



AGENDA CITY COUNCIL WORK SESSION

June 24, 2024 - 6:00 PM

Lakeville City Hall, Marion Conference Room

Members of the public can participate in person at the Lakeville City Hall, Marion Conference Room, 20195 Holyoke Avenue. Members of the public may join the meeting via [Teams Meeting](#), **Meeting ID: 280 091 545 848** or by calling **Toll Number 1-323-433-2142; Conference ID: 678 432 13#**. The mayor will allow for public comments and questions at the appropriate time.

The City Council is provided background information for agenda items in advance by staff and appointed commissions, committees, and boards. Decisions are based on this information, as well as City policy, practices, input from constituents, and a council member's personal judgment.

1. Call to order, moment of silence and flag pledge

2. Citizen Comments

3. Discussion Items

6:05 p.m. a. Applewood Orchard Introduction

Tina Goodroad

6:25 p.m. b. Pedestrian Crossing Policy

Zach Johnson, Paul
Oehme

6:50 p.m. c. Street Light Policy and Charges

Zach Johnson

7:15 p.m. d. Local Affordable Housing Aid (LAHA) with Dakota
County Community Development Agency (CDA)

Tina Goodroad

4. Items for Future Discussion

5. Committee/ City Administrator Updates

6. Adjourn



Date: 6/24/2024

Applewood Orchard Introduction

Proposed Action

Staff recommends adoption of the following motion: **No formal action required. For discussion only.**

Overview

The Applewood Orchard, located at 22702 Hamburg Avenue, is for sale and a group known as Endurance Farm Partners is working with the existing owner to purchase the property. This group includes experienced farmers and agritourism pioneers that intend to preserve it as an orchard and expand on its many amenities and experiences.

William Rueter, with Endurance Farm Partners, has requested an opportunity to share plans for the orchard with the council and introduce the consideration of annexation in the future. Part of the desire for annexation is to solidify the uses through zoning. They desire a broader “agritourism” use be considered in Lakeville’s zoning, as a definition and use, either in an agricultural zoning or within an industrial zoning district, as the use is a production use.

During the meeting, a presentation will be made that will provide much more detail as to what Endurance Farm Partners has proposed for Applewood Orchard. Their plan honors the past traditions of the orchard and builds upon this unique business and amenity.

Supporting Information

1. Applewood Orchard Presentation

Financial Impact: \$0 Budgeted: No Source: Envision Lakeville Community Values: Diversified Economic Development Report Completed by: Tina Goodroad, Community Development Director



Applewood Orchard

Applewood Orchard

- “Applewood” began when Kathryn & Mark Parranto bought the 60-acre farm in 1995 which they opened to the public in 1999 with 20+ acres of u-pick apple trees
- Over the past 25 years, Applewood became a seasonal destination for families drawn to the wholesome outdoor experience of picking apples, the opportunity to learn about farming, and the experience of tasting fresh food & drinks made at the farm
- The farm was listed for sale in October 2023. In April 2024, our group of experienced farmers and agritourism pioneers was selected as the buyer. It is our desire to preserve the Parranto family’s legacy and enhance Applewood to serve as a gateway to learning and enjoying a true Minnesotan farm

Applewood Aerial



Airport

Airport

Lafrance

Applewood

Airport

Temple

Garden center

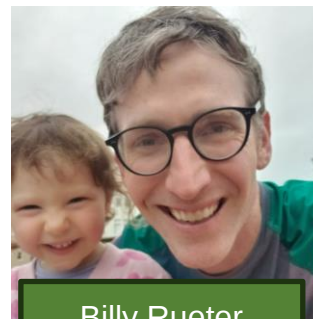
Who We Are

Experienced team dedicated to preserving farmland and sharing educational, wholesome, delicious, agrarian experiences with visitors



Wayne Bishop

Farmer and agritourism expert. Owner of Bishop's Pumpkin farm in Wheatland California, welcoming over 200k visitors per year – 8k in field trip visitors alone



Billy Rueter

Real estate entrepreneur. Experience with construction, planning, and development across five states – future resident



Jeff Manley

Farmer and agritourism expert. Former manager of the The Rock Ranch in The Rock, GA. Speaker on agritourism across the country



Chris Fuller

Small business investor. A career supporting talented entrepreneurs to acquire and grow small businesses across the country

Agritourism – Focus on Families

Creating traditions in Lakeville

Apple
picking

Experiences
on the farm

Family
time

See
neighbors

Homemade
food

Fresh
beverages



What is Agritourism

- Agritourism is a form of commercial agriculture with visitors to a farm participating in recreation, entertainment, consumption, or education related to farming and / or a rural setting
- Agritourism is a defined term by more than 25 states
- In the state of Minnesota: “ “Agritourism activity” means any activity carried out on a farm or ranch that allows organizations or members of the general public, for recreational, entertainment, charitable, or educational purposes, to view, enjoy, or participate in rural activities, including, but not limited to: farming; viticulture; winemaking; ranching; and historical, cultural, farm stay, gleaning, harvest-your-own, or natural activities and attractions. An activity is an agritourism activity whether or not the participant pays to participate in the activity.”
- Minnesota’s definition alludes to additional infrastructure and food and beverage inclusions

Our proposed definition (building on MN)

(A) "Agritourism activity" means activity carried out on a farm or ranch that allows organizations or members of the general public, for recreational, entertainment, charitable, or educational purposes, to view, enjoy, or participate in rural activities, including, but not limited to: farming; viticulture; winemaking; ranching; **local and farm related retail; freshly made and packaged food and beverage**; and historical, cultural, farm stay, gleaning, harvest-your-own, or natural activities and attractions. An activity is an agritourism activity whether or not the participant pays to participate in the activity.

(B) "Agritourism Infrastructure" including not limited to utility services, parking, buildings, kitchens, fixtures, signage, bathrooms, storage, tents, seating areas, canopies, landscaping, workshops, fencing, hardscape, and offices in service to an agritourism offering

Applewood - A Destination for families

Build on Applewood's longstanding activities

Audience: Goal to attract family visitors from our local communities of Eureka and Lakeville

Continue Applewood Tradition:

- U-pick: Apples, pumpkins, flowers, berries
- Petting zoo: Farm animal education
- Activity yard: Safe, farm play area for kids
- Hayride: Access to entire orchard
- Corn maze: Fun way to explore
- Baked goods: Cider donuts & apple baked-good
- Apple cider: Fresh cider pressed on site
- Fresh food: Snacks, quick service, seated meals
- Farm market: local and farm themed foods, packaged goods, souvenirs, and apparel

Local vendors: Focus on stocking Applewood's main barn with local produce, and site and agritourism related products and retail assortments

Community-led and locally run: Operated by a manager at Applewood or in the community



Example offerings

Activities

- Upick, educational programming, hay pyramid, corn maze, corn box, petting zoo, animal and rural activities exhibition space, observation platform, education barn, craft area, slides, play equipment (swings, climbing stumps, ropes, wood structures), games, kids barnyard village, fire pits, sitting patios, wagon rides, tractor rides, pony rides, miniature train, craft workshops, music

Food and beverage:

- Baked goods: donuts, pies, breads, turnovers
- Meals: sandwiches, BBQ, soups, fried chicken, pig roasts
- Snacks and treats: toasts, pretzels, candy apple, kettle corn, roast corn, yogurt, ice cream, cheese, fried vegetables, candy or sweets of independent producers
- Beverages: cider, coffee, tea, hot chocolate slushies, juices and

lemonades, MN produced alcohol

- Onsite winery / cidery / brewery

Retail

- Produce, crafts, and packaged foods
- Rural, farm, township, city, or state related souvenirs, toys & games, books, or home goods
- Convenience items for a farm visit (chapstick, sunblock, umbrella, etc.)
- Related apparel

Education – A Keystone of our plans

Entertain and educate local students

Audience: Students from local schools, after-school programs, and camps, including work-study opportunity

Programming:

- How to grow apples and maintain an orchard
- “What’s in a wetland?” vs. “What’s in a stream?”
- Maintenance and agritourism job programming

Interactive Learning:

- Apple lifecycle: planting, germination, fruit development, ripening and harvesting
- How organisms symbiotically support different ecosystems

Minnesota Produce: Focus on how Applewood’s soil supports specific apples including the Honeycrisp

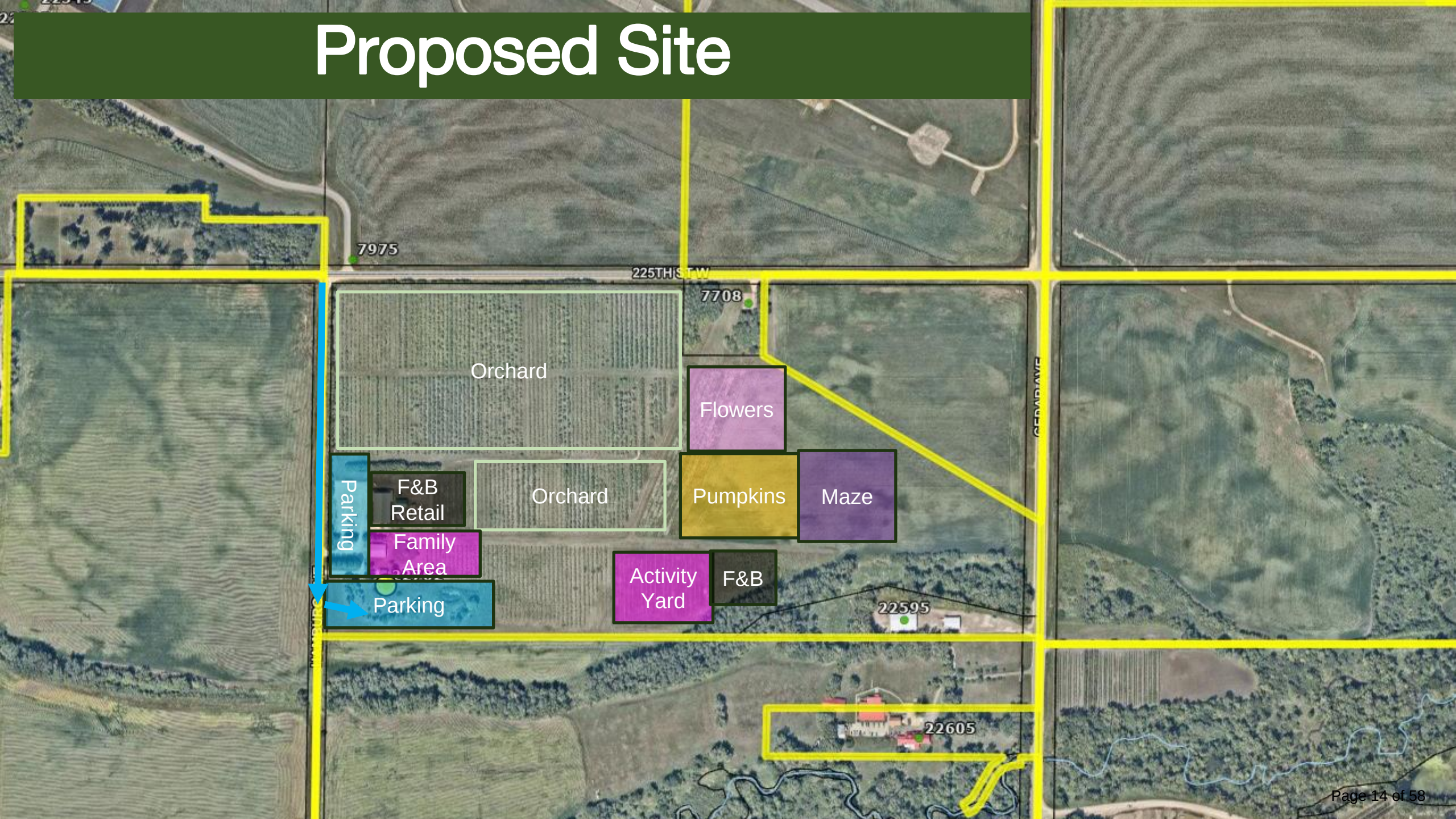
Farming: Show how Minnesota farmers work to produce hearty, fresh fruit



Existing Agritourism Farms

Benchmark	Applewood	Fireside	Abelman's / Apple Creek	Crazy Legs	Brand Farms	Afton Apple Orchard	Waldoch Farm	Montgomery Orchard
Location	Eureka	Northfield	Faribault	Farmington	Farmington	Hastings	Lino Lakes	Montgomery
Distance to Applewood	N/A	19 min / 15 miles	34 min / 32 miles	15 min / 9 miles	16 min / 9 miles	40 min / 35 miles	50 min / 50 miles	80 min / 60 miles
U-Pick	Apples (Pumpkins, Flowers)	Apples	Apples	Pumpkins, Flowers	Apples, Eggs	Apples, Pumpkins	Veggies	Apples, Xmas Tree
Corn maze	Historically Yes	No	No	Yes	No	Yes	Yes	Yes
Activity Yard	Yes	Small	Small	Moderate	Moderate	Large	Large	Small
Farm Store	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Food & Beverage	Donuts, hot dogs, pies, caramel apples, cider	Baked goods, sandwiches, soup, pies, cider etc.	Pulled pork, pizza, donuts, nachos, kettle corn, candy etc.	Unknown	Baked goods, Eggs	Baked goods, ice cream, pies, etc.	Chicken, hot dogs, kettle corn, cheese curds, fried dough	Cider & Wine, candy, caramel apples

Proposed Site



Why you might support Applewood

Reason	Explanation
Family Tradition	Continue Parranto Family's 30-year legacy at Applewood and create new, farm-based traditions for guests
Support Farmers	Help farmers thrive by supporting agritourism which allows them to create direct-to-consumer experiences
Agricultural Land	Preserve farming and natural resources by diversifying and strengthening income sources for farms
Education/Field Trips	Introduce children to farms via field trips, planting days, interactive learning experiences
Local Employment	Applewood plans to employ 15 to 20 people across diverse skillsets, experience levels, and time availabilities
Local Businesses	Chance to sell local produce and goods on site to members of the community
Tax Revenue	Plan to work with the city on ways to share and benefits of a successful farm welcoming guests
Thoughtful Zoning	Introduce zoning and professional standards that other farms and cities could follow
Demarcate City	Enhance an attractive, financially vibrant farm at the border of Lakeville
Adjacent Parcels	No adjacent residences. North is airport, East is airport, South is temple farmland, West is open farmland

Why you might not support Applewood

Concern	Description	Mitigant
Traffic	Worried about road traffic	Applewood is on the outskirts of the City & on roadway already doing between 11,000 and 23,000 cars per day
Precedent	Other farms would want to follow suit	Working together to be the agrarian destination for families is good for everyone

Zoning Discussion

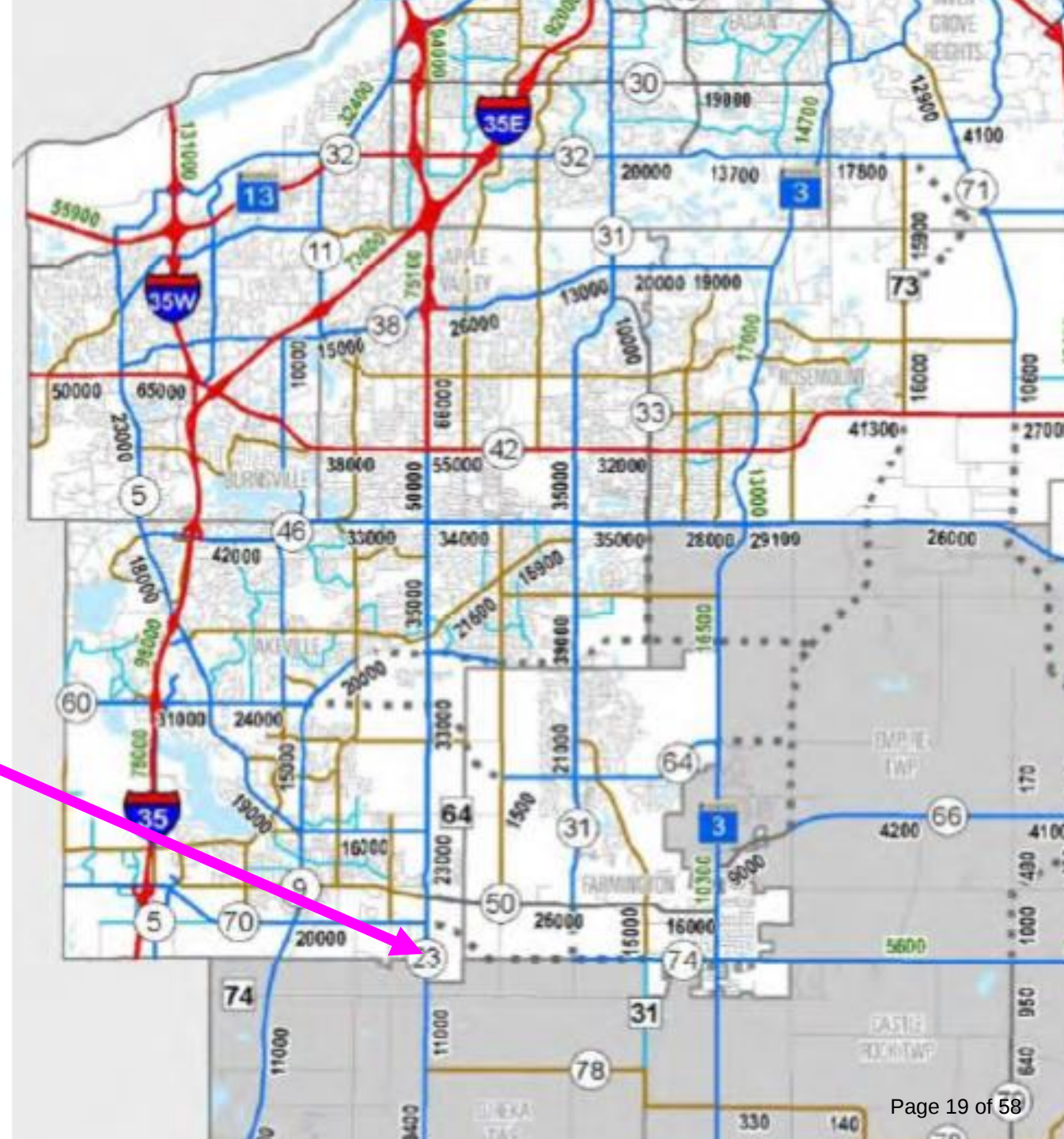
We would like to receive some combination of agricultural and industrial zoning, with allowances for agritourism, and would like to speak with you about the most sensible way to achieve that and fit into the city's plans. Some ideas below:

- (1) Agricultural zoning with a right to convert to industrial zoning
- (2) Industrial zoning with an agricultural / agritourism use or overlay
- (3) Dual zoning as agricultural and industrial

Appendix

Traffic Volumes

11,000 to 23,000
per day car volume



Road Infrastructure

Figure 3.6: Number of Lanes – Principal and A-Minor Arterials

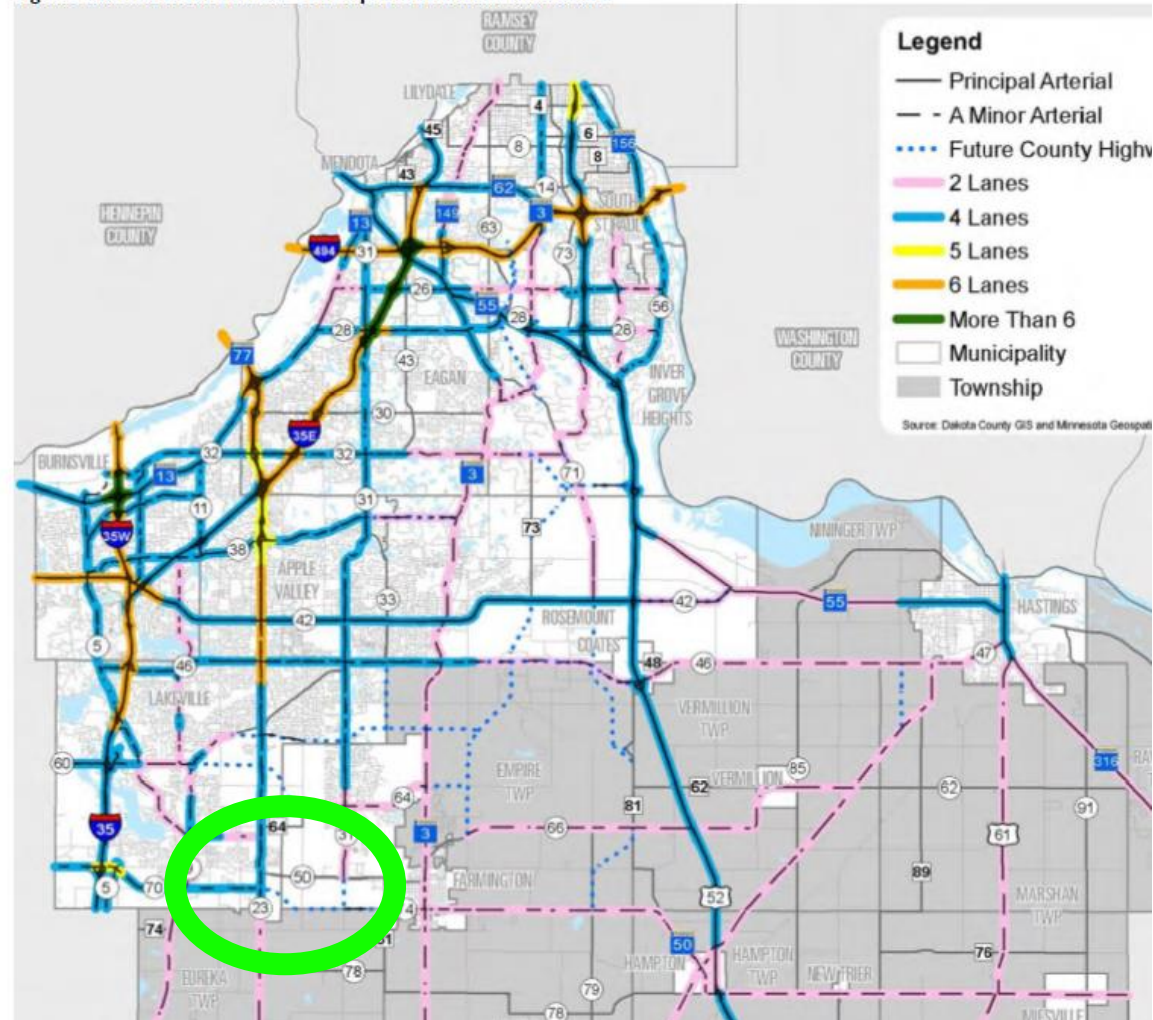
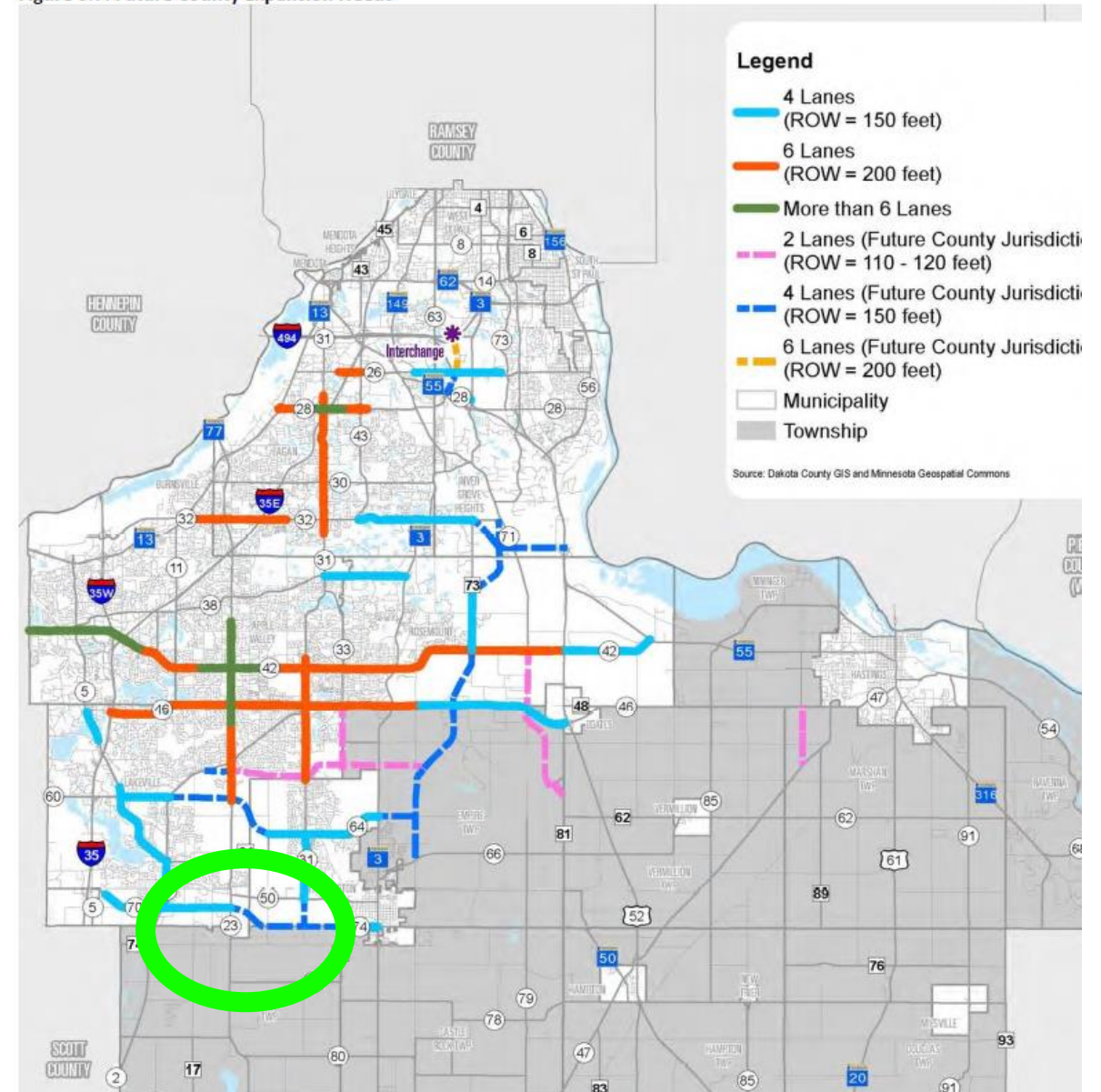


Figure 3.7: Future County Expansion Needs





Date: 6/24/2024

Pedestrian Crossing Policy

Proposed Action

Staff recommends adoption of the following motion: **No action required. Discussion only.**

Overview

Pedestrian and bicyclist travel is a key element of the City's multimodal transportation system and important to the health and quality of life of its citizens. Safe crossing locations provide connectivity to neighborhoods, trail/sidewalk corridors and popular destinations, and are essential to the City's trail/sidewalk network. Developing and maintaining a successful pedestrian and bicyclist crosswalk policy improves conditions and better serves the mobility and access needs of the public to travel easily and safely.

The current adopted Pedestrian and Bicyclist Crosswalk Policy was adopted by the City Council on December 21, 2020. The City continues to proactively develop and improve a policy that focuses on education and enforcement efforts, with an emphasis on changing behavior and awareness and achieving high rates of yielding compliance. With the guidance of the recently completed Dakota County Pedestrian Crossing Safety Assessment, the City partnered with SRF Consulting to collect and review data, facilitate community engagement and analyze and evaluate pedestrian crossings with the goal of updating the Pedestrian and Bicyclist Crosswalk Policy to ensure all users in the City benefit from an improved multimodal infrastructure system.

The proposed revised policy establishes guidelines and an evaluation process that provides a consistent, uniform approach for improving pedestrian/bicyclist safety at uncontrolled crossing locations using the best management practices. The policy is designed to provide a clear, understandable/relatable process in support of maintaining a consistent application of crossing enhancements that produces a safer environment for all pedestrians and bicyclists. At the work session, staff will summarize the changes incorporated in this new plan.

Supporting Information

1. 2024.04 Lakeville Crosswalk Policy

Financial Impact: \$ Budgeted: No Source: Envision Lakeville Community Values: Safety Throughout the Community Report Completed by: Zach Johnson, City Engineer

CITY OF LAKEVILLE



PEDESTRIAN CROSSWALK POLICY



April 2024

TABLE OF CONTENTS

Introduction	1
Minnesota State Statute	1
Jurisdictional Authority	2
Crossing Guidance.....	3
Introduction.....	3
1. Field Review and Preliminary Data Collection	4
2. Data Collection.....	5
Crossing Identification.....	5
Roadway Characteristics.....	5
Traffic Data.....	5
Multimodal Data	6
3. Evaluate Candidate Locations	7
Crossing Types.....	8
Crossing Considerations.....	9
Criteria Definitions	11
4. Engineering Review	12
Step 1: Traffic Volume Review.....	12
Step 2: Roadway Geometric Treatment Assessment	14
Step 3: Evaluate Crossing Infrastructure Enhancements.....	16
Step 4: Further Analysis of Major Enhancements.....	16
Crossing Infrastructure Treatments.....	18
Removal of Infrastructure.....	22

INTRODUCTION

The City of Lakeville encourages multimodal transportation to access destinations in daily life and recreate via the community's many parks and trails. Lakeville strives to provide safe, accessible, and efficient travel for all modes of transportation, while prioritizing the transportation network's most vulnerable users: people walking, rolling, and biking. As the City strives Toward Zero Deaths within the city's transportation network, a consistent application of pedestrian crossing enhancements is critical to best serve all users. Dakota County began using a pedestrian crossing guidance process developed as a part of the County's Pedestrian Crossing Safety Assessment in July 2022. As a partner jurisdiction in Dakota County, the City of Lakeville has adopted Dakota County's guidance to maintain a consistent application of crossing enhancements along all city and county roadways.

The purpose of this policy is to leverage the County's process to guide the City in evaluating and implementing a pedestrian crossing program that provides people walking, rolling, and biking a safe place to cross while providing motorists reasonable and consistent expectations for where and what that may look like. This consistent process and application are important for the safety of all as it sets reliable expectations while traveling throughout the transportation network. The intent is to ensure a mutual understanding between the City Council, Staff, and residents of Lakeville when presented as part of a public improvement project, or by a citizen or City staff request.

MINNESOTA STATE STATUTE

Minnesota State Statute Chapter 169 defines a crosswalk and pedestrians, as well as the rights of pedestrians and motorists regarding when and where to yield right-of-way. The definitions and legal language detailed in this section provide a foundation for how pedestrian crossings are viewed in Minnesota and considered by this assessment.

169.011 Definitions

Subdivision 20. Crosswalk.

"Crosswalk" means (1) that portion of a roadway ordinarily included with the prolongation or connection of the lateral lines of sidewalks at intersections; (2) any portion of a roadway distinctly indicated for pedestrian crossing by lines or other markings on the surface.

Subdivision 20. Pedestrian.

"Pedestrian" means any person afoot or in a wheelchair.

169.21 Pedestrian

Subdivision 2. Rights in absence of signal.

(a) Where traffic-control signals are not in place or in operation, the driver of a vehicle shall stop to yield the right-of-way to a pedestrian crossing the roadway within a marked crosswalk or at an intersection with no marked crosswalk. The driver must remain stopped until the pedestrian has

passed the lane in which the vehicle is stopped. No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close that it is impossible for the driver to yield. This provision shall not apply under the conditions as otherwise provided in this subdivision.

(b) When any vehicle is stopped at a marked crosswalk or at an intersection with no marked crosswalk to permit a pedestrian to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass the stopped vehicle.

(c) It is unlawful for any person to drive a motor vehicle through a column of school children crossing a street or highway or past a member of a school safety patrol or adult crossing guard, while the member of the school safety patrol or adult crossing guard is directing the movement of children across a street or highway and while the school safety patrol member or adult crossing guard is holding an official signal in the stop position. A peace officer may arrest the driver of a motor vehicle if the peace officer has probable cause to believe that the driver has operated the vehicle in violation of this paragraph within the past four hours.

(d) A person who violates this subdivision is guilty of a misdemeanor. A person who violates this subdivision a second or subsequent time within one year of a previous conviction under this subdivision is guilty of a gross misdemeanor.

Subdivision 3. Crossing between intersections.

(a) Every pedestrian crossing a roadway at any point other than within a marked crosswalk or at an intersection with no marked crosswalk shall yield the right-of-way to all vehicles upon the roadway.

(b) Any pedestrian crossing a roadway at a point where a pedestrian tunnel or overhead pedestrian crossing has been provided shall yield the right-of-way to all vehicles upon the roadway.

(c) Between adjacent intersections at which traffic-control signals are in operation pedestrians shall not cross at any place except in a marked crosswalk.

(d) Notwithstanding the other provisions of this section every driver of a vehicle shall (1) exercise due care to avoid colliding with any bicycle or pedestrian upon any roadway and (2) give an audible signal when necessary and exercise proper precaution upon observing any child or any obviously confused or incapacitated person upon a roadway.

JURISDICTIONAL AUTHORITY

This policy applies to streets owned and maintained by the City of Lakeville, though Dakota County will perform the same assessment for their county facilities. The City and County will coordinate when applicable on projects to ensure proper application of crossing enhancements.

CROSSING GUIDANCE

This section provides an evaluation process and guidance for when to consider enhancing a crossing at uncontrolled intersections and mid-block crossing locations. Enhanced crossing infrastructure is a key method of improving the safety and comfort of people walking, rolling, and bicycling (herein referred to as “multimodal users”) traveling throughout the transportation network, with research on the safety effects of appropriately enhanced crosswalks expanding in recent years.

An uncontrolled crossing refers to a location where no traffic control (i.e., yield or stop sign, traffic signal) exists at the point in which people walking, rolling, or bicycling may cross. Uncontrolled crossings require additional review during planning and design because drivers are not consistently required to stop. Instead, a driver must recognize the presence of a person crossing and stop accordingly as required by Minnesota state law. This lack of consistency can create safety challenges acutely connected to these crossing locations. The FHWA states, “By focusing on uncontrolled crossing locations, local and state agencies can address a significant national safety problem and improve quality of life for pedestrians of all ages and abilities.”¹ Uncontrolled crossing locations can be barriers for any multimodal user, notably children, older, and disabled populations, and require special attention to create a safe environment. Higher speed and traffic volume environments with multiple lanes are especially challenging and are locations where simply marking a crosswalk is insufficient.

The objective of this section is to document a process for evaluation and design of crossing locations and ensure that anyone who wishes to be informed may understand how, where, and why crossing enhancements are recommended at certain locations based upon a variety of factors and contexts.

INTRODUCTION

The safety of multimodal users requires a holistic approach that focuses on engineering (implementing infrastructure improvements), education (for all roadway users), evaluation (continually collecting key data metrics to better inform decision-making), and encouragement (of following state laws). Engineering is the first step of this process to ensure the roadway and associated crossing design can effectively accommodate all users as safely and effectively as possible. It is important to focus upon the most vulnerable users of the transportation network throughout the process. Crashes are unacceptable and preventable, and though humans will make mistakes, Safe System of roadway design must always be considered to ensure a person’s mistake does not lead to serious injury or death.

¹ Federal Highway Administration. (2018). *Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations*, page ii.

Determining the appropriateness of enhanced crossing infrastructure requires a thorough review of the crossing location. The following steps are guidance for using or reviewing this process. Each crossing location requires staff review and engineering judgement beyond the basic guidelines included in this chapter and must include context-specific solutions beyond the scope of this document. Ideally this process is completed during the roadway design process, however, in many cases review occurs after the roadway is built or a new facility is added. This process is intended to help guide the reviewer through a methodical and data driven process such that engineering judgment can be effectively applied.

1. Performing field review and preliminary data collection to understand existing conditions and potential issues. Preliminary data collection includes existing, easily accessible data that is expected to take the reviewer less than 30 minutes and will determine if the crossing is acceptable for additional review performed by steps 2, 3, and 4.
2. Collect data to complete the review using recommended data points included in the Data Collection Form. The process includes the following steps:
 - a. Identify crossing location.
 - b. Collect roadway geometric and configuration data.
 - c. Collect traffic and operational data.
 - d. Collect multimodal data.
3. Evaluate the point of crossing using the flowchart and perform a high-level review to understand if a location is appropriate for consideration of an enhanced crossing.
4. If the flowchart leads to the conclusion that the consideration of an enhanced crossing is appropriate, continue to engineering review which includes the following steps:
 - a. Review traffic volumes to determine proper roadway configuration/number of lanes.
 - b. Determine if roadway geometric treatments are appropriate.
 - c. Evaluate crossing infrastructure enhancements.
 - d. Conduct specific warrant analyses or review of grade separation feasibility if applicable.

1. FIELD REVIEW AND PRELIMINARY DATA COLLECTION

Upon identification of a crossing location by preemptive review (e.g., future development, etc.) or reactive evaluation (e.g., community input, recent crash, etc.), initial field review should be completed. This first step will aid in determining if an issue(s) is/are present, if other mitigation measures can be performed external to the process defined by this assessment, or if no additional follow up is necessary. Staff time and capacity is understood to be limited, and this will ensure that only crossings with the highest estimated need are provided the level of review described in the following sections.

2. DATA COLLECTION

Data collection is a key component of this analysis. The Data Collection Form should be used for each study to collect all required data inputs. It is critical that all data points identified below are collected and properly organized to ensure the crossing location is successfully reviewed for potential improvements. Sometimes the planner or engineer is very familiar with the location and may have a good understanding of operations which may allow some of the data to be “approximated”, though it is important that all data inputs are completed to maintain the integrity of the process.

Crossing Identification

- **Major Street:** Name of the street crossed by the location under review.
- **Minor Street or Crossing Location:** The connecting street of an intersection or specific location identified for the mid-block crossing.
- **Multimodal Generating Land Uses, Destinations, or Activity Centers:** Within 660 feet of the crossing, are there land uses, destinations, or activity centers that could generate trips by walking, rolling, or bicycling and list those that are pertinent. These could be existing locations or those planned in the near-term (less than five years).

Roadway Characteristics

- **Cross-section Type:** Urban (curb and gutter) or rural (shoulder and ditch) cross-section.
- **Roadway Configuration:** Configuration of the roadway at the point of crossing which includes the total number of lanes and if it is divided or undivided.
- **Total Number of Lanes to Cross:** The total number of lanes present at the point of crossing.
- **Number of Left-turn Lanes:** The total number of left-turn lanes present at the point of crossing.
- **Number of Right-turn Lanes:** The total number of right-turn lanes present at the point of crossing.
- **Stopping Sight Distance:** The stopping sight distance in both directions from the point of crossing based upon guidance found in the AASHTO's *A Policy on Geometric Design of Highways and Streets*.
- **Obstruction:** Sight distance obstruction present such as a tree, pole, sign, etc. that directly affects the crossing under review.

Traffic Data

- **Traffic Control:** If a crossing under review is at an intersection, identify the traffic control present (side-street stop control, all-way stop, or traffic signal).
- **Posted Speed Limit:** Posted speed limit at the point of crossing.

- **85th Percentile Speed:** The 85th percentile speed recorded at the point of crossing.
- **Existing AADT:** The most recent average annual daily traffic available at the point of crossing.
- **Future AADT:** The future average annual daily traffic identified at the point of crossing if available.
- **Existing V/C:** The vehicle-to-capacity based upon the number of lanes and existing AADT at the point of crossing
- **Future V/C:** The vehicle-to-capacity based upon the number of lanes and future AADT at the point of crossing
- **Total Crashes:** The total number of crashes (all modes) that are recorded at the point of crossing in the last five years. Highlight serious injury or fatal crashes if present.

Multimodal Data

- **Sidewalk:** Identify if a sidewalk directly connects to the crossing under review.
- **Shared-use Path:** Identify if a shared-use path, sidepath, or multiuse trail directly connects to the crossing under review.
- **Crosswalk Lighting:** Identify if lighting is present that would illuminate the crossing and specifically note if that lighting is pedestrian-scale.
- **Transit Stop:** Identify if a bus or transit stop is within 300 feet of the crossing under review.
- **Multimodal User Volume:** Record the three peak hour totals for multimodal users and specifically identify pedestrians versus bicyclists. User types are further defined under the "Criteria Definitions" section. A best practice is collecting data between 6 a.m. and 7 p.m. during warmer months (i.e., April-June or September-October) and when school is in session. Collecting both a weekday and weekend count is also recommended. Previously collected count data within two years of this assessment can be applied if location conditions have not changed significantly.
- **Multimodal User Volume – Vulnerable Population:** Record the three peak hour totals for multimodal users that would identify as vulnerable (i.e., young, older, and/or disabled). User types are further defined under the "Criteria Definitions" section.
- **Pedestrian Crashes:** The total number of pedestrian-involved crashes that are recorded at the point of crossing in the last ten years. Highlight serious injury or fatal crashes and remove preventable crashes (e.g., driver impaired, etc.) if present.
- **Bicycle Crashes:** The total number of bicycle-involved crashes that are recorded at the point of crossing in the last ten years. Highlight serious injury or fatal crashes and remove preventable crashes (e.g., driver impaired, etc.) if present.
- **Distance to Next Marked Crosswalk:** The distance (in feet) between the closest marked crosswalk and the crossing under review.

- **Distance to Next Controlled Crossing:** The distance (in feet) between the closest controlled crossing (i.e., traffic/pedestrian signal, all-way stop, PHB, or RRFB) and the crossing under review.
- **Two-stage Crossing Distance:** Total distance to cross (in feet) on either side of the pedestrian refuge island.
- **Total Crossing Distance:** The total crossing distance (in feet) to complete the roadway crossing from curb ramp to curb ramp or curb face to curb face if curb ramps are not present.

3. EVALUATE CANDIDATE LOCATIONS

Once data collection is complete, the candidate crossing location should be evaluated using the flowchart. Starting at the top, proceed through each criteria box following the path of whether the data meets that criterion. Progress through the flowchart until reaching one of three boxes at the bottom which include:

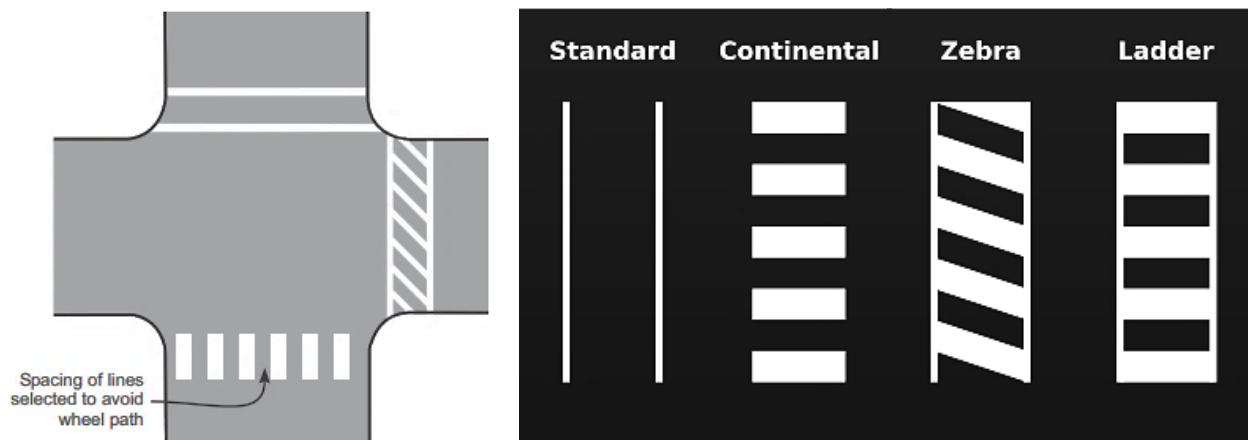
- **No Action Recommended:** The crossing location does not meet one or more criteria and is not recommended. Directing users to the nearest marked crosswalk should be considered to reduce risk taking behavior. The nearest marked crosswalk should be consistent with the guidelines defined in this evaluation process or approved following staff review and engineering judgement.
- **Consider an Unmarked Crossing:** An “unmarked crossing” is any treatment that improves a person’s ability to cross a roadway, short of a marked crosswalk with signage or other enhancements detailed in Step 3 at the crossing location. Installation of this type of crossing is subject to staff review and engineering judgement and must include ADA-compliant curb ramps, appropriate pedestrian warning signage in advance of the crossing, and roadway geometric improvements if applicable (list of options found below in step 3, the engineering review process). No markings or additional signage beyond pedestrian warning signage are provided to attract or recommend that nonmotorized users cross at the location. The crossing is intended to operate as an improvement for a low volume pedestrian crossing where nonmotorized users are already crossing and will continue to cross at this location or to provide consistency where enhancements are not warranted.
- **Consideration of a Crossing Enhancement is Appropriate:** The crossing location is appropriate for consideration of infrastructure enhancements. Proceed to the engineering review process to complete context-specific analysis, staff review, and engineering judgement.

Crossing Types

A pedestrian crossing is the section of the road at an intersection that acts as the prolongation, or extension, of the sidewalk for people walking, rolling, or bicycling to cross from one side of the road to the other and at all legs of any intersection. When no sidewalks exist, the crossing is the portion of the roadway within ten feet of the intersection unless modified by crosswalk markings, signage, or other infrastructure at a different location such as mid-block (i.e., between two intersections).

- **Unmarked crosswalk:** A legal crosswalk that does not feature any crosswalk striping or markings.
- **Marked crosswalk:** A legal crosswalk that features crosswalk striping or markings.
- **Uncontrolled crossing:** A legal crossing of a roadway intersection approach or mid-block crossing of a roadway between two intersections not controlled by a stop sign, traffic signal, pedestrian hybrid beacon (PHB), or pedestrian signal.
- **Controlled crossing:** A legal crossing of a roadway intersection approach or mid-block crossing of a roadway between two intersections controlled by a stop sign, traffic signal, pedestrian hybrid beacon (PHB), or pedestrian signal.

Typical crosswalk marking implementation and designs are highlighted in the Minnesota Manual of Uniform Traffic Control Devices (MN MUTCD) and can include a variety of materials. To improve motorist vision of a crossing, high visibility markings are recommended (e.g., thermoplastic) when applicable and notably for higher volume crossings.



Source: Minnesota Manual of Uniform Traffic Control Devices (left); National Association of City Transportation Officials (right)

Crosswalks that are appropriately marked and enhanced provide pedestrians with convenient opportunities to cross the street, while maintaining safety. Marked crosswalks are valuable as they direct pedestrians to a designated place to cross, alert drivers to the potential presence of pedestrians, and legally establish the crosswalk at non-intersection locations.

The MN MUTCD states that a marked crosswalk should not be installed alone without other measures designed to reduce traffic speeds, shorten crossing distances, and/or provide active warning of pedestrian presence if the posted speed limit exceeds 40 mph and:

1. Four or more lanes present with no pedestrian refuge island and >12,000 AADT, or
2. Four or more lanes present with a pedestrian refuge island and >15,000 AADT

Crossing Considerations

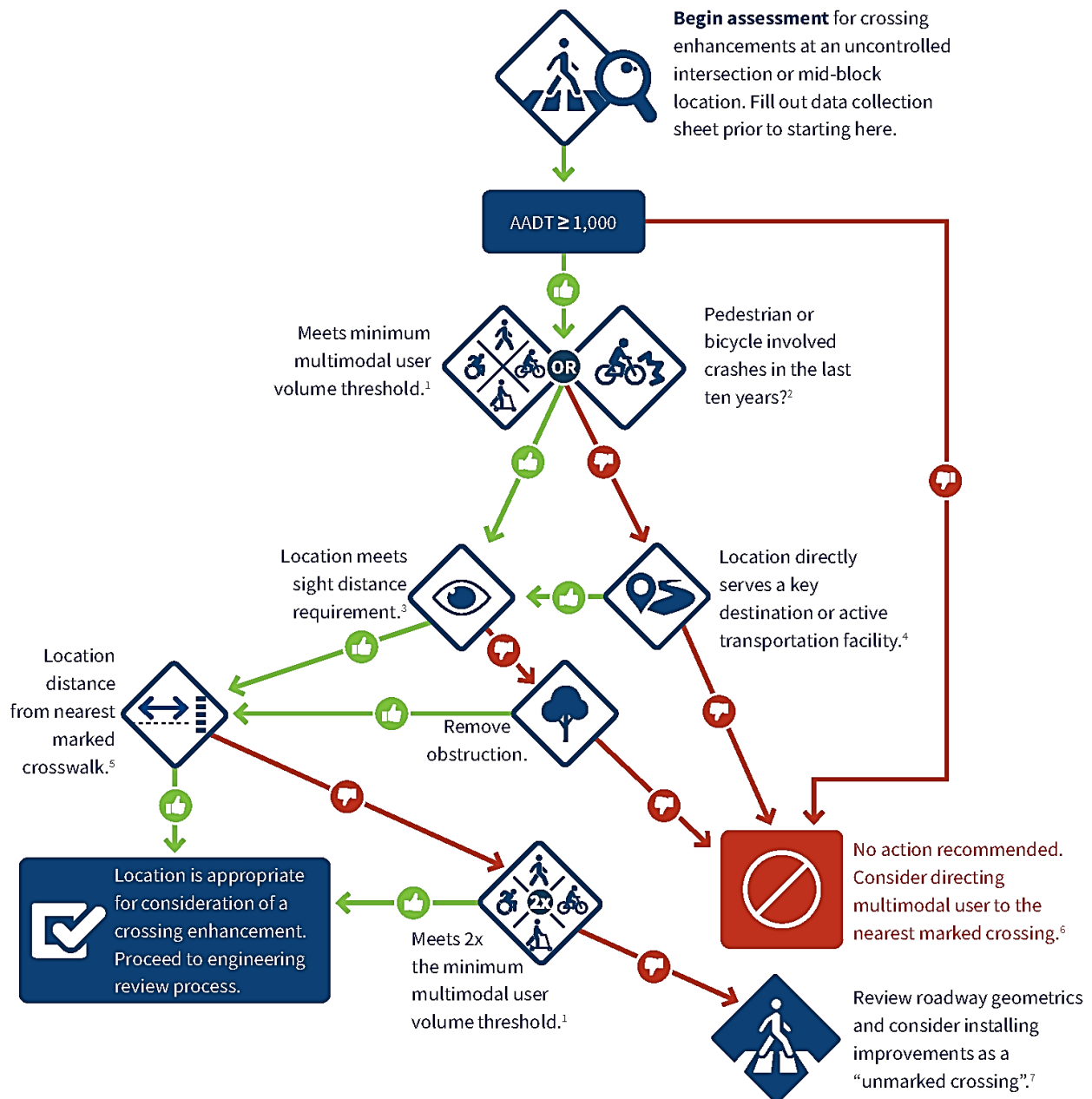
External to crossing infrastructure, other considerations are important to review prior to potentially implementing infrastructure enhancements.

Distance Between Crossings

Crosswalk spacing criteria should be determined according to the pedestrian network, built environment, and observed desire lines. NACTO identifies that if it takes a person more than a three-minute walk to a crossing, wait to cross the street, and then resume their journey, they may decide to cross along a more direct, but unsafe or unprotected, route based upon perceived time savings. While this behavior depends heavily on the speed and volume of motorists, it is imperative to understand crossing behaviors from a pedestrian's perspective (i.e., slower travel via a reduced travelshed). Of note, no state or national guidance exists identifying specific measured distances between crosswalks or enhanced crossings. Crossing placement is heavily dependent upon the surrounding context, land use and destinations, network connectivity, block length, and other factors. A high-level analysis of agency best practices in the United States showed typical marked crossing spacing from 200 to 600 feet when warranted. A minimum spacing of 300 feet between signalized crossings is identified in the MN MUTCD (page 4D-1). This spacing could fluctuate based upon engineering judgement and applicability given the roadway design, configuration, and intersection placement.

Delay to Cross a Roadway

The multimodal network should be designed in such a way where users are not unreasonably forced to wait for a gap in traffic or walk out of their way to access a crossing. The *Highway Capacity Manual 6th Edition* states that when a pedestrian is forced to wait 30 seconds or more, they are highly likely to exhibit risk-taking behavior. NACTO also has guidance regarding delay at signalized and unsignalized crossings. Delays exceeding 40 seconds at signalized crosswalks and 20 seconds at unsignalized, or yield-controlled crosswalks, may cause the pedestrian to exhibit risk-taking behavior. These are important considerations as another metric to proactively determine how a crossing could be made safer.



Notes

¹ Multimodal user crossing demand during a 24-hour period meets one or more of the following:

- 1 hour: 20 crossings per hour
- 2 hours: 15 crossings per hour
- 3 hours: 10 crossings per hour

Total number includes vulnerable populations after applying a conversion factor of 1.33 to the sum of those users (i.e., children/young adults (ages 0-17), older adults (60+), and persons with disabilities).

² ≥1 preventable crash involving a multimodal user at the roadway crossing location under review in the last ten years. Review crash history and remove preventable crashes (e.g., impaired driver, etc.) from consideration.

³ Use stopping sight distance to the point of crossing using applicable guidance for the roadway using AASHTO's A Policy on Geometric Design of Highways and Streets.

⁴ Key destinations must be existing (or proposed per staff review to be compliant) and could include, but are not limited to, a school, hospital, senior center, recreation or community center, library, park, bus stop or transit center, key activity center, destination, and/or land

use subject to staff review. Active transportation facilities may include a sidewalk, multiuse trail, shared use path, or greenway adopted by Dakota County plan or other local document subject to staff review.

⁵ Adequate distance from the nearest marked crosswalk per the contextual review and engineering judgment described in the report document. The nearest marked crosswalk must be consistent with the guidelines defined in the report.

⁶ Nearest marked crossing must be consistent with the guidelines defined by this document.

⁷ An “unmarked crossing” is any treatment that improves a person’s ability to cross a roadway, short of a marked crosswalk with signage or other enhancements detailed in Step 3 of the engineering review process. Installation of this type of crossing is subject to staff review and engineering judgement and must include ADA-compliant curb ramps, crossing warning signage, and geometric improvements if applicable in Step 2 of the engineering review process. No markings or additional signage are provided to attract or recommend that multimodal users cross at the location. The crossing is intended to operate as an improvement for a low multimodal user volume crossing where those users are already crossing and will continue to cross at this location.

Criteria Definitions

Additional detail regarding how to navigate each criterion is included by the corresponding number in the flowchart and footnotes.

- **Meets minimum multimodal volume threshold:** The multimodal user crossing demand during a 24-hour period meets one or more of the following criteria. This is the total after the 1.33 volume conversion factor is applied for vulnerable population (i.e., children/young adults (ages 0-17), older adults (60+), and persons with disabilities).
 - 1 hour (any hour): 20 crossings per hour
 - 2 hours (any two hours): 15 crossings per hour
 - 3 hours (any three hours): 10 crossings per hour

Of note, the two- or three-hour counts do not need to be consecutive. Multimodal users include a person walking, rolling (e.g., skateboard, scooter, or other nonmotorized or motorized riding device), bicycling (pedal-powered or e-bike), or using a wheelchair, mobility aid, or other battery power-driven mobility device.

- **Pedestrian or bicycle involved crash in the last ten years:** ≥ 1 crash involving a multimodal user at the existing point crossing under review over the last ten years. A crash not addressable by engineering design (e.g., impaired driver, etc.) does not count.
- **Location meets the sight distance requirement:** The required sight distance for a vehicle to come to a complete stop at the point of crossing per AASHTO's stopping sight distance outputs using the roadway's design speed.
- **Location directly serves a key destination or active transportation facility:** Subject to staff review and engineering judgement, examine the surrounding land uses to determine if the proposed crossing directly serves, or is within close proximity, to a key destination or active transportation facility.

Key destinations for consideration could include, but are not limited to: school, hospital, senior center, recreation or community center, library, park, bus stop or transit station, or a key activity center, destination, and/or land use subject to staff review.

Active transportation facilities may include a multiuse trail, shared use path, sidepath, or greenway adopted by a City of Lakeville plan, or other local planning document subject to staff review and approval.

- **Location from the nearest marked crossing:** The NACTO defines an approximate three minute out-of-direction walk as the threshold in which risk-taking behavior by a multimodal user may then occur. Pedestrians naturally desire to travel along the quickest and most direct pathway of travel. Utilizing the MN MUTCD's 3.5 feet per second calculation for pedestrian travel, that equates to 600 feet total, or 300 feet in either direction from the crosswalk. These distances could vary and are dependent upon the surrounding context (i.e., urban, suburban, or rural) and characteristics of the roadway. The minimum distance allowable is 300 feet between crossings per the MN MUTCD (page 4D-1).

Exceptions to Criteria

In some cases, it may be reasonable to allow exceptions to the criteria previously described. Any exception may require review, consideration, and discussion from city staff and must be clearly documented including the reason why the criteria exception was required. Examples could include a location that is identified for consideration of a crossing enhancement but does not meet the criteria outlined in this document though has other factors where crossing enhancements may be applicable. The city may choose not to construct crossings that have a high cost, are not justified by the project's benefits, or have constraints present that require significant design. Developers should coordinate planning, design, and implementation of all crossings with the City of Lakeville's Public Works Department.

4. ENGINEERING REVIEW

If a location is identified as appropriate for consideration of crossing enhancements in the flowchart, then the following process should be completed to determine if additional crossing infrastructure enhancements could be implemented. This is a methodical process that potentially highlights items not previously considered.

Step 1: Traffic Volume Review

The first step of this process is important as the Potential Crossing Enhancement Matrix relies upon the number of lanes as one of three key inputs. This step ensures that the number of lanes (travel and turn lanes) at the point of crossing is adequate for the traffic volumes. Right sizing the crossing distance is critical to all modes of travel, but particularly important to non-motorized users, as the goal is to minimize their time in the hazard zone.

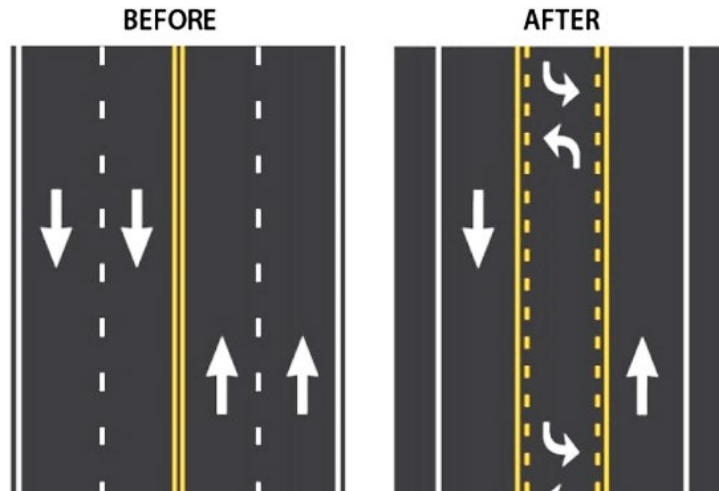
1. Analyze existing (and future traffic volumes subject to site-specific engineering judgement) using the Dakota County capacity thresholds to determine if the roadway design is appropriate (see Table 1).

Table 1. Dakota County Roadway Capacities

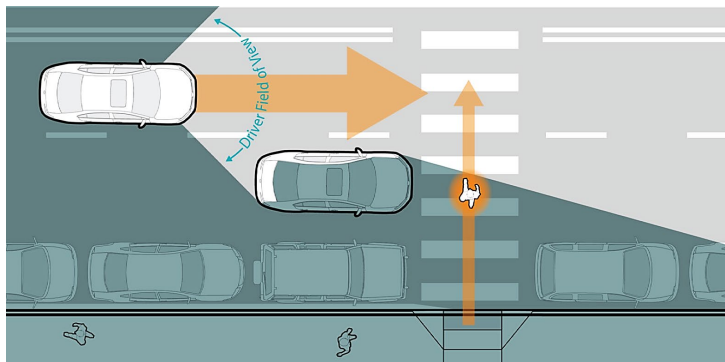
Roadway Design	Capacity Range	110% of Capacity
2-lanes	10,000	11,000
3-lanes	18,000	19,800
4+ lanes	35,000	38,500

Source: Dakota County 2040 Transportation Plan

- **Four-to-Three Conversion:** Often referred to as a “road diet” it reduces the number of travel lanes from four through lanes to two through lanes with a two-way left-turn lane in the center of the roadway. This can both calm traffic, slow speeds, and provide additional roadway space for crossing enhancements such as a pedestrian refuge island. This is an option if the capacity is found to be appropriate for such a conversion based upon county guidance and engineering judgement.



- **Multilane Threat:** Removing lanes can also improve visibility and remove the multilane threat which is when two or more lanes in one direction approach a crossing. When one car stops for a person crossing the roadway, the second car may not be visible to the person crossing nor is that person visible to the second driver.



2. Engineering review of right- and left-turn lanes if applicable at the point of crossing to verify if they are necessary or if they can be removed.
3. If roadway design or turn lanes are appropriate, proceed to Step 2: Roadway Geometric Treatment Options.
4. If roadway design or turn lanes are not appropriate, consider lane reductions or turn lane removal before proceeding. If this is not a near-term option, proceed to Step 2: Geometric Treatment Options.

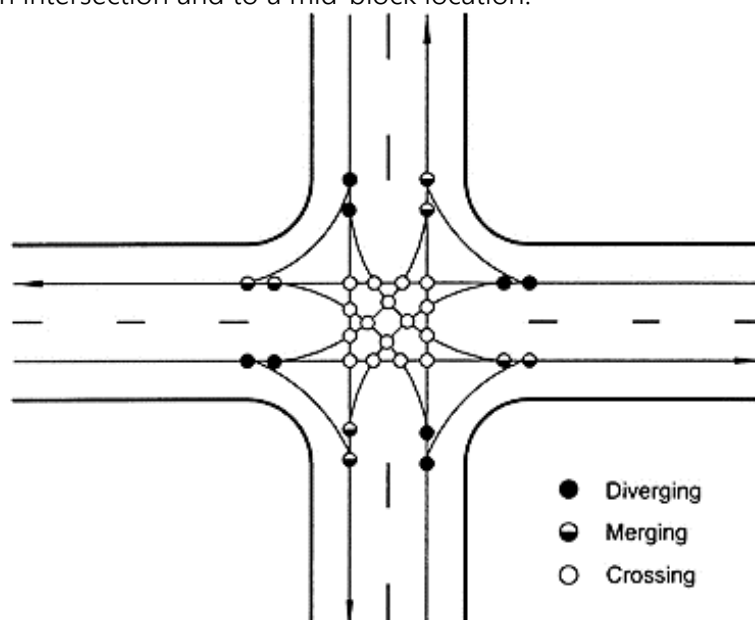
Step 2: Roadway Geometric Treatment Assessment

Marking a crosswalk is one of many tools that can be used to improve pedestrian conditions. Before considering additional signage, markings/striping, signals, etc., staff should evaluate the feasibility of roadway geometric improvements. Minimizing the time that multimodal users are crossing in the travel lane(s) is important as it reduces crossing width/distance, as well as helps manage vehicle speeds by narrowing the cross-section and tightening curb radii.

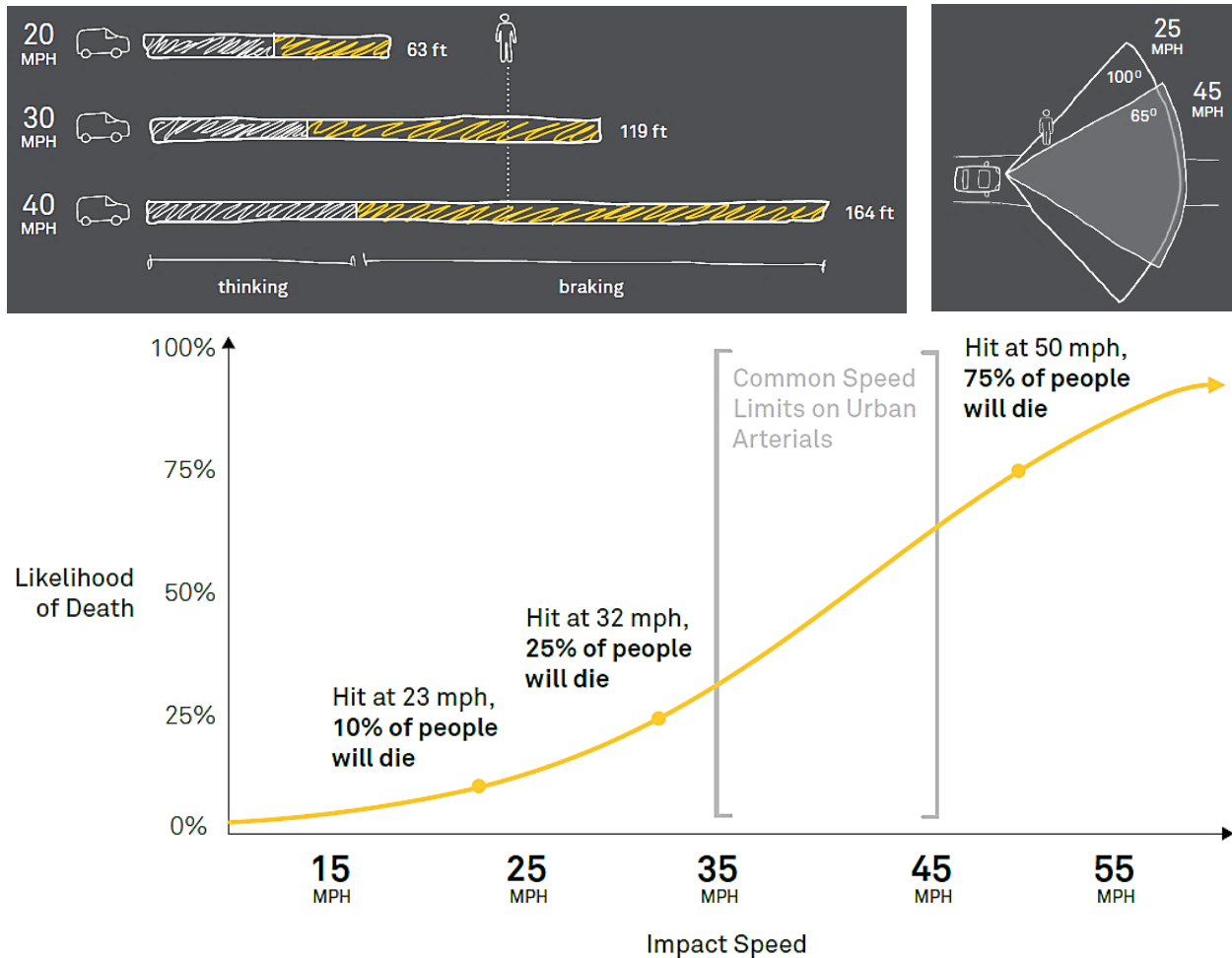
In some cases, moving a crossing away from an intersection to a mid-block location can significantly reduce the number of conflict points between vehicles and multimodal users thereby improving overall safety.

The following process reviews opportunities to slow speeds, reduce crossing distance, and improve visibility of people crossing the roadway.

1. **Narrow Travel Lanes:** MnDOT identifies the following lane width best practices per the *Performance-Based Practical Design – Process and Design Guidance*. These are superseded by MnDOT's own design standards though used as an example for consideration by the City of Lakeville. Studies have credited tighter lane widths by neutrally or positively impacting safety without affecting traffic operations.
 - Rural Roadways: 11- or 12-foot-wide lanes
 - Urban and Suburban Roadways: 10-foot-wide lanes (≤ 35 mph and turn lanes), 11-foot-wide lanes (suitable for all other typologies), 12-foot-wide lanes (≥ 50 mph and/or non-motorized traffic is absent).
2. **Reduce Conflict Points:** Consider moving the crossing to a location with the least number of conflict points depending upon engineering judgement. This could include an intersection leg with lower turning vehicles or overall traffic, as well as moving a crossing entirely out of an intersection and to a mid-block location.



3. **Crossing Lighting:** Ensure lighting is present that illuminates the entire crossing (curb ramp to curb ramp) per state and federal guidance.
4. **Reduce Posted Speed:** In Minnesota, legislative authority to reduce speed limits is granted to local jurisdictions (i.e., cities or towns) and does not require a speed study to reduce the posted speed limit on any road under their jurisdiction. Always consider reducing the posted speed limit when able along the travel corridor. Speed is a critical factor toward lowering the risk of serious injury or death when someone is struck by a vehicle and correlates directly with a motorist's stopping distance and vision.



Source: *City Limits: Setting Safe Speed Limits on Urban Streets (2020)*, National Association of City Transportation Officials

5. **Traffic Calming:** Context-specific traffic calming measures using geometric improvements should always be considered. Each item is further defined in the section below.
 - **Curb Radius:** Review the turning curb radius to understand if a reduced radius can be achieved based upon context-specific needs and design vehicles (i.e., if the roadway is a freight or bus route). Reducing the radius to as small as practical can create significant benefits via reduced crossing distance and vehicle turning speeds. Curb radius design should be based upon roadway type, crossing activity, and turning vehicle needs.

- **Curb Extension:** An extension or bump out of the curb into the roadway and typically a minimum of six-feet-wide though design is context specific. This could include removal or narrowing of a roadway shoulder to reduce the crossing distance. Special attention should be given to existing on-street bicycle infrastructure (e.g., bike lane) to ensure it does not remove space at the intersection for that connection.
- **Pedestrian Refuge Island:** A raised median that is a minimum of eight-feet-wide though ten-feet or greater is preferred to ensure it is wide enough to accommodate bikes.
- **Raised Crosswalk:** A ramped speed table spanning the entire width of the roadway which provides pedestrians the opportunity to cross at-grade with the sidewalk.
- Several more traffic calming infrastructure opportunities are identified in best practice documents and guidance (e.g., NACTO, ITE, FHWA, etc.) and could be implemented based upon staff review and engineering judgement.

Step 3: Evaluate Crossing Infrastructure Enhancements

Review the crossing enhancement evaluation matrix to determine potential infrastructure improvements at the point of crossing. The improvement options are divided into four options which are further described in the matrix table below.

- **Consider Lane Reduction:** Review the existing and future roadway volumes to determine if a lane reduction can be implemented prior to potential crossing improvements to maximize crossing infrastructure and minimize cost.
- **Markings and Signage:** The most basic treatment for a location that qualifies for enhanced crossing. Two different scenarios for marking and signage (M&S 1 and M&S 2) specify which signs and roadway markings are included.
- **Rectangular Rapid Flashing Beacon:** Rectangular rapid flashing beacons (RRFBs) are generally designed for locations with higher traffic volumes and pedestrian activity. Three different scenarios for RRFBs (RRFB 1, RRFB 2, and RRFB 3) specify which combination of markings and signs should be used in coordination with the RRFBs.
- **Further Analysis Required:** An engineering assessment is required to determine if a pedestrian hybrid beacon (PHB) or pedestrian signal are warranted per the MN MUTCD (which both require higher pedestrian volumes), as well as pedestrian demand, roadway conditions and context, and available gaps in traffic. The need for, and feasibility of, a grade-separated pedestrian crossing requires a more detailed engineering review to understand the feasibility and cost. They are most applicable for highly used trail or greenway crossings, as well as high demand locations of high speed, multi-lane roadways, expressways, and freeways.

Step 4: Further Analysis of Major Enhancements

This step considers warrants found in the MN MUTCD for pedestrian hybrid beacons or pedestrian signals subject to engineering judgement and review of applicability. The feasibility of grade-separation may also be studied and is dependent upon context-specific needs.

Step 3: Potential Crossing Enhancements Matrix

Number of Lanes and Roadway Configuration at the Crossing	AADT >1,000 to 4,000						AADT >4,000 to 9,000						AADT >9,000 to 12,000						AADT >12,000 to 15,000						AADT >15,000					
	≤30 mph	35 mph	40 mph	45 mph	50 mph	55 mph	≤30 mph	35 mph	40 mph	45 mph	50 mph	55 mph	≤30 mph	35 mph	40 mph	45 mph	50 mph	55 mph	≤30 mph	35 mph	40 mph	45 mph	50 mph	55 mph	≤30 mph	35 mph	40 mph	45 mph	50 mph	55 mph
2 Lanes with & without Raised Median	M&S 1	M&S 1	M&S 1	M&S 1	RRFB 2		M&S 1	M&S 1	M&S 1	RRFB 1	RRFB 2		M&S 1	M&S 1	RRFB 1	RRFB 1	RRFB 2		M&S 1	RRFB 1	RRFB 1	RRFB 2	RRFB 2		RRFB 1	RRFB 1	RRFB 2	RRFB 2		
3 lanes with Raised Median	M&S 1	M&S 1	M&S 1	M&S 2	RRFB 2		M&S 1	M&S 1	M&S 2	RRFB 1	RRFB 2		M&S 1	M&S 2	RRFB 1	RRFB 1	RRFB 2		M&S 2	RRFB 1	RRFB 1	RRFB 2	RRFB 3		RRFB 1	RRFB 2	RRFB 2	RRFB 3		
3 lanes without Raised Median	M&S 1	M&S 2	M&S 2	M&S 2	RRFB 2		M&S 1	M&S 2	M&S 2	RRFB 1	RRFB 2		M&S 2	RRFB 1	RRFB 1	RRFB 2	RRFB 3		RRFB 1	RRFB 1	RRFB 2	RRFB 3	RRFB 3		RRFB 2	RRFB 3	RRFB 3	RRFB 3		
4 lanes with Raised Median							M&S 2	M&S 2	RRFB 1	RRFB 2	RRFB 3		M&S 2	RRFB 1	RRFB 2	RRFB 3	RRFB 3		RRFB 1	RRFB 2	RRFB 3	RRFB 3			RRFB 2	RRFB 3	RRFB 3			
4 lanes without Raised Median							M&S 2	M&S 2	RRFB 1	RRFB 2	RRFB 3		RRFB 1	RRFB 2	RRFB 3	RRFB 3			RRFB 2	RRFB 3	RRFB 3				RRFB 3	RRFB 3				
5 lanes with Raised Median													RRFB 3	RRFB 3	RRFB 3				RRFB 3	RRFB 3					RRFB 3					
5 lanes without Raised Median													RRFB 3	RRFB 3					RRFB 3											
6+ Lanes with & without Raised Median																														

Number of Lanes and Roadway Configuration Definitions
<i>(lane number equals the total number of lanes that must be crossed at the point of crossing and includes both travel or turn lane*)</i>
2 Lanes with & without Raised Median: 1 lane in each direction with or without a raised median present.
3 lanes with Raised Median: 3 total lanes at the point of crossing with a raised median present (≥8 feet wide, preferred 10-12 feet).*
3 lanes without Raised Median: 3 total lanes at the point of crossing with an undivided roadway, painted median, or two-way left-turn lane present.
4 lanes with Raised Median: 4 total lanes at the point of crossing with a raised median present (≥8 feet wide, preferred 10-12 feet).*
4 lanes without Raised Median: 4 total lanes at the point of crossing with an undivided roadway or painted median present.
5 lanes with Raised Median: 5 total lanes at the point of crossing with a raised median present (≥8 feet wide, preferred 10-12 feet).*
5 lanes without Raised Median: 5 total lanes at the point of crossing with an undivided roadway or painted median present.
6+ Lanes with & without Raised Median: 6 or more lanes total at the point of crossing with or without a raised median present.

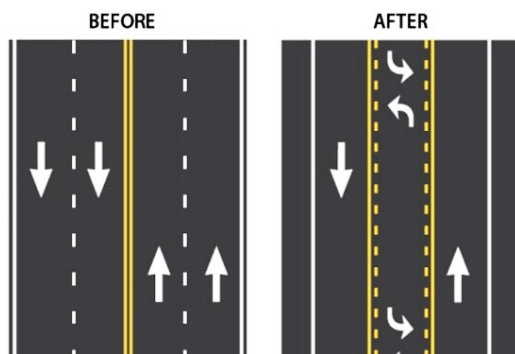
*A turn lane can be either right- or left-turn in direction - they are counted the same.

Crossing Infrastructure Definitions
M&S 1: crosswalk markings, crossing signage and warning signage (pedestrian or school crossing), parking restrictions, adequate nighttime lighting level, and in-street pedestrian crossing signage if applicable.
M&S 2: includes M&S 1 items, plus consideration of advanced stop here for pedestrian signs and stop bars.
RRFB 1: includes M&S 1 items plus consideration of Rectangular Rapid Flashing Beacons.
RRFB 2: includes M&S 1 items plus consideration of Rectangular Rapid Flashing Beacons, enhanced LED pedestrian crossing warning signage, and advanced stop here for pedestrian signs and stop bars.
RRFB 3: includes M&S 1 and consideration of RRFB 2 items, though RRFBs are overhead mounted.
Further Analysis Required: engineering and planning evaluation required to determine area crossing needs based upon city and county plans to determine a comprehensive approach for the context of the area.
Consider Lane Reduction: review the roadway volumes to determine if a lane reduction can be implemented prior to potential crossing improvements.

Crossing Infrastructure Treatments

The following section describes crossing infrastructure to illustrate the universe of opportunities to mark/stripe, sign, and implement geometric improvements to upgrade locations for crossing a roadway by walking, rolling, or bicycling. The list is not exhaustive and only highlights key treatments beyond typical pedestrian crossing and warning signage, or in-street pedestrian signs. Guidance of infrastructure treatments and best practices continues to grow nationally and should be reviewed during some frequency to ensure the latest enhancements are understood (i.e., type, impact, cost, etc.). Of note, construction estimates, and crash reduction percentages are from MnDOT's *Best Practices for Pedestrian and Bicycle Safety* (2021) or the FHWA.

Lane Reduction

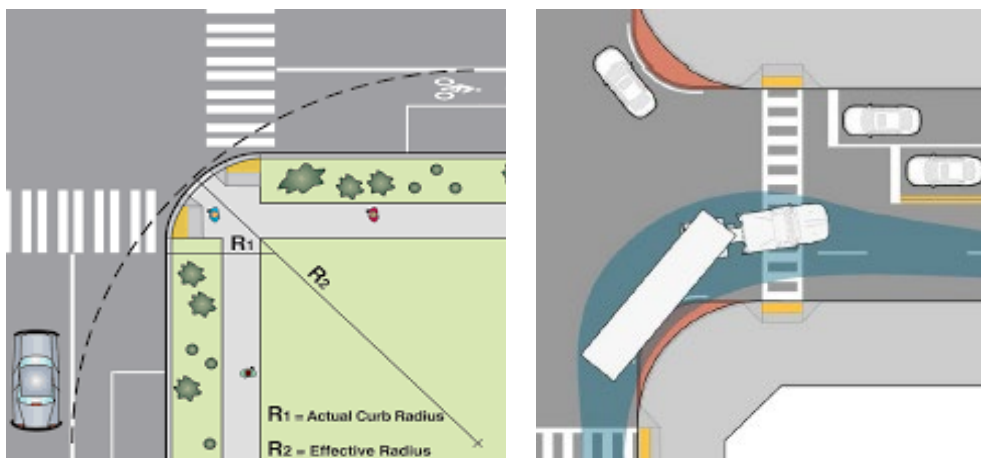


Source: Federal Highway Administration

A road diet reconfigures the roadway by converting a four-lane (or sometimes more), undivided roadway into a three-lane roadway with two through lanes and a two-way left-turn lane in the center of the roadway. The three-lane configuration provides added space to implement a pedestrian refuge island or landscaped median, bike infrastructure, and other elements for traffic calming. This is a candidate treatment for any undivided road with wide travel lanes or multiple lanes that can be narrowed or repurposed to improve

pedestrian crossing safety. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 19 to 47 percent. Typically, a roadway with 20,000 AADT or less is a good candidate for a four- to three-lane conversion, though some examples in the United States have shown successful conversions with traffic volumes as high as 26,000 AADT in addition to lower turning volumes. Average cost of implementation is \$25,000 to \$40,000 per mile.

Curb Radii



Source: Federal Highway Administration

Tightened curb radii provide several benefits including shortened crossing distance, slowed turning vehicle speeds, and a larger pedestrian-realm. An actual curb radius of five to ten feet should be considered whenever possible, and not to exceed 30 feet.² The effective curb radius should be minimized whenever possible and increased to accommodate turning buses or large trucks when absolutely required. In most conditions, the roadway has passenger vehicles or smaller trucks and, in some cases, large vehicles overtaking a lane to complete their turn should be acceptable unless specific issues are identified per staff review and engineering judgement. Creative designs can also be employed such as staggered stop bars and/or truck aprons to accommodate larger vehicle turning movements.

Curb Extension

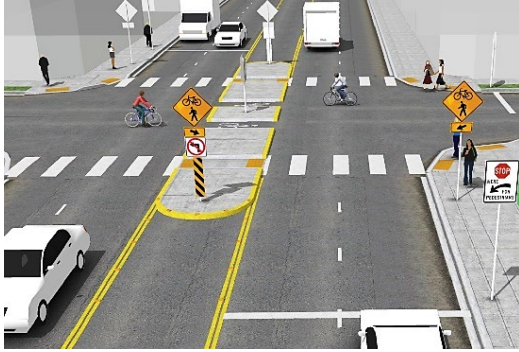


*The impact for driver sight of people crossing with the addition of curb extensions shown at right.
Source: National Association of City Transportation Officials.*

A curb extension is an extension of the sidewalk and curb line into the roadway to reduce pedestrian crossing distance and exposure to vehicles. They also provide visual cues to drivers and improve vision of pedestrians crossing while reducing turning speeds. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 45 percent. Curb extensions can double as a traffic calming device in mid-block locations as pinch points or chicanes. Average cost is \$2,000 to \$3,500 per corner without storm sewer impacts and \$10,000 to \$20,000 per corner if storm sewer is impacted.

² Minnesota Department of Transportation. (January 2016). *Infrastructure Reference Guide*.
https://www.dot.state.mn.us/mnsaferoutes/assets/downloads/MnDOT_SRTS_InfrastructureReferenceGuide.pdf

Pedestrian Refuge Island



Source: Federal Highway Administration

A pedestrian refuge island (i.e., a median) are raised areas that are constructed in the center of the roadway and serve as a place of refuge for people who cross mid-block or at an intersection and shorten the crossing distance. They allow people crossing to concentrate their attention on one direction of traffic at a time and allow users to wait for motorists and find an adequate gap in traffic before crossing the second half of the street. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 46 to 54 percent. Average total costs vary.

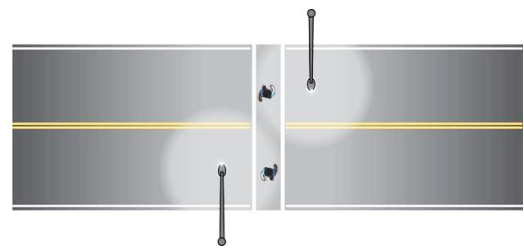
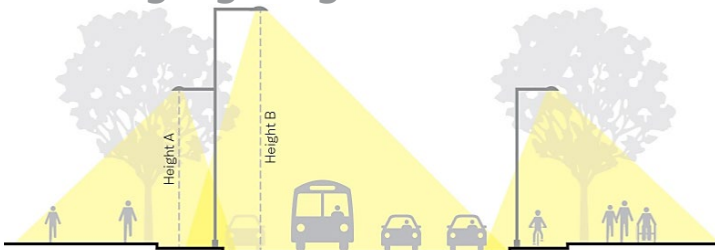
Raised Crosswalk



Source: Federal Highway Administration

A raised crosswalk is a speed table that extends across the full width of the roadway and raises the crossing to sidewalk height. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 45 percent. They are most applicable along two-lane or three-lane roadways with a posted speed limit of ≤ 30 mph, and traffic volumes of $\leq 9,000$ AADT, however, this is highly dependent upon the roadway's context and most applicable in urban areas. Average cost is \$7,000 to \$40,000 per crossing.

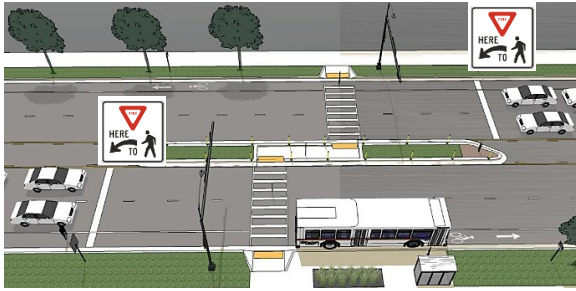
Crossing Lighting



Source: National Association of Transportation Officials (left), Federal Highway Administration (right)

Crosswalk lighting is a strategy that installs streetlights at, and in advance of, intersections and crosswalks to improve visibility and safety of the person crossing. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 42 percent. The lux (amount of light in lumens per square meter) is recommended at 20 to 40 lux at five feet above the road surface to provide adequate vertical illumination within a crosswalk. Lighting is particularly important at mid-block crossings and should illuminate the entire crossing from curb ramp to curb ramp as illustrated above. Average cost is \$10,000 to \$40,000 per intersection.

Advanced Stop Bar and Signage



Source: National Association of Transportation Officials

An advanced stop bar is typically striped 20 feet to 50 feet in advance of a marked crosswalk to encourage drivers to stop further back from the crossing which enhances the comfort for those crossing. The stop bar and corresponding sign also provides the key benefit for multilane roadways of removing the multilane threat by improving the visibility of a crossing pedestrian for motorists.

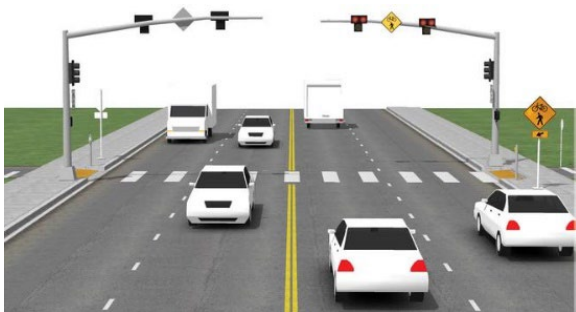
Rectangular Rapid Flashing Beacon (RRFB)



Source: Minnesota Department of Transportation

A crossing enhancement that is activated by a pedestrian and uses two rapid and alternate flashing yellow rectangular beacons. RRFBs are applicable on roadways with higher pedestrian demand, traffic volumes, and traffic speeds. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 47 percent. Average cost is \$15,000 to \$50,000 per crossing or \$80,000 to \$100,000 for an overhead system.

Pedestrian Hybrid Beacon (PHB)



Source: National Association of Transportation Officials

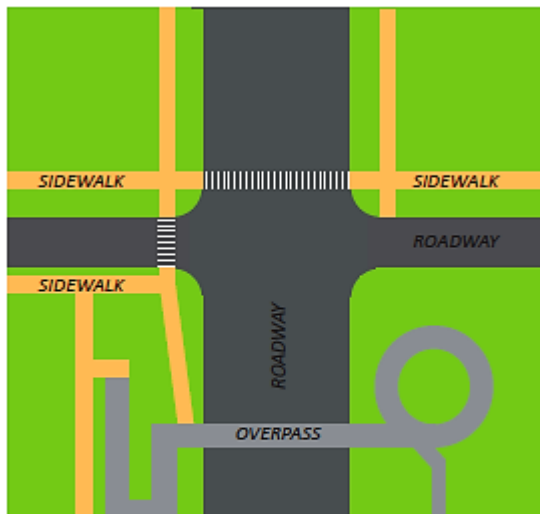
A pedestrian hybrid beacon (PHB), formerly known as a HAWK, is a beacon installed to warn and control traffic by having vehicles stop with a red light. It consists of two red lenses and one yellow lens and is dark until pedestrian activated. PHBs are applicable on high speed, multilane roadways, with higher traffic volumes and where RRFBs are no longer a viable safety solution, such as when gaps in traffic are not sufficient. If PHBs are not already

familiar to a community, agencies should conduct appropriate education and outreach as part of implementation. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 55 percent. Average cost is \$100,000 to \$170,000 per crossing. Of note, if pedestrian demand is higher, a pedestrian signal should be explored in lieu of a PHB. A pedestrian signal is a traffic signal placed at a pedestrian crossing and does not refer to a signalized intersection.

Grade-separated Crossing



Vertical separation of a pedestrian crossing (over or under a roadway) are most applicable for high volume and high speed roadways, railroads, and other topographically challenging locations or physical barriers. The overpass or underpass should always try to be conveniently located to reduce out-of-direction travel. It is a proven safety strategy for reducing crashes per the FHWA with a typical crash reduction of 87 percent. Cost can vary wildly and is dependent upon the surrounding context.



This grade-separated crossing may be less effective because it requires more travel distance and physical effort than crossing at-grade. Nonmotorized users are highly likely to cross at-grade instead.



This grade-separated crossing is more effective because it offers a direct route for pedestrians on the trail.

Source: Minnesota Department of Transportation

Removal of Infrastructure

Conditions that contribute to the need for a crossing enhancement may change over time, or a crossing may no longer be needed. When a roadway surface is to be impacted by reconstruction or resurfacing, a review should be performed to determine their use and need. If a crosswalk or crossing meets the criteria outlined in this assessment, it should be maintained. If it does not meet the criteria, it should be brought to the City Engineer for consideration of removal. In lieu of a removal, a crossing may also be reviewed for changes to align with the latest guidance or changing conditions.



Date: 6/24/2024

Street Light Policy and Charges

Proposed Action

Staff recommends adoption of the following motion: **No action required. Discussion only.**

Overview

The current City street light policy is based on a study adopted by the City Council in 1991. Specifically, Title 7, Chapter 3, Section 5 of the Lakeville City Code states, “charges for street lighting shall be made against all property benefited by the street lights”. The current applied definition of benefited areas, “any area deemed to need street lighting for the welfare of the community”, has been interpreted differently over the years. Quantifying or measuring benefits in relation to properties and street light locations has led to inconsistencies in the application of the street light charge, specifically in relation to residential units.

Street lights are installed with new developments and City/County public roadway and trail improvement projects. Currently, residential properties (service addresses) are billed a uniform rate per quarter. Commercial street lighting is billed differently and is not the focus of this discussion.

The City’s current adopted philosophy is that residential street lighting promotes pedestrian and traffic safety, and personal property security. It is a benefit to all properties (and cannot be measured by individual use), and therefore should be divided equally among all affected lots. Currently, there are several neighborhoods that do not have residential street lighting and do not pay a streetlight fee. While these residents do not benefit from streetlights at their house, they do travel across the community and benefit from street lighting when doing so.

Staff will have financial information regarding this change at the work session and will be seeking clarity from the City Council on this policy.

Supporting Information

None

Financial Impact: \$ Budgeted: No Source: Envision Lakeville Community Values: Good Value for Public Service Report Completed by: Zach Johnson, City Engineer
--



Date: 6/24/2024

Local Affordable Housing Aid (LAHA) with Dakota County Community Development Agency (CDA)

Proposed Action

Staff recommends adoption of the following motion: **No official action is required. This is an update and brief presentation from Dakota County CDA staff regarding housing programs.**

Overview

Tony Schertler, Executive Director, and Lisa Alfson, Director of Community and Economic Development with the Dakota County CDA will be making a presentation on the Local Affordable Housing Aid (LAHA) program, and will ask for Council feedback and comments, and possible support to entering into a formal agreement with the City of Lakeville to help administer some of these new LAHA funds.

The 2023 Legislature passed a housing bill with \$1 billion in new funding for various housing programs. The Legislature appropriated state funds for the programs and established a metro wide sales tax for housing needs, including a portion of this tax as a local housing aid for metropolitan cities. The new law establishes a 0.25% metropolitan regional sales tax, with a portion of the proceeds allocated to metropolitan cities over 10,000 in population. Lakeville will receive a distribution of aid under this legislation with an estimate of \$385,117 in 2024. A spreadsheet showing the estimated distribution of aid by city, for 2024-2027, is attached. It is expected that the amount to increase over time, because collections for this tax began in October of this year, which shortens the collection time frame for the first year.

Cities can use this aid for emergency rental assistance, financial support to nonprofit affordable housing providers, and projects for the construction, acquisition, rehabilitation, demolition or removal of existing structures, construction financing, permanent financing, interest rate reduction, refinancing, and gap financing of housing. Cities will be able to use this aid only for affordable housing assistance to households at 115 percent of the area median income (AMI) for home ownership projects, and 80 percent AMI for rental housing projects. For a household of four, 115% AMI is \$142,850 and at 80% AMI is \$97,800 (2024 income guidelines).

Cities must spend this aid by December 31st in the third year following the year after the aid was received. Beginning in 2025, cities must submit an annual report with documentation on any unspent funds, and documentation of qualifying projects completed or planned. This report will be due by December 1st of each year (starting in 2025) to the Minnesota Housing Finance Agency.

Uses of Funds

Dakota County cities have been working with the Dakota County CDA to identify methods to pool LAHA funds countywide to maximize affordable housing production and preservation and to minimize administrative costs. The CDA has identified three programs which build upon existing CDA programs and which the CDA could efficiently administer on cities' behalf:

Enhanced single-family home improvement loan program which would increase the number of homes improved from 60-70 per year to 115-120 per year countywide. For program year 2023, six projects were completed, totaling \$193,894. There are currently 8 active projects in various stages of completion and two on the waitlist.

Radon mitigation grant program which would provide funds for radon testing and mitigation in at least 40 homes per year countywide.

Preservation and new construction gap financing for both rental and home ownership preservation and new construction. On April 24, 2024, the CDA Board authorized the Executive Director to partner with Dakota County cities to administer Local Affordable Housing Aid (LAHA) dollars, and enter into formal agreements with cities, if requested.

On April 24, 2024, the CDA Board authorized the Executive Director to partner with Dakota County cities to administer Local Affordable Housing Aid (LAHA) dollars, and enter into formal agreements with cities, if requested.

Policy Questions

1. Is the City Council supportive of partnering with the CDA to implement LAHA funding?
2. Does the City Council support collaboration with the Dakota County CDA on all or one of the following programs listed above?

Supporting Information

1. Enhanced Home Improvement Loan Program
2. Radon Mitigation Grant Program
3. Residential Preservation New Construction Gap Financing Program

Financial Impact: \$385,117 LAHA will be distributed to the city in 2024 Budgeted: No Source: Envision Lakeville Community Values: A Home for All Ages and Stages of Life Report Completed by: Tina Goodroad, Community Development Director
--

Project Proposal:	Enhanced Single-Family Home Improvement Loan Program
Project Purpose:	Expand the existing CDA-administered Home Improvement Loan Program to include additional Local Affordable Housing Aid (LAHA) funding. Please see the attached brochure for information about the Home Improvement Loan Program.
Project Objectives:	1) Continue to improve the housing stock of Dakota County. 2) Expand existing program with proven results to more income-eligible residents of County. 3) Provide cities and county with a way to use LAHA for an existing countywide housing program. 4) Diversify funding resources for existing CDA program.
Project Outcomes:	1) Increase number of homes improved from 60-70 per year to 115-120 per year after Year 2 of new program.
Project Details:	• Provide deferred 0% loans of up to \$35,000 for home improvement projects. • Home improvement projects prioritize health, safety, and structural integrity issues. ○ Common improvements include new roofs, siding, HVAC systems, windows, building foundation or other structural updates, accessibility improvements, kitchens and bathrooms(accessibility). ○ Other improvements would be considered if they address health and safety issues or otherwise improve the value of the home. Common improvements are repairs or replacement of detached garages, kitchens and bathrooms (non-accessibility), driveway replacement/repair • Homeowners must be income eligible and meet other CDA program requirements, e.g. own and reside in home, meet credit standards, be current on property taxes, properties must be at least 15 years old, etc. ○ CDBG funds require 80% AMI cap ○ LAHA requires 115% AMI cap } See attachments for current AMI limits • Have one application for homeowners; eliminates any confusion for homeowners. • Eligible HO with incomes at or below 80% AMI could use either countywide and city CDBG and LAHA. • Eligible HO with incomes between 81-115% AMI would use only countywide and city LAHA as they are available. • Program income generated from LAHA would be used for future home improvement loans, similar to the CDBG program. CDA would track program income and deposit into individual city accounts.

Project Funding:	• Current CDBG entitlement funding totals \$1,193,635 for FY 2023, which includes cities' and Dakota County CDBG allocated to CDA's HO Rehab program. • CDA spends approximately \$1,725,800 to rehab 70 homes in a fiscal year, on average. ○ Current CDBG allocation will fund about 37 loans at \$32,000/ea. ○ Program income from previous CDBG loans supports another 15 more per year. ○ Takes about 18 months to fully expend a year's worth of CDBG and program income. ○ Funds are replenished annually, provided Congress funds the CDBG program. • Future LAHA – CDA estimates it could successfully deploy an additional approximately \$1,400,000 to rehabilitate an additional 55 loans per year after first full year of additional funds. • Individual cities contributing to program would have separate subaccounts that will be tracked by CDA staff.
Project Staff:	• Existing staff: ○ 1 FT Rehab Coordinator ○ 1 FT Rehab Advisor ○ 1 FT PSA ○ 2 Rehab Advisor contractors – each takes 5-7 files per year, total of 15 • Additional staff needed for LAHA funds: 1 additional FT Rehab Advisor
Project Reporting:	The CDA would provide annual reports to participating cities and Dakota County. The annual report would include the following: ○ Community's contribution to program that fiscal year ○ Number of loans using LAHA ○ Program income generated

Attachments: 1. CDA Home Improvement Loan Brochure

Minnesota Housing Rehabilitation Loans

The Dakota County CDA is a local lending partner with Minnesota Housing for the state funded Rehabilitation Loan program.

This program assists very low-income homeowners in financing basic home improvements that directly affect the safety, habitability, energy efficiency and accessibility of their homes.

To be eligible, borrowers must occupy the property, have less than \$25,000 in financial assets and meet program income limits.

For more information about Minnesota Housing's loan programs visit www.mnhousing.gov.



1228 Town Centre Drive
Eagan, MN 55123

Home Improvement Loan Programs
07/21

Dakota County

Home Improvement Loan Programs

Loans to help Dakota County
homeowners finance their fix-ups.



Home Improvement Loan Program

Dakota County homeowners needing financial assistance to make improvements to their homes can apply for a Home Improvement Loan from the Dakota County Community Development Agency (CDA).

Common improvements include adding insulation, furnace replacements, exterior upgrades (roofs, siding, windows) and special needs modifications (such as ramps or roll-in showers).

How to Qualify

Applicants must own and reside in their home, meet equity and credit requirements and have a gross annual income that does not exceed the federally mandated limits for the program. For information about the program and income limits, visit www.dakotacda.org.

Loans Terms

- 0% interest
- No monthly payments
- Minimum loan = \$15,000
- Maximum loan = \$35,000
- Repayable when the home is no longer the homeowner's primary residence or when the home is sold. Homeowners may also be required to repay the loan if they refinance or take out a home equity loan.
- Dakota County CDA Home Improvement Loans are not forgiven. Repayment is required.

The Process

- If you qualify, the CDA will inspect your home, prepare specifications and assist you in obtaining at least two bids for the work to be done.
- Loan proceeds are kept on account for you by the CDA and payments are made directly to the contractors on your behalf when the work is completed.
- Inspection of work upon completion is required by both you and the CDA before payment is made.
- Special provisions may apply to emergency situations and accessibility improvements, which can be obtained by contacting the CDA.

How to Apply

Home Improvement Loan applications can be downloaded from the CDA's website at www.dakotacda.org or call (651) 675-4400 to request an application by mail.

Completed applications will be reviewed for eligibility and all personal information will be kept private per Minnesota State Law.

Program funding is limited and there is a waiting list for loans.

Questions?

Contact the CDA Housing Rehab Specialists at (651) 675-4400.

The Home Improvement Loan Program is funded by the federal Community Development Block Grant Program through the U.S. Department of Housing and Urban Development. Additional funding is provided by the Dakota County HOPE Program.

The Dakota County CDA has programs for homebuyers and homeowners to be successful. For more information about home improvement loans, weatherization funds, mortgage foreclosure counseling, homebuyer education or first time homebuyer resources, visit www.dakotacda.org



Proposed Project:	Dakota County Homeowner Radon Testing and Mitigation Grant Program
Project Purpose:	The average radon level in Minnesota is more than three times higher than the U.S. radon level. This is due to our geology and how our homes operate. Minnesota homes are closed up or heated most of the year, which can result in higher levels of radon. In Minnesota, more than two in five homes have radon levels that pose a significant health risk. Exposure to radon over a prolonged period can lead to lung cancer. <i>Minnesota Department of Health website</i> The Environmental Protection Agency (EPA) has set the action level at 4 pCi/L (picocuries of radon per liter of air). The Minnesota Department of Health recommends installing a radon mitigation system when the radon level is at 4 pCi/L or higher. Between 2 and 4 pCi/L, a radon mitigation system should be considered to lower the level as much as possible. The average indoor radon level in Dakota County is 3.6 pCi/L as determined by radon test results from AirChek, an at-home radon testing company. There is no safe level of radon in a home. The proposed Homeowner Radon Testing and Mitigation Grant program would provide free testing services to income-eligible residents, and would provide free mitigation services for those income-eligible residents whose homes have radon levels greater than 2.6 pCi/L. A lower radon level was chosen as the benchmark in order to reduce radon levels in existing homes as much as possible.
Project Objectives:	1) Continue to improve the housing stock of Dakota County. 2) Reduce potential future risk of lung cancers in Dakota County residents. 3) Provide cities and county with a way to use Local Affordable Housing Aid (LAHA).
Project Outcomes:	1) Test at least 40 homes in Dakota County for radon per year. 2) Install radon mitigation systems in all homes assessed for radon with levels greater than 2.6 pCi/L per year, subject to available funding. 3) Reduce the number of homes with high radon levels. Mitigation systems would be required to reduce radon to ≤ 2.0 pCi/L.
Project Details:	• Provide grants to assess for and mitigate radon when levels are 2.6 pCi/L or greater. • Homeowners must own and reside in home, be current on property taxes, and be income eligible. ○ CDBG funds require 80% AMI cap ○ Sales tax funds require 115% AMI cap } See attachments for current AMI limits

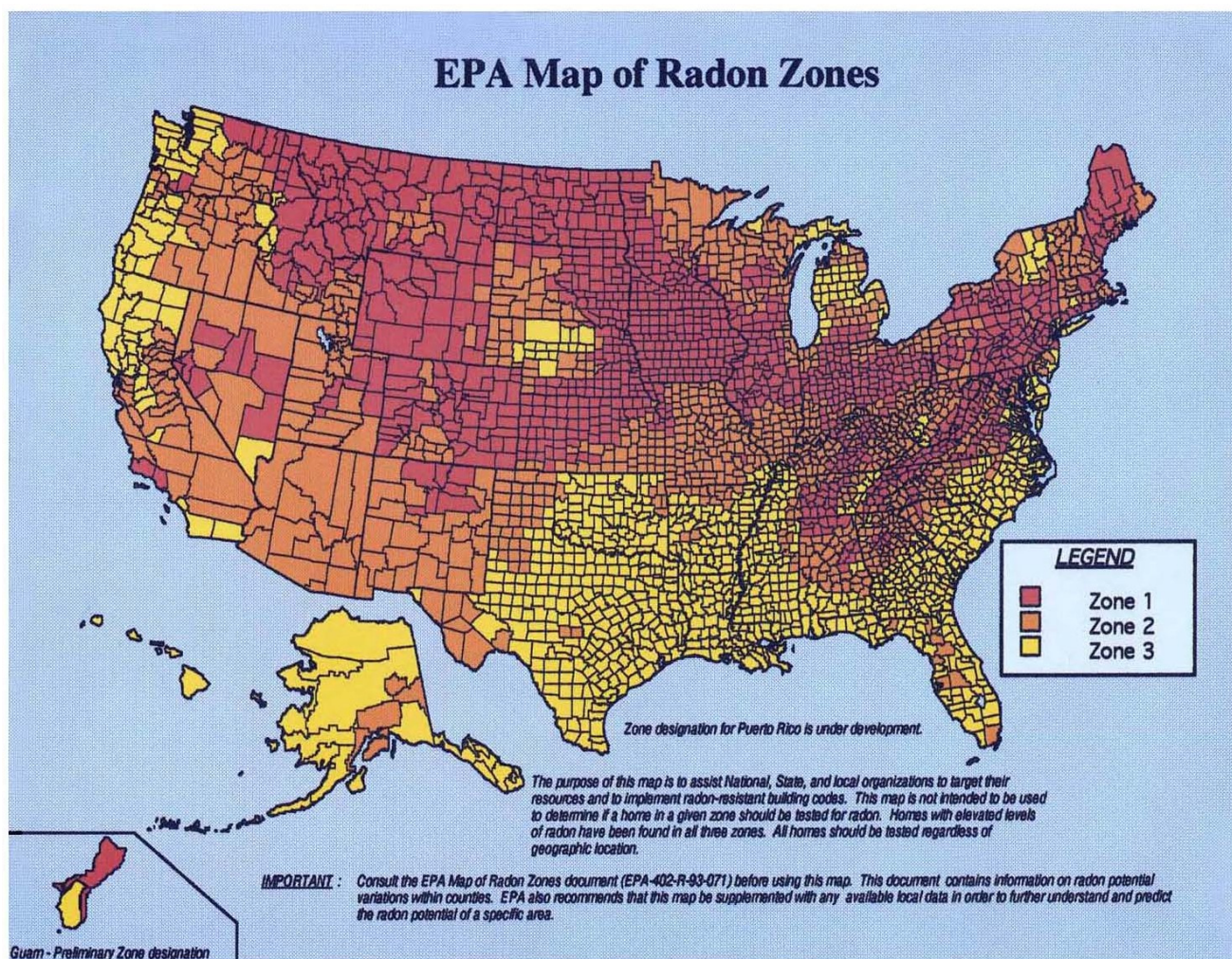
	• Homeowners who qualify for CDA Home Improvement Loan, MHFA RLP Loan, Energy Assistance, Weatherization automatically will be eligible for the Radon Grant Program. ○ Homeowners would need to sign a grant agreement if they are recipients of the above-listed program. • Homeowners who do not qualify for the above-listed programs may apply for the Radon Grant Program with a separate application. ○ A separate application process will be developed if this program is established. ○ Homeowners would need to sign grant agreement. • Homeowners will solicit bids from two licensed mitigators; CDA will evaluate bids for cost reasonableness. • CDA will pay mitigators upon completion of project and satisfactory clearance test numbers (≤ 2.0)
Project Funding:	• Funding exclusively through LAHA funds. • Estimate program would need \$200,000 per year to assess for and install radon mitigation systems in 40 homes. • Individual cities contributing to the program would have separate subaccounts that will be tracked by CDA staff.
Project Staff:	• The Radon Mitigation Grant program would use existing CDA staff. No additional staff would be needed.
Project Reporting:	The CDA would provide annual reports to participating cities and Dakota County. The annual report would include the following: ○ Community's contribution to program that fiscal year ○ Number of grants using LAHA funds

Attachments:

1. EPA Radon Zones Map
2. EPA Radon Risks Chart

Radon Zones Map

The U.S. Environmental Protection Agency (EPA) created this map to identify areas with the potential for elevated indoor radon levels. The EPA Map of Radon Zones helps national, state, and local organizations implement radon-resistant building codes. The map should not be used to determine if a home in a given zone should be tested for radon. Homes with elevated levels of radon have been found in all three zones. All homes should be tested for radon.



What do the colors mean?

	Zone 1 (red zones)	Highest potential; average indoor radon levels may be greater than 4 pCi/L (picocuries per liter)
	Zone 2 (orange zones)	Moderate potential; average indoor radon levels may be between 2 and 4 pCi/L
	Zone 3 (yellow zones)	Low potential; average indoor radon levels may be less than 2 pCi/L

RADON RISK IF YOU SMOKE

Radon Level	If 1,000 people who smoked were exposed to this level over a lifetime*...	The risk of cancer from radon exposure compares to**...	WHAT TO DO: Stop Smoking and...
20 pCi/L	About 260 people could get lung cancer	⬇ 250 times the risk of drowning	Fix your home
10 pCi/L	About 150 people could get lung cancer	⬇ 200 times the risk of dying in a home fire	Fix your home
8 pCi/L	About 120 people could get lung cancer	⬇ 30 times the risk of dying in a fall	Fix your home
4 pCi/L	About 62 people could get lung cancer	⬇ 5 times the risk of dying in a car crash	Fix your home
2 pCi/L	About 32 people could get lung cancer	⬇ 6 times the risk of dying from poison	Consider fixing between 2 and 4 pCi/L
1.3 pCi/L	About 20 people could get lung cancer	(Average indoor radon level)	(Reducing radon levels below 2 pCi/L is difficult)
0.4 pCi/L		(Average outdoor radon level)	

Note: If you are a former smoker, your risk may be lower.

It's never too late to reduce your risk of lung cancer. Don't wait to test and fix a radon problem. If you are a smoker, stop smoking.

RADON RISK IF YOU'VE NEVER SMOKED

Radon Level	If 1,000 people who never smoked were exposed to this level over a lifetime*...	The risk of cancer from radon exposure compares to**...	WHAT TO DO:
20 pCi/L	About 36 people could get lung cancer	⬇ 35 times the risk of drowning	Fix your home
10 pCi/L	About 18 people could get lung cancer	⬇ 20 times the risk of dying in a home fire	Fix your home
8 pCi/L	About 15 people could get lung cancer	⬇ 4 times the risk of dying in a fall	Fix your home
4 pCi/L	About 7 people could get lung cancer	⬇ The risk of dying in a car crash	Fix your home
2 pCi/L	About 4 people could get lung cancer	⬇ The risk of dying from poison	Consider fixing between 2 and 4 pCi/L
1.3 pCi/L	About 2 people could get lung cancer	(Average indoor radon level)	(Reducing radon levels below 2 pCi/L is difficult)
0.4 pCi/L		(Average outdoor radon level)	

Note: If you are a former smoker, your risk may be higher.

*Lifetime risk of lung cancer deaths from EPA Assessment of Risks from Radon in Homes (EPA 402-R-03-003).

**Comparison data calculated using the Centers for Disease Control and Prevention's 1999-2001 National Center for Injury Prevention and Control Reports.

Project Proposal:	Residential Preservation and New Construction Gap Financing Program
Project Purpose:	Expand the existing CDA-administered gap financing resources for residential multi-family and single-family preservation and new construction to include Local Affordable Housing Aid (LAHA) funding. The CDA currently administers other gap financing tools such as the Dakota County levy-funded HOPE Program and federally-funded HOME Program.
Project Objectives:	1) Continue to improve and add to the affordable housing stock of Dakota County. 2) Provide cities and county with a way to use LAHA for an existing countywide housing program. 3) Increase and diversify gap financing resources.
Project Outcomes:	Currently the CDA is providing gap financing to an average of two - three new construction multi-family projects and an average of three - four single-family projects (both new construction and preservation).
Project Details:	The CDA is fortunate to have a variety of affordable housing finance resources including the annual Low-Income Housing Tax Credit allocation, an annual tax-exempt bond allocation, and gap finances including the locally-funded HOPE Program and the federally-funded HOME Program. With this level of resources, the CDA is typically aware of any potential, significant affordable housing developments that are looking to come into Dakota County. The CDA has staff who work regularly with developers from concept to fully-financed and constructed affordable housing developments, both preservation and new construction, throughout Dakota County. The CDA has in-house knowledge and expertise on underwriting these projects. Cities may allocate LAHA funds to increase the amount of gap financing available in their communities for preservation and new construction. Cities can rely on the CDA's underwriting capabilities to structure these complex financial deals on the behalf of their LAHA dollars. The details on how the LAHA dollars will be structured in a preservation or new construction affordable housing project will need to be determined, but initial thoughts are the structure would mimic the primary gap funding source (i.e. HOPE, HOME).

Project Funding:	• The CDA Board of Commissioners has traditionally allocated \$1.5 million of HOPE funds annually to provide gap financing to two multi-family projects. • The CDA also administers the HOME Program that has approximately \$800,000 annually for gap financing to support preservation and new construction residential projects. • Future LAHA – The CDA will work with cities to identify multi-family and single-family residential projects that need gap financing. • Individual cities contributing to the program would have separate subaccounts that will be tracked by CDA staff.
Project Staff:	• Existing staff: ○ Housing Finance Manager ○ Community Development Coordinator ○ Director of Comm & Econ Development • Additional staff needed for LAHA funds: None. • Cost to City Partners: Nominal admin fee.
Project Reporting:	The CDA would provide annual reports to participating cities. The annual report would include the following: ○ Community's contribution to program that fiscal year ○ Number of projects that received LAHA gap financing ○ Details of projects including: number of units, income limits of units, details of loan terms, etc.