

**Watertown City Council**

February 8, 2022

**Agenda Item:** Forest Hills 9th Addition-Letter of Credit Reduction**Request for Action:** Reduce Letter of Credit**Department:** Engineering

The developer for Forest Hills 9<sup>th</sup> Addition has requested a reduction in the Letter of Credit. City staff has reviewed the site to identify any remaining items and they are summarized in the attached letter.

Staff recommends reducing the Letter of Credit to \$10,000.00.

**Attachments:**

Letter of Credit Summary Letter



**BOLTON  
& MENK**

Real People. Real Solutions.

2638 Shadow Lane  
Suite 200  
Chaska, MN 55318-1172

Ph: (952) 448-8838  
Fax: (952) 448-8805  
Bolton-Menk.com

February 3, 2022

City of Watertown  
Jake Foster  
309 Lewis Avenue S  
Watertown, MN 55388

RE: Forest Hills 9<sup>th</sup> Addition  
Letter of Credit Reduction Request

Dear Mr. Foster,

Loomis Homes LLC has requested to reduce the Letter of Credit associated with the Forest Hills 9<sup>th</sup> Addition located within the City of Watertown. The city has previously reduced the Letter of Credit amount to \$42,000 due to the completion of grading, utilities, and street construction. The remaining items being grading within the park area, permanent turf establishment, and temporary erosion control removals. The original construction estimates unit costs and an estimate of the remaining items were used to determine the dollar amounts listed below. It is recommended that the city reduce the letter of credit by \$32,000 and retain a letter of credit in the amount of \$10,000.

• Park Grading	\$5,000.00
• <u>Turf Establishment and Sediment/Erosion Control</u>	<u>\$3,000.00</u>
Value of Work Remaining	\$8,000.00
<u>25% Value of Work Completed</u>	<u>\$2,000.00</u>
Letter of Credit Amount to Remain	\$10,000.00
Letter of Credit Reduction	\$32,000.00

Sincerely,

BOLTON & MENK, INC.

Andrew Budde P.E.  
City Engineer



Loomis Homes LLC  
1458 White Oak Dr  
Chaska, MN 55318  
Scott Loomis  
Chief Managing Officer  
[Scott@loomis-homes.com](mailto:Scott@loomis-homes.com)  
952-200-8838

**To:** City of Watertown

**Attn.** Jeff O'Neill

309 Lewis AVE S

Watertown, MN

**RE:** Forest Hills 9<sup>th</sup> Letter of Credit reduction

Loomis Homes is seeking a letter of credit reduction to the amount of \$10,000. All contracted /punch items except regrading/seeding of the NW area of the park land has to be completed. We are scheduled to complete the touchup grade and seed spring 2022

A handwritten signature in blue ink that reads "Scott" followed by a stylized flourish.

**Scott Loomis**

**President**

1/5/22