

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
JANUARY 27, 2014
7:00 PM

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

4. PROCLAMATIONS

A. Heart Safe Communities

5. CONSENT AGENDA

- A. Approve January 6 City Council workshop meeting minutes.
- B. Approve January 13 City Council meeting minutes.
- C. Approve January 20 City Council workshop meeting minutes
- D. Accounts payable.

6. VISITORS TO BE HEARD

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

7. PUBLIC HEARINGS

8. ADMINISTRATIVE REPORTS

- A. West Hennepin Public Safety monthly reports.
- B. City Engineer monthly report.
- C. Fire Department annual report.

9. OLD BUSINESS

10. NEW BUSINESS

- A. Approval of Main Street West and Rainbow Avenue Utility and Street Improvements- Urban Section
- B. Approve Specifications, Authorize Ad for Bid Water Meter Replacement
- C. Approval of Parks Commission Applicant

11. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

12. COUNCIL REPORTS & OTHER BUSINESS

13. CLOSED SESSION

14. ADJOURNMENT

City of Maple Plain Proclamation

WHEREAS, according to the Minnesota Department of Health, sudden cardiac arrest is the second leading cause of death in Minnesota and responsible for almost 20% of deaths; and

WHEREAS, the people of Maple Plain, recognize the importance of AEDs and CPR in the first two minutes of a cardiac arrest; and

WHEREAS, the City of Maple Plain places an important value on our residents, their family and friends, the City is dedicated to providing the highest level of public safety. The goal of a Heart Safe Community is to make the community a safer place to live, work and play by being prepared to reduce the number of deaths and disabilities associated with Sudden Cardiac Arrest; and

WHEREAS, the West Hennepin County Chamber of Commerce is committed to making Maple Plain a Heart Safe Community where AEDs are more readily available in the community and the public is educated in sudden cardiac arrest, AEDs and CPR.

NOW, THEREFORE, BE IT RESOLVED, that I, Roger Hackbarth, Mayor, on behalf of the City Council of the City of Maple Plain and all the citizens of this community, hereby proclaim Maple Plain a Heart Safe Community beginning February 1, 2014. Our commitment to a healthier community benefits the residents, employees and visitors of Maple Plain. As a Heart Safe Community, Maple Plain hopes to increase the success rate and survival rate for those suffering from Sudden Cardiac Arrest.

Roger Hackbarth, Mayor
January 27, 2014

**Maple Plain City Council Workshop
Meeting Minutes
January 6, 2014
Maple Plain City Hall**

I. CALL TO ORDER

Acting Mayor Young called the meeting to order at 5:30 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy, Jerry Young and Mike DeLuca; and City Administrator Tessia Melvin.

Mayor Roger Hackbarth arrived at 5:40 p.m.

II. 2014 CITY APPOINTMENTS

City Administrator Melvin presented to the Council the City Appointment listings. Councilmember DeLuca asked the Council if the Parks Liaison and Planning Commission Liaison were necessary. Councilmember Eisinger appreciated being on the Planning Commission and thought his role provided good oversight to the Planning Commission. Councilmember Young added that as long as Council time is spent providing guidance and value, he supports the two liaison positions. Mayor Hackbarth agreed that as long as value was being added. The Council reached a consensus to continue the two liaison roles.

Councilmember DeLuca raised the question of additional committees for the Council. He suggested a personnel committee. Councilmember Eisinger suggested that the topic of additional committees be brought to the strategic planning meeting. Council asked Melvin to investigate what a personnel committee would look like and how it would be formed.

Melvin suggested to the Council that they evaluate their current positions and determine if they want to continue on those that they are currently serving and also determine if there are other committees they would like to join. Councilmember DeLuca asked the Council if they wanted to specialize in specific committees or become generalists. Mayor Hackbarth stated that while rotation is important, the councilmembers have only been on their current committees for one year. Councilmember McCoy added that while there is value in rotation, he asked that, as a new member, that the appointments remain the same for 2014. The Council received a consensus on maintaining the current appointments for 2014.

City Administrator Melvin asked the Council to review the staff and consultant roles. Mayor Hackbarth added that he would like to see the Engineer, Planner and Attorney come in front of the Council, at a workshop, to present their services.

Melvin suggested that the Council examine several recommended Planners and use their services for 4-6 months. At that time the Council can review the work and determine if they would like to create a contract or go out for a Request for Quote process. Councilmember McCoy agreed with this approach and suggested sharing services with the City of Independence. Councilmembers agreed to begin working with Mark Kaltsas, City Planner for the City of Independence.

The Council had much discussion on the request of the City Engineer and City Attorney to increase their fees, in 2014, by three percent. Mayor Hackbarth added that in the future it would be helpful to have these projections presented during the budget process.

The Council also asked Melvin to go out for RFP for our contracted consultants in the spring of 2014.

III. SHARED SERVICES REPORT

Councilmember DeLuca provided a report on the Shared Services Committee. The Committee was created between the Cities of Independence and Maple Plain. The Committee studied the following areas and met with staff from each city to discuss:

- Public Works
- Administration
- Consulting Services

Councilmember DeLuca reported that the purpose of this Committee was to examine if there were additional opportunities for shared services and cooperation between the cities that may add additional value and/or cost savings. The cities currently share police and fire services through cooperative arrangements. In addition, the two cities are bonded together in other venues like the Pioneer Sarah Creek Watershed Commission and the Lake Minnetonka Communications Commission.

Councilmember DeLuca reported on four recommendations from the Committee:

1. The Administrators from Maple Plain and Independence meet to look into shared opportunities in the administrative area. Specifically, they should study consulting services and purchased services.
2. The Administrators from both cities meet to look at additional opportunities in the public works areas. Specific things to consider include: call pay, overtime, backup and use of each other's staff for maintenance and snow plowing.

3. The Administrators from each city should work with applicable planning organizations to coordinate and plan together city celebrations and activities. The Committee feels that it is important for each city to hold their respective celebrations; nonetheless, that the Administrators should look at sharing advertisement costs, publicity and potentially some supplies.
4. Both city councils should hold a joint meeting two times a year. The joint council meetings will be an opportunity to discuss common issues and concerns. Each city shall also designate a liaison to the other council to seek out additional opportunities for sharing and cooperation and to promote communication between the cities.

Councilmember McCoy added that the Committee wants the Cities to look at opportunities that will add value or create cost savings. Councilmember DeLuca added that the four areas should be completed by May 1. Melvin added that the timeline seemed a bit tight for the amount of research that will be needed. In addition, with the City's other priorities, she suggested doing one of the areas per quarter.

Mayor Hackbarth added that the cities are already doing some shared services like Cleanup Day, and it is important to keep collaborating, but it is important for Melvin to have the time to complete other priorities for the cities.

Councilmember Eisinger agreed to proceed with the shared services, but suggested that the City Administrator create a realistic timeline. The Council agreed to allow the City Administrator to create a timeline.

IV. DISCUSSION OF REPLACEMENT OF CITY PLANNER

City Administrator Melvin reported that Tom Goodrum, current City Planner, had resigned from MFRA, and his new firm does provide city planning services. Melvin met with Goodrum to talk about suggestions for his replacement. Melvin reported five options.

1. Continuing with MFRA; however, their rates would increase from \$95 per hour to \$114.
2. Contracting with Mark Kaltsas, who also provides planning services for the City of Independence.
3. Contracting with Ben Wikstrom, who also provides planning services for the City of Big Lake.
4. Contracting with Jennifer Haskamp, who also created the Maple Plain Design Guidelines.
5. The City could go out for RFPs on planning services.

After much discussion, the Council agreed to work with Mark Kaltsas, on an interim basis, to see how it works out. After four – six months the Council would

review his work and determine if they want to keep Kaltsas as the City Planner, or go out for RFPs.

V. DISCUSSION OF PRIORITIES

The Council did not get to talk about priorities.

VI. DISCUSSION OF CITY CODE 30.35

The Council did not get to talk about priorities.

VII. ADJOURNMENT

Councilmember Eisinger moved to Adjourn; Councilmember Young seconded. Motion passed 5-0. Meeting adjourned at 6:50 p.m.

Prepared by

Tessia Melvin, City Administrator

**Regular Meeting of the Maple Plain City Council
Meeting Minutes
January 13, 2014
Maple Plain City Hall
7:00 PM**

1. CALL TO ORDER

Councilmember Eisinger called the meeting to order at 7 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy and Mike DeLuca; City Administrator Tessia Melvin; City Attorney Jeff Carson; City Planner Tom Goodrum; and City Engineer Dan Boyum.

Absent: Councilmember Jerry Young.
Mayor Hackbarth arrived at 7:10 p.m.

Councilmember Eisinger moved to adopt the Agenda with the addition of a LUCAS Machine Presentation to the City Council by the Maple Plain Fire Department; Councilmember McCoy seconded. Motion passed 3-0.

2. CONSENT AGENDA

Items approved under the Consent Agenda:

- A. Approve November 25, 2013 workshop meeting minutes.
- B. Approve October 28, 2013 Workshop meeting minutes.
- C. Approve December 2, 2013, Truth and Taxation meeting
- D. Approve December 9, 2013 regular meeting minutes.
- E. Approve December 9, 2013 special meeting minutes.
- F. Accounts Payable
- G. 2014 Local Board of Appeals and Equalization Hearing Date
- H. LMCIT Tort Waiver
- I. LMCIT Elected Officials Insurance Coverage Renewal

Councilmember McCoy moved to approve the Consent Agenda; Councilmember DeLuca seconded. Motion passed 3-0.

3. PRESENTATION OF THE LUCAS MACHINE

Councilmember Eisinger thanked the City Council on behalf of the Maple Plain Fire Department for their help in purchasing the LUCAS Machine. The machine performs “near perfect” chest compressions, that assists firefighters in emergency response situations. Eisinger noted that Loretto’s Fire Department has a LUCAS machine, and it has been the factor for three saved lives. The Firefighters in the audience had their picture taking with the Maple Plain City Council.

Councilmember McCoy moved for the Council to go to recess at 7:10 p.m. for photos, seconded by Councilmember DeLuca. Motion passed 4-0.

The meeting resumed at 7:15 p.m.

4. ADMINISTRATIVE REPORTS

A. Downtown Redevelopment Project

City Attorney Carson reported that the City let a Development Agreement and Purchase agreement expire on December 31, 2013. It was the City's hope in 2009 that a Development project would occur. The City is now marketing the project and hopeful to get a new developer.

B. Facility Study

Mayor Hackbarth reported that at the January EDA meeting, it was determined to pursue the following two options for the relocation of the Maple Plain City Hall.

1. Adding onto the Fire Department
2. Leasing from the Discovery Center

Mayor Hackbarth added that the no concept is final, but the Council has asked for further research on these two options.

5. OLD BUSINESS

Councilmember McCoy reported on the Shared Services Committee's work. The Committee has created a work-plan that includes the following four recommendations:

1. The Administrators from Maple Plain and Independence meet to look into shared opportunities in the administrative area. Specifically, they should study consulting services and purchased services.
2. The Administrators from both cities meet to look at additional opportunities in the public works areas. Specific things to consider include: call pay, overtime, backup and use of each other's staff for maintenance and snow plowing.
3. The Administrators from each city should work with applicable planning organizations to coordinate and plan together city celebrations and activities. The Committee feel that it is important for each city to hold their respective celebrations, the Administrators should look at sharing advertisement costs, publicity and potentially some supplies.
4. Both city councils should hold a joint meeting two times a year. The joint council meetings will be an opportunity to discuss common issues and concerns. Each city shall also designate a liaison to the other council to seek out additional opportunities for sharing and cooperation and to promote communication between the cities.

Councilmember Eisinger moved for the Council to move ahead with the Share Services Workplan, seconded by Councilmember McCoy. Motion passed 4-0.

6. NEW BUSINESS

A. Gateway "Meadows of Maple Plain" Townhome Development PUD Sketch Plan Review

Tom Goodrum, City Planner, reviewed the proposed PUD sketch plan as introduced by Rose Creek Builders. No action is required as part of the sketch plan review. The purpose for the review is to provide guidance to the developers as they enter into a PUD

agreement with the city. Any discussion at the sketch plan review is non-binding to the city and is solely for the consideration of the developer.

Michael Halley of Rose Creek Builders presented their project to develop a small lot townhouse village on three properties west of Howard Ave and south of Main Street East. The two existing parcels include a 0.55-acre vacant city owned parcel abutting Howard Ave and a 0.55-acre vacant privately owned parcel to the west of the city parcel. The second parcel is landlocked with no public road access, thus restricting development as a stand-alone site. The third site is owned by K-Bid and requires the subdivision of the north end of the property to make it usable. Rose Creek Builders has obtained purchase agreements with all three property owners.

The development design and amenities are proposed to meet the housing needs of young adults looking at their first home and/or older homeowners looking to move into a low maintenance environment. There was much discussion on the development. Councilmember DeLuca suggested that Rose Creek present their housing development and park plans, in lieu of the park dedication fees, to the Parks Commission.

City Administrator Melvin thanked Goodrum for his work with the City and wished him well in his new adventures. Mayor Hackbarth congratulated Goodrum on his new job and thanked him for his work with the City.

B. Consultant and Professional Services Contracts Renewals

City Administrator Melvin reported that the City Attorney and City Engineer agreed to keep their 2013 pricing for 2014. Melvin added that the City Planner Tom Goodrum, had resigned from MFRA, and that the City is currently looking for a new planner. The City Council and Melvin thanked Goodrum for his work and dedication to the City of Maple Plain.

Councilmember McCoy moved to approve consultant and professional services contracts for 2014; Mayor Hackbarth seconded. Motion passed 4-0.

C. 2014 City Appointments

City Administrator Melvin reported that the Council agreed to maintain their current appointments in 2014. Mayor Hackbarth added that Mardelle DeCamp should be added to the Northwest Municipal League.

Councilmember McCoy moved to appoint current Council appointments for 2014, Councilmember DeLuca seconded. Motion passed 4-0.

Melvin continued reporting on the 2014 Appointments, including the Fire Department's elected Chiefs. There was much discussion on this topic. Firefighter Sarah Mann was present and provided the Council comments on the process and the results of the election. Mayor Hackbarth thanked Mann for her comments.

Councilmember McCoy moved to approve the Fire Department's election results and have the City Administrator, City Attorney and one firefighter form a

committee to investigate Firefight Mann's concerns; Councilmember DeLuca seconded. Councilmember Eisinger Abstained. Motion passed 3-0.

Councilmember McCoy moved to appoint the City staff and consulting positions, City newspaper and depository for 2014 as presented; Councilmember Eisinger seconded. Motion passed 4-0.

D. Project Design Update and Set Public Information Meeting- Main Street West and Rainbow Avenue Utility and Street Improvements.

City Engineer Boyum reported that staff was currently looking into adding the potential stub at the boundary line of Maple Plain and Independence for future development. Boyum stated that the public information meeting for residents would be on Thursday, January 23, at 6:30 p.m. City Administrator Melvin reported that a letter would be sent to all affected properties.

Boyum presented to the Council a recommendation of urban curb and gutter into the street improvement area. There was much discussion on this topic. Mayor Hackbarth asked that the City Council and City Engineer hold a meeting before the public information meeting to discuss the urban and rural options in more detail.

Councilmember McCoy moved to hold the Public Information Meeting on Thursday, January 23, at 6:30 p.m. and meet on Monday, January 20, to discuss the project in more detail; Councilmember DeLuca seconded. Motion passed 4-0.

E. E. 2014 City Fee Schedule, Ordinance No. 275

City Administrator Melvin presented the 2014 Fee Schedule, noting staff was recommending no changes to City fees except those required by state law or Metropolitan Council and/or City ordinance. Melvin said the Council could always review and change the fee structure throughout the year. The Council agreed to revisit the Fee Schedule at a future workshop.

Councilmember McCoy moved to approve Ordinance No. 275, thereby adopting the 2014 Fee Schedule; Councilmember Eisinger seconded. Motion passed 4-0.

F. Authorization to Continue Facility Site Assessment

Mayor Hackbarth presented the two options reviewed by the EDA on the facility assessment of City Hall. The EDA recommended that the City Council approve looking into the leasing of space at the Discovery Center and or adding onto the Fire Department.

Councilmember DeLuca moved to accept the two options presented by the EDA; Councilmember Eisinger seconded. Motion passed 4-0.

7. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

None.

8. VISITORS TO BE HEARD

None.

9. COUNCIL REPORTS & OTHER BUSINESS

Mayor Hackbarth reminded residents that the City is looking for Park and Planning Commissioners and EDA members.

Councilmember DeLuca added that the City should designate a Councilmember to be the designated member to attend the City of Independence Council meetings.

Councilmember Eisinger moved to designate Councilmembers DeLuca and McCoy as the two designated Councilmembers to alternate attending Independence City Council meetings; Councilmember DeLuca seconded. Motion passed 4-0.

10. CLOSED SESSION

None.

11. ADJOURNMENT

Councilmember Eisinger moved to Adjourn; Councilmember McCoy seconded. Motion passed 4-0. Meeting adjourned at 8:13 p.m.

Prepared by

Tessia Melvin, City Administrator

**Maple Plain City Council Workshop
Meeting Minutes
January 20, 2014
Maple Plain City Hall**

I. CALL TO ORDER

Hackbarth called the meeting to order at 5:30 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy, Jerry Young and Mike DeLuca; and City Administrator Tessia Melvin. Dan Boyum, Kellie Schlegel and Mark Hanson, Senior Member of Stantec.

II. ADOPT AGENDA

Councilmember Eisinger moved to adopt the agenda as presented; seconded by Councilmember Young. Motion passed 5-0.

III. UPDATE AND INFORMATION SHARING ON THE MAIN STREET AND RAINBOW PROJECT

City Engineer Boyum presented a map to the Council which demonstrated the drainage areas around Rainbow Avenue and Rainbow Park. There was much discussion on the drainage areas of the project and current problem areas.

One area of concern is not having easement for a drainage pipe, but the City could gain easement from two property owners to assist with the project. City Engineer Boyum presented possible routes to add pipes to assist with the drainage issues. Mayor Hackbarth commented that the designed route is where the water actually flows, as seen by the two storms this summer.

Councilmember McCoy asked the question if it is the best time to blacktop the parking lot of Rainbow Park due to the construction. Hanson explained that it would be a desired time. Mayor Hackbarth added that a blacktop pavement may cause more drainage issues. The City Engineer added that it would not increase the drainage concerns and may actually help as the gravel will not erode and collect at basins. Mayor Hackbarth agreed that blacktopping the pavement would be a good solution, if feasible.

Councilmember Eisinger asked about the collapsed sewer pipe that goes to the east of Highway 83. City Engineer Boyum added that the storm sewer from the east side got re-routed during a project completed in 1990. Boyum added that the collapsed pipe is still being used and creates problems. Boyum added that if the urban system is used, the storm sewer could be included under the curb and gutter. Boyum agreed to discuss with Public Works to discuss this issue to

ensure that the storm sewage drainage is working efficiently. Councilmember McCoy added that it may be best to attach the storm sewer pipe to the pipe that runs north. Councilmember Young asked that the engineers to televise the area to ensure where the drainage inlets are located.

There was some discussion on the backyard drainage issues on the east side of Rainbow Avenue and working with the property owners along Rainbow to address these backyard drainage concerns now with the street and utility improvements.

Councilmember Young asked when the decision needs to be made at whether going urban or rural. City Engineer Boyum presented the cross-sections of what urban and rural sections would look like and how it would affect residents' yards. The rural section would go into yards more than the urban section. He added that the rural section would require additional easements from residents. Councilmember Young added that if residents were not willing to give easements, it would delay the project.

Councilmember DeLuca asked the engineer to calculate the number of trees that would have to be taken out with both systems. Councilmember Young added that the real concern is to determine how far back the easements would be with both systems. Councilmember McCoy added that the rural affects about 60 trees and bushes, while the urban affects about 16 bushes and trees.

Councilmember Eisinger stated that if the project requires two thirds urban, then the whole project should be, otherwise it will not look consistent. Councilmember Young agreed. Mayor Hackbarth asked the City Engineer why they recommended some rural. City Engineer Boyum added to tie it into some of the rural areas at the east and west ends of the project. Councilmember McCoy asked about adding a berm near the park. City Engineer Boyum added that one is plotted out in the design.

Councilmember DeLuca concluded that the information presented tonight addresses the concerns of the residents about the water issues. Councilmember Young agreed that the urban section is needed to solve the issues of the water and drainage. Mayor Hackbarth concluded the discussion that urban is the solution.

There was discussion about adding the Halgren Road waterman to the project as part of the bid. The Council agreed to include both projects in the bid.

IV. WATER METER REPLACEMENT PROJECT UPDATE

City Administrator Melvin reported on the current status of the water meter project. Currently the City needs to replace its water meters and meter reading system in order to improve efficiency of staff time and inconsistent water billing.

The Council agreed to include both mobile devices and electronic mounted reading systems to compare the products fairly.

V. PUBLIC WORKS VACANCY

City Administrator Melvin announced the retirement of Ron Maas, from the Public Works Department. The Council discussed the job requirements and agreed to post during the last two weeks of January and the first week of February.

VI. OTHER ISSUES

City Administrator Melvin reported on the City newsletter and provided some quotes on printing companies. The City Council agreed to outsource the printing and mailing of the newsletter to a printing company.

VII. ADJOURNMENT

Councilmember Eisinger moved to Adjourn; Councilmember Young seconded. Motion passed 5-0. Meeting adjourned at 7:45 p.m.

Prepared by

Tessia, City Administrator

CITY OF MAPLE PLAIN
Payments

01/24/14 8:48 AM
Page 1

Current Period: January 2014

Batch Name	1/27/14City2 Payments	User Dollar Amt	\$0.00	
		Computer Dollar Amt	\$295.60	
			\$295.60	Out of Balance
Refer	18488 FRONTIER		-	
Cash Payment Invoice	E 101-41500-321 Telephone	City Hall		\$161.37
Cash Payment Invoice	E 101-43000-321 Telephone	Public Works		\$134.23
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total \$295.60

Fund Summary

101 GENERAL FUND	10100 Bank of Maple Plain	\$295.60
		\$295.60

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$295.60
Total	\$295.60

CITY OF MAPLE PLAIN

01/24/14 8:51 AM

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Payments

Current Period: January 2014

Batch Name	01/27/14City Payments	User Dollar Amt	\$0.00		
		Computer Dollar Amt	\$53,438.20		
			\$53,438.20	Out of Balance	
Refer	18466 BERGERSON-CASWELL, INC.	-			
Cash Payment	E 601-49400-311 Contract Service Invoice 17143	Service Call: Well #3			\$150.00
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$150.00
Refer	18467 CENTERPOINT ENERGY MINNEGA	-			
Cash Payment	E 101-41940-383 Gas Utilities Invoice	PW			\$265.22
Cash Payment	E 101-41940-383 Gas Utilities Invoice	City Call			\$480.61
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$745.83
Refer	18468 FRONTIER	-			
Cash Payment	E 601-49400-321 Telephone Invoice	WTP Alarm Line			\$51.35
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$51.35
Refer	18469 GIRARD S BUSINESS MACHINES, I	-			
Cash Payment	E 101-41500-570 Office Equipment & Furn Invoice 89618	Signature Plate Change			\$288.56
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$288.56
Refer	18470 G & K SERVICE	-			
Cash Payment	E 101-43000-417 Uniform Rentals Invoice	PW Uniforms			\$108.37
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$108.37
Refer	18471 HEALTHPARTNERS	-			
Cash Payment	G 101-21706 Health Insurance Invoice 45576258	Health Insurance- Feb.			\$4,007.30
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$4,007.30
Refer	18472 HENN COUNTY INFO TECHNOLOG	-			
Cash Payment	E 101-43000-400 Equipment Repair & Mai Invoice 131238099	Radio Lease			\$16.61
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$16.61
Refer	18473 IFS	-			
Cash Payment	E 601-49400-311 Contract Service Invoice 58059	Annual Monitoring Charges			\$299.40
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$299.40
Refer	18474 MAAS, MARK PLUMBING	-			
Cash Payment	E 601-49400-221 Equipment Parts Invoice	Valve Replacement			\$262.00
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$262.00
Refer	18475 METRO CITIES	-			
Cash Payment	E 101-41110-433 Dues & Subscriptions Invoice	Membership Dues: Annual			\$853.00

CITY OF MAPLE PLAIN

01/24/14 8:51 AM

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Payments

Current Period: January 2014

Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$853.00
Refer	18476	METROPOLITAN COUNCIL ENV SE	-		
Cash Payment	E 602-49450-319	Other Consulting Service	Wastewater Services- Feb		\$14,401.90
Invoice	1029334				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$14,401.90
Refer	18477	MEDIACOM	-		
Cash Payment	E 101-41500-321	Telephone	CH: Static IP		\$117.87
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$117.87
Refer	18478	OFFICE DEPOT	-		
Cash Payment	E 101-41500-201	Office Supplies	CH Office supplies		\$50.54
Invoice					
Cash Payment	E 101-41500-201	Office Supplies	Three ring binders		\$69.52
Invoice					
Cash Payment	E 101-41500-201	Office Supplies	Files		\$16.41
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$136.47
Refer	18479	MN PUBLIC FACILITIES AUTHORITY	-		
Cash Payment	E 601-49400-611	Bond Interest	WTP Interest Payment		\$27,466.25
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$27,466.25
Refer	18480	R C ELECTRIC INC	-		
Cash Payment	E 101-43000-404	Machinery & Equipment	Change of "Ballasts"		\$165.04
Invoice	4093				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$165.04
Refer	18481	TOSHIBA	-		
Cash Payment	E 101-41500-413	Office Equipment Rental	Copier Lease- Feb		\$269.62
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$269.62
Refer	18482	XCEL ENERGY	-		
Cash Payment	E 101-41940-381	Electric Utilities	City Hall		\$129.21
Invoice					
Cash Payment	E 101-41940-381	Electric Utilities	Garage		\$9.84
Invoice					
Cash Payment	E 601-49400-381	Electric Utilities	Water		\$116.72
Invoice					
Cash Payment	E 601-49400-381	Electric Utilities	Water		\$8.89
Invoice					
Cash Payment	E 602-49450-381	Electric Utilities	Sewer		\$78.77
Invoice					
Cash Payment	E 101-41940-381	Electric Utilities	Parks		\$285.07
Invoice					
Cash Payment	E 101-43100-381	Electric Utilities	Traffic Lights		\$29.19
Invoice					
Cash Payment	E 101-43160-381	Electric Utilities	Street Lights		\$1,055.05
Invoice					

CITY OF MAPLE PLAIN
Payments

Current Period: January 2014

Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$1,712.74
Refer	18483	<i>UNITED FARMERS COOPERATIVE</i>		-	
Cash Payment	E 601-49400-215 Shop Materials	Paint Mixer			\$8.49
Invoice	18701				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$8.49
Refer	18484	<i>TESSIA MELVIN</i>		-	
Cash Payment	E 101-41500-201 Office Supplies	Coffee Machine: City Hall			\$148.16
Invoice					
Cash Payment	E 101-41500-201 Office Supplies	Computer			\$868.89
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$1,017.05
Refer	18485	<i>MN DEPT TRANSPORTATION</i>		-	
Cash Payment	R 101-36500 Collected for other Governme	Liesch Lease- Feb			\$130.00
Invoice	164416				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$130.00
Refer	18487	<i>BOOGIE WONDERLAND</i>		-	
Cash Payment	E 105-45100-311 Contract Service	Band- Maple Plain Days: August 16			\$1,000.00
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$1,000.00
Refer	18489	<i>DELTA DENTAL</i>		-	
Cash Payment	G 101-21707 Dental Insurance	Dental Premium- Feb.			\$230.35
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$230.35

Fund Summary

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$9,594.43
105 COMMUNITY EVENTS FUND		\$1,000.00
601 WATER FUND		\$28,363.10
602 SEWER FUND		\$14,480.67
		<u>\$53,438.20</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$53,438.20
Total	\$53,438.20

CITY OF MAPLE PLAIN
Payments

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Page 1

Current Period: January 2014

Batch Name	2013City0127	User Dollar Amt	\$0.00		
	Payments	Computer Dollar Amt	\$41,923.43		
			\$41,923.43	Out of Balance	
<u>Refer</u>	<u>18452 ACZ LABORATORIES</u>	-			
Cash Payment	E 601-49400-311 Contract Service	Water Chemicals			\$4.99
	Invoice FC3701				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$4.99
<u>Refer</u>	<u>18453 ABDO EICK & MEYERS, LLP</u>	-			
Cash Payment	E 101-41500-301 Auditing & Accounting S	Bank Recon- Dec 2013			\$465.20
	Invoice				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$465.20
<u>Refer</u>	<u>18454 CANDLELIGHT FLORAL</u>	-			
Cash Payment	E 101-41110-437 Miscellaneous	Hackbarth: Flowers			\$92.25
	Invoice				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$92.25
<u>Refer</u>	<u>18455 ENGEL WATER TESTING, INC</u>	-			
Cash Payment	E 601-49400-311 Contract Service	Water Samples			\$75.00
	Invoice 13-12650				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$75.00
<u>Refer</u>	<u>18456 HENNING EXCAVATING</u>	-			
Cash Payment	E 601-49400-311 Contract Service	Watermain Break: HWY 12 & Delano			\$5,120.00
	Invoice 5750				
Cash Payment	E 601-49400-311 Contract Service	Watermain Break: HWY 12 & Delano			\$5,862.00
	Invoice 5748				
Cash Payment	E 601-49400-311 Contract Service	Watermain Break: HWY 12 & Delano			\$3,840.00
	Invoice 5751				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$14,822.00
<u>Refer</u>	<u>18457 MAPLE PLAIN FAMILY CENTE</u>	-			
Cash Payment	E 101-41500-437 Miscellaneous	Cookies & Cocoa: View Santa			\$41.49
	Invoice				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$41.49
<u>Refer</u>	<u>18458 MFRA, INC.</u>	-			
Cash Payment	E 101-41910-302 Planning Services	Staff Meetings			\$206.52
	Invoice 02198				
Cash Payment	E 101-41110-302 Planning Services	CC Meetings			\$128.26
	Invoice 02198				
Cash Payment	E 101-41910-302 Planning Services	General Planning Services			\$617.50
	Invoice 02198				
Cash Payment	E 101-41910-302 Planning Services	Townhome Development Review and Prep.			\$1,377.50
	Invoice 02198				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$2,329.78
<u>Refer</u>	<u>18459 METRO WEST INSPECTION SERVI</u>	-			
Cash Payment	E 101-42400-308 Building Inspection	Inspection Services			\$199.91
	Invoice				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$199.91

CITY OF MAPLE PLAIN

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Payments

Current Period: January 2014

Refer	18460	HENN COUNTY SHERIFF S DEPT	-			
Cash Payment	E 101-42110-317	Board & Booking Fees	Room & Board			\$75.00
Invoice	1000038127					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total		\$75.00
Refer	18461	NORTHERN TECHNOLOGIES INC	-			
Cash Payment	E 451-43100-303	Engineering Services	Geotechnical Report- 2014 Main Street/Rainbow			\$3,290.00
Invoice	11153		Project 2014A			
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total		\$3,290.00
Refer	18462	VERIZON	-			
Cash Payment	E 101-43000-321	Telephone	PW			\$54.67
Invoice						
Cash Payment	E 101-43000-321	Telephone	PW			\$54.67
Invoice						
Cash Payment	E 601-49400-321	Telephone	WTP			\$35.01
Invoice						
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total		\$144.35
Refer	18463	STANTEC CONSULTING SRVCS IN	-			
Cash Payment	E 451-43100-303	Engineering Services	Oak & Boundary			\$433.82
Invoice	759416		Project 2012A			
Cash Payment	E 601-49400-303	Engineering Services	Water			\$617.90
Invoice	759420					
Cash Payment	E 101-43100-303	Engineering Services	Streets & Pathways			\$29.00
Invoice	759419					
Cash Payment	E 101-43100-303	Engineering Services	General Services			\$360.00
Invoice	759417					
Cash Payment	E 603-49455-303	Engineering Services	Storm Water			\$143.00
Invoice	759421					
Cash Payment	E 451-43100-303	Engineering Services	HAWK			\$393.25
Invoice	759423		Project 2013D			
Cash Payment	E 451-49450-303	Engineering Services	Budd Avenue			\$52.00
Invoice	759424					
Cash Payment	E 451-43124-303	Engineering Services	Main Street Sidewalk			\$189.00
Invoice	759425		Project 2013E			
Cash Payment	E 451-43100-303	Engineering Services	Main Street/Rainbow Street Project			\$13,909.90
Invoice	759426		Project 2014A			
Cash Payment	E 101-41110-303	Engineering Services	Council Meetings			\$162.15
Invoice	759418					
Cash Payment	E 101-43000-303	Engineering Services	Staff Meetings			\$162.15
Invoice	759418					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total		\$16,452.17
Refer	18464	BOSSARDT CORPORATION	-			
Cash Payment	E 101-46500-319	Other Consulting Service	Facility Needs Study			\$2,700.00
Invoice	20132					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total		\$2,700.00
Refer	18465	ZIEGLER INC	-			
Cash Payment	E 101-43000-404	Machinery & Equipment	Public Works "Kit Compress"			\$119.00
Invoice						

CITY OF MAPLE PLAIN
Payments

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Current Period: January 2014

Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$119.00
Refer	18486 BRAND NETWORKING	-			
Cash Payment	E 601-49400-309 EDP, Software and Desi	WTP Computer Cleanup	\$290.00		
Invoice	16945				
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$290.00
Refer	18490 OLSON S MARKET	-			
Cash Payment	E 101-41500-437 Miscellaneous	Hot Cocoa- view santa	\$3.29		
Invoice					
Transaction Date	1/23/2014	Bank of Maple Plain	10100	Total	\$3.29
Refer	18494 AMERICAN ENGINEERING, INC	-			
Cash Payment	E 451-43100-303 Engineering Services	Main Street Sidewalk Material Testing	\$819.00		
Invoice	260765		Project 2013E		
Transaction Date	1/24/2014	Bank of Maple Plain	10100	Total	\$819.00

Fund Summary

	10100 Bank of Maple Plain
101 GENERAL FUND	\$6,848.56
451 CAPITAL IMPROVEMENT PROJECTS	\$19,086.97
601 WATER FUND	\$15,844.90
603 STORM WATER FUND	\$143.00
	\$41,923.43

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$41,923.43
Total	\$41,923.43



MFRA, Inc.
 14800 28th Ave N
 Ste. 140
 Plymouth, MN 55447
 (763) 476.6010 Phone
 (763) 476.8532 Fax
 www.mfra.com

RECEIVED JAN 22 2014

City of Maple Plain
 Tessia Melvin
 1620 Maple Ave
 PO Box 97
 Maple Plain, MN 55359

Invoice number 02198
 Date 01/14/2014

Project **16910 Maple Plain, MN - General Planning Services**

Professional Services Thru: 12/28/13

General Services

Labor Detail

	Date	Hours	Rate	Billed Amount
Planner				
Tom Goodrum				
	11/12/2013	0.50	95.00	47.50
<i>K-bid survey review for subdivision</i>				
	11/15/2013	0.50	95.00	47.50
<i>Willie Abbot townhome call and nuisance review</i>				
	11/18/2013	1.00	95.00	95.00
<i>review sign application</i>				
	11/21/2013	1.00	95.00	95.00
<i>monthly report and nuisance revoew plius Townhome development review,</i>				
	11/22/2013	1.50	95.00	142.50
<i>sign review for industrail street and townhome review</i>				
	11/26/2013	0.50	95.00	47.50
<i>follow-up on sign permits</i>				
	12/02/2013	0.50	95.00	47.50
<i>sign permits review</i>				
	12/03/2013	0.50	95.00	47.50
<i>follow-up on sign permits</i>				
	12/06/2013	0.50	95.00	47.50
<i>sign permit review</i>				
	Phase subtotal			617.50

Public Meetings* (Meeting rate adjustment to \$50/hr shown at end of invoice)

Labor Detail

	Date	Hours	Rate	Billed Amount
Planner				
Tom Goodrum				
	11/19/2013	1.00	95.00	95.00
<i>staff meeting</i>				
	11/25/2013	1.00	95.00	95.00
<i>city council</i>				

Public Meetings* (Meeting rate adjustment to \$50/hr shown at end of invoice)

Labor Detail

	Date	Hours	Rate	Billed Amount
Planner				
Tom Goodrum				
<i>staff meeting</i>	12/03/2013	1.00	95.00	95.00
<i>city council</i>	12/09/2013	1.00	95.00	95.00
<i>staff meeting</i>	12/17/2013	1.00	95.00	95.00
Phase subtotal				475.00

Development Review

Labor Detail

	Date	Hours	Rate	Billed Amount
Planner				
Tom Goodrum				
<i>met with developer regarding a townhome project</i>	11/26/2013	2.50	95.00	237.50
<i>met with city administrator on history of site and proposed development on townhome projects</i>	12/03/2013	2.00	95.00	190.00
<i>Review townhome development plan for council</i>	12/09/2013	2.00	95.00	190.00
<i>met with townhome developer on council action and plan review</i>	12/10/2013	2.50	95.00	237.50
<i>Villamil townhome development review</i>	12/12/2013	1.00	95.00	95.00
<i>Meeting on downtown redevelopment next steps</i>	12/17/2013	2.50	95.00	237.50
<i>meeting on villamil development plan</i>	12/18/2013	2.00	95.00	190.00
Phase subtotal				1,377.50

Reimbursable Expenses

	Date	Units	Billed Amount
Miles			
Tom Goodrum			
	11/19/2013	25.00	14.13
	11/25/2013	25.00	14.13
	12/04/2013	25.00	14.13
	12/09/2013	25.00	14.13
	12/17/2013	25.00	14.13
	12/18/2013	25.00	14.13
Subtotal			84.78
Phase subtotal			84.78

Invoice subtotal	2,554.78
Meetings Adjustment: 5 Hours x (\$95 - \$50)	-225.00
Invoice total	2,329.78

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
02198	01/14/2014	2,329.78	2,329.78				
	Total	2,329.78	2,329.78	0.00	0.00	0.00	0.00



January 23, 2014

City of Maple Plain
1620 Maple Avenue
PO Box 97
Maple Plain, MN 55359

Re: Services rendered November 23, 2013 through December 31, 2013

Please find enclosed our invoices dated January 23, 2014, for the projects listed below. These invoices are due within 30 days.

Project	Invoice No.	Name	Amount
193800412	759416	Maple Plain Oak and Boundary Street and Utility Improvements	433.82
193801803	759417	Maple Plain General 2013	360.00
193801804	759418	Maple Plain 2013 Public Meetings	324.30
193801805	759419	Maple Plain 2013 Streets and Pathways	29.00
193801806	759420	Maple Plain 2013 Water	617.90
193801808	759421	Maple Plain 2013 Storm Sewer	143.00
193801809	759422	Maple Plain – 2013 Development Review	142.00
193801838	759423	Design and Installation of HAWK Pedestrian Signal at TH 12	393.25
193802383	759424	Budd Ave. Sewer Improvements	52.00
193802384	759425	Main St. Sidewalk Improvements	189.00
193802390	759426	Main Street W. & Rainbow Ave. Utility and Street Improvements	13,909.90
Total Amount Due			\$16,594.17

Thank you for allowing us to provide our services to your community. Please remit all invoice payments to our lockbox at:

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago, IL 60693

If you have questions regarding these invoices, please contact me at (651) 604-4829

Sincerely,
Stantec

Dan Boyum, P.E.
Client Service Manager

Enclosures



INVOICE

Invoice Number 759416
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193800412

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: 000223-11141-0 Maple Plain Oak and Boundary Street and Utility Improvements

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$433.82
For Period Ending: December 31, 2013

Due on Receipt

INVOICE

Invoice Number
Project Number

759416
193800412

Top Task 200 **Construction Eng - Review EPA questions, collect information, and forward response to Staff.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	1.25	116.00	145.00
	<u>1.25</u>		<u>145.00</u>
Professional Services Subtotal	<u>1.25</u>		<u>145.00</u>

Top Task 200 Total **145.00**

Top Task 260 **Record Plans Survey**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Inspector	4.00	65.00	260.00
	<u>4.00</u>		<u>260.00</u>
Professional Services Subtotal	<u>4.00</u>		<u>260.00</u>

Top Task 260 Total **260.00**

Top Task zzz **Direct Project Expenses**

Disbursements

	Current Amount
Direct - Vehicle (mileage)	28.82
	<u>28.82</u>
Disbursements Subtotal	<u>28.82</u>

Top Task zzz Total **28.82**

Total Fees & Disbursements \$433.82

INVOICE TOTAL (USD) **\$433.82**



INVOICE

Invoice Number 759417
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193801803

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Maple Plain - General Services

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$360.00
For Period Ending: December 31, 2013

Due on Receipt

INVOICE

Invoice Number

759417

Project Number

193801803

Top Task 300 **General Engineering - Agenda memo and resolution for Attorney review, information to K-bid surveyor, monthly engineering report, review general correspondence, discussions with staff, utility information to surveyor, and forward past correspondence to staff.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	6.00	60.00	360.00
	<u>6.00</u>		<u>360.00</u>
Professional Services Subtotal	<u>6.00</u>		<u>360.00</u>

Top Task 300 Total **360.00**

Total Fees & Disbursements \$360.00

INVOICE TOTAL (USD) **\$360.00**



INVOICE

Invoice Number 759418
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193801804

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Maple Plain - 2013 Public Meetings

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$324.30
For Period Ending: December 31, 2013

Due on Receipt

30

INVOICE

Invoice Number
Project Number

759418
193801804

Top Task 302 **Meeting Attendance - Attend Staff and Council Meetings on 11/25/2013, 12/3/2013, 12/9/2013, and 12/17/2013 - 4 @ \$50.00 = \$200.00.**

# of Meetings	Amount Per	Current Amount
4	50.00	200.00

Progress Charge Subtotal 200.00

Disbursements

Current Amount

Direct - Vehicle (mileage) 124.30

Disbursements Subtotal 124.30

Top Task 302 Total **324.30**

Total Fees & Disbursements \$324.30

INVOICE TOTAL (USD) \$324.30



INVOICE

Invoice Number 759419
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193801805

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Maple Plain - 2013 Streets and Pathways

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$29.00
For Period Ending: December 31, 2013

Due on Receipt

32

INVOICE

Invoice Number
Project Number

759419
193801805

Top Task 301 General - ROW and Utility Permit feedback to Staff.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	0.25	116.00	29.00
	0.25		29.00
Professional Services Subtotal	0.25		29.00

Top Task 301 Total 29.00

Total Fees & Disbursements \$29.00

INVOICE TOTAL (USD) \$29.00



INVOICE

Invoice Number 759420
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193801806

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Maple Plain - 2013 Water

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$617.90
For Period Ending: December 31, 2013

Due on Receipt

34

INVOICE

Invoice Number
Project Number

759420
193801806

Top Task 300 **General - Prepare correspondence to MN Dept of Health on WTP and conversations with Staff and MN Dept of Health.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	2.00	60.00	120.00
	<u>2.00</u>		<u>120.00</u>
Professional Services Subtotal	<u>2.00</u>		<u>120.00</u>

Disbursements

	Current Amount
Direct - Vehicle (mileage)	33.90
Disbursements Subtotal	<u>33.90</u>

Top Task 300 Total **153.90**

Top Task 301 **Conversations with MDH and Staff and attend on-site meeting with MDH.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	4.00	116.00	464.00
	<u>4.00</u>		<u>464.00</u>
Professional Services Subtotal	<u>4.00</u>		<u>464.00</u>

Top Task 301 Total **464.00**

Total Fees & Disbursements \$617.90

INVOICE TOTAL (USD) \$617.90



INVOICE

Invoice Number 759421
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193801808

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Maple Plain - 2013 Storm Sewer

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$143.00
For Period Ending: December 31, 2013

Due on Receipt

36

INVOICE

Invoice Number
Project Number

759421
193801808

Top Task 301 Watershed and MS4 Permit feedback.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	0.75	116.00	87.00
	<u>0.75</u>		<u>87.00</u>
Professional Services Subtotal	<u>0.75</u>		<u>87.00</u>

Top Task 301 Total 87.00

Top Task 303 Storm Water Utility - Review MCWD Illicit Discharge ordinance review.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	0.50	112.00	56.00
	<u>0.50</u>		<u>56.00</u>
Professional Services Subtotal	<u>0.50</u>		<u>56.00</u>

Top Task 303 Total 56.00

Total Fees & Disbursements \$143.00

INVOICE TOTAL (USD) \$143.00



INVOICE

Invoice Number 759422
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193801809

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Maple Plain - 2013 Development Review

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$142.00
For Period Ending: December 31, 2013

Due on Receipt

38

INVOICE

Invoice Number

759422

Project Number

193801809

Top Task 301 **Review, collect and transfer record plans on Howard and adjacent streets to Developers Engineer.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	0.25	104.00	26.00
	0.25		26.00
Project Manager	1.00	116.00	116.00
	1.00		116.00
Professional Services Subtotal	1.25		142.00

Top Task 301 Total **142.00**

Total Fees & Disbursements \$142.00

INVOICE TOTAL (USD) **\$142.00**



INVOICE

Invoice Number 759423
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193801838

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Design and Installation of HAWK Pedestrian Signal at TH 12

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$393.25
For Period Ending: December 31, 2013

Due on Receipt

40

INVOICE

Invoice Number 759423
Project Number 193801838

Top Task 320 **TH 12 HAWK Construction Inspection - Correspondence to contractor and quantities.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Technician	1.00	65.00	65.00
	<u>1.00</u>		<u>65.00</u>
Professional Services Subtotal	<u>1.00</u>		<u>65.00</u>

Top Task 320 Total **65.00**

Top Task 330 **TH 12 HAWK Construction Engineering - Agenda memo, discussions with contractor, signing and sight distance, check on timing of signal questions, review sound levels of signal, review Xcel's light installation schedule.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	1.75	116.00	203.00
	<u>1.75</u>		<u>203.00</u>
Professional Services Subtotal	<u>1.75</u>		<u>203.00</u>

Top Task 330 Total **203.00**

Top Task 430 **TH 12 Sidewalk Construction Observation - Process Payment Request.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	0.50	95.00	47.50
	<u>0.50</u>		<u>47.50</u>
Project Technician	0.75	65.00	48.75
	<u>0.75</u>		<u>48.75</u>
Professional Services Subtotal	<u>1.25</u>		<u>96.25</u>

Top Task 430 Total **96.25**

INVOICE

Invoice Number

759423

Project Number

193801838

Top Task 440 **TH 12 Sidewalk Construction Engineering - Prepare agenda memo.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	0.25	116.00	29.00
	0.25		29.00
Professional Services Subtotal	0.25		29.00

Top Task 440 Total **29.00**

Total Fees & Disbursements \$393.25

INVOICE TOTAL (USD) **\$393.25**



INVOICE

Invoice Number 759424
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193802383

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Budd Ave. Sewer Improvements

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$52.00
For Period Ending: December 31, 2013

Due on Receipt

43

INVOICE

Invoice Number
Project Number

759424
193802383

Top Task 420 Additional Services - Project correspondence review.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	0.50	104.00	52.00
	0.50		52.00
Professional Services Subtotal	0.50		52.00

Top Task 420 Total **52.00**

Total Fees & Disbursements \$52.00

INVOICE TOTAL (USD) **\$52.00**



INVOICE

Invoice Number 759425
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193802384

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Main St. Sidewalk Improvements

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$189.00
For Period Ending: December 31, 2013

Due on Receipt

45

INVOICE

Invoice Number

759425

Project Number

193802384

Top Task 500 **Construction Observation - Prepare agenda memo and quantity review.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	1.00	95.00	95.00
	1.00		95.00
Project Manager	0.25	116.00	29.00
	0.25		29.00
Project Technician	1.00	65.00	65.00
	1.00		65.00
Professional Services Subtotal	2.25		189.00

Top Task 500 Total **189.00**

Total Fees & Disbursements \$189.00

INVOICE TOTAL (USD) **\$189.00**



INVOICE

Invoice Number 759426
Invoice Date January 23, 2014
Customer Number 92656
Project Number 193802390

Bill To

City of Maple Plain
Accounts Payable
1620 Maple Avenue
P.O. Box 97
Maple Plain MN 55359
United States

Please Remit To

Stantec Consulting Services Inc. (SCSI)
13980 Collections Center Drive
Chicago IL 60693
United States
Federal Tax ID 11-2167170

Project Description: Main St. W. & Rainbow Ave. Utility and Street Improvements

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$13,909.90
For Period Ending: December 31, 2013

INVOICE

Invoice Number

759426

Project Number

193802390

Top Task 300 Review Feasibility Report

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
600.00 X 100.00 % Complete	600.00	0.00	600.00
Progress Charge Subtotal			600.00

Top Task 300 Total 600.00

Top Task 310 Design Survey

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
4,300.00 X 77.65 % Complete	3,339.00	0.00	3,339.00
Progress Charge Subtotal			3,339.00

Top Task 310 Total 3,339.00

Top Task 320 Design

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
60,100.00 X 14.32 % Complete	8,605.75	0.00	8,605.75
Progress Charge Subtotal			8,605.75

Top Task 320 Total 8,605.75

Top Task 600 Special Services

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
7,200.00 X 15.30 % Complete	1,101.50	0.00	1,101.50
Progress Charge Subtotal			1,101.50

Top Task 600 Total 1,101.50

Top Task ZZZ Project Expenses

Usages

INVOICE

Invoice Number 759426
Project Number 193802390

	Current Amount
Usage - Vehicle	
11/26/13	55.00
11/27/13	55.00
12/12/13	35.00
Usages Subtotal	145.00

Disbursements

	Current Amount
Direct - Vehicle (mileage)	
	118.65
Disbursements Subtotal	118.65

Top Task ZZZ Total	263.65
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Total Fees & Disbursements \$13,909.90

INVOICE TOTAL (USD) **\$13,909.90**



Agenda Information Memorandum
January 27, 2014 - Maple Plain City Council

8. ADMINISTRATIVE REPORTS
A. West Hennepin Public Safety monthly reports

ACTION TO BE CONSIDERED

To receive and accept the monthly report from the Public Safety Director, Ray McCoy..

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the annual report from Public Safety Director, Ray McCoy.



Date: December 4, 2013
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Ray McCoy
SUBJECT: NOVEMBER 2013 ACTIVITY REPORT

The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle accidents, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

\\WHPS#0\share\monthlyactivityreport\2013\lettertocouncilmonthlyreport.docx

West Hennepin Public Safety Department
1918 County Road 90 / Maple Plain, Minnesota 55359
Phone: (763) 479-0500 / Fax: (763) 479-0504
Web Address: <http://www.westhennepin.com> E-mail: westhennepin@westhennepin.com

**Monthly Activity Report
November 2013**

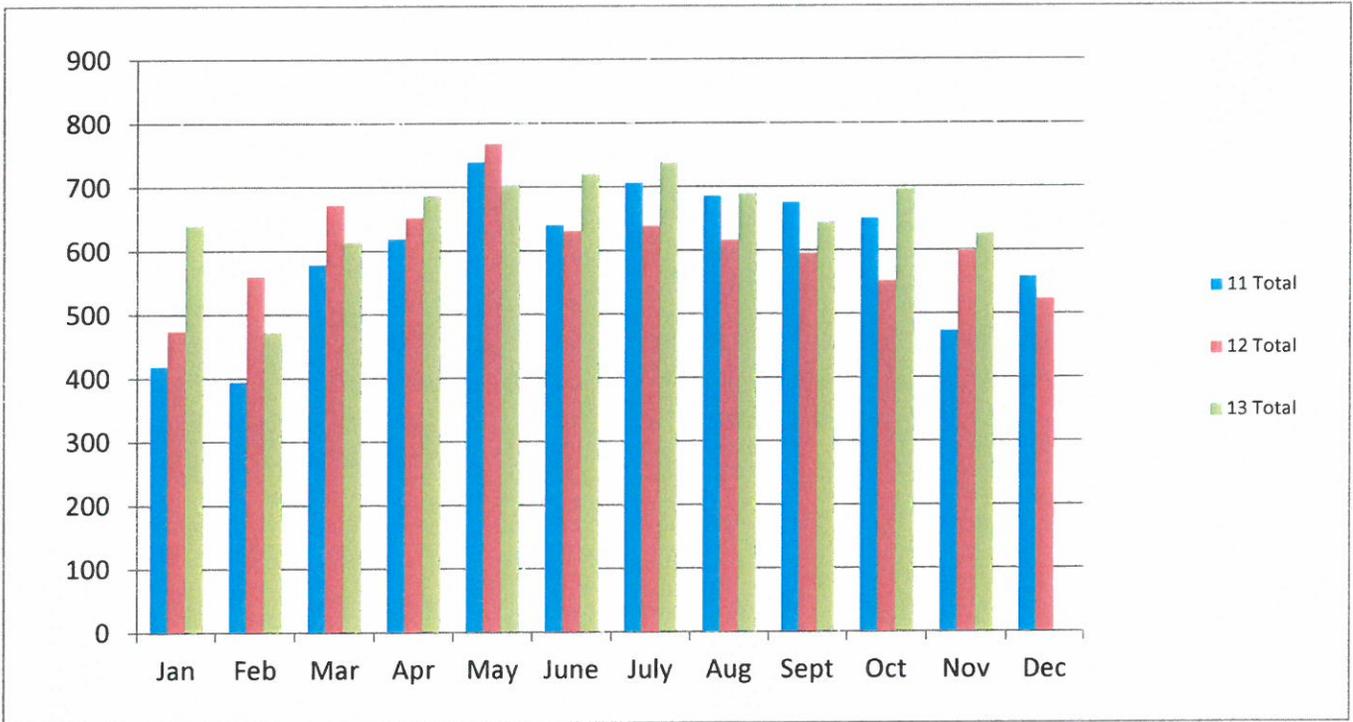
Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	13	4	105	99
Traffic	104	76	1,515	1,357
Part III	17	12	135	98
Part IV	24	34	378	289
Part V	127	176	1,614	1,611
Total City of Independence	285	302	3,747	3,454
City Of Maple Plain				
Criminal	7	3	102	92
Traffic	57	45	635	645
Part III	12	1	63	61
Part IV	14	21	222	201
Part V	172	154	1,862	1,755
Total City Of Maple Plain	262	224	2,884	2,754
Grand Total Both Cities	547	526	6,631	6,208
Other ICRS	79	74	597	561
Total ICR Reports	626	600	7,228	6,769
Mileage	10,679	10,530	113,517	123,772
How Received				
Fax	13	6	155	6
In Person	114	161	1,442	1,509
Mail	13	13	54	233
Other	0	3	24	7
Phone	35	40	445	487
Radio	162	222	2,024	2,058
Visual	289	155	3,084	2,469
Total	626	600	7,228	6,763

November Criminal Part I & II
 City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	13006668	Damage to Property - Mailbox	11/2/2013	4	11/2/2013	P3119
WHPS	13006669	Damage to Property - Mailbox	11/2/2013	4	11/2/2013	P3119
WHPS	13006780	CSC	11/7/2013	3	11/7/2013	L5001
WHPS	13006786	Electronic Solicitation	11/7/2013	3	11/7/2013	X0350
WHPS	13007001	Burglary	11/19/2013	5	11/19/2013	B0894
WHPS	13007004	Crash Toxicology Results Pending	11/19/2013	3	11/19/2013	JG601
WHPS	13007019	Theft of a Motorcycle	11/20/2013	3	11/20/2013	VB023
WHPS	13007096	3rd Degree DWI	11/25/2013	3	11/25/2013	JFR01
		Possession of Drug Paraphernalia / Possession of Small Amount Marijuana in Motor Vehicle	11/27/2013	4	11/27/2013	DA540
WHPS	13007159	Possession of Drug Paraphernalia / Possession of Small Amount Marijuana	11/28/2013	3	11/28/2013	DA540
WHPS	13007172	Possession of Drug Paraphernalia	11/29/2013	3	11/29/2013	DC500
WHPS	13007202	Damage to Property - Mailbox	11/30/2013	4	11/30/2013	P3119
WHPS	13007206	Damage to Property - Mailbox	11/30/2013	4	11/30/2013	P3119

November Criminal Part I & II
 City of Maple Plain Grid #'s 1-2

AGN	ICR	Title	Create Date	Grid #	Date	MOC range
WHPS	13006605	Theft of a Motorcycle	11/1/2013	2	11/1/2013	B0794
WHPS	13006800	4th Degree DWI	11/8/2013	1	11/8/2013	JG501
WHPS	13006883	Domestic	11/12/2013	2	11/12/2013	N2130
WHPS	13007021	Theft of Log Splitter	11/20/2013	2	11/20/2013	TT229
WHPS	13007088	Domestic Assault / Interfere with Emergency Phone Call	11/24/2013	2	11/24/2013	P3319
WHPS	13007089	Receiving Stolen Property	11/24/2013	2	11/24/2013	Q0096
WHPS	13007167	3rd Degree DWI / Driving after Revocation	11/28/2013	2	11/28/2013	JFW01





Agenda Information Memorandum
January 27, 2014 - Maple Plain City Council

8. ADMINISTRATIVE REPORTS
B. CITY ENGINEER MONTHLY REPORT

ACTION TO BE CONSIDERED

To receive and accept the monthly report from the City Engineer Dan Boyum.

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the monthly report from City Engineer Dan Boyum.

Memo



To: Honorable Mayor and Council, Staff From: Dan Boyum, City Engineer

File: 193801804 Date: January 23, 2014

Reference: Monthly Engineering Report

The purpose of this update is to provide you with information on various projects and engineering activities from mid-December to date.

City Projects

Oak/Boundary Street and Utility Improvements

- Record plans and contractor questions.

TH 12 Hawk Crossing

- Reviewed questions from resident and Staff.

Budd Avenue Sanitary Sewer & Maple Avenue Watermain

- No major activities

Main Street West and Rainbow Avenue – Utility and Street Improvements

- Received geotechnical report
- Worked on site survey and design
- Site visits
- Attended worksession with Council to discuss project and prepared for Public Information Meeting
- Reviewed 60% plans with Staff

Main Street Sidewalk Improvements

- No major activities. The benches and waste receptacles will be placed in Spring 2014.

Rose Creek Builders and K-Bid Subdivision

- Met with representatives to discuss sketch plan of Rose Creek Builders
- Received K-Bid Subdivision information for review.

Miscellaneous

1. General discussions and feedback to Staff and attend Staff/Council Meetings.
2. Prepared monthly engineering report.

Design with community in mind



Agenda Information Memorandum
January 27, 2014 - Maple Plain City Council

8. ADMINISTRATIVE REPORTS
C. Fire Department Annual Report

ACTION TO BE CONSIDERED

To receive and accept the annual report from the Maple Plain Fire Department Chief, Dave Eisinger.

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the annual report from Fire Chief Dave Eisinger.

Maple Plain Fire Department
2013 Incident Reports

Fire #	Date	Address	Incident Type	City	FF Hours	
1	1/1/2013	240 County Rd. 92	Rescue - Medical	Independence	8	
2	1/1/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	4	
3	1/3/2013	1560 Howard Ave. #306	Rescue - Medical	Maple Plain	2	
4	1/5/2013	1560 Howard Ave. #206	Rescue - Medical	Maple Plain	7	
5	1/5/2013	1520 Wyman Ave.	Rescue - Medical	Maple Plain	10	
6	1/6/2013	1560 Howard Ave. #301	Rescue - Medical	Maple Plain	7	
7	1/7/2013	6650 Fogelman Rd.	Rescue - Medical	Maple Plain	21	
8	1/7/2013	1520 Wyman Ave.	Rescue - Medical	Maple Plain	20	
9	1/8/2013	1815 Budd Ave.	Rescue - Medical	Maple Plain	10	
10	1/9/2013	5225 Bryantwood Dr.	Rescue - Medical	Maple Plain	12	
11	1/11/2013	5478 Pagenkopf Rd.	Rescue - Medical	Independence	12	Cancelled
12	1/11/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	5	
13	1/14/2013	County Rd. 6 & County Rd. 90	Rescue - PI	Independence	14	
14	1/15/2013	3855 Watertown Rd.	Fire - Structure	Orono	13	M.A.
15	1/16/2013	2138 Budd St.	Rescue - Medical	Independence	7	
16	1/17/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	6	
17	1/18/2013	7055 Turner Rd.	Fire - Alarm	Independence	6	Cancelled
18	1/19/2013	Loretto FD	Fire - Standby	Loretto	6	M.A.
19	1/22/2013	5680 Pagenkopf Rd.	Rescue - Medical	Independence	11	
20	1/23/2013	5600 Pioneer Creek Dr.	Rescue - Medical	Maple Plain	8	
21	1/28/2013	Lake Independence	Rescue - Ice/Water	Independence	11	
22	1/28/2013	7914 County Rd. 6	Rescue - Medical	Independence	15	
23	1/31/2013	6520 Game Farm Rd.	Fire - Structure	Minnetrista	20	M.A.
24	1/31/2013	1912 County Rd. 92	Rescue - Medical	Independence	12	
25	2/1/2013	4915 North Arm Dr.	Fire - Structure	Minnetrista	22	M.A.
26	2/1/2013	6520 Game Farm Rd.	Fire - Structure	Minnetrista	8	M.A.
27	2/1/2013	7020 County Rd. 19	Fire - Structure	Corcoran	42	M.A.
28	2/2/2013	2245 Old Post Rd.	Fire - Structure	Independence	123	
29	2/2/2013	4970 Macallister Dr.	Rescue - Medical	Maple Plain	18	

30	2/2/2013	3176 Lake Sarah Rd.	Rescue - Medical	Independence	20	
31	2/3/2013	1560 Howard Ave. #217	Rescue - Medical	Maple Plain	11	Cancelled
32	2/4/2013	4835 Drake St.	Rescue - Medical	Maple Plain	7	
33	2/5/2013	County Rd. 19 & County Rd. 24	Rescue - PI	Medina	18	
34	2/5/2013	1800 Pioneer Creek Center	Fire - Smoke/Smell	Maple Plain	5	Cancelled
35	2/5/2013	1560 Howard Ave.	Rescue - Medical	Maple Plain	8	
36	2/8/2013	940 County Rd. 92	Rescue - Medical	Independence	5	
37	2/8/2013	1875 Budd Ave.	Rescue - Medical	Maple Plain	9	
38	2/10/2013	2585 Becker Rd.	Rescue - Medical	Independence	9	
39	2/15/2013	1300 Baker Park Rd.	Rescue - Medical	Medina	9	
40	2/17/2013	1769 Perkins Ln.	Fire - Alarm	Maple Plain	10	
41	2/18/2013	5790 Three Oaks Ave.	Rescue - Medical	Maple Plain	11	
42	2/19/2013	6240 W. Main St.	Fire - Alarm	Independence	7	
43	2/20/2013	1450 Meadow Ln.	Rescue - Medical	Maple Plain	8	
44	2/21/2013	3805 Evergreen Ln.	Fire - Structure	St. Boni	16	M.A.
45	2/22/2013	1175 County Rd. 19	Rescue - Medical	Minnetrissa	6	Cancelled
46	2/23/2013	5025 Broadmoor Dr.	Rescue - Medical	Maple Plain	5	
47	2/27/2013	600 Upland St.	Rescue - Medical	Independence	12	
48	2/28/2013	5050 Independence St.	Fire - Smoke/Smell	Maple Plain	8	
49	3/1/2013	5975 Fieldstone Pl	Rescue - Medical	Independence	7	
50	3/5/2013	Highway 12 & Maple Ave.	Fire - Gas	Maple Plain	7	
51	3/6/2013	2864 County Rd. 92	Rescue - Medical	Independence	8	
52	3/7/2013	Highway 12 & County Rd. 92	Rescue - PI	Independence	14	
53	3/11/2013	7914 County Rd. 6	Rescue - Medical	Independence	8	
54	3/13/2013	1520 Wyman Ave.	Fire - Other	Maple Plain	6	Cancelled
55	3/13/2013	5050 Independence St.	Rescue - Medical	Maple Plain	8	
56	3/15/2013	375 Kuntz Dr.	Rescue - Medical	Independence	8	
57	3/15/2013	County Rd. 6 & Townline Rd.	Rescue - Medical	Independence	9	
58	3/15/2013	3176 Lake Sarah Rd.	Rescue - Medical	Independence	8	
59	3/15/2013	County Rd. 29 & Main St.	Rescue - PI	Maple Plain	7	Cancelled
60	3/18/2013	2914 Independence Rd.	Rescue - Medical	Independence	9	
61	3/18/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	7	
62	3/18/2013	5925 Fieldstone Pl	Fire - Alarm	Independence	15	Cancelled
63	3/19/2013	5335 Bryantwood Dr.	Rescue - Medical	Maple Plain	7	
64	3/19/2013	1815 Budd Ave.	Rescue - Medical	Maple Plain	14	

65	3/23/2013	Halgren Rd. & W. Main St.	Rescue - PI	Independence	32	
66	3/26/2013	565 County Rd. 110	Fire - Alarm	Independence	12	
67	3/30/2013	Baker Park Rd. & Main St. E.	Rescue - Medical	Maple Plain	10	
68	3/28/2013	6935 Game Farm Rd.	Fire - Structure	Minnetrista	55	M.A.
69	4/3/2013	8515 Pioneer Creek Rd.	Fire - Structure	Independence	36	
70	4/4/2013	Budd Ave. & E. Main St.	Rescue - Medical	Maple Plain	7	
71	4/6/2013	1520 Wyman Ave. #17	Rescue - Medical	Maple Plain	8	
72	4/6/2013	5285 Manchester Dr.	Fire - Alarm	Maple Plain	9	
73	4/8/2013	5215 Bryant St.	Rescue - Medical	Maple Plain	19	
74	4/9/2013	20050 75th Ave. N.	Fire - Structure	Corcoran	20	M.A.
75	4/13/2013	2585 Becker Rd.	Rescue - Medical	Independence	7	
76	4/14/2013	5130 Industrial St.	Rescue - Medical	Maple Plain	12	
77	4/19/2013	2176 S. Lake Sarah Rd.	Rescue - Medical	Independence	7	
78	4/16/2013	6160 Woodhill Ln.	Fire - Alarm	Independence	7	
79	4/17/2013	5940 W. Main St.	Rescue - Medical	Maple Plain	5	
80	4/21/2013	5630 Pioneer Creek Dr.	Fire - Alarm	Maple Plain	13	
81	4/22/2013	5215 E. Main St. #3	Rescue - Medical	Maple Plain	5	
82	4/22/2013	5335 Bryantwood Dr.	Rescue - Medical	Maple Plain	5	
83	4/23/2013	Highway 55 & Willow	Rescue - PI	Medina	8	M.A.
84	4/22/2013	102 Kuntz Dr.	Rescue - Medical	Independence	9	
85	4/26/2013	2076 County Rd. 90	Fire - Electrical Utilities	Independence	12	
86	4/26/2013	1560 Howard Ave. #215	Rescue - Medical	Maple Plain	6	
87	4/26/2013	5565 W. Main St.	Rescue - Medical	Maple Plain	5	
88	4/27/2013	5810 Drake Dr.	Fire - Grass	Independence	12	
89	4/29/2013	3176 Lake Sarah Rd.	Rescue - Medical	Independence	6	Cancelled
90	4/29/2013	6505 Olstad Dr.	Fire - Grass	Independence	10	
91	4/30/2013	5630 Pioneer Creek Dr.	Fire - Alarm	Maple Plain	6	
92	4/30/2013	5145 Industrial St.	Fire - Alarm	Maple Plain	7	
93	4/30/2013	County Rd. 6 & County Rd. 83	Rescue - PI	Independence	9	
94	4/11/2013	5340 E. Main St.	Rescue - Medical	Maple Plain	9	
95	5/4/2013	5285 Manchester Dr. #207	Rescue - Medical	Maple Plain	12	
96	5/5/2013	1920 County Rd. 90	Fire - Alarm	Independence	13	
97	5/5/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	9	
98	5/7/2013	1709 Howard Ave.	Rescue - Medical	Maple Plain	9	
99	5/8/2013	1650 Howard Ave. #316	Rescue - Medical	Maple Plain	3	

100	5/9/2013	5540 Pioneer Creek Dr.	Rescue - Medical	Maple Plain	9	
101	5/12/2013	1815 Budd Ave.	Rescue - Medical	Maple Plain	11	
102	5/13/2013	1520 Wyman Ave.	Rescue - Medical	Maple Plain	19	
103	5/14/2013	5015 County Rd. 19	Fire - Structure	Minnetrista	18	M.A.
104	5/15/2013	Budd Ave. & Manchester Dr.	Fire - Other	Maple Plain	4	Cancelled
105	5/16/2013	1520 Wyman Ave. #30	Rescue - Medical	Maple Plain	3	
106	5/18/2013	Highway 12 & County Rd. 90	Fire - Gas	Independence	6	
107	5/20/2013	3212 Independence Rd.	Rescue - Other	Independence	16	
108	5/24/2013	1709 Howard Ave.	Rescue - Medical	Maple Plain	9	
109	5/25/2013	1920 County Rd. 90	Fire - Alarm	Independence	6	Cancelled
110	5/27/2013	7575 County Rd. 6	Rescue - Medical	Independence	15	
111	5/28/2013	1560 Howard Ave. #301	Rescue - Medical	Maple Plain	7	
112	5/28/2013	1950 Budd St.	Fire - Electrical Utilities	Independence	5	
113	5/28/2013	1840 Gladview Ln.	Rescue - Medical	Maple Plain	10	
114	5/29/2013	475 County Rd. 92	Fire - Alarm	Independence	1	
115	5/29/2013	6125 Drake Dr.	Rescue - Medical	Independence	6	
116	6/3/2013	1560 Howard Ave. #301	Rescue - Medical	Maple Plain	7	
117	6/5/2013	940 Polo Club Rd.	Rescue - Medical	Independence	5	
118	6/6/2013	1560 Howard Ave.	Fire - Smoke/Smell	Maple Plain	5	Cancelled
119	6/6/2013	7865 Highway 12	Rescue - Medical	Independence	34	
120	6/6/2013	7080 Highway 12	Rescue - Medical	Independence	17	
121	6/7/2013	5260 Bryantwood Dr. #206	Rescue - Medical	Maple Plain	6	
122	6/8/2013	2335 Independence Rd.	Rescue - Medical	Independence	9	
123	6/10/2013	5790 Drake Dr.	Rescue - Medical	Independence	13	
124	6/10/2013	1520 Wyman Ave. #26	Rescue - Medical	Maple Plain	11	
125	6/11/2013	5554 W. Main St.	Rescue - Medical	Maple Plain	5	
126	6/13/2013	3085 Independence Rd.	Rescue - Medical	Maple Plain	6	
127	6/13/2013	Highway 55 & County Rd. 19	Rescue - PI	Loretto	7	Cancelled
128	6/13/2013	5260 Bryantwood Dr. #110	Rescue - Medical	Maple Plain	8	
129	6/14/2013	5329 Highway 12 #10	Rescue - Medical	Maple Plain	6	
130	6/15/2013	5184 Main St.	Rescue - Medical	Maple Plain	10	
131	6/16/2013	1815 Budd Ave.	Rescue - Medical	Maple Plain	6	
132	6/16/2013	Lake Independence	Rescue - Water/Ice	HC	10	
133	6/17/2013	3411 Brei Kessel Rd.	Fire - Alarm	Independence	4	
134	6/18/2013	County Rd. 90 & Highway 12	Rescue - PI	Independence	3	Cancelled

135	6/19/2013	2750 County Rd. 90	Fire - Alarm	Independence	2	Cancelled
136	6/21/2013	1300 Baker Park Rd.	Fire - Electrical Utilities	Maple Plain	7	Storm
137	6/21/2013	Baker Park Campground	Rescue - PI	HC	6	Storm
138	6/21/2013	6603 Willow Dr.	Fire - Structure	Loretto	12	M.A.
139	6/21/2013	County Rd. 83 & Highway 12	Rescue - Medical	Maple Plain	5	Storm
140	6/21/2013	1920 County Rd. 90	Fire - Alarm	Independence	1	Storm
141	6/22/2013	1815 Budd Ave.	Fire - Alarm	Maple Plain	5	Storm
142	6/22/2013	1514 Rainbow Ave.	Fire - Electrical Utilities	Maple Plain	3	Storm
143	6/22/2013	1530 Rainbow Ave.	Fire - Electrical Utilities	Maple Plain	6	Storm
144	6/22/2013	2374 Budd Ave.	Fire - Electrical Utilities	Independence	6	Storm
145	6/22/2013	5405 Lake Sarah Heights Dr.	Fire - Structure	Loretto	5	M.A.
146	6/22/2013	County Rd. 19 & Sycamore Tr.	Fire - Electrical Utilities	Medina	5	Storm
147	6/22/2013	1889 Baker Park Rd.	Fire - Electrical Utilities	Medina	5	Storm
148	6/23/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	9	Storm
149	6/23/2013	4845 Bradford St.	Rescue - Medical	Maple Plain	12	Storm
150	6/24/2013	550 County Rd. 92	Rescue - Medical	Independence	9	Storm
151	6/24/2013	County Rd. 29 & County Rd. 19	Fire - Electrical Utilities	Maple Plain	3	Storm
152	6/24/2013	County Rd. 19 & Perkinsville Rd.	Fire - Electrical Utilities	Maple Plain	6	Storm
153	6/28/2013	4650 Creekwood Tr.	Fire - Structure	Long Lake	5	M.A.
154	6/29/2013	County Rd. 6 & County Rd. 19	Fire - Smoke/Smell	Independence	6	Cancelled
155	6/29/2013	1920 County Rd. 90	Rescue - Medical	Independence	6	
156	6/30/2013	1419 Halgren Rd.	Rescue - Medical	Maple Plain	7	
157	7/2/2013	5295 Bryantwood Dr.	Rescue - Medical	Maple Plain	7	
158	7/3/2013	3176 Lake Sarah Rd.	Rescue - Medical	Independence	10	
159	7/3/2013	5260 Bryantwood Dr.	Fire - Vehicle	Maple Plain	8	
160	7/7/2013	4945 Main St.	Rescue - Medical	Maple Plain	8	
161	7/8/2013	5555 Pioneer Creek Dr.	Rescue - Medical	Maple Plain	5	
162	7/9/2013	Highway 12 & County Rd. 92	Fire - Gas	Independence	10	
163	7/10/2013	2576 Valley Rd.	Rescue - Medical	Independence	9	
164	7/12/2013	15750 Rockford Rd.	Fire - Structure	Plymouth	25	M.A.
165	7/13/2013	1645 Pioneer Ave.	Fire - Other	Maple Plain	18	
166	7/11/2013	3176 Lake Sarah Rd.	Rescue - Medical	Independence	10	
167	7/16/2013	5881 Pagenkopf Rd.	Fire - Electrical Utilities	Independence	10	Cancelled
168	7/17/2013	5866 Three Oaks Ave.	Rescue - Medical	Maple Plain	10	
169	7/19/2013	2980 County Rd. 92	Rescue - PI	Independence	6	
170	7/20/2013	Valley Rd. & Highway 12	Rescue - PI	Independence	10	

171	7/20/2013	1520 Wyman Ave. #31	Rescue - Medical	Maple Plain	3	
172	7/23/2013	5014 Main St.	Rescue - Medical	Maple Plain	3	
173	7/27/2013	1765 Baker Park Rd.	Rescue - Medical	Maple Plain	12	
174	7/28/2013	6915 Willow Dr.	Fire - Structure	Corcoran	26	M.A.
175	7/30/2013	5009 Independence St.	Rescue - Medical	Maple Plain	1	
176	7/30/2013	6235 Woodhill Dr.	Rescue - Medical	Independence	7	Cancelled
177	7/30/2013	1560 Howard Ave.	Rescue - Medical	Maple Plain	11	
178	7/31/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	7	
179	7/31/2013	5325 Saddle Ridge Tr.	Fire - Alarm	Independence	4	Cancelled
180	8/2/2013	1950 Budd St.	Rescue - Medical	Maple Plain	5	
181	8/4/2013	County Rd. 116 & Highway 55	Rescue - PI	Hamel	39	M.A.
182	8/6/2013	340 County Rd. 92	Fire - Structure	Independence	37	
183	8/10/2013	5600 Pioneer Creek Dr.	Rescue - Medical	Maple Plain	5	
184	8/10/2013	Highway 12 & Baker Park Rd.	Rescue - PI	Maple Plain	6	
185	8/11/2013	2585 Becker Rd.	Rescue - Medical	Independence	6	
186	8/12/2013	3085 Independence Rd.	Rescue - Medical	Independence	3	
187	8/16/2013	18 Golf Walk	Rescue - Medical	Independence	4	
188	8/16/2013	8170 County Rd. 6	Rescue - Medical	Independence	8	
189	8/16/2013	5563 Pioneer Creek Dr.	Rescue - Medical	Independence	9	
190	8/17/2013	Halgren Rd. & Highway 12	Fire - Vehicle	Maple Plain	12	
191	8/19/2013	1724 County Rd. 92	Rescue - Medical	Independence	10	
192	8/21/2013	5285 Manchester Dr. #206	Rescue - Medical	Maple Plain	6	
193	8/23/2013	Baker Park Campground	Rescue - Medical	HC	7	
194	8/24/2013	15 Ingerson Rd.	Fire - Electrical Utilities	Independence	3	
195	8/26/2013	5260 Bryantwood Dr. #204	Rescue - Medical	Maple Plain	5	
196	8/27/2013	5400 Joyce St.	Rescue - Medical	Maple Plain	10	
197	9/1/2013	5515 Bryant St.	Rescue - Medical	Maple Plain	6	
198	9/2/2013	County Rd. 116 & Highway 55	Standby	Hamel	5	M.A.
199	9/3/2013	Highway 12 & County Rd. 92	Rescue - PI	Independence	5	
200	9/3/2013	5255 Bryantwood Dr. #304	Rescue - Medical	Maple Plain	16	
201	9/5/2013	2150 McDow Ln.	Rescue - Medical	Independence	6	
202	9/7/2013	5530 Joyce St.	Fire - Smoke/Smell	Maple Plain	7	
203	9/9/2013	1654 Marsh Ave.	Rescue - Medical	Maple Plain	11	
204	9/10/2013	1300 Baker Park Rd.	Rescue - Medical	Medina	2	
205	9/10/2013	7888 County Rd. 6	Rescue - Medical	Independence	9	
206	9/11/2013	Budd Ave. & Highway 12	Rescue - Medical	Maple Plain	10	
207	9/11/2013	1645 Marsh Ave.	Rescue - Medical	Maple Plain	12	

208	9/13/2013	5025 Broadmoor Dr.	Rescue - Medical	Independence	8	
209	9/13/2013	1520 Wyman Ave.	Rescue - Medical	Maple Plain	2	Cancelled
210	9/14/2013	2329 County Rd. 19	Rescue - PI	Medina	13	
211	9/15/2013	1560 Howard Ave.	Fire - Smoke/Smell	Maple Plain	9	
212	9/16/2013	1560 Howard Ave. #211	Fire - Alarm	Maple Plain	7	
213	9/20/2013	5515 Bryant St. #19	Rescue - Medical	Maple Plain	10	
214	9/20/2013	County Rd. 6 & Townline Rd.	Fire - Other	Independence	10	
215	9/24/2013	5630 Pioneer Creek Dr.	Fire - Alarm	Maple Plain	4	
216	9/24/2013	1654 Marsh Ave.	Rescue - Medical	Maple Plain	7	
217	9/25/2013	5485 W. Main St.	Rescue - Medical	Maple Plain	7	
218	9/25/2013	558 County Rd. 110	Rescue - Medical	Independence	8	
219	9/25/2013	6225 Woodhill Ln.	Fire - Alarm	Independence	9	Cancelled
220	9/25/2013	County Rd. 11 & Independence Rd.	Rescue - PI	Independence	3	
221	9/28/2013	5485 Main St.	Rescue - Medical	Maple Plain	10	
222	10/1/2013	5890 Henry St.	Rescue - Medical	Maple Plain	12	
223	10/3/2013	5370 Highway 12	Fire - Alarm	Maple Plain	11	
224	10/3/2013	1422 Three Oaks Ave.	Fire - Smoke/Smell	Maple Plain	11	
225	10/4/2013	6775 Pagenkopf Rd.	Rescue - Medical	Independence	24	
226	10/9/2013	Highway 12 & Budd Ave.	Rescue - PI	Maple Plain	13	
227	10/14/2013	1520 Wyman Ave.	Rescue - Medical	Maple Plain	9	
228	10/17/2013	7365 Highway 12	Fire - Alarm	Independence	11	
229	10/17/2013	4854 Drake St.	Rescue - Medical	Maple Plain	6	
230	10/18/2013	5370 Highway 12	Fire - Alarm	Maple Plain	11	
231	10/19/2013	Highway 12 & BNSF Bridge	Rescue - PI	Independence	8	Cancelled
232	10/20/2013	3208 Magnolia Dr.	Fire - Structure	Hamel	9	M.A.
233	10/22/2013	440 Kuntz Dr.	Rescue - Medical	Independence	9	
234	10/22/2013	5655 Highway 12	Rescue - Medical	Maple Plain	4	
235	10/22/2013	5800 Highway 12	Rescue - PI	Maple Plain	4	
236	10/22/2013	1918 County Rd. 90	Fire - Smoke/Smell	Independence	11	
237	10/22/2013	1520 Wyman Ave.	Rescue - Medical	Maple Plain	10	
238	10/23/2013	Highway 12 & Valley Rd.	Fire - Vehicle	Independence	9	
239	10/23/2013	2485 County Rd. 90	Rescue - Medical	Independence	9	
240	10/30/2013	1669 Howard Ave.	Rescue - Medical	Maple Plain	10	
241	10/30/2013	Highway 12 & County Rd. 90	Rescue - PI	Independence	12	
242	10/30/2013	1560 Howard Ave.	Rescue - Medical	Maple Plain	10	
243	11/1/2013	5836 County Rd. 6	Fire - Other	Independence	11	
244	11/3/2013	3050 Becker Rd.	Fire - Alarm	Independence	9	Cancelled

245	11/7/2013	5112 Perkinsville Rd.	Rescue - Medical	Independence	9	
246	11/7/2013	5184 Main St. E.	Rescue - Medical	Maple Plain	11	
247	11/8/2013	5225 Bryantwood Dr. #302	Rescue - Medical	Maple Plain	6	
248	11/11/2013	Highway 12 & County Rd. 92	Fire - Grass	Independence	11	
249	11/12/2013	5765 Main St. W.	Fire - Alarm	Maple Plain	7	
250	11/12/2013	6610 Fogelman Rd.	Fire - Alarm	Independence	11	Cancelled
251	11/12/2013	949 Nelson Rd.	Fire - Structure	Independence	23	M.A.
252	11/15/2013	5794 Amy Ln.	Rescue - Medical	Maple Plain	9	
253	11/16/2013	6645 Rolling Hills Rd.	Fire - Structure	Loretto	8	M.A.
254	11/19/2013	Highway 12 & County Rd. 92	Rescue - PI	Independence	8	Cancelled
255	11/19/2013	2636 Independence Rd.	Fire - Other	Independence	11	
256	11/19/2013	1410 Rainbow Ave.	Rescue - Medical	Maple Plain	10	
257	11/20/2013	6075 Main St.	Rescue - Medical	Independence	7	
258	11/22/2013	8260 10th St. SE	Fire - Structure	Rockford	45	M.A.
259	11/22/2013	5370 Highway 12	Rescue - Medical	Maple Plain	4	
260	11/23/2013	Loretto FD	Standby	Loretto	6	M.A.
261	11/25/2013	1500 Howard Ave.	Rescue - Medical	Maple Plain	8	
262	11/25/2013	585 County Rd. 110	Rescue - Medical	Maple Plain	18	
263	11/25/2013	6016 County Rd. 6	Rescue - Medical	Independence	21	
264	12/1/2013	7200 Rolling Hills Rd.	Fire - Structure	Loretto	10	M.A.
265	12/2/2013	5630 Pioneer Creek Dr.	Fire - Alarm	Maple Plain	7	Cancelled
266	12/3/2013	6100 Woodhill Ln.	Rescue - PI	Independence	5	Cancelled
267	12/4/2013	2695 County Rd. 90	Rescue - Medical	Independence	6	
268	12/4/2013	1410 Rainbow Ave.	Rescue - Medical	Maple Plain	12	
269	12/4/2013	4426 Trillium Dr. S.	Rescue - Water/Ice	Medina	11	M.A.
270	12/6/2013	2330 County Rd. 19	Fire - Alarm	HC	4	
271	12/6/2013	5255 Bryantwood Dr. #206	Rescue - Medical	Maple Plain	5	
272	12/11/2013	5515 Bryant St. #11	Rescue - Medical	Maple Plain	7	
273	12/12/2013	5009 Independence St.	Rescue - Medical	Maple Plain	7	
274	12/12/2013	Highway 12 & County Rd. 90	Rescue - PI	Independence	9	
275	12/14/2013	Rainbow Ave. & Parkview Rd.	Fire - Other	Maple Plain	5	
276	12/16/2013	2220 Old Post Rd.	Rescue - Medical	Independence	10	
277	12/8/2013	5860 Drake Dr.	Rescue - Medical	Independence	6	
278	12/18/2013	Highway 12 & County Rd. 83	Fire - Gas	Maple Plain	7	
279	12/19/2013	5630 Pioneer Creek Dr.	Fire - Alarm	Maple Plain	10	
280	12/23/2013	5400 Bryant St.	Rescue - Medical	Maple Plain	13	
281	12/23/2013	Highway 12 & Main St.	Rescue - PI	Maple Plain	15	

282	12/24/2013	4794 Perkinsville Rd.	Fire - Structure	Independence	10	Cancelled
283	12/27/2013	5249 Highway 12	Rescue - Medical	Maple Plain	7	
284	12/28/2013	5354 E. Main St.	Rescue - Medical	Maple Plain	13	
285	12/28/2013	5515 Bryant St. #3	Rescue - Medical	Maple Plain	10	
286	12/28/2013	1400 Baker Park Rd.	Fire - Alarm	HC	8	
287	12/30/2013	1912 County Rd. 92	Rescue - Medical	Independence	8	M.A.
288	12/30/2013	6795 Manor Dr.	Fire - Structure	Minnetrista	42	
289	12/31/2013	5721 Drake Dr.	Rescue - Medical	Independence	8	
290	12/31/2013	1560 Howard Ave.	Rescue - Medical	Maple Plain	7	M.A.
291	12/31/2013	6645 Hidden Ln.	Fire - Structure	Greenfield	33	



Agenda Information Memorandum
January 27, 2014 - Maple Plain City Council

10. NEW BUSINESS
A. MAIN STREET WEST AND RAINBOW AVENUE UTILITY AND STREET IMPROVEMENTS – URBAN SECTION

ACTION TO BE CONSIDERED

To approve the City Engineer proceeding with an urban section on Main Street West.

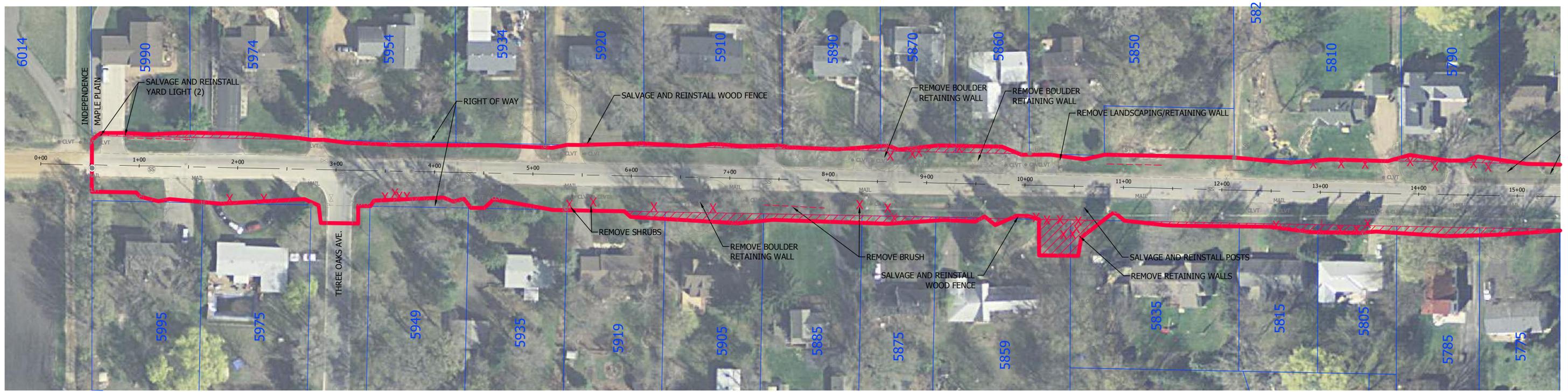
FACTS

- Survey work and design has begun and is continuing on the project.
- The geotechnical report was completed and forwarded in early January 2014.
- The Council discussed possible sanitary sewer extensions to serve areas in Independence, west of the current City Limits at their work session on January 6, 2014 and at the January 13, 2014 council meeting.
- Council directed Staff to contact Independence Staff to review service areas and possible sanitary sewer extensions.
- The City Engineer has further reviewed the rural versus urban section on Main Street and is recommending the urban section to minimize disturbance to adjacent properties, minimize the number of easements outside of the right-of-way, and to address the overall storm sewer system in Rainbow Park.
- The City Council reviewed the attached figures and engineering recommendations at their January 20, 2014 Worksession.
- A public information meeting was held on Thursday, January 23, 2014 to receive public comments on the engineering recommendations and current project design.
- The proposed schedule is to bring plans and specifications back to the February 24, 2014 Council meeting for approval and to set the bid opening.

ATTACHMENTS

1. Construction Limits – Figure 1-3
2. Existing Conditions – Figure 4
3. Cross Sections – Figure 5-6

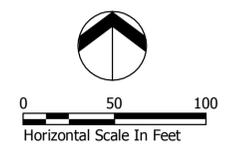
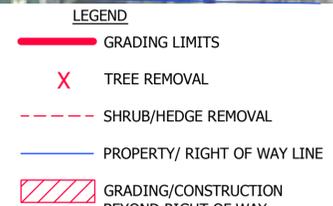
Attached on page(s) ____ through ____ .



MAIN STREET W - WEST HALF



MAIN STREET W - EAST HALF

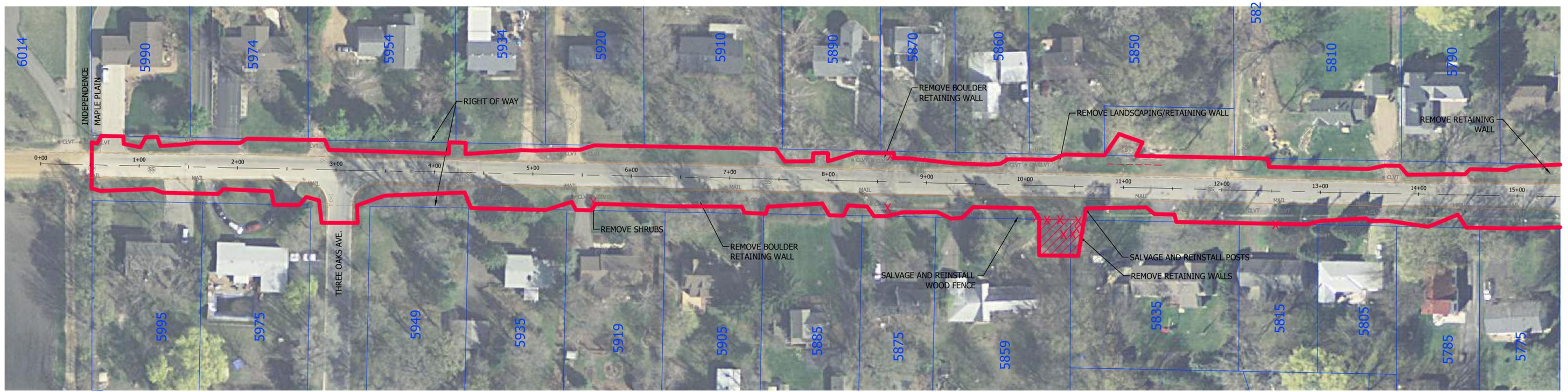


MAIN STREET W GRADING LIMITS - RURAL SECTION

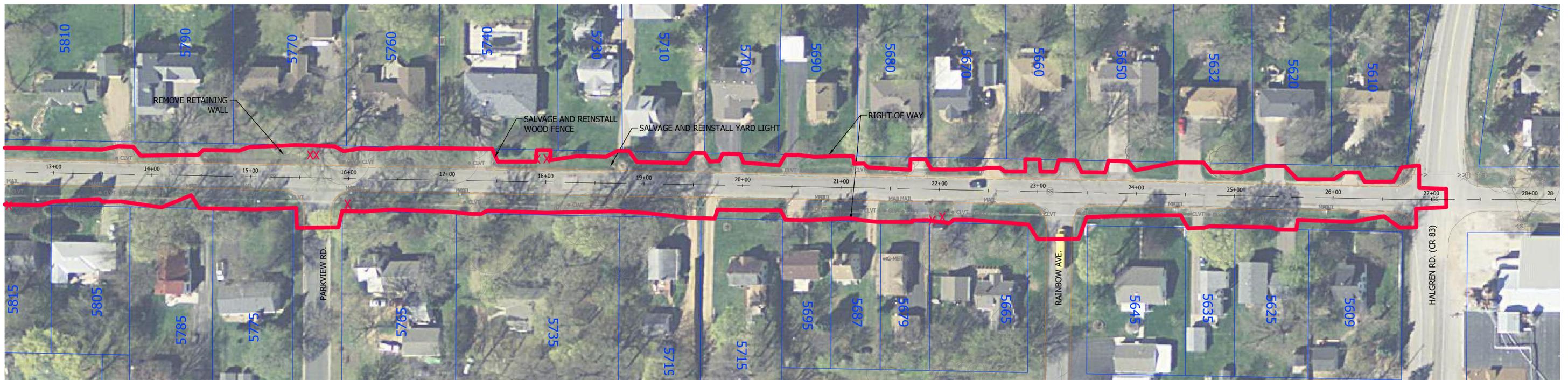
MAPLE PLAIN, MINNESOTA
 MAIN ST W AND RAINBOW AVE UTILITY AND STREET IMPROVEMENTS

FIGURE 1

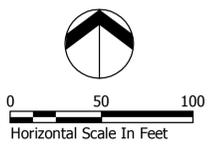
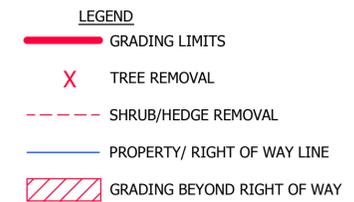




MAIN STREET W - WEST HALF



MAIN STREET W - EAST HALF



MAIN STREET W GRADING LIMITS - URBAN SECTION

MAPLE PLAIN, MINNESOTA
 MAIN ST W AND RAINBOW AVE UTILITY AND STREET IMPROVEMENTS

FIGURE 2



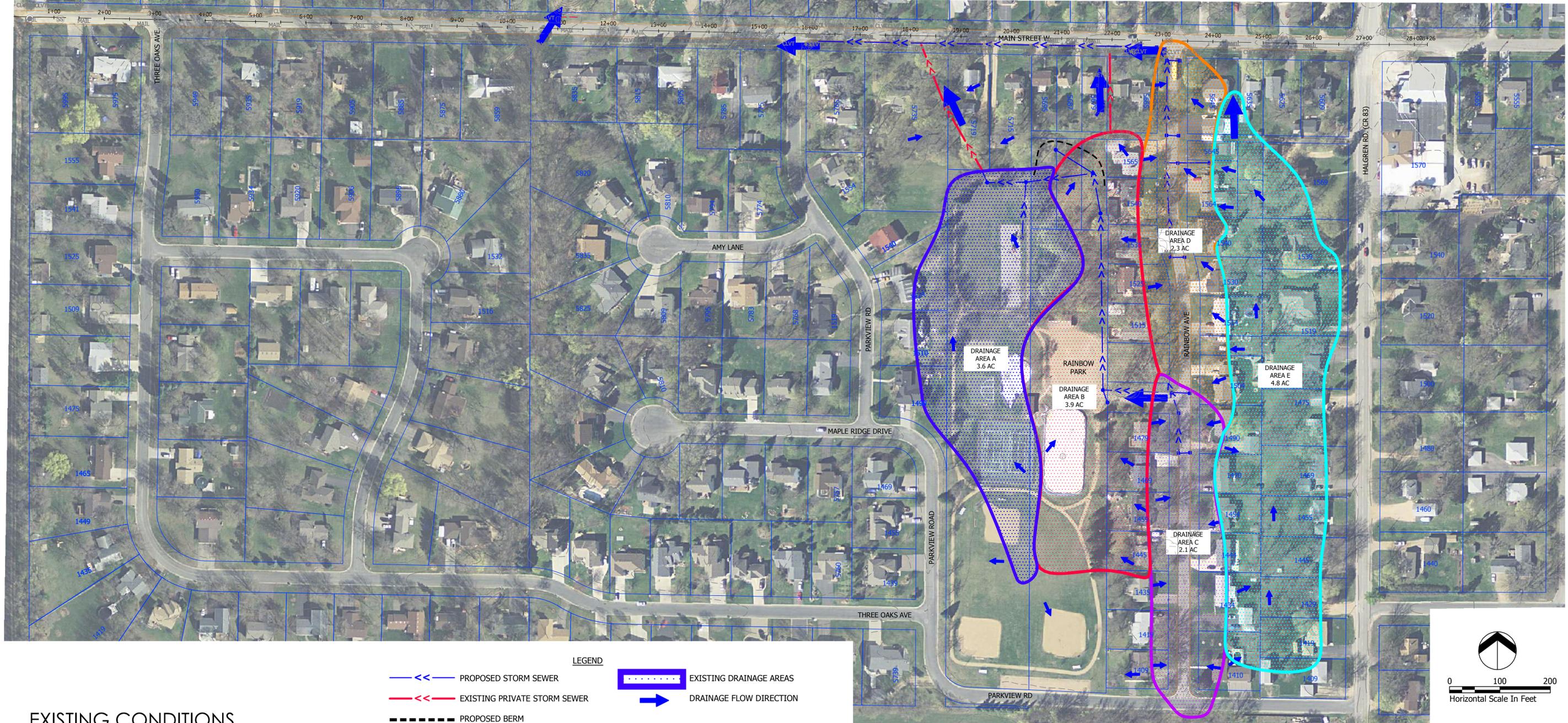
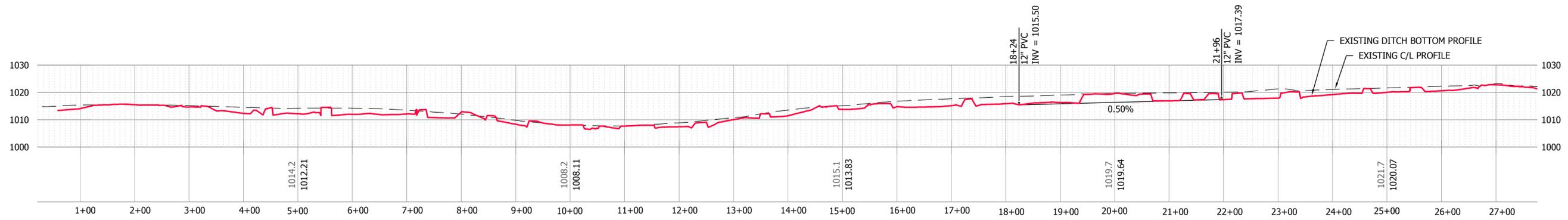


RAINBOW AVENUE GRADING LIMITS - URBAN SECTION

MAPLE PLAIN, MINNESOTA
 MAIN ST W AND RAINBOW AVE UTILITY AND STREET IMPROVEMENTS

FIGURE 3





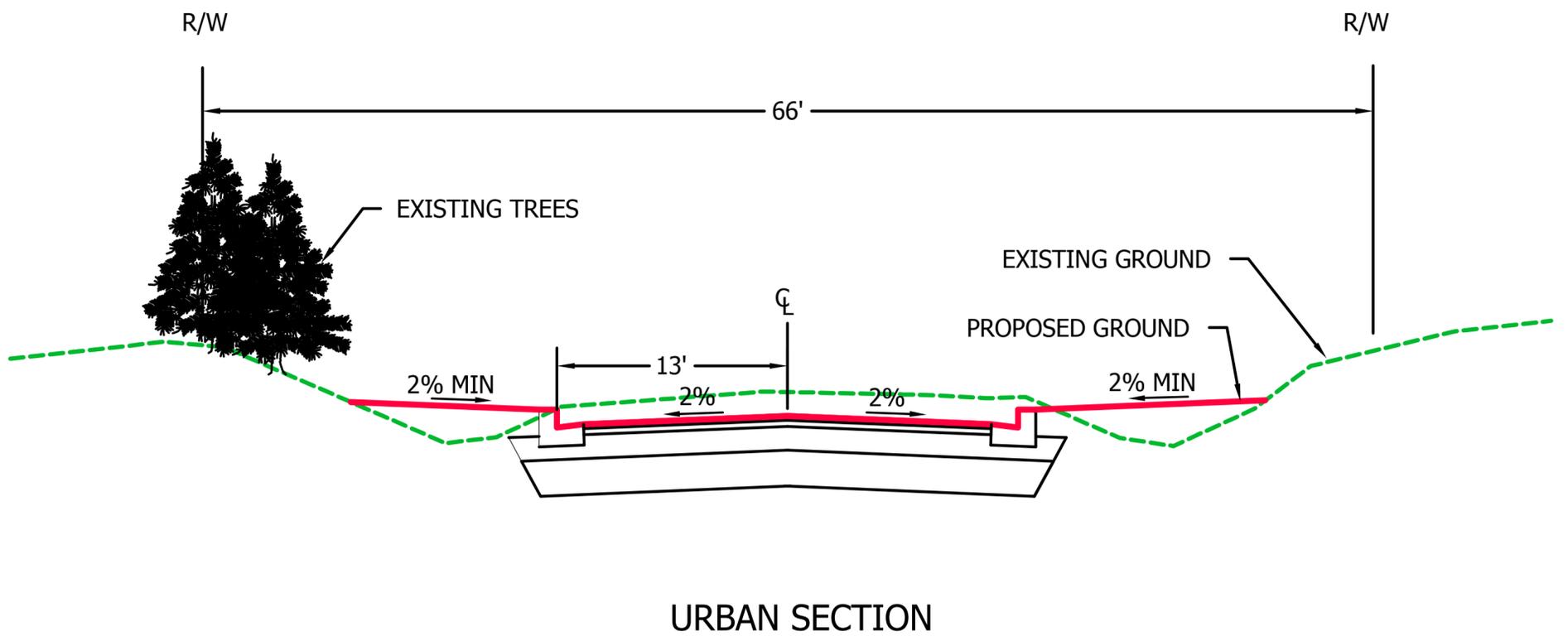
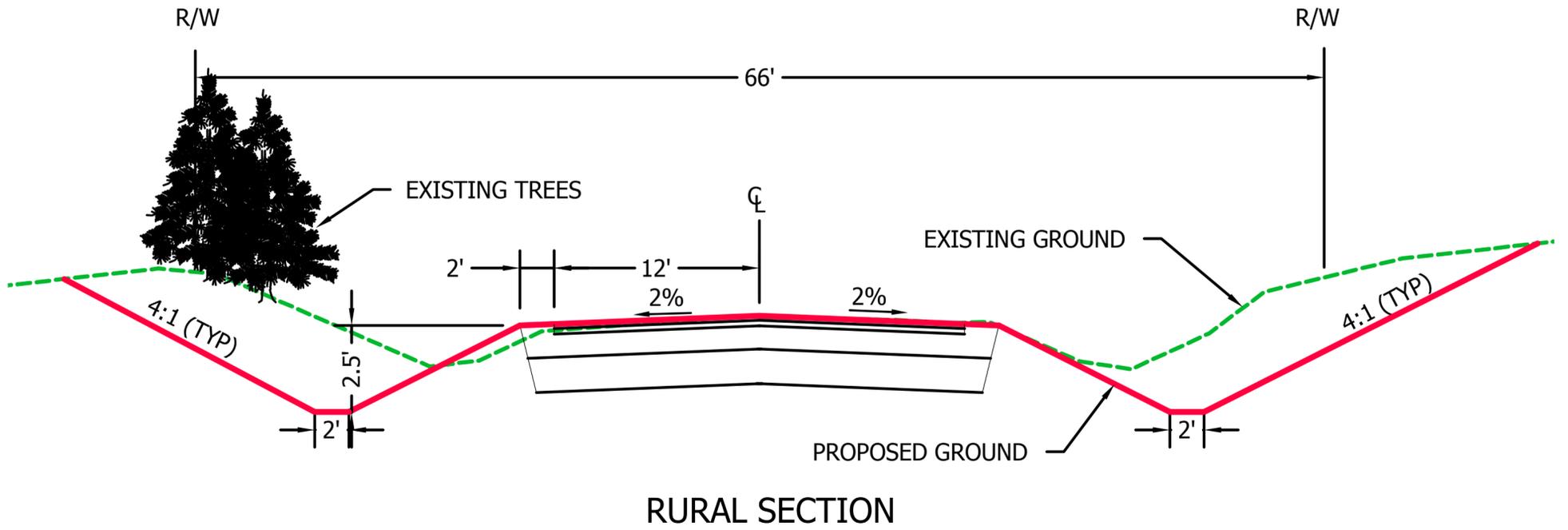
EXISTING CONDITIONS

MAPLE PLAIN, MINNESOTA
 MAIN STREET W AND RAINBOW AVE UTILITY AND STREET IMPROVEMENTS

FIGURE 4



Plot Date: 01/17/2014 3:34pm
 Drawing name: V:\1938\active\193802390\CA\DWG\Fig 4.dwg
 Xref: 193802390_ASY 193802390_AWP-Acquired 193802390_ASY



CROSS SECTIONS - MAIN STREET WEST STATION 9+00

MAPLE PLAIN, MINNESOTA

FIGURE: 5

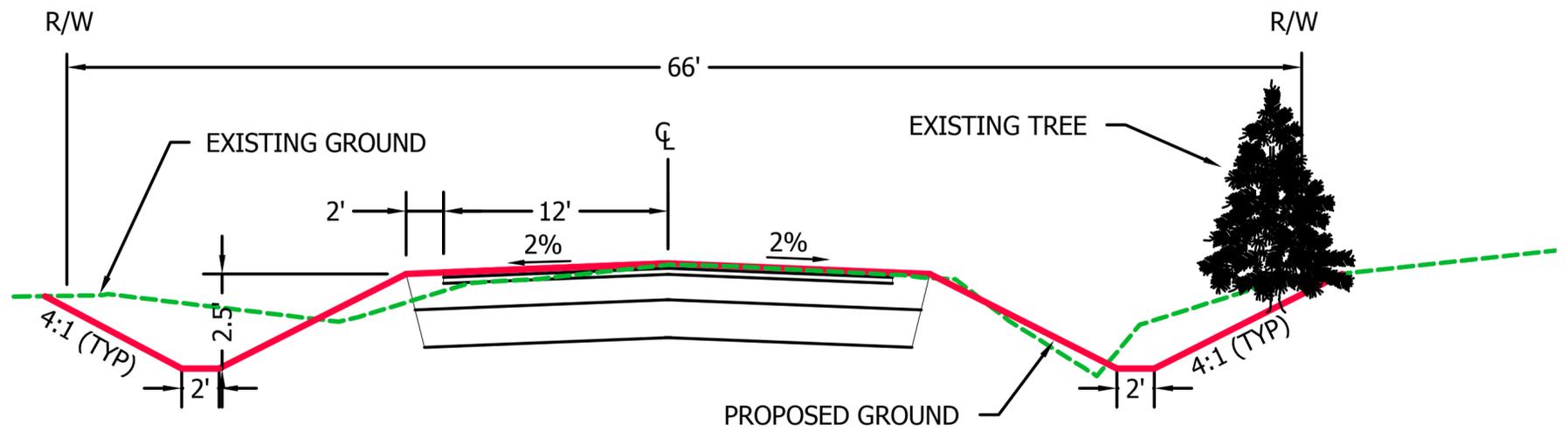
MAIN STREET W AND RAINBOW AVE UTILITY AND STREET IMPROVEMENTS



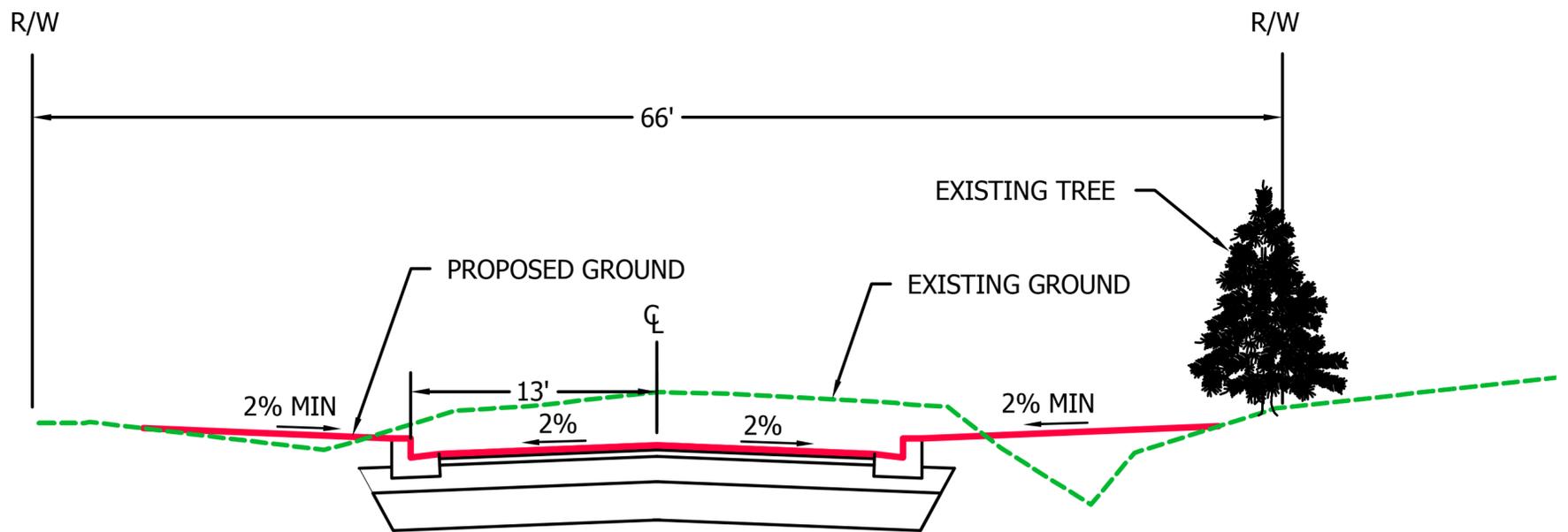
2335 Highway 36 W
St. Paul, MN 55113
www.stantec.com

DATE: JAN 2014

PROJ. NO.: 193802390



RURAL SECTION



URBAN SECTION

CROSS SECTIONS - MAIN STREET WEST STATION 21+00

MAPLE PLAIN, MINNESOTA

FIGURE: 6

MAIN STREET W AND RAINBOW AVE UTILITY AND STREET IMPROVEMENTS



2335 Highway 36 W
St. Paul, MN 55113
www.stantec.com

DATE: JAN 2014

PROJ. NO.: 193802390



Agenda Information Memorandum
January 27, 2014 Maple Plain City Council

10. NEW BUSINESS

B. Approve Specifications, Authorize Ad for Bid Water Meter Replacement

ACTION TO BE CONSIDERED

To approve specifications and authorize ad for bid on the water meter replacement project.

FACTS

- The City has bonded for and scheduled the replacement of water meters for 2014. Specifications for the water meters have been prepared, and the purchase/delivery and installation of the water meters is on schedule to proceed to the public bidding process.
- City Council authorization for public bidding for the water meter purchase and delivery is required at this time.
- The City owns nearly 700 water meters, that measure water use and provide basic data used for utility billing. Water meters are very accurate when new, but their mechanical components are subject to wear and tear and tend to under report water usage as they age.
- The current water meters are 35+ years old
- There are effectively two approaches to collecting water meter data via radio signal available in the municipal water utility market that are cost-effective for the City of Maple Plain. The most common approach involves vehicle mounted mobile data collectors and a fixed network to collect the radio data.
 - Option A: Fixed networks are primarily attractive to cities that need to bill at more frequent intervals or wanting the ability to monitor water use in real-time for the purpose of in-home leak detection. For those potential benefits, there would be a substantial additional cost (est. 30%) vs. mobile reading. Time reduction of staff is estimated at two people for an entire week to four hours for one person.
 - Option B: Mobile reading would allow drive by reads. No additional infrastructure is needed. Time reduction of staff is estimated at two people for an entire week to four hours for one person.
- The primary goals of the Water Meter Replacement Project, in addition to getting more accurate accounting of customer water use and create a more time-efficient method of reading meters, instead of staff walking in all elements of weather.
- The bid documents would require the bidders to identify which option they can provide and supply additional detailed information regarding warranties, maintenance costs, batter life, etc. that will aid the City in determining which proposal will meet the City's long-term needs.
- At this time, staff suggests the following project schedule
 - Approve Specs and Authorize Meter Bidding: January 27
 - Award Meter Purchase/Delivery Bid: February 24

- Municipal Code Changes (as required)
- Authorize Service Agreement for Installation: March 10
- Water Meter Replacements: March and April

ATTACHMENTS

Attached on page(s) _____ through _____ is Resolution No. 14-0127-01 and bid specs for Option A and Option B.

THE CITY OF MAPLE PLAIN
WATER METER REPLACEMENT,
AUTOMATIC RADIO FREQUENCY
OPTION A:
MOBILE METER READING/TOUCHREAD SYSTEM
PROJECT SPECIFICATIONS

The work included under this contract and covered by these specifications consists of supplying and installing a completely operational two-way migratable radio frequency AMR system in the City of Maple Plain (Here after defined as “the City”) capable of being migrated to a fixed base AMI system. This work involves, but is not limited to, providing and installing new water meters with true encoded registers, water meter Smart Point units, accessory wire, seals, gaskets and all necessary hardware.

The successful Contractor will supply and install a MOBILE METER READING vehicle based AMR system. The system supplier will provide and install one (1) handheld meter reading and endpoint installation device capable of capturing GPS locations as well as having the ability to be used as an installation and testing tool. These devices will be installed at the same location where the City’s current meter reading devices are installed.

The system will be complete and operational, capable of automatically producing operational and accounting reports, including up to two (2) days of on-site start-up services and training for utility personnel in all aspects of the hardware and software.

A mobile meter reading device will be supplied to permit the Utility to read meters by using any vehicle in their fleet via radio signals utilizing a primary licensed frequency on 900 - 950 MHz band. The MOBILE METER READING DEVICE must be able to receive meter readings a minimum of 2,500 feet from meter transceiver units. The complete MOBILE METER READING DEVICE package, as a minimum, will include the following:

- A laptop computer connected to the mobile meter reading device with the capability to handle multiple reading of radio equipped meters and the storage of meter reading data.
- Mobile Meter Reading Device radio operating software.
- A magnetic mount antenna that connects to the MOBILE METER READING DEVICE for optimal radio reading performance.
- A power cable capable of plugging into a cigarette lighter to power the reading device.

- Applicable connector cables for the computer and MOBILE METER READING DEVICE.
- Carrying case for all MOBILE METER READING DEVICE equipment.

A software program will be supplied and installed on the City's Windows 7 PC computer for processing meter readings from meter transceiver units utilizing MOBILE METER READING DEVICE hardware and software. The same software must allow transferring meter readings and data from the radio frequency solid state handheld interrogator to the City's Windows 7 PC computer. The software will be capable of transferring meter readings/data from the PC and interface to the City's compatible computer utilizing water billing software.

The handheld reading devices' software provided must allow operating a licensed radio frequency system, backup and manual/touch read automatic meter reading systems simultaneously. All transmitters will be mounted outside with a touchpad using existing wiring.

The system will be complete and operational, capable of automatically producing operational and accounting reports, including start-up services and training for Utility personnel in all aspects of the hardware and software.

Scope of Work

The City of Maple Plain is seeking qualified vendors/manufacturers of water meters and vehicle based radio reading systems for a water meter replacement project.

It is the intent of the City to have the successful vendor provides meter reading equipment that is compatible with Sensus water meters equipped with absolute encoder registers. The equipment will consist of meters, registers, transmitter modules, and vehicle based meter reading transceiver.

The system will include meter data management software and hardware capable of interfacing with the City's billing system using route-based meter data.

This detailed specification will provide a means by which the City can evaluate overall system concept, products, service, maintenance, technology, longevity, warranties, and overall project cost. This project will be awarded based on a 20-year useful life and 20-year increased revenue expectancy. The City will use its own evaluation matrix for determining the best solution for its present and future metering data collection needs.

System Overview

The meter reading system will be a vehicle-based system with the capabilities to migrate to a fixed-base data collection network, in order to enable frequent collection and updating of metering data. Meter Data Manager (MDM) software will deliver metering data to the billing system in a standard format when utilizing a fixed base system.

All system components will be manufactured, supplied and serviced by one vendor.

The AMR devices will interface to true encoder registers and provide full support to the UI-1203, or prior approved protocol.

The system will have a highly robust and secure communication link, with high immunity to radio interference, and should be based on a single, licensed primary use frequency in the 900-950 MHz range.

MXU Electronic/Functional Specifications

- The transmitter will utilize a single licensed frequency in the 900 – 950 MHZ band. The frequency will be licensed by the FCC as a primary use frequency and owned by the manufacturer of the transmitter and sub-licensed to the City.
- The transmitter will use high powered 2 Watt transmission in order to obtain a long range of reception at the receiver
- The transmitter will obtain data from the encoder register, matching the electronic odometer read of up to eight (8) digits.
- Vendor will provide a 20 year prorated warranty for the transmitter electronics and battery.
- All messages transmitted will include the unique transmitter ID and unique register ID.
- The transmitter will support the UI-1203 protocol and be capable of transmitting all data generated by the register.
- Only current data will be transmitted. The reading and other data parameters will be retrieved from the register immediately before their transmission.
- Minimum programming will be required at installation.
- A successful installation will be confirmed to the installer while still at the installation site.
- The transmitter will have the ability to send a signal in a Normal mode, Boost mode and Buddy mode.

- A short-range link (radio or magnetic loop) will enable a field technician to set the transmitter's timing interval in the field using a HHD (Hand Held Device). The HHD will also enable the technician to view data fields stored in the register and to initiate immediate data message transmission.
- Supported registers must include Sensus iPerl registers with Smart Mode.
- Transmitters must transmit four times per 24 hour period when migrated to fixed base and include hourly reads.
- The transmitter will transmit an error message or tamper alert if there is no communication with the register, or if communication with the register failed.
- The transmitter will meet all FCC requirements for operation in its class.
- The transmitter assembly must have the option of inductive or Touch-coupling for local touch-read automated meter reading system.
- The transmitter will have the capability of monitoring the water meter register for continuous usage over a set period of time and alerting and reporting possible leak situations.
- The transmitting device should have the radio and original battery encased in high density polyethylene (HDPE) to provide protection for the electronic components and be capable of being submersed in a water filled meter box without damage. The pit style unit must be able to be installed through a meter pit lid utilizing a 1-3/4" diameter hole or under the meter pit lid if necessary. When installing the radio through the meter pit lid, the radio must be secured to the meter pit lid by use of a threaded nut. Holes in the housing should be available to allow the utility the ability to secure seal wires to indicate tampering.

METER READING AND PROGRAMMER HANDHELD

Basic Functions: The handheld will have the capability to collect and store meter readings at any time of the meter reading route by any of the following methods: manually through the use of a numeric or alpha/numeric keypad, automatic and via radio transmission with the connection of a blue-tooth device. The unit will be able to obtain all type of readings on any particular route without requiring reprogramming of the interrogator, physical change of software contained within the unit while in the field, or by accessing through special software menus contained within a given route/program.

The RF handheld will include sufficient memory to store at least 2,000 meter readings for any one of the three reading modes. The meter reading memory will have full battery back-up protection for already read meter data. Each meter reading or action

taken for an account on the meter route will be logged with a date of time-of-day stamp. Internal hardware and software data checks are required to verify the integrity of the collected data. The unit will also allow for note input and the collection of meter readings not on the pre-defined route in any of the three reading methods.

Successful meter readings will be confirmed by an audible tone to alert the meter reader in the event of a faulty or missed reading. The device will provide a programmable audible warning for a potentially dangerous or special warning situation which may be associated with a particular meter location.

In addition, the RF handheld reading device will include, but not be limited to, the following features for all reading methods:

- Microsoft Windows Mobile 6 Operating system
- Microprocessor: Intel X Scale processor, 624 MHz
- Operating Memory: 128 MB SDRAM
- Data Storage Memory: 1 GB
- Internal RF antennae.
- Alphanumeric keypad
- Durable weatherproof housing
- 3.0" wide x 2.3" high or larger color display (3.8" diagonal or greater)
- Backlit displays
- Field adjustable contrast displays
- Tactile response keypad
- Weigh less than three pounds (48 oz.)
- Field adjustable audible tone
- 1 GB megabyte of memory
- Durable carrying belt with hand straps
- Watertight gun connectors
- Compatible to read Sensus Touch Read Meters
- Function Keys
- Durable weatherproof housing.
- Ten (10) to twenty (20) line character back-lighted color LCD display with the ability to display text and graphics.
- Field adjustable contrast for display.
- Tactile response keypad.
- Weigh – 29.5 Ounces
- Field adjustable audible tones.
- Durable carrying belt with hanger clips.
- Watertight reading gun connectors.
- 5 function keys.
- Escape key.
- Directional scrolling pad – up, down, left and right.
- Next record and previous record key.
- User defined note code function.

- HELP function.
- Flexible SEARCH capabilities.
- Hold both route and programming software for RF device and register at same time.
- Hold multiple route files at same time.
- Wireless link to Touch Pad reading gun.
- Field battery charger.

The handheld will be ergonomically designed to be comfortable for handheld meter reading. The unit will also be designed to be mounted on a belt worn by the meter reader.

Power Supply: Each meter reading device will be powered by a long life, light weight rechargeable battery pack. The battery pack will be capable of supporting the reading of a complete route in any of the three reading modes. The battery pack will be recharged while the RF handheld is resting in a communications/charging stand, without the need to disassemble the handheld unit for battery recharging. Each meter reading device will be equipped with its own communications/charging stand and not require any special pin type connectors when placed in the stand.

Environmental Protection: The handheld unit will remain operational at temperatures between -22 degrees F to +130 degrees F (-30 C to +54 C). The unit will be weather-tight and operate in a rain environment without the need for extra protection. The handheld unit will be designed to withstand a six (6) foot drop on any surface without damage.

RF Handheld Manual Read Function: The RF handheld will provide the capability to read inductive coupling type meters using a gun reading accessory that does not have to be attached to a wire or cable to the handheld device. The inductive coupling type mode will be functional simultaneously with the other meter reading functions. The handheld will be able to operate in the touch read mode without the need to change reading gun or probe accessories. Interrogators requiring the changing of accessories are not acceptable.

RF "Touch" Reading Function: The RF handheld will provide the capability to read inductive coupling type meters using a gun reading accessory. The inductive coupling type mode will be functional simultaneously with the other meter reading functions. The handheld will be able to operate in the touch read mode without the need to change reading gun or probe accessories. Interrogators requiring the changing of accessories are not acceptable.

RF Radio Frequency Reading Function: The function of the handheld in radio frequency mode is to provide the utility the capability of reading meters via radio signals. The RF handheld using the Command Link will send an alert signal to Transmitters connected to a meter fitted with an encoder register. Upon receipt of the

alert, the Transmitter will transmit the meter reading data to the Command Link and the RF handheld.

“Touch” Reading Gun Accessory: The “touch” reading gun accessory will be a cordless meter reading gun that transmits “touch” reading information to the RF handheld device via a low-power bi-directional RF link. The reading gun will be capable of transferring “touch” reading information to the RF handheld device from a minimum of twenty (20) feet distance from the handheld device. Multiple reading guns will be capable of interfacing with more than one RF handheld device. Each reading gun will have memory sufficient to hold up to ninety nine (99) “touch reads”. The gun will be capable of holding complete route information for up to ten (10) individual records. The reading gun will also be capable for use as a standalone reading gun or “visual reader”.

The reading gun will be powered by a rechargeable NiCad battery pack. The gun’s display will be a two (2) line by twenty (20) characters LCD capable of displaying meter reading information and route information. The gun will have three (3) user buttons (scroll up, scroll down and toggle) between display of meter reading and route information data and a trigger.

As a secondary operation, the RF handheld will also have the capability of providing optional programming features for the Transmitter.

Communication/Charging Stand: The communication/charging stand will be housed in a suitable material that can be wall or table top mounted. It will have the capability of recharging the handheld unit and also provide the communication port connection to the computer. The stand will be capable of recharging a handheld unit in fourteen – sixteen (14 – 16) hours.

The stand will be able to accommodate any handheld of the same manufacturer and model series regardless of the handheld’s operating capabilities (i.e., manual read type, touch read type, radio read type). The stand will hold one handheld at a time and be capable of connecting in a series to accommodate additional units.

FCC Regulations: All equipment will comply with current Federal Communication Commission (FCC) requirements which include proper labeling of applicable units. The Bidder will have supporting documentation available upon request to verify compliance.

Installation and Training: Complete installation and operating instructions will be included for all of the supplied hardware and software equipment. Proposal must include any additional costs for training and assistance to install and begin operation of the handheld units. The vendor will also inform the customer what pre-installation activities are to be completed and what support material will be needed for the initial installation.

Performance Warranties: In evaluating bid submittals, warranty coverage will be considered. The vendor will be required to state its warranty and/or guarantee policy with respect to each item of proposed equipment. The procedure for submitting warranty claims must also be provided.

WATER METER SPECIFICATIONS:

5/8", 3/4", and 1" Sizes

TYPE

Solid state, battery operated electromagnetic flow measurement system with a hermetically sealed, glass covered, electronic register with a programmable 9-digit display.

CONFORMANCE TO STANDARDS

Must conform to American Water Works Standard C-700 and C-710 as most recently revised with respect to accuracy and pressure loss requirements or other appropriate American Water Works Standard. Must be compliant with ANSI/NSF Standard 61 Annex G.

REGISTER

The register must be an electronic device encapsulated in glass with 9 programmable digits utilizing a liquid crystal display (LCD). It will have indicators for flow direction, empty pipe, battery life and unit of measurement. The register must be hermetically sealed with a heat tempered glass cover and be tamper-resistant. The register shall not be removable from the measuring sensor. The register shall utilize a magnetic coupling technology to connect to a touch read, radio read or fixed base meter reading system in either an inside or pit set installation.

MEASURING ELEMENT

The measuring element shall be made of a non-corrosive, lead-free glass fiber reinforced, PPS (polyphenylene sulfide) based resin. A battery powered magnetic flow sensor utilizing silver/silver chloride electrodes will be utilized to measure the velocity of the water which is linearly proportional to the volume. The measuring element will have no moving parts and will be specific for each size.

EXTERNAL HOUSING

The register and measuring element will be an integrated unit housed within a thermal plastic external casing. This integrated unit will not be removable from the external housing. The systems shall have the size and direction of water flow through the system imprinted on the external housing.

STRAINERS

Each system must be provided with a replaceable, corrosion-resistant synthetic polymer strainer screen.

PERFORMANCE

The meter assembly shall have performance capability of continuous operation up to the rated maximum flows as listed below without affecting long-term accuracy or causing any undue component wear. Maximum head loss through the meter / strainer assembly shall not exceed those listed in the following table per meter size. The meter must be warranted to perform to the accuracy levels set forth below for twenty (20) years from the date of shipment.

MINIMUM OPERATING CHARACTERISTICS

Meter Size	Low Flow (95% Min.)	Operating Range (98.5-101.5%)	Pressure Loss (Not to Exceed)	Maximum Operating Pressure
5/8"	0.03 GPM	0.11 – 25 GPM	4.0 PSI @ 15 GPM	200 PSI
5/8" x 3/4"	0.03 GPM	0.11 – 35 GPM	2.0 PSI @ 15 GPM	200 PSI
3/4"	0.03 GPM	0.11 – 35 GPM	2.0 PSI @ 15 GPM	200 PSI
1"	0.11 GPM	0.4 – 55 GPM	2.0 PSI @ 25 GPM	200 PSI

PRESSURE CAPABILITY

System shall operate up to a working pressure of 200 pounds per square inch (psi), without leakage or damage to any parts. The accuracy shall not be affected by variation of pressure up to 200 psi.

ADVANCED REPORTING

The system must be capable of having at the minimum the following reporting capabilities:

- Programmable leak detection
- Programmable reverse flow detection
- Empty pipe alarm
- Tamper alarm

Programmable data logging capability must include:

- Peak flows and volumes within intervals
- Minimum of 5,000 data points
- Intervals must be programmable from 15 minutes to daily

Alarms must be logged including date and time of event. Logs must be downloadable.

PERFORMANCE WARRANTIES

In evaluating bid submittals, warranty coverage will be considered. All bidders are required to submit their most current nationally published warranty statements for water meter main cases, registers and measuring chambers.

SHIPMENT VERIFICATION

A statistically controlled sample of each shipment will be tested by the utility to insure each shipment meets the utility performance and materials specifications.

1-1/2", 2", 3", 4" Sizes

SCOPE

These specifications set forth the minimum acceptable design criteria and performance requirements for cold water meters including the following potential service applications and general considerations:

- Intended where a wide flow range is anticipated
- Measurement of water usage for critical billing applications
- Measurement intended for typical commercial and industrial applications requiring lower flow sensitivities
- Measurement of constant low to medium flows up to high flow usage

CONFORMANCE TO STANDARDS

The meter package shall meet or exceed all requirements of ANSI/AWWA Standard C701 and C702. Each meter assembly shall be performance tested to ensure compliance.

MAIN CASES

The meter main case shall be of epoxy coated ductile iron composition. The epoxy coating shall be provided as standard fusion-bonded and adhere to NSF for non-lead regulation compliance.

PERFORMANCE

The meter assembly shall have performance capability of continuous operation up to the rated maximum flows as listed below without affecting long-term accuracy or causing any undue component wear. The meter assembly shall also provide a 25% flow capacity in excess of the maximum flows listed for intermittent flow demands. Maximum head loss through the meter / strainer assembly shall not exceed those listed in the following table per meter size.

MINIMUM OPERATING CHARACTERISTICS

Meter Size	Low Flow (95% Min.)	Operating Range (98.5-101.5%)	Intermittent Flows (98.5-101.5%)	Pressure Loss (Not to Exceed)
1-1/2"	0.25 GPM	0.5 – 160 GPM	200 GPM	6.9 PSI @ 160 GPM
2"	0.25 GPM	0.5 – 160 GPM	200 GPM	4.3 PSI @ 160 GPM
3"	0.5 GPM	1.0 – 400 GPM	500 GPM	3.2 PSI @ 400 GPM
4"	0.75 GPM	1.5 – 800 GPM	1000 GPM	6.4 PSI @ 800 GPM

MEASURING CHAMBER

The measuring chamber shall consist of a measuring element, removable housing, and all-electronic register. The measuring element shall be mounted on a horizontal, stationary stainless steel shaft with sleeve bearings and be essentially weightless in water. The measuring chamber shall be capable of operating within the above listed accuracy limits without calibration when transferred from one main case to another of the same size. The measuring shall be so configured to capture all flows as specified above, without the requirement of an automatic valve.

DIRECT MAGNETIC DRIVE SYSTEM

The direct magnetic drive shall occur between the motion of the measuring element blade position and the electronic register. The direct drive system is designed to extend service life, enhance low flow sensitivity and provide extended flow capacity and overall accuracy of the meter assembly. Any and all additional intermediate, magnetic or mechanical, drive couplings are not acceptable.

ELECTRONIC REGISTER

The meter's register is all-electronic and does not contain any mechanical gearing to display flow and accurate totalization. The electronic register includes the following partial list of features:

- AMR resolution units fully programmable
- Pulse output frequency fully programmable
- Integral data logging capability
- Integral electronically resettable accuracy testing feature

- Large, easy-to-read LCD display
- 10-year battery life guarantee

MAXIMUM OPERATING PRESSURE

The meter assembly shall operate properly without leakage, damage, or malfunction up to a maximum working pressure of 200 pounds per square inch (psig).

STRAINERS

The meter strainer shall be integral and cast as part of the meter’s main case. The strainer’s screen shall have a minimum net open area of at least two (2) times the pipe opening and be a V-shaped configuration for the purpose of maintaining a full unobstructed flow pattern. The strainer body shall be a coated ductile iron fusion-bonded epoxy identical to that of the meter’s main case. All fasteners shall be stainless steel capable of maintaining the following static pressure ratings and physical dimensions:

Meter Size	Maximum Operating Pressure	Centerline to Strainer Base	Overall Length (Not to Exceed)
1-1/2”	200 PSIG	2-5/16”	13”
2”	200 PSIG	2-5/16”	15-1/4” or 17”
3”	200 PSIG	4-1/8”	17” or 19”
4”	200 PSIG	4-3/4”	19” or 23”

CONNECTIONS

Flanges for the 1-1/2” and 2” size meter assemblies shall be of the 2-bolt oval flange configuration. The 3”, 4” and 6” size meter assemblies shall have flanges of the Class 125 round type, flat faced and shall conform to ANSI B16.1 for specified diameter, drilling and thickness.

CERTIFICATIONS AND MARKINGS

All sizes of meter packages shall display the sizes, model, manufacturer name, and direction of flow. Such display shall be cast on the side of the meter main case.

GUARANTEE AND MAINTENANCE PROGRAM

Meters shall be guaranteed against defects in material and workmanship for a period of one (1) year from date of shipment. In addition, the meter supplier shall submit nationally published literature clearly outlining its factory maintenance program and current price schedule covering complete measuring chamber exchange.

INTENT

Subject specifications are designed to create guidelines for selecting an extremely critical metering device. Flow characteristics, ease of installation, operational features, readability and

maintenance are of prime concern. A design which reflects longevity of operation of all elements and a high degree of sustained accuracy through the entire range of the meter is to be considered mandatory.

GUARANTEES

Warranties on all products will be provided on a nationally published basis and enclosed with the proposal

REJECTED MATERIAL

The manufacturer will, at his own expense, replace or satisfactorily adjust or repair all units rejected for failure to comply with these specifications, if acceptable by the City.

TRAINING

The successful bidder will provide on-site training for utility personnel in the care and repair of meters and remote units, installation procedures and operation of interrogators. The successful bidder will also cooperate with the utility data processing department to insure a smooth transition of data conversion from the interrogator to computer input and use of software programs.

INSTALLATION OF WATER METERS

GENERAL SPECIFICATION

The Contractor must be experienced in the installation of water meters with remote reading devices, along with radio frequency automatic meter reading systems.

GENERAL SPECIFICATION – METER CHANGEOUT

The Contractor will be responsible for the initial contact of the resident in writing by 1st Class U.S. Mail to obtain access to the home. It is understood the Contractor may be required to work evenings and weekends to gain access to perform the installations. The Contractor will make a minimum of three attempts to gain access to the residence. If after three attempts no contact has been made with the resident or if on the first attempt the resident refuses to allow installation of the meter, the Contractor will inform the City of the address and nature of the problem. The City will then take the necessary steps to secure access for the Contractor to the residence or place of business.

Work not included or at extra cost consists of replacement of inoperable valves, freezing the service line or repair or replacement of interior house plumbing. The Contractor will advise the City of the extra work required as soon as possible. The City may approve the extra work at an agreed unit price for the valve replacement or service line freezing.

CONTRACTORS RESPONSIBILITY:

General

The Contractor will be responsible for all materials obtained from the City and will protect material from damage at all times. The Contractor is responsible for examining all material prior to signing receipt for same.

Responsibility for Safe Storage

The Contractor will be responsible for the safe storage of material furnished by or to him, and accepted by him, and intended for the work, until it has been incorporated in the completed project or returned undamaged to the City.

Replacement of Damaged Material

The Contractor, at his own expense, will replace any material furnished by the City that becomes damaged after acceptance by the Contractor.

Return of Undamaged Material

The Contractor will return all undamaged material furnished by the City to the City's storeroom upon completion of this contract.

Material and Equipment

The Contractor will furnish all necessary new and upgraded water meters, flanges, gaskets, security wire, seals and outside reading devices or meter interface units and cable to complete each installation.

The Contractor will supply all necessary tools and equipment for the installation and testing of each meter.

INSTALLATION WORKMANSHIP

All installation work will be first class in all respects.

Installation of water meters and appurtenances will be performed by workers thoroughly experienced in such work. All piping and cable work will be properly supported and aligned and will present a neat and workmanlike appearance. All piping will be cut square, burrs removed and if necessary reamed after cutting. Piping and cable will be run in straight lines parallel to building walls and floors.

General – Installation of water meter and TRANSMITTER

Meter will be installed horizontal two (2) to four (4) feet above the floor with dial pointing up.

Outside reading devices or meter interface units will be visually and physically accessible located approximately forty-two (42") inches above the ground on the front of the house or as approved by the City. The Outside Reading Device (ORD) will be located as close as possible to the cable entrance hole.

METER AND VALVES

The size of the meter to be installed will be pre-determined by the City or by the meter size selection presented herein.

Determine if the existing interior valve is operable and located close to the water service entrance point. If the existing valve is not operable, the Contractor will attempt to shut-off water service utilizing the City's existing exterior curb box. If the existing curb box is inoperable the installation contractor will notify the City of the problem and reschedule the installation.

REMOTE RECEPTACLE OR METER INTERFACE UNIT AND CABLE

Before drilling cable entrance hole, check to insure its location is free of interference with electrical wiring, beam ends, piping or other obstructions. This can be done by measuring from a common point inside and outside of the building. Drilling a small hole or driving a long thin nail through the wall may aid in finding a suitable location for the hole.

Drill a 1/4" diameter hole, slanting slightly upwards to minimize rain entrance. Thread cable through the entrance hole.

Mount the receptacle housing or meter interface unit in accordance with the manufacturer's specifications.

TESTING

After installation is complete, open all valves and check for leaks. Correct leaks as necessary.

Run water through the meter and check to make sure meter operates.

Check reading of register and receptacle or meter interface unit with test equipment. Check wiring between receptacle and meter with test equipment. Check TRANSMITTER operation

with test equipment and confirm proper operation. Program Utility's unique password and verify proper operation and password.

PAYMENTS AND COMPLETION

Progress Payments

The Contractor will include all material and labor into one (1) unit price for size of meter. The material and labor unit price can be invoiced only after installation and acceptance by the City. Contractor can submit progress payment invoices once every fourteen (14) days for work completed and accepted by the City. The City will process for payment all progress payment invoices within thirty (30) days of submittal.

Payments Withheld

The City may decline payment or, because of subsequently discovered evidence or observations, we may nullify the whole or any part of any payment, to such extent as may be necessary in our opinion to protect the City from loss.

CONSTRUCTION SCHEDULE

The City requires that all materials, installations and training will be completed within twelve (12) months of notification of award of contract.

INSTALLATION CONTRACTOR WARRANTY

The Installation Contractor will be responsible for plumbing leaks due to the meter installation only for a period of one (1) year from the date of installation. Any potential plumbing problems will be directed to the City, or building owner, prior to meter installation. If the meter installation is attempted without prior notification, the Installation Contractor will be responsible for all plumbing leaks due to meter installation.

GENERAL CONDITIONS

The City requires that all components of the radio frequency automatic meter reading system be manufactured by one (1) company. This preference is to ensure system performance, reliability and ease of maintenance.

Estimated quantities and sizes of water meters are based on best available information. Final payment will be based on actual quantities, sizes and types of meters installed. Unit prices will remain firm for twelve (12) months from notification to proceed.

The City has the right to accept or reject any and all proposals.

**THE CITY OF MAPLE PLAIN
OPTION B
WATER METER REPLACEMENT SPECIFICATION
FOR METERS, HARDWARE, SOFTWARE
AND RADIO FREQUENCY METER READING SYSTEM**

GENERAL INFORMATION

0.1 Purpose of Request for Proposals

The purpose of this request for proposals is to solicit sealed proposals from qualified vendors to establish a contract for the purchase of a state-of-the-art radio frequency walk-by/drive-by automated meter reading (AMR) system. Under this specification a single manufacturer shall supply all equipment necessary to furnish a fully functional automated meter reading management system. While the primary function shall be to provide accurate and timely meter reading data for billing purposes, the system shall also furnish consumption and other pertinent data to facilitate enhanced operation and management of the total water distribution system, as described herein.

0.2 Overview

The Radio Frequency Meter Reading System shall collect water consumption, leak and tamper data for all residential, commercial, and industrial water meters within the City of MAPLE PLAIN utility system and the system shall communicate all collected data to the utility billing system. The system shall also have the capability to record complete Water Meter Data Profiling information from the Water AMR Module or related device. That data must be available for download from the AMR device at the City's request. Meter radio transmitters shall be 100% compatible with the City's existing water meters. In addition, radio transmitters shall be compatible with new water meters and encoders manufactured by a minimum of 4 other water meter manufacturers.

0.3 Implementation

The successful vendor shall provide all meters, meter upgrades, hardware, software, support and training necessary to complete this project.

0.4 Billing Software Compatibility

The City of MAPLE PLAIN uses **BANYON** billing software. All new route management software and all new meter mounted radio transmitters must be 100% compatible with the City's existing software. Route management software provided as part of the contract must be capable of uploading and downloading meter reading data from the City's billing software. The successful vendor must document that the proposed Route Management software is compatible with and has been interfaced with the City's existing Utility Billing Software. The City staff utilizes 100% IBM compatible computers.

0.5 Key Considerations

Key considerations in our decision making process include: A one piece integral register/radio package with no exposed wiring, availability of complete Data Logging capability, the quality and availability of bidder's local customer and system support, the bidding company's experience in AMR technology, the proposed system's reliability and flexibility to migrate to network technologies.

PART 1

TECHNICAL SPECIFICATIONS FOR WATER METERS

Cold Water Meter Specifications - Displacement Type

1. Type: Magnetic drive sealed register, nutating disc or oscillating piston, positive displacement type. Due to noise and/or low accuracy, single-jet, and multi-jet meters are not allowed. Plastic electronic style meters will not be considered.
2. Length and Size: Must conform to American Water Works Standard C-700 as most recently revised.
3. Cases: All meters shall have a non-corrosive, low lead, waterworks bronze outer case.
4. Accuracy and Head Loss Test: Because the Utility feels no meter reading system can be a substitute for poor quality meters, the Utility requires that all meters shall conform to the flow rates and head loss standards listed in Table #1. These standards may exceed AWWA C-700, current revision, test flows, head loss and accuracy standards.

TABLE #1				
Size	Safe Max. Operating Capacity	Maximum Allowable Pressure Loss	Accuracy % @ Min. Flow Rate	+/-1.5% Test Flow
5/8" x 3/4"	20 GPM	5.0 PSI / 15 GPM	98.5% @ 1/4 GPM	1/4 - 20 GPM
3/4"	30 GPM	5 PSI / 25 GPM	97% @ 3/8 GPM	3/4 - 30 GPM
1"	50 GPM	6.5 PSI / 50 GPM	95% @ 3/4 GPM	1-1/4 - 50 GPM

Cold Water Meter Specification - Turbine Type

1. Turbine Meters: Meters to be furnished under this specification will be of the Turbine Type Class II, and will equal or exceed all requirements of AWWA Standard C-701-88. Turbine meters sizes 2" through 6" shall be made of low lead bronze.
2. Encoder: The electronic encoder supplied with turbine meters shall be of the same specification and the same manufacturer as those specified for the 5/8" x 3/4" through 2" positive displacement meters.

Cold Water Meter Specifications - Compound Type

1. Compound Meters: Meters shall equal or exceed all requirements of AWWA Standard C-702-92. All compound meters shall have a built in test plug for field-testing.
2. Meters to be furnished under this specification shall be low lead and be of the single main case type, with the high flow side, low flow side, and cross-over valve assembly built into one main meter case.
3. Encoder: The electronic encoder supplied with compound meters shall be of the same specification and the same manufacturer as those specified for the 5/8" x 3/4" through 2" positive displacement meters.

PART 2

TECHNICAL SPECIFICATIONS FOR DIGITAL ENCODER REGISTERS

Mechanical Specification for Encoder Register – Absolute Type for Water Meters

1. Each water meter shall have available an electronic wheel type encoder register of the straight reading type.
2. The encoder shall consist of a mechanical local register with a test hand that covers the entire dial face, a mechanical totalizing odometer, and electronic circuitry to communicate an industry standard ASCII protocol to the radio device. LCD or other types of electronic totalizer registers are not acceptable. It shall be capable of direct visual reading at the meter and shall have a full test dial on the face of the register.
3. All reduction gearing, number wheels, and electronics shall be contained in a permanent, hermetically sealed, tamperproof enclosure made of glass and brass. Plastic register enclosures are not suitable for pit, submersed or high humidity environments and will not be acceptable.
4. A totally enclosed lead wire shall be factory connected to the encoder. The connection shall be fully factory sealed to prevent moisture intrusion. Terminal screws or custom connectors, which may lead to moisture intrusion into the register, are not acceptable.
5. The encoder register shall have a low flow indicator color-coded red to indicate the register reads in gallons.
6. The encoder register shall be tamper protected through the use of a specially designed stainless steel screw. Plastic push pin type tamper detection shall not be acceptable.
7. The encoder shall be manufactured by the same company as the meters.

PART 3

SPECIFICATIONS FOR AN AUTOMATED METER READING SYSTEM

SYSTEM DESCRIPTION

1. The Automatic Meter Reading (AMR) System shall be a one-way bubble-up RF system capable of reading all water meters within the system. The AMR system shall have a demonstrated & documented migration path to new and upcoming network technologies.
2. The AMR system shall utilize a non-licensed FCC radio frequency band to communicate meter-reading data, tamper conditions and leak detection notification to a walk-by or drive-by system.
3. The AMR system shall be comprised of a radio transmitter located at the water meter that transmits readings, tamper and leak data to the Receiver when the Receiver is in the proximity range of the transmitted signal.
4. The radio transmitter and encoder register must be of the one piece, integral mount design with no exposed wires of terminal screw connections.
5. The AMR system shall be able to process and maintain the information gathered from each Transmitter in a database for billing purposes.

PERFORMANCE REQUIREMENTS

1. In combination with Transmitters located at the meter, the AMR system must be capable of performing the following functions:
 - 1.1. **METER READING** - The Transmitter shall bubble-up and transmit readings every four seconds.
 - 1.2. **HIGH RESOLUTION** - To provide useful consumption data the AMR system shall record usage through the meter to the closest one (1) gallon increment on residential sized meters, 5/8" through 1". For 1 1/2" and 2" meters usage shall be recorded to the nearest ten (10) gallons.
 - 1.3. **LEAK DETECTION** – To assist in the timely identification of potential water leaks, the transmitter on water meters shall report information to the utility in regard to potential leaks.
 - 1.4. **DATA LOGGING AND PROFILING** – To assist in the City's customer service and efficiency efforts, each AMR module must contain complete Data Logging and Profiling functionality. The modules must have the ability to store up to 21,000 unique data points and be available for download by the City at their request.

COMMUNICATION PARAMETERS

1. The AMR system shall be comprised of a radio frequency transmitter and receiver. The transmitter and Receiver will operate as a non-licensed system in the 902 to 928 MHz utility frequency band.
2. The transmitter shall operate at a nominal 916.45 MHz+/- 1 MHz, requiring only FCC certification under part 15, Subpart C and no customer license.

MOBILE METER READING HARDWARE & SOFTWARE REQUIREMENTS

ROUTE MANAGEMENT SYSTEM

1. **Route Information:** Utility shall be able to select up to five fields from route management software to be used for the purpose of meter reading.
2. **Meter Reading:** The meter Transmitter sends data to the AMR reading system including: ID number, meter reading and tamper or leak (optional) status.
3. The mobile reading system must be portable and adaptable to any vehicle with a 12VDC cigarette lighter.

HANDHELD READING SYSTEM

1. The handheld reading system shall be comprised of a handheld data collector with an integrated receiver board and no external antenna for reading RF transmitters.
2. The handheld must be of a rugged design sealed to meet an IP67 waterproof rating of up to 3' submerged, operate in extreme temperature conditions (-22°F to 131°F / - 30°C to 55°C), withstand drops of 5' to concrete, and shall contain a 40-key alphanumeric keypad with tactile operation for data entry. The handheld shall operate on a Windows CE platform.
3. The handheld shall contain a powerful 2200 maH lithium-ion battery to prevent memory and to extend field life.

4. A sharp color touchscreen display is required to provide eight rows of twenty characters each to provide information necessary for meter reading.
5. To meet the needs of different utilities, the handheld operator shall be able to select five fields from the route management software for display on the account records in the handheld. The handheld reading software shall also have leak detection capabilities when reading.
6. The handheld system shall provide a flexible solution to read manual or RF transmitters broadcasting in the 902 – 928 MhZ bandwidth.
7. Handheld shall utilize FTP protocol through a RS232 serial connection or a 4GB flash drive to upload and download account information to the route management software. A Main Line and Secondary Loader-Charger assemblies shall be available to maintain the handheld batteries and to communicate route data from the host PC.
8. Handheld shall incorporate an IR data port and programming software that can be used for uploading and downloading account information and to program ORION transmitters while in the field or in the office.

SOFTWARE REQUIREMENTS

1. The AMR system shall be a Geographic Information System (GIS) based meter-reading system. Software shall be available to meet the utilities reading system requirements.
2. Water leak detection shall be available with the software. The Transmitter sends an alarm condition to the meter reading software when the meter is read. The system reports the leak condition when a one hour window of no usage is not found within a 24 hour time period. The system shall automatically reset when the next one-hour window of no usage is found.
3. Software shall include:
 - 3.1 GPS system for locating the reading vehicle GIS database for meter reading
 - 3.2 MAP based user interface unread meter list interface also available display of potential leak conditions.
 - 3.4 Backup memory for previously read meters
 - 3.5 The AMR system shall have the ability to store all utility account readings. A 2GB jump drive can be used to upload or download approximately 8,500 records. A complete reading system upload or download can be accomplished through a system network card.
 - 3.6 Route management software shall be provided which allows transfer of route information from the reading system to the utility computer. Software shall provide splitting, re-sequence and combining of routes. Management reports shall include meter reading, exception and productivity information along with standard and customized reporting features.
 - 3.7 Route management software requires an interface program be written to allow the billing software and the route management software to communicate with each other. Appropriate documentation regarding interface requirements must be supplied to the billing vendor. Successful bidder must provide assistance to the utility in order to complete the interface program.

FCC REQUIREMENTS

1. The Transmitters and Receiver shall be certified by the manufacturer and shall not require a license under Part 15, Subpart C.

INSTALLATION, TRAINING AND SUPPORT

- 1 The manufacturer's certified training personnel shall set-up and test the reading system and route management software at the utility location. Upon successful completion of the set-up, the manufacturer's certified training personnel shall provide a minimum of two (2) days training at the utility site on the operation and maintenance of the system. Training shall include training of field technicians on the installation of field transmitters. Initial configuration and initial test are the complete responsibility of the successful bidder. Follow up training will be available. The bidder must provide all on-going support and service.

WARRANTY

1. All hardware included with the reading system shall include a minimum 1-year manufacturers warranty on all hardware and software components of the system. Annual extended warranties are also available. Software supplied with the system shall be updated and maintained by the manufacturer for a period of one (1) year from the date of system purchase, for compatibility with all other components of the system. Annual software service agreements are also available. The manufacturer shall also supply a system support diagnostic program to insure timely response and assistance in the event of temporary system malfunction.

EXPERIENCE AND PRODUCT SUPPORT

Experience

- 1 Manufacturer shall supply references of three systems of similar size and installation type that have been sold, not trials or pilots.

Product Support

2. Manufacturer shall provide continued support of the AMR system after completion of training. Technical support shall be available 24 hours a day, 365 days a year.

**EXTRACT OF MINUTES OF THE MEETING OF THE MAPLE PLAIN CITY COUNCIL
RESOLUTION APPROVING SPECIFICATIONS AND AUTHORIZING AD FOR BIDS
FOR WATER METER REPLACEMENT**

Pursuant to due call and notice thereof, a meeting of the City Council and the City of Maple Plain, Minnesota was duly called and held at the City of Maple Plain City Hall in said city on January 27, 2014, at 7 p.m.

The following members were present:

The following member(s) were absent:

RESOLUTION NO. 14-0127-01

WHEREAS, the City of Maple Plain is a municipal corporation in the Metropolitan area which is organized and existing under the laws of the State of Minnesota; and

WHEREAS, plans and specifications for the Water Meter Replacement project have been prepared and presented to the City Council for approval.

NOW, THEREFORE, BE IT RESOLVED,

1. The specifications for the Water Meter Replacement are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an Advertisement for Bids for the water meter replacement specifications. The advertisement shall be published for at least two weeks prior to the bid opening, shall specify the work to be done, the bids are the responsibility of the bidder and shall state that the bids are to be received by the City until noon local time on February 21 at which time they will be publicly opened in the Council Chambers of the City Hall by two or more designated officers of the City.

The motion for the adoption of the foregoing resolution was made by Councilmember and duly seconded by council Member; and upon voting begin taken thereon, the following voted in favor thereof:

And the following voted against the same:

WHEREUPON, said resolution was declared and duly passed and adopted this 27th day of January, 2014.

Mayor Roger Hackbarth

ATTEST:

Tessia Melvin
City Administrator



Agenda Information Memorandum
January 27, 2014 Maple Plain City Council

10. NEW BUSINESS
C. Parks Commission Appointment

ACTION TO BE CONSIDERED

To consider the appointment of Michael Rippberger to the Parks Commission

FACTS

- Michael Rippberger completed application and attended the Parks Commission meeting on Tuesday, January 21.
- The Parks Commission reviewed the application and is recommending that the City Council appoint Michael Rippberger to the Parks Commission.

ATTACHMENTS

Attached on page(s) _____ through _____ is a copy of Michael Rippberger's application.



ADVISORY BOARD MEMBERSHIP APPLICATION

APPLICANT INFORMATION

Name <i>Michael J. Rippberger</i>	Home Phone <i>763-479-6748</i>
Street Address <i>2390 Old Post Rd</i>	Work/Cell Phone <i>763-331-1722</i>
Mailing Address <i>Maple Plain, MN 55359</i>	E-mail Address <i>mtrippberger@frontiernet.net</i>
Employer & Work Address <i>Certes Financial Pros 5500 Wayzata Blvd, Suite 910, Golden Valley, MN 55416</i>	

Advisory Boards & Commissions

Please indicate all that apply.

- | | |
|---|---|
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Economic Development Authority |
| <input checked="" type="checkbox"/> Park Commission | <input type="checkbox"/> Design Team |
| <input type="checkbox"/> Other (specify): _____ | |

BACKGROUND INFORMATION

Briefly describe your employment experience.

*CPA for 20 years with 10 years Auditing experience
in city + local government offices. Currently work
in computer programming + reporting for contract
company Certes Financial Pros.*

Please list any education or training you believe is relevant to the position(s) for which you are applying.

*I was a government auditor for several years
working in various city offices in the Metro
Area.*

Briefly describe any volunteer experience. I volunteered on the OBA Board. This past fall I lead a group of volunteers and we reconstructed the Varsity Baseball field. Worked on Don Timpe field with field maintenance, built benches in dugout, concession stand. Coached Orono Football 2 yrs. Coached Orono Baseball 8 years. Will be coaching 16 year olds this summer.

Please list any professional, trade, business or civic activities and offices held.
CPA for 20 years
Currently Vice President of the North Star Baseball League and active member since 2001.

What do you hope to accomplish as a member of the board(s) you are interested in serving?
I will strive to continually upgrade the city parks in a way that will benefit the city of M.P. and its surrounding communities. A goal of mine is to bring a state tournament to M.P. This summer we are hosting 2 youth tournaments which will help benefit our local Merchants.

POTENTIAL CONFLICTS

A conflict of interest may exist when a board or commission member is required to take an action or make a recommendation that would affect the member's financial interest or that of an associated business or relative. Conflicts of interest may also result from impacts of a proposed project. If you are appointed and become aware, or are currently aware, of such conflicts you should promptly disclose them to the City Administrator.

Do you acknowledge the potential for conflicts and notification requirement in the event of a conflict?

Yes No

Applicant Signature: Michael G Popplinger

Date: 1/17/14

EQUAL OPPORTUNITY NOTICE

The City of Maple Plain does not discriminate on the basis of disability in the admission to or access, or treatment or employment in, its services, programs and activities. Upon request, accommodations will be provided to allow individuals with disabilities to participate in all City of Maple Plain services, programs and activities.

The City of Maple Plain does not discriminate on the basis of race, color, creed, religion, national origin, gender, sexual orientation, disability, age, marital status or status with regard to public assistance in employment, appointment or provision of its services.

DATA PRACTICES ADVISORY

Your name, address, current employment position, previous work history, education and training are public data under the Minnesota Data Practices Act (Minn. Stat. Sect. 13.43, subd. 2 & 3) and must be provided to anyone who requests it. Other information is considered private; however, all information in this application will be provided to the City Council in a public forum which is open for public review. It will therefore be part of the public record. Although you are not legally required to provide any of the information requested in this application, the information is needed to determine your suitability for appointment to a board or commission, and failure to provide it may result in you not being considered for a position.

Return application to:

Address: Maple Plain City Hall, 1620 Maple Avenue, P.O. Box 97, Maple Plain, MN 55359.
Fax: (763) 479-0519