

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

4. CONSENT AGENDA

- A. Approve City Council minutes October 13 meeting
- B. Approve City Council minutes from October 13 workshop
- C. Warning Siren Maintenance Contract - Embedded Systems, Inc.
- D. Accounts Payable
- E. Authorizing Signatures Resolution: 14-1027-01
- F. Oak & Boundary Final Payment Request

5. 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.

6. ADMINISTRATIVE REPORTS

- A. Monthly City Planner Report
- B. Monthly City Engineer Report

7. OLD BUSINESS

- B. Summary of Meeting with Metro Transit

8. NEW BUSINESS

- A. Site Plan Approval Liquor Depot

9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

10. COUNCIL REPORTS & OTHER BUSINESS

- A. Upcoming Meetings:
 - 1. Monday, November 10 EDA Meeting
 - 2. Monday, November City Council Meeting
- B. Upcoming Events:

11. ADJOURNMENT

**Maple Plain City Council Regular Meeting
Minutes
Monday, October 13, 2014
Maple Plain City Hall**

1. CALL TO ORDER

Acting Mayor Young called the meeting to order at 7 p.m.

Present: Councilmembers Dave Eisinger, Justin McCoy, Mike DeLuca and Jerry Young. Also present were City Administrator Tessia Melvin, City Attorney Jeff Carson, City Engineer Dan Boyum, City Planner Mark Kaltsas and Director of Public Safety Gary Kroells.

Absent: Mayor Hackbarth

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Councilmember Eisinger moved to adopt the agenda with the addition of adding Paving of Rainbow Park Trail; seconded by Councilmember McCoy. Motion passed 4-0.

4. CONSENT AGENDA

Item to approve under Consent Agenda:

- A. Approve City Council meeting minutes from September 22**
- B. Approve City Council workshop minutes from September 22**
- C. Accounts Payable**
- D. Lake Minnetonka Communications Commission Joint Powers Agreement**

Councilmember Eisinger moved to adopt the Consent Agenda; seconded by Councilmember DeLuca. Motion passed 4-0.

5. VISITORS TO BE HEARD

Note: This is a courtesy extended to persons wishing to address the City Council who are not on the agenda. A completed public comment should be presented to the

City Administrator prior to the meeting. Presentations will be limited to 3 minutes. The session will be limited to 15 minutes.

Cindy Nelson, property owner of 1541 Three Oaks and properties: 1419 Rainbow Avenue, 5810 Main Street West and 5820 Main Street West spoke about the unfair assessments being proposed to her flag lots. She prepared a letter to the Council and asked that her property not be double assessed. She provided the following notes for Council:

- a. When we split this lot, we were required to allow a 20' utility easement along the entire west edge, which prohibited building on that edge. In addition, we were required to create a 10' utility easement on the east side of our driveway.
- b. We were required to add our own 4' water line down the east side of the driveway including its own fire hydrant
- c. The sewer on the lot connects to the north/south sewer in the 20' easement, not to Main Street.
- d. Due to the large oak trees in the backyard, we were not permitted to build within 30' of their drip line, further constraining our lot usage.
- e. We were assessed a park dedication fee of \$7500.
- f. We had to pay for a lawyer in addition to the park dedication fee, as the Council did not approve at first.

6. ADMINISTRATIVE REPORTS

A. Monthly West Hennepin Public Safety Reports for August and September

Director Kroells stated that in the month of August, West Hennepin Public Safety (WHPS) responded to 694 calls, which was slightly up from 2013. The City of Maple Plain had 432 incidents. Some of the highlights of the month's activity log included: DWIs, personal injury crashes, Night to Unite activities, assisting Three Rivers Park District and stolen property.

Kroells added that in the month of September WHPS responded to 716 incidents, which was up from 2013. Some of the highlights of the month's activity log included: speeding, road construction issues in Maple Plain, felony, attempted suicide, DWIs and burglary.

Councilmember Eisinger moved to accept the Monthly Public Safety Reports for August and September; seconded by Councilmember McCoy. Motion passed 4-0.

7. OLD BUSINESS

A. Adoption of Strategic Goals and Measurements

Melvin reported that the Council met twice to discuss strategic goals and measurements. Melvin read the following plan:

Vision Statement: Maple Plain will be a livable community recognized for its beauty, convenience to the Twin Cities, exceptional schools and its strong sense of community amongst residents and businesses.

Mission Statement: To enhance the quality of life for current and future generations of residents through strong leadership, effective stewardship and exceptional service.

Core Values: Compassion, Responsiveness, Transparency, Honesty and Integrity

Goals:

1. Become a destination City.
2. Strengthen relationship between citizens and government.
3. Maintain infrastructure for future generations.
4. Create and maintain cost effective approaches to government.
5. Maintain a high level of public safety.
6. Create and maintain a thriving business community.

Councilmember Eisinger moved to approve the Strategic Goals and Measurements; seconded by Councilmember McCoy. Motion passed 4-0.

B. Vacancy in the Office of Mayor

Carson reported that the resolution is the result of workshops to discuss the behavior and missed meetings of the Mayor. Based on state statute there is a 90-

day rule for elected officials to miss meetings. Carson concluded that residents have asked the City Council to do something about a four-person Council.

Young read Resolution 14-1013-01: Declaring A Vacancy in the Office of Mayor:

WHEREAS, in March of 2014, the Maple Plain City Council passed Resolution No. 14-0310-04 censuring Mayor Roger Hackbarth for his behavior towards staff and council; and

WHEREAS, in August of 2014, the Maple Plain City Council passed Resolution No. 14-0811-01 further censuring Mayor Roger Hackbarth and significantly limiting his mayoral duties; and

WHEREAS, in September of 2014, the Maple Plain City Council passed Resolution No. 14-0922-01 removing Mayor Hackbarth from representation on the Economic Development Authority of Maple Plain (EDA); and

WHEREAS, from January, 2014 through September of 2014 Mayor Hackbarth has attended only 40% of all city meetings, regular council meetings, special council meetings and council workshops; further, Mayor Hackbarth has not attended a Maple Plain meeting of any kind since July 14, 2014; and

WHEREAS, Mayor Hackbarth has offered several reasons for his absences including various medical conditions that purport to limit his ability to attend meetings; and

WHEREAS, that on several of the dates when Mayor Hackbarth offered medical reasons for being absent, individual council members observed Mayor Hackbarth performing maintenance work such as mowing property within the City; that this work being performed by the Mayor coincided with meeting dates and was observed before and after meetings on several of the dates that medical absences were offered by the Mayor; and

WHEREAS, the Maple Plain City Council has functioned essentially as a four person council for much of 2014; that members of the public have commented that the City should have a five (5) person council to properly function; that it is in the public interest for the City to operate as intended with five elected or appointed individuals.

NOW, THEREFORE, the Maple Plain City Council **RESOLVES**, as follows:

- 1) Mayor Roger Hackbarth's conduct in absenting himself from city council meetings, in terms of the amount of time missed, and while at the same time conducting other work, amounts to an abandonment of his office as Mayor.

- 2) The Maple Plain City Council hereby finds that Mayor Hackbarth has abandoned the office of Mayor.
- 3) The Maple Plain City Council hereby declares a vacancy in the office of Mayor for the City of Maple Plain.

FURTHER, the Maple Plain City Council **RESOLVES** that the office of Mayor and any vacant council seat shall be filled according to law at the earliest possible time.

8. NEW BUSINESS

A. Site Plan Approval and Subdivision to Permit a Lot Combination for the Two Properties Located at 1675 Spring Avenue.

City Planner Mark Kaltsas presented a staff report to the Commission. Kaltsas noted that the former owner had proposed a site plan and lot combination, but that it did not go through the Planning Commission. King, the new owner, would like to relocate a dog grooming business from Minnetonka to Maple Plain. Kaltsas noted that the combination of the two properties would prevent future development on the smaller lot and help the property owner by having one property PID. He also noted that the applicant would bring a current building to the location. The new siding would be an earth-tone brown with purple accented shutters. The purple compliments the owner's business logo.

Melvin added that the Planning Commission approved that lot combination and variance on a 5-0 vote and the site plan on a 3-2 vote.

Councilmember Eisinger added that the Planning Commission did a thorough job, and reported that the applicant answered all questions.

Councilmember DeLuca moved to approve Site Plan, Subdivision to Permit a Lot Combination at 1675 Spring Avenue: seconded by Councilmember Eisinger. Motion passed 4-0.

B. Highway 12 Safety Resolution

Melvin presented to Council the option of joining the Highway 12 Safety Coalition. The Coalition's goal is to work collaboratively with other communities, MnDOT, local elected representatives and county governments. In addition, the Coalition works to identify any combination of issues related to improvement the safety of transportation of Highway 12. The group will seek to implement solutions to increase driver safety on Highway 12 in order to ensure that all

residents can continue to have a high quality of life within the communities of the highway. Melvin added that the City of Maple Plain benefits from the group as it has high traffic counts, only one stoplight and experiences much traffic congestion and traffic concerns.

Councilmember McCoy moved to approve a resolution from the Highway 12 Safety Coalition; seconded by Councilmember DeLuca. Motion passed 4-0.

C. Approve Highway 12 Safety Coalition By-Laws

Melvin reported on the by-laws that would include:

- Representatives must pass a resolution joining the Coalition.
- Each member of the Coalition shall appoint one representative and one alternate.
- Only representatives can vote.
- Officers shall consist of the chair, vice chair and secretary.
- The Coalition shall meet at least biannually, but may meet more frequently when needed.

Councilmember Eisinger moved to approve the by-laws of the Highway 12 Safety Coalition with the representatives from Maple Plain consisting of Tessia Melvin, City Administrator, and Justin McCoy, Councilmember and MnDOT Representative; seconded by Councilmember DeLuca. Motion passed 4-0.

D. Change Order No. 1: Bud Avenue Sanitary Sewer Improvement and Payment Request

Boyum presented the change order to the City Council in the amount of \$8,512.50. The change order would include the removal and replacement of 17.4 feet of water main and connection to the existing water main in the amount of \$2,670. In addition, the change order included 65 feet of drain tile pipe and three connections to existing storm sewer for \$1,425. The final component of the change order included an inside drop of 5.7 feet for \$4,417.

Boyum explained that the drop was not identified in the plans from 1950's so it was not included in the bid. In addition the drain tile will be placed at the low points of the project, which allows for future area redevelopment.

Councilmember McCoy moved to approve the Change Order for Budd Avenue Sanitary Sewer Improvement; seconded by Councilmember DeLuca. Motion passed 4-0.

Councilmember McCoy moved to approve the Payment Request for the Budd Avenue Sanitary Sewer Improvement; seconded by Councilmember Eisinger. Motion passed 4-0.

E. Main Street West and Rainbow West-Change Order No. 3-Halgren Water Main Repair

Boyum reviewed Change Oder No. 3 in the amount of \$5,714.03 for the repair of the exisiting water main along Halgren Road. The existing 12" water main was placed in 2011 by Burschville Construction and passed during testing. However the water main was unused and was a dead end line until this year. During work on the current construction project, the contractor connected the line and a leak was identified.

Councilmember DeLuca asked if it would have been under warranty. Boyum responded the warranty was only for two years.

Councilmember Eisinger moved to approve the Main Street West and Rainbow Avenue- Change Order No. 3-Halgren Water Main Repair; seconded by Councilmember DeLuca. Motion passed 4-0.

F. Change Order No. 5 Contract Extension for Main Street West and Rainbow Avenue Street and Utility Project

Boyum discussed a contract extension for the project. The contractor had summarized reasons for the extension;

- Maple Plain area experience abnormal weather conditions in May and June. The rain on the existing clay soils generally require a day for soils to dry out.
- In addition, Pioneer Creek Water Management Organization was not able to review the wetland affected by the storm sewer improvements until May.

The Contractor is asking for a 20-day extension for a new completion date of November 14.

Melvin stated that in the dates provided there were only 14 rain days during the weekend. Melvin added that the contractor did not work during any weekends and this 20-day request was originally requested in June.

There was much discussion on this topic by Councilmembers. Councilmember McCoy asked if the Council had any ability to push for a sooner completion date. Melvin reported that the contract include liquidation assets that can be collected if the project is not finished on time or not to the expectations of the City.

Councilmember McCoy moved to approve the extension until October 31; seconded by Councilmember Eisinger. Motion passed 4-0.

G. Payment Request for Main Street West and Rainbow Avenue Project No. 5

Boyum reported that the payment is for \$483,361.22 for work completed through September 26.

Councilmember Eisinger moved to approve the payment in the amount of \$483,361.22; seconded by Councilmember DeLuca. Motion passed 4-0.

9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

Melvin noted that the LMCC will be featuring Meet the Chief of West Hennepin Public Safety beginning in November.

10. COUNCIL REPORTS AND OTHER BUSINESS

Councilmember DeLuca reported that he and Councilmember Eisinger attended the LMCC meeting, where the board had to make difficult decisions as the result of a budget deficit from \$700,000 to \$400,000. In 2013, four cities left the group and as a result the overall budget decreased. It was agreed to eliminate the Executive Director and the Administrative Assistant.

A. Upcoming Events

Melvin reported that the following events would occur in Maple Plain:

- Boo Market: October 25
- Trunk or Treat: October 30
- Thanksgiving Dinner on Thanksgiving Day
- View Santa: December 6

11. CLOSED SESSION: DISCUSSION OF EASEMENT PAYMENTS FOR MAIN STREET WEST AND RAINBOW AVENUE

City Attorney, Jeff Carson, stated that the Council would be in closed session to review and discuss the potential payment for easement on the Main Street West and Rainbow Avenue project. The meeting went into closed session at 7:34 p.m. The City resumed Open Session at 8:32 p.m. The Closed session ended at 8:36 p.m. The City Council did not adjourn and will report a summary of the Closed session at the October 27 meeting.

**Maple Plain City Council Workshop
Meeting Minutes
October 13, 2014
Maple Plain City Hall**

1. CALL TO ORDER

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

Present: Councilmembers Dave Eisinger, Justin McCoy, Mike DeLuca and Jerry Young. Also present were City Administrator, Tessia Melvin and City Attorney, Jeff Carson.

Absent: Mayor Hackbarth

2. ADOPT AGENDA

Councilmember Eisinger moved to adopt the agenda with two additional items; seconded by Councilmember McCoy. Motion passed 4-0.

3. MAILBOXES ON THE CONSTRUCTION PROJECT

Councilmember Eisinger asked the Council for their opinion about providing mailboxes and placing them for residents. The Council did not agree to provide new mailboxes.

4. VACANCY IN THE OFFICE OF MAYOR

Melvin reported per direction of the Council that she recorded the last meeting of the Mayor to be July 14. In addition, the Mayor had only attended 40 % of meetings during 2014.

Carson reported that the State statute MS 1945 states:

Subd. 2a. **Vacancy.** Except as otherwise provided in subdivision 2b, a vacancy in an office shall be filled by council appointment until an election is held as provided in this subdivision. In case of a tie vote in council, the mayor shall make the appointment. If the vacancy occurs before the first day to file affidavits of candidacy for the next regular city election and more than two years remain in the unexpired term, a special election shall be held at or before the next city election and the appointed person shall serve until the qualification of the

successor elected at a special election to fill the unexpired portion of the term. If a vacancy occurs on or after the first day to file affidavits of candidacy for the regular city election or when less than two years remain in the unexpired term, there need not be a special election to fill the vacancy and the appointed person shall serve until the qualification of a successor. The council must specify by ordinance under what circumstances it will hold a special election to fill a vacancy other than a special election held at the same time as a regular city election.

Subd. 2b. Inability or refusal to serve. A vacancy in the office of mayor or councilmember may be declared by the council when the officeholder is unable to serve in the office or attend council meetings for a 90-day period. If any of the preceding conditions occurs, the council may, after it has by resolution declared a vacancy exist, fill the vacancy at a regular or special council meeting for the remainder of the unexpired term, or until the person is again able to resume duties and attend council meetings, whichever is earlier. When the person is again able to resume duties and attend council meetings, the council shall by resolution remove the temporary officeholder and restore the original officeholder.

There was much discussion on this topic as the Council understands the recent negative publicity of the City, the needs of the residents and the work that must continue.

Carson presented the resolution, which he was asked to create after the September 22 workshop. The Council reviewed the resolution and agreed to present it at the regular meeting.

There was much discussion on the filling the vacancy. Carson reported that due to the timing of this, he would wait for an appointment after the elections.

5. STREET LIGHTS

Councilmember McCoy asked the Council for their opinion about adding street lighting to the capital improvement plan. The Council directed staff to add it to the capital improvement plan, as this is in alignment with the Design Guidelines.

6. POTENTIAL PAVING OF RAINBOW PARK TRAIL

Melvin reminded the Council that the after the September 22 workshop, they directed City Engineer Dan Boyum to get quotes on the paving of Rainbow Park trail. Melvin added that several residents had requested this and that there was a

current petition asking the Council for a paved trail at Rainbow Park. Melvin also added that it was originally part of the scope of the project, but was taken out of the scope because the City did not receive a grant for the project.

Melvin presented the potential cost to the Council.

The costs below are for the outer loop of the trail (2580') with a 2.5" bituminous base.

Paving 2580 x \$17.85 per foot = \$46,053

Grading and topsoil 580' x \$4.00 = \$10,320

Seed = \$1,966.67

$\$58,339.67 \times 1.05 \% = \$61,256.65$

The Council asked for staff to bring this to the regular meeting.

5. POTENTIAL AED DONATION TO HEARTSAFE

Melvin reported that with the upcoming move to the Discovery Center, the AED will not need to be moved as the Discovery Center. Melvin added that the HeartSafe representatives asked if the City would donate it to them, so they could provide it to a business at a reduced price. The goal of HeartSafe is to provide AEDs in the community and provide training to the community.

Carson added that municipalities cannot usually donate equipment that was purchased. Councilmember Eisinger added that it was receive through a grant. Carson concluded that the City could donate the AED.

6. COMPOSTING ON PRIVATE PROPERTY

Melvin updated the Council on a residential dispute that staff is looking for some guidance. Staff has received several calls from a property owner on Three Oaks Avenue about her neighbor's yard. Staff did write a nuisance letter to the property owner regarding a brush pile, which was removed. Currently the property owner is complaining about a compost pile located behind the garage of her neighbor's property. The City Planner and Director of Public Safety did inspect the property and did not feel that the pile was against the ordinance. The ordinance does not specifically allow or prohibit compost piles.

There was much discussion on this issue. Councilmember Eisinger added that composting is encouraged so this problem should not be an issue, as long as it is properly stored and does not house rodents.

7. METRO WEST INSPECTIONS

Melvin reported that Metro West Inspections tried to schedule two apartment inspections. One property owner complied and the other did not and has not responded to the City's letter. The City had not had apartment inspections since 2012. Melvin added that the property owner that did not comply recently had a resident stuck in the elevator and the fire department was called to break the door, as proper keys were not available.

The Council asked staff to provide another letter and if they do not comply, then the Fire Chief would get the state involved.

8. OTHER BUSINESS

A. Move to the Discovery Center

Melvin reported that the City will be moving the City Hall on Friday, October 24.

B. Part-time Seasonal Help

Melvin reported that public works is down one employee due to Worker's Comp. Melvin asked Council to consider hiring some additional seasonal help. The Council agreed to hire additional help as needed.

Melvin reported that Matt Morris passed his six month probation review. Melvin asked the Council to consider a raise, as this was discussed during the hiring process. The Council agreed.

13. ADJOURNMENT

Councilmember DeLuca moved to adjourn the meeting at 6:40p.m.; seconded by Councilmember Eisinger. Motion passed 4-0.



Agenda Information Memorandum
October 27, 2014 Maple Plain City Council

IV. CONSENT AGENDA
C. WARNING SIREN MAINTENANCE CONTRACT

ACTIONS TO BE CONSIDERED

To approve the contract with Embedded Systems, Inc. for monthly maintenance of the City's weather warning siren.

FACTS

- The proposed 2015 monthly fee for maintenance of the siren is \$43.93; or approximately \$527.16 annually. This is a slight increase from 2014, which was \$508 annually.
- Services were taxable until 2014.
- The siren is located behind the fire station, 1645 Pioneer Avenue.

ATTACHMENTS

Attached is a copy of the proposed 2015 contract with Embedded Systems, Inc.

**Tornado Sirens
Master List**

Siren #	Location
	Maple Plain
1	1645 Pioneer Ave



October 22, 2014

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

Re: Services rendered August 16, 2014 through September 19, 2014

Please find enclosed our invoices dated October 22, 2014 for the projects listed below. These invoices are due within 30 days.

Project	Invoice No.	Name	Amount
193800412	841375	Maple Plain Oak and Boundary Street Utility Improvements	135.75
193800415	841376	Maple Plain Halgren Road Water Main	7,370.14
193801803	841377	Maple Plain General 2013	2,059.00
193801804	841378	Maple Plain 2013 Public Meetings	200.00
193801805	841379	Maple Plain 2013 Streets and Pathways	58.00
193801806	841380	Maple Plain 2013 Water	270.96
193801807	841381	Maple Plain 2013 Sewer	113.00
193801808	841382	Maple Plain 2013 Storm Sewer	3,104.00
193801838	841383	Design and Installation of HAWK Pedestrial Signal at TH 12	58.00
193802383	841385	Budd Ave. Sewer Improvements	8,682.28
193802390	841386	Main Street W. & Rainbow Ave. Utility and Street Improvements	4,050.44
193802890	841387	Meadows of Maple Plain	87.00
		Total Amount Due	\$26,188.57

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 841375
Invoice Date October 22, 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: \$135.75
For Period Ending: September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841375
193800412

Top Task 180 Construction Administration - Final quantities and payment request.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager	0.75	116.00	87.00
	0.75		87.00
Project Technician	0.75	65.00	48.75
	0.75		48.75
Professional Services Subtotal	1.50		135.75

Top Task 180 Total 135.75

Total Fees & Disbursements \$135.75

INVOICE TOTAL (USD) \$135.75



INVOICE

Invoice Number	841376
Invoice Date	October 22, 2014
Customer Number	92656
Project Number	193800415

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: 000223-11144-0 Maple Plain Halgren Road Water Main

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$7,370.14
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841376
193800415

Top Task 200 **Inspection - Inspections, coordinations, patching, etc., Schedule review, stakeout files, closure discussion with staff, filling casing, quantity review and memos, field adjustments, and watermain break.**

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer	3.50	95.00	332.50
	1.00	104.00	104.00
	<u>4.50</u>		<u>436.50</u>
Field Supervisor	48.00	101.00	4,848.00
	1.00	132.00	132.00
	<u>49.00</u>		<u>4,980.00</u>
Project Manager	16.75	116.00	1,943.00
	<u>16.75</u>		<u>1,943.00</u>
Professional Services Subtotal	<u>70.25</u>		<u>7,359.50</u>

Top Task 200 Total **7,359.50**

Top Task ZZZ Direct Expenses

Disbursements

	Current Amount
Direct - Vehicle (mileage)	10.64
Disbursements Subtotal	<u>10.64</u>

Top Task ZZZ Total **10.64**

Total Fees & Disbursements \$7,370.14

INVOICE TOTAL (USD) **\$7,370.14**



INVOICE

Invoice Number	841377
Invoice Date	October 22, 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:	\$2,059.00
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841377
193801803

Top Task 301 **Resident questions of City Engineer, update staff on various items, staff questions, monthly engineering reports for August and September, update School District on items, traffic control items, and park items.**

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager	17.75	116.00	2,059.00
	<u>17.75</u>		<u>2,059.00</u>
Professional Services Subtotal	<u>17.75</u>		<u>2,059.00</u>

Top Task 301 Total **2,059.00**

Total Fees & Disbursements \$2,059.00

INVOICE TOTAL (USD) **\$2,059.00**



INVOICE

Invoice Number	841378
Invoice Date	October 22, 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: \$200.00
For Period Ending: September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841378
193801804

Top Task 302 Meeting Attendance - Attend Staff and Council Meetings on August 19, and 25th, and on September 2, and 15.

	# of Meetings	Amount Per	Current Amount
	4	50.00	200.00
Progress Charge Subtotal			<u>200.00</u>

Top Task 302 Total 200.00

Total Fees & Disbursements \$200.00

INVOICE TOTAL (USD) \$200.00



INVOICE

Invoice Number	841379
Invoice Date	October 22, 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:	\$58.00
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841379
193801805

Top Task 301 General - Park trail paving pricing and discussions.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager	0.50	116.00	58.00
	0.50		58.00
Professional Services Subtotal	0.50		58.00

Top Task 301 Total **58.00**

Total Fees & Disbursements \$58.00

INVOICE TOTAL (USD) **58.00**



INVOICE

Invoice Number	841380
Invoice Date	October 22, 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:	\$270.96
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841380
193801806

Top Task 300 General - Work with staff on chemical feed items at Water Treatment Plant.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager	2.50	60.00	150.00
	<u>2.50</u>		<u>150.00</u>
Professional Services Subtotal	<u>2.50</u>		<u>150.00</u>

Disbursements

	Current Amount
Direct - Vehicle (mileage)	36.96
Disbursements Subtotal	<u>36.96</u>

Top Task 300 Total 186.96

Top Task 301 General - Review and forward map to City Staff for comments.

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer	0.25	104.00	26.00
	<u>0.25</u>		<u>26.00</u>
Project Manager	0.50	116.00	58.00
	<u>0.50</u>		<u>58.00</u>
Professional Services Subtotal	<u>0.75</u>		<u>84.00</u>

Top Task 301 Total 84.00

Total Fees & Disbursements \$270.96

INVOICE TOTAL (USD) 270.96



INVOICE

Invoice Number	841381
Invoice Date	October 22, 2014
Customer Number	92656
Project Number	193801807

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 Sewer

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$113.00
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841381
193801807

Top Task 301 **General - General sewer items, MCES fee, basemap, and forward map to Staff for comments.**

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer	0.25	104.00	26.00
	<u>0.25</u>		<u>26.00</u>
Project Manager	0.75	116.00	87.00
	<u>0.75</u>		<u>87.00</u>
Professional Services Subtotal	<u>1.00</u>		<u>113.00</u>

Top Task 301 Total **113.00**

Total Fees & Disbursements \$113.00

INVOICE TOTAL (USD) **\$113.00**



INVOICE

Invoice Number	841382
Invoice Date	October 22, 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:	\$3,104.00
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number

841382

Project Number

193801808

Top Task 304 **Easement concerns, discussions with staff and consultants, Drake Drainage discussions, site visit with Public Works, prepare for meeting on storm easement.**

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager	4.00	116.00	464.00
	4.00		464.00
Professional Services Subtotal	4.00		464.00

Top Task 304 Total **464.00**

Top Task 400 **MS4 - Update memo and preparations, begin work on implementation program, review ordinances and mapping.**

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager	5.25	112.00	588.00
	1.00	116.00	116.00
	16.00	121.00	1,936.00
	22.25		2,640.00
Professional Services Subtotal	22.25		2,640.00

Top Task 400 Total **2,640.00**

Total Fees & Disbursements \$3,104.00

INVOICE TOTAL (USD) **\$3,104.00**



INVOICE

Invoice Number	841383
Invoice Date	October 22, 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 Pedestrial Signal at TH 12

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$58.00
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841383
193801838

Top Task 300 Additional Services - Review bonding information.

Professional Services

Billing Level	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 300 Total 29.00

Top Task 320 TH 12 HAWK Construction Inspection - Contractor closeout discussions.

Professional Services

Billing Level	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 320 Total 29.00

Total Fees & Disbursements \$58.00

INVOICE TOTAL (USD) \$58.00



INVOICE

Invoice Number	841385
Invoice Date	October 22, 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:	\$8,682.28
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841385
193802383

Top Task 210 Contract Administration - Contract quantity review.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Technician	0.75	65.00	48.75
	<u>0.75</u>		<u>48.75</u>
Professional Services Subtotal	<u>0.75</u>		<u>48.75</u>

Top Task 210 Total **48.75**

Top Task 300 Construction Inspection - Attend meetings, review traffic control items, inspection, review items on watermain replacement, and project coordination.

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer	3.50	95.00	332.50
	0.25	104.00	26.00
	<u>3.75</u>		<u>358.50</u>
Field Supervisor	51.75	101.00	5,226.75
	4.00	132.00	528.00
	<u>55.75</u>		<u>5,754.75</u>
Professional Services Subtotal	<u>59.50</u>		<u>6,113.25</u>

Top Task 300 Total **6,113.25**

Top Task 310 Construction Engineering - Site visit, start-up discussions, additional traffic control, update, library concerns, water shutdowns, review issues with inspector and staff, and drop items.

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer	0.50	104.00	52.00
	<u>0.50</u>		<u>52.00</u>

INVOICE

Invoice Number
Project Number

841385
193802383

Project Manager

20.25	116.00	2,349.00
20.25		2,349.00
20.75		2,401.00

Professional Services Subtotal

Top Task 310 Total

2,401.00

Top Task ZZZ Reimbursable Expenses

Disbursements

Current Amount

Direct - Vehicle (mileage)

119.28

Disbursements Subtotal

119.28

Top Task ZZZ Total

119.28

Total Fees & Disbursements

\$8,682.28

INVOICE TOTAL (USD)

\$8,682.28



INVOICE

Invoice Number	841386
Invoice Date	October 22, 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:	\$4,050.44
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number

841386

Project Number

193802390

Top Task 700

Additional Services - Review drainage adjustments to remove culvert, revised detour due to other projects in area, restake items for contractor, and siren pole removal discussions.

Professional Services

Billing Level	Hours	Rate	Current Amount
Crew Chief	9.50	89.00	845.50
	9.50		845.50
Engineer	1.75	104.00	182.00
	1.75		182.00
Project Manager	3.00	116.00	348.00
	3.00		348.00
Survey Technician	9.50	45.00	427.50
	9.50		427.50
Professional Services Subtotal	23.75		1,803.00

Top Task 700 Total

1,803.00

Top Task ZZZ

Project Expenses

Usages

	Current Amount
Usage - Equipment Charges	
08/07/14	112.00
Usage - Field Supplies	
08/07/14	20.00
Usage - Vehicle	
07/22/14	49.40
07/24/14	44.85
07/25/14	44.85
07/28/14	81.25
07/29/14	81.25
07/30/14	81.25
08/07/14	32.00
08/14/14	20.80
08/18/14	45.50
08/21/14	78.65

INVOICE

Invoice Number
Project Number

841386
193802390

08/22/14	76.05
08/26/14	65.00
08/29/14	78.00
09/02/14	76.70
09/04/14	72.80
09/08/14	50.70
09/10/14	50.05
09/16/14	76.05
09/17/14	50.70
09/19/14	135.55

Usages Subtotal

1,423.40

Disbursements

Current Amount

Direct - Vehicle (mileage)

824.04

Disbursements Subtotal

824.04

Top Task ZZZ Total

2,247.44

Total Fees & Disbursements

\$4,050.44

INVOICE TOTAL (USD)

\$4,050.44



INVOICE

Page 1 of 2

Invoice Number	841387
Invoice Date	October 22, 2014
Customer Number	92656
Project Number	193802890

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: Meadows of Maple Plain

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$87.00
For Period Ending:	September 19, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

841387
193802890

Top Task 200 **Review Preliminary and Final Plat/Plans - Review items with staff and consultants, check in with developers engineer on status.**

Professional Services

Billing Level	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 200 Total **87.00**

Total Fees & Disbursements \$87.00

INVOICE TOTAL (USD) **\$87.00**

CITY OF MAPLE PLAIN

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Payments

Current Period: October 2014

Batch Name	10/27/14 PAY	User Dollar Amt	\$0.00	
	Payments	Computer Dollar Amt	\$116,960.52	
			\$116,960.52	Out of Balance
Refer	19566 <i>ANDERSEN, EARL F., INC.</i>	-		
Cash Payment	E 101-43000-437 Miscellaneous	Sign		\$64.72
	Invoice 0106341-IN			
Cash Payment	E 101-43100-224 Street Maintenance Mate	Compost Signs		\$178.01
	Invoice 0106312-IN			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$242.73
Refer	19567 <i>BANK OF MAPLE PLAIN</i>	-		
Cash Payment	E 101-46300-602 Other Long-Term Debt P	5220 Main Street- Principal		\$18,045.69
	Invoice			
Cash Payment	E 101-46300-612 Other Long-Term Debt In	5220 Main Street- Interest		\$3,391.88
	Invoice			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$21,437.57
Refer	19568 <i>ECM PUBLISHERS INC</i>	-		
Cash Payment	E 101-41410-351 Legal Notices Publishing	Elections		\$19.28
	Invoice 150921			
Cash Payment	E 101-41410-351 Legal Notices Publishing	Elections		\$15.42
	Invoice 150922			
Cash Payment	E 101-41410-351 Legal Notices Publishing	Elections		\$15.42
	Invoice 150923			
Cash Payment	E 101-41410-351 Legal Notices Publishing	Elections		\$42.41
	Invoice 150924			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$92.53
Refer	19569 <i>FRONTIER</i>	-		
Cash Payment	E 601-49400-321 Telephone	WTP		\$54.14
	Invoice			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$54.14
Refer	19570 <i>MAPLE PLAIN/INDEPENDENCE FIR</i>	-		
Cash Payment	E 101-42290-307 Fire Administration	October FD		\$13,482.92
	Invoice			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$13,482.92
Refer	19571 <i>GIRARD S BUSINESS MACHINES, I</i>	-		
Cash Payment	E 101-41500-413 Office Equipment Rental	October, November Rental		\$300.00
	Invoice 90075,90076			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$300.00
Refer	19572 <i>HEALTHPARTNERS</i>	-		
Cash Payment	G 101-21706 Health Insurance	November Premium		\$2,497.40
	Invoice			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$2,497.40
Refer	19573 <i>MN DEPT TRANSPORTATION</i>	-		
Cash Payment	R 101-36500 Collected for other Governme	Liesch- November		\$130.00
	Invoice 164425			
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$130.00

CITY OF MAPLE PLAIN

Payments

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Current Period: October 2014

Refer	19574 <i>MEDIACOM</i>	-			
Cash Payment	E 101-41500-309 EDP, Software and Desi	Static IP			\$109.95
	Invoice				
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total	\$109.95
Refer	19575 <i>OFFICE DEPOT</i>	-			
Cash Payment	E 101-43000-201 Office Supplies	PW Supplies			\$94.91
	Invoice				
Cash Payment	E 101-41500-201 Office Supplies	Office Supplies			\$11.99
	Invoice				
Cash Payment	E 101-41500-201 Office Supplies	Office Supplies			\$12.19
	Invoice				
Cash Payment	E 101-41500-201 Office Supplies	Cabinet and Shelves- New CH			\$691.95
	Invoice				
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total	\$811.04
Refer	19576 <i>PREMIUM WATERS</i>	-			
Cash Payment	E 101-41500-437 Miscellaneous	Water			\$14.30
	Invoice 520424-09-14				
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total	\$14.30
Refer	19577 <i>TOSHIBA</i>	-			
Cash Payment	E 101-41500-413 Office Equipment Rental	Rental			\$243.80
	Invoice 263632010				
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total	\$243.80
Refer	19578 <i>UNITED FARMERS COOPERATIVE</i>	-			
Cash Payment	E 101-43000-201 Office Supplies	PW Supplies			\$1.99
	Invoice 23274				
Cash Payment	E 101-43000-211 Cleaning Supplies	PW Supplies			\$3.98
	Invoice 23184				
Cash Payment	E 601-49400-311 Contract Service	Lift Station			\$515.60
	Invoice				
Cash Payment	E 101-43000-212 Motor Fuels	PW Gas			\$1,261.69
	Invoice				
Cash Payment	E 101-45200-212 Motor Fuels	Park Gas			\$390.06
	Invoice				
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total	\$2,173.32
Refer	19579 <i>WEST HENNEPIN PUBLIC SAFETY</i>	-			
Cash Payment	E 101-42110-306 Police Administration	November- Police Services			\$36,764.53
	Invoice				
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total	\$36,764.53
Refer	19580 <i>XCEL ENERGY</i>	-			
Cash Payment	E 101-41940-381 Electric Utilities	City Hall/Garage			\$280.32
	Invoice				
Cash Payment	E 601-49400-381 Electric Utilities	Water			\$202.95
	Invoice				
Cash Payment	E 602-49450-381 Electric Utilities	Sewer			\$204.81
	Invoice				
Cash Payment	E 101-41940-381 Electric Utilities	Parks			\$187.43
	Invoice				

CITY OF MAPLE PLAIN

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Payments

Current Period: October 2014

Cash Payment	E 101-43100-381 Electric Utilities	Traffic Lights		\$67.72
Invoice				
Transaction Date	10/20/2014	Bank of Maple Plain	10100	Total \$943.23
Refer	19585 METRO WEST INSPECTION SERVI	-		
Cash Payment	E 101-42400-308 Building Inspection	Inspection Services		\$166.78
Invoice				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$166.78
Refer	19586 MAPLE PLAIN FAMILY CENTE	-		
Cash Payment	E 101-43000-211 Cleaning Supplies	PW Supplies		\$13.48
Invoice				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$13.48
Refer	19587 USA BLUEBOOK	-		
Cash Payment	E 601-49400-216 Chemicals & Chemical P	WTP Supplies		\$145.07
Invoice				
Cash Payment	E 601-49400-227 Utility Maintenance Supp	Utility Supplies		\$3,254.05
Invoice				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$3,399.12
Refer	19588 WESTONKA SEWER & WATER, IN	-		
Cash Payment	E 601-49400-311 Contract Service	Curb Stop Repair- 5020 Highway 12		\$2,550.00
Invoice 7145				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$2,550.00
Refer	19589 WARNING LITES	-		
Cash Payment	E 101-43100-311 Contract Service	Barricades- Street Project		\$504.00
Invoice 141290				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$504.00
Refer	19590 HACH CO.	-		
Cash Payment	E 601-49400-216 Chemicals & Chemical P	WTP Supplies		\$155.44
Invoice				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$155.44
Refer	19591 OUVERSON SEWER & WATER	-		
Cash Payment	E 602-49450-311 Contract Service	1675 Budd- Repair		\$2,882.40
Invoice 3389				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$2,882.40
Refer	19592 LANO EQUIPMENT	-		
Cash Payment	E 101-43100-224 Street Maintenance Mate	PW Supplies		\$57.97
Invoice				
Cash Payment	E 101-43100-224 Street Maintenance Mate	PW Supplies		\$449.90
Invoice 03-183055				
Cash Payment	E 101-45200-221 Equipment Parts	Parks Supplies		\$2.11
Invoice 03-184087				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$509.98
Refer	19593 VOLKENANT, INC	-		
Cash Payment	E 101-43100-224 Street Maintenance Mate	Street Materials		\$775.17
Invoice 5935				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total \$775.17

CITY OF MAPLE PLAIN

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Payments

Current Period: October 2014

Refer	19594	HAWKINS INC.	-		
Cash Payment	E 601-49400-216	Chemicals & Chemical P	Water Chemicals		\$373.81
	Invoice	3656566			
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total	\$373.81
Refer	19595	VERIZON	-		
Cash Payment	E 101-43000-321	Telephone	PW		\$54.65
	Invoice				
Cash Payment	E 101-43000-321	Telephone	PW		\$54.65
	Invoice				
Cash Payment	E 601-49400-321	Telephone	WTP		\$35.01
	Invoice				
Transaction Date	10/21/2014	Bank of Maple Plain	10100	Total	\$144.31
Refer	19599	STANTEC CONSULTING SRVCS IN	-		
Cash Payment	E 451-43100-303	Engineering Services	Oak & Boundary		\$135.75
	Invoice	841375		Project 2012A	
Cash Payment	E 451-49400-303	Engineering Services	Halgren Water Main		\$7,370.14
	Invoice	841376			
Cash Payment	E 451-43100-303	Engineering Services	Hawk Signal		\$58.00
	Invoice	841383		Project 2013D	
Cash Payment	E 451-49450-303	Engineering Services	Budd Avenue Sewer		\$8,682.28
	Invoice	841385		Project 2014B	
Cash Payment	E 451-43100-303	Engineering Services	Main Street/Rainbow Avenue		\$4,050.44
	Invoice	841386		Project 2014A	
Cash Payment	G 101-20212	Planned Unit Develop.	Escro Meadows of MP		\$87.00
	Invoice	841387			
Cash Payment	E 603-49455-303	Engineering Services	Storm Sewer		\$3,104.00
	Invoice	841382			
Cash Payment	E 602-49450-303	Engineering Services	Sewr		\$113.00
	Invoice	841381			
Cash Payment	E 601-49400-303	Engineering Services	Water		\$270.96
	Invoice	841380			
Cash Payment	E 101-43100-303	Engineering Services	Streets		\$58.00
	Invoice	841379			
Cash Payment	E 101-43000-303	Engineering Services	General		\$2,059.00
	Invoice	841377			
Cash Payment	E 101-43000-303	Engineering Services	Staff Meetings		\$100.00
	Invoice	841378			
Cash Payment	E 101-41110-303	Engineering Services	City Council Meetings		\$100.00
	Invoice	841378			
Transaction Date	10/23/2014	Bank of Maple Plain	10100	Total	\$26,188.57

CITY OF MAPLE PLAIN

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Payments

Current Period: October 2014

Fund Summary

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$82,802.67
451 CAPITAL IMPROVEMENT PROJECTS		\$20,296.61
601 WATER FUND		\$7,557.03
602 SEWER FUND		\$3,200.21
603 STORM WATER FUND		\$3,104.00
		<hr/>
		\$116,960.52

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$116,960.52
Total	<hr/>
	\$116,960.52

**CITY OF MAPLE PLAIN
RESOLUTION NO. 14-1027-01**

**RESOLUTION APPROVING AUTHORIZED SIGNATORIES
FOR THE CITY OF MAPLE PLAIN**

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, that as of October 14, 2014, the duly appointed officers listed below, or any of them acting in their capacity as an officer of the City of Maple Plain, a Municipal Corporation ("City"), or as assigned by the City Council, are hereby authorized to (1) act on behalf of the City to execute all contracts and methods of payment issued by the City, (2) act on behalf of the City with regard to any and all stocks, bonds, or other securities ("Securities") now or hereafter registered in the name of the City, (3) to buy, sell, convey, or transfer ownership of any Securities now or hereafter registered in the name of the City and as directed by the City Council, and (4) to execute any documents relating to the permitted activities as described herein.

BE IT FURTHER RESOLVED, all contracts, methods of payment, acts related to City Securities and other documents shall require two signatures of the officers listed.

<u>Title</u>	<u>Name</u>
Acting Mayor	Jerry Young
City Administrator	Tessia Melvin

This resolution was introduced by Councilmember . Members voting against: Members absent: None. The resolution was passed by the Maple Plain City Council this th day of October, 2014

Jerry Young, Acting Mayor

Attest:

Tessia Melvin, City Administrator



Agenda Information Memorandum
October 27, 2014 Maple Plain City Council

**IV. CONSENT AGENDA
E. AUTHORIZING SIGNATURES
RESOLUTION NO. 14-1027-01**

ACTION TO BE CONSIDERED

To approve Resolution No. 14-1027-01, designating Jerry Young as an official signatory for the City of Maple Plain.

FACTS

- The Bank of Maple Plain and many agencies require proof of persons authorized to sign checks, contracts and other documents on behalf of the City.
- The City Council authorized Mayor Roger Hackbarth as an official signatory in January 2013.
- City Administrator Tessia Melvin was designated as an official signatory in December 12, 2013.

ATTACHMENTS

Attached on is a copy of Resolution No. 14-1027-01.



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

IV. CONSENT AGENDA
F. OAK & BOUNDARY – PAYMENT REQUEST NO. 8 & FINAL

ACTION TO BE CONSIDERED

To approve payment to LaTour Construction Inc. in the amount of \$3,483.42 for reduction in retainage and closeout of the above referenced project.

FACTS

- LaTour Construction Inc. began work on the project in July 2012.
- Most of the project work is completed in 2013, except for verifying restoration is acceptable in 2014 in the area of the Oak Street Easement between TH 12 and Boundary Avenue.
- Retainage was held on the project to cover this restoration work.
- The restoration was reviewed and found acceptable, and the contractor has submitted the appropriate documentation (IC-134 forms and lien waivers) on October 10, 2014.

Outside of this project scope, the adjacent property owner/business has encroached upon the easement area, and City Staff is working with them related to this matter.

ATTACHMENTS

Attached is the Payment Request No. 8.



Owner: City of Maple Plain, 1620 Maple Ave., P.O. Box 97, Maple Plain, MN 55359	Date: August 28, m 2014
For Period: 11/13/2013 to 8/28/2014	Request No 8/FINAL
Contractor: LaTour Construction, Inc., 2134 County Rd. 8, Maple Lake, MN 55358	

CONTRACTOR'S REQUEST FOR PAYMENT
OAK AND BOUNDARY UTILITY AND STREET IMPROVEMENTS
STANTEC PROJECT NO. 193800412
CITY PROJECT NO. 2011A

SUMMARY

1	Original Contract Amount		\$ <u>791,823.40</u>
2	Change Order - Addition	\$ <u>25,582.96</u>	
3	Change Order - Deduction	\$ <u>0.00</u>	
4	Revised Contract Amount		\$ <u>817,406.36</u>
5	Value Completed to Date		\$ <u>696,684.86</u>
6	Material on Hand		\$ <u>0.00</u>
7	Amount Earned		\$ <u>696,684.86</u>
8	Less Retainage 0%		\$ <u>0.00</u>
9	Subtotal		\$ <u>696,684.86</u>
10	Less Amount Paid Previously		\$ <u>693,201.43</u>
11	Liquidated damages -		\$ <u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>8/FINAL</u>		\$ <u><u>3,483.42</u></u>

Recommended for Approval by:
STANTEC



Approved by Contractor:
LATOUR CONSTRUCTION INC.

 10/9/14

Approved by Owner:
CITY OF MAPLE PLAIN

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
PART 1: STREET IMPROVEMENTS:							
1	MOBILIZATION	LUMP SUM	1	53500.00		1.0	\$53,500.00
2	CLEARING AND GRUBBING	LUMP SUM	1	23000.00		1.023087	\$23,531.00
3	REMOVE CONCRETE CURB AND GUTTER	LIN FT	115	4.25		111	\$471.75
4	REMOVE BOLLARDS	EACH	3	66.00		3	\$198.00
5	SAWING BITUMINOUS PAVEMENT	LIN FT	385	4.10		150	\$615.00
6	REMOVE RETAINING WALL	LUMP SUM	1	315.00		1	\$315.00
7	COMMON EXCAVATION	CU YD	2970	9.25		3045.04	\$28,166.62
8	SUBGRADE EXCAVATION	CU YD	320	9.25		262.83	\$2,431.18
9	SELECT GRANULAR BORROW MOD (CV) (OAK STREET)	CU YD	50	21.00		36.76	\$771.96
10	SELECT GRANULAR BORROW MOD (CV) (BOUNDARY AVE)	CU YD	40	21.00		17.51	\$367.71
11	PLANTING MEDIA	CU YD	50	37.00		65.86	\$2,436.82
12	TOPSOIL BORROW (LV)	CU YD	330	18.00		76	\$1,368.00
13	POTHOLE EXISTING UTILITY	EACH	5	434.00			\$0.00
14	GEOTEXTILE FABRIC TYPE V	SQ YD	3480	2.35		3126.55	\$7,347.39
15	COMMON EXCAVATION SPECIAL	CU YD	50	15.75			\$0.00
16	COMMON EXCAVATION SPECIAL 1	CU YD	50	42.00			\$0.00
17	COMMON EXCAVATION SPECIAL 2	CU YD	115	15.75			\$0.00
18	COMMON EXCAVATION SPECIAL 3	CU YD	160	15.75			\$0.00
19	AGGREGATE BACKFILL	TON	2900	7.35		2521.56	\$18,533.47
20	STREET SWEEPER (WITH PICKUP BROOM)	hour	6	128.00		8.5	\$1,088.00
21	WATER	M GALLONS	20	37.15			\$0.00
22	PATCH GRAVEL DRIVEWAY	TON	25	31.50			\$0.00
23	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	2600	14.45		1774.01	\$25,634.44
24	BITUMINOUS PAVEMENT RECLAMATION	SQ YD	2950	1.85		3163.33	\$5,852.16
25	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	185	3.15		185	\$582.75
26	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	TON	270	76.00		296.98	\$22,570.48
27	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	360	71.50		268.8	\$19,219.20
28	PATCH BITUMINOUS DRIVEWAY	SQ YD	1000	17.50		429.78	\$7,521.15
29	PATCH BUDD AVENUE	SQ YD	70	49.15		55.56	\$2,730.77
30	4" PERF PVC PIPE DRAIN	LIN FT	130	10.50		130	\$1,365.00
31	4" PERF PE PIPE DRAIN	LIN FT	1050	8.50		1100	\$9,350.00
32	4" PVC PIPE DRAIN CLEANOUT	EACH	3	160.00		4	\$640.00
33	TRENCH GRATE AND FRAME	EACH	1	540.00		1	\$540.00
34	4" CONCRETE WALK	SQ FT	3110	4.00		3152	\$12,608.00
35	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	1100	12.60		1277	\$16,090.20
36	CONCRETE CURB & GUTTER DESIGN B418	LIN FT	150	17.00			\$0.00
37	CONCRETE CURB AND GUTTER DESIGN SURMOUNTABLE	LIN FT	200	17.00		206	\$3,502.00
38	7" CONCRETE VALLEY GUTTER	SQ YD	175	38.00		136.67	\$5,193.46
39	PEDESTRIAN CURB RAMP	SQ FT	95	5.25		95	\$498.75
40	TRUNCATED DOMES	SQ FT	20	37.00		16	\$592.00
41	LIGHTING UNIT TYPE A	EACH	5	3910.00			\$0.00
42	LIGHT BASE DESIGN E	EACH	5	735.00			\$0.00
43	2" NON-METALLIC CONDUIT	LIN FT	50	5.25			\$0.00
44	1.5" NON-METALLIC CONDUIT	LIN FT	450	5.25			\$0.00
45	UNDERGROUND WIRE 1 COND NO 2	LIN FT	150	2.65			\$0.00
46	UNDERGROUND WIRE 1 COND NO 8	LIN FT	2300	1.50			\$0.00
47	SERVICE CABINET SECONDARY TYPE L1	EACH	1	4500.00			\$0.00
48	EQUIPMENT PAD B	EACH	1	525.00			\$0.00
49	HANDHOLE	EACH	1	767.00			\$0.00
50	TRAFFIC CONTROL	LUMP SUM	1	5625.00		1	\$5,625.00
51	SIGN PANELS TYPE C	SQ FT	38.5	36.00		9.44	\$339.84
52	SIGN TYPE SPECIAL	EACH	2	155.00			\$0.00
53	SILT FENCE, TYPE MACHINE SLICED	LIN FT	700	1.85		425	\$786.25
54	PROTECTION OF CATCH BASIN, NON-PAVED STREET	EACH	11	107.00		3	\$321.00
55	PROTECTION OF CATCH BASIN, PAVED STREET	EACH	9	190.00		8	\$1,520.00
56	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	2	810.00		2	\$1,620.00
57	BIOROLL	LIN FT	40	1.85		527.89	\$976.60
58	APPLICATION OF WATER FOR TURF ESTABLISHMENT	MGALLON	20	39.00		15	\$585.00
59	SEED MIX 250 AND HYDROMULCH	SQ YD	3050	0.65		6816.96	\$4,431.02
60	SEED MIX 250 AND BLANKET	SQ YD	1090	1.25		1502.33	\$1,877.91
61	EROSION STABILIZATION MAT CLASS 3	SQ YD	15	4.75		15	\$71.25
62	LANDSCAPE EDGER	LIN FT	140	2.40		159	\$381.60
63	MULCH MATERIAL TYPE 6	CU YD	5	50.00		8	\$400.00
64	PLANT PERENNIAL	EACH	148	8.35		148	\$1,235.80
65	PAVEMENT MESSAGE (RT ARROW) EPOXY	EACH	1	184.00			\$0.00
66	PAVEMENT MESSAGE (ONLY) EPOXY	EACH	1	289.00			\$0.00
67	4" SOLID LINE WHITE-EPOXY	LIN FT	200	5.00		128	\$640.00
68	4" DOUBLE SOLID LINE YELLOW-EPOXY	LIN FT	470	2.00		526	\$1,052.00
69	CROSSWALK MARKING-EPOXY	SQ FT	144	7.10		108	\$766.80

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
TOTAL PART 1: STREET IMPROVEMENTS:							\$298,262.34
PART 2: UTILITY IMPROVEMENTS:							
70	REMOVE PIPE SEWERS	LIN FT	1250	2.60		1221	\$3,174.60
71	REMOVE WATER MAIN	LIN FT	50	3.85		210	\$808.50
72	REMOVE WATER SERVICE PIPE	LIN FT	140	3.85		76	\$292.60
73	REMOVE STORM SEWER PIPE	LIN FT	525	6.50		525	\$3,412.50
74	REMOVE MANHOLE	EACH	4	345.00		4	\$1,380.00
75	REMOVE HYDRANT	EACH	1	255.00		1	\$255.00
76	REMOVE CURB BOX	EACH	4	131.00		3	\$393.00
77	REMOVE MANHOLE OR CATCH BASIN	EACH	3	283.00		2	\$566.00
78	SALVAGE AND REINSTALL 6" GATE VALVE AND BOX	EACH	1	665.00		1	\$665.00
79	SALVAGE AND REINSTALL 15" RCP STORM SEWER	LIN FT	24	24.00		16	\$384.00
80	SALVAGE AND REINSTALL 12" RCP STORM SEWER	LIN FT	16	21.50			\$0.00
81	IMPROVED PIPE FOUNDATION	LIN FT	1500	1.85			\$0.00
82	TRENCH EXCAVATION	CU YD	900	26.00		243	\$6,318.00
83	4" PERF PE PIPE DRAIN (FILTRATION FEATURE)	LIN FT	125	9.00		82	\$738.00
84	6" PERF PE PIPE DRAIN (FILTRATION FEATURE)	LIN FT	240	11.25		240	\$2,700.00
85	8" PVC SANITARY SEWER, SDR 35, 10'-15' DEEP	LIN FT	23	32.50		33	\$1,072.50
86	12" PVC SANITARY SEWER, SDR 35, 0'-10' DEEP	LIN FT	100	42.00		100	\$4,200.00
87	12" PVC SANITARY SEWER, SDR 35, 10'-15' DEEP	LIN FT	1100	45.50		1098	\$49,959.00
88	22" SPAN RC PIPE-ARCH SEWER CLASS IIA	LIN FT	212	45.25		214	\$9,683.50
89	12" RC PIPE SEWER CLASS V	LIN FT	447	25.60		543	\$13,900.80
90	15" RC PIPE SEWER CLASS V	LIN FT	25	31.45			\$0.00
91	BYPASS PUMPING	LUMP SUM	1	3685.00		1	\$3,685.00
92	BULKHEAD 12" RCP	EACH	1	119.00			\$0.00
93	CONNECT TO EXISTING SANITARY SEWER	EACH	1	1200.00		1	\$1,200.00
94	12" X 4" PVC WYE, SDR 35	EACH	8	395.00		8	\$3,160.00
95	RECONNECT SANITARY SEWER SERVICE	EACH	8	150.00		8	\$1,200.00
96	12" RCP FLARED END SECTION, INCL TRASH GUARD	EACH	1	755.00		2	\$1,510.00
97	12" PVC SANITARY SEWER, SDR 35, JACKED	LIN FT	128	305.00		128	\$39,040.00
98	4" PVC SANITARY SEWER RISER PIPE, SCHEDULE 40	LIN FT	10	26.00		10	\$260.00
99	4" PVC SANITARY SEWER SERVICE PIPE, SCHEDULE 40	LIN FT	250	21.00		180	\$3,780.00
100	TELEWISE SANITARY SEWER	LIN FT	1351	1.10		1322	\$1,454.20
101	TEMPORARY WATER SERVICE	LUMP SUM	1	8150.00		1	\$8,150.00
102	CONNECT TO EXISTING 6" WATER MAIN	EACH	5	1255.00		5	\$6,275.00
103	6" GATE VALVE AND BOX	EACH	4	1430.00		6.76532	\$9,674.41
104	4" GATE VALVE AND BOX	EACH	4	1250.00		4	\$5,000.00
105	INSTALL HYDRANT	EACH	1	3305.00		1	\$3,305.00
106	TAPPED PLUG	EACH	4	194.00		4	\$776.00
107	ADJUST VALVE BOX	EACH	8	119.00		8	\$952.00
108	6" PVC WATER MAIN, DR-18	LIN FT	1080	21.60		1042	\$22,507.20
109	6" PVC WATER MAIN, DR-18, JACKED	LIN FT	128	300.00		128	\$38,400.00
110	4" PVC WATER SERVICE, DR-18	LIN FT	140	24.40		101	\$2,464.40
111	EXTEND HYDRANT BARREL	LIN FT	1	800.00		1	\$800.00
112	VALVE BOX EXTENSION	LIN FT	4	107.00			\$0.00
113	DUCTILE IRON FITTINGS	POUND	530	6.75		626.9	\$4,231.58
114	4' DIAMETER SANITARY MH, 8' DEEP, INCL R-1642-B CSTG AND HDPE ADJ RINGS	EACH	3	2205.00		3	\$6,615.00
115	2'X3' STORM SEWER CB, INCL. R-3290-VB CSTG AND CONC ADJ RINGS	EACH	1	1600.00		1	\$1,600.00
116	4' DIA STORM SEWER CBMH, INCL. R-3290-VB CSTG AND CONC ADJ RINGS	EACH	4	1825.00		4	\$7,300.00
117	4' DIA STORM SEWER CBMH, INCL. R-3290-A CSTG AND CONC ADJ RINGS	EACH	3	1860.00		3	\$5,580.00
118	4' DIA STORM SEWER CBMH, INCL. R-4342 CSTG AND CONC FRAME	EACH	1	1775.00		1	\$1,775.00
119	4' DIA STORM SEWER CBMH, INCL. SALVAGED CSTG AND CONC ADJ RINGS	EACH	1	1370.00		1	\$1,370.00
120	5' DIA STORM SEWER CBMH, INCL. R-3290-A CSTG AND CONC ADJ RINGS	EACH	1	2460.00		1	\$2,460.00
121	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1	4510.00		1	\$4,510.00
122	CONNECT TO EXISTING STRUCTURE	EACH	1	1678.00		1	\$1,678.00
123	ADJUST MANHOLE CASTING	EACH	2	500.00		1	\$500.00
124	EXTERNAL SEAL SYSTEM	EACH	3	225.00		3	\$675.00
125	4' DIAMETER SANITARY SEWER STRUCTURE OVERDEPTH	LIN FT	14	88.00		13.71	\$1,206.48
126	RANDOM RIPRAP CLASS III	CU YD	10	81.00		9.25	\$749.25
TOTAL PART 2: UTILITY IMPROVEMENTS:							\$293,746.51

ALTERNATE NO. 1: BOUNDARY AVENUE, FROM 4+50 TO MAIN STREET:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
127	BYPASS PUMPING	LS	1	1300.00		1	\$1,300.00
128	REMOVE CONCRETE CURB AND GUTTER	LIN FT	70	4.25		61	\$259.25
129	REMOVE PIPE SEWERS	LIN FT	342	2.60		342	\$889.20
130	REMOVE STORM SEWER PIPE	LIN FT	40	6.60		96	\$633.60
131	SAWING BITUMINOUS PAVEMENT	LIN FT	70	7.35		70	\$514.50
132	SALVAGE AND REINSTALL 15" RCP STORM SEWER	LIN FT	48	24.00		24	\$576.00
133	COMMON EXCAVATION	CU YD	2000	9.25		581.79	\$5,381.56
134	SUBGRADE EXCAVATION	CU YD	100	9.25			\$0.00
135	TOPSOIL BORROW (LV)	CU YD	20	21.00			\$0.00
136	GEOTEXTILE FABRIC TYPE V	SQ YD	890	2.35		805.56	\$1,893.07
137	AGGREGATE BACKFILL	TON	910	7.35		797.5	\$5,861.63
138	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	2	131.00		4.5	\$589.50
139	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	450	14.75		354.45	\$5,228.14
140	BITUMINOUS PAVEMENT RECLAMATION	SQ YD	740	2.10		740	\$1,554.00
141	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	40	3.15		40	\$126.00
142	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	TON	75	76.00		75	\$5,700.00
143	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	95	71.50		95	\$6,792.50
144	PATCH BITUMINOUS DRIVEWAY	SQ YD	75	17.40		65	\$1,131.00
145	PATCH MAIN STREET	SQ YD	200	45.00		199	\$8,955.00
146	IMPROVED PIPE FOUNDATION	LIN FT	150	1.85			\$0.00
147	4" PERF PE PIPE DRAIN	LIN FT	560	6.85		520	\$3,562.00
148	8" PVC SANITARY SEWER, SDR 26, 10'-15' DEEP	LIN FT	250	41.35		250	\$10,337.50
149	8" PVC SANITARY SEWER, SDR 26, 15'-20' DEEP	LIN FT	92	44.25		93	\$4,115.25
150	TELEWISE SANITARY SEWER	LIN FT	342	1.10		340	\$374.00
151	8" X 4" PVC WYE, SDR 26	EACH	2	200.00		2	\$400.00
152	RECONNECT SANITARY SEWER SERVICE	EACH	2	147.00		2	\$294.00
153	4" PVC SANITARY SEWER RISER PIPE, SCHEDULE 40	LIN FT	10	26.00		14	\$364.00
154	4" PVC SANITARY SEWER SERVICE PIPE, SCHEDULE 40	LIN FT	70	21.00		41.5	\$871.50
155	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1	4500.00		1	\$4,500.00
156	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	520	13.00		520	\$6,760.00
157	TRAFFIC CONTROL	LUMP SUM	1	263.00		1	\$263.00
158	SIGN PANELS TYPE C	SQ FT	6	37.00			\$0.00
159	SIGN TYPE SPECIAL	EACH	1	160.00			\$0.00
160	SODDING TYPE MINERAL	SQ YD	300	2.65			\$0.00
161	APPLICATION OF WATER FOR TURF ESTABLISHMENT	MGALLON	5	53.00		4.6	\$243.80
162	SEED MIX 250 AND HYDROMULCH	SQ YD	250	0.70		581.5	\$407.05
163	SILT FENCE, MACHINE SLICED	LF	250	1.90		110	\$209.00
TOTAL ALTERNATE NO. 1: BOUNDARY AVENUE, FROM 4+50 TO MAIN STREET:							\$80,086.04
CHANGE ORDER NO. 1							
1	EQUIPMENT AND MATERIALS	LS	1	\$17,267.63		0.94	\$16,274.82
2	DELETE CONNECTION TO EXISTING S. S. MH	EA	1	(\$4,500.00)		1	(\$4,500.00)
TOTAL CHANGE ORDER NO. 1:							\$11,774.82
CHANGE ORDER NO. 2							
1	LABOR & EQUIPMENT	LS	1	\$2,034.21		1	\$2,034.21
2	MATERIALS	LS	1	\$759.00		1	\$759.00
3	LABOR & EQUIPMENT	LS	1	\$5,432.67		1	\$5,432.67
4	MATERIALS	LS	1	\$733.81		1	\$733.81
TOTAL CHANGE ORDER NO. 2:							\$8,959.69
CHANGE ORDER NO. 3							
1	SAW BITUMINOUS PAVEMENT	LF	10	\$4.10		10	\$41.00
2	AGGREGATE BASE CLASS 5	TN	28	\$14.45		28	\$404.60
3	BITUMINOUS PAVEMENT REMOVAL	SY	176.22	\$1.85		176.22	\$326.01
4	PATCH PAVED DRIVEWAY	SY	176.22	\$17.50		176.22	\$3,083.85
TOTAL CHANGE ORDER NO. 3:							\$3,855.46
TOTAL PART 1: STREET IMPROVEMENTS:							\$298,262.34
TOTAL PART 2: UTILITY IMPROVEMENTS:							\$293,746.51
TOTAL ALTERNATE NO. 1: BOUNDARY AVENUE, FROM 4+50 TO MAIN STREET:							\$80,086.04
TOTAL CHANGE ORDER NO. 1:							\$11,774.82
TOTAL CHANGE ORDER NO. 2:							\$8,959.69
TOTAL CHANGE ORDER NO. 3:							\$3,855.46
TOTAL WORK COMPLETED TO DATE							\$696,684.86

PROJECT PAYMENT STATUS

OWNER CITY OF MAPLE PLAIN
 CITY PROJECT NO. 2011A
 STANTEC PROJECT NO. 193800412
 CONTRACTOR LATOUR CONSTRUCTION INC.

CHANGE ORDERS

No.	Date	Description	Amount
1	7/9/2012	This Change Order provides for additional work on this project. See Change Order.	\$12,767.63
2	9/20/2012	This Change Order provides for additional work on this project. See Change Order.	\$8,959.87
3	12/19/2012	This Change Order provides for additional work on this project. See Change Order.	\$3,855.46
Total Change Orders			\$25,582.96

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	06/01/2012	08/08/2012	307,620.21	16,190.54	323,810.74
2	08/09/2012	09/06/2012	183,367.32	25,841.45	516,828.97
3	09/07/2012	09/28/2012	67,095.91	29,372.81	587,456.24
4	09/29/2012	11/08/2012	59,699.31	32,514.88	650,297.62
5	11/09/2012	12/19/2012	6,098.72	32,835.87	656,717.33
6	12/20/2012	10/10/2013	37,969.15	34,834.24	696,684.86
7	10/11/2013	11/12/2013	31,350.82	3,483.42	696,684.86
8/FINAL	11/13/2014	08/28/2014	3,483.42		696,684.86

Material on Hand

Total Payment to Date		\$696,684.86	Original Contract	\$791,823.40
Retainage Pay No. 8/FINAL			Change Orders	\$25,582.96
Total Amount Earned		\$696,684.86	Revised Contract	\$817,406.36

Professional Signature

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.

Name: Paul D. Jaunich

Signature: _____
 Date: _____ Registration No. 21238

Drafting & Design

Paul D. Jaunich
 325 5th Street South
 Delano, MN. 55328
 763 972-3822 Cell: 612 247-0479

Submittals/Revisions

No.	Revision/Issue	Date
1	Start Project	5/15/14
2	Revisions	6/15/14
3	Revisions	

CADD Qualifications

CADD files prepared by the Consultant for this project are instruments of the consultant's professional services for use solely with respect to this project. These CADD files should not be used on other projects, for addition to this project or for execution of this project by others without written approval by the consultant. With the Consultant's approval, others may be permitted to obtain copies of the CADD drawing files for information and reference only. All alterations or unauthorized revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the consultant from any and all responsibilities, claims and liabilities.

Sheet Index

A-2.1	Main Level Floor Plan
A-3.1	Exterior Elevations/Details
A-4.1	Reflected Ceiling Plan

Project Name

Sean Schumacher
 5020 Highway 12
 Maple Plain, MN 55359

Sheet Title

Exterior Elev.
 Details

Project Number

051514

Sheet Number

A-3.1

MATERIAL BREAKDOWN

FENESTRATION/WDWS: 39%
 BRICK: 26%
 EIFS/ALUMINUM: 12%

18" EIFS COLUMNS

24" MOHAVE STONE BASE



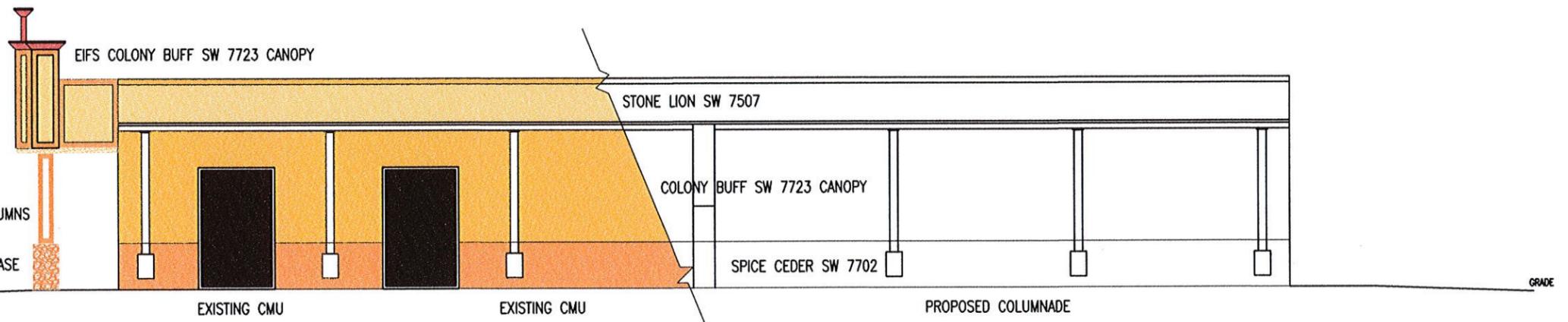
1 SOUTH ELEVATION
 SCALE: 1/4" = 1'-0"

MATERIAL BREAKDOWN

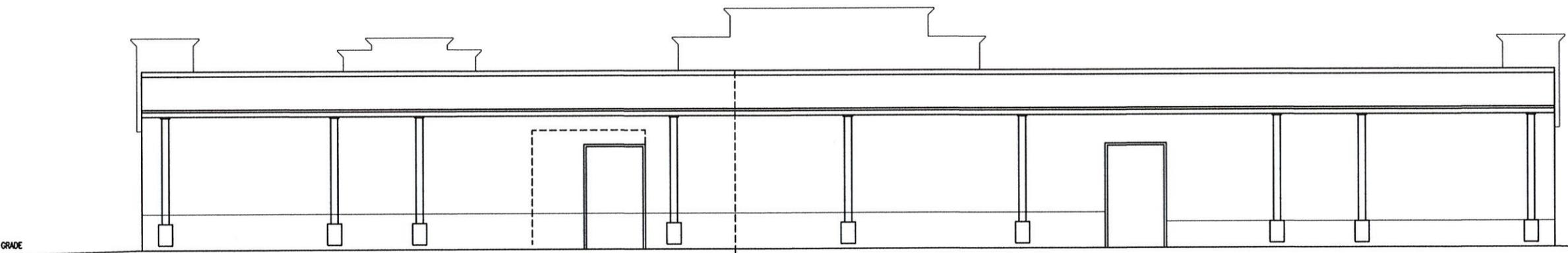
FENESTRATION/WDWS: 8%
 BRICK: 82%
 EIFS/ALUMINUM: 4%

18" EIFS COLUMNS

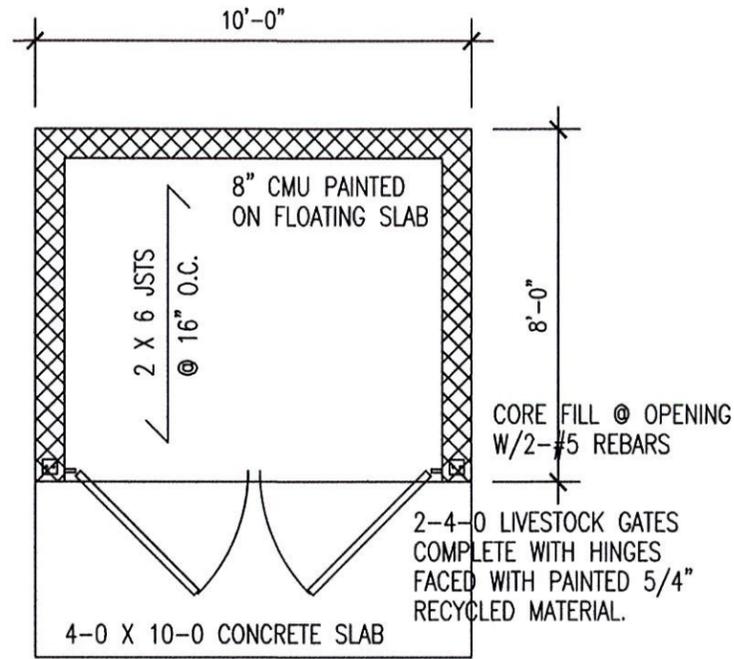
24" MOHAVE STONE BASE



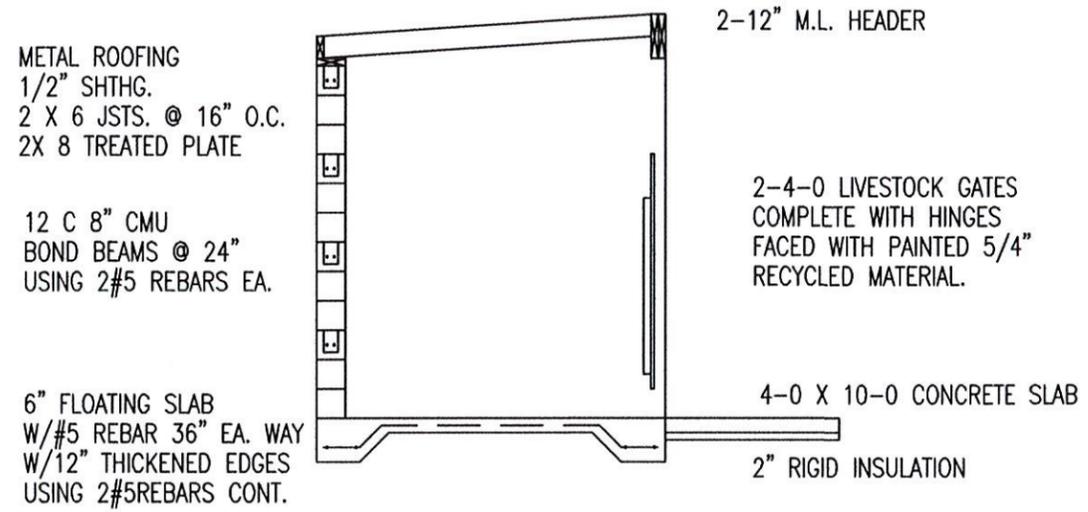
2 EAST ELEVATION



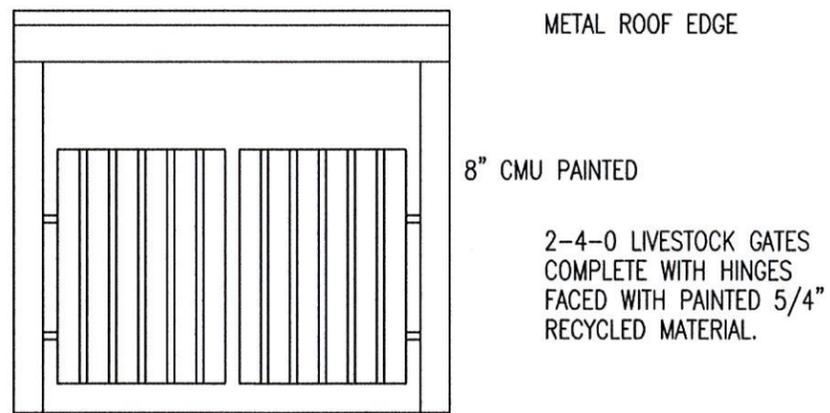
3 NORTH ELEVATION
 SCALE: 1/4" = 1'-0"



1 TRASH ENCLOSURE PLAN
1/4" = 1'-0"



2 FULL CROSS SECTION
1/4" = 1'-0"



3 TRASH ENCLOSURE FRONT ELEVATION
1/4" = 1'-0"



4 TRASH ENCLOSURE SIDE ELEVATION
1/4" = 1'-0"

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota.
Name: Paul D. Jaunich
Signature:
Date: Registration No. 21238

Paul D. Jaunich-Architect
assistance
esign & evelopment
328 South 3rd St., Delano, Mn. 55328
(763) 972-3822

Schumacher Properties
5020 U. S. Highway 12
Maple Plain, MN 55359
cell 952 484-4479

Sheet
A-4.1
140625

City of Maple Plain

Request by Schumacher Properties for Site Plan Review to Allow Retail Use of the Existing Building Located on the Property at 5030 Highway 12

To: Planning Commission
From: Mark Kaltsas, City Planner
Meeting Date: October 21, 2014
Applicant: Schumacher Properties
Owner: Schumacher Properties
Location: 5030 Highway 12

Update:

Staff met with the applicants to review the comments made by the Planning Commission. A second review letter was prepared which further detailed the comments and questions discussed at the Planning Commission Meeting (see attached). A brief summary indicating how the revised plans address the comments made by the City is provided below.

1. The Planning Commission would like to verify all of the proposed colors for the building. Commissioners also wanted to confirm that the existing brick on the south elevation of the building would remain unpainted? Please provide the City with color samples and additional detail on the building elevations delineating the intended colors and materials.

The applicant has stated that they will bring/provide samples for the Planning Commission Meeting. The revised building elevations plans now specify the actual colors for each elevation and building material.

2. The proposed columns appear to provide some additional architectural relief to the south building elevation. The Planning Commission would like to see the base of the columns enlarged and constructed out of a masonry material rather than EIFS (i.e. a matching brick).

The applicant has proposed to use a stone base rather than the EIFS as previously proposed. The columns appear to be the same dimensions as those originally proposed. The applicant has provided a proposed dimension for the columns (24" in width). The size of the column bases may appear to align with the edge of the existing overhang.

3. Commissioners would like to see a revised landscape plan which provides additional landscaping along the Highway 12 frontage. The landscaping should provide a layered planting scheme and can be clustered to provide additional interest. The landscaping proposed along the north property line should provide a higher level of opacity than is currently proposed. Please reconsider the proposed species and spacing. Staff can provide additional direction relating to the landscaping. Please provide the City with a revised landscape plan which addresses the comments.

The applicant has proposed additional plants along both the south and north property lines. While the additional planting appears to be more consistent with the architectural guidelines and discussion, it is recommended that the applicant consider preparing a separate and more detailed landscape plan for the two property borders.

4. The existing site does not have any existing parking lot lighting. In order to light the parking lot and provide lighting for the retail use of this building, a lighting plan will be required. It is anticipated that you will need to provide light poles along the south edge of the parking lot to adequately light the parking lot in accordance with the City's standards. The City has a standard light pole and fixture that should be used in order to meet the design guidelines. The lighting plan should also include any building lighting. Please provide the City with a lighting plan which includes a photometric plan.

The applicant has hired an electrician and lighting manufacturer to prepare a lighting and photometric plan for this site. At the time of this writing staff had not received the plans. It is anticipated that the plans will be completed prior to the Planning Commission Meeting and will be forwarded as soon as they are received by the City.

5. The Fire Department has requested that you identify the location of the fire department connection on the building. The Fire Department would like the FDC to be located in the southwest corner of the building on the south elevation.

Staff is working with the applicant to address the issues relating to sprinkling of the building.

6. The Fire Department would like a portion of the existing gravel located on the east and north sides to remain in place to provide support for trucks driving around the building. The Fire Department recommended adding several inches of topsoil and seeding the areas over the top of the existing gravel so that the site would have the desired appearance.

The applicant does not appear to address this comment on the revised plans. During the meeting with the applicant it was determined that a gravel surface should be left around the perimeter of the building without grass to reduce potential maintenance issues. Landscaping (grass) would be installed around the site perimeter (approximately a 5 foot planting strip) to define the site edge and provide some relief from the amount of impervious surface. This item will need to be shown on a revised site plan.

7. The Fire Department noted that the building will likely need to be sprinkled in order to meet the current building codes. Please review the building and provide the City with a code analysis which looks at this issue. If the building does require a sprinkler, please verify the size of the existing water service.

Staff is working with the applicant to address the issues relating to sprinkling of the building.

8. The trash enclosure detail will need to be provided which identifies the structure and proposed buildings materials. The enclosure should be located such that the fire department can access the north side of the building with its vehicles.

The applicant moved the proposed trash enclosure away from the building and provided a detail for review by the City. The applicant is proposing to construct a masonry block enclosure that would be painted to match the building.

9. The Commission did discuss the intended signage for the building and wanted it noted that any signage in the downtown mixed use district would be required to meet the design guidelines and be reviewed by the City.

Staff discussed the sign requirements with the applicant and provided a summary of the permitted signage. The applicant will be preparing a sign package for the future review and approval of the City.

Request:

Schumacher Properties, (Owner/Applicant) requests that the City consider the following action for the property located at 5030 Highway 12 (PID No. 25-118-24-12-0070).

- a. Site Plan Review to allow a new liquor business to occupy the existing building.

Property/Site Information:

The property is located just east of Boundary Avenue along the north side of Highway 12. The subject property is accessed via Boundary or Howard Avenues off of Highway 12. There is a cross access/parking agreement between the adjacent K-Bid property and the subject property. There is not a formal cross access agreement with the adjacent bank property; however, the parking areas allow access between the two properties. The property/building is currently vacant. The property has the following characteristics:

Property Information: 5030 Highway 12

Zoning: *MU-G Mixed Use - Gateway*

Comprehensive Plan: *Mixed Use*

Acreage: 0.80 Acres



Discussion:

The applicant is seeking site plan review to allow a new business to occupy the existing property and building. The subject property was recently subdivided from the adjacent K-Bid property to the west and north. The subdivision split the overall property into three separate parcels. A portion of the property was utilized for the Meadows of Maple Plain subdivision. The subject property is currently vacant. The existing building is approximately 7,000 SF.

The applicant is proposing to renovate the entire building to accommodate retail uses. Approximately 5,000 SF will be renovated for use as an off-sale liquor store. The remaining 2,000 SF will be marketed for use as retail. The applicant does not currently have a tenant for this space. The renovations to the building include exterior improvements to enhance the aesthetic appearance of the building and bring it closer to meeting the intent of the design guidelines. The existing building is comprised of a brick front façade with masonry block on the side and rear elevations. There is a wooden overhang along the Highway 12 frontage.

The applicant is proposing to enhance the appearance of the building by making the following improvements:

1. Painting the entire building using colors found in the design guidelines. Staff has noted that the applicant should try to use earth tones as suggested in the design guidelines.
2. Adding stucco columns and additional windows/doors to the front façade of the building.
3. Adding additional windows to the east elevation at the southeast corner of the building. The proposed windows at this location will be installed at the time that the additional retail space is rented. This would allow the coordination of the window location with the interior improvements of this space.
4. Resurfacing the wooden overhang with EIFS (similar to stucco) to modernize the appearance. In addition, the applicant is proposing to provide some canopy accents along the front façade.

The applicant has provided colored building elevations to further illustrate their proposed changes. The applicant is not proposing to add any additional windows or openings to the north and west elevations. The north elevation is screened from view by an existing berm along the property line. In order to enhance this screening, the applicant is proposing to add additional evergreen landscaping to the north property line. The west elevation faces the adjacent K-Bid building and has little visibility. The City's architectural design guidelines stipulate the desired percentage of building materials for this zoning district as follows:

- i. Front Façade:
 - 40% windows/openings (39% proposed)
 - 25% brick/stone/hardie board (28% proposed)
 - 10% other materials (12% proposed)

- ii. Other Building Sides:
 - 15% windows/openings (8% on east elevation)
 - 50% brick/stone/hardie board (82% on east elevation)
 - 10% other materials (4% on east elevation)

The applicant is proposing to make improvements to the site which will address parking, a trash enclosure and landscaping. The applicant is proposing to stripe the existing asphalt area to define parking spaces for this building. The proposed striping will establish 28 parking spaces for the property. The applicant is proposing to screen the parking area from Highway 12 using a low evergreen hedge. The applicant is proposing to screen the north property line from the potential adjacent residential development using an evergreen planting. In addition to the north and south property line screening, the applicant is proposing to return a portion of the east and north sides of the property to lawn areas. The existing gravel areas would be removed and planted with grass. The applicant is proposing to locate the trash enclosure near the northwest corner of the building. The City should consider the proposed site plan and subsequent effects relating to evaluation criteria established in the City's ordinance.

153.045 INTENT AND PROCEDURE

(I) Evaluation criteria. The Planning Commission and City Council shall evaluate the effects of the proposed site plan. This review shall be based upon, but not be limited to, compliance with the City Comprehensive Plan, provisions of this chapter (Design Guidelines and City Engineering Requirements).

Setbacks:

- Minimum Lot Size:** 6,000 square feet
- Minimum Lot Width:** 100 feet
- Front Yard Setback:** 5-10 feet
- Highway 12 Setback from R.O.W.:** 50 feet
- Side Yard:** 10 feet
- Corner Side Yard:** 20 feet
- Rear Yard:** 20 feet
- Parking Setback Highway 12:** 50 feet

The building and parking areas currently exist on this site. The applicant is proposing to remove a portion of the impervious surface to enhance the overall appearance of the site. The applicant is not proposing to make any changes to the site that would affect the setback requirements.

Parking Design:

Retail Area – 1 space per 250 sf (7,000 sf/ 250) = 28 spaces required
 Total Number of Parking Spaces Required = 28
 Total Number of Parking Spaces Provided = 28*

*This property has a cross-parking/cross-access agreement with the adjacent K-Bid site to the west.

Minimum Parking Space Width: 9 feet
Minimum Parking Space Length: 20 feet
Minimum Parking Aisle Width: 25 feet

The improved parking area already exists on this property. Only the north half of the parking area is currently striped. The applicant is proposing to stripe the entire asphalt area to delineate the proposed parking spaces. Following the re-striping of the parking area, the site will accommodate the intended use of the building. If the use of the building changes or intensifies in the future, the owner will be subject to additional review and approval by the City. An example of a use that would require additional review and approval would be a restaurant. The applicant is proposing to meet all applicable parking space design criteria established by the City.

Parking Lot Lighting:

Parking Lot lighting shall be arranged as to deflect light away from any adjoining residential zone or from the public streets. There is no existing lighting on this site and the applicant is not proposing any additional lighting. The City may want to request that the applicant install lighting as a part of the site improvements.

Landscaping:

The applicant is proposing to add landscaping along the north and south property lines. The intent of the landscaping is to screen the parking area from Highway 12 and to screen the north elevation from the adjacent future residential development. The City does not require any additional landscaping interior to the parking lot for lots with less than 40 parking spaces. The City could request that the applicant provide enhanced landscaping along the Highway 12 frontage.

Trash Enclosure:

The applicant is proposing to construct a trash enclosure at the northwest corner of the building. The trash enclosure will need to be constructed out of materials complementary to the principal structure. The applicant will need to provide the City with a detail of the proposed trash enclosure to ensure that it meets this requirement.

Storm Water Management, Grading and Drainage:

The City's Engineer has reviewed the proposed site plan and noted that there are no additional drainage and stormwater requirements resulting from the proposed improvements. The City's Engineer did note that any work proposed to be done in the MNDOT right of way will require a permit. The City will review the site grading once the gravel areas are removed to ensure that current drainage patterns are maintained.

Signage:

The applicant has not made an application for any signage at this point. All signage will need to be reviewed and approved by the City.

There are limited improvements required as a result of the applicant proposing to utilize the existing site and building. The proposed site plan generally meets the requirements established by the City. The City will need to review the proposed exterior building and site improvements to determine if they meet the intent of the City's design guidelines. The proposed parking lot striping, gravel removal and landscaping will improve the overall aesthetic quality of the site. The proposed use of the building for retail is permitted in this zoning district. The existing parking area can accommodate the use of the building as proposed. If the future use of the existing building changes or additional expansion of the site is proposed, additional review by the City may be required. This could result in additional improvements being required. It should be further noted that a restaurant would require an additional site plan review by the City to determine if it can be accommodated.

Neighbor Comments:

The City has not received any written or oral comments regarding the proposed site plan review.

Recommendation:

Staff is seeking a recommendation from the Planning Commission for the requested Site Plan Review. Should the Planning Commission make a positive recommendation to the City Council, it is recommended that the following findings and conditions be included:

1. The proposed site plan meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. Prior to the City Council's review of the site plan, the applicant shall complete the following items:
 - a. The Applicant shall address all engineering comments made in the letter from Stantec, dated September 23, 2014 and that may arise as a result of their final grading of the site.
 - b. The Applicant shall address all comments made by the Planning Commission relating to building architecture, color and materials.
 - c. The applicant shall revise the site plan to address all comments made by the City's review letter dated October 3, 2014.
 - d. The Applicant shall provide the City with a revised landscape plan.
 - e. The Applicant shall provide the City with a lighting plan indicating the proposed locations of any lights for the building and parking area.
 - f. The applicant shall address and satisfy all Fire Department comments relating to the building and site.
3. The Applicant shall pay for all costs associated with the City's review of the site plan review.

Attachments:

1. Property Pictures
2. Updated Site Plan
3. Updated Building Elevations
4. Trash Enclosure Details
5. Site Plan Review Letter (October 3, 2014)

View Looking North



View Looking South



Street View



October 3, 2014

Sean Schumacher
Schumacher Properties
4355 State Highway 55
Loretto, MN 55357

Re: Site Plan Review – Liquor Depot

Dear Sean,

Your application for a Site Plan Review was reviewed by the Planning Commission on October 2, 2014. The Planning Commission tabled your request until October 21, 2014 at 7:00 pm in order for you to provide additional information. The Planning Commission has requested additional information from you pertaining to the proposed development of the property. In order for the Planning Commission to consider approval of the site plan review, please address the following comments and resubmit the plans to the City no later than October 15, 2014. Please address the following comments made by the Planning Commission.

The City offers the following comments for review:

1. The Planning Commission would like to verify all of the proposed colors for the building. Commissioners also wanted to confirm that the existing brick on the south elevation of the building would remain unpainted? Please provide the City with color samples and additional detail on the building elevations delineating the intended colors and materials.
2. The proposed columns appear to provide some additional architectural relief to the south building elevation. The Planning Commission would like to see the base of the columns enlarged and constructed out of a masonry material rather than EIFS (i.e. a matching brick).

3. Commissioners would like to see a revised landscape plan which provides additional landscaping along the Highway 12 frontage. The landscaping should provide a layered planting scheme and can be clustered to provide additional interest. The landscaping proposed along the north property line should provide a higher level of opacity than is currently proposed. Please reconsider the proposed species and spacing. Staff can provide additional direction relating to the landscaping. Please provide the City with a revised landscape plan which addresses the comments.
4. The existing site does not have any existing parking lot lighting. In order to light the parking lot and provide lighting for the retail use of this building, a lighting plan will be required. It is anticipated that you will need to provide light poles along the south edge of the parking lot to adequately light the parking lot in accordance with the City's standards. The City has a standard light pole and fixture that should be used in order to meet the design guidelines. The lighting plan should also include any building lighting. Please provide the City with a lighting plan which includes a photometric plan.
5. The Fire Department has requested that you identify the location of the fire department connection on the building. The Fire Department would like the FDC to be located in the southwest corner of the building on the south elevation.
6. The Fire Department would like a portion of the existing gravel located on the east and north sides to remain in place to provide support for trucks driving around the building. The Fire Department recommended adding several inches of topsoil and seeding the areas over the top of the existing gravel so that the site would have the desired appearance.
7. The Fire Department noted that the building will likely need to be sprinkled in order to meet the current building codes. Please review the building and provide the City with a code analysis which looks at this issue. If the building does require a sprinkler, please verify the size of the existing water service.
8. The trash enclosure detail will need to be provided which identifies the structure and proposed buildings materials. The enclosure should be

located such that the fire department can access the north side of the building with its vehicles.

9. The Commission did discuss the intended signage for the building and wanted it noted that any signage in the downtown mixed use district would be required to meet the design guidelines and be reviewed by the City.

Please let me know if you have any questions regarding any recommendations/comments or would like additional information. Please provide a revised set of plans addressing the concerns identified in this letter.

Sincerely,



Mark Kaltsas, PLA
City of Maple Plan

CC: Tessia Melvin, City Administrator
Dan Boyum, City Engineer

Maggie McCallum

From: Jeff Carson <jac@carsoncs.net>
Sent: Thursday, September 18, 2014 3:32 PM
To: Maggie McCallum
Subject: Re: Liquor Depot. Maple Plain MN, Land Use Application

Maggie

I have reviewed the application of Schumacher Properties for a Liquor Depot and I have no comments at this time

Sent from my iPad

On Sep 16, 2014, at 12:20 PM, Maggie McCallum <mmccallum@mapleplain.com> wrote:

Hi Jeff and Gary,

Attached is the Land-Use Application for the new liquor store. Please review and make any comments if applicable.

Thanks!

Sincerely,

Maggie McCallum

<Narrative.pdf>

<Plans.pdf>

<Design_Color.pdf>

<Proposed Easement.pdf>

To: Mark Kaltsas
City Planner

From: Dan D. Boyum
City Engineer

File: 193801803

Date: September 23, 2014

Reference: Liquor Depot – Proposed Building Design and Narrative

We have reviewed the information received on September 16, 2014. The narrative dated August 27, 2014 from Paul D. Jaunich, the developer's architect, discusses the following:

- They will address all four sides of the existing building with various reliefs and aluminum panels
- striping the existing parking lot and designating two handicap parking stalls
- removing existing class 5 aggregate and placing topsoil and seeding to the south of the existing parking area
- a monument sign with landscaping will be part of a future signage package
- a 12' x 6' trash enclosure will be placed in the NE corner of the site
- class 5 around the building will be improved and will maintain positive drainage

Our comments related mostly to the site narrative would be as follows:

1. From the exterior elevation details, will there be any screening done on rooftop equipment, especially as it relates to the future residential homes that will be built to the north of this site.
2. The striping of parking stalls should match the City's standard of 9' x 20'. Handicap stalls should match ADA requirements.
3. Any work in the MNDOT ROW related to removal of existing class 5 and placement of topsoil/seeding may require a MNDOT grading and excavation permit. Topsoil should be placed at 6" based on past comments from MNDOT.
4. We can provide comments on the monument when this location and package is submitted.
5. Trash enclosures should be made of complimentary materials and colors.
6. It does not sound like the developer will be changing any drainage patterns.
7. Screening of the north side of this property from the future homes that will be built to the north should be discussed. The development to the north is showing some screening, but the combination of both properties placing some screening when a backyard of a single family home will be to the north of the facility should be considered.



September 23, 2014

Mark Kaltsas

Page 2 of 2

Reference: Liquor Depot – Proposed Building Design and Narrative

Please contact me with any questions.

STANTEC CONSULTING SERVICES INC.

Dan Boyum
Associate
Phone: (651) 604-4829
Fax: (651) 636-1311
Dan.Boyum@stantec.com

Attachment: None

c. Maggie McCallum, Tessia Melvin

Maggie McCallum

From: Gary Kroells <GKroells@westhennepin.com>
Sent: Wednesday, September 24, 2014 2:31 PM
To: Maggie McCallum; Jeff Carson(jac@carsoncs.net)
Subject: RE: Liquor Depot. Maple Plain MN, Land Use Application

Thanks for allowing me to review it. Would it be possible to see any of the lighting plans to go over crime prevention through environmental design issues. In a more basic form, Where are the exterior lights in regards to the entrances? Lights or at least motion lights should be at each point of entry. This would cut down on break ins. Lights do prevent break ins.



Chief Gary Kroells
West Hennepin Public Safety
1918 County Road 90
Maple Plain, MN 55359
Phone: 763-479-0500
Cell: 612 328-1905
Fax: 763-479-0504
westhennepin.com
gkroells@westhennepin.com

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From: Maggie McCallum [<mailto:mmccallum@mapleplain.com>]
Sent: Tuesday, September 16, 2014 12:20 PM
To: Jeff Carson (jac@carsoncs.net); Gary Kroells
Subject: Liquor Depot. Maple Plain MN, Land Use Application

Hi Jeff and Gary,

Attached is the Land-Use Application for the new liquor store. Please review and make any comments if applicable.

Thanks!

Sincerely,

Maggie McCallum