

**AGENDA**  
**MAPLE PLAIN CITY COUNCIL – CANVASSING BOARD**  
**MAPLE PLAIN CITY HALL**  
**MONDAY, NOVEMBER 10, 2014**  
**7:00 PM**

1. **CALL TO ORDER**
2. **2014 GENERAL ELECTIN**
  - A. Canvas election results: Resolution: 14-1110-1
3. **ADJOURN**

**AGENDA**  
**MAPLE PLAIN CITY COUNCIL – REGULAR MEETING**  
**MAPLE PLAIN CITY HALL**  
**MONDAY, NOVEMBER 10, 2014**  
**7:00 PM**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ADOPT AGENDA**
4. **CONSENT AGENDA**
  - A. Approve City Council minutes October 27 meeting
  - B. Approve City Council minutes from October 27 workshop
  - C. Accounts Payable
  - D. Inflow and Infiltration Correction Extension- 5340 Main Street East
  - E. Parks Commission Minutes: September 15, 2014
  - F. Planning Commission Minutes: October 2, 2014
  - G. Budd Avenue Utility Improvements- Payment Request No. 3
  - H. Main Street West and Rainbow Avenue- Utility and Street Improvements- Pay Request No. 6
5. **ADMINISTRATIVE REPORTS**
  - A. Financials through November 7, 2014
6. **OLD BUSINESS**
7. **NEW BUSINESS**
  - A. Site Plan Review: 1275 Poplar Avenue
  - B. Variance Request: 5530 Main Street West
  - C. Certification of Delinquent Utility Billing Accounts, Resolution No. 14-1110-01
  - D. 2015 Liquor License Renewal Applications
  - E. 2015 Tobacco License Renewal Applications
  - F. Main Street West and Rainbow Avenue Contract Extension

**8. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**

A. Joint City Council Meeting with Independence: Monday, November 17

**9. COUNCIL REPORTS & OTHER BUSINESS**

A. Upcoming events

**10. 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.*

**11. ADJOURNMENT**



Agenda Information Memorandum  
November 10, 2014 Maple Plain Canvassing Board

**2. 2014 GENERAL ELECTION**  
**A. CANVAS ELECTION RESULTS, RESOLUTION 14-1110-1**

**ACTION TO BE CONSIDERED**

To approve Resolution No. 14-1110-1, certifying and declaring the local election results for the November 4 General Election.

**FACTS**

- Minnesota State Statute 205.185 requires cities to certify and declare the election results between three (3) and 10 days following the election.
- The City Council acts as the Canvassing Board.
- Two (2) City Council seats on the 2014 ballot.
- Results were as follows:
 

○ City Council	Julie Maas-Kusske	448
	Michael J. DeLuca	346
	Jerry Young	257
- There were 18 write-in candidates; no write-in received more than two (5) votes.
- The City had 612 in-person voters on November 4; 49 were same-day registrants. There were also 62 persons voting absentee.
- Percentage of voters voting both election day and absentee was 62%; pre-registered voters: 1,091; number of pre-registered voters voting: 501.

**ATTACHMENTS**

Attached are a copy of Resolution 14-1110-1 certifying the 2014 Maple Plain City election results and the Abstract provided by the County.

**CITY OF MAPLE PLAIN  
RESOLUTION 14-1110-1**

**RESOLUTION CANVASSING THE VOTE AND DECLARING THE  
RESULTS OF THE 2014 GENERAL MUNICIPAL ELECTION**

**WHEREAS**, citizens of the City of Maple Plain participated in a General Municipal Election on November 4, 2014 to elect candidates to municipal office; and,

**WHEREAS**, the municipal offices elected two City Council members, all four-year terms.

**NOWHEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA**, that it hereby found and determined the results of the General Municipal Election, a copy of which is on file in the Office of the City Administrator, held in and for the City of Maple Plain on Tuesday, November 4, 2014, as contained in the certified returns of the Judges of the Election, have been canvassed by the City Council and are approved.

**BE IT FUTHER RESOLVED**, the following persons are hereby declared to be elected to four-year terms for following municipals offices commencing on January 1, 2015 and upon being sworn in to office to which they were elected:

**CITY COUNCIL MEMBER  
CITY COUNCIL MEMBER**

**JULIE MAAS-KUSSKE  
MIKE DELUCA**

This resolution was introduced by Councilmember \_\_\_\_\_. Members voting in favor \_\_\_\_\_  
\_\_\_\_\_. Members voting against:  
\_\_\_\_\_. Members absent: \_\_\_\_\_ The resolution was passed by the Maple Plain City Council this 10<sup>th</sup> day of November, 2014.

\_\_\_\_\_  
Jerry Young, Acting Mayor

ATTEST:

\_\_\_\_\_  
Tessia Melvin, City Administrator

Abstract of Votes Cast  
In the Precincts of the City of Maple Plain  
State of Minnesota  
at the 2014 State General Election  
Held Tuesday, November 4, 2014

as compiled from the official returns.

Summary of Totals  
City of Maple Plain  
Tuesday, November 4, 2014 2014 State General Election

Number of persons registered as of 7 a.m.	1091
Number of persons registered on Election Day	49
Number of accepted regular, military, and overseas absentee ballots and mail ballots	62
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	676

Summary of Totals  
City of Maple Plain  
Tuesday, November 4, 2014 2014 State General Election

**KEY TO PARTY ABBREVIATIONS**

NP - Nonpartisan

Council Member (Maple Plain) (Elect 2)

NP  
JULIE MAAS-KUSSKE  
448

NP  
MICHAEL J. DELUCA  
346

NP  
JERRY YOUNG  
257

WI  
WRITE-IN\*\*  
18

Detail of Election Results  
City of Maple Plain  
Tuesday, November 4, 2014 2014 State General Election

<b>Precinct</b>	<b>Persons Registered as of 7 A.M.</b>	<b>Persons Registered on Election Day</b>	<b>Total Number of Persons Voting</b>
27 1335 : MAPLE PLAIN P-01	1091	49	676
City of Maple Plain Total:	1091	49	676

Detail of Election Results  
City of Maple Plain  
Tuesday, November 4, 2014 2014 State General Election

Office Title: Council Member (Maple Plain) (Elect 2)

Precinct	NP JULIE MAAS-KUSSKE	NP MICHAEL J. DELUCA	NP JERRY YOUNG	WI WRITE-IN**
27 1335 : MAPLE PLAIN P-01	448	346	257	18
Total:	<b>448</b>	<b>346</b>	<b>257</b>	<b>18</b>

We, the legally constituted county canvassing board, certify that we have herein specified the names of the persons receiving votes and the number of votes received by each office voted on, and have specified the number of votes for and against each question voted on, at the 2014 State General Election held on Tuesday, November 4, 2014

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the City of Maple Plain Clerk. Witness our official signature at \_\_\_\_\_ in \_\_\_\_\_ County this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Member of canvassing board

State of Minnesota  
City of Maple Plain

I, \_\_\_\_\_, Clerk of the City of Maple Plain do hereby certify the within and foregoing \_\_\_\_\_ pages to be a full and correct copy of the original abstract and return of the votes cast in the City of Maple Plain 2014 State General Election held on Tuesday, November 4, 2014.

Witness my hand and official seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_

**Maple Plain City Council Regular Meeting  
Minutes  
Monday, October 27, 2014  
Maple Plain City Hall**

**1. CALL TO ORDER**

**Acting Mayor Young called the meeting to order at 7:09 p.m.**

Present: Councilmembers Dave Eisinger, Justin McCoy 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: Councilmember Mike DeLuca

**2. PLEDGE OF ALLEGIANCE**

**3. ADOPT AGENDA**

**Councilmember Eisinger moved to adopt the agenda with a question regarding the Accounts Payable to be addressed by staff; seconded by Councilmember McCoy. Motion passed 3-0.**

**4. CONSENT AGENDA**

Item to approve under Consent Agenda:

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

**Councilmember McCoy moved to adopt the Consent Agenda; seconded by Councilmember Eisinger. Motion passed 3-0.**

**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.*

Property owner of 1541 Three asked for an update on the City's Animal Ordinance. City Administrator Melvin, reported that the current code is being reviewed by the Planning Commission, but no decisions have been met. The Planning Commission will meet again on Thursday, November 6.

Judy Sutherland asked that the public comments be held at the end of the meeting. Councilmember McCoy stated that this could be done, but had been changed per the request of former Mayor Hackbarth.

Sutherland asked if a special election would be held for the mayor's position? Sutherland also asked what the process would be if there were a special appointment? City Attorney, Carson responded that according to state statute and City Code a special election cannot happen at this point. If the resignation or abandonment had been done prior to the candidate filing period in July, a special election would have been held. The City Council will appoint the mayor's position at the November 10 meeting.

Sutherland also asked why Roger was not given packets or allowed to speak at meetings during his censure. Melvin responded that Hackbarth was only removed from appointments and did not lose his position to vote or share comments during Council meetings. In addition, Hackbarth received all packets via online, which is why the City paid for Councilmembers to have i-pads. In addition, Melvin added that a printed copy was made for Hackbarth, per his request.

## **ADMINISTRATIVE REPORTS**

### **A. Monthly Planning Report**

Mark Kaltsas, City Planner, presented his monthly report to the Council. He reported working on amending the animal ordinance, fence ordinance, dealing with property owner nuisances and reviewing site plans for two businesses. Kaltsas added that he and the City Administrator had met with Commercial Broker, Tom Palmquist to discuss downtown development.

**Councilmember Eisinger moved to accept the Monthly Planning Report; seconded by Councilmember McCoy. Motion passed 3-0.**

### **B. Monthly Engineering Report**

Dan Boyum, City Engineer presented the monthly engineering report. Some highlights included:

- Mailboxes and street signs will be placed in the next week
- Staff is working on final punchlist for the Budd Avenue project
- Staff is working on the preliminary assessment rolls for the Council to consider

**Councilmember Eisinger moved to accept the Monthly Engineering Report; seconded by Councilmember McCoy. Motion passed 3-0.**

## **7. OLD BUSINESS**

### **A. Summary of Meeting with Metro Transit**

Melvin reported on the highlights of the meeting:

- Steve Mahowald, Metro Transit was in attendance. He explained that the route is an extension of Route 674. He stated this route was chosen because it does not cost anything. He understands that there is a more direct route available, but the changing of an existing route would cost money. He added that while it is not a direct route, the Metro Transit staff will not use ridership to determine future projects. Mahowald added that the route may become more direct in the future if the need presents itself and it is supported through their budget.
- Barb Carlson asked how the Metro Transit tracks potential ridership if they do not ride the bus. Mahowald replied that their research comprises of percent of residents employed, percent of residents that work downtown and percent of residents seeking downtown transportation.
- Two residents of Medina living across from the parking lot asked about the lights. The couple noted that they are very bright at night and shine directly into her house. Mahowald added that they will work on deflecting the lights.
- Councilmember McCoy asked if the site will be used for event parking such as State Fair or Twins Game parking. Mahowald stated he would find an answer to this question.
- There was some questions regarding metro mobility and if the park and ride would help bring them to Maple Plain. Mahowald replied that he did

not know, but would get back to the City.

## **8. NEW BUSINESS**

### **A. Site Plan Approval for Liquor Depot**

City Planner Mark Kaltsas presented a staff report to the Council. He reported that the Planning Commission reviewed the Site Plan approval at their October 6 and 21 meetings. Mark stated the applicant is seeking a site plan review to allow a Liquor Store to occupy the existing property and building. Kaltsas stated that the applicant is proposing to renovate the entire building to accommodate retail use. Kaltsas added that 5,000 square feet of the building will be used for an off-sale liquor store and the remaining 2,000 square feet will be marketed for use as retail. No tenant has been named.

Kaltsas reported that the applicant is proposing to enhance the appearance of the building by making the following improvements:

- Painting the entire exterior 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.
- Adding columns and additional windows/doors to the front façade of the building.
- 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.
- Resurfacing the wooden overhang with EIFS to modernize the appearance. In addition, the applicant is proposing to provide some canopy accents along the front façade.

Kaltsas stated that the Planning Commission approved the site plan with the following conditions:

- The proposed site plan meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
- The applicant shall address all engineering comments.

- The applicant shall address all comments made by the Planning Commission relating to the building architecture, color and materials.
- The applicant shall provide a revised landscaping plan.
- The applicant shall submit a sign permit.

Kaltsas read resolution: 14-1027-02:

WHEREAS, the City of Maple Plain (the “City) is a municipal corporation under the laws of Minnesota; and

WHEREAS, the City adopted a comprehensive plan in 2008 to guide the development of the community; and

WHEREAS, the City has adopted a zoning ordinance and other official controls to assist in implementing the comprehensive plan; and

WHEREAS, Schumacher Properties (the “Applicant”) submitted an application seeking site plan review to allow the retail use of the existing commercial building located at 5030 Highway 12 (the “Property”); and

WHEREAS, the Property is legally described as:

*Lot 3, Block 1, K-Bid Addition*

WHEREAS, the Property is zoned Mixed Use – Gateway (MU-G); and

WHEREAS the requested site plan review meets all requirements, standards and specifications of the City of Maple Plain Zoning Ordinances for property zoned Mixed Use – Gateway; and

WHEREAS the Planning Commission held a public hearing on October 2, 2014 to review the application for site plan review following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA that it should and hereby does approve the application by Schumacher Properties for site plan review per the City’s zoning regulations with the following conditions:

1. The proposed site plan meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The City Council's approval of the site plan review is subject to the applicant providing additional information and receiving City approval for 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 which provides additional detail pertaining to the proposed plantings on the property.
  - e. The Applicant shall provide the City with a revised lighting plan indicating the proposed locations of all lights for the building and parking areas. The applicant shall provide a light standard which is compatible with the architectural style of the City's standard street light (Design Guidelines).
  - f. The applicant shall address and satisfy all Fire Department comments relating to the building and site.
3. No signage was approved as a part of this review. All signage shall be reviewed and approved by the City.
4. The Applicant shall pay for all costs associated with the City's review of the site plan review.

**Councilmember McCoy moved to approve Site Plan for the Liquor Depot and resolution: 14-1027-02; seconded by Councilmember Eisinger. Motion passed 3-0.**

## **9. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**

There were no reports.

## **10. COUNCIL REPORTS AND OTHER BUSINESS**

Melvin reminded the audience that the upcoming meetings would be Monday, November, 10, for both the workshop and meeting. Melvin reminded the audience to vote on Tuesday, November 4, at the Discovery Center.

### **A. Upcoming Events**

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

- Thanksgiving Dinner on Thanksgiving Day
- View Santa: December 6

## **11. ADJOURNMENT**

**Councilmember Eisinger moved to adjourn the meeting at 7:48 p.m.: seconded by Councilmember McCoy. Motion passed 3-0.**

**Maple Plain City Council Workshop  
Meeting Minutes  
October 27, 2014  
Maple Plain City Hall**

**1. CALL TO ORDER**

**Acting Mayor Young called the meeting to order at 5:35 p.m.**

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

Absent: Councilmember Mike DeLuca

**2. ADOPT AGENDA**

**Councilmember Eisinger moved to adopt the agenda with two additional items; seconded by Councilmember McCoy. Motion passed 3-0.**

**3. MEETING WITH METRO TRANSIT, STEVE MAHOWALD**

Steve Mahowald, Metro Transit was in attendance. He began his report with the opening of the Maple Plain Park and Ride on Monday, December 15. He explained that the route is an extension of Route 674. He stated this route was chosen because it does not cost anything. He understands that there is a more direct route available, but the changing of an existing route would cost money. He added that while it is not a direct route, the Metro Transit staff will not use ridership to determine future projects. Mahowald added that the route may become more direct in the future if the need presents itself and it is supported through their budget.

Several people were in attendance. Barb Carlson asked how the Metro Transit tracks potential ridership if they do not ride the bus. Mahowald replied that their research comprises of percent of residents employed, percent of residents that work downtown and percent of residents seeking downtown transportation.

Kathy Brown asked about the lights. She lives in Medina across the street and noted that they are very bright at night and shine directly into her house. Mahowald added that they will work on deflecting the lights.

Councilmember McCoy asked if the site will be used for event parking such as State Fair or Twins Game parking.

There was some questions regarding metro mobility and if the park and ride would help bring them to Maple Plain. Mahowald replied that he did not know, but would get back to the City.

#### **4. MAIN STREET WEST AND RAINBOW AVENUE PROJECT ASSESSMENT DISCUSSION**

Melvin reported that the proper public notice has been given and residents would receive their letters next week with a proposed estimate on their property. Melvin reported that the total amount of the assessment equals \$2,607,071. Councilmember McCoy asked to see the breakdown in property owner assessments from 20 percent to 35 percent.

Councilmember Young stated that in the past assessments have been in the range of 20%-50%.

City Engineer, Dan Boyum reported that the project is about \$80,000 under budget and the City will receive \$72,000 from the Met Council to complete this project. Boyum stated that items not assessed in the project include a total of \$308,945, which includes Rainbow Park improvements and improvements to the Ravine area. Boyum stated that the work on the Halgren Water Main was also not included in the assessments.

The Council agreed that they would allow 20 year payments.

City Attorney, Jeff Carson, stated that he worked with the appraiser, which was hired by the City to determine if the project added or reduced value to property owners. Carson stated that according to the appraiser the project adds about \$15,000 to properties, except for corner lots, where the property value add is \$7,500.

Carson suggested the Council consider assessing each of the 74 properties equally. For example a 35% assessment would cost each property owner \$12,000. Boyum reported that not all properties received the same amount of work and the City Council could consider adjustments. Boyum suggested that some properties did not receive new sewer lines and others widened their driveways. Boyum stated that homeowners were given the opportunity to widen

their driveways, but at their cost. Melvin reported that one of the properties still has culverts and suggested that that property be considered for an adjustment.

There was much discussion about whether to assess by square foot of frontage or an equal amount for all property owners. Melvin reminded the Council that all previous amounts were based on square footage.

The Council asked staff to proceed with proposed estimates at 35 percent, but cap the amount at \$15,000, per the appraisal report.

## **5. INDEPENDENCE STREET PATCHWORK**

Melvin presented a quote from GMH Asphalt to patch Budd Avenue from Independence Street to the first driveway, approximately 82' x 19' for \$12,363 or patch and overlay the same area for \$17,981. The Council agreed that this area was in poor shape, but wanted to wait for the Pavement Maintenance and Improvement Plan to make decisions. In addition, the Council added it would need to come from the 2015 budget.

## **6. PURCHASING**

Melvin asked the Council to table this item until the next workshop, due to time. The Council agreed.

## **7. OTHER BUSINESS**

A. Melvin asked the Council to consider the request of Clair Rood to assist with the payment of parking lot repairs at 5260 Independence Street. The Council stated that this issue had been presented in the past, and they are not willing to pay for his repairs. They agreed to rebuild the entire area, but assess the property owner the full cost of the project.

B. Melvin read a statement provided by Chuck Millar, resident of 5960 Main Street West. His statement reported the miscommunications between City Engineer and the Contractor of the project. As a result, his curb box was not put in at the proper level, as the Contractor assumed the driveway would not be widened past the curb box. As a result, the entire water service line from the curb box is at 5 feet, instead of the 6-8 feet required in the job specifications.

Boyum added that the contractor would be responsible for insulating the pipe within the City's right of way, which is about 6.5 feet; however, he did not feel that the contractor would replace the additional 16-23 feet.

There was much discussion on this topic. While an estimate was provided to replace the water service line at about \$5,000; Councilmember McCoy asked staff to get a quote on directional drilling that would allow the replacement of the service line at the proper depths.

### **13. RECESS MEETING**

**Councilmember McCoy moved to recess the meeting at 6:55p.m.; seconded by Councilmember Eisinger. Motion passed 3-0.**

**Councilmember McCoy moved to reopen the meeting at 8:30p.m.; seconded by Councilmember Eisinger. Motion passed 3-0.**

Melvin asked the Council for permission to rekey the public works building and City Hall. She reported that there are many keys throughout the City and staff has reported visitors during weekend hours. The Council agreed to have the locks changed.

**Councilmember McCoy moved to adjourn the meeting at 8:45p.m.; seconded by Councilmember Eisinger. Motion passed 3-0.**

6300 SHINGLE CREEK PARKWAY STE 305  
MINNEAPOLIS, MN 55430-2190  
(763)-561-2800

October 29, 2014

CITY OF MAPLE PLAIN  
ATTN: MAGGIE MCCALLUM  
P.O. BOX 97  
MAPLE PLAIN, MN 55359

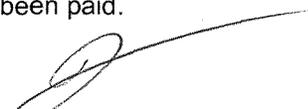
Professional Services

	<u>Amount</u>
<u>..Civil</u>	
9/29/2014 Conference with Gary Kroells regarding employment matter	46.67
Conference with attorney Carson regarding open files, meeting issues, update/note files, review correspondence, notes	46.67
10/2/2014 Workers Compensation Issue --Review of documents and correspondence from the League and conference with Tessia	70.00
10/6/2014 Prepare for staff meeting, review West Main project and Rose Creek project	140.00
10/7/2014 Staff meeting, prepare and attend	280.00
10/8/2014 Review email from Tessia and conference with Tessia	70.00
10/10/2014 Conference with Tessia, review agenda for 10/13	93.33
10/13/2014 Prepare for workshop and city council meeting; review Waytas appraisal and prepare for closed session and conference with Tessia and council members	350.00
Attend workshop meeting	210.00
Attend city council meeting	186.67
10/23/2014 Conference with Tessia regarding the agenda	46.67
SUBTOTAL:	[ 1,540.01]
<u>.Hackbarth Resolution</u>	
9/30/2014 Review of code and League information regarding vacation of office	70.00
10/1/2014 Further conferences with Tessia regarding vacation/abandonment of office (Mayor), review emails regarding observations of Mayor and review Minn Stat. 412.02	140.00
10/2/2014 Work on resolution of vacation for office and review of city council responses regarding Mayoral activities	140.00
10/3/2014 Further work on resolution declaring vacancy in office and conference with Tessia	233.33
10/7/2014 Correspondence to city council regarding resolution involving mayoral vacation of office	70.00
10/9/2014 Conference with city council regarding resolution vacating office of Mayor	233.33
10/14/2014 Conference with news reporter regarding status of council vacancy	46.67

	<u>Amount</u>
10/17/2014 Receipt of executed resolution and forward to Mr. Hackbarth	46.67
SUBTOTAL:	[ 980.00]
<u>.Rose Creek Builders</u>	
10/2/2014 Review of file, send draft of purchase agreement to Tessia	46.67
SUBTOTAL:	[ 46.67]
<u>.Shenk</u>	
9/29/2014 Review information from the League of Cities attorney	70.00
SUBTOTAL:	[ 70.00]
<u>.West Main Street Rainbow Project</u>	
10/3/2014 Review Waytas correspondence to residents and correspondence to Tessia	46.67
10/8/2014 Conference with Tessia and Waytas regarding Alger appraisal	70.00
10/10/2014 Review correspondence to and from Waytas and review appraisal (p.m.)	93.33
10/23/2014 Review information from Waytas and conference with Waytas and Tessia	93.33
10/24/2014 Correspondence to Waytas and conference with Tessia	46.67
SUBTOTAL:	[ 350.00]
<u>.Xcel Franchise 2012</u>	
9/29/2014 Review file for meeting with Tessia on 9/30	233.33
9/30/2014 Meet with Tessia and Mark regarding zoning definitions; franchise for Xcel Energy; draft Xcel franchise agreement and send to Tessia	490.00
10/1/2014 Review and send draft to Tessia	70.00
SUBTOTAL:	[ 793.33]
10/3/2014 Review data practices act, research cases and prepare email	332.50
SUBTOTAL:	[ 332.50]
<u>Criminal</u>	
9/29/2014 Correspond with witnesses, defense attorneys, defendants, victims, review discovery, motion documents, correspond with court, note files	23.75
10/2/2014 Phone call with witness and tow company	63.33
Phone call with defense attorney, review reports	47.50
10/3/2014 Handle arraignment/pretrial calendar at Ridgedale court	142.50
10/6/2014 Prepare disposition letter and follow up instructions to assistants	15.83
Draft plea petition by mail	31.67

	<u>Amount</u>
10/7/2014 Review reports and phone calls with defense attorneys	31.67
10/8/2014 Prepare disposition letter	15.83
10/15/2014 Preparation of one complaint	40.00
10/16/2014 Prepare files for court on 10/17, research criminal histories in MNCIS, review police reports	23.75
10/17/2014 Handle arraignment/pretrial hearings at Ridgedale court, correspond with defendants, draft agreements, exchange discovery, communicate with court	213.75
	95.00
10/24/2014 Handle court trial at Ridgedale court	95.00
10/24/2014 Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	52.50
Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	183.75
Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period	26.25
<b>SUBTOTAL:</b>	<u>[ 1,007.08]</u>
<u>Vehicle Forfeiture:</u>	
10/24/2014 Review police reports, review cases in MNCIS and update status of forfeitures	31.67
<b>SUBTOTAL:</b>	<u>[ 31.67]</u>
<b>For professional services rendered</b>	<b>\$5,151.26</b>
<b>Previous balance</b>	<b>\$4,336.35</b>
10/17/2014 Payment - thank you	(\$4,336.35)
<b>Total payments and adjustments</b>	<u><b>(\$4,336.35)</b></u>
<b>Balance due</b>	<u><b>\$5,151.26</b></u>

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.

  
 Jeffrey A. Carson, City Attorney

**CITY OF MAPLE PLAIN**  
**Payments**

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**Current Period: November 2014**

Batch Name	11/06/14 PAY	User Dollar Amt	\$25,265.02		
	Payments	Computer Dollar Amt	\$25,265.02		
			\$0.00	<b>In Balance</b>	
Refer	19631	<i>BUDGET PRINTING CENTER</i>	-		
Cash Payment	E 101-41500-204	Envelopes & Letterhead	Envelopes		\$232.49
		Invoice	6154		
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$232.49
Refer	19632	<i>BELAYHOST</i>	-		
Cash Payment	E 101-41500-309	EDP, Software and Desi	Email Filter- Sept		\$18.00
		Invoice	27641		
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$18.00
Refer	19633	<i>BAUERSCHMITT, STAN</i>	-		
Cash Payment	E 101-41940-310	Janitorial Services	Janitor- City Hall		\$150.00
		Invoice			
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$150.00
Refer	19634	<i>BANYON</i>	-		
Cash Payment	E 602-49450-309	EDP, Software and Desi	UB Support		\$397.50
		Invoice			
Cash Payment	E 601-49400-309	EDP, Software and Desi	UB Support		\$397.50
		Invoice			
Cash Payment	E 101-41500-309	EDP, Software and Desi	Payroll and Fund A. Support		\$1,590.00
		Invoice			
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$2,385.00
Refer	19635	<i>CENTERPOINT ENERGY MINNEGA</i>	-		
Cash Payment	E 101-41940-383	Gas Utilities	City Hall Utilities		\$50.72
		Invoice			
Cash Payment	E 101-41940-383	Gas Utilities	Public Works Utilities		\$34.74
		Invoice			
Cash Payment	E 601-49400-383	Gas Utilities	Water Treatment Plant Utilities		\$93.38
		Invoice			
Cash Payment	E 602-49450-383	Gas Utilities	Lift Station		\$29.14
		Invoice			
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$207.98
Refer	19636	<i>ERICKSON, ROLF E.A.</i>	-		
Cash Payment	E 101-41550-305	Assessing Services	Assessing Services- October		\$1,304.70
		Invoice			
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$1,304.70
Refer	19637	<i>ECM PUBLISHERS INC</i>	-		
Cash Payment	E 101-41420-351	Legal Notices Publishing	Street Assessment Meeting Notification		\$104.09
		Invoice	157502		
				Project 2014A	
Cash Payment	G 101-20216	Site Plan Escrow	Poplar Avenue LUA		\$30.84
		Invoice	155340		
				Project POP14	
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$134.93
Refer	19638	<i>FRONTIER</i>	-		
Cash Payment	E 601-49400-321	Telephone	Water Treatment Plant- Phone		\$59.84
		Invoice			

**CITY OF MAPLE PLAIN**  
**Payments**

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Current Period: November 2014

Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$59.84</b>
Refer	19639 <i>G &amp; K SERVICE</i>	-			
Cash Payment	E 101-43000-417 Uniform Rentals	Uniforms			\$233.48
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$233.48</b>
Refer	19640 <i>HAWKINS INC.</i>	-			
Cash Payment	E 601-49400-216 Chemicals & Chemical P	Water Chemicals			\$25.00
Invoice	3659486				
Cash Payment	E 601-49400-216 Chemicals & Chemical P	Water Chemicals			\$5.00
Invoice	3659310				
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$30.00</b>
Refer	19641 <i>SIGNS BY JON</i>	-			
Cash Payment	E 101-41940-223 Building Repair Supplies	Maple Plain Logo- City Hall			\$410.00
Invoice	1704				
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$410.00</b>
Refer	19642 <i>LEAGUE OF MN CITIES INS TRUST</i>	-			
Cash Payment	E 101-41500-361 General Liability Insuran	Insurance Deducible			\$250.00
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$250.00</b>
Refer	19643 <i>MEDIACOM</i>	-			
Cash Payment	E 601-49400-321 Telephone	Water Treatment Plant			\$89.90
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$89.90</b>
Refer	19644 <i>MAPLE PLAIN TOWN TEAM</i>	-			
Cash Payment	E 101-45200-530 Improvements Other Tha	Timpe Field- Concrete for dugouts			\$645.00
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$645.00</b>
Refer	19645 <i>NW HENN LEAGUE MUNICIPALITI</i>	-			
Cash Payment	E 101-41110-433 Dues & Subscriptions	2015 Membership Dues			\$200.00
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$200.00</b>
Refer	19646 <i>OFFICE DEPOT</i>	-			
Cash Payment	E 101-41500-201 Office Supplies	Office Supplies			\$135.60
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$135.60</b>
Refer	19647 <i>RELIANCE STANDARD</i>	-			
Cash Payment	G 101-21715 Long-Term Disability	Long-term disability			\$27.71
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$27.71</b>
Refer	19648 <i>TESSIA MELVIN</i>	-			
Cash Payment	E 101-41500-321 Telephone	Phone- November			\$50.00
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$50.00</b>
Refer	19649 <i>UMR GEOTHERMAL</i>	-			

CITY OF MAPLE PLAIN

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Payments

Current Period: November 2014

Cash Payment	E 101-41940-401 Building Repair & Mainte	Maintenance- City Hall			\$157.40
Invoice 7932					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$157.40
Refer	19650	WARNING LITES	-		
Cash Payment	E 101-43100-311 Contract Service	Construction Barricades			\$312.00
Invoice Project 2014B					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$312.00
Refer	19651	INTEREUM INC	-		
Cash Payment	E 101-41110-570 Office Equipment & Furn	CC Tables			\$1,258.30
Invoice 100200					
Cash Payment	E 101-41500-570 Office Equipment & Furn	CH Tables			\$1,258.29
Invoice 100200					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$2,516.59
Refer	19652	XCEL ENERGY	-		
Cash Payment	E 601-49400-381 Electric Utilities	WTP			\$2,011.63
Invoice					
Cash Payment	E 101-43160-381 Electric Utilities	Main Street			\$21.17
Invoice					
Cash Payment	E 101-43160-381 Electric Utilities	Oak Street			\$12.80
Invoice					
Cash Payment	E 101-43160-381 Electric Utilities	Street Lights			\$1,968.93
Invoice					
Cash Payment	E 101-43160-381 Electric Utilities	Park & Pool			\$43.16
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	\$4,057.69
Refer	19653	CARSON & CLELLAND	-		
Cash Payment	E 101-41610-304 Legal Services	General			\$980.00
Invoice					
Cash Payment	G 101-20212 Planned Unit Develop. Escro	Rose Creek			\$46.67
Invoice Project 2014D					
Cash Payment	E 101-41610-304 Legal Services	General			\$70.00
Invoice					
Cash Payment	E 101-41610-304 Legal Services	MSW/Rainbow			\$350.00
Invoice Project 2014A					
Cash Payment	E 101-41610-304 Legal Services	General			\$793.33
Invoice					
Cash Payment	E 101-41610-304 Legal Services	General			\$332.50
Invoice					
Cash Payment	E 101-42110-304 Legal Services	Criminal			\$1,007.08
Invoice					
Cash Payment	E 101-42110-304 Legal Services	Criminal			\$31.67
Invoice					
Cash Payment	E 101-41110-304 Legal Services	CC Meetings			\$746.67
Invoice					
Cash Payment	E 101-41610-304 Legal Services	Staff Meetings			\$420.00
Invoice					
Cash Payment	E 101-41610-304 Legal Services	General			\$373.34
Invoice					

**CITY OF MAPLE PLAIN**  
**Payments**

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**Current Period: November 2014**

Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$5,151.26</b>
Refer	19654	<i>ORONO COMMUNITY EDUCATION</i>			
Cash Payment	E 101-46630-490	Civic Organization Donat	2014 Summer Recreation		\$2,225.52
Invoice	11414				
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$2,225.52</b>
Refer	19655	<i>GOPHER STATE ONE-CALL, INC.</i>			
Cash Payment	E 101-43000-437	Miscellaneous	Locates- October		\$43.50
Invoice	126108				
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$43.50</b>
Refer	19668	<i>HACH CO.</i>			
Cash Payment	E 601-49400-216	Chemicals & Chemical P	WTP Supplies		\$156.73
Invoice	9079120				
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$156.73</b>
Refer	19669	<i>CRYSTEEL TRUCK EQUIP, INC</i>			
Cash Payment	E 101-43100-221	Equipment Parts	Vehicle Supplies		\$65.66
Invoice	FP156993				
Cash Payment	E 101-43000-404	Machinery & Equipment	Vehicle Supplies		\$2,055.00
Invoice					
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$2,120.66</b>
Refer	19670	<i>COMPASS MINERALS AMERICA</i>			
Cash Payment	E 101-43100-311	Contract Service	Salt		\$1,709.04
Invoice	71236972				
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$1,709.04</b>
Refer	19671	<i>HEIFORT SECURITY</i>			
Cash Payment	E 101-41500-437	Miscellaneous	Moving Safe		\$250.00
Invoice	2181				
Transaction Date	11/6/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$250.00</b>

**Fund Summary**

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$21,999.40
601 WATER FUND		\$2,838.98
602 SEWER FUND		\$426.64
		<u>\$25,265.02</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$25,265.02
<b>Total</b>	<b>\$25,265.02</b>



Agenda Information Memorandum  
November 10, 2014 Maple Plain City Council

**4. CONSENT AGENDA**  
**D. INFLOW & INFILTRATION CORRECTION EXTENSION**  
**1655 MARSH AVENUE**

**ACTION TO BE CONSIDERED**

To approve a request from James Gehrey, 5340 Main Street East, to extend the completion date for an inflow and infiltration correction to December 31, 2015.

**FACTS**

- The inspection of 5340 Main Street East for inflow and infiltration was completed in 2011. The identified correction will require sewer lateral repair.
- The repair deadline is scheduled for December 31, 2014.
- The property owner sought an extension at the November 25, 2013 regular City Council meeting. The request was granted.
- The property owner is seeking an additional six-month to one-year extension to perform the required correction.
- Approval of the request (i.e. duration) is similar to others previously granted.

**ATTACHMENTS**

Attached on page(s) \_\_\_\_ through \_\_\_\_ is a copy of the extension request letter from resident James Gehrey.

**JAMES P. GEHREY**

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5340 Main Street East  
Maple Plain, MN 55359-9696  
Phone (763) 479-1650

November 3, 2014

Maple Plain City Council  
City Hall  
Maple Plain, MN

RE: Request for extension-I/I sewer repair 5340 Main Street

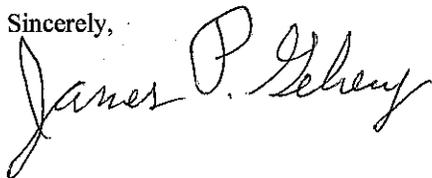
Gentlemen:

A recent injury, hospitalization and ongoing physical rehabilitation prevents me from completing my sewer repair during this construction season.

Please grant me an extension for this repair.

Thank you for your consideration.

Sincerely,



**Maple Plain Park Commission  
Meeting Minutes  
September 15, 2014  
Maple Plain City Hall  
7:00 PM**

**I. CALL TO ORDER**

**John Timpe, Chair, called the meeting to order at 7:01 p.m.**

Present: Commission Chair, John Timpe; Park Commissioners Jeff Brown. Jessi Lillejord, Dana Oas, Mike Rippberger; Council liaison Jerry Young; and Assistant to the City Administrator, Maggie McCallum.

Absent: Park Commissioner Lyle Brandt

**II. ADOPT AGENDA**

**Oas moved to adopt the agenda; Young seconded. Motion passed 3-0.**

**III. CONSENT AGENDA**

**Oas moved to adopt the Consent Agenda; Brown seconded. Motion passed 3-0.**

Item(s) approved under the Consent Agenda:

- A. Approve the August 18, 2014 regular meeting minutes.

**Commissioner Ripperberger entered the meeting at 7:04 p.m.**

**IV. ADMINISTRATIVE REPORTS**

**A. Park Commission Budget Update**

Assistant to the City Administrator, Maggie McCallum, provided a budget update to the Commission.

McCallum informed that the city paid for the additional sets of pickleball paddles.

**B. Maple Plain Days Update**

Assistant to the City Administrator, Maggie McCallum, provided an update on the 2014 Maple Plain Days.

Commissioner Brown asked if personal thank you cards were being sent to sponsors and volunteers. McCallum responded that the Maple Plain Days Committee sent out thank you cards.

Brown suggested that next year the Committee look into doing more kids activities.

**Commissioner Lillejord entered the meeting at 7:07 p.m.**

Council Liaison Young informed that he had received all positive feedback about the event. Young stated that the Committee is considering some changes to the event such as a two-day event instead of a three-day event, more food vendors, change in location and changes to the movie in the park.

Commissioner Lillejord said that the movie in the park with her kids and that it was a great event. She stated that she would like to see it stay on Thursday.

The Park Commission discussed the event further.

## **V. OLD BUSINESS**

### **A. Park at Northside Park**

Assistant to the City Administrator, Maggie McCallum reintroduced this item to the Commission.

She asked the Commission to discuss the potential plans for the current outdated swings and diggers at Northside Park.

Oas suggested that a volleyball court could be placed by the basketball court.

Young suggested that the Commission revisit its short-term and long-term planning goals for large and small projects. He stated that this would allow for a plan moving forward and will provide the Council with a future vision for the parks.

## **VI. NEW BUSINESS**

## **VII. COMMISSION REPORTS & OTHER BUSINESS**

Young informed that the Council was looking into paving the trail at Rainbow Park. He stated that the parking lot will be paved with the Main Street West and Rainbow Avenue Project.

Brown stated that it would increase usage of the trail.

Lillejord agreed stating that it is currently hard to maneuver a stroller on the trail.

Young asked if planning for the ice rink should begin.

Lillejord stated that it would be a good time to start getting volunteers organized. Lillejord volunteered to get the scheduling system for volunteers more organized.

Young asked that the City put something in the upcoming newsletter asking for volunteers.

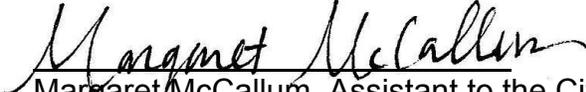
Lillejord asked about creating a possible trail connection across Halgren. McCallum stated that she would look at the City's Walking and Biking Plan.

## **VIII. VISITORS TO BE HEARD**

## **IX. ADJOURNMENT**

**Young moved to Adjourn; Oas seconded. Motion passed 5-0. Meeting adjourned at 8:07 p.m.**

*Prepared by*



Margaret McCallum

Margaret McCallum, Assistant to the City Administrator

**City of Maple Plain Planning Commission  
Meeting Minutes  
October 2, 2014  
7 p.m.**

**1. CALL TO ORDER**

**Chair Bliss called the meeting to order at 7 p.m.**

Present: Chair Michele Bliss and Commissioners John Fay, Stephen Shurson, Barb Rose and Mardelle DeCamp. Also in attendance were City Planner, Mark Kaltsas and City Administrator, Tessia Melvin.

Councilmember Liaison, Dave Eisinger arrived five minutes late.

**2. PLEDGE OF ALLEGIANCE**

**3. ADOPT AGENDA**

**Commissioner DeCamp moved to adopt the Agenda; Commissioner Shurson seconded. Motion passed 5-0.**

**4. CONSENT AGENDA**

- A. Minutes from June 5, 2014 Meeting**
- B. Minutes from September 4, 2014 Meeting**

**Commissioner DeCamp moved to accept the June 5 and September 4 minutes with minor changes; Commissioner Fay seconded. Motion passed 5-0.**

**5. PUBLIC HEARING TO CONSIDER A SITE PLAN REVIEW, VARIANCE AND SUBDIVISION**

**TO PERMIT A LOT COMBINATION FOR THE TWO PROPERTIES LOCATED AT 1675 SPRING AVENUE (PID NO. 24-118-24-0010 AND 24-18-24-33-0009)**

The Public Hearing opened at 7:26 p.m.

City Planner Mark Kaltsas presented a staff report to the Commission. Kaltsas reminded the Commission that the applicant was at the September meeting with two proposed buildings for the site. After their discussion, the applicant has found another proposed building and prepared the site plan to include building

elevations to illustrate the intended improvements, colors and building materials for the new buildings. In addition, the site plan included an updated parking plan, landscaping plan and proposed setbacks.

The applicant Traci King was in attendance along with Carol King for questions. Kaltsas added that the former owner had proposed a site plan and lot combination, but that it did not go through the Planning Commission. King would like to relocate a dog grooming business from to Maple Plain from Minnetonka.

Kaltsas provided his staff report to the Commission. He 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.

Kaltsas reported that the south side of the property currently has an opaque fence, which the applicant will leave. The neighbor of the adjoining property was concerned that the fence would be removed and his property would look directly at the business.

Kaltsas noted that the applicant is looking for a variance for the parking lot. Currently the City Code suggests that properties along Highway 12 should have a 50 ft setback, unless it hinders that business. If the setback hinders the business, the owner should apply for a variance.

Kaltsas noted that the parking lot plan did not include lighting, but that staff would suggest that lighting be included in the report to the City Council. The current landscaping plan includes three sides of landscaping. Kaltsas added that staff recommends some landscaping between the building and the residence even though a fence does exist.

Carol King, added that this location is not in the downtown area and is difficult for customers to access as it does not have Highway 12 access. In addition, it is a very small lot for a business, so she asked the Planning Commission to consider this when they review the plan.

Chair Bliss asked about a second floor to the building and if MnDot agreed with the variance for the parking lot. City Administrator Melvin, added that the current 50 ft setback is a City ordinance and not a MnDot mandate. Kaltsas responded that the proposed building does not have a second floor and all of the specs currently meet the fenestration percentages.

Commissioner Shurson asked about the parking lot and if it would provide sufficient parking and meet the City's Code. Kaltsas responded that due to the cul-de-sac, there are not many options for the parking lot, but it does meet the City's code and the cul-de-sac also allows for on-street parking. Kaltsas added that the business is not intended to have customers parked for a long period of time as customers are generally dropping off or picking up.

Commissioner Fay added that he has no problem with the variance or the lot combination, but he is concerned about the proposed site plan. He stated that it appears that the applicant is pulling a commercial building into a residential area. In his interpretation of the Design Guidelines, he does not believe that the intent of the guidelines is to provide another home that business is done out of. He believes that it should look like a business.

Commissioner Shurson concurred with Fay and added that he is not comfortable with the architectural designs presented.

Commissioner DeCamp asked what will grow in window boxes on the east side of the building. Carol King replied that they have flowers that will grow in shade and sun. King added that this location is not the downtown area, but a transitional area. It is where the downtown begins, but also includes residences.

Commissioner Rose added that she believed the plan was a great fit for the two properties. She stated that it cleans up the area, provides a new business to Maple Plain and adds charm to the neighborhood. Commissioner Fay followed up that the intent of the Comprehensive Plan is to create vision for the future of Maple Plain and the Design Guidelines were created to achieve this vision. Traci King commented that this is a good transition for the City. The current lot has been vacant since 2006 and it is an improvement to the area. She added that this property would be hard to develop for any business because of its location, the lot size and the lack of Highway 12 accessibility.

In response to the wood siding by several Commissioners, Melvin commented that McGarry's is all wood, and this would be similar. The City's intent is to create a future, while welcoming businesses.

Julie Maas-Kusske, resident of Maple Plain, added that she believes the site plan looks great. She added that it should look like a home, as it sits in a residential neighborhood. She also commented that it is a great improvement to the area.

The Public Hearing Closed at 8 p.m.

Chair Bliss asked for a vote. Commissioner Shurson asked if the three items could be separated when voted.

**Commissioner Fay moved to accept the variance and the subdivision to permit a lot combination for the two properties located at 1675 Spring Avenue; seconded by Commissioner Shurson. Motion passed 5-0.**

**Commissioner DeCamp moved to accept the site plan review; seconded by Commissioner Rose. Motion passed 3-2, with Commissioners Fay and Shurson voting against the site plan approval.**

## **6. PUBLIC HEARING TO CONSIDER SITE PLAN REVIEW TO ALLOW A NEW LIQUOR BUSINESS TO OCCUPY THE EXISTING BUILDING AT 5030 HIGHWAY 12.**

The Public Hearing opened at 8:30 p.m.

The public hearing was continued at 8:45 p.m. as the applicant was not in the audience and the Planning Commission had several questions for the applicant.

Kaltsas provided a report on the current site plan. The current applicant is seeking site plan approval for a 7,000 square foot building, which 5,000 square feet would be utilized as a liquor store and the additional 2,000 square feet would be occupied with a leased tenant, which has not been determined to date. Melvin noted that the applicant was not present.

Kaltsas reported that the applicant plans to improve the exterior by making the following improvements:

1. Painting the entire building using colors found in the Design Guidelines. Staff has met with the applicant and suggested using earth tones.
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. These would not be done until the leased tenant is determined, so that the fenestration meets their needs.
4. Resurfacing the wooden overhang with EIFS (similar to stucco) to modernize the appearance. In addition, the applicant is proposing some canopy accents along the front façade.

Kaltsas reported on the architectural design being proposed by the applicant:  
The front façade will include:

- 40% windows/openings (39% is being proposed)
- 25% brick/stone/hardie board (28% is being proposed)

10% other materials (12% is being proposed)

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)

Kaltsas also reported that the applicant is proposing to make improvements to the site which will address parking, a trash enclosure and landscaping. The applicant is proposing 28 parking spaces for the property. In addition, the applicant is proposing to screen the north property line from the potential adjacent residential development. Kaltsas added that the existing gravel areas would be removed and grass planted.

Commissioner DeCamp asked if the City needed another liquor store. The Commission commented on this. Melvin stated that the City Council can determine the amount of liquor stores in town, and while they understood two already existed, this was approved by a 5-0 vote. Melvin commented that the Council appreciated the amount of money being spent on this project to bring it up to Design Guidelines. Melvin added that the liquor license is dependent upon the approval of the site plan and the Design Guidelines.

Chair Bliss asked about the signage for business. Commissioner Shurson added that UFC brought the sign permit along with the site plan. Kaltsas added that they will have to complete a sign permit and meet the City Code.

Commissioner Shurson asked questions about the landscaping plan. He was concerned about the landscaping in front of the building and suggested not screening the parking lot. In addition, he asked that the applicant provide more of a variety of trees. Commissioner Shurson commented on the selected trees that they are short and skinny, which may not create the best screening.

Kaltsas reported that staff has met with the applicant and his architect twice to help them understand the Design Guidelines. He added that landscape for the parking lot is not included in the Design Guidelines because it is under 40 stalls. He also added that streetscaping in the Design Guidelines are different for properties along Highway 12.

Councilmember Eisinger asked if some of the gravel could remain, and topsoil placed on top of it to allow fire trucks better access.

Commissioner Rose asked why work was being done inside without the site plan approval. Melvin responded that they pulled a building permit to begin the work and that the site plan approval needs to occur in order for the liquor license to be approved by the City Council.

Commissioner Rose asked what color the brick was as it was not clear in the plan. Commissioner Shurson added that the Commission would need to see the color of the overhang. Commissioner DeCamp concluded that the building is old and there is only so much that can be done with an old building.

Melvin added that the Council brought up the need to have decorative lighting at their Council meeting. Commissioner Fay asked that the Commission table this item until another meeting, as the applicant is not here to answer questions. The Commission discussed and agreed to meet on Tuesday, October 21 at 7 p.m.

Chair Bliss asked staff to provide the following recommendations to the applicant.

- Color samples
- Column details
- Landscaping plan
- Lighting plan

**Commissioner Shurson moved to table the Site Plan Review; seconded by Commissioner Rose. Motion passed 5-0.**

#### **7. PUBLIC HEARING TO CONSIDER TEXT AMENDMENTS FOR THE FOLLOWING MAPLE PLAIN ORDINANCES:**

- a. Title IX, Chapter 92: Animals, Consideration to amend the ordinance to further define the total number permitted and the type of animals permitted.**
- b. Title XV, Land Usage Chapter 153.063: General Fencing, Screening, Landscaping, and Storage, Consideration to amend the ordinance to provide more details pertaining to fencing requirements and fencing permits.**

The public hearing to discuss Text Amendments was opened at 9:36 p.m. No comments were received. The Commission agreed to continue discussion at the next Planning Commission meeting.

#### **8. ADMINISTRATIVE REPORTS**

No Administrative Reports updates were provided.

#### **9. OLD BUSINESS**

The only item that was to be discussed was scheduling a workshop. This item was not discussed, but due to workload will get rescheduled to December.

#### **10. NEW BUSINESS**

No new business was discussed.

## **11. COMMISSION REPORTS AND OTHER BUSINESS**

It was discussed by the Commission to hold another Planning Commission meeting for Tuesday, October 21, to continue to discuss topics from tonight's meeting. In addition, the Commission asked that the applicants be present. It was agreed to have a meeting on Tuesday, October 21, at 7 p.m.

## **12. VISITORS TO BE HEARD**

*Note: this is a courtesy extended to persons wishing to address the Commission who are not on the agenda. A completed public comment form should be presented to the City Administrator prior to the meeting. The presentation will be limited to 3 minutes. The session will be limited to 15 minutes.*

There were no visitors to be heard.

## **12. ADJOURNMENT**

**Commissioner Rose moved to adjourn the meeting at 9:38 p.m.;**  
**Commissioner Fay seconded. Motion passed 5-0.**



Agenda Information Memorandum  
November 10, 2014 - Maple Plain City Council

#### **4. CONSENT AGENDA**

#### **G. BUDD AVENUE UTILITY IMPROVEMENTS – PAYMENT REQUEST NO. 3**

#### **ACTION TO BE CONSIDERED**

To approve payment to G.F. Jedlicki, Inc. in the amount of \$19,380.01 for work done to date on the above referenced project.

#### **FACTS**

- G.F. Jedlicki, Inc. began work on the project on August 18, 2014. Initial construction was planned to begin before this date; however the work was delayed until after Maple Plain Days.
- The City approved a bond used for project funding in 2013.
- This payment request reflects work on improvements to date.
- At this time, the Contractor has completed the utilities, asphalt pavement, and restoration.
- Besides the change order work approved at the October 13 Council Meeting, additional traffic control was needed on this project as part of the planned start/delay until after Maple Plain Days/County adjustment in detour route.
- Punchlist work is the remaining items left on this project.

#### **ATTACHMENTS**

Attached on page(s) \_\_\_\_ through \_\_\_\_ is Payment Request No. 3.



Owner: City of Maple Plain, P. O. Box 97, Maple Plain, MN 55359	Date: November 6, 2014
For Period: 10/1/2014 to 11/6/2014	Request No: 3
Contractor: G. F. Jedlicki, Inc., 14203 West 62nd St., Eden Prairie, MN 55346	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
 BUDD AVENUE UTILITY IMPROVEMENTS  
 STANTEC PROJECT NO. 193802383

SUMMARY

1	Original Contract Amount		\$	<u>267,302.00</u>
2	Change Order - Addition	\$	<u>8,922.50</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>276,224.50</u>
5	Value Completed to Date		\$	<u>283,755.50</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>283,755.50</u>
8	Less Retainage 5%		\$	<u>14,187.77</u>
9	Subtotal		\$	<u>269,567.73</u>
10	Less Amount Paid Previously		\$	<u>250,187.72</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>3</u>		\$	<u><u>19,380.01</u></u>

Recommended for Approval by:  
**STANTEC**

Approved by Contractor:  
**G. F. JEDLICKI, INC.**

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
<b>BASE BID:</b>							
1	MOBILIZATION	LS	1	6900.00		1	\$6,900.00
2	TRAFFIC CONTROL	LS	1	15400.00		1.2	\$18,480.00
3	SAWCUT BITUMINOUS PAVEMENT	LF	380	5.00		368	\$1,840.00
4	REMOVE BITUMINOUS PAVEMENT	SY	1850	4.00		1924	\$7,696.00
5	REMOVE CONCRETE CURB & GUTTER	LF	40	4.00		15	\$60.00
6	REMOVE CONCRETE SIDEWALK	SY	30	4.00			\$0.00
7	PATCH BITUMINOUS STREET	SY	1850	37.00	450	1850	\$68,450.00
8	4" CONCRETE SIDEWALK	SY	30	65.00			\$0.00
9	REMOVE SANITARY SEWER MANHOLE	EA	2	1500.00		2	\$3,000.00
10	REMOVE SANITARY SEWER PIPE	LF	60	18.00		48	\$864.00
11	ABANDON SANITARY SEWER PIPE	LF	401	12.00		413	\$4,956.00
12	SILT FENCE, MACHINE SLICED	LF	175	4.00		100	\$400.00
13	INLET PROTECTION	EA	5	150.00		5	\$750.00
14	TEMPORARY CONSTRUCTION ENTRANCE	EA	2	740.00		1	\$740.00
15	COMMON EXCAVATION	CY	420	22.00		1100	\$24,200.00
16	RESTRICTED TRENCH	LF	290	27.00		290	\$7,830.00
17	10" PVC SANITARY SEWER	LF	295	85.00		295	\$25,075.00
18	IMPROVED PIPE FOUNDATION	LF	295	3.00		295	\$885.00
19	CONNECT TO EXISTING SANITARY SEWER	EA	6	1200.00		6	\$7,200.00
20	10" x 4" PVC WYE	EA	3	400.00		1	\$400.00
21	4" PVC SANITARY SEWER SERVICE	LF	90	35.00		11	\$385.00
22	CONNECT TO EXISTING SERVICE	EA	3	500.00		1	\$500.00
23	BYPASS PUMPING	LS	1	10410.00		1	\$10,410.00
24	22" STEEL CASING, JACKED	LF	115	390.00		115	\$44,850.00
25	CONCRETE CURB & GUTTER	LF	40	39.00		15	\$585.00
26	4' DIAMETER MANHOLE	EA	4	6120.00		4	\$24,480.00
27	MANHOLE OVERDEPTH	LF	34	150.00		31.98	\$4,797.00
28	EXTERNAL SEAL SYSTEM	EA	4	400.00		4	\$1,600.00
29	TELEWISE SANITARY SEWER	LF	405	4.00			\$0.00
30	RESTORATION	LS	1	7500.00	0.5	1	\$7,500.00
	TOTAL BASE BID:						<u>\$274,833.00</u>
<b>CHANGE ORDER NO. 1</b>							
1	EXPLORATORY EXCAVATION	EA	1	220.00		1	\$220.00
2	REMOVE 6" WATER MAIN	LF	17.5	8.00		17.5	\$140.00
3	CONNECT TO EXISTING 6" WATER MAIN	EA	2	735.00		2	\$1,470.00
4	FURNISH AND INSTALL 6" PVC WATER MAIN	LF	17.5	48.00		17.5	\$840.00
5	FURNISH AND INSTALL 4" FLEXIBLE DRAINTILE	LF	65	12.00		65	\$780.00
6	CONNECT TO EXISTING STORM SEWER STRUCTURE	EA	4	215.00		4	\$860.00
7	FURNISH AND INSTALL ROYAL CONCRETE INSIDE DROP	LF	5.7	809.21		5.7	\$4,612.50
	TOTAL CHANGE ORDER NO. 1						<u>\$8,922.50</u>
	TOTAL BASE BID:						\$274,833.00
	TOTAL CHANGE ORDER NO. 1						<u>\$8,922.50</u>
	<b>TOTAL WORK COMPLETED TO DATE</b>						<b><u>\$283,755.50</u></b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF MAPLE PLAIN  
 STANTEC PROJECT NO. 193802383  
 CONTRACTOR G. F. JEDLICKI, INC.

**CHANGE ORDERS**

No.	Date	Description	Amount
1	9/30/2014	This Change Order provides for additional work on this project. See Change Order.	\$8,922.50
<b>Total Change Orders</b>			\$8,922.50

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	08/01/2014	09/03/2014	61,241.75	3,223.25	64,465.00
2	09/04/2014	09/30/2014	188,945.97	13,167.78	263,355.50
3	10/01/2014	11/06/2014	19,380.01	14,187.77	283,755.50

**Material on Hand**

Total Payment to Date		\$269,567.73	Original Contract	\$267,302.00
Retainage Pay No. 3		14,187.77	Change Orders	\$8,922.50
Total Amount Earned		\$283,755.50	Revised Contract	\$276,224.50



Agenda Information Memorandum  
November 10, 2014 - Maple Plain City Council

#### **4. CONSENT AGENDA**

#### **H. MAIN ST. W. AND RAINBOW AVE. – UTILITY AND STREET IMPROVEMENTS – PAYMENT REQUEST NO. 6**

#### **ACTION TO BE CONSIDERED**

To approve payment to LaTour Construction Inc. in the amount of \$323,797.53 for work done to date on the above referenced project.

#### **FACTS**

- LaTour Construction Inc. began work on the project in May 2014.
- The City approved a bond used for project funding at the May 28, 2014 Council Meeting.
- This payment request reflects work on utility and street improvements to date.
- At this time, the Contractor has completed the utilities, first layer of asphalt, driveways, shaping and seeding of boulevards, tree and shrub planting, and paving of the parking lot and trail at the park.
- The second layer of asphalt will be placed in spring of 2015.
- There will be other restoration related items that will need to be addressed in spring of 2015.
- The assessment hearing for the project is set for November 18 at 6 pm.

#### **ATTACHMENTS**

Attached on page(s) \_\_\_\_ through \_\_\_\_ is Payment Request No. 6.



Owner: City of Maple Plain, P. O. Box 97, Maple Plain, MN 55359	Date: November 6, 2014
For Period: 9/27/2014 to 11/6/2014	Request No: 6
Contractor: LaTour Construction, Inc., 2134 County Rd. 8, Maple Lake, MN 55358	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
 MAIN STREET WEST AND RAINBOW AVENUE  
 UTILITY AND STREET IMPROVEMENTS  
 STANTEC PROJECT NO. 193802390

SUMMARY

1	Original Contract Amount		\$	2,812,476.61
2	Change Order - Addition	\$ 98,578.31		
3	Change Order - Deduction	\$ 0.00		
4	Revised Contract Amount		\$	2,911,054.92
5	Value Completed to Date		\$	2,653,622.48
6	Material on Hand		\$	0.00
7	Amount Earned		\$	2,653,622.48
8	Less Retainage 5%		\$	132,681.12
9	Subtotal		\$	2,520,941.36
10	Less Amount Paid Previously		\$	2,197,143.83
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>6</u>		\$	<u>323,797.53</u>

Recommended for Approval by:  
**STANTEC**

\_\_\_\_\_  
 Approved by Contractor:  
**LATOUR CONSTRUCTION, INC.**

\_\_\_\_\_  
 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
<b>PART A: MAIN STREET WEST IMPROVEMENTS</b>							
<b>PART A.1: MAIN STREET WEST SANITARY SEWER</b>							
1	MOBILIZATION	LS	1	39000.00		1	\$39,000.00
2	REMOVE SANITARY SEWER PIPE	LF	2750	2.15		2947	\$6,336.05
3	REMOVE SANITARY SEWER MANHOLE	EA	9	410.00		9	\$3,690.00
4	REMOVE SANITARY SEWER SERVICE PIPE	LF	1900	0.01		1517	\$15.17
5	BYPASS PUMPING	LS	1	12260.00		1	\$12,260.00
6	IMPROVED PIPE FOUNDATION	LF	1400	5.00		1519.354	\$7,596.77
7	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	5	1300.00		5	\$6,500.00
8	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EA	1	2830.00		1	\$2,830.00
9	4' DIAMETER SANITARY SEWER MANHOLE	EA	9	2150.00		9	\$19,350.00
10	4' DIAMETER SANITARY SEWER MANHOLE OVERDEPTH	LF	30	85.00		30	\$2,550.00
11	8" PVC SANITARY SEWER, SDR-35	LF	2800	33.00		2800	\$92,400.00
12	8" PLUG	EA	1	91.00		1	\$91.00
13	4" X 8" PVC WYE	EA	60	291.00		58	\$16,878.00
14	4" PVC SANITARY SEWER SERVICE, SCH 40	LF	2000	22.35		2066	\$46,175.10
15	RECONNECT SANITARY SEWER SERVICE	EA	55	271.00		55	\$14,905.00
16	ABANDON SANITARY SEWER SERVICE	EA	13	91.00		13	\$1,183.00
17	TELEWISE SANITARY SEWER	LF	2800	0.60			\$0.00
	TOTAL PART A.1: MAIN STREET WEST SANITARY SEWER						\$271,760.09
<b>PART A.2: MAIN STREET WEST WATERMAIN</b>							
18	REMOVE WATERMAIN PIPE	LF	1800	2.85		2488	\$7,090.80
19	ABANDON WATERMAIN PIPE	LF	1170	4.00		1785	\$7,140.00
20	REMOVE HYDRANT	EA	6	355.00		6	\$2,130.00
21	REMOVE GATE VALVE	EA	9	210.00		9	\$1,890.00
22	REMOVE WATER SERVICE PIPE	LF	1800	0.01		1855	\$18.55
23	TEMPORARY WATERMAIN	LS	1	12635.00		1	\$12,635.00
24	IMPROVED PIPE FOUNDATION	LF	1500	4.00	1002.471	1002.471	\$4,009.88
25	1" CORPORATION STOP	EA	60	144.00		51	\$7,344.00
26	1" CURB STOP AND BOX	EA	60	288.00		51	\$14,688.00
27	SERVICE SADDLE	EA	60	135.00		51	\$6,885.00
28	1" TYPE K COPPER WATER SERVICE	LF	2320	20.35		1855	\$37,749.25
29	RECONNECT TO EXISTING WATER SERVICE	EA	54	170.00		51	\$8,670.00
30	6" GATE VALVE AND BOX	EA	10	1415.00		11	\$15,565.00
31	8" GATE VALVE AND BOX	EA	9	1875.00		11	\$20,625.00
32	12" GATE VALVE AND BOX	EA	1	3175.00		1	\$3,175.00
33	6" PVC WATERMAIN, C900	LF	400	24.00		355	\$8,520.00
34	8" PVC WATERMAIN, C900	LF	2850	28.50		2778	\$79,173.00
35	12" PVC WATERMAIN, C900	LF	20	47.00		13	\$611.00
36	6" PLUG	EA	6	139.00		6	\$834.00
37	6" X 8" TEE	EA	16	513.00		17	\$8,721.00
38	8" X 8" TEE	EA	4	600.00		4	\$2,400.00
39	6" X 8" REDUCER	EA	3	282.00		3	\$846.00
40	8" x 12" REDUCER	EA	1	475.00		1	\$475.00
41	8" 45 DEGREE BEND	EA	2	350.00		6.355	\$2,224.25
42	HYDRANT	EA	9	4000.00		9	\$36,000.00
43	WATERMAIN OFFSET	EA	5	1300.00		5	\$6,500.00
44	ABANDON WATER SERVICE	EA	7	0.01			\$0.00
45	CONNECT TO EXISTING WATERMAIN	EA	5	1530.00		6	\$9,180.00
46	4" INSULATION	SY	50	54.00		36.55	\$1,973.70
	TOTAL PART A.2: MAIN STREET WEST WATERMAIN						\$307,073.43
<b>PART A.3: MAIN STREET WEST STORM SEWER</b>							
47	REMOVE STORM SEWER PIPE	LF	2850	7.50		3102.04	\$23,265.30
48	REMOVE STORM SEWER STRUCTURE	EA	7	325.00		6	\$1,950.00
49	2' X 3' CATCH BASIN	EA	7	1540.00		7	\$10,780.00
50	27" DIAMETER CATCH BASIN	EA	8	1285.00		8	\$10,280.00
51	48" DIAMETER CATCH BASIN MANHOLE	EA	12	1950.00		12	\$23,400.00
52	60" DIAMETER CATCH BASIN MANHOLE	EA	3	2775.00		3	\$8,325.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
53	72" DIAMETER CATCH BASIN MANHOLE	EA	2	3460.00		2	\$6,920.00
54	84" DIAMETER CATCH BASIN MANHOLE	EA	1	6700.00		1	\$6,700.00
55	48" DIAMETER STORM MANHOLE	EA	2	2075.00		2	\$4,150.00
56	60" DIAMETER STORM MANHOLE	EA	2	3000.00		2	\$6,000.00
57	12" RCP STORM SEWER PIPE	LF	1050	27.25		1043	\$28,421.75
58	15" RCP STORM SEWER PIPE	LF	715	29.75		757	\$22,520.75
59	24" RCP STORM SEWER PIPE, CL. 3	LF	490	41.50		490	\$20,335.00
60	36" RCP STORM SEWER PIPE, CL. 3	LF	765	69.00		765	\$52,785.00
61	12" FLARED END SECTION	EA	4	675.00		4	\$2,700.00
62	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	875.00		1	\$875.00
TOTAL PART A.3: MAIN STREET WEST STORM SEWER							\$229,407.80

**PART A.4: MAIN STREET WEST STREET**

63	MOBILIZATION	LS	1	12000.00	0.05	1	\$12,000.00
64	CLEARING AND GRUBBING	LS	1	3150.00		1	\$3,150.00
65	REMOVE TREE	EA	15	525.00		27	\$14,175.00
66	REMOVE SHRUB	EA	20	52.00	10	68	\$3,536.00
67	REMOVE STUMP	EA	1	160.00		2	\$320.00
68	REMOVE CONCRETE CURB AND GUTTER	LF	200	4.60		200	\$920.00
69	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	1730	3.00		1759	\$5,277.00
70	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	100	6.10	215	247	\$1,506.70
71	REMOVE BITUMINOUS PAVEMENT	SY	8200	4.15		8630	\$35,814.50
72	REMOVE DRAIN TILE	LF	1350	1.05		1350	\$1,417.50
73	REMOVE RETAINING WALL	LF	250	12.75		295	\$3,761.25
74	REMOVE BOLLARD	EA	4	116.00		4	\$464.00
75	SAWING BITUMINOUS PAVEMENT	LF	910	3.15	42	546	\$1,719.90
76	SAWING CONCRETE PAVEMENT	LF	40	4.15		40	\$166.00
77	REMOVE SIGN	EA	16	26.15		16	\$418.40
78	TEMPORARY MAILBOXES	LS	1	3800.00		0.75	\$2,850.00
79	SALVAGE AND REINSTALL FENCE	LF	50	7.65		326	\$2,493.90
80	SALVAGE AND REINSTALL YARD LIGHT	EA	2	515.00			\$0.00
81	SALVAGE AND REINSTALL TREE	EA	4	235.00		4	\$940.00
82	COMMON EXCAVATION (EV)	CY	10500	11.65		10580	\$123,257.00
83	SUBGRADE EXCAVATION (EV)	CY	1000	13.45		280	\$3,766.00
84	COMMON EXCAVATION (EV) - SPECIAL 1	CY	200	17.45			\$0.00
85	TOPSOIL BORROW (LV)	CY	3100	16.35	1358	1358	\$22,203.30
86	GEOTEXTILE FABRIC TYPE V	SY	10200	2.20		9844.3	\$21,657.46
87	SELECT GRANULAR BORROW - STREETS	CY	3500	21.15		3544.1	\$74,957.72
88	SELECT GRANULAR BORROW MODIFIED - FILTRATION BASIN	CY	60	42.50			\$0.00
89	PLANTING SOIL - FILTRATION BASIN	CY	50	39.50			\$0.00
90	MULCH, TYPE 6 - FILTRATION BASIN	CY	12	65.00			\$0.00
91	LAWN EDGING - FILTRATION BASIN	LF	400	2.65			\$0.00
92	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	5350	13.55		4247	\$57,546.85
93	AGGREGATE MATERIAL FOR ACCESS	CY	1000	10.00	270.816	742.425	\$7,424.25
94	ADJUST MANHOLE CASTING	EA	12	300.00	12	13	\$3,900.00
95	ADJUST VALVE BOX	EA	11	180.00	7	11	\$1,980.00
96	EXTERNAL SEAL SYSTEM	EA	9	240.00			\$0.00
97	BITUMINOUS MATERIAL FOR TACK COAT	GAL	440	3.40			\$0.00
98	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	TON	800	66.00			\$0.00
99	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	1000	64.25	113	835.53	\$53,682.80
100	PATCH HALGREN ROAD	SY	470	84.00	230	470	\$39,480.00
101	BITUMINOUS DRIVEWAY PATCH	SY	1730	22.35	1219.067	1219.067	\$27,246.15
102	CONCRETE DRIVEWAY APRON	SY	600	43.75	52.4	540.1	\$23,629.38
103	CONCRETE DRIVEWAY PATCH	SY	55	43.75		196.7	\$8,605.63
104	GRAVEL DRIVEWAY PATCH	SY	490	11.65	413.8	413.8	\$4,820.77
105	6" PERF PVC DRAIN TILE (FILTRATION BASIN)	LF	100	13.50			\$0.00
106	6" PVC DRAIN TILE (FILTRATION BASIN)	LF	60	13.50			\$0.00
107	6" PVC DRAIN TILE CLEANOUT (FILTRATION BASIN)	EA	3	142.00			\$0.00
108	4" PERF PE DRAIN TILE	LF	5740	7.00		5439	\$38,073.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
109	4" PERF PVC DRAIN TILE, SCH. 40	LF	500	11.25	15	425	\$4,781.25
110	CONNECT TO EXISTING DRAIN TILE	EA	20	90.00	2	17	\$1,530.00
111	CONNECT EXISTING DRAIN TILE TO STRUCTURE	EA	20	210.00		2	\$420.00
112	CONCRETE CURB & GUTTER, SURMOUNTABLE	LF	5600	9.75	1122	5168	\$50,388.00
113	CONCRETE CURB & GUTTER, DESIGN B618	LF	200	10.25		222	\$2,275.50
114	TRAFFIC CONTROL	LS	1	4645.00		1	\$4,645.00
115	STREET SWEEPER (WITH PICKUP BROOM)	HR	20	155.00	8	40.51	\$6,279.05
116	LANDSCAPE FUND	LS	1	10000.00	0.2275	0.2275	\$2,275.00
117	WATER FOR DUST CONTROL	MGAL	100	58.00	6	138	\$8,004.00
118	SILT FENCE, TYPE MACHINE SLICED	LF	600	1.85		270	\$499.50
119	PROTECTION OF CATCH BASIN, NON-STREET	EA	15	210.00	5	15	\$3,150.00
120	PROTECTION OF CATCH BASIN, STREET	EA	33	190.00	8	33	\$6,270.00
121	CULVERT PROTECTION	EA	5	65.00		3	\$195.00
122	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	5	1225.00		5.95	\$7,286.62
123	BIOROLL	LF	150	2.95		395	\$1,165.25
124	SEED MIX 25-151 AND HYDROMULCH	SY	13100	1.00	13847	13847	\$13,847.00
125	SEED MIX 25-151 AND BLANKET	SY	700	1.45	553.966	553.966	\$803.25
126	SEED MIX 25-151 AND BLANKET, CAT 4	SY	100	1.75	91	91	\$159.25
127	DECIDUOUS TREE 2.5" CAL. B&B	EA	22	390.00	5	5	\$1,950.00
128	5' HIGH CONIFEROUS TREE B&B	EA	8	265.00	10	10	\$2,650.00
129	SHRUB	EA	20	70.00	26	26	\$1,820.00
130	PERENNIALS	EA	350	6.00			\$0.00
131	SIGN PANEL, TYPE C	SF	80	36.00			\$0.00
132	INSTALL STREET NAME SIGN	EA	8	105.00			\$0.00
TOTAL PART A.4: MAIN STREET WEST STREET							\$723,554.13

**PART B: RAINBOW AVENUE IMPROVEMENTS**  
**PART B.1: RAINBOW AVENUE SANITARY SEWER**

133	MOBILIZATION	LS	1	36000.00		1	\$36,000.00
134	REMOVE SANITARY SEWER PIPE	LF	1260	2.10		1247	\$2,618.70
135	REMOVE SANITARY SEWER MANHOLE	EA	4	420.00		4	\$1,680.00
136	REMOVE SANITARY SEWER SERVICE PIPE	LF	900	0.01		831	\$8.31
137	BYPASS PUMPING	LS	1	8000.00		1	\$8,000.00
138	IMPROVED PIPE FOUNDATION	LF	650	5.00			\$0.00
139	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	2	0.01		1	\$0.01
140	4' DIAMETER SANITARY SEWER MANHOLE	EA	4	2300.00		4	\$9,200.00
141	4' DIAMETER SANITARY SEWER MANHOLE OVERDEPTH	LF	20	85.00		18.04	\$1,533.40
142	8" PVC SANITARY SEWER, SDR-35	LF	1300	33.25		1428.66	\$47,502.95
143	4" X 8" PVC WYE	EA	26	290.00		25	\$7,250.00
144	4" PVC SANITARY SEWER SERVICE, SCH 40	LF	900	21.75		865.5	\$18,824.63
145	RECONNECT SANITARY SEWER SERVICE	EA	26	265.00		24	\$6,360.00
146	ABANDON SANITARY SEWER SERVICE	EA	2	91.00		1	\$91.00
147	TELEWISE SANITARY SEWER	LF	1300	0.60			\$0.00
TOTAL PART B.1: RAINBOW AVENUE SANITARY SEWER							\$139,069.00

**PART B.2: RAINBOW AVENUE WATERMAIN**

148	REMOVE WATERMAIN PIPE	LF	1140	2.85		1172	\$3,340.20
149	ABANDON WATERMAIN PIPE	LF	260	4.00		234	\$936.00
150	REMOVE HYDRANT	EA	2	355.00		2	\$710.00
151	REMOVE GATE VALVE	EA	4	210.00		4	\$840.00
152	REMOVE WATER SERVICE PIPE	LF	860	0.01		824	\$8.24
153	TEMPORARY WATERMAIN	LS	1	9700.00		1	\$9,700.00
154	IMPROVED PIPE FOUNDATION	LF	750	4.00			\$0.00
155	1" CORPORATION STOP	EA	24	145.00		23	\$3,335.00
156	1" CURB STOP AND BOX	EA	24	290.00		23	\$6,670.00
157	SERVICE SADDLE	EA	24	135.00		23	\$3,105.00
158	1" TYPE K COPPER WATER SERVICE	LF	860	21.50		824	\$17,716.00
159	RECONNECT TO EXISTING WATER SERVICE	EA	24	170.00		23	\$3,910.00
160	6" GATE VALVE AND BOX	EA	4	1415.00		4	\$5,660.00
161	8" GATE VALVE AND BOX	EA	5	1875.00		4	\$7,500.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
162	6" PVC WATERMAIN, C900	LF	80	24.00		284.72	\$6,833.29
163	8" PVC WATERMAIN, C900	LF	1380	28.75		1350	\$38,812.50
164	6" X 8" TEE	EA	4	515.00		4	\$2,060.00
165	8" X 8" TEE	EA	1	600.00		1	\$600.00
166	6" X 8" REDUCER	EA	1	281.00		1	\$281.00
167	8" 11.25 DEGREE BEND	EA	2	310.00		2	\$620.00
168	8" 45 DEGREE BEND	EA	2	350.00		2	\$700.00
169	HYDRANT	EA	4	3700.00		4	\$14,800.00
170	WATERMAIN OFFSET	EA	2	1350.00			\$0.00
171	ABANDON WATER SERVICE	EA	2	0.01			\$0.00
172	CONNECT TO EXISTING WATERMAIN	EA	2	1600.00		2	\$3,200.00
173	4" INSULATION	SY	20	54.00			\$0.00
TOTAL PART B.2: RAINBOW AVENUE WATERMAIN							\$131,337.23

**PART B.3: RAINBOW AVENUE STORM SEWER**

174	REMOVE STORM SEWER PIPE	LF	750	7.50		750	\$5,625.00
175	REMOVE STORM SEWER STRUCTURE	EA	8	325.00		8	\$2,600.00
176	2' X 3' CATCH BASIN	EA	3	1525.00		3	\$4,575.00
177	27" DIAMETER CATCH BASIN	EA	3	1285.00		3	\$3,855.00
178	48" DIAMETER CATCH BASIN MANHOLE	EA	10	1950.00		10	\$19,500.00
179	48" DIAMETER MANHOLE	EA	1	2215.00		1	\$2,215.00
180	12" RCP STORM SEWER PIPE	LF	312	27.25		312	\$8,502.00
181	15" RCP STORM SEWER PIPE	LF	31	30.00		31	\$930.00
182	18" RCP STORM SEWER PIPE	LF	293	33.25		294	\$9,775.50
183	21" RCP STORM SEWER PIPE, CL. 3	LF	179	37.75		197	\$7,436.75
184	12" HDPE STORM SEWER PIPE	LF	290	25.75		146	\$3,759.50
185	15" HDPE STORM SEWER PIPE	LF	142	30.75		142	\$4,366.50
186	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	845.00		1	\$845.00
TOTAL PART B.3: RAINBOW AVENUE STORM SEWER							\$73,985.25

**PART B.4: RAINBOW AVENUE STREET**

187	MOBILIZATION	LS	1	4600.00	0.05	1	\$4,600.00
188	REMOVE TREE	EA	5	425.00		7	\$2,975.00
189	REMOVE SHRUB	EA	3	52.00			\$0.00
190	REMOVE CONCRETE CURB AND GUTTER	LF	100	4.60		100	\$460.00
191	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	450	3.00	277.8	727.8	\$2,183.40
192	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	390	6.00	-109.2	280.8	\$1,684.80
193	REMOVE BITUMINOUS PAVEMENT	SY	4100	4.15		4100	\$17,015.00
194	REMOVE DRAINTILE	LF	3000	1.05		3000	\$3,150.00
195	SAWING BITUMINOUS PAVEMENT	LF	370	3.15		370	\$1,165.50
196	SAWING CONCRETE PAVEMENT	LF	200	4.15		136	\$564.40
197	REMOVE SIGN	EA	7	26.15		7	\$183.05
198	TEMPORARY MAILBOXES	LS	1	1900.00		0.75	\$1,425.00
199	COMMON EXCAVATION (EV)	CY	4500	12.00		4606	\$55,272.00
200	COMMON EXCAVATION (EV) - SPECIAL 1	CY	200	17.45			\$0.00
201	SUBGRADE EXCAVATION (EV)	CY	500	13.45			\$0.00
202	TOPSOIL BORROW (LV)	CY	1300	16.45	636	636	\$10,462.20
203	GEOTEXTILE FABRIC TYPE V	SY	4900	2.15		4900	\$10,535.00
204	SELECT GRANULAR BORROW - STREET	CY	1800	21.20		1726	\$36,591.20
205	SELECT GRANULAR BORROW MODIFIED - FILTRATION BASIN	CY	60	42.50			\$0.00
206	PLANTING SOIL - FILTRATION BASIN	CY	50	39.55			\$0.00
207	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	2500	13.55	208	2208	\$29,918.40
208	AGGREGATE MATERIAL FOR ACCESS	CY	500	10.00		107.6	\$1,076.00
209	ADJUST MANHOLE CASTING	EA	4	300.00	4	4	\$1,200.00
210	ADJUST VALVE BOX	EA	5	180.00	5	5	\$900.00
211	EXTERNAL SEAL SYSTEM	EA	4	240.00			\$0.00
212	BITUMINOUS MATERIAL FOR TACK COAT	GAL	210	3.40			\$0.00
213	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	TON	400	66.00			\$0.00
214	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	500	64.25	569	569	\$36,558.25

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
215	BITUMINOUS DRIVEWAY PATCH	SY	460	22.35	590.2	590.2	\$13,190.97
216	CONCRETE DRIVEWAY APRON	SY	300	43.75		327	\$14,306.25
217	CONCRETE DRIVEWAY PATCH	SY	390	43.75		184	\$8,050.00
218	GRAVEL DRIVEWAY PATCH	SY	290	13.15	463	463	\$6,088.45
219	6" PERF PVC DRAIN TILE (FILTRATION BASIN)	LF	100	13.45			\$0.00
220	6" PVC DRAIN TILE (FILTRATION BASIN)	LF	60	13.45			\$0.00
221	6" PVC DRAIN TILE CLEANOUT (FILTRATION BASIN)	EA	3	142.00			\$0.00
222	4" PERF PE DRAIN TILE	LF	2800	7.00		2744	\$19,208.00
223	4" PERF PVC DRAIN TILE, SCH. 40	LF	230	11.25	17	217	\$2,441.25
224	CONNECT TO EXISTING DRAIN TILE	EA	5	90.00	2	2	\$180.00
225	CONNECT EXISTING DRAIN TILE TO STRUCTURE	EA	5	210.00			\$0.00
226	CONCRETE CURB & GUTTER, SURMOUNTABLE	LF	3000	9.75	2484	2484	\$24,219.00
227	TRAFFIC CONTROL	LS	1	2100.00		1	\$2,100.00
228	STREET SWEEPER (WITH PICKUP BROOM)	HR	10	155.00	19.5	38.25	\$5,928.75
229	LANDSCAPE FUND	LS	1	5000.00	0.1126	0.1126	\$563.00
230	WATER FOR DUST CONTROL	MGAL	100	58.00	6	66	\$3,828.00
231	SILT FENCE, TYPE MACHINE SLICED	LF	300	1.85			\$0.00
232	PROTECTION OF CATCH BASIN, NON-STREET	EA	7	210.00	1	6	\$1,260.00
233	PROTECTION OF CATCH BASIN, STREET	EA	13	190.00	12	12	\$2,280.00
234	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	2	1225.00		1	\$1,225.00
235	BIOROLL	LF	200	3.00			\$0.00
236	SEED MIX 25-151 AND HYDROMULCH	SY	5500	1.00	5460	5460	\$5,460.00
237	DECIDUOUS TREE 2.5" CAL. B&B	EA	8	390.00	3	3	\$1,170.00
238	5' HIGH CONIFEROUS TREE B&B	EA	2	265.00			\$0.00
239	SHRUB	EA	3	70.00	2	2	\$140.00
240	SIGN PANELS, TYPE C	SF	30	36.00			\$0.00
241	INSTALL STREET NAME SIGN	EA	2	105.00			\$0.00
TOTAL PART B.4: RAINBOW AVENUE STREET							\$329,557.87

**PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS**

242	REMOVE TREE	EA	10	420.00		8	\$3,360.00
243	REMOVE SHRUB	EA	4	52.00		2	\$104.00
244	TREE TRIMMING	LS	1	1575.00		1	\$1,575.00
245	REMOVE DEBRIS - RAVINE	LS	1	1050.00		1	\$1,050.00
246	REMOVE STORM SEWER PIPE	LF	500	9.00		500	\$4,500.00
247	REMOVE CONCRETE BOX CULVERT	LF	89	75.00		89	\$6,675.00
248	REMOVE STORM SEWER STRUCTURE	EA	2	450.00		2	\$900.00
249	SALVAGE AND REINSTALL STORM SEWER PIPE	LF	60	30.00		60	\$1,800.00
250	SALVAGE AND REINSTALL FLARED END SECTION	EA	1	490.00		1	\$490.00
251	SALVAGE AND REINSTALL STORM SEWER STRUCTURE	EA	1	1035.00		1	\$1,035.00
252	SALVAGE AND REINSTALL TREE	EA	4	235.00		1	\$235.00
253	CONNECT EXISTING DRAINTILE TO STRUCTURE	EA	4	215.00			\$0.00
254	6" PERF PVC DRAINTILE	LF	120	14.25			\$0.00
255	6" CLEANOUT	EA	2	142.00			\$0.00
256	21" RCP STORM SEWER PIPE, CL. 3	LF	17	43.35		17	\$736.95
257	48" RCP STORM SEWER PIPE, CL. 4	LF	125	138.00		125	\$17,250.00
258	12" HDPE STORM SEWER	LF	187	25.50		175	\$4,462.50
259	24" HDPE STORM SEWER	LF	910	45.00		917	\$41,265.00
260	48" FLARED END SECTION	EA	1	3225.00		1	\$3,225.00
261	27" DIAMETER CATCH BASIN	EA	2	1300.00		2	\$2,600.00
262	48" DIAMETER CATCH BASIN MANHOLE	EA	5	2000.00		7	\$14,000.00
263	60" DIAMETER CATCH BASIN MANHOLE	EA	1	2600.00		1	\$2,600.00
264	96" DIAMETER CATCH BASIN MANHOLE	EA	1	7800.00		1	\$7,800.00
265	CONNECT TO EXISTING STORM MH-2	EA	1	3910.00		1	\$3,910.00
266	SITE GRADING - RAINBOW PARK	LS	1	5475.00		1	\$5,475.00
267	SITE GRADING - RAVINE	LS	1	1625.00		1	\$1,625.00
268	RELOCATE GRAVEL TRAIL	SY	155	12.30		70	\$861.00
269	RANDOM RIPRAP, CLASS 4	CY	33	91.00		21.90	\$1,993.02
270	DECIDUOUS TREE 2.5" CAL. B&B	EA	10	390.00	10	10	\$3,900.00
271	SHRUB	EA	4	70.00	4	4	\$280.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
272	SEED MIX 25-151 AND BLANKET, CAT. 4	SY	250	1.50			\$0.00
273	SEED MIX 25-151 AND HYDROMULCH	SY	6000	1.00	1616	6341	\$6,341.00
274	SEED MIX 25-141 AND BLANKET, CAT. 4	SY	300	1.50		275	\$412.50
275	SEED MIX 25-141 AND TURF REINFORCEMENT MAT	SY	250	10.40		261	\$2,714.40
276	SILT FENCE, TYPE MACHINE-SLICED	LF	1000	1.85		665	\$1,230.25
277	FLOTATION SILT FENCE, MOVING WATER	LF	125	17.00			\$0.00
278	PROTECTION OF CATCH BASIN, NON-STREET	EA	10	206.00		10	\$2,060.00
279	BIOROLL	LF	300	2.85		188	\$535.80
TOTAL PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS							\$147,001.42

**PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS**

280	MOBILIZATION	LS	1	8200.00		1	\$8,200.00
281	CLEARING AND GRUBBING	LS	1	3700.00		1	\$3,700.00
282	TRAFFIC CONTROL	LS	1	1050.00		2.53	\$2,656.50
283	CONNECT TO EXISTING WATERMAIN - NORTH END	EA	1	3185.00		1	\$3,185.00
284	12" PVC WATERMAIN, C-900	LF	50	69.50		50	\$3,475.00
285	12" GATE VALVE AND BOX	EA	1	3235.00		1	\$3,235.00
286	24-INCH STEEL CASING PIPE, JACKED	LF	100	717.00		100	\$71,700.00
287	DIRECTIONAL DRILL 14" HDPE WATERMAIN	LF	350	210.00		350	\$73,500.00
288	12"-45 DEGREE BEND	EA	2	690.00		2	\$1,380.00
289	SILT FENCE, TYPE MACHINE SLICED	LF	200	2.60		244	\$634.40
290	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	1	1225.00	2.16	3.16	\$3,871.00
291	SEED MIX 25-141 AND HYDROMULCH	SY	800	1.80	1855	2655	\$4,779.00
292	SEED MIX 25-141 AND BLANKET, CAT 4	SY	500	1.60	200	700	\$1,120.00
TOTAL PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS							\$181,435.90

**ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING**

293	SUBGRADE PREPARATION	SY	1630	1.60	1401	1401	\$2,241.60
294	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	300	20.75	287.802	287.802	\$5,971.89
295	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	300	78.00	259.75	259.75	\$20,260.50
TOTAL ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING							\$28,473.99

**CHANGE ORDER NO. 1**

1	450 JOHN DEERE EXCAVATOR W/OPERATOR	HR	9	288.00		9	\$2,592.00
2	160 HITACHI EXCAVATOR W/OPERATOR	HR	9	193.00		8	\$1,544.00
3	744 JOHN DEERE LOADER W/OPERATOR	HR	4.5	182.00		6.2	\$1,128.00
4	LABORERS (2)	HR	9	159.00		8	\$1,272.00
5	FOREMAN	HR	9	98.00		8	\$784.00
6	LANDSCAPE - CAT #3 EROSION BLANKET W/33-261 SEED	SY	250	2.30			\$0.00
7	LANDSCAPE - TEMPORARY DITCH CHECK TYPE STRAW LOGS	LF	50	3.60			\$0.00
8	TREE CLEARING - ALLOWANCE	LS	1	3570.00		0.57	\$2,040.00
9	HAUL EXCESS MATERIAL TO PIT	CY	100	9.00			\$0.00
10	CLASS 2 OR CLASS 4 FIELD STONE	TN	189	38.95		212.05	\$8,259.35
11	TYPE V NON-WOVEN FABRIC 8.0 OZ NW 12.5' X 360' (500 SY)	SY	500	0.86		200	\$172.00
12	OVERHEAD	LS	1	3186.46		0.98	\$3,110.99
TOTAL CHANGE ORDER NO. 1							\$20,902.34

**CHANGE ORDER NO. 2**

1	450 JOHN DEERE EXCAVATOR W/OPERATOR	HR	4.5	288.00		4.5	\$1,296.00
2	744 JOHN DEERE LOADER W/OPERATOR	HR	4.5	182.00		3.5	\$634.50
3	LABORERS (2)	HR	4.5	159.00		4.5	\$715.50
4	FOREMAN	HR	4.5	98.00		4.5	\$441.00
5	LANDSCAPE - CAT #3 EROSION BLANKET W/33-261 SEED	SY	100	2.30			\$0.00
6	LANDSCAPE - TEMPORARY DITCH CHECK TYPE STRAW LOGS	LF	100	3.60		50	\$180.00
7	TREE CLEARING - ALLOWANCE	LS	1	510.00		2	\$1,020.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
8	CLASS 2 OR CLASS 4 FIELD STONE	TN	39	38.95		36.81	\$1,433.75
9	TYPE V NON-WOVEN FABRIC 8.0 OZ NW 12.5' X 360' (500 SY)	SY	500	0.86		46.67	\$40.14
10	REDI-MIX GROUT FOR RIPRAP	CY	3	128.00		5.6	\$715.00
11	SMALL LOAD FEE	LD	1	90.00		0.17	\$15.00
12	ENVIRONMENTAL WASTE MANAGEMENT FEE	LD	1	30.00		1	\$30.00
13	SELF CONTAINED WASH OUT SERVICE	LD	1	20.00			\$0.00
14	OVERHEAD	LS	1	1099.07		0.9306778	\$1,022.88
	TOTAL CHANGE ORDER NO. 2						<u>\$7,543.77</u>

**CHANGE ORDER NO. 3**

1	160 HITACHI EXCAVATOR W/OPERATOR	HR	4.5	\$193.00		4.5	\$868.50
2	744 JOHN DEERE LOADER W/OPERATOR	HR	2	\$182.00		2	\$364.00
3	700 JOHN DEERE DOZER W/OPERATOR	HR	1.75	\$171.00		1.75	\$299.25
4	LABORERS (3)	HR	3.5	\$238.00		3.5	\$833.00
5	FOREMAN	HR	3.5	\$98.00		3.5	\$343.00
6	TRENCH BOX	HR	3.5	\$28.00		3.5	\$98.00
7	LOW BOY TRUCK & TRAILER (PORT TO PORT)	HR	5	\$204.00		5	\$1,020.00
8	12" PVC WATERMAIN, C900	LF	20	\$15.43		20	\$308.60
9	12" SLEEVE	EA	2	\$357.12		2	\$714.24
10	SAND BEDDING	CY	5	\$10.25		5	\$51.25
11	OVERHEAD AND TAXES	LS	1	\$814.19		1	\$814.19
	TOTAL CHANGE ORDER NO. 3						<u>\$5,714.03</u>

**CHANGE ORDER NO. 5**

1	PAVING 2.5" BITUMINOUS TRAILS WITH LIGHT SHAPING PF	LF	2580	\$17.85	2405	2405	\$42,929.25
2	APPLYING TOPSOIL TO DISTURBED EDGES	LF	2580	\$4.00	2405	2405	\$9,620.00
3	SEED MIX 25-151 & HYDROMULCH	SY	1966.67	\$1.00	1340	1340	\$1,340.00
4	5% CONTRACTOR MARK UP	LS	1	\$2,916.98	1	1	\$2,916.98
	TOTAL CHANGE ORDER NO. 5						<u>\$56,806.23</u>

TOTAL PART A.1: MAIN STREET WEST SANITARY SEWER	\$271,760.09
TOTAL PART A.2: MAIN STREET WEST WATERMAIN	\$307,073.43
TOTAL PART A.3: MAIN STREET WEST STORM SEWER	\$229,407.80
TOTAL PART A.4: MAIN STREET WEST STREET	\$723,554.13
TOTAL PART B.1: RAINBOW AVENUE SANITARY SEWER	\$139,069.00
TOTAL PART B.2: RAINBOW AVENUE WATERMAIN	\$131,337.23
TOTAL PART B.3: RAINBOW AVENUE STORM SEWER	\$73,985.25
TOTAL PART B.4: RAINBOW AVENUE STREET	\$329,557.87
TOTAL PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS	\$147,001.42
TOTAL PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS	\$181,435.90
TOTAL ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING	\$28,473.99
TOTAL CHANGE ORDER NO. 1	\$20,902.34
TOTAL CHANGE ORDER NO. 2	\$7,543.77
TOTAL CHANGE ORDER NO. 3	\$5,714.03
TOTAL CHANGE ORDER NO. 5	\$56,806.23
<b>TOTAL WORK COMPLETED TO DATE</b>	<b><u>\$2,653,622.48</u></b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF MAPLE PLAIN  
 STANTEC PROJECT NO. 193802390  
 CONTRACTOR LATOUR CONSTRUCTION, INC.

**CHANGE ORDERS**

No.	Date	Description	Amount
1	8/7/2014	This Change Order provides for additional work on this project. See Change Order.	\$23,664.01
2	8/7/2014	This Change Order provides for additional work on this project. See Change Order.	\$7,943.62
3	10/9/2014	This Change Order provides for additional work on this project. See Change Order.	\$5,714.03
4	10/9/2014	This Change Order provides for a change in completion dates for this project. See Change Order.	
5	10/21/2014	This Change Order provides for a change in completion dates for this project. See Change Order.	\$61,256.65
<b>Total Change Orders</b>			<b>\$98,578.31</b>

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	05/04/2014	06/04/2014	238,388.73	12,546.78	250,935.51
2	06/05/2014	07/10/2014	265,746.24	26,533.42	530,668.39
3	07/11/2014	08/07/2014	370,572.36	46,037.23	920,744.56
4	08/08/2014	09/04/2014	839,075.28	90,199.09	1,803,981.70
5	09/05/2014	09/26/2014	483,361.22	115,639.15	2,312,782.98
6	09/27/2014	11/06/2014	323,797.53	132,681.12	2,653,622.48

**Material on Hand**

Total Payment to Date		\$2,520,941.36	Original Contract	\$2,812,476.61
Retainage Pay No. 6		132,681.12	Change Orders	\$98,578.31
Total Amount Earned		\$2,653,622.48	Revised Contract	\$2,911,054.92



Agenda Information Memorandum  
November 10, 2014 - Maple Plain City Council

**5. ADMINISTRATIVE REPORTS**  
**A. QUARTERLY FINANCIAL REPORT**

**YEAR TO DATE**  
**EXPENSES**

General Fund

- Revenue: \$1,012,934.22 (61% of budget)
  - With second payment of taxes and local aid, our revenue would be at \$1,873,059 (111% over budget)
- Expense \$392,361 (76% of budget)

Community Fund

- Revenue \$22,116 (2013: \$17,144)
- Expense \$38,173 (2013: \$31,804)

Water

- Revenue: \$375,231.83 (99% of budget)
- Expense \$563,650.31(136% of budget)

Sewer

- Revenue: \$309,471 (82% of budget)
- Expense \$1240,328.9 (44% of budget)

Storm Water

- Revenue \$75,271 (101% of budget)
- Expense \$28,749 (101% of budget)

Fire Partnership

- Revenue: \$317,250.34 (85% of budget)
- Expense \$207,326.28058 (71% of budget)

**At a Glance Expenses**

Council: Increased Expenses due to bills from 2013 for minutes and consultant for Administrator  
Planning Costs: Decreased Expenses with new Planner

Administration: Increased Expenses for new computer, file cabinet and computer accessories, new utility bills sent via envelopes, Consultant for Accounting during transition, software, printing with new newsletter

Legal: Increased Expenses due to two investigations

Public Facilities: Increased Expenses due to long winter

Public Works: Increased Expenses due to long winter, additional equipment

Parks: Unexpected Expenses: Orono playground expense \$20,000

Water: 2 Increased Expenses: Watermain breaks and new water meter postcards

### **At a Glance Revenues**

- Building permits have increased
- \$24,031 FEMA dollars

**CITY OF MAPLE PLAIN**  
**quarterly**

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
<b>FUND 101 GENERAL FUND</b>					
E 101-41110-103 Part-Time Employees	\$16,625.00	\$18,950.00	\$14,850.00	\$4,100.00	78.36%
E 101-41110-121 PERA Contribution	\$253.75	\$235.00	\$208.75	\$26.25	88.83%
E 101-41110-122 FICA Contribution	\$1,192.88	\$1,097.00	\$877.25	\$219.75	79.97%
E 101-41110-151 Worker s Comp Insurance	\$91.00	\$96.00	\$94.09	\$1.91	98.01%
E 101-41110-302 Planning Services	\$3,452.82	\$2,880.00	\$672.26	\$2,207.74	23.34%
E 101-41110-303 Engineering Services	\$2,162.81	\$3,084.00	\$1,687.53	\$1,396.47	54.72%
E 101-41110-304 Legal Services	\$10,220.01	\$7,500.00	\$6,450.67	\$1,049.33	86.01%
E 101-41110-311 Contract Service	\$23,490.00	\$0.00	\$390.00	-\$390.00	0.00%
E 101-41110-319 Other Consulting Services	\$17,800.00	\$0.00	\$8,684.03	-\$8,684.03	0.00%
E 101-41110-322 Postage	\$715.58	\$0.00	\$1,088.83	-\$1,088.83	0.00%
E 101-41110-331 Training & Travel	\$2,428.19	\$3,435.00	\$3,944.69	-\$509.69	114.84%
E 101-41110-433 Dues & Subscriptions	\$1,976.00	\$3,325.00	\$1,789.00	\$1,536.00	53.80%
E 101-41110-434 Awards & Indemnities	\$1,532.93	\$935.00	\$501.31	\$433.69	53.62%
E 101-41110-437 Miscellaneous	\$3,350.37	\$0.00	\$791.83	-\$791.83	0.00%
E 101-41110-715 Depreciation Expense Transfer	\$950.00	\$675.00	\$0.00	\$675.00	0.00%
E 101-41310-103 Part-Time Employees	\$8,025.00	\$8,650.00	\$3,325.00	\$5,325.00	38.44%
E 101-41310-122 FICA Contribution	\$409.27	\$666.00	\$254.36	\$411.64	38.19%
E 101-41310-331 Training & Travel	\$2,115.81	\$3,199.00	\$403.01	\$2,795.99	12.60%
E 101-41310-433 Dues & Subscriptions	\$30.00	\$40.00	\$30.00	\$10.00	75.00%
E 101-41330-302 Planning Services	\$5,465.22	\$4,550.00	\$291.50	\$4,258.50	6.41%
E 101-41330-304 Legal Services	\$2,030.00	\$3,240.00	\$0.00	\$3,240.00	0.00%
E 101-41410-104 Temporary Employees - Regular	\$0.00	\$1,900.00	\$2,638.25	-\$738.25	138.86%
E 101-41410-201 Office Supplies	\$0.00	\$500.00	\$35.07	\$464.93	7.01%
E 101-41410-207 Training Supplies	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
E 101-41410-309 EDP, Software and Design	\$0.00	\$320.00	\$0.00	\$320.00	0.00%
E 101-41410-322 Postage	\$0.00	\$80.00	\$0.00	\$80.00	0.00%
E 101-41410-351 Legal Notices Publishing	\$0.00	\$250.00	\$177.35	\$72.65	70.94%
E 101-41410-437 Miscellaneous	\$129.66	\$750.00	\$917.91	-\$167.91	122.39%
E 101-41420-351 Legal Notices Publishing	\$1,465.20	\$1,650.00	\$645.79	\$1,004.21	39.14%
E 101-41420-353 Ordinance Publication	\$1,238.00	\$3,000.00	\$0.00	\$3,000.00	0.00%
E 101-41500-101 Full-Time Employees - Regular	\$103,746.07	\$111,703.00	\$101,447.98	\$10,255.02	90.82%
E 101-41500-102 Full-Time Employees - Overtime	\$4,250.61	\$1,277.00	\$1,588.21	-\$311.21	124.37%
E 101-41500-103 Part-Time Employees	\$3,561.75	\$3,000.00	\$2,925.00	\$75.00	97.50%
E 101-41500-106 Administrative Internship	\$0.00	\$8,400.00	\$0.00	\$8,400.00	0.00%
E 101-41500-115 Educational Assistance	\$3,228.42	\$0.00	\$1,516.55	-\$1,516.55	0.00%
E 101-41500-121 PERA Contribution	\$7,182.08	\$8,191.00	\$7,469.96	\$721.04	91.20%
E 101-41500-122 FICA Contribution	\$8,409.73	\$9,577.00	\$7,933.83	\$1,643.17	82.84%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 101-41500-131 Employer Paid Health Insurance	\$2,860.71	\$10,715.00	\$8,763.04	\$1,951.96	81.78%
E 101-41500-132 Employer Paid Dental Insurance	\$780.88	\$1,009.00	\$1,365.50	-\$356.50	135.33%
E 101-41500-133 Employer Paid Life Insurance	\$49.45	\$60.00	\$48.30	\$11.70	80.50%
E 101-41500-151 Worker s Comp Insurance	\$945.00	\$919.00	\$1,168.87	-\$249.87	127.19%
E 101-41500-201 Office Supplies	\$2,275.62	\$2,500.00	\$4,122.75	-\$1,622.75	164.91%
E 101-41500-202 Duplicating & Copying Supply	\$806.97	\$1,000.00	\$522.01	\$477.99	52.20%
E 101-41500-204 Envelopes & Letterhead	\$818.22	\$900.00	\$947.95	-\$47.95	105.33%
E 101-41500-301 Auditing & Accounting Services	\$24,043.20	\$19,900.00	\$24,001.55	-\$4,101.55	120.61%
E 101-41500-309 EDP, Software and Design	\$17,075.29	\$3,653.00	\$6,944.43	-\$3,291.43	190.10%
E 101-41500-312 Financial Services	\$0.00	\$5,000.00	\$8,000.00	-\$3,000.00	160.00%
E 101-41500-321 Telephone	\$4,387.36	\$4,320.00	\$2,945.52	\$1,374.48	68.18%
E 101-41500-322 Postage	\$3,176.80	\$3,800.00	\$2,239.18	\$1,560.82	58.93%
E 101-41500-331 Training & Travel	\$4,387.25	\$6,359.00	\$1,738.20	\$4,620.80	27.33%
E 101-41500-352 General Public Information	\$2,182.25	\$1,400.00	\$3,606.33	-\$2,206.33	257.60%
E 101-41500-361 General Liability Insurance	\$2,392.50	\$2,489.00	\$2,309.56	\$179.44	92.79%
E 101-41500-400 Equipment Repair & Maintenance	\$1,806.86	\$2,700.00	\$1,357.86	\$1,342.14	50.29%
E 101-41500-413 Office Equipment Rental	\$4,831.47	\$3,338.00	\$3,906.20	-\$568.20	117.02%
E 101-41500-433 Dues & Subscriptions	\$1,343.00	\$1,217.00	\$370.00	\$847.00	30.40%
E 101-41500-437 Miscellaneous	\$2,267.00	\$1,500.00	\$34,035.31	-\$32,535.31	2269.02%
E 101-41500-570 Office Equipment & Furnishings	\$272.53	\$0.00	\$3,278.56	-\$3,278.56	0.00%
E 101-41500-715 Depreciation Expense Transfer	\$1,850.00	\$1,650.00	\$0.00	\$1,650.00	0.00%
E 101-41550-201 Office Supplies	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
E 101-41550-305 Assessing Services	\$14,085.19	\$14,624.00	\$12,269.73	\$2,354.27	83.90%
E 101-41610-304 Legal Services	\$23,629.50	\$25,000.00	\$61,163.02	-\$36,163.02	244.65%
E 101-41910-302 Planning Services	\$17,018.87	\$26,600.00	\$4,178.02	\$22,421.98	15.71%
E 101-41940-223 Building Repair Supplies	\$0.00	\$1,000.00	\$8.30	\$991.70	0.83%
E 101-41940-310 Janitorial Services	\$2,759.12	\$2,520.00	\$2,197.76	\$322.24	87.21%
E 101-41940-362 Property Insurance	\$404.00	\$432.00	\$410.00	\$22.00	94.91%
E 101-41940-381 Electric Utilities	\$7,730.47	\$7,000.00	\$5,385.79	\$1,614.21	76.94%
E 101-41940-382 Water Utilities	\$0.00	\$1,900.00	\$0.00	\$1,900.00	0.00%
E 101-41940-383 Gas Utilities	\$3,345.99	\$5,000.00	\$5,974.06	-\$974.06	119.48%
E 101-41940-385 Sewer Utilities	\$0.00	\$2,800.00	\$0.00	\$2,800.00	0.00%
E 101-41940-400 Equipment Repair & Maintenance	\$28.00	\$0.00	\$142.00	-\$142.00	0.00%
E 101-41940-401 Building Repair & Maintenance	\$8,156.40	\$15,000.00	\$9,309.86	\$5,690.14	62.07%
E 101-42110-304 Legal Services	\$22,415.61	\$17,500.00	\$16,457.58	\$1,042.42	94.04%
E 101-42110-306 Police Administration	\$448,999.78	\$465,063.00	\$428,341.69	\$36,721.31	92.10%
E 101-42110-317 Board & Booking Fees	\$3,676.76	\$4,000.00	\$2,270.16	\$1,729.84	56.75%
E 101-42110-437 Miscellaneous	\$0.00	\$1,000.00	\$1,053.52	-\$53.52	105.35%
E 101-42210-124 Fire Pension Contribution	\$27,965.00	\$25,750.00	\$0.00	\$25,750.00	0.00%
E 101-42290-307 Fire Administration	\$161,795.04	\$161,795.00	\$161,795.04	-\$0.04	100.00%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 101-42400-308 Building Inspection	\$8,587.91	\$12,000.00	\$11,604.40	\$395.60	96.70%
E 101-42400-438 Collected for Other Agencies	\$1,073.49	\$2,000.00	\$1,248.00	\$752.00	62.40%
E 101-42500-319 Other Consulting Services	\$502.08	\$505.00	\$502.08	\$2.92	99.42%
E 101-42700-318 Animal Shelter Boarding Fees	\$0.00	\$250.00	\$0.00	\$250.00	0.00%
E 101-43000-101 Full-Time Employees - Regular	\$44,024.72	\$47,632.00	\$35,166.82	\$12,465.18	73.83%
E 101-43000-102 Full-Time Employees - Overtime	\$3,008.96	\$2,159.00	\$3,120.40	-\$961.40	144.53%
E 101-43000-104 Temporary Employees - Regular	\$3,045.00	\$3,600.00	\$3,927.00	-\$327.00	109.08%
E 101-43000-121 PERA Contribution	\$3,388.45	\$3,610.00	\$2,675.18	\$934.82	74.10%
E 101-43000-122 FICA Contribution	\$3,780.55	\$4,111.00	\$3,177.43	\$933.57	77.29%
E 101-43000-131 Employer Paid Health Insurance	\$14,132.00	\$22,720.00	\$9,047.72	\$13,672.28	39.82%
E 101-43000-132 Employer Paid Dental Insurance	\$755.08	\$1,239.00	\$609.00	\$630.00	49.15%
E 101-43000-133 Employer Paid Life Insurance	\$59.80	\$60.00	\$46.00	\$14.00	76.67%
E 101-43000-151 Worker s Comp Insurance	\$5,952.00	\$6,008.00	\$8,974.71	-\$2,966.71	149.38%
E 101-43000-201 Office Supplies	\$266.15	\$200.00	\$96.90	\$103.10	48.45%
E 101-43000-211 Cleaning Supplies	\$23.39	\$200.00	\$17.46	\$182.54	8.73%
E 101-43000-212 Motor Fuels	\$6,488.41	\$4,000.00	\$7,483.58	-\$3,483.58	187.09%
E 101-43000-213 Lubricants & Additives	\$562.10	\$750.00	\$510.47	\$239.53	68.06%
E 101-43000-215 Shop Materials	\$973.07	\$800.00	\$2,046.68	-\$1,246.68	255.84%
E 101-43000-221 Equipment Parts	\$1,809.61	\$4,000.00	\$166.80	\$3,833.20	4.17%
E 101-43000-223 Building Repair Supplies	\$0.00	\$0.00	\$214.55	-\$214.55	0.00%
E 101-43000-225 Landscaping Materials	\$0.00	\$0.00	\$71.94	-\$71.94	0.00%
E 101-43000-240 Small Tools & Minor Equipment	\$23.50	\$600.00	\$369.51	\$230.49	61.59%
E 101-43000-303 Engineering Services	\$3,751.72	\$6,500.00	\$12,445.90	-\$5,945.90	191.48%
E 101-43000-321 Telephone	\$3,796.99	\$2,300.00	\$2,684.56	-\$384.56	116.72%
E 101-43000-323 Radio Units	\$0.00	\$442.00	\$326.44	\$115.56	73.86%
E 101-43000-331 Training & Travel	\$1,900.00	\$1,250.00	\$401.76	\$848.24	32.14%
E 101-43000-350 Printing & Binding	\$74.32	\$0.00	\$62.20	-\$62.20	0.00%
E 101-43000-362 Property Insurance	\$1,101.00	\$1,178.00	\$1,121.00	\$57.00	95.16%
E 101-43000-363 Automotive Insurance	\$2,651.00	\$2,704.00	\$2,487.00	\$217.00	91.97%
E 101-43000-381 Electric Utilities	-\$91.48	\$0.00	-\$90.54	\$90.54	0.00%
E 101-43000-384 Refuse & Recycling	\$0.00	\$300.00	\$88.51	\$211.49	29.50%
E 101-43000-400 Equipment Repair & Maintenance	\$469.38	\$210.00	\$745.44	-\$535.44	354.97%
E 101-43000-401 Building Repair & Maintenance	\$0.00	\$0.00	\$320.81	-\$320.81	0.00%
E 101-43000-404 Machinery & Equipment Repair	\$3,386.20	\$3,350.00	\$2,571.65	\$778.35	76.77%
E 101-43000-417 Uniform Rentals	\$1,710.57	\$4,060.00	\$1,690.81	\$2,369.19	41.65%
E 101-43000-433 Dues & Subscriptions	\$370.90	\$314.00	\$365.00	-\$51.00	116.24%
E 101-43000-437 Miscellaneous	\$1,751.44	\$1,950.00	\$1,015.74	\$934.26	52.09%
E 101-43000-715 Depreciation Expense Transfer	\$18,025.00	\$12,029.00	\$0.00	\$12,029.00	0.00%
E 101-43100-221 Equipment Parts	\$0.00	\$0.00	\$129.06	-\$129.06	0.00%
E 101-43100-224 Street Maintenance Materials	\$3,739.43	\$15,000.00	\$6,689.11	\$8,310.89	44.59%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 101-43100-303 Engineering Services	\$9,380.90	\$4,500.00	\$3,864.90	\$635.10	85.89%
E 101-43100-311 Contract Service	\$8,083.50	\$37,500.00	\$3,513.00	\$33,987.00	9.37%
E 101-43100-361 General Liability Insurance	\$250.79	\$265.00	\$244.95	\$20.05	92.43%
E 101-43100-381 Electric Utilities	\$1,273.48	\$650.00	\$643.98	\$6.02	99.07%
E 101-43124-311 Contract Service	\$27,500.00	\$27,500.00	\$0.00	\$27,500.00	0.00%
E 101-43125-101 Full-Time Employees - Regular	\$10,696.88	\$6,734.00	\$6,223.95	\$510.05	92.43%
E 101-43125-102 Full-Time Employees - Overtime	\$2,534.85	\$1,439.00	\$2,076.32	-\$637.32	144.29%
E 101-43125-121 PERA Contribution	\$948.24	\$593.00	\$584.53	\$8.47	98.57%
E 101-43125-122 FICA Contribution	\$993.87	\$629.00	\$630.85	-\$1.85	100.29%
E 101-43125-229 Sand & Salt Materials	\$4,187.05	\$3,750.00	\$0.00	\$3,750.00	0.00%
E 101-43160-381 Electric Utilities	\$27,402.38	\$28,183.00	\$19,738.01	\$8,444.99	70.04%
E 101-43200-384 Refuse & Recycling	\$112.00	\$1,120.00	\$136.52	\$983.48	12.19%
E 101-45200-101 Full-Time Employees - Regular	\$11,370.16	\$12,552.00	\$7,348.70	\$5,203.30	58.55%
E 101-45200-102 Full-Time Employees - Overtime	\$0.00	\$0.00	\$33.00	-\$33.00	0.00%
E 101-45200-121 PERA Contribution	\$822.83	\$879.00	\$483.36	\$395.64	54.99%
E 101-45200-122 FICA Contribution	\$862.04	\$966.00	\$549.44	\$416.56	56.88%
E 101-45200-135 City Volunteer Insurance	\$167.00	\$175.00	\$179.19	-\$4.19	102.39%
E 101-45200-151 Worker s Comp Insurance	\$525.00	\$551.00	\$527.60	\$23.40	95.75%
E 101-45200-211 Cleaning Supplies	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
E 101-45200-212 Motor Fuels	\$980.78	\$500.00	\$896.06	-\$396.06	179.21%
E 101-45200-215 Shop Materials	\$0.00	\$0.00	\$3.99	-\$3.99	0.00%
E 101-45200-221 Equipment Parts	\$305.37	\$850.00	\$113.71	\$736.29	13.38%
E 101-45200-225 Landscaping Materials	\$1,401.69	\$1,750.00	\$433.18	\$1,316.82	24.75%
E 101-45200-228 Park Equipment Supplies	\$4,022.49	\$3,500.00	\$2,000.93	\$1,499.07	57.17%
E 101-45200-311 Contract Service	\$6,470.00	\$2,500.00	\$5,739.15	-\$3,239.15	229.57%
E 101-45200-322 Postage	\$217.49	\$0.00	\$223.85	-\$223.85	0.00%
E 101-45200-350 Printing & Binding	\$225.85	\$0.00	\$270.30	-\$270.30	0.00%
E 101-45200-362 Property Insurance	\$5,857.00	\$6,267.00	\$5,972.00	\$295.00	95.29%
E 101-45200-402 Structure Repair & Maintenance	\$707.98	\$1,000.00	\$251.27	\$748.73	25.13%
E 101-45200-404 Machinery & Equipment Repair	\$732.74	\$750.00	\$288.04	\$461.96	38.41%
E 101-45200-530 Improvements Other Than Bldgs	\$49,859.88	\$20,000.00	\$22,196.50	-\$2,196.50	110.98%
E 101-45200-715 Depreciation Expense Transfer	\$5,000.00	\$5,400.00	\$0.00	\$5,400.00	0.00%
E 101-46102-311 Contract Service	\$14,556.54	\$2,000.00	\$0.00	\$2,000.00	0.00%
E 101-46300-602 Other Long-Term Debt Principal	\$17,285.15	\$18,046.00	\$18,045.69	\$0.31	100.00%
E 101-46300-612 Other Long-Term Debt Interest	\$4,152.42	\$3,392.00	\$3,391.88	\$0.12	100.00%
E 101-46500-319 Other Consulting Services	\$7,674.00	\$10,000.00	\$8,341.25	\$1,658.75	83.41%
E 101-46500-437 Miscellaneous	\$0.00	\$0.00	\$625.00	-\$625.00	0.00%
E 101-46630-490 Civic Organization Donations	\$6,078.26	\$6,200.00	\$6,078.26	\$121.74	98.04%
E 101-49360-722 Capital Improvement Fund	\$303,421.00	\$140,200.00	\$0.00	\$140,200.00	0.00%
E 101-49360-723 Transfers to WTP Fund	\$29,500.00	\$30,660.00	\$0.00	\$30,660.00	0.00%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 101-49990-725 Contingencies	\$0.00	\$20,000.00	\$0.00	\$20,000.00	0.00%
FUND 101 GENERAL FUND	\$1,764,742.60	\$1,634,400.00	\$1,242,038.10	\$392,361.90	
FUND 105 COMMUNITY EVENTS FUND					
E 105-45000-352 General Public Information	\$745.56	\$0.00	\$2,935.30	-\$2,935.30	0.00%
E 105-45100-311 Contract Service	\$14,449.15	\$0.00	\$19,671.16	-\$19,671.16	0.00%
E 105-45100-322 Postage	\$217.49	\$0.00	\$81.58	-\$81.58	0.00%
E 105-45100-340 Advertising	\$10,403.08	\$0.00	\$7,957.96	-\$7,957.96	0.00%
E 105-45100-410 Rentals (General)	\$5,989.55	\$0.00	\$7,409.76	-\$7,409.76	0.00%
E 105-45100-437 Miscellaneous	\$0.00	\$0.00	\$117.60	-\$117.60	0.00%
FUND 105 COMMUNITY EVENTS FUND	\$31,804.83	\$0.00	\$38,173.36	-\$38,173.36	
FUND 351 DEBT SERVICE (CAPITAL PRJTS)					
E 351-47110-601 Bond Principal	\$0.00	\$0.00	\$75,000.00	-\$75,000.00	0.00%
E 351-47110-611 Bond Interest	\$32,948.44	\$0.00	\$50,487.16	-\$50,487.16	0.00%
E 351-47110-620 Fiscal Agent s Fees	\$450.00	\$0.00	\$900.00	-\$900.00	0.00%
FUND 351 DEBT SERVICE (CAPITAL PRJTS)	\$33,398.44	\$0.00	\$126,387.16	-\$126,387.16	
FUND 450 PARK & RIDE PROJECT					
E 450-43100-311 Contract Service	\$19,257.20	\$0.00	\$16,683.62	-\$16,683.62	0.00%
FUND 450 PARK & RIDE PROJECT	\$19,257.20	\$0.00	\$16,683.62	-\$16,683.62	
FUND 451 CAPITAL IMPROVEMENT PROJECTS					
E 451-43100-303 Engineering Services	\$124,487.63	\$0.00	\$214,628.46	-\$214,628.46	0.00%
E 451-43100-500 Capital Outlay (GENERAL)	\$217,589.20	\$0.00	\$2,287,530.45	-\$2,287,530.45	0.00%
E 451-43124-303 Engineering Services	\$25,165.66	\$0.00	\$4,340.46	-\$4,340.46	0.00%
E 451-43124-500 Capital Outlay (GENERAL)	\$81,256.23	\$0.00	\$17,819.35	-\$17,819.35	0.00%
E 451-49400-303 Engineering Services	\$14,293.00	\$0.00	\$12,069.39	-\$12,069.39	0.00%
E 451-49450-303 Engineering Services	\$660.14	\$0.00	\$23,384.83	-\$23,384.83	0.00%
E 451-49450-500 Capital Outlay (GENERAL)	\$0.00	\$0.00	\$250,187.72	-\$250,187.72	0.00%
FUND 451 CAPITAL IMPROVEMENT PROJECTS	\$463,451.86	\$0.00	\$2,809,960.66	-\$2,809,960.66	
FUND 501 EQUIPMENT REPLACEMENT FUND					
E 501-43000-540 Heavy Machinery	\$6,534.25	\$0.00	\$189,994.10	-\$189,994.10	0.00%
FUND 501 EQUIPMENT REPLACEMENT FUND	\$6,534.25	\$0.00	\$189,994.10	-\$189,994.10	
FUND 601 WATER FUND					
E 601-49400-101 Full-Time Employees - Regular	\$38,437.68	\$38,039.00	\$32,761.59	\$5,277.41	86.13%
E 601-49400-102 Full-Time Employees - Overtime	\$2,937.95	\$1,474.00	\$2,547.04	-\$1,073.04	172.80%
E 601-49400-121 PERA Contribution	\$2,933.96	\$2,572.00	\$2,490.88	\$81.12	96.85%
E 601-49400-122 FICA Contribution	\$3,064.51	\$3,046.00	\$2,636.60	\$409.40	86.56%
E 601-49400-131 Employer Paid Health Insurance	\$10,602.84	\$4,076.00	\$7,257.93	-\$3,181.93	178.07%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 601-49400-132 Employer Paid Dental Insurance	\$601.41	\$300.00	\$517.17	-\$217.17	172.39%
E 601-49400-151 Worker s Comp Insurance	\$1,849.00	\$1,489.00	\$1,025.74	\$463.26	68.89%
E 601-49400-203 Printed Forms & Paper	\$206.57	\$200.00	\$206.57	-\$6.57	103.29%
E 601-49400-204 Envelopes & Letterhead	\$0.00	\$0.00	\$301.14	-\$301.14	0.00%
E 601-49400-215 Shop Materials	\$211.29	\$300.00	\$99.42	\$200.58	33.14%
E 601-49400-216 Chemicals & Chemical Products	\$5,583.76	\$8,500.00	\$8,454.48	\$45.52	99.46%
E 601-49400-221 Equipment Parts	-\$1,150.60	\$3,000.00	\$1,010.21	\$1,989.79	33.67%
E 601-49400-227 Utility Maintenance Supplies	\$10,074.74	\$10,000.00	\$13,626.49	-\$3,626.49	136.26%
E 601-49400-301 Auditing & Accounting Services	\$0.00	\$0.00	\$172,000.00	-\$172,000.00	0.00%
E 601-49400-303 Engineering Services	\$7,339.10	\$6,500.00	\$8,090.84	-\$1,590.84	124.47%
E 601-49400-309 EDP, Software and Design	\$2,763.07	\$677.00	\$1,909.38	-\$1,232.38	282.04%
E 601-49400-310 Janitorial Services	\$664.95	\$110.00	\$584.13	-\$474.13	531.03%
E 601-49400-311 Contract Service	\$24,649.96	\$20,000.00	\$37,144.21	-\$17,144.21	185.72%
E 601-49400-321 Telephone	\$1,794.83	\$1,874.00	\$1,934.28	-\$60.28	103.22%
E 601-49400-322 Postage	\$448.66	\$800.00	\$669.14	\$130.86	83.64%
E 601-49400-331 Training & Travel	\$250.00	\$1,150.00	\$650.00	\$500.00	56.52%
E 601-49400-351 Legal Notices Publishing	\$0.00	\$400.00	\$57.83	\$342.17	14.46%
E 601-49400-361 General Liability Insurance	\$898.16	\$1,383.00	\$877.23	\$505.77	63.43%
E 601-49400-362 Property Insurance	\$3,271.00	\$3,856.00	\$3,327.00	\$529.00	86.28%
E 601-49400-363 Automotive Insurance	\$656.00	\$681.00	\$668.00	\$13.00	98.09%
E 601-49400-381 Electric Utilities	\$30,168.79	\$22,000.00	\$23,298.60	-\$1,298.60	105.90%
E 601-49400-383 Gas Utilities	\$1,381.88	\$2,500.00	\$1,425.44	\$1,074.56	57.02%
E 601-49400-385 Sewer Utilities	\$0.00	\$650.00	\$0.00	\$650.00	0.00%
E 601-49400-400 Equipment Repair & Maintenance	\$4,055.98	\$5,000.00	\$133.50	\$4,866.50	2.67%
E 601-49400-401 Building Repair & Maintenance	\$18.16	\$1,000.00	\$117.79	\$882.21	11.78%
E 601-49400-404 Machinery & Equipment Repair	\$489.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
E 601-49400-410 Rentals (General)	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
E 601-49400-433 Dues & Subscriptions	\$529.50	\$800.00	\$914.68	-\$114.68	114.34%
E 601-49400-437 Miscellaneous	\$721.62	\$0.00	\$12.00	-\$12.00	0.00%
E 601-49400-438 Collected for Other Agencies	\$3,940.00	\$4,450.00	\$2,955.00	\$1,495.00	66.40%
E 601-49400-520 Buildings & Structures	\$0.00	\$0.00	\$179,013.50	-\$179,013.50	0.00%
E 601-49400-601 Bond Principal	\$0.00	\$172,000.00	\$0.00	\$172,000.00	0.00%
E 601-49400-611 Bond Interest	\$59,663.00	\$54,933.00	\$54,932.50	\$0.50	100.00%
E 601-49400-715 Depreciation Expense Transfer	\$2,775.00	\$2,775.00	\$0.00	\$2,775.00	0.00%
E 601-49400-722 Capital Improvement Fund	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
<b>FUND 601 WATER FUND</b>	<b>\$251,831.77</b>	<b>\$411,735.00</b>	<b>\$563,650.31</b>	<b>-\$151,915.31</b>	
<b>FUND 602 SEWER FUND</b>					
E 602-49450-101 Full-Time Employees - Regular	\$7,148.78	\$16,292.00	\$4,883.99	\$11,408.01	29.98%
E 602-49450-102 Full-Time Employees - Overtime	\$807.04	\$506.00	\$2,108.32	-\$1,602.32	416.66%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 602-49450-121 PERA Contribution	\$541.66	\$1,092.00	\$437.86	\$654.14	40.10%
E 602-49450-122 FICA Contribution	\$566.47	\$1,293.00	\$524.67	\$768.33	40.58%
E 602-49450-131 Employer Paid Health Insurance	\$1,098.42	\$3,718.00	\$971.83	\$2,746.17	26.14%
E 602-49450-132 Employer Paid Dental Insurance	\$68.31	\$200.00	\$74.77	\$125.23	37.39%
E 602-49450-151 Worker s Comp Insurance	\$635.00	\$557.00	\$397.46	\$159.54	71.36%
E 602-49450-203 Printed Forms & Paper	\$206.58	\$250.00	\$206.58	\$43.42	82.63%
E 602-49450-204 Envelopes & Letterhead	\$0.00	\$0.00	\$301.12	-\$301.12	0.00%
E 602-49450-216 Chemicals & Chemical Products	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
E 602-49450-221 Equipment Parts	\$0.00	\$1,200.00	\$166.15	\$1,033.85	13.85%
E 602-49450-227 Utility Maintenance Supplies	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
E 602-49450-240 Small Tools & Minor Equipment	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
E 602-49450-303 Engineering Services	\$1,481.00	\$6,000.00	\$1,357.00	\$4,643.00	22.62%
E 602-49450-309 EDP, Software and Design	\$838.00	\$677.00	\$1,619.34	-\$942.34	239.19%
E 602-49450-311 Contract Service	\$43,172.95	\$81,000.00	\$48,036.55	\$32,963.45	59.30%
E 602-49450-319 Other Consulting Services	\$170,914.72	\$187,926.00	\$158,420.90	\$29,505.10	84.30%
E 602-49450-322 Postage	\$448.64	\$300.00	\$648.39	-\$348.39	216.13%
E 602-49450-331 Training & Travel	\$0.00	\$550.00	\$55.00	\$495.00	10.00%
E 602-49450-351 Legal Notices Publishing	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
E 602-49450-361 General Liability Insurance	\$2,036.00	\$112.00	\$2,780.00	-\$2,668.00	2482.14%
E 602-49450-362 Property Insurance	\$60.00	\$70.00	\$60.00	\$10.00	85.71%
E 602-49450-381 Electric Utilities	\$3,232.17	\$4,000.00	\$2,130.15	\$1,869.85	53.25%
E 602-49450-383 Gas Utilities	\$821.29	\$0.00	\$531.61	-\$531.61	0.00%
E 602-49450-400 Equipment Repair & Maintenance	\$925.00	\$3,500.00	\$675.00	\$2,825.00	19.29%
E 602-49450-433 Dues & Subscriptions	\$2,016.23	\$1,889.00	\$2,245.43	-\$356.43	118.87%
E 602-49450-437 Miscellaneous	\$588.20	\$0.00	\$1,720.00	-\$1,720.00	0.00%
E 602-49450-438 Collected for Other Agencies	\$2,435.00	\$0.00	\$2,485.00	-\$2,485.00	0.00%
E 602-49450-439 Refunds & Reimbursement	\$0.00	\$0.00	\$4,294.52	-\$4,294.52	0.00%
E 602-49450-603 Short-Term Debt Principal	\$0.00	\$8,000.00	\$0.00	\$8,000.00	0.00%
E 602-49450-611 Bond Interest	\$5,795.38	\$3,198.00	\$3,197.26	\$0.74	99.98%
E 602-49450-613 Short-Term Debt Interest	\$0.00	\$707.00	\$0.00	\$707.00	0.00%
E 602-49450-715 Depreciation Expense Transfer	\$2,081.00	\$2,081.00	\$0.00	\$2,081.00	0.00%
E 602-49450-722 Capital Improvement Fund	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	0.00%
<b>FUND 602 SEWER FUND</b>	<b>\$267,917.84</b>	<b>\$346,918.00</b>	<b>\$240,328.90</b>	<b>\$106,589.10</b>	
<b>FUND 603 STORM WATER FUND</b>					
E 603-49455-101 Full-Time Employees - Regular	\$1,926.09	\$1,786.00	\$537.18	\$1,248.82	30.08%
E 603-49455-102 Full-Time Employees - Overtime	\$1,825.58	\$253.00	\$603.80	-\$350.80	238.66%
E 603-49455-121 PERA Contribution	\$272.09	\$133.00	\$65.48	\$67.52	49.23%
E 603-49455-122 FICA Contribution	\$285.24	\$157.00	\$85.85	\$71.15	54.68%
E 603-49455-303 Engineering Services	\$16,939.02	\$10,000.00	\$17,733.09	-\$7,733.09	177.33%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 603-49455-311 Contract Service	\$0.00	\$7,500.00	\$0.00	\$7,500.00	0.00%
E 603-49455-433 Dues & Subscriptions	\$9,528.76	\$7,219.00	\$9,273.60	-\$2,054.60	128.46%
E 603-49455-530 Improvements Other Than Bldgs	\$0.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
<b>FUND 603 STORM WATER FUND</b>	<b>\$30,776.78</b>	<b>\$57,048.00</b>	<b>\$28,299.00</b>	<b>\$28,749.00</b>	
<b>FUND 801 FIRE PARTNERSHIP FUND</b>					
E 801-42210-103 Part-Time Employees	\$12,381.00	\$15,000.00	\$10,000.00	\$5,000.00	66.67%
E 801-42210-107 Secretarial Services	\$806.44	\$1,000.00	\$1,873.44	-\$873.44	187.34%
E 801-42210-122 FICA Contribution	\$1,059.15	\$1,200.00	\$908.34	\$291.66	75.70%
E 801-42210-124 Fire Pension Contribution	\$23,678.62	\$18,000.00	\$0.00	\$18,000.00	0.00%
E 801-42210-151 Worker s Comp Insurance	\$5,881.00	\$5,425.00	\$7,240.34	-\$1,815.34	133.46%
E 801-42210-201 Office Supplies	\$659.25	\$750.00	\$156.36	\$593.64	20.85%
E 801-42210-203 Printed Forms & Paper	\$455.08	\$500.00	\$61.25	\$438.75	12.25%
E 801-42210-300 Management Services	\$5,735.12	\$5,735.00	\$5,257.12	\$477.88	91.67%
E 801-42210-304 Legal Services	\$1,780.00	\$1,000.00	\$245.00	\$755.00	24.50%
E 801-42210-311 Contract Service	\$127.08	\$1,000.00	\$0.00	\$1,000.00	0.00%
E 801-42210-322 Postage	\$99.59	\$200.00	\$68.98	\$131.02	34.49%
E 801-42210-361 General Liability Insurance	\$1,856.55	\$3,017.00	\$1,813.26	\$1,203.74	60.10%
E 801-42210-362 Property Insurance	\$799.00	\$0.00	\$814.00	-\$814.00	0.00%
E 801-42210-363 Automotive Insurance	\$12,828.00	\$12,675.00	\$12,764.00	-\$89.00	100.70%
E 801-42210-430 Personnel Testing	\$20.00	\$5,500.00	\$4,183.99	\$1,316.01	76.07%
E 801-42210-433 Dues & Subscriptions	\$2,966.00	\$3,000.00	\$2,465.00	\$535.00	82.17%
E 801-42210-434 Awards & Indemnities	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
E 801-42210-437 Miscellaneous	\$643.97	\$1,000.00	\$802.58	\$197.42	80.26%
E 801-42220-103 Part-Time Employees	\$48,072.79	\$60,000.00	\$38,479.27	\$21,520.73	64.13%
E 801-42220-122 FICA Contribution	\$3,626.52	\$3,900.00	\$2,928.06	\$971.94	75.08%
E 801-42220-215 Shop Materials	\$0.00	\$250.00	\$0.00	\$250.00	0.00%
E 801-42220-240 Small Tools & Minor Equipment	\$32,723.10	\$15,000.00	\$21,105.31	-\$6,105.31	140.70%
E 801-42220-580 Other Equipment	\$4,675.60	\$7,900.00	\$8,794.20	-\$894.20	111.32%
E 801-42230-352 General Public Information	\$323.49	\$500.00	\$638.38	-\$138.38	127.68%
E 801-42230-437 Miscellaneous	\$187.57	\$500.00	\$566.31	-\$66.31	113.26%
E 801-42240-207 Training Supplies	-\$811.87	\$1,500.00	\$262.57	\$1,237.43	17.50%
E 801-42240-331 Training & Travel	\$11,034.78	\$16,600.00	\$8,674.95	\$7,925.05	52.26%
E 801-42240-580 Other Equipment	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
E 801-42250-221 Equipment Parts	\$0.00	\$4,000.00	\$699.40	\$3,300.60	17.49%
E 801-42250-309 EDP, Software and Design	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
E 801-42250-323 Radio Units	\$0.00	\$1,000.00	\$321.00	\$679.00	32.10%
E 801-42250-419 General Rentals	\$8,839.34	\$15,000.00	\$10,027.30	\$4,972.70	66.85%
E 801-42250-580 Other Equipment	\$449.99	\$5,500.00	\$2,734.88	\$2,765.12	49.73%
E 801-42260-212 Motor Fuels	\$4,297.42	\$3,500.00	\$3,741.88	-\$241.88	106.91%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 801-42260-221 Equipment Parts	\$658.62	\$2,000.00	\$168.62	\$1,831.38	8.43%
E 801-42260-404 Machinery & Equipment Repair	\$208.27	\$10,000.00	\$791.86	\$9,208.14	7.92%
E 801-42260-580 Other Equipment	\$18,957.62	\$10,000.00	\$5,043.23	\$4,956.77	50.43%
E 801-42265-405 Vehicle Repair & Maintenance	\$18,551.38	\$49,000.00	\$16,436.67	\$32,563.33	33.54%
E 801-42265-550 Motor Vehicles	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%
E 801-42270-215 Shop Materials	\$298.68	\$500.00	\$541.43	-\$41.43	108.29%
E 801-42270-221 Equipment Parts	\$564.58	\$1,500.00	\$19,318.45	-\$17,818.45	1287.90%
E 801-42280-211 Cleaning Supplies	\$557.65	\$750.00	\$519.21	\$230.79	69.23%
E 801-42280-223 Building Repair Supplies	\$2,531.68	\$1,500.00	\$259.51	\$1,240.49	17.30%
E 801-42280-311 Contract Service	\$935.00	\$1,500.00	\$1,858.50	-\$358.50	123.90%
E 801-42280-321 Telephone	\$3,334.84	\$3,300.00	\$2,969.53	\$330.47	89.99%
E 801-42280-362 Property Insurance	\$0.00	\$799.00	\$0.00	\$799.00	0.00%
E 801-42280-381 Electric Utilities	\$6,603.32	\$3,200.00	\$4,398.67	-\$1,198.67	137.46%
E 801-42280-382 Water Utilities	\$0.00	\$800.00	\$0.00	\$800.00	0.00%
E 801-42280-383 Gas Utilities	\$5,302.91	\$5,000.00	\$6,672.40	-\$1,672.40	133.45%
E 801-42280-384 Refuse & Recycling	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
E 801-42280-385 Sewer Utilities	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
E 801-42280-520 Buildings & Structures	\$2,655.15	\$5,000.00	\$632.38	\$4,367.62	12.65%
E 801-42280-560 Furniture & Fixtures	\$0.00	\$500.00	\$88.65	\$411.35	17.73%
E 801-49360-721 Equipment Revolving Fund	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
E 801-49360-722 Capital Improvement Fund	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
E 801-49990-750 Use of Reserves	\$0.00	-\$15,500.00	\$0.00	-\$15,500.00	0.00%
<b>FUND 801 FIRE PARTNERSHIP FUND</b>	<b>\$306,354.28</b>	<b>\$355,201.00</b>	<b>\$207,326.28</b>	<b>\$147,874.72</b>	
<b>FUND 802 FIRE EQUIP &amp; CAPITAL FUND</b>					
E 802-42265-550 Motor Vehicles	\$41,712.45	\$0.00	\$7.00	-\$7.00	0.00%
<b>FUND 802 FIRE EQUIP &amp; CAPITAL FUND</b>	<b>\$41,712.45</b>	<b>\$0.00</b>	<b>\$7.00</b>	<b>-\$7.00</b>	
<b>FUND 803 FIRE DEBT SERVICE</b>					
E 803-47076-601 Bond Principal	\$0.00	\$0.00	\$50,000.00	-\$50,000.00	0.00%
E 803-47076-611 Bond Interest	\$0.00	\$0.00	\$5,335.00	-\$5,335.00	0.00%
<b>FUND 803 FIRE DEBT SERVICE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$55,335.00</b>	<b>-\$55,335.00</b>	
	<b>\$3,217,782.30</b>	<b>\$2,805,302.00</b>	<b>\$5,518,183.49</b>	<b>-\$2,712,881.49</b>	

CITY OF MAPLE PLAIN

11/07/

Revenue Quarterly

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance
<b>FUND 101 GENERAL FUND</b>				
R 101-31010 Current Ad Valorem Tax	\$1,005,653.93	\$1,291,109.00	\$555,250.99	\$735,858.01
R 101-31020 Delinquent Ad Valorem	\$10,576.28	\$0.00	\$14,095.67	-\$14,095.67
R 101-31040 Fiscal Disparities	\$159,136.77	\$0.00	\$95,790.65	-\$95,790.65
R 101-31850 Economic Development	\$27,341.00	\$27,341.00	\$0.00	\$27,341.00
R 101-32100 Business Licenses & Per	\$1,340.00	\$500.00	\$6,805.00	-\$6,305.00
R 101-32110 Alcoholic Beverages	\$12,145.00	\$12,145.00	\$5,715.00	\$6,430.00
R 101-32160 Professional & Occupati	\$0.00	\$250.00	\$0.00	\$250.00
R 101-32180 Other Licenses & Permit	\$175.00	\$500.00	\$75.00	\$425.00
R 101-32210 Building Permits	\$43,080.03	\$27,500.00	\$36,522.84	-\$9,022.84
R 101-32265 Grading Permit	\$550.00	\$750.00	\$200.00	\$550.00
R 101-32270 Excavation Permit	\$0.00	\$250.00	\$0.00	\$250.00
R 101-32275 Right of Way Permit	\$3,500.00	\$0.00	\$2,500.00	-\$2,500.00
R 101-33000 Intergovernmental Reve	\$2,277.25	\$0.00	\$24,031.24	-\$24,031.24
R 101-33401 Local Government Aid	\$240,047.00	\$248,536.00	\$124,268.50	\$124,267.50
R 101-33422 Other State Aid Grants	\$935.00	\$935.00	\$467.50	\$467.50
R 101-33620 Other County Grants &	\$6,290.00	\$8,610.00	\$18,845.00	-\$10,235.00
R 101-34101 Rent - City Hall & Water	\$33,194.61	\$33,860.00	\$33,683.43	\$176.57
R 101-34103 Zoning & Subdivision Fe	\$1,550.00	\$0.00	\$5,100.00	-\$5,100.00
R 101-34403 Recycling & Refuse Inco	\$880.46	\$0.00	\$4.23	-\$4.23
R 101-34950 Other Revenues	\$9,298.11	\$500.00	\$0.00	\$500.00
R 101-35100 Court Fines	\$12,730.98	\$11,000.00	\$10,122.80	\$877.20
R 101-35104 Other Fines	\$315.00	\$200.00	\$35.00	\$165.00
R 101-35110 Administrative Citations	\$180.00	\$2,000.00	\$200.00	\$1,800.00
R 101-36210 Interest Earnings	\$4,290.20	\$0.00	\$14,053.86	-\$14,053.86
R 101-36230 Contributions & Donatio	\$9,007.00	\$12,500.00	\$3,000.00	\$9,500.00
R 101-36500 Collected for other Gove	\$3,432.28	\$0.00	-\$130.00	\$130.00
R 101-37175 Sales Tax	-\$2,429.77	\$0.00	-\$113.37	\$113.37
R 101-37275 Miscellaneous Income	\$5,710.81	\$5,900.00	\$5,445.34	\$454.66
R 101-39101 Sales of Fixed Assets &	\$16.80	\$0.00	\$40,417.20	-\$40,417.20
R 101-39203 Transfer from Other Fu	\$0.00	\$0.00	\$16,548.34	-\$16,548.34
<b>FUND 101 GENERAL FUND</b>	<b>\$1,591,223.74</b>	<b>\$1,684,386.00</b>	<b>\$1,012,934.22</b>	<b>\$671,451.78</b>
<b>FUND 105 COMMUNITY EVENTS FUND</b>				
R 105-34700 Culture & Recreation	\$17,144.42	\$0.00	\$22,116.05	-\$22,116.05
<b>FUND 105 COMMUNITY EVENTS FUN</b>	<b>\$17,144.42</b>	<b>\$0.00</b>	<b>\$22,116.05</b>	<b>-\$22,116.05</b>
<b>FUND 351 DEBT SERVICE (CAPITAL PRJTS)</b>				
R 351-36110 Oak-Boundary Assessm	\$7,225.18	\$0.00	\$9,751.00	-\$9,751.00
<b>FUND 351 DEBT SERVICE (CAPITAL P</b>	<b>\$7,225.18</b>	<b>\$0.00</b>	<b>\$9,751.00</b>	<b>-\$9,751.00</b>
<b>FUND 451 CAPITAL IMPROVEMENT PROJECTS</b>				
R 451-33400 State Grants and Aids	\$0.00	\$0.00	\$7,194.33	-\$7,194.33
R 451-39310 Proceeds-Gen Obligatio	\$353,535.00	\$0.00	\$2,967,103.03	-\$2,967,103.03
<b>FUND 451 CAPITAL IMPROVEMENT P</b>	<b>\$353,535.00</b>	<b>\$0.00</b>	<b>\$2,974,297.36</b>	<b>-\$2,974,297.36</b>
<b>FUND 501 EQUIPMENT REPLACEMENT FUND</b>				
R 501-34780 Park Dedication Fees	\$0.00	\$0.00	\$3,750.00	-\$3,750.00
<b>FUND 501 EQUIPMENT REPLACEMEN</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,750.00</b>	<b>-\$3,750.00</b>
<b>FUND 601 WATER FUND</b>				
R 601-37100 Water Sales	\$307,147.37	\$305,452.00	\$263,803.76	\$41,648.24
R 601-37110 Water Fixed	\$24,076.52	\$26,464.00	\$21,898.67	\$4,565.33
R 601-37120 Water Treatment Charg	\$81,855.98	\$83,180.00	\$73,448.47	\$9,731.53

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Page 1

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R 601-37130 State Water Charge	\$5,138.68	\$0.00	\$4,587.21	-\$4,587.21
R 601-37150 Water Connection Fees	\$22,916.00	\$0.00	\$8,667.00	-\$8,667.00
R 601-37160 Water Penalty	\$5,981.07	\$0.00	\$2,826.72	-\$2,826.72
R 601-37170 Deferred Charges	\$0.00	\$2,970.00	\$0.00	\$2,970.00
<b>FUND 601 WATER FUND</b>	<b>\$447,115.62</b>	<b>\$418,066.00</b>	<b>\$375,231.83</b>	<b>\$42,834.17</b>
<b>FUND 602 SEWER FUND</b>				
R 602-37200 Sewer Sales	\$123,995.99	\$138,514.00	\$96,379.41	\$42,134.59
R 602-37210 Sewer Fixed	\$231,490.99	\$234,379.00	\$207,173.86	\$27,205.14
R 602-37250 Sewer Connection Fees	\$0.00	\$0.00	\$3,085.00	-\$3,085.00
R 602-37260 Sewer Penalty	\$5,485.36	\$0.00	\$2,709.24	-\$2,709.24
R 602-37270 Deferred Charges	\$0.00	\$6,663.00	\$0.00	\$6,663.00
<b>FUND 602 SEWER FUND</b>	<b>\$360,972.34</b>	<b>\$379,556.00</b>	<b>\$309,347.51</b>	<b>\$70,208.49</b>
<b>FUND 603 STORM WATER FUND</b>				
R 603-37400 Storm Sewer (Residenti	\$27,313.50	\$17,750.00	\$19,180.91	-\$1,430.91
R 603-37410 Storm Sewer (Institutio	\$1,851.30	\$4,300.00	\$1,012.52	\$3,287.48
R 603-37420 Storm Sewer (Multi-Fam	\$3,293.10	\$3,900.00	\$3,186.89	\$713.11
R 603-37430 Storm Sewer (Comm/In	\$54,533.58	\$49,000.00	\$51,285.16	-\$2,285.16
R 603-37460 Storm Sewer Penalty	\$969.33	\$0.00	\$605.79	-\$605.79
<b>FUND 603 STORM WATER FUND</b>	<b>\$87,960.81</b>	<b>\$74,950.00</b>	<b>\$75,271.27</b>	<b>-\$321.27</b>
<b>FUND 604 MCGARRYS SEWER REPAIRS</b>				
R 604-36100 Special Assessments	\$1,176.54	\$0.00	\$2,889.87	-\$2,889.87
<b>FUND 604 MCGARRYS SEWER REPAI</b>	<b>\$1,176.54</b>	<b>\$0.00</b>	<b>\$2,889.87</b>	<b>-\$2,889.87</b>
<b>FUND 801 FIRE PARTNERSHIP FUND</b>				
R 801-33420 Insurance Premium Tax	\$18,277.93	\$18,000.00	\$0.00	\$18,000.00
R 801-33422 Other State Aid Grants	\$5,401.18	\$0.00	\$550.00	-\$550.00
R 801-34202 Special Fire Protection S	\$333,535.92	\$355,201.00	\$313,291.59	\$41,909.41
R 801-36230 Contributions & Donatio	\$90.00	\$0.00	\$30.00	-\$30.00
R 801-39101 Sales of Fixed Assets &	\$3,378.75	\$0.00	\$3,378.75	-\$3,378.75
<b>FUND 801 FIRE PARTNERSHIP FUND</b>	<b>\$360,683.78</b>	<b>\$373,201.00</b>	<b>\$317,250.34</b>	<b>\$55,950.66</b>
<b>FUND 802 FIRE EQUIP &amp; CAPITAL FUND</b>				
R 802-36210 Interest Earnings	\$5.27	\$0.00	\$4.42	-\$4.42
<b>FUND 802 FIRE EQUIP &amp; CAPITAL FU</b>	<b>\$5.27</b>	<b>\$0.00</b>	<b>\$4.42</b>	<b>-\$4.42</b>
	<b>\$3,227,042.70</b>	<b>\$2,930,159.00</b>	<b>\$5,102,843.87</b>	<b>-\$2,172,684.87</b>

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## City of Maple Plain

### Request by Jeffrey Markus for Site Plan Review to Allow Modifications to the Existing Building and Associated Site Improvements on the Property Located at 1275 Poplar Avenue

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*To:* Planning Commission  
*From:* Mark Kaltsas, City Planner  
*Meeting Date:* November 6, 2014  
*Applicant:* Jeffrey Markus  
*Owner:* Jeffrey Markus  
*Location:* 1275 Poplar Avenue

**Request:**

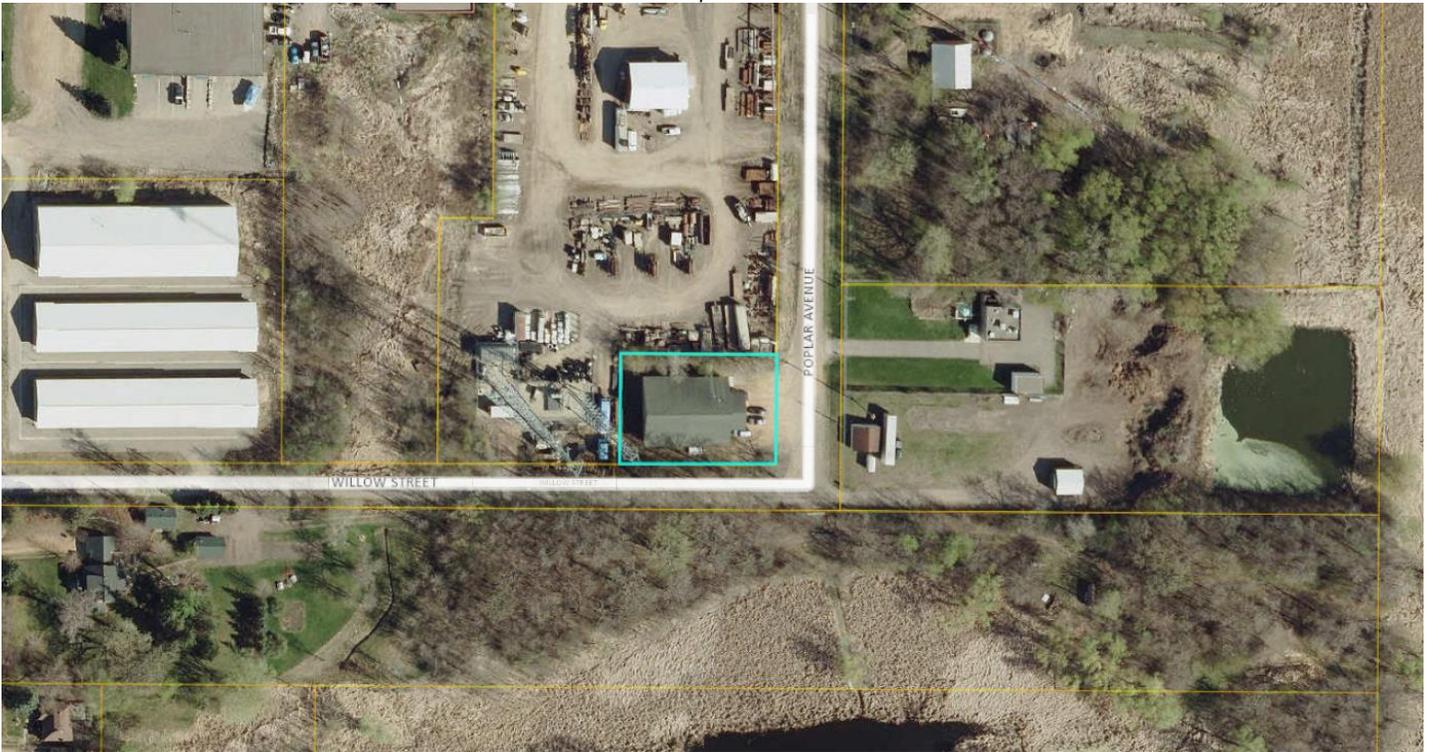
Jeffrey Markus (Applicant) requests that the City consider the following action for the property located at 1275 Poplar Avenue (PID No. 25-118-24-13-0011):

- a. Site Plan Review to allow modifications to the existing commercial building and associated site improvements on the subject property.

**Property/Site Information:**

The property is located on the northwest corner of the intersection of Poplar Avenue and Willow Street. The site has an existing building that is accessed from Poplar Avenue. The subject property is located within the I - Industrial Zoning District. The property has the following characteristics:

Property Information: 1275 Poplar Avenue  
Zoning: *I – Industrial*  
Comprehensive Plan: *Industrial*  
Acreage: *.34 Acres (14,790 SF)*



**Discussion:**

The applicant is seeking site plan review to allow modifications to the existing building and use of the site for a landscaping business. The existing building is oriented such that the entrance faces east and has a driveway access off of Poplar Avenue. The existing building is approximately 4,650 SF and contains office area as well as storage/warehouse space. The applicant would like to convert the western portion of the building into a garage/storage/service area for the landscape business. In order to utilize the western portion of the building, the applicant would like to install an overhead door that would provide access to the western portion of the building via a new driveway access off of Willow Street. In addition to the building modifications, the applicant is requesting use of the site for outdoor storage associated with the principal use of the building. The outdoor storage would be required to be located to the west and north sides of the building. All commercial and industrial development is required to go through the site plan review process. Site plan review requires the review of the Planning Commission and City Council. The Planning Commission holds a public hearing as a part of the site plan review process. The City shall consider the proposed site plan and subsequent effects relating to evaluation criteria established in the City's ordinance.

**153.045 INTENT AND PROCEDURE**

*(l) 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).*

The applicant has purchased this property for the purpose of relocating their existing business. The City allows landscaping contractor shops in the Industrial Zoning District. Outdoor storage is also permitted in the Industrial Zoning District. The applicant is requesting approval to add the new driveway access to Willow Street and use a portion of the site for outdoor storage. The City has requirements pertaining to both requests. The applicant is also proposing to leave the existing driveway and parking area located on Poplar Avenue "as is". This parking area is currently a gravel surface with several undefined parking spaces. The City requires existing buildings to be brought into compliance with current site design standards if they are altered to 67% of their value. The applicant is not proposing to make alterations which would exceed 67% of the building value (current value - \$261,000 \* 67% = \$175,000). For this reason, the existing parking area would be permitted to remain in its current condition. It should be noted that the City would require approximately 14 parking spaces for this building if constructed today. There are currently no defined parking spaces on this property. The site could likely accommodate approximately 8-10 spaces. Based on the type of building and its proposed use, the City would require the following number of parking spaces:

Parking Summary:

Office Space – 1 space per 250 sf (2070 sf/ 250) = 8 spaces required

Warehouse Space – 1 space per 400 sf (2580 sf/400) = 6 spaces required

Total Number of Parking Spaces Required = 14

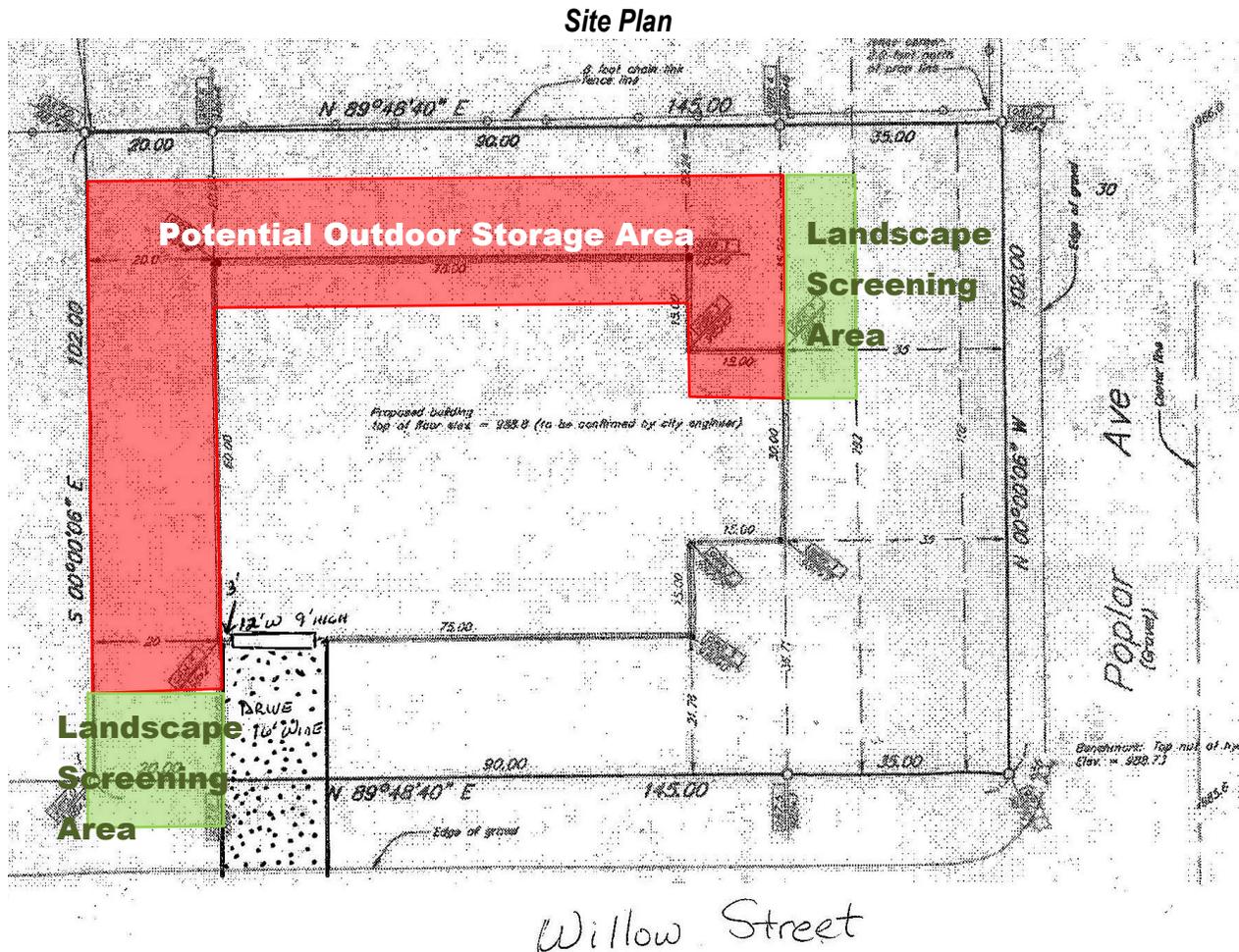
Total Number of Parking Spaces Provided = approximately 8-10 spaces

The applicant is proposing to construct a new driveway off of Willow Street that would be gravel. The City requires all new driveways and parking areas to be paved. The applicant is proposing to utilize a portion of the site for outdoor storage. The City has requirements pertaining to outdoor storage areas. The following provisions apply to outdoor storage areas:

- (3) Outdoor storage (not open sales lots) provided that:
- (a) The storage area is landscaped and screened from view of neighboring uses, residential zoning districts, and public rights-of-way per § 153.063 (C) and (D) of the City Code;
  - (b) The storage area is fenced in a manner approved by the City;
  - (c) The storage area shall be paved or surfaced (concrete or blacktop) to control dust and erosion, unless determined by the city that a vegetative or alternative low impact development surface is more appropriate in order to reduce hard surface but will maintain water runoff and quality;
  - (d) All lighting shall be in compliance with City's light standards identified in § 150.01;
  - (e) The storage area does not take up parking space or loading space as required for conformity to this Ordinance and not in front yards;
  - (f) The storage area shall not abut property zoned for residential use, including land in another city. "Abutting" includes across the street. "Abutting" does not include properties that touch only corner to corner;

- (g) The ratio of storage area to building footprint shall not exceed 3:1; and
- (h) Storage shall not include material considered hazardous under Federal or State Environmental Law.

In order to comply with the requirements for outdoor storage the applicant will need to fence and screen the proposed outdoor storage area. On the south side of the property, no outdoor storage is permitted because it is located across from a residential zoning district in an adjacent City. The applicant would be permitted to utilize the west and north sides of the property for outdoor storage. The applicant is requesting that the City allow the outdoor storage areas to be gravel rather than paved to reduce impervious surface. The City requires outdoor storage areas to be paved to control dust and erosion, unless determined by the City that a vegetative or low impact surface is more appropriate to reduce hard surface. The City will need to determine if a non-paved surface will be permitted in this location. The City will require the applicant to submit a landscape plan which indicates the actual type and size of the proposed landscaping. In addition, the applicant will need to provide the City with the actual fencing plan for the outdoor storage area. This plan shall also indicate the proposed location for access into the outdoor storage area.



Storm Water Management, Grading and Drainage:

This project does not trigger the Watershed review of stormwater management. The City's engineer will review the final plans prepared by the applicant. Any conditions required as a result of the City's review will be incorporated into the conditions of approval should the site plan be approved.

The proposed site plan generally meets the requirements established by the City.

Additional Considerations:

This property is located in an area that is zoned I- Industrial. The area is bordered on two sides by heavy commercial users. The property is bordered on the south side by residential property in the City of Independence. The portion of the property directly across from this site does not contain any structures and is generally wooded with some wetlands. Adding the overhead door and driveway access does not appear to have an impact on the surrounding properties. The south side of the property is currently screened by an existing wooded area. The applicant would need to remove some existing vegetation along the south side of the property to provide the proposed access. The remaining vegetation would provide some screening of any outdoor storage proposed on the west side of the property. Additional landscaping on the south side may not need to be overly dense depending on the extent of the existing plant removal. Utilizing the north and west sides of the property for outdoor storage is consistent with the allowed use of the property. There is adequate space to provide a landscape buffer for the proposed outdoor storage area.

***Neighbor Comments:***

The City has received questions relating to the proposal from the adjacent property owner.

***Recommendation:***

Staff is seeking a recommendation from the Planning Commission relating to the requested Site Plan Review. Should the Planning Commission recommend approval of the requested action to the City Council, the following findings and conditions should be included:

1. The proposed site plan review 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 that may arise as a result of their final review of the site plan.
  - b. The Applicant shall provide the City with a revised site plan which indicates the location of the proposed fence and access into the outdoor storage area.

- c. The Applicant shall provide the City with a revised landscape plan detailing the proposed landscape to screen the outdoor storage area.
3. The Applicant shall pay for all costs associated with the City's review of the site plan review.

**Attachments:**

1. Property Pictures
2. Survey
3. Building Plan

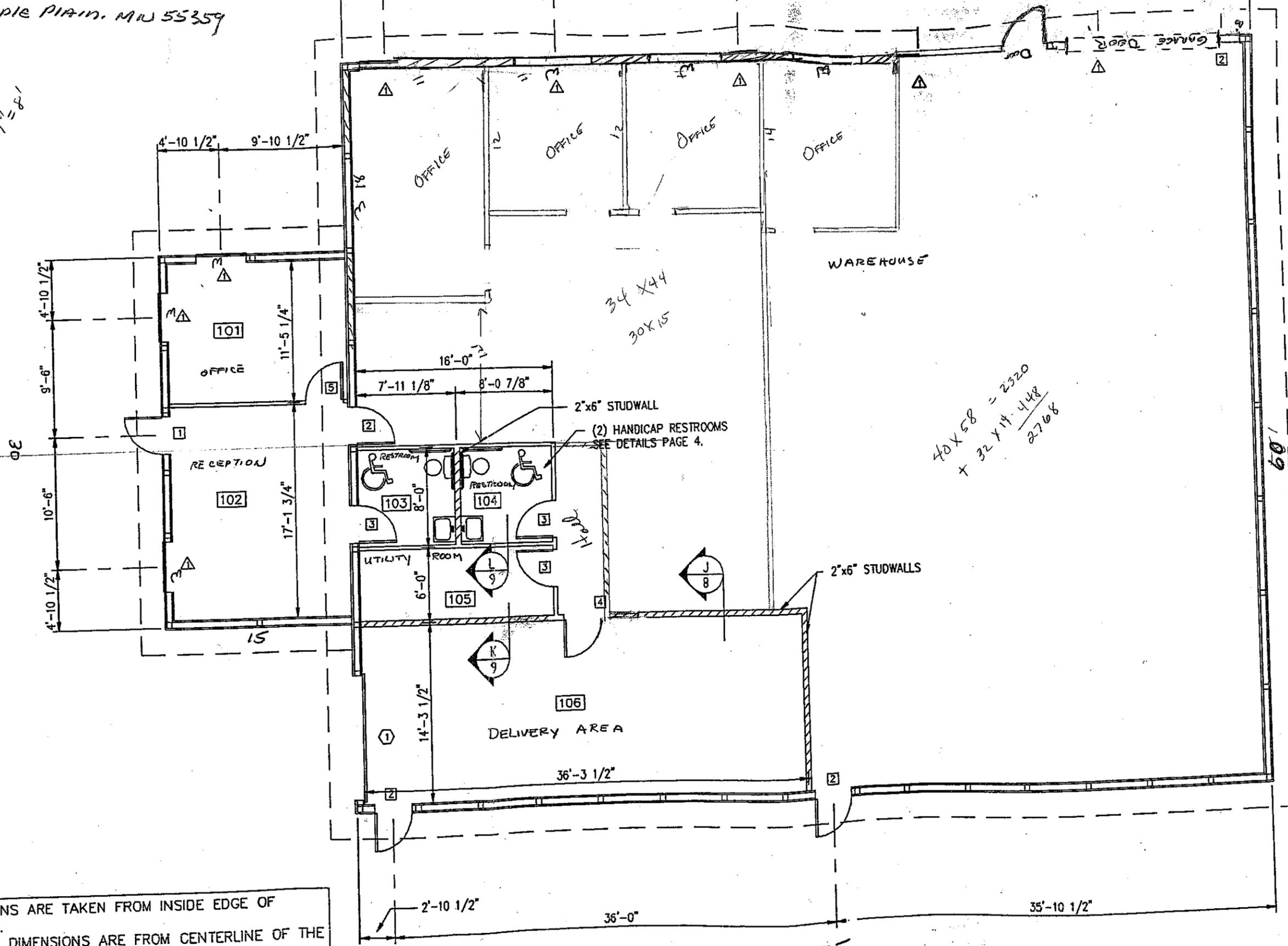
Aerial Photograph (looking west)



1275 POPLAR AVE  
 MAPLE PLAIN, MN 55359

ROOM FINISH SCHEDULE							
RM #	DESCRIPTION	SIZE (NOMINAL)	FLOOR FINISH	BASE	WALL FINISH	CEILING FINISH	HEIGHT
101	OFFICE	15'x11'-6"	TO BE DETERMINED	T.B.D.	GYP SUM	GYP SUM	10'-0"
102	RECEPTION	17'x15'	TO BE DETERMINED	T.B.D.	GYP SUM	GYP SUM	10'-0"
103	RESTROOM	8'x8'	TO BE DETERMINED	T.B.D.	M.R. GYP SUM	M.R. GYP SUM	10'-0"
104	RESTROOM	8'x8'	TO BE DETERMINED	T.B.D.	M.R. GYP SUM	M.R. GYP SUM	10'-0"
105	UTILITY ROOM	6'x16'	TO BE DETERMINED	T.B.D.	OSB	STEEL	10'-0"
106	DELIVERY AREA	14'-6" x 36'-6"	TO BE DETERMINED	T.B.D.	STEEL	STEEL	10'-0"
107	WAREHOUSE	60'x75'	TO BE DETERMINED	T.B.D.	GYP SUM	GYP SUM	10'-0"

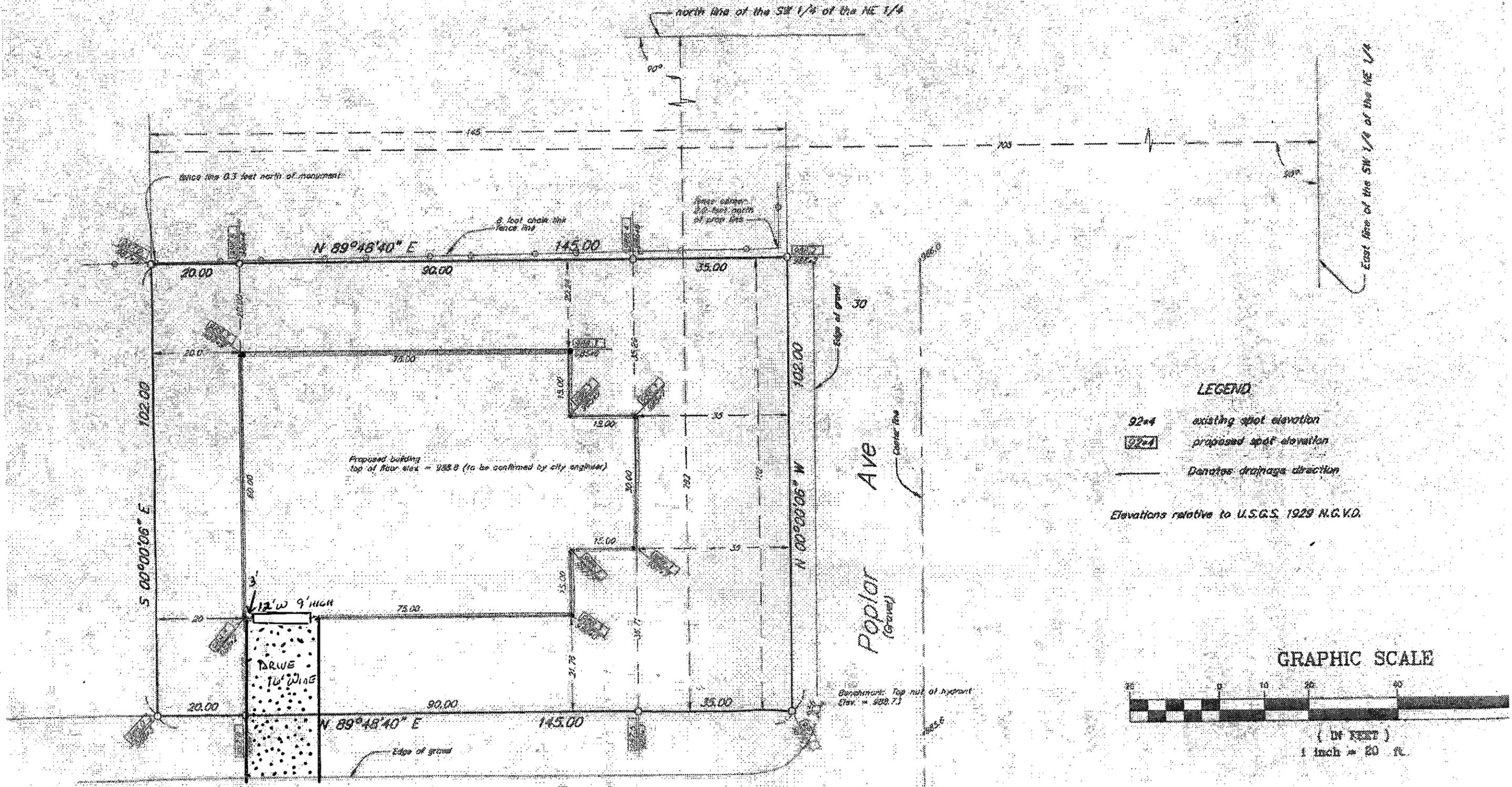
1"=8'



NOTES: 1.) INTERIOR DIMENSIONS ARE TAKEN FROM INSIDE EDGE OF INTERIOR STRIPPING.  
 2.) INTERIOR STUDWALL DIMENSIONS ARE FROM CENTERLINE OF THE STUDWALL.  
 3.) EXTERIOR WINDOW & DOOR LOCATIONS ARE DIMENSIONED FROM THE EXTERIOR OF THE BUILDING COLUMN TO THE CENTERLINE OF THE WINDOW OR DOOR UNIT.  
 4.) STUDWALLS ARE TO BE 2"x4"S @ 16" O.C. UNLESS SPECIFIED OTHERWISE.

# INTERIOR LAYOUT

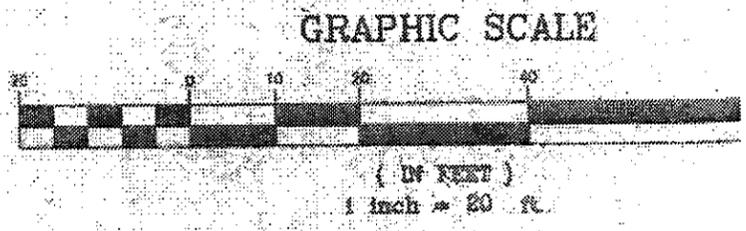
# Certificate of Survey



Willow Street

**LEGEND**  
 92.4 existing spot elevation  
 92.4 proposed spot elevation  
 ————— denotes drainage direction

Elevations relative to U.S.G.S. 1929 N.G.V.D.



This diagram shows the proposed location of a 12' X 9' overhead garage door on the south side of the building, with a 16-18' wide driveway opening to Willow Street.

The distance between the building and the existing fence is approximately 35', with an additional 10' to the roadway.

The driveway would be either class 5 rock, consistent with what is on the rest of the property now, or it could be asphalt if that is what the City [refers, assuming the asphalt does not push us over hard cover limits.



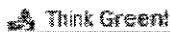
Interactive  
Maps

Property  
Map

WILLOW STREET

POPLAR AVENUE

10' Garage Door

<b>Parcel ID:</b> 25-118-24-13-0011 <b>Owner Name:</b> Maple Plain Automation Llc <b>Parcel Address:</b> 1275 Poplar Ave Maple Plain, MN 55359 <b>Property Type:</b> Industrial-Preferred <b>Home-stead:</b> Non-Homestead <b>Parcel Area:</b> 0.34 acres 14,790 sq ft	<b>A-T-B:</b> Abstract <b>Market Total:</b> \$261,000 <b>Tax Total:</b> \$9,925.10 (Payable: 2014) <b>Sale Price:</b> \$390,000 <b>Sale Date:</b> 01/2006 <b>Sale Code:</b> Warranty Deed	Map Scale: 1" ≈ 50 ft. Print Date: 9/9/2014  This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown. COPYRIGHT © HENNEPIN COUNTY 2014 
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As you can see, both Willow Street and Poplar Avenue are basically service roads for the few properties that border them. There is no through-traffic.

There are currently three properties with access to Willow Street and five properties that access Poplar.

The driveway we are requesting on Willow would be only the fourth driveway on that one-block street.



# Interactive Maps

# Property Map



<p><b>Parcel ID:</b> 25-118-24-13-0011</p> <p><b>Owner Name:</b> Maple Plain Automation Llc</p> <p><b>Parcel Address:</b> 1275 Poplar Ave Maple Plain, MN 55359</p> <p><b>Property Type:</b> Industrial-Preferred</p> <p><b>Homestead:</b> Non-Homestead</p> <p><b>Parcel Area:</b> 0.34 acres 14,790 sq ft</p>	<p><b>A-T-B:</b> Abstract</p> <p><b>Market Total:</b> \$261,000</p> <p><b>Tax Total:</b> \$9,925.10 (Payable: 2014)</p> <p><b>Sale Price:</b> \$390,000</p> <p><b>Sale Date:</b> 01/2006</p> <p><b>Sale Code:</b> Warranty Deed</p>	<p><b>Map Scale:</b> 1" ≈ 400 ft.</p> <p><b>Print Date:</b> 9/13/2014</p> <div style="text-align: center; margin: 10px 0;">  </div> <p style="font-size: small;">This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown.</p> <p style="font-size: x-small;">COPYRIGHT © HENNEPIN COUNTY 2014</p> <p style="text-align: center; font-weight: bold;">Think Green!</p>
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This diagram shows the City block on which the subject property is located, with the driveways of the five plats located there. Three of the five plats have multiple driveways and access from more than one street.

-  - Subject property
-  - Current driveways

**Hennepin** Interactive Maps **Property Map**



<p><b>Parcel ID:</b> 25-118-24-13-0005</p>	<p><b>A-T-B:</b> Abstract</p>	<p>Map Scale: 1" ≈ 200 ft. Print Date: 9/13/2014</p> 
<p><b>Owner Name:</b> Kevin Thomas Jerde</p>	<p><b>Market Total:</b> \$225,000</p>	
<p><b>Parcel Address:</b> 1262 Co Rd No 19 N Independence, MN 55359</p>	<p><b>Tax Total:</b> \$2,899.48 (Payable: 2014)</p>	
<p><b>Property Type:</b> Residential</p>	<p><b>Sale Price:</b> \$120,000</p>	
<p><b>Homestead:</b> Homestead</p>	<p><b>Sale Date:</b> 04/1991</p>	<p>This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown.</p> <p>COPYRIGHT © HENNEPIN COUNTY 2014</p> 
<p><b>Parcel Area:</b> 4.86 acres 211,714 sq ft</p>	<p><b>Sale Code:</b> Warranty Deed</p>	



City of Maple Plain  
 1620 Maple Avenue  
 P.O. Box 97  
 Maple Plain, MN 55359  
 Office: (763) 479-0515  
 Fax: (763) 479-0519

# ZONING & LAND USE APPLICATION

## APPLICANT INFORMATION

Applicant Name <u>Jeffrey A. Markus</u>	Company, if applicable <u>Drake Landscaping</u>
Address <u>4310 Windwood Way</u>	Phone Number <u>612-325-5796</u>
City, State, Zip <u>Minnetonka MN 55345</u>	Email <u>drake_landscaping_services@gmail.com</u>
Are you the owner of the property? <input type="checkbox"/> Yes. <input checked="" type="checkbox"/> No. (If not, property owner information is required.)	

Owner Name <u>William Whittenburg</u>	Company, if applicable
Address	Phone Number <u>612-819-4929</u>
City, State, Zip	Email <u>whittenburg@tuckerwebb.com</u>

Applicant Signature <u>Jeff Markus</u> 10/10/14	Owner Signature <u>W Whittenburg</u>
Date	Date <u>10/13/14</u>

## PROJECT INFORMATION

Site Address or Property Identification Number 1275 Po Plain Rd, Maple Plain MN 55345  
25-118-24-13-0311

Type of Request (Check all that apply.)		Fee	Escrow			Fee	Escrow
<b>General Application</b>				<b>Conditional Use Permit</b>			
<input checked="" type="checkbox"/>	Site Plan Review	\$500	\$3,000	<input type="checkbox"/>	Home Occupation	\$200	\$1,000
<input type="checkbox"/>	Rezoning	\$500	\$2,000	<input type="checkbox"/>	Commercial / Industrial	\$500	\$2,000
<input type="checkbox"/>	Preliminary Plat	\$500	\$3,000	<input type="checkbox"/>	Cell Towers	\$500	\$2,000
<input type="checkbox"/>	Final Plat	\$500	\$1,500	<input type="checkbox"/>	Amendment	\$200	\$2,000
<input type="checkbox"/>	Comprehensive Plan Amendment	\$500	\$5,000	<input type="checkbox"/>	Others	\$200	\$2,000
<b>Simple / Minor Subdivision</b>				<b>Planned Unit Development</b>			
<input type="checkbox"/>	Lot Split	\$350	\$1,000	<input type="checkbox"/>	Concept Plan	\$500	
<input type="checkbox"/>	Lot Combination	\$350	\$1,000	<input type="checkbox"/>	General Plan	\$1,000	\$5,000
<input type="checkbox"/>	Lot Line Rearrangement	\$350	\$1,000	<input type="checkbox"/>	Final Plan	\$500	
<b>Subdivision</b>				<b>Variance</b>			
<input type="checkbox"/>	1-5 Lots	\$800	\$3,000	<input type="checkbox"/>	Residential	\$100	\$750
<input type="checkbox"/>	More than 5 Lots	\$500	\$3,000	<input type="checkbox"/>	Commercial / Industrial	\$250	\$1,500
<b>Vacate Public Rights of Way</b>				<b>Special Uses</b>			
<input type="checkbox"/>	Vacation of Property	\$400		<input type="checkbox"/>	Interim Use Permit	\$350	\$3,000

### Brief Project Narrative / Overview (Use additional paper if necessary. Please be thorough.)

-Applicant proposes using the property as follows:

- Leaving the front 40% of the building's office space as-is.
- Installing a fire wall and using the back 60% of the building for storage and service of his landscaping vehicles and equipment.
- Installing a 12' X 9' overhead garage door on the south side of the building, 3' from the back wall.
- Creating a 16-18' wide driveway from that door to Willow Street (either gravel to reduce hardcover, or asphalt if preferred by City.)
- Periodic parking/storing of trailers (3), trucks (2) and accessory equipment (plow blade, bucket, trencher, log splitter, etc) on west or south sides of building when not in use. Areas to be fenced, screened and landscaped per City codes. Surface to remain gravel to reduce hardcover and allow rain runoff.



## NOTICE TO APPLICANT

The Maple Plain City Code guides and enables development activities within the City by ensuring proper and well-coordinated projects. The land use application is the mechanism that allows the City to examine proposed land uses to ensure compatibility with the City Codes, design and development standards, and the surrounding land uses and natural environments. The review is intended to ensure positive growth for the community.

All applications are reviewed individually and are evaluated based on their own merit. Each land use request has an associated checklist of required items. Applicants are encouraged to participate in the City's pre-application workshop prior to submitting a formal land use application. The workshop is an opportunity to informally discuss the conceptual idea of the proposed project in an effort to reduce delays. Participation in the pre-application process does not provide approval, or guarantee of approval, of the project. The City shall not accept plans, drawings or other information related to the project except upon submittal of a formal application. The City reserves the right to reject an incomplete application.

## APPLICATION FEE STATEMENT

All expenses pertaining to project reviews are the responsibility of the applicant. Planning review deposits and other applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City ordinance, help cover costs incurred by the City to review the application. The City of Maple Plain often uses consulting firms to assist in the review of projects. City staff and consultant review costs are billed hourly; all other costs are billed at cost. Applicants shall be billed directly for incurred expenses upon receipt by the City. The City reserves the right to request an applicant to submit a development escrow in advance of the formal project review.

Please refer to the City's Fee Schedule for information on planning review fees and deposits, and other applicable costs.

By signing this form, the applicant recognizes his/her responsibility for any and all fees associated with the land use application from project review through to construction and release of financial guarantees for an approved project. All fees associated with a project that is denied or withdrawn remain the sole responsibility of the applicant and shall be paid upon receipt of invoice.

**I hereby understand the fee statement and responsibilities associated with this land use application:**

<b>Applicant Signature</b>	<b>Owner Signature</b>
Date <span style="margin-left: 100px;">10/10/14</span>	Date

## REVIEW REQUIREMENTS

Minnesota State Statute 15.99 requires local governments to review an application within 15 business days of its submission to determine if an application is complete and/or if additional information is required to complete the review. Once complete, a formal 60-day review period begins. The City has the ability to extend the review period an additional 60 days, if necessary, due to insufficient information or scheduling difficulties.

Please review the corresponding checklist that goes with the request as all materials are required unless waived by the City. All applications must be received by the deadline(s) attached hereto. Failure to submit by the date shown may result in a delay of the review by the Planning Commission and City Council.

## DEADLINES

Application Due Date	Planning Commission Review	City Council Review
December 2, 2013	January 2, 2014	January 20, 2014
January 6, 2014	February 6, 2014	February 24, 2014
February 3, 2014	March 6, 2014	March 24, 2014
March 3, 2014	April 3, 2014	April 21, 2014
April 7, 2014	May 1, 2014	May 19, 2014
May 5, 2014	June 5, 2014	June 23, 2014
June 2, 2014	July 3, 2014	July 21, 2014
July 7, 2014	August 7, 2014	August 25, 2014
August 4, 2014	September 4, 2014	September 22, 2014
September 1, 2014	October 2, 2014	October 20, 2014
October 6, 2014	November 6, 2014	November 24, 2014
November 3, 2014	December 4, 2014	December 22, 2014
December 1, 2014	January 8, 2015	January 26, 2015



**OFFICE USE ONLY**

<b>Application Type</b>	<b>Review Deadline</b> <input type="checkbox"/> 15 Business Days: _____ <input type="checkbox"/> 60 Day Review: _____ <input type="checkbox"/> 120 Day Review: _____
<b>Fees Collected</b> <input type="checkbox"/> Application Fee Collected: \$ _____ <input type="checkbox"/> Escrow: \$ _____ <input type="checkbox"/> Total Receipt: \$ _____	<b>Received By</b> <input type="checkbox"/> Name: _____ <input type="checkbox"/> Signature: _____ <input type="checkbox"/> Date: _____
<b>Receipt</b> <input type="checkbox"/> Receipt Number(s) _____	<b>Application Complete</b> Are there any missing materials? <input type="checkbox"/> Yes. <input type="checkbox"/> No.  If yes, was the application accepted? <input type="checkbox"/> Yes. <input type="checkbox"/> No.  Please list what was missing according to the



## City of Maple Plain

### Request by Dave Meeks for a Variance to Allow Construction of a New Detached Garage in the Same Location as the Existing Garage on the Property Located at 5530 Main Street W.

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*To:* Planning Commission  
*From:* Mark Kaltsas, City Planner  
*Meeting Date:* November 6, 2014  
*Applicant:* Tom Champion Construction, LLC  
*Owner:* Dave Meeks  
*Location:* 5530 Main Street W.

**Request:**

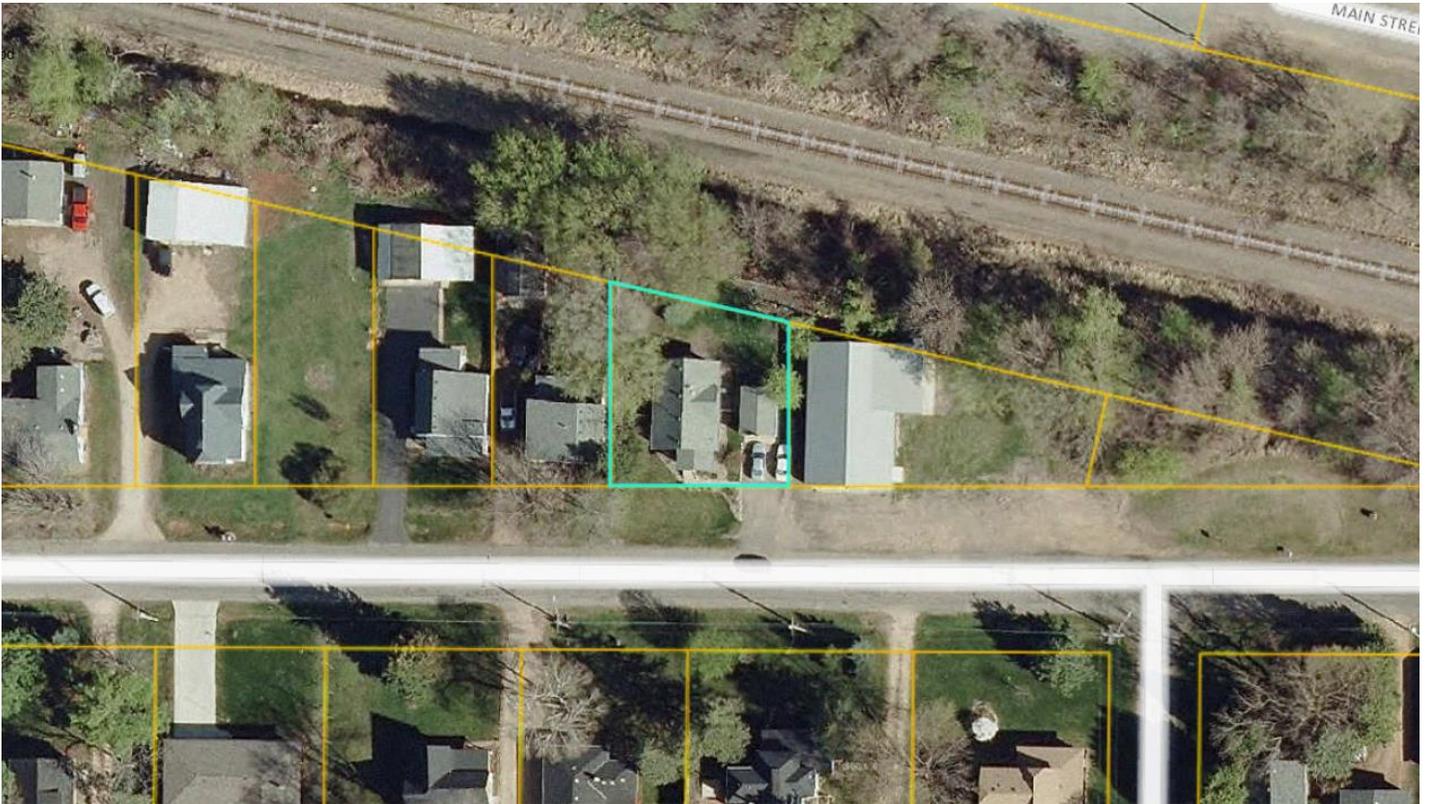
Dave Meeks (Owner) requests that the City consider the following action for the property located at 5530 Main Street W. (PID No. 24-118-24-33-0020):

- a. A variance to allow the construction of a detached accessory structure with the following provisions:
  1. An accessory structure which is not located wholly to the rear of the house;
  2. An accessory structure that does not have 20 feet of separation from the main house; and
  3. An accessory structure which is located closer than 35 feet from the street right of way.

**Property/Site Information:**

The property is located along the north side of Main Street W. just west of Pioneer Avenue. The property backs up to the railroad tracks on the north side. The property has an existing home and detached garage. The property has the following characteristics:

Property Information: 5530 Main Street W.  
Zoning: *R-2 Single and 2-Family Residential District*  
Comprehensive Plan: *Residential*  
Acreage: *.13 Acres (5,791 SF)*



***Discussion:***

The applicant is seeking variance from the City's zoning ordinance to allow the replacement of the existing detached garage located on the property. There is currently an existing single car garage located on the property. The applicant would like to raze the existing garage and replace it with a new garage in exactly the same location. During the City's review of the building permit application, it was noted that the existing garage does not meet the current setbacks for an accessory structure. The City noted that if the existing structure was razed, a variance would be required to replace the structure in its current location. It should be noted that the existing home also does not meet the required setbacks from the street right of way. Both structures would be considered legal non-conforming.

Setbacks Required:

**Front Yard Setback:** 7.25 (average of adjacent structures – 11 feet and 3 feet)

**Front Yard Setback (Accessory Structure):** 35 feet

**Side Yard Setback Principle Structure:** 7.5 feet (10% of lot width on lots between 60 and 80 feet)

**Side Yard Setback Accessory Structure:** 5 feet

**Rear Yard Setback:** 25 feet

**Rear Yard Setback (Accessory Structure):** 5 feet

**Accessory Structure Separation from Principle Structure:** 20 feet

**Driveway Setback:** 5 feet

Setbacks Proposed:

- Front Yard Setback Accessory Structure:** 23.9 feet
- Side Yard Setback Accessory Structure:** 5 feet
- Rear Yard Setback Accessory Structure:** 32 feet
- Accessory Structure Separation from Principle Structure:** 10.5 feet
- Driveway Setback:** 5 feet

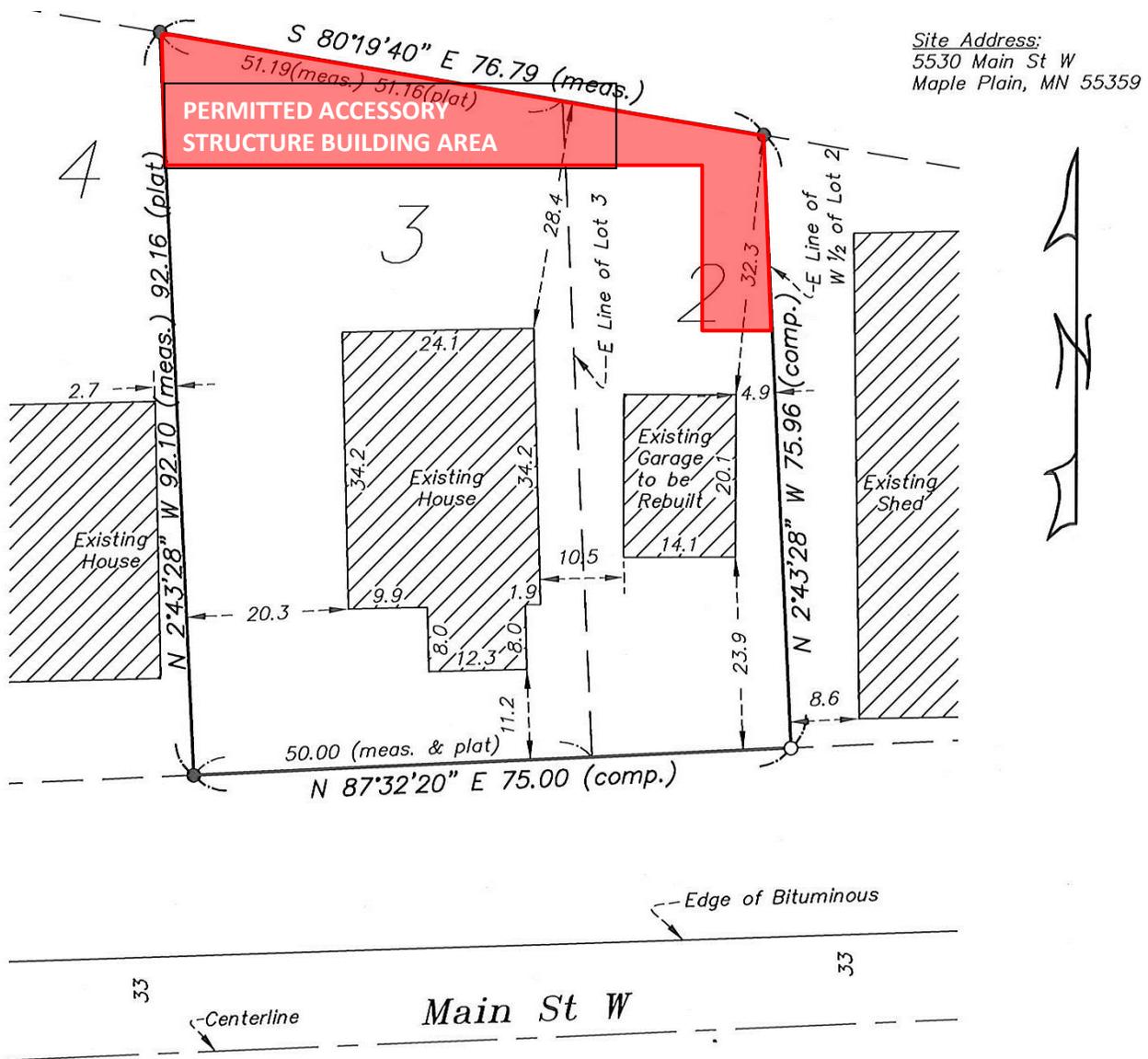
The proposed accessory structure would replace the existing garage in its current location. The property along with the orientation and location of the existing home would not support the proposed garage in a location that would meet the separation and setback requirements. The City looked at the possibility of shifting the garage to the north to be wholly to the rear of the principle structure. In reviewing the possibility of meeting the requirements, it was found that the proposed structure would not meet the rear yard setback and would not meet the minimum separation requirements. The proposed garage would be identical to the existing structure in terms of size and location. The elevation of the proposed garage would be slightly raised from the existing elevation.

The City can grant a variance if it finds that granting a variance is consistent with the Comprehensive Plan and the applicant can establish practical difficulties in complying with the requirements of the zoning ordinance. The review criteria for granting a variance are as follows:

- H) *Approval procedure and conditions. Pursuant to Minnesota Statutes, an application for a variance or appeal shall be approved or denied within 60 days from the date of its official and complete submission unless extended pursuant to statute or a time waiver is granted by the applicant.*
- I) *Review criteria.*
  - (1) *Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the Comprehensive Plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with this chapter.*
  - (2) *PRACTICAL DIFFICULTIES, as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by this chapter; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.*
  - (3) *Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.*
  - (4) *Variances shall be granted for earth sheltered construction as defined in M.S. § 216C.06, Subd., when in harmony with the ordinance.*

- (5) The City Council may not permit as a variance any use that is not allowed under this chapter for property in the zone where the affected person's land is located. The City Council as the case may be, may permit as a variance for the temporary use of a one-family dwelling as a two-family dwelling.
- (6) The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

The size of the existing property appears to limit the ability of the property owner to locate a conforming detached accessory structure on this property. Maintaining the 20 feet of separation from the principle structure reduces the potential area on the lot where a conforming structure could be located.



The applicant is proposing to reconstruct an existing detached accessory structure which is otherwise permitted on this property and is generally consistent with the use of the surrounding properties. The City will need to determine if the proposed garage is in keeping with the character of the surrounding properties.

Additional Considerations:

There is a large accessory structure located on the adjacent property to the east which extends into the “front yard” of this block. There are several properties located in this area that have similar principle to accessory structure relationships. The front yard setback of this property is 7.25 feet as a result of the average setback for the adjacent properties. The ordinance does not “concede” the average setback when considering the front yard requirement for an accessory structure.

**Neighbor Comments:**

The City has not received any comments pertaining to this request.

**Recommendation:**

Staff is seeking direction from the Planning Commission relating to the requested Variance. Should the Planning Commission recommend approval of the requested action to the City Council, the following findings and conditions should be included:

1. The proposed variance meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The Applicant shall comply with any comments provided by the City’s Engineer pertaining to the proposed grading required to raise the garage elevation.
3. The Applicant shall pay for all costs associated with the City’s review of the variance.

**Attachments:**

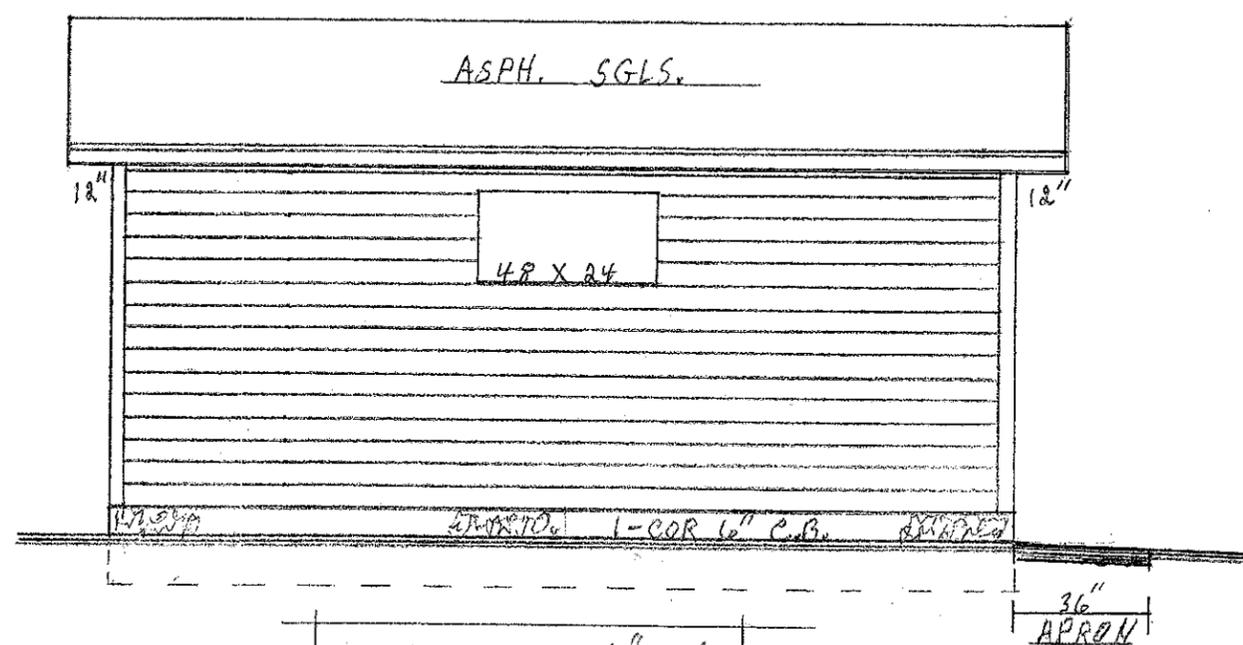
1. Property Pictures
2. Survey
3. Garage Plans

Aerial Photograph (looking north)



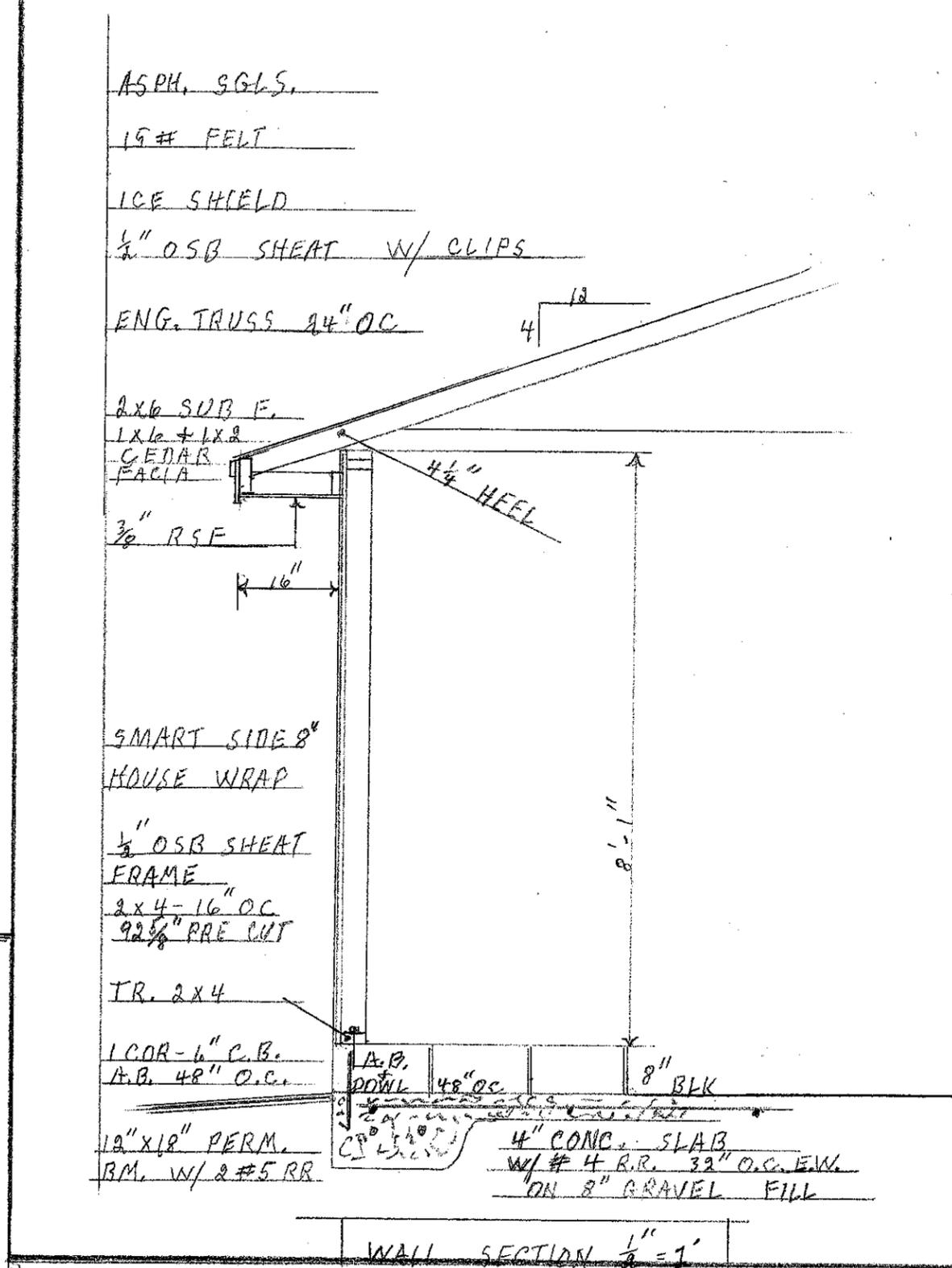
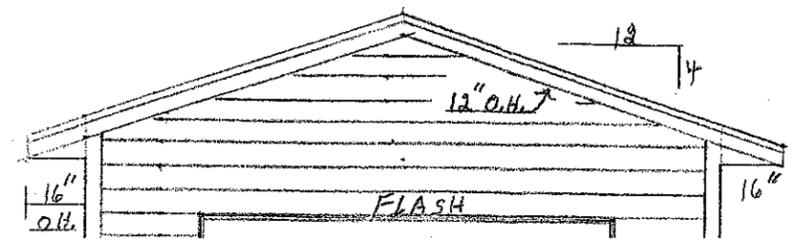
CITY OF Maple Plain  
 Date 10-2-14  
 Site COPY **REVIEWED** and noted  
 Mike Rosman / Loran Kohrman  
 For Code Compliance

NOTE: INCREASE PERIMETER  
 OF SLAB 18" D X 18" W  
 W/ 2 #5 RR



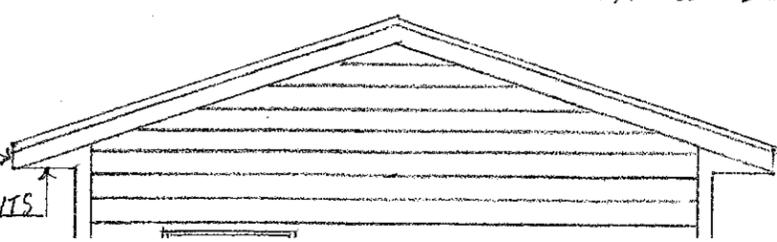
SIDE ELEV.  $\frac{1}{4}'' = 1'$   
 OMIT WDW ON EAST ELEV.

PITCH  $\frac{1}{4}''$



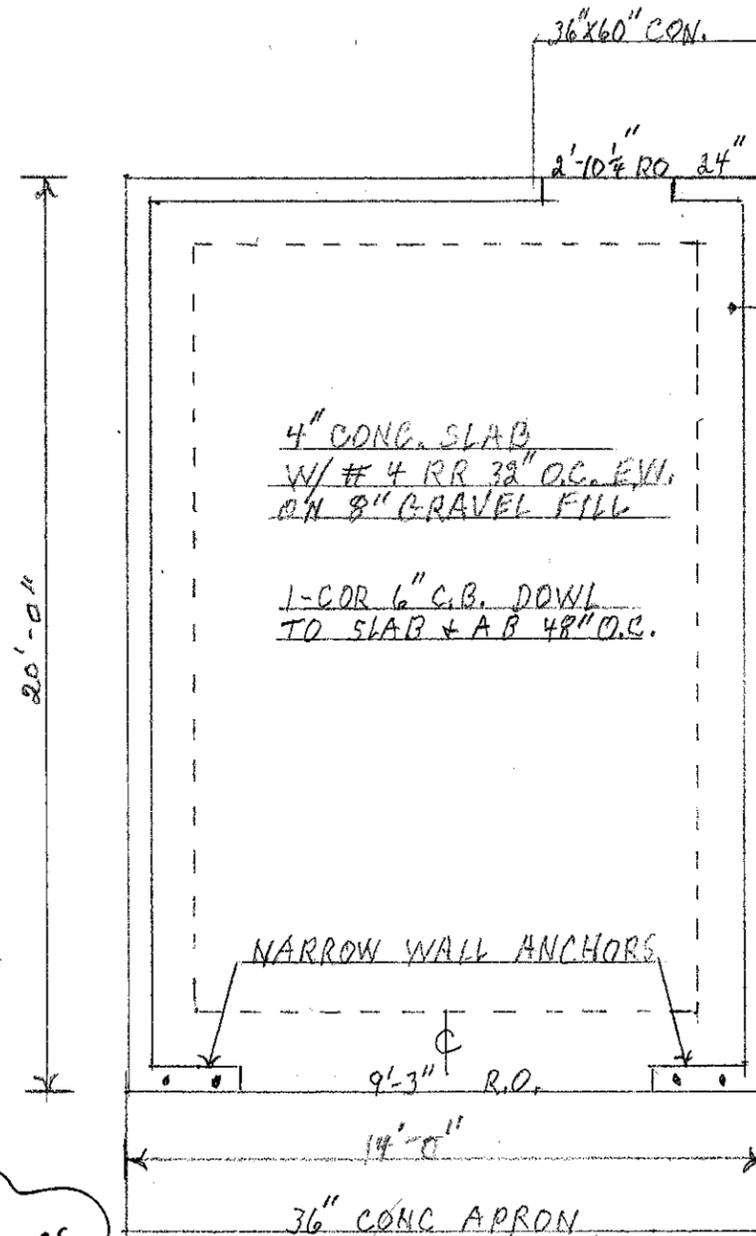
WALL SECTION  $\frac{1}{8}'' = 1'$

1X6 + 1X8  
 RSC FACIA  
 R.S. FIR SUFFITS  
 97

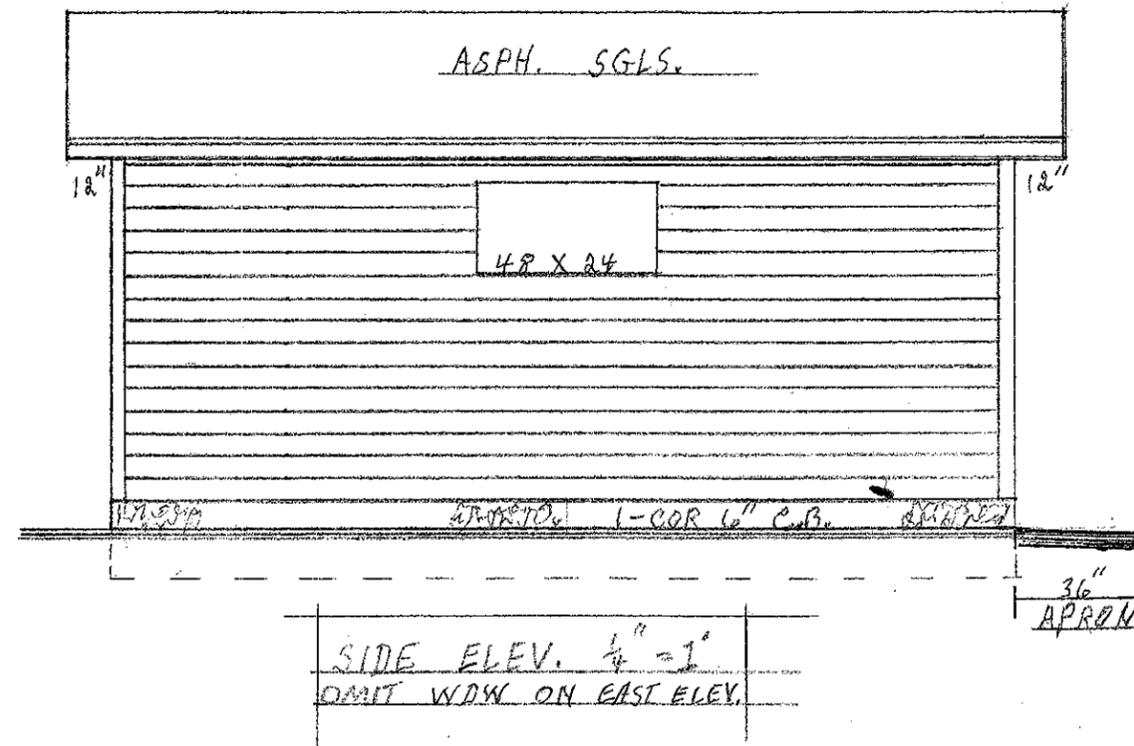


# INSPECTOR'S COPY

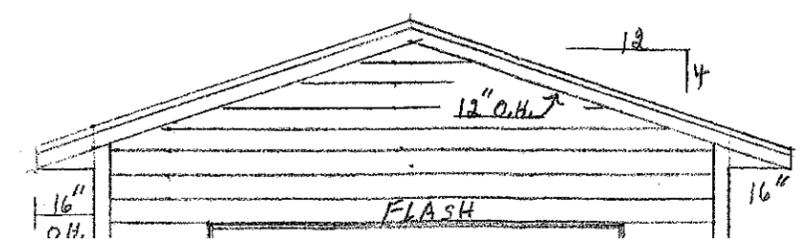
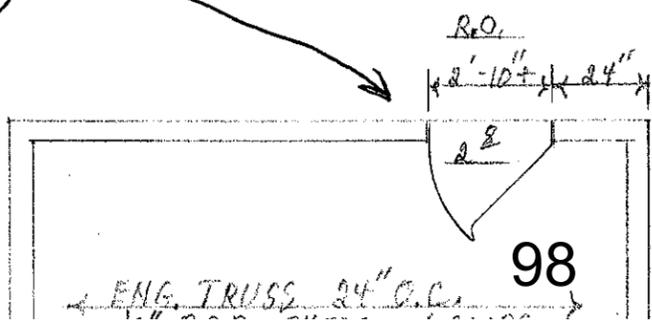
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 Date 10-2-14  
 Site COPY REVIEWED and noted  
Mike Rosman / Loran Kohner  
 For Code Compliance



NOTE: INCREASE PERIMETER  
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 W/ 2 #5 RR

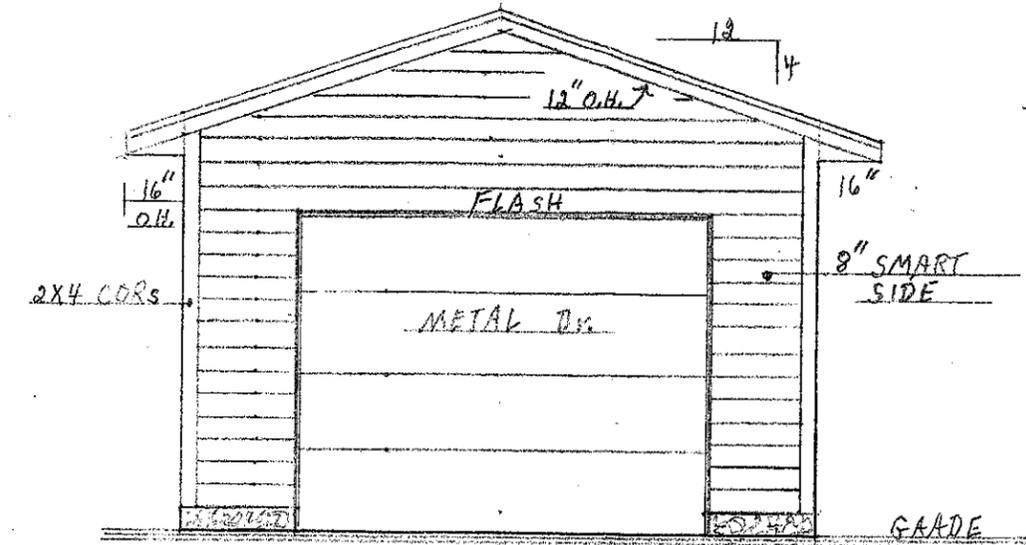


2) 2x10 HDRS  
 Per Tom Campion

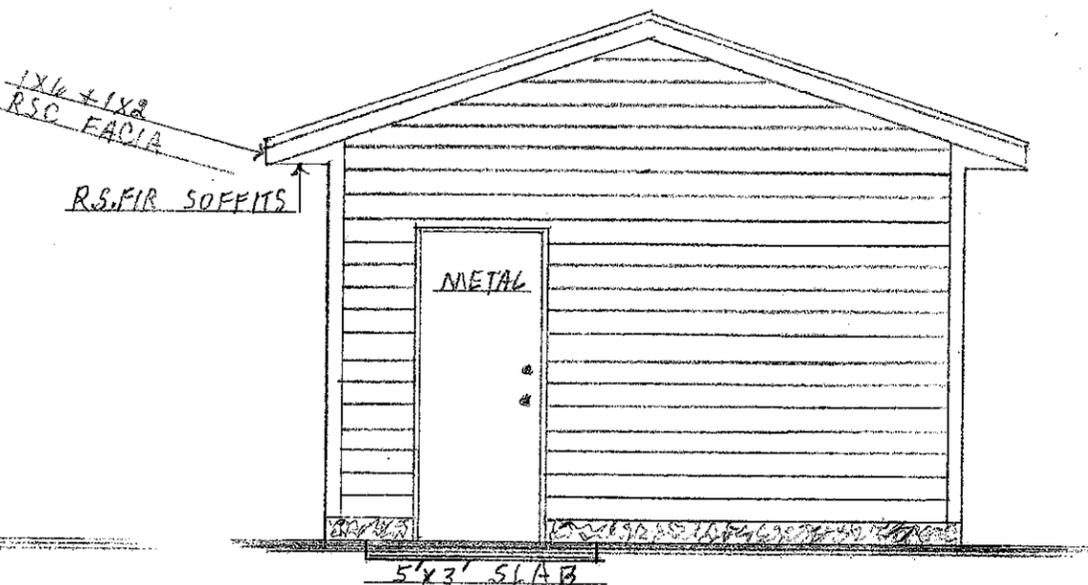


"ON 8" GRAVEL FILL

WALL SECTION  $\frac{1}{8}'' = 1'$



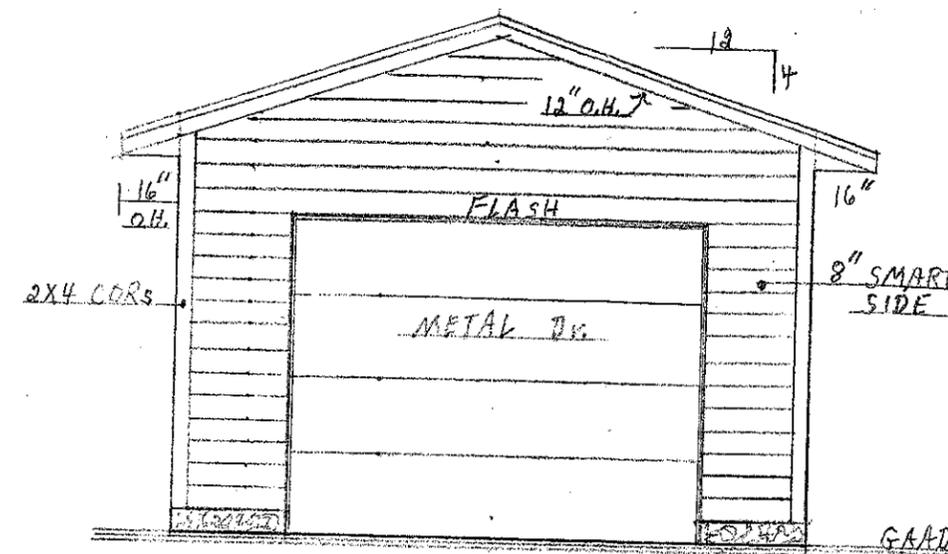
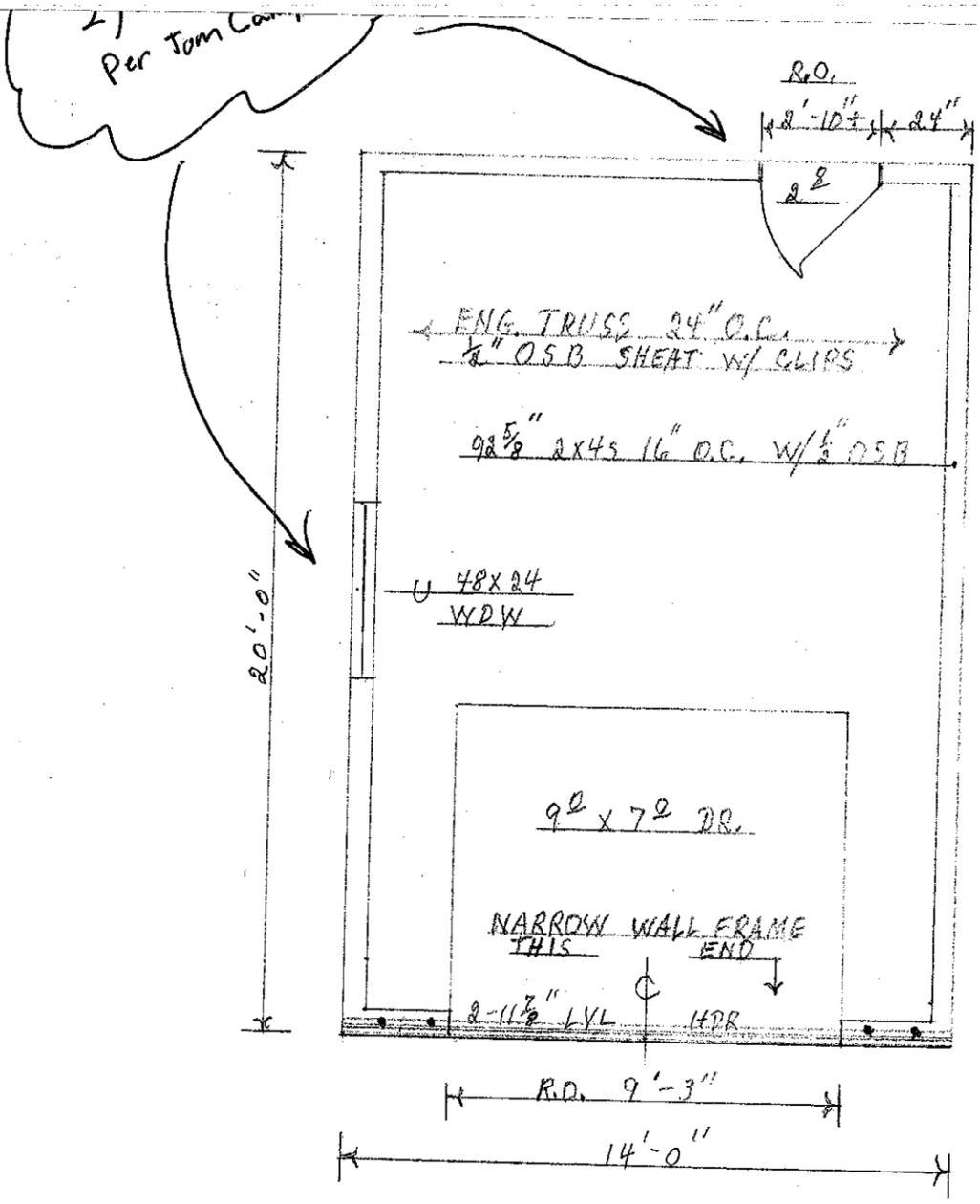
FRONT ELEV.  $\frac{1}{4}'' = 1'$



REAR ELEV.  $\frac{1}{4}'' = 1'$

NOTE: REMOVE (E) GARAGE  
 INCLUDING SLAB  
 NEW SLAB 12" HIGHER THAN (E)

DAVE MEEKS		
5530 Main St. W. Maple Plain, MN, 55359		
SCALE:	APPROVED BY:	DRAWN BY Bob A
DATE: 9-26-14		REVISED
NEW 1-CAR GARAGE		
		DRAWING NUMBER # 1



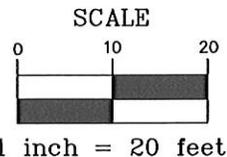
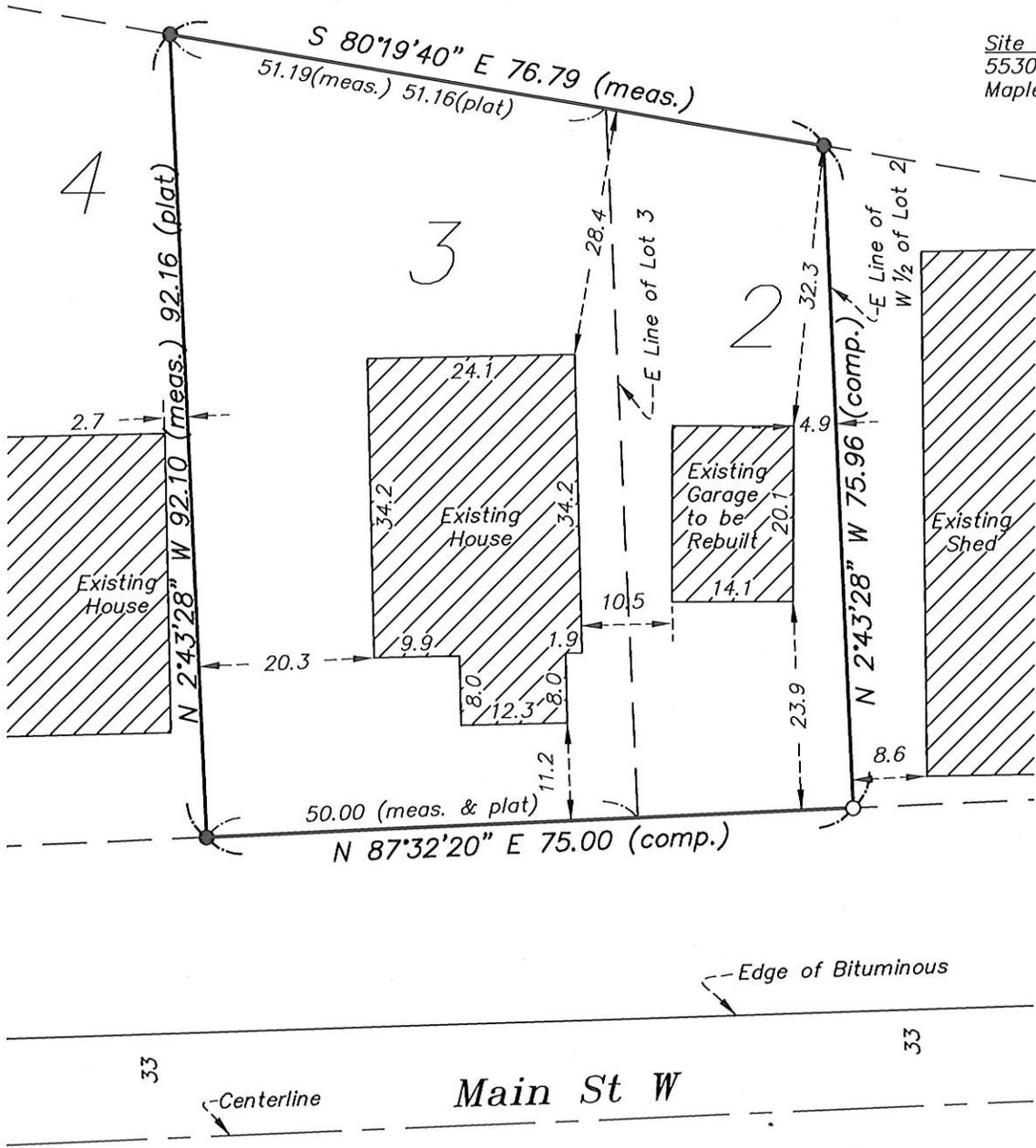
FRONT ELEV. 1/4" = 1'

NOTE: REMOVE (E) GARAGE  
INCLUDING SLAB  
NEW SLAB 12" HIGHER THAN (E)

# Certificate of Survey

Prepared for:  
Tom Campion Construction

Site Address:  
5530 Main St W  
Maple Plain, MN 55359



Boundary Description (supplied by client)  
Lot 3 and the West Half of Lot 2, Block 6, WEST MAPLE PLAIN, according to the recorded plat thereof, Hennepin County, Minnesota. Subject to any and all easements of record.

Legend

- Found Iron Monument
- Set Iron Monument (LS 14700)

Bearings based on assumed datum.

**SCHOBORG**  
**LAND SERVICES**  
**INC.**

I hereby certify that this certificate of survey was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

*Paul B. Schoborg*  
Paul B. Schoborg

Job Number:	7886
Book/Page:	LL
Survey Date:	10/16/14, 10/22/14, 10/29/14
Drawing Name:	campion.dwg
Drawn by:	DMS
Revisions:	

763-972-3221      8997 Co. Rd. 13 SE  
www.SchoborgLand.com      Delano, MN 55328

Date: Oct. 30, 2014      Registration No. 14700



City of Maple Plain  
 1620 Maple Avenue  
 P.O. Box 97  
 Maple Plain, MN 55359  
 Office: (763) 479-0515  
 Fax: (763) 479-0519

# ZONING & LAND USE APPLICATION

## APPLICANT INFORMATION

Applicant Name <i>Tom Campion</i>	Company, if applicable <i>Tom Campion Const. LLC</i>
Address <i>3390 Lake Sarah Asb Dr.</i>	Phone Number <i>763-238-3579</i>
City, State, Zip <i>Lovelle MN 55357</i>	Email <i>TCamp@construct@aol.com</i>
Are you the owner of the property? <input type="checkbox"/> Yes. <input checked="" type="checkbox"/> No. (If not, property owner information is required.)	

Owner Name <i>Dave Meeks</i>	Company, if applicable
Address <i>5530 MAIN ST. W.</i>	Phone Number
City, State, Zip <i>MAPLE PLAIN, MN.</i>	Email

Applicant Signature <i>Tom Camp</i>	Owner Signature
Date	Date

## PROJECT INFORMATION

Site Address or Property Identification Number

Type of Request (Check all that apply.)					
	Fee	Escrow		Fee	Escrow
<b>General Application</b>			<b>Conditional Use Permit</b>		
<input type="checkbox"/> Site Plan Review	\$500	\$3,000	<input type="checkbox"/> Home Occupation	\$200	\$1,000
<input type="checkbox"/> Rezoning	\$500	\$2,000	<input type="checkbox"/> Commercial / Industrial	\$500	\$2,000
<input type="checkbox"/> Preliminary Plat	\$500	\$3,000	<input type="checkbox"/> Cell Towers	\$500	\$2,000
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<b>Simple / Minor Subdivision</b>			<b>Planned Unit Development</b>		
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<b>Subdivision</b>			<b>Variance</b>		
<input type="checkbox"/> 1-5 Lots	\$500	\$3,000	<input checked="" type="checkbox"/> Residential	\$100	\$750
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<b>Vacate Public Rights of Way</b>			<b>Special Uses</b>		
<input type="checkbox"/> Vacation of Property	\$400		<input type="checkbox"/> Interim Use Permit	\$350	\$3,000

Brief Project Narrative / Overview (Use additional paper if necessary. Please be thorough.)

*Remove Existing 14X20 GARAGE. Build 14X20 GARAGE in same foot print.*

**OFFICE USE ONLY**

<b>Application Type</b>	<b>Review Deadline</b> <input type="checkbox"/> 15 Business Days: _____ <input type="checkbox"/> 60 Day Review: _____ <input type="checkbox"/> 120 Day Review: _____
<b>Fees Collected</b> <input type="checkbox"/> Application Fee Collected: \$ _____ <input type="checkbox"/> Escrow: \$ _____ <input type="checkbox"/> Total Receipt: \$ _____	<b>Received By</b> <input type="checkbox"/> Name: _____ <input type="checkbox"/> Signature: _____ <input type="checkbox"/> Date: _____
<b>Receipt</b> <input type="checkbox"/> Receipt Number(s) _____	<b>Application Complete</b> Are there any missing materials? <input type="checkbox"/> Yes. <input type="checkbox"/> No.  If yes, was the application accepted? <input type="checkbox"/> Yes. <input type="checkbox"/> No.  Please list what was missing according to the

## Metes and Bounds

---

The following is the County Auditor's description of this tax parcel. It may not be the legal description on the most recent conveyance document recording ownership. Please refer to the legal description of this property on the public record when preparing legal documents for recording

PID: 24-118-24-33-0020

Municipality: MAPLE PLAIN

Addition Name: WEST MAPLE PLAIN

Lot:

Block: 006

**LOT 3 AND W 1/2 OF LOT 2**

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[Print this window](#)

[Close this window](#)

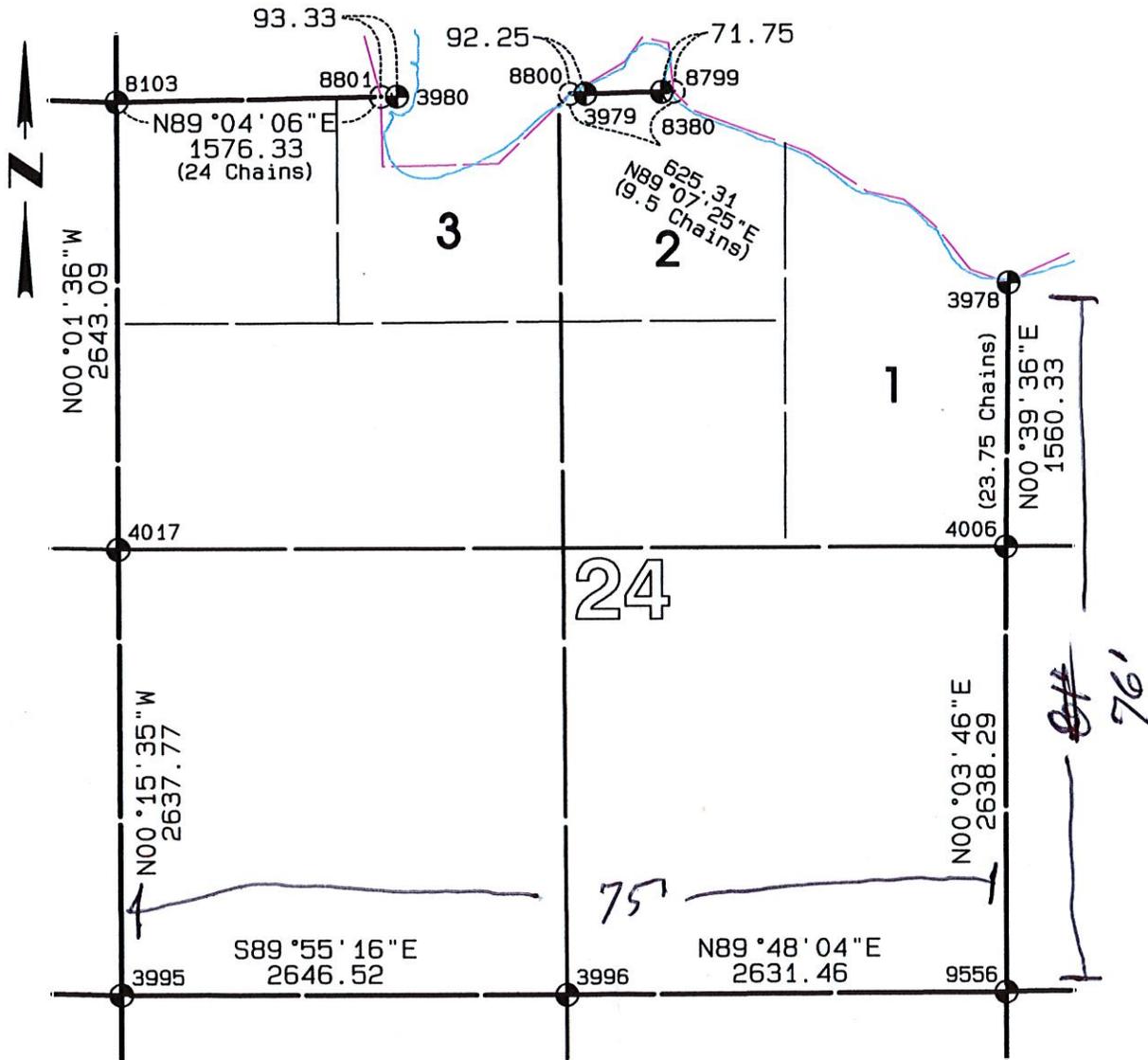
# TOWNSHIP 118 RANGE 24 SECTION 24

I hereby certify that this document was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota

William P. Brown  
License No. 19527 *Wm Brown*

### LEGEND

- Section Line
- Quarter Line
- Gov't Lot Line
- Meander Line
- Water Line
- Hennepin County Monument
- PLS Corner Position (No Monument)



Point	North	East	Name
3978	183246.06772	432169.90169	PLS: 1182424MC01
3979	184366.01420	429642.70491	PLS: 1182424RMEMC03
3980	184350.03281	428527.32812	PLS: 1182424RMEMC04
3995	179042.05513	426871.07303	PLS: 1182426NE
3996	179038.41646	429517.58743	PLS: 1182425N4
4006	181685.84013	432151.92923	PLS: 1182424E4
4017	181679.79582	426859.11392	PLS: 1182423E4
8103	184322.88753	426857.88499	PLS: 1182423NE
8380	184373.14787	430103.96043	PLS: 1182424RMWMC02
8799	184374.25740	430175.70185	PLS: 1182424MC02
8800	184364.69255	429550.46438	PLS: 1182424MC03
8801	184348.51546	428434.01046	PLS: 1182424MC04
9556	179047.55007	432149.03431	PLS: 1182425NE

Coordinate System is based on Hennepin County Ground NAD 83 1986 Adjustment from 1991 published values.

**Hennepin** Interactive Maps Property Map



<b>Parcel ID:</b> 24-118-24-33-0020	<b>A-T-B:</b> Torrens	<b>Map Scale:</b> 1" ≈ 50 ft.	
<b>Owner Name:</b> Mary A Thal	<b>Market Total:</b> \$103,000	<b>Print Date:</b> 10/14/2014	
<b>Parcel Address:</b> 5530 Main St W Maple Plain, MN 55359	<b>Tax Total:</b> \$1,352.82 (Payable: 2014)	<p>This map is a compilation of data from various sources and is furnished "AS IS" with no representation or warranty expressed or implied, including fitness of any particular purpose, merchantability, or the accuracy and completeness of the information shown.</p> <p>COPYRIGHT © HENNEPIN COUNTY 2014</p> <p> Think Green!</p>	
<b>Property Type:</b> Residential	<b>Sale Price:</b> \$70,000		
<b>Home-stead:</b> Homestead	<b>Sale Date:</b> 04/1991		
<b>Parcel Area:</b> 0.13 acres 5,791 sq ft	<b>Sale Code:</b> Warranty Deed		

## NOTICE TO APPLICANT

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All applications are reviewed individually and are evaluated based on their own merit. Each land use request has an associated checklist of required items. Applicants are encouraged to participate in the City's pre-application workshop prior to submitting a formal land use application. The workshop is an opportunity to informally discuss the conceptual idea of the proposed project in an effort to reduce delays. Participation in the pre-application process does not provide approval, or guarantee of approval, of the project. The City shall not accept plans, drawings or other information related to the project except upon submittal of a formal application. The City reserves the right to reject an incomplete application.

## APPLICATION FEE STATEMENT

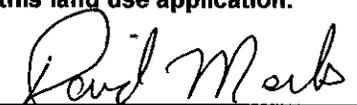
All expenses pertaining to project reviews are the responsibility of the applicant. Planning review deposits and other applicable fees must be paid when submitting land use applications and accompanying materials. All fees, which are set annually by City ordinance, help cover costs incurred by the City to review the application. The City of Maple Plain often uses consulting firms to assist in the review of projects. City staff and consultant review costs are billed hourly; all other costs are billed at cost. Applicants shall be billed directly for incurred expenses upon receipt by the City. The City reserves the right to request an applicant to submit a development escrow in advance of the formal project review.

Please refer to the City's Fee Schedule for information on planning review fees and deposits, and other applicable costs.

By signing this form, the applicant recognizes his/her responsibility for any and all fees associated with the land use application from project review through to construction and release of financial guarantees for an approved project. All fees associated with a project that is denied or withdrawn remain the sole responsibility of the applicant and shall be paid upon receipt of invoice.

**I hereby understand the fee statement and responsibilities associated with this land use application:**

Applicant Signature 

Owner Signature 

Date 10/23/2014

Date 10/23/2014

## REVIEW REQUIREMENTS

Minnesota State Statute 15.99 requires local governments to review an application within 15 business days of its submission to determine if an application is complete and/or if additional information is required to complete the review. Once complete, a formal 60-day review period begins. The City has the ability to extend the review period an additional 60 days, if necessary, due to insufficient information or scheduling difficulties.

Please review the corresponding checklist that goes with the request as all materials are required unless waived by the City. All applications must be received by the deadline(s) attached hereto. Failure to submit by the date shown may result in a delay of the review by the Planning Commission and City Council.

## DEADLINES

Application Due Date	Planning Commission Review	City Council Review
December 2, 2013	January 2, 2014	January 20, 2014
January 6, 2014	February 6, 2014	February 24, 2014
February 3, 2014	March 6, 2014	March 24, 2014
March 3, 2014	April 3, 2014	April 21, 2014
April 7, 2014	May 1, 2014	May 19, 2014
May 5, 2014	June 5, 2014	June 23, 2014
June 2, 2014	July 3, 2014	July 21, 2014
July 7, 2014	August 7, 2014	August 25, 2014
August 4, 2014	September 4, 2014	September 22, 2014
September 1, 2014	October 2, 2014	October 20, 2014
October 6, 2014	November 6, 2014	November 24, 2014
November 3, 2014	December 4, 2014	December 22, 2014
December 1, 2014	January 8, 2015	January 26, 2015

**ACKNOWLEDGEMENT**

By signing this form, the applicant hereby acknowledges the receipt of the checklist and procedure for the project to be submitted for consideration. It is the responsibility of the applicant to submit all required materials. All permit requests should be submitted in a timely manner so as not to cause project delays.

**Applicant Signature**

*Tom King*

**Owner Signature**

*David Meek*

**Date**

*10/23/2014*

**Date**

*10-23-14*

*Updated March 7, 2014*



Agenda Information Memorandum  
November 10, 2014 Maple Plain City Council

**7. NEW BUSINESS**  
**C. CERTIFICATION OF DELINQUENT UTILITY BILLING ACCOUNTS**  
**RESOLUTION 14-1110-2**

**ACTION TO BE CONSIDERED**

To approve Resolution 14-1110-2, that would certify delinquent utility bills to Hennepin County for 2015 property taxes.

**FACTS**

- Fifty five (54) property owners have unpaid/delinquent utility bills, totaling \$39,389.89. The balances are from:
  - Quarter 3, 2013
  - Quarter 4, 2013
  - Quarter 1, 2014
  - Quarter 2, 2014
- The balances include the 10% penalty and \$150 administrative fee for certification.
- Property owners had until November 1 to pay in full; certifications have to be sent to Hennepin County by December 1. Property owners may still remove the amount from their property taxes if paid off by year-end.
- Utility bills identified as delinquent and certified to the County in 2014 are collected with 2015 property taxes payable.

**ATTACHMENTS**

Attached on page(s) \_\_\_\_\_ through \_\_\_\_\_ is a copy of Resolution 14-1110-2 with PID numbers and delinquent amounts, including penalty and interest.

**CITY OF MAPLE PLAIN  
RESOLUTION 14-1110-2**

**A RESOLUTION CERTIFYING DELINQUENT WATER AND SEWER  
ACCOUNTS AS SPECIAL ASSESSMENTS**

**WHEREAS THE CITY OF MAPLE PLAIN, MINNESOTA** (the “City”) operates public utilities which are funded through usage rates paid by property owners; and,

**WHEREAS** property owners receive quarterly utility bills from the City including water, sanitary sewer, and storm sewer; and,

**WHEREAS** property owners with outstanding and delinquent balances are assessed a late fee of 10 percent if quarterly utility bills are not paid in full by the due date indicated by the City; and,

**WHEREAS** the public utility billing records for the City identify certain accounts as delinquent for the year 2014; and,

**WHEREAS** consumers have received notification regarding the delinquency of their account according to the legal requirement of the law; and,

**WHEREAS** City Ordinance No. 193 imposes a \$150 penalty on each delinquent utility account that is assessed and collected with taxes; and,

**WHEREAS** Minnesota Statute §443.16 authorizes collection of delinquent accounts by certification to the County Tax Rolls for collection.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA** the County Auditor of Hennepin County is hereby directed to place the following list of delinquent utility accounts, consisting of delinquent principal, penalty and interest thereon at the rate of 10 percent on the 2014 payable 2015 tax rolls.

<b>NAME</b>	<b>PROPERTY ADDRESS</b>	<b>PID #</b>	<b>TOTAL</b>
Kenneth Kanzler	1410 Rainbow Avenue	26-118-24-11-0065	\$217.35
Twin Cities REA/Dennis Johnson	1654 Marsh Avenue	24-118-24-34-0063	\$1106.97
James & Kelli Woessner	4830 Main Street East	24-118-24-44-0026	\$4059.92
Bank Owned	1445 Rainbow Avenue	26-118-24-11-0052	\$403.42
DGB Properties/Jeff Mobley	5410 Bryant Street	25-118-24-22-0117	\$549.88
Betsy Sutherland	5265 Main Street East	25-118-24-21-0064	\$429.55
David Wehrmann	5364 Main Street East	24-118-24-34-0052	\$337.92

Jessica Weickert	5119 Main Street East	25-118-24-12-0029	\$632.02
Brad & Barbara Shofner	4845 Drake Street	24-118-24-44-0052	\$513.51
John Sweeney	5865 Three Oaks Avenue	26-118-24-12-0078	\$1,154.92
Michael Melton	1539 Halgren Road	26-118-24-11-0001	\$806.76
Christopher Ehlen	5239 Bryant Street	25-118-24-21-0011	\$290.43
Paul Swanson	5645 Main Street West	26-118-24-11-0025	\$378.48
Scott Gosewisch	1690 Howard Avenue	24-118-24-44-0019	\$424.22
Ronald Wipf	5426 Joyce Street	25-118-24-22-0018	\$886.81
Gary Falde	4920 Main Street East	24-118-24-44-0088	\$1,249.48
Greg Ehalt/Lisa Mengelkoch	5545 Main Street West	25-118-24-22-0057	\$555.33
Diana Austin	1555 Three Oaks Avenue	26-118-24-12-0015	\$632.70
Sarah Mann	1647 Marsh Avenue	24-118-24-34-0060	\$674.56
Lynn Verville	5260 Manchester Drive	24-118-24-34-0066	\$765.37
Michelle Morin	5420 Clayton Drive	25-118-24-22-0091	\$675.58
Brittany Day/Matt Miller	5429 Bryant Street	25-118-24-22-0002	\$1,014.00
Patrick Dynan	4945 Main Street East	24-118-24-11-0012	\$713.00
Craig Kvern	1499 Prairieland Avenue	25-118-24-22-0083	\$1,834.15
Kelly Parrott	5875 Main Street West	26-118-24-12-0005	\$477.97
Sandi Millar	5860 Main Street West	23-118-24-43-0007	\$296.01
Eric Lindstrom	4829 Main Street East	25-118-24-11-0002	\$569.18
Cynthia Nesteby	1444 Rainbow Avenue	26-118-24-11-0045	\$308.61
Kris & Steve Roth	5785 Maple Ridge Drive	26-118-24-11-0081	\$1,803.91
Jeffrey Johnson	5790 Main Street West	23-118-24-44-0015	\$521.63
Kirk Anderson	1465 Three Oaks Avenue	26-118-24-12-0021	\$345.16
Bill Carlson	5354 Bryant Street	25-118-24-21-0078	\$322.78
Julie Lund	5835 Amy Lane	26-118-24-12-0060	\$460.73
Scott Stevenson	5259 Main Street East	25-118-24-21-0063	\$1,273.69
Frank Bening	4833 Bradford Street	24-118-24-44-0077	\$1,155.50
Tom Buhl/John James	5434 Main Street West #F	25-118-24-22-0105	\$388.41
Brian Funke	4844 Drake Street	24-118-24-44-0048	\$325.08
Brett Dodds	1540 Halgren Road	25-118-24-22-0113	\$751.74
Peter Schendel	1429 Halgren Road	26-118-24-11-0008	\$722.30
Twin Cities REA/Harlan Stockton	1654 Marsh Avenue	24-118-24-34-0063	\$351.77
Amy Ward	5440 Main Street East	24-118-24-33-0030	\$437.37
Duane Hirsch	5369 Clayton Drive	25-118-24-21-0084	\$736.05
Tim & Ruth Mahan	1455 Parkview Road	26-118-24-11-0085	\$1,077.08
Nathan Pearson	1490 Budd Avenue	25-118-24-12-0017	\$334.80
Jon Theis	5445 Main Street West	25-118-24-22-0107	\$522.86

Dan Welch	1514 Rainbow Avenue	26-118-24-11-0039	\$422.06
Pam Sheldon	5789 Three Oaks Avenue	26-118-24-11-0091	\$1,340.16
Dave Brand/Sheila Newman	5820 Main Street West	23-118-24-43-0024	\$318.92
Roger Harmon	5290 Main Street East	24-118-24-34-0076	\$477.64
Hetherwood	5469 Highway #12	24-118-24-33-0018	\$328.67
Anthem Inc	1275 Poplar Avenue	25-118-24-13-0011	\$651.49
Magnolia 8 Properties	5210 Main Street East	24-118-24-34-0032	\$561.94
Dave Brand/Resident	5824 Main Street West	23-118-24-43-0024	\$652.84
Craig Hawkins/Norbert Villamil	4809 Main Street East	25-118-24-11-0026	\$1,147.21
<b>TOTALS</b>			<b>\$39,389.89</b>

This resolution was introduced by \_\_\_\_\_. Members voting in favor: \_\_\_\_\_. Members voting against: \_\_\_\_\_. Members absent: \_\_\_\_\_. The resolution was passed by the Maple Plain City Council this \_\_\_\_\_.

\_\_\_\_\_  
Jerry Young, Acting Mayor

Attest:

\_\_\_\_\_  
Tessia Melvin, City Administrator



Agenda Information Memorandum  
November 10, 2014 Maple Plain City Council

**7. NEW BUSINESS**  
**D. 2015 LIQUOR LICENSE RENEWAL APPLICATIONS**

**ACTIONS TO BE CONSIDERED**

To review and approve liquor license renewal applications from the following applicants: TJA Pubs, LLC (Monies), Hibernia Restaurant Management LLC (McGarry's Irish Pub & Eatery), M&M Wine & Spirits, Inc. (M&M Wine & Spirits), Grindstone Inc. (Blackwater), and DBL Enterprises, Inc. (Liquoris).

**FACTS**

- **TJA Pubs, LLC (Monies)** is located at 4820 Highway 12 and is applying for a liquor license renewal for off-sale, on-sale and Sunday sales.
- **Hibernia Restaurant Management LLC (McGarry's Irish Pub & Eatery)** is located at 5189 Main Street East and is applying for a liquor license renewal for on-sale and Sunday sales.
- **M&M Wine & Spirits, Inc. (M&M Wine & Spirits)** is located at 4912 Highway 12, Suite 1, and is applying for a liquor license renewal for off-sale.
- **DBL Enterprises, Inc. (Liquoris)** at 5250 Highway 12 and is applying for a liquor license renewal for off-sale.
- **Grindstone Inc. (Blackwater)** is located at 5159 Highway 12, and is applying for wine and beer.
- City Code 33.27 subp. (new code 110.31 subp. C) allows the city to withhold issuance of a license or license renewal "on which taxes, special assessments or other financial claims of the City or the of the state are due, delinquent or unpaid."
  - All property owners are current.
- Cities have 10 days from the date of the issuance of a liquor license to provide to the State Commissioner of Public Safety the licensee's name and address and trade name, and the effective date and expiration date of the license.
- West Hennepin Public Safety has conducted the necessary background information on all applicants and approved all applications.

**ATTACHMENTS**

No Attachments.



Agenda Information Memorandum  
November 10, 2014 Maple Plain City Council

**7. NEW BUSINESS**  
**E. 2015 TOBACCO LICENSE RENEWALS**

**ACTIONS TO BE CONSIDERED**

To review and approve the tobacco license renewal applications for M.L. & G., Inc. (Olson's Market), TJA Pubs, LLC (Monies) and McGarry's Pub.

**FACTS**

- The businesses requesting tobacco license renewals are:
  - M.L. & G., Inc. (Olson's Market), 5249 Highway 12
  - TJA Pubs, LLC (Monies), 4820 Highway 12
  - McGarry's Pub, 5189 Main Street East

**ATTACHMENTS**

No attachments



Agenda Information Memorandum  
November 10, 2014 - Maple Plain City Council

**7. NEW BUSINESS**  
**F. MAIN STREET WEST AND RAINBOW AVENUE – CONTRACT EXTENSION**

**ACTION TO BE CONSIDERED**

To discuss the request for a contract extension on the above referenced project and if acceptable, direct Staff to prepare Change Order No. 6.

**FACTS**

- The original substantial completion date for the project was October 17, 2014. The final completion date is June 30, 2015.
- The City Council extended the substantial completion date to October 31, 2014 at the October 13, 2014 Council Meeting. This extension was based on rain delays experienced by the contractor, especially in the month of May/June 2014.
- The Contractor was anticipating an extension to November 14, 2014.
- The Contractor indicated he did not ask for extension for past change order work since he anticipated getting a 20-day versus 10-day extension.
- Because the City is adding the trail paving and restoration to the project, the Contractor requested a week extension to the substantial completion date.
- The Contractor asked for an extension related to his previous ravine work (2 days) and watermain repair (1 day).
- Staff felt the Council could approach this contract extension as two options discussed below:
  - Option 1 – Approve a contract extension of 5 days to November 7, 2014 for the trail and restoration work.
  - Option 2 - Approve a contract extension of 8 days to November 12, 2014 for the trail and restoration work, ravine work, and watermain repair work.
- The Contractor is not entitled to any additional compensation for this change order.

**ATTACHMENTS**

No Attachments

RESOLUTION NO.14-1110-03

A RESOLUTION APPROVING THE REQUEST BY DAVE MEEKS FOR A VARIANCE TO ALLOW A DETACHED ACCESSORY STRUCTURE TO BE LOCATED ON THE PROPERTY LOCATED AT 5530 MAIN STREET WEST

WHEREAS, the City of Maple Plain (the “City”) is a municipal corporation under the laws of Minnesota; and

WHEREAS, the City adopted a comprehensive plan in 2008 to guide the development of the community; and

WHEREAS, the City has adopted a zoning ordinance and other official controls to assist in implementing the comprehensive plan; and

WHEREAS, Dave Meeks (the “Owner”) submitted an application seeking a variance to allow a detached accessory structure that does not meet all setback requirements on the property located at 5530 Main Street West (the “Property”); and

WHEREAS, the Property is legally described as:

*Lot 3 and the West Half of Lot 2, Block 6, West Maple Plain*

WHEREAS, the Property is zoned R-2 Single and 2-Family Residential District; and

WHEREAS the requested variance meets all requirements, standards and specifications of the City of Maple Plain Zoning Ordinances for property R-2 Single and 2-Family Residential District zoned ; and

WHEREAS the Planning Commission held a public hearing on November 6, 2014 to review the application for a variance following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA that it should and hereby does approve the application by Dave Meeks for a variance per the City’s zoning regulations with the following conditions:

1. The proposed variance meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The Applicant shall pay for all costs associated with the City's review of the variance.

This resolution was adopted by the City Council of the City of Maple Plain on this 10<sup>th</sup> day of November, 2014, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

\_\_\_\_\_  
Jerry Young, Acting Mayor

ATTEST:

\_\_\_\_\_  
Tessia Melvin, City Administrator

(SEAL)

RES. NO. \_\_\_\_\_  
Variance – Dave Meeks 5530 Main Street W.

RESOLUTION NO.14-1110-02

A RESOLUTION APPROVING THE REQUEST BY JEFFREY MARKUS FOR SITE PLAN REVIEW TO ALLOW MODIFICATIONS TO THE EXISTING INDUSTRIAL BUILDING AND SITE ON THE PROPERTY LOCATED AT 1275 POPLAR AVENUE

WHEREAS, the City of Maple Plain (the “City”) is a municipal corporation under the laws of Minnesota; and

WHEREAS, the City adopted a comprehensive plan in 2008 to guide the development of the community; and

WHEREAS, the City has adopted a zoning ordinance and other official controls to assist in implementing the comprehensive plan; and

WHEREAS, Jeffrey Markus (the “Applicant”) submitted an application seeking site plan review to allow modifications to the existing industrial building and site for the property located at 1275 Poplar Avenue (PID No. 25-118-24-13-0011) (the “Property”); and

WHEREAS, the Property is zoned I – Industrial; and

WHEREAS the requested site plan review meets all requirements, standards and specifications of the City of Maple Plain Zoning Ordinances for property zoned I - Industrial; and

WHEREAS the Planning Commission held a public hearing on November 6, 2014 to review the application for site plan review following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA that it should and hereby does approve the application by Jeffrey Markus for site plan review per the City’s zoning regulations with the following conditions:

1. The proposed site plan meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The City Council’s approval of the site plan review is subject to the applicant providing additional information and receiving City approval for the following items:

- a. The Applicant shall address all engineering comments that may arise as a result of the final review of the site plan.
  - b. The Applicant shall provide the City with a revised site plan which indicates the location of the proposed fence, paving, parking and access into the outdoor storage area.
  - c. The Applicant shall provide the City with a revised landscape plan detailing the proposed landscape to screen the outdoor storage area.
3. The Applicant shall be permitted to utilize gravel, rather than bituminous or concrete, for the outdoor storage areas on this site.
  4. The Applicant shall be required to pave (bituminous or concrete) the proposed driveway and additional parking spaces on the south side of the building.
  5. The Applicant shall pay for all costs associated with the City's review of the site plan review.
  6. No signage was approved as a part of this review. All signage shall be reviewed and approved by the City.

This resolution was adopted by the City Council of the City of Maple Plain on this 10<sup>th</sup> day of November, 2014, by a vote of \_\_\_\_ayes and \_\_\_\_nays.

\_\_\_\_\_  
Jerry Young, Acting Mayor

ATTEST:

\_\_\_\_\_  
Tessia Melvin, City Administrator

(SEAL)

RES. NO. \_\_\_\_\_  
Site Plan Review – 1275 Poplar Avenue