

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
MONDAY, JULY 14, 2014
7:00 PM

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. PROCLAMATION**
- 5. CONSENT AGENDA**
 - A. Approve June 17 Joint Council meeting minutes
 - B. Approve June 23 City Council meeting minutes
 - C. Approve June 23 Special meeting minutes
 - D. Accounts Payable
 - E. Maple Plain Lot Addendum/Amendment
 - F. Acceptance of Donations for the Step To It Program
 - G. Approval of 2014 Election Judges
 - H. Main Street West and Rainbow Avenue – Utility and Street Improvements – Payment Request 2
- 6. VISITORS TO BE HEARD**

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.
- 7. PUBLIC HEARINGS**
- 8. ADMINISTRATIVE REPORTS**
 - A. Quarterly Financial Report
- 9. OLD BUSINESS**
 - A. City Code 30.35 Salaries of Mayor and Councilmembers
- 10. NEW BUSINESS**
 - A. Contract for 2014-2015 Assessing Services
 - B. Approval of Liquor License Application
- 11. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**
- 12. COUNCIL REPORTS & OTHER BUSINESS**
- 13. ADJOURNMENT**

MAPLE PLAIN CITY COUNCIL and INDEPENDENCE CITY COUNCIL
JOINT MEETING
TUESDAY, JUNE 17, 2014 – 7:30PM
INDEPENDENCE CITY HALL

1. CALL TO ORDER.

Pursuant to due call and notice thereof, a regular meeting of the Independence City Council was called to order by Mayor Johnson at 7:30 p.m.

2. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

4. ROLL CALL

INDEPENDENCE COUNCIL PRESENT: Mayor Johnson, Councilors Betts, Spencer, and Fisher

MAPLE PLAIN COUNCIL PRESENT: Mayor Hackbarth, Councilors Eisinger, McCoy, and DeLuca

ABSENT: Councilor Wenck and Young

STAFF: City Administrator Hirsch, City Administrator Melvin and City Attorney Manderschied

VISITORS: Jerry Hertaus, David Osmek, Katie Rodriguez, and Gary Kroells

5. ADOPT AGENDA

Motion by Eisinger, second by DeLuca to adopt the Agenda. Ayes: Hackbarth, DeLuca, McCoy, and Eisinger. Nays: None. Absent: Young. MOTION DECLARED CARRIED.

4. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

A. Representative David Osmek and Representative Jerry Hertaus

Representative Jerry Hertaus

State Representative Jerry Hertaus thanked the Councilors for having him and welcomed the viewing audience. He discussed the increases in state spending. He further discussed the Business-to-business taxes and how he and Osmek worked on this together. He discussed this change and how the City governments are now tax exempt from state sales tax.

Hertaus discussed Metronic's decision to sell and move their headquarters. He discussed the company's financial savings by not having to pay Minnesota's State taxes. He then discussed the low revenue trend.

Hertaus recommended if you have a request for a bonding bill to start discussing early, as it is a long process. He stated he would be honored to help with any special needs.

Hertaus discussed some transportation accomplishments including the Highway 610 connection to Highway 94 starting this fall. He discussed the Highway 12 issues and coalition meeting. There is also a third transportation lane looking to be added to Highway 494 between Bass Lake Road and Highway 55.

Hertaus commented on the MN Sure Plan, the enrollment, and showed the reported numbers. He commented how the enrollment is short of the state's prediction.

Representative David Osmek

Senator David Osmek passed out his a legislative update handout. He stated there were a lot of missed opportunities in the Legislature this year. Financial opportunities to assist cities including Maple Plain and Independence were presented including money for road repairs and public transportation, but they were unable to get these items passed.

Osmek stated they were unable to get HAWK funding for Maple Plain this year, and now that it is operating it may be too late. He stated they may be able to assist with funding for Maple Plain's downtown project with deed money.

Osmek discussed the topics and items that he has been appointed to represent including taxpayers league and minority whip of the republican caucus. He discussed stopping expediting rule making authority.

Osmek expressed his concern about a deficit going forward with all the state spending.

Osmek discussed bonding projects he is assisting with including for the City of Wayzata. He stated if there is anything the cities are looking for guidance or assistance with, from the state, he would be happy to assist them.

Osmek discussed the light rail Green Line track and how he is asking for proof that this will reduce traffic on Highway 94. He also discussed the length of time it takes to travel from St. Paul to Minneapolis.

Osmek stated he is on the Clean Water Council and discuss the City of Mound's discharging of water into Lake Minnetonka due to the abundance of rain and leaky pipes. He is working with Mound and the Met Council on this issue. He stated ten years ago the sewer systems were supposed to be upgrade and the project continues to be delayed. He stated legacy fund money should be used for projects like this.

McCoy asked about any positive news from the Capitol. Osmek discussed there was a committee for expungement. He stated it was a positive thing that was passed. Hertaus further discussed the criminal justice system, and how they are probation officers are overwhelmed by the amount of non-violent offender cases. He stated one out of four Minnesotan's have a criminal conviction and one in 26 is under direct supervision. Hertaus stated these convictions end up denying them for housing and jobs and thus holding them back from succeeding.

Hertaus stated another positive is that he helped author a bill that allows dentists to issue influenza shots. He stated this gained support by both parties and was passed.

Hackbarth discussed the inflow and infiltration issues, and he was looking for assistance. Hertaus gave examples of Greenfield's issues on Lake Sarah. Osmek suggested to verify you are slip lining the sewer pipes and to make sure Met Council is metering them.

Katie Rodriguez, Metropolitan Council

Katie Rodriguez, Met Council, stated she represents District 1. She feels that communities getting together to discuss issues is very important. She stated her background is in Municipal Finance. She stated she was on the Transportation and Management Committee. She discussed Highway 94 and Hwy 694 is getting a lot of attention. She stated a 30-year regional development plan was passed and is titled Thrive MSP 2040. She stated they predict by 2040 the population of people 65 and older will double and 40% of people will be people of color.

Rodriguez stated starting in December a bus line will now be running from the Maple Plain Park and Ride with two trips in the morning and two trips in the evening. Melvin thanked Rodriguez and the Met Council for bringing the bus line and listening to the residents' requests.

5. WEST HENNEPIN PUBLIC SAFETY MONTHLY REPORT

Kroells thanked the Councils for Ray McCoy's send off and their continued support. He stated he is committed to a very solid work ethic and professionalism. He listed six goals and objectives of the department: 24-hour/ 7-day a week protection for the citizens, traffic and narcotics enforcement, perform the department's own investigations, emergency management director, coordinate with three local fire departments, and community education. He stated he is looking for a 25% increase in traffic enforcement.

Kroells highlighted the report and discussed some of the cases from April and May. He stated the majority of them were traffic. He stated they arrested someone with a felony warrant that was identified by his finger prints.

Kroells mentioned other highlights including Sergeant Denneson mock car crash with staff and students from the Orono High School. The event was recorded by the LMCC and is available on *YouTube.com*. He also mentioned car thefts, felony domestic assaults with a weapon, and suicide recovery search.

Kroells mentioned the ICR numbers are still down this year compared to last year, but he anticipates those numbers will go up. He stated one of their officers is out due to a broken ankle, but they should be fully staffed again in early July. However, that officer is still in training and should be on his own starting in September.

Kroells stated the department has been very busy these last several months. He stated he is now starting to work on the budget for next year.

Johnson asked about a new program starting. Kroells stated an online record management systems has been in practice since 2008. Initially there were only four cities using it and now Hennepin County Sheriff's Office will begin using it. That will now be the 11th department using this system.

6. MAPLE PLAIN FIRE DEPARTMENT QUARTERLY REPORT

Dave Eisinger gave the quarterly report. He stated through the end of May they have had about 130 runs so far this year. He stated the budget is about 32% spent; however, there is some mechanical work is scheduled to be done on some of the trucks.

Eisinger pointed out some line items in the report and some of the spending. He stated the training was going quite well. He explained a few training sessions he and some of the crew attended. Eisinger stated they currently have 27 fire fighters, of which two are new to the department within the last few months.

Eisinger discussed recent fire events. The department attended a large house fire in Minnetrista and they used their ladder truck. He stated they also attended a large barn fire in Corcoran where they used the ladder truck. At this fire, 14 departments attended, and the Maple Plain Fire Department was there for six hours.

Eisinger stated there was a regional meeting at the department, last week, with 31 departments that attended including a Helicopter from North Air Care. He stated the department is very lucky to have such good fire fighters.

Eisinger discussed the purchase of SOG's and this would be shared by four other cities, Long Lake, Orono, Hamel, and Lorretto. Volunteer administrator, Ray McCoy, would be in charge of this, which would take six to twelve months to integrate into all the fire departments.

Motion by Betts, second by Spencer to permit the Maple Plain Fire Department to purchase SOG's upon the approval by Long Lake, Orono, Hamel, and Loretto. Ayes: Johnson, Betts, Spencer, and Fisher. Nays: None. Absent: Wenck. MOTION DECLARED CARRIED.

Motion by DeLuca, second by McCoy to permit the Maple Plain Fire Department to purchase SOG's upon the approval by Long Lake, Orono, Hamel, and Loretto. Ayes: Hackbarth, DeLuca, McCoy, and Eisinger. Nays: None. Absent: Young. MOTION DECLARED CARRIED.

7. SHARED SERVICES UPDATE

- A. Maple Plain Days
- B. Joint City Newsletter
- C. Next Steps

Melvin recapped four goals the Councils had requested last December in a report. The two big items included: Maple Plain Days the Independence Heritage Fest merger in 2015 and a joint quarterly newsletter. These things will help to build the community as a whole and will be a big cost saves for both cities. Melvin asked the Council for further direction. Hirsch stated the joint effort has been going well, and enjoys working with Maple Plain on this. Johnson mentioned that the Clean-up Day is another event that serves the communities jointly.

DeLuca stated he thinks they are moving in the right direction. He recommended the administrators continue to work together and feels they are moving in the right direction. He suggested getting the committee together again to discuss and review some of these changes. Hackbarth also feels this is a good thing.

The Councils asked to be kept in the loop on residents reactions. Johnson and Hackbarth suggested distributing the newsletters in other local businesses.

8. COUNCIL UPDATE

Each Council will provide an update on upcoming projects and events.

McCoy stated in working their redevelopment of downtown Maple Plain, they signed on with real estate agent, Tom Palmquist, to market their downtown property. He stated that City Hall has decided to move into the Discovery Center by this fall. The current city hall building would then be demolished and prepared for developers. Johnson asked about layout details. McCoy explained that the Discovery Center will also have some renovations creating a separate area for City Hall and a share Community Room with a 49 person capacity.

McCoy stated Budd Street would be closed starting June 30 to replace the sewer line under Highway 12. Hackbarth discussed the complete repair of Main Street in Maple Plain including sewer pipes, water pipes, and utility lines. It was scheduled to be completed in September or October, but the rain may delay this. This project is the biggest project Maple Plain has ever done. Melvin stated the City's website, hotline 763-479-2266, and emails are sent to help update residents on the progress. She thanked the public safety departments for all their hard work and assistance with this.

Eisinger update the Councils with the progress on the Townhome development behind the bank. He stated ground work should begin in July and five of the 18 units are already sold. He stated with the high interest in these homes, the company is already looking at expanding to other areas in Maple Plain.

DeLuca updated the Councils with Maple Plain's recent install of all new water meters for businesses and residents. Melvin described how this works and the time and money savings it will create.

DeLuca also mentioned that the Maple Plain Public Works department hired another person.

9. OTHER BUSINESS

Johnson informed the Council that Gail Sinkel, Director of the Senior Center in Delano, is retiring after 30 years. He also invited everyone to her Open House on the 26th starting at 3 p.m. He stated she has done a tremendous job over the years.

Spencer stated the County will be doing road work on County Road 11 starting the last week in July. This includes paving the shoulders on County Road 11.

Hackbarth and Johnson discussed transportation issues for the seniors in Western Hennepin County and Wright County.

10. ADJOURNMENT

**Motion by Betts second by Fisher to adjourn the Joint City Council Meeting at 9:10 p.m.
Ayes: Johnson, Betts, Spencer, and Fisher. Nays: None. Absent: Wenck. MOTION DECLARED
CARRIED.**

**Motion by McCoy second by DeLuca to adjourn the Joint City Council Meeting at 9:10 p.m.
Ayes: Hackbarth, DeLuca, McCoy, and Eisinger. Nays: None. Absent: Young. MOTION
DECLARED CARRIED.**

Respectfully submitted,

Jolene Nelson, Recording Secretary

**Maple Plain City Council Meeting
Meeting Minutes
June 23, 2014
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Hackbarth called the meeting to order at 7 p.m.

Present: Mayor Roger Hackbarth and Councilmembers Justin McCoy, Dave Eisinger, Mike DeLuca and Jerry Young. Also present were City Administrator Tessia Melvin, City Engineer Dan Boyum, City Planner Mark Kaltsas and West Hennepin Public Safety Director Gary Kroells.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

**Councilmember Young moved to adopt a revised agenda to include:
C. Joint Cooperation Agreement between Hennepin County and the City of
Maple Plain;**

seconded by Councilmember DeLuca. Motion passed 5-0.

4. PROCLAMATIONS

The Council had a proclamation for the 2014 Step To It Winner: Tom Warner. Warner was not present. The Council also planned to present a bike to Andrew Evans, a 2014 Step To It participant. Evans was not present.

5. CONSENT AGENDA

Items to approve under the Consent Agenda:

- A. Approve May 28 City Council meeting minutes**
- B. Accounts Payable**
- C. Joint Cooperation Agreement between Hennepin County and the City of
Maple Plain**

**Councilmember McCoy moved to adopt the consent agenda; seconded by
Councilmember Young. Motion passed 5-0.**

6. VISITORS TO BE HEARD

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

There were no visitors.

7. PUBLIC HEARINGS

A. MS4 Annual Public Meeting

City Engineer Dan Boyum conducted the public meeting to solicit comments from those in attendance regarding the MS4 Permit. The City of Maple Plain has been operating under an NPDES Phase II General Storm Water Permit from the Minnesota Pollution Control Agency since 2003. Boyum stated that each year the City must conduct a public meeting on the existing SWPPP and the progress towards reaching the measurable goals. The City collaborates with both watershed districts on this effort.

Councilmember Young moved to approve the MS4 Public Report; seconded by Councilmember McCoy. Motion passed 5-0.

B. Meadows of Maple Plain Preliminary Plat PUD

City Planner Mark Kaltsas presented a subdivision, rezoning preliminary plat and general plat approval for the Meadows of Maple Plain. The request is to have Council approve the following:

- Subdivision of the property into 18 single-family home sites
- Rezoning to Planned Unit Development- Mixed Use
- General Plan/Preliminary Plat

The applicant, RoseCreek Builders, presented the same information to the Planning Commission at their June meeting, and all of their concerns were addressed.

Kaltsas reported that the plat includes:

- A new east west street and cul-de-sac to provide access into the development.
- The utilities are proposed to be public.
- The applicant is proposing a tot lot to satisfy the park dedication recommendation. The outlet would be deeded to the City as part of the development agreement and final plat.

- The property proposed for the development are smaller than the existing lots, but are within the City's code and have been approved by the Planning Commission.

Kaltsas reported on the public facilities:

- Previously the City requested the applicant provide easement for a potential trail. The Planning Commission did not recommend obtaining a trail easement in this location.
- The applicant is proposing a five-foot sidewalk along the length of the proposed Oak Street.
- The storm water facility will be maintained by the homeowner's association.
- The applicant will install lights that are in accordance to the City's recommendations and meet the City's design standards.
- Based on the fire department's recommendation, the developer will be installing 3 new fire hydrants and making the cul-de-sac along with street lights meet the necessary standards to allow the landing of an emergency helicopter.

Kaltsas reported on the landscaping and signage proposed by the developer:

- The developer has prepared a tree preservation plan for the area.
- The Planning Commission and staff have asked the developer to include more landscaping along both the north and south property lines.
- The developer will provide a monument sign for the project, which will meet the City's design guidelines.

Councilmember Eisinger moved to approve the subdivision of the property into 18 single-family home sites; seconded by Councilmember McCoy. Motion passed 5-0.

Councilmember Young moved to approve the rezoning of Planned Unit-Mixed Use; seconded by Councilmember McCoy. Motion passed 5-0.

8. ADMINISTRATIVE REPORTS

A. City Planner Monthly Report

Kaltsas reported on the following activities:

- Nuisance complaints regarding a newly constructed fence
- Verizon Wireless on antennae
- Review CUP relating to Collision Corner, as they are considering an improvement to their site
- Work with RoseCreek Builders
- Working with residents on setbacks, zoning, subdivision and other planning questions.

Councilmember Young moved to approve the Monthly Planning Report; seconded by Councilmember McCoy. Motion passed 5-0.

B. City Engineer Monthly Report

Boyum reported on the following activities:

- TH 12 Hawk Crossing punchlist items
- Budd Avenue Sanitary Sewer Improvements
 - The permit was not granted from MNDoT in a timely manner, therefore, the project has been delayed.
- Main Street West and Rainbow Avenue Project
 - Coordination with Centerpoint Energy on service and relocates
 - Construction survey and inspections
 - Review change orders
 - Review road access to contractor

9. OLD BUSINESS

A. MCES 2013 Inflow & Infiltration Grant Reimbursement Requests

Melvin reported that the Metropolitan Council Environmental Services (MCES) asked the City of Maple Plain to participate in a grant program designed to help residents pay for repairs to help reduce the inflow and infiltration levels. In 2013 staff sent flyers out to residents about the grant program and received 10 applications. Nine properties were qualified for grant funding. MCES has provided the City with \$7,194.53 in grant funds to reimburse residents upon the completion of their work.

Councilmember Young moved to approve the payment of MCES dollars to

qualified residents for the Inflow & Infiltration Grant Program; seconded by Councilmember Eisinger. Motion passed 5-0.

B. Drake and Perkins Neighborhood Drainage Issues Update

Melvin reported that staff met with about eight residents in the Drake and Perkins neighborhood. Residents described their property, the issues that they have been dealing with and provided any history on their property. Staff recommended to Council that staff Survey the land to determine if and where draitile is located and to televise the storm water drain to determine if there is any indication of collapsed piping or obstructions. The Council asked Melvin to report on cost estimates at the next meeting.

10. NEW BUSINESS

A. Discovery Center Lease

Melvin presented the lease from the Discovery Center for the City to rent City Hall space. Melvin reported that the City began a site assessment in November 2013 with Wenck Construction & Remediation, Inc. Wenck staff proposed the following options for the location of City Hall:

- Rent space at the Discovery Center for 5 years at \$31,000 per year. This includes all expenses, custodial and tenant improvement costs. Currently the City pays about \$15,000 annually in building costs.
- Build a new City Hall at the Fire Station for \$584,000-\$687,000
- Create an addition to the Fire Station for a City Hall: \$685,000
- Consider renting space from the City of Independence.

Melvin reported that the City has hired a commercial broker for the downtown development. As this project nears, the City Council decided that City Hall should be moved. Mayor Hackbarth presented concerns about the public not knowing enough about this move. The Council assured Hackbarth that there had been several workshops on the issue and regular meetings held to discuss the topic of moving City Hall.

Councilmember Young moved to approve the lease between the City of Maple Plain and the Discovery Center to allow the City to rent space for City Hall October 1, 2014 - October 31, 2019; seconded by Councilmember Eisinger. Motion passed 5-0.

11. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS

There was no discussion on legislative/intergovernmental affairs.

12. COUNCIL REPORTS & OTHER BUSINESS

A. Report on the Joint Council meeting with the City of Independence

Melvin reported that on Tuesday, June 17, both City Councils met. In attendance were Representatives Hertaus and Osmek to provide a legislative update. In addition, Katie Rodriguez from the Met Council attended to provide an update. The Councils discussed the shared services, the work that has been done with merging the two newsletters and City events and expressed interest in continuing these efforts.

13. ADJOURNMENT

Councilmember Young moved to adjourn the meeting at 7:45 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.

**Maple Plain City Council Special Meeting
Meeting Minutes
June 23, 2014
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Hackbarth called the meeting to order at 5:03 p.m.

Present: Councilmembers Roger Hackbarth, Dave Eisinger, Justin McCoy, Jerry Young and Mike DeLuca. Also present were City Administrator Tessia Melvin, and City Attorney, Jeff Carson. Special guests were Annette Margarit, Attorney of Dougherty Molenda.

2. ADOPT AGENDA

Councilmember Eisinger moved to accept the agenda; seconded by Councilmember McCoy. Motion passed 5-0.

3. PERSONNEL MATTERS

City Attorney, Jeff Carson, stated that the Council would be in closed session to review and discuss the investigative report of a formal complaint. The meeting went into closed session at 5:10 p.m. The City Council resumed Open Session at 6:20 p.m.

Councilmember McCoy moved to have the investigator provide a supplemental report and bring back to a special meeting; seconded by Councilmember DeLuca. Motion passed 5-0.

4. OTHER BUSINESS

Melvin presented the Council with an invoice from the City of Maple Plain to Blackwater. After research into the invoice, it appears the City was delinquent on the 2006 payment. Council approved this payment. In addition, Melvin asked about the delinquent water bill of Blackwater in 2013. The Council stated that they had met with the property owner in October of 2013, and a resolution was concluded, however it was not paid in full.

5. ADJOURNMENT

Councilmember Eisinger moved to Adjourn; seconded by Councilmember DeLuca. Motion passed 5-0.

Prepared by

Tessia, City Administrator

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Payments

Current Period: July 2014

Batch Name	07/14/14cit2	User Dollar Amt	\$0.00	
	Payments	Computer Dollar Amt	\$43.50	
			<u>\$43.50</u>	Out of Balance
Refer	19161 CENTERPOINT ENERGY MINNEGA			
Cash Payment	E 101-41940-383 Gas Utilities	City Hall		\$23.24
Invoice				
Cash Payment	E 101-41940-383 Gas Utilities	Public Works		\$20.26
Invoice				
Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total <u>\$43.50</u>

Fund Summary

	10100 Bank of Maple Plain	
101 GENERAL FUND		<u>\$43.50</u>
		\$43.50

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	<u>\$43.50</u>
Total	\$43.50

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Payments

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Current Period: July 2014

Batch Name	07/14/14City	User Dollar Amt	\$0.00	
	Payments	Computer Dollar Amt	\$147,660.79	
			\$147,660.79	Out of Balance
Refer	19141 <u>ABDO EICK & MEYERS, LLP</u>	-		
Cash Payment	E 101-41500-301 Auditing & Accounting S	Financial Report		\$600.00
	Invoice 330812			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$600.00
Refer	19142 <u>BAUERSCHMITT, STAN</u>	-		
Cash Payment	E 101-41940-310 Janitorial Services	Janitor- City Hall		\$150.00
	Invoice			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$150.00
Refer	19143 <u>BOND TRUST SERVICES</u>	-		
Cash Payment	E 351-47110-611 Bond Interest	Interest- Series 2012A		\$15,410.00
	Invoice 22506			
Cash Payment	E 351-47110-611 Bond Interest	Interest- Series 2013A		\$18,917.16
	Invoice 22508			
Cash Payment	E 351-47110-620 Fiscal Agent s Fees	Management Fee		\$450.00
	Invoice 10944			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$34,777.16
Refer	19144 <u>CENTERPOINT ENERGY MINNEGA</u>	-		
Cash Payment	E 601-49400-383 Gas Utilities	WTP		\$43.56
	Invoice			
Cash Payment	E 602-49450-383 Gas Utilities	Lift Station		\$64.18
	Invoice			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$107.74
Refer	19145 <u>ERICKSON, ROLF E.A.</u>	-		
Cash Payment	E 101-41550-305 Assessing Services	June Assessing Services		\$1,200.96
	Invoice			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$1,200.96
Refer	19146 <u>MAPLE PLAIN/INDEPENDENCE FIR</u>	-		
Cash Payment	E 101-42290-307 Fire Administration	Fire Services		\$13,482.92
	Invoice			
Cash Payment	E 101-41500-331 Training & Travel	Reimbursement		\$375.00
	Invoice			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$13,857.92
Refer	19147 <u>FRONTIER</u>	-		
Cash Payment	E 601-49400-321 Telephone	WTP		\$107.48
	Invoice			
Cash Payment	E 601-49400-321 Telephone	WTP Alarm		\$57.01
	Invoice			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$164.49
Refer	19148 <u>BELAYHOST</u>	-		
Cash Payment	E 101-41500-309 EDP, Software and Desi	Filter- July		\$18.00
	Invoice 25969			
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$18.00

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Payments

Current Period: July 2014

Refer	19149	<u>GOPHER STATE ONE-CALL, INC.</u>	-			
Cash Payment	E 101-43000-437	Miscellaneous	Locates- June		\$78.50	
		Invoice 111936				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total	\$78.50	
Refer	19151	<u>HAWKINS INC.</u>	-			
Cash Payment	E 601-49400-216	Chemicals & Chemical P	Water Chemicals		\$413.27	
		Invoice 3608869				
Cash Payment	E 601-49400-216	Chemicals & Chemical P	Water Chemicals		\$30.00	
		Invoice 3613383,361357				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total	\$443.27	
Refer	19153	<u>MATHESON TRI-GAS</u>	-			
Cash Payment	E 101-43000-215	Shop Materials	Cylinder lease		\$53.80	
		Invoice 9257777				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total	\$53.80	
Refer	19154	<u>TESSIA MELVIN</u>	-			
Cash Payment	E 101-41500-321	Telephone	Phone- July		\$50.00	
		Invoice				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total	\$50.00	
Refer	19155	<u>PITNEY BOWES</u>	-			
Cash Payment	E 101-41500-413	Office Equipment Rental	Rental Lease		\$126.50	
		Invoice 465494				
Cash Payment	E 101-41500-322	Postage	Postage		\$300.00	
		Invoice				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total	\$426.50	
Refer	19156	<u>RELIANCE STANDARD</u>	-			
Cash Payment	G 101-21715	Long-Term Disability	Long Term Disability Premium		\$24.49	
		Invoice				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total	\$24.49	
Refer	19157	<u>XCEL ENERGY</u>	-			
Cash Payment	E 101-43160-381	Electric Utilities	Park and Pool		\$32.74	
		Invoice				
Cash Payment	E 101-43160-381	Electric Utilities	Oak Street		\$12.74	
		Invoice				
Cash Payment	E 601-49400-381	Electric Utilities	Water Treatment Plant		\$2,009.48	
		Invoice				
Cash Payment	E 101-43160-381	Electric Utilities	Main Street		\$21.54	
		Invoice				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total	\$2,076.50	
Refer	19158	<u>CARSON & CLELLAND</u>	-			
Cash Payment	E 101-42110-304	Legal Services	Criminal		\$71.51	
		Invoice				
Cash Payment	E 101-42110-304	Legal Services	Vehicle Forfeiture		\$31.67	
		Invoice				
Cash Payment	E 101-42110-304	Legal Services	Criminal		\$1,485.01	
		Invoice				
Cash Payment	E 101-41610-304	Legal Services	Complaint		\$723.35	
		Invoice				

CITY OF MAPLE PLAIN
Payments

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Current Period: July 2014

Cash Payment	E 101-41610-304 Legal Services	Main Street West		\$186.67
Invoice			Project 2014A	
Cash Payment	G 101-20212 Planned Unit Develop.	Escro Meadows of MP		\$186.67
Invoice			Project 2014D	
Cash Payment	G 101-20217 Subdivision Escrow	KBID		\$186.67
Invoice				
Cash Payment	E 101-41610-304 Legal Services	Staff Meetings		\$466.67
Invoice				
Cash Payment	E 101-41110-304 Legal Services	City Council		\$490.00
Invoice				
Cash Payment	E 101-41610-304 Legal Services	General		\$1,493.34
Invoice				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$5,321.56
Refer	19159 RAILROAD MGMT CO	-		
Cash Payment	E 602-49450-433 Dues & Subscriptions	L 305595 Sewer Pipeline		\$146.16
Invoice				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$146.16
Refer	19160 STANTEC CONSULTING SRVCS IN	-		
Cash Payment	E 451-43100-303 Engineering Services	Oak and Boundary		\$87.00
Invoice 806743			Project 2012A	
Cash Payment	E 451-49400-303 Engineering Services	Halgren		\$423.75
Invoice 806810			Project 2012C	
Cash Payment	E 101-43000-303 Engineering Services	General		\$2,826.43
Invoice 806745				
Cash Payment	E 101-43100-303 Engineering Services	Streets and Pathways		\$145.00
Invoice 806747				
Cash Payment	E 601-49400-303 Engineering Services	Water		\$547.20
Invoice 806748				
Cash Payment	E 603-49455-303 Engineering Services	Storm		\$1,971.50
Invoice 806749				
Cash Payment	E 451-43100-303 Engineering Services	HAWK		\$229.50
Invoice 806750			Project 2013D	
Cash Payment	E 451-49450-303 Engineering Services	Budd Avenue		\$3,659.32
Invoice 806751			Project 2014B	
Cash Payment	E 451-43124-303 Engineering Services	Main Street Sidewalk		\$457.25
Invoice 806752			Project 2013E	
Cash Payment	E 451-43100-303 Engineering Services	Main Street West/Rainbow		\$45,197.30
Invoice 806764			Project 2014A	
Cash Payment	G 101-20212 Planned Unit Develop.	Escro Meadows of MP		\$3,013.00
Invoice 806770			Project 2014D	
Cash Payment	E 101-43000-303 Engineering Services	Staff		\$150.00
Invoice 806746				
Cash Payment	E 101-41110-303 Engineering Services	Council		\$150.00
Invoice 806746				
Transaction Date	7/3/2014	Bank of Maple Plain	10100	Total \$58,857.25
Refer	19162 POSTMASTER	-		
Cash Payment	E 101-41500-322 Postage	First Class Presort		\$220.00
Invoice				

CITY OF MAPLE PLAIN
Payments

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Current Period: July 2014

Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total	\$220.00
Refer	19163 <i>AMERIPRIDE</i>	-			
Cash Payment	E 601-49400-310 Janitorial Services Invoice	Public Works			\$53.21
Cash Payment	E 101-41940-310 Janitorial Services Invoice	City Hall			\$47.18
Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total	\$100.39
Refer	19164 <i>SCOTTS LAWN CARE INC</i>	-			
Cash Payment	E 101-45200-311 Contract Service Invoice 680040703	Lawn Care			\$4,248.89
Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total	\$4,248.89
Refer	19165 <i>COMMERCIAL ASPHALT</i>	-			
Cash Payment	E 101-43100-224 Street Maintenance Mate Invoice 140630	Asphalt- Streets			\$108.90
Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total	\$108.90
Refer	19166 <i>BERGERSON-CASWELL, INC.</i>	-			
Cash Payment	E 101-43000-404 Machinery & Equipment Invoice 17702	Top Soil Drum			\$82.00
Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total	\$82.00
Refer	19167 <i>ENGEL WATER TESTING, INC</i>	-			
Cash Payment	E 601-49400-311 Contract Service Invoice 14-13232	Water Samples			\$75.00
Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total	\$75.00
Refer	19168 <i>INTERSTATE POWER SYSTEM IN</i>	-			
Cash Payment	E 601-49400-311 Contract Service Invoice R001090580:01	Generator Repair- WTP			\$392.50
Transaction Date	7/7/2014	Bank of Maple Plain	10100	Total	\$392.50
Refer	19171 <i>METROPOLITAN COUNCIL ENV SE</i>	-			
Cash Payment	E 602-49450-319 Other Consulting Service Invoice 1036000	Wastewater Services- August			\$14,401.90
Transaction Date	7/8/2014	Bank of Maple Plain	10100	Total	\$14,401.90
Refer	19172 <i>EXPRESS PRESS</i>	-			
Cash Payment	E 101-41500-352 General Public Informati Invoice 22852	Newsletter			\$854.66
Cash Payment	E 101-41110-322 Postage Invoice 22852	Postage			\$303.96
Transaction Date	7/9/2014	Bank of Maple Plain	10100	Total	\$1,158.62
Refer	19173 <i>BUDGET PRINTING CENTER</i>	-			
Cash Payment	E 101-41500-437 Miscellaneous Invoice 5259	2 Park Commission Plates			\$23.64
Cash Payment	E 101-41110-434 Awards & Indemnities Invoice 5259	Replacement Award Plates			\$20.00
Transaction Date	7/9/2014	Bank of Maple Plain	10100	Total	\$43.64
Refer	19174 <i>DOUGHERTY, MOLENDIA, SOLFES</i>	-			

CITY OF MAPLE PLAIN

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Payments

Current Period: July 2014

Cash Payment	E 101-41610-304 Legal Services	Investigation		\$8,426.95
Invoice				
Transaction Date	7/9/2014	Bank of Maple Plain	10100	Total <u>\$8,426.95</u>

Refer 19175 HENN COUNTY INFO TECHNOLOG

Cash Payment	E 101-43000-400 Equipment Repair & Mai	Radio Lease & Admin Fee		\$47.70
Invoice 47304				
Transaction Date	7/9/2014	Bank of Maple Plain	10100	Total <u>\$47.70</u>

Fund Summary

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$42,517.06
351 DEBT SERVICE (CAPITAL PRJTS)		\$34,777.16
451 CAPITAL IMPROVEMENT PROJECTS		\$50,054.12
601 WATER FUND		\$3,728.71
602 SEWER FUND		\$14,612.24
603 STORM WATER FUND		\$1,971.50
		<u>\$147,660.79</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$147,660.79
Total	\$147,660.79

CARSON, CLELLAND & SCHREDER
Attorneys at Law
6300 SHINGLE CREEK PARKWAY STE 305
MINNEAPOLIS, MN 55430-2190
(763)-561-2800

July 01, 2014

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

Professional Services

Amount

..Civil

5/28/2014	Prepare for meeting, review of agenda; conference with Tessia; conference with Mike DeLuca and John Thames regarding research relating to vacation of office	326.67
	Attend city council meeting	140.00
	Research removal actions based upon vacation, abandonment, and misconduct, conference with Attorney Carson, note file	245.00
5/29/2014	Conference with Tessia regarding miscellaneous issues, email to Mike DeLuca; and conference with Mike regarding office abandonment/termination issues	70.00
	Draft/edit massage ordinance	210.00
6/2/2014	Revise massage services ordinance, correspond with City, attorney Carson, update file	105.00
6/3/2014	Attend staff meeting	420.00
6/4/2014	Conference with Tessia regarding miscellaneous items including resident letter, McKown resolution and the Blackwater charges	93.33
	Review of sign reflectivity issues and memo from League	70.00
6/6/2014	Conference with Tessia regarding miscellaneous items for meeting	46.67
6/9/2014	Prepare for meeting, review of agenda	140.00
	Attend city council meeting	140.00
6/23/2014	Review and comment on school district lease	186.67
6/24/2014	Conferences with Tessia, review of miscellaneous issues	70.00

SUBTOTAL: [2,263.34]

.K-Bid Addition

5/29/2014	Review cross easement and access for parking and provide comments	186.67
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SUBTOTAL: [186.67]

.Mckown

5/27/2014	Draft certification for resolution and send to Tessia	186.67
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Amount

SUBTOTAL:	[186.67]
<u>.Meadows of Maple Plain</u>		
6/23/2014 Review resolution and attachments and comment to planner		186.67
SUBTOTAL:	[186.67]
<u>.Sarah Mann Complaint</u>		
5/27/2014 Review recent correspondence from Tessia and Pat Beety		46.67
5/28/2014 Conference with Tessia and review correspondence of Pat Beety		46.67
6/2/2014 Review of letter of response and conference with Tessia		46.67
6/10/2014 Conference with Dave Eisinger and Tessia regarding employee issues		46.67
6/11/2014 Review correspondence regarding fire department investigation		70.00
6/18/2014 Phone conferences with Tessia regarding Mann investigation and process		140.00
6/23/2014 Prepare for special meeting and attend		280.00
6/25/2014 Conference with Tessia regarding Mann investigation issues		46.67
SUBTOTAL:	[723.35]
<u>.West Main Street Rainbow Project</u>		
5/27/2014 Revise Alger easement and send to Tessia		140.00
6/25/2014 Conference with Tessia regarding West Main Project issues		46.67
SUBTOTAL:	[186.67]
<u>Criminal</u>		
5/28/2014 Follow-up on voicemail messages, return calls and send letters to defense attorneys		31.67
Correspond with defendants, victims, witnesses, review motion documents, discovery, jury trial preparation, note files		95.00
5/29/2014 Send letters to defense attorneys, print register of actions, review criminal histories in MNCIS, prepare memorandums to files, phone calls with defense attorneys, review and sign letters to defense attorneys, victims and witnesses		23.75
Correspond with defense attorneys, review motion documents, discovery, correspond with witnesses, note files		63.33
5/30/2014 Preparation and attendance at arraignments and pretrial hearings		205.83
Phone call with witness regarding criminal case and review of file		31.67
6/3/2014 Preparation of one complaint		40.00
Prepare disposition letters and follow-up instructions to assistants		31.67
6/9/2014 Preparation of two complaints		80.00
6/12/2014 Preparation for 6/13 cases		47.50
Review emails and voicemails regarding criminal cases and review files		31.67
6/13/2014 Preparation of one complaint		40.00
Attend arraignments and pretrial hearings		142.50
6/16/2014 Prepare disposition letter regarding 6/13 cases		47.50
6/26/2014 Preparation for 6/27 cases		47.50
6/27/2014 Attend arraignments and pretrial hearings		190.00

	<u>Amount</u>
6/27/2014 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	122.50
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	55.42
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	148.75
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	8.75
SUBTOTAL:	[1,485.01]
<u>Vehicle Forfeiture:</u>	
6/6/2014 Email forfeiture documents and review file	31.67
SUBTOTAL:	[31.67]
For professional services rendered	\$5,250.05
Client Expense Charges :	
<u>Criminal Expenses</u>	
Westlaw charges for April	45.85
Monthly support fee for April	12.83
Monthly support fee for May	12.83
SUBTOTAL:	[71.51]
Total Client Expense Charges	\$71.51
Total amount of this bill	\$5,321.56
Previous balance	\$6,947.90
6/13/2014 Payment - thank you	(\$6,947.90)
Total payments and adjustments	(\$6,947.90)
Balance due	\$5,321.56

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



July 3, 2014

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

Re: Services rendered May 3, 2014 through June 6, 2014

Please find enclosed our invoices dated July 3, 2014 for the projects listed below. These invoices are due within 30 days.

Project	Invoice No.	Name	Amount
193800412	806743	Maple Plain Oak and Boundary Street Utility Improvements	87.00
193800415	806810	Maple Plain Halgren Road Water Main	423.75
193801803	806745	Maple Plain General 2013	2,826.43
193801804	806746	Maple Plain 2013 Public Meetings	300.00
193801805	806747	Maple Plain 2013 Streets and Pathways	145.00
193801806	806748	Maple Plain 2013 Water	547.20
193801808	806749	Maple Plain 2013 Storm Sewer	1,971.50
193801838	806750	Design and Installation of HAWK Pedestrian Signal at TH 12	229.50
193802383	806751	Budd Ave. Sewer Improvements	3,659.32
193802384	806752	Main St. Sidewalk Improvements	457.25
193802390	806764	Main Street W. & Rainbow Ave. Utility and Street Improvements	45,197.30
193802890	806770	Meadows of Maple Plain	3,013.00
		Total Amount Due	\$58,857.25

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

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

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

Sincerely,
Stantec

Dan Boyum, P.E.
Client Service Manager

Enclosures



INVOICE

Invoice Number	806743
Invoice Date	July 3, 2014
Customer Number	92656
Project Number	193800412

Bill To

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

Please Remit To

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

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

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$87.00
For Period Ending:	June 6, 2014

Due on Receipt

26

INVOICE

Invoice Number
Project Number

806743
193800412

Top Task 200 Construction Eng - Contractor questions and review of closeout.

Professional Services

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

Top Task 200 Total 87.00

Total Fees & Disbursements \$87.00

INVOICE TOTAL (USD) \$87.00



INVOICE

Invoice Number 806810
Invoice Date July 3, 2014
Customer Number 92656
Project Number 193800415

Bill To

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

Please Remit To

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

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

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$423.75
For Period Ending: June 6, 2014

Due on Receipt

28

INVOICE

Invoice Number
Project Number

806810
193800415

Top Task 200 **Inspection - Review contractor jaking information.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	1.25	104.00	130.00
	1.25		130.00
Project Manager	0.50	116.00	58.00
	0.50		58.00
Senior Technician	1.00	96.00	96.00
	1.00		96.00
Professional Services Subtotal	2.75		284.00

Top Task 200 Total **284.00**

Top Task 220 **Permits on Phase 2 - Review permit items and fees.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	0.25	95.00	23.75
	0.25		23.75
Project Manager	1.00	116.00	116.00
	1.00		116.00
Professional Services Subtotal	1.25		139.75

Top Task 220 Total **139.75**

Total Fees & Disbursements	\$423.75
INVOICE TOTAL (USD)	\$423.75



INVOICE

Invoice Number	806745
Invoice Date	July 3, 2014
Customer Number	92656
Project Number	193801803

Bill To

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

Please Remit To

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

Project Description: Maple Plain - General Services

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$2,826.43
For Period Ending:	June 6, 2014

Due on Receipt

30

INVOICE

Invoice Number
Project Number

806745
193801803

Top Task 301 **Frontier Fiber Optic review of plats and coordination, City Engineering feedback to resident questions, prepare handout for meeting, review correspondence from City Staff and provide comments, followup meeting with City Engineer and resident, review park access issues, discussions on state agency funding, pull in aerial for future drawing, and coordinate conference call.**

Category/Employee	Hours	Rate	Current Amount
Engineer	0.75	95.00	71.25
	0.75		71.25
Land Surveyor	1.50	85.00	127.50
	1.50		127.50
Project Manager	14.00	116.00	1,624.00
	14.00		1,624.00
Professional Services Subtotal	16.25		1,822.75

Top Task 301 Total **1,822.75**

Top Task 302 **Monthly engineering report.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	1.00	116.00	116.00
	1.00		116.00
Professional Services Subtotal	1.00		116.00

Usages

	Current Amount
Usage - Vehicle 05/12/14	31.36
Usages Subtotal	31.36

Top Task 302 Total **147.36**

Top Task 303 **Maple Plain Fire Station Roof - Coordination and site visit, review issue with Fire Chief, review issue with structural engineer, prepare memo and forward to staff.**

INVOICE

Invoice Number
Project Number

806745
193801803

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	5.00	140.00	700.00
	1.00	116.00	116.00
	6.00		816.00
Professional Services Subtotal	6.00		816.00

Disbursements

	Current Amount
Direct - Vehicle (mileage)	40.32
Disbursements Subtotal	40.32

Top Task 303 Total

856.32

Total Fees & Disbursements \$2,826.43

INVOICE TOTAL (USD) **\$2,826.43**



INVOICE

Invoice Number	806746
Invoice Date	July 3, 2014
Customer Number	92656
Project Number	193801804

Bill To

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

Please Remit To

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

Project Description: Maple Plain - 2013 Public Meetings

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$300.00
For Period Ending:	June 6, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

806746
193801804

Top Task 302 **Meeting Attendance - Attend Staff and Council Meetings on 05/06/2014, 05/07/2014, 05/12/2014, 05/20/2014, 05/28/2014, and 06/03/2014 = 6 @ \$50.00 = \$300.00.**

	# of Meetings	Amount Per	Current Amount
	6	50.00	300.00
Progress Charge Subtotal			<u><u>300.00</u></u>

Top Task 302 Total **300.00**

Total Fees & Disbursements \$300.00

INVOICE TOTAL (USD) \$300.00



INVOICE

Invoice Number	806747
Invoice Date	July 3, 2014
Customer Number	92656
Project Number	193801805

Bill To

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

Please Remit To

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

Project Description: Maple Plain - 2013 Streets and Pathways

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$145.00
For Period Ending:	June 6, 2014

Due on Receipt

35

INVOICE

Invoice Number
Project Number

806747
193801805

Top Task 301 **General - Collect past pavement management and CIP information, forward to staff, and street administration items.**

Professional Services

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

Top Task 301 Total **145.00**

Total Fees & Disbursements \$145.00

INVOICE TOTAL (USD) **\$145.00**



INVOICE

Invoice Number	806748
Invoice Date	July 3, 2014
Customer Number	92656
Project Number	193801806

Bill To

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

Please Remit To

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

Project Description: Maple Plain - 2013 Water

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$547.20
For Period Ending:	June 6, 2014

Due on Receipt

37

INVOICE

Invoice Number

806748

Project Number

193801806

Top Task 300 **General - Chemical feed optimization, assist with inspections of aerator, filter media, and chemical mixing systems, and assistance with radium sampling and shipping.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	8.00	60.00	480.00
	8.00		480.00
Professional Services Subtotal	8.00		480.00

Disbursements

	Current Amount
Direct - Vehicle (mileage)	67.20
Disbursements Subtotal	67.20

Top Task 300 Total **547.20**

Total Fees & Disbursements \$547.20

INVOICE TOTAL (USD) **\$547.20**



INVOICE

Invoice Number 806749
Invoice Date July 3, 2014
Customer Number 92656
Project Number 193801808

Bill To

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

Please Remit To

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

Project Description: Maple Plain - 2013 Storm Sewer

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$1,971.50
For Period Ending: June 6, 2014

Due on Receipt

39

INVOICE

Invoice Number
Project Number

806749
193801808

Top Task 301 MS4 Annual Meeting

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	0.50	95.00	47.50
	0.50		47.50
Professional Services Subtotal	0.50		47.50

Top Task 301 Total 47.50

Top Task 303 Storm Water Utility - Prepare for and attend meeting with Staff on MS4 permit, MS4 tracking document, prepare agenda item, review and respond to drainage questions, review legal item with staff, review pictures and mark up for staff, and review and forward possible CIP projects to watershed.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	10.75	116.00	1,247.00
	4.75	112.00	532.00
	15.50		1,779.00
Professional Services Subtotal	15.50		1,779.00

Top Task 303 Total 1,779.00

Top Task 304 Perkins/Drake Drainage issues - review issues with City Staff, discussions with property owner, look at area, prepare for meeting.

Professional Services

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

Top Task 304 Total 145.00

INVOICE

Invoice Number
Project Number

806749
193801808

Total Fees & Disbursements

\$1,971.50

INVOICE TOTAL (USD)

\$1,971.50



INVOICE

Invoice Number 806750
Invoice Date July 3, 2014
Customer Number 92656
Project Number 193801838

Bill To

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

Please Remit To

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

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

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$229.50
For Period Ending: June 6, 2014

Due on Receipt

42

INVOICE

Invoice Number

806750

Project Number

193801838

Top Task 320 TH 12 HAWK Construction Inspection - Respond to bonding company on status.

Professional Services

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

Top Task 320 Total 29.00

Top Task 430 TH 12 Sidewalk Construction Observation - Reviewed MNDOT items with contractor, reviewed costs of project with City Engineer and Staff, and contacted contractor to coordinate completion of items.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	1.50	95.00	142.50
	1.50		142.50
Professional Services Subtotal	1.50		142.50

Top Task 430 Total 142.50

Top Task 440 TH 12 Sidewalk Construction Engineering - Review remaining items to complete with inspector and City Staff.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	0.50	116.00	58.00
	0.50		58.00
Professional Services Subtotal	0.50		58.00

Top Task 440 Total 58.00

Total Fees & Disbursements

\$229.50

INVOICE

Page 3 of 3

Invoice Number
Project Number

806750
193801838

INVOICE TOTAL (USD)

\$229.50



INVOICE

Invoice Number 806751
Invoice Date July 3, 2014
Customer Number 92656
Project Number 193802383

Bill To

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

Please Remit To

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

Project Description: Budd Ave. Sewer Improvements

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$3,659.32
For Period Ending: June 6, 2014

Due on Receipt

45

INVOICE

Invoice Number

806751

Project Number

193802383

Top Task 210 Contract Administration

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Technician	1.50	65.00	97.50
	<u>1.50</u>		<u>97.50</u>
Professional Services Subtotal	<u>1.50</u>		<u>97.50</u>

Top Task 210 Total **97.50**

Top Task 220 Permits - MNDOT Permit.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	1.00	104.00	104.00
	<u>1.00</u>		<u>104.00</u>
Professional Services Subtotal	<u>1.00</u>		<u>104.00</u>

Top Task 220 Total **104.00**

Top Task 300 Construction Inspection - Prepare for and attend precon, review issues with private utilities and coordinate meeting, get coordinates for staking, discussions with adjacent property owner, followup on utility relocation issues, followup on permits.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	10.75	95.00	1,021.25
	<u>10.75</u>		<u>1,021.25</u>
Field Supervisor	1.50	132.00	198.00
	<u>1.50</u>		<u>198.00</u>
Project Technician	1.00	65.00	65.00
	<u>1.00</u>		<u>65.00</u>
Professional Services Subtotal	<u>13.25</u>		<u>1,284.25</u>

INVOICE

Invoice Number
Project Number

806751
193802383

Top Task 300 Total **1,284.25**

Top Task 310

Construction Engineering - Coordinate survey, discussions with inspector, contractor, and private utility on relocation, update staff, revise sewer location to better work with fiber optics line, contact County on Mill and Overlay schedule, MNDOT Permit checkin and responses.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	3.50	104.00	364.00
	3.50		364.00
Engineering Technician	0.50	91.00	45.50
	0.50		45.50
Project Manager	8.75	116.00	1,015.00
	8.75		1,015.00
Professional Services Subtotal	12.75		1,424.50

Top Task 310 Total **1,424.50**

Top Task 320

Construction Surveying

Professional Services

Category/Employee	Hours	Rate	Current Amount
Crew Chief	4.50	89.00	400.50
	4.50		400.50
Engineer	0.50	104.00	52.00
	0.50		52.00
Survey Technician	4.50	45.00	202.50
	4.50		202.50
Professional Services Subtotal	9.50		655.00

Top Task 320 Total **655.00**

Top Task ZZZ

Reimbursable Expenses

Usages

INVOICE

Invoice Number
Project Number

806751
193802383

	Current Amount
Usage - Vehicle 05/29/14	56.55
Usages Subtotal	56.55
 <u>Disbursements</u>	
	Current Amount
Direct - Vehicle (mileage)	37.52
Disbursements Subtotal	37.52
<hr/>	
Top Task ZZZ Total	94.07
<hr/>	
	Total Fees & Disbursements \$3,659.32
	INVOICE TOTAL (USD) 3,659.32



INVOICE

Invoice Number	806752
Invoice Date	July 3, 2014
Customer Number	92656
Project Number	193802384

Bill To

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

Please Remit To

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

Project Description: Main St. Sidewalk Improvements

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	\$457.25
For Period Ending:	June 6, 2014

Due on Receipt

INVOICE

Invoice Number
Project Number

806752
193802384

Top Task 500 **Construction Observation - Site visit, meeting with contractor, discuss submittal on rework, update staff on discussions.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	0.25	95.00	23.75
	0.25		23.75
Field Supervisor	1.50	132.00	198.00
	1.50		198.00
Project Manager	1.75	116.00	203.00
	1.75		203.00
Project Technician	0.50	65.00	32.50
	0.50		32.50
Professional Services Subtotal	4.00		457.25

Top Task 500 Total **457.25**

Total Fees & Disbursements \$457.25

INVOICE TOTAL (USD) **\$457.25**



INVOICE

Invoice Number 806764
Invoice Date July 3, 2014
Customer Number 92656
Project Number 193802390

Bill To

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

Please Remit To

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

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

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$45,197.30
For Period Ending: June 6, 2014

Due on Receipt

51

INVOICE

Invoice Number 806764
Project Number 193802390

Top Task 400 Construction Staking

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
22,550.00 X 38.72 % Complete	8,731.75	892.00	7,839.75
Progress Charge Subtotal			<u>7,839.75</u>

Top Task 400 Total **7,839.75**

Top Task 410 Construction Services

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
62,700.00 X 56.41 % Complete	35,370.00	6,520.75	28,849.25
Progress Charge Subtotal			<u>28,849.25</u>

Top Task 410 Total **28,849.25**

Top Task 700 CenterPoint Gas Relocation and Coordination.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	21.25	95.00	2,018.75
	0.50	90.00	45.00
	<u>21.75</u>		<u>2,063.75</u>
Field Supervisor	6.00	132.00	792.00
	<u>6.00</u>		<u>792.00</u>
Land Surveyor	2.00	85.00	170.00
	<u>2.00</u>		<u>170.00</u>
Project Manager	0.50	116.00	58.00
	<u>0.50</u>		<u>58.00</u>
Professional Services Subtotal	<u>30.25</u>		<u>3,083.75</u>

Top Task 700 Total **3,083.75**

INVOICE

Invoice Number 806764
Project Number 193802390

Top Task 710 Ravine Additional Services - Ravine rock checks and washout stabilization - prepare design and plan sheets, attend meetings, discussions with contractor and agencies, field measurements, coordinate pricing with contractor, and prepare agenda items and documents.

Professional Services

Category/Employee	Hours	Rate	Current Amount
Engineer	8.50	95.00	807.50
	8.50		807.50
Land Surveyor	4.00	85.00	340.00
	4.00		340.00
Project Manager	6.00	140.00	840.00
	6.50	116.00	754.00
	7.75	112.00	868.00
	20.25		2,462.00
Professional Services Subtotal	32.75		3,609.50

Top Task 710 Total **3,609.50**

Top Task ZZZ Project Expenses

Usages

	Current Amount
Usage - Vehicle	
05/09/14	78.00
05/12/14	78.65
05/20/14	80.00
Usages Subtotal	236.65

Disbursements

	Current Amount
Direct - Other Direct Expenses - Watershed Permit Fee	1,150.00
Direct - Vehicle (mileage)	428.40
Disbursements Subtotal	1,578.40

Top Task ZZZ Total **1,815.05**

INVOICE

Page 4 of 4

Invoice Number

806764

Project Number

193802390

Total Fees & Disbursements

\$45,197.30

INVOICE TOTAL (USD)

\$45,197.30



INVOICE

Invoice Number 806770
Invoice Date July 3, 2014
Customer Number 92656
Project Number 193802890

Bill To

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

Please Remit To

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

Project Description: Meadows of Maple Plain

Stantec Project Manager: Boyum, Dan D
Stantec Office Location: St. Paul MN
Current Invoice Due: \$3,013.00
For Period Ending: June 6, 2014

Due on Receipt

55

INVOICE

Invoice Number

806770

Project Number

193802890

Top Task 200 **Review Preliminary and Final Plat/Plans - Review Preliminary plat and plans, discussions with developer and developers engineer, review project with staff, prepare comments.**

Professional Services

Category/Employee	Hours	Rate	Current Amount
Project Manager	18.25	116.00	2,117.00
	8.00	112.00	896.00
	26.25		3,013.00
Professional Services Subtotal	26.25		3,013.00

Top Task 200 Total **3,013.00**

Total Fees & Disbursements \$3,013.00

INVOICE TOTAL (USD) **\$3,013.00**



Agenda Information Memorandum
June 23, 2014 - Maple Plain City Council

**5. CONSENT AGENDA
C. MAPLE PLAIN LOT ADENDUM/AMENDMENT**

ACTION TO BE CONSIDERED

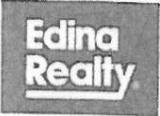
To approve the addendum/amendment with RoseCreek Builders.

FACTS

- The addendum it states that the buyer has removed all contingencies per the Purchase agreement.
- The addendum also states that the closing date will be on or before July 24th, 2014.
- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the addendum/amendment between the City of Maple Plain and RoseCreek Builders.



AMENDMENT TO PURCHASE AGREEMENT

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1. Date June 24, 2014

2. The undersigned parties to a Purchase Agreement, dated 12/2, 20 13, pertaining to
3. the purchase and sale of the property at Unassigned Howard Ave. Maple Plain, MN

4. _____

5. hereby mutually agree to amend said Purchase Agreement as follows:

6. Closing date to be on or before July 24th, 2014.

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

21. _____

22. _____

23. _____

24. _____

25. _____

26. _____

27. _____

28. _____

29. _____

30. All other terms and conditions of the Purchase Agreement to remain the same.

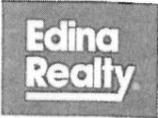
31. _____
(Seller) (Date)

Rose Marie Adams
(Buyer) (Date)

32. _____
(Seller) (Date)

[Signature]
(Buyer) (Date)

33. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYERS AND SELLERS.**
34. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**



ADDENDUM TO PURCHASE AGREEMENT

This form approved by the Minnesota Association of REALTORS®, which disclaims any liability arising out of use or misuse of this form. © 2011 Minnesota Association of REALTORS®, Edina, MN

1. Date June 24, 2014

2. Page 1 of 1

3. Addendum to Purchase Agreement between parties, dated 12/2, 20 13, pertaining to the
4. purchase and sale of the property at Unassigned Howard Ave. Maple Plain, MN

5. _____

6. In the event of a conflict between this Addendum and any other provision of the Purchase Agreement, the language
7. in this Addendum shall govern.

8. As of June 24th, 2014, Buyer has removed all contingencies per the Purchase Agreement.

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

21. _____

22. _____

23. _____

24. _____

25. _____

26. _____

27. _____

28. _____

29. _____

30. _____

31. _____

(Seller)

(Date)

(Buyer)

(Date)

32. _____

(Seller)

(Date)

(Buyer)

(Date)

33.

34.

**THIS IS A LEGALLY BINDING CONTRACT BETWEEN BUYERS AND SELLERS.
IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**



Agenda Information Memorandum
July 14 - Maple Plain City Council

5. CONSENT AGENDA
F. ACCEPTANCE OF GIFTS FOR THE 2014 STEP TO IT CHALLENGE

ACTION TO BE CONSIDERED

To receive and accept donations from our business community to support the Step To It Challenge

FACTS

- The City of Maple Plain may accept gifts for the benefit of its citizens in accordance with the terms prescribed by the donor. Minnesota Statute 465.03 requires that the City Council accept these gifts by resolution.
- The Step To It Challenge is an annual event hosted by Hennepin County.
- The following gifts were donated in 2014:
 - Olson's Market: 2(\$20) gift cards
 - McGarry's Pub 2 (\$10) gift cards
 - West Hennepin Chamber of Commerce: Bike and Helmet (valued at \$230)

ATTACHMENTS

None

RESOLUTION NO. 14-0714-01

**RESOLUTION EXPRESSING ACCEPTANCE AND APPRECIATION FOR DONATIONS
FOR THE STEP TO IT CHALLENGE**

WHEREAS, the City of Maple Plain has received gifts and donations in the amount of \$290; and

WHEREAS, the City Council of the City of Maple Plain is appreciative of the donations; and,

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Maple Plain acknowledges and accepts the donation with gratitude and that the donations will be appropriated to the 2014 Step To It Challenge.

This resolution was introduced by Councilmember _____ and seconded by Councilmember _____. Members voting in favor:

The resolution was passed by the Maple Plain City Council this 14th day of July, 2014.

Councilmember

ATTEST:

Tessia Melvin
City Administrator



Agenda Information Memorandum
July 14 - Maple Plain City Council

**5. CONSENT AGENDA
G. APPROVAL OF 2014 ELECTION JUDGES**

ACTION TO BE CONSIDERED

To approve the 2014 election judges

FACTS

- According to Minnesota Statute 204B.21, Subd. 2, election judges need to be appointed 25 days before the election at which the election judge will serve.
- The following individuals are qualified to be election judges, pursuant to Minnesota Statutes 204B.19.

- Judges

Trudy Lehmeyer	Nette Boyd-Timpe	Marion Merz
Julie Maas-Kusske	David Biggar	Mary Couser
Carol McPherson	Gary McPherson	Carolyn Smith
JoAnn Ree	Carol Cheswick	

ATTACHMENTS

None

RESOLUTION NO. 14-0714-02

RESOLUTION TO APPOINT ELECTION JUDGES FOR 2014 PRIMARY AND GENERAL ELECTIONS

WHEREAS, a State Primary Election will be held on Tuesday, August 12, 2014, and a State General Election will be held on Tuesday, November 4, 2014; and

WHEREAS, MN Statute 204B.21 subd.2 requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Maple Plain has one voting precinct; and,

WHEREAS, the following individuals have agreed to serve as election judges and have met the qualifications established by the State of Minnesota, or will be receiving training in July 2012 and will be eligible to serve after meeting the qualifications established by the State of Minnesota.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, that the City of Maple Plain hereby appoints the following persons identified on Attachment A to serve as election judges for the 2014 Primary and/or General Elections with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits.

THEREFORE, BE IT ALSO RESOLVED, that the City of Maple Plain approves the payment of an hourly wage of \$11.00 per hour for Head Judges and \$10.50 for election judges during election judge training and time served on Election Day.

JUDGES:

Trudy Lehmeier	Nette Boyd-Timpe	Marion Merz	Maggie McCallum
Julie Maas-Kusske	David Biggar	Mary Couser	
Carol McPherson	Gary McPherson	Carolyn Smith	
JoAnn Ree	Carol Cheswick	Tessia Melvin	

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 14th day of July, 2014.

Councilmember

ATTEST: _____
Tessia Melvin
City Administrator



Agenda Information Memorandum
July 14th, 2014 - Maple Plain City Council

5. CONSENT AGENDA

H. MAIN ST. W. AND RAINBOW AVE. – UTILITY AND STREET IMPROVEMENTS – PAYMENT REQUEST NO. 2

ACTION TO BE CONSIDERED

To approve payment to LaTour Construction Inc. in the amount of \$65,746.24 for work done through July 10, 2014 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 removals and utility improvements to date.
- At this time, the Contractor is beginning work on utilities along Main Street West in the Phase 3 area. Phase 1 and Phase 2 utilities are mostly completed.
- Several rain events since construction started have affected the contractor's construction schedule as well as access to properties.
- The contractor has requested a 20-day extension on the completion date. We are reviewing this request at this time.
- Residents have been encouraged to use non-project streets for parking, especially after rain events. Residents have also been encouraged to slow down to reduce dust complaints.
- Road construction on Main Street West is scheduled to start, weather permitting, the week of July 21.

ATTACHMENTS

Attached on page(s) ____ through ____ is Payment Request No. 2 and Construction Phasing Figure.



Owner: City of Maple Plain, P. O. Box 97, Maple Plain, MN 55359	Date: July 10, 2014
For Period: 6/5/2014 to 7/10/2014	Request No: 2
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	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	2,812,476.61
5	Value Completed to Date		\$	530,668.39
6	Material on Hand		\$	0.00
7	Amount Earned		\$	530,668.39
8	Less Retainage 5%		\$	26,533.42
9	Subtotal		\$	504,134.97
10	Less Amount Paid Previously		\$	238,388.73
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>2</u>		\$	<u>265,746.24</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
PART A: MAIN STREET WEST IMPROVEMENTS							
PART A.1: MAIN STREET WEST SANITARY SEWER							
1	MOBILIZATION	LS	1	39000.00		1	\$39,000.00
2	REMOVE SANITARY SEWER PIPE	LF	2750	2.15	1278	2015	\$4,332.25
3	REMOVE SANITARY SEWER MANHOLE	EA	9	410.00	5	7	\$2,870.00
4	REMOVE SANITARY SEWER SERVICE PIPE	LF	1900	0.01	396	525	\$5.25
5	BYPASS PUMPING	LS	1	12260.00	0.25	0.75	\$9,195.00
6	IMPROVED PIPE FOUNDATION	LF	1400	5.00	487.896	487.896	\$2,439.48
7	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	5	1300.00	1	2	\$2,600.00
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	5	7	\$15,050.00
10	4' DIAMETER SANITARY SEWER MANHOLE OVERDEPTH	LF	30	85.00	13.67	18.58	\$1,579.30
11	8" PVC SANITARY SEWER, SDR-35	LF	2800	33.00	1278	2015	\$66,495.00
12	8" PLUG	EA	1	91.00	1	1	\$91.00
13	4" X 8" PVC WYE	EA	60	291.00	26	41	\$11,931.00
14	4" PVC SANITARY SEWER SERVICE, SCH 40	LF	2000	22.35	582	711	\$15,890.85
15	RECONNECT SANITARY SEWER SERVICE	EA	55	271.00	15	19	\$5,149.00
16	ABANDON SANITARY SEWER SERVICE	EA	13	91.00	1	1	\$91.00
17	TELEWISE SANITARY SEWER	LF	2800	0.60			\$0.00
TOTAL PART A.1: MAIN STREET WEST SANITARY SEWER							\$179,549.13
PART A.2: MAIN STREET WEST WATERMAIN							
18	REMOVE WATERMAIN PIPE	LF	1800	2.85	720	1692	\$4,822.20
19	ABANDON WATERMAIN PIPE	LF	1170	4.00	720	1110	\$4,440.00
20	REMOVE HYDRANT	EA	6	355.00	2	3	\$1,065.00
21	REMOVE GATE VALVE	EA	9	210.00	2	4	\$840.00
22	REMOVE WATER SERVICE PIPE	LF	1800	0.01	342	509	\$5.09
23	TEMPORARY WATERMAIN	LS	1	12635.00	0.25	0.75	\$9,476.25
24	IMPROVED PIPE FOUNDATION	LF	1500	4.00			\$0.00
25	1" CORPORATION STOP	EA	60	144.00	12	16	\$2,304.00
26	1" CURB STOP AND BOX	EA	60	288.00	12	16	\$4,608.00
27	SERVICE SADDLE	EA	60	135.00	12	16	\$2,160.00
28	1" TYPE K COPPER WATER SERVICE	LF	2320	20.35	402	569	\$11,579.15
29	RECONNECT TO EXISTING WATER SERVICE	EA	54	170.00	12	16	\$2,720.00
30	6" GATE VALVE AND BOX	EA	10	1415.00	4	9	\$12,735.00
31	8" GATE VALVE AND BOX	EA	9	1875.00	5	7	\$13,125.00
32	12" GATE VALVE AND BOX	EA	1	3175.00			\$0.00
33	6" PVC WATERMAIN, C900	LF	400	24.00	145	248	\$5,952.00
34	8" PVC WATERMAIN, C900	LF	2850	28.50	1390	1950	\$55,575.00
35	12" PVC WATERMAIN, C900	LF	20	47.00			\$0.00
36	6" PLUG	EA	6	139.00	5	6	\$834.00
37	6" X 8" TEE	EA	16	513.00	9	15	\$7,695.00
38	8" X 8" TEE	EA	4	600.00	1	1	\$600.00
39	6" X 8" REDUCER	EA	3	282.00	1	1	\$282.00
40	8" x 12" REDUCER	EA	1	475.00			\$0.00
41	8" 45 DEGREE BEND	EA	2	350.00	1.57	2.355	\$824.25
42	HYDRANT	EA	9	4000.00	4	7	\$28,000.00
43	WATERMAIN OFFSET	EA	5	1300.00	2	3	\$3,900.00
44	ABANDON WATER SERVICE	EA	7	0.01			\$0.00
45	CONNECT TO EXISTING WATERMAIN	EA	5	1530.00	2	4	\$6,120.00
46	4" INSULATION	SY	50	54.00	14.22	14.22	\$767.88
TOTAL PART A.2: MAIN STREET WEST WATERMAIN							\$180,429.82
PART A.3: MAIN STREET WEST STORM SEWER							
47	REMOVE STORM SEWER PIPE	LF	2850	7.50	409	563	\$4,222.50
48	REMOVE STORM SEWER STRUCTURE	EA	7	325.00	1	1	\$325.00
49	2' X 3' CATCH BASIN	EA	7	1540.00			\$0.00
50	27" DIAMETER CATCH BASIN	EA	8	1285.00			\$0.00
51	48" DIAMETER CATCH BASIN MANHOLE	EA	12	1950.00			\$0.00
52	60" DIAMETER CATCH BASIN MANHOLE	EA	3	2775.00			\$0.00

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			\$0.00
54	84" DIAMETER CATCH BASIN MANHOLE	EA	1	6700.00	1	1	\$6,700.00
55	48" DIAMETER STORM MANHOLE	EA	2	2075.00			\$0.00
56	60" DIAMETER STORM MANHOLE	EA	2	3000.00			\$0.00
57	12" RCP STORM SEWER PIPE	LF	1050	27.25			\$0.00
58	15" RCP STORM SEWER PIPE	LF	715	29.75			\$0.00
59	24" RCP STORM SEWER PIPE, CL. 3	LF	490	41.50			\$0.00
60	36" RCP STORM SEWER PIPE, CL. 3	LF	765	69.00	200	200	\$13,800.00
61	12" FLARED END SECTION	EA	4	675.00			\$0.00
62	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	875.00			\$0.00
TOTAL PART A.3: MAIN STREET WEST STORM SEWER							\$25,047.50

PART A.4: MAIN STREET WEST STREET

63	MOBILIZATION	LS	1	12000.00	0.4	0.9	\$10,800.00
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		58	\$3,016.00
67	REMOVE STUMP	EA	1	160.00		2	\$320.00
68	REMOVE CONCRETE CURB AND GUTTER	LF	200	4.60			\$0.00
69	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	1730	3.00		771	\$2,313.00
70	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	100	6.10			\$0.00
71	REMOVE BITUMINOUS PAVEMENT	SY	8200	4.15	218	5873	\$24,372.95
72	REMOVE DRAIN TILE	LF	1350	1.05			\$0.00
73	REMOVE RETAINING WALL	LF	250	12.75		290	\$3,697.50
74	REMOVE BOLLARD	EA	4	116.00	4	4	\$464.00
75	SAWING BITUMINOUS PAVEMENT	LF	910	3.15		331	\$1,042.65
76	SAWING CONCRETE PAVEMENT	LF	40	4.15			\$0.00
77	REMOVE SIGN	EA	16	26.15		16	\$418.40
78	TEMPORARY MAILBOXES	LS	1	3800.00		0.5	\$1,900.00
79	SALVAGE AND REINSTALL FENCE	LF	50	7.65	66	207	\$1,583.55
80	SALVAGE AND REINSTALL YARD LIGHT	EA	2	515.00			\$0.00
81	SALVAGE AND REINSTALL TREE	EA	4	235.00	4	4	\$940.00
82	COMMON EXCAVATION (EV)	CY	10500	11.65		1150	\$13,397.50
83	SUBGRADE EXCAVATION (EV)	CY	1000	13.45			\$0.00
84	COMMON EXCAVATION (EV) - SPECIAL 1	CY	200	17.45			\$0.00
85	TOPSOIL BORROW (LV)	CY	3100	16.35			\$0.00
86	GEOTEXTILE FABRIC TYPE V	SY	10200	2.20			\$0.00
87	SELECT GRANULAR BORROW - STREETS	CY	3500	21.15			\$0.00
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			\$0.00
93	AGGREGATE MATERIAL FOR ACCESS	CY	1000	10.00	226	299	\$2,990.00
94	ADJUST MANHOLE CASTING	EA	12	300.00			\$0.00
95	ADJUST VALVE BOX	EA	11	180.00			\$0.00
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			\$0.00
100	PATCH HALGREN ROAD	SY	470	84.00			\$0.00
101	BITUMINOUS DRIVEWAY PATCH	SY	1730	22.35			\$0.00
102	CONCRETE DRIVEWAY APRON	SY	600	43.75			\$0.00
103	CONCRETE DRIVEWAY PATCH	SY	55	43.75			\$0.00
104	GRAVEL DRIVEWAY PATCH	SY	490	11.65			\$0.00
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			\$0.00

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			\$0.00
110	CONNECT TO EXISTING DRAIN TILE	EA	20	90.00			\$0.00
111	CONNECT EXISTING DRAIN TILE TO STRUCTURE	EA	20	210.00			\$0.00
112	CONCRETE CURB & GUTTER, SURMOUNTABLE	LF	5600	9.75			\$0.00
113	CONCRETE CURB & GUTTER, DESIGN B618	LF	200	10.25			\$0.00
114	TRAFFIC CONTROL	LS	1	4645.00	0.4	0.9	\$4,180.50
115	STREET SWEEPER (WITH PICKUP BROOM)	HR	20	155.00	11.25	18.75	\$2,906.25
116	LANDSCAPE FUND	LS	1	10000.00			\$0.00
117	WATER FOR DUST CONTROL	MGAL	100	58.00			\$0.00
118	SILT FENCE, TYPE MACHINE SLICED	LF	600	1.85		566	\$1,047.10
119	PROTECTION OF CATCH BASIN, NON-STREET	EA	15	210.00	1	3	\$630.00
120	PROTECTION OF CATCH BASIN, STREET	EA	33	190.00	5	5	\$950.00
121	CULVERT PROTECTION	EA	5	65.00		3	\$195.00
122	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	5	1225.00	0.83	3.83	\$4,697.87
123	BIOROLL	LF	150	2.95		100	\$295.00
124	SEED MIX 25-151 AND HYDROMULCH	SY	13100	1.00			\$0.00
125	SEED MIX 25-151 AND BLANKET	SY	700	1.45			\$0.00
126	SEED MIX 25-151 AND BLANKET, CAT 4	SY	100	1.75			\$0.00
127	DECIDUOUS TREE 2.5" CAL. B&B	EA	22	390.00			\$0.00
128	5' HIGH CONIFEROUS TREE B&B	EA	8	265.00			\$0.00
129	SHRUB	EA	20	70.00			\$0.00
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							\$99,482.27

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

133	MOBILIZATION	LS	1	36000.00			\$0.00
134	REMOVE SANITARY SEWER PIPE	LF	1260	2.10			\$0.00
135	REMOVE SANITARY SEWER MANHOLE	EA	4	420.00			\$0.00
136	REMOVE SANITARY SEWER SERVICE PIPE	LF	900	0.01			\$0.00
137	BYPASS PUMPING	LS	1	8000.00			\$0.00
138	IMPROVED PIPE FOUNDATION	LF	650	5.00			\$0.00
139	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	2	0.01			\$0.00
140	4' DIAMETER SANITARY SEWER MANHOLE	EA	4	2300.00			\$0.00
141	4' DIAMETER SANITARY SEWER MANHOLE OVERDEPTH	LF	20	85.00			\$0.00
142	8" PVC SANITARY SEWER, SDR-35	LF	1300	33.25			\$0.00
143	4" X 8" PVC WYE	EA	26	290.00			\$0.00
144	4" PVC SANITARY SEWER SERVICE, SCH 40	LF	900	21.75			\$0.00
145	RECONNECT SANITARY SEWER SERVICE	EA	26	265.00			\$0.00
146	ABANDON SANITARY SEWER SERVICE	EA	2	91.00			\$0.00
147	TELEVISION SANITARY SEWER	LF	1300	0.60			\$0.00
TOTAL PART B.1: RAINBOW AVENUE SANITARY SEWER							\$0.00

PART B.2: RAINBOW AVENUE WATERMAIN

148	REMOVE WATERMAIN PIPE	LF	1140	2.85			\$0.00
149	ABANDON WATERMAIN PIPE	LF	260	4.00			\$0.00
150	REMOVE HYDRANT	EA	2	355.00			\$0.00
151	REMOVE GATE VALVE	EA	4	210.00			\$0.00
152	REMOVE WATER SERVICE PIPE	LF	860	0.01			\$0.00
153	TEMPORARY WATERMAIN	LS	1	9700.00			\$0.00
154	IMPROVED PIPE FOUNDATION	LF	750	4.00			\$0.00
155	1" CORPORATION STOP	EA	24	145.00			\$0.00
156	1" CURB STOP AND BOX	EA	24	290.00			\$0.00
157	SERVICE SADDLE	EA	24	135.00			\$0.00
158	1" TYPE K COPPER WATER SERVICE	LF	860	21.50			\$0.00
159	RECONNECT TO EXISTING WATER SERVICE	EA	24	170.00			\$0.00
160	6" GATE VALVE AND BOX	EA	4	1415.00			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
161	8" GATE VALVE AND BOX	EA	5	1875.00			\$0.00
162	6" PVC WATERMAIN, C900	LF	80	24.00			\$0.00
163	8" PVC WATERMAIN, C900	LF	1380	28.75			\$0.00
164	6" X 8" TEE	EA	4	515.00			\$0.00
165	8" X 8" TEE	EA	1	600.00			\$0.00
166	6" X 8" REDUCER	EA	1	281.00			\$0.00
167	8" 11.25 DEGREE BEND	EA	2	310.00			\$0.00
168	8" 45 DEGREE BEND	EA	2	350.00			\$0.00
169	HYDRANT	EA	4	3700.00			\$0.00
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			\$0.00
173	4" INSULATION	SY	20	54.00			\$0.00
TOTAL PART B.2: RAINBOW AVENUE WATERMAIN							\$0.00
PART B.3: RAINBOW AVENUE STORM SEWER							
174	REMOVE STORM SEWER PIPE	LF	750	7.50			\$0.00
175	REMOVE STORM SEWER STRUCTURE	EA	8	325.00			\$0.00
176	2' X 3' CATCH BASIN	EA	3	1525.00			\$0.00
177	27" DIAMETER CATCH BASIN	EA	3	1285.00			\$0.00
178	48" DIAMETER CATCH BASIN MANHOLE	EA	10	1950.00			\$0.00
179	48" DIAMETER MANHOLE	EA	1	2215.00			\$0.00
180	12" RCP STORM SEWER PIPE	LF	312	27.25			\$0.00
181	15" RCP STORM SEWER PIPE	LF	31	30.00			\$0.00
182	18" RCP STORM SEWER PIPE	LF	293	33.25			\$0.00
183	21" RCP STORM SEWER PIPE, CL. 3	LF	179	37.75			\$0.00
184	12" HDPE STORM SEWER PIPE	LF	290	25.75			\$0.00
185	15" HDPE STORM SEWER PIPE	LF	142	30.75			\$0.00
186	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	845.00			\$0.00
TOTAL PART B.3: RAINBOW AVENUE STORM SEWER							\$0.00
PART B.4: RAINBOW AVENUE STREET							
187	MOBILIZATION	LS	1	4600.00		0.5	\$2,300.00
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			\$0.00
191	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	450	3.00			\$0.00
192	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	390	6.00			\$0.00
193	REMOVE BITUMINOUS PAVEMENT	SY	4100	4.15			\$0.00
194	REMOVE DRAINTILE	LF	3000	1.05			\$0.00
195	SAWING BITUMINOUS PAVEMENT	LF	370	3.15			\$0.00
196	SAWING CONCRETE PAVEMENT	LF	200	4.15			\$0.00
197	REMOVE SIGN	EA	7	26.15		7	\$183.05
198	TEMPORARY MAILBOXES	LS	1	1900.00			\$0.00
199	COMMON EXCAVATION (EV)	CY	4500	12.00			\$0.00
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			\$0.00
203	GEOTEXTILE FABRIC TYPE V	SY	4900	2.15			\$0.00
204	SELECT GRANULAR BORROW - STREET	CY	1800	21.20			\$0.00
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			\$0.00
208	AGGREGATE MATERIAL FOR ACCESS	CY	500	10.00			\$0.00
209	ADJUST MANHOLE CASTING	EA	4	300.00			\$0.00
210	ADJUST VALVE BOX	EA	5	180.00			\$0.00
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

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
214	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	TON	500	64.25			\$0.00
215	BITUMINOUS DRIVEWAY PATCH	SY	460	22.35			\$0.00
216	CONCRETE DRIVEWAY APRON	SY	300	43.75			\$0.00
217	CONCRETE DRIVEWAY PATCH	SY	390	43.75			\$0.00
218	GRAVEL DRIVEWAY PATCH	SY	290	13.15			\$0.00
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			\$0.00
223	4" PERF PVC DRAIN TILE, SCH. 40	LF	230	11.25			\$0.00
224	CONNECT TO EXISTING DRAIN TILE	EA	5	90.00			\$0.00
225	CONNECT EXISTING DRAIN TILE TO STRUCTURE	EA	5	210.00			\$0.00
226	CONCRETE CURB & GUTTER, SURMOUNTABLE	LF	3000	9.75			\$0.00
227	TRAFFIC CONTROL	LS	1	2100.00		0.5	\$1,050.00
228	STREET SWEEPER (WITH PICKUP BROOM)	HR	10	155.00			\$0.00
229	LANDSCAPE FUND	LS	1	5000.00			\$0.00
230	WATER FOR DUST CONTROL	MGAL	100	58.00			\$0.00
231	SILT FENCE, TYPE MACHINE SLICED	LF	300	1.85			\$0.00
232	PROTECTION OF CATCH BASIN, NON-STREET	EA	7	210.00			\$0.00
233	PROTECTION OF CATCH BASIN, STREET	EA	13	190.00			\$0.00
234	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	2	1225.00			\$0.00
235	BIOROLL	LF	200	3.00			\$0.00
236	SEED MIX 25-151 AND HYDROMULCH	SY	5500	1.00			\$0.00
237	DECIDUOUS TREE 2.5" CAL. B&B	EA	8	390.00			\$0.00
238	5' HIGH CONIFEROUS TREE B&B	EA	2	265.00			\$0.00
239	SHRUB	EA	3	70.00			\$0.00
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						\$6,508.05

PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS

242	REMOVE TREE	EA	10	420.00	1	6	\$2,520.00
243	REMOVE SHRUB	EA	4	52.00			\$0.00
244	TREE TRIMMING	LS	1	1575.00		1	\$1,575.00
245	REMOVE DEBRIS - RAVINE	LS	1	1050.00	1	1	\$1,050.00
246	REMOVE STORM SEWER PIPE	LF	500	9.00			\$0.00
247	REMOVE CONCRETE BOX CULVERT	LF	89	75.00	89	89	\$6,675.00
248	REMOVE STORM SEWER STRUCTURE	EA	2	450.00			\$0.00
249	SALVAGE AND REINSTALL STORM SEWER PIPE	LF	60	30.00	30	30	\$900.00
250	SALVAGE AND REINSTALL FLARED END SECTION	EA	1	490.00	0.5	0.5	\$245.00
251	SALVAGE AND REINSTALL STORM SEWER STRUCTURE	EA	1	1035.00	0.5	0.5	\$517.50
252	SALVAGE AND REINSTALL TREE	EA	4	235.00	1	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			\$0.00
257	48" RCP STORM SEWER PIPE, CL. 4	LF	125	138.00	117	117	\$16,146.00
258	12" HDPE STORM SEWER	LF	187	25.50			\$0.00
259	24" HDPE STORM SEWER	LF	910	45.00			\$0.00
260	48" FLARED END SECTION	EA	1	3225.00	1	1	\$3,225.00
261	27" DIAMETER CATCH BASIN	EA	2	1300.00			\$0.00
262	48" DIAMETER CATCH BASIN MANHOLE	EA	5	2000.00			\$0.00
263	60" DIAMETER CATCH BASIN MANHOLE	EA	1	2600.00			\$0.00
264	96" DIAMETER CATCH BASIN MANHOLE	EA	1	7800.00			\$0.00
265	CONNECT TO EXISTING STORM MH-2	EA	1	3910.00	1	1	\$3,910.00
266	SITE GRADING - RAINBOW PARK	LS	1	5475.00			\$0.00
267	SITE GRADING - RAVINE	LS	1	1625.00			\$0.00
268	RELOCATE GRAVEL TRAIL	SY	155	12.30			\$0.00
269	RANDOM RIPRAP, CLASS 4	CY	33	91.00	21.90	21.90	\$1,993.02
270	DECIDUOUS TREE 2.5" CAL. B&B	EA	10	390.00			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
271	SHRUB	EA	4	70.00			\$0.00
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			\$0.00
274	SEED MIX 25-141 AND BLANKET, CAT. 4	SY	300	1.50			\$0.00
275	SEED MIX 25-141 AND TURF REINFORCEMENT MAT	SY	250	10.40			\$0.00
276	SILT FENCE, TYPE MACHINE-SLICED	LF	1000	1.85	326	326	\$603.10
277	FLOTATION SILT FENCE, MOVING WATER	LF	125	17.00			\$0.00
278	PROTECTION OF CATCH BASIN, NON-STREET	EA	10	206.00			\$0.00
279	BIOROLL	LF	300	2.85	20	20	\$57.00
TOTAL PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS							\$39,651.62

PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS

280	MOBILIZATION	LS	1	8200.00			\$0.00
281	CLEARING AND GRUBBING	LS	1	3700.00			\$0.00
282	TRAFFIC CONTROL	LS	1	1050.00			\$0.00
283	CONNECT TO EXISTING WATERMAIN - NORTH END	EA	1	3185.00			\$0.00
284	12" PVC WATERMAIN, C-900	LF	50	69.50			\$0.00
285	12" GATE VALVE AND BOX	EA	1	3235.00			\$0.00
286	24-INCH STEEL CASING PIPE, JACKED	LF	100	717.00			\$0.00
287	DIRECTIONAL DRILL 14" HDPE WATERMAIN	LF	350	210.00			\$0.00
288	12"-45 DEGREE BEND	EA	2	690.00			\$0.00
289	SILT FENCE, TYPE MACHINE SLICED	LF	200	2.60			\$0.00
290	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	1	1225.00			\$0.00
291	SEED MIX 25-141 AND HYDROMULCH	SY	800	1.80			\$0.00
292	SEED MIX 25-141 AND BLANKET, CAT 4	SY	500	1.60			\$0.00
TOTAL PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS							\$0.00

ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING

293	SUBGRADE PREPARATION	SY	1630	1.60			\$0.00
294	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	300	20.75			\$0.00
295	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	300	78.00			\$0.00
TOTAL ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING							\$0.00

TOTAL PART A.1: MAIN STREET WEST SANITARY SEWER	\$179,549.13
TOTAL PART A.2: MAIN STREET WEST WATERMAIN	\$180,429.82
TOTAL PART A.3: MAIN STREET WEST STORM SEWER	\$25,047.50
TOTAL PART A.4: MAIN STREET WEST STREET	\$99,482.27
TOTAL PART B.1: RAINBOW AVENUE SANITARY SEWER	\$0.00
TOTAL PART B.2: RAINBOW AVENUE WATERMAIN	\$0.00
TOTAL PART B.3: RAINBOW AVENUE STORM SEWER	\$0.00
TOTAL PART B.4: RAINBOW AVENUE STREET	\$6,508.05
TOTAL PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS	\$39,651.62
TOTAL PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS	\$0.00
TOTAL ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING	\$0.00
TOTAL WORK COMPLETED TO DATE	\$530,668.39

PROJECT PAYMENT STATUS

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

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

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

Material on Hand

Total Payment to Date		\$504,134.97	Original Contract	\$3,458,126.86
Retainage Pay No. 2		26,533.42	Change Orders	
Total Amount Earned		\$530,668.39	Revised Contract	\$3,458,126.86



Agenda Information Memorandum
July 14th, 2014 - Maple Plain City Council

8. ADMINISTRATIVE REPORTS
A. QUARTERLY FINANCIAL REPORT

YEAR TO DATE
EXPENSES

General Fund

- Revenue: \$586,169 (34.80% of budget)
- Expense \$746,841 (45.70% of budget)

Community Fund

- Revenue \$4,450 (2013: \$17,144)
- Expense \$8,094 (2013: \$31,804)

Water

- Revenue: \$196,955,066 (47% of budget)
- Expense \$124,177(30% of budget)

Sewer

- Revenue: \$160,798 (42% of budget)
- Expense \$176,768 (46% of budget)

Storm Water

- Revenue \$38,847 (51% of budget)
- Expense \$19,461 (34% of budget)

Fire Partnership

- Revenue: \$189,544 (51% of budget)
- Expense \$152,058 (43% 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

Sewer: Wrong entry

At a Glance Revenues

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

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Revenue Quarterly

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Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	9 B
FUND 101 GENERAL FUND					
R 101-31010 Current Ad Valorem Tax	\$1,005,653.93	\$1,291,109.00	\$468,350.16	\$822,758.84	36
R 101-31020 Delinquent Ad Valorem	\$10,576.28	\$0.00	\$366.32	-\$366.32	0
R 101-31040 Fiscal Disparities	\$159,136.77	\$0.00	\$1,784.55	-\$1,784.55	0
R 101-31850 Economic Development	\$27,341.00	\$27,341.00	\$0.00	\$27,341.00	0
R 101-32100 Business Licenses & Per	\$1,340.00	\$500.00	\$6,065.00	-\$5,565.00	1213
R 101-32110 Alcoholic Beverages	\$12,145.00	\$12,145.00	\$5,715.00	\$6,430.00	47
R 101-32160 Professional & Occupati	\$0.00	\$250.00	\$0.00	\$250.00	0
R 101-32180 Other Licenses & Permit	\$175.00	\$500.00	\$25.00	\$475.00	5
R 101-32210 Building Permits	\$43,080.03	\$27,500.00	\$29,747.52	-\$2,247.52	108
R 101-32265 Grading Permit	\$550.00	\$750.00	\$200.00	\$550.00	26
R 101-32270 Excavation Permit	\$0.00	\$250.00	\$0.00	\$250.00	0
R 101-32275 Right of Way Permit	\$3,500.00	\$0.00	\$1,500.00	-\$1,500.00	0
R 101-33000 Intergovernmental Reve	\$2,277.25	\$0.00	\$24,031.24	-\$24,031.24	0
R 101-33401 Local Government Aid	\$240,047.00	\$248,536.00	\$0.00	\$248,536.00	0
R 101-33422 Other State Aid Grants	\$935.00	\$935.00	\$0.00	\$935.00	0
R 101-33620 Other County Grants &	\$6,290.00	\$8,610.00	\$0.00	\$8,610.00	0
R 101-34101 Rent - City Hall & Water	\$33,194.61	\$33,860.00	\$23,110.38	\$10,749.62	68
R 101-34103 Zoning & Subdivision Fe	\$1,550.00	\$0.00	\$4,000.00	-\$4,000.00	0
R 101-34403 Recycling & Refuse Inco	\$880.46	\$0.00	\$4.23	-\$4.23	0
R 101-34950 Other Revenues	\$9,298.11	\$500.00	\$0.00	\$500.00	0
R 101-35100 Court Fines	\$12,730.98	\$11,000.00	\$6,828.24	\$4,171.76	62
R 101-35104 Other Fines	\$315.00	\$200.00	\$35.00	\$165.00	17
R 101-35110 Administrative Citations	\$180.00	\$2,000.00	\$200.00	\$1,800.00	10
R 101-36210 Interest Earnings	\$4,290.20	\$0.00	\$8,303.93	-\$8,303.93	0
R 101-36230 Contributions & Donatio	\$9,007.00	\$12,500.00	\$3,000.00	\$9,500.00	24
R 101-36500 Collected for other Gove	\$3,432.28	\$0.00	-\$130.00	\$130.00	0
R 101-37175 Sales Tax	-\$2,429.77	\$0.00	-\$67.90	\$67.90	0
R 101-37275 Miscellaneous Income	\$5,710.81	\$5,900.00	\$3,469.95	\$2,430.05	58
FUND 101 GENERAL FUND	\$1,591,206.94	\$1,684,386.00	\$586,538.62	\$1,097,847.38	
FUND 105 COMMUNITY EVENTS FUND					
R 105-34700 Culture & Recreation	\$17,144.42	\$0.00	\$4,600.00	-\$4,600.00	0
FUND 105 COMMUNITY EVENTS FUN	\$17,144.42	\$0.00	\$4,600.00	-\$4,600.00	
FUND 351 DEBT SERVICE (CAPITAL PRJTS)					
R 351-36110 Oak-Boundary Assessm	\$7,225.18	\$0.00	\$6,567.83	-\$6,567.83	0
FUND 351 DEBT SERVICE (CAPITAL P	\$7,225.18	\$0.00	\$6,567.83	-\$6,567.83	
FUND 451 CAPITAL IMPROVEMENT PROJECTS					
R 451-33400 State Grants and Aids	\$0.00	\$0.00	\$7,194.33	-\$7,194.33	0
R 451-39310 Proceeds-Gen Obligatio	\$353,535.00	\$0.00	\$2,967,103.03	-\$2,967,103.03	0
FUND 451 CAPITAL IMPROVEMENT P	\$353,535.00	\$0.00	\$2,974,297.36	-\$2,974,297.36	
FUND 501 EQUIPMENT REPLACEMENT FUND					
R 501-34780 Park Dedication Fees	\$0.00	\$0.00	\$3,750.00	-\$3,750.00	0
FUND 501 EQUIPMENT REPLACEMEN	\$0.00	\$0.00	\$3,750.00	-\$3,750.00	
FUND 601 WATER FUND					
R 601-37100 Water Sales	\$307,147.37	\$305,452.00	\$134,973.21	\$170,478.79	44
R 601-37110 Water Fixed	\$24,076.52	\$26,464.00	\$11,409.31	\$15,054.69	43
R 601-37120 Water Treatment Charg	\$81,855.98	\$83,180.00	\$38,364.85	\$44,815.15	46
R 601-37130 State Water Charge	\$5,138.68	\$0.00	\$2,395.95	-\$2,395.95	0
R 601-37150 Water Connection Fees	\$22,916.00	\$0.00	\$8,667.00	-\$8,667.00	0

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%
R 601-37160 Water Penalty	\$5,981.07	\$0.00	\$1,145.33	-\$1,145.33	0
R 601-37170 Deferred Charges	\$0.00	\$2,970.00	\$0.00	\$2,970.00	0
FUND 601 WATER FUND	\$447,115.62	\$418,066.00	\$196,955.65	\$221,110.35	
FUND 602 SEWER FUND					
R 602-37200 Sewer Sales	\$123,995.99	\$138,514.00	\$48,361.78	\$90,152.22	34
R 602-37210 Sewer Fixed	\$231,490.99	\$234,379.00	\$108,274.08	\$126,104.92	46
R 602-37250 Sewer Connection Fees	\$0.00	\$0.00	\$3,085.00	-\$3,085.00	0
R 602-37260 Sewer Penalty	\$5,485.36	\$0.00	\$1,117.65	-\$1,117.65	0
R 602-37270 Deferred Charges	\$0.00	\$6,663.00	\$0.00	\$6,663.00	0
FUND 602 SEWER FUND	\$360,972.34	\$379,556.00	\$160,838.51	\$218,717.49	
FUND 603 STORM WATER FUND					
R 603-37400 Storm Sewer (Residenti	\$27,313.50	\$17,750.00	\$9,340.16	\$8,409.84	52
R 603-37410 Storm Sewer (Institutio	\$1,851.30	\$4,300.00	\$506.26	\$3,793.74	11
R 603-37420 Storm Sewer (Multi-Fam	\$3,293.10	\$3,900.00	\$1,674.42	\$2,225.58	42
R 603-37430 Storm Sewer (Comm/In	\$54,533.58	\$49,000.00	\$27,123.04	\$21,876.96	55
R 603-37460 Storm Sewer Penalty	\$969.33	\$0.00	\$203.71	-\$203.71	0
FUND 603 STORM WATER FUND	\$87,960.81	\$74,950.00	\$38,847.59	\$36,102.41	
FUND 801 FIRE PARTNERSHIP FUND					
R 801-33420 Insurance Premium Tax	\$18,277.93	\$18,000.00	\$0.00	\$18,000.00	0
R 801-34202 Special Fire Protection S	\$333,535.92	\$355,201.00	\$186,135.88	\$169,065.12	52
R 801-36230 Contributions & Donatio	\$90.00	\$0.00	\$30.00	-\$30.00	0
R 801-39101 Sales of Fixed Assets &	\$3,378.75	\$0.00	\$3,378.75	-\$3,378.75	0
FUND 801 FIRE PARTNERSHIP FUND	\$355,282.60	\$373,201.00	\$189,544.63	\$183,656.37	
FUND 802 FIRE EQUIP & CAPITAL FUND					
R 802-36210 Interest Earnings	\$5.27	\$0.00	\$2.61	-\$2.61	0
FUND 802 FIRE EQUIP & CAPITAL FU	\$5.27	\$0.00	\$2.61	-\$2.61	
	\$3,220,448.18	\$2,930,159.00	\$4,161,942.80	-\$1,231,783.80	

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Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
FUND 101 GENERAL FUND					
E 101-41110-103 Part-Time Employees	\$16,625.00	\$18,950.00	\$7,275.00	\$11,675.00	38.39%
E 101-41110-121 PERA Contribution	\$253.75	\$235.00	\$101.25	\$133.75	43.09%
E 101-41110-122 FICA Contribution	\$1,192.88	\$1,097.00	\$431.03	\$665.97	39.29%
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	\$1,081.89	\$2,002.11	35.08%
E 101-41110-304 Legal Services	\$10,220.01	\$7,500.00	\$3,943.33	\$3,556.67	52.58%
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	\$8,590.32	-\$8,590.32	0.00%
E 101-41110-322 Postage	\$715.58	\$0.00	\$437.88	-\$437.88	0.00%
E 101-41110-331 Training & Travel	\$2,428.19	\$3,435.00	\$565.89	\$2,869.11	16.47%
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	\$392.00	\$543.00	41.93%
E 101-41110-437 Miscellaneous	\$3,350.37	\$0.00	\$770.59	-\$770.59	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	\$2,475.00	\$6,175.00	28.61%
E 101-41310-122 FICA Contribution	\$409.27	\$666.00	\$189.34	\$476.66	28.43%
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	\$0.00	\$40.00	0.00%
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	\$0.00	\$1,900.00	0.00%
E 101-41410-201 Office Supplies	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
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	\$0.00	\$250.00	0.00%
E 101-41410-437 Miscellaneous	\$129.66	\$750.00	\$774.06	-\$24.06	103.21%
E 101-41420-351 Legal Notices Publishing	\$1,465.20	\$1,650.00	\$591.82	\$1,058.18	35.87%
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	\$58,018.13	\$53,684.87	51.94%
E 101-41500-102 Full-Time Employees - Overtime	\$4,250.61	\$1,277.00	\$481.28	\$795.72	37.69%
E 101-41500-103 Part-Time Employees	\$3,561.75	\$3,000.00	\$2,049.00	\$951.00	68.30%
E 101-41500-106 Administrative Internship	\$0.00	\$8,400.00	\$0.00	\$8,400.00	0.00%
E 101-41500-121 PERA Contribution	\$7,182.08	\$8,191.00	\$4,241.09	\$3,949.91	51.78%
E 101-41500-122 FICA Contribution	\$8,409.73	\$9,577.00	\$4,535.29	\$5,041.71	47.36%
E 101-41500-131 Employer Paid Health Insurance	\$2,860.71	\$10,715.00	\$4,440.52	\$6,274.48	41.44%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 101-41500-132 Employer Paid Dental Insurance	\$780.88	\$1,009.00	\$694.67	\$314.33	68.85%
E 101-41500-133 Employer Paid Life Insurance	\$49.45	\$60.00	\$27.60	\$32.40	46.00%
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	\$3,037.36	-\$537.36	121.49%
E 101-41500-202 Duplicating & Copying Supply	\$806.97	\$1,000.00	\$439.49	\$560.51	43.95%
E 101-41500-204 Envelopes & Letterhead	\$818.22	\$900.00	\$705.78	\$194.22	78.42%
E 101-41500-301 Auditing & Accounting Services	\$24,043.20	\$19,900.00	\$23,401.55	-\$3,501.55	117.60%
E 101-41500-309 EDP, Software and Design	\$17,075.29	\$3,653.00	\$6,428.63	-\$2,775.63	175.98%
E 101-41500-312 Financial Services	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
E 101-41500-321 Telephone	\$4,387.36	\$4,320.00	\$2,266.52	\$2,053.48	52.47%
E 101-41500-322 Postage	\$3,176.80	\$3,800.00	\$1,442.70	\$2,357.30	37.97%
E 101-41500-331 Training & Travel	\$4,387.25	\$6,359.00	\$1,122.90	\$5,236.10	17.66%
E 101-41500-352 General Public Information	\$2,182.25	\$1,400.00	\$1,970.16	-\$570.16	140.73%
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	\$953.02	\$1,746.98	35.30%
E 101-41500-413 Office Equipment Rental	\$4,831.47	\$3,338.00	\$2,340.35	\$997.65	70.11%
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	\$671.09	\$828.91	44.74%
E 101-41500-570 Office Equipment & Furnishings	\$272.53	\$0.00	\$288.56	-\$288.56	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	\$7,387.88	\$7,236.12	50.52%
E 101-41610-304 Legal Services	\$23,629.50	\$25,000.00	\$28,434.09	-\$3,434.09	113.74%
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	\$1,409.04	\$1,110.96	55.91%
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	\$3,779.71	\$3,220.29	54.00%
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	\$5,807.56	-\$807.56	116.15%
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	\$3,488.11	\$11,511.89	23.25%
E 101-42110-304 Legal Services	\$22,415.61	\$17,500.00	\$9,995.07	\$7,504.93	57.11%
E 101-42110-306 Police Administration	\$448,999.78	\$465,063.00	\$281,283.56	\$183,779.44	60.48%
E 101-42110-317 Board & Booking Fees	\$3,676.76	\$4,000.00	\$1,564.77	\$2,435.23	39.12%
E 101-42110-437 Miscellaneous	\$0.00	\$1,000.00	\$522.84	\$477.16	52.28%
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	\$94,380.44	\$67,414.56	58.33%
E 101-42400-308 Building Inspection	\$8,587.91	\$12,000.00	\$3,626.47	\$8,373.53	30.22%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 101-42400-438 Collected for Other Agencies	\$1,073.49	\$2,000.00	\$265.00	\$1,735.00	13.25%
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	\$20,223.41	\$27,408.59	42.46%
E 101-43000-102 Full-Time Employees - Overtime	\$3,008.96	\$2,159.00	\$1,096.85	\$1,062.15	50.80%
E 101-43000-104 Temporary Employees - Regular	\$3,045.00	\$3,600.00	\$1,785.00	\$1,815.00	49.58%
E 101-43000-121 PERA Contribution	\$3,388.45	\$3,610.00	\$1,424.07	\$2,185.93	39.45%
E 101-43000-122 FICA Contribution	\$3,780.55	\$4,111.00	\$1,735.58	\$2,375.42	42.22%
E 101-43000-131 Employer Paid Health Insurance	\$14,132.00	\$22,720.00	\$5,766.23	\$16,953.77	25.38%
E 101-43000-132 Employer Paid Dental Insurance	\$755.08	\$1,239.00	\$344.97	\$894.03	27.84%
E 101-43000-133 Employer Paid Life Insurance	\$59.80	\$60.00	\$27.60	\$32.40	46.00%
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	\$0.00	\$200.00	0.00%
E 101-43000-211 Cleaning Supplies	\$23.39	\$200.00	\$0.00	\$200.00	0.00%
E 101-43000-212 Motor Fuels	\$6,488.41	\$4,000.00	\$4,798.58	-\$798.58	119.96%
E 101-43000-213 Lubricants & Additives	\$562.10	\$750.00	\$204.56	\$545.44	27.27%
E 101-43000-215 Shop Materials	\$973.07	\$800.00	\$1,407.70	-\$607.70	175.96%
E 101-43000-221 Equipment Parts	\$1,809.61	\$4,000.00	\$160.93	\$3,839.07	4.02%
E 101-43000-223 Building Repair Supplies	\$0.00	\$0.00	\$45.29	-\$45.29	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	\$365.52	\$234.48	60.92%
E 101-43000-303 Engineering Services	\$3,751.72	\$6,500.00	\$4,058.51	\$2,441.49	62.44%
E 101-43000-321 Telephone	\$3,796.99	\$2,300.00	\$1,903.45	\$396.55	82.76%
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	\$163.96	\$1,086.04	13.12%
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	-\$75.74	\$75.74	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	\$440.75	-\$230.75	209.88%
E 101-43000-404 Machinery & Equipment Repair	\$3,386.20	\$3,350.00	\$2,067.47	\$1,282.53	61.72%
E 101-43000-417 Uniform Rentals	\$1,710.57	\$4,060.00	\$726.97	\$3,333.03	17.91%
E 101-43000-433 Dues & Subscriptions	\$370.90	\$314.00	\$0.00	\$314.00	0.00%
E 101-43000-437 Miscellaneous	\$1,751.44	\$1,950.00	\$563.62	\$1,386.38	28.90%
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	\$98.17	-\$98.17	0.00%
E 101-43100-224 Street Maintenance Materials	\$3,739.43	\$15,000.00	\$2,274.95	\$12,725.05	15.17%
E 101-43100-303 Engineering Services	\$9,380.90	\$4,500.00	\$3,516.90	\$983.10	78.15%
E 101-43100-311 Contract Service	\$8,083.50	\$37,500.00	\$3,009.00	\$34,491.00	8.02%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
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	\$437.34	\$212.66	67.28%
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	\$14,040.73	\$14,142.27	49.82%
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	\$3,455.66	\$9,096.34	27.53%
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	\$201.07	\$677.93	22.87%
E 101-45200-122 FICA Contribution	\$862.04	\$966.00	\$260.79	\$705.21	27.00%
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	\$473.42	\$26.58	94.68%
E 101-45200-221 Equipment Parts	\$305.37	\$850.00	\$66.96	\$783.04	7.88%
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	\$319.34	\$3,180.66	9.12%
E 101-45200-311 Contract Service	\$6,470.00	\$2,500.00	\$1,068.40	\$1,431.60	42.74%
E 101-45200-322 Postage	\$217.49	\$0.00	\$214.62	-\$214.62	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	\$0.00	\$1,000.00	0.00%
E 101-45200-404 Machinery & Equipment Repair	\$732.74	\$750.00	\$200.00	\$550.00	26.67%
E 101-45200-530 Improvements Other Than Bldgs	\$49,859.88	\$20,000.00	\$20,618.52	-\$618.52	103.09%
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	\$0.00	\$18,046.00	0.00%
E 101-46300-612 Other Long-Term Debt Interest	\$4,152.42	\$3,392.00	\$0.00	\$3,392.00	0.00%
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%
E 101-49990-725 Contingencies	\$0.00	\$20,000.00	\$0.00	\$20,000.00	0.00%
FUND 101 GENERAL FUND	\$1,761,514.18	\$1,634,400.00	\$746,828.17	\$887,571.83	

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
FUND 105 COMMUNITY EVENTS FUND					
E 105-45100-311 Contract Service	\$14,449.15	\$0.00	\$3,148.90	-\$3,148.90	0.00%
E 105-45100-322 Postage	\$217.49	\$0.00	\$81.58	-\$81.58	0.00%
E 105-45100-410 Rentals (General)	\$5,989.55	\$0.00	\$4,863.59	-\$4,863.59	0.00%
FUND 105 COMMUNITY EVENTS FUND	\$20,656.19	\$0.00	\$8,094.07	-\$8,094.07	
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	\$16,160.00	-\$16,160.00	0.00%
E 351-47110-620 Fiscal Agent s Fees	\$450.00	\$0.00	\$450.00	-\$450.00	0.00%
FUND 351 DEBT SERVICE (CAPITAL PRJTS)	\$33,398.44	\$0.00	\$91,610.00	-\$91,610.00	
FUND 450 PARK & RIDE PROJECT					
E 450-43100-311 Contract Service	\$19,257.20	\$0.00	\$4,396.96	-\$4,396.96	0.00%
FUND 450 PARK & RIDE PROJECT	\$19,257.20	\$0.00	\$4,396.96	-\$4,396.96	
FUND 451 CAPITAL IMPROVEMENT PROJECTS					
E 451-43100-303 Engineering Services	\$124,487.63	\$0.00	\$98,813.14	-\$98,813.14	0.00%
E 451-43100-500 Capital Outlay (GENERAL)	\$217,589.20	\$0.00	\$324,544.23	-\$324,544.23	0.00%
E 451-43124-303 Engineering Services	\$25,165.66	\$0.00	\$3,767.21	-\$3,767.21	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	\$4,275.50	-\$4,275.50	0.00%
E 451-49400-500 Capital Outlay (GENERAL)	\$0.00	\$0.00	\$179,013.50	-\$179,013.50	0.00%
E 451-49450-303 Engineering Services	\$660.14	\$0.00	\$8,343.98	-\$8,343.98	0.00%
FUND 451 CAPITAL IMPROVEMENT PROJECTS	\$463,451.86	\$0.00	\$636,576.91	-\$636,576.91	
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	\$19,677.16	\$18,361.84	51.73%
E 601-49400-102 Full-Time Employees - Overtime	\$2,937.95	\$1,474.00	\$1,269.32	\$204.68	86.11%
E 601-49400-121 PERA Contribution	\$2,933.96	\$2,572.00	\$1,449.60	\$1,122.40	56.36%
E 601-49400-122 FICA Contribution	\$3,064.51	\$3,046.00	\$1,573.02	\$1,472.98	51.64%
E 601-49400-131 Employer Paid Health Insurance	\$10,602.84	\$4,076.00	\$4,569.44	-\$493.44	112.11%
E 601-49400-132 Employer Paid Dental Insurance	\$601.41	\$300.00	\$293.18	\$6.82	97.73%
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 601-49400-215 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	\$3,247.05	\$5,252.95	38.20%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 601-49400-221 Equipment Parts	-\$1,150.60	\$3,000.00	\$354.03	\$2,645.97	11.80%
E 601-49400-227 Utility Maintenance Supplies	\$10,074.74	\$10,000.00	\$7,027.12	\$2,972.88	70.27%
E 601-49400-303 Engineering Services	\$7,339.10	\$6,500.00	\$5,124.90	\$1,375.10	78.84%
E 601-49400-309 EDP, Software and Design	\$2,763.07	\$677.00	\$1,600.27	-\$923.27	236.38%
E 601-49400-310 Janitorial Services	\$664.95	\$110.00	\$371.29	-\$261.29	337.54%
E 601-49400-311 Contract Service	\$24,649.96	\$20,000.00	\$23,641.34	-\$3,641.34	118.21%
E 601-49400-321 Telephone	\$1,794.83	\$1,874.00	\$881.21	\$992.79	47.02%
E 601-49400-322 Postage	\$448.66	\$800.00	\$287.67	\$512.33	35.96%
E 601-49400-331 Training & Travel	\$250.00	\$1,150.00	\$400.00	\$750.00	34.78%
E 601-49400-351 Legal Notices Publishing	\$0.00	\$400.00	\$0.00	\$400.00	0.00%
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	\$14,534.41	\$7,465.59	66.07%
E 601-49400-383 Gas Utilities	\$1,381.88	\$2,500.00	\$1,287.04	\$1,212.96	51.48%
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	\$689.68	\$110.32	86.21%
E 601-49400-437 Miscellaneous	\$721.62	\$0.00	\$8.00	-\$8.00	0.00%
E 601-49400-438 Collected for Other Agencies	\$3,940.00	\$4,450.00	\$1,970.00	\$2,480.00	44.27%
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	\$27,466.25	\$27,466.75	50.00%
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%
FUND 601 WATER FUND	\$251,831.77	\$411,735.00	\$124,177.23	\$287,557.77	
FUND 602 SEWER FUND					
E 602-49450-101 Full-Time Employees - Regular	\$7,148.78	\$16,292.00	\$2,828.25	\$13,463.75	17.36%
E 602-49450-102 Full-Time Employees - Overtime	\$807.04	\$506.00	\$1,078.61	-\$572.61	213.16%
E 602-49450-121 PERA Contribution	\$541.66	\$1,092.00	\$214.22	\$877.78	19.62%
E 602-49450-122 FICA Contribution	\$566.47	\$1,293.00	\$295.57	\$997.43	22.86%
E 602-49450-131 Employer Paid Health Insurance	\$1,098.42	\$3,718.00	\$508.77	\$3,209.23	13.68%
E 602-49450-132 Employer Paid Dental Insurance	\$68.31	\$200.00	\$30.11	\$169.89	15.06%
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 602-49450-216 Chemicals & Chemical Products	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
E 602-49450-221 Equipment Parts	\$0.00	\$1,200.00	\$0.00	\$1,200.00	0.00%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
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	\$1,041.00	\$4,959.00	17.35%
E 602-49450-309 EDP, Software and Design	\$838.00	\$677.00	\$1,310.25	-\$633.25	193.54%
E 602-49450-311 Contract Service	\$43,172.95	\$81,000.00	\$18,734.20	\$62,265.80	23.13%
E 602-49450-319 Other Consulting Services	\$170,914.72	\$187,926.00	\$100,813.30	\$87,112.70	53.65%
E 602-49450-322 Postage	\$448.64	\$300.00	\$266.90	\$33.10	88.97%
E 602-49450-331 Training & Travel	\$0.00	\$550.00	\$0.00	\$550.00	0.00%
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	\$1,481.54	\$2,518.46	37.04%
E 602-49450-383 Gas Utilities	\$821.29	\$0.00	\$334.79	-\$334.79	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	\$2,099.27	-\$210.27	111.13%
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	\$3,994.52	-\$3,994.52	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	\$1,913.63	\$1,284.37	59.84%
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%
FUND 602 SEWER FUND	\$267,917.84	\$346,918.00	\$145,268.97	\$201,649.03	
FUND 603 STORM WATER FUND					
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	\$8,895.14	\$1,104.86	88.95%
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%
FUND 603 STORM WATER FUND	\$30,776.78	\$57,048.00	\$19,461.05	\$37,586.95	
FUND 801 FIRE PARTNERSHIP FUND					
E 801-42210-103 Part-Time Employees	\$12,381.00	\$15,000.00	\$6,750.00	\$8,250.00	45.00%
E 801-42210-107 Secretarial Services	\$806.44	\$1,000.00	\$722.64	\$277.36	72.26%
E 801-42210-122 FICA Contribution	\$1,059.15	\$1,200.00	\$571.67	\$628.33	47.64%
E 801-42210-124 Fire Pension Contribution	\$23,678.62	\$18,000.00	\$0.00	\$18,000.00	0.00%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
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	\$3,345.44	\$2,389.56	58.33%
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	\$45.46	\$154.54	22.73%
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	\$3,809.99	\$1,690.01	69.27%
E 801-42210-433 Dues & Subscriptions	\$2,966.00	\$3,000.00	\$2,295.00	\$705.00	76.50%
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	\$97.71	\$902.29	9.77%
E 801-42220-103 Part-Time Employees	\$48,072.79	\$60,000.00	\$26,283.82	\$33,716.18	43.81%
E 801-42220-122 FICA Contribution	\$3,626.52	\$3,900.00	\$1,974.02	\$1,925.98	50.62%
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	\$20,170.36	-\$5,170.36	134.47%
E 801-42220-580 Other Equipment	\$4,675.60	\$7,900.00	\$2,420.78	\$5,479.22	30.64%
E 801-42230-352 General Public Information	\$323.49	\$500.00	\$0.00	\$500.00	0.00%
E 801-42230-437 Miscellaneous	\$187.57	\$500.00	\$0.00	\$500.00	0.00%
E 801-42240-207 Training Supplies	-\$811.87	\$1,500.00	\$115.66	\$1,384.34	7.71%
E 801-42240-331 Training & Travel	\$11,034.78	\$16,600.00	\$6,377.59	\$10,222.41	38.42%
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	\$420.90	\$3,579.10	10.52%
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	\$0.00	\$1,000.00	0.00%
E 801-42250-419 General Rentals	\$8,839.34	\$15,000.00	\$6,160.80	\$8,839.20	41.07%
E 801-42250-580 Other Equipment	\$449.99	\$5,500.00	\$2,150.96	\$3,349.04	39.11%
E 801-42260-212 Motor Fuels	\$4,297.42	\$3,500.00	\$1,826.24	\$1,673.76	52.18%
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	\$212.10	\$9,787.90	2.12%
E 801-42260-580 Other Equipment	\$18,957.62	\$10,000.00	\$1,023.86	\$8,976.14	10.24%
E 801-42265-405 Vehicle Repair & Maintenance	\$18,551.38	\$49,000.00	\$8,923.97	\$40,076.03	18.21%
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	\$394.29	\$105.71	78.86%
E 801-42270-221 Equipment Parts	\$564.58	\$1,500.00	\$19,173.69	-\$17,673.69	1278.25%
E 801-42280-211 Cleaning Supplies	\$557.65	\$750.00	\$88.83	\$661.17	11.84%
E 801-42280-223 Building Repair Supplies	\$2,531.68	\$1,500.00	\$169.13	\$1,330.87	11.28%
E 801-42280-311 Contract Service	\$935.00	\$1,500.00	\$1,363.50	\$136.50	90.90%

Account Descr	2013 Amt	2014 YTD Budget	2014 YTD Amt	2014 YTD Balance	%YTD Budget
E 801-42280-321 Telephone	\$3,334.84	\$3,300.00	\$2,226.21	\$1,073.79	67.46%
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	\$3,118.57	\$81.43	97.46%
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	\$6,312.89	-\$1,312.89	126.26%
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	\$250.00	\$4,750.00	5.00%
E 801-42280-560 Furniture & Fixtures	\$0.00	\$500.00	\$0.00	\$500.00	0.00%
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%
FUND 801 FIRE PARTNERSHIP FUND	\$306,354.28	\$355,201.00	\$152,058.91	\$203,142.09	
FUND 802 FIRE EQUIP & CAPITAL FUND					
E 802-42265-550 Motor Vehicles	\$41,712.45	\$0.00	\$7.00	-\$7.00	0.00%
FUND 802 FIRE EQUIP & CAPITAL FUND	\$41,712.45	\$0.00	\$7.00	-\$7.00	
FUND 803 FIRE DEBT SERVICE					
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	\$3,130.00	-\$3,130.00	0.00%
FUND 803 FIRE DEBT SERVICE	\$0.00	\$0.00	\$53,130.00	-\$53,130.00	
	\$3,203,405.24	\$2,805,302.00	\$2,171,603.37	\$633,698.63	



Agenda Information Memorandum
July 14, 2014 - Maple Plain City Council

9. OLD BUSINESS
A. CITY CODE 30.35 SALARIES OF MAYOR AND COUNCILMEMBERS

ACTION TO BE CONSIDERED

Approve guidelines regarding what is considered official meetings of the Councilmembers and Mayor, resulting in \$25 additional pay for these meetings.

FACTS

- The current code states:
30.35 SALARIES OF MAYOR AND COUNCILMEMBERS.
(A) *Mayor salary.* From and after the effective date of this section, until otherwise changed pursuant to law, the salary of the Mayor of the city shall be in the sum of \$350 per month.
(B) *Council member salary.* From and after the effective date of this section, until otherwise changed pursuant to law, the salary of a Council member of the city shall be in the sum of \$250 per month.
(C) *Payment for meetings and business.* In addition to the salaries pursuant to divisions (A) and (B) above, the Mayor and the City Council shall be paid \$25 for each official meeting attended and mileage at the business rate authorized by the federal government.
(D) *Coverage in Worker's Compensation Act.* Pursuant to M.S. § 176.011, Subdivision 9, clause 6, as may be amended from time to time, the Mayor and City Council are included in the coverage of the Worker's Compensation Act for all acts performed in their official duties with the city.
(Ord. 223, passed 6-23-2008)
- Past discussions have concluded in two options of guidelines for what is considered "official meeting"
 - Option A: Councilmembers and the Mayor shall be paid for all Workshops, EDA meetings, Parks Commission meetings and Planning Commission meetings. In addition City Appointed meetings(LMCC, Pioneer Sarah Watershed, Fire Board, Police Commission) and trainings that are held through the League of Minnesota Cities, Met Council or Metro Cities. In this option a Councilmember or Mayor may be paid for more than one meeting per day if a Council workshop.
 - Official meetings would not include the following;

- (Council attendance in community events (holiday lighting, volunteer service awards, etc.).
- Official meetings are not meetings with staff unless at a meeting with outside audience members.
- Official meetings do not include meeting with consultants, unless at a meeting with outside audience members.
- The reason for the guidelines is to create consistency in pay and for auditing purposes.
- Staff is looking for Council to approve one of the two options to include in the Employee Handbook.

ATTACHMENTS

~~Attached on page(s) _____ through _____ is the lease agreement.~~



Agenda Information Memorandum
June 23, 2014 - Maple Plain City Council

**5. CONSENT AGENDA
D. 2014-2015 ASSESSING SERVICES CONTRACT**

ACTION TO BE CONSIDERED

To approve THE 2014-2015 Assessing Services Contract with Rolf Erickson and Southwest Assessing.

FACTS

- The current contract will expire September 1, 2014 and the contract amount is for \$14,361.
- Southwest assessing is requesting an annual increase of \$291, for a total annual amount of \$14,652.
- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the 2014-2015 contract with Southwest Assessing.

CONTRACT FOR ASSESSING SERVICES

This contract is made this first day of September, 2014, by and between the City of Maple Plain Hennepin County, Minnesota (hereinafter called the "Municipality") and Rolf Erickson, 14520 12th Ave. North, Plymouth, Minnesota, 55447 DBA Southwest Assessing, a Minnesota Corporation (hereinafter called the "Contractor")

The Contractor represents that he is a Licensed Minnesota Assessors as required in Chapter 273 of Minnesota Statutes and that he is a qualified real estate appraiser.

ASSESSING SERVICES: The Municipality hereby contracts for and the Contractor hereby agrees to cooperate with officials of the Municipality and the County of Hennepin in performing 2015 assessment services as defined in Minnesota Statutes. The Municipality agrees and acknowledges that the manner and the method used in the performance of the assessment duties will be under the control and direction of said Contractor.

CONTRACT PRICE: In consideration of the services rendered by the Contractor, the Municipality shall pay to the Contractor at the above stated address, the sum of \$14,652.00 payable in twelve (12) installments of \$ \$1,221 beginning October 2015 and ending September 2015.

TERM OF CONTRACT: September 1, 2014 through August 31, 2015.

The following services are to be billed separately on a one time basis.

NONE.

FURNISHING OF EQUIPMENT: The contractor shall provide all transportation necessary for the performance of the services contracted for. The Municipality shall furnish all equipment and supplies necessary for the performance of the services contracted for, including a current set of aerial photographs and Hennepin County Data fee.

ATTENDANCE AT COUNCIL MEETINGS: The Contractor shall attend the local board of review meeting on the date selected by the Municipality and the Contractor and not to exceed three other Municipality council meetings during the term of the contract.

LEGAL STATUS: The parties agree that the Contractor is not required to maintain office hours, shall not receive retirement benefits, health insurance benefits, or any other fringe benefits offered to employees of the Municipality and shall, in all respects, be deemed independent an contractor.

IN WITNESS WHEREOF, the Contractor and the Municipality have executed this Contract this day of 2014.

City of Maple Plain (Municipality)
by

Southwest Assessing (Contractor)
by



Agenda Information Memorandum
July 14th, 2014 - Maple Plain City Council

10. NEW BUSINESS
B. APPROVAL OF LIQUOR LICENSE APPLICATION

ACTION TO BE CONSIDERED

To review and approve an Off Sale liquor license application

FACTS

- Sean Schumacher submitted an Off Sale liquor license application for a proposed liquor store in Maple Plain.
- The liquor store would be located at 5010 Highway 12.
- West Hennepin Public Safety performed a background check and approved to issue the license.

ATTACHMENTS

Attached on page(s) ____ through ____ is the liquor license application and background checklist from West Hennepin Public Safety.

WEST HENNEPIN PUBLIC SAFETY

1918 County Road 90/PO Box 309/Maple Plain, MN 55359

Background Checklist

14B02999

- Solicitor License -- Independence (QHM/E) Liquor Sales Permit -- Independence (QHM/M)
- Solicitor License -- Maple Plain (QHM/E) Liquor Sales Permit -- Maple Plain (QHM/M)
- MN State Permit to Acquire a Handgun (QPGC/F) Other _____

Applicant Name Sean Paul Schumacher DOB [REDACTED]

Alias(s) _____ (Liquor Depot)

Date Received 06/11/14 Date Completed 06/19/14

- RECORDS** LETG/PC Enfors Contacts
- CHECKS:** QH (non-gun checks) (M in message key modifier, E in purpose code with in free text field notes: 21
Liquor or peddler, city employee or 00 ordinances)
- QDP Minnesota Drivers License, Warrant Check
- No pertinent contacts, Statewide Supervision System
- Copy of DL attached to application
- No court orders in effect
- References called and verified

- PLUS these for gun checks**
- _____ QPGC/F (Portals Guns Check, NCIC=National Crime Information Computer, MCIS=Minnesota Crime Information System)
 - _____ No public information Medical Records Unit, MN Dept. of Human Services (Fax 651-582-1891, Phone 651-431-5017)
 - _____ No dishonorable discharge at Military Records Center 1-800-827-1000, #1, #0 or (314) 538-4500, Fax (314) 538-4573

INVESTIGATOR RECOMMENDATION Issue Deny

Reason: Meets requirements of Minnesota Statute 624.7131, or:

Date 06/19/14 Investigator: |||

CHIEF OF POLICE RECOMMENDATION Issued Denied

Reason for Denial: _____

Date 6-19-14 Chief of Police: Gay S. [Signature]

Applicant/City Notified: Date 6/19/14 By Kim Curtis

Permit Issued: Date _____ By _____



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

LIQUOR LICENSE APPLICATION

APPLICATION INFORMATION

<input checked="" type="checkbox"/> New Application	<input type="checkbox"/> Application Renewal	Date of Application 6-10-14
-----------------------------------------------------	----------------------------------------------	-----------------------------

TYPE OF APPLICATION(S)

<input type="checkbox"/> On Sale	<input checked="" type="checkbox"/> Off Sale	<input type="checkbox"/> Sunday On Sale	<input type="checkbox"/> Wine & Beer On Sale	<input type="checkbox"/> 3.2 Beer Off Sale
----------------------------------	----------------------------------------------	-----------------------------------------	----------------------------------------------	--------------------------------------------

APPLICANT INFORMATION

Applicant Name (First, Middle, Last) Sean Paul Schumacher	
Address 1220 Irvine Drive	Work Phone 763-479-5006
City, State, Zip Hanover, MN 55341	Home Phone 763-273-4417
Date of Birth [REDACTED]	Cell Phone 952-484-4479
List all aliases:	

REFERENCES

Name Charles Christ	Relationship Friend
Address 1330 Hubbard Avenue	Phone Number [REDACTED]
City, State, Zip St. Paul, MN 55104	Email [REDACTED]
Name Herb Koch	Relationship Landlord
Address P.O. Box 142	Phone Number [REDACTED]
City, State, Zip Loretto, MN 55357	Email [REDACTED]
Name Terry Cook	Relationship Friend / sales rep
Address 4765 50th St. SE	Phone Number [REDACTED]
City, State, Zip Delano, MN 55328	Email [REDACTED]

* Note: Cannot list relatives as references.

BUSINESS INFORMATION

Years in Business 10	Address of Premise 4355 Highway 55, Loretto MN 55357
Consumption of Liquor <input type="checkbox"/> Inside Only <input type="checkbox"/> Outside <input type="checkbox"/> Inside & Patio <input checked="" type="checkbox"/> Not Applicable	

Worker's Compensation Insurer Acuity Insurance	Policy Number X 20362-6
------------------------------------------------	-------------------------

* Must provide copy of insurance policy & coverages.

Owner Name (First, Middle, Last) Sean Paul Schumacher	Date of Birth [REDACTED]
Work Phone 763-479-5006	Home Phone 763-273-4417
Cell Phone 952-484-4479	
Owner Name (First, Middle, Last) N/A	Date of Birth [REDACTED]
Work Phone	Home Phone
	Cell Phone

5010 Highway 12 93 "Liquor Depot" - of Maple Plain inc

06-11-14 12:20 FROM- CITY OF MAPLE PLAIN 7634790519

T-211 P0002/0002 F-576

EMPLOYEE INFORMATION

1. Employee Name (First, Middle, Last) <i>Racheal E Hewitt</i>		DOB
Hire Date <i>6-17-14</i>	Training Date	Permit Number
2. Employee Name (First, Middle, Last)		DOB
Hire Date	Training Date	Permit Number
3. Employee Name (First, Middle, Last)		DOB
Hire Date	Training Date	Permit Number
4. Employee Name (First, Middle, Last)		DOB
Hire Date	Training Date	Permit Number
5. Employee Name (First, Middle, Last)		DOB
Hire Date	Training Date	Permit Number
6. Employee Name (First, Middle, Last)		DOB
Hire Date	Training Date	Permit Number
7. Employee Name (First, Middle, Last)		DOB
Hire Date	Training Date	Permit Number

* Provide attachment if more than seven (7) employees.

Applicant must provide the following with this application: fill out and attach the form prescribed by the Commissioner of Public Safety, proof of financial responsibility, and copy of liability insurance.

Applicants shall allow, per Maple Pain City Code, any peace officer, health officer, city employee or any other person designated by the City Council to conduct compliance checks and to otherwise enter, inspect, and search the premise of licensee during and after business hours during the time when customers remain on the premises without warrant.

I hereby verify that all of the above information is true and correct. I attest that all of the statements made by me on this liquor license application form and documents submitted are true, complete and correct to the best of my knowledge and belief, and are made in good faith. I understand that any false statements made with the intent to commit fraud, any fraudulent conduct, or any attempted deception by me or by others with my connivance, in any application, paper or document submitted, shall bar me from being issued a liquor license by the City of Maple Plain.

Pursuant to city of Maple Plain license requirements, per the MN State Statute 299C.72, West Hennepin Public Safety is authorized to conduct a criminal history check.

I hereby authorize West Hennepin Public Safety to conduct a criminal history check/background/record check and verify the information provided on this liquor license application.

Applicant Signature *Sean Schenacker* Date *6-10-14*

OFFICE USE ONLY

Application Received	Submitted to WHPS	Received by WHPS <i>del/11/14</i>
Investigating Officer <i>Hempel</i>	Investigation Complete <i>06/19/14</i>	
WHPS Recommendation <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Deny	Signature <i>Cory S. [Signature]</i>	
Council Approval <input type="checkbox"/> Approve <input type="checkbox"/> Deny	Outstanding Utilities/Taxes? <input type="checkbox"/> Yes <input type="checkbox"/> No \$	
<input checked="" type="checkbox"/> New Application Fee - \$500	<input type="checkbox"/> Application Renewal - \$25	<input type="checkbox"/> Background Check \$
<input type="checkbox"/> On Sale \$5,000	<input checked="" type="checkbox"/> Off Sale \$240	<input type="checkbox"/> Sunday On Sale \$200
<input type="checkbox"/> 3.2 Beer Off Sale \$50	<input type="checkbox"/> Block Party \$500	<input type="checkbox"/> Wine/Beer On \$250
	<input type="checkbox"/> Temporary 3.2 \$100	Amount Due \$