

**AGENDA**  
**MAPLE PLAIN CITY COUNCIL – REGULAR MEETING**  
**MAPLE PLAIN CITY HALL**  
**MONDAY, JUNE 9, 2014**  
**7:00 PM**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. PROCLAMATION**
- 5. CONSENT AGENDA**
  - A. Approve May 28 City Council meeting minutes
  - B. Approve May 28 City Council workshop meeting minutes
  - C. Accounts Payable
  - D. Main Street West and Rainbow Avenue – Utility and Street Improvements- Payment Request No. 1
- 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**

There are no public hearings scheduled.
- 8. ADMINISTRATIVE REPORTS**
  - A. Pickleball Equipment Estimates
  - B. Drake and Perkins Drainage Issues
- 9. OLD BUSINESS**
  - A. MCES 2013 Inflow & Infiltration Grant Reimbursement Requests
  - B. Maple Plain Fire Department Radios
- 10. NEW BUSINESS**
  - A. Timpe Field Artificial Turf
  - B. Sign Retroreflectivity Policy
  - C. Approve purchase of Skidsteer
  - D. Main Street West and Rainbow Avenue- Change Order No. 2 – Ravine Stabilization
- 11. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**
- 12. COUNCIL REPORTS & OTHER BUSINESS**
  - A. Letter from concerned resident
- 13. ADJOURNMENT**

**Maple Plain City Council Meeting  
Meeting Minutes  
May 28, 2014  
Maple Plain City Hall**

**1. CALL TO ORDER**

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

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

Absent: Mayor Roger Hackbarth

**2. PLEDGE OF ALLEGIANCE**

**3. ADOPT AGENDA**

**Councilmember DeLuca moved to adopt the agenda with the addition of adding the following items to the Consent Agenda:**

**d. Six Month Review of City Administrator**

**seconded by Councilmember Eisinger. Motion passed 4-0.**

**4. PROCLAMATION**

There were no proclamations.

**5. CONSENT AGENDA**

Items approved under the Consent Agenda:

**a. Approve May 12 City Council workshop meeting minutes**

**b. Approve May 12 City Council meeting minutes**

**c. Accounts Payable**

**d. Accepting a Resolution Cancelling Storm Water Fees Levied by the City of Maple Plain: Resolution 14-0528-01**

**e. Six Month Review of City Administrator and Salary**

**Councilmember McCoy moved to approve the Consent Agenda; Councilmember Eisinger seconded. Motion passed 4-0.**

**6. VISITORS TO BE HEARD**

There were no visitors.

## **7. PUBLIC HEARINGS**

There were no public hearings held.

## **8. ADMINISTRATIVE REPORTS**

### **A. Monthly Report for West Hennepin Public Safety (will do at Joint Meeting on June 17)**

### **B. MONTHLY CITY PLANNER REPORT**

Melvin reported on the City Planner's monthly report. Staff has been working with K-Bid on the cross access/cross parking agreement. In addition, the Planner has worked with Verizon Wireless about updating antennas on current tower. Staff also met with a representative from the Maple Plain Seventh Adventist Church about building a new church on the existing property. Most of staff's time has been dedicated to working with Rose Creek Developers to discuss their submittal requirements for their proposed subdivision. Rose Creek Developers will present their preliminary and final plat to the Planning Commission on Thursday, June 5, and then to the City Council on Monday, June 23.

**Councilmember Young moved to approve the City Planner Monthly Report; Councilmember Eisinger seconded. Motion passed 4-0.**

### **C. Monthly Report from City Planner**

City Engineer, Dan Boyum, presented the monthly report to the Council. Staff has been reviewing the flared and installation on MP pipe with MNDOT and the Contractor at the TH HAWK Contractor. In addition there is a punchlist of projects that must be completed by the contractor on this project. It is estimated that this work will be complete by the end of June.

Boyum reported that there was a preconstruction meeting for the Budd Avenue Sanitary Sewer Improvement Project. It is anticipated that the contractor will begin work June 2, but this is dependent upon a permit from MNDOT.

In addition Boyum reported on the Main Street West and Rainbow Avenue project. Staff has coordinated with Centerpoint Energy on gas and service relocations. Staff has worked on project updates via e-mail, phone project hotline and website. In addition, staff have been meeting with residents on specific concerns of the project. Boyum stated that staff had worked with FEMA on possible funds for the ravine area, but this has been denied. However, staff is working with the watershed on possible grant to help with the project.

Staff has met to discuss the MS4 permit and Annual meeting, which is scheduled for June 23.

Boyum also commented on the Main Street East Sidewalk Improvements. The project was done in 2003, but some spalling areas in the concrete have appeared after snow melt. The Contractor feels that this is from the salt use in the winter and the contractor is currently reviewing the areas and will provide recommendations to the City.

**Councilmember DeLuca moved to approve the City Engineer Monthly Report; Councilmember McCoy seconded. Motion passed 4-0.**

## **9. OLD BUSINESS**

There was no Old Business.

## **10. NEW BUSINESS**

### **A. 2014 Capital Projects Financing Resolution: 14-0528-02**

Todd Hagen, Ehlers, reported that the City maintained its AA Bond Rating and this helped them get a bond sale at 3% for the \$3,050,000 project. The City obtained a credit enhancement for the bonds through the Minnesota Public Facilities Authority.

**Councilmember DeLuca moved to approve the sale of bonds for the 2014 Capital Improvement Project for the Main Street West and Rainbow Avenue road project in the amount of \$3,050,000; Councilmember McCoy seconded. Motion passed 4-0.**

### **B. Main Street West and Rainbow Avenue: Change Order No. 1: Rock Checks**

City Engineer, Boyum reported that the Pioneer Sarah Creek Watershed reviewed the plans on the project and as part of their review and permit approval, they requested two rock checks be placed downstream of the existing flared end section on the north side of the ravine. The rock checks were not part of the original bid and it is estimated that they will cost an additional, \$23,664.01.

Boyum stated that staff checked with FEMA on the funding of rock checks as part of funding the rip rap replacement at the existing flared end section as part of mitigation following the June and July 2013 storm events. FEMA indicated that this would not be fundable. Boyum added that staff has checked

to see if Pioneer Sarah Creek Watershed staff for possible funding from the watershed for the rock checks.

**Councilmember Eisinger moved to approve the Main Street West and Rainbow Avenue: Change Order No. 1 Rock Checks; Councilmember DeLuca seconded. Motion passed 4-0.**

**C. Main Street East Sidewalk Improvements: Payment Request No. 3**

City Engineer, Boyum reported that CDJ Concrete & Masonry, Inc. began work on the project in October 2013. The majority of the project was completed in 2013 except for the installation of benches and waste receptacles. In addition, some spalling areas in the concrete have appeared after the snow melt. The contractor believes that this is from salt use in the winter. The contractor is reviewing and will forward his proposed method for correction to staff. The amount of payment is \$3,085.60.

**Councilmember McCoy moved to approve the payment request No. 3 for the Main Street East Sidewalk Improvements; Councilmember DeLuca seconded. Motion passed 4-0.**

**11. LEGISLATIVE /INTERGOVERNMENTAL AFFAIRS**

There were no legislative / intergovernmental affairs to report on.

**12. COUNCIL REPORTS & OTHER BUSINESS**

DeLuca provided an update on LMCC and the Watershed Commission. Councilmember DeLuca reported that the LMCC is working with a reduced budget since the leaving of four cities, but the organization has made significant improvements to address the budget.

Councilmember DeLuca reported that the Pioneer Sarah Creek Watershed is receiving some pressure on the amount of work they do within the cities. However, he noted that many cities do not have the funding to complete the necessary projects and a 10% grant from the watershed does not provide enough incentive. The Commission is looking at providing more education opportunities. Councilmember DeLuca concluded that the threat of losing the Commission to a Watershed District, is that the Council cannot monitor any tax levy increases with a District.

**13. ADJOURNMENT**

**Councilmember Eisinger moved to adjourn at 7:44 p.m.; Councilmember McCoy seconded. Motion passed 4-0.**

*Prepared by* Tessia Melvin,

City Administrator

**Maple Plain City Council Workshop  
Meeting Minutes  
May 28, 2014  
Maple Plain City Hall**

**1. CALL TO ORDER**

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

Present: Councilmembers Justin McCoy, Jerry Young, Dave Eisinger and Mike DeLuca. Also present were City Administrator, Tessia Melvin, and Richard Fursman, Brimmeyer Fursman.

Absent: Mayor Roger Hackbarth

**2. ADOPT THE AGENDA**

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

**3. REVIEW OF CITY ADMINISTRATOR**

Richard Fursman, Brimmeyer Fursman, facilitated the review of City Administrator, Tessia Melvin. Fursman was hired in October 2013 to find a replacement City Administrator for Maple Plain. Part of his agreement was to facilitate the six-month review of the new City Administrator. Fursman sent all Councilmembers an electronic survey evaluation of Melvin and presented the findings at the meeting. In addition, Melvin responded to the same questions.

**4. SHARED SERVICE WITH ORONO**

Councilmember DeLuca reported that he was recently at a meeting with Orono City Councilmembers and they began talking about some potential shared services opportunities.

**5. CONTINUATION OF STRATEGIC GOAL PLANNING**

There was no time to allow this item.

**6. OTHER BUSINESS**

Melvin reported that the bench and waste receptacle was installed on Main Street East by the contractor. She added that the post office had received some complaints about the slope of the sidewalk and the placement of the bench; however, the City Engineer commented that it was placed at the original agreed site. The Council discussed its location and agreed that it is in the best spot.

## 7. ADJOURNMENT

**Councilmember McCoy moved to Adjourn; Councilmember DeLuca seconded. Motion passed 4-0. Meeting adjourned at 6:50 p.m.**

*Prepared by*

Tessia, City Administrator

# CITY OF MAPLE PLAIN

## Payments

06/05/14 9:41 AM  
Page 1

Current Period: June 2014

Batch Name	06/09/14City Payments	User Dollar Amt	\$87,080.14		
		Computer Dollar Amt	\$87,080.14		
			\$0.00	<b>In Balance</b>	
Refer	18987 <i>AMERIPRIDE</i>	-			
Cash Payment	E 601-49400-310 Janitorial Services	Public Works			\$53.21
	Invoice 1002791733				
Cash Payment	E 101-41940-310 Janitorial Services	City Hall			\$47.18
	Invoice 1002791733				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$100.39
Refer	18988 <i>BAUERSCHMITT, STAN</i>	-			
Cash Payment	E 101-41940-310 Janitorial Services	Janitor- City Hall			\$150.00
	Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$150.00
Refer	18989 <i>BELAYHOST</i>	-			
Cash Payment	E 101-41500-309 EDP, Software and Desi	Filter- June			\$18.00
	Invoice 25754				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$18.00
Refer	18990 <i>COMMERCIAL ASHPALT</i>	-			
Cash Payment	E 101-43100-224 Street Maintenance Mate	Asphalt			\$71.61
	Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$71.61
Refer	18991 <i>ERICKSON, ROLF E.A.</i>	-			
Cash Payment	E 101-41550-305 Assessing Services	Assessing Services- May			\$1,300.80
	Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$1,300.80
Refer	18992 <i>ECM PUBLISHERS INC</i>	-			
Cash Payment	G 101-20212 Planned Unit Develop. Escro	Rosecreek Townhomes Newspaper			\$34.70
	Invoice 106990			Project 2014D	
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$34.70
Refer	18993 <i>MAPLE PLAIN/INDEPENDENCE FIR</i>	-			
Cash Payment	E 101-42290-307 Fire Administration	Fire Services- June			\$13,482.92
	Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$13,482.92
Refer	18994 <i>GOPHER STATE ONE-CALL, INC.</i>	-			
Cash Payment	E 101-43000-437 Miscellaneous	Locates- May			\$162.70
	Invoice 108455				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$162.70
Refer	18995 <i>HENRYS WATERWORKS</i>	-			
Cash Payment	E 101-43100-224 Street Maintenance Mate	Cold Patch			\$849.70
	Invoice 17096				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	\$849.70
Refer	18996 <i>HAWKINS INC.</i>	-			
Cash Payment	E 601-49400-216 Chemicals & Chemical P	Water Chemicals			\$20.00
	Invoice 3599137				

CITY OF MAPLE PLAIN

06/05/14 9:41 AM

Page 2

Payments

Current Period: June 2014

Cash Payment	E 601-49400-216 Chemicals & Chemical P	Water Chemicals		\$375.04
Invoice 3601473				
Cash Payment	E 601-49400-216 Chemicals & Chemical P	Water Chemicals		\$15.00
Invoice 3598963				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$410.04
Refer	18997 HENN COUNTY SHERIFF S DEPT	-		
Cash Payment	E 101-42110-317 Board & Booking Fees	Room & Board		\$296.00
Invoice 1000045759				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$296.00
Refer	18998 HENN COUNTY INFO TECHNOLOG	-		
Cash Payment	E 101-43000-400 Equipment Repair & Mai	Radio Admin Lease		\$15.90
Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$15.90
Refer	18999 HENN COUNTY SHERIFFS COMM	-		
Cash Payment	E 101-43000-323 Radio Units	Radios		\$326.44
Invoice 23436				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$326.44
Refer	19000 LANO EQUIPMENT	-		
Cash Payment	E 101-43000-404 Machinery & Equipment	PW Supplies		\$71.35
Invoice 03-149925				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$71.35
Refer	19001 MAAS, MARK PLUMBING	-		
Cash Payment	E 101-45200-228 Park Equipment Supplie	Flags		\$88.00
Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$88.00
Refer	19002 NELSON ELECTRIC MOTOR REPAI	-		
Cash Payment	E 601-49400-311 Contract Service	Pump		\$1,097.10
Invoice 6728				
Cash Payment	E 602-49450-311 Contract Service	Life Station		\$440.00
Invoice 6721				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$1,537.10
Refer	19003 POSTMASTER	-		
Cash Payment	E 101-41500-413 Office Equipment Rental	Box		\$86.00
Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$86.00
Refer	19004 RELIANCE STANDARD	-		
Cash Payment	G 101-21715 Long-Term Disability	LTD May- June		\$48.98
Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$48.98
Refer	19005 STANDARD INSURANCE CO	-		
Cash Payment	G 101-21708 Life Insurance	Life Insurance		\$10.96
Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> \$10.96
Refer	19006 USA BLUEBOOK	-		

CITY OF MAPLE PLAIN

06/05/14 9:41 AM

Page 3

Payments

Current Period: June 2014

Cash Payment	E 601-49400-227 Utility Maintenance Supp	PW Supplies			\$667.90
Invoice 347034					
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$667.90</b>
Refer	19007	WEST HENNEPIN PUBLIC SAFETY	-		
Cash Payment	E 101-42110-306 Police Administration	Police Service- June			\$36,764.54
Invoice					
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$36,764.54</b>
Refer	19008	WATER CONSERVATION SERVICE	-		
Cash Payment	E 601-49400-227 Utility Maintenance Supp	Leak Budd & Manchester			\$348.90
Invoice 5109					
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$348.90</b>
Refer	19009	XCEL ENERGY	-		
Cash Payment	E 101-43160-381 Electric Utilities	Oak Street			\$12.77
Invoice					
Cash Payment	E 601-49400-381 Electric Utilities	WTP			\$2,006.19
Invoice					
Cash Payment	E 101-43160-381 Electric Utilities	Main Street			\$20.38
Invoice					
Cash Payment	E 101-43160-381 Electric Utilities	Park & Pool			\$38.19
Invoice					
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$2,077.53</b>
Refer	19010	FRONTIER	-		
Cash Payment	E 601-49400-321 Telephone	Alarm and WTP			\$110.62
Invoice					
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$110.62</b>
Refer	19011	CENTERPOINT ENERGY MINNEGA	-		
Cash Payment	E 101-41940-383 Gas Utilities	City Hall			\$163.75
Invoice					
Cash Payment	E 101-41940-383 Gas Utilities	Public Works			\$68.86
Invoice					
Cash Payment	E 601-49400-383 Gas Utilities	WTP			\$119.77
Invoice					
Cash Payment	E 602-49450-383 Gas Utilities	Lift Station			\$69.23
Invoice					
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$421.61</b>
Refer	19012	MN HEALTH DEPT/DRINKING WAT	-		
Cash Payment	E 601-49400-438 Collected for Other Agen	Service Connection Fee			\$985.00
Invoice					
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b>	<b>\$985.00</b>
Refer	19013	CARSON & CLELLAND	-		
Cash Payment	E 101-41610-304 Legal Services	General- McKown			\$886.66
Invoice					
Cash Payment	E 101-41610-304 Legal Services	General- Shenk			\$560.00
Invoice					
Cash Payment	E 101-41610-304 Legal Services	General- MSW/Rainbow Project			\$560.00
Invoice					

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

06/05/14 9:41 AM  
Page 4

**Current Period: June 2014**

<b>Cash Payment</b>	E 101-42110-304 Legal Services	Criminal		<b>\$974.58</b>
Invoice				
<b>Cash Payment</b>	E 101-41610-304 Legal Services	General- Downtown Redevelopment		<b>\$536.67</b>
Invoice				
<b>Cash Payment</b>	E 101-41610-304 Legal Services	Complaint		<b>\$1,073.32</b>
Invoice				
<b>Cash Payment</b>	E 101-41110-304 Legal Services	City Council		<b>\$560.00</b>
Invoice				
<b>Cash Payment</b>	E 101-41610-304 Legal Services	Staff Meetings		<b>\$770.00</b>
Invoice				
<b>Cash Payment</b>	G 101-20217 Subdivision Escrow	KBID		<b>\$70.00</b>
Invoice				
<b>Cash Payment</b>	E 101-41610-304 Legal Services	General		<b>\$956.67</b>
Invoice				
Transaction Date	6/4/2014	Bank of Maple Plain	10100	<b>Total</b> <b>\$6,947.90</b>
Refer	19014 <i>METROPOLITAN COUNCIL ENV SE</i>	-		
<b>Cash Payment</b>	E 602-49450-319 Other Consulting Service	Wastewater Services- July		<b>\$14,401.90</b>
Invoice				
Transaction Date	6/5/2014	Bank of Maple Plain	10100	<b>Total</b> <b>\$14,401.90</b>
Refer	19015 <i>FINLEY BROS., INC</i>	-		
<b>Cash Payment</b>	E 101-45200-530 Improvements Other Tha	Pickleball Striping		<b>\$550.00</b>
Invoice 14-00775				
Transaction Date	6/5/2014	Bank of Maple Plain	10100	<b>Total</b> <b>\$550.00</b>
Refer	19016 <i>TERRAMARK</i>	-		
<b>Cash Payment</b>	E 101-41330-302 Planning Services	Planning Commission		<b>\$227.50</b>
Invoice				
<b>Cash Payment</b>	E 101-41910-302 Planning Services	Staff Meetings		<b>\$262.50</b>
Invoice				
<b>Cash Payment</b>	E 101-41110-302 Planning Services	City Council		<b>\$385.00</b>
Invoice				
<b>Cash Payment</b>	G 101-20217 Subdivision Escrow	KBID		<b>\$840.00</b>
Invoice			Project 2014KB	
<b>Cash Payment</b>	G 101-20218 Variance Escrow	Protolabs		<b>\$735.00</b>
Invoice			Project 2014PL	
<b>Cash Payment</b>	E 101-41910-302 Planning Services	General		<b>\$1,032.50</b>
Invoice				
Transaction Date	6/5/2014	Bank of Maple Plain	10100	<b>Total</b> <b>\$3,482.50</b>
Refer	19017 <i>LEAGUE OF MINNESOTA CITIES</i>	-		
<b>Cash Payment</b>	E 101-41110-331 Training & Travel	2014 Conference- DeLuca		<b>\$125.00</b>
Invoice 199476				
Transaction Date	6/5/2014	Bank of Maple Plain	10100	<b>Total</b> <b>\$125.00</b>
Refer	19018 <i>LEAGUE OF MN CITIES INS TRUST</i>	-		
<b>Cash Payment</b>	E 101-43000-151 Worker s Comp Insuranc	Public Works		<b>\$905.19</b>
Invoice				
<b>Cash Payment</b>	E 601-49400-151 Worker s Comp Insuranc	Water		<b>\$90.21</b>
Invoice				
<b>Cash Payment</b>	E 602-49450-151 Worker s Comp Insuranc	Sewer		<b>\$16.72</b>
Invoice				

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

06/05/14 9:41 AM  
Page 5

Current Period: June 2014

<b>Cash Payment</b>	E 101-41500-151 Worker s Comp Insuranc	Administrative	<b>\$76.69</b>
	Invoice		
<b>Cash Payment</b>	E 101-45200-135 City Volunteer Insurance	Parks	<b>\$38.19</b>
	Invoice		
<b>Cash Payment</b>	E 101-41110-151 Worker s Comp Insuranc	Council	<b>\$8.15</b>
	Invoice		
Transaction Date	6/5/2014	Bank of Maple Plain 10100	<b>Total</b> <u>\$1,135.15</u>

**Fund Summary**

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$66,263.35
601 WATER FUND		\$5,888.94
602 SEWER FUND		\$14,927.85
		<u>\$87,080.14</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$87,080.14
Total	<u>\$87,080.14</u>

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

May 29, 2014

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

Professional Services

	<u>Amount</u>
<u>..Civil</u>	
4/28/2014 Prepare for workshop and meeting; conferences with Tessia review agenda items	350.00
4/30/2014 Conferences with Tessia regarding special assessment (Geise) and issues relating to downtown redevelopment	70.00
5/1/2014 Budd Avenue utility contract--review contract and insurance documents	140.00
5/6/2014 Staff meeting and follow up	420.00
5/7/2014 Prepare for meeting with investigator and Tessia and conference with Tessia; review of file and investigator's letter of engagement	140.00
K-Bid --correspondence to Mark and applicant's attorney regarding parking/access agreements	70.00
5/9/2014 Conference with Tessia and Director Kroell on miscellaneous issues	70.00
5/12/2014 Prepare for meeting, review of agenda; correspondence to Ritts regarding McKown agreement	186.67
City Council meeting with workshop	210.00
5/20/2014 Attend staff meeting	350.00
5/21/2014 Conference with attorney Carson, edit draft ordinance, update files	280.00
Review massage ordinance draft with attorney Thames	70.00
<b>SUBTOTAL:</b>	<b>[ 2,356.67]</b>
<u>.Mckown</u>	
5/7/2014 Review of file, draft agreement for storm water fees and send to Tessia and attorney Ritts	210.00
5/13/2014 Conference with Tessia regarding McKown	23.33
5/14/2014 Correspondence to Ritts, conference with Maggie regarding execution of original agreement	70.00
5/15/2014 Receipt of signed agreement and correspondence to Ritts and conference with Ritts regarding payment	70.00
5/19/2014 Correspondence to Tessia and conference with Maggie regarding property assessments and need for resolution; review information from Hennepin County	233.33
5/21/2014 Review file and draft resolution canceling storm water charges; send to Tessia for agenda	280.00
<b>SUBTOTAL:</b>	<b>[ 886.66]</b>

	<u>Amount</u>
<u>.Shenk</u>	
4/29/2014 Prepare to meet with League of Cities attorney and administrator and meet with them at City Hall; review case	420.00
5/2/2014 Review answers for City provided by League of Cities	93.33
5/19/2014 Review correspondence from attorneys (defense) and conference with Tessia	46.67
	<hr/>
SUBTOTAL:	[ 560.00]
<u>.West Main Street Rainbow Project</u>	
4/28/2014 Review contract for appraiser and conference with Tessia	140.00
5/1/2014 Review contract, insurance documents and bond requirements	186.67
5/5/2014 Review additional information from Dan and conference with Tessia regarding ownership of the Alger property and draft of easement for the Alger Property	210.00
5/22/2014 Conference with Tessia regarding West Main Project	23.33
	<hr/>
SUBTOTAL:	[ 560.00]
<u>Criminal</u>	
4/30/2014 Review discovery, correspondence with defense attorneys, victims, jury trial preparation, note files	23.75
Phone with public defender	23.75
Review voicemails and emails regarding criminal matters	15.83
5/1/2014 Correspondence with defense attorneys, defendants, witnesses, review motion documents and discovery, jury trial/pretrial preparation, note files	71.25
File preparation	47.50
Preparation of one complaint	40.00
5/2/2014 Assist in handling May 2, 2014 arraignment/pretrial calendar, jury trial/pretrial calendar preparation, correspond with court, defense attorneys	79.17
Prepare dispositions	15.83
5/7/2014 Maple Plain vs. Chapman--Prepare release agreements, phone call with defense attorney	95.00
5/15/2014 Preparation for 5/16 cases	55.42
5/16/2014 Attend arraignments and pretrial hearings	158.33
5/19/2014 Prepare disposition letter regarding 5/16 cases	95.00
5/23/2014 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	105.00
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	113.75
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	17.50
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	17.50

	<u>Amount</u>
SUBTOTAL:	[ 974.58]
<u>Downtown Redevelopment</u>	
5/1/2014 Prepare and meet with Tessia and Palmquist	326.67
5/12/2014 Review Palmquist contract and draft amendment and send to Palmquist for approval	210.00
SUBTOTAL:	[ 536.67]
<u>Sarah Mann Complaint</u>	
5/2/2014 Review Hennepin County investigation and conference with Tessia	140.00
5/5/2014 Review League representative correspondence (Beety) and conferences with Tessia; correspondence to the City Council regarding the investigation and conference with Mike DeLuca	280.00
5/8/2014 Prepare and meet with investigator at City Hall and conferences with Tessia regarding process; review of leave correspondence for Mann and Doyle	350.00
5/13/2014 Conference with Tessia regarding Mann	23.33
5/14/2014 Conference with Chief Eisinger and correspondence to Tessia and attorney Madia	93.33
5/15/2014 Conference with Chief Eisinger and Tessia and correspondence to attorney Madia regarding turn-out gear	70.00
5/16/2014 Review correspondence regarding Mann from 5/15, conference with investigator (Annette)	93.33
5/22/2014 Conference with Tessia regarding Mann	23.33
SUBTOTAL:	[ 1,073.32]
<b>For professional services rendered</b>	<b>\$6,947.90</b>
<b>Previous balance</b>	<b>\$8,209.87</b>
5/16/2014 Payment - thank you	(\$8,209.87)
<b>Total payments and adjustments</b>	<b>(\$8,209.87)</b>
<b>Balance due</b>	<b>\$6,947.90</b>

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



6015 Cathcart Drive  
Shorewood, MN 55331

May 15, 2014

Invoice No: 0010-2014

**City of Maple Plain**  
P.O. Box 97  
1620 Maple Avenue  
Maple Plain, MN 55359

**ATTENTION:** Tessia Melvin  
**PROJECT:** General Planning 1st Qtr., 2014  
**PROJECT NO.:** 2014-004-2

For all Professional Services as Follows:

Hours Amount

For all Professional Services as Follows:		Hours	Amount
21-Jan-14	Prepare public hearing notice for Planning Commission Meeting	0.75	\$52.50
24-Jan-14	Review/respond to questions from appraiser RE: properties on Boundary	0.75	\$52.50
29-Jan-14	Correspondence with Central Bank RE: property uses on Highway 12	0.25	\$17.50
30-Jan-14	Correspondence/provide information to Central Bank RE: property uses on Highway 12	1.00	\$70.00
31-Jan-14	Review new house building permit to determine setbacks based on past subdivision	0.75	\$52.50
3-Feb-14	Correspondence/follow-up with potential buyer of Villamil property	0.50	\$35.00
4-Feb-14	Staff Meeting	1.00	\$70.00
12-Feb-14	Correspondence/follow-up with potential buyer of Villamil property	0.50	\$35.00
13-Feb-14	Planning Commission Meeting	1.00	\$70.00
19-Feb-14	Prepare monthly activity report	0.50	\$35.00
24-Feb-14	Prepare information for City Council Meeting	0.75	\$52.50
24-Feb-14	Review questions RE: fees for Rose Creek Subdivision	0.25	\$17.50
24-Feb-14	City Council Meeting	1.00	\$70.00
3-Mar-14	Respond to question and provide information RE: fees for Rose Creek Subdivision	1.00	\$70.00
3-Mar-14	Review/determine flag lot eligibility on Main Street	1.50	\$105.00
4-Mar-14	Correspondence/provide information with boat storage owner about expansion	0.75	\$52.50
6-Mar-14	Review/determine potential to subdivide or combine property on Main Street	0.75	\$52.50
12-Mar-14	Correspondence with Budd Avenue property owner RE: access questions	0.25	\$17.50
17-Mar-14	Review and provide Villamil land use study to potential investor in property	1.00	\$70.00
20-Mar-14	Prepare monthly activity report	0.75	\$52.50
20-Mar-14	Staff Meeting	1.00	\$70.00
31-Mar-14	Prepare public hearing notice for Planning Commission Meeting	0.50	\$35.00
3-Apr-14	Correspondence with owner of Main Street property about possible subdivision	0.50	\$35.00
4-Apr-14	Staff Meeting	0.75	\$52.50
10-Apr-14	Correspondence with resident RE: shed requirements for property on Maple Ridge	0.25	\$17.50
14-Apr-14	Correspondence with staff RE: miscellaneous planning items	0.25	\$17.50
17-Apr-14	Correspondence with potential buyer of Oak Street property RE: possible basement	0.50	\$35.00
17-Apr-14	Planning Commission Meeting	1.00	\$70.00
24-Apr-14	Staff Meeting	1.00	\$70.00
24-Apr-14	Correspondence/ review with Verizon representative RE: possible cell tower addition	0.50	\$35.00
24-Apr-14	Review application requirements with staff for Rose Creek Builders	0.50	\$35.00
25-Apr-14	Prepare monthly activity report	1.00	\$70.00
25-Apr-14	Correspondence with resident RE: fence requirements for property on Maple Ridge	0.25	\$17.50
25-Apr-14	Correspondence with potential buyer of property about pool requirements	0.25	\$17.50
28-Apr-14	Correspondence/ review with Verizon representative RE: possible cell tower addition	0.50	\$35.00
28-Apr-14	Correspondence with property owner RE: possible building addition	0.50	\$35.00



28-Apr-14	Correspondence/provide info with resident about accessory building requirements	0.50	\$35.00
28-Apr-14	Prepare presentation information for City Council Meeting	0.50	\$35.00
28-Apr-14	City Council Meeting	1.00	\$70.00
29-Apr-14	Correspondence with person RE: buying cell tower lease	0.25	\$17.50
29-Apr-14	Review Verizon file for CUP language RE: possible cell tower addition	0.25	\$17.50
30-Apr-14	Review Verizon file for CUP language RE: possible cell tower addition	0.25	\$17.50
30-Apr-14	Correspondence/ review with Verizon representative RE: possible cell tower addition	0.25	\$17.50

**General Planning Services Total: \$1,907.50**

**PASS THROUGH**

**K-Bid Subdivision**

30-Jan-14	Review engineering comments/correspondence with City	1.00	\$70.00
10-Feb-14	Prepare staff report for PC Meeting	4.00	\$280.00
11-Feb-14	Review revised survey	0.50	\$35.00
18-Feb-14	Prepare resolution and staff report for City Council	2.00	\$140.00
19-Feb-14	Prepare resolution and staff report for City Council	1.50	\$105.00
7-Mar-14	Correspondence with K-Bid RE: City Council approval	0.25	\$17.50
7-Apr-14	Correspondence with K-Bid RE: plat	0.50	\$35.00
7-Apr-14	Review revised plans per CC conditions of approval	0.75	\$52.50
9-Apr-14	Review revised plans per CC conditions of approval/correspondence with applicant	0.50	\$35.00
24-Apr-14	Review proposed change to plat/correspondence with City	1.00	\$70.00

**K-Bid Subdivision Services Total: \$840.00**

**Proto Labs Site Plan Review**

18-Feb-14	Review preliminary site plan/provide setback information	0.50	\$35.00
27-Feb-14	Correspondence with engineer RE: stormwater requirements	0.50	\$35.00
28-Feb-14	Correspondence with engineer RE: stormwater requirements	0.25	\$17.50
10-Mar-14	Correspondence with Proto Labs RE: application requirements	0.25	\$17.50
25-Mar-14	Correspondence with Proto Labs RE: application requirements	0.25	\$17.50
2-Apr-14	Correspondence with applicant RE: PSCW review requirements	0.25	\$17.50
11-Apr-14	Prepare staff report for PC Meeting	3.50	\$245.00
14-Apr-14	Prepare staff report for PC Meeting	1.25	\$87.50
15-Apr-14	Correspondence with PSCW RE: review requirements	0.25	\$17.50
15-Apr-14	Correspondence with applicant RE: lighting requirements	0.25	\$17.50
24-Apr-14	Correspondence with PSCW RE: review requirements	0.50	\$35.00
24-Apr-14	Prepare staff report and resolution for City Council	2.75	\$192.50

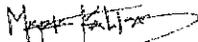
**Proto Labs Site Plan Review Services Total: \$735.00**

**Professional Planning Services Total: \$3,482.50**

Terms: 25 Days from Receipt of Invoice  
1.5% Per Month (18% per Year) Service Charge Applied from Invoice Date  
if Payment Is Not Received Within 25 Days Of Invoice Receipt Date

Thank you,

**Terramark**

  
Mark Kaltsas, PLA  
President



Agenda Information Memorandum  
June 9<sup>th</sup>, 2014 - Maple Plain City Council

**V. CONSENT AGENDA**

**D. MAIN ST. W. AND RAINBOW AVE. – UTILITY AND STREET IMPROVEMENTS –  
PAYMENT REQUEST NO. 1**

**ACTION TO BE CONSIDERED**

To approve payment to LaTour Construction Inc. in the amount of \$238,388.73 for work done through June 4, 2014 on the above referenced project.

**FACTS**

- LaTour Construction Inc. began work on the project in May 2014.
- This payment request reflects work on removals and utility improvements to date.
- At this time, the Contractor is working on utilities along Main Street West in the Phase 2 area.
- Several rain events since construction started have affected the contractor's construction schedule as well as access to properties. The Contractor has concentrated his efforts on the utilities in Phase 2 at this time.
- The reclaimed material in excavation areas is not holding up for access due to wet clay.
- Crushed rock will be brought in and worked into the clay to help stabilize it.
- Gravel will be added on top of the crushed rock for access.
- Residents have been encouraged to use non-project streets for parking, especially after rain events.

**ATTACHMENTS**

Attached on page(s) \_\_\_\_ through \_\_\_\_ is Payment Request No. 1 and Construction Phasing Figure.



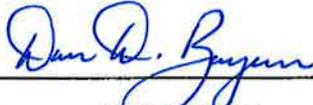
Owner: City of Maple Plain, 1620 Maple St., P.O.Box 97, Maple Plain, MN 55359	Date: June 4, 2014
For Period: 5/4/2014 to 6/4/2014	Request No: 1
Contractor: LaTour Construction, Inc., 2134 County Rd. 8, Maple Lake MN 55358	

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

SUMMARY

1	Original Contract Amount		\$	<u>2,812,476.61</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>2,812,476.61</u>
5	Value Completed to Date		\$	<u>250,935.51</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>250,935.51</u>
8	Less Retainage 5%		\$	<u>12,546.78</u>
9	Subtotal		\$	<u>238,388.73</u>
10	Less Amount Paid Previously		\$	<u>0.00</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>1</u>		\$	<u><u>238,388.73</u></u>

Recommended for Approval by:  
**STANTEC**



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

 7/4/14

Approved by Owner:  
**CITY OF MAPLE PLAIN**

\_\_\_\_\_  
 \_\_\_\_\_

Specified Contract Completion Date:

\_\_\_\_\_

Date:

\_\_\_\_\_

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>PART A: MAIN STREET WEST IMPROVEMENTS</b>							
<b>PART A.1: MAIN STREET WEST SANITARY SEWER</b>							
1	MOBILIZATION	LS	1	39000.00	1	1	\$39,000.00
2	REMOVE SANITARY SEWER PIPE	LF	2750	2.15	737	737	\$1,584.55
3	REMOVE SANITARY SEWER MANHOLE	EA	9	410.00	2	2	\$820.00
4	REMOVE SANITARY SEWER SERVICE PIPE	LF	1900	0.01	129	129	\$1.29
5	BYPASS PUMPING	LS	1	12260.00	0.5	0.5	\$6,130.00
6	IMPROVED PIPE FOUNDATION	LF	1400	5.00			\$0.00
7	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	5	1300.00	1	1	\$1,300.00
8	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EA	1	2830.00	1	1	\$2,830.00
9	4' DIAMETER SANITARY SEWER MANHOLE	EA	9	2150.00	2	2	\$4,300.00
10	4' DIAMETER SANITARY SEWER MANHOLE OVERDEPTH	LF	30	85.00	4.91	4.91	\$417.35
11	8" PVC SANITARY SEWER, SDR-35	LF	2800	33.00	737	737	\$24,321.00
12	8" PLUG	EA	1	91.00			\$0.00
13	4" X 8" PVC WYE	EA	60	291.00	15	15	\$4,365.00
14	4" PVC SANITARY SEWER SERVICE, SCH 40	LF	2000	22.35	129	129	\$2,883.15
15	RECONNECT SANITARY SEWER SERVICE	EA	55	271.00	4	4	\$1,084.00
16	ABANDON SANITARY SEWER SERVICE	EA	13	91.00			\$0.00
17	TELEWISE SANITARY SEWER	LF	2800	0.60			\$0.00
TOTAL PART A.1: MAIN STREET WEST SANITARY SEWER							\$89,036.34
<b>PART A.2: MAIN STREET WEST WATERMAIN</b>							
18	REMOVE WATERMAIN PIPE	LF	1800	2.85	922	922	\$2,627.70
19	ABANDON WATERMAIN PIPE	LF	1170	4.00	390	390	\$1,560.00
20	REMOVE HYDRANT	EA	6	355.00	1	1	\$355.00
21	REMOVE GATE VALVE	EA	9	210.00	2	2	\$420.00
22	REMOVE WATER SERVICE PIPE	LF	1800	0.01	167	167	\$1.67
23	TEMPORARY WATERMAIN	LS	1	12635.00	0.5	0.5	\$6,317.50
24	IMPROVED PIPE FOUNDATION	LF	1500	4.00			\$0.00
25	1" CORPORATION STOP	EA	60	144.00	4	4	\$576.00
26	1" CURB STOP AND BOX	EA	60	288.00	4	4	\$1,152.00
27	SERVICE SADDLE	EA	60	135.00	4	4	\$540.00
28	1" TYPE K COPPER WATER SERVICE	LF	2320	20.35	167	167	\$3,398.45
29	RECONNECT TO EXISTING WATER SERVICE	EA	54	170.00	4	4	\$680.00
30	6" GATE VALVE AND BOX	EA	10	1415.00	5	5	\$7,075.00
31	8" GATE VALVE AND BOX	EA	9	1875.00	2	2	\$3,750.00
32	12" GATE VALVE AND BOX	EA	1	3175.00			\$0.00
33	6" PVC WATERMAIN, C900	LF	400	24.00	103	103	\$2,472.00
34	8" PVC WATERMAIN, C900	LF	2850	28.50	560	560	\$15,960.00
35	12" PVC WATERMAIN, C900	LF	20	47.00			\$0.00
36	6" PLUG	EA	6	139.00	1	1	\$139.00
37	6" X 8" TEE	EA	16	513.00	6	6	\$3,078.00
38	8" X 8" TEE	EA	4	600.00			\$0.00
39	6" X 8" REDUCER	EA	3	282.00			\$0.00
40	8" x 12" REDUCER	EA	1	475.00			\$0.00
41	8" 45 DEGREE BEND	EA	2	350.00	0.785	0.785	\$274.75
42	HYDRANT	EA	9	4000.00	3	3	\$12,000.00
43	WATERMAIN OFFSET	EA	5	1300.00	1	1	\$1,300.00
44	ABANDON WATER SERVICE	EA	7	0.01			\$0.00
45	CONNECT TO EXISTING WATERMAIN	EA	5	1530.00	2	2	\$3,060.00
46	4" INSULATION	SY	50	54.00			\$0.00
TOTAL PART A.2: MAIN STREET WEST WATERMAIN							\$66,737.07
<b>PART A.3: MAIN STREET WEST STORM SEWER</b>							
47	REMOVE STORM SEWER PIPE	LF	2850	7.50	154	154	\$1,155.00
48	REMOVE STORM SEWER STRUCTURE	EA	7	325.00			\$0.00
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
53	72" DIAMETER CATCH BASIN MANHOLE	EA	2	3460.00			\$0.00
54	84" DIAMETER CATCH BASIN MANHOLE	EA	1	6700.00			\$0.00
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			\$0.00
61	12" FLARED END SECTION	EA	4	675.00			\$0.00
62	CONNECT TO EXISTING STORM SEWER PIPE	EA	1	875.00			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
	TOTAL PART A.3: MAIN STREET WEST STORM SEWER						\$1,155.00
	<b>PART A.4: MAIN STREET WEST STREET</b>						
63	MOBILIZATION	LS	1	12000.00	0.5	0.5	\$6,000.00
64	CLEARING AND GRUBBING	LS	1	3150.00	1	1	\$3,150.00
65	REMOVE TREE	EA	15	525.00	27	27	\$14,175.00
66	REMOVE SHRUB	EA	20	52.00	58	58	\$3,016.00
67	REMOVE STUMP	EA	1	160.00	2	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	771	\$2,313.00
70	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	100	6.10			\$0.00
71	REMOVE BITUMINOUS PAVEMENT	SY	8200	4.15	5655	5655	\$23,468.25
72	REMOVE DRAIN TILE	LF	1350	1.05			\$0.00
73	REMOVE RETAINING WALL	LF	250	12.75	290	290	\$3,697.50
74	REMOVE BOLLARD	EA	4	116.00			\$0.00
75	SAWING BITUMINOUS PAVEMENT	LF	910	3.15	331	331	\$1,042.65
76	SAWING CONCRETE PAVEMENT	LF	40	4.15			\$0.00
77	REMOVE SIGN	EA	16	26.15	16	16	\$418.40
78	TEMPORARY MAILBOXES	LS	1	3800.00	0.5	0.5	\$1,900.00
79	SALVAGE AND REINSTALL FENCE	LF	50	7.65	141	141	\$1,078.65
80	SALVAGE AND REINSTALL YARD LIGHT	EA	2	515.00			\$0.00
81	SALVAGE AND REINSTALL TREE	EA	4	235.00			\$0.00
82	COMMON EXCAVATION (EV)	CY	10500	11.65	1150	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	73	73	\$730.00
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
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	0.5	0.5	\$2,322.50
115	STREET SWEEPER (WITH PICKUP BROOM)	HR	20	155.00	7.5	7.5	\$1,162.50
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	566	\$1,047.10
119	PROTECTION OF CATCH BASIN, NON-STREET	EA	15	210.00	2	2	\$420.00
120	PROTECTION OF CATCH BASIN, STREET	EA	33	190.00			\$0.00
121	CULVERT PROTECTION	EA	5	65.00	3	3	\$195.00
122	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	5	1225.00	3	3	\$3,675.00
123	BIOROLL	LF	150	2.95	100	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

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
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						<u>\$83,824.05</u>

**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	TELEWISE SANITARY SEWER	LF	1300	0.60			\$0.00
	TOTAL PART B.1: RAINBOW AVENUE SANITARY SEWER						<u>\$0.00</u>

**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
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						<u>\$0.00</u>

**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						<u>\$0.00</u>

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>PART B.4: RAINBOW AVENUE STREET</b>							
187	MOBILIZATION	LS	1	4600.00	0.5	0.5	\$2,300.00
188	REMOVE TREE	EA	5	425.00	7	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	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
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	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
<b>PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS</b>							
242	REMOVE TREE	EA	10	420.00	5	5	\$2,100.00
243	REMOVE SHRUB	EA	4	52.00			\$0.00
244	TREE TRIMMING	LS	1	1575.00	1	1	\$1,575.00
245	REMOVE DEBRIS - RAVINE	LS	1	1050.00			\$0.00
246	REMOVE STORM SEWER PIPE	LF	500	9.00			\$0.00
247	REMOVE CONCRETE BOX CULVERT	LF	89	75.00			\$0.00
248	REMOVE STORM SEWER STRUCTURE	EA	2	450.00			\$0.00
249	SALVAGE AND REINSTALL STORM SEWER PIPE	LF	60	30.00			\$0.00
250	SALVAGE AND REINSTALL FLARED END SECTION	EA	1	490.00			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
251	SALVAGE AND REINSTALL STORM SEWER STRUCTURE	EA	1	1035.00			\$0.00
252	SALVAGE AND REINSTALL TREE	EA	4	235.00			\$0.00
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			\$0.00
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			\$0.00
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			\$0.00
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			\$0.00
270	DECIDUOUS TREE 2.5" CAL. B&B	EA	10	390.00			\$0.00
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			\$0.00
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			\$0.00
TOTAL PART C: RAINBOW PARK STORM SEWER AND RAVINE IMPROVEMENTS							\$3,675.00
<b>PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS</b>							
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
<b>ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING</b>							
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							\$89,036.34
TOTAL PART A.2: MAIN STREET WEST WATERMAIN							\$66,737.07
TOTAL PART A.3: MAIN STREET WEST STORM SEWER							\$1,155.00
TOTAL PART A.4: MAIN STREET WEST STREET							\$83,824.05
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							\$3,675.00
TOTAL PART D: HALGREN ROAD WATERMAIN IMPROVEMENTS							\$0.00
TOTAL ALTERNATE NO. 1: RAINBOW PARK PARKING LOT PAVING							\$0.00
<b>TOTAL WORK COMPLETED TO DATE</b>							<b>\$250,935.51</b>

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
-----	------	------	----------------------	---------------	---------------------	---------------------	-------------------

**PROJECT PAYMENT STATUS**

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

**CHANGE ORDERS**

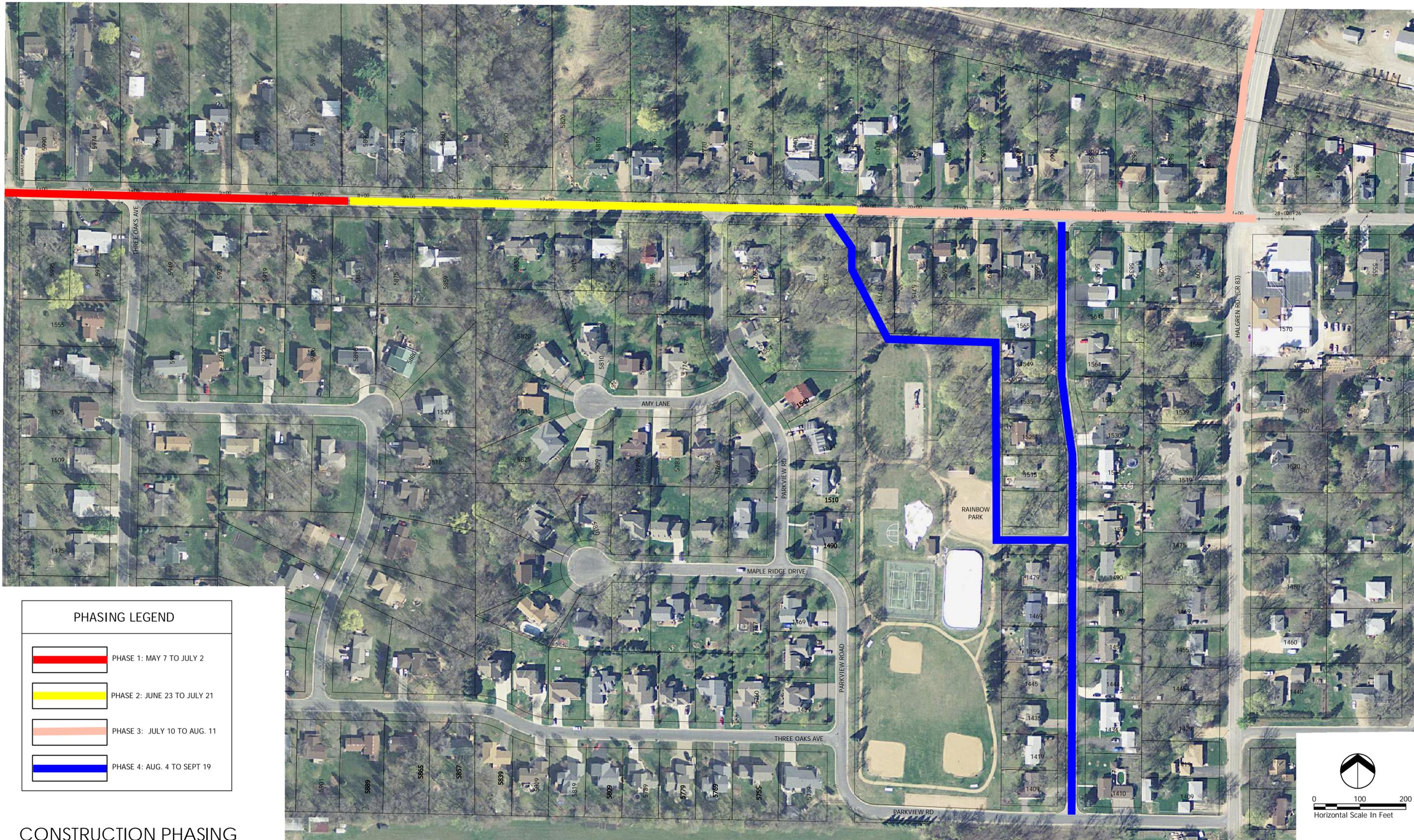
No.	Date	Description	Amount
<b>Total Change Orders</b>			

**PAYMENT SUMMARY**

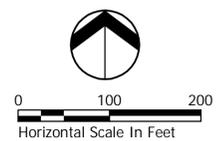
No.	From	To	Payment	Retainage	Completed
1	05/04/2014	06/04/2014	238,388.73	12,546.78	250,935.51

**Material on Hand**

Total Payment to Date		\$238,388.73	Original Contract	\$2,812,476.61
Retainage Pay No. 1		12,546.78	Change Orders	
Total Amount Earned		\$250,935.51	Revised Contract	\$2,812,476.61



PHASING LEGEND	
	PHASE 1: MAY 7 TO JULY 2
	PHASE 2: JUNE 23 TO JULY 21
	PHASE 3: JULY 10 TO AUG. 11
	PHASE 4: AUG. 4 TO SEPT 19



## CONSTRUCTION PHASING

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

FIGURE 1





Agenda Information Memorandum  
June 9, 2014 Maple Plain City Council

**8. ADMINISTRATIVE REPORTS**  
**A. PICKLEBALL EQUIPMENT ESTIMATES**

**ACTION TO BE CONSIDERED**

To provide an update on the the Pickleball Court Striping at the Rainbow Park tennis courts and the purchasing of pickleball equipment.

**FACTS**

- At the January 21, 2014 Park Commission meeting, the Commission discussed the possibility of creating a dual purpose for the Rainbow Park tennis courts.
- In addition to using the courts for tennis, it was suggested that the courts be striped to allow for the game of Pickleball as well.
- This type of dual purpose is becoming very popular and practiced in many other cities in Minnesota and elsewhere.
- At the March 18, 2014 Park Commission meeting, the Commission recommended to the Council striping the tennis courts for Pickleball.
- At the April 14, 2014 City Council workshop meeting, the Council approved striping the courts.
- **City Staff received the following estimates from contractors for striping:**
  - **Surface Pro:** \$550/Court
  - **C&H Sports:** \$300/Court
  - **Lee Sports Surfacing:** \$400/Court
  - **Finley Bros:** \$275/Court\*\*\*
- The City contracted with Finley Brothers to do the striping. The striping was completed at the end of May.
- City staff recommends the purchasing of pickleball equipment in which residents would be able to check out from City Hall for use.
- City Staff researched the cost of pickleball equipment:
  - **Amazon-** Two “Diller” Paddles with 4 Pickleballs - \$38.99 – Free Ship
  - **Amazon-** One Dozen Pickleballs - \$17.50 (\$1.46 each) – Free Ship
  - **Pickleball Paddles Plus-** \$22.00 per “Diller” paddle – No Free Ship
  - **Pickleball Paddles Plus-** Six Pickleballs - \$6.95 (\$1.16 each) – No Free Ship
  - **Sears-** Two “Diller” Paddles - \$44.49 – No Free Ship
  - **Sears-** One Dozen Pickleballs - \$33.86 (\$2.83 each) – No Free Ship
- The Planning Commission moved to recommend to the Council purchasing the 4 Diller Paddles and 8 Pickleballs from Amazon.

**ATTACHMENTS**

Attached on page(s) \_\_\_\_ through \_\_\_\_ are images of pickleball equipment and a picture of the Rainbow Park tennis courts with the new pickleball striping.







Agenda Information Memorandum  
June 9, 2014 Maple Plain City Council

**9. OLD BUSINESS**

**A. MCES 2013 INFLOW & INFILTRATION GRANT REIMBURSEMENT REQUESTS**

**ACTION TO BE CONSIDERED**

To receive an update on the inflow and infiltration grant through Metropolitan Council Environmental Services (MCES) and to approve the reimbursement of grant funds to residents with completed I/I projects.

**FACTS**

- MCES asked the City of Maple Plain to participate in the grant program.
- Maple Plain is one of fifty cities in the metro that are eligible for the grant due to high reported inflow and infiltration.
- The grant allocated \$1,000,000 in funding to private property owner's to assist with I/I repairs.
- The grant functions off of a "first come, first serve" basis.
- For properties that apply, the MCES grant will cover up to one-third of actual, reasonable and verifiable repair costs, with a maximum of \$2,000 per site.
- Staff sent informational flyers to property owners to garner interest from residents with Inflow & Infiltration issues.
- Staff received 10 applications to from residents seeking grant money to fix I/I issues on their property.
- Nine properties qualified for grant funding.
- MCES has provided the City with \$7,194.53 in grant funds to start to reimburse to residents upon completion of their I/I work.
- Currently, 4 of the residents have completed the work and are seeking reimbursement.

<b>Name</b>	<b>Address</b>	<b>Project Cost</b>	<b>Eligible Project Reimbursement (1/3)</b>
Jacob Altendorf	1500 Halgren Road	\$3,390.00	\$1,130.00
Scott Fix	5120 Main Street East	\$3,165.00	\$1,055.00
Leigh Ann Martin	5770 Main Street West	\$2,778.58	\$926.19
Matt Kelly	1739 Howard Avenue	\$2,900.00	\$966.67

**ATTACHMENTS**

Attached on page(s) \_\_\_\_\_ through \_\_\_\_\_ is information on the grant, and other applicable information.

# PROPERTY OWNERS: Need help repairing a leaky sewer pipe or disconnecting a foundation drain?



## MCES AND YOUR CITY ARE WORKING TO REDUCE I/I

Metropolitan Council Environmental Services (MCES) has measured excessive flow of clear water (also called inflow and infiltration, or I/I) into the regional sanitary sewer system from your city.

Clear water gets into sanitary sewers in several ways. Two common private sources are aging, leaky service laterals that run from houses and other buildings to the street sewer pipe, and foundation drains that are connected to the sewer system.

**It's an environmental problem.** I/I can cause sewage back-ups into homes or spills into the environment. And once the clear water gets into the sewer, it will be treated, discharged into a river, and lost to Minnesota instead of infiltrating into our groundwater aquifers for use by future generations.

**It's a costly problem, too.** Property owners, through their municipal utility bills, pay for the unnecessary treatment of this clear water, which takes up expensive capacity in sewer pipes and treatment plants.

Your city is working to reduce I/I in your local sewer system. Your property may have been inspected already, with the result that you need to make repairs. Or an inspection may be in your future.

## GRANTS ARE AVAILABLE TO DEFRAY THE COST

The 2013 Minnesota Legislature appropriated \$1,000,000 in Clean Water Fund monies to help property owners make certain repairs to reduce I/I. MCES is passing 100% of that funding on to cities, which are also passing it on to property owners. Cities are administering the grant program.



# ELIGIBLE REPAIRS

## Repairs eligible for a grant include:

- Rehabilitation or replacement of any sewer service lateral between the first cleanout inside the building to the connection to the municipally owned trunk or lateral sewer system.
- Disconnection of foundation drains.

In order to qualify for reimbursement, the service line or foundation drain must be active and serving an occupied building. All replacements and repairs must be made with materials and methods consistent with city and state codes.

# ELIGIBLE COSTS

MCES grants will cover **one-third of actual, reasonable and verifiable repair costs, with a maximum of \$2,000 per site.** Eligible costs include:

Out-of-pocket repair costs. **No owner labor costs are eligible.**

- Inspection costs are eligible ONLY if the service line inspection results in eligible repairs.
- Expenses incurred for work inspected no earlier than July 1, 2013.

## FOR MORE INFORMATION

Each city's program may be a little different, so it is best to contact your city for more information about the application process.

Visit [www.metrocouncil.org](http://www.metrocouncil.org) to learn more about inflow and infiltration, as well as the Council's award-winning regional wastewater system.



# HOW THE GRANT PROCESS WORKS

1. Call your city or check their website for a grant application. At a minimum, you will be asked to supply this information:
  - Owner name and building address
  - Type of building (single family, multi-family, commercial)
  - Date and copy of contractor bid/estimate
  - Type of work proposed
2. Cities will compile applications and submit them to MCES monthly. MCES will review the technical details and approve grants by applicant. Grant applications may take several weeks to be reviewed and processed.
3. Your city will notify you of a grant decision and maximum award amount.
4. When the work is complete, you submit receipts to your city to get reimbursed.
5. Your city will submit information to MCES certifying that the work for each grant was done and that auditable records are in hand.
6. Talk to your city about how and when they will reimburse you.

Sub-total Sum of Bud/Estimate Amounts	\$24,681.08	Sub-total Average	Sub-totals	\$21,583.58	\$7,194.53
---------------------------------------	-------------	-------------------	------------	-------------	------------

PROJECT INFORMATION									GRANT INFORMATION					GRANTEE INFORMATION	
City	Owner Name	Building Address	Contractor Name	Contractor Bid/Work Done Date	Copy Included? Y/N	Bid/Estimate Amount	Type of Building SF,MF,C	Type of Work Proposed: Service Line Repair Service Line Replacement Foundation Drain Disconnect	Approved? Y/N	Approved Amount	Reason if denied	Grant Amount	In Initial Grant Agreement Y/N	Grant Agreement Number	Grantee City
Maple Plain	Beck, David	1475 Halgren Rd, Maple Plain, 55359	J. Reed Excavating	18-Jun-2012	Y	\$3,097.50	SF	Service Line Replacement	N	\$0.00		\$0.00	Y	SG2014-003	Maple Plain
Maple Plain	Altendorf, Jacob	1500 Halgren Rd, Maple Plain, 55359	Volkenant Inc.	26-Sep-2013	Y	\$3,390.00	SF	Service Line Replacement	Y	\$3,390.00		\$1,130.00	Y	SG2014-003	Maple Plain
Maple Plain	Shelp, John	1666 Howard Ave.	Brian Clark Westonka Sewer & W	2-Dec-2013	Y	\$1,550.00	SF	Service Line Repair	Y	\$1,550.00		\$516.67	Y	SG2014-003	Maple Plain
Maple Plain	Heinzer, Judd	1739 Baker Park Rd., Maple Plain, 55355	Ouverson Sewer & Water	6-Dec-2013	Y	\$1,200.00	SF	Service Line Repair	Y	\$1,200.00		\$400.00	Y	SG2014-003	Maple Plain
Maple Plain	Fix, Scott	5120 Main St, E.	Ouverson Sewer & Water	9-Oct-2013	Y	\$3,165.00	SF	Service Line Replacement	Y	\$3,165.00		\$1,055.00	Y	SG2014-003	Maple Plain
Maple Plain	Gehry, James	5340 Main St.	Ouverson Sewer & Water	6-Dec-2013	Y	\$2,500.00	SF	Service Line Repair	Y	\$2,500.00		\$833.33	Y	SG2014-003	Maple Plain
Maple Plain	Beck, Peter	5536 Main St. W.	Ouverson Sewer & Water	17-May-2013	Y	\$2,650.00	SF	Service Line Repair	Y	\$2,650.00		\$883.33	Y	SG2014-003	Maple Plain
Maple Plain	Jenkins, Jody	5990 Main St.	Ouverson Sewer & Water	6-Dec-2013	Y	\$1,450.00	SF	Service Line Repair	Y	\$1,450.00		\$483.33	Y	SG2014-003	Maple Plain
Maple Plain	Martin, LeighAnn	5770 Main St. W.	Steve Dahlman	5-Sep-2013	Y	\$2,778.58	SF	Service Line Repair	Y	\$2,778.58		\$926.19	Y	SG2014-003	Maple Plain
Maple Plain	Kelly, Matt	1739 Howard Ave.	Ouverson Sewer & Water	3-Oct-2013	Y	\$2,900.00	SF	Service Line Repair	Y	\$2,900.00		\$966.67	Y	SG2014-003	Maple Plain





Agenda Information Memorandum  
June 9, 2014 Maple Plain City Council

**8. ADMINISTRATIVE REPORTS**  
**B. DRAKE AND PERKINS DRAINAGE ISSUES**

**ACTION TO BE CONSIDERED**

To provide Council update on Drake and Perkins drainage issues

**FACTS**

- Residents on Perkins Lane concerned with storm water flooding after heavy rain falls.
- Swale located between the homes of Howard Avenue and Perkins Lane is not flowing properly
- Have asked to meet with City Administrator and City Engineer on Thursday, June 12. at 7 p.m. with about 10-12 neighbors.
- Residents had talked with Interim City Administrator, but did not receive follow-up

**ATTACHMENTS**

There are no attachments.



Agenda Information Memorandum  
June 9, 2014 Maple Plain City Council

**10. ADMINISTRATIVE REPORTS**  
**A. TIMPE FIELD ARTIFICIAL TURF**

**ACTION TO BE CONSIDERED**

To discuss the purchasing of 1440 square feet of artificial turf for an area of Timpe Field that is currently filled with woods chips.

**FACTS**

- At the April 21, 2014 Park Commission meeting, the Commission discussed the purchasing of 1440 square feet of artificial turf for an area of Timpe Field.
- The cost estimate was about \$850.00 to go to a local hardware store to purchase the turf.
- Volunteers from the baseball team would install the turf.
- The Park Commission moved to send the request to the City Council for approval.

**ATTACHMENTS**

None.



Agenda Information Memorandum  
June 9, 2014 Maple Plain City Council

**10. NEW BUSINESS**  
**B. SIGN RETROREFLECTIVITY POLICY**

**ACTION TO BE CONSIDERED**

To approve the Sign Retroreflectivity Policy

**FACTS**

- The Minnesota Department of Transportation issued a revision to the Manual for Uniform Traffic Control Devices. Those revisions included requiring agencies implement a method for managing retroreflectivity of signs.
- The due date for this requirement is June 13, 2014.
- The League of Minnesota Cities created a template for cities.
- “Retroreflectivity” is described as how light is reflected from a surface and returned to its original source.

**ATTACHMENTS**

Attached on page(s) \_\_\_\_ through \_\_\_\_ is the proposals, Sign Retroreflectivity Policy

# **City of Maple Plain, Minnesota Sign Retroreflectivity Policy**

## **Article I. Purpose and Goal.**

The purpose of this policy is to establish how the City of Maple Plain will implement an assessment or management method, or combination of methods, to meet the minimum sign retroreflectivity requirements in the Minnesota Manual on Uniform Traffic Control Devices (MN MUTCD).

Substantial conformance with the MN MUTCD is achieved by having a method in place to maintain minimum retroreflectivity levels. Conformance does not require or guarantee that every individual sign in the city will meet or exceed the minimum retroreflective levels at every point in time.

The goal of this policy is to improve public safety on the City's streets and roads and prioritize the City's limited resources to replace signs.

## **Article II. Applicable Signs.**

This policy applies to all regulatory, warning, and guide signs as set forth in the MN MUTCD.

[Pursuant to Section 2A.8 of the MN MUTCD the City excludes the following signs from the retroreflectivity maintenance guidelines:

- A. Parking, Standing, and Stopping signs (R7 and R8 series)
- B. Walking/Hitchhiking/Crossing signs (R9 series, R10-1 through R10-4b)
- C. Acknowledgment signs, including Memorial signs
- D. All signs with blue or brown backgrounds
- E. Bikeway signs that are intended for exclusive use by bicyclists or pedestrians]

## **Article III. Resource Materials**

The City of Maple Plain has reviewed and relied on numerous resources in adopting this policy. These resource materials include, but are not limited to the following:

- *Methods for Maintaining Traffic Sign Retroreflectivity*, Publication No. FHWA-HRT-08-026, U.S. Department of Transportation, Federal Highway Administration (November 2007).
- *Sign Retroreflectivity Guidebook*, Publication No. FHWA-CFL/TD-09-005, U.S. Department of Transportation, Federal Highway Administration (September 2009).
- *Sign Retroreflectivity: A Minnesota Toolkit*, Minnesota Department of Transportation, Local Road Research Board (June 2010).

- *Traffic Sign Maintenance/Management Handbook*, Report No. 2010RIC10, Version 1.1, Minnesota Department of Transportation (October 2010).
- *LMCIT Sign Retroreflectivity Memo and Model Policy*, League of Minnesota Cities (Final Edition, March 2014).

#### **Article IV. Sign Inventory**

To meet the City of Maple Plain's goal of maintaining sign retroreflectivity above certain levels, the City will maintain a sign inventory of all new or replacement signs installed after the effective date of this policy. The inventory shall indicate the type of sign, the location of the sign, the date of installation or replacement, the type of sheeting material used on the sign face, the expected life of the sign, and any maintenance performed on the sign.

As to existing signs, the City will perform an inventory of all signs covered by this policy. The City recognizes this process will occur over time subject to the City's monetary and human resources. The City expects to complete its sign inventory by July 15, 2017. The City shall record the above information related to new signs to the extent that such information is known and shall also include a statement on the general condition of the sign.

#### **Article V. Removal of Signs**

In recognition of the fact that excess road signs have been shown to reduce the effectiveness of signage, as well as impose an unnecessary financial burden on road authorities, it is the City's policy to remove signs determined to be unnecessary for safety purposes and which are not required to comply with an applicable state or federal statute or regulation. The removal of signs shall be based on the sign evaluation method.

#### **Article VI. Approved Sign Evaluation Method.**

After reviewing the various methods proposed for sign maintenance, the City adopts one or more of the following methods to meet the minimum sign retroreflectivity requirements in the MN MUTCD:

**Nighttime Visual Inspection.** The retroreflectivity of the City's signs is assessed by a trained sign inspector following a formal visual inspection procedure from a moving vehicle during nighttime conditions. Signs that are visually identified by the inspector to have retroreflectivity below the minimum levels will be replaced. The City will visually inspect its signs once every three years, and will rate the signs as "Good", "Fair" or "Poor." Signs rated as "Poor" will be replaced as a first priority as the budget allows. Signs rated "Fair" or "Good" will be reviewed again on the schedule discussed above until replaced by a new sign.

**Expected Sign Life.** The installation date is labeled or recorded when a sign is installed, so that the age of any given sign is known. The age of the sign is compared to the expected sign life. The expected sign life is based on the experience of sign retroreflectivity degradation in the City. Signs older than the expected life will be replaced.

### **Article VII. Sign Replacement.**

The City hereby establishes the following priority order in which road signs will be replaced:

- First priority shall be given to replacing all signs determined not to meet applicable retroreflectivity standards. Top priority shall also be given to replacing missing or damaged signs determined to be of a priority for safety purposes.
- Second priority shall be given to signs determined to be marginal in their retroreflectivity evaluation.
- Third priority shall be given to all remaining signs as they come to the end of their anticipated service life, become damaged, etc.

In addition, within each category above, further priority shall be given to warning and regulatory signs on roads with higher vehicle usage.

After the initial replacement of signs as provided for in this Article or the installation of new signs, the City shall, for the purpose of complying with the requirements of the MN MUTCD, maintain minimum retroreflectivity standards, as budgetary factors allow, by replacing signs as they reach the end of the latter of their (a) warranty period; (b) expected life expectancy for the sheeting material used on the sign; or (c) expected life as determined by an authorized engineering study.

Damaged, stolen, or missing signs may be replaced as needed.

### **Article VIII. Modification and Deviation from Policy.**

The City reserves the right to modify this Sign Retroreflectivity Policy at any time if deemed to be in the best interests of the City based on safety, social, political and economic considerations.

The City Administrator or his or her designee, may authorize a deviation from the implementation of this policy in regard to a particular sign when deemed to be in the best interests of the City based on safety, social, political and economic considerations. Such deviation shall be documented including the reason for the deviation and other information supporting the deviation.

Adopted by the City Council of the City of Maple Plain on this 9th day of June, 2014.

---

City Administrator

---

Council Representative

**RESOLUTION NO:** 14-0609-01

**A RESOLUTION ADOPTING THE RETROREFLECTIVITY SIGN POLICY**

**WHEREAS**, Federal Highway Administration has mandated under the Federal Manual on Uniform Traffic Control Devices requires local governmental units to adopt a plan for sign management to maintain minimum levels of sign retroreflectivity. “Retroreflectivity” is defined as how light is reflected from a surface and returned to the original source.

**WHEREAS**, Minnesota Department of Transportation requires cities to have a Sign Retroreflectivity Policy by June 13, 2014;

**WHEREAS**, the City of Maple Plain has prepared a policy by using the requirements and recommendations of the League of Minnesota Cities;

**WHEREAS**, owner has paid the \$1,872 in full and the City has agreed to cancel the outstanding storm water fees levied against subject property.

**NOW, THEREFORE**, be it **RESOLVED** by The Maple Plain City Council adopted the attached Retroreflectivity Policy Sign Management Plan pursuant to the Federal Manual on Uniform Traffic Control Devices.

Dated: \_\_\_\_\_, 2014. \_\_\_\_\_

ATTEST:

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

\_\_\_\_\_  
Council Representative

The motion for the adoption of the foregoing Resolution was duly seconded by Member \_\_\_\_\_ and, upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said Resolution was declared duly passed and adopted.



Agenda Information Memorandum  
June 9, 2014 Maple Plain City Council

**10. NEW BUSINESS**

**C. AUTHORIZE THE REPLACEMENT OF THE 1996 NEW HOLLAND LX885 SKIDSTEER.**

**ACTION TO BE CONSIDERED**

To authorize the replacement of the 1996 New Holland LX885 Skidsteer

**FACTS**

- The New Holland LX885 was purchased used in 2012 and was projected to last until 2018.
- Staff is concerned about safety concerns.
- The New Holland was needed to be fixed last winter and was out of commission for two weeks. It will need new tires.
- No additional equipment will need to be purchased, except for a bucket, which is included
- Staff uses it probably once a week during the summer and everyday during the winter.
- The dealer will give us a \$9,000 trade in for the equipment, which reduces the price to \$32,609.08 and the projected cost of replacement for 2018 is \$53,860.
- Future replacement of equipment for Public Works is scheduled as follows:
  - 2015: none
  - 2016: Ford F350 \$37,200, CAT Backhoe \$78,856 and Kubota Mower/Attachment \$40,583
  - 2017: none
  - 2018: Pickup \$22,000, Skidsteer \$54,000
  - 2019: None
  - 2020: None
  - 2021: None
- Would be purchased from our Equipment Revolving Fund, which currently has a balance of \$284,968.

**ATTACHMENTS**

Attached on page(s) \_\_\_\_\_ through \_\_\_\_\_ are copies of the trade-in value breakdown for the 1996 New Holland and the invoice for the Bobcat.







Agenda Information Memorandum  
June 9, 2014 - Maple Plain City Council

**10. NEW BUSINESS**  
**D. MAIN STREET WEST AND RAINBOW AVENUE – CHANGE ORDER NO. 2 – RAVINE STABILIZATION**

**ACTION TO BE CONSIDERED**

To consider whether to approve Change Order No. 2 for an amount discussed below for ravine stabilization placed at an existing washout area, north of Main Street, on the above referenced project.

**FACTS**

- The existing ravine slope approximately 100' north of Main Street West and next to the City's Sanitary Sewer Easement experienced erosion after summer storm events in 2013.
- Rip rap at the end of the culvert on the north side of the ravine experienced washing following these same storm events.
- The City approached FEMA representatives about funding repairs to these two areas.
- FEMA indicated the riprap area is fundable because it is man-made, but the natural ravine slope is not eligible for funding.
- The Council directed Staff at their May 12 Council Meeting to get pricing from the contractor, LaTour, about for repairing this washout area since they are doing work in the area.
- Staff met with the Contractor in May to review this washout. The Contractor wants to do this work at the same time as the Rock Check Work (Change Order No. 1).
- The washout is occurring at the natural drainage route for this area. Various material has been placed in this area over the years to try to stabilize the bank.
- Though street flow will now be routed to new storm sewer and then to the low point in the street, this area will still experience runoff from non-street areas during storm events.
- Option No. 1 – Rock Swale – This option would be to correct the washout area and provide a grouted rock swale. The grout is needed due to the steep slope of the existing bank. The cost for this option is \$7,943.62 as shown on the attached proposal.
- Option No. 2 – Turf Reinforcement Mat – This option would correct the washout area and provide a turf reinforcement mat to protect the slope. Since there is still going to be flows coming from non-street areas to this location, slope protection is still needed. This option is still being negotiated at the time of the packet, but is recommended. This option is still being negotiated at the time of the packet, but is estimated to cost less than Option No. 1 as shown on the redlined sheet. The estimate

on the redlined proposal is \$5,767.72, and we plan to have a final number on this item at the meeting.

- Work on the ravine area is being funded from the City's Storm Water Utility Fund.
- We would recommend checking with Pioneer Sarah Creek Watershed Staff for possible funding for this improvement. From previous discussions on rock check funding, Watershed Staff indicated that 10% funding contribution is sometimes used for CIP projects.

## **ATTACHMENTS**

Attached on page(s) \_\_\_\_ through \_\_\_\_ is the proposals, Ravine Slope Location drawing, and Slope Pictures.





RAVINE NOTES:

1. RESTORE CHANNEL BY SHAPING AND SEEDING DISTURBED AREAS WITH STATE MIX 33-261 AND BLANKET DISTURBED SLOPES.
2. SEE SHEET 8.04R FOR ROCK DITCH CHECK DETAILS.
3. STRAW FILTER LOG TO COMPLY WITH MNDOT SPEC. 3897.2A AND SHALL BE INSTALLED PRIOR TO ROCK DITCH CHECK INSTALLATION.

EXISTING 50' WIDE EASEMENT

ROCK DITCH CHECK #2

SEED MIX 33-261 AND BLANKET (TYP.)

20 CY RIP RAP CL IV

SEED MIX 25-141 AND TURF REINFORCEMENT MAT (TRM)

STRAW FILTER LOG (TYP.)

ROCK DITCH CHECK #1

SEED MIX 25-151 AND BLANKET (TYP.)

Approximate Ravine Slope Stabilization Area

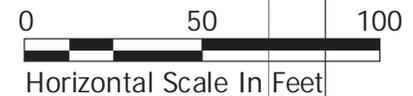
SEE BELOW

SEED MIX 25-151 AND BLANKET, CAT. 4 (TYP.)

City 20' Easement for Sanitary Sewer

MIX 25-141 BLANKET, T. 4 (TYP.)

13 CY RIP RAP CL IV



# Ravine Slope Restoration

**North Ravine area looking west from Driveway**



**North Ravine area slope looking westerly**

