AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
MAY 23, 2016
6:30 PM

1. WELCOME

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. ADOPT AGENDA

5. **CONSENT AGENDA**
A. Accounts Payable
B. May 9, 2016, City Council Meeting Minutes
C. April 7, 2016, Planning Commission Meeting Minutes

6. **ADMINISTRATIVE REPORTS**
A. Monthly Planner Report
B. Monthly Engineer Report
C. Monthly West Hennepin Public Safety Report
D. Monthly Administrative Report
E. Monthly Public Works Report

7. NEW BUSINESS

A. Approval of 2015 Audit Report
B. Discussion of Bid Proposals for Street Sign Installation
C. Discussion of Bid Proposals for 2016 Sewer Televising and Jetting
D. Consider a Variance to allow a parking lot expansion on the subject of property 5540 Pioneer Creek Trail.
E. Potential Sale of SAC Credits

8. COUNCIL REPORTS & OTHER BUSINESS
A. Step To It Raffle winners
B. Attitude of Gratitude
C. Maple Plain Museum

9. 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.

10. ADJOURNMENT

RECEPTION FOR CITY ADMINSTRATOR TESSIA MELVIN TO FOLLOW THE MEETING

MINUTES
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
MAY 9, 2016
6:30 PM

1. WELCOME

Mayor Young opened the May 9, 2016 City Council meeting at 6:35 P.M.

2. CALL TO ORDER

Present: Councilmembers Justin McCoy, Dave Eisinger, Julie Maas-Kusske, Mike DeLuca, and Mayor, Jerry Young. Also present City Administrator, Tessia Melvin, City Engineer, Dan Boyum, Director of Public Safety, Gary Kroells, and City Attorney, John Thames

3. PLEDGE OF ALLEGIANCE

4. BOARD OF APPEALS

Mayor Young reconvened the board of appeals.

Robert Winge from the Hennepin County Assessing office shared that the property 24-118-2434-009 owned by Wayne Marshall. The original value of the property was 135,000 dollars. The Hennepin County assessors recommend the property to be adjusted to 110,000 dollars.

City Councilmember Eisinger moves to approve the property value adjustment from 135,000 dollars to 110,000 dollars for property ID 24-118-2434-009. Seconded by Councilmember DeLuca. Motion passed 5 to 0.

5. ADOPT AGENDA

Motion by Councilmember Eisinger to adopt the May 9th City Council Agenda. Seconded by Councilmember McCoy. Motion Passed 5 to 0.

6. CONSENT AGENDA

A. Accounts Payable
B. April 25,2016, City Council Workshop Minutes
C. April 25, 2016, City Council Meeting Minutes
D. March 3, 2016, Planning Commission Meeting Minutes
E. April 7, 2016, Planning Commission Meeting Minutes
F. April 25, 2016, Board of Appeal Minutes

Motion by Councilmember DeLuca to approve the Consent Agenda. Seconded by Councilmember McCoy. Motion Passed 5 to 0.

7. **ADMINISTRATIVE REPORTS**

8. OLD BUSINESS

A. Conduct a Public Hearing with Consideration for a Conditional Use Permit to allow automobile and truck repair on the subject of property 5305 Pioneer Creek Trail.

City Administrator, Tessia Melvin shared that this business has been discussed by City Council in the past, but because proper notification was not executed, the City must hold another public hearing and approval process.

Mark Kaltsas, City Planner shared that the only concerns he heard were regarding outdoor storage. The applicant Bumps shared two striping plans for the site of the business. Mark Kaltsas, City Planner shared Bumps striping plan and shared that 11 parking spaces can be in place with one handicapped parking space. All of these parking spaces would meet City code.

Mayor Young opened the Public Hearing for a Conditional Use Permit to allow automobile and truck repair on the subject of property 5305 Pioneer Creek Trail.

No public comment was heard.

Motion by Councilmember Eisinger to close the public hearing at 6:42 P.M. Seconded by Councilmember Maas-Kusske. Motion Passed 5 to 0.

Motion by Councilmember McCoy to approve a Conditional Use Permit to allow automobile and truck repair on the subject of property 5305 Pioneer Creek Trail. Seconded by Councilmember Eisinger. Motion passed 5 to 0.

9. NEW BUSINESS

A. Approval of Purchase of Office Furniture

City Administrator, Tessia Melvin shared that all that is before City Council today is the price for new office furniture. The Utility Billing Clerk has minimal space needed to preform her job. City Council asked questions regarding necessity and current space restrictions. Councilmember McCoy mentioned that the new administrator furniture could wait until the new administrator starts to give an opinion. Councilmember Eisinger asked if the Utility Billing Clerk furniture could be passed now and the remaining furniture be approved later. City Administrator, Tessia Melvin shared that the budget can reflect the additional furniture in the future.

Motion by Councilmember Eisinger to approve the Utility Billing Clerk furniture. Seconded by Councilmember DeLuca. Motion passed 5 to 0.

B. Approval of Services for GASB 67/68 for Actuary Report for Maple Plain Fire Relief Association

City Administrator, Tessia Melvin received bids for the implementation of GASB 67/68. One bid from the three solicited bids came back. GASB 67/68 need to be implemented per the auditors request.

Motion by Councilmember Deluca to approve the implementation of GASB 67/68. Seconded by Councilmember Eisinger. Motion passed 5 to 0.

C. Approval of Resolution Providing the General Obligation Improvement Bonds

City Administrator, Tessia Melvin introduced Todd Hagen from Ehlers to explain the bonding process. Todd Hagen shared that he has been working with staff regarding the Budd Ave improvements. Option number one has the entire project financing with a street lighting project. The state of Minnesota has deemed this project a Utility project. Because the project is considered a Utility project the City's bond rating of AA is moved up to AA+. This is because the state of Minnesota is guaranteeing the project payments.

Option number two is adding a fourth well into the bonding process with the Budd Ave street project. The project would add an estimated 545,000 dollars to the street project. Special assessments would be implemented to property owners that live off of Budd Ave at 35 Percent. The tax levy would be the same for both projects. Todd Hagen explained that currently the bond interest rates are the third lowest ever recorded. Mayor Young asked if water rates would have to increase to pay for the well portion of the project. City Administrator, Tessia Melvin explained that currently the water fund is doing well and will be able to pay for the well.

Motion by Councilmember Eisinger to approve option 2 for General Obligation Improvement Bonds. Seconded by Councilmember DeLuca. Motion Passed 5 to 0.

Councilmember Eisinger shared that currently the City is unable to use well number 2 in an efficient manner as repairs are needed. This fourth well would be much more efficient and provide a much better service to City residents. Tessia Melvin shared that with well two not operating the City currently has no backup well if a well were to fail. Mayor Young asked when drilling for this new well would begin. City Engineer Dan Boyum responded the earliest this fall with operations beginning next year.

D. Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority: Resolution 16-0509-01

Motion by Councilmember McCoy to approve Resolution 16-0509-01. Seconded by Councilmember DeLuca. Motion passed 5 to 0.

10. COUNCIL REPORTS & OTHER BUSINESS

City Administrator, Tessia Melvin explained that the Step to it program is still going on and the celebration for Step to It will be May 23rd at 5:30 P.M. City Administrator, Tessia Melvin thanked West Hennepin Public Safety and Maple Plain Fire for all the good work they do. Tessia Melvin has received many compliments from residents.

11. 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.

12. ADJOURNMENT

Motion by Councilmember Eisinger to adjourn the May 9, 2016 City Council Meeting at 7:00 P.M. Seconded by Councilmember McCoy. Motion Passed 5 to 0.

MINUTES
MAPLE PLAIN PLANNING COMMISSION
MEETING
MAPLE PLAIN CITY HALL
APRIL 7, 2016
7:00 PM

1. CALL TO ORDER

Present: Chair Michele Bliss and Commissioners John Fay, Stephen Shurson, Barbara Korri, and Mardelle DeCamp. Also in attendance were City Planner, Mark Kaltsas, Councilmember, Dave Eisinger, Recorder Bobby Schoen

Chair Michele Bliss called the April 7, 2016 Planning Commission meeting to order at 7:06 P.M.

2. PLEDGE OF ALLEGIANCE

3. ADOPT THE AGENDA

Motion by Commissioner DeCamp seconded by Commissioner Fay. Motion Passed 5 to 0.

4. CONSENT AGENDA

a. Approve Minutes from February 4, 2016 Planning Commission Meeting

The Planning Commission discussed the minutes and offered recommendations on how to conduct the minutes. The Planning Commission asked if the audio or written minutes are the official minutes of the Planning Commission. Staff responded, they would gather information on official minute keeping and let the commission know next meeting.

Motion by Commissioner Decamp to approve the February 4, 2016 Planning Commission meeting. Seconded by Commissioner Fay.

5. OLD BUSINESS

6. NEW BUSINESS

A. Conduct a Public Hearing regarding a potential Conditional Use Permit to allow automobile and truck repair on the subject of property 5305 Pioneer Creek Trail.

The subject building is approximately 7,800 SF in size. There are two smaller office spaces located on the north side of the building with open warehouse space comprising the remainder. The applicant is proposing to store all vehicles that are being worked on inside of the building. The applicant has noted that they intend to have no more than eight (8) cars parked outside. The vehicles parked outside would be for customer parking, drop off and pickup. The eight cars would be operable and

licensed cars and would be parked in the available spaces in front or on the side of the building. There are estimated to be approximately 8 spaces located in front of the building. If considered for approval, the City should require that the parking spaces are clearly striped. The applicant should submit a plan to the City for approval prior to striping the spaces.

The applicant is not proposing to sell any vehicles from this property.
All repair and servicing of vehicles would be done indoors.
The subject property is directly adjacent to the R-3 Residential zoning district.

The subject building is setback approximately 28 feet from the east property line and is separated by approximately 40 feet from the adjacent residential structure (see aerial photograph below. The applicant has recently planted some evergreen trees in this area. The City will need to determine if any potential impacts from the proposed use that would interfere with the reasonable use and enjoyment of the adjacent residential property can be adequately mitigated.

The building owner recently planted several evergreen trees to provide screening between the existing building and the adjacent residential property. Staff is seeking further direction from the Planning Commission relating to whether or not this will satisfy the separation requirement or if additional landscaping and or fencing should be considered.

Commission Chair, Bliss opened the Public Hearing at 7:40 P.M.

The applicant explained that the property was used as an automobile and repair shop previously and he is here to make the property in proper legal standing.

Commisison Chair, Bliss closed the public hearing at 7:42 P.M.

B. Consider a Conditional Use Permit to allow automobile and truck repair on the subject of property 5305 Pioneer Creek Trail.

The Planning Commission discussed the proposed request and asked questions of staff and the petitioner. Commissioners asked the petitioner how much fiberglass repair work they performed on the boats that they repaired. The petitioner stated that they did limited fiberglass repair work and that it was done in very small quantities. Commissioners asked if the petitioner was planning on parking boats on the public street during peak pick-up drop-off times. The petitioner responded by stating that no boats or cars would be parked on Pioneer Creek Drive. Commissioners wanted to ensure that the existing landscaping located between the building and the adjacent residential property would be required to be maintained and kept up and or replaced if necessary. Commissioners asked if both office spaces in the building would be used by the petitioner and he noted that one would be an office and the other space would be converted to a waiting room for his customers. Planning Commissioners believed that additional screening should be required between the parking lot in the front of the

building and the adjacent residential property. Commissioners also wanted to make sure that the petitioner would be required to pull all applicable permits relating to any activity done in the building. This included painting, fiberglass work, exhaust and other potentially hazardous or regulated activities. Commissioners discussed that any trash cans or dumpsters shall be located inside of the building. Commissioners ultimately recommended approval to the City Council for the requested Conditional Use Permit with the following additional conditions:

1. The existing landscape screening shall be maintained and if necessary replaced throughout the term of the conditional use permit.

2. The applicant shall submit a plan to the City and following review and approval, install additional landscaping between the existing parking lot in the northeast corner of the site and the adjacent residential property. The landscaping shall primarily be an evergreen species that provides an opaque barrier.

3. The applicant shall be required to meet all applicable building codes and other regulatory agencies and obtain all necessary permits.

4.The conditional use permit shall be reviewed annually.

The Planning Commission discussion concluded with the following findings and conditions for the Conditional Use Permits.

a. The conditional use permit shall be reviewed annually.

b. There shall be no outdoor storage permitted on this site. This shall include dumpsters, tires, tire bins or containers, automobile parts, inoperable vehicles and any other outdoor storage.

c. The overhead doors shall be closed at all times other than to move equipment, materials or vehicles into and out of the building.

d. The existing landscape screening shall be maintained and if necessary replaced throughout the term of the conditional use permit.

e. The applicant shall submit a plan to the City and following review and approval, install additional landscaping between the existing parking lot in the northeast corner of the site and the adjacent residential property. The landscaping shall primarily be an evergreen species that provides an opaque barrier.

f. The applicant shall be required to meet all applicable building codes and other regulatory agencies and obtain all necessary permits.

g. The hours of operation shall be permitted between the hours of 8:00 a.m. and 6:00 p.m. Monday through Saturday.

h. The parking spaces in front and on the side of the building shall be clearly striped. The applicant shall submit a plan to the City for approval prior to striping the spaces.

Commisioner shurson moved to approve the CUP with modifications. Seconded by Commissioner Fay. Motion Passed 5 to 0

Michele Bliss welcomed Barbara Korri a new member of the Planning Commission.

8. COMMISSION REPORT AND OTHER BUSINESS

9. VISITORS TO BE HEARD

10. ADJOURN

Motion by Commissioner Fay to adjourn the April 7, 2016 Planning Commission meeting at 8:25, seconded by Commissioner Korri Motion passed 5 to 0.

b. Next meeting: Thursday, May 5, 2016, at 7 p.m.

CITY OF MAPLE PLAIN

*Check Detail Register©

May 2016

		Check Amt	Invoice	Comment
10100 Bank of Maple Plain				
Unpaid	**CITY OF DELANO**			
E 101-46630-490	Civic Organization Donations	$4,304.00		Senior Center
	Total CITY OF DELANO	$4,304.00		
Unpaid	**COMMERCIAL ASPHALT**			
E 101-43100-224	Street Maintenance Materials	$164.55	160515	
	Total COMMERCIAL ASPHALT	$164.55		
Unpaid	**DELTA DENTAL**			
G 101-21707	Dental Insurance	$376.15	6499253	
	Total DELTA DENTAL	$376.15		
Unpaid	**EMBEDDED SYSTEMS, INC**			
E 101-42500-319	Other Consulting Services	$263.58	33980	Siren Maintenance
	Total EMBEDDED SYSTEMS, INC	$263.58		
Unpaid	**ERVASTI SALES**			
E 101-45200-228	Park Equipment Supplies	$1,769.30	13294	
	Total ERVASTI SALES	$1,769.30		
Unpaid	**HAWKINS INC.**			
E 601-49400-216	Chemicals & Chemical Products	$75.00	4/29/2016	
E 601-49400-216	Chemicals & Chemical Products	$15.00	4/29/2016	
E 601-49400-216	Chemicals & Chemical Products	$805.27	5/4/2016	
	Total HAWKINS INC.	$895.27		
Unpaid	**HEALTHPARTNERS**			
G 101-21706	Health Insurance	$4,021.04		June Employee Insurance
	Total HEALTHPARTNERS	$4,021.04		
Unpaid	**HECKSEL MACHINE INC**			
E 101-43000-221	Equipment Parts	$69.00	100722	
	Total HECKSEL MACHINE INC	$69.00		
Unpaid	**HENN COUNTY INFO TECHNOLOGY**			
E 101-43000-419	General Rentals	$74.32	100000767437	Radios
	Total HENN COUNTY INFO TECHNOLOGY	$74.32		
Unpaid	**MAPLE PLAIN/INDEPENDENCE FIRE**			
E 101-42290-307	Fire Administration	$14,839.67		June Payment
	Total MAPLE PLAIN/INDEPENDENCE FIRE	$14,839.67		
Unpaid	**MEDIACOM**			
E 101-41500-309	EDP, Software and Design	$109.95		
	Total MEDIACOM	$109.95		
Unpaid	**METRO WEST INSPECTION SERVICES**			
E 101-42400-308	Building Inspection	$6,750.77		
	otal METRO WEST INSPECTION SERVICES	$6,750.77		
Unpaid	**MINNESOTA PIPE & EQUIP**			
E 601-49400-221	Equipment Parts	$391.61	0355146	
E 601-49400-221	Equipment Parts	$92.91	0355147	
	Total MINNESOTA PIPE & EQUIP	$484.52		
Unpaid	**MN CITY/COUNTY MGMT ASSOC**			
E 101-41500-433	Dues & Subscriptions	$30.00		Membership Fees
	Total MN CITY/COUNTY MGMT ASSOC	$30.00		

CITY OF MAPLE PLAIN

*Check Detail Register©

May 2016

		Check Amt	Invoice	Comment
Unpaid	**MN DEPT TRANSPORTATION**			
E 101-42110-437	Miscellaneous	$137.00	310925	
Total	**MN DEPT TRANSPORTATION**	$137.00		
Unpaid	**MORRIES BUFFALO FORD/MERCURY**			
E 101-43000-221	Equipment Parts	$40.91	500772	
E 101-43000-221	Equipment Parts	$34.08	500815	F 150
Total	**MORRIES BUFFALO FORD/MERCURY**	$74.99		
Unpaid	**NAPA**			
E 101-45200-221	Equipment Parts	$269.88	316274	
E 101-45200-221	Equipment Parts	$2.49	316304	
Total	**NAPA**	$272.37		
Unpaid	**NEOFUNDS BY NEOPOST**			
E 101-41500-322	Postage	$125.75		
E 105-41500-322	Postage	$270.00		MP Days Postage
Total	**NEOFUNDS BY NEOPOST**	$395.75		
Unpaid	**OFFICE DEPOT**			
E 101-41500-201	Office Supplies	$7.56		
E 101-41500-201	Office Supplies	$57.98		
E 101-41500-201	Office Supplies	$65.31	836826996001	
Total	**OFFICE DEPOT**	$130.85		
Unpaid	**RITEWAY**			
E 101-41500-201	Office Supplies	$177.14	16-31703	
Total	**RITEWAY**	$177.14		
Unpaid	**STA-SAFE LOCKSMITHS**			
E 101-41940-437	Miscellaneous	$142.50	007337	
Total	**STA-SAFE LOCKSMITHS**	$142.50		
Unpaid	**TIME MUSIC AGENCY**			
E 105-45100-311	Contract Service	$1,600.00		Ladies of the 80's
Total	**TIME MUSIC AGENCY**	$1,600.00		
Unpaid	**TOSHIBA**			
E 101-41500-413	Office Equipment Rental	$251.34		
Total	**TOSHIBA**	$251.34		
Unpaid	**UNITED FARMERS COOPERATION**			
E 101-43000-215	Shop Materials	$91.79	33169	
E 101-43000-215	Shop Materials	$44.94	33503	
E 101-43000-215	Shop Materials	$114.19	33507	
Total	**UNITED FARMERS COOPERATION**	$250.92		
Unpaid	**VERIZON**			
E 601-49400-321	Telephone	$143.25	9765149302	
Total	**VERIZON**	$143.25		
Unpaid	**WEST HENNEPIN PUBLIC SAFETY**			
E 101-42110-306	Police Administration	$28,841.46		June Payment
Total	**WEST HENNEPIN PUBLIC SAFETY**	$28,841.46		
Unpaid	**XCEL ENERGY**			
E 601-49400-381	Electric Utilities	$903.52		
E 101-43160-381	Electric Utilities	$1,999.73		
Total	**XCEL ENERGY**	$2,903.25		

CITY OF MAPLE PLAIN

*Check Detail Register©

May 2016

	Check Amt	Invoice	Comment
10100 Bank of Maple Plain	$69,472.94		

Fund Summary

10100 Bank of Maple Plain	
101 GENERAL FUND	$65,176.38
105 COMMUNITY EVENTS FUND	$1,870.00
601 WATER FUND	$2,426.56
	$69,472.94

Stantec

May 19, 2016

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

Re: Services rendered April 2, 2016 through May 6, 2016

Please find enclosed our invoices dated May 19, 2016 for the projects listed below. These invoices are due within 30 days.

Project	Invoice No.	Name	Amount
193801803	1049957	Maple Plain General	240.00
193801804	1049958	Maple Plain Public Meetings	304.00
193801805	1049965	Maple Plain Streets and Pathways	1,430.38
193801806	1049969	Maple Plain – Water	3,418.25
193801808	1049963	Maple Plain Storm Sewer	781.75
193802890	1049964	Meadows of Maple Plain	1,673.92
193803417	1049996	Maple Plain – Budd Ave. Street & Utility Improvements	24,829.88
		Total Amount Due	**$32,678.18**

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

Stantec

INVOICE

Invoice Number	1049957
Invoice Date	May 19, 2016
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:	$240.00
For Period Ending:	May 6, 2016

Due on Receipt

Invoice Number 1049957
Project Number 193801803

Top Task 300

General Engineering - Correspondence review and preparation, general engineering administration, review grant award agreement for downtown, prepare monthly engineering report, discussions with City Staff, and forward record plan information to developers engineer.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager			
	4.00	60.00	240.00
	4.00		**240.00**
Professional Services Subtotal	**4.00**		**240.00**

Top Task 300 Total **240.00**

Total Fees & Disbursements	$240.00
INVOICE TOTAL (USD)	**$240.00**

Stantec

INVOICE

Invoice Number	1049958
Invoice Date	May 19, 2016
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 - Public Meetings

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	$304.00
For Period Ending:	May 6, 2016

Due on Receipt

Invoice Number 1049958
Project Number 193801804

Top Task 302 **Meeting Attendance - Attend Council and Staff Meetings on April 7, April 11, April 21, April 25, and May 3, 2016.**

Progress Charge

	Current Amount
5 Meetings @ $50.00 per meeting.	250.00
Progress Charge Subtotal	**250.00**

Top Task 302 Total **250.00**

Top Task ZZZ **Expenses**

Disbursements

	Current Amount
Direct - Vehicle (mileage)	54.00
Disbursements Subtotal	**54.00**

Top Task ZZZ Total **54.00**

Total Fees & Disbursements	$304.00
INVOICE TOTAL (USD)	**$304.00**

Stantec

INVOICE

Invoice Number	1049965
Invoice Date	May 19, 2016
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 - Streets and Pathways

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	$1,430.38
For Period Ending:	May 6, 2016

Due on Receipt

Invoice Number 1049965
Project Number 193801805

Top Task 301 — Review ROW information for city staff.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager			
	0.50	118.00	59.00
	0.50		**59.00**
Professional Services Subtotal	**0.50**		**59.00**

Top Task 301 Total **59.00**

Top Task 302 — Northside Park survey coordination and site survey, prepare drawings, prepare correspondence, and forward information to landscape architect on park master planning use.

Professional Services

Billing Level	Hours	Rate	Current Amount
Crew Chief			
	8.00	94.00	752.00
	8.00		**752.00**
Inspector			
	4.00	100.00	400.00
	4.00		**400.00**
Project Manager			
	1.25	118.00	147.50
	1.25		**147.50**
Professional Services Subtotal	**13.25**		**1,299.50**

Top Task 302 Total **1,299.50**

Top Task ZZZ — Expenses

Usages

Invoice Number 1049965
Project Number 193801805

		Current Amount
Usage - Vehicle		
04/04/16		71.88
	Usages Subtotal	**71.88**

Top Task ZZZ Total	**71.88**

Total Fees & Disbursements	$1,430.38
INVOICE TOTAL (USD)	**$1,430.38**

Stantec

INVOICE

Invoice Number	1049969
Invoice Date	May 19, 2016
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 - Water

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	$3,418.25
For Period Ending:	May 6, 2016

Due on Receipt

Invoice Number 1049969
Project Number 193801806

Top Task 300

Prepare for and attend meeting with resident on water quality issues, review items discussed with water quality engineer.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager			
	4.00	60.00	240.00
	4.00		**240.00**
Professional Services Subtotal	**4.00**		**240.00**

Top Task 300 Total **240.00**

Top Task 301

General -Contact Bergerson Caswell on Well No. 2 work, review items on Well No. 2 with staff, prepare information on implications and costs on Well No. 2, help with PFA Loan packet and application for Well No. 4 with alternatives and costs, review water tower cleaning items with staff, review water supply plan update, prepare for worksession discussions, and prepare memo.

Professional Services

Billing Level	Hours	Rate	Current Amount
Planner			
	0.25	85.00	21.25
	0.25		**21.25**
Project Manager			
	14.00	118.00	1,652.00
	11.00	122.00	1,342.00
	25.00		**2,994.00**
Senior Principal			
	1.00	163.00	163.00
	1.00		**163.00**
Professional Services Subtotal	**26.25**		**3,178.25**

Top Task 301 Total **3,178.25**

Invoice Number	1049969
Project Number	193801806

Total Fees & Disbursements	$3,418.25
INVOICE TOTAL (USD)	**$3,418.25**

Stantec

INVOICE

Invoice Number	1049963
Invoice Date	May 19, 2016
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:	$781.75
For Period Ending:	May 6, 2016

Due on Receipt

Invoice Number 1049963
Project Number 193801808

Top Task 301

MS4 annual meeting, Rainbow Ave. sump pump review and discussions with staff and property owners, locate information on backyard drainage on 1514 Rainbow, review sump pump stubs for 5625 and 5635 Main St. W., discussions with 5990 Main St. W. on catchbasin and downstream culvert cleaning in Independence, driveway condition, and seeding, site visits on Rainbow and Main St. and other storm water general correspondence.

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer			
	1.25	117.00	146.25
	1.25		**146.25**
Inspector			
	0.75	100.00	75.00
	0.75		**75.00**
Project Manager			
	4.75	118.00	560.50
	4.75		**560.50**
Professional Services Subtotal	**6.75**		**781.75**

Top Task 301 Total **781.75**

Total Fees & Disbursements $781.75

INVOICE TOTAL (USD) **$781.75**

Stantec

INVOICE

Invoice Number	1049964
Invoice Date	May 19, 2016
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:	$1,673.92
For Period Ending:	May 6, 2016

Due on Receipt

Invoice Number 1049964
Project Number 193802890

Top Task 300 **Erosion site inspections, discussions with developer and others, forward correspondence on erosion control corrective actions, and curb and gutter discussions and site inspections.**

Professional Services

Billing Level	Hours	Rate	Current Amount
Field Supervisor			
	3.50	135.00	472.50
	3.50		**472.50**
Project Manager			
	1.25	118.00	147.50
	1.25		**147.50**
Scientist			
	9.50	94.00	893.00
	9.50		**893.00**
Professional Services Subtotal	**14.25**		**1,513.00**

Top Task 300 Total **1,513.00**

Top Task ZZZ **Expenses**

Disbursements

	Current Amount
Direct - Vehicle (mileage)	160.92
Disbursements Subtotal	**160.92**

Top Task ZZZ Total **160.92**

Total Fees & Disbursements	$1,673.92
INVOICE TOTAL (USD)	**$1,673.92**

Stantec

INVOICE

Invoice Number	1049996
Invoice Date	May 19, 2016
Customer Number	92656
Project Number	193803417

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 Budd Ave. Street & Utility Improvements

Stantec Project Manager:	Boyum, Dan D
Stantec Office Location:	St. Paul MN
Current Invoice Due:	$24,829.88
For Period Ending:	May 6, 2016

Due on Receipt

Invoice Number 1049996
Project Number 193803417

Top Task 500

Wetlands - Wetland coordination, Pioneer Sarah Creek Permit, site meeting, and follow-up.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager			
	0.50	118.00	59.00
	0.50	147.00	73.50
	1.00		**132.50**
Scientist			
	4.25	85.00	361.25
	4.25		**361.25**
Professional Services Subtotal	**5.25**		**493.75**

Top Task 500 Total **493.75**

Top Task 600

Additional Services - Prepare memo, spreadsheets, costs and forward to Independence to respond to questions, discussions with City of Independence Staff, respond to Independence staff questions, update spreadsheets, prepare power point for Independence meeting, and prepare and attend public hearing in Independence, forward bond information to Ehlers.

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer			
	1.25	100.00	125.00
	1.25		**125.00**
Project Manager			
	12.00	118.00	1,416.00
	12.00		**1,416.00**
Professional Services Subtotal	**13.25**		**1,541.00**

Top Task 600 Total **1,541.00**

Invoice Number 1049996
Project Number 193803417

Top Task 710 Design/Plans & Specs/Bidding

Progress Charge

	Total Invoiced	Previously Invoiced	Current Amount
64,771.95 X 100.00 % Complete	64,771.95	46,725.56	18,046.39
Progress Charge Subtotal			**18,046.39**

Top Task 710 Total **18,046.39**

Top Task 720 Contract Administration - Prepare contracts and discussions with contractor and with the City Attorney.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager			
	8.00	118.00	944.00
	8.00		**944.00**
Project Technician			
	3.25	68.00	221.00
	3.25		**221.00**
Professional Services Subtotal	**11.25**		**1,165.00**

Top Task 720 Total **1,165.00**

Top Task 730 Subsurface Utility Engineering - Review CenterPoint Gas information related to possible removal of piping, discussions with CenterPoint Energy and Frontier Communications on relocation, review utility relocation items with City Staff and City Attorney, review traffic control on CenterPoint Gas relocation and update staff.

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineer			
	2.00	100.00	200.00
	2.00		**200.00**

Invoice Number 1049996
Project Number 193803417

Project Manager			
	13.75	118.00	1,622.50
	13.75		**1,622.50**
Project Technician			
	0.50	68.00	34.00
	0.50		**34.00**
Professional Services Subtotal	**16.25**		**1,856.50**

Top Task 730 Total 1,856.50

Top Task 750 Construction Inspection/Engineering - Review construction items.

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager			
	0.50	118.00	59.00
	0.50		**59.00**
Professional Services Subtotal	**0.50**		**59.00**

Top Task 750 Total 59.00

Top Task 770 Permits

Professional Services

Billing Level	Hours	Rate	Current Amount
Project Manager			
	3.25	118.00	383.50
	3.25		**383.50**
Project Technician			
	0.25	68.00	17.00
	0.25		**17.00**
Professional Services Subtotal	**3.50**		**400.50**

Invoice Number 1049996
Project Number 193803417

Top Task 770 Total	**400.50**

Top Task 820 **Construction Staking - Stake out information for CenterPoint Energy and walk and lights in park for City.**

Professional Services

Billing Level	Hours	Rate	Current Amount
Engineering Technician			
	2.50	90.00	225.00
	2.50		**225.00**
Professional Services Subtotal	**2.50**		**225.00**

Top Task 820 Total	**225.00**

Top Task ZZZ **Expenses**

Usages

	Current Amount
Usage - Vehicle	
Pederson Truck Mileage	27.00
04/22/16 50.00 @ $.54 per mile	
Usages Subtotal	**27.00**

Disbursements

	Current Amount
Direct - Other Direct Expenses - MPSC, MDH, and Pioneer Sarah Creek WMO	950.00
Direct - Postage & Courier	27.94
Direct - Vehicle (mileage)	37.80
Disbursements Subtotal	**1,015.74**

Invoice Number 1049996
Project Number 193803417

Top Task ZZZ Total	**1,042.74**

Total Fees & Disbursements	$24,829.88
INVOICE TOTAL (USD)	**$24,829.88**

City of Maple Plain

Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Tessia Melvin, City Administrator

Date: May 23, 2016

Re: **Planning Update – May 2016**

Meetings:

- **City Council Meetings** – provided March/April planning report and reviewed April Planning Commission Meeting recommendation for a Conditional Use Permit in the Industrial Park.

- **Planning Commission Meetings** – Site Plan Review for ProtoLabs Parking Lot Expansion.

- Two staff meetings to discuss current project status/issues – discussed Common Bond site plan application, ATT antenna review, building on vacant land that can only be accessed via Pagenkopf Road and sign plan for downtown building.

Correspondence:

Staff has had correspondence with various constituents over the course of the last month, including the following:

- Correspondence with applicant for ProtoLabs site plan expansion.

- Correspondence with applicant for Industrial Park Cup for auto repair.

- Correspondence with downtown developer and City regarding concept site plans/project status.

- Correspondence with TIF consultant pertaining to district individual building inspections.

- Staff has had correspondence with several residents regarding building setbacks, zoning and other related planning questions.

Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

8. NEW BUSINESS
A. APPROVAL OF 2015 AUDIT REPORT

ACTION TO BE CONSIDERED

To approve the 2015 Audit Report

FACTS

Financial Highlights include:

- The assets of the City exceeded its liabilities at the close of the most recent fiscal year by $11,403,070 (*net position*). Of this amount, $4,189,118 (*unrestricted net position*) may be used to meet the City's ongoing obligations to citizens and creditors.

- The City's total net position increased $318,694 from 2014. The increase was supported primarily by general revenues, including property taxes, unrestricted grants and contributions, and interest earned on investments. Another reason for the increase was from operating income from the Water, Sewer, and Storm Water funds.

    - The increase in net position is mainly attributed to governmental activities. In 2015 the increase mainly attributed to grants and contributions.
    - Only an increase of $1,511 came from business activities that attribute to water, sewer and stormwater enterprise funds. The City will need to consider a rate study in the near future to maintain a healthy budget.

- As of the close of the current fiscal year, the City's governmental funds reported combined ending fund balances of $3,277,056, a decrease of $65,885 in comparison with the prior year. Approximately 26 percent of this total amount, $863,117, is available for spending at the City's discretion.

- At the end of the current fiscal year, unassigned fund balance for the General fund was $1,004,591, or 65 percent of total 2014 General fund expenditures. The General fund balance decreased $56,173 over the prior year. The City has a policy to maintain a 60% minimum.

- The City's total outstanding debt decreased by $434,303 during the current fiscal year. This was due to the payment of scheduled bond payments.

- 2015 Conclusion
    - The tax capacity was at 75%, which is a reduction from 85%.
    - The City completed $ in work for the Downtown Development and received reimbursement for all but $141,474.
    - A total of $19,074 additional revenues were collected than originally anticipated.
    - A total of $93,167 capital projects were completed and only resulted an over budgeting of expenditures of $56,173.

Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

VII. ADMINISTRATIVE REPORTS
B. MONTHLY ENGINEER REPORT

ACTION TO BE CONSIDERED

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

FACTS

- See attached.

ATTACHMENTS

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

Stantec

Memo

To:	Honorable Mayor and Council, City Staff	From:	Dan D. Boyum
	City of Maple Plain		City Engineer
File:	193801804	Date:	May 19, 2016

Reference: Monthly Engineering Report

The purpose of this update is to provide you with information on various projects and engineering activities since the last report and to date.

Meadows of Maple Plain

- Performed weekly erosion control inspection and prepared list of items to address. The curb and gutter and first layer of asphalt were placed on the development over the last several weeks.

Budd Avenue Improvements

- CenterPoint Energy has been working on gas relocation. We provided survey information for use in placing the new gas main and avoiding conflicts with storm sewer.
- Reviewed traffic control for CenterPoint and updated City Staff on schedule.
- Met with Pioneer Sarah Creek WMO on wetland permit and correspondence.
- Contacted Xcel Energy on decorative lighting quote.
- Staked proposed location of concrete walk and lights in park area.
- Forwarded bonding information to Ehlers.
- Responded to Frontier Communications on utility relocation.

Downtown Improvements Feasibility Study

- No work done this past month.

Well No. 4

- Reviewed issues and costs associated with Well No. 2.
- Reviewed construction of new well at Water Treatment Plant with Staff and Council
- Prepared application to Public Facilities Authority for possible funding on Well No. 4
- Prepared memos to Council.

Miscellaneous

1. Prepared monthly engineering report.
2. Attended staff and council meetings.
3. Reviewed stubs for sump connections on Main Street West and Rainbow.
4. Prepared general correspondence to City Staff on various items.

Date: May 9, 2016

To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members

From: Director Gary Kroells

SUBJECT: APRIL 2016 ACTIVITY REPORT

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

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

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

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

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

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

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

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

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

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

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

Monthly Activity Report
April 2016

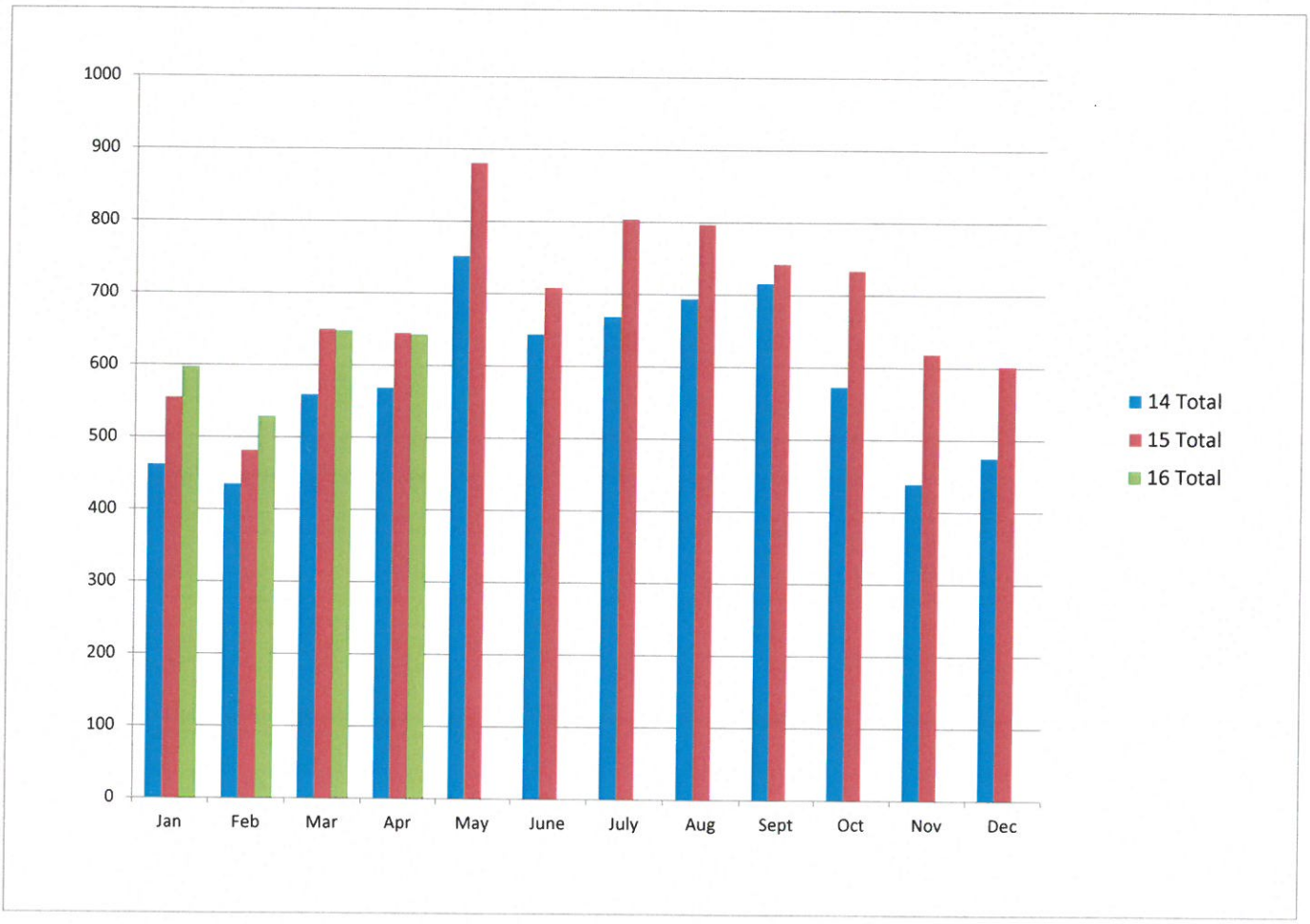
Offense	This Month	Same Month Last Year		This Year To Date		Last Year To Date
City Of Independence						
Criminal	10	12		31		26
Traffic	187	210		730		801
Part III	12	8		50		24
Part IV	32	33		130		128
Part V	155	132		559		512
Total City of Independence	**396**	**395**		**1,500**		**1,491**
City Of Maple Plain						
Criminal	6	7		20		20
Traffic	62	39		240		157
Part III	8	4		19		21
Part IV	17	12		93		86
Part V	133	94		481		370
Total City Of Maple Plain	**226**	**156**		**853**		**654**
Grand Total Both Cities	**622**	**551**		**2,353**		**2,145**
TZD	0	76		0		76
Agency Assists	21	18		64		111
Total ICR Reports	**643**	**645**		**2,417**		**2,332**
Mileage	11,691	12,831		46,718		46,485
How Received						
Fax	17	7		57		47
In Person	44	46		182		142
Mail	2	1		7		12
Other	3	0		24		8
Phone	36	41		130		148
Radio	210	161		756		674
Visual	304	353		1,104		1,155
Email	4	2		16		10
Lobby Walk In	23	34		141		136
Total	**643**	**645**		**2,417**		**2,332**

April 2016 Criminal Part I & II
City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	16001951	Property Damage / Mailbox	42469	3	42469	P3119
WHPS	16001953	Property Damage / Mailbox	42469	3	42469	P3119
WHPS	16002120	Property Damage / Mailbox	42476	3	42476	P3119
WHPS	16002240	4th Degree DWI / Possession of Open Bottle / Carrying Pistol While Under Influence of Alcohol / Gross Misdemeanor Carry - Possess Pistol without MN Permit to Carry	42481	3	42481	JFW01
WHPS	16002247	DWI under Influence of Controlled Substance / Pending Results	42482	3	42482	JG501
WHPS	16002401	Damage to Property / Yard	42489	3	42489	P3119

April 2016 Criminal Part I & II
City of Maple Plain Grid # 1-2

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	16001959	2nd Degree DWI / Vehicle Forfeiture	42469	1	42469	JEW01
WHPS	16001971	Theft from Storage Locker	42470	1	42470	T0999
WHPS	16002080	Property Damage / Mailbox	42474	2	42474	P3119
WHPS	16002216	Theft from Motor Vehicle	42480	2	42480	TB159
WHPS	16002309	Violation of Order for Protection	42485	1	42485	N2370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Oct
Nov
Dec
14 Total
15 Total
16 Total

DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY
April 2016 Activity Report

Year to Date Activity Report

At the end of April 30, 2016, West Hennepin Public Safety (WHPS) has year-to-date handled a total of 2,417 incident complaints; 853 in Maple Plain and 1,500 in Independence. This is an increase of 85 incidents compared to the same time frame last year.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

Recent Highlighted Cases:

Theft / Missing Purse

April 2 — Resident of the 300 block of Ingerson Rd, Independence reported her purse was either lost or stolen. The resident had stopped at several places, Long Lake, Maple Plain and Chanhassen before realizing she did not have her purse. She was advised to call her bank and credit card companies and to keep an eye on her credit report.

Disturbance

April 3 — 1600 block of Marsh Ave., Maple Plain. Complaint was received of drivers in several vehicles were playing loud music, honking the horn and driving in and out of the cul-de-sac. Upon Officer arrival the area was checked and did not see individuals or vehicles that were in the neighborhood.

Pick Up Warrant/ Emergency Hold

April 4 — A warrant was issued for a female in the 5300 block of Highway 12, Maple Plain. The 55 year old female was arrested for her warrant and transported to the hospital instead of jail as she was found to be intoxicated with an alcohol concentration of over .40.

Disturbance

April 4 — Responded to the 1500 block of Wyman Ave. Maple Plain for a male who was agitated, angry with staff and would not take his medicine. The male wanted to leave the place and North Memorial Ambulance transported him to the hospital.

Domestic

April 4 — A female from Crystal reported she had been driving for the last two hours in the city of Independence trying to find the Home Free Shelter. She was upset and feared for her life. The female was given directions to the shelter.

Attempted Scam

April 5 — Resident in the 2000 block of Pagenkopf Rd, Independence reported she received a phone call and the caller said "Hi Grandma" and said she was in jail and that she needed money right away to get out. The resident recognized it was an attempted scam and stated that is a good place for you in jail. The caller said No Grandma it isn't. The resident told the caller she needed to get a job and disconnected the phone call.

Welfare Check

April 5 WHPS officer responded to the 5300 block of Highway 12, Maple Plain for a follow up welfare check on the female that was intoxicated and had been transported to the hospital the day before. The female was found back in the room, heavily intoxicated with an alcohol concentration of over .40. and unable to care for herself. She was transported by North Memorial Ambulance to Hennepin County Medical Center for a health and welfare hold.

Suspicious Act-Theft

April 6 Reported an employee did not lock up a yard gate after everyone left in the 2000 block of Co Rd 90, Independence and was seen returning to the area and entering the unlocked gate. The employee was observed putting gas in his vehicle from the company gas pump. He was stopped and charges pending.

Runaway – Returned

April 6 12 year old male juvenile ran away from the 5200 block of Bryantwood Dr, Maple Plain. He was in trouble for taking an iPod without permission. The area was searched; he was found and as he got close to home took off again. Later he was found hiding in the apartment elevator and was returned to his parents.

Mental Problem

April 7 WHPS officer responded to Vinland Center for male with erratic behavior. Contact was made with a 22 year old male who didn't feel he was receiving his necessary treatment and wanted to go to the hospital. North Memorial Ambulance treated and transported the male to Fairview Southdale Hospital.

Damage to Property

April 9 6000 block of Pagenkopf Road, Independence reported a damaged mailbox. WHPS officer found the metal mailbox had been struck with some sort of hard object. The mailbox was dented in on the side and the mailbox door would not close. Approximate loss $100.00.

ATV Complaint

April 9 1000 block of Polo Club Rd, Independence received a complaint of a 13 year old riding his ATV / UTV on the street. Officer contact was made with the complainant and the 13 year old. The 2016 DNR rules and regulations were explained showing the age requirements and certifications needed to ride on the street. The 13 year old understood the rules and now knows that he is not old enough to ride on the road and said he will stay in his yard.

Agency Assist / 2nd Degree DWI / Vehicle Forfeiture

April 9 Traffic complaint received of a vehicle all over the road. The vehicle was located and contact made with the driver, Jennifer Janet Carlson, 35 from Cologne. A breath test was administered, resulting in a .27% breath alcohol concentration. Carlson was arrested for 2nd Degree DWI and transported to Hennepin County Jail. Carlson's vehicle is pending forfeiture.

Theft

April 10 1800 block of Newport Street, Maple Plain received a theft report. Someone had cut the hasp/lock off of a storage locker in the apartment building and stole several items. A Dell latitude Laptop was stolen. Fingerprints were found on several items in the locker. The fingerprints were processed and sent in to BCA Crime Lab to process. The case is under investigation.

Dirt Bike Complaint

April 10 Received a complaint of a young kid riding a dirt bike at Becker Road and Merz Way, Independence. A 13 year old juvenile boy was found riding a dirt bike on Becker Road. The juvenile admitted he had been at his friend's house, and was riding his dirt bike back home to get something. Contact was made with his father who was advised it is illegal to operate a dirt bike in the ditch or on the road and it was not licensed. A warning was issued to the families and their kids for using recreational vehicles on the road.

Reckless Driving / Motorcycle

April 10 WHPS officer was standing on the side of the road when an m/c passed by at approximately 45 – 50 mph. on Shady Beach Circle. The driver put his right hand up and made a hand sign towards the officer and continued to drive at a high rate of speed. The driver made it to the end of the road and locked up the brakes squealing the tires. Then turned around and accelerated back at a fast rate towards the officer, stopping approximately 30 yards away and began to yell at the officer. Then proceeded to take off at a high rate of speed again. WHPS officer attempted to catch up to the motorcycle but was unable to see it. Wright County Sheriff's Office (WCSO) located the motorcycle in Delano traveling Westbound on Hwy 12, also was unable to stop the m/c. Shortly after, a caller from Monticello reported a male rode up to a house on a motorcycle and was not making any sense. The driver had left the m/c in the front yard and walked away. The m/c matched the one on Shady Beach Circle. The driver of the m/c was located. Jeffery James Derocher, 25 from Maple Plain admitted seeing the WHPS officer on Shady Beach Circle which made him panic. Derocher had put many drivers and citizens at risk and was charged with reckless driving.

Disturbance / Fight

April 12 Caller reported what sounds like some drunken individuals that may be fighting in the 1800 block of Budd Ave., Maple Plain. WHPS officer found 3 males outside behind the apartment complex who were trying to find keys in the yard. There was not a fight. Two males were intoxicated and were told to stay inside the apartment as they were too drunk to be outside and they were being loud. They understood and went inside.

Mental Problem

April 13 Reported suicidal male at Vinland Center, 3675 Ihduhapi Tr, Independence. The 35 year old male from Maplewood wanted to be taken to Regions Hospital. North Memorial Ambulance assisted and transported the male to the hospital.

Crash

April 15 Two vehicle property damage at Co Rd 11 and Co rd. 92, Independence. A Motorist stated as he was driving down the road, he heard a loud noise and realized his rear driver's side tire had come off striking an oncoming vehicle. The driver of the struck vehicle heard the noise, felt the impact of the tire and saw the tire fly over his hood as his airbag deployed. The driver was ok and did not require medical attention. The struck vehicle was towed from the scene.

Trespassing

April 15 Trespassing complaint in the 2000 block of Co Rd 92, Independence. Two horseback riders were riding on the back part of a resident's property. They were trespassing and became rude when the homeowner asked them to leave. The riders were located and apologized and would not ride on the property without permission. The homeowner was advised of the findings.

Crash / Personal Injury

April 15 Truck southbound on Co Rd 90 was crossing Highway 12 at the intersection, Independence, when an eastbound vehicle on Highway12 struck the right rear passenger side of the truck. The eastbound vehicle spun out, rolled over and ended in the eastbound ditch of the intersection. The driver of the vehicle was trapped in his vehicle and Maple Plain Fire extricated him from his vehicle. Ridgeview Ambulance transported him to the hospital.

Threat

April 16 3000 block of Ihduhapi Trail, Independence reported the night before at 10 p.m. a boy approximately 10 – 12 years old, from the surrounding area entered one of the occupied cabins at the YMCA Camp property, began going through other people's items and threw pop cans at the other kids inside the cabin. Some of the kids staying at the camp went down to the lake with the boy and pushed him into the water. The boy got out of the water and ran home. No injuries.

Suspicious Act

April 18 Reported yesterday and again today a vehicle was parked in the woods at the neighboring property in the 7000 block of Co Rd 6, Independence. The vehicle was located and found it was occupied. The driver had recently become homeless when his girlfriend kicked him out and he was trying to find a place to live. He was given names of places he could be housed at.

Traffic Stop

April 18 At Co Rd 11 and Co Rd 92N Independence a vehicle following behind WHPS squad car was observed crossing over the center line and into oncoming traffic. The driver's head was bobbing up and down looking at something in his lap, then his eyes would go back onto the road obviously using a mobile device to text, read, or view electronic messages. The vehicle was stopped and the 17 year old male was advised of his driving conduct. He was not aware he had driven over the center line. He was issued a citation for Drive over Centerline. Contact was made with his mother advising of the stop.

Traffic Complaint

April 18 Complaint of a sanitation truck driven on the wrong side of the street every Monday morning in the 5000 block of Main Street, Maple Plain. Contact was made with the sanitation driver's manager who said it will be corrected and the driver will drive the correct way.

Unwanted Person

April 18 WHPS Officer responded to the 4000 block of Main Street, Maple Plain for an unwanted male. WHPS officer found the ex-boyfriend wanting to say goodbye before he moved to California. The male was told to leave and not communicate with the female. The male agreed to stop and left.

Theft

April 20 Reported a catalytic converter was cut off of a vehicle in the 5000 block of Industrial Street, Maple Plain. The case is under investigation.

Welfare Check

April 20 Reported a female appeared to be hitchhiking and walking into the lane of traffic at Highway 12 and Lake Haughey Rd, Independence. The female was from Howard Lake was trying to get to Crystal. WHPS officer transported her to the Park and Ride Stop in Golden Valley.

Theft

April 22 5000 block of Pagenkopf Rd, Independence, resident reported someone used her debit card in Massachusetts and again tried using it 5 more times in other cities. She contacted her bank and canceled her card. The bank requested she report the theft to her local police department.

Unconscious Agency Assist

April 23 WHPS assisted Three Rivers Park Police in Greenfield with 3 people who had fallen off of a horse. They were all injured and one unconscious. It was found the unconscious person was alert, feeling dizzy and had pain. She was back boarded and air-lifted transported to the hospital by North Memorial Ambulance Helicopter.

Reckless Driving

April 23 MN State Patrol reported they were looking for assistance with multiple vehicles, close to 15 high dollar sports cars that were driving extremely fast, racing and reckless driving, traveling westbound on I-394. WHPS Officer observed a couple of Lamborghinis and other high end sports cars stopped at the Holiday Gas Station at 1300 Baker Park Road, Maple Plain. Contact was made with three drivers. The drivers stated they were coming from a car show at the BMW dealership on I394, were on a group drive, were coming out west and then they were going back to the dealership. MN State Patrol arrived and the drivers were issued citations for reckless driving.

Violation of Order of Protection

April 25 Reported in the 1500 block of Howard Ave., Maple Plain female received text messages that violated an Order for Protection. Herbert Lindsay Bradley, 54 from Maple Plain; charges are pending Domestic Abuse- Violate Order for Protection – Previous Conviction and Violate Domestic Abuse No Contact Order.

Medical

April 27 A male was unconscious but breathing in the 5000 block of Joyce Street, Maple Plain. The male was found to have low blood sugar and was assisted by Maple Plain Fire and North Memorial Ambulance. The male was not transported to the hospital.

Smoke in Building

April 27 Fire alarm sounding and smoke in the Orono Discovery Center in Maple Plain. The building was evacuated and Maple Plain Fire assisted in finding the cause of the alarm. It was determined the smoke was from steam caused by an overflow with the boiler system. The Orono Discovery Center building maintenance determined the steam was of no danger and the children could return to the building.

Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

7. ADMINISTRATIVE REPORTS
D. ADMINISTRATION MAY MONTHLY REPORT

ACTION TO BE CONSIDERED

To approve the May Monthly Report for Administration

FACTS

- Have been working with Collision Corner on their CUP.
- Completed our 2015 Audit
- Attended Police Commission Meeting
- Met with Landscape Architect on Master Park Plan
- Worked with residents on utility bills and the change to monthly billing
- Completed Bond Documents for Pre-Sale
- Worked with DEED on potential sale of SAC credits
- Discussed several real estate options with potential buyers from residential to commercial.
- Staff have completed a 10 year street lighting plan
- Staff have completed a Pavement Improvement Plan that includes infrastructure.
- Staff attended e-poll training for elections
- Received grant of $1350 from CenterPoint for the Fire Department SCUBA mask filters
- Met with the Maple Plain Days Committee. Some of the work completed to date include:
    - City will purchase a movie screen to save money for future events and can host more movies in the Park
    - Marketing Budget has been set for $3,069, a decrease from last year by $1,000
    - Buttons will be sold for the event and raffle prizes available

Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

7. ADMINISTRATION MONTHLY REPORTS
E. Public Works May Monthly Report

ACTION TO BE CONSIDERED

To approve the May Monthly Report for Public Works:

FACTS

Staff have been busy with seasonal projects and ongoing issues that include:

- Water Meter Reading
- Received quotes on 2 Fire Hydrants out of service, Clayton & Joyce (Retro To New Top Section and guts with no excavating), Hwy 12 Pete's Pizza area(Needs New Hydrant and excavating.
- Received quotes from Vessco for replacement of chemical feed tubing and a HMO batch tank and mixer for the Water Treatment Plan
- Borrowed Hot Box (asphalt) from Minnetrista Public Works and patched potholes around town
- Repair of an exposed curb stop in Driveway of 5825 Amy Ln. (cut driveway, lowered Curb stop and installed a protective cover and patched driveway)
- Tilled and graded Rainbow Park Ball Fields and sprayed for weeds on ball fields, ice rink and gravel trails
- Weed whipping
- 2010 Ford F-150 30,000 miles service(Front and rear differential, transfer case, and transmission fluid change
- Tree trimming at Rainbow Park(around walking path)
- Clean-up day for Maple Plain and Independence Residents

Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

8. NEW BUSINESS
A. APPROVAL OF 2015 AUDIT REPORT

ACTION TO BE CONSIDERED

To accept the 2015 audit report presented by Mark Ebensteiner of Abdo, Eick & Meyers.

FACTS

- Abdo, Eick & Meyers performed the City's annual audit and preparation of financial statements for the year 2015.
- City staff worked alongside staff of Abdo, Eick & Meyers to gather and review the City's financial reports, accounting programs, etc.
- The report will be presented at the May 23, 2016 regular Council meeting.

ATTACHMENTS

Hardcopies will be available.

Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

8. NEW BUSINESS
B. DISCUSSION OF BID PROPOSALS FOR STREET SIGN INSTALLATION

ACTION TO BE CONSIDERED

To review and consider the bids for street sign installation:

FACTS

- The City purchased new street signs in June 2012. Due to the workload, lack of equipment and time, staff is asking that Council consider contracting this out.
- In 2014, the City passed a retroreflectivity policy, stating the City had an action plan to improve their street signs to the State's policy. "Retroreflectivity" is described as how light is reflected from a surface and returned to its original source.
- 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 City has 256 street sign blades, 40 stop signs that need to be replaced.

ATTACHMENT
Attached are quotes from EFA and Geyer.

ADVANTAGE SIGNS
& GRAPHICS, INC.
75 S. Owasso Blvd. W. St. Paul MN 55117
Phone: (651) 636-9998 • Fax: (651) 636-8889
www.advansign.com

Estimate #1671

5/12/2016

Prepared For:
City of Maple Plain
Harry

Phone: 763-479-0525 Fax:
Alt. Phone:
E-Mail: publicworks@mapleplain.com

Prepared By:
Erin
Advantage Signs & Graphics, Inc.
75 South Owasso Blvd W
St. Paul, MN 55117
USA

Phone: 6516369998 Fax: 6516368889
Alt. Phone:
E-Mail: erin@advansign.com

Description:
Stop Signs and Posts

Estimated time for production: 7 working days

Quantity	Description	Each	Total	Taxable
40	30" HIP Reflective Aluminum Stop Signs (DG3 Reflective $ 74.95 each)	41.70	$1,668.00	✓
48	12' .080 Wall Tubular Posts	32.36	$1,553.28	✓
48	Aluminum Anchor Plate for Tubular Posts (I could not find the plastic ones!)	2.50	$120.00	✓
40	BR5 Sign Mounting Brackets	12.95	$518.00	✓
1	Installation of signs - includes removal of old post and stop sign, installation of new post, new Stop sign and existing Street Blade Signs. Estimate until I see the map of each location.	7200.00	$7,200.00	✓
		Subtotal	$11,059.28	
		Exempt	$0.00	
		Total	**$11,059.28**	

Terms:

By my signature, I authorize work to begin and agree to pay the above amount in full according to the terms on this agreement.

Signed by **Date** **Amt. Paid Today**

tom@geyersignal.com

EARL F. ANDERSEN – DIVISION OF SAFETY SIGNS
19740 Kenrick Avenue
Lakeville, MN 55044
Phone: 952-884-7300 or 1-800-862-6026
FAX: 952-884-5619

EARL F. ANDERSEN
Division of Safety Signs

Website: www.efa-mn.com Email: info@efa-mn.com

INSTALLATION QUOTATION

To: City of Maple Plain
Attn: Harry
Project: Stop/Street Blade Renewal
City: Maple Plain, MN

Date: May 11, 2016
Phone:
Fax:
Letting:

No Bond No Retainage. All Items Tied Unless Arrangements Are Made To Split Items Off. The Below Price Includes Sales Tax. Please Sign Below To Acknowledge Approval. Mail Or Fax Back So Material Or Supplies Needed Can Be Ordered So Installation Will Not Be Delayed. Quote Is Valid For 30 Days.

Thank You Nick Cornell

QTY.	DESCRIPTION	PRICE (EA)	TOTAL
40	Furnish and Install 30x30 HIP Stop Sign on 2" Tubular Post	$225.00	$9,000.00
	with Signalign		
	Geyer	200	
8	Install Street Blades on 2" Tubular Post with Signalign	$125.00	$1,000.00
	(Owner is providing street blades and brackets		
48	Remove Existing Stop Sign/Street Blade Post and Structure	$35.00	$1,680.00
		SUBTOTAL	$11,680.00
		TOTAL	**$11,680.00**

NOTE: This quotation is valid for 30 days.

Earl F. Andersen-division of Safety Signs is pleased to quote you on this project. We are a certified TGB/WBE/DBE contractor.

Signed By: **Nick Cornell**
Date: 5/11/2016

Approved By:
Date:

JAKE

Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

8. NEW BUSINESS
C. CONSIDERATION OF BIDS FOR SEWER TELEVISING AND JETTING FOR 2016

ACTION TO BE CONSIDERED

To review and consider the bids for televising and jetting for 2016:

FACTS

- The bids include the following area, which is demonstrated by the attached map. Staff has created a 5 year maintenance plan to schedule, administer televising and jetting in the City.
- The quotes are for a total of 11,432 linear feet

ATTACHMENT

Attached are quotes from Ritter Inc, Pipe Services and Empire Pipe Services

Pipe Services	$12,000
With smoke testing	$16,000
Ritter Inc.	$16,347.76
Empire Pipe Services	$13,718.40

PIPE SERVICES
16281 Baseline Ave. Shakopee, MN 55379
Phone: 952.445.3173 Fax: 952.496.9117
Website: www.pipe-services.com

QUOTATION

May 1, 2016

Harry Stricklen
City of Maple Plain
1620 Maple Avenue
Maple Plain, MN 55359

Dear Harry;

As requested, we have prepared a quote for combination jet/vacuum and television inspection for 1/5th of the Cities sanitary sewer line in the City of Maple Plain, Minnesota. Reviewing our inspections over the past 8 years it appears that it was between 10,000 and 12,000 LF per year. Our bid includes mobilization, removal and disposal of debris. Our price will stay the same for all 5 years. Actual footage would be billed.

Our price schedule is as follows:

Combination Jet/Vacuum Cleaning of approximately 12,000 linear feet @ .55 per foot	$6,600.00
Color Pan & Tilt TV Inspection & Report of approximately 12,000 linear feet @ .45 per foot.	$5,400.00

Total $12,000.00

Additional for Smoke testing

Smoke testing of approximately 12,000 linear feet @ .20/Ln. ft.	$ 2,400.00
Preparation of forms and generating reports - lump sum $850.00	$ 850.00
Smoke bomb approximately 25	$ 300.00
Door flyers - approximately 250 printing and distribution. 1 day prior to test.	$ 450.00

Total $4,000.00

Our bid is based on the following provisions and understandings:

1. CONTRACTOR to provide 2 typed reports and DVD's for televised services. All inspections will be done in certified PACP format. Our new reporting system has the ability to provide you with 4 color stills of major incidents plus a summary report of all "significant findings".

2. CITY understands that if there is any root blockage in lines requiring a reverse set-up during televising that the line will have an additional charge for televising. We will notify CITY of the problems as they occur.

3. CONTRACTOR to be allowed to draw water from CITY fire hydrants at no additional charge.

4. CONTRACTOR understands that pipe are to be cleaned to 95% per NASSCO specifications. Any root cutting required would be billed on a flat hourly rate. CONTRACTOR to notify CITY if any problems occur.

5. CITY to provide sewer maps and manhole numbering system and to locate and expose all manholes.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Pipe Services Corporation is authorized to do the work as specified.

By: _____ City of: _____

Signature: _____ Date: _____

Thank you for the opportunity to work with The City of Maple Plain, MN.

Sincerely,
Pipe Services Corporation

Kerry L. Blaisdell

Kerry L. Blaisdell

cc Matt Morris

TELEVISING & JET VACUUMING SERVICES

EMPIRE PIPE SERVICES
www.empire-pipe.com

May 10, 2016

City of Maple Plain
5050 Independence Street
Maple Plain, MN 55359

Attn: Harry Stricklen

City of Maple Plain

Cleaning &Televising Proposal

Item No.	Description	Unit	Estimated Quanitity	Unit Price	Estimated Total Price
1	Cleaning & Televising of 8-12" Sanitary Sewer	LF	11,432	$1.20	$13,718.40
					$0.00
	Total Amount Bid:				$13,718.40

Proposed 5 year Maintence Program

Item No.	Description	Unit	Estimated Quanitity	Unit Price	Estimated Total Price
1	2017 Cleaning & Televising of 8-12" Sanitary Sewer	LF	7,679	$1.30	$9,982.70
2	2018 Cleaning & Televising of 8-12" Sanitary Sewer	LF	10,849	$1.20	$13,018.80
3	2019 Cleaning & Televising of 8-12" Sanitary Sewer	LF	14,177	$1.20	$17,012.40
4	2020 Cleaning & Televising of 8-12" Sanitary Sewer	LF	15,180	$1.20	$18,216.00
5	2021 Cleaning & Televising of 8-12" Sanitary Sewer	LF	7,972	$1.30	$10,363.60
					$0.00
	Total Amount Bid:				$68,593.50

T&M Rates for Items outside the scope of work that may be needed

1	Televising only	HR	1	$225.00
2	Reverse Setups	EA	1	$112.50
3	Root Cutting & Deposits (Camera & Jet Vac)	HR	1	$450.00
4	Heavy Cleaning with Jet Vac	HR	1	$225.00
5	Cutting of Protruding Taps (requires Jet Vac & Camera)	HR	1	$500.00
6	Additional Tech (if needed)	HR	1	$65.00

*Additional items would be tracked in half-hour increments

Wenner Holdings, LLC, DBA Empire Pipe Services
415 Truman Street
North Mankato, MN 56003

Shawn Wenner, CEO Empire Pipe Services

EMPIRE
PIPE SERVICES
www.empire-pipe.com

May 10, 2016

Proposal

Submitted To: City of Maple Plain
5050 Independence Street
Maple Plain, MN 55359

Attn: Harry Stricklen

Job Name/ Location: Sanitary Sewer Cleaning & Inspection Program, Maple Plain, MN

We hereby submit the following specifications per these scope clarifications:

- (2) digital Copies of DVD's or thumb drives and reports to be provided
- Our technicians are PACP certified (Pipeline Assessment Certification Program) and the video will be conducted per PACP guidelines as requested
- If needed our televising software is GIS compatible
- Our proposal is based off the email RFQ received
- Sewer Maps/Plans will need to be provided and manholes need to be exposed
- When cleaning we assume a dump site for all vacuumed debris will be in close proximity
- Cleaning includes up to (2) cleaning passes, over (3) will be considered "heavy cleaning"
- If a reverse setup is required due to pipe conditions this will be an additional charge
- We assume to have access to water at no additional charge to conduct cleaning
- Our price is based off this volume, a reduction in these amounts may result in an increase in the per foot price
- One mobilization is figured for each year
- Minimal Traffic Control is included at this time. Additional Traffic control may be needed from time to time if manholes are located in a high traffic zone.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature: Shawn Wenner

Acceptance of Proposal The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

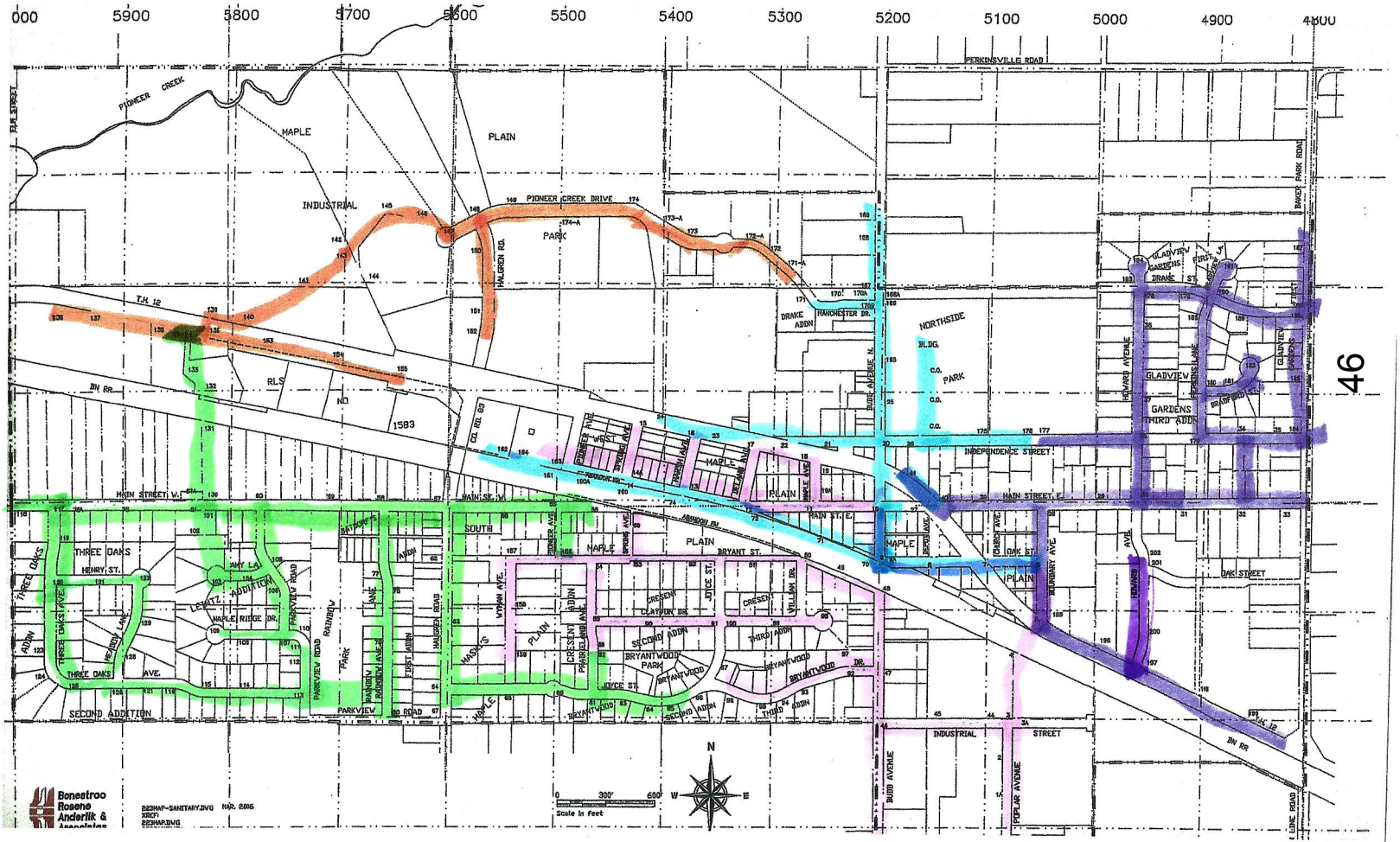
Date of Acceptance

Authorized Signature

swenner@empire-pipe.com

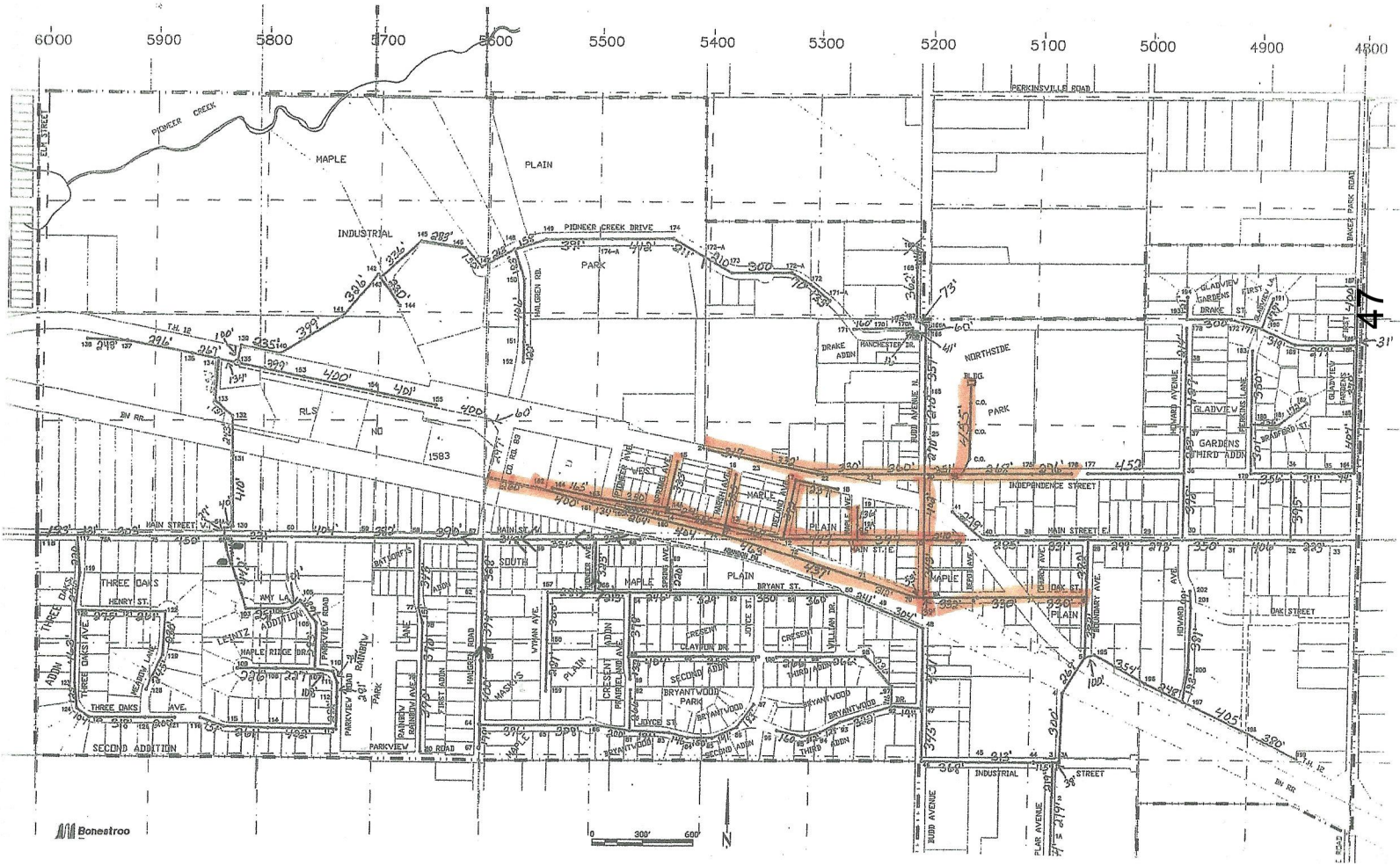
Ritter Inc.

Cleaning and Televising of 8'-12' Sanitary Sewer	$1.43/LF
Total	$16,347.76


5900
5800
5700
5600
5500
5400
5300
5200
5100
5000
4900
4800
PERKINSVILLE ROAD
PIONEER CREEK
MAPLE
PLAIN
INDUSTRIAL
PIONEER CREEK DRIVE
PARK
HALGREN RD.
DRAKE ADDN
MANCHESTER DR.
NORTHSIDE
BLDG.
C.O.
PARK
BUDD AVENUE N.
GLADVIEW GARDENS
DRAKE ST.
FIRST
GLADVIEW GARDENS THIRD ADDN
HEWARD AVENUE
PERKINS LANE
BAKER PARK ROAD
INDEPENDENCE STREET
MAIN STREET W.
MAIN ST. W.
MAIN ST. E.
MAIN STREET E.
ARMORY DR.
SOUTH
PLAIN
BRYANT ST.
OAK ST.
OAK STREET
BLANCHARD AVE.
THREE OAKS
HENRY ST.
AMY LA.
LEMATZ ADDITION
WAPLE RIDGE DR.
THREE OAKS AVE.
SECOND ADDITION
PARKVIEW ROAD
RAUNER PARK
FIRST ADDN
HALGREN ROAD
MASONS
CRESENT ADDN
CLAYTON DR.
JOYCE ST.
WILLIAM DR.
SECOND ADDN
THIRD ADDN
BRYANTWOOD PARK
BRYANTWOOD DR.
INDUSTRIAL STREET
BUDD AVENUE
POPLAR AVENUE
BN RR.
TJH 12
ELM STREET
RLS
ND
1583
Bonestroo Rosene Anderlik & Associates
823MAP-SANITARY.DWG
X0027
823MAP.DWG
MAR. 2006
0 300' 600'
Scale in feet
N
W
E

10,896 ft

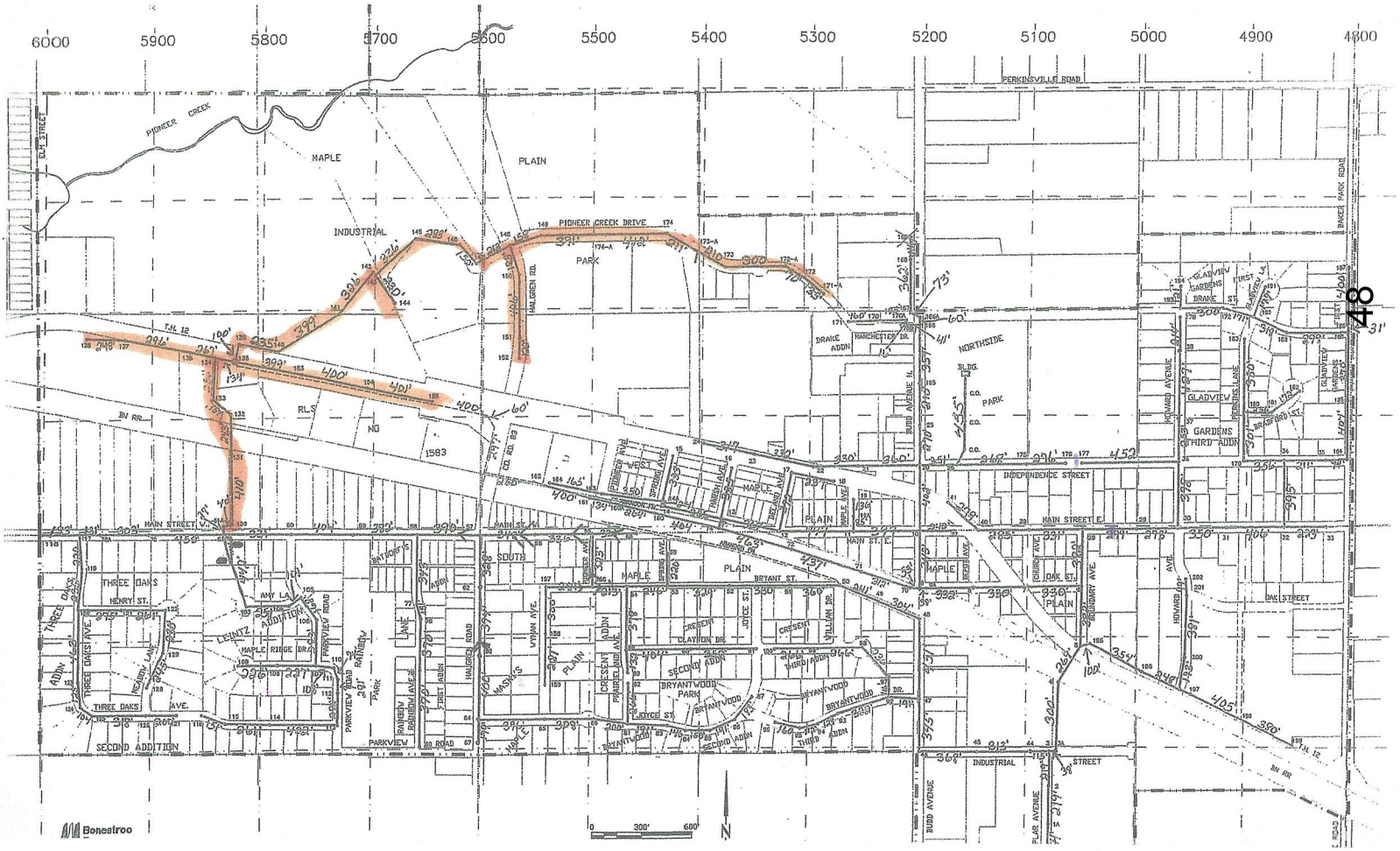
2016 Jetting + Televising



47

8,027 ft

2017 Jetting & Televising

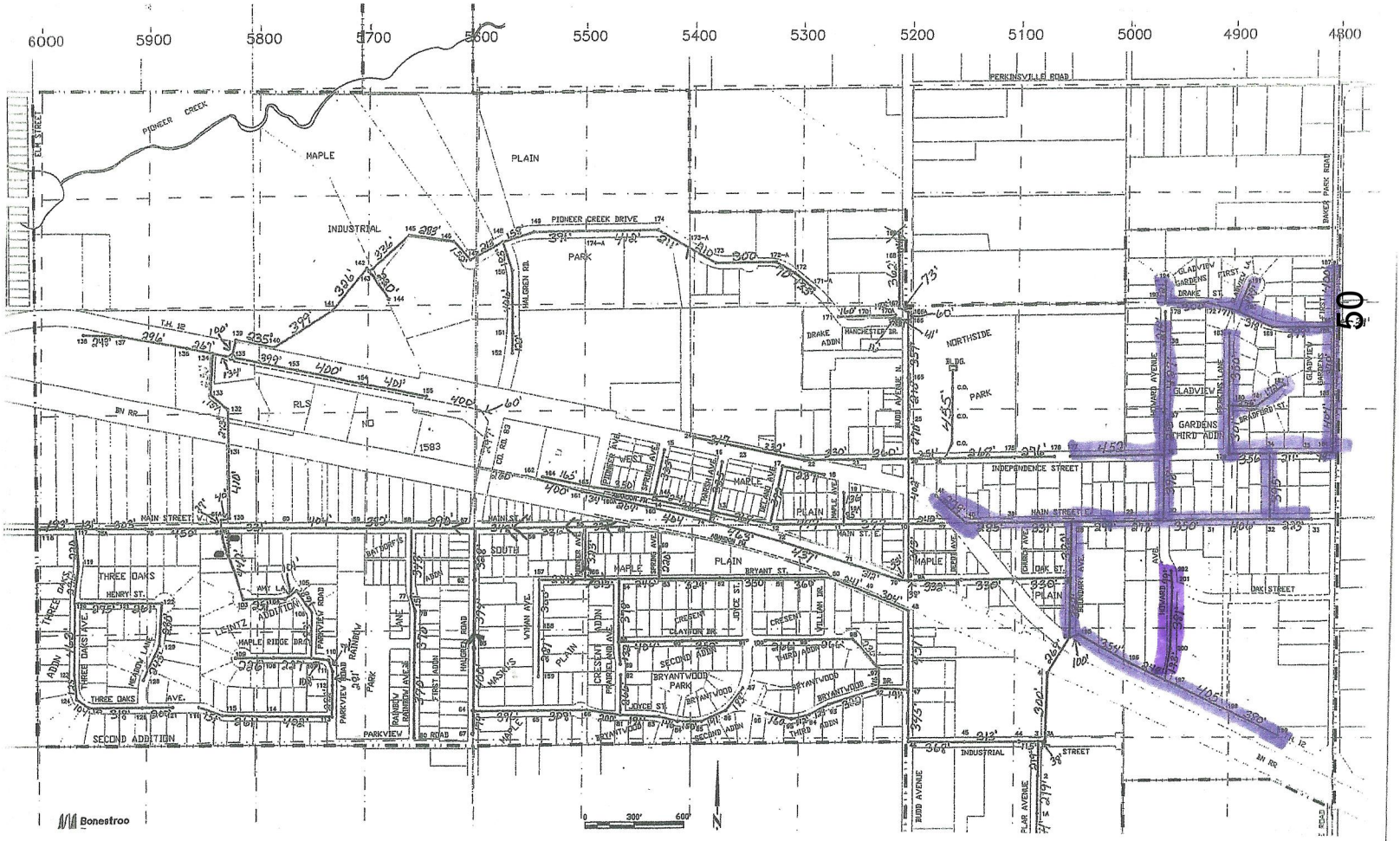


14,612 Ft

2019 Jetting + Televing

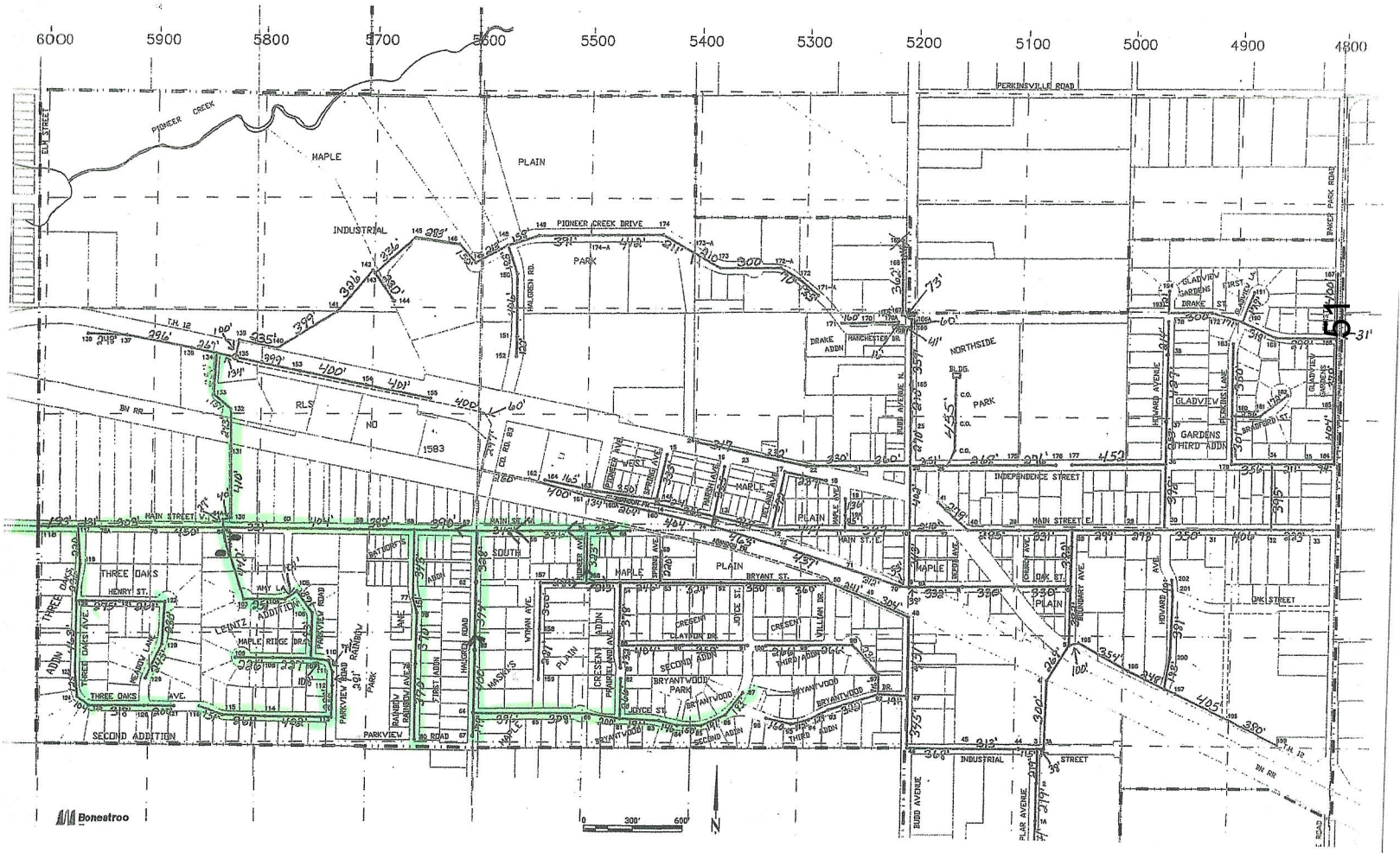
11,337 ft

2018 Jetting + Televising



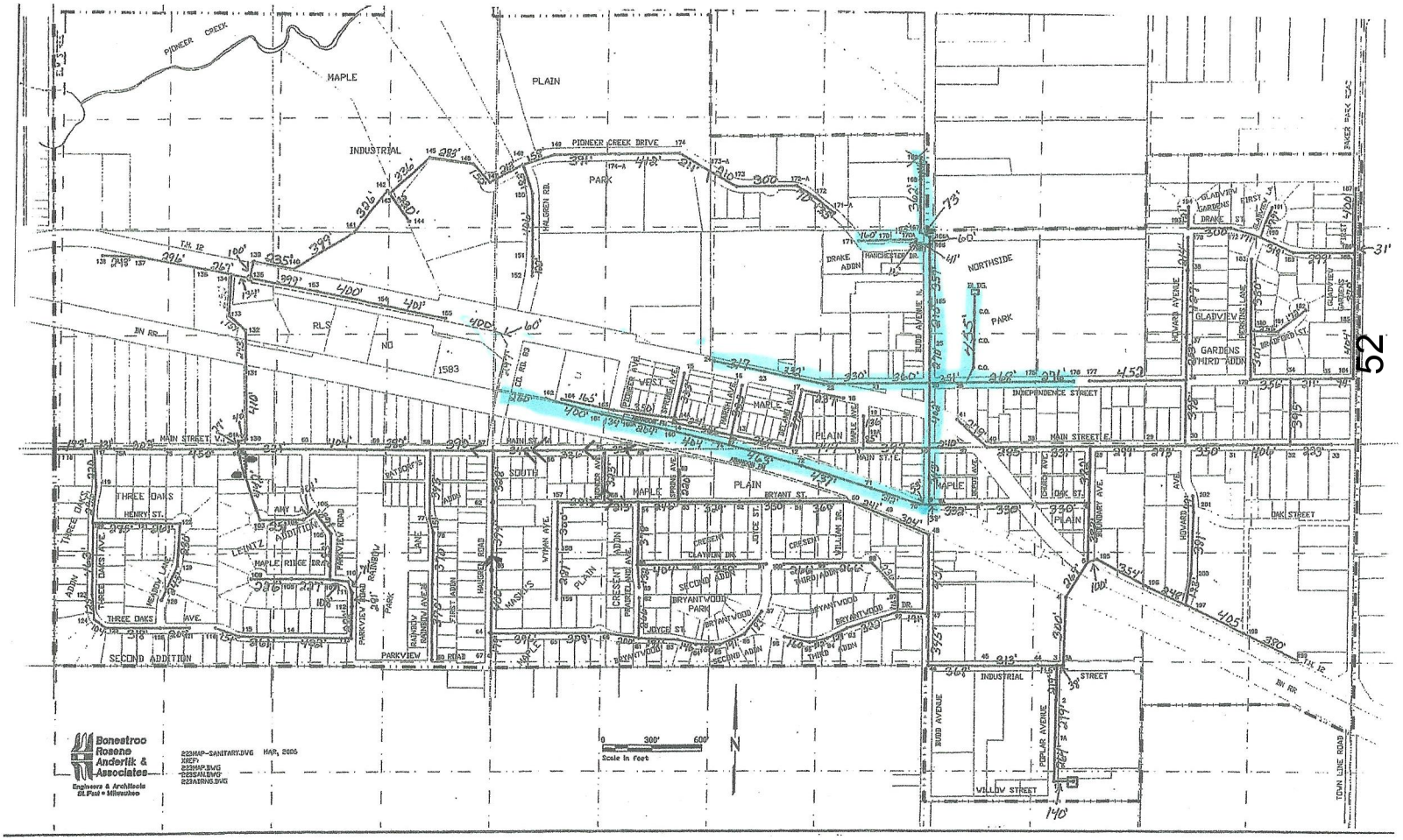
15,417 ft

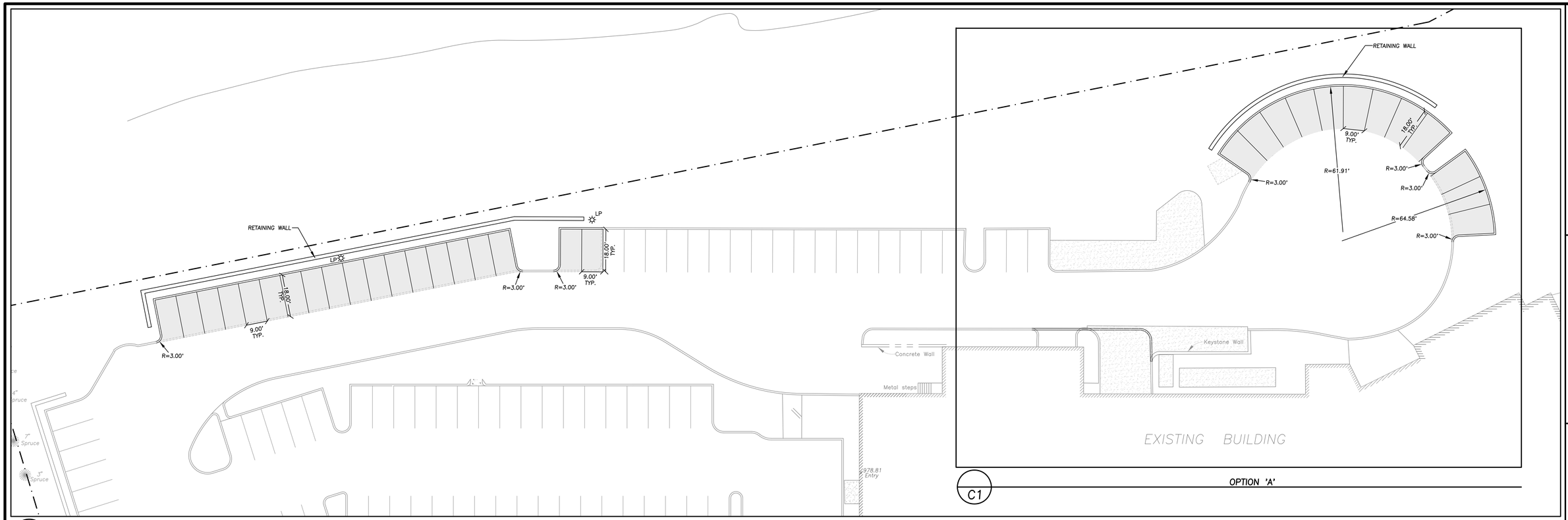
2020 Jetting + Televising



7,797 ft

2021 Jetting + Televising





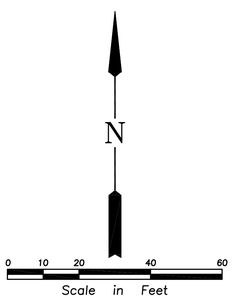
C1 OPTION 'A'

C1 SITE DIMENSION PLAN

SITE NOTES

1. All dimensions between curbing and to radius points are to face of curb.
2. All curb and gutter on private property shall be type B-612 as per the details unless otherwise noted.
3. All parking stall striping width is 9.00' unless otherwise noted.
4. All stall striping on parking lot curves is radial and 9.00' wide at inside of radius unless noted otherwise.

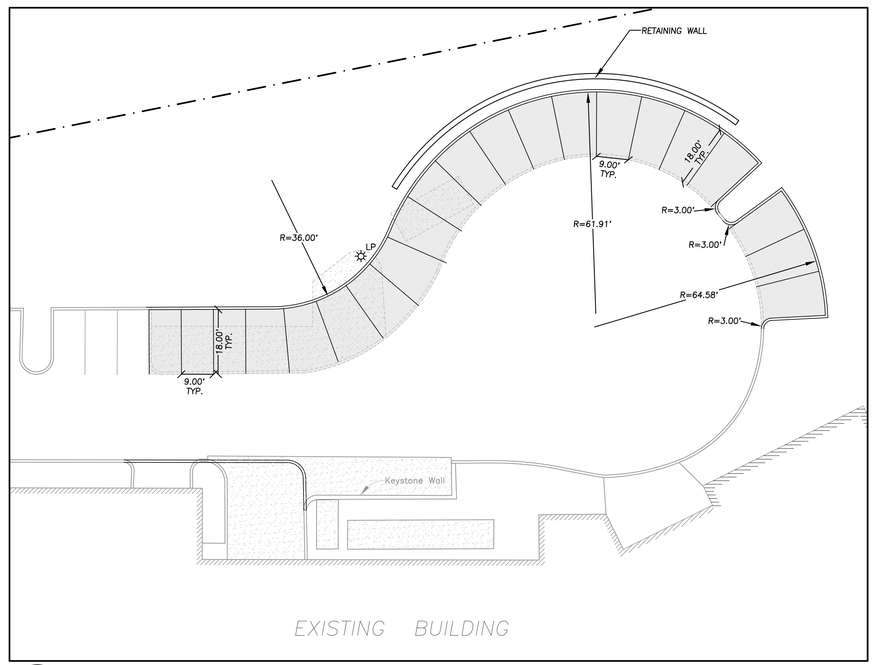
PROGRESS PRINT
3-24-16



LEGEND

PROPOSED STD. DUTY BITUMINOUS

PROPOSED CONCRETE



C1 OPTION 'B'

Rehder & Associates, Inc.
Civil Engineers, Planners and Land Surveyors
3440 Federal Drive, Suite 110 • Eagan, Minnesota 55122
651-452-5051 • Fax: 651-452-9797 • email: info@rehder.com

PROJECT NO.: 161-2716.012 DRAWING FILE: 2716012.DWG

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

PRELIMINARY

Name John A. Krausert Date

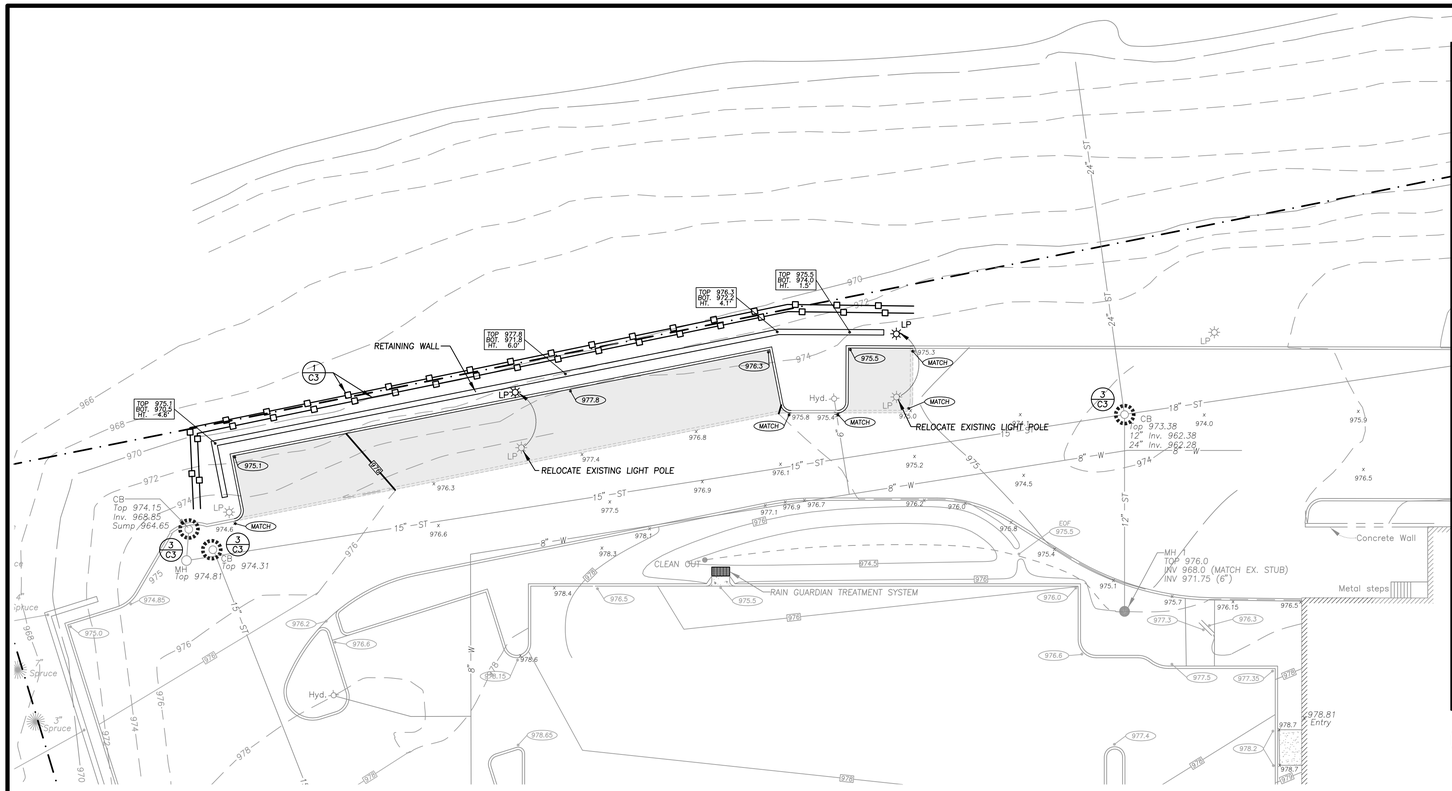
Reg. No. 16525

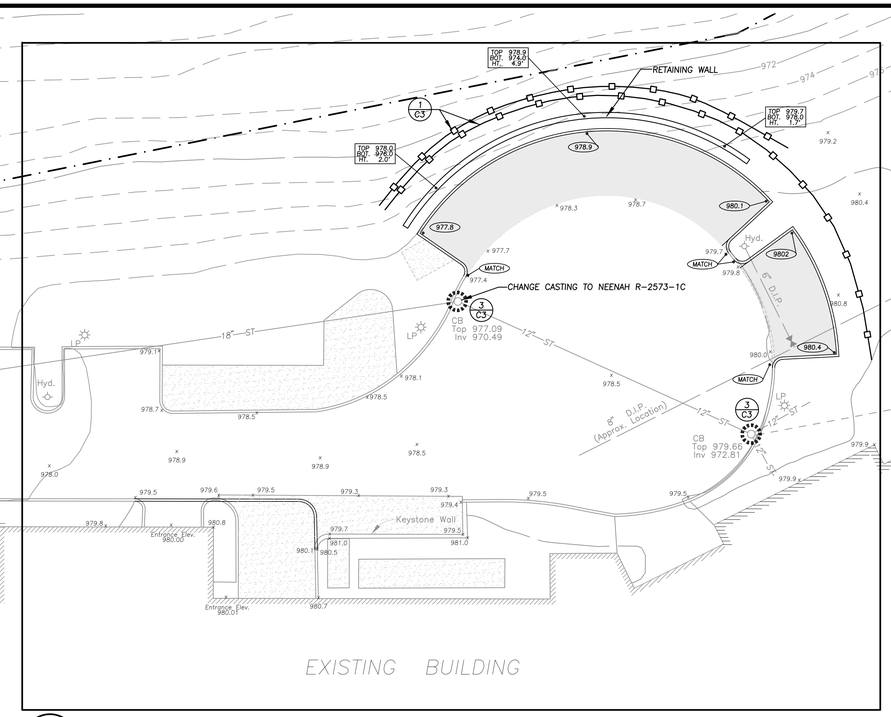
Issued	
CITY SUBMITTAL	3-25-16

SITE DIMENSION PLAN
PROTO LABS - NORTHERLY PARKING EXPANSION
CITY OF MAPLE PLAIN

SHEET NUMBER

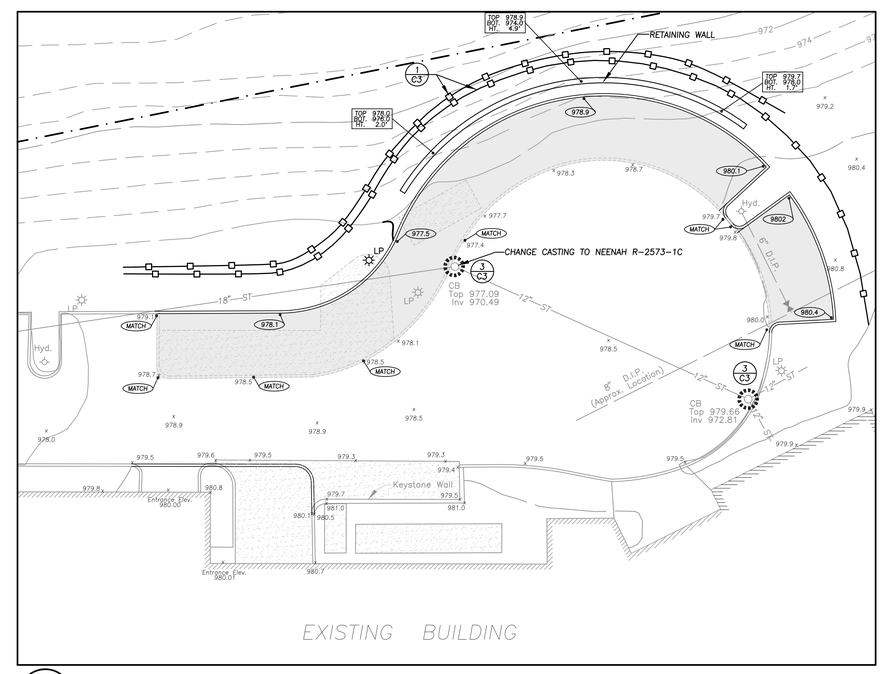
C1





C2

OPTION 'A'



C2

OPTION 'B'

GRADING NOTES

1 – All elevations shown are to final surfaces.

EROSION CONTROL NOTES

1 – All erosion control measures shown shall be installed prior to grading operations and maintained until all areas disturbed have been restored.

2 – Sweep paved public streets as necessary where construction sediment has been deposited.

3 – Each area disturbed by construction shall be restored per the specifications within 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.

4 – Temporary soil stockpiles must have silt fence around them.

5 – Excess concrete/water from concrete trucks shall be disposed of in a portable washout concrete basin or disposed of in a contained area.

PROGRESS PRINT
3-24-16

N

0 10 20 40 60
Scale in Feet

LEGEND

- PROPOSED STD. DUTY BITUMINOUS
- PROPOSED CONCRETE
- 1050 PROPOSED CONTOUR
- 980.0 PROPOSED ELEVATION
- SILT FENCE
- INLET PROTECTION DEVICE
- 980 EXISTING CONTOUR
- × 980.0 EXISTING ELEVATION

Rehder & Associates, Inc.
Civil Engineers, Planners and Land Surveyors
3440 Federal Drive, Suite 110 • Eagan, Minnesota 55122
651-452-5051 • Fax: 651-452-9797 • email: info@rehder.com

PROJECT NO.: 161-2716.012 DRAWING FILE: 2716012.DWG

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

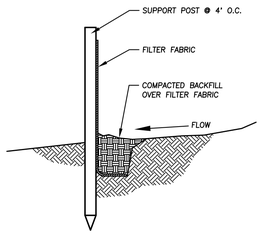
PRELIMINARY

Name Date
Reg. No.

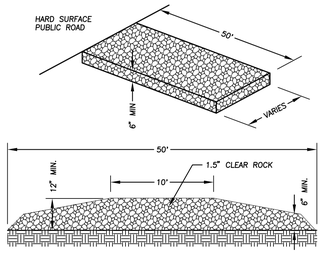
Issued
CITY SUBMITTAL 3-25-16

GRADING, DRAINAGE & EROSION CONTROL PLAN
PROTO LABS – NORTHERLY PARKING EXPANSION
CITY OF MAPLE PLAIN

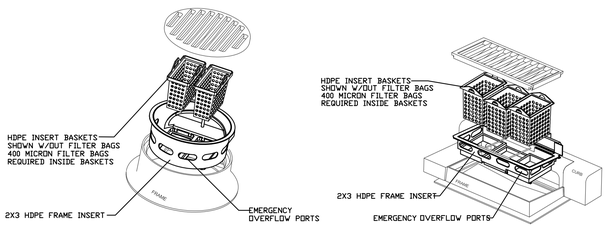
SHEET NUMBER
C2



1 / C3 — SILT FENCE
NO SCALE

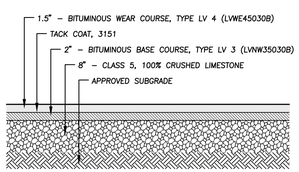


2 / C3 — ROCK CONSTRUCTION ENTRANCE
NO SCALE



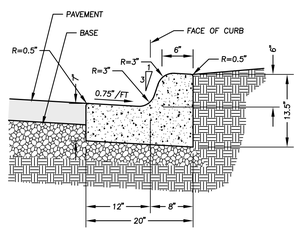
NOTE: USE THIS TYPE OF INLET PROTECTION AFTER THE CASTING IS INSTALLED.

3 / C3 — INLET PROTECTION (INFRASAFE OR EQUAL)
NO SCALE



NOTE: VERIFY ADEQUACY OF PAVEMENT SECTION WITH ENGINEER AFTER SUBGRADE SOILS ARE EXPOSED AND BEFORE BITUMINOUS PAVEMENT IS PLACED.

4 / C3 — PAVEMENT SECTION
NO SCALE



Note: Where contours indicate, ignore 0.75"/ft slope indicated above and match adjoining pavement slope to prevent gutter from "ponding".

5 / C3 — B612 CONCRETE CURB & GUTTER
NO SCALE

PROGRESS PRINT
3-24-16

SPECIFICATIONS

GENERAL

I. GENERAL

A. Before construction begins, the Contractor will contact all utility companies, both public and private and have them locate all utilities within the construction limits.
B. The Contractor shall be responsible for arranging all required inspections with the governing authority that has jurisdiction over the work that is to be performed.
C. The Contractor shall stay within the construction limits unless approved otherwise by the Owner and or Engineer. Construction limits are defined by the property boundary unless shown different on the plan.
D. The Contractor shall be responsible for protecting all existing structures, utilities, trees, etc. from damage during construction.
E. The Contractor shall be responsible for correcting any damage (at Contractor's expense).
F. Any discrepancies found on the site that affect the proposed work shall be reported to the Owner and/or Engineer before the completion of any additional work.
G. No soils report provided. Subgrade soils assumed adequate for the proposed construction.
H. Existing Topography Survey provided by Rehder & Associates, Inc.

SITE CLEARING

I. GENERAL

A. Remove trees, shrubs, grass, and other vegetation or obstructions, as required, to permit installation of improvements shown on the Plans.

II. EXECUTION

A. Trees and stumps shall be hauled from the site. Burial on-site or burning of trees and stumps will not be allowed.
B. Where existing trees are indicated to remain, leave existing topsoil in place within drip lines to prevent damage to root system.
C. Topsoil shall be stripped from disturbed areas and stockpiled in piles not exceeding 8-feet in depth.
D. Remove all back dirt and unsuitable material from under drives and roadways within 3-feet of final pavement subgrade.
E. Remove all waste materials and unsuitable or excess topsoil from Owner's property.

GRADING, EROSION CONTROL, AND TURF ESTABLISHMENT

I. GENERAL

A. All grading, erosion control and turf establishment shall be according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
B. All erosion control measures shown on the plans must be installed prior to commencement of grading operations and maintained until all areas altered on the site have been restored.
C. All areas disturbed by construction shall be restored with seed and disked mulch, sod, wood fiber blanket, or be hard surfaced within two weeks of substantial completion of construction.
D. Provide approved borrow soil materials from off-site when sufficient approved soil materials are not available from excavations. Remove all excess and unsatisfactory material from the site.
E. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earthwork operations.
F. Compaction shall not be less than the following percentages of maximum dry density according to ASTM D 698:
   i. Under structures, building slabs, steps, and pavements, compact the top 12 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
   ii. Under walkways, compact the top 6 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
   iii. Under lawn or unpaved areas, compact the top 6 inches below subgrade and each layer of backfill or fill material at 95 percent maximum dry density.
G. Grades as shown on the plan are to finished grade.

II. PRODUCTS

A. Satisfactory soils include ASTM D 2487 soil classification groups GW, GP, GM, SW, SP, and SM; free of rock or gravel larger than 2-inches in any dimension, debris waste, frozen materials, vegetation and other deleterious matter.
B. Unsatisfactory soils include ASTM D 2487 soil classification groups GC, SC, ML, MH, CL, CH, OL, OH, and PT.
C. All backfill and fill materials must be satisfactory soil materials.
D. Topsoil shall be per ASTM D 5268, free of stones 1" or larger.
E. Subbase and base material must be a naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand meeting MNDOT Specifications for Class 5 gravel.
F. Spring/Summer temporary turf establishment: seed shall be MNDOT Mixture 110 @ 100 lbs/acre and mulch shall be MNDOT Type 1.
G. Winter temporary turf establishment: seed shall be MNDOT Mixture 100 @ 100 lbs/acre and mulch shall be MNDOT Type 1.
H. Provide fresh, clean, strongly rooted sod not less than 2 years old with a uniform thickness of not less than 2 inches and free of weeds.

III. EXECUTION

A. Fill under buildings shall be compacted to meet Soil Engineer's recommendations.
B. Place 4-inches of topsoil over all areas to be re-established with turf.
C. Provide erosion control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways.
D. Wherever construction vehicle access routes intersect paved public roads, provisions must be made to minimize the transport of sediment (mud) by runoff or vehicles tracking onto the paved road surface. Where sediment is transported onto a public road surface, the roads shall be cleaned thoroughly at the end of each day. Sediment shall be removed by shoveling or sweeping and be transported to a sediment controlled disposal area. Street washing shall be allowed only after sediment is removed in this manner.

BITUMINOUS PAVEMENT

I. GENERAL

A. Provide hot-mix asphalt pavement according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified
B. Conform to applicable standards of authorities having jurisdiction for asphalt paving work on public property.

II. PRODUCTS

A. Use coarse and fine aggregate materials and gradations that have performed satisfactorily in previous installations.
B. Provide a base and wear course as indicated on the plan unless otherwise specified.
C. Provide a tack coat as indicated on the plan unless otherwise specified.

III. EXECUTION

A. Verify that the subgrade is dry and in suitable condition to support paving and imposed loads.
B. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to placement.
C. Machine place hot-mix asphalt on prepared surface, spread uniformly, and strike off. Place asphalt mix by hand to areas inaccessible to equipment in a manner that prevents segregation of mix. Place each course to required grade, cross section, and thickness, when compacted.
D. Begin compaction as soon as placed hot-mix paving will bear roller weight without excessive displacement.
E. Provide an average density of 96 percent of reference laboratory density according to ASTM D 1559, but not less than 94 percent nor greater than 100 percent
F. Tolerances: Base course thickness shall be plus or minus 0.5-inches and surface course shall be plus or minus 0.25-inches.

PORTLAND CEMENT CONCRETE PAVEMENT

I. GENERAL

A. Provide Portland cement concrete pavement for roads, curbs, walks and exterior slabs according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.

II. PRODUCTS

A. Portland cement concrete for curb and gutter and sidewalk shall be 4000 psi, 28-day compressive strength, 5.0% air entrainment, and 3-inch slump.
B. Provide Grade-60 reinforcing bars and tie bars where indicated.
C. Curing compound shall be solvent-borne, liquid membrane-forming ASTM C309, Type I or approved equal.

III. EXECUTION

A. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to pavement placement.
B. Comply with requirements and with ACI 304R for measuring, mixing, transporting, and placing concrete.
C. Comply with the Concrete Reinforcing Steel Institute's recommended practice for "Placing Reinforcing Bars" for placing and supporting reinforcement.
D. Preformed expansion joints using 0.5-inch thickness shall be placed at each end of curb radius, at intersections, and approximately every 200-feet.
E. Contraction joints shall be placed at minimum 10-foot intervals in the curb and gutter and at 5-foot for walks.
F. Provide a medium to fine broom finish perpendicular to traffic flow.
G. Protect freshly placed concrete from premature drying and excessive cold or hot temperatures using moisture curing, moisture-retaining-cover curing, curing compound or a combination of these.

Rehder & Associates, Inc.
Civil Engineers, Planners and Land Surveyors
3440 Federal Drive, Suite 110 • Eagan, Minnesota 55122
651-452-5051 • Fax: 651-452-9797 • email: info@rehder.com

PROJECT NO.: 161-2716.012 DRAWING FILE: 2716012.DWG

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

PRELIMINARY

Name _____ Date _____
Reg. No. _____

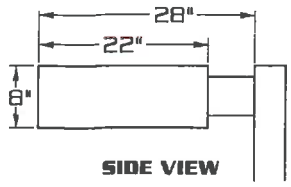
Issued
CITY SUBMITTAL
3-25-16

DETAILS & SPECIFICATIONS PLAN
PROTO LABS – NORTHERLY PARKING EXPANSION
CITY OF MAPLE PLAIN

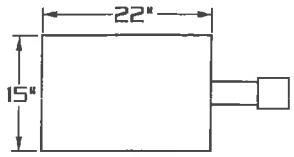
SHEET NUMBER
C3

VERSALUX

[400 WATT MAX.]

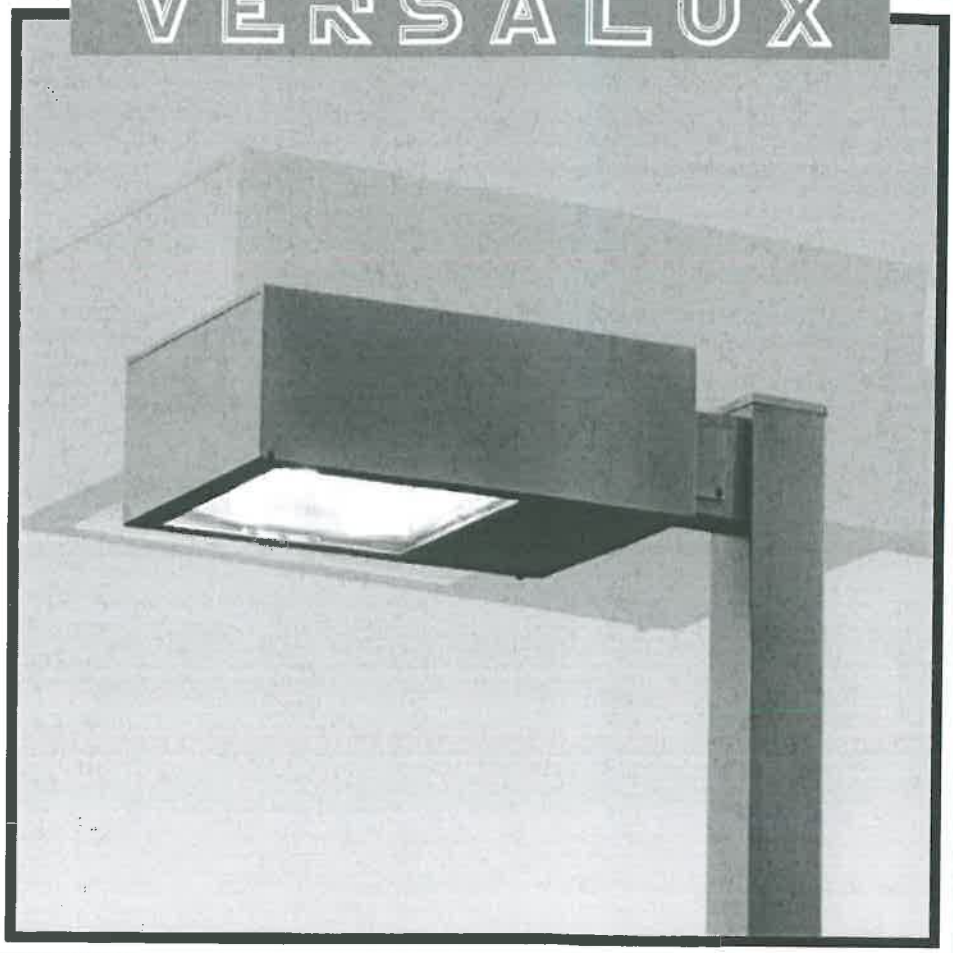


SIDE VIEW



TOP VIEW

E.P.A.- 1.72



SPECIFICATIONS

HOUSING: ONE PIECE HEAVY GAUGE DIE FORMED ALUMINUM CONSTRUCTION WITH SEPARATE BALLAST COMPARTMENT.

LENS ASS'Y: ONE PIECE HINGED HEAVY GAUGE DIE FORMED ALUMINUM DOOR FRAME SURROUNDS 3/16" CLEAR TEMPERED GLASS LENS. GLASS IS SEALED TO DOOR WITH HIGH TEMPERATURE SILICONE SEAL. TWO CAPTIVE THUMBSCREWS DISENGAGE LENS ASSEMBLY FROM HOUSING WITHOUT THE USE OF TOOLS.

OPTICS: COMPUTER DESIGNED ONE PIECE SEMI SPECULAR HYDROFORMED REFLECTOR COMBINES WITH LENS TO PRODUCE A HIGHLY EFFICIENT, SHARP CUTOFF. OPTICS ARE FIELD ROTATABLE.

GASKETING: CLOSED CELL EPDM GASKETING COMPRESSED BETWEEN DOOR AND HOUSING SEALS OPTICAL CHAMBER.

LAMP HOLDER: MOGUL BASE PORCELAIN.

LAMP: (BY OTHERS)

BALLAST: H.P.F./C.W.A. AUTOTRANSFORMER, -20° STARTING TEMPERATURE. ELECTRICAL COMPONENTS ARE MOUNTED TO HINGED REMOVABLE TRAY FOR EASY ACCESS.

ARM: 3"X5"X6" LONG HEAVY WALL EXTRUDED ALUMINUM. ARM IS SECURED TO HOUSING AND TO POLE WITH STAINLESS STEEL RODS.

FINISH: POLYESTER POWDER COAT-STATE OF THE ART 20 PSI PRESSURE POWER WASH AT 140° TEMPERATURE INCORPORATES FOUR STEP IRON PHOSPHATE PROCESS TO CLEANSE AND PRETREAT THE METAL SURFACE FOR MAXIMUM PAINT ADHESION. ELECTROSTATICALLY APPLIED TEXTURED POLYESTER POWDER TOP COAT IS BAKED AT 400° TEMPERATURE FOR MAXIMUM HARDNESS AND EXTERIOR DURABILITY.

U.L. Listed for wet location

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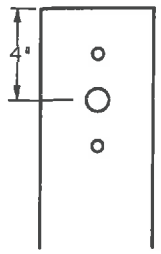
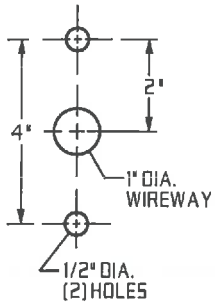
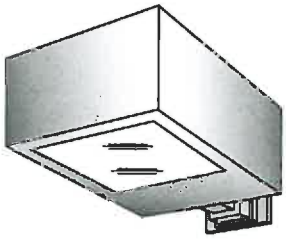
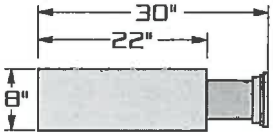
POLE DRILLING TEMPLATE





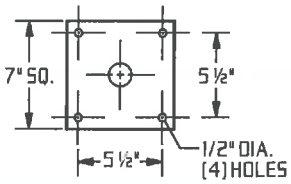
WALL MOUNT



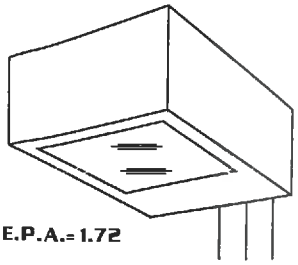


EXTRUDED ALUMINUM ARM AND CAST ALUMINUM WALL BRACKET ASSEMBLY PROVIDED WITH BUILT IN GASKETED WIRE ACCESS FOR FIXTURE/SUPPLY WIRE CONNECTION.

WALL PLATE



LAMP SIZE: 100 - 400 WATT



E.P.A.= 1.72

RECTILINEAR HEAVY GAUGE ALUMINUM HOUSING.

FIELD ROTATABLE OPTICS.

FIELD ADJUSTABLE OPTICS. TYPE II AND III LIGHT DISTRIBUTION.

HINGED BALLAST TRAY, WITH QUICK DISCONNECT PLUG FOR EASY ACCESS TO ELECTRICAL COMPONENTS.

TOOLESS LUMINAIRE ACCESS.

ORDERING INFORMATION

MODEL NO.: VRS	OPTICS	WATTAGE TYPE VOLTAGE	MOUNTING	FINISH	OPTIONS

MODEL NO.:	OPTICS	LAMP	MOUNTING	FINISH	OPTIONS
VRS	☐ TYPE I I..... (hydroform) ☐ TYPE II II..... (hydroform) ☐ TYPE III III..... (hydroform) ☐ TYPE IV (FORWARD THROW) IV..... (segmented) ☐ TYPE V V-SQ.. (segmented)	WATTAGE TYPE VOLTAGE ☐400 ☐HPS ☐120 ☐250 ☐MH ☐208 ☐200 ☐MV ☐240 ☐175 ☐277 ☐150 ☐480 ☐100 ☐MT METAL HALIDE UNITS ONLY USE ED28 LAMP FOR 400 W. USE MEDIUM BASE LAMP FOR 100 W.	ARMMOUNT ☐1 ..... STREET LIGHTING ARM MOUNT ☐ST23..... (TO FIT OVER 2 3/8" O.D. ARM) ADJUSTABLE KNUCKLE ☐NKLE23..... (TO FIT OVER 2 3/8" O.D.) ☐NKLE27..... (TO FIT OVER 2 7/8" O.D.) WALL MOUNT ☐WM ..... SEE ACCESSORIES SECTION FOR ST23 AND NKLE DETAILS	STANDARD TEXTURED FINISH ☐ BLACK RAL-9005-T ☐ WHITE RAL-9003-T ☐ GREY RAL-7004-T ☐ DRK BRONZE RAL-8019-T ☐ GREEN RAL-6005-T FOR SMOOTH FINISH REMOVE SUFFIX "T" (EXAMPLE: RAL-9500) SEE WEBSITE FOR ADDITIONAL COLORS	☐ CLEAR POLYCARBONATE DIFFUSER .....LEX ☐ HOUSE SIDE SHIELD .....HS ☐ PHOTO CELL + VOLTAGE (EXAMPLE: PC120V) .....PC+V ☐ TWIST LOCK PHOTO CELL+VOLTAGE (EXAMPLE TPC120V) .....TPC+V ☐ TWIST LOCK RECEPTACLE ONLY .....TPR ☐ SINGLE FUSE (120V., 277V) .....SF ☐ DOUBLE FUSE (208V., 240V) .....DF ☐ TAMPER PROOF .....TP

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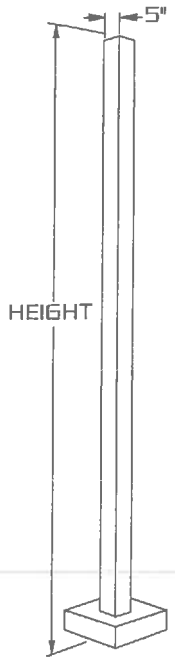
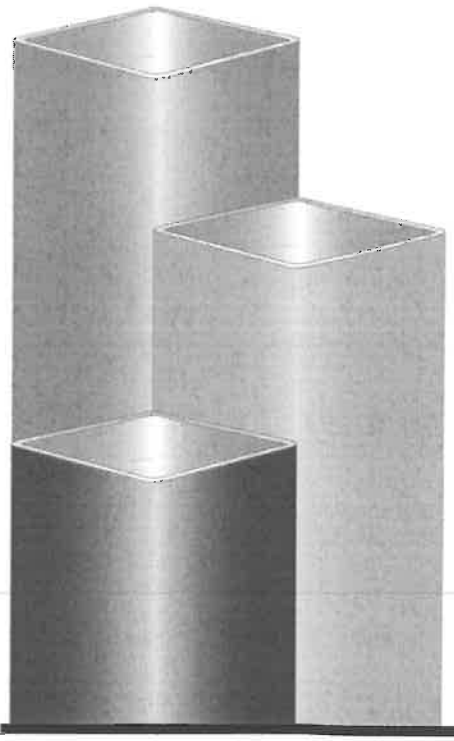
SNTS 5"





5" SQUARE STRAIGHT STEEL

SPECIFICATIONS

SHAFT: 5" SQUARE, FABRICATED FROM HIGH GRADE STRUCTURAL STEEL TUBE. SHAFT CONFORMS TO ASTM-A-501-68 SPECIFICATIONS. MEETS OR EXCEEDS MINIMUM YIELD STRENGTH OF 46,000 P.S.I. WALL THICKNESS 11 GA. (.120 WALL)OR 7 GA. (.180 WALL) AS SPECIFIED. REINFORCED HAND HOLE IS FURNISHED WITH COVER. SHAFT IS FURNISHED WITH GROUND LUG LOCATED INSIDE POLE ON WALL OPPOSITE HAND HOLE.

BASE PLATE: FABRICATED FROM STRUCTURAL QUALITY HOT ROLLED STEEL. MEETS OR EXCEEDS MINIMUM YIELD STRENGTH OF 36,000 P.S.I. BASE TELESCOPES AND IS CIRCUMFERENTIALLY WELDED TO POLE SHAFT. SLOTTED BOLT HOLES PROVIDE 1" FLEXIBILITY ON EITHER SIDE OF BOLT CIRCLE CENTERLINE.

ANCHORAGE: (4) ANCHOR BOLTS FABRICATED FROM HOT ROLLED STEEL BAR, MINIMUM YIELD STRENGTH OF 50,000 P.S.I. BOLTS HAVE "L" BEND ON ONE END AND ARE THREADED ON THE OTHER END. BOLTS ARE FULLY GALVANIZED AND ARE FURNISHED WITH TWO NUTS AND TWO WASHERS.

BASE COVER: FABRICATED FROM HEAVY GAUGE QUALITY CARBON STEEL. TWO PIECE COVER CONCEALS BASE.

FINISH: FOUR (4) STAGE FINISH PROCESS IS TOPPED BY TWO (2) COLOR COATS OF ULTRAVIOLET RESISTANT ACRYLIC ENAMEL. THE UNIQUE SURFACE PREPARATION PROCESS INCLUDES TWO (2) CLEANING AND TWO (2) PRIME COATS WHICH PROVIDE A RUST FREE SUBSTRATE PRIOR TO APPLICATION OF THE FINISH COATS.

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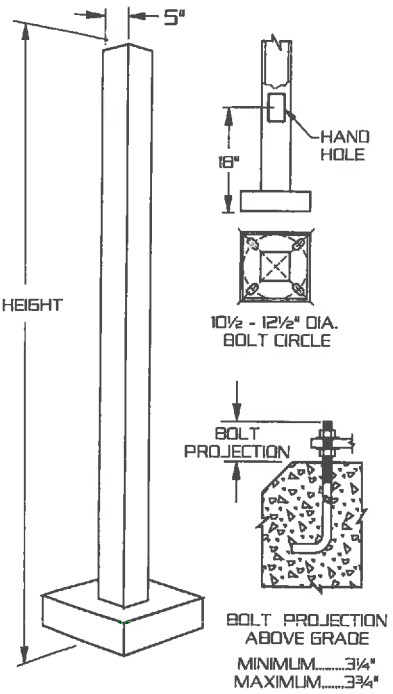
SNTS SERIES

ENGINEERING DATA

Maximum EPA - Square Feet

Catalog Number	Maximum Fixt. wgt.	100 MPH	90 MPH	80 MPH	70 MPH
SNTS 185-11	400	10.9	14.5	20.2	27.0
SNTS 205-11	400	8.6	12.0	16.6	23.3
SNTS 205-7	450	15.7	19.2	25.1	31.2
SNTS 255-11	400	5.1	6.5	9.8	14.6
SNTS 255-7	400	9.4	12.4	17.0	23.8
SNTS 305-11	350	N/A	2.8	5.7	7.5
SNTS 305-7	375	5.6	8.7	12.1	18.2
SNTS 355-7	350	2.5	5.2	9.3	14.9

All above design calculations are based on sustained wind forces plus additional 1.3 wind gust
(Example: Pole rated at 80 MPH withstands 104 MPH gusts)



ORDERING INFORMATION

MODEL NO.: SNTS	POLES	MOUNTING	FINISH	OPTIONS

MODEL NO.:	POLES	MOUNTING	FINISH	OPTIONS
SNTS				

POLES

	POLE HEIGHT	WALL THICKNESS	BOLT CIRCLE	ANCHORAGE
☐ 185-11	18'	11	11½"	1"X36"X4"
☐ 205-11	20'	11	11½"	1"X36"X4"
☐ 205-7	20'	7	11½"	1"X36"X4"
☐ 255-11	25'	11	11½"	1"X36"X4"
☐ 255-7	25'	7	11½"	1"X36"X4"
☐ 305-11	30'	11	11½"	1"X36"X4"
☐ 305-7	30'	7	11½"	1"X36"X4"
☐ 355-7	35'	7	11½"	1"X36"X4"

MOUNTING

☐ 2 3/8"X4" TENON **PT23**

☐ 2 7/8"X4" TENON **PT27**

☐ OTHER TENON MT ____

DRILL MOUNT

☐ 1.....
☐ 3-90....
☐ 2-180..
☐ 4-90....
☐ 2-90.....
☐ 3-120...

3-120 REQUIRES **PT27** AND **T3120** ADAPTER

FINISH

STANDARD TEXTURED FINISH

☐ BLACK **RAL-9005-T**
☐ WHITE **RAL-9003-T**
☐ GREY **RAL-7004-T**
☐ DRK BRONZE **RAL-8019-T**
☐ GREEN **RAL-6005-T**

OPTION:

☐ PRIME PAINT **PP**
☐ GALVANIZED **GLV**
☐ THERMOSET POLYESTER POWDER **PDR**

FOR SMOOTH FINISH REMOVE SUFFIX "T" (EXAMPLE: RAL-9500)

SEE WEBSITE FOR ADDITIONAL COLORS

OPTIONS

☐ DUPLEX RECEPTACLE **DUP**
☐ GFI RECEPTACLE **GFI**
☐ 3 WAY ADAPTER **T3120**

☐ 1/2" COUPLING **CPLN1/2**
☐ 3/4" COUPLING **CPLN3/4**
☐ 2" COUPLING **CPLN2**

(SPECIFY COUPLING LOCATION)

SEE ACCESSORIES SECTION FOR OTHER OPTIONS.

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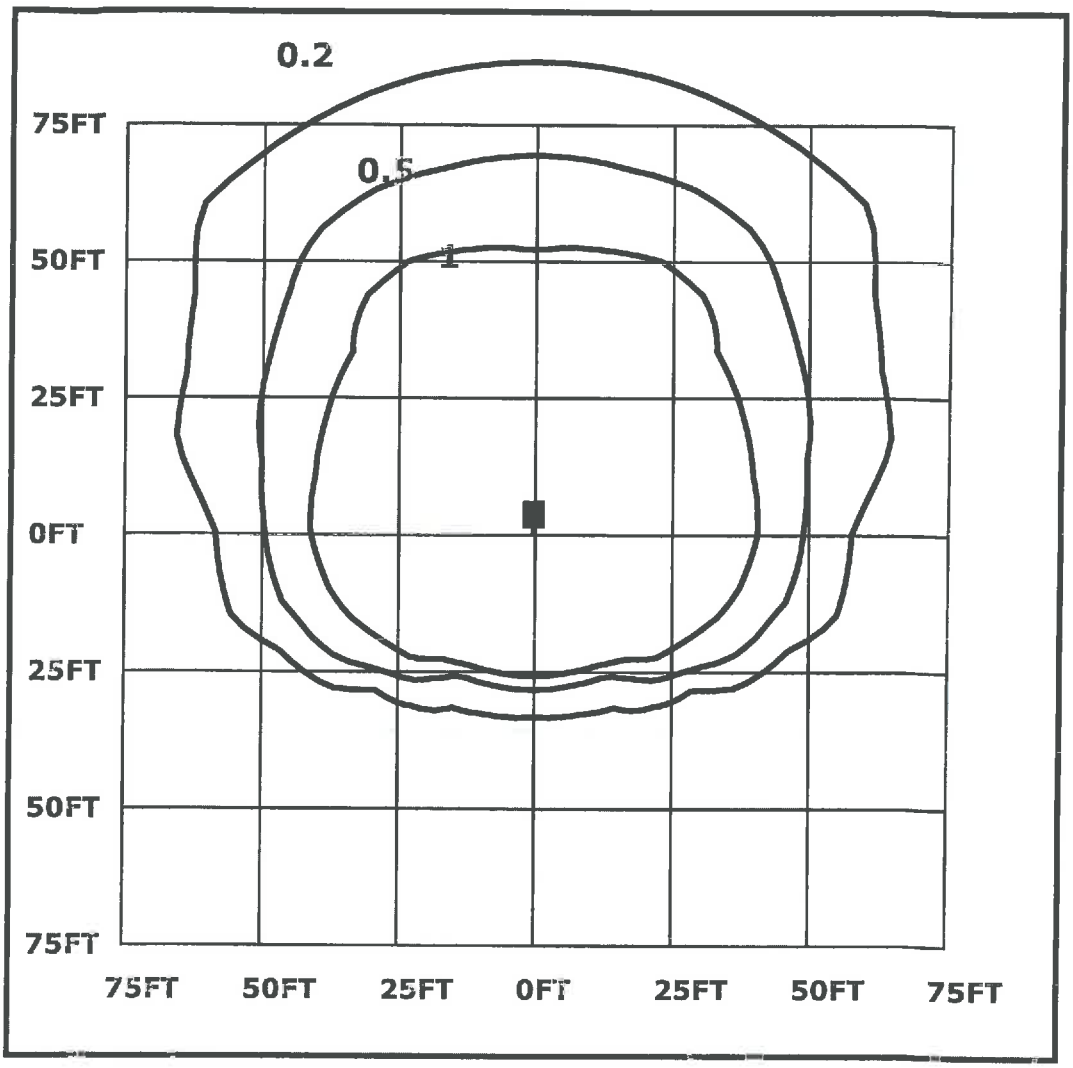
U.S. ARCHITECTURAL LIGHTING SUN VALLEY LIGHTING



LAYOUT SUMMARY

PRODUCT:	Versalux
FILE:	VRS-4-40M.IES
HEIGHT:	30 FT
INITIAL LUMENS:	36000
LLF:	1

PERFORMANCE

DOWNWARD EFFICIENCY:	64.87%
UPLIGHT (ABOVE 90°)*:	0.00%
HIGH ANGLE LIGHT (80°-90°)*:	.68%

* As Percent of Lamp Lumens

DESCRIPTION

Type IV Horizontal Segmented Reflector

City of Maple Plain

Request by Proto Labs for Site Plan Review and Variance to Allow an Expansion of the Existing Parking Lot for the Property Located at 5540 Pioneer Creek Drive

To:	City Council
From:	Mark Kaltsas, City Planner
Meeting Date:	May 23, 2016
Applicant:	Proto Labs
Owner:	Proto Labs
Location:	5540 Pioneer Creek Drive

Request:

Proto Labs, Inc. (Owner) requests that the City consider the following action for the property located at 5540 Pioneer Creek Drive (PID No. 24-118-24-32-0013):

a. Site Plan Review to allow for the expansion of the existing parking lot.

b. Variance from the required parking space minimum size requirements.

Property/Site Information:

The property is located along the north side of Pioneer Creek Drive. The subject property is located in the industrial park. The property has an existing building that is used for office, manufacturing and warehouse. The property has the following characteristics:

Property Information: 5540 Pioneer Creek Drive
Zoning: *I - Industrial*
Comprehensive Plan: *Industrial*
Acreage: 7 *Acres*

5540 Pioneer Creek Drive

Discussion:

The applicant is seeking site plan approval and a variance to expand the existing parking lot. All commercial and industrial development/expansion is required to go through the site plan review process. Site plan review requires the review of the Planning Commission and City Council. The Planning Commission holds a public hearing as a part of the site plan review process. The City shall consider the proposed site plan and subsequent effects relating to evaluation criteria established in the City's ordinance.

> *153.045 INTENT AND PROCEDURE*
>
> *(I) Evaluation criteria. The Planning Commission and City Council shall evaluate the effects of the proposed site plan. This review shall be based upon, but not be limited to, compliance with the City Comprehensive Plan, provisions of this chapter (Design Guidelines and City Engineering Requirements).*

The proposed parking lot expansion consists of an additional 31 or 40 spaces depending on which option the applicant choses. The applicant has provided two possible scenarios for consideration (Option A – Spaces or Option B – 40 spaces). There are currently 327 parking spaces on this site. Based on the recently completed interior improvements, the applicant is 7 spaces short of meeting the City's ordinance requirements. The applicant has provided a breakdown of the existing and proposed building uses so that the City can review the required parking. The summary of required parking is as follows:

Parking Summary:
Office Area – 1 space per 250 sf (76,537 sf/ 250) = 306 spaces required
Warehouse Area - 1 space per 400 sf (10,973 sf/400) = 28 spaces required
Total Number of Parking Spaces Required = 334
Total Number of Parking Spaces Provided (Option A) = 351
Total Number of Parking Spaces Provided (Option B) = 360

The proposed expansion of the existing parking area will allow the total site parking to exceed the minimum required. In addition to reviewing the minimum parking space requirements, the City reviews all other applicable design criteria. Design criteria considered during the review of the proposed parking expansion includes; setbacks, parking space design, parking lot lighting, storm water management, drainage and grading.

Setbacks:

In the I- Industrial Zoning District, parking is permitted to be located anywhere on the lot as long as it does not encroach into any designated buffer yards. The current parking lot has a setback of approximately 15 feet from the rear property line. The proposed parking spaces will be setback approximately 10 feet from the rear parking lot. The proposed parking lot meets applicable setbacks.

Parking Space Design:

Minimum Parking Space Width: 9 feet
Minimum Parking Space Length: 20 feet
Minimum Parking Aisle Width: 25 feet
Minimum Parking Aisle Width with One-Sided Parking: 22 feet

The applicant is seeking a variance from the stipulated parking space size requirements. The applicant is proposing to construct 18 foot deep parking spaces in lieu of the required 20 foot deep parking spaces. The remainder of the site currently has 18 foot deep parking spaces. The City previously granted a variance to the applicant to allow 18 foot deep parking spaces on this site. The City could consider granting a variance to allow 18 foot deep parking spaces across the entire lot. Parking spaces which are 18 feet deep and have an overhang area at the back of the space are common and would be considered "standard" for most applications. The proposed parking spaces back up to an open area and not to additional parking spaces; therefore, the spaces would meet the typical standard.

Fire Department Review:

The Fire Department reviewed the proposed parking expansion and did not believe it would have a negative effect on their ability to service this property.

Parking Lot Lighting:

Parking Lot lighting shall be arranged as to deflect light away from any adjoining residential zone or from the public streets. There are three (3) existing light poles located along the north property line adjacent to the existing parking lot. The lights are a shoebox type fixture with no part of the light extending below the bottom of the fixture housing (cut-off type fixture). The applicant has provided the City with the applicable photometric plan and light cut sheets. The City has reviewed the information provided and found the existing poles to meet the City's lighting standards.

Storm Water Management, Grading and Drainage:

The City's Engineer has reviewed the proposed parking lot expansion relating to storm water, grading and drainage. The City's Engineer had no formal comments relating to the proposed plans. The applicant will be constructing two retaining walls in order to accommodate the new parking spaces. The City will require additional details relating to the proposed retaining walls prior to construction. The applicant did submit the plans to the Pioneer Sarah Creek Watershed Commission. It was determined that the proposed parking space expansion (Option A or B) did not trigger any additional stormwater requirements.

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

H) Approval procedure and conditions. Pursuant to Minnesota Statutes, an application for a variance or appeal shall be approved or denied within 60 days from the date of its official and complete submission unless extended pursuant to statute or a time waiver is granted by the applicant.

(I) Review criteria.

(1) Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the Comprehensive Plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with this chapter.

(2) PRACTICAL DIFFICULTIES, as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by this chapter; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

(3) Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

(4) Variances shall be granted for earth sheltered construction as defined in M.S. § 216C.06, Subd., when in harmony with the ordinance.

(5) The City Council may not permit as a variance any use that is not allowed under this chapter for property in the zone where the affected person's land is located. The City Council as the case may be, may permit as a variance for the temporary use of a one-family dwelling as a two-family dwelling.

(6) The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

The proposed variance would allow the applicant to construct the new spaces to the same dimensions of the existing spaces. The size of the proposed spaces is consistent with the current "standard of practice" for similar office parking lots. The City will need to determine if the proposed variance to allow the reduced depth of parking spaces meets the criteria for granting a variance.

The proposed site plan generally meets the requirements established by the City. The parking lot configuration will allow the applicant to accommodate the internal building changes proposed by creating additional parking. If the future use of the existing building changes or additional expansion of the site is proposed, additional review by the City may be required. This could result in additional improvements being required.

Planning Commission Discussion:

Commissioners reviewed the proposed request for a variance and site plan review for the subject property. Commissioners asked about and further discussed parking lot depths and widths. Commissioners noted that 18 foot deep parking spaces with an open area for the vehicle overhang were reasonably sized and would support the office parking for the building. Commissioners stated that the City may want to review the parking space standards so that other businesses would not have to apply for a variance to have similarly sized parking spaces. Planning Commissioners discussed the overall site plan and believed that the variance being requested should apply to all future requests for parking space expansion on this property. Commissioners asked about the proposed aisle width and noted that it met the City's minimum width standard. The Planning Commission discussed the existing lighting and was satisfied that the applicant prepared a complete submittal that met all applicable requirements. The Planning Commission recommended approval of the request for a variance to the City Council with an additional condition that would allow the applicant to expand the parking lot (utilizing either option A or B) to a maximum of 360 parking spaces.

Neighbor Comments:
The City did receive a phone call from a neighboring Industrial Park building owner who was in favor of allowing the proposed parking lot expansion.

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

1. The proposed site plan review and variance meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.

2. The variance will allow all parking spaces on the subject property to be constructed to the following requirements:

    a. Parking Space Depth – 18 feet

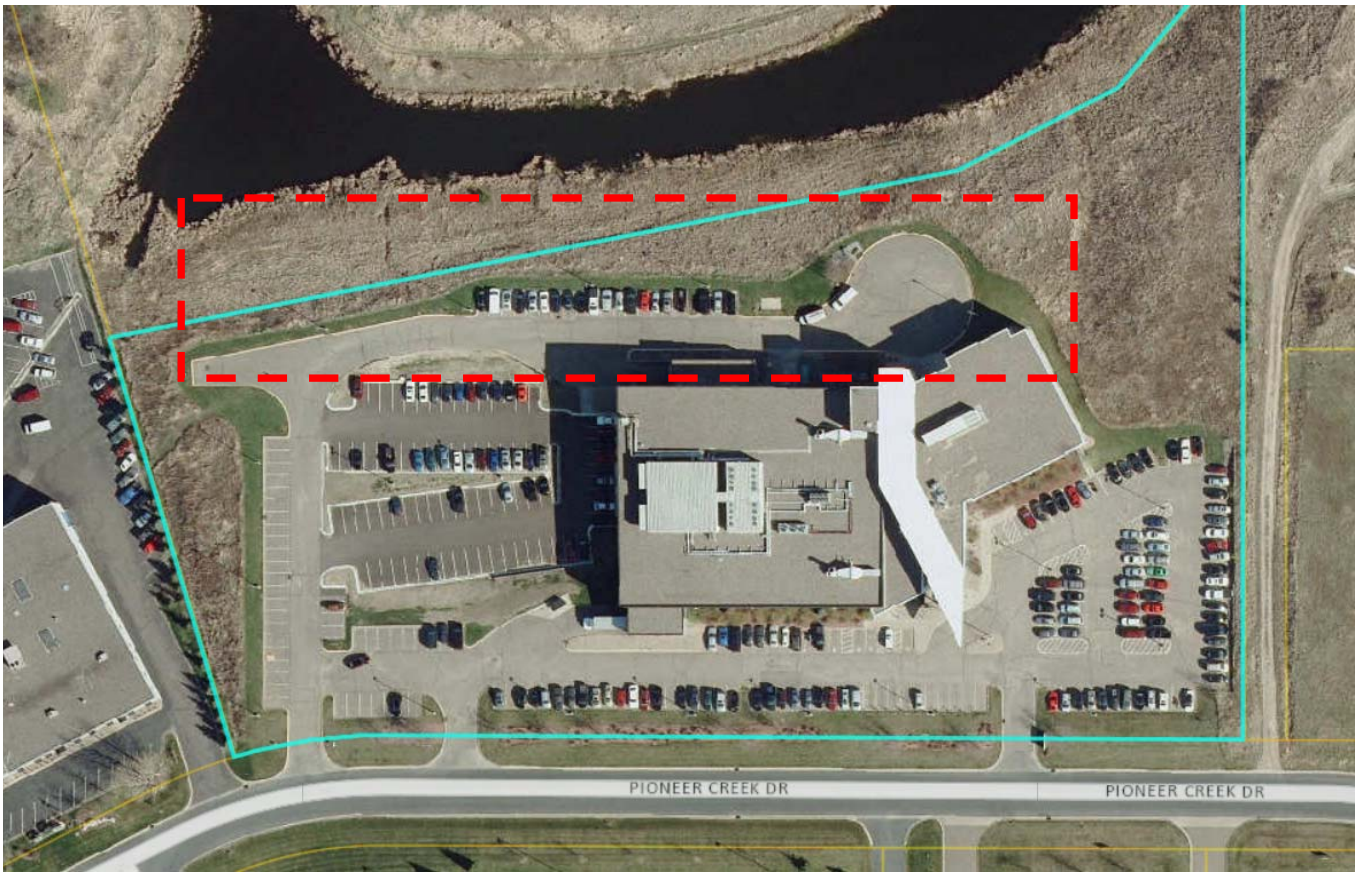
3. The City will require additional details relating to the proposed retaining walls prior to construction.

4. Any change to the interior use of the building may require additional review by the City. This includes the conversion of space from one use to another (i.e. warehouse to office).

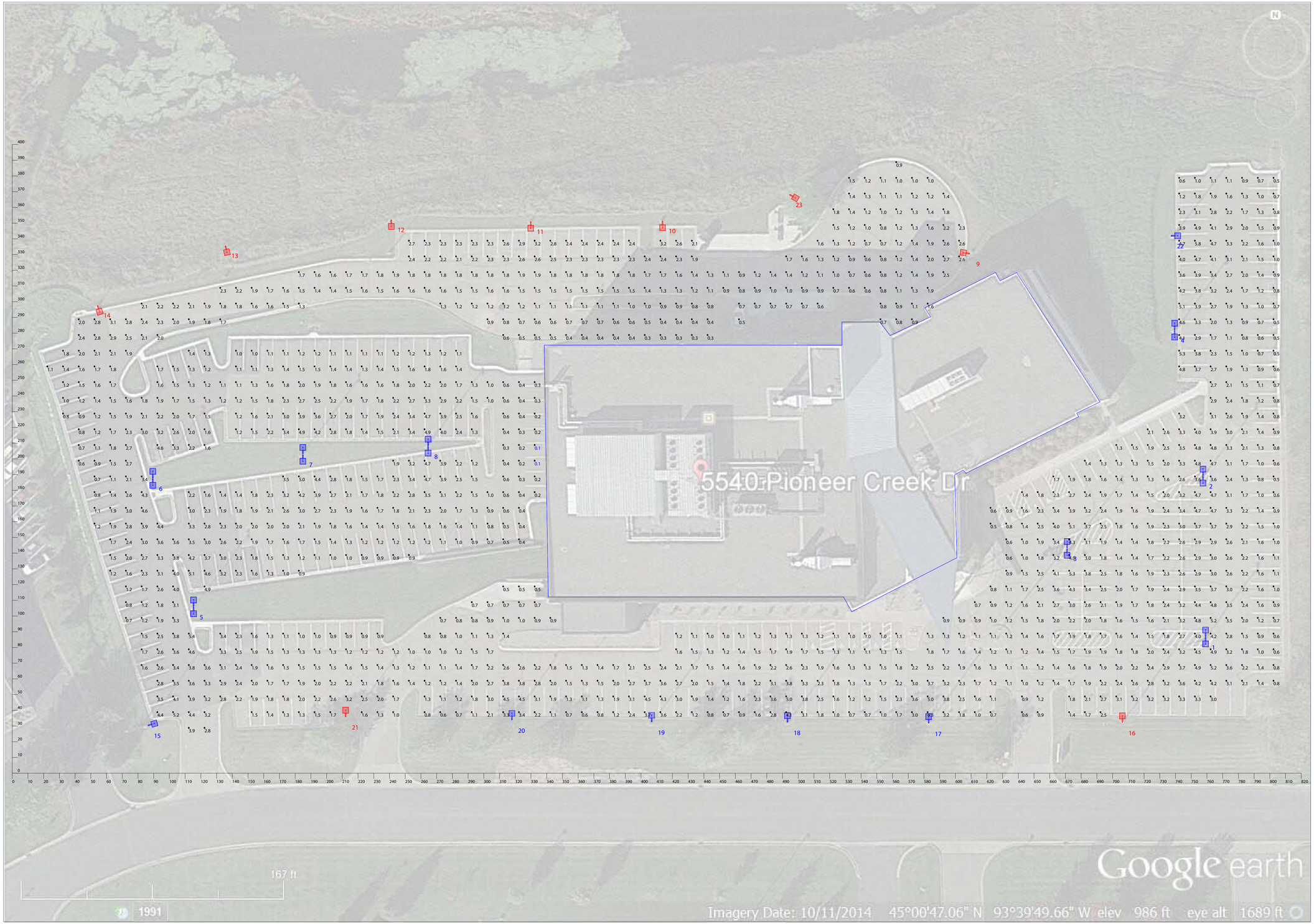
5. The Applicant shall pay for all costs associated with the City's review of the site plan review and variance.

Attachments:
1. Property Pictures
2. Civil Engineering Plans
3. Lighting Information
4. Resolution

Aerial Photograph



View Looking South



Scale: 1 inch= 30 Ft.

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Scale: as noted

Date:4/6/2016

Filename: Proto Labs 031615B.AGI

Drawn ByK. Deines

Job Name:
Proto Labs
Maple Plain, MN
Lighting Layout
Version B

Prepared For:
Rouzer Group
2738 Winnetha Ave N Ste215
New Hope, MN 55427

Filename: E:\PRE-JOBS\Proto Labs\Proto Labs 031615B.AGI

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170 Ludlow Avenue, Northvale, NJ 07647
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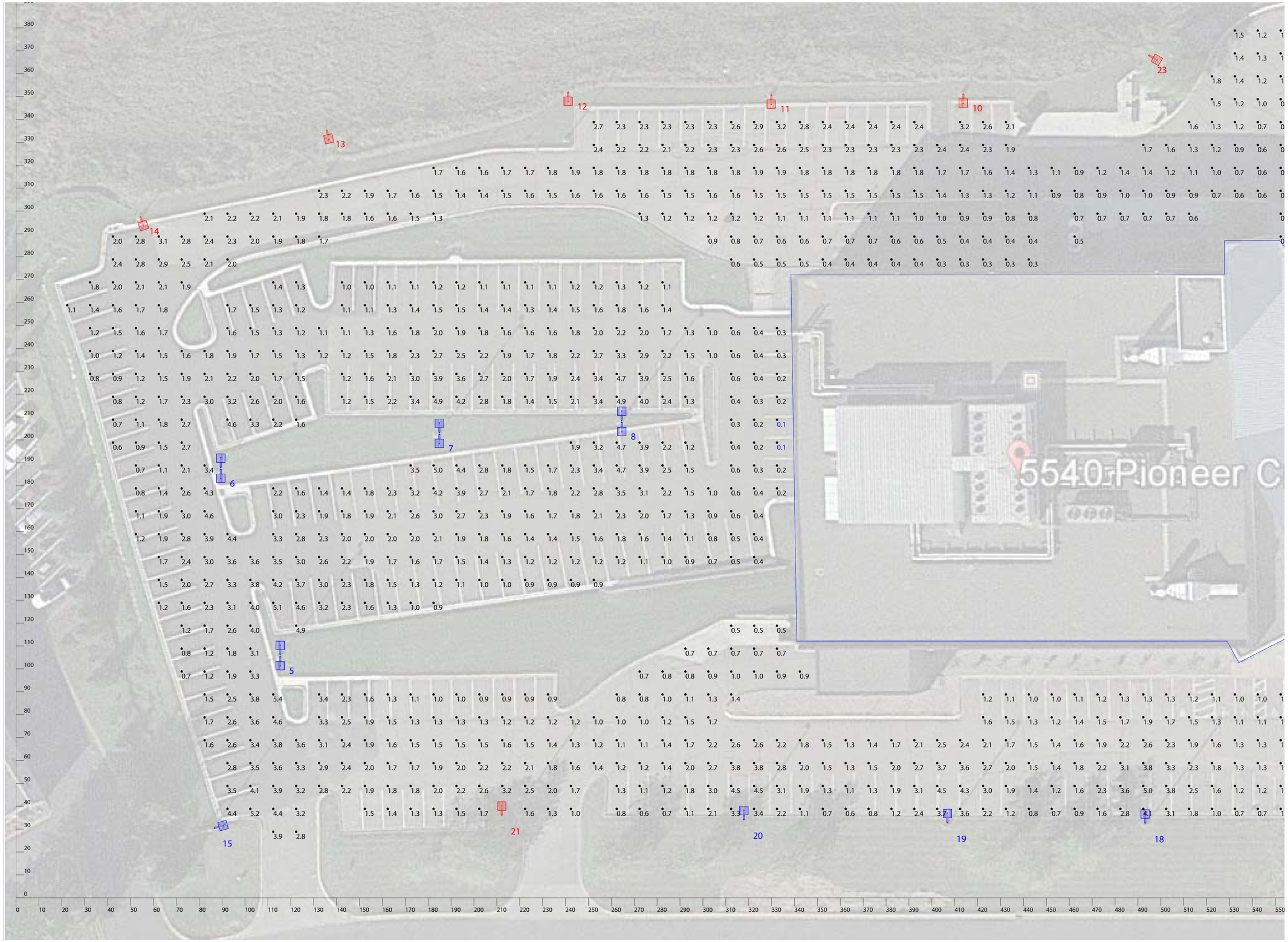

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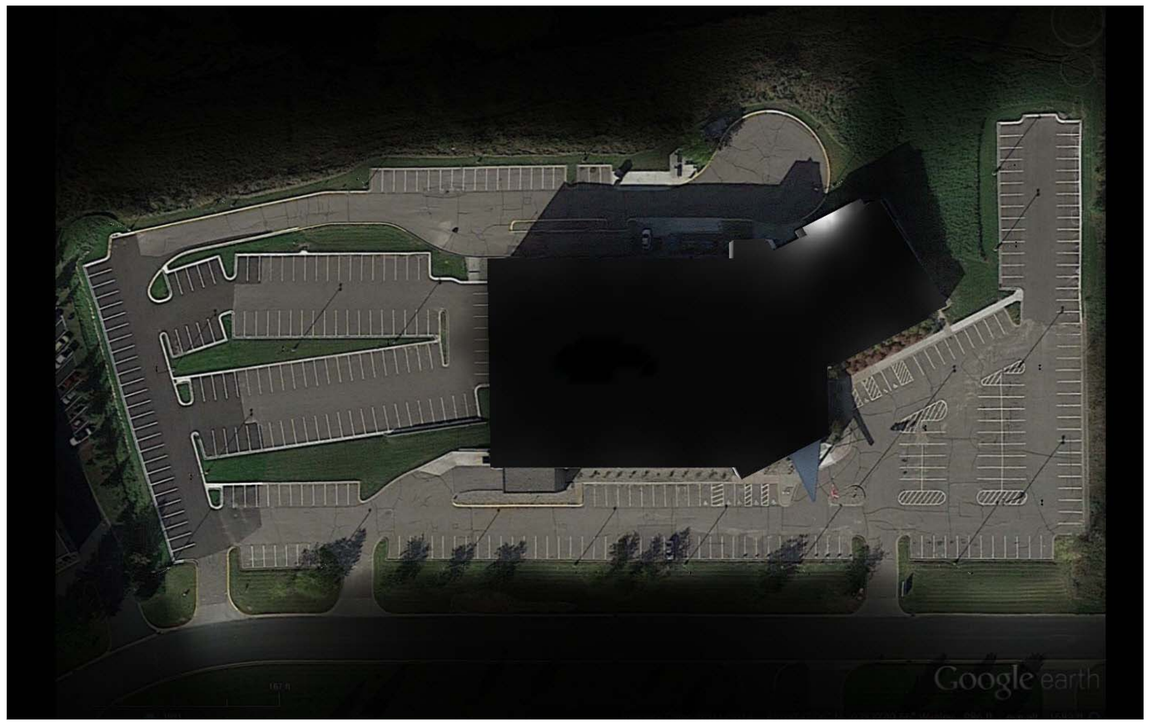
Calculation Summary											
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	Description	PtSpcLr	PtSpcTb	Meter Type
Parking Lot	Illuminance	Fc	1.92	5.8	0.1	19.20	58.00	readings taken at 0'-0" AFG	10	10	Horizontal

Luminaire Schedule												
Symbol	Qty	Tag	Label	Arrangement	Lum. Lumens	Arr. Lum. Lumens	LLF	Description	Lum. Watts	Arr. Watts	Total Watts	Filename
	9	A	ALED3T125-480	SINGLE	11431	11431	1.000	TYPE III POLE MOUNT	134.3	134.3	1208.7	ALED3T125-480 - Cool - ITL83219.IES
	6	B	ALED4T125-480	SINGLE	12513	12513	1.000	TYPE IV POLE MOUNTED	133.8	133.8	802.8	ALED4T125-480 - Cool - ITL83222.IES
	8	B2	ALED4T125-480X2@180°	BACK-BACK	12513	25026	1.000	TYPE IV POLE MOUNTED 2@180°	133.8	267.6	2140.8	ALED4T125-480 - Cool - ITL83222.IES

Expanded Luminaire Location Summary					
LumNo	Tag	X	Y	MTG HT	Orient
1	B2	759.15	88.17	30	90
1	B2	759.15	85.17	30	270
2	B2	757.48	190.56	30	90
2	B2	757.48	187.56	30	270
3	B2	671.05	144.52	30	90
3	B2	671.05	141.52	30	270
4	B2	739.48	283.4	30	90
4	B2	739.48	280.4	30	270
5	B2	115.37	107.33	30	90
5	B2	115.37	104.33	30	270
6	B2	89.44	189.13	30	90
6	B2	89.44	186.13	30	270
7	B2	184.9	204.37	30	90
7	B2	184.9	201.37	30	270
8	B2	264.55	209.6	30	90
8	B2	264.55	206.6	30	270
9	A	607.837	330.773	30	171.453
10	A	413.7	350.06	30	270
11	A	329.83	349.64	30	270
12	A	241.16	350.82	30	270
13	A	135.91	334.341	30	283.488
14	A	54.689	296.388	30	288.609
15	B	87.654	30.756	30	15.715
16	A	706.22	33.61	30	90
17	B	582.96	33.08	30	90
18	B	493.15	33.73	30	90
19	B	406.78	33.94	30	90
20	B	317.9	35.2	30	90
21	A	212.11	37.13	30	90
22	B	738.48	341.95	30	0
23	A	495.701	367.493	30	330.116
Total Quantity: 31					



ALED3T125-480
EPA: 0.75
Weight: 32.0 lbs

ALED4T125/480
EPA: 0.75
Weight: 32.0 lbs

ALED4T125/480X2@180°
EPA: 1.20
Weight: 64.0 lbs

NOTES:
* The light loss factor (LLF) is a product of many variables, only lamp lumen depreciation (LLD) has been applied to the calculated results unless otherwise noted. The LLD is the result (quotient) of mean lumens / initial lumens per lamp manufacturers' specifications.

* Illumination values shown (in footcandles) are the predicted results for planes of calculation either horizontal, vertical or inclined as designated in the calculation summary. Meter orientation is normal to the plane of calculation.

* The calculated results of this lighting simulation represent an anticipated prediction of system performance. Actual measured results may vary from the anticipated performance and are subject to means and methods which are beyond the control of RAB Lighting Inc.

* Mounting height determination is job site specific, our lighting simulations assume a mounting height (insertion point of the luminaire symbol) to be taken at the top of the symbol for ceiling mounted luminaires and at the bottom of the symbol for all other luminaire mounting configurations.

* RAB Lighting Inc. luminaire and product designs are protected under U.S. and International intellectual property laws. Patents issued or pending apply.

Lighting Design Disclaimer
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RAB LIGHTING
170 Ludlow Avenue, Northvale, NJ 07647
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ALED3T125/480

Specification grade area lights available in IES Type III distributions. For use for roadway, general parking and other area lighting applications where a larger pool of lighting is required. Replaces up to 400W metal halide. Patent pending thermal management system. 5 Year Warranty.

Color: Bronze

Weight: 32.0 lbs

Project:	**Type:**
Proto Labs	Parking Lot
Prepared By:	**Date:**
K. Deines	03/16/2015

Driver Info		**LED Info**	
Type:	Constant Current	Watts:	125W
120V:	N/A	Color Temp:	5000K (Cool)
208V:	N/A	Color Accuracy:	66 CRI
240V:	N/A	L70 Lifespan:	100,000
277V:	N/A	LM79 Lumens:	11,431
Input Watts:	134W	Efficacy:	85 LPW
Efficiency:	93%		

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Technical Specifications

Listings

UL Listing:

Suitable for wet locations.

IESNA LM-79 & LM-80 Testing:

RAB LED luminaries have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80, and have been received the Department of Energy "Lighting Facts" label.

DLC Listed:

This product is on the Design Lights Consortium (DLC) Qualified Products List and is eligible for rebates from DLC Member Utilities.

Dark Sky Approved:

The International Dark Sky Association has approved this product as a full cutoff, fully shielded luminaire.

LED Characteristics

Lifespan:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations.

Color Stability:

LED color temperature is warrantied to shift no more than 200K in CCT over a 5 year period.

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2011.

Construction

IES Classification:

The Type III distribution is ideal for roadway, general parking and other area lighting applications where a larger pool of lighting is required. It is intended to be located near the side of the area, allowing the light to project outward and fill the area.

Effective Projected Area:

EPA = 0.75

Ambient Temperature:

Suitable for use in 40°C (104°F) ambient temperatures.

Cold Weather Starting:

The minimum starting temperature is -40°F/-40°C.

Thermal Management:

Superior thermal management with external Air-Flow fins.

Housing:

Die-cast aluminum housing, lens frame and mounting arm.

Mounting:

Heavy-duty mounting arm with "O" ring seal & stainless steel screws

Reflector:

Specular vacuum-metallized polycarbonate

Gaskets:

High-temperature silicone gaskets

Finish:

Our environmentally friendly polyester powder coatings are formulated for high-durability and long-lasting color, and contains no VOC or toxic heavy metals.

Green Technology:

Mercury and UV free, and RoHS compliant. Polyester powder coat finish formulated without the use of VOC or toxic heavy metals.

For use on LEED Buildings:

IDA Dark Sky Approval means that this fixture can be used to achieve LEED Credits for Light Pollution Reduction.

Other

LEDs:

Multi-chip, high-output, long-life LEDs

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish.

Country of Origin:

Designed by RAB in New Jersey and assembled in the USA by RAB's IBEW Local 3 workers.

Buy American Act Compliant:

This product is a COTS item manufactured in the United States, and is compliant with the Buy American Act.

Recovery Act (ARRA) Compliant:

This product complies with the 52.225-21 "Required Use of American Iron, Steel, and Manufactured Goods-- Buy American Act-- Construction Materials (October 2010).

Trade Agreements Act Compliant:

This product is a COTS item manufactured in the United States, and is compliant with the Trade Agreements Act.

GSA Schedule:

Suitable in accordance with FAR Subpart 25.4.

Technical Specifications (continued)

Electrical

Drivers:

Two Drivers, Constant Current, Class 2, 1750mA, 347-480V, 50/60Hz, 0.30A, Power Factor 94.3%

Ballast Volts:

480V

Surge Protection:

4kV

Custom

THD:

14.1% at 480V

California Title 24:

See ALED3T125/D10, ALED3T125/BL, ALED3T125/PCS, ALED3T125/PCS2, or ALED3T125/PCT for a 2013 California Title 24 compliant product.

Optical

Replacement:

The ALED125 replaces 320W Metal Halide Area Lights.

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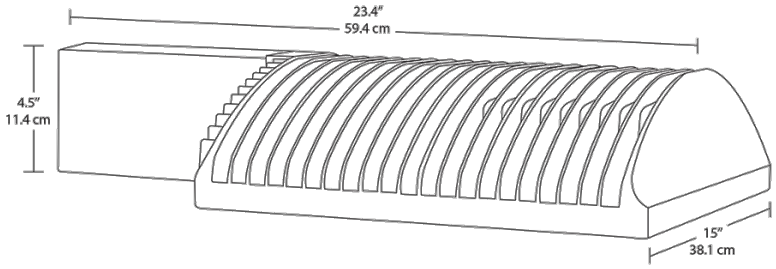
ALED3T125/480

Dimensions



Features

66% energy cost savings vs. HID

100,000-hour LED lifespan

Type III distribution

5-year warranty

Ordering Matrix

Family	Distribution	Watts	Mount	Color Temp	Finish	Voltage	Photocell	Dimming	Bi-Level
ALED									
	2T = Type II **3T** = Type III **4T** = Type IV	**150** = 150W **125** = 125W **105** = 105W	**Blank** = Arm **SF** = Slipfitter	**Blank** = Cool **Y** = Warm **N** = Neutral	**Blank** = Bronze **W** = White **RG** = Gray	**Blank** = 120-277V **/480** = 480V	**Blank** = No Photocell **/PC** = 120V Button **/PC2** = 277V Button **/PCS** = 120V Swivel **/PCS2** = 277V Swivel **/PCT** = 120-277V Twistlock **/PCS4** = 480V Swivel **/PCT4** = 480V Twistlock	**Blank** = No Dimming **/D10** = Dimmable	**Blank** = No B i-Level **/BL** = Bi-Level

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ALED4T125/480

Specification grade area lights available in IES Type IV distributions. Suited for mounting on the sides of buildings and walls, and for illuminating the perimeter of parking areas. Replaces up to 400W metal halide. Patent pending management system. 5 Year Warranty.

Color: Bronze

Weight: 32.0 lbs

Project:	**Type:**
Proto Labs	Parking Lot
Prepared By:	**Date:**
K. Deines	03/16/2015

Driver Info		**LED Info**	
Type:	Constant Current	Watts:	125W
120V:	N/A	Color Temp:	5000K (Cool)
208V:	N/A	Color Accuracy:	68 CRI
240V:	N/A	L70 Lifespan:	100,000
277V:	N/A	LM79 Lumens:	12,513
Input Watts:	134W	Efficacy:	94 LPW
Efficiency:	93%		

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Technical Specifications

Listings

UL Listing:

Suitable for wet locations.

IESNA LM-79 & LM-80 Testing:

RAB LED luminaries have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80, and have been received the Department of Energy "Lighting Facts" label.

DLC Listed:

This product is on the Design Lights Consortium (DLC) Qualified Products List and is eligible for rebates from DLC Member Utilities.

Dark Sky Approved:

The International Dark Sky Association has approved this product as a full cutoff, fully shielded luminaire.

LED Characteristics

Lifespan:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations.

Color Stability:

LED color temperature is warrantied to shift no more than 200K in CCT over a 5 year period.

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2011.

Construction

IES Classification:

The Type IV distribution (also known as a Forward Throw) is especially suited for mounting on the sides of buildings and walls, and for illuminating the perimeter of parking areas. It produces a semiCircular distribution with essentially the same candlepower at lateral angles from 90° to 270°.

Effective Projected Area:

EPA = 0.75

Ambient Temperature:

Suitable for use in 40°C (104°F) ambient temperatures.

Cold Weather Starting:

The minimum starting temperature is -40°F/-40°C.

Thermal Management:

Superior thermal management with external Air-Flow fins.

Housing:

Die-cast aluminum housing, lens frame and mounting arm.

Mounting:

Heavy-duty mounting arm with "O" ring seal & stainless steel screws

Reflector:

Specular vacuum-metallized polycarbonate

Gaskets:

High-temperature silicone gaskets

Finish:

Our environmentally friendly polyester powder coatings are formulated for high-durability and long-lasting color, and contains no VOC or toxic heavy metals.

Green Technology:

Mercury and UV free, and RoHS compliant. Polyester powder coat finish formulated without the use of VOC or toxic heavy metals.

For use on LEED Buildings:

IDA Dark Sky Approval means that this fixture can be used to achieve LEED Credits for Light Pollution Reduction.

Other

LEDs:

Multi-chip, high-output, long-life LEDs

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish.

Country of Origin:

Designed by RAB in New Jersey and assembled in the USA by RAB's IBEW Local 3 workers.

Buy American Act Compliant:

This product is a COTS item manufactured in the United States, and is compliant with the Buy American Act.

Recovery Act (ARRA) Compliant:

This product complies with the 52.225-21 "Required Use of American Iron, Steel, and Manufactured Goods-- Buy American Act-- Construction Materials (October 2010).

Trade Agreements Act Compliant:

This product is a COTS item manufactured in the United States, and is compliant with the Trade Agreements Act.

GSA Schedule:

Suitable in accordance with FAR Subpart 25.4.

Technical Specifications (continued)

Electrical

Drivers:

Two Drivers, Constant Current, Class 2, 1750mA, 347-480V, 50/60Hz, 0.30A, Power Factor 94.3%

Ballast Volts:

480V

Surge Protection:

4kV

Custom

THD:

14.2% at 480V

California Title 24:

See ALED4T125/D10, ALED4T125/BL, ALED3T125/PCS, ALED4T125/PCS2, or ALED4T125/PCT for a 2013 California Title 24 compliant product.

Optical

Replacement:

The ALED125 replaces 320W Metal Halide Area Lights.

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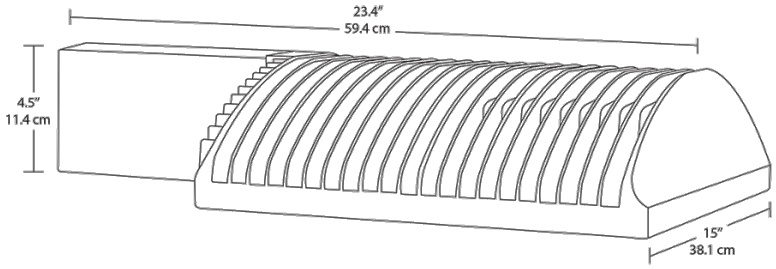
ALED4T125/480

Dimensions



Features

66% energy cost savings vs. HID

100,000-hour LED lifespan

Type IV distribution

5-year warranty

Ordering Matrix

Family	Distribution	Watts	Mount	Color Temp	Finish	Voltage	Photocell	Dimming	Bi-Level
ALED									
	2T = Type II **3T** = Type III **4T** = Type IV	**150** = 150W **125** = 125W **105** = 105W	**Blank** = Arm **SF** = Slipfitter	**Blank** = Cool **Y** = Warm **N** = Neutral	**Blank** = Bronze **W** = White **RG** = Gray	**Blank** = 120-277V **/480** = 480V	**Blank** = No Photocell **/PC** = 120V Button **/PC2** = 277V Button **/PCS** = 120V Swivel **/PCS2** = 277V Swivel **/PCT** = 120-277V Twistlock **/PCS4** = 480V Swivel **/PCT4** = 480V Twistlock	**Blank** = No Dimming **/D10** = Dimmable	**Blank** = No B i-Level **/BL** = Bi-Level

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

ZONING & LAND USE APPLICATION

APPLICANT INFORMATION

Applicant Name	Angela Hanson for ProtoLabs	**Company, if applicable**	Proto Labs, Inc.
Address	5540 Pioneer Creek Dr.	**Phone Number**	763 479 7430
City, State, Zip	Maple Plain MN 55359	**Email**	angela.hanson@protolabs.com
Are you the owner of the property?	☒ **Yes.** ☐ **No.**	*(If not, property owner information is required.)*	

Owner Name	Proto Labs, Inc.	**Company, if applicable**	
Address	5540 Pioneer Creek Dr.	**Phone Number**	763 479 3680
City, State, Zip	Maple Plain MN 55359	**Email**	angela.hanson@protolabs.com
Applicant Signature	[signature]	**Owner Signature**	Proto Labs, Inc.
Date	4-4-2016	**Date**	4-4-2016

PROJECT INFORMATION

Site Address or Property Identification Number 24-118-24-32-0013

Type of Request (Check all that apply.)

	Fee	Escrow
☐ **Appeal Administration Decision**	$250	$250
☐ **Concept Plan Review**	$500	

Residential Application	Fee	Escrow
☐ Conditional Use Permit	$500	$1500
☐ Interim Use Permit	$500	$1500
☐ Site Plan	$500	$1500
☐ Minor Subdivision	$500	$1500
☐ Variance	$500	$1500
☐ Rezoning	$500	$1500
☐ Text Amendment	$500	$1500
☐ Vacation of Property	$500	$1500

Commercial Application	Fee	Escrow
☐ Conditional Use Permit	$1000	$2500
☐ Interim Use Permit	$1000	$2500
☒ Site Plan	$1000	$2500
☐ Minor Subdivision	$1000	$2500
☒ Variance	$1000	$2500
☐ Rezoning	$1000	$2500
☐ Text Amendment	$1000	$2500
☐ Vacation of Property	$1000	$2500
☐ Home Occupation	$200	$1000

Residential/Commercial Industrial/Office Planning and Zoning Application	Fee	Escrow
☐ Preliminary Plat	$500	$3000
☐ Subdivision Application	$500	$3000
☐ Rezoning	$500	$3000
☐ Comprehensive Plan Amendment	$500	$3000
☐ Final Plat	$500	$3000
☐ Planned Unit Development	$1000	$3000
☐ Final Plat	$500	$3000

Grading and Excavation	Fee	Escrow
☐ <100 Cubic Yards	N/C	
☐ >100 Cubic Yards	$500	
☐ >1000 Cubic Yards	$1000	
☐ Right of Way Permit	$250	$500
☐ Park Dedication Fee	$3750 per unit	
☐ Park Dedication Fee (other)	$0.258 per square foot	
☐ Signage Permanent	$250	
☐ Temporary Sign	$25	$250

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

See Attached.

NOTICE TO APPLICANT

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

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

APPLICATION FEE STATEMENT

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

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

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

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

Applicant Signature Angela Lewis **Owner Signature** Proto Labs, Inc.

Date 4/4/2016 **Date** 4/4/2016

REVIEW REQUIREMENTS

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

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

DEADLINES

Planning Commissioning meetings are held on the first Thursday of the month at 7:00 P.M.
All applications are due 30 days prior to meeting.

OFFICE USE ONLY

Application Type	Review Deadline
	☐ 15 Business Days: _____ ☐ 60 Day Review: _____ ☐ 120 Day Review: _____
Fees Collected	**Received by**
☐ Application Fee Collected: $_____ ☐ Escrow: $_____ ☐ Total Receipt: $_____	☐ Name: _____ ☐ Signature: _____ ☐ Date: _____
Receipt	**Application Complete**
☐ Receipt Number(s) _____	Are there any missing materials? ☐ Yes. ☐ No. If yes, was the application accepted? ☐ Yes. ☐ No.

City of Maple Plain
1620 Maple Avenue
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Office: (763) 479-0515
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SITE PLAN CHECKLIST & PROCEDURE

APPLICATION REQUIREMENTS

The following materials are required in order for each application to receive consideration. The City reserves to waive certain requirements. An application that is missing materials may not be accepted.

- ☐ Completed Land Use Application and pay all applicable fees.
- ☐ All materials as required by City Zoning Code regarding Site Plans.
- ☐ Address labels of property owners within 350 feet (available through Hennepin County).
- ☐ Certified survey of property (8 full size, 10 reduced) plus CAD and PDF electronic files.
- ☐ Written narrative of outlining project and purpose of request.
- ☐ Wetland report by Certified Wetland Specialist.

- ☐ Scaled site plan showing dimensions & distances
- ☐ Existing & proposed property conditions *(page 2)*
- ☐ Four-sided architectural plans and elevations
- ☐ Specifications for exterior finishes
- ☐ Grading, erosion control & drainage plans *(page 2)*
- ☐ Location of fire suppression, if applicable
- ☐ Soil borings, if applicable
- ☐ Parking plan
- ☐ Lighting plan
- ☐ Landscape plan
- ☐ Utility plan
- ☐ Tree Preservation plan
- ☐ Signage plan
- ☐ Storage & waste enclosure

APPROVALS & PERMITS

Project applications may require review and comment from the following agencies. Applicants should allow for enough time for agency review. The City encourages applicants to contact each state and county agency and the appropriate watershed district prior to submitting formal application to understand agency requirements.

- ☐ City of Maple Plain
- ☐ Hennepin County
- ☐ MN Department of Transportation
- ☐ MN Pollution Control Agency (NPDES)
- ☐ Minnehaha Creek Watershed District
- ☐ Pioneer-Sarah Creek Watershed Commission

Upon completion of the formal review period, the following permits may be required for an approved project. The City, county, state and other jurisdictional agencies each have a review period for all permit requests.

- ☐ Building Permit
- ☐ Demolition Permit
- ☐ Excavation & Grading Permit
- ☐ Right of Way Permit
- ☐ Sewer Availability Charges (SAC)
- ☐ Water Availability Charge (WAC)
- ☐ Sign Permit
- ☐ Hennepin County Right of Way Permit
- ☐ MnDOT Right of Way Permit
- ☐ Minnehaha Creek Watershed District Permit
- ☐ Pioneer-Sarah Creek Watershed Commission
- ☐ MnPCA Storm Water (NPDES) Construction Permit
- ☐ Wetland Conservation Act requirements

NOTICE TO APPLICANT

In order to receive consideration, the applicant must complete a number of steps.

1. Meet with City staff to discuss the proposed use, whether permitted or conditional, obtain a land use application packet, and schedule a pre-application meeting.
2. Assemble information outlining the request.
3. Submit a completed application packet, including all materials as required by City Zoning Code related to the type of request, to City Hall by the dates noted on the Land Use Application.
4. Participate in the review process by attending City staff and public meetings.
5. Attend all Public Hearings, and Planning Commission and City Council meetings.

By law, the City of Maple Plain must notify adjacent property owners of proposed projects that may impact their properties. This notification is mailed to property owners within 350 feet of the project area at least 10 days prior to the public hearing. A Certified List of Property Owners is available from Hennepin County (612) 348-5910.

ADDITIONAL INFORMATIOIN

Drawings of Existing & Proposed Conditions should include:

- gross and net acreages of the proposed development
- location, width and name of all existing streets and highway, public property, railroad, utility rights of way, & easements within the proposed development
- location and size of existing buildings & infrastructure (water, sewer and storm sewer lines)
- wetlands, wooded areas & other natural features
- tree inventory, including trees to be removed & saved
- layout of proposed streets, rights of way and appropriate street information
- layout proposed sidewalks, trails and pedestrian ways
- location and dimension of all easements
- minimum building setback lines.

Grading & Erosion Control & Drainage Plans must show the following:

- existing & proposed topography
- existing natural features, such as trees, wetlands, ponds, swales, drainage channels, etc.
- existing and proposed storm sewer facilities
- proposed storm water improvements
- flood elevations based on a 100-year flood plain
- spot elevations & directional arrows representing drainage patterns
- wetland delineation & mitigation plan at 2:1 ratio

ACKNOWLEDGEMENT

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

Applicant Signature	Angela Jenns	**Owner Signature**	Proto Labs, Inc.
Date	4-4-2016	**Date**	4-4-2016

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Real Parts. Really Fast.™

3D PRINTING
CNC MACHINING
INJECTION MOLDING

April 4, 2016

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

RE: Zoning and Land Use Application Project Narrative / Overview
Dated April 4, 2016

Proto Labs, Inc.
5540 Pioneer Creek Drive
Maple Plain, MN 55359

Property Identification Number:
24-118-24-32-0013

Project Narrative / Overview:

Proto Labs, Inc. is requesting a variance from the current city code 153.085 which requires 90 degree angeled parking stalls to have a length of twenty (20) feet. Proto Labs would like to request a variance to install new parking stalls that are eighteen (18) feet in length in a new parking lot area that is being constructed to meet the current building code and employee capacity. The eighteen (18) foot length would be consistent with the parking stall length of the existing spaces in the parking lot.

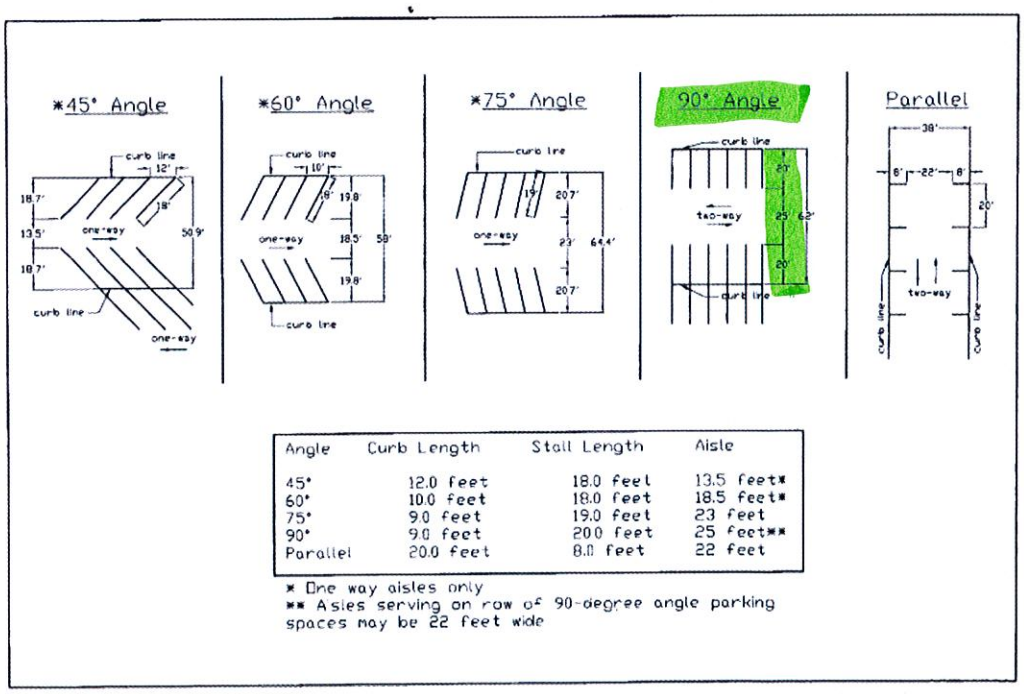
Proto Labs, Inc.
5540 Pioneer Creek Drive
Maple Plain, MN 55359
t: 877.479.3680

(B) Retail stores, shopping centers, or shops shall provide 1 truck berth for each 2 business places or 1 for each 20,000 square feet of floor area, whichever is greater.

(C) Industrial and manufacturing uses shall provide 1 truck berth for each 20,000 square feet of floor area.
(Prior Code, ' 19.05) (Am. Ord. 247, passed 8-23-2010) Penalty, see ' 10.99

' 153.085 PARKING DIMENSIONS.

Angle	*Curb Length*	*Stall Length*	*Aisle*
451	12 feet	18 feet	13.5 feet*
601	10 feet	18 feet	18.5 feet
751	9 feet	19 feet	23 feet
901	9 feet	20 feet	25 feet**
Parallel	20 feet	8 feet	22 feet
* One-way aisles only ** Aisles serving on row of 901 angle parking spaces may be 22 feet wide			



Hennepin County Property Map

Date: 3/22/2016

PARCEL ID: 2411824320013

OWNER NAME: Proto Labs Inc

PARCEL ADDRESS: 5540 Pioneer Creek Dr,
Maple Plain MN 55359

PROPERTY TYPE: Industrial-Preferred

HOMESTEAD: Non-Homestead

PARCEL AREA: 7 acres, 304,932 sq ft

A-T-B: Torrens

MARKET VALUE: $2,521,000

TAX TOTAL: $105,541.50

SALE PRICE: $4,250,000

SALE DATA: 05/2007

SALE CODE: Warranty Deed

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is notsuitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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QUOTE # 16575 DATE: 03-17-15 PAGE 1

DSG
DAKOTA SUPPLY GROUP
For all the right connections!

Dakota Supply Group, Inc.
475 West Minnehaha
St. Paul, MN 55103

651-224-5781 651-224-5902 FAX

To: Kevin K Proto Labs 5540 Pioneer Creek Drive Maple Plain, MN 55359	Proj: PROTO LABS HEADQUARTERS Maple Plain, MN Bid Date: 03/12/15
Arch:	Engr:
Spec:	Cont:

Remarks:

Qty	Type	Mfg	Description	Unit Price	Extd.Price	
			Parking Lot:			
9		RAB	ALED3T125/480	690.00	$6210.00	50
23		RAB	ALED4T125/480	690.00	$15870.00	50
			Entrance:			
3		RAB	FXLED125SFW	488.00	$1464.00	50
			Flag Light:			
1		RAB	EZLED78TW	470.00	$470.00	
			Total ====		$24014.00	

F.O.B. PER MANUFACTUER | Terms: Net 30 Days | Lead time: VARIES PER MFG.

Prices firm for entry by: 04-16-15 | Shipment by: 05-16-15

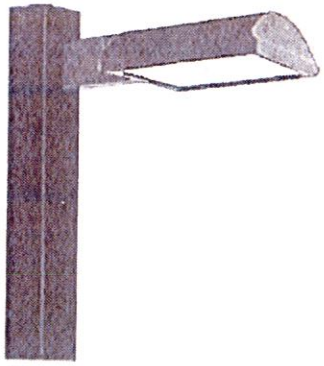
STANDARD TERMS AND CONDITIONS APPLY TO ALL SALES, REVIEW ATTACHED.
ADD FREIGHT FOR PRE-SHIPMENT OF ANCHOR BOLTS.
NORMAL FREIGHT TERMS PER MANUFACTURE SHALL APPLY.

Printed 03/17/15 13:16:21 Per: Steve Holstein - Quotations

Rebate - $1,750

ALED3T125/480

RAB LIGHTING



Project:
Headquarters Parking Lot

Type:

Prepared By:

Date:

Specification grade area lights available in IES Type III distributions. For use for roadway, general parking and other area lighting applications where a larger pool of lighting is required. Replaces up to 400W metal halide. Patent pending thermal management system. 5 Year Warranty.

Color: Bronze

Weight: 32.0 lbs

Driver Info

Type:	Constant Current
120V:	N/A
208V:	N/A
240V:	N/A
277V:	N/A
Input Watts:	134W
Efficiency:	93%

LED Info

Watts:	125W
Color Temp:	5000K (Cool)
Color Accuracy:	66 CRI
L70 Lifespan:	100,000
LM79 Lumens:	11,431
Efficacy:	85 LPW

ALED3T125/480

RAB LIGHTING

Technical Specifications

Listings

UL Listing:

Suitable for wet locations

IESNA LM-79 & LM-80 Testing:

RAB LED luminaries have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80, and have been received the Department of Energy "Lighting Facts" label

DLC Listed:

This product is on the Design Lights Consortium (DLC) Qualified Products List and is eligible for rebates from DLC Member Utilities

Dark Sky Approved:

The International Dark Sky Association has approved this product as a full cutoff, fully shielded luminaire.

LED Characteristics

Lifespan:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations.

Color Stability:

LED color temperature is warrantied to shift no more than 200K in CCT over a 5 year period.

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2011

Construction

IES Classification:

The Type III distribution is ideal for roadway, general parking and other area lighting applications where a larger pool of lighting is required. It is intended to be located near the side of the area, allowing the light to project outward and fill the area.

Effective Projected Area:

EPA = 0.75

Ambient Temperature:

Suitable for use in 40°C (104°F) ambient temperatures.

Cold Weather Starting:

The minimum starting temperature is -40°F/-40°C.

Thermal Management:

Superior thermal management with external Air-Flow fins.

Housing:

Die-cast aluminum housing, lens frame and mounting arm.

Mounting:

Heavy-duty mounting arm with "O" ring seal & stainless steel screws

Reflector:

Specular vacuum-metallized polycarbonate

Gaskets:

High-temperature silicone gaskets

Finish:

Our environmentally friendly polyester powder coatings are formulated for high-durability and long-lasting color, and contains no VOC or toxic heavy metals.

Green Technology:

Mercury and UV free, and RoHS compliant. Polyester powder coat finish formulated without the use of VOC or toxic heavy metals

For use on LEED Buildings:

IDA Dark Sky Approval means that this fixture can be used to achieve LEED Credits for Light Pollution Reduction.

Other

LEDs:

Multi-chip, high-output, long-life LEDs

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user including coverage of light output, color stability, driver performance and fixture finish.

Country of Origin:

Designed by RAB in New Jersey and assembled in the USA by RAB's IBEW Local 3 workers.

Buy American Act Compliant:

This product is a COTS item manufactured in the United States, and is compliant with the Buy American Act.

Recovery Act (ARRA) Compliant:

This product complies with the 52.225-21 "Required Use of American Iron, Steel, and Manufactured Goods-- Buy American Act-- Construction Materials (October 2010).

Trade Agreements Act Compliant:

This product is a COTS item manufactured in the United States, and is compliant with the Trade Agreements Act.

GSA Schedule:

Suitable in accordance with FAR Subpart 25.4

Technical Specifications (continued)

Electrical

Drivers:

Two Drivers: Constant Current, Class 2, 1750mA, 347-480V, 50/60Hz, 0.30A, Power Factor 94.3%

Ballast Volts:

480V

Surge Protection:

4kV

Custom

THD:

14.1% at 480V

California Title 24:

See ALED3T125/D10, ALED3T125/BL, ALED3T125/PCS, ALED3T125/PCS2, or ALED3T125/PCT for a 2013 California Title 24 compliant product.

Optical

Replacement:

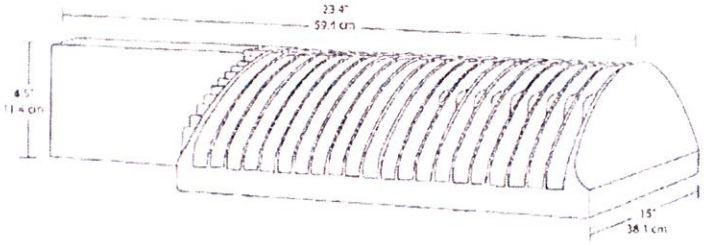
The ALED125 replaces 320W Metal Halide Area Lights.

All Rights Reserved

ALED3T125/480

RAB LIGHTING

Dimensions



Features

66% energy cost savings vs. HID

100,000-hour LED lifespan

Type III distribution

5-year warranty

Ordering Matrix

Family	Distribution	Watts	Mount	Color Temp	Finish	Voltage	Photocell	Dimming	Bi-Level
ALED	3T	125				/480			
	2T = Type II **3T** = Type III **4T** = Type IV	**150** = 150W **125** = 125W **105** = 105W	**Blank** = Arm **SF** = Slipfitter	**Blank** = Cool **Y** = Warm **N** = Neutral	**Blank** = Bronze **W** = White **RG** = Gray	**Blank** = 120-277V **/480** = 480V	**Blank** = No Photocell **/PC** = 120V Button **/PC2** = 277V Button **/PCS** = 120V Swivel **/PCS2** = 277V Swivel **/PCT** = 120-277V Twistlock **/PCS4** = 480V Swivel **/PCT4** = 480V Twistlock	**Blank** = No Dimming **/D10** = Dimmable	**Blank** = No Bi-Level **/BL** = Bi-Level

FXLED78SFW

RAB LIGHTING

Project: Headquarters

Type: Entrance

Prepared By: srh

Date: 3/16/15

Driver Info		LED Info	
Type:	Constant Current	Watts:	78W
120V:	0.66A	Color Temp:	5100K (Cool)
208V:	0.41A	Color Accuracy:	67 CRI
240V:	0.35A	L70 Lifespan:	100,000
277V:	0.30A	LM79 Lumens:	7,597
Input Watts:	79W	Efficacy:	97 LPW
Efficiency:	99%		

High power, wide distribution LED floodlight. Replaces 250W MH. Patent Pending airflow technology ensures long LED and driver lifespan. Use for building facade lighting, sign lighting, LED landscape lighting and instant-on security lighting.

Color: White

Weight: 24.0 lbs

Technical Specifications

Listings

UL Listing:

Suitable for wet locations. Suitable for ground mounting.

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80, and have received the Department of Energy Lighting Facts label.

DLC Listed:

This product is on the Design Lights Consortium (DLC) Qualified Products List and is eligible for rebates from DLC Member Utilities.

Other

Lifepsan:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations.

EPA:

2

LEDs:

Six multi-chip, 13Watt high-output, long-life LEDs.

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish.

Construction

IP Rating:

Ingress Protection rating of IP66 for dust and water.

Ambient Temperature:

Suitable for use in 40°C ambient temperatures.

Cold Weather Starting:

The minimum starting temperature is -40°F/-40°C.

Thermal Management:

Superior heat sinking with external Air-Flow fins.

Housing:

Die-cast aluminum housing and door frame.

Mounting:

Heavy-duty Slip Fitter for 2 3/8"OD pipe.

Reflector:

Specular vacuum-metallized polycarbonate

Gaskets:

High-temperature silicone gaskets.

Finish:

Our environmentally friendly polyester powder coatings are formulated for high-durability and long-lasting color, and contains no VOC or toxic heavy metals.

Green Technology:

Mercury and UV free.

Optical

NEMA Type:

NEMA Beam Spread of 6H x 5V.

Replacement Range:

The FXLED78 can be used to replace 150 - 320W Metal Halide Floodlights based on delivered lumens.

Electrical

Driver:

Constant Current, Class 2, 2000mA, 100-277V, 50-60Hz, 1.1A, Power Factor 99%

Surge Protection:

4kV

Custom

THD:

5% at 120V, 13.1% at 277V

Equivalency:

The FXLED78 is Equivalent in delivered lumens to a 250W Metal Halide.

California Title 24:

See FXLED78SF/D10, FXLED78SF/BL, FXLED78SF/PCS or FXLED78SF/PCS2 (277V) for a 2013 California Title 24 compliant product. Any additional component requirements will be listed in the Title 24 section under technical specifications on the product page.

Patents:

The FXLED78 design is protected by U.S. Pat. D659,280, Canada Pat. 143155, China Pat. ZL201130443125.9, Mexico Pat. 36558 and pending patent in Taiwan.

LED Characteristics

Color Consistency:

7-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color.

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FXLED78SFW

Technical Specifications (continued)

LED Characteristics

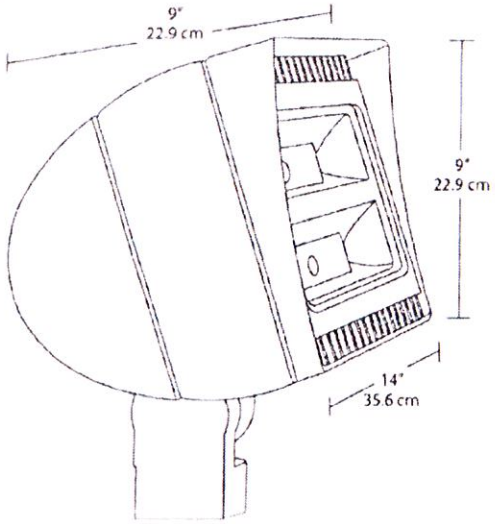
Color Stability:

LED color temperature is warrantied to shift no more than 200K in CCT over a 5 year period.

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for (SSL) Products, ANSI C78.377-2008

Dimensions



Features

- 78 Watt high-performance LED
- Replaces 250W MH floodlights
- 100,000 hour life based on LM-80 tests
- Air-flow technology heatsink
- NEMA type - 6H x 5V
- Slipfitter and trunnion mounting available
- 5-year warranty

Ordering Matrix

Family	Watts	Mount	Color Temp	Finish	Dimming	Voltage	Photocell	Bi-Level
FXLED	78	SF		W				
	78 = 78W	**Blank** = Arm **T** = Trunnion **SF** = Slipfitter	**Blank** = Cool **Y** = Warm **N** = Neutral	**Blank** = Bronze **W** = White	**Blank** = No Dimming **/D10** = Dimmable	**Blank** = 120-277V **/480** = 480 Volt	**Blank** = No Photocell **/PCS** = 120V Swivel **/PCS2** = 277V Swivel **/PCS4** = 480V Swivel	**Blank** = No Bi-Level **/BL** = Bi-Level

EZLED78TW

RAB LIGHTING

Project: headquarters

Type: Flag Light

Prepared By: srh

Date: 3/16/15

Driver Info

Type:	Constant Current
120V:	0.82A
208V:	0.53A
240V:	0.46A
277V:	0.40A
Input Watts:	89W
Efficiency:	87%

LED Info

Watts:	78W
Color Temp:	5000K (Cool)
Color Accuracy:	68 CRI
L70 Lifespan:	100,000
LM79 Lumens:	6,357
Efficacy:	71 LPW

This 78W spotlight combines high lumen output and a concentrated narrow beam distribution to illuminate objects up to 80 feet away with brilliant precision. Ideal for lighting large flags, tall building facades and signage.

Color: White

Weight: 27.5 lbs

Technical Specifications

Listings

UL Listing:

Suitable for wet locations. Suitable for ground mounting.

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80, and have received the Department of Energy "Lighting Facts" label.

Construction

IP Rating:

Ingress Protection rating of IP66 for dust and water.

Effective Projected Area:

EPA = 1.2

Cold Weather Starting:

Minimum starting temperature is -40°F/-40°C.

Ambient Temperature:

Suitable for use in 40°C (104°F) ambient temperatures.

Thermal Management:

Superior thermal management with external Air-Flow fins.

Housing:

Precision die-cast aluminum housing and door frame.

Mounting:

Trunnion mount with cord (18-3AWG STOOW 600V 105° wet location rated 3 ft.).

Lens:

Tempered glass.

Reflector:

Vacuum-metalized, specular thermoplastic.

Gaskets:

High-temperature silicone.

Finish:

Our environmentally friendly polyester powder coatings are formulated for high-durability and long-lasting color, and contains no VOC or toxic heavy metals.

Green Technology:

Mercury and UV free, and RoHS compliant.

Other

LEDs:

Three multi-chip, high-output, long-life LEDs.

LED Characteristics

Lifespan:

100,000-hour LED lifespan based on IES LM-80 results and TM-21 calculations.

Color Consistency:

7-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color.

Color Stability:

LED color temperature is warrantied to shift no more than 200K in CCT over a 5 year period.

Color Uniformity:

RAB's range of CCT (Correlated Color Temperature) follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2011.

Electrical

Driver:

3x26W drivers Constant current, Class2, 100-277V, 50/60 Hz, 6KV Surge Protection, 720mA, 100-277V 0.4A, Power Factor 99%

Custom

THD:

13.7% at 120V

Patents:

The design of EZLED is protected by patents in U.S. Pat D679,856, and pending patents in Canada, China, Taiwan and Mexico.

Optical

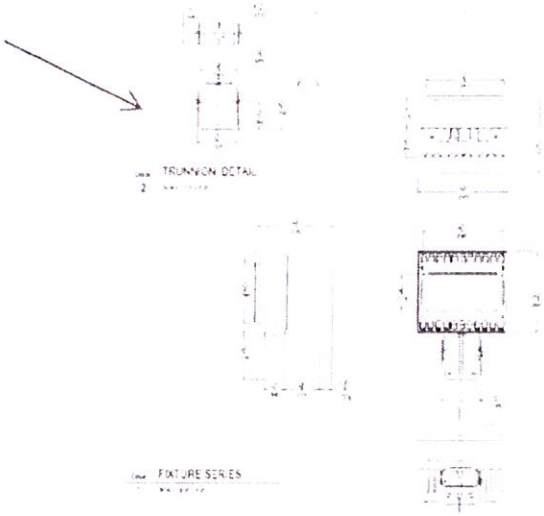
NEMA Type:

NEMA Beam Spread of 3H x 3V

EZLED78TW

RAB LIGHTING

Dimensions



Features

- High powered narrow beam spotlight
- Illuminates objects at a distance of 80 feet
- Available in NEMA type 3H x 3V and 4H x 4V
- Trunnion or slipfitter mounting options available
- Outperforms equivalent MH fixtures

Ordering Matrix

Family	Watts	Mount	Color Temp	Beam Spread	Finish	Photocell
EZLED	78	T			W	
	78 = 78W	T =TRUNNION	Blank = Cool Y = Warm N = Neutral	Blank = 7H x 6V B44 = 4H x 4V B55 = 5H x 5V	Blank = Bronze W = White	Blank = No Photocell /PC = 120V Button /PCS = 120V Swivel /PC2 = 277V Button /PCS2 = 120V Swivel

Xcel Energy*

Prescriptive Program Rebate Application

OID _____
Internal Use Only

Check the appropriate program box for your rebate.

☐ Cooling ☐ FSO (Fluid System Optimization) ☐ Foodservice Equipment ☐ Heating ☑ Lighting ☐ Motors & Drives

Customer Information

- fill in

Xcel Energy premises numbers: Electric _____ and/or Gas _____

Company Name Proto Labs H. Q. Date submitted _____

Installation address _____ City _____ State _____ ZIP _____

Mailing address _____ City _____ State _____ ZIP _____
(For rebate if different from installation address)

Contact Name (PRINT) _____ Phone _____

Contact Email* _____ Fax _____

Equipment location description (REQUIRED) _____

_____

The total project cost $ _____
(Acceptable expenses include equipment and labor and do not include tax, freight or shipping costs.)

Customer Signature _____ Date _____

This signature is required from the individual tied to the Xcel Energy premises number herein. By signing here, I acknowledge the information in this application is accurate and complete. I confirm I have read, agree with and understand the terms and conditions on page 2 of this application. I also authorize Xcel Energy to provide a copy of the project preapproval notification to the equipment supplier or vendor so as to expedite the project process.

Alternative Rebate Recipient

Complete this section only if the customer wants the rebate check to go to someone other than the customer contact tied to the premises number above.

Company Name _____ Contact name _____

Address _____ Phone _____

City _____ State _____ ZIP _____

I authorize the above company to receive the rebate check for this project.

Customer Signature _____ Date _____

Xcel Energy account representative name _____ Signature _____

Trade Partner Information (Vendor/Contractor Information)

Company Name _____ Trade Partner ID# _____

Contact Name (PRINT) _____

Address _____ City _____ State _____ ZIP _____

Contact email* _____ Phone _____

*By providing your email address, you are granting Xcel Energy permission to send updates or questions via email regarding this project as well as future emails regarding our programs and services.

Qualifying Customers

Xcel Energy prescriptive rebate programs are available to Xcel Energy business electric and/or gas customers that install qualifying equipment in Xcel Energy's Minnesota service territory.

How to Apply for Rebates

1. Fill out the rebate application (for each installation address.)
2. Attach a copy of the paid, itemized invoice(s). Be sure that the quantity, make, model number and unit price of each item appears on the invoice.
3. Make a copy of this document for your records.
4. If you have questions please contact your Xcel Energy account manager or one of our energy efficiency specialists to discuss and/or complete the project application form.
5. You can email your completed project paperwork to: energyefficiency@xcelenergy.com, fax to: 1-800-311-0050, or mail to: Energy Efficiency Specialist, Business Solutions Center, P.O. Box 8, Eau Claire, WI 54702-0008.
6. Once completed paperwork is submitted, rebate payments are usually made in six to eight weeks after the rebate application has been processed.

Custom Efficiency Rebate Program

Equipment that is not eligible for prescriptive rebates can be submitted through the Custom Efficiency program. Preapproval through the Custom Efficiency program is required before the purchase and installation of equipment. The Custom Efficiency rebate application and program details can be found at xcelenergy.com/CustomEfficiency.

Rules and Requirements

- All equipment must be new. **Used or rebuilt equipment is not eligible for a rebate.**
- Equipment must meet program specification requirements and be purchased, installed and operating prior to submitting an application for a rebate. Xcel Energy reserves the right to withhold payment for products that do not meet the requirements.
- Rebates cannot exceed 60 percent of the project cost (including equipment and labor).
- A signed application and detailed installation invoice(s) must be completed and submitted to Xcel Energy within 12 months (24 months for motors, VFDs, and constant speed motor projects) of the invoice date.
- Xcel Energy is not responsible for any lost, late, stolen, ineligible, illegible, misdirected or postage-due mail.
- All completed submissions become the property of Xcel Energy upon receipt and will not be returned.
- Xcel Energy will issue a rebate in the form of a check.
- Xcel Energy reserves the right to conduct a random on-site inspection of your project before or after issuing a rebate. The customer agrees to provide reasonable access to inspect the installation. On-site inspections may be performed up to one year after the date the rebate check is issued. If Xcel Energy finds that the application does not comply with Xcel Energy rules and qualifications, any rebate amount may be adjusted, denied or subject to return.
- Program rules, requirements and offer are subject to changes at any time. Xcel Energy's prescriptive rebate programs are subject to 60 days notice of cancellation. Changes or notifications will be posted at xcelenergy.com/Rebates. The customer and trade partner are responsible for contacting an energy efficiency specialist to determine whether the program is still in effect and to verify program parameters. Call 1-855-839-8862 or email energyefficiency@xcelenergy.com.
- Xcel Energy reserves the right to refuse payment and participation if the customer or contractor violates program rules and procedures, or local, state or federal regulations. Xcel Energy is not liable for rebates promised to customers as a result of misrepresentation of the program.
- Xcel Energy's acceptance of the application does not guarantee payment of rebate.
- Xcel Energy retains the right to limit rebates or to make adjustments to correct incentive calculations if necessary. Energy savings calculations are estimates and may vary from actual results.

Warranty Information

- Xcel Energy does not endorse any particular manufacturer, product or system design by offering these rebates.
- Xcel Energy will not be responsible for any tax liability imposed on the customer as a result of the payment of rebates; does not expressly or implicitly warrant the performance of installed equipment (contact your contractor for detailed equipment warranties).
- Xcel Energy is not responsible for the proper disposal/recycling of any waste generated as a result of this project; is not liable for any damage caused by the operation or malfunction of the installed equipment; and does not guarantee that a specific level of energy or cost savings will result from the implementation of energy conservation measures or the use of products funded under these programs.

Facility Characteristics

Is the space air conditioned where the energy-efficient lighting will be installed? ☐ Air conditioned ☐ Heat only ☐ No air conditioning or heat

Please indicate the primary use for this location:

- ☐ 24-hour facility
- ☐ Big box retail/grocery
- ☐ College/university
- ☐ Continuous lighting required by code
- ☐ Elementary/secondary school
- ☐ Healthcare office/out-patient
- ☐ Hospital
- ☐ Hotel/motel
- ☐ Manufacturing
- ☐ Nighttime /exterior LED fixtures (canopy/soffit or wallpack only)
- ☐ Office
- ☐ Restaurant
- ☐ Retail
- ☐ Warehouse
- ☐ Other _____

How to Apply for Rebates

1. Fill out the rebate application. (All information needs to be supplied before a rebate check can be issued.)
2. Mail or fax completed and signed rebate form along with paid invoices to: Xcel Energy, Energy Efficiency Specialist, P.O. Box 8, Eau Claire, WI 54702-0008, Fax 800-311-0050

EQUIPMENT			REBATE/UNIT x	QTY =	REBATE
Low-Wattage Fluorescent T8 lamps					
4-foot; 28W or less	1-lamp	Replace 32W T8 lamps with 28W or less lamps	$0.50/lamp		
Lighting Optimization					
Lamp removal system *Must include high-efficiency electronic ballasts*	per fixture	T8 to T8	$12/fixture		
Optimization Statement: The undersigned verifies that there was a permanent removal of lamps, ballasts and sockets in the system being rebated and permission is granted to Xcel Energy to verify the changeout at Xcel Energy's discretion. **SIGN HERE:**					
High-Bay Fluorescent Fixtures with High-Efficiency Electronic Ballasts					
2-lamp T5H0, 3-lamp T5H0, 4-lamp T8		Replace HID* 175 to 250W lamp systems	$85		
3-lamp T8VH0, 4- to 6-lamp T5H0, 6- to 8-lamp T8		Replace HID* 310 to 400W lamp systems	$125		
6-lamp T8VH0, 8-lamp T5H0, 12- to 16-lamp T8		Replace HID* 750W lamp systems	$175		
8-lamp T8VH0, 10-lamp T5H0, 18- to 20-lamp T8		Replace HID* 1000W lamp systems	$175		
Must include high-efficiency electronic ballasts					
Parking Garage Fluorescent fixtures with High-Efficiency Electronic Ballasts					
4 foot	2- and 3-lamp	Replace HID* systems (150W or 175W) with T5H0 or T8. Must include high-efficiency electronic ballasts.	$85/fixture		
Parking Garage Low-Wattage Fluorescent T8 Lamps					
4-foot, 28W or less	1-lamp	Install 28W or less	$0.50/lamp		
Hardwired or Modular Compact Fluorescent Fixtures (Does not include screw-base CFLs)**					
18W or less		Replace incandescent systems with hardwired or modular CFL systems that use 3 to 5 times less energy (e.g., a 20W CFL can replace a 60-100W incandescent). Does not include screw-base CFLs.	$25		
Greater than 18W to 32W			$30		
Greater than 32W			$35		
2-foot Low Wattage CFL 25W to 28W		Replaces a 40W 2 foot CFL	$0.50/lamp		
High Pressure Sodium Fixtures**					
151W to 250W		Replace incandescent, halogen or mercury vapor with high pressure sodium.	$30		
Greater than 250W			$45		
SUBTOTAL REBATE THIS PAGE (PAGE 3)					$

*High intensity discharge systems include mercury vapor, high pressure sodium, metal halide and pulse-start metal halide.

**These rebates are available specifically for standard retrofit projects in which the lumen output of the proposed system is similar to the existing system and the energy savings is within a reasonably expected range. Retrofits with unusually large or small energy savings and/or lumen reductions must apply through the Custom Efficiency program and obtain preapproval prior to purchase. Contact your account manager or the Business Solutions Center at 1-855-839-8862 if you have questions regarding your specific application.

EQUIPMENT		REBATE/UNIT x	QTY =	REBATE
Ceramic Metal Halide Fixtures**				
150W or less	Replace incandescent, halogen, high pressure sodium, metal halide or mercury vapor with ceramic metal halide systems.	$50		
Greater than 150W to 250W		$80		
Greater than 250W		$100		
20W to 25W Integrated Ceramic Metal Halide lamps	Replace 75W to 150W incandescents or halogens with integrated ceramic metal halide lamps.	$25		
Pulse-Start Metal Halide Fixtures**				
175W or less	Replace incandescent, halogen, mercury vapor, high pressure sodium, or metal halide systems with pulse-start metal halide systems.	$60		
175W to 319W		$90		
319W to 749W		$100		
Greater than 749W		$120		

Automatic Controls	Connected Load				
Wall Mount Occupancy Sensor	50W to 300W	Rebate level is based on the connected load (watts)/sensor.	$15		
	Greater than 300W	Must be permanently installed.	$25		
Ceiling Mount Occupancy Sensor	50W to 300W	Controlling interior fixtures only.	$30		
	Greater than 300W	If the combination of Occupancy Sensor and Photocell are used on the same equipment, apply for a rebate through our Custom Efficiency program.	$40		
Photocell			$25		
Bi-level Stairwell Fixture with Integrated Sensor		Replace a 2-lamp T8 fixture with a 2- to 3-lamp T8 fixture or a 20 to 30W LED fixture with an integrated occupancy sensor or step-dimming ballast.	$25		
LED and LEC Exit Signs		Replace incandescent exit signs.	$25		
LED Screw-in Lamps, ENERGY STAR-Qualified (Starting February 1, 2015)					
5W to 20W		ENERGY STAR-qualified screw-in LED lamps are eligible for instant rebates at time of purchase from participating distributors. For more information, visit xcelenergy.com/Rebates, under the Lighting Efficiency program section.			
LED Retrofit Fixture (screw-in), ENERGY STAR -Qualified (Starting February 1, 2015)					
25W or less		ENERGY STAR-qualified LED Retrofit Fixture (screw-in) Downlights are eligible for instant rebates at time of purchase from participating distributors. For more information, visit xcelenergy.com/Rebates, under the Lighting Efficiency program section.			
LED Interior Commercial Downlight Luminaires (Hardwired), ENERGY STAR-Qualified (Not all ENERGY STAR LED fixtures qualify for rebates)**					
25W or less		Replace Incandescent systems with an ENERGY STAR-qualified commercial LED downlight luminaire that uses 3 to 6 times less energy (e.g., a 20W LED fixture can replace a 60 to 120W incandescent).	$35/fixture		
Greater than 25W to 50W			$50/fixture		
LED Refrigerated Case Lighting, 5- and 6-foot Doors, DesignLights Consortium-Qualified†**					
5- and 6-foot doors ☐ Refrigerated Case ☐ Freezer Case		Replace fluorescent T12 or T8 systems with LED Case Lighting	$100/door		
SUBTOTAL REBATE THIS PAGE (PAGE 4)					$

*High intensity discharge systems include mercury vapor, high pressure sodium, metal halide and pulse-start metal halide.

**These rebates are available specifically for standard retrofit projects in which the lumen output of the proposed system is similar to the existing system and the energy savings is within a reasonably expected range. Retrofits with unusually large or small energy savings and/or lumen reductions must apply through the Custom Efficiency program and obtain preapproval prior to purchase. Contact your account manager or the Business Solutions Center at 1-855-839-8862 if you have questions regarding your specific application.

†Product must be DesignLights Consortium-qualified on invoices dated on or after October 13, 2014.

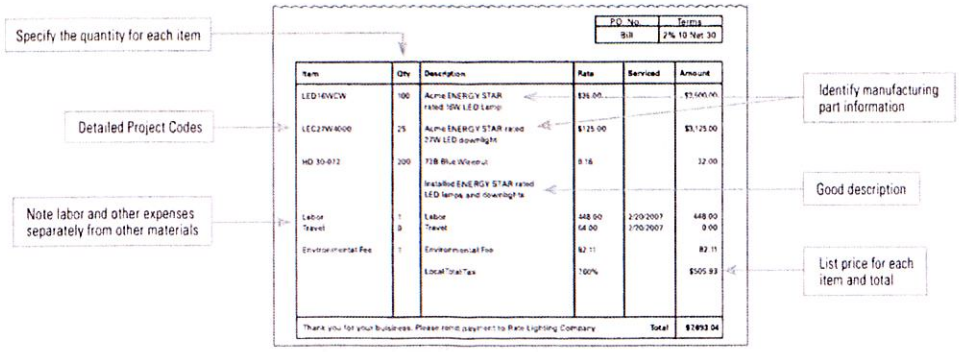
EQUIPMENT			REBATE/UNIT x	QTY =	REBATE
LED Wall Pack Fixtures—Exterior and Parking Garage Installations, DesignLights Consortium-Qualified** (Invoices must be dated on or after March 1, 2014.)					
Building exterior: ≤ 25W		Replace HID* systems with LED systems that use 3 to 6 times less energy (e.g., a 50W fixture can replace a 150 to 300W HID). Replacement LED wall pack fixtures must be used for building exteriors or inside parking garages and must be attached to a wall (parking garage ceiling fixtures are not eligible for this rebate, but may qualify for a Custom Efficiency rebate). **Equipment must be hardwired and rated for exterior use.**	$35/fixture		
Building exterior: 26W to 60W			$75/fixture		
Building exterior: 61W to 150W			$100/fixture		
Parking garage: ≤ 25W			$35/fixture		
Parking garage: 26W to 60W			$75/fixture		
Parking garage: 61W to 150W			$100/fixture		
LED Parking Garage Fixtures, DesignLights Consortium-Qualified (Invoices must be dated on or after August 12, 2014.)					
25W – 60W		Replace 150W-175W Fixtures; parking garage must be illuminated 24x7.	$135/fixture		
LED Exterior Canopy & Soffit Fixtures, DesignLights Consortium-Qualified†** (Invoices must be dated on or after March 1, 2014.)					
25W to 60W		Replace HID* systems with LED systems that use 3 to 6 times less energy (e.g., a 50W fixture can replace a 150 to 300W HID). **Equipment must be hardwired and rated for exterior use.**	$150/fixture		
61W to 150W			$200/fixture		
LED Troffer Fixtures, DesignLights Consortium-Qualified (Invoices must be dated on or after August 12, 2014.)					
LED Troffer Fixture	LED Troffer 2X4 Retrofit 30W-90W	Replace fluorescent T8 existing fixtures. Troffers must replace like fixtures; for example, a 1x4 must replace a 1x4.	$50/fixture		
	LED Troffer 2x2 Retrofit 23W-42W		$50/fixture		
	LED Troffer 1X4 Retrofit 19W-65W		$50/fixture		
Retrofit Kit for LED Troffer Fixtures	LED Troffer Retrofit Kit 2X4 32W-67W		$30/fixture		
	LED Troffer Retrofit Kit 2X2 22W-40W		$30/fixture		
	LED Troffer Retrofit Kit 1X4 19W-34W		$30/fixture		
LED Area Lighting Fixtures, DesignLights Consortium-Qualified (Invoices must be dated on or after August 12, 2014.)					
Area Lighting - 45W–65W LED Replace 100W HID Fixture		Area Lighting is to be used in exterior applications only.	$25/fixture		
Area Lighting - 65W–85W LED Replace 175W HID Fixture			$25/fixture		
Area Lighting - 90W–110W LED Replace 250W HID Fixture			$50/fixture		
Area Lighting - 120W–140W LED Replace 400W HID Fixture			$50/fixture	35	1750
LED Street Lighting Fixtures, DesignLights Consortium-Qualified					
30W–35W LED Replace 70W HID Fixture	Invoices must be dated on or after November 17, 2014.	Customer must be on A34 Street Light Rate. Light must be used for year-round illumination of public streets, parkways and highways.	$30/fixture		
45W–55W LED Replace 100W HID Fixture			$30/fixture		
55W–65W LED Replace 150W HID Fixture			$50/fixture		
80W–105W LED Replace 175W HID Fixture	Invoices must be dated on or after August 12, 2014.		$50/fixture		
110W–130W LED Replace 250W HID Fixture			$75/fixture		
140W–209W LED Replace 400W HID Fixture			$100/fixture		
SUBTOTAL REBATE PAGE 3					$ –
SUBTOTAL REBATE PAGE 4					$ –
TOTAL REBATE					$ 1,750

*High intensity discharge (HID) systems include mercury vapor, high pressure sodium, metal halide and pulse-start metal halide.

**These rebates are available specifically for standard retrofit projects in which the lumen output of the proposed system is similar to the existing system and the energy savings is within a reasonably expected range. Retrofits with unusually large or small energy savings and/or lumen reductions must apply through the Custom Efficiency program and obtain preapproval prior to purchase. Contact your account manager or the Business Solutions Center at 1-855-839-8862 if you have questions regarding your specific application.

†Product must be DesignLights Consortium-qualified on invoices dated on or after October 13, 2014.

Invoice(s) submitted must include itemized quantity, price, manufacturer's make and model numbers, and product codes for each material item and/or original equipment manufacturer (OEM) specification sheets. Itemized invoices are the key to fast processing of rebate forms.



EXISTING LIGHTING (REMOVED)		FIXTURE QTY
Fluorescent T8 – 4-foot 32W Ballast factor _____	1 lamp	
	2 lamp	
	3 lamp	
	4 lamp	
T8 Lamp – 4-foot 32W Ballast factor _____		
Incandescent Wattage per lamp _____ Number of lamps _____		
Incandescent Wattage per lamp _____ Number of lamps _____		
Incandescent Wattage per lamp _____ Number of lamps _____		
High Intensity Discharge (HID) ☐ High pressure sodium ☐ Mercury vapor ☐ Metal halide ☐ Pulse-start metal halide ☐ Magnetic ballast ☐ Electronic ballast ☐ Energy-saving magnetic ballast ☐ Ceramic Metal Halide Wattage per lamp _____ Number of lamps _____		
High Intensity Discharge (HID) ☐ High pressure sodium ☐ Mercury vapor ☑ Metal halide ☐ Pulse-start metal halide ☐ Magnetic ballast ☐ Electronic ballast ☐ Energy-saving magnetic ballast ☐ Ceramic Metal Halide Wattage per lamp 400 Number of lamps 35		35
Incandescent Exit Signs		
Fluorescent Refrigerated or Freezer Case Lighting ☐ 5-foot ☐ 6-foot ☐ T12 ☐ T8 ☐ Refrigerated ☐ Freezer Wattage/Door _____		
If equipment not listed above, please describe below.		

PROPOSED LIGHTING (INSTALLED)		FIXTURE QTY
Fluorescent T8 – 4-foot 32W Ballast factor _____ Ballast make/model no. _____ *Must have high-efficiency electronic ballast*	1 lamp	
	2 lamp	
	3 lamp	
	4 lamp	
Low-wattage T8 lamp – 4-foot 28W Ballast factor _____		
Low-wattage T8 lamp – 4-foot 25W Ballast factor _____		
High-Bay and Parking Garage Fluorescent (Please indicate the number of lamps in the first box to the right.) Ballast factor _____ Ballast make/model no. _____ *Must have high-efficiency electronic ballast*	T8	
	T8	
	T8VHO	
	T8VHO	
	T5HO	
	T5HO	
Hardwired or modular CFL fixtures 18W or less wattage per fixture _____		
Hardwired or modular CFL fixtures 19W to 32W wattage per fixture _____		
Hardwired or modular CFL fixtures 33W or greater wattage per fixture _____		
2-foot Low Wattage CFL 25W to 28W wattage per lamp _____		
High Intensity Discharge (HID) ☐ High pressure sodium ☐ Mercury vapor ☐ Energy-saving magnetic ballast ☐ Ceramic metal halide ☐ Pulse-start metal halide ☐ Magnetic ballast ☐ Electronic ballast Wattage per lamp _____ Number of lamps _____		
High Intensity Discharge (HID) ☐ High pressure sodium ☐ Mercury vapor ☐ Energy-saving magnetic ballast ☐ Ceramic metal halide ☐ Pulse-start metal halide ☐ Magnetic ballast ☐ Electronic ballast Wattage per lamp _____ Number of lamps _____		
LED Interior Commercial Downlight Luminaires (hardwired), ENERGY STAR-Qualified Wattage per fixture _____		
LED Refrigerated Case Lighting, DesignLights Consortium-Qualified Wattage per door _____		
LED Exterior Canopy & Soffit Fixtures, DesignLights Consortium-Qualified Wattage per fixture _____		
LED Exterior/Parking Garage LED Wall Pack Fixture, DesignLights Consortium-Qualified Wattage per fixture _____		
Occupancy Sensor or Photo Cell: check all boxes that apply in each section below **Connected Load Example:** 6 fixtures; .85; T8 4 ft. 32W 2-lamp **Connected load** Number of fixtures _____ Ballast factor _____ Description _____ ☐ Wall-mount occupancy sensor ☐ Ceiling or fixture-mount occupancy sensor ☐ Photo cell **Connected load** Number of fixtures _____ Ballast factor _____ Description _____ ☐ Wall-mount occupancy sensor ☐ Ceiling or fixture-mount occupancy sensor ☐ Photo cell		
Bi-level Stairwell fixture ☐ **T8:** Number of lamps ___ Length of lamps ___ ☐ On/Off or ☐ Dimming ☐ **LED:** Fixture wattage _____ Percent Dimming _____		
☐ LED Exit Signs ☐ LEC Exit Signs		
LED Street Lighting, DesignLights Consortium-Qualified Wattage per fixture _____		
LED Area Lighting, DesignLights Consortium-Qualified Wattage per fixture _____		
LED Troffer Fixture DesignLights Consortium-Qualified Wattage per fixture _____		
LED Parking Garage Fixtures, DesignLights Consortium-Qualified Wattage per fixture _____		

Lighting Replacement Options

Prescriptive rebates are available for the commonly installed interior equipment listed below. If your project does not fit one of the descriptions below, it may still qualify for rebates. Please contact your Xcel Energy representative or the Business Solutions Center at 1-855-839-8862 for custom lighting project review prior to beginning the project.

A. Low-wattage T8 Lamps

Rebates are based on replacing 32W T8 lamps with 28W or less lamps.

B. Lighting Optimization

Rebates are based on the permanent removal of the equivalent of at least one 4-foot T8 lamp from an 8-foot or 4-foot fixture as a result of a retrofit. Rebate amount is per fixture, based on the final quantity of lamps installed in each fixture. Reducing the quantity of fixtures does not qualify. In order to qualify, the fixture must be retrofitted such that the existing ballast(s) must be disconnected and removed, a new lamp-quantity appropriate, high-efficiency electronic ballast is installed, and the sockets for the eliminated lamps are removed. In addition, the customer may not remove more than 50% of the existing lamp quantity (e.g., replacing a 3-lamp system with a 1-lamp system is not allowed). High-efficiency electronic ballasts are required for all 4-foot T8 optimization rebates. High-efficiency electronic ballasts are required for all 4-foot, 4-lamp or less T8 rebates. Ballasts: must have a ballast efficacy factor (BEF) at least as high as the factors shown in the table below. You can find a list of qualified ballasts at cee1.org.

Customer must sign the line below the optimization rebate on page 3 to verify that optimization has occurred. Although Xcel Energy recommends customer follow IES guidelines, the final light levels are the responsibility of the customer.

INSTANT START BALLAST (BEF)			
Lamps	Low (BF ≤ 0.85)	Normal (0.85 < BF ≤ 1.0)	High (BF ≥ 1.01)
1	≥ 3.08	≥ 3.11	≥ 3.03
2	≥ 1.60	≥ 1.58	≥ 1.55
3	≥ 1.04	≥ 1.05	≥ 1.04
4	≥ 0.79	≥ 0.80	≥ 0.77
6	N/A	N/A	≥ 0.52

PROGRAMMED RAPID START BALLAST (BEF)			
Lamps	Low (BF ≤ 0.85)	Normal (0.85 < BF ≤ 1.0)	High (BF ≥ 1.01)
1	≥ 2.84	≥ 2.84	≥ 2.95
2	≥ 1.48	≥ 1.47	≥ 1.51
3	≥ 0.97	≥ 1.00	≥ 1.00
4	≥ 0.76	≥ 0.75	≥ .75
6	N/A	N/A	≥ 0.50

C. High-bay fluorescent T8, T8VHO, and T5HO Lamps with High-Efficiency Electronic Ballasts

Rebates are based on a one-for-one replacement of HID fixtures (including mercury vapor, high pressure sodium, metal halide, or pulse-start metal halide) ranging in size from 250W to 1000W. Rebates are available for T8, T8VHO systems or T5HO systems as shown on page 3 of this application. High-efficiency electronic ballasts are required for all fixtures using 4-foot, 4-lamp or less T8 ballasts. Other fixture configurations will be considered under the Custom Efficiency program.

D. Parking Garage Fluorescent T8 & T5HO with High-Efficiency Electronic Ballasts

Eligible parking garage structures need to be either underground or semi-enclosed above ground. The lighting within the garage must operate 24 hours a day. Rebates are based on a one-for-one replacement of HID fixtures (including mercury vapor, high pressure sodium, metal halide, or pulse-start metal halide) ranging in size from 150W to 175W. Rebates are available for T8 or T5HO systems. High-efficiency electronic ballasts are required for all fixtures using 4-foot, 4-lamp or less T8 ballasts. Other fixture configurations will be considered under the Custom Efficiency program.

E. Compact Fluorescent Fixtures

Rebates are based on one-for-one replacement of incandescent fixtures with new hard-wired (dedicated) or modular fixtures containing pin-based compact fluorescent lamps (CFLs). For fixtures that house more than one lamp, the rebate is based on the total fixture wattage. (i.e., One fixture that houses (2) 18W CFLs would be rebated as (1) 36W CFL fixture.) Screw-base (integral) CFLs do not qualify. Two-foot low-wattage CFL rebate is paid per lamp.

F. High Pressure Sodium Fixtures

Rebates are based on one-for-one replacement of incandescent or mercury vapor fixtures. High pressure sodium lamp wattage must be lower than existing lamp wattage.

G. Ceramic Metal Halide Fixtures

Rebates are based on one-for-one replacement of incandescent, halogen, mercury vapor, high pressure sodium, metal halide, or pulse start metal halide fixtures. Ceramic metal halide lamp wattage must be lower than existing lamp wattage.

H. Pulse-Start Metal Halide Fixtures

Rebates are based on one-for-one replacement of incandescent, mercury vapor, high pressure sodium, or metal halide fixtures. Pulse-start lamp wattage must be lower than existing lamp wattage.

I. Occupancy Sensors, Photocells and Stairwell Fixtures

Occupancy sensors may be wall or ceiling mounted, but must be permanently installed; they can be passive infrared, ultrasonic, or dual technology sensors. Rebate is based on the type of sensor (wall vs. ceiling mount) as well as the connected load of each sensor. Stairwell fixtures may be 2- to 3-lamp T8 or 20 to 30W LED and be controlled via an integrated occupancy sensor or step-dimming ballast. Fixture must operate in low-standby light level during vacancy and switch to full light output upon occupancy. The fixture cannot exceed 35 percent of full wattage during unoccupied periods. Low mode setting should be chosen so that the surface illumination levels are code compliant.

J. LED and LEC Exit Signs

Rebates are based on one-for-one replacement of incandescent exit signs to LED or LEC exit signs. CFL exit signs do not qualify for a rebate.

LED Screw-in Lamps, ENERGY STAR-Qualified

ENERGY STAR-qualified screw-in LED lamps qualify for instant rebate, effective February 1, 2015. Screw-in lamps must be purchased from participating distributors that can be found on businessledinstantrebate.com/Locator/Distributors.

LED Commercial Downlight Luminaires (hardwired), ENERGY STAR-Qualified — Rebates are based on one-for-one full fixture replacement of incandescent fixtures with ENERGY STAR-qualified commercial LED hardwired downlight luminaires. Rebates are based on total fixture wattage. (Fixture must be a commercial downlight; not all products listed qualify for rebates).

LED Exterior Canopy, Soffit and Wall Pack Fixtures, DLC-Qualified — Rebates are based on one-for-one replacement of HID canopy, soffit or wall pack fixtures with LED fixtures rated for exterior use. Rebates are based on HID lamp wattage and total fixture wattage. Wall packs can be installed in parking garages, however parking garage ceiling fixtures do not qualify for this rebate. Wall packs must include wall pack terminology on spec sheet to qualify for rebate.

LED Refrigerated Case Lighting, DLC-Qualified — Rebates are based on replacement of T12 or T8 linear 5- to 6-foot fluorescent refrigerated case door lighting with 5- to 6-foot LED refrigerated case door strip lighting. Rebates are per door, not per lamp. Linear LED tube lights do not qualify for this rebate, but can be considered under the Custom Efficiency program.

LED Parking Garage Fixtures, DLC-Qualified — Eligible parking garage structures need to be either underground or semi-enclosed above ground. The lighting within the garage must operate 24 hours a day. Rebates are based on a one-for-one replacement of HID (including mercury vapor, high-pressure sodium, metal halide, or pulse-start metal halide) ranging in size from 150W–175W. Rebates are based on HID lamp wattage and total fixture wattage. LED retrofit kits are not available for prescriptive rebates, but can be analyzed in the Custom Efficiency program. The 3 to 6 times rule does not apply to this rebate measure.

LED Troffer Fixture & Retrofit Kits, DLC-Qualified — Rebates are based on a one-for-one fixtures and retrofit kits replacement of existing linear fluorescent recessed troffer systems to qualify for rebates. Eligible LED fixture types are 2X2, 2X1, 2X4, 1X4, and retrofit kits. LED T8 tubes do not qualify for the retrofit kit, but are can be considered under the Custom Efficiency program. The program adopts the DLC definition: Common recessed, suspended, or surface-mounted fixtures intended to provide ambient lighting in settings such as office spaces, schools, retail stores, and other commercial environments. Products submitted in these categories must meet the stated form factors with a tolerance of ±4 inches.

ENERGY STAR and DesignLights Consortium Qualified Product Lists — Xcel Energy requires that all LED products to be listed on either ENERGY STAR or DesignLights Consortium (DLC) Qualified Product Lists (QPL) to earn a prescriptive rebate. Prescriptive products that are not listed on the DLC QPL can be evaluated under the Custom Efficiency program.

The DLC promotes quality, performance and energy efficient commercial sector lighting solutions through collaboration among its federal, regional, state, utility, and energy efficiency program members; luminaire manufacturers; lighting designers and other industry stakeholders throughout the U.S. Visit designlights.org/QPL to search for qualified commercial products.

ENERGY STAR promotes energy savings, highest quality of products, reduced maintenance costs, cooling costs, and guaranteed minimum three-year warranty. Visit energystar.gov/products to search for qualified commercial products.

Additional Rules and Requirements

- New interior lighting equipment must operate during weekday peak-demand hours (9:00 a.m. – 9:00 p.m.). With the exception of LED canopy, soffit, and wall pack fixtures, along with parking garage fluorescent fixtures, equipment that only operates at night must be preapproved through the Custom Efficiency program.
- Rebate items must be installed on the Xcel Energy electric account listed on the application.
- These rebates assume a one-for-one replacement of fixtures (in retrofit situations) that will result in energy savings.
- Xcel Energy recommends Illuminating Engineering Society (IES) light levels.
- For fluorescent ballasts, please include product specs listing the ballast factor (BF) and ballast efficacy factor (BEF). NOTE: Sending inadequate invoice documentation or incomplete/incorrect forms will delay the rebate payment.

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LED ROI Calculator presented by MyLEDLightingGuide.com

Enter your values in the light green data entry fields and then click on the 'Calculate Savings' button below

Current Lighting Watts per bulb (W)	400
LED Lighting Watts per bulb (W)	125
Total Number of Fixtures or Bulbs	35
Daily Operating Hours (hrs)	12
Working Days Per Month	31
kWh Cost	0.10
Maintenance & Ballast Monthly (per Bulb)	5
HVAC Load Monthly Cost Factor (%)	0
Cost per single LED Bulb	690
Cost for Installation (per bulb)	30
Rebates (Utilities or Government) (per bulb)	50
EPAct Rebates (per bulb)	0

Read Disclaimer

☑ I've read and agree to all the terms in the disclaimer.

Calculate Savings

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FINANCIAL BENEFITS

	Current Lighting	LED Lighting
Watts per bulb (W)	400	125
Number of Fixtures or Bulbs	35	35
Daily Operating Hours (hrs)	12	12
Watt-hours per day (Wh)	168000	52500
Kilo-watt-hours per day (kWh)	168	53
Working Days Per Month	31	31
Total kWh per Month (kWh)	5208	1627.5
kWh Cost	0.1	0.1
Monthly kWh Cost	520.80	162.75
Maintenance & Ballast Monthly (per Bulb)	5	0.00
Maintenance & Ballast Monthly Total	175.00	0.00
HVAC Load Monthly Cost Factor (%)	0	0%
HVAC Monthly Cost from Lighting	0.00	0.00
Cost per Month w/ HVAC and Maintenance	**695.80**	**162.75**
Total annual cost to operate	**8349.60**	**1953.00**

LED ROI

Cost per single LED Bulb	690
Cost of Installation per single LED Bulb	30
Rebates per single LED Bulb	50
EPAct Rebates per single LED Bulb	0
Total Savings Monthly with LED	**533.05**
Total Savings Annually with LED	**6396.60**
Total Savings over 10 Years	**63966.00**
Total Cost to retrofit with LED	**23450.00**
Payback Period in Months	**43.99**

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ENVIRONMENTAL BENEFITS

	Current Lighting	LED Lighting
Annual System Electricity Usage (kWh)	62496.00	19530.00
kWh Cost	0.10	0.10
Annual System Cost	6249.60	1953.00

Energy Savings from kWh Reduction	4296.60
CO2 Emissions Reduction (lbs)*	57144.78
Car Removal Equivalent (cars)**	4.99
Tree Planting Equivalent (acres of trees)***	10.99

*Calculation based on USEPA eGRID2007 Version 1.1 estimated national avg of 1.33 lbs CO2/kWh

**Calculation based on USEPA Emission Facts, 2000: http://www.epa.gov/oms/consumer/f00013.htm

***Calculation based on Urban Forestry Administration estimate of 2.6 tons of CO2 stored per acre of trees per year: http://www.trees.ddot.dc.gov/ufa/cwp/view,a,1293,q,575431.asp

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Agenda Information Memorandum
May 23, 2016 - Maple Plain City Council

8. NEW BUSINESS
E. DISCUSSION OF SAC CREDITS

ACTION TO BE CONSIDERED

To review and consider the selling of SAC Credits to Ryan Companies

FACTS

A program was created for DEED before GREATER MSP was created. The goal was to help companies that needed SAC as part of their expansion project by lowering some of their upfront capital costs so that we could be more competitive and that their job creation would take place here rather than some other state.

So in working with MCES they identified cities that had excess booked SAC credits that they weren't using or weren't able to use, and provide them with a potential revenue source for an asset that didn't have a value to them, and as mention above, we could help the company save some of their upfront investment.

Greater MSP has worked with MCES on 4 projects in the past couple of years including: Michael Foods – Chaska, St. Jude Medical – Plymouth, Polar Fab Semiconductors – Bloomington, Wells Fargo – Minneapolis. We have worked mostly with South St. Paul and with the Shakopee Mdwankenton Sioux Community as the source of the SAC for the transfer.

MCES sought out the City of Maple Plain, as it was discovered by staff that the City currently has 153 SAC credits.

WHAT DOES THIS MEAN TO THE CITY OF MAPLE PLAIN?

Greater MSP would work with the City of Maple Plain, Ryan Companies and the City of Minneapolis. The City of Maple Plain could sell the credits to the City of Minneapolis for the current project that Ryan Companies is worked on. They would offer 50 cents on the dollar.

STAFF HAS ASKED TO NEGOTIATE THIS AMOUNT, HERE IS THE RESPONSE WE HAVE RECEVEID

Per your question about why 50 cents on the dollar, it was an arbitrary number that we came up with so that both the city and the company could claim they each got something, and has been the number we've used for the previous projects. If a community wanted a higher percentage, that could be part of the negotiation process. However, Greater MSP does not encourage this and would prefer using the same amount to be consistent. In addition, any negotiations is not guaranteed.

WHAT IS THE OUTCOME FOR MAPLE PLAIN?

The SAC transfer will help lower the cost of construction and help all of us grow the region. The project entails the transfer of 73 SAC credits and the city of Maple Plain would receive approximately $91,250 for the transfer. Ryan Companies will pay the city of Minneapolis for the SAC and then Minneapolis will send you a check for the above amount. An approval sheet is attached, if the Council agrees to this.

WHAT IS THE COST ANALYSIS?

Current Cost of SAC Fee Collected by the City of Maple Plain $3,085

Of this amount, the City must pay the MCES $2,485 as we use their sewer system, and the City maintains $600 for our sewer maintenance.

With a new SAC, the City can currently collected the $3,085 from the applicant and use a credit from the MCES and keep the entire total. The proposal would provide immediate revenue for the City, ensure the credits and prevent them from getting lost or not being valid.

For 73 credits that the City could keep, they city could get $181,405. However, Maple Plain is fully developed and we have had the credits since 1989.

Staff is looking for direction from the City Council on this issue.

Sell 73 credits today $91,250

Keep credits and sporadically use them as needed