

WACONIA CITY COUNCIL
MEETING AGENDA



MONDAY, JUNE 6, 2016
6:00 P.M.

VISION STATEMENT

Waconia is a free-standing growth center that is friendly, self-reliant and well managed.

MISSION STATEMENT

We are committed to providing an ideal mix of housing, commerce, health care, recreation, downtown vitality, natural resources, transportation planning, Inter-generational charm and life-long learning.

MAYOR: JIM SANBORN
COUNCILMEMBER, WARD I: LYNN AYERS
COUNCILMEMBER, WARD I: MARC CARRIER
COUNCILMEMBER, WARD II: CHARLES ERICKSON
COUNCILMEMBER, WARD II: KENT BLOUDEK

NOTE: AGENDA TIMES ARE APPROXIMATE AND SUBJECT TO CHANGE ACCORDING TO LENGTH OF DISCUSSION.
TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE BE PRESENT AT 6:00 P.M.

PAGE NO.

6:00 P.M.	1. CALL MEETING TO ORDER AND ROLL CALL	
	2. PLEDGE OF ALLEGIANCE	
	3. ADOPT AGENDA	
	4. VISITOR’S PRESENTATIONS, PETITIONS, CORRESPONDENCE	
	Rink Management Update – Susan Arntz/Luke Miska	1-10
	5. ADOPT CONSENT AGENDA	
	The items listed on the Consent Agenda are considered routine and non-controversial by the Council and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, City Staff, or Citizen so requests; in which case, the item will be removed from the Consent Agenda and considered at the end of the Regular Agenda.	
	1) Approve May 16, 2016 City Council Meeting Minutes	11-15
	2) Authorize Payment of June 6, 2016 Expenditures	16-19
	3) Motion to Approve Pay Estimate No. 1 to GMH Asphalt for the 2016 Infrastructure Improvement Project	20-27
	4) Motion to Approve Pay Estimate No. 5 to Sunram construction for Clearwater Shores	28-31
	5) Motion to Approve Pay Estimate No. 1 to EBI Drilling for the TH 5 Water Reuse Mains Project 1A	32-35
	6) Adopt Resolution No. 2016-110, Accepting Donation and Approving Pass Through Recommendation	36-37
	7) Adopt Resolution No. 2016-111, Authorizing Purchase of Replacement Fire Boat.....	38-39

- 8) Adopt Resolution No. 2016-112, Approving Agreement to State Transportation Fund Local Road Improvement Program Grant Terms and Conditions – TH 5 Corridor Improvements..... 40-41
- 9) Adopt Resolution No. 2016-115, Adopt Municipal Operations Best Management Practices Manual for Public Service Facility Operations 42-55
- 10) Adopt Resolution No. 2016-117, Authorize Purchase & Award of Single Axle Truck Chassis and Dump Body & Winter Maintenance Equipment..... 56-66
- 11) Adopt Resolution No. 2016-118, Authorize Staff to Obtain TM “TreePod Biofilter” Storm Water Solution from Oldcastle Service Representative in Minnesota..... 67-74
- 12) Adopt Resolution 2016-113, Authorizing Joint Powers Agreement between Carver County and the City for Recreation Programs & Events 75-86

8. COUNCIL BUSINESS

- 1) Adopt Resolution 2016-114, Authorize Placement of STOP Sign and NO PARKING Signage on South Willow Place 87-89
- 2) Adopt Resolution 2016-116, Authorize City Engineer Consultant to Expedite CSAH 10 Trail Permit Correspondence Letter Regarding Variance of Trail Placement within Current County Road Corridor..... 90-94

9. ITEMS REMOVED FROM CONSENT AGENDA

10. STAFF REPORTS

11. BOARD REPORTS

- 1) Councilmember Erickson
- 2) Councilmember Bloudek
- 3) Councilmember Carrier
- 4) Councilmember Ayers
- 5) Mayor Sanborn

12. ANNOUNCEMENTS

- 1) Music in the Park – City Square Park – 7:00 p.m. – Safari Island Rain
 - June 9th – JazzHounds Big Band
 - June 16th – Dale Dahmen & The Beats
 - June 23th – BZ Girls
 - June 30th – Traveled Ground

13. ADJOURN

.....OFFICE OF THE CITY ADMINISTRATOR
Susan Arntz

WORK SESSION:

- Review Grandstand Project
- Review Public comments regarding proposed Chicken and Bee Ordinance

CALENDAR OF EVENTS/MEETINGS:

June 6	Monday	6:00 p.m.	City Council Meeting
June 6	Monday	After CC Mtg.	Work Session
June 20	Monday	6:00 p.m.	City Council
June 20	Monday	After CC Mtg.	Work Session Meeting
July 18	Monday	6:00 p.m.	City Council Meeting



VISITOR'S PRESENTATION

Meeting Date:	June 6, 2016
Item Name:	Update from Rink Management
Originating Department:	Administration
Presented by:	Susan Arntz, City Administrator

Previous Council Action (if any):

Item Type (X only one):	Consent	Regular Session	Discussion Session
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

No Action Necessary

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

Luke Miska, General Manager from Rink Management who manages our Safari Island Community Center will provide an update for the Council on the last two months of activity. Attached is a summary of activities for Rink Management and a copy of the summary of the recent survey that was completed of our members.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses:</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
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Rink Management Services Corporation

the most trusted name in ice rinks

RMSC Initial Review June 1, 2016

On behalf of Rink Management Services Corporation (RMSC), I would like to take this opportunity to provide you a brief review of the first two months of the management transition.

Personnel

RMSC promoted David Wabbe to General Manager of the Ice Arena. David was already fulfilling many responsibilities of the role, and his experience and dedication made him the obvious choice for the job. David has adapted well to the procedural changes and we value his team spirit attitude.

At Safari Island, we hired a General Manager and Fitness Director immediately. Upon the former Aquatics Director's resignation, we also hired a new Aquatics Director. All three of these individuals not only bring tremendous experience but have brought enthusiasm and a desire to make positive changes throughout the facility.

General Manager	Luke Miska
Fitness Director	Sara Halverson
Aquatics Director	Nate Brisley

RMSC is currently looking to find a suitable replacement for the Maintenance Manager position that will become vacant on June 8th. Other personnel changes have included hiring additional lifeguards to ensure pool safety and several new guest services staff. We have streamlined some of the job duties of the office staff for efficiency. Office spaces were reassigned appropriately for positions and work flow.

Overall Objectives

RMSC was hired to focus predominately on three major goals: improve overall culture, guest experience and fiscal health of the facilities.

We have begun to lay groundwork to meet and optimistically exceed these expectations. We have assessed the buildings and met with all staff members. First and foremost, we conducted customer service training sessions and are continuing to train in department specific situations.

With the Community Center specifically, we published a survey to gain feedback from members, guests and the community at large. (See "Safari Island Survey Results" attached)

Based on our overall assessments and survey results, RMSC has developed short-term goals for the next 90 days. These are primarily items relating to expanding communication, fitness and aquatics programming, the feasibility of implementing community suggestions, and examining revenue generating options.

Communication

We feel strongly about great communication with members, guests and the extended community at all of our facilities.

- We have already established official Facebook pages for both Safari Island and the Ice Arena. We are continually working to promote these avenues for communication and are posting regularly.
- We are close to implementing a new web site for Safari Island. We project this will go live in early June. A new site for the Ice Arena is in the beginning stages of being built with a goal of going live in early July.
- We sent out our first email blast in late April. This was a huge success, with 40% open rate (industry average open rate on marketing emails is 18%). We project that one email blast will be sent per month moving forward, with additional emails being sent as deemed necessary.
- We are evaluating the Program Guide and will make recommendations at a later time. We believe this useful tool should reach a broader audience.
- Our overall plan with written marketing such as the Program Guide, direct mail pieces, brochures and flyers is to implement with purpose and cost effective measures.
- Other social media applications such as Twitter and Instagram are being examined as potential future options.

Fitness

- Sara held one-on-one meetings with each instructor to determine what certifications they hold, their availability, and discuss the overall vision for fitness/wellness.
- The schedule has seen slight adjustments, and we will continue to adjust as necessary.
- The office space in “Den 4” is now being utilized as the office hub of all fitness and wellness activities, and will provide personal trainers and instructors space to use when necessary.
- The equipment in the Iron Forest has been repositioned for optimum space usage.
- Equipment needs are being examined, as well as optimizing the studio space for use.
- Class offerings are also being examined and we are planning for Fall classes to offer more variety and availability to address consumer requests.
- We have begun to hire Personal Trainers and are implementing the program beginning in June.

Aquatics

- RMSC brought in a Consultant in April to assess and make recommendations regarding the aquatics department. This was a thorough review of the pools, deck, equipment, mechanical, staffing and procedures.
- Nate met with the pool staff and determined that more training was required. He has already held training sessions and will continue to do so.
- Staffing levels and stations are being adjusted to address safety concerns.
- Programming has been reviewed and will be adjusted accordingly to meet customer demand.
- A new water feature for the rec pool has been selected, and we are determining if funding is available so this can be installed during shut-down.
- The slide hours are going to be increased incrementally to accommodate busier periods.
- Looking toward Fall, we have an objective to have the rec pool open during the weekdays as well as continued expanded slide hours of operation.
- The Aquatics Director’s office was moved downstairs next to the pools.

Safari Island Membership/Revenue

Our main focus for increasing revenue will be in increasing the memberships. We have determined that in order for this to happen, we will need to add value into Safari Island. We will be making appropriate changes in an order and manner that is logical and timely. While we are working through this process, we are also looking at other revenue generators such as rentals, passes and fees. We will be making minor adjustments to some items in June, such as childcare and birthday parties. Adding value to services such as these will also increase revenue.

Ice Arena

- David has continued business as usual at this facility as this is “slow season.”
- Staffing levels have been discussed, and we will be adding Skate Hosts during appropriate skating sessions as a safety measure.
- One of our Senior Staff members experienced in Ice Arenas has begun working with David and is assessing current programming, schedules and revenue opportunities.
- Staff training has taken place, and is continuing as needed.

While there are many details that the Senior Management Team and Staff at both facilities work through each week, there are simply too many to list completely here. We have already received positive feedback from patrons regarding the changes that have already been implemented. We know we are headed in the right direction.

Please feel free to contact me at any time with questions or concerns.

Respectfully Submitted,

Cheryl Collie
Operations Manager
Recruiting & Hiring Coordinator
Rink Management Services Corporation
804-299-3123
cheryl.collie@rinkmanagement.com

Safari Island Survey Results

May 2016

The 33 question survey was open online for two weeks. Hard copies were available at the Front Desk for those who do not have computers.

Overall survey responses reveal a low percentage of respondents are highly satisfied with the Community Center and its amenities. Prior to this survey being released, Rink Management had pinpointed a number of areas for improvement, which were confirmed with these survey results. While change is necessary for any successful organization, RMSC recognizes that changes are a process and need to be cost-effective, practical, logical and timely.

Survey suggestions also have to be taken in consideration of percentage of people that would like to have a particular program or amenity, as the Community Center needs to be a facility for all community members. Making accommodations for all ages, genders and amenity preferences. In other words, Safari Island should be a place that everyone can enjoy on some level.

Overview Statistics:

- 539 Respondents
- 44.1% currently do not have a membership
- 60.8% are residents of Waconia
- 35% visit the facility on a weekly basis

Rate the importance of the following areas:

Selected as "Very Important":

- | | |
|-------------------------|-----|
| 1. Price | 66% |
| 2. Walking Track | 52% |
| 3. Fitness Equipment | 50% |
| 4. Recreation Pool | 49% |
| 5. Fitness Classes | 37% |
| 6. Courts/Gymnasium | 27% |
| 7. Lion's Den Play Area | 21% |
| 8. Competitive Pool | 20% |
| 9. Childcare | 13% |

Fitness

Regarding Fitness Classes:

49% of survey respondents indicated that they do not use this service. Of those who do:
“highly satisfied”:

Fitness Class Times	27%
Fitness Class Types	31%
Staff Attentiveness	47%
Equipment Condition	23%

Regarding Iron Forest Fitness Equipment:

40% of survey respondents indicated that they do not use this area. Of those who do:
“highly satisfied”:

Staff Attentiveness	24%
Availability of Equipment	24%
Equipment Condition	21%

Regarding Fitness Studio Equipment:

55% of survey respondents indicated that they do not use this offering. Of those who do:
“highly satisfied”:

Staff Attentiveness	34%
Availability of Equipment	29%
Equipment Condition	25%

171 respondents offered suggestions for improvement (sampling):

- 61% would like to see additional class times offered along with more variety.
- 10% had comments regarding wanting highly trained instructors who are knowledgeable and who interact with participants.
- 2% would like to have childcare available during times they would like to take classes
- 12% expressed concern that some of the classes were overcrowded.
- 7% would like to see additional classes for Seniors.

Regarding Fitness Equipment (143 respondents):

Whether it is in the Iron Forest (weight room) or the studio, the consensus of those who offered remarks concentrated on cleanliness, organization of smaller equipment, working condition and availability. Many respondents recognized the space constraints although wanting more free weights and machines. Our Staff has already reconfigured the equipment placement in the Iron Forest to better suit the needs of our members and guests.

Aquatics

Regarding the Recreational Pool:

31% of survey respondents indicated that they do not use this pool. Of those who do:

“highly satisfied”:

Staff Attentiveness	43%
Pool Hours	28%
Pool Condition	42%
Equipment Condition	37%

Regarding the Lap Pool:

52% of survey respondents indicated that they do not use this pool. Of those who do:

“highly satisfied”:

Staff Attentiveness	40%
Pool Hours	30%
Pool Condition	40%
Equipment Condition	39%

Regarding Swim Lessons:

69% of survey respondents indicated that they do not use this amenity. Of those who do:

“highly satisfied”:

Instructor Knowledge	28%
Instructor Teaching Style	26%
Lesson Times	23%
Lesson Availability	17%

164 respondents offered suggestions for improvement for the pools and swim lessons (sampling):

- 30% would like to see the pools hours expanded
- 21% had complaints about the lifeguards and WSI's (poorly trained, non-attentive)
- 24% had concerns regarding availability of swim lessons
- 8% stated the pools, locker rooms and pool decks are dirty
- 13% said the pools are too cold

Gymnasium & Walking Track

Regarding the courts/gymnasium:

56% of survey respondents indicated that they do not use this area. Of those who do:
“highly satisfied”:

Staff Attentiveness	27%
Open Court Hours	18%
Court Condition	35%
Equipment Condition	30%

Regarding the walking track:

26% of survey respondents indicated that they do not use this feature. Of those who do:
“highly satisfied”:

Staff Attentiveness	33%
Open Track Hours	62%
Track Condition	49%

Regarding the gymnasium and walking track:

104 people offered comments regarding the gym and walking track. Of those, the largest percentage of respondents would like to see the gyms more available for public use. Other remarks included concerns about cleanliness, enforcing rules, and the shared use agreement with the school.

Childcare

86% of survey respondents indicated that they do not use this service. Of those who do:
“highly satisfied”:

Staff Attentiveness	30%
Childcare Hours	9%
Childcare Center Condition	14%
Cost for Value	16%

44 respondents offered comments, which were predominately about the hours of operation. Other remarks included concerns regarding cost and making reservations.

Lion’s Den Play Area

60% of survey respondents indicated that they do not use this service. Of those who do:
“highly satisfied”:

Staff Attentiveness	28%
Cleanliness	30%
Equipment Condition	34%

One-third of the 49 respondents who left comments were concerned about cleanliness in this area. Additional comments included concerns over safety and parents not supervising their children.

Birthday Parties

81% of survey respondents indicated that they do not use this service. Of those who do:
“highly satisfied”:

Staff Attentiveness	45%
Available Party Rental Hours	53%
Room Condition	49%

22 respondents left comments. About half of those offered a variety of suggestions on improvements, and the other half were pleased with this service.

Facility Components

	“highly satisfied”:
Community Center Cleanliness	41%
Security	32%
Regular Hours of Operation	37%
Holiday Hours of Operation	33%
Check In Process	38%

43% of the 138 respondents who left comments want to see the hours of operation extended, including having holiday hours. 23% want to see improvements with the check-in process. Other remarks primarily addressed concerns with customer service and security.

Communication

How would you like to receive information regarding the facility and programs? (Could select more than one option)

1. Email Newsletter 69%
2. Website 45%
3. Facebook 32%
4. Direct Mail 17%
5. Printed Fliers 11%
6. Twitter 3%
7. Other 3%

“Other” answers included text messages, posting at Safari Island, and “do not wish to receive information.”

Other Recommendations

What additional programs or events would you like to see that are not currently offered?

85 respondents offered a wide variety of suggestions. Most of those had already been noted in previous sections of the survey. A small number of the suggestions would require a building expansion to accommodate. Overall, suggestions focused on activities for all age groups, including social events and outdoor programs.

What other suggestions do you have for improving Safari Island Community Center?

The majority of the 143 responses also had been previously mentioned within the survey.

Hours of operation, cleanliness, and amenities that are open and available top the list. Customer service and having a membership that has value are extremely important. 8% of respondents complained about the distance (and walk) from the parking lot to the building.

CITY OF WACONIA
May 16, 2016

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Acting Mayor Kent Bloudek at 6:00 p.m. The following members were present: Kent Bloudek, Lynn Ayers, Marc Carrier, Charles Erickson. Absent: Jim Sanborn.

Staff Present: Susan Arntz, Lane Braaten, Craig Eldred, Ann Meyerhoff, Nicole Lueck, Angel Smith.

Visitors: Mike Blanchfield, Michael Orth, Richard & Janet Dupont, Noah McCourt.

Pledge of Allegiance was led by Acting Mayor Kent Bloudek.

ADOPT AGENDA: Resolution 2016-109 was added to Consent Agenda. Motion by Erickson, seconded by Carrier to adopt the agenda as amended. All present voted aye. **MOTION CARRIED.**

VISTOR'S PRESENTATION: None

PROCLAMATION: Acting Mayor Kent Bloudek read a proclamation proclaiming May 15- May 21, 2016 National Public Works Week.

PUBLIC HEARING - Storm Water Pollution Prevention Plan: Acting Mayor Bloudek called the Public Hearing to Order. Craig Eldred stated that each year by June 30th communities with a population of 10,000 or greater are required to submit an annual report to the Minnesota Pollution Control Association and also sponsor an annual meeting to allow public comment on the SWPPP. Eldred shared the goals and accomplishments.

Goals Implemented for 2015:

- Continue to update and monitor storm water data storage and collect GPS points for storm water conveyance systems
- Complete 20% inspection process of storm water conveyance systems, ponds, wetlands, and outfalls
- Implement processes required in SWMP to meet established target goals
- Continue to enhance, lead, and improve public education outlining direct effects individuals have in water quality
- Continue to build relationships and partnerships with outside government agencies directed at improving stream and surface water quality; specifically, working at meeting total maximum daily loads of phosphorus and total solid requirements
- Work with Developer's to include Low Impact Design practices into urban and redevelopment design directed at improving and maintain water quality
- Investigate opportunities for grant funds to assist with off-setting capital storm water improvement costs
- Enhance partnerships with residents and Homeowner Associations on shoreline and stream restoration projects

Accomplishments for 2015:

- Continue updates to storm water conveyance system mapping, and enhanced data set in asset management system
- Completed 20% of storm water conveyance system, pond and outfall inspections. In 2015 Public Service Staff completed the final phase of inspections for the entire community
- Continued education of storm water; 350 plus fourth grade children through Public Service and Water Treatment Facility in October, Continued Open House events in the spring and fall seasons, Notifications of residential impacts/issues as it pertains to water quality of storm water conveyance and receiving waters
- Continue to prepare and include BMP's and LID's into our budgetary processes for enhancement of water quality where possible

CITY OF WACONIA

May 16, 2016

- Continue to implement storm water management items related to the approved Surface Water Management Plan (SWMP)
- Continue implementation of storm water management items related to Storm Water Pollution and Prevention Plan (SWPPP) and approved by MPCA
- Partnered with Carver County Soil and Water and Developer's on design review and implementation of Low Impact Design items to reduce storm water run-off impacts. Particular projects include Iron Tap and HEI Parking Lot improvements through reduction of surface water run-off and aggregate surface contamination to Lake Waconia
- Continued process on First Street Storm Water Re-Use project in conjunction with Carver County and Waconia School District
- Provided enhanced composting schedule to allow residents more opportunities to recycle materials
- Awarded grant funds for 10th Street and Brook Peterson Park Reuse Projects from the Metropolitan Council
- Worked collaboratively with Mattamy Homes on institution of storm water reuse system for the purpose of meeting CCWMO infiltration guide-lines for residential development.

Goals Implemented for 2016:

- Meet target storm water management items related to Storm Water Pollution and Prevention Plan (SWPPP) approved by the MPCA
- Continue to research alternative funding opportunities for storm water pollution prevention projects
- Complete Final phase and place First Street Reuse and place system into service
- Complete 10th Street Reuse project in effort to meet storm water requirements for TH 5 and 10th Street Improvement Project
- Complete Brook Peterson Park Storm Water Reuse project guided to reduce potable water use on the athletic fields
- Continue to promote Low Impact Design practices into Urban Development, and Re-Development projects in efforts to reduce storm water contamination of receiving waters
- Continue to build relationships and partnerships with outside agencies directed at improving water quality

Motion by Erickson, seconded by Carrier to Close the Public Hearing on the Storm Water Pollution Prevention Plan. All present voted aye. **MOTION CARRIED.**

Motion by Ayers, seconded by Erickson to Adopt Resolution No. 2016-107, Approving Annual Storm Water Pollution Prevention Plan (SWPPP) Report for Calendar Year 2015. All present voted aye. **MOTION CARRIED.**

ADOPT CONSENT AGENDA

- 1) Approve May 2, 2016 City Council Meeting Minutes.
- 2) Authorize Payment of May 16, 2016 Expenditures.
- 3) Motion to Approve Pay Estimate No. 10 to Park Construction Company for the Trunk Highway 5 Corridor Improvement Project.
- 4) Adopt Resolution No. 2016-103, Approving Purchase of Tax Forfeited Parcels.
- 5) Adopt Resolution No. 2016-104, Approving the Variance Request by Mike and Cindy Blanchfield for construction of a Detached Accessory Structure for their property located at 40 Pine Street North.
- 6) Adopt Resolution No. 2016-105, Approving the Stonegate Final Plat Application submitted by Cal Atlantic for the First phase of the Stonegate Development.
- 7) Adopt Resolution No. 2016-108, Authorizing City Engineers; Bolton & Menk to Advertise Bids for Project Items Related to directional drilling of HDPE Reuse Water Main for Brook Peterson Storm Water Reuse System.
- 8) Adopt Resolution No. 2016-109, Accepting the Resignation of Firefighter James Eggers and authorizing recruitment.

CITY OF WACONIA

May 16, 2016

Motion by Erickson, seconded by Carrier to Adopt the Consent Agenda as presented. All present voted aye. **MOTION CARRIED.**

COUNCIL BUSINESS

Approve Site Plan and Design Review for 836 Main Street East: Lane Braaten explained that the applicants, Barbara Van Auken and Kevin Brazner, have submitted an application for Site Plan and Design Review for the property located at 836 Main Street East (PID# 753210042). They are proposing the construction of a 70 ft. x 200 ft. multi-tenant commercial building and corresponding site improvements on the subject parcel.

Braaten went through all the requirements for the Site Plan and Design Review stating that the Planning Commission reviewed the application at their regular meeting on May 5th, 2016, and recommended approval via a 5-0 vote with the following conditions:

1. The proposed improvements shall be completed as approved and as conditionally revised by the Planning Commission and the City Council.
2. All applicable permits are applied for by the applicant with all supporting documentation and issued prior to the start of construction.
3. The items listed on the City Engineers April 26, 2016, Review Comments shall be resolved to the satisfaction of the City Engineer, the Public Services Director and the Community Development Director prior to the issuance of the building permit for the multi-tenant building.
4. The applicant shall provide the City with a letter of credit to guarantee the proper installation and growth of the approved landscape plan. The letter of credit shall be submitted by the developer prior to obtaining a building permit that is equal to the amount of the required landscaping to be installed. The letter of credit shall be held by the City and must cover one full calendar year subsequent to the installation of said landscaping and must be conditioned upon complete and satisfactory implementation of the approved landscape plan.
5. All indirect costs with the building permit, review, and final plans associated with engineering and administrative costs shall be paid by the applicant/owner.
6. The applicant/property owner shall confirm with the Carver County Water Management Organization (CCWMO) that all stormwater requirements have been met for the property. Any unresolved issues will need to be resolved as part of the development of this site. CCWMO approval or unresolved issues may delay the issuance of a building permit.
7. The applicant submit a lighting plan for review and approval prior to the issuance of a building for the property.
8. The Site Plan shall be submitted to the Park and Recreation Commission for review at their upcoming meeting to discuss the outstanding Park Dedication Fees due for the property.
9. The applicant shall contact the City Planning Department for a final site inspection when all conditions of approval regarding this application have been completed.

Council Member Bloudek expressed concern about the absence of loading docks. Braaten answered by saying that they will get deliveries before business hours through the front.

Barbara Auken with the Avalon group took to the podium to address the loading dock question. She stated that the tenants will be the type that has small deliveries and it will be up to them to set up delivery hours.

Council Member Ayers asked about the size of the building and how many tenants it would hold. Auken replied that for that size building it would have 4 tenants.

Richard Dupont came forward and informed the council that he will be the first tenant in the building. Currently he is the owner of Dominos in downtown but will be moving the business to the larger location.

CITY OF WACONIA
May 16, 2016

Motion by Erickson, seconded by Carrier to Adopt Resolution No. 2016-102, Approving Site Plan and Design Review for the Proposed Building and Site Improvements at 836 Main Street East. All present voted aye. **MOTION CARRIED.**

Revisions to Employee Reference Manual: Susan Arntz stated that the Personnel Committee has been reviewing a growing issue related to Paid Time Off (PTO) accrual for our employees. Upon review of the rate at which our current employees are accruing PTO, the Personnel Committee directed staff to review possible new accrual schedules. Upon review of policies for other communities in our market area and our own accrual rates, the Committee is recommending that we amend our policy to reduce the amount of PTO that future employees would accrue. The recommendation is to implement this policy on June 1, 2016 for all new hires after this date. This proposed change would only affect new employees.

Our payroll system is set up to handle the two accrual schedules.

For Employees Hired Prior to June 1, 2016:

<u>Years of Service</u>	<u>Total Days</u>	<u>Annual Hours</u>	<u>Monthly Hours</u>
1-5 years of employment	22 days	176 hours	15 hours
6-15 years of employment	27 days	216 hours	18 hours
16-20 years of employment	32 days	256 hours	21 hours
21+ years of employment	37 days	296 hours	25 hours

For Employees Hired After June 1, 2016:

<u>Years of Service</u>	<u>Total Days</u>	<u>Annual Hours</u>	<u>Monthly Hours</u>
1-5 years of employment	15 days	120 hours	10 hours
6-15 years of employment	18 days	144 hours	12 hours
16-20 years of employment	22.5 days	180 hours	15 hours
21+ years of employment	28.5 days	228 hours	19 hours

Motion by Erickson, seconded by Carrier to Adopt Resolution No. 2016-102, Adopting Revisions to Employee Reference Manual. All present voted aye. **MOTION CARRIED.**

Acting Mayor Bloudek recessed the Regular City Council meeting at 6:54 p.m. to meet in Closed Session to discuss pending litigation, subject to MN Statutes 13D.05 Subdivision 3b.

Acting Mayor Bloudek resumed the Regular City Council meeting at 7:25 p.m.

Susan Arntz reviewed the proposal from Waconia Township for the High School Project. It was agreed that the fee would be refunded to the Township and they agreed to go forward with the annexation.

Motion by Erickson, seconded by Carrier to approve the counter approval. All present voted aye. **MOTION CARRIED.**

ITEMS REMOVED FROM CONSENT AGENDA: None

STAFF REPORTS: Susan Arntz gave a reminder that the City was taking comments from the public regarding Chicken and Bee concepts.

BOARD REPORTS:

Councilmember Erickson – No Report
Councilmember Bloudek – No Report
Councilmember Carrier – No Report
Councilmember Ayers – No Report

CITY OF WACONIA
May 16, 2016

Mayor Sanborn – No Reoprt

ANNOUNCEMENTS: None

ADJOURN:

Motion by Carrier, seconded by Ayers to adjourn the meeting at 7:30 p.m. All present voted aye. MOTION CARRIED

Jim Sanborn, Mayor

ATTEST: _____
Ann Meyerhoff, Office Assistant

I have reviewed the list of claims for council approval and recommend payment.

Nicole Lueck
Nicole Lueck, Finance Director

6/1/2016
Date

**CITY OF WACONIA
Council List-Expenditures
Meeting: June 06, 2016**

Vendor Name	Description	Amount	Fund/Department
ADVANTAGE IRRIGATION	Irrigation Repair Parts	\$77.75	Central Facilities
ALLSTATE	Premiums 04/12/16	\$169.44	Personnel Liabilities
AMERICAN LEGION POST 150	Senior Dining Program 07/2016	\$600.00	Central Facilities
AMERICAN PAVEMENT SOLUTIONS, INC.	Street Seal Coating	\$17,085.15	Streets
AVTEX SOLUTIONS, LLC	05-2016 Server Back-Up	\$600.00	Technology
BOLTON & MENK, INC	2018 Comp Plan Update	\$110.50	Water
BOLTON & MENK, INC	Crosswinds	\$286.00	PIR
BOLTON & MENK, INC	Interlaken Woods	\$759.00	PIR
BOLTON & MENK, INC	Pheasant Ridge Lift Station	\$775.50	Sewer
BOLTON & MENK, INC	Crosswinds 2nd Addition	\$994.00	PIR
BOLTON & MENK, INC	Baseball Grandstand	\$1,196.00	PIR
BOLTON & MENK, INC	Miscellaneous Engineering	\$1,649.00	Split: PIR, Administration, Parks, Planning, Streets, Stormwater, Sewer
BOLTON & MENK, INC	ISD 110 Expansion	\$2,530.50	PIR
BOLTON & MENK, INC	2015 Infrastructure Improvement	\$2,596.00	Split: PIR, Stormwater, Water, Sewer
BOLTON & MENK, INC	Industrial Park ALTA Survey	\$4,109.00	PIR
BOLTON & MENK, INC	2016 Infrastructure Improvement	\$5,951.65	Split: PIR, Water, Sewer, Stormwater
BOLTON & MENK, INC	Somerwood Adcn of Interlaken	\$8,412.00	PIR
BOLTON & MENK, INC	TH 5 Stormwater Reuse	\$9,248.25	Stormwater
BOLTON & MENK, INC	Met Council I&I Surcharge Prog	\$12,238.00	Sewer
BOLTON & MENK, INC	Community Dr & 94th Street	\$17,539.40	PIR
BOLTON & MENK, INC	TH 5 Corridor Improvements	\$20,249.25	Split: PIR, Stormwater, Sewer, Water
BOND TRUST SERVICES CORP	2015B Bond Payment	\$7,343.75	2015 Debt Fund
BOYD'S OIL DISTRIBUTING	Oil Preventative Maintenance Supplies	\$3,716.68	Split: Streets, Parks, Water, Sewer
BRIGGS & MORGAN	Legal Services_IA&SI Contracts	\$1,580.50	Administration
CARVER COUNTY TREASURER	2016 TIF District Admin Fees	\$1,480.00	TIF #1, #2, #3 & #4
CENTERPOINT MINNEGASCO	Natural Gas Service 02/2016	\$7,459.36	Split: Central Facilities, Water, Sewer, Storm Water, Street Light, Ice Arena
CHOICE ELECTRIC	2016 Street Recon Lighting	\$2,946.25	PIR
CITY OF SAINT PAUL	Asphalt	\$193.45	Streets
COLORADO CHILD SUPPORT SERVICES	EE Deduction - Pay 07-2016	\$279.10	Personnel Liabilities
DAMA METAL PRODUCTS INC	Fire S-3 Key Lock Boxes	\$216.00	Fire
DAMA METAL PRODUCTS INC	Fire S-3 Key Lock Boxes	\$216.00	Fire
DETROIT LAKES FIRE DEPT CONFERENCE	MSFDA Conference Registration - 3 FF	\$525.00	Fire
EFTPS	Federal Taxes - Fire Pay 03/16	\$799.14	Personnel Liabilities
EFTPS	Federal Taxes - Pay 07-2016	\$24,618.72	Personnel Liabilities
EFTPS	Federal Taxes - Pay 08-2016	\$16,441.72	Personnel Liabilities
EFTPS	Federal Taxes - Pay 08-2016	\$674.54	Personnel Liabilities
EFTPS	Federal Taxes - Supplemental	\$0.98	Personnel Liabilities
EFTPS	Federal Taxes - Supplemental	\$4,788.43	Personnel Liabilities
EFTPS	Federal Taxes - Supplemental	\$20,450.34	Personnel Liabilities
EMERY'S TREE SERVICE, INC	Tree Removal Service	\$2,850.00	Parks
FERGUSON WATERWORKS #2516	Meter Project Components	\$18,070.75	Water
FRESHWATER SOCIETY	Water Reuse Workshop - Eldred	\$100.00	Storm Water
GORDON, GARY	City Square Park Rental Cancel	\$64.13	Safari Island
HAUGO GEOTECHNICAL SERVICES, LLC	2016 Recon Soil Testing	\$1,048.00	PIR
HAWKINS INC	WTP Chemicals	\$1,806.70	Water
KANSAS STATE BANK OF MANHATTAN	SI Exercise Equip Rent 04/2016	\$1,579.61	Safari Island
KLEIN BANK	EE HSA Liability - Pay 07-2016	\$2,011.15	Personnel Liabilities
KLEIN BANK	EE HSA Liability - Pay 08-2016	\$1,961.15	Personnel Liabilities
KLEIN BANK	ER HSA Liability - Final Recreation Supplemental	\$1,827.65	Personnel Liabilities
KLEIN BANK	ER HSA Liability - Pay 07-2016	\$2,018.03	Personnel Liabilities
KLEIN BANK	ER HSA Liability - Pay 08-2016	\$1,713.42	Personnel Liabilities
KLM ENGINEERING, INC.	Tower #2 Recon Res 2015-230	\$25,985.30	Water
LARAWAY ROOFING	CH Roofing Project	\$2,150.00	PIR
LARAWAY ROOFING	WTP Roofing Project	\$46,000.00	Water
LENZEN CHEVROLET-BUICK, INC.	Fire SUV's - C-12/U-11 - Resolution #2015-260	\$77,398.16	Capital Equipment
LOFFLER COMPANIES INC	IA Printer Fees 03/01 - 05/31	\$130.04	Ice Arena
MARCO INC	PW Computer Consulting Issue	\$320.00	Technology
MARCO INC	CH Printer Lease 03/2016	\$593.64	Central Facilities
METRO WEST INSPECTION SERVICES, INC.	Building Inspections 03/2016	\$16,338.76	Building Inspections
MN BOARD OF WATER & SOIL RESOURCES	Wetland Credits - 2016 Infrastructure Project	\$376.33	Storm Water
MN DEPT OF MOTOR VEHICLES	License Plates - C-12/U-11	\$12.00	Fire
MN DEPT OF REVENUE	Sales Tax Liability 03/2016	\$5,387.00	Sales Tax Liability
MN DEPT OF REVENUE	State Taxes - Fire Pay 03/2016	\$23.79	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Pay 07-2016	\$3,913.90	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Pay 08-2016	\$2,696.52	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Pay 08-2016	\$45.30	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Supplemental	\$882.95	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Supplemental	\$3,830.60	Personnel Liabilities
MOLNAU TRUCKING LLC	Snow Hauling 02/2016	\$2,320.00	Streets
MONTGOMERY, CLAY	Wetland Credits - 2016 Infrastructure Project	\$9,356.69	Storm Water

Council List-Expenditures
Meeting: June 06, 2016

Vendor Name	Description	Amount	Fund/Department
MUELLER & SONS, INC.	Asphalt - 1st/Goldfinch/Olive	\$536.54	Stormwater
MUELLER & SONS, INC.	Fill/Sand-Water Digs/Street/Sock	\$658.79	Split: Water, Streets
MUELLER & SONS, INC.	Asphalt-Manhole/Rebuilds/Wtrdigi	\$1,106.57	Split: Water, Sewer
MUELLER & SONS, INC.	Red Rock - Hwy 5 Corridor Proj	\$2,112.71	PIR
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 07-2016	\$80.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 07-2016	\$1,730.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 08-2016	\$80.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 08-2016	\$1,620.00	Personnel Liabilities
NORDIC MECHANICAL SERVICES	WTP HVAC Maintenance Contract	\$850.00	Water
NORDIC MECHANICAL SERVICES	FS HVAC Maintenance Contract	\$850.00	Central Facilities
NORDIC MECHANICAL SERVICES	CH HVAC Maintenance Contract	\$1,375.00	Central Facilities
NORDIC MECHANICAL SERVICES	PW HVAC Maintenance Contract	\$1,750.00	Central Facilities
PERA	EE/ER Retirement - Pay 07-2016	\$13,094.64	Personnel Liabilities
PERA	EE/ER Retirement - Pay 08-2016	\$9,966.81	Personnel Liabilities
PERA	EE/ER Retirement - Pay 08-2016	\$326.22	Personnel Liabilities
PERA	EE/ER Retirement - Supplemental	\$184.20	Personnel Liabilities
PERA	EE/ER Retirement - Supplemental	\$264.28	Personnel Liabilities
RINK MANAGEMENT	IA Cash Reserve Account Set-Up	\$100,000.00	Ice Arena
RINK MANAGEMENT	SI Cash Reserve Account Set-Up	\$75,000.00	Safari Island
ROYAL TIRE INC	Skid Loader Tire Mounting	\$925.42	Streets
TWIN CITY HARDWARE	Back Door Repair Fire Station	\$50.91	Central Facilities
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Diesel/Gasoline Fill	\$15,302.54	Fleet Fuel Payable
US BANK CORPORATE PAYMENT SYSTEMS	03/11/16 - 04/10/16 Purchasing Card Transactions	\$89,402.79	
ACT/CITY OF WACONIA	SI CC Testing-Refunded	(\$5.00)	Bill Back Receivable
ACT/GTS MCMA CONFERENC	MCMA Conference-Arntz	\$515.00	Administration
AMAZON MKTPLACE PMTS	Balloons-PW Open House	\$19.99	Sewer
AMAZON MKTPLACE PMTS	Construction Hats-PW Open House	\$79.96	Sewer
AMAZON MKTPLACE PMTS	Cups-PW Open House	\$20.98	Sewer
AMAZON MKTPLACE PMTS	Goodie Bags-PW Open House	\$107.43	Sewer
AMAZON MKTPLACE PMTS	Napkins/Plates-PW Open House	\$74.56	Sewer
AMAZON MKTPLACE PMTS	Napkins/Table Cloths-PW Open House	\$38.67	Sewer
AMAZON MKTPLACE PMTS	Napkins-PW Open House	\$9.50	Sewer
AMAZON MKTPLACE PMTS	Plates-PW Open House	\$19.64	Sewer
AMAZON MKTPLACE PMTS	PW Open House Supplies-Returned	(\$20.98)	Sewer
AMAZON MKTPLACE PMTS	Syrup-PW Open House	\$59.97	Sewer
AMAZON.COM	Childcare DVD's	\$65.36	Safari Island
AMAZONPRIME MEMBERSHIP	EE P-Card Error-Reimbursed	\$99.00	Bill Back Receivable
AMERICAN LEGION	CC Administrator's Lunch Meeting	\$13.71	Administration
AMERICAN PUBLIC WORKS ASS	APWA Conference-J. Sorensen	\$50.00	Streets
ARC SERVICES/TRAINING	LG Recertifications-4 EEs	\$108.00	Safari Island
ATHLETICA/SPORTS SYSTEMS	Dasher Board Panel	\$125.00	Ice Arena
BATTERIES R US	SI Emergency Light Replacement	\$3,572.69	Safari Island
BSHIFTER	Command Training-Noeldner	\$385.00	Fire
BUSINESS IMPACT GROUP	Utility Bill Permit Envelopes	\$1,094.00	Split: Water, Sewer
CAR CO AUTO PARTS WACO	#1017 Backup Alarm	\$39.01	Fire
CAR CO AUTO PARTS WACO	#1022 Air Dryer Valve/Filter	\$95.39	Fire
CAR CO AUTO PARTS WACO	#157 Coolant Dye	\$8.06	Parks
CAR CO AUTO PARTS WACO	#29 Oil Filter	\$18.57	Streets
CAR CO AUTO PARTS WACO	#34 Oil Filter	\$6.84	Parks
CAR CO AUTO PARTS WACO	#39 Air Tank Drain	\$62.84	Street Light
CAR CO AUTO PARTS WACO	#39 Oil Filter	\$36.59	Streets
CAR CO AUTO PARTS WACO	#43 Oil Filter	\$4.35	Streets
CAR CO AUTO PARTS WACO	#8005 Marker Lights	\$6.88	Streets
CAR CO AUTO PARTS WACO	Anti-Freeze-Equipment Storage	\$41.94	Streets
CAR CO AUTO PARTS WACO	Apparatus Spray Wax	\$11.39	Fire
CAR CO AUTO PARTS WACO	Chain Saw Spark Plug	\$4.58	Streets
CAR CO AUTO PARTS WACO	Flag Holder Lights	\$14.24	Ice Arena
CAR CO AUTO PARTS WACO	Park Supplies-Return	(\$151.56)	Parks
CAR CO AUTO PARTS WACO	PW Garage Supplies	\$27.98	Streets
CAR CO AUTO PARTS WACO	PW Vehicle Repair Parts	\$79.21	Water
CAR CO AUTO PARTS WACO	Restroom Enclosure Paint	\$136.70	Administration
CAR CO AUTO PARTS WACO	Restroom/Paddle Board Paint	\$326.17	Parks
CAR CO AUTO PARTS WACO	Split Loom/Wire Loom	\$33.06	Parks
CAR CO AUTO PARTS WACO	Vehicle Window Washer Fluid	\$25.74	Parks
CARGILL * INCORPORATED	Road Salt - Deicer	\$7,686.62	Streets
CD PRODUCTS INC	On/Off Duty Board ID Tags	\$38.00	Fire
CD PRODUCTS INC	Dasherboard-CB Burnet	\$264.00	Ice Arena
CD PRODUCTS INC	Office Sign Replacements	\$170.00	Fire
CD PRODUCTS INC	Small Equipment Decals	\$121.00	Streets
CDW GOVERNMENT	Fire Dispatch iPad	\$389.03	Fire
CDW GOVERNMENT	SI/IA iPad Timeclock Cases	\$198.24	Split: Safari Island, Ice Arena
CDW GOVERNMENT	SI/IA Timeclock iPads	\$770.76	Split: Safari Island, Ice Arena
CDW GOVERNMENT	Windows Server Backup	\$604.46	Technology
CINTAS 60A SAP	SI First Aid Supplies 03/2016	\$221.51	Safari Island
CORVAL CONSTRUCTORS, INC	Condenser Control Adjustments	\$369.00	Ice Arena
CORVAL CONSTRUCTORS, INC	Refrigeration Control Repairs	\$2,463.19	Ice Arena
COURTYARD BY MARRIOTT STC	Conference Lodging-Meyerhoff	\$397.83	Administration

Council List-Expenditures
Meeting: June 06, 2016

Vendor Name	Description	Amount	Fund/Department
DISCOUNT STEEL, INC	Restroom/Paddle Board Metal	\$543.83	Parks
DISPLAY SALES CO	Flags/Flag Poles	\$2,429.00	Streets
DROP N GO SHIPPING	UB Processing Fees 03/2016	\$114.40	Split: Water, Sewer
EB MACQUEEN EQUIPMENT	Equipment Training-Rolf	\$50.00	Sewer
ECM PUBLISHERS INC	Publishing Fees 03/2016	\$628.02	Split: PIR, Sewer, Administration
EROSION PRODUCTS LLC	Straw Blankets/Staples	\$423.73	Storm Water
EVERSONS HARDWARE HANK	3rd St-Water Shut Off Supplies	\$24.71	Water
EVERSONS HARDWARE HANK	CH Sprinkler Repair Parts	\$18.20	Central Facilities
EVERSONS HARDWARE HANK	Curb Box Repair Supplies	\$5.99	Water
EVERSONS HARDWARE HANK	Stand Torch Regulator	\$24.99	Sewer
EVERSONS HARDWARE HANK	Sugarbush Park Drain Tile Supplies	\$11.38	Parks
EVERSONS HARDWARE HANK	Sugarbush Park Drain Tile Supplies	\$12.99	Parks
EVERSONS HARDWARE HANK	TH 5 Roadway Crossing Supplies	\$42.47	PIR
FASTENAL COMPANY01	#47 Air Sweeper Hardware	\$40.18	Storm Water
FASTENAL COMPANY01	Bench Install Anchor Bolts	\$19.99	Parks
FASTENAL COMPANY01	Chemical Room Goggles	\$31.81	Water
FASTENAL COMPANY01	Clevis-LS Chain Installs	\$132.33	Sewer
FASTENAL COMPANY01	Crane Replacement Hooks	\$9.51	Streets
FASTENAL COMPANY01	Gel Cap Connectors	\$30.88	Water
FASTENAL COMPANY01	Safety Vending Equipment 03/16	\$131.77	Streets
FERGUSON WATERWORKS #2518	Resale/Project Meter Parts	\$1,975.84	Water
FINANCE AND COMMERCE INC	2016 Infrastructure Bid Publishing	\$269.99	PIR
FINANCE AND COMMERCE INC	LS/TH5 Reuse Bid Publishing	\$207.06	Split: Sewer, Storm Water
FIRSTLAB	EE DOT Testing-2 EEs	\$50.00	Streets
FITNESSREPAIRPARTS.COM	Fitness Equipment Repair Parts	\$215.27	Safari Island
FLEXIBLE PIPE TOOL COMPAN	Valve Handle/Strainer-Sewer Jetter	\$446.50	Sewer
FORCE AMERICA DISTRIBUTIN	#36 Switch Addition-Winter Chemicals	\$1,761.29	Streets
FORCE AMERICA DISTRIBUTIN	Vehicle Data Charge 02/2016	\$160.23	Streets
G&K SERVICES AR	CH/Sl Restrooms/Mats 03/2016	\$1,042.82	Split: Central Facilities, Safari Island
G&K SERVICES AR	PW Uniforms 03/2016	\$422.05	Split: Streets, Administration, Water, Sewer, Storm Water, Street Light
GALLS	Seat Organizer-C-12/U-11	\$53.05	Capital Equipment
GRANDVIEW LODGE AND TENNI	Conference Lodging-Amtz	(\$91.22)	Administration
GRANDVIEW LODGE AND TENNI	Conference Lodging-Amtz	\$228.06	Administration
GRANDVIEW LODGE AND TENNI	Conference Lodging-Smith	\$136.84	Administration
HYDRO OPERATING LLC	#35 Vacuum Hose/Clamps	\$1,072.56	Sewer
HYDRO OPERATING LLC	#35 Vacuum Tube	\$46.81	Sewer
HYDRO OPERATING LLC	#35 Vacuum Tube	\$46.81	Sewer
INDELCO PLASTICS CORPORAT	DEF Dispensing System Parts	\$53.49	Streets
KUM & GO #302	#41 Fuel-Conference Travel	\$45.10	Streets
LA CROSSE TECHNOLO	Sl Facility Clocks	\$149.80	Safari Island
LANO EQUIPMENT OF NORWOOD	#2003 Hydraulic Breaker Coupler	\$29.39	Streets
LOLAS LAKE HOUSE	Rink Mgmt Lunch Meeting	\$37.06	Administration
LOLAS LAKE HOUSE	Rink Mgmt Lunch Meeting	\$44.78	Administration
MACKENTHUN'S COUNTY	Fire Station Bath Tissue	\$12.99	Fire
MACKENTHUN'S COUNTY	Floatie Friday Rootbeer	\$1.34	Safari Island
MACKENTHUN'S COUNTY	Tax Error-Refunded	\$13.88	Fire
MACKENTHUN'S COUNTYSSS	Tax Error-Refunded	(\$13.88)	Fire
MACQUEEN EQUIPMENT INC	Elgin Sweeper Shoe Runner	\$966.25	Storm Water
MACQUEEN EQUIPMENT INC	Sweeper Replacement Parts	\$660.66	Storm Water
MAYER DO IT BEST L	Lumber-Stormwater Outlet Weir	\$46.17	Storm Water
MAYER DO IT BEST L	Restroom Enclosure Lumber	\$151.20	Parks
MAYER DO IT BEST L	Screws-Storm Water Pond Weir	\$6.94	Storm Water
MELCHERT HUBERT SJODIN	City Legal Fees 02/2016	\$12,106.95	Split: Administration, Revolving Loan Fund, PIR, Ice Arena, Safari Island, Clearwater Shores HIA
MINNEAPOLIS OXYGEN CO	Helium/Oxygen Rental 02/2016	\$16.82	Safari Island
MINNESOTA GOVERNMENT F	MNGFOA 4/2016 Mtg-Lueck	\$15.00	Finance
MINNESOTA PIPE & EQUIP	Curb Stop Adapters	\$252.15	Water
MINNESOTA PIPE & EQUIP	Trail Improvement Pipes	\$1,240.44	Split: Parks, Water, Sewer
MINNESOTA VALLEY ELECTRI	Electric Service 03/2016	\$2,268.51	Split: Sewer, Street Light
MTI	BPP Irrigation Repair Supplies	\$290.65	Parks
MUNICIPAL EMERGENCY SE	Turn-Out Gear-6 FFs	\$11,739.73	Fire
NATIONAL ENERGY CONTRO	Automatic Pool Fill Valves	\$215.40	Safari Island
NEWMAN SIGNS INC	Road Sign Posts	\$1,788.04	Streets
OLSEN CHAIN AND CABLE	Crane Cable Replacement	\$241.05	Streets
ONE SOURCE FITNESS	Fitness Equipment Repair	\$1,237.96	Safari Island
ORIENTAL TRADING CO	Candy-B-Day Party Rentals	\$44.87	Safari Island
OTTERBOX/LIFEPROOF	C-11 iPad Case	\$125.03	Fire
PAYPAL *MNAPA	MNAPA Training-Braaten	\$21.49	Planning
PINE PRODUCTS	Facility/Parks Mulch	\$4,803.62	Split: Central Facilities, Parks
PINE PRODUCTS	Playground Surface Material	\$5,580.00	Parks
POLLUTION CONTROL AGENCY	Sewer Training-Moldenhauer	\$325.00	Storm Water
PUMP & METER SERVICE	Air Hose Reel Swivel	\$58.03	Bill Back Receivable
R & R MARINE	Zodiac Boat Fuel System Repairs	\$198.57	Fire
R&R SPECIALTIES OF WISCON	Zamboni Repair/Blade Sharpening	\$419.78	Ice Arena
RANDYS SANITATION DELANO	Shredding Service 04/2016	\$18.42	Central Facilities
RIEDEL SKATES	Rental Ice Skates	\$122.33	Ice Arena
SHERATON DES MOINES	Conference Lodging-J. Sorensen	\$152.26	Streets
STAPLS7153004064000001	Labels-PW Open House	\$57.66	Sewer
STAPLS7153004064000002	Labels-PW Open House	\$61.05	Sewer

Council List-Expenditures
Meeting: June 06, 2016

Vendor Name	Description	Amount	Fund/Department
STAPLS7153086888000002	Utensils/Cups-PW Open House	\$61.17	Sewer
STAPLS7153086888000003	Tablecloths-PW Open House	\$11.53	Sewer
STAPLS7153490106000001	Copy Paper	\$72.65	Safari Island
STENCIL EASE	Stencil Markings-BBall Court/Crosswalks	\$601.86	Parks
STENCIL EASE	Stencil Markings-Traffic Safety	\$610.08	Streets
STORMS WELDING & MANUFA	Pump Skid Removal Tool	\$56.22	Fire
TARGET 00024497	Fire Cleaning Supplies	\$30.00	Fire
TARGET 00024497	SI/IA Timeclock Cables	\$64.10	Split: Safari Island, Ice Arena
THE HOME DEPOT 2825	Cordless Drill Batteries/Charger	\$190.18	Safari Island
U.S. PLASTIC CORPORATION	Chemical Injector Valves	\$379.39	Water
UFC FARM SUPPLY	#24 Bolts-Lighting Repair	\$53.14	Fire
UFC FARM SUPPLY	Asphalt Shoe Supplies	\$12.42	Streets
UFC FARM SUPPLY	BPP Batting Cage Netting	\$5.72	Parks
UFC FARM SUPPLY	Chainsaw Chain Replacements	\$107.70	Streets
UFC FARM SUPPLY	Chainsaw Oil	\$44.97	Streets
UFC FARM SUPPLY	Chainsaw Rubber Isolator	\$11.55	Streets
UFC FARM SUPPLY	Duplicate Charge-Refunded	(\$530.00)	Storm Water
UFC FARM SUPPLY	Equipment Window Cleaner	\$4.99	Parks
UFC FARM SUPPLY	Fork Lift LP Fuel	\$25.99	Streets
UFC FARM SUPPLY	Garage Oil Dry Material Scoop	\$29.98	Streets
UFC FARM SUPPLY	Parks Debris Pick-Up Unit	\$47.98	Parks
UFC FARM SUPPLY	Pipe Repair Couple Flex	\$23.97	Storm Water
UFC FARM SUPPLY	PW Shovels/Rakes	\$69.94	Streets
UFC FARM SUPPLY	Restroom Enclosure Stain	\$22.74	Parks
UFC FARM SUPPLY	Scrubber Repair Part	\$1.65	Ice Arena
UFC FARM SUPPLY	Supplies-Winter Equipment Storage	\$22.02	Streets
UFC FARM SUPPLY	Tie-Down Strap	\$4.95	Parks
UFC FARM SUPPLY	WTP Bleach/Trash Bags	\$28.96	Water
UNITED LABORATORIES	Vehicle Cleaning Wipes	\$422.96	Streets
US HEALTHWORKS MED GRP	EE Vaccination	\$110.00	Safari Island
VZWRLSS*MY VZ VB P	City Air Card Service 02/2016	\$1,890.50	Split: Administration, Technology, Fire, Water, Sewer, Streets, Storm Water, Capital Equipment
VZWRLSS*MY VZ VB P	City Cell Service 02/2016	\$1,534.88	Split: Fire, Water, Sewer, Parks, Streets, Storm Water, Street Light, Administration, Planning, Technology, Safari Island, Ice Arena
WEATHERTECH MACNEIL	Floorliner	\$20.00	Capital Equipment
WPSG, INC 800-852-6088	Fire Helmets-3	\$876.76	Fire
WPSG, INC 800-852-6088	Fire Helmets-4	\$1,162.16	Fire
WPSG, INC 800-852-6088	Helmet Decals/Fire Helmets-2	\$976.94	Fire
WW GRAINGER	Grinder Wheels	\$62.60	Safari Island
WW GRAINGER	Latex Custodial Gloves	\$418.40	Safari Island
WW GRAINGER	Lighting Repair Ballasts	\$251.50	Safari Island
WW GRAINGER	Medical Bag Tags	\$89.40	Fire
WW GRAINGER	Saw Blades/Drills	\$190.62	Safari Island
USPS	UB Mailing 04/2016	\$1,073.26	Split: Water, Sewer
VANCO SERVICES	SI Insurance Reimbursement Fees 3/2016	\$63.25	Safari Island
WELLS FARGO	CH/SI/PW Printer Lease 03/2016	\$447.66	Split: Central Facilities, Safari Island
XCEL ENERGY	10525 10th St Electric 02/2016	\$32.58	Central Facilities
XCEL ENERGY	Electric Service 02/2016	\$31,640.22	Split: Public Safety, Central Facilities, Water, Sewer, Storm Water, Street Light, Ice Arena
		<u>\$784,242.31</u>	

The above bills have been approved for payment at the regular City Council Meeting on June 06, 2016.
Authorized and ordered for payment:

Mayor

City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 06, 2016						
Item Name:	Contractor Pay Request #1 - 2016 Infrastructure Improvement Project						
Originating Department:	Finance						
Presented by:	Nicole Lueck, Finance Director						
Previous Council Action (if any):							
Item Type (X only one):	<table border="1"> <tr> <td>Consent</td> <td>X</td> <td>Regular Session</td> <td></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent	X	Regular Session		Discussion Session	
Consent	X	Regular Session		Discussion Session			

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Motion to approve Pay Estimate No. 1 to GMH Asphalt for the 2016 Infrastructure Improvement Project

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

Staff has reviewed the contractor pay request for the 2016 Infrastructure Improvement Project and recommends payment of \$281,290.77 based on the engineering request for payment. This payment represents approximately 9.2% of the total approved contract for the project.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: PIR Capital, Water, Sewer, and Storm Water Fund

Budget Information:	
X	Budgeted
_____	Non Budgeted
_____	Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission
 Parks and Recreation Board
 Safari Island Advisory Board
 Other

Approved Resolution No.	_____	Denied	_____	Tabled Ordinance No.	_____	Other	_____
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BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

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May 31, 2016

City of Waconia
Attn: Nicole Lueck
201 South Vine St.
Waconia, MN 55387

**Re: 2016 Infrastructure Improvement Project
Pay Request No. 1**

Dear Ms. Lueck:

Enclosed please find Pay Request No. 1 for work completed from 5/1/2016 to 5/27/2016 on the above referenced project. The work completed includes payment for mobilization, traffic control, erosion control, storm sewer construction, watermain construction, sanitary sewer construction, and street construction.

We have reviewed the estimate, verified the quantities, and recommend the City make payment in the amount of **\$281,290.77** to GMH Asphalt. This project is broken into five separate components. Below is a total for each of these components as well as the estimated percent of work completed for each funding type.

PAY APPLICATION NO. 1						
PROJECT TYPE	TOTAL PAYMENT	STREET	SANITARY	WATERMAIN	STORM	PARK
STREET & UTILITY RECONSTRUCTION	\$177,763.59	45%	19%	26%	10%	0%
INTERLAKEN CROSSING & AIRPORT ROAD	\$37,894.56	13%	9%	78%	0%	0%
MILL & OVERLAY CONSTRUCTION	\$65,632.62	48%	0%	0%	52%	0%
CSAH 10 TRAIL	\$0.00	0%	0%	0%	0%	0%
PARK IMPROVEMENTS	\$0.00	0%	0%	0%	0%	0%
TOTAL:	\$281,290.77					

Please contact me if you have any questions regarding this pay request.

Respectfully Submitted,
Bolton & Menk, Inc.

Jake Saulsbury, P.E.

cc: Craig Eldred, Public Services Director

Enclosure

Application Number: 1

Application Date: 5/30/2016

Period to: 5/1/2016 - 5/27/2016

BMI Project Number: C12.109751

Item No.	Description of Work	Original Plan Quantity	Unit of Measure	Bid Price	Contract Amount	Current Pay Application		Total Quantity to Date	Total Amount Completed (B x E)
						Quantity	Amount (B x D)		
SECTION 1: PRORATA									
1	MOBILIZATION	1	LUMP SUM	\$95,000.00	\$95,000.00	0.25	\$23,750.00	0.25	\$23,750.00
2	TRAFFIC CONTROL	1	LUMP SUM	\$36,500.00	\$36,500.00	0.25	\$9,125.00	0.25	\$9,125.00
3	EROSION AND SEDIMENT CONTROL	1	LUMP SUM	\$5,000.00	\$5,000.00	0.25	\$1,250.00	0.25	\$1,250.00
SECTION 2: STREET & UTILITY RECONSTRUCTION									
REMOVALS:									
4	CLEAR AND GRUB TREE ≤12"	7	TREE	\$220.00	\$1,540.00		\$0.00	0	\$0.00
5	CLEAR AND GRUB TREE >12"	4	TREE	\$612.00	\$2,448.00		\$0.00	0	\$0.00
6	REMOVE WATERMAIN	2,870	LIN FT	\$5.30	\$15,211.00	381	\$2,019.30	381	\$2,019.30
7	REMOVE 1" TO 2" WATER SERVICE PIPE	530	LIN FT	\$5.30	\$2,809.00		\$0.00	0	\$0.00
8	REMOVE PIPE SEWER (STORM)	580	LIN FT	\$15.80	\$9,164.00		\$0.00	0	\$0.00
9	REMOVE PIPE SEWER (SANITARY)	1,500	LIN FT	\$5.30	\$7,950.00	172	\$911.60	172	\$911.60
10	REMOVE SANITARY STRUCTURE	7	EACH	\$530.00	\$3,710.00	3	\$1,590.00	3	\$1,590.00
11	REMOVE DRAINAGE STRUCTURE	8	EACH	\$265.00	\$2,120.00		\$0.00	0	\$0.00
12	REMOVE EX CURB STOP AND SERVICE	8	EACH	\$79.00	\$632.00	6	\$474.00	6	\$474.00
13	REMOVE HYDRANT WITH VALVE	6	EACH	\$160.00	\$960.00		\$0.00	0	\$0.00
14	REMOVE CONCRETE CURB & GUTTER	7,070	LIN FT	\$3.00	\$21,210.00	1,240	\$3,720.00	1,240	\$3,720.00
15	REMOVE CONCRETE DRIVEWAY/WALK	9,080	SQ FT	\$1.10	\$9,988.00	2,898	\$3,187.80	2,898	\$3,187.80
16	REMOVE BITUMINOUS DRIVEWAY & TRAIL PAVEMENT	19,200	SQ FT	\$0.45	\$8,640.00	126	\$56.70	126	\$56.70
17	REMOVE BITUMINOUS PAVEMENT	14,700	SQ YD	\$0.80	\$11,760.00	6,553	\$5,242.40	6,553	\$5,242.40
18	HAUL BITUMINOUS MILLINGS TO CITY SHOP (LV)	300	CU YD	\$0.01	\$3.00		\$0.00	0	\$0.00
19	EDGE MILL - 6' WIDTH 0-2" DEPTH (CHERRY STREET)	3,300	SQ YD	\$1.50	\$4,950.00		\$0.00	0	\$0.00
20	SAWING CONCRETE PAVEMENT (FULL DEPTH)	380	LIN FT	\$5.00	\$1,900.00		\$0.00	0	\$0.00
21	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	2,230	LIN FT	\$2.50	\$5,575.00		\$0.00	0	\$0.00
22	SALVAGE SIGN	11	EACH	\$27.00	\$297.00		\$0.00	0	\$0.00
23	SALVAGE CHAIN LINK FENCE	40	LIN FT	\$3.00	\$120.00	40	\$120.00	40	\$120.00
ROADWAY CONSTRUCTION:									
24	COMMON EXCAVATION (EV)	10,250	CU YD	\$21.90	\$224,475.00	1,248	\$27,331.20	1,248	\$27,331.20
25	SUBGRADE EXCAVATION (EV)	1,600	CU YD	\$16.00	\$25,600.00		\$0.00	0	\$0.00
26	TOPSOIL BORROW (LV)	870	CU YD	\$21.00	\$18,270.00		\$0.00	0	\$0.00
26A	GRANULAR BORROW	4,170	CU YD	\$18.35	\$76,519.50	576	\$10,569.60	576	\$10,569.60
27	STABILIZING AGGREGATE - SELECT GRANULAR BORROW (CV)	900	CU YD	\$0.01	\$9.00		\$0.00	0	\$0.00
28	STABILIZING AGGREGATE - 3" MINUS CRUSHED	1,300	TON	\$0.01	\$13.00		\$0.00	0	\$0.00
29	GEOTEXTILE FABRIC TYPE V	14,400	SQ YD	\$1.30	\$18,720.00	1,728	\$2,246.40	1,728	\$2,246.40
30	AGGREGATE SURFACING CLASS 5 (DRIVEWAY)	100	TON	\$30.00	\$3,000.00		\$0.00	0	\$0.00
31	AGGREGATE BASE CLASS 5 (CV)	5,480	CU YD	\$0.01	\$54.80	672	\$6.72	672	\$6.72
32	1.5" TYPE SP 9.5 WEARING COURSE MIX (2,B)	12,400	SQ YD	\$5.45	\$67,580.00		\$0.00	0	\$0.00
33	TYPE SP 12.5 NON WEAR COURSE MIXTURE (2,B)	3,600	TON	\$52.75	\$189,900.00		\$0.00	0	\$0.00
34	2" BITUMINOUS WEAR COURSE OVERLAY TYPE SP 9.5	510	TON	\$60.75	\$30,982.50		\$0.00	0	\$0.00
35	BITUMINOUS CRACK FILLING	4,400	LIN FT	\$1.10	\$4,840.00		\$0.00	0	\$0.00
36	BITUMINOUS PATCH - TRUCK ROUTE	300	SQ YD	\$53.50	\$16,050.00		\$0.00	0	\$0.00
37	MODULAR BLOCK RETAINING WALL	1,500	SQ FT	\$22.70	\$34,050.00		\$0.00	0	\$0.00
38	ADDITIONAL BUSINESS AND DETOUR SIGNAGE	1	ALLOWANCE	\$5,000.00	\$5,000.00	0.41	\$2,050.00	0.41	\$2,050.00
UTILITIES:									
39	4" PERF PE EDGE DRAIN	5,900	LIN FT	\$8.00	\$47,200.00	637	\$5,096.00	637	\$5,096.00
40	6" PERF PE DRAINTILE	100	LIN FT	\$12.00	\$1,200.00		\$0.00	0	\$0.00
41	4" PIPE DRAIN CLEANOUT	12	EACH	\$185.00	\$2,220.00		\$0.00	0	\$0.00
42	4" PIPE DRAIN CLEANOUT W/ CASTING	3	EACH	\$335.00	\$1,005.00		\$0.00	0	\$0.00
43	6" PIPE DRAIN CLEANOUT	1	EACH	\$300.00	\$300.00		\$0.00	0	\$0.00
44	SUMP PUMP SERVICE LINE CONNECTION	1	EACH	\$400.00	\$400.00		\$0.00	0	\$0.00
45	CONNECT TO EXISTING PIPE DRAIN CLEANOUT	2	EACH	\$200.00	\$400.00		\$0.00	0	\$0.00
46	SAND FILTER BASIN GRADING	1	LUMP SUM	\$1,500.00	\$1,500.00		\$0.00	0	\$0.00
47	INFILTRATION MEDIA (CV)	4	CU YD	\$120.00	\$480.00		\$0.00	0	\$0.00
48	FILTER SAND (CV)	16	CU YD	\$100.00	\$1,600.00		\$0.00	0	\$0.00
49	RAIN GUARDIAN (INC. CONCRETE BASE SLAB)	1	EACH	\$2,100.00	\$2,100.00		\$0.00	0	\$0.00
50	12" RC PIPE SEWER DESIGN 3006 CLASS V	559	LIN FT	\$38.70	\$21,633.30	110	\$4,257.00	110	\$4,257.00
51	15" RC PIPE SEWER DESIGN 3006 CLASS V	552	LIN FT	\$39.80	\$21,969.60	93	\$3,701.40	93	\$3,701.40
52	18" RC PIPE SEWER DESIGN 3006 CLASS V	597	LIN FT	\$42.30	\$25,253.10	32	\$1,353.60	32	\$1,353.60
53	24" RC PIPE SEWER DESIGN 3006 CLASS V	79	LIN FT	\$54.50	\$4,305.50		\$0.00	0	\$0.00
54	24" RC PIPE SEWER DESIGN 3006 CLASS III	354	LIN FT	\$46.60	\$16,496.40		\$0.00	0	\$0.00
55	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1	30.10	LIN FT	\$144.00	\$4,334.40		\$0.00	0	\$0.00
56	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	16.10	LIN FT	\$230.00	\$3,703.00	22.59	\$5,195.70	22.59	\$5,195.70
57	CONSTRUCT DRAINAGE STRUCTURE DES 60-4020	13.40	LIN FT	\$355.00	\$4,757.00		\$0.00	0	\$0.00
58	CONSTRUCT DRAINAGE STRUCTURE DES 48-4022	74.30	LIN FT	\$230.00	\$17,089.00	4.64	\$1,067.20	4.64	\$1,067.20
59	CONSTRUCT DRAINAGE STRUCTURE DES 60-4022	20.40	LIN FT	\$355.00	\$7,242.00		\$0.00	0	\$0.00
60	ADJUST STORM STRUCTURE - SPECIAL	1	EACH	\$740.00	\$740.00		\$0.00	0	\$0.00
61	CONNECT TO EXISTING STORM PIPE	8	EACH	\$1,160.00	\$9,280.00	1	\$1,160.00	1	\$1,160.00
62	CONNECT TO EXISTING STORM STRUCTURE	1	EACH	\$1,160.00	\$1,160.00		\$0.00	0	\$0.00
63	CASTING ASSEMBLY (STORM)	37	EACH	\$690.00	\$25,530.00		\$0.00	0	\$0.00
64	ADJUST FRAME & RING CASTING (STORM)	1	EACH	\$500.00	\$500.00		\$0.00	0	\$0.00
65	ADJUST FRAME & RING CASTING (WATER)	1	EACH	\$500.00	\$500.00		\$0.00	0	\$0.00
66	CONNECT TO EXISTING WATERMAIN	11	EACH	\$530.00	\$5,830.00	3	\$1,590.00	3	\$1,590.00
67	HYDRANT	6	EACH	\$3,383.00	\$20,298.00	1	\$3,383.00	1	\$3,383.00

Application Number: 1

Application Date: 5/30/2016

Period to: 5/1/2016 - 5/27/2016

BMI Project Number: C12.109751

Item No.	Description of Work	Original Plan Quantity	Unit of Measure	Bid Price	Contract Amount	Current Pay Application		Total Quantity to Date	Total Amount Completed (B x E)
						Quantity	Amount (B x D)		
68	HYDRANT EXTENSION (0.5')	2	EACH	\$781.00	\$1,562.00		\$0.00	0	\$0.00
69	HYDRANT EXTENSION (1.0')	2	EACH	\$866.00	\$1,732.00		\$0.00	0	\$0.00
70	ADJUST VALVE BOX	11	EACH	\$300.00	\$3,300.00		\$0.00	0	\$0.00
71	6" GATE VALVE AND BOX	7	EACH	\$1,511.00	\$10,577.00	1	\$1,511.00	1	\$1,511.00
72	8" GATE VALVE AND BOX	15	EACH	\$2,007.00	\$30,105.00	6	\$12,042.00	6	\$12,042.00
73	10" GATE VALVE AND BOX	2	EACH	\$2,748.00	\$5,496.00		\$0.00	0	\$0.00
74	TRACER WIRE ACCESS BOX	6	EACH	\$133.00	\$798.00		\$0.00	0	\$0.00
75	ROADWAY TRACER WIRE ACCESS BOX	3	EACH	\$133.00	\$399.00		\$0.00	0	\$0.00
76	2.0" CORPORATION STOP	1	EACH	\$430.00	\$430.00		\$0.00	0	\$0.00
77	1.5" CORPORATION STOP	2	EACH	\$755.00	\$1,510.00		\$0.00	0	\$0.00
78	1" CORPORATION STOP	23	EACH	\$665.00	\$15,295.00		\$0.00	0	\$0.00
79	2.0" CURB STOP & BOX	1	EACH	\$794.00	\$794.00		\$0.00	0	\$0.00
80	1.5" CURB STOP & BOX	2	EACH	\$702.00	\$1,404.00		\$0.00	0	\$0.00
81	1" CURB STOP & BOX	23	EACH	\$530.00	\$12,190.00		\$0.00	0	\$0.00
82	6" WATERMAIN DUCTILE IRON CL 52	110	LIN FT	\$41.80	\$4,598.00	21	\$877.80	21	\$877.80
83	10" WATERMAIN DUCTILE IRON CL 52	20	LIN FT	\$55.30	\$1,106.00		\$0.00	0	\$0.00
84	6" PVC WATERMAIN C900 DR18	290	LIN FT	\$32.00	\$9,280.00		\$0.00	0	\$0.00
85	8" PVC WATERMAIN C900 DR18	2,500	LIN FT	\$35.00	\$87,500.00	452	\$15,820.00	452	\$15,820.00
86	10" PVC WATERMAIN C900 DR18	30	LIN FT	\$38.60	\$1,158.00		\$0.00	0	\$0.00
87	1" TYPE K COPPER SERVICE PIPE	520	LIN FT	\$18.25	\$9,490.00		\$0.00	0	\$0.00
88	1.5" HDPE C901 WATER SERVICE PIPE	50	LIN FT	\$15.60	\$780.00		\$0.00	0	\$0.00
89	2.0" HDPE C901 WATER SERVICE PIPE	40	LIN FT	\$16.15	\$646.00		\$0.00	0	\$0.00
90	CUT-IN VALVE (NOT INCLUDING VALVE)	1	EACH	\$1,583.00	\$1,583.00		\$0.00	0	\$0.00
91	CUT IN WATERMAIN TEE (NOT INCLUDING FITTINGS)	3	EACH	\$1,583.00	\$4,749.00		\$0.00	0	\$0.00
92	CONNECT TO EXISTING 1.0" WATER SERVICE	23	EACH	\$354.00	\$8,142.00		\$0.00	0	\$0.00
93	CONNECT TO EXISTING 1.5" WATER SERVICE	2	EACH	\$430.00	\$860.00		\$0.00	0	\$0.00
94	CONNECT TO EXISTING 2.0" WATER SERVICE	1	EACH	\$439.00	\$439.00		\$0.00	0	\$0.00
95	4" POLYSTYRENE INSULATION	14	SQ YD	\$38.00	\$532.00		\$0.00	0	\$0.00
96	PIPE FITTINGS	2,200	POUND	\$5.65	\$12,430.00	574	\$3,243.10	574	\$3,243.10
97	3 LB ANODE	11	EACH	\$46.40	\$510.40	2	\$92.80	2	\$92.80
98	9 LB ANODE	12	EACH	\$51.70	\$620.40	4	\$206.80	4	\$206.80
99	17 LB ANODE	1	EACH	\$93.90	\$93.90		\$0.00	0	\$0.00
100	CATHODIC PROTECTION TEST STATION	1	EACH	\$1,583.00	\$1,583.00		\$0.00	0	\$0.00
101	TEMPORARY WATER SYSTEM	1	LUMP SUM	\$9,706.00	\$9,706.00	0.25	\$2,426.50	0.25	\$2,426.50
102	TEMPORARY 1.5"/2.0" WATER SERVICE CONNECTION	3	EACH	\$530.00	\$1,590.00		\$0.00	0	\$0.00
103	TEMPORARY 6.0"/8.0" WATER SERVICE CONNECTION	4	EACH	\$3,165.00	\$12,660.00		\$0.00	0	\$0.00
104	CONNECT TO EXISTING SANITARY PIPE	10	EACH	\$530.00	\$5,300.00	4	\$2,120.00	4	\$2,120.00
105	CONNECT TO EXISTING SANITARY MANHOLE	3	EACH	\$1,055.00	\$3,165.00	1	\$1,055.00	1	\$1,055.00
106	CONNECT TO EXISTING SEWER SERVICE	7	EACH	\$1,055.00	\$7,385.00	1	\$1,055.00	1	\$1,055.00
107	CONSTRUCT SANITARY MANHOLE, 48" DIAMETER	101.00	LIN FT	\$148.00	\$14,948.00	48.36	\$7,157.28	48.36	\$7,157.28
108	OUTSIDE DROP MANHOLE	4	LIN FT	\$422.00	\$1,730.20		\$0.00	0	\$0.00
109	ADJUST FRAME AND RING CASTING (DUCTILE IRON RING INSERT)	5	EACH	\$175.00	\$875.00		\$0.00	0	\$0.00
110	ADJUST CASTING (REMOVE BIT, ADJUST CASTING, PATCH BIT)	6	EACH	\$265.00	\$1,590.00		\$0.00	0	\$0.00
111	ADJUST EXISTING MANHOLE (STREET RECONSTRUCTION AREA)	3	EACH	\$1,200.00	\$3,600.00		\$0.00	0	\$0.00
112	6" PVC PIPE SEWER SERVICE SDR 26	250	LIN FT	\$26.00	\$6,500.00	22	\$572.00	22	\$572.00
113	8" PVC PIPE SEWER SDR 35	1,260	LIN FT	\$39.00	\$49,140.00	420	\$16,380.00	420	\$16,380.00
114	8" PVC PIPE SEWER C-900 DR 18	40	LIN FT	\$38.50	\$1,540.00		\$0.00	0	\$0.00
115	8"x6" PVC WYE	5	EACH	\$1,145.00	\$5,725.00		\$0.00	0	\$0.00
116	EXPLORATORY EXCAVATION	30	HR	\$211.00	\$6,330.00		\$0.00	0	\$0.00
117	CASTING ASSEMBLY (SANITARY)	16	EACH	\$695.00	\$11,120.00		\$0.00	0	\$0.00
118	EXTERNAL CHIMNEY SEAL	21	EACH	\$153.00	\$3,213.00		\$0.00	0	\$0.00
	<i>SIDEWALK, DRIVEWAYS, SIGNAGE:</i>								
119	4" CONCRETE WALK	23,200	SQ FT	\$4.10	\$95,120.00		\$0.00	0	\$0.00
120	6" COLORED CONCRETE	1,850	SQ FT	\$7.90	\$14,615.00		\$0.00	0	\$0.00
121	6" CONCRETE DRIVEWAY PAVEMENT	2,700	SQ FT	\$5.80	\$15,660.00		\$0.00	0	\$0.00
122	6" CONCRETE DRIVEWAY PAVEMENT - HEAVY DUTY	4,400	SQ FT	\$6.40	\$28,160.00		\$0.00	0	\$0.00
123	6" CONCRETE PEDESTRIAN RAMP	3,130	SQ FT	\$8.40	\$26,292.00		\$0.00	0	\$0.00
124	TRUNCATED DOMES	200	SQ FT	\$44.30	\$8,860.00		\$0.00	0	\$0.00
125	CONCRETE CURB & GUTTER DESIGN B612	1,030	LIN FT	\$17.35	\$17,870.50		\$0.00	0	\$0.00
126	CONCRETE CURB & GUTTER DESIGN B618	5,350	LIN FT	\$15.25	\$81,587.50	807	\$12,306.75	807	\$12,306.75
127	CONCRETE CURB & GUTTER DESIGN B618 - REINFORCED	820	LIN FT	\$15.70	\$12,874.00		\$0.00	0	\$0.00
128	CONCRETE VALLEY GUTTER	570	SQ FT	\$9.40	\$5,358.00		\$0.00	0	\$0.00
129	3" TYPE SP 9.5 BITUMINOUS TRAIL PAVEMENT	390	SQ YD	\$28.50	\$11,115.00		\$0.00	0	\$0.00
130	3" BITUMINOUS DRIVEWAY PAVEMENT MIX (2,B)	13,100	SQ FT	\$2.00	\$26,200.00		\$0.00	0	\$0.00
131	HEAVY DUTY BITUMINOUS DRIVEWAY PAVEMENT MIX (2,B)	10,500	SQ FT	\$2.75	\$28,875.00		\$0.00	0	\$0.00
132	3" BITUMINOUS PATCH - DRIVEWAY/TRAIL	120	SQ YD	\$18.00	\$2,160.00		\$0.00	0	\$0.00
133	CONSTRUCT, MAINTAIN & REMOVE TEMP CL 5 AGG DW	1	LUMP SUM	\$750.00	\$750.00		\$0.00	0	\$0.00
	<i>EROSION CONTROL AND RESTORATION:</i>								
134	SILT CURTAIN	70	LIN FT	\$22.90	\$1,603.00		\$0.00	0	\$0.00
135	SILT FENCE, TYPE PREASSEMBLED	700	LIN FT	\$1.60	\$1,120.00	349	\$558.40	349	\$558.40
136	ROCK BAG BARRIER	25	EACH	\$10.00	\$250.00		\$0.00	0	\$0.00
137	INLET PROTECTION	45	EACH	\$200.00	\$9,000.00	9	\$1,800.00	9	\$1,800.00
138	SEEDING WITH SEED MIX 33-261	200	SQ YD	\$0.90	\$180.00		\$0.00	0	\$0.00

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139	HYDROMULCH TYPE 5 WITH SEED MIX 25-131	770	SQ YD	\$1.45	\$1,116.50		\$0.00	0	\$0.00
140	EROSION CONTROL BLANKET CAT 2 WITH SEED MIX 25-131	200	SQ YD	\$1.60	\$320.00		\$0.00	0	\$0.00
141	EROSION CONTROL BLANKET CAT 2 WITH SEED MIX 33-261	340	SQ YD	\$1.85	\$629.00		\$0.00	0	\$0.00
142	SOD TYPE LAWN	5,000	SQ YD	\$4.75	\$23,750.00		\$0.00	0	\$0.00
143	ROCK CONSTRUCTION ENTRANCE	100	TON	\$30.00	\$3,000.00		\$0.00	0	\$0.00
144	LANDSCAPING	1	ALLOWANCE	\$5,000.00	\$5,000.00		\$0.00	0	\$0.00
145	IRRIGATION SYSTEM AND ELECTRIC FENCE REPAIR	1	ALLOWANCE	\$12,000.00	\$12,000.00		\$0.00	0	\$0.00
146	REINSTALL CHAIN LINK FENCE	40	LIN FT	\$5.80	\$232.00		\$0.00	0	\$0.00
147	FENCE DESIGN SPECIAL 1, W/ CONCRETE FOOTINGS	130	LIN FT	\$125.20	\$16,276.00		\$0.00	0	\$0.00
148	DECIDUOUS TREE 2 1/2" CALIPER, B & B	10	TREE	\$448.00	\$4,480.00		\$0.00	0	\$0.00
149	CONIFEROUS TREE 6' HIGHT, B&B	2	TREE	\$334.00	\$668.00		\$0.00	0	\$0.00
	PAVEMENT MARKINGS:								
150	4" SOLID LINE WHITE-EPOXY	1,230	LIN FT	\$0.37	\$455.10		\$0.00	0	\$0.00
151	4" DOUBLE SOLID LINE YELLOW, TEMP - LATEX	3,620	LIN FT	\$0.99	\$3,583.80		\$0.00	0	\$0.00
152	4" DOUBLE SOLID LINE YELLOW-EPOXY	3,620	LIN FT	\$1.35	\$4,887.00		\$0.00	0	\$0.00
153	24" SOLID LINE YELLOW-EPOXY	40	LIN FT	\$6.35	\$254.00		\$0.00	0	\$0.00
154	CROSSWALK MARKING, TEMPORARY - LATEX	720	SQ FT	\$4.70	\$3,384.00		\$0.00	0	\$0.00
155	CROSSWALK MARKING-EPOXY	720	SQ FT	\$7.72	\$5,558.40		\$0.00	0	\$0.00
	SECTION 3: INTERLAKEN CROSSING & AIRPORT ROAD								
	REMOVALS:								
156	REMOVE PIPE SEWER (STORM)	45	LIN FT	\$15.85	\$713.25		\$0.00	0	\$0.00
157	SALVAGE HYDRANT	1	EACH	\$1,583.00	\$1,583.00		\$0.00	0	\$0.00
158	REMOVE BITUMINOUS CURB & GUTTER	120	LIN FT	\$2.00	\$240.00		\$0.00	0	\$0.00
159	REMOVE CONCRETE CURB & GUTTER	390	LIN FT	\$7.50	\$2,925.00		\$0.00	0	\$0.00
160	REMOVE BITUMINOUS PAVEMENT	380	SQ YD	\$4.00	\$1,520.00		\$0.00	0	\$0.00
161	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	390	LIN FT	\$2.50	\$975.00		\$0.00	0	\$0.00
162	SALVAGE AGGREGATE	660	CU YD	\$13.70	\$9,042.00		\$0.00	0	\$0.00
163	SALVAGE SIGN	3	EACH	\$27.00	\$81.00		\$0.00	0	\$0.00
164	EDGE MILL - 6' WIDTH 0-1.5" DEPTH	1,570	SY	\$2.00	\$3,140.00		\$0.00	0	\$0.00
	ROADWAY CONSTRUCTION:								
165	COMMON EXCAVATION (EV)	1,750	CU YD	\$13.35	\$23,362.50		\$0.00	0	\$0.00
166	SUBGRADE EXCAVATION (EV)	3,500	CU YD	\$11.10	\$38,850.00		\$0.00	0	\$0.00
167	COMMON BORROW (LV)	7,618	CU YD	\$0.01	\$76.18		\$0.00	0	\$0.00
168	STABILIZING AGGREGATE - SELECT GRANULAR BORROW (CV)	200	CU YD	\$19.95	\$3,990.00		\$0.00	0	\$0.00
169	GEOTEXTILE FABRIC TYPE V	6,690	SQ YD	\$1.30	\$8,697.00		\$0.00	0	\$0.00
170	AGGREGATE SURFACING CLASS 5 (DRIVEWAY)	30	TON	\$30.00	\$900.00		\$0.00	0	\$0.00
171	AGGREGATE BASE CLASS 5	3,760	TON	\$15.20	\$57,152.00		\$0.00	0	\$0.00
172	PLACE SALVAGED AGGREGATE	660	CU YD	\$7.00	\$4,620.00		\$0.00	0	\$0.00
173	2" TYPE SP 9.5 WEARING COURE MIX (2,B)	5,400	SQ YD	\$6.95	\$37,530.00		\$0.00	0	\$0.00
174	TYPE SP 12.5 NON WEAR COURSE MIXTURE (2,B)	1,000	TON	\$53.20	\$53,200.00		\$0.00	0	\$0.00
175	BITUMINOUS LEVELING COURSE OVERLAY TYPE SP 9.5	500	TON	\$61.20	\$30,600.00		\$0.00	0	\$0.00
176	1.5" BITUMINOUS WEAR COURSE OVERLAY TYPE SP 9.5	380	TON	\$61.20	\$23,256.00		\$0.00	0	\$0.00
177	BITUMINOUS STREET PATCH - AIRPORT ROAD	50	SQ YD	\$23.50	\$1,175.00		\$0.00	0	\$0.00
	UTILITIES:								
178	4" PERF PE EDGE DRAIN	2,800	LIN FT	\$8.00	\$22,400.00		\$0.00	0	\$0.00
179	4" PIPE DRAIN CLEANOUT	4	EACH	\$185.00	\$740.00		\$0.00	0	\$0.00
180	CONNECT TO EXISTING FORCEMAIN (SANITARY)	1	EACH	\$4,220.00	\$4,220.00		\$0.00	0	\$0.00
181	CONNECT TO EXISTING WATERMAIN	1	EACH	\$791.00	\$791.00	1	\$791.00	1	\$791.00
182	SALVAGE HYDRANT	1	EACH	\$2,215.00	\$2,215.00		\$0.00	0	\$0.00
183	HYDRANT	3	EACH	\$7,596.00	\$22,788.00	1	\$7,596.00	1	\$7,596.00
184	HYDRANT EXTENSION (0.5')	1	EACH	\$781.00	\$781.00		\$0.00	0	\$0.00
185	ADJUST VALVE BOX	12	EACH	\$300.00	\$3,600.00		\$0.00	0	\$0.00
186	6" GATE VALVE AND BOX	4	EACH	\$1,511.00	\$6,044.00	1	\$1,511.00	1	\$1,511.00
187	8" GATE VALVE AND BOX	2	EACH	\$2,559.00	\$5,118.00		\$0.00	0	\$0.00
188	16" GATE VALVE AND BOX	1	EACH	\$8,028.00	\$8,028.00	1	\$8,028.00	1	\$8,028.00
189	TRACER WIRE ACCESS BOX	3	EACH	\$116.00	\$348.00		\$0.00	0	\$0.00
190	16" X 8" WET TAP CONNECTION	2	EACH	\$3,165.00	\$6,330.00		\$0.00	0	\$0.00
191	6" WATERMAIN DUCTILE IRON CL 52	60	LIN FT	\$37.00	\$2,220.00	13	\$481.00	13	\$481.00
192	8" PVC WATERMAIN C900 DR18	100	LIN FT	\$30.10	\$3,010.00		\$0.00	0	\$0.00
193	16" PVC WATERMAIN C905 DR25	110	LIN FT	\$49.60	\$5,456.00	100	\$4,960.00	100	\$4,960.00
194	12" PVC FORCEMAIN C905 DR25	100	LIN FT	\$37.00	\$3,700.00	90	\$3,330.00	90	\$3,330.00
195	8" PVC PIPE SEWER SDR 35	230	LIN FT	\$23.00	\$5,290.00		\$0.00	0	\$0.00
196	4" POLYSTYRENE INSULATION	70	SQ YD	\$38.00	\$2,660.00		\$0.00	0	\$0.00
197	PIPE FITTINGS	940	POUND	\$5.15	\$4,841.00	788	\$4,058.20	788	\$4,058.20
198	3 LB ANODE	3	EACH	\$46.50	\$139.50	1	\$46.50	1	\$46.50
199	9 LB ANODE	5	EACH	\$51.70	\$258.50	1	\$51.70	1	\$51.70
200	TEMPORARY WATER SYSTEM	1	LUMP SUM	\$2,110.00	\$2,110.00		\$0.00	0	\$0.00
201	CONNECT TO EX SANITARY MANHOLE (CORE DRILL & BOOT)	2	EACH	\$5,800.00	\$11,600.00		\$0.00	0	\$0.00
202	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1	15	LIN FT	\$143.50	\$2,152.50		\$0.00	0	\$0.00
203	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	24	LIN FT	\$230.00	\$5,520.00		\$0.00	0	\$0.00
204	12" RC PIPE SEWER DESIGN 3006 CLASS V	700	LIN FT	\$38.70	\$27,090.00		\$0.00	0	\$0.00
205	15" RC PIPE SEWER DESIGN 3006 CLASS V	60	LIN FT	\$40.00	\$2,400.00		\$0.00	0	\$0.00
206	15" RC APRON W/ TRASHGUARD	1	EACH	\$475.00	\$475.00		\$0.00	0	\$0.00

Application Number: 1

Application Date: 5/30/2016

Period to: 5/1/2016 - 5/27/2016

BMI Project Number: C12.109751

Item No.	Description of Work	Original Plan Quantity	Unit of Measure	Bid Price	Contract Amount	Current Pay Application		Total Quantity to Date	Total Amount Completed (B x E)
						Quantity	Amount (B x D)		
207	CASTING ASSEMBLY (STORM)	9	EACH	\$690.00	\$6,210.00		\$0.00	0	\$0.00
208	EXPLORATORY EXCAVATION	10	HR	\$211.00	\$2,110.00		\$0.00	0	\$0.00
209	ADJUST EXISTING MANHOLE (INTERLAKEN CROSSING)	2	EACH	\$1,846.00	\$3,692.00		\$0.00	0	\$0.00
210	ADJUST FRAME AND RING CASTING (DUCTILE IRON RING INSERT)	3	EACH	\$175.00	\$525.00		\$0.00	0	\$0.00
211	ADJUST CASTING (REMOVE BIT, ADJUST CASTING, PATCH BIT)	3	EACH	\$265.00	\$795.00		\$0.00	0	\$0.00
212	EXTERNAL CHIMNEY SEAL	5	EACH	\$153.00	\$765.00		\$0.00	0	\$0.00
213	DELETED	6	EACH	\$0.00	\$0.00		\$0.00	0	\$0.00
	<i>SIDEWALK, DRIVEWAYS, SIGNAGE:</i>								
214	6" CONCRETE DRIVEWAY PAVEMENT - HEAVY DUTY	1,070	SQ FT	\$6.40	\$6,848.00		\$0.00	0	\$0.00
215	6" CONCRETE PEDESTRIAN RAMP	1,430	SQ FT	\$8.40	\$12,012.00		\$0.00	0	\$0.00
216	TRUNCATED DOMES	172	SQ FT	\$44.30	\$7,619.60		\$0.00	0	\$0.00
217	CONCRETE CURB & GUTTER DESIGN B618	3,150	LIN FT	\$14.20	\$44,730.00		\$0.00	0	\$0.00
218	CONCRETE CURB & GUTTER DESIGN B618-REINFORCED	200	LIN FT	\$14.70	\$2,940.00		\$0.00	0	\$0.00
219	3" TYPE SP 9.5 BITUMINOUS TRAIL PAVEMENT	2,070	SQ YD	\$22.40	\$46,368.00		\$0.00	0	\$0.00
220	WOOD RAIL FENCE	1,080	LIN FT	\$15.00	\$16,200.00		\$0.00	0	\$0.00
	<i>EROSION CONTROL AND RESTORATION:</i>								
221	SILT FENCE, TYPE PREASSEMBLED	2,400	LIN FT	\$1.60	\$3,840.00	2,774	\$4,438.40	2,774	\$4,438.40
222	INLET PROTECTION	9	EACH	\$250.00	\$2,250.00		\$0.00	0	\$0.00
223	ROCK BAG BARRIER	5	EACH	\$10.00	\$50.00		\$0.00	0	\$0.00
224	RIP-RAP CL 3	5	CU YD	\$122.00	\$585.60		\$0.00	0	\$0.00
225	SOD TYPE LAWN	380	SQ YD	\$5.80	\$2,204.00		\$0.00	0	\$0.00
226	EROS CTL BLANKET CAT. 2 W/ SEED MIX 25-141, GEN ROADSIDE	1,000	SQ YD	\$1.60	\$1,600.00		\$0.00	0	\$0.00
227	EROS CTL BLANKET CAT. 2 W/ SEED MIX 25-131, COM TURF	500	SQ YD	\$1.60	\$800.00		\$0.00	0	\$0.00
228	EROS CTL BKT CAT2 W/ SEED MIX 35-241, NATIVE GEN ROADSIDE	4,700	SQ YD	\$1.75	\$8,225.00		\$0.00	0	\$0.00
229	HYDROMULCH TYPE 5 W/ SEED MIX 25-131, COM TURF	1,350	SQ YD	\$1.45	\$1,957.50		\$0.00	0	\$0.00
230	HYDROMULCH TYPE 5 W/ SEED MIX 25-141, GEN ROADSIDE	2,700	SQ YD	\$1.45	\$3,915.00		\$0.00	0	\$0.00
231	HYDROMULCH TYPE 5 W/ SEED MIX 35-241, NATIVE GEN ROADSIDE	1,170	SQ YD	\$1.55	\$1,813.50		\$0.00	0	\$0.00
232	HYDROMULCH TYPE 5 W/ SEED MIX 34-262, NATIVE WET PRAIRIE	1,270	SQ YD	\$1.85	\$2,349.50		\$0.00	0	\$0.00
233	TURF REINFORCEMENT MAT	55	SQ YD	\$10.00	\$550.00		\$0.00	0	\$0.00
234	ROCK CONSTRUCTION ENTRANCE	60	TON	\$30.00	\$1,800.00		\$0.00	0	\$0.00
	SECTION 4: MILL & OVERLAY CONSTRUCTION								
	<i>REMOVALS:</i>								
235	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	3,000	SQ FT	\$0.50	\$1,500.00		\$0.00	0	\$0.00
236	REMOVE CONCRETE DRIVEWAY PAVEMENT	1,750	SQ FT	\$1.10	\$1,925.00		\$0.00	0	\$0.00
237	REMOVE BITUMINOUS PAVEMENT	1,320	SQ YD	\$3.00	\$3,960.00	1,158	\$3,474.00	1,158	\$3,474.00
238	REMOVE CONCRETE CURB & GUTTER	2,170	LIN FT	\$6.50	\$14,105.00	710	\$4,615.00	710	\$4,615.00
239	REMOVE DRAINAGE STRUCTURE	6	EACH	\$265.00	\$1,590.00	5	\$1,325.00	5	\$1,325.00
240	SALVAGE DRIVEWAY PAVERS	40	SQ FT	\$2.10	\$84.00		\$0.00	0	\$0.00
241	SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	1,560	LIN FT	\$2.50	\$3,900.00		\$0.00	0	\$0.00
242	SAWCUT CONCRETE CURB	196	EACH	\$10.00	\$1,960.00		\$0.00	0	\$0.00
243	EDGE MILL - 6' WIDTH 0-2" DEPTH	7,500	SQ YD	\$1.25	\$9,375.00		\$0.00	0	\$0.00
	<i>ROADWAY CONSTRUCTION:</i>								
244	BITUMINOUS PATCH - STANDARD	1,120	SQ YD	\$23.50	\$26,320.00		\$0.00	0	\$0.00
245	BITUMINOUS PATCH - HEAVY DUTY	920	SQ YD	\$37.10	\$34,132.00		\$0.00	0	\$0.00
246	BITUMINOUS WEAR COURSE OVERLAY TYPE SP 9.5	2,560	TON	\$58.20	\$148,992.00		\$0.00	0	\$0.00
247	BITUMINOUS LEVELING COURSE OVERLAY TYPE SP 9.5	150	TON	\$58.20	\$8,730.00		\$0.00	0	\$0.00
248	BITUMINOUS CRACK FILLING	10,500	LIN FT	\$1.32	\$13,860.00		\$0.00	0	\$0.00
249	CONSTRUCT SPEED TABLE	1	EACH	\$800.00	\$800.00		\$0.00	0	\$0.00
	<i>UTILITIES:</i>								
250	4" PERF PE DRAINTILE (PEA ROCK FURNISHED BY CITY)	1,300	LIN FT	\$8.00	\$10,400.00	1,256	\$10,048.00	1,256	\$10,048.00
251	4" PIPE DRAIN CLEANOUT	9	EACH	\$185.00	\$1,665.00	8	\$1,480.00	8	\$1,480.00
252	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1	14.00	LIN FT	\$144.00	\$2,016.00	7.00	\$1,008.00	7.00	\$1,008.00
253	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	25.00	LIN FT	\$230.00	\$5,750.00	30.70	\$7,061.00	30.70	\$7,061.00
254	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4022	5.00	LIN FT	\$412.00	\$2,060.00		\$0.00	0.00	\$0.00
255	12" RC PIPE SEWER DESIGN 3006 CLASS V	130	LIN FT	\$39.00	\$5,070.00	128	\$4,992.00	128	\$4,992.00
256	18" RC ARCH EQ PIPE SEWER DESIGN 3006 CLASS V	31	LIN FT	\$47.50	\$1,472.50	31	\$1,472.50	31	\$1,472.50
257	CASTING ASSEMBLY (STORM)	8	EACH	\$690.00	\$5,520.00		\$0.00	0	\$0.00
258	EXTERNAL CHIMNEY SEAL	13	EACH	\$153.00	\$1,989.00		\$0.00	0	\$0.00
259	CONNECT TO EXISTING STORM STRUCTURE	1	EACH	\$976.00	\$976.00	1	\$976.00	1	\$976.00
260	CONNECT EXISTING STORM PIPE TO STRUCTURE	7	EACH	\$976.00	\$6,832.00	7	\$6,832.00	7	\$6,832.00
261	CONNECT DRAINTILE TO EXISTING STRUCTURE	6	EACH	\$106.00	\$636.00	7	\$742.00	7	\$742.00
262	INSTALL SAFL BAFFLE	2	EACH	\$5,803.00	\$11,606.00		\$0.00	0	\$0.00
263	INSTALL PRESERVER SKIMMER	1	EACH	\$3,693.00	\$3,693.00		\$0.00	0	\$0.00
264	SUMP PUMP SERVICE LINE CONNECTION	20	EACH	\$400.00	\$8,000.00	18	\$7,200.00	18	\$7,200.00
265	ADJUST FRAME AND RING CASTING (DUCTILE IRON RING INSERT)	34	EACH	\$175.00	\$5,950.00		\$0.00	0	\$0.00
266	ADJUST CASTING (REMOVE BIT, ADJUST CASTING, PATCH BIT)	9	EACH	\$265.00	\$2,385.00		\$0.00	0	\$0.00
267	ADJUST GATE VALVE BOX	16	EACH	\$300.00	\$4,800.00		\$0.00	0	\$0.00
268	REGROUT STRUCTURE	2	EACH	\$265.00	\$530.00		\$0.00	0	\$0.00
	<i>SIDEWALK, DRIVEWAYS, SIGNAGE:</i>								
269	INSTALL SALVAGED DRIVEWAY PAVERS	40	SQ FT	\$11.10	\$444.00		\$0.00	0	\$0.00
270	CONCRETE CURB & GUTTER (ALL STYLES)	2,170	LIN FT	\$18.40	\$39,928.00	538	\$9,899.20	538	\$9,899.20
271	6" CONCRETE PEDESTRIAN RAMP	170	SQ FT	\$8.40	\$1,428.00		\$0.00	0	\$0.00
272	TRUNCATED DOMES	12	SQ FT	\$44.30	\$531.60		\$0.00	0	\$0.00

Application Number: 1

Application Date: 5/30/2016

Period to: 5/1/2016 - 5/27/2016

BMI Project Number: C12.109751

Item No.	Description of Work	A Original Plan Quantity	Unit of Measure	B Bid Price	C Contract Amount	D Current Pay Application		E Total Quantity to Date	Total Amount Completed (B x E)
						Quantity	Amount (B x D)		
273	6" CONCRETE DRIVEWAY PAVEMENT - STANDARD	830	SQ FT	\$5.80	\$4,814.00		\$0.00	0	\$0.00
274	6" CONCRETE DRIVEWAY PAVEMENT - HEAVY DUTY	920	SQ FT	\$6.40	\$5,888.00		\$0.00	0	\$0.00
275	3" BITUMINOUS PATCH - DRIVEWAY/TRAIL	130	SQ YD	\$18.00	\$2,340.00		\$0.00	0	\$0.00
276	BITUMINOUS DRIVEWAY PATCH - HEAVY DUTY	210	SQ YD	\$24.75	\$5,197.50		\$0.00	0	\$0.00
	EROSION CONTROL AND RESTORATION:								
277	HYDROMULCH TYPE 5 W/ STATE SEED MIX 25-151 & FERT TYPE 3	880	SQ YD	\$1.50	\$1,320.00		\$0.00	0	\$0.00
	PAVEMENT MARKINGS:								
278	4" SOLID LINE WHITE - EPOXY	160	LIN FT	\$3.17	\$507.20		\$0.00	0	\$0.00
279	CROSSWALK MARKING - EPOXY	140	SQ FT	\$4.65	\$651.00		\$0.00	0	\$0.00
280	24" STOP BAR WHITE - EPOXY	40	LIN FT	\$7.40	\$296.00		\$0.00	0	\$0.00
281	SPEED TABLE ARROW - EPOXY	2	EACH	\$265.00	\$530.00		\$0.00	0	\$0.00
	SECTION 5: CSAH 10 TRAIL								
	REMOVALS:								
282	CLEAR AND GRUB BRUSH & BUSHES	1	LUMP SUM	\$750.00	\$750.00		\$0.00	0	\$0.00
283	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	80	LIN FT	\$4.00	\$320.00		\$0.00	0	\$0.00
	TRAIL CONSTRUCTION:								
284	COMMON EXCAVATION (EV)	270	CU YD	\$45.60	\$12,312.00		\$0.00	0	\$0.00
285	COMMON BORROW (LV)	650	CU YD	\$4.00	\$2,600.00		\$0.00	0	\$0.00
286	TOPSOIL BORROW (LV)	290	CU YD	\$22.00	\$6,380.00		\$0.00	0	\$0.00
287	3" TYPE SP 9.5 BITUMINOUS TRAIL PAVEMENT	500	SQ YD	\$28.50	\$14,250.00		\$0.00	0	\$0.00
288	6" CONCRETE PEDESTRIAN RAMP	300	SQ FT	\$9.00	\$2,700.00		\$0.00	0	\$0.00
289	TRUNCATED DOMES	36	SQ FT	\$44.30	\$1,594.80		\$0.00	0	\$0.00
	UTILITIES:								
290	27" RC PIPE SEWER DESIGN 3006 CLASS III	314	LIN FT	\$54.10	\$16,987.40		\$0.00	0	\$0.00
291	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	5	LIN FT	\$230.00	\$1,104.00		\$0.00	0	\$0.00
292	FIELD CONSTRUCT DRAINAGE MANHOLE	1	EACH	\$1,108.00	\$1,108.00		\$0.00	0	\$0.00
293	CASTING ASSEMBLY (STORM)	2	EACH	\$690.00	\$1,380.00		\$0.00	0	\$0.00
294	27" RC APRON W/ TRASHGUARD	2	EACH	\$791.00	\$1,582.00		\$0.00	0	\$0.00
	EROSION CONTROL AND RESTORATION:								
295	SILT FENCE, TYPE PREASSEMBLED	500	LIN FT	\$1.70	\$850.00		\$0.00	0	\$0.00
296	INLET PROTECTION	2	EACH	\$250.00	\$500.00		\$0.00	0	\$0.00
297	EROSION CONTROL BLANKET CAT 2 WITH 25-141 SEED MIX	2,060	SQ YD	\$1.60	\$3,296.00		\$0.00	0	\$0.00
298	RIP RAP CL 3	10	CU YD	\$122.00	\$1,207.80		\$0.00	0	\$0.00
299	STRAW MULCH BIOLOG	100	LIN FT	\$5.00	\$500.00		\$0.00	0	\$0.00
	PAVEMENT MARKINGS:								
300	4" SOLID LINE WHITE-EPOXY	180	LIN FT	\$0.37	\$66.60		\$0.00	0	\$0.00
301	CROSSWALK MARKING-EPOXY	234	SQ FT	\$4.65	\$1,088.10		\$0.00	0	\$0.00
	SECTION 6: PARK IMPROVEMENTS								
302	6" CONCRETE PEDESTRIAN RAMP	190	SQ FT	\$10.45	\$1,985.50		\$0.00	0	\$0.00
303	INSTALL PLAY AREA CONCRETE CURB	260	LIN FT	\$22.90	\$5,954.00		\$0.00	0	\$0.00
304	4" CONCRETE AMENITY PAD	400	SQ FT	\$6.65	\$2,660.00		\$0.00	0	\$0.00
305	SILT FENCE, TYPE PREASSEMBLED	360	LIN FT	\$1.75	\$630.00		\$0.00	0	\$0.00
	TOTALS:				\$3,209,603.93		\$296,095.55		\$296,095.55



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 06, 2016						
Item Name:	Contractor Pay Request #5 – Clearwater Shores Project						
Originating Department:	Finance						
Presented by:	Nicole Lueck, Finance Director						
Previous Council Action (if any):							
Item Type (X only one):	<table border="1"> <tr> <td>Consent</td> <td>X</td> <td>Regular Session</td> <td></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent	X	Regular Session		Discussion Session	
Consent	X	Regular Session		Discussion Session			

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Motion to approve Pay Estimate No. 5 to Sunram Construction for the Clearwater Shores Project

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

Staff has reviewed the contractor pay request for the Clearwater Shores Housing Improvement Area (HIA) Project and recommends payment of \$324,592.52 based on the attached request for payment. This payment represents approximately 82.9% of the total approved contract for the project.

FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: Clearwater Shores HIA Capital Project Fund (420)		Planning Commission Parks and Recreation Board Safari Island Advisory Board Other	
Budget Information:			
<input checked="" type="checkbox"/>	Budgeted		
<input type="checkbox"/>	Non Budgeted		
<input type="checkbox"/>	Amendment Required		
Approved Resolution No.	Denied	Tabled Ordinance No.	Other
_____	_____	_____	_____
_____	_____	_____	_____



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

Phone (952) 448-8838 • Fax (952) 448-8805

www.bolton-menk.com

May 31, 2016

City of Waconia
Attn: Nicole Lueck
201 South Vine St.
Waconia, MN 55387

**Re: Clearwater Shores Project
Pay Request No. 5**

Dear Ms. Lueck:

Enclosed please find Pay Request No. 5 for work completed from 1/12/2016 to 5/25/2016 on the above referenced project. The work completed includes removals, helical piling, retaining wall construction, placement of the reinforced soil slope, and other restoration items.

We have reviewed the estimate, verified the quantities, and recommend the City make payment in the amount of **\$324,592.52** to Sunram Construction. The project is estimated to be paid from the City funds at the following percentages:

- Street = 100%
- Sanitary Sewer = 0%
- Watermain = 0%
- Storm Sewer = 0%

Please contact me if you have any questions regarding this pay request.

Respectfully Submitted,
Bolton & Menk, Inc.

Jake Saulsbury, P.E.

cc: Craig Eldred, Public Services Director

Enclosure

Contractor: SUNRAM CONSTRUCTION
 Name of Project: CLEARWATER SHORES

Estimate Number: 5
 Application Date: 5/31/2016
 Pay Period: 1/12/16-5/25/16

% COMPLETED AFTER THIS ESTIMATE..... 82.9%

ORIGINAL CONTRACT AMOUNT \$ 613,989.00

CHANGE ORDERS:

No.	Descriptor	Additions	Deductions
1	Misc.	\$ 293,176.00	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

TOTAL ADDITIONS..... \$ 293,176.00
 SUB TOTALS..... \$ 613,989.00
 TOTAL DEDUCTIONS..... \$ -

CONTRACT AMOUNT TO DATE..... \$ 907,165.00

TOTAL COMPLETED TO DATE..... \$ 751,588.70
 MATERIALS STORED..... \$ -
 TOTAL COMPLETED AND STORED TO DATE..... \$ 751,588.70
 LESS 5% RETAINAGE..... \$ 37,579.44
 TOTAL EARNED LESS RETAINAGE..... \$ 714,009.27

LESS PREVIOUS PAYMENTS:

Est. No. <u>1</u>	Amount \$ <u>109,672.87</u>	Est. No. _____	Amount \$ <u>-</u>
Est. No. <u>2</u>	Amount \$ <u>43,699.15</u>	Est. No. _____	Amount \$ <u>-</u>
Est. No. <u>3</u>	Amount \$ <u>107,354.79</u>	Est. No. _____	Amount \$ <u>-</u>
Est. No. <u>4</u>	Amount \$ <u>128,689.95</u>	Est. No. _____	Amount \$ <u>-</u>
Est. No. _____	Amount \$ <u>-</u>	Est. No. _____	Amount \$ <u>-</u>
Est. No. _____	Amount \$ <u>-</u>	Est. No. _____	Amount \$ <u>-</u>

Total Previous Payments \$ 389,416.75

AMOUNT DUE THIS ESTIMATE..... \$ 324,592.52

Payment requested by:
 Sunram Construction
 Contractor Representative
 By: Ryan M. Sunram
 Date: 5/31/16

Approved and recommended for payment by:
 Bolton & Menk, Inc.
 Project Engineer
 By: James A. Haulberg
 Date: 5/31/2016



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 06, 2016						
Item Name:	Contractor Pay Request #1 – TH 5 Water Reuse Mains Project 1A						
Originating Department:	Finance						
Presented by:	Nicole Lueck, Finance Director						
Previous Council Action (if any):							
Item Type (X only one):	<table border="1"> <tr> <td>Consent</td> <td>X</td> <td>Regular Session</td> <td></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent	X	Regular Session		Discussion Session	
Consent	X	Regular Session		Discussion Session			

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Motion to approve Pay Estimate No. 1 to EBI Drilling for the TH 5 Water Reuse Mains Project 1A

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

Staff has reviewed the contractor pay request for the TH 5 Water Reuse Mains Project 1A and recommends payment of \$59,675.20 based on the attached request for payment. This payment represents approximately 78.5% of the total approved contract for the project.

FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses: Storm Water Fund		Planning Commission Parks and Recreation Board Safari Island Advisory Board Other	
Budget Information:			
<input checked="" type="checkbox"/>	Budgeted		
<input type="checkbox"/>	Non Budgeted		
<input type="checkbox"/>	Amendment Required		
Approved Resolution No.	_____	Denied Resolution No.	_____
		Tabled Ordinance No.	_____
		Other	_____



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May 17, 2016

City of Waconia
Attn: Nicole Lueck
201 South Vine St.
Waconia, MN 55387

**Re: TH 5 Water Reuse Mains Project 1A
Payment Request No. 1**

To Ms. Lueck:

Enclosed please find Payment Request No. 1 for work completed from 4/13/2016 to 5/9/2016 on the above referenced project. The work completed includes all items included in the contract.

We have reviewed the estimate, verified the quantities, and recommend the City make payment in the amount of **\$59,675.20** to EBI Drilling. 100% of this requested payment is for work associated with the storm sewer system.

A second and final payment request will be processed later this year after the plantings are approved and the erosion control items are removed. Please contact me if you have any questions regarding this payment request or this project.

Respectfully Submitted,
Bolton & Menk, Inc.

Jake Saulsbury, P.E.

Cc: Craig Eldred, Public Services Director
Ken Adolf, Bolton & Menk

Enclosure

Application Number: **1**

Application Date: **5/13/2016**

Period to: **4/13/2016 - 5/9/2016**

BMI Project Number: **C12.109425**

Item No.	Description of Work	Unit of Measure	A Original Plan Quantity	B Bid Price	C Contract Amount	D Current Pay Application		E Total Quantity to Date	Total Amount Completed (B x E)
						Quantity	Amount (B x D)		
SHORELINE REPAIR & STABILIZATION									
1	MOBILIZATION	LS	1	\$7,500.00	\$7,500.00	1	\$7,500.00	1	\$7,500.00
2	TRAFFIC CONTROL	LS	1	\$3,500.00	\$3,500.00	1	\$3,500.00	1	\$3,500.00
3	REMOVE CONCRETE SIDEWALK	SF	600	\$4.00	\$2,400.00	0	\$0.00	0	\$0.00
4	DELETED								
5	2" HDPE DR 11 WATER REUSE MAIN (DIRECTIONAL DRILL)	LF	1,310	\$14.00	\$18,340.00	1,279	\$17,906.00	1,279	\$17,906.00
6	3" HDPE DR 11 WATER REUSE MAIN (DIRECTIONAL DRILL)	LF	970	\$15.00	\$14,550.00	964	\$14,460.00	964	\$14,460.00
7	2" BLOWOFF (PIPING ONLY)	EA	3.0	\$900.00	\$2,700.00	3.0	\$2,700.00	3	\$2,700.00
8	TRACER WIRE ACCESS BOX	EA	1	\$300.00	\$300.00	1	\$300.00	1	\$300.00
9	PRECAST CONCRETE HANDHOLE	EA	4	\$1,800.00	\$7,200.00	3	\$5,400.00	3	\$5,400.00
10	2" GATE VALVE (NO BOX)	EA	4	\$800.00	\$3,200.00	4	\$3,200.00	4	\$3,200.00
11	3" GATE VALVE (NO BOX)	EA	2	\$1,000.00	\$2,000.00	2	\$2,000.00	2	\$2,000.00
12	CAST IRON GATE VALVE BOX	EA	1	\$500.00	\$500.00	4	\$2,000.00	4	\$2,000.00
13	CONNECT TO EXISTING WATER REUSE MAIN	EA	1	\$1,500.00	\$1,500.00	1	\$1,500.00	1	\$1,500.00
14	4" CONCRETE WALK	SF	600	\$12.00	\$7,200.00	0	\$0.00	0	\$0.00
15	TRUNCATED DOMES	SF	24	\$60.00	\$1,440.00	0	\$0.00	0	\$0.00
16	STRAW MULCH BIOLOG	LF	540	\$6.00	\$3,240.00	160	\$960.00	160	\$960.00
17	HYDROMULCH W/ STATE SEED MIX 25-141	SY	600	\$5.00	\$3,000.00	278	\$1,390.00	278	\$1,390.00
18	BOULEVARD TOPSOIL BORROW, MNDOT 3877.2F (LV)	CY	50	\$30.00	\$1,500.00	0	\$0.00	0	\$0.00
TOTAL:					\$80,070.00		\$62,816.00		\$62,816.00



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016				
Item Name:	Accepting Donation and Pass Through Recommendation				
Originating Department:	Waconia Fire Department/Waconia Fire Relief Association				
Presented by:	Nicole Lueck				
Previous Council Action (if any):					
Item Type (X only one):	Consent	X	Regular Session	Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Adopt Resolution No. 2016-110, Accepting Donation and Approving Pass Through Recommendation

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

The Waconia Fire Department Gambling Board approved a donation of \$500 to the City at their regular board meeting held on Monday, May 23rd. The request for this donation came from Safari Island Community Center for the purchase of a kid's water feature for the rec pool. Community center staff is putting together a list of projects and priorities for this year's annual facility shut down in August. The kid's water feature project is a new project on the list that was identified in a recent customer survey completed by Rink Management. Currently, there is not a budget in place for the addition of the water feature in 2016. Community center staff is looking to secure additional donations and prioritize the needs of the facility this year. Once the list of priorities is finalized, City staff will have an opportunity to review it and ensure funding availability. Any changes to the current operating and capital budget will be reviewed by the City Council.

Staff asks that the City Council accept the donation from the gambling board. However if the project does not move forward, the City plans to return the funds to the gambling board so they can be redistributed.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses: Safari Island Community Center</p>	<p><i>ADVISORY BOARD RECOMMENDATIONS:</i></p>						
<p>Budget Information:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="text-align: center;">Budgeted</td> </tr> <tr> <td style="text-align: center;">X</td> <td style="text-align: center;">Non Budgeted</td> </tr> <tr> <td></td> <td style="text-align: center;">Amendment Required</td> </tr> </table>		Budgeted	X	Non Budgeted		Amendment Required	<p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
	Budgeted						
X	Non Budgeted						
	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-110
RESOLUTION ACCEPTING DONATION AND PASS THRU RECOMMENDATION**

WHEREAS, the City of Waconia is generally authorized to accept contributions of real and personal property pursuant to Minnesota Statutes Sections 412.21 and 465.03 for the benefit of its citizens and is specifically authorized to accept gifts and requests for the benefit of recreational facilities, services and the development of programs to benefit residents pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, the following persons and/or entities have offered to contribute the items set forth below to the City:

<u>Name of Donor</u>	<u>Item</u>	<u>Value</u>	<u>Department</u>
Waconia Fire Gambling Board	Check	\$500	Safari Island Community Center

WHEREAS, these donations have been contributed to assist the City in the enhancement of the Safari Island Community Center for the benefit of residents within the City’s corporate limits either alone or in cooperation with others, as allowed by law; and

WHEREAS, the City Council hereby finds that it is appropriate to accept the contributions offered.

WHEREAS, the Waconia Fire Department Gambling Board wishes to enhance the donation by passing the funds thru for the following purpose:

- Kid’s Water Feature/Slide in the Rec Pool at Safari Island Community Center

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WACONIA, MINNESOTA, AS FOLLOWS:

1. The contribution described above is hereby accepted and acknowledged with gratitude.
2. Said contribution shall be deposited to the appropriate funds and used for the designated purposes.
3. That the Finance Director is hereby directed to issue receipts to the donor acknowledging the City’s receipt of the donor’s contribution.

Adopted by the City Council of the City of Waconia this 6th day of June, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

M/ _____	Erickson	_____
	Bloudek	_____
S/ _____	Carrier	_____
	Ayers	_____
	Sanborn	_____



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016					
Item Name:	Authorize Purchase of Replacement Fire Boat					
Originating Department:	Fire Department					
Presented by:	Mark Morse, Fire Chief					
Previous Council Action (if any):	Resolution 2016-30, Authorize Specifications and Quotes for Boat 11 Project					
Item Type (X only one):	Consent	x	Regular Session	Discussion Session		
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>						

Adopt Resolution 2016 -111, Authorizing Purchase of Replacement Fire Boat.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

The Fire Department has performed exhaustive research to create specifications for the replacement boat and have received one bid. The planned improvements to the Island were a large factor in determining capabilities of this piece of equipment.

Currently, we have budgeted \$80,000 for this project in the capital equipment fund. As you can see in the attached information, the total quote is \$99,110. There are additional funding sources available to help cover most of the shortfall – except for about \$3,160. The additional funding sources include: proceeds from the sale of the old boat, insurance funds from the League of MN Cities Insurance Trust, and proceeds from the sale of two other pieces of fire equipment. All additional funding sources have already been receipted except for one of the payments from the League. They will not reimburse these funds until we receive authorization to purchase a replacement. The remaining \$3,160 of budget shortfall would be covered with cash in the capital equipment fund. We do also expect to receive some funds from the pending sale of the current boat lift, which would not be utilized for this boat. A request to declare it surplus equipment and authorize its sale will be presented upon approval of this project. We anticipate receiving \$500 - \$1,000 for the sale of it.

The quote for the boat is all inclusive. It includes the trailer, motor, decals, lights, etc. We will have to equip the boat with loose equipment (life jackets, rope, first aid, etc.), but we have those items saved from the old boat. Additional items, if needed, will be funded through the operating budget. The manufacturer is also including, at no charge to us, a pump for the boat. We will need to pay for the installation of it, but not for the parts. The total value of this is about \$10,000. We were originally not going to add a pump to the boat until a later date due to the cost. We feel this boat will serve the Department’s needs for the next 20-25 years.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses:</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p>
<p>Budget Information:</p> <p style="padding-left: 20px;">Budgeted</p> <p style="padding-left: 20px;">Non Budgeted</p> <p style="padding-left: 20px;">Amendment Required</p>	<p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other – Review & Recommendation by Long Range CIP Committee</p>

**CITY OF WACONIA
RESOLUTION NO. 2016-111**

RESOLUTION AUTHORIZING PURCHASE OF REPLACEMENT FIRE BOAT

WHEREAS, the Fire Department’s primary rescue boat was damaged beyond repair in a storm on July 18, 2015; and

WHEREAS, its replacement is identified in the 2016 capital improvement plan with an expected replacement cost of \$80,000; and

WHEREAS, the Department has received authorization to write specifications and receive bids; and

WHEREAS, the Department has researched, written specifications and received a bid for its replacement; and

WHEREAS, the Long Range CIP Committee has reviewed the recommended purchase of a replacement boat from Fraser Shipyards and has reviewed the proposed funding plan for the boat; and

WHEREAS, the Long Range CIP Committee is recommending the purchase of the replacement boat from Fraser Shipyards.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia authorizes the purchase from Fraser Shipyards in the amount of \$99,110.00 for the purchase of a replacement boat, trailer and associated equipment.

Adopted by the City Council of the City of Waconia this 6th day of June, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

M/	_____	Ayers	_____
		Carrier	_____
S/	_____	Erickson	_____
		Bloudek	_____
		Sanborn	_____



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016				
Item Name:	Agreement to State Transportation Fund Local Road Improvement Program Grant Terms and Conditions – TH 5 Improvement Project				
Originating Department:	Administration				
Presented by:	Susan Arntz, City Administrator				
Previous Council Action (if any):					
Item Type (X only one):	Consent	<input checked="" type="checkbox"/>	Regular Session	<input type="checkbox"/>	Discussion Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>					

Resolution 2016-112, Approving Agreement to State Transportation Fund Local Road Improvement Program Grant Terms and Conditions – TH 5 Corridor Improvements (S.P. No. 1002-106)

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

The City was awarded \$750,000 in Local Road Improvement Program funds by MnDOT. As part of this award, the City must participate in an agreement identifying the state rules and procedures for the grant. A copy of the agreement is available in my office.

The agreement is similar to the agreement that was entered into for the 10th Street Roundabout Project.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:

Budget Information:

Budgeted

Non Budgeted

Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission

Parks and Recreation Board

Safari Island Advisory Board

Other

**CITY OF WACONIA
RESOLUTION NO. 2016-112**

**AGREEMENT TO STATE TRANSPORTATION FUND
LOCAL ROAD IMPROVEMENT PROGRAM
GRANT TERMS AND CONDITIONS
TH 5 CORRIDOR IMPROVEMENTS
(S.P. NO. 1002-106)**

WHEREAS, City of Waconia has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Local Road Improvement Project No. S.A.P. 231-594-001 (Agreement No. 1000565) and

WHEREAS, the Commissioner of Transportation has given notice that funding for this local road improvement project is available; and

WHEREAS, the amount of the grant has been determined to be \$750,000 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that City of Waconia does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, subdivision 5, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the road project, but not required.

BE IT FURTHER RESOLVED,

The Mayor and City Administrator are hereby authorized to execute the Agreement and any amendments to the Agreement.

ADOPTED by the City Council of the City of Waconia, Minnesota on June 6, 2016.

Jim Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

M/ _____

Ayers _____

Bloudek _____

S/ _____

Carrier _____

Erickson _____

Sanborn _____



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016				
Item Name:	Adopt Municipal Operations Best Management Practices Manual for Public Service Facility Operations				
Originating Department:	Public Services				
Presented by:	Craig Eldred, Public Services Director				
Previous Council Action (if any):	None				
Item Type (X only one):	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25%; text-align: center;">Consent</td> <td style="border: 1px solid black; width: 25%; text-align: center;">X</td> <td style="border: 1px solid black; width: 25%; text-align: center;">Regular Session</td> <td style="border: 1px solid black; width: 25%; text-align: center;">Discussion Session</td> </tr> </table>	Consent	X	Regular Session	Discussion Session
Consent	X	Regular Session	Discussion Session		

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Adopt Resolution 2016-115; Adopt Municipal Operations Best Management Practices Manual for Public Service Facility Operations

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

In efforts to meet requirements of our Municipal Separate Storm Sewer Systems (MS4) permit requirements and a component of our Storm Water Pollution Prevention Plan (SWPPP) for the Minnesota Pollution Control Association (MPCA) we were directed to complete several task items, or incorporate items to meet current and future guidelines. This Municipal Operations Best Management Practices Manual provides overviews and criteria for staff to follow in regards to maintenance activities completed at numerous Public Facilities throughout Waconia. This effort will assist Waconia in meeting two Minimum Control Measures (MCM6) items directed by the MPCA as compliance recommendations.

Twelve topic items covered within the manual for BMP activities are as follows: 1.) Waste Disposal and Storage. 2.) Management of Stockpiles. 3.) Vehicle Fueling, Washing, and Maintenance. 4.) Routine Street and Parking Lot Sweeping. 5.) Emergency Response. 6.) Cleaning of Maintenance Equipment, Building Exteriors and Dumpsters. 7.) Use, Storage and Disposal of Significant Materials. 8.) Landscaping, Park and Lawn Maintenance. 9.) Road Maintenance. 10.) Right of Way Maintenance. 11.) Application of Herbicides, Pesticides, and Fertilizers. 12.) Cold Weather Operations

In General we will utilize this manual for staff training and progressively update as needed. This manual will be incorporated with other policies utilized by Public Services for maintenance activities. Other policies utilized by Public Services into greater detail on service levels for staff and the general public.

Upon City Council approval the Municipal Operations Best Management Practices Manual will be provided and reviewed with Public Service Staff as a method of maintaining the community facilities.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses: Storm Water Utility</p> <p>Budget Information:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/></td> <td>Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Non Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Amendment Required</td> </tr> </table>	<input checked="" type="checkbox"/>	Budgeted	<input type="checkbox"/>	Non Budgeted	<input type="checkbox"/>	Amendment Required	<p><i>ADVISORY BOARD RECOMMENDATIONS:</i></p> <p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
<input checked="" type="checkbox"/>	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-115**

**RESOLUTION AUTHORIZING APPROVAL AND ADOPTION OF MUNICIPAL
OPERATIONS BEST MANAGEMENT PRACTICES MANUAL FOR PUBLIC SERVICE
FACILITY OPERATIONS**

WHEREAS, one of the City’s Key Outcomes is to “Continually Improve Health of Lakes”; and

WHEREAS, the Municipal Operations Best Management Practices Manual is designed in effort of meeting Municipal Separate Storm Sewer Systems (MS4) and Storm Water Pollution Prevention Plan (SWPPP) requirements for the Minnesota Pollution Control Association; and

WHEREAS, twelve municipal maintenance areas are targeted as part of this effort as provided in the memo; and

WHEREAS, upon approval and going forward this manual will be utilized for permanent and part-time staff training on municipal facility operations for storm water compliance matters.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval and adoption of Municipal Operations Best Management Practices Manual for Public Service Facility Operations.

Adopted by the City Council of the City of Waconia this 6th day of June, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

M/ _____	Erickson	_____
	Bloudek	_____
S/ _____	Carrier	_____
	Ayers	_____
	Sanborn	_____

CITY OF WACONIA



MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

JUNE 2016

TABLE OF CONTENTS

1. WASTE DISPOSAL AND STORAGE
2. MANAGEMENT OF STOCKPILES
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5. EMERGENCY RESPONSE
6. CLEANING OF MAINTENANCE EQUIPMENT, BUILDING EXTERIORS AND DUMPSTERS
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8. LANDSCAPING, PARK AND LAWN MAINTENANCE
9. ROAD MAINTENANCE
10. RIGHT-OF-WAY MAINTENANCE
11. APPLICATION OF HERBICIDES, PESTICIDES AND FERTILIZERS
12. COLD WEATHER OPERATIONS

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

The Municipal Operation Best Management Practices focuses activities on ensuring that municipal facilities and operations are managed in ways that will minimize contamination to storm water discharges emanating from these facilities. Facilities may include, but are not limited to, municipally owned or operated buildings, campuses, parks, public works facilities, road right-of-way and infrastructure. Various operation and maintenance activities addressed may include, but are not limited to: street maintenance; road salt storage and application; vehicle and fleet maintenance; storm water system maintenance; solid waste management; park and open space maintenance; and pesticide and fertilizer applications.

1. Waste Disposal and Storage

Improper storage and handling of waste materials can allow a number of pollutants including oils and greases, toxic and chemical compounds (including nutrients), bacteria, metals, and other wastes to enter waterways through storm water run-off and non-storm water discharges. Proper handling, along with recycling and waste reduction will reduce the potential for polluting waterways, groundwater, and recharge points.

- Ensure that all waste areas and dumpsters are covered and are not leaking.
- Place waste receptacles indoors or under a roof overhang whenever possible.
- Keep all container lids closed at all times unless adding or removing material.
- Liquid wastes should be kept out of the dumpster and the lid kept closed to keep storm water out.
- Waste oil, antifreeze, spent solvents, and other liquids from vehicle maintenance activities should be recycled.
- Spent batteries should be disposed of as hazardous waste or returned for reclamation and reuse.
- Arrange for waste to be picked up regularly and disposed of at approved disposal facilities. If the amount of generated waste exceeds the capacity of waste containers, obtain more containers or increase frequency of pickups.
- Protect or block storm drain inlets, open manholes, and roadside ditches during utility activities with rock socks, wattles or covers. Always check that these BMP's are in place before starting work on a construction site.
- Arrange for waste to be picked up regularly and disposed of at approved disposal facilities. If the amount of generated waste exceeds the capacity of waste containers, obtain more containers or increase frequency of pickups.
- Do not wash out waste containers or dumpsters outdoors. Return dumpsters to the owners for cleaning at the owner's facility. If municipally owned containers must be washed, do so at a sink or floor drain so that wastewater goes to the sanitary sewer.
- Only wash concrete mixing and pouring equipment in designated concrete washout areas at each job site. Never wash into a storm drain inlet.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

2. Management of Stockpiles

Stockpile Management procedures and practices are designed to reduce or eliminate air and storm water pollution from stockpiles of soil, paving materials such as concrete rubble, reclaimed asphalt pavement (RAP), hot mixed-cold laid bituminous mixes, limestone rock asphalt, pre-coated aggregates, and various patching mixes.

Protection of stockpiles is a year-round requirement. To properly manage stockpiles:

- Locate stockpiles away from concentrated flows of surface water drainage courses directed to storm water inlets.
- Protects all stockpiles from storm water run-on using temporary perimeter sediment barriers such as berms, dikes, fiber rolls, silt fences, sandbag, gravel bags, or straw bale barriers.
- Manages stockpiles of contaminated soil as follows:
 - o Cover stockpiles with plastic sheeting or tarps.
 - o Install berms around stockpiles to prevent runoff from leaving the area.
 - o Does not stockpile in or near storm drains or watercourses.
- Place bagged materials on pallets and under cover.
- While activities associated with the BMP are under way, inspect weekly during the rainy season and at two-week intervals in the non-rainy season to verify continued BMP implementation
- Repair and/or replace perimeter controls and covers as needed to keep them functioning properly.

Non-active stockpiles of the identified materials are protected further as follows:

- During the rainy season, soil stockpiles should be covered or protected with soil stabilization measures and a temporary perimeter sediment barrier at all times.
- During the non-rainy season, soil stockpiles should be covered or protected with a temporary perimeter sediment barrier prior to the onset of precipitation.

3. Vehicle Fueling, Washing and Maintenance

Activities associated with fueling and cleaning of municipal vehicles and equipment can easily contribute pollutants to storm water discharges or directly discharge to the municipal separate storm sewer (MS4). Spills and leaks that occur during vehicle and equipment fueling can contribute hydrocarbons, oils, grease, metals, and other toxic chemicals to storm water run-off or discharge directly into storm sewers or receiving waters. Pollutants from washing and maintaining vehicles can vary from engine oil to chemicals within detergents such as phosphates. Properly designed and constructed fueling and wash areas will reduce the potential for contaminated discharges.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

The ideal location for washing vehicles is at a commercial vehicle wash. Commercial vehicle sites have the ability to recycle their water on-site as well as to contain water so it will not enter the storm drain. If no commercial vehicle washes are available, then vehicles should be washed indoors (that will drain to sanitary sewers) or on grass/pervious surfaces.

General Fueling Practices

- Place drip pans or absorbent pads under direct fueling location if fueling will occur over a permeable surface.
- Do not "top off" fuel tanks.
- Do not place used spill response materials in adjacent trash receptacles. Dispose in a proper manner.
- Do not leave active fueling operations unattended.

General Washing Practices

- Keep equipment clean; do not allow a buildup of oil/grease.
- Place spill clean-up materials in readily available locations by the wash area (clearly mark location of spill clean-up materials).
- Clean up spills or any wash water that may improperly discharge and contaminate.
- Consider using phosphate-free detergents.
- The optimal location for a wash area is indoors where connection to the sanitary sewer is more easily achieved and exposure to rain events is eliminated.
- Do not store solvents or degreasers in the wash area.

General Maintenance Practices

- Keep all wash areas neat and orderly.
- Perform monthly inspections and clean and maintain any sumps or oil/water separators installed at the wash area.
- Inspect and maintain washing equipment, especially the hoses, wands and nozzles. Make sure they deliver the proper rate of water and shut-off automatically when not in use.
- For wash areas that are plumbed to a sanitary sewer, clean the sewer inlet at least weekly.
- Inspect all fueling equipment and fuel islands at least daily for leaks, drips, corrosion, wear or damage. Repair or replace all faulty equipment promptly.

4. Routine Street and Parking Lot Sweeping

Regular street and parking lot sweeping (using sweeper trucks/equipment) removes debris, such as dust and pollutants, which typically end up in streams after being washed into catch basins. Sweeping should be performed at least twice a year on all roads and preferably more in areas of concern, including near streams, land use (industrial areas vs. residential) or heavily trafficked areas.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

- Operate all sweepers according to the manufacturer's recommended procedures.
- Develop a street sweeping schedule including prioritized roads, secondary roads and frequency of sweeping.
- Schedule sweeping...
 - In areas where storm drain plugging or high pollutant loadings occur.
 - Immediately following special events like street fairs, art shows and parades.
 - Immediately after street repair projects that involve saw cutting, chip sealing or other operations that might have left wastes or debris on road surfaces.
 - After leaf collection in the fall.
 - After salt/sand application in the winter.
 - During new construction projects involving temporary storage of construction materials like dirt, sand and road base along the roadway.
 - Immediately following median grass cutting operations.
- Make sure brushes and water spray hoses are functional before leaving the shop.
- Clean out solid debris and store in an impervious area or in a temporary disposal area such as a truck or dumpster.
- Scrape out left over debris from the hopper after the last dump of the day. Dispose of waste in trash or dumpster temporary storage area.
- Always wash sweepers in a wash area or wash bay that drains to a sanitary sewer.
- Avoid conducting sweeping operations during rainstorms.

5. Emergency Response

Spill prevention and response is one of the most important Good Housekeeping Practices for a municipal operation. In the course of daily activities, municipal employees handle, transport, load, and use products that can be harmful to our waterways if they enter storm drains.

Hazmat crews need to be notified when spills are hazardous or potentially hazardous to human health.

Call 911 if a spill or leak threatens to escape the facility boundaries or enter any surface water body and contact the Minnesota Department of Public Safety Duty Officer at 1-800-422-0798 (toll free) or 651-649-5451 (Metro area), if the source is a spill or leak as defined in Minnesota Statute § 115.061.

Clean-up Procedures

Spilled chemicals should be effectively and quickly contained and cleaned up. Employees should clean up spills themselves **only if properly trained and protected**. Employees who are not trained in spill cleanup procedures should report the spill, warn other employees, and leave the area.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

The Response Procedures, Section 7, in the Illicit Discharge Detection and Elimination Program should be followed.

6. Cleaning of Maintenance Equipment, Building Exteriors and Dumpsters

Municipal vehicle washing can generate dry weather runoff contaminated with detergents, oils, grease, and heavy metals. Equipment and building washing BMPs can eliminate contaminated wash water discharges to the storm sewer system.

Proper equipment maintenance includes:

- Maintain equipment regularly: Check for leaks or stains, and fix leaks immediately.
- Capture leaks and rips during maintenance activities with a drip pan.
- If equipment is stored outside, provide a tarp or roof to protect the equipment from rainfall.

Proper infrastructure cleaning includes:

- Perform the activity during dry periods.
- Use non-toxic chemicals for maintenance and minimize or eliminate the use of solvents.

Building Repair, Remodeling, and Construction

- Do not dump any toxic substance or liquid waste on the pavement, the ground, or toward a storm drain.
- Use ground or drop cloths underneath outdoor painting, scraping, and sandblasting work and properly dispose of collected material daily.

Proper dumpster cleaning includes:

- Do not wash out dumpsters outdoors or in a parking lot.
- Dumpsters should be washed in a wash bay or over a floor drain that goes to the sanitary sewer or return dumpsters to the waste disposal contractor for cleaning at the contractor's facility.
- Monitor and guide routine leaks and other wastewaters from dumpsters to the sanitary sewer system.
- Keep spill clean-up materials easy to access.

7. Use, Storage and Disposal of Significant Materials

The storage, use and disposal of hazardous materials and chemicals require consideration of a number of environmental health and safety factors. These include inventory control, as well as the proper use and disposal of containers and equipment.

Proper BMPs for chemicals and hazardous materials:

- Keep lids on all containers and store under cover.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

- Properly close all containers when not in use.
- Use secondary containment for hazardous materials and protect from rain. Store hazardous materials in an area where spills will not reach storm drains.
- Label all hazardous materials according to hazardous waste regulations.
- All hazardous materials should be properly labeled and remain labeled. The purchase date should be placed on the label.
- In general, storage areas should not be hot or humid.

Proper BMPs for flammable materials:

- Flammable materials should be stored in ventilated storage cabinets or approved safety cans. Lids of safety containers should be kept closed, as well as doors of storage cabinets.
- Make sure an adequate spill kit with sufficient equipment and supplies is located near storage areas where spills are possible. Clean up any spills, leaks or discharges immediately.
- Flammable and combustible materials must be isolated from ignition sources.
- Proper fire suppression equipment should be installed or available in storage or use areas.

General BMPs for significant materials:

- Do not combine wastes when storing them – read label safety and maintenance items, recycling and disposal options.
- Never mix waste oil with fuel, antifreeze or chlorinated solvents.
- Use secondary containment on all bulk fluids stored in amounts in excess of 55 gallons and product wastes to prevent accidental discharge. Secondary containment includes, but is not limited to, berm of storage areas and use of absorbents.
- Keep storage areas clean and dry. Conduct regular inspections of storage areas to detect leaks and spills.
- Store new or used batteries securely to avoid breakage and acid spills during earthquakes. When stored outdoors, batteries shall be covered with plastic tarp to protect them from rain.
- Recycle old batteries.
- Wood products treated with chromated copper arsenate, ammoniacal copper zinc arsenate, creosote, or pentachlorophenol should be covered with tarps.

8. Landscaping, Park and Lawn Maintenance

Landscaping and lawn care practices have a significant impact on storm water runoff.

Conventional lawn care practices often include watering too frequently, over-fertilizing, and the use pesticides/herbicides to rid lawns of unwanted pests and nuisance or invasive plants. Excess nutrients and pesticides wash away during rain events or when lawns are over-watered. The storm water management approach to lawn care uses a variety of techniques to reduce pollution in storm water runoff from lawns.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

General practices include:

- Perform mowing at optimal times, which does not include prior to significant forecasted rain events.
- Protect lakes, ponds, wetlands, and/or lagoons adjacent to landscape maintenance activities.
- Mulch-mow grasses whenever possible.
- Disposal of organic wastes through composting is recommended. When composting is not possible, dispose of organic wastes at an approved disposal facility. Do not wash down or dispose of lawn clippings, leaves, tree trimmings, or other landscape waste in or near a storm drain, drainage ditch, or open body of water.
- Use mulch or other erosion control methods in effort of prevent erosion of exposed soils and landscaped beds.
- Do not leave grass clippings or trimming residue on impervious areas.
- Use mechanical methods for vegetation removal where possible.
- Avoid loosening soil when removing weeds or vegetation.
- Collect and dispose lawn trimmings, clippings, vegetation, etc.
- Reduce or prevent exposed soil areas.
- Only irrigate as much water as needed. Never water at rates that exceed the infiltration rate of the soil.

9. Road Maintenance

Existing roads and bridges require periodic maintenance. Products generally utilized for maintenance activities often times contain storm water pollutants such as heavy metals, sediments, solvents, oils, and fuels.

Here are some pollution prevention tips for road and bridge maintenance activities:

- Always sweep or vacuum dry material wastes during saw cutting, road stripe removal, or other activities that create dust/sediment.
- Locate and block adjacent storm drain inlets during maintenance work such as concrete curb and gutter work, resurfacing, paving, striping/marketing, or saw cutting.
- Use drip pans for paving machines and other equipment that may leak fluids.
- Do not apply road striping paint during windy, wet, or rainy conditions.
- If wet saws must be used:
 - Place drip pans under or watertight barriers around equipment when not in use.
 - Turn cooling water off when saw is off.
- Wash out mixers, delivery trucks, or other equipment in a designated concrete washout area only.
- Protect storm drains during use.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

10. Right-of-Way Maintenance

Open and closed conveyance systems within City right-of-way will be maintained to function as designed and in a manner that will allow them to convey storm water effectively. Periodic maintenance will include:

- Mowing
- Maintenance of vegetative cover
- Removal of debris
- Removal of excessive sedimentation
- Repair/stabilization of channel erosion
- Removal of any obstructions that inhibits dewatering between storms

11. Application of Herbicides, Pesticides and Fertilizers

Fertilizers, herbicides, and pesticides possess a relatively high potential for contributing pollutants to storm water runoff and non-storm water discharges both through storage and application. Proper management of materials, effective training, and proper use of materials will reduce the potential of polluting receiving waterways.

BMPs that will be implemented to reduce pollutants from pesticides, herbicides, and fertilizers include the following:

- Personnel, or Contractual Individuals who participate in the application of pesticides, that contain a Restricted Use Pesticide (RUP), for the City will be trained and obtain non-commercial Certification as required by the Minnesota Department Agriculture.
- Fertilizers will be applied during the growing seasons- spring, summer, and fall.
- Employees will be trained to follow the material safety data sheet(s) (MSDS) of pesticides, including herbicides and insecticides, and fertilizers.
- All mixing and loading operations must occur on impervious surfaces.
- All state, federal, and local regulations are followed in the use of pesticides, herbicides, and fertilizers.
- Pesticides, herbicides, and fertilizers will not be applied during or directly prior to storm events.
- Employ application techniques that increase efficiency and allow the lowest effective application rates. Carefully calibrate application equipment and follow all label instructions.
- Only pesticides that are quickly absorbed into the soil or plants should be used.
- Whenever practicable, integrated pest management techniques will be implemented.
- Pesticides will not be sprayed when there is a high possibility of the spray drifting into non-target areas or onto non-target vegetation, insects or animals.
- To prevent possible backflow and contamination of a water supply, never submerge a water supply hose in a chemical tank or container.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

- Pesticide application for mosquito control may not be applied without following the notification requirements as required by Minnesota Statute 18B.07.

12. Cold Weather Operations

Road salt or deicers should be stored on hard surfaces, which are covered shelters and protected from outside elements if necessary. Proper storage assists in protection of road salt movements to receiving streams and lakes.. Although road salt is spread and utilized for roadway and pedestrian safety, it is important that we limit the amount of stored road salt.

Road salt equipment and spreaders should be emptied completely when not in use or at the end of the snow events, especially if stored outdoors. Excess salt in spreaders can get washed out in rains.

General practices

- Regulate the application of deicing salts to prevent overuse of de-icing material.
- Use calibrated equipment for application of de-icing material.
- Utilize equipment calibration rates based upon pavement temperatures when applying de-icing materials.
- Consider pavement temperature when determining volume of winter maintenance materials
- Use alternative deicing materials, such salt substitutes, or liquid de-icing materials where sensitive ecosystems should be protected.
- Contain wash water from trucks used for salting and sanding in a holding tank for disposal or discharge into sanitary sewers.
- Prevent dumping of accumulated snow into surface waters or onto frozen water bodies.
- Snow storage areas are recommended to be of hard surface and directed to storm water treatment facilities.

MUNICIPAL OPERATIONS BEST MANAGEMENT PRACTICES

References

California Stormwater Quality Association BMP Handbook @ <http://www.caasqa.org/bmp-handbooks/municipal-bmp-handbook>

EPA Pollution Prevention/Good Housekeeping for Municipal Operators @ <http://water.epa.gov/polwaste/npdes/swbmp/Pollution-Prevention-Good-Housekeeping-for-Municipal-Operators.cfm>

LIMC Good Housekeeping Guidance and BMP Manual @ http://www.lancasterintermunicipalcommittee.org/programs_stormwater.php

Partners For A Clean Environment @ <http://www.pacepartners.com/stormwater/municipal-operations/72-municipal-stormwater-program-tools#SOP>



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016				
Item Name:	Authorize Purchase & Award of Single Axle Truck Chassis and Dump Body & Winter Maintenance Equipment; CIP Project 195				
Originating Department:	Public Services				
Presented by:	Craig Eldred, Public Services Director				
Previous Council Action (if any):	January 4, 2016; Authorization of City Staff to Obtain Mobile and Fixed Equipment Pricing for 2016 as Outlined in Memo				
Item Type (X only one):	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black;">Consent</td> <td style="width: 25%; border: 1px solid black; text-align: center;">X</td> <td style="width: 25%; border: 1px solid black;">Regular Session</td> <td style="width: 25%; border: 1px solid black;">Discussion Session</td> </tr> </table>	Consent	X	Regular Session	Discussion Session
Consent	X	Regular Session	Discussion Session		

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2016-117; Authorize Purchase & Award of Single Axle Truck Chassis and Dump Body & Winter Maintenance Equipment; CIP Project 195

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

The focus of this request for action is the replacement of Public Services 2005 Sterling dump truck with winter maintenance equipment. This unit will have served the community for 12 years. The current 2016-2025 Capital Improvement Plan includes a 2017 funding estimate of \$253,500.00. The entire focus of this acquisition is predicated on obtaining this vehicle in calendar year 2017 and the fact that Finance has planned funding for this acquisition in 2016 through joint purchases of the 2016 Loader and Tandem Dump Truck.

As Council is aware the community is growing by means of new, future roadway expansions and additional turn backs of County roadways including expected additions in 2017. The need to maintain current service levels specifically for winter maintenance is of demand.

Through means of utilizing the State of Minnesota Equipment Purchasing process we met with suppliers for each the truck chassis and dump body and winter maintenance equipment installers. Concerns that staff addressed relative to the previous 2005 Sterling chassis and plow equipment were new technology, improved emissions, under body plow and rear wing application, plow cutting edges that reduce vibrations, pre-wetting and liquid direct application system for anti-icing and deicing efforts to reduce winter maintenance costs and environmental impacts. As a result of efforts to reduce Chloride impacts we have included new technology which provided reduced salt feed rates and higher volumes of liquid discharge for de-icing practices. The unit is provided by Towmaster Truck Equipment and is branded by Hi-Way Equipment and called XZALT precision applicator. (See Attached)

As a result of this effort two chassis suppliers and two equipment suppliers were utilized for pricing purposes with costs associated listed within the tables below.

Chassis & Trade Value

Equipment Supplier	Equipment	Chassis Price	Trade Value	Net Chassis Price
Nuss Truck Equipment	Mack GU712 AF	\$109,427.00	\$40,000.00	\$69,427.00
Boyer Trucks	Western Star 4700 SF	\$105,138.00	\$45,000.00	\$60,138.00

Based upon the Chassis costs and trade value we would recommend awarding Nuss Truck Equipment the sale of its Mack GU712 AF Single Axle unit. Currently, Public Services maintain a strong inventory of Mack chassis which allows our Mechanic a familiarity and standardization for our large mobile truck units. Parts inventory for preventive maintenance services would also be minimized through this acquisition.

Dump Body & Winter Maintenance Equipment

Equipment Supplier	Dump Body & Winter Maintenance Equipment	Net Price
Towmaster Truck Equipment	Dump Body, Plow Equipment and Application System	\$158,106.00
Aspen Equipment	Dump Body, Plow Equipment and Application System	\$150,474.00
Public Service Acquisition	JOMA Plow Edges	\$10,000.00
Public Service Acquisition	Appurtenant Safety Equipment City Decals	\$5,500.00

It is staff's recommendation that the dump body and winter maintenance equipment be awarded to Towmaster Truck Equipment for several reasons. Towmaster Truck Equipment is structured exactly like our current newer dump bodies. Features and uses for staff are the same which allows for familiarity as staff utilizes the various chassis plow combinations. The XZALT application system is comprised of stainless steel and galvanized framing which will last much longer than a painted frame unit. The XZALT applicator has the capability of providing multiple service applications for anti-icing and de-icing depending on the service level requirement, which is a functionality we currently do not have.

The Public Service acquisitions include special plow edges which cannot be supplied by the Equipment Supplier. We feel these plow edges bring value through extended life, and lowered amounts of vibration to the chassis and noise as utilized by staff for snow removal. The plow edges would mount to the front plow and underbody. The appurtenant equipment includes mobile radio, radio port equipment, City decals, vehicle number and cab features such as seat covers and floor mats designed to protect the cab chassis from deicing chemical contamination.

As a result of this analysis the following table provides the overall cost to build one tandem chassis, dump body and winter maintenance equipment installation.

Final Analysis of Acquisition

Equipment Supplier	Equipment	Net Price
Nuss Truck Equipment	Mack GU712 AF	\$69,427.00
Towmaster Truck Equipment	Dump Body, Plow Equipment and Application System	\$158,106.00
Public Service Acquisition	JOMA Plow Edges	\$10,000.00
Public Service Acquisition	Appurtenance Safety Equipment City Decals	\$5,500.00
Total Acquisition Cost		\$243,033.00

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: Capital Equipment

Budget Information:

<input checked="" type="checkbox"/>	Budgeted
<input type="checkbox"/>	Non Budgeted
<input type="checkbox"/>	Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission
 Parks and Recreation Board
 Safari Island Advisory Board
 Other

**CITY OF WACONIA
RESOLUTION NO. 2016-117**

RESOLUTION AUTHORIZING APPROVAL OF PURCHASE & AWARD OF SINGLE AXLE TRUCK CHASSIS AND DUMP BODY & WINTER MAINTENANCE EQUIPMENT; CIP PROJECT 195

WHEREAS, one of the City’s Key Outcomes is to “Maintain Multi-Modal Transportation Infrastructure System”; and

WHEREAS, through a means of utilizing the State of Minnesota Equipment Purchasing process Public Services worked with equipment suppliers on formulating a chassis dump body combination for varied seasonal maintenance; and

WHEREAS, final analysis of the acquisition costs associated from the pricing received and the need to maintain similar and familiar equipment for ease of use weighed heavily in the Final Analysis of Acquisition table below; and

Final Analysis of Acquisition

Equipment Supplier	Equipment	Net Price
Nuss Truck Equipment	Mack GU712 AF	\$69,427.00
Towmaster Truck Equipment	Dump Body, Plow Equipment and Application System	\$158,106.00
Public Service Acquisition	JOMA Plow Edges	\$10,000.00
Public Service Acquisition	Appurtenant Safety Equipment City Decals	\$5,500.00
	Total Acquisition Cost	\$243,033.00

WHEREAS, recommendations for acquisition to Nuss Truck Equipment for the chassis and Towmaster Truck Equipment were guided by familiarity, ease of use, and life expectancy while staying with in the Capital Improvement Plan for Capital Equipment.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of purchase & award of single axle truck chassis and dump body & winter maintenance equipment; CIP Project 195.

Adopted by the City Council of the City of Waconia this 6th day of June, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

M/ _____	Erickson _____
	Bloudek _____
S/ _____	Carrier _____
	Ayers _____
	Sanborn _____

Hi-Way **XZALT**TM

Precision Applicator



70:30 Application

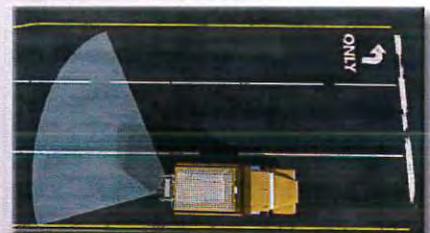
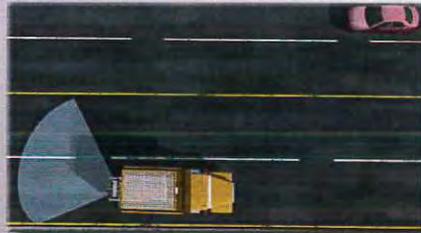
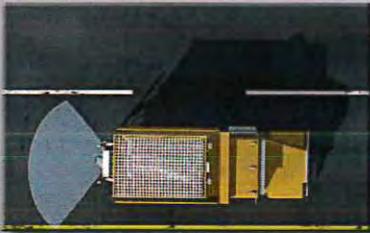
The **Hi-Way® Xzalt™** Precision Applicator melts snow and ice on roads more efficiently compared to traditional methods. Not your typical salt and sand spreader, the Xzalt allows for higher application speeds, longer routes, and fewer spreaders. Overall, the Xzalt provides a return on investment while improving your overall snow and ice management.

70:30 Application

Properly mixing liquid and granular material with a 70:30 ratio reduces salt usage while accelerating ice melt. The optimum mixture (approximately 60 gallons (227 ltrs) of liquid per one ton (907 kg) of salt) resembles the consistency of oatmeal. This mixed material realizes less material bounce, less influence from wind, and improved adhesion to the road. In addition, the mixture accelerates the deicing process faster than traditional methods.

Precision Application

The directional spinner and control system are what sets the Xzalt above the rest. With the touch of a button, the operator adjusts symmetrical or asymmetrical patterns on one, two, or three lanes. In addition to the spinner assembly swiveling, the speed of the conveyor and spinner automatically adjust to apply the spread pattern precisely to the left, center, or right of the spreader.



The Xzalt broadcasts on one, two, or three lanes with an even pattern across the entire spread width. The above illustrations show spread patterns to the left side of the truck. The Xzalt may also achieve identical right-hand patterns.

QuickLane™ Feature

Developed exclusively for the Xzalt, the QuickLane function on the FORCE® America 6100 spreader control allows the operator to temporarily widen the swath width to cover a turn lane or intersection – with a simple touch of a button. Alternately, the QuickLane button may be programmed to temporarily reduce the swath width from multiple lanes down to a single lane to avoid interference with passing vehicles.





Return on Investment

Return on Investment

The Xzalt not only will improve your snow and ice management program, but it will also improve your return on investment. Savings are seen in material, time, maintenance, and equipment. In addition, all Hi-Way products are backed with a superior factory warranty and more than 75 North American dealers that provide reliable service after the sale.

Material Savings:

- With the 70:30 application, the dry material rate per lane mile is reduced to 70% of normal.
- Thorough mixing of liquid and dry saves money through accelerated ice melt, and better/longer adhesion to road.
- Precision placement of material does not over-apply material on areas such as road shoulders.

Equipment Savings:

- Wider spread width up to three lanes – combined with longer routes – potentially reduces the number of dedicated deicing trucks and operators.
- Heavy-duty, stainless steel construction makes equipment last longer.

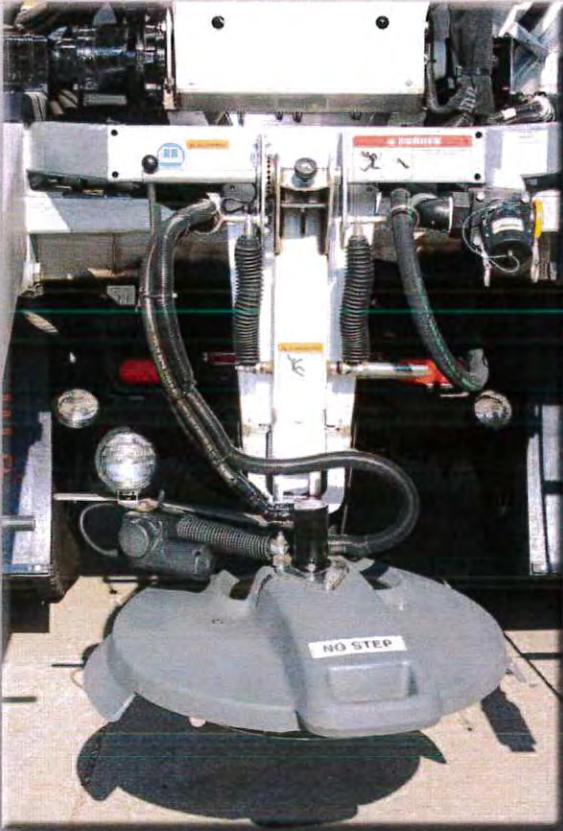
Time Savings:

- Reduced material usage results in longer routes with fewer stops for re-loading.
- Precise spread pattern allows for higher driving speeds, resulting in increased safety and faster storm response.
- Melting process starts sooner, potentially reducing man hours per storm event.
- Installation or removal by one person occurs in under five minutes.

Maintenance Savings Features:

- Endless belt conveyor with no mechanical splice.
- Sealed bearings on stainless steel idler.
- Galvanized screens, sub frame, and storage legs.

Directional Spinner System



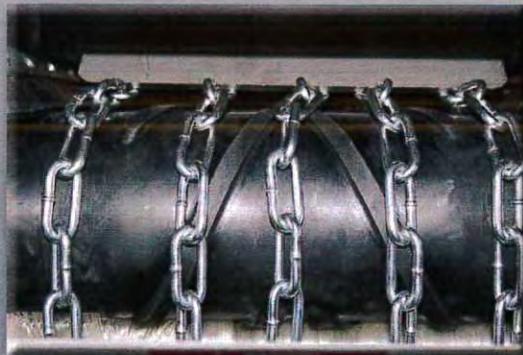
Directional spinner system

The feedgate design breaks larger clumps of material and includes anti-slabbing chains for even material flow. The enclosed chute on the spinner hopper is height adjustable to fit various trucks.

The Xzalt features a directional spinner that places the 70:30 mixed material precisely where the operator wants it, without the need to change lanes. It broadcasts on one, two, or three lanes with an even pattern across the entire spread width. The material blending occurs when the dry salt begins to mix with the liquid upon exiting the spinner chute and completes this process before exiting the spinner.

In addition, the spinner, conveyor, liquid pump, and feedgate are equipped with sensors that send information back to the control, so there is no operator guesswork needed to adjust the application.

The operator chooses from one of three predetermined feedgate positions: normal 70:30 ratio mixed material; high volume spreading; and hopper unloading.



Anti-slabbing chains

Spreader Control



The SSC6100 is the latest flagship spreader control from FORCE® America, Inc. Equipped with the latest technology, the 6100 provides unmatched simplicity and control. Engineered to work exclusively with the Xzalt, the 6100 offers unique, easy-to-use settings, such as a pre-defined QuickLane™ option that temporarily widens the swath width to cover a turn lane or intersection, or be programmed to reduce from multiple lanes to a single lane in the event of oncoming traffic.

The 6100's multi-function operator interface and generous 7" (17.8 cm) LCD display put real-time vehicle data at your fingertips. Instantly view and adjust material output, whether you spread dry, prewetted, direct liquid, or a mixed material. The 6100's closed-loop feedback system guarantees spreading accuracy regardless of the conditions. Seamless CAN integration with the Patrol Commander™ ULTRA provides up to five proportional joystick controls.

Spreader control setup and maintenance has never been easier. The 6100 comes standard with "Never Lost" menus and AutoCal for effortless vehicle configuration. For setting up large fleets, the 6100 can even copy calibration settings from a USB flash drive. Onboard reports help you monitor material costs by recording up-to-the-minute output totals.

New or existing 6100 controls are compatible with the Xzalt. Existing controls can be updated with the intelligence needed to operate the Xzalt. Contact your FORCE America dealer for more information.

The 94042A001 Operator Interface lets you control all aspects of the SSC6100 and the Xzalt.



More Features & Benefits



One-piece conveyor belt

The conveyor system features a one-piece conveyor belt, reducing potential for failure found on belts with mechanical splices. The multi-layered, reinforced belt includes special slider backing for less friction during operation.

This straight belt conveyor runs on a stainless steel bottom panel. The idler roller is also constructed from stainless steel with maintenance-free bearings.



Straight belt conveyor



High-volume molded tanks

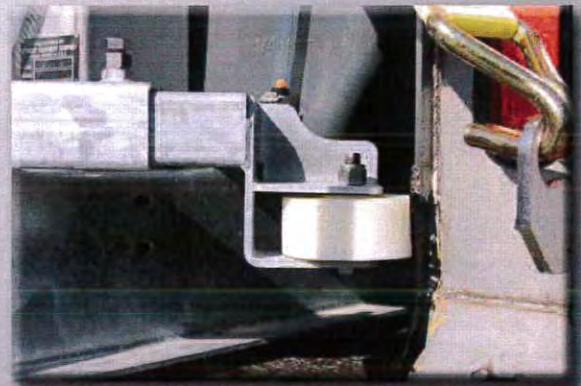
Integrated liquid system features high-volume molded tanks with integrated baffles, a positive displacement direct-drive gear pump with sensor for precise application rates, and easy ground-level rear fill.

More Features & Benefits



Integrated storage leg system

Integrated storage leg system provides quick, one-person installation and removal. Heavy-duty construction features hot dipped galvanized components, stainless steel hardware, rubber mounting pads, and large front and side guide rollers.



Large front and side guide rollers

Other Standard Features: Galvanized screens, inspection ladder, work lamps, and choice of beacon or strobe lights.



Galvanized Screens



Inspection Ladder



Work Lamps

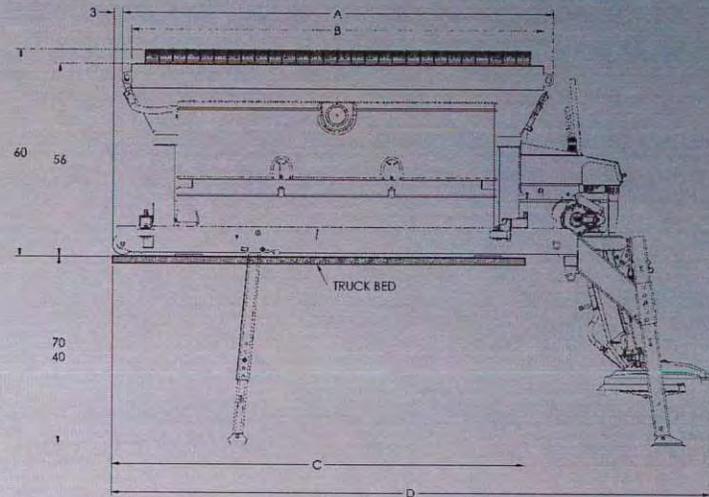
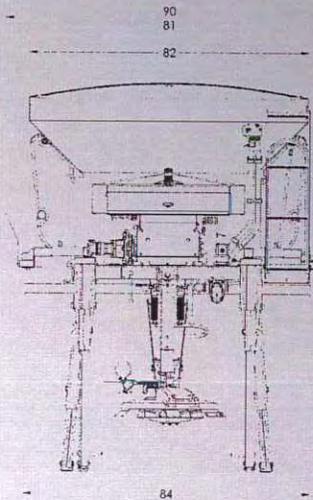


Strobe Light

Optional Features:

- Available in painted carbon steel or unpainted 304 stainless steel construction for added resistance to corrosion.
- Available in lengths of 10ft (3.05m), 12ft (3.66m), or 14ft (4.27m).

Xzalt™ Specifications



Unit Length feet (m)	Overall Body A inches (cm)	Inside Body B inches (cm)	Truck Floor C inches (cm)	Overall Length D inches (cm)	Struck Capacity cubic yards (cu.m)	Capacity Rounded cubic yards (cu.m)	Capacity Liquid gallons (liters)	Spreader Weight pounds (kg)
10' (3.05)	125" (318)	120" (305)	120" (305)	174" (442)	5.2 (4.0)	6.2 (4.7)	464 (1756)	3375 (1531)
12' (3.66)	149" (379)	144" (366)	144" (366)	198" (503)	6.4 (4.9)	7.6 (5.8)	584 (2211)	3915 (1776)
14' (4.27)	173" (439)	168" (427)	168" (427)	222" (564)	7.5 (5.7)	9.0 (6.9)	700 (2650)	4455 (2021)



Highway Equipment Company
 1330 76th Ave. SW • Cedar Rapids, IA 52404-7052
 Phone: (319) 363-8281 or (800) 363-1771
 Fax: (319) 286-3351 or (800) 363-8267
 Online: www.highwayequipment.com
 E-mail: information@highwayequipment.com

Hi-Way partners with approximately 75 stocking dealers throughout North America. To locate your dealer, go to www.highwayequipment.com.

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REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016				
Item Name:	Authorize Staff to Obtain TM “TreePod Biofilter” Storm Water Solution from Oldcastle Service Representative in Minnesota				
Originating Department:	Public Services				
Presented by:	Craig Eldred, Public Services Director				
Previous Council Action (if any):	None				
Item Type (X only one):	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black;">Consent</td> <td style="width: 25%; border: 1px solid black; text-align: center;"><input checked="" type="checkbox"/></td> <td style="width: 25%; border: 1px solid black;">Regular Session</td> <td style="width: 25%; border: 1px solid black;">Discussion Session</td> </tr> </table>	Consent	<input checked="" type="checkbox"/>	Regular Session	Discussion Session
Consent	<input checked="" type="checkbox"/>	Regular Session	Discussion Session		

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2016-118; Authorize Staff to Obtain TM “TreePod Biofilter” Storm Water Solution from Oldcastle Service Representative in Minnesota

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

As part of the 2015 Infrastructure Improvement Project a coordination of storm water funding applications occurred with Carver County Water Management Organization (CCWMO). In conjunction with their approval of \$75,000.00 the CCWMO and the City cooperatively submitted an application to the Minnesota Pollution Control Association (MPCA) for an additional \$75,000.00 for Best Management Practices (BMP) improvements for areas within and around Fountain Park. Such projects included sediment capture structures, permeable surfaces, updated outlet control structure, and iron-enhanced filtration. As the City Council is aware these items have been introduced and in-place in effort to protect Lake Waconia. The CCWMO and City were awarded the additional \$75,000.00 for these BMP improvement efforts. The CCWMO were contacted by the MPCA who desired to know if we collaboratively could utilize an additional \$18,000.00 for additional BMP enhancements around Fountain Park.

As a result of this request we worked with the CCWMO on possible enhancement possibilities, and found a location where we could place a tree grate bio-filter system, and requested information on the possibilities of incorporating native plantings around the refined storm water pond in Fountain Park. Both enhancements were approved by the MPCA, and funds were made available to complete the BMP projects.

CCWMO and City staff work to research tree grate systems and found that the “TreePod Biofilter” system to be the one desired. Cost for the structure is at or near \$10,000.00 with average installation costs around 75% of the total product cost. A TreePod Biofilter application in the size of four by four feet would be large enough to manage the surface run-off area shown in the overview of this report with total costs around \$17,000.00.

Native planting seed would be in the neighborhood of \$800.00 and site restoration consuming the remaining amount of funding for such an improvement.

Staff recommends approval of this request for City Council action allowing for additional BMP enhancements to protect Lake Waconia from potential surface water pollution.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: Grant Funds MPCA</p> <p>Budget Information:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/></td> <td>Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Non Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Amendment Required</td> </tr> </table>	<input checked="" type="checkbox"/>	Budgeted	<input type="checkbox"/>	Non Budgeted	<input type="checkbox"/>	Amendment Required	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
<input checked="" type="checkbox"/>	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-118**

**RESOLUTION AUTHORIZING APPROVAL OF STAFF TO OBTAIN TM “TREEPOD
BIOFILTER” STORM WATER SOLUTION FORM OLDCASTLE SERVICE
REPRESENTATIVE IN MINNESOTA**

WHEREAS, one of the City’s Key Outcomes is to “Continually Improve Health of Lakes”; and

WHEREAS, additional funds were made available by the Minnesota Pollution Control Association for the addition of Best Management Practices around the 2015 storm water infrastructure improvements adjacent Fountain Park; and

WHEREAS, City and County Water Management Organization staff collaboratively research additional storm water treatment devices for areas adjacent Fountain Park; and

WHEREAS, portions of an adjacent roof top and parking lot surface were found desirable for catchment of storm water run-off prior to entering the storm water pond; and

WHEREAS, a TreePod Biofiltration system was found to be the desired alternative for surface water run-off treatment along with slope seeding of the current Fountain Park storm water pond.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of staff to obtain TM “TREEPOD BIOFILTER” storm water solution form Oldcastle representative in Minnesota.

Adopted by the City Council of the City of Waconia this 6th day of June, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

M/ _____	Erickson	_____
	Bloudek	_____
S/ _____	Carrier	_____
	Ayers	_____
	Sanborn	_____



Sustainable Low Impact Design (LID) for Stormwater Management

True LID Solution

TreePod® uses a proven tree box filter design criteria that has proven to be effective at the removal of ultra-fine and dissolved pollutants normally found in stormwater runoff.

Environmentally friendly and aesthetically pleasing, TreePod® Biofilter structures integrate into standard site drainage. A wide variety of plants and trees may be used.

Pretreatment

Prolongs the life of filtration media by removing gross pollutants

LEED Potential

TreePod® can contribute towards earning LEED points on your project

Flexible Design

Multiple pod sizes to meet your project requirements



Treatment Capabilities

Exceptional stormwater treatment capable of removing fine sediment and dissolved pollutants

High Flow Bypass

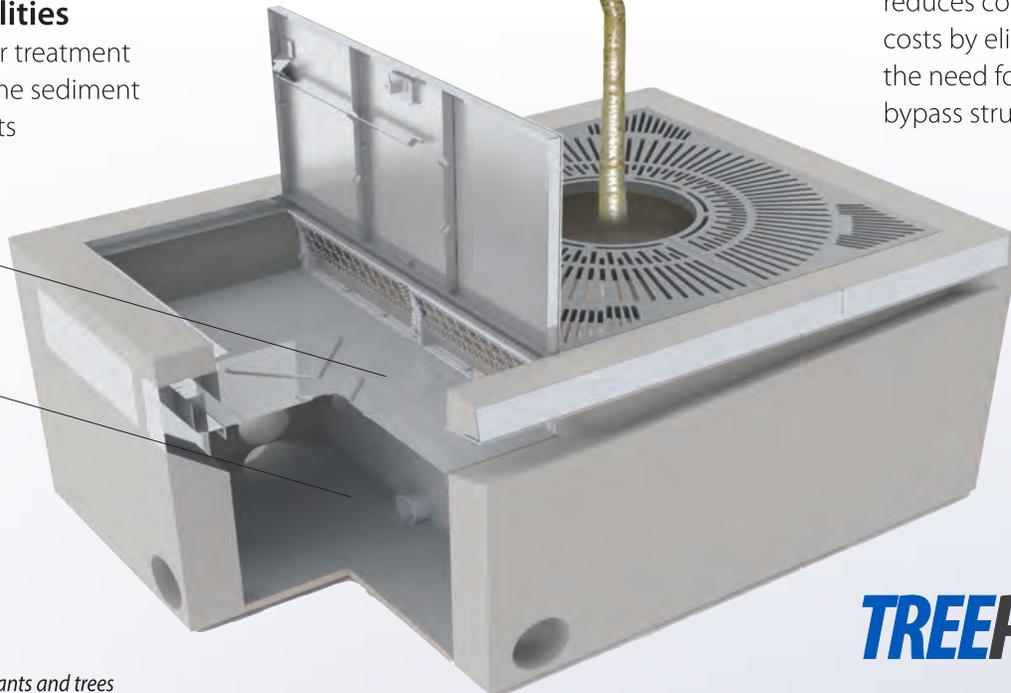
Optional integrated high flow bypass reduces construction costs by eliminating the need for a separate bypass structure

Pretreatment Chamber

Integrated High Flow Bypass

Treatment Train

Ability to stand-alone or be incorporated as part of a stormwater "Treatment Train"



TREEPOD®

* Accommodates a variety of plants and trees



High Flow Bypass

The TreePod® Biofilter system has an internal high flow bypass that eliminates the need for a separate bypass structure, reducing costs and simplifying design.

Pretreatment Chamber

An integral pretreatment chamber separates and retains gross pollutants such as trash, debris and coarse sediments - pollutants known to reduce efficiency and increase maintenance frequency of typical tree box filters. Collected gross pollutants are removed from the pretreatment chamber through the maintenance access cover without disturbing the biofiltration area.

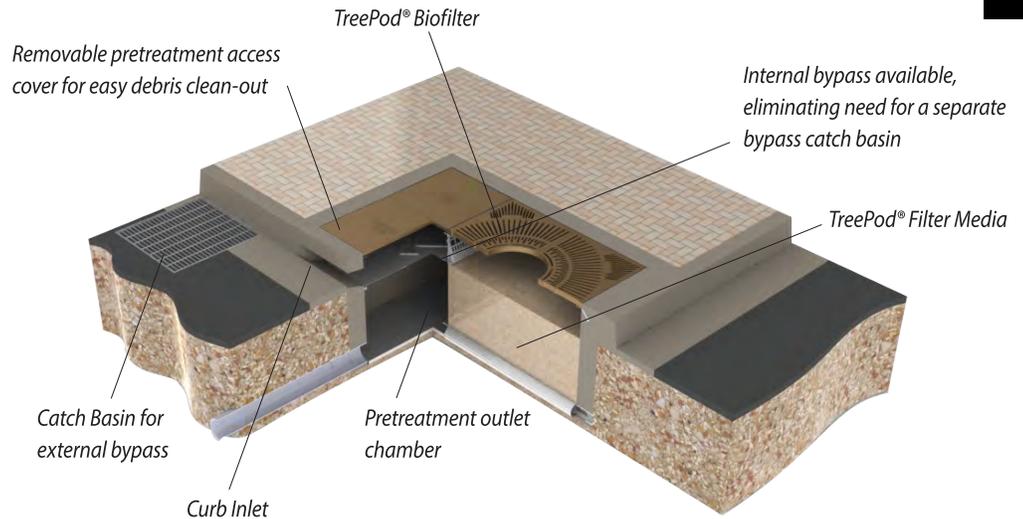
Example TreePod® Biofilter Sizes

Pod Size	Unit Outside Dimensions	Tree / Grate Quantity
4' x 4'	5' x 7'	1 EA
4' x 6'	5' x 9'	1 EA
4' x 8'	5' x 11'	1 EA
6' x 6'	7' x 9'	1 EA
6' x 10'	7' x 13'	1 EA
6' x 12'	7' x 15'	2 (MAX)

TreePod® Biofilter is available in many sizes and shapes to meet most site requirements. Contact your local Oldcastle Stormwater Solutions representative for custom sizing.



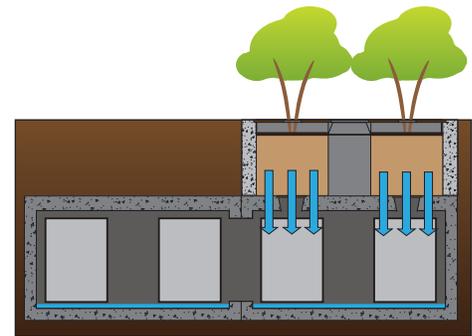
TreePod® Pretreatment Chamber



Hydromodification

The TreePod® Biofilter system may be used in conjunction with Oldcastle Stormwater Solutions' detention systems, as well as with other existing stormwater storage systems, to address site hydromodification and water quality requirements.

Collected flows may be utilized to supplement irrigation of the TreePod® Biofilter or surrounding vegetated areas through passive means or with an integrated harvesting system, reducing demands on local water supplies.



TreePod® used in conjunction with Storm Capture® Stormwater Detention System

LEED® through TreePod®

The TreePod® can assist in earning LEED points for:

- Sustainable Sites (6.1, 6.2)
- Water Efficiency (1.1, 1.2, 3.1, 3.2)
- Materials and Resources (4.1, 4.2; 5.1, 5.2 in AZ, CA, NV, UT)

Cost Saving Design

The TreePod® Biofilter offers flexibility and economy that simplifies the design and construction of your storm drain system. One piece construction and durable precast concrete assures ease of installation and a long service life. The unique pretreatment chamber extends maintenance intervals and helps assure peak biofilter performance.

TreePod® is protected under US Patent #8,535,533 and patents pending.

TREEPOD[®] Performance Data Summary Sheet

Tree box biofilter to remove ultra-fine and dissolved pollutants from stormwater runoff

TreePod[®] is a tree box biofilter that uses engineered media with an integrated pretreatment chamber to remove total suspended solids (TSS), metals, and hydrocarbons from stormwater runoff. With its bioretention media and the ability to infiltrate onsite, TreePod can be an integral part of any low-impact development (LID) plan.

Available in a number of sizes and shapes, the TreePod biofilter can be customized and designed to meet site-specific stormwater runoff sizing requirements. Typical systems require 3.5 feet of drop from the top of curb to the invert of the outlet pipe. Flow enters the integral pretreatment chamber and passes through a coarse debris screen prior to entering the bio-retention chamber for full treatment. The pretreatment chamber settles out heavy sediment and associated pollutants and the screen prevents trash and bulk debris from entering the bioretention chamber, extending the life of the media. The bioretention chamber features an 18" (minimum) layer of bioretention media, composed of an 80%/20% blend of coarse sand and organics, topped with a 4" layer of shredded mulch. This configuration yields a maximum design treatment loading rate of 1 gpm/ft². The TreePod has an internal high flow bypass incorporated in the inlet chamber to channel peak flow directly to the outlet pipe without allowing it to enter the treatment chamber where it could scour previously captured pollutants.

System Performance

In 2012, a field performance evaluation study of the TreePod[®] was completed by the University of New Hampshire Stormwater Center (UNHSC) at their test facility in Durham, NH. The treatment area included one-third of an acre of impervious parking area, directly drained to the treatment unit (see Figure 1 for treatment unit details). The study evaluated performance of the TreePod[®] system, as well as the debris removal of the integral pretreatment chamber. The TreePod system demonstrated the following results:

Total System Performance

TSS Efficiency Ratio ¹	93%
TSS Removal Efficiency ²	85%
TPH-D (total petroleum hydrocarbons-diesel range) ²	77%
TZn (total zinc) ²	71%

¹ Calculated based on mean influent and effluent concentrations

² Calculated based on the median removal efficiency for all events

Pretreatment Chamber Performance

Sediment Removal ¹	26%
TPH-D Removal	9%

¹ Particle size distribution 5mm and less

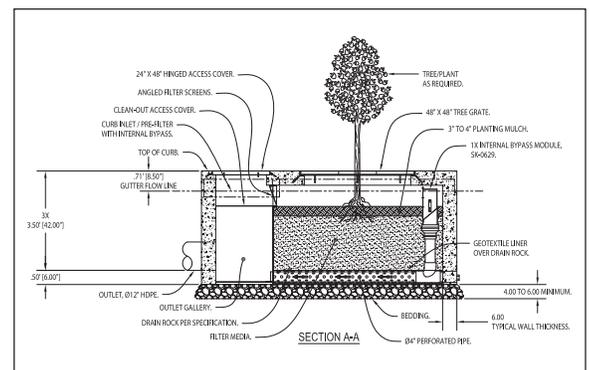
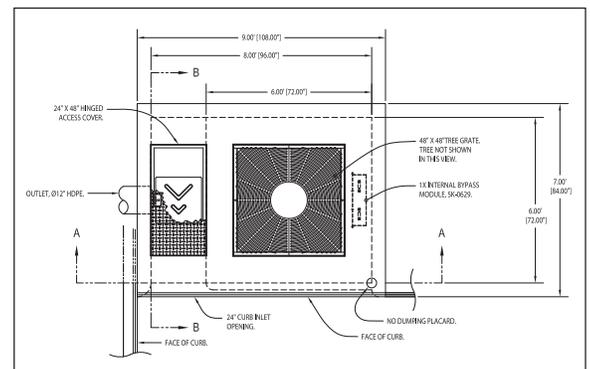


Figure 1: Plan view and section view of TreePod[®] unit at UNHSC field test facility



System Features & Benefits

High flow rate bioretention media (100 in/hr) results in smaller systems and is more economical.

Integral pretreatment chamber removes significant portion of the bulk trash and debris and influent sediment load from typical stormwater runoff, extending the life of the bioretention media and reducing maintenance frequency.

Pretreatment chamber is easily accessed for maintenance.

Inlet and outlet configuration options allow for flow to enter or exit the system on either side or the end and can be customized to the site.

Internal high flow bypass allows flows exceeding the treatment capacity of the unit to bypass without causing street flooding, scour of previously trapped pollutants, and without the need for a second structure.

The open-bottom TreePod® can infiltrate directly into the soil below or into underground detention systems and can be customized to the site.

Open-bottom systems are lightweight, allowing for installation with conventional jobsite equipment.

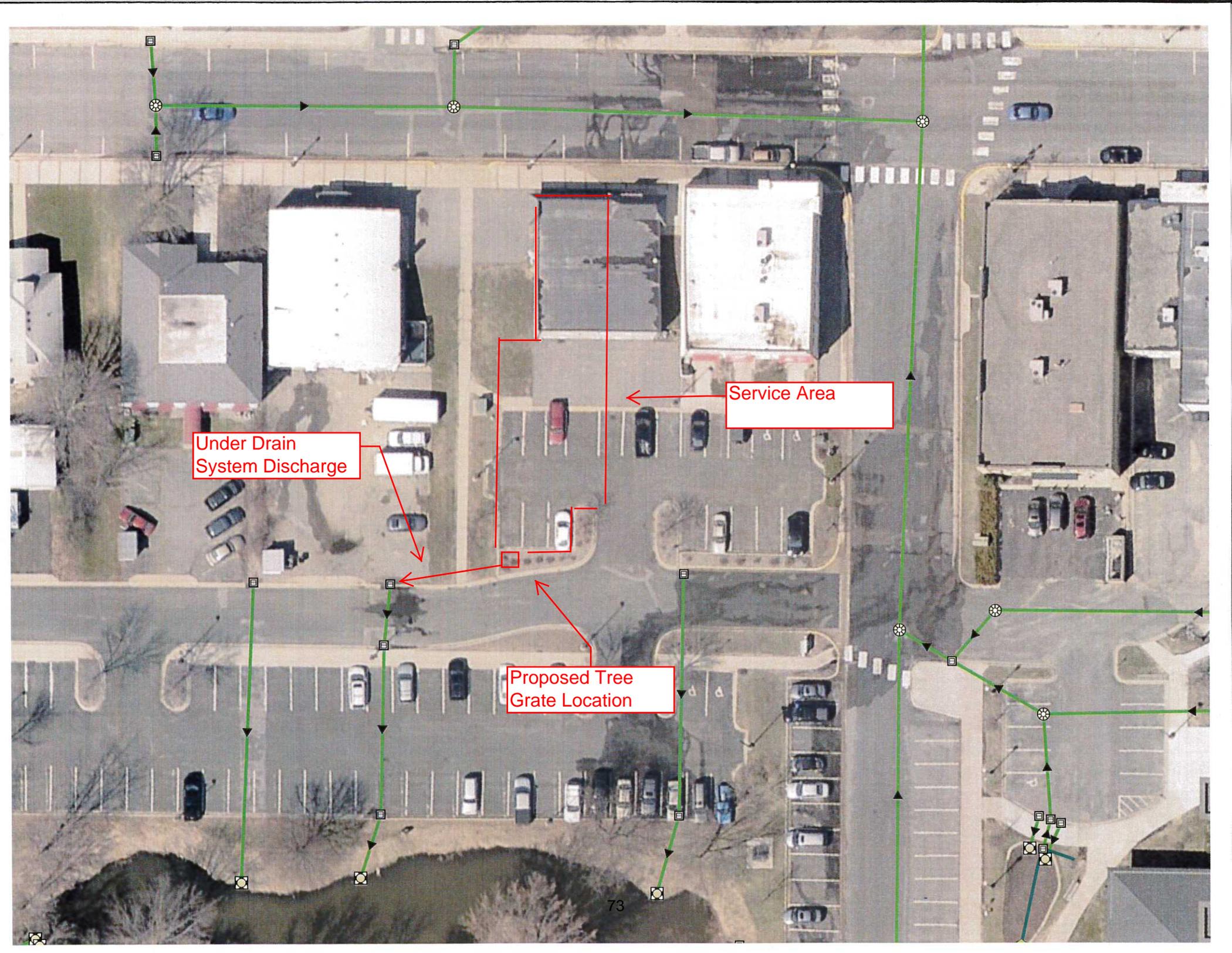
Once sitework is completed, Oldcastle will provide a field crew for commissioning of the system which includes placement of the selected tree or shrub, and can provide ongoing maintenance services.

System uses ADA approved tree grates, ensuring an acceptable and pleasing finished surface.

Quick and easy maintenance does not require confined space entry.



TREEPOD®



Under Drain System Discharge

Service Area

Proposed Tree Grate Location



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016
Item Name:	Joint Powers Agreement with Carver County for Recreation Programs & Events
Originating Department:	Administration
Presented by:	Susan Arntz, City Administrator

Previous Council Action (if any):						
Item Type (X only one):	Consent		Regular Session	<u>X</u>	Discussion Session	

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Resolution 2016-113, Authorizing Joint Powers Agreement between Carver County and the City for Recreation Programs & Events

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

Last year, the City Recreation Staff arranged a program with Carver County whereby together we will provide an enhanced delivery of programs. According to the agreement:

The County will:

- Provide trained lead instructors for each program as arranged and agreed upon by both parties.
- Provide appropriate primary equipment for the activity as arranged.
- Provide recreation assistant volunteers for the activity as arranged.
- Provide marketing & advertisement strategies and resources as arranged.
- Provide communication before & after to registrants including liability waivers, satisfaction surveys and other pertinent information as arranged.

The City will:

- 1) Provide assistant staff or volunteer for each program as agreed upon and arranged by both parties.
- 2) Provide supplemental equipment for the activity as arranged.
- 3) Provide registration capabilities for program/event registrants as arranged.
- 4) Provide marketing & advertisement strategies and resources as arranged.
- 5) Provide communication before & after to registrants including liability waivers, satisfaction surveys and other pertinent information as arranged.

Revenue will be split equally after expenses of either party are determined.

The attached agreement has been reviewed and edited by both the City's and County's attorneys. Staff recommends approval.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: There was no planned revenue line item in the Safari Island/Recreation Operating Budget</p> <p>Budget Information:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td>Budgeted</td> </tr> <tr> <td style="text-align: center;">X</td> <td>Non Budgeted</td> </tr> <tr> <td></td> <td>Amendment Required</td> </tr> </table>		Budgeted	X	Non Budgeted		Amendment Required	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
	Budgeted						
X	Non Budgeted						
	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-113**

**JOINT POWERS AGREEMENT BEWTEEN CARVER COUNTY AND THE CITY OF
WACONIA FOR RECREATION PROGRAMS & EVENTS**

WHEREAS, The County and the Municipality have been involved in planning and delivering Recreation Programs and Events, and

WHEREAS, It is the desire of both of the parties hereto to enter into a written document regarding planning and delivering recreation programs and events, and

WHEREAS, Minnesota Statutes, Section 471.59 provides that two or more governmental units may by Agreement jointly exercise any power common to the contracting parties;

NOW, THEREFORE, be it resolved that City of Waconia does hereby agree to the terms and conditions of the agreement and authorizes the City Administrator to execute said agreement.

ADOPTED by the City Council of the City of Waconia, Minnesota on June 6, 2016.

Jim Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

M/ _____	Ayers	_____
	Bloudek	_____
S/ _____	Carrier	_____
	Erickson	_____
	Sanborn	_____

JOINT POWERS AGREEMENT

between

**CARVER COUNTY AND THE CITY OF WACONIA
for
RECREATION PROGRAMS & EVENTS**

THIS AGREEMENT (the “Agreement”), made and entered into by and between the **CITY OF WACONIA**, a municipal corporation, organized under the laws of the State of Minnesota, party of the first part, hereinafter referred to as “Municipality”, and the County of Carver, Minnesota, a municipal corporation organized under the laws of the State of Minnesota, party of the second part, hereinafter referred to as “County”;

WITNESSETH:

WHEREAS, The County and the Municipality have been involved in planning and delivering Recreation Programs and Events, and

WHEREAS, It is the desire of both of the parties hereto to enter into a written document regarding planning and delivering recreation programs and events, and

WHEREAS, Minnesota Statutes, Section 471.59 provides that two or more governmental units may by Agreement jointly exercise any power common to the contracting parties;

NOW, THEREFORE, Pursuant to Minnesota Statutes 471.59 and in consideration of the mutual covenants and promises hereinafter contained, it is agreed by and between the Municipality and the County as follows:

**Article 1
Enabling Authority**

Minnesota Statutes Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties.

**Article 2
Purpose**

This Agreement shall apply to the planning and delivering of recreation programs and events as listed in the attached addendum.

**Article 3
Prosecution of Work**

A. The County will:

- 1) Provide trained lead instructors for each program as arranged and agreed upon by both parties.
- 2) Provide appropriate primary equipment for the activity as arranged.
- 3) Provide recreation assistant volunteers for the activity as arranged.
- 4) Provide marketing & advertisement strategies and resources as arranged.
- 5) Provide communication before & after to registrants including liability waivers, satisfaction surveys and other pertinent information as arranged.

B. The Municipality will:

- 1) Provide assistant staff or volunteer for each program as agreed upon and arranged by both parties.
- 2) Provide supplemental equipment for the activity as arranged.
- 3) Provide registration capabilities for program/event registrants as arranged.
- 4) Provide marketing & advertisement strategies and resources as arranged.
- 5) Provide communication before & after to registrants including liability waivers, satisfaction surveys and other pertinent information as arranged.

C. Municipality and County will delineate finances as follows:

1) RECREATION PROGRAM AND EVENT COSTS:

- A) Seasonal staff labor expense (or FT staff when appropriate), equipment and tools specific to the program or event, operating costs of marketing, advertisement, registration and general overhead for both agencies will be discussed and agreed upon prior to the program/event.
- B) An estimation for total County costs (Appendix A) will be provided to Municipality no less than (90) days prior to the development of the program/event to allow for proper marketing, advertising and preparation duties.

2) RECREATION AND PROGRAM AND EVENT REVENUE:

- A) All recreation program and event costs agreed upon by the County and Municipality will be deducted from the total program/event revenue prior to the final revenue sharing.

- B) Remaining revenue after operating costs are removed will be split equally, 50/50 between Carver County Parks and partner Municipality
- C) Exception to an equal revenue split will be in the event of a multi-agency arranged program in which (3+) partner Municipalities are involved. In this arrangement revenue allocations will be pro-rated consistent with the number of registrations each agency procured.
- D) Municipality will collect and maintain all recreation program and event revenue as agreed upon and arranged by the involved agencies.
- E) Agreed upon revenue will be issued from the Municipality to the County within (90) days of the invoice date.

3) REIMBURSEMENTS:

- A) Reimbursements might be issued to registrants for a variety of reasons (program cancellation, participant dissatisfaction with service etc.) and are to be agreed upon between the County and Municipality. Reimbursements issued are to have equal financial impact on all agencies involved.

4) Distribution of Property Upon Termination:

- A) Upon termination of this Agreement, any remaining funds relating to the programs shall be distributed as described in Article 3, C, 2) B) above.
- B) Upon termination of this Agreement for any reason, any tangible property provided to any program shall be retained by the party that provided the property.

D. The County agrees to completing the following in respect to all partnership programs:

- 1) Provide pre & post program communication materials to Municipality for distribution to program participants.
- 2) Provide appropriate instructor and/or volunteer training as outlined in the attached addendum for each activity.

**Article 4
Hold Harmless and Indemnification**

- A. The Parties' total liability under this Agreement shall be governed by Minn. Stat. § 471.59, subd. 1a.
- B. Each Party agrees that it will be responsible for the acts or omissions of its officials, agents, and employees, and the results thereof, in carrying out the terms of this Agreement, to the extent authorized by law and shall not be responsible for the acts/omissions of the other Party and the results thereof. For purposes of determining total liability for damages, the participating governmental units are considered to be a single governmental unit, the total liability of which shall not exceed the limits for a single governmental unit as provided in Minn. Stat. § 466.04, subd. 1.

- C. Each Party agrees to defend, hold harmless, and indemnify the other Party, its officials, agents, and employees, from any liability, loss, or damages the other Party may suffer or incur as the result of demands, claims, judgments, or cost arising out of or caused by the indemnifying Party's negligence in the performance of its respective obligations under this Agreement. This provision shall not be construed nor operate as a waiver of any applicable limitation of liability, defenses, immunities, or exceptions by statute or common law.
- D. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party.
- E. The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

**Article 5
Workers' Compensation**

- A. It is hereby understood and agreed that any and all employees of the County, the County's contractors and subcontractors and all other persons employed, retained, contracted with or otherwise engaged and all other persons employed by the County in the performance of the provisions of services hereunder shall not be considered employees of the Municipality and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by third parties engaged in the performance of any of the provisions of services hereunder shall in no way be the obligation or responsibility of the Municipality.
- B. It is hereby understood and agreed that any and all employees of the Municipality, the Municipality's contractors and subcontractors and all other persons employed, retained, contracted with or otherwise engaged by the Municipality in the performance of the provisions of services hereunder shall not be considered employees of the County and that any and all claims that may or might arise under the Worker's Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by third parties engaged in the performance of any of the provisions of services hereunder shall in no way be the obligation or responsibility of the County.
- C. The Municipality and the County will each maintain workers' compensation insurance or self-insurance coverage, covering its own employees while they are providing assistance pursuant to this Agreement.

**Article 6
Records – Availability and Access**

To the extent required by Minnesota Statutes Section § 16C.05, Subd. 5 (as may be amended), the parties agree that the other party, the State Auditor, the Legislative Auditor or

any of their duly authorized representatives, at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the other parties and involve transactions relating to this Agreement. Such materials shall be maintained and such access and rights shall be in force and effect during the period of this Agreement and for six (6) years after its termination or cancellation.

**Article 7
Data Privacy**

Each party, its employees, agents, owners, partners, and subcontractors agree to abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 and implementing regulations, if applicable, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, and as any of the same may be amended.

**Article 8
Nondiscrimination**

During the performance of this Agreement, the Municipality and the County agree to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment right in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

**Article 9
Default and Withdrawal**

- A. Default in this Agreement may occur when a party fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of this Agreement. Unless the party's default is excused by the non-defaulting party, the non-defaulting party may, upon written notice to the defaulting party representative listed herein, cancel this Agreement in its entirety as indicated in (B) below.
- B. The terms of Article 4, 5, 6 and 7 shall survive the expiration, termination or withdrawal from this Agreement.
- C. Only the governing bodies of the participating parties have authority to act pursuant to this provision of this Agreement.
- D. Each party to this Agreement reserves the right to withdraw from and cancel this Agreement within thirty (30) days prior to advertisement of the recreation program or event.
- E. Representatives for each of the parties to this Agreement are as listed below:

Municipality

Name: David Wabbe
Title: Recreation Coordinator
Address: 1600 Community Dr.
City/State: Waconia, MN 55387
Phone: 952-856-7701
E-mail: DWabbe@waconia.org

County/Division

Name: Sam Pertz
Title: Parks & Trails Supervisor
Address: 11360 Hwy. 212, Ste. 2
City/State: Cologne, MN 55322
Phone: 952-466-5250
E-mail: spertz@co.carver.mn.us

**Article 10
Term of Agreement**

This Agreement will commence upon approval of both the Municipality and the County and the signature of the official with authority to bind each party. This Agreement shall be in effect until such time as the recreation program or events are completed or as Article 9 herein.

**Article 11
Merger and Modification**

- A. It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.
- B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

**Article 12
Nonwaiver, Severability and Applicable Laws**

- A. Nothing in this Agreement shall constitute a waiver by the County of any statute of limitations or exceptions on liability. If the County fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- B. Nothing in this Agreement shall constitute a waiver by the Municipality of any statute of limitations or exceptions on liability. If the Municipality fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- C. If any part of this Agreement is rendered void, invalid or unenforceable, by a court of competent jurisdiction, such rendering shall not affect the remainder of this Agreement unless it shall substantially impair the value of the entire Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid provision that most closely approximates the intent of the invalid provision.
- D. The Laws of the State of Minnesota shall apply to this Agreement.

**Article 13
Section Headings**

The section headings contained in this Agreement are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

**Article 14
Third Parties**

This Agreement does not create any rights, claims or benefits inuring to any person that is not a party hereto nor create or establish any third party beneficiary.

IN TESTIMONY WHEREOF, The parties hereto have caused these presents to be executed.

Municipalities Name, Minnesota

Authorized Representative
Date: _____

Attest:

City Manager
Date: _____

County Administrator
Date: _____

Approved As To Form:

County Attorney
Date: _____

County of Carver, Minnesota

County Board Chair
Date: _____

Attest:

Addendum to the Joint Powers Agreement with Carver County Parks (Reference Article 2)

General info:

- All recreation equipment will be inspected/serviced and documented for proper working condition by professional service (when appropriate) or by County parks staff.
- County parks staff involved with program instruction including seasonal, part time, or casual instructors and full-time recreation employees will have completed trainings such as: CPR/First Aid, Right to Know, 15-passenger van driving, etc.
 - Documentation and retention of these trainings will be maintained by the County and provided to the City upon request.
- A risk assessment form (Appendix B) will be completed prior to any new activities taking place and completed seasonally (or as determined by County staff) for activities listed here. Any adverse conditions causing cancellation or concern prior to the program will be documented on the form by the activity instructor and filed.

1. Archery

- a. Carver County instructors are qualified to teach archery by the National Archery in the School Program (NASP).
- b. This program is limited to ages eight and older.
- c. Strict range rules will be enforced including whistle/verbal commands and use of a shooting and waiting line. Group management will be closely supervised using these cues by Carver County Parks' instructors & volunteers. Host staff and/or parent chaperones might be utilized to perform group control techniques as needed.
- d. 1:20 max adult to child ratio will be enforced by Carver County Parks & partnering agency Staff.
- e. Location and range set-up will be selected by a NASP trained Carver County instructor taking considerations of populated areas, trails, roads, walls, doors etc. into account.
- f. When shooting indoors, a protective curtain will be set a minimum of 3 feet away from the nearest parallel wall to prevent puncture.
- g. Locations: city archery ranges, all county parks, indoor gyms as arranged and approved by partner agency, Three Rivers Carver Park Reserve archery range, private archery ranges, open green spaces, & other locations as arranged.
- h. Participants will sign a waiver or have a legal parent/guardian sign one on their behalf for this specific Carver County Parks activity.

2. Geocaching

- a. Thorough instructions are given on using the devices for navigation along with boundaries for the course which keeps children away from roads, ravines, and steep banks near water.
- b. Children will travel in groups typically in size of 2-4 with multiple units per group. Participants will mark 'home' on the unit so they can always find their way back.
- c. Adult chaperones, Carver County Parks' instructors, agency partner Staff & volunteers are stationed throughout the course to be available if needed for technical questions.
- d. Locations: schools/community ed., city parks, county parks, National Wildlife Refuge, other public open spaces suitable for activity

3. Slackline

- a. The slackline will be set-up at approximately knee height (typically 2') for the smallest participant to prevent uncomfortable and risky falls of the line.
- b. Staff will require spotters be present during the balancing activity to prevent the slackliner from fall or to guide the fall should it occur.

- c. Industry grade equipment will be utilized at all times. Personal equipment or homemade lines will not be allowed.
 - d. Staff and volunteers will be trained on proper set-up technique to protect the slackliner and the trees being used for the activity.
 - e. Instruction includes best practices and rules for preventing injury and succeeding at the activity.
 4. Outdoor Cooking
 - a. Instruction will include safety discussion and guidelines set by Carver County Parks' instructors and volunteers regarding appropriate distance from hot surfaces/objects, age-appropriate do's and don'ts of using flame/fire at home, and the importance of cooking raw food thoroughly as well as cleansing cooking surfaces.
 - b. Instructors will have a list of food allergies and emergency contacts on hand for each participant. Instructors will review this list prior to purchasing ingredients.
 - c. Any flame/fire lit outside of Carver County Parks' property will be lit, maintained and monitored by staff from the hosting site. The fire will be modest in size and contained inside of a raised fire pit provided by Carver County Parks. Staff will remain aware of issued fire-bans in the area.
 5. Snowshoeing
 - a. Snowshoe equipment and instruction will be provided by Carver County Parks' instructors.
 - b. Location selection will be agreed upon by Carver County Parks' staff and partner municipality.
 - c. Snowshoe programs will not take place on frozen lakes unless ice thickness is confirmed using posted DNR guidelines.
 - d. In some locations, a warm refuge may be available for those who become cold during a program.
 - e. Signs or verbal instructor warning indicating icy/slippery locations will be placed appropriately along the hiking trail to help prevent falls.
 6. Cross Country Skiing
 - a. Cross country ski equipment, location, and instruction will be selected and provided by Carver County Parks' instructors.
 - b. Participants will sign a waiver or have a legal parent/guardian sign one on their behalf for this specific Carver County Parks activity. Typically restricted to ages 8+.
 - c. Cross country ski programs will not take place on frozen lakes unless ice thickness is confirmed using posted DNR guidelines.
 - d. In some locations, a warm refuge may be available for those who become cold during a program.
 - e. Signs or verbal instructor warning indicating icy/slippery locations will be placed appropriately along the skiing trail to help prevent falls.
 7. Log Rolling
 - a. Carver County staff and volunteers are trained on what weather, wind & water temperature conditions are appropriate for conducting the program.
 - b. Rolling will take place in maintained beach areas and pools.
 - c. Carver County staff and volunteers will hold the logs steady while rollers gain their balance and footing and slowly release the logs for the rolling to begin.
 - d. Logs will be used in the shallowest water possible in order for the log to remain afloat and free to spin.
 - e. Falling off the log causes the log to move away from the roller which creates a clean fall into the shallow water.
 - f. When logs are used in pools they will be used only in the shallow end and will be oriented perpendicular to the narrow end of the pool and will maintain at least 10 feet of open water in front of and behind the roller as per industry standard.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016					
Item Name:	Authorize Placement of STOP Sign and NO PARKING Signage on South Willow Place as Provided in Attachment					
Originating Department:	Public Services					
Presented by:	Craig Eldred, Public Services Director					
Previous Council Action (if any):	None					
Item Type (X only one):	Consent	<input type="checkbox"/>	Regular Session	<input checked="" type="checkbox"/>	Discussion Session	<input type="checkbox"/>

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)

Adopt Resolution 2016-114; Authorize Placement of STOP Sign and NO PARKING Signage on South Willow Place as Provided in Attachment

EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)

As a result of the TH 5 corridor improvements traffic patterns have changed due to the increased use of South Willow Place which bi-sects with TH 5, Fifth Street and Fourth Streets.

Impacts to this corridor are causing safety issues for local businesses, pedestrians and automotive vehicle movements, which staff feel may be cause for future traffic issues and potential pedestrian safety. We have consulted with Colony Plaza Owners on their concerns for vehicle movements adjacent South Willow Place and TH 5 vehicle entrances and exit movements. Monitoring the situation we have found issues with congested vehicle movements and near miss accidents due to a lack of proper signage and traffic markings. Additional concerns are for pedestrian movements who would utilize the new bituminous trail segments connecting Olive Streets and Maple Streets along TH 5.

Staff recommends the following items as a result of monitoring the traffic movements to improve safety for this corridor and intersection.

1. Addition of a singular STOP sign at the entrance of Colony Plaza for southbound traffic on South Willow Place.
2. Traffic markings depicting the STOP sign location in the form of lettering and a stop bar.
3. NO PARKING signage throughout South Willow Place to assist in maintaining traffic flow as a result of increased traffic entrance and exit from Colony Plaza.
4. Pedestrian Symbol traffic markings detailing the pedestrian crossing for the east entrance of Colony Plaza from TH 5.

South Willow Place is only 19 feet wide through the reduction of parking we feel this will improve traffic flow. The addition of the STOP sign will negate vehicles crossing an uncontrolled area, and improve visibility for patrons utilizing Colony Plaza for essential services.

Staff recommends approval of the proposed improvements to improve safety for this highly utilized side street corridor.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses: Street Signage Budget</p> <p>Budget Information:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/></td> <td>Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Non Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Amendment Required</td> </tr> </table>	<input checked="" type="checkbox"/>	Budgeted	<input type="checkbox"/>	Non Budgeted	<input type="checkbox"/>	Amendment Required	<p><i>ADVISORY BOARD RECOMMENDATIONS:</i></p> <p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
<input checked="" type="checkbox"/>	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-114**

**RESOLUTION AUTHORIZING APPROVAL OF STOP SIGN & NO PARKING SIGNAGE ON
SOUTH WILLOW PLACE AS PROVIDED IN ATTACHMENT**

WHEREAS, one of the City’s Key Outcomes is to “Maintain Multi-Modal Transportation Infrastructure System”; and

WHEREAS, requests to review and monitor traffic movements on and adjacent S. Willow Place, TH 5 and Colony Plaza were requested; and

WHEREAS, staff monitored the traffic movement and congested vehicle concerns and found issues with the corridor as it resides to date; and

WHEREAS, the following items are recommended to improve traffic movements for this corridor and intersection:

1. Addition of a singular STOP sign at the entrance of Colony Plaza for southbound traffic on South Willow Place.
2. Traffic markings depicting the STOP sign location in the form of lettering and stop bar.
3. NO PARKING signage throughout South Willow Place to assist in maintaining traffic flow as a result of increased traffic entrance and exits from Colony Plaza.
4. Pedestrian Symbol traffic markings detailing the pedestrian crossing for the east entrance of Colony Plaza from TH 5; and

WHEREAS, improvements provided as detailed will assist in improved traffic movements, flow, and reduce impacts to pedestrian movements utilizing the new bituminous trail segment connecting Olive and Maple Streets adjacent TH 5.

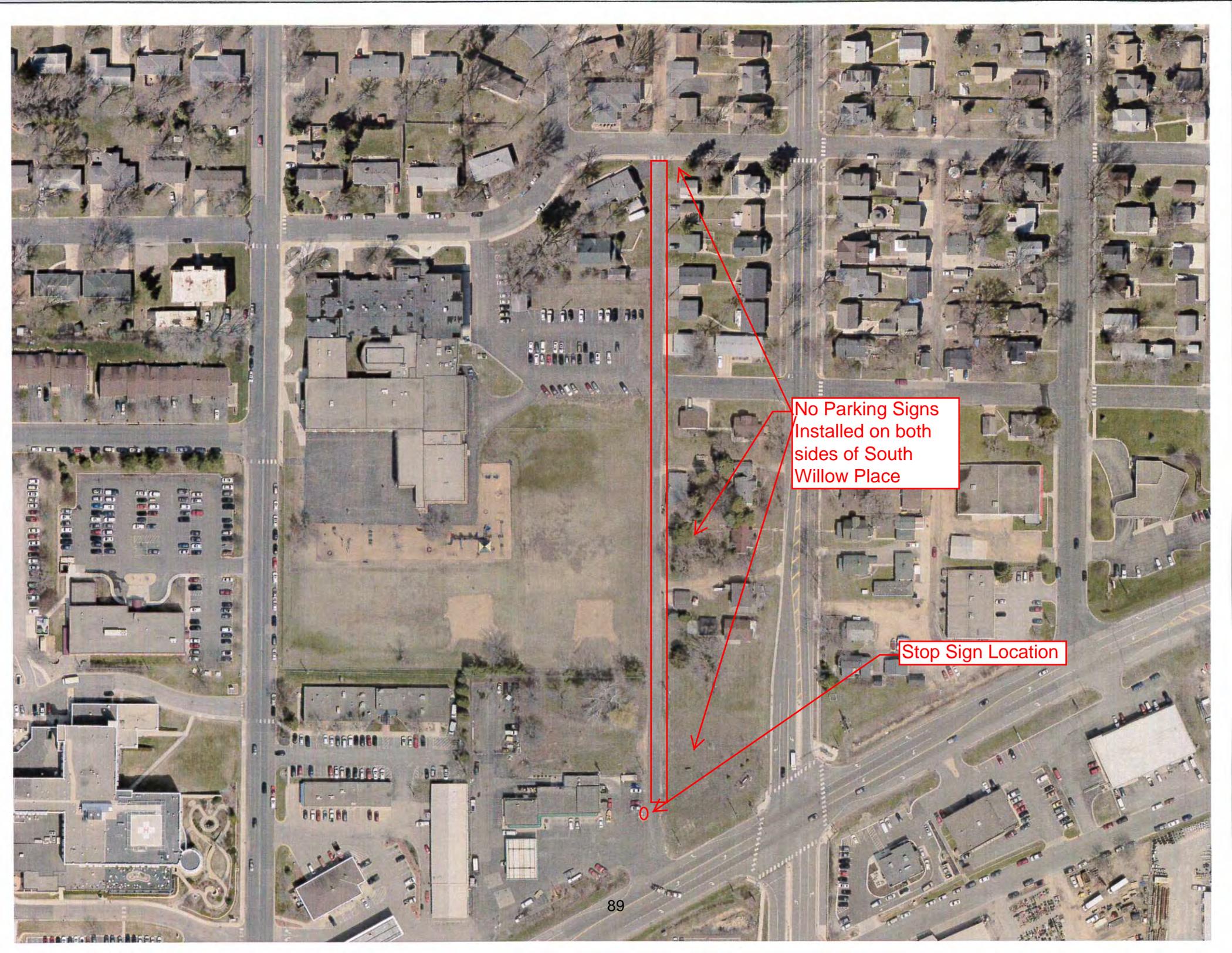
NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of STOP sign & NO PARKING signage on South Willow Place as provided in attachment.

Adopted by the City Council of the City of Waconia this 6th day of June, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

M/ _____	Erickson	_____
	Bloudek	_____
S/ _____	Carrier	_____
	Ayers	_____
	Sanborn	_____



No Parking Signs
Installed on both
sides of South
Willow Place

Stop Sign Location



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	June 6, 2016
Item Name:	Authorize City Engineer Consultant to Expedite CSAH 10 Trail Permit Correspondence Letter Regarding Variance of Trail Placement Within Current County Road Corridor
Originating Department:	Public Services
Presented by:	Craig Eldred, Public Services Director
Previous Council Action (if any):	None

Item Type (X only one):	<input type="checkbox"/> Consent	<input type="checkbox"/> Regular Session	<input checked="" type="checkbox"/> Discussion Session	<input type="checkbox"/>
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RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*

Adopt Resolution 2016-116; Authorize City Engineer Consultant to Expedite CSAH 10 Trail Permit Correspondence Letter Regarding Variance of Trail Placement Within Current County Road Corridor

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*

As City Council members are aware improvements for extending the current Hilks Lake bituminous trail segment connecting Waconia Parkway North and CSAH 10 for north bound pedestrian use to the Regional Trail system was planned within the current 2016 Infrastructure Improvement Project.

Due to extenuating circumstances Carver County Public Works had misplaced the permit application for this proposed improvement and just recently provided comments on the trail improvement project. As a result of their findings Carver County staff desired that the proposed trail be moved outside of the current right of way with a separation of 14.3 lineal feet from the edge of the bituminous turn lane. Current design has the trail 9 feet from the edge of the turn lane. The current design provides a more manageable design, and reduces impacts to private property held by the Hilks Lake Townhome Association, eliminates the need to move XCEL power poles, and construction of approximately 100 plus feet of concrete block wall.

As part of the request we have worked with the Carver County Public Works staff and prepared a letter referencing the issues of moving the trail outside of the right of way, and the impacts to the adjacent HOA. (See Attached) In addition the Public Services Director met with the Hilks Lake homeowners regarding the request of Carver County. The HOA members are currently reluctant to work on acquisition of any right of way, but would be in favor if there were to be intersection improvements in the future. Benefits of the variance include reduce construction costs, waive land acquisition costs, and allow future intersection improvement designs which may negate future trail construction cost of the City.

If an Urban section were constructed in the future at the intersection of Waconia Parkway North and CSAH 10 the current trail alignment would fall into the current county roadway design standards. However, standards could be changed, and additional costs could be assumed due to intersection modifications.

It is staff's desire for the City Council to approve the attached letter as provided to the Carver County Public Works Department detailing the current design issues, and the potential to work with the County on any necessary improvements if this intersection were to be upgraded, or improved in the future.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: PIR Budget</p> <p>Budget Information:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/></td> <td>Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Non Budgeted</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td>Amendment Required</td> </tr> </table>	<input checked="" type="checkbox"/>	Budgeted	<input type="checkbox"/>	Non Budgeted	<input type="checkbox"/>	Amendment Required	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
<input checked="" type="checkbox"/>	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-116**

**RESOLUTION AUTHORIZING APPROVAL OF CITY ENGINEER CONSULTANT TO
EXPEDITE CSAH 10 TRAIL PERMIT CORRESPONDENCE LETTER REGARDING
VARIANCE OF TRAIL PLACEMENT WITHIN CURRENT COUNTY ROAD CORRIDOR**

WHEREAS, one of the City’s Key Outcomes is to “Maintain Multi-Modal Transportation Infrastructure System”; and

WHEREAS, Carver County Public Works recently provided comments regarding the Hilks Lake bituminous trail extension improvement project detailing a need for extending it further away from CSAH 10; and

WHEREAS, a letter has been prepared by the City Engineer Consultant detailing the restraints for extending the bituminous trail further from CSAH 10; and

WHEREAS, future intersection improvements may not warrant the change of distance, and the current Hilks Lake Homeowners Association are willing to work with the City on land acquisition in the future if intersection improvements become warranted; and

WHEREAS, it is staff’s recommendation that the draft letter be allowed to be sent to Carver County Public Works detailing the issues and the fact that necessary improvement items would be addressed in the future upon major intersection improvements if and when they may occur.

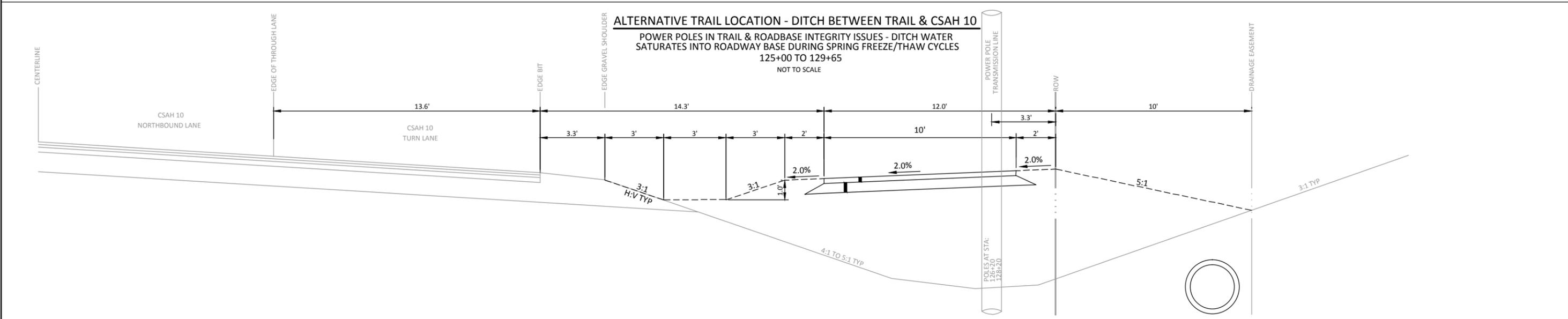
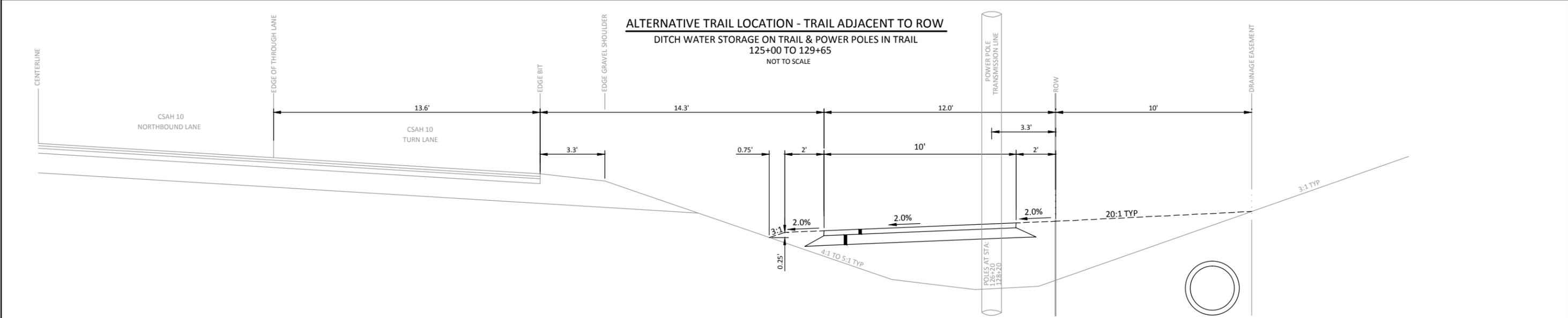
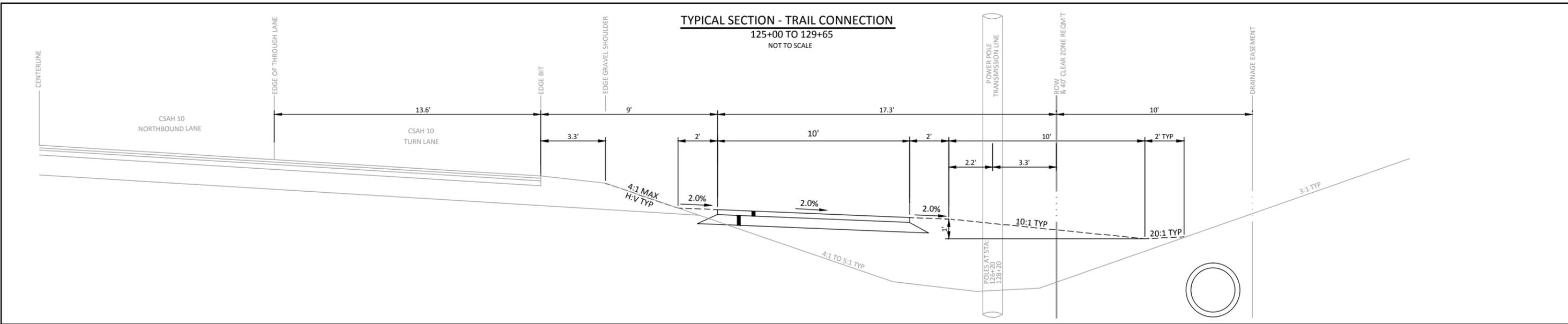
NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of City Engineer Consultant to expedite CSAH 10 trail permit correspondence letter regarding variance of trail placement within current county road corridor.

Adopted by the City Council of the City of Waconia this 6th day of June, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

M/ _____	Erickson	_____
	Bloudek	_____
S/ _____	Carrier	_____
	Ayers	_____
	Sanborn	_____



<p>I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.</p> <p style="text-align: center;"><i>Kenneth Adolph</i></p> <p style="text-align: center;">KENNETH ADOLF LIC. NO. 12048 DATE 5/13/2016</p>	<p>DESIGNED KEA</p> <p>DRAWN A. SELLNER</p> <p>CHECKED KEA</p>	<p>BOLTON & MENK, INC. Consulting Engineers & Surveyors</p> <p>MANKATO, MN FAIRMONT, MN SLEEPY EYE, MN BURNSVILLE, MN WILLMAR, MN CHASKA, MN RAMSEY, MN MAPLEWOOD, MN BAXTER, MN ROCHESTER, MN AMES, IA SPENCER, IA DES MOINES, IA FARGO, ND</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>REV.</th> <th>BY</th> <th>DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	REV.	BY	DATE										<p>CITY OF WACONIA, MINNESOTA</p> <p>2016 INFRASTRUCTURE IMPROVEMENT PROJECT</p> <p>SECTION 5 - CSAH 10 TRAIL CONNECTION</p> <p>TYPICAL SECTION - REVIEW OF ALTERNATIVE TRAIL LOCATIONS</p>	<p>SHEET 1 OF 1</p>
REV.	BY	DATE															

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BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2638 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

Phone (952) 448-8838 • Fax (952) 448-8805

www.bolton-menk.com

June x, 2016

Carver County Public Works Dept.

Attn: Darin Mielke

11360 Highway 212, Suite 1

Cologne, MN 55322

**Re: City of Waconia 2016 Infrastructure Improvements Project
CSAH 10 Trail Permit**

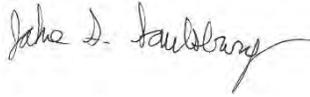
Dear Mr. Mielke:

Please find enclosed for your review and approval a completed permit application and a set of revised project plans for the above referenced project. All previous review comments have been completed with the exception of the relocation of the trail. Also enclosed is a cross section exhibit showing the result of alternative trail locations. To follow is a brief explanation of the cross sections shown on this figure.

1. The top typical section is the trail as designed and shown in the attached plans. This location avoids the power poles and allows for adequate capacity in the ditch outside of the trail. This ditch is able to be contained within the existing D&U easement area and does not affect the existing steep slope.
2. The middle typical section is with the trail relocated to the edge of the right-of-way and approximately matching the existing elevations. This option conflicts with the power poles and does not allow for adequate ditch capacity unless steepening the side slope of the road or allowing water to pond on the trail.
3. The bottom typical section is with the trail relocated to the edge of the right-of-way and elevating it to allow for the construction of the ditch between the trail and the road. This option still conflicts with the power poles and results in significant amount of fill / earthwork.
4. A fourth option showing the trail outside of the power poles is not shown. We have determined that obtaining the necessary easement or right-of-way is not feasible after discussions with the adjacent property owner. Also, this option would result in impacting the existing steep slope resulting in increased grading and retaining wall costs.

Please consider approval of this important trail segment as designed. It is anticipated that this segmented would be reconstructed in the future when highway intersection improvements are completed. Construction of the project is anticipated to begin in July or August. Please let me know if you have any questions or if you require any additional information on this project.

Respectfully Submitted,
BOLTON & MENK, INC.

A handwritten signature in black ink that reads "Jake D. Saulsbury". The signature is written in a cursive style with a long horizontal flourish at the end.

Jake Saulsbury, P.E.

Cc: Craig Eldred, Public Services Director
Jeff Evans, Carver County Public Works

Enclosures