

WACONIA CITY COUNCIL
MEETING AGENDA



MONDAY, December 12, 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

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 December 5, 2016 City Council Meeting Minutes..... 1-2
- 2) Authorize Payment of December 12, 2016 Expenditures 3-6
- 3) Adopt Motion to Approve Pay Estimate No. 7 to Sunram Construction. 7-10
- 4) Adopt Motion to Approve Pay Estimate No. 3 to Minger Construction..... 11-14
- 5) Adopt Motion to Approve Pay Estimate No. 8 to GMH Ashpalt 15-22
- 6) Adopt Motion to Approve Multiple Pay Requests for Grandstand Project..... 23-38
- 7) Adopt Resolution No. 2016-233, Authorize Approval of Turnback Acceptance Agreement..... 39-40
- 8) Adopt Resolution No. 2016-234, Approving the 2017 Prosecution Contract..... 41-61
- 9) Adopt Resolution No. 2016-235, Approving the 2017 Contract for Police Services 62-71
- 10) Adopt Resolution No. 2016-236, Approving the 2017 Pay Plan 72-74
- 11) Adopt Resolution No. 2016-237, Approving Contract for Vending Services 75-80

- 12) Adopt Resolution No. 2016-238, Appointing Fire Department Officers.....81-82
- 13) Adopt Resolution No. 2016-239, Approving Appointments to Planning Commission, Park Board and Commission on Aging (to be presented at meeting)..... 83
- 14) Adopt Ordinance No. 700 Amending Chapter 110 of Waconia City Code84-87

6. COUNCIL BUSINESS

- 1) Adopt Resolution No. 2016-240, Adopting 2017 Budget for all General, Enterprise, Special Revenue, Capital Project and Debt Service Funds88-91
- 2) Adopt Resolution No. 2016-241, Approving the Final Levy Collectable in 201792-93
- 3) Adopt Resolution No. 2016-242, Approving the Proposed Sign Plan for Waconia Crossing Commercial Development 94-103
- 4) Adopt Resolution No. 2016-243, Approving the Hilgers and Tenth Street Preliminary and Final Plats 104-113
- 5) Adopt Resolution No. 2016-244, Approving Purchase of 136 Elm Street South 114-116
- 6) Adopt Resolution No. 2016-245, Approving Deadline Extension for Interim Use Permit..... 117-120
- 7) Adopt Resolution No. 2016-246, Approve Plans & Specifications and Authorize Advertisement for Bid, 2017 Infrastructure Improvement Project 121-123

7. ITEMS REMOVED FROM CONSENT AGENDA

8. STAFF REPORTS

9. BOARD REPORTS

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

10. ANNOUNCEMENTS

11. ADJOURN REGULAR MEETING

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

WORK SESSION: 2017 Legislative Priorities

Following the Work Session, Council and Staff will gather for a Holiday Celebration at 216 Sunset Blvd., Waconia

CALENDAR OF EVENTS/MEETINGS:

December 12	Monday	6:00 p.m.	City Council Meeting
December 23,26	Friday & Monday		Christmas Holiday observed – City Offices Closed
December 30	Friday	Noon	New Year’s Eve observed – City Offices Closed
January 2	Monday		New Year’s Day observed – City Offices Closed
January 9	Monday	6:00 p.m.	City Council Meeting

CITY OF WACONIA
December 5, 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 Mayor Jim Sanborn at 6:00 p.m. The following members were present: Jim Sanborn, Kent Bloudek, Charles Erickson, and Lynn Ayers, Marc Carrier.

Staff Present: Susan Arntz, Lane Braaten, Craig Eldred, Mike Melchert, Ann Meyerhoff, Nicole Lueck.

Visitors: Frank Rief, Rodney Peters, Sharon Montague, Janice Fischer, Michelle Gray, Michael Todd, Christine Austin-Roehler.

Pledge of Allegiance was led by Mayor Sanborn.

ADOPT AGENDA: Resolution No. 2016-231 & 232 were added to the Consent Agenda. Motion by Erickson, seconded by Ayers to adopt the agenda as amended. All present voted aye. **MOTION CARRIED.**

VISTOR'S PRESENTATION: Rodney Peters, 124 N Vine Street came forward and asked Council what was causing a 19% bump in his taxes. Susan Arntz explained that it would be best to address that question after the presentation.

2016 BUDGET & LEVY PUBLIC INFORMATION MEETING: Finance Director, Nicole Lueck presented information regarding the 2017 Proposed Budget and Levy. The Council approved the preliminary levy on September 19th. Tax statements were received by residents from Carver County that were calculated based on the preliminary levy. The total preliminary levy was \$7,225,677 with a tax rate of 52.783%. This was an increase of 7.14% from 2016. The proposed final levy will be approved on December 12, 2016. The total final proposed levy is \$7,225,677 with a Tax Rate of 52.783%. This was an increase of 11.0% from 2016. The City's overall Taxable Market Value increase 2.70% from 2016. This was due in part to increased building activity and improvements to the economy and housing market. The average valued home in Waconia decreased in value approximately 1.90%, the current average valued home is about \$242,300. Ms. Lueck reviewed 6 properties that the City follows tax changes on. There are 3 residential properties and 3 commercial properties. She reviewed each properties market value and total tax bill changes.

In 2017, property taxes on a residence valued at \$242,300 is split as follows: School receives \$708.55, County \$880.47, City \$1,197.47, School EMV \$304.73 and Misc. District, \$98.48. The residential use of City Tax Dollar for 2016 breaks down as follows: Special Debt Levy \$404.13, Safari Island \$50.68, Ice Arena \$71.35, Administrative \$153.96, Capital Equipment \$70.60, Planning & Inspections \$63.02, Fire \$61.02, Law Enforcement \$100.39, Parks \$56.77, Streets \$130.88 and Central Facilities \$34.69. For a Commercial Property with the value of \$1,000,000 the use of City tax dollar for 2017 is as follows; Special Debt Levy \$1,918.49, Safari Island \$240.58, Ice Arena \$338.70, Administrative \$730.88, Capital Equipment \$335.16, Planning & Inspections \$299.19, Fire \$289.67, Law Enforcement \$555.36, Parks \$269.48, Streets \$621.31 and Central Facilities \$164.70. The expenditure summary has total expenditures for 2016 of \$6,073,045 and in 2017, \$6,371,523 with a change of \$298,478. The revenue summary has total revenue for 2016 of \$6,418,166 and in 2017, \$5,866,489 with a decrease of \$551,677. Ms. Lueck stated that the City is budgeted for finish 2016 at 52% fund balance and end 2017 at a 40% fund balance.

In a general overview of changes in the 2017 budget, Ms. Lueck stated that there are no proposed increases in licensing, permit, or administrative fees. An increase is proposed for monthly utility user rates for water rates (\$0.41), sewer rates (\$0.70), storm water rates (\$1.00) and street light rates (\$0.05). There is no increase in water & sewer trunk fees. Safari Island will have 3% increase for all membership types and there will be an increase in ice rental rates for 2017-2018 ice season. On the expenditure side, City Staff is slated to receive a 2.0% cost of living increase and be allowed to move forward in their pay steps by position. There is an increase of about 6% in employee health benefit costs for both city and employees. Additional wages were added for additional public safety staffing. Contractual service costs were increased for Auditing, Assessing, Software license agreements and Legal & engineering services.

Additional revenue changes for 2017 include:

- Estimates established for building permit activity based on upcoming projects and development items.
- Loss of about \$90,000 in local government aid in 2017.
- Increased transfer to Capital Equipment fund for equipment replacement needs(\$100,000).

CITY OF WACONIA
December 5, 2016

- Decreased transfers to Safari Island Community Center and Ice Arena for operations (\$53,000).
- Added transfer to PIR Capital Project fund for technology and software upgrade needs in 2017(\$67,000).
- Continued capital improvements and replacement work throughout the City in 2017.

Ms. Lueck stated that a summary budget by funds and departments will be on the City website.

Susan Arntz addressed Mr. Peters and he stated that he would call Ms. Lueck to discuss further.

ADOPT CONSENT AGENDA

- 1) Approve November 21, 2016 City Council Meeting Minutes.
- 2) Authorize Payment of December 5, 2016 Expenditures.
- 3) Adopt Motion to Approve Pay Request No. 1 to Peterson Companies.
- 4) Adopt Motion to Approve Pay Request No. 5 to Shaw Construction.
- 5) Adopt Motion to Approve Pay Request No. 13 to GMH Asphalt.
- 6) Adopt Motion Approving 2017 Council Meeting Schedule.
- 7) Adopt Resolution No. 2016-229, Supporting a Fastlane Grant Application for Highway 212 Improvements.
- 8) Adopt Resolution No. 2016-230, Approving Carver County GIS Specialist Position Agreement 2017.
- 9) Adopt Resolution No. 2016-231, Approving Temporary On-Sale Liquor License, J Carver Distillery.
- 10) Adopt Resolution No. 2016-232, Authorizing Amendment to Capital Improvement Project.

Motion by Ayers seconded by Bloudek to Adopt the Consent Agenda as amended. All present voted aye. **MOTION CARRIED.**

COUNCIL BUSINESS: None

ITEMS REMOVED FROM CONSENT AGENDA: None

STAFF REPORTS: Ms. Arntz gave an update on Park Board and Commission on Ageing interviews. Lane Braaten gave an update on 132 5th Street East.

BOARD REPORTS:

Councilmember Erickson – No Report

Councilmember Bloudek – Attended the Park Board Meeting December 1st to discuss the budget.

Councilmember Carrier – Busy with Board appointments. CIP meeting on December 7 at 6:30 a.m.

Councilmember Ayers – No Report

Mayor Sanborn – Attended the Planning Commission meeting. Medication take back program has collected over 4 tons of expired medication since the program has begun.

ANNOUNCEMENTS: Winter Parking is in effect.

ADJOURN:

Motion by Erickson, seconded by Carrier to adjourn the meeting at 6:47 p.m. All present voted aye. MOTION CARRIED

James P Sanborn, Mayor

ATTEST: _____
Ann Meyerhoff, Office Assistant

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

Nicole Lueck, Finance Director

12/7/2016
Date

**CITY OF WACONIA
Council List-Expenditures
Meeting: December 12, 2016**

Vendor Name	Description	Amount	Fund/Department
ALLSTATE	Premiums 11/22/16	\$135.64	Personnel Liabilities
AMERICAN MAILING MACHINES	Postage Machine Refill 11/2016	\$500.00	Split: Administration, Water, Sewer
AUBURN HOMES	TIF Note #2 - 2016	\$66,770.97	TIF #2 - Auburn Meadows
BARNHART, BENJAMIN AND JENNIFER	Refund Utility Overpayment	\$97.91	Water
BLANCHFIELD, MIKE	2016 Planning Commission Meetings	\$275.00	Administration
BRENNY, ANDREW	Refund Utility Overpayment	\$44.68	Water
CENTERPOINT MINNEGASCO	Natural Gas Service 09/2016	\$1,166.20	Split: Central Facilities, Water, Sewer, Storm Water, Street Light, Ice Arena
COVERALL OF THE TWIN CITIES	CH Cleaning 12/2016	\$882.00	Central Facilities
COVERALL OF THE TWIN CITIES	FS Cleaning 12/2016	\$165.00	Central Facilities
COVERALL OF THE TWIN CITIES	Library Cleaning 12/2016	\$454.00	Central Facilities
COVERALL OF THE TWIN CITIES	PW Cleaning 12/2016	\$621.00	Central Facilities
EFTPS	Federal Taxes - Fire Pay 10/16	\$1,122.31	Personnel Liabilities
EFTPS	Federal Taxes - Pay 22-2016	\$18,038.32	Personnel Liabilities
EFTPS	Federal Taxes - Pay 23-2016	\$16,817.25	Personnel Liabilities
EFTPS	Federal Taxes - Supplemental	\$6,190.19	Personnel Liabilities
FEIST, NIK	2016 Park Board Meetings	\$200.00	Administration
FERN THURK TRUST	Refund Utility Overpayment	\$11.02	Water
FESTIN, SCOTT	2016 Park Board Meetings	\$225.00	Administration
FRAZER, SCOTT	Refund Utility Overpayment	\$97.26	Water
GOPHER STATE ONE-CALL, INC.	Utility Locate Tickets 11/2016	\$268.65	Split: Water, Sewer
GOULD, MARLYS	Refund Utility Overpayment	\$13.77	Water
GOVDEALS, INC.	Listing Admin Fee - Lost/Found	\$5.00	Administration
GROHMANN, ROBERT	2016 Planning Commission Meetings	\$175.00	Administration
HAUGO GEOTECHNICAL SERVICES, LLC	TH 5 Soil Sampling	\$1,096.00	PIR
HEALTH PARTNERS	Medical/Dental Premiums 12/16	\$29,551.59	Personnel Liability
HEANEY, HELENE	Refund Utility Overpayment	\$4.89	Water
HEBEISEN, STEVE	2016 Planning Commission Meetings	\$225.00	Administration
KELCHNER, DONALD	Refund Utility Overpayment	\$23.68	Water
KLEIN BANK	EE HSA Liability - Pay 22-2016	\$1,881.15	Personnel Liabilities
KLEIN BANK	EE HSA Liability - Pay 23-2016	\$2,221.15	Personnel Liabilities
KLEIN BANK	ER HSA Liability - Pay 22-2016	\$1,649.96	Personnel Liabilities
KLEIN BANK	ER HSA Liability - Pay 23-2016	\$1,523.04	Personnel Liabilities
KOCH, BRIAN	SW/Roadway Easements-17 Recon	\$8,510.00	Storm Water
KULBABA, NICOLE	Refund Utility Overpayment	\$57.05	Water
LENZEN, KENNETH	Refund Utility Overpayment	\$26.53	Water
LUDFORD, JAMES	2016 Park Board Meetings	\$225.00	Administration
LUEDLOFF, LEROY	Refund Utility Overpayment	\$82.85	Water
MARCO INC	CH Printer Lease 10/2016	\$593.64	Central Facilities
MARCO INC	Firewall Filter - IT Support	\$370.00	Technology
MECHTEL, NATE AND MAUREEN	Refund Utility Overpayment	\$10.20	Water
MEISCH, JOHN	2016 Planning Commission Meetings	\$300.00	Administration
MET COUNCIL ENVIRON. - SAC	SAC Report 11/2016	\$2,460.15	Sewer
METRO WEST INSPECTION SERVICES, INC.	Building Inspections 10/2016	\$29,060.95	Building Inspections
MEUWISSEN, GARY	SW/Roadway Easements-17 Recon	\$8,510.00	Storm Water
MN DEPT OF REVENUE	Sales Tax Liability 10/2016	\$1,535.00	Sales Tax Liability
MN DEPT OF REVENUE	State Taxes - Fire Pay 10/2016	\$39.64	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Pay 22-2016	\$3,024.79	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Pay 23-2016	\$2,778.76	Personnel Liabilities
MN DEPT OF REVENUE	State Taxes - Supplemental	\$1,124.47	Personnel Liabilities
MUELLER & SONS, INC.	Asphalt - Sewer Dig/Trail Imprv	\$7,814.83	Split: Parks, Sewer
MWF PROPERTIES	TIF Note #2 - 2016	\$19,648.05	TIF #1 - Workforce Housing Fund
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 22-2016	\$105.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 22-2016	\$1,345.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 23-2016	\$105.00	Personnel Liabilities
NATIONWIDE RETIREMENT SOLUTION	EE Retirement - Pay 23-2016	\$1,495.00	Personnel Liabilities
NORDIC PROPERTIES LLC	TIF Note #2 - 2016	\$11,212.08	TIF #4 - Pine Business Park
NORTHLAND LINING	I & I Reduction Program	\$26,716.00	Sewer
OSMUNDSON, DON	2016 Planning Commission Meetings	\$275.00	Administration
PERA	EE/ER Retirement - Pay 22-2016	\$10,309.55	Personnel Liabilities
PERA	EE/ER Retirement - Pay 23-2016	\$9,817.76	Personnel Liabilities
PUHL, DAVID	2016 Park Board Meetings	\$200.00	Administration
RINK MANAGEMENT SERVICES	SI AP/AR Reimburse 10/2016	\$45,247.21	Safari Island
SCHAEFER HALLEEN, LLC	Legal Fees - Smith Severance	\$11,995.50	Administration
SECURITY BANK WACONIA	TIF/Tax Abatement #2 - 2016	\$8,155.07	Split: TIF #3 - Cherry Street, Administration

**Council List-Expenditures
Meeting: December 12, 2016**

Vendor Name	Description	Amount	Fund/Department
SIMPLEX GRINNELL	FS Alarm Contract - 2017	\$619.00	Central Facilities
STIFTER, ANDREW	2016 Park Board Meetings	\$100.00	Administration
TEREAU, TODD & HEIDI	Refund Utility Overpayment	\$40.86	Water
TOLLEFSRUD, MIKE & LAURA	Refund Utility Overpayment	\$41.32	Water
UNITED FARMERS COOP - WACONIA FARM SUPPLY	BPP Grandstand Prj Materials	\$115.20	PIR
US BANK CORPORATE PAYMENT SYSTEMS	10/11/16 - 11/10/16 Purchasing Card Transactions	\$130,893.17	
A.M. LEONARD	Winter Markers/Equipment	\$575.34	Parks
A.M. LEONARD	Winter Markers/Equipment	\$634.51	Parks
ALEX AIR APPARATUS, INC	SCBA Annual Air Testing	\$619.00	Fire
ALLSTATE SALES & LEASING	#1017 Wheel Cover	\$42.60	Fire
AMERICAN PUBLIC WORKS ASSOCIATION	APWA Membership	\$1,036.50	Streets
ARROWWOOD RESORT & CNF CNT	Conference Lodging - Hillstrom	\$228.00	Fire
ASSOCIATED MECHANICAL CONTRACTORS, INC.	CH Roof Repair	\$500.46	Central Facilities
BARNUM GATE SERVICES, INC.	Equipment Gate Openers	\$434.66	Streets
BATTERIES PLUS BULBS	CO/Smoke Detector Batteries	\$334.80	Fire
BATTERY INTERNATIONAL	Gate Opener Batteries	\$44.85	Streets
BIFFS, INC.	Portable Sanitation 10/2016	\$1,398.25	Parks
BROCK WHITE CO	Drain Tile Fabric - Trail Imprv	\$825.91	Parks
BUSINESS IMPACT GROUP, LLC	Utility Billing Envelopes	\$0.04	Split: Water, Sewer
BUSINESS IMPACT GROUP, LLC	Utility Billing Envelopes	\$1,140.50	Split: Water, Sewer
CAR-CO AUTO PARTS CO.	#1017/#1019 Wiper Blades	\$66.04	Fire
CAR-CO AUTO PARTS CO.	#155 Fuel Filters	\$18.70	Storm Water
CAR-CO AUTO PARTS CO.	#157 Filter/Battery Cable Part	\$14.06	Parks
CAR-CO AUTO PARTS CO.	#157 Solenoid	\$5.30	Parks
CAR-CO AUTO PARTS CO.	#161/#134 Oil Filter/Markers	\$26.20	Streets
CAR-CO AUTO PARTS CO.	#32 Oil/Fuel/Coolant Filter	\$90.61	Streets
CAR-CO AUTO PARTS CO.	#37 Front Suspension Parts	\$78.24	Streets
CAR-CO AUTO PARTS CO.	#38 Fuel/Air Filters	\$92.12	Streets
CAR-CO AUTO PARTS CO.	#50 Oil Filter	\$4.35	Water
CAR-CO AUTO PARTS CO.	#8013 Break Away Switch/Cords	\$25.21	Streets
CAR-CO AUTO PARTS CO.	Mower Repair Parts	\$69.41	Parks
CINTAS	PW First Aid Supplies 10/2016	\$42.52	Streets
CLAREY'S SAFETY EQUIPMENT	Oxygen Sensor Replacements	\$310.31	Fire
DELTA AIRLINES	Baggage Fee - Morse	\$25.00	Fire
DOLLAR TREE STORES INC	Table Covers - Elections	\$18.00	Administration
DROP-N-GO SHIPPING	UB Processing Fees 10/2016	\$115.28	Split: Water, Sewer
ECM PUBLISHERS INC	Publishing Fees 09/2016	\$315.90	Split: Administration, PIR
ECM PUBLISHERS INC	Publishing Fees 10/2016	\$184.68	Split: Administration, Planning
ELECTRIC PUMP, INC.	Hwy 284 LS Repair	\$1,998.58	Sewer
ELECTRIC PUMP, INC.	Pheasant Ridge LS Repair	\$476.10	Sewer
ELECTRIC PUMP, INC.	Sierra/L52/PR LS Repairs	\$19,319.86	Sewer
EMERGENCY AUTOMOTIVE TECH INC	Tower 11 Light Replacement	\$70.00	Fire
EROSION PRODUCTS, LLC	BPP Grandstand Straw Blanket	\$344.00	PIR
EROSION PRODUCTS, LLC	Sales Tax Refund	-\$16.84	PIR
EROSION PRODUCTS, LLC	TH 5 Straw Blanket	\$170.00	PIR
EROSION PRODUCTS, LLC	TH 5 Straw Blanket	\$261.84	PIR
EROSION PRODUCTS, LLC	TH 5 Straw Blanket	\$775.00	PIR
ESS BROTHERS & SONS INC.	I&I Manhole Chimney Sealing	\$14,875.00	Sewer
EVERSON HARDWARE HANK	#53 Tools	\$14.41	Sewer
EVERSON HARDWARE HANK	BPP Keys	\$9.00	Water
EVERSON HARDWARE HANK	Brine Maker Repair Supplies	\$13.22	Streets
EVERSON HARDWARE HANK	Fitting - Sewer Svc Line Rpr	\$9.98	Sewer
EVERSON HARDWARE HANK	Internal Couplings	\$25.55	Storm Water
EVERSON HARDWARE HANK	WTP Couplers	\$5.73	Water
FASTENAL INDUSTRIAL & CONST	#51 Clevis Lifts	\$22.00	Sewer
FASTENAL INDUSTRIAL & CONST	#53 Cordless Tools	\$1,140.95	Sewer
FASTENAL INDUSTRIAL & CONST	Battery - Rigid Locator	\$5.64	Water
FASTENAL INDUSTRIAL & CONST	Connectors/Bolts/Drill Bits	\$207.30	Sewer
FASTENAL INDUSTRIAL & CONST	Park Bench Bolts/Gloves	\$28.40	Parks
FASTENAL INDUSTRIAL & CONST	Supplies - Reuse Bldg	\$3.98	Storm Water
FASTENAL INDUSTRIAL & CONST	Tapcon Driver System	\$35.08	Streets
FASTENAL INDUSTRIAL & CONST	Vending Safety Equipment 10/16	\$83.45	Water
FASTENAL INDUSTRIAL & CONST	Water Repair Supplies	\$17.28	Water
FERGUSON WATERWORKS #2516	Resale Meters	\$3,317.77	Water
FRANKLIN PRINTING	Colored Paper - Parking Notice	\$5.87	Administration
G&K SERVICES	CH Restrooms/Mats 10/2016	\$106.22	Central Facilities
G&K SERVICES	PW Uniforms 10/2016	\$371.35	Split: Streets, Parks, Water, Sewer, Storm Water, Street Light
GFOA	GFOA Conference - Lueck	\$700.00	Finance
GILLUND ENTERPRISES	Brake/Rust Cleaner	\$522.76	Streets
GOPHER SIGN COMPANY	Street Signs - 2016 Recon Prj	\$6,746.32	PIR
GRAINGER, INC.	BPP Grandstand Prj Materials	\$3,478.23	PIR

Council List-Expenditures
Meeting: December 12, 2016

Vendor Name	Description	Amount	Fund/Department
HACH COMPANY	Water Testing Accuvacs	\$218.51	Water
HOLIDAY INN EXPRESS	Conference Lodging - Hillstrom	\$334.84	Fire
HOLIDAY INN EXPRESS	Conference Lodging - Morse	\$334.84	Fire
HYDRO ENGINEERING	#51 Pump Operation Pipe Fit	\$152.00	Sewer
INTERSTATE BATTERY SYSTEMS	#157/#158 Batteries	\$290.85	Parks
INTERSTATE BATTERY SYSTEMS	#159 Battery Replacement	\$100.95	Parks
INTERSTATE BATTERY SYSTEMS	#44 Battery Replacement	\$142.94	Sewer
LANO EQUIPMENT	RLP Equipment Rental	\$1,288.50	PIR
LANO EQUIPMENT	Skid Load Rental - Trail Imprv	\$900.00	Parks
LANO EQUIPMENT	Skid Loader Rental - HLP	\$2,400.00	PIR
LAWSON PRODUCTS INC	Equipment Maintenance Supplies	\$652.91	Streets
LENZEN CHEVROLET-BUICK, INC.	#23 Tire Replacement/HVAC Rpr	\$886.10	Fire
LENZEN CHEVROLET-BUICK, INC.	C-12 Floor Mats	\$116.49	Capital Equipment
MACKENTHUN'S COUNTY MARKET	Beverages - Election Judges	\$10.64	Administration
MACKENTHUN'S COUNTY MARKET	Maintenance Training-Beverages	\$13.18	Streets
MACKENTHUN'S COUNTY MARKET	Meals - Election Judges	\$48.46	Administration
MACQUEEN EQUIPMENT, INC.	#500 Coolant Hose Repair	\$150.20	Storm Water
MAYER LUMBER COMPANY	BPP Grandstand Prj Materials	\$180.58	PIR
MAYER LUMBER COMPANY	Clearwater Shores Garage Truss	\$8,960.84	Clearwater Shores
MAYER LUMBER COMPANY	Clearwtr Shore Garage Material	\$473.18	Clearwater Shores HIA
MAYER LUMBER COMPANY	Clearwtr Shore Garage Material	\$1,678.20	Clearwater Shores HIA
MAYER LUMBER COMPANY	Clearwtr Shore Garage Material	\$12,419.47	Clearwater Shores HIA
MAYER LUMBER COMPANY	Concrete Forms	\$21.58	Streets
MAYER LUMBER COMPANY	Key Safe (2)	\$70.98	Fire
MELCHERT HUBERT SJODIN, PLLP	City Legal Fees 09/2016	\$12,703.17	Split: Administration, PIR, Revolving Loan Fund
MENARDS	RLP Shelter Insulation	\$653.83	PIR
MISCO REFRACTOMETER	Brine Calibration Test	\$134.75	Streets
MN FIRE SVC CERT BOARD	FF Recertification Fees	\$458.34	Fire
MN PIPE & EQUIP	BPP Grandstand Water Svc Line	\$226.52	PIR
MN PIPE & EQUIP	Fountain Park Wall Supplies	\$1,565.45	Storm Water
MN PIPE & EQUIP	Stormwater Pipe/Sewer Supplies	\$3,212.75	Split: Storm Water, Sewer
MN VALLEY ELECTRIC COOP	Electric Service 10/2016	\$1,761.21	Split: Sewer, Street Light
MN VALLEY TESTING LABS	Fountain Park Water Testing	\$146.25	Storm Water
MOCHA MONKEY COFFEE	Beverages - Election Judges	\$91.70	Administration
MUNICIPAL EMERGENCY SERVICES	Uniform Alteration	\$49.72	Fire
NEWMAN SIGNS	Road Sign Parts	\$217.26	Streets
ORGANICS RECYCLING FACILITY	Top Soil Compost Blend	\$98.00	Parks
PINE PRODUCTS	Pheasant Ridge LS Edging Stake	\$112.00	Sewer
PINE PRODUCTS	Pheasant Ridge LS Mulch	\$84.00	Sewer
PINE PRODUCTS	Pheasant Ridge LS Mulch	\$244.00	Sewer
PINE PRODUCTS	RLP Black Dirt - Shelter Pad	\$198.00	PIR
PRECISE MRM LLC	Vehicle Data Charge 09/2016	\$262.88	Streets
PUMP & METER SERVICE	Repair Fuel Island Gauge	\$53.53	Streets
RANDY'S SANITATION	CH Shredding Service 11/2016	\$18.88	Central Facilities
RIDGEVIEW CLINICS	Medical Testing - 1 FF	\$444.00	Fire
RIDGEVIEW MEDICAL CENTER	Medical Testing - 1 FF	\$435.00	Fire
SENSIBLE LAND USE COALITION	Land Use Training - Braaten	\$50.00	Planning
STAPLES OFFICE SUPPLIES	Magnetic Tape	\$5.98	Parks
STAPLES OFFICE SUPPLIES	PW Business Card Stock	\$24.76	Parks
STAPLES OFFICE SUPPLIES	Utilities Manila Tags	\$73.65	Water
STATE CHEMICAL SOLUTIONS	SE Area LS Controls	\$1,668.22	Sewer
STORMS WELDING & MFG INC	Vent Metal - Reuse Building	\$41.68	Storm Water
SUBWAY	Maintenance Training-Meals	\$76.95	Streets
SUPERSHUTTLE	VCOS Conference Shuttle	\$41.00	Fire
TARGET	Beverages - Election Judges	\$48.98	Administration
TARGET	Meals - Election Judges	\$5.22	Administration
TIMBERWALL LANDSCAPING, INC.	Sealer/Dead Blow Hammer	\$220.54	Parks
TWIN CITY GARAGE DOOR CO	Old PW Door Repair	\$1,111.00	Central Facilities
TWIN CITY SEED COMPANY	RLP Seed - Shelter Install	\$522.50	PIR
TWIN CITY SEED COMPANY	TH 5 Blvd Grass Seed	\$825.00	PIR
U.S. HEALTH WORKS MEDICAL GROUP OF MN	Medical Testing - 1 FF	\$31.00	Fire
U.S. HEALTH WORKS MEDICAL GROUP OF MN	Vaccination - 1 EE	\$110.00	Parks
U.S. HEALTH WORKS MEDICAL GROUP OF MN	Vaccination - 1 EE	\$110.00	Split: Water, Sewer
UNITED FARMERS COOP - WACONIA FARM SUPPLY	#137 Recoil Replacement	\$9.80	Parks
UNITED FARMERS COOP - WACONIA FARM SUPPLY	#44 String Line	\$7.59	Water
UNITED FARMERS COOP - WACONIA FARM SUPPLY	#51 Spare Keys	\$4.58	Sewer
UNITED FARMERS COOP - WACONIA FARM SUPPLY	#6008 Belt/Air Filter	\$80.40	Streets
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Asphalt Hot Box Burner Repair	\$206.00	Streets
UNITED FARMERS COOP - WACONIA FARM SUPPLY	BPP Grandstand Prj Materials	\$35.98	PIR
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Brine Maker Repair Supplies	\$5.53	Streets
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Cedar Fencing Deck Screws	\$6.79	Parks

Council List-Expenditures
Meeting: December 12, 2016

Vendor Name	Description	Amount	Fund/Department
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Diesel Sprayer - Hot Box	\$16.95	Streets
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Drain Tile Repair Supplies	\$33.96	Storm Water
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Equipment Rental - Trail Imprv	\$265.00	Parks
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Excavator Rental - CH Generator	\$212.00	Capital Equipment
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Excavator Rental - Trail Imprv	\$265.00	Parks
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Excavator Rental - Trail Imprv	\$265.00	Parks
UNITED FARMERS COOP - WACONIA FARM SUPPLY	FS Restroom Repair Supplies	\$31.98	Fire
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Glass Cleaner - Shop Use	\$14.00	Streets
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Parks Fencing/Anti-Freeze	\$10.77	Parks
UNITED FARMERS COOP - WACONIA FARM SUPPLY	PW Light Bulbs	\$58.96	Streets
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Retaining Wall Cap Glue - HLP	\$32.95	PIR
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Return - Brilliant Seeder Rent	-\$222.60	PIR
UNITED FARMERS COOP - WACONIA FARM SUPPLY	TH 5 Brillion Seeder Rental	\$159.00	PIR
UNITED FARMERS COOP - WACONIA FARM SUPPLY	TH 5 Seeder Rental	\$667.80	PIR
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Tiller Rental - Community Gard	\$185.50	Parks
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Vent Install Caulk - Reuse Bld	\$1.50	Storm Water
UNITED FARMERS COOP - WACONIA FARM SUPPLY	Vent Installation - Reuse Bldg	\$13.97	Storm Water
UNIVERSITY OF MINNESOTA	STW Mgmt Training - Braaten	\$75.00	Planning
UPS STORE	Water Sample Mailing	\$12.35	Water
USPS	UB Add Svc Requests 09/16	\$24.51	Sewer
USPS	UB Add Svc Requests 10/16	\$1.71	Sewer
VERIZON WIRELESS	City Air Card Service 09/2016	\$489.23	Split: Administration, Technology, Fire, Water, Sewer, Streets, Storm Water
VERIZON WIRELESS	City Cell Service 09/2016	\$1,183.73	Split: Fire, Water, Sewer, Parks, Streets, Storm Water, Street Light, Administration, Planning, Technology, Ice Arena, Safari Island
WACONIA CHAMBER OF COMMERCE	Chamber Luncheon 10/2016	\$25.00	Administration
WACONIA FORD	#37 Alignment	\$100.95	Streets
WACONIA FORD	#38 Outsourced Repair	\$2,161.84	Streets
WALGREENS	Hand Sanitizer - Elections	\$4.78	Administration
USPS	UB Mailing 11/2016	\$1,080.97	Split: Water, Sewer
VAN RIPER, RON	Refund Utility Overpayment	\$30.68	Water
VANCO SERVICES	SI Insurance Reimbursement Fees 10/2016	\$55.50	Safari Island
VILMAIN, NATHAN	2016 Planning Commission Meetings	\$250.00	Administration
WACONIA FIRE RELIEF ASSOC-OPERA	Reimburse Beverages-11/26 Call	\$125.60	Fire
WELLS FARGO	CH/SI/PW Printer Lease 10/2016	\$447.66	Split: Safari Island, Central Facilities
WERNER, MIKE OR JOANN	2016 Park Board Meetings	\$225.00	Administration
XCEL ENERGY	10525 10th St Electric 09/2016	\$12.04	Central Facilities
XCEL ENERGY	Electric Service 09/2016	\$33,444.65	Split: Public Safety, Central Facilities, Water, Sewer, Storm Water, Street Light, Ice Arena
		<u>\$533,084.36</u>	

The above bills have been approved for payment at the regular City Council Meeting on December 12, 2016
Authorized and ordered for payment:

Mayor

City Administrator



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016					
Item Name:	Contractor Pay Request #7 – Clearwater Shores Project					
Originating Department:	Finance					
Presented by:	Nicole Lueck, Finance Director					
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.)

Motion to approve Pay Estimate No. 7 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 \$141,394.68 based on the attached request for payment. This payment represents approximately 105.7% of the total approved contract for the project.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: Clearwater Shores HIA Capital Project Fund (420)

Budget Information:

X Budgeted

Non Budgeted

Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission
 Parks and Recreation Board
 Safari Island Advisory Board
 Other



**BOLTON
& MENK**

Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

December 7, 2016

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

**Re: Clearwater Shores Project
Pay Request No. 7**

Dear Ms. Lueck:

Enclosed please find Pay Request No. 7 for work completed from 7/5/2016 to 12/1/2016 on the above referenced project. The work completed includes garage construction and related items.

We have reviewed the estimate, verified the quantities, and recommend the City make payment in the amount of **\$141,394.68** to Sunram Construction. 100% of the project is estimated to be paid from the street fund.

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

Sincerely,

Bolton & Menk, Inc.

Jake S. Saulsbury, P.E.

cc: Craig Eldred, Public Services Director

Enclosure

Contractor: SUNRAM CONSTRUCTION
 Name of Project: CLEARWATER SHORES

Estimate Number: 7
 Application Date: 12/6/2016
 Pay Period: 7/5/16-12/1/16

% COMPLETED AFTER THIS ESTIMATE..... 105.7%

ORIGINAL CONTRACT AMOUNT \$ 613,989.00

CHANGE ORDERS:

No.	Description	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..... \$ 958,551.80
 MATERIALS STORED..... \$ -
 TOTAL COMPLETED AND STORED TO DATE..... \$ 958,551.80
 LESS 5% RETAINAGE..... \$ 47,927.59
 TOTAL EARNED LESS RETAINAGE..... \$ 910,624.21

LESS PREVIOUS PAYMENTS:

Est. No. 1	Amount \$ 109,672.87	Est. No.	Amount \$ -
Est. No. 2	Amount \$ 43,699.15	Est. No.	Amount \$ -
Est. No. 3	Amount \$ 107,354.79	Est. No.	Amount \$ -
Est. No. 4	Amount \$ 128,689.95	Est. No.	Amount \$ -
Est. No. 5	Amount \$ 324,592.52	Est. No.	Amount \$ -
Est. No. 6	Amount \$ 55,220.27	Est. No.	Amount \$ -

Total Previous Payments \$ 769,229.54

AMOUNT DUE THIS ESTIMATE..... \$ 141,394.68

Payment requested by:
 Sunram Construction
 Contractor Representative

Approved and recommended for payment by:
 Bolton & Menk, Inc.
 Project Engineer

By: _____

By: _____

Date: _____

Date: _____

Estimate Number: 7
 Application Date: 12/6/2016
 Period: 7/5/16-12/1/16
 BMI Project Number: C12.107785

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)		
1	MOBILIZATION	1	LUMP SUM	\$60,000.50	\$60,000.50		\$0.00	1.00	\$60,000.50
2	DEMO GARAGES	1	LUMP SUM	\$22,600.00	\$22,600.00		\$0.00	1.00	\$22,600.00
3	REMOVE RETAINING WALL	1,500	SQ FT	\$7.60	\$11,400.00		\$0.00	1,500	\$11,400.00
4	REMOVE BITUMINOUS PAVEMENT	925	SQ YD	\$4.50	\$4,162.50		\$0.00	1,425	\$6,412.50
5	REMOVE CONCRETE APRON	65	SQ FT	\$8.00	\$520.00		\$0.00	110	\$880.00
6	REMOVE CONCRETE SIDEWALK	200	SQ FT	\$4.00	\$800.00		\$0.00	200	\$800.00
7	REMOVE CONCRETE CURB & GUTTER	50	LIN FT	\$16.00	\$800.00		\$0.00	65	\$1,040.00
8	COMMON EXCAVATION (EV)	1,200	CU YD	\$23.00	\$27,600.00		\$0.00	1,411	\$32,453.00
9	REINFORCED SOIL SLOPE FILL BORROW	1	LUMP SUM	\$159,000.00	\$159,000.00		\$0.00	1.30	\$206,700.00
10	2" PE WATER SERVICE PIPE	220	LIN FT	\$90.30	\$19,866.00		\$0.00	222	\$20,046.60
11	CURB STOP	1	EACH	\$940.00	\$940.00		\$0.00	1	\$940.00
12	CONNECT TO EXISTING WATERMAIN	1	EACH	\$4,450.00	\$4,450.00		\$0.00	2	\$8,900.00
13	CONSTRUCT STORM MANHOLE DESIGN 4020	2	EACH	\$7,630.00	\$15,260.00		\$0.00	2	\$15,260.00
14	CONSTRUCT CATCH BASIN DESIGN R-1	2	EACH	\$4,300.00	\$8,600.00		\$0.00	2	\$8,600.00
15	12" RCP STORM SEWER CL. V	230	LIN FT	\$103.00	\$23,690.00		\$0.00	230	\$23,690.00
16	CONNECT TO EXISTING STORM SEWER	1	EACH	\$3,020.00	\$3,020.00		\$0.00	1	\$3,020.00
17	CASTING ASSEMBLY R-1642	2	EACH	\$550.00	\$1,100.00		\$0.00	2	\$1,100.00
18	CASTING ASSEMBLY R-3067-C	2	EACH	\$825.00	\$1,650.00		\$0.00	2	\$1,650.00
19	RETAINING WALL (SMALL BLOCK)	2,500	SQ FT	\$24.55	\$61,375.00		\$0.00	2,624	\$64,419.20
20	CONSTRUCT GARAGE (MATERIALS PROVIDED)	1	EACH	\$68,000.00	\$68,000.00	0.75	\$51,000.00	0.75	\$51,000.00
21	CONCRETE CURB & GUTTER B618	50	LIN FT	\$70.00	\$3,500.00		\$0.00	73	\$5,110.00
22	6" CONCRETE DRIVEWAY APRON	65	SQ FT	\$27.00	\$1,755.00	240	\$6,480.00	360	\$9,720.00
23	6" CONCRETE GARAGE PAD	1,600	SQ FT	\$12.00	\$19,200.00	1,980	\$23,760.00	1,980	\$23,760.00
24	BITUMINOUS PATCH	925	SQ YD	\$40.00	\$37,000.00	300	\$12,000.00	630	\$25,200.00
25	STORM DRAIN INLET PROTECTION	4	EACH	\$250.00	\$1,000.00		\$0.00	0	\$0.00
26	TOPSOIL BORROW 8" (LV)	400	CU YD	\$50.00	\$20,000.00		\$0.00	288	\$14,400.00
27	ARMORMAX EROSION CONTROL SYSTEM	400	SQ YD	\$75.25	\$30,100.00		\$0.00	510	\$38,377.50
28	SEDIMENT CONTROL LOGS	400	LIN FT	\$5.00	\$2,000.00		\$0.00	400	\$2,000.00
29	HYD. MATRIX, TYPE HYD. MULCH W/ SEED MIX 25-152	600	SQ YD	\$6.00	\$3,600.00		\$0.00	600	\$3,600.00
30	PLANTINGS	1	LUMP SUM	\$1,000.00	\$1,000.00		\$0.00	0	\$0.00
EW1	STORM SEWER MANHOLE DEDUCT	1	LUMP SUM	-\$2,500.00	-\$2,500.00		\$0.00	1	-\$2,500.00
EW2	SANITARY SEWER SERVICE REPAIR	1	LUMP SUM	\$8,400.00			\$0.00	1	\$8,400.00
EW3	DRAINTILE	1	LUMP SUM	\$12,900.00			\$0.00	1	\$12,900.00
CO1	HELICAL TIEBACKS	188	LF	\$1,127.00			\$0.00	188	\$211,876.00
CO1	REVISED ENGINEERING	1	LS	\$4,000.00			\$0.00	1	\$4,000.00
EW3	GARAGE PAD EXTRA CLASS 5	1	TON	\$20.00			\$0.00	260	\$5,200.00
EW4	GARAGE AND CONCRETE	1	LUMP SUM	\$22,500.00		1	\$22,500.00	1	\$22,500.00
EW5	GARAGE AND CONCRETE	1	LUMP SUM	\$7,130.00		1	\$7,130.00	1	\$7,130.00
EW6	GARAGE AND CONCRETE	35	LIN FT	\$575.00		28	\$16,100.00	28	\$16,100.00
EW7	GARAGE AND CONCRETE	1	LUMP SUM	\$2,300.00		1	\$2,300.00	1	\$2,300.00
EW8	GARAGE AND CONCRETE	175	SQ FT	\$18.50		409	\$7,566.50	409	\$7,566.50
TOTALS:							\$148,836.50		\$958,551.80



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016
Item Name:	Contractor Pay Request #3-Final – TH 5 Pump Station & Pheasant Ridge Lift Station
Originating Department:	Finance
Presented by:	Nicole Lueck, Finance Director

Previous Council Action (if any):

Item Type (X only one):	Consent	<input checked="" type="checkbox"/>	Regular Session	<input type="checkbox"/>	Discussion Session	<input type="checkbox"/>
--------------------------------	---------	-------------------------------------	-----------------	--------------------------	--------------------	--------------------------

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

Motion to Approve Pay Estimate No. 3-Final to Minger Construction - TH 5 Pump Station & Pheasant Ridge Lift Station

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

Staff has reviewed the contractor pay request for the Trunk Highway 5 Pump Station and Pheasant Ridge Lift Station and recommends payment of \$11,539.14 based on the attached request for payment. This payment represents approximately 100.5% of the total contract.

FINANCIAL IMPLICATIONS: Funding Sources & Uses: Storm Water Utility Fund	ADVISORY BOARD RECOMMENDATIONS: 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	



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

December 4, 2016

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

**Re: TH 5 Pump Station & Pheasant Ridge Lift Station
Payment Request No. 3 - Final**

To Ms. Lueck:

Enclosed please find Payment Request No. 3 - Final for work completed from 10/27/2016 to 11/28/2016 on the above referenced project. The work completed includes all remaining items included in the Pheasant Ridge Lift Station portion of the project and release of all retainage withheld. The project is complete and operational at this time, and all punch list items have been addressed. However, the project close-out paperwork has not yet been received from the contractor. It is recommended this payment be contingent on receiving that paperwork.

We have reviewed the estimate, verified the quantities, and recommend the City make payment in the amount of **\$11,539.14** to Minger Construction Companies, Inc. 100% of this requested payment is for work associated with the sanitary sewer system.

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

Contractor: Minger Construction Companies, Inc. Estimate Number: 3 - Final
 Name of Project: Pheasant Ridge Lift Station Improvements & TH 5 Water Reuse Pump Station Application Date: 11/30/2016
 Pay Period: 10/27/2016-11/29/2016

% COMPLETED AFTER THIS ESTIMATE..... 100.5%

ORIGINAL CONTRACT AMOUNT \$ 208,390.90

CHANGE ORDERS/EXTRA WORK:

No.	Description	Additions	Deductions
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -

TOTAL ADDITIONS..... \$ -
 SUB TOTALS..... \$ 208,390.90
 TOTAL DEDUCTIONS..... \$ -

CONTRACT AMOUNT TO DATE..... \$ 208,390.90

TOTAL COMPLETED TO DATE..... \$ 209,502.72
 MATERIALS STORED..... \$ -
 TOTAL COMPLETED AND STORED TO DATE..... \$ 209,502.72
 LESS 0% RETAINAGE..... \$ -
 TOTAL EARNED LESS RETAINAGE..... \$ 209,502.72

LESS PREVIOUS PAYMENTS:

Est. No. <u>1</u>	Amount \$ <u>71,569.11</u>	Est. No. _____	Amount \$ -
Est. No. <u>2</u>	Amount \$ <u>126,394.47</u>	Est. No. _____	Amount \$ -
Est. No. _____	Amount \$ -	Est. No. _____	Amount \$ -
Est. No. _____	Amount \$ -	Est. No. _____	Amount \$ -
Est. No. _____	Amount \$ -	Est. No. _____	Amount \$ -
Est. No. _____	Amount \$ -	Est. No. _____	Amount \$ -

Total Estimates \$ 197,963.58

AMOUNT DUE THIS ESTIMATE..... \$ 11,539.14

Payment requested by:
 Minger Construction Companies, Inc.
 Contractor Representative
 By: [Signature]
 Date: 11-29-16

Approved and recommended for payment by:
 Bolton & Menk, Inc.
 Project Engineer
 By: [Signature] PE
 Date: 12/2/2016

Item No.	Description of Work	Original Plan Quantity	Unit of Measure	Bid Price	Original Contract Amount	Current Pay Application		Total Quantity to Date	Total Amount Completed to Date (B x E)
						Quantity this App.	Amount this App. (B x D)		
PART A - PHEASANT RIDGE LIFT STATION									
1	MOBILIZATION	1	LUMP SUM	\$4,700.00	\$4,700.00		\$0.00	1	\$4,700.00
2	TRAFFIC CONTROL	1	LUMP SUM	\$2,235.00	\$2,235.00		\$0.00	1	\$2,235.00
3	EROSION AND SEDIMENT CONTROL	1	LUMP SUM	\$1,450.00	\$1,450.00		\$0.00	1	\$1,450.00
4	REMOVE BITUMINOUS PAVEMENT	80	SY	\$11.70	\$936.00		\$0.00	80	\$936.00
5	CLEARING AND GRUBBING	1	LUMP SUM	\$1,400.00	\$1,400.00		\$0.00	1	\$1,400.00
6	REMOVE 6" DIP FORCEMAIN	61	LF	\$5.70	\$347.70		\$0.00	61	\$347.70
7	REMOVE WETWELL TOP SLAB	1	LUMP SUM	\$1,360.00	\$1,360.00		\$0.00	1	\$1,360.00
8	REMOVE VALVE MANHOLE TOP SLAB	1	LUMP SUM	\$1,360.00	\$1,360.00		\$0.00	1	\$1,360.00
9	REMOVE PLANTINGS AND ROCK MULCH	1	LUMP SUM	\$1,600.00	\$1,600.00		\$0.00	1	\$1,600.00
10	REMOVE CONCRETE CURB	30	LF	\$12.00	\$360.00		\$0.00	30	\$360.00
11	REMOVE EXISTING PUMPS AND PIPING IN WETWELL AND VALVE MANHOLE	1	LUMP SUM	\$3,775.00	\$3,775.00		\$0.00	1	\$3,775.00
12	SALVAGE CATCH BASIN CASTING	1	EA	\$85.00	\$85.00		\$0.00	1	\$85.00
13	TEMPORARY CONSTRUCTION FENCE	250	LF	\$1.75	\$437.50		\$0.00	250	\$437.50
14	8" PVC C900 DR 14 FORCEMAIN	25	LF	\$35.00	\$875.00		\$0.00	20	\$700.00
15	DUCTILE IRON FITTINGS	250	LBS	\$7.50	\$1,875.00		\$0.00	250	\$1,875.00
16	17 POUND ANODE	3	EA	\$220.00	\$660.00		\$0.00	3	\$660.00
17	8" GATE VALVE	1	EA	\$2,500.00	\$2,500.00		\$0.00	1	\$2,500.00
18	CUT-IN CONNECTION TO EXISTING FORCEMAIN	1	LUMP SUM	\$4,550.00	\$4,550.00		\$0.00	1	\$4,550.00
19	BYPASS PUMPING SYSTEM	1	LUMP SUM	\$16,300.00	\$16,300.00		\$0.00	1	\$16,300.00
20	WETWELL AND VALVE MANHOLE STRUCTURE MODIFICATIONS, PIPING AND VALVE CONSTRUCTION, AND PUMPING EQUIPMENT INSTALLATION	1	LUMP SUM	\$90,000.00	\$90,000.00		\$0.00	1	\$90,000.00
21	12" PVC SDR 26 STORM SEWER	20	LF	\$60.00	\$1,200.00		\$0.00	20	\$1,200.00
22	4" PERFORATED TP DRAIN PIPE WITH AGGREGATE	22	LF	\$45.00	\$990.00		\$0.00	22	\$990.00
23	4" TP DRAIN PIPE	15	LF	\$28.00	\$420.00		\$0.00	15	\$420.00
24	CONNECT TO EXISTING STORM SEWER STRUCTURE	1	EA	\$800.00	\$800.00		\$0.00	1	\$800.00
25	CONNECT DRAIN TILE TO STORM SEWER	2	EA	\$225.00	\$450.00		\$0.00	2	\$450.00
26	CATCH BASIN CASTING	1	EA	\$785.00	\$785.00		\$0.00	1	\$785.00
27	SITE GRADING	1	EA	\$3,200.00	\$3,200.00		\$0.00	1	\$3,200.00
28	6" CONCRETE PAD (W/ 6" AGGREGATE BASE CLASS 5)	74	SF	\$26.25	\$1,942.50		\$0.00	90	\$2,362.50
29	8" CONCRETE PAD (W/ 6" AGGREGATE BASE CLASS 5)	120	SF	\$28.20	\$3,384.00		\$0.00	102	\$2,876.40
30	BOLLARD GUARD POST	2	EA	\$1,000.00	\$2,000.00		\$0.00	0	\$0.00
31	3" TYPE 9.5 BITUMINOUS WEAR COURSE FOR DRIVEWAY	40	SY	\$31.30	\$1,252.00		\$0.00	47	\$1,471.10
32	1.5" TYPE 9.5 BITUMINOUS WEAR COURSE	50	SY	\$22.35	\$1,117.50		\$0.00	62	\$1,385.70
33	TYPE 12.5 BITUMINOUS NON-WEAR COURSE	26	TONS	\$135.00	\$3,510.00		\$0.00	13.64	\$1,841.40
34	SELECT GRANULAR BORROW (CV) (P)	10	CY	\$55.00	\$550.00		\$0.00	30	\$1,650.00
35	AGGREGATE BASE, CL. 5	55	TONS	\$44.00	\$2,420.00		\$0.00	45.32	\$1,994.08
36	MOUNTABLE CONCRETE CURB AND GUTTER	35	LF	\$45.00	\$1,575.00		\$0.00	37	\$1,665.00
37	TOPSOIL BORROW (LV)	40	CY	\$16.50	\$660.00		\$0.00	20	\$330.00
38	BIOLOG	75	LF	\$5.60	\$420.00		\$0.00	75	\$420.00
39	STORM DRAIN INLET PROTECTION	2	EA	\$115.00	\$230.00		\$0.00	2	\$230.00
40	HYDRAULIC HYDRONMULCH W/ SEED (MIX 25-151) & TYPE 3 FERTILIZER	200	SY	\$5.60	\$1,120.00	200	\$1,120.00	200	\$1,120.00
EW #2	FORCEMAIN WET TAP	1	LS	\$2,200.00	\$0.00		\$0.00	1	\$2,200.00
EW #3	CHECK VALVE UPGRADE	1	LS	\$551.00	\$0.00		\$0.00	1	\$551.00
EW #4	TOP RISER MODIFICATION	1	LS	\$1,269.04	\$0.00		\$0.00	1	\$1,269.04
PART B - TH 5 WATER REUSE PUMP STATION									
1	MOBILIZATION	1	LUMP SUM	\$3,000.00	\$3,000.00		\$0.00	1	\$3,000.00
2	EROSION AND SEDIMENT CONTROL	1	LUMP SUM	\$450.00	\$450.00		\$0.00	1	\$450.00
3	SITE GRADING	1	LUMP SUM	\$1,450.00	\$1,450.00		\$0.00	1	\$1,450.00
4	RELOCATE EXISTING CATCH BASIN	1	LUMP SUM	\$1,700.00	\$1,700.00		\$0.00	1	\$1,700.00
5	6" HDPE C906, DR 11 PIPE	20	LF	\$30.00	\$600.00		\$0.00	16.5	\$495.00
6	INSTALL DOGLEG PIPE CONNECTION	1	LUMP SUM	\$7,500.00	\$7,500.00		\$0.00	1	\$7,500.00
7	4" PERFORATED TP DRAIN PIPE WITH AGGREGATE	34	LF	\$6.00	\$204.00		\$0.00	45	\$270.00
8	CONNECT DRAIN PIPE TO CATCH BASIN	2	EA	\$250.00	\$500.00		\$0.00	2	\$500.00
9	1.5" PVC SCH. 80 CONDUIT	50	LF	\$10.00	\$500.00		\$0.00	50	\$500.00
10	SELECT GRANULAR BORROW (CV) (P)	26	CY	\$55.00	\$1,430.00		\$0.00	26	\$1,430.00
11	AGGREGATE BASE, CL. 5	50	TON	\$44.00	\$2,200.00		\$0.00	75	\$3,300.00
12	3" TYPE 9.5 BITUMINOUS WEAR COURSE FOR DRIVEWAY	85	SY	\$31.30	\$2,660.50		\$0.00	127	\$3,975.10
13	8" CONCRETE PAD (W/ 6" AGGREGATE BASE CLASS 5)	239	SF	\$28.00	\$6,692.00		\$0.00	239	\$6,692.00
14	INSTALL PUMPING EQUIPMENT AND CONTROLS ENCLOSURE SKID	1	LUMP SUM	\$6,000.00	\$6,000.00		\$0.00	1	\$6,000.00
15	INSTALL CHLORINE FEED EQUIPMENT	1	LUMP SUM	\$4,000.00	\$4,000.00		\$0.00	1	\$4,000.00
16	PIPING TO COMPLETE EQUIPMENT INSTALLATION	1	ALLOWANCE	\$1,500.00	\$1,500.00		\$0.00	1	\$1,500.00
17	STORM DRAIN INLET PROTECTION	2	EA	\$115.00	\$230.00		\$0.00	2	\$230.00
18	TOPSOIL BORROW (LV)	36	CY	\$16.50	\$594.00		\$0.00	0	\$0.00
19	BIOLOG	50	LF	\$5.60	\$280.00		\$0.00	0	\$0.00
20	HYDRAULIC HYDRONMULCH W/ SEED (MIX 25-151) & TYPE 3 FERTILIZER	250	SY	\$5.60	\$1,400.00		\$0.00	0	\$0.00
EW #1	BUILDING MODIFICATION	1	LS	\$668.20	\$668.20		\$0.00	1	\$668.20
PROJECT TOTAL					\$208,390.90		\$1,120.00		\$209,502.72



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016						
Item Name:	Contractor Pay Request #8 - 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. 8 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 \$208,721.04 based on the engineering request for payment. This payment represents approximately 90.5% 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



**BOLTON
& MENK**

Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

December 3, 2016

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

**Re: 2016 Infrastructure Improvement Project
Pay Request No. 8**

Dear Ms. Lueck:

Enclosed please find Pay Request No. 8 for work completed from 10/22/2016 to 11/23/2016 on the above referenced project. The work completed includes payment for driveway construction, sidewalk construction, erosion control, turf restoration, and other misc. items. The payment also includes a reduction of retainage from 5% to 3%.

We have reviewed the estimate, verified the quantities, and recommend the City make payment in the amount of **\$208,721.04** 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. 8						
PROJECT TYPE	TOTAL PAYMENT	STREET	SANITARY	WATERMAIN	STORM	PARK
STREET & UTILITY RECON	\$106,459.47	90%	2%	5%	3%	0%
INTERLAKEN XING & AIRPORT RD	\$57,577.40	91%	5%	3%	1%	0%
MILL & OVERLAY CONSTRUCTION	\$38,233.10	97%	0%	0%	3%	0%
CSAH 10 TRAIL	\$5,314.17	92%	0%	0%	8%	0%
PARK IMPROVEMENTS	\$1,136.90	0%	0%	0%	0%	100%
TOTAL:	\$208,721.04					

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: 8

Application Date: 11/30/2016

Period to: 10/22/2016-11/23/2016

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		\$0.00	1.00	\$95,000.00
2	TRAFFIC CONTROL	1	LUMP SUM	\$36,500.00	\$36,500.00		\$0.00	1.00	\$36,500.00
3	EROSION AND SEDIMENT CONTROL	1	LUMP SUM	\$5,000.00	\$5,000.00		\$0.00	1.00	\$5,000.00
SECTION 2: STREET & UTILITY RECONSTRUCTION									
REMOVALS:									
4	CLEAR AND GRUB TREE ≤12"	7	TREE	\$220.00	\$1,540.00		\$0.00	3	\$660.00
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		\$0.00	2,670	\$14,151.00
7	REMOVE 1" TO 2" WATER SERVICE PIPE	530	LIN FT	\$5.30	\$2,809.00		\$0.00	318	\$1,685.40
8	REMOVE PIPE SEWER (STORM)	580	LIN FT	\$15.80	\$9,164.00		\$0.00	527	\$8,326.60
9	REMOVE PIPE SEWER (SANITARY)	1,500	LIN FT	\$5.30	\$7,950.00		\$0.00	1,400	\$7,420.00
10	REMOVE SANITARY STRUCTURE	7	EACH	\$530.00	\$3,710.00		\$0.00	7	\$3,710.00
11	REMOVE DRAINAGE STRUCTURE	8	EACH	\$265.00	\$2,120.00		\$0.00	8	\$2,120.00
12	REMOVE EX CURB STOP AND SERVICE	8	EACH	\$79.00	\$632.00		\$0.00	8	\$632.00
13	REMOVE HYDRANT WITH VALVE	6	EACH	\$160.00	\$960.00		\$0.00	6	\$960.00
14	REMOVE CONCRETE CURB & GUTTER	7,070	LIN FT	\$3.00	\$21,210.00	9	\$27.00	6,515	\$19,545.00
15	REMOVE CONCRETE DRIVEWAY/WALK	9,080	SQ FT	\$1.10	\$9,988.00	3,683	\$4,051.30	10,525	\$11,577.50
16	REMOVE BITUMINOUS DRIVEWAY & TRAIL PAVEMENT	19,200	SQ FT	\$0.45	\$8,640.00	9,551	\$4,297.95	22,542	\$10,143.90
17	REMOVE BITUMINOUS PAVEMENT	14,700	SQ YD	\$0.80	\$11,760.00		\$0.00	14,663	\$11,730.40
18	HAUL BITUMINOUS MILLINGS TO CITY SHOP (LV)	300	CU YD	\$0.01	\$3.00		\$0.00	300	\$3.00
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	42	\$210.00	210	\$1,050.00
21	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	2,230	LIN FT	\$2.50	\$5,575.00	478	\$1,195.00	1,411	\$3,527.50
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	12	\$36.00	52	\$156.00
ROADWAY CONSTRUCTION:									
24	COMMON EXCAVATION (EV)	10,250	CU YD	\$21.90	\$224,475.00		\$0.00	10,250	\$224,475.00
25	SUBGRADE EXCAVATION (EV)	1,600	CU YD	\$16.00	\$25,600.00		\$0.00	497	\$7,952.00
26	TOPSOIL BORROW (LV)	870	CU YD	\$21.00	\$18,270.00	172	\$3,612.00	1,423	\$29,883.00
26A	GRANULAR BORROW	4,170	CU YD	\$18.35	\$76,519.50		\$0.00	4,170	\$76,519.50
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		\$0.00	14,400	\$18,720.00
30	AGGREGATE SURFACING CLASS 5 (DRIVEWAY)	100	TON	\$30.00	\$3,000.00		\$0.00	18	\$540.00
31	AGGREGATE BASE CLASS 5 (CV)	5,480	CU YD	\$0.01	\$54.80		\$0.00	5,863	\$58.63
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	-26.36	-\$1,390.49	3,080.24	\$162,482.66
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	255	\$13,642.50
37	MODULAR BLOCK RETAINING WALL	1,500	SQ FT	\$22.70	\$34,050.00		\$0.00	1,380	\$31,326.00
38	ADDITIONAL BUSINESS AND DETOUR SIGNAGE	1.00	ALLOWANCE	\$5,000.00	\$5,000.00	0.95	\$4,750.00	6.71	\$33,550.00
EW #3	6' TEMPORARY FENCING	0	LS	\$603.90	\$0.00		\$0.00	1	\$603.90
EW A	RETAINING WALL ADDITIONAL MATERIAL	0	LS	\$3,000.00	\$0.00	0.10	\$300.00	1	\$3,300.00
EW #20	LANDSCAPE AND IRRIGATION	0	LS	\$6,910.00	\$0.00	1.00	\$6,910.00	1	\$6,910.00
EW #21	HOLIDAY STATION ELECTRICAL PRIVATE EXCAVATION	0	LS	\$265.00	\$0.00	1.00	\$265.00	1	\$265.00
UTILITIES:									
39	4" PERF PE EDGE DRAIN	5,900	LIN FT	\$8.00	\$47,200.00		\$0.00	5,860	\$46,880.00
40	6" PERF PE DRAINTILE	100	LIN FT	\$12.00	\$1,200.00		\$0.00	85	\$1,020.00
41	4" PIPE DRAIN CLEANOUT	12	EACH	\$185.00	\$2,220.00		\$0.00	11	\$2,035.00
42	4" PIPE DRAIN CLEANOUT W/ CASTING	3	EACH	\$335.00	\$1,005.00		\$0.00	2	\$670.00
43	6" PIPE DRAIN CLEANOUT	1	EACH	\$300.00	\$300.00		\$0.00	1	\$300.00
44	SUMP PUMP SERVICE LINE CONNECTION	1	EACH	\$400.00	\$400.00	-4	-\$1,600.00	1	\$400.00
45	CONNECT TO EXISTING PIPE DRAIN CLEANOUT	2	EACH	\$200.00	\$400.00	5	\$1,000.00	11	\$2,200.00
46	SAND FILTER BASIN GRADING	1	LUMP SUM	\$1,500.00	\$1,500.00		\$0.00	1	\$1,500.00
47	INFILTRATION MEDIA (CV)	4	CU YD	\$120.00	\$480.00		\$0.00	4	\$480.00
48	FILTER SAND (CV)	16	CU YD	\$100.00	\$1,600.00		\$0.00	16	\$1,600.00
49	RAIN GUARDIAN (INC. CONCRETE BASE SLAB)	1	EACH	\$2,100.00	\$2,100.00		\$0.00	1	\$2,100.00
50	12" RC PIPE SEWER DESIGN 3006 CLASS V	559	LIN FT	\$38.70	\$21,633.30		\$0.00	583	\$22,562.10
51	15" RC PIPE SEWER DESIGN 3006 CLASS V	552	LIN FT	\$39.80	\$21,969.60		\$0.00	432	\$17,193.60
52	18" RC PIPE SEWER DESIGN 3006 CLASS V	597	LIN FT	\$42.30	\$25,253.10		\$0.00	511	\$21,615.30
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	411	\$19,152.60
55	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1	30.10	LIN FT	\$144.00	\$4,334.40		\$0.00	30.10	\$4,334.40
56	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	16.10	LIN FT	\$230.00	\$3,703.00		\$0.00	35.61	\$8,190.30
57	CONSTRUCT DRAINAGE STRUCTURE DES 60-4020	13.40	LIN FT	\$355.00	\$4,757.00		\$0.00	13.40	\$4,757.00
58	CONSTRUCT DRAINAGE STRUCTURE DES 48-4022	74.30	LIN FT	\$230.00	\$17,089.00		\$0.00	51.51	\$11,847.30
59	CONSTRUCT DRAINAGE STRUCTURE DES 60-4022	20.40	LIN FT	\$355.00	\$7,242.00		\$0.00	15.06	\$5,346.30
60	ADJUST STORM STRUCTURE - SPECIAL	1	EACH	\$740.00	\$740.00		\$0.00	1	\$740.00
61	CONNECT TO EXISTING STORM PIPE	8	EACH	\$1,160.00	\$9,280.00		\$0.00	5	\$5,800.00
62	CONNECT TO EXISTING STORM STRUCTURE	1	EACH	\$1,160.00	\$1,160.00		\$0.00	1	\$1,160.00
63	CASTING ASSEMBLY (STORM)	37	EACH	\$690.00	\$25,530.00		\$0.00	37	\$25,530.00

Application Number: 8

Application Date: 11/30/2016

Period to: 10/22/2016-11/23/2016

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)		
64	ADJUST FRAME & RING CASTING (STORM)	1	EACH	\$500.00	\$500.00	1	\$500.00	1	\$500.00
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		\$0.00	14	\$7,420.00
67	HYDRANT	6	EACH	\$3,383.00	\$20,298.00		\$0.00	6	\$20,298.00
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	2	\$600.00
71	6" GATE VALVE AND BOX	7	EACH	\$1,511.00	\$10,577.00		\$0.00	9	\$13,599.00
72	8" GATE VALVE AND BOX	15	EACH	\$2,007.00	\$30,105.00		\$0.00	12	\$24,084.00
73	10" GATE VALVE AND BOX	2	EACH	\$2,748.00	\$5,496.00		\$0.00	2	\$5,496.00
74	TRACER WIRE ACCESS BOX	6	EACH	\$133.00	\$798.00		\$0.00	6	\$798.00
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	2	\$860.00
77	1.5" CORPORATION STOP	2	EACH	\$755.00	\$1,510.00		\$0.00	2	\$1,510.00
78	1" CORPORATION STOP	23	EACH	\$665.00	\$15,295.00		\$0.00	25	\$16,625.00
79	2.0" CURB STOP & BOX	1	EACH	\$794.00	\$794.00		\$0.00	2	\$1,588.00
80	1.5" CURB STOP & BOX	2	EACH	\$702.00	\$1,404.00		\$0.00	3	\$2,106.00
81	1" CURB STOP & BOX	23	EACH	\$530.00	\$12,190.00		\$0.00	25	\$13,250.00
82	6" WATERMAIN DUCTILE IRON CL 52	110	LIN FT	\$41.80	\$4,598.00		\$0.00	140	\$5,852.00
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	299	\$9,568.00
85	8" PVC WATERMAIN C900 DR18	2,500	LIN FT	\$35.00	\$87,500.00		\$0.00	2,437	\$85,295.00
86	10" PVC WATERMAIN C900 DR18	30	LIN FT	\$38.60	\$1,158.00		\$0.00	10	\$386.00
87	1" TYPE K COPPER SERVICE PIPE	520	LIN FT	\$18.25	\$9,490.00		\$0.00	1,141	\$20,823.25
88	1.5" HDPE C901 WATER SERVICE PIPE	50	LIN FT	\$15.60	\$780.00		\$0.00	36	\$561.60
89	2.0" HDPE C901 WATER SERVICE PIPE	40	LIN FT	\$16.15	\$646.00		\$0.00	59	\$952.85
90	CUT-IN VALVE (NOT INCLUDING VALVE)	1	EACH	\$1,583.00	\$1,583.00		\$0.00	2	\$3,166.00
91	CUT IN WATERMAIN TEE (NOT INCLUDING FITTINGS)	3	EACH	\$1,583.00	\$4,749.00		\$0.00	2	\$3,166.00
92	CONNECT TO EXISTING 1.0" WATER SERVICE	23	EACH	\$354.00	\$8,142.00		\$0.00	24	\$8,496.00
93	CONNECT TO EXISTING 1.5" WATER SERVICE	2	EACH	\$430.00	\$860.00		\$0.00	3	\$1,290.00
94	CONNECT TO EXISTING 2.0" WATER SERVICE	1	EACH	\$439.00	\$439.00		\$0.00	2	\$878.00
95	4" POLYSTYRENE INSULATION	14	SQ YD	\$38.00	\$532.00		\$0.00	22	\$836.00
96	PIPE FITTINGS	2,200	POUND	\$5.65	\$12,430.00		\$0.00	2,120	\$11,978.00
97	3 LB ANODE	11	EACH	\$46.40	\$510.40		\$0.00	14	\$649.60
98	9 LB ANODE	12	EACH	\$51.70	\$620.40		\$0.00	9	\$465.30
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		\$0.00	0.95	\$9,220.70
102	TEMPORARY 1.5"/2.0" WATER SERVICE CONNECTION	3	EACH	\$530.00	\$1,590.00		\$0.00	4	\$2,120.00
103	TEMPORARY 6.0"/8.0" WATER SERVICE CONNECTION	4	EACH	\$3,165.00	\$12,660.00		\$0.00	3	\$9,495.00
104	CONNECT TO EXISTING SANITARY PIPE	10	EACH	\$530.00	\$5,300.00		\$0.00	10	\$5,300.00
105	CONNECT TO EXISTING SANITARY MANHOLE	3	EACH	\$1,055.00	\$3,165.00		\$0.00	2	\$2,110.00
106	CONNECT TO EXISTING SEWER SERVICE	7	EACH	\$1,055.00	\$7,385.00		\$0.00	10	\$10,550.00
107	CONSTRUCT SANITARY MANHOLE, 48" DIAMETER	101.00	LIN FT	\$148.00	\$14,948.00		\$0.00	90.55	\$13,401.40
108	OUTSIDE DROP MANHOLE	4.1	LIN FT	\$422.00	\$1,730.20		\$0.00	4.30	\$1,814.60
109	ADJUST FRAME AND RING CASTING (DUCTILE IRON RING INSERT)	5	EACH	\$175.00	\$875.00		\$0.00	2	\$350.00
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	1	\$1,200.00
112	6" PVC PIPE SEWER SERVICE SDR 26	250	LIN FT	\$26.00	\$6,500.00		\$0.00	172	\$4,472.00
113	8" PVC PIPE SEWER SDR 35	1,260	LIN FT	\$39.00	\$49,140.00		\$0.00	1,217	\$47,463.00
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	3	\$3,435.00
116	EXPLORATORY EXCAVATION	30	HR	\$211.00	\$6,330.00		\$0.00	30	\$6,330.00
117	CASTING ASSEMBLY (SANITARY)	16	EACH	\$695.00	\$11,120.00		\$0.00	16	\$11,120.00
118	EXTERNAL CHIMNEY SEAL	21	EACH	\$153.00	\$3,213.00		\$0.00	21	\$3,213.00
EW #1	UTILITY TRENCH BACKFILL MATERIAL	0	LS	\$7,632.08	\$0.00		\$0.00	1	\$8,929.53
	<i>SIDEWALK, DRIVEWAYS, SIGNAGE:</i>								
119	4" CONCRETE WALK	23,200	SQ FT	\$4.10	\$95,120.00	1,720	\$7,052.00	20,860	\$85,526.00
120	6" COLORED CONCRETE	1,850	SQ FT	\$7.90	\$14,615.00	1,832	\$14,472.80	1,832	\$14,472.80
121	6" CONCRETE DRIVEWAY PAVEMENT	2,700	SQ FT	\$5.80	\$15,660.00	12	\$69.60	3,545	\$20,561.00
122	6" CONCRETE DRIVEWAY PAVEMENT - HEAVY DUTY	4,400	SQ FT	\$6.40	\$28,160.00	828	\$5,299.20	1,668	\$10,675.20
123	6" CONCRETE PEDESTRIAN RAMP	3,130	SQ FT	\$8.40	\$26,292.00		\$0.00	1,985	\$16,674.00
124	TRUNCATED DOMES	200	SQ FT	\$44.30	\$8,860.00	40	\$1,772.00	236	\$10,454.80
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		\$0.00	5,016	\$76,494.00
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	48	\$451.20
129	3" TYPE SP 9.5 BITUMINOUS TRAIL PAVEMENT	390	SQ YD	\$28.50	\$11,115.00		\$0.00	404	\$11,514.00
130	3" BITUMINOUS DRIVEWAY PAVEMENT MIX (2,B)	13,100	SQ FT	\$2.00	\$26,200.00	2,030	\$4,060.00	21,183	\$42,366.00
131	HEAVY DUTY BITUMINOUS DRIVEWAY PAVEMENT MIX (2,B)	10,500	SQ FT	\$2.75	\$28,875.00	1,161	\$3,192.75	9,251	\$25,440.25
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	0.5	\$375.00	1.0	\$750.00
EW #19	TEMPORARY BITUMINOUS CURB	0	LUMP SUM	\$540.00	\$0.00	1.0	\$540.00	1	\$540.00

Application Number: 8

Application Date: 11/30/2016

Period to: 10/22/2016-11/23/2016

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)		
EROSION CONTROL AND RESTORATION:									
134	SILT CURTAIN	70	LIN FT	\$22.90	\$1,603.00		\$0.00	100	\$2,290.00
135	SILT FENCE, TYPE PREASSEMBLED	700	LIN FT	\$1.60	\$1,120.00		\$0.00	589	\$942.40
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		\$0.00	46	\$9,200.00
138	SEEDING WITH SEED MIX 33-261	200	SQ YD	\$0.90	\$180.00		\$0.00	406	\$365.40
139	HYDROMULCH TYPE 5 WITH SEED MIX 25-131	770	SQ YD	\$1.45	\$1,116.50	313	\$453.85	313	\$453.85
140	EROSION CONTROL BLANKET CAT 2 WITH SEED MIX 25-131	200	SQ YD	\$1.60	\$320.00	20	\$32.00	331	\$529.60
141	EROSION CONTROL BLANKET CAT 2 WITH SEED MIX 33-261	340	SQ YD	\$1.85	\$629.00	62	\$114.70	62	\$114.70
142	SOD TYPE LAWN	5,000	SQ YD	\$4.75	\$23,750.00	2,657	\$12,620.75	4,458	\$21,175.50
143	ROCK CONSTRUCTION ENTRANCE	100	TON	\$30.00	\$3,000.00		\$0.00	50	\$1,500.00
144	LANDSCAPING	1	ALLOWANCE	\$5,000.00	\$5,000.00		\$0.00	1.00	\$5,000.00
145	IRRIGATION SYSTEM AND ELECTRIC FENCE REPAIR	1	ALLOWANCE	\$12,000.00	\$12,000.00		\$0.00	0.51	\$6,120.00
146	REINSTALL CHAIN LINK FENCE	40	LIN FT	\$5.80	\$232.00	12	\$69.60	52	\$301.60
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	120	\$240.00
159	REMOVE CONCRETE CURB & GUTTER	390	LIN FT	\$7.50	\$2,925.00	83	\$622.50	391	\$2,932.50
160	REMOVE BITUMINOUS PAVEMENT	380	SQ YD	\$4.00	\$1,520.00	146	\$584.00	526	\$2,104.00
161	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	390	LIN FT	\$2.50	\$975.00		\$0.00	58	\$145.00
162	SALVAGE AGGREGATE	660	CU YD	\$13.70	\$9,042.00		\$0.00	660	\$9,042.00
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	1,570	\$3,140.00
ROADWAY CONSTRUCTION:									
165	COMMON EXCAVATION (EV)	1,750	CU YD	\$13.35	\$23,362.50		\$0.00	1,750	\$23,362.50
166	SUBGRADE EXCAVATION (EV)	3,500	CU YD	\$11.10	\$38,850.00		\$0.00	3,565	\$39,571.50
167	COMMON BORROW (LV)	7,618	CU YD	\$0.01	\$76.18		\$0.00	7,618	\$76.18
168	STABILIZING AGGREGATE - SELECT GRANULAR BORROW (CV)	200	CU YD	\$19.95	\$3,990.00		\$0.00	65	\$1,296.75
169	GEOTEXTILE FABRIC TYPE V	6,690	SQ YD	\$1.30	\$8,697.00		\$0.00	6,745	\$8,768.50
170	AGGREGATE SURFACING CLASS 5 (DRIVEWAY)	30	TON	\$30.00	\$900.00	32	\$960.00	32	\$960.00
171	AGGREGATE BASE CLASS 5	3,760	TON	\$15.20	\$57,152.00		\$0.00	3,760	\$57,152.00
172	PLACE SALVAGED AGGREGATE	660	CU YD	\$7.00	\$4,620.00		\$0.00	660	\$4,620.00
173	2" TYPE SP 9.5 WEARING COURSE 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	1,011	\$53,785.20
175	BITUMINOUS LEVELING COURSE OVERLAY TYPE SP 9.5	500	TON	\$61.20	\$30,600.00		\$0.00	487	\$29,804.40
176	1.5" BITUMINOUS WEAR COURSE OVERLAY TYPE SP 9.5	380	TON	\$61.20	\$23,256.00		\$0.00	370	\$22,644.00
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	2,729	\$21,832.00
179	4" PIPE DRAIN CLEANOUT	4	EACH	\$185.00	\$740.00		\$0.00	4	\$740.00
180	CONNECT TO EXISTING FORCEMAIN (SANITARY)	1	EACH	\$4,220.00	\$4,220.00		\$0.00	1	\$4,220.00
181	CONNECT TO EXISTING WATERMAIN	1	EACH	\$791.00	\$791.00		\$0.00	1	\$791.00
182	SALVAGE HYDRANT	1	EACH	\$2,215.00	\$2,215.00		\$0.00	1	\$2,215.00
183	HYDRANT	3	EACH	\$7,596.00	\$22,788.00		\$0.00	4	\$30,384.00
184	HYDRANT EXTENSION (0.5')	1	EACH	\$781.00	\$781.00		\$0.00	7	\$5,467.00
185	ADJUST VALVE BOX	12	EACH	\$300.00	\$3,600.00	2	\$600.00	2	\$600.00
186	6" GATE VALVE AND BOX	4	EACH	\$1,511.00	\$6,044.00		\$0.00	4	\$6,044.00
187	8" GATE VALVE AND BOX	2	EACH	\$2,559.00	\$5,118.00		\$0.00	2	\$5,118.00
188	16" GATE VALVE AND BOX	1	EACH	\$8,028.00	\$8,028.00		\$0.00	1	\$8,028.00
189	TRACER WIRE ACCESS BOX	3	EACH	\$116.00	\$348.00		\$0.00	4	\$464.00
190	16" X 8" WET TAP CONNECTION	2	EACH	\$3,165.00	\$6,330.00		\$0.00	2	\$6,330.00
191	6" WATERMAIN DUCTILE IRON CL 52	60	LIN FT	\$37.00	\$2,220.00		\$0.00	65	\$2,405.00
192	8" PVC WATERMAIN C900 DR18	100	LIN FT	\$30.10	\$3,010.00		\$0.00	60	\$1,806.00
193	16" PVC WATERMAIN C905 DR25	110	LIN FT	\$49.60	\$5,456.00		\$0.00	100	\$4,960.00
194	12" PVC FORCEMAIN C905 DR25	100	LIN FT	\$37.00	\$3,700.00		\$0.00	90	\$3,330.00
195	8" PVC PIPE SEWER SDR 35	230	LIN FT	\$23.00	\$5,290.00		\$0.00	229	\$5,267.00
196	4" POLYSTYRENE INSULATION	70	SQ YD	\$38.00	\$2,660.00		\$0.00	49	\$1,862.00
197	PIPE FITTINGS	940	POUND	\$5.15	\$4,841.00		\$0.00	1,121	\$5,773.15
198	3 LB ANODE	3	EACH	\$46.50	\$139.50		\$0.00	4	\$186.00
199	9 LB ANODE	5	EACH	\$51.70	\$258.50		\$0.00	1	\$51.70
200	TEMPORARY WATER SYSTEM	1	LUMP SUM	\$2,110.00	\$2,110.00		\$0.00	0	\$0.00

Application Number: 8

Application Date: 11/30/2016

Period to: 10/22/2016-11/23/2016

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)		
201	CONNECT TO EX SANITARY MANHOLE (CORE DRILL & BOOT)	2	EACH	\$5,800.00	\$11,600.00		\$0.00	2	\$11,600.00
202	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1	15.00	LIN FT	\$143.50	\$2,152.50		\$0.00	14.78	\$2,120.93
203	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	24.00	LIN FT	\$230.00	\$5,520.00		\$0.00	23.34	\$5,368.20
204	12" RC PIPE SEWER DESIGN 3006 CLASS V	700	LIN FT	\$38.70	\$27,090.00		\$0.00	700	\$27,090.00
205	15" RC PIPE SEWER DESIGN 3006 CLASS V	60	LIN FT	\$40.00	\$2,400.00		\$0.00	60	\$2,400.00
206	15" RC APRON W/ TRASHGUARD	1	EACH	\$475.00	\$475.00		\$0.00	1	\$475.00
207	CASTING ASSEMBLY (STORM)	9	EACH	\$690.00	\$6,210.00		\$0.00	9	\$6,210.00
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	2	\$3,692.00
210	ADJUST FRAME AND RING CASTING (DUCTILE IRON RING INSERT)	3	EACH	\$175.00	\$525.00	8	\$1,400.00	8	\$1,400.00
211	ADJUST CASTING (REMOVE BIT, ADJUST CASTING, PATCH BIT)	3	EACH	\$265.00	\$795.00	2	\$530.00	2	\$530.00
212	EXTERNAL CHIMNEY SEAL	5	EACH	\$153.00	\$765.00	2	\$306.00	2	\$306.00
213	DELETED	6	EACH	\$0.00	\$0.00		\$0.00	0	\$0.00
EW #12	DRAINTILE AT INTERLAKEN CROSSING/CR 59	0	LS	\$1,360.00	\$0.00		\$0.00	1	\$1,360.00
	<i>SIDEWALK, DRIVEWAYS, SIGNAGE:</i>								
214	6" CONCRETE DRIVEWAY PAVEMENT - HEAVY DUTY	1,070	SQ FT	\$6.40	\$6,848.00	1,135	\$7,264.00	1,135	\$7,264.00
215	6" CONCRETE PEDESTRIAN RAMP	1,430	SQ FT	\$8.40	\$12,012.00	1,035	\$8,694.00	1,035	\$8,694.00
216	TRUNCATED DOMES	172	SQ FT	\$44.30	\$7,619.60	120	\$5,316.00	120	\$5,316.00
217	CONCRETE CURB & GUTTER DESIGN B618	3,150	LIN FT	\$14.20	\$44,730.00	83	\$1,178.60	2,683	\$38,098.60
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	135	\$3,024.00	2,046	\$45,830.40
220	WOOD RAIL FENCE	1,080	LIN FT	\$15.00	\$16,200.00	979	\$14,685.00	979	\$14,685.00
	<i>EROSION CONTROL AND RESTORATION:</i>								
221	SILT FENCE, TYPE PREASSEMBLED	2,400	LIN FT	\$1.60	\$3,840.00		\$0.00	2,994	\$4,790.40
222	INLET PROTECTION	9	EACH	\$250.00	\$2,250.00	9	\$2,250.00	9	\$2,250.00
223	ROCK BAG BARRIER	5	EACH	\$10.00	\$50.00		\$0.00	0	\$0.00
224	RIP-RAP CL 3	4.8	CU YD	\$122.00	\$585.60		\$0.00	4.8	\$585.60
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	78	\$124.80
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	3,621	\$6,336.75
229	HYDROMULCH TYPE 5 W/ SEED MIX 25-131, COM TURF	1,350	SQ YD	\$1.45	\$1,957.50		\$0.00	291	\$421.95
230	HYDROMULCH TYPE 5 W/ SEED MIX 25-141, GEN ROADSIDE	2,700	SQ YD	\$1.45	\$3,915.00		\$0.00	4,674	\$6,777.30
231	HYDROMULCH TYPE 5 W/ SEED MIX 35-241, NATIVE GEN ROADSIDE	1,170	SQ YD	\$1.55	\$1,813.50		\$0.00	1,601	\$2,481.55
232	HYDROMULCH TYPE 5 W/ SEED MIX 34-262, NATIVE WET PRAIRIE	1,270	SQ YD	\$1.85	\$2,349.50		\$0.00	1,253	\$2,318.05
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	1,986	\$993.00
236	REMOVE CONCRETE DRIVEWAY PAVEMENT	1,750	SQ FT	\$1.10	\$1,925.00		\$0.00	617	\$678.70
237	REMOVE BITUMINOUS PAVEMENT	1,320	SQ YD	\$3.00	\$3,960.00	733	\$2,199.00	2,265	\$6,795.00
238	REMOVE CONCRETE CURB & GUTTER	2,170	LIN FT	\$6.50	\$14,105.00		\$0.00	2,540	\$16,510.00
239	REMOVE DRAINAGE STRUCTURE	6	EACH	\$265.00	\$1,590.00		\$0.00	6	\$1,590.00
240	SALVAGE DRIVEWAY PAVERS	40	SQ FT	\$2.10	\$84.00		\$0.00	40	\$84.00
241	SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	1,560	LIN FT	\$2.50	\$3,900.00	238	\$595.00	3,501	\$8,752.50
242	SAWCUT CONCRETE CURB	196	EACH	\$10.00	\$1,960.00		\$0.00	218	\$2,180.00
243	EDGE MILL - 6' WIDTH 0-2" DEPTH	7,500	SQ YD	\$1.25	\$9,375.00		\$0.00	6,252	\$7,815.00
	<i>ROADWAY CONSTRUCTION:</i>								
244	BITUMINOUS PATCH - STANDARD	1,120	SQ YD	\$23.50	\$26,320.00		\$0.00	1,532	\$36,002.00
245	BITUMINOUS PATCH - HEAVY DUTY	920	SQ YD	\$37.10	\$34,132.00	227	\$8,421.70	733	\$27,194.30
246	BITUMINOUS WEAR COURSE OVERLAY TYPE SP 9.5	2,560	TON	\$58.20	\$148,992.00		\$0.00	2,191	\$127,516.20
247	BITUMINOUS LEVELING COURSE OVERLAY TYPE SP 9.5	150	TON	\$58.20	\$8,730.00		\$0.00	282	\$16,412.40
248	BITUMINOUS CRACK FILLING	10,500	LIN FT	\$1.32	\$13,860.00		\$0.00	23,463	\$30,971.16
249	CONSTRUCT SPEED TABLE	1	EACH	\$800.00	\$800.00		\$0.00	1	\$700.00
	<i>UTILITIES:</i>								
250	4" PERF PE DRAINTILE (PEA ROCK FURNISHED BY CITY)	1,300	LIN FT	\$8.00	\$10,400.00		\$0.00	1,256	\$10,048.00
251	4" PIPE DRAIN CLEANOUT	9	EACH	\$185.00	\$1,665.00		\$0.00	8	\$1,480.00
252	CONSTRUCT DRAINAGE STRUCTURE DESIGN R-1	14.00	LIN FT	\$144.00	\$2,016.00		\$0.00	7.00	\$1,008.00
253	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4022	25.00	LIN FT	\$230.00	\$5,750.00		\$0.00	30.70	\$7,061.00
254	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4022	5.00	LIN FT	\$412.00	\$2,060.00		\$0.00	4.79	\$1,973.48
255	12" RC PIPE SEWER DESIGN 3006 CLASS V	130	LIN FT	\$39.00	\$5,070.00		\$0.00	128	\$4,992.00
256	18" RC ARCH EQ PIPE SEWER DESIGN 3006 CLASS V	31	LIN FT	\$47.50	\$1,472.50		\$0.00	31	\$1,472.50
257	CASTING ASSEMBLY (STORM)	8	EACH	\$690.00	\$5,520.00		\$0.00	8	\$5,520.00
258	EXTERNAL CHIMNEY SEAL	13	EACH	\$153.00	\$1,989.00		\$0.00	8	\$1,224.00
259	CONNECT TO EXISTING STORM STRUCTURE	1	EACH	\$976.00	\$976.00		\$0.00	1	\$976.00
260	CONNECT EXISTING STORM PIPE TO STRUCTURE	7	EACH	\$976.00	\$6,832.00		\$0.00	9	\$8,784.00
261	CONNECT DRAINTILE TO EXISTING STRUCTURE	6	EACH	\$106.00	\$636.00		\$0.00	7	\$742.00
262	INSTALL SAFL BAFFLE	2	EACH	\$5,803.00	\$11,606.00		\$0.00	2	\$11,606.00
263	INSTALL PRESERVER SKIMMER	1	EACH	\$3,693.00	\$3,693.00		\$0.00	1	\$3,693.00
264	SUMP PUMP SERVICE LINE CONNECTION	20	EACH	\$400.00	\$8,000.00		\$0.00	18	\$7,200.00
265	ADJUST FRAME AND RING CASTING (DUCTILE IRON RING INSERT)	34	EACH	\$175.00	\$5,950.00		\$0.00	34	\$5,950.00
266	ADJUST CASTING (REMOVE BIT, ADJUST CASTING, PATCH BIT)	9	EACH	\$265.00	\$2,385.00		\$0.00	0	\$0.00

Application Number: 8

Application Date: 11/30/2016

Period to: 10/22/2016-11/23/2016

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)		
267	ADJUST GATE VALVE BOX	16	EACH	\$300.00	\$4,800.00		\$0.00	16	\$4,800.00
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	1,065	\$19,596.00	2,540	\$46,736.00
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
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	617	\$3,948.80
275	3" BITUMINOUS PATCH - DRIVEWAY/TRAIL	130	SQ YD	\$18.00	\$2,340.00	52	\$936.00	153	\$2,754.00
276	BITUMINOUS DRIVEWAY PATCH - HEAVY DUTY	210	SQ YD	\$24.75	\$5,197.50		\$0.00	120	\$2,970.00
	<i>EROSION CONTROL AND RESTORATION:</i>								
277	HYDROMULCH TYPE 5 W/ STATE SEED MIX 25-151 & FERT TYPE 3	880	SQ YD	\$1.50	\$1,320.00		\$0.00	1,423	\$2,134.50
	<i>PAVEMENT MARKINGS:</i>								
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								
	<i>REMOVALS:</i>								
282	CLEAR AND GRUB BRUSH & BUSHES	1	LUMP SUM	\$750.00	\$750.00	1	\$750.00	1	\$750.00
283	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	80	LIN FT	\$4.00	\$320.00		\$0.00	207	\$828.00
	<i>TRAIL CONSTRUCTION:</i>								
284	COMMON EXCAVATION (EV)	270	CU YD	\$45.60	\$12,312.00		\$0.00	270	\$12,312.00
285	COMMON BORROW (LV)	650	CU YD	\$4.00	\$2,600.00		\$0.00	650	\$2,600.00
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	13	\$370.50	479	\$13,651.50
288	6" CONCRETE PEDESTRIAN RAMP	300	SQ FT	\$9.00	\$2,700.00	240	\$2,160.00	240	\$2,160.00
289	TRUNCATED DOMES	36	SQ FT	\$44.30	\$1,594.80	8	\$354.40	8	\$354.40
EW #15	LIMESTONE SHOULDER	0	LS	\$528.97	\$0.00	1	\$528.97	1	\$528.97
	<i>UTILITIES:</i>								
290	27" RC PIPE SEWER DESIGN 3006 CLASS III	314	LIN FT	\$54.10	\$16,987.40		\$0.00	363	\$19,638.30
291	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	4.8	LIN FT	\$230.00	\$1,104.00		\$0.00	4.8	\$1,104.00
292	FIELD CONSTRUCT DRAINAGE MANHOLE	1	EACH	\$1,108.00	\$1,108.00		\$0.00	1	\$1,108.00
293	CASTING ASSEMBLY (STORM)	2	EACH	\$690.00	\$1,380.00		\$0.00	2	\$1,380.00
294	27" RC APRON W/ TRASHGUARD	2	EACH	\$791.00	\$1,582.00		\$0.00	1	\$791.00
EW #9	36" RC APRON W/ TRASHGUARD	1	LS	\$825.00	\$825.00		\$0.00	1	\$825.00
	<i>EROSION CONTROL AND RESTORATION:</i>								
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	2,072	\$3,315.20
298	RIP RAP CL 3	9.9	CU YD	\$122.00	\$1,207.80		\$0.00	10	\$1,207.80
299	STRAW MULCH BIOLOG	100	LIN FT	\$5.00	\$500.00		\$0.00	240	\$1,200.00
	<i>PAVEMENT MARKINGS:</i>								
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								
EW #11	PARK ADJUSTMENTS	0	LS	\$965.30	\$0.00	1	\$965.30	1	\$965.30
302	6" CONCRETE PEDESTRIAN RAMP	190	SQ FT	\$10.45	\$1,985.50		\$0.00	460	\$4,807.00
303	INSTALL PLAY AREA CONCRETE CURB	260	LIN FT	\$22.90	\$5,954.00		\$0.00	303	\$6,938.70
304	4" CONCRETE AMENITY PAD	400	SQ FT	\$6.65	\$2,660.00		\$0.00	105	\$698.25
305	SILT FENCE, TYPE PREASSEMBLED	360	LIN FT	\$1.75	\$630.00		\$0.00	0	\$0.00
	TOTALS:				\$3,210,428.93		\$158,578.98		\$2,903,550.39



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016						
Item Name:	Contractor Pay Requests – Lion’s Field Grandstand						
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 Multiple Contractor Payment Requests for the Lion’s Field Grandstand Project

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

Staff has reviewed the contractor pay requests for the Lion’s Field Grandstand project provided by the City’s construction management company, Shaw Construction. The contractors requesting payment are as follows:

- Construction Supply, Inc. - \$2,679.41
- D G Welding & Mfg., Inc. - \$57,000.00
- Lyman Lumber - \$8,749.56
- Ultra Concrete - \$35,007.50
- Wachholz Masonry, Inc. - \$36,100.00

The total amount of contractor payments for this request is \$139,536.47. Retainage remains due for each contractor until the project is complete and upon review of liquidated damages.

FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses: PIR 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	



November 30, 2016

City of Waconia
Attn: Mr. Craig Eldred, Public Services Director
310 10th Street East
Waconia, MN 55387

DEC 02 2016

Re: Lion's Field Grand Stand – Subcontracts

Job # 1609

Dear Mr. Eldred:

Enclosed is the "Subcontractor Draw Summary" through November 30, 2016. Please cut checks to the Subcontractors listed for the approved amounts in Column M, also see attached invoices from respective subcontractors with approved amount to pay.

We have also enclosed 5 Subcontractor Change Orders, that requires your signatures. Please sign all copies, retain (1) copy for your files, mail (1) copy to respective subcontractor and return (1) copy to Shaw Construction, Inc.

Please let me know if you have any questions.

Thank you,

Earl Gebauer
Vice President of Construction

*General Contractors &
Construction Services*

7685 Corporate Way
Eden Prairie, MN 55344-2021
952-937-8214
952-934-9433 Fax
www.shawconstruct.com

SUBCONTRACTOR DRAW SUMMARY

PROJECT: LION'S PARK GRAND STAND

Page 2 of 2 Pages

DATE: NOVEMBER 30, 2016

APPLICATION NO: 3

PERIOD TO: November 30, 2016

A	B	C	D	E	F	H	I	J	K	L	M
ITEM	DESCRIPTION OF WORK	SUBCONTRACTOR	SCHEDULED	CO#1	TOTAL	WORK	WORK	TOTAL	BALANCE	RETAINAGE	CHECKS TO
			VALUE	10-20-16	SCHEDULED	COMPLETED	COMPLETED	COMPLETED	TO		SUBCONTRACTORS
					VALUE	PREVIOUS	THIS PERIOD	TO DATE	FINISH	5%	5%
					TO DATE	APPLICATION		(H + I)	(F - J)	(J * 5%)	(I - 5%)
1050	ARCHITECTURAL/STRUCTURAL SUBMITTAL RE	Jaunich/Duffy	5,000		5,000	0	0	0	5,000	0	0.00
1061	SAC (Trunk Fees by City)	City	59,000		59,000	0	0	0	59,000	0	0.00
1400	TESTING - SOILS, CONCRETE, STEEL	AET via City	8,000		8,000	0	0	0	8,000	0	0.00
1509	WINTER CONDITIONS - Heated Concrete		10,000		10,000	0	0	0	10,000	0	0.00
2010	DEMOLITION - Bldg, Fencing	City	0		0	0	0	0	0	0	0.00
2200	EARTHWORK/UTILITIES (material City supplied)	Schneider Excavating *	97,742	29,450.00	127,192	99,743	0	99,743	27,449	4,987	0.00
2500	BITUMINOUS PAVING/STRIPING/SIGNS	City	0		0	0	0	0	0	0	0.00
2502	CONCRETE CURB/GUTTER/SIDEWALK REPL/DC	Ultra (include in Concrete)	0		0	0	0	0	0	0	0.00
2600	OUTSIDE UTILITIES - purchased by City	Schneider Exc (install only)	13,900		13,900	0	0	0	13,900	0	0.00
2800	CHAIN LINK FENCE/GATES	Boundary Fence	14,460		14,460	0	0	0	14,460	0	0.00
2900	LANDSCAPING - Erosion Control, Seeding, Mulch	City	8,000		8,000	0	0	0	8,000	0	0.00
2900	RETAINING WALL - Modular Block	Kahnke Bros.	7,200		7,200	0	0	0	7,200	0	0.00
3040	CONCRETE	Ultra *	210,000	9,405.00	219,405	173,200	36,850	210,050	9,355	10,503	35,007.50
3040	CONCRETE SEALER	ACS	7,276		7,276	0	0	0	7,276	0	0.00
3040	MASONRY	Wachholz *	160,920		160,920	120,188	38,000	158,188	2,732	7,909	36,100.00
3400	MASONRY WALL TEMP SUPPORT	Landwehr	0		0	4,645	0	4,645	-4,645	232	0.00
5001	STR. STEEL FABR. & ERECT. (Galvanized)	DG Welding #	115,000	8,625.00	123,625	68,400	55,225	123,625	0	6,181	52,463.75
5001	ALT. - METAL FAB HANDRAILS - CORE/INSTALL	DG Welding #	33,400		33,400	0	4,775	4,775	28,625	239	4,536.25
6001	ROUGH & FINISH CARPENTRY	S.J. Reus Construction	14,044		14,044	0	0	0	14,044	0	0.00
6050	LUMBER & TRUSSES (Material Only)	Lyman Lumber	16,139		16,139	0	9,210	9,210	6,929	461	8,749.56
6250	SOLID SURF. COUNTERS - CAMBRIA	Hanson	14,870	2,360.00	17,230	0	0	0	17,230	0	0.00
7001	TERMAL MOISTURE PROTECTION - INSULATION		3,000		3,000	0	0	0	3,000	0	0.00
7400	PREFORMED METAL ROOF/CLG/SOFFIT/FASCI	Ebert *	87,000	(762.00)	86,238	0	0	0	86,238	0	0.00
7400	SIDING/GABLE VENTS	Ebert *	12,000		12,000	0	0	0	12,000	0	0.00
7900	JOINT SEALERS - Materials Only, City install Sprin	City	10,000		10,000	0	0	0	10,000	0	0.00
8001	DOORS/HARDWARE	Commercial Door Systems	12,780	(2,662.72)	10,117	10,501	0	10,501	-384	525	0.00
8001	DOORS/HARDWARE - Door Intake Louvers	Commercial Door Systems	500		500	0	0	0	500	0	0.00
8350	SPECIAL DOORS - (3) Roll Up Doors	TCGD	5,800	6,768.00	12,568	0	0	0	12,568	0	0.00
9900	PAINT/EPOXY/DEAL CMU - Material Allowance	City	5,000		5,000	0	0	0	5,000	0	0.00
10100	NETTING	Sports Technology	13,327		13,327	0	0	0	13,327	0	0.00
10100	ADD SUPPORT EYELETS	Sports Technology	4,000		4,000	0	0	0	4,000	0	0.00
10100	BACKSTOP PADDING	City	5,000		5,000	0	0	0	5,000	0	0.00
10100	BLEACHERS/INSTALL SEATS	Seating & Athletic Facility	35,338	8,153.00	43,491	0	0	0	43,491	0	0.00
10800	TOILET PARTITIONS/ACCESSORIES-Material On	Construction Supply, Inc.	2,648	168.87	2,817	0	2,820	2,820	-4	141	2,679.41
15300	FIRE PROTECTION		0		0	0	0	0	0	0	0.00
15400	PLUMBING	Victoria Plumbing	15,653	4,664.40	20,317	7,500	0	7,500	12,817	375	0.00
15500	HVAC	Wenzel HVAC	2,900		2,900	0	0	0	2,900	0	0.00
16001	ELECTRICAL/FIRE ALARM	Choice Electric	30,000		30,000	15,800	0	15,800	14,200	790	0.00
	TOTAL		1,039,897	662,59.55	1,106,067	499,977	146,880	646,857	459,209	32,343	139,536.47

Decl

Construction Supply Inc

2410 5th Ave N Phone # 701-235-6605
Fargo, ND 58102 Fax # 701-235-9632

INVOICE

Date 11/4/2016 Invoice No. 2134

Project Name Lion's Field Grand Stand

Project Location Waconia, MN

Bill To
Shaw Construction, Inc.
7685 Corporate Way
Eden Prairie, MN 55344

Ship To
Shaw Construction, Inc.
c/o Lion's Field Grand Stand
1200 Oak Avenue
Waconia, MN 55387

Phone: 952-937-8214 Fax: 952-934-9433
E-mail Denise@ShawConstruct.com

P.O./Contract No. P.O./Contract Date Project Number
08/05/16 1609

Qty. (Lot)	Description	Price	Amount
1	No Specs-Toilet Accessories	1,298.00	1,298.00T
1	10800 - Toilet Accessories	158.00	158.00T

1609
1478³⁰ ✓
END

Vendor # _____
Job/GL # _____
Amount _____
Due Date _____
Inl Date _____

Thank you for your business!
Please Pay From This Invoice

Sales Tax (6.875%) \$100.10
Total \$1,556.10 ✓
S26/Ret

TERMS: Net 30, No Retainage. 1-1/2% Per Month, or 18% APR Finance Charge Assessed on Past Due Invoices

We now accept payment by 3% will be added to all invoices paid by credit card on balances over \$500.

Billing Questions? Please email Alissa alissa@csi-fargo.com or call 701-235-6605.

Deal

Construction Supply Inc

2410 5th Ave N
Fargo, ND 58102

Phone # 701-235-6605
Fax # 701-235-9632

INVOICE

Date 11/16/2016 Invoice No. 2210

Project Name

Lion's Field Grand Stand

Project Location

Waconia, MN

Bill To
Shaw Construction, Inc.
7685 Corporate Way
Eden Prairie, MN 55344

Ship To
Shaw Construction, Inc.
c/o Lion's Field Grand Stand
1200 Oak Avenue
Waconia, MN 55387

Phone: 952-937-8214

Fax: 952-934-9433

E-mail

Denise@ShawConstruct.com

P.O./Contract No.

P.O./Contract Date

Project Number

08/05/16

1609

Qty. (Lot)

Description

Price

Amount

1

No Specs-Toilet Compartments

1,183.00

1,183.00T

3081

1609

10800

1,264.33

11/18/16

1609

1,201.44 ✓

EOB

Sales Tax (6.875%)

\$81.33

Thank you for your business!

Total

\$1,264.33

Please Pay From This Invoice

TERMS: Net 30, No Retainage. 1-1/2% Per Month, or 18% APR Finance Charge Assessed on Past Due Invoices

5% Ret
1201

We now accept payment by

3% will be added to all invoices paid by credit card on balances over \$500.

Billing Questions? Please email Alissa alissa@csi-fargo.com or call 701-235-6605.

See 1

Construction Supply Inc
 2410 5th Ave N
 Fargo, ND 58102

Statement

Date
11/29/2016

To:
Shaw Construction, Inc. 7685 Corporate Way Eden Prairie, MN 55344

Amount Due	Amount Enc.
\$2,820.43	

Date	Transaction	Amount	Balance
11/04/2016	Lion's Field Grand Stand- INV #2134. Due 12/04/2016. Orig. Amount \$1,556.10. Estimate 48557:	1,556.10	1,556.10
11/16/2016	INV #2210. Due 12/16/2016. Orig. Amount \$1,264.33. Estimate 48557:	1,264.33	2,820.43

3081

3,679.41 total ✓

Approved
Spencer
Alissa
11/29/16

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
2,820.43	0.00	0.00	0.00	0.00	\$2,820.43



1

See 1

Mail To:
CITY OF WACONIA
201 SOUTH VINE STREET
WACONIA MN 55387

CHARGE TO: 900273
CITY OF WACONIA (CTYWC002)
1200 OAK AVE
WACONIA MN 55387
NOV 03 2016
DELIVER TO:
LIONS FIELD GRAND STAND

PO Box 130 CHANHASSEN, MN 55317-0130
952-470-4800 * FAX 952-470-4810

SALES REPRESENTATIVES	CUSTOMER PURCHASE ORDER/RECEIVED BY	ORDER	DELIVERY
Sales Representative DAVE SHAW 34 MATT LAKE 130	LUMBER	Inv Date 10/28/16 400313 13:51	10/28/16

QUANTITY			QUAN UNITS	PRODUCT NUMBER	PRODUCT DESCRIPTION	FOOTAGE	CO DE	UNIT PRICE	AMOUNT
ORDERED	SHIPPED	B/O							
60	60		EACH	2416	2X4 16' STD&BTR S-P-F/HEM-FIR (7/ 1)	640.000	O	569.980	364.79
14	14		EACH	2418	2X4 18' STD&BTR S-P-F/HEM-FIR (7/ 1)	168.000	O	538.630	90.49
60	60		EACH	2616	2X6 16' #2&BTR S-P-F/HEM-FIR (7/ 1)	960.000	O	518.610	497.87
32	32		EACH	4812C	4X8 1/2" CDX FIR/SPF PLYWOOD (11/ 1)	1024.000	O	574.910	588.71
76	76		EACH	4858C	4X8 5/8" CDX FIR/SPF PLYWOOD (11/ 1)	2432.000	O	745.110	1812.11
40	40		EACH	481532	4X8 15/32" ORIENTED STRAND BOARD (11/ 3)	1280.000	O	414.500	530.56
3	3		EACH	2416.4	2X4 16' AG TREATED #2&BTR SYP (18/ 2)	32.000	O	910.060	29.12
20	20		EACH	2814.4	2X8 14' AG TREATED #1&BTR SYP (18/ 2)	373.330	O	720.960	269.16
Total Ship Units: 11472.000 LB									

17092
1609

TO PAY
1609
4,246.86 ✓

Page Number 1 Weight 2.000 Non-Taxable 0.00 Tax % 6.875 Sales Tax 287.57 W/O Tax 4182.81 4470.38Total

DAILY002
Invoice

Note on Service Charge: 1.5% monthly on outstanding balance, unless otherwise agreed upon.
Payment Terms: Net Due 30 Days

CREDIT RETURNS: Only given on material fit for resale.
All Special Order items will be subject to a 15% restock charge.

Less 5% lot.



LYMAN LUMBER

EST. 1897

PO Box 130 CHANHASSEN, MN 55317-0130
952-470-4800 * FAX 952-470-4810

1

Dec 1

Mail To:
CITY OF WACONIA
201 SOUTH VINE STREET

WACONIA MN 55387

CHARGE TO:

CITY OF WACONIA
1200 OAK AVE
WACONIA

900274

(CTYWC002)

DELIVER TO:

LIONS FIELD GRAND STAND

MN 55387

SALES REPRESENTATIVES			CUSTOMER PURCHASE ORDER/RECEIVED BY				ORDER	DELIVERY	
Sales Representative DAVE SHAW 34 MATT LAKE 130			SO INSULATION				Inv Date 10/28/16	400211 13:51 10/28/16	
ORDERED	QUANTITY SHIPPED	B/O	QUAN. UNITS	PRODUCT NUMBER	PRODUCT DESCRIPTION	FOOTAGE	CO DE	UNIT PRICE	AMOUNT
1604	1604		SQFT	FR1924	6-1/4"X24" R-19 FRICTION FIT INS (6/ 1) 80095 - 10/26 SHED 9 PALLET JOE Total Ship Units: 1203.000 LB	1604.000	O	492.830	790.50

1609

1609

80261

END

1609

Page Number 1 Weight 3.000 Non-Taxable 0.00 Tax % 6.875 Sales Tax 54.35 W/O Tax 790.50 844.85Total

DAILY002
Invoice

Note on Service Charge: 1.5% monthly on outstanding balance, unless otherwise agreed upon.
Payment Terms: Net Due 30 Days

CREDIT RETURNS: Only given on material fit for resale.
All Special Order items will be subject to a 15% restock charge.

has 50% Ret



1 *Deal*

Mail To:
 CITY OF WACONIA
 201 SOUTH VINE STREET
 WACONIA MN 55387

CHARGE TO: 900275
 CITY OF WACONIA (CTYWC002)
 120775
 1200 OAK AVE
 WACONIA MN 55387

PO Box 130 CHANHASSEN, MN 55317-0130
 952-470-4800 * FAX 952-470-4810

DELIVER TO:
 LIONS FIELD GRAND STAND

SALES REPRESENTATIVES	CUSTOMER PURCHASE ORDER/RECEIVED BY	ORDER	DELIVERY
Sales Representative DAVE SHAW 34 MATT LAKE 130	SO H CLIPS	Inv Date 10/28/16 400209 13:52	10/28/16

ORDERED	QUANTITY SHIPPED	B/O	QUAN UNITS	PRODUCT NUMBER	PRODUCT DESCRIPTION	FOOTAGE	CO DE	UNIT PRICE	AMOUNT
2	2		EACH	SRH	5/8" H CLIPS (9/ 4) 80094 - 10/26 S-9 S -1 gus	2.000	O	20.830	41.66

1609
1609
42.30
42.30
EW

Page Number 1 Weight 0.000 Non-Taxable 0.00 Tax % 6.875 Sales Tax 2.86 W/O Tax 41.66 44.52Total

DAILY002
 Invoice

Note on Service Charge: 1.5% monthly on outstanding balance, unless otherwise agreed upon.
 Payment Terms: Net Due 30 Days

CREDIT RETURNS: Only given on material fit for resale.
 All Special Order items will be subject to a 15% restock charge.

less 5% alert



1

See 1

Mail To:
CITY OF WACONIA
201 SOUTH VINE STREET
WACONIA MN 55387

CHARGE TO: 900276
CITY OF WACONIA (CTYWC002)
1200 OAK AVE
WACONIA MN 55387
DELIVER TO:
LIONS FIELD GRAND STAND

PO Box 130 CHANHASSEN, MN 55317-0130
952-470-4800 * FAX 952-470-4810

SALES REPRESENTATIVES			CUSTOMER PURCHASE ORDER/RECEIVED BY				ORDER	DELIVERY	
Sales Representative DAVE SHAW 34 MATT LAKE 130			HARDWARE				Inv Date 10/28/16 13:52	400307 10/28/16	
ORDERED	QUANTITY SHIPPED	S/O	QUAN UNITS	PRODUCT NUMBER	PRODUCT DESCRIPTION	FOOTAGE	CO DE	UNIT PRICE	AMOUNT
5	5		ROLL	8SSR	Section: 1 Hardware 7.5"X50' STYRO SILL SEAL (6/ 2)	5.000	O	11.040	55.20
1	1		BOX	16DCCB	30# BUCKET 16D COATED SINKERS (4/ 1)	1.000	O	35.360	35.36
1	1		BOX	8DCCB	30# BUCKET 8D C-COATED SINKERS (4/ 1)	1.000	O	35.360	35.36
3	3		BOX	516S	5/16" STAPLE 5000/BOX (4/ 1)	3.000	O	3.100	9.30
6	6		EACH	ALS	ACOUSTICAL SEALANT (4/ 1)	6.000	O	5.690	34.14
102	102		EACH	H25T	TRUSS ANCHOR H2.5T (9/ 3)	102.000	O	0.320	32.64
3	3		ROLL	104CP	10' X 100' 4 MIL CLEAR POLY (6/ 2)	3.000	O	30.210	90.63
Total Ship Units: 119.500 LB									

1609
1609
297H
CDD

Page Number 1 Weight 5.500 Non-Taxable 0.00 Tax % 6.875 Sales Tax 20.12 W/O Tax 292.63 312.75 Total

DAILY002
Invoice

Less 58.20

Note on Service Charge: 1.5% monthly on outstanding balance, unless otherwise agreed upon.
Payment Terms: Net Due 30 Days

CREDIT RETURNS: Only given on material fit for resale.
All Special Order items will be subject to a 15% restock charge.

Dec 1



PO Box 130 CHANHASSEN, MN 55317-0130
952-470-4800 * FAX 952-470-4810

Mail To:
CITY OF WACONIA
201 SOUTH VINE STREET
WACONIA MN 55387

CHARGE TO: 900500
CITY OF WACONIA (CTYWC002)
1200 OAK AVE
WACONIA MN 55387
NOV 03 2016
DELIVER TO:
LIONS FIELD GRAND STAND

SALES REPRESENTATIVES	CUSTOMER PURCHASE ORDER/RECEIVED BY	ORDER	DELIVERY
Sales Representative DAVE SHAW 34 MATT LAKE 130	CN79219	Inv Date 10/31/16 397175 14:35	

ORDERED	QUANTITY		QUAN UNITS	PRODUCT NUMBER	PRODUCT DESCRIPTION	FOOTAGE	CO DE	UNIT PRICE	AMOUNT
	SHIPPED	B/O							
1	1		EACH	SRTS	Section: 1 Trusses CONCESSION ROOF TRUSS SYSTEM (19/ 1)	1.000	O	1415.000	1415.00
1	1		EACH	SRTS	BATHROOMS ROOF TRUSS SYSTEM (19/ 1)	1.000	O	1415.000	1415.00
1	1		EACH	SRTS	PRESS BOX ROOF TRUSS SYSTEM (19/ 1)	1.000	O	480.000	480.00
Total Ship Units: 3.000 EACH									

12092
1609
Amount \$
Cost Code
Total Amt
PAID TO PAY:
1609
Amount Pay 3,360.68 ✓
END

Page Number 1 Weight 3.000 Non-Taxable 0.00 Tax % 6.875 Sales Tax 227.56 W/O Tax 3310.00 3537.56 Total

DAILY002
Invoice

Note on Service Charge: 1.5% monthly on outstanding balance, unless otherwise agreed upon.
Payment Terms: Net Due 30 Days

CREDIT RETURNS: Only given on material fit for resale.
All Special Order items will be subject to a 15% restock charge.

less 5% Ret

CUSTOMER	STATEMENT DATE	PAGE
CTYWC+++ 187791	11/01/16	1



LYMAN LUMBER

EST. 1897

TO: CITY OF WACONIA
201 SOUTH VINE STREET
WACONIA, MN 55387

AMOUNT REMITTED: \$ _____

PLEASE RETURN YOUR PAYMENT TO: P.O. BOX 130 • CHANHASSEN, MINNESOTA 55317-0130 • PHONE: (952) 470-4800 • FAX (952) 470-4810

Payment Terms: Net Due 30 Days

INVOICE NUMBER	STORE	INVOICE DATE	TRANS. TYPE	AMOUNT	DUE DATE	INVOICE AGING					✓	PLEASE CHECK ITEMS BEING PAID	
						C/P	30	60	90	120			150
***	Consolidated	Totals	***										
				8,749.56									
				<u>Total</u>									

PAYMENTS AND CREDITS RECEIVED AFTER BILLING DATE WILL BE SHOWN ON YOUR NEXT STATEMENT. ALL INVOICES ARE DUE ACCORDING TO CONTRACT TERMS. ALL PAST DUE ACCOUNTS ARE SUBJECT TO A MONTHLY SERVICE CHARGE OF .50 % OR A MINIMUM \$50

PREVIOUS BALANCE	CURRENT CHARGES/CREDITS	CURRENT PAYMENTS	FINANCE CHARGE	NEW BALANCE AMOUNT DUE
0.00	9210.06	0.00		9210.06

CURRENT	31-60 DAYS	61-90 DAYS	91-120 DAYS	121-150 DAYS	151 DAYS & OVER	ACCUMULATED FINANCE CHARGES (MEMO ONLY)
9210.06	0.00	0.00	0.00	0.00	0.00	

SALESPERSON - DAVE SHAW

CUSTOMER	STATEMENT DATE	PAGE
CTYWC002 187793	11/01/16	1



EST. 1897

TO: CITY OF WACONIA 002
1200 OAK AVE
LIONS FIELD GRAND STAND
WACONIA, MN 55387

AMOUNT REMITTED: \$ _____

PLEASE RETURN YOUR PAYMENT TO: P.O. BOX 130 • CHANHASSEN, MINNESOTA 55317-0130 • PHONE: (952) 470-4800 • FAX (952) 470-4810

Payment Terms: Net Due 30 Days

INVOICE NUMBER	STORE	INVOICE DATE	TRANS. TYPE	AMOUNT	DUE DATE	INVOICE AGING					✓	PLEASE CHECK ITEMS BEING PAID	
						C/P	30	60	90	120			150
900273	1	10/28/16	INVC	4470.38		*							
900274	1	10/28/16	INVC	844.85		*							
900275	1	10/28/16	INVC	44.52		*							
900276	1	10/28/16	INVC	312.75		*							
900500	1	10/31/16	INVC	3537.56		*							

PAYMENTS AND CREDITS RECEIVED AFTER BILLING DATE WILL BE SHOWN ON YOUR NEXT STATEMENT. ALL INVOICES ARE DUE ACCORDING TO CONTRACT TERMS. ALL PAST DUE ACCOUNTS ARE SUBJECT TO A MONTHLY SERVICE CHARGE OF .50 % OR A MINIMUM \$50

PREVIOUS BALANCE	CURRENT CHARGES/CREDITS	CURRENT PAYMENTS	FINANCE CHARGE	NEW BALANCE AMOUNT DUE
0.00	9210.06	0.00		9210.06

CURRENT	31-60 DAYS	61-90 DAYS	91-120 DAYS	121-150 DAYS	151 DAYS & OVER	ACCUMULATED FINANCE CHARGES (MEMO ONLY)
9210.06	0.00	0.00	0.00	0.00	0.00	

SALESPERSON - DAVE SHAW

Steel

D G Welding & Mfg., Inc.
3265 Sun Drive
Eagan, MN 55121
Phone # 651-688-2358
Fax # 651-688-2466

INVOICE

DATE	INVOICE #
11/23/2016	16-3034 C

CUSTOMER City of Waconia 201 S. Vine St. Waconia, MN 55387.

P.O. NO.	TERMS	FOB	PROJECT
Earl	Net 30	On Site	Lions Field Grandstand

DESCRIPTION	AMOUNT
Project: Lions Field Grandstand Supply & Install Structural Steel Framing As Per Contract	
\$ 53,700.00 Original Contract Amount	
107,115.00 Add For Change Order #1 & 2	
\$ 160,815.00 Revised Project Amount To Date	
<59,360.00> Less Previous Billings	
\$ 92,415.00	
<60,000.00> November Progress Billing	60,000.00
\$ 80,000.00 Balance Of Project	

Vendor # _____
 Job # 11609
 Commit # _____
 Cost Code _____
 Amt Ent'd _____
 Date Ent'd _____

APPROVED TO PAY:
 Job # 1609
 Amt to Pay \$7,000
 BY: ENO
 (Signature) FLW

52,463.75 Steel Fab
 4,536.25 Hand Rails

Break out
 Steel Fab/Erect → 55,225
 Hand Rails → 1,775
 60,000

Thank You For Your Business!	TOTAL \$60,000.00
------------------------------	--------------------------

Less 5% Ret
57,000

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF PAGES

TO OWNER:
 City of Waconia
 201 S. Vine St.
 Waconia MN 55387

PROJECT: Lions Field Grandstand
 City of Waconia
 Waconia MN

APPLICATION NO: 3

Distribution to:

<input type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	

FROM CONTRACTOR:
 Ultra Concrete
 PO Box 664
 Cokato MN 55321

VIA ARCHITECT:

PERIOD TO: Nov 30th

PROJECT NOS:

CONTRACT FOR:

CONTRACT DATE Aug 3rd 2016

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet. AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.
Hylo Plumbert

CONTRACTOR:

By: _____ Date: _____

State of: _____ County of: _____
 Subscribed and sworn to before me this _____ day of _____
 Notary Public:
 My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

1. ORIGINAL CONTRACT SUM	\$	206,250.00
2. Net change by Change Orders	\$	10,005.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	216,255.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	208,050.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	10,503.00
b. % of Stored Material (Column F on G703)	\$	Included in above
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	10,503.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	197,547.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	76.000
8. CURRENT PAYMENT DUE	\$	121,547.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	18,708.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$3,200.00	
Total approved this Month	\$6,805.00	
TOTALS	\$10,005.00	\$0.00
NET CHANGES by Change Order	\$10,005.00	

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - ©1992

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-3292

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

36.850 - Nov Billing
 Less 5% ret
 Pay → \$35,007.50



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016
Item Name:	Authorize Approval of Turnback Acceptance Agreement With the County of Carver for County State Aid Highway (CSAH), No. 10 Within the Corporate Limits of the City of Waconia and Authorize the Mayor and City Administrator to Sign Acceptance Agreement
Originating Department:	Public Services
Presented by:	Craig Eldred, Public Services Director
Previous Council Action (if any):	October 24 th , 2016; Authorize City Administrator to Sign Letter of Support for Metropolitan Council Regional Classification Changes to CSAH 10 Ring Road Project and Additional Resolutions Concurring with Designation and Establishment of Portions of Waconia Parkway South in the City of Waconia

Item Type (X only one):	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> X	<input type="checkbox"/> Regular Session	<input type="checkbox"/> Discussion Session	<input type="checkbox"/>
--------------------------------	----------------------------------	---------------------------------------	--	---	--------------------------

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

Adopt Resolution 2016-233; Authorize Approval of Turnback Acceptance Agreement With the County of Carver for County State Aid Highway (CASH), No. 10 Within the Corporate Limits of the City of Waconia and Authorize the Mayor and City Administrator to Sign Acceptance Agreement

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

The current request for City Council action is predicated on several previous action items approved and modified to meet the proposed scope changes for the future CSAH 110/Ring Road Corridor Improvement Project. To date, an initial Joint Powers Agreement was approved guided on the roadway system improvements nearest the conversion of ISD 110 Districts Clearwater Elementary to a conversion of a future High School. The agreement was modified to accommodate several recommended roadway improvements completed through a thorough traffic study. As part of the initial agreement the City was to accept the current segment of CSAH 10 from Trunk Highway 5 to the future connection of CSAH 110/Ring Road.

This evening we are requesting the approval of the Turnback Acceptance Agreement with Carver County. This formal action will allow Carver County to remove their State Aid Highway distinction from the current segment, and transfer it to the new segment of CSAH 110/Ring Road. As part of the acceptance no monetary funds will be transferred from Carver County to the City as noted in the Joint Powers Agreement. Attached is an overview depicting the roadway segments, which are highlighted in Light Blue and Green.

Staff recommends approval of the Turnback Acceptance Agreement with Carver County for CSAH 10; not limited to signatures by the Mayor and City Administrator as part of the acceptance agreement.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses: Street Department</p> <p>Budget Information:</p> <table style="width: 100%;"> <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. 2016-233**

**RESOLUTION AUTHORIZING APPROVAL OF TURNBACK ACCEPTANCE
AGREEMENT WITH THE COUNTY OF CARVER FOR COUNTY STATE AID
HIGHWAY (CSAH), NO. 10 WITHIN THE CORPORATE LIMITS OF THE
CITY OF WACONIA**

WHEREAS, the County Board of the County of Carver intends to adopt a resolution (copy attached), to revise, revoke the designation and turnback of County State Aid Highway (CSAH) No. 10 within the corporate limits of the City of Waconia, as follows:

County State Aid Highway No. 10, beginning in Section 22, Township 116 North, Range 25 West at the intersection of County Highway 110 and then continuing easterly along Waconia Parkway South to Strong Drive, then continuing southeasterly and southerly to a point on TH 5 and there terminating, is hereby revoked and turned back to said city for use as a city street.

Proposed County State Aid Highway No. 10, beginning in Section 27, Township 116 North, Range 25 West at the intersection of Trunk Highway 5 and then continuing northerly along Orchard Road, then continuing northerly and northeasterly to a point on existing County State Aid Highway 10 at the intersection of Waconia Parkway South and there terminating, is hereby designated as the new CSAH No. 10 route.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waconia that said revision, revocation and turnback is in all things approved, and

BE IT FURTHER RESOLVED that the City Council of the City of Waconia enter into Carver County Agreement No. 16-___ with Carver County and that the City Mayor and City Administrator are authorized to execute the Agreement and any amendments to the Agreement.

Adopted by the City Council of the City of Waconia this 12th day of December, 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:	December 12, 2016				
Item Name:	2017 Prosecution Contract				
Originating Department:	Administration				
Presented by:	Susan Arntz, City Administrator				
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 2016-234 , Approving 2017 Prosecution Contract.

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

Consistent with what was presented in 2015, the 2017, the contract costs will increase from \$11, 431 to \$11,888.24. This represents a \$457.24 increase or a 4% cost increase. The three year case load for Waconia has increased 14.52%. This increase is less than ½ of last year's.

I recommend approval of the contract for 2017. The costs for the contract are included in the proposed 2017 Administration Legal Services Budget.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses: 2017 General Fund</p> <p>Budget Information:</p> <table style="width: 100%;"> <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. 2016-234**

**RESOLUTION AUTHORIZING EXECUTION OF
JOINT POWERS AGREEMENT PROSECUTION CONTRACT**

WHEREAS, The Carver County Attorney (the “Attorney”) offers to provide certain prosecution services for the City of Waconia (the “City”); and

WHEREAS, The Attorney will provide for the prosecution of statutory gross misdemeanor, misdemeanor and petty misdemeanor violations, excluding certain liquor law violations, and the cost of said prosecution services shall be provided by the City contributing an additional one-third (1/3) of all fine and penalties to Carver County; and

WHEREAS, The Attorney may provide other prosecution services for ordinance violations and will not charge an additional fee; and

WHEREAS, The Attorney will charge the City a surcharge of \$11,888.24 for 2017; and

WHEREAS, The City desires to obtain these prosecution services.

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Waconia that:

1. The Joint Powers Agreement Prosecution Contract is hereby approved.
2. The Mayor and City Administrator are hereby authorized and directed to execute said Agreement on behalf of the City.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

City Prosecution Contracts

Carver County Attorney's Office



Who We Serve

Carver
Chaska
Cologne
Hamburg
Mayer
New Germany
Norwood Young
America
Victoria
Waconia
Watertown



The value and services that cities receive through the prosecution contract with the County Attorney's Office

- We prosecute all cases for the city (felonies, gross misdemeanors, misdemeanors, petty misdemeanors, ordinances violations and juvenile delinquencies)
- Our attorneys are full-time prosecutors specializing exclusively in criminal cases
- We have an experienced on-call attorney available 24 hours a day
- We appear at all bail hearings to advocate for conditions of release, public safety and victim safety

- We provide focused and attentive victim – witness services through our experienced full-time coordinator during the entire court process
- At every hearing our prosecutors are available to meet with offenders or their attorneys who desire to speak about their cases; our mission is to administer justice with thoughtful, individualized and professional attention

- We are centrally located in the courthouse allowing us to maintain close coordination with our law enforcement partners and agencies (social services, probation, jail, administration, etc.)
- We train law enforcement each year on legal issues and best practices

HISTORICALLY: Determination of Contract Fees

County Attorney Staff Costs	\$202,928
<i>Less Total Fine Revenue paid to Carver County</i>	
<i>Attorney's office in 2015</i>	<i>-95,184</i>
<i>Contract Cost Allocation</i>	<i>-25,896</i>
Equals Total Surcharge to be paid in 2017	\$ 81,848

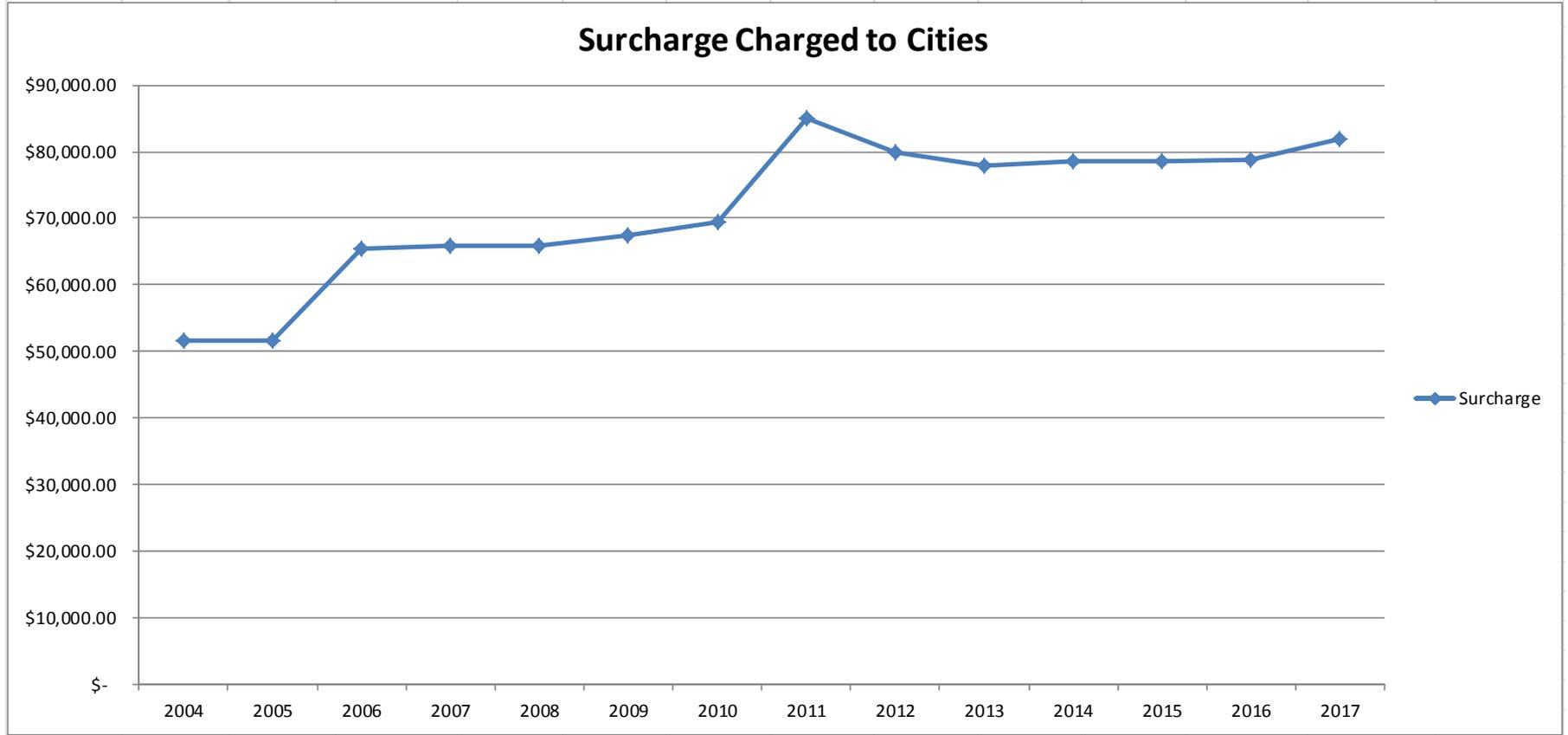
Participating cities pay surcharge quarterly per their three year case load average (see chart later in presentation)

Very nominal increases over the years for County Attorney Staff Costs

- Historically, County Attorney Staff Costs have remained steady in the area of \$203,000
- The County has not increased its costs since 2007
- There was a \$117,000 reduction in 2009

Surcharges since 2004:

2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
\$ 51,707.24	\$ 51,707.24	\$ 65,515.40	\$ 65,976.00	\$ 65,976.00	\$ 67,480.86	\$ 69,505.00	\$ 84,993.58	\$ 79,913.23	\$ 77,835.12	\$ 78,635.46	\$ 78,646.24	\$ 78,700.00	\$ 81,848.00



Yearly Staffing Costs

- 2004=\$65,000
- 2005=\$65,00
- 2006=\$72,000
- 2007=\$320,695
- 2008=\$320,695
- 2009=\$203,929
- 2010=\$203,929
- 2011=\$203,929
- 2012=\$203,929
- 2013=\$203,929
- 2014=\$202,928
- 2015=\$202,928

How are the County Attorney's Office's Resources Allocated?

- Attorneys, administration, paralegal, victim witness coordination, law clerks
- Calculated based on a percentage of time spent on prosecuting for the cities

- SPRING 2016: AUDIT OF COSTS TO THE COUNTY ATTORNEY'S OFFICE

Staff time used on city prosecution

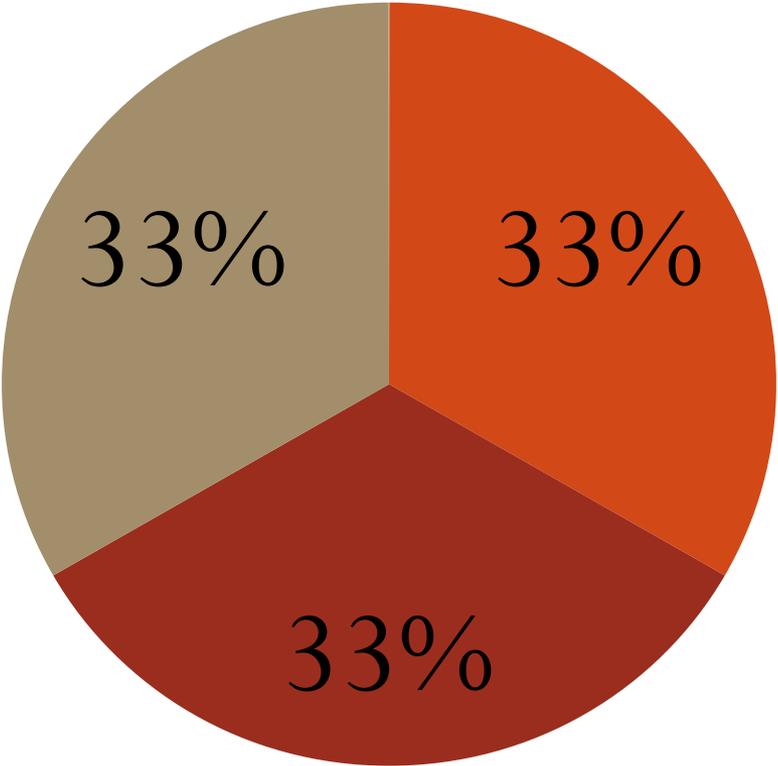
- 1.85 Attorneys (full time)
- 2 law clerks (90% time) (14 hours/week)
- 2 administrative assistants (full time)
- .3 (30% of time) victim-witness coordinator
- .10 (10% time) misc (County Atty, Chief Deputy Cty atty, executive asst to County Atty, front desk)

Salaries + Benefits

- 1.85 Attorneys = \$176,693
- 2 law clerks = \$22,680
- 2 administrative assistants = \$161,378
- .3 victim-witness coordinator = \$30,750
- .10 misc = \$15,000
- -----
- TOTAL = \$406,501

Fine Revenue Distribution

■ State of MN ■ Cities ■ Carver Co. Attorney



Cases Listed: Adult (PM/MD/GM/GM-DWI)

City	2012	2013	2014	3 Yr Avg	3 Yr Avg %
Carver	84	165	177	142	9.14%
Chaska	820	784	720	775	49.86%
Cologne	23	27	26	25	1.63%
Hamburg	8	8	8	8	0.51%
Mayer	18	25	15	19	1.24%
New Germany	19	8	10	12	0.79%
Norwood Young America	107	103	96	102	6.57%
Victoria	152	127	135	138	8.88%
Waconia	195	241	241	226	14.52%
Watertown	112	89	118	106	6.84%
Totals:	1,538	1,577	1,546	1,554	100.00%

Excludes Charges Pending, Declined Prosecution and Pending Further Investigation Cases

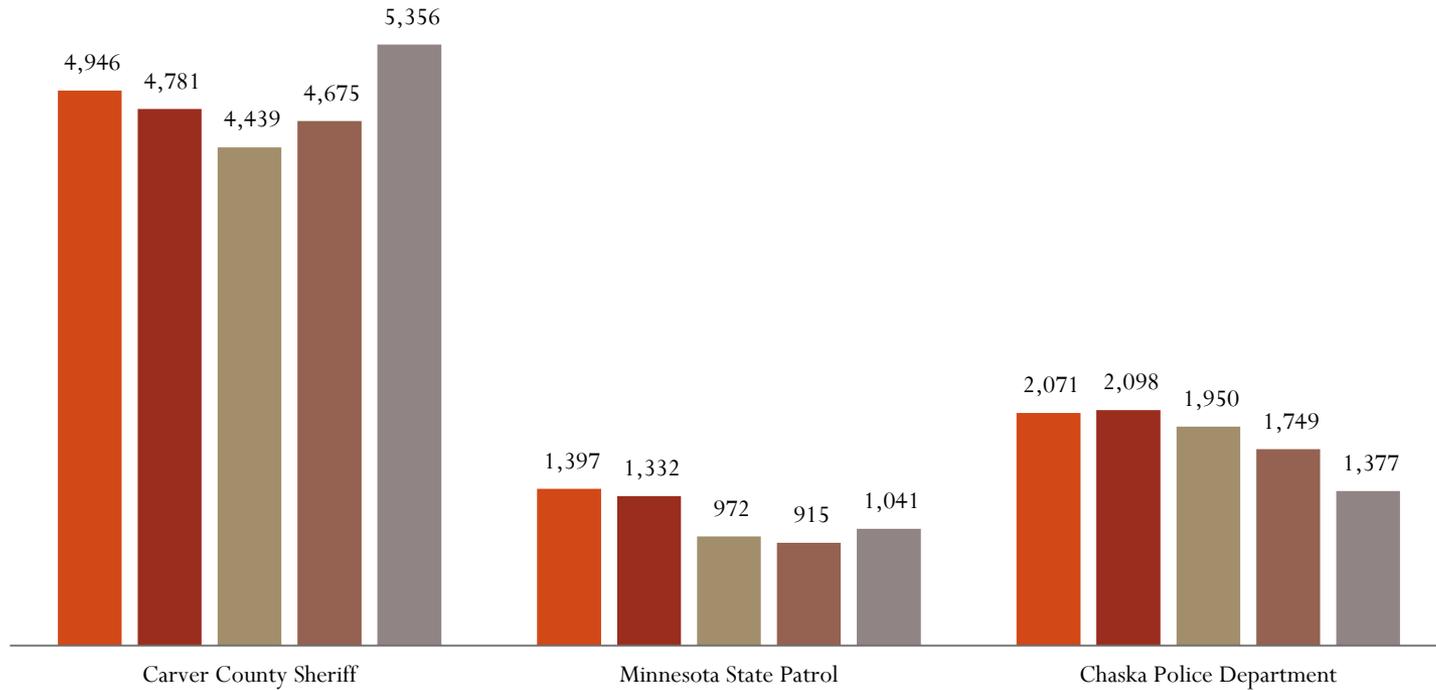
Contract Rates and Caseload %

	2016 Rate	2017 Rate	3 Yr. Caseload %
Carver	\$ 7,192.92	\$ 7,480.64	9.14%
Chaska	\$39,240.25	\$40,809.86	49.86%
Cologne	\$ 1,283.24	\$ 1,334.57	1.63%
Hamburg	\$ 405.23	\$ 421.44	0.51%
Mayer	\$ 979.32	\$ 1,018.49	1.24%
New Germany	\$ 624.74	\$ 649.73	0.79%
Norwood Young America	\$ 5,166.75	\$5,373.42	6.57%
Victoria	\$ 6,990.30	\$ 7,269.91	8.88%
Waconia	\$11,431.00	\$11,888.24	14.52%
Watertown	\$ 5,386.25	\$ 5,601.7	6.84%
Totals:	\$78,700.00	\$81,848.00	100%

Citations issued by Law Enforcement

Citations Issued

■ 2011 ■ 2012 ■ 2013 ■ 2014 ■ 2015



4% Surcharge increase in 2017

	2016 Surcharge	2017 Surcharge	Difference
Carver	\$7,192.92	\$7,480.64	\$287.72
Chaska	\$39,240.25	\$40,809.86	\$1,569.61
Cologne	\$1,283.24	\$1,334.57	\$51.33
Hamburg	\$405.23	\$421.44	\$16.21
Mayer	\$979.32	\$1,018.49	\$39.17
New Germany	\$624.74	\$649.73	\$24.99
Norwood Young America	\$5,166.75	\$5,373.42	\$206.67
Victoria	\$6,990.30	\$7,269.91	\$279.61
Waconia	\$11,431.00	\$11,888.24	\$457.24
Watertown	\$5,386.25	\$5,601.70	\$215.45
	\$78,700.00	\$81,848.00	\$3,148.00

Our Office Serving Carver County

Mark Metz, County
Attorney

Peter Ivy, Chief Deputy

Rhonda Betcher,
Executive Assistant

15 Assistant County
Attorneys

3 Paralegals

2 Law Clerks

John Rekow, Law Office
Manager

7 Legal Administrative
Assistants

1 Administrative
Assistant

1 Victim/Witness
Coordinator





REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016					
Item Name:	2017 Contract for Police Services: Carver County Sheriff					
Originating Department:	Administration					
Presented by:	Susan Arntz, City Administrator					
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 2016-235, Approving the 2017 Contract for Police Services

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

As part of the proposed budget for 2016, we are recommending additional day coverage starting mid-year in July. In addition, there are increases in the contract amount due to bargained increases in pay and benefits that have taken effect in the contract language for the local communities. To that end, the proposed contract provides the following coverage levels:

- A Sergeant position for our daytime lead position. This position provides patrol supervision and direction of Law Enforcement resources and services.
- Community Service Officer staffing for 40 hours per week. The CSO program does an excellent job of assisting the City in monitoring activity in the community in our parks, trails, traffic direction, parking, and animal issues.
- Five deputies (three daytime/ two nighttime) that work 12 hour shifts, 7 days per week. We will have full coverage from these deputies. The additional daytime deputy in July adds \$49,407 to the overall contract.

In addition, we also budget for the following components as part of our law enforcement program:

- One School Resource Officer during the summer months (three months) to augment our patrol forces.
- Membership in the Southwest Metro Drug Task Force.
- An overtime contingency of \$35,000. For 2016, as of the date of this memo, we have overtime expenditures over \$40,000.

The proposed contract is provided at a cost of \$715,230; a copy of the contract is attached. The total proposed law enforcement budget for 2017 is \$804,230, which includes the contract expenses, overtime contingency, and fine revenue owed to Carver County as part of our prosecution contract. This is a 12.6% increase from the 2016 budget.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: 2017 General Fund</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. 2016-235**

**RESOLUTION APPROVING CONTRACT FOR
POLICE SERVICES FOR 2017 CALENDAR YEAR**

WHEREAS, the City of Waconia (the “City”) desires to contract police services with Carver County and the Carver County Sheriff’s Department; and

WHEREAS, such contracts are authorized by the provisions of Minnesota Statutes, Chapter 471.59, and the 1961 Session Laws, Chapter 693; and

WHEREAS, said contract will be for police services provided during the 2017 calendar year under the terms and conditions contained within the contract.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia, Minnesota, hereby approves the Contract for Police Services for the 2017 calendar year, attached hereto and by said references incorporated herein in its entirety.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator are hereby authorized and directed to execute said Contract on behalf of the City.

Adopted by the City Council of the City of Waconia this 12th day of December 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

CONTRACT FOR POLICE SERVICES

Waconia

THIS AGREEMENT, made and entered into this day of , by and between the County of Carver, through its Sheriff's Office (hereinafter, "County"), and the City of Waconia (hereinafter, the "City"), and, collectively known as the "parties".

WHEREAS, the City desires to enter into a contract with the County whereby the County will provide police services within the boundaries of the City; and

WHEREAS, the County agrees to render such services upon the terms and conditions hereinafter set forth; and

WHEREAS, Minnesota Statutes Section 471.59 authorizes governmental units in the State of Minnesota to enter into agreements by resolution with any other governmental unit to perform on behalf of that unit any service or function which that unit would be authorized to provide for itself; and

WHEREAS, said contract is authorized by Minnesota Statute, Section 471.59, 436.05, and Minnesota Statute, Section 366 and 367;

NOW, THEREFORE, it is agreed between the parties as follows:

ARTICLE I

PURPOSE: The purpose of this Agreement is to secure police contracting services for the City. Minnesota Statutes, Section 471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties. Minnesota Statutes, Section 436.05 allows municipalities to contract with other municipalities for police services.

ARTICLE II

1. POLICE SERVICES. The County agrees to provide police service within the corporate limits of the City to the extent and in the manner set forth below:
 - 1.1 Police services to be provided under this contract shall encompass those police duties and functions which are the type statutorily deemed to be the responsibility of the local communities;
 - 1.2 With input from the City, the County shall assign personnel as necessary;
 - 1.3 All matters incident to the performance of such service or the control of personnel employed to render such service shall be and remain in the control of the County;

- 1.4 In the event a dispute arises between the parties concerning the type of service to be rendered, or the manner in which such service is provided, the County shall retain sole discretion in determining a solution to said dispute (e.g., re-assignment of personnel, types of patrol, level of service available); and
- 1.5 The police services will be provided to the City for the selected number of contracted hours and/or full time equivalent (FTE) personnel. Such services shall not include situations in which, in the opinion of the County, a police emergency occurs which requires a different use of the personnel, patrol vehicle, equipment, or the performance of special details relating to police services. It shall also not include the enforcement of matters which are primarily administrative or regulatory in nature (e.g., zoning, building code violations).

ARTICLE III

SPECIAL EVENT OR ADDITIONAL SERVICES. If the City desires additional police services over and above the hours and/or FTE's contracted for in this Agreement, the City shall contact the Sheriff's Office contract manager or designee noted in this Agreement. The County will invoice the City for these additional services pursuant to Minnesota Statute, Section 471.425, Prompt payment of local government bills, Subdivision 2(a) For municipalities who have governing boards which have regularly scheduled meetings at least once a month, the standard payment period is defined as within 35 days of the date of receipt.

ARTICLE IV

COOPERATION AMONG PARTIES. It is hereby agreed that the parties and all of their officials, personnel, agents and employees shall render full cooperation and assistance to each other to facilitate the provision of the services selected herein.

ARTICLE V

1. PROVISION OF EQUIPMENT. It is agreed that the County shall provide all necessary labor, supervision, vehicle, equipment, and supplies to maintain and provide the police services selected herein.
2. OFFICE SPACE. If an FTE is requested, the City shall provide office and work space for the assigned personnel.
3. FINANCIAL LIABILITY. The City does not assume liability for the direct payment of any salaries, wages, or other compensation to personnel employed by the County to perform the selected services. It is agreed that all personnel shall be employees of the County and the County shall be responsible for providing worker's compensation insurance and all other benefits to which such personnel shall become entitled by reason of their employment with the County.

4. MUTUAL INDEMNIFICATION. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its personnel and employees against any and all liability loss, costs, damages, expenses, claims or actions, including attorney's fees which its personnel and employees may hereafter sustain, incur or be required to pay, arising out of or by reason for any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract. Liability of the County or other Minnesota political subdivisions shall be governed by the provisions of the Municipal Tort Claims Act, Minnesota Statutes, Chapter 466, and other applicable laws.

It is further understood that Minnesota 471.59, Subd. 1a applies to this Agreement. 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.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other party, and arising out of acts or omissions related to this Agreement.

LIABILITY

- (a) It is understood and agreed that liability shall be limited by the provisions of Minnesota Statutes Chapter 466. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes Section 466.04. To the full extent permitted by law, actions by 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 set forth in Minnesota Statutes, Section 471.59, Subdivision 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.
- (b) For purposes of determining total liability damages, the participating governmental units and the joint board, if one is established, are considered a single governmental unit and the total liability for the participating governmental units and the joint board, if established, shall not exceed the limits on governmental liability for a single governmental unit as specified in State Statute, Section 3.736 or Section 466.04, Subdivision 1, or as waived or extended by the joint board or all participating governmental units under State Statute, Section 3.736, Subdivision 8 or Section 471.981. 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.

5. INSURANCE. The County agrees that all insurance required to adequately insure vehicles, personnel and equipment used by the County in the provision of the selected services will be provided by the County.

ARTICLE VI

1. TERM. The term of this contract shall be January 1, 2017 to December 31, 2017. The term of this Agreement may be extended for up to an additional sixty (60) days under the same terms and conditions, provided the parties are attempting in good faith to negotiate a new Agreement. This Agreement extension shall automatically terminate upon the parties' entering into a new written Agreement, or on the sixtieth (60th) day, whichever occurs first.
2. RATE. The Sheriff's Office has presented the City with a recommended police plan which includes the police contract rates.
3. NOTICE.
 - 3.1 If the County does not desire to enter into a contract for police service for 2018, the City shall be so notified in writing six (6) months prior to the expiration of the current contract.
 - 3.2 On or before August 15 of the current contract year, the County shall notify the City of the police contract rates for the following year.
 - 3.3 The City shall notify the County of its intention to contract for police services for the following year no later than October 15 of the current contract year.
 - 3.4 In the event the City shall fail to give notice as required above, the County shall presume the City does not desire to enter into an Agreement with the County for police services.
 - 3.5 Notice under the above provisions shall be sent to:

Commander Paul Tschida
Carver County Sheriff's Office
606 East 4th Street
Chaska, MN 55318
ptschida@co.carver.mn.us
Office: 952-361-1207
Cell: 952-457-7302

City of Waconia
Susan Arntz, Administrator
201 S. Vine Street
Waconia, Mn. 55387
Phone: 952-442-3100

ARTICLE VII

MENU OF POLICE SERVICES

1. POLICE STAFFING OPTIONS

1.1 FULL TIME EQUIVALENT (FTE) PERSONNEL OPTION

1.1.1 FTE personnel are Full Time Employees dedicated to the contract community. The FTE deputies compensated time includes regular assignment duties, training, holidays, vacation, sick leave and other benefited time. The FTE deputy position is not automatically backfilled when the deputy is away from assignment for the above types of compensated time. The FTE deputy costs include: salary, benefits, supervision, administration, training, clerical support, insurance, and county overhead. The FTE costs do not include additional hours which are necessary for court or filling a shift for a compensated day off.

The first forty (40) hours the deputy is gone from the community while on military leave will not be backfilled. The Sheriff's Office will backfill the position or credit back the time for military leave after the first 40 hours.

The first eighty (80) hours a deputy is gone from the community on FMLA leave will not be backfilled; it will be treated like sick leave. The Sheriff's Office will backfill the position or credit back the time for FMLA after the first 80 hours of FMLA is completed.

If the City requests coverage for compensated days off noted above, it is recommended the City set aside a contingency for additional hours. Additional hours for deputies will be billed at \$59.21.

The SouthWest Metro Drug Task Force will invoice \$2,100 separately.

Hours worked on a designated holiday will be billed at double the FTE's hourly pay rate per the collective bargaining agreement(s).

PERSONNEL COST

Deputy	4 (2184 FTE)	\$404,072
Sergeant	1 (2080 FTE)	\$128,875
CSO	1 (2080 FTE)	\$69,597
Deputy	1 (2080FTE) Start July 1, 2017	\$49,407

VEHICLE COST

Patrol Vehicle – 3	<u>\$63,279</u>
--------------------	-----------------

TOTAL POLICE SERVICES

\$715,230

2. PAYMENT. The Sheriff shall invoice one half of the total amount of the current year police staffing option cost hereunder, or \$357,615 to be paid on or before June 30 of the current contract year. The Sheriff shall invoice the remaining half, or \$357,615 to be paid on or before November 30 of the current contract year.
3. MINNESOTA STATE POLICE AID. The County, upon receiving Minnesota State Police Aid, shall reimburse the City pursuant to Minnesota Statute, Section 69.011.

ARTICLE VIII

1. DATA. All data collected, created, received, maintained or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act, Minnesota Statute Section 13, or the appropriate Rules of Court and shall only be shared pursuant to laws governing that particular data.
2. AUDIT. Pursuant to Minnesota Statute Section 16C.05, Subdivision 5, the parties agree that the State Auditor or any duly authorized representative at that 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 related to this Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.
3. NONWAIVER, SEVERABILITY AND APPLICABLE LAWS. Nothing in this Agreement shall constitute a waiver by the parties of any statute of limitation or exceptions on liability. If any part of this Agreement is deemed invalid such shall not affect the remainder unless it shall substantially impair the value of the Agreement with respect to either party. The parties agree to substitute for the invalid provision a valid one that most closely approximates the intent of the Agreement.

The laws of the State of Minnesota apply to this Agreement.

4. MERGER AND MODIFICATION. 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. 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.

IN WITNESS THEREOF, the Municipality has caused this Agreement to be executed by its Mayor and by the authority of its governing body on this _____ day of _____, _____

SIGNED: _____ DATE: _____
Mayor

SIGNED: _____ DATE: _____
City Administrator

IN WITNESS THEREOF, the County of Carver has caused this Agreement to be executed by its Chair and attested by its Administrator pursuant to the authority of the Board of County Commissioners on this _____ day of _____, _____

COUNTY OF CARVER:

SIGNED: _____ DATE: _____
CHAIR, BOARD OF COMMISSIONERS

SIGNED: _____ DATE: _____
SHERIFF

Attest

SIGNED: _____ DATE: _____
COUNTY ADMINISTRATOR

DRAFT



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016					
Item Name:	2017 Pay Plan					
Originating Department:	Administration					
Presented by:	Susan Arntz					
Previous Council Action (if any):	Approval of 2017 Budget & Levy					
Item Type (X only one):	<input type="checkbox"/> Consent	<input type="checkbox"/>	<input checked="" type="checkbox"/> Regular Session	<input type="checkbox"/>	<input type="checkbox"/> Discussion Session	<input type="checkbox"/>

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

Adopt Resolution 2016-236, Approving 2017 Pay Plan.

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

As part of the 2017 budget the City has programmed an increase in wages for all employees of 2% and be allowed to make a step movement effective January 1st if eligible per our employee reference manual.

There are a few positions that are also affected by a required market adjustment. The Personnel Committee is recommending a cap of all changes at 4% to the overall wage scale.

The City also has programmed an increase of approximately 6.4% to the contribution made by the City on the behalf of eligible employees to be applied toward the City benefit programs.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: All Funds

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. 2016-236**

RESOLUTION APPROVING THE 2017 PAY PLAN

WHEREAS, the City of Waconia (the “City”) desires to offer a pay and benefits plan that is adequate to retain and attract competent employees; and

WHEREAS, the City has adopted the 2017 Budget & Levy which reflects programmed changes to the current pay plan; and

WHEREAS, these changes reflect a 2% increase in wages and market adjustments for certain job classes where a maximum of 4% for overall scale adjustments is recommended by the Personnel Committee, effective January 1, 2017;

WHEREAS, the budget also allows for employees to advance within their steps as they may be eligible; and

WHEREAS, these changes also reflect increases of approximately 6.4% to the City contribution toward the cost of benefits offered by the City; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia, Minnesota, hereby approves the attached Pay Plan and changes to benefits referenced.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan Arntz, City Administrator

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

City of Waconia 2017 Step System

Position	Start	Annual	Annual	Annual	Annual	Annual	Annual	% Increase
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	
Receptionist/Cashier (FT)	\$18.32	\$18.86	\$19.40	\$19.94	\$20.47	\$21.01	\$21.55	2.0%
Office Assistant	\$20.89	\$21.50	\$22.12	\$22.73	\$23.35	\$23.96	\$24.58	2.1%
Finance Clerk	\$22.14	\$22.79	\$23.45	\$24.10	\$24.75	\$25.40	\$26.05	2.0%
Maintenance Worker	\$23.49	\$24.18	\$24.87	\$25.56	\$26.25	\$26.94	\$27.63	2.0%
Utility Maintenance Worker	\$24.10	\$24.81	\$25.52	\$26.22	\$26.93	\$27.64	\$28.35	4.0%
Maintenance Technician	\$25.28	\$26.03	\$26.77	\$27.51	\$28.26	\$29.00	\$29.74	2.0%
Mechanic	\$25.28	\$26.03	\$26.77	\$27.51	\$28.26	\$29.00	\$29.74	2.0%
Asst. Planner	\$25.78	\$26.54	\$27.30	\$28.06	\$28.82	\$29.58	\$30.33	2.0%
IT Technician	\$27.39	\$28.19	\$29.00	\$29.80	\$30.61	\$31.41	\$32.22	4.0%
Accountant	\$26.18	\$26.95	\$27.72	\$28.49	\$29.26	\$30.03	\$30.80	2.0%
Maintenance Supervisor	\$65,597	\$67,527	\$69,456	\$71,385	\$73,315	\$75,244	\$77,173	2.0%
Assistant City Administrator	\$75,600	\$77,823	\$80,047	\$82,270	\$84,494	\$86,717	\$88,941	-4.8%
Community Dev. Director	\$85,325	\$87,835	\$90,345	\$92,854	\$95,364	\$97,873	\$100,383	4.0%
Director of Finance	\$92,285	\$94,999	\$97,713	\$100,427	\$103,142	\$105,856	\$108,570	2.7%
Director of Public Services	\$92,710	\$95,437	\$98,164	\$100,890	\$103,617	\$106,344	\$109,071	2.0%
City Administrator	\$111,517	\$114,797	\$118,077	\$121,357	\$124,637	\$127,917	\$131,197	4.0%

PARTTIME	Step 1	Step 2	Step 3	% Increase
Seasonal Maintenance	\$12.75	\$13.25	\$13.75	0.0%
OTHER				
Intern	\$10.00	\$11.00	\$12.00	0.0%
Fire Chief			\$3,250	3.1%
Assistant Chief			\$1,950	3.1%
Fire Captain			\$1,300	3.3%
Fire Lieutenant			\$1,025	2.7%
Fire Officer/Secretary			\$1,300	3.3%
Firefighters			\$11.80	2.3%



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016					
Item Name:	Contract for Vending Services					
Originating Department:	Administration					
Presented by:	Susan Arntz, City Administrator					
Previous Council Action (if any):	2013 Approve contract with Midwest Vending					
Item Type (X only one):	Consent	<input checked="" type="checkbox"/>	Regular Session	<input type="checkbox"/>	Discussion Session	<input type="checkbox"/>

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

Adopt Resolution No. 2016-237 , Approving Contract for Vending Services with Midwest Vending.

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

The City’s contract with Midwest Vending has expired. Upon review of the contract and other possible contracts, Staff is recommending that we enter into a new agreement with Midwest Vending to continue services. We have met with the Vendor and the improvement to the agreement will include:

Adding a commission for the Cold Food/Beverage vending machine at Safari Island; currently this machine does not pay a commission to the city. We will continue to receive a 10 to 15% commission on the remaining machines. Midwest Vending will meet with each facility review the options included in the machines for update. Specifically, we will be working to improve the healthy choices at Safari Island.

We recommend Plan 1, which will include all locations and the machines.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: Safari Island, Ice Arena, City Employee Fund

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. 2016-237**

**RESOLUTION APPROVING VENDING SERVICES
AND AUTHORIZING CONTRACT**

WHEREAS, The City has vending machines located throughout all of the facilities to provide for beverage, snack, and food sales as well as generate revenue for the City through commissions; and

WHEREAS, the City wishes to enter into an agreement for vending services that reduces the amount of staff oversight, improves revenue generation, and provides better customer service.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby approves the vending services proposal from Midwest Vending and authorizes the City Administrator to execute a contract with Midwest Vending.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn

ATTEST: _____
Susan MH Arntz, City Administration

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



AGREEMENT

THIS AGREEMENT, made this December 12, 2016, between

City of Waconia

Hereinafter known as Customer

And

Midwest Vending, Inc., hereinafter known as “**the Operator**”,

Witnessed:

WHEREAS, Customer is desirous of granting **the Operator** exclusive privilege of operating all candy/snack, and cold beverage vending machines within the designated areas

WHEREAS, the Operator represents that **the Operator** is duly qualified to operate a vending machine service;

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS;

A. PERMIT TO OPERATE: Subject to the terms and responsibilities set forth in this agreement, **Customer** grants the exclusive right to **the Operator** to operate and maintain vending machines for the retail sale of beverage and snacks at **Waconia City Hall, Safari Island Pool/Community Center, Waconia Public Services and Waconia Ice Arena.**

This permit is made to **the Operator** only and is not transferable and cannot be further contracted. This agreement will have a term of three (3) years by mutual agreement. The three (3) year term of this agreement will commence December 12, 2016, and terminate on December 31, 2019 unless extended.

Customer agent for administration of this contract is City Administrator, or designee.

B. RESPONSIBILITIES OF THE OPERATOR: **The Operator** shall have the following responsibilities with respect to the vending machine service program (hereinafter referred to as vending machines).

1. **The Operator** agrees to install, operate and maintain coin or currency operated vending machines capable of automatically dispensing permitted items within the area named above and in the area of the building now designated. It is understood that only vending machines will be permitted and it is expressly intended to preclude the operator from establishing a stand or shop for the purposes of selling any items and also to exclude any form of personal salesmanship.

B. RESPONSIBILITIES OF THE OPERATOR, continued

The Operator must own, purchase or rent vending machines. **Customer** is not responsible for their procurement or cost. All vending equipment and security measures shall have the approval of **Customer** prior to installations. Equipment must have been manufactured in 2005 or later. **The Operator** shall guarantee that all equipment shall meet the approval of State and local health department specifications, and the specifications published by the United States Public Health Federation. **The Operator** shall retain ownership of the vending equipment.

2. **The Operator** will not erect or allow to be erected any signs, displays, or advertising devices in the buildings except for those signs contained on the vending machine, which are necessary for identification and the proper control and maintenance of the individual vending machines.

3. **The Operator** will carry and keep in force during the full term of this agreement at the Operator's own expense a policy or policies of insurance as insured in the amounts and of the type as follow:

<u>COVERAGE</u>	<u>MINIMUM LIMITS</u>
<u>COMMERCIAL GENERAL LIABILITY</u>	
COMBINED SINGLE LIMIT	\$1,000,000
OR	
BODILY INJURY/PROPERTY DAMAGE	\$1,000,000 EACH OCCURRENCE
<u>AUTOMOBILE LIABILITY (INCLUDING HIRED AND NON-OWNED)</u>	
COMBINED SINGLE LIMIT	\$1,000,000
OR	
BODILY INJURY/PROPERTY DAMAGE	\$ 500,000 EACH PERSON \$1,000,000 EACH OCCURRENCE

WORKMEN'S COMPENSATION INSURANCE (AS REQUIRED BY LAW)

The Operator shall provide a Certificate of Insurance to **Customer** (upon request).

4. **The Operator** shall at all times, keep or cause to keep the machines in proper mechanical working order, making all necessary repairs, and keep or cause to keep the machines adequately stocked so as to insure continuous service.

5. **The Operator** will make refunds whenever a customer makes a complaint. Refunds will be paid to patrons from the front desk, and **the Operator** will reimburse refunds paid on a regular basis.

6. **The Operator** shall assume all risk for any loss of and to its equipment, money and products from whatever cause including, but not limited to theft, vandalism.

7. **Customer** shall at all times retain the right to inspect the machines and vending area to assure maximum cleanliness and otherwise compliance with specifications.

B. RESPONSIBILITIES OF THE OPERATOR, continued

8. All receipts from vending operation shall belong to **the Operator**, who shall be responsible for all **Operator** costs herein.

9. This agreement may not be canceled by **Customer** or **the Operator** at any time without cause. **Customer** may cancel this contract for breach, as determined by **Customer** which shall consider such items as, but not limited to: insufficient insurance coverage, or if quality of service is unsatisfactory to **Customer**. **Customer** shall provide ten (10) calendar working days written notice of contract breach and unless within ten (10) calendar days such breach has ceased and arrangements made to correct by **the Operator**, **Customer** may cancel this contract by giving ninety (90) days notice in writing by registered or certified mail of its intention to cancel this contract.

10. The parties hereto mutually agree that pricing may, from time to time, require adjustments to cover contemporary changes in costs and expenses.

11. The representatives of the respective parties to this agreement, by their signatures below, acknowledge that each has authority to enter into this agreement on behalf of their organizations.

MIDWEST VENDING, INC.
Warren Jackson

DATE

City of Waconia
Susan Arntz

DATE _____

SCHEDULE A

PRICING

20 OZ BOTTLE SODA	\$1.85
Can Pop	\$0.85
CANDY	\$0.60 - \$1.25
CHIPS	\$0.75 & 1.25
SNACKS	\$0.85 - \$1.75
Gum/Mints	\$0.75
Cold Food	\$0.75 - \$2.85

Equipment

Safari Pool

- 2 – Cold Beverage**
- 2 – Snack**
- 1 – Bev/Snack combo**

Ice Arena

- 3 – Cold Beverage**
- 1 - Snack**

Public Services

- 1 – Cold Beverage**
- 1 - Snack**

City Hall

- 1 – can/bottle**

Special Items

- Equipment to accept USConnect rewards card – No transaction fees**
- Equipment to have LED lighting**
- Equipment to have credit and debit card feature available**
- Equipment to have bill acceptors (\$1.00 & \$5.00)**
- Equipment to have Cantaloupe 24 hour monitoring system**
- Equipment to have TRC (The Right Choice Wellness) options**

Commission Schedule

Plan 1 all locations (with Safari Island included)

- Bottle pop & Energy drinks 10% (includes food/combo)**
- Can beverage 15%**
- Hot beverage 10%**
- Snacks 12%**



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016		
Item Name:	Resolution Appointing Fire Department Officers		
Originating Department:	Administration		
Presented by:	Susan Arntz, City Administrator		
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 2016-238, Appointing Fire Department Officers

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

As we continue to work with the consultants on our staffing study for the Fire Department, the Personnel Committee has recommended that we offer the 2016 officers an opportunity to continue in their roles until June 30, 2017. This will allow the City time to conclude the study, review recommendations, and make decisions about next steps.

The following would be the slate of officers from January 1 to June 30, 2017.

- Fire Chief – Mark Morse
- Assistant Chief 2 – Brandon Kolesar
- Assistant Chief 3 – Jeff Hillstrom,
- Capt. 1 Engine – Aaron Sorensen
- Capt. 2 Hose – Mike Dressel
- Capt. 3 Ladder – Justin Sorensen
- Capt. 4 SCBA – Drew Gulden
- Lt. 1 Engine – Randall Sorensen
- Lt. 3 Ladder – Erik Olson
- Secretary - Devin Noeldner

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

**CITY OF WACONIA
RESOLUTION NO. 2016-238**

RESOLUTION APPOINTING FIRE DEPARTMENT OFFICERS

WHEREAS, the City appoints officers of the Fire Department annually; and

WHEREAS, the City is in the process of reviewing staffing for the Fire Department and intends to finish this study in early 2017; and

WHEREAS, the Personnel Committee has determined it to be in the best interest of the City to offer to the existing officers an opportunity to continue their roles until June 30, 2017 to allow for the study to conclude and decisions about leadership be made.

NOW, THEREFORE, BE IT RESOLVED, that, the City Council hereby appoints the following individuals to the designated officer positions within the Fire Department to be effective January 1, 2017 to June 30, 2017:

- Fire Chief – Mark Morse
- Assistant Chief 2 – Brandon Kolesar
- Assistant Chief 3 – Jeff Hillstrom,
- Capt. 1 Engine – Aaron Sorensen
- Capt. 2 Hose – Mike Dressel
- Capt. 3 Ladder – Justin Sorensen
- Capt. 4 SCBA – Drew Gulden
- Lt. 1 Engine – Randall Sorensen
- Lt. 3 Ladder – Erik Olson
- Secretary - Devin Noeldner

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administration

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016				
Item Name:	Appointments to Planning Commission, Park Board, and Commission on Aging				
Originating Department:	Administration				
Presented by:	Personnel Committee/Shane Fineran, Assistant 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 (Include motion in proper format.)

Adopt Resolution No. 2016-239, Approving Appointments to Planning Commission, Park Board, and Commission on Aging (to be presented at meeting)

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

The Personnel Committee scheduled meetings with candidates for the open Commission positions on Sunday, December 4 and Saturday, December 10. We hope to finalize recommendations on December 10 and will bring a list of the proposed appointments to the Council Meeting on the 12th

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: **Operating Budgets**

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016				
Item Name:	2017 Fee Schedule Ordinance Amendment				
Originating Department:	Finance				
Presented by:	Nicole Lueck				
Previous Council Action (if any):					
Item Type (X only one):	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Consent</td> <td style="width: 25%; text-align: center;">X</td> <td style="width: 25%;">Regular Session</td> <td style="width: 25%;">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 ORDINANCE NO. 700 AMENDING CHAPTER 1100 OF THE WACONIA CITY CODE RELATED TO PERMITS, LICENSES, AND FEES AND TO AUTHORIZE SUMMARY PUBLICATION

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

With the approval of the 2017 budget, the fee schedule ordinance needs to be updated with the increased fees for Safari Island, ice arena, and utility fund user fees along with staff time rates. Cancellation information was also removed from the fee schedule as Rink Management Services has established criteria for cancellation of programs and ice rentals. Other corrections and updates have been added for items that have changed in cost or are added services provided by the City starting in 2016.

Staff recommends approval of the attached changes to Chapter 1100 of the Waconia City Code related to permits, licenses, and fees as approved with the adoption of the 2017 budget.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: All Funds/Departments

Budget Information:

_____ Budgeted

_____ Non Budgeted

_____ Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Planning Commission

Parks and Recreation Board

Safari Island Advisory Board

Other

**CITY OF WACONIA
ORDINANCE NO. 700**

**AN ORDINANCE AMENDING CHAPTER 1100 OF THE WACONIA CITY CODE
RELATED TO PERMITS, LICENSES AND FEES**

The City Council of the City of Waconia does hereby ordain:

SECTION 1. Chapter 1100 of the Waconia City Code is hereby amended as listed below:

Department	Fee Description	Current Rate	Proposed New	Unit	Additional Information
Recreation					
Safari Island					
Memberships					
	Adult Resident - Basic	\$ 341.00	\$ 363.00	Annual	
	Adult Resident - Platinum	\$ -	\$ 473.00	Annual	New
	Adult Non-Resident - Basic	\$ 401.00	\$ 418.00	Annual	
	Adult Non-Resident - Platinum	\$ -	\$ 528.00	Annual	New
	Youth/Senior Resident - Basic	\$ 261.00	\$ 275.00	Annual	
	Youth/Senior Resident - Platinum	\$ -	\$ 330.00	Annual	New
	Youth/Senior Non-Resident - Basic	\$ 321.00	\$ 341.00	Annual	
	Youth/Senior Non-Resident - Platinum	\$ -	\$ 396.00	Annual	New
	Senior May-Oct/Nov-April Resident	\$ 191.00	\$ -	Annual	Remove Option
	Senior May-Oct/Nov-April Non-Resident	\$ 251.00	\$ -	Annual	Remove Option
	Family Resident - Basic	\$ 503.00	\$ 539.00	Annual	
	Family Resident - Platinum	\$ -	\$ 715.00	Annual	New
	Family Non-Resident - Basic	\$ 563.00	\$ 594.00	Annual	
	Family Non-Resident - Platinum	\$ -	\$ 770.00	Annual	New
	Adult Corporate	\$ 306.90	\$ -	Annual	Remove Option
	Family Corporate	\$ 452.70	\$ -	Annual	Remove Option
	Youth/Senior Corporate	\$ 234.90	\$ -	Annual	Remove Option
	Employee Rate - Family - Basic	\$ 162.00	\$ 192.00	Annual	
	Employee Rate - Family - Platinum	\$ -	\$ 384.00	Annual	New
	Employee Rate - Adult - Platinum	\$ -	\$ 10.00	Annual	New
Daily Entrance Fee					
	Adult Resident	\$ 7.50	\$ 8.00	Day	
	Youth/Senior Resident	\$ 6.50	\$ 7.00	Day	
	Member Guest Pass	\$ 4.25	\$ 5.00	Day	
	10 Visit Facility Punch Pass	\$ 62.50	\$ 75.00	Card	
	30 Visit Facility Punch Pass	\$ 150.00	\$ 180.00	Card	
	Group Fitness-Member	\$ 2.00	\$ 3.00	Class	
Recreation					
Ice Arena					
Ice Rental					
	Winter Prime Season Fee	\$ 210.00	\$ 215.00	Hour	
	Summer Prime Season Fee	\$ 130.00	\$ 140.00	Hour	
	Summer Non-Prime Season Fee	\$ 120.00	\$ 130.00	Hour	
Open Skate					
	Adult	\$ 3.50	\$ 4.00	Day	
	Youth/Senior	\$ 2.50	\$ 3.00	Day	
	Developmental	\$ 5.50	\$ 6.00	Day	
	Developmental Ice Skate Punch Pass	\$ 49.50	\$ 54.00	Term	
	Developmental Ice Skate Punch Pass-SI Member	\$ 44.00	\$ 48.00	Term	
	Skate Rental	\$ 2.50	\$ 3.00	Day	
	Adult Punch Card_Non SI	\$ 31.50	\$ 36.00	Each	
	Adult Punch Card_SI Member	\$ 28.00	\$ 32.00	Each	
	Youth Open Skate Punch Card_Non SI	\$ 22.50	\$ 27.00	Each	
	Youth Open Skate Punch Card_SI Member	\$ 20.00	\$ 24.00	Each	
	Bubble Hockey	\$ 1.00	\$ 0.50	Each	
Meeting Rooms					
	Large Meeting Room	\$ -	\$ 30.00	Hour	New
	Small Meeting Room	\$ 15.00	\$ 20.00	Hour	
Sewer					
Residential Usage					
	Monthly Base	\$ 10.60	\$ 10.80	Month	
	Tier One (Zero to 3,000)	\$ 4.50	\$ 4.60	Per 1,000	Based on actual water usage for each month
	Tier Two (3,001 to 6,000)	\$ 5.00	\$ 5.10	Per 1,000	January, February, March, April, November, and
	Tier Three (6,001 to 12,000)	\$ 5.55	\$ 5.65	Per 1,000	December; thence monthly based on the
	Tier Four (12,001 and over)	\$ 6.15	\$ 6.25	Per 1,000	average of water usage during January,
	Sewer Only (no City Water Service)	\$ 29.20	\$ 29.70	Month	
Commercial/Industrial Usage					
	Monthly Base	\$ 10.60	\$ 10.80	Month	

Department	Fee Description	Current Rate	Proposed New	Unit	Additional Information
Water					
Residential Usage					
	Monthly Base	\$ 6.70	\$ 6.85	Month	
	Tier One (Zero to 3,000)	\$ 2.60	\$ 2.65	Per 1,000	
	Tier Two (3,001 to 6,000)	\$ 2.85	\$ 2.90	Per 1,000	
	Tier Three (6,001 to 12,000)	\$ 3.10	\$ 3.15	Per 1,000	
	Tier Four (12,001 and over)	\$ 3.40	\$ 3.45	Per 1,000	
	Tier Four - Residential Summer Use	\$ 5.45			Used in summer months (May-October) for usage over allotted irrigation amount (30,000 gallons) & winter usage average.
	Move Out Deposit	\$ 67.00	\$ 69.00	Per 1,000 Move	
Commercial/Industrial Usage					
	Monthly Base	\$ 6.70	\$ 6.85	Month	
	Tier One (Zero to 3,000)	\$ 2.60	\$ 2.65	Per 1,000	
	Tier Two (3,001 to 6,000)	\$ 2.85	\$ 2.90	Per 1,000	
	Tier Three (6,001 to 12,000)	\$ 3.10	\$ 3.15	Per 1,000	
	Tier Four (12,001 and over)	\$ 3.40	\$ 3.45	Per 1,000	
Storm Water					
Residential & Commercial Usage					
	Single Family Residence	\$ 8.50	\$ 9.50	Month	
	Duplex	\$ 10.60	\$ 11.70	Month	
	Minimum Commercial	\$ 19.00	\$ 22.00	Month	Greater of Base Fee or Multiplier
	Minimum Multi-Tenant Commercial	\$ 19.00	\$ 22.00	Month	
	Commercial/Business Storm Water Multiplier	\$ 42.00	\$ 48.00	Formula	Total monthly fee = Impervious Surface x Acreage x Multiplier
Street Lights					
Residential Usage					
	Single Family	\$ 3.15	\$ 3.20	Month	
	Duplex	\$ 6.25	\$ 6.40	Month	
	Multiplex	\$ 20.00	\$ 20.40	Month	
Commercial, Small Institutional, Industrial					
	.01 to 1.0 Acres	\$ 20.00	\$ 20.40	Month	
	1.01 to 2.0 Acres	\$ 26.75	\$ 27.30	Month	
	2.01 to 4.0 Acres	\$ 40.00	\$ 40.80	Month	
	4.01 to 10.0 Acres	\$ 59.50	\$ 60.70	Month	
	10.01 to 100 Acres	\$ 67.00	\$ 68.35	Month	
	Multiplex	\$ 20.00	\$ 20.40	Month	
Administrative Services					
Staff Time Rates					
	Administrative Services	\$ 45.00	\$ 50.00	Hour	
	Planning & Zoning	\$ 40.00	\$ 60.00	Hour	
	Public Works Maintenance Labor	\$ 31.00	\$ 40.00	Hour	
	Utility Maintenance Labor	\$ 35.00	\$ 40.00	Hour	
	Public Services Administrative	\$ 45.00	\$ 60.00	Hour	
	Lifeguard	\$ 12.65		Hour	
	Engineering & Design	\$ 55.00	\$ -	Hour	Based on actual rate provided by City's consulting engineer
	Fire Personnel	\$ 35.00	\$ 40.00	Hour	
Cancellations					
	Programs - Prior to 7 Days of the Activity or Event	\$ 10.00	\$ -	Each	Remove Option
	Programs - Prior to 7 Days of the Activity or Event	\$ 15.00	\$ -	Each	Remove Option
	Programs - 7 days to 48 hours of the Activity or Event	1/2 Program Fee	\$ -		Remove Option
	Ice Rental - Prior to 7 Days of the Activity or Event	\$ 10.00	\$ -	Each	Remove Option
	Ice Rental - 7 days to 48 hours of the Activity or Event	1/2 Hour or Frame	\$ -	Each	Remove Option

SECTION 2. The reminder of Section 1100 of the Waconia City Code shall remain in full force and effect.

SECTION 3. This ordinance shall become effective upon passage, approval, and publication according to law.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



REQUEST FOR COUNCIL ACTION

Meeting Date:	December 12, 2016				
Item Name:	2017 Final Budget				
Originating Department:	Finance				
Presented by:	Nicole Lueck				
Item Type (X only one):	Consent		Regular Session	X	Discussion Session

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

Adopt Resolution No. 2016-240, Adopting 2017 Budget for all General, Enterprise, Special Revenue, Capital Project, and Debt Service Funds

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

The City Council has conducted numerous budget work sessions and held a public information meeting to address the proposed 2017 budgets for all City funds as part of the budgeting process. The attached resolution reflects the proposed final 2017 summary budget of revenues and expenditures. The entire 2017 budget with all line item details is available on the City's website www.waconia.org and a copy is displayed in the front lobby of City Hall at all times.

<p><i>FINANCIAL IMPLICATIONS:</i> Funding Sources & Uses: All Funds</p>	<p><i>ADVISORY BOARD RECOMMENDATIONS:</i></p>
<p>Budget Information:</p> <p style="padding-left: 20px;"><input checked="" type="checkbox"/> Budgeted</p> <p style="padding-left: 20px;"><input type="checkbox"/> Non Budgeted</p> <p style="padding-left: 20px;"><input type="checkbox"/> Amendment Required</p>	<p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>

**CITY OF WACONIA
RESOLUTION NO 2016-240**

**RESOLUTION ADOPTING 2017 BUDGET FOR ALL GENERAL, ENTERPRISE,
SPECIAL REVENUE, CAPITAL PROJECT, AND DEBT SERVICE FUNDS**

WHEREAS, the 2017 Budget for all City Funds has been prepared in the manner prescribed by the Governmental Accounting Standards Board (GASB); and

WHEREAS, Exhibit A is the 2017 Summary Budget for all City Funds; and

WHEREAS, additional budget detail is available at Waconia City Hall and on the official Waconia website www.waconia.org ; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby adopts the 2017 budgets for all City funds including General, Enterprise, Special Revenue, Capital Project and Debt Service Funds.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



2017 Operating Budget Summary

By Division, Revenues vs Expenditures

All Funds

			Expenses	Revenues	Net	
Administrative Services	Administration	101-411 Administration	(543,241)	4,603,487	4,060,245	
	Central Facilities	101-445 Central Facilities	(278,631)	57,862	(220,769)	
	Finance	101-412 Finance	(446,315)	37,500	(408,815)	
	Technology	101-413 Technology	(246,905)		(246,905)	
		Total Administrative Services	(1,515,092)	4,698,849	3,183,756	
Community Development	Building Inspections	101-425 Building Inspections	(189,447)	631,490	442,043	
	Economic Development	101-415 Economic Development	(6,750)		(6,750)	
		202-415 Revolving Loan	(12,700)	37,100	24,400	
	Planning	101-416 Planning	(316,706)	48,900	(267,806)	
		Total Community Development	(525,603)	717,490	191,887	
Culture & Recreation	Recreation	101-443 Recreation	(14,550)	4,000	(10,550)	
		231-443 Safari Island	(1,263,552)	1,342,251	78,699	
		678-443 Ice Arena	(902,479)	949,864	47,385	
		Total Culture & Recreation	(2,180,581)	2,296,115	115,534	
Non-Departmental	Non Departmental	101-000 Transfers	(1,647,000)	228,200	(1,418,800)	
		103-000 PIR	(4,833,380)	4,147,380	(686,000)	
		105-000 Capital Equi	(1,110,150)	1,174,396	64,246	
		107-000 PEG	(7,869)	15,700	7,831	
		301-000 2016 Lease Agreement	(20,903)	139,169	118,266	
		302-000 2015B Debt - Temp Bond	(15,188)	58,061	42,874	
		303-000 PIR Debt	(2,759,111)	2,724,274	(34,837)	
		304-000 2014A Debt	(154,300)	154,408	108	
		305-000 2015A Debt	(686,450)	704,258	17,808	
		306-000 2016A Debt	(114,811)	619,979	505,168	
		344-000 Community Center Debt	(163,638)	157,000	(6,638)	
		410-000 TIF 1 Workforce Housing	(19,000)	20,600	1,600	
		411-000 TIF 2 Auburn Meadows	(134,740)	149,200	14,460	
		412-000 TIF 3 Cherry Street	(7,750)	7,920	170	
		413-000 TIF 4 Pine Business Park	(27,640)	30,040	2,400	
		420-000 Clearwater Shores HIA	(86,150)	66,150	(20,000)	
		Special Tax	701-710 Lodging Tax	(44,100)	44,100	
			Total Non-Departmental	(11,832,179)	10,440,835	(1,391,344)



2017 Operating Budget Summary

By Division, Revenues vs Expenditures

All Funds

Public Safety	Community Safety	101-427 Community Safety	(1,990)		(1,990)
	Fire	101-423 Fire Dept	(390,057)	106,650	(283,407)
	Law Enforcement	101-421 Law Enforcement	(804,230)	102,000	(702,230)
		Total Public Safety	(1,196,277)	208,650	(987,627)
Public Services	Public Services-Parks	101-441 Parks	(441,344)	5,300	(436,044)
		210-441 Park Dedication	(36,000)	42,700	6,700
	Public Services-Streets	101-431 Streets	(1,051,107)	41,100	(1,010,007)
	Utilities-Sewer	602-433 Utilities-Sewer	(3,419,742)	2,861,620	(558,122)
	Utilities-Stormwater	655-433 Utilities-Storm Water	(2,821,983)	2,635,176	(186,807)
	Utilities-Streetlights	668-433 Utilities-Streetlights	(302,500)	253,305	(49,195)
	Utilities-Water	601-433 Utilities - Water	(3,091,376)	2,360,083	(731,293)
			Total Public Services	(11,164,052)	8,199,284
		Total	(28,413,784)	26,561,223	(1,852,561)



REQUEST FOR COUNCIL ACTION

Meeting Date:	December 12, 2016				
Item Name:	2017 Final Levy				
Originating Department:	Finance				
Presented by:	Nicole Lueck				
Item Type (X only one):	Consent		Regular Session	X	Discussion Session

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

Adopt Resolution No. 2016-241, Approving the Final Levy Collectable in 2017

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

The City Council has conducted numerous budget work sessions and held a public information meeting to address the proposed 2017 levy as part of the budgeting process. There was one minor change posted in the PIR Debt, Water, and Sewer utility funds regarding arbitrage reporting since the public information meeting held on Monday, December 5th. Bond Trust Services notified the City of the requirements for this type of reporting in 2017. The total change was about \$9,000 across all 3 funds. There have been no other changes to the departmental budgets.

The attached resolution reflects the proposed final 2017 levy to be certified. A snapshot of the financial model identifies the estimated impact on the 2017 City tax rate, and estimates the final impact to an average valued home. The overall levy including the general levy and special debt levy increased by 11% from 2016. The total final tax levy collectable in 2017 is \$7,225,677.

Finance staff will provide a summary presentation of the 2017 levy and budget at the meeting.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses:</p> <hr/> <p>Budget Information:</p> <p style="margin-left: 20px;">Budgeted</p> <p style="margin-left: 20px;">Non Budgeted</p> <p style="margin-left: 20px;">Amendment Required</p>	<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>
---	--

CITY OF WACONIA

RESOLUTION NO. 2016-241

**RESOLUTION APPROVING THE FINAL TAX LEVY
COLLECTIBLE IN 2017**

BE IT RESOLVED, by the City Council, of the City of Waconia, County of Carver, Minnesota, that the following sum of money is proposed to be levied for the current year, collectible in 2017 upon the taxable property in said City of Waconia for the following purposes:

GENERAL LEVY:

General Fund \$3,980,068
(Not including Local Government Aid (LGA) as determined by the Minnesota Department of Revenue)

SPECIAL LEVIES:

2014A Improvement-1 st St W/Main St/Maple St	\$123,808
2015A Improvement-1 st St W/2 nd St W/Vine St/Maple St & Highway 5	\$679,658
2015B Improvement-Highway 5 Temp	\$15,275
2015C GO Refunding Bonds (Refund 2007C Lease – Public Works)	\$415,013
2016A Improvement-Maple St/Cherry St/5 th St/Capital Equipment	\$312,679
2016 Lease Purchase Agreement – Lion’s Field Grandstand	\$88,569
2010A Improvement-City Hall	\$255,150
2011A Improvement-Birch St/SE Area/Lake St	\$1,251,561
Capital Equipment Certificate of Indebtedness	\$103,896

TOTAL 2017 FINAL LEVY \$7,225,677

The City Treasurer is hereby authorized to transmit a certified copy of this Resolution to the County Auditor of Carver County, Minnesota.

Adopted by the City Council of the City of Waconia this 12th day of December, 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:	December 12 th , 2016						
Item Name:	Sign Plan – Waconia Crossing Planned Development District						
Originating Department:	Community Development						
Presented by:	Lane L. Braaten, Community Development Director						
Previous Council Action (if any):	11/07/16 – Site Plan and Design Review Approval – Sudheimer Retail Addition/Waconia Crossing Commercial Development						
Item Type (X only one):	<table border="1"> <tr> <td>Consent</td> <td></td> <td>Regular Session</td> <td><u>X</u></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent		Regular Session	<u>X</u>	Discussion Session	
Consent		Regular Session	<u>X</u>	Discussion Session			

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

Adopt Resolution No. 2016-242 approving the proposed Sign Plan submitted by Tom Ryan, on behalf of KTJ 290, LLC, for the Waconia Crossing Commercial Development

Or

Motion to Deny Sign Plan request.

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

BACKGROUND:

Applicant: Tom Ryan

Location: Sudheimer Retail Addition

Current Address(es): 10590 & 10594 10th Street West

Current PID#s: 750235100 & 750235200

Legal Description(s): Lots 1, 2 and 3, Block 1, Sudheimer Retail Addition

Zoning: B-1, Highway Business District

REQUEST:

The applicant, Mr. Tom Ryan, on behalf of KTJ 290, LLC, has submitted a Sign Plan for the Sudheimer Retail Addition, which the City Council approved on November 7th, 2016 via Resolutions 2016-215, 2016-216, 2016-217 and 2016-218. The afore-mentioned resolutions approved the Sudheimer Retail Addition Preliminary and Final Plats, and the Site Plan and Design Review for Lots 1, 2 and 3 of the Sudheimer Retail Addition.

The City Council was informed in November that the applicant intended to submit a sign plan for the Planned Development District requesting sign regulations differing from the existing Sign Ordinance. As such, the applicant is requesting monument signage for the three properties which exceed our typical sign ordinance regulations.

APPLICABLE ORDINANCE PROVISIONS:

1. Section 900.10 – Sign Regulations

DEFINITIONS:

Development: A commercial use of three or more principal structures with common characteristics, as determined by the City, or a platted residential use of twenty or more lots with common characteristics, as determined by the City. Common characteristics may include shared access, similar architecture, single ownership or history of site

plan review approval.

Monument Sign: Any one-sided or two-sided free-standing Sign with its entire Sign Area mounted on the ground or mounted on a base at least eighty percent (80%) as wide as the Sign Area.

SIGN PLAN REVIEW:

City Ordinance states *“The City Council may recognize separate Sign plans for planned development districts which will supersede these regulations. Any such Sign plan approved by the City Council will have the effect of a sign ordinance for the applicable Premises of Record. Such an individual Sign plan will only be considered if; (i) the development includes a substantial site area and/or the Sign plan is necessary to address the unique visibility needs of the development; and (ii) the City Council finds that the Sign plan meets the purpose and intent of these regulations.”*

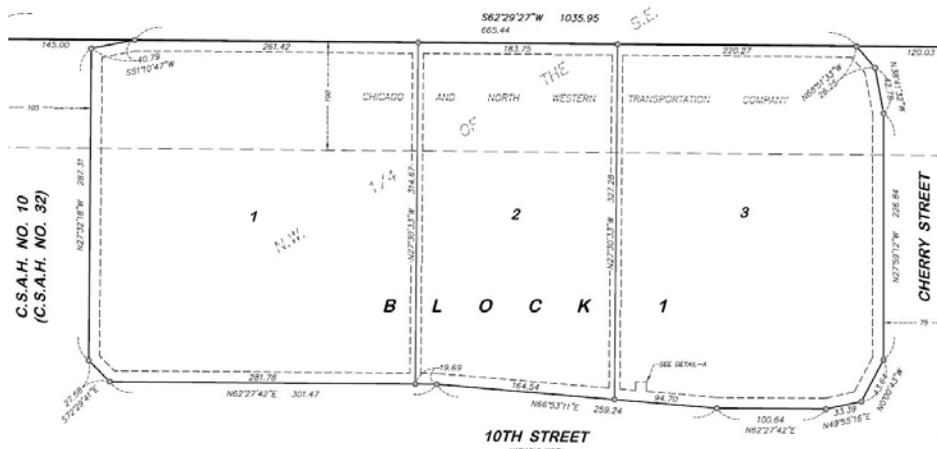
B-1, HIGHWAY BUSINESS DISTRICT AND HIGHWAY DESIGN DISTRICT SIGN STANDARDS

Monument Signs: One Monument Sign is allowed per Premises of Record. The maximum Sign Area of each such Monument Sign shall be based on the Street Frontage of the Premises of Record on which such Monument Sign is located as follows:

FRONTAGE:	MAX. Sign Area in Square Feet:
0 - 199'	40
200' – 299'	50
300' +	60

- a) For corner lots, the owner of the Premises of Record shall decide which Street Frontage of the applicable property will be used to calculate the maximum Sign Area allowed (i.e. the owner may choose one side of the property with Street Frontage or the other, but not both). The Monument Sign must be located on the side of the Premises of Record that was used to perform the above calculation.
- b) No Monument Sign Structure shall exceed 15 feet in height or 15 feet in width. The Monument Sign structure shall not exceed 150 square feet.
- c) For Multi-Tenant Buildings, one Monument Sign per Premises of Record is allowed. The Sign Area of each such Monument Sign shall not exceed 120 square feet, with a maximum Sign Area of 50 square feet per tenant.
- d) Each Monument Sign shall be constructed of materials similar in appearance to those of the principal building that it serves. The ground area around the base of each Monument Sign shall be landscaped with shrubs and landscaping equal to fifty percent (50%) of the Sign Area. Landscape materials shall be selected to withstand the environmental conditions of the site and provide seasonal interest.
- e) No Monument Sign shall be placed closer than ten (10) feet to any public right-of-way line.

Staff has provided the Sudheimer Retail Addition Final Plat below to illustrate the street frontage for each of the parcels along the road sections of Hwy. 5, CSAH 10, 10th Street and Cherry Street.



PROPOSED SIGN STANDARDS

The applicant has submitted the proposed monument signage for consideration for Lots 1, 2 and 3, Block 1, Sudheimer Retail Addition.

PARCEL	FRONTAGE*	B-1 STANDARD SIGN AREA (based on frontage)	PROPOSED SIGN AREA
Lot 1	261.42 ft. (along Hwy. 5 frontage)	120 sq. ft. maximum**	120 sq. ft. maximum
Lot 2	183.75 ft. (along Hwy. 5 frontage)	40 sq. ft. maximum	100 sq. ft. maximum
Lot 3	220.27 ft. (along Hwy. 5 frontage)	50 sq. ft. maximum	100 sq. ft. maximum

* Street frontage calculations are based on the sign location indicated on the attached site plan provided by the applicant (see Attachment #1).

** City code allows additional sign area for multi-tenant signage.

1. Lot 1 - The proposed multi-tenant monument sign proposed for Lot 1, Block 1, Sudheimer Retail Addition meets the City Code Sign standards for Sign Area, which allows one multi-tenant monument sign per Premises of record for a multi-tenant site if the sign area for each such monument sign does not exceed 120 sq. ft. But, the proposed multi-tenant sign does not meet the 150 square foot monument sign structure requirement and therefore needs to be considered as part of the proposed Sign Plan for the development district.
2. Lot 2 - The applicant is proposing a monument sign for Culver’s to be located along Hwy. 5 not to exceed 100 sq. ft. in sign area. The City Council should consider if allowing a monument sign well over the sign area allowed of 40 sq. ft. meets the standards stated above, or if the monument sign should meet the existing sign standards for the B-1, Highway Business District. The applicant has not, as of yet received the dimension drawings of the proposed Culvers sign and therefore is requesting sign area similar to the Holiday Gas Station.
3. Lot 3 – The applicant is proposing a monument sign (in the location of the pylon sign shown on the attached site plan) for a Holiday Gas Station to be located along Hwy. 5 not to exceed 100 sq. ft. in sign area. The City Council should consider if allowing a monument sign double the allowable City Ordinance standards for the B-1 zoning district meets the sign plan standards stated above.

The Planning Commission, at their regular meeting on December 1st, 2016, discussed the sign plan in detail and found the three proposed monument signs to be acceptable and therefore recommended approval of this application.

Staff has concerns regarding the proposed monument signage for the Culver’s and Holiday sites as the proposed monument signage exceeds our current sign regulations by at least double the standard square footage. The Council should consider how the proposed square footage of these individual signs may impact the requests of neighboring commercial developments not located within a development district, which will be limited to monument signs at least ½ the size of the ones proposed for the afore-mentioned sites.

In addition, we do not agree that there are unique visibility issues with the site requiring a larger sign than other properties along Highway 5.

Per the discussion by the Planning Commission on December 1st, 2016, the staff has included some examples of existing signage throughout the community to give the Council a sense of scale when discussing the monument signage for the development (see Attachment #6). The Commission discussed a possible interest in reviewing existing signage but in the end decided to move forward the recommendation at this time.

CONCLUSION/RECOMMENDATION:

The Planning Commission reviewed the Sign Plan at their regular meeting on December 1st, 2016 and recommended approval of the plan as presented via a 5-0 vote.

If the City Council chooses to approve the Sign Plan, the Planning Commission and staff would recommend the approval upon the following conditions:

1. The approved Sign Plan shall be the applicable sign ordinance for Lots 1, 2 and 3, Block 1, of the Sudheimer Retail Addition and shall supersede the regulations stated in Section 900.10, Subd. 4.C. – B-1 and B-4 Districts.
2. All other signage, such as wall signage, shall meet the requirements of the City sign regulations.
3. The ground area around the base of each Monument Sign shall be landscaped with shrubs and landscaping equal to fifty percent (50%) of the Sign Area. Landscape materials shall be selected to withstand the environmental conditions of the site and provide seasonal interest.

Staff has concerns about the recommendation of the Park Board and would welcome further discussion with the Council.

ATTACHMENTS:

1. Draft Resolution (2 pages)
2. Site Plan (1 page)
3. Lot 1 - Multi-Tenant Sign for Waconia Crossing/Center (1 page)
4. Lot 2 – Monument Sign Image for Culvers (1 page)
5. Lot 3 – Monument Sign for Holiday Gas Station (1 page)
6. Existing Monument Signage (1 page)

<i>FINANCIAL IMPLICATIONS:</i>		<i>ADVISORY BOARD RECOMMENDATIONS:</i>	
Funding Sources & Uses:			
Budget Information:		Planning Commission	Recommendation of Approval via a 5-0 vote – December 1st, 2016
Budgeted		Parks and Recreation Board	
Non Budgeted		Safari Island Advisory Board	
Amendment Required		Other	

**CITY OF WACONIA
RESOLUTION NO. 2016-242**

**RESOLUTION APPROVING THE SIGN PLAN
FOR
SUDHEIMER RETAIL ADDITION/WACONIA CROSSING**

WHEREAS, Mr. Tom Ryan (the “Applicant”), on behalf of KTJ 290, LLC, has submitted a Sign Plan application for the Waconia Crossing Planned Development District pursuant to Section 900.10 of the Waconia Code of Ordinances; and

WHEREAS, the Waconia Crossing properties are legally described as Lots 1, 2 and 3, Block 1, Sudheimer Retail Addition; and

WHEREAS, Section 900.10 of the City Code allows the City Council to recognize a separate Sign Plan for planned development districts which would supersede the sign regulations stated in City Code if: (1) the development includes a substantial site area and/or the Sign Plan is necessary to address the unique visibility needs of the development; and (2) the City Council finds that the Sign Plan meets the purpose and intent of these regulations; and

WHEREAS, the Planning Commission reviewed the Sign Plan application at their regular meeting on December 1st, 2016 and recommended approval via a 5-0 vote and subject to the following conditions:

1. The approved Sign Plan shall be the applicable sign ordinance for Lots 1, 2 and 3, Block 1, of the Sudheimer Retail Addition and shall supersede the regulations stated in Section 900.10, Subd. 4.C. – B-1 and B-4 Districts.
2. All other signage, such as wall signage, shall meet the requirements of the City sign regulations.
3. The ground area around the base of each Monument Sign shall be landscaped with shrubs and landscaping equal to fifty percent (50%) of the Sign Area. Landscape materials shall be selected to withstand the environmental conditions of the site and provide seasonal interest.

WHEREAS, the City Council further finds and concludes:

1. Additional signage is necessary for the properties in question to allow visibility of said signage for motorists traveling the Hwy. 5 corridor.
2. The proposed Sign Plan meets the purpose and intent of the City’s sign regulations as the proposed signage effectively promotes the businesses and shall be compatible with surrounding properties.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby approves the Sign Plan for Waconia Crossing subject to the findings noted above.

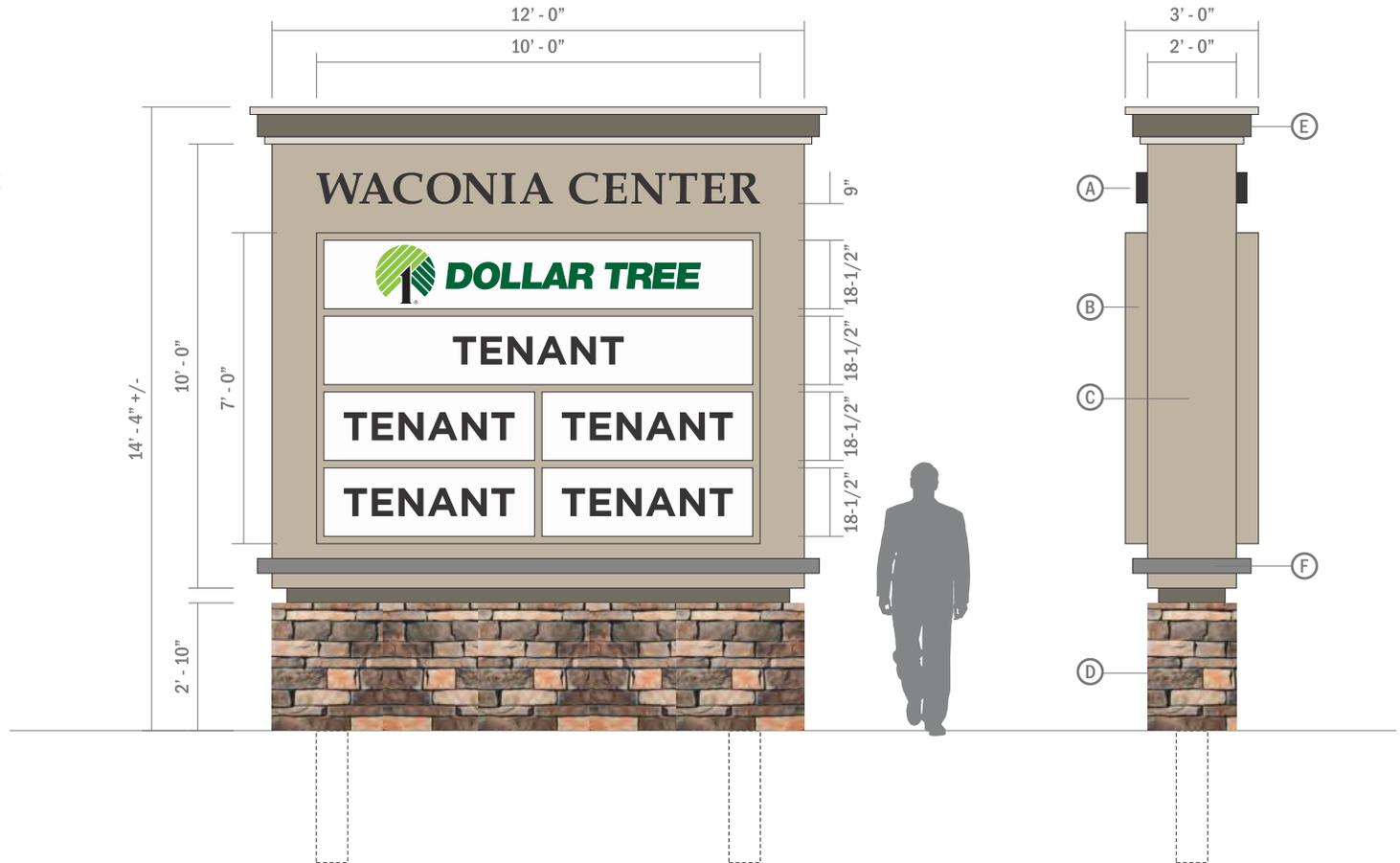
Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

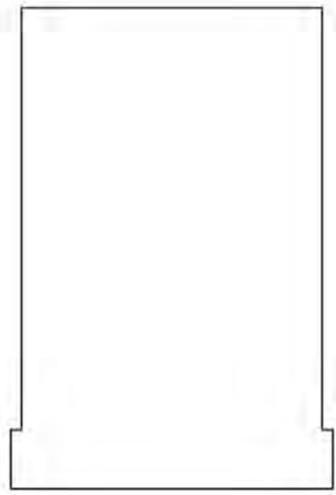
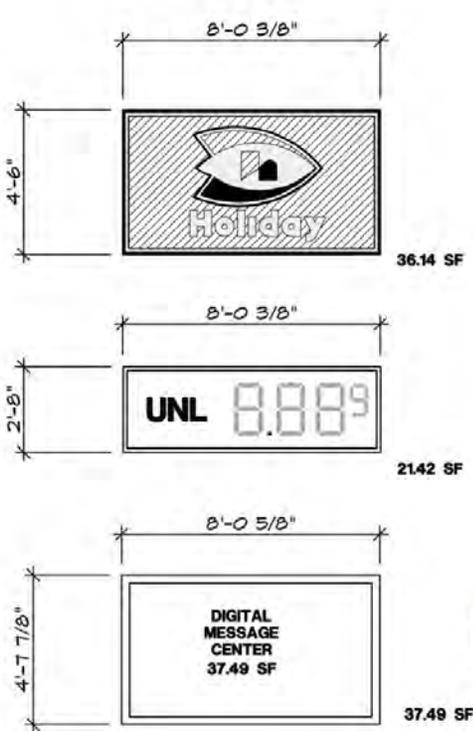
M/ _____	Erickson _____
	Bloudek _____
S/ _____	Carrier _____
	Ayers _____
	Sanborn _____

- (A) 3" DEEP CHANNEL LETTERS WITH 3M BLACK PERFORATED VINYL BLACK RETURNS, TRIMCAP
- (B) (2) 6" DEEP SINGLE FACE CABINETS WITH TENANT PANELS, 2" RETAINERS DIVIDER BARS, 3/16" WHITE POLYCARBONATE FACES WITH VINYL/ DIGITAL PRINT GRAPHICS
- (C) MAIN STRUCTURE, ALUMINUM WITH INTERNAL STEEL FRAME, WITH (2) 8" POLES DIRECT BURIAL
- (D) BOULDER CREEK PRAIRIE BLUFF PRESCOTT S 5890-10 STONE BASE-BY OTHERS
- (E) 2" X 6" ALUMINUM TUBE DECORATIVE DETAIL
- (F) 4" X 4" ALUMINUM TUBE DECORATIVE DETAIL



1 NEW MONUMENT WITH TENANT PANELS: INTERNAL STEEL FRAME & TUBE. ALUMINUM CABINETS & POLE COVERS. PAINT FINISH ON MAIN BODY & CABINET. VINYL DECORATION FOR POLYCARBONATE TENANT PANELS.
 1 3/8" = 1' - 0"





PROPOSED PYLON SIGN

HOLIDAY STATIONSTORE ID:	36.14 SQ.FT.
PRICE SIGN	21.42 SQ.FT.
DIGITAL MESSAGE CENTER	37.49 SQ.FT.
TOTAL (PER SIGN FACE)	95.05 SQ.FT.

141.85 SF TOTAL
OF 150 SF PERMITTED

PROPOSED SIGN @ CONVENIENCE STORE #XXXX WACONIA, MN (CHERRY STREET)

SCALE: $\frac{3}{16}'' = 1'-0''$

STATIONSTORE #0000
Waconia, MN

ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE. SEE CONTRACT FOR ALL CONDITIONS OF SALE AND PROJECT MANUAL FOR ALL SPECIFICATIONS AND NOTES.

WACONIA MONUMENT SIGN OPTIONS
SCALE: 1/4" = 1'-0"

NO.	DATE	REVISION DESCRIPTION

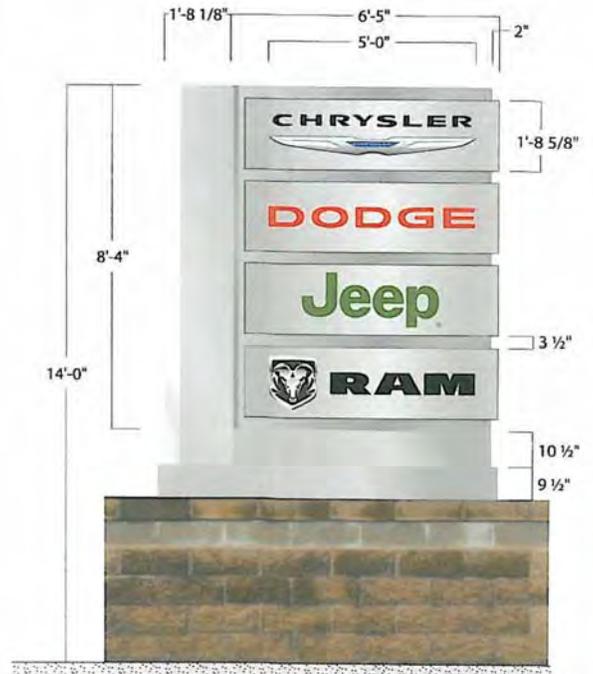
SITE NO: 2016-10-08
STORE #0000

SN1

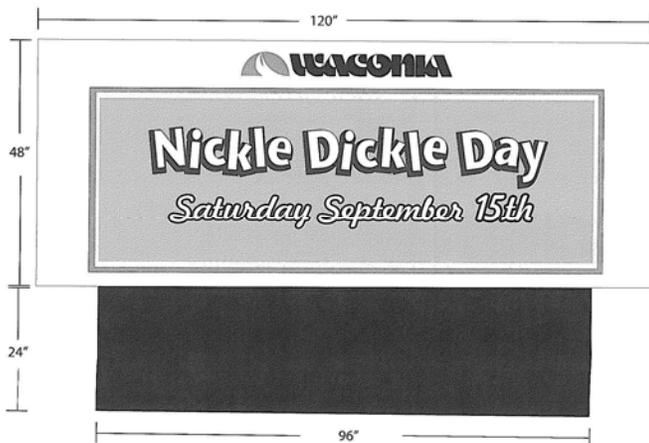
EXAMPLE SIGN AND SIGN AREAS TO ILLUSTRATE EXISTING MONUMENT SIGNAGE ALONG THE HWY. 5 CORRIDOR



120 SQUARE FOOT EXAMPLE—CARIBOU COFFEE SIGN



48 SQUARE FOOT EXAMPLE—WACONIA DODGE SIGN



40 SQUARE FOOT EXAMPLE—CITY SIGN



APPROX. 48 SQUARE FOOT EXAMPLE—TRINITY SIGN

*Images above are not to scale. They are included to represent existing signage within the Hwy. 5 corridor to give a sense of scale to our discussion regarding the Sign Plan.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12 th , 2016
Item Name:	Preliminary & Final Plat – Hilgers and Tenth Street
Originating Department:	Community Development
Presented by:	Lane L. Braaten – Community Development Director
Previous Council Action (if any):	
Item Type (X only one):	Consent <input type="checkbox"/> Regular Session <input type="checkbox"/> <u>X</u> Discussion Session <input type="checkbox"/>

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

Adopt Resolution No. 2016-243 approving the Hilgers and Tenth Street Preliminary and Final Plats.

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

BACKGROUND:

Applicant: Dean Hilgers
Owner: Dean Hilgers
Address: 10580 10th Street West
P.I.D. #: 750232400 & 752560081
Zoning District: B-1, Highway Business District

REQUEST:

The City has received a preliminary and final plat application from Dean Hilgers for the properties located at 10580 10th Street West. The preliminary and final plat, titled Hilgers and Tenth Street, is proposed to include two (2) commercial parcels.

APPLICABLE ORDINANCE PROVISIONS:

1. Section 900.05, Subd. 2.F – B-1, Highway Business District
2. Section 1000 – Subdivision Ordinance

EXISTING CONDITIONS:

The subject parcel is currently home to a used car sales lot. Further, the applicant received approval of an Interim Use Permit (IUP) in 2012 to allow for the unsurfaced parking lot, which was originally set to expire on September 1st, 2015. Prior to the expiration of the IUP in 2015 the applicant requested an extension as a portion of his property was being used for construction purposes during the Hwy. 5 project and the reconfiguration of 10th Street West. The City Council approved the IUP extension request allowing the unsurfaced parking lot to remain until December 31st, 2016. A second extension request has been submitted by the applicant as part of this plat and redevelopment of the property.

PRELIMINARY PLAT REVIEW

SUBDIVISION DESIGN FEATURES

The City of Waconia staff have reviewed the Hilgers and Tenth Street Preliminary Plat drafted by Otto Associates, dated October 18th, 2016 and revised on November 19th, 2016, and provide the following comments:

Streets/Access

The applicant is not proposing the construction of any streets and/or accesses at the time of this application. Future access points to the subject parcels will be reviewed at the time of Site Plan review.

The plans indicate the dedication of the right-of-way for a segment of Fischer Way (shown on the preliminary plat as “Ford Frontage Road”) and 10th Street West, which is consistent with City Ordinance requirements.

Easements

Section 1000.06, Subd. 4 of the City Ordinance requires drainage and utility easements at least 10 feet wide, centered on

the rear and side lot lines of abutting lots and shall have continuity from block to block and lot to lot. The submittal information is recommended to be updated to reflect the required drainage and utility easements and staff has noted this as a condition of approval.

Lots

The subject parcel is zoned B-1, Highway Business District, which requires a minimum lot area of 17,500 sq. ft. and a minimum lot width of 100 ft. The proposed parcels are in conformance with the afore-mentioned standards.

Outlots

The applicant is not proposing any outlots as part of the Hilgers and Tenth Street Plat.

Public Land Dedication, Open Space

City Ordinance requires at least 10% of the gross land in a subdivision shall be dedicated for parks, schools, playgrounds and open space. The City, upon consideration of the particular type of development proposed in the subdivision, may require larger or lesser amounts of land to be dedicated if it determines that the present and future residents of the subdivision would require greater or lesser amounts of land for such purposes. Further, City Ordinance requires payment in lieu of land if the area is not suitable or desirable for park/playground/open space purposes.

The Park & Recreation Board reviewed the Hilgers and Tenth Street Preliminary Plat at their meeting on December 1st, 2016 and determined that the area is not suitable or desirable for land dedication, so they have recommended a cash payment in lieu of land. The Park & Recreation Board has recommended payment in the amount of \$6,900.00, which is consistent with City Ordinance dedication requirements for commercial property. The calculation for determining the park dedication cash payment is indicated below based on the City Ordinance requiring \$5,000 per gross acre of a commercial development.

$$\$5,000 \times 1.38 \text{ acres} = \$6,900$$

For purposes of this development staff has not included the area dedicate for road right-of-way.

Pedestrian Ways and Trails

City Ordinance states *“Subdividers shall define and construct a meaningful pedestrian circulation system subject to City approval which connects to the major trail system and to schools, parks, and shopping areas and shall provide easements to accommodate such movement. Said pedestrian ways shall be coordinated with those of adjacent subdivisions and the Comprehensive Plan.”*

Sidewalks

There is an existing sidewalk along 10th Street West. The future development of Lots 1 and 2, Block 1, of the Hilgers and Tenth Street Plat will require consideration of pedestrian ways and trails connecting to said sidewalk as part of the Site Plan review for each of the parcels.

Trails

There is an existing bituminous trail section along the Hwy. 5 corridor. The future development of Lots 1 and 2, Block 1, of the Hilgers and Tenth Street Plat will require consideration of pedestrian ways and trails connecting to said trail segment during the Site Plan review for each of the parcels.

Landscaping

The landscaping of the properties will be reviewed and approved as part of the Site Plan and Design Review Applications for each of the subject parcels at the time of development/redevelopment.

Utilities & Storm Water Management

The utility and storm water elements will be reviewed and approved as part of the Site Plan and Design Review Applications for each of the subject parcels at the time of development/redevelopment.

FINAL PLAT REVIEW:

Attached you will also find the application material pertaining to the Hilgers and Tenth Street Final Plat as proposed by Dean Hilgers. The proposed final plat is consistent with the Hilgers and Tenth Street Preliminary Plat, which includes the development of two (2) commercial parcels.

Staff recommends approval of the proposed Hilgers and Tenth Street Final Plat application if the Council finds that the preliminary plat meets the City Ordinance requirements.

PUBLIC NOTICE/COMMENT:

The notices were published in the WACONIA PATRIOT on November 17th, 2016 and posted at Waconia City Hall. Individual notices were mailed to all property owners within 350 feet of the subject parcel. As of the date and time of this report the City has not received any comments regarding the proposed Hilgers and Tenth Street Plat.

CONCLUSION/RECOMMENDATION:

The Planning Commission held a public hearing on December 1st, 2016 regarding this application and recommended the City Council approve the Hilgers and Tenth Street Preliminary and Final Plat via a 5-0 vote.

If the City Council chooses to approve the Hilgers and Tenth Street Preliminary and Final Plats the Planning Commission and staff would recommend the approvals with the following conditions:

1. The Hilgers and Tenth Street Preliminary and Final Plats 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 applicant shall obtain, if necessary, Carver County Water Management Organization (CCWMO) approval and permitting for erosion control and storm water management. A copy of any approvals or permits shall be submitted prior to any land disturbing activities.
4. The applicant shall obtain, if necessary, a General Construction Stormwater Permit (NPDES) from the Minnesota Pollution Control Agency and submit a copy to the City prior to any land disturbing activities.
5. All indirect costs related to the permitting, review, and plans associated with engineering and administrative costs shall be paid by the applicant/owner.
6. The watermain, sanitary sewer, grading and storm water issues shall be resolved to the satisfaction of the City Engineer and Public Services Director prior to the issuance of a building permit for the Hilgers and Tenth Street development.
7. Compliance with applicable items contained in Chapter 1000 of the City of Waconia Subdivision Ordinance.
8. The Preliminary Plat and Final Plat documents shall be updated to reflect the required drainage and utility easements per Section 1000.06, Subd. 4.
9. The applicant shall surface the existing gravel parking lot prior to the December 31st, 2016 Interim Use Permit deadline or the City Council shall approve an additional extension for the unsurfaced parking lot not to exceed September 1st, 2017.
10. The future development/redevelopment of the subject properties shall require Site Plan and Design Review by the Planning Commission and City Council prior to any work commencing.
11. The applicant shall revise the application to conform to the City staff review comments included on the attached memo dated November 15th, 2016.

ATTACHMENTS:

1. Draft Resolution (2 pages)
2. Location Map (1 page)
3. Public Hearing Notice (1 page)
4. City Staff Review Comments dated November 15th, 2016 (1 page)
5. Preliminary Plat of Hilgers and Tenth Street (1 page)
6. Hilgers and Tenth Street Final Plat (1 page)

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:

ADVISORY BOARD RECOMMENDATIONS:

Budget Information:

Budgeted

Non Budgeted

Amendment Required

Planning Commission

Parks and Recreation Board

Safari Island Advisory Board

Other

**CITY OF WACONIA
RESOLUTION NO. 2016-243**

**RESOLUTION APPROVING THE HILGERS AND TENTH STREET
PRELIMINARY & FINAL PLAT**

WHEREAS, Mr. Dean Hilgers (the “Applicant”) has submitted a preliminary plat application titled Hilgers and Tenth Street consisting of two (2) commercial parcels pursuant to Chapter 1000 of the Waconia Code of Ordinances; and

WHEREAS, the Applicant has also submitted a final plat application for Hilgers and Tenth Street pursuant to Chapter 1000 of the Waconia Code of Ordinances; and

WHEREAS, the properties are described as PID#s 750232400 and 752560081 and currently addressed as 10580 10th Street West; and

WHEREAS, the Hilgers and Tenth Street Final Plat is consistent with the Hilgers and Tenth Street Preliminary Plat; and

WHEREAS, the Planning Commission conducted a public hearing for the Hilgers and Tenth Street Preliminary and Final Plat applications on December 1st, 2016 and received all public comment; and

WHEREAS, the Planning Commission has reviewed the preliminary and final plat applications and recommends approval of the Hilgers and Tenth Street Plat consisting of two (2) commercial parcels subject to the following conditions:

1. The Hilgers and Tenth Street Preliminary and Final Plats 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 applicant shall obtain, if necessary, Carver County Water Management Organization (CCWMO) approval and permitting for erosion control and storm water management. A copy of any approvals or permits shall be submitted prior to any land disturbing activities.
4. The applicant shall obtain, if necessary, a General Construction Stormwater Permit (NPDES) from the Minnesota Pollution Control Agency and submit a copy to the City prior to any land disturbing activities.
5. All indirect costs related to the permitting, review, and plans associated with engineering and administrative costs shall be paid by the applicant/owner.
6. The watermain, sanitary sewer, grading and storm water issues shall be resolved to the satisfaction of the City Engineer and Public Services Director prior to the issuance of a building permit for the Hilgers and Tenth Street development.
7. Compliance with applicable items contained in Chapter 1000 of the City of Waconia Subdivision Ordinance.
8. The Preliminary Plat and Final Plat documents shall be updated to reflect the required drainage and utility easements per Section 1000.06, Subd. 4.
9. The applicant shall surface the existing gravel parking lot prior to the December 31st, 2016 Interim Use Permit deadline or the City Council shall approve an additional extension for the unsurfaced parking lot not to exceed September 1st, 2017.
10. The future development/redevelopment of the subject properties shall require Site Plan and Design Review by the Planning Commission and City Council prior to any work commencing.

11. The applicant shall revise the application to conform to the City staff review comments included on the attached memo dated November 15th, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby approves the Hilgers and Tenth Street Preliminary and Final Plat subject to the findings noted above.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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

LOCATION MAP—10580 10TH STREET WEST



CITY OF WACONIA, MN
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Planning Commission of the City of Waconia, MN, will hold a public hearing on December 1st, 2016 at 6:30 p.m., at the Waconia City Hall, 201 South Vine Street, Waconia, MN, to consider a Preliminary and Final Plat application by Dean Hilgers for the property legally described as follows:

All that part of the South Half of the Northeast Quarter of Section 23, Township 116, Range 25 lying Southeasterly of the Southeasterly right of way of Minnesota Highway 5; Westerly and Southerly of the Southwest line of Outlots B and D of the plat of FIVE AND TWO EIGHTY FOUR BUSINESS PARK, Carver County, Minnesota.

AND

That part of Outlot D, FIVE AND TWO EIGHTY FOUR BUSINESS PARK, according to the recorded plat thereof described as follows:

Commencing at the most Southerly corner of said Outlot D; thence on an assumed bearing of North 27 degrees 13 minutes 00 seconds West, along the Southwesterly line of said Outlot D, 100.00 feet to the most Westerly corner of Outlot D; thence North 62 degrees 47 minutes 00 seconds East, along the Northwesterly line of said Outlot D, 30.00 feet; thence South 27 degrees 13 minutes 00 seconds East, 100.00 feet to the Southeasterly line of said Outlot D; thence South 62 degrees 47 minutes 00 seconds West, along said Southeasterly line, 30.00 feet to the point of beginning, Carver County, Minnesota.

AND

Outlot A, SUDHEIMER HOMESTEAD ADDITION, Carver County, Minnesota, according to the recorded plat thereof.

The proposed Preliminary and Final Plat titled Hilgers and Tenth Street includes approximately 1.72 acres of land south of Hwy. 5 and west of Fischer Way located at 10580 10th Street West (PID# 750232400).

Pertinent information pertaining to this request is available at the City Hall. Interested persons may submit written or oral comments pertaining to this matter any time prior to the hearing, or at the hearing on Thursday, December 1st, 2016. Written comments will be distributed to the Planning Commission for review and consideration. Please submit written comments by mail, email or in person as follows:

Mail/in person: Lane L. Braaten, 201 South Vine Street, Waconia, MN 55387
Email: lbraaten@waconia.org

By: WACONIA PLANNING COMMISSION
ATTEST: Lane L. Braaten, Community Development Director

(Published in the November 17th, 2016 Waconia Patriot newspaper)



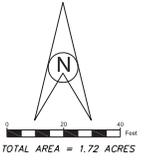
Hilgers and 10th Street Prelim and Final Plat - Review #1 November 15th, 2016

This review is based on the Preliminary and Final Plat documents for Hilgers and Tenth Street submitted on November 2nd, 2016.

General Comments

1. The plats should be revised dedicating the road right of way indicated in the Right of Way Easement per Doc. No. 608847 and the lot sizing and setbacks indicated for Lot 2, Block 1 should be revised accordingly.
2. Stormwater management is provided for this site via a regional system. The pond located southeast of the Cherry Street and 10th Street intersection provides rate control as agreed upon on in Easement Acquisition Memorandum of Understanding dated; February 12, 2015, Item Number 15. The regional stormwater reuse system has the ability to provide irrigation infiltration treatment as described below, and required by Carver County Water Management Organization. In addition, water quality impact costs will be attributed as a result of parcel Development. The one-time Stormwater Reuse Management Connection fee for infiltration, and water quality for parcel Development will assist in storm water compliance. Yearly Operation and Maintenance fees for infiltration reuse must be coordinated with City. In addition, a meter will be required for connection to the irrigation system with annual monthly billing of irrigation reuse water for infiltration requirements.
3. There are private easements on the subject parcel that may prohibit or restrict future development of the proposed parcels.
4. The subdivision of the property shall require payment or dedication of park land presumed at least 10% of the gross land in the subdivision or a payment in lieu of land. The Preliminary Plat will be submitted to the Waconia Park Board for review and comment on November 17th, 2016 to determine if land dedication, payment or a combination of each shall be required.
5. The existing building on Lot 2, Block 1, Hilgers and Tenth Street is indicated to meet all setback requirements in the B-1, Highway Business District. The existing unsurfaced parking for the subject property is currently allowed under an Interim Use Permit approved by the City Council which has been extended until December 31st of 2016. The applicant should clarify timelines for redevelopment and/or the ability to provide all necessary parking and improvements on site if the intent is to retain the existing building for any length of time.
6. If the applicant intends to remove all site improvements and redevelop the properties in a conforming manner Site Plan and Design Review approval will be required prior to any work commencing on site.
7. The specific improvements regarding access, use, landscaping, grading and utilities, etc. will be addressed as part of the Site Plan and Design Review Applications for the subject parcels.

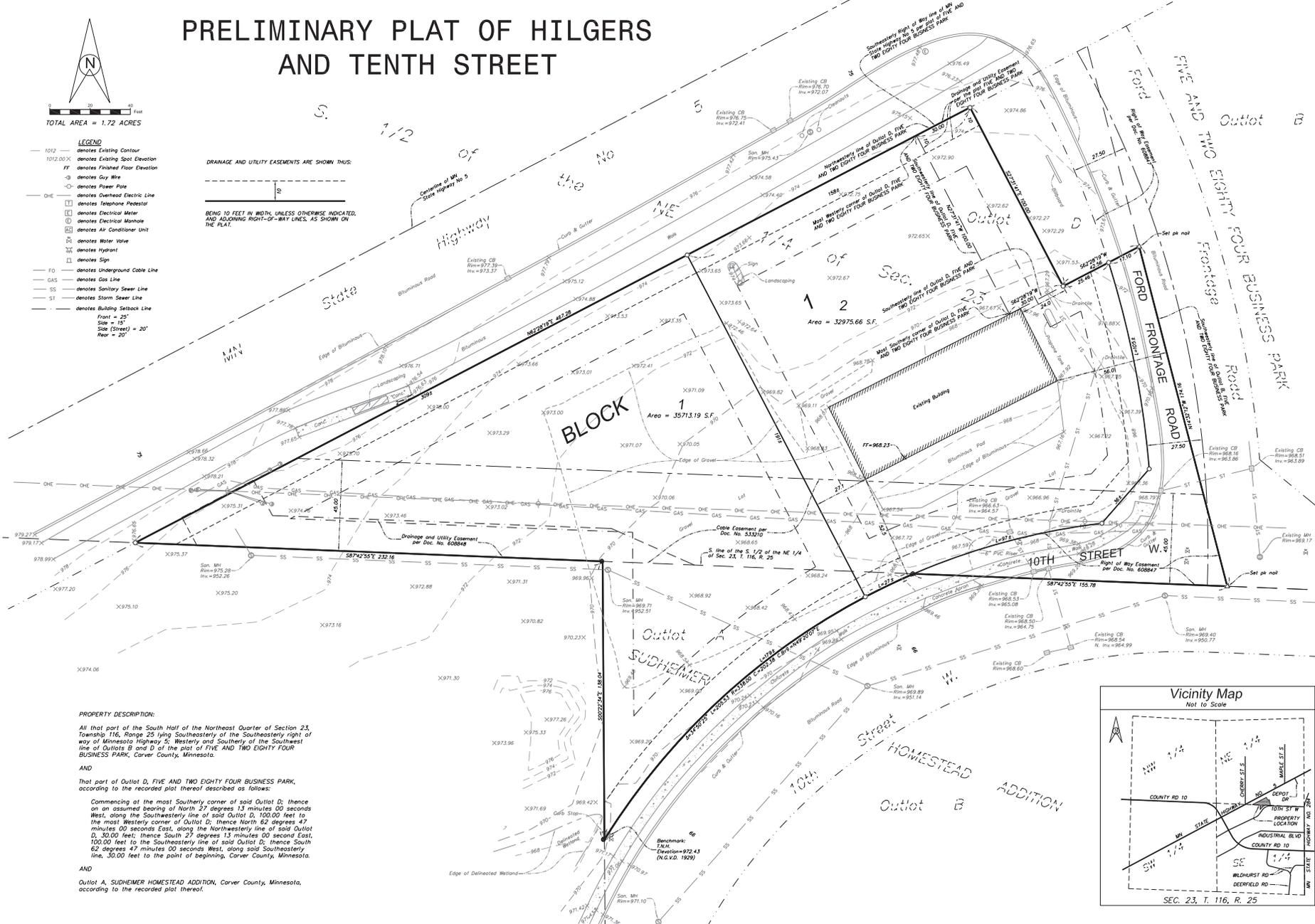
PRELIMINARY PLAT OF HILGERS AND TENTH STREET



- LEGEND**
- 1012 --- denotes Existing Contour
 - 1012.00'X --- denotes Existing Spot Elevation
 - FF --- denotes Finished Floor Elevation
 - denotes GUY WIRE
 - denotes Power Pole
 - denotes Overhead Electric Line
 - denotes Telephone Pedestal
 - denotes Electrical Meter
 - denotes Electrical Manhole
 - denotes Air Conditioner Unit
 - denotes Water Valve
 - denotes Hydrant
 - denotes Sign
 - denotes Underground Cable Line
 - GAS --- denotes Gas Line
 - SS --- denotes Sanitary Sewer Line
 - ST --- denotes Storm Sewer Line
 - denotes Building Setback Line
- Front = 20'
Side (Street) = 20'
Rear = 20'

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AS SHOWN ON THE PLAT.



PROPERTY DESCRIPTION:

All that part of the South Half of the Northeast Quarter of Section 23, Township 116, Range 25 lying Southeastery of the Southeastery right of way of Minnesota Highway 55, Westerly and Southerly of the Southwest line of Outlots B and D of the plat of FIVE AND TWO EIGHTY FOUR BUSINESS PARK, Carver County, Minnesota.

AND

That part of Outlot D, FIVE AND TWO EIGHTY FOUR BUSINESS PARK, according to the recorded plat thereof described as follows:

Commencing at the most Southerly corner of said Outlot D; then on an assumed bearing of North 27 degrees 13 minutes 00 seconds West, along the Southwestery line of said Outlot D, 100.00 feet to the most Westerly corner of Outlot D; thence North 62 degrees 47 minutes 00 seconds East, along the Northwestery line of said Outlot D, 50.00 feet; thence South 27 degrees 15 minutes 00 seconds East, 100.00 feet to the Southeastery line of said Outlot D; thence South 62 degrees 47 minutes 00 seconds West, along said Southeastery line, 50.00 feet to the point of beginning, Carver County, Minnesota.

AND

Outlot A, SUDHEIMER HOMESTEAD ADDITION, Carver County, Minnesota, according to the recorded plat thereof.

www.dtsassoc.com
10100 10th Street
Burnsville, MN 55337
(763)882-4727
Fax: (763)882-3522

ATTO
ASSOCIATES
Engineers & Land Surveyors, Inc.

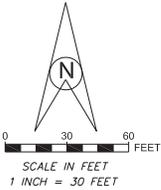
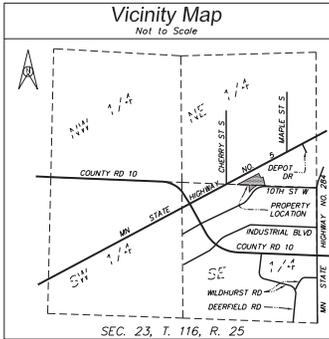
Requested By: _____
Checked By: _____
Scale: 1"=20'
Drawn By: T.J.B.
Date: 10-18-16
Project No. 16-0236

I hereby certify that this survey, plan, or plat was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.
[Signature]
License #00032 Date: 11-29-16

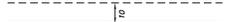
Preliminary Plat on part of Outlot D, FIVE AND TWO EIGHTY FOUR BUSINESS PARK, Outlot A, SUDHEIMER HOMESTEAD ADDITION, Carver County, Minnesota, Township 116, Range 25, Carver County, Minnesota.
Revised: 11-29-16 107 LANS

HILGERS AND TENTH STREET

PLAT FILE NO.
C.R. DOC. NO.



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADDING RIGHT-OF-WAY LINES, AS SHOWN ON THE PLAT.

KNOW ALL PERSONS BY THESE PRESENTS: That Dean B. Hilgers, a _____ fee owner, of the following described property:

All that part of the South Half of the Northeast Quarter of Section 23, Township 116, Range 25 lying Southeasterly of the Southeasterly right of way of Minnesota Highway 5; Westerly and Southerly of the Southwest line of Outlots B and D of the plot of FIVE AND TWO EIGHTY FOUR BUSINESS PARK, Carver County, Minnesota.

AND

That part of Outlet D, FIVE AND TWO EIGHTY FOUR BUSINESS PARK, according to the recorded plat thereof described as follows:

Commencing at the most Southerly corner of said Outlet D; thence on an assumed bearing of North 27 degrees 13 minutes 00 seconds West, along the Southwesterly line of said Outlet D, 100.00 feet to the most Westerly corner of Outlet D; thence North 62 degrees 47 minutes 00 seconds East, along the Northwesterly line of said Outlet D, 30.00 feet; thence South 27 degrees 13 minutes 00 seconds East, 100.00 feet to the Southeasterly line of said Outlet D; thence South 62 degrees 47 minutes 00 seconds West, along said Southeasterly line, 30.00 feet to the point of beginning, Carver County, Minnesota.

AND

Outlet A, SUDHEIMER HOMESTEAD ADDITION, Carver County, Minnesota, according to the recorded plat thereof.

Has caused the same to be surveyed and platted as HILGERS AND TENTH STREET and does hereby dedicate to the public for public use the public ways and the drainage easements and utility easements as created by this plat.

In witness whereof said Dean B. Hilgers has hereunto set his hand this _____ day of _____ 20____.

Dean B. Hilgers

STATE OF _____

COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____ 20____ by Dean B. Hilgers, a _____

(Notary Signature)

(Notary Printed Name)

Notary Public, _____

My Commission expires _____

SURVEYORS CERTIFICATE

I, Paul E. Otto, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____ 20____.

Paul E. Otto, Licensed Land Surveyor
Minnesota License Number 40062

STATE OF MINNESOTA

COUNTY OF WRIGHT

This instrument was acknowledged before me on _____ by Paul E. Otto.

(Notary Signature)

(Notary Printed Name)

Notary Public, _____

My Commission Expires: _____

WACONIA, MINNESOTA

This plat of HILGERS AND TENTH STREET was approved and accepted by the City Council of the City of Waconia, Minnesota at a regular meeting thereof held this _____ day of _____ 20____ and is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL OF THE CITY OF WACONIA, MINNESOTA

By: _____ Mayor By: _____ Clerk

County Surveyor, Carver County, Minnesota

Pursuant to Chapter 395, Minnesota Laws of 1971, this plat has been approved this _____ day of _____ 20____

County Surveyor

By: _____

County Auditor/Treasurer, Carver County, Minnesota

I hereby certify that taxes payable in _____ and prior years have been paid for land described on this plat. Dated this _____ day of _____ 20____

Laurie Davies, County Auditor/Treasurer

By: _____

County Recorder, Carver County, Minnesota

I hereby certify that this plat of HILGERS AND TENTH STREET was filed this _____ day of _____ 20____ at _____ o'clock _____ M. as Document No. _____

County Recorder

By: _____

Bearing Note:
The South line of the S. 1/2 of the NE 1/4 of Section 23, Township 116, Range 25, Carver County, Minnesota, is assumed to bear S87°42'55"E.

- denotes iron monument found
- denotes 1/2 inch by 14 inch iron pipe set and marked by license number 40062.
- denotes found Carver County Cast Iron Monument unless otherwise noted.





REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016
Item Name:	Acquisition of 136 Elm Street South, Waconia, MN
Originating Department:	Community Development
Presented by:	Lane Braaten, Community Development Director

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.)

Motion adopting Resolution 2016-244 approving purchase of 136 Elm Street South, Waconia, 75.0501450 and authorizing staff to formalize Purchase Agreement.

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

As part of the Downtown Master Plan, the plan recommends the addition of parking along 2nd Street, Waconia, MN. The City Council had extended an offer to the Masonic Lodge for the acquisition of the property they own at 136 Elm Street South. They have accepted the offer. The offer for purchase is as follows: the City will pay \$148,300 for the acquisition of the property, we will pay the closing costs, and the closing date will be schedule on or before December 15, 2017 as mutually agreeable between the parties.

Staff recommends approval of the purchase and requests authorization to formalize the Purchase Agreement.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses: Committed Fund Balance</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<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>
---	--

**CITY OF WACONIA
RESOLUTION NO. 2016-244**

**RESOLUTION APPROVING
PURCHASE OF REAL PROPERTY LOCATED AT
136 ELM STREET SOUTH, WACONIA, PID: 75.0501450**

WHEREAS, the City of Waconia’s Downtown Master Plan recommended the addition of parking lots on 2nd Street; and

WHEREAS, to facilitate the development of these future parking lots, the City has engaged in conversation with a property owner of the Masonic Lodge and the property owner desires to sell the entire parcel; and

WHEREAS, the property owner and the City have negotiated a purchase price.

NOW, THEREFORE, BE IT RESOLVED, that, the City Council of Waconia herby approves the purchase of property located at 136 Elm Street South, Waconia, PID 75.0501450 subject to the purchase agreement that is attached as exhibit A.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administration

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

Property Card	Parcel ID Number 750501450
----------------------	-----------------------------------

Taxpayer Information
Taxpayer Name WACONIA LODGE #326 INC
Mailing Address PO BOX 161 WACONIA, MN 55387-0161



Property Address
Address 136 ELM ST S City WACONIA, MN 55387

Parcel Information			
Uses	Commercial	GIS Acres 0.19	Net Acres
		Deeded Acres	
		Plat	CITY LOTS OF WACONIA
		Lot	001
		Block	016

Tax Description

Building Information		
Building Style 2 STORY	Above Grade Finished Sq Ft 2399	Bedrooms 2
Year Built 1900	Garage N	Bathrooms 1.5

Miscellaneous Information				
School District 0110	Watershed District WS 067 CARVER CO WMO	Homestead N	Green Acres N	Ag Preserve N

Assessor Information			
Estimated Market Value	2015 Values (Payable 2016)	2016 Values (Payable 2017)	Last Sale
Land	\$51,400.00	\$51,400.00	Date of Sale
Building	\$96,900.00	\$95,500.00	Sale Value
Total	\$148,300.00	\$146,900.00	

 The data provided herewith is for reference purposes only. This data is not suitable for legal, engineering, surveying or other similar purposes. Carver County does not guarantee the accuracy of the information contained herein. This data is furnished on an 'as is' basis and Carver County makes no representations or warranties, either expressed or implied, for the merchantability or fitness of the information provided for any purpose. This disclaimer is provided pursuant to Minnesota Statutes §466.03 and the user of the data provided herein acknowledges that Carver County shall not be liable for any damages, and by using this data in any way expressly waives all claims, and agrees to defend, indemnify, and hold harmless Carver County, its officials, officers, agents, employees, etc. from any and all claims brought by anyone who uses the information provided for herein, its employees or agents, or third parties which arise out of user's access. By acceptance of this data, the user agrees not to transmit this data or provide access to it or any part of it to another party unless the user includes with the data a copy of this disclaimer.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12 th , 2016						
Item Name:	Interim Use Permit Extension Request for 10580 10th Street West						
Originating Department:	Community Development						
Presented by:	Ethan Nelson, Assistant Planner						
Previous Council Action:	August 20 th , 2012 – Interim Use Permit approval for unsurfaced parking lot at 10580 10 th Street West May 19 th , 2015 – Interim Use Permit Extension approval for 10580 10 th Street West						
Item Type (X only one):	<table border="1"> <tr> <td>Consent</td> <td></td> <td>Regular Session</td> <td><input checked="" type="checkbox"/></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent		Regular Session	<input checked="" type="checkbox"/>	Discussion Session	
Consent		Regular Session	<input checked="" type="checkbox"/>	Discussion Session			

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

Adopt Resolution No. 2016-245 approving Deadline Extension for Interim Use Permit for 10580 10th Street West

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

BACKGROUND:
Applicant: Dean Hilgers
Owner: Dean Hilgers
Address: 10580 10th Street West, Waconia MN
PID#: 750232400
Zoning: B-1, Highway Business District

REQUEST:
 The City has received a request from Dean Hilgers (the “applicant”) to extend the deadline for the Interim Use Permit (IUP) granted by the City for the unsurfaced (gravel) parking lot on the subject property. The initial IUP was approved by the City Council in 2012 and extended in May 2015 as the City was working through the Hwy. 5 project, the realignment of 10th Street West, and the construction of Fischer Way, which impacted the subject property. The current IUP for the unsurfaced parking lot is set to expire on December 31, 2016.

The applicant has requested additional time as he is currently working through development/redevelopment plans for the subject parcel, which is indicated by the Hilgers and Tenth Street Preliminary and Final Plats considered by the City Council this evening.

- APPLICABLE ORDINANCE PROVISIONS:**
- Section 900.05, Subd. 2. F. B-1, Highway Business District
 - Section 900.11, Subd. 2 Uses Permitted by IUP

RECOMMENDATION:
 The Planning Commission reviewed the application on December 1, 2016 and recommended approval of the IUP via a 5-0 vote. If the City Council chooses to approve the extension of the variance submitted by Mr. Hilgers, the Planning Commission and City staff would recommend approval upon the following conditions:

- The Interim Use Permit shall expire on September 1, 2017

- ATTACHMENTS:**
- Draft Resolution (1 page)
 - Location Map (1 Page)
 - IUP Deadline Extension Request (1 page)

FINANCIAL IMPLICATIONS: Funding Sources & Uses:	ADVISORY BOARD RECOMMENDATIONS:	
Budget Information:	Planning Commission	December 1st, 2016 recommendation of approval via a 5-0 vote
_____ Budgeted	Parks and Recreation Board	
_____ Non Budgeted	Safari Island Advisory Board	
_____ Amendment Required	Other	

CITY OF WACONIA
RESOLUTION NO. 2016-245

**DEADLINE EXTENSION FOR AN INTERIM USE PERMIT FOR THE PROPERTY LOCATED
AT 10580 10TH STREET WEST**

WHEREAS, the City received a request from Dean Hilgers (the “applicant”) to extend the deadline for an Interim Use Permit (IUP) that was approved in 2012 and extended in 2015 for the property located at 10580 10th Street West (PID # 75.0232400); and

WHEREAS, the property is located in the B-1 Highway Business District and regulated by City Code Section 900.05, Subd. 2. F., which requires an IUP for parking lots without hardcover surface; and

WHEREAS; the approved IUP allowed the unsurfaced parking lot to be temporarily improved with ground asphalt material with an expiration date of December 31st, 2016; and

WHEREAS; the applicant requested the IUP to be extended due to the Hilgers and Tenth Street Preliminary and Final Plats; and

WHEREAS; City Code Section 900.11, Subd 2. A. subpart 3. Allows the City Council to consider granting an extension of time for an IUP as follows: “*An IUP shall remain in effect only until the agreed upon termination date. Upon a recommendation from the Planning Commission, the City Council may extend the IUP for another specified time if the event which was to terminate the use has not yet occurred.*”; and

WHEREAS, The Planning Commission considered the extension request at their regular meeting on December 1st, 2016 and recommended approval via a 5-0 vote with the following conditions:

1. The Interim Use Permit shall expire on September 1st, 2017.

WHEREAS, The City finds that the extension request for the Interim Use Permit approval for the subject parcel is reasonable.

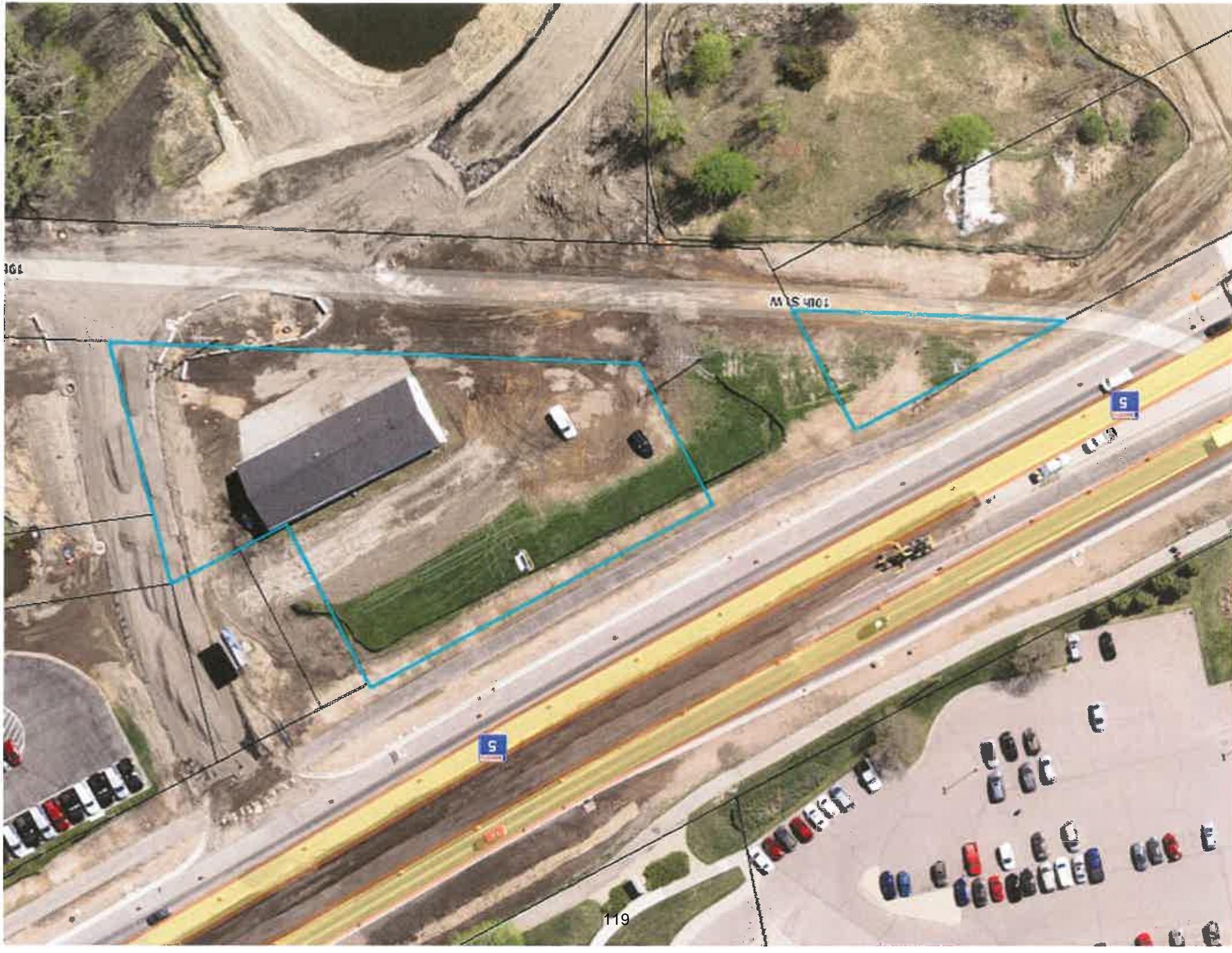
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Waconia hereby approves the request by Dean Hilgers for an extension of time for the Interim Use Permit, originally approved as City Resolutions 2012-137 and 2015-144, subject to the findings and conditions stated above.

Passed and adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



101 S W

MIS 4701

S

S

Lane Braaten

From: Dean Hilgers <dhilgers@earthlink.net>
Sent: Thursday, November 03, 2016 10:16 AM
To: Lane Braaten
Cc: dhilgers@earthlink.net
Subject: Re: Interim Use Permit for Unsurfaced Parking Lot - 10580 10th Street West, Waconia MN

Good morning. I am asking you to put me on the next meeting schedule to apply for an extension of the IUP at 10580 10th Street in Waconia. I believe that the request can be a part of my plat application (preliminary & final) for "Hilgers And Tenth" that I dropped off on Tuesday this week. I have questions on some fee issues as well as public improvement bond questions. Actually the City of Waconia did the improvements already on the site (they are not completely done) but are getting close. Additionally, I dropped off three concept layouts for the "Gramith" property for a workshop discussion with the planning commission at the next meeting. Sincerely, Dean Hilgers 612-750-0904

-----Original Message-----

From: Lane Braaten
Sent: Oct 24, 2016 3:57 PM
To: "dhilgers@earthlink.net"
Subject: Interim Use Permit for Unsurfaced Parking Lot - 10580 10th Street West, Waconia MN

Dean,

I hope all is well. I am sending this email to remind you that your Interim Use Permit (IUP) for an unsurfaced parking lot at 10580 10th Street is set to expire on December 31st of 2016. As you may recall your initial IUP was extended by the City Council on May 19th, 2015 allowing the unsurfaced parking lot until the afore-mentioned date per your request. If you are not in front of the Planning Commission and City Council with a land use application prior to the end of the year you should either request an additional extension or pave the existing parking area to come into compliance with your permit.

I realize your intent is to remove the existing improvements and redevelop the property, but we also need you to be in compliance with the temporary parking solutions granted to you by the City Council back in 2012. Please let me know how you would like to proceed.

Regards,

Lane L Braaten

Community Development Director
City of Waconia
201 South Vine Street
Waconia, MN 55387
Office: 952-442-2184
Direct: 952-442-3106
www.waconia.org





REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	December 12, 2016
Item Name:	Approve Plans & Specifications and Authorize Advertisement for Bid the 2017 Infrastructure Improvement Project.
Originating Department:	Public Services
Presented by:	Craig Eldred, Public Services Director
Previous Council Action:	11/5/15 - Authorize City Engineer; Bolton & Menk to Complete Soil Borings & Survey Work 3/21/16 - Authorize City Engineer; Bolton & Menk to Prepare Feasibility Report 7/11/16 - Approve Feasibility Study for Proposed 2017 Infrastructure Improvements & Authorize City Engineers, Bolton & Menk to Prepare Plans and Specifications

Item Type (X only one):	Consent		Regular Session	<input checked="" type="checkbox"/>	Discussion Session	
--------------------------------	---------	--	-----------------	-------------------------------------	--------------------	--

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

Adopt Resolution 2016-246 ; Approve Plans & Specifications and Authorize Advertisement For Bid The 2017 Infrastructure Improvement Project

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

Staff is requesting the approval of Plans and Specifications and authorize Advertisement for bid the proposed 2017 Infrastructure Improvement Project. Council members may recall our previous discussions regarding the proposed roadway and utility improvements guided as part of the Waconia School District’s modifications of Clearwater Middle School to a future High School campus site. The affected areas are listed below and shown in the overview attachment for your review. Please note; the future segment of County State Aid Highway 110, and the future roundabout connections of Trunk Highway Five and Community Drive are listed for consistency. The latter segments are to be bid as part of the Carver County led improvement process, which the State, County, City, and Waconia School District are partnering in funding defined segments of roadway and utility improvements.

Street & Utility Improvement Areas:

Street	From	To
Community Drive	Safari Island Entrance	Future CSAH 110 Roundabout
94 th Street	High School Garden Entrance	Future CSAH 110 Access
County State Aid Highway 110	TH 5 Including Roundabout	Community Drive

As Council Members are aware we normally hold Open House events for Improvement Projects proposed for the community. Since ISD 110 staff members were involved in design of the project from the start, we have decided to provide public review of the proposed improvements when the entire CSAH 110 roadway, utility, and corridor improvements are secured and approved by the Minnesota Department of Transportation.

Staff feels this is a viable infrastructure improvement project supported by the transportation study completed in November 2015, for multi-modal access modifications near the renovated Waconia School District property.

Proposed Project Schedule:

Upon approval bid are expected to be open in January with award of the proposed work in February. Roadway and utility improvements will start in early Spring, depending on weather. Work will commence on or within the 94th Street segment, waiting on the Community Drive segment until the School District dismisses for the summer in early June.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: General Fund/ PIR/ Bonding/ Storm Water Fund</p> <p>Budget Information:</p> <table style="width: 100%;"> <tr> <td style="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. 2016-246**

**RESOLUTION AUTHORIZING APPROVAL OF PLANS & SPECIFICATIONS AND
AUTHORIZE ADVERTISEMENT FOR BID THE 2017 INFRASTRUCTURE IMPROVEMENT
PROJECT**

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

WHEREAS, the improvements are proposed in the following areas; and

Street Area	From	To
Community Drive	Safari Island Entrance	Future CSAH 110 Roundabout
94 th Street	High School Garden Entrance	Future CSAH 110 Access
County State Aid Highway 110	TH 5 Including Roundabout	Community Drive

WHEREAS, the improvements include sidewalks, trails, lighting,, and utility improvements within, local roadway surfaces to meet the needs of the School District and Public; and

WHEREAS, funding for the roadway and utility improvements are supported through Cash, Bonding, Assessments, and Agreements in coordination with City and Waconia Independent School District 110.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval Plans & Specifications and Authorize Advertisement for Bid the 2017 Infrastructure improvement Project.

Adopted by the City Council of the City of Waconia this 12th day of December, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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



Real People. Real Solutions.

2638 Shadow Lane
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

MEMORANDUM

Date: December 6, 2016
To: Craig Eldred, Public Services Director
Cc: Susan Arntz, City Administrator
Kreg Schmidt, City Engineer
From: Jake Saulsbury, Bolton & Menk
Subject: Community Drive & 94th Street Improvements

Honorable Mayor and City Council Members:

The purpose of this memo is to request approval of the plans and specifications and to receive authorization to advertise for bids for the above referenced project. Copies of the final plans are complete and are available for review upon request.

The project contains the following components:

- Street and trail extension of Community Drive from north of the new high school expansion to near the new roundabout at future CSAH 10.
- Upgrade of 94th Street to the south of the new high school.
- Various storm sewer and watermain installations / upgrades.

If authorized to proceed, the tentative project schedule would allow for the bid opening to occur in January and for the award to occur in February. A detailed project schedule will be provided after coordination with the school construction schedule occurs.

Please let me know if you have any questions or require any additional information.