

WACONIA CITY COUNCIL
MEETING AGENDA



MONDAY, JANUARY 4, 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:	MARC CARRIER
COUNCILMEMBER, WARD I:	LYNN AYERS
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
Kelli Sites – Tourism Report

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 14, 2015 City Council Meeting Minutes..... 1-4
- 2) Authorize Payment of January 4, 2016 Expenditures..... 5-8
- 3) Adopt a Motion Approving 2016 Proposed City Council Meeting Schedule..... 9
- 4) Adopt Resolution No. 2016-01, Appointing Acting Mayor..... 10
- 5) Adopt Resolution No. 2016-02, Designating Official Newspaper..... 11
- 6) Adopt Resolution No. 2016-03, Designating Depositories 12
- 7) Adopt Resolution No. 2016-04, Appointing City Attorney 13-14
- 8) Adopt Resolution No. 2016-05, Appointing Consulting Engineer 15-16
- 9) Adopt Resolution No. 2016-06, Appointing Bond Counsel 17
- 10) Adopt Resolution No. 2016-07, Appointing Fiscal Advisor..... 18
- 11) Adopt Resolution No. 2016-08, Appointing a City Insurance Agent 19

12) Adopt Resolution No. 2016-09, Regarding the Administration of the Wetland Conservation Act	20
13) Adopt Resolution No. 2016-10, Appointing Council Representative to Advisory Boards.....	21
14) Adopt Resolution No. 2016-11, Appointing Council Committee Appointments	22
15) Adopt Resolution No. 2016-12, Appointing Council Liaison Appointments.....	23
16) Adopt Resolution No. 2016-13, Approving Liquor License Applications	24-25
17) Adopt Resolution No. 2016-14, Approving License/Permit Applications	26
18) Adopt Resolution No. 2016-15, Authorizing Staff to Sign Supervisory Control and Data Acquisition Systems Upgrade Quote	27-30
19) Adopt Resolution No. 2016-16, Authorizing City Staff to obtain mobile and Fixed Equipment Pricing for 2016	31-33
20) Adopt Resolution No. 2016-17, Approving Commercial Kennel License	34-35
21) Adopt Resolution No. 2016-18, Authorizing Mayor and City Administrator to sign Met Council Storm Water Grant Agreement	36-52
22) Adopt Resolution No. 2016-19, Approving Postage Machine Lease Agreement with American Mailing Machines, Inc.	53-58
23) Adopt Resolution No. 2016-20, Approving 12 Month Equipment Maintenance Agreement for Folder/Inserter with American Mailing Machines, Inc.....	59-62
24) Adopt Resolution No. 2016-21, Accepting Amendment to Joint Powers Agreement for Transportation Planning related to Waconia School District Projects	63-64
25) Adopt Resolution No. 2016-23, Acceptance of Historical development Roadways & Utility improvement as Specified	65-67
26) Adopt Resolution No. 2016-24, Authorize Purchase of One Toro Zero-Turn 7210 Mower with Attachments and Appurtenant Safety Equipment	68-70
27) Adopt Resolution No. 2016-25, Authorizing Approval of Quick Claim Deed with Carver County for CSAH 32/10 Road Right of Way	71-73
28) Adopt a Motion to Approve Request for Lodging Tax Reimbursement from Waconia CVB for Expenditures Incurred in December 2015	74
29) Adopt a Motion to Approve Pay Estimate No. 3 to Sunram Construction for the Clearwater Shores Project	75-78

7. COUNCIL BUSINESS

- 1) Adopt Resolution 2016-22, Authorizing Contract Award to Odland Protective Coatings, Inc. for Water Tower #2 Interior Dry and Exterior Reconditioning Project..... 79-82

8. ITEMS REMOVED FROM CONSENT AGENDA

9. STAFF REPORTS

10. BOARD REPORTS

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

11. ANNOUNCEMENTS

12. ADJOURN REGULAR MEETING

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

CALENDAR OF EVENTS/MEETINGS:

January 4	Monday	6:00 p.m.	City Council
<i>January 18</i>	<i>Monday</i>	<i>Martin Luther King Day Observed – City Offices Closed</i>	
January 19	Tuesday	6:00 p.m.	City Council
January 19	Tuesday	After CC Mtg.	Work Session

CITY OF WACONIA
December 14, 2015

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, Craig Sinclair, Nicole Lueck, Angel Smith, Angie Perera

Visitors: Mark Zeller, Mikki Zeller, Jen Thalhuber, Nicole Sullivan, Todd Hann

Pledge of Allegiance was led by Mayor Sanborn.

ADOPT AGENDA: Motion by Erickson, seconded by Ayers to adopt the agenda presented. All present voted aye.
MOTION CARRIED.

Mayor Sanborn presented Nicole Lueck with a Certificate of Achievement for Excellence in Financial Reporting for the 2nd year in a row.

VISTOR'S PRESENTATION: Ms. Nicole Sullivan gave a presentation regarding allowing fowl/chickens within the Waconia City Limits.

ADOPT CONSENT AGENDA

- 1) Approve December 7, 2015 City Council Meeting Minutes.
- 2) Authorize Payment of December 14, 2015 Expenditures.
- 3) Adopt Motion Authorizing Pay Estimate No. 6 to Park Construction.
- 4) Adopt Ordinance 691, Amending Chapter 1100 of the Waconia City Code Related to Permits, Licenses and Fees and to Authorize Publication.
- 5) Adopt Resolution No. 2015-290, Approving 2016 Pay Plan.
- 6) Adopt Resolution No. 2015-284, Approving Mutual Agreement for 2015-2016 Winter Towing Services Provided by Colony plaza of Waconia, MN.
- 7) Adopt Resolution No. 2015-285, Authorizing Award of Interlaken Trail Grading & Base Preparations to Schneider Excavating.
- 8) Adopt Resolution No. 2015-286, Authorizing Staff to Apply for LGU Cost Share Project Funding from Carver County Water Management Organization for Calendar Year 2017.
- 9) Adopt Resolution No. 2015-283, Appointing Fire Department Officers for 2016.
- 10) Adopt Resolution No. 2015-291,292,293,294, Appointing Board & Commission Members.

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

COUNCIL BUSINESS:

AMENDED EQUIPMENT LEASE SHARING AGREEMENT BETWEEN CITIES OF WACONIA & NORWOOD

YOUNG AMERICA: Craig Eldred asked for approval of the Lease Agreement with the City of Norwood Young America for the calendar years of 2016-2021. The Shared Lease Agreement spells out the fixed value costs for each organization for a two-year period. After the two-year period the lease values will be determined based upon each community's use of the sweeper. In addition to each community's use, and throughout the remaining four-years the City of Waconia will be reimbursed annually the amount of \$1,000.00 for compensation of the 40% trade value of Unit 22.

Eldred stated that the City of Waconia is the Lead Agency in the agreements with MacQueen Equipment and the financial institution of Merchants Bank who is carrying the Lease Agreement. Requirements of the agreements have been provided to Norwood Young America along with a copy of the Shared Lease Agreement. Annual

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payments to MacQueen Equipment and Merchants Bank are due immediately after the first City Council meeting of a given calendar-year beginning in 2016 and ending in 2021.

Motion by Bloudek, seconded by Ayers to Adopt Resolution 2015-282, Approval of Amended Equipment Lease Sharing Agreement Cities of Waconia and Norwood Young America. All present voted aye. **MOTION CARRIED.**

2016 BUDGET & LEVY PUBLIC INFORMATION MEETING: Finance Director, Nicole Lueck presented information regarding the 2015 Final Budget and Levy. The Council approved the preliminary levy on September 21st. Tax statements were received by residents from Carver County that were calculated based on the preliminary levy. The total preliminary levy was \$6,588,614 with a tax rate of 49.877%. This was an increase of 2.25% from 2015. The total final final levy is \$6,507,534 with a Tax Rate of 49.197%. This was an increase of 9.0% from 2015. The City's overall Taxable Market Value increase 7.86% from 2015. This was due in part to increased building activity and improvements to the economy and housing market. The average valued home in Waconia increased in value approximately 5.59%, the current average valued home is about \$247,000. 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 2016, property taxes on a residence valued at \$247,100 is split as follows: School receives \$770.31, County \$731.46, City \$1,141.86, School EMV \$309.86 and Misc. District, \$101.15. The residential use of City Tax Dollar for 2016 breaks down as follows: Special Debt Levy \$361.78, Safari Island \$59.69, Ice Arena \$77.33, Administrative \$156.42, Capital Equipment \$53.06, Planning & Inspections \$59.62, Fire \$49.15, Law Enforcement \$94.75, Parks \$59.73, Streets \$129.74 and Central Facilities \$40.59. For a Commercial Property with the value of \$1,000,000 the use of City tax dollar for 2016 is as follows; Special Debt Levy \$1,862.68, Safari Island \$307.32, Ice Arena \$398.15, Administrative \$805.35, Capital Equipment \$273.17, Planning & Inspections \$306.95, Fire \$253.05, Law Enforcement \$485.047, Parks \$307.54, Streets \$668.00 and Central Facilities \$208.99. The expenditure summary has total expenditures for 2015 of \$5,722,373 and in 2016, \$5,881,055 with a change of \$158,682. The revenue summary has total revenue for 2015 of \$5,801,027 and in 2016, \$5,868,027 with a change of \$67,139. Ms. Lueck stated that the City is budgeted for finish 2015 at 43% fund balance and end 2016 at a 40% fund balance.

In a general overview of changes in the 2016 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 (\$0.75), sewer rates (\$0.00), storm water rates (\$0.50) and street light rates (\$0.00). There is no increase in water & sewer trunk fees but an increase in commercial & residential storm water trunk fee. Safari Island will have \$20-30 increase depending on membership type. On the expenditure side, City Staff is slated to receive a 2.5% cost of living increase and be allowed to move forward in their pay steps by position. Staff will receive a benefit contribution increase form 2015 for single \$160 and \$380 for family coverage. Employees will also have an out of pocket expense increase of 2.9% from 2015. The increased benefit expense is due to the federal affordable care act requirements. Additional wages were added for one public services maintenance worker split between street and storm water departments. There are also increases due to needs in the fire department for equipment and training as well as repair and maintenance expense in parks for trail improvements and fog sealing. There was a decrease in transfer to Capital Equipment fund for equipment replacement needs in 2015 (\$100,000).

Motion by Erickson, Seconded by Carrier to Adopt Resolution 2015-287, Adopting 2016 Budget for all general , Enterprise, Special Revenue, Capital Project, and Debt Service Funds. All present voted aye. **MOTION CARRIED.**

Motion by Ayers, Seconded by Carrier to Adopt Resolution 2015-288, Approving the Final Levy Collectable in 2016. All present voted aye. **MOTION CARRIED.**

DENY REQUEST FOR AN AMENDMENT TO THE CITY CODE TO INCLUDE A DEFINITION FOR A "DAY MENTAL HEALTH TREATMENT FACILITY": Angie Perera stated that Cedar House, Inc. is an out-patient community based mental health service provider and are currently located in Albert Lea, Austin, Faribault, Jordan, Northfield, and Waconia. Their current location in Waconia is at 44 1st St. W. and is within the B-3 Central Business District. "Medical clinics" are permitted uses in the B-3 district therefore their current location is in compliance with the City Code.

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The Cedar House is seeking a new location within the community and Jennifer Thalhuber (the applicant) has submitted an application on behalf of The Cedar House for the consideration of the proposed amendment to the City Code to specifically include a definition for a “Day Mental Health Treatment Facility” (within City Code Section 900.04, Definitions) and to allow the use as a Permitted Use with Special Restrictions in the R-1, Single-Family Residential District (City Code Sections 900.05, Subd. 2., A., B., C., D., & E).

The applicant has indicated that the proposed “Day Mental Health Treatment Facility” would be the principal or primary use of a property in the residential zoning districts, providing services to outpatient clients during daytime business hours. Staff’s interpretation of the City Ordinance would place the services being provided by the Cedar House as a “medical clinic” or “clinic” use since the term “outpatient” is typically defined as “a patient who receives medical treatment and who is not hospitalized overnight but who visits a *hospital, clinic, or associated facility* for diagnosis or treatment”.

“Medical clinics” are permitted uses in the downtown area within the B-2 General Business District, within the B-3 Central Business District, and within the B-4 Health Care Business District. “Medical related clinics/uses” are also allowed as a permitted use within the B-1 Highway Business District. The applicant’s current location in Waconia is located within the B-3 District and is therefore in compliance with the uses allowed within the City Code. The applicant is requesting that the City Code define the proposed use and allow said use as a “Permitted Use with Special Restrictions within the R- 1 Single-family Residential District”.

The applicant is proposing the following suggested definition: “*Day Mental Health Treatment Facilities – approved by the County for human services serving ten (10) or fewer persons and being located no fewer than 2,000 feet to another approved facility*”.

The applicant has indicated that the reason for the zoning amendment request is that “the above proposed use is very similar in nature to currently approved uses already granted by the City of Waconia” in the residential districts and referencing “Uses Permitted with Special Restrictions under category (c) for daycare facilities”. The applicant’s reference is being made to City Code Section 900.05, Subd. 2, A. subpart 4. c. which states: “Day care facilities licensed by the State of Minnesota serving ten (10) or fewer persons” is a Permitted Use With Special Restrictions within the R-1 Single Family Residential District. The applicant has also shared with staff that if this ordinance amendment were approved they would have more options for locations within the community.

Perera presented the different use types described in the City Code.

The Planning Commission, via a 5-0 vote, recommended denying the request for the ordinance amendments as proposed by the applicant at their meeting on December 3rd, 2015. The recommendation to deny the request was based on the reason that the proposed use was not deemed as appropriate as a permitted use with special restrictions within residential district; and furthermore recognizing that the City Code states that the intent and purpose of the R-1 Single-Family Residential District is to “provide for areas within the City primarily intended for low density residential development as designated by the Comprehensive Plan”. The Planning Commission also concurred with staff that the proposed use would be difficult to track without a permit process if the proposed use were to be restricted from not being located within 2,000 feet from another facility (as the applicant requested within the proposed definition for a “Day Mental Health Treatment Facility”.

Mayor Sanborn shared his thoughts stating that this service is much needed in Waconia, as well as Carver County. He agrees with the Planning Commission that a request of permitted uses with special restrictions is too broad. He would like to work something out to have these services in the City.

After discussion by the Council, Mike Melchert came forward and explained that different use types, as described by Perera.

Mayor Sanborn stated that he thinks it would be better suited as an interim or conditional use rather than a permitted use.

Susan Arntz asked if there was interest on the Council’s part in changing the code to some other use and would like to provide work direction to the planning commission as to what they would like to create.

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After discussion Council came up with a list for the Planning Commission to work on:

- Business Requirements – parking, hours of operation
- Dispensing of Medication
- Overnight vs. Day only
- Whether or not it will be a permanent residence
- Outpatient vs. Inpatient
- Signage
- More understanding of interim and conditional use

Motion by Erickson, Seconded by Bloudek to Adopt Resolution No. 2015-289, Deny request for an Amendment to the City Code to include a definition for a “Day Mental Health Treatment Facility”. All present voted aye. **MOTION CARRIED.**

STAFF REPORTS: Susan Arntz presented the 2016 Council Meeting Schedule and the Council discussed changes.

BOARD REPORTS:

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

ADJOURN:

Motion by Bloudek, seconded by Carrier to adjourn the meeting at 7:30 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
 Nicole Lueck, Finance Director

12/23/2015
 Date

**CITY OF WACONIA
 Council List-Expenditures
 Meeting: January 04, 2016**

Vendor Name	Description	Amount	Fund/Department
1ST STREET BUILDERS & REMODELING, INC.	Refund Remaining Escrow	\$988.38	PIR
A-1 ELECTRIC SERVICE	I & I Reduction Program	\$706.09	Sewer
ADVANTAGE IRRIGATION	Irrigation Supplies	\$20.00	Streets
AMERICAN LEGION	Senior Dining Program 01/2016	\$600.00	Central Facilities
ATKINSON, FRANKLIN & DEBRA	Refund Utility Overpayment	\$35.93	Water
AUBURN HOMES	Refund Remaining Escrow	\$5,237.83	PIR
AVTEX SOLUTIONS, LLC	Monthly Back-Up Fees 11/2015	\$420.00	Technology
BOLTON & MENK, INC	2014 Infrastructure Recon	\$152.00	Split: PIR, Sewer, Water, Storm Water, Park Dedication
BOLTON & MENK, INC	2015 Infrastructure Recon	\$19,547.90	Split: PIR, Storm Water, Sewer, Water, Park Dedication
BOLTON & MENK, INC	2016 Infrastructure Recon	\$8,478.50	Split: PIR, Storm Water, Sewer, Water
BOLTON & MENK, INC	Clearwater Shores Review	\$503.50	Clearwater Shores HIA
BOLTON & MENK, INC	Crosswinds	\$152.00	Bill Back Receivable
BOLTON & MENK, INC	Interlaken - Ryland Homes	\$299.00	Bill Back Receivable
BOLTON & MENK, INC	Interlaken Woods	\$696.00	Bill Back Receivable
BOLTON & MENK, INC	ISD #110 Expansion	\$5,916.00	PIR
BOLTON & MENK, INC	ISD #110 Expansion Trans Study	\$256.00	PIR
BOLTON & MENK, INC	Met Council I & I Surcharge	\$1,052.00	Sewer
BOLTON & MENK, INC	Miscellaneous Engineering	\$2,715.50	Split: Administration, Storm Water, Planning, Park, Streets, Clearwater Shores HI, Water, PIR
BOLTON & MENK, INC	Phase 1 Environmental Assess	\$397.00	PIR
BOLTON & MENK, INC	Pheasant Ridge Lift Station	\$462.00	Sewer
BOLTON & MENK, INC	Sanitary Sewer CIPP	\$1,449.00	Sewer
BOLTON & MENK, INC	TH 284/10th St Recon	\$415.00	Split: PIR, Storm Water, Sewer, Water
BOLTON & MENK, INC	TH 5 Corridor Improvements	\$136,211.18	Split: PIR, Storm Water, Sewer, Water
BOLTON & MENK, INC	TH 5 Stormwater Reuse	\$5,854.00	Storm Water
BOLTON & MENK, INC	WTP Eval/Utility Rate Study	\$4,567.50	Split: Water, Sewer
BOND TRUST SERVICES	2010A Bond Admin Fee	\$450.00	PIR Debt
BOND TRUST SERVICES	2011A Bond Admin Fee	\$450.00	PIR Debt
BOND TRUST SERVICES	2013A Bond Admin Fee	\$450.00	Split: Water, Sewer
BOND TRUST SERVICES	2014A Bond Admin Fee	\$450.00	Split: 2014A Debt, Water, Sewer, Storm Water
BOND TRUST SERVICES	2015A Bond Admin Fee	\$450.00	Split: 2015A Debt, Water, Sewer, Storm Water
BOND TRUST SERVICES	2015C Bond Admin Fee	\$450.00	PIR Debt
BOYD'S OIL DISTRIBUTING	Equipment Hydraulic Oil	\$85.75	Parks
CARVER COUNTY TREASURER	Phone/Internet Service 12/2015	\$1,833.11	Split: Bill Back Receivable, Central Facilities, Safari Island, Water, Sewer, Storm Water, Ice Arena
CHOICE ELECTRIC	TH 5 Electrical Cabinets	\$27,910.00	PIR
CREEKSIDE SOILS	Compost Disposal 11/30/15	\$230.00	Streets
FEIST, NIK	Park Board Meetings	\$150.00	Administration
FESTIN, SCOTT	Park Board Meetings	\$175.00	Administration
FLEXIBLE PIPE TOOL COMPANY	Jetting Nozzle	\$4,880.00	Sewer
FLEXIBLE PIPE TOOL COMPANY	Refund Duplicate Payment	-\$160.80	Sewer
FRESHWATER CHURCH	Refund Remaining Escrow	\$386.25	PIR
GLOUDEMAM, AMANDA	Refund Utility Overpayment	\$250.00	Water
HAWKINS INC	WTP Chemicals	\$2,293.30	Water
HELDT, STAN	Refund Remaining Escrow	\$1,000.00	PIR
HELSTROM, JEFF & BETH	Refund Utility Overpayment	\$8.87	Water
HENNING EXCAVATING	Irrigation Curb Stop Repair	\$1,050.00	Water
HENNING EXCAVATING	Replace Water Valve - Maple	\$3,350.00	Water
HENNING EXCAVATING	Sewer Line Repair - Lake St	\$10,090.00	Water
HENNING EXCAVATING	Water Line Repair - Birch	\$3,350.00	Water
HENNING EXCAVATING	Water Main Repair - Hunters Sq	\$5,400.00	Water
HENNING EXCAVATING	Water Main Repair - TH 5	\$2,975.00	Water
HENNING EXCAVATING	Water Main Repair - Wac Pkwy	\$2,850.00	Water
HENNING EXCAVATING	Water Valve Repair - Lake St	\$2,247.00	Water
LARAWAY ROOFING	PW Roof Repair	\$675.00	Central Facilities
LIL' EXPLORERS	Refund Remaining Escrow	\$617.00	PIR
LUDFORD, JAMES OR CHRISTINE	Park Board Meetings	\$225.00	Administration
MACHTEMES, SAREE	Refund Utility Overpayment	\$62.33	Water
MACQUEEN EQUIPMENT, INC.	Sweeper Maintenance Agreement	\$6,000.00	Storm Water
MARCO INC	CH/SI/PW/FS Printer Q4/15	\$2,223.64	Split: Central Facilities, Safari Island
METRO WEST INSPECTION SERVICES, INC.	Building Inspections 10/2015	\$10,558.12	Building Inspections
MEYER, SCOTT	Park Board Meetings	\$100.00	Administration
MIELKE, JASON & JAMIE	Refund SI Membership Change	\$51.62	Safari Island
MN DEPT OF TRANSPORTATION	TH 5 Testing/Inspections	\$771.08	PIR
MN VIRTUAL HIGH SCHOOL	Refund SI Room Rental Credit	\$42.00	Safari Island
PUHL, DAVID	Park Board Meetings	\$175.00	Administration
RYLAND HOMES - TWIN CITIES DIVISION	Refund Remaining Escrows	\$1,626.25	PIR
SIMPLEX GRINNELL	CH Fire Extinguisher Contract	\$72.25	Central Facilities
SIMPLEX GRINNELL	FS Fire Alarm Contract	\$619.00	Central Facilities
SIMPLEX GRINNELL	FS Fire Alarm Monitoring	\$375.00	Central Facilities

Council List-Expenditures
Meeting: January 04, 2016

Vendor Name	Description	Amount	Fund/Department
SIMPLEX GRINNELL	IA Fire Alarm Contract	\$989.25	Ice Arena
SIMPLEX GRINNELL	IA Fire Alarm Monitoring	\$375.00	Ice Arena
SIMPLEX GRINNELL	PW Fire Alarm Contract	\$777.50	Central Facilities
SIMPLEX GRINNELL	PW Fire Alarm Monitoring	\$375.00	Central Facilities
SIMPLEX GRINNELL	SI Fire Extinguisher Contract	\$85.00	Safari Island
SIMPLEX GRINNELL	WTP Fire Alarm Contract	\$1,019.75	Water
SONDERGAARD FORCIER BUILDERS	Refund Remaining Escrow	\$453.20	PIR
STIFER, ANDREW	Park Board Meetings	\$25.00	Administration
TWIN CITY HARDWARE	Fire Station Rekeying	\$277.70	Central Facilities
US BANK	2007C Admin Refunding Fees	\$1,200.00	PIR Debt
US BANK CORPORATE PAYMENT SYSTEMS	10/13/15 - 11/10/15 Purchasing Card Transactions	\$130,979.97	
4IMPRINT	Benefits Fair Logo Bags	\$305.54	Administration
ACT*GTS LAND USE WKSH	GTS Land Use Workshop-2 EEs	\$220.00	Planning
AMAZON VIDEO ON DEMAND	EE P-Card Error-Reimbursed	\$16.02	PIR
AMAZON.COM AMZN.COM/BILL	Aerobics Heart Rate Chart	\$21.32	Safari Island
APL* ITUNES.COM/BILL	Fitness Class Music	\$4.14	Safari Island
APL* ITUNES.COM/BILL	Fitness Class Music	\$16.19	Safari Island
ARNOLD'S OF GLENCOE INC	Unit #159 Wheel Assembly	\$55.94	Parks
ATHLETICA/SPORTS SYSTEMS	Rink Safety Netting Repairs	\$52.60	Ice Arena
BIFFS INC	Portable Sanitation 10/2015	\$373.16	Parks
BOYER TRUCKS - SAVAGE	#29 Tanker Air Brake	\$104.23	Parks
CANLESS AIR SYSTEM	Air Blower-Detectors/Electronics	\$139.95	Fire
CAR CO AUTO PARTS WACO	#0038 Front Brake Pads	\$87.61	Streets
CAR CO AUTO PARTS WACO	#0038 Oil Filter/Coolant	\$92.95	Streets
CAR CO AUTO PARTS WACO	#1018 Air Drier Filter Cartridge	\$28.00	Fire
CAR CO AUTO PARTS WACO	#18 Door Lift Repair	\$45.98	Fire
CAR CO AUTO PARTS WACO	#51 Air Fitting/Exhaust Pipe	\$105.08	Sewer
CAR CO AUTO PARTS WACO	#51 Connector/Controller	\$12.34	Sewer
CAR CO AUTO PARTS WACO	#51 Exhaust Clamp/Floor Mats	\$105.70	Sewer
CAR CO AUTO PARTS WACO	#8007 Battery Sewer Cam Trailer	\$28.30	Sewer
CAR CO AUTO PARTS WACO	Grader Door Contact Cement	\$4.07	Streets
CAR CO AUTO PARTS WACO	Interior Truck Cleaner	\$17.99	Streets
CAR CO AUTO PARTS WACO	Repair Specialty Calculator	\$90.12	Fire
CAR CO AUTO PARTS WACO	Truck/Equipment Protectant	\$21.98	Streets
CAR CO AUTO PARTS WACO	Water Sampling Vacu Pump	\$49.99	Water
CARGILL* INCORPORATED	Road Salt	\$1,793.10	Streets
CD PRODUCTS INC	#48 Graphic Install	\$172.00	Capital Equipment
CDW GOVERNMENT	External Hard Drives	\$127.70	Technology
CEMSTONE-EAGAN	Lot #1 Sonna Tubes	\$331.66	PIR
CINTAS 60A SAP	SI First Aid Supplies 10/2015	\$152.21	Safari Island
CINTAS 60A SAP	SI First Aid Supplies 11/2015	\$99.68	Safari Island
COUNTRY INN & SUITES	Conference Lodging-Perera	\$429.12	Planning
DALCO ENTERPRISES, INC	Custodial Cleaners/Hand Towels	\$1,556.16	Split: Safari Island, Ice Arena
DEPARTMENT OF LABOR AND I	Bldg Permit Surcharge Q3/2015	\$7,607.76	Building Permit Surcharge Liability
DIAMOND VOGEL PAINT #802	TH 5 Temporary Striping Paint	\$167.60	PIR
DIAMOND VOGEL PAINT #802	TH 5 Temporary Striping Paint	\$256.05	PIR
DOLTRREE 3680 00036806	Benefit Fair Supplies	\$25.75	Administration
DROP-N-GO SHIPPING INC	UB Processing Fees 10/2015	\$114.36	Split: Water, Sewer
DULTMEIER SALES LLC	#500 Water Connection Fittings	\$3.33	Storm Water
DULTMEIER SALES LLC	#500 Water Connection Fittings	\$38.16	Storm Water
ELECTRIC PUMP INC.	Willow Brook LS Transducer	\$1,199.00	Sewer
EMERGENCY AUTOMOTIVE	#159 Light Replacement	\$92.80	Parks
EMERGENCY AUTOMOTIVE	#29 Tanker Rear Strobe Light	\$259.84	Streets
EROSION PRODUCTS LLC	RLP Trail Stabilization Blanket	\$548.00	Split: PIR, Park Dedication
EVERSONS HARDWARE HANK	PS Water Line Ball Valve	\$109.99	Central Facilities
FASTENAL COMPANY01	#51 Mechanic Set	\$948.00	Split: Water, Sewer
FASTENAL COMPANY01	Marking Pens/Socket Holder	\$16.25	Sewer
FASTENAL COMPANY01	Meter Install Supplies	\$148.11	Water
FASTENAL COMPANY01	Safety Vending Supplies	\$244.62	Sewer
FASTENAL COMPANY01	WTP Screws/Paper Towels	\$108.72	Water
FERGUSON WATERWORKS #2518	Meter MIU Parts	\$23,998.60	Water
FERGUSON WATERWORKS #2518	Resale Meter Inseter Parts	\$1,391.84	Water
FERGUSON WATERWORKS #2518	Resale Meter Parts	\$3,781.38	Water
FLEXIBLE PIPE TOOL COMPAN	Sewer Pipe Cleaning Nozzle	\$521.00	Sewer
FORCE AMERICA DISTRIBUTIN	Vehicle Data Charge 09/2015	\$172.54	Sewer
G&K SERVICES AR	CH/SI Restrooms/Mats 10/2015	\$788.82	Split: Central Facilities, Safari Island
G&K SERVICES AR	PW Uniforms 10/2015	\$347.94	Split: Streets, Parks, Water, Sewer, Storm Water, Street Light
GAMETIME	Bent Creek Play Equipment	\$34,342.60	PIR
GENESIS INTERNATIONAL	Refrigeration Horn Strobe	\$441.78	Ice Arena
GOPHER SPORT	Anti-Pop Hop Along Balls	\$173.81	Safari Island
GOPHER SPORT	Return Anti-Pop Balls	-\$148.56	Safari Island
HACH COMPANY	Water Testing Accuvacs	\$345.69	Water
HTC CUSTOM TRAINING	EMT Course-J. Sorensen	\$225.00	Fire
IBS OF MPLS	#0160/#41 Battery Replacement	\$246.90	Streets
IBS OF MPLS	Shop Batteries	\$10.80	Streets
IN *ALEX AIR APPARATUS, I	SCBA Compressor Testing	\$619.00	Fire

Council List-Expenditures
Meeting: January 04, 2016

Vendor Name	Description	Amount	Fund/Department
INTERSTATE ALL BATTERY	Detectors/Equipment Batteries	\$140.00	Fire
INTERSTATE ALL BATTERY	SCBA/Power Equip Batteries	\$42.00	Fire
INT'L ASSOC OF FIRE CH	IAFC Membership-Hillstrom	\$234.00	Fire
INT'L ASSOC OF FIRE CH	IAFC Membership-Officers	\$25.00	Fire
L2G-CARVER COUNTY GIS	GIS Shared Position Q3-2015	\$4,474.06	Technology
LANO EQUIPMENT OF NORWOOD	#160 Auxillary Function Repair	\$165.59	Streets
LANO EQUIPMENT OF NORWOOD	Asphalt Milling Machine Bits	\$434.50	Streets
LANO EQUIPMENT OF NORWOOD	Th 5 Mini Excavator Rental	\$1,000.00	PIR
LAWSON PRODUCTS	Winter Seasonal Shop Supplies	\$296.04	Parks
LAWSON PRODUCTS	Wiring Ground Speed Equipment	\$467.68	Streets
MACKENTHUN'S COUNTY	Benefit Fair Supplies	\$35.86	Administration
MENARDS EDEN PRAIRIE MN	BC Play Equip Install Supplies	\$398.68	PIR
MILLS FLEET FARM 3200	#51 Tool Box Liner	\$51.21	Sewer
MINNESOTA PIPE & EQUIP	L52 Air Release Supplies	\$1,689.66	Split: Water, Sewer
MINNESOTA PIPE & EQUIP	Sewer Caps/Curb Stops/Clamps	\$2,452.92	Sewer
MINNESOTA PIPE & EQUIP	Water Main Repair Parts	\$11,790.12	Water
MINNESOTA VALLEY ELECTRI	Electric Service 10/2015	\$1,650.79	Split: Central Facilities, Sewer, Street Light
MN RECREATION AND PARK A	MRPA Facility Tour-2 EEs	\$98.00	Safari Island
NAPA AUTO PARTS 0021912	#51 Extension Light	\$9.67	Sewer
NAPA AUTO PARTS 0021912	Equipment Lubricants/Cleaners	\$79.58	Ice Arena
NAPA AUTO PARTS 0021912	Wrenches/Door Repair Parts	\$90.37	Fire
NOR-NORTHERN TOOL	PW Boot/Shoe Brush	\$53.42	Parks
NORTH CENTRAL INTERNATION	#18 Hub Cover	\$32.08	Fire
NORTHLAND CHEMICAL CORP	Bazooka Cleaner/Degreaser	\$246.46	Fire
OTTERBOX/LIFEPROOF	Phone Case	\$85.49	Technology
POWDER BLUE PRODUCTIONS	PiYo CD/DVD Service 11/2015	\$24.95	Safari Island
POWDER BLUE PRODUCTIONS	Turbo Kick CD/DVD Svc 11/2015	\$24.95	Safari Island
POWER SYSTEMS	Fitness Mat Racks	\$62.59	Safari Island
POWER SYSTEMS	Group Fitness Exercise Bands	\$93.52	Safari Island
R&R SPECIALTIES OF WISCON	Zamboni Blade Sharpening	\$78.50	Ice Arena
RANDYS SANITATION DELANO	Shredding Service 11/2015	\$19.05	Central Facilities
RIDGEVIEW MEDICAL CNT-HOS	SI Personal Fitness 09/2015	\$188.60	Safari Island
RMS-CORPORATE	#7002 Kill Switch Replacement	\$22.26	Streets
SCAN AIR FILTER INC	Dectron Air Intake Filters	\$976.16	Safari Island
SHORTYS HVAC SUPPLIES	AHU #4 Draft Inducer Motor	\$241.00	Ice Arena
SIGN SOURCE INC	Accountability Tags-Ester	\$45.50	Fire
SO -NORTH AMERICAN SAFETY	Winter Safety Jacket-Menth	\$50.00	Sewer
SO -PAUL'S TWO-WAY	#0037 Radio Repair	\$200.00	Streets
SO -PAUL'S TWO-WAY	Portable Motorola Repair-Fire	\$200.00	Fire
STAPLS7144573971000001	Labeler Tape/Sheet Protectors	\$56.21	Safari Island
STAPLS7145348436000001	Laminating Pouches/Stapler	\$95.59	Parks
STAPLS7145689134000001	Calculators/Ink Refill/Envelopes	\$96.03	Split: Finance, Planning, Administration
STAPLS7145737553000001	PW Printer Paper	\$191.39	Parks
SUPERAMERICA 4719	Benefit Fair Supplies	\$3.38	Administration
SUPERSHUTTLE-EXECUCARTPA	IAFC Conference Shuttle	\$45.00	Fire
SYSTEMHOUSE	Laptop Repair Service	\$55.00	Technology
TARGET 00024497	2016 Planners	\$21.35	Safari Island
TARGET 00024497	Benefit Fair Supplies	\$47.33	Administration
TARGET 00024497	Childcare Games	\$29.04	Safari Island
TARGET 00024497	Returned Batteries	-\$65.75	Fire
TARGET 00024497	Truck Restock-Alkaline Batteries	\$95.23	Fire
THE SUITES HOTEL	Conference Lodging-Gulden	\$568.53	Fire
THE SUITES HOTEL	Conference Lodging-Hillstrom	\$568.53	Fire
THE SUITES HOTEL	Conference Lodging-Morse	\$568.53	Fire
THE SUITES HOTEL	Conference Lodging-Noeldner	\$568.53	Fire
THE UPS STORE #6485	Return Hand Blower-Warranty	\$11.35	Fire
TWIN CITY SEED CO	R/LP Dormant Seed	\$50.00	Split: PIR, Park Dedication
U OF M CONTLEARNING OS	Permit Technician Course-Wurst	\$220.00	Planning
U OF M CONTLEARNING OS	Storm Pipe Training-Geyen	\$70.00	Streets
U OF M CONTLEARNING OS	Storm Pipe Training-Roif	\$70.00	Streets
UFC FARM SUPPLY	#3001 Hand Blower Gasket	\$3.45	Streets
UFC FARM SUPPLY	#6008 Crankcase	\$205.75	Streets
UFC FARM SUPPLY	CSP Flag Part	\$2.29	Streets
UFC FARM SUPPLY	Equip Rental-Trail Conduit Install	\$265.00	PIR
UFC FARM SUPPLY	Garden Plot Tiller Rental	\$200.08	Safari Island
UFC FARM SUPPLY	Park Restroom Winterizing Items	\$81.94	Parks
UFC FARM SUPPLY	PVC Cement-Conduit Install	\$11.49	Street Light
UFC FARM SUPPLY	R/LP Tractor/Brillion Drill Rental	\$159.00	Parks
UFC FARM SUPPLY	Shop Garage Gas Heating Unit	\$11.99	Streets
UFC FARM SUPPLY	Sign/Storage Packing Tape	\$3.99	Parks
UFC FARM SUPPLY	Snow Blower Parts	\$12.58	Ice Arena
UFC FARM SUPPLY	Thermostat Cover Wall Plate	\$8.28	Central Facilities
UFC FARM SUPPLY	Torpedo Level-Sign Install	\$9.49	Streets
UFC FARM SUPPLY	TV Cable/Power Strips	\$71.94	Safari Island
UFC FARM SUPPLY	Water Svc Repair Fittings	\$24.05	Water
UHL COMPANY INC	FS Heating Repair	\$664.04	Central Facilities

Council List-Expenditures
Meeting: January 04, 2016

Vendor Name	Description	Amount	Fund/Department
UNITED LABORATORIES	Garage Supplies-Cleaner/Wipes	\$754.17	Streets
USA BLUE BOOK	#50/#51 Metal Locators	\$1,609.08	Sewer
USA BLUE BOOK	Sewer Line Root Killer	\$653.41	Sewer
USPS 26952003533431354	UB Add Svc: Requests 09/2015	\$11.80	Water
USPS 26952003533431354	UB Add Svc: Requests 10/2015	\$6.49	Sewer
VESSCO, INC.	Chemical Feed Injectors	\$795.00	Water
VESSCO, INC.	Tube Element/Pumphead	\$946.88	Water
VZWRLSS*MY VZ VB P	City Aircard/iPad Svc 09/2015	\$419.17	Split: Administration, Technology, Fire, Water, Sewer, Streets, Storm Water
VZWRLSS*MY VZ VB P	City Cell Service 09/2015	\$1,231.54	Planning, Technology, Safari Island, Ice Arena
WALMART.COM	Childcare Dens DVD Player	\$317.42	Safari Island
WILSONS NURSERY	STW Project Plants	\$2,713.80	Storm Water
WW GRAINGER	Custodial Rubber Gloves	\$690.40	Ice Arena
WW GRAINGER	Hand Sanitizer Dispenser	\$42.85	Safari Island
WW GRAINGER	PW Restroom Toilet Repair	\$1,220.60	Central Facilities
WW GRAINGER	Spa Repair Parts	\$357.86	Safari Island
WW GRAINGER	TV Cables/Water Hose Swivels	\$30.30	Safari Island
USPS	Permit #14 2016 Renewal	\$225.00	Split: Water, Sewer
WATSON CO INC	SI Merchandise for Resale	\$166.35	Safari Island
WERNER, MICHAEL OR JOANN	Park Board Meetings	\$200.00	Administration
WOODRIDGE HOMES	Refund Remaining Escrow	\$480.00	PIR
		\$432,007.80	

The above bills have been approved for payment at the regular City Council Meeting on January 04, 2016.
Authorized and ordered for payment:

Mayor

City Administrator



**2016 WACONIA CITY COUNCIL
MEETING SCHEDULE**

THE REGULAR MEETINGS OF THE CITY COUNCIL ARE GENERALLY CONDUCTED ON THE FIRST AND THIRD MONDAYS OF EACH MONTH, UNLESS RESCHEDULED BY THE CITY COUNCIL. WHEN A LEGAL HOLIDAY FALLS ON A REGULAR MEETING DATE, THE MEETING WILL BE CONDUCTED ON THE TUESDAY FOLLOWING THE HOLIDAY.

ALL MEETINGS BEGIN AT 6:00 P.M., UNLESS OTHERWISE NOTED, IN THE CITY COUNCIL CHAMBERS OF THE WACONIA CITY HALL, 201 SOUTH VINE STREET, WACONIA, MN 55387. GENERALLY, THE COUNCIL MEETS IN WORK SESSION AFTER EACH CITY COUNCIL MEETING. ALL MEETINGS ARE OPEN TO THE PUBLIC.

TO PLACE AN ITEM ON THE AGENDA, REQUESTS MUST BE SUBMITTED A MINIMUM OF SEVEN DAYS IN ADVANCE OF THE MEETING. PERSONS DESIRING TO ATTEND A COUNCIL MEETING WHO REQUIRE SPECIAL ACCOMMODATION ARE ASKED TO CONTACT CITY HALL A MINIMUM OF SEVEN DAYS PRIOR TO THE MEETING.

**MONDAY, JANUARY 4, 2016
TUESDAY, JANUARY 19, 2016**

**MONDAY, FEBRUARY 1, 2016
TUESDAY, FEBRUARY 16, 2016**

**MONDAY, February 29, 2016
MONDAY, MARCH 21, 2016**

**MONDAY, APRIL 4, 2016
MONDAY, APRIL 18, 2016**

**MONDAY, MAY 2, 2016
MONDAY, MAY 16, 2016**

**MONDAY, JUNE 6, 2016
MONDAY, JUNE 20, 2016**

MONDAY, JULY 18, 2016

**MONDAY, AUGUST 1, 2016
MONDAY, AUGUST 15, 2016**

**TUESDAY, SEPTEMBER 6, 2016
MONDAY, SEPTEMBER 19, 2016**

**MONDAY, OCTOBER 3, 2016
MONDAY, OCTOBER 17, 2016**

**MONDAY, NOVEMBER 7, 2016
THURSDAY, NOVEMBER 10, 2016 -7:00 a.m.
MONDAY, NOVEMBER 21, 2016**

**MONDAY, DECEMBER 5, 2016
MONDAY, DECEMBER 12, 2016**

CITY OF WACONIA

RESOLUTION NO. 2016-01

RESOLUTION APPOINTING ACTING MAYOR

WHEREAS, Mayor Jim Sanborn has recommended the appointment of Kent Bloudek as Acting Mayor for 2016.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the appointment of Kent Bloudek as Acting Mayor for 2016

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

CITY OF WACONIA

RESOLUTION NO. 2016-02

RESOLUTION DESIGNATING OFFICIAL NEWSPAPER

WHEREAS, The City must annually designate an Official Newspaper for 2016.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the designation of *The Waconia Patriot* as Official Newspaper for 2016.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

CITY OF WACONIA

RESOLUTION NO. 2016-03

RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES

WHEREAS, The City must annually consider institutions as Official Depositories for City of Waconia funds for 2016:

- Kleinbank of Waconia
- Security Bank of Waconia
- Wells Fargo
- Morgan Stanley Smith Barney
- MidCountry Bank
- Hometown Bank

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the designation of Official Depositories for 2016 as recommended.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016					
Item Name:	Appointment of City Attorney					
Originating Department:	Administration					
Presented by:	Susan Arntz					
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 <i>(Include motion in proper format.)</i>						

Adopt Resolution 2016-04, Appointing City Attorney

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

Staff recommends that the City of Waconia continue representation with Melchert, Hubert, Sjodin, PLLP for 2016. Terms are substantially similar to last year, except for a 2% increase.

<p>FINANCIAL IMPLICATIONS: Funding Sources & Uses: Administration</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</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>Planning Commission Parks and Recreation Board Safari Island Advisory Board Other</p>
<input checked="" type="checkbox"/>	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

CITY OF WACONIA

RESOLUTION NO. 2016-04

RESOLUTION APPOINTING CITY ATTORNEY

WHEREAS, The City of Waconia annually reviews the designation of its City Attorney.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the appointment of Melchert Hubert Sjodin as City Attorney for 2016.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016						
Item Name:	Appointment of Consulting Engineer						
Originating Department:	Administration						
Presented by:	Susan Arntz						
Previous Council Action (if any):							
Item Type (X only one):	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black;">Consent</td> <td style="width: 10%; text-align: center;">x</td> <td style="width: 25%; border: 1px solid black;">Regular Session</td> <td style="width: 10%;"></td> <td style="width: 20%; border: 1px solid black;">Discussion Session</td> <td style="width: 10%;"></td> </tr> </table>	Consent	x	Regular Session		Discussion Session	
Consent	x	Regular Session		Discussion Session			
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED <i>(Include motion in proper format.)</i>							

Adopt Resolution 2016-05

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

Staff Recommends that the City of Waconia contract with Bolton & Menk, Inc for professional engineering services in 2016.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses:</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p>
<p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ 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. 2016-05

RESOLUTION APPOINTING CONSULTING ENGINEER

WHEREAS, The City of Waconia annually reviews the designation of its City Engineer.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the appointment of Kreg Schmidt/Bolton & Menk, Inc. as Consulting Engineer for 2016.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-06**

RESOLUTION APPOINTING BOND COUNSEL

WHEREAS, Mayor Jim Sanborn has recommended the appointment of the following firm as Bond Counsel for 2016:

Briggs & Morgan

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the appointment of the above noted firm as Bond Counsel for 2016.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Artz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-07**

RESOLUTION APPOINTING FISCAL ADVISOR

WHEREAS, Ehlers & Associates has served as the City’s Fiscal Advisor for the last several years.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia hereby approves the appointment of fiscal Advisor as recommended.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-08**

RESOLUTION APPOINTING A CITY INSURANCE AGENT

WHEREAS, The League of Minnesota Cities Insurance Trust ("LMCIT") requires cities to use the services of an insurance agent in order to participate in the LMCIT property/casualty program; and

WHEREAS, The City Council of the City of Waconia has reviewed and considered the written materials from LMCIT discussing the agent's role and compensation in LMCIT; and

WHEREAS, Thom Agency has agreed that they are willing to provide the City the services listed below under the terms and conditions listed below;

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

1. Thom Agency is hereby appointed as insurance agent for the purposes of the City's participation in the League of Minnesota Cities Insurance Trust (LMCIT) property/casualty program.
2. The term of this appointment shall remain effective for a one year period from the date of adoption.
3. As compensation for the services provided to the City as described in Paragraph 4 below, the agent will receive annually a fee not to exceed 4.5% of the annual premiums paid by the City to LMCIT for property, liability, and automotive coverages. This fee shall be included in the amounts billed to the City by LMCIT and shall be paid to the agent by LMCIT on the City's behalf.
4. The agent will perform for the City the following services:
 - a. Advise and assist the City in assembling and accurately reporting underwriting data, including updating property values, for rating purposes.
 - b. Advise and assist the City in evaluating and selecting among coverage alternatives such as deductibles, limits, optional coverages, alternative coverage forms, etc.
 - c. Review coverage documents and invoices to assure coverage has been correctly issued and billed.
 - d. Advise the City on potential gaps or overlaps in coverages.
 - e. Review and prepare insurance certificates for outside parties who are involved in doing business with the City as requested.
 - f. Provide insurance counseling in areas such as Hold Harmless Agreements, Indemnity Clauses, and other contracts which the City becomes involved in such as Joint Powers Acts, etc.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-09**

**A RESOLUTION REGARDING THE ADMINISTRATION OF THE WETLAND
CONSERVATION ACT**

WHEREAS, the City of Waconia is authorized by Minnesota Administrative Rules Part 8420.0200, Subpart 2, to delegate certain functions with regard to implementation of the Wetland Conservation Act including, decision authority for exemption, no loss, wetland boundary and type, replacement plan, and wetland banking determinations with its staff.

THEREFORE; BE IT RESOLVED by the City of Waconia that decision authority for exemption, no loss, wetland boundary and type, sequencing determinations, replacement plan, and wetland banking determinations are placed with Jake Saulsbury, and the other qualified staff of Bolton and Menk, Inc.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-10**

**RESOLUTION APPOINTING COUNCIL REPRESENTATIVE TO
ADVISORY BOARDS**

WHEREAS, Mayor Jim Sanborn recommends that a Council Member be appointed to attend Advisory Board meetings as a liaison to the Council; and

WHEREAS, Mayor Sanborn recommends that Kent Bloudek be appointed as Council representative to the Park and Recreation Board; and

WHEREAS, Mayor Sanborn recommends that Kent Bloudek be appointed as Council representative to the Safari Island Advisory Board; and

WHEREAS, Mayor Sanborn recommends that Charles Erickson be appointed as Council representative to the Commission on Aging, and

WHEREAS, Mayor Sanborn recommends that Jim Sanborn be appointed as Council representative to the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the Advisory Board Council Representative appointments as recommended by Mayor Sanborn.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-11**

RESOLUTION APPROVING COUNCIL COMMITTEE APPOINTMENTS

WHEREAS, Mayor Jim Sanborn has recommended the appointment of Mayor Jim Sanborn and City Council Member Marc Carrier to the 2016 Personnel Committee; and

WHEREAS, Mayor Sanborn has recommended the appointment of Council Member Marc Carrier and Council Member Kent Bloudek to the Long Range/CIP Planning Committee; and

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the Council Committee appointments as recommended by Mayor Sanborn.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-12**

RESOLUTION APPOINTING COUNCIL LIAISON APPOINTMENTS

WHEREAS, Mayor Jim Sanborn recommends that a Council Member be appointed to attend various meetings as a liaison to the Council; and

WHEREAS, Mayor Jim Sanborn recommends the appointment of Jim Sanborn as Council Liaison to the Southwest Corridor Transportation Coalition; and

WHEREAS, Mayor Jim Sanborn recommends the appointment of Charles Erickson as Council Liaison to Independent School District 110 and District 110 Community Education Advisory Council; and

WHEREAS, Mayor Jim Sanborn recommends the appointment of Jim Sanborn to the RMC Board of Directors Ex-Officio; and

WHEREAS, Mayor Jim Sanborn recommends the appointment Lynn Ayers as Council Liaison to the Carver County Leaders, and

WHEREAS, Mayor Jim Sanborn recommends the appointment of Lynn Ayers as Council Liaison to the Chamber of Commerce/CVB.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves the Council Representative Liaison appointments as recommended by Mayor Sanborn.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

Jim Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016				
Item Name:	License Renewals				
Originating Department:	Administration				
Presented by:	Susan MH Arntz				
Previous Council Action (if any):					
Item Type (X only one):	Consent	X	Regular Session	Discussion Session	

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

Adopt Resolution No. 2016-13, Approving Liquor License Applications and
 Adopt Resolution No. 2016-14, Approving License/Permit Renewals

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

Applications for liquor, cigarette, amusement machines, and bowling licenses have been submitted and reviewed for the establishments listed in the attached resolutions.

Liquor licenses will be issued upon approval by the State of Minnesota, Alcohol and Gambling Division and upon all conditions of licensing being met in accordance with City ordinances which includes completion of all forms, payment of fees and fines, receipt of certificates of insurance, proof of payment of state and local taxes, approval by the State Department of Revenue and the Bureau of Criminal Apprehension is also necessary.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses:</p> <hr/> <p>Budget Information:</p> <p style="padding-left: 20px;">Budgeted</p> <p style="padding-left: 20px;">Non Budgeted</p> <p style="padding-left: 20px;">Amendment Required</p>	<p><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>
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**CITY OF WACONIA
RESOLUTION NO. 2016-13**

RESOLUTION APPROVING LIQUOR LICENSE APPLICATIONS

WHEREAS, Applications for liquor license renewals have been received in the Office of the City Clerk for the following licenses:

- On-Sale Intoxicating Liquor
- On-Sale Sunday Liquor
- Off-Sale Intoxicating Liquor
- Club
- Wine
- On-Sale 3.2% Malt Liquor
- Off-Sale 3.2% Malt Liquor

WHEREAS, The applicants and their requested licenses/permits are identified on the attached list; and

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves Liquor Licenses for the term February 1, 2016 through January 31, 2017, contingent upon completion of all forms, payment of fees, receipt of certificates of insurance, proof of payment of state and local taxes, approval by the State Liquor Control, the State Department of Revenue, and the BCA, and other conditions as noted above.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

Jim Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

**CITY OF WACONIA
RESOLUTION NO. 2016-14**

RESOLUTION APPROVING LICENSE/PERMIT APPLICATIONS

WHEREAS, Applications for new and renewal licenses and permits have been received in the Office of the City Clerk for the following licenses:

- Cigarette
- Bowling
- Amusement Machines/Billard, Pool, and Game Tables
- Sanitation and Recycling

WHEREAS, The applicants and their requested licenses/permits are identified on the attached list.

WHEREAS, Licenses will be issued contingent upon receipt of appropriate fees and certificates of insurance as required by City Ordinance.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves Licenses and Permits, as attached, for the term February 1, 2016 through January 31, 2017.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

Jim Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016
Item Name:	Authorize Staff to Sign Supervisory Control and Data Acquisition (SCADA) Systems Upgrade Quote With Automatic Systems Company in the Amount of \$33,548.00 for Water Treatment Facility; CIP Project 408
Originating Department:	Public Services
Presented by:	Craig Eldred, Public Services Director
Previous Council Action (if any):	None

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

Adopt Resolution 2016-15; Authorize Staff to Sign Supervisory Control and Data Acquisition (SCADA) Systems Upgrade Quote With Automatic Systems Company in the Amount of \$33,548.00 for Water Treatment Facility; CIP Project 408

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

Annual software upgrades are necessary to maintain serviceability of the city's water operations Supervisory Control and Data Acquisition (SCADA) systems; allowing staff to monitor and maintain operations of the water treatment facility. Maintaining serviceable systems allow for improved technical support in emergency situations.

The city's software support company Automatic Systems has provided the attached quote for workstation and software upgrades, including configuration and testing in the amount of \$33,548.00. The improvements as listed will allow staff to maintain the improvements for a period of five to eight years depending on any equipment changes.

Funds supporting CIP Project 408 amount to \$35,000.00 for calendar year 2016.

Staff recommends approval of this request for Council Action allowing the SCADA software system upgrade at the water treatment facility.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: Water Cash</p> <p>Budget Information:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/> X</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"/> X	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"/> X	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-15**

**RESOLUTION AUTHORIZING APPROVAL OF STAFF TO SIGN SUPERVISORY CONTROL
AND DATA ACQUISITION (SCADA) SYSTEMS UPGRADE QUOTE WITH AUTOMATIC
SYSTEMS COMPANY IN THE AMOUNT OF \$33,548.00 FOR WATER TREATMENT
FACILITY; CIP PROJECT 408**

WHEREAS, one of the City’s Key Outcomes is to “Assure and Secure Safe Drinking Water”;
and

WHEREAS, the current SCADA system has reach an age and need to be upgraded allowing
internal and external maintenance of its software package; and

WHEREAS, Automatic Systems Company has always supported the city’s SCADA system as
requested; and

WHEREAS, the attached quote of service include workstation software upgrades,
configurations, and testing in the amount of \$33,548.00.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia
hereby authorizes approval of staff to sign Supervisory Control and Data Acquisition (SCADA) systems
upgrade quote with Automatic Systems Company in the amount of \$33,548.00 for water treatment
facility; CIP Project 408.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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

Friday, December 11, 2015

Mr. Doug Bode
City of Waconia
201 South Vine Street
Waconia, MN. 55387

Reference: Waconia, MN – SCADA System Upgrades – Rev. B

Dear Doug:

Per your request we are pleased to offer the following proposal for a computer hardware and software upgrade to your existing System:

A Two (2) **Computer Workstations** as follows:

- **One (1) Main SCADA Operation Dell Computer** at the Water Treatment Plant complete with 8 GB RAM, 1 Tb HDD, monitor, speakers, Microsoft Office latest version and Windows Professional Operating System.
- **One (1) Operation Dell Computer for installation in Supervisory Control Panel “SCP2”** at the Water Treatment Plant complete with a new industrial touch screen monitor, computer work station with 4 GB RAM, 500 GB HDD, monitor, Microsoft Office latest version and Windows Professional Operating System.

Note: Per your request the original laptop will not be upgraded at this time.

B One (1) **Lot of Software as follows:**

- **Graphic User Interface Software updates to existing licensing.**
- **Microsoft Office** (included with computer workstations above).
- **Windows Professional Operating System** (included with computer workstations above).
- **Software Alarm Dialer upgrades for Win-911.**

Notes:

1. All software files and media will be licensed in the City’s name and turned over to the City on completion.

- 2. In an effort to offer the lowest cost solution our proposal includes upgrading only the existing Graphic User Interface runtime licenses.

C One (1) **Lot of system setup, software configuration and testing** to include the following:

- Backup all critical data from the existing computers.
- Unpack and setup the new computers.
- Install Windows operating system, Graphic User Interface Software, MS-Office, software alarm dialer, all associated drivers, and reinstall site specific user information and files.
- Installation of the new computers will be parallel with the existing system to prevent down time.

Your price for items A through C, including one (1) year warranty from date of startup.....**\$33,548.00** (plus tax).

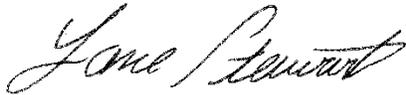
Please note, the above price does not include any:

- Printers or uninterruptible power supplies (existing to be reused).
- Graphic or PLC programming upgrades (existing graphic and associated programs will be reinstalled on the new SCADA computers).

Thank you very much for the opportunity of providing you with the above proposal, should you wish to proceed with an order please sign on the space provided below and return a copy to this office.

We look forward to hearing from you, should you have any questions please don't hesitate to give me a call.

Sincerely,



Lane Stewart
Automatic Systems Company

Accepted by: _____	Date: _____
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REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016						
Item Name:	Authorization of City Staff to Obtain Mobile and Fixed Equipment Pricing for 2016 as Outlined in Memo						
Originating Department:	Public Services						
Presented by:	Craig Eldred, Public Services Director						
Previous Council Action (if any):	None						
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.)*

Adopt Resolution 2016-16; Authorizing City Staff to Obtain Mobile and Fixed Equipment Pricing for 2016 as Outlined in Memo

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

Annually upon City Council approval of the Budget and Capital Improvement Plans staff provide a request to obtain mobile and fixed equipment pricing for further review and authorization throughout the 2016 calendar year. The main focus is to meet fixed deadlines placed within the State Bid processes. Our ability to meet deadlines provides acquisition savings on annual model year increases, and acquisition of used equipment if deemed desirable.

Scheduled within the 2016 CIP Equipment replacement plan are six projects for Public Services. Each project or piece of equipment is listed with an estimated cost for acquisition and support for its replacement.

1. Project 394; Addition of Zero Turn Mower

Funding; \$61,000.00, Capital Equipment

Attachments included; 72" Deck, Winter Track & Cab Conversion, Blower, Plow, and Broom

Support: Unit is utilized for all seasons by the Park Departments for mowing and snow removal.

2. Project 262; Replacement Unit 5000, 2004 Bush Hog Disc Mower

Funding; \$11,500.00, Capital Equipment

Support; unit 5000 is utilized by Street and Park Departments for mowing of boulevards and park open spaces as necessary. Review of the appropriate mower type continues with emphasis of improved safety.

3. Project 471; Equipment Attachments Bobcat and Tractor

Funding; \$57,000.00 Capital Equipment

Support; the attachments include a grader blade for trail rehabilitation and alley maintenance, 40" bituminous mill for improved pavement maintenance, V-blade for John Deere tractor for winter trail maintenance.

4. Project 71; Replacement of Unit 130 2001 John Deere Wheel Loader

Funding; \$302,000.00 Finance Capital Equipment

Support; the intent is to replace the loader and snow removal equipment. New snow removal equipment with improved functionality allowing improved service by staff. In addition, we intend to add attachments which will improve service for all seasons. Such attachments include material forks and boom for stabilizing upright items, and structure placement.

5. Project 77; Replacement of Unit 23 2001 Single Axle Dump Truck and Snow Removal Equipment

Funding; \$250,740.00 Finance Capital Equipment

Support; The intent is to upgrade this unit to a tandem axle dump truck. The expanded service areas of 10th Street, Interlaken Crossing, Community Drive, 94th Street, and future turn-back of portions of CSAH 10 warrant the increase size of this unit. We have been informed that replacement of this unit may exceed twelve months. Future dump truck and winter equipment replacements may need to be ordered months, or a year in advance to allow staff to maintain service level requirements for winter maintenance. Anti-icing application equipment will be an additional focus with the winter maintenance equipment.

6. Project 99; Addition of Utility Chassis with Service Body

Funding; \$66,300.00, Water & Sewer Cash

Support; This addition is in conjunction with the new crane truck purchased in 2015. This unit will become a support maintenance vehicle for the Water and Sewer Departments. The addition of Storm Water Reuse services will be covered by this unit to maintain the fixed pumping systems, chemical feed, and irrigation lines proposed

Staff recommends approval of this request for action, allowing staff to meet established acquisition deadlines detailed in the State Bid specifications, and reduce model year end increases for vehicle purchases.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: Capital Improvement Equipment Funds;
Financing, Cash, Sewer, Water

Budget Information:

X	Budgeted
	Non Budgeted
	Amendment Required

Planning Commission
Parks and Recreation Board
Safari Island Advisory Board
Other

**CITY OF WACONIA
RESOLUTION NO. 2016-16**

**RESOLUTION AUTHORIZING CITY STAFF TO OBTAIN MOBILE AND FIXED
EQUIPMENT PRICING FOR 2016 AS OUTLINED IN MEMO**

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

WHEREAS, allowing staff to obtain quotes for equipment replacement will assist in reducing financial impacts due to model year increases; and

WHEREAS, initiating the quote process will allow staff to conduct analysis of equipment pricing and meet necessary demands; and

WHEREAS, authorizing the quote process at this time will allow for an organized purchase process.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes City staff to obtain mobile and fixed equipment pricing for 2016 as outlined in memo.

Adopted by the City Council of the City of Waconia this 4th day of January, 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:	January 4, 2016
Item Name:	Commercial Kennel License: All Paws Oasis, LLC
Originating Department:	Administration
Presented by:	Susan Arntz, City Administrator

Previous Council Action (if any):

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

Motion to Adopt Resolution 2016-17, Approving Commercial Kennel License: All Paws Oasis, LLC

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

The City has received a renewal application for a Commercial Kennel License from All Paws Oasis. The City Zoning Code requires the City Council approval of licenses for Commercial Kennels. The Kennel was recently inspected and found to be compliant. Staff recommends renewal.

FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	Planning Commission: Parks and Recreation Board Safari Island Advisory Board Other
Budget Information:	
<input type="checkbox"/> Budgeted <input type="checkbox"/> Non Budgeted <input type="checkbox"/> Amendment Required	

**CITY OF WACONIA
RESOLUTION NO. 2016-17**

**RESOLUTION APPROVING COMMERCIAL KENNEL LICENSE:
ALL PAWS OASIS, LLC**

WHEREAS, A renewal application for a commercial kennel license has been received from All Paws Oasis, LLC, in the Office of the City Clerk; and

WHEREAS, The applicant has submitted applicable information for the license renewal and has been inspected and found to be compliant.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Waconia hereby approves Commercial Kennel License for All Paws Oasis, LLC.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016
Item Name:	Authorize Mayor and City Administrator to Execute and Sign Metropolitan Council Storm Water Grant Agreement; Grant No. SG-40292
Originating Department:	Public Services
Presented by:	Craig Eldred, Public Services Director
Previous Council Action (if any):	None

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

Adopt Resolution 2016-18; Authorize Mayor and City Administrator to Sign Metropolitan Council Storm Water Grant Agreement; Grant No. SG-40292

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

One of the many goals established for the Waconia community is the protection of its water resources including Potable Drinking Water, Lakes, and Streams which are guided by several forms of requirements and regulations for environmental and community health.

The focus of this request is to support all three items in reduction of potable water use for irrigation and assistance in meeting regulatory requirements of the community's storm water run-off into its lakes and streams. As part of the Trunk Highway Five improvements regulatory requirements assisting in reducing storm water run-off are being met by the reuse storm water for irrigation purposes. Secondly, further storm water reuse will be directed to eliminate the use of potable water for irrigation at Brook Peterson Park.

Over a year ago the City and Carver County Water Management Organization combined in a grant process to obtain Legacy Funds for the previously mentioned improvements. At that time, our current project was not funded. However, as discussions continued regarding the project intentions, we were fortunate to connect with the Metropolitan Council on our intent to utilize storm water for irrigation purposes. As a result, the Metropolitan Council reviewed the work plan information provided, and felt confident in our project purpose and formally approved funding for two different projects in the amount of \$400,000.00.

Attached is a copy of the grant for said funding with inclusion of the requirements and costs apportioned for the differing projects. Detailed are the intended uses of the funds not limited to pumping systems, reuse water main installation, and a chlorination structure for housing chlorine feed equipment intended to proportionally treat the reuse water. In all, the grant funds assist the community in approximately one-third of the proposed project costs.

Staff recommends approval of this request for Council action allowing staff to move forward with project coordination of materials, equipment and acceptance of quotes designed to be funded through this grant process.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: Storm Water Cash</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>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Planning Commission</p> <p>Parks and Recreation Board</p> <p>Safari Island Advisory Board</p> <p>Other</p>
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**CITY OF WACONIA
RESOLUTION NO. 2016-18**

**RESOLUTION AUTHORIZING APPROVAL OF MAYOR AND CITY ADMINISTRATOR TO
EXECUTE AND SIGN METROPOLITAN COUNCIL STORM WATER GRANT AGREEMENT;
GRANT NO. SG-40292**

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

WHEREAS, intentions of the grant funds are to assist with meeting water resource requirements and regulations for the Waconia Community; and

WHEREAS, the grant funds will assist in off-setting approximately one-third of the overall project expenses for storm water reuse projects; and

WHEREAS, acceptance of the grant allows city staff and Engineers to continue the acquisition of equipment and material pricing guided to meet water resource requirements as a result of the Trunk Highway Five Improvement Project and reduce potable water impacts.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of Mayor and City Administrator to execute and sign Metropolitan Council Storm Water Grant Agreement; Grant No. SG-40292.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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

METROPOLITAN COUNCIL STORMWATER GRANT

GRANTEE: City of Waconia	GRANT NO. SG-40292
PROJECT: Waconia Stormwater Reuse Project	
GRANT PERIOD: December 31, 2017	
COUNCIL ACTION: 2015-130	
ESTIMATED PROJECT AMOUNT: \$1,212,000	
MAXIMUM GRANT AMOUNT: \$400,000	GRANTEE MATCH: \$812,000

GRANT AGREEMENT

THIS AGREEMENT is made and entered into by and between the Metropolitan Council (“the Council”) and Grantee named above.

RECITALS

1. The Council is authorized by Minnesota Statutes section 473.505 to enter into agreements with other government bodies and spend funds to implement total watershed management. This includes the authority to make grants to other government bodies to implement total watershed management.

2. The Metropolitan Council authorized its staff to enter into total watershed management grant agreements with various local units of government for installation of storm water best management practices that can be used as demonstrations of innovative storm water management practices for the region.

3. Grantee has expressed an interest in installing, maintaining and monitoring effectiveness of the storm water best management practices.

4. Grantee represents that it has the technical capability and is duly qualified to implement such best management practice and perform all services described in this grant agreement to the satisfaction of the Council.

NOW, THEREFORE, the Council and Grantee agree as follows:

Section 1. Definitions

1.01 “Project” means the entire work effort necessary to complete the Work Plan, including all obligations of Grantee under this agreement.

1.02 "Work Plan" means the means the items of work identified in Exhibit A to this Agreement.

Section 2. Grant Amount, Match, Grant Period and Reimbursement Procedures.

2.01 Estimated Project Amount. The total estimated cost of the Project is the sum of the Maximum Grant Amount and Grantee match on page 1 of this agreement.

2.02 Maximum Grant Amount. The Council agrees to make available to Grantee during the grant period a grant of up to Maximum Grant Amount identified on page 1. This amount is granted for the purpose of reimbursing Grantee for a portion of the eligible costs of performing the Project.

In no event will the Council's obligations exceed the lesser of the following:

- A. The Maximum Grant Amount; or
- B. 75% of the total Project expenditures.

The Council will bear no responsibility for cost overruns incurred by Grantee in performance of the Project.

2.03 Grantee Match. Grantee must provide at least a 25% local match against the Maximum Grant Amount. If the final expenses for the Project are less than the Estimated Project Amount, then the local match will be reduced to 25% of the final Project amount. If the final expenses for the Project exceed the Estimated Project Amount, Grantee is responsible for providing the funds to cover the final costs and expenses. The local match may be cash or an in-kind match.

2.04 Grant Period. The grant begins on the date that this Agreement is fully executed and expires on the earlier of December 31, 2017 or until Grantee satisfactorily fulfills all of its obligations this agreement. After that date, all grant funds that Grantee has not spent revert to the Council.

Section 3. Performance of the Project

3.01 Use of Funds. Grantee must use the proceeds of this grant only for the eligible costs of the Project as described in this Agreement.

3.02 Eligible Costs. Only the costs specified in this section are eligible for reimbursement out of the grant proceeds. Exhibit B to this Agreement provides the budget for the Project. Grantee may only use the grant funds to pay eligible line item costs in Exhibit B or for costs incurred in preparing the Work Plan in Exhibit A. If the actual cost of a line item in Exhibit B exceeds the budgeted amount by more than 10%, Grantee must notify the Council and Grantee

may not use grant funds to pay for the portion that exceeds the budgeted amount by more than 10%.

Grantee may use grant and matching funds for direct staff costs for Work Plan activities. Grantee may use Grant and matching funds to purchase or lease equipment, machinery, supplies, or other personal property necessary for the grant project. The Grantee will comply with the personal property management requirements in Section 3.04 of this agreement.

If Council determines that Grantee made an unauthorized or undocumented use of grant proceeds, the Council may make a demand for repayment and Grantee must promptly repay such amounts to the Council.

3.03 Administration, Supervision and Contractors. Grantee is responsible for the administration, supervision, management, and oversight of the Project. Grantee may employ any professional services and contractors it deems reasonable and necessary to complete the Project.

3.04 Personal Property Management. Title to all personal property acquired with grant and matching funds remains with Grantee. Grantee must take reasonable measures to protect and defend its title interest and shall keep the personal property free and clear of any liens, encumbrances, or other claims. Grantee must maintain property records that include, at a minimum, a description of the property, a serial or other identification number, the acquisition date and cost, and the location, use, and condition of the property. In the final report required by section 5.02, Grantee must include a list of all personal property acquired with grant and matching funds that was not used in performance of the Project. At the end of the Grant Period, Grantee agrees to transfer title to all personal property that is not incorporated into the Project and was acquired in whole or in part with grant funds to the Council, at the Council's option, at no charge. The Council reserves the right to direct appropriate disposition of all personal property, acquired in whole or in part with grant funds, which has not been expended in performance of the grant project.

During the Grant Period, Grantee bears the risk of loss of, damage to, or destruction of any personal property acquired with grant or matching funds. No such loss, damage, or destruction will relieve Grantee of its obligations under this agreement. Grantee will maintain personal property acquired with grant or matching funds in good operating order. If, during the Grant Period, any project personal property is not used in performing the project, whether by planned withdrawal, misuse, or casualty loss, Grantee must immediately notify the Council's Authorized Representative. Unless otherwise approved by the Council's Authorized Representative, Grantee must remit to the Council a proportional amount of the fair market value of any items that are not used, calculated on the basis of the proportion of Council grant funds used to acquire the items.

Section 4. Accounting, Record, and Audit Requirements

4.01 Accounting and Record-keeping. Grantee will establish and maintain a separate account for the Project and maintain accurate and complete books, records, documents, and other evidence of the costs and expenses of implementing this agreement to the extent and in such

detail that will accurately reflect the total cost of the Project and all net costs, direct and indirect, of labor, materials, equipment, supplies, services, and other costs and expenses. Grantee must use generally accepted accounting principles. Grantee must retain these records for at least 6 years after the end of the Grant Period.

4.02 Audit. The accounts and records of Grantee related to this agreement may be audited in the same manner as other accounts and records of Grantee and may be audited and inspected on Grantee's premises or otherwise by individuals designated or authorized by the Council at any time following reasonable notification during the Grant Period and for a period of six years thereafter. Under Minnesota Statutes section 16C.05, subdivision 5, Grantee's books, records, documents, and accounting procedures and practices relevant to this agreement are subject to examination by the State, its representatives, the State Auditor, and the Legislative Auditor for a minimum of 6 years from the end of this agreement. Grantee will make available at all reasonable times and before and during the period of records retention proper facilities for examination and audit.

Section 5. Reimbursement, Reporting and Monitoring.

5.01 Reimbursement Request/Quarterly Progress Reports. To receive Reimbursement under this agreement, Grantee must submit a Reimbursement Request/Quarterly Report. The Council must receive from Grantee Reimbursement Request/Quarterly Report within 30 days after the end of each calendar quarter. In the Reimbursement Request/Quarterly Report, Grantee must provide a detailed summary of completed work activities and project expenditures, including a comparison of actual activities and expenditures against planned activities and projected expenditures. Grantee must provide sufficient documentation of grant eligible expenditures and any other information the Council's staff reasonably requests. Grantee must submit a Quarterly Report as outlined in this section even if Grantee is not submitting a Reimbursement Request.

The Council will make the final determination whether the expenditures are eligible for reimbursement under this agreement and verify the total amount requested from the Council. Reimbursement of any cost is not a waiver by the Council of any Grantee noncompliance with this agreement.

The Council will reimburse all eligible grant expenditures not in excess of the total amount of grant amount under this agreement within 60 days after receiving satisfactory documentation from Grantee. Grantee's documentation is subject to review and acceptance or rejection by the Council. The Council will be deemed to have accepted Grantee's documentation if the Council does not reject it in writing within 21 days of receipt.

The Council will not award any reimbursements for work done outside of the Grant Period.

5.02 Final Report. Within 60 days after the expiration of the Grant Period, the Council must receive from Grantee for Council review and approval a final report in a format determined by the Council, detailing total Project receipts and expenditures, summarizing all Project activity, and containing a certification by Grantee's chief financial officer that all grant

funds were expended in accordance with this agreement. The final report must include a list of project personal property as required by paragraph 3.04. The final report must also describe how the Project furthers Total Watershed Management as that term is defined under Minnesota Statutes Section 473.505. This Agreement remains in effect until the Council approves the Final Report.

5.03 Other Monitoring Activities. To assist the Council in monitoring compliance with the grant agreement, Grantee agrees to attend meetings as requested by Council staff and to permit site visits by Council staff, during business hours, upon reasonable notice.

Section 6. General Conditions

6.01 Compliance with Law. Grantee will comply with all applicable state and federal laws. Further, Grantee agrees that it is Grantee's obligation and responsibility, and not the Council's, to comply with all other laws, regulations, and rules relating to activities undertaken in performing the Project.

6.02 Maximum Use of Other Funds. If Grantee at any time receives funding or reimbursement from another source for amounts charged by Grantee against this grant, such funds charged against this grant shall be immediately refunded to the Council upon discovery of the duplicate funding or reimbursement.

6.03 Liability. Each party is responsible for its own acts and the results thereof to the extent authorized by law and a party is not responsible for the acts of the other party and the results thereof. Council and grantee's liability are governed by the Minnesota Municipal Tort Claims Act, Minnesota Statutes chapter 466, and other applicable law. Notwithstanding this provision, to the fullest extent permitted by law, Grantee will defend, hold harmless, and indemnify the Council and its members, employees, and agents from and against all claims, damages, losses, and expenses, including but not limited to attorney fees, arising out of or resulting from clean-up, removal, and disposal of contaminants related to the Project. This includes, without limitation, any claims asserted under the Minnesota Environmental Response and Liability Act (MERLA), Minnesota Statutes chapter 115B, the federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as amended, 42 U.S.C. sections 9601 *et seq.*, and the federal Resource Conservation and Recovery Act of 1976 (RCRA) as amended, 42 U.S.C. sections 6901 *et seq.* This obligation will not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which otherwise would exist between the Council and Grantee. Grantee's obligation to indemnify the Council as stated in this paragraph shall not be construed as a waiver on the part of either Grantee or the Council of any immunities or limits on liability provided by Minnesota Statutes chapter 466, or other applicable state or federal law.

6.04 Changes in the Project. If Grantee, for any reason, determines that the Project or any portion of it should not be undertaken, or that there should be a change in the scope or costs of an portion of the Project, Grantee must immediately submit to the Council a statement describing the situation and giving the reasons for Grantee's determination. Grantee may, simultaneously with the submission of the statement or within a reasonable time thereafter, recommend alternative projects, activities, uses, expenditures, or allocations of grant funds.

If the Council determines that Grantee's recommendations may be immediately approved, Grantee and the Council may execute a written amendment to this agreement as provided in section 6.05.

If the Council determines that Grantee's recommendations may not be immediately approved, Grantee and the Council may execute a written amendment to this agreement as provided in section only after appropriate authorizations by the Council and Grantee.

6.05 Amendments. The terms of this agreement may be changed by mutual agreement of the parties. Changes will be effective only upon execution of a written amendment signed by authorized representatives of the Council and Grantee.

6.06 Equal Opportunity; Affirmative Action. Grantee will comply with all applicable laws, rules, and regulations relating to nondiscrimination and affirmative action in public purchase, involvement, and use. In particular, Grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual orientation, national origin, marital status, disability, status with regard to public assistance, membership or activity in a local civil rights commission, or age, and to take affirmative action to insure that applicants and employees are treated equally with respect to all aspects of employment, rates of pay and other forms of compensation, and selection for training. In addition, Grantee must include affirmative action and equal employment provisions in any written contract entered into after the date of execution of this agreement which involves the provision of work or services which will be paid for in whole or in part out of the grant proceeds.

6.07 Permits, Bonds, and Approvals. Grantee is responsible for obtaining and complying with all applicable local, state, and federal licenses, permits, bonds, approvals, inspections, and authorizations necessary for the Project.

6.08 Termination for Cause. This agreement may be terminated by the Council for cause at any time with 7 days' written notice to Grantee. Cause means a material breach of this agreement and any supplemental agreements or amendments to this agreement. If the Council terminates the agreement for cause, it may require Grantee to repay the grant funds in full or in a portion determined by the Council. Nothing in this section limits the Council's legal remedies to recover grant funds.

6.09 Termination for Convenience. Either party may terminate this grant agreement at any time by giving the other party written notice of termination at least 30 days before the effective date of the termination. On termination, the Council will compensate Grantee on a pro rata basis for work plan activities that were satisfactorily performed in accordance with this agreement.

6.10 Intellectual Property. Grantee agrees that the results of the grant project, the reports submitted, and any new information or technology that are developed with the assistance of this grant are in the public domain and may not be copyrighted, patented, trademarked or designated as trade secret.

6.11 Government Data Practices. Grantee and Council must comply with the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, as it applies to all data provided by the Council under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this grant contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either Grantee or the Council. If Grantee receives a request to release the data referred to in this section, Grantee must promptly notify the Council.

6.12 Promotional Materials. Grantee will submit to the Council a copy of any promotional information regarding the grant project disseminated by Grantee during the Grant Period. Grantee will acknowledge the grant assistance made by the Council in any promotional materials, reports, and publications relating to the grant project.

6.13 Jurisdiction and Venue. Venue for all legal proceedings arising out of this grant agreement, or breach of this grant agreement, will in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

6.14 Authorized Representatives.

The Council's Authorized Representative is:

Joe Mulcahy
Environmental Analyst

GRANTEE'S Authorized Representative is:

Craig Eldred
Public Works Director, City of Waconia

All written communication under this agreement must be sent electronically or by United States Mail to the Authorized Representative. Either party may change its Authorized Representative by notifying the other party in writing. To the extent possible, communications between the parties concerning this agreement will be directed through the authorized representatives.

6.15 Survival. Sections 4.01, 4.02, 6.03, 6.10, 6.12, and 6.13 of this Agreement, and the rights, duties and obligations of the Council and Grantee created in those Sections, survive termination or expiration of this Agreement.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their duly authorized representatives on or as of the date first above written.

METROPOLITAN COUNCIL

By: _____
Weston Kooistra
Regional Administrator

Date: _____

GRANTEE

The Grantee certifies that the appropriate persons have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions and ordinances.

By: _____

Date: _____

By: _____

Date: _____

EXHIBIT A

Work Plan

TH 5 WATER REUSE SYSTEM CITY OF WACONIA WORK PLAN

1. Scope of Work

A. Project 1 – 10th Street System

The 10th Street water reuse system is shown on Figure No. 1. The system consists of a stormwater basin, a pump station, about 4,700 feet of piping to convey the reuse water to the irrigation areas and sprinkler systems for the minimum required irrigation area of 2.49 acres. The treatment structure, pump station structures and piping along with storm sewer which conveys runoff into the basin are included in the Trunk Highway 5 Improvements Project which is currently under construction. This project consists of reconstructing a 1.5 miles segment of the highway from a 2-lane rural section to a 4-lane urban section roadway with a median.

The pump station equipment will be furnished and installed under a separate contract. The station will include a 320 gpm pump, a self-cleaning filter to remove particles larger than 80 microns and chlorination equipment to address any concerns regarding human contact with the reuse water.

The stormwater basin will receive storm runoff from a 174 acre urbanized watershed area as shown on Figure No. 4. The reuse system will provide the stormwater volume reduction required by Carver County Water Management organizations and NPDES permits for the highway improvements and also for approximately 59 additional acres. Figure No. 2 shows the stormwater management categories for the highway and adjacent properties. The system will have capacity to irrigate up to 12.6 acres.

Aside from meeting the irrigation requirements of the Carver County Water Management Organization and NPDES permits the City's intentions are to create a Reuse Water District adjacent to the TH 5 Improvement Project and provided on Figure No. 2. This Reuse District will grow through Development to maintain the 2.49 acres and supply water to negate future potable irrigation water use until the system is maximized. The reuse water system will be established, maintained, metered and sold through the City's Storm Water Utility.

B. Project 2 – Hunters Crossing / Brook Peterson Park System

This is the second system and it is shown on Figure No. 3. The system consists of a treatment structure, a pump station at the existing Hunters Crossing stormwater pond and approximately 3,000 feet of piping to convey the reuse water to Brook Peterson Park. The pond receives runoff from an 82 acre watershed which is fully urbanized, as shown in Figure No. 4. At the park the reuse water will be used to irrigate 9 softball /

baseball fields totaling 15.3 acres of green area. These fields are currently irrigated with potable water from the municipal water system. Similar to the 10th Street system, this system will also include a self-flushing filter and chlorination.

2. Project Benefits

Based on ultimately irrigating 12.6 acres on Project 1 and 15.3 acres on Project 2 with 12 inches annually of reuse water, this project will provide the following benefits:

	Project 1	Project 2	Total
Annual Runoff Volume Reduction (acre feet)	31.5	28.6	60.1
Annual Phosphorus Reduction (lbs.)	25.7	23.3	49.0
Annual Total Suspended Solids Reduction (lbs.)	4,665	4,240	8,905
Annual Potable Water Use for Irrigation Reduction (million gallons)	5.6	2.8	8.4

3. Project Schedule

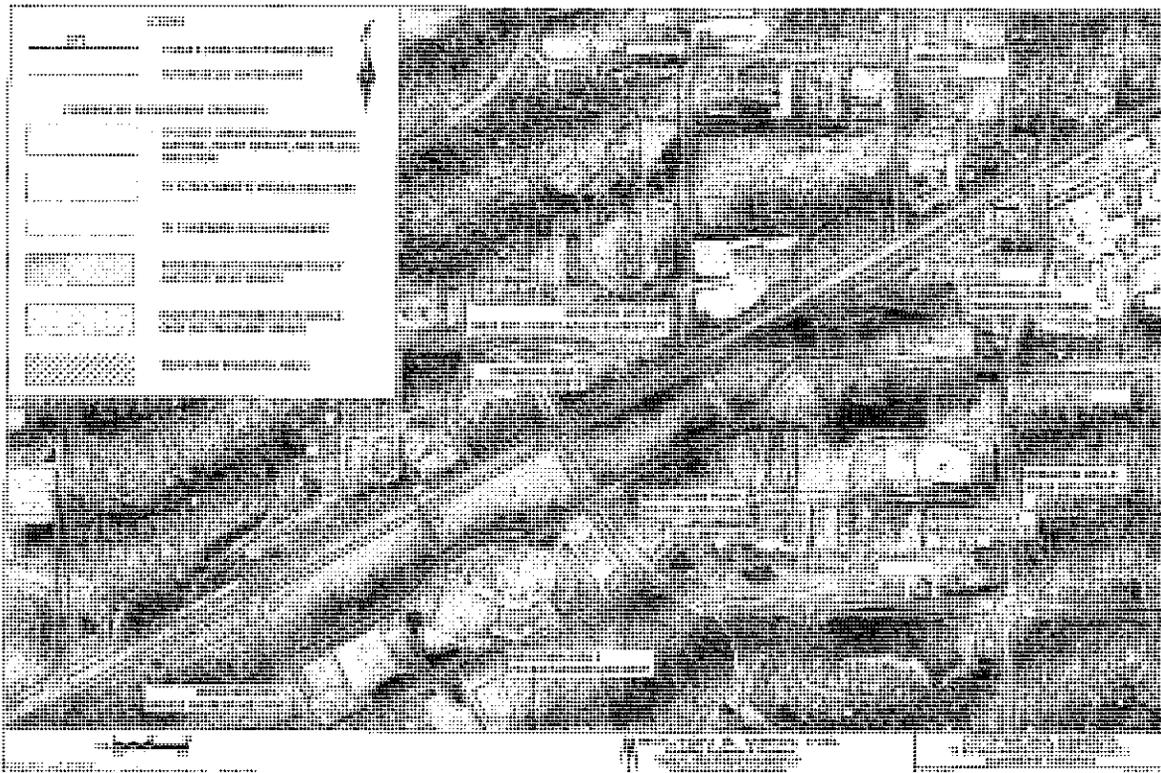
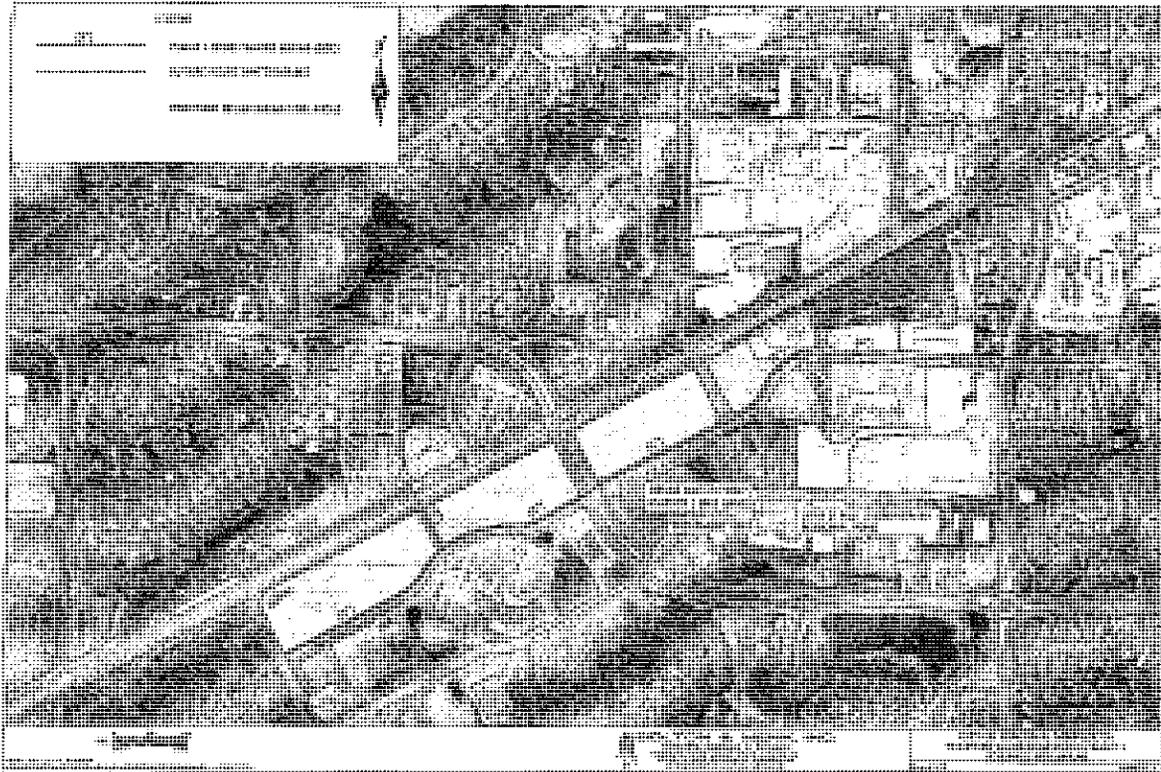
The TH 5 project is currently under construction. However portions of the project, including the majority of the water reuse system, will not be completed until the summer of 2016. The reuse system should be operational by late summer 2016. The Hunters Crossing / Brook Peterson Park system is expected to be operational by the 2017 irrigation season.

4. Budget

The project budget is summarized below:

	<u>Estimated Construction Cost</u>	<u>Estimated Engineering & Administration Cost</u>	<u>Estimated Total Project Cost</u>
Project 1	\$495,000	\$124,000	\$619,000
Project 2	\$474,000	\$119,000	\$593,000
Total	\$969,000	\$243,000	\$1,212,000

Detailed project cost estimates for both projects are attached. The City of Waconia is proposing to use the grant funds to fund a portion of Project 1 design and construction costs and a portion of Project 2 design costs.



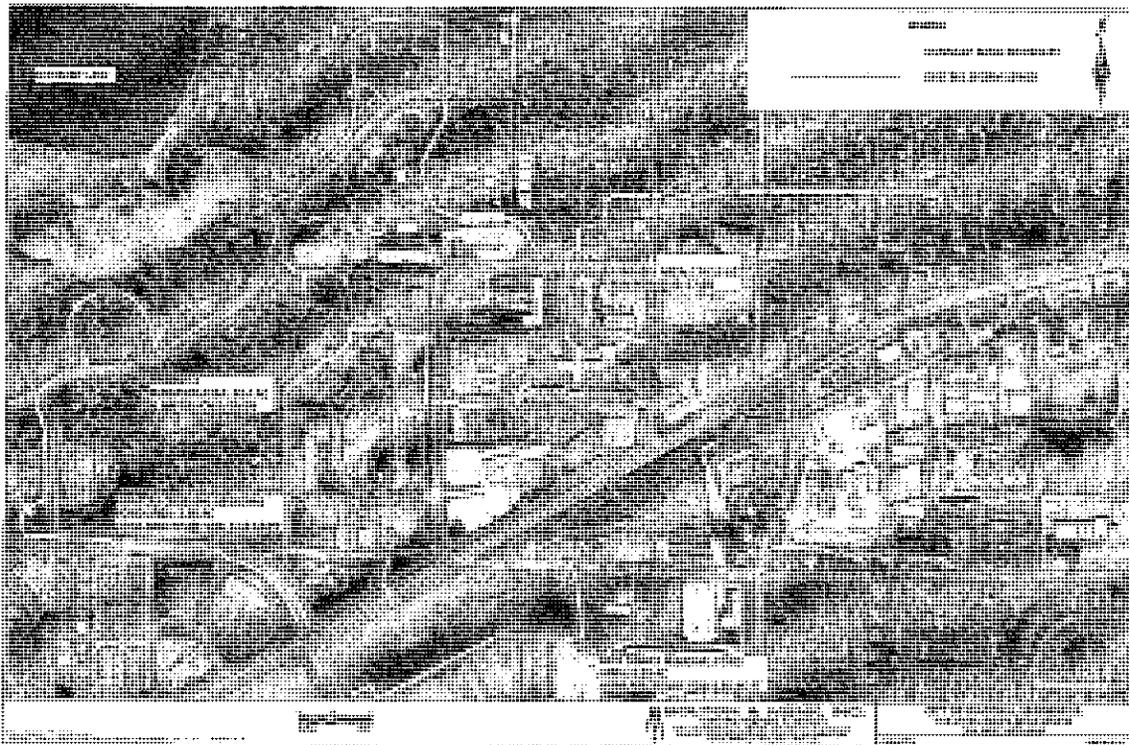


EXHIBIT B Project Budget

CITY OF WACONIA
IMPROVEMENT
TH 5 STORMWATER REUSE SYSTEM - PROJECT 1
PROJECT COST
ESTIMATE
August 6, 2015

ITEMS INCLUDED IN TH 5
PROJECT

ITEM NO.	ITEM DESCRIPTION	APPROX. QTY.	UNIT	UNIT PRICE	AMOUNT
	MOBILIZATION		LS	\$22,000.00	\$22,000.00
2	TRAFFIC CONTROL		LS	\$3,000.00	\$3,000.00
3	CONCRETE WET WELL STRUCTURE		LS	\$17,100.00	\$17,100.00
4	PUMPING EQUIPMENT, FILTER & CONTROLS (1 - 25 HP PUMP & 1 - 3 HP PUMP)		LS	\$70,000.00	\$70,000.00
5	PUMPING EQUIPMENT INSTALLATION		LS	\$8,000.00	\$8,000.00
6	ELECTRICAL CONSTRUCTION		LS	\$15,000.00	\$15,000.00
7	ELECTRIC SERVICE TO STATION		EA	\$30,000.00	\$30,000.00
8	STATION CONNECTION TO SCADA		EA	\$12,000.00	\$12,000.00
9	TREATMENT STRUCTURE		EA	\$9,991.00	\$9,991.00
10	2" HOPE REUSE WATERMAIN- DIRECTIONAL DRILLING	1330	LF	\$21.00	\$27,930.00
11	3" HOPE REUSE WATERMAIN- DIRECTIONAL DRILLING	1000	LF	\$22.00	\$22,000.00
12	2" HOPE REUSE WATERMAIN- PLACE IN EX. CASING	100	LF	\$20.00	\$2,000.00
13	4" HOPE REUSE WATERMAIN- OPEN TRENCH	2280	LF	\$28.10	\$64,068.00
14	1 1/2" HOPE REUSE SERVICE PIPE- OPEN TRENCH	10	LF	\$91.10	\$911.00
15	12" PVC STORM PIPE- OPEN TRENCH	140	LF	\$113.00	\$15,820.00
16	2" BALL VALVE AND BOX	3	EA	\$500.00	\$1,500.00
17	4" GATE VALVE	4	EA	\$1,505.00	\$6,020.00
18	12" GATE VALVE		EA	\$4,570.00	\$4,570.00
19	6" PVC WATERMAIN	68	LF	\$34.40	\$2,339.20
20	6" GATE VALVE		EA	\$1,820.00	\$1,820.00
21	FLUSHING HYDRANT		EA	\$3,300.00	\$3,300.00
22	CATCH BASIN	2	EA	\$1,796.00	\$3,592.00
23	REUSE WATERMAIN FITTINGS	200	LB	\$15.30	\$3,060.00
24	1 1/2" BLOWOFF & CONNECTION ASSEMBLY		EA	\$1,910.00	\$1,910.00
25	SPRINKLER SYSTEM- TH 5 DITCH		LS	\$10,000.00	\$10,000.00
26	SPRINKLER SYSTEMS- AREAS 2 AND 3		LS	\$15,000.00	\$15,000.00
27	2" BLOWOFF AND BOX	7	EA	\$1,660.00	\$11,620.00
28	CONCRETE EQUIPMENT AND BUILDING PADS	141	SF	\$25.00	\$3,525.00
29	BUILDING FOR CHLORINATION EQUIPMENT		LS	\$16,000.00	\$16,000.00
30	INSTALLATION OF CHLORINATION EQUIPMENT & SETTING OF BUILDING		LS	\$12,000.00	\$12,000.00
31	CHLORINATION EQUIPMENT		LS	\$18,000.00	\$18,000.00
32	EROSION AND SEDIMENT CONTROL		LS	\$1,500.00	\$1,500.00
33	3" BITUMINOUS DRIVEWAY	700	SF	\$2.00	\$1,400.00
34	AGGREGATE BASE CLASS 5	50	TN	\$28.50	\$1,425.00
35	CONCRETE SIDEWALK REMOVAL AND REPLACEMENT	300	SF	\$10.00	\$3,000.00
36	6' CHAIN LINK FENCE- VINYL COATED	108	LF	\$30.00	\$3,240.00
37	12' WIDE CHAIN LINK DOUBLE GATE		EA	\$2,000.00	\$2,000.00

38	SILT FENCE	100	LF	\$3.00	\$300.00
39	EROSION CONTROL BLANKET AND SEEDING	530	SY	\$2.00	\$1,060.00
40	TOPSOIL BORROW (LV)	70	CV	\$25.00	\$1,750.00
SUBTOTAL					\$449,751.20
CONTINGENCY -10%					\$44,975.12
ESTIMATED CONSTRUCTION COST					\$
494,726.32					
ESTIMATED ADMINISTRATION ENGINEERING SURVEYING INSPECTION - 25%					\$123,681.58
TOTAL ESTIMATED PROJECT COST					\$618,407.

CITY OF WACONIA
TH 5 STORMWATER REUSE SYSTEM-PROJECT 2
PROJECT COST
ESTIMATE
August 6, 2015

ITEM NO.	ITEM DESCRIPTION	APPROX. QTY.	UNIT	UNIT PRICE	AMOUNT
	MOBILIZATION		LS	\$21,000.00	\$21,000.00
2	TRAFFIC CONTROL		LS	\$3,000.00	\$3,000.00
3	TREE CLEARING		LS	\$2,000.00	\$2,000.00
4	POND DEWATERING		LS	\$5,000.00	\$5,000.00
5	CONCRETE WET WELL STRUCTURE		LS	\$11,000.00	\$11,000.00
6	PUMPING EQUIPMENT, FILTER & CONTROLS (1 - 20 HP PUMP & 1-3 HP PUMP)		LS	\$70,000.00	\$70,000.00
7	PUMPING EQUIPMENT INSTALLATION		LS	\$8,000.00	\$8,000.00
8	ELECTRICAL CONSTRUCTION		LS	\$15,000.00	\$15,000.00
9	ELECTRIC SERVICE TO STATION		EA	\$30,000.00	\$30,000.00
10	STATION CONNECTION TO SCADA		EA	\$12,000.00	\$12,000.00
11	36" DIA X 20' LONG TREATMENT STRUCTURE (PRINSCO WQV3620)		EA	\$15,000.00	\$15,000.00
12	6" HDPE REUSE WATERMAIN- DIRECTIONAL DRILLING	2850	LF	\$55.00	\$156,750.00
13	6" HDPE FORCEMAIN -OPEN TRENCH	150	LF	\$40.00	\$6,000.00
14	12" HOPE STORM PIPE- OPEN TRENCH	75	LF	\$30.00	\$2,250.00
15	6" GATE VALVE	3	EA	\$1,400.00	\$4,200.00
16	12" GATE VALVE		EA	\$3,000.00	\$3,000.00
17	FLUSHING HYDRANT		EA	\$3,500.00	\$3,500.00
18	CATCH BASIN		EA	\$3,000.00	\$3,000.00
19	REUSE WATERMAIN FITTINGS	300	LB	\$6.00	\$1,800.00
20	2" BLOWOFF AND BOX	2	EA	\$2,000.00	\$4,000.00
21	CONCRETE EQUIPMENT AND BUILDING PADS	150	SF	\$1300	\$1,950.00
22	CONNECTION TO EXISTING IRRIGATION SYSTEM		LS	\$2,000.00	\$2,000.00
23	BUILDING FOR CHLORINATION EQUIPMENT		LS	\$16,000.00	\$16,000.00
24	INSTALLATION OF CHLORINATION EQUIPMENT & SETTING O F BUILDING		LS	\$12,000.00	\$12,000.00

25	CHLORINATION EQUIPMENT		LS	\$18,000.00	\$18,000.00
26	EROSION AND SEDIMENT CONTROL		LS	\$1,500.00	\$1,500.00
27	BITUMINOUS TRAIL PATCHING	80	SY	\$30.00	\$2,400.00
28	SILT FENCE	300	LF	\$3.00	\$900.00
29	EROSION CONTROL BLANKET AND SEEDING	1700	SY	\$2.00	\$3,400.00
<u>30 TOPSOIL BORROW (LV)</u>		150	CV.	\$25.00	\$3,750.00
				SUBTOTAL	\$431,250.00
				CONTINGENCY- 10%	\$43,125.00
				ESTIMATED CONSTRUCTION COST	\$474,375.00
				ESTIMATED ADMINISTRATION, ENGINEERING, SURVEYING, INSPECTION- 25%	\$118,593.75
				TOTAL ESTIMATED PROJECT COST	\$592,968.75

Estimated Allocation of Grant Funds

TH 5 Stormwater Reuse System Project One City of Waconia

Item No.	Item Description	Approx. Qty.	Units	Unit Price	Amount
4	Pumping Equipment, Filter & Controls	1	LS	\$70,000.00	\$70,000.00
10	2" HDPE Reuse Watermain Directional Drill	1,330	LF	\$21.00	\$27,930.00
11	3" HDPE Reuse Watermain Directional Drill	1,000	LF	\$22.00	\$22,000.00
12	2" HDPE Reuse Watermain Place in Ex. Casing	100	LF	\$20.00	\$2,000.00
13	4" HDPE Reuse Watermain Open Trench	2,280	LF	\$28.10	\$64,068.00
30	Building for Chlorination Equipment	1	LS	\$16,000.00	\$16,000.00

1/2 Grant Funds Exceeded by \$1,998.00 of \$200,000.00

TH 5 Stormwater Reuse Project Two City of Waconia

Item No.	Item Description	Approximate Qty.	Units	Unit Price	Amount
6	Pumping Equipment Filter and Controls	1	LS	\$70,000.00	\$70,000.00
12	6" HDPE Reuse Watermain Directional Drill	2,850	LF	\$55.00	\$156,750.00

1/2 Grant Funds Exceeded by \$26,750.00 of \$200,000.00



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016
Item Name:	Postage Machine Lease Agreement – American Mailing Machines, Inc.
Originating Department:	Finance
Presented by:	Nicole Lueck

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

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

Adopt Resolution No. 2016-19; Approving Postage Machine Lease Agreement with American Mailing Machines, Inc. for 63 months

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

The five year lease for the City’s current postage machine, model DM300 with Pitney Bowes, Inc. will end in January 2016. The mailing machine provides postage and mailing functions for all City departments and is located at City Hall. Staff has conducted a review of new lease options with Pitney Bowes, Inc. and American Mailing Machines, Inc.

American Mailing Machines, Inc. is offering a new 63 month lease for the model FP Post 45 Semi-Auto Mail System. This system is very similar to what City staff are used to operating and is at a lower cost than what Pitney Bowes is offering. The FP Post 45 system will be a new machine with an easy to use touch screen along with wireless capabilities so it can be reloaded with postage and receive updates without having to be hooked up to a fax line. The American Mailing Machines lease is \$50.00 per month. A similar lease with Pitney Bowes, Inc. costs \$92.03 per month. Staff estimates the new mailing machine will save about \$470.00 per year.

Staff recommends approval of the 63 month lease for the FP PostBase 45 Semi-Auto Mail System from American Mailing Machines, Inc.

<p>FINANCIAL IMPLICATIONS: Funding Sources & Uses: All City Funds/Departments</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p>						
<p>Budget Information:</p> <table border="0"> <tr> <td style="border-bottom: 1px solid black; width: 50px; text-align: center;">X</td> <td>Budgeted</td> </tr> <tr> <td style="border-bottom: 1px solid black; width: 50px;"></td> <td>Non Budgeted</td> </tr> <tr> <td style="border-bottom: 1px solid black; width: 50px;"></td> <td>Amendment Required</td> </tr> </table>	X	Budgeted		Non Budgeted		Amendment Required	<p>Planning Commission Parks and Recreation Board Safari Island Advisory Board Other</p>
X	Budgeted						
	Non Budgeted						
	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-19**

**RESOLUTION APPROVING POSTAGE MACHINE LEASE AGREEMENT WITH
AMERICAN MAILING MACHINES, INC. FOR 63 MONTHS**

WHEREAS, the current postage machine 5 year lease with Pitney Bowes will end in January 2016; and

WHEREAS, the current agreement provides for postage and mailing functions for all City departments and is located at City Hall; and

WHEREAS, the proposed new 63 month lease offered by American Mailing Machines, Inc. will provide a new machine with a touch screen, the same mailing functions, and wireless capabilities; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Waconia hereby approves a 63 month lease with American Mailing Machines, Inc. and authorizes the City Administrator to execute the lease document.

Adopted by the City Council of Waconia, Minnesota this 4th day of January, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



fp-usa.com

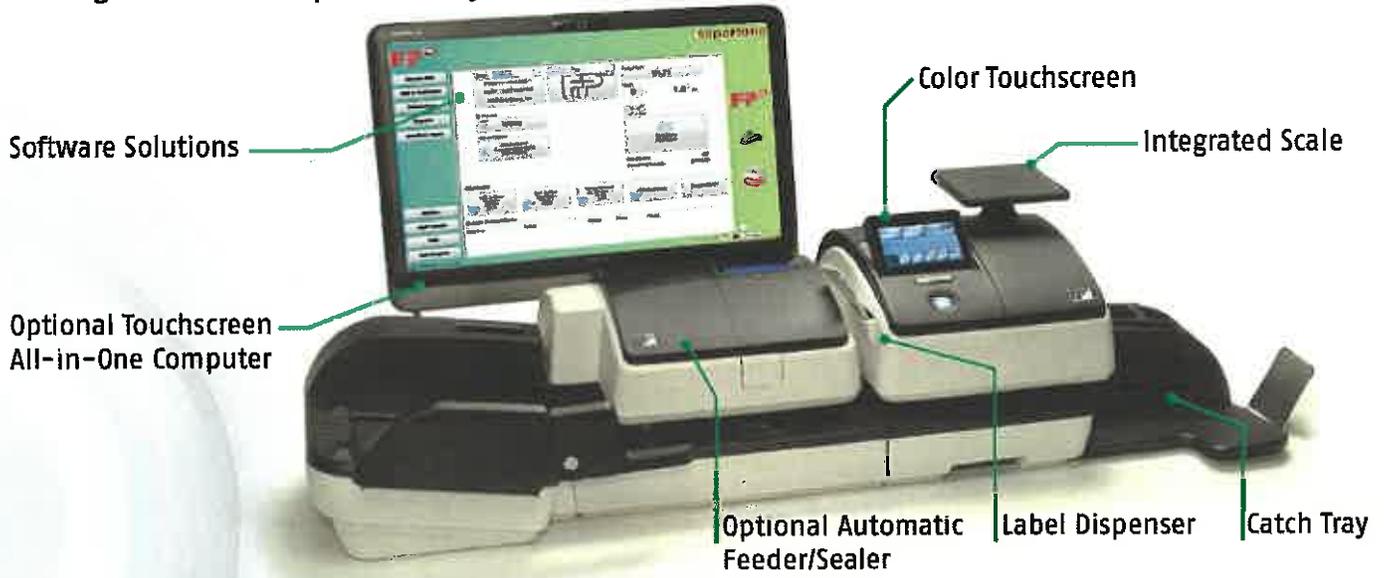
PostBase 45 with OneBase suite

**YOUR PERFECT
MAILING SYSTEM
IS FINALLY HERE.
CHOOSE FP.**



PostBase 45 with oneBase suite

Introducing the FP PostBase 45. This total solution brings best-in-class mailing technology, smooth feeding and intuitive operation to your office environment. Learn how the PostBase 45 can benefit you.



OneBase Suite

THE "ONE" SOFTWARE TO CONTROL YOUR MAILING SYSTEM

RemoteOne Innovative and convenient operation of the PostBase from your PC keyboard or optional 23" all-in-one touchscreen PC.

ReportOne Simple and secure recording of usage data, managing and analyzing accounts, and generating custom reports.

MailOne 2.0 Record, Analyze, and Report Mailroom Expenses; Instantly Access USPS® Commercial-Base Pricing Discounts; Process USPS® Confirm Services Automatically; Print Shipping Labels; E-Certified Electronic Return Receipt; Run Customized Reports.

COLOR TOUCHSCREEN

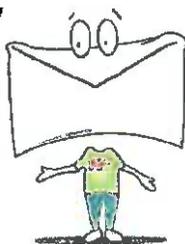
Easily navigate through the PostBase's menu of choices: advertisements, class of mail, special services, and more.

CUSTOMIZE WITH COLOR

Make your mailing system stand out by choosing from a variety of colors.

MyoneFP ONLINE PORTAL

Access additional services for the PostBase as well as other offers related to your mailing system.



FP Frankie says

"Need an automatic feeder? No problem! With PostBase, your system can be customized to fit YOUR needs."

SPECIFICATIONS

Hardware	PostBase 45
Color touchscreen	yes
Letter thickness	over 9/8"
Label dispenser	yes
Letter tray	yes
Moistener	yes
Automatic feeder/sealer	optional
Processing speed (letters per minute)	45
Integrated scale, capacity in lbs	10lb (optional 15lb)
- Differential weighing	optional
External scale (NTEP)	optional 30lb/70lb
High speed postage download (LAN)	yes
Analog modem postage download	optional
Ink	HP Inkjet (up to 18,000 impressions)
Dimensions - Semi-Auto	28" (L) x 13 6" (W) x 11 8" (H)
Dimensions - Auto	38" (L) x 15 4" (W) x 11 8" (H)
Software	
Portal access	yes
RemoteOne (PC control software)	yes
ReportOne (account management)	optional
MailOne (mail management & shipping)	optional
Accounts	20 (optional 50/100/200)
Customizable meter advertisements	20
Free sample meter advertisements	yes - 3 standard
Customizable SMS text messages	10

Subject to technical modifications.



12150 Nicollet Avenue South
Burnsville, MN 55337
P. (952) 894-4204 F. (952) 894-7903
www.americanmailingmachine.com

BR2002

AMERICAN MAILING MACHINES
A Division of Northland Business Systems





Customer Agreement

FP Mailing Solutions
 140 N. Mitchell Ct, Ste 200
 Addison, IL 60101-5629
 Tel: (800) 341-6052
 www.fp-usa.com

CUSTOMER INFORMATION

Billing Address	
Customer: City of Waconia	
Department:	
Street: 201 South Vine Street	
City: Waconia	County: Carver
State: Minnesota	Zip: 55387
Tel: 952-442-3107	Fax: 952-442-2135
E-mail: akloempken@waconia.org	
Contact Name: Angela Kloempkem	
Deliver To: <input checked="" type="checkbox"/> Dealer <input type="checkbox"/> Customer <input type="checkbox"/> Fulfilled from Dealer Inventory	
<input type="checkbox"/> Existing Customers Only: check box if Billing Address has changed.	

Shipping & Installation Address (if different than Billing)	
Customer:	
Department:	
Street:	
City:	County:
State:	Zip:
Tel:	Fax:
E-mail:	
Contact Name:	
Mailing Address: <input type="checkbox"/> Same as Billing	
<input type="checkbox"/> Existing Customers Only: check box if Shipping & Install Address has changed.	

RENTAL INFORMATION

Quantity	Item #	Item Description	Monthly Rate	Rental Billing Delivery (select one)
1	P100C/PBASE	PostBase 45 Meter/Base	included	<input type="checkbox"/> Electronic Billing
1	POSTBASE45A	PostBase 45 Attribute Package	included	<input checked="" type="checkbox"/> Paper Billing
1	PCOLORBBLK (BLACK)	PostBase Color	included	Rental Billing Frequency (select one)
1	PMANSEAL	PostBase Manual Moistener/Sealer	included	<input type="checkbox"/> Annual Billing
1	UNL	Unlimited Resets	included	<input type="checkbox"/> Semi-Annual
1	RGPOST	PostBase RateGuard	included	<input checked="" type="checkbox"/> Quarterly Billing
Term of Contract: 63 months			Total Monthly Payment \$ 50.00	Note: If a payment option is not selected, FP will default to Quarterly Paper Billing.

Terms and Conditions: By signing below, I hereby acknowledge and agree that FP's standard shipping rates and the additional terms and conditions available on the FP website at www.fp-usa.com/terms-conditions are applicable to, and incorporated by reference into, this agreement. (If you do not have access to the internet, please contact FP directly at 800.341.6052 and we will provide you with a copy for your records.)

CUSTOMER ACCEPTANCE (please complete all fields)

Customer Acceptance of Terms		Dealer Information	
Print Name of Authorized Representative:		Dealer Name: American Mailing Machines	Dealer #: 7010
Tel:		Address: 12150 Nicollet Ave. S. Burnsville, Mn. 55337	
Tax ID:	State: Mn.	Tel: 952-894-4204	Fax: 952-894-7903
Authorized Signature: X		Sales Representative Name: John Hoffman	
Date:		Sales Representative: X	Date: 12/22/05

DEALER & INTERNAL USE ONLY

<input checked="" type="checkbox"/> New Customer	<input type="checkbox"/> Lease Company: _____	Promo Code: _____
<input type="checkbox"/> Existing Customer Name Change	<input type="checkbox"/> Major Account: _____	Package Code: P45A
<input type="checkbox"/> Upgrade From: _____	<input type="checkbox"/> GSA Contract No.: _____	<input type="checkbox"/> Price or Terms Exception Approval (attach copy)
<input type="checkbox"/> Renewal (no change of equipment)	<input type="checkbox"/> State Contract No.: _____	Navision No.: _____
<input type="checkbox"/> Change of Ownership	Master Billing Acct. No.: _____	<input type="checkbox"/> USPS® Location: (letter must be attached)
Existing Account No.: _____	Master Postage Acct. No.: _____	<input type="checkbox"/> Tax-Exempt Certificate Attached



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016						
Item Name:	Equipment Maintenance Agreement for Folder/Inserter – American Mailing Machines, Inc.						
Originating Department:	Finance						
Presented by:	Nicole Lueck						
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.)

Adopt Resolution No. 2016-220; Approving 12Month Equipment Maintenance Agreement for Folder/Inserter with American Mailing Machines, Inc.

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

The City purchased the folder/inserter machine used for the monthly utility bills and shut off letters in late 2006. The machine is still in good working order, but does require some routine maintenance. Staff reviewed the City’s annual costs for this maintenance contract with our current maintenance provider Neopost along with Pitney Bowes and American Mailing Machines, Inc.

Neopost provides great service however their cost for the annual maintenance agreement is much higher than the cost provided by American Mailing Machines, Inc. Neopost is offering the maintenance agreement for \$1,456.25 per year. American Mailing Machines, Inc. is offering a similar maintenance agreement for \$1,095.00 per year based on the condition of our machine. Pitney Bowes was unable to provide a quote for our model, but instead suggested lease pricing on a new machine. Staff is not recommending a new machine at this time.

Staff recommends termination of our maintenance agreement with Neopost and approval of a new maintenance agreement with American Mailing Machines, Inc.

<p>FINANCIAL IMPLICATIONS: Funding Sources & Uses: Water & Sewer Utility Funds</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p>						
<p>Budget Information:</p> <table border="1"> <tr> <td><input checked="" type="checkbox"/></td> <td>Budgeted</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Non Budgeted</td> </tr> <tr> <td><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>Planning Commission Parks and Recreation Board Safari Island Advisory Board Other</p>
<input checked="" type="checkbox"/>	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-20**

**RESOLUTION APPROVING 12 MONTH EQUIPMENT MAINTENANCE
AGREEMENT FOR FOLDER/INSERTER WITH
AMERICAN MAILING MACHINES, INC.**

WHEREAS, the City's folder/inserter machine was purchased in 2006 and is still in good working order; and

WHEREAS, the machine does require annual maintenance to ensure its continued use each month for utility bills, newsletters, and shut off letters; and

WHEREAS, American Mailing Machines, Inc. is offering the lowest annual cost for maintenance to service this machine totaling \$1,095; and

WHEREAS, the City's current maintenance contract with Neopost will be terminated upon acceptance of the new contract; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Waconia hereby approves a 12 month maintenance agreement with American Mailing Machines, Inc. and authorizes the City Administrator to execute the maintenance contract.

Adopted by the City Council of Waconia, Minnesota this 4th day of January, 2016.

James P. Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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

AMERICAN MAILING MACHINES

A Division of Northland Business Systems

Equipment Maintenance Agreement

Company:	City of Waconia	Install Address:			
Address:	201 South Vine St.				
	Waconia, Mn. 55387				
Contact:	Angela Kloempken	Phone:	952-442-3107	Fax:	

Note: _____

Equipment Model #	Description	Serial Number	Billing Terms	Cost per Term
Hasler 3000	Folder/ Inserter			
			EMA Total:	\$1,095.00

Equipment Maintenance Agreement includes Parts, Labor, Training, Phone and on-site service (7 county metro area)(see page 2 :Terms of Agreement"). Equipment Maintenance Agreement does not include negligence or consumables(see page 2"Terms of Agreement"). The terms and conditions shown on both page 1 and page 2 of this agreement are complete and exclusive statement of our agreement to service. Commencement date of this agreement shall be the installation date of the equipment.

Special Provisions:	Maintenance cost based on annual inserts of up to 50,000 pieces.
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Customer

Customer's Printed Name:		Date:	
Customer's Signature:		Phone:	
Position:		PO Number:	

American Mailing Acceptance

Account Executive:	John Hoffman
Account Executive Signature:	
Date:	

American Mailing Machines, Inc.
12150 Nicollet Ave S
Burnsville, MN 55337

Terms of Agreement

Terms of Agreement

This agreement will become effective when Northland Business Systems, Inc. (Northland) receives payment for the Maintenance Agreement charges shown on the front of this agreement. The agreement will be in effect for the coverage period shown, and will automatically renew for a twelve (12) month term, unless different arrangements are agreed upon and noted on this agreement. You must notify us in writing at least sixty (60) days before the end of any term. Northland may cancel the automatic renewal terms by notifying you that we do not want the agreement to renew.

Payment and Servicing

You agree to make payments for the Maintenance Agreement according to the payment schedule shown on the front of the agreement. Northland agrees to provide parts, supplies and labor for the equipment shown on the agreement according to the terms and conditions of the agreement. If you do not pay your payments when due, you agree that Northland will have no obligation to service the equipment during the time when payments are not current. You also agree that if this Maintenance Agreement provides maintenance and parts for Northland leased equipment, and if the lease is in default, Northland will have no obligation to service the equipment, even though payment may be current on the Maintenance Agreement.

Late Charges

If any part of your payment is more than fifteen (15) days late, you agree to pay a late charge of 1.5% per month on any unpaid amounts.

Product Protection Pricing

At the specified anniversary date, pricing is subject to change, but increases will be limited to a maximum of 10% in any given year.

Extent of Servicing and Parts Replacements

This Product Protection Agreement includes lubrication and adjustments to the equipment, and repair of or replacement of parts, due to normal wear and use for the equipment shown on this agreement. This agreement will not apply to repairs made necessary by abuse, neglect, misuse, accident, electrical power failure or other casualty. Nor will this agreement apply when unauthorized parts, modifications, supplies or personnel affect changes to the equipment which cause more frequent service calls, service problems, or less than acceptable quality. For machines that use ink, the ink used must be OEM, any use of generic ink will void this agreement. This Product Protection Agreement excludes supplies unless otherwise stated on the face of this Agreement. This Agreement will not include those parts which are not necessary to the mechanical operation of the covered equipment, such as work tables and external covers. Although every effort is made to stock the necessary parts to maintain your equipment, any part that is out of stock will be ordered overnight if the equipment is in a down condition. This agreement does not guaranty immediate availability of parts for equipment that is more than five years old and/or obsolete.

Limits of Coverage for Networked Equipment

Malfunctions of the covered equipment which cause a loss of network functions, such as scanning and printing, will be corrected under the terms of this agreement. This agreement will not cover reconfiguring of print drivers, network or scan settings which become necessary due to changes in you network. Any service calls for this will be done at Northland's normal service rates.

Service and Preventative Maintenance Calls

Service calls will be performed during Northland's normal business hours, unless agreed upon in advance. Any service performed by Northland after business hours will be subject to afterhours rates. Preventative Maintenance may be performed in conjunction with regular emergency service calls.

Service Zones

Service will be limited to Northland's authorized geographical area of responsibility, which has been established as the seven county metropolitan area. The transfer of any equipment covered by this agreement to a more distant zone may exclude it from the terms and conditions of this agreement.

Protective Devices

Northland may, at its option, and at times, at its own expense, find it necessary to install protection devices, such as surge protectors for the equipment. If purchased by Northland, these protective devices will remain the property of Northland and must be returned promptly upon termination of this agreement. If not returned to Northland within fifteen (15) days, you agree to purchase any installed devices at fair market value.

Limits of Liability

Northland Business Systems' maximum liability under this Agreement shall be limited to the annual amount paid under this Agreement for the effected piece of covered equipment. This is a service contract, in no event shall Northland Business Systems be liable to you or any other person or entity for incidental, consequential, indirect or special damages of the nature, including without limitations loss of business profits arising from Northland Business Systems' performance or nonperformance of this agreement.

American Mailing Machines, Inc.
12150 Nicollet Ave S
Burnsville, MN 55337



REQUEST FOR CITY COUNCIL ACTION

Meeting Date: January 4, 2016

Item Name: Amendment to Joint Powers Agreement for Transportation Planning related to Waconia School District Projects

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

Approve Resolution 2016-21 , Accepting Amendment to Joint Powers Agreement for Transportation Planning related to Waconia School District Projects

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

Last year, the City Council approved the City’s participation in a Joint Powers Agreement with the School District and Carver County for the study of the roadway adjacent to the new High School. As part of the County’s review, they requested a reallocation of the costs of the program. Previously, it was approved as a 45/45/10 cost share. Carver County has approved a 34/66 cost share. As part of this, the City’s costs would remain the same as what was approved in 2015 (no higher than \$15,000 and would be paid out of our PIR funds). Staff recommends approval of this amendment.

<p><i>FINANCIAL IMPLICATIONS:</i> Funding Sources & Uses: PIR Cash</p>	<p><i>ADVISORY BOARD RECOMMENDATIONS:</i></p>
<p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ 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. 2016-21**

**APPROVING AMENDMENT TO JOINT POWERS AGREEMENT FOR A PLANNING STUDY
FOR COUNTY STATE AID HIGHWAY/COUNTY HIGHWAY 10/AIRPORT ROAD**

WHEREAS, the City Council approved participation in a Joint Powers Study with Carver County and ISD 110 related to a study of future road evaluate alignments of roads and impacts on current roads to develop a comprehensive transportation plan for the improved school campus in 2016/2017; and

WHEREAS, the parties have desired to reallocate the costs of the study between Carver County and the City; and

WHEREAS, the City will identify ISD 110's share as part of the development agreement for the remodeled high school project; and

WHEREAS, the authority of the parties to enter into this Agreement is provided by Minnesota Statutes, Section 471.59.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waconia authorizes the amendment to the Joint Powers Agreement, and authorize the City Administrator to execute said document in a form approved by the City Administrator and City Attorney.

Adopted by the City Council of the City of Waconia this 5th day of January, 2016.

Jim Sanborn, Mayor

ATTEST: _____
Susan MH Arntz, City Administrator

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



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016				
Item Name:	Acceptance of Historical Development Roadways & Utility Improvements As Specified				
Originating Department:	Public Services				
Presented by:	Craig Eldred, Public Services Director				
Previous Council Action (if any):	None				
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.)*

Resolution 2016-23; Acceptance of Historical Development Roadways & Utility Improvement As Specified

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

In calendar year 2015, it was discovered that several developments as far back as 2005 had not been fully accepted by the City, which includes roadway segments and buried utilities. Staff completed reviews of the developments as shown in the attachment and verified their inclusion into our current supported financial reporting documentation. A majority of the roadways and utilities have not been included into the financial reporting due to their non-acceptance.

There are several developments which are still active in construction, which we're not supportive of their acceptance at this time, specifically related to utility improvements, outstanding property exchanges, and Wetland Conservation Act clarification items. These developments are as follows; Pinehill, Waterford Fifth, and Provence Town Homes.

Attached is a table with the Development Name/Addition, Approved Date for Construction, Developer Name, Engineering Firm, Approval of Infrastructure, and comments regarding the development to date. Staff will work to complete the financial valuations of the infrastructure before mid-January of 2016 as desired by the Finance Department.

Staff recommends approval of the listed developments allowing staff to clear-up historical development improvements and account for their financial impact.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: Capital Improvement Financial Planning</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>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. 2016-23**

**RESOLUTION AUTHORIZING APPROVAL OF HISTORICAL DEVELOPMENT
ROADWAYS & UTILITY IMPROVEMENTS AS SPECIFIED**

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

WHEREAS, discovering outstanding Developments which improvements were not fully accepted provides for inaccurate financial reporting of the communities infrastructure; and

WHEREAS, closure of the attached Developments as specified will support Finance staff in reporting documentation; and

WHEREAS, the remaining Developments may be completed as items necessary for their acceptance are completed, with overall infrastructure valuations completed in one package.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of historical Development roadways & utility improvements as specified effective December 31, 2015.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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

Historical Development Acceptance

Development Name & Addition	Approved Date For Construction	Developer Name	Engineering Firm	Approval Yes/No	Comments
Waterford 2 nd Addition	June 5, 2006	Centex Homes	Westwood	Yes	Includes Ravencroft Rd, Sparrow Rd. to Tiffany Ln. and Lenox Drive
Waterford 3 rd Addition	November 20, 2009	Tax Land, LLC		Yes	Replat of Townhome Lots to Single Family
Legacy Village	September 28, 2006	Harford Group	Shoell Madson	Yes	Some commercial property undeveloped at present time
Interlake Village	July 7, 2007	Avalon Group, LLC	Westwood	Yes	Some commercial property undeveloped at present time
Oak Pointe	May 3, 2004	Hartman Comm.	Westwood	Yes	
Oak Pointe 2 nd	April 18, 2005	Hartman Comm.	Westwood	Yes	
Cherry Street	October 2, 2006	Klingeletz Const.	Plowe	Yes	Some commercial property undeveloped at present time
Windmill Creek 4 th	May 17, 2004	Trumpy Land Development	Otto Associates	Yes	
Windmill Creek 5 th	May 16, 2005	Trumpy Land Development	Otto Associates	Yes	
Windmill Creek 6 th	June 19, 2006	Trumpy Land Development	Otto Associates	Yes	
Waterford	August 1, 2006	Plowshares Development	Westwood	Yes	



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016								
Item Name:	Authorize Purchase of One Toro Zero-Turn 7210 Mower with Attachments and Appurtenant Safety Equipment; CIP Project 394								
Originating Department:	Public Services								
Presented by:	Craig Eldred, Public Services								
Previous Council Action (if any):	None								
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;"><input checked="" type="checkbox"/></td> <td style="width: 25%;">Regular Session</td> <td style="width: 25%;"></td> </tr> <tr> <td></td> <td></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent	<input checked="" type="checkbox"/>	Regular Session				Discussion Session	
Consent	<input checked="" type="checkbox"/>	Regular Session							
		Discussion Session							

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

Adopt Resolution 2016-24; Authorize Purchase of One Toro Zero-Turn 7210 Mower with Attachments and Appurtenant Safety Equipment; CIP Project 394

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

As a result of the Trunk Highway 5 improvements, staff will have increased mowing service areas, and additional Park land in Interlaken 7th, Interlaken Woods, and Crosswinds Development. In addition to these areas, the reconstructed downtown and Laketown Elementary bring forth more sidewalk and trail demands to accommodate multi-modal transportation.

Staff researched equipment functions which allow for multi- purpose seasonal use. Toro is the lone supplier of this multi-purpose piece of equipment which converts a zero-turn unit into a track winter maintenance tool. The attachments for this piece of equipment include a power v-blade, broom, and snow blower aside from the 72” mowing deck. The cost of this unit is \$58,521.51, with attachments. The safety equipment purchase would include a portable hand-held 800 Mega-Hertz radio at a cost of \$2,020 from Paul’s Two-Way Radio our municipal radio supplier. The total project cost will be \$60,541.51 of the \$61,000.00 provided as CIP Project 394

Staff recommends approval of this request for action allowing staff to obtain this functional piece of equipment for winter maintenance use, and early season mowing preparations.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: CIP Project 394, Capital Equipment</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>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. 2016-24**

**RESOLUTION AUTHORIZING APPROVAL OF PURCHASE OF ONE TORO ZERO-TURN
7210 MOWER WITH ATTACHMENTS AND APPURTENANT SAFETY EQUIPMENT; CIP
PROJECT 394**

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

WHEREAS, expansion of the service areas throughout the community warrant the acquisition of this type of multi-season piece of equipment; and

WHEREAS, Toro is the lone supplier of this equipment type allowing staff to utilize the unit for meeting varied season service level requirements; and

WHEREAS, the Toro unit cost of \$58,541.51 with attachments, and staffs acquisition of one portable hand-held radio for safety and communication uses at a cost of \$2,020 from Paul’s Two-Way Radio.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of one Toro zero-turn 7210 mower with attachments and appurtenant safety equipment; CIP Project 394.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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



**MTI Distributing
Equipment Proposal
December 15, 2015**



City of Waconia National IPA Member #21433

**Craig Eldred
City of Waconia
201 S. Vine Street
Waconia, MN 55387**

Expiration Date 1/14/2016

NATIONAL IPA PRICING

Qty	Model Number	Description	Price	Price Extension
1	30695	GM7210	\$22,299.51	\$22,299.51
1	30353	72 in Base Deck	\$2,588.42	\$2,588.42
1	30304	72" Guardian Recycler Completion Kit	\$317.49	\$317.49
1	30374	Road Light Kit	\$642.02	\$642.02
1	30382	12V Power Port/Electrical Accessory Kit	\$121.99	\$121.99
1	30675	GM7200 Polar Trac Kit for Toro Cab	\$7,223.33	\$7,223.33
1	30474	Cab - Polar Trac	\$8,369.75	\$8,369.75
1	APV-00011	50"MB Power V-Plow for GM7210	\$4,788.00	\$4,788.00
1	AMA-00250	5' MB Broom for GM7210	\$5,871.00	\$5,871.00
1	900455A	Erskine Snowblower for GM7210	\$6,300.00	\$6,300.00
TOTALS				
Equipment Total				\$58,521.51
Toro Protection Plus				\$0.00
Trade Ins				\$0.00
Estimated Sales/Use Tax				\$0.00
Total				\$58,521.51

Quote is valid for 30 days
 New Toro commercial equipment comes with a two-year manufacturer warranty
 Equipment delivery at no additional charge

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Larry Gorman, SCPS
Outside Sales Representative
 612-877-0830

Karen Wangenstein
Inside Sales Representative
 763-592-5643

MTI Distributing, Inc. • 4830 Azelia Avenue N. #100 • Brooklyn Center, MN 55429



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2106
Item Name:	Authorize Approval of Quick Claim Deed With Carver County for Old County Highway Ten Corridor Transfer & Authorize Final Determination Factors of Agreement With City Administrator and City Attorney Findings
Originating Department:	Public Services
Presented by:	Craig Eldred, Public Services Director
Previous Council Action (if any):	None

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

Adopt Resolution 2016-25; Authorize Approval of Quick Claim Deed With Carver County for Old County Highway Ten Corridor Transfer & Authorize Final Determination Factors of Agreement With City Administrator and City Attorney Findings

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

As City Council members are aware the City and County continue to work on clean-up of old road right of way and unused property located inside of the community’s corporate boundaries. This item is another step to eliminate unused roadway islands within the community held by Carver County.

Old County Highway No. 10 road bed became unused in the County Road 10 realignment as part of the Interlaken Development, allowing a process of transfer in the form of a Quick Claim Deed due to the non-roadway significance. Just recently one of the adjacent homeowner’s did annex into the City, and Public Services do maintain the roadway for winter maintenance. No other seasonal maintenance has occurred within this old road right of way to date.

Acquisition of this old road right of way would assist in enhancing future development or redevelopment of the adjacent parcels as deemed necessary. Minimal maintenance is required since a greater portion of the roadway is gravel, and it would be staff’s recommendation that no major improvements or maintenance be applied to this area.

We’re requesting approval of this consideration, and allow the City Administrator and City Attorney to have some latitude on minor items with Carver County on this Quick Claim Deed process on behalf of the City.

<p><i>FINANCIAL IMPLICATIONS:</i></p> <p>Funding Sources & Uses: Street Budget; General Fund</p> <p>Budget Information:</p> <table style="width: 100%;"> <tr> <td style="width: 10%; text-align: center;"><input checked="" type="checkbox"/> X</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"/> X	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"/> X	Budgeted						
<input type="checkbox"/>	Non Budgeted						
<input type="checkbox"/>	Amendment Required						

**CITY OF WACONIA
RESOLUTION NO. 2016-25**

RESOLUTION AUTHORIZING APPROVAL OF QUICK CLAIM DEED WITH CARVER COUNTY FOR OLD HIGHWAY TEN CORRIDOR TRANSFER & AUTHORIZE FINAL DETERMINATION FACTORS OF AGREEMENT WITH CITY ADMINISTRATOR AND CITY ATTORNEY FINDINGS

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

WHEREAS, the proposed roadway is currently maintained by city staff for winter maintenance with no efforts to date on construction season maintenance; and

WHEREAS, elimination of islands held by Local Government Units within the Waconia corporate limits is a goal and allows improved processes as developed; and

WHEREAS, Carver County and the City mutually agree upon acceptance of the Quick Claim Deed process for transfer of the Old County Highway Ten Corridor.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of quick claim deed with Carver County for old highway ten corridor transfer & authorize final determination factors of agreement with City Administrator and City Attorney findings.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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

EXHIBIT A
County of Carver Conveyance to City of Waconia

Commencing at the southeast corner of Section 24, Township 116, Range 25; thence north along the east line of said Section 24, a distance of 733.5 feet to the point of beginning for a parcel of land to be described herein; thence deflecting left 35 degrees 34 minutes and running northwesterly a distance of 718.07 feet to a point on the north line of the Southeast Quarter of the Southeast Quarter of said Section 24; thence deflecting right 125 degrees 08 minutes and running east along the north line of said Southeast Quarter of the Southeast Quarter, a distance of 80.7 feet to a point; thence deflecting right 54 degrees 52 minutes and running southeasterly a distance of 579.3 feet to a point on the east line of said Section 24; thence deflecting right 35 degrees 34 minutes and running south along the east line of said Section 24, a distance of 113.47 feet to the place of beginning. Subject to all easements of record.

and also

Commencing at the southeast corner of Section 24, Township 116, Range 25; thence north along the east line of said Section 24, a distance of 1254.4 feet to the point of beginning for a parcel of land to be described herein; thence deflecting left 120 degrees 03 minutes and running southwestly a distance of 238.47 feet to a point; thence deflecting right 84 degrees 29 minutes and running northwesterly a distance of 33.12 feet to a point; thence deflecting right 95 degrees 31 minutes and running northeasterly a distance of 260.74 feet to a point on the east line of said Section 24; thence deflecting right 120 degrees 03 minutes along the east line of said Section 24, a distance of 38.12 feet to the place of beginning. Subject to all easements of record.

Except that part of above described parcels lying within Parcel 8, CARVER COUNTY RIGHT OF WAY PLAT NO. 10, according to the plat of record, Carver County, Minnesota.



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016				
Item Name:	Lodging Tax Funds Request – Waconia CVB				
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 Request for Lodging Tax Reimbursement from the Waconia CVB for Expenditures Incurred in December 2015

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

The Waconia Chamber Convention & Visitors Bureau (CVB) has requested a lodging tax reimbursement for expenditures accrued in December 2015. Staff reviewed the request for reimbursement and supporting invoices as approved by the CVB. Lodging tax funds are currently available for payment of these expenditures.

Staff recommends approval of the request in the amount of \$8,200.

<p><i>FINANCIAL IMPLICATIONS:</i> Funding Sources & Uses: Lodging Tax Fund</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>



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016						
Item Name:	Contractor Pay Request #3 – Clearwater Shores Project						
Originating Department:	Finance						
Presented by:	Nicole Lueck, Finance Director						
Previous Council Action (if any):							
Item Type (X only one):	<table border="1"> <tr> <td>Consent</td> <td>X</td> <td>Regular Session</td> <td></td> <td>Discussion Session</td> <td></td> </tr> </table>	Consent	X	Regular Session		Discussion Session	
Consent	X	Regular Session		Discussion Session			

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

Motion to approve Pay Estimate No. 3 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 \$107,354.79 based on the attached request for payment. This payment represents approximately 45% of the total approved contract for the project.

<i>FINANCIAL IMPLICATIONS:</i>	<i>ADVISORY BOARD RECOMMENDATIONS:</i>					
Funding Sources & Uses: Clearwater Shores HIA Capital Project Fund (420)						
Budget Information:						
<table border="1"> <tr> <td>X</td> <td>Budgeted</td> </tr> <tr> <td></td> <td>Non Budgeted</td> </tr> <tr> <td></td> <td>Amendment Required</td> </tr> </table>		X	Budgeted		Non Budgeted	
X	Budgeted					
	Non Budgeted					
	Amendment Required					
	Planning Commission Parks and Recreation Board Safari Island Advisory Board Other					

Clearwater Shores Pay App 3

Clearwater Shores, City of Waconia

Line Item	Unit	Estimated			Quantity to Date	Total Complete			
		Quantity	Unit Price	Total Bid		12/18/2015			
Mobilization	LS	1	\$60,000.50	\$ 60,000.50	0.33	\$	19,800.17		
Demo Garages	LS	1	\$22,600.00	\$ 22,600.00	1	\$	22,600.00		
Remove Retaining Wall	SF	1500	\$7.60	\$ 11,400.00		\$	-		
Remove Bituminous Pavement	SY	925	\$4.50	\$ 4,162.50	925	\$	4,162.50		
Remove Concrete Apron	SF	65	\$8.00	\$ 520.00	110	\$	880.00		
Remove Concrete Sidewalk	SF	200	\$4.00	\$ 800.00		\$	-		
Remove Concrete Curb & Gutter	LF	50	\$16.00	\$ 800.00	65	\$	1,040.00		
Common Excavation	CY	1200	\$23.00	\$ 27,600.00	495	\$	11,385.00		
Reinforced Soil Slope Fill Borrow	LS	1	\$159,000.00	\$ 159,000.00		\$	-		
2" PE Water Service Pipe	LF	220	\$90.30	\$ 19,866.00	222	\$	20,046.60	Jedlicki	222
Curb Stop	EA	1	\$940.00	\$ 940.00	1	\$	940.00	Jedlicki	1
Connect to Existing Watermain	EA	1	\$4,450.00	\$ 4,450.00	2	\$	8,900.00	Jedlicki	2
Construct Storm Manhole Design 4020	EA	2	\$7,630.00	\$ 15,260.00	2	\$	15,260.00	Jedlicki	2
Construct Catch Basin Design R-1	EA	2	\$4,300.00	\$ 8,600.00	2	\$	8,600.00	Jedlicki	2
12" RCP Storm Sewer CL V	LF	230	\$103.00	\$ 23,690.00	230	\$	23,690.00	Jedlicki	230
Connect to Existing Storm Sewer	EA	1	\$3,020.00	\$ 3,020.00	1	\$	3,020.00	Jedlicki	
Casting Assembly R-1642	EA	2	\$550.00	\$ 1,100.00	2	\$	1,100.00		
Casting Assembly R-3068-C	EA	2	\$825.00	\$ 1,650.00	2	\$	1,650.00		
Retaining Wall (Small Block)	SF	2500	\$24.55	\$ 61,375.00		\$	-		
Construct Garage (Material Provided)	LS	1	\$68,000.00	\$ 68,000.00		\$	-		
Concrete Curb & Gutter B618	LF	50	\$70.00	\$ 3,500.00	73	\$	5,110.00	Stapf	73
6" Concrete Driveway Apron	SF	65	\$27.00	\$ 1,755.00	120	\$	3,240.00	Stapf	120
6" Concrete Garage Pad	SF	1600	\$12.00	\$ 19,200.00		\$	-		
Bituminous Patch	SY	925	\$40.00	\$ 37,000.00	330	\$	13,200.00	Bituminous	180
Storm Drain Inlet Protection	EA	4	\$250.00	\$ 1,000.00		\$	-		
Topsoil Borrow 8" (LV)	CY	400	\$50.00	\$ 20,000.00		\$	-		
Armorax Erosion Control System	SY	400	\$75.25	\$ 30,100.00		\$	-		
Sediment Control Logs (Straw Wattles)	LF	400	\$5.00	\$ 2,000.00		\$	-		
Hydraulic Matrix Type Hydraulic Mulch w/ Seed									
Mix 25-152	SY	600	\$6.00	\$ 3,600.00		\$	-		
Plantings Allowance	ALL	1	\$1,000.00	\$ 1,000.00		\$	-		
CO Drain Tile & French Drain				\$ -		\$	8,400.00	Jedlicki	
CO Sanitary Sewer Modifications				\$ -		\$	12,900.00	Jedlicki	
Helical Tiebacks		188	\$1,127.00		75	\$	84,525.00	Atlas	
Revised Engineering					1	\$	4,000.00		
				\$ -					
App 1 \$115,445.13				\$ 613,989.00		\$	274,449.27		
App 2 \$45,999.10				Total Bid		Total Complete			
App 3 \$113,005.04									
5% retainage withheld - App 3 \$107,354.78									



PUBLIC SERVICES DEPARTMENT MEMO

To: Susan Arntz, City Administrator
From: Craig Eldred, Public Services Director
Date: December 30, 2015
RE: Clearwater Shore Pay Request Three
CC: Nicole Lueck, Finance Director; Jake Saulsbury, Bolton & Menk

Attached you will find Pay Request No. three regarding a partial payment of work completed to date on the Clearwater Shores Retaining Wall Project.

Work related to the contracted amount includes the following; Partial Mobilization, Common Excavation, Concrete Curb & Gutter, Concrete Driveway Apron, and Bituminous Patch in the amount of \$24,480.04

Work related to the Helical Tieback, work in addition to the contracted amount includes the following; Helical Tie-backs 75 of 188 and Revised Engineering in the amount of \$88,525.00

The combined total value of work	\$113,005.04
Less the 5% retainage of	<u>-\$5,650.25</u>
Total Payment value of	\$107,354.79



City of Waconia

Pay Request: No. Three
Clearwater Shores Retaining Wall Project
Contractor: Sunram Construction

Date of Application: December 21, 2015

Original Contract Amount	\$613,989.00
Total Work Completed to Date (Contracted Amount)	\$24,480.04
Total Work Completed to Date (Helical Tieback; Addition)	\$88,525.00
Total Work Completed to Date	\$113,005.04
Less 5% Retainage	\$5,650.25
Amount Payable This Estimate	\$107,354.79

Payment Requested By
Sunram Construction

Approved and Recommended
for Payment

By: *Evan M. Sunram*

By: *[Signature]*

Date: 12/29/15

Date: 12/30/15

City Hall
201 South Vine Street
Waconia, MN 55387
952-442-2184

Public Services
310 10th Street East
Waconia, MN 55387
952-442-2615

Fire Station
26 Maple Street South
Waconia, MN 55387
952-442-2316

Safari Island Community Center
1600 Community Drive
Waconia, MN 55387
952-442-0695

Ice Arena
1250 Oak Avenue
Waconia, MN 55387
952-442-RINK (7465)



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	January 4, 2016
Item Name:	Authorization of Contract Award to Odland Protective Coatings, Inc. for Water Tower #2 Interior Dry and Exterior Reconditioning; CIP Project 311
Originating Department:	Public Services
Presented by:	Craig Eldred, Public Services Director
Previous Council Action:	October 5, 2015; Authorize Plans & Specifications November 23, 2015; Approve Plans & Specifications & Authorize Advertisement for Bid
Item Type (X only one):	<input type="checkbox"/> Consent <input type="checkbox"/> Regular Session <input checked="" type="checkbox"/> Discussion Session

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

Adopt Resolution 2016-22; Authorizing Contract Award to Odland Protective Coatings, Inc. for Water Tower #2 Interior Dry and Exterior Reconditioning Project; CIP Project 311

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

On December 21, 2015, the City received three bids for the Water Tower #2 Reconditioning Project. They are as follows:

Tower #2 Interior Dry and Exterior Reconditioning Bids

Contractor	Bid Item 1 Structural Modifications Lump Sum	Bid Item 2 Surface Repairs 20 Hours	Bid Item 3 Internal Abrasive Blast and Coat Lump Sum	Bid Item 4 Exterior Abrasive Blast and Coat Lump Sum	Bid Item 5 Mobilization In/Out Clean up Lump Sum	Total Bid
Odland Protective Coatings	\$28,000	\$3,000	\$90,000	\$180,000	\$31,000	\$332,000
Classic Protective Coatings	\$39,500	\$2,500	\$84,950	\$231,300	\$10,000	\$368,250
TMI Coatings	\$40,000	\$2,500	\$80,000	\$241,400	\$20,000	\$383,400

Attached is a letter dated December 21, 2015 from KLM Engineering with their recommendation of award to Odland Protective Coatings, Inc., who provided the lowest overall project bid.

The project is expected to exceed the Capital Improvement Budget of \$350,000 by \$26,920, with an estimated total final project amount of \$376,920. This amount covers project costs and engineering design, inspection, and construction management. Outside costs of engineering related to removal, replacement, and inspection of the cellular structures will be passed-through to the cellular carriers. Quotes for said services have been prepared for this approval process. Cellular carriers have been notified of the impending project and are expected to meet our schedule set for late May to early July.

As part of the project several evergreen trees will be removed to allow the containment system installation for the exterior reconditioning work. Staff will provide replacement landscaping. New plantings will be placed to prevent future concerns.

Staff recommends approval of this request for action allowing the contract work to be awarded to Odland Protective Coatings, Inc. We also feel the contract pricing structure is reflective of the market for a project of this magnitude.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses: Water Fund, Cash

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. 2016-22**

**RESOLUTION AUTHORIZING APPROVAL OF CONTRACT AWARD TO ODLAND
PROTECTIVE COATINGS, INC. FOR WATER TOWER #2 INTERIOR DRY AND EXTERIOR
RECONDITIONING PROJECT; CIP PROJECT 311**

WHEREAS, one of the City’s Key Outcomes is to “Assure and Secure Safe Drinking Water”; and

WHEREAS, bids were received and opened on December 21, 2015; and

WHEREAS, Odland Protective Coatings, Inc. provided the lowest overall project bid in the amount of \$332,000.00; and

WHEREAS, Capital Funds cost for said project will exceed the provided project fund balance of \$350,000.00; and

WHEREAS, relative projects of similar scope are experiencing similar escalated pricing extending this project to a fund balance cost of \$376,920.00, covering all project related expenses including Engineering design, inspection, and construction management.

NOW, THEREFORE, BE IT RESOLVED That the City Council of the City of Waconia hereby authorizes approval of a contract award to Odland Protective Coatings, Inc. for the Water Tower #2 Interior Dry and Exterior Reconditioning Project; CIP Project 311.

Adopted by the City Council of the City of Waconia this 4th day of January, 2016.

James P. Sanborn, Mayor

Attest: _____
Susan MH Arntz, City Administrator

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



December 21, 2015

Mr. Craig Eldred
Public Service Director
310 10th Street East
Waconia, MN 55387

By Email

RE: Bid Evaluation for the Reconditioning of the Cleaning, Repairing, and Painting of the 250,000 Gallon Single Pedestal Tower (Tower No. 2) in the City of Waconia, Minnesota. KLM Project MN2501.

Dear Mr. Eldred;

The bid opening was held on Monday December 21, 2015 at 10:00 AM at the City of Waconia, MN City Halls Conference Room. The bids received were as follows:

Schedule 1.0 Cleaning Repairing & Painting 250,000 Gallon Tower No. 2	
Bidders	Total Base Bid
<u>Odland Protective Coatings</u>	<u>\$332,000.00</u>
<u>Classic Protective Coatings</u>	<u>\$368,250.00</u>
<u>TMI Coatings</u>	<u>\$383,400.00</u>

In reviewing the qualifications of the bidders, we find the low bidder, Odland Protective Coatings, Inc. (OPC), meets the requirements of the specifications and is qualified to do the work outlined in the specification.

We recommend you accept the lowest qualified bidder, Odland Protective Coatings Inc. for their bid amount of \$332,000.00.

Enclosed for your reference is the bid tabulation sheet. Please feel free to contact me with any questions you may have.

Sincerely,

KLM Engineering Inc.

Scott J Kriese
Project Supervisor

Encl: Bid Tabulation Sheets
CC: Office / Field Files MN2501

P:SAMBA/2016/Projects/MN2501