

CITY OF MAYER
REGULAR CITY COUNCIL MEETING
AGENDA
Monday
May 11, 2015
6:30 PM

CALL MEETING TO ORDER AT 6:30 P.M.

1. Pledge of Allegiance
2. Approval of Agenda
3. Public Comment
Presentation of Certificate of Appreciation to Janet Vierling
4. Consent Agenda
 - 4.1. Approval of the minutes for the April 27, 2015 Regular Council Meeting
 - 4.2. Approval of the minutes for the April 27 Work Session Meeting
 - 4.3. Approval of the minutes for the January 27, 2015 EDA Meeting
 - 4.4. Approval of the minutes for the February 2, 2015 Mayer Community for a Lifetime Commission
 - 4.5. Approval of Claims for the month of May
Includes Pay Request #1 for the water tower in the amount of \$5,500
Includes Pay Request #1 for the Roundabout in the amount of \$36,297.03
 - 4.6. Approval of the Check Summary for the month of April
 - 4.7. Approval of request to close 2nd Street for Vacation Bible School June 15-19, 2015
 - 4.8. Approval of the Building Permit Report for the month ending April 2015
 - 4.9. Approval of the Fire Department Report for the month ending April 2015
 - 4.10. Approval of the Sheriff's Department Report for the month ending April 2015
 - 4.11. Approval of Resolution 5-11-2015-19 appointment of Ryan Van Derwater as a Mayer Fire Fighter
5. City Administrator
 - 5.1 Approval of Bond Pre Sale Resolution 5-11-2015-17
Approval of Resolution 5-11-2015-18 Determining the Necessity To Issue Not to Exceed
 - 5.2 Authorization of the Mayors signature on the SunShare letter of intent
 - 5.3 Approval of Contractor for Construction of Sand Volleyball Courts
 - 5.4 Approval of Resolution 5-11-2015-20 Appointment of Administrative Intern
 - 5.5 Approving the Scope of work from Brunton Architects Proposal for a Fire Station and authorization to apply for grants for the Scope of Work
 - 5.6 Approval of the 2015 Recycling Coupon Program
 - 5.7 Approval of Carver County Sheriff's Department Traffic Plan- Spring 2015
Approval of purchase of speed sign and additional patrol
 - 5.8 Approval to Waive the Building permit fees for 255 Ash Avenue N
 - 5.9 Approval of Advertising for the Mayer Car and Cycle Show
 - 5.10 Acceptance of Janet Vierling's resignation on the Mayer Community For A Lifetime Commission
 - 5.11 Approval of construction of railings at the Community Center
 - 5.12 Approval of Pothole Repair Policy
 - 5.13 Approval of Sanitary Sewer Policy
6. Other Business
7. Council Reports
8. Adjournment

Other Meetings

Park Board Meeting 6:30 PM Tuesday, May 12, 2015

City Offices Closed Monday, May 25, 2015 in Observance of Memorial Day

Regular Council Meeting 6:30 PM TUESDAY, May 26, 2015 Work Session Immediately Following Regular Council Meeting May 26, 2015

Planning Commission Meeting 6:30 PM Tuesday, June 2, 2015 (if needed)

Mayer Moxie IV Meetings Thursdays March 5th - May 28th

This certificate is awarded to

Janet Vierling

*For your dedicated service to the City of Mayer
and the
Mayer Community For a Lifetime Commission
since 2013.*

*Thank you
On behalf of the Mayer City Council*

Dated this 11th Day of May, 2015

Gerald W. Thomas, Mayor

MAYER CITY COUNCIL MEETING MINUTES – April 27, 2015

Call Regular meeting to order at 6:30 p.m. by Mayor Thomas.

PRESENT: Mayor Thomas, Council Members Osborn, McNeilly, Boder and Stieve-McPadden
ABSENT:

STAFF: City Administrator Ruch-Hammond, Public Works Kuntz and Clerk Maetzold

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Tim Lynch, Andy Schultz, Linda Beckman, Todd Hagen, Paul, Bunn and Matthew Bowers.

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

A MOTION was made by Council Member Stieve-McPadden with a second by Council Member Boder to approve the agenda as presented. Motion Carried 5/0

PUBLIC COMMENT

County Commissioner Tim Lynch appeared before the Council to report and update on County road construction projects in our end of the County and how they will affect the City of Mayer.

APPROVE CONSENT AGENDA

A MOTION was made by Council Member McNeilly with a second by Council Member Osborn to approve the Consent Agenda as corrected. Motion Carried 5/0.

1. Approve the Minutes of the April 13, 2015 Regular Council Meeting.
2. Approve the Minutes of the March 10, 2015 Park Board Meeting.
3. Approve the Additional Claims for the Month of April 2015.

STAFF REPORTS

1. **Public Works** – The Council reviewed a report from Kyle Kuntz of Public Works activities from March 19 – April 23, 2015.
2. **City Engineer** – The Council reviewed David Martini's summary of the projects Bolton & Menk have been working on during the billing period February 14 – March 13, 2015.
3. **Sheriff's Department** – No Report
4. **City Administration** – The Council reviewed a report from March 23 – April 24, 2015 outlining activities by the City Administrator. The Council also reviewed the first quarter water and sewer financial reports. Administrator Ruch-Hammond updated the Council on the Wetland Project. Traffic options for the upcoming road closures and detours were discussed.

CITY ADMINISTRATOR

1. **Ehlers Inc. Bond Pro-Sale, Approve Resolution 04-27-2015-16 Providing for the Sale of \$620,000 GO Bonds, Series 2015-A** – Todd Hagen of Ehlers Inc has prepared a Pre-Sale Report for the City of Mayer which identifies projects in need of funding and used this information to prepare the necessary documents to sell bonds. Based on that review, it is recommended that the City sell \$620,000 of General Obligation Bonds; \$430,000 for the roundabout project and \$190,000 for the

water tower rehabilitation project. A MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden to approve Resolution 04-27-2015-16 Providing for the Sale of \$620,000 GO Bonds, Series 2015A – Motion Carried 5/0 Rates are still low and it a good time to borrow. Hagen will return May 26th with the 10 year bond bids.

2. **Approval to Give Broadband LLC Notice** – A MOTION was made by Council Member Boder and seconded by Council Member Osborn authorizing the City Administrator to give Broadband LLC notice to remove all equipment from the Mayer water tower by Thursday, May 28, 2015 Motion Carried 5/0
3. **Approval of RFP and Advertisement for Refuse Removal Services** – A MOTION was made by Council Member Osborn and seconded by Council Member McNeilly authorizing the advertising of the RFP for Refuse Removal Services. Motion Carried 5/0
4. **Approval of Construction of Sand Volleyball Courts** – The Park Board is recommending that the City Council authorize Shawn Dalchow Excavating to construct sand volleyball courts for the City. They reviewed the quote. It was recommended that the City obtain a couple more quotes before moving forward with this project. The matter was tabled to obtain additional quotes.
5. **Approval of Additional Compensation to Mayer Moxie Facilitator** – The Mayer Park Board has had a request for additional compensation for the facilitator of the Mayer Moxie IV, Jill Hahn. They originally agreed upon paying her a fee of \$1,200 based on past years' participants. Since the program is such a great success with 55 participants, it has required Jill Hahn additional work beyond what she originally anticipated. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly authorizing an additional \$600 to be paid to Jill Hahn, facilitator of Mayer Moxie IV. Motion Carried 5/0
6. **Approval of Purchase of Mixer for the Water Tower** – Staff is proposing the purchase and installation of an Electric Mixer for the water tower. Adding a mixing system to the tower would allow the quality of the City's water to remain at its highest when water demands fluctuate and the temperature changes. Currently, the interior coating of the City's tower has been damaged due to ice. The mixer will improve the lifespan of the tower's new coating, which will prevent costly repairs in the future. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn approving the purchase of a SolarBee GS-12-120v Electric Mixer for the City's water tower at a total cost of \$18,220. Motion Carried 5/0
7. **Approval of Waiving Late Fees for Resident Entering into Payment Arrangement for Unpaid Utility Bill** – The resident at 2450 Deerwoods Court has had an extremely high water bill and Staff has counseled them on how to check for water leaks, which were eventually found. This resident has also had major medical issues and finances have been rather short. They would be able to catch up the utility bill much faster if the late fees were waived which amount to \$646.65. A MOTION was made by Council Member McNeilly and seconded by Council Member Boder approving the waiving of late fees for 2450 Deerwoods Court in the amount of \$646.65 after they pay the balance of their utility bill within three months and the current monthly bill is paid when due. Motion Carried 5/0
8. **Deaf Child Sign 1319 Evergreen Place** – The City of Mayer implemented a Deaf Child Area sign policy on September 27, 2012 for the residents at 1319 Evergreen Place. The policy states the sign

comes down when the impaired child moves from the immediate area. The family is moving on May 6, 2015. However, they informed staff that the new family moving in has a need for the sign. The Council discussed the policy and how it affects the new family requesting the sign to remain. The original fee associated with the policy was for the sign only. A MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden to allow the sign to stay with the completion of an application by the new residents with no additional fee. Motion Carried 5/0

9. **Router Discussion and WIFI Services for the Community Center** – The Council reviewed three quotes for WIFI and a secure router at the Community Center and offices. After some discussion, a MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden approving the quote of \$1,229.73 from Techstar IT Solutions to complete the requested installations. Motion Carried 5/0
10. **Review and Approval of the Post Issuance Debt Compliance Policy** – A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Boder approving the Post Issuance Debt Compliance Policy as reviewed. Motion Carried 5/0
11. **Review and Approval of the Public Works on Call Policy** - The Public Works on Call Policy was tabled to the next meeting to investigate the possible addition of reasonable response times.
12. **Review and Approval of the Playground Inspection Policy** - A MOTION was made by Council Member Osborn and seconded by Council Member McNeilly approving the Playground Inspection Policy as reviewed. Motion Carried 5/0

COUNCIL REPORTS

- Council Member Stieve-McPadden reported on the last Park Board meeting.
- Mayor Thomas brought discussion forward about partnering with Mayer Lutheran High School on a community garden. Administrator Ruch-Hammond will follow up with area cities on how they manage community gardens. Discussion also included bringing water for MLHS soccer field irrigation.

ADJOURN

There being no further business, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn to adjourn the meeting at 8:05 p.m. Motion Carried 5/0

Gerald W. Thomas, Mayor

Attest: _____
Lois A. Maetzold, City Clerk

MAYER CITY COUNCIL WORK SESSION MINUTES – APRIL 27, 2015

Call Work Session to order at 8:05 p.m. by Mayor Gerry Thomas

PRESENT: Mayor Thomas, Council Members Osborn, McNeilly, Boder and Stieve-McPadden

ABSENT:

STAFF: City Administrator Ruch-Hammond, Public Works Kuntz and Clerk Maetzold

ALSO PRESENT: Don Wachholz, Ivan Raconteur and Matthew Bowers of SunShare.

1. SunShare Community Solar:

Matthew Bowers of SunShare appeared before the Council to present a solar energy proposal to the City of Mayer for a subscription to SunShare's Community Solar Gardens project. After some questions and answers, the matter was tabled to the next meeting's agenda.

2. Discussion on Purchase of Snow Plow Truck:

MnDOT has informed the City that they have two 1999 International trucks with a tandem plow and under body sander for sale. The Council reviewed the specifications. Public Works Kuntz reported that he is not in favor of these trucks, but would like the City to start budgeting for a snow plow truck for the future.

3. Discussion of Recycling Coupons or Event:

For the past several years, the City of Mayer has offered its residents a \$10 recycling coupon for appliances, computers etc. The Council reviewed past years' usage. The coupons will be added to the next Council meeting agenda along with a possible electronics collection date.

4. Communication with Residents:

Council Member McNeilly would like the City to do a better job with communication with our residents and suggests a use of several Medias to appeal to different age groups. The Council will ask Administrator Ruch-Hammond to investigate fees associated with the government use of Facebook. Information on email "subscriptions" will also be investigated.

MEETING ADJOURNED

There being no further business, the work session was adjourned at 8:45 p.m.

Gerald W. Thomas, Mayor

Attest: _____

Lois A. Maetzold, City Clerk

**CITY OF MAYER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
Minutes
January 27, 2015**

Members Present: Tim Duckworth, Scott Wakefield, Tice Stieve-McPadden, and Thomas Stifter.

Members Absent: Erick Boder

Staff Present: Luayn Ruch-Hammond, City Administrator

Others Present: Bruce Osborn

The meeting was called to order by President Duckworth at 7:05 PM.

Approval of Agenda

On a motion by Commissioner Wakefield and seconded by President Duckworth to approve the agenda and to appoint Bruce Osborn to serve in Erick Boder's absence. Motion carried 4/0.

Approval of the Minutes

On a motion by Commissioner Wakefield and seconded by Commissioner Stifter to approve the minutes of the September 16, 2014 meeting. Motion carried 5/0.

Election of Officers

The current terms of the Commission and the list of officers for 2014 were presented to the Commission.

Name	Term
Tim Duckworth	01/01/2011-12/31/2015
Erick Boder	01/01/2015-12/31/2015
Etienne Stieve-McPadden	01/01/2015-12/31/2015
Tom Stifter	1/1/2015-12/31/2017
Scott Wakefield	1/1/2014-1/31/2016

2014 EDA OFFICERS

President	Tim Duckworth
Vice President	Tom Stifter
Secretary-Treasurer	Luayn Murphy
Assistant Treasurer	Lois Maetzold

On a motion by Commissioner Wakefield and seconded by Commission Osborn to cast a unanimous ballot for the 2014 officers to be the 2015 officers of the EDA. Motion carried 5/0.

EDA Year in Review

Staff presented the following 2014 year in review to the EDA. Staff explained that this was a part of a larger document that was presented to the City Council on January 26, 2015.

EDA

The EDA held five meetings last year. Much of the meeting discussions were about the creamery. At the first meeting in January the EDA established the following goals:

1. To attract new businesses to consider Mayer as a place for commercial/industrial opportunities.
2. To continue to enhance community awareness and participation in community (re)development by promoting Mayer EDA efforts.
3. To investigate/participate in commercial grant programs which enhance and complement community development.
4. To actively market/promote Mayer as a great place to do business.

5. Continue to create partnerships with other government entities and private individuals to create opportunities.
6. Continue to explore opportunities to increase the tax base of the City by attracting new businesses, residential development, and Commercial and Industrial opportunities.
7. Continue to develop partnerships with the Carver County CDA to promote economic development.
8. Collaborate with Carver County Parks, Public Health, Dakota Regional Rail Authority on promotion of Trail and Trail Head.
9. Create Partnerships with City Boards and Commissions to promote the City.

Electronic Sign

The City collected \$499.00 in revenue for the use of advertising on the electronic sign.

Number of Weeks Paid Advertising	44
City	30
Free Public Service	14
Non Profit	18
Out of town Advertisers	2

Review of 2014 Goals

EDA 2014 Goals

1. To attract new businesses to consider Mayer as a place for commercial/industrial opportunities.
2. To continue to enhance community awareness and participation in community (re)development by promoting Mayer EDA efforts.
3. To investigate/participate in commercial grant programs which enhance and complement community development.
4. To actively market/promote Mayer as a great place to do business.
5. Continue to create partnerships with other government entities and private individuals to create opportunities.
6. Continue to explore opportunities to increase the tax base of the City by attracting new businesses, residential development, and Commercial and Industrial opportunities.
7. Continue to develop partnerships with the Carver County CDA to promote economic development.
8. Collaborate with Carver County Parks, Public Health, Dakota Regional Rail Authority on promotion of Trail and Trail Head.
9. Create Partnerships with City Boards and Commissions to promote the City.

As the EDA was reviewing the goals discussion about County Road 10 and it will be closed and traffic will be detoured through the City of Mayer. The Commission would like to see a marketing campaign for the detour of 2015. Commission will discuss at the April meeting.

Other discussion about having John Sullivan and Lee Halls from the Carver County CDA to discuss the programs available to the local businesses. The City should target home based businesses and current businesses to attend the meeting.

After review of the goals the Commission established the following goals for 2015

EDA 2015 Goals

1. To attract new businesses to consider Mayer as a place for commercial/industrial opportunities.
2. To continue to enhance community awareness and participation in community (re)development by promoting Mayer EDA efforts.
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4. To actively market/promote Mayer as a great place to do business.
5. Continue to create partnerships with other government entities and private individuals to create opportunities.
6. Continue to explore opportunities to increase the tax base of the City by attracting new businesses, residential development, and Commercial and Industrial opportunities.

7. Continue to develop partnerships with the Carver County CDA to promote economic development.
8. Collaborate with Carver County Parks, Public Health, Dakota Regional Rail Authority on promotion of Trail and Trail Head.
9. Create Partnerships with City Boards and Commissions to promote the City.
10. Market city sign through the Community Center Rentals.

Review of Policies

City Council is reviewing all policies this year and is asking the respective boards to review their policies first. On a motion by Commissioner Wakefield and seconded by Commissioner Stieve-McPadden to approve the tax abatement policy. Motion carried 5/0.

On a motion On a motion by Commissioner Wakefield and seconded by Commissioner Stieve-McPadden to approve the Business Subsidy Policy. Motion carried 5/0.

Business Update

Update that Finn's is closed and the business is listed with a realtor.

Other Business

The creamery has been turned back to the County.

Commissioner Wakefield updated the Commission on some of the activities of the Watertown EDA. He would like the City to consider a loan program for businesses. Staff will bring the loan program that the City currently has to the next meeting.

Next Meeting

Next meeting will be on April 28, 2015 at 6:30 PM.

Adjournment

On a motion by Commissioner Wakefield and seconded by Commissioner Osborn to adjourn the meeting at 8:55 PM. Motion carried 5/0.

CITY OF MAYER
Mayer Senior Commission
For A Lifetime
Meeting Minutes
Monday
February 2, 2015
10:00 AM

Members Present: Judi Edholm, Kaye Timmers, Susan Ziermann, Janet Vierling and Gerry Thomas, Council Liaison.

Members Absent: Al Edholm

Others Present: Vina Marquart, Katy Boone and Jennifer Anderson, Carver County Public Health and Environment

Staff Present: Luayn Ruch-Hammond, City Administrator

The meeting was called to order by Chair Edholm at 10:00 AM.

AGENDA

On a motion by Kaye Timmers and seconded by Janet Vierling to approve the agenda. Motion carried 4/0.

MINUTES

On a motion by Janet Vierling and seconded by Kaye Timmers to approve the minutes of January 12, 2015. Meeting. Motion carried 4/0.

Discussion on Commission Name

At the last Commission meeting the Commission reviewed an article from the Star Tribune about words and their meaning with the aging baby boomers. The Commission was given the names of the other Commissions in Carver County. After some discussion a motion was made by Janet Vierling and seconded by Kaye Timmers to change the Commissions name to Mayer Community for a Lifetime Commission. Motion carried 4/0.

Review of By Laws

Commission had made suggestions for changes to the bylaws. The following changes were made to the bylaws: name change through by deleting Commission on Aging to Commission and under terms and vacancies deleted the age requirement. On a motion by Susan Ziermann and seconded by Janet Vierling to approve the bylaws with changes. Motion carried 4/0.

New Commission Members

Staff has been given the following names for additional members on the Mayer Community for a Lifetime Commission. They are Shelly Kahle, Norville Luebke, and Adam Gless. Staff did contact Adam Gless and he does not want to serve on the Commission. Staff did talk to Shelly Kahle and will follow up with her and contact Norville about serving.

Staple Food Ordinance

Kaye Timmers brought forward the Minneapolis Staple food ordinance and would like the Commission to discuss the possibility of recommending that the City Council consider the ordinance. Staff will first contact Schmidty's to find out if they are willing to stock fruits and vegetables and report back to the Commission.

Fare for All

The Chair participated in the Fare for All Program and thought it was very well organized and the choices were excellent. Vina had a sheet on the Fare for All Program that illustrated the participants in Chaska. She further stated that the Chaska site was one of the most utilized sites in the metro area.

NAPS Discussion

Staff had contacted Adam Gless at the Zion Lutheran Church about the Church sponsoring the NAPS program. Pastor Gless had stated that the church was working on a homeless project for families and really did not think they had time to do the NAPS Program. Susan Ziermann is going to contact the pastor at the Lutheran Church in Watertown and ask him to contact the Lutheran Church in Mayer to explain the time commitment for the program.

Carver County Updates – Katy Boone, Jennifer Anderson and Vina Marquardt

Katy Boone was in attendance at the meeting and updated the Commission on the County's role for aging. The Office of Aging is here to support the Commissions in Carver County and assist with the goals that the Commission has established. Katy introduced Jennifer Anderson will be the new staff person who will be attending the Mayer Commission meetings. Jennifer further updated the Council with information on the Take it to the Box permanent locations and also explained that Katy had given a presentation to the Carver County Leaders Group.

Vina shared the upcoming 2015 dates for the FARE For All and the Senior Expo which will be held at the Chaska Community Center on April 23, 2015. Keynote speaker will be on dementia and Alzheimer's and how that affects people.

Other Business

Kaye had brought in the Prior Lake Senior activities for the Commission to consider for the Mayer residents. Judi explained how the Store to Door Program works.

Next Meeting

The next meeting will be as needed. Staff will consult with the Chair.

Adjournment

On a motion by Susan Ziermann and seconded by Janet Vierling to adjourn the meeting at 10:55 AM. Motion carried 4/0.

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*Claim Register©

05/11/15 PAY

May 2015

Claim Type	Direct			
Claim#	11536 EMERGENCY RESPONSE SOLUTI Ck# 018690 4/30/2015			
Cash Payment	E 212-42260-580 New Equipment	FEMA GRANT - 24 MSA SCBA, 48 CYL & VALVE ASSY, 30 FACE PIECE, MASK BAGS; 48 ADAPTERS		\$160,711.00
	Invoice 4004			
Cash Payment	E 100-42260-580 New Equipment	FEMA GRANT - 24 MSA SCBA, 48 CYL & VALVE ASSY, 30 FACE PIECE, MASK BAGS; 48 ADAPTERS		\$8,458.04
	Invoice 4004			
Transaction Date	4/30/2015	Security Bank	10100	Total \$169,169.04
Claim#	11537 USA BLUE BOOK-HD SUPPLY MAI			
Cash Payment	E 100-43100-208 Training and Instruction	LOCATE PAINT & FLAGS		\$212.81
	Invoice 628151			
Transaction Date	5/4/2015	Security Bank	10100	Total \$212.81
Claim#	11538 GOPHER STATE ONE-CALL INC			
Cash Payment	E 620-49440-355 Gopher State Locates	APRIL 2015 LOCATES		\$43.60
	Invoice 134736			
Cash Payment	E 640-49490-355 Gopher State Locates	APRIL 2015 LOCATES		\$43.60
	Invoice 134736			
Transaction Date	5/4/2015	Security Bank	10100	Total \$87.20
Claim#	11539 VERIZON WIRELESS			
Cash Payment	E 640-49480-321 Telephone	ON CALL PHONE		\$14.04
	Invoice 9744393370			
Cash Payment	E 620-49410-321 Telephone	ON CALL PHONE		\$14.04
	Invoice 9744393370			
Cash Payment	E 100-43100-321 Telephone	ON CALL PHONE		\$14.06
	Invoice 9744393370			
Transaction Date	5/4/2015	Security Bank	10100	Total \$42.14
Claim#	11540 OVERLINE & SON, INC			
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	JET CLEAN AND VACUUM 3 LIFT STATIONS		\$600.00
	Invoice 315			
Cash Payment	E 640-49470-400 Repairs & Maint Cont	JET CLEAN AND VACUUM 3 LIFT STATIONS		\$1,200.00
	Invoice 315			
Transaction Date	5/4/2015	Security Bank	10100	Total \$1,800.00
Claim#	11541 DPC INDUSTRIES INC			
Cash Payment	E 620-49410-216 Chemicals and Chem Prod	PTASSIUM PERMANGANATE		\$313.50
	Invoice 827000568-15			
Transaction Date	5/4/2015	Security Bank	10100	Total \$313.50
Claim#	11542 VERIZON WIRELESS			
Cash Payment	E 100-42280-321 Telephone	FIRE DEPT CELL PHONE		\$1.05
	Invoice 9744307067			
Transaction Date	5/4/2015	Security Bank	10100	Total \$1.05
Claim#	11543 KLM ENGINEERING INC			
Cash Payment	E 620-49430-300 Professional Srvs	TOWER PROJECT - PMT #1		\$5,500.00
	Invoice 5573			
Transaction Date	5/4/2015	Security Bank	10100	Total \$5,500.00
Claim#	11544 ZTS PRODUCTIONS			

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*Claim Register©

05/11/15 PAY

May 2015

Cash Payment	E 100-46500-340 Advertising	CAR,CYLE NIGHT MAGNETS & BUSINESS CARDS		\$110.00
Invoice 14035				
Transaction Date	5/4/2015	Security Bank	10100	Total \$110.00
Claim#	11545 KLUVER CONSULTING			
Cash Payment	E 640-49480-300 Professional Srvs	SERVICE CONTRACT FOR WWTF 4/16-30/15; ADDL WORK 4/16-17/15		\$900.00
Invoice 08-15				
Cash Payment	E 640-49480-300 Professional Srvs	SERVICE CONTRACT FOR WWTF 4/16-30/15; ADDL WORK 4/16-17/15		\$93.75
Invoice 08-15				
Cash Payment	E 620-49440-300 Professional Srvs	SERVICE CONTRACT FOR WWTF 4/16-30/15; ADDL WORK 4/16-17/15		\$93.75
Invoice 08-15				
Transaction Date	5/4/2015	Security Bank	10100	Total \$1,087.50
Claim#	11546 MN FIRE SERVICE CERTIF BOARD			
Cash Payment	E 100-42200-208 Training and instruction	FF I & FFII CERT EXAM TAKEN 4/8/15 FOR A. BOOTE		\$200.00
Invoice 3279				
Transaction Date	5/4/2015	Security Bank	10100	Total \$200.00
Claim#	11547 HILLYARD OF HUTCHINSON			
Cash Payment	E 100-41940-400 Repairs & Maint Cont	60 GAL LINERS FOR COMM CTR		\$107.32
Invoice 601583055				
Transaction Date	5/4/2015	Security Bank	10100	Total \$107.32
Claim#	11548 HILLYARD OF HUTCHINSON			
Cash Payment	E 100-41940-400 Repairs & Maint Cont	COMM CTR SUPPLIES		\$471.21
Invoice 601581195				
Transaction Date	5/4/2015	Security Bank	10100	Total \$471.21
Claim#	11549 CITY OF LESTER PRAIRIE			
Cash Payment	E 640-49480-220 Bio-Solids Disposal	90,000 GAL BIOSOLIDS		\$7,200.00
Invoice				
Transaction Date	5/4/2015	Security Bank	10100	Total \$7,200.00
Claim#	11550 BOND TRUST SERVICES CORP			
Cash Payment	E 620-47000-601 Debt Srv Interest	GO REFUNDING BONDS		\$21,179.81
Invoice 24913				
Cash Payment	E 640-47000-601 Debt Srv Interest	GO REFUNDING BONDS		\$57,263.94
Invoice 24913				
Transaction Date	5/4/2015	Security Bank	10100	Total \$78,443.75
Claim#	11551 XCEL ENERGY Ck# 003904E 5/7/2015			
Cash Payment	E 640-49470-381 Electric Utilities	RED BARN LIFT		\$20.65
Invoice 452532791				
Transaction Date	5/4/2015	Security Bank	10100	Total \$20.65
Claim#	11552 XCEL ENERGY Ck# 003905E 5/8/2015			
Cash Payment	E 100-43160-381 Electric Utilities	STREET LIGHTS		\$12.41
Invoice 452720909				
Transaction Date	5/4/2015	Security Bank	10100	Total \$12.41
Claim#	11553 XCEL ENERGY Ck# 003906E 5/8/2015			

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05/11/15 PAY

May 2015

Cash Payment	E 100-45000-381 Electric Utilities	OSH CONCESSION		\$12.21
	Invoice 452716287			
Transaction Date	5/4/2015	Security Bank	10100	Total \$12.21
Claim#	11554 XCEL ENERGY	Ck# 003907E	5/14/2015	
Cash Payment	E 640-49480-381 Electric Utilities	WWTF		\$1,945.06
	Invoice 453372949			
Cash Payment	E 100-42280-381 Electric Utilities	FIRE DEPT		\$98.76
	Invoice 453372949			
Cash Payment	E 620-49410-381 Electric Utilities	WELL #2		\$487.34
	Invoice 453372949			
Cash Payment	E 100-41940-381 Electric Utilities	COMM CTR		\$487.80
	Invoice 453372949			
Cash Payment	E 640-49470-381 Electric Utilities	OSH LIFT		\$301.49
	Invoice 453372949			
Cash Payment	E 620-49410-381 Electric Utilities	TOWER		\$108.65
	Invoice 453372949			
Cash Payment	E 620-49410-381 Electric Utilities	WTP		\$961.82
	Invoice 453372949			
Transaction Date	5/4/2015	Security Bank	10100	Total \$4,390.92
Claim#	11555 FRONTIER	Ck# 003908E	5/11/2015	
Cash Payment	E 640-49480-321 Telephone	WWTF		\$196.26
	Invoice			
Transaction Date	5/4/2015	Security Bank	10100	Total \$196.26
Claim#	11556 FRONTIER	Ck# 003909E	5/18/2015	
Cash Payment	E 100-41000-321 Telephone	COMM CTR		\$209.34
	Invoice			
Transaction Date	5/4/2015	Security Bank	10100	Total \$209.34
Claim#	11557 FRONTIER	Ck# 003910E	5/18/2015	
Cash Payment	E 100-42280-321 Telephone	FIRE DEPT		\$114.71
	Invoice			
Transaction Date	5/4/2015	Security Bank	10100	Total \$114.71
Claim#	11558 FRONTIER	Ck# 003911E	5/18/2015	
Cash Payment	E 620-49410-321 Telephone	WTP		\$76.28
	Invoice			
Transaction Date	5/4/2015	Security Bank	10100	Total \$76.28
Claim#	11559 MAYER LUMBER CO INC			
Cash Payment	E 100-43100-400 Repairs & Maint Cont	SOCKET SET, WRENCH		\$60.98
	Invoice 112148			
Cash Payment	E 100-42260-212 Motor Fuels	FUEL, GAS ADDITIVE		\$37.95
	Invoice 112165			
Cash Payment	E 100-42260-580 New Equipment	MISC NEW EQUIP		\$23.75
	Invoice 112164			
Cash Payment	E 100-42260-400 Repairs & Maint Cont	2PK 18V XRP BATTERY		\$129.99
	Invoice 112166			
Cash Payment	E 100-42280-400 Repairs & Maint Cont	FLUOR TUBES - 4		\$15.96
	Invoice 112172			
Cash Payment	E 100-43100-400 Repairs & Maint Cont	RENT GRAPPLE ATTMT		\$90.00
	Invoice 112279			

MAYER, MN

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May 2015

Cash Payment	E 100-42260-400 Repairs & Maint Cont	NUMBERS FOR EQUIP		\$62.70
	Invoice 112435			
Cash Payment	E 100-41000-200 Office Supplies	BATTERY FOR CLOCK		\$2.99
	Invoice 112455			
Cash Payment	E 100-41940-400 Repairs & Maint Cont	3V LITHIUM BATTERY		\$3.99
	Invoice 112457			
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	2PK 9V BATTERY		\$8.99
	Invoice 112518			
Cash Payment	E 100-43100-400 Repairs & Maint Cont	CEMENT/SQ PT SHOVEL		\$29.17
	Invoice 112555			
Cash Payment	E 100-43150-430 Miscellaneous (GENERAL)	STORM SEWER REPAIR		\$3.58
	Invoice 112558			
Cash Payment	E 100-42280-400 Repairs & Maint Cont	FD BLDG SUPPLIES		\$20.75
	Invoice 112640			
Cash Payment	E 100-41940-400 Repairs & Maint Cont	CC THERMOSTAT BATTERIES		\$8.99
	Invoice 112739			
Cash Payment	E 100-41940-400 Repairs & Maint Cont	COMM CTR REPAIRS		\$26.27
	Invoice 112895			
Cash Payment	E 100-45000-400 Repairs & Maint Cont	CITY SIGN REPAIRS		\$154.98
	Invoice 113019			
Cash Payment	E 100-43100-210 Operating Supplies	SUPPLIES		\$54.26
	Invoice 113090			
Cash Payment	E 100-45000-400 Repairs & Maint Cont	LITTLE LIBRARY PAINT		\$17.78
	Invoice 113133			
Cash Payment	E 100-45000-530 City Beautification	CITY SIGN REPAIRS		\$29.98
	Invoice 113164			
Transaction Date	5/4/2015	Security Bank	10100	<u>Total</u> \$783.06
Claim#	11560 BOBS REPAIR			
Cash Payment	E 100-43100-500 Capital Outlay (GENERAL)	HUSTLER SUPER Z 934299		\$5,286.50
	Invoice 79990			
Cash Payment	E 220-45000-500 Capital Outlay (GENERAL)	HUSTLER SUPER Z 934299		\$5,286.50
	Invoice 79990			
Transaction Date	5/5/2015	Security Bank	10100	<u>Total</u> \$10,573.00
Claim#	11561 KLM ENGINEERING INC			
Cash Payment	E 620-49430-300 Professional Srvs	ANTENNA ASSMT ON TOWER		\$1,300.00
	Invoice 5587			
Transaction Date	5/5/2015	Security Bank	10100	<u>Total</u> \$1,300.00
Claim#	11562 PINE PRODUCTS INC			
Cash Payment	E 100-45000-530 City Beautification	3 YDS MULCH - CITY SIGN		\$84.00
	Invoice 74218			
Transaction Date	5/5/2015	Security Bank	10100	<u>Total</u> \$84.00
Claim#	11563 HERALD JOURNAL PUBLISHING IN			
Cash Payment	E 100-41000-351 Legal Notices Publishing	ORD #199		\$209.92
	Invoice			
Transaction Date	5/5/2015	Security Bank	10100	<u>Total</u> \$209.92
Claim#	11564 UTILITY CONSULTANTS, INC. Ck# 018696 5/7/2015			
Cash Payment	E 640-49480-385 Testing and Lab Services	REPLACING VOIDED CK#18686; INV 88639		\$1,431.65
	Invoice 88640	PD TWICE		

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May 2015

Cash Payment	E 620-49440-215 Samples	REPLACING VOIDED CK#18686; INV 88639 PD TWICE		\$222.50
Invoice 88639				
Transaction Date	5/5/2015	Security Bank	10100	Total \$1,654.15
Claim#	11565 MINI BIFF LLC			
Cash Payment	E 100-45000-300 Professional Srvs	OSH PARK		\$51.41
Invoice A-69805				
Cash Payment	E 100-45000-300 Professional Srvs	W RIDGE PARK		\$51.41
Invoice A-69833				
Cash Payment	E 100-45000-300 Professional Srvs	MEADOW PARK		\$51.41
Invoice A-69897				
Transaction Date	5/7/2015	Security Bank	10100	Total \$154.23
Claim#	11566 CARVER COUNTY			
Cash Payment	E 100-41000-301 Auditing and Acct g Servic	NEW SP ASSMT CODE SETUP FEE		\$30.00
Invoice 1433				
Transaction Date	5/7/2015	Security Bank	10100	Total \$30.00
Claim#	11567 HESELTON CONSTRUCTION			
Cash Payment	E 440-43100-500 Capital Outlay (GENERAL) ROUNDABOUT PAY EST #1			\$36,297.03
Invoice PAY EST #1				
Transaction Date	5/7/2015	Security Bank	10100	Total \$36,297.03
	Claim Type	Direct	Tota	\$320,863.69

Pre-Written Check	\$175,855.97
Checks to be Generated by the Compute	\$145,007.72
Total	\$320,863.69

COUNCIL APPROVAL -
SIGNATURES/INITIALS _____



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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

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

www.bolton-menk.com

May 1, 2015

City of Mayer
Attn: Luayn Ruch-Hammond
13 Bluejay Ave
P.O. Box 102
Mayer, MN 55360-0102

RE: TH 25 & 62nd Street Intersection Improvements
Mayer, MN

Dear Luayn:

Enclosed is Payment Request No. 1 from Heselton Construction for work completed on the TH 25 & 62nd Street Intersection Improvements Project through May 1, 2015. We have reviewed the estimate, verified the quantities, and recommend payment in the amount of \$36,297.03.

Please contact me if you have any questions or need additional information.

Sincerely,
BOLTON & MENK, INC.

David P. Martini
Principal Engineer



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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

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

www.bolton-menk.com

May 1, 2015

Heselton Construction, Inc.
680 NW 24th Street
P.O. Box 246
Fairbault, MN 55021

RE: TH 25 & 62nd Street Intersection Improvements
Mayer, MN

Enclosed are three copies of Pay Request No. 1 in the amount of \$36,297.03 for the TH 25 & 62nd Street Intersection Improvements in Mayer. Please review the quantities and amount. If everything is in order, please sign all three copies of the Pay Estimate and return them to Luayn Ruch-Hammond at the City of Mayer as soon as possible.

Please let me know if you have questions.

Sincerely,
BOLTON & MENK, INC.

David P. Martini, P.E.
Principal Engineer

cc: Luayn Ruch-Hammond

Enclosures

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:	
TH 25/62ND STREET INTERSECTIONS IMPROVEMENTS		CONTRACTOR (1)	
CITY OF MAYER, MN		OWNER (1)	
BMI PROJECT NO. C13.106052		ENGINEER (1)	
S.P. 1006-28		BONDING CO. (1)	
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$867,422.15	
TOTAL, COMPLETED WORK TO DATE		\$38,207.40	
TOTAL, STORED MATERIALS TO DATE		\$0.00	
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED		\$0.00	
TOTAL, COMPLETED WORK & STORED MATERIALS		\$38,207.40	
RETAINED PERCENTAGE (5%)		\$1,910.37	
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00	
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$36,297.03	
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$0.00	
PAY CONTRACTOR AS ESTIMATE NO. 1		\$36,297.03	

Certificate for Partial Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the contract amount for the period covered by this Estimate.

Contractor: **HESELTON CONSTRUCTION**
680 NW 24th Street
Faribault, MN 55021

By _____
Name Title

Date _____

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: BOLTON & MENK, INC., ENGINEERS, 2638 SHADOW LN., #200, CHASKA, MN 55318

By David P. Martini, CITY ENGINEER
DAVID MARTINI, P.E.

Date 5/6/15

APPROVED FOR PAYMENT:
OWNER:

By _____
Name Title Date

And _____
Name Title Date

Partial Pay Estimate No.: 1

TH 25/62ND STREET INTERSECTION IMPROVEMENTS

CITY OF MAYER, MN

BMI PROJECT NO. C13.106052

S.P. 1006-28

WORK COMPLETED THROUGH MAY 1, 2015

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
1	MOBILIZATION	\$6,150.00	1 LUMP SUM	\$6,150.00	1 LUMP SUM	\$0.00	0.25 LUMP SUM	\$1,537.50
2	CLEARING	\$4,400.00	0.8 ACRE	\$3,520.00	ACRE	\$0.00	0.80 ACRE	\$3,520.00
3	CLEARING	\$275.00	7 TREE	\$1,925.00	TREE	\$0.00	7.00 TREE	\$1,925.00
4	GRUBBING	\$3,850.00	0.8 ACRE	\$3,080.00	ACRE	\$0.00	0.80 ACRE	\$3,080.00
5	GRUBBING	\$275.00	7 TREE	\$1,925.00	TREE	\$0.00	7.00 TREE	\$1,925.00
6	REMOVE PIPE SEWER (STORM)	\$6.50	278 LIN FT	\$1,834.50	LIN FT	\$0.00	0.00 LIN FT	\$0.00
7	REMOVE CURB & GUTTER	\$3.00	472 LIN FT	\$1,416.00	LIN FT	\$0.00	0.00 LIN FT	\$0.00
8	REMOVE CONCRETE DRIVEWAY PAVEMENT	\$0.83	1607 SQ FT	\$1,333.81	SQ FT	\$0.00	0.00 SQ FT	\$0.00
9	REMOVE BITUMINOUS PAVEMENT	\$4.00	3611 SQ YD	\$14,444.00	SQ YD	\$0.00	0.00 SQ YD	\$0.00
10	REMOVE PERMANENT BARRICADE	\$55.00	2 EACH	\$110.00	EACH	\$0.00	0.00 EACH	\$0.00
11	REMOVE SIGN TYPE C	\$38.50	2 EACH	\$77.00	EACH	\$0.00	0.00 EACH	\$0.00
12	REMOVE SIGN TYPE SPECIAL	\$38.50	1 EACH	\$38.50	EACH	\$0.00	1.00 EACH	\$38.50
13	REMOVE DRAINAGE STRUCTURE	\$280.00	1 EACH	\$280.00	EACH	\$0.00	0.00 EACH	\$0.00
14	REMOVE PIPE APRON	\$185.00	5 EACH	\$925.00	EACH	\$0.00	0.00 EACH	\$0.00
15	SAWING CONCRETE PAVEMENT (FULL DEPTH)	\$3.75	32 LIN FT	\$120.00	LIN FT	\$0.00	0.00 LIN FT	\$0.00
16	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	\$4.00	274 LIN FT	\$1,096.00	LIN FT	\$0.00	0.00 LIN FT	\$0.00
17	SALVAGE PIPE APRON	\$300.00	2 EACH	\$600.00	EACH	\$0.00	0.00 EACH	\$0.00
18	SALVAGE SIGN TYPE C	\$38.50	3 EACH	\$115.50	EACH	\$0.00	0.00 EACH	\$0.00
19	SALVAGE SIGN TYPE D	\$82.40	2 EACH	\$164.80	EACH	\$0.00	0.00 EACH	\$0.00
20	SALVAGE SIGN TYPE SPECIAL	\$82.40	3 EACH	\$247.20	EACH	\$0.00	0.00 EACH	\$0.00
21	SALVAGE MARKER	\$38.50	1 EACH	\$38.50	EACH	\$0.00	0.00 EACH	\$0.00
22	COMMON EXCAVATION	\$6.45	10572 CU YD	\$68,189.40	CU YD	\$0.00	0.00 CU YD	\$0.00
23	SUBGRADE EXCAVATION	\$6.15	200 CU YD	\$1,230.00	CU YD	\$0.00	0.00 CU YD	\$0.00
24	SELECT GRANULAR BORROW (CV)	\$22.00	2972 CU YD	\$65,384.00	CU YD	\$0.00	0.00 CU YD	\$0.00
25	SALVAGED AGGREGATE (CV)	\$16.50	1389 CU YD	\$22,918.50	CU YD	\$0.00	0.00 CU YD	\$0.00
26	STABILIZING AGGREGATE	\$17.60	360 TON	\$6,336.00	TON	\$0.00	0.00 TON	\$0.00
27	GEOTEXTILE FABRIC TYPE V	\$1.60	1441 SQ YD	\$2,305.60	SQ YD	\$0.00	0.00 SQ YD	\$0.00
28	CRAWLER MOUNTED BACKHOE	\$185.00	5 HOUR	\$925.00	HOUR	\$0.00	0.00 HOUR	\$0.00
29	AGGREGATE BASE (CV) CLASS 5	\$32.00	1730 CU YD	\$55,360.00	CU YD	\$0.00	0.00 CU YD	\$0.00
30	MILL BITUMINOUS SURFACE (2.0")	\$11.00	51 SQ YD	\$561.00	SQ YD	\$0.00	0.00 SQ YD	\$0.00
31	CONCRETE PAVEMENT 8.0"	\$56.95	422 SQ YD	\$24,032.90	SQ YD	\$0.00	0.00 SQ YD	\$0.00
32	DOWEL BAR	\$4.00	294 EACH	\$1,176.00	EACH	\$0.00	0.00 EACH	\$0.00
33	NO 4 REINF TIE BAR (EPOXY COATED)	\$6.55	373 EACH	\$2,443.15	EACH	\$0.00	0.00 EACH	\$0.00
34	TYPE SP 12.5 WEARING COURSE MIX (3.C)	\$81.10	1467 TON	\$118,973.70	TON	\$0.00	0.00 TON	\$0.00
35	TYPE SP 12.5 NON WEAR COURSE MIXTURE (3.B)	\$78.80	1133 TON	\$89,280.40	TON	\$0.00	0.00 TON	\$0.00
36	15" CS PIPE CULVERT	\$31.00	43 LIN FT	\$1,333.00	LIN FT	\$0.00	0.00 LIN FT	\$0.00
37	12" RC PIPE APRON	\$538.00	6 EACH	\$3,228.00	EACH	\$0.00	0.00 EACH	\$0.00
38	15" RC PIPE APRON	\$600.00	1 EACH	\$600.00	EACH	\$0.00	0.00 EACH	\$0.00
39	TRASH GUARD FOR 12" APRON	\$198.00	6 EACH	\$1,188.00	EACH	\$0.00	0.00 EACH	\$0.00
40	TRASH GUARD FOR 15" APRON	\$234.00	1 EACH	\$234.00	EACH	\$0.00	0.00 EACH	\$0.00
41	15" CS SAFETY APRON	\$210.00	2 EACH	\$420.00	EACH	\$0.00	0.00 EACH	\$0.00
42	INSTALL PIPE APRON	\$525.00	2 EACH	\$1,050.00	EACH	\$0.00	0.00 EACH	\$0.00
43	4" PERF TP PIPE DRAIN (MOD)	\$15.00	365 LIN FT	\$5,475.00	LIN FT	\$0.00	0.00 LIN FT	\$0.00
44	4" PVC PIPE DRAIN CLEANOUT	\$185.00	2 EACH	\$370.00	EACH	\$0.00	0.00 EACH	\$0.00
45	12" RC PIPE SEWER DESIGN 3006 CLASS V	\$29.50	921 LIN FT	\$27,169.50	LIN FT	\$0.00	0.00 LIN FT	\$0.00
46	15" RC PIPE SEWER DESIGN 3006 CLASS V	\$32.80	244 LIN FT	\$8,003.20	LIN FT	\$0.00	0.00 LIN FT	\$0.00
47	24" RC PIPE SEWER DESIGN 3006 CLASS III	\$42.30	39 LIN FT	\$1,649.70	LIN FT	\$0.00	0.00 LIN FT	\$0.00
48	CONNECT TO EXISTING WATER MAIN	\$1,200.00	2 EACH	\$2,400.00	EACH	\$0.00	1.00 EACH	\$1,200.00
49	HYDRANT	\$3,850.00	1 EACH	\$3,850.00	EACH	\$0.00	1.00 EACH	\$3,850.00
50	6" GATE VALVE AND BOX	\$1,387.00	2 EACH	\$2,774.00	EACH	\$0.00	2.00 EACH	\$2,774.00
51	RELOCATE HYDRANT & VALVE	\$1,450.00	1 EACH	\$1,450.00	EACH	\$0.00	0.00 EACH	\$0.00
52	ADJUST VALVE BOX	\$200.00	4 EACH	\$800.00	EACH	\$0.00	0.00 EACH	\$0.00

Partial Pay Estimate No.: 1

TH 25/62ND STREET INTERSECTION IMPROVEMENTS

CITY OF MAYER, MN

BMI PROJECT NO. C13-106052

S.P. 1006-28

WORK COMPLETED THROUGH MAY 1, 2015

ITEM NO.	ITEM	UNIT PRICE	AS BID		ESTIMATED AMOUNT	PREVIOUS ESTIMATE		COMPLETED TO DATE		
			ESTIMATED QUANTITY	ESTIMATED AMOUNT		ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	
53	12" x 6" WET TAP	\$2,950.00	1	EACH	\$2,950.00			1.00	EACH	\$2,950.00
54	6" PVC WATERMAIN	\$26.75	457	LN FT	\$12,224.75			407.00	LN FT	\$10,887.25
55	4" POLYSTYRENE INSULATION	\$28.60	8	SQ YD	\$228.80			0.00	SQ YD	\$0.00
56	PIPE FITTINGS	\$8.60	240	POUND	\$2,064.00			126.00	POUND	\$1,083.60
57	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	\$354.00	49	LN FT	\$17,346.00			0.00	LN FT	\$0.00
58	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	\$288.00	24	LN FT	\$6,912.00			0.00	LN FT	\$0.00
59	CONSTRUCT DRAINAGE STRUCTURE DES 54-4020	\$370.00	5	LN FT	\$1,850.00			0.00	LN FT	\$0.00
60	CASTING ASSEMBLY	\$572.00	20	EACH	\$11,440.00			0.00	EACH	\$0.00
61	ADJUST FRAME & RING CASTING	\$370.00	3	EACH	\$1,110.00			0.00	EACH	\$0.00
62	CONNECT INTO EXISTING STORM SEWER	\$695.00	4	EACH	\$2,780.00			0.00	EACH	\$0.00
63	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	\$280.00	4	LN FT	\$1,120.00			0.00	LN FT	\$0.00
64	RANDOM RIPRAP CLASS III	\$90.00	43	CU YD	\$3,870.00			0.00	CU YD	\$0.00
65	GEOTEXTILE FILTER TYPE IV	\$2.00	177	SQ YD	\$354.00			0.00	SQ YD	\$0.00
66	4" CONCRETE WALK	\$4.34	6027	SQ FT	\$26,157.18			0.00	SQ FT	\$0.00
67	6" CONCRETE WALK	\$11.55	1669	SQ FT	\$19,276.95			0.00	SQ FT	\$0.00
68	3" BITUMINOUS TRAIL	\$2.20	4852	SQ FT	\$10,674.40			0.00	SQ FT	\$0.00
69	CONCRETE CURB & GUTTER DESIGN B624	\$16.80	3624	LN FT	\$60,883.20			0.00	LN FT	\$0.00
70	CONCRETE CURB & GUTTER DESIGN B624 (MODIFIED)	\$52.00	84	LN FT	\$4,368.00			0.00	LN FT	\$0.00
71	CONCRETE CURB & GUTTER DESIGN B612	\$20.90	182	LN FT	\$3,803.80			0.00	LN FT	\$0.00
72	CONCRETE CURB & GUTTER DESIGN S524	\$20.14	485	LN FT	\$9,767.90			0.00	LN FT	\$0.00
73	CONCRETE CURB & GUTTER DESIGN SPECIAL	\$23.50	196	LN FT	\$4,606.00			0.00	LN FT	\$0.00
74	CONCRETE CURB DESIGN V6	\$7.60	79	LN FT	\$600.40			0.00	LN FT	\$0.00
75	6" CONCRETE DRIVEWAY PAVEMENT	\$47.40	187	SQ YD	\$8,883.80			0.00	SQ YD	\$0.00
76	TRUNCATED DOMES	\$36.80	356	SQ FT	\$13,100.80			0.00	SQ FT	\$0.00
77	MAILBOX SUPPORT	\$220.00	1	EACH	\$220.00			0.00	EACH	\$0.00
78	GUIDE POST TYPE B	\$55.00	11	EACH	\$605.00			0.00	EACH	\$0.00
79	TRAFFIC CONTROL	\$16,237.00	1	LUMP SUM	\$16,237.00			0.00	LUMP SUM	\$0.00
80	SIGN PANELS TYPE C	\$43.96	207	SQ FT	\$9,099.72			0.00	SQ FT	\$0.00
81	SIGN PANELS TYPE D	\$46.17	100	SQ FT	\$4,617.00			0.00	SQ FT	\$0.00
82	INSTALL SIGN TYPE C	\$165.00	3	EACH	\$495.00			0.00	EACH	\$0.00
83	INSTALL SIGN TYPE D	\$247.00	2	EACH	\$494.00			0.00	EACH	\$0.00
84	INSTALL SIGN TYPE SPECIAL	\$247.00	3	EACH	\$741.00			0.00	EACH	\$0.00
85	HAZARD MARKER X4-2	\$82.00	4	EACH	\$328.00			0.00	EACH	\$0.00
86	INSTALL MARKER	\$138.00	1	EACH	\$138.00			0.00	EACH	\$0.00
87	CONSTRUCTION SIGNING SPECIAL	\$274.00	4	EACH	\$1,096.00			0.00	EACH	\$0.00
88	CONIFEROUS TREE 12 HT B&B	\$550.00	1	EACH	\$550.00			0.00	EACH	\$0.00
89	TRANSPLANT TREE (SPADE 42")	\$360.00	3	EACH	\$1,080.00			0.00	EACH	\$0.00
90	SILT FENCE TYPE MS	\$2.75	1306	LN FT	\$3,591.50			1,092.00	LN FT	\$3,003.00
91	STORM DRAIN INLET PROTECTION	\$200.00	22	EACH	\$4,400.00			0.00	EACH	\$0.00
92	SEDIMENT CONTROL LOG TYPE STRAW	\$3.85	294	LN FT	\$1,131.90			123.00	LN FT	\$473.55
93	STABILIZED CONSTRUCTION EXIT	\$2,100.00	1	LUMP SUM	\$2,100.00			0.00	LUMP SUM	\$0.00
94	FERTILIZER, TYPE 3	\$1.70	254	POUND	\$279.40			0.00	POUND	\$0.00
95	FERTILIZER, TYPE 4	\$1.10	8	POUND	\$8.80			0.00	POUND	\$0.00
96	SEEDING	\$165.00	3.9	ACRE	\$643.50			0.00	ACRE	\$0.00
97	SEED MIXTURE 25-131	\$3.13	868	POUND	\$2,716.84			0.00	POUND	\$0.00
98	SEED MIXTURE 33-261	\$27.00	5	POUND	\$135.00			0.00	POUND	\$0.00
99	MULCH MATERIAL TYPE 3	\$989.00	2	TON	\$1,978.00			0.00	TON	\$0.00
100	EROSION CONTROL BLANKET CATEGORY 3	\$1.26	12489	SQ YD	\$15,736.14			0.00	SQ YD	\$0.00
101	SEED MIXTURE SPECIAL	\$217.00	2	POUND	\$434.00			0.00	POUND	\$0.00
102	PAVEMENT MESSAGE (RT ARROW)	\$164.00	1	EACH	\$164.00			0.00	EACH	\$0.00
103	PAVEMENT MESSAGE (RT-LT ARROW)	\$329.00	2	EACH	\$658.00			0.00	EACH	\$0.00
104	4" SOLID LINE WHITE-EPOXY	\$0.33	3663	LN FT	\$1,208.79			0.00	LN FT	\$0.00
105	4" SOLID LINE YELLOW-EPOXY	\$0.38	1972	LN FT	\$749.36			0.00	LN FT	\$0.00

Partial Pay Estimate No.: 1

TH 25/62ND STREET INTERSECTION IMPROVEMENTS

CITY OF MAYER, MN

BMI PROJECT NO. C13.106052

S.P. 1006-28

WORK COMPLETED THROUGH MAY 1, 2015

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE		
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	
116	4" DOUBLE SOLID LINE YELLOW-EPOXY	\$0.77	1775	\$1,366.75	LIN FT	\$0.00	0.00	LIN FT	\$0.00
117	8" DOTTED LINE WHITE-EPOXY	\$0.99	141	\$139.59	LIN FT	\$0.00	0.00	LIN FT	\$0.00
118	12" SOLID LINE YELLOW-EPOXY	\$4.67	64	\$298.88	LIN FT	\$0.00	0.00	LIN FT	\$0.00
119	24" SOLID LINE YELLOW-EPOXY	\$7.69	124	\$953.56	LIN FT	\$0.00	0.00	LIN FT	\$0.00
120	CROSSWALK MARKING-EPOXY	\$4.67	684	\$3,194.28	SQ FT	\$0.00	0.00	SQ FT	\$0.00
TOTAL AMOUNT:				\$867,422.15		\$0.00			\$38,207.40

KLM ENGINEERING, INC.

P.O. Box 897
3394 Lake Elmo Ave. N.
Lake Elmo, MN 55042

Invoice

DATE	INVOICE NO.
4/28/2015	5573

CUSTOMER
City of Mayer PO BOx 102 Mayer, MN 55360-0102 Attn: Kyle Kuntz

PROJECT DESCRIPTION
0.4MG EWT Tower No. 1 Mayer, Minnesota Specification

	P.O. NO.	TERMS	PROJECT
			MN3231
DESCRIPTION	QTY	RATE	AMOUNT
Specification - Payment No. 1	1	5,500.00	5,500.00
Make all checks payable to KLM ENGINEERING, INC. For questions call Matt Erickson at (651) 773-5111			Total \$5,500.00

*Check Summary Register©

April 2015

Name	Check Date	Check Amt	
10100 Security Bank			
Paid Chk# 003875E CENTERPOINT ENERGY	4/1/2015	\$515.42	FIRE DEPT
Paid Chk# 003876E CENTERPOINT ENERGY	4/1/2015	\$110.41	WTP
Paid Chk# 003877E CENTERPOINT ENERGY	4/1/2015	\$1,208.99	COMM CTR
Paid Chk# 003878E CENTERPOINT ENERGY	4/1/2015	\$1,910.50	WWTF
Paid Chk# 003879E XCEL ENERGY	4/8/2015	\$21.08	RED BARN LIFT
Paid Chk# 003880E XCEL ENERGY	4/9/2015	\$12.10	OSH CONCESSION
Paid Chk# 003881E XCEL ENERGY	4/9/2015	\$24.98	STREET LIGHTS
Paid Chk# 003882E XCEL ENERGY	4/13/2015	\$5,206.23	POWER
Paid Chk# 003883E FRONTIER	4/9/2015	\$201.08	WWTF
Paid Chk# 003884E FRONTIER	4/15/2015	\$76.05	WTP
Paid Chk# 003885E FRONTIER	4/15/2015	\$114.59	MFD PHONE
Paid Chk# 003886E FRONTIER	4/15/2015	\$208.93	COMM CTR PHONES
Paid Chk# 003887E CENTERPOINT ENERGY	4/30/2015	\$33.21	WPT
Paid Chk# 003888E CENTERPOINT ENERGY	4/30/2015	\$889.29	WWTF
Paid Chk# 003889E CENTERPOINT ENERGY	4/30/2015	\$248.39	FIRE DEPT
Paid Chk# 003890E CENTERPOINT ENERGY	4/30/2015	\$672.50	COMM CTR
Paid Chk# 003891E MN DEPT OF LABOR AND INDUS	4/10/2015	\$550.30	1ST QTR 2015 BLDG PERMIT SURCH
Paid Chk# 003895E INTERNAL REVENUE SERVICE C	4/10/2015	\$1,546.79	Medicare Benefit
Paid Chk# 003896E MINNESOTA DEPARTMENT OF R	4/10/2015	\$272.41	
Paid Chk# 003897E PERA	4/10/2015	\$821.17	
Paid Chk# 003898E XCEL ENERGY	4/30/2015	\$1,436.49	STREET LIGHTS
Paid Chk# 003899E INTERNAL REVENUE SERVICE C	4/24/2015	\$1,935.29	Medicare Benefit
Paid Chk# 003900E MCLEOD COOP POWER ASSN	4/28/2015	\$286.57	
Paid Chk# 003901E MCLEOD COOP POWER ASSN	4/28/2015	\$1,355.18	
Paid Chk# 003902E MINNESOTA DEPARTMENT OF R	4/15/2015	\$312.00	1ST QTR STATE SALES TAX PMT
Paid Chk# 018616 MSFDA	3/26/2015	\$165.00	MSFDA CONFERENCE 6/11-13/15, R
Paid Chk# 018617 VERIZON WIRELESS	3/26/2015	\$13.54	OSH LIFT
Paid Chk# 018618 PREFERRED ONE	3/26/2015	\$819.39	EMPLOYEE BENEFITS
Paid Chk# 018619 MINNESOTA LIFE INSURANCE C	3/26/2015	\$10.35	EMPLOYEE BENEFITS
Paid Chk# 018620 VISA	3/26/2015	\$1,280.83	MARCH STATEMENT
Paid Chk# 018621 XCEL ENERGY	4/6/2015	\$29.87	113 5TH ST NW - POWER
Paid Chk# 018622 VERIZON WIRELESS	4/7/2015	\$42.09	ON CALL PHONE
Paid Chk# 018623 KLUVER CONSULTING	4/7/2015	\$925.00	SERVICE CONTRACT FOR WWTF 3/16
Paid Chk# 018624 VERIZON WIRELESS	4/7/2015	\$1.05	MFD CELL PHONE
Paid Chk# 018625 EDHOLM, ALLAN	4/9/2015	\$88.88	
Paid Chk# 018626 EDHOLM, JUDITH A.	4/9/2015	\$152.19	
Paid Chk# 018627 KUNTZ, KYLE	4/9/2015	\$1,230.59	
Paid Chk# 018628 MAETZOLD, LOIS A	4/9/2015	\$914.38	
Paid Chk# 018629 RUCH-HAMMOND, LUAYN R	4/9/2015	\$1,956.73	
Paid Chk# 018630 POSTMASTER	4/13/2015	\$210.51	MARCH 2015 UTILITY BILLS
Paid Chk# 018631 ALEX AIR APPARATUS, INC.	4/13/2015	\$1,300.00	REPLACEMENT CUTTER BLADE - INS
Paid Chk# 018632 BOLTON & MENK, INC.	4/13/2015	\$7,336.50	ROUNDAABOUT PROJECT
Paid Chk# 018633 BUSINESS FORMS & ACCOUNTI	4/13/2015	\$666.93	5000 LASER UTILITY BILLS
Paid Chk# 018634 CAMDEN TOWNSHIP	4/13/2015	\$2,154.00	JAN 2014 SNOW PLOWING; 2014 GR
Paid Chk# 018635 CAR QUEST AUTO PARTS	4/13/2015	\$51.70	P/W SUPPLIES
Paid Chk# 018636 CULLIGAN - METRO	4/13/2015	\$62.00	APR/MAY SOFTENER MFD

MAYER, MN

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April 2015

	Name	Check Date	Check Amt	
Paid Chk#	018637	DAWN CLEMENSEN	4/13/2015	\$415.00 MARCH COMM CTR CLEANING; ADDIT
Paid Chk#	018638	EMERGENCY MEDICAL TRAININ	4/13/2015	\$350.00 EMT REFRESHER COURSE FEE - NAT
Paid Chk#	018639	FRANKLIN PRINTING INC	4/13/2015	\$10.36 OFFICE SUPPLIES
Paid Chk#	018640	GOPHER STATE ONE-CALL INC	4/13/2015	\$15.95 MARCH 2015 LOCATES
Paid Chk#	018641	GUARDIAN PEST CONTROL INC	4/13/2015	\$42.15 COMM CTR PEST CONTROL
Paid Chk#	018642	HAWKINS, INC	4/13/2015	\$2,285.06 ALUMINUM SULFATE LIQUID
Paid Chk#	018643	HERALD JOURNAL PUBLISHING	4/13/2015	\$47.56 PUBLIC HEARING ACCESSORY STRUC
Paid Chk#	018644	HILLYARD OF HUTCHINSON	4/13/2015	\$71.25 MULTIFOLD TOWELS W/S
Paid Chk#	018645	IN CONTROL INC	4/13/2015	\$2,961.00 SCADA COMPUTER REPLACEMENT - E
Paid Chk#	018646	MAYER LUMBER CO INC	4/13/2015	\$212.88 MARCH 2015 STATEMENT
Paid Chk#	018647	MUNICIPAL DEVELOPMENT GR	4/13/2015	\$278.53 MARCH PLANNING SERVICES
Paid Chk#	018648	MYRON TAYLOR	4/13/2015	\$20.00 3 X 5 AMERICAN FLAG - COMM CTR
Paid Chk#	018649	PEAK HEATING AND COOLING	4/13/2015	\$132.50 COMM CTR MED WINTER SERVICE 3/
Paid Chk#	018650	PEARSON BROS INC	4/13/2015	\$1,200.00 SPRING SWEEP - 3/31 - 4/1/15
Paid Chk#	018651	QUALITY FLOW SYSTEMS INC	4/13/2015	\$5,960.00 WWTF PUMP
Paid Chk#	018652	SUSAN ZIERMANN	4/13/2015	\$16.93 SENIOR POTLUCK SUPPLIES
Paid Chk#	018653	TOM GOEPFERT	4/13/2015	\$100.00 ON CALL 4/4-5/15
Paid Chk#	018654	UNITED FARMERS COOPERATIV	4/13/2015	\$265.66 BLEACH
Paid Chk#	018655	USA BLUE BOOK	4/13/2015	\$1,017.66 STENNER DIGITAL PUMP
Paid Chk#	018656	WIDMER CONSTRUCTION LLC	4/13/2015	\$2,987.50 SNOW REMOVAL 3/1-15/15
Paid Chk#	018657	STIEVE-MCPADDEN, ETIENNE	4/14/2015	\$655.68
Paid Chk#	018658	OSBORN, BRUCE	4/14/2015	\$489.45
Paid Chk#	018659	BODER, ERICK	4/14/2015	\$461.75
Paid Chk#	018660	THOMAS, GERALD W.	4/14/2015	\$766.50
Paid Chk#	018661	MCNEILLY, NIKKI J.	4/14/2015	\$517.16
Paid Chk#	018662	KLUVER CONSULTING	4/15/2015	\$950.00 SERVICE CONTRACT FOR WWTF: 4/1
Paid Chk#	018663	POSTMASTER	4/21/2015	\$220.00 PERMIT #16 FIRST CLASS PRESORT
Paid Chk#	018664	EDHOLM, ALLAN	4/23/2015	\$80.81
Paid Chk#	018665	KUNTZ, KYLE	4/23/2015	\$1,185.90
Paid Chk#	018666	MAETZOLD, LOIS A	4/23/2015	\$759.81
Paid Chk#	018667	RUCH-HAMMOND, LUAYN R	4/23/2015	\$1,956.73
Paid Chk#	018668	Wegner, Michael J.	4/23/2015	\$138.52
Paid Chk#	018669	BOB'S REPAIR OF MAYER INC	4/27/2015	\$1,027.23 HUMVEE BATTERY
Paid Chk#	018670	CARVER COUNTY ATTORNEYS	4/27/2015	\$992.93 FIRST QTR 2015 PROSECUTION CON
Paid Chk#	018671	CENTRAL FIRE PROTECTION, IN	4/27/2015	\$12.00 1 CO2 CARTRIDGE RECHARGE
Paid Chk#	018672	DELTA DENTAL OF MINNESOTA	4/27/2015	\$124.65 EMPLOYEE BENEFITS FOR MAY 2015
Paid Chk#	018673	FEDERAL PUBLISHING LIMITED I	4/27/2015	\$298.50 OSHA COMPLIANCE JOURNAL
Paid Chk#	018674	FIRST MINNESOTA BANK	4/27/2015	\$720.00 ANNUAL PAYMENT FOR ELECTRICITY
Paid Chk#	018675	IN CONTROL INC	4/27/2015	\$130.00 WWTF REPAIRS
Paid Chk#	018676	LYNN & ERIC TSCHUDI	4/27/2015	\$51.33 FINAL BILL 1369 FOXTAIL GLEN C
Paid Chk#	018677	MELCHERT HUBERT SJODIN, PL	4/27/2015	\$1,750.75 MISC LEGAL
Paid Chk#	018678	METRO WEST INSPECTION SER	4/27/2015	\$2,443.81 BUILDING INSPECTIONS
Paid Chk#	018679	MIDWEST MACHINERY CO	4/27/2015	\$159.71 CABLE FOR TRACTOR
Paid Chk#	018680	MINNESOTA LIFE INSURANCE C	4/27/2015	\$10.35 EMPLOYEE BENEFITS
Paid Chk#	018681	MOBIL - EXXON/MOBIL	4/27/2015	\$526.08 MARCH 2015 STATEMENT
Paid Chk#	018682	NIKKI MCNEILLY	4/27/2015	\$74.64 129.8 MILES TO ST CLOUD ELECTE
Paid Chk#	018683	PREFERRED ONE	4/27/2015	\$819.39 EMPLOYEE BENEFITS
Paid Chk#	018684	T.A.P.S.	4/27/2015	\$25.00 CLEANED LINES & TAP

MAYER, MN

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April 2015

Name	Check Date	Check Amt	
Paid Chk# 018685 USA BLUE BOOK	4/27/2015	\$977.89	WTP SVP DIGITAL PERISTALTIC PU
Paid Chk# 018686 UTILITY CONSULTANTS, INC.	4/27/2015	\$1,876.65	
Paid Chk# 018687 VERIZON WIRELESS	4/27/2015	\$14.07	OSH LIFT AUTO DIALER
Paid Chk# 018688 VISA	4/27/2015	\$568.24	IPAD ADAPTOR FOR OVERHEAD
	Total Checks	\$78,557.00	

COUNCIL APPROVAL -
SIGNATURES/INITIALS _____



REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		May 11, 2015	
Item Name:		Closing of Second Street for Vacation Bible School	
Originating Department:		Administration	
Presented by:		Luayn Ruch-Hammond	
Previous Council Action (if any):			
Item Type (X only one):	Consent	<input checked="" type="checkbox"/> X	Regular Session
			Discussion Session
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)			
A motion approving the closure of 2 nd Street on Monday June 15-19, 2015 for the Zion School Vacation Bible School.			
EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)			
Zion School is requesting closure of Second Street for the schools vacation bible school classes. Staff is requesting approval of the closure for the week of June 15-19, 2015.			
FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Planning Commission Parks and Recreation Board Other	
Budget Information:			
_____	Budgeted		
_____	Non Budgeted		
_____	Amendment Required		
Approved _____	Denied _____	Tabled _____	Other _____
Resolution No. _____		Ordinance No. _____	

CITY OF MAYER
PERMIT REPORT

	APRIL		2ND Quarter		2015 YEAR TO DATE	
	Permits	Valuation	Permits	Valuation	Permits	Valuation
Residential						
New Single Family Homes	3	\$556,260.00	3	\$556,260.00	7	\$1,376,708.00
Townhouse/Twin Homes	2	\$416,340.00	2	\$416,340.00	2	\$416,340.00
House Additions	0	\$0.00	0	\$0.00	0	\$0.00
House Remodels/Basement Finish	0	\$0.00	0	\$0.00	5	\$69,250.00
Garages	0	\$0.00	0	\$0.00	0	\$0.00
Garage Additions and Remodels	0	\$0.00	0	\$0.00	0	\$0.00
3-Season Porches/Sun Rooms	1	\$20,000.00	1	\$20,000.00	1	\$20,000.00
Decks/Deck Ftgs Only	1	\$2,000.00	1	\$2,000.00	2	\$12,800.00
Fire Damage Repair	0	\$0.00	0	\$0.00	0	\$0.00
Swimming Pools	0	\$0.00	0	\$0.00	0	\$0.00
Voided Permits	0	\$0.00	0	\$0.00	0	\$0.00
Demolition Permits	0	\$0.00	0	\$0.00	0	\$0.00
Sheds and Accessory Structures	0	\$0.00	0	\$0.00	0	\$0.00
Renewals	0	\$0.00	0	\$0.00	0	\$0.00
Move-In House/Garage	0	\$0.00	0	\$0.00	0	\$0.00
Mechanical Permits	1	\$0.00	1	\$0.00	2	\$0.00
Plumbing Permits	0	\$0.00	0	\$0.00	0	\$0.00
Re-Roof, Re -Side, Re-Window	7	\$0.00	7	\$0.00	14	\$0.00
Fence	0	\$0.00	0	\$0.00	0	\$0.00
Miscellaneous	0	\$0.00	0	\$0.00	0	\$0.00
TOTAL RESIDENTIAL	15	\$994,600.00	15	\$994,600.00	33	\$1,895,098.00
Commercial/Industrial						
New Buildings	0	\$0.00	0	\$0.00	0	\$0.00
Remodel Additions	0	\$0.00	0	\$0.00	0	\$0.00
Re-Roof, Re -Side, Re-Window	0	\$0.00	0	\$0.00	0	\$0.00
Mechanical Permits	0	\$0.00	0	\$0.00	1	\$12,600.00
Plumbing Permits	0	\$0.00	0	\$0.00	2	\$7,500.00
Fire Sprinkler	0	\$0.00	0	\$0.00	0	\$0.00
Miscellaneous	0	\$0.00	0	\$0.00	0	\$0.00
TOTAL COMMERCIAL/INDUSTRIA	0	\$0.00	0	\$0.00	3	\$20,100.00
Public and Institutional						
New Buildings	0	\$0.00	0	\$0.00	0	\$0.00
Remodel Additions	0	\$0.00	0	\$0.00	0	\$0.00
Re-Roof, Re -Side, Re-Window	0	\$0.00	0	\$0.00	0	\$0.00
Mechanical Permits	0	\$0.00	0	\$0.00	0	\$0.00
Plumbing Permits	0	\$0.00	0	\$0.00	0	\$0.00
Fire Sprinkler	0	\$0.00	0	\$0.00	0	\$0.00
Miscellaneous	0	\$0.00	0	\$0.00	0	\$0.00
TOTAL PUBLIC & INSTITUTIONAL	0	\$0.00	0	\$0.00	0	\$0.00
GRAND TOTALS	15	\$994,600.00	15	\$994,600.00	36	\$1,915,198.00



Date: May 5, 2015

TO: MAYER CITY COUNCIL/CONTRACTING TOWNSHIPS
FROM: MAYER FIRE DEPARTMENT, ROD MAETZOLD – FIRE CHIEF

SUBJECT: FIRE REPORT FOR MONTH ENDING – 04/30/15

TOWNSHIP CALLS:

<u>DATE</u>	<u>TIME</u>	<u>TOWNSHIP</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>
04/01/15	1705	Hollywood	Smoke in House, 5155 Tacoma Ave	15
04/11/15	1538	Watertown	Motorcycle Accident, Hwy 7 & Hwy 25	15
04/17/15	1809	Hollywood	Mutual Aid Grass Fire, Watertown 2815 Vega Ave	64
04/25/15	1711	Camden	Mutual Aid House Fire - NG, 7800 Yancy Ave	66
04/29/15	1353	Camden	Mutual Aid Grass Fire – NYA, 10175 Vega Ave	21

CITY OF MAYER CALLS:

<u>DATE</u>	<u>TIME</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>
04/04/15	0848	Medical, Hwy 25 & Hidden Creek Blvd	19
04/08/15	1210	Medical, 419 Bluejay Ave	10
04/11/15	0056	Medical, 1349 Fox Tail Glen	12

FIRE DEPARTMENT TRAININGS/ACTIVITIES FOR MONTH ENDING 04/30/15

04/06/15	Regular Meeting
04/09/15	Roundabout Pre-Con Meeting
04/13/15	Group Training – Truck Driving
04/16/15	County Chief's Meeting at Victoria
04/20/15	Training Meeting
04/22/15	Mock Crash at Mayer Lutheran High School
04/27/15	Mayer Fire Dept Officers' Meeting



City of Mayer

April - 2015

Listed below is a description of each of the different classifications of calls for service which the Carver County Sheriff's Office received and processed for your area.

CRIMINAL

Part I Crimes

Arson	Intentionally destroy property by fire
Assault - Aggravated	Assault where substantial injury is caused or deadly weapon used
Burglary	Unlawful entry into a structure to commit a crime
Homicide	Intentional taking of a persons life
Robbery	Taking of property in the presence of another with use of force
Sex Crime - felony	Forcible sexual assault, All felony sex crimes.
Theft	Taking of property, stealing
Theft - Vehicle	Theft of a motorized vehicle

Part II Crimes

Abuse/Neglect	Chargeable abuse or neglect of children or adults
Assault	Altercation between parties where actual physical harm occurred
Court Order Violations	Violation of court orders
Disturb Peace	Chargeable disturbance of peace. Harassment, disorderly conduct
Drug Violation	All drug violations: possession of, sale of, manufacture of
Gambling	Unlawful operate, promote or assist in the operation of gaming.
Liquor Laws	Illegal Consumption, sale or possession of liquor.
Misc. Criminal	Minor offenses that do not fall under any other classification
Property Damage	All damage to property including vandalism, littering and trespassing on property
Runaway	Juvenile runaway
Sex Crimes	Misc. sex crimes: criminal sexual conduct, sexual abuse, pornography, indecent exposure. (non felony sex crimes)
Suspicious Activity	Suspicious activity where charges result.
Theft - Related	Fraud, credit card theft, ID theft, issuance on bad check, counterfeiting, swindle
Traffic - Alcohol	Traffic stop or accident involving a driver under the influence of alcohol or drugs
Traffic - Other	Traffic stop that results in a traffic criminal charge - DAC-IPS, Hit and Run
Weapons	Violation of manufacture, sale, purchase, transport, use of firearm.

NON-CRIMINAL	
Abuse/Neglect (NC)	Investigation of abuse or neglect of a child or adult where no charges are filed.
Alarm	Checking on an alarm at a private residence or business
Animal	Animal bites, stray animals. All calls involving animals
Assist other Agency	Assist other law enforcement office, state patrol or government departments
Auto Accd - Fatality	Auto accident in which a fatality occurred
Auto Accd - Injury	Auto accident in which injury and property damage occurred
Auto Accd - Prop Damage	Auto accident in which property damage occurred
Auto Accd - MV vs Deer	Auto accident involving a motor vehicle and deer
Background Record Checks	Records check for persons adopting a child, military, govt. employment, individual.
Boat & Water	All incidents involving boats, watercraft and/or lakes
Child Custody Dispute	Incidents involving dispute over child custody
Civil Process	Service of civil papers/court orders. Assist with civil stand by situations
Disturb Peace (NC)	Noise, harassments, disturbance of peace where charges are not filed
Domestic	Verbal argument between parties with relationship, where no charges are filed.
Driving Complaint	Complaints of bad driving behavior.
Drug - Information	Information regard drug activity. No charges filed
Fire Call	Fires and assist to fire departments
Gun Permit - Acquire	Application for a permit to purchase a handgun.
Gun Permit -Carry	Application for a permit to carry a handgun.
Gun Permit -Transfer	Applicaton for the transfer of one registered gun to another
Explosive/Firearms Dir	Application for a permit for explosives or firearms dealer license.
House/Business Check	Check on residences or business when owners are away from property
License - Day Care	Background check for licensing day care
License - Foster Care	Background check for licensing foster care
License - Liquor	Background check for liquor licensing
License - Massage parlor	Background check for massage parlor licensing
License - Peddler	Background check for peddler licensing
Medical	Assist persons with medical issues, natural cause deaths
Mental Health	Suicides, 72 hr holds for mental health issues
Misc. Non. Criminal	General law enforcement questions: citizen assists, lost and found prop., civil matters, council packets and meetings, juv. disciplinary issues, etc
Missing Person	Missing / Lost person
Open Door	Located an open door to a business or residence
Prowler (NC)	Person on property who does not belong - window peeper. No charges filed
Sex Offender Tracking	Request from State to check location of registered sex offender
Snowmobile	All incidents involving snowmobiles
Suspicious Act (NC)	Suspicious persons, acts or vehicles - no charges
Traffic - Misc	Misc. traffic issues, stalled vehicle, debris on roadway, traffic control, parking violations, vehicle in the ditch and motorist assists.
Traffic - Radar Display	Traffic - Speed - Radar wagon
Traffic - Stops	All traffic stops initiated by officers
Transport	Transport persons for various reasons
Unlock Veh/Bldg	Unlock doors of automobile, residence or business for owners
Warrant Issued	Warrant issued by Carver County Court Administration.
Warrant Service	Service of warrant for Carver County and other counties.

CARVER COUNTY SHERIFF'S OFFICE
City of Mayer
Month of April

	2015	2015
	MONTH	YTD
ARRESTS - #Incidents	1	5
ARRESTS - #individual	1	5
CITATIONS - other	1	1
CITATIONS - traffic	2	17
CITATIONS - parking	0	0
TOTAL CITATIONS	3	18
WARNINGS (written)	0	0
WARNINGS (verbal)	21	81

	2014	2014
	MONTH	YTD
	0	0
	0	0
	0	1
	7	20
	0	0
	7	21
	0	1
	18	68

CRIMINAL		
Part I Crimes		
Arson	0	0
Assault - Aggravated	0	0
Burglary	0	2
Homicide	0	0
Robbery	0	0
Sex Crimes - Felony	0	0
Theft	3	6
Theft - Vehicle	0	0
Total Part I Crimes	3	8

0	0
0	0
0	1
0	0
0	0
0	1
0	2
0	0
0	4

Part II Crimes		
Abuse/Neglect	0	0
Assault	1	1
Court Order Violation	0	0
Disturb Peace	0	0
Drug Violations	1	1
Gambling	0	0
Liquor Law Viol	0	2
Misc. Criminal	0	0
Property Damage	0	0
Runaway	0	0
Sex Crimes	0	0
Suspicious Activity	0	0
Theft - Related	1	1
Traffic - Alcohol	0	0
Traffic - Other	0	2
Weapons	0	0
Total Part II Crimes	3	7
TOTAL CRIMINAL	6	15

0	0
0	0
0	0
0	1
0	0
0	0
0	0
0	0
2	2
0	0
0	0
0	0
1	3
0	0
0	0
0	0
3	6
3	10

	2015		2014	
	MONTH	YTD	MONTH	YTD
NON-CRIMINAL				
Abuse/Neglect (not chargeable)	1	6	3	8
Alarm	2	5	1	4
Animal	4	7	1	7
Assist other Agency	0	1	0	2
Auto Accd - Fatality	0	1	0	0
Auto Accd - Injury	0	0	0	0
Auto Accd - Prop Damage	0	2	2	5
Auto Accd - MV & Deer	0	0	0	0
Background Records Check	0	0	0	0
Boat & Water	0	0	0	0
Child Custody Dispute	0	2	0	0
Civil Process	1	2	0	4
Dist. Peace (not chargeable)	2	8	2	3
Domestic (not chargeable)	0	2	0	2
Driving Complaints	1	6	0	1
Drug - Information Only	0	1	0	0
Fire Call	0	6	0	0
Gun Permit - Acquire	2	6	1	6
Gun Permit - Carry	1	5	1	7
Gun Permit - Transfer	0	0	0	0
Explosive/Firearms Dir Permit	0	0	0	0
House/Business Check	0	0	0	0
License - Day Care	0	0	0	0
License - Foster Care	0	0	0	0
License - Liquor	0	3	0	4
License - Massage Parlor	0	0	0	0
License - Peddler	0	0	0	0
Medical	5	12	2	13
Mental Health	0	2	0	1
Misc. Non. Criminal	3	14	2	9
Missing Person	0	0	0	0
Open Door	0	1	2	3
Prowler (not chargeable)	0	0	0	0
Sex Offender Tracking	0	0	0	0
Snowmobile	0	0	0	0
Suspicious Act (not chargeable)	2	13	0	1
Traffic - Misc	3	6	2	8
Traffic - Radar Display	0	0	0	0
Traffic - Stops	20	93	24	86
Transport	0	0	0	0
Unlock Veh/Bldg	0	0	0	0
Warrant Service	0	0	0	2
TOTAL NON-CRIMINAL	47	204	43	176
TOTAL REPORTED	53	219	43	186

CARVER COUNTY SHERIFF'S OFFICE
 CITY OF MAYER
 2015 YEAR TO DATE

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
ARRESTS - #incidents	1	1	2	1									5
ARRESTS - #individual	1	1	2	1									5

CITATIONS - other	0	0	0	1									1
CITATIONS - traffic	6	4	5	2									17
CITATIONS - parking	0	0	0	0						0	0	0	0
TOTAL CITATIONS	6	4	5	3	0	0	0	0	0	0	0	0	18

WARNINGS (written)	0	0	0	0									0
WARNINGS(verbal)	18	22	20	21									81

CRIMINAL

Part I Crimes	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Arson	0	0	0	0									0
Assault - Aggravated	0	0	0	0									0
Burglary	1	1	0	0									2
Homicide	0	0	0	0									0
Robbery	0	0	0	0									0
Sex Crimes - Felony	0	0	0	0									0
Theft	1	1	1	3									6
Theft - Vehicle	0	0	0	0									0
Total Part I Crimes	2	2	1	3	0	0	0	0	0	0	0	0	8

Part II Crimes

Abuse/Neglect	0	0	0	0									0
Assault	0	0	0	1									1
Court Order Violations	0	0	0	0									0
Disturb Peace	0	0	0	0									0
Drug Violations	0	0	0	1									1
Gambling	0	0	0	0									0
Liquor Law Viol	2	0	0	0									2
Misc. Criminal	0	0	0	0									0
Property Damage	0	0	0	0									0
Runaway	0	0	0	0									0
Sex Crimes	0	0	0	0									0
Suspicious Activity	0	0	0	0									0
Theft - Related	0	0	0	1									1
Traffic - Alcohol	0	0	0	0									0
Traffic - Other	0	0	2	0									2
Weapons	0	0	0	0									0
Total Part II Crimes	2	0	2	3	0	0	0	0	0	0	0	0	7
TOTAL CRIMINAL	4	2	3	6	0	0	0	0	0	0	0	0	15



Arrests and Summons/Complaints for

From 04/01/2015 To 04/30/2015

Mayer City

<u>ICR#</u>	<u>Reported</u>	<u>Arrest Type</u>	<u>Arr Date</u>	<u>Off Level</u>	<u>MOC</u>	<u>Charge</u>	<u>Cit.#</u>	<u>Beat</u>	<u>City/Twsp</u>
201500012840 -01	4/26/15	Arrested - Booked	04/27/2015	Misd.	AL551	DOM ASLT-MS-FEAR BODILY F	100015002031	0500	Mayer City

Total ICR's: 1

Total Individuals Arrested: 1

Total Charges: 1



**Carver County Sheriff
All Other Citation
From 04/01/2015 To 04/30/2015**

Mayer City

<u>Beat</u>	<u>Citation_Nr</u>	<u>Issued Date</u>	<u>Location</u>	<u>Local Code</u>	<u>Charge Literal</u>	<u>Statute</u>	<u>Citation Type</u>
0500	100015001928	04/19/2015	Co Rd 23/7 St NW	DC500	DRUGS-DRUG PARAPH-POSSES:	152.092	Misc. Off - Citation

TOTAL CITATIONS ISSUED: 1



Carver County Sheriff Traffic Citations From 04/01/2015 To 04/30/2015

Mayer City

Beat	Citation Nr	Issued Date	Location	Local Code	Charge Literal	Statute	Citation Type
0500	100015001711	04/06/2015	Fieldstone Pkwy/Hwy 25	9220	DAS, DAR, DAC	171.24.2	Traffic - Citation
0500	100015001838	04/14/2015	Hwy 25/Hidden Creek Blvd	9236	Use/Unregistered Veh-168.36 Or 168	168.36.1	Traffic - Citation
				9286	Seatbelt Violation	169.686.1(a)	Traffic - Citation

TOTAL CITATIONS ISSUED: 2



**Carver County Sheriff's Office
Verbal Warnings
From: 04/01/2015 to 04/30/2015**

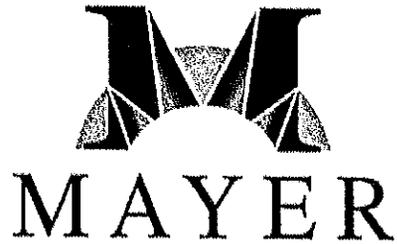
Mayer City

Disturb Peace/priv: 1

Traffic - Misc: 2

Traffic Stop: 18

Grand Total Verbal Warnings: 21



City of Mayer
Resolution No. 5-11-2015-19

Regarding Appointment of Ryan Van Derwater to the
Mayer Fire Department

WHEREAS, the City of Mayer made the decision to appoint members to the fire department,

WHEREAS, the City and fire department are in need of fire fighters; and

WHEREAS, Ryan Van Derwater has passed all requirements of the Mayer Fire Department the Fire Chief is recommending the appointment of Ryan Van Derwater,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mayer, Minnesota, that Ryan Van Derwater is a member of the Mayer Fire Department as of May 11, 2015.

Adopted by the City Council of the City of Mayer, Minnesota this 11th day of May, 2015.

Gerald W. Thomas, Mayor

ATTEST: _____
Lois Maetzold, City Clerk

REQUEST FOR CITY COUNCIL ACTION

Meeting Date:	May 11, 2015
Item Name:	Modified Bond Pre- Sale Resolutions
Originating Department:	Administration
Presented by:	Luayn Ruch-Hammond
Previous Council Action (if any):	

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

A motion rescinding Resolution 4-27-2015-16 Providing for the sale of \$620,000 General Obligation Bonds, Series 2015-A.
 A motion approving Resolution 5-11-2015-17 Providing for the sale of \$975,000 General Obligation Bonds, Series 2015A.
 A motion approving Resolution 5-11-2015-18 Determining the Necessity To Issue Not to Exceed

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

At the last meeting the City Council passed a resolution issuing \$620,000 in bonds. (Resolution 4-27-2015-16 Providing for the sale of \$620,000 General Obligation Bonds, Series 2015-A). The City plans to issue bonds to finance the schools portion of the roundabout and the water tower rehabilitation and also the balance of the fire truck. Staff had Ehlers prepare the documents for the additional funding of the fire truck with the Roundabout and Water tower funding.
 The Council must rescind its previous action (Resolution 4-272015-16) before it can approve the sale of the new bond amount.
 A presale report is attached with the summary of the projects and the identified funding including the estimated special assessments to the benefited property. The City's financial advisor, Ehlers Inc., uses this information to prepare the necessary documents to sell bonds. Based on that review, it is recommended the City sell \$975,000 of General Obligation Bonds \$425,000 for the roundabout project, \$190,000 for the Water Tower Rehabilitation Project and \$360,000 in equipment certificates for the fire truck. Ehlers pre-sale report and schedules are attached. The Fire Truck funding is the sale of equipment certificates the amount that can be financed has a debt limit which is set out in MN State Statue 410.32 and 412.301. If the amount to be financed exceeds .25% of the market value of the taxable property in the City of Mayer the City is required to publish a legal notice and to pass a separate resolution. The issuance of this debt does exceed the .25% of the market value of the city so a separate resolution and legal notice is required.
 Staff recommends Council take the following actions:
 A motion rescinding Resolution 4-27-2015-16 Providing for the sale of \$620,000 General Obligation Bonds, Series 2015-A.
 Second a motion to adopt the attached Resolution 5-11-2015-17 Providing for the sale of \$975,000 General Obligation Bonds, Series 2015A and finally a motion to adopt Resolution 5-11-2015-18 Determining the Necessity To Issue Not to Exceed.

FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	
Budget Information:	



Resolution No. 5-11-2015-17

Council Member _____ introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$975,000 General Obligation Bonds, Series 2015A**

- A. WHEREAS, the City Council of the City of Mayer, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$975,000 General Obligation Bonds, Series 2015A (the "Bonds"), to finance the local share of the TH 25 Roundabout and Water Tower Rehabilitation Project in the City, including the purchase of a fire truck; and
- B. WHEREAS, the equipment portion of the Bonds will require the adoption of an additional resolution to be published at least ten days prior to the issuance of the Bonds; and
- C. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mayer, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 6:30 p.m. on June 8, 2015, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 11th day of May, 2015.

City Administrator



Resolution No. 5-11-2015-18

Council Member _____ introduced the following resolution and moved its adoption:

**Resolution Determining the Necessity to Issue Not to Exceed
\$380,000 General Obligation Equipment Certificates of 2015**

- A. WHEREAS, Minnesota Statutes, Sections 410.32 and 412.301, authorize the council to issue equipment certificates within existing debt limits for the purpose of purchasing capital equipment; and
- B. WHEREAS, said statute also provides that if the amount of the equipment certificates to be issued to finance such equipment exceeds 0.25% of the market value of taxable property in the City, the equipment certificates shall not be issued for at least ten days after publication in the official newspaper of a council resolution determining to issue them; and if before the end of that time, a petition asking for an election on the proposition signed by voters equal to ten percent of the number of voters at the last regular municipal election is filed with the administrator, the equipment certificates shall not be issued until the proposition of their issuance has been approved by a majority of the votes cast on the question at a regular or special election; and
- C. WHEREAS, the council proposes to issue the equipment certificates for said purposes in an amount which exceeds 0.25% of the market value of taxable property in the City; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mayer, Minnesota, as follows:

1. Purpose. That it is necessary and expedient for the City Council to issue General Obligation Equipment Certificates of 2015, pursuant to Minnesota Statutes, Sections 410.32 and 412.301, in an amount of not to exceed \$380,000 for the purpose of financing the acquisition of capital equipment for the City, particularly the purchase of a fire truck (the "Certificates"). A cash contribution of \$200,000 has been applied to lower the borrowing amount.
2. Amount. The amount of the Certificates is hereby determined and declared to be in excess of 0.25% of the market value of taxable property in the City.
3. Publication. The Administrator is authorized and directed to publish this resolution in the official newspaper of the City.
4. Time. At least ten days shall elapse after publication in the official newspaper of the City of this resolution before the Certificates may be issued.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 11th day of May, 2015.

City Administrator



EHLERS
LEADERS IN PUBLIC FINANCE

May 11, 2015

Modified Pre-Sale Report for

City of Mayer, Minnesota

\$975,000 General Obligation Bonds, Series 2015A



Prepared by:

Todd Hagen, CIPMA
VP/Senior Municipal Advisor

And

Nick Anhut
Municipal Advisor



Executive Summary of Proposed Debt

Proposed Issue:	\$975,000 General Obligation Bonds, Series 2015A
Purposes:	<p>To finance the local share of the TH 25 Roundabout and Water Tower Rehabilitation Project in the City, including the purchase of a fire truck.</p> <ul style="list-style-type: none"> • Improvement Portion (Roundabout). Debt service will be paid from special assessments. • Utility Portion (Water Tower). Debt service will be paid from water revenues. • Equipment Portion (Fire Truck). Debt service will be paid from property taxes. A cash contribution of \$200,000 has been applied to lower the borrowing amount.
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters 475, 429, 444, and 410/412.</p> <p>Because the City is assessing at least 20% of the Improvement Portion, the Bonds can be a general obligation without a referendum and will not count against the City's debt limit.</p> <p>Chapter 444 allows cities to issue debt without limitation as long as debt service is expected to be paid from utility revenues.</p> <p>Because the Equipment Portion exceeds .25% of the estimated market value of the City, a separate resolution must be adopted and published subject to a reverse referendum.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p>
Term/Call Feature:	<p>The Bonds are being issued for a 10-year term. Principal on the Bonds will be due on February 1 in the years 2017 through 2026. Interest is payable every six months beginning February 1, 2016.</p> <p>The Bonds maturing on and after February 1, 2025 will be subject to prepayment at the discretion of the City on February 1, 2024 or any date thereafter.</p>
Bank Qualification:	<p>Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.</p>
Rating:	<p>The City's most recent bond issues were rated "AA" by Standard & Poor's.</p> <p>The City will request a new underlying rating for the Bonds.</p>
Basis for Recommendation:	<p>Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal</p>



	<p>financing options, we are recommending the issuance of general obligation bonds as a suitable financing option because the City's policy and past practice has been to finance improvement projects with this type of debt issue, and this is a cost-effective option among the limited other options available to finance these types of projects.</p>
Method of Sale/Placement:	<p>In order to obtain the lowest interest cost to the City, we will competitively bid the purchase of the Bonds from local and national underwriters/banks.</p> <p>We have included an allowance for discount bidding equal to 1.50% of the principal amount of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to lower your borrowing amount.</p> <p>Premium Bids: Under current market conditions, most investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium."</p> <p>The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.</p> <p>For this issue of Bonds we have been directed to use the premium to reduce the size of the issue. The adjustments may slightly change the true interest cost of the original bid, either up or down.</p> <p>You have the choice to limit the amount of premium in the bid specifications. This may result in fewer bids, but it may also eliminate large adjustments on the day of sale and other uncertainties.</p>
Review of Existing Debt:	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.</p>
Continuing Disclosure:	<p>Because the amount of the Bonds to be issued is less than \$1,000,000, this issue will be exempt from the Continuing Disclosure requirements of the Securities and Exchange Commission (SEC).</p>
Arbitrage Monitoring:	<p>Because the Bonds are tax-exempt securities/tax credit securities, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond</p>



	<p>proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Non-arbitrage Certificate prepared by your Bond Attorney and provided at closing.</p> <p>You have retained Ehlers to assist you with compliance with these rules.</p>
Risk Factors:	<p>Special Assessments: We have not assumed any pre-paid special assessments and we have assumed that assessments are levied as projected. If the City receives a significant amount of pre-paid assessments or does not levy the assessments, it may need to levy a tax for debt service to make up for lower interest earnings than the expected assessment interest rate.</p> <p>Utility Revenue: The City expects to pay a portion of the Bond debt service with water revenues. If utility revenue is inadequate, the City may have to levy a tax to pay debt service on the Bonds.</p>
Other Service Providers:	<p>This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, so their final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.</p> <p>Bond Attorney: Briggs and Morgan Paying Agent: Bond Trust Services Rating Agency: Standard & Poor's</p>
Investment Earnings:	<p>In order to more efficiently segregate funds for this project and maximize interest earnings we recommend using either your local banks or Ehlers Investment Partners, a subsidiary of Ehlers, to assist with the investment of bond proceeds until they are needed to pay project costs.</p>
Summary:	<p>The decisions to be made by the Council are as follows:</p> <ul style="list-style-type: none"> • Accept or modify the finance assumptions described in this report. • Adopt the resolution attached to this report.

This presale report summarizes our understanding of the City's objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the City's objectives.



Proposed Debt Issuance Schedule

Pre-Sale Review by City Council	May 11, 2015
Distribute Official Statement:	Week of May 18, 2015
City Publishes Equipment Certificate Resolution:	Week of May 18, 2015
Conference with Rating Agency:	Week of May 25, 2015
City Council Meeting to Award Sale of the Bonds:	June 8, 2015
Estimated Closing Date:	July 1, 2015

Attachments

Sources and Uses of Funds

Proposed Debt Service Schedule

Bond Buyer Index

Resolution Authorizing Ehlers to Proceed with Bond Sale

Resolution Determining the Necessity to Issue Equipment Certificates

Ehlers Contacts

Financial Advisors:	Todd Hagen	(651) 697-8508
	Nick Anhut	(651) 697-8507
Disclosure Coordinator:	Elizabeth Greiter	(651) 697-8550
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed to the City Council at their home address or e-mailed for review prior to the sale date.



City of Mayer, Minnesota

\$975,000 General Obligation Bonds, Series 2015A

Issue Summary

Assumes Current Market BQ AA Rates plus 25bps

Total Issue Sources And Uses

Dated 07/01/2015 | Delivered 07/01/2015

	Improvement Portion	Utility Portion	Equipment Certificate	Issue Summary
Sources Of Funds				
Par Amount of Bonds	\$425,000.00	\$190,000.00	\$360,000.00	\$975,000.00
Total Sources	\$425,000.00	\$190,000.00	\$360,000.00	\$975,000.00
Uses Of Funds				
Total Underwriter's Discount (1.500%)	6,375.00	2,850.00	5,400.00	14,625.00
Costs of Issuance	14,820.50	6,625.65	12,553.85	34,000.00
Deposit to Capitalized Interest (CIF) Fund	4,294.79	-	3,479.58	7,774.37
Deposit to Project Construction Fund	398,655.00	181,000.00	338,462.00	918,117.00
Rounding Amount	854.71	(475.65)	104.57	483.63
Total Uses	\$425,000.00	\$190,000.00	\$360,000.00	\$975,000.00



City of Mayer, Minnesota

\$975,000 General Obligation Bonds, Series 2015A

Issue Summary

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
07/01/2015	-	-	-	-	-	-	-
02/01/2016	-	-	9,709.58	(7,774.37)	9,709.58	1,935.21	1,935.21
08/01/2016	-	-	8,322.50	-	8,322.50	8,322.50	-
02/01/2017	90,000.00	0.900%	8,322.50	-	98,322.50	98,322.50	106,645.00
08/01/2017	-	-	7,917.50	-	7,917.50	7,917.50	-
02/01/2018	95,000.00	1.150%	7,917.50	-	102,917.50	102,917.50	110,835.00
08/01/2018	-	-	7,371.25	-	7,371.25	7,371.25	-
02/01/2019	100,000.00	1.350%	7,371.25	-	107,371.25	107,371.25	114,742.50
08/01/2019	-	-	6,696.25	-	6,696.25	6,696.25	-
02/01/2020	100,000.00	1.550%	6,696.25	-	106,696.25	106,696.25	113,392.50
08/01/2020	-	-	5,921.25	-	5,921.25	5,921.25	-
02/01/2021	100,000.00	1.700%	5,921.25	-	105,921.25	105,921.25	111,842.50
08/01/2021	-	-	5,071.25	-	5,071.25	5,071.25	-
02/01/2022	105,000.00	1.850%	5,071.25	-	110,071.25	110,071.25	115,142.50
08/01/2022	-	-	4,100.00	-	4,100.00	4,100.00	-
02/01/2023	105,000.00	1.950%	4,100.00	-	109,100.00	109,100.00	113,200.00
08/01/2023	-	-	3,076.25	-	3,076.25	3,076.25	-
02/01/2024	105,000.00	2.100%	3,076.25	-	108,076.25	108,076.25	111,152.50
08/01/2024	-	-	1,973.75	-	1,973.75	1,973.75	-
02/01/2025	110,000.00	2.200%	1,973.75	-	111,973.75	111,973.75	113,947.50
08/01/2025	-	-	763.75	-	763.75	763.75	-
02/01/2026	65,000.00	2.350%	763.75	-	65,763.75	65,763.75	66,527.50
Total	\$975,000.00	-	\$112,137.08	(7,774.37)	\$1,087,137.08	\$1,079,362.71	-

Significant Dates

Dated	7/01/2015
First Coupon Date	2/01/2016

Yield Statistics

Bond Year Dollars	\$5,893.75
Average Life	6.045 Years
Average Coupon	1.9026440%
Net Interest Cost (NIC)	2.1507882%
True Interest Cost (TIC)	2.1629008%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.8083900%

IRS Form 8038

Net Interest Cost	1.9026440%
Weighted Average Maturity	6.045 Years



City of Mayer, Minnesota

\$975,000 General Obligation Bonds, Series 2015A

Issue Summary

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Utility Revenue	Levy/(Surplus)
02/01/2016	-	-	9,709.58	9,709.58	(7,774.37)	1,935.21	2,031.97	-	2,031.97	-
02/01/2017	90,000.00	0.9000%	16,645.00	106,645.00	-	106,645.00	111,977.25	49,569.03	19,233.38	43,174.85
02/01/2018	95,000.00	1.1500%	15,835.00	110,835.00	-	110,835.00	116,376.75	49,569.03	19,091.63	47,716.10
02/01/2019	100,000.00	1.3500%	14,742.50	114,742.50	-	114,742.50	120,479.63	49,569.03	24,160.50	46,750.10
02/01/2020	100,000.00	1.5500%	13,392.50	113,392.50	-	113,392.50	119,062.13	49,569.04	23,877.00	45,616.09
02/01/2021	100,000.00	1.7000%	11,842.50	111,842.50	-	111,842.50	117,434.63	49,569.03	23,551.50	44,314.10
02/01/2022	105,000.00	1.8500%	10,142.50	115,142.50	-	115,142.50	120,899.63	49,569.04	23,194.50	48,136.09
02/01/2023	105,000.00	1.9500%	8,200.00	113,200.00	-	113,200.00	118,860.00	49,569.03	22,806.00	46,484.97
02/01/2024	105,000.00	2.1000%	6,152.50	111,152.50	-	111,152.50	116,710.13	49,569.03	22,396.50	44,744.60
02/01/2025	110,000.00	2.2000%	3,947.50	113,947.50	-	113,947.50	119,644.88	49,569.02	21,955.50	48,120.35
02/01/2026	65,000.00	2.3500%	1,527.50	66,527.50	-	66,527.50	69,853.88	49,569.02	21,493.50	(1,208.65)
Total	\$975,000.00	-	\$112,137.08	\$1,087,137.08	(7,774.37)	\$1,079,362.71	\$1,133,330.85	\$495,690.30	\$223,791.97	\$413,848.58

Significant Dates

Dated	7/01/2015
First Coupon Date	2/01/2016

Yield Statistics

Bond Year Dollars	\$5,893.75
Average Life	6.045 Years
Average Coupon	1.9026440%
Net Interest Cost (NIC)	2.1507882%
True Interest Cost (TIC)	2.1629008%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.8083900%



City of Mayer, Minnesota

\$190,000 General Obligation Bonds, Series 2015A

Utility Portion

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2016	-	-	1,935.21	1,935.21	2,031.97
02/01/2017	15,000.00	0.900%	3,317.50	18,317.50	19,233.38
02/01/2018	15,000.00	1.150%	3,182.50	18,182.50	19,091.63
02/01/2019	20,000.00	1.350%	3,010.00	23,010.00	24,160.50
02/01/2020	20,000.00	1.550%	2,740.00	22,740.00	23,877.00
02/01/2021	20,000.00	1.700%	2,430.00	22,430.00	23,551.50
02/01/2022	20,000.00	1.850%	2,090.00	22,090.00	23,194.50
02/01/2023	20,000.00	1.950%	1,720.00	21,720.00	22,806.00
02/01/2024	20,000.00	2.100%	1,330.00	21,330.00	22,396.50
02/01/2025	20,000.00	2.200%	910.00	20,910.00	21,955.50
02/01/2026	20,000.00	2.350%	470.00	20,470.00	21,493.50
Total	\$190,000.00	-	\$23,135.21	\$213,135.21	\$223,791.97

Significant Dates

Dated	7/01/2015
First Coupon Date	2/01/2016

Yield Statistics

Bond Year Dollars	\$1,195.83
Average Life	6.294 Years
Average Coupon	1.9346517%
Net Interest Cost (NIC)	2.1729792%
True Interest Cost (TIC)	2.1849346%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.8066320%

IRS Form 8038

Net Interest Cost	1.9346517%
Weighted Average Maturity	6.294 Years



City of Mayer, Minnesota

\$190,000 General Obligation Bonds, Series 2015A

Utility Portion

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/01/2015	-	-	-	-	-
02/01/2016	-	-	1,935.21	1,935.21	1,935.21
08/01/2016	-	-	1,658.75	1,658.75	-
02/01/2017	15,000.00	0.900%	1,658.75	16,658.75	18,317.50
08/01/2017	-	-	1,591.25	1,591.25	-
02/01/2018	15,000.00	1.150%	1,591.25	16,591.25	18,182.50
08/01/2018	-	-	1,505.00	1,505.00	-
02/01/2019	20,000.00	1.350%	1,505.00	21,505.00	23,010.00
08/01/2019	-	-	1,370.00	1,370.00	-
02/01/2020	20,000.00	1.550%	1,370.00	21,370.00	22,740.00
08/01/2020	-	-	1,215.00	1,215.00	-
02/01/2021	20,000.00	1.700%	1,215.00	21,215.00	22,430.00
08/01/2021	-	-	1,045.00	1,045.00	-
02/01/2022	20,000.00	1.850%	1,045.00	21,045.00	22,090.00
08/01/2022	-	-	860.00	860.00	-
02/01/2023	20,000.00	1.950%	860.00	20,860.00	21,720.00
08/01/2023	-	-	665.00	665.00	-
02/01/2024	20,000.00	2.100%	665.00	20,665.00	21,330.00
08/01/2024	-	-	455.00	455.00	-
02/01/2025	20,000.00	2.200%	455.00	20,455.00	20,910.00
08/01/2025	-	-	235.00	235.00	-
02/01/2026	20,000.00	2.350%	235.00	20,235.00	20,470.00
Total	\$190,000.00	-	\$23,135.21	\$213,135.21	-

Yield Statistics

Bond Year Dollars	\$1,195.83
Average Life	6.294 Years
Average Coupon	1.9346517%

Net Interest Cost (NIC)	2.1729792%
True Interest Cost (TIC)	2.1849346%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.8066320%

IRS Form 8038

Net Interest Cost	1.9346517%
Weighted Average Maturity	6.294 Years



City of Mayer, Minnesota

\$425,000 General Obligation Bonds, Series 2015A

Improvement Portion

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total	Assessments	Levy/(Surplus)
02/01/2016	-	-	4,294.79	4,294.79	(4,294.79)	-	-	-	-
02/01/2017	40,000.00	0.900%	7,362.50	47,362.50	-	47,362.50	49,730.63	49,569.03	161.60
02/01/2018	40,000.00	1.150%	7,002.50	47,002.50	-	47,002.50	49,352.63	49,569.03	(216.41)
02/01/2019	40,000.00	1.350%	6,542.50	46,542.50	-	46,542.50	48,869.63	49,569.03	(699.41)
02/01/2020	40,000.00	1.550%	6,002.50	46,002.50	-	46,002.50	48,302.63	49,569.04	(1,266.42)
02/01/2021	40,000.00	1.700%	5,382.50	45,382.50	-	45,382.50	47,651.63	49,569.03	(1,917.41)
02/01/2022	45,000.00	1.850%	4,702.50	49,702.50	-	49,702.50	52,187.63	49,569.04	2,618.59
02/01/2023	45,000.00	1.950%	3,870.00	48,870.00	-	48,870.00	51,313.50	49,569.03	1,744.47
02/01/2024	45,000.00	2.100%	2,992.50	47,992.50	-	47,992.50	50,392.13	49,569.03	823.09
02/01/2025	45,000.00	2.200%	2,047.50	47,047.50	-	47,047.50	49,399.88	49,569.02	(169.15)
02/01/2026	45,000.00	2.350%	1,057.50	46,057.50	-	46,057.50	48,360.38	49,569.02	(1,208.65)
Total	\$425,000.00	-	\$51,257.29	\$476,257.29	(4,294.79)	\$471,962.50	\$495,560.63	\$495,690.30	(129.68)

Significant Dates

Dated	7/01/2015
First Coupon Date	2/01/2016

Yield Statistics

Bond Year Dollars	\$2,647.92
Average Life	6.230 Years
Average Coupon	1.9357592%
Net Interest Cost (NIC)	2.1765145%
True Interest Cost (TIC)	2.1884235%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.8168358%



City of Mayer, Minnesota

\$425,000 General Obligation Bonds, Series 2015A

Improvement Portion

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
07/01/2015	-	-	-	-	-	-	-
02/01/2016	-	-	4,294.79	(4,294.79)	4,294.79	-	-
08/01/2016	-	-	3,681.25	-	3,681.25	3,681.25	-
02/01/2017	40,000.00	0.900%	3,681.25	-	43,681.25	43,681.25	47,362.50
08/01/2017	-	-	3,501.25	-	3,501.25	3,501.25	-
02/01/2018	40,000.00	1.150%	3,501.25	-	43,501.25	43,501.25	47,002.50
08/01/2018	-	-	3,271.25	-	3,271.25	3,271.25	-
02/01/2019	40,000.00	1.350%	3,271.25	-	43,271.25	43,271.25	46,542.50
08/01/2019	-	-	3,001.25	-	3,001.25	3,001.25	-
02/01/2020	40,000.00	1.550%	3,001.25	-	43,001.25	43,001.25	46,002.50
08/01/2020	-	-	2,691.25	-	2,691.25	2,691.25	-
02/01/2021	40,000.00	1.700%	2,691.25	-	42,691.25	42,691.25	45,382.50
08/01/2021	-	-	2,351.25	-	2,351.25	2,351.25	-
02/01/2022	45,000.00	1.850%	2,351.25	-	47,351.25	47,351.25	49,702.50
08/01/2022	-	-	1,935.00	-	1,935.00	1,935.00	-
02/01/2023	45,000.00	1.950%	1,935.00	-	46,935.00	46,935.00	48,870.00
08/01/2023	-	-	1,496.25	-	1,496.25	1,496.25	-
02/01/2024	45,000.00	2.100%	1,496.25	-	46,496.25	46,496.25	47,992.50
08/01/2024	-	-	1,023.75	-	1,023.75	1,023.75	-
02/01/2025	45,000.00	2.200%	1,023.75	-	46,023.75	46,023.75	47,047.50
08/01/2025	-	-	528.75	-	528.75	528.75	-
02/01/2026	45,000.00	2.350%	528.75	-	45,528.75	45,528.75	46,057.50
Total	\$425,000.00	-	\$51,257.29	(4,294.79)	\$476,257.29	\$471,962.50	-

Significant Dates

Dated	7/01/2015
First Coupon Date	2/01/2016

Yield Statistics

Bond Year Dollars	\$2,647.92
Average Life	6.230 Years
Average Coupon	1.9357592%
Net Interest Cost (NIC)	2.1765145%
True Interest Cost (TIC)	2.1884235%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.8168358%

IRS Form 8038

Net Interest Cost	1.9357592%
Weighted Average Maturity	6.230 Years

City of Mayer, Minnesota

\$360,000 General Obligation Bonds, Series 2015A

Equipment Certificate

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	CIF	Total P+I	Net New D/S	Fiscal Total
07/01/2015	-	-	-	-	-	-	-
02/01/2016	-	-	3,479.58	(3,479.58)	3,479.58	-	-
08/01/2016	-	-	2,982.50	-	2,982.50	2,982.50	-
02/01/2017	35,000.00	0.900%	2,982.50	-	37,982.50	37,982.50	40,965.00
08/01/2017	-	-	2,825.00	-	2,825.00	2,825.00	-
02/01/2018	40,000.00	1.150%	2,825.00	-	42,825.00	42,825.00	45,650.00
08/01/2018	-	-	2,595.00	-	2,595.00	2,595.00	-
02/01/2019	40,000.00	1.350%	2,595.00	-	42,595.00	42,595.00	45,190.00
08/01/2019	-	-	2,325.00	-	2,325.00	2,325.00	-
02/01/2020	40,000.00	1.550%	2,325.00	-	42,325.00	42,325.00	44,650.00
08/01/2020	-	-	2,015.00	-	2,015.00	2,015.00	-
02/01/2021	40,000.00	1.700%	2,015.00	-	42,015.00	42,015.00	44,030.00
08/01/2021	-	-	1,675.00	-	1,675.00	1,675.00	-
02/01/2022	40,000.00	1.850%	1,675.00	-	41,675.00	41,675.00	43,350.00
08/01/2022	-	-	1,305.00	-	1,305.00	1,305.00	-
02/01/2023	40,000.00	1.950%	1,305.00	-	41,305.00	41,305.00	42,610.00
08/01/2023	-	-	915.00	-	915.00	915.00	-
02/01/2024	40,000.00	2.100%	915.00	-	40,915.00	40,915.00	41,830.00
08/01/2024	-	-	495.00	-	495.00	495.00	-
02/01/2025	45,000.00	2.200%	495.00	-	45,495.00	45,495.00	45,990.00
Total	\$360,000.00	-	\$37,744.58	(3,479.58)	\$397,744.58	\$394,265.00	-

Significant Dates

Dated	7/01/2015
First Coupon Date	2/01/2016

Yield Statistics

Bond Year Dollars	\$2,050.00
Average Life	5.694 Years
Average Coupon	1.8411990%
Net Interest Cost (NIC)	2.1046137%
True Interest Cost (TIC)	2.1173794%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.7985926%

IRS Form 8038

Net Interest Cost	1.8411990%
Weighted Average Maturity	5.694 Years

City of Mayer, Minnesota

\$360,000 General Obligation Bonds, Series 2015A

Equipment Certificate

Assumes Current Market BQ AA Rates plus 25bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
02/01/2016	-	-	3,479.58	3,479.58	(3,479.58)	-	-
02/01/2017	35,000.00	0.900%	5,965.00	40,965.00	-	40,965.00	43,013.25
02/01/2018	40,000.00	1.150%	5,650.00	45,650.00	-	45,650.00	47,932.50
02/01/2019	40,000.00	1.350%	5,190.00	45,190.00	-	45,190.00	47,449.50
02/01/2020	40,000.00	1.550%	4,650.00	44,650.00	-	44,650.00	46,882.50
02/01/2021	40,000.00	1.700%	4,030.00	44,030.00	-	44,030.00	46,231.50
02/01/2022	40,000.00	1.850%	3,350.00	43,350.00	-	43,350.00	45,517.50
02/01/2023	40,000.00	1.950%	2,610.00	42,610.00	-	42,610.00	44,740.50
02/01/2024	40,000.00	2.100%	1,830.00	41,830.00	-	41,830.00	43,921.50
02/01/2025	45,000.00	2.200%	990.00	45,990.00	-	45,990.00	48,289.50
Total	\$360,000.00	-	\$37,744.58	\$397,744.58	(3,479.58)	\$394,265.00	\$413,978.25

Significant Dates

Dated	7/01/2015
First Coupon Date	2/01/2016

Yield Statistics

Bond Year Dollars	\$2,050.00
Average Life	5.694 Years
Average Coupon	1.8411990%
Net Interest Cost (NIC)	2.1046137%
True Interest Cost (TIC)	2.1173794%
Bond Yield for Arbitrage Purposes	1.8945381%
All Inclusive Cost (AIC)	2.7985926%

City of Mayer, Minnesota

\$425,000 General Obligation Bonds, Series 2015A

Assessments - 100%

Equal P&I - Rate Sufficient to Pay 105% Debt Service

Assessments

Date	Principal	Coupon	Interest	Total P+I
12/31/2016	37,244.03	2.900%	12,325.00	49,569.03
12/31/2017	38,324.11	2.900%	11,244.92	49,569.03
12/31/2018	39,435.51	2.900%	10,133.52	49,569.03
12/31/2019	40,579.14	2.900%	8,989.90	49,569.04
12/31/2020	41,755.93	2.900%	7,813.10	49,569.03
12/31/2021	42,966.86	2.900%	6,602.18	49,569.04
12/31/2022	44,212.89	2.900%	5,356.14	49,569.03
12/31/2023	45,495.07	2.900%	4,073.96	49,569.03
12/31/2024	46,814.42	2.900%	2,754.60	49,569.02
12/31/2025	48,172.04	2.900%	1,396.98	49,569.02
Total	\$425,000.00	-	\$70,690.30	\$495,690.30

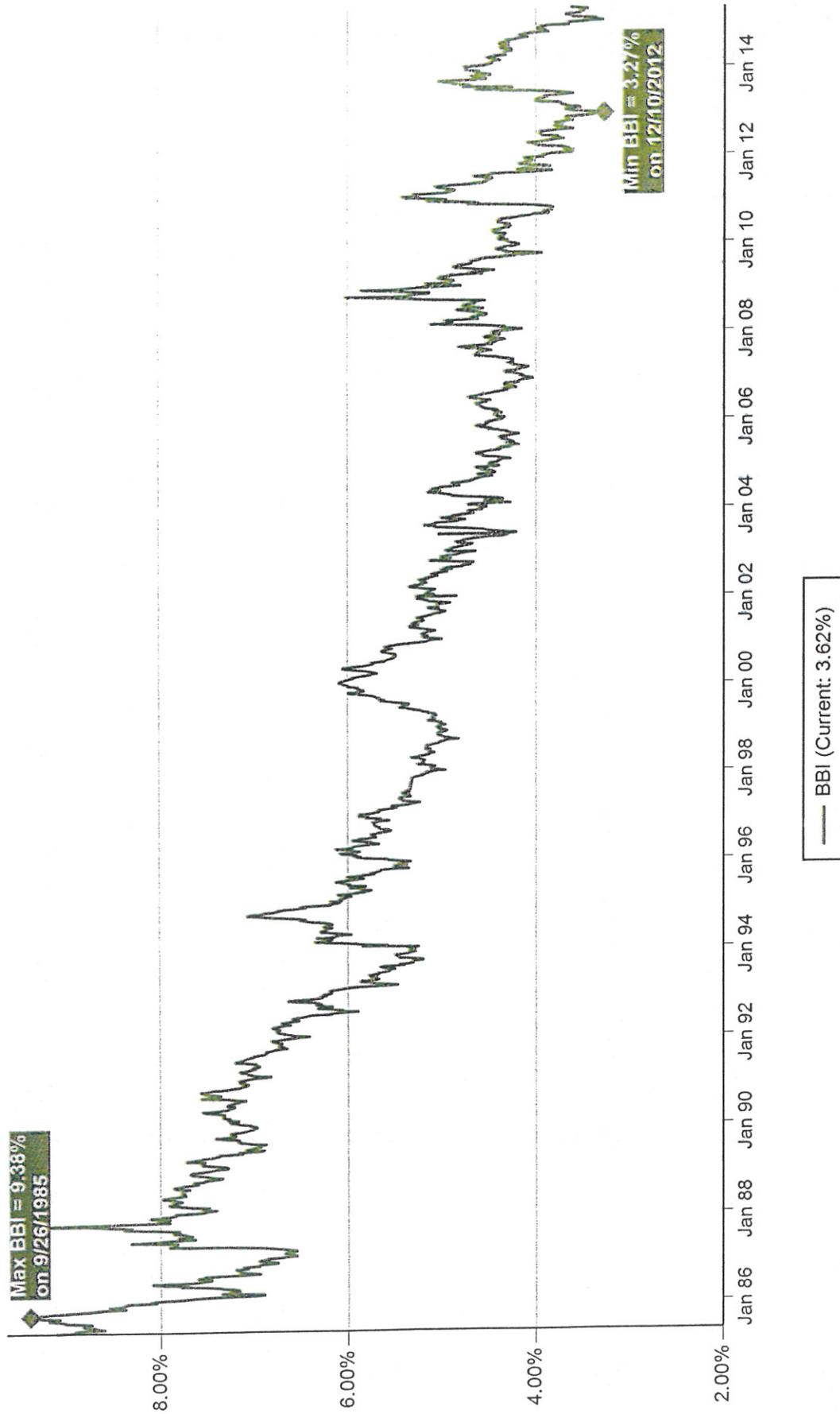
Significant Dates

Filing Date	1/01/2016
First Payment Date	12/31/2016



30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates May, 1985 - May, 2015



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer



EHLERS
LEADERS IN PUBLIC FINANCE

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: SunShare Letter of Intent
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

A motion authorizing the Mayor's signature on the Non Binding Letter of Intent with SunShare.

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

City Council had a presentation from SunShare at the work session on April 27. City Council wants to further explore the possibility of a subscription to Community Solar Power program. In order to explore the program further the City can enter into a non binding letter of intent which will provide additional information for the Council. Staff is requesting a motion authorizing the Mayor's signature on the Non Binding Letter of Intent with SunShare.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses:</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Other _____</p>
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Approved _____	Denied _____	Tabled _____	Other _____
Resolution No. _____		Ordinance No. _____	

Attachment A: Subscription Reservation Letter

NON-BINDING LETTER OF INTENT
Reservation for Subscription to a SunShare Community Solar Garden

April 21, 2015

Ms. Luayn Ruch-Hammond
City Administrator
City of Mayer
413 Bluejay Avenue, PO Box 102
Mayer, MN 55360

Dear Ms. Ruch-Hammond,

SunShare is excited that you have expressed interest in subscription to our Community Solar program in Minnesota and we look forward to moving forward with you as a subscriber.

This letter of intent sets forth the basic terms and conditions under which you would enter into a subscription agreement with SunShare, LLC for 78 kW of solar electricity at a per kWh price of _____ with an annual escalator rate of _____% for 25 years.

This letter is not a formal or binding agreement for you nor for SunShare. However, it reflects both of our intentions to enter into a binding agreement for your subscription to one of our Community Solar gardens within the next 30 days.

If the above arrangement is acceptable, please sign below and return a copy to the address below.

We look forward to continuing discussions with you!

Sincerely,



Matthew Bowers
Director of Commercial Sales
mbowers@mysunshare.com
970-658-7490

SunShare, LLC

the City of Mayer

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____



609 S. 10th Street, Suite 210
Minneapolis, MN 55404
612.345.8881

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Approval of Bid for Sand Volleyball Courts
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

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

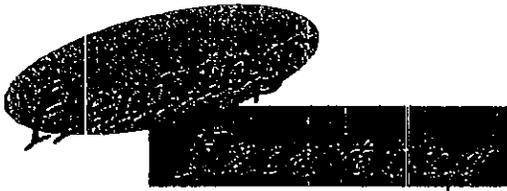
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*
 A motion awarding the sand volley ball construction to Dalchow Construction in the amount of \$14,790.00 and the additional equipment in the amount of \$2,948.00 for a total cost of \$17,738.00.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*
 City Council had requested that Staff get two more quotes for construction of the sand volley ball courts. City staff contacted Henning Construction and Burns Excavating. The City has received additional quotes from both. Below are the contractors and the amounts of their quote.

Dalchow Construction	\$14,790.00
Henning Construction	\$16,150.00
Burns Excavating	\$23,400.00

he apparent low bid is Dalchow Construction in the amount of \$14,790.00. The Park Board is also requesting to purchase poles, nets and the installation of the poles in the amount of \$2,948.00. A motion awarding the sand volley ball construction to Dalchow Construction in the amount of \$14,790.00 and authorizing the purchase of the poles, nets and the installation of the poles in the amount of \$2,948.00 for a total project cost of \$17,738.00.

FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		Other	
Budget Information:			
<input type="checkbox"/> Budgeted	<input type="checkbox"/> Non Budgeted		
<input type="checkbox"/> Amendment Required			
Approved _____	Denied _____	Tabled _____	Other _____
Resolution No. _____		Ordinance No. _____	



Dennis Henning
David Henning

17510 62nd Street
New Germany MN 55367
952-353-2119 or 952-353-2180

BID

Date: 20 15

City of Mayer

Volley Ball Courts		
Digging out and hauling away 170 yds? 30x60 area 2 1/2 ft deep		\$1,530. ⁰⁰
15" washed concrete sand 119 ton in 30x60 area		\$1,785. ⁰⁰
15" 3/4 washed rock 119 ton in 30x60 area		\$3,570. ⁰⁰
Fabric for 30x60 area - leveling rock and sand		\$1,190. ⁰⁰

\$8,075.⁰⁰
x 2

\$16,150

EXCAVATING*GRADING*LAND CLEARING
GRAVEL, DIRT & ROCK HAULING* FARM DRAINAGE SYSTEMS

SHAWN DALCHOW EXCAVATING, INC.
 15995 Hwy. 7
 Mayer, MN 55360

Estimate

Date

3/25/2015

Name / Address

City of Mayer
 413 Bluejay Ave.
 Mayer, MN 55360

Job

Description	Qty	Cost	Total
Volley Ball Courts 30' x 60' x 2.5'deep Dig out dirt and haul away 24 loads		2,940.00	2,940.00
15" Washed Sand 13 loads		3,575.00	3,575.00
15" Washed Rock 3/4" 13 loads		6,825.00	6,825.00
Fabric equipment and labor to level rock and sand		1,450.00	1,450.00
Subtotal			\$14,790.00
Sales Tax (6.5%)			\$0.00
Total			\$14,790.00

Burns Excavating, Inc
3470 County 21
Mayer MN 55360

Estimate

Date	Estimate #
5/1/2015	2531

Name / Address
City of Mayer 413 Bluejay Avenue PO Box 102 Mayer, MN. 55360

Description	Qty	Cost	Project
			Volleyball Courts
			Total
Volley Ball courts 30'x60'x2.5' deep; dig out dirt and haul away 24 loads		5,400.00	5,400.00
15" washed sand - 13 loads		3,500.00	3,500.00
15" washed rock 3/4" - 13 loads		7,000.00	7,000.00
Fabric equipment and labor to level rock and sand		7,500.00	7,500.00
Thank you for your business.			Total \$23,400.00

Signature _____

Phone #	Fax #
952-955-3112	952-955-5071

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Resolution 5-11-2015-20 Appointment of Administrative Intern
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

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

RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED *(Include motion in proper format.)*
 A motion approving resolution 5-11-2015-20 Appointment of Meagan Donahue as an Administrative Intern for the City of Mayer with an effective date of May 13, 2015.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*
 City Council has been discussing the shortage of office staff and had budgeted funds for additional staff in the 2015 budget. Council budgeted for 16 hours a week for 39 weeks @ \$10 per hour for a total of \$6,525. An opportunity to apply for a grant for an intern was presented to the Council. Council had directed the City Administrator to apply for the grant with MCMA. The City has received notice from MCMA that the City's request was not awarded.
 Staff then contacted Professor Porter at the Urban and Regional Studies Program at Mankato State University for a possible list of candidates for an intern position. She provided the city with the name of Meagan Donahue. Personnel Committee interviewed Ms. Donahue on Monday, May 4, 2015 and is recommending to the City Council to appoint her as an Administrative Intern with a start date of Wednesday, May 13, 2015 for 16 hours a week at a pay rate of \$10.50 per hour. With the start date of May 13 leaves only 34 weeks in the year times the 16 hours at a pay rate of \$10.50 would be a total of \$5,712.00 which is within the City's budget.
 Attached is Ms. Donahue's resume and the resolution appointing her as an administrative intern. A motion approving resolution 5-11-2015-20 Appointment of Meagan Donahue as an Administrative Intern for the City of Mayer with an effective date of May 13, 2015.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: _____</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Other _____</p>
<p>Approved _____ Denied _____</p> <p>Resolution No. _____</p>	<p>Tabled _____ Other _____</p> <p>Ordinance No. _____</p>

Luayn Ruch-Hammond

From: Susan Arntz [sarntz@waconia.org]
Sent: Friday, April 17, 2015 6:09 AM
To: Luayn Murphy City of Mayer (cityadmin@frontiernet.net)
Subject: Update on MCMA Intern Program Selection

Thank you for submitting an application for the MCMA Intern Program. Unfortunately, your jurisdiction was not selected this year. We received 14 applications from cities and counties across the state. All the applications were interesting and suggest intriguing work to be done in your community. We did select three jurisdictions to receive the grants:

- City of Howard Lake
- Renville County
- City of Wayzata

Again, thank you for your application!

Susan

Susan MH Arntz, ICMA-CM
City Administrator
City of Waconia
201 South Vine Street
Waconia, MN 55387
Office: 952-442-2184
Direct: 952-442-3100
www.waconia.org



City of Mayer
Resolution No. 5-11-2015-20

Resolution Regarding Employment of Meagan Donahue

WHEREAS, the City of Mayer made the decision to utilize the services of an administrative intern,

WHEREAS, the City solicited names from the Urban and Regional Studies Program for an Administrative Intern from Minnesota State University, and

WHEREAS, the Urban and Regional Studies program provided the name of Meagan Donahue; and

WHEREAS the personnel committee interviewed Ms. Donahue on Monday, May 4; and;

WHEREAS, the personnel committee is recommending an hourly wage for Meagan Donahue at \$10.50 per hour;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mayer, Minnesota, that Meagan Donahue is appointed to the position of Administrative Intern for the City of Mayer with a start date of Wednesday, May 13, 2015 at \$10.50 per hour.

Adopted by the City Council of the City of Mayer, Minnesota this 11th day of May, 2015.

Gerald W. Thomas, Mayor

ATTEST: _____
Lois Maetzold, City Clerk

MEAGAN A. DONAHUE

207 West Ridge RD | Mayer, MN 55360 | (952)300-1247 | Meagan.Donahue@mnsu.edu

OBJECTIVE

Find a job with city government

EDUCATION

Urban and Regional Studies, Bachelor of Science

Minnesota State University, Mankato May 2014

Bachelor Degree in Urban and Regional Studies

Minor Degree in Sociology

Courses taken: Economic Development, Urban Analysis, Public Information and Involvement, Urban Management/Planning, Sustainable Communities, Introduction GIS, Intermediate GIS, Urban Transportation, Urban Historic Preservation, Environmental Planning

SKILLS & ABILITIES

- Microsoft Word, Microsoft Excel, Microsoft PowerPoint
- GIS

EXPERIENCE

City Administrative Intern

City of Winsted, Minnesota – May 2013-July 2013

- Work alongside Brad Martens
- Assist in writing new City ordinances
- Attend various meetings – City Council, OSHA
- Assisting with City Clerk duties

Bartender/Server/Manger assistant

Charlie's Town Course Grill – July 2013-Present

- Customer Service
- Tidiness
- Running cost reports
- Employee scheduling

Teller

TCF Bank – October 2014-Present

- Customer assistance – running transactions
- Responsible for balancing cash drawer and vault

AWARDS & ACHIEVEMNTS

- Dean's list at Minnesota State University, Mankato

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Fire Station Feasibility Study
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

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

City Council had a presentation from Brunton Architects at the January 27 work session on the issue of a feasibility study for a new fire station. At the February 9, 2015 Council Meeting City Council approved the feasibility study with the understanding that grant funds would be used to pay the fee for the study. The Council also, requested a scope of work at the February 9, 2015 Council meeting. Attached is Brunton Architects scope of work or proposal for site selection and feasibility study. The total cost of the study is for \$9,500. Staff contacted Tim Auringer at Brunton Architects to find out if the study was going to be funded by grants. Mr. Auringer replied that AgStar has a grant available for \$5,000 and the possibility of other grants. He also states the City will need to fund a portion of the feasibility study. Staff is requesting Council discussion on the cost of the feasibility study and if the scope of work meets the Council's expectations. After Council discussion a motion directing staff on the Proposal from Brunton Architects.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: _____</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>_____</p> <p>Other _____</p>
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<p>Approved _____</p> <p>Resolution No. _____</p>	<p>Denied _____</p>	<p>Tabled _____</p> <p>Ordinance No. _____</p>	<p>Other _____</p>
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Luayn Ruch-Hammond

From: mayerfd [mayerfd@frontiernet.net]
Sent: Monday, May 04, 2015 9:12 AM
To: cityadmin@frontiernet.net
Subject: FW: Mayer Fire Station Feasibility Study Proposal
Attachments: Mayer Feasibility Study 4-29-15.pdf

THIS IS WHAT THE STUDY FOR THE STATION WOULD BE YOU CAN CALL ME OR TIMOTHY AURINGER AT BRUNTON WITH ANY QUESTIONS
I ALSO HAVE RECEIVE RYAN VAN DERWATER PHYSICAL AND HE IS OK TO JOIN THE FIRE DEPT.

From: Tim Auringer [mailto:tim@bruntonarchitects.com]
Sent: Wednesday, April 29, 2015 5:27 PM
To: Mayerfd@frontiernet.net
Cc: Todd Meyhoff
Subject: Mayer Fire Station Feasibility Study Proposal

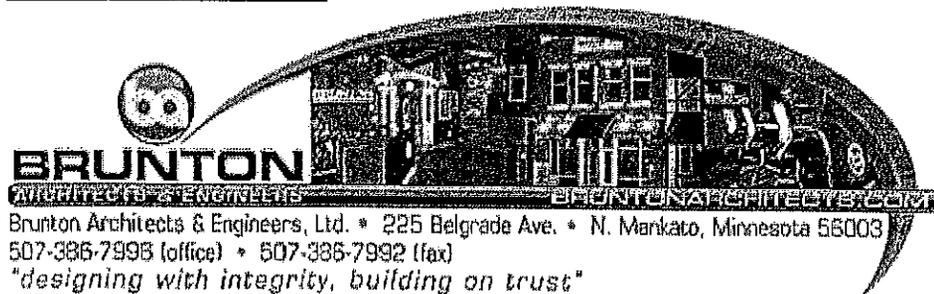
Rod,

Attached is a proposal for Site Selection and Feasibility study services that you have discussed with Todd Meyhoff and me. I tried to list all the items so you can clearly see what we will be providing the associated cost for the work items. We have planned for four meetings in Mayer to review and discuss your sites and space needs.

Let me know if you have any questions regarding the proposal. We hope that we can help you move your project forward and anticipate helping the city of Mayer and the Fire Department throughout the process.

Thanks again,

Tim Auringer
Project Manager
tim@bruntonarchitects.com
www.bruntonarchitects.com



Luayn Ruch-Hammond

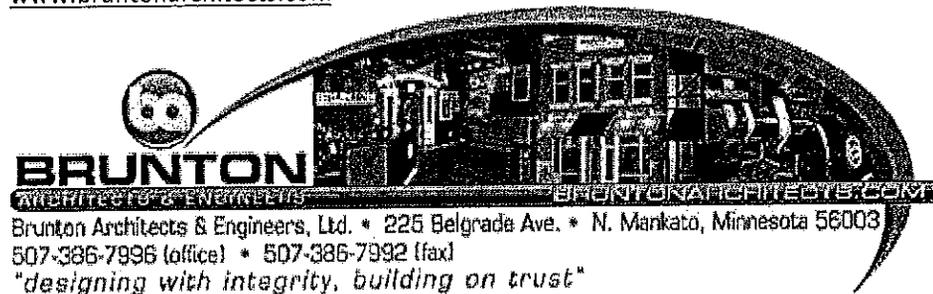
From: Tim Auringer [tim@bruntonarchitects.com]
Sent: Monday, May 04, 2015 1:29 PM
To: 'Luayn Ruch-Hammond'
Subject: RE: Mayer Fire Department Proposal.

There is an opportunity to acquire some grant money for the feasibility study. The question would be how much can be expected. Agstar has a grant that pays a maximum of \$5000 for feasibility studies. We will need to see if there are other sources to go after. So there will be some amount that the city will have to fund as well.

Let me know if this helps or if you have any other questions.

Tim Auringer

Project Manager
tim@bruntonarchitects.com
www.bruntonarchitects.com



From: Luayn Ruch-Hammond [mailto:cityadmin@frontiernet.net]
Sent: Monday, May 04, 2015 1:24 PM
To: tim@bruntonarchitects.com
Subject: Mayer Fire Department Proposal.

Tim,
Was the funding for this coming from grants?

Luayn Ruch-Hammond
City Administrator
City of Mayer
952-657-1502

MAYER CITY COUNCIL MEETING MINUTES – FEBRUARY 9, 2015

Call Regular meeting to order at 6:30 p.m. by Mayor Gerry Thomas

PRESENT: Mayor Thomas, Council Members Stieve-McPadden, Boder, Osborn and McNeilly

ABSENT:

STAFF: City Administrator Ruch-Hammond and Clerk Maetzold

ALSO PRESENT: Don Wachholz, Ivan Raconteur, Ethan Groothuis, Rod Maetzold, Anthony Will and Ron Hoese.

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

MOTION was made by Council Member Stieve-McPadden with a second by Council Member Osborn to approve the agenda with the following additions: 1) Christopher Reeves Grant; 2) Agreement with Carver County for temporary storage at old creamery. Motion Carried 5/0

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

After questions, a MOTION was made by Council Member Osborn with a second by Council Member McNeilly to approve the Consent Agenda as corrected. Motion Carried 5/0.

1. Approval of the Minutes for the January 26, 2015 Regular Council Meeting.
2. Approval of the Minutes for the January 26, 2015 Work Session.
3. Approval of the Minutes for the January 12, 2015 Mayer Community For A Lifetime Commission Meeting.
4. Approval of the Minutes for the September 16, 2014 EDA Meeting.
5. Approval of the Additional Claims for February 2015.
6. Approval of the Check Summary for the Month of January 2015.
7. Approval of Resolution 2-9-2015-7 Acceptance of 10% Donations
8. Approval of the LG510 Annual Report 10% Lawful Gambling Contribution Fund.
9. Approval of the Sheriff's Department Report for the Year ending 2014.
10. Approval of the Building Permit Report for Month ending January 2015.
11. Approval of the Fire Department Report for the month ending January 2015.
12. Approval of the EDA by-laws.
13. Approval of the Mayer Senior Commission for a Lifetime name change.
14. Approval of the Mayer Community for a Lifetime Commission by-laws.
15. Approval of the 2015 Liquor Licenses.

CITY ADMINISTRATOR

1. **Approval for Brunton Architects to Solicit Grants for Fire Station Feasibility Study** – After some discussion, a MOTION was made by Council Member Stieve-McPadden and seconded by Council Member Osborn authorizing Brunton Architects to solicit funds for the purpose of conducting a feasibility study for the Mayer Fire Department. If funds are secured, the feasibility study will be approved at a future Council Meeting. Motion Carried 3/2 (Boder & McNeilly)

April 29, 2015



Rod Maetzold, Fire Chief
Mayer Fire Department
413 BlueJay Avenue
Mayer, MN 55360-0102

RE: Feasibility Study services for a new Fire Station - Mayer, MN

Dear Rod:

Thank you for your time to discuss the feasibility study services that the City of Mayer is requesting for the planning of a new fire station facility. The purpose of this letter is to help define and clarify the scope of services that will be provided by Brunton Architects & Engineers.

Based upon our understanding of the project, the following scope of services will be provided by Brunton Architects & Engineers.

1. Evaluation of up to three potential project sites. An aspect ratio study to determine circulation and flow of traffic on site will be performed for each site.
2. Each site will be ranked in order of preference utilizing a selection criteria prepared by Brunton Architects & Engineers in coordination with city staff. Items included in selection criteria will likely include location, size, purchase cost, avoidance of barriers, safety, etc.
3. Meeting with the Fire Committee to prepare programming and a Space Needs Assessment. This will include two meetings with the committee and the preparation of a report of the findings based upon input received at the meetings.
4. Up to three block diagrams will be prepared to address the needs expressed in the previous work item. These block diagrams will be presented to the committee electronically for review and comment. It is intended that one of the concepts will be selected as the desired layout. The concept will be placed on the selected site to confirm the adequacy, orientation and visibility of the property.
5. A Statement of Probable Cost will be prepared based upon the selected layout and rendering. This will give a preliminary indication of the anticipated budget needs for the desired facility. Please note: The construction bidding market has been experiencing a dramatic cost increase recently. An inflationary factor and construction escalator will need to be included if the project is constructed in 2016 or later.
6. A presentation to the City Council to explain and highlight the information generated above will be scheduled upon completion of the work.

The following items will be needed from the City to assist in the successful completion of the site evaluations and concept planning. Your city engineer may be able to assist in compiling this information.

1. Provide Google map images of each site showing the area, including a minimum of three blocks around each site, and identifying road types and traffic intensities.
2. Prepare and provide a buildable limit plan in CAD format for each site showing the locations of property corners, setbacks, easements, utilities, etc.
3. Provide a general indication of the topography of each site. Include multiple photographs of each site. Use of digital topographic data is acceptable at this time.

The total fee for services listed herein shall be:

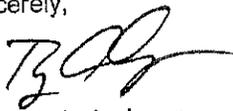
Site evaluations	\$2,145.00
Rank sites	\$1,105.00
Programming/Space Needs Meetings	\$2,075.00
Block Diagrams	\$2,340.00
Cost Estimate	\$1,250.00
Council Presentation	\$585.00

The total fee for services listed herein shall be \$9,500.00.

Upon your review and approval, please sign the authorization below so the work can be scheduled by our office. We will contact you to determine a start date for the work and some dates that can be planned for meeting with the Fire Committee to begin the Space Needs Analysis.

Thank you again for the opportunity to present this proposal for your consideration. Please feel free to give me a call with any questions or concerns regarding the information contained in this letter.

Sincerely,



Timothy A. Auringer
Project Manager
Brunton Architects & Engineers, LTD.

Signature of Authorization / Date

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Coupon Recycling Program for 2015
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

A motion approving the coupon recycling program for 2015.

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

For the past several years the City has offered its residents a recycling coupon that can be redeemed at the Douglas Kugler site in Watertown. The coupon is good toward recycling of or appliances, computers ect. The coupon is one coupon per household and is in the amount of \$10.

The number of recycling coupons that have been redeemed for the past three years are the following:

Year	Number redeemed
2012	35
2013	17
2014	26

Staff is requesting approval of the coupon recycling program for 2015.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses:</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Other _____</p>
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<p>Approved _____</p> <p>Resolution No. _____</p>	<p>Denied _____</p>	<p>Tabled _____</p> <p>Ordinance No. _____</p>	<p>Other _____</p>
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REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Approval of Purchase of Speed Sign and Additional Patrol
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

A motion authorizing staff to purchase a digital speed sign in the amount of \$3,295.00 and days and times of additional patrol.

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

Jake Hodge Carver County Sheriff's Deputy has proposed the attached plan to deal with the road construction detours. Deputy Hodge is recommending that the City contract with the Sheriff's Department for speed control and to purchase a digital speed control sign. Staff had a weekly construction meeting with Hesselton Construction on Friday, May 8, 2015 because of the rain and the delay in Frontier Communications moving their fiber optic the date for the roundabout detour has been changed to Tuesday, May 26, 2015. The change eliminates the issues of dealing with Zion School still be in session and Memorial Day weekend. However, Council may still want to consider adding additional patrols and the purchase of the digital speed sign. First, Staff is recommending the Council consider adding patrols the first week of the detour which starts May 26. City Council will need to consider the time of day and length that you would like to see the additional patrol. The Council can specify that this be for speed control and fund it as a traffic only detail. The time when additional patrol would seem appropriate is between the hours of 6:00 – 9:00 AM and then in afternoon from 3:00 – 6:00 PM. Or other times that the Council deems appropriate. The cost to contract is \$57.14 per hour, three hours of patrol time would cost \$171.42. The second item that Deputy Hodge is recommending to the City is to purchase a digital speed sign. Attached is the cost for a digital speed control sign with 12" lettering and it is operated with solar power. The amount of the digital sign is \$3,295.00. Deputy Hodge thinks the purchase of the digital sign could be used at other times in the City. Staff is also recommending the purchase of the digital speed sign in the amount of \$3,295.00 and also Council direction on the additional patrol.

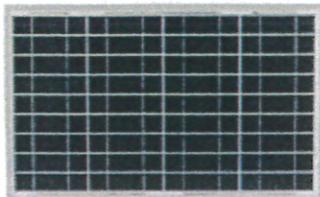
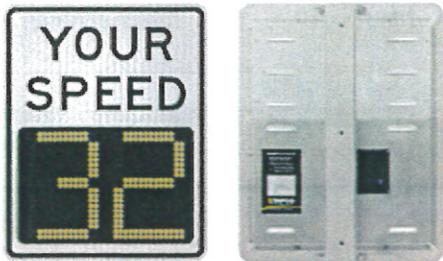
FINANCIAL IMPLICATIONS:	ADVISORY BOARD RECOMMENDATIONS:
Funding Sources & Uses:	
Budget Information:	
<input type="checkbox"/> Budgeted <input checked="" type="checkbox"/> Non Budgeted <input type="checkbox"/> Amendment Required	
	Other

Approved Denied Tabled Other
 Resolution No. _____ Ordinance No. _____



The k

1-800-236-0112



[Enlarge Image](#)

12" Character Economy 7 Segment BlinkerRadar™ LED Radar Driver Feedback Sign

TAPCO SKU: 2180-SEDFB12-55-W

Price: \$3,295.00

Power Source: [55 Watt Solar Panel](#)

Sheeting Color: [White](#)



BlinkerRadar Feedback Sign, 12" Display, White, 7-Segment Display, 30Ah Built-in Battery, 60W Solar

Specifications for selected SKU: 2180-SEDFB12-55-W

Power Source	55 Watt Solar Panel
Sheeting Color	White
Character Height	12 inches
Wattage	55 Watts
Display	7 Segment (Numerals Only)
LED Color	Amber
Display Height	12 in
Housing Width	24 in
Housing Height	30 in
Legibility Distance	600'
Speed Display Range	5 mph - 40 mph (can display up to 99 mph)
Data Collection	No
Warranty	3 Years

DISCLAIMER: Specifications are subject to change without notice. For additional specifications and details, please contact us!

User Guide

[user-guide.pdf](#) | file size: 972.85 KB



Mayer Traffic Plan Summer of 2015

It's come to that time of the year again **ROAD CONSTRUCTION**. This is going to be an interesting year for traffic coming and going thru Mayer, with several roads in the area under construction. I believe Mayer is going to be more travelled thru this summer than in years past. The Sheriff's Office and the City of Mayer are aware of the changing traffic patterns for this summer. This is a list of what is going to be seen happening in the area.

1. Sheriff's Office Patrols are going to be increasing on Blue Jay Avenue, and Hwy 25 on May 18th the start of the Hwy 25 Roundabout project at 7th street and Hwy 25.
2. The Sheriff's Office speed trailer has been requested for use during this time.
3. A Minnesota State grant of TZD patrol for Mayer is going to be conducted near Memorial Day Weekend in the City of Mayer focusing on speed and seatbelts.
4. The City of NYA is willing to allow the City of Mayer to borrow their new digital speed sign on May 18th thru June 8th, contingent on signs being insured or responsible for damage through the City of Mayer.

Request List from the City of Mayer:

1. Purchase a Speed Sign for the City, which could be used during the construction process and after. I believe this would be a small investment with huge returns to help with speeds in the city.
2. Fund a **traffic only detail** from the Sheriff's Office to enforce speed limits in these construction areas.
3. The City Maintenance worker to place the Sheriff's Office speed trailer in the requested areas, and store speed trailer in safe location.

Request list from Carver County and the State.

1. That the County and State place proper construction signs on Co. Rd. 30, Co. Rd. 23, Hwy 25 and Hwy 7.
2. Assist the City with proper speed signs.

CONSTRUCTION ROUTE NEXT PAGE.

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Waive of Building Permit Fees
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

A motion waiving the building permit fees for the signs at 255 Ash Avenue North in the amount of \$110.00.

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

The EDA is recommending that the City Council waive the building permit fees for the sign permits at 255 Ash Avenue North. This request is for the new business, Ruby's Roost.

The owner of the building is proposing to change out the skin of the existing sign. Also, the new business occupants would like to add signage to the front of the building.

The request is for the City to waive the building permit fees. The cost for a building permit for a sign is \$50.00 plus the \$5.00 state surcharge for a total of \$55.00. This would be \$110 for both signs.

Attached are the examples of the proposed signage.

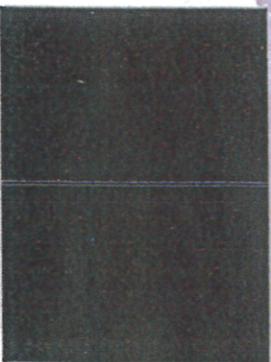
The EDA is recommending to the City Council is to waive the \$55.00 permit fee for both the building owner and the new business for a total of \$110.00.

FINANCIAL IMPLICATIONS:		ADVISORY BOARD RECOMMENDATIONS:	
Funding Sources & Uses:		EDA recommends approval	
Budget Information:			
_____ Budgeted	_____ Non Budgeted		
_____ Amendment Required		Other _____	
Approved _____	Denied _____	Tabled _____	Other _____
Resolution No. _____		Ordinance No. _____	

Wall Sign:
47.75 x 38.875
Omegabond w/digital print



Window Vinyl:
Digital Print (oval)
White first-surface vinyl text.



OPTION B

48.00 in

96.00 in



Cover Existing Sign

Qty. 1) Digitally
Printed Router Cut
3mm OmegaBond
Overlay for
Existing Sign

I have verified the accuracy of colors, layout, quantities, sizes, spellings & wording. I hereby authorize release to production according to this approved schematic.

Approved As Is:

Production Will Not Begin Until Signed Approval Is Faxed Back.

Revise & Resubmit:

COLOR DISCUSSIONS: Due to variances among color monitors and printers, the colors that appear on your screen or as printed may not be exact.

Drawing Not To Scale!

Drawing Date: 03.24.15

Customer:
Hartman Communities

Sales / Project Manager:

Jim Abrahamson

952.928.9135 - Jim.A@Sign-Source.com

Customer Service Representative:

Justina Sleeper

952.928.9135 - Justina.S@Sign-Source.com

Designer:

Tom Schommer

tom@sign-source.com

Order / Est. #:

36946

File Name:

36946 Hartman - Founders Sq.ai

File Location:

A-Z Tom's Mac

Fonts:

Rev: 20 | Revision Notes

Rev: 2: Revision to Design 8

Rev: 1:

Rev: 4:

Rev: 5:

Rev: 6:

Rev: 7:

Rev: 8:

Rev: 9:

Rev: 10:



7660 Quattro Drive
Chanhassen, MN 55317
www.sign-source.com
FAX: 952.908.9153

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REQUEST FOR CITY COUNCIL ACTION

Meeting Date:		May 11, 2015					
Item Name:		Advertising for Mayer Car and Cycle Show					
Originating Department:		Administration					
Presented by:		Luayn Ruch-Hammond					
Previous Council Action (if any):							
Item Type (X only one):		Consent		Regular Session	<input checked="" type="checkbox"/>	Discussion Session	
RECOMMENDATIONS/COUNCIL ACTION/MOTION REQUESTED (Include motion in proper format.)							
A motion authorizing the funds from the EDA to be used for advertising in the amount of \$260.							
EXPLANATION OF AGENDA ITEM (Include a description of background, benefits, and recommendations.)							
EDA is recommending that the City authorize \$260 in funds for advertising of the Mayer Car and Cycle Show. The funds will be used to purchase shirts for the 3 workers and for business cards and magnets. A motion authorizing the funds from the EDA to be used for advertising in the amount of \$260.							
FINANCIAL IMPLICATIONS:				ADVISORY BOARD RECOMMENDATIONS:			
Funding Sources & Uses:				Other			
Budget Information:							
_____ Budgeted							
_____ Non Budgeted							
_____ Amendment Required							
Approved _____		Denied _____		Tabled _____		Other _____	
Resolution No. _____				Ordinance No. _____			

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Mayer Community for a Lifetime Commission Resignation
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

A motion accepting the resignation of Janet Vierling from the Mayer Community for Lifetime Commission and authorizing staff to advertise for the vacancy on the Commission.

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

Staff has received notice that Janet Vierling has resigned her position on the Mayer Community for a Lifetime Commission effective July 1, 2015. Staff would recommend that Council accept the resignation and authorize staff to solicit applicants for the position.

FINANCIAL IMPLICATIONS:

Funding Sources & Uses:

Budget Information:

_____ Budgeted

_____ Non Budgeted

_____ Amendment Required

ADVISORY BOARD RECOMMENDATIONS:

Other _____

Approved _____ **Denied** _____ **Tabled** _____ **Other** _____
Resolution No. _____ **Ordinance No.** _____

May 4, 2015

Janet Vierling
5127 Harvest Curve
Mayer , MN 55360

City of Mayer
Mayer Community for a Lifetime Commission
413 Bluejay Avenue
Mayer, MN 55360

Dear Mayer Community for a Lifetime Commission:

I giving my resignation due to the fact I will be moving to Florida, July 1, 2015.

I will miss being on the board and wish all of you a happy life.

Sincerely,

A handwritten signature in cursive script that reads "Janet Vierling".

Janet Vierling

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Approval of Railings at Community Center
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

A motion awarding the work for the railing installation to Vos Construction in the amount of \$2,557.00

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

It has been brought to the City's attention of a potential safety issue. The units on the upper roof should have railings along the south side of the building roof to prevent employees and contractors from falling off of the building when servicing the heating and air conditioning units. Also, a ladder should be installed from the lower roof to the upper roof.

City Staff solicited two quotes for the installation of the railings and the ladder. One from Maetzold homes in the amount of \$4,000 and the other from Vos Construction in the amount of \$2,557.00.

Staff is requesting Council direction because the line item for Capital Outlay in the Community Center only has \$2,475.99 remaining of which \$975.00 will need to be paid from the line item for repairs to the bathroom floor drains. The balance will be \$1,500.99 The reason for the balance is the large expense of the replacement of the heating and air conditioning units this line item will be over the budgeted amount. Because of the safety issue staff is recommending that the work be completed and be awarded to Vos Construction be awarded the work in the amount of \$2,557.00.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: _____</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>_____</p> <p>Other _____</p>
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Approved _____	Denied _____	Tabled _____	Other _____
Resolution No. _____		Ordinance No. _____	

Revenue/Expenditure
Audit Detail Full

Audit 2015

Fund 100 GENERAL FUND

Expenditure

E 100-41940-500 Capital Outlay (GENERAL)

Budget		Encumbered	Total Year	Balance	Debit	Credit	
	\$15,000.00		\$0.00	\$2,475.99		\$12,524.01	
Vendor SearchNam		Invoice	-----Check-----	Batch Name			
Comments		Refer	PO		Begin		
3March						\$0.00	
3 2015	Pay	BSN SPORTS, INC.	96689387 018558	3/9/2015 03/09/15 PAY	\$2,475.99	\$0.00	
		VOLLEYBALL SYSTEM & BACKB	11394	0			
Total 3March					\$2,475.99	\$0.00	
					Ending	\$2,475.99	
Control Act	100-25300 Unrese	Tota	E 100-41940-500	Capital Outlay	\$2,475.99	\$0.00	
			(GENERAL)				
		In Balance	Total Year	\$2,475.99	Ending	\$2,475.99	
Total	Expenditure				\$2,475.99	\$0.00	
		Fund 100				\$2,475.99	\$0.00

Replacement of Bathroom Floor Drains - 975.00

1,500.99



Quotation

Quote Number:

1571

Quote Date:

Apr 27, 2015

Page:

1

MAETZOLD HOMES INC.

5750 Highway 25, Mayer, MN 55360
 phone 952.657.2139 fax 952.657.1081
 www.maetzoldhomes.com

Quoted To:

City of Mayer
 413 Bluejay Avenue
 Mayer, MN 55360

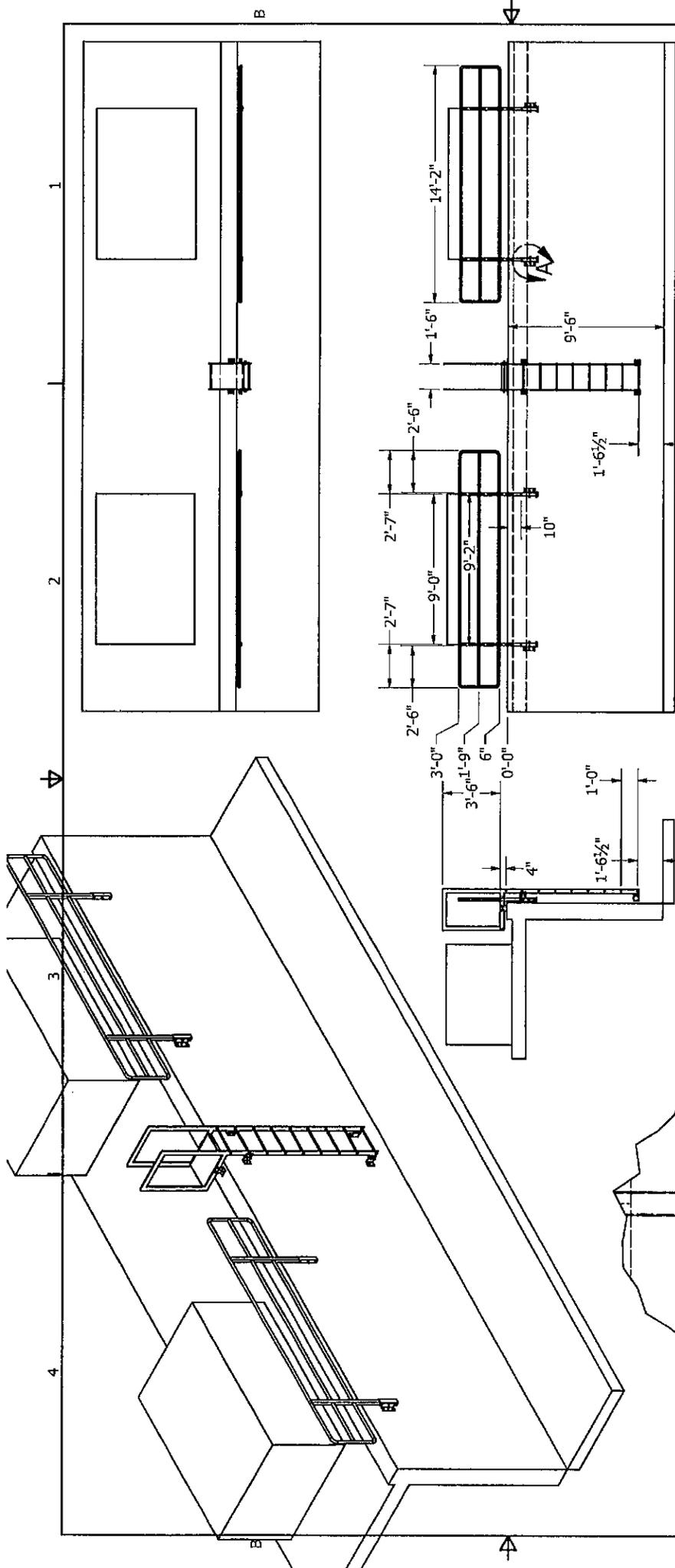
Customer ID	Good Thru	Payment Terms
CITY-MAYER	5/27/15	Net 10 Days

Description	Amount
Project Adress: Mayer Community Center Labor and material to install one roof ladder and two guard railings both with hot dip galvanized finish Quote based on Mayer Roof to Roof Ladder and guard Rails plan dated April 13, 2015.	4,000.00

Customer: _____ Date: _____

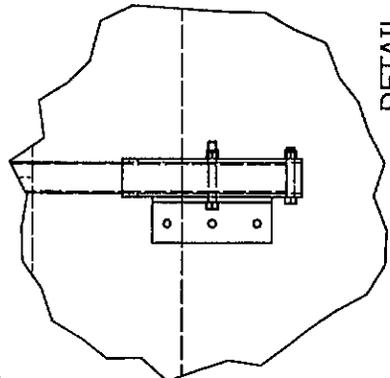
Contractor: _____ Date: _____

Subtotal	4,000.00
Sales Tax	
TOTAL	4,000.00



DRAWN Charlie		4/13/2015		STORMS WELDING & MFG., INC. 513 Lake St. W. (P.O. BOX 76) COLOGNE, MN. 55322 FAX 952-466-2268 PH. 952-466-3343 stormsweldingmfg.com	
CHECKED				TITLE MAYER ROOF TO ROOF LADDER AND GUARD RAILS	
QUANTITY				SIZE B	DWG NO ROOF-LADDER-MAYER-A
MFG				SCALE	SHEET 1 OF 1
APPROVED					
DRAWING TIME					

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DETAIL A
SCALE .125

Luayn Ruch-Hammond

From: Steven Wolter [peakspw@yahoo.com]
Sent: Friday, March 27, 2015 10:11 AM
To: Luayn Ruch-Hammond; Lois Maetzold
Subject: Fw: Mayer Community Center
Attachments: 20150326134533307.pdf

Categories: Red Category

Thank You,
Steven Wolter
Peak Heating & Cooling Inc.
952-474-1725

On Thursday, March 26, 2015 1:47 PM, Scott Vos <scott@vosconstruction.com> wrote:

Hi Steven,

See numbers below... Rough sketch is attached. Primed and painted.

Thank you for the opportunity.

Scott Vos

Vos Construction, Inc. Commercial & Industrial Builders
C: 612.280.8258 | O: 507.326.7901 F: 507.326.3551
19063 371st Ave., Green Isle, MN 55338
www.vosconstruction.com | scott@vosconstruction.com

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From: Steven Wolter [<mailto:peakspw@yahoo.com>]
Sent: Friday, March 20, 2015 9:12 AM
To: Scott Vos
Subject: Mayer Community Center

This is how they want it priced out-

1. Ladder to upper roof Material: \$542 Labor: \$375 -
2. Guardrail for each unit 12'-14' long (42" high, prevent passage of 21" diameter sphere) NEED TO BE REMOVABLE Material: \$1080 Labor: \$560 *#1,640*
3. Guardrail that extends out 4' from wall 12' long with expanded metal to walk on during service Material: \$3198 Labor: \$840 *#4,038*

If you could get me number on these items that would be good for know, I think they are leaning toward 1 & 2 ?

I will attach our Mech code.

Please call me with any questions.

VOS
Construction, Inc
Commercial and Industrial Builders
19063 371st Ave, Green Isle, MN 55338
Ph. 507.326.7901 • fax. 507.326.3551
www.vosconstruction.com

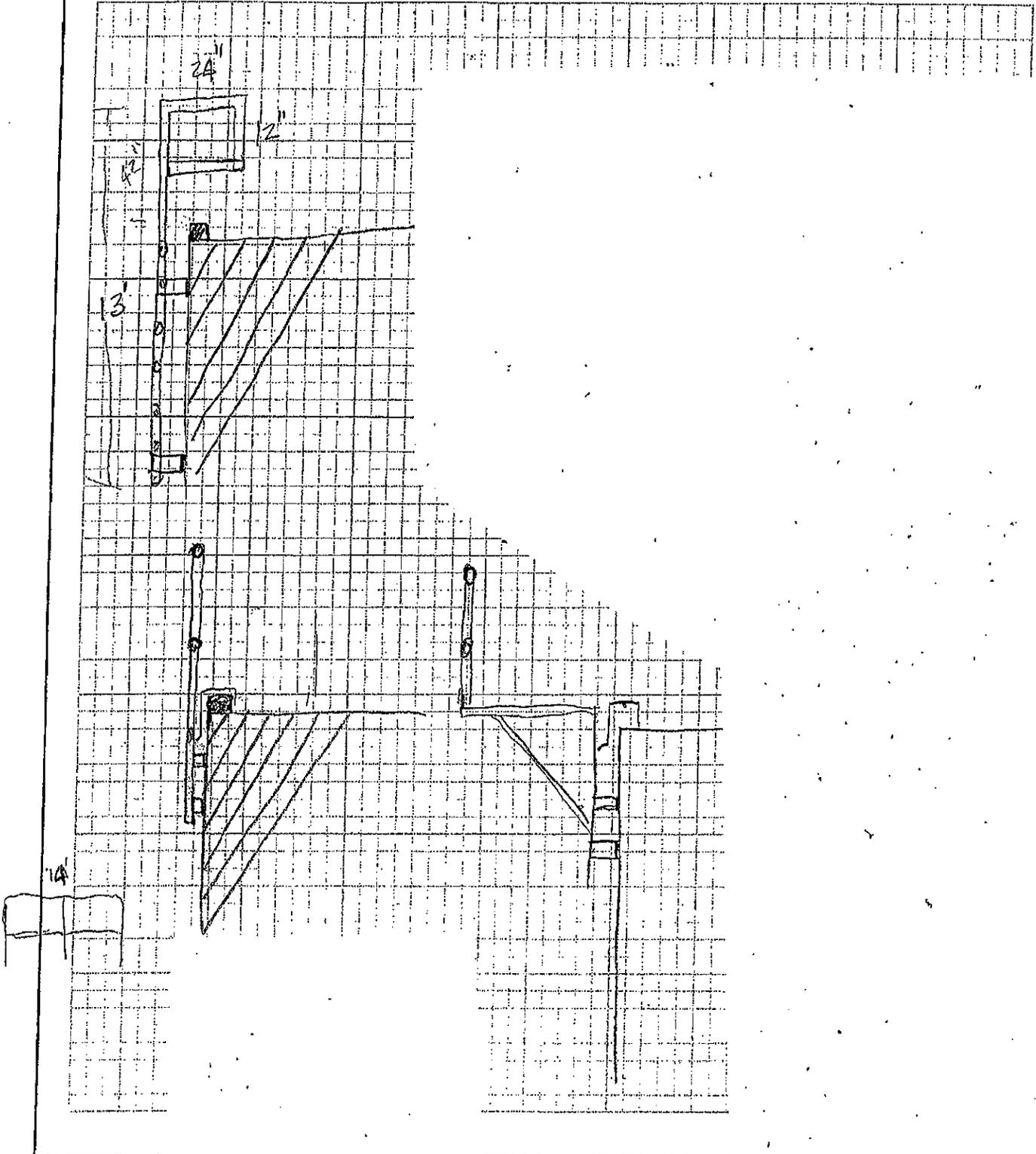
Job:

Location:

Name:

Date:

Scale:





REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 11, 2015
Item Name: Policies
Originating Department: Administration
Presented by: Luayn Ruch-Hammond

Previous Council Action (if any):

Item Type (X only one): Consent Regular Session Discussion Session

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

A motion approving the Pothole Repair Policy and the Sanitary Sewer Policy.

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

This is the continuation of the Council review of the City of Mayer policies. Attached is the Pothole Repair Policy and the Sanitary Sewer Policy. Staff is requesting discussion and any recommended changes and then a motion approving the policies.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: _____</p> <p>Budget Information:</p> <p>_____ Budgeted</p> <p>_____ Non Budgeted</p> <p>_____ Amendment Required</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Other _____</p>
---	--

Approved _____	Denied _____	Tabled _____	Other _____
Resolution No. _____		Ordinance No. _____	

CITY OF MAYER POTHOLE REPAIR POLICY

1. **Introduction**

The City of Mayer believes it is in the best interest of the residents for the city to do the maintenance of its city streets. An important part of street maintenance is the repair of potholes. The city will repair potholes in a safe and cost effective manner, keeping in mind safety, budget, personnel, and environmental concerns. The city will use city employees, equipment and/or private contractors to provide this service. Pothole repair is part of the city's overall pavement management program.

2. **Application**

This policy applies to city streets. It does not apply to other government's roads that go through the city unless there is a specific agreement between the city and that other government.

3. **When will the city repair potholes?**

The Street Maintenance Employee will decide when to conduct pothole repairs but repairs will consist of two elements.

Repair

Each street will be inspected at a minimum of once a year depending on available resources and factors such as weather and other street work that needs to be done. The timing for the repairs will also be based upon those factors.

Response to complaint or accident

An employee will be sent out to inspect any street when the city receives a complaint or notice of an accident or damage involving a pothole.

4. **Criteria for pothole repair**

Not every imperfection in a street surface is necessarily considered to be a pothole in need of repair. The general criteria for repair will be a pothole that is 2 inches or more deep and over 5 inches in diameter. The Street Maintenance Employee or his designated employee will have discretion to decide if a condition is a pothole in need of repair.

5. **How will potholes be repaired?**

Potholes will be repaired temporarily during cold weather with a cold asphalt mix or other means. During cold weather, the repairs will be limited to those determined to be hazardous for motor vehicles. In warmer weather and when hot asphalt mix is available, potholes will be filled with the hot asphalt mix or other means for a more permanent repair.

6. **Priorities and schedule for which streets where potholes will be repaired**

The city has classified city streets based on the street function, traffic volume, and importance to the welfare of the community. The city will repair those streets first that are high volume and high speed routes that connect major sections of the city and provide access for emergency fire, police, and medical services.

The second priority streets are those streets providing access to schools and commercial businesses. The third priority streets are low volume residential streets. The fourth priority areas are alleys and city parking lots.

7. **Weather conditions**

Pothole repairs will be conducted only when weather conditions do not limit the ability to perform the work or when such work would not endanger the safety of city employees and equipment. Factors that may delay repairs are cold temperatures, rain, snow, and ice conditions.

8. **Documentation**

Workers will document all street repairs to potholes that are made under this policy. Records will not necessarily identify each individual pothole, but may show the general street location where repairs were made.

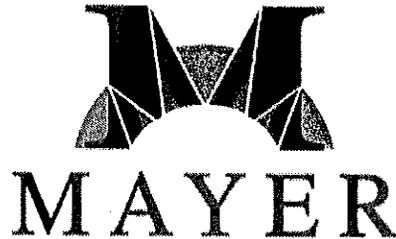
9. **Warning signs or devices**

If the city knows of a pothole in a street and it is not able to repair it, it will consider whether it should use warning signs or devices. Factors that will be examined will be the location of the pothole, how dangerous it is, and whether a warning sign or device would be effective.

ATTEST:

Gerald Thomas, Mayor

Lois Maetzold, City Clerk



SANITARY SEWER MAINTENANCE POLICY

1. Purpose

It is the policy of the City of Mayer to comply with all applicable state and federal regulatory requirements.

The City intends to provide effective and efficient maintenance to its sanitary sewer system by evaluating political, social, safety, and economic concerns, among others. Procedures identified in this policy are intended to maintain the sanitary sewer system to prevent sewer backups. These procedures, when implemented, may also extend the service life of various components of the sanitary sewer system.

The City has 59, 254 feet of public sanitary sewer mains, 279 manholes and three lift/pump stations within its sanitary sewer system. Procedures identified in this policy are intended to maintain the City's sanitary sewer system to prevent sewer backups and to extend the life of the system. The City has developed and implemented this policy that takes into consideration public safety, the City's budget and personnel, environmental concerns, and the cost of implementation versus the benefit to be achieved. The City will use its employees, equipment and/or private contractors to provide this service.

While the City fully intends to meet the guidelines established in this policy, there may be times when this is not feasible. Issues including, but not limited to, budget constraints, critical equipment failure, or weather and other emergencies may prevent the City from meeting the guidelines established herein. The City Council may override provisions established within this policy. Deviations from the goals established in this policy will be documented. The City will use this policy to guide any sanitary sewer maintenance activities to be provided by a contractor or a party other than the City.

2. Routine Maintenance and Inspection Goals

A. Sanitary Sewer Mains

Scope of City's Responsibility - The City will maintain the components of the public sanitary sewer system. This includes sanitary sewer mains, manholes, lift stations, waste water treatment plants, and other components. Private property owners are responsible for the maintenance of sanitary sewer components from their property up to and including the connection to the public system.

Schedule - The City's goal is to inspect and maintain the components of its sanitary sewer system according to the attached schedule.

Equipment - The equipment used to perform maintenance will depend upon the equipment available and its effectiveness as determined by qualified staff.

Television Inspection - The City's sanitary sewer mains will be inspected by television camera in accordance with the attached schedule. Any sewer mains located on a street where a street maintenance project is planned will be inspected before and after such a project. Sanitary sewer mains in a new development must be televised before said mains are turned over to the City. Television inspection may also be used to inspect the system where there are possible problems. In addition, the City may require any main near a construction site to be televised before and after the construction (i.e., near blasting, digging, other activities that might disrupt the main, etc.)

Visual recordings of sewer main televising will be required of any vendor performing this service for the City. A written report summarizing and interpreting the findings of the televising will also be required. These records will be kept by the City for a minimum of 12 years.

B. Problem Areas

The sanitary sewer mains and facilities identified as Category 1 will receive ordinary routine maintenance as noted on sewer maps. The sanitary sewer mains and facilities identified on the sewer map as Category 2 will receive more frequent maintenance and those identified as Category 3 will receive less frequent maintenance. When a sewer main or facility is identified as anything other than Category 1, the reasons why maintenance is needed on a different schedule will be documented. Sewer mains and facilities will receive maintenance according to the attached schedule.

The Public Works Department will determine whether a main or facility is Category 1, receiving routine sewer maintenance, Category 2, receiving more frequent maintenance or Category 3, receiving less frequent maintenance. Based on periodic assessment, maintenance will be adjusted and a sewer main may be moved from one category to another.

C. Sanitary Sewer Lift Stations

The City maintains lift stations using specific maintenance that is reasonable and recommended. The number of lift stations, location, date of installation, and capacity of each lift station is kept on record. Maintenance for each lift station is reflected in Standard Operating Procedures (SOP) and Standard Maintenance Procedures (SMP).

Components of SOP and SMP include:

- . Easy availability of original manuals with manufacturers' recommended maintenance schedules for all lift station equipment
- . Operating procedures for manipulating pump operations (manually or automatically) during wet weather to increase in-line storage of wet weather flows
- . Setting wet well operating levels to limit pump start/stops
- . Cleaning wet well
- . Calibrating flow meters or conducting draw down tests
- . Regular rotation of lead, lag, and backup pumps
- . Regular inspections of lift station, alarm systems and electrical components
- . Maintenance of operation logs and general records for all lift station activities, including inspections
- . Clean force mains
- . Identify problem areas/components

3. Inflow and Infiltration

Inflow and infiltration occur when clear water gets into the sanitary sewer system. This may occur through cracks or leaks in the sewer pipes and manholes or through sump pumps incorrectly connected to the sanitary sewer system. Inflow and infiltration can lead to backups, overflows and unnecessary and expensive treatment of clear water. City employees will periodically inspect manholes to identify any that contribute to this problem. Sanitary sewer mains will be maintained and inspected pursuant to the City's Sanitary Sewer Maintenance Policy.

1. Personnel Responsibilities and Requirements

A. Exercise of Professional Judgment

It is expected that City employees, in accordance with their job duties and responsibilities, will exercise their professional judgment in the implementation of this policy. Further, it is expected that in emergency situations (see Emergency Response Policy) City employees will be required to exercise their discretion and weigh political, social, and economic considerations including but not limited to public and employee safety, the potential for damage to private property and the City sanitary sewer system, and environmental concerns.

B. Training and Education

The City will provide training to employees responsible for maintenance of and emergency response to issues with the sanitary sewer system. Training of employees will include education necessary to earn and maintain appropriate operator certifications. Training will also address standard operating procedures, proper use of equipment, emergency response and other topics required by state and federal regulatory agencies.

C. Work Schedule

Full-time City employees in the Public Works department will be expected to work eight-hour shifts. In emergencies, employees may be required to work in excess of eight hours. Budget and safety concerns may limit the length of time an employee is permitted to work.

D. Weather Conditions

Regular sewer maintenance operations will be conducted only when weather conditions do not endanger the City employees and equipment. Factors that may delay sewer maintenance operations include, but are not limited to: severe cold, severe heat, flooding, rain, snow and other severe weather events.

4. Documentation

The City will document all of its inspection and maintenance activities and emergency responses for its sanitary sewer system. The City will also document circumstances that limit its ability to comply with this policy. A report should be prepared periodically for the purpose of evaluating maintenance activities and for determining goals for the future. These records will be kept in accordance with the City's records retention schedule.

5. Public Education

Periodically, the City will inform residents of their responsibilities related to sanitary sewer service from the City of Mayer.