

**CITY OF MAYER
REGULAR CITY COUNCIL MEETING
AGENDA
Monday
May 9, 2016
6:30 PM**

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

1. Pledge of Allegiance
2. Approval of Agenda
3. Public Comment
4. Consent Agenda
 - 4.1. Approval of the minutes for the April 25, 2016 Regular Council Meeting
 - 4.2. Approval of the minutes for the April 25, 2016 Work Session Meeting
 - 4.3. Approval of the minutes for the January 26, 2016 EDA Meeting
 - 4.4. Approval of the minutes for the April 5, 2016 Planning Commission Meeting
 - 4.5. Approval of Claims for the month of May
 - 4.6. Approval of the Check Summary for the month of April
 - 4.7. Approval of the Fire Department Report for the month ending April 2016
 - 4.8. Approval of the Building Permit Report for the month ending April 2016
5. City Administrator
 - 5.1 Resolution 5-9-2016-15 Pay Adjustment Public Works
 - 5.2 Discussion on NeoGov's proposal
 - 5.3 Discussion on Pedestrian in the crosswalk signs
 - 5.4 Approval of Ordinance 208 Land Usage, Chapter 152: Zoning, Section 152.062 Dimensional Standards Relating To The Side Yard Setback Requirement In The C-1 General Commerce District
 - 5.5 Approval of Resolution 5-9-2016-19 Site Plan for 633 Shimmcor Street
6. For Your Information
7. Council Reports
8. Other Business
9. Adjournment

UPCOMING MEETINGS

**Park Board Meeting 6:30 PM Tuesday, May 10, 2016
Regular Council Meeting 6:30 PM Monday May 23, 2016
City Offices Closed Monday May 30, 2016 in Observance of Memorial Day
Mayer Moxie 5K Saturday, June 11, 2016 9:00 AM Start**

MAYER CITY COUNCIL MEETING MINUTES – APRIL 25, 2016

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: None

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

ALSO PRESENT: Don Wachholz, Mike Dodge, Ivan Raconteur, Krista Goedel

The meeting was opened with the Pledge of Allegiance.

APPROVE AGENDA

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

KRISTA GOEDEL AWARDED CERTIFICATE

Mayor Thomas and the Mayer City Council presented out going member Krista Goedel with a Certificate for her dedicated service to the City of Mayer and the Mayer Planning Commission since 2007.

PUBLIC COMMENT

None

APPROVE CONSENT AGENDA

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

1. Approve the Minutes of the April 11, 2016 Regular Council Meeting.
2. Approve the Minutes of the April 11, 2016 Work Session Meeting.
3. Approve the Minutes of the April 18, 2016 Special Council Meeting.
4. Approve the Minutes of the March 8, 2016 Park Board Meeting.
5. Approve the Additional Claims for the Month of April 2016,
6. Approve the Sheriff's Department Report for the Month Ending March 2016.
7. Approve the Authorization of the Mayor's Signature on the Contract with Municipal Development Group.

STAFF REPORTS

1. **Public Works** – The Council reviewed a report from Kyle Kuntz of Public Works activities from March 23rd to April 19, 2016.
2. **City Engineer** – The Council reviewed David Martini's summary of the projects Bolton & Menk have been working on during the billing period February 13th and March 11, 2016.
3. **Sheriff's Department** – No Report
4. **City Administration** – The Council reviewed the City Administrator's report for the period March 28, through April 22, 2016, as well as the Fund Balances for the period ending 3/31/16 and First Quarter Financial Reports.

CITY ADMINISTRATOR

1. **Approval of Purchase and Installation of Signs in Parks** – The Park Board is recommending that the City Council install signs at the entrance to each park and on the trails entering the parks informing residents about picking up after their dogs and that the dogs must be on a leash. Cost for the 15 signs from the County sign shop is \$241.95. Cost for 15 posts for the signs is \$180.00 for a grand total of \$421.95. A MOTION was made by Council Member Boder and seconded by Council Member Osborn authorizing the purchase and installation of signs for the parks as presented. Motion Carried 5/0
2. **Approval of Addendum to Purchase Agreement for 409 Shimmcor** – City Staff has received the signed purchase agreement for the property at 409 Shimmcor St. The owner has proposed an addendum to the original purchase agreement. The owner is requesting the following:
 - 1) The buyer pay second half of real estate taxes which amounts to \$970.00
 - 2) City Sewer is stubbed to the property.
 - 3) Acceptance deadline is May 1, 2016 for this addendum.
 - 4) Seller can use the property until November 30, 2016.The Council reviewed property tax information and discussed the additions to the purchase agreement. A MOTION was made by Council Member Osborn and seconded by Council Member McNeilly approving the addendum dated April 8, 2016 and authorizing the Mayor and Clerk's signatures on the addendum. Motion Carried 4/1 (Stieve-McPadden)
3. **Approval of Park Board Recommendation for Discovery Park** – The Park Board is recommending construction of 12" X 12" concrete curbing around the playground equipment area. The quote to complete the curbing in Discovery Park is \$4,896.00. This amount is included in their 2016 CIP for the parks. After discussion, a MOTION was made by Council Member Osborn and seconded by Council Member Stieve-McPadden authorizing Thomas Clemenson Concrete and Masonry to complete the concrete curbing in Discovery Park at a cost of \$4,896.00. Motion Carried 5/0
4. **Approval of Revised Purchase Agreement with Casey's for 314 Ash Ave S.** – The Council reviewed the revised Purchase Agreement for the property at 314 Ash Ave S. This Purchase Agreement reflects the City Attorney's comments from the email of March 24, 2016 and has been approved by him. Staff is requesting Council approval of the purchase Agreement submitted by Casey's Retail Company for the purchase by Casey's of Lot 1, Block 2, Sell Commercial Industrial Park, for the price of \$220,000 and directing the Mayor and Clerk to sign the Purchase Agreement on behalf of the City of Mayer and to execute a Limited Warranty Deed and any other appropriate documents at closing. A MOTION was made by Council Member Boder and seconded by Council Member McNeilly authorizing the Mayor's and Clerk's signatures on the amended purchase agreement as presented. Motion Carried 5/0
5. **Approval of Wayzata Timing Contract for Mayer 5K** – The Park Board will be conducting a Mayer Moxie 5K again this year on Saturday, June 11, 2016 at 9:00 AM. The Park Board is recommending approval of the contract with Wayzata Timing to provide timing services for the 5K at a cost of \$300.00 plus \$.55 travel expenses for the timer. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly authorizing the Administrator's signature on the contract with Wayzata Timing for the Mayer Moxie 5k on June 11, 2016. Motion Carried 5/0
6. **Approval of Mayer Moxie 5K Prizes** – The Park Board would like to offer prizes of \$50 to each male and female 1st place runners in the following categories: 10-19, 20-29, 30-49 and 50+ for a total of \$400.00 which should come from registrations. A MOTION was made by Council Member McNeilly and seconded by Council Member Osborn authorizing the Mayer Moxie 5K prizes in the amount of \$400.00. Motion Carried 5/0

7. **Approval of Resolution 4-25-2016-16 Appointment of Janell Gildemeister as Deputy City Clerk** – Staff has completed background and reference checks on Janell Gildemeister for the full time Deputy Clerk position. The background check was clear and reference checks were very favorable for Janell Gildemeister. The starting wage for the Deputy Clerk position would be \$18.00 per hour with benefits. The starting date is May 11, 2016. A MOTION was made by Council Member Stieve-McPadden and seconded by Council Member McNeilly approving Resolution 4-25-2016-16 Appointment of Deputy Clerk. Motion Carried 5/0
8. **Approval of Off Sale Liquor License for Barrelz Incorporated 212 Ash Ave N** – Mayer Wine and Spirits has been sold. The new owner is Mathew Burluson and the trade name of the business is Barrelz Incorporated. He will continue to do business under the Mayer Wine and Spirits name. The City has received an off sale liquor license application from Mathew Burluson for Mayer Wine and Spirits. A MOTION was made by Council Member Boder and seconded by Council Member Stieve-McPadden approving the Off Sale Liquor License for Mayer Wine and Spirits pending receipt of fees, background check and certificate of insurance. Motion Carried 5/0

COUNCIL REPORTS

- None

OTHER BUSINESS

- None

ADJOURN

There being no further business, a MOTION was made by Council Member Osborn and seconded by Council Member Stieve-McPadden to adjourn the meeting at 6:55 p.m. Motion Carried 5/0

Gerald W. Thomas, Mayor

Attest:

Lois A. Maetzold, City Clerk

MAYER CITY COUNCIL WORK SESSION MINUTES – APRIL 25, 2016

Call Work Session to order at 6:55 p.m. by Mayor Thomas

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

ABSENT: None

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

ALSO PRESENT: Don Wachholz, Mike Dodge, Ivan Raconteur, Krista Goedel and Todd Hagen.

1. **Discuss Videotaping of Personnel Committee Meetings:** The Council discussed the need for videotaping Personnel Committee meetings. There were questions of what is discoverable under the “Freedom of Information Act”. Staff was asked to contact the League of Minnesota Cities for clarification. For now, Personnel Committee meetings will only be audio taped.
2. **Briggs and Morgan Conduit Financing:** Todd Hagen of Ehlers and Associates appeared before the Council to discuss a request from Briggs and Morgan for the City of Mayer to be the conduit financing issuer for Bremer Bank to issue tax exempt Minnesota Senior Housing Revenue Refunding Note (McKenna Crossing Senior Housing Project) Series 2016B. The Council reviewed the City’s current Policy on Conduit Financing Services. Hagen explained the process and assured the Council that the City has no risk in this issuance. Briggs and Morgan will act as the City’s bond authority and will monitor the process. The City can charge a fee for this service as spelled out in our policy. Since the City has no planned bonding needs this year, the Council agreed to proceed with the request to be the conduit financing for the proposed project. The Public Hearing is set for May 23, 2016.
3. **NEOGOV:** The Council has reviewed a NEOGOV presentation on their own time. NEOGOV is human resources software for the public sector, assisting in the hiring and performance evaluation process. There was general consensus of it being a good tool. Staff will contact the company for prices and possible contract.

MEETING ADJOURNED

There being no further business, the work session was adjourned at 7:41 p.m.

Attest: _____

Lois A. Maetzold, City Clerk

Gerald W. Thomas, Mayor

CITY OF MAYER
ECONOMIC DEVELOPMENT AUTHORITY MEETING
Minutes
January 26, 2016

Members Present: Tim Duckworth, Thomas Stifter and Nikki McNeilly.

Members Absent: Scott Wakefield and Gerald Thomas

Staff Present: Luayn Ruch-Hammond, City Administrator

Others Present: None

The meeting was called to order by the Chair Duckworth at 6:30 PM.

Approval of Agenda

On a motion by Commissioner Stifter and seconded by Commissioner McNeilly to approve the agenda. Motion carried 3/0.

Approval of the Minutes

On a motion by Commissioner Duckworth and seconded by Commissioner Stifter to approve the minutes of the June 23, 2015 meeting with one clarification on the Wednesday Night Car Show and instructed the Administrator to send the minutes to the members that are absent for their review. Motion carried 3/0.

Election of Officers

On a motion by Commissioner Stifter and seconded by Commissioner McNeilly to cast a unanimous ballot for the following officers:

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

Motion carried 3/0.

Review of By Laws

Commission reviewed by laws and would like on the next agenda for full commission input.

EDA 2015 in Review

Staff provided the following for the EDA's information only no action was required.

The EDA conducted the following business in 2015.

Reviewed the 2014 goals

Established 2015 goals

Reviewed Tax Abatement Policy and Business Subsidy Policy

Finn's closed their doors

City turned creamery over to the County

Welcomed a new business to the City "Ruby's Roost"

Discussed sign permit fees

Surveyed businesses about purchasing animations for the sign and whether they are interested in a business forum

Supported the Mayer Car and Cycle Wednesday Night Show

Veterans Committee appeared before the commission

Discussion about a revolving loan fund

Recommended 2016 EDA budget

The EDA is established by resolution and its duties and responsibilities are set out in state statute, Chapter 469

specifically 469.01. The EDA consists of five members two of the members must be from the City Council and the rest

can be community members. The members of the EDA for 2015: Council Member Erick Boder, Council Member Etienne Stieve-McPadden, Tim Duckworth (Chair), Scott Wakefield and Tom Stifter.

Review of 2015 goals and establishment of 2016 goals

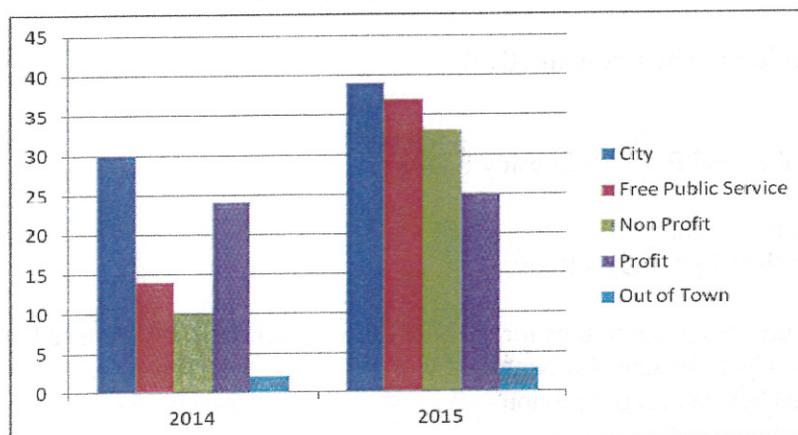
The EDA reviewed the 2015 goals and decided to eliminate 8 and 10 and to keep the rest for 2016. They also wanted to add a goal for incubator and office space for the City.

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.
10. ~~Market city sign through the Community Center Rentals.~~

The Commission also discussed ways to market the City and would like to put a marketing plan in place for 2016. They discussed bringing the business owners together to ask what can the City do to assist them in being successful.

Electronic Sign Update

Staff updated the EDA on the 2015 usage of the electronic sign. The sign has had increased usage from nonprofits and government entities.



Business Update

Staff informed the EDA that the City has been contacted about a potential buyer for the lot at 314 Ash Avenue South. The City Council did set a selling price.

Other Business

None

Next Meeting

Will be April 26, and scheduled meetings for the rest of the year will be July 26 and October 25, 2016.

Adjournment

On a motion by Commissioner Stifter and seconded by Commissioner Duckworth to adjourn the meeting at 7:10 PM. Motion carried 3/0.

City of Mayer
Planning Commission
Meeting Minutes
Tuesday, April 5, 2016

Commission Members Present: Chairperson Tom Stifter, Les Hahn, Patty Lanting, Krista Goedel, Rod Maetzold, Don Wachholz and Council Liaison Erick Boder, showed up at 6:33 PM.

Commission Members Absent: None.

Others Present: City Council member Nikki McNeilly and two members of the general public.

Staff Present: Planning Consultant John Anderson of Municipal Development Group, Inc.

CALL MEETING TO ORDER

Meeting called to order at 6:30 PM by Chairperson Stifter.

ADOPT AGENDA

A motion to approve the agenda with a change to move up the discussion of the side yard setback in the C-1 General Commerce District from number 6 to number 4 was made by Chairperson Stifter and seconded by Commissioner Lanting. Motion carried 6/0.

APPROVAL OF MINUTES

A motion to approve the January 5, 2016 Planning Commission minutes was made by Commissioner Goedel and seconded by Commissioner Hahn. Motion carried 6/0.

DISCUSSION ON POTENTIAL TEXT AMENDMENTS TO THE SIDE YARD SETBACK REQUIREMENT FOR THE C-1 GENERAL COMMERCE DISTRICT OR A POSSIBLE SIDE YARD SETBACK VARIANCE FOR PROPERTY TO BE LOCATED AT 185 7TH STREET NE TO ALLOW A COMMERCIAL BUILDING TO BE CONSTRUCTED ON THE LOT.

At 6:32 PM Planning Consultant Anderson presented the information. He stated that recently the City approved an amendment to the C/I Commercial/Industrial District that reduced the side yard setback in that district from thirty feet to twenty feet and that is what is being discussed in the C-1 district. He stated that if the text amendment was not approved that the owner of property at 185 7th Street NE would most likely apply for a side yard setback variance to allow for a commercial building to be constructed on this lot.

Commissioner Maetzold stated that he would be in favor of amending the side yard setback requirement in the C-1 district.

A motion to call for a public hearing at the May 3, 2016 Planning Commission to change the side yard setback in the C-1 district was made by Commissioner Goedel and seconded by Commissioner Maetzold. Motion carried 7/0.

REVIEW THE TREE AND LANDSCAPING REQUIREMENTS FOR THE C-1 GENERAL COMMERCE, C-2 CENTRAL BUSINESS, C/I COMMERCIAL/ INDUSTRIAL AND P/I PUBLIC/INSTITUTIONAL DISTRICTS.

At 6:35 PM Planning Consultant Anderson presented the information. He stated that a few months back the Planning Commission reviewed this item and recommended to the City Council

to approve a change to the text eliminating the foundation planting requirement in the C-1 General Commerce, C/I Commercial/Industrial and P/I Public/Institutional district along with amending some other requirements regarding landscaping. The City Council voted to table the item and send it back to the Planning Commission for further review and discussion. He stated the issue the City Council had was with the recommendation to eliminate the foundation planting requirement. He said at this time further discussion is needed by the Planning Commission and a new recommendation should be made.

Council Liaison Boder stated that it was a split decision by the City Council so they wanted to send the item back to the Planning Commission for further review and discussion.

Commissioner Hahn stated that he felt like the foundation planting requirement was not needed.

Planning Consultant Anderson stated that it is possible that the Planning Commission could make a motion to leave the requirement in the P/I district but remove it from the C-1 or C/I districts.

Council Liaison Boder stated that he felt that it should stay in the P/I district but was not necessarily needed in the C-1 or C/I districts.

Commissioner Maetzold stated that a lot of the businesses in these districts do not have room in the front of the buildings to plant foundation plantings and asked if they were able to plant the foundation plantings on park property or somewhere else on their property.

Planning Consultant Anderson stated if they had no front yard setbacks or room to plant the foundation plantings along the street frontage they would be able to plant the plantings somewhere else on the property.

Commissioner Hahn made a motion to recommend approval of the text amendment with no changes from the previous recommendation made by the Planning Commission. This would still include eliminating the foundation planting requirement. This was seconded by Commissioner Wachholz. Motion carried 5-2 with Commissioner Godel and Council Liaison Boder voting no.

DISCUSSION ON THE POTENTIAL TO ALLOW MOTHER-IN-LAW APARTMENTS AS AN ACCESSORY USE TO THE PRINCIPAL RESIDENTIAL USE OF THE PROPERTY IN ZONING DISTRICTS THAT PERMIT RESIDENTIAL USES.

At 7:01 Planning Consultant Anderson presented the information and stated that mother-in-law apartments could be allowed as a accessory use in residential districts. He said that right now in the R-1 Low Density Residential District that only single family detached dwelling units are allowed and in the R-2 Medium Density Residential District that up to four attached units are allowed.

Council Liaison Boder stated that attached units that are part of the principal structure should not be regulated and are ok.

Planning Consultant Anderson stated that the issue would be detached dwelling units and whether they would be allowed or not and stated the problem would be how do you regulate who would be living in this units and that they basically become a rental unit.

Council Liaison Boder said that at this point the zoning ordinance should not be amended to address mother-in-law units and that was the consensus of the Planning Commission.

REVIEW AND DISCUSSION ON THE INITIAL DATA GATHERING RESULTS AND CHAPTER 1 & 2 OF THE CITY OF MAYER 2040 COMPREHENSIVE PLAN UPDATE.

At 7:12 PM Planning Consultant Anderson presented the information on the community survey and drafts of chapters 1 and 2 of the City of Mayer 2040 Comprehensive Plan update. He stated the survey would be distributed to the general public and the results would be summarized in the comprehensive plan. Planning Consultant Anderson said the questions in the survey included a broad range of subjects and was general in nature.

Commissioner Goedel asked why the survey was being distributed at the beginning of the process rather than the end.

Planning Consultant Anderson said that staff wants to take the feedback and incorporate it into the comprehensive plan and the only way to do that is collect the data early in the process.

Planning Consultant Anderson then presented the draft Chapter 1 - Introduction. He summarized all the information in the chapter.

Commissioner Hahn asked if the townships would have a chance to review this information.

Planning Consultant Anderson stated that they would have a chance to get involved and felt that input would be needed for chapters such as land use.

Planning Consultant Anderson then presented the draft Chapter 2 - Natural Resources. He summarized all the information in the chapter.

Commissioner Hahn asked why Rutz Lake was not shown on the protected lakes list.

Planning Consultant Anderson stated that Rutz Lake is listed as protected wetland by the DNR instead of a protected lake and that it was listed in the protected wetland list located in Chapter 2.

NEXT MEETING

Next scheduled meeting is Tuesday, May 3, 2016.

COMMISSIONERS REPORT

Planning Consultant Anderson presented the list of developments and vacant lots within the City.

ADJOURNMENT

A motion was made by Commissioner Hahn and seconded by Commissioner Goedel to adjourn the meeting at 7:48 PM. Motion carried 7/0.

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*Claim Register©

05/09/16 PAY

May 2016

Claim Type	Direct				
Claim#	12589	MINNESOTA POLLUTION CONTROL	Ck# 019805	4/26/2016	
Cash Payment	E 640-49490-208	Training and Instruction	CLASS C CERTIFICATION FEE FOR KYLE KUNTZ		\$45.00
Invoice					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$45.00
Claim#	12590	COLDWELL BANKER BURNET	Ck# 019806	4/26/2016	
Cash Payment	E 435-42200-510	Land	PURCHASE AGREEMENT EARNEST MONEY FOR 409 SHIMMCOR ST		\$1,000.00
Invoice					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$1,000.00
Claim#	12591	ARNOLDS OF GLENCOE, INC			
Cash Payment	E 100-45000-580	New Equipment	KUBOTA PARK VEHICLE		\$8,850.00
Invoice 51143					
Cash Payment	E 100-43100-500	Capital Outlay (GENERAL)	KUBOTA PARK VEHICLE		\$8,850.00
Invoice 51143					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$17,700.00
Claim#	12592	AME ELECTRIC INC			
Cash Payment	E 100-41940-400	Repairs & Maint Cont	REPLACE BALLAST IN WOMEN'S BATHROOM IN COMM CTR		\$90.00
Invoice 2713					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$90.00
Claim#	12593	PEARSON BROS INC			
Cash Payment	E 100-43100-310	Contract Services	SPRING SWEEP 2016		\$1,200.00
Invoice 3813					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$1,200.00
Claim#	12594	DPC INDUSTRIES INC			
Cash Payment	E 620-49410-216	Chemicals and Chem Prod	WATER SUPPLIES		\$631.90
Invoice 827000438-16					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$631.90
Claim#	12595	DPC INDUSTRIES INC			
Cash Payment	E 620-49410-216	Chemicals and Chem Prod	CHLORINE, POTASSIUM		\$405.75
Invoice 827000430-16					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$405.75
Claim#	12596	M-R SIGN CO., INC			
Cash Payment	E 100-43100-400	Repairs & Maint Cont	PEDESTRIAN SIGNS FOR STATE HWY		\$200.95
Invoice 190184					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$200.95
Claim#	12597	THOMAS C. CLEMENSEN			
Cash Payment	E 100-41940-400	Repairs & Maint Cont	REMOVE & REPLACE FLOOR DRAINS IN COMM CTR KITCHEN		\$1,425.00
Invoice 59725					
Transaction Date	4/26/2016	Security Bank	10100	Total	\$1,425.00
Claim#	12598	VERIZON WIRELESS	Ck# 019808	5/2/2016	
Cash Payment	E 640-49470-321	Telephone	OSH LIFT AUTO DIALER		\$14.28
Invoice 9763743853					

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*Claim Register©

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May 2016

Transaction Date	4/26/2016	Security Bank	10100	Total	\$14.28
Claim#	12599 PREFERRED ONE INS CO	Ck# 019809	5/2/2016		
Cash Payment	G 100-21706 Hospitalization/Medical Ins	EMPLOYEE BENEFITS			\$1,173.85
	Invoice 161090001323				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$1,173.85
Claim#	12600 DELTA DENTAL OF MINNESOTA	Ck# 019810	5/2/2016		
Cash Payment	G 100-21707 Dental	EMPLOYEE BENEFITS			\$129.60
	Invoice				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$129.60
Claim#	12601 BOBS REPAIR				
Cash Payment	E 100-42260-400 Repairs & Maint Cont	2000 SPARTAN PUMPER REPAIRS			\$828.79
	Invoice 85137				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$828.79
Claim#	12602 EMERGENCY RESPONSE SOLUTIO				
Cash Payment	E 100-42260-400 Repairs & Maint Cont	SCBA FLOW TEST X 26			\$2,130.00
	Invoice 6311				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$2,130.00
Claim#	12603 FRONTIER	Ck# 004197E	5/10/2016		
Cash Payment	E 640-49480-321 Telephone	WWTF PHONES			\$162.26
	Invoice				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$162.26
Claim#	12604 XCEL ENERGY	Ck# 004198E	5/6/2016		
Cash Payment	E 640-49470-381 Electric Utilities	RED BARN LIFT			\$22.48
	Invoice 497136241				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$22.48
Claim#	12605 XCEL ENERGY	Ck# 004199E	5/9/2016		
Cash Payment	E 100-43700-381 Electric Utilities	323 SHIMMCOR			\$27.38
	Invoice 497375139				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$27.38
Claim#	12606 XCEL ENERGY	Ck# 004200E	5/9/2016		
Cash Payment	E 100-45000-381 Electric Utilities	OSH CONCESSION			\$12.19
	Invoice 497326372				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$12.19
Claim#	12607 XCEL ENERGY	Ck# 004201E	5/9/2016		
Cash Payment	E 100-43160-381 Electric Utilities	STREET LIGHTS			\$15.36
	Invoice 497340381				
Transaction Date	4/26/2016	Security Bank	10100	Total	\$15.36
Claim#	12608 XCEL ENERGY	Ck# 004202E	5/16/2016		
Cash Payment	E 640-49480-381 Electric Utilities	WWTF			\$2,065.82
	Invoice 498163483				
Cash Payment	E 100-42280-381 Electric Utilities	FIRE DEPT			\$127.12
	Invoice 498163483				
Cash Payment	E 620-49410-381 Electric Utilities	WELL #2			\$497.95
	Invoice 498163483				

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***Claim Register©**

05/09/16 PAY

May 2016

Cash Payment	E 100-41940-381 Electric Utilities	COMM CTR		\$607.93
	Invoice 498163483			
Cash Payment	E 640-49470-381 Electric Utilities	OSH LIFT		\$408.85
	Invoice 498163483			
Cash Payment	E 620-49410-381 Electric Utilities	TOWER		\$141.66
	Invoice 498163483			
Cash Payment	E 620-49410-381 Electric Utilities	WTP		\$1,049.01
	Invoice 498163483			
Transaction Date	4/26/2016	Security Bank	10100	Total \$4,898.34
Claim#	12609 <i>KLUVER CONSULTING</i>	Ck#	019807 4/28/2016	
Cash Payment	E 640-49480-300 Professional Srvs	SERVICE CONTRACT FOR WWTP - 4/16-30/16		\$900.00
	Invoice 08-16			
Transaction Date	4/28/2016	Security Bank	10100	Total \$900.00
Claim#	12610 <i>DISPLAY SALES CO</i>			
Cash Payment	E 100-43100-500 Capital Outlay (GENERAL)	8 SNOWFLAKE CHRISTMAS POLE DECORATIONS & HDWE		\$628.33
	Invoice 006284			
Cash Payment	E 100-41940-500 Capital Outlay (GENERAL)	8 SNOWFLAKE CHRISTMAS POLE DECORATIONS & HDWE		\$628.34
	Invoice 006284			
Cash Payment	E 100-45000-500 Capital Outlay (GENERAL)	8 SNOWFLAKE CHRISTMAS POLE DECORATIONS & HDWE		\$628.33
	Invoice 006284			
Transaction Date	5/2/2016	Security Bank	10100	Total \$1,885.00
Claim#	12611 <i>CARVER COUNTY</i>			
Cash Payment	E 100-42100-300 Professional Srvs	BACKGROUND INVESTIGATION ON LIQUOR LICENSE - MAYER WINE & SPIRITS/MAYER BASEBALL CLUG		\$500.00
	Invoice SHERI002624			
Transaction Date	5/2/2016	Security Bank	10100	Total \$500.00
Claim#	12612 <i>CARVER COUNTY</i>			
Cash Payment	E 100-42100-300 Professional Srvs	1ST QTR 2016 POLICE CONTRACT OVERTIME BILLING/ 1 HR		\$59.21
	Invoice SHERI002620			
Transaction Date	5/2/2016	Security Bank	10100	Total \$59.21
Claim#	12613 <i>VERIZON WIRELESS</i>			
Cash Payment	E 640-49480-321 Telephone	ON CALL PHONE		\$14.13
	Invoice 9764185066			
Cash Payment	E 620-49410-321 Telephone	ON CALL PHONE		\$14.13
	Invoice 9764185066			
Cash Payment	E 100-43100-321 Telephone	ON CALL PHONE		\$14.15
	Invoice 9764185066			
Transaction Date	5/2/2016	Security Bank	10100	Total \$42.41
Claim#	12614 <i>DOODLES LOCK & KEY INC</i>			
Cash Payment	E 100-43700-400 Repairs & Maint Cont	SERVICE CHARGE FOR 3 LOCKS REKEYED TO WTP		\$50.00
	Invoice			
Transaction Date	5/2/2016	Security Bank	10100	Total \$50.00

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Claim# 12615 VERIZON WIRELESS				
Cash Payment	E 100-42280-321 Telephone	FIRE DEPT CELL & TABLET		\$41.25
	Invoice 9764105587			
Transaction Date	5/2/2016	Security Bank	10100	Total \$41.25
Claim# 12616 FRANKLIN PRINTING INC				
Cash Payment	E 100-41000-200 Office Supplies	PEN REFILL/ NOTEBOOK		\$5.55
	Invoice 077287A			
Transaction Date	5/2/2016	Security Bank	10100	Total \$5.55
Claim# 12617 HACH COMPANY				
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	PEEK SALT BRIDGE		\$324.29
	Invoice 9897284			
Transaction Date	5/2/2016	Security Bank	10100	Total \$324.29
Claim# 12618 FRONTIER Ck# 004203E 5/16/2016				
Cash Payment	E 100-41000-321 Telephone	COMM CTR		\$227.62
	Invoice			
Transaction Date	5/2/2016	Security Bank	10100	Total \$227.62
Claim# 12619 FRONTIER Ck# 004204E 5/16/2016				
Cash Payment	E 620-49410-321 Telephone	WTP		\$76.69
	Invoice			
Transaction Date	5/2/2016	Security Bank	10100	Total \$76.69
Claim# 12620 MUNICIPAL DEVELOPMENT GROUP				
Cash Payment	E 100-41910-300 Professional Svcs	PLANNING SERVICES		\$42.50
	Invoice MAYMAR16			
Transaction Date	5/2/2016	Security Bank	10100	Total \$42.50
Claim# 12621 DAWN CLEMENSEN				
Cash Payment	E 100-41940-300 Professional Svcs	COMM CTR CLEANING APRIL 2016		\$375.00
	Invoice			
Transaction Date	5/3/2016	Security Bank	10100	Total \$375.00
Claim# 12622 UFC FARM SUPPLY				
Cash Payment	E 100-43100-400 Repairs & Maint Cont	MULTI USE STORAGE RACKS, OIL P/W MISC		\$59.92
	Invoice 804930			
Transaction Date	5/3/2016	Security Bank	10100	Total \$59.92
Claim# 12623 MAYER LUMBER CO INC				
Cash Payment	E 100-43100-400 Repairs & Maint Cont	P/W MISC		\$8.77
	Invoice 126646			
Cash Payment	E 100-43100-400 Repairs & Maint Cont	P/W MISC		\$8.28
	Invoice 126651			
Cash Payment	E 100-41940-400 Repairs & Maint Cont	NITRO GLOVES		\$19.75
	Invoice 126738			
Cash Payment	E 100-42260-580 New Equipment	CIRC SAW, BLADES, QWIK STICK TUBES		\$334.45
	Invoice 126866			
Cash Payment	E 100-43700-400 Repairs & Maint Cont	CABLE STRIPPER, THERMOSTATE, CABLE TIES		\$65.66
	Invoice 126893			
Cash Payment	E 100-45000-400 Repairs & Maint Cont	BALL FIELD KEYS		\$5.96
	Invoice 126899			

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Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	100' RUBBER HOSE			\$69.99
	Invoice 126943				
Cash Payment	E 100-45000-400 Repairs & Maint Cont	DRUM LINERS, TRASH BAGS			\$40.37
	Invoice 127051				
Cash Payment	E 100-43700-400 Repairs & Maint Cont	P/W BLDG MISC			\$118.64
	Invoice 127173				
Cash Payment	E 100-45000-400 Repairs & Maint Cont	PREEN, HAND HELD SPREADER			\$60.97
	Invoice 127247				
Cash Payment	E 100-43700-400 Repairs & Maint Cont	LAUNDRY TUB, MISC BLDG SUPPLIES			\$127.48
	Invoice 127521				
Cash Payment	E 100-43700-400 Repairs & Maint Cont	LADDER HOOK, DOUBLE ARM HANGER			\$13.97
	Invoice 127532				
Cash Payment	E 100-43100-400 Repairs & Maint Cont	TOOL HOLDER, P/W MISC			\$50.57
	Invoice 127589				
Cash Payment	E 100-43100-400 Repairs & Maint Cont	WHITE MARKING PAINT			\$14.48
	Invoice 127634				
Cash Payment	E 640-49480-404 Repairs/Maint Machinery/E	DUCT, ELEC TAPE, FLASHLIGHT			\$19.97
	Invoice 127644				
Transaction Date	5/3/2016	Security Bank	10100	Total	\$959.31
Claim#	12624 MINNESOTA DEPARTMENT OF HEA				
Cash Payment	E 100-45000-430 Miscellaneous (GENERAL)	2016 OLD SCHOOLHOUSE CONCESSION PERMIT			\$245.00
	Invoice				
Transaction Date	5/3/2016	Security Bank	10100	Total	\$245.00
Claim#	12625 CITY OF LESTER PRAIRIE				
Cash Payment	E 640-49480-220 Bio-Solids Disposal	BIOSOLID TRANSFER OF 108,000 GAL			\$8,640.00
	Invoice				
Transaction Date	5/5/2016	Security Bank	10100	Total	\$8,640.00
Claim#	12626 FREMONT INDUSTRIES, INC				
Cash Payment	E 640-49480-216 Chemicals and Chem Prod	400 GAL COAGULANT FOR WWTF			\$1,134.00
	Invoice 874581				
Transaction Date	5/5/2016	Security Bank	10100	Total	\$1,134.00
Claim#	12627 GOPHER STATE ONE-CALL INC				
Cash Payment	E 620-49440-355 Gopher State Locates	APRIL 2016 LOCATES			\$24.65
	Invoice 6040544				
Cash Payment	E 640-49490-355 Gopher State Locates	APRIL 2016 LOCATES			\$24.65
	Invoice 6040544				
Transaction Date	5/5/2016	Security Bank	10100	Total	\$49.30
Claim#	12628 HERALD JOURNAL PUBLISHING IN				
Cash Payment	E 100-41000-351 Legal Notices Publishing	ORD #207, PH AMEND LAND USAGE			\$498.56
	Invoice				
Transaction Date	5/5/2016	Security Bank	10100	Total	\$498.56
Claim#	12629 MINI BIFF INC				
Cash Payment	E 100-45000-300 Professional Svcs	APRIL 11-30, 2016 SERVICE			\$57.12
	Invoice OSH PARK A-7742				
Cash Payment	E 100-45000-300 Professional Svcs	APRIL 11-30, 2016 SERVICE			\$57.12
	Invoice W RIDGE PARK A-				

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Cash Payment	E 100-45000-300 Professional Svcs	APRIL 11-30,2016 SERVICE		\$57.12
	Invoice MEADOW PARK A-			
Transaction Date	5/5/2016	Security Bank	10100	Total \$171.36
	Claim Type	Direct		Total \$48,400.10

Pre-Written Checks	\$8,705.05
Checks to be Generated by the Compute	\$39,695.05
Total	\$48,400.10

COUNCIL APPROVAL -
SIGNATURES/INITIALS _____

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*Check Summary Register©

April 2016

Name	Check Date	Check Amt	
10100 Security Bank			
Paid Chk# 004175E XCEL ENERGY	4/7/2016	\$23.10	RED BARN LIFT
Paid Chk# 004176E XCEL ENERGY	4/8/2016	\$16.32	STREET LIGHTS
Paid Chk# 004177E XCEL ENERGY	4/8/2016	\$12.31	OSH CONCESSION
Paid Chk# 004178E XCEL ENERGY	4/13/2016	\$5,794.15	POWER
Paid Chk# 004179E FRONTIER	4/11/2016	\$162.32	WWTF PHONE
Paid Chk# 004180E FRONTIER	4/15/2016	\$227.71	COMM CTR
Paid Chk# 004181E FRONTIER	4/15/2016	\$92.92	FIRE DEPT
Paid Chk# 004182E FRONTIER	4/15/2016	\$76.80	WTP
Paid Chk# 004184E MN DEPT OF LABOR AND INDUS	4/6/2016	\$1,010.08	1ST QTR 2016 SURCHARGE
Paid Chk# 004186E MINNESOTA DEPARTMENT OF R	4/13/2016	\$223.00	1ST QTR SALES TAX
Paid Chk# 004187E MCLEOD COOP POWER ASSN	4/28/2016	\$37.73	CITY SIGN
Paid Chk# 004188E MCLEOD COOP POWER ASSN	4/28/2016	\$592.50	STREET LIGHTS
Paid Chk# 004189E XCEL ENERGY	4/29/2016	\$1,751.19	STREET LIGHTS
Paid Chk# 004190E CENTERPOINT ENERGY	4/29/2016	\$47.25	WTP
Paid Chk# 004191E CENTERPOINT ENERGY -	4/29/2016	\$741.77	WWTP
Paid Chk# 004192E CENTERPOINT ENERGY	4/29/2016	\$489.98	COMM CTR
Paid Chk# 004193E CENTERPOINT ENERGY	4/29/2016	\$219.92	FIRE DEPT
Paid Chk# 019746 KLUVER CONSULTING	4/1/2016	\$975.00	SERVICE CONTRACT FOR WWTF: 3/1
Paid Chk# 019747 POSTMASTER	3/29/2016	\$325.99	MAILING - NEWLETTER - SPRING C
Paid Chk# 019749 BODER, ERICK	4/7/2016	\$544.86	
Paid Chk# 019750 MCNEILLY, NIKKI J.	4/7/2016	\$627.98	
Paid Chk# 019751 OSBORN, BRUCE	4/7/2016	\$600.27	
Paid Chk# 019752 STIEVE-MCPADDEN, ETIENNE	4/7/2016	\$544.86	
Paid Chk# 019753 THOMAS, GERALD W.	4/7/2016	\$877.32	
Paid Chk# 019754 EDHOLM, ALLAN	4/7/2016	\$56.56	
Paid Chk# 019755 EDHOLM, JUDITH A.	4/7/2016	\$76.10	
Paid Chk# 019756 KUNTZ, KYLE	4/7/2016	\$1,242.84	
Paid Chk# 019757 MAETZOLD, LOIS A	4/7/2016	\$898.97	
Paid Chk# 019758 RUCH-HAMMOND, LUAYN R	4/7/2016	\$2,066.14	
Paid Chk# 019759 AME ELECTRIC INC	4/11/2016	\$428.51	REPLACE LIGHT AT COMM CTR AND
Paid Chk# 019760 CARVER COUNTY	4/11/2016	\$85.00	2016 SPECIAL ASSESSMENT ENTRIE
Paid Chk# 019761 CARVER COUNTY ATTORNEYS	4/11/2016	\$651.46	1ST QTR FEES
Paid Chk# 019762 COORDINATED BUSINESS SYST	4/11/2016	\$2,005.23	YEARLY CONTRACT - COPIES
Paid Chk# 019763 CULLIGAN - METRO	4/11/2016	\$63.90	FIRE STATION SOFTENER
Paid Chk# 019764 DAWN CLEMENSEN	4/11/2016	\$375.00	MAYER COMM CTR CLEANING MARCH
Paid Chk# 019765 EMERGENCY APPARATUS MAIN	4/11/2016	\$368.86	REPAIR CROSSLAY VALVE
Paid Chk# 019766 GOPHER STATE ONE-CALL INC	4/11/2016	\$46.40	MARCH LOCATES
Paid Chk# 019767 GREATER MN COMMUNICATION	4/11/2016	\$19.00	9 X 12 ADOPT A PARK SIGN
Paid Chk# 019768 HACH COMPANY	4/11/2016	\$163.99	WATER CHEMICALS
Paid Chk# 019769 HD SUPPLY WATERWORKS LTD	4/11/2016	\$4,704.69	METERS/ SUPPLIES
Paid Chk# 019770 MAYER LUMBER CO INC	4/11/2016	\$702.72	MOTH BALLS, MOUSE BAIT
Paid Chk# 019771 MED-COMPASS, INC	4/11/2016	\$80.00	SCBA EXAM - S.COOPER
Paid Chk# 019772 MELCHERT HUBERT SJODIN, PL	4/11/2016	\$930.10	HIDDEN CREEK 6TH ADDN
Paid Chk# 019773 MINNESOTA DEPARTMENT OF H	4/11/2016	\$1,081.00	1ST QTR WATER SUPPLY CONNECTIO
Paid Chk# 019774 OVERLINE & SON, INC	4/11/2016	\$1,631.25	JET CLEAN/VACUUM 2 LIFT STATIO
Paid Chk# 019775 PEAK HEATING AND COOLING	4/11/2016	\$132.50	MID SEASON COMM CTR MAINT

MAYER, MN

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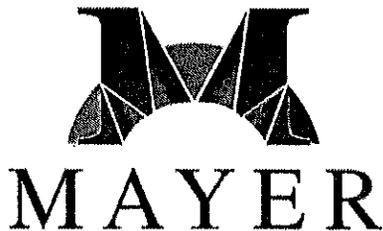
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April 2016

Name	Check Date	Check Amt	
Paid Chk# 019776	TOM GOEPFERT	4/11/2016	\$200.00 ON CALL - 3/26-27; 4/2-3/16
Paid Chk# 019777	TOTAL ENERGY SYSTEMS, LLC	4/11/2016	\$3,356.00 WWTF SERVICE REPAIRS
Paid Chk# 019778	UNITED FARMERS COOPERATIV	4/11/2016	\$34.99 MINI REGULATOR 100PSI
Paid Chk# 019779	VERIZON WIRELESS	4/11/2016	\$83.62 ON CALL PHONE
Paid Chk# 019780	POSTMASTER	4/12/2016	\$209.05 POSTAGE - MARCH UTILITY BILLS
Paid Chk# 019781	KLUVER CONSULTING	4/13/2016	\$900.00 service contract for wwtf 4/1-
Paid Chk# 019782	EDHOLM, ALLAN	4/21/2016	\$56.56
Paid Chk# 019783	EDHOLM, JUDITH A.	4/21/2016	\$42.81
Paid Chk# 019784	KUNTZ, KYLE	4/21/2016	\$1,401.05
Paid Chk# 019785	MAETZOLD, LOIS A	4/21/2016	\$961.85
Paid Chk# 019786	RUCH-HAMMOND, LUAYN R	4/21/2016	\$2,066.14
Paid Chk# 019787	ABDO EICK & MEYERS LLP	4/25/2016	\$5,100.00 BALANCE OF 2015 AUDIT
Paid Chk# 019788	AME ELECTRIC INC	4/25/2016	\$245.00 REPLACE WALL PACK LIGHT WITH P
Paid Chk# 019789	BOLTON & MENK, INC.	4/25/2016	\$2,007.00 MAYER WETLAND PROJECT
Paid Chk# 019790	DOODLES LOCK & KEY INC	4/25/2016	\$24.00 3 LOCKS REKEYED
Paid Chk# 019791	FLAGSHIP RECREATION	4/25/2016	\$6,150.00 OODLE SWING, INSTALL & DELIVER
Paid Chk# 019792	HACH COMPANY	4/25/2016	\$146.76 FLUORIDE
Paid Chk# 019793	JERRY'S TRANSMISSION SERVI	4/25/2016	\$175.85 SERVICE PUMP - REPLACE SMALL D
Paid Chk# 019794	METRO WEST INSPECTION SER	4/25/2016	\$4,597.62 MARCH 2016 BLDG INSP
Paid Chk# 019795	MOBIL - EXXON/MOBIL	4/25/2016	\$281.75 MARCH 2016 STATEMENT
Paid Chk# 019796	MYRON TAYLOR	4/25/2016	\$30.00 3 COMPOST HOURS 4/20/16
Paid Chk# 019797	NORVILLE LUEBKE	4/25/2016	\$40.00 4 COMPOST HOURS 4/23/16
Paid Chk# 019798	OWENS COMPANIES, INC.	4/25/2016	\$300.00 SPRING INSPECTION - WWTF MINI-
Paid Chk# 019799	PINE PRODUCTS INC	4/25/2016	\$56.00 CITY SIGN MULCH
Paid Chk# 019800	POSTMASTER	4/25/2016	\$215.00 PERMIT #16 ANNUAL FEE
Paid Chk# 019801	R & V SERVICE	4/25/2016	\$561.05 HALOGEN BULB, ALIGN FORD RESCU
Paid Chk# 019802	TOTAL ENERGY SYSTEMS, LLC	4/25/2016	\$1,162.00 WTP MAINTENANCE
Paid Chk# 019803	UTILITY CONSULTANTS, INC.	4/25/2016	\$1,762.20 WWTF SAMPLES
Paid Chk# 019804	VISA	4/25/2016	\$257.23 SALES TAX CR COMPUTERS
Total Checks			\$66,249.08

COUNCIL APPROVAL -
SIGNATURES/INITIALS _____



Date: May 3, 2016

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

SUBJECT: FIRE REPORT FOR MONTH ENDING – 04/30/16

TOWNSHIP CALLS:

<u>DATE</u>	<u>TIME</u>	<u>TOWNSHIP</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>
			NONE	

CITY OF MAYER CALLS:

<u>DATE</u>	<u>TIME</u>	<u>DESCRIPTION/ADDRESS</u>	<u>MAN HOURS</u>
04/01/16	2246	Medical, 2464 River Bend Trail	15
04/09/16	1337	Medical, 209 Bluejay Ave	15
04/13/16	1319	Mutual Aid St Boni, Barn Fire; 9450 W Hill Rd	20
04/15/16	1119	Mutual Aid Waconia, House Fire; 193 Sunset Blvd	8
04/16/16	1408	Medical, 419 Bluejay Ave, #107	12
04/20/16	0305	Medical, 605 Bluejay Ave	15
04/29/16	1147	Medical, 209 Bluejay Ave	9

FIRE DEPARTMENT TRAININGS/ACTIVITIES FOR MONTH ENDING 04/30/16

04/04/16	Regular Meeting
04/11/16	Group Training -- Extrication Tools
04/09/16	Active Shooter Training, Jordan Scale Site
04/14/16	Carver County Chief's Meeting at Chanhassen
04/16/16	Active Shooter Training, Jordan Scale Site
04/18/16	Regular Training – HAZ-MAT
04/23/16	Active Shooter Training, Jordan Scale Site
04/30/16	Active Shooter Training, Jordan Scale Site

CITY OF MAYER
PERMIT REPORT

	APRIL		2nd Quarter		2016 YEAR TO DATE	
	Permits	Valuation	Permits	Valuation	Permits	Valuation
Residential						
New Single Family Homes	2	\$522,049.00	2	\$522,049.00	11	\$2,456,690.00
Townhouse/Twin Homes	0	\$0.00	0	\$0.00	0	\$0.00
House Additions	1	\$49,000.00	1	\$49,000.00	1	\$49,000.00
House Remodels/Basement Finish	0	\$0.00	0	\$0.00	5	\$87,250.00
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	0	\$0.00	0	\$0.00	0	\$0.00
Decks/Deck Ftgs Only	3	\$29,016.00	3	\$29,016.00	5	\$42,456.00
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	1	\$0.00	1	\$0.00	1	\$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	0	\$0.00	0	\$0.00	1	\$0.00
Plumbing Permits	1	\$0.00	1	\$0.00	5	\$0.00
Re-Roof, Re -Side, Re-Window	4	\$0.00	4	\$0.00	5	\$0.00
Fence	0	\$0.00	0	\$0.00	0	\$0.00
Miscellaneous	0	\$0.00	0	\$0.00	0	\$0.00
TOTAL RESIDENTIAL	12	\$600,065.00	12	\$600,065.00	34	\$2,635,396.00
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	\$9,000.00
Plumbing Permits	0	\$0.00	0	\$0.00	0	\$0.00
Fire Sprinkler	0	\$0.00	0	\$0.00	0	\$0.00
Miscellaneous	1	\$5,000.00	1	\$5,000.00	1	\$5,000.00
TOTAL COMMERCIAL/INDUSTRIAL	1	\$5,000.00	1	\$5,000.00	2	\$14,000.00
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	13	\$605,065.00	13	\$605,065.00	36	\$2,649,396.00

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 9, 2016
Item Name: Resolution 5-9-2016-15 Pay Adjustment Public Works
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 5-9-2016-15 Pay Adjustment for Public Works Employee.

EXPLANATION OF AGENDA ITEM *(Include a description of background, benefits, and recommendations.)*
 City Council has made the decision to adjust public works pay when an advancement of the license occurs.

Public Works Staff has taken the exam for the class C wastewater and has passed the test.
 Staff is requesting that Public Works staff be given \$1.00 per hour pay adjustment effective date of April 12, 2016.
 Staff is requesting approval of resolution 5-9-2016-15 Pay Adjustment for Public Works Employee.

<p>FINANCIAL IMPLICATIONS:</p> <p>Funding Sources & Uses: _____</p> <p>Budget Information:</p> <p style="padding-left: 40px;">Budgeted _____</p> <p style="padding-left: 40px;">Non Budgeted _____</p> <p style="padding-left: 40px;">Amendment Required _____</p>	<p>ADVISORY BOARD RECOMMENDATIONS:</p> <p>Other _____</p>
---	--

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



City of Mayer
Resolution No. 5-9-2016-15

Pay Adjustment for Public Works Employee

WHEREAS, the Mayer City Council believes it is in the best interest of the City to have educated and well trained employees, and; has made the decision to support the ongoing education of its employees, and;

WHEREAS, the Council committed to employee growth and has made the decision to support the ongoing education of its employees, and;

WHEREAS, the Public Works Employee has taken and passed his Class C waste water exam, and;

WHEREAS, the City Council has budgeted for a pay adjustment to address the increased pay for the additional licensure.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mayer, Minnesota, that Kyle Kuntz whose position is Public Works pay is increased by \$1.00 per hour for obtaining his Class C waste water license on effective April 12, 2016.

Adopted by the City Council of the City of Mayer, Minnesota this 9th day of May, 2016.

Gerald W. Thomas, Mayor

ATTEST: _____
Lois Maetzold, City Clerk



Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

April 12, 2016

Kyle Kuntz
320 4th St NE
Mayer, MN 55360

Dear Kyle Kuntz:

It is a pleasure to inform you that you have passed the written examination for the Class C test. Your score was 79 percent.

In accordance with Minnesota Rules chapter 9400, you will be certified and receive your certificate, upon receipt of the **\$45 certification fee (NOTE: fee increased January 1, 2011) and a copy of this letter**. You must submit the certification fee within 90 days of the date of this letter. After 90 days your score becomes invalidated and you must retest to become certified.

Please mail the letter and certification fee, made payable to the **Minnesota Pollution Control Agency** to:

MPCA
Dianne Navratil, Certification Coordinator
Attn: Fiscal - 6
520 Lafayette Road North
St. Paul, Minnesota 55155-4194

We commend you for the interest you have shown by your effort to meet the requirements for certification. If you have any questions, please contact me at 651-757-2599 or dianne.navratil@state.mn.us.

Sincerely,

A handwritten signature in cursive that reads "Dian".

Dianne Navratil
Certification Coordinator
Certification and Training Unit
Resource Management and Assistance Division

DN:ale

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 9, 2016
Item Name: Neo Gov's Proposal
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.)

Council had requested that staff contact Neo Gov about a contract to provide on line performance review services.

Staff contacted Neo Gov for a contract and the initial cost to set up the service is \$5,984.80. There will also be additional annual costs for the system.

Mayor provided the following companies for on line performance reviews. Staff did contact them and the following are the responses.

Halogen Software	Only service employers with 100 or more employees
Trakstar	No Response
Hay Group	See Attached
McDowell and Associates	No Response
Capterra	No Response

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.** _____

NEOGOV

PROPOSAL

Mayer, City of (MN)

Luayn Ruch-Hammond

Prepared by:

Vincent Vanauker

Regional Sales Manager

(310) 658-5738

300 N. Continental Blvd

El Segundo, CA 90245

EXECUTIVE SUMMARY

NEOGOV is the market and technology leader in on-demand human resources software for the public sector and higher education institutions. The company's software solutions, including Insight, Onboard, and Perform decrease hard dollar costs, reduce staff effort, and streamline human resources processes.

NEOGOV Background

More than 1,500 public sector agencies and educational institutions of all shapes and sizes use NEOGOV's hosted solutions to recruit, select, and evaluate their workforce. NEOGOV serves more than 2 million employees and processes more than 10 million applicants annually. Because our solutions are both easy-to-use and fast to implement, we are able to offer a public sector model that is low risk, but offers a high ROI at the same time.

1,500+

CUSTOMERS

10,000,000

APPLICANTS PROCESSED ANNUALLY

98%

3-YEAR GROWTH

ONE OF THE
FASTEST GROWING
PRIVATE COMPANIES
IN LOS ANGELES

LOS ANGELES
BUSINESS JOURNAL

ONE OF THE
FASTEST GROWING
COMPANIES IN
NORTH AMERICA

Inc.
500

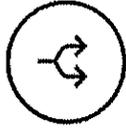
ONE OF THE
FASTEST GROWING
COMPANIES

Deloitte.
Technology Fast500



Insight

Insight automates the entire hiring and selection process from requisition to hire and is tailored for the unique needs of public sector organizations and higher education institutions.



Requisition routing & approvals



Online job posting & interest cards



Electronic job application & self service portal



Online hiring managers' portal



Panel interviews & search committee reviews



90 standard reports & ad hoc reporting tool

Advanced Screening

Reduce application review and screen time with Insight's auto-scoring applicant tracking software. Produce weighted scores and rankings by combining online tests, screening protocols, performance exams, and situational tests.

Eligible Lists & Online Referral

Generate and manage your weighted eligible list, including configurable scoring rules and additional points processing to rank and refer applicants.

Test Statistics, Analysis, & Scheduling

Analyze results, perform pass point analysis, check for adverse impact, view applicant flow, mean and standard deviation, item analysis, item discrimination, reliability, standard error of measurement, and more.

Search Committee Review and Scoring

Create a search committee and associate it to a job posting with the ability to add and remove committee members. This feature allows you to add scoring calculations.

Reports & Dashboards

Optimize your processes, visualize and analyze data, and fully grasp the impact of your HR initiatives. With Insight you have more than 90 standard reports, advanced ad-hoc reporting, and the dashboards you need to make your job easy.

Online Job Application & Career Portal

List open positions on your company website while maintaining its look and feel. Accept online job applications and ask job-specific supplemental questions. Track traffic and advertising sources and do away with the time and effort spent posting jobs and processing applications.

Applicant Tracking

Quickly manage all applicant and recruiting data throughout the applicant selection process. Enhance applicant and staff experience by eliminating paper and reducing bottlenecks. Generate email notifications, maintain applicant history, track applicant skills, and more.

"With our old system only 54% of applicants were applying online. Within the first three months of using NEOGOV, we have 95% of applicants applying online."

DEBBIE NISHIYAMA

State Of Hawaii



Onboard

Onboard enables new hires to become more productive from their first day on the job by streamlining new hire paper work, processes and training.



Welcome page for new hires



I-9, W4 and custom forms



Onboarding checklists



Digital Signatures



Internal approvals and workflow



Standard and ad hoc reports

I-9 & W-4 Forms

New hires complete I-9 and W-4 forms online in minutes. Employees can sign forms using a mouse, allowing them to complete their new hire checklist online prior to day one.

Online Forms

With Onboard, you can assign forms to specific employees, groups, and departments. Set up your required fields and approval routing, and you're done.

Digital Signatures

Signatures look just like wet signatures because employees can use their hand and mouse to sign any online form. Additionally, new employees have their own access accounts with unique credentials for strengthened authentication and security.

New Hire Self Service Portal

Configure your new hire portal with interactive social collaboration, questions and answers, documents, trainings, and videos. Communicate your organization's mission and values, and relevant training information to new hires while they are going through the onboarding process.

"Onboard greatly cut backs on the amount of time we need to spend with every employee. It's nice to be able to give the new employee information before they start. They are excited to get started and learn more about us."

MARLENE ERGEN

College of Saint Benedict
Saint John's University



Perform

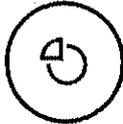
Perform is the only full-featured employee performance management software in the marketplace that's packed with functionality for the public sector and educational institutions.



Configurable performance evaluation forms



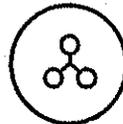
Competency and goal management



360 feedback and self evaluations



Automatic email reminders



Social collaboration



Reports and dashboards

Online Performance Evaluation Forms

Automate year-end and probationary employee appraisals and allow your HR team to replace manual systems. Measure competencies and goals, develop succession plans, and automate the employee evaluation process.

Manage Competencies

Identify competency and skill gaps within your organization using one-on-one and/or 360 feedback, self-ratings, and competency models. Generate individual development plans and recommend trainings based on an employee's competency scores.

Reports And Dashboards

Analyze employee performance data to identify skill gaps and optimize employee development. Track progress on measured organizational alignment and progress against goals.

"The ease and flexibility of having performance evaluations online has been a huge factor that generates positive feedback from employees."

DARCY LOWERY
City of Avondale

IMPLEMENTATION STEPS

NEOGOV's world-class implementation, training, and support help you make the most of NEOGOV's powerful solutions. As part of your Insight implementation, NEOGOV conducts a project kick-off meeting to review the project timeline, deliverables, and establish project expectations. As your proactive partner, NEOGOV will establish an agency-specific training environment that will be used during training and post-training to allow you to learn the system and begin defining new roles, responsibilities, and activities within the HR staff.

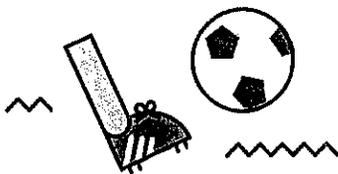
In order to ensure your success, NEOGOV will deliver online training videos to agency recruiters. We also provide all required user exercises and user guides to the agency.

Following the training, your agency will have full access to the training environment. Additionally, your agency has full access to our Customer Support Help Desk during the training to help new users fully utilize NEOGOV. Our existing customers find that this unique implementation approach enables their users to become familiar with Insight in a safe environment, promoting system use and leading to a more successful rollout.

① Build your team



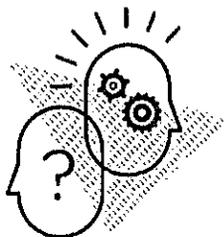
② Project kickoff



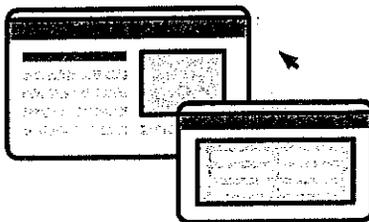
③ Online training



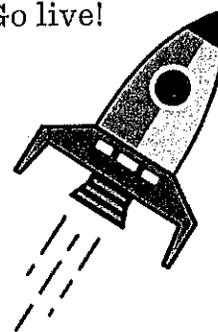
④ Practical learning



⑤ Prepare production environment



⑥ Go live!



Order Form

Customer:

Bill To:

Mayer, City of (MN)	Luayn Ruch-Hammond <i>Same as Customer Information</i>
----------------------------	---

Quote Date:

Revision: 1

Valid From:

Valid To: Today plus 60 days

Order Number:

Requested Service Date:

Initial Term: 12 Months

Order Summary

Annual Recurring Fees

<u>Line</u>	<u>Description¹</u>	<u>Annual Recurring Cost</u>
1.	Insight Enterprise Edition (IN) IN License <i>Not Selected</i>	
2.	GovernmentJobs.com Job Posting Subscription (GJC) GJC License <i>Not Selected</i>	
3.	Perform (PE) PE License <i>Discounted</i>	\$3,484.80
4.	Onboard (ON) ON License <i>Not Selected</i>	
5.	NEOGOV Integrations Integration Maintenance <i>Not Selected</i>	
Sub-Total:		\$3,484.80

Order Form

Non-Recurring Fees

Line	Description ¹	Non-Recurring Fees
NEOGOV Services		
6.	Insight (IN)	
	Setup and Implementation	<i>Not Applicable</i>
	Training	<i>Not Applicable</i>
Perform (PE)		
	Setup and Implementation	<i>Discounted</i> \$1,250.00
	Training	<i>Discounted</i> \$1,250.00
Onboard (ON)		
	Setup and Implementation	<i>Not Applicable</i>
	Training	<i>Not Applicable</i>
	Onboard form building as Professional Service ²	<i>See below</i>
NEOGOV Integrations		
	Setup and Configuration	<i>Not Applicable</i>
Sub Total:		\$2,500.00
Order Total:		\$5,984.80

¹More detailed descriptions of the services are contained in the order detail for each service, which are incorporated herein and made a part hereof by this reference.

Note: Items designated as Not Applicable (N/A, NA) on the Summary form are not included. Customers may request a quote for these services at their discretion through the term of this contract.

²NEOGOV ON includes I9 and W2 standard forms that are regularly updated by NEOGOV. Additional forms or form maintenance are available by NEOGOV Professional services at the following cost:

- Background forms \$295 per form
- Dynamic Form \$195 per form
- Updates to existing forms \$200 an hour

Additionally, during the term of any subscription license, the Customer will be provided:
 Customer Support - Provided to the Customer both on-line and by telephone Monday – Friday, 6:00 AM – 6:00 PM PT (excluding NEOGOV holidays).

Product Upgrades to Licensed Software - Customer shall receive all product upgrades to purchased package. Product upgrades are automatic and available upon the next login following a product upgrade rollout.

Order Form

Order Detail

Note: Items designated as Not Applicable (N/A, NA) on the Summary form are not included. Customers may request a quote for these services at their discretion through the term of this contract.

1.0 Insight Enterprise (IN)

License Subscription to NEOGOV IN

The Customer's subscription to the Insight platform includes the following functionality:

Recruitment

- Online job application
- Online applications integration with current Customer website
- Online job announcements and descriptions
- Automatic online job interest cards
- Recruitment and examination planning

Selection

- Configurable supplemental questions
- Define unique scoring plans
- Test analysis and pass-point setting
- Score, rank, and refer applicants

Applicant Tracking

- Email and hardcopy notifications
- EEO Data collection and reports
- Track applicants by step/hurdle
- Schedule written, oral, and other exams
- Candidate Self-Service Portal for scheduling and application status

Reporting and Analysis

- 90 standard system reports
- Ad Hoc reporting tool

HR Automation

- Create and route position requisitions for approval
- Certification/eligible lists

2.0 GovernmentJobs.com Job Posting Subscription

(GJC) License Subscription

- Enables organizations to advertise their job postings created in Insight on the GovernmentJobs.com website.
- May add an unlimited number of postings

Note: jobs advertised on the promotional and transfer webpage's are not advertised on GovernmentJobs.com as these are typically for internal employees.

Order Form

3.0 NEOGOV Perform (PE)

License Subscription to NEOGOV PE

The annual license for the NEOGOV Performance Evaluations Software includes the following:

- Configurable Performance Evaluations
- Goal Library
- Shareable Competency Content
- Development Plans
- Configurable Process Workflows
- Ability to build Content sections for re-use
- Configurable Rating Scales
- Ability to build Library of Writing Assistants
- 360 Reviews
- Configurable Email Notifications
- Automatic Evaluation Creation
- Ability to perform actions in bulk for Employees & Evaluations

4.0 NEOGOV Onboarding (ON)

License Subscription to NEOGOV ON

- Electronic Employee File
- W4
- I9
- Configurable Workflow
- Task Manager
- Employee data upload
- Attachments
- Build your own Onboarding forms*

*NEOGOV ON includes I9 and W2 standard forms that are updated by NEOGOV. Additional forms or form maintenance is available by NEOGOV Professional services at the following cost:

- Background forms \$295 per form
- Dynamic Form \$195 per form
- Updates to existing forms \$200 an hour

5.0 NEOGOV Integrations

NEOGOV offers Standard Integrations as well as platform APIs for 3rd party system integration(s).

Standard Integrations include:

- Business Process Re-engineering
- Conduct project scope, review integration plan, discuss timeline, and set schedule for required meetings
- Annual Maintenance By NEOGOV to re-configure integrations

Note: NEOGOV APIs are to be configured directly by Customer staff using NEOGOV documentation. If required, Professional Services may be included by NEOGOV to help define and validate scope, business requirements, timelines, and associated costs (if applicable).

6.0 NEOGOV Services

Setup and Provisioning

The following activities are conducted as part of the NEOGOV implementation:

- Customer to review the project kick-off tutorial for information on the project timeline, deliverables, and establish project expectations.
- NEOGOV will establish the Customer's production environment

Training

NEOGOV training is available online (web-based, pre-built, content) unless otherwise proposed as included in the Order Form. All customers have full access to the demo/training environment setup for Insight.

NEOGOV's pre-built, online training consists of a series of web courses as well as a series of hands-on exercise designed to introduce the standard features and functions and may be used as reference material by the staff following training to conduct day-to-day activities. The pre-built, online training includes exercises that are designed to be flexible enough to allow Customer led training sessions internally to introduce user-specific requirements and processes for staff to learn the system as closely as possible to the customer's actual recruitment processes after go-live.

Order Form

Order Form Terms and Conditions:

(1) The Customer hereby orders and GovernmentJobs.com, Inc. (d/b/a NEOGOV, Inc., hereafter "NEOGOV") agrees to provide the services described in this Order Form. THE SERVICES ARE PROVIDED PURSUANT TO THE TERMS AND CONDITIONS OF THIS ORDER FORM AND THE SERVICE AGREEMENT BETWEEN NEOGOV AND THE CUSTOMER.

(2) The Customer agrees that the payment schedule is as follows:

Provide all required software and Licenses

- One hundred percent (100%) of the annual license price (including any Integrations) is payable within thirty (30) days of the NEOGOV creation of the associated production environment for the Customer. (LICENSE)

Training

- One hundred percent (100%) of the training price is payable within thirty (30) days of NEOGOV delivery of training materials for the associated production environment. (TRAINING)

Software Implementation

- One hundred percent (100%) of the non-recurring costs are to be paid to NEOGOV within thirty (30) days of NEOGOV delivery of implementation materials for the associated production environment. (SETUP)

(3) Neither the Customer nor NEOGOV will be bound by this Order Form until it has been signed by authorized representatives of both parties.

(4) Changes or alterations to this Order Form will not be accepted.

THERE ARE SIGNIFICANT ADDITIONAL TERMS AND CONDITIONS, WARRANTY DISCLAIMERS AND LIABILITY LIMITATIONS CONTAINED IN THE SERVICE AGREEMENT BETWEEN THE CUSTOMER AND NEOGOV.

DO NOT SIGN THIS ORDER FORM BEFORE YOU HAVE READ THE SERVICE AGREEMENT IN ITS ENTIRETY. YOUR SIGNATURE BELOW INDICATES THAT YOU HAVE READ THE SERVICE AGREEMENT AND AGREE TO BE BOUND BY ITS PROVISIONS.

<u>Customer</u>	<u>NEOGOV</u>
Signature: _____	Signature: _____
Print Name: _____	Print Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Service Agreement

THIS ONLINE SERVICES AGREEMENT (this "Agreement") is made and entered into this 27th day of April 2016 by and between GovernmentJobs.com, Inc., a California corporation (d/b/a "NEOGOV"), and the City of Mayer, MN, a public entity acting by and through its duly appointed representative ("Customer").

1. Provision of Online Services.

(a) Customer hereby engages NEOGOV, and NEOGOV hereby agrees (subject to the terms and conditions set forth herein), to provide the services (the "Services") more fully described in this Agreement and in Exhibit A (Order Form). Customer hereby acknowledges and agrees that NEOGOV's provision and performance of the Services is dependent and conditioned upon Customer's full performance of its duties, obligations and responsibilities hereunder.

2. Additional NEOGOV Responsibilities. In connection with the performance of this Agreement, NEOGOV shall be responsible for the following:

(a) NEOGOV shall provide all required hosting and operations support for the applications provided through this agreement.

(b) NEOGOV shall follow those support, maintenance and other procedures and shall provide those support, maintenance and other services to Customer more fully described in this Agreement.

3. Customer Responsibilities. In connection with the performance of this Agreement and the provision of the Services, Customer shall be responsible for the following:

(a) NEOGOV's logos, including the "powered by" logo, will appear on the "employment opportunities", "job description" and other pages of Customer's web site.

(b) Customer shall be responsible for ensuring that Customer's use of the Services and the performance of Customer's other obligations hereunder comply with all laws applicable to Customer.

(c) Customer shall be responsible, as between NEOGOV and Customer, for the accuracy and completeness of all records and databases provided by Customer in connection with this Agreement for use on NEOGOV's system.

4. Ownership, Protection and Security.

(a) The parties agree that the NEOGOV marks and the Customer marks may both be displayed on and through NEOGOV's system(s).

(b) Ownership of any graphics, text, data or other information or content materials and all records and databases supplied or furnished by Customer hereunder for incorporation into or delivery through the application(s) described in this agreement shall remain with Customer, and NEOGOV shall cease use of all such material upon termination of this Agreement.

(c) Customer acknowledges and agrees that nothing in this Agreement or any other agreement grants Customer any licenses or other rights with respect to NEOGOV's software system (source code or object code) other than the right to receive Services as expressly provided herein. NEOGOV shall retain all ownership in the intellectual property and all other proprietary rights and interests associated with NEOGOV's software system and Services and all components thereof and associated documentation, except as expressly provided herein.

(d) NEOGOV grants to Customer a limited license during the term of this Agreement to use and reproduce NEOGOV's trademarks and logos for purposes of including such trademarks and logos in advertising and publicity materials and links solely as permitted hereunder. All uses of such trademarks and logos shall conform to Customer's standard guidelines and requirements for use of such trademarks and logos.

5. NEOGOV Representations and Warranties.

(a) *Service Performance Warranty.* NEOGOV warrants that it will perform the Services in a manner consistent with industry standards reasonably applicable to the performance thereof.

(b) *No Other Warranty.* EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS SECTION 5, THE SERVICES ARE PROVIDED ON AN "AS IS" BASIS, AND CUSTOMER'S USE OF THE SERVICES IS AT ITS OWN RISK. NEOGOV DOES NOT MAKE, AND HEREBY DISCLAIMS, ANY AND ALL OTHER EXPRESS AND/OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT AND TITLE, AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE, OR TRADE PRACTICE. NEOGOV DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED, ERROR-FREE, OR COMPLETELY SECURE.

(c) *Disclaimer of Actions Caused by and/or Under the Control of Third Parties.* NEOGOV DOES NOT AND CANNOT CONTROL THE FLOW OF DATA TO OR FROM THE NEOGOV SYSTEM AND OTHER PORTIONS OF THE INTERNET. SUCH FLOW DEPENDS IN LARGE PART ON THE PERFORMANCE OF INTERNET SERVICES PROVIDED OR CONTROLLED BY THIRD PARTIES. AT TIMES, ACTIONS OR INACTIONS OF SUCH THIRD PARTIES CAN IMPAIR OR DISRUPT CUSTOMER'S CONNECTIONS TO THE INTERNET (OR PORTIONS THEREOF). ALTHOUGH NEOGOV WILL USE COMMERCIALY REASONABLE EFFORTS TO TAKE ALL ACTIONS IT DEEMS APPROPRIATE TO REMEDY AND AVOID SUCH EVENTS, NEOGOV CANNOT GUARANTEE THAT SUCH EVENTS WILL NOT OCCUR. ACCORDINGLY, NEOGOV DISCLAIMS ANY AND ALL LIABILITY RESULTING FROM OR RELATED TO SUCH EVENTS.

6. **Publicity.** Following execution of this Agreement, the parties hereto may issue a press release, the form and substance of which shall be mutually agreeable to the parties, announcing the relationship created by this Agreement. Except as expressly contemplated herein, neither party shall issue any additional press release which mentions the other party or the transactions contemplated by this Agreement without the prior consent of the other party, which consent shall not be unreasonably withheld.

7. **Nondisclosure.** Through exercise of each party's rights under this Agreement, each party may be exposed to the other party's technical, financial, business, marketing, planning, and other information and data, in written, oral, electronic, magnetic, photographic and/or other forms, including but not limited to (i) oral and written communications of one party with the officers and staff of the other party which are marked or identified as confidential or secret or similarly marked or identified and (ii) other communications which a reasonable person would recognize from the surrounding facts and circumstances to be confidential or secret ("Confidential Information") and trade secrets. In recognition of the other party's need to protect its legitimate business interests, each party hereby covenants and agrees that it shall regard and treat each item of information or data constituting a trade secret or Confidential Information of the other party as strictly confidential and wholly owned by such other party and that it will not, without the express prior written consent of the other party or except as required by law including the Public Records Act of the State of California, redistribute, market, publish, disclose or divulge to any other person, firm or entity, or use or modify for use, directly or indirectly in any way for any person or entity: (i) any of the other party's Confidential Information during the term of this Agreement and for a period of three (3) years after the termination of this Agreement or, if later, from the last date Services (including any warranty work) are performed by the disclosing party hereunder; and (ii) any of the other party's trade secrets at any time during which such information shall constitute a trade secret under applicable law.

8. **Liability Limitations.**

(a) If promptly notified in writing of any action brought against Customer based on a claim that NEOGOV's Services infringe a United States patent, copyright or trademark right of a third party (except to the extent such claim or infringement relates to any third party software incorporated into NEOGOV's applications), NEOGOV will defend such action at its expense and will pay any and all fees, costs or damages that may be finally awarded in such action or any settlement resulting from such action (provided that Customer shall permit NEOGOV to control the defense of such action and shall not make any compromise, admission of liability or settlement or take any other action impairing the defense of such claim without NEOGOV's prior written approval).

(b) Customer acknowledges and agrees: (i) that NEOGOV has no proprietary, financial, or other interest in the goods

or services that may be described in or offered through Customer's web site; and (ii) that except with respect to any material supplied by NEOGOV, Customer is solely responsible (as between NEOGOV and Customer) for the content, quality, performance, and all other aspects of the goods or services and the information or other content contained in or provided through Customer's web site.

(c) **OTHER THAN THOSE WARRANTIES EXPRESSLY SET FORTH IN THIS AGREEMENT, NEOGOV DOES NOT MAKE ANY WARRANTIES TO CUSTOMER OR ANY OTHER PERSON OR ENTITY, EITHER EXPRESS OR IMPLIED (INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE) WITH RESPECT TO THE SERVICES PROVIDED HEREUNDER. NEOGOV SHALL NOT BE LIABLE TO CUSTOMER OR TO ANY OTHER PERSON OR ENTITY, UNDER ANY CIRCUMSTANCE OR DUE TO ANY EVENT WHATSOEVER, FOR CONSEQUENTIAL OR INDIRECT DAMAGES, INCLUDING, WITHOUT LIMITATION, LOSS OF PROFIT, LOSS OF USE OR BUSINESS STOPPAGE.**

(d) Under no circumstances shall NEOGOV's total liability to Customer or any other person, regardless of the nature of the claim or form of action (whether arising in contract, tort, strict liability or otherwise), exceed the aggregate amount of fees and revenue received by NEOGOV hereunder for the prior twelve (12) month period; provided, however that the foregoing limitations set forth in this Section 8(d) shall not apply to actions brought under 8(a) above or to any injury to persons or damages to property arising out of NEOGOV's gross negligence or willful, gross misconduct.

9. Term and Termination.

(a) This Agreement shall commence as of the date hereof and remain in effect for twelve (12) months unless terminated by either party as set forth herein ("Initial Term").

(b) This Agreement may be renewed for additional terms ("Renewal Term") equal in duration to the Initial Term provided Customer notifies NEOGOV at least thirty (30) days prior to the end of the Initial Term or a Renewal Term.

(c) NEOGOV reserves the right to terminate this Agreement immediately if the Services provided hereunder become illegal or contrary to any applicable law, rule, regulation or public policy. Each party shall have the right to terminate this Agreement upon sixty (60) days prior written notice to the other party.

(d) Within sixty (60) days of last date of use provided within notification of termination of this Agreement, NEOGOV shall provide Customer with a dedicated data file (flat file format). The dedicated data files will be comprised of Customer's standard data contained in NEOGOV's system. The structure of the relational database will be specific to the Customer's data and will not be representative of the proprietary NEOGOV database.

10. Payments.

(a) *Initial Term.* See Exhibit A (Order Form).

(b) *Renewal Term(s).* For each Renewal Term, NEOGOV will continue to provide Customer with the Services, and will provide maintenance and support services as described herein, provided Customer issues a purchase order or modification to this Agreement and pays NEOGOV in advance the annual recurring charges then in effect. If there is an increase in annual maintenance and support charges, NEOGOV shall give Customer written notice of such increase at least thirty (30) days prior to the expiration of the applicable term.

11. **Force Majeure.** NEOGOV shall not be liable for any damages, costs, expenses or other consequences incurred by Customer or by any other person or entity as a result of delay in or inability to deliver any Services due to circumstances or events beyond NEOGOV's reasonable control, including, without limitation: (i) acts of God; (ii) changes in or in the interpretation of any law, rule, regulation or ordinance; (iii) strikes, lockouts or other labor problems; (iv) transportation delays; (v) unavailability of supplies or materials; (vi) fire or explosion; (vii) riot, military action or usurped power; or (viii) actions or failures to act on the part of a governmental authority.

12. **Piggyback Clause.** It is understood and agreed by Customer and NEOGOV that any governmental entity may

purchase the services specified herein in accordance with the prices, terms, and conditions of this agreement. It is also understood and agreed that each local entity will establish its own contract with NEOGOV, be invoiced therefrom and make its own payments to NEOGOV in accordance with the terms of the contract established between the new governmental entity and NEOGOV. It is also hereby mutually understood and agreed that Customer is not a legally bound party to any contractual agreement made between NEOGOV and any entity other than Customer.

13. Miscellaneous. Either party may not assign its rights or obligations under this Agreement without the prior written consent of the other party. This Agreement may not be modified or amended (and no rights hereunder may be waived) except through a written instrument signed by the party to be bound. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall be governed by and construed in accordance with the laws of the State of California without giving effect to conflict of law rules. Customer acknowledges and agrees that this Agreement is not intended to be and shall not be construed to be a franchise or business opportunity.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective duly authorized officers as of the date set forth above.

Customer

Signature: _____
Print Name: _____
Title: _____
Date: _____

GovernmentJobs.com, Inc., a California corporation

Signature: _____
Print Name: Scott Letourneau
Title: President
Date: _____



KORN FERRY

Korn Ferry Talent Review

Effective succession planning and development.

Organizations that effectively implement succession planning are rewarded with a substantial ROI. They differentiate talent by identifying high potentials, seasoned professionals, and solid performers. They also use robust development plans to maximize the value of their talent.

Korn Ferry Talent Review provides organizations with a strategic, systemic, and deliberate process to identify potential leaders and provide them with the development opportunities they need to succeed.

Keys to this succession planning process:

- An accurate assessment of long-term potential.
- Identification of mission-critical competencies.
- Talent development through strategic job assignments, target learning experiences, coaching, and mentoring.

Creating an efficient talent pipeline.

Current leaders often prefer to promote their executive successors from within the organization because of their extensive first-hand business and industry knowledge. Therefore, to identify, develop, and retain high-potential leaders it is critical to develop "the right people, at the right place, at the right time."

Korn Ferry Talent Review harnesses the power of extensive research and proven methodologies that help organizations identify and develop the right people. It reduces the cost and risk of poor succession decisions.

At a glance:

- ▶ Includes resources to help managers guide their teams through the Talking Talent and Talking Development exercises.
- ▶ Incorporates the latest research on measuring the seven signposts of leadership potential.
- ▶ Differentiated, easy-to-implement development plans based on the 70/20/10 ratio.



Key components.

Performance and Potential Matrix.

Managers and executives evaluate and differentiate talent by placing them on the Performance and Potential Matrix. This becomes a valuable tool to guide the Talking Talent and Talking Development sessions.

Talking Talent.

Talking Talent sessions allow executives and managers within a business unit or functional group to discuss each name on the matrix, thus determining if that person has been placed in the appropriate cell.

These challenging peer review discussions are designed to provide a framework for doing just that—talking talent. And, while many organizations have used a nine-cell matrix for years, few have the expertise to define the axes of performance and potential that make talent comparisons meaningful.

Talking Development.

Following Talking Talent, we use Talking Development to create development plans for high-potential talent based on their placement within the Performance and Potential Matrix.

Executives and managers then use these plans to provide targeted and specific development for high-potential talent, and for debriefing talent about their development.

Supporting resources:

- Korn Ferry Talent Review Manager's overview.
- Korn Ferry Talent Review Manager's guide to Talking Talent.
- Korn Ferry Talent Review Manager's guide to Talking Development.
- Korn Ferry Talent Review Facilitator's guide.
- Korn Ferry Performance and Potential.
- Performance and Potential Matrix placemat.

Identifying high-potential leaders.

Korn Ferry Assessment of Leadership Potential.

This assessment provides organizations with the ability to objectively and accurately identify people with high leadership potential. Comprehensive and easy-to-use, the tool utilizes research to determine and measure the seven key signposts of leadership potential:

- ▶ **Learning agility:** the ability and willingness to learn from experience and apply that learning to perform successfully under new and first-time conditions.
- ▶ **Formative experiences:** the experiences that have shaped and prepared a candidate to be successful in higher-level positions.
- ▶ **Self-awareness:** the ability to identify personal strengths and weaknesses and how they affect others.
- ▶ **Leadership traits:** the traits that contribute to being a successful leader.
- ▶ **Motivation to lead:** the drive and desire to be a leader.
- ▶ **Logic and reasoning:** the cognitive abilities necessary to solve complex problems.
- ▶ **Derailment risk:** the risk of failure in higher-level positions.

To learn more about the Korn Ferry Assessment of Leadership Potential or the seven signposts, visit www.kornferry.com.

Luayn Ruch-Hammond

From: David Kittle [dkittle@halogensoftware.com]
Sent: Tuesday, May 03, 2016 2:48 PM
To: Luayn Ruch-Hammond
Subject: RE: following up

Hi Luayn,

I'm sorry to tell you that you are too small for our software solutions. The minimum number of employees were charge for is 100.

From: Luayn Ruch-Hammond [mailto:cityadmin@frontiernet.net]
Sent: Tuesday, May 03, 2016 3:36 PM
To: David Kittle
Subject: RE: following up

David,

We are looking to do performance management. We are a very small work force. The City currently has 3 fulltime and 1 part time employee. We would also like to use it for some of the fire chief and assistant.
Luayn

From: David Kittle [mailto:dkittle@halogensoftware.com]
Sent: Tuesday, May 03, 2016 2:29 PM
To: cityadmin@frontiernet.net
Subject: following up

Hi Luayn,

I was asked to follow up with you regarding some information on our talent management software tools. I need to know how many employees you have and what tools are you looking at using (performance reviews, succession planning, job descriptions etc).

Thanks Luayn and I look forward to hearing from you soon.

David Kittle
Inside Sales Representative

HALOGEN SOFTWARE INC.
Talent Management Solution of Choice
Toll Free: 1-877-846-9002 Ext.4160
Tel: 613.270.1011 Ext. 4160 | Fax: 613.270.8311

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Myers Briggs® Module

REQUEST FOR CITY COUNCIL ACTION

Meeting Date: May 9, 2016
Item Name: Pedestrian in the Crosswalk Signs
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 Staff had applied for permits for the crosswalks at 4th Street and Highway 25 and also for Hidden Creek Boulevard and Highway 25. The state approved the permits and signs were ordered for the crosswalks. Signs were installed on Tuesday, April 26, 2016 within a couple of days both of the signs had been hit by vehicles and destroyed.
 The cost for the signs was \$329.95 (signs \$129.00 stands \$200.95).
 Staff did receive an email from a resident about the sign at Hidden Creek Boulevard and Highway 25 how pleased they were with the sign.

Staff is requesting Council discussion and direction on either the replacement of the signs or other options.

<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. _____



Mayer City Council
 Staff Report
 May 9, 2016

C-1 General Commerce District Side Yard Setback Requirement

APPLICATION DATA

Meeting Date: May 9, 2016
Applicant: This is a City of Mayer initiated review

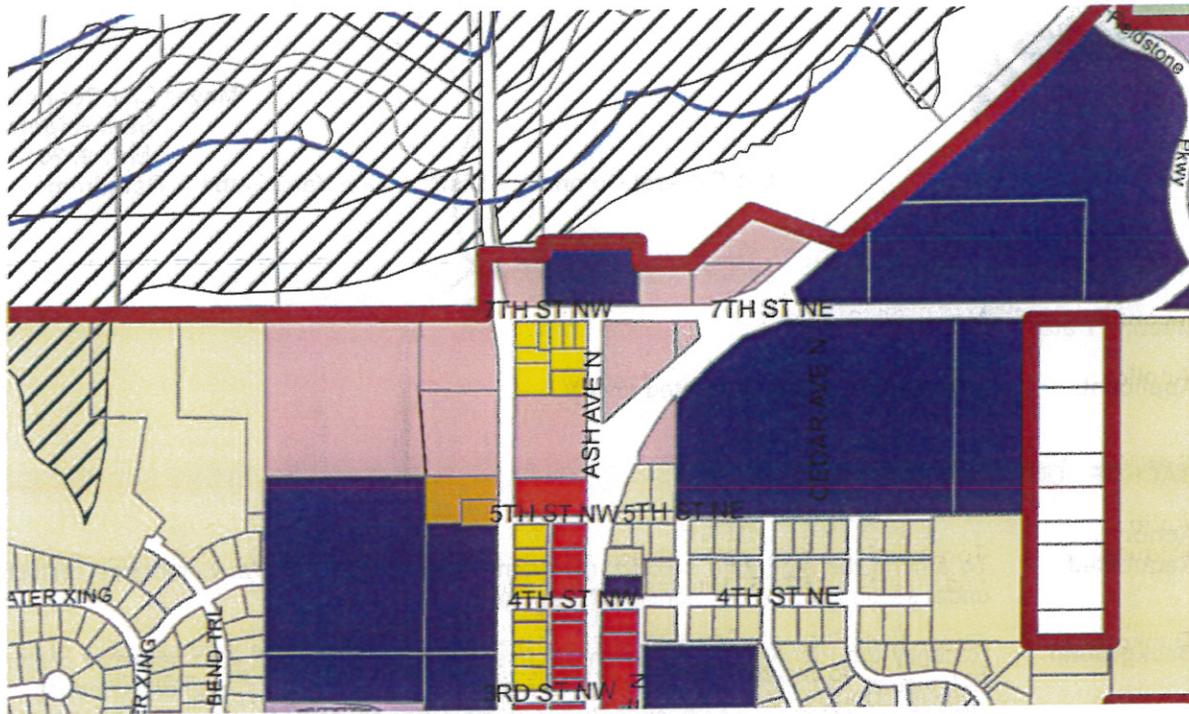
BACKGROUND DATA

Action Requested: To amend the side yard setback requirement in the C-1 General Commerce District under section 152.062 Dimensional Standards.

Background: Recently the Planning Commission discussed changing the side yard setbacks of the C-1 district to match what was recently approved with the C/I Commercial/Industrial District. The side yard setback for the C/I district was changed from thirty feet to twenty feet and now it is proposed to change the side yard setback in the C-1 district from thirty feet to twenty feet as well. At the May 3, 2016 Planning Commission meeting, the Planning Commission voted 6-0 to recommend changing the side yard setback in the C-1 district from thirty feet to twenty feet.

The intent of the C-1 district is *"To provide appropriate areas in proximity to thoroughfares for commercial retail and service establishments that are oriented to the motoring public are not compatible with the desired character of the downtown."* The intent of the C/I district is *"The intent of this district is to provide land in proximity to major thoroughfares for the development of certain activities that will strengthen local employment opportunity and tax base of the city. Such a zone will be characterized by a positive overall visual appearance that is compatible with the predominant residential aesthetic character of the city."*

Overall the C-1 district is oriented towards commercial uses dependent upon automobiles, while the C/I district is more industrial in nature. All uses in the C-1 district are also allowed in the C/I district. A portion of the zoning map is shown that depicts the area of the city where the C-1 district is located.



The text below includes the table from Section 152.062 of the zoning ordinance that shows all the requirements from each of the districts. The new text is underlined> and the deleted text is struck-through.

Section 152.062 Dimensional Standards.

<i>District</i>	<i>Lot Area</i> ¹	<i>Lot Width</i> ²	<i>Maximum Density</i> ³	<i>Front Yard</i> ⁴	<i>Side Yard</i> ⁵	<i>Rear Yard</i> ⁶	<i>Maximum Height</i>	<i>Lot Coverage</i> ⁷
A	40 acres ¹	300 ft.	1/40 acre	50 ft.	50 ft.	50 ft.	50 ft.	N/A
R-1	10,000 sq. ft. ¹	85 ft.	3/acre	30 ft.	10 ft.	30 ft.	30 ft.	35%
R-2	7,000 sq. ft. ¹	100 ft.	6/acre	30 ft.	10 ft.	30 ft.	35 ft.	50%
R-3	2,720 sq. ft. ¹	120 ft.	22/acre	30 ft.	10 ft.	30 ft.	40 ft.	75%
PRD	Varies	Varies	Varies	30 ft.	10 ft.	30 ft.	40 ft.	Varies
C-1	20,000 sq. ft.	120 ft.	N/A	30 ft.	<u>20</u> 30 ft.	30 ft.	40 ft.	75%
C-2	7,500 sq. ft.	50 ft.	N/A	N/A	N/A	N/A	40 ft.	N/A
C/I	15,000 sq. ft.	100 ft.	N/A	30 ft.	20 ft.	30 ft.	40 ft.	85%
P/I	20,000 sq. ft.	120 ft.	N/A	30 ft.	30 ft.	30 ft.	40 ft.	50%

¹ Minimum lot area per dwelling unit.

² Minimum lot width is the horizontal distance between the side lot lines of a lot measured at the front yard building setback line.

³ Units per net acreage (net acreage equals gross acreage less wetlands, surface water, floodplain, and existing road easements or rights-of-way).

⁴ Parking and loading areas shall be set back a minimum of 10 feet.

⁵ Side yards with street frontage (corner lots) in residential districts shall be the same distance as the required front yard setback for that district. Parking and loading areas shall be set back a minimum of 10 feet.

⁶ Parking and loading areas shall be set back a minimum of 10 feet.

⁷ Relationship of impervious surface area to total site area.

ALTERNATIVES:

Text Amendment

1. Approve the text amendment.
2. Table the text amendment to a date specific, and provide staff with direction on the issues that have been discussed.
3. Deny the text amendment.

ACTION:

After review and discussion by the members of the City Council has taken place, a motion is in order to approve, deny or table the text amendment. If you have any questions prior to the City Council meeting, please feel free to contact me at: jandersonmdg@gmail.com or call direct at 952-855-4596 or toll free at: 1-888-763-4462 ext. 3.

Best regards,

John Anderson, Associate
Municipal Development Group, Inc.

**CITY OF MAYER
ORDINANCE 208**

**AN ORDINANCE AMENDING TITLE XV: LAND USAGE, CHAPTER 152: ZONING,
SECTION 152.062 DIMENSIONAL STANDARDS RELATING TO THE SIDE YARD SETBACK
REQUIREMENT IN THE C-1 GENERAL COMMERCE DISTRICT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAYER THAT THE FOLLOWING SECTION OF THE ZONING ORDINANCE, RELATED TO DIMENSIONAL STANDARDS, BE AMENDED TO READ AS FOLLOWS:

Section 1. Title XV: Land Usage, Chapter 152 Zoning, Section 152.062 Dimensional Standards, of the Mayer Municipal Code, is hereby amended to add the provisions with underlined text and delete the provisions with the strike-through text as follows:

SECTION 152.062 - Dimensional Standards.

<i>District</i>	<i>Lot Area</i> ¹	<i>Lot Width</i> ²	<i>Maximum Density</i> ³	<i>Front Yard</i> ⁴	<i>Side Yard</i> ⁵	<i>Rear Yard</i> ⁶	<i>Maximum Height</i>	<i>Lot Coverage</i> ⁷
A	40 acres ¹	300 ft.	1/40 acre	50 ft.	50 ft.	50 ft.	50 ft.	N/A
R-1	10,000 sq. ft. ¹	85 ft.	3/acre	30 ft.	10 ft.	30 ft.	30 ft.	35%
R-2	7,000 sq. ft. ¹	100 ft.	6/acre	30 ft.	10 ft.	30 ft.	35 ft.	50%
R-3	2,720 sq. ft. ¹	120 ft.	22/acre	30 ft.	10 ft.	30 ft.	40 ft.	75%
PRD	Varies	Varies	Varies	30 ft.	10 ft.	30 ft.	40 ft.	Varies
C-1	20,000 sq. ft.	120 ft.	N/A	<u>20</u> 30 ft.	30 ft.	30 ft.	40 ft.	75%
C-2	7,500 sq. ft.	50 ft.	N/A	N/A	N/A	N/A	40 ft.	N/A
C/I	15,000 sq. ft.	100 ft.	N/A	30 ft.	20 ft.	30 ft.	40 ft.	<u>85%</u>
P/I	20,000 sq. ft.	120 ft.	N/A	30 ft.	30 ft.	30 ft.	40 ft.	50%
¹ Minimum lot area per dwelling unit.								
² Minimum lot width is the horizontal distance between the side lot lines of a lot measured at the front yard building setback line.								
³ Units per net acreage (net acreage equals gross acreage less wetlands, surface water, floodplain, and existing road easements or rights-of-way).								
⁴ Parking and loading areas shall be set back a minimum of 10 feet.								
⁵ Side yards with street frontage (corner lots) in residential districts shall be the same distance as the required front yard setback for that district. Parking and loading areas shall be set back a minimum of 10 feet.								
⁶ Parking and loading areas shall be set back a minimum of 10 feet.								
⁷ Relationship of impervious surface area to total site area.								

Section 2. This Ordinance shall become effective following its summary passage and publication in the official newspaper of the City.

ADOPTED by the City Council of the City of Mayer, Carver County, Minnesota this 9th day of May, 2016.

Gerald W. Thomas
Mayor

ATTEST:

Moved by:
Seconded by:

Lois A. Maetzold
City Clerk

Published:
Filed with Carver County:



Mayer City Council
 Staff Report
 May 4, 2016

633 Shimmcor Street Site & Building Plan Review

APPLICATION DATA

Meeting Date: May 9, 2016
Applicant/Owner: Andrew & Shannon Riegert and David & Jenny Thurk
Address/Location: 633 Shimmcor Street
Parcel Id Number: 50.70100.80
Legal Description: Lot 1, Block 3, Sell Commercial Industrial Park 2nd Addition, Carver County, Minnesota.

ACTION REQUESTED

To approve, deny or to table a site and building plan review for a new building at 633 Shimmcor Street in the (C/I) Commercial/Industrial District.

BACKGROUND DATA

Future Land Use

Classification: The property is designated Existing MUSA Infill/Redevelopment on the future land use map and the proposed use of storage facility is allowed under this designation.

Zoning

Classification: The property is zoned (C/I) Commercial/Industrial District. The following list shows the required and proposed or existing minimum setback requirements for structures within the C/I-District.

	<u>Requirement</u>	<u>Proposed/Existing</u>
Front yard setback:	30 feet	64 feet
Rear yard setback:	30 feet	Exceeds 30 feet
Side yard setback:	20 feet	52 feet north property line south property line exceeds 20 feet
Lot coverage:	85%	68%
Height:	40 feet	Sidewalls are 16 feet 7 1/2 inches and the peak is 4:12 so well below 40 feet

Comments

Received: No comments from the public have been received as of the date of the this memo.

Background:

Plans have been submitted to construct a new building at 633 Shimmcor Street, which is located in the industrial park. The building will be used for a landscape business and outdoor storage is proposed in the rear of the lot behind the building. The property is 1.28 acres or 55,984 square feet in size. The front property line along Shimmcor Street is 213.51 feet, the north property line is 259.63 feet, the south property line is 259.60 feet and the rear or east property line is 217.80 feet. The building is proposed to be 6,624 square feet in size. The property is zoned (C/I) Commercial/Industrial District and commercial/industrial establishments used for fabricating, manufacturing, production,

processing, and storage of materials, goods, and products is a permitted use in the district.

At the May 3, 2016 Planning Commission meeting, the Planning Commission recommended approval of the site and building plan review on a 6-0 vote. The applicant was present and did ask if they had to build both access points to Shimmcor Street at this time. Although the second access point is not required, if it was not constructed some sort of turnaround bump out would be required for the parking lot.

Since this is a industrial structure, a site plan review is required under Section 152.031 of the zoning ordinance.

Site plan review requires the following submittal requirements.

- (1) *Boundary survey of parcel including identification of all monuments.*
- (2) *Scaled location of all buildings, structures, driveways, sidewalks, trails, parking stalls, and curbing.*
- (3) *Scaled identification of all setback dimensions from property lines.*
- (4) *Scaled locations of all existing and proposed utilities and easements.*
- (5) *Scaled depictions of floor plans for each story.*
- (6) *Scaled depictions of each building elevation and descriptions of exterior building materials and color schemes.*
- (7) *Scaled site grading plans, including erosion and sedimentation control mechanisms and procedures.*
- (8) *Scaled delineations of any shoreland, floodplain, or wetland areas on the site.*
- (9) *Identification of any floodplain or wetland encroachments and detailed mitigation plans.*
- (10) *Detailed landscape plans, illustrating size, types, and locations of all materials, a description of site seeding or sodding, a description of the timetable for site landscaping, and the identification of any irrigation systems.*
- (11) *Detailed descriptions of any site fencing, including type, location and height.*
- (12) *All plans shall be dated and shall bear the name(s) of the preparer(s), including professional registrations or certifications when appropriate or required.*

Since the property is located in the C/I district, additional design standards for the C/I district must be followed. Section 152.060 (E) of the zoning ordinance states that building face materials, which rapidly deteriorate or become unsightly such as galvanized metal, unfinished structural clay shall not be used. The lower 30% of the exterior front of all buildings, as measured from ground elevation, facing the main access street shall consist of materials comparable in grade and quality to the following: brick; natural stone; pre-cast concrete units and concrete block, provided that surfaces are molded, serrated or treated with a textured material in order to give the wall surface a three-dimensional character; and wood, provided surfaces are finished for exterior use and only woods of proven exterior durability such as cedar, redwood and cypress. The 30% requirement may be varied as determined appropriate to accommodate taller buildings or new buildings constructed next to or in the immediate vicinity of other buildings in order to provide a uniform and consistent effect for the area. If material other than those listed above or a variance for the 30% requirement is proposed, it shall be subject to review and approval by the Planning Commission. The roof pitch is proposed to be a 4:12 roof pitch.

At this time, the plan does not meet the 30% requirement for materials such as brick; natural stone; pre-cast concrete units and concrete block, provided that surfaces are molded, serrated or treated with a textured material in order to give the wall surface a three-dimensional character; and wood on the front of the building. Approximately 20% of the front of the structure is covered. The Planning Commission shall review and make a recommendation on this requirement.

Under section 152.101 Building Design Standards, it states that buildings located in the C/I district must include design treatments to all metal exterior structures. Such treatments include but are not limited to steep-pitch roofs, awnings, wainscoting, color bands, shutters, extra windows and combinations of other building materials. At wainscoting has been proposed.

**Building
Materials:**

The building is proposed to consist of the following. The sidewalls and roof shall be steel panels that will be a saddle tan color. The wainscoting is proposed to be 3 feet high and is proposed to be a cultured stone product.

As mentioned earlier in this memo, the applicant will be required to satisfy the building design standards under section 152.101 of the zoning ordinance.

**Off-Street
Parking:**

The applicant is proposing an industrial establishment and the off-street parking requirement other industry or manufacturing is three off-street parking spaces for every 1,000 square feet of gross floor area. The building is proposed to be 6,624 square feet, which would require twenty off-street parking spaces. At this time the applicant has proposed nineteen paved off-street parking spaces and two gravel parking spaces in the rear of the building. One of the paved parking spaces is proposed to be a handicapped space. This will meet the requirements of the zoning ordinance. Parking spaces are proposed to be nine feet wide and twenty feet deep, while the handicapped space is required to be eight feet wide. Residential parking spaces are required to be ten feet wide and twenty feet deep but there are no requirements for commercial and industrial spaces listed in the zoning ordinance.

All parking and maneuvering areas shall be setback ten feet from the property line. The proposed parking area does meet this requirement on the site plan.

Access to overhead door on the south side will be provided by a class 5 surface. Under section 152.026 it states: "In all zoning districts, all required ingress/egress points, driveways and parking areas shall be paved/hard surfaced with bituminous, concrete, or brick pavers, according to minimum city specifications, except when waived by the Zoning Administrator." The area in the rear of the building is not the ingress/egress point, driveway or parking area so this will be allowed.

The applicant is proposing a five foot wide concrete sidewalk along the east side of the parking lot for access to the front of the building. The gutter along the sidewalk will prevent cars from driving onto the sidewalk.

Landscaping: A landscape plan is required under section 152.092 of the zoning ordinance. The landscape plan should include the following.

1. *General.* Name and address of developer/owner; name and address of landscape architect; date of plan preparation; date and description of all revisions; name of project or development.
2. *Site plan.* A scale drawing of the site based upon a survey of property lines with indication of scale and north point; name and right-of-way of proposed and existing streets; location of all proposed utility easements and rights-of-way; location of existing and proposed buildings; parking areas; water bodies; proposed sidewalks; percent of site covered by impervious surface.
3. *Landscape plan.* A scale drawing of proposed landscaping for the site based upon a survey of property lines with indication of scale and north point; existing and proposed topographic contours at two-foot contour intervals; details of proposed planting beds and foundation plantings; location and identification of all planting

(trees, shrubs, flowers, ground cover, and the like); details of fences, tie walls planting boxes, retaining walls, tot lots, picnic areas, berms, and other landscape improvements, location of landscape islands and planter beds with identification of plant materials used; and location and details of irrigation systems.

4. *Planting schedule.* A table containing the common names and botanical names, size of plant materials, root specifications, quantities, and special planting instructions.

The new landscaping requirements in the C/I District include the following:

1. One over-story tree for every 30 feet of street frontage. (8 required)
2. The owner shall provide the City with cash, corporate surety bond, approved letter of credit or other surety or security satisfactory to the city to guarantee the proper installation and growth of the approved landscape plan. The security shall be furnished by the owner of the property prior to obtaining a building permit that is equal to the amount of the required landscaping to be installed, unless specified otherwise in this section. The security shall be held by the City and must cover one full calendar year subsequent to the installation of the landscaping and must be conditioned upon complete and satisfactory implementation of the approved landscape plan.

Recently the City Council approved a text amendment that eliminated the following requirements.

1. One over-story tree for every 60 feet of non-street fronting lot perimeter. (13 would have been required)
2. One foundation planting for every ten feet of street-facing building frontage. (12 would have been required)

At this time the applicant is proposing four Northwoods Maples along the front property line, three Scotch Pines along the north property line and three Black Hills Spruce along the south property line for the overstory trees. Thirteen Taunton Yew are proposed in front of the building along with six Japanese White Spirea. The proposed landscape plan meets all the landscaping requirements of the zoning ordinance. The over-story deciduous trees are proposed to be a 2.5 inch diameter and the spruce and pine trees are proposed to be 6 feet in height.

Outdoor Storage:

All materials, supplies, merchandise or other similar matter not on display for direct sale, rental or lease to the ultimate consumer or user, except those items exempt under section 152.090 of the zoning ordinance, shall be stored within a completely enclosed building or within the confines of a 100% opaque wall or fence not less than six feet or more than eight feet in height. Such a screen wall or fence shall be designed and constructed as to be architecturally harmonious with the principal structure and located so as to not extend within twenty-five feet of any street. Landscaping (trees, shrubs, grass and other plantings) shall be on the right-of-way side of any screening or fencing. A screen planting may be substituted for a screen wall or fence at the discretion of the City Council, provided that any such screen planting shall fulfill the foregoing height and opacity requirements throughout each season of the year within 24 months after date of planting, and that no such screen planting shall be located across any existing easements.

Merchandise that is offered for sale as described heretofore may be displayed beyond the confines of a building, but the area occupied by such outdoor display shall not constitute a greater number of square feet than 10% of the ground floor area of the

building housing the principal use, unless such merchandise is of a type customarily displayed outdoors, such as garden supplies.

At this time the applicant has indicated that they will be storing materials in the rear of the building which will require a 100% opaque wall or fence not less than six feet or more than eight feet in height. A screen planting may be substituted for a screen wall or fence. This will be a requirement of the approval.

Street Access: Access to the site will be from Shimmcor Street on the west side of the property. Two access points are proposed, one adjacent to the north property line and one adjacent to the south property line. Shimmcor Street is a local street and is designed to handle any proposed traffic from the property. The access points are proposed to be twenty feet wide and concrete curb will be installed adjacent to the access points and parking areas. The access and parking area is proposed to be paved up to the front of the building. From that point to the east and around the rear of the building, gravel is proposed. Gravel will be located adjacent to the five overhead doors and three access doors in the rear of the building. The access point should be sufficient to serve the properties and meet City standards.

Public Utilities: Water and sanitary sewer services are stubbed to the property and the applicant is proposing to connect the water and sewer to the building.

Surface Water Management: Stormwater shall be managed in accordance with the National Urban Runoff Program (NURP) standards for the design of new stormwater ponds. The provisions of the Minnesota Pollution Control Agency's urban "best management practices," titled "Protecting Water Quality in Urban Areas," shall be used to review any proposed development in order to reduce non-point source pollutant loadings in stormwater runoff. Existing natural drainageways, natural water storage or retention areas, and vegetated soil surfaces should be used to the greatest extent possible to store, filter and retain stormwater runoff before discharge occurs into any public waters. When natural features and vegetation are not available to handle stormwater runoff, constructed facilities such as diversions, settling basins, skimming devices, dikes, and man-made waterways and ponds may be used. Preference shall be given to designs using surface drainage, vegetation, and infiltration rather than buried pipes and man-made materials and facilities. Development should be planned and conducted in a manner that will minimize the extent of disturbed areas, runoff velocities, erosion potential, and reduce and delay runoff volumes.

Engineering Review: Comments were received from David Martini of Bolton & Menk in a memo dated April 26, 2016. The applicant shall satisfy all comments and requirements outlined in the memo as a condition of approval and prior to release of any building permits.

Signage: The applicant is not proposing any signage at this time, but any signage that may be installed in the future must meet the requirements of sections 152.120 through 152.133 of the zoning ordinance.

Miscellaneous Provisions: All general lighting employed on site must be directed away from adjoining properties. Direct or reflected glare from flood lights and spot lights, as differentiated from general illumination on the site, shall not be visible beyond the subject parcel. Noise and vibration generated from any use shall be in compliance with and regulated by the MPCA rules.

CONDITIONS:

Site and Building Plan Review

The following conditions are recommended to be included if the City Council approves the site and building plans. These conditions may be subject to modification depending upon the outcome at the City Council meeting:

1. **Building Design Standards.** That the building design shall meet the requirements of section 152.060 (C/I) Commercial/Industrial District (E) Special Requirements and 152.101 Building Design Standards of the zoning ordinance. This shall include treatments such as a steep-pitch roof, awnings, wainscoting, color bands, shutters, extra windows or combinations of other building materials.
2. **Exterior Front Building Materials.** The applicant shall either meet the 30% requirement to install the required building materials on the front of the building unless the Planning Commission and City Council approves the plan as is.
3. **Landscaping.** The applicant shall be required to install the landscaping as proposed and provide the City with cash, corporate surety bond, approved letter of credit or other surety or security satisfactory to the city to guarantee the proper installation and growth of the approved landscape plan. The security shall be furnished by the owner of the property prior to obtaining a building permit
4. **Signage.** That any proposed signage meet the standards set forth in Sections 152.120 through 152.133 of the City Code and that all required sign permits are issued prior to installation of any signage.
5. **Lighting.** All general lighting employed on site must be directed away from adjoining properties. Direct or reflected glare from flood lights and spot lights, as differentiated from general illumination on the site, shall not be visible beyond the subject parcel.
6. **Noise and Vibration.** Noise and vibration generated from any use shall be in compliance with and regulated by the MPCA rules.
7. **Outdoor Storage.** Any outdoor storage shall meet the requirements of section 152.090 Outdoor Storage and section 152.091 Screening the Zoning Ordinance. Screening will be required of any outdoor storage of landscaping materials.
8. **Engineering.** The site plan shall satisfactorily address all issues raised by the City Engineer in a memo dated April 26, 2016.
9. **Stormwater Management.** Stormwater shall be managed in accordance with the National Urban Runoff Program (NURP) standards for the design of new stormwater ponds. The provisions of the Minnesota Pollution Control Agency's urban "best management practices," titled "Protecting Water Quality in Urban Areas," shall be used to review any proposed development in order to reduce non-point source pollutant loadings in stormwater runoff.
10. **Building Permit.** All building permits that are required, shall be approved, paid for and issued prior to construction.

CITY COUNCIL ACTION REQUIRED:

After review and discussion by the members of the City Council, a motion is in order to approve, deny or table the site and building plan review request in the (C/I) Commercial/Industrial District.

Possible action items - Site and Building Plan Review

1. Approve the site and building plan review subject to conditions.
2. Table the site and building plan review to a date specific, and provide the applicant with direction on the issues that have been discussed.

3. Deny the site and building plan review.

If you have any questions relating to the site and building plan review prior to the City Council meeting, please feel free to contact me at: jandersonmdg@gmail.com or call direct at 952-855-4596 or toll free at: 1-888-763-4462 ext. 3.

Sincerely,

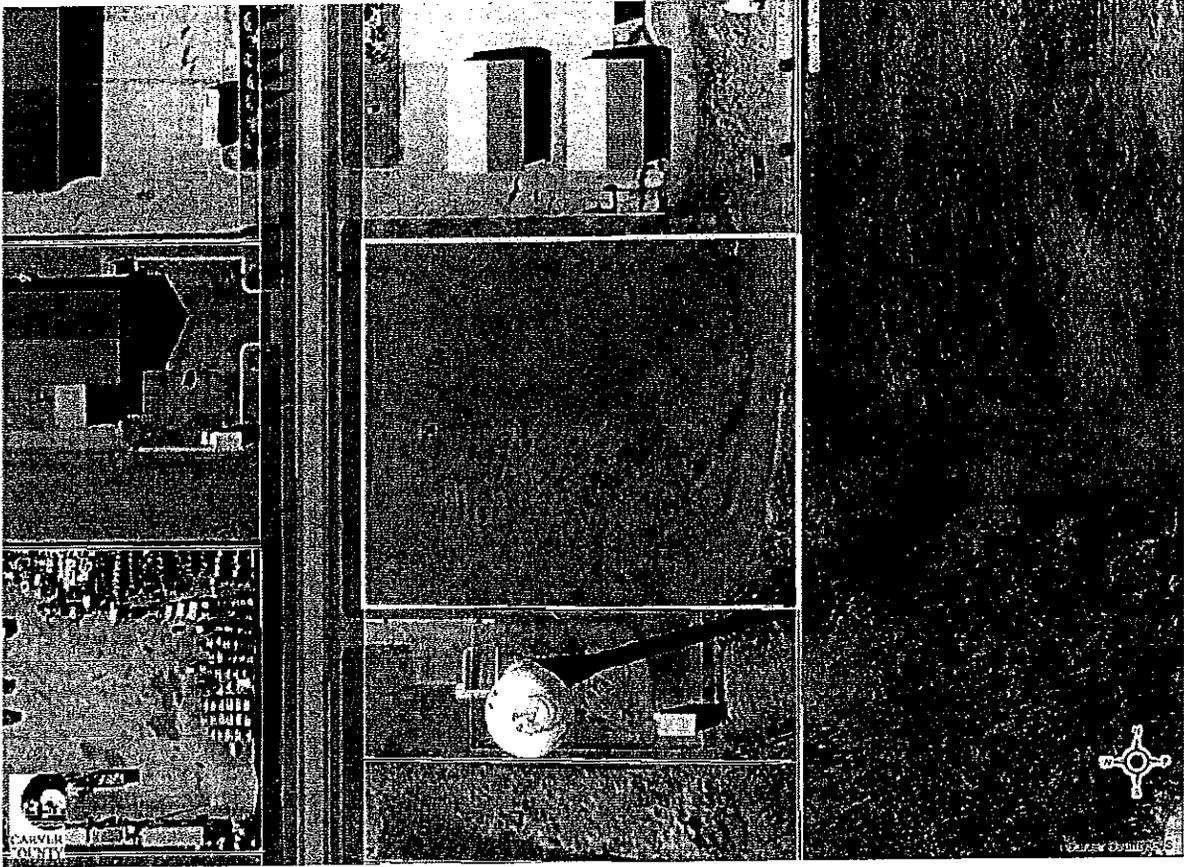
MUNICIPAL DEVELOPMENT GROUP, LLC

John Anderson, Associate
Consulting Planner, City of Mayer

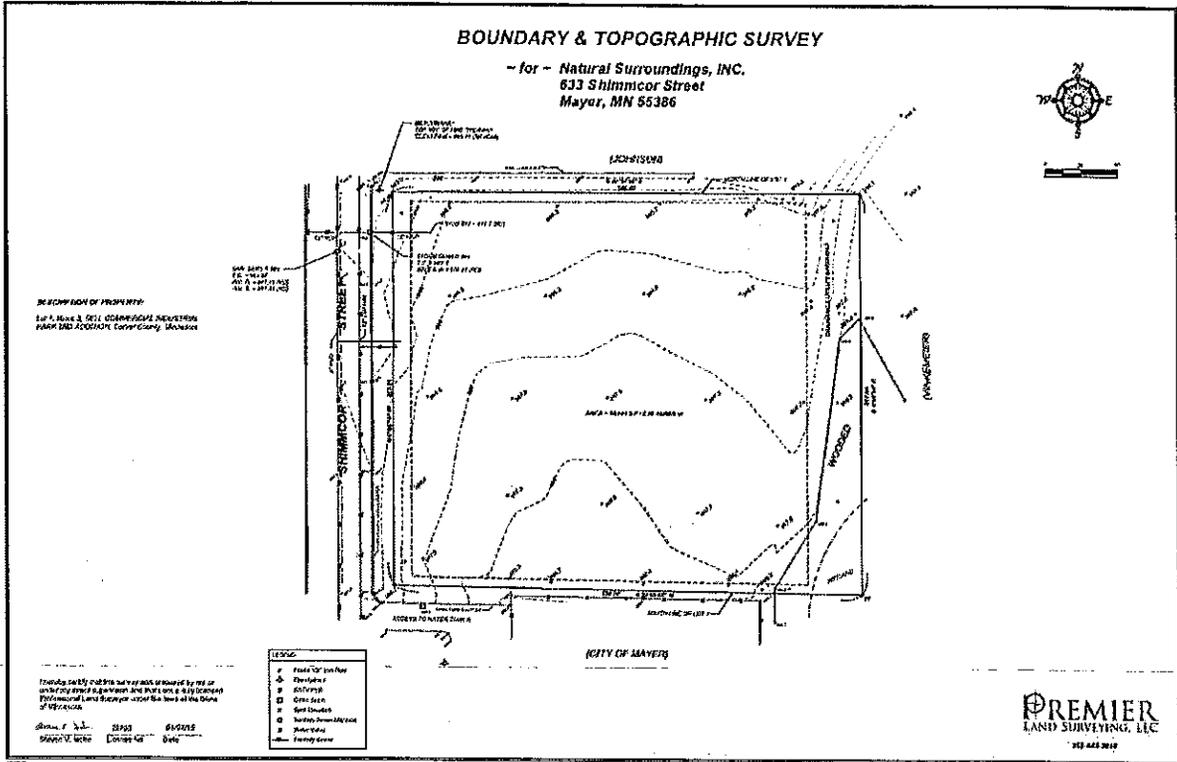
LIST OF ATTACHMENTS

- A – 633 Shimmcor Street Aerial Location Map
- B – Boundary and Topographic Survey 1-7-15
- C – Site Plan 2-2-16
- D – Utility Plan 2-2-16
- E – Grading Plan 2-2-16
- F – Storm Water Pollution Prevention Plan 2-2-16
- G – Detail Sheet 2-2-16
- H – Building Elevations
- I – Landscape Plan 2-2-16
- J – Engineering Comments 4-26-16

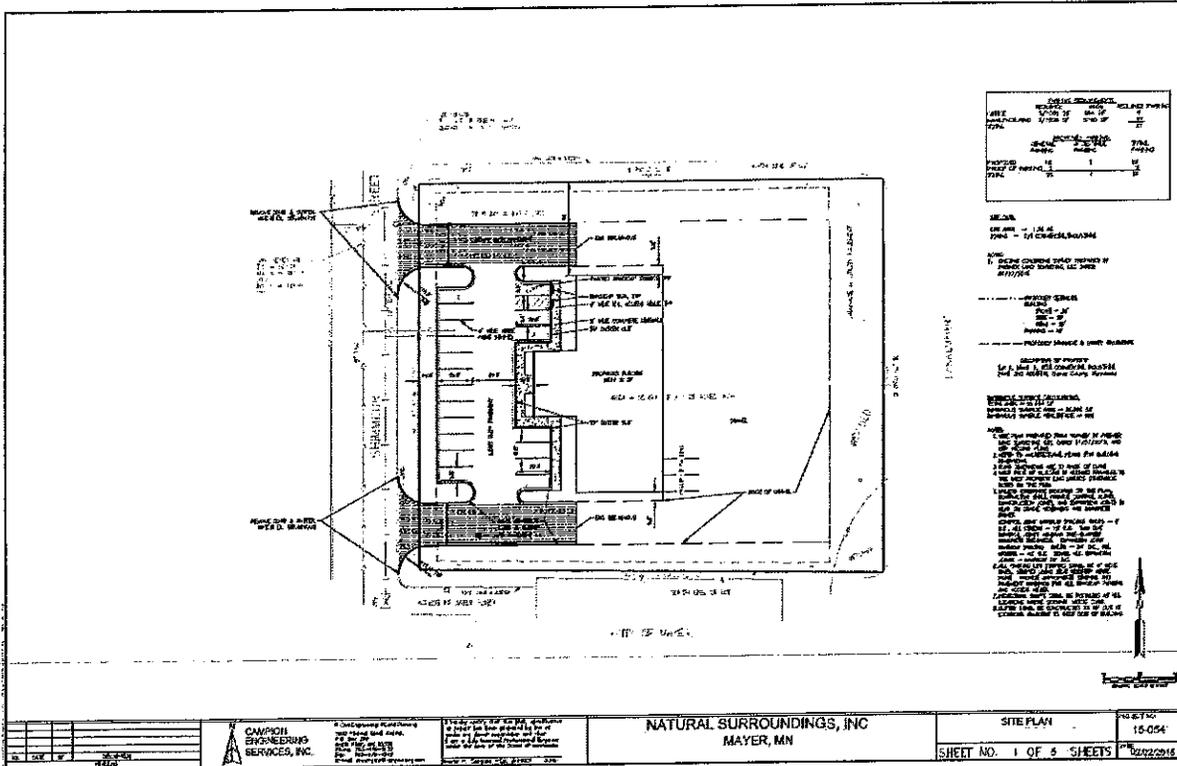
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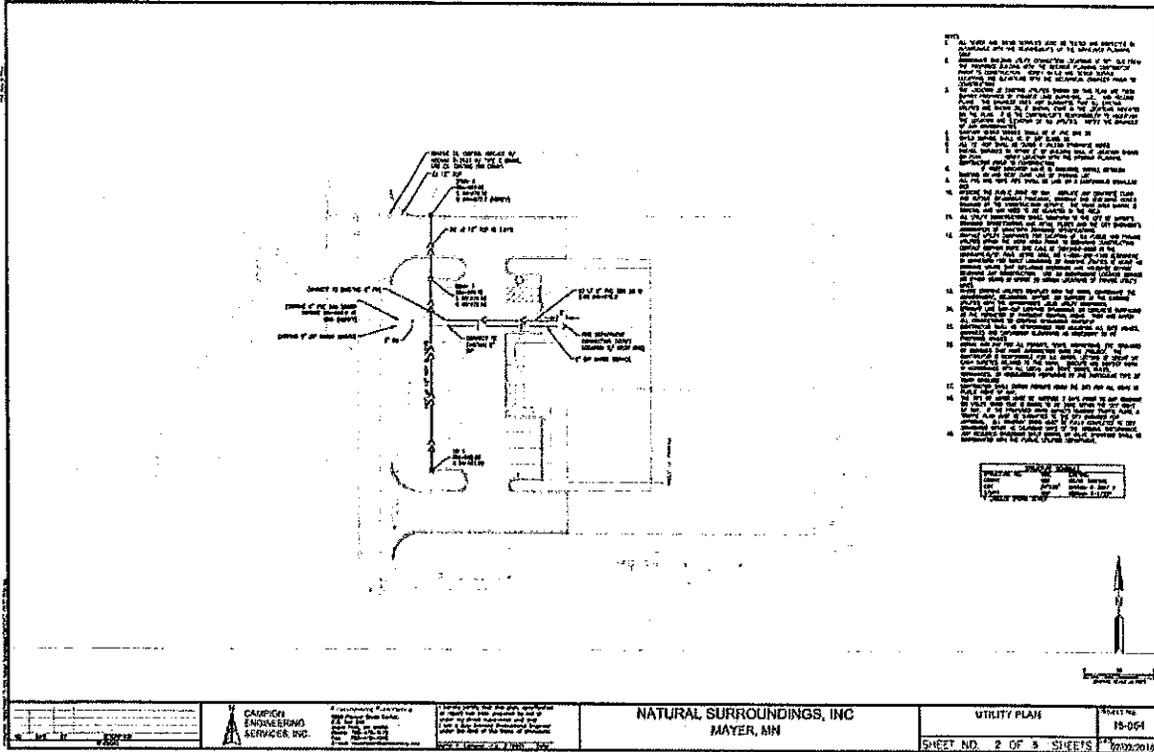
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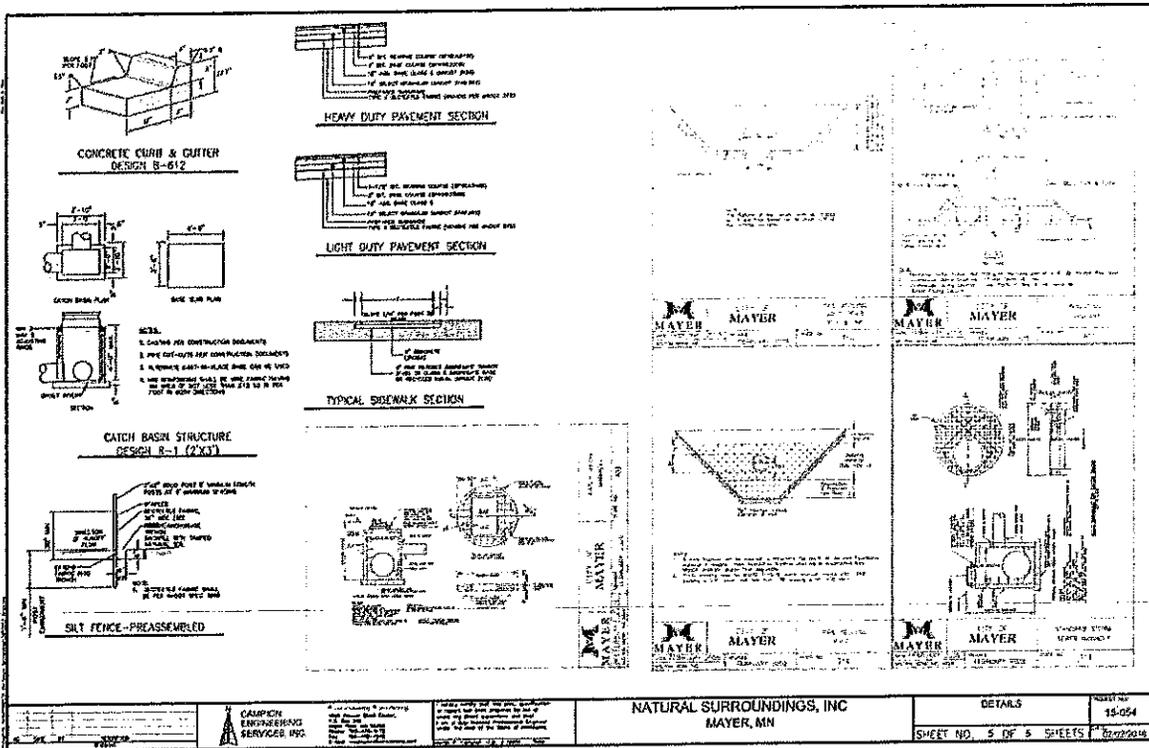


D – Utility Plan 2-2-16

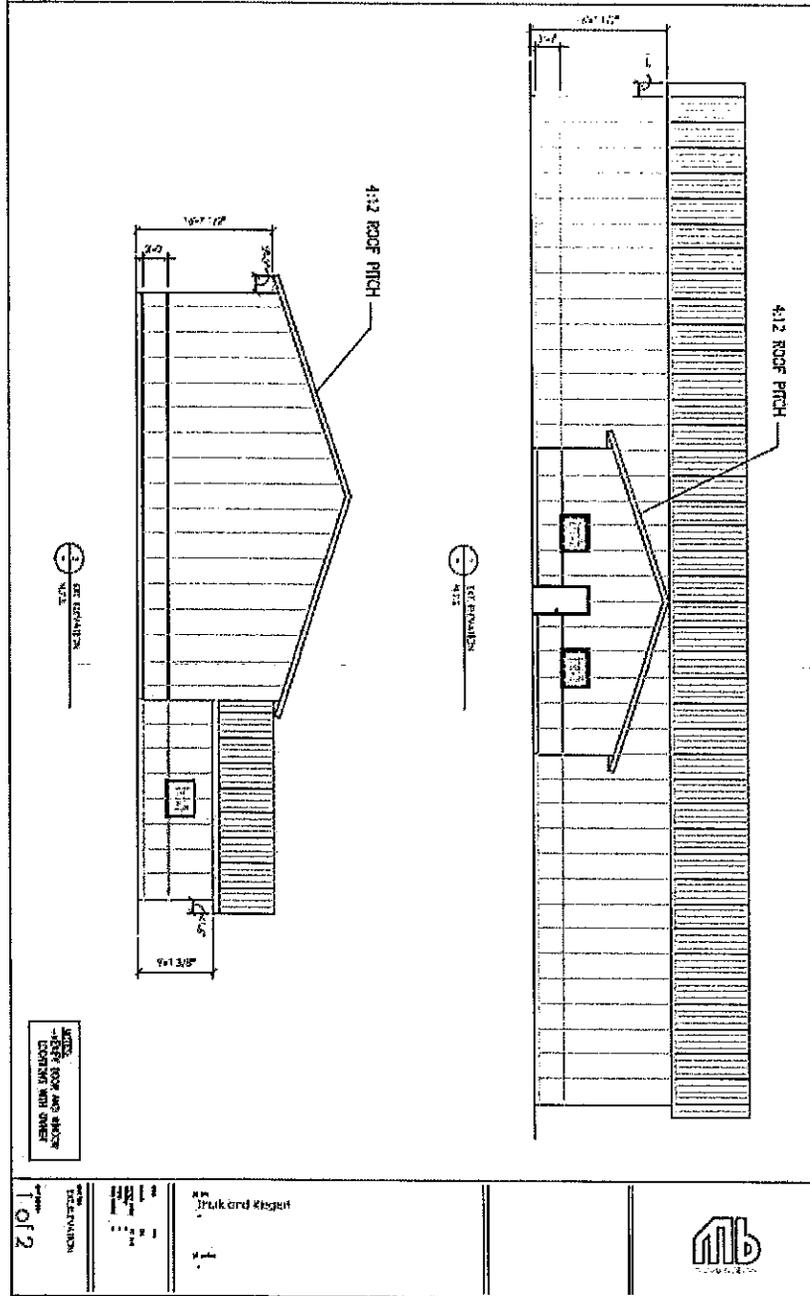


<p>Scale: 1" = 10'-0"</p>	<p>CAMPION ENGINEERING SERVICES, INC. 1500 Grand Avenue, Suite 200 St. Paul, MN 55108 Phone: (612) 781-1111 Fax: (612) 781-1112 Email: info@campioneng.com</p>	<p>NATURAL SURROUNDINGS, INC. MAYER, MN</p>	<p>UTILITY PLAN SHEET NO. 2 OF 3 SHEETS 15-064 7/20/2016</p>
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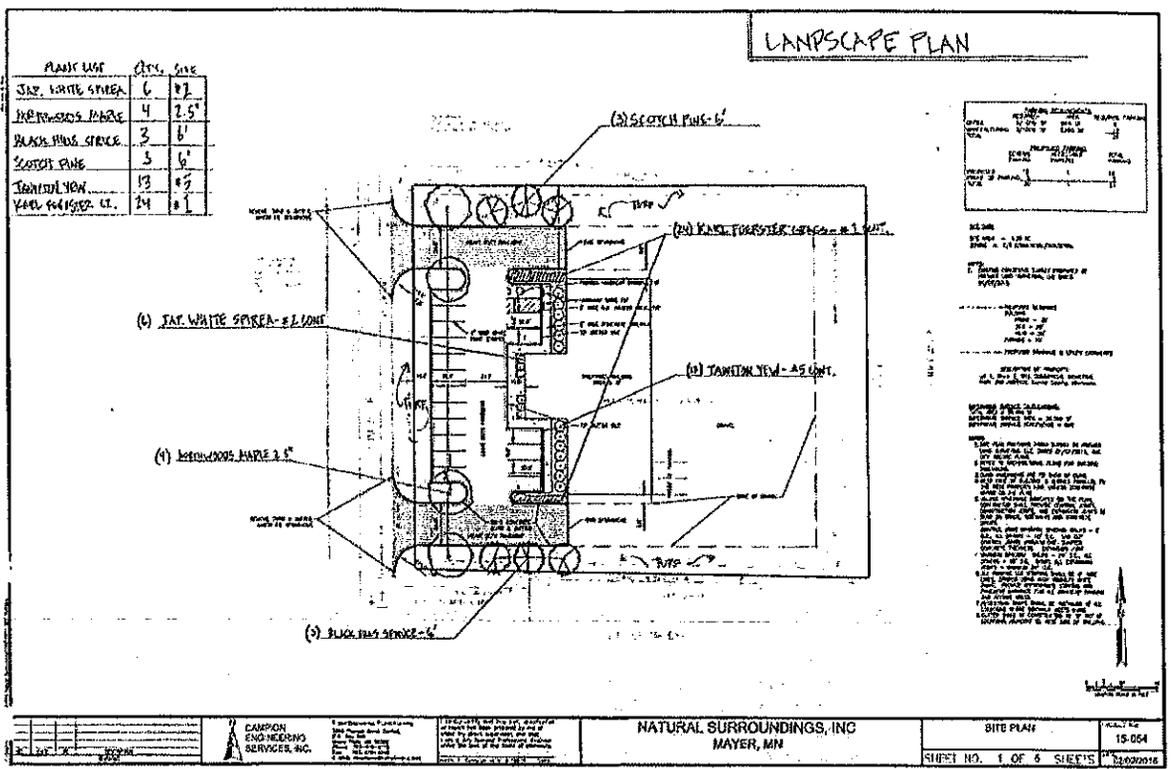
G - Detail Sheet 2-2-16



H – Building Elevations



I - Landscape Plan 2-2-16



J – Engineering Comments 4-26-16



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

2636 Shadow Lane, Suite 200 • Chaska, MN 55318-1172

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

www.bolton-menk.com

April 26, 2016

City of Mayer
Attn: Luayn Ruch-Hammond
413 Bluejay Avenue
Mayer, MN 55360

RE: 633 Shimmer Street
Engineering Review #1

Dear Luayn:

We have completed review of the plans submitted for 633 Shimmer Street and offer the following comments for your consideration:

1. Stormwater management for the site is provided by a regional system constructed with the initial improvements for the Sell Commercial Industrial Park.
2. A wetland edge is indicated on the southeast corner of the property. A wetland delineation should be submitted for review to verify correct identification of the wetland location.
3. A Traffic Control Plan should be submitted by the Contractor prior to any land disturbing activities.
4. Concrete aprons should be indicated at entrances. The correct detail is already included on the Detail Plan (Plate No. 407 -Industrial Driveway).
5. The general Notes listed on the Site Plan should be revised to include notation that removal limits for connection to Shimmer Street shall be coordinated in the field with the City prior to any demolition with City right-of-way.
6. The applicant should consider moving the handicap parking sign to behind the sidewalk so as not to interfere with pedestrian traffic. The additional sign in front of the access aisle should be removed.
7. A larger setback should be provided from wetland in the southeast corner to the edge of the gravel lot to ensure the wetland is not adversely affected. For projects required to meet CCWMO stormwater management requirements, a base buffer width of 20' must be provided. City code simply requires a permanent natural buffer to prevent sedimentation of wetland.
8. Grading is indicated with three feet of the existing wetland. By lowering the grade approximately three feet in close proximity to the wetland, the proposed design may potentially drain the existing wetland. An unaltered zone should be maintained adjacent to the wetland to ensure existing hydrology is maintained.
9. Final layout of the Fire Connection/Post Indicator Valve should be reviewed by the Fire Chief prior to final approval.
10. The proposed grading design directs runoff from a majority of the site onto the adjacent property to the north. The design should be revised to route the majority of runoff to the existing storm sewer in the street or additional stormwater runoff modeling should be provided to ensure the adjacent property is not adversely impacted by additional runoff. A swale could be provided along the north property line to direct water towards the street, and STMH-1 could be relocated to the swale bottom to provide a positive outlet for the runoff.

H:\MAY\RC13111220633 Shimmer Street\633 Shimmer Street.dwg

DESIGNING FOR A BETTER TOMORROW
Bolton & Menk is an equal opportunity employer

J – Engineering Comments 4-26-16



633 Shimmer Street
April 26, 2016
Page 2

11. Additional proposed spot elevations should be provided for the sidewalk adjacent to the handicap parking area to ensure the accessible route is adequately defined.
12. Parking areas that drain directly to the street should be constructed with bituminous pavement instead of gravel to reduce potential for sediment leaving the site. Therefore, the bituminous pavement should be extended to the high point on the south side of the proposed building.
13. Since a granular base is specified for areas to be paved, the applicant should consider adding drain tile leads to CB-1 and CBMH-1 to provide positive drainage for the base sections.
14. The Stormwater Pollution Prevention Plan (SWPPP) must be revised to meet NPDES requirements outlined in the State's General Permit to Discharge Stormwater Associated with Construction Activity. A checklist for required information can be found at:

<https://www.pca.state.mn.us/sites/default/files/wq-strm2-47.doc>

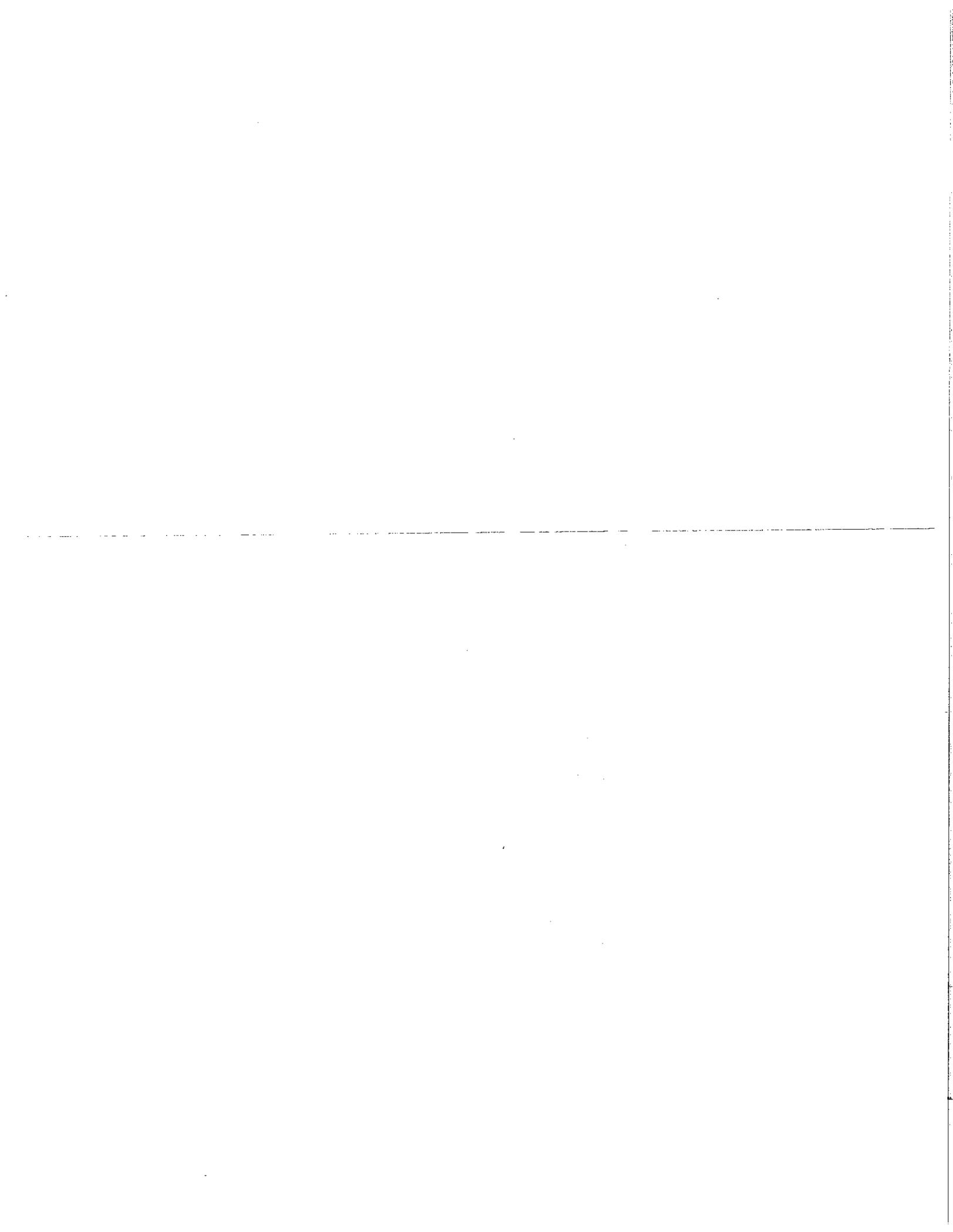
15. In addition to revisions to the SWPPP required by NPDES standards, the Erosion/Siltation Control notes should also be revised as follows:
 - a. Add notation indicating Contractor must provide City a minimum 24 hour notice prior to inspection of perimeter erosion control devices (silt fence, rock construction entrance, and inlet protection).
 - b. Add notation indicating Contractor must prepare and submit a Site Management Plan for Engineer's acceptance regarding concrete management.
16. Straw bales should not be allowed on site for erosion control. General Erosion/Siltation Control notes should be revised accordingly.
17. Erosion control blanket should be provided for proposed slopes of 3:1 to help limit erosion potential while vegetation is established.
18. An inlet protection device should be installed on the downstream catchbasin north of the site.
19. A rock check bag should be installed on the curb line north of the site to provide additional sediment control protection.
20. Turf restoration areas should be noted on the SWPPP. Areas of seed, sod, and blanket should be indicated on the plan to ensure vegetated areas are correctly restored. The applicant should consider using native grasses along the north, south, and east property lines to provide additional stormwater runoff treatment and control.
21. The gravel pavement section should be added to the typical sections indicated on the Details.
22. The applicant will be required to obtain Carver County Watershed Management Organization (CCWMO) approval and permitting for their Erosion Control rule. A copy of any approvals or permits required should be submitted prior to final approval.
23. The applicant will be required to obtain a General Permit to Discharge Stormwater Associated with Construction Activity (NPDES). A copy of the approved permit should be submitted prior to any land disturbing activities.

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

Sincerely,
BOLTON & MENK, INC.

Robert E. Bean, Jr., P.E.
Water Resources Engineer

HEMAYRC\1311\220633 Shimmer Street\633 Shimmer Street.docx



**CITY OF MAYER
CITY COUNCIL RESOLUTION 5-9-2016-19**

**RESOLUTION APPROVING THE SITE PLAN & BUILDING PLAN FOR A BUILDING TO BE
LOCATED AT 633 SHIMMCOR STREET**

WHEREAS, Andrew & Shannon Riegert and David & Jenny Thurk (the "Applicant" and "Owner"), has submitted a request for site and building plan approval for a new building in conformance with Section 152.031 of the Zoning Ordinance relating to site plan review on property located at 633 Shimmcor Street, with a PID number of 50.70100.80 (the "Property"); and

WHEREAS, the property is zoned (C/I) Commercial/Industrial District and is designated Existing MUSA Infill/Redevelopment on the future land use map and no building permit shall be issued until a site and building plan has been reviewed and approved by the City; and

WHEREAS, the proposed use is a permitted use in the (C/I) Commercial/Industrial District and a site and building plan was submitted for a new building and parking lot; and

WHEREAS, a copy of the proposed site and building plan materials and application were available at the City Offices for public viewing; and

WHEREAS, section 152.031 of the Zoning Ordinance outlines Information Requirements and Procedure for site plan approval; and

WHEREAS, the Planning Commission reviewed the site and building plans at the May 3, 2016 Planning Commission meeting at which time they recommended approval of the site and building plans, subject to conditions, on a 6-0 vote; and

WHEREAS, the City Council reviewed the site and building plans on May 9, 2016; and

WHEREAS, the City Council makes the following findings of fact in support of granting approval of the site and building plans:

- A. The legal description of the subject property is: Lot 1, Block 3, Sell Commercial Industrial Park 2nd Addition, Carver County, Minnesota.
- B. The Planning Report dated May 4, 2016 shall be the governing document which includes the following Exhibits:
 - A – 633 Shimmcor Street Aerial Location Map
 - B – Boundary and Topographic Survey 1-7-15
 - C – Site Plan 2-2-16
 - D – Utility Plan 2-2-16
 - E – Grading Plan 2-2-16
 - F – Storm Water Pollution Prevention Plan 2-2-16
 - G – Detail Sheet 2-2-16
 - H – Building Elevations
 - I – Engineering Comments 4-26-16
- C. The Aerial Location Map is attached as Exhibit A.
- D. The Boundary and Topographic Survey dated 1-7-15 is attached as Exhibit B.
- E. The Site Plan dated 2-2-16 is attached as Exhibit C.

- F. The Utility Plan dated 2-2-16 is attached as Exhibit D.
- G. The Grading Plan dated 2-2-16 is attached as Exhibit E.
- H. The Storm Water Pollution Prevention Plan dated 2-2-16 is attached as Exhibit F.
- I. The Detail Sheet dated 2-2-16 is attached as Exhibit G.
- J. The Building Elevations are attached as Exhibit H.
- K. The City Engineer Comments dated April 26, 2016 are attached as Exhibit I.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mayer, Minnesota, that it hereby approves the site and building plans for a new building at 633 Shimmcor Street subject to the following conditions:

1. **Building Design Standards.** That the building design shall meet the requirements of section 152.060 (C/I) Commercial/Industrial District (E) Special Requirements and 152.101 Building Design Standards of the zoning ordinance. This shall include treatments such as a steep-pitch roof, awnings, wainscoting, color bands, shutters, extra windows or combinations of other building materials.
2. **Exterior Front Building Materials.** The applicant shall either meet the 30% requirement to install the required building materials on the front of the building unless the Planning Commission and City Council approves the plan as is.
3. **Landscaping.** The applicant shall be required to install the landscaping as proposed and provide the City with cash, corporate surety bond, approved letter of credit or other surety or security satisfactory to the city to guarantee the proper installation and growth of the approved landscape plan. The security shall be furnished by the owner of the property prior to obtaining a building permit
4. **Signage.** That any proposed signage meet the standards set forth in Sections 152.120 through 152.133 of the City Code and that all required sign permits are issued prior to installation of any signage.
5. **Lighting.** All general lighting employed on site must be directed away from adjoining properties. Direct or reflected glare from flood lights and spot lights, as differentiated from general illumination on the site, shall not be visible beyond the subject parcel.
6. **Noise and Vibration.** Noise and vibration generated from any use shall be in compliance with and regulated by the MPCA rules.
7. **Outdoor Storage.** Any outdoor storage shall meet the requirements of section 152.090 Outdoor Storage and section 152.091 Screening the Zoning Ordinance. Screening will be required of any outdoor storage of landscaping materials.
8. **Engineering.** The site plan shall satisfactorily address all issues raised by the City Engineer in a memo dated April 26, 2016.
9. **Stormwater Management.** Stormwater shall be managed in accordance with the National Urban Runoff Program (NURP) standards for the design of new stormwater ponds. The provisions of the Minnesota Pollution Control Agency's urban "best management practices," titled "Protecting Water Quality in Urban Areas," shall be used to review any proposed development in order to reduce non-point source pollutant loadings in stormwater runoff.
10. **Building Permit.** All building permits that are required, shall be approved, paid for and issued prior

to construction.

Adopted by the Mayer City Council this 9th day of May, 2016.

Mayor Gerald W. Thomas

Attest:

Lois A. Maetzold, City Clerk

The following Council Members voted in favor:

The following Council Members voted against or abstained:

Whereupon the motion was duly passed and executed.

Published:

Filed with Carver County:

Attachments:

- Exhibit A – 633 Shimmcor Street Aerial Location Map
- Exhibit B – Boundary and Topographic Survey 1-7-15
- Exhibit C – Site Plan 2-2-16
- Exhibit D – Utility Plan 2-2-16
- Exhibit E – Grading Plan 2-2-16
- Exhibit F – Storm Water Pollution Prevention Plan 2-2-16
- Exhibit G – Detail Sheet 2-2-16
- Exhibit H – Building Elevations
- Exhibit I – Landscape Plan 2-2-16
- Exhibit J – Engineering Comments 4-26-16

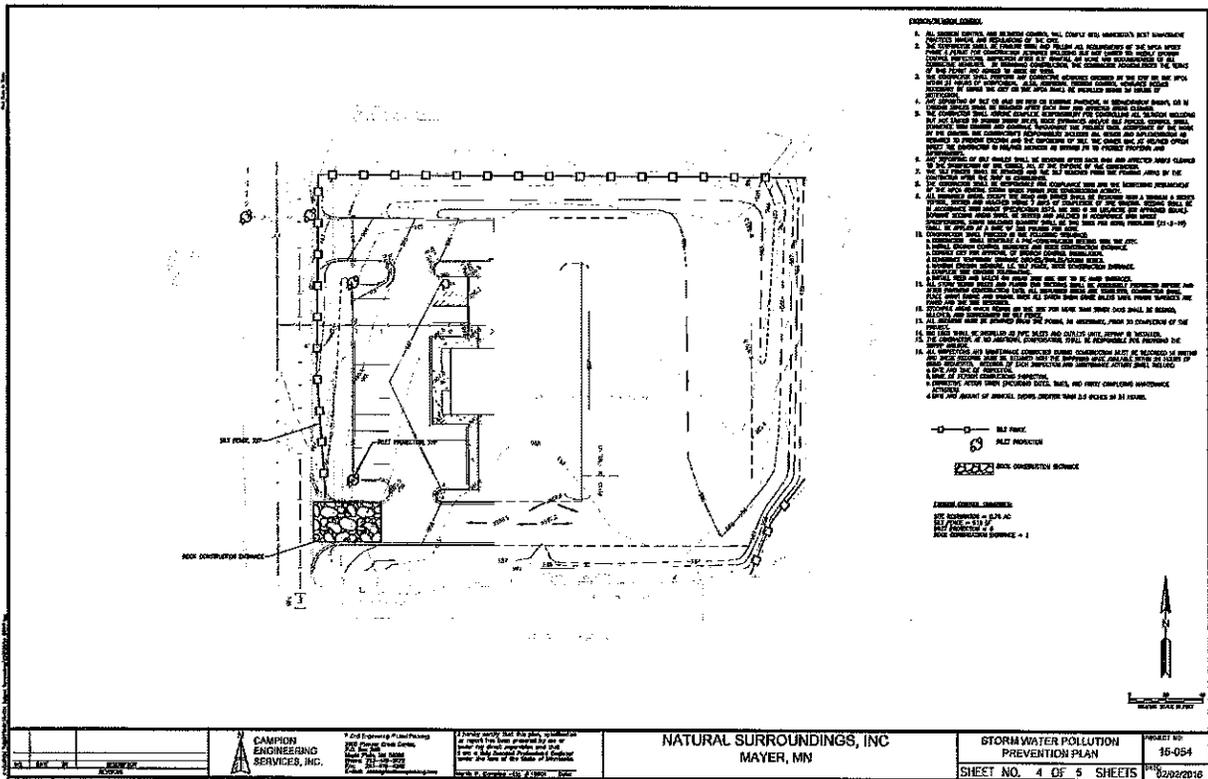
Exhibit A – 633 Shimmcor Street Aerial Location Map

Adopted by the Mayor City Council this 8th day of May 2019



Exhibit I - Landscape Plan 2-2-18
Exhibit J - Engineering Comments 4-28-18

Exhibit F – Storm Water Pollution Prevention Plan 2-2-16



- GENERAL NOTES:**
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
 2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
 3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AND UTILITIES AT ALL TIMES.
 4. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE SPECIFIED.
 5. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING EROSION CONTROL MEASURES AND RESTORATION OF ALL DISTURBED AREAS.
 6. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING DRAINAGE PATTERNS AND CHANNELS.
 7. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING FENCES AND BARRIERS.
 8. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING SIGNAGE AND MARKINGS.
 9. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING LIGHTING AND ELECTRICAL SYSTEMS.
 10. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TELEPHONE AND CABLE LINES.
 11. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING WATER SUPPLY LINES.
 12. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING SEWER LINES.
 13. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING GAS LINES.
 14. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING OIL AND FUEL LINES.
 15. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING AIR CONDITIONING SYSTEMS.
 16. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING HEATING SYSTEMS.
 17. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING ELEVATORS AND ESCALATORS.
 18. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING MECHANICAL SYSTEMS.
 19. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING ELECTRICAL SYSTEMS.
 20. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TELEVISION AND RADIO SYSTEMS.
 21. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING SECURITY SYSTEMS.
 22. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING ACCESS CONTROL SYSTEMS.
 23. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING TIME AND ATTENDANCE SYSTEMS.
 24. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING OTHER SYSTEMS.

RAIL FENCE
 RAIL PROTECTION
 ROCK DISTRIBUTION CHANNEL

GENERAL NOTES:
 SEE SPECIFICATIONS - 2-2-16 AC
 SEE SPECIFICATIONS - 2-2-16 AC
 AND SPECIFICATIONS SUPPLEMENT - 1

	CAMPBELL ENGINEERING SERVICES, INC. 7-022 Engineering Plans/Permits 2000 Park Drive, Suite 200 Grand Rapids, MI 49503 Phone: 616-941-2222 Fax: 616-941-2223	I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Michigan.	NATURAL SURROUNDINGS, INC MAYER, MN	STORM WATER POLLUTION PREVENTION PLAN SHEET NO. 4 OF 5 SHEETS PROJECT NO: 16-054 DATE: 02/22/2016
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Exhibit G – Detail Sheet 2-2-16

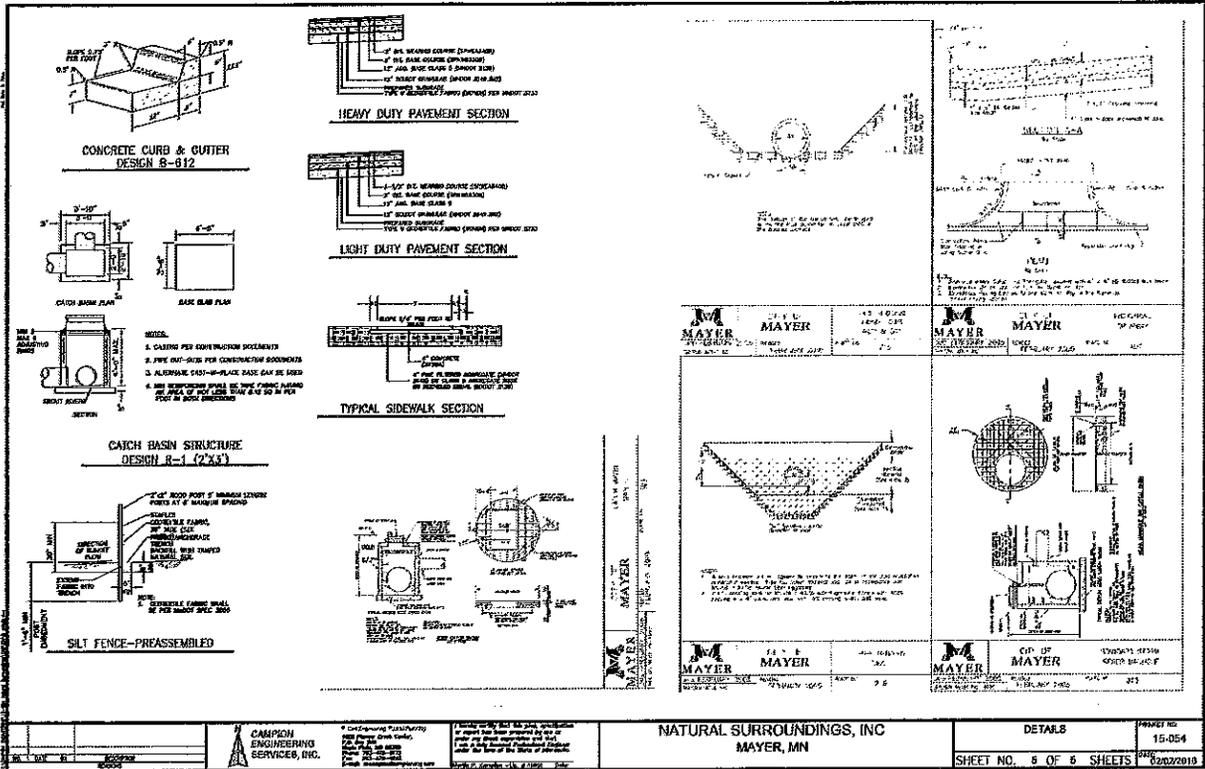


Exhibit H – Building Elevations

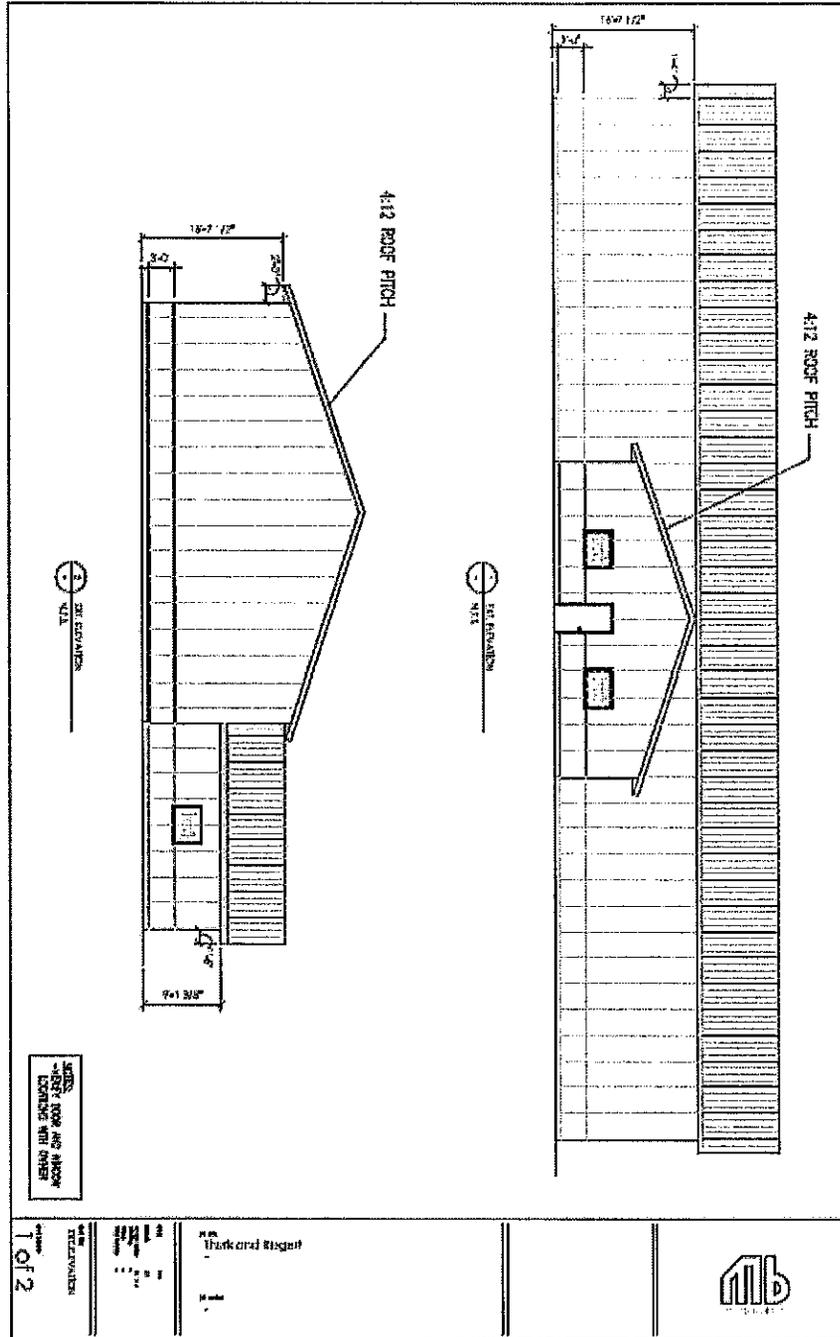


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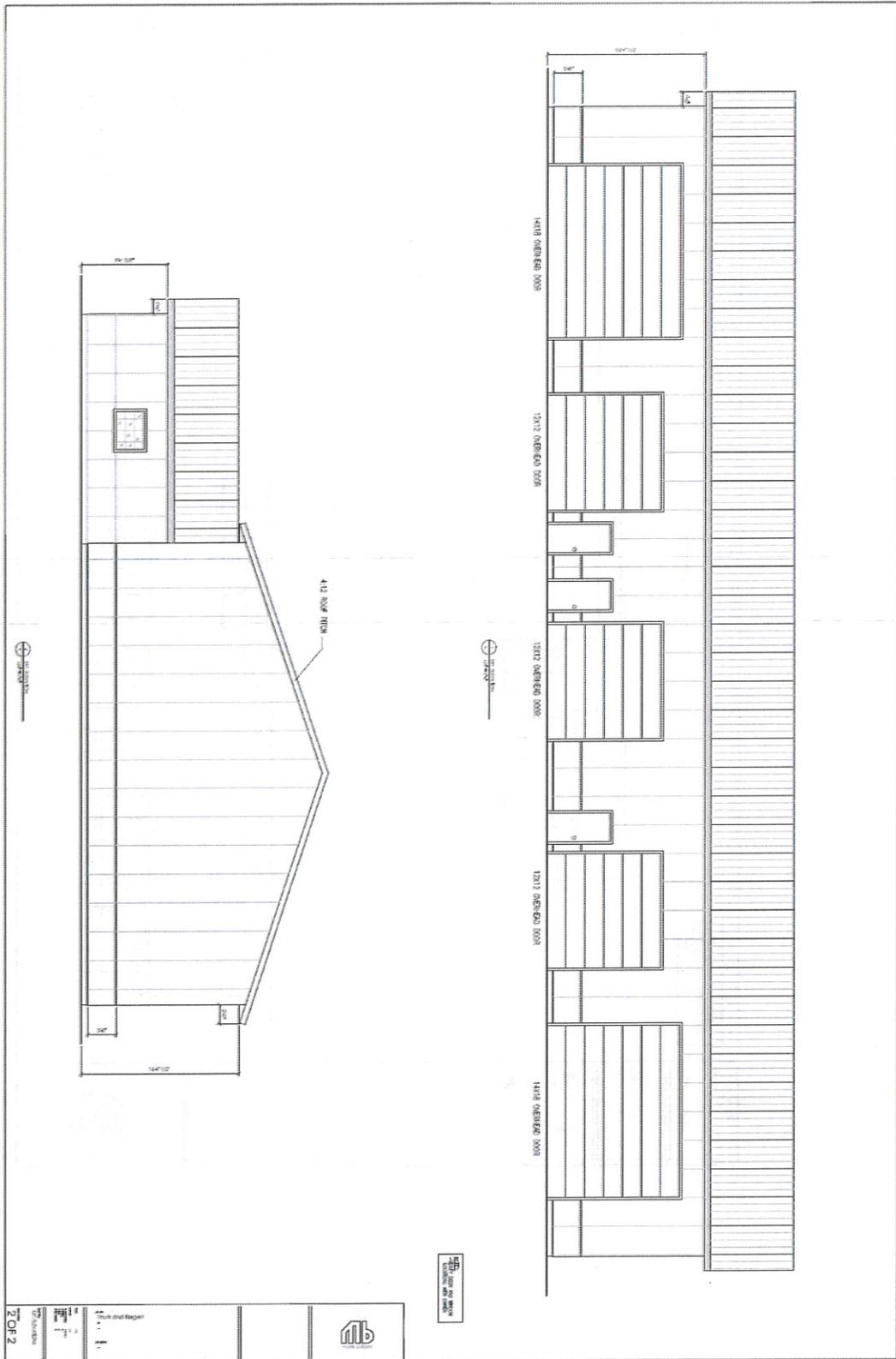
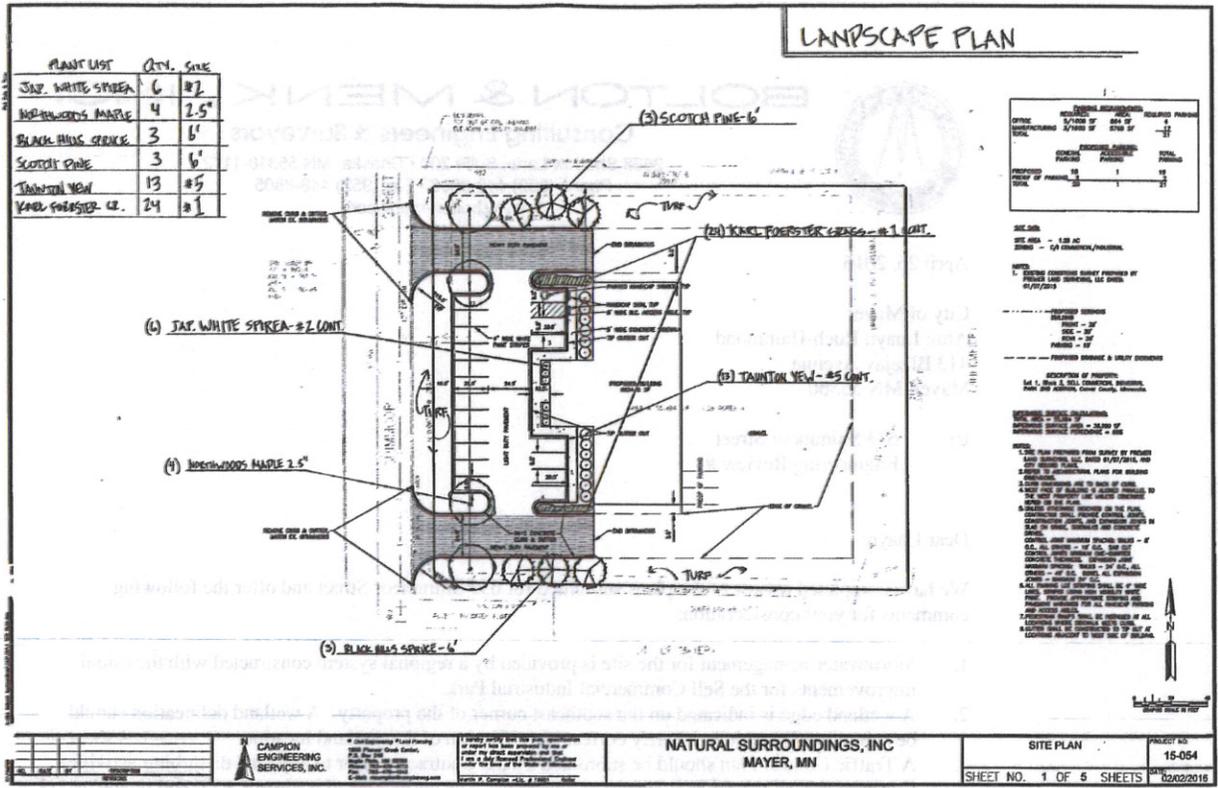


Exhibit I – Landscape Plan 2-2-16



PLANT LIST	QTY.	SIZE
JAT. WHITE SPIKEA	6	#2
BURNING BUSH	4	2.5'
BLACK HILLS SPRUCE	3	6'
SCOTCH PINE	3	6'
TOWNHOLM YEW	13	#5
YACONIA PANSY - 42.	24	#1

LANDSCAPE PLAN

NO.	DESCRIPTION	AMOUNT	PERCENT
1	PLANTING	1	100%
2	CONSTRUCTION	1	100%
3	TOTAL	2	200%

NOTES:

1. ALL PLANTING SHALL BE PROVIDED BY THE CLIENT.
2. ALL PLANTING SHALL BE PROVIDED BY THE CLIENT.
3. ALL PLANTING SHALL BE PROVIDED BY THE CLIENT.
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20. ALL PLANTING SHALL BE PROVIDED BY THE CLIENT.

<p>CAMPION ENGINEERING SERVICES, INC.</p>	<p>NATURAL SURROUNDINGS, INC MAYER, MN</p>	<p>SITE PLAN</p>	PROJECT NO.
			15-054
SHEET NO. 1 OF 5 SHEETS		DATE: 02/02/2016	

Exhibit J – Engineering Comments 4-26-16



BOLTON & MENK, INC.

Consulting Engineers & Surveyors

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April 26, 2016

City of Mayer
Attn: Luayn Ruch-Hammond
413 Bluejay Avenue
Mayer, MN 55360

RE: 633 Shimmcor Street
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HAMAYRC13111226\633 Shimmcor Street\633 Shimmcor Street.docx

DESIGNING FOR A BETTER TOMORROW
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Exhibit J – Engineering Comments 4-26-16



633 Shimmcor Street

April 26, 2016

Page 2

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

Sincerely,
BOLTON & MENK, INC.

A handwritten signature in cursive script that reads "Robert E. Bean, Jr.".

Robert E. Bean, Jr., P.E.
Water Resources Engineer

HAMA YR C13111226633 Shimmcor Street\633 Shimmcor Street.docx

NOTICE OF PUBLIC HEARING
COUNTY OF CARVER
CHASKA, MINNESOTA

Application for a Conditional Use Permit

NOTICE IS HEREBY GIVEN that on Tuesday, the 17th day of May, 2016, as soon as possible after 7:00 p.m. upstairs in the Social Services wing, in the Commissioner's Meeting Room of the Carver County Government Center, Chaska, Minnesota, the Carver County Planning Commission will hold a public hearing to consider the application of Michelle Matthews, representing Minnesota Solar, LLC, for a Conditional Use Permit pursuant to Chapter 152 of the Carver County Code.

The application is being made for the following described property (full legal description is on file with the application):

Approx. 35 acres in the N1/2 of N1/2 of NE1/4 in Section 33, Watertown Township
Address: 54xx Polk Ave (property owned by Lowell Baker)

If approved, this Conditional Use Permit (CUP) would allow Minnesota Solar, LLC, to construct, operate, and maintain up to a 4 megawatt (MW) Community Solar Garden (CSG) on the above described parcel. The County Code allows for public and quasi-public uses, such as utilities, that serve a public need or are deemed beneficial, as an essential service conditional use.

All persons interested are invited to attend the hearing and be heard on this matter.
Written comment may be mailed to:

Land Management Department
Carver County Government Center
600 East 4th St
Chaska, MN 55318-2102
(952) 361-1820

Carver County Planning Commission
By: Steve Just
Land Management Dept. Manager

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To be billed to: Public Services Division
Land Management Department at the address above

END

