

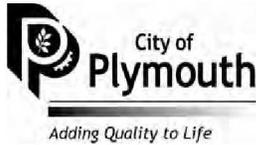
**CITY OF PLYMOUTH
AGENDA
SPECIAL COUNCIL MEETING
JANUARY 24, 2012, 5:30 p.m.
MEDICINE LAKE CONFERENCE ROOM**

1. CALL TO ORDER

2. TOPICS

- A. Consider Agreement regarding transfer of certain improvements between Silverthorne Homeowners Association and the City
- B. Set future Study Sessions

3. ADJOURN



SPECIAL COUNCIL MEETING

January 24, 2012

To: Laurie Ahrens, City Manager

Prepared by: Doran Cote, P.E., Director of Public Works

Reviewed by:

Item: **Consider Agreement Regarding Transfer of Certain Improvements Between Homeowner’s Association and City of Plymouth – Silverthorne Homeowner’s Association**

1. ACTION REQUESTED:

Adopt resolution approving Agreement Regarding Transfer of Certain Improvements between Homeowner’s Association and City of Plymouth.

2. BACKGROUND:

The City’s Policy Relating to Accepting Private Streets into City Street System was adopted in 1995 but its origins go back to 1990. In 2009, the City Council approved changes to the policy and in 2011, the streets in Cimarron Ponds were reconstructed, assessed and accepted as public streets in accordance with the revised policy.

In August, 2011, the Silverthorne HOA submitted a formal request for the City to assume responsibility for the maintenance of their streets as set forth in the City policy. They also asked the City to take on maintenance of their otherwise private utilities. The City does not have a policy on the acceptance of private utilities as public. The attached policy and agreements for accepting private utilities into the public system are modeled after the Policy Relating to Accepting Private Streets into City Street System.

The policy would require that any townhome or condominium HOA that requests the City assume maintenance of their utilities must first meet the criteria set forth in the policy. Staff would formally respond to the HOA by providing a preliminary indication whether the private utilities would be accepted for public maintenance. If the policy criterion is met and staff’s response is affirmative, the HOA must approve an Agreement Regarding Transfer of Certain Improvements between Homeowner’s Association and City of Plymouth in order to proceed. This agreement allows the HOA to bring the private utilities to City standards by undertaking improvements themselves or the HOA can request the City to undertake the improvements. If the HOA desires to have the City undertake the improvements, the HOA must escrow with the City funds to cover the City’s out-of-pocket costs in preparing and administering the agreement. Once the agreement is approved by the HOA and funds are escrowed with the City, the agreement would be brought to the City Council for

consideration and execution. The HOA must also approve a Public Improvement Assessment Agreement prior to awarding a contract any improvements to the private utilities.

The City has assumed maintenance responsibility for private townhouse utilities in the past. Shenandoah utilities were accepted for perpetual maintenance under a formal agreement, however, the utilities are not on recorded easements. Other private townhouse utilities have been maintained as public since 1982 based on an informal memorandum from the City Engineer to the Sewer and Water Supervisor. Chelsea Woods, Chelsea Mews, Cimarron Ponds, Cimarron East and Plymouth Ponds were subject to this memorandum, however, at the time, not all of the utilities were not on recorded easements. Recently easements were provided in Cimarron Ponds and Cimarron East with the reconstruction of the private streets in these developments.

3. BUDGET IMPACT:

There is no budget impact due to this action. Accepting private utilities as public will have an ongoing maintenance cost. Watermain costs approximately \$5,700 per mile for maintenance while sanitary sewer costs approximately \$5,200 per mile and storm sewer costs approximately \$3,000 per mile.

4. ATTACHMENTS:

- Silverthorne Location Map
- Private Utility Memorandum
- Private Townhouse Utilities Tabulation and Location Map
- Policy Relating to Accepting Private Utilities into the City Utility System
- Formal Request from Silverthorne HOA
- Formal Response from Staff
- Agreement Regarding Transfer of Certain Improvements between Homeowner's Association and City of Plymouth
- Resolution

SILVERTHORNE 6TH

PROVIDENCE ACADEMY

SCHMIDT LAKE RD

SILVERTHORNE 4TH

SILVERTHORNE 3RD

SILVERTHORNE

48TH AVE N

TYRELL 7TH

AMHURST 2ND

47TH AVE N

SILVERTHORNE 2ND

ORCHID LN N



LOCATION MAP

CITY OF PLYMOUTH

3400 PLYMOUTH BLVD., PLYMOUTH, MINNESOTA 55447
TELEPHONE (612) 559-2800

MEMO

DATE: April 29, 1982
TO: Bob Fasching, Sewer and Water Supervisor
FROM: Fred G. Moore, City Engineer
SUBJECT: Sanitary Sewer and Watermain
Chelsea Woods/Chelsea Mews Addition and
Cimarron Ponds Additions
Cimarron EXT

The sanitary sewers and watermains shown on our base maps for these systems are public owned facilities and maintenance is provided for by the City. The individual service lines starting with the City main would be the responsibility of the homeowner's association and not the City. If there are any questions, please contact me.

Fred G. Moore
Fred G. Moore, P.E.

FGM:bw
cc: Jim Kolstad

Plymouth Ponds 8" water main is city owned. (6" is not)

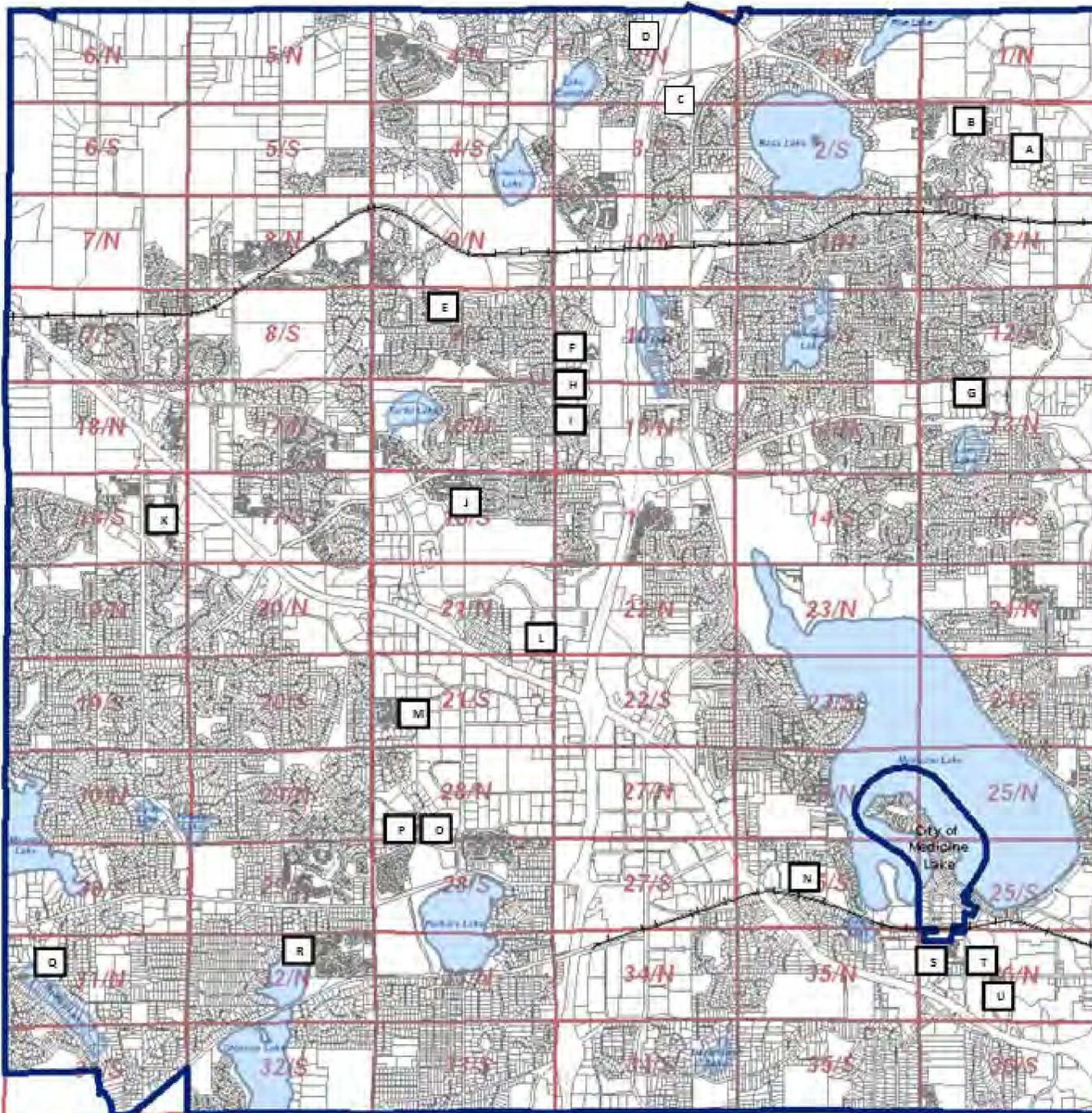
*10300 6th
X 39
cc 11*

Private Townhouse Utilities

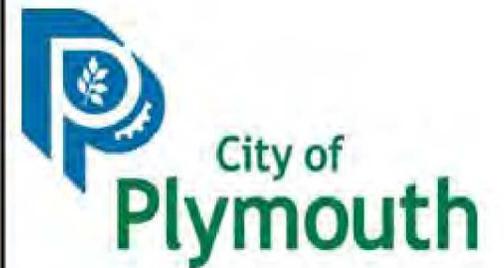
Section	Townhouse Development	Sewer	Water	Storm Sewer	Comment
1	Hickory Hills	1,500	2,200	600	
1	Harris on Place	1,500	1,600		
3	Bass Lake Hills	3,000	4,000	250	
3	Lake Camelot Townhomes	1,000	1,800		No records
9	Silverthorne	820	1,870	420	
10	Fernbrook Manor	740	960	700	
13	Plymouth Green Villas	750	630	720	
15	Fernbrook Townhomes	1,380	1,800	800	
15	Sandpiper Ponds	800	1,040		
16	Parkview Ridge	400	500	400	No records
18	Cornestone Commons	3,600	3,800	600	
21	Fernbrook Office Park	650	800		
21	Wellington Park	300	500		
26	Fox Forest	400	600		No records
28	Mallard Point	1,510	1,800		
28	Parkers Lake North		1,000		Cul-de-sacs not on easements
31	The Villages	400			
32	Gleason Northshore	500	550	210	
36	Willowood Estates	500	500		
36	Trenton Ponds	1,040	1,440	650	
36	The Village at Bassett Creek	1,200	1,300		

Current FTEs	7.20	11.00	4.45
Total All Developments	21,997	28,701	5,350
Miles	4.2	5.4	1.0
Current Mileage	310	350	135
Increase	1.3%	1.6%	0.8%
Miles Per FTE	43.06	31.82	30.34
Similarly Situated Developments	10,260	13,250	2,670
Miles	1.9	2.5	0.5
Current Mileage	310	350	135
Increase	0.6%	0.7%	0.4%

Potential Maintenance Costs		
All Developments		Total Cost
\$5,200.00	Sewer Per Mile Per Year	\$21,663.91
\$5,700.00	Water Per Mile Per Year	\$30,984.03
\$3,000.00	Storm Sewer Per Mile Per Year	\$3,039.77
		\$55,687.72
Similarly Situated Developments		Total Cost
\$5,200.00	Sewer Per Mile Per Year	\$10,104.55
\$5,700.00	Water Per Mile Per Year	\$14,303.98
\$3,000.00	Storm Sewer Per Mile Per Year	\$1,517.05
		\$25,925.57



Identifier	Townhouse Development
A	Hickory Hills
B	Harrison Place
C	Bass Lake Hills
D	Lake Camelot Townhomes
E	Silverthorne
F	Fernbrook Manor
G	Plymouth Green Villas
H	Fernbrook Townhomes
I	Sandpiper Ponds
J	Parkview Ridge
K	Cornerstone Commons
L	Fernbrook Office Park
M	Wellington Park
N	Fox Forest
O	Mallard Point
P	Parkers Lake North
Q	The Villages
R	Gleason Northshore
S	Willowood Estates
T	Trenton Ponds
U	The Village at Bassett Creek



POLICY RELATING TO ACCEPTING PRIVATE UTILITIES INTO CITY UTILITY SYSTEM

Purpose

The City Council desires to establish its position on considering the acceptance of existing private utilities into the City utility system.

Background

The City has several miles of privately owned utilities for which the City provides no maintenance services. Periodically, the private utility owners, generally homeowner's associations (HOAs), inquire about the possibility of having the City assume ownership and ongoing maintenance of their utilities. This policy defines the conditions under which the City Council will consider accepting private utilities into the City system.

Policy

1. To be considered for acceptance by the City as public utilities, the private utilities must meet the following requirements:
 - a) Must serve a townhome or condominium association.
 - b) Must be able to have a defined right-of-way as a separate legal parcel or easement on a separate legal parcel.
 - c) Each adjacent dwelling unit must be on its own legal parcel or have a separate property identification number (PIN).
 - d) The private utilities were approved as part of the City subdivision approval process. Services will not be considered as private utilities.
 - e) Accepting the utilities must serve a public purpose.
 - f) The private utilities must meet City design standards. If the utilities do not meet City standards, they must be upgraded in order to do so.
2. An agreement, provided by the City and in the City's format, must be approved by the majority percentage specified in homeowner's association documents to give public ownership or easement. The agreement must include all private utilities which are the responsibility of an HOA. A copy of the agreement is attached hereto and made a part of this policy.
3. Upon receipt of the agreement, the City will perform an engineering study on the private utilities, identifying condition, maintenance, and safety issues. Private utilities will be considered for acceptance into the City's utility system only if the engineering study indicates that the utilities meet City standards.

4. If recommended by the engineering study, the City will preliminarily accept the utilities by providing the HOA a preliminary indication as to whether it will accept the improvements and will also identify items that do not conform to City standards.
 - a. Items that do not conform to City standards must be repaired, replaced or upgraded before acceptance by the City. The HOA may elect to upgrade the private utilities to City standards or request the City to perform the upgrades.
 - b. If the City agrees to perform the upgrades, the homeowners will be assessed 100% of the costs to undertake the upgrades. At the time of preliminary acceptance of the private utilities into the City system, the assessment for upgrades shall be calculated and provided to the HOA.
6. The HOA must, by the vote as specified in the HOA documents, grant an easement or fee title for the right-of-way without cost to the City, free and clear of any encumbrances.
7. When accepting private utilities as public utilities, no special consideration for maintenance will be given over public utility maintenance policies and procedures.
8. The City Council's final action to accept a private street as a public street shall be a combined action including:
 - a) Adopting the assessments for utility upgrades.
 - b) Accepting the easements.
 - c) Accepting the utilities.
 - d) Awarding a contract for utility upgrades.
9. The final action will occur after all required public hearings with notification to property owners.

**Silverthorne Homeowners' Association
P. O. Box 46-123
Plymouth, MN 55446**

**To: Doran M. Cote P.E.
Director of Public Works
City of Plymouth
3400 Plymouth Blvd.
Plymouth, MN 55447**

August 17, 2011

Dear Mr. Cote!

Thank You for meeting with us on Tuesday August 16th.

We at the Silverthorne Homeowners Association wish to inquire as to the City of Plymouths position of taking over the maintenance and repair of our main storm sewer, water supply and sewer lines as provided to other City of Plymouth homeowners.

If this were to happen we realize as homeowners we would be responsible for repair from our own units to the main lines.

Can you please provide us with this information and anything we would need to do to have the city take over these areas of concern?

Thanking You in Advance.

Sincerely!

ED Etzel (763-557-0150) President

Ed Etzel
Bob Sump (763-559-7356) Treasure

Robert D. Sump

RECEIVED

AUG 18 2011

August 30, 2011

Mr. Ed Etzel
Mr. Robert Sump
Silverthorne Homeowners' Association
P.O. Box 46-123
Plymouth, MN 55446

SUBJECT: Silverthorne Private Streets

Dear Sirs:

I have received your request for a preliminary indication whether the City would accept the private streets in your development as public. I believe that the private streets could be considered for acceptance by the City provided the streets are reconstructed to City standards in accordance with the attached policy. The streets do not meet current standards for width as your streets are only 20 feet wide and the standard is 24 feet. They also do not meet the standard due to the lack of a cul de sac turnaround on Orchid Lane. As we discussed, the curb on all of the streets is in generally poor condition and would also not meet our standards and would need to be replaced.

The Silverthorne Homeowners' Association (HOA) must approve the attached Agreement Regarding Transfer of Certain Improvements Between Homeowner's Association and City of Plymouth in order to proceed. This agreement allows the HOA to bring the private streets to City standards by undertaking improvements themselves or the HOA can request the City to undertake the improvements. If the HOA desires to have the City undertake the improvements, the HOA must escrow with the City funds to cover the City's out-of-pocket costs in preparing and administering the agreement.

Based on this information, please submit a signed agreement and a check for \$20.00/per linear foot for the streets to be deposited into an escrow account so that we may process the agreement. There are approximately 1,100 linear feet of private streets in the Silverthorne development. Once the agreement is approved by the HOA and funds are escrowed with the City, the agreement would be brought to the City Council for consideration and execution. The HOA must also approve a Public Improvement Assessment Agreement prior to undertaking any improvements to the private street.

If you have any questions, please feel free to call me at 763.509.5501.

Sincerely,

Doran M. Cote, P.E.
Public Works Director

enclosure

August 30, 2011

Mr. Ed Etzel
Mr. Robert Sump
Silverthorne Homeowners' Association
P.O. Box 46-123
Plymouth, MN 55446

SUBJECT: Silverthorne Private Utilities

Dear Sirs:

I have received your request for a preliminary indication whether the City would accept the private utilities in your development as public. As we discussed, the City does not currently have a policy for accepting private utilities as public, however, I have prepared a policy for City Council consideration.

Based on the draft policy, I believe that the private utilities could be considered for acceptance by the City as shown highlighted on the attached plans. The Silverthorne Homeowners' Association (HOA) must approve the attached Agreement Regarding Transfer of Certain Improvements Between Homeowner's Association and City of Plymouth in order to proceed. This agreement allows the HOA to bring the private streets to City standards by undertaking improvements themselves or the HOA can request the City to undertake the improvements. If the HOA desires to have the City undertake the improvements, the HOA must escrow with the City funds to cover the City's out-of-pocket costs in preparing and administering the agreement.

If the City Council approves the policy, we will require a signed agreement and a check for \$5.00/per linear foot for the utilities to be deposited into an escrow account so that we may process the agreement. There are approximately 3,110 linear feet of private utilities in the Silverthorne development. Once the agreement is approved by the HOA and funds are escrowed with the City, the agreement would be brought to the City Council for consideration and execution. The HOA must also approve a Public Improvement Assessment Agreement prior to undertaking any improvements to the private street.

If you have any questions, please feel free to call me at 763.509.5501.

Sincerely,

Doran M. Cote, P.E.
Public Works Director

enclosure

**AGREEMENT REGARDING TRANSFER OF CERTAIN IMPROVEMENTS BETWEEN
HOMEOWNER'S ASSOCIATION AND CITY OF PLYMOUTH**

This agreement is entered into as of _____, 2012 between the City of Plymouth ("City") and [insert name of association] ("Association").

RECITALS

- A. The Association is the fee owner of certain improvements (the "Improvements") located in [insert name of development] located at [insert address].
- B. The Association wishes to transfer ownership, operation, and maintenance of the Improvements to the City.
- C. The City is willing to accept the Improvements and be responsible for their future maintenance and operation, if the Improvements meet City standards.

Now therefore in consideration of the mutual covenants and conditions set forth in this agreement, the City and the Association agree as follows:

**ARTICLE ONE
ASSOCIATION'S FORMAL REQUEST
FOR ACCEPTANCE OF IMPROVEMENTS**

- 1.01. The Improvements that the Association wishes to transfer to the City are listed in Exhibit A to this agreement.
- 1.02. The Association will field locate and mark, or will cause to have located and marked, at the Association's expense, each of the Improvements listed in Exhibit A as well as private watermain, sewer, storm sewer, electric, gas and telecommunications utilities.
- 1.03. The Association will provide to the City the as-built plans and any existing maintenance records for each of the Improvements.
- 1.04. The City will provide a preliminary indication as to whether it will accept each of the Improvements.

**ARTICLE TWO
CONDITIONS FOR ACCEPTANCE
OF IMPROVEMENTS**

- 2.01. Any Improvement under consideration for acceptance by the City must be inspected for conformance to the City's standards and for conformance to the City's standard detail specifications. The City will not accept items that do not conform to those standards. Items that do

not conform will be identified by the City and must be repaired, replaced or upgraded before acceptance by the City.

2.02. City to Upgrade Improvements. The Association may elect to have the Improvements upgraded to City standards in accordance with City's Policy Relating to Accepting Private Utilities into the City Utility System. By signing below, the Association makes known their desire to have the Improvements upgraded by the City.

The City shall, at their discretion, make the determination whether to proceed with the Improvements. The City will provide the preliminary indication as identified above, however, the City Council shall make the final determination whether to undertake the Improvements.

If the upgrades are undertaken by the City, the following requirements shall apply:

2.02.1. Assessment Agreement. The Association must approve an assessment agreement to be assessed their portion of the Improvement costs. If the assessments are challenged, the Association is responsible for all costs incurred by the City due to said challenge.

2.02.2. Association Property. The City may, at their discretion, chose to assess the Association's portion of the Improvement costs to a commonly owned property of the Association.

2.03. Association to Upgrade Improvements. The Association may elect to upgrade the Improvements so that they comply with City standards provided plans and specifications are approved by the City ("Approved Plans"). By signing below, the Association makes known their desire to have the Improvements upgraded by the Association.

If the upgrades are undertaken by the Association, the following requirements shall apply:

2.03.1. Staking, Surveying and Inspections. The Association, through its engineer, must provide all staking, surveying and inspection records for the Improvements in order to ensure that the completed Improvements conform to the Approved Plans. The City will provide for general inspection. The Association must notify the City of all tests to be performed.

2.03.2. Unsatisfactory Labor or Material. In the event that the City rejects as defective or unsuitable any material or labor supplied by the Association, then the rejected material must be removed and replaced with approved material and the rejected labor must be done again

to the Approved Plans and approval of the City and at the sole cost and expense of the Association.

2.03.3. Time for Association's Performance. Improvements that require upgrading are to be completed within 90 days after the date of this Agreement, unless extended by the City Engineer. 30 day extensions must be requested by the Association in writing with details explaining the need for the extension.

2.03.4. Maintenance of Improvements. The Association shall be responsible for all maintenance, upkeep and repair of the Improvements until such Improvements are completed and accepted by the City. The Association hereby agrees to indemnify and hold the City harmless from any and all claims for damages of any nature whatsoever arising out of Association's acts or omissions in performing the obligations imposed upon Association by this paragraph.

2.03.5. Additional Work or Materials. All work covered by this Agreement shall be done at no expense to the City. The Association shall not do any work or furnish any materials not covered by the Approved Plans unless such work is first approved by the City. Any such work or materials that may be done or furnished by the Association or its contractor without prior written order are furnished at the Association's or contractor's own risk.

2.03.6. As-built Plans. Upon completion of the work, the Association shall provide the City with a full set of as-built plans of the upgrades to the improvements in a form similar to the example provided in Appendix B for City records.

2.03.7. Final Inspection/Acceptance. Upon completion of all work required by the City Engineer or designated representative, the City Engineer and representatives of the Association's contractor and/or engineer will make a final inspection of the work. The City Engineer shall be satisfied that all work is satisfactorily completed in accordance with the Approved Plans, and the Association's engineer shall submit a written statement attesting to the same. The final approval and acceptance of the Improvements shall take the form of a resolution duly passed by the City Council on the advice of the City Engineer.

ARTICLE THREE EASEMENTS AND CITY COSTS

3.01. Easements. The Association shall provide in recordable format the necessary easements at no cost to the City. These easements shall be in a form acceptable to the City Engineer at their sole discretion. The City shall record the easements promptly after the acceptance of the work by the City Council.

3.02. Payment of City Costs. Upon execution of this Agreement, the Association shall pay a deposit into the escrow account of the City in the amount of \$5.00 (five dollars) per lineal foot of improvements to be transferred. These monies are to be used by the City to pay its out-of-pocket costs in preparing and administering this Agreement. The out-of-pocket costs to be paid shall

include, but not be limited to, attorney's fees, engineering fees, and other technical or professional assistance, including the work of the City staff and employees. Whenever the balance remaining in the fund is less than \$1,000.00 (one thousand dollars), the Association shall, upon request by the City, deposit the amount required to re-establish the fund balance at \$5,000.00 (five thousand dollars). Upon completion of all work required by this Agreement, any balance remaining shall be refunded to the Association.

ARTICLE FOUR OTHER REQUIREMENTS

4.01. Indemnification. Notwithstanding anything to the contrary in this Agreement, the City, its officials, agents and employees shall not be personally liable or responsible in any manner to the Association, the Association's contractor or subcontractor, material suppliers, laborers or to any other person or persons for any claim, demand, damages, actions or causes of action of any kind or character arising out of or by reason of the execution of this Agreement or the performance and completion of the work required by this Agreement to be performed by the Association. The Association will save the City, its officials, agents and employees harmless from all such claims, demands, damages, or causes of action and the costs, disbursements, and expenses of defending the same, including but not limited to, attorneys fees, consulting engineering services, and other technical or professional assistance, including the work of City staff and employees. Notwithstanding the foregoing, nothing in this Agreement shall be construed to waive or limit any immunity from or limitation on liability to which the City is entitled, under Minnesota Statutes, Chapter 466 or otherwise.

4.02. Underground Utilities. The Association shall contact the electric, telephone, gas and cable companies that are authorized to provide service to the property for the purpose of ascertaining whether any of those utility providers intend to install underground lines within the development. The Association agrees to comply with applicable requirements of franchise ordinances in effect in the City, copies of which are available from the City Clerk.

4.03. After acceptance of the Improvements, the City assumes no obligation or duty to maintain them beyond the standards set out in the applicable City policies.

ARTICLE FIVE MISCELLANEOUS PROVISIONS

5.01. Amendment. Any amendment to this Agreement must be in writing and signed by both parties.

5.02. Assignment. The Association may not transfer or assign any of its obligations under this Agreement without the prior written consent of the City, which shall not be unreasonably withheld.

5.03. Severability. The provisions of this Agreement are severable, and in the event that any provision of this Agreement is found invalid, the remaining provisions shall remain in full force and effect.

5.04. Notices. All notices, certificates or other communications required to be given to City and Association hereunder shall be sufficiently given and shall be deemed given when delivered or when deposited in the United States mail, first class, with postage fully prepaid and addressed as follows:

To City: City of Plymouth
 3400 Plymouth Boulevard
 Plymouth, MN 55447
 Attn: City Engineer

To Association: _____

The City and the Association, by notice given hereunder, may designate different addresses to which subsequent notice, certificate or other communications should be sent.

5.05. No Third Party Beneficiary. This Agreement and any financial guarantees required pursuant to its terms are not intended for the benefit of any third party.

5.06. Applicable Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

IN WITNESS OF THE ABOVE, the parties have caused this Agreement to be executed on the date and year written above.

CITY OF PLYMOUTH

By _____
Its Mayor

By _____
Its City Manager

ASSOCIATION

By _____
Its _____

DRAFT

CITY OF PLYMOUTH

RESOLUTION No. 2012-

A RESOLUTION ADOPTING POLICY RELATING TO ACCEPTING PRIVATE UTILITIES INTO CITY UTILITY SYSTEM AND APPROVING AGREEMENT REGARDING TRANSFER OF CERTAIN IMPROVEMENTS BETWEEN HOMEOWNER'S ASSOCIATION AND CITY OF PLYMOUTH AND PUBLIC IMPROVEMENT AND SPECIAL ASSESSMENT AGREEMENT

WHEREAS, the City does not have a policy for accepting private utilities into the City's utility system; and

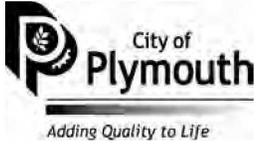
WHEREAS, the City has been requested to assume maintenance responsibility for utilities in a private development; and

WHEREAS, the proposed policy is modeled after the City's Policy Relating to Accepting Private Streets into City Street System; and

WHEREAS, the new policy would require the execution of two subsequent agreements.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA: Approves Amendments To Policy Relating To Accepting Private Utilities Into The City Utility System, Agreement Regarding Transfer Of Certain Improvements Between Homeowner's Association And City Of Plymouth And Public Improvement Special Assessment Agreement.

Approved this 24th day of January, 2012.



Agenda
Number:

2B

To: Mayor and City Council

**SPECIAL
COUNCIL MEETING**

Prepared by: Laurie Ahrens, City Manager

January 24, 2012

Item: **Set Future Study Sessions**

1. ACTION REQUESTED:

Review the list of pending study session items and schedule dates as desired. Calendars are attached for your use.

Pending Study Session Topics

(at least 3 Council members have approved the following study items on the list)

- Fire Study
- Discuss trails
- Redistricting

Other requests for study session topics:

- Update with City Manager (summer 2012)
- Update on Northwest Greenway acquisition (after 5/1/12)
- Funding infrastructure improvements in Northwest Plymouth

January 2012

SUN	MON	TUES	WED	THUR	FRI	SAT
1  NEW YEAR'S DAY	2 NEW YEAR'S DAY Observed CITY OFFICES CLOSED	3 6:00 PM SPECIAL COUNCIL MEETING Discuss Proposals for Peony Lane/Lawndale Lane Project Medicine Lake Room	4 7:00 PM PLANNING COMMISSION MEETING Council Chambers	5	6	7
8	9	10 5:30 PM SPECIAL COUNCIL MEETING* Medicine Lake Room 7:00 PM REGULAR COUNCIL MEETING Council Chambers	11 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	12 7:00 PM PARK & REC ADVISORY COMMISSION (PRAC) MEETING Council Chambers	13	14
15	16  MARTIN LUTHER KING JR. BIRTHDAY Observed CITY OFFICES CLOSED	17 6:00 PM SPECIAL COUNCIL MEETING Discuss Council Goals and Legislative Priorities for 2012 Medicine Lake Room	18 7:00 PM PLANNING COMMISSION MEETING Council Chambers	19	20 CANCELLED SKATE WITH THE MAYOR Parkers Lake	21
22	23	24 5:30 PM SPECIAL COUNCIL MEETING Discuss Private Utilities for Silverthorn Medicine Lake Room 7:00 PM REGULAR COUNCIL MEETING Council Chambers	25 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) REGULAR MEETING Medicine Lake Room 7:15 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) STUDY SESSION Medicine Lake Room	26 7:00 PM HRA MEETING Medicine Lake Room	27	28
29	30	31				

* Receive update from the City's prosecutor

Modified on 01/20/12

February 2012

SUN	MON	TUES	WED	THUR	FRI	SAT
			1 7:00 PM PLANNING COMMISSION MEETING Council Chambers	2 6:00 PM BOARD AND COMMISSION REC- OGNITION EVENT Plymouth City Hall 7:30 PM CHARTER COMMISSION MEETING Medicine Lake Room	3	4 2:00 PM FIRE & ICE FESTIVAL Parkers Lake
5	6	7 7:00 PM PRECINCT CAUCUSES	8 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	9 7:00 PM PARK & REC ADVISORY COMMISSION (PRAC) MEETING Council Chambers	10	11
12	13	14 7:00 PM REGULAR COUNCIL MEETING Council Chambers	15 7:00 PM PLANNING COMMISSION MEETING Council Chambers	16 7:00 PM HUMAN RIGHTS COMMITTEE MEETING Medicine Lake Room	17	18
19	20  PRESIDENTS DAY CITY OFFICES CLOSED	21 5:30 PM SPECIAL COUNCIL MEETING* Medicine Lake Room	22 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) MEETING Medicine Lake Room	23 7:00 PM POLICE DEPT. ANNUAL RECOGNITION EVENT Plymouth Creek Center 7:00 PM HRA MEETING Medicine Lake Room	24	25
26	27	28 7:00 PM REGULAR COUNCIL MEETING Council Chambers	29			

- * Parkers Lake Cemetery
- * Street Lighting Rates
- * Noise Ordinance
- * Hotel Registration Ordinance
- * City Manager Update

Modified on 01/20/12

March 2012

SUN	MON	TUES	WED	THUR	FRI	SAT
				1	2	3 9:00 AM– 12:00 PM CITY SAMPLER Plymouth City Hall
4	5	6	7 7:30 AM STATE OF THE CITY MEETING Council Chambers 7:00 PM PLANNING COMMISSION MEETING Council Chambers	8	9	10
11 <i>Daylight Savings Time Begins</i>	12	13 7:00 PM REGULAR COUNCIL MEETING Council Chambers	14 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	15	16	17
18	19	20	21 7:00 PM PLANNING COMMISSION MEETING Council Chambers	22 5:30–8:00 PM ENVIRONMENTAL QUALITY FAIR Kimberly Lane Elementary School 7:00 PM HRA MEETING Medicine Lake Room	23	24
25	26	27 7:00 PM REGULAR COUNCIL MEETING Council Chambers	28 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) STUDY SESSION Medicine Lake Room	29	30	31

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April 2012

SUN	MON	TUES	WED	THUR	FRI	SAT
1	2	3	4 7:00 PM PLANNING COMMISSION MEETING Council Chambers	5	6 <i>Passover Begins at Sunset</i>	7
8 <i>Easter Sunday</i>	9	10 6:00 PM BOARD OF EQUALIZATION Council Chambers 7:00 PM REGULAR COUNCIL MEETING Council Chambers	11 7:00 PM ENVIRONMENTAL QUALITY COMMITTEE (EQC) MEETING Council Chambers	12 5:00–9:00 PM PRIMAVERA Plymouth Fine Arts Council Show Plymouth Creek Center	13 5:00–9:00 PM PRIMAVERA Plymouth Fine Arts Council Show Plymouth Creek Center 6:00–8:00 PM YARD & GARDEN EXPO Plymouth Creek Center Fieldhouse	14 10:00 AM–4:00 PM PRIMAVERA Plymouth Fine Arts Council Show Plymouth Creek Center 9:00 AM-1:00 PM YARD & GARDEN EXPO Plymouth Creek Center
15 1:00–4:00 PM PRIMAVERA Plymouth Fine Arts Council Show Plymouth Creek Center	16 10:00 AM-4:00 PM 7:00 PM-8:30 PM PRIMAVERA Plymouth Fine Arts Council Show Plymouth Creek Center	17	18 7:00 PM PLANNING COMMISSION MEETING Council Chambers	19	20	21
22	23	24 6:00 PM BOARD OF EQUALIZATION Reconvened Council Chambers 7:00 PM REGULAR COUNCIL MEETING Council Chambers	25 7:00 PM PLYMOUTH ADVISORY COMMITTEE ON TRANSIT (PACT) STUDY SESSION Medicine Lake Room	26 7:00 PM HRA MEETING Medicine Lake Room	27	28
29	30					

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