

(RECAP AGENDA)
CITY OF PLYMOUTH
AGENDA
REGULAR COUNCIL MEETING
MARCH 8, 2016, 7:00 p.m.

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **PLYMOUTH FORUM**—*Individuals may address the Council about any item not contained on the regular agenda. A maximum of 15 minutes is allotted for the Forum. If the full 15 minutes are not needed for the Forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the Forum, with the exception of referral to staff or Commission for future report.*
4. **PRESENTATIONS AND PUBLIC INFORMATION ANNOUNCEMENTS**
 - 4.01 Announce Healthy Living Fair on March 13 (Recreation Supervisor Jessie Koch)
5. **APPROVE AGENDA**—*Councilmembers may add items to the agenda including items contained in the Council Information Memorandum for discussion purposes or staff direction only. The Council will not normally take official action on items added to the agenda.*
6. **CONSENT AGENDA**—*These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda. (Approved)*
 - 6.01 Approve proposed City Council Minutes
 - 6.02 Approve disbursements (Res2016-060)
 - 6.03 Approve submission of Department of Employment and Economic Development Job Creation Fund Program application for Wagner Spray Tech Corporation/Wagner Holdings, Inc. (Res2016-061)
 - 6.04 Approve 2016 Community Development Block Grant Program Year Allocations (Res2016-062, Res2016-063)

- 6.05 (This item was removed from the Consent Agenda and placed under General Business as item No. 8.03)
- 6.06 Adopt Ordinance amending Section 310 of the City Code creating a Public Safety Department (Ord2016-06, Res2016-064)
- 6.07 Approve exception from Section 2005.13 of the City Code allowing liquor sales and consumption and at the Hilde Performance Center on June 9 and July 30 (Res2016-065)
- 6.08 Adopt Ordinance amending Chapter 12 and Section 1010 of the City Code concerning liquor classifications, regulations, and fees (Ord2016-07, Res2016-066)
- 6.09 Accept streets and/or utilities for continual maintenance in O'Donnell Woods (2012099 – Res2016-067) and Trillium Woods (2008085 – Res2016-068)
- 6.10 Approve Preliminary and Final Plat for “Pietig Berkshire Estates” for property located at 315-317 Berkshire Lane (Pietig Bros. Inc. – 2016002 – Res2016-069)
- 6.11 (This item was removed from the Consent Agenda and placed under General Business as item No. 8.04)
- 6.12 Approve Final Plat and Development Contract for “Maple Creek Meadows 2nd Addition” (Lawndale 47, LLC – 2016007 – Res2016-070, Res2016-071)
- 6.13 (This item was removed from the Consent Agenda and placed under General Business as item No. 8.001)
- 6.14 (This item was removed from the Consent Agenda and placed under General Business as item No. 8.05)
- 6.15 Approve Rezoning and Preliminary Plat for “The Preserve at Meadow Ridge” for property located at 18035 County Road 47 (Quest Development, Inc. – 2015113 – Ord2016-08, Res2016-072, Res2016-073, Res2016-074)

7. PUBLIC HEARINGS

- 7.01 Public hearing on application of Supervalu, Inc. for Off-Sale 3.2 Malt Liquor License at Rainbow Foods, 16705 County Road 24 (Res2016-075) **(Approved)**

8. GENERAL BUSINESS

- 8.001 Order and accept preliminary engineering report, order and accept plans and specifications, call for public hearing, order advertisement for bids, declare costs to be assessed, and set assessment hearing for Ponderosa Reconstruction project (16008 – Res2016-076, Res2016-077, Res2016-078, Res2016-079, Res2016-080) *(Previously item No. 6.13)* **(Approved)**
- 8.01 Consider Rezoning and Preliminary Plat for “Dunkirk Gateway” for property located in the southwest quadrant of County Road 47 and Dunkirk Lane (Estate Development Corporation – 2015114 – Ord2016-09, Res2016-081, Res2016-082, Res2016-083) **(Approved)**
- 8.02 Consider Council Goals and Legislative Priorities for 2016 (Res2016-084) **(Approved)**
- 8.03 Adopt Ordinance amending Section 1015.33 of the City Code concerning water, sanitary sewer, water resources, and solid waste fees (Ord2016-10, Res2016-085) *(Previously item No. 6.05)* **(Approved)**
- 8.04 Approve Final Plat and Development Contract for “Aspen Hollow 2nd Addition” (Pulte Group – 2016003 – Res2016-086, Res2016-087) *(Previously item No. 6.11)* **(Approved)**
- 8.05 Approve plans and specifications and order advertisement for bids for the Phase 2 Flashing Yellow Arrow Signal project (15008 – Res2016-088) *(Previously item No. 6.14)* **(Approved)**

9. REPORTS AND STAFF RECOMMENDATIONS

10. ADJOURNMENT

Proposed Minutes Special Council Meeting February 23, 2016

Mayor Slavik called a Special Meeting of the Plymouth City Council to order at 5:30 p.m. in the Medicine Lake Room of City Hall, 3400 Plymouth Boulevard, on February 23, 2016.

COUNCIL PRESENT: Mayor Slavik, Councilmembers Carroll, Prom, Wosje, Johnson, Beard, and Willis.

ABSENT: None.

STAFF PRESENT: City Manager Callister, Administrative Services Director Fischer, Public Works Director Cote, City Engineer Renneberg, Public Safety Director Goldstein, Park and Recreation Director Evans, Deputy Park and Recreation Director Northway, Administrative Intern Hansen, and Office Support Representative Gottschalk.

Crosswalk Implementation Plan

City Engineer Renneberg discussed the crosswalk improvement implementation plan. Based on feedback from the Council, staff developed criteria for use/installation of rectangular rapid flashing beacons (RRFB).

The Council provided direction to staff for the locations below:

- Vicksburg Lane at 41st Avenue (Plymouth Creek Elementary): No RRFB, trim trees, and add street light.
- Fernbrook Lane at Dallas Lane: Install RRFB and pedestrian ramps at intersection.
- Schmidt Lake Road at Orchid Lane: Install RRFB prior to scheduled CIP project.
- Old Rockford Road at Jewel Lane: Install RRFB.
- County Road 47 at Yucca Lane: Retain marked crosswalk.
- Fernbrook Lane at 44th Place: Retain marked crosswalk.
- Northwest Boulevard at 44th Avenue: Retain marked crosswalk.
- Northwest Boulevard at 37th Avenue: Retain marked crosswalk.
- Niagara Lane at 25th Avenue: Retain marked crosswalk and install RRFB.
- Vicksburg Lane at 25th Avenue: Retain marked crosswalk and install RRFB.
- Peony Lane at 51st Avenue: Install RRFB.
- Niagara Lane at 23rd Avenue: Removed marked crosswalk.

Set Future Study Sessions

The Council added the 2016 Council Goals and Legislative Priorities to the March 8th Study Session agenda.

Adjournment

Mayor Slavik adjourned the meeting at 6:43 p.m.

Sandra R. Engdahl, City Clerk

Proposed Minutes Regular City Council Meeting February 23, 2016

Mayor Slavik called a Regular Meeting of the Plymouth City Council to order at 7:00 p.m. in the Council Chambers of City Hall, 3400 Plymouth Boulevard, on February 23, 2016.

COUNCIL PRESENT: Mayor Slavik, Councilmembers Johnson, Beard, Willis, Carroll, Wosje, and Prom.

ABSENT: None.

STAFF PRESENT: City Manager Callister, Administrative Services Director Fischer, Community Development Director Juetten, Public Works Director Cote, Park and Recreation Director Evans, Public Safety Director Goldstein, Fire Chief Coppa, City Attorney Poehler, and Office Support Representative Gottschalk.

Plymouth Forum

David Christopherson, 4175 Yuma Lane North, representing Summer Creek Homeowners Association, provided a letter to the Council outlining specific concerns regarding a proposed trail to be constructed in front of their townhomes.

Mayor Slavik requested staff provide a report to the Council regarding the status of this project. Park and Recreation Director Evans commented that this project has been delayed in order to address the concerns of the neighborhood as well as other issues.

Presentations and Public Information Announcements

There were no presentations and public information announcements.

Approval of Agenda

Motion was made by Councilmember Wosje, and seconded by Councilmember Prom, to approve the agenda. With all members voting in favor, the motion carried.

Consent Agenda

By request of Councilmember Willis, item No. 6.15 was removed from the Consent Agenda and placed under General Business as item No. 8.03.

Motion was made by Councilmember Prom, and seconded by Councilmember Johnson, to adopt the amended Consent Agenda that included the following items:

- (6.01)** Special Meeting Minutes of February 16, 2016 and Regular Meeting Minutes of February 9, 2016.
- (6.02)** Resolution Approving Disbursements ending February 13, 2016 (Res2016-043).
- (6.03)** Resolution Approving Tobacco License for Supervalu, Inc., d/b/a Rainbow Foods, 16705 County Road 24 (Res2016-044).
- (6.04)** Resolution Approving the Purchase of a Replacement Jetter/Sewer Vacuum and Hydro Excavation Unit (Res2016-045).
- (6.05)** Resolution Approving Minnesota Government Access Master Subscriber Agreement for Access to District Court Records (Res2016-046).
- (6.06)** Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for the 2016 Sanitary Sewer Lining Project (16009 - Res2016-047).
- (6.07)** Resolution Awarding Bid for 2016 Street Sweeping Program (16013 - Res2016-048).
- (6.08)** Resolution Approving Temporary Liquor License Application for the Plymouth Arts Council (Res2016-049).
- (6.09)** Resolution Approving Name for Neighborhood Park as Aspen Ridge (Res2016-050).
- (6.10)** Accept Parks and Recreation Advisory Commission's 2016 Work Plan.
- (6.11)** Accept Planning Commission's 2016 Work Plan.
- (6.12)** Resolution Awarding Contract for Parkers Lake Tennis Court Rehabilitation Project (40059 - Res2016-051).
- (6.13)** Ordinance Amending City Code Section 1016 for Plymouth Creek Center Fieldhouse Rental Fees (Ord2016-03) and Resolution Approving Summary Publication of Ordinance No. 2016-03 (Res2016-052).
- (6.14)** Resolution Approving Amendments to Millennium Garden and Plymouth Creek Center Policies (Res2016-053), Ordinance Amending Section 1016 of the Plymouth City Code concerning Rental Fees at the Millennium Gard and the Plymouth Creek Garden Center (Ord2016-04), and Resolution Approving Summary Publication of Ordinance 2016-04 (Res2016-054).

(6.15) (This item was removed from the Consent Agenda and placed under General Business as item No. 8.03).

(6.16) Resolution approving Asphalt bid from DMJ Asphalt, Inc. for Park Trails, Parking Lots, and other Hardscape Surface Repairs for 2016 and 2017 (Res2016-055).

With all members voting in favor, the motion carried.

Public Hearings

There were no public hearings.

General Business

(8.01) Parking Lot Improvements at Plymouth Ice Center and Life Time Fitness (40044)

Park and Recreation Director Evans reported the proposed project is scheduled in the 2016 Capital Improvement Program (CIP), with a planned City contribution of \$500,000 and a \$100,000 contingency that would be split 50/50 between Life Time Fitness and the City. Life Time Fitness agreed to a lump sum amount of \$625,000. Staff recommends awarding the bid for expansion and renovation of the parking lot to New Look Contracting in the amount of \$1,016,411.

Motion was made by Councilmember Carroll, and seconded by Councilmember Willis, to adopt a Resolution Awarding Bid for the Expansion and Renovation of the Plymouth Ice Center and Life Time Fitness Parking Lot (40044 - Res2016-056). With all members voting in favor but Johnson, the motion carried.

(8.02) Agreements with Xcel Energy, State of Minnesota and Canadian Pacific Railway and Contract for the Vicksburg Lane Reconstruction and Expansion Project (16001)

Public Works Director Cote reported on the proposed improvements for Vicksburg Lane from Schmidt Lake Road to the Maple Grove border. The agreements are with Xcel Energy to bury power lines, the State of Minnesota for the bonding funds, and two agreements with Canadian Pacific Railway which include a revised agreement for the construction costs and an easement agreement required by the State for the bonding funds. The improvements are included in the CIP for construction in 2016 with an estimated cost of \$15.9 million. Staff is recommending the low bid from Eureka Construction in the amount of \$11,880,332.60. He noted that staff has been continually meeting with the utility companies in order to avoid any issues and to keep the project on schedule.

Motion was made by Councilmember Johnson, and seconded by Councilmember Willis, to adopt a Resolution Awarding Contract and Approving Agreements with Xcel Energy and Canadian Pacific Railway for the Vicksburg Lane Reconstruction and Expansion Project (16001 -

Res2016-057) and a Resolution Approving Agreement with the State of Minnesota for Vicksburg Lane Reconstruction and Expansion Project SAP 155-156-018 (16001 – Res2016-058). With all the members voting in favor, the motion carried.

(8.03) Updated Utility Trunk Fund Study and Ordinance Amending Section 1015.19 of the City Code regarding Water and Sewer Area and Connection (REC) Charges (*previously item No. 6.15*)

Councilmember Willis made a motion to round the recommended amounts of the proposed sewer connection charge from \$492 to \$500, water connection charge from \$1,262 to \$1,275, water area charge from \$4,341 to \$4,350 per acre, and the sewer area charge from \$1,169 to \$1,175. This motion died for lack of second.

Motion was made by Councilmember Johnson, and seconded by Councilmember Wosje, to adopt an Ordinance Amending Chapter 10 of the Plymouth City Code Concerning Water and Sanitary Sewer Permits and Utility Fees (Ord2016-05) and a Resolution Approving Summary Publication of Ordinance No. 2016-05 (Res2016-059). With all the members voting in favor, the motion carried.

Reports and Staff Recommendations

There were no reports and staff recommendations.

Adjournment

Mayor Slavik adjourned the regular meeting at 7:31 p.m.

Sandra R. Engdahl, City Clerk



Agenda
Number:

6.02

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Deb Luesse, Accounting Clerk

Reviewed by: Jodi Bursheim, Finance Manager

Item: Disbursements Ending February 27, 2016

1. ACTION REQUESTED:

Adopt the attached resolution to approve the disbursements for the period ending February 27, 2016.

2. BACKGROUND:

Attached is a list of city fund disbursements for the period ending February 27, 2016.

3. BUDGET IMPACT:

N/A

4. ATTACHMENTS:

Check Registers
Resolution

Invoice Expense Distribution for Period Ended 2/27/16 Council meeting 3/8/16

FUND	100	General Fund	369,847.28
	200	Recreation Fund	19,431.02
	210	Parker's Lake Cemetery Maint	0.00
	220	Transit System Fund	281,045.06
	234	Economic Development Fund	0.00
	250	Comm Dev Block Grant Fund	21,148.00
	254	HRA Section 8 Fund	0.00
	254	HAP Check Summary	0.00
	258	HRA General Fund	1,133.75
	300	1998C GO Activity Center	0.00
	304	1998B Shenandoah Debt Serv	0.00
	305	2004A GO Public Safety	0.00
	307	1998A-TIF #7-5A Rottland	0.00
	308	2005A TIF #1-1	0.00
	309	2007A Open Space Series	0.00
	310	2009A TIF #7-5A Refund 1998A	0.00
	311	2009B AC and FH Refunding	0.00
	312	2010A GO Open Space	0.00
	314	2012A GO Refunding 2004A	0.00
	315	2015A GO Open Space	0.00
	400	General Capital Projects Fund	84,497.05
	401	Minnesota State Aid Fund	0.00
	404	Community Improvement	0.00
	405	Park Replacement Fund	0.00
	406	Infrastruncture Replacement Fund	0.00
	407	Project Administration Fund	0.00
	408	Park Construction	0.00
	409	Capital Improvement Fund	0.00
	412	Water Sewer Replace	0.00
	413	Improvement Project Construction	104,275.13
	414	Shenandoah Administration	0.00
	415	Shenandoah Surplus	0.00
	417	Project Warranty Repairs	0.00
	418	Utility Trunk System Expansion	0.00
	420	Water Sewer Construction	15,122.72
	421	ENT-Water Resources Constrctn	483,617.21
	422	TIF 7-4 PTP Construction	0.00
	423	TIF 7-5 Rottlund (Const)	0.00
	424	TIF 7-6 Berkshire	0.00
	425	TIF Housing Assistance Program	0.00
	426	TIF 7-7 Stonecreek	0.00
	427	TIF 1-1 Shops at Plymth Crk	0.00
	428	TIF 1-2 Vicksburg Commons	0.00
	429	TIF HRA 1-3 Crossroads Station	0.00
	430	CON-Open Spaces Series 2007A	0.00
	431	CON-2010A Open Space	0.00
	432	TIF #7-8 Quest	0.00
	500	Water Fund	183,151.72
	510	Water Resources Fund	28,196.68
	520	Sewer Fund	724,790.87
	530	Solid Waste Management Fund	0.00
	540	Ice Center Fund	8,361.09
	550	Field House Fund	220.60
	600	Central Equipment Fund	24,038.77
	610	Public Facilities Fund	32,308.43
	620	Information Technology Fund	22,408.24
	630	Risk Management Fund	13,076.63
	640	Employee Benefits Fund	13,368.13
	650	Design Engineering	0.00
	660	Resource Planning	140.00
	800	Investment Trust Fund	0.00
	850	Plymouth Town Square	0.00
	851	Vicksburg Crossing	0.00
			0.00
			<u>2,430,178.38</u>
Total Invoice Expense Distribution:			



Check Payment Register

02/14/2016 to 02/27/2016

Check EFT	Date Paid: 02/19/2016	MN Child Support Payment Ctr	Amount:	\$1,051.18
Inv. 2016-00000044	02/19/2016	CHD SUP% - Child Support Percentage*		
<u>Item Description</u>			<u>Total Price</u>	
02/19/2016 Deduction Child Support Percentage			\$203.95	
02/19/2016 Deduction Child Support			\$442.54	
02/19/2016 Deduction Child Support			\$116.28	
02/19/2016 Deduction Child Support			\$288.41	
Check 100725	Date Paid: 02/18/2016	Bomsta, Ruth	Amount:	\$42.00
Inv. Import - 3258	02/16/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$42.00	
Check 100726	Date Paid: 02/18/2016	Grubestic, Erin	Amount:	\$50.00
Inv. Import - 3259	02/16/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$50.00	
Check 100727	Date Paid: 02/18/2016	Hakkola, Leslie	Amount:	\$6.50
Inv. Import - 3257	02/16/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$6.50	
Check 100728	Date Paid: 02/18/2016	LumenSigns/Anthony Reed	Amount:	\$9,600.00
Inv. 900169	02/16/2016	Bal owed LED recessed can lighting dome area		
<u>Item Description</u>			<u>Total Price</u>	
LED recessed can lighting retrofit: Phase 1- PCC			\$9,600.00	
Check 100729	Date Paid: 02/18/2016	2nd Nature Lawn Watering Systems	Amount:	\$650.00
Inv. 167	02/04/2016	2.2/2.4.16 Snow plowing		
<u>Item Description</u>			<u>Total Price</u>	
Snow plowing service Feb 3 & 4 IN# 167			\$650.00	
Check 100730	Date Paid: 02/18/2016	4imprint Inc	Amount:	\$433.54
Inv. 4424513	01/25/2016	Community Ed prize wheel		
<u>Item Description</u>			<u>Total Price</u>	
community education prize wheel			\$433.54	
Check 100731	Date Paid: 02/18/2016	ACCO/General Binding Corp	Amount:	\$1,647.00
Inv. 2486966	01/25/2016	1 GBC Heatseal Ultima		
<u>Item Description</u>			<u>Total Price</u>	
Inv #2486966 - GBC Heatseal Ultima 65 115V 1U			\$1,647.00	
Check 100732	Date Paid: 02/18/2016	Adam's Pest Control, Inc.	Amount:	\$173.84
Inv. 2370916	02/09/2016	Jan-Mar'16 FS2 Pest Control		
<u>Item Description</u>			<u>Total Price</u>	
			\$79.50	
Inv. 2370918	02/09/2016	Jan-Mar'16 FS3 Pest Control		
<u>Item Description</u>			<u>Total Price</u>	
			\$94.34	
Check 100733	Date Paid: 02/18/2016	Al's Coffee Company	Amount:	\$339.50
Inv. 137695	01/26/2016	IC Concession coffee resupply		
<u>Item Description</u>			<u>Total Price</u>	
Items for resale in the concession stand			\$339.50	
Check 100734	Date Paid: 02/18/2016	All Season Services Inc	Amount:	\$462.00
Inv. 14041	01/31/2016	Jan'16 Snowplowing		

<u>Item Description</u>			<u>Total Price</u>
Snow plowing service Jan 2016 IN# 14041			\$462.00
Check 100735	Date Paid: 02/18/2016	Anderson-Johnson Associates Inc	Amount: \$199.50
Inv. 150770116	01/31/2016	PCC final Field Turf	
<u>Item Description</u>			<u>Total Price</u>
			\$199.50
Check 100736	Date Paid: 02/18/2016	ARC	Amount: \$275.00
Inv. MN75001968	01/28/2016	Jan'16 Plotter maintenance	
<u>Item Description</u>			<u>Total Price</u>
Plotter Maintenance Yearly Estimate			\$275.00
Check 100737	Date Paid: 02/18/2016	Batteries Plus	Amount: \$191.82
Inv. 02110228901	01/13/2016	2 7.2V LIION	
<u>Item Description</u>			<u>Total Price</u>
			\$99.90
Inv. 021340324	01/28/2016	5ea 12v Lead battery & 6ea 3.6v Lithium battery	
<u>Item Description</u>			<u>Total Price</u>
5ea 12v Lead battery & 6ea 3.6v Lithium battery			\$91.92
Check 100738	Date Paid: 02/18/2016	Beautiful Island LLC	Amount: \$122.36
Inv. 24352530	02/16/2016	14715 Gleason Lake Dr water refund	
<u>Item Description</u>			<u>Total Price</u>
Utility Refund #24352530 14715 Gleason Lake Dr			\$122.36
Check 100739	Date Paid: 02/18/2016	Bertelson One Source	Amount: \$96.62
Inv. CPWO17054011	01/20/2016	Garment Hook rtn; cr to inv WO1705401	
<u>Item Description</u>			<u>Total Price</u>
Garment Hook rtn; cr to inv WO1705401			(\$21.32)
Inv. WO1737691	01/25/2016	Mouse pad, wrist rest, hanging strips	
<u>Item Description</u>			<u>Total Price</u>
Mouse pad, wrist rest, hanging strips			\$41.30
Inv. WO1747451	01/28/2016	1pk badge reels, 6pk pocket portfolios	
<u>Item Description</u>			<u>Total Price</u>
1pk badge reels, 6pk pocket portfolios			\$76.64
Check 100740	Date Paid: 02/18/2016	Braun Intertec Corporation	Amount: \$500.00
Inv. B051602	02/09/2016	1.29.16 Final Proj15020 geotechnical evaluation	
<u>Item Description</u>			<u>Total Price</u>
Geotechnical Evaluation			\$500.00
Check 100741	Date Paid: 02/18/2016	Briggs and Morgan, P.A.	Amount: \$618.75
Inv. 573607	02/03/2016	12.10/12.18.15 TIF 1-1 Financing matters	
<u>Item Description</u>			<u>Total Price</u>
Inv# 573607 - Professional Services 12/10/15-12/18/15 TIF 1-1			\$618.75
Check 100742	Date Paid: 02/18/2016	CDW Government Inc	Amount: \$2,194.40
Inv. BVJ8597	01/25/2016	Restocking fee waived; cr to inv BKG1564	
<u>Item Description</u>			<u>Total Price</u>
Restocking fee waived; cr to inv BKG1564			(\$133.32)
Inv. BVL7018	01/25/2016	GRI Powerdock 5 IOS charge	
<u>Item Description</u>			<u>Total Price</u>
GRI Powerdock 5 IOS charge			\$74.85
Inv. BVV6101	01/26/2016	Office 2016 STD	
<u>Item Description</u>			<u>Total Price</u>
Office 2016 Std. - 3845732			\$262.74
Inv. BVW5982	01/26/2016	Brother pocket jet 6 engine, adptr	
<u>Item Description</u>			<u>Total Price</u>
Brother Pocket Jet 6 Pj622 - 2236123			\$253.76
Brothe Car Adapter Hard Wired - 1912881			\$23.15
Inv. BWF5373	01/27/2016	Park & Rec Laptop/Office STD 2016 app	
<u>Item Description</u>			<u>Total Price</u>
Hp Pro Book G3 core i5			\$744.13

Office 2016 Std				\$262.74
Inv. BWS5142	01/29/2016	Cradlepoint rugged ent,sim card		
<u>Item Description</u>				<u>Total Price</u>
Cradlepoint IBR1150PLE - 3516060				\$701.35
Verizon Sim - 3558560, 3288479, 2591462				\$5.00
Check 100743	Date Paid: 02/18/2016	Prakruti & Satyamohn Chelluri	Amount:	\$89.88
Inv. 24204280	02/16/2016	5024 Dunkirk PI N water refund		
<u>Item Description</u>				<u>Total Price</u>
Utility Refund #24204280 5024 Dunkirk PI N				\$89.88
Check 100744	Date Paid: 02/18/2016	City of Maple Grove	Amount:	\$9,186.62
Inv. 16051	01/26/2016	2015 Euthanasia&Oper billback costs		
<u>Item Description</u>				<u>Total Price</u>
PUPS 2015 Euthanasia & Operation billback costs				\$1,686.62
Inv. 16063	01/26/2016	2016 ADM PUPS Fee		
<u>Item Description</u>				<u>Total Price</u>
2016 PUPS Administration Costs				\$7,500.00
Check 100745	Date Paid: 02/18/2016	Coca Cola Refreshments USA Inc	Amount:	\$944.76
Inv. 00950597070116	02/03/2016	Jan'16 IC Concession pop resupply		
<u>Item Description</u>				<u>Total Price</u>
Items for resale in the concession stand				\$944.76
Check 100746	Date Paid: 02/18/2016	Comcast	Amount:	\$174.51
Inv. 02181030216	02/07/2016	2.16/3.15.16 PS/CC wireless		
<u>Item Description</u>				<u>Total Price</u>
Comcast service for City Hall, Public Safety, and PCC				\$48.34
Inv. 07578370216	02/07/2016	2.17/3.16.16 CC/PS wireless		
<u>Item Description</u>				<u>Total Price</u>
Comcast service for City Hall, Public Safety, and PCC				\$84.13
Inv. 07578450216	02/07/2016	2.17/3.16.16 PCC wireless		
<u>Item Description</u>				<u>Total Price</u>
Comcast service for City Hall, Public Safety, and PCC				\$42.04
Check 100747	Date Paid: 02/18/2016	Community Mediation Services	Amount:	\$4,000.00
Inv. 300	02/17/2016	2016 Mediation Social Services funding		
<u>Item Description</u>				<u>Total Price</u>
Inv #300 - 2016 Mediation Social Services Funding				\$4,000.00
Check 100748	Date Paid: 02/18/2016	Crime Stoppers of Minnesota	Amount:	\$150.00
Inv. 160210	02/16/2016	2016 Membership		
<u>Item Description</u>				<u>Total Price</u>
Membership				\$150.00
Check 100749	Date Paid: 02/18/2016	Cub Foods	Amount:	\$163.49
Inv. 160131	01/31/2016	Jan'16 Food Purchases		
<u>Item Description</u>				<u>Total Price</u>
Jan'16 Food Purchases				\$163.49
Check 100750	Date Paid: 02/18/2016	Custom Builders Inc	Amount:	\$28,820.00
Inv. 160128	01/28/2016	PRK40041 Bridal room renovation		
<u>Item Description</u>				<u>Total Price</u>
				\$28,820.00
Check 100751	Date Paid: 02/18/2016	Dalco	Amount:	\$792.84
Inv. 2987333	02/08/2016	CC 4cs TP, 10cs roll towels		
<u>Item Description</u>				<u>Total Price</u>
				\$792.84
Check 100752	Date Paid: 02/18/2016	Data 911/Hubb Systems	Amount:	\$4,807.00
Inv. SC101252	07/14/2014	Cr inv SI-100733 4.29.14 mounts returned		
<u>Item Description</u>				<u>Total Price</u>
				(\$1,652.00)
Inv. SI105083	01/29/2016	M7 System Core i7 Processor 8GB for 1 squad		

	<u>Item Description</u>			<u>Total Price</u>
	M7 System Core i7 Processor 8 GB, 128 GB SSD - M7S30126			\$6,400.00
	Shipping Estimate			\$59.00
Check	100753	Date Paid: 02/18/2016	Data Recognition Corporation	Amount: \$3,223.00
	Inv. 088710	01/29/2016	2016 Budget & CIP books 20ea	
	<u>Item Description</u>			<u>Total Price</u>
	2016 Budget & CIP Books (20 each)			\$3,223.00
Check	100754	Date Paid: 02/18/2016	Days Plumbing Service Co	Amount: \$325.00
	Inv. 3607279	12/24/2015	12.24.15 17730 25th&17410 23rd Ave plumbing	
	<u>Item Description</u>			<u>Total Price</u>
	Repairs per Glen			\$325.00
Check	100755	Date Paid: 02/18/2016	Discount Steel Inc	Amount: \$147.78
	Inv. 4057548	01/27/2016	12.04ft cold rolled steel flat bar,120" hot rolled steel flat ba	
	<u>Item Description</u>			<u>Total Price</u>
	12.04ft cold rolled steel flat bar,120" hot rolled steel flat ba			\$163.77
	Inv. 4057568	01/27/2016	Cr inv 4057548 plow racks	
	<u>Item Description</u>			<u>Total Price</u>
				(\$26.71)
	Inv. 4057570	01/27/2016	Plow racks	
	<u>Item Description</u>			<u>Total Price</u>
	Plow racks IN# 4057548, 4057570			\$10.72
Check	100756	Date Paid: 02/18/2016	Donaghue Doors Inc	Amount: \$133.50
	Inv. 85	01/26/2016	PCC sliding door repairs	
	<u>Item Description</u>			<u>Total Price</u>
	repair PCC front door			\$133.50
Check	100757	Date Paid: 02/18/2016	DPC Industries Inc	Amount: \$5,980.13
	Inv. 82700007316	01/21/2016	4,495gl Sodium Hyupo @ .6720/gl	
	<u>Item Description</u>			<u>Total Price</u>
	Chemicals for Water Treatment			\$3,020.64
	Inv. 82700010016	01/28/2016	4,404gl Sodium Hypo @ .6720gl	
	<u>Item Description</u>			<u>Total Price</u>
	Chemicals for Water Treatment			\$2,959.49
Check	100758	Date Paid: 02/18/2016	ECM Publishers Inc	Amount: \$34.50
	Inv. 300893	01/28/2016	Resolution No 2016-019 of Ordinance 2016-02	
	<u>Item Description</u>			<u>Total Price</u>
	Resolution No 2016-019 of Ordinance 2016-02			\$34.50
Check	100759	Date Paid: 02/18/2016	Electronic Communication Systems LLC/ECSI	Amount: \$3,275.00
	Inv. 22593	03/31/2015	See credit per Chris Leiseth for work not requested	
	<u>Item Description</u>			<u>Total Price</u>
				\$1,356.42
	Inv. 22593CM	03/31/2015	Credit for work not requested per Chris Leiseth	
	<u>Item Description</u>			<u>Total Price</u>
				(\$1,356.42)
	Inv. 25769	01/27/2016	PD install convert camera and mic in interrogation rm	
	<u>Item Description</u>			<u>Total Price</u>
	Camera installation camera and cables			\$2,361.00
				\$914.00
Check	100760	Date Paid: 02/18/2016	Stanley L Erlandsen	Amount: \$110.48
	Inv. 16891600	02/16/2016	2755 Holly Ln N water refund	
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #16891600 2755 Holly Ln N			\$110.48
Check	100761	Date Paid: 02/18/2016	ESS Brothers & Sons Inc	Amount: \$2,500.00
	Inv. UU9842	01/25/2016	309 x 1" Ductile Iron MH riser rings oversized	

<u>Item Description</u>			<u>Total Price</u>
309 x 1" Ductile Iron MH riser rings oversized			\$2,500.00
Check 100762	Date Paid: 02/18/2016	First Student Inc	Amount: \$1,431.00
Inv. 138C015419	01/15/2016	1.15.16 WCMS Trollhaugen ski trip	
<u>Item Description</u>			<u>Total Price</u>
Wayzata Ski/SB central bus for Jan 15 trip			\$931.00
Inv. 1398C015414	01/15/2016	1.15.16 WEMS Trollhaugen ski trip	
<u>Item Description</u>			<u>Total Price</u>
East MS Ski and SB trip Jan 15, 2016			\$500.00
Check 100763	Date Paid: 02/18/2016	Alan R Foley	Amount: \$113.78
Inv. 24153742	02/16/2016	15705 17th Ave N water refund	
<u>Item Description</u>			<u>Total Price</u>
Utility Refund #24153742 15705 17th Ave N			\$113.78
Check 100764	Date Paid: 02/18/2016	Force America/VariTech Industries	Amount: \$84.53
Inv. IN0011021433	01/27/2016	Unit 275 Salter wiring harness	
<u>Item Description</u>			<u>Total Price</u>
Salter Wiring Harness #275			\$84.53
Check 100765	Date Paid: 02/18/2016	Annette Fragale	Amount: \$80.00
Inv. 160212	02/12/2016	1.14/1.21.16 Pilates Instruction	
<u>Item Description</u>			<u>Total Price</u>
Instructor Sub - 1/14, 1/21			\$80.00
Check 100766	Date Paid: 02/18/2016	G&K Services Inc	Amount: \$309.80
Inv. 1006523039	01/29/2016	1.29.16 PW/PM Uniform rentals/laundry	
<u>Item Description</u>			<u>Total Price</u>
1.29.16 PW/PM Uniform rentals/laundry			\$309.80
Check 100767	Date Paid: 02/18/2016	Grainger	Amount: \$426.16
Inv. 9007254320	01/25/2016	Var size elbows,PVC	
<u>Item Description</u>			<u>Total Price</u>
			\$13.71
Inv. 9008575699	01/26/2016	10 Electronic ballast	
<u>Item Description</u>			<u>Total Price</u>
			\$112.30
Inv. 9009730269	01/27/2016	Linear Actuator	
<u>Item Description</u>			<u>Total Price</u>
Linear Actuator			\$300.15
Check 100768	Date Paid: 02/18/2016	Hach Company	Amount: \$328.10
Inv. 9752711	01/15/2016	Gloves,test strip,disp wiper,Phosver	
<u>Item Description</u>			<u>Total Price</u>
			\$266.75
Inv. 9754792	01/18/2016	1 DPD free bulk dispenser	
<u>Item Description</u>			<u>Total Price</u>
			\$61.35
Check 100769	Date Paid: 02/18/2016	Taylor L Hara & Michael T Barry	Amount: \$75.54
Inv. 24338910	02/16/2016	5161 Black Oaks Ct N water refund	
<u>Item Description</u>			<u>Total Price</u>
Utility Refund #24338910 5161 Black Oaks Ct N			\$75.54
Check 100770	Date Paid: 02/18/2016	Hawkins Inc	Amount: \$4,589.16
Inv. 3831881RI	01/27/2016	660gl hydrof @2.789, 586.6426gl LPC9 @ 4.685	
<u>Item Description</u>			<u>Total Price</u>
Chemicals for Water Treatment			\$4,589.16
Check 100771	Date Paid: 02/18/2016	HDS White Cap Const Supply	Amount: \$124.93
Inv. 50003880293	01/26/2016	4ea Kneeler boards, 3ea shovels	
<u>Item Description</u>			<u>Total Price</u>
Shovels and Knee boards			\$124.93

Check 100772	Date Paid: 02/18/2016	Hennepin County Treasurer	Amount:	\$185.15
Inv. 1000069707	01/31/2016	Jan'16 2.56ton Parks rubbish hauling		
<u>Item Description</u>			<u>Total Price</u>	
Invoice #: 1000069707 - January Solid Waste			\$185.15	
Check 100773	Date Paid: 02/18/2016	Hennepin County Treasurer	Amount:	\$4,151.23
Inv. 1000069950	02/05/2016	Jan'16 PD Radio/MDCs admin fee		
<u>Item Description</u>			<u>Total Price</u>	
Monthly MDC Charges for Jan 2016 #69950			\$4,151.23	
Check 100774	Date Paid: 02/18/2016	Hennepin County Treasurer	Amount:	\$48,980.13
Inv. 1000069501	12/31/2015	Jul-Dec'15 Signal Cabinet/video syst Vicksburg/Old Rckfrd signal		
<u>Item Description</u>			<u>Total Price</u>	
			\$48,980.13	
Check 100775	Date Paid: 02/18/2016	Hydro Klean LLC	Amount:	\$1,110.30
Inv. 54108	01/28/2016	Televise 54" CMP along Luce Line Trail @ Hwy 55		
<u>Item Description</u>			<u>Total Price</u>	
Televise 54" CMP along Luce Line Trail @ Hwy 55			\$1,110.30	
Check 100776	Date Paid: 02/18/2016	Instrumental Research Inc	Amount:	\$640.00
Inv. 9895	02/03/2016	Jan'16 water testing		
<u>Item Description</u>			<u>Total Price</u>	
MDH Water Samples			\$640.00	
Check 100777	Date Paid: 02/18/2016	Interfaith Outreach&Comm.Ptnrs	Amount:	\$28,642.00
Inv. 301	02/17/2016	2016 IOCP Plymouth Residents Social Services		
<u>Item Description</u>			<u>Total Price</u>	
Inv #301 - 2016 IOCP Plymouth Residents Social Services Funding			\$19,052.00	
Inv. 302	02/17/2016	2016 CONECT Social Services		
<u>Item Description</u>			<u>Total Price</u>	
Inv #302 - 2016 CONECT Social Services Funding			\$9,590.00	
Check 100778	Date Paid: 02/18/2016	International Code Council/ICC	Amount:	\$13.50
Inv. 1000660187	02/11/2016	1 Code check: Bldg a safe house 7th		
<u>Item Description</u>			<u>Total Price</u>	
Invoice #1000660187 - Joe Ryan - Code Check: Bldg a Safe House			\$13.50	
Check 100779	Date Paid: 02/18/2016	J Jenson Enterprises	Amount:	\$400.00
Inv. 5572	02/01/2016	Jan'16 Snow plowing		
<u>Item Description</u>			<u>Total Price</u>	
Snow plowing service Jan 2016 IN# 5572			\$400.00	
Check 100780	Date Paid: 02/18/2016	Deborah Johnson-Schee	Amount:	\$758.40
Inv. 96	02/13/2016	1.19/2.13.16 Theater Workshops		
<u>Item Description</u>			<u>Total Price</u>	
Theater Workshops			\$758.40	
Check 100781	Date Paid: 02/18/2016	JR's Advanced Recyclers	Amount:	\$60.00
Inv. 88464	01/26/2016	1 Battery backup recycled		
<u>Item Description</u>			<u>Total Price</u>	
Liebert Battery Recycling			\$60.00	
Check 100782	Date Paid: 02/18/2016	K Hovnanian Homes	Amount:	\$38.41
Inv. 24350804	02/16/2016	5565 Weston Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24350804 5565 Weston Ln N			\$38.41	
Check 100783	Date Paid: 02/18/2016	Keepsr Inc	Amount:	\$2,315.00
Inv. 296392	01/28/2016	Brett Erickson Ballistic vest		
<u>Item Description</u>			<u>Total Price</u>	
Ballistic Vest-Erickson			\$1,157.50	

Inv. 296394	01/28/2016	Whitney Dorn Ballistic vest			
<u>Item Description</u>				<u>Total Price</u>	
Ballistic Vest-Dorn				\$1,157.50	
Check 100784	Date Paid: 02/18/2016	Michael Lesage	Amount:	\$476.53	
Inv. 24308953	02/16/2016	2940 Xanthus Ln N water refund			
<u>Item Description</u>				<u>Total Price</u>	
Utility Refund #24308953 2940 Xanthus Ln N				\$476.53	
Check 100785	Date Paid: 02/18/2016	Steven Leuer	Amount:	\$34,811.00	
Inv. 20614	02/09/2016	2.3/2.4.16 377Hrs Snow plowing			
<u>Item Description</u>				<u>Total Price</u>	
Snow plowing service Feb 3&4, 2016 IN#20614				\$34,811.00	
Check 100786	Date Paid: 02/18/2016	Adam Lockeroth	Amount:	\$23.89	
Inv. 24254667	02/16/2016	10725 15th Ave N water refund			
<u>Item Description</u>				<u>Total Price</u>	
Utility Refund #24254667 10725 15th Ave N				\$23.89	
Check 100787	Date Paid: 02/18/2016	Loretto Auto Recondition	Amount:	\$1,056.60	
Inv. 41721	01/28/2016	Claim 2016.01 Unit 905 accident			
<u>Item Description</u>				<u>Total Price</u>	
Squad 905, rear bumper repair, COP Auto 2016-01				\$1,056.60	
Check 100788	Date Paid: 02/18/2016	Nathan W Lukecart	Amount:	\$115.52	
Inv. 24136523	02/16/2016	16825 39th Ave N water refund			
<u>Item Description</u>				<u>Total Price</u>	
Utility Refund #24136523 16825 39th Ave N				\$115.52	
Check 100789	Date Paid: 02/18/2016	Lyle Signs Inc	Amount:	\$3,310.04	
Inv. 000158537	01/28/2016	250 var size alum blanks			
<u>Item Description</u>				<u>Total Price</u>	
Alum Blanks IN# 000158537				\$3,310.04	
Check 100790	Date Paid: 02/18/2016	Dipti & Videh Mahajan	Amount:	\$89.70	
Inv. 24334655	02/16/2016	15665 60th Ave N water refund			
<u>Item Description</u>				<u>Total Price</u>	
Utility Refund #24334655 15665 60th Ave N				\$89.70	
Check 100791	Date Paid: 02/18/2016	Mansfield Oil Company	Amount:	\$13,417.75	
Inv. 172736	02/10/2016	2508gl Unleaded fuel			
<u>Item Description</u>				<u>Total Price</u>	
Unleaded Gasoline and Diesel fuel for 2016				\$4,711.81	
Inv. 172737	02/10/2016	2800gl Diesel fuel			
<u>Item Description</u>				<u>Total Price</u>	
Unleaded Gasoline and Diesel fuel for 2016				\$4,826.65	
Inv. 172742	02/10/2016	1200gl Diesel fuel			
<u>Item Description</u>				<u>Total Price</u>	
Unleaded Gasoline and Diesel fuel for 2016				\$2,068.68	
Inv. 174349	02/10/2016	452gl Diesel fuel			
<u>Item Description</u>				<u>Total Price</u>	
Unleaded Gasoline and Diesel fuel for 2016				\$593.56	
Inv. 174358	02/10/2016	1062gl Diesel fuel			
<u>Item Description</u>				<u>Total Price</u>	
Unleaded Gasoline and Diesel fuel for 2016				\$1,217.05	
Check 100792	Date Paid: 02/18/2016	Pamela K Marxen	Amount:	\$61.06	
Inv. 24297103	02/16/2016	15323 60th Ave N water refund			
<u>Item Description</u>				<u>Total Price</u>	
Utility Refund #24297103 15323 60th Ave N				\$61.06	
Check 100793	Date Paid: 02/18/2016	MES Inc	Amount:	\$90.85	
Inv. 00710317SNV	01/27/2016	Repair & sharpen 16" chain			
<u>Item Description</u>				<u>Total Price</u>	
Repair & sharpen 16" chain				\$90.85	

Check 100794	Date Paid: 02/18/2016	Metro Water Conditioning Inc.	Amount:	\$802.12
Inv. 87762	01/25/2016	PCC 13 80# solar salt		
<u>Item Description</u>				<u>Total Price</u>
				\$142.87
Inv. 87905	01/25/2016	CC 63 bags 40# ComPac Pellets		
<u>Item Description</u>				<u>Total Price</u>
				\$405.75
Inv. 87918	01/27/2016	25ea Power Thaw Ice Melt		
<u>Item Description</u>				<u>Total Price</u>
25ea Power Thaw Ice Melt				\$253.50
Check 100795	Date Paid: 02/18/2016	Midwest Blinds	Amount:	\$14,775.00
Inv. 31637	01/27/2016	Motorized shades for Medicine Lake room		
<u>Item Description</u>				<u>Total Price</u>
Motorized shades for the Medicine Lake Room				\$7,387.50
motorized shades/Medicine Lake Room				\$7,387.50
Check 100796	Date Paid: 02/18/2016	Minnesota Pipe & Equipment	Amount:	\$764.75
Inv. 0350908	01/26/2016	2ea 12lb Manhole lid extractor		
<u>Item Description</u>				<u>Total Price</u>
2x12lb Manhole lid extractors				\$556.03
Inv. 0351036	01/26/2016	12ea 4" PVC x cast iron shear guards		
<u>Item Description</u>				<u>Total Price</u>
(12) 4" PVC x Cast Iron Shear Guards				\$208.72
Check 100797	Date Paid: 02/18/2016	Minnesota Pollution Control Agency/MPCA	Amount:	\$23.00
Inv. 160209	02/16/2016	Joel Dahl certification renewal		
<u>Item Description</u>				<u>Total Price</u>
Certification Renewal-Joel Dahl				\$23.00
Check 100798	Date Paid: 02/18/2016	Minuteman Press	Amount:	\$291.00
Inv. 19513	01/15/2016	1,000 Door hangers-meters		
<u>Item Description</u>				<u>Total Price</u>
Door Hangers-Meters				\$127.00
Inv. 19711	02/10/2016	2,000ea Ben Scharenbroich&Steve Nuebel busin cards		
<u>Item Description</u>				<u>Total Price</u>
				\$82.00
Inv. 19734	02/12/2016	1,000 ea Mike Payne,Stan Scofield business cards		
<u>Item Description</u>				<u>Total Price</u>
				\$82.00
Check 100799	Date Paid: 02/18/2016	Missions Inc	Amount:	\$31,700.00
Inv. 303	02/17/2016	2016 Social Services		
<u>Item Description</u>				<u>Total Price</u>
Inv #303 -2016 Social Services Funding				\$31,700.00
Check 100800	Date Paid: 02/18/2016	Modern Heating and Air Conditioning Inc	Amount:	\$45.40
Inv. 201513297	02/16/2016	505 State Hwy 169 ME Permit refund		
<u>Item Description</u>				<u>Total Price</u>
Refund ME Permit #201513297 - 505 State Hwy 169				\$45.00
Refund ME Permit #201513297 (Surcharge) - 505 State Hwy 169				\$0.40
Check 100801	Date Paid: 02/18/2016	National Fire Protection Assoc/NFPA	Amount:	\$175.00
Inv. 6633655X	02/16/2016	2016 Stan Scofield membership		
<u>Item Description</u>				<u>Total Price</u>
Renew Membership ID # 155923 Notice #6633655X Stan Scofield				\$175.00
Check 100802	Date Paid: 02/18/2016	National Recreation & Park Assoc	Amount:	\$425.00
Inv. 1167616	02/16/2016	2016 Membership		
<u>Item Description</u>				<u>Total Price</u>
2016 Annual Membership				\$425.00

Check 100803	Date Paid: 02/18/2016	Noonan Lawn Care LLC	Amount:	\$385.00
Inv. FEB1038	02/01/2016	Feb'16 Snow plowing		
<u>Item Description</u>				<u>Total Price</u>
Snow plowing service Feb 2016 IN# FEB1038				\$385.00
Check 100804	Date Paid: 02/18/2016	Northern Sanitary/Norsan	Amount:	\$238.18
Inv. 178971	02/03/2016	PCC cleaner,sanitizer,disinfectant		
<u>Item Description</u>				<u>Total Price</u>
				\$238.18
Check 100805	Date Paid: 02/18/2016	Office Depot	Amount:	\$1,149.65
Inv. 816127409002	01/28/2016	Calulator battery		
<u>Item Description</u>				<u>Total Price</u>
Calulator battery				\$1.16
Inv. 817064209001	01/29/2016	6pk DVD-R		
<u>Item Description</u>				<u>Total Price</u>
6pk DVD-R				\$113.94
Inv. 818312861001	01/26/2016	3ea binders rtn; cr to inv 817946592001		
<u>Item Description</u>				<u>Total Price</u>
3ea binders rtn; cr to inv 817946592001				(\$21.69)
Inv. 820104821001	01/26/2016	1bx hanging folders, blue, black & red pen refills		
<u>Item Description</u>				<u>Total Price</u>
1bx hanging folders, blue, black & red pen refills				\$50.27
Inv. 820202556001	01/26/2016	Binders,Voice mail log book,post-it notes,pens		
<u>Item Description</u>				<u>Total Price</u>
Binders,Voice mail log book,post-it notes,pens				\$63.64
Inv. 820255640001	01/26/2016	1pk calculator print rolls,1pk snap-hook key tags,tape,clips,bin		
<u>Item Description</u>				<u>Total Price</u>
1pk calculator print rolls,1pk snap-hook key tags,tape,clips,bin				\$51.19
Inv. 820264530001	01/26/2016	Stapler, 4ea USB flash drive, post-it notes, 1dz writing pads		
<u>Item Description</u>				<u>Total Price</u>
Stapler, 4ea USB flash drive, post-it notes, 1dz writing pads				\$59.96
Inv. 820264709001	01/28/2016	Mini stapler		
<u>Item Description</u>				<u>Total Price</u>
Mini stapler				\$4.49
Inv. 820436143001	01/28/2016	2ea External portable hard drive		
<u>Item Description</u>				<u>Total Price</u>
2ea External portable hard drive				\$279.98
Inv. 820436257001	01/26/2016	1cs Mailing tubes		
<u>Item Description</u>				<u>Total Price</u>
1cs Mailing tubes				\$65.99
Inv. 820436258001	01/27/2016	1pk Fine point black pens		
<u>Item Description</u>				<u>Total Price</u>
1pk Fine point black pens				\$24.63
Inv. 820555407001	01/28/2016	2pk fine point markers		
<u>Item Description</u>				<u>Total Price</u>
2pk fine point markers				\$15.90
Inv. 82055553001	01/27/2016	Red-onwhite tape,post-it notes,post-it flags		
<u>Item Description</u>				<u>Total Price</u>
Red-onwhite tape,post-it notes,post-it flags				\$47.32
Inv. 820692833001	01/30/2016	Pre-inked stamp		
<u>Item Description</u>				<u>Total Price</u>
Pre-inked stamp				\$19.99
Inv. 820692938001	01/28/2016	2pk DVD-R,3pk CD-R,3dz writing pads,cd/dvd labels,staples,sheet		
<u>Item Description</u>				<u>Total Price</u>
2pk DVD-R,3pk CD-R,3dz writing pads,cd/dvd labels,staples,sheet				\$231.46
Inv. 820692939001	01/28/2016	8pk Self-sealing bubble mailers		

	<u>Item Description</u>			<u>Total Price</u>
	8pk Self-sealing bubble mailers			\$47.92
Inv. 820991545001	01/29/2016	Big tab insertable dividers,calculator,wipes,1bx folders		
	<u>Item Description</u>			<u>Total Price</u>
	Big tab insertable dividers,calculator,wipes,1bx folders			\$93.50
Check 100806	Date Paid: 02/18/2016	Oil-Air Products LLC	Amount:	\$93.71
Inv. 581622001	01/25/2016	4ea Hyd hose fitting & couplings, 2ea crimp fittings		
	<u>Item Description</u>			<u>Total Price</u>
	4ea Hyd hose fitting & couplings, 2ea crimp fittings			\$93.71
Check 100807	Date Paid: 02/18/2016	On Site Sanitation	Amount:	\$445.00
Inv. 0000199148	01/29/2016	1.26.16 Elm Creek plyfld cr for rut repairs		
	<u>Item Description</u>			<u>Total Price</u>
				(\$500.00)
Inv. 0000202724	01/30/2016	1.2/1.29.16 Dog Park portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
	PT Services 7 Sites-Dog Pk, Ed Med, Shop, Pk Lk, PP, Ridg, W Med			\$50.00
Inv. 0000202725	01/30/2016	1.2/1.29.16 E Med LK portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
	PT Services 7 Sites-Dog Pk, Ed Med, Shop, Pk Lk, PP, Ridg, W Med			\$200.00
Inv. 0000202726	01/30/2016	1.2/1.29.16 PW portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
	PT Services 7 Sites-Dog Pk, Ed Med, Shop, Pk Lk, PP, Ridg, W Med			\$50.00
Inv. 0000202727	01/30/2016	1.2/1.29.16 Parkers lk beach ADA/reg portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
	PT Services 7 Sites-Dog Pk, Ed Med, Shop, Pk Lk, PP, Ridg, W Med			\$295.00
Inv. 0000202728	01/30/2016	1.2/1.29.16 Ridgemount portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
	PT Services 7 Sites-Dog Pk, Ed Med, Shop, Pk Lk, PP, Ridg, W Med			\$50.00
Inv. 0000202729	01/30/2016	1.2/1.29.16 W Med Lake ADA portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
	PT Services 7 Sites-Dog Pk, Ed Med, Shop, Pk Lk, PP, Ridg, W Med			\$200.00
Inv. 0000202730	01/30/2016	1.2/1.29.16 Party event portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
	PT Services 7 Sites-Dog Pk, Ed Med, Shop, Pk Lk, PP, Ridg, W Med			\$50.00
Inv. 0000202731	01/30/2016	1.2/1.29.16 Fire training site portable toilet		
	<u>Item Description</u>			<u>Total Price</u>
				\$50.00
Check 100808	Date Paid: 02/18/2016	OPG-3/Crabtree Companies	Amount:	\$5,653.46
Inv. 1069	12/31/2015	Laserfiche scanner		
	<u>Item Description</u>			<u>Total Price</u>
				\$1,275.84
Inv. 1101	01/25/2016	Claim 2016.01 Canon scanner		
	<u>Item Description</u>			<u>Total Price</u>
	Canon DR-G1100 Scanner, COP Prop 2016-01			\$4,377.62
Check 100809	Date Paid: 02/18/2016	Ostvig Tree, Inc.	Amount:	\$3,074.71
Inv. 25790	02/01/2016	9 tree removals/behind 2770 Zanzibar LN		
	<u>Item Description</u>			<u>Total Price</u>
	Tree Maintenance - Removal & Trimming			\$733.20

Inv. 25791	02/01/2016	1 tree removed 10970 1st Ave N		
<u>Item Description</u>			<u>Total Price</u>	
Tree Maintenance - Removal & Trimming			\$609.00	
Inv. 25797	02/05/2016	520 Queensland Ln n forced tree removal		
<u>Item Description</u>			<u>Total Price</u>	
Force Cut tree removal			\$141.26	
Inv. 25798	02/05/2016	13225 6th Ave force cut tree removal		
<u>Item Description</u>			<u>Total Price</u>	
Force Cut tree removal			\$837.50	
Inv. 25804	02/09/2016	4745 Yorktown Ln forced tree removal		
<u>Item Description</u>			<u>Total Price</u>	
Force Cut tree removal			\$753.75	
Check 100810	Date Paid: 02/18/2016	Owens Companies Inc	Amount:	\$11,843.01
Inv. 66027	01/14/2016	CWP check leaking pump		
<u>Item Description</u>			<u>Total Price</u>	
HVAC Repairs-CWP			\$2,700.20	
Inv. 66211	01/27/2016	CWP dehumidifer issues		
<u>Item Description</u>			<u>Total Price</u>	
HVAC Repairs-CWP			\$1,163.94	
Inv. 66216	01/27/2016	CWP boiler issue		
<u>Item Description</u>			<u>Total Price</u>	
HVAC Repairs-CWP			\$220.60	
Inv. 66274	01/31/2016	ZWP 3 bad temp sensors replaced		
<u>Item Description</u>			<u>Total Price</u>	
			\$529.97	
Inv. 66336	01/31/2016	CWP Prog bill 1 ducting in meter room/demo of existing fans&hood		
<u>Item Description</u>			<u>Total Price</u>	
HVAC work-Old CWP			\$6,500.00	
Inv. 66422	02/09/2016	CC check hot areas		
<u>Item Description</u>			<u>Total Price</u>	
			\$507.70	
Inv. 66424	02/09/2016	Dome check communication problem		
<u>Item Description</u>			<u>Total Price</u>	
			\$220.60	
Check 100811	Date Paid: 02/18/2016	Panorama Antennas	Amount:	\$277.03
Inv. INU156655	01/25/2016	Antenna for new squad		
<u>Item Description</u>			<u>Total Price</u>	
Low Profile MIMO Antenna - LGMMB-7-27			\$172.00	
FME(m)-SMA(m) RG174 6m Cable - C74-FP-6-SMAP			\$15.87	
CS29 Cable 5M SMA PLT to SMA Jack - C29SP-5SJ			\$41.16	
LGMM Thick Panel Adaptor Kit - LGMM-EXT-R			\$38.00	
See Quote 10116			\$0.00	
freight			\$10.00	
Check 100812	Date Paid: 02/18/2016	Performance Signs & Displays Inc	Amount:	\$13.49
Inv. 9250	02/10/2016	Sign revision/Coppa		
<u>Item Description</u>			<u>Total Price</u>	
City plaques and office signs 2016			\$13.49	
Check 100813	Date Paid: 02/18/2016	Phasor Electric Company	Amount:	\$1,339.95
Inv. 044144	01/25/2016	Replace 2 motion sensors in restrooms		
<u>Item Description</u>			<u>Total Price</u>	
Replace 2 motion sensors in restrooms			\$308.15	
Inv. 044159	01/29/2016	Claim 2016.01 CC rmv/rplc breakers in circuit panel		
<u>Item Description</u>			<u>Total Price</u>	
Invoice 044159, circuit panel, COP Prop 2016-01			\$1,031.80	
Check 100814	Date Paid: 02/18/2016	Plymouth Automotive Inc.	Amount:	\$140.00
Inv. 160130	01/30/2016	02' Merc Sable tow/storage		

<u>Item Description</u>			<u>Total Price</u>
			\$140.00
Check 100815	Date Paid: 02/18/2016	Precise MRM LLC	Amount: \$171.66
Inv. IN2001007642	01/29/2016	Dec'15 Streets pooled data	
<u>Item Description</u>			<u>Total Price</u>
			\$118.58
Inv. IN2001007644	01/29/2016	Dec'15 Parks pooled data	
<u>Item Description</u>			<u>Total Price</u>
Data			\$53.08
Check 100816	Date Paid: 02/18/2016	Printers Service Inc	Amount: \$60.00
Inv. 276497	01/24/2016	IC 3 77" Ice Knife Sharp	
<u>Item Description</u>			<u>Total Price</u>
2016 PO for Blade Sharpening Services			\$60.00
Check 100817	Date Paid: 02/18/2016	PRISM	Amount: \$14,840.00
Inv. 304	02/17/2016	216 Social Services	
<u>Item Description</u>			<u>Total Price</u>
2016 Social Services Funding			\$14,840.00
Check 100818	Date Paid: 02/18/2016	Jane A & Daniel K Quarberg	Amount: \$53.52
Inv. 16211900	02/16/2016	3420 Olive Ln N water refund	
<u>Item Description</u>			<u>Total Price</u>
Utility Refund #16211900 3420 Olive Ln N			\$53.52
Check 100819	Date Paid: 02/18/2016	Randy's Sanitation Inc	Amount: \$175.62
Inv. 112118190116	01/19/2016	Jan'16 CWP Rubbish Removal	
<u>Item Description</u>			<u>Total Price</u>
Treatment Plants			\$87.81
Inv. 112572180116	01/19/2016	Jan'16 ZWP Rubbish Removal	
<u>Item Description</u>			<u>Total Price</u>
Treatment Plants			\$87.81
Check 100820	Date Paid: 02/18/2016	Reach For Resources Inc	Amount: \$10,000.00
Inv. 308	02/17/2016	2016 Social Services	
<u>Item Description</u>			<u>Total Price</u>
Inv #308 - 2016 Social Services Funding			\$10,000.00
Check 100821	Date Paid: 02/18/2016	Real Escape LLC	Amount: \$78.84
Inv. 24274634	02/16/2016	945 Zanzibar Ln N water refund	
<u>Item Description</u>			<u>Total Price</u>
Utility Refund #24274634 945 Zanzibar Ln N			\$78.84
Check 100822	Date Paid: 02/18/2016	Richards Tennis	Amount: \$1,946.70
Inv. 111	02/13/2016	1.3/1.24.16 Sundays indoor tennis lessons AHS	
<u>Item Description</u>			<u>Total Price</u>
Indoor Tennis Lessons - AHS			\$1,946.70
Check 100823	Date Paid: 02/18/2016	Senior Community Services	Amount: \$5,670.00
Inv. 305	02/17/2016	2016 HOME Social Services	
<u>Item Description</u>			<u>Total Price</u>
Inv #305 - 2016 HOME Social Services Funding			\$5,670.00
Check 100824	Date Paid: 02/18/2016	Senior Community Services	Amount: \$13,050.00
Inv. 306	02/17/2016	2016 Senior Outreach Social Services	
<u>Item Description</u>			<u>Total Price</u>
Inv #306 - 2016 Senior Outreach Social Services Funding			\$13,050.00
Check 100825	Date Paid: 02/18/2016	Andrea & Scott Shifflett	Amount: \$92.35
Inv. 24255640	02/16/2016	16405 13th Ave N water refund	
<u>Item Description</u>			<u>Total Price</u>
Utility Refund #24255640 16405 13th Ave N			\$92.35
Check 100826	Date Paid: 02/18/2016	Short Elliott Hendrickson Inc/SEH	Amount: \$9,775.22
Inv. 309606	01/14/2016	Dec'15 Water meter replacement	

	<u>Item Description</u> Engineering Services-Meter Project		<u>Total Price</u> \$9,775.22
Check 100827	Date Paid: 02/18/2016	Shoshin Ryu Martial Arts	Amount: \$240.00
Inv. 160210	02/10/2016	Jan-Feb'16 Youth/All ages shoshin	
	<u>Item Description</u> Sho Shin Jan session 2016		<u>Total Price</u> \$240.00
Check 100828	Date Paid: 02/18/2016	SouthWest Transit	Amount: \$15,000.00
Inv. 2139	02/09/2016	Feb'16 Contractual services	
	<u>Item Description</u> Inv #2139 - February 2016 Contract		<u>Total Price</u> \$15,000.00
Check 100829	Date Paid: 02/18/2016	Spok Inc /USA Mobility Wireless	Amount: \$132.70
Inv. Z0296261B	01/30/2016	Feb'16 UT/SW pager rentals	
	<u>Item Description</u> Paging Service-Utilities		<u>Total Price</u> \$132.70
Check 100830	Date Paid: 02/18/2016	State Industrial Products	Amount: \$233.27
Inv. 97657540	02/10/2016	2cs Fragrance Pak	
	<u>Item Description</u>		<u>Total Price</u> \$233.27
Check 100831	Date Paid: 02/18/2016	Streicher's Inc	Amount: \$193.96
Inv. I1191528	01/22/2016	Molly Lynch 2 distinguished serv medals	
	<u>Item Description</u>		<u>Total Price</u> \$129.98
Inv. I1192555	01/28/2016	Matt Palm 1 taclite pro pants	
	<u>Item Description</u>		<u>Total Price</u> \$49.99
Inv. I1192664	01/28/2016	Whitney Dorn New Officer uniform purchase	
	<u>Item Description</u>		<u>Total Price</u> \$13.99
Check 100832	Date Paid: 02/18/2016	Heather Sund & Mark L Segner	Amount: \$350.15
Inv. 24315315	02/16/2016	18920 37th Ave N water refund	
	<u>Item Description</u> Utility Refund #24315315 18920 37th Ave N		<u>Total Price</u> \$350.15
Check 100833	Date Paid: 02/18/2016	Taho Sportswear Inc	Amount: \$410.96
Inv. 16TF0068	01/25/2016	88ea Youth basketball t-shirts	
	<u>Item Description</u> 88ea Youth basketball t-shirts		<u>Total Price</u> \$410.96
Check 100834	Date Paid: 02/18/2016	TCF Bank	Amount: \$12.17
Inv. 24351926	02/16/2016	3650 Xenium Ln N water refund	
	<u>Item Description</u> Utility Refund #24351926 3650 Xenium Ln N		<u>Total Price</u> \$12.17
Check 100835	Date Paid: 02/18/2016	Teens Alone	Amount: \$1,800.00
Inv. 307	02/17/2016	2016 Counseling for Teens in Crisis Social Services	
	<u>Item Description</u> Inv #307 - 2016 Counseling for Teens in Crisis Social Services		<u>Total Price</u> \$1,800.00
Check 100836	Date Paid: 02/18/2016	Terminal Supply Company	Amount: \$7,337.61
Inv. 8188500	01/22/2016	Med duty smart alarm,connectors,cable ties,fuse,etc	
	<u>Item Description</u>		<u>Total Price</u> \$556.36
Inv. 8407700	01/29/2016	625ea stainless steel bolts	
	<u>Item Description</u> Stainless Steel Bolts		<u>Total Price</u> \$6,781.25
Check 100837	Date Paid: 02/18/2016	Brian P Thull & Jeffrey & Patricia E Thull	Amount: \$341.49
Inv. 24247991	02/16/2016	910 Windemere Cur N water refund	

	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24247991 910 Windemere Cur N			\$341.49
Check 100838	Date Paid: 02/18/2016	Titan Machinery Inc	Amount:	\$3,460.00
	Inv. 10893650004 01/20/2016	1/15/16-2/12/16 Loader rental		
	<u>Item Description</u>			<u>Total Price</u>
	Loader Rental			\$3,460.00
Check 100839	Date Paid: 02/18/2016	Toll Company	Amount:	\$3.05
	Inv. 10119230 01/27/2016	Knob		
	<u>Item Description</u>			<u>Total Price</u>
				\$3.05
Check 100840	Date Paid: 02/18/2016	Traffic Control Corporation	Amount:	\$361.92
	Inv. 88956 01/25/2016	Signal caps for the FYA retrofit project		
	<u>Item Description</u>			<u>Total Price</u>
				\$361.92
Check 100841	Date Paid: 02/18/2016	Brenda & Travis Vest	Amount:	\$63.82
	Inv. 24306120 02/16/2016	6170 Fernbrook Ln N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24306120 6170 Fernbrook Ln N			\$63.82
Check 100842	Date Paid: 02/18/2016	Arthur E & Sarah E Wachutka	Amount:	\$78.96
	Inv. 20799700 02/16/2016	1289 Black Oaks Ct N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #20799700 1289 Black Oaks Ct N			\$78.96
Check 100843	Date Paid: 02/18/2016	Walser Chrysler Jeep	Amount:	\$191.79
	Inv. 117638 01/26/2016	Program new key #4003		
	<u>Item Description</u>			<u>Total Price</u>
	Program new key #4003			\$191.79
Check 100844	Date Paid: 02/18/2016	The Watson Company	Amount:	\$519.57
	Inv. 860519 01/28/2016	IC Concession food resupply		
	<u>Item Description</u>			<u>Total Price</u>
	Items for resale in concessions			\$519.57
Check 100845	Date Paid: 02/18/2016	Wayzata Public Schools/ISD 284	Amount:	\$170.80
	Inv. 1516915 01/31/2016	Jan'16 Facility rental		
	<u>Item Description</u>			<u>Total Price</u>
	Building Rental Fee- for Jan 2016 gymnastics			\$170.80
Check 100846	Date Paid: 02/18/2016	Wayzata Public Schools/ISD 284	Amount:	\$25,000.00
	Inv. 0000000005 02/10/2016	PRK40033 Kimberly Lane plygrnd rplcmnt		
	<u>Item Description</u>			<u>Total Price</u>
	Playground Replacement -Kimberly Lane Elem			\$25,000.00
Check 100847	Date Paid: 02/18/2016	Weld and Sons Plumbing Inc	Amount:	\$295.00
	Inv. 13063109 01/21/2016	PCC womensrestroom		
	<u>Item Description</u>			<u>Total Price</u>
	PCC repairs - bathroom, mop sink			\$295.00
Check 100848	Date Paid: 02/18/2016	West Bay Homes	Amount:	\$48.57
	Inv. 24339443 02/16/2016	5280 Shenandoah Ln N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24339443 5280 Shenandoah Ln N			\$48.57
Check 100849	Date Paid: 02/18/2016	Jeffrey & Amy Winkler	Amount:	\$78.15
	Inv. 19315700 02/16/2016	1845 Dunkirk Ln N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #19315700 1845 Dunkirk Ln N			\$78.15
Check 100850	Date Paid: 02/18/2016	Wright-Henn Elec. Co.	Amount:	\$11,430.03
	Inv. 160131 01/31/2016	Jan'16 Residential Street Lights,Parks,LS,Shelter		
	<u>Item Description</u>			<u>Total Price</u>

Check 100851	Date Paid: 02/18/2016	WSB & Associates	Amount:	\$813.75
Inv. 017092406	01/22/2016	Dec'15 Waterfront LS upgrades		
<u>Item Description</u>			<u>Total Price</u>	
Engineering Services-Waterfront LS			\$397.50	
Inv. 017092501	01/22/2016	Dec'15 Wells 3 & 8 Rehab		
<u>Item Description</u>			<u>Total Price</u>	
Engineering Services-Well 3 and Well 8			\$416.25	
Check 100852	Date Paid: 02/18/2016	Xcel Energy	Amount:	\$1,568.81
Inv. 51472281601215	01/26/2016	12.15/1.20.16 2 Water Towers		
<u>Item Description</u>			<u>Total Price</u>	
			\$53.88	
Inv. 51618204530116	01/26/2016	1.1/1.19.16 Traffic Signals		
<u>Item Description</u>			<u>Total Price</u>	
			\$1,034.28	
Inv.	01/26/2016	12.12/12.31.15 Traffic signals		
<u>Item Description</u>			<u>Total Price</u>	
			\$480.65	
Check 100853	Date Paid: 02/18/2016	Zarnoth Brush Works Inc	Amount:	\$680.00
Inv. 0158352IN	01/28/2016	2 toro broom refills		
<u>Item Description</u>			<u>Total Price</u>	
Poly Wafer Set (toro brooms)			\$680.00	
Check 100854	Date Paid: 02/18/2016	William Abel	Amount:	\$20.52
Inv. 160201	02/01/2016	Reimb 38 Mileage to meeting		
<u>Item Description</u>			<u>Total Price</u>	
			\$20.52	
Check 100855	Date Paid: 02/18/2016	Matt Anderson	Amount:	\$34.33
Inv. 160209	02/09/2016	GV Tailoring/patches for FS2 Gear		
<u>Item Description</u>			<u>Total Price</u>	
			\$34.33	
Check 100856	Date Paid: 02/18/2016	MLEEA	Amount:	\$5,190.00
Inv. 160421	02/16/2016	4.21/4.24.16 Explorer state conference		
<u>Item Description</u>			<u>Total Price</u>	
2016 Rochester Explorer State Conference			\$5,190.00	
Check 100857	Date Paid: 02/25/2016	Aromolaran, Theresa	Amount:	\$7.00
Inv. Import - 3263	02/23/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$7.00	
Check 100858	Date Paid: 02/25/2016	Bomsta, Ruth	Amount:	\$42.00
Inv. Import - 3267	02/23/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$42.00	
Check 100859	Date Paid: 02/25/2016	Debelak, Josh	Amount:	\$42.00
Inv. Import - 3266	02/23/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$42.00	
Check 100860	Date Paid: 02/25/2016	Engstrom, Holly	Amount:	\$40.00
Inv. Import - 3269	02/23/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$40.00	
Check 100861	Date Paid: 02/25/2016	Holterhaus, Jill	Amount:	\$35.00
Inv. Import - 3271	02/23/2016	Park and Rec Refund		
<u>Item Description</u>			<u>Total Price</u>	
			\$35.00	

Check 100862	Date Paid: 02/25/2016	Lee, Aleta	Amount:	\$40.00
Inv. Import - 3273	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$40.00
Check 100863	Date Paid: 02/25/2016	Marx, Jennifer	Amount:	\$73.00
Inv. Import - 3262	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$73.00
Check 100864	Date Paid: 02/25/2016	Moon, Sarah	Amount:	\$35.00
Inv. Import - 3272	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$35.00
Check 100865	Date Paid: 02/25/2016	Olson, Maren	Amount:	\$25.00
Inv. Import - 3265	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$25.00
Check 100866	Date Paid: 02/25/2016	Ram, Daya	Amount:	\$35.00
Inv. Import - 3270	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$35.00
Check 100867	Date Paid: 02/25/2016	Severud, MayAnn	Amount:	\$63.00
Inv. Import - 3264	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$63.00
Check 100868	Date Paid: 02/25/2016	Shaik, Basha	Amount:	\$35.00
Inv. Import - 3261	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$35.00
Check 100869	Date Paid: 02/25/2016	Timothy, Darci	Amount:	\$35.00
Inv. Import - 3260	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$35.00
Check 100870	Date Paid: 02/25/2016	Varecka, Suzan	Amount:	\$35.00
Inv. Import - 3268	02/23/2016	Park and Rec Refund		
<u>Item Description</u>				<u>Total Price</u>
				\$35.00
Check 100871	Date Paid: 02/25/2016	Able Hose & Rubber LLC	Amount:	\$745.61
Inv. 1872362	02/05/2016	Cam & groove parts		
<u>Item Description</u>				<u>Total Price</u>
Cam & Groove parts				\$745.61
Check 100872	Date Paid: 02/25/2016	ABM Equipment & Supply LLC	Amount:	\$159.95
Inv. 0146418IN	02/05/2016	MV Wiper arm assembly		
<u>Item Description</u>				<u>Total Price</u>
MV Wiper Arm Assembly				\$159.95
Check 100873	Date Paid: 02/25/2016	Ace Lock & Safe Co Inc	Amount:	\$2,259.00
Inv. A95400	02/05/2016	Oakwood park door repairs		
<u>Item Description</u>				<u>Total Price</u>
Door repairs Parkers Lake Oakwood				\$2,259.00
Check 100874	Date Paid: 02/25/2016	Allina Health	Amount:	\$430.50
Inv. 700076560216	02/03/2016	12.31.15 Erickson physical		
<u>Item Description</u>				<u>Total Price</u>
Statement 291746798 December Preemployment Physical				\$168.50
Inv. 700076560216A	02/03/2016	1.13.16 Buske return to work		

<u>Item Description</u> Invoice 246018 12/31/2015 Backgrounds			<u>Total Price</u> \$262.00
Check 100875	Date Paid: 02/25/2016	American Engineering Testing	Amount: \$4,537.20
Inv. 90606	01/31/2016	Proj15011 Park Place sediment testing	
<u>Item Description</u> 15011 Park Place Sediment Testing			<u>Total Price</u> \$4,537.20
Check 100876	Date Paid: 02/25/2016	Andy's Lawncare	Amount: \$409.00
Inv. 24697	02/01/2016	Feb'16 Snow plowing	
<u>Item Description</u> Snow plowing service Jan 2016 IN# 24697			<u>Total Price</u> \$409.00
Check 100877	Date Paid: 02/25/2016	Associated Financial Group	Amount: \$3,390.00
Inv. 101660	01/20/2016	2016 Firefighters insurance 50%	
<u>Item Description</u> 50% of firefighters insurance policy			<u>Total Price</u> \$3,390.00
Check 100878	Date Paid: 02/25/2016	Badger Meter Inc	Amount: \$22,800.00
Inv. 1072573	12/23/2015	80 1" Model 70 meters for repair	
<u>Item Description</u> Meters for repair Meters for Repair-1 inch Model 70			<u>Total Price</u> \$6,368.00 \$16,432.00
Check 100879	Date Paid: 02/25/2016	Batteries Plus	Amount: \$419.97
Inv. 02110234701	02/01/2016	3ea 12V Lead	
<u>Item Description</u> 3ea 12V Lead			<u>Total Price</u> \$419.97
Check 100880	Date Paid: 02/25/2016	CDW Government Inc	Amount: \$1,654.70
Inv. B XK0671	02/02/2016	4 Powertech PT 60	
<u>Item Description</u>			<u>Total Price</u> \$690.08
Inv. BXR6717	02/03/2016	APC Replacement battery cartridge	
<u>Item Description</u> APC Replacement battery cartridge			<u>Total Price</u> \$366.72
Inv. BXR8222	02/03/2016	1 Barcode scanner usb	
<u>Item Description</u>			<u>Total Price</u> \$335.16
Inv. BZH3788	02/05/2016	MS SLD+ Office STD 2016 APP	
<u>Item Description</u> MS SLD+ Office STD 2016 APP			<u>Total Price</u> \$262.74
Check 100881	Date Paid: 02/25/2016	Cellebrite Inc	Amount: \$3,290.00
Inv. INVUS167009	02/04/2016	1.25/4.1.16 training	
<u>Item Description</u> Training - Cellebrite			<u>Total Price</u> \$3,290.00
Check 100882	Date Paid: 02/25/2016	Central Power Distributors Inc	Amount: \$86.27
Inv. 173671	02/03/2016	Small Engine Parts; fuel filters, diaphragm assy & gasket, repai	
<u>Item Description</u> Small Engine Parts			<u>Total Price</u> \$86.27
Check 100883	Date Paid: 02/25/2016	Jeff L Christian	Amount: \$58.53
Inv. 24217675	02/25/2016	17410 23rd Ave N water refund	
<u>Item Description</u> Utility Refund #24217675 17410 23rd Ave N			<u>Total Price</u> \$58.53
Check 100884	Date Paid: 02/25/2016	CIGNA Group Insurance/LINA	Amount: \$7,596.02
Inv. 020116160320	02/01/2016	Feb'16 Life, LTD, AD/D premiums	
<u>Item Description</u> Feb. 2016 Life, LTD, AD/D Premiums			<u>Total Price</u> \$7,596.02
Check 100885	Date Paid: 02/25/2016	City of Maple Grove	Amount: \$214,826.47
Inv. 16049	01/21/2016	2015 SAC Charges for homes flowing thru MG	

	<u>Item Description</u>			<u>Total Price</u>
	2015 Sewer Charges-for homes flowing through MG			\$214,826.47
Check 100886	Date Paid: 02/25/2016	City of Minnetonka	Amount:	\$166.20
Inv. 160222	02/22/2016	2.20.16 Splatball teen trip		
	<u>Item Description</u>			<u>Total Price</u>
	Admission Fees - 6 participants			\$166.20
Check 100887	Date Paid: 02/25/2016	Maureen Clark	Amount:	\$100.00
Inv. 21081800	02/22/2016	610 Kingsview Ln N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #21081800 610 Kingsview Ln N			\$100.00
Check 100888	Date Paid: 02/25/2016	Comcast	Amount:	\$281.21
Inv. 02536960316	02/13/2016	2.22/3.21.16 IC wireless		
	<u>Item Description</u>			<u>Total Price</u>
				\$50.44
Inv. 06832230216	02/08/2016	2.18/3.17.16 CMCL wireless		
	<u>Item Description</u>			<u>Total Price</u>
				\$129.85
Inv. 07140770316	02/16/2016	2.26/3.25.16 ZWP wireless		
	<u>Item Description</u>			<u>Total Price</u>
				\$100.92
Check 100889	Date Paid: 02/25/2016	Compass Minerals/North American Salt	Amount:	\$28,476.75
Inv. 71447430	02/01/2016	82.31 ton Bulk road salt		
	<u>Item Description</u>			<u>Total Price</u>
	Road Salt IN# 71447431,48132,49506,50196,51066,5168752435			\$6,034.97
Inv. 71448132	02/02/2016	222.59 ton Bulk road salt		
	<u>Item Description</u>			<u>Total Price</u>
	Road Salt IN# 71447431,48132,49506,50196,51066,5168752435			\$16,320.29
Inv. 71449506	02/04/2016	55.39 ton Bulk road salt		
	<u>Item Description</u>			<u>Total Price</u>
	Road Salt IN# 71447431,48132,49506,50196,51066,5168752435			\$4,061.20
Inv. 71450196	02/05/2016	28.10 ton Bulk road salt		
	<u>Item Description</u>			<u>Total Price</u>
	Road Salt IN# 71447431,48132,49506,50196,51066,5168752435			\$2,060.29
Check 100890	Date Paid: 02/25/2016	Computer Explorers/Thomsen Systems Inc	Amount:	\$1,440.00
Inv. 2198	02/17/2026	2.11.16 Minecraft game designer		
	<u>Item Description</u>			<u>Total Price</u>
	Recreation Program Provison - Minecraft Feb 2016			\$1,440.00
Check 100891	Date Paid: 02/25/2016	Data Recognition Corporation	Amount:	\$5,709.68
Inv. 088722	01/29/2016	Jan'16 UB Postage/processing		
	<u>Item Description</u>			<u>Total Price</u>
	Printing, Mailing, Postage and Management of Jan Utility Bills			\$5,709.68
Check 100892	Date Paid: 02/25/2016	Days Plumbing Service Co	Amount:	\$150.00
Inv. 3607300	02/02/2016	17220 24th Ave/plumbing work		
	<u>Item Description</u>			<u>Total Price</u>
	Plumbing work per Glen			\$150.00
Check 100893	Date Paid: 02/25/2016	Dexon Computer Inc	Amount:	\$1,687.00
Inv. 83932	02/03/2016	Claim 2016.01 phone rplcmt		
	<u>Item Description</u>			<u>Total Price</u>
	Cisco IP Phone 7961G-GE VoIP phone, COP Prop 2016-01			\$277.00
Inv. 83933	02/03/2016	6 IP PHones		
	<u>Item Description</u>			<u>Total Price</u>
	Cisco IP Phone 7941G -GE			\$615.00
	Cisco IP Phone 7961G-GE			\$795.00
Check 100894	Date Paid: 02/25/2016	DTS/Document Technology	Amount:	\$41.08
Inv. INV120363	02/22/2016	1.22/2.21.16 copy overage		

	<u>Item Description</u>			<u>Total Price</u>
	1.22/2.21.16 copy overage			\$41.08
Check 100895	Date Paid: 02/25/2016	Dundee Nursery&Landscaping Co.	Amount:	\$97.08
Inv. 10697223	02/02/2016	12 bales of straw/Parks		
	<u>Item Description</u>			<u>Total Price</u>
				\$97.08
Check 100896	Date Paid: 02/25/2016	ECM Publishers Inc	Amount:	\$983.75
Inv. 302316	01/31/2016	Fire & Ice Ad		
	<u>Item Description</u>			<u>Total Price</u>
	Fire & Ice Ad			\$288.00
Inv. 303945	02/04/2016	Bids-2016 Street Sweeping; Proj 16013		
	<u>Item Description</u>			<u>Total Price</u>
	Bids-2016 Street Sweeping; Proj 16013			\$80.50
Inv. 303946	02/04/2016	2016 Summary budget Publication 1		
	<u>Item Description</u>			<u>Total Price</u>
	2016 Summary Budget Publication (2 pages)			\$161.00
Inv. 303947	02/04/2016	2016 Summary Budget publication 2		
	<u>Item Description</u>			<u>Total Price</u>
	2016 Summary Budget Publication (2 pages)			\$207.00
Inv. 303948	02/04/2016	PHN-18035 Cty Rd 47; File 2015113		
	<u>Item Description</u>			<u>Total Price</u>
	PHN-18035 Cty Rd 47; File 2015113			\$74.75
Inv. 303949	02/04/2016	PHN-Dunkirk Gateway; File 2015114		
	<u>Item Description</u>			<u>Total Price</u>
	PHN-Dunkirk Gateway; File 2015114			\$103.50
Inv. 303950	02/04/2016	PHN-Berkshire Ln N; File 2016002		
	<u>Item Description</u>			<u>Total Price</u>
	PHN-Berkshire Ln N; File 2016002			\$69.00
Check 100897	Date Paid: 02/25/2016	Emergency Response Solutions	Amount:	\$4,191.60
Inv. 5750	02/10/2016	SCBA parts; shoulder strap, hose, belt, washer, o-ring		
	<u>Item Description</u>			<u>Total Price</u>
	SCBA repair parts			\$4,191.60
Check 100898	Date Paid: 02/25/2016	eQuality Pathways to Potential	Amount:	\$330.00
Inv. 1601PLY	01/31/2016	Jan'16 PCC Janitorial		
	<u>Item Description</u>			<u>Total Price</u>
	janitorial services for PCC/Fieldhouse			\$330.00
Check 100899	Date Paid: 02/25/2016	Express Press Inc	Amount:	\$453.15
Inv. 24697	02/19/2016	22,100 Primavera & Home Expo inserts		
	<u>Item Description</u>			<u>Total Price</u>
	Plymouth Home Expo Insert			\$226.57
	Primavera Insert			\$226.58
Check 100900	Date Paid: 02/25/2016	Federal Home Loan Mtg Corp	Amount:	\$54.96
Inv. 24328687	02/25/2016	18515 23rd Ave N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24328687 18515 23rd Ave N			\$54.96
Check 100901	Date Paid: 02/25/2016	Fidelity Building Services LLC	Amount:	\$8,260.00
Inv. 201246	02/10/2016	Feb'16 Janitorial		
	<u>Item Description</u>			<u>Total Price</u>
	Cleaning City Buildings 2016			\$8,010.00
Inv. 201247	02/10/2016	Feb'16 PD Sunday Janitorial		
	<u>Item Description</u>			<u>Total Price</u>
	Sunday cleaning at Public Safety 2016			\$250.00
Check 100902	Date Paid: 02/25/2016	Shari T & Gerald J Filas	Amount:	\$110.73
Inv. 11603100	02/25/2016	4820 Harbor Ln N water refund		
	<u>Item Description</u>			<u>Total Price</u>

Check 100903	Date Paid: 02/25/2016	First Transit Inc	Amount:	\$265,685.07
Inv. 11183495	01/31/2016	Jan'16 DAR Transit services		
<u>Item Description</u>				<u>Total Price</u>
Inv# 11183495 - January Transit Services				\$265,685.07
Check 100904	Date Paid: 02/25/2016	FMS Investment Corp	Amount:	\$413.16
Inv. 2016-00000035	02/19/2016	WAGE GARN % - Education Garnishment %		
<u>Item Description</u>				<u>Total Price</u>
02/19/2016 Deduction Education Garnishment %				\$413.16
Check 100905	Date Paid: 02/25/2016	Dave Fore	Amount:	\$508.00
Inv. 160213	02/13/2016	16935 13th Ave N reimb sewer blockage		
<u>Item Description</u>				<u>Total Price</u>
Reimbursement for out of pocket expenses from sewer blockage				\$508.00
Check 100906	Date Paid: 02/25/2016	G&K Services Inc	Amount:	\$307.60
Inv. 1006534502	02/05/2016	2.5.16 PW/PM Uniform rentals/laundry		
<u>Item Description</u>				<u>Total Price</u>
2.5.16 PW/PM Uniform rentals/laundry				\$307.60
Check 100907	Date Paid: 02/25/2016	Gartner Refrigeration & Mfg	Amount:	\$2,304.08
Inv. 50329	02/04/2016	Repair brine valves - Rink C		
<u>Item Description</u>				<u>Total Price</u>
Repair Brine Valves Rink C				\$2,304.08
Check 100908	Date Paid: 02/25/2016	Gopher State One-Call, Inc.	Amount:	\$635.10
Inv. 6010653	01/31/2016	Jan'16 438 UT/SW locates		
<u>Item Description</u>				<u>Total Price</u>
Open for Locates-2016				\$635.10
Check 100909	Date Paid: 02/25/2016	Grafix Shoppe	Amount:	\$60.00
Inv. 105591	02/01/2016	2 8" non reflective Stealth Version		
<u>Item Description</u>				<u>Total Price</u>
				\$60.00
Check 100910	Date Paid: 02/25/2016	Grainger	Amount:	\$880.40
Inv. 9004137130	01/21/2016	30ea Traffice wand		
<u>Item Description</u>				<u>Total Price</u>
30ea Traffice wand				\$269.70
Inv. 9007352587	01/25/2016	12ea 24x24x2 pleated filter		
<u>Item Description</u>				<u>Total Price</u>
12ea 24x24x2 pleated filter				\$35.04
Inv. 9013267522	02/01/2016	Pk of 25 cushioned clamps		
<u>Item Description</u>				<u>Total Price</u>
Pk of 25 cushioned clamps				\$27.26
Inv. 9013584744	02/01/2016	Mens XL pull on Overshoes		
<u>Item Description</u>				<u>Total Price</u>
Mens XL pull on Overshoes				\$22.36
Inv. 9015444558	02/03/2016	O-ring		
<u>Item Description</u>				<u>Total Price</u>
O-ring				\$19.58
Inv. 9016723349	02/04/2016	Sump pump & float switch for Central Water Plant		
<u>Item Description</u>				<u>Total Price</u>
Sump pump & float switch for Central Water Plant				\$322.25
Inv. 9016903073	02/04/2016	Polycarbonate digital caliper		
<u>Item Description</u>				<u>Total Price</u>
Polycarbonate digital caliper				\$33.75
Inv. 9016903081	02/04/2016	Heavy duety bungee straps		
<u>Item Description</u>				<u>Total Price</u>
				\$45.48
Inv. 9017884934	02/05/2016	1 O ring		
<u>Item Description</u>				<u>Total Price</u>

Inv. 9017884942	02/05/2016	1 O ring		\$39.06
<u>Item Description</u>			<u>Total Price</u>	\$15.88
Inv. 9018598376	02/05/2016	2 Hydrometer		
<u>Item Description</u>			<u>Total Price</u>	\$50.04
Check 100911	Date Paid: 02/25/2016	Graybar Electric Company	Amount:	\$143.23
Inv. 983378308	02/03/2016	12 Streamlight		
<u>Item Description</u>			<u>Total Price</u>	\$143.23
Check 100912	Date Paid: 02/25/2016	GroundsCare Inc.	Amount:	\$4,675.00
Inv. 5747	02/02/2016	Feb'16 Snow plowing		
<u>Item Description</u>			<u>Total Price</u>	\$4,675.00
Snowplowing service Feb 2016 IN# 5747				
Check 100913	Date Paid: 02/25/2016	Susan M Halpern	Amount:	\$43.32
Inv. 24284608	02/25/2016	10635 48th Ave N water refund		
<u>Item Description</u>			<u>Total Price</u>	\$43.32
Utility Refund #24284608 10635 48th Ave N				
Check 100914	Date Paid: 02/25/2016	Hammer Residences Inc	Amount:	\$20,000.00
Inv. 160204	02/04/2016	CDBG affordable housing rehb assistance		
<u>Item Description</u>			<u>Total Price</u>	\$20,000.00
CDBG affordable housing rehabilitation assistance				
Check 100915	Date Paid: 02/25/2016	Hanson Builders Inc	Amount:	\$82.80
Inv. 24339359	02/25/2016	5640 Comstock Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	\$82.80
Utility Refund #24339359 5640 Comstock Ln N				
Check 100916	Date Paid: 02/25/2016	Sarah & Joseph Held	Amount:	\$18.80
Inv. 10055401	02/25/2016	5545 Orleans Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	\$18.80
Utility Refund #10055401 5545 Orleans Ln N #2				
Check 100917	Date Paid: 02/25/2016	Hennepin County Treasurer	Amount:	\$50.00
Inv. 1000069588	02/01/2016	Jan'16 Technical support		
<u>Item Description</u>			<u>Total Price</u>	\$50.00
Estimated Monthly Support 2016				
Check 100918	Date Paid: 02/25/2016	Hennepin County Treasurer	Amount:	\$891.84
Inv. 1000069995	02/05/2016	Jan'16 PW Radio admin fee		
<u>Item Description</u>			<u>Total Price</u>	\$891.84
Radio Administration Fee				
Check 100919	Date Paid: 02/25/2016	Hennepin County Treasurer	Amount:	\$1,740.07
Inv. 1000069949	02/05/2016	Jan'16 Fire Radio/MDCs admin fee		
<u>Item Description</u>			<u>Total Price</u>	\$1,600.02
Radio Fees				\$140.05
Radio Fees-RAD				
Check 100920	Date Paid: 02/25/2016	I & S Group Inc/I+S Group	Amount:	\$10,552.00
Inv. 34088	01/31/2016	1.31.16 Zachary parking lot expansion		
<u>Item Description</u>			<u>Total Price</u>	\$10,552.00
Zachary Parking Lot Expansion - consultant				
Check 100921	Date Paid: 02/25/2016	International Institute of Municipal Clerks/IIMC	Amount:	\$290.00
Inv. 7868	02/22/2016	2016 Engdahl Membership/Barker Assoc member		
<u>Item Description</u>			<u>Total Price</u>	\$195.00
2016 Annual Membership Fee - Full member - S. Engdahl				\$95.00
2016 Annual Membership Fee - Associate member - M. Barker				
Check 100922	Date Paid: 02/25/2016	Lana Isaacson & Thomas Bogaert	Amount:	\$72.28

Inv. 16782401	02/25/2016	16611 26th Ave N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #16782401 16611 26th Ave N			\$72.28	
Check 100923	Date Paid: 02/25/2016	ISC/Industrial Supply Co Inc/Bearing&Power	Amount:	\$114.44
Inv. 1394493	02/03/2016	Roller chain, connecting link, loctite threadlocker		
<u>Item Description</u>			<u>Total Price</u>	
Roller chain, connecting link, loctite threadlocker			\$114.44	
Check 100924	Date Paid: 02/25/2016	Dean R Jacobsen	Amount:	\$16.75
Inv. 21141301	02/25/2016	1206 Harbor Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #21141301 1206 Harbor Ln N			\$16.75	
Check 100925	Date Paid: 02/25/2016	Kidd Plumbing Inc	Amount:	\$474.00
Inv. 10291	02/15/2016	Replace draft motor on RTU #3		
<u>Item Description</u>			<u>Total Price</u>	
Draft Inducer Motor RTU #3			\$474.00	
Check 100926	Date Paid: 02/25/2016	Killmer Electric Company Inc	Amount:	\$245.00
Inv. 8198424127	01/25/2016	36&Vicksburg/trblsht FGIs for Xmas lights		
<u>Item Description</u>			<u>Total Price</u>	
			\$245.00	
Check 100927	Date Paid: 02/25/2016	Klein Underground LLC	Amount:	\$3,658.15
Inv. 71254	08/28/2015	Steeple Chase blacktop repairs EMO		
<u>Item Description</u>			<u>Total Price</u>	
Steeple Chase Blacktop repairs EMO			\$2,824.75	
Inv. 71418	09/21/2015	45th & Juneau lane blacktop repairs		
<u>Item Description</u>			<u>Total Price</u>	
45th & Juno 71418 Blacktop			\$695.90	
Inv. 71449	09/23/2015	2220 Queensland blackdirt and seed		
<u>Item Description</u>			<u>Total Price</u>	
2220 Queensland Blackdirtand seed 71449			\$137.50	
Check 100928	Date Paid: 02/25/2016	Martine & Daniel Kline	Amount:	\$39.75
Inv. 24349598	02/25/2016	14505 Gleason Lk Dr water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24349598 14505 Gleason Lake Dr			\$39.75	
Check 100929	Date Paid: 02/25/2016	Shyvonne Kodlowski	Amount:	\$115.00
Inv. 160127	01/27/2016	3325 Garland rehab furnace repair		
<u>Item Description</u>			<u>Total Price</u>	
Reibursement for Furnace repair 3325 Garland			\$115.00	
Check 100930	Date Paid: 02/25/2016	KorTerra Inc	Amount:	\$4,144.00
Inv. 16262	02/01/2016	1/15/.16-1/14/17 System services		
<u>Item Description</u>			<u>Total Price</u>	
System services for year			\$4,144.00	
Check 100931	Date Paid: 02/25/2016	Kriss Premium Products Inc	Amount:	\$428.00
Inv. 143819	02/02/2016	Feb'16 IC Chemical trtmnt Evap/Condensers		
<u>Item Description</u>			<u>Total Price</u>	
2016 P.O. (Chemical Treatment for Evap/Condensers)			\$428.00	
Check 100932	Date Paid: 02/25/2016	Kussmaul Electronics	Amount:	\$387.30
Inv. 0000069968	02/04/2016	Repair standby charger		
<u>Item Description</u>			<u>Total Price</u>	
Repair Standby Charger			\$387.30	
Check 100933	Date Paid: 02/25/2016	Larson Companies/Peterbilt	Amount:	\$102.21
Inv. F260340028	02/03/2016	Various filters & spin-on-lube		
<u>Item Description</u>			<u>Total Price</u>	
Various filters & spin-on-lube			\$102.21	
Check 100934	Date Paid: 02/25/2016	League of MN Cities Ins Trust	Amount:	\$4,241.69

Inv. LMCCA12026	02/04/2016	Claim 2015.42 Haspert auto liab		
<u>Item Description</u>			<u>Total Price</u>	
CA12026, Haspert auto liab., COP Auto 2015-42			\$4,241.69	
Check 100935	Date Paid: 02/25/2016	Leap Manufacturing LLC	Amount:	\$980.00
Inv. 505	02/17/2016	101 blacktop repair		
<u>Item Description</u>			<u>Total Price</u>	
101 blacktop repair # 505			\$980.00	
Check 100936	Date Paid: 02/25/2016	Little Falls Machine Inc.	Amount:	\$600.67
Inv. 00057738	02/03/2016	Unit 280 wing cylinder		
<u>Item Description</u>			<u>Total Price</u>	
Wing Cylinder #280			\$600.67	
Check 100937	Date Paid: 02/25/2016	Karen Lomsdal	Amount:	\$200.00
Inv. 160208	02/22/2016	5655 Juneau Ln mailbox reimbursement		
<u>Item Description</u>			<u>Total Price</u>	
Mailbox reimbursement for snow plow damage			\$200.00	
Check 100938	Date Paid: 02/25/2016	Loretto Auto Recondition	Amount:	\$756.69
Inv. 41751	02/03/2016	Claim 2016.02 Unit 1713 accident		
<u>Item Description</u>			<u>Total Price</u>	
Squad 1713 rear bumper, COP Auto 2016-02			\$756.69	
Check 100939	Date Paid: 02/25/2016	Betty Lunn Trust	Amount:	\$24.46
Inv. 24273622	02/25/2016	4037 Quantico Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24273622 4037 Quantico Ln N			\$24.46	
Check 100940	Date Paid: 02/25/2016	Sara Lynch	Amount:	\$17.69
Inv. 160206	02/16/2016	2.6.16 3320 Pilgrim Ln mailbox reimbursement		
<u>Item Description</u>			<u>Total Price</u>	
Mailbox reimbursement due to snowplow damage			\$17.69	
Check 100941	Date Paid: 02/25/2016	Lyndale Plant Services	Amount:	\$162.50
Inv. 44160	02/01/2016	Feb'16 Plant lease/care		
<u>Item Description</u>			<u>Total Price</u>	
Plant leasing at City Hall 2016			\$162.50	
Check 100942	Date Paid: 02/25/2016	Rachel & Thomas G Madden	Amount:	\$33.26
Inv. 24279642	02/25/2016	5465 Orchid Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24279642 5465 Orchid Ln N			\$33.26	
Check 100943	Date Paid: 02/25/2016	Maple Crest Landscape	Amount:	\$200.00
Inv. 43399	02/05/2016	2.2.16 Snow plowing		
<u>Item Description</u>			<u>Total Price</u>	
Snow plowing service Feb 3 & 4 IN# 43399			\$200.00	
Check 100944	Date Paid: 02/25/2016	Medicine Lake Tours	Amount:	\$1,078.00
Inv. 160217	02/17/2016	3.4.16 Texas Tenors trip payment		
<u>Item Description</u>			<u>Total Price</u>	
3/4/16 trip payment - Texas Tenors trip			\$1,078.00	
Check 100945	Date Paid: 02/25/2016	MES Inc	Amount:	\$960.00
Inv. IN1000203	02/03/2016	30ea Carbon shield fire fighting hood		
<u>Item Description</u>			<u>Total Price</u>	
Fire Hoods			\$960.00	
Check 100946	Date Paid: 02/25/2016	Metro Products Inc	Amount:	\$140.48
Inv. 114730	02/02/2016	Flap disc, drill bits, hex nuts, flatwasher, scraper, lynch pin		
<u>Item Description</u>			<u>Total Price</u>	
Flap disc, drill bits, hex nuts, flatwasher, scraper, lynch pin			\$140.48	
Check 100947	Date Paid: 02/25/2016	Metropolitan Council	Amount:	\$498,950.20
Inv. 0001051851	02/02/2016	Mar'16 Wastewater service		

	<u>Item Description</u>			<u>Total Price</u>
	Sewer charges-2016			\$439,856.90
Inv. 160131	01/31/2016	Jan'16 Sewer Availability Charge/SAC		
	<u>Item Description</u>			<u>Total Price</u>
	Jan'16 Sewer Availability Charge/SAC			\$59,093.30
Check 100948	Date Paid: 02/25/2016	Minnesota Elevator Inc	Amount:	\$151.69
Inv. 651624	02/01/2016	Jan-Feb'16 ZWP Elev service		
	<u>Item Description</u>			<u>Total Price</u>
	Service Contract for ZWP			\$151.69
Check 100949	Date Paid: 02/25/2016	Minnesota Equipment/MN Equipment	Amount:	\$599.00
Inv. E01596	02/03/2016	Snow blower		
	<u>Item Description</u>			<u>Total Price</u>
	Snow blower			\$599.00
Check 100950	Date Paid: 02/25/2016	Minnesota GFOA	Amount:	\$240.00
Inv. 05889	02/25/2016	2016 Weitgenant Membership		
	<u>Item Description</u>			<u>Total Price</u>
	Inv# 05889 - Membership Renewal - Patricia Weitgenant			\$60.00
Inv. 05890	02/25/2016	2016 Julie McMackins Membership		
	<u>Item Description</u>			<u>Total Price</u>
	Inv# 05890 - Membership Renewal - Julie McMackins			\$60.00
Inv. 06034	02/25/2016	2016 Samantha Lee Membership		
	<u>Item Description</u>			<u>Total Price</u>
	Inv# 06034 Membership Renewal - Samantha Lee			\$60.00
Inv. 06039	02/25/2016	2016 Bursheim Membership		
	<u>Item Description</u>			<u>Total Price</u>
	Inv# 06039 - Membership Renewal - Jodi Bursheim			\$60.00
Check 100951	Date Paid: 02/25/2016	Minnesota Native Landscapes	Amount:	\$483,617.21
Inv. 151202	12/02/2015	Proj14006 #1 Elm Creek stream restoration		
	<u>Item Description</u>			<u>Total Price</u>
	Elm Creek Stream Restoration			\$139,603.45
Inv. 160205	02/05/2016	Proj14006 #2		
	<u>Item Description</u>			<u>Total Price</u>
	Elm Creek Stream Restoration			\$344,013.76
Check 100952	Date Paid: 02/25/2016	Minnesota Pollution Control Agency/MPCA	Amount:	\$240.00
Inv. 160427	02/22/2016	4.27.16 Casey,Tom,Jake,Wes sewer school		
	<u>Item Description</u>			<u>Total Price</u>
	Sewer School-Casey,Tom,Jake and Wes			\$240.00
Check 100953	Date Paid: 02/25/2016	Minuteman Press	Amount:	\$263.00
Inv. 19105	11/17/2015	1,000 Anderson business cards		
	<u>Item Description</u>			<u>Total Price</u>
				\$41.00
Inv. 19117	11/19/2015	1,000 Business cards/Breen		
	<u>Item Description</u>			<u>Total Price</u>
				\$41.00
Inv. 19683	02/05/2016	1,500 Water shut off door hangers		
	<u>Item Description</u>			<u>Total Price</u>
	Doorhangers-Water shut off			\$181.00
Check 100954	Date Paid: 02/25/2016	Katherine & Thomas H Mitchell	Amount:	\$77.89
Inv. 24204390	02/25/2016	4320 Niagara Ln N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24204390 4320 Niagara Ln N			\$77.89
Check 100955	Date Paid: 02/25/2016	Motorola Solutions Inc	Amount:	\$4,744.75
Inv. 13098492	02/04/2016	Unit 1048 additional radio buildup		
	<u>Item Description</u>			<u>Total Price</u>
	Radio for squad 1048 additional build			\$4,744.75

Check 100956	Date Paid: 02/25/2016	Nagell Appraisal & Consulting Inc	Amount:	\$400.00
Inv. 23222	12/09/2015	3035 Weston Ln N land appraisal		
<u>Item Description</u>				<u>Total Price</u>
Land Appraisal 3035 Weston Lane N				\$400.00
Check 100957	Date Paid: 02/25/2016	Niccum Docks	Amount:	\$26,265.47
Inv. 8072	02/09/2016	50% Three Ponds boardwalk		
<u>Item Description</u>				<u>Total Price</u>
Three Ponds Boardwalk				\$7,500.00
Three Ponds Boardwalk				\$15,000.00
Three Ponds Boardwalk				\$3,765.47
Check 100958	Date Paid: 02/25/2016	NIH Homes LLC	Amount:	\$90.68
Inv. 24339375	02/25/2016	5860 Zanzibar Ln N water refund		
<u>Item Description</u>				<u>Total Price</u>
Utility Refund #24339375 5860 Zanzibar Ln N				\$90.68
Check 100959	Date Paid: 02/25/2016	Carolyn Odman	Amount:	\$10.14
Inv. 21138500	02/25/2016	14320 13th Ave N water refund		
<u>Item Description</u>				<u>Total Price</u>
Utility Refund #21138500 14320 13th Ave N				\$10.14
Check 100960	Date Paid: 02/25/2016	Oertel Architects	Amount:	\$40,043.20
Inv. 7	02/03/2016	Proj15020 #7 PW Maint facility expansion		
<u>Item Description</u>				<u>Total Price</u>
Public Works Maintenance Facility Expansion - Project No. 15020				\$40,043.20
Check 100961	Date Paid: 02/25/2016	Office Depot	Amount:	\$736.34
Inv. 817635674001	01/13/2016	8ea Bankers box		
<u>Item Description</u>				<u>Total Price</u>
8ea Bankers box				\$72.22
Inv. 820264530002	02/03/2016	1pk legal pads		
<u>Item Description</u>				<u>Total Price</u>
1pk legal pads				\$5.59
Inv. 821731977001	02/02/2016	2pk Prepunched binding covers,35pk index tabs		
<u>Item Description</u>				<u>Total Price</u>
2pk Prepunched binding covers,35pk index tabs				\$370.53
Inv. 822298907001	02/04/2016	Double hook,12pk memo books,6 1" binders, sheet protectors		
<u>Item Description</u>				<u>Total Price</u>
Double hook,12pk memo books,6 1" binders, sheet protectors				\$187.19
Inv. 822441159001	02/05/2016	Twin-pocket portfolios,POS paper rolls,USB,dry erase markers		
<u>Item Description</u>				<u>Total Price</u>
Twin-pocket portfolios,POS paper rolls,USB,dry erase markers				\$100.81
Check 100962	Date Paid: 02/25/2016	On Site Sanitation	Amount:	\$125.00
Inv. 0000206497	02/05/2016	2.5/2.8.16 Fire & Ice portable toilet		
<u>Item Description</u>				<u>Total Price</u>
ADA Compliant Rental - Fire and Ice				\$125.00
Check 100963	Date Paid: 02/25/2016	On Time LandCare LLC	Amount:	\$364.00
Inv. 02360	02/05/2016	Mar'16 Snow plowing		
<u>Item Description</u>				<u>Total Price</u>
Snow plowing service for March IN# 02360				\$364.00
Check 100964	Date Paid: 02/25/2016	Ostvig Tree, Inc.	Amount:	\$2,228.50
Inv. 25821	02/12/2016	1845 Archer Ln pick up pile		
<u>Item Description</u>				<u>Total Price</u>
Tree Maintenance - Removal & Trimming				\$100.00
Inv. 25822	02/12/2016	4035 Orleans Ln/4225 Nathan Ln		
<u>Item Description</u>				<u>Total Price</u>
Tree Maintenance - Removal & Trimming				\$2,128.50

Check 100965	Date Paid: 02/25/2016	Owens Companies Inc	Amount:	\$500.40
Inv. 66480	02/16/2016	WTP2; boiler #2 repair		
<u>Item Description</u>			<u>Total Price</u>	
WTP2; boiler #2 repair			\$220.60	
Inv. 66488	02/16/2016	WTP #2 air handler repair		
<u>Item Description</u>			<u>Total Price</u>	
WTP #2 air handler repair			\$279.80	
Check 100966	Date Paid: 02/25/2016	Richard C & Barbara Palmiter	Amount:	\$16.65
Inv. 24126944	02/25/2016	13872 52nd Ave N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24126944 13872 52nd Ave N			\$16.65	
Check 100967	Date Paid: 02/25/2016	Jong Park	Amount:	\$18.78
Inv. 24232511	02/25/2016	15526 60th Ave N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24232511 15526 60th Ave N			\$18.78	
Check 100968	Date Paid: 02/25/2016	Patchin Messner Appraisals Inc	Amount:	\$9,950.00
Inv. 21358U21	02/08/2016	Peony Ln Baer prop easement acquisition		
<u>Item Description</u>			<u>Total Price</u>	
Peony Lane Easement Acquisition - Baer Appraisal, Parcel 21			\$9,950.00	
Check 100969	Date Paid: 02/25/2016	PowerPlan/RDO/Vermeer	Amount:	\$5,112.75
Inv. E03850	02/10/2016	Unit 2036 replacement trailer		
<u>Item Description</u>			<u>Total Price</u>	
Replacement Trailer Old #222 New # 2036			\$5,112.75	
Check 100970	Date Paid: 02/25/2016	Steven P Prickett	Amount:	\$72.81
Inv. 24328658	02/25/2016	1305 Dunkirk Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24328658 1305 Dunkirk Ln N			\$72.81	
Check 100971	Date Paid: 02/25/2016	Printers Service Inc	Amount:	\$20.00
Inv. 276583	01/31/2016	IC 1 77" ice knife sharp		
<u>Item Description</u>			<u>Total Price</u>	
2016 PO for Blade Sharpening Services			\$20.00	
Check 100972	Date Paid: 02/25/2016	PRISM	Amount:	\$1,148.00
Inv. 4	02/22/2016	Jan'16 salaries/rental assistance CDBG		
<u>Item Description</u>			<u>Total Price</u>	
Services per CDBG social service contract			\$1,148.00	
Check 100973	Date Paid: 02/25/2016	Proscape Maintenance Inc	Amount:	\$300.00
Inv. 2746	02/01/2016	Jan'16 Snow plowing		
<u>Item Description</u>			<u>Total Price</u>	
Snow plowing service for Jan 2016 IN# 2746			\$300.00	
Check 100974	Date Paid: 02/25/2016	Providence Academy	Amount:	\$65,400.00
Inv. 140501B	02/22/2016	R201401823 5.1.14 reduce FinGuar SIPA		
<u>Item Description</u>			<u>Total Price</u>	
Reduction #3-Fin Guar-SIPA-Athletic Facility-Providence-2013024			\$65,400.00	
Check 100975	Date Paid: 02/25/2016	Pulte Homes of Minnesota LLC	Amount:	\$138.47
Inv. 24350325	02/25/2016	16730 56th PI N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24350325 16730 56th PI N			\$35.64	
Inv. 24350338	02/25/2016	16720 56th PI N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24350338 16720 56th PI N			\$38.05	
Inv. 24350419	02/25/2016	16815 56th PI N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24350419 16815 56th PI N			\$35.64	
Inv. 24354936	02/25/2016	17935 56th Ave N water refund		

	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24354936 17935 56th Ave N			\$29.14
Check 100976	Date Paid: 02/25/2016	Pyrotechnic Display Inc	Amount:	\$5,000.00
Inv. 10826	02/06/2016	2.6.16 Fire & Ice Fireworks		
	<u>Item Description</u>			<u>Total Price</u>
	Fireworks for Fire & Ice 2016			\$5,000.00
Check 100977	Date Paid: 02/25/2016	Questica Inc	Amount:	\$1,757.50
Inv. 206858	01/31/2016	CIP report development		
	<u>Item Description</u>			<u>Total Price</u>
	Inv# 206858 - CIP Report Development			\$1,757.50
Check 100978	Date Paid: 02/25/2016	Real Time Translations Inc/RTT	Amount:	\$30.00
Inv. 108370	02/16/2016	2.1/2.15.16 minutes used		
	<u>Item Description</u>			<u>Total Price</u>
	Minutes used February 1-15			\$30.00
Check 100979	Date Paid: 02/25/2016	Republic Services #894	Amount:	\$1,059.19
Inv. 0894004004130	01/31/2016	Jan'16 Parks 20yd rolloff		
	<u>Item Description</u>			<u>Total Price</u>
	Invoice #: 0894-004004130 - January 2016 Solid Waste			\$1,059.19
Check 100980	Date Paid: 02/25/2016	Mikayla M & Lucas M Rettig	Amount:	\$22.30
Inv. 24285623	02/25/2016	18235 CR 24 water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24285623 18235 Co Rd 24			\$22.30
Check 100981	Date Paid: 02/25/2016	Robarge Enterprises Inc	Amount:	\$1,790.00
Inv. 10777	02/04/2016	Reapirs at 59th & Magnolia, KirkwoodLn & Kirkwood Circle		
	<u>Item Description</u>			<u>Total Price</u>
	Reapirs at 59th & Magnolia, KirkwoodLn & Kirkwood Circle			\$1,790.00
Check 100982	Date Paid: 02/25/2016	Room to Breathe	Amount:	\$800.80
Inv. 160226	02/26/2015	1.6/2.26.16 Yoga Easy		
	<u>Item Description</u>			<u>Total Price</u>
	Yoga Easy Instruction - Jan-Feb 2016			\$800.80
Check 100983	Date Paid: 02/25/2016	Roto-Rooter	Amount:	\$309.00
Inv. 04818914681	02/19/2016	2905 NW Blvd sewer backup		
	<u>Item Description</u>			<u>Total Price</u>
	Sewer Back up in city owned line			\$309.00
Check 100984	Date Paid: 02/25/2016	Ruffridge - Johnson Equip	Amount:	\$400.00
Inv. S008	02/18/2016	3.31.16 8 Registr "Paviling, milling,Compaction"		
	<u>Item Description</u>			<u>Total Price</u>
				\$400.00
Check 100985	Date Paid: 02/25/2016	Safelite AutoGlass	Amount:	\$212.54
Inv. 05155173354	02/03/2016	Unit 5013 windshield repair		
	<u>Item Description</u>			<u>Total Price</u>
				\$39.95
Inv. 05155173355	02/03/2016	Unit 253 Solar glass repair		
	<u>Item Description</u>			<u>Total Price</u>
				\$172.59
Check 100986	Date Paid: 02/25/2016	Sarah A Schrom	Amount:	\$43.05
Inv. 24226336	02/25/2016	17220 9th Ave N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #24226336 17220 9th Ave N			\$43.05
Check 100987	Date Paid: 02/25/2016	Sylvia R Sheeran	Amount:	\$50.00
Inv. 21553600	02/22/2016	12965 12th Ave N water refund		
	<u>Item Description</u>			<u>Total Price</u>
	Utility Refund #21553600 12965 12th Ave N			\$50.00

Check 100988	Date Paid: 02/25/2016	Silent Knight Sec Sys Of MN In	Amount:	\$5,160.00
Inv. 00092051	02/01/2016	3/1/16-2/28/17 HS,PCC,CC,PS,IC,Fire Stns		
<u>Item Description</u>			<u>Total Price</u>	
Annual alarm monitoring of City Buildings 2016				\$2,800.00
Annual PO for Fire and Security Monitoring				\$1,260.00
				\$1,100.00
Check 100989	Date Paid: 02/25/2016	Snap-On Industrial	Amount:	\$329.37
Inv. ARV28092471	02/05/2016	3/8 cordless impact		
<u>Item Description</u>			<u>Total Price</u>	
3/8 Cordless Impact				\$329.37
Check 100990	Date Paid: 02/25/2016	Norman R Soderstrom	Amount:	\$103.28
Inv. 24153865	02/25/2016	1785 Black Oaks Ln N water refund		
<u>Item Description</u>			<u>Total Price</u>	
Utility Refund #24153865 1785 Black Oaks Ln N				\$103.28
Check 100991	Date Paid: 02/25/2016	Sports Unlimited	Amount:	\$2,068.00
Inv. 160219	02/19/2016	Feb'16 PM Flag Football,Sampler		
<u>Item Description</u>			<u>Total Price</u>	
February Afterschool Programs				\$2,068.00
Check 100992	Date Paid: 02/25/2016	SRF Consulting Group, Inc.	Amount:	\$22,328.23
Inv. 08801016	01/31/2016	Proj15008 Jan'16 Yellow flashing arrow		
<u>Item Description</u>			<u>Total Price</u>	
				\$402.68
Inv. 09011004	01/31/2016	1.31.16 NW Greenway Trailhead revisions		
<u>Item Description</u>			<u>Total Price</u>	
NWG Trailhead Design				\$5,717.50
Inv. 09055003	01/31/2016	PRK40070 Jan'16 Aspen Hollow		
<u>Item Description</u>			<u>Total Price</u>	
ASpen Hollow Park Design -Master Plan				\$2,912.25
Inv. 09067002	01/31/2016	1.31.16 NW Greenway Trail PHase II		
<u>Item Description</u>			<u>Total Price</u>	
NWG - Vicksburg to Dog Park Design & Mgmt				\$12,112.34
Inv. 09094002	01/31/2016	1.31.16 NW Greenway Trail addl trail elements		
<u>Item Description</u>			<u>Total Price</u>	
NWG - Enclosure Design				\$1,183.46
Check 100993	Date Paid: 02/25/2016	St Paul Linoleum & Carpet Co	Amount:	\$905.00
Inv. 0074034	02/05/2016	Claim 2016.01 admin area water damage		
<u>Item Description</u>			<u>Total Price</u>	
Job 025253, admin area carpet replacement, COP Prop 2016-01				\$905.00
Check 100994	Date Paid: 02/25/2016	State Industrial Products	Amount:	\$184.23
Inv. 97664114	02/15/2016	1cs air freshners,1cs hand cleaner		
<u>Item Description</u>			<u>Total Price</u>	
				\$184.23
Check 100995	Date Paid: 02/25/2016	Wesley Stockwell	Amount:	\$19.00
Inv. 160202	02/02/2016	2.2.16 reimb for class A CDL		
<u>Item Description</u>			<u>Total Price</u>	
				\$19.00
Check 100996	Date Paid: 02/25/2016	Superior Brookdale Ford	Amount:	\$1,561.70
Inv. 122441	02/02/2016	2 bulbs		
<u>Item Description</u>			<u>Total Price</u>	
2 bulbs				\$10.60
Inv. 505285	02/04/2016	New steering rack & four wheel alignment		
<u>Item Description</u>			<u>Total Price</u>	
Replace Steering Rack #1035				\$812.15
Steering Rack Install #1035				\$738.95
Check 100997	Date Paid: 02/25/2016	Taylor Electric Company LLC	Amount:	\$18,034.35

Inv. 862	01/31/2016	ZWP retrofit upper lvl hallway fixtures		
<u>Item Description</u>			<u>Total Price</u>	
Repair-Replace Interior lighting-ZWP			\$3,783.26	
Inv. 863	01/31/2016	ZWP repair/rplc outdoor lighting		
<u>Item Description</u>			<u>Total Price</u>	
Repair-Replace outdoor lighting-ZWP			\$7,685.39	
Inv. 864	01/31/2016	ZWP change out to LED		
<u>Item Description</u>			<u>Total Price</u>	
Interior-Exterior Lighting-ZWP			\$6,565.70	
Check 100998	Date Paid: 02/25/2016	TimeSaver Off Site Secretarial	Amount:	\$169.50
Inv. M21930	02/12/2016	1.26.16 City Council meeting		
<u>Item Description</u>			<u>Total Price</u>	
			\$169.50	
Check 100999	Date Paid: 02/25/2016	Titan Machinery Inc	Amount:	\$196.00
Inv. 7266817GP	02/05/2016	Blank plate for skid steer		
<u>Item Description</u>			<u>Total Price</u>	
Blank plate for skid steer			\$196.00	
Check 101000	Date Paid: 02/25/2016	TNC Industries Inc	Amount:	\$1,986.00
Inv. 33946	01/13/2016	PlymoVent for E-11		
<u>Item Description</u>			<u>Total Price</u>	
PlymoVent for E-11			\$1,986.00	
Check 101001	Date Paid: 02/25/2016	Total Control Systems Inc	Amount:	\$23,842.50
Inv. 7506	12/30/2015	ZWP SCADA main computer upgrades		
<u>Item Description</u>			<u>Total Price</u>	
Open PO for SCADA system maintenance and upgrades			\$11,921.25	
Inv. 7507	12/30/2015	CWP SCADA main computer upgrades		
<u>Item Description</u>			<u>Total Price</u>	
Open PO for SCADA system upgrades and maintenance			\$1,606.21	
Open PO for SCADA system maintenance and upgrades			\$10,315.04	
Check 101002	Date Paid: 02/25/2016	TransAlarm Inc	Amount:	\$1,360.57
Inv. RMR057443	02/01/2016	Feb-Apr'16 FS2 Fire/Sprnkrlr monitoring		
<u>Item Description</u>			<u>Total Price</u>	
			\$246.75	
Inv. RMR057467	02/01/2016	Feb-Apr'16 FS1 Fire/Sprnkrlr monitoring		
<u>Item Description</u>			<u>Total Price</u>	
			\$246.75	
Inv. RMR057498	02/01/2016	Feb-Apr'16 CWP Sprnkrlr/fire monitoring		
<u>Item Description</u>			<u>Total Price</u>	
			\$297.53	
Inv. RMR057605	02/01/2016	Feb-Apr'16 FS3 Fire/Sprnkrlr monitoring		
<u>Item Description</u>			<u>Total Price</u>	
			\$246.75	
Inv. RMR057647	02/01/2016	Feb-Apr'16 ZWP Sprnkrlr/fire monitoring		
<u>Item Description</u>			<u>Total Price</u>	
			\$322.79	
Check 101003	Date Paid: 02/25/2016	Tyler Technologies Inc	Amount:	\$4,950.00
Inv. 047748	01/31/2016	1.15.16 Mass meter changeout/InfraMap integration into NW		
<u>Item Description</u>			<u>Total Price</u>	
Inv# 047748 - InfraMap Intergration into New World			\$4,950.00	
Check 101004	Date Paid: 02/25/2016	Ultimate Events Inc	Amount:	\$187.92
Inv. 54688	02/04/2016	Pipe and drape		
<u>Item Description</u>			<u>Total Price</u>	
Pipe and Drape			\$187.92	
Check 101005	Date Paid: 02/25/2016	Ultimate Martial Arts/Thomas Malone	Amount:	\$2,258.40
Inv. 160217	02/17/2016	Feb'16 TaeKwon, LittleTigers AMPM, Cardio Kick		

	<u>Item Description</u> Tae Kwon do Feb 2016			<u>Total Price</u> \$2,258.40
Check 101006	Date Paid: 02/25/2016	Ultramax	Amount:	\$3,277.00
Inv. 156605	02/01/2016	PD Ammunition		
	<u>Item Description</u> 2016 ammo delivery 3			<u>Total Price</u> \$3,277.00
Check 101007	Date Paid: 02/25/2016	United Rentals (North America) Inc	Amount:	\$1,267.13
Inv. 134621725001	02/22/2016	1.25.16/2.22.16 OCWP scissor lift rental		
	<u>Item Description</u> Lift rental-Old CWP			<u>Total Price</u> \$1,085.13
Inv. 135034823001	02/10/2016	Scarifier 9HP		
	<u>Item Description</u>			<u>Total Price</u> \$182.00
Check 101008	Date Paid: 02/25/2016	Valley Rich Co Inc	Amount:	\$35,057.21
Inv. 22484	01/03/2016	13130 67th Ave N 1.3.16 emerg water main repairs		
	<u>Item Description</u> Emergency Water main repair services			<u>Total Price</u> \$4,606.00
Inv. 22485	01/11/2016	Schmidt Lk/Cheshire emerg water main repairs		
	<u>Item Description</u> Emergency Water main repair services			<u>Total Price</u> \$4,173.21
Inv. 22498	01/17/2016	17620 26th Ave emerg water main repair		
	<u>Item Description</u> Emergency Water main repair services			<u>Total Price</u> \$4,868.00
Inv. 22506	01/23/2016	2255 Xanthus emerg water main repair break 2		
	<u>Item Description</u> Emergency Water main repair services			<u>Total Price</u> \$3,590.00
Inv. 22507	01/22/2016	2255 Xanthus Ln emerg water main repairs		
	<u>Item Description</u> Emergency Water main repair services			<u>Total Price</u> \$3,112.00
Inv. 22515	02/06/2016	2317 Kirkwood Ln emerg water main repair		
	<u>Item Description</u> Emergency Water main repair services			<u>Total Price</u> \$6,100.00
Inv. 22527	02/02/2016	Xenium&10th AVE emerg water main repair		
	<u>Item Description</u> Emergency Water main repair services			<u>Total Price</u> \$8,608.00
Check 101009	Date Paid: 02/25/2016	Verified Credentials Inc	Amount:	\$120.00
Inv. 246018	12/31/2015	Dec'15 Background screening		
	<u>Item Description</u> Invoice 246018 12/31/2015 Backgrounds			<u>Total Price</u> \$120.00
Check 101010	Date Paid: 02/25/2016	Viking Safety	Amount:	\$374.88
Inv. 3070779	02/01/2016	24pr pigskin gloves w/ safety cuff		
	<u>Item Description</u> 24pr pigskin gloves w/ safety cuff			<u>Total Price</u> \$374.88
Check 101011	Date Paid: 02/25/2016	Vision Internet Providers	Amount:	\$8,509.50
Inv. 32093	02/18/2016	# Website move to the cloud		
	<u>Item Description</u> Professional Services			<u>Total Price</u> \$8,509.50
Check 101012	Date Paid: 02/25/2016	Water Conservation Services Inc	Amount:	\$1,948.93
Inv. 6551	02/09/2016	1.11/1.23.16 Leak detection services		
	<u>Item Description</u> Leak detection services			<u>Total Price</u> \$1,948.93
Check 101013	Date Paid: 02/25/2016	The Watson Company	Amount:	\$783.65
Inv. 860789	02/04/2016	IC Concession food resupply		
	<u>Item Description</u> Items for resale in concessions			<u>Total Price</u> \$783.65

Check 101014	Date Paid: 02/25/2016	Richard A Williams	Amount:	\$122.79
Inv. 17670000	02/25/2016	11865 26th Ave N water refund		
<u>Item Description</u>				<u>Total Price</u>
Utility Refund #17670000	11865 26th Ave N			\$122.79
Check 101015	Date Paid: 02/25/2016	Xcel Energy	Amount:	\$53,420.95
Inv. 51007862360116	02/04/2016	1.1/2.1.16 4 Storm Water		
<u>Item Description</u>				<u>Total Price</u>
				\$162.63
Inv.	02/04/2016	12.14/12.31.15 4 Storm Water		
<u>Item Description</u>				<u>Total Price</u>
				\$32.62
Inv. 51465207540116	02/15/2016	12.15/2.1.16 All Wells & WTPs		
<u>Item Description</u>				<u>Total Price</u>
12.15/2.1.16 All Wells & WTPs				\$53,225.70
Check 101016	Date Paid: 02/25/2016	Zee Medical Service	Amount:	\$65.00
Inv. 54107896	02/16/2016	IC medical cabinet resupply		
<u>Item Description</u>				<u>Total Price</u>
IC medical cabinet resupply				\$65.00
Check 101017	Date Paid: 02/25/2016	William Dane	Amount:	\$34.00
Inv. 160223	02/23/2016	2.22/2.23.16 Per diem meals Mankato K9 trng		
<u>Item Description</u>				<u>Total Price</u>
				\$34.00
Check 101018	Date Paid: 02/25/2016	Matt Gliniany	Amount:	\$34.00
Inv. 160222	02/23/2016	2.22/2.23.16 Per diem meals Mankato K9 trng		
<u>Item Description</u>				<u>Total Price</u>
				\$34.00
Check 101019	Date Paid: 02/25/2016	Jon Goldenman	Amount:	\$29.00
Inv. 160202	02/02/2016	2.2.16 Parking reimb		
<u>Item Description</u>				<u>Total Price</u>
				\$29.00
Check 101020	Date Paid: 02/25/2016	Angela Haseman	Amount:	\$10.59
Inv. 151217	12/17/2015	12.17.15 Lunch at training		
<u>Item Description</u>				<u>Total Price</u>
				\$10.59
Check 101021	Date Paid: 02/25/2016	Patrick Haspert	Amount:	\$100.00
Inv. 151231	12/31/2015	Fire Helment reimbursement		
<u>Item Description</u>				<u>Total Price</u>
				\$100.00
Check 101022	Date Paid: 02/25/2016	Internal Revenue Service/IRS	Amount:	\$374.79
Inv. 2016-00000039	02/19/2016	GARN IRS % - Tax Garnishment by % - IRS		
<u>Item Description</u>				<u>Total Price</u>
02/19/2016 Deduction Tax Garnishment by % - IRS				\$374.79
Check 101023	Date Paid: 02/25/2016	Scott Kleist	Amount:	\$34.00
Inv. 160223	02/23/2016	2.22/2.23.16 Per diem meals Mankato K9 trng		
<u>Item Description</u>				<u>Total Price</u>
				\$34.00
Check 101024	Date Paid: 02/25/2016	Jessica Koch	Amount:	\$75.11
Inv. 160220	02/20/2016	Reimb Splatball teen trip		
<u>Item Description</u>				<u>Total Price</u>
				\$75.11
Check 101025	Date Paid: 02/25/2016	Law Enforce Labor Serv./Union	Amount:	\$1,539.44
Inv. 2016-00000040	02/19/2016	DUES POL - Police Union Dues *		
<u>Item Description</u>				<u>Total Price</u>
02/19/2016 Deduction Police Union Dues				\$1,200.50

02/19/2016 Deduction Police Union Fair Share
02/19/2016 Deduction SGT Union Dues

\$69.44
\$269.50

Check 101026 Date Paid: 02/25/2016 MN AFSCME Council #5 Amount: \$2,393.54

Inv. 2016-00000043 02/19/2016 DUES MTCE - Maintenance Union Dues*

<u>Item Description</u>	<u>Total Price</u>
02/19/2016 Deduction Maintenance Union Dues	\$1,259.50
02/19/2016 Deduction Maintenance Union Fair Share	\$93.40
02/19/2016 Deduction CTP Union Dues	\$630.85
02/19/2016 Deduction CTP Union Fair Share	\$331.54
02/19/2016 Deduction CTP Part-Time Union Fair Share	\$67.80
02/19/2016 Deduction AFSCME DUES W/ PEOPLE DED	\$10.45

Total Payments: 303

Total Amount Paid: \$2,430,178.38

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION TO APPROVE DISBURSEMENTS ENDING FEBRUARY 27, 2016

WHEREAS, a list of disbursements for the period ending February 27, 2016 was presented to the City Council for approval;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the payment of the list of disbursements of the following funds is approved:

US Bank – Check Register

General & Special Revenue	\$ 691,471.36
Construction & Debt Service	\$ 687,512.11
Enterprise & Internal Service	\$ 1,050,061.16
Housing Redevelopment	\$ 1,133.75
Check Register Total	<u>\$ 2,430,178.38</u>

GRAND TOTAL FOR ALL FUNDS \$ 2,430,178.38

ADOPTED by the City Council on this 8th day of March, 2016

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Danette Parr, Economic Development Manager

Item: **Approve Submission of a Department of Employment and Economic Development Job Creation Fund Program Application for Wagner Spray Tech Corporation/Wagner Holdings, Inc.**

1. ACTION REQUESTED:

Adopt attached resolution supporting the submission of a Department of Employment and Economic Development (DEED) Job Creation Fund Program application on behalf of Wagner Spray Tech Corporation.

2. BACKGROUND:

Plymouth based Wagner Spray Tech Corporation is requesting support for an application to DEED for their Job Creation Fund Program. Wagner Spray Tech Corporation is a subsidiary of Wagner Holdings, Inc. They develop and market a range of painting and decorating products used in home improvement, commercial painting, and industrial fine finishing. Wagner Spray Tech Corporation is seeking assistance from DEED to continue its growth in the state of Minnesota.

Wagner Spray Tech Corporation has had their headquarters in Plymouth for over 40 years and is located at 1770 Fernbrook Lane North. In order meet their space needs, an extensive renovation and construction project is necessary to accommodate the employee growth that is anticipated.

Wagner Spray Tech Corporation is requesting support from the City with the application for the Job Creation Fund Program. The fund provides financial incentives to new and expanding businesses that meet certain job creation and capital investment targets. Incentives include \$1,000 - \$3,000 per year per job created depending on the wages of the jobs and a 5% rebate for real property improvements. Wagner Spray Tech Corporation intends on adding 73 new jobs to their already existing 222 Plymouth jobs in the next three years. In addition to the created jobs, initial estimates indicate the building improvements will amount to an almost \$8.4 million investment.

3. BUDGET IMPACT:

There is no financial impact to the City for supporting this application. Awards and financial incentives will be paid directly to the company. There will be a small amount of staff time required to facilitate reporting requirements.

4. ATTACHMENTS:

Resolution

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION CONSENTING TO THE SUPPORT OF A JOB CREATION FUND APPLICATION IN CONNECTION WITH WAGNER SPRAY TECH CORPORATION/WAGNER HOLDINGS, INC.

WHEREAS, the City of Plymouth, Minnesota (the "City"), desires to assist Wagner Spray Tech Corporation, a manufacturing and distribution company of painting and decorating products, which is proposing to make improvements to their existing facility at 1770 Fernbrook Lane North; and

WHEREAS, the City of Plymouth understands that Wagner Spray Tech Corporation, through and with the support of the City, intends to submit to the Minnesota Department of Employment and Economic Development an application for an award and/or rebate from the Job Creation Fund Program; and,

WHEREAS, the City of Plymouth held a City Council meeting on March 8, 2016, to consider this matter.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it consents to the support of a job creation fund application in connection with Wagner Spray Tech Corporation/Wagner Holdings, Inc.

APPROVED by the City Council on this 8th day of March, 2016.

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Spencer Agnew, HRA Specialist

Reviewed by: Jim Barnes, Housing Manager and Steve Juetten,
Community Development Director

Item: **Approve 2016 Community Development Block Grant
Program Year Allocations**

1. ACTION REQUESTED:

Adopt the attached resolutions approving the reallocation of \$9,000 in CDBG public service funds, the allocation of \$232,290 of CDBG funds and authorizing the submittal of an application to the U.S. Department of Housing and Urban Development (HUD) for the 2016 CDBG funds as recommended by the Plymouth Housing and Redevelopment Authority (HRA).

2. BACKGROUND:

The Community Development Block Grant (CDBG) program is a federal program which allocates annual grants to communities to provide programs related to affordable housing and social services, principally for low- and moderate-income persons. It is administered by the U.S. Department of Housing & Urban Development (HUD). Plymouth has received an annual Community Development Block Grant allocation since 1994. HUD will allocate \$232,290 in CDBG funds to the City of Plymouth for the 2016 program year, which begins July 1, 2016, and runs through June 30, 2017.

The HRA administers three programs internally with CDBG funds. The First Time Homebuyer and Housing Rehabilitation loan programs, and the Affordable Housing Development account. Funds are also used to fund five social service agencies and some of the funds are set aside for administration and fair housing activities. In order to determine the funding needs for program year 2016, staff evaluated the mid-year progress of the 2015 CDBG funded activities.

First Time Homebuyer Program – Staff recommends allocating \$30,000 to the First Time Homebuyer program. An estimated \$15,000 in carry-over funds from the 2015 program year and estimated \$20,000 in repayments will provide a total of \$65,000 available for the 2016 program year. This will allow for three to four loans to be made to qualifying low- and moderate-income first time homebuyers in Plymouth.

Housing Rehabilitation Program - There are two types of Housing Rehabilitation (Rehab) assistance programs available to eligible homeowners, deferred loans and small repair grants. The Housing Rehabilitation Deferred Loan is available to low and moderate-income households to maintain, repair, and improve their homes. The program provides up to \$30,000 for eligible repairs through a deferred zero interest loan that will be forgiven after 20 years if the homeowner continues to own and occupy the home. The Small Repair Grant is a pool of funds set aside within the program to be used for small and emergency repairs for qualifying homeowners. The program allows a maximum of \$5,000 in grant funds to be used for emergency and small repairs for qualifying seniors age 55 or older.

Staff recommends allocating \$120,000 to the Rehab program in 2016. This amount, plus an estimated \$30,000 in repayments will provide a total of \$150,000 available for the 2016 program year. The rehab program is being recommended for a greater share of available funding because staff believes that the

rehab program has a more direct benefit to the City of Plymouth’s housing stock. The rehab program helps to preserve neighborhoods through the rehabilitation of individual homes in need of repair.

Affordable Housing - The third program that CDBG administers is the Affordable Housing Development account which assists with the rehabilitation of affordable rental units. In previous years these funds have assisted rental projects such as the two currently proposed by Hammer Residences. Hammer has a long history of working with the City and the HRA to provide housing assistance for adults with developmental disabilities. Staff is recommending funding in the amount of \$20,000 be allocated to Hammer Residences. Hammer Residences will use the funds to install an accessible bathtub and repair a failing retaining wall in two of its homes in Plymouth.

Social Service - CDBG regulations limit the amount of funds that can be spent on "public service" activities. Public service activities are those activities "which are directed toward improving the community's public services and facilities" to serve low- and moderate-income clientele. CDBG regulations stipulate that public service funding may not exceed 15% of the City’s total allocation (\$232,290), plus 15% of the previous year’s program income (\$31,393). For the 2016 program year the maximum allowed allocation to public services is \$39,772. Staff recommends allocating \$39,000 to public services.

Staff sent out nine CDBG applications and five applications were returned. All of the organizations are current CDBG sub-recipients; Community Action Partnership of Suburban Hennepin (CAPSH), Tree House (formerly Family Hope Services), HOME Line, People Responding in Social Ministry (PRISM), and Senior Community Services (SCS). Staff evaluated and ranked the individual proposals based on the following criteria:

- Feasibility: the likelihood that the proposed project may be completed within the timeline proposed and within reasonable parameters of risk.
- Organizational Capacity: the likelihood of the organization being able to complete the proposed project.
- Leverage of Other Funds: the extent to which the proposal demonstrates the involvement of local partnerships and the extent to which other funds are leveraged (including contributions from philanthropic, public, and private organizations and/or local employers, as well as in-kind contributions).
- Consistency with the goals and priorities outlined in 2015-2019 Consolidated Plan adopted by the Hennepin County Consortium.

Staff recommends funding all applicants at or near 100% of the requested amounts, with the exception of CAPSH due the expected availability of carryover funds from the current program year. The recommended funding amounts are as follows:

• Community Action for Suburban Hennepin (CAPSH)	\$4,000.00
• Tree House	\$10,000.00
• HOME Line	\$10,000.00
• People Responding in Social Ministry (PRISM)	\$10,000.00
• SCS – Senior Community Services	<u>\$5,000.00</u>
Total:	\$39,000.00

Administration - CDBG regulations limit the amount of funds that can be spent on administration to no more than 20 percent of the total allocation plus current year program income. For the 2016 program year, the maximum allowed allocation for administration is approximately \$53,000. Staff is requesting that \$18,290 be allocated for administration in 2016, which along with carryover funds from 2015 should be sufficient to cover anticipated costs.

Fair Housing Activities - Plymouth participates in the Hennepin County Consortium Fair Housing Initiative. The initiative addresses the impediments identified in the Analysis of Impediments to Fair Housing (AI) that were previously prioritized by the Consortium, and describes actions and accomplishments during the report year to address each. For the 2016 program year it is recommended that the Plymouth HRA allocate \$5,000 of CDBG funds toward this collaborative effort.

Reallocation – There is \$9,000 in public service funds available to be reallocated in the 2016 program year. These funds are left over from prior year public service grants which did not use all of the available funds. Staff recommends reallocating \$5,000 of these funds to Housing Rehabilitation and \$4,000 to Fair Housing, both of which are anticipated to generate greater amounts of activity during the 2016 program year.

Public Hearing - On February 25, 2016 the Plymouth HRA held a public hearing to consider citizen comments as to the use of 2016 CDBG funds. Representatives of various non-profit agencies attended. The HRA Board thanked the social service representatives for their continued effort in serving Plymouth residents and discussed the CDBG allocation of funds. The HRA Board approved the attached resolution and requested the City Council confirm their recommendation.

3. BUDGET IMPACT:

There is no direct financial impact to the City or the HRA. The amount of \$232,290 comes from the City's participation in the CDBG program, which requires the City to submit an application for these funds.

4. ATTACHMENTS:

1. HRA Staff Report and Resolution
2. Ten-Year CDBG Activity Chart
3. Draft City Council Resolution Pertaining to Reallocation of Unspent Public Service Funds
4. Draft City Council Resolution Pertaining to 2016 CDBG Allocation of Funds and Application

**PLYMOUTH HOUSING AND
REDEVELOPMENT AUTHORITY
STAFF REPORT**

TO: Plymouth Housing and Redevelopment Authority

FROM: Spencer Agnew, HRA Specialist through Jim Barnes, HRA Manager and Steve Juetten, Executive Director

MEETING DATE: February 25, 2016

SUBJECT: **Community Development Block Grant (CDBG) - Public hearing on 2016 CDBG program year allocation with recommendation to the City Council**

BACKGROUND:

The Community Development Block Grant (CDBG) program is a federal program which allocates annual grants to communities to provide programs related to affordable housing and social services, principally for low- and moderate-income persons. It is administered by the U.S. Department of Housing & Urban Development (HUD). Plymouth has received an annual Community Development Block Grant allocation since 1994. At the time this staff report was written, the official funding amounts for the 2016 CDBG program year have not been released by HUD. However, it is anticipated that HUD will allocate approximately \$233,000 in CDBG funds to the City of Plymouth for the 2016 program year, which runs from July 1, 2016 to June 30, 2017.

CDBG funds have been used to fund the HRA's First Time Homebuyer and Housing Rehabilitation Loan programs; a portion of CDBG funds have also been allocated to social services, affordable rental housing rehabilitation, and fair housing programs. Included in this packet is a historic review that summarizes CDBG activity over the past ten years. It shows the activity in the HRA housing loan programs and the number and type of categories served by the social services funding.

In order to determine the funding needs for the 2016 CDBG program year, staff evaluated the mid-year progress of the 2015 CDBG funded activities. The following chart shows the 2015 program year goals, as submitted to HUD, along with our present progress.

2015 CDBG ACTION PLAN PROGRESS (as of 2/1/16)

<i>Goals</i>	<i>Progress</i>	<i>Prior-year Carryover</i>	<i>2015 Allocation</i>	<i>Program Income</i>	<i>Expended</i>	<i>Balance</i>
Rehabilitate 6 homes through deferred loans of up to \$30,000; and Assist 2 households with emergency repairs through grants up to \$5,000	8 rehab loans completed, 7 rehab loans in progress, 2 emergency repair grants completed	\$187,202	\$106,760	\$29,518	\$225,063	\$98,417*
Provide 3 first time homebuyer deferred loans up to \$15,000	3 first time homebuyer deferred loan issued	\$50,259	\$30,000	\$1,875	\$58,928	\$23,206
Assist with the rehab of 3 affordable rental units operated by HAMMER	2 units completed	-	\$20,000	-	\$20,000	\$0
Provide 60 households homeownership and foreclosure education counseling through CAPSH	23 households served (as of 12/31/15)	\$11,706	\$7,000	-	\$2,058	\$16,648**
Provide services to 280 renter households through HOME Line	91 households served (as of 12/31/15)	-	\$10,000	-	\$3,574	\$6,426
Provide services to 200 at-risk youth through Tree House	134 youth served (as of 12/31/15)	-	\$10,000	-	\$5,000	\$5,000
Provide services to 48 seniors with the H.O.M.E (Household and Outside Maintenance for Elderly) program through S.C.S.	29 individuals served (as of 12/31/15)	-	\$5,000	-	\$2,500	\$2,500
Provide homelessness prevention assistance to 10 households.	5 households served (as of 12/31/15)	\$528	\$10,000	-	\$5,470	\$4,942
Fair Housing Activities	Outreach, education and enforcement activities in the Consortium	-	\$5,000	-	\$5,000	\$0
Administration of CDBG	Administration activities	\$3,361	\$30,000	-	\$13,058	\$20,303
TOTALS:		\$253,056	\$233,760	\$31,393	\$340,651	\$177,442

*Of the remaining \$98,417 balance for Housing Rehabilitation, \$84,903 has been committed to approved loans

**\$9,000 in unexpended prior-year CAPSH allocations will be reallocated to different activities for the 2016 program year

FUNDING RECOMMENDATIONS FOR HRA ADMINISTERED PROGRAMS:

The HRA administers three programs internally with CDBG funds: the First Time Homebuyer, Housing Rehabilitation, and the Affordable Housing Development account. Additionally, the HRA traditionally allocates a portion of CDBG funds towards administration costs of the Plymouth CDBG program.

The First Time Homebuyer (FTHB) program has assisted an average of three households per year over the past five years. Lending standards and home prices remain a significant challenge for first time homebuyers, particularly for buyers which are within the HUD income limits for the program. Staff recommends allocating \$30,000 to the FTHB program, which along with expected program income and carryover funds would be sufficient to provide approximately three to four FTHB loans.

There are two types of Housing Rehabilitation (Rehab) assistance programs available to eligible homeowners, deferred loans and small repair grants. The Deferred Loan program is available to low and moderate-income households to maintain, repair, and improve their homes. The Emergency Repair Grant program is used for small emergency repairs for qualifying seniors age 55 or older. The Housing Rehabilitation program assisted an average of seven households per year over the past five years. Staff recommends allocating \$120,000 to the Rehab program, which along with expected program income and carryover funds would be sufficient to provide at least six rehab loans and two small repair grants. The Rehab program is recommended for a larger share of funding because it has more of a direct benefit to the Plymouth housing stock and because it has generated more activity over the past two years than the FTHB program.

Both the First Time Homebuyer and Housing Rehabilitation programs generate income from the repayment of deferred loans. We have experienced a steady amount of repayments over the past couple of years. Repayments occur most frequently as a result of homeowners moving to a new home or refinancing their first mortgage. It is thus difficult to predict the amount of program income that will be received during a given year. Staff is therefore conservatively budgeting for \$50,000 in the 2016 program year.

The third program that the HRA administers is the Affordable Housing Development account which assists with the rehabilitation of affordable rental units. In previous years these funds have assisted rental projects such as the two currently proposed by Hammer Residences. Hammer has a long history of working with the City and the HRA to provide affordable housing for adults with development disabilities. Staff is recommending that funding of \$20,000 be allocated to Hammer Residences for renovations to two homes. Work would include the installation of an accessible bath and the replacement of a failing retaining wall.

CDBG regulations limit the amount of funds that can be spent on administration to no more than 20 percent of the total allocation plus current year program income. For the 2015 program year, the maximum allowed allocation for administration is approximately \$56,000. Staff is requesting that \$19,000 be allocated for administration, which along with carryover funds from 2015 should be sufficient to cover anticipated costs.

<i>Housing Program</i>	<i>Proposed Activity</i>	<i>Estimated 2015 Funds Carried Over to 2016</i>	<i>2016 Funding Recommendation</i>	<i>Estimated Program Income</i>	<i>Total Amount Available</i>
Housing Rehabilitation Program	Provide 6 housing rehabilitation loans to income-eligible households. Provide 2 emergency repair grants.	-	\$120,000	\$30,000	\$150,000
First Time Homebuyer Program	Provide 3 to loans to assist with down payment and closing costs.	\$15,000	\$30,000	\$20,000	\$65,000
Affordable Housing Development	Assist with renovation of 2 affordable rental units	-	\$20,000	-	\$20,000
Fair Housing Activities	Outreach, education and enforcement activities in the Consortium	-	\$5,000	-	\$5,000
CDBG Administration	Administration	\$5,000	\$19,000	-	\$24,000
Total:		\$20,000	\$194,000	\$50,000	\$264,000

FUNDING RECOMMENDATIONS FOR PUBLIC SERVICES:

In addition to the programs which the HRA administers internally with CDBG funds, the HRA also provides grants to community organizations to undertake public service: activities which serve the City of Plymouth and its residents. Public service activities are those activities "which are directed toward improving the community's public services and facilities" to serve low- and moderate-income clientele.

Staff sent CDBG applications to nine social service agencies; five applications were returned. All of the organizations that applied are current CDBG sub-recipients. A summary of each application and the staff ranking of the applications are attached. Staff evaluated and ranked the individual proposals based on the following criteria:

- Feasibility: the likelihood that the proposed project may be completed within the timeline proposed and within reasonable parameters of risk.
- Organizational Capacity: the likelihood of the organization being able to complete the proposed project.
- Leverage of Other Funds: the extent to which the proposal demonstrates the involvement of local partnerships and the extent to which other funds are leveraged (including contributions from philanthropic, public, and private organizations and/or local employers, as well as in-kind contributions).

Staff also reviewed the City’s 2016 Budget for commitments to social service agencies to ensure no duplications are made of City General funds and CDBG funds. The 2016 Budget includes funding for nine social service agencies. There are two duplicate agencies; PRISM and Senior Community Services. The City’s funding for PRISM is allocated for their food shelf program, which is a separate activity from the proposed activities for CDBG funding. Senior Community Services (SCS) is requesting funding for one of the two programs funded by the City.

CDBG regulations stipulate that public service funding may not exceed 15% of the City’s total allocation (\$233,000) plus 15% of the previous year’s program income (\$31,393). For the 2016 program year the maximum allowed allocation to public services is \$39,772. Staff recommends allocating \$39,000 of the 2016 CDBG funds to public services. This amount will be sufficient to fund all of the applications received for this program year. Staff recommends a reduced allocation to CAPSH due the expected availability of carryover funds from previous program years.

All public service applicants request funding to continue programs currently supported by the Plymouth CDBG program. The following table is a summary of the public service funding requests and the amount of funding recommended by staff.

<i>Public Service Requests</i>	<i>Proposed Activity</i>	<i>Amount Requested</i>	<i>Recommended Funding</i>
CAPSH	Provide foreclosure prevention, rehab, pre-purchase and reverse mortgage counseling to 77 households.	\$10,000	\$4,000*
PRISM	Provide homelessness prevention assistance to 10 households.	\$10,000	\$10,000
HOME Line	Provide tenant hotline, tenant representation in negotiations to preserve affordable housing to 238 households.	\$10,128	\$10,000
Tree House	Provide weekly support group services and one-to-one mentoring with 200 at-risk youth.	\$10,000	\$10,000
Senior Community Services (SCS)	Provide minor home maintenance services for 45 Plymouth residents.	\$5,000	\$5,000
Total:		\$45,128	\$39,000

*Staff anticipates \$3,000 in prior-year carryover funds remaining available for CAPSH in the 2016 program year

Lastly, there is \$9,000 in public service funds available to be reallocated in the 2016 program year. These funds are from the 2014 and 2015 allocations to CAPSH which were not fully expended due to lower than expected program activity. Staff recommends reallocating \$5,000 of these funds to Housing Rehabilitation and \$4,000 to Fair Housing activities, both of which are expected to generate greater levels of activity during the 2016 program year.

Staff recommends that after holding the scheduled public hearing and considering any public comments the Board review staff's proposed uses for 2016 CDBG funds and adopt the attached resolutions providing a recommendation to the City Council for adoption of its 2016 CDBG program funding.

Attachments:

1. Ten-Year CDBG Activity
2. 2016 CDBG Action Plan
3. List of Applicants Solicited for 2016 CDBG Public Service Applications
4. Summary of 2016 CDBG Public Service Funding Applications
5. 2016 CDBG Public Service Staff Ranking and Ranking Criteria
6. Resolution 2016-01 Reallocation of Unspent Public Service Funds
7. Resolution 2016-02 Approve and Allocate 2016 CDBG Funds

HRA RESOLUTION 2016-01

REALLOCATION OF PRIOR-YEAR CDBG FUNDS

WHEREAS, on February 25, 2016, the Plymouth Housing and Redevelopment Authority held a duly constituted public hearing to allow interested parties to express their opinion; and

WHEREAS, the City of Plymouth received Fiscal Year 2014 Community Development Block Grant (CDBG) funding, of which \$13,000 was allocated to CAPSH; and

WHEREAS, the \$13,000 allocation to CAPSH was not fully expended prior to the end of the contract period; and

WHEREAS, the City of Plymouth received Fiscal Year 2015 Community Development Block Grant (CDBG) funding, of which \$7,000 was allocated to CAPSH; and

WHEREAS, the 2015 CAPSH allocation was not contracted due to the availability of unexpended prior-year CDBG funds; and

WHEREAS, the Plymouth Housing and Redevelopment Authority of the City of Plymouth has determined the following to be an appropriate use of the unspent CDBG funds in accordance with federal guidelines and the City’s HUD approved Consolidated Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AND REDEVELOPMENT AUTHORITY IN AND FOR THE CITY OF PLYMOUTH, MINNESOTA, that it hereby recommends that the City Council reallocate \$2,000.00 in CDBG funds from the 2014 CAPSH activity and \$7,000 in CDBG funds from the 2015 CAPSH activity into the 2016 Housing Rehabilitation and Fair Housing activities, as outlined below:

	<u>Original Allocation</u>	<u>Proposed Allocation</u>
2014 CAPSH	\$13,000	\$11,000
2015 CAPSH	\$7,000	\$0.00
2016 Housing Rehabilitation	n/a	\$5,000
<u>2016 Fair Housing</u>	<u>n/a</u>	<u>\$4,000</u>
Subtotal	\$20,000	\$20,000

Approved this 25th day of February, 2016 by the Plymouth Housing and Redevelopment Authority.

CITY OF PLYMOUTH

HRA RESOLUTION 2016-02

A RESOLUTION TO APPROVE THE APPLICATION AND ALLOCATION OF FISCAL YEAR 2016 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, the City of Plymouth anticipates receiving a Community Development Block Grant (CDBG) funding allocation of \$233,000.00 for CDBG fiscal year 2016; and

WHEREAS, on February 25, 2016, the Plymouth Housing and Redevelopment Authority held a duly constituted public hearing to allow interested parties to express their opinion; and

WHEREAS, the Housing and Redevelopment Authority in and for the City of Plymouth, MN has determined the following to be an appropriate use of Community Development Block Grant funds in accordance with federal guidelines and the City’s HUD approved Consolidated Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AND REDEVELOPMENT AUTHORITY OF THE CITY OF PLYMOUTH, MINNESOTA, that it hereby recommends that the City Council authorize the City Manager to apply for 2016 Community Development Block Grant funds totaling \$233,000.00 from the U.S. Department of Housing and Urban Development with the following allocations:

1.	Housing Rehabilitation Grant/Loans	120,000.00
2.	First Time Homebuyer Assistance Program	30,000.00
3.	Community Action Partnership of Suburban Hennepin (CAPSH)	4,000.00
4.	Tree House	10,000.00
5.	HOME Line	10,000.00
6.	People Responding in Social Ministry (PRISM)	10,000.00
7.	Senior Community Services (SCS)	5,000.00
8.	Program Administration	19,000.00
9.	Affordable Housing Development	20,000.00
10.	Fair Housing Activities	5,000.00
	Total	\$233,000.00

BE IT FURTHER RESOLVED, that any increase in the anticipated funding amount for the 2016 CDBG fiscal year will be split equally between the 2016 Housing Rehabilitation, First Time Homebuyer and Social Service Programs (within the 15% maximum allowance). Any decrease will be split equally between the 2016 Housing Rehabilitation, First Time Homebuyer, and Social Service Programs (within the 15% maximum allowance).

BE IT FURTHER RESOLVED, that it is hereby recommended to the City Council that all CDBG program income may be used to cover expenses generated in any existing CDBG program or activity and not just expenses related to the activity generating the income, unless otherwise reallocated by the City Council.

BE IT FURTHER RESOLVED, that it is hereby recommended to the City Council that all unexpended 2015 CDBG funds be allocated to the same program activity in 2016, unless otherwise reallocated by the City Council.

Approved this 25th day of February, 2016 by the Plymouth Housing and Redevelopment Authority.

Ten Year CDBG Activity 2006-Present

PROGRAM YEAR	Total CDBG Allocation / * P.I.	First Time Homebuyer Allocation/Expenditures /# of Loans	Rehabilitation Allocation/ Expenditures /# of Loans	Rental Housing Assistance Allocation	Social Services- Allocation	Social Services Categories - # Served
2006	\$272,208 P.I. \$175,198	\$106,229 / \$176,945 / 9	\$107,229 / \$118,863 / 8	N/A	\$ 44,371	***Housing - 256 Senior - N/A Youth - 84 Transportation - 888
2007	\$269,761 P.I. \$92,695	\$102,776 / \$127,374 / 6	\$102,776 / \$99,928 / 8	\$ 2,830	\$ 43,500	***Housing - 285 Senior - N/A Youth - 247 Transportation - 1,609
2008**	\$329,850 P.I. \$58,179	\$131,000 / \$103,387 / 5	\$76,392 / \$105,361 / 6	\$ 55,000	\$ 40,000	***Housing - 346 Senior - N/A Youth- 437 Transportation - 1,032
2009	\$263,199 P.I. \$135,000	\$130,000 / \$211,162 / 10	\$54,199 / \$99,624 / 9	\$ 15,000	\$ 42,000	***Housing - 314 Senior - N/A Youth - 250 Transportation- 1,203
2010	\$284,254 P.I. \$11,249	\$85,527 / \$91,477 / 5	\$85,527 / \$89,435 / 6	\$ 30,000	\$ 53,965	***Housing- 284 Senior- 23 Youth- 427 Transportation- 565
2011	\$238,411 P.I. \$32,183	\$70,000 / \$103,826 / 5	\$60,000 / \$164,948 / 7	\$ 40,000	\$ 35,815	**Housing- 285 Senior- 39 Youth- 338 Transportation- 479
2012	\$230,998 P.I. \$47,712	\$0 / \$13,194 / 0	\$150,498 / \$137,784 / 5	\$ 15,000	\$ 35,000	**Housing- 284 Senior- 40 Youth- 273 Transportation- 195
2013	\$237,844 P.I. \$85,605	\$56,000 / \$40,913 / 2	\$100,000 / \$137,121 / 6	\$ 15,000	\$ 38,000	**Housing- 306 Senior- 98 Youth-199 Transportation- 55
2014	\$236,820 P.I. \$118,566	\$13,976 / \$55,306 / 2	\$148,000 / \$191,835 / 9	\$ 15,000	\$ 46,351	**Housing- 295 Senior- 98 Youth-72 Transportation- n/a
2015 YTD	\$233,760 P.I. \$31,393	\$30,000 / \$58,928 / 3	\$106,760 / \$225,058 / 10	\$ 20,000	\$ 42,000	**Housing- 119 Senior- 29 Youth-36 Transportation- n/a
TOTAL	\$2,597,105 P.I. \$787,780	\$725,508 / \$982,530 / 47	\$991,381 / \$1,369,956 / 74	\$ 207,830	\$ 421,002	***Housing- 2,774 Senior- 327 Youth- 2,363 Transp. - 6,026

*P.I. = Program Income/Repayments

** 2008 Includes \$70,458 in CDBG-Recovery/ARRA grant allocated to FTHB and Rental Housing Assistance

***Housing Services includes: Homeownership Training, Mortgage Foreclosure Prevention, Homelessness Prevention, and Tenant Advocacy

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION APPROVING THE APPLICATION AND ALLOCATION OF FISCAL YEAR 2016 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, the City of Plymouth is eligible to apply to the U.S. Department of Housing and Urban Development (HUD) for 2016 funding for the Community Development Block Grant (CDBG) Program; and

WHEREAS, on February 25, 2016, the Plymouth Housing and Redevelopment Authority held a duly constituted public hearing to allow interested parties to express their opinions regarding the allocation of funds for the 2016 CDBG Program Year; and

WHEREAS, the City Council has reviewed the recommendations of the Housing and Redevelopment Authority regarding the proposed activities and allocation of CDBG funds for Program Year 2016;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it hereby authorizes the City Manager to submit to the U.S. Department of Housing and Urban Development the application and all required documents for participation in the 2016 Community Development Block Grant Program Year and approves the allocation for the following projects in the respective proposed amounts:

HRA Programs and Administration

Housing Rehabilitation Loan Program	120,000.00
First Time Homebuyer Loan Program	30,000.00
Administration	18,290.00
Affordable Housing Development – Hammer Residences	20,000.00
Fair Housing Activities	5,000.00
Sub-Total of HRA Programs and Administration	193,290.00

Public Service Programs

Community Action Partnership of Suburban Hennepin (CAPSH)	4,000.00
Family Hope Services	10,000.00
HOME Line	10,000.00
People Responding in Social Ministry (PRISM)	10,000.00
Senior Community Services	5,000.00
Sub Total of Public Service Programs	39,000.00

Total 2016 CDBG Allocation **\$232,290.00**

BE IT FURTHER RESOLVED, that any increase in the anticipated funding amount for the 2016 CDBG fiscal year will be split equally between the 2016 Housing Rehabilitation, First Time Homebuyer Programs and Social Service Programs (within the 15% maximum allowance). Any decrease will be split equally between the 2016 Housing Rehabilitation, Affordable Housing Development Account and Social Service Programs (within the 15% maximum allowance).

BE IT FURTHER RESOLVED, that CDBG program income may be used to cover expenses generated in any existing CDBG program or activity and not just expenses related to the activity generating the income.

BE IT FURTHER RESOLVED, that all unexpended 2015 CDBG funds be allocated to the same program activity in 2016.

APPROVED by the City Council on this 8th day of March, 2016.

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION REALLOCATING UNSPENT CDBG FUNDS FROM PRIOR YEAR GRANTS

WHEREAS, the City of Plymouth received Fiscal Year 2014 Community Development Block Grant (CDBG) funding, of which \$13,000 was allocated to CAPSH; and

WHEREAS, the \$13,000 allocation to CAPSH was not fully expended prior to the end of the contract period; and

WHEREAS, the City of Plymouth received Fiscal Year 2015 Community Development Block Grant (CDBG) funding, of which \$7,000 was allocated to CAPSH; and

WHEREAS, the 2015 CAPSH allocation was not contracted due to the availability of unexpended prior-year CDBG funds; and

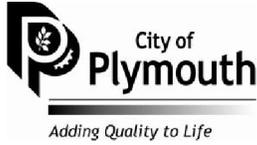
WHEREAS, on February 25, 2016, the Plymouth Housing and Redevelopment Authority held a duly constituted public hearing to allow interested parties to express their opinion; and

WHEREAS, the Plymouth Housing and Redevelopment Authority of the City of Plymouth has determined the following to be an appropriate use of the unspent CDBG funds in accordance with federal guidelines and the City's HUD approved Consolidated Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it hereby authorizes the reallocation of \$9,000.00 in CDBG funds from the 2014 and 2015 CAPSH activities into the 2016 Housing Rehabilitation and Fair Housing activities, as outlined below:

	<u>Original Allocation</u>	<u>Proposed Allocation</u>
2014 CAPSH	\$13,000	\$11,000
2015 CAPSH	\$7,000	\$0.00
2016 Housing Rehabilitation	n/a	\$5,000
<u>2016 Fair Housing</u>	<u>n/a</u>	<u>\$4,000</u>
Subtotal	\$20,000	\$20,000

APPROVED by the City Council on this 8th day of March, 2016.



**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Jodi Bursheim, Finance Manager

Reviewed by: Luke Fischer, Administrative Services Director

Item: **Adopt an Ordinance Amending Section 1015.33 of the City Code regarding Water, Sanitary Sewer, Water Resources, and Solid Waste Fees**

1. ACTION REQUESTED:

Adopt ordinance amending section 1015.33 of the City Code increasing rates for water, sanitary sewer, water resources, and solid waste for services provided as of January 1, 2016 which would impact most billings in March.

2. BACKGROUND:

In 2015, staff conducted a utility rate study for water and sanitary sewer that projected rates for years 2015 – 2019. Staff updates the study annually with a comparison analysis and that includes an additional year projection. Attached is the updated study for 2016.

Staff recommends the following increases for 2016 which is consistent with both the 2016 and 2015 rate study:

Percentage Rate Increase

Water	3.5%
Sanitary Sewer	5.0%
Water Resources	6.0%

Flat Rate Increase

Solid Waste	\$.25
-------------	-------

The total proposed increase to an average residential customer is estimated at \$1.90 per month.

The City of Plymouth has carefully managed its utility funds, and as result, has been able to fund most improvements with cash without the need to issue debt. The proposed rate increases are necessary to support the capital needs of all planned programs and ensure long-term stability of each fund. Please review the study for a detailed analysis of each program.

3. BUDGET IMPACT:

The budgets reflect fund balance transfers within each fund to support the anticipated expenditures including capital needs. The proposed rate increases ensure stability within the fund balance to adequately provide resources as needed and to maintain long term stability.

4. ATTACHMENTS:

2016 Utility Rate Study

Ordinance

Resolution



Water, Sanitary Sewer, Water Resources & Solid Waste Management

Utility Rate Study

February 2016

Prepared By:

Finance Division

Introduction

This Utility Rate Study was completed to update the financial projections for the water, sanitary sewer, water resources, and solid waste management utilities.

Goals of a Utility Enterprise Rate Structure

Water, sanitary sewer, water resources, and solid waste management utility funds are reported in financial statements as enterprise funds, meaning that the charges for services are designed to cover the costs of operations. The general goals of a utility rate structure are:

- Rates sufficient to cover capital and operating costs of the system
- Provide adequate cash balances for cash-flow and contingencies
- Allocate costs consistently to those that use the system
- Promote conservation by charging higher rates for greater consumption

Capital Needs

The City has completed its Capital Improvement Program (2016 – 2020) which is incorporated into this rate study to ensure future capital needs are covered by the proposed rate structures. The CIP for the water, sanitary sewer, and water resource utilities is provided in Appendix D, along with projected needs beyond the CIP timeframe.

The City has maintained a comprehensive long-range Capital Improvement Program for many years focusing on replacement of existing infrastructure and system expansion to accommodate new growth. The City's planning has resulted in very little debt for the utility systems. In 2004, bonds (series 2004B) were issued in the amount of \$13,140,000 to fund water treatment plant upgrades. These bonds were refunded in 2012 resulting in savings of over \$257,000. The amount outstanding on the refunding bond is \$3,895,000 as of 12/31/15 and will be retired in 2019.

Assumptions

The following chart summarizes the significant assumptions in the rate study.

	Water Utility	Sanitary Sewer Utility	Water Resources Utility	Solid Waste Management
Consumption	Average consumption over a 3 year period.		Acreage per customer to remain steady.	N/A
Revenue	New growth is estimated at 100-250 units per year from 2016-2025. Consumption revenue is expected to increase 5% over current consumption revenue beginning in 2017 due to increased accuracy of meter readings.	Consumption is approximately 68% of water consumption based on historic ratios. New growth is estimated at 100-250 units per year from 2016-2025. Consumption revenue is estimated to increase 5% over current consumption revenue beginning in 2017 due to increased accuracy of meter readings.	New growth is estimated at 100-250 units per year from 2016-2025.	
Operating Expenses	Projections include increases of 3.0% ¹ annually to account for new demand and inflation.			
Capital Expenses	Capital expenditures from 2016-2025 are based on the City's Capital Improvement Program through 2020. Routine capital expenditures and a contingency for unforeseen projects are also included in projections. An inflationary adjustment of 3% is included on placeholder projects.			N/A
Cash	Cash projections are based on 12/31/2015 estimated cash balances. These balances are not actuals as the year remains open until 2/28/2016 for proper recording of expenses.			

¹ Per the American City and County Magazine's published Construction Cost Index

Water Utility

The water utility fund provides municipal water service to the community. The fund finances the operations, maintenance, and construction of the water systems.

Rate Structure

The primary revenue sources of the water utility fund are consumption fees, base, and demand charges.

Consumption Fees are based on the metered use of water and primarily used to offset the costs of maintenance and improvements to the existing system.

Base Charges are fixed monthly fees for residential and commercial customers, and help offset the cost of expenses incurred regardless of the amount of water consumed, such as utility staffing and the billing process. The base charge in 2015 for all customers is \$3.79 per month.

In 2014, consumption and base fees accounted for 85.0% of the water fund's operating revenue.

Demand Charges are billed to commercial users with meters 1 ½" or greater and are based on meter size. Demand charges were established to offset the cost of increased water demand of commercial users.

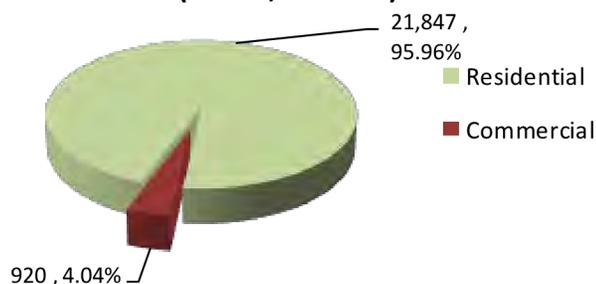
In 2014 demand charges accounted for 8.1% of the water fund's operating revenue.

The following charts illustrate the relationship between the total residential and commercial customers in comparison to the amount of total revenue generated by each:

2014 Actual

Water Utility Customers by Type

(Count, Percent)



Revenue by Customer Type

Base, Consumption & Demand Charges (Amount, Percent)



Although the customer base is primarily residential, over 30% of the utility revenue comes from commercial billings.

Residential

The Minnesota Legislature requires a conservation rate structure for all metropolitan area public water suppliers, who serve more than 1,000 people. The Department of Natural Resources has provided further guidance that an increasing tiered rate means that there is a significant increase between the tiers to encourage conservation, or at least 25% cost increase between the first two tiers and at least 50% more between the last two. The current and recommended rate structures are in compliance with these guidelines.

With a three-tiered rate system, a typical resident will pay more for water used for irrigation than water used in daily activities. The purpose of a tiered rate system is:

1. To promote conservation.
2. To allocate costs appropriately, based on demand. Cities construct water systems to meet the capacity of peak watering days in the heat of the summer. A tiered rate structure charges more per gallon for peak use, thereby allocating the cost of over-sizing the system for peak days to peak users.

Consumption fees account for nearly 78.3% of the **residential** billings, with the remaining 21.7% coming from the base charges. Residential consumption fees total approximately \$3.5 million per year, while base charges bring in over \$900 thousand.

Commercial

The average annual commercial consumption over the past three years (2012-2014) was 731,260,858 gallons. Commercial businesses, industrial, and institutional organizations are included in this category. This category represents 22.8% of the City's total water consumption.

Consumption fees account for nearly 68.3% of **commercial** billings, base charges account for 2.2%, and demand charges account for the remaining 29.5%. Commercial base and demand charges average approximately \$650,000 per year through 2025.

The following table shows the top 10 commercial water users which account for 20.0% of the total commercial consumption and 4.6% of the total residential and commercial consumption.

Company	2014 Consumption in Gallons
Minntech Corp	37,429,010
Boston Scientific Scimed Inc	14,208,000
Regency Plymouth Ventures	13,544,000
Plymouth Business Center II	12,583,800
Lifetime Fitness Inc	12,562,070
Hennepin County	9,970,000
TACPOR dba Creganna-Taxtx Med	9,381,700
Honeywell	8,433,100
Independent School District #284	8,158,000
AGA Medical Corp	8,136,379

In addition to the consumption fees, commercial users also have a base charge (same as residential), as well as a demand charge based on meter size.

The following chart breaks down commercial consumption by size and type of meter.

Commercial Consumption						
2014						
	Billing	Total	Minimum	Maximum	Average	Median
	Count	Consumption				
1 1/2" meter	335	113,493,114	150	900,760	33,166	16,000
2" meter	161	97,381,835	470	1,757,000	60,750	26,000
3" meter	60	84,866,931	200	2,127,000	154,023	67,000
4" meter	22	98,845,245	100	5,259,230	427,901	232,000
6" meter	3	18,120,400	10,000	1,651,000	584,529	508,400
Regular meter	252	51,210,841	10	577,900	18,779	4,050
Irrigation	387	208,565,838	10	2,422,000	103,097	61,000
		<u>672,484,204</u>	<u>10,940</u>	<u>14,694,890</u>	<u>1,382,245</u>	<u>914,450</u>

Irrigation accounted for 31% of total commercial consumption in 2014, a decrease of approximately 5.0% and 11.0% from 2013 and 2012, respectively.

Current Water Rate Structure

The current billing structure is tiered based on consumption for residential and type of consumption for commercial, with rates per 1,000 gallons as follows:

2015			
	Rate / 1,000 gal.	Regular Meter	Irrigation-only Meter
Residential	1.37	up to 12,500 gallons	N/A
	1.72	12,501 to 35,000 gallons	up to 35,000 gallons
	2.96	> 35,000 gallons	> 35,000 gallons
Commercial	1.63	All regular usage	N/A
	2.04	N/A	All irrigation usage
Base Charge	3.79	All regular usage	All irrigation usage

Proposed Water Rate Structure

Based on the projections in Appendix C-1, increases are necessary in the water utility. The proposed rates are illustrated in the chart below.

	Current 2015	Proposed Residential Rates <i>per 1,000 gallons</i>				
		3.50% 2016	3.50% 2017	3.50% 2018	3.50% 2019	3.50% 2020
<i>in gallons</i>						
0 to 12,500	\$1.37	\$1.42	\$1.47	\$1.52	\$1.57	\$1.63
12,501 to 35,000	1.72	1.78	1.84	1.91	1.97	2.04
>35,000	2.96	3.06	3.17	3.28	3.40	3.52
		<i>per month</i>				
Base Charge	\$3.79	\$3.92	\$4.06	\$4.20	\$4.35	\$4.50

		Change in Residential Rates <i>per 1,000 gallons</i>				
		2016	2017	2018	2019	2020
<i>in gallons</i>						
0 to 12,500		\$0.05	\$0.05	\$0.05	\$0.05	\$0.06
12,501 to 35,000		0.06	0.06	0.06	0.07	0.07
>35,000		0.10	0.11	0.11	0.11	0.12
		<i>per month</i>				
Base Charge		\$0.13	\$0.14	\$0.14	\$0.15	\$0.15

The effect of these rate increases on customers, by various consumption level is as follows:

Consumption Level	Gallons per Month	Current	Proposed Residential Charges by Consumption Level				
		2015	<i>per customer, per month</i>				
			3.50% 2016	3.50% 2017	3.50% 2018	3.50% 2019	3.50% 2020
Light	5,000	\$10.64	\$11.01	\$11.40	\$11.80	\$12.21	\$12.64
Average	12,500	20.92	21.65	22.40	23.19	24.00	24.84
Above Avg	25,000	42.42	43.90	45.44	47.03	48.67	50.38
Heavy	45,000	89.22	92.34	95.57	98.91	102.38	105.96

Note: Projections are based on proposed increases to base charges and consumption rates.

Consumption Level	Gallons per Month	Change in Residential Charges by Consumption Level				
		<i>per customer, per month</i>				
		2016	2017	2018	2019	2020
Light	5,000	\$0.37	\$0.39	\$0.40	\$0.41	\$0.43
Average	12,500	0.73	0.76	0.78	0.81	0.84
Above Avg	25,000	1.48	1.54	1.59	1.65	1.70
Heavy	45,000	3.12	3.23	3.34	3.46	3.58

	Current	Proposed Commercial Rates				
	2015	<i>per month</i>				
		3.50% 2016	3.50% 2017	3.50% 2018	3.50% 2019	3.50% 2020
Consumption Fees	\$1.63	\$1.69	\$1.75	\$1.81	\$1.87	\$1.94
Irrigation Fees	2.04	2.11	2.19	2.26	2.34	2.42
Base Charge	3.79	3.92	4.06	4.20	4.35	4.50
Demand Charges						
1 1/2" meter	\$47.17	\$48.82	\$50.53	\$52.30	\$54.13	\$56.02
2" meter	70.76	73.24	75.80	78.45	81.20	84.04
3" meter	147.41	152.57	157.91	163.44	169.16	175.08
4" meter	235.88	244.14	252.68	261.52	270.68	280.15
6" meter	471.76	488.27	505.36	523.05	541.36	560.30

	Current	Change in Commercial Rates				
		<i>per month</i>				
		2016	2017	2018	2019	2020
Consumption Fees		\$0.06	\$0.06	\$0.06	\$0.06	\$0.07
Irrigation Fees		0.07	0.07	0.08	0.08	0.08
Base Charge		0.13	0.14	0.14	0.15	0.15
Demand Charges						
1 1/2" meter		\$1.65	\$1.71	\$1.77	\$1.83	\$1.89
2" meter		2.48	2.56	2.65	2.75	2.84
3" meter		5.16	5.34	5.53	5.72	5.92
4" meter		8.26	8.54	8.84	9.15	9.47
6" meter		16.51	17.09	17.69	18.31	18.95

The effect of these rate increases on customers, by average consumption at each meter size is as follows:

Meter Size	Average Gallons per Month	Current	Proposed Commercial Charges by Meter Size				
		2015	<i>per customer, per month</i>				
			3.50%	3.50%	3.50%	3.50%	3.50%
			2016	2017	2018	2019	2020
Regular meter ¹	18,779	\$34.40	\$35.60	\$36.85	\$38.14	\$39.47	\$40.86
1 1/2" meter	33,166	105.02	108.70	112.50	116.44	120.51	124.73
2" meter	60,750	173.57	179.65	185.94	192.44	199.18	206.15
3" meter	154,023	402.26	416.34	430.91	445.99	461.60	477.76
4" meter	427,901	937.15	969.95	1,003.90	1,039.03	1,075.40	1,113.04
6" meter	584,529	1,428.33	1,478.32	1,530.07	1,583.62	1,639.04	1,696.41

¹Regular meter does not have a demand charge.

Note: Projections are based on proposed increases to base charges, consumption rates and demand charges.

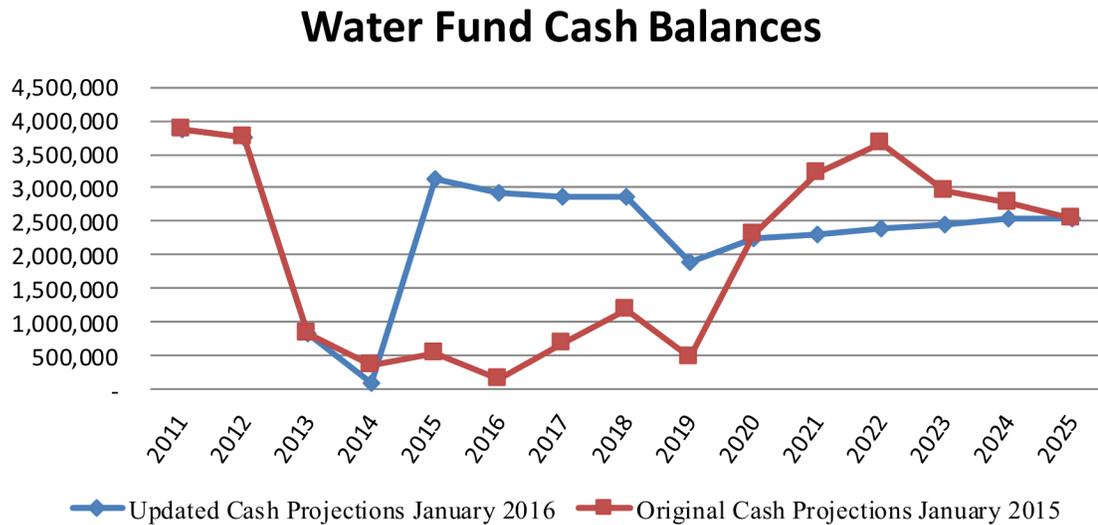
Meter Size	Average Gallons per Month	Change in Commercial Charges by Meter Size				
		<i>per customer, per month</i>				
		2015	2016	2017	2018	2019
Regular meter	18,381	\$1.20	\$1.25	\$1.29	\$1.33	\$1.38
1 1/2" meter	34,057	3.68	3.80	3.94	4.08	4.22
2" meter	59,020	6.08	6.29	6.51	6.74	6.97
3" meter	161,036	14.08	14.57	15.08	15.61	16.16
4" meter	396,704	32.80	33.95	35.14	36.37	37.64
6" meter	503,843	49.99	51.74	53.55	55.43	57.37

Summary

The Water fund had an estimated cash balance of \$3,825,170 as of 12/31/15.

To maintain cash balances in the Water fund at the target reserve (see page 19), the Water fund receives a cash transfer to or from the Water Sewer Replacement fund as needed. A transfer to the Water fund is necessary in 2015 because actual revenue ended at approximately \$600 thousand less than the three year average of approximately \$5.6 million due to the fluctuation in weather conditions. The majority of this reduction in consumption is due to a decrease in irrigation usage due to unusually high amounts of rainfall in 2014 and 2015. Remaining variances are outlined on the next page. Despite these factors, proposed water rates remain consistent with the previous study.

The following graph shows the trend for the estimated cash balances with comparisons to the previous study (see Appendix C-1):



The variances in the projected balances are due to:

- Cash transfers to meet projected target reserves.
- Delaying the Zachary water tower painting project two years to devote staff time to the meter replacement project.
- Zachary and Central water tower project costs are adjusted by \$780,000 and \$370,000, respectively, to reflect updated estimates and for a new legislatively authorized contracting program that staff is proposing to utilize. This program allows municipalities to solicit proposals and enter into a multi-year professional service contract for the engineering, repair, and maintenance of a water storage facility. Staff is proposing a term of 10 years for both towers.
- Projection of newly identified equipment purchases of \$123,000 in 2016. This equipment consists of a Valve Exerciser/Vactor Unit, a Hydrant Maintenance Truck and an Aerial Lift. A Tandem Axle Truck is also scheduled each year, 2016 and 2017, at \$60,000 and \$61,000, respectively.
- Replacing failing equipment at Zachary water treatment plant of \$143,000 in 2016 and \$40,000 in 2017.
- Increasing the work scope of street reconstruction projects by \$355,000 in 2016 and \$390,000 in 2017.
- Adjustment of growth expectations based on updated data from Community Development.
- Adjusting consumption charges based on the most current three year average. This three year average is less than the previous three year average because of the decreased consumption in 2014 as noted in the Summary section above.
- Adding placeholder projects in the outer years.

Sanitary Sewer Utility

The City of Plymouth participates in the Metropolitan Council Environmental Services (MCES) sanitary sewer system. The City is responsible for the sewer collection system within the city limits and then pays MCES disposal fees for treatment. Currently, these fees comprise approximately 62% of the sewer utility’s operating expenses, depreciation accounts for 14%, and operational costs controlled by the City are the remaining 24%.

Current Sewer Rate Structure

The primary source of funding for the sewer utility fund is consumption fees.

Sewer consumption fees are set at a single-rate structure, which includes a base fee of \$5.48 per month plus a consumption fee of \$3.22 per 1,000 gallons for commercial and residential. The base fee helps cover the costs of expenses incurred regardless of consumption, such as the utility billing process and staff, while the consumption fees are primarily to cover the costs of maintenance and improvements to the existing system.

Senior Discount

Historically, a discounted consumption fee of 10% has been offered to residents who are 62 years of age or older, homesteaded in the property, and the utility account is in the individuals’ name. Currently, 2,549 take advantage of the discount; a reduction of approximately 250 due to residents moving out of their qualifying home. The total discount received by all customers in 2014 was approximately \$37,500. This program does not allow any future enrollment in order to phase out the discount. The primary reason for this change is that the program does not provide a benefit to all Plymouth residents; it targets a small population of the City, does not incent conservation, and adds to administrative costs for the City.

Proposed Sewer Rate Structure

Based on the projections in Appendix C-2, increases are needed in the sewer utility. With conservation already encouraged with a tiered residential water rate structure, it is not necessary to convert sewer rates to a tiered system. The proposed rates are illustrated in the chart below.

	Current 2015	Proposed Rates (All users)				
		2016	2017	2018	2019	2020
base fee	\$5.48	\$5.75	\$6.07	\$6.43	\$6.82	\$7.20
per 1,000 gallons	3.22	3.38	3.57	3.78	4.01	4.23

		Change in Rates (All users)				
		2016	2017	2018	2019	2020
base fee		\$0.27	\$0.32	\$0.36	\$0.39	\$0.38
per 1,000 gallons		0.16	0.19	0.21	0.23	0.22

The impact of the increases is summarized by various consumption levels in the following chart.

Consumption Level	Gallons per Month	Current 2015	Proposed Charges by Consumption Level (All users) <i>per customer, per month</i>				
			5.00% 2016	5.50% 2017	6.00% 2018	6.00% 2019	5.50% 2020
Light	4,260	\$19.20	\$20.16	\$21.27	\$22.54	\$23.89	\$25.21
Average	5,235	22.34	23.45	24.74	26.23	27.80	29.33
Above Avg	6,210	25.48	26.75	28.22	29.91	31.71	33.45

Note: Projections are based on proposed increases to base charges and consumption rates.

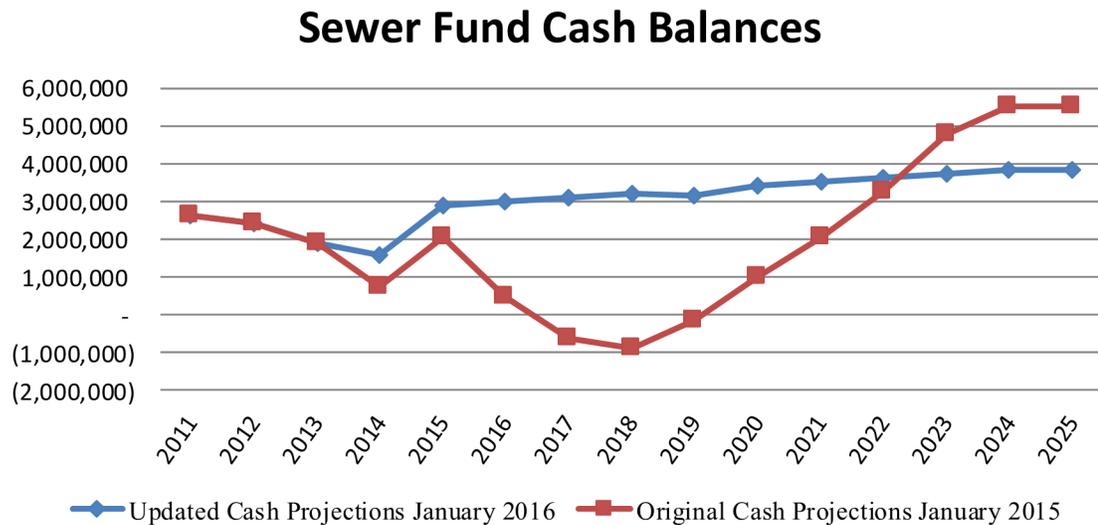
Consumption Level	Gallons per Month		Change in Charges by Consumption Level (All users) <i>per customer, per month</i>				
			2016	2017	2018	2019	2020
Light	4,260		\$0.96	\$1.11	\$1.28	\$1.35	\$1.31
Average	5,235		1.12	1.29	1.48	1.57	1.53
Above Avg	6,210		1.27	1.47	1.69	1.79	1.74

Summary

The Sewer fund had an estimated cash balance of \$3,399,862 as of 12/31/15. One of the goals of completing a utility study is to ensure appropriate cash balances are available.

To maintain cash balances in the Sewer fund at the target reserve (see page 19), the Sewer fund receives a cash transfer to or from the Water Sewer Replacement fund as needed. A transfer from the Water Sewer Replacement fund is necessary in 2015 due to the decrease in water consumption noted in the Water Utility section. This transfer is also necessary due to the annual evaluation of construction projects, the change in administrative allocations, and the higher than projected rate increase in contractual services as described in the variance analysis below. Proposed sewer rates remain consistent with the previous study, however cash projections vary due to the items listed in the next section.

The following graph shows the trend for the estimated cash balances with comparisons to the previous study (see Appendix C-2):



The variances in the projected balances are due to:

- Cash transfers to meet projected target reserves.
- Planning for additional equipment at the larger lift stations of \$110,000 in 2016 and \$55,000 in 2017.
- Adding fiber optic cable connections to the Bass Lake lift station for \$115,000 in 2017.
- Projection of newly identified Tandem Axle Truck purchases of \$50,000 in 2017 and 2018.
- Increasing the work scope of street reconstruction projects by \$20,000 in 2017.
- Increase of approximately \$113,000 per year in allocations for administrative support costs identified in the methodology change during the budget process.
- Increasing contractual services by 2.9% from the previous study to include a higher than projected rate increase of 5.4% from Metropolitan Council and 0.5% from other contractual services. This increase is an average of \$330,000 per year.
- Adjustment of growth expectations based on updated data from Community Development.
- Adjusting consumption charges based on the most current three year average.
- Adding placeholder projects in outer years.
- This study reflects adjusted timing of the Greentree West Lift Station, the 15th Ave/Pineview Lane Sewer Replacement, and the Bass Lake Plaza Lift Station projects by one year. The Autumn Hills Lift Station abandonment project was adjusted by three years. Project costs remain the same as in the 2016-2020 Capital Improvement Program.

Water Sewer Replacement Fund

The Water Sewer Replacement fund is used to replace and repair existing infrastructure and equipment of the Water and Sewer funds. As cash balances of the Water and Sewer funds exceed target reserves (see page 19), cash is transferred to the Water Sewer Replacement fund. Cash is transferred to the Water and Sewer funds when cash falls short of the targeted reserves. The cash balance as of 12/31/2015 is \$9.9 million.

Historically, for cash flow purposes, the Water Sewer Replacement fund has held the receivables for street project special assessments. Going forward, these receivables will be held in the Utility Trunk fund as this fund has less transactional activity impacting cash flow. The Water Sewer Replacement fund and the Trunk fund are included in utilities, which are combined and reported as one enterprise fund in the City's Comprehensive Annual Financial Report (CAFR). Therefore, this change will impact cash balances between the two funds, but will not have an impact on overall reporting.

As indicated in the previous study, the Water Sewer Replacement reserves will be used to fund the water meter replacement project. The updated estimate as presented to Council is \$5.6 million and is reflected in this study. The Water and Sewer funds are expected to see additional revenue due to the increased accuracy of the meters. The Water and Sewer funds consumption revenue is anticipated to increase 5%, a conservative estimate, and is expected to recover the project cost over a 10 year period.

It is anticipated that the Water Sewer Replacement fund reserves will be sufficient to cash flow projects without the need to bond. However, due to the significant amount of capital needs scheduled in the next five years, a significant amount of the cash reserves will be used. Reserves are projected to build beginning in 2020. Cash balances will be monitored and timing of these projects will be adjusted to ensure sufficient cash balances are available.

The cash flow of the Water Sewer Replacement fund is combined with that of the Water and Sewer funds (Appendix C-3).

Water Resources

This fund is used to account for resources used to administer the City’s surface water plan, erosion control, wetland regulations, and environmental programs including planning, projects, and maintenance.

Current Water Resources Rate Structure

The primary source of funding for the water resources fund is surface water fees. The fee helps cover the costs incurred for the utility billing process, staff, and maintenance and improvements to the existing system.

In 2015, surface water fees are set at a single-rate structure of \$5.30 per month for residential, \$17.60 per acre per month for multi-family residential, and \$38.05 per acre per month for commercial.

Proposed Water Resources Rate Structure

Based on the projections in Appendix C-4, increases are needed to maintain adequate reserves in the water resources utility. The proposed rates are illustrated in the chart below.

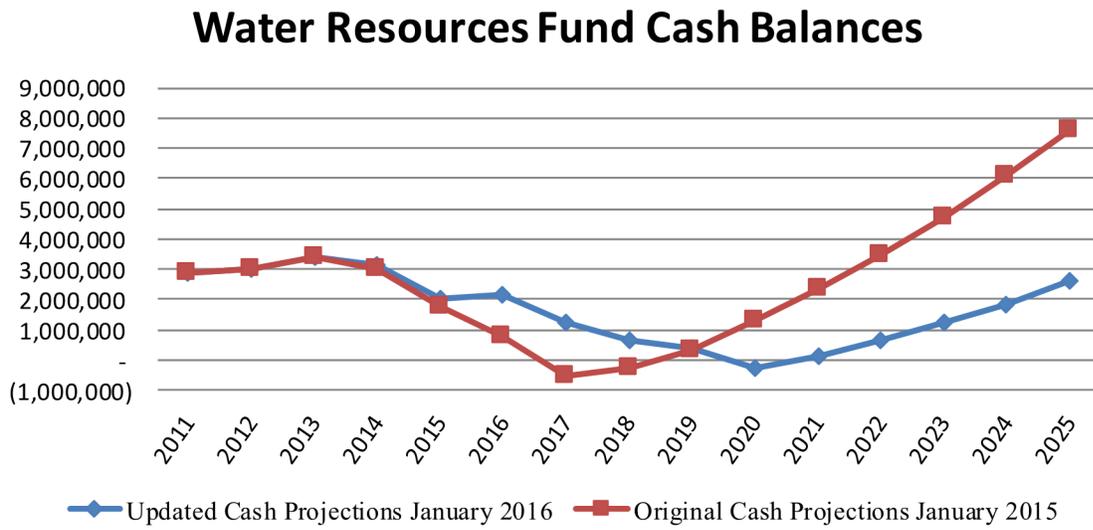
	Current 2015	Proposed Rates (All users) <i>per month</i>				
		6.0% 2016	6.0% 2017	6.0% 2018	6.0% 2019	4.0% 2020
Residential	\$5.30	\$5.62	\$5.96	\$6.31	\$6.69	\$6.96
		<i>per acre, per month</i>				
Multi-Family Residential	17.60	18.66	19.78	20.96	22.22	23.11
Commercial	38.05	40.33	42.75	45.32	48.04	49.96

		Change in Rates (All users)				
		2016	2017	2018	2019	2020
Residential		\$0.32	\$0.34	\$0.36	\$0.38	\$0.27
Multi-Family Residential		1.06	1.12	1.19	1.26	0.89
Commercial		2.28	2.42	2.57	2.72	1.92

Summary

The Water Resources fund had a cash balance of \$3,000,527 as of 12/31/15. Due to the anticipation of major capital projects in the Water Resources Fund, cash balances will be monitored. Grant funding is anticipated to fund a few of these projects. If the grant funding is not available and if cash reserves are not sufficient, the projects will be delayed until one or the other becomes available. There are three projects that may be funded by an external source, however, reimbursement is uncertain at this time. To be conservative, these projects are included in the study with the assumption that external funding is not available. Proposed surface water fees remain consistent with the previous study.

The following graph shows the trend for the estimated cash balances with comparisons to the previous study (see Appendix C-4):



Projections are consistent with the previous study with a slight variance due to updated construction estimates.

Solid Waste Management

The solid waste management fund provides collection services for various recyclable materials. Solid waste expenditures are primarily costs for curbside collection.

Current Solid Waste Rate Structure

The primary source of funding for the solid waste management fund is recycling fees.

Solid Waste Management recycling fees are set at a single-rate structure of \$1.75 per customer per month. The fee helps cover the costs incurred for the utility billing process, staff, and service contract expense.

Proposed Solid Waste Rate Structure

Based on the projections in Appendix C-5, increases are needed to maintain adequate reserves in solid waste management. The proposed rates are illustrated in the chart below.

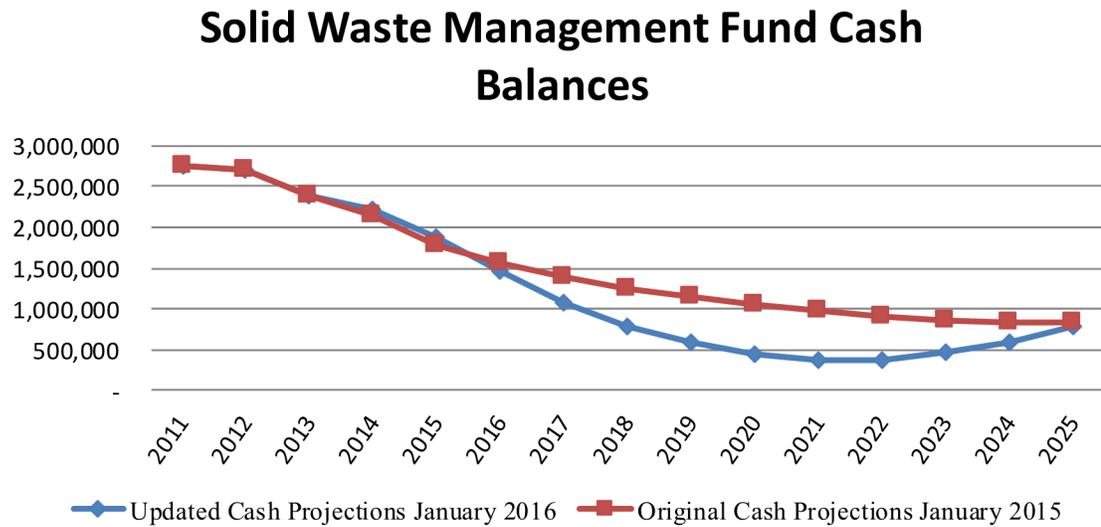
	Current	Proposed Rates (All users)				
		\$0.25	\$0.25	\$0.35	\$0.35	\$0.35
	2015	2016	2017	2018	2019	2020
City Fee	\$1.75	\$2.00	\$2.25	\$2.60	\$2.95	\$3.30
Allied Waste Contract	\$2.67	\$2.73	\$2.78	\$2.84	N/A	N/A

	Change in Rates (All users)				
	2016	2017	2018	2019	2020
City Fee	\$0.25	\$0.25	\$0.35	\$0.35	\$0.35

Summary

The Solid Waste Management fund had an estimated cash balance of \$1,890,888 as of 12/31/15. The Solid Waste Management program has been subsidized by fund balance throughout the years resulting in depleting cash reserves. In the previous study, staff proposed rate increases of \$0.25 in 2015-2018 and \$0.15 thereafter. In this study, staff recommends an additional increase of \$0.10 beginning in 2018 to maintain positive cash balances. The revenue from recyclables was eliminated from the projection to provide the most conservative estimate due to the uncertainty of the recyclables market. Rate increases will be evaluated if there is a shift in the market.

The following graph shows the trend for the estimated cash balances with comparisons to the previous study (see Appendix C-5):



The variances in the projected balances are due to:

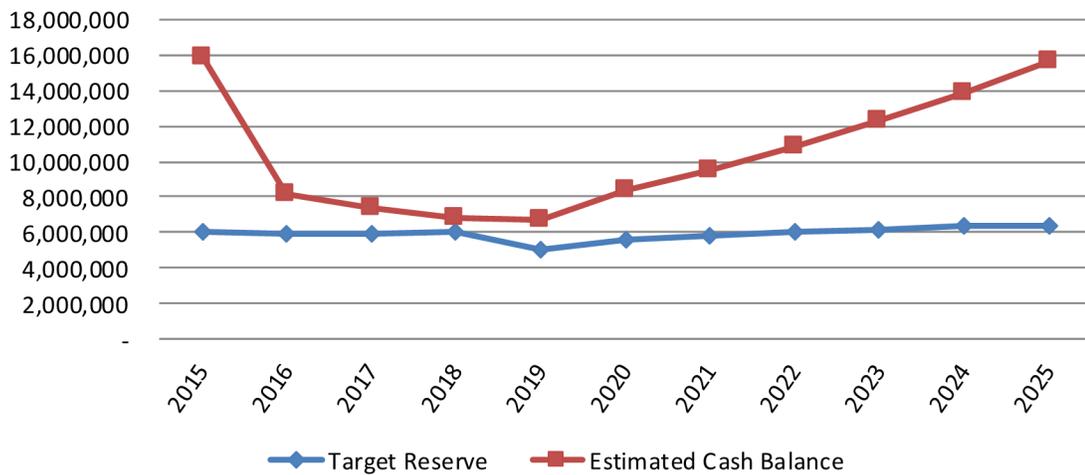
- Eliminating the revenue sharing of the sale of recyclables of approximately \$65,000 per year beginning in 2016 due to the volatility in the market.
- Increase of approximately \$51,000 per year in allocations for administrative support costs identified in the methodology change during the budget process.
- A reduction of \$58,000 in county grant assistance due to uncertainty surrounding organics recycling. The projection increases in 2019 because the county distributes funding after evaluating program participation.
- Adjustment of growth expectations based on updated data from Community Development.

Target Cash Reserves

One of the goals of completing a utility study is to identify appropriate cash balances. A reserve is used to accommodate fluctuations in revenue and expense due to weather and unforeseen events and to provide funding in the CIP for replacement needs, and for unexpected repairs. A reserve helps minimize the reliance on debt and allows for a more stable rate structure over time.

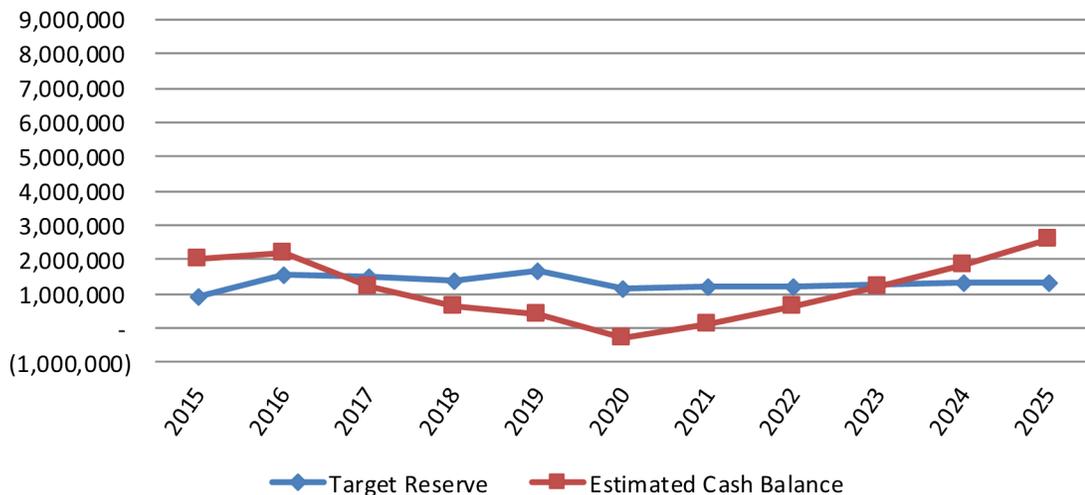
The City’s target reserve is to have an amount equal to three months of operating expenses (without depreciation), 100% of the following year's debt service, and 50% of the following year's capital costs. The following graphs show the trend for the estimated cash balances compared to suggested target reserves for each of the four funds reviewed in this study.

Water/Sewer/Water Sewer Replacement Funds Reserves

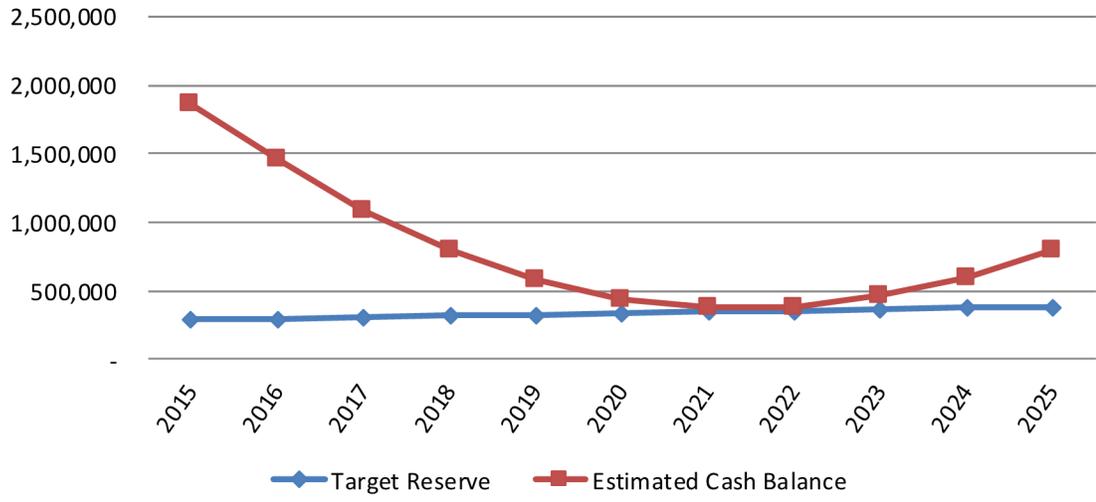


There is a decrease in estimated cash in 2016 due to the water meter replacement project of \$5.6 million and projected transfers for other capital needs.

Water Resources Fund Reserves



Solid Waste Management Fund Reserves



Conclusion

The City of Plymouth has managed its utility funds well, and as a result, has been able to fund almost all improvements with cash. The rate study indicates that future increases are necessary to support capital needs, maintain positive cash balances, and ensure long-term stability.

The results of this analysis conclude that the recommended rate increases should reduce the need to issue debt. Cash reserves are significantly reduced for a five year period of this study. Staff is cautious to increase rates beyond what is recommended as reserves begin to build after five years to support future capital needs. In addition, as the City nears full development, additional reserves may become available from the Utility Trunk fund.

The utility fund balances will be reviewed annually to determine whether the available cash is sufficient to cover upcoming capital and operational expenses, to identify potential shortages early and reevaluate the option to issue new debt. We acknowledge that future trends may vary from assumptions made in this study and therefore recommend regular updates and adjustments if necessary.

Appendix A	Comparisons to Other Cities' Rates
Appendix B	Historical Consumption Trends
Appendix C	Water, Sewer, Water Resources, and Solid Waste Management Utility Projections
Appendix D	Target Reserve Projections
Appendix E	Capital Improvement Plans for Water, Sewer, and Water Resources

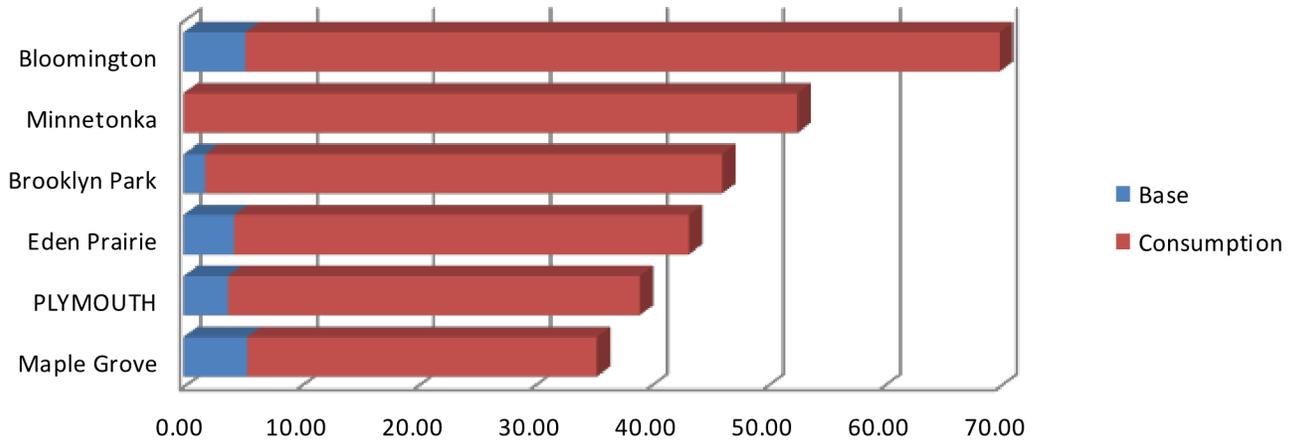
Appendix A Comparisons to Other Cities' Rates

The graphs below compare monthly water sewer charges based on 2015 rates and 20,000 gallons per month.

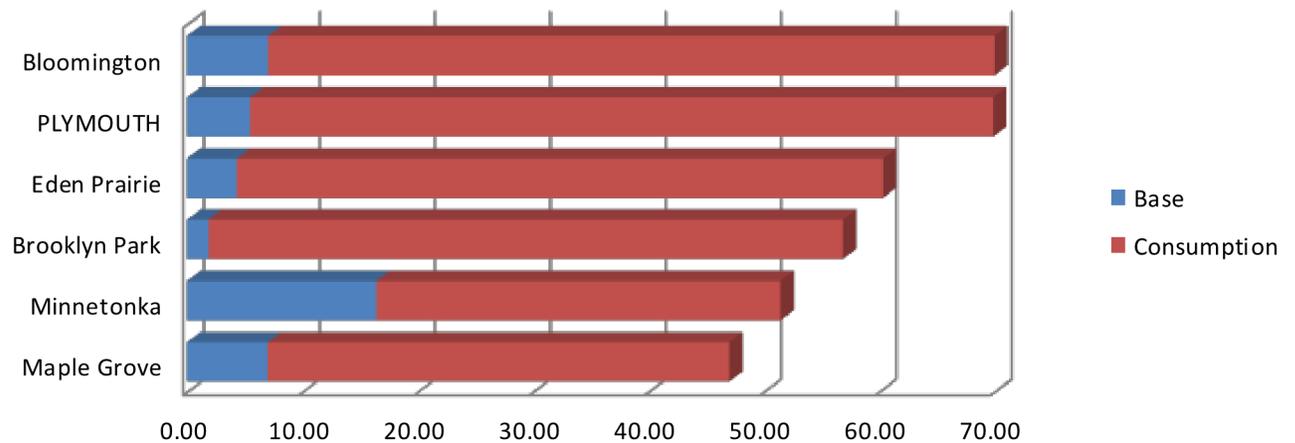
	Water		Sewer		Surface Water	Recycling	Total
	Base	Consumption	Base	Consumption			
Bloomington	4.94	56.76	6.16	55.44	5.47	2.49	131.26
Plymouth	3.59	33.46	5.14	60.40	5.00	1.50	109.09
Eden Prairie ¹	4.10	38.00	4.10	52.00	7.00	0.00	105.20
Brooklyn Park	1.75	42.33	1.75	53.00	2.80	3.25	104.88
Minnetonka	0.00	45.31	14.00	29.80	5.93	3.50	98.54
Maple Grove	5.12	27.00	7.00	37.00	0.00	3.00	79.12

¹ Minimum usage for water and sewer of 4,000 gallons/mo.

Water Rate Comparison



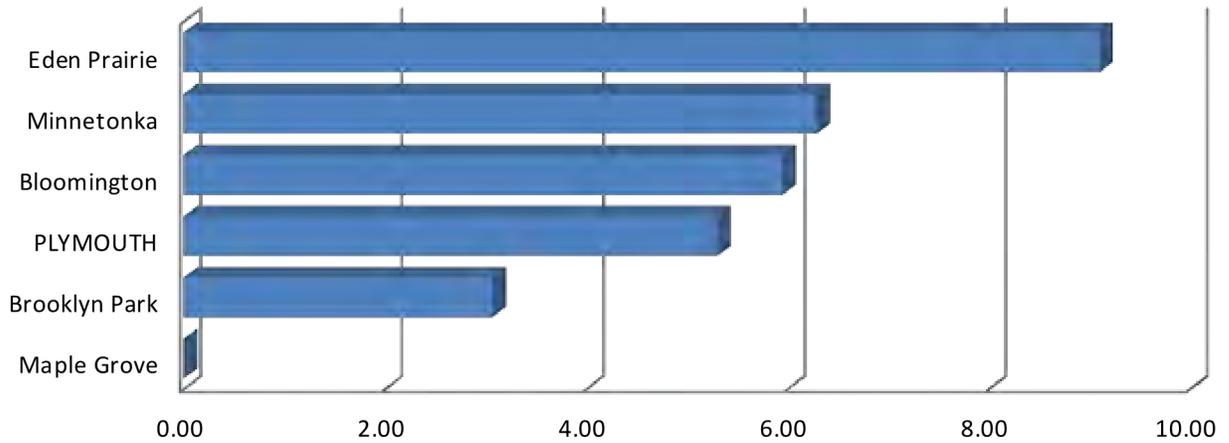
Sewer Rate Comparison



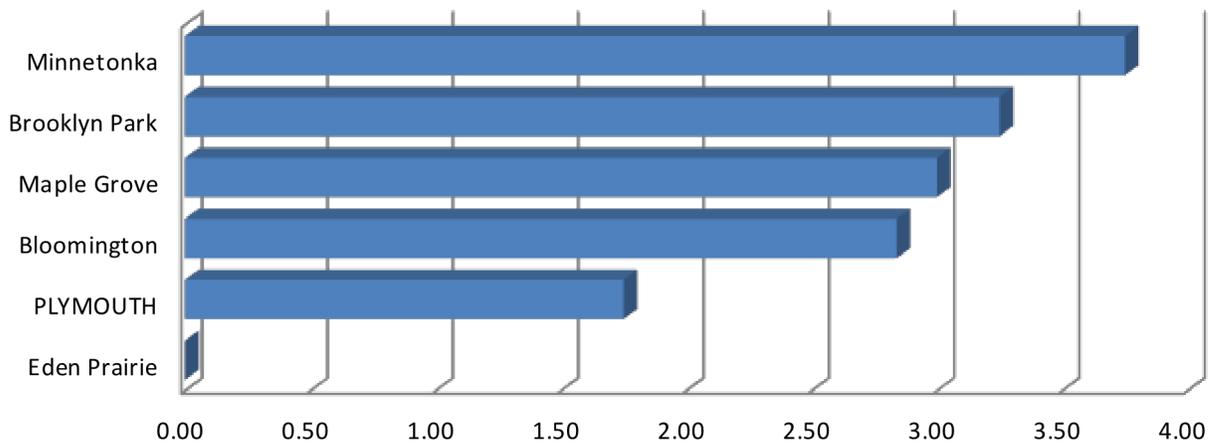
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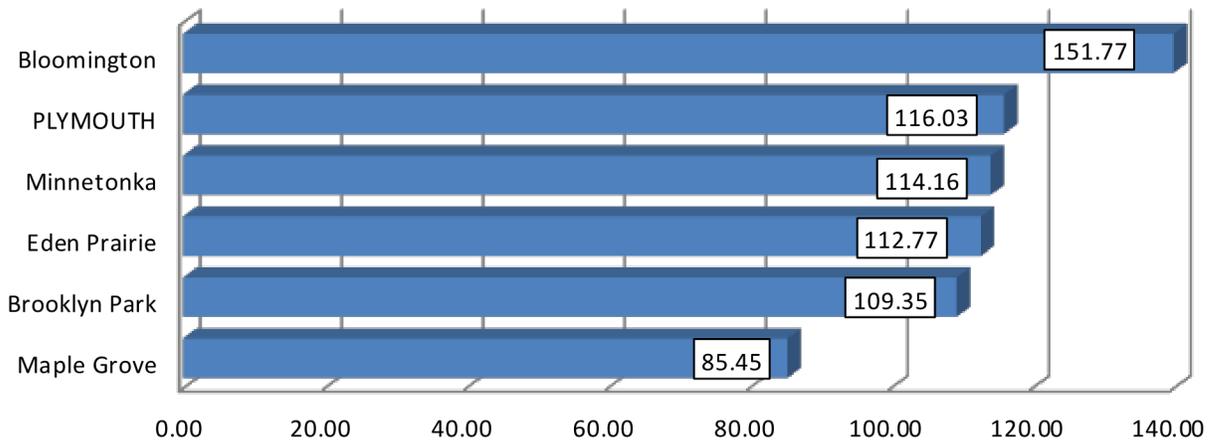
Surface Water Rate Comparison



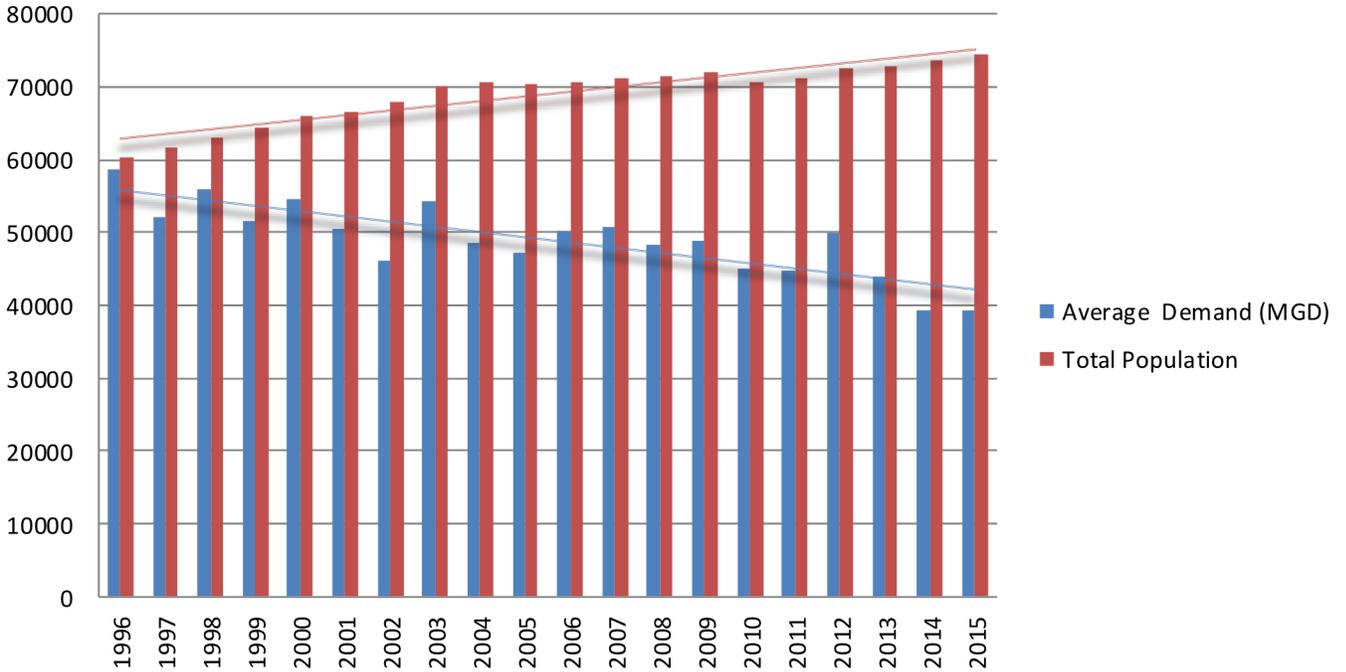
Recycling Rate Comparison



Total Bill Comparison

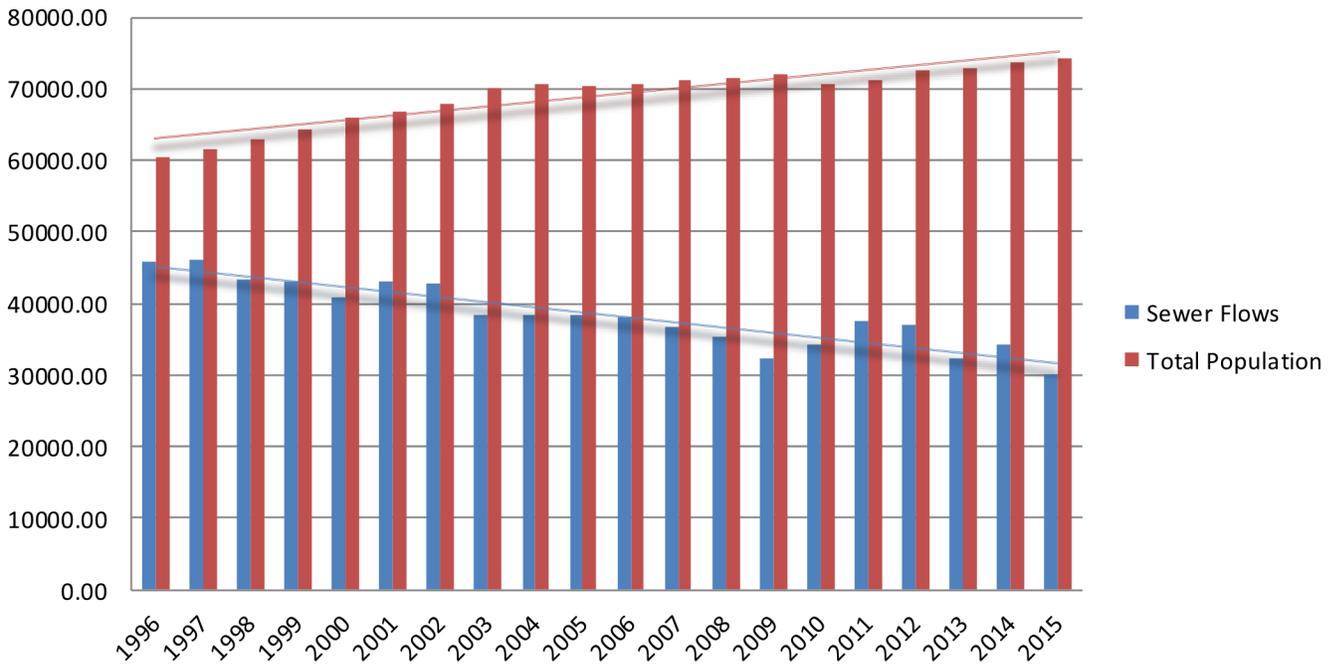


Annual Per Capita Water Demand (mg)

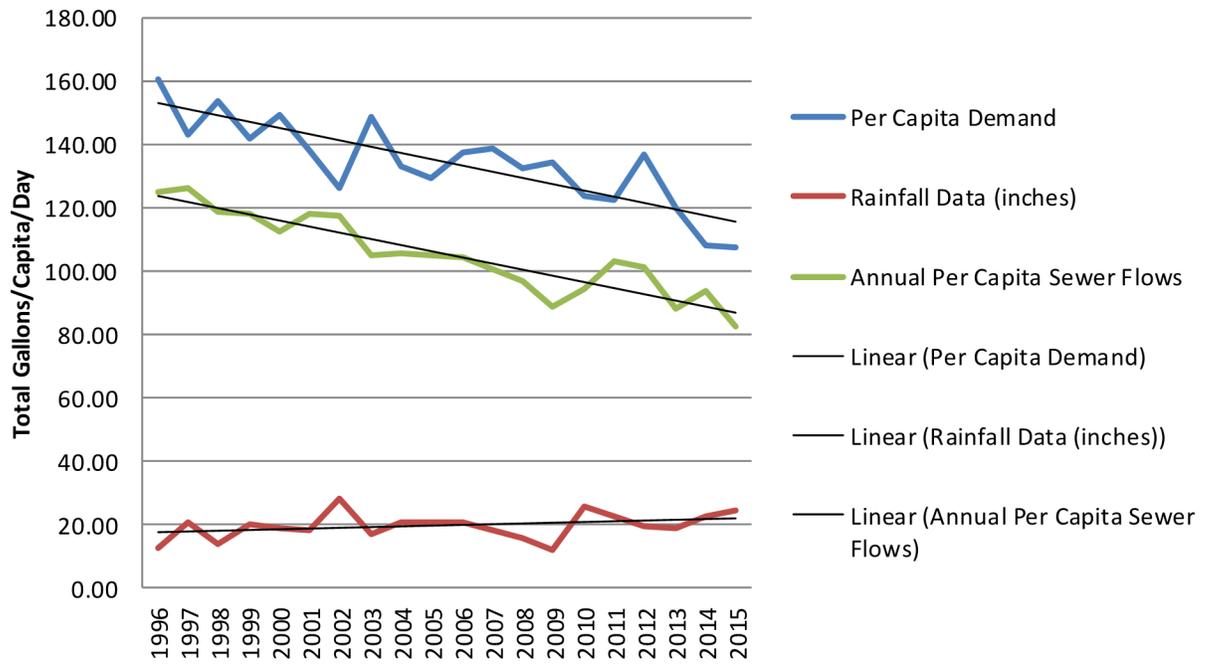


Water demand is declining at an average rate of approximately 1.75% per year.

Annual Per Capita Sewer Flows (mg)



Daily Per Capita Water Demand and Sewer Flows



City of Plymouth
Water Fund Performance

	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Revenue rate assumption	0.00%	3.50%	3.00%	2.50%	3.00%	3.50%	3.50%	3.50%	3.50%	3.50%	3.00%	3.00%	2.50%	2.50%	2.50%
2 Investment income yield						1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
3 Expense rate - personnel						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4 Expense rate - all other						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5															
6 <u>Operating Revenues</u>															
7 Water Utility Consumption Charges ¹	5,076,034	6,114,269	5,516,122	3,982,462	5,965,817	5,163,310	5,532,808	5,288,595	5,473,696	5,665,275	5,835,234	6,010,291	6,160,548	6,314,562	6,472,426
8 Water Utility Base Charges ¹				1,090,792	-	1,162,838	1,203,537	1,148,136	1,188,320	1,229,911	1,266,809	1,304,813	1,337,433	1,370,869	1,405,141
9 Demand Charges	437,397	451,773	467,363	484,921	465,971	496,676	514,060	567,379	587,237	607,791	626,024	644,805	660,925	677,448	694,384
10 Penalties ²	42,604	55,074	46,876	45,964	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
11 Fire Hydrant Inspection	54,915	54,845	55,020	55,160	60,000	62,100	64,274	66,524	68,852	71,262	73,400	75,602	77,492	79,429	81,415
12 Permits	12,304	13,961	19,714	15,944	7,980	8,259	8,548	8,847	9,157	9,477	9,762	10,054	10,306	10,563	10,828
13 Antennae Charges	126,930	112,865	121,255	128,719	123,110	139,877	144,382	149,435	154,666	160,079	164,881	169,828	174,073	178,425	182,886
14 Water Meter Sales	89,748	113,590	146,900	145,596	120,000	124,200	128,547	133,046	137,703	142,522	146,798	151,202	154,982	158,857	162,828
15 Other	39,124	21,696	16,474	16,138	16,000	-	-	-	-	-	-	-	-	-	-
Additional revenue - water meter replacement	-	-	-	-	-	-	166,261	172,080	178,103	184,336	189,866	195,562	200,451	205,463	210,599
17 Additional Revenue - new growth	-	-	-	-	-	-	-	135,055	174,728	209,778	245,874	268,599	291,046	314,448	338,838
18															
19 Total Operating Revenues	5,879,056	6,938,073	6,389,724	5,965,696	6,798,878	7,197,260	7,802,417	7,709,097	8,012,461	8,320,432	8,598,648	8,870,756	9,107,257	9,350,064	9,599,344
20															
21 <u>Operating Expenses</u>															
22 Personal Services ⁴	1,619,529	1,565,550	1,609,399	1,582,486	1,568,057	1,225,190	1,271,701	1,309,852	1,349,148	1,389,622	1,431,311	1,474,250	1,518,477	1,564,032	1,610,953
23 Materials & Supplies	758,103	808,044	855,012	811,504	1,029,400	916,100	841,100	866,333	892,323	919,093	946,665	975,065	1,004,317	1,034,447	1,065,480
24 Employee Development & Meetings	6,737	6,616	7,376	5,839	9,300	8,500	8,500	8,755	9,018	9,288	9,567	9,854	10,149	10,454	10,768
25 Dues & Subscriptions	3,437	3,242	3,492	2,741	5,000	5,000	5,000	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334
26 Contractual Services	1,458,465	1,656,804	1,855,997	1,922,814	2,508,129	2,654,100	2,654,400	2,734,032	2,816,053	2,900,535	2,987,551	3,077,177	3,169,492	3,264,577	3,362,515
27 Equipment	12,893	12,163	10,844	11,828	12,000	12,000	12,000	12,360	12,731	13,113	13,506	13,911	14,329	14,758	15,201
28 Other Expenses	3,057	1,900	845	850	2,000	26,926	41,002	42,232	43,499	44,804	46,148	47,533	48,959	50,427	51,940
29 Depreciation	2,660,919	2,798,021	2,901,817	3,096,050	3,140,000	2,740,000	2,410,000	2,400,000	2,410,000	2,330,000	2,300,000	2,210,000	2,190,000	2,180,000	2,090,000
30 Allocations ⁵	423,347	330,602	329,777	425,159	435,354	746,540	767,851	790,887	814,613	839,052	864,223	890,150	916,854	944,360	972,691
31															
32 Total Operating Expenses	6,946,487	7,182,942	7,574,559	7,859,271	8,709,240	8,334,356	8,011,554	8,169,601	8,352,689	8,450,969	8,604,598	8,703,736	8,878,548	9,069,205	9,185,881
33															
34 <i>Net Operations</i>	(1,067,431)	(244,869)	(1,184,835)	(1,893,575)	(1,910,362)	(1,137,096)	(209,137)	(460,504)	(340,228)	(130,537)	(5,951)	167,019	228,708	280,859	413,463
35															
36 <u>Non operating revenues (expenses)</u>															
37 Interest on Investments	81,650	34,853	67,349	59,779	25,000	15,000	15,000	28,726	28,630	18,929	22,514	23,190	23,887	24,611	25,346
38 Interest on Special Assessments	5,004	4,138	4,738	3,842	-	-	-	-	-	-	-	-	-	-	-
39 Intergovernmental	10,000	10,000	13,411	(428)	-	-	-	-	-	-	-	-	-	-	-
40 Assessments	-	7,630	-	-	-	-	-	-	-	-	-	-	-	-	-
41 Sale of Assets	-	406	414	-	-	-	-	-	-	-	-	-	-	-	-
42 Capital contributions ³	4,190,311	1,347,864	1,968,533	1,609,910	1,600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
43 Administrative fee	-	-	130,365	18,707	66,500	16,000	16,000	39,513	35,709	36,202	67,528	69,554	71,640	73,789	76,003
44 Debt Service - Interest	(299,173)	(374,190)	(352,251)	(134,121)	(126,050)	(60,194)	(31,318)	(45,000)	(15,075)	-	-	-	-	-	-
45 Transfers In (Out)															
46 Water Sewer Construction	(215,163)	(600,904)	1,091,644	34,930	-	-	-	-	-	-	-	-	-	-	-
47 Central Equipment	-	(5,127)	(138,008)	(3,000)	-	-	-	-	-	-	-	-	-	-	-
48 General ⁵	(82,567)	(82,567)	(82,567)	(82,567)	(82,567)	-	-	-	-	-	-	-	-	-	-
49 Water Resources	-	(3,143)	-	-	-	-	-	-	-	-	-	-	-	-	-
50 General Capital Projects	-	(3,628)	-	-	-	-	-	-	-	-	-	-	-	-	-
51 Improvement Project Construction	(626,789)	(197,736)	(919,986)	(708,103)	-	-	-	-	-	-	-	-	-	-	-
52 Information Technology	(10,000)	(2,500)	-	(10,400)	-	-	-	-	-	-	-	-	-	-	-
53 Risk Management	(41,785)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
54															
Total non operating revenue (expenses)	3,011,488	135,096	1,783,642	788,549	1,482,883	570,806	599,682	623,239	649,264	655,131	690,042	692,743	695,527	698,400	701,349
55															
56															
57 Net increase (decrease) in resources	1,944,057	(109,773)	598,807	(1,105,026)	(427,479)	(566,290)	390,545	162,735	309,036	524,594	684,092	859,763	924,235	979,259	1,114,812

¹ Historically, base charges have been included as consumption revenue. These charges will be recorded separately in the future to allow for better analysis.

² Penalties estimated to remain stable.

³ Capital contributions have no impact on cash flow, therefore are estimated based on average history.

⁴ Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

⁵ General Fund transfer is not incorporated in allocations.

City of Plymouth
Water Fund Performance

	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
58 <i>CIP Funding</i>															
59 Current Year Capital	(1,062,401)	(1,546,479)	(3,391,573)	(1,066,021)	(1,705,500)	(1,491,000)	(1,075,750)	(790,263)	(714,173)	(724,048)	(1,350,554)	(1,391,071)	(1,432,803)	(1,475,787)	(1,520,061)
60 Bond Proceeds															
61 Bond Principal - 2004B/2012A Issue	(805,000)	(830,000)	(940,000)	(950,000)	(920,000)	(935,000)	(965,000)	(990,000)	(1,005,000)	-	-	-	-	-	-
62 Total Capital & Related Debt	(1,867,401)	(2,376,479)	(4,331,573)	(2,016,021)	(2,625,500)	(2,426,000)	(2,040,750)	(1,780,263)	(1,719,173)	(724,048)	(1,350,554)	(1,391,071)	(1,432,803)	(1,475,787)	(1,520,061)
63															
64 <i>Cash</i>															
65 Beginning Cash	4,799,737	3,868,548	3,741,458	828,519	91,036	3,140,057	2,934,767	2,872,562	2,863,034	1,892,897	2,251,443	2,318,981	2,388,672	2,461,105	2,534,577
66 Add net increase (decrease) in resources (56)					(427,479)	(566,290)	390,545	162,735	309,036	524,594	684,092	859,763	924,235	979,259	1,114,812
67 Add back depreciation (28)					3,140,000	2,740,000	2,410,000	2,400,000	2,410,000	2,330,000	2,300,000	2,210,000	2,190,000	2,180,000	2,090,000
68 Less capital contributions (41)					(1,600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)	(600,000)
69 Less capital and related debt principal(61)					(2,625,500)	(2,426,000)	(2,040,750)	(1,780,263)	(1,719,173)	(724,048)	(1,350,554)	(1,391,071)	(1,432,803)	(1,475,787)	(1,520,061)
70 Ending Cash	3,868,548	3,741,458	828,519	91,036	(1,421,943)	2,287,767	3,094,562	3,055,034	3,262,897	3,423,443	3,284,981	3,397,672	3,470,105	3,544,577	3,619,328
71 Transfer to/from Replacement Fund					4,562,000	647,000	(222,000)	(192,000)	(1,370,000)	(1,172,000)	(966,000)	(1,009,000)	(1,009,000)	(1,010,000)	(1,085,000)
72 Ending Cash	3,868,548	3,741,458	828,519	91,036	3,140,057	2,934,767	2,872,562	2,863,034	1,892,897	2,251,443	2,318,981	2,388,672	2,461,105	2,534,328	

City of Plymouth
Sewer Fund Performance

	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Revenue rate assumption	0.00%	2.00%	2.00%	2.00%	4.50%	5.00%	5.50%	6.00%	6.00%	5.50%	4.00%	4.00%	4.00%	4.00%	4.00%
2 Investment income yield						1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
3 Expense rate - personnel						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4 Expense rate - all other						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5															
6 <u>Operating Revenues</u>															
7 Sewer Utility Consumption Charges ¹	6,998,028	7,246,338	7,309,209	5,809,795	7,497,850	6,695,085	7,033,280	7,410,359	7,854,980	8,287,004	8,618,484	8,963,224	9,321,753	9,694,623	10,082,408
8 Sewer Utility Base Charges ¹				1,546,985		1,697,428	1,790,786	1,684,677	1,785,758	1,883,975	1,959,334	2,037,707	2,119,215	2,203,984	2,292,143
9 Penalties ²	67,112	64,492	61,677	65,827	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
10 Permits	11,255	12,919	17,895	16,016	8,000	8,400	8,862	9,394	9,957	10,505	10,925	11,362	11,817	12,289	12,781
11 Other	11,828	22,183	21,211	11,615	25,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Additional revenue - water meter															
12 replacement	-	-	-	-	-	-	349,545	370,518	392,749	414,350	430,924	448,161	466,088	484,731	504,120
13 Additional Consumption Charges- new grow	-	-	-	-	-	-	-	197,391	255,362	308,339	361,161	396,662	434,425	474,574	517,240
14 Additional Base Charges - new growth								87,543	113,253	136,748	160,175	175,920	192,667	210,474	229,396
15															
16 Total Operating Revenues	7,088,223	7,345,932	7,409,992	7,450,238	7,595,850	8,480,913	9,262,473	9,839,882	10,492,060	11,120,921	11,621,004	12,113,036	12,625,965	13,160,675	13,718,089
17															
18 <u>Operating Expenses</u>															
19 Personal Services ⁴	827,362	788,996	808,731	769,819	963,462	737,680	767,269	790,287	813,996	838,416	863,568	889,475	916,159	943,644	971,953
20 Materials & Supplies	110,880	121,412	105,364	84,298	154,250	151,500	151,500	156,045	160,726	165,548	170,515	175,630	180,899	186,326	191,916
21 Employee Development & Meetings	3,561	3,957	2,294	5,028	6,000	6,000	6,000	6,180	6,365	6,556	6,753	6,956	7,164	7,379	7,601
22 Contractual Services ⁶	5,180,602	5,385,747	5,334,811	5,497,603	6,372,930	6,752,500	7,068,000	7,280,040	7,498,441	7,723,394	7,955,096	8,193,749	8,439,562	8,692,748	8,953,531
23 Equipment	4,527	4,004	5,146	5,909	6,000	6,000	6,000	6,180	6,365	6,556	6,753	6,956	7,164	7,379	7,601
24 Other Expenses	2,679	4,316	1,900	4,273	2,000	25,154	36,480	37,574	38,702	39,863	41,059	42,290	43,559	44,866	46,212
25 Depreciation	938,778	1,010,714	1,055,740	1,099,093	1,150,000	1,180,000	1,180,000	1,160,000	1,170,000	1,200,000	1,220,000	1,240,000	1,250,000	1,270,000	1,290,000
26 Allocations ⁴	237,707	192,668	193,409	276,714	283,326	699,565	720,267	741,875	764,131	787,055	810,667	834,987	860,036	885,838	912,413
27															
28 Total Operating Expenses	7,306,096	7,511,814	7,507,395	7,742,737	8,937,968	9,558,399	9,935,516	10,178,181	10,458,727	10,767,389	11,074,410	11,390,043	11,704,544	12,038,180	12,381,226
29															
30 <i>Net Operations</i>	(217,873)	(165,882)	(97,403)	(292,499)	(1,342,118)	(1,077,486)	(673,043)	(338,300)	33,333	353,532	546,593	722,993	921,421	1,122,495	1,336,863
31															
32 <u>Non operating revenues (expenses)</u>															
33 Interest on Investments	45,495	18,592	(31,720)	53,301	17,000	10,010	10,010	31,005	32,280	31,628	33,913	34,931	35,984	37,056	38,169
34 Intergovernmental	-	15,000	21,619	24,789	25,000	26,000	27,000	27,810	28,644	29,504	30,389	31,300	32,239	33,207	34,203
35 Capital contributions ³	2,545,454	1,624,688	1,085,049	1,277,209	1,000,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
36 Administrative fee	-	-	46,610	50,207	70,000	100,000	105,000	84,530	90,546	77,063	92,742	95,524	98,390	101,342	104,382
37 Transfers In (Out)															
38 Water Sewer Construction	(311,143)	(134,364)	507,808	-	-	-	-	-	-	-	-	-	-	-	-
39 Utility Trunk Expansion	-	-	(309,576)	-	-	-	-	-	-	-	-	-	-	-	-
40 General Capital Projects	-	(1,399)	-	-	-	-	-	-	-	-	-	-	-	-	-
41 General ⁵	(58,643)	(58,643)	(58,643)	(58,643)	(58,643)	-	-	-	-	-	-	-	-	-	-
42 Improvement Project Construction	(123,842)	(147,042)	(223,805)	(216,344)	-	-	-	-	-	-	-	-	-	-	-
43 Central Equipment	-	-	-	(1,500)	-	-	-	-	-	-	-	-	-	-	-
44 Risk Management	(37,571)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
45															
Total non operating revenue (expenses)	2,059,750	1,316,832	1,037,342	1,129,019	1,053,357	936,010	942,010	943,346	951,470	938,195	957,044	961,756	966,613	971,604	976,753
46															
47															
48 Net increase (decrease) in resources	1,841,877	1,150,950	939,939	836,520	(288,761)	(141,476)	268,967	605,046	984,803	1,291,727	1,503,637	1,684,749	1,888,034	2,094,099	2,313,616

¹ Historically, base charges have been included as consumption revenue. These charges will be recorded separately in the future to allow for better analysis.

² Penalties estimated to remain stable.

³ Capital contributions have no impact on cash flow, therefore are estimated based on average history.

⁴ Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

⁵ General Fund transfer is not incorporated in allocations.

⁶ Beginning in 2015, all expenses related to preventative sewer main repairs will be expensed directly to the Sewer fund instead of a transfer out to the Capital Project fund. The waste water fee is estimated based on notification of a percentage increase. The actual gallons charged at that rate is unknown at the time of departmental budget entry, thus the increase is calculated on the prior year total charge.

City of Plymouth
Sewer Fund Performance

	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
49 <i>Met Council Detail</i>															
50 MCES Portion of Operating Expenses	4,850,019	4,967,566	4,844,541	5,040,001	5,567,625	5,900,000	6,200,000	6,386,000	6,577,580	6,774,907	6,978,155	7,187,499	7,403,124	7,625,218	7,853,975
51 MCES % of Operating Expenses	66.38%	66.13%	64.53%	65.09%	62.29%	61.73%	62.40%	62.74%	62.89%	62.92%	63.01%	63.10%	63.25%	63.34%	63.43%
52															
53 <i>CIP Funding</i>															
54 Current Year Capital	(921,895)	(672,758)	(1,219,706)	(1,266,589)	(1,570,000)	(1,560,000)	(1,600,000)	(1,690,609)	(1,810,927)	(1,541,255)	(1,854,839)	(1,910,484)	(1,967,798)	(2,026,832)	(2,087,637)
55 Total Capital & Related Debt	(921,895)	(672,758)	(1,219,706)	(1,266,589)	(1,570,000)	(1,560,000)	(1,600,000)	(1,690,609)	(1,810,927)	(1,541,255)	(1,854,839)	(1,910,484)	(1,967,798)	(2,026,832)	(2,087,637)
56															
57 <i>Cash</i>															
58 Beginning Cash	3,188,684	2,645,315	2,440,002	1,899,468	1,578,784	2,875,023	2,989,547	3,100,514	3,227,951	3,162,827	3,391,299	3,493,098	3,598,362	3,705,598	3,816,864
59 Add net increase (decrease) in resources (45)					(288,761)	(141,476)	268,967	605,046	984,803	1,291,727	1,503,637	1,684,749	1,888,034	2,094,099	2,313,616
60 Add back depreciation (23)					1,150,000	1,180,000	1,180,000	1,160,000	1,170,000	1,200,000	1,220,000	1,240,000	1,250,000	1,270,000	1,290,000
61 Less capital contributions (33)					(1,000,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)
62 Less capital and related debt principal (52)					(1,570,000)	(1,560,000)	(1,600,000)	(1,690,609)	(1,810,927)	(1,541,255)	(1,854,839)	(1,910,484)	(1,967,798)	(2,026,832)	(2,087,637)
63 Ending Cash	2,645,315	2,440,002	1,899,468	1,578,784	(129,977)	1,553,547	2,038,514	2,374,951	2,771,827	3,313,299	3,460,098	3,707,362	3,968,598	4,242,864	4,532,843
64 Transfer to/from Replacement Fund					3,005,000	1,436,000	1,062,000	853,000	391,000	78,000	33,000	(109,000)	(263,000)	(426,000)	(716,000)
65 Ending Cash	2,645,315	2,440,002	1,899,468	1,578,784	2,875,023	2,989,547	3,100,514	3,227,951	3,162,827	3,391,299	3,493,098	3,598,362	3,705,598	3,816,864	3,816,843

**City of Plymouth
Utility Funds Combined Cash
Water, Sewer and Water Sewer Replacement Funds**

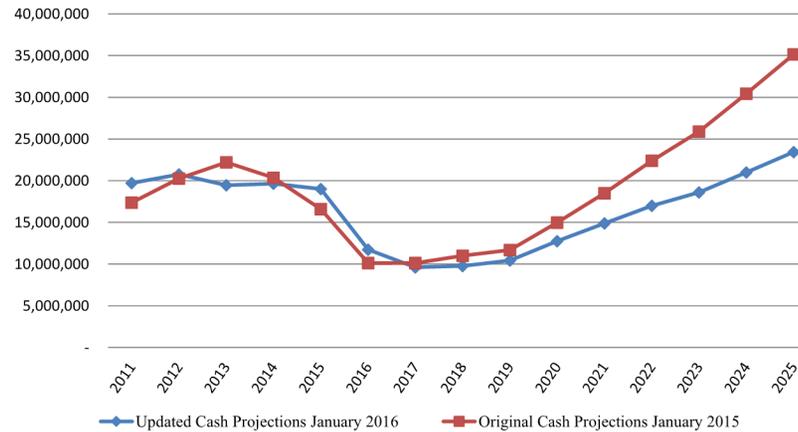
CASH	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Ending Cash Balances															
2 Water					3,140,057	2,934,767	2,872,562	2,863,034	1,892,897	2,251,443	2,318,981	2,388,672	2,461,105	2,534,577	2,534,328
3 Sewer					2,875,023	2,989,547	3,100,514	3,227,951	3,162,827	3,391,299	3,493,098	3,598,362	3,705,598	3,816,864	3,816,843
4 Water Sewer Replacement ¹					9,875,127	2,192,127	1,352,127	691,127	1,670,127	2,764,127	3,697,127	4,815,127	6,087,127	7,523,127	9,324,127
5															
6 Total Ending Cash	16,682,559	16,734,813	13,509,996	13,007,778	15,890,207	8,116,441	7,325,203	6,782,112	6,725,852	8,406,870	9,509,205	10,802,162	12,253,829	13,874,568	15,675,298
7															
8 Previous Projection	14,345,670	16,240,395	16,270,632	12,396,098	8,259,358	1,329,989	788,611	1,002,117	1,043,586	4,011,471	6,955,482	10,236,544	13,824,500	17,727,666	21,845,351
9															
10 Variance	2,336,889	494,418	(2,760,636)	611,680	7,630,849	6,786,452	6,536,592	5,779,995	5,682,266	4,395,399	2,553,723	565,618	(1,570,671)	(3,853,098)	(6,170,053)

¹ Cash increase in 2015 due to change in special assessment reporting. Cash decrease in 2016 due to water meter replacement project. Additional cash fluctuations due to keeping the Water and Sewer funds cash balances at target reserves.

Water, Sewer, Water Sewer Replacement, and Utility Trunk Funds

CASH	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Ending Cash Balances															
2 Utility Funds	16,682,559	16,734,813	13,509,996	13,007,778	15,890,207	8,116,441	7,325,203	6,782,112	6,725,852	8,406,870	9,509,205	10,802,162	12,253,829	13,874,568	15,675,298
3 Utility Trunk	3,023,016	4,028,523	5,938,381	6,646,482	3,118,448	3,627,076	2,290,729	2,987,026	3,707,934	4,344,872	5,365,163	6,186,763	6,346,292	7,107,632	7,768,016
4															
5 Total Ending Cash	19,705,575	20,763,336	19,448,377	19,654,260	19,008,655	11,743,517	9,615,932	9,769,138	10,433,786	12,751,742	14,874,368	16,988,925	18,600,121	20,982,200	23,443,314
6															
7 Previous Projection	14,345,670	16,240,395	16,270,632	12,396,098	8,259,358	1,329,989	788,611	1,002,117	1,043,586	4,011,471	6,955,482	10,236,544	13,824,500	17,727,666	21,845,351
8 Utility Funds					8,259,358	1,329,989	788,611	1,002,117	1,043,586	4,011,471	6,955,482	10,236,544	13,824,500	17,727,666	21,845,351
9 Utility Trunk	3,023,016	4,028,523	5,938,381	7,963,490	8,330,257	8,789,524	9,344,882	10,000,036	10,651,720	10,957,834	11,550,758	12,165,347	12,066,787	12,716,931	13,300,215
10															
11 Total Previous Projection	17,368,686	20,268,918	22,209,013	20,359,588	16,589,615	10,119,513	10,133,493	11,002,153	11,695,306	14,969,305	18,506,240	22,401,891	25,891,287	30,444,597	35,145,566
12															
13 Variance	2,336,889	494,418	(2,760,636)	(705,328)	2,419,040	1,624,004	(517,561)	(1,233,015)	(1,261,520)	(2,217,563)	(3,631,872)	(5,412,966)	(7,291,166)	(9,462,397)	(11,702,252)

Utility Fund Cash Balances (including Utility Trunk)



City of Plymouth
Water Resources Fund Performance

	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Revenue rate assumption	0.0%	0.0%	0.0%	0.0%	6.0%	6.0%	6.0%	6.0%	6.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
2 Investment income yield					1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
3 Expense rate - personnel					2.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4 Expense rate - all other					3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5															
6 <i>Operating Revenues</i>															
7 Water Resources Utility Charges	2,538,174	2,551,204	2,567,465	2,595,848	2,572,630	2,915,993	3,090,952	3,327,800	3,527,468	3,668,567	3,815,310	3,967,922	4,126,639	4,291,705	4,463,373
8 Penalties ¹	21,864	20,434	18,277	19,199	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
9 Other	2,225	2,966	6,619	20,037	-	20,000	20,000	-	-	-	-	-	-	-	-
10 Additional Revenue - new growth	-	-	-	-	-	-	-	56,811	80,294	104,382	125,926	149,027	164,381	180,725	198,114
11															
12 Total Operating Revenues	2,562,263	2,574,604	2,592,361	2,635,084	2,592,630	2,955,993	3,130,952	3,404,612	3,627,762	3,792,949	3,961,236	4,136,949	4,311,020	4,492,430	4,681,487
13															
14 <i>Operating Expenses</i>															
15 Personal Services ²	741,597	753,989	702,442	655,971	678,576	697,404	728,216	750,062	772,564	795,741	819,614	844,202	869,528	895,614	922,482
16 Materials & Supplies	133,019	152,943	124,727	127,060	191,700	191,700	191,700	197,451	203,375	209,476	215,760	222,233	228,900	235,767	242,840
17 Employee Development & Meetings	1,926	1,342	700	1,638	3,200	2,200	2,200	2,266	2,334	2,404	2,476	2,550	2,627	2,706	2,787
18 Dues & Subscriptions	262,591	270,120	301,703	294,762	310,000	310,000	320,000	329,600	339,488	349,673	360,163	370,968	382,097	393,560	405,366
19 Contractual Services ⁴	347,429	403,094	388,347	380,610	603,100	636,100	621,750	640,403	659,615	679,403	699,785	720,779	742,402	764,674	787,614
20 Equipment	11,558	10,750	22,832	10,345	15,500	15,000	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002
21 Other Expenses	1,325	15	344	13,350	100	16,511	24,056	24,778	25,521	26,287	27,075	27,887	28,724	29,586	30,473
22 Depreciation	124,095	169,821	245,666	294,322	382,000	445,000	522,000	548,000	557,000	558,000	570,000	581,000	593,000	602,000	614,000
23 Allocations ²	213,257	173,435	173,475	240,721	247,484	346,322	356,863	367,569	378,596	389,954	401,652	413,702	426,113	438,896	452,063
24															
25 Total Operating Expenses	1,836,797	1,935,509	1,960,236	2,018,779	2,431,660	2,660,237	2,781,785	2,875,579	2,954,406	3,027,328	3,113,408	3,200,710	3,291,301	3,381,251	3,476,628
26															
27 Net Operations	725,466	639,095	632,125	616,305	160,970	295,756	349,167	529,033	673,356	765,621	847,828	936,239	1,019,719	1,111,179	1,204,859
28															
29 <i>Non operating revenues (expenses)</i>															
30 Interest on Investments	57,957	32,240	(55,027)	110,859	25,000	45,025	45,025	12,370	6,361	3,780	(2,914)	1,378	6,412	12,146	18,629
31 Intergovernmental	2,000	51,093	190,715	4,317	-	-	-	-	-	-	-	-	-	-	-
32 Capital contributions	13,436	997,833	731,121	1,201,598	-	-	-	-	-	-	-	-	-	-	-
33 Administrative fee	-	-	26,510	46,932	50,000	50,000	100,000	88,961	78,675	105,097	51,878	53,434	55,037	56,688	58,389
34 Transfers In (Out)															
35 Water Resources Construction	(232,801)	24,614	1,817,826	(800)	-	-	-	-	-	-	-	-	-	-	-
36 TIF 1-3	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
37 Central Equipment	-	(4,505)	(20,825)	(53,052)	-	-	-	-	-	-	-	-	-	-	-
38 General ³	(17,388)	(14,503)	(17,388)	(17,388)	(17,388)	-	-	-	-	-	-	-	-	-	-
39 Water	-	3,143	-	-	-	-	-	-	-	-	-	-	-	-	-
40 General Capital Projects	(89,982)	(5,782)	-	-	-	-	-	-	-	-	-	-	-	-	-
41 Improvement Project Construction	(13,909)	(110,771)	(239,103)	(291,488)	-	-	-	-	-	-	-	-	-	-	-
42 Information Technology	-	(2,500)	-	(13,225)	-	-	-	-	-	-	-	-	-	-	-
43 Risk Management	(24,723)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
44															
45 Total non operating revenue (expenses)	(305,410)	970,862	2,433,829	987,753	57,612	95,025	145,025	101,331	85,036	108,877	48,963	54,812	61,449	68,834	77,017
46															
47 Net increase (decrease) in resources	420,056	1,609,957	3,065,954	1,604,058	218,582	390,781	494,192	630,364	758,392	874,498	896,791	991,051	1,081,168	1,180,014	1,281,876
48 <i>CIP Funding</i>															
49 Current Year Capital	(1,110,583)	(657,781)	(880,000)	(1,323,486)	(1,730,500)	(695,000)	(1,964,350)	(1,779,222)	(1,573,501)	(2,101,944)	(1,037,550)	(1,068,677)	(1,100,737)	(1,133,759)	(1,167,772)
50 Total Capital & Related Debt	(1,110,583)	(657,781)	(880,000)	(1,323,486)	(1,730,500)	(695,000)	(1,964,350)	(1,779,222)	(1,573,501)	(2,101,944)	(1,037,550)	(1,068,677)	(1,100,737)	(1,133,759)	(1,167,772)
51															
52 <i>Cash</i>															
53 Beginning Cash	2,950,299	2,858,207	3,022,557	3,434,353	3,174,289	2,044,371	2,185,152	1,236,994	636,137	378,028	(291,417)	137,824	641,198	1,214,628	1,862,883
54 Add net increase (decrease) in resources (47)					218,582	390,781	494,192	630,364	758,392	874,498	896,791	991,051	1,081,168	1,180,014	1,281,876
55 Add back depreciation (22)					382,000	445,000	522,000	548,000	557,000	558,000	570,000	581,000	593,000	602,000	614,000
56 Less capital and related debt principal(50)					(1,730,500)	(695,000)	(1,964,350)	(1,779,222)	(1,573,501)	(2,101,944)	(1,037,550)	(1,068,677)	(1,100,737)	(1,133,759)	(1,167,772)
57 Ending Cash	2,858,207	3,022,557	3,434,353	3,174,289	2,044,371	2,185,152	1,236,994	636,137	378,028	(291,417)	137,824	641,198	1,214,628	1,862,883	2,590,987

¹ Penalties estimated to remain stable.

² Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

³ General Fund transfer is not incorporated in allocations.

⁴ Beginning in 2015, all expenses related to preventative storm sewer repairs will be expenses directly to the Water Resources Fund instead of the Capital Project Fund.

City of Plymouth
Solid Waste Management Fund Performance

	Actual				Projections										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Revenue flat rate assumption	-	-	-	-	0.25	0.25	0.25	0.35	0.35	0.35	0.35	0.35	0.35	0.30	0.30
2 Investment income yield					1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
3 Expense rate - personnel					2.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4 Expense rate - all other					3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5															
6 <u>Operating Revenues</u>															
7 Solid Waste Utility Charges	410,857	414,931	419,186	423,718	418,000	581,824	661,302	744,401	844,609	944,816	1,045,024	1,145,232	1,245,440	1,331,332	1,417,225
8 Penalties ¹	4,640	4,670	4,567	4,815	4,000	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
9 Licenses - Garbage Hauler	-	-	-	-	-	4,975	4,975	4,975	4,975	4,975	4,975	4,975	4,975	4,975	4,975
10 Other ²	525,165	212,650	98,964	69,986	69,500	6,500	6,500	6,630	6,763	6,898	7,036	7,177	7,320	7,466	7,616
11 Additional Revenue - new growth	-	-	-	-	-	-	-	27,581	40,144	54,806	69,379	85,632	98,345	110,707	123,790
12															
13 Total Operating Revenues	940,662	632,251	522,717	498,519	491,500	597,799	677,277	788,087	900,990	1,015,996	1,130,914	1,247,516	1,360,580	1,458,981	1,558,105
14															
15 <u>Operating Expenses</u>															
16 Personal Services ^{2,4}	148,460	105,931	106,208	100,194	180,298	196,796	202,932	209,020	215,291	221,749	228,402	235,254	242,311	249,581	257,068
17 Materials & Supplies	9,622	9,847	10,733	9,999	15,800	14,315	14,140	14,564	15,001	15,451	15,915	16,392	16,884	17,390	17,912
18 Employee Development & Meetings	560	560	55	375	700	240	240	247	255	262	270	278	287	295	304
19 Dues & Subscriptions	190	20	720	450	200	540	540	556	573	590	608	626	645	664	684
20 Contractual Services	848,762	755,626	775,803	797,970	821,900	865,977	893,899	920,716	948,337	976,788	1,006,091	1,036,274	1,067,362	1,099,383	1,132,365
21 Equipment	19,584	4,983	436	-	6,000	1,500	1,500	1,545	1,591	1,639	1,688	1,739	1,791	1,845	1,900
22 Other Expenses	(12)	2,636	243	1,447	2,000	9,208	12,482	12,856	13,242	13,639	14,049	14,470	14,904	15,351	15,812
23 Depreciation	-	-	184	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438
24 Allocations ⁴	30,751	22,876	23,056	8,558	8,747	68,086	70,194	72,300	74,469	76,703	79,004	81,374	83,815	86,330	88,920
25															
26 Total Operating Expenses	1,057,917	902,479	917,438	921,431	1,038,083	1,159,100	1,198,365	1,234,243	1,271,197	1,309,260	1,348,464	1,388,845	1,430,437	1,473,277	1,517,403
27															
28 <u>Net Operations</u>	(117,255)	(270,228)	(394,721)	(422,912)	(546,583)	(561,301)	(521,088)	(446,156)	(370,207)	(293,264)	(217,550)	(141,330)	(69,858)	(14,297)	40,702
29															
30 <u>Non operating revenues (expenses)</u>															
31 Interest on Investments	47,610	30,193	(38,014)	75,306	25,000	30,015	30,015	10,816	7,937	5,789	4,388	3,731	3,829	4,643	6,021
32 Intergovernmental	194,186	202,405	208,381	197,233	185,000	115,547	115,547	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000
33 Capital contributions	-	-	66,238	-	-	-	-	-	-	-	-	-	-	-	-
34 Transfers In (Out)															
35 General ⁵	(17,929)	(17,929)	(17,929)	(17,929)	(17,929)	-	-	-	-	-	-	-	-	-	-
36 General Capital Projects	-	-	(66,238)	-	-	-	-	-	-	-	-	-	-	-	-
37 Risk Management	(5,609)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
38															
39 Total non operating revenue (expenses)	218,258	214,669	152,438	254,610	192,071	145,562	145,562	155,816	152,937	150,789	149,388	148,731	148,829	149,643	151,021
40															
41 Net increase (decrease) in resources	101,003	(55,559)	(242,283)	(168,302)	(354,512)	(415,739)	(375,526)	(290,340)	(217,270)	(142,476)	(68,162)	7,401	78,972	135,347	191,724
42															
43 <u>Cash</u>															
44 Beginning Cash	2,633,181	2,760,597	2,715,685	2,397,737	2,220,051	1,867,977	1,454,676	1,081,588	793,686	578,853	438,816	373,092	382,931	464,341	602,126
45 Add net increase (decrease) in resources (40)					(354,512)	(415,739)	(375,526)	(290,340)	(217,270)	(142,476)	(68,162)	7,401	78,972	135,347	191,724
46 Add back depreciation (22)					2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438	2,438
47 Ending Cash	2,760,597	2,715,685	2,397,737	2,220,051	1,867,977	1,454,676	1,081,588	793,686	578,853	438,816	373,092	382,931	464,341	602,126	796,287

¹ Penalties estimated to remain stable.

² Personal services assumption was updated since the budget was adopted.

³ The market for recyclables has declined beginning in 2015, therefore revenue sharing is conservatively eliminated.

⁴ Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

⁵ General Fund transfer is not incorporated in allocations.

City of Plymouth
Target Reserve

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 Water											
2 Ending Cash Balance	3,140,057	2,934,767	2,872,562	2,863,034	1,892,897	2,251,443	2,318,981	2,388,672	2,461,105	2,534,577	2,534,328
3 Target Reserves	3,139,283	2,934,582	2,872,532	2,862,834	1,892,266	2,251,427	2,318,970	2,388,539	2,460,195	2,534,001	2,534,001
4 Excess (Shortfall)	774	186	30	200	631	17	11	134	910	576	327
5											
6 Sewer											
7 Ending Cash Balance	2,875,023	2,989,547	3,100,514	3,227,951	3,162,827	3,391,299	3,493,098	3,598,362	3,705,598	3,816,864	3,816,843
8 Target Reserves	2,874,600	2,988,879	3,099,850	3,227,645	3,162,475	3,391,022	3,492,753	3,597,535	3,705,461	3,816,625	3,816,625
9 Excess (Shortfall)	423	668	664	306	352	277	345	827	137	239	218
10											
11 Water Sewer Replacement											
12 Ending Cash Balance	9,875,127	2,192,127	1,352,127	691,127	1,670,127	2,764,127	3,697,127	4,815,127	6,087,127	7,523,127	9,324,127
13											
14 Total Ending Cash Balance	15,890,207	8,116,441	7,325,203	6,782,112	6,725,852	8,406,870	9,509,205	10,802,162	12,253,829	13,874,568	15,675,298
15 Total Target Reserves	6,013,883	5,923,461	5,972,382	6,090,479	5,054,741	5,642,449	5,811,722	5,986,074	6,165,656	6,350,626	6,350,626
16 Excess (Shortfall)	9,876,324	2,192,981	1,352,822	691,633	1,671,111	2,764,421	3,697,483	4,816,088	6,088,173	7,523,943	9,324,673
17											
18											
19 Water Resources											
20 Ending Cash Balance	2,044,371	2,185,152	1,236,994	636,137	378,028	(291,417)	137,824	641,198	1,214,628	1,862,883	2,590,987
21 Target Reserves	901,309	1,547,121	1,471,505	1,386,102	1,668,304	1,154,627	1,189,266	1,224,944	1,261,692	1,299,543	1,299,543
22 Excess (Shortfall)	1,143,062	638,031	(234,511)	(749,965)	(1,290,276)	(1,446,044)	(1,051,442)	(583,746)	(47,064)	563,340	1,291,444
23											
24											
25 Solid Waste Management											
26 Ending Cash Balance	1,867,977	1,454,676	1,081,588	793,686	578,853	438,816	373,092	382,931	464,341	602,126	796,287
27 Target Reserves	289,166	298,982	307,951	317,190	326,705	336,507	346,602	357,000	367,710	378,741	378,741
28 Excess (Shortfall)	1,578,812	1,155,694	773,637	476,496	252,148	102,309	26,490	25,931	96,631	223,384	417,546

**City of Plymouth
Water Utility
Capital Improvement Program**

Inflation Rate 3.00%

PROJECT DESCRIPTION	PROJECT #	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
<i>Funding Provided by Water Fund</i>														
Well refurbishing	07-W-002	255,000	255,000	255,000	265,000	270,000	280,000	288,400						
Future well refurbishing									280,000	280,000	280,000	280,000	280,000	
Paint Zachary water tower	12-W-001			185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	185,000	
Replace Raw Watermain Well No. 6 to No.	14-W-002		170,000											
Replace High Service Pump Drives - Zachary	14-W-003	78,000												
Powerwash Elevated Storage Facilities	15-W-001		25,000	25,000	25,750	53,045	27,318	28,138						
Watermain Interconnect with Maple Grove	15-W-002		100,000											
Power Service Upgrades at Zachary WTP	16-W-001		85,000											
Replace Boilers and Heat Pump - Zachary V	16-W-002			143,000	40,000									
Refurbish Central Water Tower	19-W-001					200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	
Truck Tractor	15-CE-254		10,000											
New Side Dump Trailer	15-CE-NEW1		25,500											
New Utility Maintenance Vehicle	15-CE-NEW2		35,000											
Valve Exerciser/Vactor Unit	16-CE-NEW5			61,000										
New Hydrant Maintenance Truck	16-CE-NEW6			47,000										
Aerial Lift for Facilities and Treatment Plant	16-CE-NEW7			15,000										
Tandem Axle Truck for Hauling	17-CE-NEW2				60,000									
Tandem Axle Truck for Hauling	18-CE-NEW1					61,000								
CR 24 - 30th Avenue to CR 101	08-ST-0004			300,000										
Hwy 55 frontage road reconstruction	14-ST-002			110,000										
2015 street reconstruction	15-ST-002		1,000,000											
2016 Street Reconstruction ¹	16-ST-001			350,000										
2017 Street Reconstruction ¹	17-ST-001				400,000									
2018 Street Reconstruction ¹	18-ST-001					21,218								
2019 Street Reconstruction ¹	19-ST-001						21,855							
2020 Street Reconstruction ¹	20-ST-002							22,510						
Future Street Reconstruction									100,000	100,000	100,000	100,000	100,000	
Future Project Contingency									400,000	400,000	400,000	400,000	400,000	
Total Water Fund		333,000	1,705,500	1,491,000	975,750	790,263	714,173	724,048	1,165,000	1,165,000	1,165,000	1,165,000	1,165,000	
									Inflated Total	1,350,554	1,391,071	1,432,803	1,475,787	1,520,061

Note: A 3% inflation factor is included on placeholder projects, based on the American City and County Magazine's published Construction Cost Index.

¹A history of watermain issues is know in the 2016 and 2017 street reconstruction areas. There is no history of issues in the 2018-2020 areas.

**City of Plymouth
Sanitary Sewer Utility
Capital Improvement Program**

Inflation Rate 3.00%

PROJECT DESCRIPTION	PROJECT #	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<i>Funding Provided by Sewer Fund</i>													
Sanitary sewer maintenance - annual	06-SS-003	630,000	710,000	780,000	860,000	930,000	1,000,000	1,030,000					
Future sanitary sewer annual maint									1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
28th Ave lift station	14-SS-001	700,000											
Sunset Hill lift station	14-SS-002		90,000	600,000									
Greentree West lift station	15-SS-001				90,000	600,000							
15th Ave/Pineview Ln san. Sewer replac	15-SS-002		50,000		400,000								
Abandon Autumn Hills Lift Station	16-SS-001						100,000	500,000					
Backup Pumps Larger Lift Stations	16-SS-002			110,000	55,000								
Waterfront lift station	17-SS-001		700,000										
Connect Bass lake Lift Station to Fibero	17-SS-002				115,000								
Bass Lake Plaza lift station	18-SS-001					100,000	700,000						
Trandem Axle Truck for Hauling	17-CE-NEW2				50,000								
Trandem Axle Truck for Hauling	18-CE-NEW2					50,000							
Hwy 55 frontage road reconstruction	14-ST-002			50,000									
2015 street reconstruction	15-ST-002		20,000										
2016 street reconstruction ¹	16-ST-001			20,000									
2017 street reconstruction ¹	17-ST-001				30,000								
2018 street reconstruction ¹	18-ST-001					10,609							
2019 street reconstruction ¹	19-ST-001						10,927						
2020 street reconstruction ¹	20-ST-001							11,255					
Future Street Reconstruction									100,000	100,000	100,000	100,000	100,000
Future Project Contingency									500,000	500,000	500,000	500,000	500,000
Total Sewer Fund		1,330,000	1,570,000	1,560,000	1,600,000	1,690,609	1,810,927	1,541,255	1,600,000	1,600,000	1,600,000	1,600,000	1,600,000
								Inflated Total	1,854,839	1,910,484	1,967,798	2,026,832	2,087,637

Note: A 3% inflation factor is included on placeholder projects, based on the American City and County Magazine's published Construction Cost Index.

¹Project cost is dependent of the size of the project area.

**City of Plymouth
Water Resources
Capital Improvement Program**

Inflation Rate 3.00%

PROJECT DESCRIPTION	PROJECT #	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<i>Funding Provided by Water Resources Fund</i>													
Maintain Water Quality Ponds	06-WR-002	90,000	90,000	125,000	128,750	132,613	136,591	140,689					
Future Water Quality Pond Maintenance									125,000	125,000	125,000	125,000	125,000
Unspecified Drainage Improvements	08-WR-003				175,000			250,000					
Future Unspecified Drainage Improvements									250,000	250,000	250,000	250,000	250,000
St. Mary's Park Drainage Improvement	12-WR-001	150,000											
Plymouth Creek Culvert at Fernbrook Lane	14-WR-001	200,000											
Elm Creek Stream Restoration	14-WR-002	100,000	450,000	350,000									
The Villages Stream Restoration	14-WR-003	190,000											
Kilmer Park Pond and Stream Restoration ¹	14-WR-004		45,000	45,000			300,000						
Bass Lake Alum Treatment Facility	14-WR-005		165,000										
Xanthus Lane Storm Sewer Replacement	14-WR-006	65,000											
Plymouth Creek Park Stream Restoration	15-WR-001	25,000											
Schmidt Lake Storm Sewer Lift Station Rehab.	15-WR-002	20,000	200,000										
Mount Olivet Stream Restoration ¹	15-WR-003						50,000	250,000					
Chelsea Woods Drainage - Weston Ln to CR 6	15-WR-004		25,000	50,000	300,000	300,000							
Plum Tree 3rd Add. Drainage Maintenance	15-WR-005		200,000										
2015 Drainage Improvements	15-WR-006		475,000										
Weston Lane Storm Sewer Lift Station Rehab.	16-WR-001					50,000	500,000						
Plymouth Creek Stream Restoration ¹	16-WR-002						50,000	250,000					
15th Ave/Pineview Ln Storm Sewer Replace	16-WR-003		20,000		770,000	750,000							
Quail Ridge 3rd Addition	16-WR-004			50,000	350,000								
Wild Wings Western Wetland Improvements	17-WR-001				25,000	100,000	100,000						
Wood Creek Tributary - Armstrong HS to 34th Ave	17-WR-002						50,000	300,000					
Harbor Place Erosion Repair	17-WR-003				50,000	200,000							
French Ridge Park Drainage Improvement	17-WR-004				25,000	100,000							
St. Mary's Addition Drainage Improvement	18-WR-001					25,000	125,000						
Mengelkochs First Addition Drainage Improvement	18-WR-002					50,000	125,000						
19th Avenue.Dunkirk Lane Pond Improvement	19-WR-001						50,000	500,000					
Parkers Lake Park Drainage Improvement	19-WR-002						75,000	300,000					
Maple Creek Stream Restoration	20-WR-001							100,000					
New Compact Excavator	14-CE-NEW5	40,000											
Truck Tractor	15-CE-254		15,000										
New Side Dump Trailer	15-CE-NEW1		25,500										
Tandem Axle Truck for Hauling	17-CE-NEW2				60,000								
Tandem Axle Truck for Hauling	18-CE-NEW1					61,000							
Transit Station Improvements	16-FM-006			25,000									
TH 55 Frontage Road Reconstruction	14-ST-002			30,000									
2015 Street Reconstruction	15-ST-002		20,000										
2016 street reconstruction ²	16-ST-001			20,000									
2017 street reconstruction ²	17-ST-001				20,600								
2018 street reconstruction ²	18-ST-001					10,609							
2019 street reconstruction ²	19-ST-001						11,910						
2020 street reconstruction ²	20-ST-001							11,255					
Future Street Reconstruction									20,000	20,000	20,000	20,000	20,000
Future Project Contingency									500,000	500,000	500,000	500,000	500,000
Total Water Resources Fund		880,000	1,730,500	695,000	1,904,350	1,779,222	1,573,501	2,101,944	895,000	895,000	895,000	895,000	895,000
Inflated Total									1,037,550	1,068,677	1,100,737	1,133,759	1,167,772

Note: A 3% inflation factor is included on placeholder projects, based on the American City and County Magazine's published Construction Cost Index.

¹Projects may be funded by an external source, however, reimbursement is uncertain at this time. To be conservative, these projects are included in the study with the assumption that external funding is not available.

²Project cost is dependent of the size of the project area.

**CITY OF PLYMOUTH
HENNEPIN COUNTY, MINNESOTA**

ORDINANCE NO. 2016-

**AN ORDINANCE AMENDING CHAPTER 10
OF THE PLYMOUTH CITY CODE
CONCERNING UTILITY FEES**

THE CITY OF PLYMOUTH, MINNESOTA ORDAINS:

Section 1015.33 of the Plymouth City Code is hereby amended as follows:

1015.33. Utility Fees. Sanitary Sewer, water, storm water utility fees are as follows:

(a) Sanitary Sewer Utility fees:

(1) Base Fee. A charge of ~~\$5.48~~ 5.75 per month shall be made to every sanitary sewer account to defray administrative costs, billing costs, and other fixed costs of the City. (*Ord. 2002-31, 11-26-2002; Ord. 2004-27, 11/09/2004; Ord. 2005-32, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008; Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013, Ord. 2014-07, 1/28/2014*)

(2) Volume Charge. A charge of ~~\$3.22~~ 3.38 per one thousand gallons of sewage discharged into the City's sanitary sewer system shall be made to each sanitary sewer account except for qualified senior citizens for whom a charge of ~~\$2.89~~ 3.04 per one thousand gallons will apply. For purposes of this section, an individual must meet the following criteria for the qualified senior citizen discount to apply: (1) the individual must be 62 years of age or older; (2) the property must be homesteaded; and (3) the individual's name must appear on the bill. Seniors in a multi-unit building will also be eligible for a senior discount if the bylaws, or other governing documents for the building, require that at least one tenant/owner in each unit be at least 62 years of age. No new enrollment will be accepted into this program beginning 2015. For residential customers, the volume of such sewage discharge shall be based upon the actual amount of water consumed during the appropriate two month billing, in the period of December through February. For non-residential customers, the volume of such sewer discharge shall be based upon the actual water consumed by the account each month. Alternatively, non-residential customers may have their volumes of sewer discharge based on actual sewage flows or calculated sewage flows if sewer usage or sewer deduct meters are installed. In instances where there is no

metered water service to an account or the account history is inadequate, the volume of sewer usage shall be that used for similar classes of property similarly situated. Alternatively, residential customers who desire to have the volume of sewer discharge based on average winter water usage may install a water meter to meter their well water usage. (*Ord. 96-27, 11/20/96; Ord. 97-6, 4/16/97; Ord. 98-15, 5/06/98; Ord. 2002-31, 11/26/2002; Ord. 2003-08, 3/25/2003; Ord. 2004-27, 11/09/2004; Ord. 2005-32, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-07, 3/27/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008; Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014*)

(3) Amount Due After Due Date. An amount equal to 10% of the unpaid current month service charges and an amount equal to 10% of the unpaid current bi-monthly service charges shall be added to each account which is not paid by the due date as specified by the Finance Division. (*Ord. 94-25, 12/19/94*)

(b) **Water Rates:** The rate due and payable to the City by each water user within the City for water taken from the water supply system shall be as follows:

(1) Base Fee. A charge of ~~\$3.79~~ 3.92 per month shall be made to every water account. This charge defrays administrative and billing costs of the City as well as the State water connection surcharge. (*Ord. 2004-26, 11/09/2004; Ord. 2005-34, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008; Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014*)

(2) Volume Charge-Commercial, Industrial, Public and Institutional. A charge of ~~\$1.63~~ 1.69 per one thousand gallons of water used shall be made to each water account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated. (*Ord. 96-27, 11/20/96; Ord. 99-28, 11/02/99; Ord. 2004-26, 11/09/2004; Ord. 2005-34, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014*)

Plymouth City Code

1015.33

Volume Charge-Residential. A charge of ~~\$1.37~~ 1.42 per one thousand gallons of water for the first 12,500 gallons used, ~~\$1.72~~ 1.78 per one thousand gallons of water for 12,501 to 35,000 gallons used, and ~~\$2.96~~ 3.06 per one thousand gallons of water for over 35,000 gallons used for a two month billing period, shall be made to each residential water account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated. (Ord. 99-28, 11/02/99; Ord. 2004-26, 11/09/2004; Ord. 2005-34, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008; Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014)

Volume Charge-Separately Metered Commercial, Industrial, Public and Institutional Irrigation. A charge of ~~\$2.04~~ 2.11 per one thousand gallons of waters shall be made to each separately metered commercial, industrial, public and institutional irrigation account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated. (Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014)

Volume Charge-Separately Metered Residential Irrigation. A charge of ~~\$1.72~~ 1.78 per one thousand gallons of water for the first 35,000 gallons used per housing unit served, and ~~\$2.96~~ 3.06 per one thousand gallons of water for over 35,000 gallons per housing unit served for a two month billing period, shall be made to each separately metered residential irrigation account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated. (Ord. 2000-02, 2/01/2000; Ord. 2004-26, 11/09/2004; Ord. 2005-34, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008; Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014)

(3) Demand Charge. The following monthly charge shall be made to every Commercial, Industrial, Public and Institutional water account to reflect the water demand the establishment can place upon the system.

<u>Meter Size</u>	<u>Charge</u>
1-1/2"	\$47.17 <u>48.82</u>
2"	\$70.76 <u>73.24</u>
3"	\$147.41 <u>152.57</u>
4"	\$235.88 <u>244.14</u>
6" and over	\$471.76 <u>488.27</u>

(Ord. 99-28, 11/02/99; Ord. 2004-26, 11/09/2004; Ord. 2005-34, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008; Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014)

(4) Stopped or Faulty Meter. In case the meter is found to have stopped or to be operating in a faulty manner, the amount of water used will be estimated in accordance with the amount used previously.

(5) Amount Due After Due Date. An amount equal to 10% of the unpaid current month service charges and an amount equal to 10% of the unpaid current bi-monthly service charges shall be added to each account which is not paid by the due date as specified by the Finance Division. (*Ord. 94-25, 12/19/94*)

(6) Water Availability Charge. A water availability charge at the rate of \$2.12 per month is due and payable by the owner of each lot or parcel of land which has municipal water service available if such lot or parcel is not connected to the municipal water system; provided, this charge is not due if there is no building or other structure on such lot or parcel. (*Ord. 2004-26, 11/09/2004; Ord. 2005-34, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2008-29, 12/09/2008; Ord. 2009-20, 12/08/2009; Ord. 2012-02, 1/24/2012; Ord. 2013-04, 1/8/2013; Ord. 2014-07, 1/28/2014*)

(c) Storm Water Utility Rate:

The storm water utility rate is ~~\$5.30~~ 5.62 per month and shall be charged to all single-family residential parcels not listed as exempt in Section 725.08; ~~\$17.60~~ 18.66 per acre per month for multi-family residential, and \$38.05 per acre per month for commercial (*Ord. 2004-22, 9/28/2004; Ord. 2005-33, 11/29/2005; Ord. 2007-06, 2/13/2007; Ord. 2007-31, 12/11/2007; Ord. 2008-29, 12/09/2008*)

(d) Solid Waste Recycling Rate:

The Solid Waste Recycling rate is ~~\$1.75~~ 2.00 per month and shall be charged to all single family residential parcels and any multi-family dwellings under 16 units.

This ordinance shall be effective immediately upon its passage and with services incurred effective January 1, 2016.

Approved this 8th day of March, 2016.

Kelli Slavik, Mayor

ATTEST:

Sandra R. Engdahl, City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION APPROVING UTILITY RATE INCREASES

WHEREAS, staff has completed a review of the funds: water, sanitary sewer, water resources and the solid waste recycling program; and

WHEREAS, staff is recommending rate increases for 2016 as outlined in the utility study and adjusted by ordinance;

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the recommended rate increases included in the attached rate study and ordinance are hereby approved.

APPROVED this 8th day of March, 2016.



Agenda
Number: **6.06**

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Mike Goldstein, Public Safety Director

Reviewed by:

Item: **Adopt Ordinance Amending Section 310 of the City Code Creating a Public Safety Department**

1. ACTION REQUESTED:

Adopt the attached Ordinance Amending Section 310 of the City Code creating a Public Safety Department and a Resolution approving summary publication of said ordinance.

2. BACKGROUND:

On April 28, 2015 the Council approved the creation of a Public Safety Department. The attached ordinance amends language in the City Code to that effect.

3. BUDGET IMPACT:

There is no impact to the budget.

4. ATTACHMENTS:

Ordinance
Resolution Approving Summary Publication

CITY OF PLYMOUTH

ORDINANCE No. 2016-

ORDINANCE AMENDING SECTION 310 OF THE PLYMOUTH CITY CODE CONCERNING PUBLIC SAFETY DEPARTMENT

THE CITY OF PLYMOUTH, MINNESOTA ORDAINS:

SECTION 1. Section 310 of the Plymouth City Code is hereby amended as follows:

~~310.01. City Police Department. Subdivision 1. Creation. There is hereby created a City Police Department for the City.~~

~~Subd. 2. Purpose. The department shall be responsible for the preservation of public peace and order, the prevention and detection of crime, the apprehension of offenders, the protection of persons and property and the enforcement of State laws and City ordinances, and the rendering of emergency services.~~

~~Subd. 3. Police Chief. The Police Department shall be under the direct supervision of the Police Chief who shall be responsible to and under the direct supervision of the City Manager.~~

~~Subd. 4. Personnel. The Police Department consists of a Police Chief and such other members as may be determined from time to time. The Police Chief and other personnel of the Police Department are appointed by the City Manager for an indefinite period. All Police Department employees shall obey the instructions of the Police Chief and any superior officer.~~

~~Subd. 5. Duties of Police Chief. The Police Chief shall be responsible to the City Manager for all aspects of public safety relating to the fair and just enforcement of all laws, Charter provisions, statutes, and ordinances and the preservation of justice, law and order in the City; for developing and implementing selection procedures for personnel of the department.~~

~~310.02. City Fire Department. Subdivision 1. Creation. There is hereby created a City Fire Department for the City.~~

~~Subd. 2. Purpose. The department shall be responsible for the prevention and suppression of fires, the protection of life and property against fire, and the rendering of emergency services.~~

~~Subd. 3. Fire Chief. The Fire Department shall be under the direct supervision of the Fire Chief who shall be responsible to and under the direct supervision of the City Manager.~~

~~Subd. 4. Personnel. The Fire Department consists of a Fire Chief and such other members as may be determined from time to time. The Fire Chief and other personnel of the Fire Department are appointed by the City Manager for an indefinite period. All Fire Department employees shall obey the instructions of the Fire Chief and any superior officer.~~

~~Subd. 5. Duties of Fire Chief. The Fire Chief shall be responsible to the City Manager for all aspects of public safety relating to developing and implementing procedures and policies pertaining to all fire activities, and for developing and implementing selection procedures for personnel of the department.~~

310.01. Public Safety Department. Subdivision 1. Creation. There is hereby created a Public Safety Department for the City of Plymouth.

Subd. 2. The Public Safety Department shall be responsible for the equal protection of all persons and property, fair and just enforcement of all applicable laws of the State of Minnesota and ordinances of the City, prevention of fires, removal of fire hazards, rendering of firefighting, preservation of the public peace and order, prevention and detection of crime, apprehension of offenders, rendering of civil defense services, and development of education and training for employees, volunteers, and citizens of the City respecting matters involving in particular all the foregoing purposes, and in general, the safety and wellbeing of the community at large.

Subd. 3. Organization of the Public Safety Department. The Public Safety Department shall consist of a Police Department Division and a Fire Department Division.

- A. Police Division. The Police Department Division consists of a Police Chief and such other members as may be determined from time to time. The Director of Public Safety may serve as Police Chief. The Police Chief and other personnel of the Police Department Division are appointed by the City Manager for an indefinite period. The Police Department Division shall be under the direct supervision of the Police Chief who shall be responsible to and under the direct supervision of the Director of Public Safety.
- B. Fire Division. The Fire Department Division consists of a Fire Chief and such other subordinate officers and firefighters as may be determined from time to time. The Director of Public Safety may serve as Fire Chief. The Fire Chief and other personnel of the Fire Department Division are appointed by the City Manager for an indefinite period. The Fire Department Division shall be supervised by the Fire Chief who shall be responsible to and under the direct supervision of the Director of Public Safety.

Subd. 4. Director of Public Safety. The Public Safety Department shall be under the direction and supervision of a Director of Public Safety who shall be appointed by and subject to the supervision and direction of the City Manager.

Subd. 5. Duties of Director of Public Safety. The Director of Public Safety shall be responsible to the City Manager and also serve as the City's Emergency Management Director. The Director of Public Safety will be responsible for all aspects of public safety including all fire and police activities relating to the fair and just enforcement of all laws; City Charter provisions, Minnesota Statutes, City ordinances and the preservation of justice, law and order in the City; the direction of civil defense activities within the City and the assignment of personnel within the Public Safety Department; developing and implementing procedures and policies pertaining to all fire and police activities; and developing selection procedures for personnel of the department with assistance from both the Police Chief and Fire Chief.

Subd. 6. Relief Association. The members of the Fire Department may organize themselves into a Firefighters Relief Association.

SECTION 2. This ordinance shall be effective immediately upon its passage.

ADOPTED by the City Council on this 8th day of March, 2016.

Kelli Slavik, Mayor

ATTEST:

Sandra R. Engdahl, City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE No. 2016-

ORDINANCE AMENDING SECTION 310 OF THE PLYMOUTH CITY CODE CONCERNING PUBLIC SAFETY DEPARTMENT

Ordinance No. 2016- amends Section 310 of the Plymouth City Code concerning Public Safety Department

A printed copy of the entire ordinance is available for inspection at the City Clerk's Office during regular office hours.

APPROVED for summary publication by the City Council this 8th day of March, 2016.

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Diane Evans, Director of Parks and Recreation

Reviewed by:

Item: **Approve Exception from Section 2005.13 of the City Code
allowing Liquor Sales and Consumption at the Hilde
Performance Center on June 9 and July 30**

1. ACTION REQUESTED:

Adopt attached resolution approving exception from Section 2005.13 of the City Code allowing liquor sales and consumption at the Hilde Performance Center on June 9 and July 30, 2016.

2. BACKGROUND:

The Hilde Performance Center (Hilde) is a striking forty-five foot tall facility that provides a dramatic outdoor venue space that can accommodate 12,000-15,000 visitors. The facility is one of only a few outdoor venues in the State of Minnesota that has the space and infrastructure that can successfully host high profile entertainment.

Major events at the Hilde add great value to the City including innovative recreation/entertainment, a positive economic impact, and the opportunity for our community to experience an event of this caliber.

In 2014 and 2015, the event organizer, Sue McLean & Associates (SMA), received an exception from Section 2005.13 of the City Code allowing liquor sales and consumption at the Hilde Performance Center for the "Live at the Hilde" events. For 2016, "Live at the Hilde" dates have been scheduled for June 9 and July 30.

Staff is recommending that SMA be granted an exception for two "Live at the Hilde" paid music concert events in 2016. The City requires Public Safety coordination and presence at the events.

3. BUDGET IMPACT:

NA

4. ATTACHMENTS:

Resolution

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION APPROVING EXCEPTION FROM SECTION 2005.13 OF THE CITY CODE ALLOWING LIQUOR SALES AND CONSUMPTION AT THE HILDE PERFORMANCE CENTER ON JUNE 9 AND JULY 30, 2016

WHEREAS, per Section 2005.13, Subd. C of the City Code, possession, sale, or consumption of liquor at the Hilde Performance Center is prohibited unless authorized by Council resolution; and

WHEREAS, major events are planned at the Hilde Performance Center on June 9 and July 30, 2016 where liquor sales and consumption are desired.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the exception from Section 2005.13, Subd. C is hereby approved for events to be held on June 9 and July 30, 2016.

APPROVED by the City Council on this 8th day of March, 2016.



**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Sandy Engdahl, City Clerk

Reviewed by: Luke Fischer, Administrative Services Director

Item: **Adopt Ordinance Amending Chapter 12 and Section 1010 of the City Code concerning Liquor Classifications, Regulations, and Fees**

1. ACTION REQUESTED:

Adopt the attached ordinance amending Chapter 12 and Section 1010 of the City Code concerning liquor classifications, regulations, and fees and a resolution approving summary publication of said ordinance.

2. BACKGROUND:

At a Council Study Session held on February 16th, the Council held a discussion regarding the licensing of taprooms, brew pubs, microdistilleries, and cocktail rooms. Based on that discussion, Council directed staff to prepare an ordinance updating Chapter 12 of the City Code (liquor classifications and regulations) and Section 1010 (fees), which is attached. In summary, the amendments to Chapter 12 and Section 1010 accomplish the following:

- Adds classifications for microdistilleries and cocktail rooms.
- Defines restaurants for the purpose of being granted on-sale liquor licenses. Restaurants will be required to have full service kitchens where meals are regularly prepared.
- Removes the 40/60 food to liquor ratio requirement for renewal of on-sale intoxicating liquor licenses for restaurants. This provision is no longer necessary as only full service restaurants will be granted on-sale liquor licenses.
- Prohibits on-sale or off-sale licenses for exclusive liquor stores. Exclusive liquor stores are establishments that do not have a full-service kitchen and provide limited food (i.e. heated frozen pizzas, sandwiches, and snacks).
- References State Statutes for small brewers, taprooms, brew pubs, microdistilleries, and cocktail rooms, which include hours of sale. This allows the market to determine hours of operation. In the future, if the Council desired to be more restrictive than State Statute on the hours, the City Code could be amended.
- Outlines fees for new classifications of liquor licenses. The license fee for off-sale of product brewed/manufactured on the premises is the same as an off-sale liquor license (\$380). The proposed fee of \$2,500 for taprooms and cocktail rooms is the same fee for a licensee to sell intoxicating malt liquor (wine license fee plus 3.2 malt liquor license fee).

- Adds a nominal license fee for Temporary On-Sale licenses. These licenses are issued by the State after approval by the City. The proposed \$50 license fee would cover the cost of processing the liquor license applications and any enforcement.
- Removes outdated language in the entire Chapter as the majority of that language is already in Minnesota Statutes 340A.

If the attached ordinance is adopted, the zoning items identified at the February 16th Council Study Session will go through the planning process to allow microdistilleries and taprooms to be located in C-3, C-4, C-5, City Center, and specific PUDs that do not contain housing.

3. BUDGET IMPACT:

There are currently no microdistilleries, cocktail rooms, taprooms, or brew pubs in the City. The proposed \$50 fee for Temporary Liquor Licenses would result in approximately \$500 per year in additional revenue.

4. ATTACHMENTS:

Ordinance
Resolution approving summary publication

CITY OF PLYMOUTH

ORDINANCE No. 2016-

ORDINANCE AMENDING CHAPTER 12 AND SECTION 1010 OF THE CITY CODE CONCERNING LIQUOR CLASSIFICATIONS, REGULATIONS, AND FEES

THE CITY OF PLYMOUTH, MINNESOTA ORDAINS:

SECTION 1. Chapter 12 of the City Code shall be amended as follows:

CHAPTER XII

~~SALE, CONSUMPTION AND DISPLAY OF ALCOHOLIC BEVERAGES~~

~~Section 1201 – State Law Adopted/Definitions~~

1201.01. ~~Provisions of State Law Provisions Adopted.~~ Except to the extent the provisions of this Chapter are more restrictive, the provisions of Minnesota Statutes, Chapter 340A, as amended, regarding the terms, licensing, consumption, sales, hours of sale, and all other matters pertaining to the retail sale, distribution, and consumption of intoxicating liquor, malt liquor, and 3.2 percent malt liquor are adopted and made a part of this Chapter as if set out in full.

1201.03. Definitions. For the purposes of this Chapter, and in addition to those definitions contained in Minnesota Statutes, Chapter 340A, as amended, the terms used in this ~~Subsection~~ Chapter are defined as follows:

- A. Brewer: The term “Brewer” means a person who manufactures malt liquor for sale.
- B. Brew pPub: The term “Brew pPub” means a restaurant that holds an on-sale intoxicating liquor license ~~establishment~~ in which malt liquor is brewed or manufactured for sale and consumption on tap on the premises where the malt liquor is brewed or for sale and personal consumption off the brewer’s premises.
- C. Display: The term "Display" means the keeping, storing, or permitting to be kept or stored of an alcoholic beverage which has been poured, dispensed or has had its package seal broken on, in, or at any table, booth, bar or other area of a licensed premises accessible to the general public, except when the alcoholic beverage is stored in a normal storage area during non-sale hours.
- D. Interest: The term "interest" as used in this Chapter includes any pecuniary interest in the ownership, operation, management or profits of a liquor establishment, but does not include: bona fide loans; bona fide fixed sum rental agreements; bona fide open accounts or other obligations held with or without

security arising out of the ordinary and regular course of business or selling or leasing merchandise, fixtures or supplies to such establishment; or any interest of five percent or less in any corporation holding a City liquor license. A person who receives monies, from time to time, directly or indirectly from a licensee in the absence of a bona fide consideration therefor and excluding bona fide gifts or donations, shall be deemed to have a pecuniary interest in such retail license. In determining "bona fide," the reasonable value of the goods or things received as consideration for the payment of the licensee and all other facts reasonably tending to prove or disprove the existence of any purposeful scheme or arrangement to evade any prohibitions under this Chapter shall be considered.

E. Licensed Premises: The term "Licensed Premises" is ~~the premises described in the approved license application, defined as the exact rooms and square footage in a compact and contiguous building or structure situated on the premises and any outdoor enclosed seating area contiguous to that building or structure as described in the license application.~~ In the case of a restaurant, club, or exclusive liquor store licensed for on-sales of alcoholic beverages and located on a golf course, "licensed premises" means the entire golf course except for areas where motor vehicles are regularly parked or operated.

F. Microdistilleries. The term "Microdistilleries" are businesses who provide samples of distilled spirits manufactured on their premises.

~~F~~G. Operating Manager: The term "Operating Manager" as used in this Chapter means a person designated by the license holder who works full-time at the licensed premises and is in charge of day-to-day liquor sales.

~~G~~H. Properly Designated Officer: The term "Properly Designated Officer" means and includes (i) the Plymouth City Fire Inspector; (ii) the Plymouth City Building Official; and (iii) the Health Inspectors employed by Hennepin County or the State of Minnesota acting in the course of the scope of their employment.

I. Restaurant: The term "Restaurant" means a business under the control of a single proprietor or manager having a full service kitchen when, in consideration of payment, meals are regularly served at tables to the general public and which employs an adequate staff to provide the usual and suitable service to its guests.

~~H~~J. Underage Person: The term "Underage Person" means a person who is under the legal drinking age as provided by Minnesota Statutes Chapter 340A.

~~K~~. Theater: The term "theater" means a building containing an auditorium in which live dramatic, musical, dance, or literary performances are regularly presented to holders of tickets for those performances. (Ord. 2004-01, 1/13/2004)

(Ord. 98-2, 1/07/98; Ord. 2014-13, 1/25/2014)

Section 1206 – Retail Licenses

~~1206.01~~1201.05. Retail Licenses Required. Except as provided in Minnesota Statutes Chapter 340A, No person, except as otherwise provided in Minnesota Statutes Chapter 340A shall may directly or indirectly, on any pretense or by any device, sell, barter, keep for sale, charge for possession, or otherwise dispose of alcoholic beverages as part of a commercial transaction without having obtained the required license or permit. Holders of an on-sale intoxicating liquor license are exempt from the requirement that an on-sale 3.2 percent malt liquor license be obtained. ~~deal in, sell, keep for sale or deliver any intoxicating liquor, 3.2 percent malt liquor, or wine as part of a commercial transaction without first having received a license to do so as provided in this Chapter; nor shall any private club or public place, directly or indirectly, or upon any pretense or by any device, allow the consumption or display of intoxicating liquor or serve any liquid for the purpose of mixing with intoxicating liquor without first obtaining a license from the City as provided in this Chapter.~~

~~1205.02~~1201.07. Types of Liquor Licenses. The following types of licenses are issued under this Chapter:

A. On-Sale Intoxicating Liquor License. ~~On-sale intoxicating liquor licenses shall be granted only to hotels, clubs, restaurants, and exclusive liquor stores. A license shall be issued to clubs and congressionally chartered veterans' organizations if they have been in existence for at least three years and liquor sales will only be to members and bona fide guests issued only to those establishments allowed under Minnesota Statutes 340A.404, Subd. 1. On-sale liquor licenses shall permit the sale of intoxicating liquor consumption on the licensed premises only. On-sale intoxicating liquor licenses are subject to the following conditions:~~

~~1. — Where the licensed premises is a free standing building, the building (exclusive of land) must have a minimum valuation of \$500,000;~~

~~2. — Where the licensed premises is located in a multi-tenant retail building, the licensed premises~~

~~a. — May not be an exclusive liquor store; and~~

~~b. — May not permit live music or dancing.~~

B. Off-Sale Intoxicating Liquor License. ~~Off-sale intoxicating liquor licenses may be issued, with the approval of the Commissioner of Public Safety, to an exclusive liquor store and shall permit off-sale of intoxicating liquor and 3.2 percent malt liquor establishments allowed under Minnesota Statutes 340A.405, Subd. 1.~~

C. Wine Licenses. ~~Wine licenses may be issued, with the approval of the Commissioner of Public Safety, only to restaurants having facilities for seating at least 25 people at one time for the sale of wine not exceeding 14 percent alcohol by volume and for consumption on the licensed premises only in conjunction with the sale of food. The holder of a wine license who is also licensed to sell 3.2 percent malt liquor on sale and whose gross receipts are at least 60% attributable to the sale of food, may also sell intoxicating malt liquors at on-sale without an~~

~~additional license. On-sale wine licenses may be issued for the sale of wine for consumption on the licensed premises only. An on-sale wine license may be issued only to a restaurant. The holder of an on-sale wine license who is also licensed to sell 3.2 percent malt liquors at on-sale is authorized to sell intoxicating malt liquors at on-sale without an additional license.~~

D. On-Sale 3.2 Percent Malt Liquor License. On-sale 3.2 percent malt liquor license may be issued to bona fide clubs, beer stores, restaurants, and hotels where food is prepared and served for consumption on the premises ~~only~~. On-sale 3.2 percent liquor malt liquor licenses shall permit the sale for consumption on the premises only.

E. Off-Sale 3.2 Percent Malt Liquor License. Off-sale 3.2 percent malt liquor licenses ~~may be issued to general food stores and drug stores and~~ shall permit the sale of 3.2 percent malt liquor at retail in the original package; for consumption off the premises only.

F. On-Sale Sunday Liquor License. On-sale Sunday liquor licenses may be issued ~~only to a hotel or restaurant, with facilities for serving not less than 30 guests at one time, to which an on-sale intoxicating liquor license has been issued.~~ Such license may permit the sale of liquor to be consumed on the premises between the hours of 10:00 a.m. on Sunday and 1:00 a.m. on Monday in conjunction with the serving of food provided that the licensee is in conformance with the Minnesota Clean Air Act. No Sunday license is needed for on-sale wine licenses to establishments holding an on-sale liquor license hereunder and to brewer taprooms and cocktail rooms. Malt liquor in growlers may be sold at off-sale on Sunday after 8:00 a.m.

G. ~~— Sales after 1:00 a.m. Per Minnesota Statute 340A.504, Subd. 7, no licensee may sell intoxicating liquor or 3.2 percent malt liquor on-sale between the hours of 1:00 a.m. and 2:00 a.m. unless the licensee has obtained a permit from the Commissioner of Public Safety.~~

HG. Temporary On-Sale Licenses. Temporary on-sale liquor ~~and temporary on-sale 3.2 percent malt liquor~~ licenses may be issued to organizations and committees per Minnesota Statutes 340A.404, Subd. 10. ~~a club, or charitable, religious, or nonprofit organization. in existence for at least three years as per Minnesota Statutes 340A.403 and 340A.404, Subd. 10.~~

HI. Club Licenses. Club licenses may be issued to clubs per Minnesota Statutes 340A.404, Subd. 1. ~~Club licenses may be issued to clubs as provided in Minnesota Statute § 340A.404, Subd. 1.~~

II. Consumption and Display Permits. Per Minnesota Statutes 340.414, a Consumption and Display pPermits may be issued to a business establishment or bottle club which complies with the requirements of Minnesota Statute 340A.414 and which has obtained a permit from the Commissioner of Public Safety.

~~KJ. Theater. An on-sale intoxicating liquor license, an on-sale wine license, or an on-sale 3.2 malt liquor license may be issued to a theater. A license issued under this clause authorizes sales on all days of the week to persons attending events at the theater. (Ord. 2004-01, 1/13/2004) Liquor licenses may be issued to theatres per Minnesota Statutes 340A.404, Subd. 1,~~

~~LK. Culinary Classes On-Sale License. A limited on-sale intoxicating liquor license may be issued to a business who qualifies per Minnesota Statutes 340.4041.not otherwise eligible for an on-sale intoxicating liquor license that as part of its business conducts culinary or cooking classes for which payment is made by each participant or for which advanced reservation is required. (Ord. 2014-10, 2/11/2014)~~

~~L. Brewer Taproom License. Brewer taproom licenses shall be issued in accordance with Minnesota Statutes 340A.26.~~

~~M. Small Brewer Off-Sale License. Per Minnesota Statutes 340A.28, a license shall be issued for off-sale of malt liquor at a brewer's licensed premises that been produced and packaged by the brewer.~~

~~N. Sunday Growler Off-Sale License. Per Minnesota Statutes 340A.28, a Sunday growler off-sale license shall be issued for off-sale of malt liquor at a brewer's licensed premises that has been produced and packaged by the brewer on Sundays.~~

~~MO. Brew Pub Off-Sale Malt-Liquor License. Brew pub off-sale liquor licenses shall be issued in accordance with Minnesota Statutes 340A.24. A brewpub off-sale malt liquor license may be issued, with the approval of the Commissioner of Public Safety, to a brewer who holds an on-sale intoxicating liquor or 3.2 percent malt liquor license issued by the City for a restaurant operated in the place of manufacture, subject to the following conditions:~~

- ~~1. The malt liquor sold off sale must be produced and packaged on the licensed premises.~~
- ~~2. Off sale of malt liquor shall be limited to the legal hours of off sale and the malt liquor sold off sale must be removed from the premises before the applicable off sale closing time at exclusive liquor stores.~~
- ~~3. The malt liquor sold off sale shall be packaged in 64-ounce containers commonly known as "growlers" or in 750 milliliter bottles and shall have the following requirements for packaging:
 - ~~A. The containers or bottles shall bear a twist type closure, cork, stopper or plug.~~
 - ~~B. At the time of sale, a paper or plastic adhesive band, strip or sleeve shall be applied to the container or bottle and shall extend over the~~~~

top of the twist type closure, cork, stopper or plug forming a seal that must be broken upon opening of the container or bottle.

~~C. The adhesive band, strip or sleeve shall bear the name and address of the brewer/licensee selling the malt liquor.~~

~~D. The containers or bottles shall be identified as malt liquor, contain the name of the malt liquor, bear the name and address of the brewer/licensee selling the malt liquor, and the contents in the container or bottle packaged as required herein shall be considered intoxicating liquor unless the alcohol content is labeled as otherwise in accordance with the provisions of Minnesota Rules, part 7515.1100.~~

~~4. The retail sales for a brewer/licensee at on-sale or off-sale under this subsection may not exceed 3,500 barrels per year, providing that off-sales may not total more than 50 percent of the brewer/licensee's production or 500 barrels, whichever is less.~~

~~5. A brewer operating a brewpub may hold or have an interest in other retail on-sale licenses, but may not have an ownership interest in whole or in part, or be an officer, director, agent or employee, of any other manufacturer, brewer, importer, or wholesaler or be an affiliate thereof, whether the affiliation is corporate or by management, direction or control. Notwithstanding this prohibition, a brewer licensed under this provision may be an affiliate or subsidiary company of a brewer licensed in Minnesota or elsewhere if that brewer's only manufacture of malt liquor is:~~

~~A. As a brewpub as defined herein and limited to the regulations of a brewpub by this chapter;~~

~~B. Manufactured in another state for consumption exclusively in a restaurant located in the place of a manufacture or brewing; or~~

~~C. Manufactured in another state for consumption primarily in a restaurant located in or immediately adjacent to the place of manufacture, if the brewer was licensed subject to the regulations herein on January 1, 1995.~~

~~N. Small Brewer Off-Sale Malt Liquor License. A brewer licensed by the Commissioner of Public Safety under Minnesota Statutes 340A.301, Subd. 6(c), (i), or (j) may, with the approval of the Commissioner of Public Safety, be issued a license by the City for off-sale or malt liquor subject to the following conditions:~~

~~1. The malt liquor sold off-sale must be produced and packaged by the brewer on the licensed premises.~~

- ~~2. The amount of malt liquor sold at off-sale may not exceed 500 barrels annually.~~
- ~~3. Off-sale of malt liquor shall be limited to the legal hours of off-sale and the malt liquor sold off-sale must be removed from the premises before the applicable off-sale closing time at exclusive liquor stores.~~
- ~~4. The malt liquor sold off-sale shall be packaged in 64-ounce containers commonly known as “growlers” or in 750 milliliter bottles and shall have the following requirements for packaging:
 - ~~A. The containers or bottles shall bear a twist type closure, cork, stopper or plug.~~
 - ~~B. At the time of sale, a paper or plastic adhesive band, strip or sleeve shall be applied to the container or bottle and shall extend over the top of the twist type closure, cork, stopper or plug forming a seal that must be broken upon opening of the container or bottle.~~
 - ~~C. The adhesive band, strip or sleeve shall bear the name and address of the brewer/licensee selling the malt liquor.~~
 - ~~D. The containers or bottles shall be identified as malt liquor, contain the name of the malt liquor, bear the name and address of the brewer/licensee selling the malt liquor, and the contents in the container packaged as required herein shall be considered intoxicating liquor unless the alcohol content is labeled as otherwise in accordance with the provisions of Minnesota Rules, part 7515.1100.~~~~
- ~~5. A brewer may have only one small brewer license under this subsection, and the City shall not issue a license under this subsection if the brewer has a small brewer license issued under Minnesota Statutes 340A.301, Subd. 6d, anywhere else in the state.~~
- ~~6. The City shall not issue a license under this subdivision to a brewer if the brewer seeking the license, or any person having an economic interest in the brewer seeking the license or exercising control over the brewer seeking the license, is a brewer that brews more than 20,000 barrels of its own brands of malt liquor annually or a winery that produces more than 250,000 gallons of wine annually.~~

~~O. — Brewer Taproom License. A brewer who has a license from the Commissioner of Public Safety may be issued a license by the City for an on-sale of malt liquor subject to the following conditions:~~

- ~~1. The malt liquor sold for consumption on-sale must be produced by the brewer on the licensed premises.~~

- ~~2. No other beverages containing alcohol may be sold or consumed on the licensed premises.~~
- ~~3. Days and hours of operation for on-sale of malt liquor at a brewer taproom shall be within the following: Wednesdays, Thursdays and Fridays from 3 p.m. to 11 p.m., and Saturdays from Noon to 11 p.m.~~
- ~~4. The area devoted to on-sale consumption (whether indoor, outside, or a combination thereof) shall not exceed 15 percent of the gross floor area of the overall brewer or 2,000 square feet, whichever is less.~~
- ~~5. The brewer demonstrates that adequate parking would be provided for the taproom use.~~
- ~~6. Any outside seating or entertainment areas shall be located not less than 500 feet from schools and residential land uses.~~
- ~~7. Outside seating or entertainment areas shall not have live music or amplified music unless allowed as a "special event" under a separately issued administrative permit.~~
- ~~8. The brewer may arrange for food trucks or take-out food delivery service during taproom hours of operation.~~
- ~~9. The license and taproom would, in all other respects, comply with the applicable regulations of Minnesota Statutes 340A.301, Subd. 6b.~~

P. Microdistilleries Off-Sale License. Per Minnesota Statutes 340A.22, Subd. 4, a license shall be issued for off-sale of distilled spirits that is produced and packaged by the distiller.

Q. Cocktail Room On-Sale License. Cocktail room licenses shall be issued in accordance with Minnesota Statutes 340A.22, Subd. 2.

R. Prohibited Licenses. The City may not issue on-sale or off-sale licenses for exclusive liquor stores.

(Ord. 2014-13, 1/25/2014)

1206.031201.09. License Periods.

A. ~~Each~~ Renewal License. Renewal licenses shall be issued for a maximum period of one year. All licenses expire on January 31 of each year.

B. Intoxicating and 3.2 Percent Malt Liquor Licenses. All intoxicating liquor and 3.2 percent malt liquor licenses expire on January 31 of each year. If the application is made during the license year, the license shall be issued for the remainder of the year.

C. Temporary On-Sale License. Temporary on-sale licenses shall expire according to their terms.

D. Consumption and Display Licenses. Consumption and display licenses shall expire on March 31 of each year. (Ord. 2000-15, 5/09/2000)

~~1206.04~~1201.11. Retail License Fees.

A. Annual Fees. The annual fees for all licenses ~~and temporary licenses~~ are set forth in Chapter X.

B. Prorated Fees. If a license application is made during the license year, the license shall be issued for the remainder of the year for a pro rata fee, with any unexpired fraction of a month being counted as one month.

C. Payment. The fees for all liquor licenses must be paid in advance of their expiration date. (Ord. 2006-01, 1/10/2006)

D. Investigation Fees. Investigation fees for all new applications licenses are set forth in Chapter X. Investigation fees are non-refundable. ~~No investigation fee shall be charged for a renewal application. At any time that an additional investigation is required because of a change in the control of a corporate license, change in Operating Manager, change in location, or enlargement of the premises, the licensee shall pay the investigation fee as set forth in Chapter X. Where a new application is filed as a result of incorporation or a change of name by an existing licensee and the ownership control and interest in the license are unchanged, no additional investigation fee will be required.~~

~~1206.05~~1201.13. License Fee Refunds. License fees shall be refunded per Minnesota Statutes 340A.408, Subd. 5, ~~if an application for a license is denied by the Council, except where rejection is for a willful misstatement in the license application. No part of the fee paid for any issued license shall be refunded except as authorized under Minnesota Statute Section 340A.408, Subd. 5, upon application to the City Clerk within 20 days of the happening of any event provided under Minnesota Statute Section 340A.408, Subdivision 5.~~

~~1206.06~~1201.15. Insurance. All applicants or any type of intoxicating liquor, 3.2 percent malt liquor, or wine license, must, as a condition to the issuance of the license, maintenance of the license and renewal of the license, demonstrate proof of financial responsibility with regard to liability imposed by Minnesota Statutes 340A.801 to the City. The minimum requirements for proof of financial responsibility are set forth in Minnesota Statutes 340A.409. The sale of alcohol is prohibited if the required insurance is not in effect. Certificates of insurance required by this Section shall provide that the City must be given 10 days advance written notice of the cancellation of any insurance described in the certificate.

~~A. Except as provided in Minnesota Statute 340A.409, Subd. 4, all applicants for a license under this Chapter must, as a condition to the issuance of the license, maintenance of the license and renewal of the license, demonstrate proof of financial responsibility with regard to liability imposed by Minnesota Statute,~~

~~Section 340A.801 to the City. The minimum requirements for proof of financial responsibility are set forth in Minnesota Statute 340A.409. The City shall be named as additional insured on the liability insurance policy.~~

~~B. All applicants for a license under this Chapter must, as a condition to the issuance of the license, maintenance of the license and renewal of the license, have workers compensation insurance as required by law.~~

~~1206.07~~1201.17. License Application. A license applicant shall complete the application forms provided by the City Clerk and the Minnesota Commissioner of Public Safety. ~~The City Clerk may waive completion of any part of the form that is inappropriate or unnecessary.~~

~~1206.08~~1201.19. Execution of Application. If the application is by ~~an individual~~ a natural person, it shall be signed and sworn to by such person; if by a corporation, by an officer thereof; if by a partnership, by one of the partners; if by an unincorporated association, by the operating officer or managing officer thereof. If the applicant is a partnership, the application, license, and insurance policy shall be made and issued in the name of all partners. It shall be unlawful to make any false statement in an application. Applications shall be filed with the City Clerk.

~~1206.09~~1201.21. Renewal Application. Applications for the renewal of an existing license shall be made at least ~~45~~ 60 days prior to the date of the expiration of the license, and shall state that everything in the prior applications remains true and correct except as otherwise indicated.

~~B. Renewal applications for an on-sale license for a restaurant shall include a Certified Public Accountant statement showing total sales, food sales, liquor sales, and percentage of total sales for the previous year. The Council shall not renew the license unless at least 40% of the establishment's annual gross sales is from the serving of prepared food.~~

~~1206.10~~1201.23. Criminal Background Investigations.

A. At the time of making an initial application, or renewal application, or request for a new Operating Manager, the applicant shall, in writing, authorize the Police Department to investigate all facts set out in the application and do a personal background and criminal record check on the applicant and Operating Manager. The applicant shall further authorize the Police Department to release information received from such investigation to the Council. (*Ord. 99-06, 2/16/99; Ord. 2000-15, 5/09/2000*)

B. Should the Council deny the applicant's request for a license due, partially or solely, to the applicant's prior conviction of a crime, the Council shall notify the applicant of the grounds and reasons for the denial; the applicable complaint and grievance procedure as set forth in Minnesota Statutes, Section 364.06; the earliest date the applicant may reapply for a license; and that all competent evidence of rehabilitation will be considered upon reapplication.

~~1206.11~~1201.25. Hearing Required for New Licenses. A public hearing for the issuance of a license for a new premises; or applicant for a different licensee at the same premises, shall be preceded by 10 days published notice ~~and 10 days posted notice at City Hall and on the premises to~~

be licensed. In addition, the public hearing notice for the issuance of a license for a new premises or for a different licensee at the same premises, shall also be preceded by a 10 days mailed notice to all owners of property located within 500 feet of the boundaries of the property on which the business that is the subject of the application is located. A public hearing is not required for temporary license applications. (*Ord. 2003-30, 10/14/2003*)

~~1206.12~~1201.27. Information Considered for License Approval. The Council shall consider the following in addition to conformity with state statutes and city ordinances in determining whether a new or renewal license shall be ~~approved~~granted:

A. ~~The criminal background investigative and staff report submitted by the Police Department and City Clerk;~~

B. Applicant is a convicted felon, has a driver's license that was cancelled as inimical to public safety, and/or a pattern of alcohol-related offenses.

~~BC.~~ Information received through the public hearing process;

~~CD.~~ Whether the applicant has or will take affirmative action to minimize public safety problems commonly associated with on-sale liquor establishments, including but not limited to DWI drivers, illegal sale to minors, disturbing the peace, etc.;

~~DE.~~ Any other relevant information.

~~1206.13~~1201.29. Granting or Transfer of License.

A. Applicant. A license shall be issued to the applicant only, ~~and no license shall be transferred except as provided in this Chapter.~~

B. Licensed Premises. Each license shall be issued only for the licensed premises.

~~C. Building Under Construction. When a license is granted for a premises where the building is under construction or otherwise not ready for occupancy, the City Clerk shall not issue the license until notified by the Building Official that the building is ready for occupancy.~~

~~DC.~~ Death of Licensee. In the event of the death of a person holding a license, the personal representative of that person shall be allowed to continue to operate the business within the terms of the license for a period not to exceed 90 days after the death of the licensee.

~~1206.14~~1201.31. Corporations, Partnerships, or Associations.

A. All corporations, partnerships, and associations must designate an Operating Manager. The Operating Manager must be a person working full-time at the licensed premises who is in charge of day-to-day liquor sales.

B. Licenses issued to corporations shall be valid only so long as there is no change in the officers or ownership interest of the corporation, as defined in this Chapter, unless such change is approved by the Council. The requirement concerning change in officers does not apply to corporations whose stock is traded on the New York or American Stock Exchanges.

C. Licenses issued to associations or partnerships shall be valid only so long as there is no change in the partnership or association, unless such change is approved by the Council.

D. Corporations, partnerships, or associations holding licenses shall submit written notice to the City Clerk of any changes described herein on or before 30 days prior to the effective date of any such change. Notwithstanding the definition of "interest" as defined in this Chapter, in the case of a corporation, the licensee shall notify the City Clerk when a person not listed in the application acquires an interest that, when combined with that of a spouse, parent, brother, sister, or child, exceeds five percent and shall give all information about said person as is required of a person pursuant to the provisions of this Chapter.

E. Corporations holding licenses shall submit written notice to the City Clerk of any change in Operating Managers prior to the effective date of such change. The written notice shall designate the new Operating Manager. ~~The new Operating Manager shall be subject to the investigation required by this Chapter.~~ (Ord. 99-6, 2/16/99; Ord. 2000-15, 5/09/2000)

F. The designation of a new Operating Manager shall not cause the corporation's license to become invalid before a decision is rendered by the City Manager, provided proper notice and application are made by the applicant. A proposed new Operating Manager shall be referred to as the interim Operating Manager. In the event an interim Operating Manager is rejected by the City Manager, the corporation shall designate another interim Operating Manager and make the required application within 15 days of the City Manager's decision. If the City Manager rejects a proposed Operating Manager, the decision may be appealed to the Council by filing a written notice of appeal with the City Clerk within 10 days after being notified of the rejection. (Ord. 2000-15, 5/09/2000)

~~1206.15~~1201.33. Persons Ineligible for License.

A. State Law. No license shall be granted to or held by any person per Minnesota Statutes 340A.402.

- ~~1. — Made ineligible by State law;~~
- ~~2. — Who is a person under 21 years of age;~~
- ~~3. — Who is not a citizen of the United States or a resident alien;~~
- ~~4. — Upon whom it is impractical to conduct a background and financial investigation due to the unavailability of information;~~

~~5. — Who has had a liquor license revoked within five years of the license application, or to any person who at the time of the violation owns any interest, whether as a holder of more than five percent of the capital stock of a corporation licensee, or to a corporation, partnership, association, enterprise, business, or firm in which any such person is in any manner interested; who is not of good moral character and repute;~~

~~6. — Who has a direct or indirect interest in a manufacturer, brewer, or wholesaler; or~~

~~7. — Who, within five years of the license application, has been convicted of a felony or a willful violation of a federal or state law or local ordinance governing the manufacture, sale, distribution, or possession for sale or distribution of an alcohol beverage and who cannot show competent evidence under Minnesota Statutes Section 364.03 of sufficient rehabilitation and present fitness to perform the duties of a licensee.~~

B. Operating Manager Required. No licenses shall be granted to a corporation that does not have an Operating Manager who is eligible pursuant to the provisions of this chapter.

C. Real Party in Interest. No license shall be granted to a person who is the spouse of a person ineligible for a license under this Chapter or who, in the judgment of the Council, is not the real party in interest or beneficial owner of the business operated, or to be operated, under the license.

~~D. — Residency Requirements. A license will not be renewed if, in the case of an individual, the licensee is not a resident of the State at the time of the date for renewal; if, in the case of a partnership, the managing partner is not a resident of the State at the time of the renewal; or in the case of a corporation, if the Operating Manager does not reside within 100 miles of the City at the time of the date of renewal. The time for establishing residency within the State may, for good cause, be extended by the Council. (Ord. 98-31, 9/02/98)~~

~~E. — Delinquent Taxes or Charges. No license shall be granted for operation on any premises on which state, city or county taxes, assessments, or other financial claims of the state, city, or county are delinquent and unpaid. Notwithstanding the foregoing, if the delinquent taxes, assessments, or financial claims are against a landowner, and licensee is a tenant of landowner and has no financial interest in landowner, then the Council may, in its discretion, but shall not be required to, grant a license to an applicant so long as the applicant is not delinquent on any taxes, assessments, or financial claims as set forth herein.~~

D. Interest Defined. The term "interest" as used in this section includes any pecuniary interest in the ownership, operation, management or profits of a retail liquor establishment, but does not include: bona fide loans; bona fide fixed sum rental agreements; bona fide open accounts or other obligations held with or without security arising out of the ordinary and regular course of business of

selling or leasing merchandise, fixtures or supplies to such establishment; or an interest of 10 percent or less in any corporation holding a city liquor license. A person who receives monies from time to time directly or indirectly from a licensee in the absence of a bona fide consideration therefor and excluding bona fide gifts or donations, shall be deemed to have a pecuniary interest in such retail license. In determining "bona fide", the reasonable value of the goods or things received as consideration for the payment by the licensee and all other facts reasonably tending to prove or disprove the existence of any purposeful scheme or arrangement to evade the prohibitions of this section shall be considered.

E. Outstanding Debts. No license shall be granted or renewed for operation on any premises on which real estate taxes, assessments, or other financial claims of the city or of the state are due, delinquent, or unpaid. If an action has been commenced pursuant to the provisions of Minnesota Statutes 278, questioning the amount or validity of taxes, the Council may, on application by the licensee, waive strict compliance with this provision; no waiver may be granted, however, for taxes, or any portion thereof, which remain unpaid for a period exceeding one year after becoming due unless such one-year period is extended through no fault of the licensee.

~~1206.16~~1201.35. Conditions of Approval. At the time a license is issued pursuant to this Chapter ~~or a consumption and display permit is approved,~~ the Council may attach special conditions to the approval based upon the nature of the business, the location of the business, and verified complaints, if any, to protect the health, safety, welfare, and quietude of the community and ensure harmony with the location where the business is located. Violation of any of the conditions shall be grounds for revocation of the license.

~~1206.17~~1201.37. Distance from School. No liquor licenses issued in this Chapter, with the exception of temporary liquor licenses, ~~on-sale or off-sale intoxicating liquor license, club license, consumption and display permit, on-sale or off-sale 3.2 percent malt liquor license, or wine license,~~ may be granted within the same block of any school ~~or within 500 feet of any school.~~ The distance shall be measured from the freestanding parcel or lot upon which the business to be licensed is located or from the exterior wall of the approved area leased or owned by the business to be licensed within a shopping center to the nearest point of the parcel or lot upon which the school is located. The erection of a school within the prohibited area after the original license application has been granted shall not, in and of itself, render such premises ineligible for renewal of the license.

~~1206.18.~~ Federal Stamps. ~~No licensee shall possess a federal wholesale liquor dealer's special tax stamp or a federal gambling stamp.~~

~~1206.19~~1201.39. Revocation or Suspension of License. The Council may suspend or revoke any license for the sale of ~~intoxicating or 3.2 percent malt liquor~~ alcoholic beverages for any of the following reasons:

A. False or misleading statements made on a license application or renewal, or failure to abide by the commitments, promises or representations made to the Council.

- B. Violation of any special conditions under which the license was granted, including, but not limited to, the timely payment of real estate taxes, and all other charges.
- C. Violation of any Federal, State, or local law regulating the sale of intoxicating liquor, 3.2 percent malt liquor, or controlled substance.
- D. Creation of a nuisance on the premises or in the surrounding area.
- E. That the licensee suffered or permitted illegal acts upon the licensed premises or on property owned or controlled by the licensee adjacent to the licensed premises, unrelated to the sale of intoxicating liquor or 3.2 percent malt liquor.
- F. That the licensee had knowledge of illegal acts upon or attributable to the licensed premises, but failed to report the same to the police.
- G. Expiration or cancellation of any required insurance, or failure to notify the City within a reasonable time of changes in the term of the insurance or the carriers.

~~1206.20. — Inactive License. The Council may revoke the intoxicating liquor or 3.2 percent malt liquor license of any establishment granted a license that is not under construction and exhibiting satisfactory progress toward completion within six months from its issuance, or any establishment that ceases operation for a period of six months. A hearing shall be held to determine what progress has been made toward opening or reopening the establishment and, if satisfactory progress is not demonstrated, the Council may revoke the license.~~

~~1206.21~~1201.41. Hearing Notice. Revocation or suspension of a license by the Council shall be preceded by public hearing conducted in accordance with Minnesota Statutes Section 14.57 to 14.70. The Council may appoint a hearing examiner or may conduct a hearing itself. The hearing notice shall be given at least 10 days prior to the hearing, include notice of the time and place of the hearing, and state the nature of the charges against the licensee.

~~1206.22~~1201.43. Presumptive Civil Penalties.

- A. Purpose. The purpose of this Section is to establish a standard by which the Council determines the length of license suspensions and the propriety of revocations, ~~and shall apply to all premises licensed under this Chapter.~~ Any licensee found to have violated this Chapter, or whose employee has violated this Chapter, will be charged as noted in the violation grid. These penalties are presumed to be appropriate for every case; however, the Council may deviate in an individual case where the Council finds that there exist substantial reasons making it more appropriate to deviate, such as, but not limited to, a licensee's efforts in combination with the State or City to prevent the sale of alcohol to minors. When deviating from these standards, the Council will provide written findings that support the penalty selected.

B. Minimum Penalties for Violations. The minimum penalties for convictions or violations must be presumed as follows (unless specified, numbers below indicate consecutive days' suspension):

The following violations require revocation of the license on the first violation:

- Commission of a felony related to the licensed activity.
- Sale of alcoholic beverages while license is under suspension.
- Sale of intoxicating liquor where only license is for 3.2 percent malt liquor.

(Ord. 2001-08, 2/27/2001; Ord. 2009-16, 10/13/2009)

The following violations fall under this violation grid broken down by type of license.

- ~~Sale of alcoholic beverages to under age persons.~~
- Failed to comply with any applicable statute, regulation or ordinance relating to alcoholic beverages.
- Sold alcoholic beverages to another retail licensee for the purpose of resale.
- Purchased alcoholic beverages from another retail licensee for the purpose of resale.
- ~~After hours sale/display/consumption of alcoholic beverage.~~
- Conducted or permitted the conduct of illegal gambling on the licensed premises in violation of the law.
- ~~Sale of alcoholic beverages to obviously intoxicated person.~~
- ~~Failure to take reasonable steps to stop person from leaving premises with alcoholic beverages (on sale allowing off sale).~~

Type of License	1st Violation	2nd Violation within 36 months	3rd Violation within 36 months	4th Violation within 36 months
On-Sale Intoxicating Liquor	\$500 and 5 days stayed suspension	\$1,000 and 5 days suspension	\$2,000 and 10 days suspension	Revocation
Off-Sale Intoxicating liquor	\$500 and <u>35</u> days stayed	\$1,000 and <u>35</u> days	\$2,000 and <u>710</u> days	Revocation

Type of License	1st Violation	2nd Violation within 36 months	3rd Violation within 36 months	4th Violation within 36 months
	suspension	suspension	suspension	
On-Sale Beer and Wine	\$500 and 5 days stayed suspension	\$1,000 and 5 days suspension	\$2,000 and 10 days suspension	Revocation
Off-Sale 3.2 Malt	\$1,000 <u>\$500</u> and 10 <u>5</u> days stayed suspension	\$1,500 <u>\$1,000</u> and 10 <u>5</u> days suspension	\$2,000 and 20 <u>10</u> days suspension	Revocation

(Ord. 2011-11, 4/26/2011)

Any violation not listed in the previous information would be heard by the Council, and ~~they~~ the Council would review all information and circumstances and determine a penalty with the maximum fine of \$2,000 and/or 60-day suspension or determine if the license should be revoked.

First violations would be handled by an administrative hearing with the Police Chief with the presumptive penalty given to license holders. License holders have the right to request a hearing before the Council if not in agreement with the presumptive penalty. The Police Chief also has the right to request a hearing before the Council if he/she believes there exists substantial reason making it appropriate to deviate from the presumptive penalty. If the Police Chief and licensee agree on the presumptive penalty, these will be reported to the Council in a staff report. (Ord. 99-11, 5/04/99; Ord. 2000-29, 8/08/2000; Ord. 2001-08, 2/27/2001; Ord. 2009-16, 10/13/2009)

C. Multiple Violations. At a licensee's first appearance before the Council, the Council must act upon all of the violations that have been alleged in the notice sent to the licensee. The Council in that case must consider the presumptive penalty for each violation under the first appearance column in subsection (B) above. The occurrence of multiple violations is grounds for deviation from the presumed penalties in the Council's discretion.

D. Subsequent Violations. Violations occurring after the notice of hearing has been mailed, but prior to the hearing, must be treated as a separate violation and dealt with as a second appearance before the Council, unless the City Manager and licensee agree in writing to add the violation to the first appearance. The same procedure applies to a second, third, or fourth appearance before the Council.

E. Subsequent Appearances. Upon a second, third, or fourth appearance before the council by the same licensee, the Council must impose the presumptive penalty for the violation or violations giving rise to the subsequent appearance without regard to the particular violation or violations that were the subject of the first or prior appearance. However, the Council may consider the amount of time elapsed between appearances as a basis for deviating from the presumptive penalty imposed by this Section.

F. Computation of Violations. Multiple violations are computed by checking the time period of the three years immediately prior to the date of the most current violation. (*Ord. 2000-29, 8/08/2000*)

G. Other Penalties. Nothing in this Section shall restrict or limit the authority of the council to suspend up to 60 days, revoke the license, impose a civil fine not to exceed \$2,000, to impose conditions, or take any other action in accordance with law; provided, that the license holder has been afforded an opportunity for a hearing in the manner provided in this Chapter.

(*Ord. 98-2, 1/07/98; Ord. 2009-16, 10/13/2009; Ord. 2011-29, 10/25/2011*)

Section 1211 – Retail Sales Regulation

~~1211.01~~1201.45. Retail Sales Regulations.

Right of Inspection.

A. Any Plymouth police officer or any properly designated officer displaying proper identification shall have the unqualified right to enter, inspect, and search the premises of any licensee hereunder without a warrant, during business hours or when owners, Operating Managers, or other employees are located on the premises.

B. The business records of the licensee, including Federal and State tax returns, shall be available for inspection by the City at all reasonable times upon written request.

~~1211.02~~1201.47. Responsibility of Licensee.

A. Orderly Conduct. Every licensee shall be responsible for the conduct on the licensee's place of business including conduct and activity attributable to the business on property owned or controlled by the licensee. Every licensee shall also cooperate with the City in controlling activity attributable to the business in surrounding areas.

~~B. Act of Employee. The act of any employee in violation of this Chapter on the licensed premises is deemed the act of the licensee as well, and the licensee shall be liable for all penalties provided by this Chapter and other laws equally with the employee.~~

~~1211.03~~1201.49. Hours of Operation. A. ~~Hours and Days of Sale. Hours and days of sale shall be as allowed by state law. There shall be no consumption or display of intoxicating or 3.2 percent malt liquor during the hours that sale is prohibited by state law~~The provisions of Minnesota Statutes Chapter 340A.504 with reference to the hours of sale are hereby adopted and made a part of this chapter as if fully set out herein. Malt liquor in growlers may also be sold at off-sale on Sunday after 8:00 a.m.

~~B. — Non-employees on Premises. A liquor licensee shall not allow non-employees on the business premises from 15 minutes after the sale of intoxicating liquor is prohibited until the sale is again permitted except as hereinafter provided. On sale intoxicating liquor licensees and on sale 3.2 percent malt liquor licensees may permit non-employees on the premises during its normal hours of operation when the sale of intoxicating and 3.2 percent malt liquor is prohibited, provided, that there be no sale, consumption, or display of intoxicating or 3.2 percent malt liquor during the hours in which the sale or consumption of liquor is prohibited, and provided that the licensee has closed off all access to the bar area in a manner approved by the City.~~

~~1211.04~~1201.51. Posting License. All liquor licensees shall have the license posted in a conspicuous place that is visible to the public in the licensed establishment at all times. ~~The licenses shall be posted in a conspicuous place in the licensed establishment at all times.~~

1201.53. Beverage Restrictions.

A. No intoxicating liquor shall be sold or furnished or delivered to any obviously intoxicating person, or to any person to whom sale is prohibited by State law.

B. No person shall give, sell, procure or purchase intoxicating liquor to or for any person to whom the sale of intoxicating liquor is forbidden by law.

~~1211.05~~1201.55. Building Changes. Proposed enlargement or substantial alteration which changes the character of the establishment, or extension of premises previously licensed shall be reported to the City Clerk at or before the time application is made for a building permit for any such change. The enlargement, substantial alteration or extension shall not be allowed unless the Council approves an amendment to the license.

~~1211.06~~1201.57. Public Character of Guest Rooms of Hotels Liquor Sales. No sale of liquor shall be made to or in guest rooms of hotels unless:

~~A. — The rules of such hotel provide for the service of meals in guest rooms;~~

~~B. — The sale of such liquor is made in the manner on sales are required to be made;~~

~~C. — Such sale accompanies and is incidental to the regular service of meals to guests therein;~~

~~D. — The guest rooms and any meeting and/pool and outdoor seating areas are included as part of the licensed premises in the liquor application rules of such hotel and the description, location, and number of such guest rooms are fully set out in the application for the liquor license.~~

~~1211.07~~1201.55. Restrictions Involving Underage Persons ~~Persons under 21; Illegal Acts.~~ Illegal acts for persons under 21 per Minnesota Statutes 340A.503, are prohibited.

A. ~~No licensee, his agent, or employee shall serve or dispense upon the licensed premises any intoxicating or 3.2 percent malt liquor to a person under the legal drinking age; nor shall such licensee, or his agent or employee, permit any such person to be furnished or allowed to consume any such liquors on the licensed premises; nor shall such licensee, his agent, or employee, permit any such person to be delivered any such liquors.~~

B. ~~No person under the legal drinking age shall enter a licensed premises for the purpose of purchasing or consuming any alcoholic beverage. It is not unlawful for any person who has attained the age of 18 years to enter licensed premises for the following purposes:~~

- ~~1. To perform work for the establishment, including the serving of alcoholic beverages, unless otherwise prohibited by statute;~~
- ~~2. To consume meals; and~~
- ~~3. To attend social functions that are held in a portion of the establishment where liquor is not sold.~~

C. ~~No person under the legal drinking age shall consume or receive delivery of intoxicating or 3.2 percent malt liquor except in the household of the minor's parent or guardian, and then only with the consent of such parent or guardian.~~

D. ~~No person under the legal drinking age shall possess any intoxicating or 3.2 percent malt liquor. Possession of an alcoholic beverage by a person under the legal drinking age at a place other than the household of the parent or guardian is prima facie evidence of intent to consume it at a place other than the household of the person's parent or guardian.~~

E. ~~Misrepresenting Age. No underage person shall misrepresent the person's age for the purpose of obtaining intoxicating liquor or 3.2 percent malt liquor, nor shall the person enter any premises licensed for the retail sale of intoxicating liquor or 3.2 percent malt liquor for the purposes of purchasing or having served or delivered any alcoholic beverage. Nor shall any such person purchase, attempt to purchase, consume, or have another person purchase for the underage person any intoxicating liquor or 3.2 percent malt liquor.~~

F. ~~Identification Requirements.~~

~~1. Identification Required. Any person shall, upon demand of the licensee, his employee, or agent, produce and permit to be examined one of the forms of identification provided under Minnesota Statutes 340A.503, Subdivision 6.~~

~~2. Prima Facie Evidence. In every prosecution for a violation of the provisions of this section relating to the sale or furnishing of intoxicating liquor or 3.2 percent malt liquor beverages to underage persons and in~~

~~every proceeding before the Council with respect thereto, the fact that the underage person involved has obtained and presented to the licensee, his employee or agent, a driver's license, passport or identification card from which it appears that said person was not an underage person and was regularly issued such identification card, shall be prima facie evidence that the licensee, his agent or employee is not guilty of a violation of such a provision and shall be conclusive evidence that a violation, if one has occurred, was not willful or intentional.~~

~~1211.08. — Employment of Persons Under Eighteen Years of Age. No person under 18 years of age may serve or sell intoxicating liquor in a retail intoxicating liquor establishment.~~

1211.09 1201.57. Prohibited Conditions.

A. Prostitution. No licensee shall knowingly permit the licensed premises or any room in those premises or any adjoining building directly under the licensee's control to be used by prostitutes.

B. Controlled Substances. No licensee shall knowingly permit the sale, possession or consumption of controlled substances on the licensed premises in violation of state law.

C. Gambling. Gambling and gambling devices are not permitted on licensed premises (except for premises licensed for on-sale intoxicating liquor). State lottery tickets may be purchased and sold within licensed premises as authorized by the director of the state lottery. (*Ord. 2003-02, 1/28/2002*)

D. Nudity. Subdivision 1. No licensee, owner, or manager of any liquor establishment licensed pursuant to this chapter, shall permit or allow in such establishment any Nudity, Sadomasochistic Abuse, Sexual Contact or Sexual Excitement as defined:

1. "Nudity" means the showing or exposing of the post-pubertal human male or female genitals, pubic area or buttocks with less than a fully opaque covering, or the showing of a post-pubertal female breast with less than a fully opaque covering of any portion thereof below the top of the nipple or the showing of covered male genitals in a discernibly erect or sexually excited state.

2. "Sadomasochistic Abuse" means scenes involving a person or persons, any of whom are nude, clad in undergarments or in sexually revealing costumes, and who are engaged in activities involving the flagellation, torture, fettering, binding or other physical restraint of any such persons.

3. "Sexual Conduct" means acts of masturbation, sexual intercourse, or physical contact with a person's unclothed genitals, pubic area, buttocks or, if such a person is female, her breast.

4. “Sexual Excitement” means the condition of the human male or female genitals or the breasts of the female when in a state of sexual stimulation or the sensual experience of humans engaging in or witnessing sexual conduct or nudity.

~~1211.10. — Ownership of Equipment. No equipment or fixture in any licensed place shall be owned in whole or in part by any manufacturer or distiller except such as shall be expressly permitted by state law.~~

~~1211.11. — Display of Liquor. No on-sale liquor establishment shall display liquor to the public during the hours when the sale of liquor is prohibited.~~

~~1211.12. Delivery.~~

~~A. — Restrictions. Only licensed off-sale retail liquor establishments and no other dealers may make deliveries of intoxicating liquor from their stores to the residence of the purchaser or other location. Such delivery shall be made only to a person 21 or more years of age. No deliveries may be made to a beer tavern or other public or private place in violation of law. No deliveries may be made to purchasers in any location where the sale or delivery thereof is prohibited by law. No deliveries may be made of any intoxicating liquor during the hours when off-sale of liquor is prohibited by state law or municipal ordinance. Only alcoholic beverages ordered and packed at the store for delivery shall be carried in the delivery vehicle.~~

~~B. — Delivery Tickets Required. The person in charge of any vehicle delivering intoxicating liquor to purchasers shall carry an invoice or delivery slip stating the date and names and addresses of the seller and purchaser, itemizing the number, size, and brands of intoxicating liquor to be delivered. Upon delivery, the invoice shall be signed by the person accepting delivery and by the deliverer and the signed copy preserved on the retainer's premises for a period of six months.~~

~~C. — Licensee May Refuse to Deliver. Any licensee, or employee or agent of the licensee, may refuse to sell or deliver intoxicating liquor to any person whom they have reason to believe is ineligible to buy such liquor, or whom they have reason to believe intends to deliver the intoxicating liquor to ineligible consumers. They may require a person of doubtful age to produce written evidence of being 21 or more years of age.~~

~~1211.13~~ 201.59. Samples. Wine, liqueur, cordial, and distilled spirits samples are authorized per Minnesota Statutes 340A.510 ~~Off-sale licensees may provide samples of malt liquor, wine, liqueurs, cordials, and distilled spirits which the licensee currently has in stock and is offering for sale to the general public without obtaining an additional license, provided the wine, liqueur, cordial, and distilled spirits samples are dispensed at no charge and consumed on the licensed premises during the permitted hours of off-sale in a quantity less than 100 milliliters of malt liquor per variety per customer, 50 milliliters of wine per variety per customer, 25 milliliters of liqueur or cordial, and 15 milliliters of distilled spirits per variety per customer.~~

(Ord. 98-2, 1/07/98; Ord. 2011-29, 10/25/2011)

~~Section 1216 - Social Hosts~~

~~1216.01~~1203.01. Social Hosts.

Definitions. For the purposes of this Section, the following terms have the meanings given:

A. “Alcohol” means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.

B. “Alcoholic beverage” means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine, or beer, and which contains one-half of one percent or more of alcohol by volume and which is fit for beverage purposes either alone or when diluted, mixed, or combined with other substances.

C. “Gathering” means a group of three or more persons who have assembled or gathered together for a social occasion or other activity.

D. “Host” means to aid, conduct, sponsor, organize, supervise, control, or allow a gathering.

E. “Parent” means a person having the following relationship to a juvenile:

1. A natural parent, adoptive parent, or step-parent;
2. A legal guardian; or
3. A person to whom legal custody has been given by order of a court.

F. “Person” means an individual, partnership, co-partnership, corporation, or an association of one or more individuals. “Person” does not include a city, county, or state agency.

G. “Premises” means any location, including a home, yard, farm, field, land, apartment, condominium, hotel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for a party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.

H. “Underage person” means an individual under 21 years of age.

~~1216.03~~1203.03. Prohibited Acts.

A. It is unlawful for a person to host or allow a gathering on any premises if:

1. The person knows that alcohol or alcoholic beverages will be present; and
2. The person knows that an underage person will attend, or is likely to attend; and
3. The person fails to take reasonable steps to prevent the possession or consumption of alcoholic beverages by an underage person; and
4. An underage person consumes an alcoholic beverage, or possesses an alcoholic beverage with the intent to consume it, at the gathering.

B. Examples of reasonable steps include:

1. Directing, on a one-time basis or as a standing order, that no consumption of alcohol and alcoholic beverages is allowed; or
2. Controlling access to alcohol or alcoholic beverages; or
3. Checking identification of attendees to determine age; or
4. Supervising the activities of underage persons at the gathering either in person or through a responsible adult.

C. A person is not criminally responsible under this ordinance if the person does not know that a gathering will occur, or does not know that alcoholic beverages will be present, or does not know that an underage person will be or is likely to be present. However, if a person has the knowledge specified in paragraph 1 above, a person who hosts a gathering does not have to be present at the gathering to be criminally responsible.

D. A person is criminally responsible for violating paragraph 1 above if the person intentionally aids, advises, hires, counsels, or conspires with or otherwise procures another to commit the prohibited act.

~~1216.05~~1203.05. Exceptions.

- A. This section does not apply to conduct of an underage person that is permitted by his or her parent and occurs in the parents' household.
- B. This section does not apply to a legally protected religious observance.
- C. This section does not apply when an underage person is lawfully in possession of alcohol or alcoholic beverages during the course and scope of employment.
- D. This section does not apply to the holder of a liquor license issued under Section 1206 of this code, but it does apply to a person who hosts a gathering at such a liquor establishment.

(Ord. 2011-18, 6/28/2011)

SECTION 2. Section 1010, Subd. 5 of the City Code shall be amended as follows:

Subd. 5.	<u>Liquor</u>		
	A. Liquor	1206 1	
	On-Sale		\$8,240
	<u>Temporary On-Sale per application</u>		<u>\$50</u>
	Off-Sale		\$380
	Club		\$300
	Wine		\$2,000
	Liquor - Sunday		\$200
	Investigation Fee		
	if conducted within the State of Minnesota		\$500
	if required outside the State of Minnesota, the		
	charge shall be the actual costs not to exceed		\$10,000
	Operating Manager when done alone		\$50
	Culinary Classes <u>On-Sale</u>		\$100
	B. Consumption and Display		
	Regular		\$300
	Non-profit		\$150
	C. Beer <u>3.2 Percent Malt Liquor:</u>	1206	
	On-Sale		\$500
	Off-Sale		\$100
	<u>Temporary</u>		<u>\$50</u>
	D. Brewer	1206	
	Brew Pub Off-Sale Liquor		\$380
	<u>Small Brewer Off-Sale Liquor</u>		\$380
	Brewer Taproom		\$2,500
	<u>Brewer Off-Sale Sunday Malt Liquor in Growlers</u>		<u>\$50</u>
	<u>Sunday Growler Off-Sale</u>		<u>\$50</u>
	E. <u>Microdistillery</u>		
	Off-Sale		\$380
	<u>Cocktail Room On-Sale</u>		<u>\$2,500</u>

SECTION 3. This ordinance shall become effective immediately upon its passage.

ADOPTED by the City Council this 8th day of March, 2016.

Kelli Slavik, Mayor

ATTEST:

Sandra R. Engdahl, City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

**RESOLUTION APPROVING SUMMARY PUBLICATION OF
ORDINANCE No. 2016-**

**ORDINANCE AMENDING CHAPTER 12 AND
SECTION 1010 OF THE CITY CODE CONCERNING
LIQUOR CLASSIFICATIONS, REGULATIONS, AND FEES**

Ordinance No. 2016- amends Chapter 12 and Section 1010 of the Plymouth City Code concerning liquor classifications, regulations, and fees.

A printed copy of the entire ordinance is available for inspection at the City Clerk's Office during regular office hours.

APPROVED for summary publication by the City Council on this 8th day of March, 2016.

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Daniel Campbell, Senior Engineering Technician

Reviewed by: Doran Cote, Director of Public Works

Item: **Accept Streets and/or Utilities for Continual Maintenance in O'Donnell Woods (2012099) and Trillium Woods (2008085)**

1. ACTION REQUESTED:

Adopt the attached resolutions accepting streets and/or utilities for the following developments:

Streets only:

O'Donnell Woods (2012099)

Utilities only:

Trillium Woods (2008085)

2. BACKGROUND:

Staff has received requests to accept the streets and/or utilities in various developments, which reflects completed work in the development. The City has made inspections of the work and has determined that it is acceptable. The funds the City would retain are for the required two-year warranty period for utilities and the one-year warranty period for streets.

3. BUDGET IMPACT:

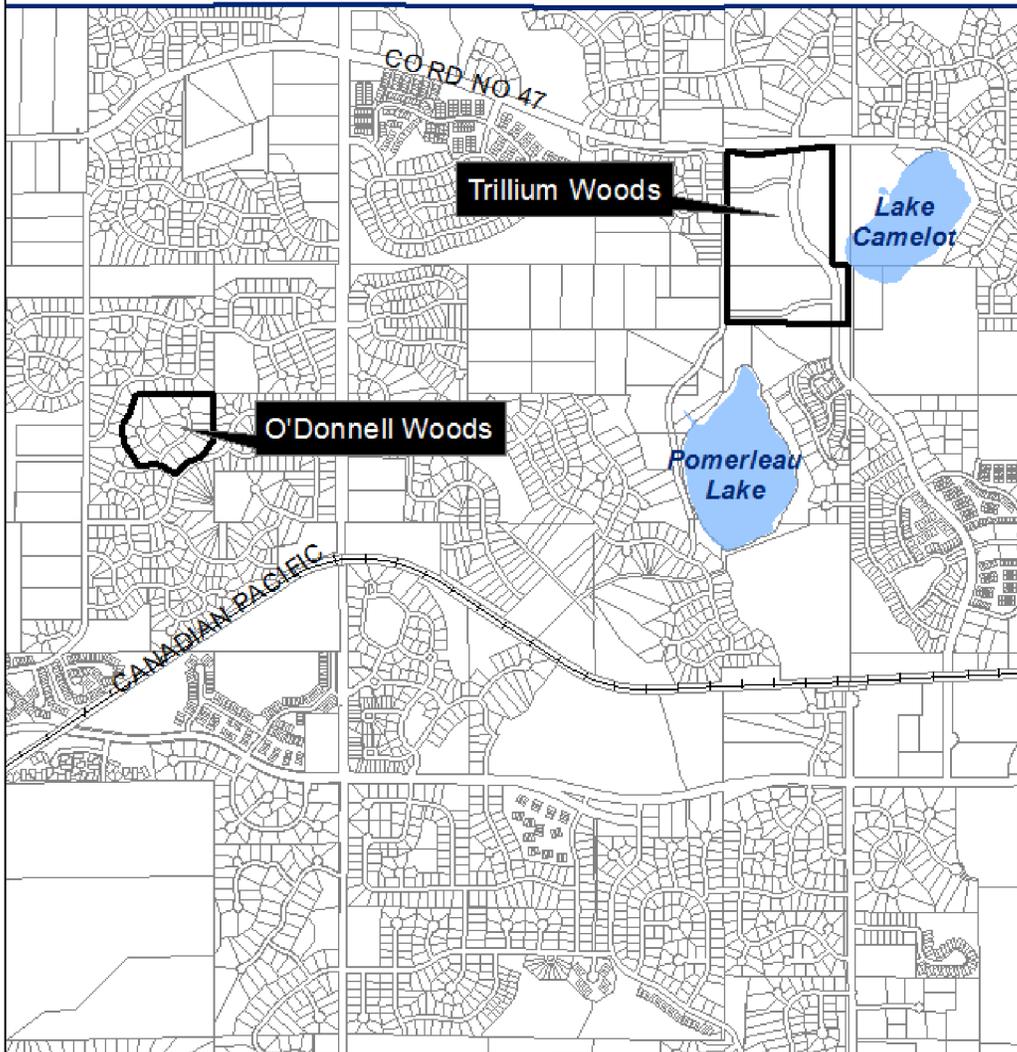
Not applicable.

4. ATTACHMENTS:

Location Map

Resolutions

Accepting Streets or Utilities Location Map



CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION ACCEPTING STREETS FOR CONTINUAL MAINTENANCE FOR O'DONNELL WOODS ADDITION (2012099)

WHEREAS, in accordance with the development contract dated January 22, 2013, T Creek 3 Inc., developer of O'Donnell Woods Addition (2012099), has agreed to install certain improvements for said development; and

WHEREAS, the developer has completed a portion of the street, utility and site grading as noted below; and

WHEREAS, the developer has requested a reduction of the required financial guarantee to reflect the completed work.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA; that the financial guarantee requirements are reduced as follows below and that the required financial guarantee and Letter of Credit No. 249 for the items be reduced from \$189,493 to \$78,857:

<u>ITEM</u>	<u>ORIGINAL AMOUNT</u>	<u>CURRENT AMOUNT</u>	<u>NEW AMOUNT</u>
Street Construction	\$167,570	\$67,028	\$41,893
Sanitary Sewer	101,381	25,346	0
Watermain	63,640	15,910	0
Storm Sewer System	63,100	15,775	0
Boulevard and Drainage swale sod	5,400	2,700	2,700
Pond Construction	20,000	10,000	5,000
Filtration Basins	3,000	2,000	2,000
Street & Traffic Control Signs	1,700	0	0
Sidewalk Improvements	18,100	5,400	4,500
Trail Improvements	10,000	10,000	2,500
Street Lighting	7,500	0	0
Erosion Control	10,000	7,500	2,850
Site Grading and Drainage Improv.	34,975	6,995	6,995
Setting Iron Monuments	4,600	0	0
Tree Preservation and Reforestation	10,000	0	0
Design, Admin., Insp., As-Builts (12%)	<u>41,677</u>	<u>20,839</u>	<u>10,419</u>
Total:	\$562,643	\$189,493	\$78,857

BE IT FURTHER RESOLVED that the streets are accepted for continuous maintenance as of March 8, 2016, subject to the one-year guarantee by the Developer per Letter of Credit No. 249.

APPROVED by the City Council on this 8th day of March, 2016.

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION ACCEPTING UTILITIES FOR CONTINUAL MAINTENANCE FOR TRILLIUM WOODS ADDITION (2008085)

WHEREAS, in accordance with the development contract dated March 15, 2013, LCS-Westminster Partnership V, LLP, developer of Trillium Woods Addition (2008085), has agreed to install certain improvements for said development; and

WHEREAS, the developer has completed a portion of the street, utility and site grading as noted below; and

WHEREAS, the developer has requested a reduction of the required financial guarantee to reflect the completed work.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA; that the financial guarantee requirements are reduced as follows below and that the required financial guarantee and Letter of Credit No. IS0080365U for the items be reduced from \$990,049 to 672,947:

<u>ITEM</u>	<u>ORIGINAL AMOUNT</u>	<u>CURRENT AMOUNT</u>	<u>NEW AMOUNT</u>
Street/Fire Lane/ Parking Lot Const.	\$868,798	\$232,199	\$232,199
Sanitary Sewer	142,783	85,670	35,696
Watermain	153,557	92,134	38,389
Storm Sewer System	260,362	156,217	65,091
Boulevard and Drainage swale sod	12,800	12,800	12,800
Street & Traffic Control Signs	5,000	0	0
Sidewalk Improvements	45,430	11,358	11,358
Trail Improvements	37,677	9,419	9,419
Retaining Walls/Fences	115,960	28,990	0
Landscaping	202,640	79,625	79,625
Site Lighting	326,040	100,000	100,000
Grading & Erosion Control	43,500	21,750	21,750
Setting Iron Monuments	6,100	0	0
Design, Administration, Inspection, As-Builts (12%)	<u>266,478</u>	<u>159,887</u>	<u>66,620</u>
Total:	\$2,487,125	\$990,049	\$672,947

BE IT FURTHER RESOLVED that the utilities are accepted for continuous maintenance as of March 8, 2016, subject to the two-year guarantee by the Developer per Letter of Credit No. IS0080365U.

APPROVED by the City Council on this 8th day of March, 2016.

**REGULAR
COUNCIL MEETING**

March 8, 2016

**Review Deadline:
May 12, 2016**

To: Dave Callister, City Manager

Prepared by: Kip Berglund, Planner

Reviewed by: Barbara Thomson, Planning Manager and Steve Juetten,
Community Development Director

Item: **Approve Preliminary and Final Plat for "Pietig Berkshire
Estates" for property located at 315-317 Berkshire Lane
(Pietig Bros. Inc. - 2016002)**

1. ACTION REQUESTED:

Adopt attached resolution approving a preliminary and final plat for Pietig Bros., Inc., for Pietig Berkshire Estates, as recommended by the Planning Commission.

Approval requires a 4/7 vote of the Council.

2. BACKGROUND:

On February 17, 2016, the Planning Commission conducted the public hearing on this matter and subsequently voted unanimously to recommend approval of the request. A copy of the Planning Commission meeting minutes and report is attached. A development contract is not included because no public improvements are required.

Notice of the Planning Commission's public hearing was published in the City's official newspaper and mailed to all property owners within 750 feet of the site. Development signage remains on the site.

3. BUDGET IMPACT:

Not applicable.

4. ATTACHMENTS:

Planning Commission Minutes
Planning Commission Report with Attachments
Resolution

C. PIETIG BROS. INC. (2016002)

Chair Davis introduced the request by Pietig Bros. Inc. for a preliminary plat for "Pietig Berkshire Estates" for property located at 315-317 Berkshire Lane.

Senior Planner Drill gave an overview of the staff report.

Commissioner Anderson referenced the common wall that would be divided down the middle and asked how that would work, whether there would be a covenant for maintenance.

Senior Planner Drill confirmed that there would need to be a cooperative agreement, which is addressed in the resolution. He advised that an inspection would need to occur to ensure that the separation runs through the attic.

Chair Davis introduced Mark Pietig, representing the applicant, who stated that he is present to address any questions.

Commissioner Saba stated that typically when a lot line is created there is a city easement created as well and asked if that would apply in this situation.

Senior Planner Drill replied that would not apply in this case, as there is a zero lot line running through a building.

Chair Davis opened the public hearing and closed the public hearing, as there was no one present to speak on the item.

MOTION by Commissioner Oakley, seconded by Commissioner Goldetsky, to recommend approval of the request by Pietig Bros. Inc. for a preliminary plat for "Pietig Berkshire Estates" for property located at 315-317 Berkshire Lane. **Vote.** 7 Ayes. **MOTION** approved.

7. NEW BUSINESS

A. ELECTION OF OFFICERS

By acclamation, the commission recommended Jim Davis for chair and Marc Anderson for vice-chair.

Commissioner Kovach agreed to serve as liaison to the Park and Recreation Advisory Committee.

8. ADJOURNMENT

MOTION by Chair Davis, with no objection, to adjourn the meeting at 8:31 P.M.

PLYMOUTH COMMUNITY
DEVELOPMENT DEPARTMENT

PLANNING AND ZONING
STAFF REPORT

TO: Plymouth Planning Commission

FROM: Kip Berglund, Planner (509-5453) through Barbara Thomson, Planning Manager ^{by}

MEETING DATE: February 17, 2016

APPLICANT: Pietig Bros., Inc.

PROPOSAL: Preliminary plat for "Pietig Berkshire Estates"

LOCATION: 315-317 Berkshire Lane

GUIDING: LA-2 (living area 2)

ZONING: RSF-4 (single and two family)

REVIEW DEADLINE: May 12, 2016

DESCRIPTION OF REQUEST:

The applicant is requesting approval of a preliminary plat to be called "Pietig Berkshire Estates." The request consists of dividing the subject parcel into two lots for property located at 315-317 Berkshire Lane. Under the proposal, no new construction is proposed and a lot line would be placed through the middle of the existing two-family dwelling.

The applicant has also requested a final plat which will be reviewed by the City Council.

Notice of the public hearing was published in the city's official newspaper and mailed to all property owners within 750 feet of the site. A copy of the notification area map is attached. Development signage was also placed on the site.

CONTEXT:

Surrounding Land Uses

	Adjacent Land Use	Guiding	Zoning
North and South	Two-family dwellings	LA-2	RSF-4
East	Single-family homes	LA-2	RSF-2
West (across Cheshire Lane)	Commercial and industrial businesses	C and IP	C-2 and I-2

Natural Characteristics of Site

This site is located in the Minnehaha Creek Watershed District. The site is not located in a shoreland management overlay district or a floodplain overlay district. There are no wetlands on the site. The request is subject to the tree preservation ordinance. However, there are no mature trees on the property.

Previous Actions Affecting Site

The existing two-family home on the property was built in 1991 as part of the Carlson Center Sixth Addition subdivision.

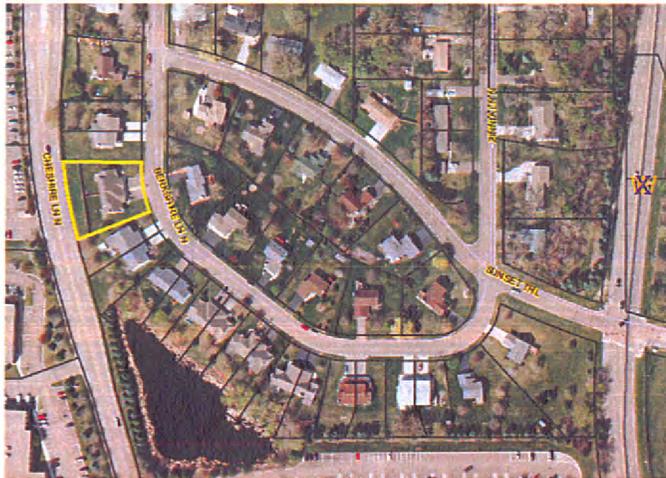
LEVEL OF CITY DISCRETION IN DECISION-MAKING:

The city's discretion in approving or denying a preliminary plat is limited to whether or not the proposed plat meets the standards outlined in the subdivision regulations and zoning ordinance. This is because preliminary plat review is a "quasi-judicial" action (enforcement of established policy). If a preliminary plat application meets the standards, the city must approve the preliminary plat.

ANALYSIS OF REQUEST:

The applicant has requested a subdivision of the existing property to allow each half of the existing two-family home to be located on a separate lot. No changes to the property are proposed with this subdivision including construction, access and utilities.

The applicant states that having two separate lots would allow for each side of the two-family home to be sold separately in the future. The Carlson Center Sixth Addition subdivision has nine two-family homes. This would be the final two-family home to create a zero lot line (see map below). The other eight lots created the zero-lot lines administratively when the subdivision was approved in 1991. Administrative review and approval of minor subdivisions was discontinued in 2009.



Preliminary Plat

Section 500 of the subdivision regulations and section 21355 of the zoning ordinance include standards that preliminary plat applications must meet. Staff used these standards to review the application as follows:

Subdivision and Zoning Requirements			
	Required	Proposed	Meets Requirements?
Lot Arrangement			
<u>Lot 1</u>			
Lot Width	Min. 90 feet (two-family base lot)	115 feet	Yes
Lot Area	Min. 6,000 sq ft (two-family)	9,180 sq ft	Yes
<u>Lot 2</u>			
Lot Width	Min. 90 feet (two-family base lot)	115 feet	Yes
Lot Area	Min. 6,000 sq ft (two-family)	9,322 sq ft	Yes
Setbacks			
<u>Lot 1</u>			
Front	25 feet	35.8 feet	Yes
Side	8 feet-living space 6 feet-attached garage	17.1 feet 32 feet	Yes Yes
Rear	25 feet	68.3 feet	Yes
<u>Lot 2</u>			
Front	25 feet	35.8 feet	Yes
Side	8 feet-living space 6 feet-attached garage	17.6 feet 32 feet	Yes Yes
Rear	25 feet	66.5 feet	Yes

Comprehensive Plan

The comprehensive plan includes two-family homes as an appropriate land use for properties guided LA-2. The LA-2 guiding designation specifies a minimum density goal of three dwelling units per acre and a maximum density of six dwelling units per acre. Density is based on net acreage excluding ponds, wetlands and related buffers. This method of calculating density is consistent with the procedures established by the Metropolitan Council.

Based on the net acreage (approx. 0.42 acres) and the density guidelines in the LA-2 land use classification, one to two dwelling units could be proposed. The applicant's proposal for two dwelling units would be consistent with the comprehensive plan.

Conclusion on the Preliminary Plat

Staff supports the request with the finding that the proposed plat would be consistent with the comprehensive plan, and would comply with the standards outlined in the subdivision regulations and zoning ordinance subject to the conditions listed in the attached resolution.

RECOMMENDATION:

Community Development Department staff recommends approval of the preliminary plat for "Pietig Berkshire Estates" subject to the conditions outlined in the attached resolution.

If new information is brought forward at the public hearing, staff may alter or reconsider its recommendation.

ATTACHMENTS:

1. Draft Resolution Approving Preliminary Plat
2. Applicant's Narrative
3. Location Map
4. Aerial Photo
5. Notification Area Map
6. Site Graphics

6. BRIEF DESCRIPTION OF REQUEST: (Attach separate sheet, if necessary)

Split parcel into 2 separate lots.
I'm extending city review period for final plat
to be same as preliminary plat.

I hereby apply for the above consideration and declare that the information and materials submitted with this application are complete and accurate per city code and ordinance requirements. I understand that the city will process the application once the planning division finds that it is complete. I understand and agree that the city may place a sign on my property for purposes of notification that an application is under consideration.

PLEASE NOTE: If the property fee owner is not the applicant, the applicant must provide written authorization from the property fee owner in order to make application.

PROPERTY FEE OWNER(S) SIGNATURE(S): Mark Fuchs

APPLICANT(S) SIGNATURE(S): Mark Fuchs

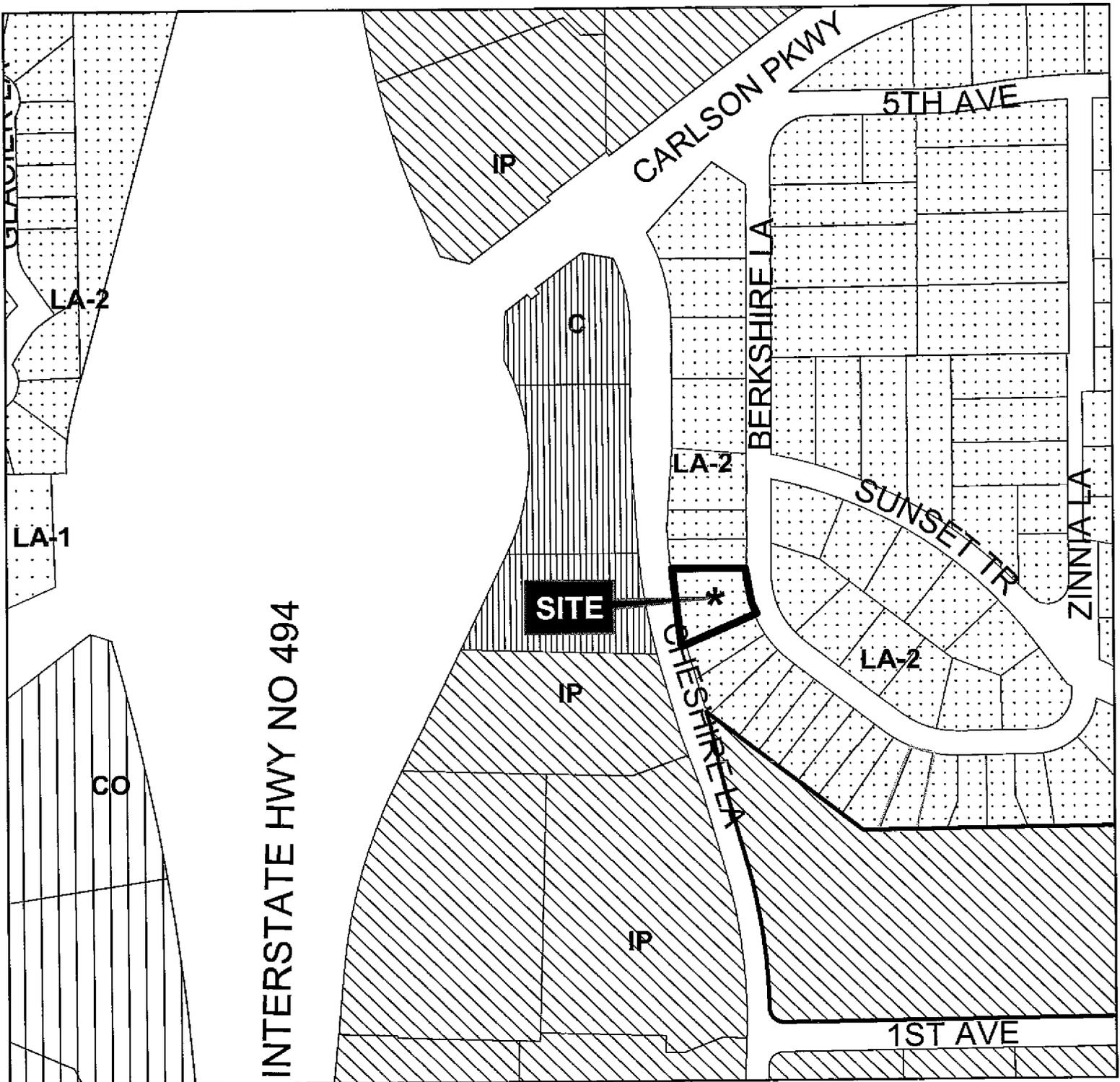
DATE: 1-13-16

*****FOR CITY USE ONLY*****

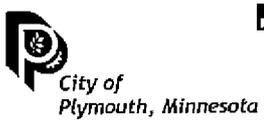
Project Name: Pietig Berkshire Estates Type of Project: Preliminary and Final Plat*

APPLICATION/ SIGNAGE FEES → 2 signs \$ <u>715</u>	TOTAL FEES DUE \$ <u>2715</u>
WETLAND-RELATED FEES \$ <u>X</u>	
ESCROW (400-2800) \$ <u>2000</u>	
APPROVED FOR DEPOSIT BY DEPARTMENT CONTACT: <u>Barb 1/13/16</u>	

* nothing further



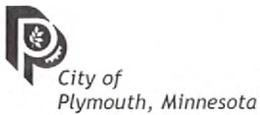
2016002
Pietig Bros., Inc.
315-317 Berkshire Lane
Request for a Preliminary Plat



- Legend**
- C, Commercial
 - CC, City Center
 - CO, Commercial Office
 - IP, Planned Industrial
 - LA-1, Living Area 1
 - LA-2, Living Area 2
 - LA-3, Living Area 3
 - LA-4, Living Area 4
 - LA-R1
 - LA-R2
 - LA-R3
 - LA-RT
 - P-I, Public/Semipublic Institutional



2016002 - Aerial Photograph

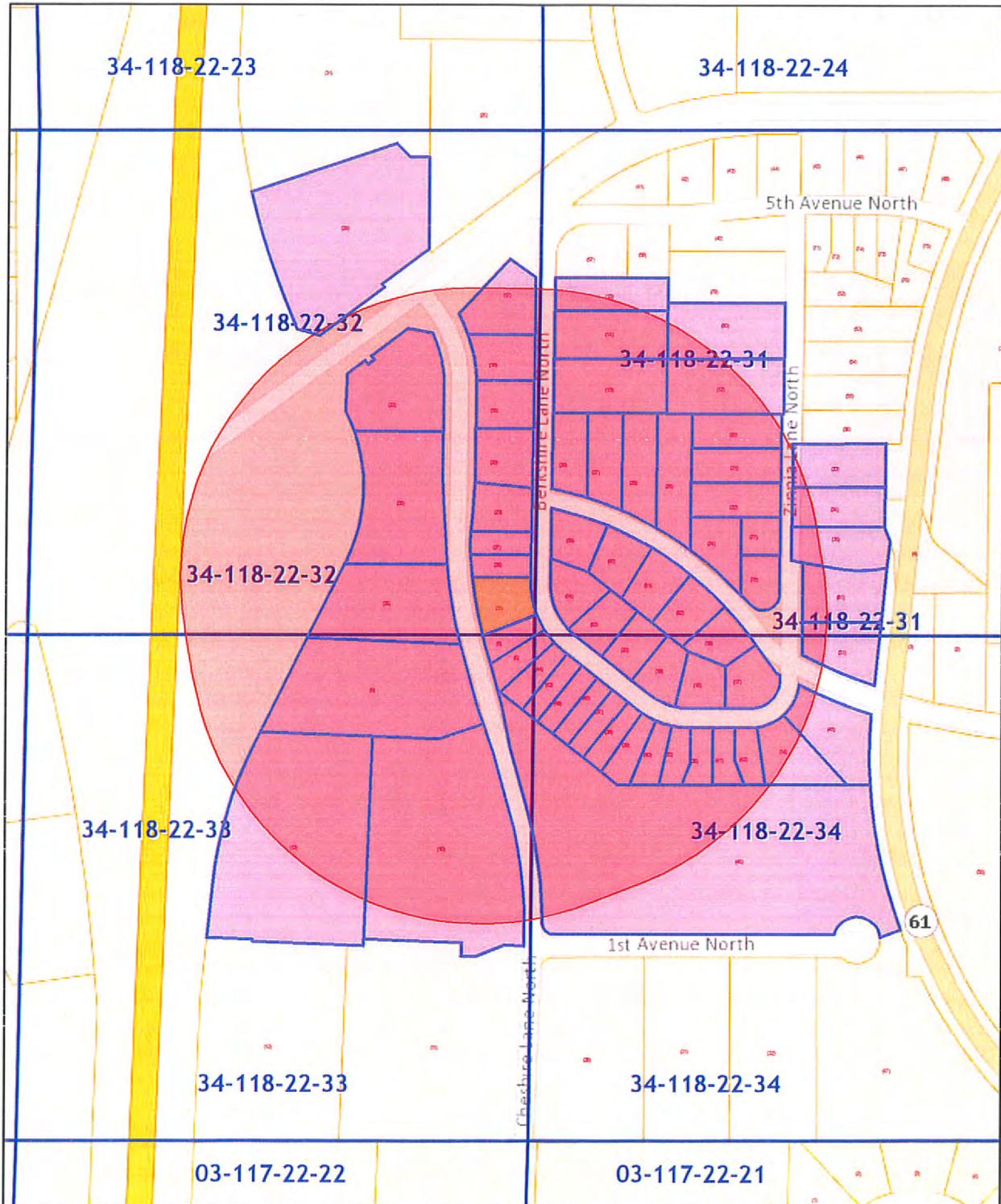




Hennepin County Locate & Notify Map

Provided By: Resident and Real Estate Services Department

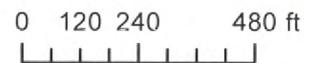
Date: 1/28/2016



Buffer Size: 750 feet

Map Comments:

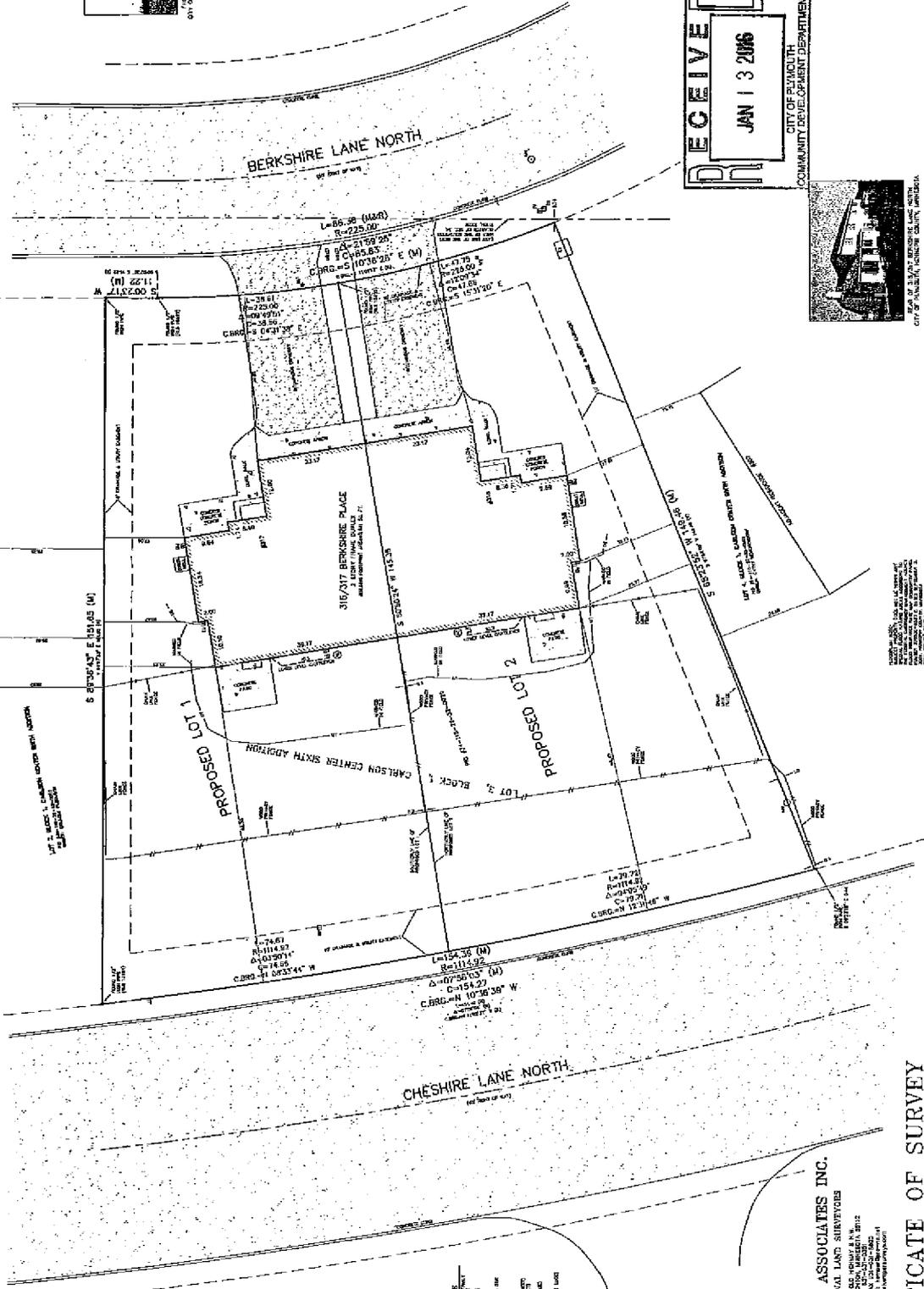
317 Berkshire Lane North
Plymouth, MN 55441
PID# 34-118-22-32-0025



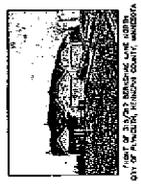
For more information contact:
Hennepin County GIS Division
300 6th Street South
Minneapolis, MN 55487
gis.info@hennepin.us

2016002

PRELIMINARY PLAT OF
PIETIG BERKSHIRE ESTATES
CITY OF PLYMOUTH, BERKNEEN COUNTY, MINNESOTA



1. ALL DISTANCES ARE IN METERS.
2. ALL BEARINGS ARE TRUE BEARINGS.
3. ALL DISTANCES ARE TO THE CENTER OF THE LINE.
4. ALL DISTANCES ARE TO THE CORNER OF THE LOT.
5. ALL DISTANCES ARE TO THE CENTER OF THE CURVE.



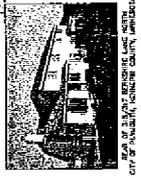
GENERAL NOTES:
1. THIS PLAT IS A PRELIMINARY PLAT AND IS NOT A FINAL PLAT.
2. THE CITY OF PLYMOUTH, MINNESOTA, HAS REVIEWED THIS PLAT AND HAS APPROVED IT FOR RECORDATION.
3. THE CITY OF PLYMOUTH, MINNESOTA, HAS REVIEWED THIS PLAT AND HAS APPROVED IT FOR RECORDATION.

AREA SUMMARY:
TOTAL AREA: 1.23 ACRES
TOTAL LOT AREA: 1.23 ACRES
TOTAL UNDEVELOPED AREA: 1.23 ACRES

LEGEND:

1	PROPOSED LOT
2	EXISTING LOT
3	EXISTING STRUCTURE
4	EXISTING DRIVEWAY
5	EXISTING DRIVE
6	EXISTING CURVE
7	EXISTING CURVE CENTER
8	EXISTING CURVE RADIUS
9	EXISTING CURVE CHORD
10	EXISTING CURVE ANGLE
11	EXISTING CURVE BEARING
12	EXISTING CURVE DISTANCE
13	EXISTING CURVE AREA
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99	EXISTING CURVE CHORD CIRCUMFERENCE
100	EXISTING CURVE CHORD ANGLE

RECEIVED
JAN 13 2016
CITY OF PLYMOUTH
COMMUNITY DEVELOPMENT DEPARTMENT



GENERAL NOTES:
1. THIS PLAT IS A PRELIMINARY PLAT AND IS NOT A FINAL PLAT.
2. THE CITY OF PLYMOUTH, MINNESOTA, HAS REVIEWED THIS PLAT AND HAS APPROVED IT FOR RECORDATION.
3. THE CITY OF PLYMOUTH, MINNESOTA, HAS REVIEWED THIS PLAT AND HAS APPROVED IT FOR RECORDATION.

KEMPER & ASSOCIATES INC.
PROFESSIONAL LAND SURVEYORS
100 W. WASHINGTON, MINNEAPOLIS, MN 55402
TEL: 612-338-2882
WWW.KEMPERANDASSOCIATES.COM

CERTIFICATE OF SURVEY
DATE: 1/13/2016

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION APPROVING PRELIMINARY PLAT AND FINAL PLAT FOR “PIETIG BERKSHIRE ESTATES” FOR PROPERTY LOCATED AT 315-317 BERKSHIRE LANE (2016002)

WHEREAS, Pietig Bros., Inc., has requested approval of a preliminary plat and final plat to subdivide the roughly 0.42-acre parcel presently legally described as:

That part of Lot 3, embraced within the West Half of the Southwest Quarter of Section 34, Township 118, Range 22, Block 1, Carlson Center Sixth Addition, Hennepin County, Minnesota; and,

WHEREAS, the Planning Commission has reviewed said request at a public hearing and recommends approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Pietig Bros., Inc., for a preliminary plat and final plat for “Pietig Berkshire Estates”, subject to the following conditions:

1. A preliminary plat and final plat is approved to allow the property to be subdivided into two lots, with a lot line going down the middle of the existing two-family home, in accordance with the application and plans received by the city on January 13, 2016, except as may be amended by this resolution.
2. **Prior to release of the final plat for recording, the applicant shall:**
 - a) Request a separate inspection by the City of Plymouth building division for verification of: 1) minimum fire wall separation requirements between the two units; and 2) each unit being served by separate utilities.
 - b) Provide an approved property maintenance agreement that ensures the maintenance and upkeep of the structure and lots to meet minimum City standards. The applicant shall provide proof of recording of the agreement being filed with the Hennepin County Recorder’s Office as a deed restriction against the title of each unit.
3. Future expansions or alterations of the home are subject to additional reviews and approvals.
4. This approval shall expire two years after the date of approval, unless the applicant has recorded the final plat, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 512 of city code.

ADOPTED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day
of _____, _____.

City Clerk

**REGULAR
COUNCIL MEETING**

March 8, 2016

**Review Deadline:
March 22, 2016**

To: Dave Callister, City Manager

Prepared by: Marie Darling, Senior Planner

Reviewed by: Barbara Thomson, Planning Manager, and Steve Juetten,
Community Development Director

Item: **Approve Final Plat and Development Contract for
"Aspen Hollow 2nd Addition" (Pulte Group -
2016003)**

1. ACTION REQUESTED:

Adopt attached resolutions approving final plat and development contract and assessments for "Aspen Hollow 2nd Addition."

Approval requires a 4/7 vote of the City Council.

2. BACKGROUND:

On June 10, 2014, the Council approved the preliminary plat for "Aspen Hollow" consisting of 138 single-family lots, one amenity lot, and land dedication for the Northwest Greenway trail corridor and a neighborhood park.

On August 26, 2014, the Council approved the final plat for the first phase, which included 72 single-family lots, the amenity lot, and the land for the Northwest Greenway and the neighborhood park.

At this time, the applicant is requesting final plat approval for "Aspen Hollow 2nd Addition" consisting of 41 single-family lots and one outlot. The outlot would be platted into the third and final phase of Aspen Hollow in the future, and would consist of the remaining 25 single-family lots.

The requested final plat is consistent with the approved preliminary plat.

3. BUDGET IMPACT:

N/A

4. ATTACHMENTS:

Location Map
Applicant's Narrative
Approved Preliminary Plat
Final Plat
Development Contract
Resolutions



Location Map - 2016003
Pulte Group
Aspen Hollow 2nd Addition
Final Plat



City of
Plymouth, Minnesota



Legend

- C, Commercial
- CC, City Center
- CO, Commercial Office
- IP, Planned Industrial
- LA-1, Living Area 1
- LA-2, Living Area 2
- LA-3, Living Area 3
- LA-4, Living Area 4
- LA-R1
- LA-R2
- LA-R3
- LA-RT
- P-I, Public/Semi-Public/Institutional

2016003

SATHRE-BERGQUIST, INC.

150 SOUTH BROADWAY, WAYZATA, MINNESOTA,
55391 (952) 476-6000 FAX (952) 476-0104



Date: December 7, 2016

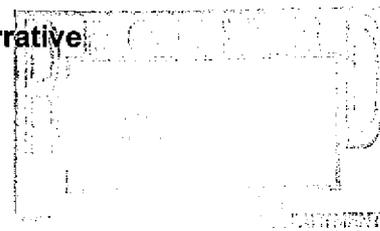
Subject: Aspen Hollow 2nd Addition – 41 Lots – Final Plat Narrative

Prepared For: Pulte Group

Contact: Chad Onsgard 952-988-8202

Narrative:

The proposed final plat for **Aspen Hollow 2nd Addition** will consist of 41 single family residential lots. The site is located to the south of Aspen Hollow 1 & 1C on the west side of Dunkirk Lane North, about 750 feet south of County Road 47, just west of the Serenity on the Greenway development. (Please see the final plat application package) The project was approved as a Single Family Residential Development meeting the RSF-3 Zoning Standards. The construction will begin in the Summer of 2016. The Geotechnical Report references the R-Value for street design, the current recommendation is 10. The developer is requesting two model home building permits with the final plat approval.



2016003

ASPEN HOLLOW 2ND ADDITION

R.T. DOC. NO. _____

KNOW ALL PERSONS BY THESE PRESENTS That Public Homes of Minnesota, LLC, a Minnesota limited liability company, for owner of the following described property situated in the State of Minnesota, County of Hennepin, to wit:

Order: C, ASPEN HOLLOW, Hennepin County, Minnesota.

And

The North 317.30 Feet of the South 1011.30 Feet of the East 722.00 Feet of the Southeast Quarter of the Southeast Quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota.

And

The North 317.10 Feet of the South 634.20 Feet of the East 722.00 Feet of the Southeast Quarter of the Southeast Quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota.

And

The South 317.10 Feet of the East 722.00 Feet of the Southeast Quarter of the Southeast Quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota.

Has caused the same to be surveyed and plotted as ASPEN HOLLOW 2ND ADDITION and does hereby dedicate to the public for public use forever the public ways and the easements for drainage and utility purposes as shown on this plat.

In witness whereof said Public Homes of Minnesota, LLC, a Minnesota limited liability company has caused these presents to be signed by its proper officers this _____ day of _____, 2016.

Public Homes of Minnesota, LLC

Gabriel Espenson, Chief Manager

STATE OF MINNESOTA, COUNTY OF HENNEPIN

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Gabriel Espenson, Chief Manager of Public Homes of Minnesota, LLC, a Minnesota limited liability company, on behalf of the company.

Notary Public, Hennepin County, Minnesota

Notary Printed Name

My Commission Expires

I, David H. Froehner do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on the plat have been or will be correctly set within one year; that all water boundaries and wet lands, as indicated by Minnesota Statutes, Section 910.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 2016.

David H. Froehner, Licensed Land Surveyor
Minnesota License No. 40344

STATE OF MINNESOTA, COUNTY OF HENNEPIN

This instrument was acknowledged before me this _____ day of _____, 2016, by David H. Froehner,

Notary Public, Hennepin County, Minnesota

Notary Printed Name

My Commission Expires

PLYMOUTH MINNESOTA

This plat of ASPEN HOLLOW 2ND ADDITION was approved and accepted by the City Council of Plymouth, Minnesota at a regular meeting held this _____ day of _____, 2016. If applicable, the written comments and recommendations of the Commissioner of Transportation and the County Highway Engineer have been received by the City or the prescribed 30 day period has elapsed without receipt of such comments and recommendations, as provided by Minnesota Statutes, Section 385.01, Subdivision 2.

By _____, Mayor By _____, City Clerk

RESIDENT AND REAL ESTATE SERVICES
Hennepin County, Minnesota

I hereby certify that taxes payable in _____ and prior years have been paid for land described on this plat. Dated this _____ day of _____, 2016.

Mark V. Chapin, Hennepin County Auditor

By _____, Deputy

SURVEY DIVISION
Hennepin County, Minnesota

Presented to Minnesota Statute Section 307B.542 (1909), 614 (a) but has been approved this _____ day of _____, 2016.

Charly F. Mervik, Hennepin County Surveyor

By _____

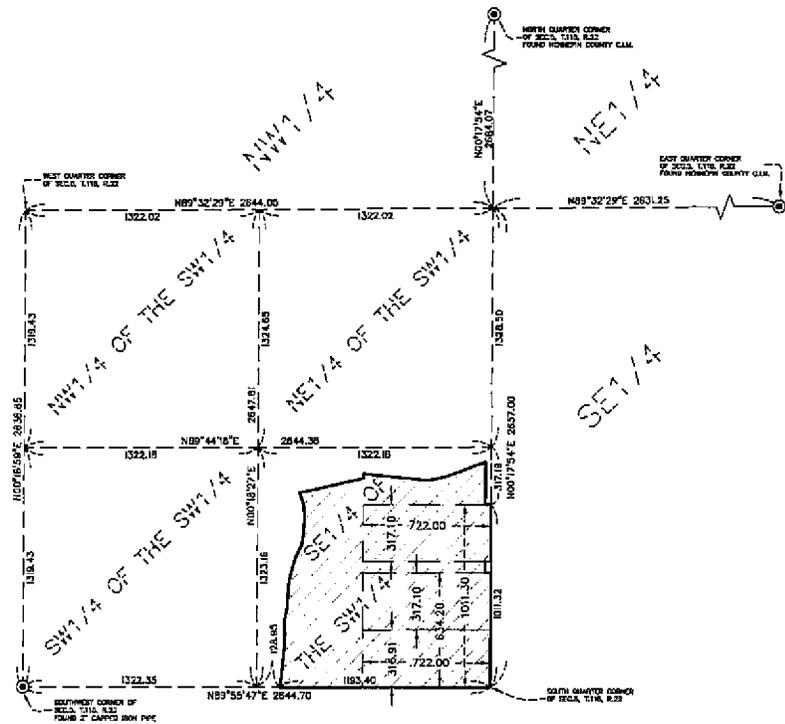
REGISTERAR OF TITLES
Hennepin County, Minnesota

I hereby certify that the within plat of ASPEN HOLLOW 2ND ADDITION was filed in file of/for the _____ day of _____, 2016, at _____ o'clock _____ M.

Maria McCormick, Register of Titles

By _____, Deputy

SECTION BREAKDOWN SECTION 5, TOWNSHIP 118, RANGE 22

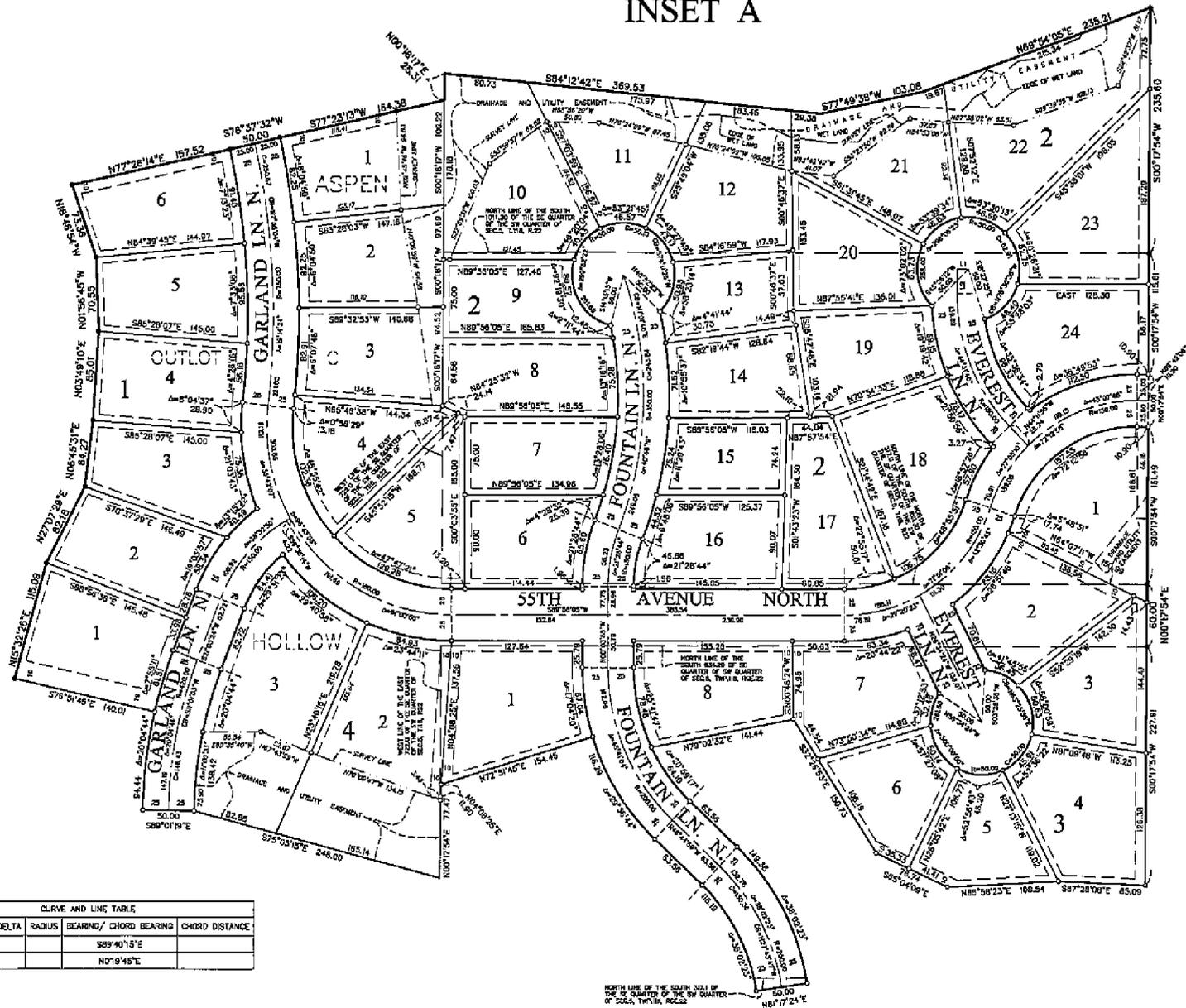


SATHRE-BERGQUIST, INC.

ASPEN HOLLOW 2ND ADDITION

INSET A

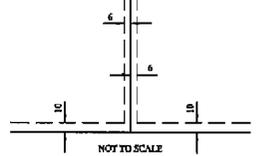
R.T. DOC. NO. _____



The base for the bearing system is the south line of the Southeast Quarter of the Southwest Quarter of Section 5, Township 31N, Range 22W which adjoins to the East Section 29 (Range 26) and to the West.

- Circles = 1/2 inch by 1/2 inch iron pipe set in concrete and marked by Laser No. 40344
- Circles = Found Iron Monuments

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN IN RED



Being 6 feet in width and adjoining lot lines, unless otherwise indicated, and 10 feet in width and adjoining right-of-way lines, unless otherwise indicated, as shown on the plan.

CURVE AND LINE TABLE					
TAG #	LENGTH	DELTA	RADIUS	BEARING/ CHORD BEARING	CHORD DISTANCE
L1	10.77			S89°40'5"E	
L2	23.31			N0°19'45"E	



SATHRE-BERGQUIST, INC.

DEVELOPMENT CONTRACT

(Developer Installed Improvements)

ASPEN HOLLOW 2ND ADDITION (2016003)

AGREEMENT dated _____, 2016, by and between the CITY OF PLYMOUTH, a Minnesota municipal corporation ("City"), and PULTE HOMES OF MINNESOTA, LLC., a Minnesota limited liability company (the "Developer").

1. **REQUEST FOR PLAT APPROVAL.** The Developer has asked the City to approve a plat for Aspen Hollow 2nd Addition (referred to in this contract as the "plat"). The land is situated in the County of Hennepin, State of Minnesota, and is legally described as:

Outlot C, aspen Hollow, Hennepin County, Minnesota. And,

The north 317.10 feet of the south 1011.30 feet of the east 722.00 feet of the southeast quarter of the southwest quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota. And,

The north 317.10 feet of the south 634.20 feet of the east 722.00 feet of the southeast quarter of the southwest quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota. And,

The south 317.10 feet of the east 722.00 feet of the southeast quarter of the southwest quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota.

2. **CONDITIONS OF PLAT APPROVAL.** The City hereby approves the plat on condition that the Developer enter into this contract, furnish the security required by it, and record the plat with the county recorder or registrar of titles within 180 days after the City Council approves the final plat.
3. **RIGHT TO PROCEED.** Unless separate written approval has been given by the City, within the plat or land to be platted, the Developer may not grade or otherwise disturb the earth, remove trees, construct sewer lines, water lines, streets, utilities, public or private improvements, or any buildings until all the following conditions have been satisfied: 1) this agreement has been fully executed by both parties and filed with the city clerk, 2) the necessary security has been received by the City, and 3) the plat has been recorded with the Hennepin County Recorder's Office.
4. **PHASED DEVELOPMENT.** If the plat is a phase of a multi-phased preliminary plat, the City may refuse to approve final plats of subsequent phases if the Developer has breached this contract and the breach has not been remedied. Development of subsequent phases may not proceed until development contracts for such phases are approved by the City. Special assessments for sewer and water referred to in this contract are not imposed on outlots, in the plat that are designated in an approved preliminary plat for future subdivision

into lots and blocks. Such charges will be calculated and imposed when the outlots are final platted into lots and blocks.

5. **CHANGES IN OFFICIAL CONTROLS.** For two years from the date of this contract, no amendments to the City's comprehensive plan or official controls shall apply to or affect the use, development density, lot size, lot layout or dedications of the approved final plat unless required by state or federal law or agreed to in writing by the City and the Developer. Thereafter, notwithstanding anything in this contract to the contrary, to the full extent permitted by state law, the City may require compliance with any amendments to the City's comprehensive plan, official controls, platting or dedication requirements enacted after the date of this contract.

6. **DEVELOPMENT PLANS.** The plat shall be developed in accordance with the following plans. The plans shall not be attached to this contract. If the plans vary from the written terms of this contract, the written terms shall control. The plans are:

Plan A - Plat

Plan B - Final Grading, Drainage and Erosion Control Plan

Plan C - Tree Preservation and Reforestation Plan

Plan D - Plans and Specifications for Public Improvements

Plan E - Street Lighting Plan

Plan F - Landscape Plan

Plan G - Permanent Traffic Control Plan

7. **IMPROVEMENTS.** The Developer shall install and pay for the following:

A. Streets

B. Sanitary Sewer

C. Watermain

D. Surface Water Facilities (pipe, ponds, rain gardens, etc.)

E. Grading and Erosion Control

F. Sidewalks/Trails

G. Street Lighting

H. Underground Utilities

I. Street Signs and Traffic Control Signs

J. Landscaping Required by Section 21130.03 of the Zoning Ordinance

K. Tree Preservation and Reforestation

L. Wetland Mitigation and Buffers

M. Monuments Required by Minnesota Statutes

N. Miscellaneous Facilities

The improvements shall be installed in accordance with the City's subdivision regulations and the City's engineering guidelines/standard detail specifications. The Developer shall submit plans and specifications which have been prepared by a competent registered professional engineer to the City for approval by the city engineer or designee. The Developer shall instruct its engineer to provide full-time field inspection personnel in order for the Developer's engineer to be able to certify that the construction work meets the approved City standards as a condition of City acceptance. In addition, the City may, at the City's discretion and at the Developer's expense, have one or more City inspectors and a soil engineer inspect the work on a full or part-time basis. The Developer, its contractors and subcontractors, shall follow all instructions received from the City's inspectors. The

Developer and/or the Developer's engineer shall provide for on-site project management. The Developer's engineer is responsible for design changes and contract administration between the Developer and the Developer's contractor. The Developer or his or her engineer shall schedule a pre-construction meeting at a mutually agreeable time at City Hall with all parties concerned, including the City staff, to review the program for the construction work.

All labor and work shall be done and performed in the best and most workmanlike manner and in strict conformance with the approved plans and specifications. No deviations from the approved plans and specifications will be permitted unless approved in writing by the city engineer or designee. The Developer agrees to furnish to the City a list of contractors being considered for retention by the Developer for the performance of the work required by the contract. The Developer shall not do any work or furnish any materials not covered by the plans and specifications and special conditions of this contract, for which reimbursement is expected from the City, unless such work is first approved in writing by the city engineer or designee.

8. **ADMINISTRATION OF DEVELOPMENT CONTRACT.** The Developer shall provide to the City a cash escrow to pay for the costs of administering the development contract. Administrative costs include but are not limited to preparation of the contract, city recording fees for documents required as part of the development, monitoring of construction observation, consultation with the Developer and his/her engineer on status or problems regarding the project, plan review, coordination for testing, periodic and final inspections and acceptance, project monitoring and inspections during warranty periods, and processing requests for reduction or release of security, for all public improvements covered by the development contract. The cash escrow deposit shall be \$41,800 (calculated at 4% of the estimated cost of proposed public improvements, as identified on page 12). If, at any time prior to completion of the development contract administration process, the balance in the cash escrow account is depleted to less than 10% of the originally required cash escrow amount, the Developer shall deposit additional funds in the cash escrow account as determined by the City. Any balance remaining in the cash escrow account upon completion of the development contract administration process shall be returned to the developer after all claims and charges thereto have been deducted.
9. **CONTRACTORS/SUBCONTRACTORS.** City Council members, City employees, and City Planning Commission members, and corporations, partnerships, and other entities in which such individuals have greater than a 25% ownership interest or in which they are an officer or director may not act as contractors or subcontractors for the public improvements identified in **Paragraph 7** above.
10. **PERMITS.** The Developer shall obtain or require its contractors and subcontractors to obtain all necessary permits, including but not limited to:
 - *Hennepin County sewage system abandonment*
 - *Minnesota Department of Health for watermains and well abandonment*
 - *National Pollutant Discharge Elimination System permits*
 - *Minnesota Pollution Control Agency for sanitary sewer and hazardous material removal and disposal*

- *Minnesota Department of Natural Resources for dewatering and work in protected waters*
- *Metropolitan Council Environmental Services for sanitary sewer connections*
- *Watershed permits*
- *City of Plymouth right-of-way permit, building demolition, and building permits*

11. **TIME OF PERFORMANCE.** The Developer shall install all required public improvements by October 31, 2017, with the exception of the final wear course of asphalt on streets. Final wear course placement will be allowed in a new housing development only after one freeze – thaw cycle and after a certificate of occupancy has been issued for 75% of the dwelling units. Placement of wear course on non housing projects shall be after one freeze – thaw cycle. An inspection of the roadway will be performed by the city engineer or designee prior to wear course placement. From this inspection, any deficiencies or damage to the street, sidewalk and curb will be noted and will need to be corrected prior to the placement of the wear course.
12. **LICENSE.** The Developer hereby grants the City, its agents, employees, officers and contractors a license to enter the plat to perform all work and inspections deemed appropriate by the City in conjunction with plat development.
13. **CONSTRUCTION ACCESS.** Construction traffic access and egress for grading, public utility construction, and street construction is restricted to access to the subdivision via Dunkirk Lane. No construction traffic is permitted on other adjacent local streets.
14. **GRADING PLAN.** The plat shall be graded in accordance with the approved Grading, Drainage and Erosion Control Plan (Plan B). The plan shall conform to City of Plymouth standards.

Within 30 days after completion of the grading, the Developer shall provide the City with a "record" grading plan certified by a registered land surveyor or engineer indicating that all ponds, swales, and ditches have been constructed on public easements or land owned by the City. The "record" plan shall contain site grades and field verified elevations of the following: a) cross sections of ponds; b) location and elevations along all swales, emergency overflows, wetlands, wetland mitigation areas if any, ditches, locations and dimensions of borrow areas/stockpiles; c) lot corner elevations and house pads; and d) top and bottom of retaining walls.

All lots with house footings placed on fill must be monitored and constructed to meet or exceed FHA/HUD 79G specifications. The Developer must certify that this has been done correctly.

Prior to City acceptance of the grading improvements and a full release of financial sureties, the Developer shall provide the City with final “record” plans, in accordance with the City’s most recent Engineering Guidelines.

15. **EROSION CONTROL.** Prior to initiating site grading, the Erosion Control Plan (Plan B) shall be implemented by the Developer and inspected and approved by the City. Erosion control practices must comply with the Minnesota Pollution Control Agency’s best management practices. The City may impose additional erosion control requirements if they would be beneficial. All areas disturbed by the excavation and backfilling operations

shall be reseeded within 14 days after the completion of the work or in an area that is inactive for up to 14 days unless authorized and approved by the city engineer in writing. Except as otherwise provided in the erosion control plan, seed shall be in accordance with the City's current seeding standards. All seeded areas shall be fertilized, mulched, and dis-anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion. If the Developer does not comply with the erosion control plan and schedule or supplementary instructions received from the City, the City may take such action as it deems appropriate to control erosion at the Developer's expense. The City will endeavor to notify the Developer in advance of any proposed action, but failure of the City to do so will not affect the Developer's and City's rights or obligations hereunder. If the Developer does not reimburse the City for any cost the City incurred for such work within ten days, the City may draw down the security to pay any costs. No development, utility or street construction will be allowed and no building permits will be issued unless the plat is in full compliance with the approved erosion control plan.

16. STREET MAINTENANCE DURING CONSTRUCTION. The Developer shall be responsible for all street maintenance until the streets are accepted by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on same and to direct attention to detours. If and when streets become impassable, such streets shall be barricaded and closed. In the event residences are occupied prior to completing streets, the Developer shall maintain a smooth surface and provide proper surface drainage to ensure that the streets are passable to traffic and emergency vehicles. The Developer shall be responsible for keeping streets within and without the subdivision swept clean of dirt and debris that may spill, track, or wash onto the street from the Developer's operation. The Developer may request, in writing, that the City keep the streets open during the winter months by plowing snow from the streets prior to final acceptance of said streets. The City shall not be responsible for repairing damage in the development because of snow plowing operations. Providing snow plowing service does not constitute final acceptance of the streets by the City. The Developer shall contract for street cleaning within and immediately adjacent to the development. At a minimum, scraping and sweeping shall take place on a weekly basis. A copy of this contract shall be approved by the City before grading is started. The contract shall provide that the City may direct the contractor to clean the streets and bill the Developer.

17. OWNERSHIP OF IMPROVEMENTS. Upon completion of the work and construction required by this contract, the improvements lying within public easements or right-of-way shall become City property. Prior to acceptance of the improvements by the City, the Developer must furnish the following affidavits:

- Contractor's certificate
- Engineer's certificate
- Land surveyor's certificate
- Developer's certificate

The above affidavits shall certify that all construction has been completed in accordance with the terms of this contract.

Prior to City acceptance of public improvements and a full release of financial sureties, the Developer shall provide the City with final "record" plans, in accordance with the City's most recent Engineering Guidelines.

Upon City receipt and verification of the affidavits, and upon receipt of “record” plans acceptable to the City, the city engineer will accept the completed public improvements.

18. **WATERMAIN.** This plat is subject to a trunk watermain special assessment under Minnesota Statutes Chapter 429. The assessment rate is adjusted annually.

The 2016 rate is \$4,341 per acre. If the development contract is signed by the Developer and City in 2016, the assessment amount is calculated as follows: 29.69 acres minus 0.16 acres of wetland = 29.53 acres x \$4,341 per acre = \$128,189.73. If the development contract is signed in another year, that year’s per acre rate will be used in the calculation.

The assessment will be divided evenly among the lots and blocks in the final plat. The assessment will be spread over five years at 2.89% interest on the unpaid balance. The assessment shall be deemed adopted on the date this contract is signed by the City. The Developer waives any and all procedural and substantive objections to the special assessment, including but not limited to, hearing requirements and any claim that the assessment exceeds the benefit to the property. The Developer waives any appeal rights otherwise available pursuant to M.S.A. 429.081.

19. **SANITARY SEWER.** This plat is subject to a lateral sanitary sewer special assessment under Minnesota Statutes Chapter 429. The assessment rate is adjusted annually.

The 2016 rate is \$1,169 per acre. If the development contract is signed by the Developer and City in 2016, the assessment amount is calculated as follows: 29.69 acres minus 0.16 acres of wetland = 29.53 acres x \$1,169 per acre = \$34,520.57. If the development contract is signed in another year, that year’s per acre rate will be used in the calculation.

The assessment will be divided evenly among the lots and blocks in the final plat. The charge will be spread over five years at 2.89% interest on the unpaid balance. The assessment shall be deemed adopted on the date this contract is signed by the City. The Developer waives any and all procedural and substantive objections to the special assessment, including but not limited to, hearing requirements and any claim that the assessment exceeds the benefit to the property. The Developer waives any appeal rights otherwise available pursuant to M.S.A. 429.081.

20. **BUILDING PERMITS/CERTIFICATES OF OCCUPANCY.**

- A. No building permits shall be issued until the final plat is recorded, the streets (including curb and gutter installation) needed for access to lots where permits are requested are paved with the first lift of asphalt, and the sewer and water service utilities are tested and approved by the city engineer/designee.
- B. Prior to issuance of building permits, wetland buffer monuments shall be placed in accordance with the City’s zoning ordinance. Specifications for the monuments are available from the Community Development Department.
- C. Prior to issuance of building permits, written certification of the grading for the block where the building is to be located must be provided to the City.
- D. Breach of the terms of this contract by the Developer, including nonpayment of billings from the City, shall be grounds for denial of building permits, including lots sold to third parties, and the halting of all work in the plat.

- E. If building permits are issued prior to the acceptance of public improvements, the Developer assumes all liability and costs resulting in delays in completion of public improvements and damage to public improvements caused by the City, Developer, their contractors, subcontractors, materialmen, employees, agents, or third parties. No sewer and water connection permits may be issued until the streets needed for access have been paved with a bituminous surface and the utilities are tested and approved by the city engineer or designee.

21. STREET REGULATORY SIGNS/TRAFFIC CONTROL SIGNS. Street name signs shall be installed by the Developer. The signs shall be placed at all intersections or at such other locations as determined by the city engineer or designee. All street name signs must be installed prior to final building inspection approval.

The Developer shall install traffic control signs in accordance with the plan approved by the city engineer and Minnesota Manual of Uniform Traffic Control Devices (MMUTCD). All signs must be installed prior to final building inspection approval or earlier if necessary as determined by the city engineer.

22. RESPONSIBILITY FOR COSTS.

- A. Except as otherwise specified herein, the Developer shall pay all costs incurred by it or the City in conjunction with the development of the plat, including but not limited to legal, planning, engineering and inspection expenses incurred in connection with approval and acceptance of the plat, the preparation of this contract, review of construction plans and documents, and all costs and expenses incurred by the City in monitoring and inspecting development of the plat.
- B. The Developer shall hold the City and its officers, employees, and agents harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from plat approval and development. The Developer shall indemnify the City and its officers, employees, and agents for all costs, damages, or expenses which the City may pay or incur in consequence of such claims, including attorneys' fees.
- C. The Developer shall reimburse the City for costs incurred in the enforcement of this contract, including engineering and attorneys' fees.
- D. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all special assessments referred to in this contract. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- E. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this contract within 30 days after receipt. Bills not paid within 30 days shall accrue interest at the rate of 8% per year.
- F. In addition to the charges and special assessments referred to herein, other charges and special assessments may be imposed such as but not limited to sewer availability charges ("SAC"), City water connection charges, City sewer connection charges, and building permit fees.

23. **SPECIAL PROVISIONS.** The following special provisions shall apply to plat development:
- A. Before the City signs the final plat, the applicant shall pay **\$260,825** dollars in tree restitution to the city's tree fund based on the number of trees shown to be removed on the tree preservation plan and the number of tree inches shown to be planted on the landscaping plan. If the applicant is not be able to plant all the tree inches indicated on the landscaping plan, they shall pay additional restitution into the city's tree fund, as directed in section 530 of city code.
 - B. The Developer shall install a temporary turnaround on the south ends of Garland and Fountain Lanes until they are extended to the south with the third phase of the Aspen Hollow development. Before the City signs the final plat, the Developer shall furnish the City an appropriately executed temporary turnaround easement, in recordable form.
 - C. The Developer shall post a \$13,200 security for the final placement of all subdivision iron monuments. The security was calculated as follows: 132 irons at \$100.00 per iron. The security will be held by the City until the Developer's land surveyor certifies that all irons have been set following site grading and utility and street construction. In addition, the certificate of survey must also include a certification that all irons for a specific lot have either been found or set prior to the issuance of a building permit for that lot.
 - D. The Developer must obtain a sign permit from the City building official prior to installation of any subdivision identification signs.
 - E. The Developer shall supply a complete set of the approved construction plans in an AutoCAD.DWG electronic file format before the preconstruction conference.
 - F. The Developer shall include the "City of Plymouth's Standard Detail Specifications" (all applicable sections) in the contract documents of their improvement project.
 - G. Other requirements:
 - 1. **Prior to recording the final plat**, the Developer shall receive City approval of final construction plans and shall remove all homes, accessory buildings and fences.
 - 2. **Prior to recording the final plat:**
 - a. Provide HOA documents for the development that include language addressing the following: 1) prohibition of structures and clearing vegetation in wetland buffers; 2) maintenance for common elements including buffer monuments, median plantings, mailboxes, monument signs, shared retaining walls, sidewalks, etc.; 3) notification regarding the Plymouth Gun Club, its hours of operation, that repetitive loud noise is produced during those hours and that its hours are subject to change; and 4) that a driveway may be constructed in the future between Lot 1, Block 1 and the future lot to the south.
 - b. Submit separate disclosures indicating: 1) the presence of the Gun Club, its hours of operation, that repetitive, loud noise is produced during those hours and that its hours are subject to change and 2) that a driveway may be constructed in the future between Lot 1, Block 1 and the future lot to the south.

- c. Submit an executed trail easement from Garland Lane to Outlot A, Aspen Hollow for the trail to be located on the south side of Lot 1, Block 1. The easement shall be 10 feet wide on either side of the center of the trail.
 - d. Submit an executed encroachment agreements for retaining walls that are located within drainage and utility easements on Lots 4-5 and 20-22, Block 2.
 - e. Submit an executed easement for the temporary turnarounds indicated on the south ends of Garland and Fountain Lanes.
 - f. Revise the landscaping plan, as follows: 1) relocate trees located within 10 feet of utility lines, access easements to the ponds, and in the public right of way (including, but not limited to, the right-of-way connection located south of Lot 1, Block 1) and 2) reflect the number of tree inches removed as shown on the tree preservation plan.
 - g. Revise the grading plan to add wetland buffer monuments to approved locations around the wetland in Block 2.
 - h. Add the high water level of the wetland in block 2 and indicate that the homes on abutting lots have a lowest floor elevation a minimum of two feet above the high water level.
 - i. Revise the plans to add a neighborhood trail connection on the south side of Lot 1, Block 1, consistent with the preliminary plat.
 - j. Submit the total square footage for the largest home likely to be constructed in the subdivision. Include all areas under the roof, excluding the attic. Based on this information, revise the fire flow calculations as necessary to meet the Fire Code.
 - k. Revise the plat and plans to rename 55th Avenue North to 54th Avenue North.
3. If the required sidewalks and Northwest Greenway trail are not installed when the streets are installed, no building permits shall be issued for lots abutting the future sidewalk unless a separate agreement is provided for the affected lots.
 4. Prior to the final plat for the final phase of this development, the city will re-evaluate the need for the street connection to 5325 Dunkirk Lane.
 5. No driveway access from any lot shall be permitted to Dunkirk Lane.
 6. The Developer shall be responsible for the cost of grading the trail and related gravel base, but shall be reimbursed for the pavement cost of the trail. Upon completion of the trail, the Developer may submit a detailed invoice showing the pavement cost for the trail. Upon city inspection and acceptance of the trail installation and receipt of the detailed invoice, the City shall reimburse the Developer for the trail paving cost. The paving cost is estimated at \$17.21 per lineal foot for the neighborhood trail (about \$3,200) and \$23.87 per lineal foot for the Northwest Greenway (about \$25,540.)
 7. The Northwest Greenway trail shall be constructed a minimum of two feet above the high water elevation of adjacent ponds and wetlands.
 8. The city shall have final review and approval over the location of the Northwest Greenway trail.
 9. After the Northwest Greenway trail is constructed, staff will determine the appropriate number of trees to be planted in the city-owned outlots. The applicant shall be responsible to pay any additional tree restitution due to fewer trees planted than proposed.

10. The neighborhood trail south of Lot 1, Block 1 shall be constructed at the same time as the adjacent streets.
11. Install park monuments on property corners and elsewhere as directed for all lots adjacent to Outlot A, Aspen Hollow.
12. The developer and any subsequent property owner within 750 feet of the gun club property is responsible for any required noise mitigation on their property pursuant to the Shooting Range Protection Act, Minnesota Statutes Chapter 87A.

24. MISCELLANEOUS.

- A. The Developer may not assign this contract without the written permission of the City Council. The Developer's obligation hereunder shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- B. Building permits are required for retaining walls 48 inches in height or higher. Additionally, a fence shall be installed at the top of retaining walls that exceed four feet in height. Retaining walls that require a building permit shall be constructed in accordance with plans and specifications prepared by a structural or geotechnical engineer licensed by the State of Minnesota. Following construction, a certification signed by the design engineer shall be filed with the building official evidencing that the retaining wall was constructed in accordance with the approved plans and specifications. All retaining walls identified on the development plans or by special conditions referred to in this contract shall be constructed before any other building permit is issued for a lot on which a retaining wall is required to be built.
- C. The developer shall submit appropriate legal documents regarding homeowner association documents, covenants and restrictions, as reviewed by the city attorney for consistency with the City's official controls and conditions of approval shall be filed with the final plat. If the documents are not consistent with the City's official controls and conditions of approval, the documents shall be amended to make them consistent prior to recording the final plat and homeowner association documents.
- D. The Developer shall take out and maintain or cause to be taken out and maintained until 6 months after the City has accepted the public improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's work or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than \$500,000 for one person and \$1,000,000 for each occurrence; limits for property damage shall be not less than \$200,000 for each occurrence; or a combination single limit policy of \$1,000,000 or more. The City shall be named as an additional insured on the policy, and the Developer shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given written notice of the cancellation of the insurance per the terms of the policy.
- E. Third parties shall have no recourse against the City under this contract.

- F. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this contract is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this contract.
- G. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this contract shall not be a waiver or release.
- H. This contract shall run with the land and may be recorded against the title to the property. The Developer covenants with the City, its successors and assigns, that the Developer has fee title to the property being final platted and/or has obtained consents to this contract, in the form attached hereto, from all parties who have an interest in the property; that there are no unrecorded interests in the property being final platted; and that the Developer will indemnify and hold the City harmless for any breach of the foregoing covenants.
- I. Each right, power or remedy herein conferred upon the City is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, available to the City, at law or in equity, or under any other agreement, and each and every right, power and remedy herein set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy.
- J. The Developer represents to the City that the plat complies with all city, county, metropolitan, state, and federal laws and regulations, including but not limited to: subdivision regulations, zoning ordinances, and environmental regulations. If the City determines that the plat does not comply, the City may, at its option, refuse to allow construction or development work in the plat until the Developer does comply. Upon the City's demand, the Developer shall cease work until there is compliance.

25. DEVELOPER'S DEFAULT. In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer, except in an emergency as determined by the City, is first given notice of the work in default, not less than 48 hours in advance. This contract is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part.

26. WARRANTY. The Developer warrants all improvements required to be constructed by it pursuant to this contract against poor material and faulty workmanship. The Developer shall submit or maintain a letter of credit for 25% of the amount of the original cost of the following improvements:

- A. The required warranty period for materials and workmanship for utilities including public sanitary sewer, storm sewer, and water mains shall be 2 years from the date of final written City acceptance of the work.

- B. The required warranty period for all work relating to street construction, including concrete curb and gutter, sidewalks and trails, materials and equipment shall be 1 year from the date of final written City acceptance.
- C. The required warranty period for sod, trees, and landscaping is one growing season following installation.

27. SUMMARY OF SECURITY REQUIREMENTS. To guarantee compliance with the terms of this contract, payment of special assessments, payment of the costs of all public and private improvements, and construction of all public and private improvements, the Developer shall furnish the City with a letter of credit, in a format acceptable to the City, from a bank, cash escrow or a combination cash escrow and letter of credit ("security") for **\$1,505,790**. The amount of the security was calculated as follows:

ITEM	ESTIMATED COSTS		
	Developer Installed (1)	Private (2)	Total
Street Construction:	407,300	0	407,300
Sanitary Sewer System:	209,800	0	209,800
Watermain System:	159,300	0	159,300
Storm Sewer System:	228,700	0	228,700
Boulevard Sod and Silt Fence:	0	10,100	10,100
Retaining Walls:	0	25,000	25,000
Pond Construction:	0	20,000	20,000
Street and Traffic Control Signs:	2,700	0	2,700
Sidewalk Improvements:	0	39,800	39,800
Trail Improvements (Neighborhood):	5,200	0	5,200
Trail Improvement (NW Greenway):	32,000	0	32,000
Landscaping:	0	215,800	215,800
Street Lighting:	0	15,375	15,375
Erosion Control:	0	6,000	6,000
Setting Iron Monuments:	0	13,200	13,200
Removal of Temporary Turn-around(s):	0	3,975	3,975
SUB-TOTAL:	1,045,000	349,250	1,394,250
Design, Admin., Insp., As-Builts (8%):	83,600	27,940	111,540
TOTAL:	1,128,600	377,190	\$1,505,790

- (1) Developer installed public improvements. City to own and maintain after development completed.
- (2) Private. Property owner and/or property owner's association to maintain after development completed.

This breakdown is for historical reference; it is not a restriction on the use of the security. The bank shall be subject to the approval of the city manager. The City may draw down the security, without notice, for any violation of the terms of this contract or if the security is allowed to lapse prior to the end of the required term. If the required public improvements are not completed at least 30 days prior to the expiration of the security, the

City may also draw it down. If the security is drawn down, the proceeds shall be used to cure the default. Upon receipt of proof satisfactory to the city engineer or designee that work has been completed and financial obligations to the City have been satisfied, with city engineer or designee approval the security may be reduced from time to time by 75% of the financial obligations that have been satisfied. Twenty-five percent (25%) of the amounts certified by the Developer's engineer shall be retained as security until: (1) all improvements have been completed; (2) iron monuments for lot corners have been installed; (3) all financial obligations to the City satisfied; (4) the required "record" plans have been received by the City; (5) a warranty security is provided; and (6) the public improvements are accepted by the City.

28. SUMMARY OF CASH REQUIREMENTS. The following is a summary of the cash requirements under this contract which must be furnished to the City at the time of final plat approval:

Tree Restitution	\$260,825
Erosion Control Cash Deposit (Refundable)	\$1,000
Administration of Development Contract Escrow	\$41,800
TOTAL CASH REQUIREMENTS LEVIED:	\$303,625

29. NOTICES. Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees or agents, or mailed to the Developer by certified mail at the following address:

Pulte Group
 7500 Office Ridge Circle #325
 Eden Prairie, MN 55344

The Developer shall notify the City within five days of a change of address.

Notices to the City shall be in writing and shall be either hand delivered to the city manager, or mailed to the City by certified mail in care of the city manager at the following address:

Plymouth City Hall
 3400 Plymouth Boulevard
 Plymouth, MN 55447

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION APPROVING FINAL PLAT FOR “ASPEN HOLLOW 2ND ADDITION” FOR PROPERTY LOCATED FROM 5495 TO 5535 DUNKIRK LANE (2016003)

WHEREAS, Pulte Homes of Minnesota has requested approval of a final plat for the roughly 30-acre site presently legally described as follows:

Outlot C, Aspen Hollow, Hennepin County, Minnesota. And,

The north 317.10 feet of the south 1011.30 feet of the east 722.00 feet of the southeast quarter of the southwest quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota. And,

The north 317.10 feet of the south 634.20 feet of the east 722.00 feet of the southeast quarter of the southwest quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota. And,

The south 317.10 feet of the east 722.00 feet of the southeast quarter of the southwest quarter of Section 5, Township 118, Range 22, Hennepin County, Minnesota.

WHEREAS, city staff has prepared a development contract covering the improvements related to said plat.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Pulte Homes of Minnesota for a final plat for “Aspen Hollow 2nd Addition”, and,

FURTHER, that the development contract for said plat be approved, and that upon prior execution of the development contract by the developer, the mayor and city manager be authorized to execute the development contract on behalf of the city; and,

FURTHER, that the following conditions be met prior to recording of, and related to said plat:

1. A final plat is approved to allow the property to be subdivided into 41 lots for single-family homes and one outlot for future development, in accordance with the application and plans received by the city on January 15, 2016, except as may be amended by this resolution.
2. No private driveway access from any lot shall be permitted to Dunkirk Lane.
3. The neighborhood trail connection to the Northwest Greenway shall be constructed at the same time as the adjacent streets.

4. **Prior to recording the final plat**, the applicant shall: 1) receive City approval of final construction plans; 2) execute a development contract and submit related fees and financial guarantees, including tree restitution; and 3) remove the houses and all accessory buildings and fences in phase 2.

5. **Prior to recording the final plat**, the applicant shall fulfill the requirements, submit the required information, and revise the plans as indicated below, consistent with the applicable city code, zoning ordinance, and engineering guidelines:
 - a. Provide HOA documents for the development that include language addressing the following: 1) prohibition of structures and clearing vegetation in wetland buffers; 2) maintenance for common elements including buffer monuments, median plantings, mailboxes, monument signs, shared retaining walls, sidewalks, etc.; 3) notification regarding the Plymouth Gun Club, its hours of operation, that repetitive loud noise is produced during those hours and that its hours are subject to change; and 4) that a driveway may be constructed in the future between Lot 1, Block 1 and the future lot to the south.
 - b. Submit separate disclosures indicating: 1) the presence of the Gun Club, its hours of operation, that repetitive, loud noise is produced during those hours and that its hours are subject to change and 2) that a driveway may be constructed in the future between Lot 1, Block 1 and the future lot to the south.
 - c. Submit an executed trail easement from Garland Lane to Outlot A, Aspen Hollow for the trail to be located on the south side of Lot 1, Block 1. The easement shall be 10 feet wide on either side of the center of the trail.
 - d. Submit an executed encroachment agreements for retaining walls that are located within drainage and utility easements on Lots 4-5 and 20-22, Block 2.
 - e. Submit an executed easement for the temporary turnarounds indicated on the south ends of Garland and Fountain Lanes.
 - f. Revise the landscaping plan, as follows: 1) relocate trees located within 10 feet of utility lines, access easements to the ponds, and in the public right of way (including, but not limited to, the right-of-way connection located south of Lot 1, Block 1) and 2) reflect the number of tree inches removed as shown on the tree preservation plan.
 - g. Revise the grading plan to add wetland buffer monuments to approved locations around the wetland in Block 2.
 - h. Add the high water level of the wetland in Block 2 and indicate that the homes on all abutting lots have a lowest floor elevation a minimum of two feet above the high water level.
 - i. Revise the plans to add a neighborhood trail connection on the south side of Lot 1, Block 1, consistent with the preliminary plat.
 - j. Submit the total square footage for the largest home likely to be constructed in the subdivision. Include all areas under the roof, excluding the attic. Revise the fire flow calculations as necessary to meet the Fire Code based on this information.
 - k. Revise the plat and plans to rename 55th Avenue North to 54th Avenue North.

6. **Prior to the issuance of a building permit**, the applicant shall submit a survey indicating:
 - a. A minimum of two front yard trees to be preserved or planted, and

- b. Silt fence and tree preservation fencing installed consistent with city code.
7. Prior to the final plat for the final phase of this development, the City will re-evaluate the need for the street connection to 5325 Dunkirk Lane.
8. The Developer shall be responsible for the cost of grading the trail and related gravel base, but shall be reimbursed for the pavement cost of the trail. Upon completion of the trail, the Developer may submit a detailed invoice showing the pavement cost for the trail. Upon city inspection and acceptance of the trail installation and receipt of the detailed invoice, the City shall reimburse the Developer for the trail paving cost.
9. The Northwest Greenway trail shall be constructed a minimum of two feet above the high water elevation of adjacent ponds and wetlands.
10. The City shall have final review and approval over the location of the Northwest Greenway trail.
11. After the Northwest Greenway trail is constructed, staff will determine the appropriate number of trees to be planted in the outlots. The applicant shall be responsible to pay any additional tree restitution due to fewer trees planted than proposed.
12. Install park monuments on property corners and elsewhere as directed for all lots adjacent to Outlot A, Aspen Hollow.
13. The developer and any subsequent property owner within 750 feet of the Gun Club property is responsible for any required noise mitigation on their property pursuant to the Shooting Range Protection Act, Minnesota Statutes Chapter 87A.
14. Standard Conditions:
 - a. No building permits shall be issued until the final plat, deeds, agreements, HOA documents, and easements are filed and recorded with Hennepin County and proof of recording is submitted to the city.
 - b. All retaining walls over four feet shall require issuance of a building permit and a three-foot fence installed on top of the wall.
 - c. Compliance with the city's tree preservation regulations.
 - d. No trees shall be planted in the public right-of-way.
 - e. Signs shall require a separate permit and comply with section 21155 of the zoning ordinance.
 - f. Removal of all hazardous trees from the property at the owner's expense.
 - g. This approval shall expire two years after the date of approval, unless the applicant has recorded the final plat, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 512 of city code.

ADOPTED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day
of _____, _____.

City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION ADOPTING ASSESSMENTS FOR TRUNK SANITARY SEWER AND WATER MAIN ASPEN HOLLOW 2ND (2016003)

WHEREAS, the City has received a Waiver of Assessment Hearing from the property owner of Aspen Hollow 2nd Addition waiving their right to special assessment hearings for trunk sanitary sewer and water main and all other appurtenances.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA:

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 5 years, the first of the installments to be payable on or before the first Monday in January, 2017, and shall bear interest at the rate of 2.89% per annum. To the first installment shall be added interest on the entire assessment calculated from November 1, 2016 to December 31, 2017. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may make an interest free principal prepayment prior to certification of the assessment to the County Finance Director. Prepayments of the assessment on such property must be received by October 31, 2016.
4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Finance Director to be extended on the proper tax lists of the County and such assessments shall be collected and paid over in the same manner as other municipal taxes.
5. The total cost of the improvement assessed by this resolution is \$162,710.30.

ADOPTED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016, with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____, _____.

City Clerk

**REGULAR
COUNCIL MEETING**

March 8, 2016

**Review Deadline:
March 27, 2016**

To: Dave Callister, City Manager

Prepared by: Shawn Drill, Senior Planner

Reviewed by: Barbara Thomson, Planning Manager, and Steve Juetten,
Community Development Director

Item: **Approve a Final Plat and Development Contract
for “Maple Creek Meadows 2nd Addition”
(Lawndale 47, LLC – 2016007)**

1. ACTION REQUESTED:

Adopt the attached resolutions approving final plat, development contract, and assessments for “Maple Creek Meadows 2nd Addition” for property located south of Maple Creek elementary school south of County Road 47 and west of Peony Lane/Lawndale Lane (Lawndale 47, LLC – 2016007).

Approval requires a 4/7 vote of the City Council.

2. BACKGROUND:

In March 2015, the Council approved the preliminary plat for this development, which included a roughly 21-acre elementary school lot in the north portion of the site, and a residential subdivision consisting of 73 single-family lots in the south portion of the site. (Maple Creek elementary school is presently under construction.) The developer previously made minor changes to the residential area to increase the width and area of some of the lots, resulting in a reduction in the number of single-family lots from 73 to 67. That change decreased the density from 3.2 to 2.9 units per acre, which remains within the allowable range (two to four units per acre) for this LA-R2 guided property.

In June 2015, the Council approved the final plat for the first phase, which included 46 single-family lots.

At this time, the developer is requesting final plat approval for Maple Creek Meadows 2nd Addition, which is the final phase of this development consisting of the remaining 21 single-family lots.

The site lies in the Wayzata School District.

The requested final plat is in substantial compliance with the approved preliminary plat.

3. BUDGET IMPACT:

Not applicable.

4. ATTACHMENTS:

Location Map

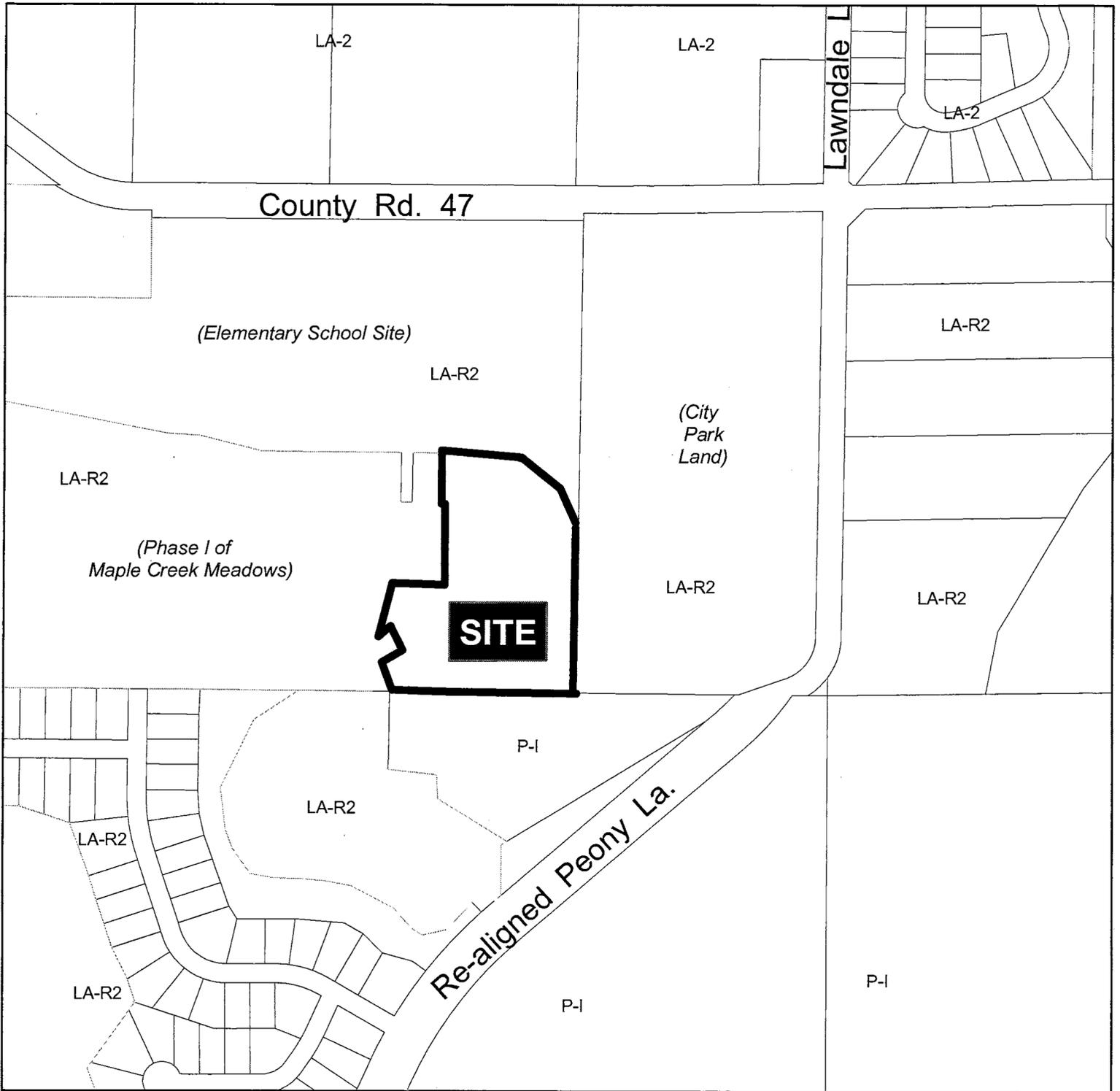
Applicant's Narrative

Approved Preliminary Plat

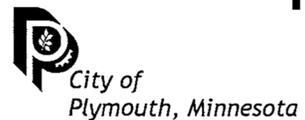
Final Plat

Development Contract

Resolutions



2016007
Lawndale 47, LLC
"Maple Creek Meadows 2nd Addition"
South of County Rd. 47 & West of Peony Lane
Final Plat





2016 007

SATHRE-BERGQUIST, INC.

150 SOUTH BROADWAY, WAYZATA, MINNESOTA,
55391 (952) 476-6000 FAX (952) 476-0104

Date: January 21, 2016

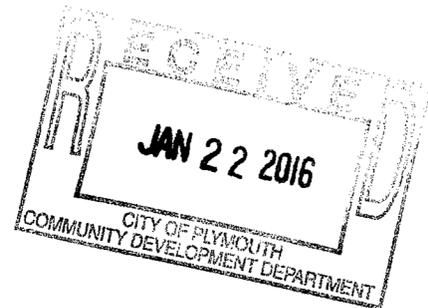
Subject: Maple Creek Meadows 2nd Addition – 21 Lots – Final Plat Narrative

Prepared For: Lawndale47, LLC

Contact: Jake Walesch 612-749-1360

Narrative:

The proposed final plat for **Maple Creek Meadows** will consist of 21 single family residential lots. The site is located on the West side of Lawndale Lane N., South of County Road 47. (Please see the final plat application package) The project was approved as a Single Family Residential Development meeting the RSF-3 Zoning Standards. The construction will begin in the Spring of 2016.



DEVELOPMENT CONTRACT

(Developer Installed Improvements)

MAPLE CREEK MEADOWS 2ND ADDITION (2016007)

AGREEMENT dated _____, 2016, by and between the **CITY OF PLYMOUTH**, a Minnesota municipal corporation ("City"), and **LAWNDALE 47, LLC**, a limited liability company (the "Developer").

1. **REQUEST FOR PLAT APPROVAL.** The Developer has asked the City to approve a plat for MAPLE CREEK MEADOWS 2ND ADDITION (referred to in this contract as the "plat"). The land is situated in the County of Hennepin, State of Minnesota, and is presently legally described as Outlot A, MAPLE CREEK MEADOWS.
2. **CONDITIONS OF PLAT APPROVAL.** The City hereby approves the plat on condition that the Developer enter into this contract, furnish the security required by it, and record the plat with the county recorder or registrar of titles within 180 days after the City Council approves the final plat.
3. **RIGHT TO PROCEED.** Unless separate written approval has been given by the City, within the plat or land to be platted, the Developer may not grade or otherwise disturb the earth, remove trees, construct sewer lines, water lines, streets, utilities, public or private improvements, or any buildings until all the following conditions have been satisfied: 1) this agreement has been fully executed by both parties and filed with the city clerk, 2) the necessary security has been received by the City, and 3) the plat has been recorded with the Hennepin County Recorder's Office.
4. **CHANGES IN OFFICIAL CONTROLS.** For two years from the date of this contract, no amendments to the City's comprehensive plan or official controls shall apply to or affect the use, development density, lot size, lot layout or dedications of the approved final plat unless required by state or federal law or agreed to in writing by the City and the Developer. Thereafter, notwithstanding anything in this contract to the contrary, to the full extent permitted by state law, the City may require compliance with any amendments to the City's comprehensive plan, official controls, platting or dedication requirements enacted after the date of this contract.
5. **DEVELOPMENT PLANS.** The plat shall be developed in accordance with the following plans. The plans shall not be attached to this contract. If the plans vary from the written terms of this contract, the written terms shall control. The plans are:
 - Plan A - Plat
 - Plan B - Final Grading, Drainage and Erosion Control Plan
 - Plan C - Tree Preservation and Reforestation Plan

Plan D - Plans and Specifications for Public Improvements
Plan E - Street Lighting Plan
Plan F - Landscape Plan
Plan G - Permanent Traffic Control Plan

6. IMPROVEMENTS. The Developer shall install and pay for the following:

- A. Streets
- B. Sanitary Sewer
- C. Watermain
- D. Surface Water Facilities (pipe, ponds, rain gardens, etc.)
- E. Grading and Erosion Control
- F. Sidewalks/Trails
- G. Street Lighting
- H. Underground Utilities
- I. Street Signs and Traffic Control Signs
- J. Landscaping Required by Section 21130.03 of the Zoning Ordinance
- K. Tree Preservation and Reforestation
- L. Monuments Required by Minnesota Statutes
- M. Miscellaneous Facilities

The improvements shall be installed in accordance with the City's subdivision regulations and the City's engineering guidelines/standard detail specifications. The Developer shall submit plans and specifications which have been prepared by a competent registered professional engineer to the City for approval by the city engineer or designee. The Developer shall instruct its engineer to provide full-time field inspection personnel in order for the Developer's engineer to be able to certify that the construction work meets the approved City standards as a condition of City acceptance. In addition, the City may, at the City's discretion and at the Developer's expense, have one or more City inspectors and a soil engineer inspect the work on a full or part-time basis. The Developer, its contractors and subcontractors, shall follow all instructions received from the City's inspectors. The Developer and/or the Developer's engineer shall provide for on-site project management. The Developer's engineer is responsible for design changes and contract administration between the Developer and the Developer's contractor. The Developer or his or her engineer shall schedule a pre-construction meeting at a mutually agreeable time at City Hall with all parties concerned, including the City staff, to review the program for the construction work.

All labor and work shall be done and performed in the best and most workmanlike manner and in strict conformance with the approved plans and specifications. No deviations from the approved plans and specifications will be permitted unless approved in writing by the city engineer or designee. The Developer agrees to furnish to the City a list of contractors being considered for retention by the Developer for the performance of the work required by the contract. The Developer shall not do any work or furnish any materials not covered by the plans and specifications and special conditions of this contract, for which reimbursement is expected from the City, unless such work is first approved in writing by the city engineer or designee.

7. **ADMINISTRATION OF DEVELOPMENT CONTRACT.** The Developer shall provide to the City a cash escrow to pay for the costs of administering the development contract. Administrative costs include but are not limited to preparation of the contract, city recording fees for documents required as part of the development, monitoring of construction observation, consultation with the Developer and his/her engineer on status or problems regarding the project, plan review, coordination for testing, periodic and final inspections and acceptance, project monitoring and inspections during warranty periods, and processing requests for reduction or release of security, for all public improvements covered by the development contract. The cash escrow deposit shall be **\$10,823** (calculated at 4% of the estimated cost of proposed public improvements, as identified on page 11). If, at any time prior to completion of the development contract administration process, the balance in the cash escrow account is depleted to less than 10% of the originally required cash escrow amount, the Developer shall deposit additional funds in the cash escrow account as determined by the City. Any balance remaining in the cash escrow account upon completion of the development contract administration process shall be returned to the developer after all claims and charges thereto have been deducted.
8. **CONTRACTORS/SUBCONTRACTORS.** City Council members, City employees, and City Planning Commission members, and corporations, partnerships, and other entities in which such individuals have greater than a 25% ownership interest or in which they are an officer or director may not act as contractors or subcontractors for the public improvements identified in **Paragraph 6** above.
9. **PERMITS.** The Developer shall obtain or require its contractors and subcontractors to obtain all necessary permits, including but not limited to:
- *Minnesota Department of Health for watermains*
 - *National Pollutant Discharge Elimination System permits*
 - *Minnesota Pollution Control Agency for sanitary sewer extension*
 - *City of Plymouth building permits.*
10. **TIME OF PERFORMANCE.** The Developer shall install all required public improvements by October 31, 2016, with the exception of the final wear course of asphalt on streets. Final wear course placement will be allowed only after one freeze—thaw cycle and after a certificate of occupancy has been issued for 75% of the dwelling units. An inspection of the roadway will be performed by the city engineer or designee prior to wear course placement. From this inspection, any deficiencies or damage to the street, sidewalk and curb will be noted and will need to be corrected prior to the placement of the wear course.
11. **LICENSE.** The Developer hereby grants the City, its agents, employees, officers and contractors a license to enter the plat to perform all work and inspections deemed appropriate by the City in conjunction with plat development.

- 12. GRADING PLAN.** The plat shall be graded in accordance with the approved Grading, Drainage and Erosion Control Plan (Plan B). The plan shall conform to City of Plymouth standards.

Within 30 days after completion of the grading, the Developer shall provide the City with a "record" grading plan certified by a registered land surveyor or engineer indicating that all ponds, swales, and ditches have been constructed on public easements or land owned by the City. The "record" plan shall contain site grades and field verified elevations of the following: a) cross sections of ponds; b) location and elevations along all swales, emergency overflows, wetlands, wetland mitigation areas if any, ditches, locations and dimensions of borrow areas/stockpiles; c) lot corner elevations and house pads; and d) top and bottom of retaining walls.

All lots with house footings placed on fill must be monitored and constructed to meet or exceed FHA/HUD 79G specifications. The Developer must certify that this has been done correctly.

Prior to City acceptance of the grading improvements and a full release of financial sureties, the Developer shall provide the City with final "record" plans, in accordance with the City's most recent Engineering Guidelines.

- 13. EROSION CONTROL.** Prior to initiating site grading, the Erosion Control Plan (Plan B) shall be implemented by the Developer and inspected and approved by the City. Erosion control practices must comply with the Minnesota Pollution Control Agency's best management practices. The City may impose additional erosion control requirements if they would be beneficial. All areas disturbed by the excavation and backfilling operations shall be reseeded within 14 days after the completion of the work or in an area that is inactive for up to 14 days unless authorized and approved by the city engineer in writing. Except as otherwise provided in the erosion control plan, seed shall be in accordance with the City's current seeding standards. All seeded areas shall be fertilized, mulched, and disc-anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion. If the Developer does not comply with the erosion control plan and schedule or supplementary instructions received from the City, the City may take such action as it deems appropriate to control erosion at the Developer's expense. The City will endeavor to notify the Developer in advance of any proposed action, but failure of the City to do so will not affect the Developer's and City's rights or obligations hereunder. If the Developer does not reimburse the City for any cost the City incurred for such work within ten days, the City may draw down the security to pay any costs. No development, utility or street construction will be allowed and no building permits will be issued unless the plat is in full compliance with the approved erosion control plan.
- 14. STREET MAINTENANCE DURING CONSTRUCTION.** The Developer shall be responsible for all street maintenance until the streets are accepted by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on same and to direct attention to detours. If and when streets become impassable, such streets shall be barricaded and closed. In the event residences are occupied prior to

completing streets, the Developer shall maintain a smooth surface and provide proper surface drainage to ensure that the streets are passable to traffic and emergency vehicles. The Developer shall be responsible for keeping streets within and without the subdivision swept clean of dirt and debris that may spill, track, or wash onto the street from the Developer's operation. The Developer may request, in writing, that the City keep the streets open during the winter months by plowing snow from the streets prior to final acceptance of said streets. The City shall not be responsible for repairing damage in the development because of snow plowing operations. Providing snow plowing service does not constitute final acceptance of the streets by the City. The Developer shall contract for street cleaning within and immediately adjacent to the development. At a minimum, scraping and sweeping shall take place on a weekly basis. A copy of this contract shall be approved by the City before grading is started. The contract shall provide that the City may direct the contractor to clean the streets and bill the Developer.

- 15. OWNERSHIP OF IMPROVEMENTS.** Upon completion of the work and construction required by this contract, the improvements lying within public easements or right-of-way shall become City property. Prior to acceptance of the improvements by the City, the Developer must furnish the following affidavits:

- Contractor's certificate
- Engineer's certificate
- Land surveyor's certificate
- Developer's certificate

The above affidavits shall certify that all construction has been completed in accordance with the terms of this contract.

Prior to City acceptance of public improvements and a full release of financial sureties, the Developer shall provide the City with final "record" plans, in accordance with the City's most recent Engineering Guidelines.

Upon City receipt and verification of the affidavits, and upon receipt of "record" plans acceptable to the City, the city engineer will accept the completed public improvements.

- 16. PARK DEDICATION.** No park or trail land would be dedicated as part of this plat. The Developer shall pay a cash contribution equaling 100 percent of the "per unit maximum cash payment", which is currently capped at \$8,000 per dwelling unit, for each of the 21 dwelling units within this addition, as follows: 21 units multiplied by \$8,000 equals **\$168,000** in accordance with Section 528 of the Plymouth City Code. The cash fee shall be payable prior to the City's release of the signed final plat mylars.

- 17. WATERMAIN.** This plat is subject to a trunk watermain special assessment under Minnesota Statutes Chapter 429. The assessment rate is adjusted annually.

The 2016 rate is \$4,341 per acre. If the development contract is signed by the Developer and City in 2016, the assessment amount is calculated as follows: 5.76 acres minus 0.0 acres of wetland = 5.76 acres x \$4,341 per acre = **\$25,004.16**. If the development contract is signed in another year, that year's per acre rate will be used in the calculation.

The assessment will be divided evenly among the lots and blocks in the final plat. The assessment will be spread over five years at 2.89 percent interest on the unpaid balance.

The assessment shall be deemed adopted on the date this contract is signed by the City. The Developer waives any and all procedural and substantive objections to the special assessment, including but not limited to, hearing requirements and any claim that the assessment exceeds the benefit to the property. The Developer waives any appeal rights otherwise available pursuant to M.S.A. 429.081.

- 18. SANITARY SEWER.** This plat is subject to a lateral sanitary sewer special assessment under Minnesota Statutes Chapter 429. The assessment rate is adjusted annually.

The 2016 rate is \$1,169 per acre. If the development contract is signed by the Developer and City in 2016, the assessment amount is calculated as follows: 5.76 acres minus 0.0 acres of wetland = 5.76 acres x \$1,169 per acre = **\$6,733.44**. If the development contract is signed in another year, that year's per acre rate will be used in the calculation.

The assessment will be divided evenly among the lots and blocks in the final plat. The charge will be spread over five years at 2.89 percent interest on the unpaid balance. The assessment shall be deemed adopted on the date this contract is signed by the City. The Developer waives any and all procedural and substantive objections to the special assessment, including but not limited to, hearing requirements and any claim that the assessment exceeds the benefit to the property. The Developer waives any appeal rights otherwise available pursuant to M.S.A. 429.081.

- 19. BUILDING PERMITS/CERTIFICATES OF OCCUPANCY.**

- A. No building permits shall be issued until a contract has been awarded for sewer and water and the MPCA permit has been issued. Prior to issuance of building permits, curbing and one lift of asphalt shall be installed on all public and private streets serving the subject lot.
- B. Prior to issuance of building permits, written certification of the grading for the block where the building is to be located must be provided to the City.
- C. Breach of the terms of this contract by the Developer, including nonpayment of billings from the City, shall be grounds for denial of building permits, including lots sold to third parties, and the halting of all work in the plat.
- D. If building permits are issued prior to the acceptance of public improvements, the Developer assumes all liability and costs resulting in delays in completion of public improvements and damage to public improvements caused by the City, Developer, their contractors, subcontractors, materialmen, employees, agents, or third parties. No sewer and water connection permits may be issued until the streets needed for access have been paved with a bituminous surface and the utilities are tested and approved by the city engineer or designee.
- E. No building permits for homes (including model homes) shall be issued until after the plat is recorded, written certification provided of the grading for the block where the building is to be located, sewer and water lines have been installed and tested, and curb and gutter and the first lift of asphalt have been installed.

- 20. STREET REGULATORY SIGNS/TRAFFIC CONTROL SIGNS.** Street name signs shall be installed by the Developer. The signs shall be placed at all intersections or at such other locations as determined by the city engineer or designee. All street name signs must be installed prior to final building inspection approval.

The Developer shall install traffic control signs in accordance with the plan approved by the city engineer and Minnesota Manual of Uniform Traffic Control Devices (MMUTCD). All signs must be installed prior to final building inspection approval or earlier if necessary as determined by the city engineer.

21. RESPONSIBILITY FOR COSTS.

- A. Except as otherwise specified herein, the Developer shall pay all costs incurred by it or the City in conjunction with the development of the plat, including but not limited to legal, planning, engineering and inspection expenses incurred in connection with approval and acceptance of the plat, the preparation of this contract, review of construction plans and documents, and all costs and expenses incurred by the City in monitoring and inspecting development of the plat.
- B. The Developer shall hold the City and its officers, employees, and agents harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from plat approval and development. The Developer shall indemnify the City and its officers, employees, and agents for all costs, damages, or expenses which the City may pay or incur in consequence of such claims, including attorneys' fees.
- C. The Developer shall reimburse the City for costs incurred in the enforcement of this contract, including engineering and attorneys' fees.
- D. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all special assessments referred to in this contract. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- E. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this contract within 30 days after receipt. Bills not paid within 30 days shall accrue interest at the rate of 8% per year.
- F. In addition to the charges and special assessments referred to herein, other charges and special assessments may be imposed such as but not limited to sewer availability charges ("SAC"), City water connection charges, City sewer connection charges, and building permit fees.

22. SPECIAL PROVISIONS. The following special provisions shall apply to plat development:

- A. The Developer shall remove the temporary turnaround on the east end of the northerly segment of 58th Circle, and restore that area.
- B. The Developer shall post a \$5,000 security for the final placement of all subdivision iron monuments. The security was calculated as follows: 50 irons at \$100.00 per iron. The security will be held by the City until the Developer's land surveyor certifies that all irons have been set following site grading and utility and street

construction. In addition, the certificate of survey must also include a certification that all irons for a specific lot have either been found or set prior to the issuance of a building permit for that lot.

- C. The Developer must obtain a sign permit from the City building official prior to installation of any subdivision identification signs.
- D. The Developer shall supply a complete set of the approved construction plans in an AutoCAD.DWG electronic file format before the preconstruction conference.
- E. The Developer shall include the “City of Plymouth’s Standard Detail Specifications” (all applicable sections) in the contract documents of their improvement project.
- F. Other requirements:
 - 1. **Prior to recording the final plat**, the Developer shall:
 - a) Execute this development contract and provide the related financial guarantees and fees.
 - b) Receive City approval of final construction plans.
 - d) Pay the required park dedication fee pursuant to Sections 16 and 27 of this development contract.
 - h) Submit homeowner’s association documents for city review. The homeowner’s association documents shall address: a) responsibilities for maintenance and repair of any subdivision signage, developer-installed retaining walls, wetland buffers, buffer monuments, sidewalks, conservation easement areas, and any other similar or common features, and b) prohibition on structures and the clearing of native vegetation from the wetland buffers and conservation easement areas.
 - 2. **Prior to commencement of grading operations**, the developer shall install and request inspection of silt fencing and tree preservation fencing.
 - 3. **Prior to issuance of building permits for single-family lots that abut city park land**, the Developer shall install parkland signs/monuments to delineate the park property, in locations as required by the City Parks Department.
 - 4. Standard Conditions:
 - a) No building permits shall be issued until the final plat is filed and recorded with Hennepin County.
 - b) Development standards and setbacks for this plat shall comply with the RSF-3 zoning standards. No variances are granted or implied.
 - c) If the required sidewalks are not installed when the streets are installed, no building permits shall be issued for lots abutting the future sidewalk unless a separate sidewalk agreement is provided for each affected lot.
 - d) Any signage shall require separate permits and shall comply with the city’s sign regulations.
 - e) Separate building permits are required for retaining walls 48 inches in height or higher. Additionally, a fence shall be installed at the top of retaining walls that exceed four feet in height.
 - f) Compliance with the city’s tree preservation regulations.
 - g) Removal of all hazardous trees at the owner's expense.
 - h) No trees shall be planted in the boulevard.

23. MISCELLANEOUS.

- A. The Developer may not assign this contract without the written permission of the City Council. The Developer's obligation hereunder shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- B. Building permits are required for retaining walls 48 inches in height or higher. Additionally, a fence shall be installed at the top of retaining walls that exceed four feet in height. Retaining walls that require a building permit shall be constructed in accordance with plans and specifications prepared by a structural or geotechnical engineer licensed by the State of Minnesota. Following construction, a certification signed by the design engineer shall be filed with the building official evidencing that the retaining wall was constructed in accordance with the approved plans and specifications. All retaining walls identified on the development plans or by special conditions referred to in this contract shall be constructed before any other building permit is issued for a lot on which a retaining wall is required to be built.
- C. The developer shall submit appropriate legal documents regarding homeowner association documents, covenants and restrictions, as reviewed by the city attorney for consistency with the City's official controls and conditions of approval shall be filed with the final plat. If the documents are not consistent with the City's official controls and conditions of approval, the documents shall be amended to make them consistent prior to recording the final plat and homeowner association documents.
- D. The Developer shall take out and maintain or cause to be taken out and maintained until 6 months after the City has accepted the public improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's work or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than \$500,000 for one person and \$1,000,000 for each occurrence; limits for property damage shall be not less than \$200,000 for each occurrence; or a combination single limit policy of \$1,000,000 or more. The City shall be named as an additional insured on the policy, and the Developer shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given 30 days advance written notice of the cancellation of the insurance.
- E. Third parties shall have no recourse against the City under this contract.
- F. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this contract is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this contract.
- G. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this contract shall not be a waiver or release.
- H. This contract shall run with the land and may be recorded against the title to the property. The Developer covenants with the City, its successors and assigns, that the Developer has fee title to the property being final platted and/or has obtained consents

to this contract, in the form attached hereto, from all parties who have an interest in the property; that there are no unrecorded interests in the property being final platted; and that the Developer will indemnify and hold the City harmless for any breach of the foregoing covenants.

- I. Each right, power or remedy herein conferred upon the City is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, available to the City, at law or in equity, or under any other agreement, and each and every right, power and remedy herein set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy.
- J. The Developer represents to the City that the plat complies with all city, county, metropolitan, state, and federal laws and regulations, including but not limited to: subdivision regulations, zoning ordinances, and environmental regulations. If the City determines that the plat does not comply, the City may, at its option, refuse to allow construction or development work in the plat until the Developer does comply. Upon the City's demand, the Developer shall cease work until there is compliance.

24. DEVELOPER'S DEFAULT. In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer, except in an emergency as determined by the City, is first given notice of the work in default, not less than 48 hours in advance. This contract is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part.

25. WARRANTY. The Developer warrants all improvements required to be constructed by it pursuant to this contract against poor material and faulty workmanship. The Developer shall submit or maintain a letter of credit for 25% of the amount of the original cost of the following improvements:

- A. The required warranty period for materials and workmanship for utilities including public sanitary sewer, storm sewer, and water mains shall be 2 years from the date of final written City acceptance of the work.
- B. The required warranty period for all work relating to street construction, including concrete curb and gutter, sidewalks and trails, materials and equipment shall be 1 year from the date of final written City acceptance.
- C. The required warranty period for sod, trees, and landscaping is one growing season following installation.

26. SUMMARY OF SECURITY REQUIREMENTS. To guarantee compliance with the terms of this contract, payment of special assessments, payment of the costs of all public and private improvements, and construction of all public and private improvements, the Developer shall furnish the City with a letter of credit, in a format acceptable to the City, from a bank, cash escrow or a combination cash escrow and letter of credit ("security") for **\$329,401**. The amount of the security was calculated as follows:

ITEM	ESTIMATED COSTS		
	Developer Installed (1)	Private (2)	Total
Street Construction:	128,340		128,340
Sanitary Sewer System:	63,503		63,503
Watermain System:	48,200		48,200
Storm Sewer System:	30,533		30,533
Boulevard Sod & Silt Fence:		3,160	3,160
Removal of temp. Cul-De-Sac:		2,000	2,000
Sidewalk Improvements:		13,390	13,390
Street Lighting:		7,875	7,875
Erosion Control:		3,000	3,000
Setting Iron Monuments:		5,000	5,000
SUB-TOTAL:	270,576	34,425	305,001
Design, Admin., Insp., As-Built (8%):	21,646	2,754	24,400
TOTAL:	292,222	37,179	\$329,401

(1) Developer installed public improvements. City to own and maintain after development completed.

(2) Private. Property owner and/or property owner's association to maintain after development completed.

This breakdown is for historical reference; it is not a restriction on the use of the security. The bank shall be subject to the approval of the city manager. The City may draw down the security, without notice, for any violation of the terms of this contract or if the security is allowed to lapse prior to the end of the required term. If the required public improvements are not completed at least 30 days prior to the expiration of the security, the City may also draw it down. If the security is drawn down, the proceeds shall be used to cure the default. Upon receipt of proof satisfactory to the city engineer or designee that work has been completed and financial obligations to the City have been satisfied, with city engineer or designee approval the security may be reduced from time to time by 75% of the financial obligations that have been satisfied. Twenty-five percent (25%) of the amounts certified by the Developer's engineer shall be retained as security until: (1) all improvements have been completed; (2) iron monuments for lot corners have been installed; (3) all financial obligations to the City satisfied; (4) the required "record" plans have been received by the City; (5) a warranty security is provided; and (6) the public improvements are accepted by the City.

27. SUMMARY OF CASH REQUIREMENTS. The following is a summary of the cash requirements under this contract which must be furnished to the City at the time of final plat approval:

Park Dedication	\$168,000
Administration of Development Contract Escrow	\$10,823
TOTAL CASH REQUIREMENTS LEVIED:	\$178,823

28. NOTICES. Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees or agents, or mailed to the Developer by certified mail at the following address:

Lawndale 47, LLC
Attn: Jake Walesch
10850 Old County Road 15, Suite 200
Plymouth, MN 55441

The Developer shall notify the City within five days of a change of address.

Notices to the City shall be in writing and shall be either hand delivered to the city manager, or mailed to the City by certified mail in care of the city manager at the following address:

Plymouth City Hall
3400 Plymouth Boulevard
Plymouth, MN 55447

CITY OF PLYMOUTH

RESOLUTION No. 2016-____

RESOLUTION APPROVING A FINAL PLAT AND DEVELOPMENT CONTRACT FOR “MAPLE CREEK MEADOWS 2ND ADDITION” FOR PROPERTY LOCATED SOUTH OF COUNTY ROAD 47 AND WEST OF PEONY/LAWNDALE LANE (2016007)

WHEREAS, Lawndale 47, LLC has requested approval of a final plat for 21 single-family lots on roughly 5.8 acres located south of County Road 47 and west of Peony/Lawndale Lane; and

WHEREAS, the property is presently legally described as Outlot A, MAPLE CREEK MEADOWS, Hennepin County, Minnesota; and

WHEREAS, city staff has prepared a development contract covering the improvements related to said plat.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Lawndale 47, LLC for a final plat for Maple Creek Meadows 2nd Addition; and

FURTHER, that the development contract for said plat be approved, and that upon prior execution of the development contract by the developer, the mayor and city manager be authorized to execute the development contract on behalf of the City; and

FURTHER, that the following conditions be met prior to recording of, and related to said plat:

1. The final plat for Maple Creek Meadows 2nd Addition is approved in accordance with the plans received by the City on January 22, 2016, except as may be amended by this resolution.
2. **Prior to commencement of grading operations**, the developer shall install and request inspection of tree preservation fencing and silt fencing.
3. **Prior to recording the final plat**, the developer shall:
 - a) Execute the development contract and provide the related financial guarantees and fees.
 - b) Receive city approval of final construction plans.
 - c) Pay the required park dedication fee.
4. **Prior to issuance of building permits for lots that abut city parkland**, the developer shall install parkland signs/monuments to delineate the city property, in locations as required by the City Parks Department.

5. Standard Conditions:
- a. No building permits shall be issued until the final plat is recorded with Hennepin County and streets and utilities are installed.
 - b. Development standards and setbacks for this plat shall comply with the RSF-3 zoning standards. No variances are granted or implied.
 - c. If the required sidewalks are not installed when the streets are installed, no building permits shall be issued for lots abutting the future sidewalk unless a separate sidewalk agreement is provided for each affected lot.
 - d. Any signage shall require separate permits and shall comply with the city's sign regulations.
 - e. Separate building permits are required for retaining walls 48 inches in height or higher. Additionally, a fence shall be installed at the top of retaining walls that exceed four feet in height.
 - f. No trees shall be planted in the boulevard.
 - g. Compliance with the city's tree preservation regulations.
 - h. Removal of all hazardous trees at the owner's expense.
 - i. This approval shall expire two years after the date of approval, unless the property owner or applicant has recorded the final plat, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 512 of city code.

APPROVED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016, with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____, _____.

City Clerk

CITY OF PLYMOUTH

RESOLUTION NO. 2016-____

RESOLUTION ADOPTING ASSESSMENTS FOR TRUNK SANITARY SEWER AND WATER MAIN FOR MAPLE CREEK 2ND ADDITION (2016007)

WHEREAS, the City has received a Waiver of Assessment Hearing from the property owner of Maple Creek Meadows 2nd Addition waiving their right to special assessment hearings for trunk sanitary sewer and water main and all other appurtenances.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA:

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 5 years, the first of the installments to be payable on or before the first Monday in January, 2017, and shall bear interest at the rate of 2.89% per annum. To the first installment shall be added interest on the entire assessment calculated from November 1, 2016 to December 31, 2017. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may make an interest free principal prepayment prior to certification of the assessment to the County Finance Director. Prepayments of the assessment on such property must be received by October 31, 2016.
4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the County Finance Director to be extended on the proper tax lists of the County and such assessments shall be collected and paid over in the same manner as other municipal taxes.
5. The total cost of the improvement assessed by this resolution is \$31,737.60.

APPROVED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016, with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____, _____.

City Clerk

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Mike Payne, Assistant City Engineer

Reviewed by: Doran Cote, Director of Public Works

Item: **Order and Accept Preliminary Engineering Report, Order and Accept Plans and Specifications, Calling for a Public Hearing, Order Advertisement for Bids, Declaring Costs to be Assessed, and Setting Assessment Hearing for the Ponderosa Street Reconstruction Project (16008)**

1. ACTION REQUESTED:

Adopt the attached resolutions to order and accept the preliminary engineering report, order and accept plans and specifications, calling for a public hearing, order advertisement for bids, declaring costs to be assessed, and setting assessment hearing for the Ponderosa Street Reconstruction Project (16008).

2. BACKGROUND:

The streets in the Ponderosa Street Reconstruction Project Area include Garland Lane north of 25th Avenue, Fountain Lane north of 25th Avenue, 27th Avenue west of Fountain Lane, and 60 feet of Everest Lane east of Fountain Lane.

As outlined in the attached Preliminary Engineering Report, reconstruction is recommended for the streets in the Ponderosa Project Area to facilitate replacement of the water main. The existing water main has required a significant number of repairs since the streets last had major work performed on them in 1994. Due to the repair history staff is recommending replacement of the water main. Replacement of the water main requires significant excavation impacting a large portion of the roadway. Since a large part of the street reconstruction would be performed as a part of the water main replacement staff is proposing a complete reconstruction of the streets in the neighborhood.

The existing streets are proposed to be reconstructed to a similar street section width that will be 33 feet (from back of curb to back of curb) and includes placement of a 1½ inch bituminous wearing course, 2½ inch bituminous base course, 8 inches of aggregate base, and 12 inches of granular sub-base with drain tile installed in the sub-base.

The existing 6" cast iron pipe (CIP) water main is proposed to be replaced with 6" polyvinyl chloride (PVC). Existing water main valves and hydrants will be replaced as well as water services from the water main to and including the curb stop.

Other proposed improvements include adding additional storm sewer where feasible to provide increased drainage capacity to the minimal amount of storm sewer in the neighborhood. Sanitary sewer manholes are proposed to be sealed to limit the amount of

storm water that seeps through the rings. Additionally, one raingarden is proposed to be included with the project to improve water quality pending homeowner interest.

All private utility companies have been notified of this potential project. The location of private utilities have been shown on the proposed construction plans according to location notes in record drawings provided to the City by those companies that chose to respond the City's request for information and according to design locate surveys.

The project area is located in the Minnehaha Creek Watershed District. Permits will likely be required for this project and all permits will be obtained prior to construction. In addition, because this project proposes to disturb more than one acre of land, a Minnesota Pollution Control Agency (MPCA) storm water construction permit will be required. A permit from the Minnesota Department of Health will be required due to the replacement of the water main.

On January 13, 2016, an Information Meeting was held to discuss the details of this proposed project with the residents in the Ponderosa project area. Attached is a summary of the comments and questions from that meeting. Additionally, residents in the proposed project area have been invited to view the final plans prior to the City Council's approval.

The current assessment policy is to assess 40% of the project cost to benefitting properties for total street reconstruction. Under a typical reconstruction project, estimated assessments are \$7,500-\$8,500 for single family homes in this neighborhood based on the engineer's estimate.

As discussed at the City Council Study Session on January 12, 2016, this project is unlike other typical reconstruction projects. The streets in the neighborhood meet the criteria for a mill and overlay but a reconstruction is recommended due to significant excavation related to the watermain replacement. One alternative is to assess the work not impacted by the watermain, which includes, but not limited to, half of the street, 25% of the concrete curb and gutter, and all the storm sewer. Based on the engineer's estimate, the estimated assessment under this option would be \$3,500-\$4,500. Other options could be to assess the neighborhood \$1,000 for either the project as proposed since the streets meet the mill and overlay criteria or reduce the scope to a mill and overlay. A mill and overlay would leave the existing watermain as is and maintenance crews would repair the main as needed in future.

Staff is recommending to bid the project as a reconstruction and watermain replacement project and bring back to the City Council once bids are received and assessments are determined based on the low bidder. The scope of the project could be reduced and the assessments could be lowered at the public hearing, but not increased without starting the approval process over.

Bids for this project are scheduled to be received on April 7, 2016, and the public improvement and assessment hearings would be scheduled for April 26, 2016. In accordance with state statute, notice of the proposed improvement hearing and assessment hearing for this project would be sent to all affected property owners and would be posted in the official City Newspaper in the appropriate time frame. Included with the notice would be a recommended assessment, which would be calculated based on the lowest responsible bid received.

3. BUDGET IMPACT:

This proposed project is included in the 2016-2020 Capital Improvement Program at an estimated cost of \$1,250,000. The total estimated project cost for reconstruction of the streets and water main replacement in the Ponderosa Project Area is approximately \$1,248,981.65 of which \$377,728.34 would be assessed according to the typical reconstruction project assessment. The remaining funding will come from the Street Reconstruction Fund in the amount of \$566,592.47, the Water Fund in the amount of \$282,077.75, the Water Resources fund in the amount of \$14,446.87, and the Sewer Fund in the amount of \$8,136.25.

4. ATTACHMENTS:

Preliminary Engineering Report
Summary of Comments from Neighborhood Information Meeting
Resolutions



City of Plymouth

Feasibility Report, Project No. 16008

Ponderosa Street Reconstruction
February 26, 2016

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

A handwritten signature in black ink, appearing to read 'Michael J. Payne', written over a horizontal line.

Michael J. Payne

Registration No. 50484

Introduction

The City Council ordered the preparation of a preliminary engineering report for the Ponderosa Street Reconstruction Project on March 8, 2016. The purpose of the report is to determine, in a preliminary manner, the feasibility of resurfacing the existing streets and replacing the water main within the project area. The proposed Street Reconstruction Project investigated in this preliminary engineering report includes the type of work to be done to the existing street. Street Reconstruction is recommended when the condition of an existing street indicates an unstable base requiring correction of an underlying sub-grade problem. A Street Reconstruction is also recommended when utilities underneath the roadway are in a condition that warrant replacement and where replacement of said utilities would disturb the majority of the roadway making reconstruction a reasonable choice. Continued routine maintenance will be required after completion of the rehabilitation to maximize the streets life.

Existing Conditions

The streets in the Ponderosa project area, as illustrated in [Figure 1](#), include Garland Lane north of 25th Avenue, Fountain Lane north of 25th Avenue, 27th Avenue west of Fountain Lane, and 60 feet of Everest Lane east of Fountain Lane. All of the streets in the Ponderosa project area are paved and have mountable concrete curb and gutter. The street width is throughout the project generally just a bit wider than 33' from back of curb to back of curb. According to City records, these streets and utilities appear to have been constructed around 1974. The streets in the area received project in 1994 where improvements consisted of selected curb replacement and an edge mill and overlay or a full width mill and overlay depending on location. There were also small sections of sub-grade correction and drain tile installation. The pavement shows some distresses such as various types of cracking and potholes. The streets in the neighborhood were rated a 5 ([Figure 2](#)) during the last round of street ratings in 2014. Soil boring logs, included in a Report of Geotechnical Exploration and Review prepared by American Engineering Testing, Inc. prepared in February of 2016, indicate street sections in the project area that include an existing asphalt thickness ranging from 3.5" to 7". In some of the borings the layer below the bituminous pavement, where you generally would find aggregate base, did not meet the classification for aggregate base due to having low gravel content, being fine grained, and/or having clayey inclusions. Subgrade soils consisted of clayey sand, sandy lean clay, and silty sand.

Storm sewer is present in the project area and consists of reinforced concrete pipe (RCP) of varying sizes. The amount of storm sewer is minimal with long sections of roadway being drained by a small number of catch basins. The storm sewer system is currently being video inspected to determine if any segments are inadequate.

The water main system in the Ponderosa project area is of the same age as the streets and consists of 6" cast iron pipe (CIP). The water main is located within the roadway and has had to be repaired numerous times since the streets last had major work performed on them in 1994 ([Figure 3](#)) due to breaks, shear failures, and valve replacements.

The sanitary sewer system in the project area was installed at the same time as the water main and consists of 9" and 12" vitrified clay pipe (VCP). The sanitary sewer system will be video inspected prior to the project to determine if the condition of any segments are inadequate.

Proposed Improvements

Due to the condition and repair history of the water main in the neighborhood a street reconstruction is proposed to facilitate the replacement of the water main. The streets in the neighborhood meet the criteria for a mill and overlay but it would be prudent to reconstruct the streets as much of the work would be done as a part of the water main replacement.

A reconstruction includes installing a new engineered street section (Figure 4). The engineered street section includes 1½ inch bituminous wearing course, 2½ inch bituminous base course, 8 inches of aggregate base, and 12 inches of granular sub-base. Drintile will be installed at the bottom of the granular sub-base to facilitate drainage of the street section. This engineered road section is consistent with the City of Plymouth Engineering Guidelines minimum street section and provides a strength slightly greater than the suggested requirements of the Report of Geotechnical Exploration and Review submitted by American Engineering Testing, Inc. The existing mountable curb and gutter is proposed to be replaced with a barrier style curb. Pedestrian ramps will be installed or replaced as needed to comply with Americans with Disability Act (ADA) guidelines.

The existing water main is proposed to be replaced with 6" PVC water main. Existing gate valves and hydrants will be replaced and an additional gate valve installed to better facilitate maintenance and operation of the water distribution system. New curb stops and service lines from the water main to the curb stop are also proposed with this project.

Repairs to the storm sewer system will be based on the results of the video inspection currently underway. One section of storm sewer will require replacement due to the close proximity to the existing water main. In addition, new catch basins are proposed to be installed to provide additional drainage capacity to the neighborhood.

Repairs on the sanitary sewer system will be based on the results of the video inspection currently underway. Sewer manholes are proposed to be sealed in an effort to reduce any storm water runoff seeping through the manhole rings.

Surface Water Protection

The Ponderosa project area is located in the Minnehaha Creek Watershed District (MWCD). Permits will likely be required for this project and all permits will be obtained prior to the start of construction. In addition, since this project disturbs more than one acre of land, a Minnesota Pollution Control Agency (MPCA) storm water construction permit will be required.

One rain garden is proposed to be included with this project dependent on property owner interest. Additionally, construction best management practices (BMPs), such as inlet protection, are implemented where feasible on all City street projects.

Traffic and Access

Traffic access will be maintained on all streets and driveways on the Ponderosa project area where possible. Construction will be staged to provide access to the area in general and minimize disruption for residents in the project area.

Estimated Project Schedule

City Council receives the Preliminary Engineering Report, orders Plans and Specifications, approves plans and specifications, Calls for a public Improvement Hearing, Orders Advertisement for bids, Declares costs to be assessed and sets the Public Assessment Hearing	March 8, 2016
Advertise for Bids	March 10, 2016
Receive Bids	April 7, 2016
Public Improvement Hearing and Public Assessment Hearing	April 26, 2016
Award Contract	April 26, 2016
Begin Construction	May 2016
Construction Ends	Summer 2016

Estimated Costs

The estimated project costs include construction costs plus 15% for construction contingencies, engineering, administration, finance, and legal. Itemized cost estimates are included in Appendix A of this report. The total estimated project cost for the Ponderosa Street Reconstruction Project is \$1,248,981.65, and is summarized below.

Construction Cost	\$1,086,071.00
15% Eng., Admin., Legal & Contingencies	\$162,910.65
Total Estimated Cost	\$1,248,981.65

Project Financing

The 2016-2020 Capital Improvement Program (CIP) has designated \$1,250,000 for this street reconstruction project. In accordance with the City's Public Improvement Assessment Policy, 40% of the total project costs are proposed to be assessed to the adjacent benefiting property owners. The Sewer Fund will finance the total cost for installing the inflow and infiltration sealing system on manholes. The Water Fund will finance the total cost for replacing the water main. The Water Resources fund will finance the total cost of the rain garden. The remaining funding for this project will come from the Street Reconstruction Fund. The funding for this project is summarized below.

<u>Funding Source</u>	<u>CIP</u>	<u>Prelim Eng. Report</u>
Water Fund	\$350,000	\$282,077.75
Water Resources Fund	\$20,000	\$14,446.87
Sewer Fund	\$20,000	\$8,136.25
Special Assessments	\$330,000	\$377,728.31
Street Reconstruction Fund	\$530,000	\$566,592.47
Total Funding	\$1,250,000	\$1,248,981.66

Figure 1

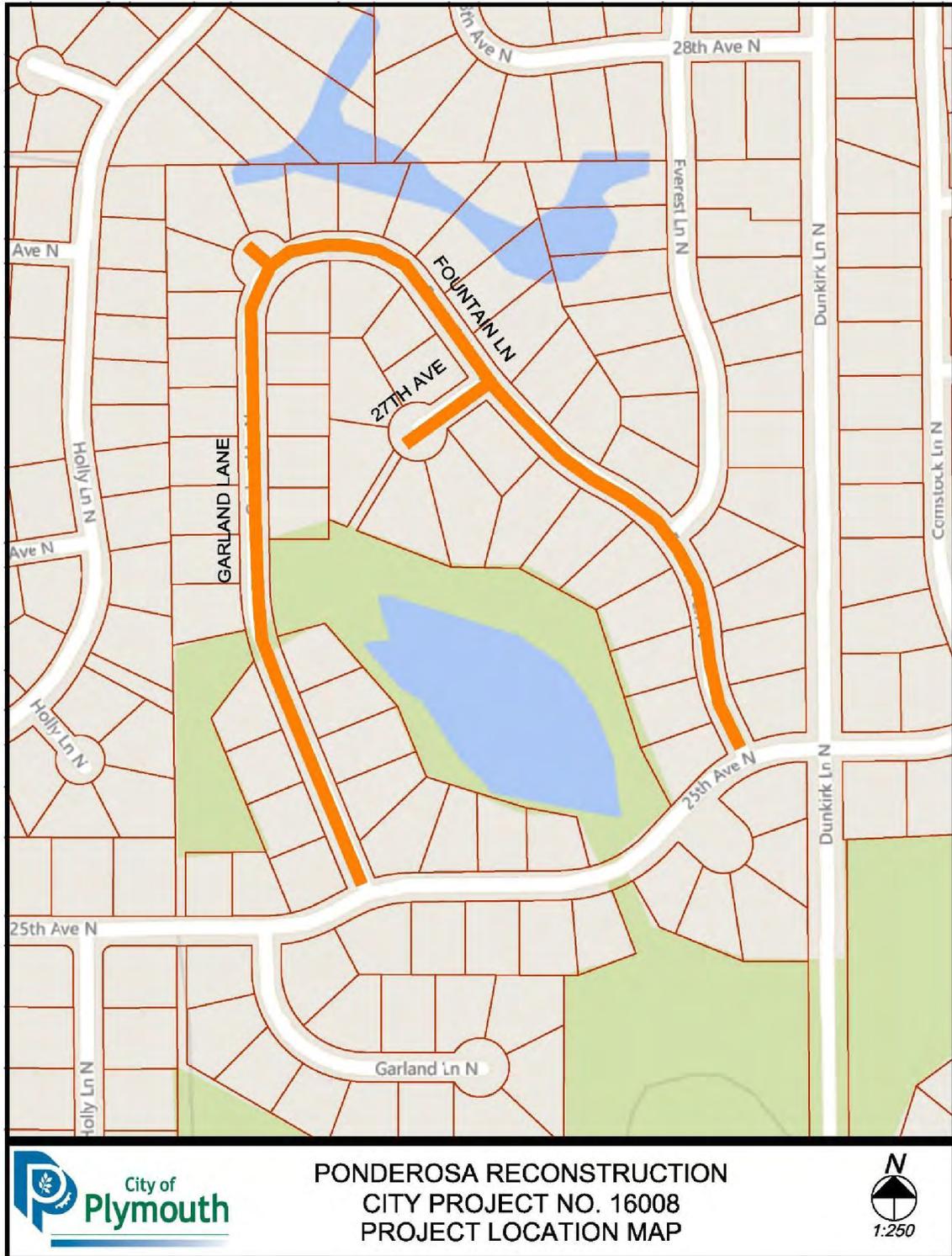


Figure 2

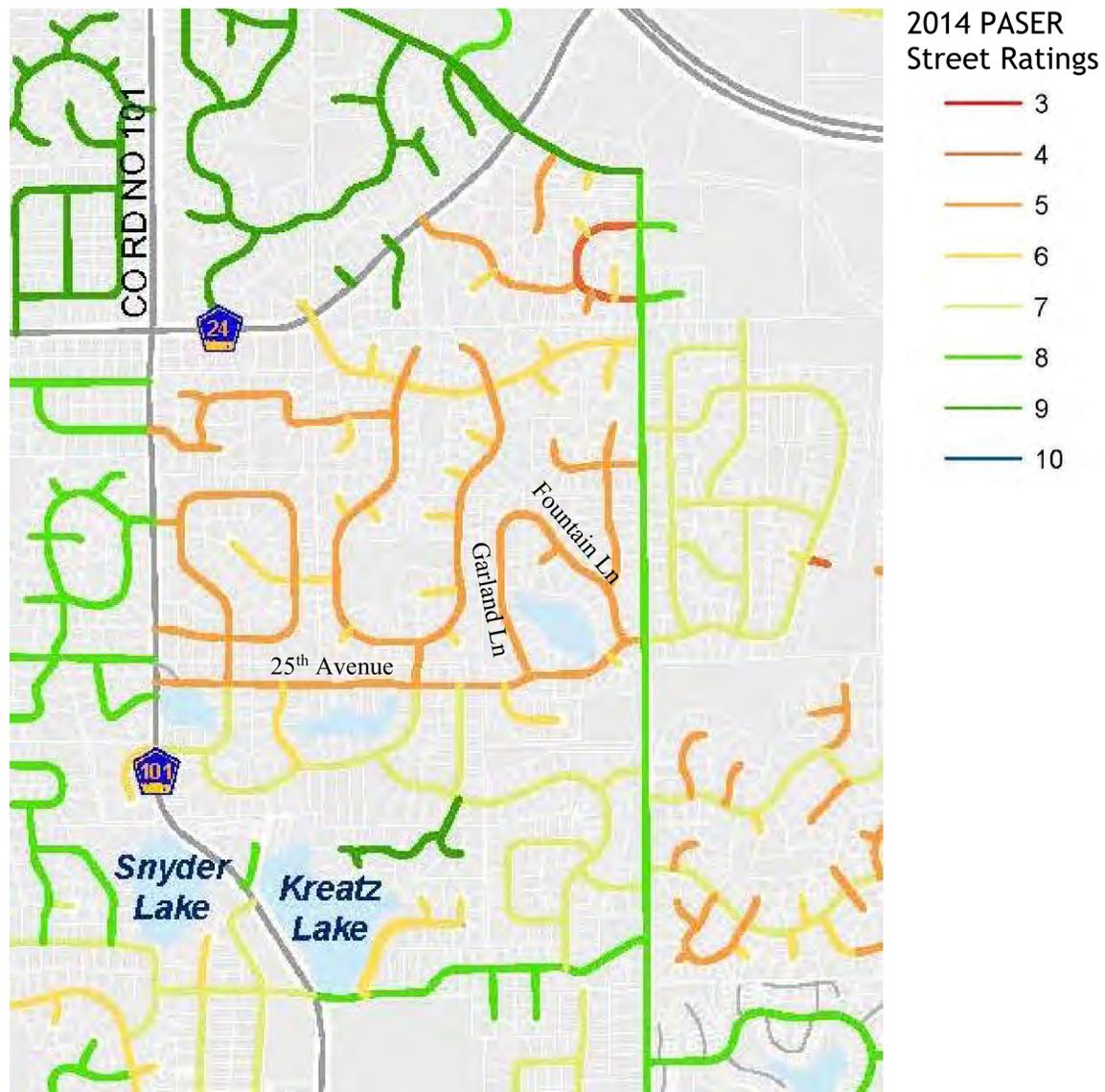
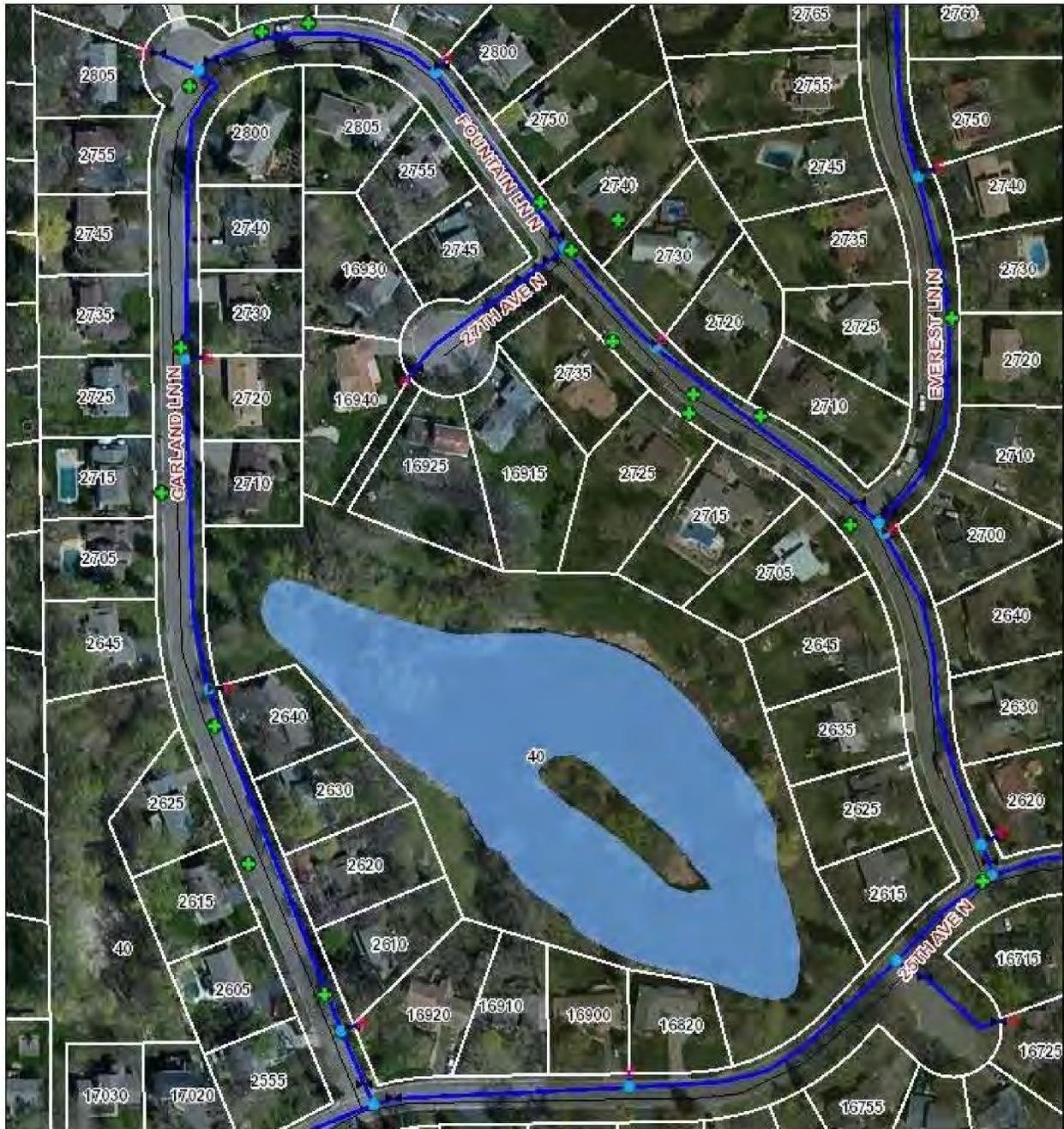
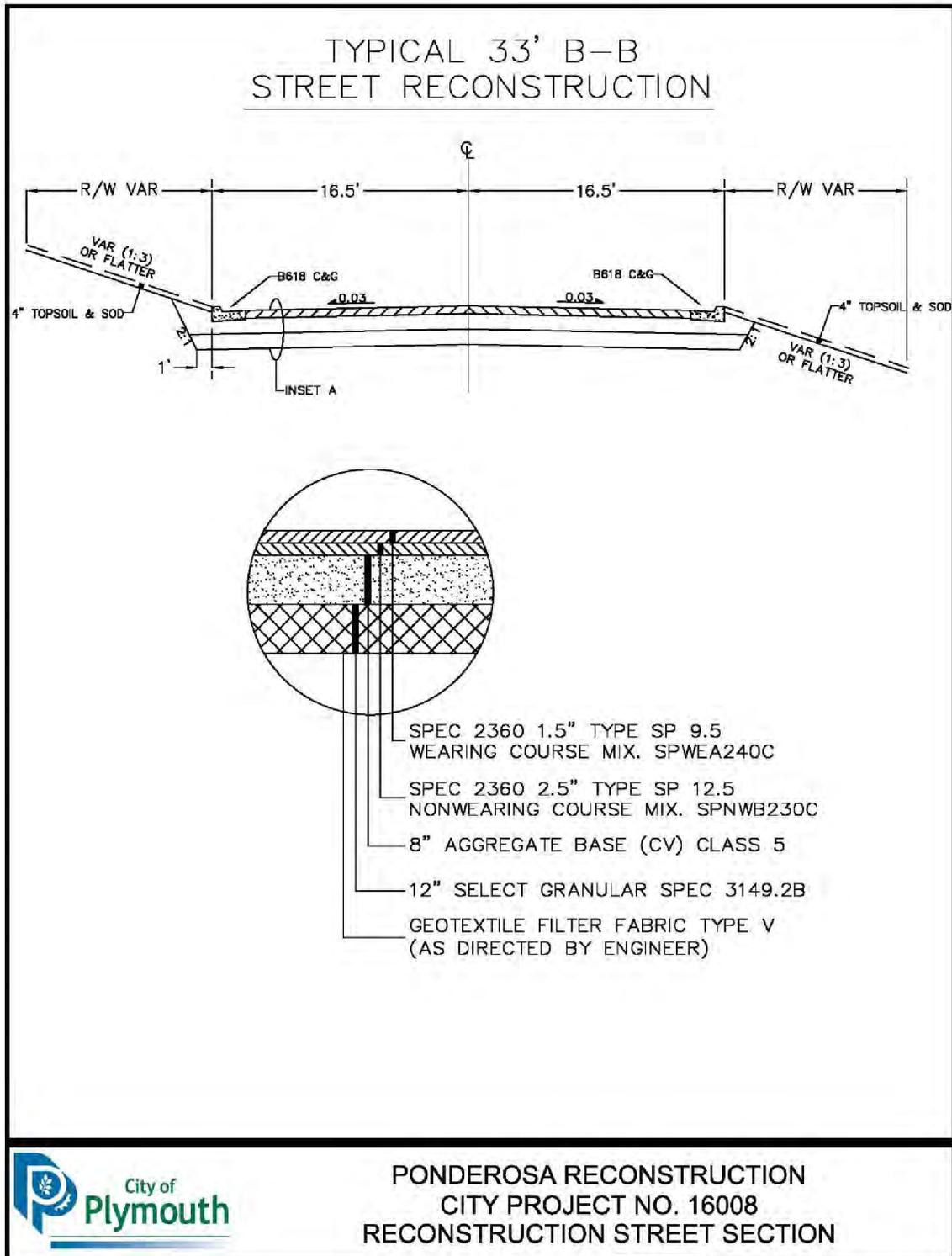


Figure 3



 Water Main Repairs

Figure 4



Appendix A



Ponderosa Street Reconstruction City Project 16008

Engineer's Estimate

NO.	ITEM	UNIT	TOTAL QUANTITY	UNIT PRICE	TOTAL PRICE
1	MOBILIZATION	L.S.	1	\$ 50,000.00	\$ 50,000.00
2	TRAFFIC CONTROL	L.S.	1	\$ 5,000.00	\$ 5,000.00
3	REMOVE STORM SEWER PIPE (ALL TYPES & SIZES)	L.F.	269	\$ 18.00	\$ 4,842.00
4	REMOVE WATERMAIN PIPE (ALL TYPES & SIZES)	L.F.	3,307	\$ 3.50	\$ 11,574.50
5	REMOVE CONCRETE CURB AND GUTTER	L.F.	6,801	\$ 3.00	\$ 20,403.00
6	REMOVE DRAINAGE STRUCTURE	EACH	2	\$ 500.00	\$ 1,000.00
7	REMOVE & REPLACE 6" CONCRETE DRIVEWAY PAVEMENT	S.Y.	135	\$ 55.00	\$ 7,425.00
8	REMOVE & REPLACE WOOD RETAINING WALL	S.F.	100	\$ 18.50	\$ 1,850.00
9	SALVAGE FIRE HYDRANT	EACH	9	\$ 375.00	\$ 3,375.00
10	SALVAGE GATE VALVE AND BOX	EACH	16	\$ 275.00	\$ 4,400.00
11	SALVAGE SIGN PANEL, TYPE C	EACH	6	\$ 50.00	\$ 300.00
12	SALVAGE & INSTALL MAILBOX STRUCTURE	EACH	32	\$ 75.00	\$ 2,400.00
13	SALVAGE & INSTALL SIGN PANEL, TYPE C	EACH	1	\$ 150.00	\$ 150.00
14	SALVAGE & INSTALL SPRINKLER HEAD	EACH	75	\$ 75.00	\$ 5,625.00
15	SALVAGE & INSTALL RETAINING WALL	S.F.	100	\$ 18.50	\$ 1,850.00
16	SALVAGE & INSTALL INVISIBLE DOG FENCE	EACH	6	\$ 175.00	\$ 1,050.00
17	TEMPORARY MAILBOX STRUCTURE	L.S.	1	\$ 2,500.00	\$ 2,500.00
18	CLEARING	TREE	9	\$ 250.00	\$ 2,250.00
19	GRUBBING	TREE	9	\$ 200.00	\$ 1,800.00
20	COMMON EXCAVATION	C.Y.	8,196	\$ 12.50	\$ 102,450.00
21	SUBGRADE EXCAVATION	C.Y.	400	\$ 13.50	\$ 5,400.00
22	WATER FOR DUST CONTROL	MGAL	500	\$ 10.00	\$ 5,000.00
23	CALCIUM CHLORIDE SOLUTION	GAL.	1,000	\$ 1.00	\$ 1,000.00
24	TEST ROLLING	Rd. Sta	60	\$ 15.00	\$ 900.00
25	GEOTEXTILE FABRIC TYPE V	S.Y.	1,000	\$ 1.50	\$ 1,500.00
26	SELECT GRANULAR BORROW (CV)	C.Y.	4,292	\$ 15.00	\$ 64,380.00
27	AGGREGATE BASE CL 5 (CV)	C.Y.	2,861	\$ 23.50	\$ 67,233.50
28	DRIVEWAY BASE, AGG. CL. 5 (CV)	C.Y.	382	\$ 32.00	\$ 12,224.00
29	3 INCH MINUS RECYCLE MATERIAL	TON	100	\$ 26.00	\$ 2,600.00
30	CONCRETE CURB & GUTTER DESIGN B618	L.F.	6,280	\$ 12.50	\$ 78,500.00
31	36" CONCRETE CROSS GUTTER	L.F.	462	\$ 20.00	\$ 9,240.00
32	CONCRETE PEDESTRAIN RAMP (TRUNCATED DOME)	EACH	1	\$ 3,500.00	\$ 3,500.00
33	BITUMINOUS PATCHING MIXTURE	TON	278	\$ 125.00	\$ 34,750.00
34	INSTALL BITUMINOUS TRAIL (3")	SY	32	\$ 50.00	\$ 1,600.00
35	TYPE SPNWB230B BASE COURSE MIXTURE (2 1/2")	S.Y.	10,642	\$ 9.75	\$ 103,759.50
36	TYPE SPWEA240C WEARING COURSE MIXTURE (1 1/2")	S.Y.	10,642	\$ 6.75	\$ 71,833.50
37	TACK COAT	GAL.	532	\$ 3.75	\$ 1,995.00
38	PE YARD DRAIN	EACH	5	\$ 250.00	\$ 1,250.00
39	4" PE DRAINTILE SERVICE W/SOCK	L.F.	100	\$ 10.00	\$ 1,000.00
40	4" PE STREET DRAINTILE W/SOCK	L.F.	3,640	\$ 5.00	\$ 18,200.00
41	CONNECT DRAINTILE TO STORM SEWER STRUCTURE	EACH	23	\$ 150.00	\$ 3,450.00
42	CONNECT EXISTING DISCHARGE LINE TO YARD DRAIN	EACH	5	\$ 225.00	\$ 1,125.00
43	CONNECT EXISTING STORM SEWER TO STRUCTURE	EACH	2	\$ 675.00	\$ 1,350.00
44	CONNECT RC PIPE TO EXISTING STORM SEWER STRUCTURE	EACH	2	\$ 875.00	\$ 1,750.00
45	AGGREGATE BEDDING	TON	50	\$ 25.00	\$ 1,250.00



Ponderosa Street Reconstruction
City Project 16008

Engineer's Estimate

NO.	ITEM	UNIT	TOTAL QUANTITY	UNIT PRICE	TOTAL PRICE
46	12" RC PIPE STORM SEWER, CL..IV	L.F.	376.0	\$ 35.00	\$ 13,160.00
47	15" RC PIPE STORM SEWER, CL..V	L.F.	312.7	\$ 40.00	\$ 12,508.00
48	8" DRAIN BASIN W/ GRATE	EACH	4.0	\$ 750.00	\$ 3,000.00
49	CB TYPE ST-2	L.F.	3.5	\$ 400.00	\$ 1,400.00
50	MH TYPE ST-6 (48" DIAMETER)	L.F.	35.3	\$ 325.00	\$ 11,472.50
51	CB CASTING TYPE R-3067-V	EACH	17	\$ 555.00	\$ 9,435.00
52	HAND-PLACED RIPRAP CL IIII	TON	17	\$ 100.00	\$ 1,700.00
53	HAND-PLACED RIPRAP CL IV	TON	30	\$ 110.00	\$ 3,300.00
54	ADJUST FRAME AND RING CASTING	EACH	13	\$ 400.00	\$ 5,200.00
55	MANHOLE/CATCH BASIN REPAIR	L.F.	25	\$ 250.00	\$ 6,250.00
56	ALTER SANITARY SEWER SERVICE	EACH	2	\$ 1,000.00	\$ 2,000.00
57	4" PVC SEWER SERVICE PIPE - SDR 35	L.F.	50	\$ 30.00	\$ 1,500.00
58	INSTALL MANHOLE SEALING SYSTEM	EACH	11	\$ 325.00	\$ 3,575.00
59	TEMPORARY WATER MAIN	L.S.	1	\$ 20,000.00	\$ 20,000.00
60	6" PVC WM C900	L.F.	3,318	\$ 23.50	\$ 77,973.00
61	F & I HYDRANT & VALVE	EACH	9	\$ 6,000.00	\$ 54,000.00
62	F & I 6" GATE VALVE & BOX	EACH	8	\$ 1,800.00	\$ 14,400.00
63	1" HDPE SERVICE PIPE	EACH	50	\$ 500.00	\$ 25,000.00
64	1" CORPORATION STOP	EACH	50	\$ 250.00	\$ 12,500.00
65	REMOVE & REPLACE CURB STOP W/ STANDPIPE	EACH	50	\$ 325.00	\$ 16,250.00
66	INSULATE WATERMAIN (4")	S.Y.	25	\$ 52.50	\$ 1,312.50
67	CONNECT TO EXISTING WATER MAIN	EACH	3	\$ 1,500.00	\$ 4,500.00
68	RETAINING WALL - CHILTON LIMESTONE (<4' HIGH)	S.F.	125	\$ 32.50	\$ 4,062.50
69	RAIN GARDEN	EACH	1	\$ 8,500.00	\$ 8,500.00
70	EROSION CONTROL BLANKET CATEGORY 3	S.Y.	1,000	\$ 2.50	\$ 2,500.00
71	SILT FENCE TYPE MS	L.F.	275	\$ 2.50	\$ 687.50
72	SILT CURTAIN	L.F.	50	\$ 5.00	\$ 250.00
73	INLET PROTECTION-TYPE SPECIAL	EACH	17	\$ 225.00	\$ 3,825.00
74	WATER FOR TURF ESTABLISHMENT	MGAL	250	\$ 20.00	\$ 5,000.00
75	COMMERCIAL FERT. ANALYSIS 22-5-10	Lb.	300	\$ 1.50	\$ 450.00
76	SEEDING: MNDOT MIX 25-121	S.Y.	1,000	\$ 1.50	\$ 1,500.00
77	SODDING, TYPE LAWN & BOULEVARD	S.Y.	6,600	\$ 4.75	\$ 31,350.00
78	F&I TREE, AUTUMN SPIRE MAPLE, 2" B&B	TREE	3	\$ 400.00	\$ 1,200.00
79	F&I TREE, BLACK HILLS SPRUCE, 2" B&B	TREE	3	\$ 425.00	\$ 1,275.00

TOTAL BASE BID \$ 1,086,071.00
15% DESGIN, ADMIN, CONTINGENCY \$ 162,910.65
TOTAL PROJECT COST \$ 1,248,981.65

Questions Asked

My sump discharges to the street. Can I have a yard drain box installed?

There are certain requirements that need to be met in order to install a yard drain box such as proximity to storm sewer. We can evaluate individual situations to see if installation of a yard drain box is feasible.

Can the grade of steep driveways be improved with the project?

Many different factors go into determining a driveway grade. We do try to improve steep driveways where feasible. We can inform individuals about their particular situation once a draft plan is completed.

Are the assessments based on footage or are they per property owner?

Frontage was used to help calculate the assessments but they are per property owner based on property type. Each person of the same property type will be assessed the same amount.

Why is a reconstruction proposed when the street condition meets the criteria for an overlay?

The existing water main has experience a significant repair history and is in need of replacement. The water main is located within the street and a large portion of the street would be impacted by the water main replacement. A reconstruction is prudent since much of the work would be done anyway as a part of the water main replacement.

Why are we proposed to be assessed for a reconstruction if our streets meet the criteria for an overlay?

Residents are proposed to be assessed in accordance with the City's Public Improvement Special Assessment Policy.

My water shut off is located in my driveway. Will my driveway be impacted by the project?

Water services are proposed to be replaced from the water main to and including the curb stop. If the curb stop is in the driveway the driveway will be impacted during replacement. Additionally the front section of driveways need to be impacted in order to replace the existing curb and gutter and tie in the new roadway. Impacted portions of driveways will be replaced with in kind materials.

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION ORDERING PRELIMINARY ENGINEERING REPORT FOR THE PONDEROSA STREET RECONSTRUCTION PROJECT (16008)

WHEREAS, the 2016-2020 Capital Improvement Program made recommendations for the Ponderosa Street Reconstruction Project; and

WHEREAS, it is necessary to undertake a Preliminary Engineering Report to determine the work required on each street recommended to be considered for the Ponderosa Street Reconstruction Project, City Project No. 16008; and

WHEREAS, the streets including Garland Lane north of 25th Avenue, Fountain Lane north of 25th Avenue, 27th Avenue west of Fountain Lane, and 60 feet of Everest Lane east of Fountain Lane is the recommended project area.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the City Engineer is instructed to prepare a Preliminary Engineering Report with all convenient speed by advising the Council, in a preliminary way, as to whether the proposed improvements are feasible and as to whether it should best be made as proposed or in conjunction with some other improvement and the estimated cost of the improvements as recommended.

APPROVED by the City Council on this 8th day of March, 2016.

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION RECEIVING PRELIMINARY ENGINEERING REPORT, ORDERING PREPARATION OF PLANS AND SPECIFICATIONS, AND CALLING FOR A PUBLIC HEARING FOR THE PONDEROSA STREET RECONSTRUCTION PROJECT (16008)

WHEREAS, pursuant to a resolution of the City Council adopted March 8, 2016, a report has been prepared with reference to the improvement of the area including Garland Lane north of 25th Avenue, Fountain Lane north of 25th Avenue, 27th Avenue west of Fountain Lane, and 60 feet of Everest Lane east of Fountain Lane; and

WHEREAS, the proposed improvement includes the reconstruction of streets by the installation of bituminous pavement and concrete curb and gutter, storm sewer installation, water main replacement, and all necessary appurtenances; and

WHEREAS, said report is being received by the Council on March 8, 2016; and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA THAT:

1. The Council will consider the improvement of such streets in accordance with the report and the assessment of abutting and adjacent property within the designated Ponderosa Street Reconstruction Project, City Project No. 16008 for all or a portion of the cost of the improvement pursuant to Minnesota Statutes 429.011 to 429.111 (Laws 1953, Chapter 398, as amended) at an estimated total cost of the improvement of \$1,248,981.65.
2. A public hearing shall be held on such proposed improvement on the 26th day of April, 2016, in the Council Chambers of the Plymouth City Center at 3400 Plymouth Boulevard at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.
3. The Plymouth Engineering Department is designated as engineer for the improvement. They shall prepare plans and specifications for the making of such improvement.

APPROVED by the City Council on this 8th day of March, 2016.

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION APPROVING PLANS AND SPECIFICATIONS, AND ORDERING ADVERTISEMENT FOR BIDS FOR THE PONDEROSA STREET RECONSTRUCTION PROJECT (16008)

WHEREAS, pursuant to a resolution passed by the Council on March 8, 2016, the City Engineer has prepared plans and specifications for improvement No. 16008, the improvement of the Garland Lane north of 25th Avenue, Fountain Lane north of 25th Avenue, 27th Avenue west of Fountain Lane, and 60 feet of Everest Lane east of Fountain Lane by reconstruction of streets with the installation of bituminous pavement, concrete curb and gutter installation, storm sewer installation, water main installation, and all necessary appurtenances, and has presented such plans and specifications to the Council for approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA THAT:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in the Minneapolis Builders Exchange an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published three times, shall specify the work to be done, shall state that bids will be received by the City Clerk until 10:00 a.m. on April 7, 2016 at which time they will be publicly opened in the City Council Chambers of the Plymouth City Center building at 3400 Plymouth Boulevard, Plymouth, Minnesota, by the engineer and City Clerk, will then be tabulated, and will be considered by the council at 7 p.m. on April 26, 2016, in the council chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Clerk for five percent of the amount of such bid.

APPROVED by the City Council on this 8th day of March, 2016.

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR THE PONDEROSA STREET RECONSTRUCTION PROJECT (16008)

WHEREAS, estimated costs have been calculated for the Ponderosa Street Reconstruction Project, City Project No 16008 including Garland Lane north of 25th Avenue, Fountain Lane north of 25th Avenue, 27th Avenue west of Fountain Lane, and 60 feet of Everest Lane east of Fountain Lane, and the estimated cost for such improvement is \$1,086,071.00, and the expenses incurred or to be incurred in the making of such improvement amount to \$162,910.65 so that the total cost of the improvement will be \$1,248,981.65.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA THAT:

1. The portion of the cost of such improvement to be paid by the City of Plymouth is hereby declared to be \$871,253.34 and the portion of the cost to be assessed against benefited property owners is declared to be \$377,728.31.
2. Assessments shall be payable in equal annual installments extending over a period of either 5 years, 10 years, or 15 years, the first of the installments to be payable on or before the first Monday in January, 2017, and shall bear the interest rate of 2.89% percent for a 5 year term, 3.52% for a 10 year term, or 3.85% for a 15 year term per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by the law, and shall file a copy of such proposed assessment in the office for public inspection.
4. The Clerk shall upon completion of such proposed assessment notify the City Council thereof.

APPROVED by the City Council on this 8th day of March, 2016.

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION CALLING FOR HEARING ON PROPOSED ASSESSMENT FOR THE PONDEROSA STREET RECONSTRUCTION PROJECT (16008)

WHEREAS, by a resolution passed by the Council on March 8, 2016, the City Clerk was directed to prepare a proposed assessment of the cost for the improvement including Garland Lane north of 25th Avenue, Fountain Lane north of 25th Avenue, 27th Avenue west of Fountain Lane, and 60 feet of Everest Lane east of Fountain Lane by reconstruction of streets with the installation of bituminous pavement, concrete curb and gutter installation, storm sewer installation, water main installation, and all necessary appurtenances; and

WHEREAS, the Clerk has notified the Council that such proposed assessment has been completed and filed in the office of the City Clerk for public inspection.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA THAT:

1. A hearing shall be held on the 26th day of April, 2016, in the City Council Chambers of the Plymouth City Center, 3400 Plymouth Boulevard, Plymouth, Minnesota at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing and shall state in the notice the total cost of the improvement. The Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

APPROVED by the City Council on this 8th day of March, 2016.

Fountain/Garland Loop Homeowners Petition to the Mayor and City Council of Plymouth, MN

We the homeowners impacted by the City of Plymouth's proposed Project No. 16008 respectfully request that the Mayor and City Council review and amend the City's Public Improvement Special Assessment Policy to adopt the following assessment policy: "The assessment amount is based on the following: 1) Benefitted properties shall be assessed 40% of the actual project cost. For edge mill and overlay projects, the minimum assessed amount shall be 1,000 per unit. In no case shall the total assessed amount exceed the actual project cost. In the event a street is proposed for reconstruction in order to facilitate underground public utility upgrades or replacement, and if the street meets the criteria for an edge mill and overlay, benefitted properties shall be assessed \$1,000."

Name	Address	Date
<i>[Signature]</i>	2825 Garland Lane N	1/30/2016
Stanley W. Hamilton	2825 Garland Lane, Plymouth MN	1/30/2016
Todd M. Kneebush	2735 Garland Lane N, Plymouth	1/30/2016
Debi Kneebush	2735 Garland Lane N Plymouth	1/30/2016
<i>[Signature]</i>	2725 Garland Lane N Plymouth	1/30/16
<i>[Signature]</i>	2715 Garland Lane N Plymouth	1/30/16
<i>[Signature]</i>	2715 Garland Ln No, Plymouth	1/30/16
<i>[Signature]</i>	2720 Garland Ln N, Plymouth	1/30/16
<i>[Signature]</i>	2620 Garland Ln N, Plymouth	1/31/16
Elizabeth Bernier	2620 Garland Ln. No. Plymouth	01/31/16
Dave Klinsing	2605 Garland Lane Plymouth	1/31/16
Cindy Klinsing	2605 Garland Lane Plym.	1/31/16
Devoy Beckner	2555 Garland Ln. N. Plym	1/31/16
Ann Beckner	2555 Garland Ln. N. Plym.	1-31-16
James Franke	2610 Garland Ln N. Plym	1-31-16
Vern Peasha	2615 Garland Ln N Plymouth	1-31-16
MAE LANCE	2815 GARLAND LN no plymouth	1/30/16

Name	Address	Date
HAL LANCE	2815 GARLAND LN. NO PLYMOUTH	1/30/16

Mary Jo Stastny	2805 Garland Ln. N.	1/31/16
John	2805 Garland Ln N	1/31/16
Cory Frana	2745 Garland Ln N.	1/31/2016
Emity Maxson	2705 Garland Ln N.	1/31/16
John	210 Garland Ln. N.	1/31/16
ED TERHAAR	2755 FOUNTAIN LN N	1/31/16
J. Bowden	2740 Fountain Lane	1/31/16
Ng Rndni	2740 Fountain Lane N	1/31/16
DAVE CORNELL	2800 FOUNTAIN LN	1/31/16
Cheryl	2800 Fountain Ln N.	1/31/16
Sam Preller	2805 FOUNTAIN LN N	1/31/16
Elaine Ruder	2730 Garland Ln.	2/20/16
Arthur Ruder	2730 GARLAND LN	2-20-16

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Jim Renneberg, City Engineer

Reviewed by: Doran Cote, Public Works Director

Item: **Approve Plans and Specifications and Order Advertisement
for Bids for the Phase 2 Flashing Yellow Arrow Signal Project
(15008)**

1. ACTION REQUESTED:

Adopt the attached resolution approving the final plans and specifications and ordering advertisement of bids for the above referenced project.

2. BACKGROUND:

Installation of Flashing Yellow Arrows (FYA) is a three year project that began in 2015 and the 2016-2020 Capital Improvement Program (CIP) includes construction in 2016 and 2017.

On June 23, 2015, the City Council received the flashing yellow arrow indication implementation plan. The 2015 phase included 21 intersections for construction. Prior to preparing plans and specifications for the project, staff contacted Hennepin County to see if they could perform any of the work. Due to their current workload, they could not commit to any work in 2015 but they advised staff they may be available in future years to perform some of the work. With that information, plans and specifications were prepared and bid for the 2015 intersections.

Staff received one bid on the project at a cost of \$786,447, which was approximately \$110,000 higher than the engineers estimate. Due to the lack of other bids and the high bid, staff contacted Hennepin County to determine their availability for performing any of the work. They informed staff that they could commit to providing the labor on the County owned signals if the City purchased the materials. Of the 21 intersections that were planned for construction in 2015, 17 of those are owned by the County with the City owning the remaining four. Work for these signals has been ongoing by the County and as of February 26, 2016 seven signals have been made FYA operational.

The four City signals that were planned in the 2015 phase were unable to be completed last year since it was late in the construction season. Subsequently, staff recommended waiting until the spring of 2016 to bid these signals. Also included with this bid package will be two City owned signals included in the 2016 phase as the County is planning to install the remaining 15 FYA at their signals later this year. The locations of the six signals included in the bid package are Vicksburg Lane at 35th and 36th Avenues, Peony Lane at Schmidt Lake Road and Old Rockford Road, Gleason Lake Drive at Carlson Parkway and Nathan Lane at the Hwy 169 Service Drive, just north of Rockford Road.

3. BUDGET IMPACT:

This three year project is included in the Capital Improvement Program at an estimated cost of \$1,692,665, with \$692,665 funded in 2015, and \$500,000 in 2016 and 2017 respectively. The total cost to date for the project, which includes engineering and materials cost for the County installed signals, is approximately \$260,000. The estimated total project cost for phase two is \$320,000, which includes 5% for engineering, administration and engineering. The below table shows the budgeted amount compared to the projected costs for the three year project.

	2015	2016	2017	Total
Budget	\$ 692,665	\$ 500,000	\$ 500,000	\$ 1,692,665
Revised*	\$ 260,000	\$ 757,000	\$ 468,000	\$ 1,485,000
	\$			
Variance	(432,665)	\$ 257,000	\$ (32,000)	\$ (207,665)

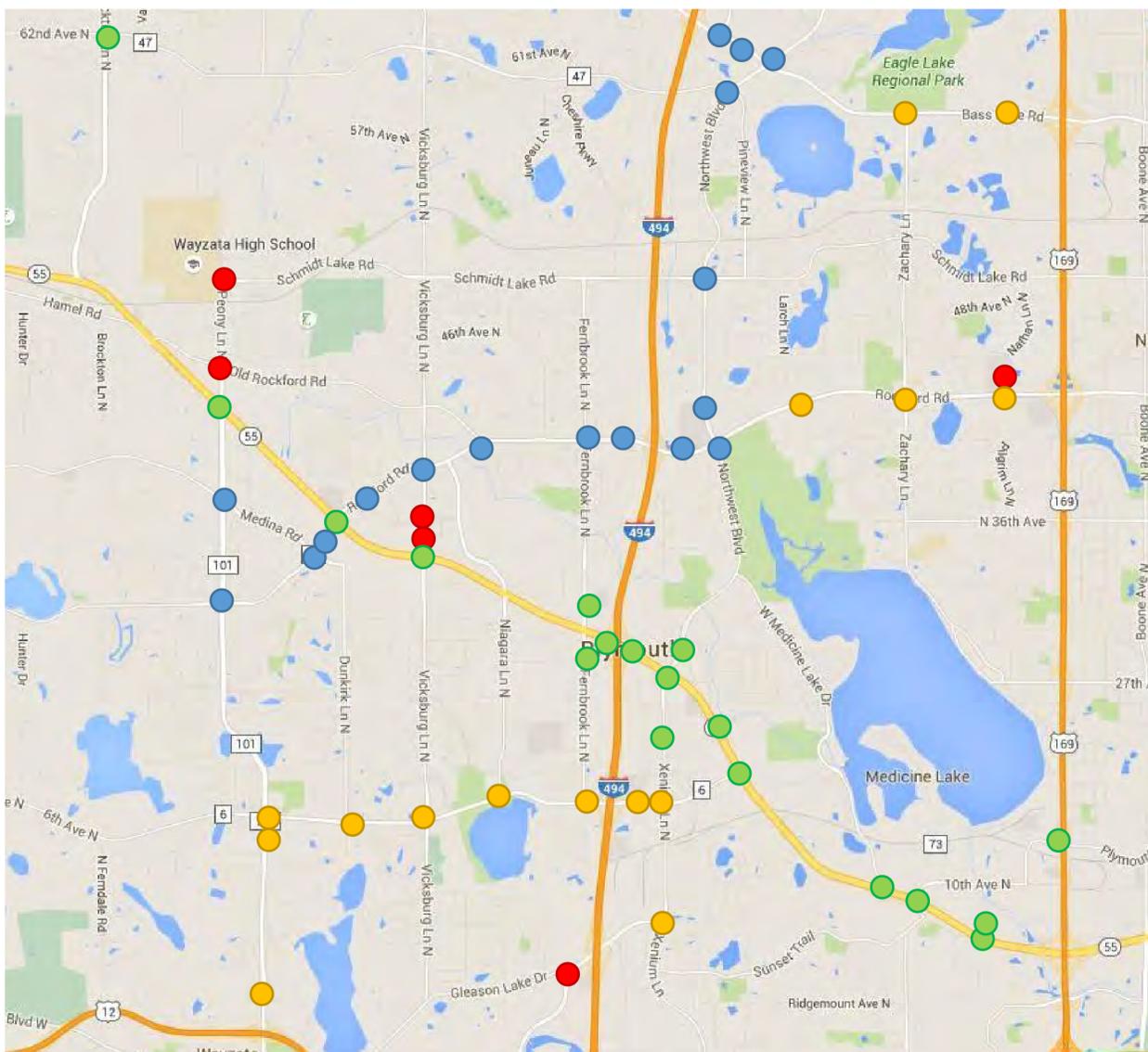
*Note revised figures in 2016 and 2017 are estimates.

Funding for this project will be from the Street Reconstruction Fund (General Fund Reserves) for \$692,665 and Construction Improvement Fund (CON 413) for \$1,000,000 as approved by the City Council in 2014.

4. ATTACHMENTS:

Phasing Plan Map
Resolution

FYA Installation Phasing Plan



Legend	
●	County installing in early 2016, 17 total
●	City signals bid in 2016, 6 total
●	County to install later in 2016, 15 total
●	2017 Phase, 18 total

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION TO APPROVE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE PHASE 2 FLASHING YELLOW ARROW SIGNAL PROJECT (15008)

WHEREAS, plans and specifications have been prepared by the SRF Consulting Group, for the Phase 2 Flashing Yellow Arrow Signal Project in the City of Plymouth, City Project 15008, and said plans and specifications have been presented to the Council for approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA:

1. Such plans and specifications, copies of which are on file in the City Engineer's office and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper and in Minneapolis Builders Exchange an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published twice, shall specify the work to be done, shall state that bids will be received by the City Clerk until 10:00 a.m. on March 31, 2016, at which time they will be publicly opened in the City Council Chambers of the Plymouth City Center building at 3400 Plymouth Boulevard, Plymouth, Minnesota, by the Engineer and City Clerk, will then be tabulated, and will be considered by the council at 7:00 p.m. on April 12, 2016, in the City Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the City Council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City Clerk for five percent of the amount of such bid.

APPROVED by the City Council on this 8th day of March, 2016.

**REGULAR
COUNCIL MEETING**

March 8, 2016

**Review Deadline:
April 19, 2016**

To: Dave Callister, City Manager

Prepared by: Marie Darling, Senior Planner

Reviewed by: Barbara Thomson, Planning Manager and Steve Juetten,
Community Development Director

Item: **Approve Rezoning and Preliminary Plat for "The Preserve at Meadow Ridge" for Property located at 18035 County Road 47 (Quest Development, Inc. - 2015113)**

1. ACTION REQUESTED:

Adopt attached ordinance and resolutions approving a rezoning and preliminary plat for Quest Development, Inc. for "The Preserve at Meadow Ridge," as recommended by the Planning Commission.

Approval requires a 4/7 vote of the City Council.

2. BACKGROUND:

On February 17, 2016, the Planning Commission conducted the public hearing on this matter and subsequently voted unanimously to recommend approval of the request. The applicant's representative was present and spoke in support of the proposal. No one from the public requested to speak regarding the application. One issue brought up by the commission is summarized below. A copy of the Planning Commission meeting minutes and report is attached. Notice of the Planning Commission's public hearing was published in the city's official newspaper and two mailed notices were sent to all property owners within 750 feet of the site, one upon receipt of a complete application and the other 10 days prior to the public hearing. Development signage remains on the site.

Tree Preservation

Commissioner Witt noted that the majority of the mature hardwood trees are located on the east side of the site and appear to be removed to accommodate the required infrastructure, but asked if other designs could improve tree preservation. The applicant responded that originally they accessed the development from County Road 47 with the cul-de-sac installed on the west side of the site, saving some additional trees. However, city and county staff directed them connect the local street to Troy Lane (a local street), instead of County Road 47 (a minor arterial), which increased the number of trees removed.

Staff notes that the engineer's memo will include direction to realign the sewer and water lines, which may save one or two additional oaks located near the proposed right-of-way line.

3. BUDGET IMPACT:

Not applicable.

4. ATTACHMENTS:

Planning Commission Minutes

Planning Commission Report with Attachments

Ordinance

Resolutions

6. PUBLIC HEARINGS

A. QUEST DEVELOPMENT, INC. (2015113)

Chair Davis introduced the request by Quest Development, Inc. for a rezoning and preliminary plat for "The Preserve at Meadow Ridge" for property located at 18035 County Road 47.

Senior Planner Darling gave an overview of the staff report.

Commissioner Anderson referenced trails and asked how residents would be able to walk to the new elementary school. He identified a future trail easement on the plan and asked if that easement would be done in the future or whether the easement would be recorded with the plat and the trail to occur in the future.

Senior Planner Darling replied that the easement would be acquired and recorded with this plat for a future trail. She stated that staff would not be requiring the applicant to build the trail at this point, as there is nothing to connect to. She explained that the trail would be constructed in conjunction with the reconstruction of County Road 47.

Chair Davis introduced Blaine Waters, representing the applicant, who stated that he is present to answer any questions.

Chair Davis opened the public hearing and closed the public hearing, as there was no one present to speak on the item.

Commissioner Witt referenced the trees on the site and stated that it seems the oldest hardwood trees are being removed. She noted that 59 percent of the trees are proposed for removal and asked if the developer could remove some of the younger scrub type trees rather than the older hardwoods.

Mr. Waters stated that the alignment presented is a result of multiple factors. He noted that initially the desire was to provide access from County Road 47, but the County did not prefer that option. He stated that there would be a benefit to the overall development to maintain the highest level of mature hardwood trees but noted that they attempted to find the highest and most efficient use of the site and layout. He stated that the mature hardwood trees provide a great buffer and they will attempt to maintain as many as possible.

Commissioner Witt asked the market range for the homes.

Mr. Waters estimated the homes would range from the high \$600,000s to mid \$800,000s. He stated that it is difficult to create a small-scale development with lower lot prices, as the infrastructure still needs to be supported in the cost. He noted that it is easier to create lower lot prices with a larger development. He stated that this smaller development would provide a nice alternative to those not wishing to live in a large development.

Commissioner Witt stated that she is concerned with placing this type of development near an elementary school, as younger families cannot afford this level of home. She stated that she is going to start asking developers to think about bringing in younger families as well.

MOTION by Commissioner Saba, seconded by Commissioner Witt, to recommend approval of the request by Quest Development, Inc. for a rezoning and preliminary plat for "The Preserve at Meadow Ridge" for property located at 18035 County Road 47. **Vote. 7 Ayes. MOTION** approved.

PLYMOUTH COMMUNITY
DEVELOPMENT DEPARTMENT
PLANNING AND ZONING
STAFF REPORT

TO: Plymouth Planning Commission
FROM: Marie Darling Sr. Planner (509-5457) through Barbara Thomson, ^{PM}
Planning Manager
MEETING DATE: February 17, 2016

APPLICANT: Quest Development, Inc.
PROPOSAL: Rezoning to RSF-3 (single-family detached 3)
Preliminary plat for "The Preserve at Meadow Ridge"
LOCATION: 18035 County Road 47
SCHOOL DISTRICT: Wayzata School District (ISD 284)
GUIDING: LA-R2 (living area rural 2)
CURRENT ZONING: FRD (future restricted development)
REVIEW DEADLINE: April 19, 2016

DESCRIPTION OF REQUEST:

The applicant is requesting approval of the following:

- a rezoning of the approximately 5.6-acre site from FRD (future restricted development) to RSF-3 (single-family detached 3)
- a preliminary plat for "The Preserve at Meadow Ridge" to establish 13 single-family lots

Under the plan the existing home and accessory buildings would be removed.

Notice of the public hearing was published in the city's official newspaper. Because the proposal includes a rezoning, two notices were mailed to all property owners within 750 feet of the site. One notice was sent upon city receipt of the application, and the other notice was sent 12 days prior to the public hearing. A copy of the notification area map is attached. Development signage has also been posted on the property.

CONTEXT:

Surrounding Land Uses

	Adjacent Land Use	Guiding	Zoning
North	Vacant Parcel owned by the City of Plymouth Single family homes on large lots (Across CR 47)	LA-R2 LA-2	FRD FRD
East	New elementary school (under construction)	LA-R2	RSF-3
South	Wetland (on elementary school property)	LA-R2	RSF-3
West	Single family homes on large lots	LA-R2	FRD

Natural Characteristics of Site

This site is located in the Elm Creek watershed district. A medium-quality wetland basin lies on the west side of the property, and a portion of the southwest corner of the site is within the 100-year floodplain. No portion of the site is within a shoreland overlay district. The site has mature trees and is subject to tree preservation regulations.

Previous Actions Affecting Site

In 1983, the City Council approved a lot division and variance to subdivide this property from the property to the south, thereby creating the subject property. City records indicate the existing home was constructed in 1882.

LEVEL OF CITY DISCRETION IN DECISION-MAKING:

The city has a relatively high level of discretion in approving or denying a rezoning application. This is because the rezoning of land is a “quasi-legislative” action (enactment of policy). The zoning ordinance and map are the enforcement tools used to implement the goals and standards set by the comprehensive plan. The proposed zoning for a property must be consistent with the comprehensive plan.

The city’s discretion in approving or denying a preliminary plat is limited to whether or not the proposed plat meets the standards outlined in the subdivision regulations and zoning ordinance. This is because preliminary plat review is a “quasi-judicial” action (enforcement of established policy). If a preliminary plat application meets the standards, the city must approve the preliminary plat.

ANALYSIS OF REQUEST:

REZONING

The applicant is requesting to rezone the site from FRD to RSF-3 to accommodate a new single-family development. The FRD zoning district serves as a “holding zone” until a landowner or

developer makes an application for development. At that time, the property is to be rezoned in accordance with its land use guiding designation in the comprehensive plan.

Comprehensive Plan

Chapter 462.357, subd. 2 of state statute requires that the zoning map for each city be consistent with its adopted land use guide plan. The subject site is guided LA-R2 (living area rural 2) on the city's land use guide plan. A copy of the LA-R2 section of the comprehensive plan is attached.

Land Use: The comprehensive plan includes single-family detached dwellings as an appropriate land use and the RSF-3 district is listed as an appropriate corresponding zoning district for property that is guided LA-R2. Consequently, the requested RSF-3 zoning is consistent with the LA-R2 guiding of the site.

Density: The LA-R2 guiding designation specifies a minimum density goal of two dwelling units per acre and a maximum density of four dwelling units per acre. Density is based on net acreage excluding ponds, wetlands and related buffers, floodplain and land dedicated for arterial roadways. This method of calculating density is consistent with the procedures established by the Metropolitan Council.

Based on the net acreage, seven to 15 dwelling units could be accommodated in accordance with the density guidelines identified in the comprehensive plan. The proposal for this site includes 13 dwelling units (3.56 units per acre) which is consistent with the comprehensive plan.

Staff supports the requested rezoning from FRD to RSF-3, with the following findings:

1. The RSF-3 zoning and proposed density would be consistent with the LA-R2 guiding, pursuant to the comprehensive plan.
2. The proposed single-family development would be consistent with the comprehensive plan and would comply with city standards.
3. Adequate infrastructure would be available to support the proposed development for this site.

PRELIMINARY PLAT

The applicant proposes to subdivide the property into 13 lots for single-family homes in one phase. Access to the future homes would be from a new local street that would connect to Troy Lane. Storm water run-off would be directed to two ponds to treat run-off and provide rate/volume control prior to discharge into the wetland to the south. Sewer and water are proposed to be extended from the east.

Lot Arrangement

All the proposed single-family lots would meet or exceed the minimum lot requirements in the RSF-3 zoning district as shown in the following table.

	Required	Minimum	Average
Lot Area (square feet)	7,000	7,800	13,628
Lot Width (lineal feet)	65	65	99

Tree Preservation/Landscaping

This development is subject to the city's tree preservation regulations. The regulations require preservation of at least 50 percent of the caliper inches of significant trees for residential development sites, or reforestation and/or monetary restitution for any removal in excess of that threshold. A significant tree is defined as one being eight inches or larger in diameter for deciduous trees, and four inches or larger in diameter for coniferous trees.

The applicant has inventoried 1,454 significant tree inches on the site and proposed to remove 730 tree inches (about 59 percent). As a result, the applicant would need to plant 141 inches as restitution. The applicant's plan indicates 65 tree inches. Consequently, staff has included a condition in the attached resolution that requires the applicant to provide a conforming landscaping plan.

Wetland Mitigation/Buffers

The alignment of the new local street to Troy Lane would necessitate filling about 1,300 square feet of wetland. A separate wetland mitigation plan is required and would be reviewed by the City Council as a separate application.

The wetland is a medium-quality wetland, and the city requires an average 30-foot buffer. The proposed buffer complies with the requirement.

Park Dedication

The comprehensive plan does not identify the need for parkland on the subject site. As a result, the applicant would not be required to dedicate park land to the city in conjunction with this development. The applicant would, however, be required to pay an equivalent cash fee in lieu of land dedication at the time of final platting. The attached resolution addresses this matter.

Sidewalks/Trails

The applicant proposes to install a concrete sidewalk along one side of the new public street in compliance with the subdivision regulations.

A future city trail would be constructed along the south side of County Road 47 and either a trail or sidewalk would be constructed along Troy Lane. Staff included a condition in the attached resolution requiring that the applicant provide a ten-foot easement adjacent to the right-of-way for

County Road 47. The right-of-way dedicated for Troy Lane is adequate to accommodate both a future street upgraded to city standards and an adjacent sidewalk or trail.

Conclusion on the Preliminary Plat

Staff finds the proposed plat would be consistent with the comprehensive plan, and would comply with the standards outlined in the subdivision regulations and zoning ordinance.

RECOMMENDATION:

Community development department staff recommends approval of the following items for The Preserve at Meadow Ridge:

- a) an ordinance approving the rezoning of the site from FRD to RSF-3;
 - b) a resolution approving the findings of fact supporting the rezoning; and,
 - c) a resolution approving the preliminary plat.
-

ATTACHMENTS:

- 1. Draft Ordinance Approving Rezoning
- 2. Draft Resolution Approving Findings of Fact for Rezoning
- 3. Draft Resolution Approving Preliminary Plat
- 4. Applicant's Narrative
- 5. LA-R2 Excerpt (Comprehensive Plan)
- 6. Location Map
- 7. Aerial Photo
- 8. Notification Area Map
- 9. Site Graphics

2015113



February 4, 2016

Marie Darling, AICP
Senior Planner
City of Plymouth

FEB - 4 2016

RE: Preliminary Submittal for THE PRESERVE AT MEADOW RIDGE development

Dear Marie:

On behalf of the Applicant/Developer, Mr. Jim Waters, Quest Development, Inc., Loucks is submitting the attached Preliminary Plat documents for THE PRESERVE AT MEADOW RIDGE, a new single family residential subdivision. We offer the following comments regarding this submittal:

Preliminary Plat: The proposed Preliminary Plat for The Preserve at Meadow Ridge includes a total of 13 lots. The plat includes the extension of 59th Avenue from Troy Lane through the subdivision. 59th Avenue ends with a cul-de-sac since a connection to CR 47 is discouraged by the County Highway Dept.

Rezoning: The applicant is requesting rezoning to the Residential Single Family – 3 (RSF-3). The applicant is proposing a minimum lot width of 65 feet with an average lot width of 95 feet for the development.

All of the lots, with the exception of lot 1, block 1 back up to drainage or stormwater control elements creating walkout lots for maximum value and aesthetics. The proposed rezoning is consistent with the land use plan and is compatible with the zoning of abutting residential properties.

Proposed streets: The proposed street rights of way will be the City standard 50' with a 28' roadway (measured from back of curb) with surmountable concrete curb & gutter.

Pedestrian Connections:

A five foot wide sidewalk is proposed on the south side of 59th Ave. This sidewalk will connect to a future path along CR 47. The plat shows a future 10 foot wide easement for the future path along property line of CR 47. The future path will extend to the east and connect to the new school currently under construction. This will provide a nice pedestrian connection to the schools play grounds and play fields.

Stormwater Management:

The Preserve at Meadow Ridge development has been design to efficiently and sensitively handle stormwater management concerns. Both NURP standards and filtration basins are used to address the runoff from the site. The overall effect is to meet pre-development runoff rates for both rate and volumes while protecting adjoining parcels from negative drainage concerns. The requirements of the Elm Creek Watershed District area also included in the design.

Wetlands:

The site is surrounded by wetlands along the south and west sides. The wetlands have been delineated and are shown on the plat. Wetland impact is required for the street connection to Troy Lane. The required street connection to Troy Lane precludes the avoidance of wetland impacts. Wetland mitigation is proposed through banking credits.

Wetland buffers are shown on the plan and will be monumented as required by the City and the Watershed. The proposed wetland buffer area matches the existing buffer area with an average 30 feet in width.

Tree Preservation:

A significant amount of grading is necessary to construct lots and streets and many trees near the existing residence will be removed for development purposes. We have worked hard to save trees where possible. There is a nice stand of pine trees on the western perimeter that will remain.

The tree preservation plan includes tables of the trees that are within the property lines. There are existing trees outside the property lines that we left on the plan for context. There are 110 existing trees on site and 57 of them are planned to be removed. We are removing 53.5% of the total caliper inches on site, thus mitigation is required. The tree removals exceed the 50% allowed by 46 caliper inches. Multiplying these 46 caliper inches by the replacement factor of 1.25 equals a total of 58 caliper inches of replacement trees. City ordinance states that replacement trees may count toward the trees required by the City's landscaping regulations.

Phasing:

The development is expected to be built in one phase.

We look forward to your comments on the proposed plans. Please let us know if there is other information you need from us or Quest Development.

Sincerely
Loucks



Todd McLouth, PE
Project Engineer

CC: Jim Waters, Quest Development

C LIVING AREA RURAL 2 (LA-R2)

Living Area Rural 2 (LA-R2) identifies areas for single and two-family homes and townhomes, and directly related complementary uses such as churches, schools and recreational facilities.

To preserve natural resources, the City will allow clustering in areas that are guided LA-R2.

Guidelines and Criteria

Minimum Density: 2 units per acre
Maximum Density: 4 units per acre

City Utilities: Required for all areas

Corresponding Zoning Districts: RSF-1 (Single Family Detached 1)
RSF-2 (Single Family Detached 2)
RSF-3 (Single Family Detached 3)
RSF-4 (Single and Two Family)
RMF-1 (Multiple Family 1)
PUD for cluster developments

Types of Development:

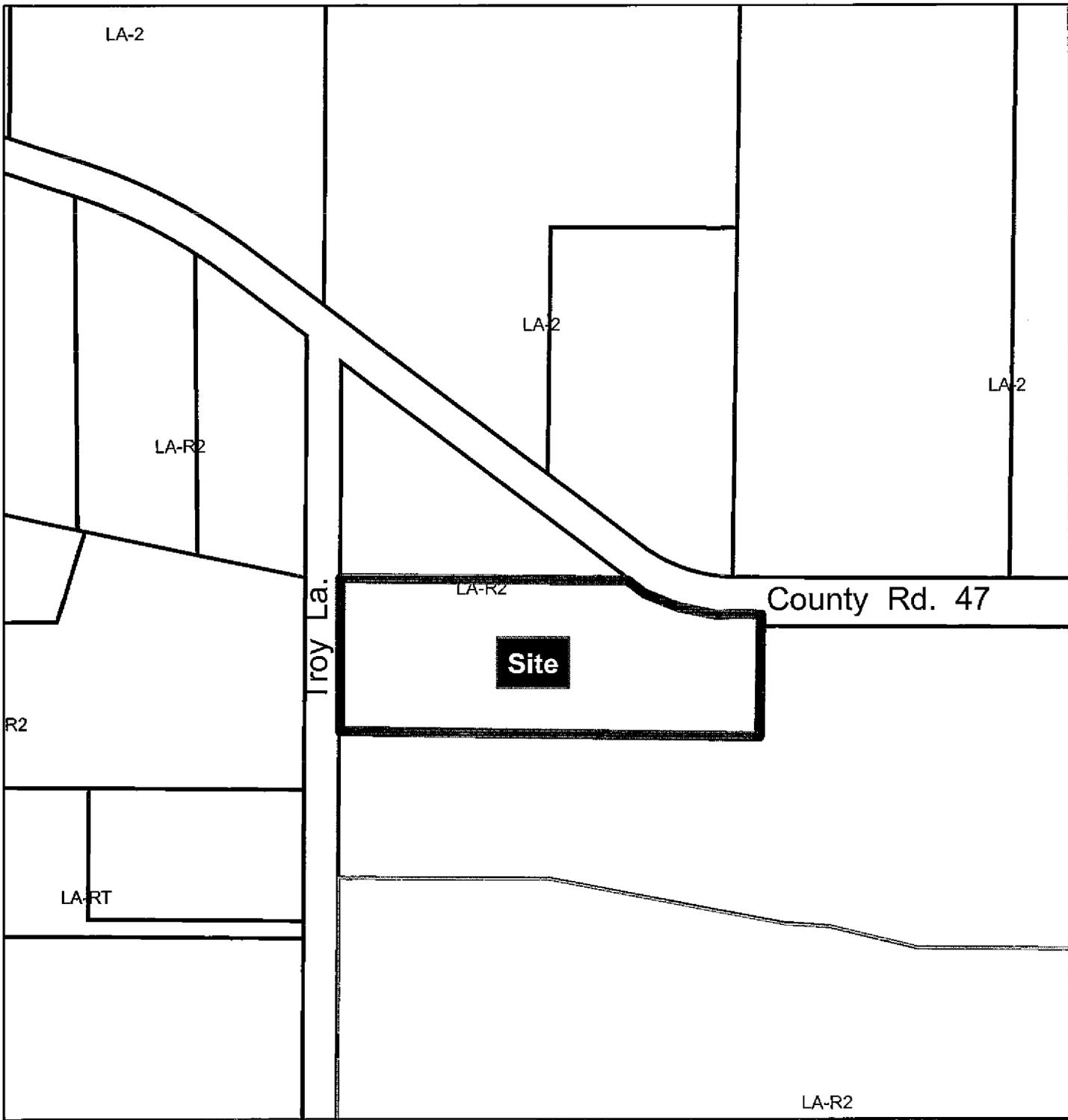
- Single family detached dwellings
- Two-family dwellings
- Townhomes
- Churches, schools and private recreational facilities

Development Location Criteria:

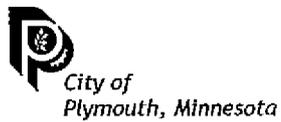
- Areas with access to local streets
- Adjacent to land guided LA-RT

Desirable Facilities:

- Neighborhood parks, school parks or mini parks within 1/2 mile walking distance of the neighborhood
- Defined trail system that connects the neighborhood to other services and facilities, including parks, schools, churches and neighborhood shopping areas
- Neighborhood shopping facilities within five minutes driving time from the neighborhood



2015113
Quest Development, Inc.
The Preserve at Meadow Ridge
Rezoning and Preliminary Plat



2015113 -- Aerial Photo



City of
Plymouth, Minnesota



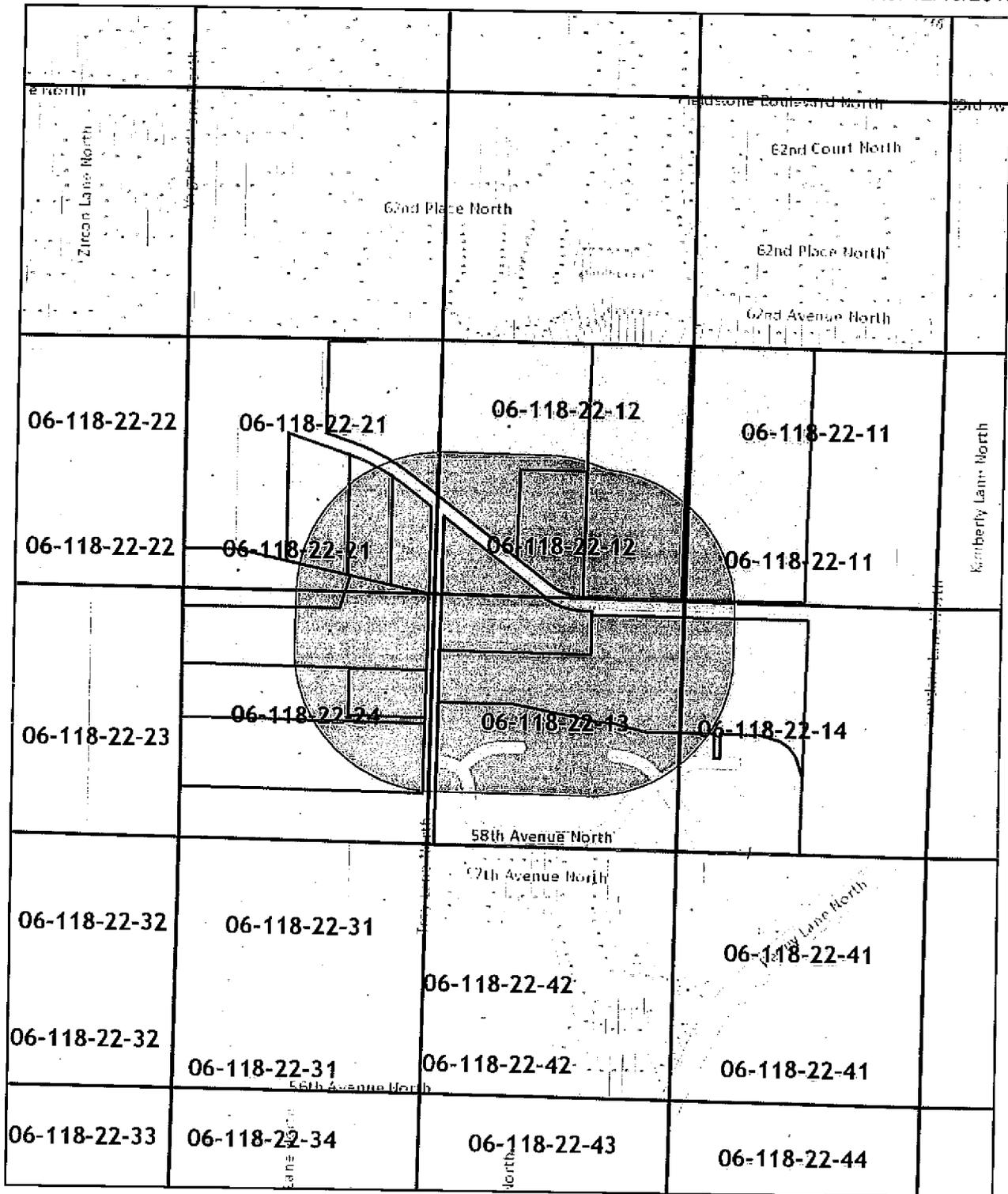


Hennepin County Locate & Notify Map

Provided By: Resident and Real Estate Services Department

Notification Area Map

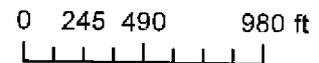
Date: 12/15/2015



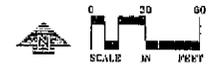
Buffer Size: 750 feet

Map Comments:

18035 COUNTY ROAD 47
PLYMOUTH
MN 55446
0611822130004



For more information contact:
Hennepin County GIS Division
300 6th Street South
Minneapolis, MN 55487
gis.info@hennepin.us



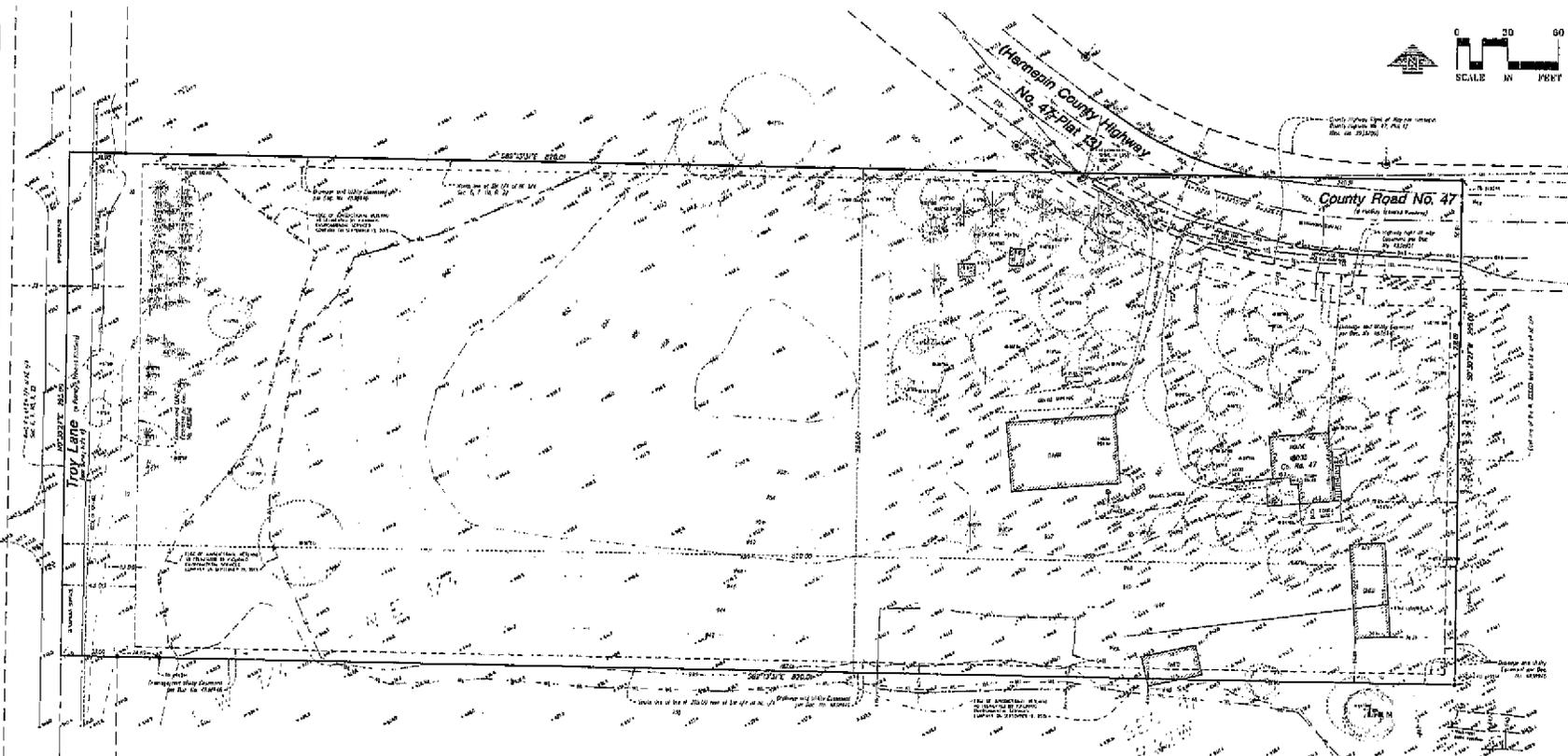
LOUCKS
 PROFESSIONAL
 LANDSCAPE ARCHITECTURE
 1000 West 10th Street, Suite 100
 Des Moines, Iowa 50319
 Phone: 515-281-1111
 Fax: 515-281-1112
 www.loucks.com

PROJECT INFORMATION
 PROJECT NAME: [Illegible]
 PROJECT LOCATION: [Illegible]
 PROJECT NUMBER: [Illegible]

PROFESSIONAL SIGNATURE
 [Illegible Signature]
 20253
QUALITY CONTROL
 Checked By: [Illegible]
 Date: [Illegible]

REVISIONS

NO.	DESCRIPTION
01	ISSUE FOR PERMIT
02	GRADE PLAN
03	TOP
04	TOP
05	TOP
06	TOP
07	TOP
08	TOP
09	TOP
10	TOP
11	TOP
12	TOP
13	TOP
14	TOP
15	TOP



SURVEY LEGEND - EXISTING CONDITIONS

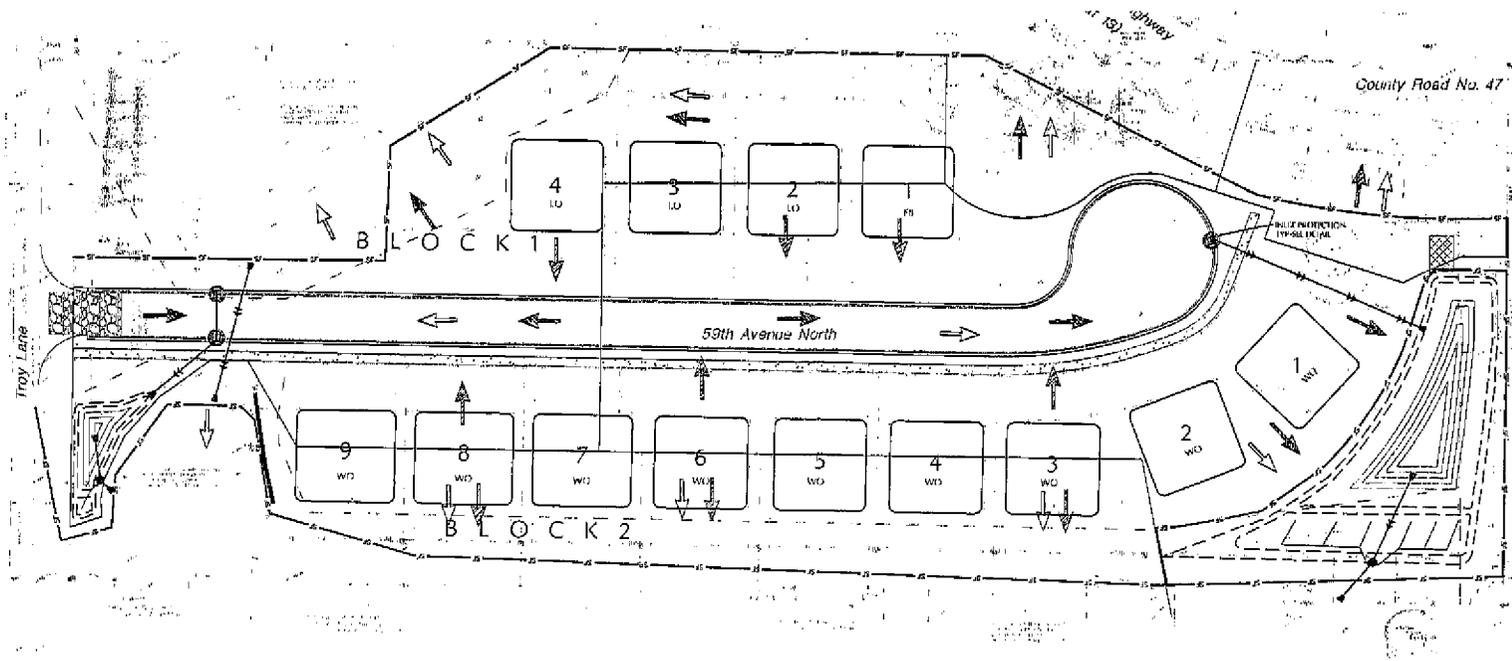
- | | |
|-----------------------|-------------------------|
| ○ CATCH BASIN | — SANITARY SEWER |
| ○ STORM MANHOLE | — SANITARY SEWER |
| ○ SANITARY MANHOLE | — WATER MAIN |
| ○ WATER MANHOLE | — DRY WATER LINE |
| ○ HYDRANT | — UNDERGROUND ELECTRIC |
| □ GATE VALVE | — UNDERGROUND GAS |
| □ TELEPHONE REINFORC. | — UNDERGROUND TELEPHONE |
| ○ POWER POLE | — OVERHEAD UTILITY |
| ○ LIGHT POLE | — CHAIN LINK FENCE |
| — SIGN | — CONCRETE CURB |
| ▲ SPOT ELEVATION | — CONTOUR |



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Gopher State One Call
 IOWA CITY AREA: 515-624-6002
 TOLL FREE: 1-800-322-1100

WARNING:
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR ADVANCE OF ALL EXISTING UTILITIES. THESE UTILITIES SHOULD BE MARKED WITH UTILITY MARKERS IN ACCORDANCE WITH IOWA AND FEDERAL REGULATIONS.
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING Gopher State One Call AT LEAST 48 HOURS IN ADVANCE OF THE START OF ANY EXCAVATION WORK. A WORK STOPPAGE WILL BE IMPOSED IF THE CONTRACTOR DOES NOT CALL Gopher State One Call AT LEAST 48 HOURS IN ADVANCE OF THE START OF ANY EXCAVATION WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING NECESSARY PERMITS AND UTILITIES MARKERS IN ACCORDANCE WITH IOWA AND FEDERAL REGULATIONS.





PERMANENT STORMWATER MANAGEMENT

INfiltration
STORMWATER HARVEST AND REUSE
X FILTRATION
X WET SEDIMENTATION BASIN
REGIONAL FUNDING

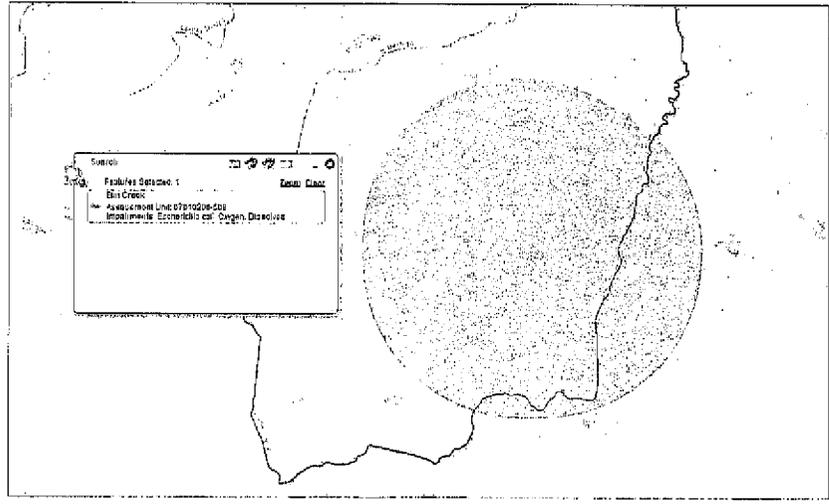
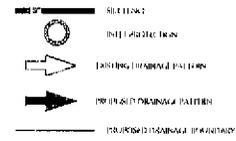
RECEIVING WATERS

NAME OF WATER BODY	TYPE OF WATER BODY	SPECIAL WATER	IMPAIRED WATER	TYPE OF SPECIAL WATER
ELM CREEK	L CREEK	NO	YES	

ESTIMATED QUANTITIES

DESCRIPTION	UNIT	QUANTITY
TEMPORARY BLOCK CONSTRUCTION ENTRANCE	EA	1
SUB FENCE STANDARDS	LF	2140
INLET PROTECTION	EA	1

SITE PLAN LEGEND



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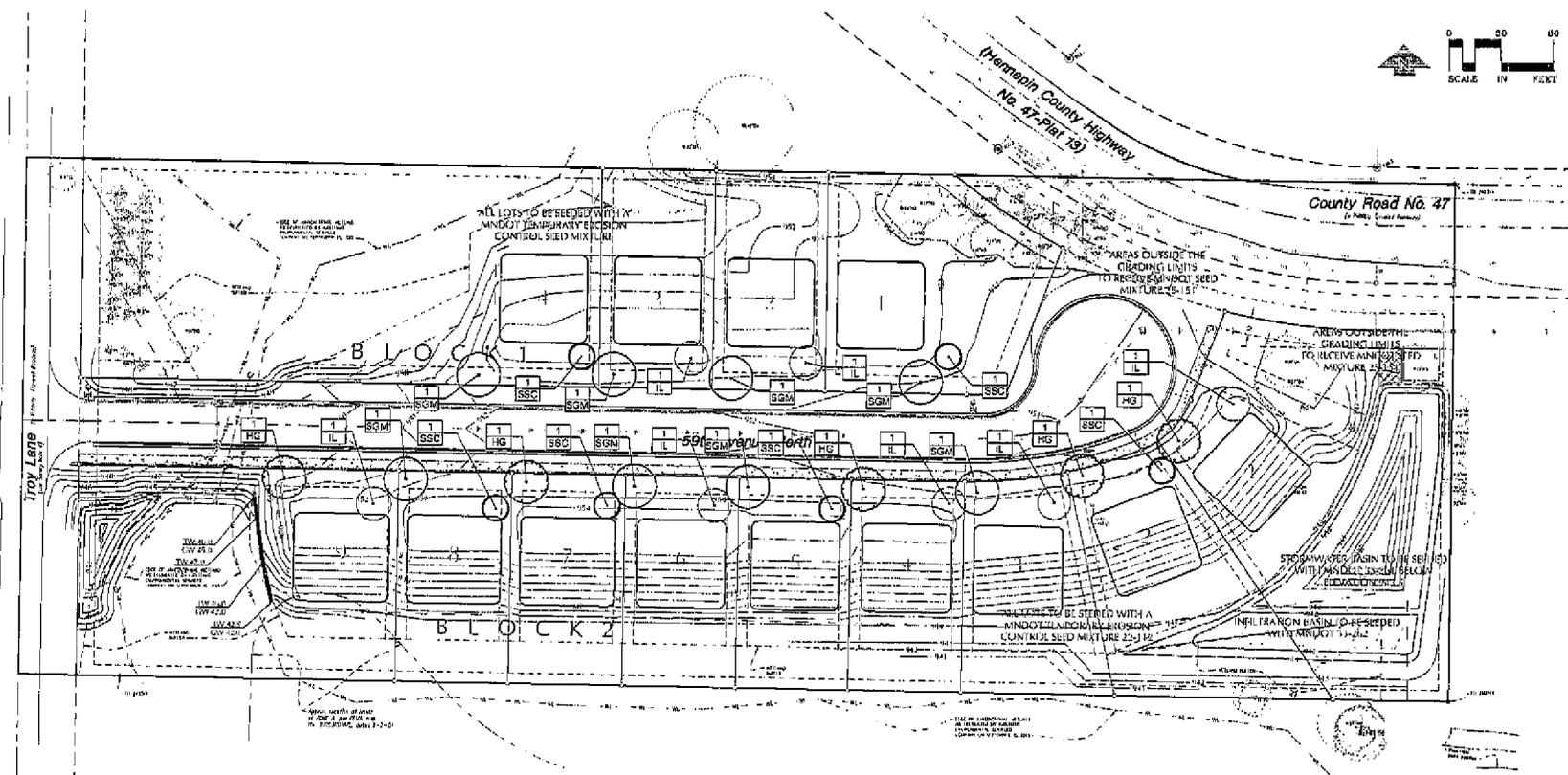
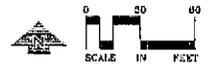
QUALITY CONTROL
 Locks Project No. 15140
 Project Name: 15140
 Drawn By: JMM
 Checked By: JMM
 Scale: 1/8"=1'-0"



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Gopher State One Call
 800.451.4500
 1-800-451-4500

WARNING:
 THE APPLICANT HAS BEEN ADVISED OF THE REQUIREMENTS FOR OBTAINING PERMITS FOR ALL EXISTING UTILITIES. THEY SHOULD CONSULT WITH ALL UTILITY COMPANIES IN ADVANCE OF THE START OF ANY CONSTRUCTION OF THIS PROJECT.
 THE DRAWING IS MADE FOR INFORMATION ONLY AND IS NOT TO BE USED AS A BASIS FOR CONSTRUCTION. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES BEFORE ANY CONSTRUCTION BEGINS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES BEFORE ANY CONSTRUCTION BEGINS.





LOUCKS
 PLANNING
 CONSULTING ENGINEERS
 LANDSCAPE ARCHITECTS
 2910 East 14th Ave., Suite 200
 Wichita, Kansas 67214
 Phone: 316-261-1000
 Fax: 316-261-1001

PROFESSIONAL QUALITY CONTRACT
 1. TO BE SIGNED BY THE CLIENT AND THE CONTRACTOR.
 2. TO BE SIGNED BY THE ARCHITECT AND THE CONTRACTOR.
 3. TO BE SIGNED BY THE ARCHITECT AND THE LANDSCAPE ARCHITECT.

PROFESSIONAL QUALITY CONTRACT
 1. TO BE SIGNED BY THE CLIENT AND THE CONTRACTOR.
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 1. TO BE SIGNED BY THE CLIENT AND THE CONTRACTOR.
 2. TO BE SIGNED BY THE ARCHITECT AND THE CONTRACTOR.
 3. TO BE SIGNED BY THE ARCHITECT AND THE LANDSCAPE ARCHITECT.



GENERAL NOTES

1. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS OF ALL UTILITIES AND STRUCTURES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
 2. VERIFY ALL UTILITY LOCATIONS, DEPTHS, AND SPACING PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
 3. ALL UTILITIES SHALL BE PROTECTED AND DEPTHS SHALL BE MAINTAINED AS SHOWN ON THE PLAN.
 4. ALL UTILITIES SHALL BE PROTECTED AND DEPTHS SHALL BE MAINTAINED AS SHOWN ON THE PLAN.
 5. ALL UTILITIES SHALL BE PROTECTED AND DEPTHS SHALL BE MAINTAINED AS SHOWN ON THE PLAN.

LANDSCAPE REQUIREMENTS

1. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LANDSCAPE PLAN AND THE PLANT SCHEDULE.
 2. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LANDSCAPE PLAN AND THE PLANT SCHEDULE.
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LANDSCAPE INSTALLATION

1. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LANDSCAPE PLAN AND THE PLANT SCHEDULE.
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 5. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LANDSCAPE PLAN AND THE PLANT SCHEDULE.

PLANT SCHEDULE

QUANTITY	SYMBOL	COMMON NAME	SCIENTIFIC NAME	CONT.	CAL.
6	B	BIRCH CREEK MAPLE	Acer macrocarpa 'Spectra Gold'	B & B	2'x2'
2	HG	HONEY SUEDE HYDRANGEA	Hydrangea serrata 'Pink Delicate'	B & B	2'x2'
1	SSC	SPRING BROWN CHERRYBLOSSOM	Malus 'Spring Snow'	B & B	2'x2'
1	L	LAVENDER	Syringa 'Palmer'	B & B	2'x2'



WARNING:
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

**CITY OF PLYMOUTH
HENNEPIN COUNTY, MINNESOTA**

ORDINANCE NO. 2016-_____

**ORDINANCE AMENDING CHAPTER 21 (ZONING ORDINANCE) OF THE CITY CODE TO
CLASSIFY CERTAIN LAND LOCATED AT 18035 COUNTY ROAD 47 (2015113)**

THE CITY OF PLYMOUTH ORDAINS:

Section 1. Amendment of City Code. Chapter 21 of the city code of the City of Plymouth, Minnesota, is hereby amended by changing the classification on the City of Plymouth Zoning Map from FRD (future restricted development) to RSF-3 (single-family 3) for the property described as follows:

The north 295 feet of the west 820 feet of the southwest quarter of the northeast quarter of section 6, township 118 north, range 22 west of the 5th principal meridian, Hennepin County, Minnesota.

Section 2. Effective Date. This amendment shall take effect immediately upon its passage.

Adopted by the Plymouth City Council this 8th day of March, 2016.

Kelli Slavik, Mayor

ATTEST:

Sandra R. Engdahl, City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016-_____

RESOLUTION APPROVING FINDINGS OF FACT FOR THE REZONING OF LAND LOCATED AT 18035 COUNTY ROAD 47 (2015113)

WHEREAS, Quest Development, Inc., has requested reclassification of the zoning from FRD (future restricted development) to RSF-3 (single family 3) for the roughly 5.6-acre site, presently legally described as:

The north 295 feet of the west 820 feet of the southwest quarter of the northeast quarter of section 6, township 118 north, range 22 west of the 5th principal meridian, Hennepin County, Minnesota; and,

WHEREAS, the Planning Commission has reviewed said request at a duly called public hearing and recommends approval; and

WHEREAS, the City Council has adopted an ordinance rezoning the affected parcels from FRD to RSF-3.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request for reclassification of the zoning from FRD to RSF-3 for the roughly 5.6-acre site located at 18035 County Road 47, based on the following findings:

1. The RSF-3 zoning and proposed density would be consistent with the LA-R2 guiding, pursuant to the comprehensive plan.
2. The proposed single-family development would be consistent with the comprehensive plan and would comply with city standards.
3. Adequate infrastructure would be available to support the proposed development for this site.

APPROVED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____, _____.

City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016-

RESOLUTION APPROVING A PRELIMINARY PLAT FOR “THE PRESERVE AT MEADOW RIDGE” FOR PROPERTY LOCATED AT 18035 COUNTY ROAD 47 (2015113)

WHEREAS, Quest Development, Inc., has requested approval of a preliminary plat for the roughly 5.6-acre parcel presently legally described as:

The north 295 feet of the west 820 feet of the southwest quarter of the northeast quarter of section 6, township 118 north, range 22 west of the 5th principal meridian, Hennepin County, Minnesota; and

WHEREAS, the Planning Commission has reviewed said request for a preliminary plat at a duly called public hearing and recommends approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Quest Development, Inc. for a preliminary plat for “The Preserve at Meadow Ridge”, subject to the following conditions:

1. A preliminary plat is approved to allow the property to be subdivided into 13 lots for single-family homes, in accordance with the application and plans received by the city on December 21, 2015 and February 1, 2016, except as may be amended by this resolution.
2. Approval of the preliminary plat is contingent upon City Council approval of the rezoning of the site to RSF-3 and the wetland replacement plan.
3. **Prior to recording the final plat**, the applicant shall: 1) receive city approval of final construction plans; 2) execute a development contract and submit related fees and financial guarantees; and 3) remove all the existing buildings and fences.
4. **Prior to recording the final plat**, the applicant shall fulfill the requirements, submit the required information, and revise the plans as indicated below, consistent with the applicable city code, zoning ordinance, and engineering guidelines:
 - a. Submit HOA documents or covenants assigning maintenance of common improvements including wetland buffer, wetland buffer monuments, sidewalks, mailboxes, retaining walls, subdivision signs, etc.
 - b. Relocate the retaining wall outside the wetland buffer.
 - c. Extend the wetland buffer on Lot 9, Block 2 to the 59th Avenue right-of-way.
 - d. Provide an executed, 10-foot trail easement adjacent to the right-of-way for County Road 47.
 - e. Revise the tree preservation plans as follows: 1) indicate trees 6114 and 8004 as removed; 2) indicate trees located in the right-of-way for County Road 47 as exempt; and 3) recalculate the tree inches required for reforestation accordingly.

- f. Revise the landscaping plan to include either the tree inches required for reforestation or indicate restitution would be paid into the city's tree planting fund. The applicant also has the option of providing a combination of planting/restitution.
 - g. Provide the high water level for the wetlands and indicate all abutting homes a minimum of two feet above the high water level.
 - h. Verify the 100-year floodplain elevation and revise the grading plan accordingly.
 - i. Consider submitting a LOMA application for Lots 8 and 9, Block 2 as FEMA indicates that a portion of the lots lie within the floodplain.
 - j. Submit fire flow calculations, as follows: 1) flowing both hydrants simultaneously to 20 psi residual pressure and 2) flowing only the west hydrant to 20 psi residual pressure. The gallons per minute results on each calculation shall meet the minimum required by the state fire code for the largest structure proposed in the development.
 - k. Submit the square footage for the largest structure likely to be constructed in the subdivision, including all portions of the building under the roof.
 - l. Relocate hydrants to approved locations.
5. **Prior to the issuance of a building permit**, the applicant shall submit a survey indicating:
- a. A minimum of two front yard trees to be preserved or planted.
 - b. Silt fence and tree preservation fencing installed consistent with city code.
6. Standard Conditions:
- a. With the exception of a model home, no building permits shall be issued until the final plat, easement, and other recordable documents are filed and recorded with Hennepin County.
 - b. Development standards and setbacks for this plat shall comply with the RSF-3 zoning standards. No variances are granted or implied.
 - c. All retaining walls over four feet shall require issuance of a building permit and a three-foot fence installed on top of the wall.
 - d. Compliance with the city's tree preservation regulations.
 - e. No trees shall be planted in the public right-of-way.
 - f. Signs shall require a separate permit and comply with section 21155 of the zoning ordinance.
 - g. Removal of all hazardous trees from the property at the owner's expense.
 - h. This approval shall expire one year after the date of approval, unless the applicant has submitted a complete final plat application, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 510 of city code.

ADOPTED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day
of _____, _____.

City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE No. 2016-

ORDINANCE AMENDING CHAPTER 21 OF THE CITY CODE TO CLASSIFY CERTAIN LAND LOCATED AT 18035 COUNTY ROAD 47 (2015113)

Ordinance No. 2016- amends Chapter 21 (Zoning Ordinance) of the Plymouth City Code to classify certain land located at 18035 County Road 47 (2015113).

A printed copy of the entire ordinance is available for inspection at the City Clerk's Office during regular office hours.

APPROVED for summary publication by the City Council this 8th day of March, 2016.



Agenda
Number:

7.01

**REGULAR
COUNCIL MEETING**

March 8, 2016

To: Dave Callister, City Manager

Prepared by: Sandy Engdahl, City Clerk

Review by: Luke Fischer, Administrative Services Director

Item: **Public Hearing on Application of Supervalu, Inc. for Off-Sale 3.2 Malt Liquor License at Rainbow Foods, 16705 County Road 24**

1. ACTION REQUESTED:

Conduct a public hearing, and unless information is received to the contrary, adopt the attached resolution approving the off-sale 3.2 malt liquor license for Supervalu, Inc., d/b/a Rainbow Foods, 16705 County Road 24, for the license period through January 31, 2017.

2. BACKGROUND:

The City has received an application for an off-sale 3.2 malt liquor license from Supervalu, Inc., d/b/a Rainbow Foods, 16705 County Road 24. This establishment is under new ownership and previously had an Off-Sale 3.2 Malt Liquor License.

3. BUDGET IMPACT:

All fees have been paid and certificates of insurance provided. The license application has been investigated and is recommended for approval by staff.

4. ATTACHMENTS:

Notice of hearing
Map and list of property owners within 500' of location
Resolution

CITY OF PLYMOUTH
NOTICE OF HEARING
OFF-SALE 3.2 MALT LIQUOR APPLICATION FOR
SUPERVALU, INC., D/B/A RAINBOW FOODS,
16705 COUNTY ROAD 24

Notice is hereby given that the Plymouth City Council will conduct a hearing on the Off-Sale 3.2 Malt Liquor application of Supervalu, d/b/a Rainbow Foods, 16705 County Road 24, on Tuesday March 8, 2016 at 7 p.m. The hearing will be held in the Council Chambers of City Hall, 3400 Plymouth Boulevard, Plymouth, Minnesota.

All persons wishing to address the Council regarding this application will be heard at that time.

Sandy Engdahl, MMC
City Clerk
(763) 509-5080



0 360 Feet

16705 Co Rd 24

-  Subject Property
-  500' Buffer



February, 2016
 City of
Plymouth
 Page 3

VLADIMIR KOLOMIYETS
OLGA KOLOMIYETS
3315 DUNKIRK LN N
PLYMOUTH, MN 55447

RANDALL W SCHAEFER
SUSAN L SCHAEFER
3330 EVEREST CT N
PLYMOUTH MN 55447

MICHAEL J HARRIS
JENEAN L HARRIS
3335 EVEREST CT N
PLYMOUTH MN 55447

NATHAN D STARKS
NICOLE A NELSON
3325 DUNKIRK LN N
PLYMOUTH MN 55447

STEVEN J HASKAMP
LORI L HASKAMP
3320 GARLAND LN N
PLYMOUTH, MN 55447

PAUL R ANDERSON
MARILYN Y ANDERSON
3340 EVEREST CT N
PLYMOUTH MN 55447

MILLER INVESTMENTS
2726 WASHINGTON AVE N
MINNEAPOLIS, MN 55411

PLYMOUTH STATION LLC
941 HILLWIND RD NE # 300
FRIDLEY MN 55432

BRIAN D BOYD
CYNTHIA D BOYD
3345 EVEREST CT N
PLYMOUTH, MN 55447

MARVIN DEVELEOPMENT III LLLC
5425 BOONE AVE N
NEW HOPE MN 55428

PLYMOUTH STATION LLC
941 HILLWIND RD NE # 300
FRIDLEY MN 55432

ROBBINS PRTRNSHP
2585 BROCKTON LN N
MEDINA, MN 55391

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION APPROVING THE OFF-SALE 3.2 MALT LIQUOR LICENSE FOR SUPERVALU, INC., D/B/A RAINBOW FOODS, 16705 COUNTY ROAD 24

WHEREAS, the City has received an application for an off-sale 3.2 malt liquor license from Supervalu, Inc., d/b/a Rainbow Foods, 16705 County Road 24; and

WHEREAS, the applicant has paid all fees and provided all required insurance certificates; and

WHEREAS, the City Council has conducted a public hearing and finds no reason to deny the application.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the off-sale 3.2 malt liquor license is hereby approved for Supervalu, Inc., d/b/a Rainbow Foods, 16705 County Road 24. The liquor license is issued for the period through January 31, 2017.

APPROVED by the City Council on this 8th day of March, 2016.

**REGULAR
COUNCIL MEETING**

March 8, 2016

**Review Deadline:
April 21, 2016**

To: Dave Callister, City Manager

Prepared by: Shawn Drill, Senior Planner

Reviewed by: Barbara Thomson, Planning Manager and Steve Juetten,
Community Development Director

Item: **Consider Rezoning and Preliminary Plat for “Dunkirk Gateway,” for Property located in the Southwest Quadrant of County Road 47 and Dunkirk Lane (2015114)**

1. ACTION REQUESTED:

Adopt the attached ordinance and resolutions approving a rezoning (from FRD to RSF-3) and preliminary plat for 31 single-family lots, as recommended by the Planning Commission.

Approval requires a 4/7 vote of the City Council.

2. BACKGROUND:

On February 17, 2016, the Planning Commission conducted the public hearing and subsequently voted unanimously to recommend approval of the request. The applicant was present in support of the proposal. In addition, five residents spoke to ask about impact on off-site trees, timing of construction, price of homes, construction access and traffic safety.

Regarding impact on off-site trees, staff stated that the proposed four-foot high retaining wall west of 5855 Dunkirk Lane could affect the root system of some off-site trees in that area, many of which are ash and box elder which tend to be hardier and more able to withstand such disturbance. Staff also noted that installation of the silt fence along the north side of 5855 Dunkirk could impact some of the roots of the off-site pine trees in that area, as the silt fence is usually cut in about six inches below grade. The city forester has visited the site and noted that impact in that area should be minimal with about 75 percent of the root structure being preserved.

Regarding timing of construction, the applicant stated they hope to start grading and utility installation in spring, with home construction to follow shortly thereafter. In response to a related question, the applicant stated that homes would not be constructed sequentially by lot number.

Regarding pricing of homes, the applicant stated it would be hard to estimate prices at the present time, but that the homes would be nice and would fit in with other new homes in the area.

Regarding construction access, staff stated that access would be from 59th Avenue west of Dunkirk Lane. In response to concerns about traffic levels and speeding on Dunkirk Lane, staff stated that Dunkirk Lane experienced higher traffic levels this past summer while Peony Lane was under construction. Although Peony Lane is now open and will be the official detour route while Vicksburg

lane is reconstructed this summer, some increased traffic may still occur on Dunkirk Lane. Staff did note that speed limit enforcement has been occurring on Dunkirk Lane.

A copy of the Planning Commission meeting minutes and report is attached.

Notice of the Planning Commission's public hearing was published in the city's official newspaper and mailed to all property owners within 750 feet of the site. Development signage remains on the site.

3. BUDGET IMPACT:

Not applicable.

4. ATTACHMENTS:

Planning Commission Minutes
Planning Commission Report with Attachments
Ordinance
Resolutions

B. ESTATE DEVELOPMENT CORPORATION (2015114)

Chair Davis introduced the request by Estate Development Corporation for a rezoning and preliminary plat for "Dunkirk Gateway" for property located at 5915 Dunkirk Lane and 16815, 16845 and 16935 County Road 47.

Senior Planner Drill gave an overview of the staff report.

Commissioner Anderson asked what the retaining wall would be made of and who would maintain it.

Senior Planner Drill replied that the retaining wall would most likely be made of modular block but noted that the developer could provide more details. He explained that the developer would install the retaining wall and the homeowner's association would address the long-term maintenance.

Chair Davis introduced Tom Gonyea, representing the applicant, who stated that boulders would likely be used for the retaining wall and agreed that the HOA would address the long-term maintenance of the wall. He noted that he is present to answer any questions.

Chair Davis opened the public hearing.

Chair Davis introduced Paul Hetchler, 5855 Dunkirk Lane, who stated that as plans have developed for this project, his main concern has been with the trees. He identified his property in relation to the development and stated that the north line of his property has trees planted inside of his property line. He stated that the trees are mature Norway pine planted in the early to mid-1970s and have been well maintained. He said he believed the tree line was an asset not only to his property but also to the lots that will adjoin his property. He stated that he has spoken with city staff and the forester visited his property this morning. He stated that according to the tree inventory that was done, there were 47 mature pines along his property that he would like to preserve. He referenced the tree preservation area identified in the proposed plan. He noted that there is a small are of preservation identified for some hardwoods near his property but not for the pines. He noted that although the pines are planted within his property, as they have grown, the branches have spread across the property line. He said he wanted to ensure that the contractor for this project would work to protect the pines on his property. He noted that the plan to dig, or plow in, the silt fence would damage the tree roots. He asked if the grading could be modified to ensure the protection of the pine trees, noting that it was difficult to establish the pine trees in the clay soils.

Commissioner Oakley asked how far the drip line would extend over the property line.

Mr. Hetchler estimated eight to ten feet for some of the larger trees.

Chair Davis introduced Bob Schoeneberger, 16845 County Road 47, who stated that he is a neighbor of Mr. Hetchler. He stated that he does support the project and noted that the developer

has been very accommodating to Mr. Hetchler. He stated that he does support the request to preserve the pine trees, to the extent that can be done.

Chair Davis introduced Brian and Katie Seremet, 16660 59th Avenue, who asked for more information on the start and completion dates. Mr. Seremet asked if the construction would begin with lot one, or whether the construction would begin in another manner. He also asked for the price range of the homes being constructed. Mrs. Seremet expressed concern with the traffic on Dunkirk and the safety of crossing the roadway. She said she hoped that the safety measures would be increased for pedestrian crossings with the additional homes being added.

Chair Davis introduced Dammika Weeratunga, 16650 59th Avenue, who stated that he shares concern that the homes would all access the development through only one point. He stated that the traffic during construction would be a concern as well. He asked that a separate construction entrance be created and regulated. He asked the market value of the homes once constructed. He noted that in the future there are plans to develop the land to the south but noted that until that time, there would be an increase of traffic on this one access point, which already has safety concerns. He noted that he moved two pine trees from his yard in order to increase visibility at the intersection. He stated that there will be major accidents during and after construction if there is only one access road for the additional 31 homes.

Chair Davis closed the public hearing.

Commissioner Goldetsky asked if the forester had any ideas on how the pines could be preserved.

Senior Planner Drill stated that he walked the site with the forester this morning and noted that one issue is that a four foot high retaining wall would be created that could have an impact on the root system of the trees. He noted that most of the trees in that area are of a more hardy variety that would survive. He identified another area and noted that the developer would have the right to grade up to the property line. He noted that the silt fence is usually cut six inches into the ground, which could damage the root system of the trees. He stated that as a general rule of thumb, if 75 percent of the root structure can be preserved, the tree can survive. He stated that the comments from the forester were that there could be a minimal impact on some of the trees but given their placement on the lot line, they should be able to survive.

City Engineer Renneberg stated that Dunkirk Lane is a new roadway, constructed in the last few years, and there have been some concerns with the speeds on the roadway. He advised that staff has reviewed the roadway and determined that while construction was occurring on I-494 and other roadways in the city, there were higher volumes on Dunkirk Lane. He stated that once construction halted for the year, there was a 40 percent decrease in the traffic on Dunkirk, and that once the remaining construction projects are completed, the cut through traffic would go back to their normal route. He stated that a double yellow line was added to Dunkirk and radar speed signs were installed on Dunkirk. He advised that the police department has also been undertaking enforcement efforts in an attempt to deter higher speeds. He stated that marked pedestrian crosswalks are carefully selected.

Chair Davis noted that additional construction will occur on Vicksburg again this summer, which could again increase traffic on Dunkirk.

City Engineer Renneberg noted that the Peony Lane corridor is now open and would be used as the official detour route this summer for the Vicksburg project.

Commissioner Anderson asked if a stop sign would possibly be placed at the 59th Avenue intersection.

City Engineer Renneberg stated that recent traffic counts have not met warrants for a four way stop at that intersection.

Commissioner Witt stated that she would prefer to be proactive rather than reactive, although she was not sure of the alternative. She stated that she does have concern with the safety of pedestrians crossing at that location.

City Engineer Renneberg stated that staff can review the traffic counts that were done the previous summer and look at this area again.

Chair Davis noted that the traffic levels will change during the construction of other roadways and then would change again during the home construction, once the homes are constructed and once construction is completed noting that the situation may need to be monitored throughout the process.

Mr. Gonyea stated that it would be tough to estimate the price of the homes at this point in the process, but noted that they will be nice homes. He stated that he did not believe there would be an option for a secondary construction entrance.

Commissioner Saba asked how many builders would be used for the 31 lots.

Mr. Gonyea stated that he has not yet determined the number of builders, but noted that typically there are one to three builders. He stated that typically the construction occurs in a random sequence as they are constructed in the order the lots are purchased.

Commissioner Saba stated that the builders will select and buy lots for construction, which would mean the construction would occur on a supply and demand basis and not a numerical order. He asked if there would be amenities such as a pool that would be maintained by the HOA.

Mr. Gonyea confirmed that there would not be a pool but advised that the HOA would maintain a monument and the retaining walls.

Commissioner Saba asked if there is another development the applicant has worked on that has a similar height retaining wall.

Mr. Gonyea provided Elm Creek Highlands as an example. He stated that he has always had success using boulders for the larger walls. He estimated that construction would begin this spring, if all approvals are received, once the road restrictions are lifted.

Commissioner Saba stated that once the Vicksburg improvement is completed, with the railroad bridge, it would be a significant improvement for the Dunkirk residents.

Chair Davis noted that Peony Lane would be an easier route compared to Dunkirk Lane and noted that residents did not have that option last summer when construction was occurring on both Vicksburg and Peony.

Commissioner Oakley stated that this is a challenging piece of land to develop and he is impressed with the plan for development, noting that there could have been more invasive and less respectful development proposed.

Commissioner Anderson stated that boulder walls are very substantial and will not fall apart like a railroad tie wall. He noted that he does not have a concern with timing, as construction will begin this summer with a model and then sales taking place this fall, with homeowners moving in during the winter or in 2017.

MOTION by Commissioner Oakley, seconded by Commissioner Anderson, to recommend approval of the request by Estate Development Corporation for a rezoning and preliminary plat for "Dunkirk Gateway" for property located at 5915 Dunkirk Lane and 16815, 16845 and 16935 County Road 47. **Vote.** 7 Ayes. **MOTION** approved.

PLYMOUTH COMMUNITY
DEVELOPMENT DEPARTMENT
PLANNING AND ZONING
STAFF REPORT

TO: Plymouth Planning Commission
FROM: Shawn Drill, Sr. Planner (509-5456) through Barbara Thomson, Planning Manager ^{WT}
MEETING DATE: February 17, 2016

APPLICANT: Estate Development Corporation
PROPOSAL: **Rezoning and preliminary plat** for “Dunkirk Gateway”
LOCATION: Southwest quadrant of County Road 47 and Dunkirk Lane (5915 Dunkirk Lane, and 16815, 16845, and 16935 County Road 47)
GUIDING: LA-R2 (living area rural 2)
CURRENT ZONING: FRD (future restricted development)
SCHOOL DISTRICT: Wayzata (ISD 284)
REVIEW DEADLINE: April 21, 2016

DESCRIPTION OF REQUEST:

The applicant is requesting approval of the following items:

- rezoning of the roughly 15.6-acre site from FRD to RSF-3 (single-family detached 3); and
- preliminary plat for a residential development to be called “Dunkirk Gateway” consisting of 31 single-family lots.

Notice of the public hearing was published in the city’s official newspaper. Two mailed notices were sent out to all property owners within 750 feet of the site. One notice was sent upon receipt of the application, and the other notice was sent 12 days prior to the public hearing. A copy of the notification area map is attached. Development signage has also been posted on the site.

CONTEXT:

Surrounding Land Uses

	Adjacent Land Use	Guiding	Zoning
North <i>(across CR 47)</i>	Large rural parcels containing single-family homes, and the Silver Buckle Saddle Club	LA-2 (living area 2)	FRD
West	Plymouth Dog Park	P-I (public/institutional)	P-I
East	Single-family homes in “Terra Vista”	LA-R2	RSF-3
South	Large rural parcels containing single-family homes	LA-RT (living area rural transition)	FRD

Natural Characteristics of Site

The site is located in the Elm Creek drainage district, but is not located in the shoreland overlay district for Elm Creek. There is a high-quality wetland basin in the northwest portion of the site. The development is subject to the city’s wetland buffer regulations. The site contains a small area within the floodplain that aligns with a portion of the wetland. Areas of the site are wooded, and the ground elevation drops roughly 88 feet from east to west.

Background

Four parcels comprise the proposed plat. The existing home located in the southeast corner of the plat (at 5915 Dunkirk Lane) would remain in place for the present time. The other three existing homes (at 16815, 16845, and 16935 County Road 47) would be removed prior to initial grading of the remainder of the site.

LEVEL OF CITY DISCRETION IN DECISION-MAKING:

The city has a relatively high level of discretion in approving or denying a rezoning application. This is because the rezoning of land is a “quasi-legislative” action (enactment of policy). The zoning ordinance and map are the enforcement tools used to implement the goals and standards set by the comprehensive plan. The proposed zoning for a property must be consistent with the comprehensive plan.

The city’s discretion in approving or denying a preliminary plat is limited to whether or not the proposed plat meets the standards outlined in the subdivision regulations and zoning ordinance. This is because preliminary plat review is a “quasi-judicial” action (enforcement of established policy). If a preliminary plat application meets the standards, the city must approve the preliminary plat.

ANALYSIS OF REQUEST:

REZONING

The applicant is requesting to rezone the site from FRD to RSF-3. The requested rezoning would accommodate the proposed single-family residential development for the site.

The FRD zoning district serves as a “holding zone” until property is developed, at which time it shall be rezoned in accordance with its land use guiding designation in the comprehensive plan. Any development of this site would require rezoning from the FRD classification.

Comprehensive Plan

The site is guided LA-R2 on the city’s land use guide plan. The land use chapter of the comprehensive plan lists single-family homes as appropriate land uses in areas guided LA-R2.

The LA-R2 designation specifies a minimum density goal of two dwelling units per acre and a maximum density of four dwelling units per acre for residential developments. Density is based on net acreage (excludes wetlands and their related natural buffer strips, and rights-of-way to be dedicated for arterial roadways), consistent with the procedures established by the Metropolitan Council. Based on roughly 12.8 net acres, this site should accommodate 26 to 51 dwelling units. The proposal would include 31 dwelling units, for a density of 2.4 dwelling units per acre. Consequently, the proposal would be consistent with the density goal identified in the comprehensive plan.

The RSF-3 district is listed as an appropriate corresponding zoning district for property that is guided LA-R2. Single-family homes are allowable in the RSF-3 district as a permitted use. Consequently, the proposed development and requested RSF-3 zoning would be consistent with the LA-R2 guiding of the site. An excerpt of the LA-R2 section of the comprehensive plan is attached.

Staff finds that the requested rezoning from FRD to RSF-3 would be appropriate, based upon the following findings:

1. The requested RSF-3 zoning classification is consistent with the LA-R2 guiding of the site.
2. The proposal would comply with city standards.
3. The proposed density would be consistent with the LA-R2 guiding of the site.
4. Adequate infrastructure would be available to support RSF-3 zoning and the proposed development for the site.

PRELIMINARY PLAT

The proposed plat contains 15.68 acres, as follows:

- 1.49 acres to be dedicated as right-of-way for County Road 47 (an arterial roadway);
- 0.53 acres of wetland
- 0.80 acres of wetland buffer strip
- 12.86 acres for residential development

Lot Arrangement

The RSF-3 zoning district requires a minimum lot area of 7,000 square feet and a minimum lot width of 65 feet (as measured at the required front setback line). All proposed single-family lots would meet or exceed the RSF-3 standards. The smallest lot would contain 10,623 square feet and the average lot size would be 16,802 square feet. Lot width would range from 80 feet to 120 feet.

Site Access

Access to this site would be provided via a westerly extension of the existing 59th Avenue street stub located at the east boundary of the site. The proposed public street would have a 50-foot wide right-of-way and would be 28 feet wide, as specified by the subdivision regulations. The street system and utilities would be stubbed to the parcel lying to the south (5855 Dunkirk Lane) in order to accommodate future subdivision of the parcels to the south (see the attached ghost plat exhibit). The resolution requires a temporary turn-around at the south end of the Fountain Lane stub street until it is extended southerly upon future platting of the parcels lying to the south.

Right-of-Way Dedication

The applicant would dedicate the proposed public streets shown within the plat. In addition, the applicant would dedicate the existing 33-foot wide roadway easement (located along the north plat boundary) and an additional 27 feet of right-of-way for County Road 47.

Grading/Retaining Walls

As previously stated, the ground elevation drops roughly 88 feet from east to west within the site. Additionally, the ground elevation drops roughly 45 feet from south to north in portions of the site. In order to address the significant grade changes and comply with the city's seven percent maximum street grade regulation, the proposal would involve extensive tree removal, grading, and retaining walls. (Tree removal is discussed later in this report.) The plan indicates installation of eight segments of retaining wall ranging from 53 feet to 650 feet in length, and ranging from a maximum height of 3 feet to a maximum height of 13 feet. (The 650-foot long retaining wall to be installed along the wetland buffer in the west portion of the site would achieve a maximum height of 13 feet in one area.) Safety fences are required atop all retaining walls that exceed four feet in height.

Sidewalks/Trails

A concrete sidewalk would be installed along one side of the public streets within the development, in compliance with the subdivision regulations.

The comprehensive plan indicates a future trail along both sides of County Road 47 upon its reconstruction in the future. It is envisioned that the trail would be within the right-of-way for the road. Nevertheless, the city would require a ten-foot wide trail easement along the north boundary of the site for snow storage and to allow the trail to meander if needed. This matter is addressed in the attached resolution.

Drainage/Treatment of Runoff

The city requires that storm drainage systems be designed so the post-development rate of runoff from a site does not exceed the pre-development rate. Additionally, the city requires treatment of storm water runoff before it enters the drainage system. The proposed development would include a water quality pond and three infiltration basins in the north portion of the site. The plans indicate compliance with city regulations regarding drainage and water quality.

Wetlands/Buffering

The applicant is not proposing any wetland filling as part of this development. The zoning ordinance requires that natural buffers strips be provided adjacent to wetlands in order to protect them. For high-quality wetlands, the ordinance requires a buffer strip averaging 50 feet in width from the wetland edge, together with a 15-foot structure setback from the edge of the buffer. The proposal would comply with city regulations pertaining to buffer strips and setback from the buffer strip.

Sanitary Sewer

The applicant is presently reviewing two options for sanitary sewer connection for this development, as follows: option 1 would flow north and connect to the sewer in a planned development north of County Road 47, and option 2 would flow southwest through the dog park and connect to the sewer in the Aspen Hollow subdivision. The final plans for the sanitary sewer connection will be determined prior to final platting.

Tree Regulations

The subdivision regulations require preservation of at least 50 percent of the caliper inches of significant trees for residential development sites, or reforestation and/or monetary restitution for any removal in excess of 50 percent. A significant tree is defined as one being eight inches or larger in diameter for deciduous trees, and four inches or larger in diameter for conifers.

The tree survey indicates there are presently 5,439 caliper inches of eligible significant trees on the site. Due to the extensive amount of grading required to address the elevation changes within the site, 4,875 inches of the eligible significant trees (89.7 percent) would be removed. Consequently, the applicant would be required to replant 2,694 inches of new trees on the site, or provide a combination of reforestation and monetary restitution equivalent to 2,694 inches. The proposed Landscape/Tree Replacement Plan indicates replanting of 1,223 inches of trees on the site and providing monetary restitution in the amount of \$147,100 for the balance. (Restitution dollars collected are placed in the Community Planting Fund and used for purchase of trees on public lands throughout the city.) The proposed reforestation plan and restitution amount would comply with the city's tree regulations.

The existing home located in the southeast corner of the plat (shown on Lot 2 of Block 2, and currently addressed as 5915 Dunkirk Lane) would be retained by its current owner for the foreseeable future. The driveway for that home crosses over the south portion of neighboring Lot 1, which would also be retained by the same homeowner. Those two lots would be final platted as a second phase of this development in the future when that homeowner is ready to sell. Although the existing trees on Lots 1 and 2 of Block 2 would remain in place until that homeowner is ready to sell in the future, the trees would ultimately need to be removed to accommodate a new home on each of the two lots. Consequently, the trees on those lots have been shown as "removed" on the tree inventory so that their replacement/restitution will have already been accounted for when those two lots are final platted in the future, provided replacement trees (per the landscape and tree replacement plan) are planted on those lots upon construction of new homes.

Conclusion on the Preliminary Plat

Staff supports the requested preliminary plat with the finding that the proposed plat would comply with the standards outlined in the subdivision regulations and zoning ordinance.

RECOMMENDATION:

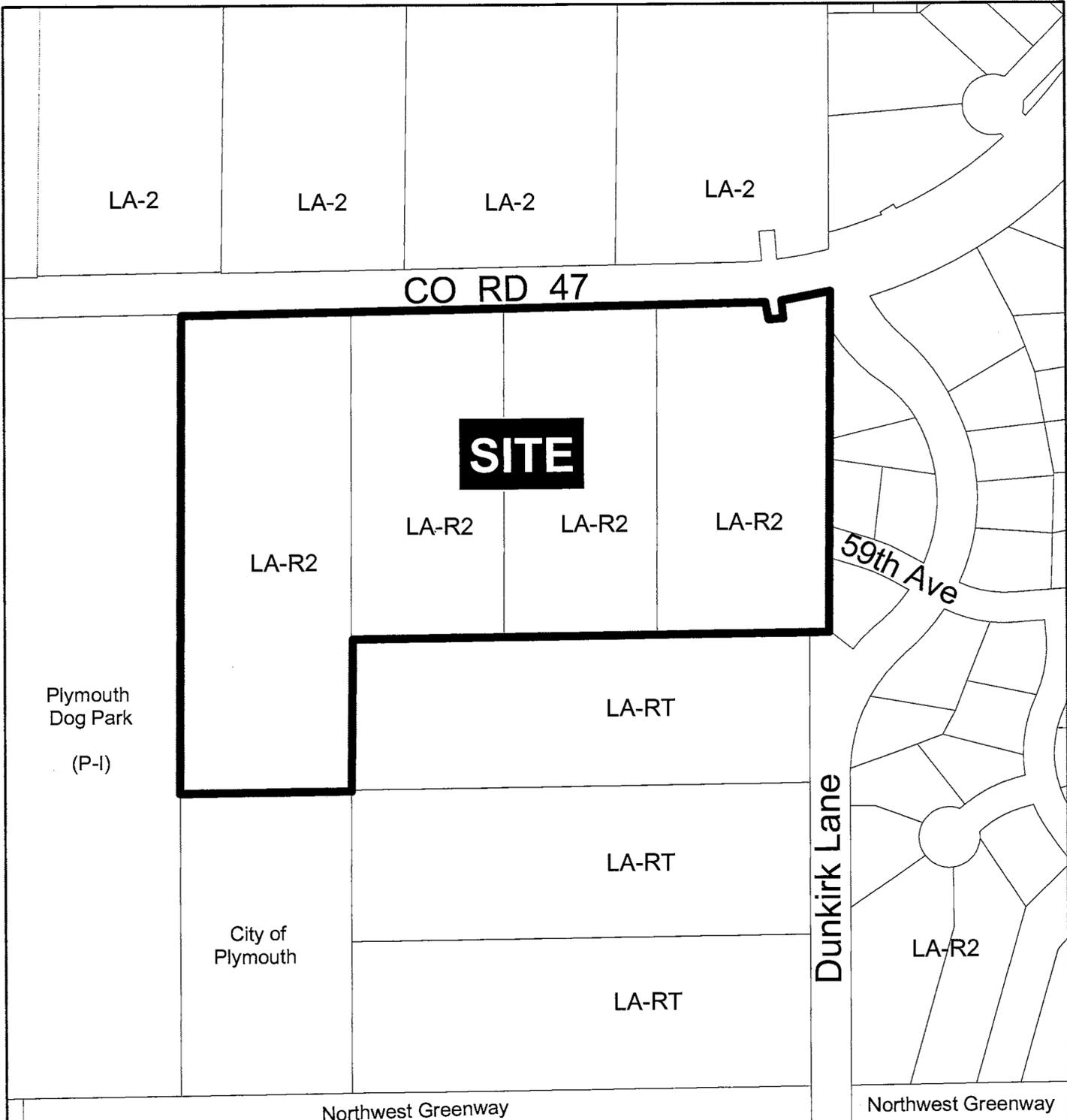
Community Development Department staff recommends approval of the following items:

- a) an ordinance approving rezoning of the site;
- b) a resolution approving findings of fact supporting the rezoning; and
- c) a resolution approving the preliminary plat.

If new information is brought forward at the public hearing, staff may alter or reconsider its recommendation.

ATTACHMENTS:

1. Draft Ordinance Approving Rezoning
2. Draft Resolution Approving Findings of Fact for Rezoning
3. Draft Resolution Approving Preliminary Plat
4. Location Map
5. Aerial Photo
6. Notification Area Map
7. Applicant's Narrative
8. LA-R2 Excerpt of Comprehensive Plan
9. Site Graphics
10. Ghost Plat Exhibit (for properties to the south)

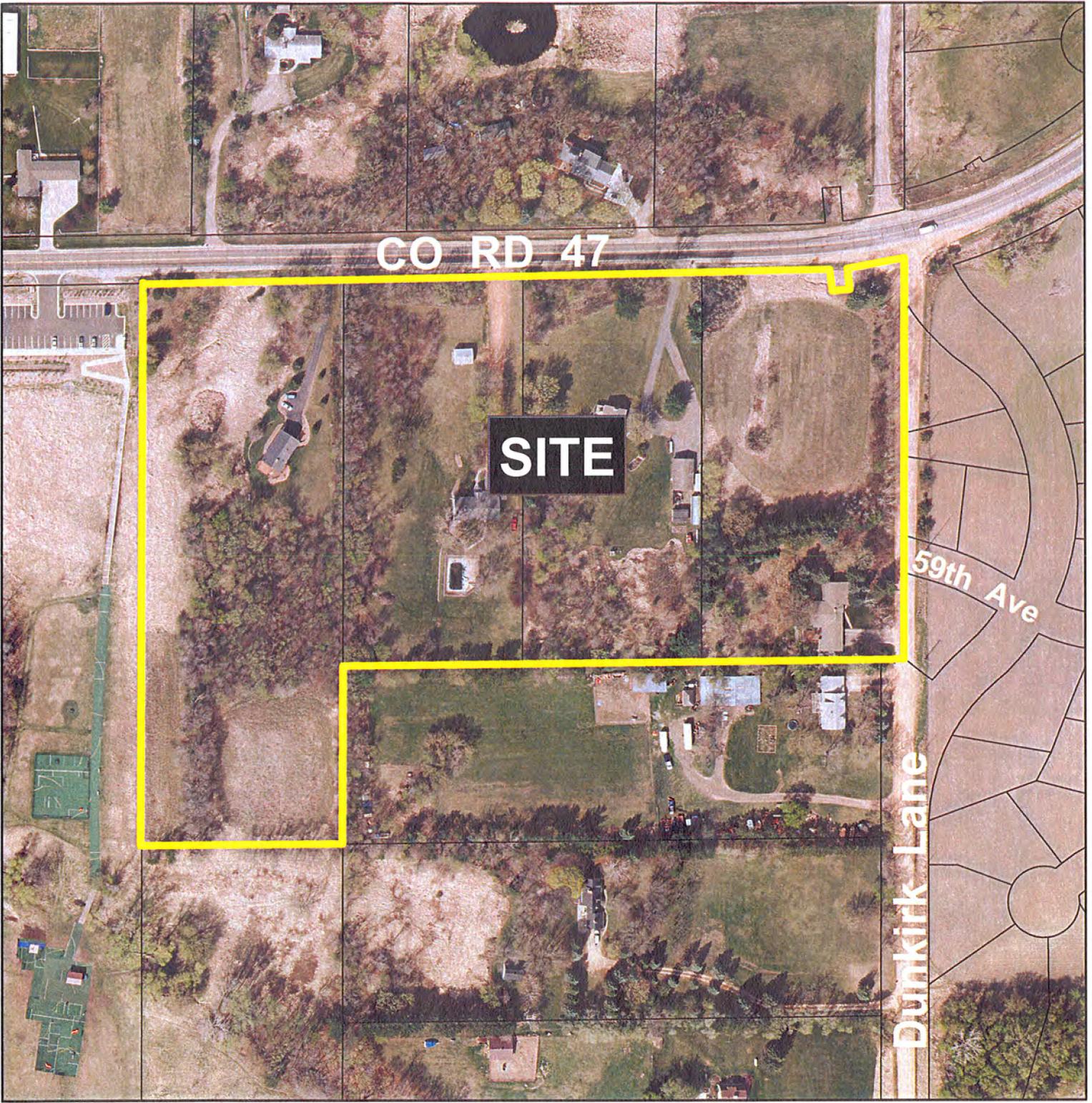


2015114
Estate Development Corporation
"Dunkirk Gateway"
5915 Dunkirk Lane, and 16815, 16845, & 16935 CR 47
Rezoning and Preliminary Plat



City of
Plymouth, Minnesota





CO RD 47

SITE

59th Ave

Dunkirk Lane

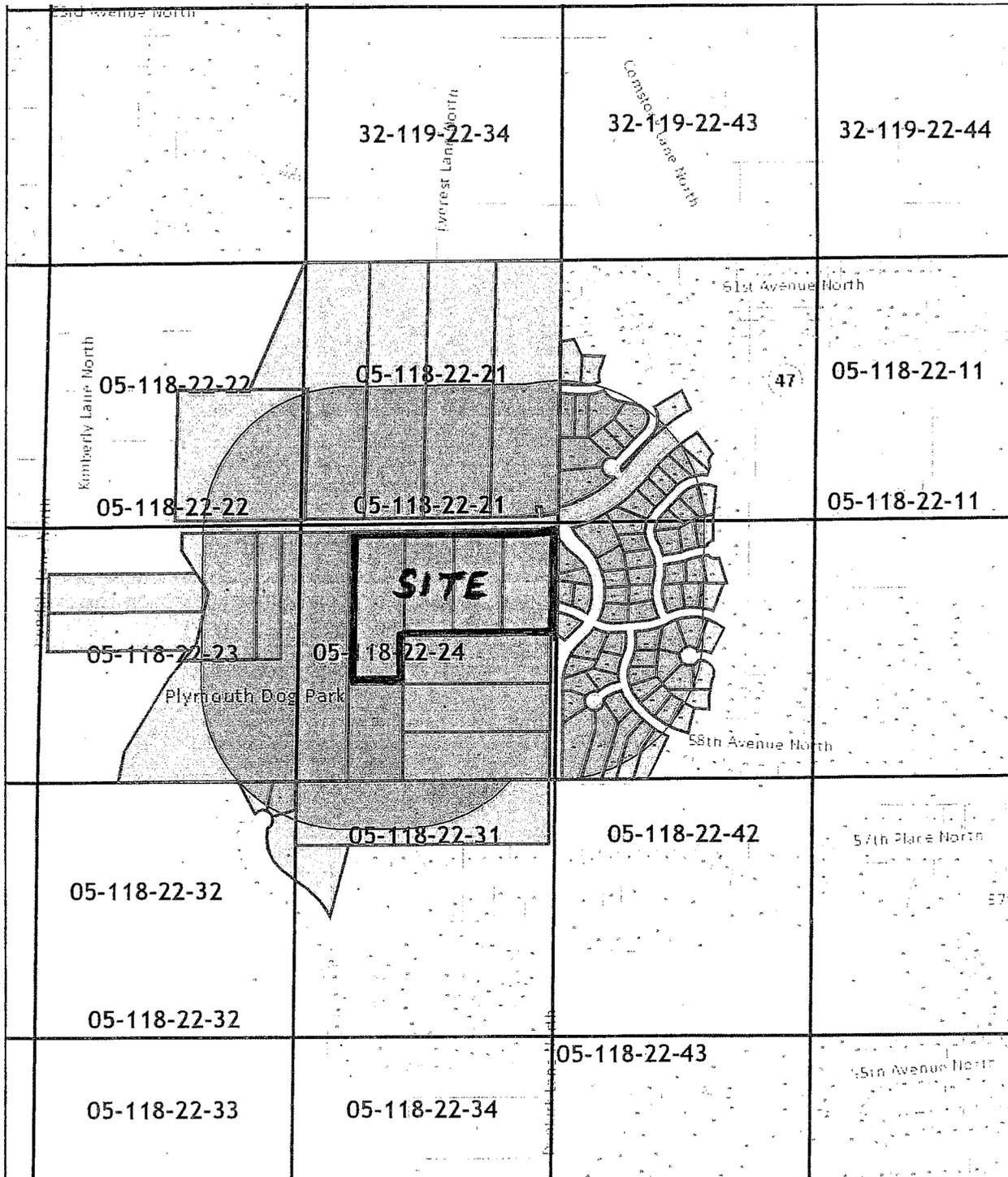
2015114 -- Aerial Photo



City of
Plymouth, Minnesota



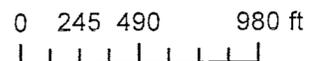
NOTIFICATION AREA MAP



Buffer Size: 750 feet

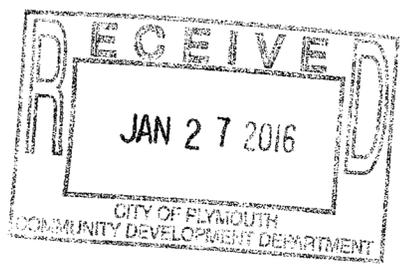
Map Comments:

5915 DUNKIRK LANE NORTH
 PLYMOUTH
 MN 55446
 0511822240001; 0002; 0003; 0004



For more information contact:
 Hennepin County GIS Division
 300 6th Street South
 Minneapolis, MN 55487
gis.info@hennepin.us

2015 114



**REZONING AND PRELIMINARY PLAT REQUEST
SUBMITTAL NARRATIVE**

**DUNKIRK GATEWAY
Plymouth, Minnesota
December 23, 2015
Updated January 27, 2016**

DEVELOPMENT TEAM

Developer: Estate Development Corporation, Tom Gonyea
Civil Engineer: Alliant Engineering, Inc., Mark Rausch
Surveyor: Alliant Engineering, Inc., Dennis Olmstead
Landscape Architect: Alliant Engineering, Inc., Mark Kronbeck

SITE INFORMATION

Proposed Legal Description: Beginning at the northeast corner of the South Half of the Northwest Quarter of Section 5, Township 118 North, Range 22 West; thence South 89 degrees 21 minutes 02 seconds West for a distance of 1,063.00 feet along the North line of said South Half; thence South 00 degrees 18 minutes 02 seconds West 825.16 feet to the North line of the South 500.00 feet of said South Half; thence North 89 degrees 32 minutes 29 seconds East 279.91 feet along said North line of said South 500.00 feet to the West line of the East 783.00 feet of said South Half; thence North 00 degrees 17 minutes 54 seconds East 250.02 feet along said West line to the North line of the South 750.00 feet of said South Half; thence North 89 degrees 32 minutes 29 seconds East 783.07 feet to the East line of said South Half; thence North 00 degrees 17 minutes 54 seconds East 578.88 feet to the point of beginning.

Addresses: 5915 Dunkirk Lane, North (Roell),
16815 County Road #47 (Pease),
16845 County Road #47 (Schoeneberger),
16935 County Road #47 (Johnston),

PIDs: 0511822240001,
0511822240002,
0511822240003,
0511822240004

SUBDIVISION APPROVAL REQUEST

The proposed development consists of a low density single family residential development consisting of 31 single family lots, of which, 29 would have new home construction with 1 existing home to remain on two new platted lots. The existing land owner (Roell) would retain ownership of Lots 1 and 2, Block 1 and initially plans to keep the existing home in place. At some point in the future the existing home will be removed and replaced with a new home on each Lot 1 and Lot 2, Block 1. The subdivision approval request also would require rezoning of the property from Future Restricted Development (FRD) to Residential Single Family Detached 3 (RSF-3).

EXISTING SITE DESCRIPTION

The development site currently includes four rural residential properties located along County Road 47 totaling roughly 15.68 acres in size. Each of the existing properties includes a home and driveway with three of the lots containing accessory buildings and 1 lot has a swimming pool. The most easterly home (Roell) will remain and be part of the new subdivision; the other 3 home sites will be permanently removed. The 3 westerly lots currently have private driveway accesses to County Road 47 with the eastern property having a driveway connection to Dunkirk Lane.

The site is bound by the Terra Vista subdivision to the east, the City of Plymouth's Dog Park to the west, County Road 47 to the north, and rural residential lots to the south. The Terra Vista subdivision to the east provides the only connectable public right of way access to the proposed development via 59th Avenue as well as access to public watermain.

The topography of the site is fairly significant, sloping from south to north and generally from east to west. The highpoint of 1010 is at the existing home site to remain in the property's southeast corner and the lowest point of 922 in the wetland on the west side of the site. The existing lots consist of inconsistent tree coverage with the western property containing the heaviest amount. The other lots have more open lawn areas with pockets of trees.

REZONING REQUEST

The proposed application makes request for rezoning from Future Restricted Development (FRD) to Residential Single Family Detached 3 (RSF-3). The proposed rezoning is consistent with the existing zoning of Terra Vista abutting to the east and Taryn Hills and Wood Crest of Plymouth Developments also to the east along Vicksburg Lane. The City Dog Park located to the west is zoned Public Institutional (P-I) and current rural residential to the south is zoned Future Restricted Development both are compatible adjacent zoning per City Ordinance. The project will provide minimum lot widths 80' or greater and minimum lot depth is 130 feet, to allow for the construction of 65' wide building pads. A 50' building setback is proposed along the abutting County Road 47 right of way. The proposed lot areas vary in size from 0.24 acres to 0.93 acres and average of 0.38 acres in size.

A summary of required and proposed lot standards criteria for RSF-3 zoning is as follows:

	Required	Proposed
Lot Area - Minimum	7,000 SF	10,623 SF
Average Lot Area	N/A	16,835 SF (0.39 ac)
Lot Width - Minimum	65'	80'
Lot Depth - Minimum	N/A	130+'
Setbacks:		
Front	25'	25'
Rear (Primary)	25'	25'
Side - Living Area	8'	8'
Side - Garage	6'	6'
Structure (Primary) to CR 47	50'	50'
Minimum Right-of-Way Width	50'	50'

Land Use Density Calculation:

Gross Acreage	15.68 acres
County Road 47 and Dunkirk Avenue Right of Way Dedication	1.49 acres
Wetland Area	0.53 acres

Wetland Buffer Area	0.80 acres
Approximate Net Acreage	12.86 acres
Net Density (31 lots)	2.41 units per acre

Rezoning Request Justification

1. Consistency with the City of Plymouth Comprehensive Plan

The 2030 land use for the site is Living Area Rural 2, LA-R2 (2-4 UPA) which is consistent with the proposed request. The estimated net buildable area for the site is 12.86 acres after deductions for wetland, required wetland buffer and County Road 47 right of way dedication. Based on the net buildable area, the current land use allows a net lot/unit range of 25-51 for the property. The proposed plan density is consistent with City’s Comprehensive Plan’s 2030 land use as 31 lots are proposed. The plan is also consistent with the Comprehensive plan’s sewer and water routing.

2. Consistency with Purpose and Intent of Ordinance

The City’s Zoning Ordinance states:

“The purpose of the Future Restricted Development (FRD) District is to provide a holding zone until a landowner/developer makes application for development, at which time the City may rezone the affected property consistent with its designation in the Comprehensive Plan, provided that the development does not result in the premature extension of public utilities, facilities, or services.”

The proposed subdivision is consistent with the City’s Comprehensive plan and does not prematurely extend utilities as public water and right of way have already been extended to the property and sanitary sewer has recently been extended to closer proximity within the Aspen Hollow subdivision and the Pines at Elm Creek. The requested rezoning is also consistent with adjacent development zoning.

3. Availability of Infrastructure to Serve the Development

The site has access to public sanitary sewer by two different options for connection. Option one is to connect to sanitary sewer on the north side of CR 47, which is to be extended from The Pines at Elm Creek. The second option is to connect to a sanitary sewer stub provided from the Aspen Hollow project to the south of the development. Access to public water supply is available from two watermain stubs provided from the Terra Vista development to the east. Finally, the development has transportation access to public right of way via the 59th Avenue road stub available to the east. Approval of the proposed project will provide opportunity for public right of way dedication for County Road 47 and Dunkirk Lane to cover the existing roadway easement. The project also would provide an additional 27’ of right of way to increase the total County Road 47 right of way corridor width.

4. Adequate Buffer or Transition Between Incompatible Districts

The existing adjacent zoning districts are compatible with the rezoning request.

PRELIMINARY PLAT REQUEST PLAN

It is the applicant’s intent to create a single family residential development that will be enhanced by proximity to Elm Creek and the City’s greenway and use of the site’s topography. The challenging topography will allow for

a development that has significant variation in rooftop elevations providing unique sightlines. The development plan is consistent with the recently constructed Terra Vista subdivision directly to the east, and is considerate of market demands.

The following is a brief summary of primary project elements currently proposed:

Primary Site Features

- Construction of 29 new single family homes. With the existing Roell home to remain but fit within 2 new lots. At a future date the existing Roell home will be removed and replaced with 2 new homes. The final development will result in 31 lots.
- Extension of public sanitary sewer, watermain, and sidewalks through the development with stubs provided to the property south of the development.
- Extension of public right of way to the property to the south providing that property two points of connection to public right of way.
- Permanent preservation of wetland buffer and excess buffer provided beyond code requirement
- Installation of stormwater management facilities to provide volume control, water quality and rate control for runoff prior to discharging Elm Creek.
- Installation of enhanced development landscaping to mitigate tree loss.
- Coordination with one of the existing land owners to assist in platting 2 lots for future development while maintaining the existing home initially.

Site Access and Pedestrian Circulation

The project currently proposes to construct an interior road and sidewalk system that connects to the existing 59th Ave. roadway stub provided from the Terra Vista subdivision. 59th Avenue will be extended westerly through the development with two new cul-de-sacs and a roadway and sidewalk connection provided to the land south of the development site. The development will ultimately have roadway connection to County Road 47 by way of Dunkirk Lane. The internal street corridors are proposed with a 50 foot wide right of way, a 28 feet wide road measured at back of curb, and a 5 foot sidewalk on 1 side of the roadway.

Grading

The challenging existing topography requires considerable mass grading to construct the public roadways, sidewalks, and house pads. Several retaining walls are necessary to construct the development as a result of the combination of the existing elevation differential from south to north and east to west and the City's maximum allowable roadway profile slope. The mass grading activities require removal of most of the onsite trees, again due to the highly variable existing terrain that makes saving individual trees impractical.

Sanitary Sewer and Watermain

The site has access to public sanitary sewer by two different options for connection. Option one is to connect to sanitary sewer on the north side of CR 47, which is to be extended from The Pines at Elm Creek. The second option is to connect to a sanitary sewer stub provided from the Aspen Hollow project to the south of the development. The first option will require coordination with the development proposed on the north side of County 47 but provides the logical connection option and it is currently depicted in the preliminary plat plan set. Option two would require extension of sewer from Aspen Hollow north through existing wetland through the Dog Park and ultimately into the development's southwest corner. The proposed extension under the existing Dog Park would be done by directional boring or similar method to avoid disturbance to the park's current facilities and use.

Rezoning and Preliminary Plat Submittal

January 27, 2015

Dunkirk Gateway

Page 4 of 6

Public water has been provided by two stubs from the east from the Terra Vista subdivision. Public watermain will be extended westerly within the project site and connections will be made to each existing watermain stub to provide internal looping. Sanitary sewer and watermain will be stubbed within proposed right of way to the property south of the development site.

Stormwater Management

The development is located within the Elm Creek Watershed Management and subject to their review along with the City. The proposed development is required to meet stormwater management requirements for volume control, water quality, and peak rate control. The development plan provides a stormwater management system including multiple infiltration basins and a retention pond. During the project review by the City and Watershed it will be determined if the basins will be remain as infiltration basins as shown in the current plans or biofiltration with an engineered soil medium and underdrain. The infiltration basin are designed to either receive rear yard drainage or overflow drainage from the stormwater pond. The storm pond will provide rate control and water quality treatment of roadway runoff prior to discharging into the infiltration cells and/or the downstream wetland. The stormwater management system will reduce the peak discharge rate to Elm Creek and it will provide water quality treatment to reduce the phosphorous loading on the creek. The design includes volume reduction in accordance Elm Creek Watershed guidelines including abstraction by infiltration and by providing extra wetland buffer and soil amendment.

Wetlands

The site consists of one wetland that was delineated by Kjolhaug Environmental Services. The wetland is upstream of the Elm Creek floodplain and is defined in the City’s Stormwater Management Plan with a ‘high’ classification. High classification wetlands require a buffer of 50’ in average width along with a 15’ building setback to the buffer. Decks and patios are allowed to encroach up to 6’ into the buffer setback.

Wetland Summary			Buffer Requirements Proposed			Buffer Area Required	Buffer Area Provided	
Class.	Area	Lineal Frontage	Min	Max.	Avg.		Per Rqmt	Bonus Provided (exceeds 60’ width)
High	0.53 ac	595 ft	40’	60’	50’	29,750 sf	33,354 sf	1,444 sf

- A total of 5,048 SF of buffer area beyond code requirement is proposed.

Tree Preservation and Landscaping

The site is currently comprised of mixed tree vegetation unevenly distributed throughout the site. The densest areas of trees are in the west side of the site and a grouping of coniferous trees near the existing home on the eastern parcel. The most dominant tree species on the site are Ash, Box Elder, and Elm. There are several coniferous trees including Red Pine, Cedar, and White Spruce that were planted for screening by the existing land owners. One invasive over-story Siberian Elm was identified on site.

The proposed plan would remove 89.6% of the existing trees due to the extensive mass grading required to grade roadways to City design standards, provide the required stormwater management, extend public utilities and create buildable house pads. The City’s Tree Preservation Ordinance allows for 50% removal without mitigation, therefore, the applicant will provide a combination of reforestation mitigation and cash in-lieu restitution. The proposed landscape plan provides the required two trees per lot and in addition is proposing 2

more lot trees (at a min.) and they will all be upsized to 4' dia. The plan also includes many additional trees to provide partial mitigation of tree removal. It is the Developer's intent to continue refining the design in attempt to plant as many trees on site as feasible, with any remaining restitution being provided via cash-in-lieu per City Ordinance.

Proposed yards will be vegetated with typical residential turf grass and the stormwater management areas and wetland buffers will be vegetated with appropriate plants/seed mixes that are typical to those facilities.

TIMING/PHASING

If the City reviews and approves the requested Rezoning and Preliminary Plat request, it is the Applicant's desire to proceed with request for a Final Plat review and approval with construction in late spring or early Summer 2016.

CONCLUSION

The applicant respectfully concludes that the request for a Rezoning and Preliminary Plat approval will allow for a Low Density Residential land use consistent with City Goals and Objectives for this area.

C LIVING AREA RURAL 2 (LA-R2)

Living Area Rural 2 (LA-R2) identifies areas for single and two-family homes and townhomes, and directly related complementary uses such as churches, schools and recreational facilities.

To preserve natural resources, the City will allow clustering in areas that are guided LA-R2.

Guidelines and Criteria

Minimum Density:	2 units per acre
Maximum Density:	4 units per acre
City Utilities:	Required for all areas
Corresponding Zoning Districts:	RSF-1 (Single Family Detached 1) RSF-2 (Single Family Detached 2) RSF-3 (Single Family Detached 3) RSF-4 (Single and Two Family) RMF-1 (Multiple Family 1) PUD for cluster developments
Types of Development:	<ul style="list-style-type: none">• Single family detached dwellings• Two-family dwellings• Townhomes• Churches, schools and private recreational facilities
Development Location Criteria:	<ul style="list-style-type: none">• Areas with access to local streets• Adjacent to land guided LA-RT
Desirable Facilities:	<ul style="list-style-type: none">• Neighborhood parks, school parks or mini parks within 1/2 mile walking distance of the neighborhood• Defined trail system that connects the neighborhood to other services and facilities, including parks, schools, churches and neighborhood shopping areas• Neighborhood shopping facilities within five minutes driving time from the neighborhood

2015 114

SITE DATA

INCLUDED PLO'S
 0511822240005 = 4.3 AC (Hatchler)
 0511822240009 = 4.3 AC (OW Land Dev of Mn LLC)
 0511822240007 = 4.3 AC (Rehwehst)

TOTAL CONCEPT AREA = 12.91 AC (PER COUNTY) INCLUDES ANY EX ROW, EASEMENTS, WETLANDS, BUFFERS

WETLAND AND BUFFER AREA = ?

TOTAL SINGLE FAMILY LOTS = 32 (2.5 UNITS/GROSS AC)

CURRENT ZONING = FRD, FUTURE RESTRICTED DEVELOPMENT
 PROPOSED ZONING = RSF-3, SINGLE FAMILY DETACHED DWELLING

CURRENT LAND USE = LIVING AREA RURAL TRANSITION, LA-RT (UP TO 1 U/AC)
 PROPOSED LAND USE = LIVING AREA RURAL 2, LA-R2 (2-4 U/AC)

ZONING COMPLIANCE

RSF-3 ZONING/SUBDIVISION CODE	PROPOSED
SINGLE FAMILY MIN. LOT AREA = 7,000 SF	10,400 SF
SINGLE FAMILY MIN. LOT WIDTH = 65'	78' WIDE @ FRONT STRK (ALL AT R/W EXCEPT LOT 22)
MIN. FRONT SETBACK = 25'	PER CODE
MIN. FRONT SETBACK = 50' (ARTERIAL, RR)	PER CODE
MIN. SIDE SETBACK = 8' (LIVING AREA)	PER CODE
MIN. SIDE SETBACK = 6' (GARAGE)	PER CODE
MIN. SIDE SETBACK = 16' (RET. RES. STRUCTURES)	PER CODE
MIN. SIDE CORNER YARD = 25'	PER CODE
MIN. REAR SETBACK = 25'	PER CODE
MIN. REAR SETBACK = 40' (RET. RES. STRUCTURES)	PER CODE
STREET/ R.O.W. WIDTH = 50'	R.O.W. = 50' USED IN CONCEPT
TYPICAL RESIDENTIAL ROAD R/W = 50' MIN.	ROAD WIDTH = 28' B-B ASSUMED
TYPICAL RESIDENTIAL ROAD WIDTH = 28' B-B	
MAX. CUL-DE-SAC LENGTH = 300' AND CORNERALLY UP TO 750'	
CUL-DE-SAC MIN. R/W RADIUS=50'	
CUL-DE-SAC MIN. RD RADIUS=41' @ B/C	PER CODE

WETLAND BUFFER REQUIREMENTS

PER CITY OF PLYMOUTH CITY CODE

CLASS	AVG BUFFER	MIN BUFFER	MAX BUFFER
LOW	25'	10'	50'
MEDIUM	30'	10'	50'
HIGH	40'	40'	60'
EXCEPTIONAL	75'	50'	100'

REQUIRED BUFFER SETBACKS FOR RESIDENTIAL STRUCTURES = 15'

233 Park Ave. S, 560 500
 Minneapolis, MN 55415
 612.758.3050
 612.758.3095
 www.alliantinc.com

ALLIANT
 INCORPORATED

DATE: 1-27-16
 BY: MPR

SCALE: 1" = 60 FEET

0 60 120 240 FEET

DUNKIRK GATEWAY - GHOST PLAT OF PROPERTY TO SOUTH
 PLYMOUTH, MINNESOTA

**CITY OF PLYMOUTH
HENNEPIN COUNTY, MINNESOTA**

ORDINANCE NO. 2016-___

**AN ORDINANCE AMENDING CHAPTER 21 (ZONING ORDINANCE) OF THE
CITY CODE TO CLASSIFY CERTAIN LAND LOCATED AT 5915 DUNKIRK LANE,
AND 16815, 16845, AND 16935 COUNTY ROAD 47 (2015114)**

THE CITY OF PLYMOUTH ORDAINS:

Section 1. Amendment of City Code. Chapter 21 of the City Code of the City of Plymouth, Minnesota, is hereby amended by changing the classification on the City of Plymouth Zoning Map from FRD (future restricted development) to RSF-3 (single family detached 3) with respect to the roughly 15.6-acre site presently addressed as 5915 Dunkirk Lane and 16815, 16845, and 16935 County Road 47, and presently legally described as follows:

Part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118, Range 22, Hennepin County, Minnesota, described as follows: Commencing at a point on the North line of said South 1/2 of the Northwest 1/4 a distance of 283 feet West of the Northeast corner of said South 1/2 of the Northwest 1/4; thence West along said North line a distance of 250 feet; thence deflect 89 degrees 03 minutes left a distance of 577.60 feet; thence deflect 90 degrees 45 minutes left a distance of 250 feet; thence deflect 89 degrees 15 minutes a distance of 578.47 feet to the point of beginning, Hennepin County, Minnesota.

AND

That part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118 North, Range 22, West of the 5th Principal Meridian, described as follows: Commencing at a point on the North line of said South 1/2 of the Northwest 1/4 a distance of 783 feet West of the Northeast corner of said South 1/2 of the Northwest 1/4; thence West along said North line a distance of 280 feet; thence deflect 89 degrees 03 minutes left, a distance of 825.75 feet; thence deflect 90 degrees 45 minutes left, a distance of 280 feet; thence deflect 89 degrees 15 minutes left, a distance of 826.72 feet to the point of beginning, according to the United States Government survey thereof, Hennepin County, Minnesota.

AND

Beginning at a point on the north line of said South Half of the Northwest Quarter a distance of 533 feet westerly of the northeast corner of said South Half of the Northwest Quarter; thence westerly, along said north line, a distance of 250 feet; thence southerly, parallel with the east line of said South Half of Northwest Quarter, to a point 750 feet northerly of the south line of said South Half of the Northwest Quarter, said 750 feet measured at right angles with said south

line; thence easterly parallel with said south line, a distance of 250 feet; thence northerly, parallel with said east line to said point of beginning. Being in Section 5, Township 118 North, Range 22 West, Hennepin County, Minnesota.

AND

That part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, described as follows: Commencing at the Northeast corner of said South 1/2 of the Northwest 1/4; thence South along the East line of said South 1/2 of the Northwest 1/4 a distance of 579.34 feet; thence deflect 89 degrees 15 minutes right a distance of 283 feet; thence deflect 90 degrees 45 minutes right a distance of 578.47 feet to the North line of said South 1/2 of the Northwest 1/4; thence East along said North line a distance of 283 feet to the point of beginning.

Section 2. Effective Date. This amendment shall take effect immediately upon its passage.

ADOPTED by the Plymouth City Council this 8th of March, 2016.

Kelli Slavik, Mayor

ATTEST:

Sandra R. Engdahl, City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION APPROVING FINDINGS OF FACT FOR THE REZONING OF LAND LOCATED AT 5915 DUNKIRK LANE, AND 16815, 16845, AND 16935 COUNTY ROAD 47 (2015114)

WHEREAS, Estate Development Corporation has requested reclassification of the zoning from FRD (future restricted development) to RSF-3 (single family detached 3) for the roughly 15.6-acre site presently addressed as 5915 Dunkirk Lane and 16815, 16845, and 16935 County Road 47, and presently legally described as follows:

Part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118, Range 22, Hennepin County, Minnesota, described as follows: Commencing at a point on the North line of said South 1/2 of the Northwest 1/4 a distance of 283 feet West of the Northeast corner of said South 1/2 of the Northwest 1/4; thence West along said North line a distance of 250 feet; thence deflect 89 degrees 03 minutes left a distance of 577.60 feet; thence deflect 90 degrees 45 minutes left a distance of 250 feet; thence deflect 89 degrees 15 minutes a distance of 578.47 feet to the point of beginning, Hennepin County, Minnesota.

AND

That part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118 North, Range 22, West of the 5th Principal Meridian, described as follows: Commencing at a point on the North line of said South 1/2 of the Northwest 1/4 a distance of 783 feet West of the Northeast corner of said South 1/2 of the Northwest 1/4; thence West along said North line a distance of 280 feet; thence deflect 89 degrees 03 minutes left, a distance of 825.75 feet; thence deflect 90 degrees 45 minutes left, a distance of 280 feet; thence deflect 89 degrees 15 minutes left, a distance of 826.72 feet to the point of beginning, according to the United States Government survey thereof, Hennepin County, Minnesota.

AND

Beginning at a point on the north line of said South Half of the Northwest Quarter a distance of 533 feet westerly of the northeast corner of said South Half of the Northwest Quarter; thence westerly, along said north line, a distance of 250 feet; thence southerly, parallel with the east line of said South Half of Northwest Quarter, to a point 750 feet northerly of the south line of said South Half of the Northwest Quarter, said 750 feet measured at right angles with said south line; thence easterly parallel with said south line, a distance of 250 feet; thence northerly, parallel with said east line to said point of beginning. Being in Section 5, Township 118 North, Range 22 West, Hennepin County, Minnesota.

AND

That part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, described as follows: Commencing at the Northeast corner of said South 1/2 of the Northwest 1/4; thence South along the East line of said South 1/2 of the Northwest 1/4 a distance of 579.34 feet; thence deflect 89 degrees 15 minutes right a distance of 283 feet; thence deflect 90 degrees 45 minutes right a distance of 578.47 feet to the North line of said South 1/2 of the Northwest 1/4; thence East along said North line a distance of 283 feet to the point of beginning.

WHEREAS, the Planning Commission has reviewed said request at a duly called public hearing and recommends approval; and

WHEREAS, the City Council has adopted an ordinance rezoning the affected parcel from FRD to RSF-3.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request for reclassification of the zoning from FRD to RSF-3 for the roughly 15.6-acre site located at 5915 Dunkirk Lane and 16815, 16845, and 16935 County Road 47 (as presently legally described above), based on the following findings:

1. The requested RSF-3 zoning classification is consistent with the LA-R2 guiding of the site.
2. The proposal would comply with city standards.
3. The proposed density would be consistent with the LA-R2 guiding of the site.
4. Adequate infrastructure would be available to support RSF-3 zoning and the proposed development for the site.

ADOPTED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day of _____, _____.

City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE No. 2016-

ORDINANCE AMENDING CHAPTER 21 OF THE CITY CODE TO CLASSIFY CERTAIN LAND LOCATED AT 5915 DUNKIRK LANE, AND 16815, 16845, AND 16935 COUNTY ROAD 47 (2015114)

Ordinance No. 2016- amends Chapter 21 of the City Code to classify certain land located at 5915 Dunkirk Lane, and 16815, 16845, and 16935 County Road 47 (2015114).

A printed copy of the entire ordinance is available for inspection at the City Clerk's Office during regular office hours.

APPROVED for summary publication by the City Council this 8th day of March, 2016.

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION APPROVING A PRELIMINARY PLAT FOR ESTATE DEVELOPMENT CORPORATION FOR “DUNKIRK GATEWAY” FOR PROPERTIES LOCATED AT 5915 DUNKIRK LANE, AND 16815, 16845, AND 16935 COUNTY ROAD 47 (2015114)

WHEREAS, Estate Development Corporation has requested approval of a preliminary plat for roughly 15.6 acres of land presently legally described as follows:

Part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118, Range 22, Hennepin County, Minnesota, described as follows: Commencing at a point on the North line of said South 1/2 of the Northwest 1/4 a distance of 283 feet West of the Northeast corner of said South 1/2 of the Northwest 1/4; thence West along said North line a distance of 250 feet; thence deflect 89 degrees 03 minutes left a distance of 577.60 feet; thence deflect 90 degrees 45 minutes left a distance of 250 feet; thence deflect 89 degrees 15 minutes a distance of 578.47 feet to the point of beginning, Hennepin County, Minnesota.

AND

That part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118 North, Range 22, West of the 5th Principal Meridian, described as follows: Commencing at a point on the North line of said South 1/2 of the Northwest 1/4 a distance of 783 feet West of the Northeast corner of said South 1/2 of the Northwest 1/4; thence West along said North line a distance of 280 feet; thence deflect 89 degrees 03 minutes left, a distance of 825.75 feet; thence deflect 90 degrees 45 minutes left, a distance of 280 feet; thence deflect 89 degrees 15 minutes left, a distance of 826.72 feet to the point of beginning, according to the United States Government survey thereof, Hennepin County, Minnesota.

AND

Beginning at a point on the north line of said South Half of the Northwest Quarter a distance of 533 feet westerly of the northeast corner of said South Half of the Northwest Quarter; thence westerly, along said north line, a distance of 250 feet; thence southerly, parallel with the east line of said South Half of Northwest Quarter, to a point 750 feet northerly of the south line of said South Half of the Northwest Quarter, said 750 feet measured at right angles with said south line; thence easterly parallel with said south line, a distance of 250 feet; thence northerly, parallel with said east line to said point of beginning. Being in Section 5, Township 118 North, Range 22 West, Hennepin County, Minnesota.

AND

That part of the South 1/2 of the Northwest 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, described as follows: Commencing at the Northeast corner

of said South 1/2 of the Northwest 1/4; thence South along the East line of said South 1/2 of the Northwest 1/4 a distance of 579.34 feet; thence deflect 89 degrees 15 minutes right a distance of 283 feet; thence deflect 90 degrees 45 minutes right a distance of 578.47 feet to the North line of said South 1/2 of the Northwest 1/4; thence East along said North line a distance of 283 feet to the point of beginning.

WHEREAS, the Planning Commission has reviewed said request at a duly called public hearing and recommends approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Estate Development Corporation for a preliminary plat for Dunkirk Gateway, subject to the following conditions:

1. A preliminary plat is approved for 31 single-family lots, in accordance with the plans received by the city on January 27, 2016, except as may be amended by this resolution.
2. Approval of the preliminary plat is contingent upon City Council approval of the rezoning of the site.
3. **Prior to commencement of grading operations**, the developer shall install and request inspection of tree preservation fencing and silt/erosion control fencing.
4. **Prior to recording the final plat**, the developer shall:
 - a) Remove the existing structures from the 16815, 16845, and 16935 County Road 47. Demolition permits are required for removal of those existing structures.
 - b) Provide a separate ten-foot wide trail easement along the north side of those properties that abut County Road 47.
 - c) Execute the development contract and provide the related financial guarantees and fees.
 - d) Receive city approval of final construction plans.
 - e) Revise the plat to rename the westernmost street from Fountain Court North to Garland Lane North.
 - f) Pay the required park dedication fee.
 - g) Revise the drawings so that the wetland buffers lie within a drainage and utility easement.
 - h) Obtain an encroachment agreement for retaining walls that would lie within a drainage and utility easement.
5. **Prior to issuance of building permits for lots abutting wetlands**, permanent wetland buffer monument signs shall be installed pursuant to ordinance requirements.
6. The developer shall notify potential buyers about the future southerly roadway extension of Fountain Lane North.
7. The developer shall provide a temporary cul-de-sac turn-around at the south terminus of Fountain Lane North.

8. The developer shall post a sign near the south terminus of Fountain Lane North to notify passersby that the street will be extended in the future.
9. Upon submission of the final plat application, the developer shall submit homeowner's association documents for city review. The homeowner's association documents shall address: a) responsibilities for maintenance and repair of developer-installed retaining walls, wetland buffers, buffer monuments, sidewalks, and any subdivision signage, and b) prohibition of structures and clearing of native vegetation within wetland buffers.
10. Vehicular driveway access is denied from the westernmost street (to be called Garland Lane North) to the west side of Lots 22, 23, and 24, Block 1, making the yard areas between the rear of the homes on those lots and Garland Lane North an "equivalent" yard.
11. The tree inventory plan has already taken into account the future removal of trees on Lots 1 and 2 of Block 2 (as shown on the preliminary plat) when that area is developed/final platted as a second phase of this subdivision in the future, provided replacement trees (per the landscape and tree replacement plan) are planted on those lots upon construction of new homes.
12. Secondary access for the development is hereby waived. Note that secondary access (via future southerly extension of Fountain Lane North) would be provided if and when property to the south is subdivided in the future.
13. Standard Conditions:
 - a. No building permits, including those for a model home, shall be issued until the final plat is filed and recorded with Hennepin County and the streets and utilities are installed.
 - b. Development standards and setbacks for this plat shall comply with the RSF-3 zoning standards. No variances are granted or implied.
 - c. Any signage shall require separate permits and shall comply with the city's sign regulations.
 - d. The sidewalks shall be installed at the same time the streets are installed.
 - e. Submit fire flow calculations with the final plat application.
 - f. Separate building permits are required for retaining walls 48 inches in height or higher. Additionally, a fence shall be installed at the top of retaining walls that exceed four feet in height.
 - g. Compliance with the city's tree preservation, reforestation, and restitution regulations.
 - h. Removal of all hazardous trees at the owner's expense.
 - i. No trees shall be planted in the boulevard.
 - j. This approval shall expire one year after the date of approval, unless the property owner or applicant has applied for final plat approval, or unless the applicant, with the consent of the landowner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 510 of city code.

ADOPTED by the City Council on this 8th day of March, 2016.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on March 8, 2016 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____ day
of _____, _____.

City Clerk

To: Dave Callister, City Manager

**REGULAR
COUNCIL MEETING**

Prepared by: Luke Fischer, Administrative Services Director

March 8, 2016

Item: Consider Council Goals and Legislative Priorities for 2016

1. ACTION REQUESTED:

Adopt the attached resolution adopting the Council Goals and Legislative Priorities for 2016.

2. BACKGROUND:

The Council met in a study session on February 16, 2016 to review its Goals, Legislative Agenda, and Departmental Work Plans for the upcoming year. This organizational planning establishes priorities for the Council and staff for the upcoming year. This year, the Council has elected to formally adopt its goals and legislative priorities (as it has in the past) and accepted departmental work plans at its study session.

Goal Setting

The Council's goals have remained largely constant over time. The goals focus in on broad themes, rather than actions or tactics.

Legislative Priorities

This year, the Council refined its legislative priorities – adding more clarity to its advocacy efforts. While the Legislative Priorities stake out the City's position on certain items, the Council has recognized other groups that represent its interests in St. Paul – primarily the Metropolitan Legislative Commission, Metro Cities, the League of Minnesota Cities, and the Minnesota Chiefs of Police Association. The draft legislative priorities are comingled – advocating among different levels of government. Staff may develop specific and expanded literature as needs warrant.

3. BUDGET IMPACT:

N/A

4. ATTACHMENTS:

Draft City Council Goals
Draft Legislative Priorities
Resolution

Protect Plymouth's Strong Financial Position.

Maintain Plymouth's fiscal health by ~~crafting~~ implementing long-term revenue and expenditure plans to ensure sustainable operations ~~at a fair and equitable tax rate with a reasonable tax level.~~ Seek creative ~~Utilize non-property tax~~ funding sources, where appropriate.

Monitor Economic Challenges.

Continue to evaluate and prioritize services. Seek innovative solutions to maintain high quality core services, promote financial transparency and protect Plymouth's strong financial position and quality of life.

Provide Efficient and Effective Services.

Continue to explore partnerships with neighboring communities, school districts, businesses, watersheds, and other agencies to decrease costs through shared services and to eliminate duplicate efforts. Streamline ~~business~~ processes through the use of technology, including website enhancements, e-permits and expanded credit card processing. Evaluate community trends and consider associated facility and service needs.

Promote Transportation Solutions.

Focus on improvements to Highway 169, Highway 55 and ~~BRT~~ continue to explore other transportation options. Seek funding partners for ~~bridge crossings of major rail lines~~ rail crossing improvements and I-494 crossing improvements.

Pursue Northwest Greenway.

As development of northwest Plymouth progresses, continue planning and ~~begin~~ continue construction of the Northwest Greenway and park system amenities, ~~as directed by voter referendum.~~

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Continue Environmental Initiatives.

Collaborate with watershed agencies to ensure effective progress on water quality mandates. Continue energy conservation efforts in city buildings, and promote recycling ~~of expanded waste streams~~.

Continue Proactive Public Safety Initiatives.

Continue proactive policing strategies using technology and collaboration to promote and enhance livability. Build on the successes of fire prevention and fire service programs for a safe community.

Protect the City's Infrastructure Investment.

Ensure that the city can protect and enhance the useful life of City assets (streets, utilities, parks, trails, facilities, and fleet). Continue to monitor financial resources and economic conditions, and consider timing with regard to infrastructure needs as identified in the Capital Improvement Program.

Consider Development and Redevelopment Requests.

Continue to carefully consider land use related to development and redevelopment to ensure a well planned community with a varied tax base. ~~Begin Economic Development program and efforts~~ Build on Plymouth Proud business initiatives.

EXECUTIVE SUMMARY

The City of Plymouth functions in a multijurisdictional environment and is often subject to mandates from the State of Minnesota, Hennepin County, the Metropolitan Council, and various watershed districts. This legislative agenda is intended to advocate for the community's residents and businesses, reduce waste and duplication of services, and enable the city to govern itself.

I. TRANSPORTATION

To efficiently transport commuters and promote business growth, the city encourages the legislature to identify long-term funding sources with growth potential to allow for the construction and maintenance of efficient transit and highway systems this session. Specifically, Plymouth supports the following:

Suburban Transit. The city supports preservation of suburban transit, expansion of the transit taxing district, and maintain full MVST funding to suburban transit providers. (Metropolitan Council, State of Minnesota)

Highway 169. The city supports improvements to Highway 169 in Plymouth. (Metropolitan Council, State of Minnesota)

Rockford Road Bridge. The city seeks funding to replace the bridge over Interstate 494 at Rockford Road. (Hennepin County, State of Minnesota)

County Road Maintenance Budgets. The city supports adequate funding for maintenance, repair, and timely replacement of the county road systems within Plymouth. (Hennepin County)

Highway 55 BRT. The city supports the continued study and funding for a Bus Rapid Transit Corridor on Highway 55. (State of Minnesota)

Transit Study. The city supports additional study of transit corridors through Plymouth. (Hennepin County, Metropolitan Council, State of Minnesota)

Safe Rail Crossings. The city seeks funding to improve/enhance the safety of rail crossings including the construction of bridges, improvements which would enable a whistle ban in Plymouth. (State of Minnesota)

Utility Coordination on Transportation Projects. The city supports legislation that would compel utility companies to complete improvements associated with a public transportation project in a timely manner – or enable the city to engage a private contractor to complete the work at the utility's expense. (State of Minnesota)

II. GENERAL GOVERNMENT

Local Control. The city opposes legislation that erodes local decision making and control. The city believes that decision making happens best at the local level. (Metropolitan Council, State of Minnesota) local control or creates mandates without a corresponding state appropriation or funding mechanism.

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Mandates. Remove unnecessary reporting and other mandates and provide a funding source for state-required mandates. (State of Minnesota)

Levy Limits. The city opposes levy limits. State-imposed limits on local decision making are inconsistent with local accountability. (State of Minnesota)

Improving Public Access to Information. The city supports legislation that would enable it to meet its official notice publication requirements on its website, rather than a designated newspaper. (State of Minnesota)

Water Management. The city must meet water quality standards from the Minnesota Department of Natural Resources, Board of Soil and Water Resources, Elm Creek Watershed District, Minnehaha Creek Watershed District, Shingle Creek Watershed District, Bassett Creek Watershed District, Metropolitan Council, United State Environmental Pollution Agency, Army Corps of Engineers, Minnesota Department of Health, Minnesota Pollution Control Agency, and Hennepin County. The city of Plymouth supports process improvements to streamline applications and standards.

Elections. The city supports a condensed early voting period, rather than an extended no-excuse absentee process. [\(State of Minnesota\)](#)

~~2-III. Fiscal Reform~~ FISCAL REFORM:

The city supports fiscal reforms that foster local independence from the state.

No Expansion of Local Government Aid. The city does not support the expansion of Local Government Aid and favors local autonomy and parity among like communities. Any city not receiving LGA should be free from any levy limits imposed by the state. (State of Minnesota)

No Expansion of Fiscal Disparities. The City of Plymouth contributes 37% of its tax base to fiscal disparities and does not support the expansion of the Program as a tool to appropriately balance the city's tax base. The city opposes any legislation that would repurpose fiscal disparity contributions for special projects. (State of Minnesota)

No Creation of the Home Grown Housing Fund. The Minnesota Housing Partnership has proposed an initiative to create a new funding source to pool one-third of the growth in tax capacity above \$350,000 on owner-occupied homes (fiscal disparities approach). The revenue generated from the pooled capacity would be administered by counties who develop housing strategies to use these funds to meet their communities' needs. The city believes that these decisions are best made at the local level – rather than the county level. The City strongly opposes any effort that in effect, transfers local property tax base and/or funds to support other public policy objectives. The city should be granted sufficient authority and flexibility to promote housing types that are best suited to meet local needs, public purposes, and goals. (State of Minnesota)

Market Value Exclusion. The city supports the retention of the market value exclusion. The city opposes reinstatement of the Market Value Homestead Credit program. The city believes the Market Value Exclusion phase-out value should be relative to a local housing market and not arbitrarily assigned. (State of Minnesota)

Property Tax Reforms. The city supports property tax relief initiatives that are available directly to the taxpayer, rather than the local government through the Local Government Aid program. (State of Minnesota)

Business Property Tax. The city supports reduction of the statewide business property tax. (State of Minnesota)

Tax Increment Financing (TIF). The city supports increased flexibility in the use of Tax Increment Financing. (State of Minnesota)

~~3-Metropolitan Council. The City supports reform of the Metropolitan Council's make-up and municipal input in this process. A majority of members should be elected officials, appointed from cities and counties in the region. Terms of Metropolitan Council members appointed by the Governor should be staggered and not coterminous with the Governor. The Metropolitan Council should represent the entire region and voting should be structured on population and incorporate a system of checks and balances. The city does not support expansion of the powers, duties, and responsibilities of the Metropolitan Council. Council Make-Up. The city supports a reexamination of the Metropolitan Council's make-up and supports municipal input in this process. (State of Minnesota, Metropolitan Council, State of Minnesota)~~

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~~Statutory Authority. The city supports the legislature confining the Metropolitan Council to its statutory authority. (State of Minnesota, Metropolitan Council, State of Minnesota.)~~

~~Transportation Advisory Board. The city supports a re-examination of the Transportation Advisory Board's make-up and supports municipal input in this process. (Metropolitan Council)~~

IIIIV. PUBLIC SAFETY

Safe Driving/Diversion Programs. The city supports legislation that ensures a traffic diversion program designed to change driver behavior through sound, structured and consistent education as a means to mitigate future traffic violations and make roads safer. The city believes this type of program should focus on improving traffic safety, rather than generating revenue.

Traveling Data. The city supports classifying intelligence information shared by other law enforcement agencies as non-public data. (State of Minnesota)

~~DWI Forfeiture. The city supports existing DWI forfeiture statutes. The city opposes any legislation that would eliminate or restrict DWI forfeiture if the offender installs an ignition interlock system.~~

~~Marijuana. The city opposes the legalization of recreational marijuana use and expansion of the current medical marijuana law to include plant material or any expansion of qualifying medical conditions. The city opposes any changes to the classification of marijuana as a schedule 1 drug, until the Minnesota Department of Health determines its effectiveness.~~

Critical Incident Training. The city supports legislation that would fund Critical Incident Training for law enforcement agencies on calls for service where an individual is experiencing a mental health crisis. (State of Minnesota)

Body Cameras. The city supports classifying and clarifying when body-worn camera footage is public and accessible versus when the footage is non-public while properly balancing both public safety and privacy concerns. (State of Minnesota)

Prescription Drug Take-Back. The city supports legislation requiring allowing pharmacies to "take back" unused prescriptions or over the counter medications at no charge. (State of Minnesota)

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Criminal Background Checks. The city supports legislation preventing individuals who are not legally able to purchase a gun from doing so without a criminal background check where current loopholes exist (guns shows, online, or private transactions). (State of Minnesota)

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IV. SUPPORT FOR REGIONAL ASSETS

Plymouth Ice Center. The city supports a capital appropriation of \$2.12 million for the Plymouth Ice Center renovation. Combined with matching funds from the City of Plymouth, this appropriation will make mandated and energy efficiency updates possible at one of the state's largest and busiest facilities. It will also allow for renovation and remodeling, helping meet long-term demands for regional, state and national amateur sports. (State of Minnesota)

County Road Retaining Walls. The city supports county funding for retaining wall replacement within city limits. The city has identified significant issues on County Road 6 and requests Hennepin County adequately fund and maintain its infrastructure in Plymouth. (Hennepin County)

~~Hennepin County Youth Sports Grant.~~ The City of Plymouth has applied for Youth Sports Grant funding from Hennepin County to support recreational facility projects. The city supports more equitable distribution of funding for the grants county-wide. (Hennepin County)

Submitted by Councilmember Johnson – 2-29-2016
RE: Met Council Make-Up

Current:

Council Make-Up. The City supports a re-examination of the Metropolitan Council's make-up and supports municipal input in this process.

Proposed:

Council Make-Up. The City supports reform of the Metropolitan Council's make-up and municipal input in this process. A majority of members should be elected officials, appointed from cities and counties in the region. Terms of Metropolitan Council members appointed by the Governor should be staggered and not coterminous with the Governor. The Metropolitan Council should represent the entire region and voting should be structured on population and incorporate a system of checks and balances.

Anoka County is calling for the following:

Membership on the Metropolitan Council shall include representation from every metropolitan county government.

CITY OF PLYMOUTH

RESOLUTION No. 2016 -

RESOLUTION ADOPTING 2016 CITY COUNCIL GOALS AND LEGISLATIVE PRIORITIES

WHEREAS, the City Council has placed a high priority on strategic planning for the organization; and

WHEREAS, the City Council met on February 16, 2016 to review its Goals and Legislative Priorities; and

WHEREAS, the City has developed Goals which will guide the Council in its decision making; and

WHEREAS, the City has developed clear legislative priorities to communicate its priorities with the State of Minnesota, Hennepin County, the Metropolitan Council, and other regulatory agencies.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the 2016 City Council Goals and Legislative Priorities are hereby approved.

APPROVED by the City Council on this 8th day of March, 2016.