

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
APRIL 25, 2016
After Board of Appeal Meeting

- 1. WELCOME**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADOPT AGENDA**
- 5. CONSENT AGENDA**
 - A. Accounts Payable
 - B. April 11, 2016, City Council Workshop Minutes
 - C. April 11, 2016, City Council Meeting Minutes
 - D. April 14, 2016, City Council meeting
 - E. April 21, 2016 City Council Workshop
- 6. ADMINISTRATIVE REPORTS**
 - A. West Hennepin Public Safety Monthly Report
 - B. City Engineer Monthly Report
 - C. City Planner Monthly Report
 - D. City Administration Monthly Report
 - E. Public Works Monthly Report
 - F. Quarterly Financial Report
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - A. Consider a Conditional Use Permit to allow automobile and truck repair on the subject of property 5305 Pioneer Creek Trail.
- 9. COUNCIL REPORTS & OTHER BUSINESS**
 - A. Attitude of Gratitude
- 10. VISITORS TO BE HEARD**

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.
- 11. ADJOURNMENT**

CITY OF MAPLE PLAIN

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Payments

Current Period: April 2016

Batch Name	04/14/16 CI	Payment	Computer Dollar Amt	\$15,419.00	Posted	
Refer	0	<u>STANDARD INSURANCE CO</u>				
Cash Payment	G 101-21708	Life Insurance				\$34.50
Invoice		3/17/2016				
Cash Payment	G 101-21710	Extra Life Insurance				\$7.50
Invoice		3/17/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$42.00
Refer	0	<u>NEOFUNDS BY NEOPOST</u>				
Cash Payment	E 101-41500-322	Postage				\$656.85
Invoice		3/31/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$656.85
Refer	0	<u>XCEL ENERGY</u>				
Cash Payment	E 101-43160-381	Electric Utilities				\$2,021.23
Invoice	496155516	4/4/2016				
Cash Payment	E 601-49400-381	Electric Utilities				\$2,577.66
Invoice	494929587	3/24/2016				
Cash Payment	E 101-43160-381	Electric Utilities				\$12.96
Invoice	494714575	3/23/2016				
Cash Payment	E 101-43160-381	Electric Utilities				\$43.36
Invoice	494785310	3/23/2016				
Cash Payment	E 101-43160-381	Electric Utilities				\$20.29
Invoice	494375056	3/21/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$4,675.50
Refer	0	<u>CENTERPOINT ENERGY MINNEGA</u>				
Cash Payment	E 601-49400-383	Gas Utilities				\$202.02
Invoice	7757174-3	3/22/2016				
Cash Payment	E 101-41940-383	Gas Utilities				\$84.97
Invoice	8000014335-6	3/22/2016				
Cash Payment	E 602-49450-383	Gas Utilities				\$84.96
Invoice	8000014335-6	3/22/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$371.95
Refer	0	<u>SUMMIT FIRE PROTECTION</u>				
Cash Payment	E 601-49400-227	Utility Maintenance Supp				\$48.00
Invoice	1114746	3/30/2016				
Cash Payment	E 601-49400-227	Utility Maintenance Supp				\$186.00
Invoice	1114749	3/30/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$234.00
Refer	0	<u>CAREFREE SERVICE INC</u>				
Cash Payment	E 101-43100-311	Contract Service				\$4,921.50
Invoice	28348	4/6/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$4,921.50
Refer	0	<u>MAPLE PLAIN FAMILY CENTE</u>				
Cash Payment	E 601-49400-216	Chemicals & Chemical P				\$12.49
Invoice	50870	3/31/2016				

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Payments

Current Period: April 2016

Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$12.49
Refer	0 <u>HAWKINS INC.</u>					-
Cash Payment	E 601-49400-216 Chemicals & Chemical P					\$393.77
Invoice	3860974	3/31/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$393.77
Refer	0 <u>HEALTHPARTNERS</u>					-
Cash Payment	G 101-21706 Health Insurance					\$4,021.04
Invoice	21979	3/8/2016				
Transaction Date	4/13/2016	Due 0	Bank of Maple Plain	10100	Total	\$4,021.04
Refer	0 <u>MEDIACOM</u>					-
Cash Payment	E 601-49400-309 EDP, Software and Desi					\$89.90
Invoice		3/20/2016				
Transaction Date	4/15/2016	Due 0	Bank of Maple Plain	10100	Total	\$89.90

Fund Summary

	10100 Bank of Maple Plain
602 SEWER FUND	\$84.96
601 WATER FUND	\$3,509.84
101 GENERAL FUND	\$11,824.20
	\$15,419.00

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$15,419.00
Total	\$15,419.00

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Payments

Current Period: April 2016

Batch Name			Computer Dollar Amt	\$69,979.69	Posted
Refer	0 CITY OF INDEPENDENCE				
Cash Payment	G 101-21707 Dental Insurance				\$376.15
Invoice	4/15/2016				
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$376.15
Refer	0 DEPT EMPLOYMENT & EC DEVEL				
Cash Payment	E 101-45200-101 Full-Time Employees - R UNEMPLOYMENT				\$163.46
Invoice					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$163.46
Refer	0 AVENET				
Cash Payment	E 101-41500-309 EDP, Software and Desi				\$550.00
Invoice 38690	4/13/2016				
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$550.00
Refer	0 GOPHER STATE ONE-CALL, INC.				
Cash Payment	E 101-43000-437 Miscellaneous				\$31.90
Invoice 6030538	3/31/2016				
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$31.90
Refer	0 HAWKINS INC.				
Cash Payment	E 601-49400-216 Chemicals & Chemical P				\$75.00
Invoice 3861778	4/1/2016				
Cash Payment	E 601-49400-216 Chemicals & Chemical P				\$15.00
Invoice 3861611	4/1/2016				
Cash Payment	E 601-49400-216 Chemicals & Chemical P				\$496.84
Invoice 3865153	4/1/2016				
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$586.84
Refer	0 HENN COUNTY INFO TECHNOLOG				
Cash Payment	E 101-43000-419 General Rentals				\$74.32
Invoice 1000075461	4/6/2016				
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$74.32
Refer	0 WEST HENNEPIN PUBLIC SAFETY				
Cash Payment	E 101-42110-306 Police Administration APRIL 2016				\$43,794.08
Invoice	4/16/2016				
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$43,794.08
Refer	0 INTERSTATE POWER SYSTEM IN				
Cash Payment	E 601-49400-311 Contract Service				\$2,012.85
Invoice r001112195:01	4/8/2016				
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$2,012.85
Refer	0 MAPLE PLAIN/INDEPENDENCE FIR				
Cash Payment	E 101-42290-307 Fire Administration MAY PYMT FIRE PARTNERSHIP				\$14,839.67
Invoice					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$14,839.67
Refer	0 MEDIACOM				

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Payments

Current Period: April 2016

Cash Payment	E 101-41500-309 EDP, Software and Desi				\$109.95
Invoice					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$109.95
Refer	0 <u>TESSIA MELVIN</u>	-			
Cash Payment	E 101-41500-309 EDP, Software and Desi				\$128.60
Invoice					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$128.60
Refer	0 <u>METRO WEST INSPECTION SERVI</u>	-			
Cash Payment	E 101-42400-308 Building Inspection				\$2,348.81
Invoice					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$2,348.81
Refer	0 <u>NAPA</u>	-			
Cash Payment	E 101-45200-221 Equipment Parts				\$429.61
Invoice					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$429.61
Refer	0 <u>NORMA FRIEDRICHS</u>	-			
Cash Payment	E 101-41500-412 Building Rentals				\$150.00
Invoice					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$150.00
Refer	0 <u>NELSON ELECTRIC MOTOR REPAI</u>	-			
Cash Payment	E 602-49450-311 Contract Service				\$2,212.00
Invoice 7601					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$2,212.00
Refer	0 <u>NYSTROM PUBLISHING CO INC</u>	-			
Cash Payment	E 101-41500-352 General Public Informati				\$549.59
Invoice 29496					
Cash Payment	E 101-41500-322 Postage				\$202.90
Invoice 29496					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$752.49
Refer	0 <u>MN DEPT TRANSPORTATION</u>	-			
Cash Payment	E 101-42110-437 Miscellaneous				\$137.00
Invoice 00000310924					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$137.00
Refer	0 <u>TOSHIBA</u>	-			
Cash Payment	E 101-41500-202 Duplicating & Copying S				\$215.94
Invoice 302148481					
Cash Payment	E 101-41500-413 Office Equipment Rental				\$173.61
Invoice 302148481					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$389.55
Refer	0 <u>UNIFIRST</u>	-			
Cash Payment	E 101-43000-417 Uniform Rentals				\$98.06
Invoice 0900297074					
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total \$98.06
Refer	0 <u>XCEL ENERGY</u>	-			

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Payments

Current Period: April 2016

Cash Payment	E 101-43160-381	Electric Utilities				\$36.91
Invoice	496333839		4/5/2016			
Cash Payment	E 101-41940-381	Electric Utilities				\$15.15
Invoice	496333839		4/5/2016			
Cash Payment	E 101-41940-381	Electric Utilities				\$12.62
Invoice	496333839		4/5/2016			
Cash Payment	E 101-41940-381	Electric Utilities				\$369.63
Invoice	496333839		4/5/2016			
Cash Payment	E 601-49400-381	Electric Utilities				\$108.39
Invoice	496333839		4/5/2016			
Cash Payment	E 602-49450-381	Electric Utilities				\$223.91
Invoice	496333839		4/5/2016			
Cash Payment	E 101-43100-381	Electric Utilities				\$27.74
Invoice	496333839		4/5/2016			
Transaction Date	4/22/2016	Due 0	Bank of Maple Plain	10100	Total	\$794.35

Fund Summary

	10100 Bank of Maple Plain	
602 SEWER FUND		\$2,435.91
601 WATER FUND		\$2,708.08
101 GENERAL FUND		\$64,835.70
		<u>\$69,979.69</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$69,979.69
Total	<u>\$69,979.69</u>

**Maple Plain City Council
Workshop Minutes
April 11, 2016
Maple Plain City Hall**

1. CALL TO ORDER

Mayor Young called the meeting to order at 5:30 p.m.

Present: Councilmembers Justin McCoy, Dave Eisinger, Julie Maas-Kusske, Mike DeLuca and Jerry Young. Also present were City Administrator Tessia Melvin, and representatives from Hennepin County Assessing Department: Wesley Hanson and Robert Winge

2. Board of Equalization

The Local Board of Equalization is set for Monday, April 25 at 6:30 p.m. To date this year the assessor looked at the area of Main Street and the downtown area. Their findings include:

- Houses increase by 5%
- Duplexes increased by 5.8%
- Commercial increased by 1%
- Industrial increased by .1%
- Apartments increased by 2.9%

Overall the City has 661 taxable properties. The taxbase value increased by 3.4%. In 2015 the average house sold for \$212,500 in Maple Plain. In 2016 the average is \$243,900.

Wes and Rob provide some additional training for the Council and answered any questions. They did provide a definition of their work and believe that computers aid the process and fits 90% of properties, but agreed that sometimes their work is off due to certain circumstances and they encourage residents to call with any concerns.

3. MONTHLY UTILITY BILLING

Melvin explained that staff was currently changing all of the fixed rates to be determined monthly rather than quarterly. Melvin reported that some residents had concerned with monthly billing, but most residents are happy with the change.

4. MAPLE PLAIN DAYS UPDATE

Melvin talked with the Council about the recent changes with Independence not being a partner and some of the changes in the Committee. The Council agreed to keep it titled Maple Plain Days and asked staff to look at ways to streamline the planning of the event.

5. OTHER BUSINESS

Melvin provided an update on Collision Corner with their recent count at 62 cars. The Council asked staff to discuss with the City Attorney about the possibility to create a letter that asked for 60 days to provide an update on the pavement of the licensed uses of the right-of-way.

Melvin asked the Council for direction on the fertilizing of the parks and public land. Public Works offered to get trained and buy a spreader. The Council agreed to contract this out to help their workload.

6. ADJOURNMENT

Councilmember Eisinger moved to adjourn the meeting at 6:26 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.

MINUTES
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
APRIL 11, 2016
6:30 PM

1. WELCOME

Mayor Young called the April 11, 2016 City Council meeting to order at 6:30 P.M.

2. CALL TO ORDER

Present: Councilmembers Justin McCoy, Dave Eisinger, Julie Maas-Kusske, Mike DeLuca, and Mayor, Jerry Young. Also present City Administrator, Tessia Melvin, City Engineer, Dan Boyum, and City Attorney, John Thames

3. PLEDGE OF ALLEGIANCE

4. UPDATE FROM COUNTY COMMISSIONER JEFF JOHNSON

County Commissioner Jeff Johnson explained that the he will begin with a County update and then will be happy to answer any questions that the Council may have. Commissioner Johnson explained that Hennepin County has a budget of just under 1.9 billion for this fiscal year with an increase of property values of around 5 percent. Commissioner Johnson expressed some concern with financial constraints in the future, particularly with a steady increase of 5 percent annually. Commissioner Johnson did share that he and the board are looking at updating the County Comprehensive Plan. Commissioner Johnson also expressed interest in revising some of the county social service programs.

Councilmember Eisinger thanked Commissioner Johnson for the faster response times to County roads outside of the downtown loop. City Administrator, Tessia Melvin thanked Commissioner Johnson for such a wonderful staff. The City Council thanked Commissioner Johnson for visiting and making the time to stop by.

5. UPDATE FROM WECAN

Christie Larson from WECAN stopped to give an update to City Council. WECAN is a non-profit group that strives to help families reach self-sustainability. Some programs offered include emergency assistance, food programs, family support, and employment opportunities. Last year in 2015 132 residences were involved in the family support programs, 8 residents were involved in the WECAN Food Distribution program. The mobile market, is a food distribution program that provides food to low income families by providing food in a mobile vehicle to bring the food to the people who need it. Mobile market is not a traditional food shelf, but has been effective in the area with 127 Maple Plain residents that utilized this program last year. Christie Larson shared that City Council may stop by and tour the offices and look together to find additional ways of helping the City and WECAN work together.

City Administrator, Tessia Melvin thanked Christie Larson for presenting tonight here and for the update on all the wonderful things WECAN does for not just Maple Plain, but the

multiple communities in the area.

6. ADOPT AGENDA

Motion by Councilmember Eisinger to adopt the April 11, 2016 City Council Agenda. Seconded by Councilmember McCoy. Motion Passed 5 to 0.

7. CONSENT AGENDA

- A. Accounts Payable
- B. March 28, 2016, City Council Workshop Minutes
- C. March 28, 2016, City Council Meeting Minutes

Motion by City Councilmember McCoy to approve the consent agenda. Seconded by Councilmember DeLuca. Motion Passed.

8. PUBLIC HEARINGS

9. ADMINISTRATIVE REPORTS

City Administrator, Tessia Melvin shared that a financial; quarterly update will be available next meeting, with the monthly department reports.

10. OLD BUSINESS

11. NEW BUSINESS

- A. Set MS4 Annual Meeting Date

City Engineer, Dan Boyum shared that every year in June an annual meeting takes place regarding the City's MS4 permit. There needs to be a public input and updates on what the City has done in the last year as well.

Motion by Councilmember McCoy to set the MS4 meeting date June 13, 2016. Seconded by Councilmember Eisinger. Motion Passed 5 to 0.

City Administrator, Tessia Melvin did note that Thursday April 14th there will be a special City Council meeting to award a bid or bids for the Budd Ave street project. That meeting will be held at 5:30 P.M. and be open to the public. City Administrator, Tessia Melvin thanked City Engineer, Dan Boyum for all the work he has done. Administrator Melvin shared how she has received calls from residents that praise

12. COUNCIL REPORTS & OTHER BUSINESS

- A. Attitude of Gratitude

13. VISITORS TO BE HEARD

Note: This is a courtesy extended to persons wishing to address the council who are not on the agenda. A completed public comment form should be presented to the city administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

Judy Sutherland a resident of Maple Plain asked the City Council about the electricity options and bids for the Maple Plain Museum. Mayor Young asked for Judy Sutherland to work with City Staff to meet the best solution. Councilmember McCoy also mentioned that the decision of if electricity is in the ground or if a generator is used is a decision City Staff should make as well.

14. **CLOSED SESSION: CLOSED MEETING PURSUANT TO THE ATTORNEY-CLIENT TO DISCUSS THE MAGNOLIA 8 V. CITY OF MAPLE PLAIN LAWSUIT**

15. **ADJOURNMENT**

**MINUTES
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
APRIL 14, 2016
5:30 PM**

1. WELCOME

Mayor Young called the April 14, 2016 City Council meeting to order at 5:30 P.M.

2. CALL TO ORDER

Present: Councilmembers Dave Eisinger, Julie Maas-Kusske and Mayor, Jerry Young. Also present City Administrator, Tessia Melvin, and City Engineer, Dan Boyum

Councilmember DeLuca arrived at 6 p.m.

3. PLEDGE OF ALLEGIANCE

4. AWARD BID FOR BUDD AVENUE UTILITY AND REONCSTRUCTION PROJECT

Bids were opened on April 12, 2016. There were a total of 8 bids received. The results are as follows:

Contractor	Alternate Bid No. 1 8/12/16 finish	Alternate Bid No. 2 8/21/16 start
Ryan Contracting Company	\$896,827.15	\$855,296.10
LaTour Construction Inc.	\$965,824.60	\$925,188.85
Widmer Construction LLC		\$939,693.51
Northwest Asphalt, Inc.	\$953,309.10	\$953,309.10
S.R. Weidema, Inc.	\$986,102.50	\$1,050,452.50
Northdale Construction Co. Inc.		\$1,012,790.82
Burschville Construction	\$1,092,651.50	\$1,092,651.50
Geislinger & Sons, Inc.	\$1,119,728.00	

There was much discussion about whether or not to begin the project before Maple Plain Days or after the community event. The Council discussed saving money, timing of the project and weather delays. The low bid was Ryan Contracting Company with a bid of \$885,269 to begin after Maple Plain Days. This bid was about \$200,000 lower than the engineer estimate.

Dan Boyum, City Engineer, commented that due to the utilities that need to be moved, he preferred the later start date and did not believe weather would prevent work from being completed before winter.

Motion by City Councilmember Maas-Kusske to accept the low bid from Ryan Contracting Company at \$896,827.15 and to begin work after Maple Plain Days; seconded by Councilmember Eisinger. Motion Passed 3-1, Councilmember DeLuca voted against the low bid and preferred the work be completed before Maple Plain Days.

5. OTHER BUSINESS

Melvin reported that Councilmember Maas-Kusske will be attending the League June conference in St. Paul. Melvin encouraged all councilmembers to attend. Melvin stated that Councilmember Maas-Kusske had had the question of reimbursement for hotel. Melvin stated that the Employee handbook is not clear on what requirements are necessary for reimbursement. Melvin stated that the conference would be in St. Paul.

The Council decided not to reimburse for lodging as it is within the metro area.

6. ADJOURNMENT

**Motion by City Councilmember Maas-Kusske to adjourn the meeting at 6:40 p.m.
Seconded by Councilmember DeLuca. Motion Passed 4-0.**

MINUTES
MAPLE PLAIN CITY COUNCIL – SPECIAL MEETING
MAPLE PLAIN CITY HALL
April 21, 2016
5:30 PM

1. WELCOME

Mayor Young called the April 21, 2016 City Council meeting to order at 5:58 P.M.

2. CALL TO ORDER

Present: Councilmembers Dave Eisinger, Julie Maas-Kusske, Mike DeLuca, Justin McCoy and Mayor, Jerry Young. Also present City Administrator, Tessia Melvin, and Richard Fursman.

3. TRANSITION OF CITY ADMINSTRATOR

With the recent resignation of City Administrator Melvin, the Council invited Richard Fursman to discuss recruitment for the position. Fursman completed the last recruitment in 2013.

The Council asked staff to ask Jeff Carson to consider the interim position. The projected timeline for the recruitment is as follows:

Deadlines for Applications: May 25

Review of Applications by Council: June 13

Interview of Final Candidates: June 24 and 25

New Person to begin July-August 2016 depending on their schedule

In the interim, the Council agree to increase the Utility Billing Clerk's hours to help out with needed tasks and they gave staff direction to contract out some of the financial requirements to Abdo, Eick and Meyer.

Council asked staff to create a summary of how the transition will look for the Monday, April 25 meeting.

Motion by City Councilmember DeLuca to hire Fursman to complete the search; seconded by Eisinger. Motion Passed 5-0.

4. ADJOURNMENT

Motion by City Councilmember Maas-Kusske to adjourn the meeting at 6:55 p.m. Seconded by Councilmember DeLuca. Motion Passed 5-0.



Date: April 11, 2016
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells *G. Kroells*
SUBJECT: MARCH 2016 ACTIVITY REPORT

The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle accidents, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

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West Hennepin Public Safety Department
1918 County Road 90 / Maple Plain, Minnesota 55359
Phone: (763) 479-0500 / Fax: (763) 479-0504
Web Address: <http://www.westhennepin.com> E-mail: westhennepin@westhennepin.com

Monthly Activity Report March 2016

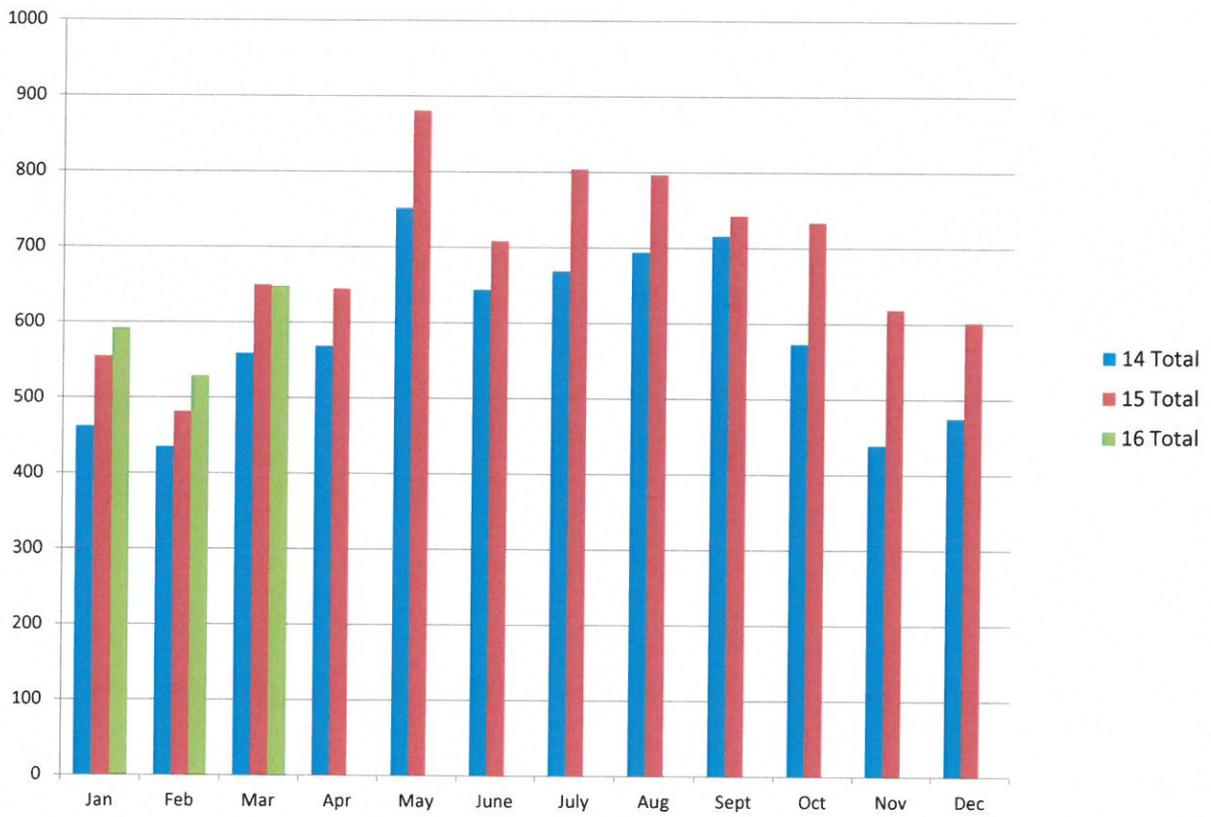
Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	10	2	21	14
Traffic	205	225	543	591
Part III	13	4	38	16
Part IV	28	26	98	95
Part V	141	154	404	380
Total City of Independence	397	411	1,104	1,096
City Of Maple Plain				
Criminal	6	2	14	13
Traffic	78	41	178	118
Part III	5	5	11	17
Part IV	24	30	76	74
Part V	128	115	348	276
Total City Of Maple Plain	241	193	627	498
Grand Total Both Cities	638	604	1,731	1,594
TZD	0	0	0	0
Agency Assists	10	46	43	93
Total ICR Reports	648	650	1,774	1,687
Mileage	12,784	12,798	35,027	33,654
How Received				
Fax	11	19	40	40
In Person	47	43	138	96
Mail	2	2	5	11
Other	3	2	21	8
Phone	31	46	94	107
Radio	187	169	546	513
Visual	312	313	800	802
Email	6	3	12	8
Lobby Walk In	49	53	118	102
Total	648	650	1,774	1,687

March 2016 Criminal Part I & II
 City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	16001229	Tobacco-Possession by Minor / Speed driving 20 mph over speed limit /	42435	5	42435	M3005
WHPS	16001252	Theft of Large Bell	42436	4	42436	TB019
WHPS	16001289	Drugs-Small Amt of Marijuana in M-V /	42437	3	42437	DA540
WHPS	16001309	Drugs-Paraphernalia Possession	42438	3	42438	JGW01
WHPS	16001333	4th Degree DWI / Open Bottle	42440	3	42440	JFW01
WHPS	16001538	3rd Degree DWI	42448	3	42448	DA540
WHPS	16001548	Drugs-Small Amt of Marijuana in M-V	42448	3	42448	JEW01
WHPS	16001548	2nd Degree DWI/ Open Bottle / Vehicle Forfeiture	42448	3	42448	JEW01
WHPS	16001701	Mailbox Damage	42455	3	42455	P3129
WHPS	16001709	3rd Degree DWI	42455	4	42455	JFW01
WHPS	16001788	4th Degree DWI / Drugs - Possession of Drug Paraphernalia / Open Bottle	42460	3	42460	JGW01

March 2016 Criminal Part I & II
 City of Maple Plain Grid # 1-2

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	16001248	Domestic Abuse Violate No Contact Order	42436	1	42436	N2390
WHPS	16001365	Reckless Driving / Open Bottle in M-V- Possession / Drugs-Small Amt of Marijuana in M-V	42440	1	42440	DA540
WHPS	16001403	Drive after CAN-IPS	42442	1	42442	J2901
WHPS	16001507	4th Degree DWI	42446	1	42446	JGW01
WHPS	16001703	Shoplifting	42455	1	42455	U328D
WHPS	16001788	4th Degree DWI / Open Bottle / Possession of Drug Paraphernalia	42460	1	42460	JGW01



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY

March 2016 Activity Report

Year to Date Activity Report

At the end of March 31, 2016, West Hennepin Public Safety (WHPS) handled a total of 1,774 incident complaints; 627 in Maple Plain and 1,147 in Independence. This is an increase of 87 incidents compared to the same time frame last year.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

Recent Highlighted Cases:

Mental Health Hold

Mar 1 At 1:38 p.m., assisted Hennepin County Human Services in the 1500 block of Howard Avenue, Maple Plain, with an individual that was not taking medications as directed by a civil order. Information was received that the party had been violent in the past, so police assistance was requested. The 48 year old male was cooperative and was transported to the hospital by North Memorial Ambulance.

Theft of Services

Mar 1 Caller reported a theft of services in the 5300 block of Highway 12. A party had been evicted for nonpayment of rent. The party agreed to pay the money owed, but had failed to do so.

Traffic Complaint

Mar 1 Caller reported a school bus pulled out in front of her at Pagenkopf Road and Budd Street, and she had to brake hard to avoid striking it. The bus company was notified of the complaint and they were asked to speak with the driver about it.

Fall

Mar 3 At 12:48 p.m., in the 5100 block of Industrial Street, Maple Plain, a male was reported to have fallen from a ladder. He sustained a broken arm. MPFD assisted and North Ambulance transported him to the hospital.

Child Custody Dispute

Mar 5 At 11:42 a.m., in the 5200 block of Manchester Drive, a female reported that her ex-husband had violated a child custody order by refusing to allow the mother to take the child. The child's father advised that he had filed for emergency custody due to alleged physical and emotional endangerment. The father was not able to produce the proper legal documentation and he was advised to allow the mother to have the child or he would be in violation of the court order.

Hazardous Waste Complaint

Mar 7 At 8:18 a.m., in the 5200 block of Highway 12, Maple Plain, a Maple Plain city employee advised of several containers of hazardous waste that had been placed on a table alongside the highway with a "Free" sign of them. The business owner was contacted and he advised that he had told his employees to dispose of the items but he was not aware that his employees had placed them alongside the highway to dispose of them. He stated he would have the employees remove the items and dispose of the properly.

Court Order Violation

Mar 7 At 10:48 a.m., an officer stopped a vehicle for a seatbelt violation at Highway 12 and Budd Avenue, Maple Plain, and discovered that the female passenger had an active Order for Protection against the male driver. The female advised that she had made a court hearing to dismiss the Order for Protection but had not appeared in court for it. The male was arrested for the violation and transported to the Hennepin County Jail.

Theft

Mar 7 At 5:13 p.m., a resident in the 4500 block of Shady Beach Circle, Independence, reported that an approximately 125-year-old school bell was stolen from the property. It is not known exactly when the theft occurred. The bell is grey and mounted on black metal supports, with the letters BNCO stamped on the top of it. It is estimated to weigh over 200 pounds. The case is under investigation

Property Damage Crash

Mar 8 At 8:47 a.m., a property damage crash was reported in the 4900 block of County Road 6, Independence. An inattentive male driver was eastbound on CR 6 when he noticed a school bus was stopped with another vehicle behind it. The driver slammed on his brakes and his vehicle spun around, striking the stopped vehicle. The driver was cited for fail to drive with due care.

Agency Assist / Carver County Water Incident

Mar 8 At 2:41 p.m., the officer on duty monitored a request for Hennepin County Water Patrol to assist with a male through the ice on Oak Lake and Carver County Road 20, just west of the Hennepin County border. Being familiar with the area, the officer responded and coordinated with the Watertown Fire officer that was on scene. Hennepin County Water Patrol responded with their airboat and transported the party back to shore after Watertown Fire got the party out of the water. Ridgeview ambulance evaluated his condition and it is not known if he was transported to the hospital.

Mental Problem

Mar 9 At 11:41 a.m., a party was reported to be hallucinating in the 3600 block of Ihduhapi Trail, Independence. The male stated he felt he had been drugged and requested to be taken to the hospital. A Health and Welfare Hold was placed on the male and he was transported to the hospital by North Memorial Ambulance.

4th Degree DWI

Mar 9 A caller reported a vehicle all over the road at 8:50 p.m. in the area of Game Farm Road and County Road 6, Independence. The driver, Susan Slocum, 54, from Mayer was arrested for 4th Degree DWI. A Breath Test was administered, resulting in .09% Alcohol Concentration. The vehicle was impounded and the driver was released to a responsible party.

Damage to Property

Mar 10 At 11:05 p.m., a resident in the 2300 block of Nelson Road, Independence, reported damage to a flood light on the residence. Upon arrival, the officer determined that the flood light was working and no damage had occurred. The resident apologized and the officer cleared.

3rd Degree DWI

Mar 11 At 12:18 a.m., a vehicle was stopped for weaving in the 6000 block of Highway 12, Maple Plain. The driver, Julie Rae Richter-McAlpine, 44, from Buffalo was arrested for 3rd Degree DWI, with a Breath Test of .15% Alcohol Concentration.

Harassment / Dumping Complaint

Mar 11 A resident in the 3100 block of Independence Road, Independence, reported that an unknown person left a bag of horse manure in the caller's driveway with a note attached. The caller stated she felt offended and harassed by this incident.

Property Damage Crash

Mar 11 At 8:36 p.m., a property damage crash occurred at Budd Avenue and Highway 12, Maple Plain. A citation was issued to the driver of a vehicle that failed to yield to a westbound vehicle.

Traffic Complaint

Mar 12 A vehicle was reported to be passing on the shoulder and driving erratically in the area of Halgren Road and Highway 12, Maple Plain. The vehicle was located and it was found to be driven by an elderly driver who was not accustomed to driving at night.

Texting While Driving

Mar 12 While southbound on Baker Park Road, an officer observed a vehicle sitting at a green light for approximately 6 seconds at Baker Park Road and Highway 12, Maple Plain. The officer pulled alongside the vehicle and observed the driver to be looking down at his cell phone. The vehicle was stopped and the driver was issued a citation for Texting While Driving and verbally warned for failing to obey a traffic control device.

Driving After Cancellation-IPS

Mar 13 At 9:17 a.m., while on patrol in the area of Highway 12 and Howard Avenue, Maple Plain, an officer observed a female known to him to have a cancelled driver's license drive past his squad. The vehicle was stopped and the driver arrested for Gross Misdemeanor Driving After Cancellation. The vehicle was impounded, the license plates were removed and destroyed, and the female was transported to the Hennepin County Jail.

Watching TV While Driving

Mar 13 At 11:24 p.m. a westbound vehicle was stopped on Highway 12 near Baker Park Road, for speeding. The driver didn't realize he was going that fast as he was watching a streaming Donald Trump political rally on his cell phone. Driver was cited for speed.

Loud Music

Mar 17 A loud noise complaint in the 5200 block of Manchester Drive, Maple Plain. Upon arrival the officer could not hear any noise coming from the apartment. Contact was made with the renter. He was advised of the complaint and to keep the music down or a citation will be issued.

4th Degree DWI

Mar 17 A caller reported a vehicle that crossed the center and fog line at Highway 12 and Halgren Road, Maple Plain. The driver, 66 year old Stephen Alan Slocum, of Eden Prairie was arrested for 4th Degree DWI. A breath test was administered, resulting in .15 percent blood alcohol concentration. The vehicle was impounded and Slocum was transported to Hennepin County Jail.

Illegal Pass

Mar 18 WHPS Officer observed a vehicle stopped in a line of several cars east bound Hwy 12 waiting for a vehicle to turn north on Co 90. An eastbound vehicle suddenly pulled into the right hand turn lane and drove around two other vehicles. The driver admitted to being in a hurry to go around and was aware it is illegal to pass on right when there is a solid white line and turn lane. He was issued a citation for Pass on Right when Prohibited.

Vehicle in the Ditch

Mar 19 A motorist reported he was cutting through on East Rebecca Road in Independence when his vehicle got stuck. He had contacted AAA to tow him out. City of Independence Public Works was advised of poor road conditions and road closed signs were placed.

2nd Degree DWI

Mar 19 At 8:48 p.m. a caller reported a vehicle drove into the Christ Lutheran Cemetery, Independence and turned off all of its lights. WHPS officer observed the vehicle leaving the cemetery and stopped the vehicle. The 31 year old driver, Angela Kay Garrison from Plymouth was found under the influence of alcohol. A breath test was administered, resulting in .21 percent blood alcohol concentration. Garrison was arrested for 2nd Degree DWI, Open Bottle and was booked into the Hennepin County Jail. Garrison's vehicle is pending forfeiture.

Medical / Unconscious

Mar 23 Reported a female was unconscious in the 4900 block of Klaers Drive, Independence. Upon officer arrival found she was conscious but unable to move. She was transported to the hospital by North Memorial Ambulance.

Fall/ Unconscious

Mar 24 WHPS Officer responded to the 2000 block of County Line Road, Independence for a male who had arrived home from the hospital and fell backwards when walking up the stairs. Delano Fire responded and assisted. North Memorial Ambulance transported him to the hospital.

Misc. Assist

Mar 24 A business owner in the 5000 block of Pioneer Creek Drive, Maple Plain reported a male who has mental issues is on the way to their business wanting to pick up property they do not have. The owner was instructed to call 911 if the male came to their business.

Police Assist

Mar 25 A resident in the 4000 block of Drake Drive, Maple Plain reported he was robbed while in Mexico. He said he was forced to withdraw money from an ATM at a dancing club. He needed to make a report with his local police to forward to his bank. Case closed as it did not occur in the United States. He was advised the next time he is robbed in another county to immediately report the incident in that country.

Intoxicated Problem

Mar 25 A resident reported in the 1500 block of Howard Ave., Maple Plain a male came to her residence to pick up his no trespass notice from the property management. The resident did not let him in the residence as he was intoxicated and she could face eviction if she allowed him in the building. The male left on his bicycle without his No Trespassing Notice. The area was search and the male was not located.

Gas Odor

Mar 25 At 9:38 p.m. WHPS received a report in the 9000 block of Highway 12, Independence that a gas line was struck and could smell an odor of gas. Delano Fire responded to assist. Xcel Gas responded to check issues with the gas valve.

Mailbox Damage

Mar 26 Multiple mailboxes were damaged in the 2700, 5500, 5700, 6400 blocks of Pagenkopf Road Independence. A suspect vehicle described to be a black Jeep Grand Cherokee. The area was searched for the vehicle and was unable to locate it. The reporting person thought she knows the person that was smashing mailboxes. The case is pending contact with the registered owner of the vehicle.

Shoplifter

Mar 26 A 60 year old female from Maple Plain was caught shoplifting at the Maple Plain Family Center. The female had put multiple items in her purse. She paid for items in the grocery cart and walked out the door with steaks and other food items in her purse, totaling \$33.23. She was charged with Misdemeanor Theft of Items under \$250.00 and was trespassed from the store.

Crash

Mar 26 WHPS responded to Highway 12 and Valley Road, Independence for a two vehicle crash. The driver reported the vehicle in front of him all of a suddenly slammed on the brakes and started pulling to the side of the road for no reason. The driver did not strike the vehicle and both continued down the road. The vehicles brakes were again slammed on hard and started pulling to the side of the road for no reason. The driver was unable to stop in time and rear ended the vehicle. The lead vehicle's driver stated he was being tailgated and he was trying to pull to the side of the road to let the driver pass him. Both vehicles had damage; both drivers had poor driving conduct. The lead driver was cited for careless driving.

3rd Degree DWI / Property Damage Crash

Mar 26 Received a report of a vehicle that had gone off the roadway and hit trees in the yard of the 5200 block of Lake Sarah Heights Drive, Independence. There were no reported injuries. The driver, Joshua Michael Dzurik, 21 of Loretto submitted a breath sample which resulted in a .20 Breath Alcohol Concentration. Dzurik was arrested for 3rd Degree DWI and was transported down to Hennepin County.

Mail Theft

Mar 28 Resident in the 4000 block of Independence Street, Maple Plain reported theft of mail from his mailbox on Saturday March 26th. His neighbor saw someone stop at the mailbox but had thought someone was dropping someone off. The resident wanted WHPS to know someone is driving around and grabbing mail. If it happens again, he will attempt to get a license plate and call 911.

Ordinance Violation – Public Nuisance Reported

Mar 29 Reported to the Maple Plain Council a business in the 5000 block of Highway 12, Maple Plain failed to comply with their conditional use permit. A letter was given to the owners, outlining their continued violations. The violations are under review of the city attorney.

Credit Card Fraud

Mar 29 Reported in the 6000 block of Highway 12, Independence fraudulent use of a credit card that occurred in states the victim recently traveled through. The card was used in multiple states as well as in Pakistan. The card was canceled and the bank is in the process of refunding his money for approximate loss of over \$1,500. The victim was provided with information regarding identity theft and ways to protect him.

Fraudulent Activity

Mar 30 5000 block of Clayton Drive, Maple Plain, a resident reported someone fraudulently used her business credit card. Approximate total charges in the amount of \$900.00.

Vehicle Crash

Mar 30 Two vehicle crash at Co Rd 11 and Co Rd 92, Independence. A vehicle was stopped at the four way stop sign when her vehicle was rear-ended. The struck vehicle had pulled forward and then stopped suddenly to let another vehicle go through the intersection. The driver thought she was going to continue, moved forward and ran into the back of her vehicle. The driver was issued a citation for Fail to Drive with Due Care.

Missing Person

Mar 31 Caller reported her mother had not been in contact with any family since March 11th. The last known place was in Maple Plain at a motel in the 5300 block of Highway 12, Maple Plain. Contact was made at the motel where the mother was located and was asked to call her daughter to let her know she was okay.

To:	Honorable Mayor and Council, City Staff City of Maple Plain	From:	Dan D. Boyum City Engineer
File:	193801804	Date:	April 21, 2016

Reference: Monthly Engineering Report

The purpose of this update is to provide you with information on various projects and engineering activities since the last report and to date.

Meadows of Maple Plain

- Performed weekly erosion control inspection and prepared list of items to address.

Budd Avenue Improvements

- Continued work on plans and specifications.
- Prepared for and attended meetings in Independence and Maple Plain.
- Opened bids on April 11 and prepared bid review for Special Meeting. The City Council awarded the project to Ryan Contracting on April 14, 2016 to start after the Maple Plain Days Celebration.
- Prepared contract and submitted to the contractor for processing.
- Responded to private utility relocation correspondence.

Downtown Improvements Feasibility Study

- No work done this past month besides comments on grant requirements.

Miscellaneous

1. Prepared monthly engineering report.
2. Attended staff and council meetings.
3. Reviewed well questions from Staff.
4. Met with Staff and property owner on water quality.
5. Reviewed ProtoLab parking lot expansion.

Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Tessia Melvin, City Administrator

Date: April 21, 2016

Re: **Planning Update – March/April 2016**

Meetings:

- **City Council Meeting** – provided February planning report and reviewed April Planning Commission Meeting recommendation.
- **Planning Commission Meetings** – Conditional Use Permit for 5305 Pioneer Creek Trail.
- **Economic Development Authority Meeting** – Meeting to discuss downtown tax increment financing.
- Two staff meetings to discuss current project status/issues – discussed Proto Labs Site Plan Review, Gladview nuisance Issue and downtown redevelopment status and concept plans.
- Meeting with staff to review planning project status.

Correspondence:

Staff has had correspondence with various constituents over the course of the last month, including the following:

- Correspondence with applicant for ProtoLabs site plan expansion.
- Correspondence with attorney/resident for nuisance follow-up on Gladview Lane.
- Follow-up correspondence on Akona property redevelopment submittal.
- Correspondence with downtown developer and City regarding concept site plans/project status.
- Correspondence with TIF consultant pertaining to district establishment.

- Staff has had correspondence with several residents regarding building setbacks, zoning and other related planning questions.



Agenda Information Memorandum
April 25, 2016 - Maple Plain City Council

8. NEW BUSINESS
D. ADMINISTRATION APRIL MONTHLY REPORT

ACTION TO BE CONSIDERED

To approve the April Monthly Report for Administration

FACTS

- Launched CodeRED and have been working with residents to register them into the system. To date, we have ## accounts.
- Attended a regional meeting on fire departments, training and recruitment
- Have been working with Collision Corner on their CUP.
- Completed our Workers Comp Audit
- Met with Common Bond and West Hennepin Public Safety to discuss public safety issues and parking concerns.
- Met with the Maple Plain Days Committee. Some of the work completed to date include:
 - Booked Ladies of Country and Ladies of the 80s for entertainment
 - Booked Chopper to DJ the car show
 - Working on kids activities for the event
 - Sent out market vendor letters, parade letters, sponsorship letters and food vendor letters
 - Blood Mobile will be held on Friday, August 19



Agenda Information Memorandum
April 25, 2016 - Maple Plain City Council

8. NEW BUSINESS
E. Public Works April Monthly Report

ACTION TO BE CONSIDERED

To approve the April Monthly Report for Public Works

FACTS

- Completed monthly water meter reading. They were able to identify some residential leaks and help residents with any issues.
- Coordinated street sweeping for the beginning of the month followed by hydrant flushing. With our aging infrastructure there were some valve issues and staff is currently working to create a hydrant replacement plan.
- Replaced impeller on pump #1 at lift station and staff is currently getting quotes for a safety grate/net for wet well at lift station.
- Received pallet racking for the shop to improve safety and utilize space.
- Staff is currently working with RC Electric to restore direct power for Historical Library
- Completed multiple water test for MDH(required)
- Staff attended safety training in Long Lake.

1.



Agenda Information Memorandum
 April 25, 2016 - Maple Plain City Council

6. ADMINISTRATIVE REPORTS
A. QUARTERLY FINANCIAL REPORT

**YEAR TO DATE
 EXPENSES**

General Fund

Fund	2013 Budget	2013 Actual	2014 Budget	2014 Actual	2015 Budget	2015 Actual	2016 Budget	2016 To Date
General	\$1,590,133	\$1,796,338	\$1,418,036	\$1,371,277.82	\$1,402,646	\$1,468,595	\$1,636,708	\$296,618.73
Community Events	\$0	\$31,804	\$0	\$38,173	34,159	24,385	\$29,030	\$0
Water Fund	\$377,255	\$377,525	\$408,960	\$416,180	\$412,342	\$369,571		
Sewer Fund	\$334,694	\$285,086	\$376,337	\$341,669.96	\$476,827	\$334,094		
Storm Water Fund	\$56,980	\$68,072	\$57,048	\$56,485.31	\$50,334	\$43,301		
Fire	\$295,201	\$305,335	\$325,201	\$297,832	\$355,201	\$350,554		

General Fund

Here are some areas to note:

- Financial Services was budgeted for \$5,300, and we are currently at \$8,416. These costs are to assist with Fund Accounting, Month End and the transition of payroll

- Shop Materials for Public Works is currently over, as many shop improvements have been made including a new heater in the pump house and some additional items for safety improvements
- The Building Repair and Maintenance is currently over due to the purchase of pallet racking to meet some of OSHAs requirements

Overall, we are currently at 18% of our first Quarter expenditures.

Community Fund

No expenses have been made yet, but we will be paying for entertainment soon.

Water Fund

1. The Water Fund was healthy and water sales remained the same. Currently the expenditures are at 11%.
2. Many improvements have been made at the water treatment plant and lift stations.

Storm Water Fund and Sewer Fund

1. The current line-item for Collected for Other Agencies should be moved to Other Consulting Services. This is for the Met Council I&I Fees. The good news is that our payments went from \$231,156 in 2015 to \$168,132 in 2016, due to our work on combatting I&I.
2. We are currently at 37 percent for the year.
3. The storm water, when the one item is changed, will be at 27%.

Fire

1. Fire Department continues to run on an efficient and effective budget.

YEAR TO DATE

REVENUES

General Fund

Fund	2013 Budget	2013 Actual	2014 Budget	2014 Actual	2015 Budget	2015 Actual	2016 Budget	2016 To Date
General	\$1,375,133	\$1,380,086.24	\$1,683,451	\$1,742,902.52	\$1,629,731	\$1,694,689	\$1,651,388	\$99,961
Community Events	\$0	\$17,144.42	\$0	\$22,116.05	\$25,750	\$35,524	\$25,750	

Water Fund	\$418,066	\$452,662	\$418,066	\$410,443	\$438,060	\$423,660	\$500,866	\$116,635
Sewer Fund	\$379,556	\$449,982.34	\$379,556	\$340,712	\$398,490	\$342,887	\$407,302	\$83,149
Storm Water Fund	\$0	\$88,359.81	\$74,950	\$83,073	\$74,950	\$83,866	\$126,583	\$18,368
Fire	\$0	\$361,119.67	\$373,201	\$364,731	\$373,201	\$354,444	\$381,960	\$120,949

General Fund

1. Building Permits Revenue is over the anticipated amount due to Meadows of Maple Plain and Protolab project.
2. We are currently at 6% of our anticipated revenue without any of our taxes collected.
3. Additional revenue collected that was not anticipated are the following:
 - a. Reimbursement for demo of old city hall
 - b. We did receive an additional \$33,000 that does not show until we begin the downtown project

Community Events

We have not received any funds yet

Water Fund

1. We have currently collected 23% of our anticipated revenue in our water sales. A large increase is due to the water connection fees due to new construction.

Sewer Fund

1. We have collected 20% of our anticipated revenue for sewer. A large increase in this enterprise fund is due to sewer connection fees and new construction.

Storm Water Fund

1. Storm water revenues are currently at 15%.

CITY OF MAPLE PLAIN

04/21/16 2:47 PM

quarterly

Page 1

Account Descr	2015 Amt	YTD Budget	2016		%YTD Budget
			YTD Amt	YTD Balance	
FUND 101 GENERAL FUND					
E 101-41110-103 Part-Time Employees	\$23,200.00	\$21,500.00	\$3,650.00	\$17,850.00	16.98%
E 101-41110-121 PERA Contribution	\$231.25	\$300.00	\$37.38	\$262.62	12.46%
E 101-41110-122 FICA Contribution	\$1,488.17	\$1,600.00	\$259.09	\$1,340.91	16.19%
E 101-41110-151 Worker s Comp Insurance	\$101.89	\$100.00	\$0.00	\$100.00	0.00%
E 101-41110-302 Planning Services	\$857.50	\$2,800.00	\$0.00	\$2,800.00	0.00%
E 101-41110-303 Engineering Services	\$1,439.20	\$2,500.00	\$0.00	\$2,500.00	0.00%
E 101-41110-304 Legal Services	\$6,523.82	\$7,960.00	\$737.03	\$7,222.97	9.26%
E 101-41110-319 Other Consulting Services	\$6,875.00	\$0.00	\$490.00	-\$490.00	0.00%
E 101-41110-331 Training & Travel	\$5,224.42	\$3,650.00	\$92.97	\$3,557.03	2.55%
E 101-41110-433 Dues & Subscriptions	\$600.00	\$2,000.00	\$1,062.50	\$937.50	53.13%
E 101-41110-434 Awards & Indemnities	\$313.50	\$990.00	\$0.00	\$990.00	0.00%
E 101-41310-103 Part-Time Employees	\$0.00	\$4,800.00	\$0.00	\$4,800.00	0.00%
E 101-41310-122 FICA Contribution	\$0.00	\$400.00	\$0.00	\$400.00	0.00%
E 101-41310-331 Training & Travel	\$19.21	\$0.00	\$255.00	-\$255.00	0.00%
E 101-41330-302 Planning Services	\$1,120.00	\$3,000.00	\$0.00	\$3,000.00	0.00%
E 101-41330-319 Other Consulting Services	\$0.00	\$0.00	\$230.00	-\$230.00	0.00%
E 101-41410-104 Temporary Employees - Regular	\$0.00	\$3,000.00	\$0.00	\$3,000.00	0.00%
E 101-41410-201 Office Supplies	\$0.00	\$50.00	\$0.00	\$50.00	0.00%
E 101-41410-309 EDP, Software and Design	\$0.00	\$0.00	\$3.00	-\$3.00	0.00%
E 101-41410-351 Legal Notices Publishing	\$0.00	\$200.00	\$0.00	\$200.00	0.00%
E 101-41410-437 Miscellaneous	\$758.02	\$2,500.00	\$907.00	\$1,593.00	36.28%
E 101-41420-351 Legal Notices Publishing	\$474.21	\$1,000.00	\$318.27	\$681.73	31.83%
E 101-41420-353 Ordinance Publication	\$1,713.00	\$2,200.00	\$0.00	\$2,200.00	0.00%
E 101-41500-101 Full-Time Employees - Regular	\$131,453.96	\$128,400.00	\$30,936.96	\$97,463.04	24.09%
E 101-41500-103 Part-Time Employees	\$2,868.00	\$3,000.00	\$1,590.00	\$1,410.00	53.00%
E 101-41500-115 Educational Assistance	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	0.00%
E 101-41500-121 PERA Contribution	\$9,978.26	\$3,000.00	\$2,531.40	\$468.60	84.38%
E 101-41500-122 FICA Contribution	\$10,105.29	\$10,100.00	\$2,405.59	\$7,694.41	23.82%
E 101-41500-131 Employer Paid Health Insurance	\$16,391.54	\$20,900.00	\$3,944.94	\$16,955.06	18.88%
E 101-41500-132 Employer Paid Dental Insurance	\$1,955.51	\$1,600.00	\$260.40	\$1,339.60	16.28%
E 101-41500-133 Employer Paid Life Insurance	\$71.42	\$100.00	\$6.90	\$93.10	6.90%
E 101-41500-151 Worker s Comp Insurance	\$956.17	\$980.00	\$0.00	\$980.00	0.00%
E 101-41500-201 Office Supplies	\$2,559.37	\$2,660.00	\$430.67	\$2,229.33	16.19%
E 101-41500-202 Duplicating & Copying Supply	\$1,396.87	\$1,060.00	\$620.07	\$439.93	58.50%
E 101-41500-204 Envelopes & Letterhead	\$232.49	\$960.00	\$160.09	\$799.91	16.68%
E 101-41500-301 Auditing & Accounting Services	\$25,273.10	\$24,450.00	\$13,000.00	\$11,450.00	53.17%
E 101-41500-309 EDP, Software and Design	\$6,715.40	\$4,200.00	\$1,436.94	\$2,763.06	34.21%

Account Descr	2015 Amt	2016		YTD Balance	%YTD Budget
		YTD Budget	2016 YTD Amt		
E 101-41500-312 Financial Services	\$6,850.00	\$5,300.00	\$8,416.54	-\$3,116.54	158.80%
E 101-41500-321 Telephone	\$2,641.23	\$3,200.00	\$375.75	\$2,824.25	11.74%
E 101-41500-322 Postage	\$3,434.95	\$4,030.00	\$112.48	\$3,917.52	2.79%
E 101-41500-331 Training & Travel	\$3,923.88	\$4,500.00	\$0.00	\$4,500.00	0.00%
E 101-41500-352 General Public Information	\$2,681.44	\$8,000.00	\$0.00	\$8,000.00	0.00%
E 101-41500-361 General Liability Insurance	\$2,763.90	\$2,640.00	\$0.00	\$2,640.00	0.00%
E 101-41500-400 Equipment Repair & Maintenance	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%
E 101-41500-413 Office Equipment Rental	\$5,540.03	\$5,000.00	\$384.23	\$4,615.77	7.68%
E 101-41500-433 Dues & Subscriptions	\$3,102.00	\$3,000.00	\$601.00	\$2,399.00	20.03%
E 101-41500-437 Miscellaneous	\$1,025.23	\$1,600.00	\$181.48	\$1,418.52	11.34%
E 101-41550-201 Office Supplies	\$137.00	\$540.00	\$0.00	\$540.00	0.00%
E 101-41550-305 Assessing Services	\$17,106.90	\$15,510.00	\$0.00	\$15,510.00	0.00%
E 101-41610-304 Legal Services	\$29,269.68	\$28,000.00	\$2,436.36	\$25,563.64	8.70%
E 101-41910-302 Planning Services	\$18,830.00	\$20,000.00	\$7,202.50	\$12,797.50	36.01%
E 101-41940-362 Property Insurance	\$666.00	\$450.00	\$0.00	\$450.00	0.00%
E 101-41940-381 Electric Utilities	\$4,703.00	\$0.00	\$788.10	-\$788.10	0.00%
E 101-41940-383 Gas Utilities	\$3,692.45	\$0.00	\$389.16	-\$389.16	0.00%
E 101-41940-387 Office Lease	\$0.00	\$33,000.00	\$0.00	\$33,000.00	0.00%
E 101-41940-412 Building Rentals	\$31,611.50	\$0.00	\$8,021.04	-\$8,021.04	0.00%
E 101-42110-304 Legal Services	\$18,655.87	\$18,570.00	\$0.00	\$18,570.00	0.00%
E 101-42110-306 Police Administration	\$535,563.74	\$483,694.00	\$95,153.38	\$388,540.62	19.67%
E 101-42110-317 Board & Booking Fees	\$3,010.50	\$3,200.00	\$0.00	\$3,200.00	0.00%
E 101-42110-437 Miscellaneous	\$541.30	\$1,060.00	\$274.00	\$786.00	25.85%
E 101-42290-307 Fire Administration	\$161,795.04	\$178,075.00	\$59,358.68	\$118,716.32	33.33%
E 101-42400-308 Building Inspection	\$6,592.42	\$12,730.00	\$1,021.52	\$11,708.48	8.02%
E 101-42400-438 Collected for Other Agencies	\$585.41	\$2,120.00	\$0.00	\$2,120.00	0.00%
E 101-42500-319 Other Consulting Services	\$527.16	\$540.00	\$0.00	\$540.00	0.00%
E 101-42700-318 Animal Shelter Boarding Fees	\$0.00	\$270.00	\$0.00	\$270.00	0.00%
E 101-43000-101 Full-Time Employees - Regular	\$41,389.66	\$45,600.00	\$11,731.26	\$33,868.74	25.73%
E 101-43000-104 Temporary Employees - Regular	\$9,904.50	\$4,700.00	\$0.00	\$4,700.00	0.00%
E 101-43000-121 PERA Contribution	\$3,054.23	\$4,000.00	\$852.38	\$3,147.62	21.31%
E 101-43000-122 FICA Contribution	\$3,860.96	\$3,800.00	\$831.02	\$2,968.98	21.87%
E 101-43000-131 Employer Paid Health Insurance	\$10,062.22	\$29,500.00	\$3,403.12	\$26,096.88	11.54%
E 101-43000-132 Employer Paid Dental Insurance	\$803.69	\$1,600.00	\$271.21	\$1,328.79	16.95%
E 101-43000-133 Employer Paid Life Insurance	\$67.47	\$100.00	\$14.14	\$85.86	14.14%
E 101-43000-151 Worker's Comp Insurance	\$11,339.67	\$13,000.00	\$0.00	\$13,000.00	0.00%
E 101-43000-201 Office Supplies	\$85.98	\$220.00	\$0.00	\$220.00	0.00%
E 101-43000-211 Cleaning Supplies	\$424.78	\$220.00	\$0.00	\$220.00	0.00%
E 101-43000-212 Motor Fuels	\$5,535.49	\$7,000.00	\$906.11	\$6,093.89	12.94%
E 101-43000-213 Lubricants & Additives	\$194.96	\$790.00	\$0.00	\$790.00	0.00%

Account Descr	2015 Amt	YTD Budget	2016		YTD Balance	%YTD Budget
			YTD Amt	YTD Balance		
E 101-43000-215 Shop Materials	\$3,269.17	\$840.00	\$952.70	-\$112.70	113.42%	
E 101-43000-221 Equipment Parts	\$2,569.61	\$2,000.00	\$972.01	\$1,027.99	48.60%	
E 101-43000-240 Small Tools & Mirror Equipment	\$2,545.75	\$640.00	\$0.00	\$640.00	0.00%	
E 101-43000-303 Engineering Services	\$14,060.70	\$6,500.00	\$2,627.60	\$4,272.40	38.08%	
E 101-43000-321 Telephone	\$3,199.04	\$2,440.00	\$279.58	\$2,160.42	11.46%	
E 101-43000-323 Radio Units	\$0.00	\$470.00	\$0.00	\$470.00	0.00%	
E 101-43000-331 Training & Travel	\$1,134.80	\$1,330.00	\$121.60	\$1,208.40	9.14%	
E 101-43000-362 Property Insurance	\$1,012.00	\$1,250.00	\$0.00	\$1,250.00	0.00%	
E 101-43000-363 Automotive Insurance	\$2,007.00	\$2,870.00	\$0.00	\$2,870.00	0.00%	
E 101-43000-381 Electric Utilities	\$0.00	\$3,500.00	\$0.00	\$3,500.00	0.00%	
E 101-43000-382 Water Utilities	\$512.49	\$1,000.00	\$0.00	\$1,000.00	0.00%	
E 101-43000-383 Gas Utilities	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%	
E 101-43000-385 Sewer Utilities	\$592.24	\$1,400.00	\$0.00	\$1,400.00	0.00%	
E 101-43000-400 Equipment Repair & Maintenance	\$3,607.19	\$2,000.00	\$0.00	\$2,000.00	0.00%	
E 101-43000-401 Building Repair & Maintenance	\$156.92	\$0.00	\$1,754.28	-\$1,754.28	0.00%	
E 101-43000-417 Uniform Rentals	\$2,042.34	\$2,000.00	\$1,078.61	\$921.39	53.93%	
E 101-43000-419 General Rentals	\$700.04	\$0.00	\$212.28	-\$212.28	0.00%	
E 101-43000-433 Dues & Subscriptions	\$375.00	\$330.00	\$0.00	\$330.00	0.00%	
E 101-43000-437 Miscellaneous	\$6,388.30	\$2,070.00	\$156.15	\$1,913.85	7.54%	
E 101-43100-224 Street Maintenance Materials	\$4,189.58	\$7,000.00	\$2,265.21	\$4,734.79	32.36%	
E 101-43100-303 Engineering Services	\$7,081.55	\$4,780.00	\$0.00	\$4,780.00	0.00%	
E 101-43100-311 Contract Service	\$18,477.36	\$10,000.00	\$0.00	\$10,000.00	0.00%	
E 101-43100-361 General Liability Insurance	\$270.95	\$280.00	\$0.00	\$280.00	0.00%	
E 101-43100-381 Electric Utilities	\$720.43	\$690.00	\$821.97	-\$131.97	119.13%	
E 101-43125-101 Full-Time Employees - Regular	\$1,098.35	\$5,700.00	\$1,683.00	\$4,017.00	29.53%	
E 101-43125-102 Full-Time Employees - Overtime	\$2,189.75	\$0.00	\$2,263.65	-\$2,263.65	0.00%	
E 101-43125-121 PERA Contribution	\$151.95	\$400.00	\$271.57	\$128.43	67.89%	
E 101-43125-122 FICA Contribution	\$148.62	\$400.00	\$282.52	\$117.48	70.63%	
E 101-43125-133 Employer Paid Life Insurance	\$0.00	\$0.00	\$0.60	-\$0.60	0.00%	
E 101-43125-229 Sand & Salt Materials	\$3,144.85	\$5,000.00	\$0.00	\$5,000.00	0.00%	
E 101-43160-381 Electric Utilities	\$27,339.05	\$26,000.00	\$7,048.24	\$18,951.76	27.11%	
E 101-45200-101 Full-Time Employees - Regular	\$9,159.20	\$0.00	\$2,514.41	-\$2,514.41	0.00%	
E 101-45200-102 Full-Time Employees - Overtime	\$0.00	\$800.00	\$0.00	\$800.00	0.00%	
E 101-45200-121 PERA Contribution	\$674.10	\$0.00	\$179.64	-\$179.64	0.00%	
E 101-45200-122 FICA Contribution	\$654.60	\$900.00	\$174.67	\$725.33	19.41%	
E 101-45200-132 Employer Paid Dental Insurance	\$0.84	\$0.00	\$0.77	-\$0.77	0.00%	
E 101-45200-133 Employer Paid Life Insurance	\$0.00	\$0.00	\$0.86	-\$0.86	0.00%	
E 101-45200-135 City Volunteer Insurance	\$128.00	\$190.00	\$0.00	\$190.00	0.00%	
E 101-45200-151 Worker s Comp Insurance	\$478.08	\$590.00	\$0.00	\$590.00	0.00%	
E 101-45200-211 Cleaning Supplies	\$2,926.34	\$220.00	\$109.78	\$110.22	49.90%	

Account Descr	2015 Amt	2016 YTD Budget	2016 YTD Amt	2016 YTD Balance	%YTD Budget
E 101-45200-212 Motor Fuels	\$331.88	\$540.00	\$0.00	\$540.00	0.00%
E 101-45200-221 Equipment Parts	\$947.91	\$1,500.00	\$218.38	\$1,281.62	14.56%
E 101-45200-228 Park Equipment Supplies	\$4,203.60	\$2,000.00	\$0.00	\$2,000.00	0.00%
E 101-45200-311 Contract Service	\$3,089.00	\$3,000.00	\$0.00	\$3,000.00	0.00%
E 101-45200-362 Property Insurance	\$5,808.00	\$6,650.00	\$0.00	\$6,650.00	0.00%
E 101-45200-402 Structure Repair & Maintenance	\$0.00	\$1,060.00	\$0.00	\$1,060.00	0.00%
E 101-45200-404 Machinery & Equipment Repair	\$131.40	\$790.00	\$2,536.99	-\$1,746.99	321.14%
E 101-45200-530 Improvements Other Than Bldgs	\$26,398.00	\$20,000.00	\$0.00	\$20,000.00	0.00%
E 101-46300-602 Other Long-Term Debt Principal	\$18,839.70	\$19,669.00	\$0.00	\$19,669.00	0.00%
E 101-46300-612 Other Long-Term Debt Interest	\$2,597.87	\$1,769.00	\$0.00	\$1,769.00	0.00%
E 101-46630-490 Civic Organization Donations	\$5,116.43	\$6,580.00	\$0.00	\$6,580.00	0.00%
E 101-49360-722 Capital Improvement Fund	\$193,615.00	\$193,615.00	\$0.00	\$193,615.00	0.00%
E 101-49360-723 Transfers to WTP Fund	\$30,600.00	\$30,600.00	\$0.00	\$30,600.00	0.00%
E 101-49990-725 Contingencies	\$0.00	\$40,426.00	\$0.00	\$40,426.00	0.00%
FUND 101 GENERAL FUND	\$1,630,055.79	\$1,636,708.00	\$296,618.73	\$1,340,089.27	
FUND 105 COMMUNITY EVENTS FUND					
E 105-45100-311 Contract Service	\$19,007.58	\$15,390.00	\$0.00	\$15,390.00	0.00%
E 105-45100-322 Postage	\$0.00	\$270.00	\$0.00	\$270.00	0.00%
E 105-45100-340 Advertising	\$4,328.20	\$7,000.00	\$0.00	\$7,000.00	0.00%
E 105-45100-410 Rentals (General)	\$10,093.27	\$6,370.00	\$0.00	\$6,370.00	0.00%
FUND 105 COMMUNITY EVENTS FUND	\$33,429.05	\$29,030.00	\$0.00	\$29,030.00	
FUND 351 DEBT SERVICE (CAPITAL PRJTS)					
E 351-47110-601 Bond Principal	\$75,000.00	\$0.00	\$160,000.00	-\$160,000.00	0.00%
E 351-47110-611 Bond Interest	\$30,070.50	\$0.00	\$14,660.00	-\$14,660.00	0.00%
E 351-47110-620 Fiscal Agent s Fees	\$450.00	\$0.00	\$450.00	-\$450.00	0.00%
FUND 351 DEBT SERVICE (CAPITAL PRJTS)	\$105,520.50	\$0.00	\$175,110.00	-\$175,110.00	
FUND 352 2013A GO Bonds					
E 352-47120-601 Bond Principal	\$35,000.00	\$0.00	\$60,000.00	-\$60,000.00	0.00%
E 352-47120-611 Bond Interest	\$6,185.00	\$0.00	\$3,039.50	-\$3,039.50	0.00%
FUND 352 2013A GO Bonds	\$41,185.00	\$0.00	\$63,039.50	-\$63,039.50	
FUND 353 DEBT SERVICE FUND					
E 353-47130-611 Bond Interest	\$46,900.75	\$0.00	\$21,318.75	-\$21,318.75	0.00%
FUND 353 DEBT SERVICE FUND	\$46,900.75	\$0.00	\$21,318.75	-\$21,318.75	
FUND 452 METROPOLITAN COUNCIL GRANT					
E 452-49357-500 Capital Outlay (GENERAL)	\$679,489.11	\$0.00	\$33,046.50	-\$33,046.50	0.00%
FUND 452 METROPOLITAN COUNCIL GRANT	\$679,489.11	\$0.00	\$33,046.50	-\$33,046.50	

Account Descr	2015 Amt	2016 YTD Budget	2016 YTD Amt	2016 YTD Balance	%YTD Budget
FUND 501 WATER FUND					
E 601-49400-101 Full-Time Employees - Regular	\$34,408.68	\$61,600.00	\$7,779.47	\$53,820.53	12.63%
E 601-49400-121 PERA Contribution	\$2,704.29	\$4,500.00	\$562.11	\$3,937.89	12.49%
E 601-49400-122 FICA Contribution	\$2,603.62	\$4,700.00	\$559.68	\$4,140.32	11.91%
E 601-49400-131 Employer Paid Health Insurance	\$8,915.66	\$0.00	\$1,847.22	-\$1,847.22	0.00%
E 601-49400-132 Employer Paid Dental Insurance	\$708.48	\$0.00	\$147.89	-\$147.89	0.00%
E 601-49400-133 Employer Paid Life Insurance	\$0.00	\$0.00	\$2.52	-\$2.52	0.00%
E 501-49400-151 Worker s Comp Insurance	\$1,129.71	\$1,580.00	\$0.00	\$1,580.00	0.00%
E 601-49400-201 Office Supplies	\$0.00	\$220.00	\$0.00	\$220.00	0.00%
E 601-49400-215 Shop Materials	\$0.00	\$320.00	\$0.00	\$320.00	0.00%
E 601-49400-216 Chemicals & Chemical Products	\$8,601.32	\$9,020.00	\$965.49	\$8,054.51	10.70%
E 601-49400-221 Equipment Parts	\$1,394.03	\$3,180.00	\$0.00	\$3,180.00	0.00%
E 601-49400-227 Utility Maintenance Supplies	\$13,996.18	\$10,610.00	\$0.00	\$10,610.00	0.00%
E 601-49400-303 Engineering Services	\$4,466.25	\$6,900.00	\$1,686.50	\$5,213.50	24.44%
E 601-49400-309 EDP, Software and Design	\$3,051.70	\$1,500.00	\$460.36	\$1,039.64	30.69%
E 501-49400-310 Janitorial Services	\$786.08	\$110.00	\$0.00	\$110.00	0.00%
E 601-49400-311 Contract Service	\$40,174.49	\$21,220.00	\$299.40	\$20,920.60	1.41%
E 601-49400-321 Telephone	\$1,931.51	\$1,990.00	\$712.33	\$1,277.67	35.80%
E 601-49400-322 Postage	\$757.31	\$840.00	\$0.00	\$840.00	0.00%
E 601-49400-331 Training & Travel	\$500.00	\$1,220.00	\$450.00	\$770.00	36.89%
E 601-49400-351 Legal Notices Publishing	\$57.83	\$420.00	\$0.00	\$420.00	0.00%
E 601-49400-361 General Liability Insurance	\$970.37	\$1,460.00	\$0.00	\$1,460.00	0.00%
E 601-49400-362 Property Insurance	\$3,249.00	\$4,090.00	\$0.00	\$4,090.00	0.00%
E 601-49400-363 Automotive Insurance	\$651.00	\$720.00	\$0.00	\$720.00	0.00%
E 601-49400-381 Electric Utilities	\$26,042.38	\$28,000.00	\$5,581.31	\$22,418.69	19.93%
E 601-49400-383 Gas Utilities	\$1,514.98	\$2,660.00	\$914.74	\$1,745.26	34.39%
E 601-49400-385 Sewer Utilities	\$0.00	\$690.00	\$0.00	\$690.00	0.00%
E 601-49400-400 Equipment Repair & Maintenance	\$247.53	\$5,000.00	\$0.00	\$5,000.00	0.00%
E 601-49400-404 Machinery & Equipment Repair	\$0.00	\$0.00	\$652.18	-\$652.18	0.00%
E 601-49400-410 Rentals (General)	\$0.00	\$220.00	\$0.00	\$220.00	0.00%
E 601-49400-420 Depreciation Expense	\$155,747.00	\$136,327.00	\$0.00	\$136,327.00	0.00%
E 601-49400-433 Dues & Subscriptions	\$530.20	\$840.00	\$251.73	\$588.27	29.97%
E 601-49400-438 Collected for Other Agencies	\$3,980.00	\$4,720.00	\$985.00	\$3,735.00	20.87%
E 601-49400-601 Bond Principal	\$0.00	\$235,000.00	\$21,600.00	\$213,400.00	9.19%
E 601-49400-611 Bond Interest	\$73,831.50	\$71,221.00	\$35,680.25	\$35,540.75	50.10%
E 601-49400-715 Depreciation Expense Transfer	\$2,800.00	\$2,800.00	\$0.00	\$2,800.00	0.00%
E 601-49400-722 Capital Improvement Fund	\$0.00	\$31,830.00	\$0.00	\$31,830.00	0.00%
E 601-49611-720 Operating Transfers	\$54,028.00	\$53,202.00	\$0.00	\$53,202.00	0.00%
FUND 601 WATER FUND	\$449,779.10	\$708,710.00	\$81,138.18	\$627,571.82	

Account Descr	2015 Amt	2016		YTD Balance	%YTD Budget
		YTD Budget	2016 YTD Amt		
FUND 602 SEWER FUND					
E 602-49450-101 Full-Time Employees - Regular	\$9,658.41	\$13,800.00	\$4,992.28	\$8,807.72	36.18%
E 602-49450-102 Full-Time Employees - Overtime	\$507.08	\$0.00	\$153.30	-\$153.30	0.00%
E 602-49450-121 PERA Contribution	\$754.15	\$1,000.00	\$372.70	\$627.30	37.27%
E 602-49450-122 FICA Contribution	\$718.08	\$1,100.00	\$363.00	\$737.00	33.00%
E 602-49450-131 Employer Paid Health Insurance	\$2,309.72	\$0.00	\$1,236.98	-\$1,236.98	0.00%
E 602-49450-132 Employer Paid Dental Insurance	\$197.43	\$0.00	\$100.93	-\$100.93	0.00%
E 602-49450-133 Employer Paid Life Insurance	\$0.00	\$0.00	\$0.73	-\$0.73	0.00%
E 602-49450-151 Worker's Comp Insurance	\$209.37	\$590.00	\$0.00	\$590.00	0.00%
E 602-49450-201 Office Supplies	\$0.00	\$270.00	\$0.00	\$270.00	0.00%
E 602-49450-221 Equipment Parts	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
E 602-49450-303 Engineering Services	\$11,785.83	\$4,000.00	\$2,381.60	\$1,618.40	59.54%
E 602-49450-309 EDP, Software and Design	\$1,942.95	\$900.00	\$153.63	\$746.37	17.07%
E 602-49450-311 Contract Service	\$61,115.34	\$40,000.00	\$51,609.90	-\$11,609.90	129.02%
E 602-49450-319 Other Consulting Services	\$211,894.87	\$169,000.00	\$14,011.24	\$154,988.76	8.29%
E 602-49450-331 Training & Travel	\$100.00	\$590.00	\$0.00	\$590.00	0.00%
E 602-49450-351 Legal Notices Publishing	\$0.00	\$100.00	\$0.00	\$100.00	0.00%
E 602-49450-361 General Liability Insurance	\$2,674.00	\$120.00	\$0.00	\$120.00	0.00%
E 602-49450-362 Property Insurance	\$59.00	\$70.00	\$0.00	\$70.00	0.00%
E 602-49450-381 Electric Utilities	\$2,381.57	\$4,240.00	\$332.47	\$3,907.53	7.84%
E 602-49450-400 Equipment Repair & Maintenance	\$983.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
E 602-49450-420 Depreciation Expense	\$44,285.00	\$26,276.00	\$0.00	\$26,276.00	0.00%
E 602-49450-433 Dues & Subscriptions	\$2,449.42	\$2,010.00	\$2,479.70	-\$469.70	123.37%
E 602-49450-438 Collected for Other Agencies	\$0.00	\$0.00	\$14,011.24	-\$14,011.24	0.00%
E 602-49450-601 Bond Principal	\$0.00	\$61,500.00	\$47,100.00	\$14,400.00	76.59%
E 602-49450-611 Bond Interest	\$19,688.76	\$18,675.00	\$9,690.63	\$8,984.37	51.89%
E 602-49450-715 Depreciation Expense Transfer	\$2,100.00	\$2,100.00	\$0.00	\$2,100.00	0.00%
E 602-49450-720 Operating Transfers	\$31,310.00	\$30,910.00	\$0.00	\$30,910.00	0.00%
E 602-49450-722 Capital Improvement Fund	\$0.00	\$21,220.00	\$0.00	\$21,220.00	0.00%
FUND 602 SEWER FUND	\$407,123.98	\$400,471.00	\$148,990.33	\$251,480.67	
FUND 603 STORM WATER FUND					
E 603-49450-621 Bond Issuance Cost	\$0.00	\$41,163.00	\$0.00	\$41,163.00	0.00%
E 603-49455-101 Full-Time Employees - Regular	\$0.00	\$5,700.00	\$1,011.00	\$4,689.00	17.74%
E 603-49455-102 Full-Time Employees - Overtime	\$294.54	\$400.00	\$0.00	\$400.00	0.00%
E 603-49455-121 PERA Contribution	\$22.09	\$400.00	\$75.79	\$324.21	18.95%
E 603-49455-122 FICA Contribution	\$21.50	\$0.00	\$70.16	-\$70.16	0.00%
E 603-49455-133 Employer Paid Life Insurance	\$0.00	\$0.00	\$0.18	-\$0.18	0.00%
E 603-49455-303 Engineering Services	\$13,951.00	\$15,000.00	\$29.50	\$14,970.50	0.20%
E 603-49455-311 Contract Service	\$430.00	\$500.00	\$23,139.35	-\$22,639.35	4627.87%

Account Descr	2015 Amt	2016		2016 YTD Amt	YTD Balance	%YTD Budget
		YTD Budget	YTD Balance			
E 603-49455-420 Depreciation Expense	\$10,572.00	\$6,566.00	\$6,566.00	\$0.00	\$6,566.00	0.00%
E 603-49455-433 Dues & Subscriptions	\$9,855.62	\$9,791.00	\$9,791.04	\$0.04	-\$0.04	100.00%
E 603-49455-601 Bond Principal	\$0.00	\$25,000.00	\$22,800.00	\$2,200.00	\$2,200.00	91.20%
E 603-49455-611 Bond Interest	\$16,432.26	\$16,163.00	\$8,081.26	\$8,081.74	\$8,081.74	50.00%
E 603-49455-720 Operating Transfers	\$0.00	\$31,830.00	\$0.00	\$31,830.00	\$31,830.00	0.00%
FUND 603 STORM WATER FUND	\$51,579.01	\$152,513.00	\$64,998.28	\$87,514.72		
FUND 801 FIRE PARTNERSHIP FUND						
E 801-42210-103 Part-Time Employees	\$14,600.00	\$15,450.00	\$2,548.00	\$12,902.00	\$12,902.00	16.49%
E 801-42210-107 Secretarial Services	\$4,147.20	\$1,060.00	\$0.00	\$1,060.00	\$1,060.00	0.00%
E 801-42210-122 FICA Contribution	\$1,434.15	\$1,000.00	\$194.91	\$805.09	\$805.09	19.49%
E 801-42210-151 Worker s Comp Insurance	\$7,413.11	\$8,000.00	\$0.00	\$8,000.00	\$8,000.00	0.00%
E 801-42210-201 Office Supplies	\$168.23	\$770.00	\$0.00	\$770.00	\$770.00	0.00%
E 801-42210-203 Printed Forms & Paper	\$0.00	\$520.00	\$48.97	\$471.03	\$471.03	9.42%
E 801-42210-300 Management Services	\$5,735.04	\$5,910.00	\$0.00	\$5,910.00	\$5,910.00	0.00%
E 801-42210-322 Postage	\$331.68	\$210.00	\$0.00	\$210.00	\$210.00	0.00%
E 801-42210-361 General Liability Insurance	\$2,005.78	\$3,110.00	\$0.00	\$3,110.00	\$3,110.00	0.00%
E 801-42210-363 Automotive Insurance	\$11,087.00	\$13,450.00	\$0.00	\$13,450.00	\$13,450.00	0.00%
E 801-42210-430 Personnel Testing	\$4,162.00	\$5,670.00	\$4,082.00	\$1,588.00	\$1,588.00	71.99%
E 801-42210-433 Dues & Subscriptions	\$2,661.00	\$3,090.00	\$535.00	\$2,555.00	\$2,555.00	17.31%
E 801-42210-434 Awards & Indemnities	\$26.78	\$520.00	\$0.00	\$520.00	\$520.00	0.00%
E 801-42210-437 Miscellaneous	\$1,072.41	\$1,030.00	\$490.33	\$539.67	\$539.67	47.60%
E 801-42210-441 FIRE INSPECTOR	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	0.00%
E 801-42210-442 PENSION	\$0.00	\$31,851.00	\$0.00	\$31,851.00	\$31,851.00	0.00%
E 801-42220-103 Part-Time Employees	\$68,700.35	\$63,650.00	\$23,279.00	\$40,371.00	\$40,371.00	36.57%
E 801-42220-122 FICA Contribution	\$5,226.30	\$4,140.00	\$1,772.28	\$2,367.72	\$2,367.72	42.81%
E 801-42220-215 Shop Materials	\$0.00	\$270.00	\$0.00	\$270.00	\$270.00	0.00%
E 801-42220-240 Small Tools & Minor Equipment	\$6,071.95	\$5,000.00	\$82.94	\$4,917.06	\$4,917.06	1.66%
E 801-42220-443 Turnout Gear	\$0.00	\$10,000.00	\$451.28	\$9,548.72	\$9,548.72	4.51%
E 801-42220-580 Other Equipment	\$5,588.20	\$7,000.00	\$18,055.39	-\$11,055.39	257.93%	0.00%
E 801-42230-331 Training & Travel	\$11,133.70	\$0.00	\$464.46	-\$464.46	\$520.00	0.00%
E 801-42230-352 General Public Information	\$551.12	\$520.00	\$0.00	\$520.00	\$520.00	0.00%
E 801-42230-437 Miscellaneous	\$0.00	\$520.00	\$0.00	\$520.00	\$520.00	0.00%
E 801-42240-207 Training Supplies	\$1,121.08	\$1,550.00	\$0.00	\$1,550.00	\$1,550.00	0.00%
E 801-42240-331 Training & Travel	\$16,815.78	\$13,500.00	\$4,739.22	\$8,760.78	\$8,760.78	35.11%
E 801-42240-580 Other Equipment	\$124.46	\$520.00	\$0.00	\$520.00	\$520.00	0.00%
E 801-42250-221 Equipment Parts	\$2,976.25	\$4,120.00	\$334.66	\$3,785.34	\$3,785.34	8.12%
E 801-42250-309 EDP, Software and Design	\$0.00	\$520.00	\$0.00	\$520.00	\$520.00	0.00%
E 801-42250-323 Radio Units	\$0.00	\$1,030.00	\$0.00	\$1,030.00	\$1,030.00	0.00%
E 801-42250-410 Rentals (General)	\$1,903.52	\$0.00	\$1,447.15	-\$1,447.15	-\$1,447.15	0.00%

Account Descr	2015 Amt	YTD Budget	2016 YTD Amt	2016		%YTD Budget
				YTD Balance		
E 801-42250-419 General Rentals	\$8,565.84	\$15,450.00	\$3,035.18	\$12,414.82	19.65%	
E 801-42250-580 Other Equipment	\$2,652.46	\$5,670.00	\$0.00	\$5,670.00	0.00%	
E 801-42260-212 Motor Fuels	\$2,956.90	\$3,610.00	\$966.70	\$2,643.30	26.78%	
E 801-42260-221 Equipment Parts	\$707.34	\$2,060.00	\$0.00	\$2,060.00	0.00%	
E 801-42260-404 Machinery & Equipment Repair	\$5,701.40	\$5,300.00	\$0.00	\$5,300.00	0.00%	
E 801-42260-580 Other Equipment	\$5,825.33	\$5,300.00	\$336.92	\$4,963.08	6.36%	
E 801-42265-405 Vehicle Repair & Maintenance	\$17,210.64	\$50,170.00	\$10,927.91	\$39,242.09	21.78%	
E 801-42265-550 Motor Vehicles	\$114.95	\$2,580.00	\$0.00	\$2,580.00	0.00%	
E 801-42270-215 Shop Materials	\$73.57	\$520.00	\$62.27	\$457.73	11.98%	
E 801-42270-221 Equipment Parts	\$2,109.79	\$1,550.00	\$133.12	\$1,416.88	8.59%	
E 801-42280-211 Cleaning Supplies	\$108.94	\$770.00	\$0.00	\$770.00	0.00%	
E 801-42280-223 Building Repair Supplies	\$2,605.72	\$750.00	\$1,289.69	-\$539.69	171.96%	
E 801-42280-311 Contract Service	\$1,925.00	\$1,550.00	\$330.00	\$1,220.00	21.29%	
E 801-42280-321 Telephone	\$3,022.22	\$3,400.00	\$536.91	\$2,863.09	15.79%	
E 801-42280-362 Property Insurance	\$0.00	\$820.00	\$0.00	\$820.00	0.00%	
E 801-42280-381 Electric Utilities	\$4,858.02	\$3,300.00	\$1,181.49	\$2,118.51	35.80%	
E 801-42280-382 Water Utilities	\$434.15	\$820.00	\$0.00	\$820.00	0.00%	
E 801-42280-383 Gas Utilities	\$4,296.14	\$5,150.00	\$1,725.68	\$3,424.32	33.51%	
E 801-42280-385 Sewer Utilities	\$592.24	\$1,030.00	\$0.00	\$1,030.00	0.00%	
E 801-42280-520 Buildings & Structures	\$2,475.00	\$3,000.00	\$0.00	\$3,000.00	0.00%	
E 801-42280-560 Furniture & Fixtures	-\$207.41	\$520.00	\$0.00	\$520.00	0.00%	
E 801-47076-601 Bond Principal	\$50,000.00	\$0.00	\$55,000.00	-\$55,000.00	0.00%	
E 801-47076-611 Bond Interest	\$3,360.00	\$0.00	\$1,155.00	-\$1,155.00	0.00%	
E 801-49360-721 Equipment Revolving Fund	\$30,900.00	\$31,830.00	\$0.00	\$31,830.00	0.00%	
E 801-49360-722 Capital Improvement Fund	\$0.00	\$31,830.00	\$0.00	\$31,830.00	0.00%	
FUND 801 FIRE PARTNERSHIP FUND	\$325,345.33	\$390,961.00	\$135,206.46	\$255,754.54		
	\$3,770,407.62	\$3,318,393.00	\$1,019,466.73	\$2,298,926.27		

CITY OF MAPLE PLAIN Revenue Quarterly

Account Descr	2015 Amt		2016		YTD Balance	%YTD Budget
	YTD Budget	YTD Amt	YTD Budget	YTD Amt		
FUND 101 GENERAL FUND						
R 101-31010 Current Ad Valorem Tax	\$1,071,134.03	\$1,290,926.46	\$1,290,926.46	\$1,290,926.46	\$1,290,926.46	0.39%
R 101-31020 Delinquent Ad Valorem	\$17,416.27	\$0.00	\$3,218.54	\$3,218.54	-\$3,218.54	0.00%
R 101-31040 Fiscal Disparities	\$167,283.53	\$0.00	\$181.41	\$181.41	-\$181.41	0.00%
R 101-32100 Business Licenses & Per	\$1,438.26	\$500.00	\$0.00	\$500.00	\$500.00	0.00%
R 101-32110 Alcoholic Beverages	\$17,645.00	\$12,150.00	\$425.00	\$11,725.00	\$11,725.00	3.50%
R 101-32160 Professional & Occupati	\$0.00	\$250.00	\$50.00	\$200.00	\$200.00	20.00%
R 101-32180 Other Licenses & Permit	\$626.26	\$520.00	\$0.00	\$520.00	\$520.00	0.00%
R 101-32210 Building Permits	\$16,511.62	\$27,500.00	\$31,530.38	-\$4,030.38	-\$4,030.38	114.66%
R 101-32240 Animal Licenses	\$35.00	\$0.00	\$10.00	-\$10.00	-\$10.00	0.00%
R 101-32265 Grading Permit	\$1,350.00	\$750.00	\$0.00	\$750.00	\$750.00	0.00%
R 101-32275 Right of Way Permit	\$1,500.00	\$250.00	\$647.00	-\$397.00	-\$397.00	258.80%
R 101-33401 Local Government Aid	\$251,371.00	\$251,473.00	\$0.00	\$251,473.00	\$251,473.00	0.00%
R 101-33422 Other State Aid Grants	\$935.00	\$940.00	\$40,597.00	-\$39,657.00	-\$39,657.00	4318.83%
R 101-33620 Other County Grants &	\$7,181.00	\$8,610.00	\$1,120.00	\$7,490.00	\$7,490.00	13.01%
R 101-34101 Rent - City Hall & Water	\$35,700.00	\$30,660.00	\$0.00	-\$30,660.00	-\$30,660.00	0.00%
R 101-34103 Zoning & Subdivision Fe	\$5,200.00	\$0.00	\$7,100.00	-\$7,100.00	-\$7,100.00	0.00%
R 101-34950 Other Revenues	\$7,819.89	\$500.00	\$4,361.08	-\$3,861.08	-\$3,861.08	872.22%
R 101-35100 Court Fines	\$14,839.47	\$11,000.00	\$1,935.60	\$9,064.40	\$9,064.40	17.60%
R 101-35104 Other Fines	\$175.00	\$200.00	\$215.00	-\$15.00	-\$15.00	107.50%
R 101-35110 Administrative Citations	\$0.00	\$200.00	\$0.00	\$200.00	\$200.00	0.00%
R 101-36100 Special Assessments	\$1,334.32	\$0.00	\$134.22	-\$134.22	-\$134.22	0.00%
R 101-36210 Interest Earnings	\$5,309.82	\$4,000.00	\$2,823.85	\$1,176.15	\$1,176.15	70.60%
R 101-36250 Refunds & Reimbursm	\$4,878.81	\$0.00	\$29.48	-\$29.48	-\$29.48	0.00%
R 101-36500 Collected for other Gove	-\$541.00	\$0.00	-\$137.00	\$137.00	\$137.00	0.00%
R 101-37275 Miscellaneous Income	\$5,956.04	\$5,900.00	\$661.00	\$5,239.00	\$5,239.00	11.20%
FUND 101 GENERAL FUND						
	\$1,635,099.32	\$1,651,388.00	\$99,961.10	\$1,551,426.90	\$1,551,426.90	
FUND 105 COMMUNITY EVENTS FUND						
R 105-31040 Fiscal Disparities	\$0.00	\$25,750.00	\$0.00	\$25,750.00	\$25,750.00	0.00%
FUND 105 COMMUNITY EVENTS FUN						
	\$0.00	\$25,750.00	\$0.00	\$25,750.00	\$25,750.00	
FUND 351 DEBT SERVICE (CAPITAL PRJTS)						
R 351-31010 Current Ad Valorem Tax	\$17,378.00	\$17,378.00	\$0.00	\$17,378.00	\$17,378.00	0.00%
R 351-36100 Special Assessments	\$4,512.43	\$5,062.00	\$0.00	\$5,062.00	\$5,062.00	0.00%
R 351-39200 Interfund Operating Tra	\$85,338.00	\$84,112.00	\$0.00	\$84,112.00	\$84,112.00	0.00%
FUND 351 DEBT SERVICE (CAPITAL P						
	\$107,228.43	\$106,552.00	\$0.00	\$106,552.00	\$106,552.00	

Account Descr	2015 Amt	2016 YTD Budget	2016 YTD Amt	2016 YTD Balance	%YTD Budget
FUND 352 2013A GO Bonds					
R 352-31010 Current Ad Valorem Tax	\$47,534.00	\$52,490.00	\$0.00	\$52,490.00	0.00%
FUND 352 2013A GO Bonds	\$47,534.00	\$52,490.00	\$0.00	\$52,490.00	0.00%
FUND 353 DEBT SERVICE FUND					
R 353-31010 Current Ad Valorem Tax	\$26,862.00	\$73,290.00	\$0.00	\$73,290.00	0.00%
R 353-36100 Special Assessments	\$56,117.30	\$29,490.00	\$510.27	\$28,979.73	1.73%
FUND 353 DEBT SERVICE FUND	\$82,979.30	\$102,780.00	\$510.27	\$102,269.73	
FUND 601 WATER FUND					
R 601-36100 Special Assessments	\$23,616.41	\$10,376.00	\$392.06	\$9,983.94	3.78%
R 601-37100 Water Sales	\$295,153.97	\$305,450.00	\$63,109.80	\$242,340.20	20.66%
R 601-37110 Water Fixed	\$24,567.28	\$26,460.00	\$5,630.75	\$20,829.25	21.28%
R 601-37120 Water Treatment Chrg	\$81,929.13	\$83,180.00	\$18,851.26	\$64,328.74	22.66%
R 601-37130 State Water Charge	\$5,116.51	\$0.00	\$1,179.40	-\$1,179.40	0.00%
R 601-37150 Water Connection Fees	\$11,555.00	\$10,000.00	\$25,900.00	-\$15,900.00	259.00%
R 601-37160 Water Penalty	\$5,659.81	\$2,970.00	\$1,572.68	\$1,397.32	52.95%
R 601-39200 Interfund Operating Tra	\$0.00	\$31,830.00	\$0.00	\$31,830.00	0.00%
R 601-39201 Transfer from General F	\$0.00	\$30,600.00	\$0.00	\$30,600.00	0.00%
FUND 601 WATER FUND	\$447,598.11	\$500,866.00	\$116,635.95	\$384,230.05	
FUND 602 SEWER FUND					
R 602-35100 Special Assessments	\$22,504.86	\$8,192.00	\$354.26	\$7,837.74	4.32%
R 602-37200 Sewer Sales	\$101,084.39	\$138,510.00	\$18,855.34	\$119,654.66	13.61%
R 602-37210 Sewer Fixed	\$231,393.04	\$234,380.00	\$53,156.71	\$181,223.29	22.68%
R 602-37250 Sewer Connection Fees	\$0.00	\$0.00	\$9,295.00	-\$9,295.00	0.00%
R 602-37260 Sewer Penalty	\$5,195.49	\$5,000.00	\$1,487.96	\$3,512.04	29.76%
R 602-39200 Interfund Operating Tra	\$0.00	\$21,220.00	\$0.00	\$21,220.00	0.00%
FUND 602 SEWER FUND	\$360,177.78	\$407,302.00	\$83,149.27	\$324,152.73	
FUND 603 STORM WATER FUND					
R 603-36100 Special Assessments	\$10,216.61	\$6,553.00	\$193.09	\$6,359.91	2.95%
R 603-37400 Storm Sewer (Residenti	\$17,520.00	\$25,000.00	\$4,238.93	\$20,761.07	16.96%
R 603-37410 Storm Sewer (Instituto	\$1,012.52	\$4,300.00	\$242.43	\$4,057.57	5.64%
R 603-37420 Storm Sewer (Multi-Fam	\$3,332.24	\$3,900.00	\$833.01	\$3,066.99	21.36%
R 603-37430 Storm Sewer (Comm/In	\$53,980.54	\$55,000.00	\$12,516.73	\$42,483.27	22.76%
R 603-37460 Storm Sewer Penalty	\$1,102.76	\$0.00	\$344.78	-\$344.78	0.00%
R 603-39200 Interfund Operating Tra	\$0.00	\$31,830.00	\$0.00	\$31,830.00	0.00%
FUND 603 STORM WATER FUND	\$87,164.67	\$126,583.00	\$18,368.97	\$108,214.03	

Account Descr	2015 Amt	2016 YTD Budget	2016 YTD Amt	2016 YTD Balance	%YTD Budget
FUND 801 FIRE PARTNERSHIP FUND					
R 801-33420 Insurance Premium Tax	\$19,610.11	\$18,540.00	\$0.00	\$18,540.00	0.00%
R 801-34202 Special Fire Protection S	\$340,147.57	\$363,420.00	\$119,911.41	\$243,508.59	33.00%
R 801-34950 Other Revenues	\$0.00	\$0.00	\$1,038.42	-\$1,038.42	0.00%
FUND 801 FIRE PARTNERSHIP FUND	\$359,757.68	\$381,960.00	\$120,949.83	\$261,010.17	
FUND 802 FIRE EQUIP & CAPITAL FUND					
R 802-36210 Interest Earnings	\$5.26	\$0.00	\$0.87	-\$0.87	
FUND 802 FIRE EQUIP & CAPITAL FU	\$3,127,544.55	\$3,355,671.00	\$439,576.26	\$2,916,094.74	0.00%

City of Maple Plain

Request for a Conditional Use Permit to Allow Automobile Repair within the Existing Building Located at 5305 Pioneer Creek Drive

To: City Council
From: Mark Kaltsas, City Planner
Meeting Date: April 7, 2016
Applicant: Bumps Auto and Marine
Owner: Store Cliff, LLC
Location: 5305 Pioneer Creek Drive

Request:

Bumps Auto and Marine requests that the City consider the following action for the property located at 5305 Pioneer Creek Drive (PID No 24-118-24-31-0022):

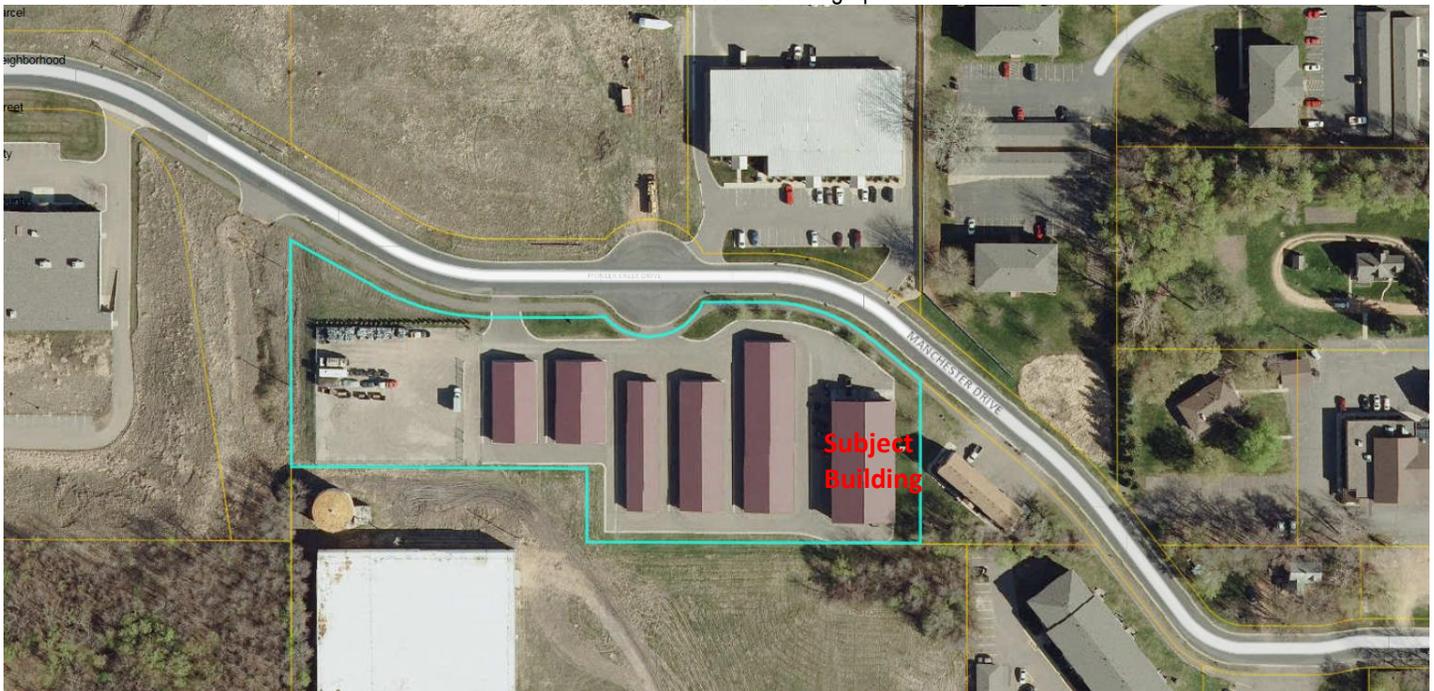
- a. Conditional Use Permit to allow automobile and marine repair within the existing building.

Property/Site Information:

The property is located east of Budd Street on Pioneer Creek Drive. There are five existing buildings located on the property. The property has the following characteristics:

Property Information: 5305 Pioneer Creek Drive
Zoning: *I-Industrial*
Comprehensive Plan: *Industrial*
Acreage: 2.94 Acres

5305 Pioneer Creek Drive Aerial Photograph



Applicable Standards:

• **153.031 AI@ INDUSTRIAL ZONING DISTRICT.**

(A) *Intent.* The purpose of the Industrial District is to support the types of industrial uses which, because of their nature of products or character of activities, may require separation and/or isolation from residential, commercial and mixed-use districts or other sensitive areas. Such industrial uses result in the creation of products that impose objectionable influences or create noises, vibrations, dust, heat, smoke, odor, and the like.

(B) *Permitted uses.* The following uses are permitted in the I-1 General Industrial District.

(1) Manufacturing - light, that includes but is not limited to the fabrication or assembly of small products such as optical, electronic, pharmaceutical, medical supplies, and equipment; machine shops, printing and bottling establishments;

(2) Lumber yards, for the purpose of storing and selling of lumber products plus occasional cutting and finishing services;

(3) Wholesale business, provided that the business does not participate in retail sales except for products made at the facility or that are directly related to the primary use or product of the business;

(4) Warehousing and distribution facilities;

(5) Office campus, minimum of a 10-acre parcel containing an office building(s) that has a separate access to a principal or arterial road;

(6) Recreational facility-indoor;

(7) Research laboratories;

(D) *Conditional uses.* The following uses shall require a conditional use permit based on the procedures set forth in ' 153.140:

(5) *Automobile and truck repair, provided that:*

- (a) Unlicensed or inoperable vehicles shall be stored inside or within an approved area that is adequately screened;
- (b) No sales or display of vehicles, unless under a separate conditional use permit;
- (c) Repair, assembly or disassembly of vehicles must be done indoors, except minor servicing; and
- (d) Parking and buildings must be setback 50 feet from any residential districts as noted in the Comprehensive Plan unless an adequate screening of views; noise and light plan is approved by the city.

Discussion:

The subject building is one of five buildings located on the site. The remaining buildings are utilized for indoor storage rental. The subject building has historically been used for a variety of industrial uses. The subject building is vacant and not being used.

The applicant is currently operating their automobile and marine repair business out of a building located at 5145 Industrial Street in Maple Plain. The applicant would like to relocate their business to this location and utilize the existing building. The applicant is seeking a conditional use permit to allow automobile and marine repair in the subject building on this property. The property is zoned I- Industrial and as such automobile repair is permitted as a conditional use. The City has criteria stipulated in the zoning ordinance for consideration of granting a conditional use that are specific to automobile repair.

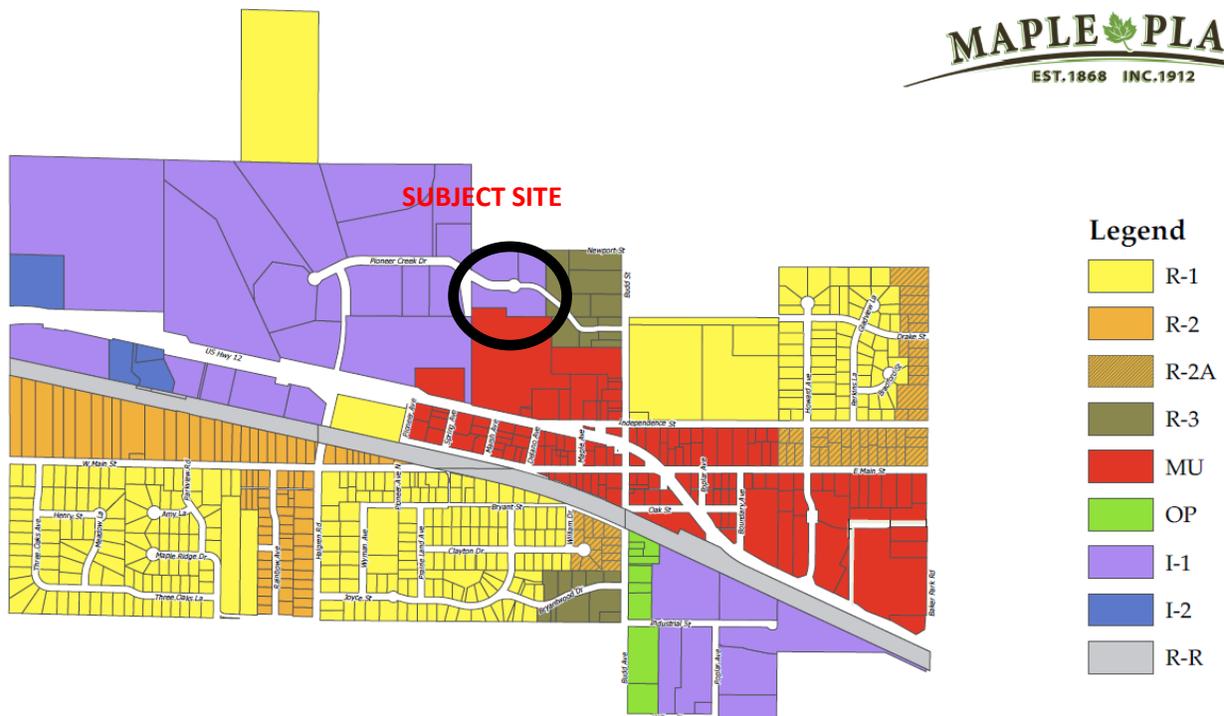
The following criteria relating to consideration of a conditional use permit should be used by the Planning Commission when reviewing this request:

(5) *Automobile and truck repair, provided that:*

- (a) Unlicensed or inoperable vehicles shall be stored inside or within an approved area that is adequately screened;
- (b) No sales or display of vehicles, unless under a separate conditional use permit;
- (c) Repair, assembly or disassembly of vehicles must be done indoors, except minor servicing; and

(d) Parking and buildings must be setback 50 feet from any residential districts as noted in the Comprehensive Plan unless an adequate screening of views; noise and light plan is approved by the city.

1. The subject building is approximately 7,800 SF in size. There are two smaller office spaces located on the north side of the building with open warehouse space comprising the remainder. The applicant is proposing to store all vehicles that are being worked on inside of the building. The applicant has noted that they intend to have no more than eight (8) cars parked outside. The vehicles parked outside would be for customer parking, drop off and pickup. The eight cars would be operable and licensed cars and would be parked in the available spaces in front or on the side of the building. There are estimated (based on visual site inspection) to be approximately 8 spaces located in front of the building. If considered for approval, the City should require that the parking spaces are clearly striped. The applicant should submit a plan to the City for approval prior to striping the spaces.
2. The applicant is not proposing to sell any vehicles from this property.
3. All repair and servicing of vehicles would be done indoors.
4. The subject property is directly adjacent to the R-3 Residential zoning district (see map below).



The subject building is setback approximately 28 feet from the east property line and is separated by approximately 40 feet from the adjacent residential structure (see aerial photograph below). The applicant has recently planted some evergreen trees in this area. The City will need to determine if any potential impacts from the proposed use that would interfere with the reasonable use and enjoyment of the adjacent residential property can be adequately mitigated.



The building owner recently planted several evergreen trees to provide screening between the existing building and the adjacent residential property (see image below). Staff is seeking further direction from the Planning Commission relating to whether or not this will satisfy the separation requirement or if additional landscaping and or fencing should be considered.



Additional Considerations:

1. The subject site and building is comprised of storage buildings. Storage buildings do not typically have the intensive use associated with industrial parks and offer a reasonable transition between the residential neighborhood and the Industrial Park. The City will need to determine if the use of the property for automobile repair with no outdoor storage will cause additional impacts to the adjacent property. Staff did review the current business location and noted that there was a considerable amount of outdoor storage associated with the business. Items included a dumpster with parts, tires and inoperable vehicles. The conditions of any approval for this site would need to clearly define the approved use and rules relating to the outdoor storage.
2. The building may need to have improvements made to bring it into compliance with applicable building codes relating to the intended use (i.e. paint booth, exhaust system, etc.). The applicant will need to provide additional information relating to the use of the building and then prepare any necessary building plans for review by the City.

Planning Commission Discussion:

The Planning Commission discussed the proposed request and asked questions of staff and the petitioner. Commissioners asked the petitioner how much fiberglass repair work they performed on the boats that they repaired. The petitioner stated that they did limited fiberglass repair work and that it was done in very small quantities. Commissioners asked if the petitioner was planning on parking boats on the public street during peak pick-up drop-off times. The petitioner responded by stating that no boats or cars would be parked on Pioneer Creek Drive. Commissioners wanted to ensure that the existing landscaping located between the building and the adjacent residential property would be required to be maintained and kept up and or replaced if necessary. Commissioners asked if both office spaces in the building would be used by the petitioner and he noted that one would be an office and the other space would be converted to a waiting room for his customers. Planning Commissioners believed that additional screening should be required between the parking lot in the front of the building and the adjacent residential property. Commissioners also wanted to make sure that the petitioner would be required to pull all applicable permits relating to any activity done in the building. This included painting, fiberglass work, exhaust and other potentially hazardous or regulated activities. Commissioners discussed that any trash cans or dumpsters shall be located inside of the building. Commissioners ultimately recommended approval to the City Council for the requested Conditional Use Permit with the following additional conditions:

1. The existing landscape screening shall be maintained and if necessary replaced throughout the term of the conditional use permit.
2. The applicant shall submit a plan to the City and following review and approval, install additional landscaping between the existing parking lot in the northeast corner of the site and the adjacent

residential property. The landscaping shall primarily be an evergreen species that provides an opaque barrier.

3. The applicant shall be required to meet all applicable building codes and other regulatory agencies and obtain all necessary permits.
4. The conditional use permit shall be reviewed annually.

Recommendation:

The Planning Commission recommended approval of the request for a conditional use permit with the following finding and conditions:

1. The proposed conditional use permit meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The Conditional Use Permit shall include the following conditions:
 - a. The conditional use permit shall be reviewed annually.
 - b. There shall be no outdoor storage permitted on this site. This shall include dumpsters, tires, tire bins or containers, automobile parts, inoperable vehicles and any other outdoor storage.
 - c. The overhead doors shall be closed at all times other than to move equipment, materials or vehicles into and out of the building.
 - d. The existing landscape screening shall be maintained and if necessary replaced throughout the term of the conditional use permit.
 - e. The applicant shall submit a plan to the City and following review and approval, install additional landscaping between the existing parking lot in the northeast corner of the site and the adjacent residential property. The landscaping shall primarily be an evergreen species that provides an opaque barrier.
 - f. The applicant shall be required to meet all applicable building codes and other regulatory agencies and obtain all necessary permits.
 - g. The hours of operation shall be permitted between the hours of 8:00 a.m. and 6:00 p.m. Monday through Saturday.
 - h. The parking spaces in front and on the side of the building shall be clearly striped. The applicant shall submit a plan to the City for approval prior to striping the spaces.

- i. Upon a violation of any of the above conditions, the City shall notify (owner/applicant/permit holder) of the violation and (owner/applicant/permit holder) shall pay a fee to the City, in an amount specified below, within 30 days of the mailing of the notice. Any unpaid fees related to a violation of this permit shall be certified to the City's tax roll in the (November) following the imposition of the fees. Imposition of this fee based on a violation of this permit shall not prohibit the City from taking any other action on the permit, based on the same violation, including, but not limited to, revocation of the permit. Fees for violations of this permit shall be imposed as follows:
 1. First violation: \$300
 2. Second violation: \$400
 3. Third violation: \$500
 4. Fee amounts for any violations which occur subsequent to the third violation shall be determined by doubling the imposed fee of the most recent violation.
3. The Applicant shall pay for all costs associated with the City's review of the conditional use permit.

Attachments:

- Aerial Images

Image of Building Façade



Image of Front Parking Area



RESOLUTION NO.16-0425-01

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT REQUEST TO ALLOW
AUTOMOBILE AND TRUCK REPAIR WITHIN THE EXISTING BUILDING ON THE
PROPERTY LOCATED AT 5305 PIONEER CREEK DRIVE

WHEREAS, the City of Maple Plain (the “City”) is a municipal corporation under the laws of Minnesota; and

WHEREAS, the City adopted a comprehensive plan in 2008 to guide the development of the community; and

WHEREAS, the City has adopted a zoning ordinance and other official controls to assist in implementing the comprehensive plan; and

WHEREAS, Bumps Auto and Marine, LLC (the “Applicants”) and Store Cliff, LLC (the “Owner”) submitted an application seeking a conditional use permit for the property located at 5305 Pioneer Creek Drive (the “Property”); and

WHEREAS, the Property is zoned Industrial (I); and

WHEREAS the requested conditional use permit meets all requirements, standards and specifications of the City of Maple Plain Zoning Ordinances for property zoned I-Industrial; and

WHEREAS the Planning Commission held a public hearing on April 7, 2016 to review the application for a conditional use permit following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for denial.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA that it should and hereby does approve the application by Bumps Auto and Marine, LLC for a conditional use permit per the City’s zoning regulations with the following conditions:

1. The proposed conditional use permit meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The Conditional Use Permit shall include the following conditions:

- a. The conditional use permit shall be reviewed annually.
 - b. There shall be no outdoor storage permitted on this site. This shall include dumpsters, tires, tire bins or containers, automobile parts, inoperable vehicles and any other outdoor storage.
 - c. The overhead doors shall be closed at all times other than to move equipment, materials or vehicles into and out of the building.
 - d. The existing landscape screening shall be maintained and if necessary replaced throughout the term of the conditional use permit.
 - e. The applicant shall submit a plan to the City and following review and approval, install additional landscaping between the existing parking lot in the northeast corner of the site and the adjacent residential property. The landscaping shall primarily be an evergreen species that provides an opaque barrier.
 - f. The applicant shall be required to meet all applicable building codes and other regulatory agencies and obtain all necessary permits.
 - g. The hours of operation shall be permitted between the hours of 8:00 a.m. and 6:00 p.m. Monday through Saturday.
 - h. The parking spaces in front and on the side of the building shall be clearly striped. The applicant shall submit a plan to the City for approval prior to striping the spaces.
 - i. Upon a violation of any of the above conditions, the City shall notify (owner/applicant/permit holder) of the violation and (owner/applicant/permit holder) shall pay a fee to the City, in an amount specified below, within 30 days of the mailing of the notice. Any unpaid fees related to a violation of this permit shall be certified to the City's tax roll in the (November) following the imposition of the fees. Imposition of this fee based on a violation of this permit shall not prohibit the City from taking any other action on the permit, based on the same violation, including, but not limited to, revocation of the permit. Fees for violations of this permit shall be imposed as follows:
 1. First violation: \$300
 2. Second violation: \$400
 3. Third violation: \$500
 4. Fee amounts for any violations which occur subsequent to the third violation shall be determined by doubling the imposed fee of the most recent violation.
3. The Applicant shall pay for all costs associated with the City's review of the conditional use permit.

This resolution was adopted by the City Council of the City of Maple Plain on this 25th day of April, 2015, by a vote of ____ayes and ____nays.

Jerry Young, Mayor

ATTEST:

Tessia Melvin, City Administrator

(SEAL)