

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
September 26, 2016
6:30 P.M.

- 1. WELCOME**
- 2. CALL TO ORDER**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADOPT AGENDA**
- 5. CONSENT AGENDA**
 - A. Accounts Payable
 - B. Proto Labs Maintenance Agreements
 - C. September 12th City Council Minutes
- 6. ADMINISTRATIVE REPORTS**
 - A. City Engineer September Monthly Report
 - B. City Planner September Monthly Report
 - C. West Hennepin August Monthly Report
 - D. Public Works September Monthly Report
 - E. City Administration September Monthly Report
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
 - A. Discuss request that the City consider the following a Conditional Use Permit amendment to allow changes in the operation of the existing business and previously approved conditional use permit for the property located at 5060 US Highway 12 (PID No. 25-118-24-12-0049).
 - B. Review Certification of 2017 Preliminary City Budget Resolution number 16-0926-01
 - C. Review the Well No. 4 Plans and Specifications and the Bid Opening Date of Tuesday, October 25, 2016 at 10:00 AM
- 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

09/22/16 9:00 AM

Page 1

Payments

Current Period: September 2016

| | | | | |
|------------------|---|---------------------|-------------|--------------------------|
| Batch Name | 09/22/16 CC | User Dollar Amt | \$67,871.96 | |
| | Payments | Computer Dollar Amt | \$67,871.96 | |
| | | | | \$0.00 In Balance |
| Refer | 0 ALPHA VIDEO & AUDIO INC | | | |
| Cash Payment | E 101-41110-570 Office Equipment & Furni | | | \$275.00 |
| Invoice | AAAQ35571 9/15/2016 | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$275.00 |
| Refer | 0 BELAYHOST | | | |
| Cash Payment | E 101-41500-309 EDP, Software and Desi | | | \$45.39 |
| Invoice | 31883 9/1/2016 | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$45.39 |
| Refer | 0 HEALTHPARTNERS | | | |
| Cash Payment | G 101-21706 Health Insurance | | | \$1,805.76 |
| Invoice | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$1,805.76 |
| Refer | 0 MAPLE PLAIN/INDEPENDENCE FIR | | | |
| Cash Payment | E 101-42290-307 Fire Administration | | | \$14,839.67 |
| Invoice | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$14,839.67 |
| Refer | 0 HUELIFE | | | |
| Cash Payment | E 101-41110-319 Other Consulting Service City Admin. Search | | | \$4,600.00 |
| Invoice | 531 5/26/2016 | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$4,600.00 |
| Refer | 0 HENNEPIN COUNTY | | | |
| Cash Payment | E 101-43000-419 General Rentals Radio Fees | | | \$74.32 |
| Invoice | 1000080865 9/6/2016 | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$74.32 |
| Refer | 0 HAWKINS INC. | | | |
| Cash Payment | E 601-49400-216 Chemicals & Chemical P | | | \$90.00 |
| Invoice | 3942359 8/26/2016 | | | |
| Cash Payment | E 601-49400-216 Chemicals & Chemical P | | | \$15.00 |
| Invoice | 3942175 8/26/2016 | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$105.00 |
| Refer | 0 NEOFUNDS BY NEOPOST | | | |
| Cash Payment | E 101-41500-322 Postage | | | \$613.73 |
| Invoice | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$613.73 |
| Refer | 0 BOBBY SCHOEN | | | |
| Cash Payment | E 101-41500-321 Telephone Cell Phone | | | \$50.00 |
| Invoice | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$50.00 |
| Refer | 0 TOSHIBA | | | |
| Cash Payment | E 101-41500-413 Office Equipment Rental | | | \$179.01 |
| Invoice | 312955990 | | | |

CITY OF MAPLE PLAIN
Payments

09/22/16 9:00 AM

Page 2

Current Period: September 2016

| | | | | | |
|------------------|---|---------------------|-------|--------------|-------------|
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$179.01 |
| Refer | 0 <i>DOMINIC, BRODA</i> | | | | |
| Cash Payment | E 105-45100-311 Contract Service Invoice | Maple Plain Days | | | \$2,153.03 |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$2,153.03 |
| Refer | 0 <i>TEAM LAB</i> | | | | |
| Cash Payment | E 101-43100-221 Equipment Parts Invoice 0003371 | | | | \$354.50 |
| | 9/13/2016 | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$354.50 |
| Refer | 0 <i>DELTA DENTAL</i> | | | | |
| Cash Payment | G 101-21707 Dental Insurance Invoice 6637044 | | | | \$264.90 |
| | 9/15/2016 | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$264.90 |
| Refer | 0 <i>UNIFIRST</i> | | | | |
| Cash Payment | E 101-43000-417 Uniform Rentals Invoice 090 0320791 | | | | \$39.21 |
| | 8/31/2016 | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$39.21 |
| Refer | 0 <i>VERIZON</i> | | | | |
| Cash Payment | E 601-49400-321 Telephone Invoice 9771734039 | | | | \$143.27 |
| | 9/10/2016 | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$143.27 |
| Refer | 0 <i>WYCOM SYSTEMS INC.</i> | | | | |
| Cash Payment | E 101-41500-413 Office Equipment Rental Invoice 34736 | | | | \$150.00 |
| | 9/9/2016 | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$150.00 |
| Refer | 0 <i>WEST HENNEPIN PUBLIC SAFETY</i> | | | | |
| Cash Payment | E 101-42110-306 Police Administration Invoice | | | | \$36,317.76 |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$36,317.76 |
| Refer | 0 <i>ZIEGLERINC</i> | | | | |
| Cash Payment | E 105-45100-311 Contract Service Invoice F0352301 | | | | \$2,678.00 |
| | 9/7/2016 | | | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total | \$2,678.00 |
| Refer | 0 <i>XCEL ENERGY</i> | | | | |
| Cash Payment | E 801-42280-381 Electric Utilities Invoice 515625151 | Fire | | | \$520.82 |
| | 9/7/2016 | | | | |
| Cash Payment | E 101-43160-381 Electric Utilities Invoice 515625151 | Traffic Signals | | | \$39.94 |
| | 9/7/2016 | | | | |
| Cash Payment | E 101-43160-381 Electric Utilities Invoice 515625151 | Park | | | \$51.97 |
| | 9/7/2016 | | | | |
| Cash Payment | E 101-43160-381 Electric Utilities Invoice 515625151 | Garage | | | \$12.68 |
| | 9/7/2016 | | | | |
| Cash Payment | E 101-43160-381 Electric Utilities Invoice 515625151 | Park | | | \$127.38 |
| | 9/7/2016 | | | | |
| Cash Payment | E 601-49400-381 Electric Utilities Invoice 515625151 | Water Acct | | | \$24.34 |
| | 9/7/2016 | | | | |

CITY OF MAPLE PLAIN

09/22/16 9:00 AM

Page 3

Payments

Current Period: September 2016

| | | | | |
|------------------|------------------------------------|---------------------|-------|-------------------------|
| Cash Payment | E 602-49450-381 Electric Utilities | Sewer | | \$392.36 |
| Invoice | 515625151 | 9/7/2016 | | |
| Cash Payment | E 101-43160-381 Electric Utilities | Traffic | | \$29.13 |
| Invoice | 515625151 | 9/7/2016 | | |
| Cash Payment | E 101-43100-381 Electric Utilities | | | \$1,984.79 |
| Invoice | 515434671 | 9/6/2016 | | |
| Transaction Date | 9/22/2016 | Bank of Maple Plain | 10100 | Total \$3,183.41 |

Fund Summary

| | | |
|---------------------------|---------------------------|--------------------|
| | 10100 Bank of Maple Plain | |
| 101 GENERAL FUND | | \$61,855.14 |
| 105 COMMUNITY EVENTS FUND | | \$4,831.03 |
| 601 WATER FUND | | \$272.61 |
| 602 SEWER FUND | | \$392.36 |
| 801 FIRE PARTNERSHIP FUND | | \$520.82 |
| | | <u>\$67,871.96</u> |

| | |
|--|--------------------|
| Pre-Written Checks | \$0.00 |
| Checks to be Generated by the Computer | \$67,871.96 |
| Total | <u>\$67,871.96</u> |

AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
September 12, 2016
6:30 P.M.

1. WELCOME

2. CALL TO ORDER

Present: Mayor Jerry Young; Councilmembers Justin McCoy, Dave Eisinger, and Mike DeLuca. Also present: City Administrator Robert Schoen; City Planner Mark Kaltsas; and Assistant to the City Administrator Taylor Richter.

3. PLEDGE OF ALLEGIANCE

4. ADOPT AGENDA

Motion by Councilmember Eisinger, seconded by Councilmember McCoy to adopt the agenda as written. Motion passed 4 to 0.

5. CONSENT AGENDA

- A. Accounts Payable
- B. July 25th 2016 City Council Minutes
- C. August 22nd 2016 City Council Minutes

Motion by Councilmember McCoy, seconded by Councilmember Eisinger, to approve the consent agenda as presented. Motion passed 4 to 0.

6. ADMINISTRATIVE REPORTS

7. OLD BUSINESS

8. NEW BUSINESS

- A. Discuss Proto Labs Site Plan and Variance requests for an expansion of an existing parking lot for the properties located at 5540, 5380 and 5480 Pioneer Creek Drive.

City Planner, Mark Kaltsas presented on the Site Plan and Variance requests for Proto Labs to expand their parking lot and deviate from our parking space size ordinance. Proto Labs acquired the property to the East of their original lot and are no longer pursuing the expansion approved earlier this year, but rather approaching this new plan. The number of offices in the building is growing, causing a need for more parking. Applicant is asking for 327 additional parking spaces. The city requires 334 parking spaces based on the number of offices, causing the need for a

variance.

Mayor Young asked if wetlands were being impacted by this new construction. City Planner Kaltsas stated they would not be impacted. But they are considering water concerns such as drainage with a pond.

Kaltsas continued to state the landscape requirements of the property seeing as it is adjacent to residential property and to require additional landscaping as fit.

Kaltsas said that the city has allowed Proto Labs to previously construct at the smaller parking space size, and is also considering a city code modification to adjust our requirements. The applicant wants to construct at 18 feet deep which staff and council has previously agreed is satisfactory.

By recommendation of the Planning Commission and City Staff, to approve the Site Plan Review and Variance request.

Mayor Young asked when the applicant wishes to begin the project. Kaltsas replied they wish to begin Monday [9/19/2016]. Mayor Young thanked Proto Labs for being here.

Councilmember DeLuca asked about pond and water maintenance for the project. Kaltsas stated it would be the responsibility of Proto Labs. Kaltsas later noted drainage and utility easements were not noted on the plan provided but will be required by the Watershed District, along with the storm water maintenance agreement.

Motion by Councilmember McCoy, seconded by Councilmember DeLuca, to approve the Site Plan Review and the Variance Request by approving Resolution 16-09120-1. Motion passed 4 to 0.

- B. Discuss Maple Terrace Apartments (Applicant) and Common Bond Communities (Owner) request that the City consider Site Plan Approval to allow for the expansion of the existing parking for the property located at 1560 Howard Avenue (PID No. 25-118-24-11-0028):

City Planner Mark Kaltsas presented on the Site Plan for expansion of the existing Maple Terrace Apartments parking lot. The plan came in front of Planning Commission on September 1, 2016. The plan came to be due to lack of parking for the residents. 6-8 additional spaces will be added to the lot for a temporary fix. If the building was constructed today, it would need approximately 75 parking spaces, but since this is not the case, the need arises to assist in the improvement of the property's functionality for the time being.

Resident of the Maple Terrace Apartment, Sandy Burg, spoke on the need and concern for additional parking lots and stressed the importance of City

Council approving the Site Plan at hand. She also corrected the address as written on the agenda from “1650 Howard Ave. to 1560 Howard Ave.”

With approval of Planning Commission and City Staff, all recommend to council to approve the Resolution approving the site plan.

Motion by Councilmember Eisinger, seconded by Councilmember DeLuca, to approve Resolution 16-0912-02 to approve the Site Plan Review for the expansion of the parking lot at Maple Terrace Apartments. Motion passed 4 to 0.

9. COUNCIL REPORTS & OTHER BUSINESS

A. Attitude of Gratitude

City Administrator Robert Schoen stated there is no attitude of gratitude heard at this time but there will be one for the next council meeting.

Councilmember Eisinger wished to apologize for his absence at the last two Planning Commission meetings due to miscommunications and promised his presence at future meetings.

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

Motion by Councilmember Eisinger, seconded by Councilmember DeLuca, to adjourn the meeting. Motion passed 4 to 0.



Agenda Information Memorandum
September 26, 2016 - Maple Plain City Council

**6. ADMINISTRATIVE REPORTS
A. MONTHLY ENGINEER REPORT**

ACTION TO BE CONSIDERED

To receive and accept the monthly report from City Engineer Dan Boyum.

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the monthly report from City Engineer Dan Boyum.

To: Honorable Mayor and Council, City Staff
City of Maple Plain

From: Dan D. Boyum
City Engineer

File: 193801804

Date: September 23, 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

- Attended preconstruction meeting.
- Reviewed shop drawings and other submittals from the contractor.
- Prepared communications and worked with City Staff on distribution and construction updates. Confirmed with contractor that they do not want to do private driveways.
- Reclaiming of the existing roadway was done on September 19, 2016 and installation of the temporary water main is in place for connections.
- Sanitary sewer is scheduled to begin on Monday, September 26, 2016.
- Performed various site inspections and provided staking for silt fence and utilities.
- Public Works wants to look at adding a flushing hydrant to Well No. 1. Due to some of the unknowns with the 1939 water main records, some exploration of the water main by Well No. 1 may need to be done.
- Forwarded information to appraiser related to them preparing a benefit analysis for various properties. The benefit analysis is used by the City when preparing a final assessment roll.
- Contacted Frontier Communications on the status of the City/Frontier agreement.

Well No. 4

- Prepared plans and specifications for Council approval and bid date of 10/25/2016.

Miscellaneous

1. Prepared monthly engineering report.
2. Attended staff and council meetings.
3. Reviewed Proto Labs parking lot expansion plans.
4. Did warranty review of Main/Rainbow Project.
5. Discussed additional survey information with landscape architect on Northside Park.
6. Discussed building moving with City Staff.
7. Reviewed water sampling items with Public Works Staff.
8. Prepared general correspondence to City Staff on various items.

Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Robert Schoen, City Administrator

Date: September 26, 2016

Re: **Planning Update – September 2016**

Meetings:

- **City Council Meetings** – provided August planning report and reviewed Proto Labs and Common Bond site plan reviews.
- **Planning Commission Meetings** – Attended the September Planning Commission Meeting to discuss Proto Labs, Common Bond and Collision Corner applications.
- **Staff Meetings** – two meetings to discuss current project status/issues – discussed Collision Corner site plan, vehicle sales license for the car lot at 5330 Highway 12, Industrial Street landscape company drainage issue, nuisance issues and Proto Labs parking expansion.
- Meeting with realtor for 1425 Baker Park Road property.
- Site visit to review property located at 5364 Main Street E.
- Site visit with engineer to review property and drainage issues located at 5054 Industrial St.

Correspondence:

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

- Correspondence and review information with potential buyer of the vacant property at 1675 Spring Ave.
- Correspondence with City and applicant pertaining to Collision Corner.
- Correspondence with City and contractor for Proto Labs parking lot expansion.

- Correspondence with new business owner of used auto sales lot.
- Correspondence with property owner regarding setbacks and building requirements for a property located 5364 Main Street E.
- Correspondence and reviewed plan for accessory structure located at 5354 Bryant Street.
- Staff has had correspondence with developers, builders and residents regarding building setbacks, zoning and other related planning questions.



Date: September 1, 2016
To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members
From: Director Gary Kroells *G. Kroells*
SUBJECT: AUGUST 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.

\\WHPS#0\share\monthlyactivityreport\2015\lettertocouncilmonthlyreport.docx

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
August 2016

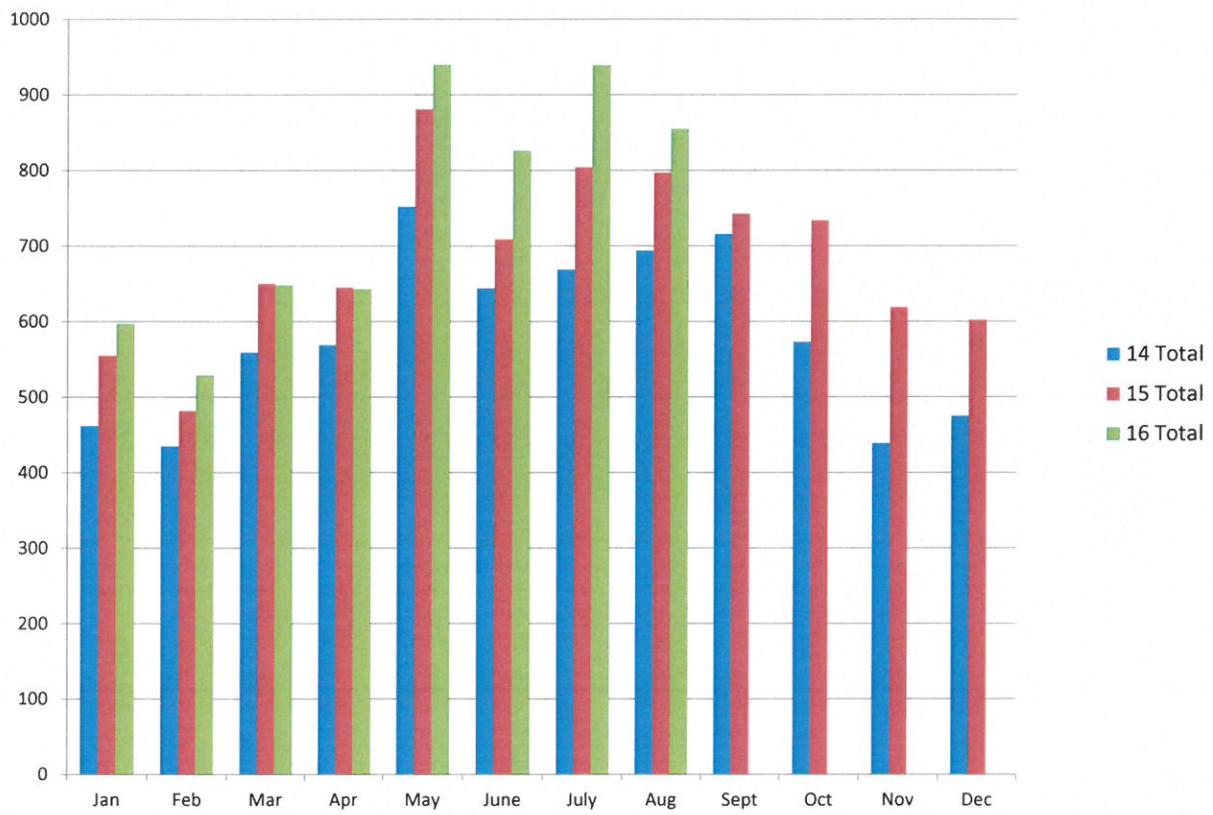
| Offense | This Month | Same Month Last Year | This Year To Date | Last Year To Date |
|-----------------------------------|-------------------|-----------------------------|--------------------------|--------------------------|
| City Of Independence | | | | |
| Criminal | 12 | 24 | 83 | 89 |
| Traffic | 257 | 189 | 1,761 | 1,650 |
| Part III | 15 | 10 | 103 | 78 |
| Part IV | 37 | 40 | 273 | 264 |
| Part V | 206 | 208 | 1,363 | 1,271 |
| Total City of Independence | 527 | 471 | 3,583 | 3,352 |
| City Of Maple Plain | | | | |
| Criminal | 11 | 4 | 57 | 47 |
| Traffic | 137 | 66 | 730 | 436 |
| Part III | 22 | 8 | 59 | 47 |
| Part IV | 10 | 26 | 159 | 176 |
| Part V | 168 | 167 | 1,080 | 1,017 |
| Total City Of Maple Plain | 348 | 271 | 2,085 | 1,723 |
| Grand Total Both Cities | 875 | 742 | 5,668 | 5,075 |
| TZD | 1 | 16 | 130 | 211 |
| Agency Assists | 31 | 39 | 308 | 237 |
| Total ICR Reports | 907 | 797 | 5,977 | 5,523 |
| Mileage | 14,213 | 10,854 | 102,978 | 102,623 |
| How Received | | | | |
| Fax | 14 | 7 | 98 | 86 |
| In Person | 29 | 44 | 309 | 302 |
| Mail | 1 | 2 | 16 | 27 |
| Other | 4 | 6 | 49 | 28 |
| Phone | 33 | 52 | 276 | 353 |
| Radio | 242 | 235 | 1,713 | 1,529 |
| Visual | 459 | 376 | 3,097 | 2,786 |
| Email | 7 | 4 | 38 | 29 |
| Lobby Walk In | 66 | 71 | 381 | 383 |
| Total | 855 | 797 | 5,977 | 5,523 |

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

| AGN | ICR | Title | Create Date | Grid # | Reported Date | MOC range |
|------|----------|--|-------------|--------|---------------|-----------|
| WHPS | 16005164 | 3rd Degree DWI / Driving After Suspension | 8/1/2016 | 3 | 8/1/2016 | JFW01 |
| WHPS | 16005185 | Property Damage | 8/3/2016 | 3 | 8/3/2016 | P3129 |
| WHPS | 16005315 | 3rd Degree DWI | 8/6/2016 | 5 | 8/6/2016 | JFW01 |
| WHPS | 16005320 | Drugs - Possess Small Amount of Marijuana | 8/6/2016 | 3 | 8/6/2016 | DA540 |
| WHPS | 16005336 | Drugs - Possess Small Amount of Marijuana / Drugs-Paraphernalia Possession | 8/6/2016 | 3 | 8/6/2016 | DC500 |
| WHPS | 16005451 | Damage to Property | 8/12/2016 | 3 | 8/12/2016 | P3129 |
| WHPS | 16005489 | 4th Degree DWI | 8/13/2016 | 3 | 8/13/2016 | JGW01 |
| WHPS | 16005554 | Theft of Street Signs | 8/16/2016 | 5 | 8/16/2016 | TR229 |
| WHPS | 16005702 | Drugs-Small Amt of Marijuana in Motor Vehicle /Drugs-Paraphernalia Possession / Open Bottle in Motor Vehicle Possession / Possess Alcohol Under 21 | 8/20/2016 | 3 | 8/19/2016 | M4104 |
| WHPS | 16005740 | Property Damage - Mailbox | 8/21/2016 | 3 | 8/21/2016 | P3119 |
| WHPS | 16005854 | 4th Degree DWI | 8/26/2016 | 3 | 8/26/2016 | JGW01 |
| WHPS | 16005864 | Theft of 5 Gnome Statutes | 8/26/2016 | 5 | 8/26/2016 | TC229 |

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

| AGN | ICR | Title | Create Date | Grid # | Reported Date | MOC range |
|------|----------|---|-------------|--------|---------------|-----------|
| WHPS | 16005370 | Theft of Construction Tools | 8/8/2016 | 2 | 8/8/2016 | T0999 |
| WHPS | 16005384 | Vandalism / Property Damage | 8/9/2016 | 1 | 8/9/2016 | P3129 |
| WHPS | 16005401 | Domestic Assault / 2nd Degree | 8/9/2016 | 1 | 8/9/2016 | AL441 |
| WHPS | 16005462 | Vandalism | 8/12/2016 | 1 | 8/12/2016 | P3119 |
| WHPS | 16005489 | 4th Degree DWI | 8/13/2016 | 2 | 8/13/2016 | JGW01 |
| WHPS | 16005543 | Financial Transaction Card Fraud | 8/15/2016 | 2 | 8/15/2016 | U0560 |
| WHPS | 16005557 | Vandalism / Damage to Property | 8/16/2016 | 1 | 8/15/2016 | P3129 |
| WHPS | 16005558 | Financial Transaction Card Fraud | 8/16/2016 | 2 | 8/16/2016 | U0550 |
| WHPS | 16005595 | Underage Attempt to Purchase | 8/17/2016 | 1 | 8/17/2016 | M4113 |
| WHPS | 16005703 | Not a Drop-Underage drinking-driving / Underage Purchase of Alcohol | 8/20/2016 | 1 | 8/19/2016 | M4106 |
| WHPS | 16005705 | Underage Purchase of Alcohol | 8/20/2016 | 1 | 8/20/2016 | M4113 |



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY

August 2016 Activity Report

Year to Date Activity Report

At the end of August 31, 2016, West Hennepin Public Safety (WHPS) has year-to-date handled a total of 5,977 incident complaints; 2,085 in Maple Plain and 3,583 in Independence. This is an increase of 454 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:

3rd Degree DWI / Personal Injury Crash

Aug 1 9:57 p.m. reported a vehicle had gone through the T intersection and rolled over at Budd Street and Perkinsville Rd., Independence. The driver, Riley Charles Hanson, 25 from Mound was found sitting on the ground alert and conscious with minor scrapes on his knee. Hanson provided a breath sample which resulted in .19% breath alcohol concentration. Hanson was arrested for 3rd Degree DWI and transported to jail.

Property Damage

Aug 3 Someone tore up the grass areas with a vehicle at the Pioneer Creek Community Park, Independence. Case is under investigation.

Crash / Personal Injury

Aug 3 A 59 year old male motorcyclist from Rockford was westbound on Co Rd 11, Independence when an eastbound vehicle driven by a 70 year old male from Maple Plain turned into a driveway in the 7000 block of Co Rd 11, Independence. The motorcyclist collided with the passenger car and was thrown from his M/C. He was airlifted to the hospital. The vehicle driver had injuries and was checked by the paramedics.

Help Requested

Aug 4 Female in the 2000 block of Co Rd 90, Independence was having bad thoughts, was out of medication and admitted she had been drinking. A preliminary breath sample resulted in .18% breath alcohol concentration. A friend took her to the hospital.

Welfare Check

Aug 4 A welfare check requested for a friend in the 4000 block of Woodhill Lane, Independence. She calls her friend every day at 9 a.m. and has not been able to reach her. Contact was made with the friend; the neighborhood had a power outage and would call her as soon the power is back on.

Solicitation Complaint

Aug 4 Complaint of two males selling magazine subscriptions without a permit in the 5000 block of Lake Sarah Heights Dr., Independence. The males were asking questions about what the resident did for work and other activities in the neighborhood. The suspects were located who stated they were selling subscriptions to earn a vacation trip. 21 year old male from Texas was issued a citation for Soliciting without a Permit as he had been contacted in Minnetrista the day prior and warned about soliciting.

4th Degree DWI

Aug 6 A vehicle did not stop at the stop sign at CR 92 and CR 11, Independence. Shari Lynn Kuechle, 49 from Delano submitted a breath sample which resulted in .10% breath alcohol concentration. Kuechle was arrested for 3rd Degree DWI and was released to a friend.

Suspicious Activity

Aug 7 Three individuals were taking pictures of the construction equipment on the north side of Highway 12 at the intersection of 92, Independence; saw the squad car and got into their car to leave. Contact with the driver who said they were leaving. No warrants or evidence of criminal activity were found.

ATV Complaint

Aug 10 2000 block of Heritage Trail, Independence. Complaint of four kids riding ATV's and dirt bikes in the wet lands and on the road. Contact was made with a juvenile and his mother and advised of the DNR rules and regulations and given the Off-Highway Vehicle regulations book.

Suspicious Act

Aug 11 1700 Co Rd 90, Independence At 10:22 p.m. an occupied vehicle was parked along a gravel driveway between two bushes. Two 18 year olds; male from Orono and female from Independence were in the back seat of the vehicle. Both said they were there willingly and were advised to move on and be careful of being in parks and on private property.

Damage to Property

Aug 12 Pioneer Creek Community Park, 2055 Co Rd 90, Independence. Someone had driven their vehicle on the south side of the park road, near the playground on the soft wet grass, leaving several tire marks and gouges in the grass. Anyone that observed a vehicle in the Park on the 11th or 12th, please call WHPS with the information. The case is under investigation.

Trespassing

Aug 12 Reported someone living in a tent in the woods behind a business in the 4000 block of Highway 12, Maple Plain. The tent was located and a 42 year old female from Maple Grove and her 38 year old fiancé from Delano stated they were there one night as Baker Park and MP Motel were full. It was obvious they were there longer than one night and found they were removed from Baker Park Campground for failure to pay. They were trespassed from the property.

4th Degree DWI

Aug 13 Vehicle stopped for a license plate light not working at Highway 12 / Co Rd 90, Independence. The driver Cory Jobe Scott Remington, 22 from Grand Forks, ND provided a breath sample which resulted in a .13% breath alcohol concentration. Remington was arrested for 4th Degree DWI.

Suspicious Act /Warrant Arrest

Aug 13 Reported a male and female were arguing about cleaning and digging stuff out of the back of a U-Haul truck in the 1600 block of Marsh Ave. Maple Plain. The male had a Gross Misdemeanor Warrant out of Cass County. He was arrested and transported to jail. The female was clear and left to go to meet her sister.

Cyclist Down

Aug 14 5000 block of Co Rd 11, Independence, Reported a motorcyclist down with unknown injuries. Loretto Fire Rescued assisted with treating the 47 year old male from Independence who did not remember what had happened. He had injuries to his head, face, and hands. It appeared the motorcyclist had lost control and left the roadway. The rider refused ambulance transportation and his family took him to the hospital.

Damage to Property

Aug 15 Discovery Center, Maple Plain reported the playground equipment was vandalized again, 2nd weekend in a row. A plastic covered table was burned and a porta-potty located at the northeast corner of the school was pushed over. The case is under investigation. Please call if have information.

Disturbance

Aug 15 Reported in the area of Pagenkopf Road and Fieldstone Rd, Independence a loud 'boom' cannon like explosion was heard twice on Saturday and once on Monday. The area was checked and nothing was found.

Suspicious Act

Aug 15 10:17 p.m. a vehicle was parked behind a business in the 5000 block of Highway 12, Maple Plain. The 19 year old female from St Bonifacius and the 30 year old male from South Haven were in the back seat of the vehicle and stated they were boyfriend and girlfriend and were meeting to spend some time together. The female was separately interviewed and confirmed she was there of her own will and it was determined everything was ok. They were advised to seek a private place to spend intimate time together and not a public location.

Underage Attempt to Purchase Alcohol

Aug 17 4000 block of Highway 12, Maple Plain. Business reported a male was using a false ID to purchase alcohol. The male became argumentative when questioned by the clerk and left the store. Armin Allan Berglund, 18 from Mound cited for Minor Entering Licensed Premises for Purchase of Alcohol.

Dog Bite

Aug 18 5000 block of Joyce Street, Maple Plain. A dog crawled underneath its fencing, charged out and bit a dog walking in Bryantwood Park. The dog owner was notified and given potential dangerous dog forms.

Possession of Drugs

Aug 19 Co Rd 92 / Highway 12, Independence. At 11:38 p.m. vehicle stopped for a taillight that was out. The driver and two passengers, 18 year old males from Delano were in possession of alcohol, open container of alcohol and possession of marijuana paraphernalia. They were cited for the violations.

ATV Complaint

Aug 21 Complaint of ATV riding in a yard and in the wetland at 2000 block of Heritage Trail, Independence. Contact made with the homeowner who would ensure his children stayed on their property.

Stolen Checks

Aug 23 A resident in the 7000 block of Pioneer Creek Rd, Independence found an envelope in their yard containing personal checks from persons in the cities of Mound and Minnetrista. Contact with the check owners found the checks were stolen from their mailboxes. Checks were submitted to the check owner's police department for processing.

Traffic Complaint

Aug 24 Co Rd 19 / Co Rd 6, Independence reported a house move with two trailers with a half a house on each one was blocking traffic and the overhead high wires were being pushed up so the trailers and house could go underneath them. The house movers had a permit for moving at night but said it was too dangerous and had to move during the day. Drivers were cited for registration or permit required, directing another to violate regulation and registration or permit required. The House Movers were from Long Prairie.

Loose Pig

Aug 25 Co Rd 11 / County Line Rd, Independence. Caller reported a pig was walking on Co Rd 11. The pig was found and when called "Pig", the pig would stop and turn and look at whoever called to it. The pig turned and began trotting to the Officer when he called out "HERE PIG". The pig followed the Officer as he walked to the owner's farm. The pig's owner arrived and assisted with coaxing "Paprika" to her pen.

Community Relations

Aug 25 Reserve Officers participated in a vehicle fair at the Orono Discovery Center. A squad car was on display.

Crash

Aug 25 Independence Street / Baker Park Rd, Maple Plain. A vehicle towing a boat on a trailer was rear ended. The driver stated she reached for her sunglasses, taking her eyes off the road, when she looked back she saw the boat in front of her and collided with it. The driver was issued a citation for Failure to Drive with Due Care and No Proof of Insurance.

4th Degree DWI

Aug 26 Co Rd 19 / Perkinsville Rd, Independence. Vehicle crossed the center and fog lines of the road. The driver Robin Marie Karnes, 29 from Loretto submitted a breath test which resulted in .09 Breath Alcohol Concentrations. Karnes was arrested for 4th Degree DWI and released to a responsible person.

Theft

Aug 26 3000 block of Lake Haughey Rd, Independence for 5 gnome sculptures /statues were stolen from a front yard. The Gnome's are approximately 3 feet tall, weight approximately 200 lbs. and are very rare and were handmade by the previous property owner. Approximate loss \$1,200.00.

Crash

Aug 26 Vehicle stopped at Co RD 90 waiting for traffic to clear on Co Rd 6 was rear-ended. The 17 year old female driver from Minnetrista stated she was distracted talking to her passengers and misjudged the distance to stop. Both vehicles had minor damage. No injuries. The driver's father was called and advised of the contributing factor of his daughter being distracted by other occupants.

Crash

Aug 27 4000 block of Lake Sarah Drive S., Independence. 16 year old male driver from Big Lake, admitted he drove with a fogged over windshield and struck a parked vehicle on roadway. He was issued a citation for Failure to Drive with Due Care.

Steamed Over Vehicle

Aug 28 1:17 a.m. reported an occupied vehicle in the 9000 block of Roy Rd, Independence; the windows were steamed over and the vehicle was running. Contact was made with two occupants, a 17 year old female and her 18 year old boyfriend. They said they were just 'hanging out' in the rear of van after celebrating a birthday. Female's father was contacted and made aware of the police contact. Both were advised of the complaint and being in area at such a late hour and to find more appropriate location to "hang out".

Flagged License Plates

Aug 31 Co Rd 6 / Co Rd 90, Independence a vehicle was stopped for license plates flagged for impoundment. The driver stated her husband had a DWI about a month ago and was unaware the plates needed to be removed. The plates were removed from the vehicle and the driver was given a ride to Watertown.

Dumping Complaint

Aug 31 Caller reported he was going home for lunch and saw a male dumping something out of a white storage container down the storm sewer drain at CR 83/Joyce Street, Maple Plain. The male told the caller he was just dumping fish when he was told he shouldn't be doing that. The case is under investigation.



Agenda Information Memorandum
September 26, 2016 - Maple Plain City Council

7. ADMINISTRATION MONTHLY REPORTS
D. Public Works May Monthly Report

ACTION TO BE CONSIDERED

To approve the September Monthly Report for Public Works:

FACTS

Staff has been busy with seasonal projects and ongoing issues that include:

- Public Works repaired the Storm Sewer on Independence St.
- Beginning of Budd Ave Road Project, working with City Engineer Stantec Dan Boyum and our contractors for material and equipment storage and fencing etc.
- Working with Stantec's Ryan Capelle to find most effective way to remove radium from our water in our water treatment plant
- Repairing and replacing steps and decking at Northside Park's announcer's booth.
- Maintaining the Compost site, turning over compost piles and pushing up brush and limb pile
- Receiving quotes for Water Tower Cleaning and inspection process.
- Attended a training expo in Waconia.
- Public Works worked with American Custom Rotomolding LP to locate and do repair of leak with in their fire suppression system.



Agenda Information Memorandum
September 26, 2016 - Maple Plain City Council

7. ADMINISTRATIVE REPORTS
E. ADMINISTRATION MAY MONTHLY REPORT

ACTION TO BE CONSIDERED

To approve the September Monthly Report for Administration

FACTS

- Staff has welcomed Taylor Richter as the new Assistant to the City Administrator.
- Staff attended the September Police Commission meeting.
- Staff attended the September Highway 12 Safety Coalition meeting.
- Staff has worked with Abdo Eick and Meyers in preparation for the 2017 Budget.
- Staff is working with the LMCC and Alpha Video with installation of new Audio/video equipment in Council Chambers.
- Staff has been working to establish a Cable Franchise Application process.
- Staff has been communicating with Budd Avenue residents during the street reconstruction project.
- Staff has been preparing for the 2016 General Election.
- Staff has been working to establish a Maple Plain Lion's group.

RESOLUTION NO.15-1026-01

A RESOLUTION APPROVING THE REQUEST BY COLLISION CORNER FOR AN AMENDMENT TO THE EXISTING CONDITIONAL USE PERMIT FOR THE PROPERTY LOCATED AT 5060 US HIGHWAY 12

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, Kurt and Michelle Kroll (the “Applicants/Owner”) submitted an application seeking an amendment to the existing conditional use permit for the property located at 5060 US Highway 12 (the “Property”); and

WHEREAS, the Property is zoned Mixed Use – Gateway (MU-G); and

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

WHEREAS the Planning Commission held a public hearing on July 1, 2015 to review the application for an amendment to the existing 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 approval.

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 Kurt and Michelle Kroll for an amendment to the existing conditional use permit per the City’s zoning regulations with the following conditions:

1. The proposed conditional use permit amendment meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.

2. Approval of the conditional use permit is subject to the applicant providing additional information and receiving City approval for the following items:
 - a. The applicant shall enter into a licensing agreement with the City pertaining to the use of the Oak Street right of way.
 - b. The Applicant shall submit a grading and drainage plan and requisite storm water calculations. Based on the calculations, the applicant shall meet all applicable standards pertaining to storm water, grading and drainage.
 - c. The applicant shall obtain all requisite approvals from Minnehaha Creek Watershed District.
 - d. The applicant shall revise the plans to provide a 25' wide drive aisle and 20' long spaces within the Oak Street right of way.
 - e. The applicant shall revise the plans to indicate the detailed locations of the no parking signage and fire lane striping.
 - f. The Applicant shall address all comments made by the Planning Commission relating to building architecture, color and materials.
 - g. The applicant shall revise the parking plan to include an accessible parking stall in the front of the building.
 - h. The Applicant shall provide the City with a revised lighting plan that includes the detailed photometric information for the lights proposed. The applicant shall provide new building lighting as indicated on the approved site plan along with a new decorative light pole at the northeast corner of the property. The new light pole shall match the City's approved standards as indicated in the Downtown Design Guidelines.
 - i. The applicant shall provide the City with a revised landscaping plan to include landscaping as follows:
 - a. To screen the northeast corner of the site, the applicant should include seven - 6' height arborvitae, nine - 36" height dwarf burning bush or similar and twenty five - one gallon feather reed grass or similar ornamental grasses along the fence. In order to achieve this planting the applicant will need to remove existing asphalt.
 - b. To screen the western edge of the Oak Street right of way, the applicant should include five 6' height evergreen trees (i.e. Black Hills Spruce or similar).
 - c. To further screen the improved Oak Street right of way, the applicant shall provide three additional 6' height evergreen trees on the north side of the right of way. The applicant will work with the City to identify the best locations.

- j. The applicant shall address and satisfy all Fire Department comments relating to the building and site.
3. The Conditional Use Permit will be amended to include the following conditions:

Part 1 (Oak Street is not improved)

- a. Approval of the existing site improvements shall include:
 - i. Building addition
 - ii. Perimeter fence
 - iii. Landscaping
 - iv. Building and street lighting
 - v. No parking signage
 - vi. Provide emergency vehicle/public safety access route as designated on plan
 - vii. Parking lot striping
 - viii. Parking and storage in designated areas only
 - ix. Total Parking on Site as follows:
 - 1. Oak Street ROW – no parking or use
 - 2. Boundary Avenue – 15 spaces
 - 3. In Front of Building – 5 spaces (customer parking)*
 - 4. Behind Building – 30 spaces
 - 5. For Sale Vehicle Parking – 10 spaces

Total Spaces: 60 Spaces

** Delivery service vehicles, vehicle carriers, mail carrier vehicles and other similar vehicles which are in the active process of dropping off or picking up items or customers from the business shall not be subject to the total number of vehicles provided that they meet the following conditions:*

- *A maximum of 5 additional vehicles of any type can be located in this area.*
- *Cannot be parked outside of designated parking spaces for a time period of longer than 15 minutes.*
- *Cannot block designated fire or access lanes.*
- *Cannot be parked in no parking areas.*

Part 2 (Oak Street is improved)

- b. Approval of the additional site improvements shall include:
 - i. Pavement of Oak Street as permitted by the license agreement
 - x. Landscaping
 - xi. Parking space striping
 - xii. Parking in designated areas only
 - xiii. Total Parking on Site as follows:

1. Oak Street ROW – 43 spaces (17 employee, 26 spaces for mechanical repair drop-off)
2. Boundary Avenue – 17 spaces (customer parking)
3. In Front of Building – 5 spaces (customer parking)
4. Behind Building – 36 spaces
5. For Sale Vehicle Parking – 10 spaces

Total Spaces: 111 Spaces

- c. Parking shall be limited to the approved number and type of spaces as identified on the site plan and further defined within the conditions of approval.
- d. No vehicles shall be stored, temporarily stored, parked or otherwise located in any location other than those specifically designated on the approved plan.
- e. No parking of vehicles shall be permitted on Boundary Avenue outside of the areas designated on the approved site plan.
- f. Parking of vehicles within the Oak Street and Boundary Street right of way shall be limited to employees of the business and customer drop-off and pick-up of vehicles in need of mechanical repair. No vehicle with body damage shall be parked in the rights of way.
- g. All of the required improvements identified on the approved plans shall be installed and approved in accordance with the following schedule: prior to the applicant receiving approval of this amendment.

a. Part I

i. The following Part I improvements shall be installed prior to January 1, 2016:

1. No parking signs installed in front of building as indicated on approved plans.
2. The number of vehicles parked in front (along Hwy 12) of the building shall not exceed the number approved on the site plan (five vehicles). The designated parking spaces shall be striped in accordance with the approved plans.
3. Five 6' height evergreen trees shall be installed along the northeast corner of the Oak Street right of way as shown on the approved plans.

ii. The following Part I improvements shall be installed prior to May 1, 2016:

1. The portion of fence along Highway 12 as shown on the approved plans.

b. Part I and II

- i. The following Part I improvements shall be installed prior to October 1, 2016:
 1. Building addition
 2. Perimeter fence
 3. Landscaping
 4. Lighting – both building and parking lot lighting
 5. Parking lot/space striping
 6. No parking signs and fire lane signs along building
 7. No parking signs installed in front of building as indicated on approved plans.
 8. Provide emergency vehicle/public safety access route as designated on plan
 9. Parking and storage in designated areas only
 10. Pavement of Oak Street as permitted by the license agreement
- h. There shall be no storage of vehicles or parts within the Oak Street and Boundary Street rights of way.
- i. All requisite fencing shall be maintained by the applicant for the duration of the conditional use permit. Maintenance shall include, but is not limited to keeping the fence true, upright, without missing boards or sections and in all locations indicated on the approved plan.
- j. All requisite landscaping shall be maintained by the applicant for the duration of the conditional use permit.
- k. The hours of operation shall be permitted between the hours of 6:00 a.m. and 10:00 p.m. Monday through Friday and 7:00 a.m. and 7:00 p.m. Saturday and Sunday. No work outside of the building shall occur outside of the aforementioned times.
- l. No boat or watercraft storage shall be permitted on the property. Boats that are being repaired shall be allowed on the subject property for a period not to exceed three (3) months.
- m. The tire bin shall not exceed the height of the screen fence and shall be located wholly within the subject property and not within the City's right of way.
- n. The trash dumpster shall be fully screened from view by the proposed fencing and shall be located wholly on the subject property and not within the City's right of way.
- ~~4. The applicant shall complete the Part 1 improvements within six (6) months of the City's approval of the conditional use permit amendment.~~
5. The use of the Oak Street right of way will be subject to the applicant completing the Part 2 improvements.

6. The Applicant shall pay for all costs associated with the City's review of the conditional use permit amendment.

This resolution was adopted by the City Council of the City of Maple Plain on this 26th day of October, 2015, by a vote of ____ ayes and ____ nays.

Jerry Young, Mayor

ATTEST:

Tessia Melvin, City Administrator

(SEAL)

RES. NO. _____
CUP – Collision Corner 5060 US Highway 12

LICENSE AGREEMENT

This License Agreement ("Agreement") is entered into as of 14th day Dec, 2015 (the "Effective Date") between the City of Maple Plain, a Minnesota municipal corporation ("City/Licensor") and Kurt K. Kroll & Associates, Inc. d.b.a. Collision Corner, a Minnesota corporation ("Licensee").

RECITALS

- a) City has a deeded right-of-way located adjacent to the property owned by Licensee. The deeded right of way is shown on the plat of _____ as "Oak Street" ("Subject Property").
- b) Licensee is owner of the real property located at 5060 Highway 12, Maple Plain, Minnesota 55359, and operates a commercial body, repair and paint facility at that address; Licensee also sells motor vehicles from its property; Licensee has operated its business at said property under the authority of a Conditional Use Permit (CUP) issued by the City in 1988.
- c) Licensee has applied to the City for an amended CUP; the Maple Plain Planning Commission has reviewed Licensee's application, and has recommended approval, with conditions.
- d) On October 27, 2015 the Maple Plain City Council reviewed and approved the CUP of Licensee; one of the conditions of approval was that Licensee enter into a License Agreement for the use of Subject Property under the terms and conditions of this Agreement.

NOW, THEREFORE, Licensor and Licensee agree:

- 1) The City hereby issues to Licensee this License for the use by Licensee of the Subject Property for the parking of vehicles, as depicted on the approved amended CUP; no other storage of Licensee's property is permitted on the Subject Property.
- 2) Licensee shall install a gravel base on Subject Property and will be allowed to park 17 employee vehicles, only, (to eliminate the existing parking on Boundary Avenue) on the south portion of Subject Property. This parking arrangement is temporary and will be reviewed by the Licensor on or about October 1, 2016 for a determination as to whether additional parking will be allowed on Subject Property pursuant to Paragraph 4 below.
- 3) Licensee will be required to pave the Subject Property before it can qualify for additional parking of vehicles; Licensee shall maintain Subject Property, including snow plowing, and Subject Property must be kept in good condition by Licensee.

- 4) Licensee complies with all other provisions of this Agreement and completes paving of the Subject Property, City will permit 26 vehicles to be parked overnight in accordance with approved site plan. Vehicles parked on Subject Property shall be limited to employees and the business and customer drop-off and pick-up of vehicles in need of mechanical repair. No vehicle with body damage shall be parked in the right of way.
- 5) The paving of Subject Property shall be installed in accordance with the grading and drainage plan presented by Licensee and approved and by the City.
- 6) The City shall have access to the Subject Property at all times to maintain and repair its public utilities (sewer and water).
- 7) Licensor has the right to terminate this License by giving Licensee 180 days written notice by United States mail at least three days before the commencement of the 180 day period; or the 180 day period starts immediately following personal delivery of notice to Licensee.
- 8) Licensee shall have the right terminate this Agreement upon at least 180 days prior written notice to Licensor.
- 9) One of the conditions of this License is that Licensee have a valid CUP to operate its business; any violation of the amended CUP by Licensee will constitute a violation of this License, and the License shall be deemed null and void at such time as the Licensee is found to be in violation of the terms of the amended CUP.
- 10) Upon termination of this License, Licensee shall remove any property it may have placed on Subject Property; failing to remove its property, Licensor may remove such property and assess the cost of said removal to Licensee.
- 11) If this License is terminated, the CUP issued to Licensee must be amended.

[Signatures pages to follow]

LICENSOR:

CITY OF MAPLE PLAIN

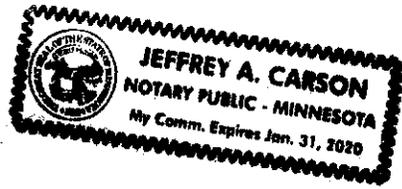
By: 
Its Mayor

By: 
Its Administrator

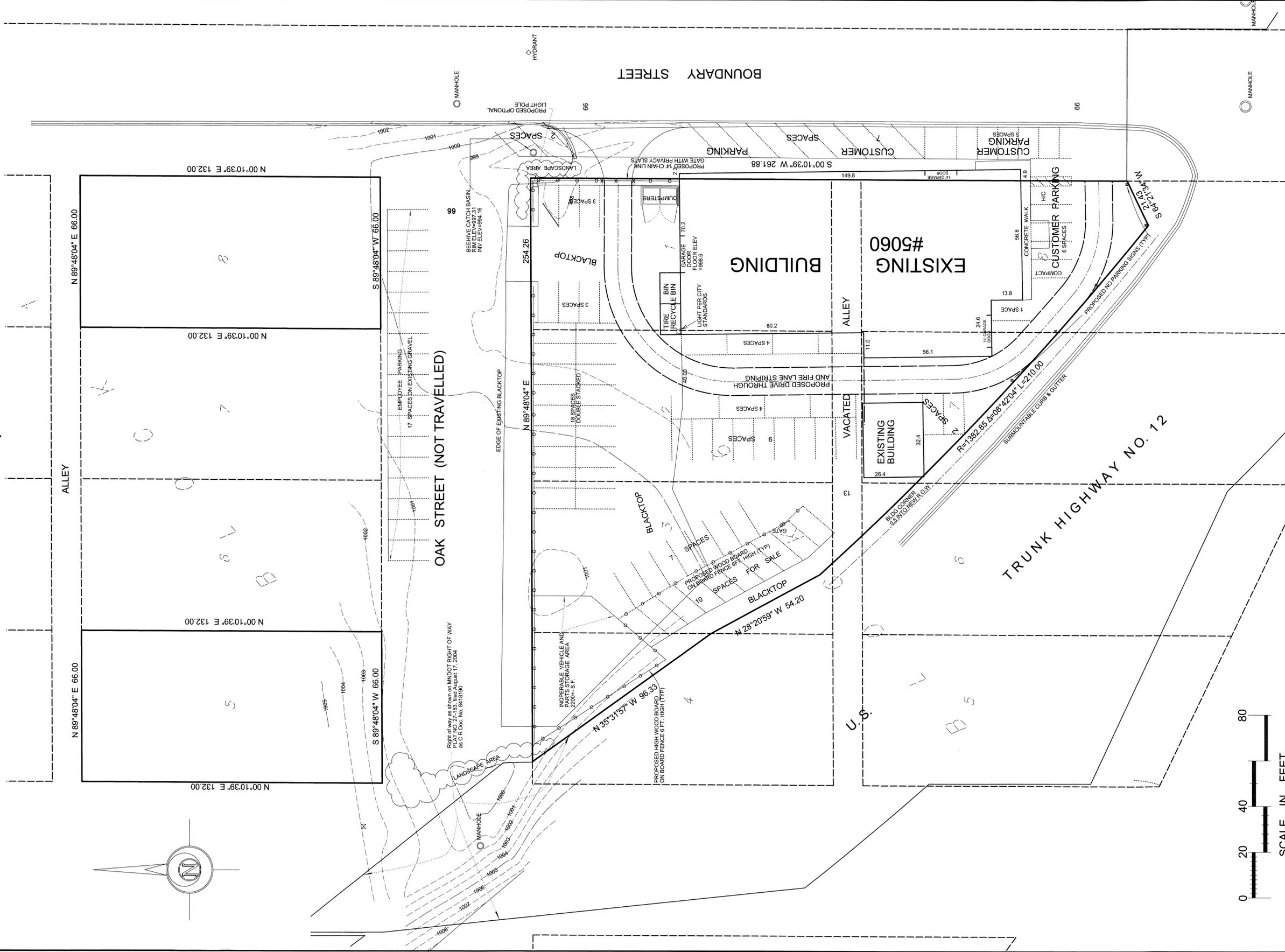
STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 17 day of December, 2015, by Jerry Young, the Mayor, and Tessia Melvin, the Administrator, of the City of Maple Plain, a Minnesota municipal corporation on behalf of the corporation.


Notary Public



PROPOSED PARKING FOR KURT & MICHELLE KROLL IN BLOCKS 1 AND 6, MAPLE PLAIN HENNEPIN COUNTY, MINNESOTA



REVISIONS

| DATE | BY | REMARKS |
|----------|----|----------------------|
| 5-7-15 | | REVISED PARKING PLAN |
| 6-5-15 | | REVISED PARKING PLAN |
| 8-26-15 | | REVISED PARKING PLAN |
| 9-23-15 | | REVISED PARKING PLAN |
| 10-21-15 | | PROPOSED PAVEMENT |
| 12-14-15 | | REVISED PARKING PLAN |
| 8-4-16 | | REVISED PARKING PLAN |

| DESIGNER | DRAWN | CHECKED |
|----------|-------|---------|
| | | |

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Mark J. [Signature]
DATE 8-4-15 MINN. LICENSE NUMBER 22757

| DATE | SCALE | DATE | SCALE |
|----------|--------|--------|--------|
| 9-3-14 | 1"=20' | 8-4-15 | 1"=20' |
| 10-20-15 | 1"=20' | 8-4-16 | 1"=20' |



GRONBERG & ASSOCIATES, INC.
CIVIL ENGINEERS, LAND SURVEYORS, LAND PLANNERS
445 N. WILLOW DRIVE LONG LAKE, MN 55356
PHONE: 952-473-4141 FAX: 952-473-4435

2017 PROPOSED LEVY CERTIFICATION

State of Minnesota

County of Hennepin

Taxing Jurisdiction of Maple Plain

I, Robert Schoen Clerk of said Taxing Jurisdiction of Maple Plain hereby certify that the following Resolution was passed by the governing body of said Taxing Jurisdiction at a duly convened meeting held in said Taxing Jurisdiction on September 26, 2016.

On motion it was resolved that the following sums of money be raised by tax upon the taxable property in said Taxing Jurisdiction for the following purposes for the current year:

| LEVY ITEM | CERTIFIED LEVY* |
|---|-----------------|
| 1. General Revenue | 1,289,532 |
| 2. Bonded Indebtedness** | 197,502 |
| 3. Sewer District | |
| A. Total Tax Capacity Based Levy | 1,487,034 |
| B. Market Value Based Referendum Levy | \$ |
| C. Total Tax Capacity and Market Value Based Levies | 1,487,034 |

* The levy amount by line item should already be reduced by Local Government Aid (LGA) and other resources used to finance your Taxing Jurisdiction's budget.

** Provide a breakdown of the certified levy by individual bond on the reverse side.

I further certify that I have compared the foregoing with the original entry of the minutes of the Meeting so held September 26, 2016 as the same are recorded in the Book of Records of said Taxing Jurisdiction, and that the same is a correct transcript therefrom.

Given under my hand this _____ day of _____, 2016.

Taxing Jurisdiction Clerk

LEVY CERTIFICATION Debt Service Schedule

| Bond Description | Certified Levy |
|-------------------------------|-------------------|
| 2012A G.O. Bonds | \$ 16,538 |
| 2013A G.O. Bonds | 52,028 |
| 2014A G.O. Bonds | 73,770 |
| 2016A G.O. Bonds (Government) | 36,204 |
| 2016A G.O. Bonds (Enterprise) | 18,962 |
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| Debt Service Total ** | \$ 197,502 |

**** This must match the totals for Debt Service reported on the front.**

Per M.S. 475.61 all debt must be accounted for in your resolution. If the amount levied is less than the required amount from the payment schedule for the bond, you must pass a resolution stating that you have sufficient funds for that bond. This can be included in the same resolution with your levy. You must submit your resolution with this certification form.

RESOLUTION NO. 16-_____

**RESOLUTION APPROVING 2017 PROPOSED GENERAL FUND BUDGET, 2017
PRELIMINARY PROPERTY TAX LEVY, AND SETTING PUBLIC HEARING DATE
FOR THE 2017 BUDGET AND PROPERTY TAX LEVY**

WHEREAS, the City of Maple Plain is required by State law to approve a resolution setting forth an annual tax levy to the Hennepin County Auditor; and

WHEREAS, Minnesota Statutes require approval of a preliminary property tax levy and preliminary budget on or before September 30th of each year; and

WHEREAS, the City Council has received the proposed budget document;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Maple Plain, that the Preliminary 2017 General Fund budget shall be as follows:

| | |
|-----------------------------------|-----------------------|
| General Fund <i>Summarized</i> | 2017 <u>Budget</u> |
| Revenues | \$ 1,685,775 |
| Expenditures | (1,481,560) |
| Other Financing Sources (Uses) | (204,215) |
| Net Change in Fund Balance | <u>\$ -</u> |

BE IT FURTHER RESOLVED that the Truth in Taxation Public Hearing will be held on December 12, 2016; and

BE IT FURTHER RESOLVED that the City Council of the City of Maple Plain, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2017 upon the taxable property in said City of Maple Plain for the following purposes:

| | <u>2016 Levy</u> | <u>2017 Request</u> | <u>Increase/ (Decrease)</u> | <u>% Change</u> |
|--------------------------------|----------------------|-------------------------|---------------------------------|---------------------|
| Program or service | | | | |
| Base Levy | | | | |
| General Fund | \$ 1,295,985 | 1,262,532 | (33,453) | (2.58) % |
| Economic Development Authority | 27,500 | 27,000 | (500) | (1.82) |
| Debt Service | | | | |
| 2012A G.O. Bonds | 16,958 | 16,538 | (420) | (2.48) |
| 2013A G.O. Bonds | 52,490 | 52,028 | (462) | (0.88) |
| 2014A G.O. Bonds | 73,290 | 73,770 | 480 | 0.65 |
| 2016A G.O. Bonds (Govt) | - | 36,204 | 36,204 | 100.00 |
| 2016A G.O. Bonds (Enterprise) | - | 18,962 | 18,962 | 100.00 |
| Total City Levy | <u>\$ 1,466,223</u> | <u>1,487,034</u> | <u>20,811</u> | <u>1.42 %</u> |

BE IT FURTHER RESOLVED that the debt service tax levies have been adjusted or cancelled based on the City's review of its debt service levy requirements. The following adjustments have been made to the debt levies:

| Bond Issue | Levy Requirement | Adjustments | Proposed Levy |
|-----------------------------|------------------|-------------|---------------|
| GO Bonds 2012A | \$ 21,138 | (4,600) | 16,538 |
| GO Bonds 2013A | 47,628 | 4,400 | 52,028 |
| GO Imp Bonds 2014A | 70,770 | 3,000 | 73,770 |
| GO Bonds 2016A (Govt) | - | 36,204 | 36,204 |
| GO Bonds 2016A (Enterprise) | - | 18,962 | 18,962 |
| Totals | \$ 139,536 | 57,966 | 197,502 |

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to transmit this information to the County Auditor of Hennepin County, Minnesota and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

Adopted by the Maple Plain City Council on September 26, 2016.

Mayor

Attest:

City Administrator

Annually, the city administrator must prepare a budget and present it to the city council. A preliminary budget is considered and the maximum tax levy is adopted in September, with review and discussion of all budgets between September and December, with the final budget and tax levy adopted in December.

Preliminary 2017 Budget

The preliminary 2017 general fund budget is \$1,481,560, which is an increase of \$28,637 over the 2016 budget of \$1,452,923.

Preliminary 2017 Tax Levy

The preliminary tax levy for the general fund is \$1,262,532, which is a \$33,453 or 2.58% decrease over the 2016 general fund levy of \$1,295,985. The total tax levy for 2017, including the general fund, economic development authority and debt service is \$1,487,034. This represents a 1.42% or \$20,811 increase over the 2016 levy of \$1,466,223.

The estimated overall impact of the city tax levy on residential properties ranges from \$44 to \$121 per year for market values between \$106,700 and \$320,200, or an estimated increase of 5.4% to 8.0%.

Tax Levy, Tax Capacity, and Tax Impact

The proposed budget for 2017 reflects a tax levy of \$1,487,034 which is an increase of 1.42%. The following table summarizes the 2017 tax levy compared with 2016:

| PROPERTY TAX LEVY - ALL FUNDS COMPARISON OF PROPERTY TAXES | | | | |
|---|---------------------|------------------|-------------------------|---------------|
| | 2016 Levy | 2017 Request | Increase/ (Decrease) | % Change |
| Program or service | | | | |
| Base Levy | | | | |
| General Fund | \$ 1,295,985 | 1,262,532 | (33,453) | (2.58) % |
| Economic Development Authority | 27,500 | 27,000 | (500) | (1.82) |
| Debt Service | | | | |
| 2012A G.O. Bonds | 16,958 | 16,538 | (420) | (2.48) |
| 2013A G.O. Bonds | 52,490 | 52,028 | (462) | (0.88) |
| 2014A G.O. Bonds | 73,290 | 73,770 | 480 | 0.65 |
| 2016A G.O. Bonds (Govt) | - | 36,204 | 36,204 | 100.00 |
| 2016A G.O. Bonds (Enterprise) | - | 18,962 | 18,962 | 100.00 |
| Total Property Taxes | \$ 1,466,223 | 1,487,034 | 20,811 | 1.42 % |

The city-wide tax capacity represents the taxable property value within the city. It is determined by applying the state-wide property tax formula for each parcel, then adding each parcel's tax capacity. The city-wide tax capacity is then applied to the proposed levy to determine the local tax rate.

The following table summarizes the tax rates:

| | <u>Payable 2015</u> | <u>Payable 2016</u> | <u>Payable 2017</u> |
|-------------------------|----------------------------|-------------------------|-------------------------|
| Tax Capacity | \$ 1,850,160 | 1,975,280 | 2,042,454 |
| Area-Wide Contribution | (308,072) | (316,256) | (334,705) |
| Net Tax Capacity | \$ <u>1,542,088</u> | <u>1,659,024</u> | <u>1,707,749</u> |
| Certified Levy | \$ 1,415,305 | 1,466,223 | 1,487,034 |
| Area-Wide Distribution | (169,714) | (191,837) | (201,401) |
| Local Levy | \$ <u>1,245,591</u> | <u>1,274,386</u> | <u>1,285,633</u> |
| Tax Rate Trends | <u>2015</u> | <u>2016</u> | <u>2017</u> |
| City Tax Rate | 80.77 % | 76.82 % | 75.28 % |
| County Tax Rate | 46.40 % | 45.36 % | 45.36 % (1) |
| School Tax Rate | 22.60 % | 23.17 % | 23.17 % (1) |
| Other Tax Rate | 9.79 % | 9.53 % | 9.53 % (1) |
| Total Tax Rate | <u>159.56 %</u> | <u>154.87 %</u> | <u>153.33 %</u> |

The above tax rates are for non-watershed district properties.

2017 Proposed Values and Tax Capacity - Hennepin County Assessor's Dept.

(1) Amounts are estimated for county, school and other tax rates for 2017.

The following table summarizes the estimated tax impact on residential homes based on the proposed increase in the City tax levy and the assumption that a homes' value is increasing by 6.74%, which is the median amount.

| <u>Value of Property for Pay 2016</u> | <u>Value of Property for Pay 2017</u> | <u>Taxable Market Value Pay 2017</u> | <u>City Tax 2016 Actual</u> | <u>City Tax 2017 Estimated</u> | <u>\$ Increase/ (Decrease)</u> | <u>% Increase/ (Decrease)</u> |
|---|---|--|-------------------------------------|--|------------------------------------|-----------------------------------|
| \$ 100,000 | \$ 106,700 | \$ 79,100 | \$ 552 | \$ 595 | \$ 44 | 8.0 % |
| 150,000 | 160,100 | 137,300 | 970 | 1,034 | 63 | 6.5 % |
| 193,000 | 206,000 | 187,300 | 1,330 | 1,410 | 80 | 6.0 % |
| 250,000 | 266,800 | 253,600 | 1,807 | 1,909 | 102 | 5.6 % |
| 300,000 | 320,200 | 311,800 | 2,226 | 2,347 | 121 | 5.4 % |

The median home value for pay 2017 is \$206,000. The 2017 estimated tax represents a 6.74% increase in market value as the median change in residential market values.



Agenda Information Memorandum
September 26, 2016 - Maple Plain City Council

VII. NEW BUSINESS
C. WELL NO 4 – APPROVE PLANS & SPECIFICATIONS AND SET BID DATE

ACTION TO BE CONSIDERED

Approve the Well No. 4 Plans and Specifications and set the Bid Opening Date of Tuesday, October 25, 2016 at 10:00 AM.

FACTS

- Due to redevelopment of the Old City Hall Site, the City is not currently able to use Well No. 2 as a backup well.
- The City reviewed options related to Well No. 2 and 4 at the April 25 and May 9, 2016 Worksession and chose proceeding with a new Well No. 4 at the Water Treatment Plant.
- The estimated project cost for Well No. 4 and abandonment of Well No. 2 is \$510,000.
- The Council approved General Obligation Improvement Bonds on May 9, 2016 that included funding for new Well No. 4 and abandonment of Well No. 2.
- The project is proceeding in two phases:
 - Phase 1 – Well 4 design, specifications, preliminary wellhead protection delineation, MDH permit, bidding, construction, and test pumping.
 - Phase 2 – After the new Well 4 is test pumped and the performance of the well and aquifer is known, then design of pump, piping, and controls is done to match the pump with the performance of the aquifer, followed by bidding/construction.
- Well construction timelines can depend on the drilling method the bidder proposes.
 - Rotary drilling – shorter time to drill but typically more expensive and some alignment problems.
 - Cable tool drilling - longer time to drill but typically less expensive and better alignment.
- Both drilling methods are allowed during bidding to allow for a comparison of time line and prices.
- The proposed schedule will be to have the well online in Summer 2017.
- A complication that could occur and slow down drilling time is harder-than-expected bedrock.

ATTACHMENTS

Memo from Mark Janovec and Well No. 4 Location Plan & Profile.

To: Dan Boyum
City Engineer

From: Mark Janovec
Stantec

File: 193803620

Date: September 20, 2016

Reference: Proposed Design for Well No. 4

Attached are the draft designs and specifications for proposed municipal drinking water Well No. 4. This proposed well is planned to be drilled in the vicinity of the water treatment plant and will be completed in the Tunnel City-Wonewoc (TCW) aquifer (formerly known as the Franconia-Ironton-Galesville aquifer). The target pumping rate is 500gpm (gallons per minutes) of sand-free water, though the completed well will be designed to maximize the available yield that the aquifer can produce at this site.

The proposed design of Well No. 4 is based on the observed geology when nearby Well No. 3 was drilled in 1978. Stantec consulted with local drilling firms, including locally-based Bergerson-Caswell to obtain information about completing Well No. 4 in the TCW aquifer. Anecdotal evidence from the Maple Plain area suggests that while the TCW aquifer can produce adequate yields (such as observed in Maple Plain Well No. 2), some local wells can produce fine-grained materials if the formation is pumped beyond 200-300gpm. This is due to layers in the bedrock that are less stable and can shed sand and fine-grained materials at higher pumping rates.

When Well No. 4 is drilled, a gradation analysis will be performed to determine if the well is susceptible to pumping fine-grained material. The proposed approach to deal with these problematic layers in the aquifer (if present) is to screen the well and provide a gravel pack to filter the fine-grain materials from the well. The screen sizes will be adjusted according to the deposits encountered in the formation, helping to optimize yield from the most productive layers of the aquifer.

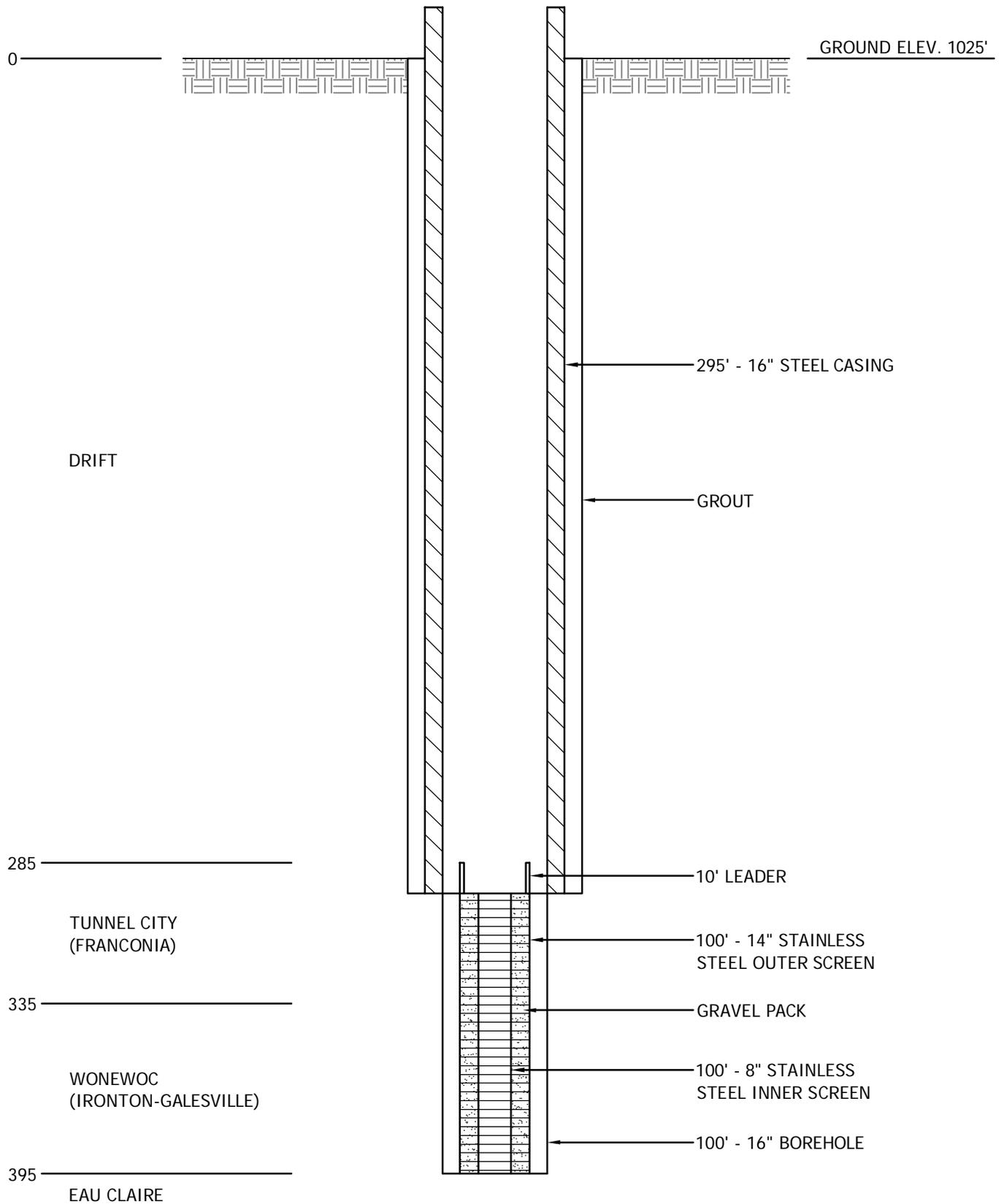
The well is proposed to contain a dual wall, with a gravel filter between the screens. One advantage of this approach is that the screen can be pulled periodically from the well (roughly once every 10 years) for maintenance and cleaning to prevent fouling which can plague well screens over time. Periodic cleaning can help ensure that well efficiency is maintained over time.

The engineer's opinion of probable construction cost for this well is around \$210,000 to \$230,000. This does not include the pump and controls which will be designed and specified at a later date, once the well has been drilled and the performance of the well and aquifer has been determined.

STANTEC CONSULTING SERVICES INC.

Mark Janovec
Phone: (651) 604-4831
Mark.Janovec@Stantec.com

cc. Ryan Capelle, Mark Rolfs



WELL NO. 4 PROFILE

MAPLE PLAIN, MINNESOTA
DEEP WELL NO. 4 CONSTRUCTION

FIGURE: 2



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St. Paul, MN 55113
www.stantec.com