

**AGENDA**  
**MAPLE PLAIN CITY COUNCIL – REGULAR MEETING**  
**MAPLE PLAIN CITY HALL**  
**JANUARY 11, 2016**  
**6:30 PM**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ADOPT AGENDA**
- 4. MAYOR PROCLAMATION OF GRATITUDE FOR JEFF CARSON, CITY ATTORNEY**
- 5. HeartSafe Update**
- 6. CONSENT AGENDA**
  - A. Approve January 11, 2016, City Council Meeting Minutes
  - B. Approve January 11, 2016, City Council Workshop Minutes
  - C. Accounts Payable
  - D. Acceptance of Meadows of Maple Plain – Letter of Credit Reduction No. 1
- 7. ADMINISTRATIVE REPORTS**
  - A. City Planner December Monthly Report
  - B. City Engineer December Monthly Report
  - C. Public Works December Monthly Report
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
  - A. Sign Variance to allow New Internally Illuminated Building Façade Sign by Variant Insurance
  - B. 5115 Industrial Street CUP Amendment to Cell Tower
  - C. 2016 City Council Appointments
- 10. PUBLIC HEARING: Budd Avenue Street and Utility Improvements**
- 11. COUNCIL REPORTS & OTHER BUSINESS**
- 12. 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.*
- 13. ADJOURNMENT**

**AGENDA**  
**MAPLE PLAIN CITY COUNCIL – REGULAR MEETING**  
**MAPLE PLAIN CITY HALL**  
**JANUARY 11, 2016 6:30 PM**

**1. WELCOME**

**2. CALL TO ORDER**

Present: Councilmembers Dave Eisinger, Justin McCoy, Julie Maas-Kusske, Mike DeLuca and Mayor Jerry Young. Also present were City Administrator, Tessia Melvin, Police Chief, Gary Kroells, City Planner, Mark Kaltsas, City Attorney, Jeff Carson and City Engineer, Dan Boyum.

**3. PLEDGE OF ALLEGIANCE**

**4. ADOPT AGENDA**

**5. LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**

**A. Legislative Update from Representative Jerry Hertaus**

State Representative Jerry Hertaus thanked the City Council and wished everyone a happy New Year. Representative Hertaus explained that this year the legislative is shorter than normal, but the main focus of this session should be on a transportation bill and tax bill. Representative Hertaus explained that the State does have a surplus and one third of that surplus must be transferred to the reserve fund. Representative Hertaus mentioned that the Governor did publicly state that the gas tax was not going to be part of the transportation bill this year. Representative Hertaus is confident that a transportation bill will pass this year with both parties working together. Mayor Young asked if any meetings have taken place prior to the legislative session about possible funding for Highway 12. Representative Hertaus explained that both he and Senator Osmek have been working together to bring Highway 12 safety concerns to the attention of both the House and Senate. Representative Hertaus explained how he and Senator Osmek are trying to go after funding in two ways. The first way is through an ominous transportation bill this legislative session and the other is through a bonding bill.

Councilmember McCoy asked if Representative Hertaus has reached out to the Senate and try to get a hearing not only in the House, but the Senate as well. Representative Hertaus explained that he has left Senator Osmek in charge with the Senate and himself with the Representatives in the House. Councilmember Eisinger asked about Local Government Aid. Representative Hertaus made the point that he is continuing to work on getting cities with a population below 5000 people more LGA funding.

**6. CONSENT AGENDA**

- A. Approve December 14, 2015 City Council Meeting Minutes
- B. Approve November 23, 2015 City Council Meeting Minutes
- C. Approve November 23, 2015 City Council Workshop Minutes
- D. Approve November 30, 2015 City Council Workshop Minutes
- E. Approve November 30, 2015 TNT Meeting Minutes
- F. Approve December 14, 2015 City Council Workshop Minutes
- E. Accounts Payable

- F. LMCIT Tort Waiver
- G. LMCIT Elected Officials Insurance Coverage Renewal-Resolution 16-0111-01
- H. Resolution Approving Increase in the Fire Relief Association 16-0111-02
- I. Approval of Fire Department Officers
- J. Resolution Approving the Hiring of Bobby Schoen 16-0111-03

**Councilmember McCoy moved to approve the consent agenda with the removal of Item H. Seconded by Mark DeLuca. Motion Passed 5 to 0.**

**Councilmember DeLuca moved to approved Resolution 16-0111-02 Increase in Fire Relief Association. Seconded by Councilmember Maas-Kusske. Motion passed 3 to 0 with Councilmembers Eisinger and McCoy abstaining.**

## 7. PUBLIC HEARINGS

## 8. ADMINISTRATIVE REPORTS

### A. West Hennepin December Monthly Report

Chief Gary Kroells gave the December and 2015 yearend report from West Hennepin. West Hennepin did see an increase in over 1000 calls this year and did respond to these calls being short one full-time officer. Chief Kroells thanked the residents of Maple Plain and Independence for all the support they have given the department over the last year.

Chief Kroells started his report with a comical incident that started with a minivan that had a bicycle stuck to the grill of the vehicle. The driver did not hit a child, but hit the bicycle in the garage and the next morning drove to work with that bicycle stuck to the grill. Nobody was hurt, but at first the situation was quiet stressful for officers until everything was explained.

Councilmember McCoy shared his experience about being on the hiring committee with West Hennepin in the search of a new police officer and shared a positive experience.

**Councilmember Eisinger moved to approve the West Hennepin Monthly Report. Seconded by Councilmember Maas-Kusske. Motion Passed 5 to 0.**

### B. City Planner December Monthly Report

Mark Kaltsas the City Planner explained that he has been working with Collision Corner to get into compliance with the guidelines of the CUP that has been passed. Mark Kaltsas has been having conversations with the developer for Meadows Maple Plain Developer with location and where these houses are going to go. Councilmember Maas-Kusske asked Mark Kaltsas to elaborate on where the process is with Collision Corner. Mark Kaltsas responded that he has had conversations with the owners regarding the partial completion of the fence as well as the addition of the evergreen trees that are part of the landscape plan. Mark Kaltsas also explained how the owners are working on reducing the number of cars that are on the property. The deadline for Collision Corner to get into compliance with the total number of cars is January 15<sup>th</sup>. Collision Corner can have no more than five cars parked out front of the building and those spaces need to be striped.

**Councilmember McCoy moved to approve the City Planner December Monthly Report. Seconded by Councilmember DeLuca. Motion Passed 5 to 0.**

### C. City Engineer December Monthly Report

Dan Boyum, City Engineer explained that he has been working on two feasibility studies. The first study is regarding Budd Avenue and the potential improvements at that street and the second would be the downtown redevelopment project. A public hearing will have to be heard on January 25<sup>th</sup> for the Budd Avenue project.

**Councilmember DeLuca moved to approve the City Engineer December Monthly Report. Seconded by Councilmember Eisinger. Motion Passed 5 to 0.**

### D. Administrative Year End Report

Tessia Melvin, City Administrator mentioned that the City does have a new employee, Bobby Schoen. Tessia Melvin, welcomed Bobby Schoen to the City of Maple Plain. City Staff is busy with concluding year end financials and preparing for the City audit. Councilmember McCoy asked how the progress with CodeRed was going. Tessia Melvin responded that administratively West Hennepin, Independence, and herself need to sit down and make sure that we have all the information to implement this project step by step at the same time.

**Councilmember Maas-Kusske moved to approve the Administrative Year End Report for 2015. Seconded by Councilmember Eisinger. Motion passed 5 to 0.**

### E. Public Works December Monthly Report

Tessia Melvin, City Administrative stated that Public Works has been very busy with the demolition of City Hall and all the sewer disconnections that have taken place over the past few months. Tessia Melvin praised how efficient and resourceful Public Works has been with office furniture and moving historical items from the older building. There have been some minor snow falls that have been addressed by Public Works.

**Councilmember Eisinger moved to approve the Public Works December Monthly Report. Seconded by Councilmember Maas-Kusske. Motion passed 5 to 0.**

## 9. OLD BUSINESS

### A. 2015: Year in Review

Mayor Young went through the year review of 2015. Some of the projects that the Mayor would like to see happen in 2016 would include a War Memorial at Northside Park as well as a Heritage Building at Northside Park. Being a destination City is a focus for the City Council. In 2016 the City will implement CodeRed an emergency communication system. Mayor Young stressed the importance of the many City relationships including, but not limited to the American Legion, West Hennepin Chamber, and Heritage Committee. All City organizations help promote quality of life in Maple Plain. Police and Fire work night and day to keep us safe. The City has been able to maintain a zero percent increase in the general fund since 2008.

In 2016 the City will complete street reconstruction projects such as Budd Ave, Maple Street, and Main Street near the downtown redevelopment. The City and Chamber of Commerce welcomed new business this year and some changes were made with Olson's Market leaving,

but that space will be redeveloped and new business will thrive where Olson's Market thrived. Mayor Young personally thanked all commission members for the sound recommendations they made over the course of the year. Mayor Young thanked staff for all the work they have done this year and how none of these projects could have been accomplished if it were not for this core group.

## **10. NEW BUSINESS**

## **11. COUNCIL REPORTS & OTHER BUSINESS**

Councilmember McCoy asked if a JPA or shared road maintenance with cities around Maple Plain is a good idea. City Attorney, Jeff Carson responded that the idea is a good one and something to look at in the future.

## **12. 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.*

The owner of Blackwater Café expressed concern over the City's position in the past with helping businesses getting started. Blackwater shared that he wants development in the downtown, but wants an even playing field for all business. Blackwater stated that it is difficult to sell the same product when your competitor has an advantage because they have lower infrastructure costs. Mayor Young stated that he has no idea what business is going to move into downtown, but the City Council vision is to build up the downtown and bring new business in to make Maple Plain greater.

## **13. ADJOURNMENT**

**Councilmember Eisinger moved to adjourn the January 11, 2016 City Council meeting. Seconded by Councilmember Maas-Kusske. Motion Passed 5 to 0.**

**Maple Plain City Council Meeting  
Workshop Minutes  
January 11, 2016  
Maple Plain City Hall**

**1. CALL TO ORDER**

**Mayor Young called the meeting to order at 5:25 p.m.**

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

**2. ADOPT AGENDA**

**Councilmember Eisinger moved to adopt the agenda; seconded by Councilmember DeLuca. Motion passed 5-0.**

**3. ADMINISTRATIVE PART-TIME POSITION**

Melvin reported that at a December workshop meeting the Council authorized a part-time position to be hired to assist with utility billing in December. With the addition of our Assistant to the City Administrator and a better understanding of the administrative work, this position is needed.

The intent of this position is to administer utility billing, general office duties and help with office coverage. In looking at our 2016 budget, Melvin stated that the City could afford a .5 position at \$15 per hour. Ideally we are looking for someone to fill hours 10 a.m. – 2 p.m. daily, but are flexible.

The goal is by May 1 to be able to do monthly utility billing, which has been a goal of the City for years. This has been a request of residents and would help detect water leakages earlier.

The Council discussed this position and the need for it. Councilmember DeLuca asked where the pay range came from. Melvin reported that the League of Minnesota Cities provides a free salary benchmark for cities. The Council asked staff to continue this process.

Melvin asked the City Council to consider City Hall hours and the Council asked that this topic be brought back in three months.

#### 4. 2016 CITY APPOINTMENTS

Melvin asked the Council for direction on the City Appointments. Councilmember DeLuca asked that there be some willingness to change committees. The following committee appointments were discussed. Alternatives for all groups will be the entire City Council.

#### COUNCIL

|                           |
|---------------------------|
| Acting Mayor Justin McCoy |
|---------------------------|

#### COMMISSION & COMMITTEE APPOINTMENTS

|  |
|--|
| Highway 12 Safety Coalition Julie Maas-Kusske and Tessia Melvin      |
| Planning Commission liaison Dave Eisinger                            |
| Park Commission liaison Jerry Young                                  |
| Lake Minnetonka Cable Commission Julie Maas-Kusske and Dave Eisinger |
| NW Hennepin League of Municipalities Justin McCoy and Jerry Young    |
| Pioneer Sarah Creek WSD Mike DeLuca                                  |
| Suburban Rate Authority Jerry Young                                  |
| West Hennepin Public Safety Jerry Young and Julie Maas-Kusske        |
| Fire Partnership Mike DeLuca and Justin McCoy                        |
| MN Department of Transportation Julie Maas Kusske                    |
| WAFTA Alternate All Council  |

|   |
|---|
|   |
| WAFTA Director Dave Eisinger  |
| Weed Inspector Jerry Young<br>Assistant Weed Inspector Public Works |

#### CITY COMMISSIONS

|  |
|--|
| Planning Commission                                  |
| Park Commission                                      |
| Economic Development Authority<br>(Members at Large) |

## **DEPOSITORY & NEWSPAPER**

|                                  |
|----------------------------------|
| Official Depository              |
| Official Newspaper Pioneer-Laker |

The Council asked Melvin to work with the Bank of Maple Plain on getting some of the needed tools to help the City work in a better efficient manner and provide the Council an update in the future.

### **5. ROTARY DISCUSSION CONTINUED**

Melvin stated that this topic was tabled at the last meeting due to adjournment of the meeting. Melvin stated that Councilmember DeLuca asked that this topic be brought to the Council as he wanted the Council to decide if the City should be a paying rotary member. After much discussion, it was decided by the City Council that the City of Maple Plain will not be a paying member.

### **6. BUDD STREET IMPROVEMENT UPDATE**

Interim City Administrator for Independence, Mark Kaltsas joined the meeting for this topic.

City Engineer, Dan Boyum, presented this topic to the City Council. The Council authorized preparation of the feasibility study for Budd Avenue Utility and Street Improvements. Estimated Project Costs include:

- Sanitary Sewer: \$162,000
- Water Main: \$178,100
- Storm Sewer: \$82,000
- Street, Lighting and Walk: \$789,500

Total \$1.2 million

Budd Avenue presents us with some areas of concern. We have a property owner of Independence that would be assessing for the water and street. Their property resides in Independence, so we need the property owner to waive his rights to appeal the assessment through a public hearing of Independence, or the City of Independence will have to assess on our behalf. City Engineer, Dan Boyum and Melvin talked with the Mark Kaltsas, Interim City Administrator of Independence, and there were some concerns raised regarding the participation of Independence:

1. They did a mill and overlay of part of our street last year on Budd Avenue, and are estimated it cost \$9,000

2. They would like that amount used as a credit for the cost of doing their part of Budd Avenue.

3. In discussing the costs of the project, Mark raised concerns of the section of Budd in Independence regarding curb and gutter (as Independence does not include this in their section of Budd), street lighting is also not included in their section. Finally, some of the improvements to the area are not typical of Independence and he questioned the City being willing to share those costs.

Based on around 292.5' of street that lies both in Maple Plain and Independence being reconstructed with the Budd Avenue Improvements, here are a few different scenarios:

| <b>Item</b>  | <b>Original Street / Storm Costs</b> | <b>Reduce Street / Storm Costs by</b> | <b>Revised costs for 292.5' in Independence (65%)</b> | <b>Revised costs for 292.5' in Independence (50%)</b> |
|--|--------------------------------------|---------------------------------------|---|---|
| Option 1 – Eliminate Curb and Gutter North of Manchester (Note 1)                            | \$871,500                            | \$12,000                              | \$78,332  | \$60,255  |
| Option 2 – Eliminate lights, walk, and curb north of Manchester (Note 2)                     | \$871,500                            | \$148,500                             | \$65,783  | \$50,602  |
| Option 3 – Eliminate lights, walk, all curb, storm sewer, draintile, and raingarden (Note 3) | \$871,500                            | \$326,500                             | \$49,649  | \$38,191  |

1. The width of the road is wider to the north of Manchester as compared to south, so eliminating the curb and gutter in this stretch will not appear to change the other street section costs. Also, there is no storm sewer improvements in this area since it was assumed the curb and gutter would drain to the south to catchbasins at Manchester and we would still have an existing ditch system on the east side. Also, the water replacement along the east edge of the existing asphalt will disturb a good portion of the road.

2. The decorative lights that will end at Manchester at this time may be considered more of a City of Maple Plain benefit than City of Independence. Also, the meandering walk in the park area may be considered more of a park improvement. Thus, these costs were added to the curb and gutter north of Manchester for a reduction in overall costs in this option.
3. In order to compare more of a reconstructed rural section to urban section, we added project costs for remaining storm sewer, draintile, raingardens, and the rest of the curb and gutter to the south of Manchester to the items already in Option 2 for these calculations. We did not decrease the common excavation quantities between a rural and urban section at this time since these will be better determined in final design.
4. General – reconstruction of the Budd Avenue with the City’s typical section of fabric, sand, draintile gravel, and asphalt as well as curb and gutter is a more costly street section than the mill and overlay section done with the City of Independence Improvements in 2015. A typical mill and overlay will last 10 years. The fabric, sand, draintile, and gravel section is intended to give extended life to the street so that in the future, seal coat and mill and overlays will be done as part of a regular street maintenance program.

Staff asked if the Engineer could move the water service to the west side of the road. Boyum, explained that the water and sewer service had to be at least 10’ apart, so this may be difficult.

Councilmember Eisinger asked that the fire hydrants be moved to the west side of the road, to assist the Fire Department. Boyum stated that he would have to work with the Minnesota Health Department.

City Council asked staff to work with Independence to get this issue resolved. They agreed for staff to present option 3 or option 4, which would just be the cost of the total reconstruction of the road for the 292.5’.

## **7. OTHER BUSINESS**

### **A. Office furniture**

Councilmember McCoy stated that he added it to the agenda as he believes City Hall is in need of new office furniture. With the addition of a third position, someone should come to the office, review it and help make recommendations where office furniture should go to make the best use of the space. Councilmember Maas-Kusske asked if this was a budgeted item. Melvin stated it was not in the budget. The

Council agreed to have someone create a plan that can be brought back to the City Council for future discussion.

#### B. Welcome to Maple Plain Signs

Councilmember McCoy asked that this item be added to the agenda. McCoy asked that the City look into adding onto the current entrance signs. McCoy suggested that this item be given to the Planning Commission. After discussion, the Council agreed to have staff work on this project and present any ideas to the City Council.

#### C. Holiday Lights

Councilmember Maas-Kusske asked when the lights will be turned off and stated that she is fine with the snowflakes, but would like the holiday wreaths removed. Melvin stated that Public Works will address it when they have time and the weather is appropriate.

### **3. ADJOURNMENT**

**Councilmember Eisinger moved to adjourn the meeting at 6:28 p.m.; seconded by Councilmember DeLuca. Motion passed 5-0.**

CITY OF MAPLE PLAIN

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Payments

Current Period: December 2015

| Batch Name       | 12/15 PAY       | Payment   | Computer Dollar Amt | \$83,759.90 | Posted            |
|------------------|-----------------|---|---------------------|-------------|-------------------|
| Refer            | 0               | EMERGENCY COMMUNICATIONS                            |                     |             |                   |
| Cash Payment     | E 101-41500-106 | Administrative Internship                           |                     |             | \$4,000.00        |
| Invoice          | 021897          | 12/17/2015  |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$4,000.00  |
| Refer            | 0               | WICKENHAUSER EXCAVATING IN                          |                     |             |                   |
| Cash Payment     | E 452-49357-500 | Capital Outlay (GENERA                              |                     |             | \$59,846.00       |
| Invoice          | 3515            | 1/16/2015   |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$59,846.00 |
| Refer            | 0               | UNITED FARMERS COOPERATIVE                          |                     |             |                   |
| Cash Payment     | E 101-45200-221 | Equipment Parts                                     |                     |             | \$128.24          |
| Invoice          |                 | 12/31/2015  |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$128.24    |
| Refer            | 0               | XCEL ENERGY   |                     |             |                   |
| Cash Payment     | E 801-42280-381 | Electric Utilities                                  |                     |             | \$706.87          |
| Invoice          | 483640818       | 12/21/2015  |                     |             |                   |
| Cash Payment     | E 101-43160-381 | Electric Utilities                                  |                     |             | \$353.44          |
| Invoice          | 483640818       | 12/21/2015  |                     |             |                   |
| Cash Payment     | E 602-49450-381 | Electric Utilities                                  |                     |             | \$353.43          |
| Invoice          | 483640818       | 12/21/2015  |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$1,413.74  |
| Refer            | 0               | HENNEPIN COUNTY                                     |                     |             |                   |
| Cash Payment     | E 101-43000-419 | General Rentals                                     |                     |             | \$63.64           |
| Invoice          | 1000068905      | 1/7/2016  |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$63.64     |
| Refer            | 0               | LANO EQUIPMENT                                      |                     |             |                   |
| Cash Payment     | E 101-45200-221 | Equipment Parts                                     |                     |             | \$6.80            |
| Invoice          | 03-346736       | 12/29/2015  |                     |             |                   |
| Cash Payment     | E 101-45200-211 | Cleaning Supplies                                   |                     |             | \$107.30          |
| Invoice          | 03-335499       | 12/29/2015  |                     |             |                   |
| Cash Payment     | E 101-45200-211 | Cleaning Supplies                                   |                     |             | \$2,759.06        |
| Invoice          | 03-348450       | 12/29/2015  |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$2,873.16  |
| Refer            | 0               | MN DEPT OF LABOR & INDUSTRY                         |                     |             |                   |
| Cash Payment     | E 101-42400-438 | Collected for Other Agen 2015 Surcharge 4th Quarter |                     |             | \$23.35           |
| Invoice          |                 | 1/21/2016   |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$23.35     |
| Refer            | 0               | MEDIAC  |                     |             |                   |
| Cash Payment     | E 101-41500-309 | EDP, Software and Desi                              |                     |             | \$109.95          |
| Invoice          |                 | 1/9/2016  |                     |             |                   |
| Transaction Date | 1/22/2016       | Due 0   | Bank of Maple Plain | 10100       | Total \$109.95    |
| Refer            | 0               | WM MUELLER & SONS                                   |                     |             |                   |

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## Payments

Current Period: December 2015

|                  |   |           |                     |       |                          |
|------------------|---|-----------|---------------------|-------|--------------------------|
| Cash Payment     | E 101-43100-224 Street Maintenance Mate |           |                     |       | \$218.65                 |
| Invoice          | 210809                                  | 1/1/2016  |                     |       |                          |
| Transaction Date | 1/22/2016                               | Due 0     | Bank of Maple Plain | 10100 | <b>Total</b> \$218.65    |
| Refer            | 0 OFFICE DEPOT                          |           |                     |       |                          |
| Cash Payment     | E 101-41500-201 Office Supplies         |           |                     |       | \$99.78                  |
| Invoice          | 817497325001                            | 1/13/2016 |                     |       |                          |
| Transaction Date | 1/22/2016                               | Due 0     | Bank of Maple Plain | 10100 | <b>Total</b> \$99.78     |
| Refer            | 0 TURTLEMAC & KEY PRINTING              |           |                     |       |                          |
| Cash Payment     | E 602-49450-437 Miscellaneous           |           |                     |       | \$214.55                 |
| Invoice          | 21098                                   | 1/7/2016  |                     |       |                          |
| Transaction Date | 1/22/2016                               | Due 0     | Bank of Maple Plain | 10100 | <b>Total</b> \$214.55    |
| Refer            | 0 TOWMASTER                             |           |                     |       |                          |
| Cash Payment     | E 501-43000-540 Heavy Machinery         |           |                     |       | \$42.38                  |
| Invoice          | 376258                                  | 1/7/2016  |                     |       |                          |
| Transaction Date | 1/22/2016                               | Due 0     | Bank of Maple Plain | 10100 | <b>Total</b> \$42.38     |
| Refer            | 0 STANTEC CONSULTING SRVCS IN           |           |                     |       |                          |
| Cash Payment     | E 101-43000-303 Engineering Services    |           |                     |       | \$307.50                 |
| Invoice          | 1001274                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | E 101-43000-303 Engineering Services    |           |                     |       | \$100.00                 |
| Invoice          | 1001275                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | E 101-43000-303 Engineering Services    |           |                     |       | \$717.50                 |
| Invoice          | 1001276                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | G 101-20212 Planned Unit Develop. Escro |           |                     |       | \$265.50                 |
| Invoice          | 1001277                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | E 602-49450-303 Engineering Services    |           |                     |       | \$138.00                 |
| Invoice          | 1001278                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | E 451-43100-303 Engineering Services    |           |                     |       | \$29.50                  |
| Invoice          | 1001279                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | G 101-20212 Planned Unit Develop. Escro |           |                     |       | \$1,061.18               |
| Invoice          | 1001280                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | E 452-49357-500 Capital Outlay (GENERA  |           |                     |       | \$3,479.95               |
| Invoice          | 1001281                                 | 1/15/2016 |                     |       |                          |
| Cash Payment     | E 602-49450-303 Engineering Services    |           |                     |       | \$8,627.33               |
| Invoice          | 1001283                                 | 1/15/2016 |                     |       |                          |
| Transaction Date | 1/22/2016                               | Due 0     | Bank of Maple Plain | 10100 | <b>Total</b> \$14,726.46 |

**CITY OF MAPLE PLAIN**  
**Payments**

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**Current Period: December 2015**

**Fund Summary**

|                                  |                           |                    |
|----------------------------------|---------------------------|--------------------|
|                                  | 10100 Bank of Maple Plain |                    |
| 801 FIRE PARTNERSHIP FUND        |                           | \$706.87           |
| 602 SEWER FUND                   |                           | \$9,333.31         |
| 501 EQUIPMENT REPLACEMENT FUND   |                           | \$42.38            |
| 452 METROPOLITAN COUNCIL GRANT   |                           | \$63,325.95        |
| 451 CAPITAL IMPROVEMENT PROJECTS |                           | \$29.50            |
| 101 GENERAL FUND                 |                           | \$10,321.89        |
|                                  |                           | <u>\$83,759.90</u> |

|  |                    |
|--|--------------------|
| Pre-Written Checks                     | \$0.00             |
| Checks to be Generated by the Computer | <u>\$83,759.90</u> |
| Total                                  | \$83,759.90        |

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**Payments**

**Current Period: January 2016**

| Batch Name       | 01/22/16 PAY  |                     |                      |        |              |            |
|------------------|---|---------------------|----------------------|--------|--------------|------------|
| Payment          |   | Computer Dollar Amt | \$74,608.14          | Posted |              |            |
| Refer            | 0 <u>ABDO EICK &amp; MEYERS, LLP</u>                        | -                   |                      |        |              |            |
| Cash Payment     | E 101-41500-312 Financial Services                          |                     |                      |        |              | \$3,306.54 |
| Invoice          | 357459 1/19/2016  |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$3,306.54 |
| Refer            | 0 <u>BANK OF MAPLE PLAIN</u>                                | -                   |                      |        |              |            |
| Cash Payment     | E 101-41500-413 Office Equipment Rental                     |                     |                      |        |              | \$60.00    |
| Invoice          |   |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$60.00    |
| Refer            | 0 <u>ECM PUBLISHERS INC</u>                                 | -                   |                      |        |              |            |
| Cash Payment     | E 101-41420-351 Legal Notices Publishing                    |                     |                      |        |              | \$53.12    |
| Invoice          | 294208 1/16/2016  |                     |                      |        |              |            |
| Cash Payment     | E 101-41420-351 Legal Notices Publishing Applied Overpay of |                     |                      |        |              | \$7.71     |
| Invoice          | 290937 1/2/2016   |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$60.83    |
| Refer            | 0 <u>IFS</u>  | -                   |                      |        |              |            |
| Cash Payment     | E 601-49400-311 Contract Service                            |                     |                      |        |              | \$299.40   |
| Invoice          | 64432 1/11/2016   |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$299.40   |
| Refer            | 0 <u>LANO EQUIPMENT</u>                                     | -                   |                      |        |              |            |
| Cash Payment     | E 101-45200-221 Equipment Parts                             |                     |                      |        |              | \$39.13    |
| Invoice          | 03-348449 1/11/2016   |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$39.13    |
| Refer            | 0 <u>LEAGUE OF MINNESOTA CITIES</u>                         | -                   |                      |        |              |            |
| Cash Payment     | E 101-41310-331 Training & Travel                           |                     | Maas-Kusske Training |        |              | \$255.00   |
| Invoice          | 224229 1/4/2016   |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$255.00   |
| Refer            | 0 <u>METRO CITIES</u>                                       | -                   |                      |        |              |            |
| Cash Payment     | E 101-41110-433 Dues & Subscriptions                        |                     | City Dues 2016       |        |              | \$850.00   |
| Invoice          | 43 1/13/2016  |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$850.00   |
| Refer            | 0 <u>OFFICE DEPOT</u>                                       | -                   |                      |        |              |            |
| Cash Payment     | E 101-41500-201 Office Supplies                             |                     |                      |        |              | \$184.01   |
| Invoice          | 815318254001 1/5/2016                                       |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$184.01   |
| Refer            | 0 <u>PIONEER-SARAH CREEK WMO</u>                            | -                   |                      |        |              |            |
| Cash Payment     | E 603-49455-433 Dues & Subscriptions                        |                     |                      |        |              | \$9,791.04 |
| Invoice          | 183 1/1/2016  |                     |                      |        |              |            |
| Transaction Date | 1/22/2016   | Due 0               | Bank of Maple Plain  | 10100  | <b>Total</b> | \$9,791.04 |
| Refer            | 0 <u>RAILROAD MGMT CO</u>                                   | -                   |                      |        |              |            |
| Cash Payment     | E 602-49450-433 Dues & Subscriptions                        |                     |                      |        |              | \$1,051.15 |
| Invoice          | 326830 12/22/2015   |                     |                      |        |              |            |

**CITY OF MAPLE PLAIN**  
**Payments**

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Page 2

**Current Period: January 2016**

|                  |  |            |                     |       |              |             |
|------------------|--|------------|---------------------|-------|--------------|-------------|
| Cash Payment     | E 602-49450-433 Dues & Subscriptions     |            |                     |       |              | \$928.55    |
| Invoice          | 326818                                   | 12/22/2015 |                     |       |              |             |
| Cash Payment     | E 602-49450-433 Dues & Subscriptions     |            |                     |       |              | \$500.00    |
| Invoice          | 326822                                   | 12/22/2015 |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$2,479.70  |
| Refer            | 0 TOSHIBA                                |            |                     |       |              |             |
| Cash Payment     | E 101-41500-202 Duplicating & Copying S  |            |                     |       |              | \$288.83    |
| Invoice          | 295764757                                | 1/8/2016   |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$288.83    |
| Refer            | 0 UNIFIRST                               |            |                     |       |              |             |
| Cash Payment     | E 101-43000-417 Uniform Rentals          |            |                     |       |              | \$62.02     |
| Invoice          | 900280565                                | 12/2/2015  |                     |       |              |             |
| Cash Payment     | E 101-43000-417 Uniform Rentals          |            |                     |       |              | \$58.42     |
| Invoice          | 900281591                                | 12/9/2015  |                     |       |              |             |
| Cash Payment     | E 101-43000-417 Uniform Rentals          |            |                     |       |              | \$78.24     |
| Invoice          | 900282617                                | 12/16/2015 |                     |       |              |             |
| Cash Payment     | E 101-43000-417 Uniform Rentals          |            |                     |       |              | \$57.77     |
| Invoice          | 900283648                                | 12/23/2015 |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$256.45    |
| Refer            | 0 VERIZON                                |            |                     |       |              |             |
| Cash Payment     | E 601-49400-321 Telephone                |            |                     |       |              | \$143.29    |
| Invoice          | 9758598966                               | 1/10/2016  |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$143.29    |
| Refer            | 0 WEST HENNEPIN PUBLIC SAFETY            |            |                     |       |              |             |
| Cash Payment     | E 101-42110-306 Police Administration    |            |                     |       |              | \$51,359.30 |
| Invoice          |  | 12/18/2015 |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$51,359.30 |
| Refer            | 0 DELTA DENTAL                           |            |                     |       |              |             |
| Cash Payment     | G 101-21707 Dental Insurance             |            |                     |       |              | \$2,014.25  |
| Invoice          |  | 1/20/2016  |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$2,014.25  |
| Refer            | 0 MN DEPT TRANSPORTATION                 |            |                     |       |              |             |
| Cash Payment     | R 101-36500 Collected for other Governme |            |                     |       |              | \$137.00    |
| Invoice          | 310921                                   | 1/15/2016  |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$137.00    |
| Refer            | 0 XCEL ENERGY                            |            |                     |       |              |             |
| Cash Payment     | E 101-43160-381 Electric Utilities       |            |                     |       |              | \$1,360.66  |
| Invoice          | 484818193                                | 1/4/2016   |                     |       |              |             |
| Cash Payment     | E 101-43160-381 Electric Utilities       |            |                     |       |              | \$958.50    |
| Invoice          | 485004811                                | 1/5/2016   |                     |       |              |             |
| Cash Payment     | E 801-42280-381 Electric Utilities       |            |                     |       |              | \$764.21    |
| Invoice          |  | 1/15/2016  |                     |       |              |             |
| Transaction Date | 1/22/2016                                | Due 0      | Bank of Maple Plain | 10100 | <b>Total</b> | \$3,083.37  |

**CITY OF MAPLE PLAIN**  
**Payments**

**Current Period: January 2016**

**Fund Summary**

|                           | 10100 Bank of Maple Plain |
|---------------------------|---------------------------|
| 801 FIRE PARTNERSHIP FUND | \$764.21                  |
| 603 STORM WATER FUND      | \$9,791.04                |
| 602 SEWER FUND            | \$2,479.70                |
| 601 WATER FUND            | \$442.69                  |
| 101 GENERAL FUND          | \$61,130.50               |
|                           | <u>\$74,608.14</u>        |

|  |                    |
|--|--------------------|
| Pre-Written Checks                     | \$0.00             |
| Checks to be Generated by the Computer | <u>\$74,608.14</u> |
| Total                                  | \$74,608.14        |

# CITY OF MAPLE PLAIN

## Payments

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Page 1

Current Period: January 2016

Batch Name    01/22/162  
 Payment                                      Computer Dollar Amt    \$56,771.00    Posted

|  |                                     |       |                     |       |                                     |
|--|-------------------------------------|-------|---------------------|-------|-------------------------------------|
| <b>Refer            0   MN PUBLIC FACILITIES AUTHORITY</b> |                                     |       |                     |       |                                     |
| Cash Payment   | E 601-49400-611 Bond Interest       |       | bond interest       |       | \$23,725.25                         |
| Invoice february paymen                                    |                                     |       |                     |       |                                     |
| Transaction Date   | 1/22/2016                           | Due 0 | Bank of Maple Plain | 10100 | <b>Total            \$23,725.25</b> |
| <b>Refer            0   BANK OF MAPLE PLAIN</b>            |                                     |       |                     |       |                                     |
| Cash Payment   | E 602-49450-601 Bond Principal      |       |                     |       | \$31,500.00                         |
| Invoice  |                                     |       |                     |       |                                     |
| Cash Payment   | E 602-49450-611 Bond Interest       |       |                     |       | \$645.75                            |
| Invoice  |                                     |       |                     |       |                                     |
| Transaction Date   | 1/22/2016                           | Due 0 | Bank of Maple Plain | 10100 | <b>Total            \$32,145.75</b> |
| <b>Refer            0   BOND TRUST SERVICES</b>            |                                     |       |                     |       |                                     |
| Cash Payment   | E 351-47110-620 Fiscal Agent s Fees |       | 2014 bonds          |       | \$450.00                            |
| Invoice  |                                     |       |                     |       |                                     |
| Cash Payment   | E 801-42210-437 Miscellaneous       |       | 2012 bonds          |       | \$450.00                            |
| Invoice  |                                     |       |                     |       |                                     |
| Transaction Date   | 1/22/2016                           | Due 0 | Bank of Maple Plain | 10100 | <b>Total            \$900.00</b>    |

**Fund Summary**

|                                  |                           |
|----------------------------------|---------------------------|
|                                  | 10100 Bank of Maple Plain |
| 801 FIRE PARTNERSHIP FUND        | \$450.00                  |
| 602 SEWER FUND                   | \$32,145.75               |
| 601 WATER FUND                   | \$23,725.25               |
| 351 DEBT SERVICE (CAPITAL PRJTS) | \$450.00                  |
|                                  | \$56,771.00               |

|  |             |
|--|-------------|
| Pre-Written Checks                     | \$0.00      |
| Checks to be Generated by the Computer | \$56,771.00 |
| Total                                  | \$56,771.00 |



January 15, 2016

City of Maple Plain  
1620 Maple Avenue  
PO Box 97  
Maple Plain, MN 55359

Re: Services rendered December 5, 2015 through December 31, 2015

Please find enclosed our invoices dated January 15, 2016 for the projects listed below. These invoices are due within 30 days.

| <b>Project</b> | <b>Invoice No.</b> | <b>Name</b>  | <b>Amount</b>      |
|----------------|--------------------|--|--------------------|
| 193801803      | 1001274            | Maple Plain General 2013                                   | 307.50             |
| 193801804      | 1001275            | Maple Plain 2013 Public Meetings                           | 100.00             |
| 193801807      | 1001276            | Maple Plain – 2013 Sewer                                   | 717.50             |
| 193801809      | 1001277            | Maple Plain 2013 Development Review                        | 265.50             |
| 193802383      | 1001278            | Maple Plain Budd Ave. Sewer Improvements                   | 138.00             |
| 193802390      | 1001279            | Main St. W. & Rainbow Ave. Utility and Street Improvements | 29.50              |
| 193802890      | 1001280            | Meadows of Maple Plain                                     | 1,061.18           |
| 193803416      | 1001281            | Maple Plain – Downtown Redevelopment- Street & Utility     | 3,479.95           |
| 193803417      | 1001283            | Maple Plain – Budd Ave. Street & Utility Improvements      | 8,627.33           |
|                |                    | <b>Total Amount Due</b>                                    | <b>\$14,726.46</b> |

Thank you for allowing us to provide our services to your community. Please remit all invoice payments to our lockbox at:

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago, IL 60693

If you have questions regarding these invoices, please contact me at (651) 604-4829

Sincerely,  
Stantec

Dan Boyum, P.E.  
Client Service Manager

Enclosures



**INVOICE**

|                        |                  |
|------------------------|------------------|
| <b>Invoice Number</b>  | 1001274          |
| <b>Invoice Date</b>    | January 15, 2016 |
| <b>Customer Number</b> | 92656            |
| <b>Project Number</b>  | 193801803        |

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Maple Plain - General Services

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$307.50  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**

INVOICE

Invoice Number

1001274

Project Number

193801803

**Top Task 300**      **Locate past memo on Oak Street related to County discussions, general engineering administration and correspondence, contact City Staff on discussions with City of Independence, check on funding items.**

Professional Services

| Billing Level                         | Hours       | Rate  | Current Amount |
|---------------------------------------|-------------|-------|----------------|
| Project Manager                       | 2.00        | 60.00 | 120.00         |
|                                       | <u>2.00</u> |       | <u>120.00</u>  |
| <b>Professional Services Subtotal</b> | <u>2.00</u> |       | <u>120.00</u>  |

---

**Top Task 300 Total** **120.00**

---

**Top Task 301**      **General Engineering - Forward information to city on past seal coat, review general engineering items.**

Professional Services

| Billing Level                         | Hours       | Rate   | Current Amount |
|---------------------------------------|-------------|--------|----------------|
| Project Manager                       | 0.25        | 118.00 | 29.50          |
|                                       | <u>0.25</u> |        | <u>29.50</u>   |
| Senior Principal                      | 1.00        | 158.00 | 158.00         |
|                                       | <u>1.00</u> |        | <u>158.00</u>  |
| <b>Professional Services Subtotal</b> | <u>1.25</u> |        | <u>187.50</u>  |

---

**Top Task 301 Total** **187.50**

---

Total Fees & Disbursements \$307.50

**INVOICE TOTAL (USD)** **\$307.50**



**INVOICE**

**Invoice Number** 1001275  
**Invoice Date** January 15, 2016  
**Customer Number** 92656  
**Project Number** 193801804

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Maple Plain - 2013 Public Meetings

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$100.00  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**

INVOICE

Invoice Number

1001275

Project Number

193801804

---

**Top Task 302**      **Meeting Attendance - Attend Council and Staff Meetings on December 8 and December 14, 2015.**

Progress Charge

|                                 | <b># of Meetings</b> | <b>Amount Per</b> | <b>Current Amount</b> |
|---------------------------------|----------------------|-------------------|-----------------------|
|                                 | 2                    | 50.00             | 100.00                |
| <b>Progress Charge Subtotal</b> |                      |                   | <u><b>100.00</b></u>  |

---

**Top Task 302 Total**      **100.00**

---

Total Fees & Disbursements      \$100.00

**INVOICE TOTAL (USD)**      **\$100.00**



**INVOICE**

|                        |                  |
|------------------------|------------------|
| <b>Invoice Number</b>  | 1001276          |
| <b>Invoice Date</b>    | January 15, 2016 |
| <b>Customer Number</b> | 92656            |
| <b>Project Number</b>  | 193801807        |

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Maple Plain - 2013 Sewer

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$717.50  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**

INVOICE

Invoice Number

1001276

Project Number

193801807

**Top Task 300** Heatherwood Sewer Service - Discussions with staff and attorney, ordinance review, meetings, review contractor options, property owner discussions.

Professional Services

| Billing Level                         | Hours       | Rate  | Current Amount |
|---------------------------------------|-------------|-------|----------------|
| Project Manager                       | 6.00        | 60.00 | 360.00         |
|                                       | <u>6.00</u> |       | <u>360.00</u>  |
| <b>Professional Services Subtotal</b> | <u>6.00</u> |       | <u>360.00</u>  |

**Top Task 300 Total** **360.00**

**Top Task 301** Hetherwood Sanitary Sewer Service - Review proposed work and prepare memo for permit, and review sanitary sewer measuredowns.

Professional Services

| Billing Level                         | Hours       | Rate   | Current Amount |
|---------------------------------------|-------------|--------|----------------|
| Inspector                             | 1.00        | 92.00  | 92.00          |
|                                       | <u>1.00</u> |        | <u>92.00</u>   |
| Project Manager                       | 2.25        | 118.00 | 265.50         |
|                                       | <u>2.25</u> |        | <u>265.50</u>  |
| <b>Professional Services Subtotal</b> | <u>3.25</u> |        | <u>357.50</u>  |

**Top Task 301 Total** **357.50**

Total Fees & Disbursements \$717.50

**INVOICE TOTAL (USD)** **717.50**



**INVOICE**

**Invoice Number** 1001277  
**Invoice Date** January 15, 2016  
**Customer Number** 92656  
**Project Number** 193801809

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Maple Plain - 2013 Development Review

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$265.50  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**

**INVOICE**

**Invoice Number**  
**Project Number**

1001277  
193801809

---

**Downtown redevelopment discussions with staff and notes on changes,  
review internal redevelopment layouts.**

**Top Task 301**

Professional Services

| <b>Billing Level</b>                  | <b>Hours</b> | <b>Rate</b> | <b>Current Amount</b> |
|---------------------------------------|--------------|-------------|-----------------------|
| Project Manager                       | 2.25         | 118.00      | 265.50                |
|                                       | <b>2.25</b>  |             | <b>265.50</b>         |
| <b>Professional Services Subtotal</b> | <b>2.25</b>  |             | <b>265.50</b>         |

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**Top Task 301 Total**

**265.50**

Total Fees & Disbursements

\$265.50

**INVOICE TOTAL (USD)**

**\$265.50**

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**INVOICE**

**Invoice Number** 1001278  
**Invoice Date** January 15, 2016  
**Customer Number** 92656  
**Project Number** 193802383

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Budd Ave. Sewer Improvements

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$138.00  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**





**INVOICE**

**Invoice Number** 1001279  
**Invoice Date** January 15, 2016  
**Customer Number** 92656  
**Project Number** 193802390

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Main St. W. & Rainbow Ave. Utility and Street Improvements

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$29.50  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**

**INVOICE**

**Invoice Number**  
**Project Number**

1001279  
193802390

---

**Top Task 700**

**Additional Services - Review of contractor payment for Sisk property.**

Professional Services

**Billing Level**

Project Manager

**Hours**

**Rate**

**Current  
Amount**

0.25

118.00

29.50

**0.25**

**29.50**

**Professional Services Subtotal**

**0.25**

**29.50**

---

**Top Task 700 Total**

**29.50**

Total Fees & Disbursements

\$29.50

**INVOICE TOTAL (USD)**

**\$29.50**



**INVOICE**

|                        |                  |
|------------------------|------------------|
| <b>Invoice Number</b>  | 1001280          |
| <b>Invoice Date</b>    | January 15, 2016 |
| <b>Customer Number</b> | 92656            |
| <b>Project Number</b>  | 193802890        |

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Meadows of Maple Plain

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$1,061.18  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**

INVOICE

Invoice Number  
Project Number

1001280  
193802890

**Top Task 200**      **Review items with construction observer, discussions with developers engineer and public works, review curb removal questions, update developers engineer.**

Professional Services

| Billing Level                         | Hours       | Rate   | Current Amount |
|---------------------------------------|-------------|--------|----------------|
| Project Manager                       | 1.50        | 118.00 | 177.00         |
|                                       | <u>1.50</u> |        | <u>177.00</u>  |
| <b>Professional Services Subtotal</b> | <u>1.50</u> |        | <u>177.00</u>  |

---

**Top Task 200 Total** **177.00**

---

**Top Task 300**      **Construction Inspection - Site visits and discussions.**

Professional Services

| Billing Level                         | Hours       | Rate   | Current Amount |
|---------------------------------------|-------------|--------|----------------|
| Field Supervisor                      | 6.00        | 135.00 | 810.00         |
|                                       | <u>6.00</u> |        | <u>810.00</u>  |
| <b>Professional Services Subtotal</b> | <u>6.00</u> |        | <u>810.00</u>  |

---

**Top Task 300 Total** **810.00**

---

**Top Task ZZZ**      **Expenses**

Disbursements

|                               | Current Amount |
|-------------------------------|----------------|
| Direct - Vehicle (mileage)    | 74.18          |
| <b>Disbursements Subtotal</b> | <u>74.18</u>   |

**INVOICE**

**Invoice Number**  
**Project Number**

1001280  
193802890

---

**Top Task ZZZ Total**

**74.18**

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Total Fees & Disbursements

\$1,061.18

**INVOICE TOTAL (USD)**

**\$1,061.18**



**INVOICE**

**Invoice Number** 1001281  
**Invoice Date** January 15, 2016  
**Customer Number** 92656  
**Project Number** 193803416

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Maple Plain - Downtown Redevelopment - Street & Utility

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$3,479.95  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**



**INVOICE**

**Invoice Number**

1001281

**Project Number**

193803416

**Professional Services Subtotal**

10.00

981.50

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**Top Task 400 Total**

**981.50**

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Total Fees & Disbursements

\$3,479.95

**INVOICE TOTAL (USD)**

**\$3,479.95**



**INVOICE**

|                        |                  |
|------------------------|------------------|
| <b>Invoice Number</b>  | 1001283          |
| <b>Invoice Date</b>    | January 15, 2016 |
| <b>Customer Number</b> | 92656            |
| <b>Project Number</b>  | 193803417        |

**Bill To**

City of Maple Plain  
Accounts Payable  
1620 Maple Avenue  
P.O. Box 97  
Maple Plain MN 55359  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

---

**Project Description:** Maple Plain Budd Ave. Street & Utility Improvements

**Stantec Project Manager:** Boyum, Dan D  
**Stantec Office Location:** St. Paul MN  
**Current Invoice Due:** \$8,627.33  
**For Period Ending:** December 31, 2015

---

**Due on Receipt**



**INVOICE**

**Invoice Number**  
**Project Number**

1001283  
193803417

|                                       |              |        |                 |
|---------------------------------------|--------------|--------|-----------------|
| Engineer                              | 18.00        | 92.00  | 1,656.00        |
|                                       | 1.00         | 111.00 | 111.00          |
|                                       | <b>19.00</b> |        | <b>1,767.00</b> |
| GIS Specialist                        | 0.50         | 100.00 | 50.00           |
|                                       | <b>0.50</b>  |        | <b>50.00</b>    |
| Project Manager                       | 9.75         | 118.00 | 1,150.50        |
|                                       | <b>9.75</b>  |        | <b>1,150.50</b> |
| <b>Professional Services Subtotal</b> | <b>29.25</b> |        | <b>2,967.50</b> |

**Top Task 400 Total** **2,967.50**

**Top Task 500**      **Wetland delineation**

Professional Services

| <b>Billing Level</b>                  | <b>Hours</b> | <b>Rate</b> | <b>Current Amount</b> |
|---------------------------------------|--------------|-------------|-----------------------|
| GIS Specialist                        | 6.00         | 103.00      | 618.00                |
|                                       | <b>6.00</b>  |             | <b>618.00</b>         |
| Project Manager                       | 0.75         | 118.00      | 88.50                 |
|                                       | 0.50         | 143.00      | 71.50                 |
|                                       | <b>1.25</b>  |             | <b>160.00</b>         |
| Scientist                             | 7.50         | 83.00       | 622.50                |
|                                       | <b>7.50</b>  |             | <b>622.50</b>         |
| <b>Professional Services Subtotal</b> | <b>14.75</b> |             | <b>1,400.50</b>       |

Disbursements

|                               | <b>Current Amount</b> |
|-------------------------------|-----------------------|
| Direct - Vehicle (mileage)    | 32.78                 |
| <b>Disbursements Subtotal</b> | <b>32.78</b>          |

**INVOICE**

**Invoice Number**

1001283

**Project Number**

193803417

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**Top Task 500 Total** **1,433.28**

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**Top Task 600** **Additional Services - Project administration**

**Professional Services**

| <b>Billing Level</b>                  | <b>Hours</b> | <b>Rate</b> | <b>Current Amount</b> |
|---------------------------------------|--------------|-------------|-----------------------|
| Project Manager                       | 0.50         | 118.00      | 59.00                 |
|                                       | <b>0.50</b>  |             | <b>59.00</b>          |
| <b>Professional Services Subtotal</b> | <b>0.50</b>  |             | <b>59.00</b>          |

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**Top Task 600 Total** **59.00**

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Total Fees & Disbursements \$8,627.33

**INVOICE TOTAL (USD)** **\$8,627.33**



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

**5. CONSENT AGENDA**  
**6. MEADOWS OF MAPLE PLAIN – LETTER OF CREDIT REDUCTION NO. 1**

**ACTION TO BE CONSIDERED**

To approve a letter of credit reduction down to \$230,600.

**FACTS**

- Grading, utility, and street construction began on the Meadows of Maple Plain in Fall 2015.
- The developer's contractor was able to place sanitary sewer, water main, and storm sewer piping and structures as well as construct the street to the gravel grade.
- Remaining grading, street construction, landscaping, lighting, and other development items will be worked on again in Spring 2016.
- The developer has requested a reduction in the letter of credit for the project, and the City engineer has reviewed the request and is recommending a reduction as indicated above.

**ATTACHMENTS**

Attached is the Letter of Credit Reduction detailed information.

**Meadows of Maple Plain**  
**Letter of Credit Reduction No. 1 - January 21, 2016**  
**Maple Plain, Minnesota**  
**Our File No. 193802890**

| Item  | Construction | Construction<br>x 1.25 | Original<br>Letter of Credit | Remaining<br>Construction | Construction<br>x 1.25 | Letter of Credit<br>1/21/2016 |
|---|--------------|------------------------|------------------------------|---------------------------|------------------------|-------------------------------|
| <i>Part 1 - Grading</i>                           |              |                        |                              |                           |                        |                               |
| Site Grading, Pond Grading, & Erosion Control     | \$107,471.60 | \$134,339.50           | \$134,339.50                 | \$22,633.75               | \$28,292.19            | \$28,292.19                   |
| Total - Part 1                                    |              |                        | \$134,339.50                 |                           |                        | \$28,292.19                   |
| Rounded - Total - Part 1                          |              |                        | \$134,300.00                 |                           |                        | \$28,300.00                   |
| <i>Part 2 - Street and Utility</i>                |              |                        |                              |                           |                        |                               |
| Sanitary Sewer                                    | 82,593.00    | 103,241.25             | \$103,241.25                 | 3,000.00                  | 3,750.00               | \$3,750.00                    |
| Water main  | 105,020.00   | 131,275.00             | 131,275.00                   | 3,000.00                  | 3,750.00               | 3,750.00                      |
| Storm Sewer (3)                                   | 66,100.00    | 82,625.00              | 82,625.00                    | 3,000.00                  | 3,750.00               | 3,750.00                      |
| Streets   | 130,425.00   | 163,031.25             | 163,031.25                   | 77,894.40                 | 97,368.00              | 97,368.00                     |
| Landscape   | 27,320.00    | 34,150.00              | 34,150.00                    | 27,320.00                 | 34,150.00              | 34,150.00                     |
| Tot Lot   | 35,000.00    | 43,750.00              | 43,750.00                    | 35,000.00                 | 43,750.00              | 43,750.00                     |
| Street Signs (1)                                  | 600.00       | 750.00                 | 750.00                       | 600.00                    | 750.00                 | 750.00                        |
| Street Lights (2)                                 | 15,000.00    | N/A                    | 15,000.00                    | 15,000.00                 | N/A                    | 15,000.00                     |
| Total - Part 2                                    | \$462,058.00 |                        | \$573,822.50                 | \$164,814.40              |                        | \$202,268.00                  |
| Rounded - Total - Part 2                          |              |                        | \$573,800.00                 |                           |                        | \$202,300.00                  |
| <b>SUBTOTAL = ROUNDED PART 1 + ROUNDED PART 2</b> |              |                        |                              |                           |                        |                               |
|   | \$569,529.60 |                        | \$708,100.00                 | \$187,448.15              |                        | <b>\$230,600.00</b>           |

Note(s):

- (1) Assume 3 signs x \$200 per sign
- (2) Developer has indicated he will use lights that meet the design guidelines. Following review with the City Planner, use \$15,000 for street lights.

## Memorandum

To: Mayor and City Council

From: Mark Kaltsas, City Planner

CC: Tessia Melvin, City Administrator

Date: January 25, 2016

Re: **Planning Update**

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### ***Meetings:***

- **City Council Meeting** – provided December report.
- **Planning Commission Meeting** – reviewed sign variance request and CUP amendment for cellular tower antennas.
- Two staff meetings to discuss current project status/issues – discussed Collision Corner CUP, Akona site plan review, sign variance, conditional use permit amendment for cellular tower, downtown redevelopment status and concept plans, including street reconstruction plans, and downtown demolition.
- Meeting with Collision Corner on site to review completed items and ensure compliance with conditions of the CUP.
- Meeting with staff to review planning project status.
- Meeting with business owner regarding the potential purchase of two commercial properties for sale in downtown.

### ***Correspondence:***

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

- Correspondence with a potential buyer of several existing commercial downtown buildings.
- Correspondence with the developer for the Meadows of Maple Plain.
- Correspondence and review of Akona property redevelopment submittal.

- Correspondence with downtown developer and City regarding concept site plans.
- Correspondence with TIF consultant pertaining to district establishment.
- Correspondence with business owner regarding proposed sign replacement request.
- Correspondence with cell tower owner regarding replacement of existing antennas.
- Staff has had correspondence with several residents regarding building setbacks, zoning and other related planning questions.

# Memo

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

From: Dan D. Boyum  
City Engineer

File: 193801804

Date: January 21, 2016

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**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**

- Reviewed the letter of credit reduction and prepared recommendations.

**Budd Avenue Feasibility Study**

- We reviewed costs associated with street work between the City of Maple Plain and Independence and forwarded information to City Staff.
- We prepared for the public hearing set for January 25, 2016.

**Downtown Improvements Feasibility Study**

- We worked on cost calculations and figure drawings.

**Miscellaneous**

1. Prepared monthly engineering report.
2. Attended staff and council meetings.
3. Reviewed flushing options for improving water quality.
4. We provided review comments on 1570 Halgren Road (former Akona site).
5. We contacted a resident to review concrete driveway tooled versus sawcut joints.



Agenda Information Memorandum  
January 11, 2016 - Maple Plain City Council

**7. ADMINISTRATIVE REPORTS**  
**D. Public Works December Monthly Report**

**ACTION TO BE CONSIDERED**

To approve the January Monthly Report for Public Works

**FACTS**

Public Works continues to organize the Public Works garage to become more safe and efficient for day-to-day jobs. They are achieving more ergonomically correct solutions suggested by LMCIT.

With the cold weather, staff has been busy maintaining general equipment that includes trucks, tractors and generators.

With recent snow falls and cold temperatures staff has been coming in early to maintain safe intersections for our residents.

## City of Maple Plain

Request by Variant Insurance Group Seeking a Variance to Allow New Internally Illuminated Building Façade Signs that are Located on the Existing Building Located at 5159 Main Street E.

|                      |                            |
|----------------------|----------------------------|
| <i>To:</i>           | City Council               |
| <i>From:</i>         | Mark Kaltsas, City Planner |
| <i>Meeting Date:</i> | January 25, 2016           |
| <i>Applicant:</i>    | Variant Insurance Group    |
| <i>Owner:</i>        | Reno Investment, LLC       |
| <i>Location:</i>     | 5159 Main Street E.        |

### **Request:**

Variant Insurance Group (Applicant) and Reno Investment Group, LLC (Owner) request that the City consider the following action for the properties located at 5159 Main Street East (PID No. 25-118-24-12-0053):

- a. A variance to permit two (2) signs that are internally lit and attached to the subject building.

### **Property/Site Information:**

The property is located along the south side of Main Street E. at the intersection of US Hwy 12. The property has an existing multi-tenant commercial building. The property has the following characteristics:

Property Information: 5159 Main Street E.

Zoning: Mixed Use – Downtown (MU-D)

Comprehensive Plan: *Mixed Use*

Acreage: .36 Acres (15,681 SF)



**Discussion:**

The applicant is seeking a variance from the City's zoning ordinance to allow two (2) new wall signs to be located on the existing building that does not meet the City's requirements. The City requires multi-tenant buildings located within the mixed use zoning district to prepare a comprehensive sign package. The comprehensive sign package would detail the approved sign locations, sign type, sign materials and sign lighting for all tenant spaces within the building. As tenants change, the sign package would continue to provide guidance for replacement signage so that all signs continue to conform to the approved plan. The City was unable to identify an approved sign package for the subject building.

The City adopted the Downtown Design Guidelines to further govern standards for properties located within the downtown mixed use zoning districts. The guidelines are referenced in the zoning ordinance and have been historically enforced for both new development and existing building/site redevelopment. The guidelines do not permit internally lit signs within the downtown mixed use zoning district. Internally lit signs are signs that have the lighting source located within the frame of the sign and typically project through a translucent material. In addition to the sign lighting, the standards also offer guidance pertaining to sign materials and design. The design guidelines offer the following sign provisions:

*The following requirements shall apply to the signage package for each user:*

*Area: The total signage package shall not exceed 15-percent of the total façade area. This area includes the primary wall sign, supplemental signs including sandwich boards, projecting signs, and window signage.*

*Sign Materials: Primary material should be wood. EIFS may also be included but will be calculated against materials requirements. Other materials include metals such as aluminum or wrought iron.*

*Lighting: All signs within the Downtown District must have secondary lighting. **Internal lighting is not acceptable.** This includes neon signs which are also not permitted. Backlit signs are appropriate provided they meet lighting standards set forth in the City's zoning code. Light pollution should be reduced when possible and energy reducing light fixtures used when possible.*

To put the guidelines into recent perspective, the City considered a sign package for the multi-tenant liquor store building located at 5020 US Hwy 12. The applicant initially proposed an internally lit sign that was not approved. The applicant changed the proposed sign to a back lit sign which uses a sort of halo effect to provide illumination for the sign. The back lit sign that was approved is a permitted type of sign within the mixed use zoning district.

The proposed signs would be internally illuminated signs comprised of an aluminum frame and acrylic front panel (see attached sign plans). There are several other existing signs located on this building that are constructed and illuminated in the same manner as the signs which are proposed (see building image below). The applicant would like for the City to consider granting a variance so that the proposed signs blend with the character of the existing signs. The proposed size of both signs conforms to all other aspects of the City's zoning ordinance. The City permits a wall sign to occupy up to 15% of the total building façade upon which it is located. The proposed sign on the north building façade occupies approximately 5%. The proposed sign on the east building façade occupies approximately 6%.



Staff is seeking direction from the Planning Commission relating to the request to permit internally illuminated signs for the new tenant as proposed.

The City can grant a variance if it finds that granting a variance is consistent with the Comprehensive Plan and the applicant can establish practical difficulties in complying with the requirements of the zoning ordinance. The review criteria for granting a variance are as follows:

- H) *Approval procedure and conditions. Pursuant to Minnesota Statutes, an application for a variance or appeal shall be approved or denied within 60 days from the date of its official and complete submission unless extended pursuant to statute or a time waiver is granted by the applicant.*
  
- I) *Review criteria.*
  - (1) *Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the Comprehensive Plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with this chapter.*
  
  - (2) *PRACTICAL DIFFICULTIES, as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by this chapter; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.*
  
  - (3) *Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.*
  
  - (4) *Variances shall be granted for earth sheltered construction as defined in M.S. § 216C.06, Subd., when in harmony with the ordinance.*
  
  - (5) *The City Council may not permit as a variance any use that is not allowed under this chapter for property in the zone where the affected person's land is located. The City Council as the case may be, may permit as a variance for the temporary use of a one-family dwelling as a two-family dwelling.*
  
  - (6) *The City Council may impose conditions in the granting of variances. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.*

The City could consider whether or not conforming to the ordinance detracts from the uniformity of the overall building signage. In addition, the City may want to consider the application of the design guidelines to existing buildings with existing signage.

***Neighbor Comments:***

The City did not receive any comments prior to or during the public hearing outside of the applicants discussion with the Commission.

***Planning Commission Discussion:***

Commissioners discussed the proposed request and provided comments to staff. Commissioners discussed the intent of the ordinance and how it related to existing buildings that had existing signage. Commissioners discussed the differences between internally lighting a sign and other lighting methods. Commissioners discussed the design of the proposed sign and believed that it could be improved to lessen the apparent differences from the other existing signage. Commissioners believed that the ordinance should be the standard, but that this request appeared to be a valid departure from the literal interpretation of the ordinance. Commissioners asked the applicant to make several changes to the sign to reduce the amount of lighted sign area and bring the revised plans to the Council for consideration. Based on a revised sign, Commissioners recommended approval of the variance to allow an internally illuminated sign. The applicant has submitted revised sign plans which appear to capture the intent of the direction provided by the Planning Commissioners. Commissioner recommended approval to the City Council.

***Recommendation:***

The Planning Commission recommended approval of the requested Variance with the following findings and conditions:

1. The proposed variance meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The Applicant shall comply with any comments provided by the City Council pertaining to the proposed signs.
3. The Applicant shall pay for all costs associated with the City's review of the variance.

***Attachments:***

1. Proposed Sign Plans (Before Planning Commission Comments)
2. Proposed Sign Plans (After Planning Commission Comments)

RESOLUTION NO.16-0125-01

A RESOLUTION APPROVING THE REQUEST BY VARIANT INSURANCE GROUP FOR A VARIANCE TO ALLOW AN INTERNALLY ILLUMINATED FAÇADE SIGN TO BE LOCATED ON THE EXISTING BUILDING AT 5159 MAIN STREET EAST

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, Variant Insurance Group (the “Owner”) submitted an application seeking a variance to allow an internally illuminated building façade sign on the existing building located at 5159 Main Street East (the “Property”); and

WHEREAS, the Property is legally described as:

*That Part Of Lot 1 Lying Swly Of Hwy No 12 Also The E 1/2 Of Lot 2 Including Adjoining 1/2 Of Vacated Depot Ave.*

WHEREAS, the Property is zoned MU-D – Mixed Use Downtown District; and

WHEREAS the requested variance meets all requirements, standards and specifications of the City of Maple Plain Zoning Ordinances for property zoned Mixed Use Downtown District; and

WHEREAS the Planning Commission held a public hearing on January 7, 2016 to review the application for a variance 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 Variant Insurance Group for a variance per the City’s zoning regulations with the following conditions:

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

2. The Applicant shall comply with any comments provided by the City Council pertaining to the proposed signs.
3. The Applicant shall pay for all costs associated with the City's review of the variance.

This resolution was adopted by the City Council of the City of Maple Plain on this 25<sup>th</sup> day of January 2016, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

---

Jerry Young, Acting Mayor

ATTEST:

---

Tessia Melvin, City Administrator

(SEAL)

5159



**763-333-2533**

au  
nes

Variant  
INSURANCE GROUP

19



**Wausau**  
**Homes**

**Variant**  
INSURANCE GROUP  
PERSONAL & BUSINESS INSURANCE



5159



CALL FOR A  
QUOTE TODAY!  
**763-333-2533**

RESOLUTION NO.16-0125-02

A RESOLUTION APPROVING AN AMENDMENT TO THE CONDITIONAL USE PERMIT FOR ALLOWING AN EXPANSION TO THE NUMBER OF ANTENNAS AND GROUND EQUIPMENT FOR THE EXISTING CELLULAR ANTENNA TOWER LOCATED AT 5115 INDUSTRIAL STREET

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, Pacific DataVision, Inc. (the “Applicants/Owner”) submitted an application seeking an amendment to the existing conditional use permit for the property located at 5115 Industrial Street (the “Property”); and

WHEREAS, the Property is zoned I-Industrial; 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 Industrial; and

WHEREAS the Planning Commission held a public hearing on January 7, 2016 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 Pacific DataVision, Inc. 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. The conditional use permit shall be reviewed annually by the City to ensure conformance with the approved conditions. The annual inspection will include a count of the existing antennas.
3. The Conditional Use Permit Amendment shall include the following conditions:
  - a. The ground equipment and antennas shall be installed in accordance with the approved site plans and tower elevations attached hereto as Exhibit A.
  - b. Any expansion of the existing ground equipment, buildings or antenna will be subject to the City's review and an amendment to the conditional use permit.
  - c. The conditional use permit shall allow thirty-six (36) antennas to be located on the existing tower. Thirty-three (33) existing antennas and three (3) new antennas in accordance with the approved tower elevation attached hereto as Exhibit A.
4. 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 25<sup>th</sup> day of January, 2016, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

---

Jerry Young, Mayor

ATTEST:

---

Tessia Melvin, City Administrator

(SEAL)

## Exhibit A

## City of Maple Plain

### Request for a Conditional Use Permit Amendment to Allow Additional Antennas to be Placed on the Existing Tower Located at 5115 Industrial Street

*To:* City Council  
*From:* Mark Kaltsas, City Planner  
*Meeting Date:* January 25, 2016  
*Applicant:* SMJ International  
*Owner:* Pacific DataVision, Inc.  
*Location:* 5115 Industrial Street

#### **Request:**

SMJ International, (Applicant) and Pacific DataVision, Inc. (Owner) request that the City consider the following action for the property located at 5115 Industrial Street (PID No. 25-118-24-13-0014).

- a. A conditional use permit amendment to allow additional antennas to be located on the existing tower and new ground mounted equipment to be located on the subject property.

#### **Property/Site Information:**

The property is located south of Industrial Street and north of Willow Street. There are two existing cellular communications tower located on the subject property. The remainder of the property is utilized by the existing industrial business. The property has the following characteristics:

Property Information: 5115 Industrial Street  
Zoning: *I - Industrial*  
Comprehensive Plan: *Industrial*  
Acreage: 4.51 Acres

5115 Industrial Street Aerial Photograph



**Discussion:**

There is an existing cellular communications tower located on the subject property. The tower was permitted by a conditional use permit that was granted in 1996. The conditional use permit allowed up to 12 antennas to be located on the tower along with the corresponding ground equipment. There are currently more than 12 antennas located on the tower (approximately 33 antennas). The applicant would like to locate three (3) additional antennas on the tower to provide services for Pacific DataVision, Inc. In addition to the proposed antennas, the applicant is proposing to locate new ground mounted equipment on the subject site at the base of the tower. The proposed equipment would be located within the existing fenced area and just north of one of the existing buildings located at the base of the tower.

Cellular antennas are permitted as a conditional use permit in the I-Industrial zoning district. Any alteration or expansion of the use requires an amendment to the conditional use permit. The City has established

criteria for granting a conditional use permit for antenna towers. The criteria for permitting an antenna tower are as follows:

Antenna towers, provided that:

(a) All antennas and towers shall be in compliance with all state building and electrical code requirements and as applicable shall require related permits. Applications to erect new antennas and/or towers shall be accompanied by any required federal, state, or local agency licenses;

(b) Structural design, mounting and installation of the antenna shall be in compliance with manufacturer's specifications and as may be necessary, as determined by the City Engineer, shall be verified and approved by a professional engineer;

(c) When applicable, written authorization for antenna and/or tower erection shall be provided by the property owner;

(d) Antennas and/or towers shall not be artificially illuminated unless required by law or by a governmental agency to protect the public's health and safety;

(e) If a new tower of 75 feet or greater in height is to be constructed, it shall be designed structurally, electrically, and in all respects, to accommodate both the applicant's antennas and antennas for at least one additional use, including but not limited to other personal wireless service communication companies, local police, fire and ambulance companies. Towers shall be designed to allow for future rearrangement of antennas upon the tower and to accept antennas mounted at varying heights;

(f) Towers shall be painted a non-contrasting color consistent with the surrounding area such as blue, gray, brown, or silver or have a galvanized finish to reduce visual impact, unless otherwise required by a governmental agency;

(g) All antennas and towers shall be reasonably posted and secured to protect against trespass, including appropriate measures to prevent unauthorized persons from climbing any tower;

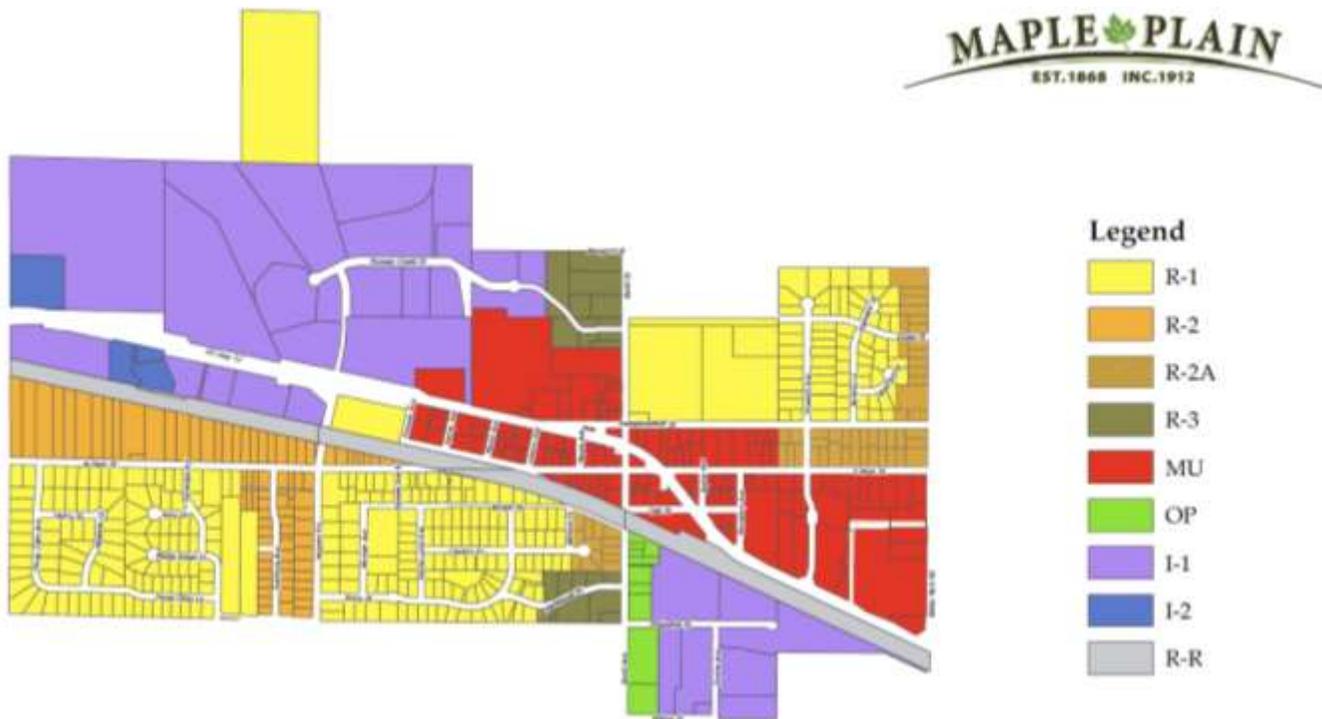
(h) Towers shall comply with all applicable Federal Aviation Administration (FAA) regulations;

(i) All towers, antenna support structures, and related equipment or structures shall be kept and maintained in good condition, order, and repair so as not to menace or endanger the life or property of any person; and

(j) The city shall have authority to enter onto the property upon which a tower is located to inspect the tower for the purpose of determining whether it complies with the State Building Code and all other construction standards provided by the city's code, federal and state law. The city reserves the right to conduct such inspections at any time, upon reasonable notice to the owner. All expenses related to such inspecting by the city shall be borne by the owner

The proposed additional antennas and ground equipment would be located in a manner that appears to have little impact on the surrounding properties. The existing tower is located on a heavily used industrial

property. There is an existing fence and building which would further screen the new ground equipment from visibility. The proposed tower has a wide array of existing antennas. The applicant has included a third party structural analysis which confirms that the tower can support the additional antennas as proposed. The City will need to consider whether or not the proposed expansion of the base equipment and additional antennas will cause additional impacts on the surrounding properties which cannot be adequately mitigated.



**Public Comments:**

The City did not receive any public comments prior to or during the public hearing.

**Planning Commission Discussion:**

Commissioners discussed the proposed request and provided comments to staff. Commissioners had concerns relating to the number of antennas that were on the tower in relation to the number approved by the initial conditional use permit. Commissioners recommended approval of the proposed amendment to the conditional use permit with several additional conditions. Commissioners recommended that the City clarify in the resolution that the CUP will be reviewed annually. Commissioners recommended that the City include a specific count of the existing and proposed number of antennas permitted on the tower. Commissioner recommended approval to the City Council.

**Recommendation:**

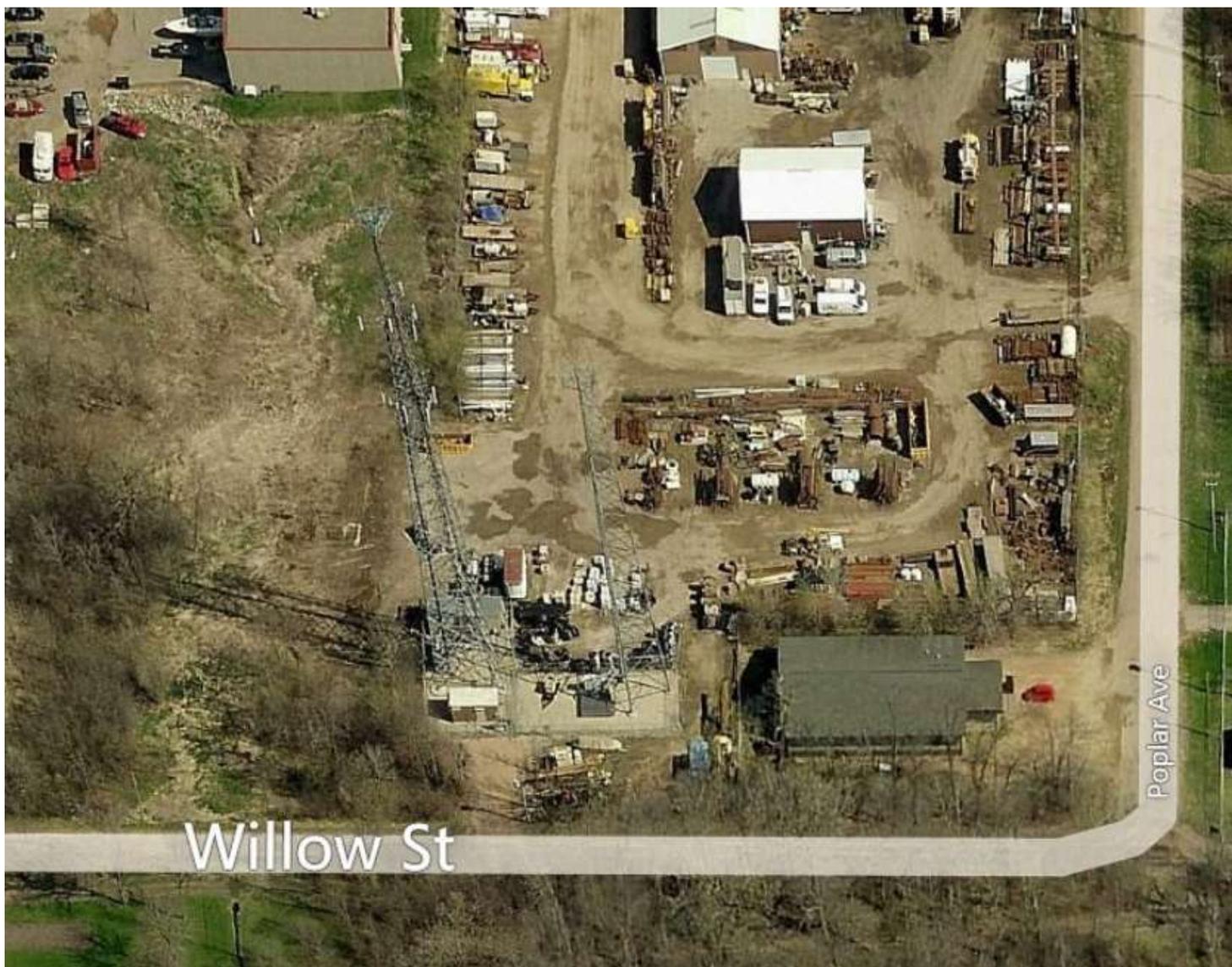
The Planning Commission recommended approval of the amendment to the conditional use permit with the following findings and conditions:

1. The proposed conditional use permit amendment meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. The conditional use permit shall be reviewed annually by the City to ensure conformance with the approved conditions. The annual inspection will include a count of the existing antennas.
3. The Conditional Use Permit Amendment shall include the following conditions:
  - a. The ground equipment and antennas shall be installed in accordance with the approved site plans and tower elevations attached hereto as Exhibit A.
  - b. Any expansion of the existing ground equipment, buildings or antenna will be subject to the City's review and an amendment to the conditional use permit.
  - c. The conditional use permit shall allow thirty-six (36) antennas to be located on the existing tower. Thirty-three (33) existing antennas and three (3) new antennas in accordance with the approved tower elevation attached hereto as Exhibit A.
4. The Applicant shall pay for all costs associated with the City's review of the conditional use permit amendment.

**Attachments:**

1. Aerial Images
2. Exhibit A
3. Tower plans
4. Structural Analysis
5. Original Conditional Use Permit

Image of Tower and Base Buildings



## Exhibit A



7625 Metro Boulevard • Suite 235  
Edina, Minnesota 55439  
FAX: (612) 830-1924 • Phone: (612) 830-1555

November 22, 1996

Planning Commission Members  
City of Maple Plain  
1620 Maple Avenue  
Maple Plain, Minnesota 55359-0057  
ATTN: Donald Loebbrick

**RE: Application to Construct Wireless Telecommunications Tower  
by Sprint Spectrum, L.P. Minneapolis  
Bergerson-Caswell, Inc.  
5115 Industrial Street, Maple Plain, Minnesota 55359**

Members of the Planning Commission:

Please find enclosed an application for a Conditional Use Permit to construct a Personal Communications Services (PCS) wireless communications structure on the above-referenced property. This request is being made by SBA, Inc. on behalf of Sprint Spectrum L.P. (SSLP).

SBA, Inc. is a telecommunications consulting firm specializing in wireless telecommunications site development. SBA, Inc. has been retained by SSLP to lease, zone, and construct Personal Communications Services (PCS) tower and antenna sites within 11 counties of the Twin Cities metro area and a small portion of Wisconsin. SSLP is an alliance of the following four major corporations: 1) Sprint Corporation; 2) Tele-Communications Incorporated (TCI); 3) Cox Communications; and 4) Comcast Corporation. This alliance will enable SSLP to provide consumers with a variety of telecommunication services, including local telephone service, long distance telephone service, wireless communications, and cable services.

The required permit is requested in order to complete construction of a national PCS infrastructure network now being developed by SSLP. The City of Maple Plain is strategically located within the Minneapolis Major Trade Area (MTA). The above-referenced site was chosen based on the following criteria:

- compatibility with adjacent land uses;
- consideration of applicable zoning and permit requirements;
- a willing landlord;
- absence of topographic obstructions such as towers, mountains, hills, buildings, etc.;
- coverage and capacity requirements for the service area as identified by SSLP Radio Frequency (RF) Engineers.

The wireless communications structure provides support for PCS antennas. The height of the tower is determined on a site-by-site basis by SSLP RF Engineers. The height of the tower necessary for adequate coverage for the above-referenced site has been determined to be 180 feet. This height will allow for both adequate coverage and co-location of another carrier. The cable necessary to connect the antennas to radio equipment inside the BTS runs inside the pole. The pole is constructed of steel and is completely self-supporting.

The ground site will encompass a leased area of approximately 2800 square feet. Safety features will be provided in accordance with the City of Maple Plain Zoning Ordinance. A pre-assembled Base Transceiver Station (BTS) will be placed at the base of the tower. The BTS contains radio frequency transceivers and self-contained batteries for back-up power and houses radio, computer and climate control equipment for this site. It is connected to amplifiers, commercial electrical service and public T-1 Line service. SSLP will pay for all costs of actual electrical and telephone service used at the site. A control unit equipped with its own built-in HVAC will be located inside the BTS. More than one BTS may be necessary to provide adequate service for the antennas. No water or plumbing will be necessary for this site.

Up to twelve directional antennas will be mounted on the tower in three sectors oriented at 000°, 120°, and 240° from true north. The antennas attached to the tower will transmit and receive FCC-approved radio signals which carry voice and data between the PCS system users and the SSLP central switching network. The physical size of the antennas may vary, but the average size of an antenna is approximately 6 feet long and 12 inches wide.

SSLP will be responsible for all maintenance issues that arise in connection with or as a result of the tower/antenna site. A site plan and drawings of this project accompany the attached application.

#### **Interference Issues**

SSLP will resolve technical interference problems with other equipment located at the site before co-locating. The PCS system operates on a specific set of channels licensed exclusively to SSLP by the Federal Communications Commission for provision of high quality mobile service for the benefit of the public good. SSLP is currently licensed to operate in over 29 major markets nationwide with hundreds of antennas.

#### **Compliance With Laws**

SSLP will substantially comply with all applicable laws relating to its possession and use of the Site. All SSLP wireless sites must be operated in accordance with our FCC license to provide PCS service to this area.

#### **Insurance**

SSLP will procure and maintain a public liability policy, with limits of \$1,000,000 for bodily injury, \$1,000,000 for property damage, \$2,000,000 aggregate, with a certificate of insurance to be furnished to the City within thirty (30) days of written request. Such policy will provide that cancellation will not occur without at least fifteen (15) days prior written notice to the City..

#### **Conclusion**

We hope this correspondence and enclosures explain our application and address the requirements set forth by the Maple Plain City Ordinance. Should you have any questions regarding the attached Application for Conditional Use Permit or would like to discuss PCS technology further, please feel free to contact me at 612/830-1555, extension 235. SSLP and SBA, Inc. appreciate the assistance that we have received from the City Staff and we look forward to working with you to better serve the public in this area.

Thank you in advance for your consideration of this matter.

Sincerely,



Dale Runkle  
SBA Inc. Zoning Manager  
f:\users\lanneman\wpdata\CUP\627v4.doc

CITY OF MAPLE PLAIN

627V4

APPLICATION FOR SPECIAL USE PERMIT

DATE: 11/22/96

APPLICANT: Sprint Spectrum, L.P.

ADDRESS: 2900 Lone Oak Parkway, Suite 140, Eagan, MN 55121

TELEPHONE: HOME: N/A WORK: (612) 686-2600

The following information is submitted as a request for a special use permit:

Type of Business of Special Usage: Construction of wireless telecommunications tower and ground based equipment.

Name of Business (if any): Bergerson - Caswell, Inc.

Address: 5115 Industrial Street, Maple Plain, MN 55359

Products to be sold or manufactured: N/A

Services to be provided: Personal Communications Services

Usage contemplated: Sales \_\_\_\_\_ Service \_\_\_\_\_ Office X Other (please specify) Wireless telecommunications tower

Proposed hours of operation: 24 hours/day PCS antenna site- unmanned

Proposed days of operation: 7 days/week PCS antenna site- unmanned

Location of property (legal description) \_\_\_\_\_

Please see Exhibit A attached hereto.

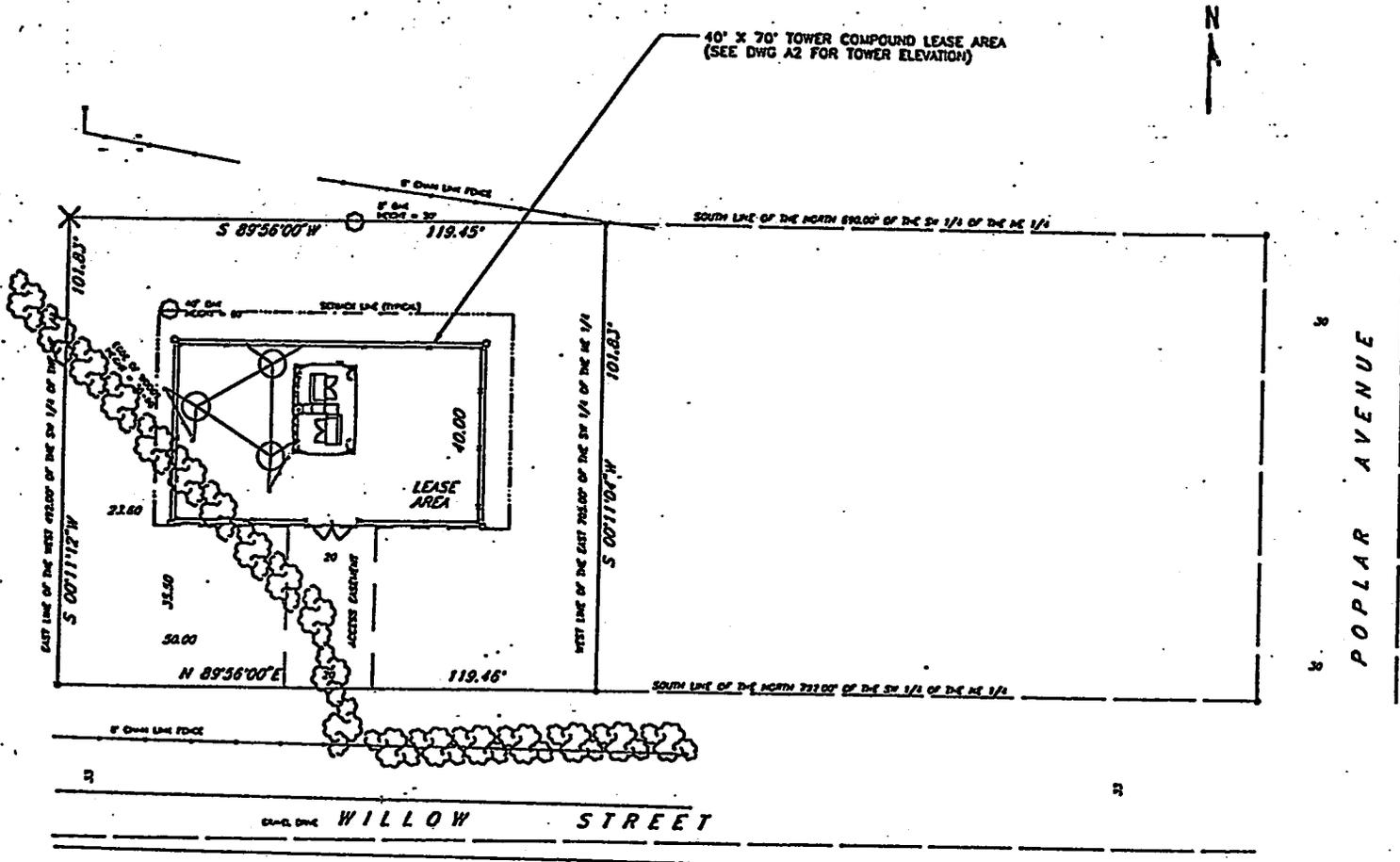
Present property owner: John W. Henrich

Location of site or property (see attached diagram): \_\_\_\_\_

Please see attached Site Plan.

Number of Employees: N/A

**SITE PLAN**



**SITE PLAN**  
SCALE: 1"=20'



PLAN AND TRUE NORTH

1. Roadway on which special usage fronts.
2. Location and direction of nearest intersection and/or landmarks.
3. Property lines.
4. Position and distance of existing buildings, driveways, etc.
5. Area to be used for Special Use Permit.
6. Names and locations of adjacent land owners.
7. Position and distance of new buildings, driveways, parking areas (if any).

**ATTACHMENT:** Drawings, description and specification of new building (if any).

## **Exhibit A**

### **Legal Description**

That part of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4) of Section 25, Township 118, Range 24 described as follows: Beginning at a point on the East line of the West 297 feet of said Southwest Quarter (SW 1/4) lying 35 feet South of the North line of said Southwest Quarter (SW 1/4); thence East parallel to said North line to a point lying 560 feet west of the East line of said Southwest Quarter (SW 1/4); thence South parallel to said East line of the Southwest Quarter (SW 1/4) to the South line of the North 792 feet of said Southwest Quarter (SW 1/4); thence West along said South line to the East line of the West 297 feet of said Southwest Quarter (SW 1/4); thence North along said East line of said West 297 feet to the point of beginning.

# MAPLE PLAIN, MN.

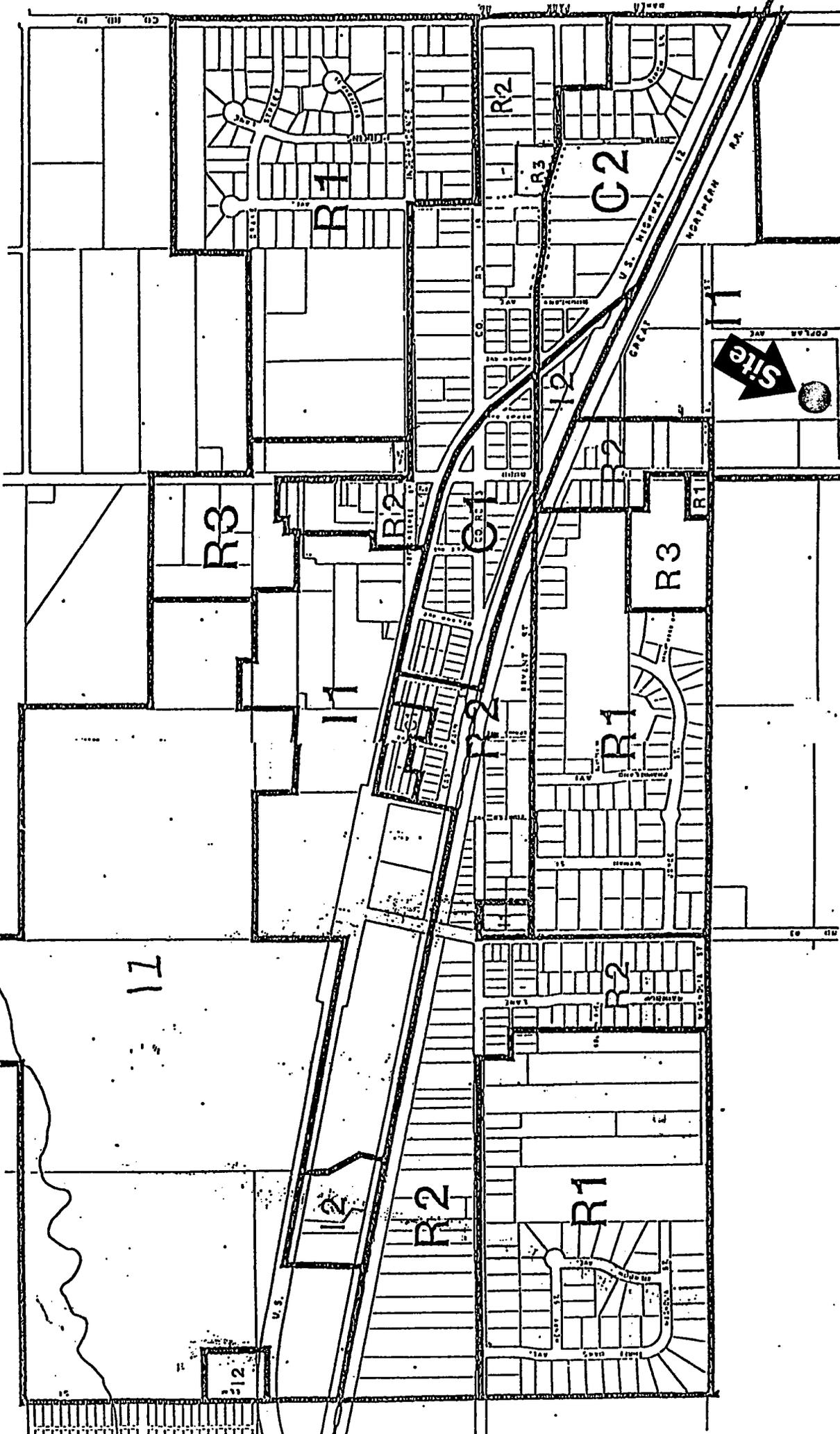
## OFFICIAL ZONING MAP (1981)

- C 1 COMMUNITY COMMERCIAL
- C 2 HIGHWAY COMMERCIAL
- I 1 LIGHT INDUSTRIAL
- I 2 GENERAL INDUSTRIAL

- O OPEN SPACE/FLOOD PLAIN
- R 1 SINGLE FAMILY
- R 2 SINGLE/TWO FAMILY
- R 3 MULTIPLE FAMILY



rieke carroll muller  
inc.  
associates







## **Exhibit A**

### **Legal Description**

That part of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4) of Section 25, Township 118, Range 24 described as follows: Beginning at a point on the East line of the West 297 feet of said Southwest Quarter (SW 1/4) lying 35 feet South of the North line of said Southwest Quarter (SW 1/4); thence East parallel to said North line to a point lying 560 feet west of the East line of said Southwest Quarter (SW 1/4); thence South parallel to said East line of the Southwest Quarter (SW 1/4) to the South line of the North 792 feet of said Southwest Quarter (SW 1/4); thence West along said South line to the East line of the West 297 feet of said Southwest Quarter (SW 1/4); thence North along said East line of said West 297 feet to the point of beginning.

# MAPLE PLAIN, MN

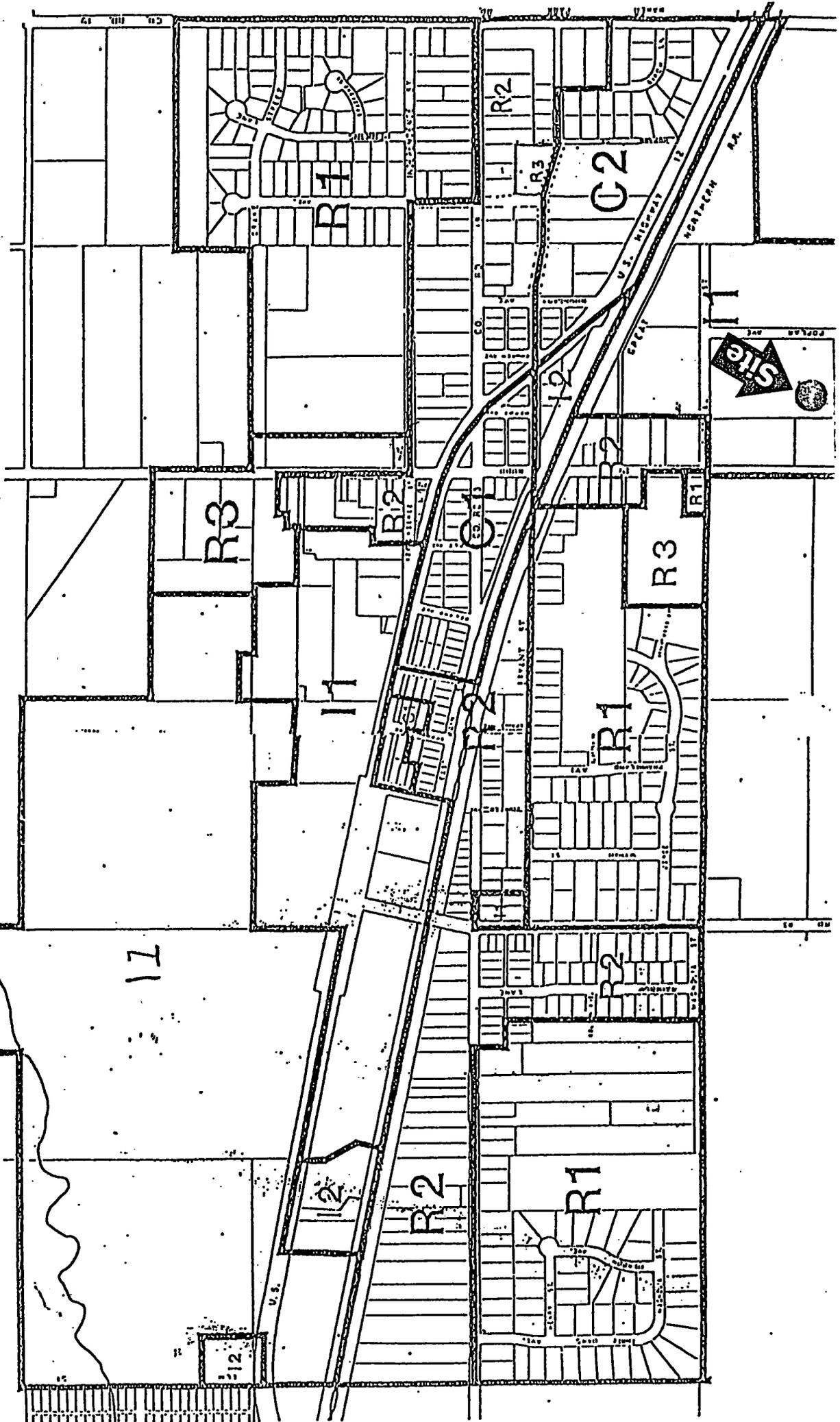
## OFFICIAL ZONING MAP (1981)

- O OPEN SPACE/FLOOD PLAIN
- R1 SINGLE FAMILY
- R2 SINGLE/TWO FAMILY
- R3 MULTIPLE FAMILY
- C1 COMMUNITY COMMERCIAL
- C2 HIGHWAY COMMERCIAL
- I1 LIGHT INDUSTRIAL
- I2 GENERAL INDUSTRIAL

0 200 400 1000 feet

**rike carroll mulier inc.**

**associates**



Maple Plain Planning Commission  
Regular Meeting  
December 7, 1995  
7:00 p.m.

The meeting was called to order by Chairman Grandstrand. The following members were present: Marion Alger and Nancy Bendickson. Absent were: Mark Betz, Dwayne Kanzler and Rich Spagenske.

#### **Approval of Minutes**

No action was taken on the approval of the 9/7/95 minutes because of lack of a quorum of members present at such meeting.

#### **Lot Division - 5115 Industrial Street**

Bergerson - Caswell, Inc. has requested permission to divide their property located at 5115 Industrial Street. The proposed division from the original lot would be a westerly parcel 195 x 767 feet as shown on a survey provided by Coffin & Gronberg.

The Planning Commission has determined that this division would meet the requirement of Section 26.18 (A) of the city code pertaining to minor subdivisions.

A motion was made by Bendickson that we recommend to the Council that this request be approved. The motion was seconded by Alger. All members voted in favor of such motion.

#### **Old Business**

The Commission inquired about the status of the proposed "Flag Lot" ordinance that it has referred to the City Council.

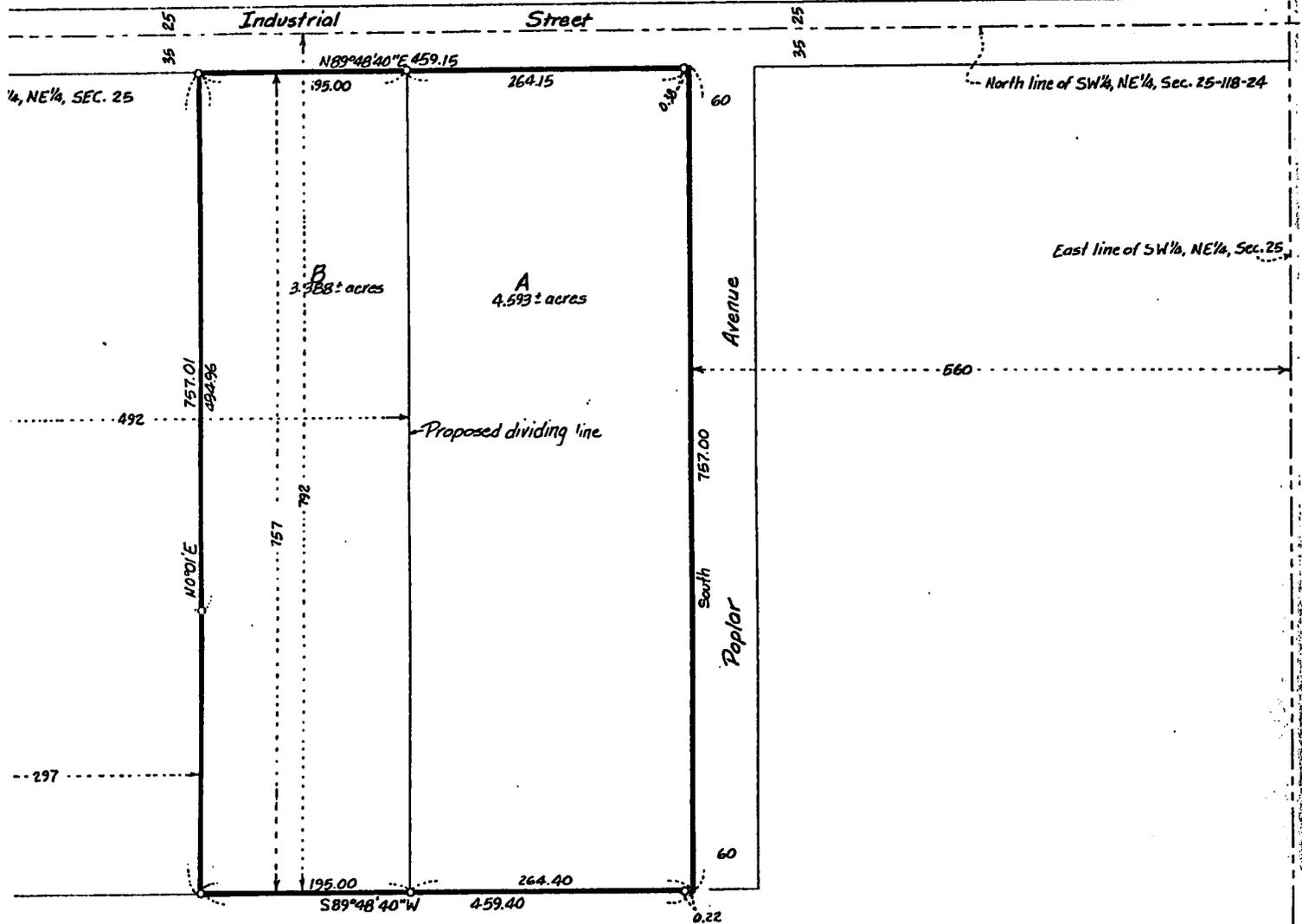
#### **Adjournment**

A motion for adjournment was made by Grandstrand and seconded by Alger. The meeting was adjourned at 7:30 p.m.

---

Secretary

**PROPOSED PROPERTY DIVISION FOR  
BERGERSON, CASWELL INC.  
IN THE SW 1/4, NE 1/4, SECTION 25-118-24  
HENNEPIN COUNTY, MINNESOTA**



**EXISTING LEGAL DESCRIPTION:**

That part of the South 757 feet of the North 792 feet of the Southwest Quarter of the Northeast Quarter of Section 25, Township 118 North, Range 24 West of the 5th Principal Meridian, lying East of the West 297 feet of said Southwest Quarter of the Northeast Quarter, and West of the East 560 feet of said Southwest Quarter of the Northeast Quarter.

**PROPOSED LEGAL DESCRIPTIONS**

- A. That part of the South 757 feet of the North 792 feet of the Southwest Quarter of the Northeast Quarter of Section 25, Township 118 North, Range 24 West of the 5th Principal Meridian, lying East of the West 492 feet of said Southwest Quarter of the Northeast Quarter, and West of the East 560 feet of said Southwest Quarter of the Northeast Quarter.
- B. The South 757 feet of the North 792 feet of the East 195 feet of the West 492 feet of the Southwest Quarter of the Northeast Quarter of Section 25, Township 118 North, Range 24 West of the 5th Principal Meridian.



Agenda Information Memorandum  
January 25, 2016 - Maple Plain City Council  
8. NEW BUSINESS  
**C. 2016 City Council Appointments**

**ACTION TO BE CONSIDERED**

To consider City Council appointments for 2016

**FACTS**

- The City Council met in January at a workshop to discuss the appointment process and provide their input on committees and commissions.
- Advisory board re-appointments will be done in February.

**ATTACHMENTS**

Attached is the City appointment spreadsheet to be considered.

**COUNCIL**

|                           |
|---------------------------|
| Acting Mayor Justin McCoy |
|---------------------------|

**COMMISSION & COMMITTEE APPOINTMENTS**

|   |
|---|
| Highway 12 Safety Coalition Julie Maas-Kusske and Tessia Melvin |
|---|

|   |
|---|
| Planning Commission liaison Dave Eisinger |
|---|

|                                     |
|-------------------------------------|
| Park Commission liaison Jerry Young |
|-------------------------------------|

|  |
|--|
| Lake Minnetonka Cable Commission Julie Maas-Kusske and Dave Eisinger |
|--|

|   |
|---|
| NW Hennepin League of Municipalities Justin McCoy and Jerry Young |
|---|

|                                     |
|-------------------------------------|
| Pioneer Sarah Creek WSD Mike DeLuca |
|-------------------------------------|

|                                     |
|-------------------------------------|
| Suburban Rate Authority Jerry Young |
|-------------------------------------|

|   |
|---|
| West Hennepin Public Safety Jerry Young and Julie Maas-Kusske |
|---|

|   |
|---|
| Fire Partnership Mike DeLuca and Justin McCoy |
|---|

|   |
|---|
| MN Department of Transportation Julie Maas Kusske |
|---|

|                             |
|-----------------------------|
| WAFTA Alternate All Council |
|-----------------------------|

|                              |
|------------------------------|
| WAFTA Director Dave Eisinger |
|------------------------------|

|   |
|---|
| Weed Inspector Jerry Young<br>Assistant Weed Inspector Public Works |
|---|

**CITY COMMISSIONS**

|                     |
|---------------------|
| Planning Commission |
|---------------------|

|                 |
|-----------------|
| Park Commission |
|-----------------|

|  |
|--|
| Economic Development Authority<br>(Members at Large) |
|--|

**DEPOSITORY & NEWSPAPER**

|                     |
|---------------------|
| Official Depository |
|---------------------|

|                                  |
|----------------------------------|
| Official Newspaper Pioneer-Laker |
|----------------------------------|



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

**10. PUBLIC HEARINGS (7:30 PM)**  
**A. BUDD AVENUE – STREET AND UTILITY IMPROVEMENTS**

**ACTION TO BE CONSIDERED**

To receive feedback from the public on the proposed improvements. The public hearing can be closed or continued by the Council. If desired, the Council can approve a resolution authorizing the City Engineer to prepare plans and specifications.

**FACTS**

- The Council authorized the preparation of a feasibility report on the Budd Avenue – Street and Utility Improvements at the October 12, 2015 Council Meeting.
- An informational and neighborhood walk-through meeting was held on November 19, 2015 to talk about the proposed improvements with the public.
- The City Council reviewed the feasibility report with a total project cost of \$1,212,200 and set a public hearing at the December 14, 2015 Council Meeting.
- City of Maple Plain and Independence Staff discussed options related to costs benefitting property owners in Independence as well as the street improvements in the area of Budd that lies within both cities.

**ATTACHMENTS**

Attached on page(s) \_\_\_\_\_ through \_\_\_\_\_ is the Feasibility Report and Resolution.



# Feasibility Report for Budd Avenue - Street and Utility Improvements

Maple Plain, Minnesota

December 2015

Stantec Project No. 193803417





December 11, 2015

Honorable Mayor and City Council  
City of Maple Plain  
5050 Independence Street  
PO Box 97  
Maple Plain, MN 55359

Re: Feasibility Report for Budd Avenue Street and Utility Improvements  
City of Maple Plain  
Stantec File No.: 1193801803

Dear Mayor and City Council:

We are pleased to submit for your review this Feasibility Report on the Budd Avenue Street and Utility Improvements. The proposed

This report presents and discusses the proposed improvements to the City and includes detailed cost estimates.

It would be our pleasure to meet with City Council and City Staff and any other interested parties to discuss the findings and contents of this report.

Sincerely,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in black ink that reads "Dan D. Boyum".

Dan D. Boyum, PE  
City Engineer

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

A smaller handwritten signature in black ink that reads "Dan D. Boyum".

Dan D. Boyum

Date: December 11, 2015 Reg. No.: 23451

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Figure 1 – Project Location

Figure 2 – Sanitary Sewer

Figure 3 - Water Main

Figure 4 – Street and Storm

Figure 5 – Typical Section

Figure 6 – Benefitting Parcels

Appendix A – Opinion of Probable Costs

Appendix B – Preliminary Assessment Roll

# Introduction

The City of Maple Plain Council authorized preparation of this report in order to determine the feasibility of reconstructing street and utilities along Budd Avenue from Independence Street to north of Manchester Drive, as well as the associated utilities in this area. This report outlines these proposed street and utility improvements. It also discusses some adjacent walk, lighting, and entrance improvements to Northside Park. The project location is shown in Figure 1.

In preparing for this report, the City did a project walk-through with property owners, City Staff, and Council. Some of the items discussed at this meeting are addressed in this report.

Descriptions of the proposed improvements, project cost summaries, and financing are included in the following sections of this report. Our opinion of probable costs and a preliminary assessment roll are provided in the Appendices of this report.

## Project Description

### **SANITARY SEWER IMPROVEMENTS**

The proposed sanitary sewer improvements are shown in Figure 2. The existing sanitary sewer in this area is 8" clay and was constructed in the early 1950's. The sanitary sewer has been tabbed for replacement in the City's Pavement Management Plan.

The feasibility report proposes to replace the existing sanitary sewer through open cut methods and placing a new PVC pipe. The sanitary sewer is placed along the boulevard area to the north of Manchester. It is proposed to replace the existing pipe in the boulevard area too with this study.

There have been past discussions with the City of Independence and their comprehensive plan as it relates to possible development along Budd Avenue and north of the current City limits. This possible development would require the existing 8" diameter sanitary sewer pipe to be increased to a 10" diameter pipe. Further discussions should be had with the City of Independence on this pipe size item prior to design and construction.

The proposed improvements also include replacing the services to the approximate right of way for the street. The costs for these improvements are shown in Appendix A.

### **WATER MAIN IMPROVEMENTS**

The proposed water main improvements are shown in Figure 3. The existing water main consists of 6" cast iron and ductile iron pipe, and was constructed in approximately 1939. The existing cast and ductile iron pipe has experienced deterioration from the hot clay soils in various parts of Maple Plain and is in poor condition. This project would replace the existing watermain in conjunction with the sanitary sewer and street improvements.

There is a stretch of water main that lies north of the mill and overlay area done in Fall 2015 by the City of Independence. Due to the condition of the water main that was identified by Public Works following a recent repair, we are proposing to replace the water main to the north City limits with this study. In order to minimize disturbance to the new mill and overlay work, some water main may need to be directionally drilled or shifted to the boulevard area to protect the existing pavement in this area.

The new water main is proposed to be 8" PVC pipe at this time, and a final size will be evaluated during design. The water services would also be replaced to the approximate right of way for the street. Temporary water main would need to be supplied during these operations. The costs for these improvements are shown in Appendix A.

## STREET AND STORM SEWER IMPROVEMENTS

The proposed street and storm sewer improvements are shown in Figure 4. Budd Avenue between Main Street and the north City limits was reconstructed in approximately 1979. The pavement is currently in poor condition with many areas of cracking, patching, rutting and settlements. Public Works staff coordinated some thin overlays of some of the worst areas this past summer.

This project proposes to completely reconstruct Budd Avenue in conjunction with the proposed utility improvements. The proposed street section includes geotextile fabric, 12 inches of granular borrow, 8 inches of aggregate base, 2 inches of bituminous base, and 1.5 inches of bituminous wear as shown in Figure 5. Final pavement sections will be reviewed during design after review of soil borings and geotechnical information.

The City completed a Walking and Biking Plan a few years ago that suggests ways in which to make it safer, more comfortable, and more convenient for Maple Plan residents, workers, and visitors to get around by walking or bicycling. This Plan recommends improvements for Budd Avenue including a combined bike/pedestrian shoulder north of Independence Street. At this time and based on direction from Staff and Council, we are including a meandering 6' concrete sidewalk in the report that would be placed along the east side of Budd in North Side Park between Independence Street and Manchester Drive.

It is proposed to reconstruct Budd Avenue between Independence Street and north of Manchester Drive to the mill and overlay work done by the City of Independence in Fall 2015. This is approximately along the north side of Maple Plain Community Church. Curb and gutter will be placed on both sides of the street.

The existing street width varies but is approximately 24.5' wide. The proposed width of the reconstructed street is 26' from face of curb to face of curb. Parts of the existing ditch along the east and west side of Budd and north of 1715 Budd Avenue will be maintained and enhanced where necessary, and the 6' wide concrete sidewalk is proposed to be constructed east of the ditch in this area.

There have been some discussions as to whether a concrete sidewalk could be placed on the west side of Budd Avenue in the project walk-through meeting with the public. There are some difficulties with slopes near the existing pond area on the Adlon Property. The sidewalk location can be reviewed further in design if directed by the Council.

The existing storm sewer along Budd Avenue consists of driveway culverts and some limited storm sewer. We propose to install additional storm sewer structures and piping as shown in Figure 4. The piping would outlet into the existing ditch along the east side of Budd Avenue. We anticipate the need for at least 2 catch basins to be installed behind the back of the curb to collect runoff from the adjacent yards.

In an effort to improve water quality as part of this project, rain gardens could be installed along Budd Avenue. The final number and location of these rain gardens will require further information, as well as an agreement from the property owners if they

would be located on the west side of the street. While the City would construct the rain gardens, the property owners would be asked to maintain the rain gardens.

Decorative street lights are proposed at this time and would run along the east side of the street. The costs for these improvements are shown in Appendix A.

### **BURY OVERHEAD POWER IMPROVEMENTS**

The City has been working with Xcel Energy on recent projects to determine the costs to bury overhead power as part of street reconstruction. It is not proposed to bury overhead power at this time on this stretch of Budd Avenue.

## Easements and Permits

### EASEMENTS

It is not anticipated that any easements will be needed for the proposed improvements discussed in this report. The proposed concrete walk/trail may be located outside of the existing Budd Avenue right-of-way but will be on the City of Maple Plain Northside Park property. We anticipate some temporary easements or right of entry agreements may be needed when doing utility work and restoration at the right of way. These areas will be reviewed and identified during design.

### PERMITS

The following permits will be needed for these improvements:

- General Stormwater Permit for Construction Activity (MPCA) - NPDES permit
- Minnesota Department of Health – water main permit
- Pioneer-Sarah Creek Watershed

Because there are possible wetlands shown on the east side of Budd Avenue near Manchester and that may exist in the ditch areas in this same location, a wetland delineation will need to be done. These delineations cannot be approved until the spring of the year, and we will work with City Staff on doing some preliminary work and have discussions with the Watershed and the Army Corp of Engineers as a result of there being possible wetlands in the area.

Depending upon the final decision related to the sanitary sewer pipe size, we will have further discussions with the Minnesota Pollution Control Agency as it relates to possible sanitary sewer permits.

# Cost Analysis and Financing

## COST ANALYSIS

Detailed cost estimates for the improvements described within this report are presented in Appendix A. The estimated costs include a 10 percent allowance for contingencies and a 20 percent allowance for indirect costs. The cost estimates are based upon unit prices anticipated for 2016 construction. The City's financial advisor will provide costs for bond issuance.

The costs for potential easements are not included in the project cost estimates. A summary of the estimated project costs for the proposed improvements are summarized in the following table:

**ESTIMATED PROJECT COSTS SUMMARY**

| Item                   | Amount      |
|------------------------|-------------|
| Sanitary Sewer         | \$162,000   |
| Water Main             | \$178,100   |
| Storm Sewer            | \$82,000    |
| Street, Lighting, Walk | \$789,500   |
| Total                  | \$1,212,200 |

If the sanitary sewer was increased in size from 8" to 10" diameter, the estimated project cost increase would be \$12,000.

## FINANCING

The revenue sources discussed below are for general informational purposes only. The presentation of these options should not be construed as a recommendation regarding financial products or concerning any other aspect relating to the issuance of securities. The City should consult with their financial advisor for all recommendations related to instruments of municipal project financing.

The City plans to assess a portion of the improvement costs to benefitting properties in the area under the Chapter 429 Process. The City would finance the remainder of the project costs through the City's Capital Improvements, Water, Sanitary Sewer, and Storm Water Funds, as well as through a bond.

Alternatives for the preliminary assessment roll are reviewed in Appendix B based upon 35% and 50% of the costs being assessed to benefitted property owners. One of the property owners and a portion of the Budd Avenue Street Improvements is within the City of Independence. The two cities will need to negotiate an agreement on these costs. If the City of Independence choose to assess the property owner for the improvements, they will need to hold their own hearings in accordance to state statute requirements.

## Schedule

The improvements described in this report are recommended to be started in 2016. The schedule below meets the need to complete the major work in one construction season. The schedule shows the timing of the project based on assessments being levied to benefitting properties. The project schedule can be modified and/or delayed at the City's request.

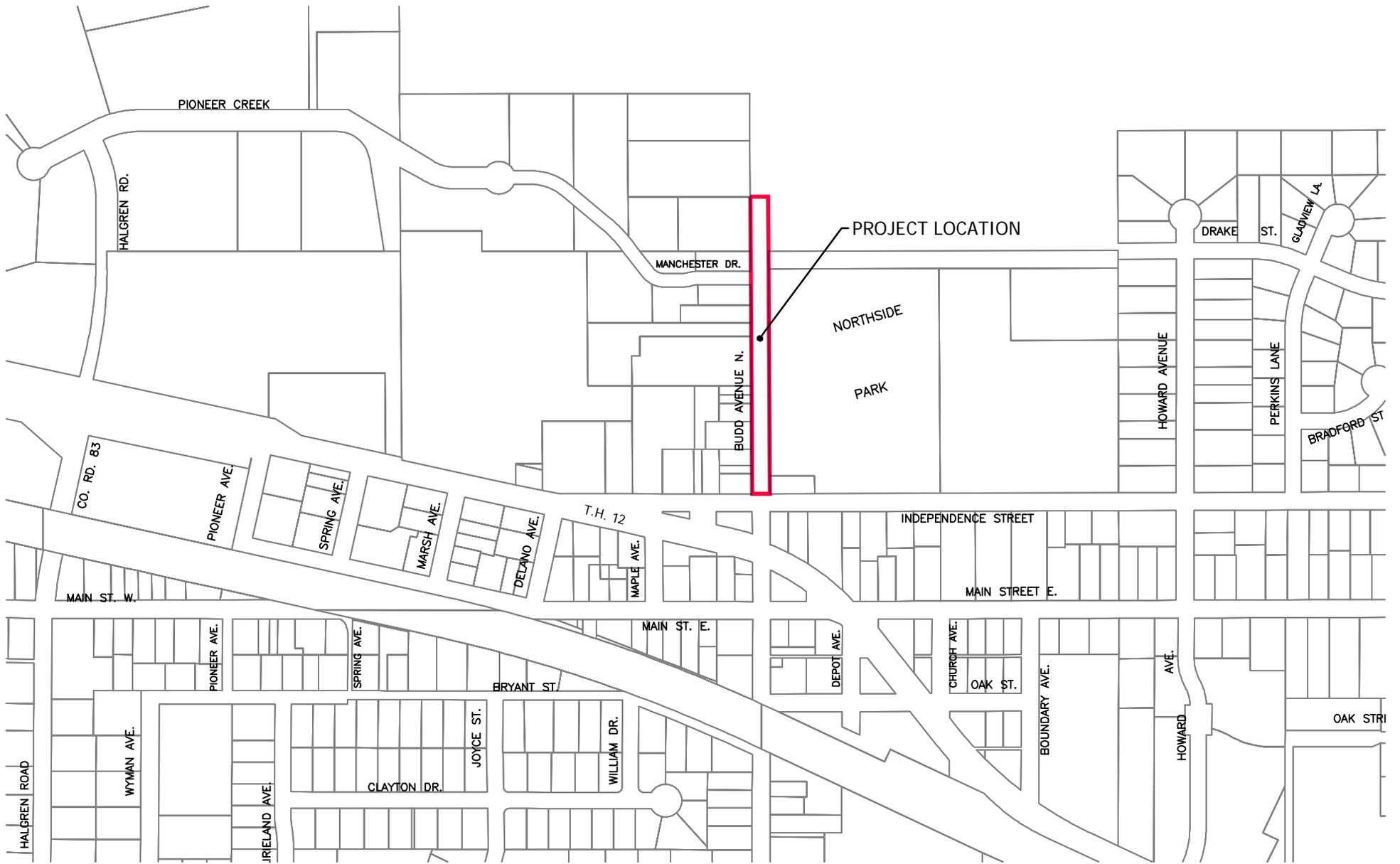
| <u>Item</u>  | <u>Schedule</u>       |
|--|-----------------------|
| Order Public Hearing                                 | December 2015         |
| Public Improvement Hearing/Accept Feasibility Report | January 25, 2016      |
| Order Plans and Specifications                       | January 25, 2016      |
| Approve Plans / Authorize Bidding                    | March 14, 2016        |
| Open Bids  | April 12, 2016        |
| Award Construction Contract                          | April 25, 2016        |
| Begin Construction                                   | May/June, 2016        |
| Complete Major Construction                          | August 2016           |
| Assessment Hearing                                   | October/November 2016 |
| Final Lift of Bituminous                             | Spring 2017           |

## Summary and Recommendations

It is the finding of this study that the proposed improvements are necessary, feasible, and cost effective. The project is necessary to improve the deteriorating condition of the streets and utilities as well as provide pedestrian between Independence and Manchester.

The estimated project cost is \$1,212,200 based on our opinion of probable construction costs in 2016. The following steps are recommended:

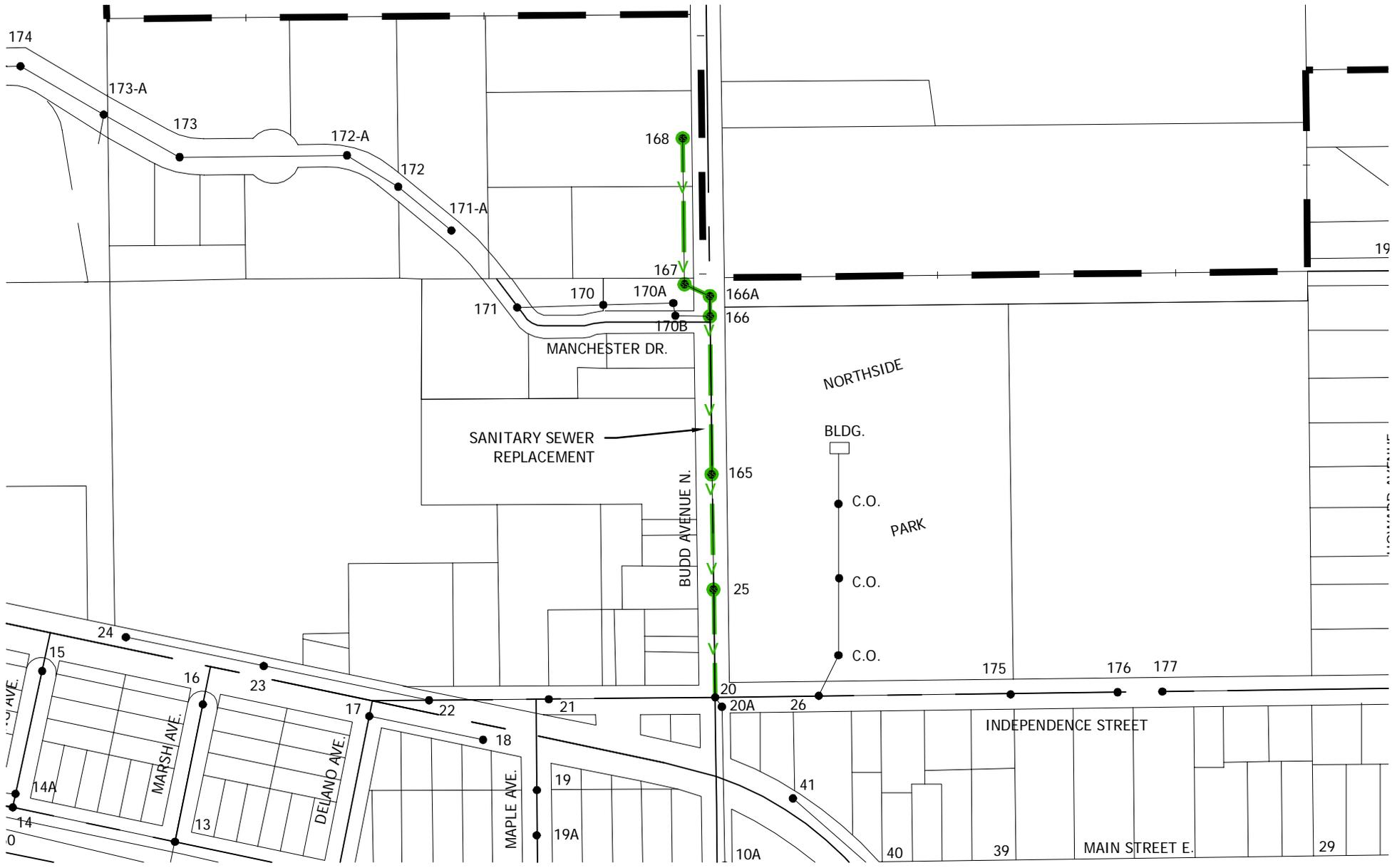
- Hold a public hearing to receive input regarding the proposed improvements and preliminary assessments.
- Provide feedback on the report following the public hearing and then adopt this report as the guide for the proposed improvements.
- Consult with the City's Financial Advisor to select a financing method and then continue with the Chapter 429 process if recommended by the City's Financial Advisor.
- Negotiate with the City of Independence on utility and street improvements within the City of Independence and that benefit the one property owner in their city.
- Consult with the City Attorney and consider whether special benefit analysis be done to review benefit to adjacent properties.
- Order the preparation of plans and specifications.
- Authorize soil borings be taken for the project.
- Approve plans and specifications and authorize bidding.
- Receive bids and award the contract.
- Complete construction.



## PROJECT LOCATION

### CITY OF MAPLE PLAIN BUDD AVENUE STREET AND UTILITY IMPROVEMENTS

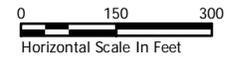
FIGURE 1



# SANITARY SEWER

## CITY OF MAPLE PLAIN BUDD AVENUE STREET AND UTILITY IMPROVEMENTS

FIGURE 2



Plot Date: 12/08/2015, 3:39pm  
 Drawing name: V:\1938\active\193801803\CADD\DWG\2016 Budd Ave\193801803 Figure 2.dwg  
 Xrefs: 193801803-MAP-Adjusted, 223m.mxd, 193801803-2016 Budd Ave Storm Design, 223MAP-SANITARY 2015, 223MAN, 223ADRNG, 223SAN



Plot Date: 12/09/2015, 3:43pm  
Drawing name: V:\1938\active\193801803\CAD\DWG\2016 Budd Ave\193801803 Figure 4.dwg  
Xrefs: 193801803-MAP-Adjusted, 223m.mxd, 193801803 2016 Budd Ave Storm Desgn., 223MAP-SANITARY 2015, 223MAP, 223ADIRG, 223SAN, 223WAT



# STREET AND STORM SEWER

CITY OF MAPLE PLAIN  
BUDD AVENUE STREET AND UTILITY IMPROVEMENTS

FIGURE 4

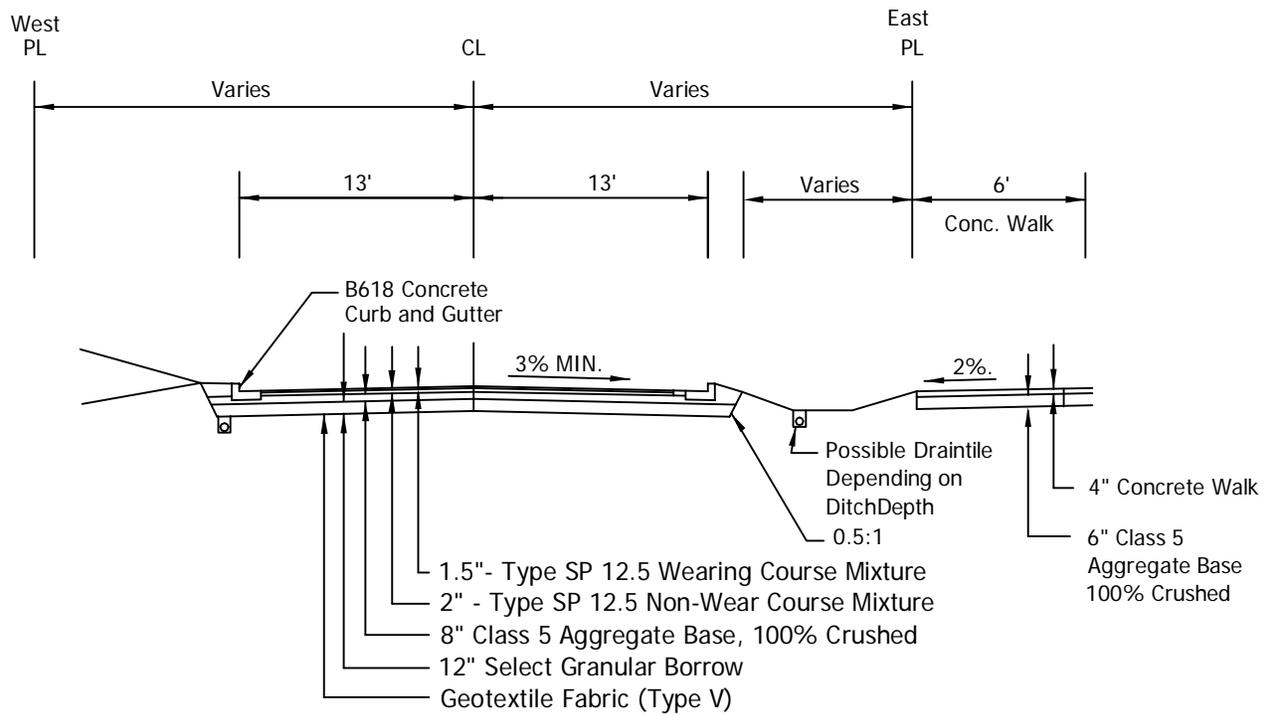
DATE: 12/08/15

PROJ. NO.: 193801803

0 150 300  
Horizontal Scale In Feet



2335 Highway 36 W  
St. Paul, MN 55113  
www.stantec.com



**TYPICAL SECTION - BUDD AVENUE**  
**INDEPENDENCE ST TO MANCHESTER DR**

**TYPICAL SECTION**

**CITY OF MAPLE PLAIN**  
**BUDD AVE STREET AND UTILITY IMPROVEMENT PROJECT**

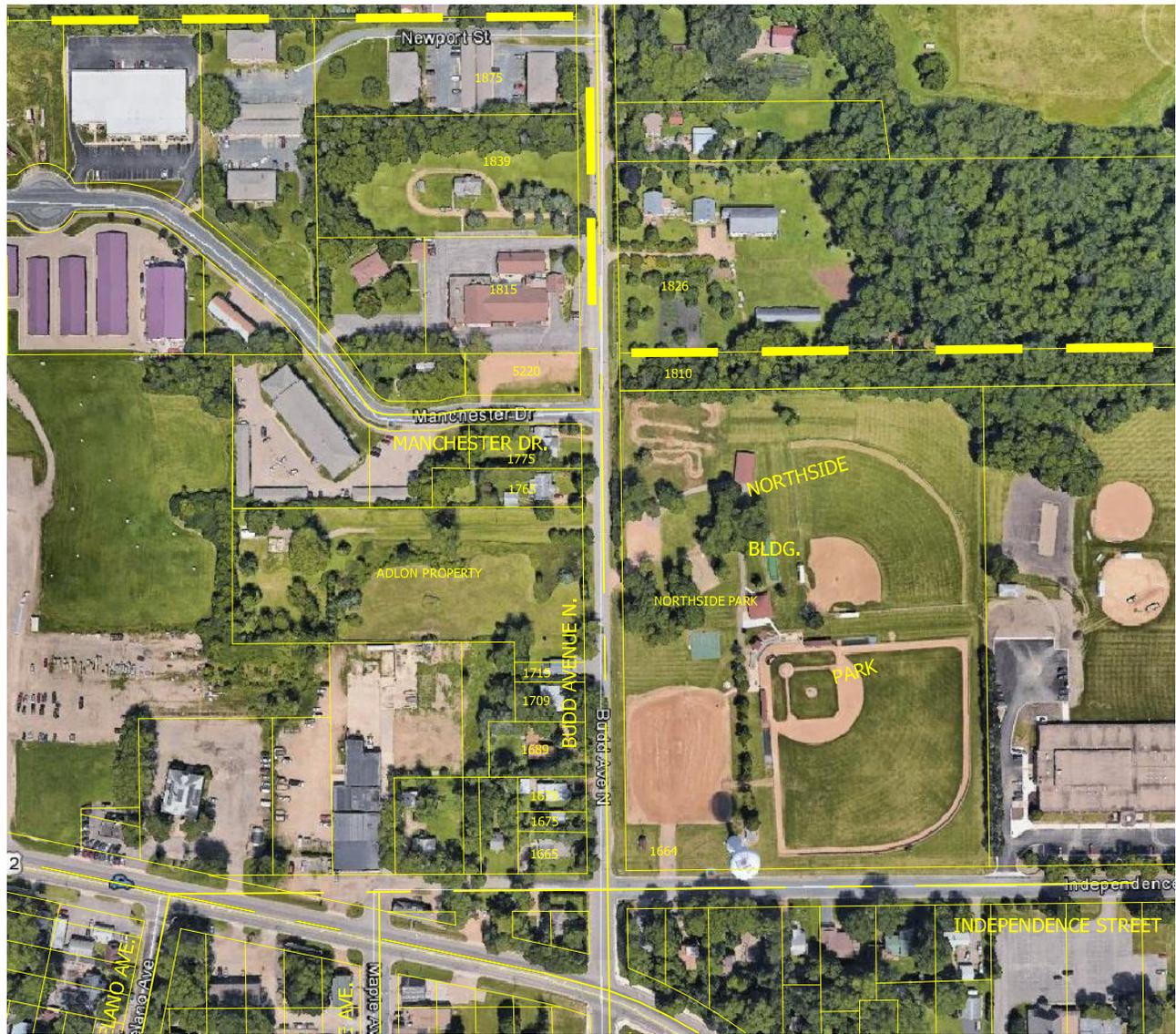
**FIGURE: 5**



2335 Highway 36 W  
 St. Paul, MN 55113  
 www.stantec.com

DATE: 12/09/15

PROJ. NO.: 193801803



### BENEFITTING PARCELS

## CITY OF MAPLE PLAIN BUDD AVENUE STREET AND UTILITY IMPROVEMENTS

DATE: 12/11/15

PROJ. NO.: 19381803

FIGURE 6

# Appendix A

**Opinion of Probable Costs  
Budd Avenue - Street and Utility Improvements  
Maple Plain, Minnesota**

**Part 1 - Sanitary Sewer**

| Item                                    | Unit | Quantity | Unit Price   | Estimated Cost       |
|---|------|----------|--------------|----------------------|
| Sanitary Sewer Bypass                   | LS   | 1        | \$ 15,000.00 | \$ 15,000.00         |
| Remove Sanitary sewer pipe              | LF   | 1,350    | \$ 5.00      | \$ 6,750.00          |
| Remove Sanitary Sewer Structure         | EA   | 6        | \$ 600.00    | \$ 3,600.00          |
| Connect To Existing Sanitary Sewer Pipe | EA   | 2        | \$ 2,000.00  | \$ 4,000.00          |
| Connect To Existing Sanitary Structure  | EA   | 1        | \$ 3,000.00  | \$ 3,000.00          |
| Sanitary Sewer Structure                | EA   | 7        | \$ 2,500.00  | \$ 17,500.00         |
| Sanitary Manhole Overdepth              | LF   | 35       | \$ 150.00    | \$ 5,250.00          |
| 8" PVC Sanitary pipe                    | LF   | 1,350    | \$ 36.00     | \$ 48,600.00         |
| Improved Pipe Foundation                | LF   | 675      | \$ 6.00      | \$ 4,050.00          |
| Connect to Ex. San. Service             | EA   | 10       | \$ 300.00    | \$ 3,000.00          |
| 8"x4" PVC Wye                           | EA   | 7        | \$ 300.00    | \$ 2,100.00          |
| 8"x6" PVC Wye                           | EA   | 3        | \$ 350.00    | \$ 1,050.00          |
| 4" San. Service pipe                    | LF   | 210      | \$ 25.00     | \$ 5,250.00          |
| 6" San. Service pipe                    | LF   | 90       | \$ 30.00     | \$ 2,700.00          |
| Televiser San. Sewer                    | LF   | 1,350    | \$ 1.00      | \$ 1,350.00          |
| Subtotal - Construction                 |      |          |              | \$ 123,200.00        |
| + 10% Contingencies                     |      |          |              | \$ 12,320.00         |
| Total - Construction                    |      |          |              | \$ 135,520.00        |
| +20% Indirect Costs                     |      |          |              | \$ 27,080.00         |
| <b>Total Project Costs</b>              |      |          |              | <b>\$ 162,600.00</b> |

**Part 2 - Water Main**

| Item                           | Unit | Quantity | Unit Price   | Estimated Cost       |
|--------------------------------|------|----------|--------------|----------------------|
| Temporary Water Main           | LS   | 1        | \$ 10,000.00 | \$ 10,000.00         |
| Remove Water Main pipe         | LF   | 1,300    | \$ 5.00      | \$ 6,500.00          |
| Remove Water Service Pipe      | LF   | 450      | \$ 3.00      | \$ 1,350.00          |
| Remove Hydrant                 | EA   | 2        | \$ 275.00    | \$ 550.00            |
| Remove Gate Valve              | EA   | 6        | \$ 250.00    | \$ 1,500.00          |
| Connect to Ex. WM              | EA   | 5        | \$ 1,800.00  | \$ 9,000.00          |
| 8" PVC C900 Water Main         | LF   | 1,300    | \$ 32.00     | \$ 41,600.00         |
| Improved Pipe Foundation       | LF   | 650      | \$ 4.50      | \$ 2,925.00          |
| 8" GV w/box                    | EA   | 6        | \$ 2,000.00  | \$ 12,000.00         |
| 8x8 Tee                        | EA   | 1        | \$ 650.00    | \$ 650.00            |
| 8x8 Cross                      | EA   | 1        | \$ 800.00    | \$ 800.00            |
| 8x6 Reducer                    | EA   | 1        | \$ 300.00    | \$ 300.00            |
| 8" 45 Degree Bend              | EA   | 2        | \$ 375.00    | \$ 750.00            |
| Hydrant                        | EA   | 3        | \$ 4,500.00  | \$ 13,500.00         |
| 6" GV w/box                    | EA   | 5        | \$ 1,500.00  | \$ 7,500.00          |
| 6" PVC C900 Water Main         | LF   | 155      | \$ 30.00     | \$ 4,650.00          |
| 8X6 Tee                        | EA   | 5        | \$ 525.00    | \$ 2,625.00          |
| Reconnect Ex. Water Service    | EA   | 11       | \$ 200.00    | \$ 2,200.00          |
| 1" Type K Copper Water Service | LF   | 450      | \$ 25.00     | \$ 11,250.00         |
| 1" Curb Stop and Box           | EA   | 9        | \$ 290.00    | \$ 2,610.00          |
| 1" Corp                        | EA   | 9        | \$ 150.00    | \$ 1,350.00          |
| 1" Service Saddle              | EA   | 9        | \$ 150.00    | \$ 1,350.00          |
| Subtotal - Construction        |      |          |              | \$ 134,960.00        |
| + 10% Contingencies            |      |          |              | \$ 13,496.00         |
| Total - Construction           |      |          |              | \$ 148,456.00        |
| +20% Indirect Costs            |      |          |              | \$ 29,644.00         |
| <b>Total Project Costs</b>     |      |          |              | <b>\$ 178,100.00</b> |

**Part 3 - Storm Sewer**

| <b>Item</b>                             | <b>Unit</b> | <b>Quantity</b> | <b>Unit Price</b> | <b>Estimated Cost</b> |
|---|-------------|-----------------|-------------------|-----------------------|
| 4' DIA MANHOLE W/FRAME AND LID          | EA          | 1               | \$ 2,200.00       | \$ 2,200.00           |
| 4' DIA CB MANHOLE W/FRAME AND LID       | EA          | 5               | \$ 2,200.00       | \$ 11,000.00          |
| 2'X3' CATCH BASIN                       | EA          | 2               | \$ 1,600.00       | \$ 3,200.00           |
| 27" CATCH BASIN                         | EA          | 2               | \$ 1,300.00       | \$ 2,600.00           |
| 18" FES                                 | EA          | 1               | \$ 800.00         | \$ 800.00             |
| 24" FES                                 | EA          | 1               | \$ 1,200.00       | \$ 1,200.00           |
| 36" RCP                                 | LF          | 8               | \$ 75.00          | \$ 600.00             |
| 24" RCP                                 | LF          | 52              | \$ 50.00          | \$ 2,600.00           |
| 18" RCP                                 | LF          | 60              | \$ 36.00          | \$ 2,160.00           |
| 15" RCP                                 | LF          | 825             | \$ 34.00          | \$ 28,050.00          |
| 12" RCP                                 | LF          | 100             | \$ 32.00          | \$ 3,200.00           |
| Cl. III Random Rip Rap                  | CY          | 20              | \$ 60.00          | \$ 1,200.00           |
| Remove Storm sewer pipe                 | LF          | 150             | \$ 10.00          | \$ 1,500.00           |
| Remove Storm Drainage Structure         | EA          | 6               | \$ 300.00         | \$ 1,800.00           |
| Connect draintile to existing structure | EA          | 0               | \$ 350.00         | \$ -                  |
| Subtotal - Construction                 |             |                 |                   | \$ 62,110.00          |
| + 10% Contingencies                     |             |                 |                   | \$ 6,211.00           |
| Total - Construction                    |             |                 |                   | \$ 68,321.00          |
| +20% Indirect Costs                     |             |                 |                   | \$ 13,679.00          |
| <b>Total Project Costs</b>              |             |                 |                   | <b>\$ 82,000.00</b>   |

## Part 4 - Street

| Item                              | Unit | Quantity | Unit Price   | Estimated Cost       |
|-----------------------------------|------|----------|--------------|----------------------|
| Mobilization                      | LS   | 1        | \$ 45,000.00 | \$ 45,000.00         |
| Traffic control                   | LS   | 1        | \$ 5,000.00  | \$ 5,000.00          |
| Clear and grub                    | LS   | 1        | \$ 3,000.00  | \$ 3,000.00          |
| Sawing bituminous pavement        | LF   | 175      | \$ 4.00      | \$ 700.00            |
| Sawing bituminous driveway        | LF   | 300      | \$ 4.00      | \$ 1,200.00          |
| Salvage and reinstall sign        | EA   | 6        | \$ 250.00    | \$ 1,500.00          |
| Salvage and reinstall mailbox     | EA   | 10       | \$ 250.00    | \$ 2,500.00          |
| Salvage and Reinstall Fence       | LF   | 40       | \$ 25.00     | \$ 1,000.00          |
| Remove bituminous driveway        | SY   | 500      | \$ 5.00      | \$ 2,500.00          |
| Remove concrete driveway          | SY   | 0        | \$ 12.00     | \$ -                 |
| Remove concrete sidewalk          | SY   | 0        | \$ -         | \$ -                 |
| Remove concrete curb and gutter   | LF   | 40       | \$ 10.00     | \$ 400.00            |
| Remove bituminous pathway         | SY   | 0        | \$ -         | \$ -                 |
| Remove bituminous pavement        | SY   | 3,158    | \$ 5.00      | \$ 15,788.89         |
| Common excavation                 | CY   | 4,044    | \$ 18.00     | \$ 72,795.80         |
| Common Excavation - sidewalk      | CY   | 251      | \$ 18.00     | \$ 4,511.11          |
| Subgrade excavation               | CY   | 809      | \$ 19.00     | \$ 15,368.00         |
| Class 5 gravel base in pl         | TN   | 2,192    | \$ 17.00     | \$ 37,260.42         |
| Select Granular Borrow            | CY   | 2,258    | \$ 22.00     | \$ 49,686.02         |
| Geotextile fabric type V          | TN   | 3,782    | \$ 2.50      | \$ 9,454.00          |
| 2" Type LV 3 non wearing course B | TN   | 392      | \$ 85.00     | \$ 33,324.06         |
| 1.5" Type LV 3 wearing course     | TN   | 294      | \$ 90.00     | \$ 26,463.23         |
| Bituminous material for Tack      | GAL  | 148      | \$ 5.00      | \$ 741.11            |
| 4" PE Drintile                    | LF   | 2,320    | \$ 10.00     | \$ 23,200.00         |
| B618 concrete curb and gutter     | LF   | 2,320    | \$ 15.00     | \$ 34,800.00         |
| 4" concrete sidewalk              | SF   | 7,260    | \$ 5.00      | \$ 36,300.00         |
| concrete pedestrian ramp          | SF   | 180      | \$ 7.00      | \$ 1,260.00          |
| truncated domes                   | SF   | 24       | \$ 55.00     | \$ 1,320.00          |
| 8" Concrete valley gutter         | SY   | 20       | \$ 64.00     | \$ 1,280.00          |
| concrete apron                    | SY   | 14       | \$ 60.00     | \$ 866.67            |
| Patch bituminous driveway         | SY   | 500      | \$ 40.00     | \$ 20,000.00         |
| Patch gravel driveway             | SY   | 283      | \$ 12.50     | \$ 3,541.67          |
| Street sweeper w/ operator        | HR   | 12       | \$ 125.00    | \$ 1,500.00          |
| Bobcat w/ operator                | HR   | 12       | \$ 125.00    | \$ 1,500.00          |
| Adjust Manhole                    | EA   | 1        | \$ 1,000.00  | \$ 1,000.00          |
| Adjust valve box                  | EA   | 1        | \$ 350.00    | \$ 350.00            |
| Sod                               | SY   | 4,735    | \$ 6.00      | \$ 28,410.00         |
| Water for turf establishment      | MGAL | 5        | \$ 60.00     | \$ 284.10            |
| Topsoil Borrow                    | CY   | 789      | \$ 20.00     | \$ 15,783.33         |
| Rain Garden                       | EA   | 3        | \$ 7,500.00  | \$ 22,500.00         |
| Landscape Fund                    | LS   | 1        | \$ 5,000.00  | \$ 5,000.00          |
| Water for dust control            | MGAL | 12       | \$ 60.00     | \$ 696.00            |
| Catch basin protection            | EA   | 6        | \$ 275.00    | \$ 1,650.00          |
| silt fence - heavy duty           | LF   | 2,320    | \$ 2.00      | \$ 4,640.00          |
| bio-log                           | LF   | 300      | \$ 3.00      | \$ 900.00            |
| 4" double yellow                  | LF   | 1,160    | \$ 0.75      | \$ 870.00            |
| 4" solid white                    | LF   | 2,320    | \$ 0.40      | \$ 928.00            |
| 12" solid white = stop bar        | LF   | 60       | \$ 10.00     | \$ 600.00            |
| crosswalk                         | SF   | 108      | \$ 7.00      | \$ 756.00            |
| Decorative Street Light           | EA   | 8        | \$ 7,500.00  | \$ 60,000.00         |
| <b>Subtotal - Construction</b>    |      |          |              | <b>\$ 598,128.41</b> |
| + 10% Contingencies               |      |          |              | <b>\$ 59,812.84</b>  |
| <b>Total - Construction</b>       |      |          |              | <b>\$ 657,941.25</b> |
| +20% Indirect Costs               |      |          |              | <b>\$ 131,558.75</b> |
| <b>Total Project Costs</b>        |      |          |              | <b>\$ 789,500.00</b> |

**Summary**

| <b>Item</b>             | <b>Estimated Cost</b>  |
|-------------------------|------------------------|
| Part 1 - Sanitary Sewer | \$ 162,600.00          |
| Part 2 - Water Main     | \$ 178,100.00          |
| Part 3 - Storm Sewer    | \$ 82,000.00           |
| Part 4 - Street         | \$ 789,500.00          |
| <b>Total</b>            | <b>\$ 1,212,200.00</b> |

## Appendix B

### Budd Avenue - Street and Utility Improvements

#### Preliminary Assessments - Option 1 - Combination of REU for utilities and Adjusted Front Footage for street/storm

Given:

|   |    |            |  |
|---|----|------------|--|
| Sanitary Sewer Costs                        | \$ | 162,600.00 |  |
| Residential Equivalent Units - (REU) - San. |    | 28         | (REU's from table below but not including 1665, 1810, and 1826)              |
| Cost per REU                                | \$ | 5,807.14   |  |
| Cost per REU if 35% Assessed                | \$ | 2,032.50   |  |
| Cost per REU if 50% Assessed                | \$ | 2,903.57   |  |
|   |    |            |  |
| Water Main Costs                            | \$ | 178,100.00 |  |
| (REU) - Water                               |    | 30         | (REU's from table below but not including 1665 and 1810)                     |
| Cost per REU                                | \$ | 5,936.67   |  |
| Cost per REU if 35% Assessed                | \$ | 2,077.83   |  |
| Cost per REU if 50% Assessed                | \$ | 2,968.33   |  |
|   |    |            |  |
| Street and Storm Sewer Costs                | \$ | 871,500.00 |  |
| Adjusted Frontage                           |    | 2087       | (Adjusted Frontage from table below but not including 1810, 1839, and 1875 ) |
| Cost per foot                               | \$ | 417.59     |  |
| Cost per foot if 35% Assessed               | \$ | 146.15     |  |
| Cost per foot if 50% Assessed               | \$ | 208.79     |  |

|                     |                     |              |                     |              |
|---------------------|---------------------|--------------|---------------------|--------------|
|                     | <u>35% Assessed</u> |              | <u>50% Assessed</u> |              |
| Total Project Costs | \$                  | 1,212,200.00 | \$                  | 1,212,200.00 |
| Minus Assessments   | \$                  | 424,270.00   | \$                  | 606,100.00   |
| City Costs          | \$                  | 787,930.00   | \$                  | 606,100.00   |

(Does not include City Costs Associated with City owned parcels on table below or adjustment in assessments based on special benefit analysis)

| Property Owner                    | Property Address       | Parcel No.        | Residential Equivalent Units (Utility) | Frontage    | Adjusted Frontage | Area   | Market Value | Sanitary Sewer Assessment (35%) | Sanitary Sewer Assessment (50%) | Water Assessment (35%) | Water Assessment (50%) | Street & Storm Sewer Assessment (35%) | Street & Storm Sewer Assessment (50%) | Total Assessment (35%) - Note 1 | Total Assessment (50%) - Note 1 |
|-----------------------------------|------------------------|-------------------|--|-------------|-------------------|--------|--------------|---------------------------------|---------------------------------|------------------------|------------------------|---------------------------------------|---------------------------------------|---------------------------------|---------------------------------|
| City of Maple Plain               | 1664 Budd Avenue North | 24-118-24-43-0005 | 1                                      | 66          | 66                | 10890  | \$ -         | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 9,646.21                           | \$ 13,780.31                          | \$ 13,756.55                    | \$ 19,652.21                    |
| City of Maple Plain               | Address Unassigned     | 24-118-24-43-0004 | 10                                     | 765         | 765               | 507524 | \$ -         | \$ 20,325.00                    | \$ 29,035.71                    | \$ 20,778.33           | \$ 29,683.33           | \$ 111,808.40                         | \$ 159,726.28                         | \$ 152,911.73                   | \$ 218,445.33                   |
| David B & Carla M Liesch          | 1810 Budd Avenue       | 24-118-24-43-0001 | 0                                      | 66          | 0                 | 84968  | \$ 10,000    | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ -                                  | \$ -                                  | \$ -                            | \$ -                            |
| David B & Carla M Liesch (Note 2) | 1826 Budd Avenue       | 24-118-24-42-0007 | 2                                      | 210         | 210               | 425539 | \$ 364,000   | \$ -                            | \$ -                            | \$ 4,155.67            | \$ 5,936.67            | \$ 30,692.50                          | \$ 43,846.43                          | \$ 34,848.17                    | \$ 49,783.10                    |
| Marilyn I Vialle                  | 1665 Budd Avenue       | 24-118-24-34-0013 | 0                                      | 75          | 75                | 9000   | \$ 159,000   | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ 10,961.61                          | \$ 15,659.44                          | \$ 10,961.61                    | \$ 15,659.44                    |
| Pete Martinez                     | 1675 Budd Avenue       | 24-118-24-34-0012 | 1                                      | 30          | 30                | 3600   | \$ 80,000    | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 4,384.64                           | \$ 6,263.78                           | \$ 8,494.98                     | \$ 12,135.68                    |
| Donald & Marcy Fahrman            | 1679 Budd Avenue       | 24-118-24-34-0011 | 1                                      | 60          | 60                | 7199   | \$ 127,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 8,769.29                           | \$ 12,527.55                          | \$ 12,879.62                    | \$ 18,399.46                    |
| Wayne W Marshall                  | 1689 Budd Avenue       | 24-118-24-34-0009 | 1                                      | 102         | 102               | 17136  | \$ 117,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 14,907.79                          | \$ 21,296.84                          | \$ 19,018.12                    | \$ 27,168.74                    |
| Ted & Patricia Westerdahl         | 1709 Budd Avenue       | 24-118-24-34-0008 | 1                                      | 68          | 68                | 7952   | \$ 137,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 9,938.52                           | \$ 14,197.89                          | \$ 14,048.86                    | \$ 20,069.80                    |
| Barbara L Ingersoll               | 1715 Budd Avenue       | 24-118-24-34-0007 | 1                                      | 33          | 33                | 3960   | \$ 97,000    | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 4,823.11                           | \$ 6,890.15                           | \$ 8,933.44                     | \$ 12,762.06                    |
| Adlon Land Acquisition I LLC      | Address Unassigned     | 24-118-24-34-0080 | 3                                      | 264         | 264               | 143261 | \$ 401,000   | \$ 6,097.50                     | \$ 8,710.71                     | \$ 6,233.50            | \$ 8,905.00            | \$ 38,584.86                          | \$ 55,121.23                          | \$ 50,915.86                    | \$ 72,736.94                    |
| Debra K. Olsen                    | 1765 Budd Avenue       | 24-118-24-34-0003 | 1                                      | 65          | 65                | 16900  | \$ 140,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 9,500.06                           | \$ 13,571.51                          | \$ 13,610.39                    | \$ 19,443.42                    |
| Caitlin Cahill                    | 1775 Budd Avenue       | 24-118-24-34-0002 | 1                                      | 75          | 75                | 14625  | \$ 112,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 10,961.61                          | \$ 15,659.44                          | \$ 15,071.94                    | \$ 21,531.34                    |
| Maple Plain Community Church      | 5220 Manchester Drive  | 24-118-24-34-0065 | 1                                      | 74          | 74                | 15023  | \$ -         | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 10,815.45                          | \$ 15,450.65                          | \$ 14,925.79                    | \$ 21,322.55                    |
| Maple Plain Community Church      | 1815 Budd Avenue       | 24-118-24-31-0006 | 2                                      | 200         | 200               | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 29,230.95                          | \$ 41,758.51                          | \$ 37,451.62                    | \$ 53,502.31                    |
| Maple Plain Community Church      | 1839 Budd Avenue       | 24-118-24-31-0005 | 2                                      | 210         | 0                 | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67                     | \$ 11,743.81                    |
| H & J Apartments, LLC             | 1875 Budd Avenue       | 24-118-24-31-0004 | 2                                      | 170         | 0                 | 77732  | \$ 1,088,000 | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67                     | \$ 11,743.81                    |
| <b>Totals</b>                     |                        |                   | <b>30</b>                              | <b>2533</b> | <b>2087</b>       |        |              | <b>\$ 56,910.00</b>             | <b>\$ 81,300.00</b>             | <b>\$ 62,335.00</b>    | <b>\$ 89,050.00</b>    | <b>\$ 305,025.00</b>                  | <b>\$ 435,750.00</b>                  | <b>\$ 424,270.00</b>            | <b>\$ 606,100.00</b>            |

Note(s):

- (1) The City of Maple Plain has done a special benefit analysis on recent assessment projects. That special benefit analysis provided a maximum benefit number that the City used in adjusting final assessments on the project.
- (2) This property is located in the City of Independence. An agreement will need to be approved by both communities to assess this property.

## Appendix B

### Budd Avenue - Street and Utility Improvements Preliminary Assessments - Option 2 - Parcel (No REU) for utilities and Adjusted Front Footage for Street/Storm

Given:

|                                 |    |            |  |
|---------------------------------|----|------------|--|
| Sanitary Sewer Costs            | \$ | 162,600.00 |  |
| Parcels with Sanitary           |    | 14         | (Parcels but not including 1665, 1810, and 1826)                             |
| Cost per Parcel                 | \$ | 11,614.29  |  |
| Cost per Parcel if 35% Assessed | \$ | 4,065.00   |  |
| Cost per REU if 50% Assessed    | \$ | 5,807.14   |  |
|                                 |    |            |  |
| Water Main Costs                | \$ | 178,100.00 |  |
| Parcels with Water              |    | 15         | (Parcels with sewer/water but not including 1665 and 1810)                   |
| Cost per Parcel                 | \$ | 11,873.33  |  |
| Cost per Parcel if 35% Assessed | \$ | 4,155.67   |  |
| Cost per REU if 50% Assessed    | \$ | 5,936.67   |  |
|                                 |    |            |  |
| Street and Storm Sewer Costs    | \$ | 871,500.00 |  |
| Adjusted Frontage               |    | 2087       | (Adjusted Frontage from table below but not including 1810, 1839, and 1875 ) |
| Cost per foot                   | \$ | 417.59     |  |
| Cost per foot if 35% Assessed   | \$ | 146.15     |  |
| Cost per foot if 50% Assessed   | \$ | 208.79     |  |

|                     |                     |              |                     |              |
|---------------------|---------------------|--------------|---------------------|--------------|
|                     | <u>35% Assessed</u> |              | <u>50% Assessed</u> |              |
| Total Project Costs | \$                  | 1,212,200.00 | \$                  | 1,212,200.00 |
| Minus Assessments   | \$                  | 424,270.00   | \$                  | 606,100.00   |
| City Costs          | \$                  | 787,930.00   | \$                  | 606,100.00   |

(Does not include City Costs Associated with City owned parcels on table below or adjustment in assessments based on special benefit analysis)

| Property Owner               | Property Address    | Parcel No.        | Parcels (Utility) | Frontage    | Adjusted Frontage | Area   | Market Value | Sanitary Sewer Assessment (35%) | Sanitary Sewer Assessment (50%) | Water Assessment (35%) | Water Assessment (50%) | Street & Storm Sewer Assessment (35%) | Street & Storm Sewer Assessment (50%) | Total Assessment (35%) | Total Assessment (50%) |
|------------------------------|---------------------|-------------------|-------------------|-------------|-------------------|--------|--------------|---------------------------------|---------------------------------|------------------------|------------------------|---------------------------------------|---------------------------------------|------------------------|------------------------|
| City of Maple Plain          | 1664 Budd Avenue N. | 24-118-24-43-0005 | 1                 | 66          | 66                | 10890  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 9,646.21                           | \$ 13,780.31                          | \$ 17,866.88           | \$ 25,524.12           |
| City of Maple Plain          | Address Unassigned  | 24-118-24-43-0004 | 1                 | 765         | 765               | 507524 | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 111,808.40                         | \$ 159,726.28                         | \$ 120,029.06          | \$ 171,470.09          |
| David B & Carla M Liesch     | 1810 Budd Avenue    | 24-118-24-43-0001 | 0                 | 66          | 0                 | 84968  | \$ 10,000    | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ -                                  | \$ -                                  | \$ -                   | \$ -                   |
| David B & Carla M Liesch     | 1826 Budd Avenue    | 24-118-24-42-0007 | 1                 | 210         | 210               | 425539 | \$ 364,000   | \$ -                            | \$ -                            | \$ 4,155.67            | \$ 5,936.67            | \$ 30,692.50                          | \$ 43,846.43                          | \$ 34,848.17           | \$ 49,783.10           |
| Marilyn I Vialle             | 1665 Budd Avenue    | 24-118-24-34-0013 | 0                 | 75          | 75                | 9000   | \$ 159,000   | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ 10,961.61                          | \$ 15,659.44                          | \$ 10,961.61           | \$ 15,659.44           |
| Pete Martinez                | 1675 Budd Avenue    | 24-118-24-34-0012 | 1                 | 30          | 30                | 3600   | \$ 80,000    | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 4,384.64                           | \$ 6,263.78                           | \$ 12,605.31           | \$ 18,007.59           |
| Donald & Marcy Fahrman       | 1679 Budd Avenue    | 24-118-24-34-0011 | 1                 | 60          | 60                | 7199   | \$ 127,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 8,769.29                           | \$ 12,527.55                          | \$ 16,989.95           | \$ 24,271.36           |
| Wayne W Marshall             | 1689 Budd Avenue    | 24-118-24-34-0009 | 1                 | 102         | 102               | 17136  | \$ 117,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 14,907.79                          | \$ 21,296.84                          | \$ 23,128.45           | \$ 33,040.65           |
| Ted & Patricia Westerdahl    | 1709 Budd Avenue    | 24-118-24-34-0008 | 1                 | 68          | 68                | 7952   | \$ 137,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 9,938.52                           | \$ 14,197.89                          | \$ 18,159.19           | \$ 25,941.70           |
| Barbara L Ingersoll          | 1715 Budd Avenue    | 24-118-24-34-0007 | 1                 | 33          | 33                | 3960   | \$ 97,000    | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 4,823.11                           | \$ 6,890.15                           | \$ 13,043.77           | \$ 18,633.96           |
| Adlon Land Acquisition I LLC | Address Unassigned  | 24-118-24-34-0080 | 1                 | 264         | 264               | 143261 | \$ 401,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 38,584.86                          | \$ 55,121.23                          | \$ 46,805.53           | \$ 66,865.04           |
| Debra K. Olsen               | 1765 Budd Avenue    | 24-118-24-34-0003 | 1                 | 65          | 65                | 16900  | \$ 140,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 9,500.06                           | \$ 13,571.51                          | \$ 17,720.73           | \$ 25,315.32           |
| Caitlin Cahill               | 1775 Budd Avenue    | 24-118-24-34-0002 | 1                 | 75          | 75                | 14625  | \$ 112,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 10,961.61                          | \$ 15,659.44                          | \$ 19,182.27           | \$ 27,403.25           |
| Maple Plain Community Church | 5220 Manchester Dr. | 24-118-24-34-0065 | 1                 | 74          | 74                | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 10,815.45                          | \$ 15,450.65                          | \$ 19,036.12           | \$ 27,194.46           |
| Maple Plain Community Church | 1815 Budd Avenue    | 24-118-24-31-0006 | 1                 | 200         | 200               | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 29,230.95                          | \$ 41,758.51                          | \$ 37,451.62           | \$ 53,502.31           |
| Maple Plain Community Church | 1839 Budd Avenue    | 24-118-24-31-0005 | 1                 | 210         | 0                 | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67            | \$ 11,743.81           |
| H & J Apartments, LLC        | 1875 Budd Avenue    | 24-118-24-31-0004 | 1                 | 170         | 0                 | 77732  | \$ 1,088,000 | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67            | \$ 11,743.81           |
| <b>Totals</b>                |                     |                   | <b>15</b>         | <b>2533</b> | <b>2087</b>       |        |              | <b>\$ 56,910.00</b>             | <b>\$ 81,300.00</b>             | <b>\$ 62,335.00</b>    | <b>\$ 89,050.00</b>    | <b>\$ 305,025.00</b>                  | <b>\$ 435,750.00</b>                  | <b>\$ 424,270.00</b>   | <b>\$ 606,100.00</b>   |

**Note(s):**

(1) The City of Maple Plain has done a special benefit analysis on recent assessment projects. That special benefit analysis provided a maximum benefit number that the City used in adjusting final assessments on the project.

(2) This property is located in the City of Independence. An agreement will need to be approved by both communities to assess this property.

## Appendix B

### Summary of Options

| Property Owner               | Property Address    | Parcel No.        | Residential Equivalent Units (Utility) | Frontage    | Adjusted Frontage | Area   | Market Value | Option 1 - REU and Adj. Frontage (35%) - Note 1 | Option 1 - REU and Adj. Frontage (50%) - Note 1 | Option 2 - Parcel and Adj. Frontage (35%) - Note 1 | Option 2 - Parcel and Adj. Frontage (50%) - Note 1 |
|------------------------------|---------------------|-------------------|--|-------------|-------------------|--------|--------------|---|---|--|--|
| City of Maple Plain          | 1664 Budd Avenue N. | 24-118-24-43-0005 | 1                                      | 66          | 66                | 10890  | \$ -         | \$ 13,756.55                                    | \$ 19,652.21                                    | \$ 17,866.88                                       | \$ 25,524.12                                       |
| City of Maple Plain          | Address Unassigned  | 24-118-24-43-0004 | 10                                     | 765         | 765               | 507524 | \$ -         | \$ 152,911.73                                   | \$ 218,445.33                                   | \$ 120,029.06                                      | \$ 171,470.09                                      |
| David B & Carla M Liesch     | 1810 Budd Avenue    | 24-118-24-43-0001 | 0                                      | 66          | 0                 | 84968  | \$ 10,000    | \$ -  | \$ -  | \$ -   | \$ -   |
| David B & Carla M Liesch     | 1826 Budd Avenue    | 24-118-24-42-0007 | 2                                      | 210         | 210               | 425539 | \$ 364,000   | \$ 34,848.17                                    | \$ 49,783.10                                    | \$ 34,848.17                                       | \$ 49,783.10                                       |
| Marilyn I Vialle             | 1665 Budd Avenue    | 24-118-24-34-0013 | 0                                      | 75          | 75                | 9000   | \$ 159,000   | \$ 10,961.61                                    | \$ 15,659.44                                    | \$ 10,961.61                                       | \$ 15,659.44                                       |
| Pete Martinez                | 1675 Budd Avenue    | 24-118-24-34-0012 | 1                                      | 30          | 30                | 3600   | \$ 80,000    | \$ 8,494.98                                     | \$ 12,135.68                                    | \$ 12,605.31                                       | \$ 18,007.59                                       |
| Donald & Marcy Fahrman       | 1679 Budd Avenue    | 24-118-24-34-0011 | 1                                      | 60          | 60                | 7199   | \$ 127,000   | \$ 12,879.62                                    | \$ 18,399.46                                    | \$ 16,989.95                                       | \$ 24,271.36                                       |
| Wayne W Marshall             | 1689 Budd Avenue    | 24-118-24-34-0009 | 1                                      | 102         | 102               | 17136  | \$ 117,000   | \$ 19,018.12                                    | \$ 27,168.74                                    | \$ 23,128.45                                       | \$ 33,040.65                                       |
| Ted & Patricia Westerdahl    | 1709 Budd Avenue    | 24-118-24-34-0008 | 1                                      | 68          | 68                | 7952   | \$ 137,000   | \$ 14,048.86                                    | \$ 20,069.80                                    | \$ 18,159.19                                       | \$ 25,941.70                                       |
| Barbara L Ingersoll          | 1715 Budd Avenue    | 24-118-24-34-0007 | 1                                      | 33          | 33                | 3960   | \$ 97,000    | \$ 8,933.44                                     | \$ 12,762.06                                    | \$ 13,043.77                                       | \$ 18,633.96                                       |
| Adlon Land Acquisition I LLC | Address Unassigned  | 24-118-24-34-0080 | 3                                      | 264         | 264               | 143261 | \$ 401,000   | \$ 50,915.86                                    | \$ 72,736.94                                    | \$ 46,805.53                                       | \$ 66,865.04                                       |
| Debra K. Olsen               | 1765 Budd Avenue    | 24-118-24-34-0003 | 1                                      | 65          | 65                | 16900  | \$ 140,000   | \$ 13,610.39                                    | \$ 19,443.42                                    | \$ 17,720.73                                       | \$ 25,315.32                                       |
| Caitlin Cahill               | 1775 Budd Avenue    | 24-118-24-34-0002 | 1                                      | 75          | 75                | 14625  | \$ 112,000   | \$ 15,071.94                                    | \$ 21,531.34                                    | \$ 19,182.27                                       | \$ 27,403.25                                       |
| Maple Plain Community Church | 5220 Manchester Dr. | 24-118-24-34-0065 | 1                                      | 74          | 74                | 15023  | \$ -         | \$ 14,925.79                                    | \$ 21,322.55                                    | \$ 19,036.12                                       | \$ 27,194.46                                       |
| Maple Plain Community Church | 1815 Budd Avenue    | 24-118-24-31-0006 | 2                                      | 200         | 200               | 15023  | \$ -         | \$ 37,451.62                                    | \$ 53,502.31                                    | \$ 37,451.62                                       | \$ 53,502.31                                       |
| Maple Plain Community Church | 1839 Budd Avenue    | 24-118-24-31-0005 | 2                                      | 210         | 0                 | 15023  | \$ -         | \$ 8,220.67                                     | \$ 11,743.81                                    | \$ 8,220.67  | \$ 11,743.81                                       |
| H & J Apartments, LLC        | 1875 Budd Avenue    | 24-118-24-31-0004 | 2                                      | 170         | 0                 | 77732  | \$ 1,088,000 | \$ 8,220.67                                     | \$ 11,743.81                                    | \$ 8,220.67  | \$ 11,743.81                                       |
| <b>Totals</b>                |                     |                   | <b>30</b>                              | <b>2533</b> | <b>2087</b>       |        |              | <b>\$ 424,270.00</b>                            | <b>\$ 606,100.00</b>                            | <b>\$ 424,270.00</b>                               | <b>\$ 606,100.00</b>                               |

**Note(s):**

- (1) The City of Maple Plain has done a special benefit analysis on recent assessment projects. That special benefit analysis provided a maximum benefit number that the City used in adjusting final assessments on the project.
- (2) This property is located in the City of Independence. An agreement will need to be approved by both communities to assess this property.

**Appendix B**

**Appendix B (Reduction for walk/lights)**

**Budd Avenue - Street and Utility Improvements**

**Preliminary Assessments - Option 1 - Combination of REU for utilities and Adjusted Front Footage for street/storm**

*Given:*

|   |    |                     |  |
|---|----|---------------------|--|
| Sanitary Sewer Costs                        | \$ | 162,600.00          |  |
| Residential Equivalent Units - (REU) - San. |    | 28                  | (REU's from table below but not including 1665, 1810, and 1826)  |
| Cost per REU                                | \$ | 5,807.14            |  |
| Cost per REU if 35% Assessed                | \$ | 2,032.50            |  |
| Cost per REU if 50% Assessed                | \$ | 2,903.57            |  |
|   |    |                     |  |
| Water Main Costs                            | \$ | 178,100.00          |  |
| (REU) - Water                               |    | 30                  | (REU's from table below but not including 1665 and 1810)   |
| Cost per REU                                | \$ | 5,936.67            |  |
| Cost per REU if 35% Assessed                | \$ | 2,077.83            |  |
| Cost per REU if 50% Assessed                | \$ | 2,968.33            |  |
|   |    |                     |  |
| Street and Storm Sewer Costs                | \$ | 871,500.00          |  |
| Minus Street Light Cost                     | \$ | 79,200.00           |  |
| Subtotal                                    | \$ | 792,300.00          |  |
| Minus concrete walk                         | \$ | 57,300.00           |  |
| To Assess Street and Storm Sewer Costs      | \$ | 735,000.00          |  |
| Adjusted Frontage                           |    | 2087                | (Adjusted Frontage from table below but not including 1810, 1839, and 1875 )   |
| Cost per foot                               | \$ | 352.18              |  |
| Cost per foot if 35% Assessed               | \$ | 123.26              |  |
| Cost per foot if 50% Assessed               | \$ | 176.09              |  |
|   |    |                     |  |
|   |    | <u>35% Assessed</u> | <u>50% Assessed</u>  |
| Total Project Costs                         | \$ | 1,212,200.00        | \$ 1,212,200.00  |
| Minus Assessments                           | \$ | 376,495.00          | \$ 537,850.00  |
| City Costs                                  | \$ | 835,705.00          | \$ 674,350.00 (Does not include City Costs Associated with City owned parcels on table below or adjustment in assessments based on special benefit analysis) |

| Property Owner                    | Property Address       | Parcel No.        | Residential Equivalent Units (Utility) | Frontage    | Adjusted Frontage | Area   | Market Value | Sanitary Sewer Assessment (35%) | Sanitary Sewer Assessment (50%) | Water Assessment (35%) | Water Assessment (50%) | Street & Storm Sewer Assessment (35%) | Street & Storm Sewer Assessment (50%) | Total Assessment (35%) - Note 1 | Total Assessment (50%) - Note 1 |
|-----------------------------------|------------------------|-------------------|--|-------------|-------------------|--------|--------------|---------------------------------|---------------------------------|------------------------|------------------------|---------------------------------------|---------------------------------------|---------------------------------|---------------------------------|
| City of Maple Plain               | 1664 Budd Avenue North | 24-118-24-43-0005 | 1                                      | 66          | 66                | 10890  | \$ -         | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 8,135.36                           | \$ 11,621.95                          | \$ 12,245.70                    | \$ 17,493.85                    |
| City of Maple Plain               | Address Unassigned     | 24-118-24-43-0004 | 10                                     | 765         | 765               | 507524 | \$ -         | \$ 20,325.00                    | \$ 29,035.71                    | \$ 20,778.33           | \$ 29,683.33           | \$ 94,296.24                          | \$ 134,708.91                         | \$ 135,399.57                   | \$ 193,427.96                   |
| David B & Carla M Liesch          | 1810 Budd Avenue       | 24-118-24-43-0001 | 0                                      | 66          | 0                 | 84968  | \$ 10,000    | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ -                                  | \$ -                                  | \$ -                            | \$ -                            |
| David B & Carla M Liesch (Note 2) | 1826 Budd Avenue       | 24-118-24-42-0007 | 2                                      | 210         | 210               | 425539 | \$ 364,000   | \$ -                            | \$ -                            | \$ 4,155.67            | \$ 5,936.67            | \$ 25,885.24                          | \$ 36,978.92                          | \$ 30,040.91                    | \$ 42,915.58                    |
| Marilyn I Vialle                  | 1665 Budd Avenue       | 24-118-24-34-0013 | 0                                      | 75          | 75                | 9000   | \$ 159,000   | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ 9,244.73                           | \$ 13,206.76                          | \$ 9,244.73                     | \$ 13,206.76                    |
| Pete Martinez                     | 1675 Budd Avenue       | 24-118-24-34-0012 | 1                                      | 30          | 30                | 3600   | \$ 80,000    | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 3,697.89                           | \$ 5,282.70                           | \$ 7,808.23                     | \$ 11,154.61                    |
| Donald & Marcy Fahrman            | 1679 Budd Avenue       | 24-118-24-34-0011 | 1                                      | 60          | 60                | 7199   | \$ 127,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 7,395.78                           | \$ 10,565.40                          | \$ 11,506.12                    | \$ 16,437.31                    |
| Wayne W Marshall                  | 1689 Budd Avenue       | 24-118-24-34-0009 | 1                                      | 102         | 102               | 17136  | \$ 117,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 12,572.83                          | \$ 17,961.19                          | \$ 16,683.17                    | \$ 23,833.09                    |
| Ted & Patricia Westerdahl         | 1709 Budd Avenue       | 24-118-24-34-0008 | 1                                      | 68          | 68                | 7952   | \$ 137,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 8,381.89                           | \$ 11,974.13                          | \$ 12,492.22                    | \$ 17,846.03                    |
| Barbara L Ingersoll               | 1715 Budd Avenue       | 24-118-24-34-0007 | 1                                      | 33          | 33                | 3960   | \$ 97,000    | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 4,067.68                           | \$ 5,810.97                           | \$ 8,178.01                     | \$ 11,682.88                    |
| Adlon Land Acquisition I LLC      | Address Unassigned     | 24-118-24-34-0080 | 3                                      | 264         | 264               | 143261 | \$ 401,000   | \$ 6,097.50                     | \$ 8,710.71                     | \$ 6,233.50            | \$ 8,905.00            | \$ 32,541.45                          | \$ 46,487.78                          | \$ 44,872.45                    | \$ 64,103.50                    |
| Debra K. Olsen                    | 1765 Budd Avenue       | 24-118-24-34-0003 | 1                                      | 65          | 65                | 16900  | \$ 140,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 8,012.10                           | \$ 11,445.86                          | \$ 12,122.43                    | \$ 17,317.76                    |
| Caitlin Cahill                    | 1775 Budd Avenue       | 24-118-24-34-0002 | 1                                      | 75          | 75                | 14625  | \$ 112,000   | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 9,244.73                           | \$ 13,206.76                          | \$ 13,355.06                    | \$ 19,078.66                    |
| Maple Plain Community Church      | 5220 Manchester Drive  | 24-118-24-34-0065 | 1                                      | 74          | 74                | 15023  | \$ -         | \$ 2,032.50                     | \$ 2,903.57                     | \$ 2,077.83            | \$ 2,968.33            | \$ 9,121.47                           | \$ 13,030.67                          | \$ 13,231.80                    | \$ 18,902.57                    |
| Maple Plain Community Church      | 1815 Budd Avenue       | 24-118-24-31-0006 | 2                                      | 200         | 200               | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 24,652.61                          | \$ 35,218.02                          | \$ 32,873.28                    | \$ 46,961.83                    |
| Maple Plain Community Church      | 1839 Budd Avenue       | 24-118-24-31-0005 | 2                                      | 210         | 0                 | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67                     | \$ 11,743.81                    |
| H & J Apartments, LLC             | 1875 Budd Avenue       | 24-118-24-31-0004 | 2                                      | 170         | 0                 | 77732  | \$ 1,088,000 | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67                     | \$ 11,743.81                    |
| <b>Totals</b>                     |                        |                   | <b>30</b>                              | <b>2533</b> | <b>2087</b>       |        |              |                                 |                                 |                        |                        |                                       |                                       | <b>\$ 376,495.00</b>            | <b>\$ 537,850.00</b>            |

**Note(s):** (1) The City of Maple Plain has done a special benefit analysis on recent assessment projects. That special benefit analysis provided a maximum benefit number that the City used in adjusting final assessments on the project.  
(2) This property is located in the City of Independence. An agreement will need to be approved by both communities to assess this property.

## Appendix B

### Budd Avenue - Street and Utility Improvements Preliminary Assessments - Option 2 - Parcel (No REU) for utilities and Adjusted Front Footage for Street/Storm

Given:

|  |    |                     |  |
|--|----|---------------------|--|
| Sanitary Sewer Costs                   | \$ | 162,600.00          |  |
| Parcels with Sanitary                  |    | 14                  | (Parcels but not including 1665, 1810, and 1826)   |
| Cost per Parcel                        | \$ | 11,614.29           |  |
| Cost per Parcel if 35% Assessed        | \$ | 4,065.00            |  |
| Cost per REU if 50% Assessed           | \$ | 5,807.14            |  |
|  |    |                     |  |
| Water Main Costs                       | \$ | 178,100.00          |  |
| Parcels with Water                     |    | 15                  | (Parcels with sewer/water but not including 1665 and 1810)   |
| Cost per Parcel                        | \$ | 11,873.33           |  |
| Cost per Parcel if 35% Assessed        | \$ | 4,155.67            |  |
| Cost per REU if 50% Assessed           | \$ | 5,936.67            |  |
|  |    |                     |  |
| Street and Storm Sewer Costs           | \$ | 871,500.00          |  |
| Minus Street Light Cost                | \$ | 79,200.00           |  |
| Subtotal                               | \$ | 792,300.00          |  |
| Minus concrete walk                    | \$ | 57,300.00           |  |
| To Assess Street and Storm Sewer Costs | \$ | 735,000.00          |  |
| Adjusted Frontage                      |    | 2087                | (Adjusted Frontage from table below but not including 1810, 1839, and 1875 )   |
| Cost per foot                          | \$ | 352.18              |  |
| Cost per foot if 35% Assessed          | \$ | 123.26              |  |
| Cost per foot if 50% Assessed          | \$ | 176.09              |  |
|  |    |                     |  |
|  |    | <u>35% Assessed</u> | <u>50% Assessed</u>  |
| Total Project Costs                    | \$ | 1,212,200.00        | \$ 1,212,200.00  |
| Minus Assessments                      | \$ | 376,495.00          | \$ 537,850.00  |
| City Costs                             | \$ | 835,705.00          | \$ 674,350.00 (Does not include City Costs Associated with City owned parcels on table below or adjustment in assessments based on special benefit analysis) |

| Property Owner               | Property Address    | Parcel No.        | Parcels (Utility) | Frontage    | Adjusted Frontage | Area   | Market Value | Sanitary Sewer Assessment (35%) | Sanitary Sewer Assessment (50%) | Water Assessment (35%) | Water Assessment (50%) | Street & Storm Sewer Assessment (35%) | Street & Storm Sewer Assessment (50%) | Total Assessment (35%) | Total Assessment (50%) |
|------------------------------|---------------------|-------------------|-------------------|-------------|-------------------|--------|--------------|---------------------------------|---------------------------------|------------------------|------------------------|---------------------------------------|---------------------------------------|------------------------|------------------------|
| City of Maple Plain          | 1664 Budd Avenue N. | 24-118-24-43-0005 | 1                 | 66          | 66                | 10890  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 8,135.36                           | \$ 11,621.95                          | \$ 16,356.03           | \$ 23,365.75           |
| City of Maple Plain          | Address Unassigned  | 24-118-24-43-0004 | 1                 | 765         | 765               | 507524 | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 94,296.24                          | \$ 134,708.91                         | \$ 102,516.91          | \$ 146,452.72          |
| David B & Carla M Liesch     | 1810 Budd Avenue    | 24-118-24-43-0001 | 0                 | 66          | 0                 | 84968  | \$ 10,000    | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ -                                  | \$ -                                  | \$ -                   | \$ -                   |
| David B & Carla M Liesch     | 1826 Budd Avenue    | 24-118-24-42-0007 | 1                 | 210         | 210               | 425539 | \$ 364,000   | \$ -                            | \$ -                            | \$ 4,155.67            | \$ 5,936.67            | \$ 25,885.24                          | \$ 36,978.92                          | \$ 30,040.91           | \$ 42,915.58           |
| Marilyn I Vialle             | 1665 Budd Avenue    | 24-118-24-34-0013 | 0                 | 75          | 75                | 9000   | \$ 159,000   | \$ -                            | \$ -                            | \$ -                   | \$ -                   | \$ 9,244.73                           | \$ 13,206.76                          | \$ 9,244.73            | \$ 13,206.76           |
| Pete Martinez                | 1675 Budd Avenue    | 24-118-24-34-0012 | 1                 | 30          | 30                | 3600   | \$ 80,000    | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 3,697.89                           | \$ 5,282.70                           | \$ 11,918.56           | \$ 17,026.51           |
| Donald & Marcy Fahrman       | 1679 Budd Avenue    | 24-118-24-34-0011 | 1                 | 60          | 60                | 7199   | \$ 127,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 7,395.78                           | \$ 10,565.40                          | \$ 15,616.45           | \$ 22,309.21           |
| Wayne W Marshall             | 1689 Budd Avenue    | 24-118-24-34-0009 | 1                 | 102         | 102               | 17136  | \$ 117,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 12,572.83                          | \$ 17,961.19                          | \$ 20,793.50           | \$ 29,705.00           |
| Ted & Patricia Westerdahl    | 1709 Budd Avenue    | 24-118-24-34-0008 | 1                 | 68          | 68                | 7952   | \$ 137,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 8,381.89                           | \$ 11,974.13                          | \$ 16,602.55           | \$ 23,717.94           |
| Barbara L Ingersoll          | 1715 Budd Avenue    | 24-118-24-34-0007 | 1                 | 33          | 33                | 3960   | \$ 97,000    | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 4,067.68                           | \$ 5,810.97                           | \$ 12,288.35           | \$ 17,554.78           |
| Adlon Land Acquisition I LLC | Address Unassigned  | 24-118-24-34-0080 | 1                 | 264         | 264               | 143261 | \$ 401,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 32,541.45                          | \$ 46,487.78                          | \$ 40,762.11           | \$ 58,231.59           |
| Debra K. Olsen               | 1765 Budd Avenue    | 24-118-24-34-0003 | 1                 | 65          | 65                | 16900  | \$ 140,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 8,012.10                           | \$ 11,445.86                          | \$ 16,232.77           | \$ 23,189.66           |
| Caitlin Cahill               | 1775 Budd Avenue    | 24-118-24-34-0002 | 1                 | 75          | 75                | 14625  | \$ 112,000   | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 9,244.73                           | \$ 13,206.76                          | \$ 17,465.40           | \$ 24,950.57           |
| Maple Plain Community Church | 5220 Manchester Dr. | 24-118-24-34-0065 | 1                 | 74          | 74                | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 9,121.47                           | \$ 13,030.67                          | \$ 17,342.13           | \$ 24,774.48           |
| Maple Plain Community Church | 1815 Budd Avenue    | 24-118-24-31-0006 | 1                 | 200         | 200               | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ 24,652.61                          | \$ 35,218.02                          | \$ 32,873.28           | \$ 46,961.83           |
| Maple Plain Community Church | 1839 Budd Avenue    | 24-118-24-31-0005 | 1                 | 210         | 0                 | 15023  | \$ -         | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67            | \$ 11,743.81           |
| H & J Apartments, LLC        | 1875 Budd Avenue    | 24-118-24-31-0004 | 1                 | 170         | 0                 | 77732  | \$ 1,088,000 | \$ 4,065.00                     | \$ 5,807.14                     | \$ 4,155.67            | \$ 5,936.67            | \$ -                                  | \$ -                                  | \$ 8,220.67            | \$ 11,743.81           |
| <b>Totals</b>                |                     |                   | <b>15</b>         | <b>2533</b> | <b>2087</b>       |        |              |                                 |                                 |                        |                        |                                       |                                       | <b>\$ 376,495.00</b>   | <b>\$ 537,850.00</b>   |

**Note(s):** (1) The City of Maple Plain has done a special benefit analysis on recent assessment projects. That special benefit analysis provided a maximum benefit number that the City used in adjusting final assessments on the project.  
(2) This property is located in the City of Independence. An agreement will need to be approved by both communities to assess this property.

## Appendix B

### Summary of Options

| Property Owner               | Property Address    | Parcel No.        | Residential Equivalent Units (Utility) | Frontage    | Adjusted Frontage | Area   | Market Value | Option 1 - REU and Adj. Frontage (35%) - Note 1 | Option 1 - REU and Adj. Frontage (50%) - Note 1 | Option 2 - Parcel and Adj. Frontage (35%) - Note 1 | Option 2 - Parcel and Adj. Frontage (50%) - Note 1 |
|------------------------------|---------------------|-------------------|--|-------------|-------------------|--------|--------------|---|---|--|--|
| City of Maple Plain          | 1664 Budd Avenue N. | 24-118-24-43-0005 | 1                                      | 66          | 66                | 10890  | \$ -         | \$ 12,245.70                                    | \$ 17,493.85                                    | \$ 16,356.03                                       | \$ 23,365.75                                       |
| City of Maple Plain          | Address Unassigned  | 24-118-24-43-0004 | 10                                     | 765         | 765               | 507524 | \$ -         | \$ 135,399.57                                   | \$ 193,427.96                                   | \$ 102,516.91                                      | \$ 146,452.72                                      |
| David B & Carla M Liesch     | 1810 Budd Avenue    | 24-118-24-43-0001 | 0                                      | 66          | 0                 | 84968  | \$ 10,000    | \$ -  | \$ -  | \$ -   | \$ -   |
| David B & Carla M Liesch     | 1826 Budd Avenue    | 24-118-24-42-0007 | 2                                      | 210         | 210               | 425539 | \$ 364,000   | \$ 30,040.91                                    | \$ 42,915.58                                    | \$ 30,040.91                                       | \$ 42,915.58                                       |
| Marilyn I Vialle             | 1665 Budd Avenue    | 24-118-24-34-0013 | 0                                      | 75          | 75                | 9000   | \$ 159,000   | \$ 9,244.73                                     | \$ 13,206.76                                    | \$ 9,244.73  | \$ 13,206.76                                       |
| Pete Martinez                | 1675 Budd Avenue    | 24-118-24-34-0012 | 1                                      | 30          | 30                | 3600   | \$ 80,000    | \$ 7,808.23                                     | \$ 11,154.61                                    | \$ 11,918.56                                       | \$ 17,026.51                                       |
| Donald & Marcy Fahrman       | 1679 Budd Avenue    | 24-118-24-34-0011 | 1                                      | 60          | 60                | 7199   | \$ 127,000   | \$ 11,506.12                                    | \$ 16,437.31                                    | \$ 15,616.45                                       | \$ 22,309.21                                       |
| Wayne W Marshall             | 1689 Budd Avenue    | 24-118-24-34-0009 | 1                                      | 102         | 102               | 17136  | \$ 117,000   | \$ 16,683.17                                    | \$ 23,833.09                                    | \$ 20,793.50                                       | \$ 29,705.00                                       |
| Ted & Patricia Westerdahl    | 1709 Budd Avenue    | 24-118-24-34-0008 | 1                                      | 68          | 68                | 7952   | \$ 137,000   | \$ 12,492.22                                    | \$ 17,846.03                                    | \$ 16,602.55                                       | \$ 23,717.94                                       |
| Barbara L Ingersoll          | 1715 Budd Avenue    | 24-118-24-34-0007 | 1                                      | 33          | 33                | 3960   | \$ 97,000    | \$ 8,178.01                                     | \$ 11,682.88                                    | \$ 12,288.35                                       | \$ 17,554.78                                       |
| Adlon Land Acquisition I LLC | Address Unassigned  | 24-118-24-34-0080 | 3                                      | 264         | 264               | 143261 | \$ 401,000   | \$ 44,872.45                                    | \$ 64,103.50                                    | \$ 40,762.11                                       | \$ 58,231.59                                       |
| Debra K. Olsen               | 1765 Budd Avenue    | 24-118-24-34-0003 | 1                                      | 65          | 65                | 16900  | \$ 140,000   | \$ 12,122.43                                    | \$ 17,317.76                                    | \$ 16,232.77                                       | \$ 23,189.66                                       |
| Caitlin Cahill               | 1775 Budd Avenue    | 24-118-24-34-0002 | 1                                      | 75          | 75                | 14625  | \$ 112,000   | \$ 13,355.06                                    | \$ 19,078.66                                    | \$ 17,465.40                                       | \$ 24,950.57                                       |
| Maple Plain Community Church | 5220 Manchester Dr. | 24-118-24-34-0065 | 1                                      | 74          | 74                | 15023  | \$ -         | \$ 13,231.80                                    | \$ 18,902.57                                    | \$ 17,342.13                                       | \$ 24,774.48                                       |
| Maple Plain Community Church | 1815 Budd Avenue    | 24-118-24-31-0006 | 2                                      | 200         | 200               | 15023  | \$ -         | \$ 32,873.28                                    | \$ 46,961.83                                    | \$ 32,873.28                                       | \$ 46,961.83                                       |
| Maple Plain Community Church | 1839 Budd Avenue    | 24-118-24-31-0005 | 2                                      | 210         | 0                 | 15023  | \$ -         | \$ 8,220.67                                     | \$ 11,743.81                                    | \$ 8,220.67  | \$ 11,743.81                                       |
| H & J Apartments, LLC        | 1875 Budd Avenue    | 24-118-24-31-0004 | 2                                      | 170         | 0                 | 77732  | \$ 1,088,000 | \$ 8,220.67                                     | \$ 11,743.81                                    | \$ 8,220.67  | \$ 11,743.81                                       |
| <b>Totals</b>                |                     |                   | <b>30</b>                              | <b>2533</b> | <b>2087</b>       |        |              | <b>\$ 376,495.00</b>                            | <b>\$ 537,850.00</b>                            | <b>\$ 376,495.00</b>                               | <b>\$ 537,850.00</b>                               |

**Note(s):**

- (1) The City of Maple Plain has done a special benefit analysis on recent assessment projects. That special benefit analysis provided a maximum benefit number that the City used in adjusting final assessments on the project.
- (2) This property is located in the City of Independence. An agreement will need to be approved by both communities to assess this property.

**Notice of Hearing on Improvement  
Budd Avenue - Street and Utility Improvements**

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City Council of Maple Plain will meet in the council chambers of the city hall, 5050 Independence Street, at 7:30 p.m. on January 25, 2016, to consider the making of an improvement on Budd Avenue from Independence Street to north of Manchester Drive pursuant to Minn. Stat. §§ 429.011 to 429.111.

The area proposed to be assessed for such improvement is the property abutting or adjacent to such streets. The estimated cost of the improvement is \$1,212,200. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons desiring to be heard with reference to the proposed improvement will be heard at this meeting.

Tessia Melvin  
City Administrator

Published in the Pioneer on January 9 and January 16, 2016.

**Resolution No. 16-0125-03**  
**Ordering Improvement and Preparation of Plans for Budd Avenue – Street and Utility Improvements**

WHEREAS, pursuant to resolution of the council adopted October 12, 2015, a report was prepared by the City Engineer with reference to proposed Budd Avenue - Street and Utility Improvements, the improvement of Budd Avenue between Independence Street to north of Manchester Drive by utility and street improvements, and this report was reviewed by the council on December 14, 2015 and received by the council on January 25, 2016, and

WHEREAS, the Council approved a motion on December 14, 2015 setting a Public Hearing for the improvement.

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 25<sup>th</sup> day of January, 2016, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLE PLAIN, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted 9<sup>th</sup> day of December, 2013.
3. Such improvement has no relationship to the comprehensive municipal plan.
4. The city engineer shall prepare plans and specifications for the making of such improvement.
4. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds.

Adopted by the council this 25<sup>th</sup> day of January, 2016.

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Mayor

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City Administrator