

**AGENDA
MAPLE PLAIN CITY COUNCIL – REGULAR MEETING
MAPLE PLAIN CITY HALL
APRIL 28, 2014
7:00 PM**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ADOPT AGENDA**
4. **PROCLAMATION**
 - A. **Poppy Day Proclamation**
5. **CONSENT AGENDA**
 - A. **Approve April 14 City Council meeting minutes**
 - B. **Approve April 14 City Council workshop meeting minutes**
 - C. **Accounts Payable**
6. **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.
7. **PUBLIC HEARINGS**
8. **ADMINISTRATIVE REPORTS**
 - A. **West Hennepin Public Safety Monthly Report**
 - B. **City Engineer Monthly Report**
 - C. **City Planner Monthly Report**
9. **OLD BUSINESS**
10. **NEW BUSINESS**
 - A. **Preliminary and Final Plat Approval Request for 5540 Pioneer Creek Drive Parking Lot Expansion: Resolution 14-0428-03**
 - B. **Approval of Dugout Fencing and Concrete at Don Timpe Field**
 - C. **Approval of Resolution Providing the Sale of General Obligation Improvement Bonds, Series 2014A: 14-0428-01**
 - D. **Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority: 14-0428-02**
11. **LEGISLATIVE/INTERGOVERNMENTAL AFFAIRS**
12. **COUNCIL REPORTS & OTHER BUSINESS**

13. ADJOURNMENT

**Maple Plain City Council Meeting
Meeting Minutes
April 14, 2014
Maple Plain City Hall**

1. CALL TO ORDER

Acting Mayor Young called the meeting to order at 7 p.m.

Present: Councilmembers Justin McCoy, Jerry Young, Dave Eisinger and Mike DeLuca. Also present were City Administrator Tessia Melvin and City Attorney, Jeff Carson. City Engineer, Dan Boyum arrived at 7:05 p.m.

Mayor Hackbarth was not in attendance.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

Councilmember McCoy moved to adopt the agenda with the following items added:

- **Proclamation with the City of Independence naming April 16 Ray McCoy Day at the Discovery Center.**

seconded by Councilmember Eisinger. Motion passed 4-0.

4. PROCLAMATION

There were no proclamations.

5. CONSENT AGENDA

Items approved under the Consent Agenda:

- a) Approve March City 24 Council workshop meeting minutes
- b) Approve March 24 City Council meeting minutes
- c) Accounts Payable
- d) Contract for Services Between Medina and Maple Plain for Open to Business Program
- e) Approval of the Proclamation with the City of Independence naming April 16 Ray McCoy Day at the Discovery Center

**Councilmember McCoy moved to approve the Consent Agenda;
Councilmember Eisinger seconded. Motion passed 4-0.**

6. VISITORS TO BE HEARD

Matt Lanars, son of Bonnie and Joe Lanars (5835 Main Street West) had several questions regarding the Main Street West and Rainbow Avenue project:

1. Can the City replace a pin in the Ravine that has washed away on the 5835 Main Street West property?
2. Will the contractor provide new sod or seed to replace any lawn interrupted in the grading or other construction work?
3. Will the contractor work with property owners on the slope of the driveway and the cut of the curbing?
4. If the contractor is grading and sloping some property, can they store the fill at a location that residents can come and pick up at a later date to fill in holes or settlements?

City Engineer, Boyum, responded to the questions. The City can replace in the washed out pin and the contractor will use seed to replace or repair any lawn damaged during construction. In addition, the contractor will work with property owners on the slope of the curb to ensure that driveways do not cause cars to bottom out. Finally, the Engineer remarked that they can work with the contractor to store the fill for residents to use at the compost site.

7. PUBLIC HEARINGS

There were no public hearings held.

8. ADMINISTRATIVE REPORTS

There were no Administrative Reports.

9. OLD BUSINESS

There was no Old Business.

10. NEW BUSINESS

A. Approval and Authorization of Bids for Main Street West and Rainbow Avenue Utility and Sewer Improvements: Resolution 14-0411-01.

Melvin stated that the Council directed the City Engineer to include the rebid of Halgren Road Watermain – Phase 2 Improvements with this project. In addition, the Council directed the City Engineer to include paving of the Rainbow Park Parking Lot as an alternate bid with this project.

Melvin stated that four bids were received on the project, and the low bidder is LaTour Construction, Inc. of Maple Lake with a total base bid of \$2,780,243.61

and an alternate no. 1 (Pave Rainbow Park Parking Lot) in the amount of \$32,233.00. The City has a history of working with this contractor, as they recently did work on Oak and Boundary.

Councilmember McCoy noted that the low bid was around \$474,000 less than the engineer's estimate of \$3,254,000 and around \$123,000 less than the next lowest bidder.

Due to the good pricing on paving the Rainbow Park Parking Lot, staff recommends the Council proceed with awarding the project to LaTour Construction, Inc. for the Adjusted Total Base Bid Amount of \$2,812,476.61 which includes Alternate No. 1, the paving of Rainbow Park Parking Lot.

Councilmember McCoy moved to approve and authorize Bids for Main Street West and Rainbow Avenue Utility and Sewer Improvements. Resolution 14-0411-01; Councilmember Eisinger seconded. Motion passed 4-0.

B. Approval of Budd Avenue Sanitary Sewer Improvements Resolution: 14-0411-02

City Engineer Boyum reported that the City has a sag in the existing sanitary pipe under TH 12. Due to the sag and grease buildup in the line, the City cleans and jets the Budd sanitary sewer pipe from Independence to Main Street on a yearly basis. The City had looked at replacing this sewer line back in 2012 when MNDOT was doing their overlay improvements on TH 12. The City went out for bid, but did not receive any bids.

The plans were updated and bids were received on April 8, 2014. Three contractors submitted bids, and the low bidder was G.F. Jedlicki, Inc. of Eden Prairie in the amount of \$267,302. This is around \$17,000 (6.9%) higher than our updated engineer's estimate of \$250,000, but almost \$30,000 less than the next lowest bidder. This project is scheduled to be complete by mid-July. The City bonded for this project in 2013.

Councilmember Eisinger moved to approve Budd Avenue Sanitary Sewer Improvements Resolution: 14-0411-02; Councilmember DeLuca seconded. Motion passed 4-0.

11. LEGISLATIVE /INTERGOVERNMENTAL AFFAIRS

There were no legislative / intergovernmental affairs to report on.

12. COUNCIL REPORTS & OTHER BUSINESS

Melvin reported that the water meter project continues and residents are encouraged to call to make their appointments.

13. CLOSED SESSION

There was not a closed session.

14. ADJOURNMENT

Councilmember Eisinger moved to adjourn at 7:35 p.m.; Councilmember McCoy seconded. Motion passed 4-0.

Prepared by Tessia Melvin,

City Administrator

**Maple Plain City Council Workshop
Meeting Minutes
April 14, 2014
Maple Plain City Hall**

1. CALL TO ORDER

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

Present: Councilmembers Justin McCoy, Jerry Young, Dave Eisinger and Mike DeLuca. Also present were City Administrator, Tessia Melvin, and City Attorney, Jeff Carson.

Mayor Hackbarth was not in attendance.

2. ADOPT THE AGENDA

Councilmember DeLuca moved to Adopt the Agenda with the addition of adding a closed session to discuss potential litigation issues; Councilmember McCoy seconded. Motion passed 4-0.

3. NON-RESIDENTIAL WATER RATES

City Administrator Melvin presented a brief background on the Non-Residential Water Rates for the City of Medina. The rates were created in 2010, but the development was not completed until 2013. Medina residents are charged the City's water rates and an additional 25% charge. In addition the City of Medina charges an additional 10% fee to their residents that are on the City of Maple Plain's water. At the March 24 workshop there was some discussion on reducing the 25% charge.

Councilmembers agreed that the non-residential rates pay for City infrastructure and hopefully encourages Medina residents to conserve water. The Council concluded that they would maintain their current charges.

4. DISCUSSION OF CITY CODE 30.35

Melvin provided the City Council a brief update on this topic. At the January 27 workshop the Council proposed the following changes to be included in the City Code 30.35

Official meetings shall include and are limited to:

- City Council Meetings and Workshops
- City Commission Meetings

- City Appointed Meetings (This excludes doing work outside of the Commission meeting, which is volunteer based by the individual)
- Trainings that are approved through the League of Minnesota Cities, Met Council and Metro Cities.

Official meetings shall not include:

- Meeting with staff
- Meeting with consultants
- Community events (tree lighting, Maple Plain Days and Ribbon Cuttings)

There was much discussion on this topic. The Council directed City Attorney Carson to research the following:

- Can the Council reduce current set salaries before an election?
- Should Councilmembers be paid for Council meetings?
- Can the Council salary be based on attendance and participate?

5. STRATEGIC PLANNING MEETING

Melvin asked the Council to select a date to hold their Strategic Planning Meeting, as it has been rescheduled twice. The Council agreed on Monday, May 12, at 5:30 p.m. The EDA meeting will be cancelled.

6. PICKLEBALL COURTS

Melvin presented the Council with information from the Parks Commission. They are considering hiring a contractor to paint pickleball lines on the tennis court. This does not change the tennis court. The intent is to increase the use of the court. Melvin provided the Council a brief description of what pickleball is. It is a racket sport in which two or four players use solid paddles. The sport shares features of racket sports and have the dimensions of a Badminton court.

The Council provided direction to staff to go ahead with the pickleball lines on the tennis courts.

CLOSED SESSION

City Attorney, Jeff Carson, stated that the Council would be in closed session to review potential litigation. The meeting went into Closed Session at 6:25 p.m. The City Council resumed Open Session at 6:40 p.m.

7. ADJOURNMENT

Councilmember McCoy moved to Adjourn; Councilmember Young seconded. Motion passed 4-0. Meeting adjourned at 6:50 p.m.

Prepared by

Tessia, City Administrator

CITY OF MAPLE PLAIN
Payments

04/24/14 2:14 PM

Page 1

Current Period: April 2014

Batch Name	04/28/14City Payments	User Dollar Amt	\$0.00		
		Computer Dollar Amt	\$9,267.28		
			\$9,267.28	Out of Balance	
Refer	18842 <i>ANDERSEN, EARL F., INC.</i>	-			
Cash Payment	E 101-43100-221 Equipment Parts	Street Signs and Brackets			\$98.17
	Invoice 0104393-IN				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$98.17
Refer	18843 <i>AVENET</i>	-			
Cash Payment	E 101-41500-309 EDP, Software and Desi	Website Services			\$175.00
	Invoice 34631				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$175.00
Refer	18844 <i>BAUERSCHMITT, STAN</i>	-			
Cash Payment	E 101-41940-310 Janitorial Services	Janitor- City Hall			\$150.00
	Invoice				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$150.00
Refer	18845 <i>COMMERCIAL ASHPALT</i>	-			
Cash Payment	E 101-43100-224 Street Maintenance Mate	Street Asphalt			\$150.00
	Invoice 140412				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$150.00
Refer	18846 <i>EXPRESS PRESS</i>	-			
Cash Payment	E 101-41500-352 General Public Informati	Newsletters- Spring 2			\$1,036.31
	Invoice 22573				
Cash Payment	E 101-41110-322 Postage	Newsletters- Spring 2			\$218.94
	Invoice 22573				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$1,255.25
Refer	18847 <i>ECM PUBLISHERS INC</i>	-			
Cash Payment	E 101-41420-351 Legal Notices Publishing	2014 Assessments Hearing			\$38.55
	Invoice 93441				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$38.55
Refer	18848 <i>FRONTIER</i>	-			
Cash Payment	E 601-49400-321 Telephone	WTP Alarm Line			\$53.74
	Invoice				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$53.74
Refer	18849 <i>HENN COUNTY INFO TECHNOLOG</i>	-			
Cash Payment	E 101-43000-400 Equipment Repair & Mai	Radio Admin. Lease			\$15.90
	Invoice 100043834				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$15.90
Refer	18850 <i>HAWKINS INC.</i>	-			
Cash Payment	E 601-49400-216 Chemicals & Chemical P	Water Chemicals			\$902.88
	Invoice 3582152				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$902.88
Refer	18851 <i>HEALTHPARTNERS</i>	-			
Cash Payment	G 101-21706 Health Insurance	Health Premium- May			\$3,048.50
	Invoice 46980619				

CITY OF MAPLE PLAIN
Payments

04/24/14 2:14 PM

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Current Period: April 2014

Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$3,048.50
Refer	18852	<i>INTERSTATE POWER SYSTEM IN</i>	-		
Cash Payment	E 601-49400-311	Contract Service	Generator Maintenance		\$912.00
Invoice	R001086910				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$912.00
Refer	18853	<i>MN DEPT TRANSPORTATION</i>	-		
Cash Payment	R 101-36500	Collected for other Governme	Liesch- May		\$130.00
Invoice	164419				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$130.00
Refer	18854	<i>NORTH MEMORIAL URGENT CAR</i>	-		
Cash Payment	E 101-43000-437	Miscellaneous	Morris- Drug Test		\$120.00
Invoice					
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$120.00
Refer	18855	<i>OFFICE DEPOT</i>	-		
Cash Payment	E 101-41500-202	Duplicating & Copying S	Paper		\$82.52
Invoice					
Cash Payment	E 101-41500-201	Office Supplies	Office Supplies & File Cabinet		\$243.68
Invoice					
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$326.20
Refer	18856	<i>STANDARD INSURANCE CO</i>	-		
Cash Payment	G 101-21708	Life Insurance	Life Insurance Premium- May		\$9.92
Invoice					
Cash Payment	G 101-21710	Extra Life Insurance	Extra Life Insurance		\$6.00
Invoice					
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$15.92
Refer	18857	<i>TOSHIBA</i>	-		
Cash Payment	E 101-41500-413	Office Equipment Rental	Lease- May		\$269.62
Invoice	251130860				
Cash Payment	E 101-41500-400	Equipment Repair & Mai	Copies		\$112.92
Invoice	251130860				
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$382.54
Refer	18858	<i>VERIZON</i>	-		
Cash Payment	E 101-43000-321	Telephone	PW		\$54.70
Invoice					
Cash Payment	E 101-43000-321	Telephone	PW		\$54.70
Invoice					
Cash Payment	E 601-49400-321	Telephone	WTP		\$35.01
Invoice					
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total	\$144.41
Refer	18859	<i>XCEL ENERGY</i>	-		
Cash Payment	E 101-41940-381	Electric Utilities	City Hall		\$311.75
Invoice					
Cash Payment	E 101-41940-381	Electric Utilities	Garage- Poplar		\$13.65
Invoice					
Cash Payment	E 601-49400-381	Electric Utilities	Water Accounts		\$194.92
Invoice					

CITY OF MAPLE PLAIN Payments

Current Period: April 2014

Cash Payment Invoice	E 602-49450-381 Electric Utilities	Sewer Accounts		\$233.17
Cash Payment Invoice	E 101-41940-381 Electric Utilities	Parks		\$478.38
Cash Payment Invoice	E 101-43100-381 Electric Utilities	Traffic Lights		\$71.81
Cash Payment Invoice	E 101-43160-381 Electric Utilities	Park & Pool		\$44.54
Transaction Date	4/24/2014	Bank of Maple Plain 10100	Total	\$1,348.22

Fund Summary

	10100 Bank of Maple Plain
101 GENERAL FUND	\$6,935.56
601 WATER FUND	\$2,098.55
602 SEWER FUND	\$233.17
	\$9,267.28

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$9,267.28
Total	\$9,267.28

CITY OF MAPLE PLAIN Payments

Current Period: April 2014

Batch Name	04/24/14Cit2 Payments	User Dollar Amt	\$500.00	
		Computer Dollar Amt	\$500.00	
			\$0.00	In Balance
Refer	18860 AVENET		-	
Cash Payment	E 101-41500-309 EDP, Software and Desi	Annual Services		\$500.00
Invoice	34770			
Transaction Date	4/24/2014	Bank of Maple Plain	10100	Total \$500.00

Fund Summary

	10100 Bank of Maple Plain	
101 GENERAL FUND		\$500.00
		\$500.00

Pre-Written Checks		\$0.00
Checks to be Generated by the Computer		\$500.00
Total		\$500.00



Agenda Information Memorandum
April 28, 2014 - Maple Plain City Council

8. ADMINISTRATIVE REPORTS
A. WEST HENNEPIN PUBLIC SAFETY REPORT

ACTION TO BE CONSIDERED

To receive and accept the monthly report from West Hennepin Public Safety.

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the monthly report from West Hennepin Public Safety.



Date: April 2, 2014

To: Public Safety Commissioners
City of Independence Council Members
City of Maple Plain Council Members

From: Director Ray McCoy

SUBJECT: MARCH 2014 ACTIVITY REPORT

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

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

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

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

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

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

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

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

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

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

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

Monthly Activity Report

March 2014

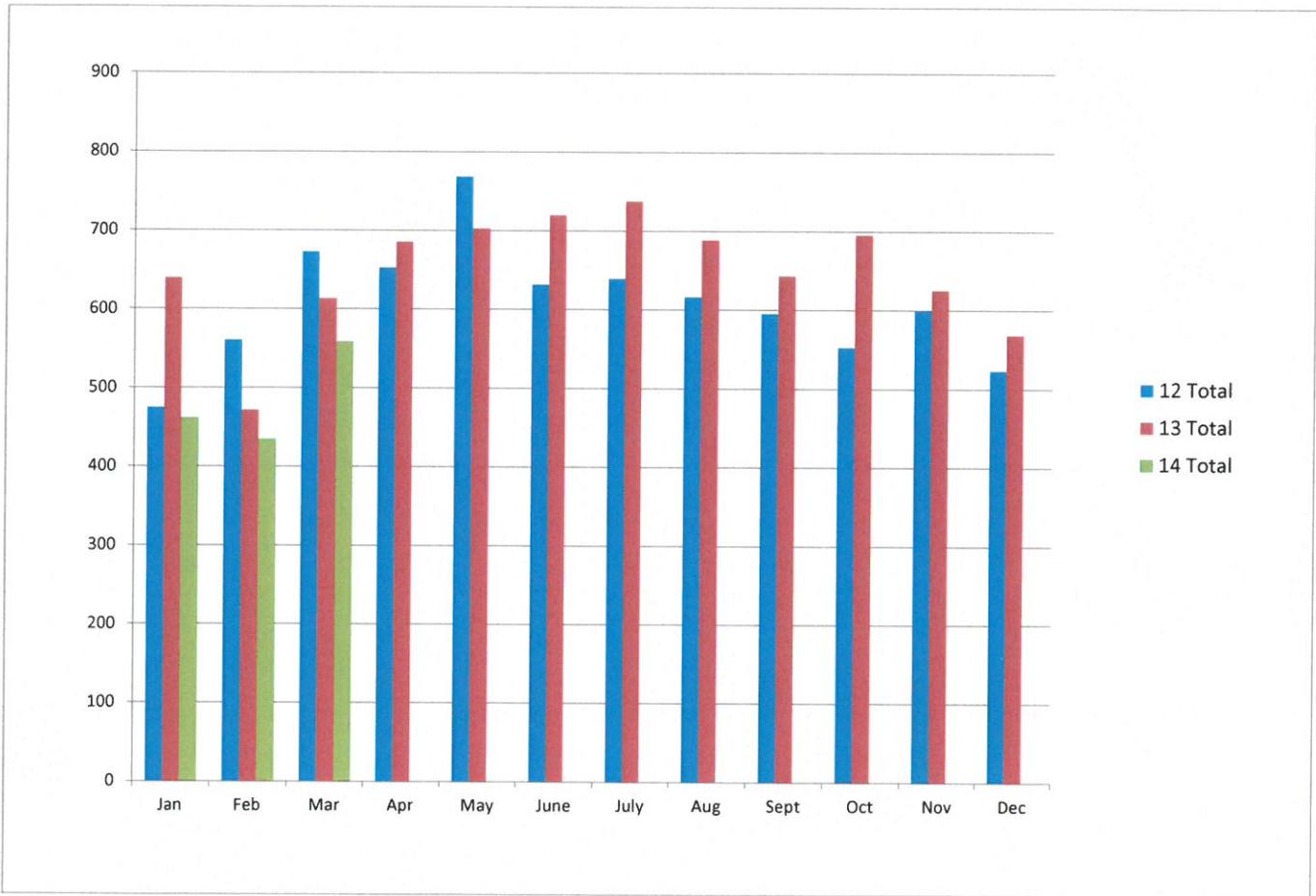
Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	4	4	14	21
Traffic	121	121	242	368
Part III	4	11	16	20
Part IV	29	32	129	107
Part V	122	138	373	359
Total City of Independence	280	306	774	875
City Of Maple Plain				
Criminal	5	11	10	19
Traffic	64	56	114	181
Part III	11	7	13	13
Part IV	17	21	52	58
Part V	154	151	429	467
Total City Of Maple Plain	251	246	618	738
Grand Total Both Cities	531	552	1,392	1,613
Other ICRS	28	62	64	113
Total ICR Reports	559	614	1,456	1,726
	10,458	9,865	30,612	28,260
How Received				
Fax	8	18	31	51
In Person	135	100	306	309
Mail	1	4	5	14
Other	5	0	9	6
Phone	59	48	139	119
Radio	136	187	484	490
Visual	215	257	482	737
Total	559	614	1,456	1,726

March 2014 Criminal Part I & II
City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	14000959	CSC	3/3/2014	3	3/3/2014	I0009
WHPS	14001074	Disturbing the Peace - Harassing Communications	3/11/2014	3	3/11/2014	N0190
WHPS	14001355	4th Degree DWI	3/27/2014	5	3/27/2014	JGW01
WHPS	14001446	Property Damage	3/31/2014	3	3/31/2014	P3120

March 2014 Criminal Part I & II
City of Maple Plain Grid #'s 1 - 2

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC range
WHPS	14001073	Stolen License Plate - Rear Plate	3/11/2014	2	3/11/2014	VN111
WHPS	14001145	4th Degree DWI	3/16/2014	1	3/16/2014	JGW01
WHPS	14001208	Theft Less-250-Misd- Self Serve Gas	3/18/2014	2	3/18/2014	TR099
WHPS	14001215	Theft -\$501 - \$1000 - Copper	3/19/2014	2	3/19/2014	TV059
WHPS	14001263	Stolen License Plates - Both	3/21/2014	2	3/21/2014	VN111





Agenda Information Memorandum
April 28, 2014 - Maple Plain City Council

8. ADMINISTRATIVE REPORTS
B. CITY ENGINEER MONTHLY REPORT

ACTION TO BE CONSIDERED

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

FACTS

- See attached.

ATTACHMENTS

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

Memo



To: Honorable Mayor and Council, Staff From: Dan Boyum, City Engineer

File: 193801804 Date: April 24, 2014

Reference: Monthly Engineering Report

The purpose of this update is to provide you with information on various projects and engineering activities from mid-March to date.

City Projects**TH 12 Hawk Crossing**

- Reviewed items to complete with MNDOT Inspector and Contractor following winter snow melt.

Budd Avenue Sanitary Sewer Improvements

- Rebid project and opened bids on April 8, 2014.
- Prepared bid tabulation, agenda item, and Council approved proceeding with the project at their April 14, 2014 meeting.
- Prepared contracts and forwarded them to the contractor for processing.
- Reviewed shop drawing information from the contractor.

Main Street West and Rainbow Avenue – Utility and Street Improvements

- Forwarded information in response to watershed comments.
- Prepared bid tabulation, agenda item, and resolutions. Council approved proceeding with the base bid and alternate at their April 14, 2014 meeting.
- Prepared contracts.
- Discussions with contractor on shop drawing review and schedule.
- Attended several easement meetings and discussions with Property Owners, City Staff, and City Attorney.
- Discussions and prepared information to Ehlers for bonding.
- Responded to various property owners questions.

Main Street Sidewalk Improvements

- Some spalling areas in the concrete have appeared after snow melt. The Contractor feels this is from salt use in the winter. The contractor is reviewing and will be forwarding his proposed method for correction. We will review and provide recommendations once this is received.

Design with community in mind

April 24, 2014
Honorable Mayor and Council, Staff
Page 2 of 2

Reference: Monthly Engineering Report

Rose Creek Builders, K-Bid Subdivision, ProtoLabs

- Reviewed request for information from Rose Creek Builders
- Provided comments on revised plans/plat for K-Bid Subdivision
- Reviewed ProtoLabs parking lot expansion and prepared memo.

Miscellaneous

1. Prepared monthly engineering report.
2. Worked with Public Works on chemical feed and plugging at WTP.
3. Forwarded information on costs and maintenance to Staff for Trail Grant application.
4. Prepared memo on mainline sanitary sewer metering.
5. Prepared draft public notice for MS4 Annual Meeting.



Agenda Information Memorandum
April 28, 2014 - Maple Plain City Council

**8. ADMINISTRATIVE REPORTS
C. CITY PLANNER MONTHLY REPORT**

ACTION TO BE CONSIDERED

To receive and accept the monthly report from the City Planner, Mark Kaltsas.

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ is the monthly report from City Planner, Mark Kaltsas.

City of Maple Plain

Memorandum

To: City Council
From: Mark Kaltsas, City Planner
CC: Tessia Melvin, City Administrator
Date: April 25, 2014
Re: Planning Update

Planning Commission Meeting

April, 2014: Planning Commissioners recommended approval of the Proto Labs site plan amendment to allow additional parking to be constructed along the northwest property line.

Meetings:

Attended two staff meetings to discuss project status and updates.

Correspondence:

Staff has had correspondence with various constituents over the course of the last month. Staff has had correspondence on the following:

- A cellular company regarding the possible upgrade to antennas on the 5115 Industrial Street property.
- With K-Bid regarding the easement and access agreements required as a part of their subdivision.
- With the potential buyer of a property on 5160 Oak Street.
- With a resident on Meadow Lane regarding a new fence.
- With a potential commercial buyer looking for space along Hwy. 12.
- With Pioneer Sarah Creek Watershed Commission regarding Proto Labs.
- With Proto Labs and their consultants regarding their building and parking lot renovations.
- Staff has had correspondence with several residents regarding setbacks, zoning, subdivision and other related planning questions.



Agenda Information Memorandum
April 28, 2014 - Maple Plain City Council

8. NEW BUSINESS

**A. PRELIMINARY AND FINAL PLAT APPROVAL REQUEST FOR 5540 PIONEER CREEK
DRIVE PARKING LOT EXPANSION: PROTOLABS**

ACTION TO BE CONSIDERED

To approve the preliminary and final plat approval request for 5540 Pioneer Creek Drive Parking Lot Expansion: Protolabs

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) _____ through _____ .

RESOLUTION NO. 14-0428-03

A RESOLUTION APPROVING THE REQUEST BY PROTO LABS FOR SITE PLAN REVIEW
TO ALLOW AN EXPANSION OF THE EXISTING PARKING LOT FOR THE PROPERTY
LOCATED AT 5540 PIONEER CREEK DRIVE

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

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

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

WHEREAS, Proto Labs, Inc. (the “Applicant”) submitted an application seeking site plan review for the property located at 5540 Pioneer Creek Drive (the “Property”); and

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

WHEREAS the requested site plan review meets all requirements, standards and specifications of the City of Maple Plain zoning ordinance for property zoned Industrial; and

WHEREAS the Planning Commission held a public hearing on April 17, 2014 to review the application for site plan review, 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 Proto Labs, Inc. for site plan review per the City’s zoning regulations with the following conditions:

1. The proposed site plan meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. Subject to the City Council’s review of the site plan, the applicant shall complete the following items:
 - a. The Applicant shall address all engineering comments as outlined in the engineering review memo from Stantec, dated April 11, 2014.

- 3. The Applicant shall pay for all costs associated with the City's review of the site plan review.

This resolution was adopted by the City Council of the City of Maple Plain on this 28th day of April, 2014, by a vote of ____ayes and ____nays.

Jerry Young, Acting Mayor

ATTEST:

Tessia Melvin, City Administrator

(SEAL)

RES. NO. _____
Site Plan Review – Proto Labs, Inc.

City of Maple Plain

Request by Proto Labs for Site Plan Review to Allow an Expansion of the Existing Parking Lot for the Property Located at 5540 Pioneer Creek Drive

To: City Council
From: Mark Kaltsas, City Planner
Meeting Date: April 28, 2014
Applicant: Proto Labs
Owner: Proto Labs
Location: 5540 Pioneer Creek Drive

Request:

Proto Labs, Inc. (Owner) requests that the City consider the following action for the property located at 5540 Pioneer Creek Drive (PID No. 24-118-24-32-0013):

- a. Site Plan Review to allow for the expansion of the existing parking lot.

Property/Site Information:

The property is located along the north side of Pioneer Creek Drive. The subject property is located in the industrial park. The property has an existing building that is used for office, manufacturing and warehouse. The property has the following characteristics:

Property Information: 5540 Pioneer Creek Drive
Zoning: *I - Industrial*
Comprehensive Plan: *Industrial*
Acreage: *7 Acres*



Discussion:

The applicant is seeking site plan approval to expand the existing parking lot as a part of an internal building renovation project. All commercial and industrial development is required to go through the site plan review process. Site plan review requires the review of the Planning Commission and City Council. The Planning Commission holds a public hearing as a part of the site plan review process. The City shall consider the proposed site plan and subsequent effects relating to evaluation criteria established in the City's ordinance.

153.045 INTENT AND PROCEDURE

(l) Evaluation criteria. The Planning Commission and City Council shall evaluate the effects of the proposed site plan. This review shall be based upon, but not be limited to, compliance with the City Comprehensive Plan, provisions of this chapter (Design Guidelines and City Engineering Requirements).

The proposed parking lot expansion consists of the addition of 25 parking spaces. There are currently 121 parking spaces in the west parking area. The applicant is proposing to remove 26 parking spaces and put back 51 parking spaces. The applicant has provided a breakdown of the existing and proposed building uses so that the City can determine required parking. The summary of required parking is as follows:

Parking Summary:

Office Area – 1 space per 250 sf (51,694 sf/ 250) = 207 spaces required

Warehouse Area - 1 space per 400 sf (20,061 sf/400) = 40 spaces required

Manufacturing Area - 1 space per 400 sf (87,511 sf/400) = 50 spaces required

Total Number of Parking Spaces Required = 297

Total Number of Parking Spaces Provided = 320

The proposed expansion of the existing parking area will allow the total site parking to exceed the minimum required. In addition to reviewing the minimum parking space requirements, the City reviews all other applicable design criteria. Design criteria considered during the review of the proposed parking expansion includes; setbacks, parking space design, parking lot lighting, storm water management, drainage and grading.

Setbacks:

Minimum Lot Size: As necessary to meet all setbacks, parking and yard requirements.

Minimum Lot Width: None

Front Yard Setback: 35 feet minimum

Side Yard Setback: 20 feet minimum

Rear Yard Setback: 20 feet minimum

Parking Setback: Must meet applicable yard setback

In the I- Industrial Zoning District, the required side yard setback is 20 feet. The applicant is proposing to maintain a side yard setback of approximately 25 feet. No further encroachment into the rear yard setback is proposed.

Parking Space Design:

Minimum Parking Space Width: 9 feet

Minimum Parking Space Length: 20 feet

Minimum Parking Aisle Width: 25 feet

Minimum Parking Aisle Width with One-Sided Parking: 22 feet

The applicant is proposing to meet all applicable parking space design criteria established by the City with one exception. There are three (3) spaces that will be added to an existing row of parking that has a depth of 18 feet. The three spaces will essentially be created by removing an existing island and adding to the existing row. The spaces will be consistent with those that are already in the row.

Parking Lot Lighting:

Parking Lot lighting shall be arranged as to deflect light away from any adjoining residential zone or from the public streets. There are three (3) existing light poles located along the west property line adjacent to the existing parking lot. The applicant is proposing to relocate two (2) of the existing light poles. The light poles being relocated will not be directed towards residential or the public street.

Storm Water Management, Grading and Drainage:

The City's Engineer has reviewed the proposed parking lot expansion relating to storm water, grading and drainage. The Engineer's review letter is attached to this report. The City is requesting additional information pertaining to storm water calculations. Additional storm water management measures may be required based on the review of the information requested. In addition to the City's review of the proposed expansion, Pioneer Sarah Creek Watershed Commission reviewed the proposed improvements for compliance with their requirements. It was determined that the area impacted by the proposed improvements is less than that which would trigger any formal review by the watershed. No further review by the watershed is required.

The proposed site plan generally meets the requirements established by the City. The proposed building renovation is for the interior of the building and no expansion of the building is proposed. The parking lot configuration will allow the applicant to accommodate the internal building changes proposed by creating additional parking. If the future use of the existing building changes or additional expansion of the site is proposed, additional review by the City may be required. This could result in additional improvements being required.

Neighbor Comments:

The City has not received any written or oral comments regarding the proposed subdivision.

Planning Commission Discussion:

Commissioners reviewed the requested site plan improvements and asked questions of staff and the petitioner. Commissioners asked for additional information pertaining to the lighting and how it met the City's lighting standards. It was noted that the City requires lighting to not glare onto adjacent residential properties and or City streets. Commissioners discussed the three parking spaces that were added to the existing row which did not meet the 20 foot minimum length. Commissioners asked if a variance should be granted for the three spaces. It was noted that because the spaces are being reconfigured as a part of the existing row, no variance would be necessary. However, it was stated that the spaces could meet the minimum length if necessary because there additional room in the adjacent landscape island. Commissioners were satisfied that the proposed site improvements met the requirements for site plan review as stated in the City's zoning ordinance. The Planning Commission recommended approval of the request for Site Plan Review to the City Council.

Recommendation:

The Planning Commission recommended approval of the requested Site Plan Review to the City Council with the following findings and conditions:

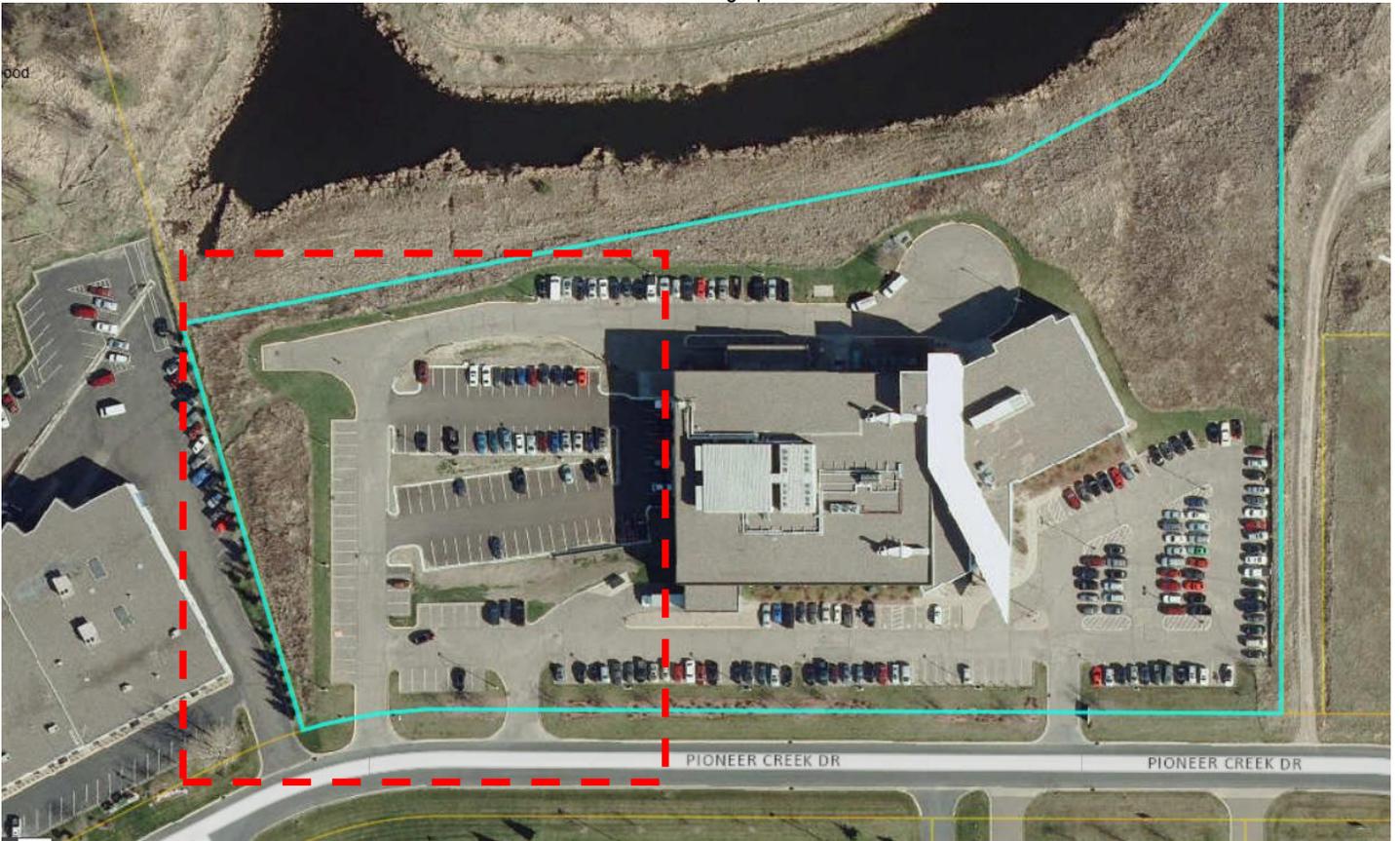
1. The proposed site plan meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning Ordinance.
2. Subject to the City Council's review of the site plan, the applicant shall complete the following items:

- a. The Applicant shall address all engineering comments as outlined in the engineering review memo from Stantec, dated April 11, 2014.
3. The Applicant shall pay for all costs associated with the City's review of the site plan review.

Attachments:

1. Property Pictures
2. Survey
3. Preliminary Plat
4. Final Plat

Aerial Photograph



View Looking South




Re: Proto Labs Parking Addition - Maple Plain
James C Kujawa to: Boyum, Dan

08/30/2013 02:03 PM

 "Mike Ericson (mericson@mapleplain.com)", "Maggie McCallum
 Cc: (mmccallum@mapleplain.com)", "Tom Goodrum
 (tgoodrum@mfra.com)", judie

Hi Dan,

This would be considered a redevelopment. Based on the size of new impervious area (<0.2 acres) and total disturbance (0.4 acres), this project would not trigger a review by the Commission .

I would recommend some hale bales in front of the existing silt fence or a double row of silt fence on the first 75 feet of silt fence on the north side of the building (see attached sketch)

Thanks

Jim



E&SC Sketch.pdf

 Hennepin County
 Department of Environmental Services
 701 Fourth Ave. South, Suite 700
 Minneapolis, MN 55415-1600

 James.Kujawa@co.hennepin.mn.us
 Phone 612-348-7338
 Fax 612-348-8532

"Boyum, Dan"

Jim - The city received the attached information...

08/30/2013 09:42:43 AM

From: "Boyum, Dan" <Dan.Boyum@stantec.com>
 To: "James.Kujawa@co.hennepin.mn.us" <James.Kujawa@co.hennepin.mn.us>
 Cc: "Maggie McCallum (mmccallum@mapleplain.com)" <mmccallum@mapleplain.com>, "Mike Ericson (mericson@mapleplain.com)" <mericson@mapleplain.com>, "Tom Goodrum (tgoodrum@mfra.com)" <tgoodrum@mfra.com>
 Date: 08/30/2013 09:42 AM
 Subject: Proto Labs Parking Addition - Maple Plain

Jim – The city received the attached information recently for a parking lot expansion at Proto Labs. The company had a past parking lot expansion a year or two ago on the west side of the building. The City plans to discuss it at a planning commission meeting on September 5.

Could you review this plan and give the City any comments. If we can get your comments before the meeting, that would be great. If you do not think you can give us your comments by then, please let me know.

Thanks for your help, and have a great Labor Day weekend.

Dan Boyum
 Associate
 Stantec

2335 Highway 36 West
St. Paul MN 55113
Ph: (651) 604-4829
Cell: (651) 775-5098
Dan.Boyum@stantec.com
stantec.com

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 Please consider the environment before printing this email. [attachment "C1_8-27-13.pdf" deleted by James C Kujawa/PW/Hennepin] [attachment "DOC082913-08292013161416.pdf" deleted by James C Kujawa/PW/Hennepin]

Memo



Stantec

To:	Maggie McCallum	From:	Dan D. Boyum
	City of Maple Plain		City Engineer
File:	193801803	Date:	April 11, 2014

Reference: Parking lot expansion at Proto Labs

We received recently the West Parking lot expansion Plans dated March 3, 2014 from Rehder & Associates, Inc. for the above referenced project at 5540 Pioneer Creek Drive and have the following comments:

1. The developer's engineer should submit storm sewer calculations that show sizing and infiltration volumes for new impervious area. We will use that information to compare with Policy 3 in the City's Local Surface Water Management Plan (LSWMP).
2. Due to existing soils on the site, infiltration is not feasible. Therefore Policy 4 from the LSWMP cannot be met.
3. The City's standard for 90 degree angle parking requires a 9' wide x 20' long stall with a 25' driving aisle between the parking stalls. Dimensions on the parking lot are provided, but there is a dimension discrepancy on the typical stall length between sheet A1.0 (near stall number 5) and the Sheet C2.
4. The property owner is adding additional stalls to their existing parking lot, and generally every 25 stalls triggers the need for one handicap stall to meet ADA requirements. The property owners design engineer should review and comment on this item.
5. The developer's engineer should verify that the water main lead to Hydrant B has sufficient cover. If sufficient cover cannot be achieved, then insulation should be placed to protect the water main from freezing.
6. The plans were sent to Pioneer Sarah Creek Watershed Management Organization for comments. Though the project may not trigger formal commission review, any watershed staff comments should be addressed once they are received.
7. On the last two parking lot expansions at this property, a check was provided by the applicant as a financial guarantee based on the construction costs x 1.25. We anticipate the City will require something similar to this method on the

One Team. Infinite Solutions.

April 11, 2014
Maggie McCallum
Page 2 of 2

Reference: Parking lot expansion at Proto Labs

current parking lot expansion. The design engineer should forward the construction cost for this calculation.

8. Final signed plans should be submitted when the items above are addressed.

Please contact me at 651-604-4829 with any questions.

STANTEC CONSULTING SERVICES INC.

Dan Boyum
Associate
Dan.Boyum@stantec.com

- c. Mark Kaltsas, Tessia Melvin, John Krausert and Nick Adams - Rehder & Associates, Inc., Ann Dienhart, and Jim Kujawa

**CITY OF MAPLE PLAIN
LAND USE APPLICATION REVIEW SIGN OFF**



Name of Development Review Team Member:

Dave Eisinger

Firm/Agency:

MPPD

Materials Distributed:

Date: 3-20-2014

Materials Received:

Date: _____

Materials Provided:

*It appears to allow plenty of room for
FD access. DE*

Review Completed:

Date: 3-23-14

Project does not require my review

Comments Returned:

Date: _____

Dave Eisinger
Name (Signature)

3-23-14
Date

Comments Received:

Date: _____

Name (Signature)

Date

*Return form and comments to: City of Maple Plain
1620 Maple Avenue, P.O. Box 97
Maple Plain, MN 55359*

**CITY OF MAPLE PLAIN
LAND USE APPLICATION REVIEW SIGN OFF**



Name of Development Review Team Member:

Roger Peltso

Firm/Agency:

Muhovet Inspection Services

Materials Distributed: Date: 3-20-2014

Materials Received: Date: _____

Materials Provided:

Review Completed: Date: _____

Project does not require my review

Comments Returned: Date: 3/27/14

Roger Peltso
Name (Signature)

3/27/14
Date

Comments Received: Date: _____

Name (Signature)

Date

*Return form and comments to: City of Maple Plain
1620 Maple Avenue, P.O. Box 97
Maple Plain, MN 55359*

Memo

To: Tessa Melvin

From: Roger Peitso



Date: March 27, 2014

Re: Proto Labs parking expansion

These are my comments in regards to this project

The access for emergency vehicles appears to be adequate for a 50 foot long truck throughout the new expansion of parking.

There is an increase in parking spaces available so there may need to be an increase in the required accessible parking. The total number of parking spaces available needs to be verified and the minimum requirements for accessible parking spaces shall be met.

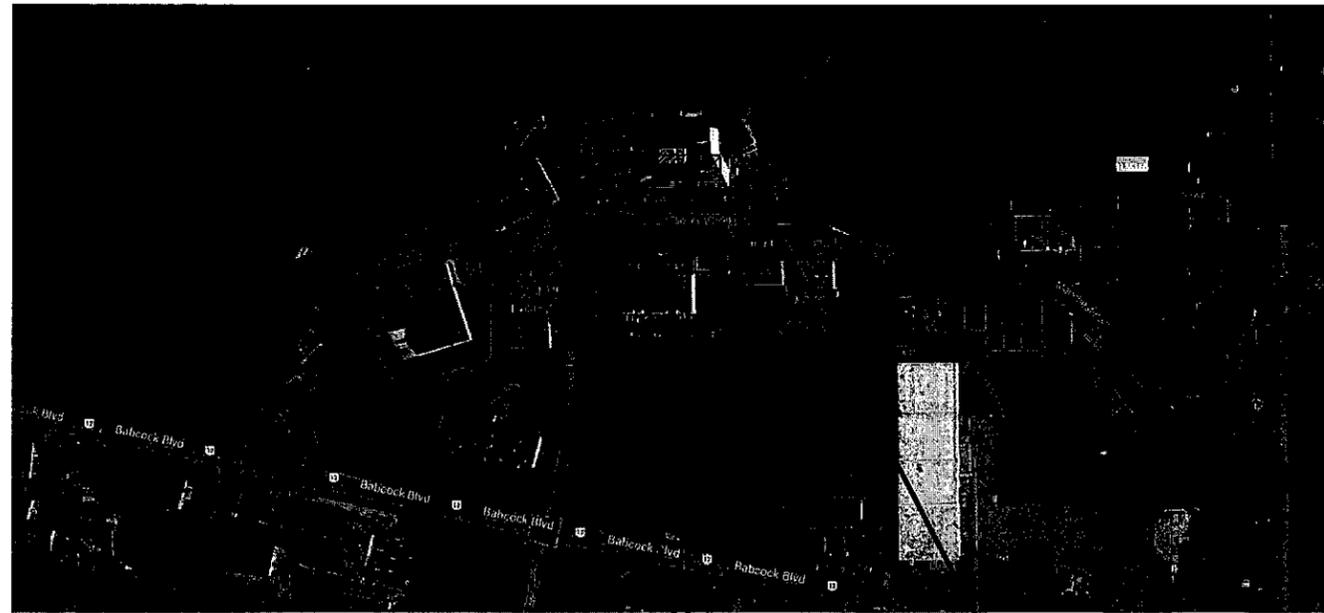
Permits are required for the building alterations to the building and this review does not constitute approval of the proposed alterations to the building.

Proto Labs Headquarters

Maple Plain Facility

5540 Pioneer Creek Drive
Maple Plain, MN 55359

The "South 40" Office Renovation



PROJECT LOCATION MAP
NOT TO SCALE

PROJECT SCOPE PROJECT SITE

BUILDING CODE INFORMATION:

BUILDING

- A. Location**
Proto Labs Headquarters
5540 Pioneer Creek Drive
Maple Plain, MN 55359
- B. Applicable Codes**
International Building Code (IBC) - 2008 Edition
Minnesota State Building Code - 2007 Edition
Minnesota State Fire Code - 2007 Edition
Minnesota State Accessibility Rules - 2007
International Fire Code - 2008 Edition
International Plumbing Code - 2008 Edition
International Mechanical Code - 2008 Edition
National Electrical Code - 2008 Edition
- C. Existing Space Conditions**
Total Space: 77,638 SF
- Offices = 53,266 SF
- Warehouse/Storage = 3,360 SF
- Manufacturing = 21,010 SF
- The project is an interior remodeling of the existing building. No expansion of the building is proposed.
- D. Occupancy Classifications (IBC Ch.3)**
Office - Group B Occupancy
Warehouse/Storage - Group S1 Occupancy
Manufacturing - Group F1 Occupancy
- Groups B, S1, & F1 occupancies are non-separated uses (Table 508.3.3)
- E. Allowable Building Area (IBC Ch.5, Table 507.3)**
Type of Construction - 2-B, fully sprinklered.
- F. Building Classification (IBC Ch.5, Table 601)**
Unlimited in one story sprinkler Type B, S, & F occupancies where 60'-0" or greater yards, on all sides, provided in Type 2 construction.
NOTE: 219 walls have been provided on walls less than 60' from property line per Phase 1 documents previously issued.
- G. Construction Requirements (IBC Ch. 6, Table 601 & Table 602)**
Construction Type: 2B
Fire resistive rating requirements:
Structural frame: 0
Beating walls: 0
Partitions - permanent: 0
Floor Construction: 0
Roof Construction: 0

H. Exit Requirements (IBC Ch. 10, Table 1003.2.2.2 and 1003.2.3.)

Occupant Load for Group B (Office):
53,266 SF/100 GSF = 533 Occupants
Exit width required: 533 occupants x 0.15 in./occ. = 79.95' - 1 exit required / 1 provided

Occupant Load for Group S1 (Warehouse/Storage):
3,360 SF/500 GSF = 7 Occupants
Exit width required: 7 occupants x 0.15 in./occ. = 1.05' - 1 exit required / 1 provided

Occupant Load for Group F1 (Manufacturing):
21,010 SF/100 GSF = 211 Occupants
Exit width required: 211 occupants x 0.15 in./occ. = 31.65' - 4 exits required

Group S1 & F1 occupancy maximum distance to exit, with sprinkler system = 250 feet
Group B occupancy maximum distance to exit, with sprinkler system = 300 feet
(Table 1016.1)
TOTALS: 6 Exit Doors Req'd - 8 Exit Doors Provided

I. Accessibility (Minnesota State Building Code 2003)

All spaces to comply with accessibility rules, chapter 13A.02.
(403.1.1) Buildings undergoing alterations as defined in chapter 5 shall comply with the applicable requirements specified in Minnesota Rules, part 1314.0405, ADAAG 4.1.5; Accessible Buildings; Additions, and part 1341.0411, ADAAG 4.1.5; Accessible Buildings; Alterations; subparts 1, 2, and 3.

J. Plumbing Fixture Requirements (IBC Ch. 29, Table 2902.1)

Occupancy Office 533 Occupants
258.5 Female 6 water closet (1 per 50) 5 lavatory (1 per 40 for first 80, 1 per 80 thereafter)
285.5 Male 6 water closet (1 per 50) 5 lavatory (1 per 40 for first 80, 1 per 80 thereafter)
Drinking Fountains: 6 (1 per 100) or Water Service
Service Sinks: 1

Occupancy Warehouse/Storage 7 Occupants
3.5 Female 1 water closet (1 per 100) 1 lavatory (1 per 100)
3.5 Male 1 water closet (1 per 100) 1 lavatory (1 per 100)
Drinking Fountains: 1 (1 per 1,000) or Water Service
Service Sinks: 1

Occupancy Manufacturing 211 Occupants
103.5 Female 3 water closet (1 per 100) 3 lavatory (1 per 100)
103.5 Male 3 water closet (1 per 100) 3 lavatory (1 per 100)
Drinking Fountains: 1 (1 per 400) or Water Service
Service Sinks: 1

TOTALS: Fixtures Req'd: 6 (Men), 6 (Women), 3 Service Sinks, 5 Drinking Fountains,
Fixtures Provided: 10 (Men), 10 (Women), 3 Service Sinks
Lavatories Req'd: 5 (Men), 5 (Women)
Lavatories Provided: 10 (Men), 10 (Women)

GENERAL NOTES:

- The work for this project includes all work necessary to complete the interior fit-up & remodeling general construction.
1. Conduct work in a manner that does not interfere with security of the building.
 2. Plan work sequence with Owner and obtain their approval before starting work.
 3. Notify Owner and Architect of existing site conditions that are in conflict with the intent of these documents.
 4. Coordinate with Mechanical HVAC & Plumbing Design / Build documents.
 5. Coordinate with Electrical Design/Owners documents.
 6. Coordinate with Fire Protection Design / Build documents.
 7. Coordinate all work on the project. General Contractor to provide a project superintendent to manage and supervise the work.
 8. Each contractor and subcontractor shall be responsible for all cutting and patching required to complete his work.
 9. Assume full responsibility for protection and safekeeping of products under this contract.
 10. Codes and Standards: All work shall be performed in compliance with all current applicable codes in the State of Minnesota and City of Maple Plain.
 11. Permits and Fees: Contractor is responsible for all permits, & approvals necessary for completion of the work. Provide and pay for construction building permits and inspection fees required for each portion of the work.
 12. Provide a waste container and pay for removal service of all refuse and waste materials generated by all contractors and subcontractors. Each subcontractor will be responsible for clean-up and removal of his own waste materials from the store. Leave the space vacuum and broom clean. Recycle as much as possible.
 13. Receive and verify all owner supplied materials and equipment. Any and all shortage and damages shall be documented on receiving tickets and reported to owner and architect immediately upon receipt.
 14. Contractor is responsible for all work necessary to complete the demolition, general construction, ventilation, plumbing, and electrical construction shown on these contract documents. Items not expressly set forth but which are reasonably implied or necessary for the proper performance of this work shall be included.
 15. Fire suppression to be design/build through the general contractor.
 16. Contractor is responsible to visit the site to verify existing conditions, review the documents and identify any discrepancies. All discrepancies shall be reported to the architect at the time of the bid.
 17. See Civil Drawings for site work.

INDEX TO DRAWINGS

General	
a0.0	Title Sheet & Drawing Index
CIVIL	
C1	Demolition Plan
C2	Site Dimension Plan
C3	Grading, Drainage, Erosion Control & Utility Plan
C4	Details & Specifications Plan
Architectural	
a1.0	Site Plan & Demolition
d2.1	Upper Level Demolition Floor Plan
a2.1	Upper Level Floor Plan
i2.1	Upper Level Finishes Plan & Schedule
ffe2.1	Furniture, Fixtures & Equipment Plan
a7.1	Restroom Plans & Elevations
a7.2	Interior Elevations & Plans
a8.1	Door Schedule, Window Details & Elevations
a9.1	First Level Reflected Ceiling Plan

TENANT SUMMARY (ENTIRE BUILDING)	
OFFICE AREA	51,694 SF
WAREHOUSE/STORAGE	15,755 SF
MANUFACTURING	20,061 SF
TOTAL	87,511 SF

PARKING SUMMARY (ENTIRE BUILDING)	
OFFICE AREA STALLS	51,694 SF / 250 = 207
WAREHOUSE/STORAGE STALLS	15,755 SF / 400 = 40
MANUFACTURING STALLS	20,061 SF / 400 = 50
TOTAL STALLS NEEDED	297
TOTAL STALLS PROVIDED	320

Comm. No.
1393
Date
3/3/14

Allan
Mechanical Inc.

GILBERT

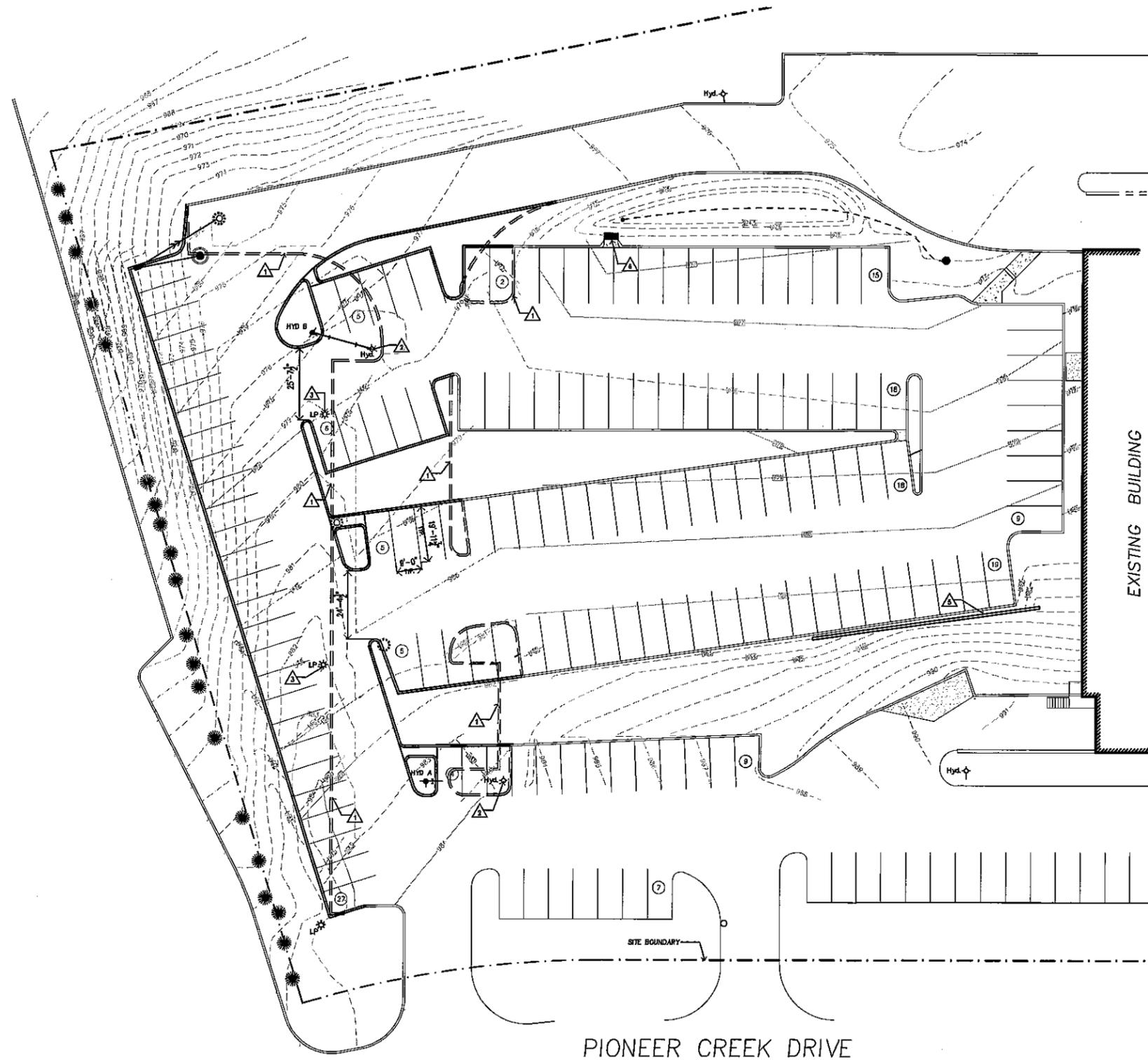
Rehder & Associates, Inc.
Civil Engineers, Planners & Land Surveyors

Owner
PROTO LABS
Project
PROTO LABS HEADQUARTERS - INTERIOR REMODEL
Title
TITLE SHEET & DRAWING INDEX

I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly registered architect under the laws of the State of Minnesota.
By: *J. Hagen*
Title: Architect Date: 3/3/14
Registration Number: 16366

Drawing No.
a0.0

HAGEN, CHRISTENSEN & MOILWAIN
ARCHITECTS



SITE PLAN SYMBOL KEY

- DEMOLISH CURB
- Hyd. REMOVE HYDRANT FOR RELOCATION
- LP REMOVE LIGHTPOST FOR RELOCATION
- NEW CURB
- HYD NEW HYDRANT
- ☼ NEW LIGHTPOST
- Ⓢ PARKING STALL NUMBER

SITE PLAN KEY NOTES

- Ⓢ1 EXISTING CURBS TO BE REMOVED. SEE CIVIL.
- Ⓢ2 REMOVE AND RELOCATE EXISTING HYDRANT. SEE CIVIL.
- Ⓢ3 REMOVE AND RELOCATE EXISTING LIGHT POST. SEE CIVIL.
- Ⓢ4 NOT USED
- Ⓢ5 EXISTING RETAINING WALL.
- Ⓢ6 RAIN GUARDIAN TREATMENT SYSTEM.

TENANT SUMMARY (ENTIRE BUILDING)	
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1 SITE PLAN
1" = 20'



Comm. No.
1393
Date
3/3/14

Allan
Mechanical Inc.

GILBERT

Rehder & Associates, Inc.
Civil Engineers, Planners & Land Surveyors

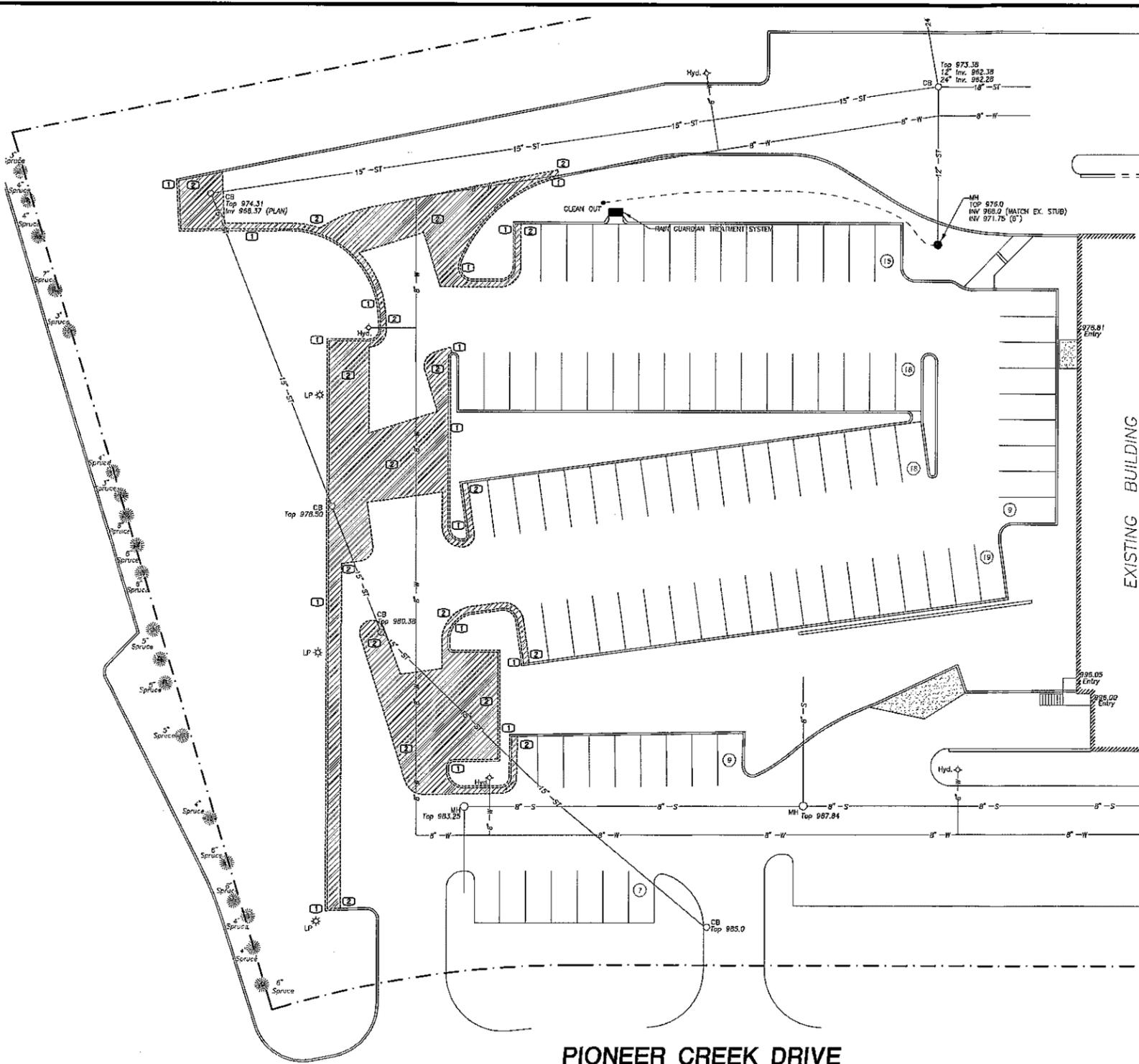
Owner
PROTO LABS
Project
PROTO LABS HEADQUARTERS - INTERIOR REMODEL
Title
SITE PLAN

I hereby certify that this drawing was prepared by me or under my direct supervision and that I am a duly registered architect under the laws of the State of Minnesota.
By: *[Signature]*
Title: Architect Date: 3/3/14
Registration Number: 18388

Drawing No.
a1.0

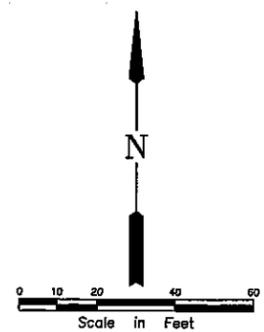
HAGEN, CHRISTENSEN & MOLLWAIN
ARCHITECTS

200 OGDEN AVENUE SE • MENAFAPELLIS, MN 55407
TEL: 763.944.1812 • FAX: 763.944.2288

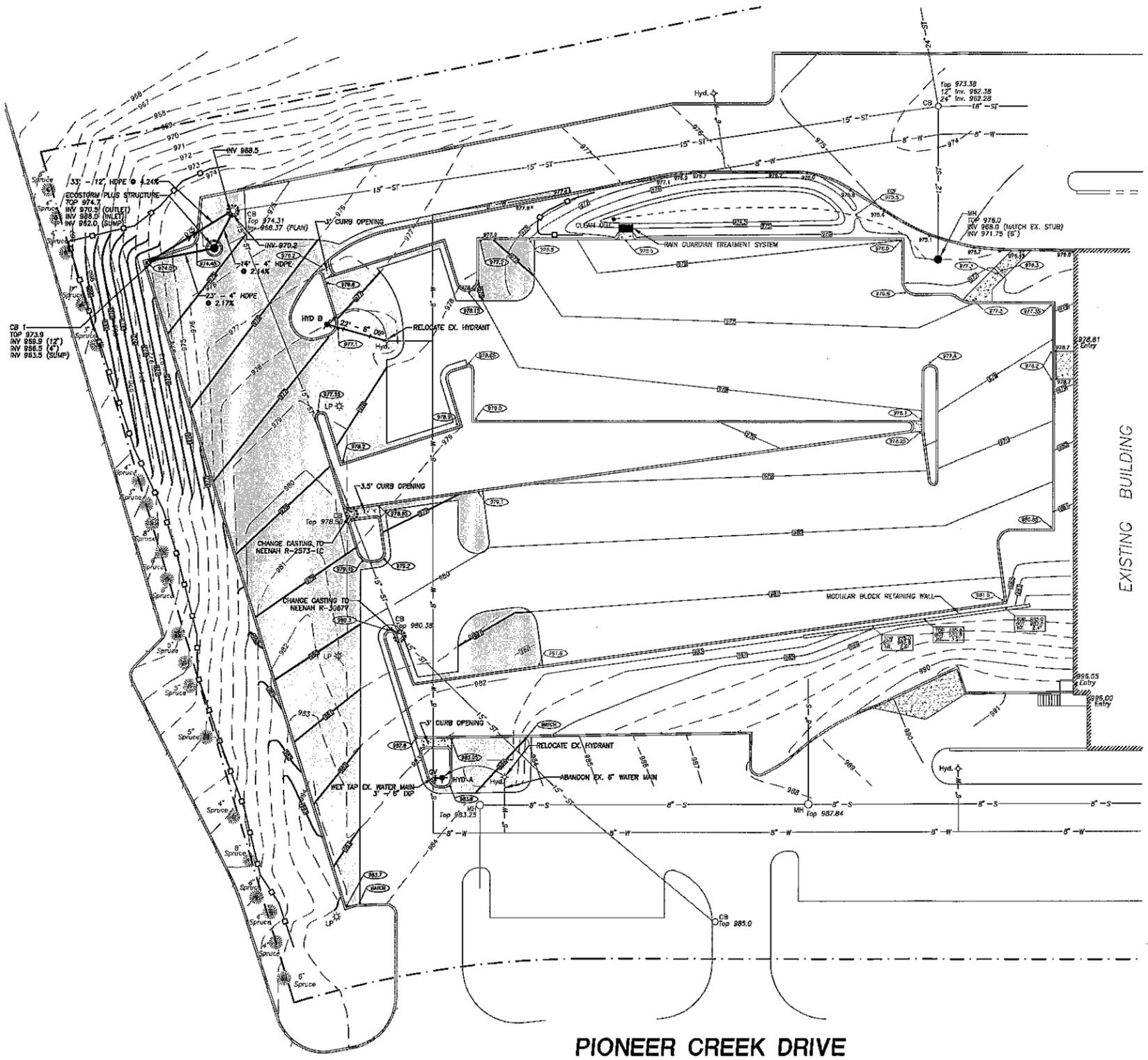


DEMOLITION NOTES
 ① - REMOVE CONCRETE CURB & GUTTER
 ② - REMOVE BITUMINOUS PAVEMENT
 (FULL DEPTH SAW CUT BITUMINOUS)
 NOTE: SEE ELECTRICAL PLAN FOR REMOVAL
 AND RELOCATION OF LIGHT POLES.

LEGEND
 - - - BOUNDARY/ROW/BLOCK LINE
 ——— BUILDING/PARKING SETBACK LINE
 [Hatched Box] EXISTING BITUMINOUS TO BE REMOVED



<p>ISSUED CONSTRUCTION SET</p>	<p>3-3-14</p>	<p>DEMOLITION PLAN PROTO LABS - WEST PARKING LOT ADD'N CITY OF MAPLE PLAIN</p>
<p>SHEET NUMBER</p> <p style="font-size: 2em; font-weight: bold;">C1</p>		
<p>Rehder & Associates, Inc. Civil Engineers, Planners and Land Surveyors 9440 Federal Drive, Suite 110 • Bagley, Minnesota 55128 651-498-0061 • Fax: 651-498-9797 • email: info@rehder.com</p> <p>PROJECT NO: 141-2716.010 DRAWING FILE: 2716010.DWG</p>		
<p>I hereby certify that this plan 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.</p> <p>Name: <u>Shirley A. Krausert</u> Date: <u>10/20/14</u> Reg. No. <u>16522</u></p>		



EXISTING BUILDING

PIONEER CREEK DRIVE

GRADING NOTES

- ① - All elevations shown are to final surfaces.

EROSION CONTROL NOTES

- ① - All erosion control measures shown shall be installed prior to grading operations and maintained until all area disturbed have been restored.
- ② - Sweep paved public streets as necessary where construction sediment has been deposited.
- ③ - Each area disturbed by construction shall be restored per the specifications within 14 days after the construction activity in that portion of the site has temporarily or permanently ceased.
- ④ - Temporary soil stockpiles must have silt fence around them.
- ⑤ - Excess concrete/water from concrete trucks shall be disposed of in a portable washout concrete basin or disposed of in a contained area.

UTILITY NOTES

- ① - All watermain to have a minimum of 7.5' of cover.

HYDRANT SCHEDULE

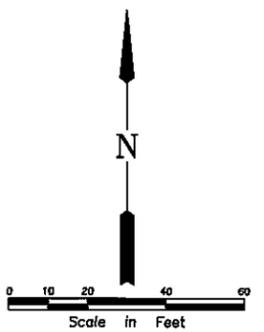
HYDRANT NO.	BREAKOFF FLANGE
HYD A	984.1
HYD B	977.8

CATCH BASIN SCHEDULE

STRUCTURE NO.	BARREL SIZE	NEENAH CASTING NO.
CB 1	48"	R-3067V

LEGEND

- PROPOSED STD. DUTY BITUMINOUS
- SILT FENCE
- INLET PROTECTION DEVICE
- PROPOSED HYDRANT
- PROPOSED GATE VALVE
- PROPOSED WATERMAIN
- PROPOSED CONTOUR
- PROPOSED ELEVATION
- EXISTING CONTOUR
- EXISTING ELEVATION
- EXISTING CONTOUR (NOT VERIFIED)
- EXISTING ELEVATION (NOT VERIFIED)
- EXISTING WATERMAIN
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER



Behder & Associates, Inc.
 Civil Engineers, Planners and Land Surveyors
 3440 Federal Drive, Suite 110 • Eden Prairie, Minnesota 55322
 952-952-6601 • Fax: 952-952-9797 • email: info@behder.com

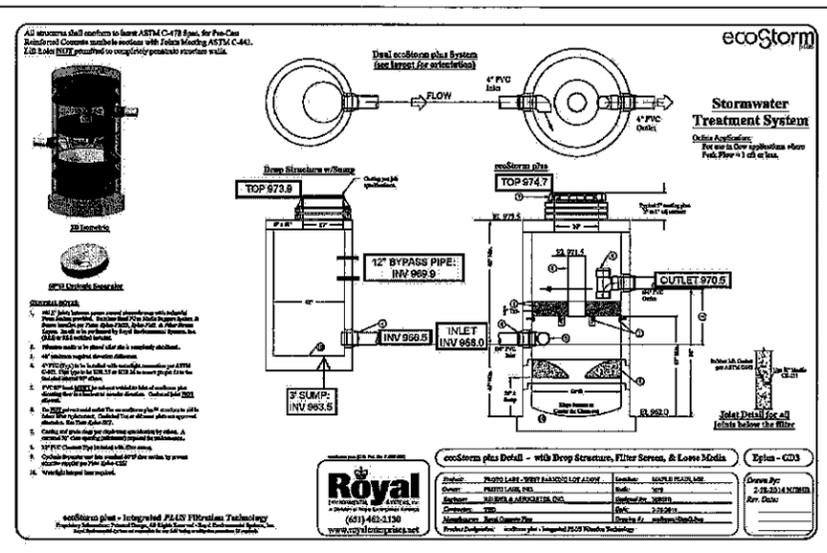
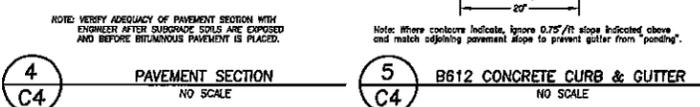
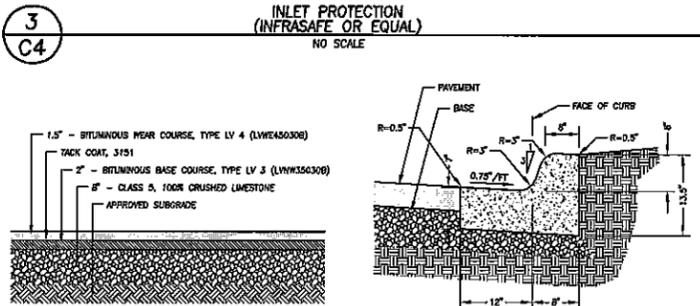
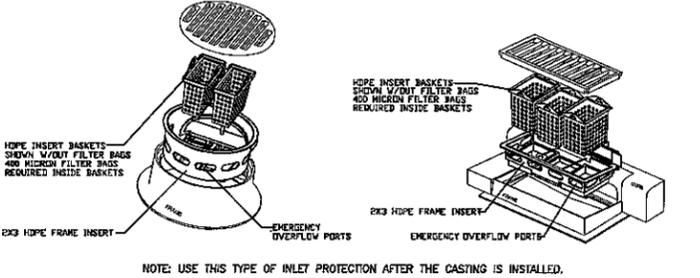
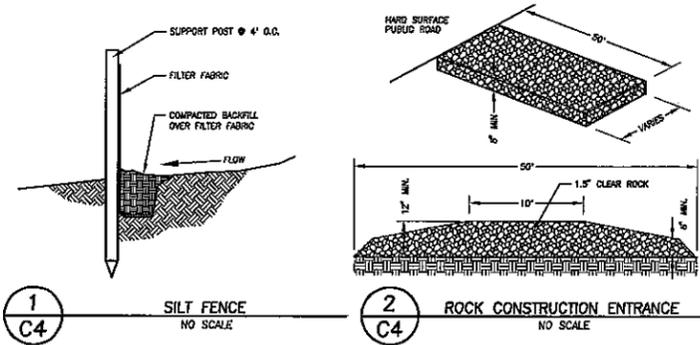
I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
 Name: John A. Krausert Date: _____ Reg. No.: 16529

3-3-14	ISSUED
	CONSTRUCTION SET

GRADING, DRAINAGE & EROSION CONTROL & UTILITY PLAN
 PROTO LABS - WEST PARKING LOT ADD'N
 CITY OF MAPLE PLAIN

SHEET NUMBER
C3

PROJECT NO: 141-2716.010 DRAWING FILE: 2716010.DWG



SPECIFICATIONS

GENERAL

- I. GENERAL
 - A. Before construction begins, the Contractor shall contact all utility companies, both public and private and have them locate all utilities within the construction limits.
 - B. The Contractor shall be responsible for arranging all required inspections with the governing authority that has jurisdiction over the work that is to be performed.
 - C. The Contractor shall stay within the construction limits unless approved otherwise by the Owner and/or Engineer. Construction limits are defined by the property boundary unless shown differently on the plans.
 - D. The Contractor shall be responsible for protecting all existing structures, utilities, trees, etc. from damage during construction.
 - E. The Contractor shall be responsible for covering any damage (at Contractor's expense).
 - F. Any discrepancies found on the site that affect the proposed work shall be reported to the Owner and/or Engineer before the completion of any additional work.
 - G. No soils report provided. Subgrade soils assumed adequate for the proposed construction.
 - H. Existing Topography Survey provided by Reiter & Associates, Inc.

SITE CLEARING

- I. GENERAL
 - A. Remove trees, shrubs, grass, and other vegetation or obstructions, as required, to permit installation of improvements shown on the Plans.
- II. EXECUTION
 - A. Trees and stumps shall be removed from the site. Stump on-site or burning of trees and stumps will not be allowed.
 - B. Where existing trees are indicated to remain, leave existing topsoil in place within drip lines to prevent damage to root system.
 - C. Topsoil shall be stripped from disturbed areas and stockpiled in piles not exceeding 8-feet in depth.
 - D. Removal of rock and unsuitable material from under drive and roadways within 3-feet of final pavement subgrade.
 - E. Removal of waste materials and unusable or excess topsoil from Owner's property.

GRADING, EROSION CONTROL, AND TURF ESTABLISHMENT

- I. GENERAL
 - A. All grading, erosion control and turf establishment shall be according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
 - B. All erosion control measures shown on the plans must be installed prior to commencement of grading operations and maintained until all areas affected on the site have been restored.
 - C. All areas disturbed by construction shall be restored with seed and dated mulch, sod, wood fiber blanket, or be hard surfaced within two weeks of substantial completion of construction.
 - D. Provide approved borrow soil materials from off-site when sufficient approved soil materials are not available from excavations. Remove of excess and unsuitable material from the site.
 - E. Protect structures, utilities, sidewalks, pavements, and other facilities from damage caused by settlement, lateral movement, undermining, washout, and other hazards created by earthwork operations.
 - F. Compaction shall not be less than the following percentages of maximum dry density according to ASTM D 998:
 1. Under structures, building slabs, slopes, and pavements, compact the top 12 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
 2. Under sidewalks, compact the top 6 inches below subgrade and each layer of backfill or fill material at 100 percent maximum dry density.
 3. Under lawn or unpaved areas, compact the top 8 inches below subgrade and each layer of backfill or fill material at 95 percent maximum dry density.
 - G. Grades as shown on the plan are to finished grade.
- II. PRODUCTS
 - A. Satisfactory soils include ASTM D 2487 soil classification groups OH, OR, OI, SH, SP, and SM free of rock or gravel larger than 2-inches in any dimension, debris, roots, frozen materials, vegetation and other deleterious matter.
 - B. Unsatisfactory soils include ASTM D 2487 soil classification groups GC, SC, MC, CL, CH, OL, OH, and PT.
 - C. All backfill and fill materials must be satisfactory soil materials.
 - D. Topsoil shall be per ASTM D 2088, free of stones 1\"/>

- I. GENERAL
 - A. Fill under buildings shall be compacted to meet Soil Engineer's recommendations.
 - B. Place 4-inches of topsoil over all areas to be re-established with turf.
 - C. Provide erosion control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or siltwater that to adjacent properties and roadways.
 - D. Wherever construction vehicle access routes intersect paved public roads, provisions must be made to minimize the transport of sediment (mud) by runoff or vehicles tracking onto the paved road surface. Where sediment is transported onto a public road surface, the roads shall be cleaned thoroughly at the end of each day. Sediment shall be removed by sweeping or sweeping and be transported to a sediment controlled disposal area. Street sweeping shall be allowed only after sediment is removed in this manner.
- II. EXECUTION
 - A. Provide 4-inches of topsoil over all areas to be re-established with turf.
 - B. Provide erosion control measures to prevent erosion or displacement of soils and discharge of soil-bearing water runoff or siltwater that to adjacent properties and roadways.
 - C. Wherever construction vehicle access routes intersect paved public roads, provisions must be made to minimize the transport of sediment (mud) by runoff or vehicles tracking onto the paved road surface. Where sediment is transported onto a public road surface, the roads shall be cleaned thoroughly at the end of each day. Sediment shall be removed by sweeping or sweeping and be transported to a sediment controlled disposal area. Street sweeping shall be allowed only after sediment is removed in this manner.

BITUMINOUS PAVEMENT

- I. GENERAL
 - A. Provide hot-mix asphalt pavement according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
 - B. Conform to applicable standards of authority having jurisdiction for asphalt paving work on public property.
- II. PRODUCTS
 - A. Use source and fine aggregate materials and gradations that have performed satisfactorily in previous installations.
 - B. Provide a base and wear course as indicated on the plan unless otherwise specified.
 - C. Provide a lock coat as indicated on the plan unless otherwise specified.
- III. EXECUTION
 - A. Verify that the subgrade is dry and in suitable condition to support paving and imposed loads.
 - B. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to placement.
 - C. Machine place hot-mix asphalt on prepared surface, spread uniformly, and strike off. Place asphalt mix by hand to areas inaccessible to equipment in a manner that prevents segregation of mix. Place each course to required grade, cross section, and thickness, when compacted.
 - D. Begin compaction as soon as placed hot-mix paving mix has roller weight without excessive displacement.
 - E. Provide an average density of 98 percent of reference laboratory density according to ASTM D 1559, but not less than 94 percent nor greater than 100 percent.
 - F. Tolerances base course thickness shall be plus or minus 0.5-inches and surface course shall be plus or minus 0.25-inches.

PORTLAND CEMENT CONCRETE PAVEMENT

- I. GENERAL
 - A. Provide Portland cement concrete pavement for roads, curbs, walks and exterior slabs according to the materials, workmanship, and other applicable requirements of the Minnesota Department of Transportation "Standard Specifications for Construction", latest edition, unless otherwise specified.
- II. PRODUCTS
 - A. Portland cement concrete for curb and gutter and sidewalk shall be 4000 psi, 28-day compressive strength, 5.0% air entrainment, and 3-inch slump.
 - B. Provide Grade-60 reinforcing bars and tie bars where indicated.
 - C. During compound shall be solvent-borne, liquid membrane-forming ASTM D209, Type I or approved equal.
- III. EXECUTION
 - A. The Contractor shall furnish a tandem truck loaded with a minimum of 14-tons to check the completed subgrade and/or aggregate base for soft spots prior to placement.
 - B. Comply with requirements and with ACI 308R for measuring, mixing, transporting, and placing concrete.
 - C. Comply with the Concrete Reinforcing Steel Institute's recommended practice for "Forming Reinforcing Bars" for placing and supporting reinforcement.
 - D. Formed expansion joints using 0.5-inch thickness shall be placed at each end of curb radius, at intersections, and approximately every 200-feet.
 - E. Construction joints shall be placed at minimum 10-foot intervals in the curb and gutter and at 5-feet for walks.
 - F. Provide a medium to fine broom finish perpendicular to traffic flow.
 - G. Protect freshly placed concrete from premature drying and excessive cold or hot temperatures using moisture curing, moisture-retaining-cover curing, curing compound or a combination of these.

STORM SEWER

- I. GENERAL
 - A. Storm sewer shall comply with all local regulations pertaining to storm sewer systems including materials, installation, and testing. If no regulations exist, comply with "Standard Utilities Specifications" by the City Engineers Association of Minnesota, latest edition.
- II. PRODUCTS
 - A. Storm sewer indicated on the plan as HDPE shall be dual wall corrugated polyethylene pipe with soft tight fittings per the Corrugated Polyethylene Pipe Association (CPHA) standard specification 100-97.
 - B. Storm sewer catch basins and manholes shall be precast structures with at least two and of the most the adjoining rings.
 - C. Storm sewer castings indicated on the plan shall be from the Nuech Foundry or approved equal.
- III. EXECUTION
 - A. The plans indicate the general location and arrangement of underground storm sewer systems. Location and arrangement of piping take this account many design considerations. Install piping as indicated on the plans, to the extent practical.
 - B. HDPE sewer pipe shall be bedded in accordance with ASTM D 2321, "Recommended Practice for Underground Installation of Flexible Thermoplastic Sewer Pipe".

WATER MAIN

- I. GENERAL
 - A. Water main shall comply with all local regulations pertaining to water main systems including materials, installation, and testing. If no local regulations exist, comply with "Standard Utilities Specifications" by the City Engineers Association of Minnesota, latest edition.
- II. PRODUCTS
 - A. Water main, indicated on the plan as DWP, shall be ductile iron pipe, Class 52, with push on joints and shall provide electrical conductivity across each joint.
 - B. All fittings shall be mechanical joint fittings.
 - C. Hydrants and valves shall meet all local and municipality requirements.
- III. EXECUTION
 - A. The plans indicate the general location and arrangement of underground water main systems. Indicated locations and arrangements were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated, to the extent practical.
 - B. Burial of water main with a depth of cover of at least 7.5-feet or with the top at least 12-inches below frost penetration, which ever is greater.
 - C. All bends, stubs, and hydrants shall be rounded to the water main using 0.75-inch tie rods.
 - D. Top water main with size and in location as indicated according to the requirements of the local water utility. The Contractor shall pay water utility fee.
 - E. Test of installed piping as required by the local water utility.

Reiter & Associates, Inc.
 Civil Engineers, Planners and Land Surveyors
 9440 Federal Drive, Suite 110 • Eden Prairie, Minnesota 55324
 951-462-6051 • Fax: 951-462-0797 • email: info@reiter.com

I hereby certify that this plan 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.
 Name: John A. Kozuski Reg. No. 16525 Date: 3-3-14

ISSUED
 CONSTRUCTION SET

DETAILS & SPECIFICATIONS PLAN
 PROTO LABS - WEST PARKING LOT ADD'N
 CITY OF MAPLE PLAN

SHEET NUMBER
C4

PROJECT NO.: 141-271B.010 DRAWING FILE: 2716010.DWG

Maggie McCallum

To: James C Kujawa
Subject: RE: Pioneer-Sarah Creek Preliminary review, Proto Lab 'South 40office Renovation

From: James C Kujawa
Sent: Tuesday, March 25, 2014 7:53 AM
To: Tessia Melvin
Subject: Pioneer-Sarah Creek Preliminary review, Proto Lab 'South 40 office Renovation

Hi Tessia

From my rough estimates, this project will disturb over 1.0 acres of area so the Pioneer-Sarah Creek Watershed standards for grading and erosion control review would be required to be reviewed and approved by the Commission.

At this time, between this expansion and the previous one (see attached email chain from August of 2013) the cumulative new impervious area are less than 0,5 acres, so no stormwater management review will be needed.

Attached is a copy of our current fee schedule for our current standards, which shows the triggers for each review category. To begin our official review we will need a complete application submitted to our administrative office (address is on the application form).

In the future we might have an issue with their frequent expansions and the cumulative amount of impervious areas though. From my information, the last expansion created 0.2 acres of impervious areas and this expansion will create 0.18 acres of new impervious area. Although this is still less than our stormwater management review trigger of 0.5 acres of new impervious area, with any new expansion they may have in the future, the cumulative impervious area might exceed the 0,5 acre trigger. When this occurs, they will have to provide some type of treatment for water quality and quantity for the cumulative impervious areas at that time.

At that time we will require any treatment pond/structure, etc. have a D&U easement over it and if the City doesn't maintain it, an agreement for maintenance be recorded on the title of the property. In addition, their water quality/quantity treatments will have to meet the Commission's requirements. The proposed EcoStorm system would not meet our NURP requirements.

And of course to complicate the issue, when our Third Generation Watershed plan is adopted (most likely in late 2014) the standards and triggers will change. (1.1" volume abstraction from new impervious areas)

Let me know if you have any questions.

Thanks

Jim

James C. Kujawa



Agenda Information Memorandum
April 28, 2014 Maple Plain Park City Council

10. NEW BUSINESS

B. APPROVAL OF DUGOUT FENCING AND CONCRETE AT DON TIMPE FEILD

ACTION TO BE CONSIDERED

To approve the spending of \$1,500 for the installation of fencing with concrete support sections for the baseball field at Don Timpe Field.

FACTS

- At the April 21, 2014 Park Commission meeting, the Commission moved to recommend to the City Council spending \$1,500 for the purchase and installation of dugout fencing at Don Timpe Field.
- A fencing estimate from Sterling Fence Inc. was \$855.00.
- As a means to support the fence, two 25-foot sections of concrete will need to be poured.
- Commission Chair, John Timpe, received an estimate \$500.00 for the concrete work.
- If costs exceed \$1,500, the baseball team will pay the balance.
- The Park Commission has a yearly \$20,000 budget. The Park Commission has not spent any of the \$20,000 budget for the 2014 year.
- The Park Commission would like to get the work done within the next couple of weeks; before there are daily games at the field.

ATTACHMENTS

Attached on page(s) ____ through ____ is a copy of the estimate from Sterling Fence Inc. for the fencing.

Sterling Fence Inc.

Established 1978

Eden Prairie
13480 Pioneer Trail
Eden Prairie, MN 55347
(952) 941-2213 • Fax (952) 888-3316

Brooklyn Park
(763) 493-5244

Bloomington
(952) 888-6843

Wayzata
(952) 476-0743

Name John Timpe
First Middle Last Spouse
 Address City of Maple Plain - large softball field
 City Maple Plain
 State _____ Zip _____ Phone 612-250-7964

Date 4-18 20 14
 Job No. _____
 Salesman Jill
 Installer _____
 Terms 30% Down
Balance on Completion

• Visa maximum \$3,000.00 over \$3,000.00 add 2 1/2 %

QUANTITY	DESCRIPTION	PRICE	UNIT
1	<u>50'</u> <u>4'-11</u> ga. chain link fence, complete with top rail and posts.		
2	Terminal posts, complete with fittings. <u>plated posts</u>		
3	Corner posts, complete with fittings.		
4	Breaker posts, complete with fittings.		
5	_____ Wide walk gates, complete with fittings.		
6	_____ Wide driveway gates, complete with fittings.		
7	Hard holes. <input type="checkbox"/> yes <input type="checkbox"/> no Removal (no haul away) <input type="checkbox"/> yes <input type="checkbox"/> no Haul Away <input type="checkbox"/> yes <input type="checkbox"/> no		
8	Bottom Rail <input type="checkbox"/> yes <input type="checkbox"/> no (Wood or Chain Link) Bottom Tension Wire <input type="checkbox"/> yes <input type="checkbox"/> no		
9			
10	<u>Material and Labor</u>	<u>855</u>	<u>00</u>
11			
12			
13	<u>2 straight 25' sections on cement in front</u>		
14	<u>of the 2 dugouts</u>		
15			
16			
17			
18			
19			
20	Quote good for 14 days - Price includes 10% discount		

OWNER is responsible for showing correct property and fence lines, to mark sprinkler system lines and heads, and to mark privately owned underground utility lines, i.e. between the house and garage. If digging within two feet of buried cables or sprinkler lines, per customer request, customer assumes the cost of any repair. Owner is responsible for removal of obstructions to fence installation and obtaining all permits in accordance with current building codes. If Sterling Fence is asked in writing to obtain permit, cost of permit plus administration fee of \$35.00 will be charged. SterlingFence is not responsible for hauling dirt from holes at the job site.

STERLING FENCE INC. shall furnish only the material and labor specified in this contract. Any changes made from the above specifications necessitating additional material or labor will be billed at Sterling Fence Inc.'s retail prices. Cancellations: if any expenses have occurred customer will be charged for these expenses. See placement of gates on slope warranty and prelien notice on reverse side.

Salesman Signature

Customer Signature



Agenda Information Memorandum
April 28, 2014 - Maple Plain City Council

8. NEW BUSINESS

C. Approval of Resolution Providing the Sale of General Obligation Improvement Bonds, Series 2014A

D. Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority: Resolution 14-0428-02

ACTION TO BE CONSIDERED

To approve the Resolution Providing the Sale of General Obligation Improvement Bonds, Series 2014A: 14-0428-01 and to authorize the City to enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority: 14-0428-02.

FACTS

- See attached.

ATTACHMENTS

Attached on page(s) ____ through ____ .

April 28, 2014

Pre-Sale Report for

City of Maple Plain, Minnesota

\$3,050,000 General Obligation Improvement Bonds,
Series 2014A



Prepared by:

Todd Hagen, CIPFA
VP/Senior Financial Advisor

And

Rebecca Kurtz, CIPFA
VP/Senior Financial Advisor

Executive Summary of Proposed Debt

Proposed Issue:	\$3,050,000 General Obligation Improvement Bonds, Series 2014A
Authority:	<p>The Bonds are being issued pursuant to Minnesota Statutes, Chapters:</p> <ul style="list-style-type: none"> • 429 • 475 <p>Because the City is assessing at least 20% of the project costs, the Bonds can be a general obligation without a referendum and will not count against the City's debt limit.</p> <p>The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.</p>
Purposes:	<p>The proposed issue includes financing for the following purposes:</p> <p>To finance the construction of the Main Street West and Rainbow Avenue Utility and Street Improvements in the City:</p> <ul style="list-style-type: none"> • Sanitary Sewer Improvements. Debt service will be paid from special assessments and property taxes to be cancelled each year with available sanitary sewer revenues. • Water Main Improvements. Debt service will be paid from special assessments and property taxes to be cancelled each year with available water revenues. • Storm Sewer Improvements. Debt service will be paid from special assessments and property taxes to be cancelled each year with available storm sewer revenues. • Street Improvements. Debt service will be paid from special assessments and property taxes. • Drainage Improvements. Debt service will be paid from property taxes to be cancelled each year with available storm sewer revenues.
Term/Call Feature:	<p>The Bonds are being issued for a 20 year term. Principal on the Bonds will be due on February 1 in the years 2016 through 2035. Interest is payable every six months beginning February 1, 2015. The City has sufficient funds on hand to make this first payment.</p> <p>The Bonds maturing on and after February 1, 2025, will be subject to prepayment at the discretion of the City on February 1, 2024, or any date thereafter.</p>
Bank Qualification:	<p>Because the City is issuing less than \$10,000,000 in the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.</p>



Credit Enhancement:	<p>City bond issues for water, sanitary sewer and storm water facilities are authorized to receive credit enhancement from the State. Under current bond ratings, the state credit enhancement would bring a Standard & Poor's "AA+" rating because the State guarantees the debt service payments on the Bonds. Currently, state credit enhancement provides a significant interest cost savings, to lower or non-rated cities.</p> <p>To qualify for the credit enhancement, a city must submit an application and \$500 fee to the State. There will also be a credit rating fee that is lower than the standard fee to either rating agency. Ehlers will submit the application to the State on your behalf.</p>
Rating:	<p>The City's most recent bond issues were rated "AA" by Standard & Poor's. The City will request a new underlying rating for the Bonds.</p> <p>If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.</p>
Review of Existing Debt:	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.</p> <p>We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.</p>
Continuing Disclosure:	<p>Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually as well as providing notices of the occurrence of certain "material events" to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>
Arbitrage Monitoring:	<p>Because the Bonds are tax-exempt securities/tax credit securities, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Non-arbitrage Certificate prepared by your Bond Attorney and provided at closing. You have retained Ehlers to assist you with compliance with these rules.</p>
Method of Sale/Placement:	<p>In order to obtain the lowest interest cost to the City, we will solicit competitive bids for purchase of the Bonds from local banks in your area and regional underwriters.</p>



	<p>We have included an allowance for discount bidding equal to 1.0% of the principal amount of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.</p> <p>If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to lower your borrowing amount.</p> <p>Premium Bids: The current generational low in interest rates has caused concerns amongst investors as to the impacts to the value of existing bonds in the case interest rates generally increase in the future. When interest rates rise, the value of existing bonds generally falls. In order to mitigate the decline in value of existing bonds, many investors are demanding “premium” pricing structures. A premium is achieved when the coupon for any maturity exceeds the yield, resulting in a price greater than the face value.</p> <p>The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.</p> <p>For this issue of Bonds we have been directed to use the premium to reduce the size of the issue. The adjustments may slightly change the true interest cost of the original bid, either up or down.</p> <p>You have the choice to limit the amount of premium in the bid specifications. This may result in fewer bids, but it may also eliminate large adjustments on the day of sale and other uncertainties.</p>
Summary:	<p>The decisions to be made by the Council are as follows:</p> <ul style="list-style-type: none"> • Accept or modify the finance assumptions described in this report. • Adopt the resolution attached to this report.



Proposed Debt Issuance Schedule

Pre-Sale Review by City Council	April 28, 2014
Distribute Official Statement:	Week of May 12, 2014
Conference with Rating Agency:	On or about May 19, 2014
City Council Meeting to Award Sale of the Bonds:	May 27, 2014
Estimated Closing Date:	June 15, 2014

Attachments

Sources and Uses of Funds

Proposed Debt Service Schedule

Bond Buyer Index

Resolution Authorizing Ehlers to Proceed with Bond Sale

Resolution Authorizing City to Enter Into Credit Enhancement Agreement

Ehlers Contacts

Financial Advisors:	Todd Hagen	(651) 697-8508
	Rebecca Kurtz	(651) 697-8516
Disclosure Coordinator:	Wendy Lundberg	(651) 697-8540
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed to the City Council at their home address or e-mailed for review prior to the sale date.



Maple Plain
GO Improvement Bonds, Series 2014

Projects	<u>+15%</u>	By Revenue Source	<u>+15%</u>
Rainbow Ave			
Sanitary Sewer	140,677.02	Sanitary Sewer	412,207.52
Water Main	137,468.62	Water Main	452,641.69
Storm Sewer	76,980.50	Storm Sewer	303,764.25
Street	<u>407,713.55</u>	Street	1,285,648.20
	762,839.69	Drainage Improvements*	<u>184,804.95</u>
Main Street West		Total	<u><u>2,639,066.61</u></u>
Sanitary Sewer	271,530.50		
Water Main	315,173.07		
Storm Sewer	226,783.75		
Street	<u>877,934.65</u>		
	1,691,421.97		
Additional Drainage Improvements			
Other Rainbow Park	<u>184,804.95</u>		
	184,804.95		
Total	<u><u>2,639,066.61</u></u>		

* Drainage Improvement Projects NOT Assessed
All other projects assessed at 30% of Par Amount of Bonds

Assessments = 1.5% over TIC, Equal P&I

* Sewer Projects are receiving \$72,000 of MCES Grant monies

City of Maple Plain, Minnesota

\$3,050,000 General Obligation Improvement Bonds, Series 2014A

Issue Summary

Assumes Current Market BQ AA+ Credit Enhanced Rates plus 15bps

Total Issue Sources And Uses

Dated 06/15/2014 | Delivered 06/15/2014

	Sanitary Sewer	Water Main	Storm Sewer	Street	Drainage Improvements	Issue Summary
Sources Of Funds						
Par Amount of Bonds	\$415,000.00	\$535,000.00	\$360,000.00	\$1,525,000.00	\$215,000.00	\$3,050,000.00
MCES Grant	72,000.00	-	-	-	-	72,000.00
Total Sources	\$487,000.00	\$535,000.00	\$360,000.00	\$1,525,000.00	\$215,000.00	\$3,122,000.00
Uses Of Funds						
Total Underwriter's Discount (1.000%)	4,150.00	5,350.00	3,600.00	15,250.00	2,150.00	30,500.00
Costs of Issuance	7,619.67	9,822.95	6,609.84	28,000.00	3,947.54	56,000.00
Deposit to Project Construction Fund	474,038.65	520,537.94	349,328.89	1,478,495.43	212,525.69	3,034,926.60
Rounding Amount	1,191.68	(710.89)	461.27	3,254.57	(3,623.23)	573.40
Total Uses	\$487,000.00	\$535,000.00	\$360,000.00	\$1,525,000.00	\$215,000.00	\$3,122,000.00

City of Maple Plain, Minnesota

\$3,050,000 General Obligation Improvement Bonds, Series 2014A

Issue Summary

Assumes Current Market BQ AA+ Credit Enhanced Rates plus 15bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessments	Sanitary Sewer Rev	Water Main Rev	Storm Sewer Rev	Storm/Drainage Rev	Levy/(Surplus)
02/01/2015	-	-	47,985.76	47,985.76	50,385.05	-	6,883.35	8,826.24	5,996.77	3,496.88	25,181.81
02/01/2016	125,000.00	0.550%	76,437.50	201,437.50	211,509.38	65,383.16	17,143.55	22,720.88	16,999.76	16,070.25	73,191.79
02/01/2017	125,000.00	0.850%	75,750.00	200,750.00	210,787.50	65,383.16	17,056.92	22,605.38	16,913.13	16,012.50	72,816.41
02/01/2018	130,000.00	1.050%	74,687.50	204,687.50	214,921.88	65,383.16	16,923.05	27,676.88	16,779.26	15,923.25	72,236.29
02/01/2019	135,000.00	1.300%	73,322.50	208,322.50	218,738.63	65,383.17	22,007.67	27,401.26	16,613.87	15,813.00	71,519.66
02/01/2020	135,000.00	1.600%	71,567.50	206,567.50	216,895.88	65,383.16	21,734.67	27,060.01	16,409.13	15,676.50	70,632.41
02/01/2021	135,000.00	1.850%	69,407.50	204,407.50	214,627.88	65,383.17	21,398.67	26,640.01	16,157.12	15,508.50	69,540.41
02/01/2022	140,000.00	2.050%	66,910.00	206,910.00	217,255.50	65,383.16	21,010.17	26,154.38	15,865.76	15,314.25	73,527.79
02/01/2023	140,000.00	2.150%	64,040.00	204,040.00	214,242.00	65,383.17	20,579.67	25,616.26	15,542.87	15,099.00	72,021.04
02/01/2024	140,000.00	2.350%	61,030.00	201,030.00	211,081.50	65,383.16	20,128.17	25,051.88	15,204.25	14,873.25	70,440.80
02/01/2025	140,000.00	2.450%	57,740.00	197,740.00	207,627.00	65,383.16	19,634.67	24,435.01	14,834.12	14,626.50	68,713.55
02/01/2026	150,000.00	2.600%	54,310.00	204,310.00	214,525.50	65,383.15	19,120.17	23,791.88	19,698.26	14,369.25	72,162.79
02/01/2027	150,000.00	2.750%	50,410.00	200,410.00	210,430.50	65,383.15	18,574.17	23,109.38	19,152.26	14,096.25	70,115.30
02/01/2028	155,000.00	2.900%	46,285.00	201,285.00	211,349.25	65,383.17	17,996.67	22,387.50	18,574.76	13,807.50	73,199.66
02/01/2029	160,000.00	3.000%	41,790.00	201,790.00	211,879.50	65,383.15	17,387.67	26,876.26	17,965.76	13,503.00	70,763.67
02/01/2030	170,000.00	3.100%	36,990.00	206,990.00	217,339.50	65,383.17	22,007.67	25,931.25	17,335.76	13,188.00	73,493.66
02/01/2031	170,000.00	3.250%	31,720.00	201,720.00	211,806.00	65,383.15	21,193.92	24,954.76	16,684.76	12,862.50	70,726.92
02/01/2032	175,000.00	3.350%	26,195.00	201,195.00	211,254.75	65,383.15	20,340.80	23,931.01	16,002.26	12,521.25	73,076.29
02/01/2033	180,000.00	3.450%	20,332.50	200,332.50	210,349.13	65,383.16	19,461.41	22,875.76	15,298.76	17,419.50	69,910.54
02/01/2034	195,000.00	3.550%	14,122.50	209,122.50	219,578.63	65,383.17	18,555.80	27,039.00	19,824.26	16,876.13	71,900.28
02/01/2035	200,000.00	3.600%	7,200.00	207,200.00	217,560.00	65,383.15	17,623.92	25,734.38	18,892.38	16,317.00	73,609.17
Total	\$3,050,000.00	-	\$1,068,233.26	\$4,118,233.26	\$4,324,144.92	\$1,307,663.20	\$396,762.74	\$510,819.31	\$346,745.20	\$303,374.25	\$1,458,780.23

Significant Dates

Dated	6/15/2014
First Coupon Date	2/01/2015

Yield Statistics

Bond Year Dollars	\$36,359.72
Average Life	11.921 Years
Average Coupon	2.9379577%
Net Interest Cost (NIC)	3.0218417%
True Interest Cost (TIC)	2.9965791%
Bond Yield for Arbitrage Purposes	2.8939992%
All Inclusive Cost (AIC)	3.1887390%

City of Maple Plain, Minnesota

\$415,000 General Obligation Improvement Bonds, Series 2014A

Sanitary Sewer

Assumes Current Market BQ AA+ Credit Enhanced Rates plus 15bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Sanitary Sewer Assessments	Sanitary Sewer Rev
02/01/2015	-	-	6,555.57	6,555.57	6,883.35	-	6,883.35
02/01/2016	15,000.00	0.550%	10,442.50	25,442.50	26,714.63	9,571.08	17,143.55
02/01/2017	15,000.00	0.850%	10,360.00	25,360.00	26,628.00	9,571.08	17,056.92
02/01/2018	15,000.00	1.050%	10,232.50	25,232.50	26,494.13	9,571.08	16,923.05
02/01/2019	20,000.00	1.300%	10,075.00	30,075.00	31,578.75	9,571.08	22,007.67
02/01/2020	20,000.00	1.600%	9,815.00	29,815.00	31,305.75	9,571.08	21,734.67
02/01/2021	20,000.00	1.850%	9,495.00	29,495.00	30,969.75	9,571.08	21,398.67
02/01/2022	20,000.00	2.050%	9,125.00	29,125.00	30,581.25	9,571.08	21,010.17
02/01/2023	20,000.00	2.150%	8,715.00	28,715.00	30,150.75	9,571.08	20,579.67
02/01/2024	20,000.00	2.350%	8,285.00	28,285.00	29,699.25	9,571.08	20,128.17
02/01/2025	20,000.00	2.450%	7,815.00	27,815.00	29,205.75	9,571.08	19,634.67
02/01/2026	20,000.00	2.600%	7,325.00	27,325.00	28,691.25	9,571.08	19,120.17
02/01/2027	20,000.00	2.750%	6,805.00	26,805.00	28,145.25	9,571.08	18,574.17
02/01/2028	20,000.00	2.900%	6,255.00	26,255.00	27,567.75	9,571.08	17,996.67
02/01/2029	20,000.00	3.000%	5,675.00	25,675.00	26,958.75	9,571.08	17,387.67
02/01/2030	25,000.00	3.100%	5,075.00	30,075.00	31,578.75	9,571.08	22,007.67
02/01/2031	25,000.00	3.250%	4,300.00	29,300.00	30,765.00	9,571.08	21,193.92
02/01/2032	25,000.00	3.350%	3,487.50	28,487.50	29,911.88	9,571.08	20,340.80
02/01/2033	25,000.00	3.450%	2,650.00	27,650.00	29,032.50	9,571.09	19,461.41
02/01/2034	25,000.00	3.550%	1,787.50	26,787.50	28,126.88	9,571.08	18,555.80
02/01/2035	25,000.00	3.600%	900.00	25,900.00	27,195.00	9,571.08	17,623.92
Total	\$415,000.00	-	\$145,175.57	\$560,175.57	\$588,184.35	\$191,421.61	\$396,762.74

Significant Dates

Dated	6/15/2014
First Coupon Date	2/01/2015

Yield Statistics

Bond Year Dollars	\$4,955.53
Average Life	11.941 Years
Average Coupon	2.9295683%
Net Interest Cost (NIC)	3.0133131%
True Interest Cost (TIC)	2.9886392%
Bond Yield for Arbitrage Purposes	2.8939992%
All Inclusive Cost (AIC)	3.1801804%

City of Maple Plain, Minnesota

\$535,000 General Obligation Improvement Bonds, Series 2014A

Water Main

Assumes Current Market BQ AA+ Credit Enhanced Rates plus 15bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessments	Water Main Rev
02/01/2015	-	-	8,405.94	8,405.94	8,826.24	-	8,826.24
02/01/2016	20,000.00	0.550%	13,390.00	33,390.00	35,059.50	12,338.62	22,720.88
02/01/2017	20,000.00	0.850%	13,280.00	33,280.00	34,944.00	12,338.62	22,605.38
02/01/2018	25,000.00	1.050%	13,110.00	38,110.00	40,015.50	12,338.62	27,676.88
02/01/2019	25,000.00	1.300%	12,847.50	37,847.50	39,739.88	12,338.62	27,401.26
02/01/2020	25,000.00	1.600%	12,522.50	37,522.50	39,398.63	12,338.62	27,060.01
02/01/2021	25,000.00	1.850%	12,122.50	37,122.50	38,978.63	12,338.62	26,640.01
02/01/2022	25,000.00	2.050%	11,660.00	36,660.00	38,493.00	12,338.62	26,154.38
02/01/2023	25,000.00	2.150%	11,147.50	36,147.50	37,954.88	12,338.62	25,616.26
02/01/2024	25,000.00	2.350%	10,610.00	35,610.00	37,390.50	12,338.62	25,051.88
02/01/2025	25,000.00	2.450%	10,022.50	35,022.50	36,773.63	12,338.62	24,435.01
02/01/2026	25,000.00	2.600%	9,410.00	34,410.00	36,130.50	12,338.62	23,791.88
02/01/2027	25,000.00	2.750%	8,760.00	33,760.00	35,448.00	12,338.62	23,109.38
02/01/2028	25,000.00	2.900%	8,072.50	33,072.50	34,726.13	12,338.63	22,387.50
02/01/2029	30,000.00	3.000%	7,347.50	37,347.50	39,214.88	12,338.62	26,876.26
02/01/2030	30,000.00	3.100%	6,447.50	36,447.50	38,269.88	12,338.63	25,931.25
02/01/2031	30,000.00	3.250%	5,517.50	35,517.50	37,293.38	12,338.62	24,954.76
02/01/2032	30,000.00	3.350%	4,542.50	34,542.50	36,269.63	12,338.62	23,931.01
02/01/2033	30,000.00	3.450%	3,537.50	33,537.50	35,214.38	12,338.62	22,875.76
02/01/2034	35,000.00	3.550%	2,502.50	37,502.50	39,377.63	12,338.63	27,039.00
02/01/2035	35,000.00	3.600%	1,260.00	36,260.00	38,073.00	12,338.62	25,734.38
Total	\$535,000.00	-	\$186,515.94	\$721,515.94	\$757,591.74	\$246,772.43	\$510,819.31

Significant Dates

Dated	6/15/2014
First Coupon Date	2/01/2015

Yield Statistics

Bond Year Dollars	\$6,360.86
Average Life	11.889 Years
Average Coupon	2.9322436%
Net Interest Cost (NIC)	3.0163517%
True Interest Cost (TIC)	2.9905467%
Bond Yield for Arbitrage Purposes	2.8939992%
All Inclusive Cost (AIC)	3.1829967%

City of Maple Plain, Minnesota

\$360,000 General Obligation Improvement Bonds, Series 2014A

Storm Sewer

Assumes Current Market BQ AA+ Credit Enhanced Rates plus 15bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessments	Storm Sewer Rev
02/01/2015	-	-	5,711.21	5,711.21	5,996.77	-	5,996.77
02/01/2016	15,000.00	0.550%	9,097.50	24,097.50	25,302.38	8,302.62	16,999.76
02/01/2017	15,000.00	0.850%	9,015.00	24,015.00	25,215.75	8,302.62	16,913.13
02/01/2018	15,000.00	1.050%	8,887.50	23,887.50	25,081.88	8,302.62	16,779.26
02/01/2019	15,000.00	1.300%	8,730.00	23,730.00	24,916.50	8,302.63	16,613.87
02/01/2020	15,000.00	1.600%	8,535.00	23,535.00	24,711.75	8,302.62	16,409.13
02/01/2021	15,000.00	1.850%	8,295.00	23,295.00	24,459.75	8,302.63	16,157.12
02/01/2022	15,000.00	2.050%	8,017.50	23,017.50	24,168.38	8,302.62	15,865.76
02/01/2023	15,000.00	2.150%	7,710.00	22,710.00	23,845.50	8,302.63	15,542.87
02/01/2024	15,000.00	2.350%	7,387.50	22,387.50	23,506.88	8,302.63	15,204.25
02/01/2025	15,000.00	2.450%	7,035.00	22,035.00	23,136.75	8,302.63	14,834.12
02/01/2026	20,000.00	2.600%	6,667.50	26,667.50	28,000.88	8,302.62	19,698.26
02/01/2027	20,000.00	2.750%	6,147.50	26,147.50	27,454.88	8,302.62	19,152.26
02/01/2028	20,000.00	2.900%	5,597.50	25,597.50	26,877.38	8,302.62	18,574.76
02/01/2029	20,000.00	3.000%	5,017.50	25,017.50	26,268.38	8,302.62	17,965.76
02/01/2030	20,000.00	3.100%	4,417.50	24,417.50	25,638.38	8,302.62	17,335.76
02/01/2031	20,000.00	3.250%	3,797.50	23,797.50	24,987.38	8,302.62	16,684.76
02/01/2032	20,000.00	3.350%	3,147.50	23,147.50	24,304.88	8,302.62	16,002.26
02/01/2033	20,000.00	3.450%	2,477.50	22,477.50	23,601.38	8,302.62	15,298.76
02/01/2034	25,000.00	3.550%	1,787.50	26,787.50	28,126.88	8,302.62	19,824.26
02/01/2035	25,000.00	3.600%	900.00	25,900.00	27,195.00	8,302.62	18,892.38
Total	\$360,000.00	-	\$128,378.71	\$488,378.71	\$512,797.65	\$166,052.45	\$346,745.20

Significant Dates

Dated	6/15/2014
First Coupon Date	2/01/2015

Yield Statistics

Bond Year Dollars	\$4,346.00
Average Life	12.072 Years
Average Coupon	2.9539510%
Net Interest Cost (NIC)	3.0367858%
True Interest Cost (TIC)	3.0125314%
Bond Yield for Arbitrage Purposes	2.8939992%
All Inclusive Cost (AIC)	3.2028785%

City of Maple Plain, Minnesota

\$1,525,000 General Obligation Improvement Bonds, Series 2014A

Street

Assumes Current Market BQ AA+ Credit Enhanced Rates plus 15bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% of Total	Assessments	Levy/(Surplus)
02/01/2015	-	-	23,982.68	23,982.68	25,181.81	-	25,181.81
02/01/2016	65,000.00	0.550%	38,202.50	103,202.50	108,362.63	35,170.84	73,191.79
02/01/2017	65,000.00	0.850%	37,845.00	102,845.00	107,987.25	35,170.84	72,816.41
02/01/2018	65,000.00	1.050%	37,292.50	102,292.50	107,407.13	35,170.84	72,236.29
02/01/2019	65,000.00	1.300%	36,610.00	101,610.00	106,690.50	35,170.84	71,519.66
02/01/2020	65,000.00	1.600%	35,765.00	100,765.00	105,803.25	35,170.84	70,632.41
02/01/2021	65,000.00	1.850%	34,725.00	99,725.00	104,711.25	35,170.84	69,540.41
02/01/2022	70,000.00	2.050%	33,522.50	103,522.50	108,698.63	35,170.84	73,527.79
02/01/2023	70,000.00	2.150%	32,087.50	102,087.50	107,191.88	35,170.84	72,021.04
02/01/2024	70,000.00	2.350%	30,582.50	100,582.50	105,611.63	35,170.83	70,440.80
02/01/2025	70,000.00	2.450%	28,937.50	98,937.50	103,884.38	35,170.83	68,713.55
02/01/2026	75,000.00	2.600%	27,222.50	102,222.50	107,333.63	35,170.83	72,162.80
02/01/2027	75,000.00	2.750%	25,272.50	100,272.50	105,286.13	35,170.83	70,115.30
02/01/2028	80,000.00	2.900%	23,210.00	103,210.00	108,370.50	35,170.84	73,199.66
02/01/2029	80,000.00	3.000%	20,890.00	100,890.00	105,934.50	35,170.83	70,763.67
02/01/2030	85,000.00	3.100%	18,490.00	103,490.00	108,664.50	35,170.84	73,493.66
02/01/2031	85,000.00	3.250%	15,855.00	100,855.00	105,897.75	35,170.83	70,726.92
02/01/2032	90,000.00	3.350%	13,092.50	103,092.50	108,247.13	35,170.83	73,076.30
02/01/2033	90,000.00	3.450%	10,077.50	100,077.50	105,081.38	35,170.83	69,910.55
02/01/2034	95,000.00	3.550%	6,972.50	101,972.50	107,071.13	35,170.84	71,900.29
02/01/2035	100,000.00	3.600%	3,600.00	103,600.00	108,780.00	35,170.83	73,609.17
Total	\$1,525,000.00	-	\$534,235.18	\$2,059,235.18	\$2,162,196.94	\$703,416.71	\$1,458,780.23

Significant Dates

Dated	6/15/2014
First Coupon Date	2/01/2015

Yield Statistics

Bond Year Dollars	\$18,177.36
Average Life	11.920 Years
Average Coupon	2.9390140%
Net Interest Cost (NIC)	3.0229095%
True Interest Cost (TIC)	2.9978728%
Bond Yield for Arbitrage Purposes	2.8939992%
All Inclusive Cost (AIC)	3.1901093%

City of Maple Plain, Minnesota

\$215,000 General Obligation Improvement Bonds, Series 2014A

Drainage Improvements

Assumes Current Market BQ AA+ Credit Enhanced Rates plus 15bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+i	Storm Drainage
02/01/2015	-	-	3,330.36	3,330.36	3,496.88
02/01/2016	10,000.00	0.550%	5,305.00	15,305.00	16,070.25
02/01/2017	10,000.00	0.850%	5,250.00	15,250.00	16,012.50
02/01/2018	10,000.00	1.050%	5,165.00	15,165.00	15,923.25
02/01/2019	10,000.00	1.300%	5,060.00	15,060.00	15,813.00
02/01/2020	10,000.00	1.600%	4,930.00	14,930.00	15,676.50
02/01/2021	10,000.00	1.850%	4,770.00	14,770.00	15,508.50
02/01/2022	10,000.00	2.050%	4,585.00	14,585.00	15,314.25
02/01/2023	10,000.00	2.150%	4,380.00	14,380.00	15,099.00
02/01/2024	10,000.00	2.350%	4,165.00	14,165.00	14,873.25
02/01/2025	10,000.00	2.450%	3,930.00	13,930.00	14,626.50
02/01/2026	10,000.00	2.600%	3,685.00	13,685.00	14,369.25
02/01/2027	10,000.00	2.750%	3,425.00	13,425.00	14,096.25
02/01/2028	10,000.00	2.900%	3,150.00	13,150.00	13,807.50
02/01/2029	10,000.00	3.000%	2,860.00	12,860.00	13,503.00
02/01/2030	10,000.00	3.100%	2,560.00	12,560.00	13,188.00
02/01/2031	10,000.00	3.250%	2,250.00	12,250.00	12,862.50
02/01/2032	10,000.00	3.350%	1,925.00	11,925.00	12,521.25
02/01/2033	15,000.00	3.450%	1,590.00	16,590.00	17,419.50
02/01/2034	15,000.00	3.550%	1,072.50	16,072.50	16,876.13
02/01/2035	15,000.00	3.600%	540.00	15,540.00	16,317.00
Total	\$215,000.00	-	\$73,927.86	\$288,927.86	\$303,374.25

Significant Dates

Dated	6/15/2014
First Coupon Date	2/01/2015

Yield Statistics

Bond Year Dollars	\$2,519.97
Average Life	11.721 Years
Average Coupon	2.9336776%
Net Interest Cost (NIC)	3.0189960%
True Interest Cost (TIC)	2.9906645%
Bond Yield for Arbitrage Purposes	2.8939992%
All Inclusive Cost (AIC)	3.1858797%

IRS Form 8038

Net Interest Cost	2.9336776%
Weighted Average Maturity	11.721 Years

City of Maple Plain, Minnesota

\$850,500 General Obligation Improvement Bonds, Series 2014A

Assessments - Issue Summary

1.50% over TIC, Equal P&I, 30% Assessed (Bond Par Amount)

Assessments - Issue Summary

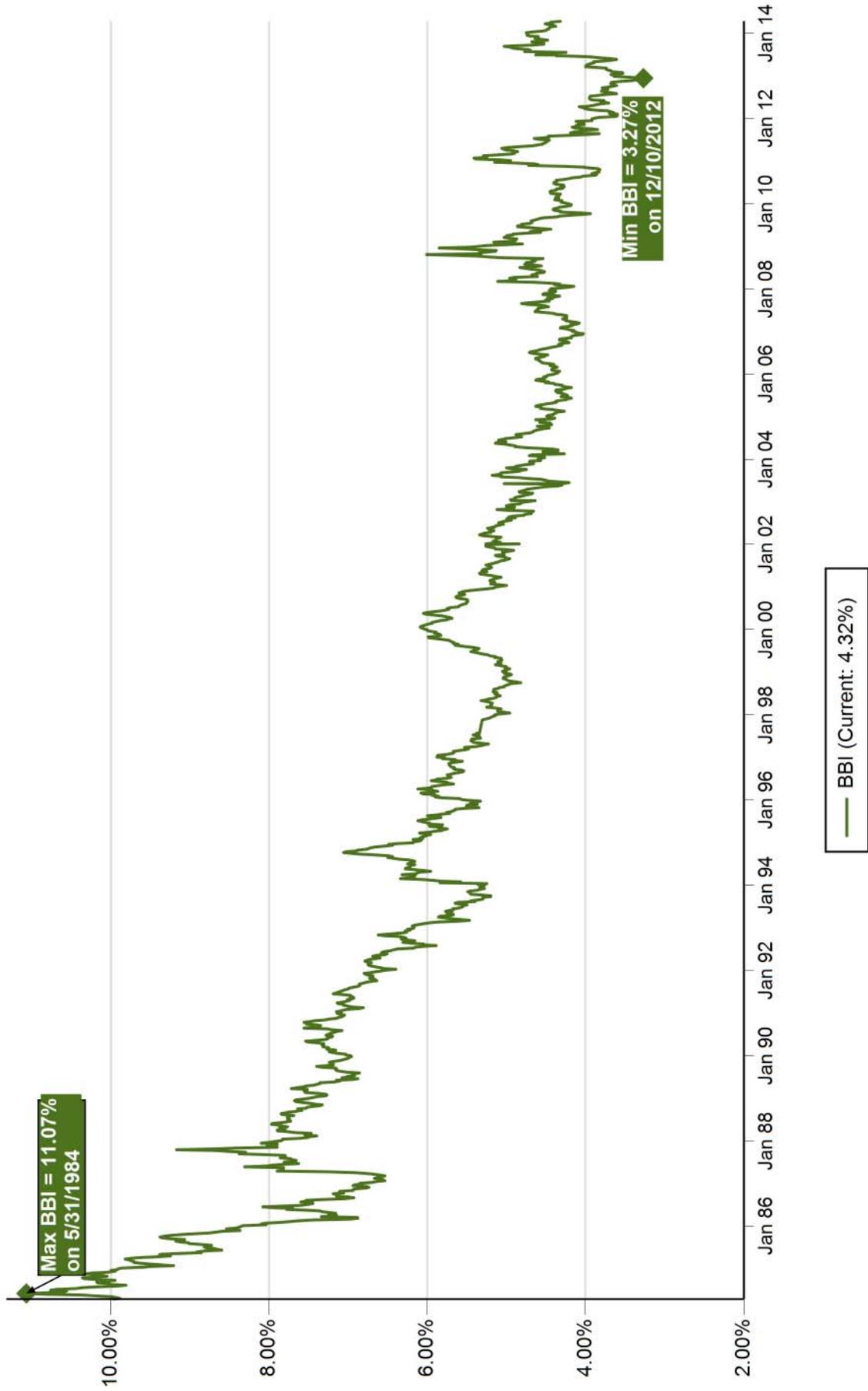
DATE	Sanitary Sewer	Water Main	Storm Sewer	Street	TOTAL
12/31/2015	9,571.08	12,338.62	8,302.62	35,170.84	65,383.16
12/31/2016	9,571.08	12,338.62	8,302.62	35,170.84	65,383.16
12/31/2017	9,571.08	12,338.62	8,302.62	35,170.84	65,383.16
12/31/2018	9,571.08	12,338.62	8,302.63	35,170.84	65,383.17
12/31/2019	9,571.08	12,338.62	8,302.62	35,170.84	65,383.16
12/31/2020	9,571.08	12,338.62	8,302.63	35,170.84	65,383.17
12/31/2021	9,571.08	12,338.62	8,302.62	35,170.84	65,383.16
12/31/2022	9,571.08	12,338.62	8,302.63	35,170.84	65,383.17
12/31/2023	9,571.08	12,338.62	8,302.63	35,170.83	65,383.16
12/31/2024	9,571.08	12,338.62	8,302.63	35,170.83	65,383.16
12/31/2025	9,571.08	12,338.62	8,302.62	35,170.83	65,383.15
12/31/2026	9,571.08	12,338.62	8,302.62	35,170.83	65,383.15
12/31/2027	9,571.08	12,338.63	8,302.62	35,170.84	65,383.17
12/31/2028	9,571.08	12,338.62	8,302.62	35,170.83	65,383.15
12/31/2029	9,571.08	12,338.63	8,302.62	35,170.84	65,383.17
12/31/2030	9,571.08	12,338.62	8,302.62	35,170.83	65,383.15
12/31/2031	9,571.08	12,338.62	8,302.62	35,170.83	65,383.15
12/31/2032	9,571.09	12,338.62	8,302.62	35,170.83	65,383.16
12/31/2033	9,571.08	12,338.63	8,302.62	35,170.84	65,383.17
12/31/2034	9,571.08	12,338.62	8,302.62	35,170.83	65,383.15
Total	\$191,421.61	\$246,772.43	\$166,052.45	\$703,416.71	\$1,307,663.20

Par Amounts Of Selected Issues

Series 2014A G-Sanitary Sewer	124,500.00
Series 2014A GO Im-Water Main	160,500.00
Series 2014A GO I-Storm Sewer	108,000.00
Series 2014A GO Imp Bo-Street	457,500.00
TOTAL	850,500.00

30 YEAR TREND IN MUNICIPAL BOND INDICES

Weekly Rates April, 1984 - April, 2014



The Bond Buyer "20 Bond Index" (BBI) shows average yields on a group of municipal bonds that mature in 20 years and have an average rating equivalent to Moody's Aa2 and S&P's AA.

Source: The Bond Buyer



EHLERS
LEADERS IN PUBLIC FINANCE

Resolution No. _____

Council Member _____ introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$3,050,000 General Obligation Improvement Bonds, Series 2014A**

- A. WHEREAS, the City Council of the City of Maple Plain, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$3,050,000 General Obligation Improvement Bonds, Series 2014A (the "Bonds"), to finance the construction of the Main Street West and Rainbow Avenue Utility and Street Improvements in the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maple Plain, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:00 p.m. on May 27, 2014, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 28th day of April, 2014.

City Administrator

Resolution No. _____

Council Member _____ introduced the following resolution and moved its adoption:

Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority

- A. WHEREAS, the City Council of the City of Maple Plain, Minnesota (the "City") proposes to issue its General Obligation Improvement Bonds (the "Bonds"), the proceeds of which will be used to finance the costs of construction, improvement or rehabilitation of water, sanitary sewer, and storm sewer facilities; and
- B. WHEREAS, the City Council hereby determines it is in the best interests of the City to apply to the Minnesota Public Facilities Authority (the "Authority") for credit enhancement of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maple Plain, Minnesota, as follows:

1. Approval of the Authority's Credit Enhancement Program Agreement. The Authority's Credit Enhancement Program Agreement (the "Agreement") is hereby approved, the same being before the City Council and made a part of this resolution by reference.
2. Authorization to Sign Agreement and Related Forms. The Mayor and the City Administrator are authorized to sign the Agreement on the City's behalf and to execute any other related forms prescribed by the Authority with respect to the Agreement.
3. Agreement to Comply with Minnesota Statutes, Section 446A.086. The City is entering into the Agreement with the Authority pursuant to Minnesota Statutes, Section 446A.086 (the "Act") and the City hereby agrees to comply with and be bound by the provisions of the Act.
4. Submission of the Agreement. The Mayor and City Administrator are hereby authorized to submit, on the City's behalf, the Agreement to the Authority, together with the nonrefundable application fee in the amount of \$500.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 28th day of April, 2014.

City Administrator

Resolution No. 14-0428-01

Council Member _____ introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$3,050,000 General Obligation Improvement Bonds, Series 2014A**

- A. WHEREAS, the City Council of the City of Maple Plain, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$3,050,000 General Obligation Improvement Bonds, Series 2014A (the "Bonds"), to finance the construction of the Main Street West and Rainbow Avenue Utility and Street Improvements in the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maple Plain, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:00 p.m. on May 27, 2014, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 28th day of April, 2014.

City Administrator

Resolution No. 14-0428-02

Council Member _____ introduced the following resolution and moved its adoption:

Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority

- A. WHEREAS, the City Council of the City of Maple Plain, Minnesota (the "City") proposes to issue its General Obligation Improvement Bonds (the "Bonds"), the proceeds of which will be used to finance the costs of construction, improvement or rehabilitation of water, sanitary sewer, and storm sewer facilities; and
- B. WHEREAS, the City Council hereby determines it is in the best interests of the City to apply to the Minnesota Public Facilities Authority (the "Authority") for credit enhancement of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maple Plain, Minnesota, as follows:

1. Approval of the Authority's Credit Enhancement Program Agreement. The Authority's Credit Enhancement Program Agreement (the "Agreement") is hereby approved, the same being before the City Council and made a part of this resolution by reference.
2. Authorization to Sign Agreement and Related Forms. The Mayor and the City Administrator are authorized to sign the Agreement on the City's behalf and to execute any other related forms prescribed by the Authority with respect to the Agreement.
3. Agreement to Comply with Minnesota Statutes, Section 446A.086. The City is entering into the Agreement with the Authority pursuant to Minnesota Statutes, Section 446A.086 (the "Act") and the City hereby agrees to comply with and be bound by the provisions of the Act.
4. Submission of the Agreement. The Mayor and City Administrator are hereby authorized to submit, on the City's behalf, the Agreement to the Authority, together with the nonrefundable application fee in the amount of \$500.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 28th day of April, 2014.

City Administrator

SLG Management Meeting Questions

Economy

1. Please discuss expectations for 2014 estimated market value and net tax capacity. Are there any notable appeals, developments, or loss of taxpayers that could alter values over the next two years?

Management

2. Please describe your process for setting revenue/expenditure assumptions
 - a. Line-item vs. zero-based, etc.
 - b. How many years of trends are analyzed?
 - c. Do you consult any outside sources (consultants, league of cities, etc.) for help?
3. How often do you typically provide budget-to-actual reports to the board/council?
 - a. How often do you typically amend your budget?
4. Do you have a formal or informal long-term capital plan?
 - a. How often is it updated?
 - b. Are funding sources identified?
 - c. Please provide a copy.
5. Do you have a formal or informal long-term financial plan?
 - a. Do you use a straight-line approach to set assumptions or factor in changing trends?
 - b. How often is the plan updated?
 - c. Is it shared with the board/council?
 - d. Please provide a copy.
6. Do you have your own debt management policy, or do you simply follow state guidelines? If you have your own, please provide a copy.
7. Do you have a formal or informal reserve target or policy?
 - a. What is the minimum reserve?
 - i. Is the target or policy set for the total, unrestricted, or unassigned balance?
 - b. Why was this particular amount chosen?
 - c. If formal, please provide a copy.
8. Do you have your own investment policy, or do you simply follow state guidelines?
 - a. If you have your own, please provide a copy.
 - b. How often are holdings and earnings reported to the board/council?
9. Has there been any recent management turnover?

Budgetary Flexibility

10. Please describe any expenditure cuts made in recent years.
 - a. Do you have capacity to further reduce expenditures? If so, please describe.
11. Do you have significant flexibility under tax caps (set by either state statute or local charter)?
 - a. If so, how much additional revenue could be raised without voter approval?

12. Have you increased taxes beyond inflationary levels in recent years?
 - a. If so, describe the increase and the amount of additional revenue generated.
 - b. Did the increase require voter approval?
13. Do you have any funds outside of the general fund, which you consider to be available for general operations?
 - a. Which funds?
 - b. What amounts are considered to be available?
14. What is your expected general fund balance (as a percentage of expenditures) at the upcoming fiscal year-end and the subsequent fiscal year-end? Do you expect it to exceed 30% of expenditures?

Budgetary Performance

15. Have you received any recent one-time revenues (FEMA funds, atypical state aid payments, lawsuit settlements, etc.)?
 - a. What are the amounts, and why were they received?
16. Do you anticipate any needed transfers to help support the enterprise funds in the near future? If so, how much and why/when?
17. Have you deferred any capital expenditures that will need to be made in the near future?
 - a. If so, what was delayed, and why?
 - b. How much will be spent and from what funding source (general fund, capital projects fund, bond proceeds, etc.)?
18. Please discuss the 2013 general and governmental fund results:
 - a. Did the city raise taxes by more than inflationary rate in 2013?
19. What are your projected revenues, expenditures, and net transfers in your general fund for the *current* and *upcoming* fiscal year?
20. What are your projected revenues and expenditures in your total governmental funds for the *current* and *upcoming* fiscal year?

Liquidity

21. What is your expected total governmental funds cash balance at the *current* and *upcoming* fiscal year-end?
22. Please discuss what rate of return the city budgets for regarding investments. Is it greater than 3%? Please be ready to discuss how liquid city investments are and whether 2013 cash and investments on the statement of net assets includes any unspent bond proceeds.
23. Do you have any contingent liabilities potentially coming due within the next year (legal settlements, swap termination payments, etc.)?
 - a. If so, please describe the amount you expect to pay and when.
24. Please describe any short-term liquidity facilities you are using.
 - a. For what purpose are you using them (general operations, capital expenditures, claim settlement, etc.)?
 - b. If they are committed bank lines, what amount has been drawn, and what amount remains?
25. Do you have any variable rate debt or direct purchase obligations?

- a. What are the interest rate risks? Please describe any hedging mechanisms in place.
 - b. Do you have any upcoming swap termination payments or collateral postings in the near future? Please describe the amounts and potential timeframe for payment.
26. What is the frequency of your non-GO debt issuance, if any, and what types of securities are issued?
27. Do you have any bullet maturity debt payments due within the next year?
- a. What are the amounts due?
 - b. How will they be paid (general fund monies, increased property tax levy, etc.)?
28. Have you been issuing debt for at least the past 15 years, or has it been more recent?
29. If you have bond anticipation notes (or other interim financing) outstanding, when do you anticipate them being refinanced?
- a. Is there significant local interest in the project they are financing?

Debt & Contingent Liabilities

30. What are your debt plans for the next two years (par amount and intended use of the proceeds)?
31. If you have debt backed by utility revenues, do you expect to have to use funds other than the special revenue funds to help pay debt service?
- a. Which funds?
 - b. How much will be needed?
32. Please confirm that that city retirees are responsible for own healthcare expenses (OPEB is just implicit liability of the city).
33. Are there any lawsuits pending against your municipality that could warrant a payment in the near future?
- a. Please describe the suit and the amount at stake, as well as the anticipated timing of any potential payment.