AGENDA
CITY COUNCIL - BUSINESS MEETING
MAPLE PLAIN CITY HALL
March 23, 2026
7:00 PM

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1. **WELCOME**
2. **CALL TO ORDER**
3. **PLEDGE OF ALLEGIANCE**
4. **ADOPT AGENDA**
5. **VISITORS TO BE HEARD** (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.)
6. **CONSENT AGENDA**
   - **A.** Art in the Park Event
   - **B.** Party in the Park Event
   - **C.** Letter of Support for The City of Corcoran
   - **D.** Approve Water Supply Plan
7. **ACCOUNTS PAYABLE**
   - **A.** City Bills $404,790.03
   - **B.** ACH Bills $13,998.03
   - **C.** 2024 Street Reconstruction $1,149.00
8. **STAFF REPORTS**
   - **A.** Fire Department
   - **B.** West Hennepin Public Safety
   - **C.** City Engineer
   - **D.** Public Works
   - **E.** City Planner
   - **F.** Administration & Finance

This meeting will be recorded and then posted to the City website within 3 to 5 business days.
The City Council may meet as a group for dinner.

9. OLD BUSINESS

- **A.** Resolution 2026-0323-01 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Veterans Memorial Park
- **B.** Resolution 2026-0323-02 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Rainbow Park
- **C.** Resolution 2026-0323-03 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Bryantwood Park

10. NEW BUSINESS

- **A.** Resolution 2026-0323-04 Delegating Authority to the City Administrator to Pay Claims Via ACH and Make Electronic Transfers
- **B.** Resolution 2026-0323-05 Accepting the SolarApp+ Grant $15,000
- **C.** Resolution 2026-0323-06 Authorization to Create and Transfer Funds
- **D.** Resolution 2026-0323-07 Application To The Drinking Water Revolving Fund For The Replacement Of Lead Service Lines
- **E.** Resolution 2026-0323-08 Approving 2023 II Grant Program Funds Reimbursement Participation From Metropolitan Council Environmental Services
- **F.** Resolution 2026-0323-09 Accepting Bids For The 2026 Industrial Street Improvements Project
- **G.** Ordinance 2026-351 Amending the City Fee Schedule

11. 1800 PIONEER CREEK CENTER- PROJECT

- **A.** City Planner Summary Report
- **B.** Ordinance 2026-353 An Ordinance Amending Section 10-453 Of The Maple Plain City Code To Add A Definition For Office Campus
- **C.** Ordinance 2026-353 An Ordinance Amending Section 10-453 Of The Maple Plain City Code To Add A Definition For Office Campus Summary Publication
- **D.** Resolution 2026-0323-11 Approving The Request For Site Plan Review To Allow The Re-Use Of The Existing Office Building For As An Office Campus On The Properties Located At 1800 Pioneer Creek Center

12. COUNCIL REPORTS AND OTHER BUSINESS

13. ADJOURNMENT

This meeting will be recorded and then posted to the City website within 3 to 5 business days.
The City Council may meet as a group for dinner.

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Consent Agenda
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION:	Approve Consent Agenda

Consent Agenda Items:

A. Art in the Park Event
B. Party in the Park Event
C. Letter of Support for The City of Corcoran
D. Approve Water Supply Plan

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Art in the Park Event
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: Approve as part of the Consent Agenda	

Summary

Please review the Art in the Park Facility Reservation Application.

Facility Reservation and Use Application & Agreement

Full Name ("User")	Genna Torney		
Organization	Orono Community Ed		
Address	[redacted]		
City/State/ZIP	[redacted]		
Event Type	Art in the Park	# Attendees	500+
Phone	[redacted]	Email	[redacted]
Facility to Reserve	Veterans Memorial park	Fee	
Add'l Facilities/Services	Cones, truck, bathrooms, power	Fee(s)	
Use Date	9/22/26	Use Time	1:00 set up 5:00 – 7:00 event + clean up time
Event to Include? *(add'l rules may apply)*	o Alcohol o Gambling (Bingo/Raffle) X Live Music o None of the Above		

Office Use Only			
Resident/Local Org? o Yes o No		**Total Fee(s)**	Receipt #
Damage Deposit	o Not Required	o $100	Check #
Cleaning Deposit *(Event > 100)*	o Not Required	o $200	Check #
Requires City Council Approval?	o Yes o No		

In consideration of the mutual promises and agreements contained herein, the City of Maple Plain ("City"), a Minnesota municipal corporation, hereby grants to User the right to use the City Facility (defined below) under the following terms and conditions:

User shall utilize the Public Facility in a manner consistent with the attached **City of Maple Plain Facility Reservation & Use Policy** and said policies are a material part of this City of Maple Plain Facility Reservation & Use Application & Agreement ("Agreement") and are made a part of and incorporated herein.

User may utilize the Public Facility as detailed in this Agreement on the Use Date and at the Use Time with the above limitations.

RELEASE AND INDEMNITY. User agrees that it shall release, defend, indemnify and hold harmless the City, its elected and appointed officials, employees, consultants and agents ("Indemnitees") from and against any claim, demand, lawsuit, judgment, fine, loss, damage, expense, attorney's and other professional fees, which relate to, arise out of or occur during User's use of the Public Facility, whether relating to activities of conditions on the premises or off the premises of the Public Facility, and whether or not any of the Indemnitees are determined or alleged to be negligent. The User agrees that it shall be totally responsible for all loss or damage, or claims made by any person or party which concerns the use or condition of the Facility during the term of this Agreement. Indemnitees shall not be responsible for any loss, damage, or claims.

To the extent User contracts with any company, organization, caterer, or individual for any part of the activit forth herein, User shall require that such contractor execute an agreement to release, defend, indemnify, and hold harmless the Indemnified Parties to the same extent as set forth above.

LEGAL EXPENSES. In the event a claim is made by City whether or not an actual lawsuit results from the claim, for recovery of any amount due under the provisions of this Agreement or because of the breach of any other covenant, term or condition herein contained on the part of the User to be observed or performed, User shall pay to City all expenses incurred by City relating to the claim including reasonable attorney's fees.

AUTHORITY TO EXECUTE AGREEMENT AND RESPONSIBILITY OF OTHERS. The User agrees that if this Agreement is executed on behalf of an organization, that the organization has expressly authorized the undersigned to enter into this Agreement on behalf of the organization and that the undersigned signature shall bind the organization. City may request such further evidence of authority to enter into this Agreement from the User, as City may deem appropriate. To the extent that more than one organization or more than one person has signed this Agreement as User, each of them understand that each is jointly and severally liable for all obligations of User under this Agreement. In addition, User represents that it shall, prior to commencement of the term of this Lease, ensure that all persons involved in supervising and conducting the activities on and in the Public Facility are familiar with all terms and conditions of this Agreement.

GENERAL PROVISIONS

- **"As Is".** The Public Facility is provided by the City in an as-is, where-as condition, without any liability or obligation on the part of City to make any alterations, improvements, repairs, or cleaning of any kind on or about the Public Facility prior to, during, or after the Use Date.
- **Entire Agreement.** This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral between the parties and contains the entire agreement between the parties.
- **Amendments.** Any modification or amendment to this Agreement shall require a written agreement signed by both parties.
- **Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- **Waiver.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- **Savings Clause.** If a court finds any portion of this Agreement to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of, such provision or a waiver of any other breach of or failure to comply with any other provision of this agreement.

SIGNATURES

I have fully read and understand the City of Maple Plain Facility Reservation & Use Policy dated April 26, 2021, and this Agreement in its entirety and agree to respect and obey all terms and conditions as provided for herein.

User:	**City:**
Nick Fainter	
Printed Name	Jacob Schillander, City Administrator
Signature	Date
[redacted] 2/26/26	
Date	Julie Maas-Kusske, Mayor* **Mayor Signature required only for City Council approvals.*
	Date

Facility Reservation and Use Policy

Adopted April 26, 2021

Reservation Procedures

Parties interested in reserving a City of Maple Plain ("City") public facility ("Public Facility") for private use must complete a Facility Reservation & Use Application and Agreement. Forms are available online or at Maple Plain City Hall.

The City Administrator may approve or deny Facility Reservation & Use Application unless City Council approval is necessary in accordance with City Code or this Policy. Applications denied by the City Administrator may appeal to the City Council. Applications requiring City Council approval must be submitted before the Tuesday prior to the fourth Monday of the month to be included in the City Council Regular Business Meeting agenda. Additional time may be required for larger events or those serving alcohol. Please contact with City Administrator to discuss the review timeline of your event.

All fees must be paid, and paperwork must be complete prior to Facility Reservation & Use Application review. Failure to pay fees or submit paperwork will result in the disqualification of the Facility Reservation & Use Application.

Reservation Fees

	Resident / Local Business or Organization*	Non-Resident / Other Business or Organization
Veterans Memorial Park Picnic Shelter	Free	$50
Veterans Memorial Park Band Shell	$50	$150
VMP Food Truck Electrical	$25/truck	$25/truck
VMP Softball Field (north)	Free	$50
Don Timpe Field (south)	$50/hour	$50/hour
Concession Stand *(excludes equipment)*	$25	$50
Sound Equipment	$25/hour	$25/hour
Rainbow Park Picnic Shelter	Free	$50
Rainbow Park Ballfields	Free	$50
City Council Chamber	Free	$100
Damage Deposit**	$100	$100

** For personal use only or for local use wherein the use of public facilities is not for the profit-generating purpose for a group or business.*

*** Damage Deposit not required in cases where Facility is utilized for Free, except for events with more than 50 people expected.*

All reservation fees are subject to any applicable tax at the current tax rate.

The Funeral or Memorial Service in honor of a resident may be charged the local rate even if the User does not qualify.

Any event seeking City co-sponsorship of their event may petition the City Council for a waiver of all or a portion of fees associated with the event.

User shall provide a damage deposit check when submitting the Facility Reservation & Use Application submittal. The damage deposit check will be held by the City and returned upon satisfactory inspection of the Public Facility and surrounding public property. User shall be held responsible for any damage to the Public Facility and surrounding public property that occurred as a result of the User's use. The damage deposit covers any structural, physical, or related damages to the Public Facility and surrounding public property, along with the removal of any City owned equipment from the Public Facility and surrounding public property. The User shall be responsible for the full costs to the City to repair or replace any damage to the Public Facility and surrounding public property that occurred as a result of the User's use. In the event said costs exceed the damage deposit, the User shall pay the difference.

If grill(s) are used, extinguish the fire, and dispose of residue prior to leaving the Public Facility. Do not place hot ash or embers in the garbage bins.

Note: Rainbow Park Ice Rink is not available for reservations.

Limitations on Gathering Size

Due to impacts on other park users, available parking spaces, or the maximum occupancy of indoor facilities, events shall be limited to the following number of attendees.

	Maximum Number of Attendees
Veterans Memorial Park Picnic Shelter	150
Veterans Memorial Park Band Shell	150
Rainbow Park Picnic Shelter	100
City Council Chamber	45
Don Timpe Field	200

Events where the attendees exceed the maximum may be canceled by the City with no notice and attendees required to disperse.

Events co-sponsored by the City may have attendees in excess of the above maximums subject to the approval of and conditions set by the City Council. Police coverage may be required for any event exceeding 200 attendees with those charges (approximately $95 per hour with 3-hour minimum) paid by the User.

In addition to the above maximums, events are subject to any limits set by state law or mandates, including by not limited to those addressing public health pandemics. Events should follow state and CDC recommendations and submit to the City appropriate documentation, such as a Pandemic Preparedness Plan.

Maintenance & Cleaning Fees

The following additional fees will be assessed for any additional custodial, maintenance, or grounds work that is required for any event with attendance over 100 people. A $200 deposit towards these fees is required at the time of Facility Reservation & Use Application submittal. These fees will be itemized, and the balance invoiced to the reserving organization once the duration of the facility reservation is completed. Fees are billed per hour / per employee.

	Weekday	**Weekends / Holidays**
Minimum Fee (2 hrs.)	$100	$150
Additional Hours	$50	$75

The City agrees to inspect the Park prior to the User's use. It shall be the responsibility of the User to clean up the Park immediately after use unless an exception is granted by the City Administrator or Council. All trash and recyclables MUST be put in the appropriate cans before leaving the Park. Do not overfill receptacles. If such cleanup work is not done, the City shall have the Park cleaned and User agrees to pay for the charges of this cleanup required to return the Park to the condition in which it was prior to the use of the User. Users are encouraged to document any damages or conditions existing upon their arrival and send to the City.

Additional fees not listed may be charged to you for your facility or field usage upon order of the City Council. Any additional fees billed to the reserving organization that are unpaid will result in legal actions to collect fees and may disqualify the reserving organization from any future facility reservations.

Certificate of Insurance; Indemnification

The City reserves the right to require user to provide a certificate of general liability insurance with per-occurrence and aggregate limits of not less than $1,500,000 and have the City listed as additional insured on the policy. Certificate of Insurance must be provided at the time of reservation.

User shall release, defend, indemnify, and hold harmless the City, its elected and appointed officials, employees, consultants, and agents from and against any claim, demand, lawsuit, judgment, fine, loss, damage, expense, attorney fees, and other professional fees, which relate to, arise out of or occur during User's use of the Public Facilities.

Closed for Seasonal Maintenance

On occasion, a field or facility will be closed for seasonal maintenance. Outdoor facilities, during this time, are subject to maintenance practices which include field overseeding, aeration, irrigation, or fertilization. Use of a particular sports field and indoor facilities during seasonal maintenance will be posted as off limits.

Alcohol

If alcohol is served, consumed, or sold during the use of the Public Facility, the User shall comply with all state and local laws, rules, regulations, and licensing requirements related to liquor. A permitted use under this Policy is not an approval by the City of state and local laws, rules, regulations, and licensing requirements related to liquor. All events serving or selling alcohol require City Council approval. The City reserves the right to prohibit the serving, consumption, or sale of alcohol within City parks and facilities, or to require police / security presence when consumption takes place. City Code states that consumption of alcoholic beverages in city parks is prohibited unless otherwise allowed by City Council.

Park Reservation Timeframe

- Park facility reservations are typically for a 4-hour time frame; 11 am to 3 pm or 4 pm to 8 pm. Alternate timeframes or extended reservations may be approved by the City Administrator.
- City parks are open to the public from 6 am to 11 pm. Restrooms will be kept open during park hours. The park is closed from 11 pm to 6 am.

Compliance with Laws

The User must comply with all local, state, and federal rules and regulations, including, but not limited to, the City Code.

Cancellations

User may cancel the use of the Public Facility by providing notice to the City. Amount of refund shall be dependent on amount of notice provided, according to the chart below.

	10 Day Notice	3 Day Notice	Less than 3 Days
Percentage of Fees Refunded	100%	50%	No Refund

The City reserves the right to cancel a reservation and refund any fees up to 72 hours prior to the date of use, or at any time when a state of emergency is declared by the City, the state, or federal government, or unsafe environmental or public health conditions exist in the opinion of the City. In such event, User agrees that the City shall have no responsibility or liability for any disruption or damages or loss which User may suffer or incur due to the cancellation. The City will notify the User as soon as possible if such cancellation occurs. All fees paid to the City shall be refunded if this agreement is cancelled by the City.

Safety and Appropriateness of Activities

User will not permit any activity in or on the Public Facility which will or could lead to damage to property, personal injury, any public or private nuisance, any adult use as defined in the City Code, Chapter 4, Article 2, or any other activity or condition which violates federal, state, or local law. User shall not damage or destroy the Public Facility nor allow any other person to damage or destroy the Public Facility during the term of this Lease. User recognizes that the Public Facility and surrounding public property are in close proximity to residential areas. Accordingly, User shall not conduct or permit activity on or in the Public Facility, which cause or might cause annoyance and disruption to residential neighborhoods.

No Improvements, Alterations, or Signs

User shall not (1) construct or install, or allow others to construct or install, any alterations, improvements, fixtures, or alterations to the Public Facility or (2) post or erect, or allow others to post or erect, any signs or announcements on or in the Public Facility and the surrounding public property, without City's prior written consent.

Other Terms & Conditions

- Priority reservation shall be provided to activities planned or organized or sponsored by the City.
- Recurring permitted uses are not currently prohibited; however, care should be taken to ensure residents and businesses have fair access to use city facilities.
- Due to their proximity, it is not recommended that Veterans Park Band Shell and Veterans Park Picnic Shelter be used by different parties at the same time.
- Up to three food trucks may be hired for a private event; however, that food truck may not sell to the general public. Additional fees apply.
- User shall not utilize the Public Facility to host a public event that might be construed as a "fair" or "market". Community fairs or markets may be co-hosted by the City. Call the City Administrator with questions.
- Any invoiced fees shall be paid by the User within 30 days of the invoice date. Failure to make such payment may result in the City making a claim in a court of competent jurisdiction.

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Party in the Park Event
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: Approve as part of the Consent Agenda	

Summary

Please review the Party in the Park Event Application.

Facility Reservation and Use Application & Agreement

Full Name ("User")	DAVE SHAUGHNESSY		
Organization	Rotary		
Address	[redacted]		
City/State/ZIP	55356		
Event Type	Annual	# Attendees	200
Phone	[redacted]	Email	[redacted]
Facility to Reserve	Veterans Memorial	Fee	ϕ
Add'l Facilities/Services		Fee(s)	ϕ
Use Date	6/6/17	Use Time	9AM – 11PM / 9AM – NOON
Event to Include? *(add'l rules may apply)*	✓ Alcohol ✓ Live Music	○ Gambling (Bingo/Raffle) ○ None of the Above	

Office Use Only			
Resident/Local Org? ○ Yes ○ No		**Total Fee(s)**	Receipt #
Damage Deposit	○ Not Required	○ $100	Check #
Cleaning Deposit *(Event > 100)*	○ Not Required	○ $200	Check #
Requires City Council Approval?	○ Yes	○ No	

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User may utilize the Public Facility as detailed in this Agreement on the Use Date and at the Use Time with the above limitations.

RELEASE AND INDEMNITY. User agrees that it shall release, defend, indemnify and hold harmless the City, its elected and appointed officials, employees, consultants and agents ("Indemnitees") from and against any claim, demand, lawsuit, judgment, fine, loss, damage, expense, attorney's and other professional fees, which relate to, arise out of or occur during User's use of the Public Facility, whether relating to activities of conditions on the premises or off the premises of the Public Facility, and whether or not any of the Indemnitees are determined or alleged to be negligent. The User agrees that it shall be totally responsible for all loss or damage, or claims made by any person or party which concerns the use or condition of the Facility during the term of this Agreement. Indemnitees shall not be responsible for any loss, damage, or claims.

OVR

To the extent User contracts with any company, organization, caterer, or individual for any part of the activ forth herein, User shall require that such contractor execute an agreement to release, defend, indemnify, a harmless the Indemnified Parties to the same extent as set forth above.

LEGAL EXPENSES. In the event a claim is made by City whether or not an actual lawsuit results from the claim, for recovery of any amount due under the provisions of this Agreement or because of the breach of any other covenant, term or condition herein contained on the part of the User to be observed or performed, User shall pay to City all expenses incurred by City relating to the claim including reasonable attorney's fees.

AUTHORITY TO EXECUTE AGREEMENT AND RESPONSIBILITY OF OTHERS. The User agrees that if this Agreement is executed on behalf of an organization, that the organization has expressly authorized the undersigned to enter into this Agreement on behalf of the organization and that the undersigned signature shall bind the organization. City may request such further evidence of authority to enter into this Agreement from the User, as City may deem appropriate. To the extent that more than one organization or more than one person has signed this Agreement as User, each of them understand that each is jointly and severally liable for all obligations of User under this Agreement. In addition, User represents that it shall, prior to commencement of the term of this Lease, ensure that all persons involved in supervising and conducting the activities on and in the Public Facility are familiar with all terms and conditions of this Agreement.

GENERAL PROVISIONS

- **"As Is".** The Public Facility is provided by the City in an as-is, where-as condition, without any liability or obligation on the part of City to make any alterations, improvements, repairs, or cleaning of any kind on or about the Public Facility prior to, during, or after the Use Date.
- **Entire Agreement.** This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral between the parties and contains the entire agreement between the parties.
- **Amendments.** Any modification or amendment to this Agreement shall require a written agreement signed by both parties.
- **Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- **Waiver.** The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.
- **Savings Clause.** If a court finds any portion of this Agreement to comply with any provision of this Agreement by the other party shall not be construed as, or constitute a continuing waiver of, such provision or a waiver of any other breach of or failure to comply with any other provision of this agreement.

SIGNATURES

I have fully read and understand the City of Maple Plain Facility Reservation & Use Policy dated April 26, 2021, and this Agreement in its entirety and agree to respect and obey all terms and conditions as provided for herein.

User:

DAVID C SHAUGHNESSY
Printed Name

Signature

3/10/26
Date

City:

Jacob Schillander, City Administrator

Date

Julie Maas-Kusske, Mayor*
**Mayor Signature required only for City Council approvals.*

Date

City of Maple Plain
5050 Independence St.
P.O. Box 97
Maple Plain, MN 55359
Office: (763) 479-0515
Fax: (763) 479-0519

SPECIAL EVENT PERMIT

APPLICATION MUST BE SUBMITTED AT LEAST 14 DAYS PRIOR TO EVENT

APPLICANT INFORMATION

Applicant Name Rotary Club of Orono MN	
Address Box [redacted]	**Phone Number** [redacted]
City, State, Zip [redacted]	**Email** [redacted]

Business Name	**Business Contact**
Address	**Phone Number**
City, State, Zip	**Email**

EVENT INFORMATION

Describe the event. Annual Party in the Park

Will event go past 10 p.m.? ☑ Yes ☐ No — 11 PM

# of Participants Expected: 200

Entry Fees: ☐ Yes ☑ No If yes, how much? $ / person

Event #1 Date 6/6/26

Event #1: Days of the week
☐ M ☐ T ☐ W ☐ Th ☐ F ☑ Sa ☑ Su

Start Times: 9 AM **End Times:** 11PM / NOON

Event #2 Date 6/7/26

Event #2: Days of the week
☐ M ☐ T ☐ W ☐ Th ☐ F ☐ Sa ☐ Su

Start Times: **End Times:**

Event #3 Date _____

Event #3: Days of the week
☐ M ☐ T ☐ W ☐ Th ☐ F ☐ Sa ☐ Su

Start Times: **End Times:**

Event Type
☐ Parade ☑ Festival ☐ Run/Walk ☐ Block Party ☐ Private Party (50+ Attendees)
☐ Sport Event ☐ Other, Explain:

Event Includes
☑ Alcohol ☑ Food Service ☐ Bingo/Raffles ☑ Live Music ☐ Amp'd Sound ☐ Animals
☑ Pedestrians ☑ Bicycles ☐ Floats ☑ Vehicles, # Expected:
☐ Games, Amusement Devices or Carnival Equipment, Explain:

Event Parking
Will event parking exceed on-site parking facilities available? ☐ Yes ☑ No
Will off-site parking be used? ☐ Yes ☐ No Permission obtained from property owner? ☐ Yes ☐ No
Closure of City streets required? ☐ Yes ☑ No Traffic control provided by: ☑ Not applicable
Delineation equipment provided by: ☐ Not applicable
☐ Barricades ☐ Signs ☑ Traffic Cones ☐ No Parking Signs ☐ Other:

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EVENT CONTACT INFORMATION

Chairperson, Event Manager or Director *(Person responsible for permit)*	
Name DAVE STRUTHERS	Daytime Phone
Address [redacted]	Cell Phone SAME
City, State, Zip [redacted]	Email

Organization Information	
Name Rotary	Daytime Phone
Address	Fax
City, State, Zip	Email

LIABILITY INFORMATION

If food is served, does business or organization have a license through Hennepin County? ☐ Yes. ☑ No.
(Iternant food license available at http://www.hennepin.us/itinerant.)

Date license was issued: Trucks will provide

If alcohol is served, does business or organization have a liquor license? ☐ Yes. ☑ No.

Date license was issued:

If organization or business does not have a liquor license, has one been applied for? ☑ Yes. ☐ No.

Date of application to City:

Date of background check:

Date of City Council approval:

Date of issuance:

Liability insurance of $1,000,000 is required for all events naming City as additional insured.
(Must be submitted with application.)

Date of insurance submitted to City: 3/10/26

Name of insurance carrier:

Site Map Required
A detailed site map of the event area **must** be attached to the application. The site map should show locations of food and beverage vendors, where activities will take place, location of restroom facilities, and location of any temporary infrastructures, such as tents or stages.

Applicant Signature Dave Struthers	Date of Application 3/10/26

OFFICE USE ONLY

Background Check	Approval & Permit Fees
☐ Referred to Director of Public Safety Recommendation: ☐ Approve. ☐ Deny. Date: Signature:_____ ☐ Liquor License Background Check ☐ N/A Recommendation: ☐ Approve. ☐ Deny. Date: Signature:_____	☐ Approved. ☐ Denied. Date: Signature:_____ ☐ License *(Per Event)* **$50** ☐ Amount Paid:_____ ☐ Received By:_____

Conditions of Approval? ☐ Yes. ☐ No.

Describe:

City of Maple Plain
5050 Independence St
P.O. Box 97
Maple Plain, MN 55359
Office: (763) 479-0515
Fax: (763) 479-0519

LIQUOR LICENSE APPLICATION

APPLICATION INFORMATION

☑ New Application	☐ Application Renewal	Date of Application 3/10/26

TYPE OF APPLICATION(S)

☐ On Sale ☐ Off Sale ☐ Sunday On Sale ☑ Wine & Beer On Sale ☐ 3.2 Beer Off Sale

APPLICANT INFORMATION

Applicant Name *(First, Middle, Last)* DAVE SHAUGHNESSY	
Address [redacted]	**Work Phone** [redacted]
City, State, Zip [redacted]	**Home Phone**
Date of Birth 3/13/63	**Cell Phone**
List all aliases:	

REFERENCES

[redacted]	[redacted]
[redacted]	[redacted]
[redacted]	[redacted]
[redacted]	[redacted]
[redacted]	[redacted]
[redacted]	[redacted]
[redacted]	[redacted]
[redacted]	[redacted]
[redacted]	[redacted]

[redacted]

BUSINESS INFORMATION

Years in Business	**Address of Premise**

Consumption of Liquor ☐ Inside Only ☑ Outside ☐ Inside & Patio ☐ Not Applicable

Worker's Compensation Insurer N\A	**Policy Number**

Must provide copy of insurance policy & coverages.

Owner Name *(First, Middle, Last)*		**Date of Birth**
Work Phone	**Home Phone**	**Cell Phone**
Owner Name *(First, Middle, Last)*		**Date of Birth**
Work Phone	**Home Phone**	**Cell Phone**

OVER

Applicant must provide the following with this application: fill out and attach the form prescribed by the Commissioner of Public Safety, proof of financial responsibility, and copy of liability insurance.

Applicants shall allow, per Maple Pain City Code, any peace officer, health officer, city employee or any other person designated by the City Council to conduct compliance checks and to otherwise enter, inspect, and search the premise of licensee during and after business hours during the time when customers remain on the premises without warrant.

I hereby verify that all of the above information is true and correct. I attest that all of the statements made by me on this liquor license application form and documents submitted are true, complete and correct to the best of my knowledge and belief, and are made in good faith. I understand that any false statements made with the intent to commit fraud, any fraudulent conduct, or any attempted deception by me or by others with my connivance, in any application, paper or document submitted, shall bar me from being issued a liquor license by the City of Maple Plain.

Pursuant to city of Maple Plain license requirements, per the MN State Statute 299C.72, West Hennepin Public Safety is authorized to conduct a criminal history check.

I hereby authorize West Hennepin Public Safety to conduct a criminal history check/background/record check and verify the information provided on this liquor license application.

Applicant Signature Paul C Shea **Date** 3/10/26

OFFICE USE ONLY

Application Received	**Submitted to WHPS**	**Received by WHPS**
Investigating Officer	**Investigation Complete**	
WHPS Recommendation ☐ Approve ☐ Deny	**Signature**	
Council Approval ☐ Approve ☐ Deny	**Outstanding Utilities/Taxes?** ☐ Yes ☐ No $	

☐ **New Application Fee – $500**	☐ **Application Renewal – $75**	☐ **Background Check $**

☐ **Liquor On-Sale $5,250**	☐ **Off Sale $240**	☐ **Sunday On Sale $200**	☐ **Wine/Beer On-Sale $250**
☐ **3.2 Beer Off-Sale $50**	☐ **Block Party $500**	☐ **Temporary 3.2 $25**	**Amount Due $**

Updated April 24, 2025

CERTIFICATE OF LIABILITY INSURANCE

03/13/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hylant Group Inc. 811 Madison Ave. Toledo, OH 43604	CONTACT NAME: Sara Humphries / Macy Gorrell PHONE (A/C, No, Ext): (419) 259-2710 FAX (A/C, No): (419) 255-7557 E-MAIL ADDRESS: Rotary@hylant.com
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Westchester Surplus Lines Ins — 10172
INSURED All Active U.S. Rotary Clubs & Districts Rotary Club of Orono MN ATTN: Risk Management Dept. 1560 Sherman Avenue Evanston, IL 60201	INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR X Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	X		G73578917 004	7/1/2025	7/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 500,000 $ $ 2,000,000 $ 4,000,000 $ 4,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY	X		G73578917 004	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	$ $
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

City of Maple Plain Minnesota

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Judy K. Wilson

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Executive Summary

City Council Business Meeting

AGENDA ITEM:	Corcoran Letter of Support
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: Approve as part of the Consent Agenda	

Summary

The City of Corcoran is requesting $10 million in state bonding to design and construct the MASTER (Multi-Agency Skills Training and Emergency Response) Facility, a regional public safety training and emergency operations campus. The facility would provide shared-use training infrastructure and a regional emergency operations and command center serving small and mid-sized law enforcement agencies across the northwest metropolitan area, including those providing services to Maple Plain.

The MASTER Facility addresses a documented gap in affordable, accessible, and consistent training opportunities for smaller agencies that face scheduling, cost, and capacity barriers at existing regional facilities. By consolidating training resources and providing modern, purpose-built spaces, the project strengthens regional emergency preparedness, supports mutual aid coordination, enhances officer safety, and promotes efficient use of public funds.

Benefit to Maple Plain

West Hennepin Public Safety, which provides law enforcement services to Maple Plain, relies heavily on limited state training reimbursements and must compete for access to regional training facilities that often prioritize larger agencies. The proposed MASTER Facility would provide a dependable, local, and cost-effective training option that supports high-quality ongoing

training without requiring Maple Plain or West Hennepin Public Safety to independently construct or maintain specialized facilities.

Access to scenario-based, virtual, live-fire, and K-9 training, along with a regional emergency operations and command center, would directly enhance readiness, compliance with state training requirements, and coordinated emergency response capabilities benefitting Maple Plain residents.

Readiness and Regional Value

Corcoran is well positioned to deliver the project, having secured the project site, completed planning studies, initiated public engagement, and assembled an experienced leadership team. Final design is anticipated in 2026, with construction beginning in 2027. As a publicly owned, shared-use facility, the MASTER Campus represents a long-term regional investment that reduces duplicative infrastructure while improving coordinated response across jurisdictions.

Recommendation

Authorize the City Administrator and Mayor to formally communicate the City of Maple Plain's support for the City of Corcoran's 2026 state bonding request for the MASTER Public Safety Facility, recognizing the significant regional public safety, fiscal, and operational benefits to Maple Plain and surrounding communities.

March 23, 2026

Representative Robbins
Minnesota House of Representatives
Centennial Office Building
658 Cedar St., St. Paul, MN 55155

Dear Representative Robbins,

I write as the City Administrator for the Maple Plain to respectfully request your support for the City of Corcoran's 2026 state bonding proposal of $10 million for the MASTER (Multi-Agency Skills Training and Emergency Response) Facility. This will be a regional public safety and training center that will directly benefit our community and the broader northwest metropolitan area.

Our region is rapidly growing, with communities like Corcoran, Dayton, Rogers, and others among the fastest expanding in the Twin Cities. As growth accelerates, so does the demand placed on our public safety agencies. Yet many of the law enforcement agencies serving this region, ours included, face significant challenges in accessing the high-quality, consistent, and affordable training necessary to maintain readiness, compliance, and community trust.

The MASTER Facility provides a long-term, cost-effective, and regionally sustainable solution.
This project will create a publicly owned, shared-use facility designed specifically for small and mid-sized agencies that struggle with limited access to existing training infrastructure.

The facility's key components include:

- A Regional Emergency Operations and Command Center to support multi-jurisdictional coordination during large-scale events or crises;
- A modern indoor training range that meets current safety and acoustic standards;
- Scenario-based and virtual training spaces to support crisis intervention, decision-making, and de-escalation;
- Dedicated indoor and outdoor K-9 training areas, the only such spaces in the metro; and
- A shared regional model that reduces redundant spending and strengthens emergency preparedness.

While the Maple Grove public safety campus plays an important role in the metro, the reality is that its membership structure, availability, and training focus often leave small and mid-sized departments without reliable access. The MASTER Facility would directly address this gap by ensuring that the officers who protect our communities receive the level of training they need and the residents deserve.

Corcoran is exceptionally well positioned to deliver this project. The City already owns the project site, has completed the necessary planning studies, and has a highly capable leadership team. Corcoran is

well prepared to bring this project to fruition with their experienced police chief, command staff, and a city manager with deep project management background. This is a project that is ready to move forward with design completion anticipated in 2026 and construction beginning in 2027.

For cities like ours, this facility will provide a dependable, local, and affordable training resource that we simply cannot build independently. It will also strengthen regional collaboration, enhance mutual-aid capabilities, and reduce the long-term cost burden on taxpayers by consolidating training needs into a single, shared, state-supported facility.

For these reasons, the City of Maple Plain strongly supports Corcoran's 2026 bonding request for the MASTER Facility, and I respectfully urge you to support this important regional investment. Your leadership will help ensure that growing communities like ours remain safe, well-prepared, and well-served for decades to come.

Thank you for your consideration and for your continued service to our region. I welcome the opportunity to provide additional information or discuss how this project will directly benefit our community.

Sincerely,

Jacob Kolander
City Administrator

With City Council Support

Julie M. Maas-Kusske
Mayor

March 23, 2026

Senator Limmer
Minnesota Senate
Minnesota Senate Building
95 University Ave W, St. Paul, MN 55103

Dear Senator Limmer,

I write as the City Administrator for the Maple Plain to respectfully request your support for the City of Corcoran's 2026 state bonding proposal of $10 million for the MASTER (Multi-Agency Skills Training and Emergency Response) Facility. This will be a regional public safety and training center that will directly benefit our community and the broader northwest metropolitan area.

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Thank you for your consideration and for your continued service to our region. I welcome the opportunity to provide additional information or discuss how this project will directly benefit our community.

Sincerely,



Jacob Kolander
City Administrator

With City Council Support



Julie M. Maas-Kusske
Mayor

City of Corcoran

MASTER (Multi-Agency Skills Training and Emergency Response) Facility

State Bonding Request: $10,000,000

Total Civic Campus Cost: Not to exceed $50,000,000

Project Summary

The City of Corcoran requests $10 million in state bonding to design and construct a MASTER Regional Public Safety Facility to be located within the City's planned municipal campus. The facility will provide emergency operations and regional command spaces to strengthen regional readiness, support mutual aid operations, and improve coordination with county, state, and federal partners during emergencies. The facility will offer centralized, modern training infrastructure for law enforcement agencies serving the north-west metropolitan region that currently lack adequate access to safe, affordable, and consistent training facilities.

The project supports regional collaboration, strengthens regional preparedness, improves officer safety, and reduces reliance on distant or temporary training locations and duplicative investments by individual agencies.

Why Corcoran?

Corcoran and our neighboring municipalities are some of the fastest growing areas in the Twin Cities in the last few years and are projected to continue. Long-term projections from the Metropolitan Council forecast shows significant percentage gains for several outer suburbs, with Corcoran, Dayton, and Victoria among those expected to grow substantially by 2050.

The City is best position for the project due to already owning the project site and they have completed planning studies to support the project. Public engagement is also underway with final designs anticipated in late 2026, construction commencing in 2027, and substantial completion in 2028. And finally, the City of Corcoran is uniquely staffed with the personnel to make this project happen. From the police chief and firearms instructor who are recognized and influential leaders in their fields, to the city manager's strong background in organizational leadership and project management, the City and its leadership team are well positioned to deliver a successful project that meets the needs of its region.

Public Purpose

The City of Corcoran proposes the creation of a publicly owned, shared-use facility designed to serve the needs of the area's multiple small and mid-sized law enforcement agencies. The project will improve emergency response readiness and interagency coordination as well as officer decision-making and de-escalation skills. By consolidating training resources, the project will ensure efficient use of public funds while enhancing safety for officers and the communities they serve.

Building on existing mutual-aid and training partnerships, the city will establish formal use agreements for the facility with small and mid-sized agencies that are centered on long-term shared use and that ensure reliable, timely, and equitable access.

Public Need - *What need will this fill that MG can't?*

The city of Corcoran and our neighboring communities believe maintaining strong relationships between peace officers and our residents they serve remains essential. This begins with preparing officers with a facility to develop the skills necessary to effectively and safely address the wide range of situations they may encounter in the field.
Seventy percent of police departments in Minnesota have fewer than 20 officers, and for many of these small agencies, state-allocated training reimbursements are their only source of funding for mandated professional development. As state training dollars continue to diminish, local departments are increasingly challenged to find cost-effective ways to keep officers in compliance with statutory requirements. The MASTER Public Safety Campus provides small agencies the opportunity to satisfy their mandatory training requirements for their officers at little to no cost in a space that is dedicated to small agency needs when the Maple Grove facility is at capacity and focused on larger agency training needs.

The membership structure of the Maple Grove facility places a priority on the significant training needs of the region's largest law enforcement agencies. As a result, there are various barriers for small and mid-sized law enforcement agencies to effectively and continuously train their personnel in the region. Access barriers include scheduling, availability, and finances, while there remain limitations at the facility to execute smaller scale specialized training. The current operating environment demands access to continuous dynamic intentional training capabilities that do not currently exist for small agencies.

Project Scope

Regional Emergency Operations and Command Center: A regional emergency operations and command center (EOC) is not just a facility—it is the core of coordinated public safety and continuity of government during times of crisis. When disasters strike or major incidents unfold, small and mid-sized law enforcement agencies often face immediate capacity challenges. A dedicated, secure command space equipped with interoperable communications and redundancy systems ensures that these agencies can continue operating without interruption. A regional EOC manages logistics, tracks assets, and allocates personnel and equipment where they are needed most. This prevents critical shortages, accelerates response times, and ensures equitable support across communities.

Small and Mid-Sized Agency Public Safety Training: centralized, modern training infrastructure for the small and mid-sized law enforcement agencies in the area that currently rely on expensive, distant, limited, or temporary facilities. The facility would include:

- **Indoor Training Range:** a modern, flexible, live-fire range meeting current safety and acoustic standards
- **Scenario-Based Training Spaces:** reconfigurable environments for realistic, hands-on training, including crisis response and de-escalation
- **Virtual Training Systems:** simulation technology that provides frequent, cost-effective training while reducing risk and operating costs
- **K-9 Training Areas:** the metro area's only dedicated, indoor and outdoor spaces supporting K-9 team training.

State Bonding Justification

State bonding is appropriate due to the project's regional public safety impact, long-term public ownership, and efficient shared-use model. The facility will provide lasting public benefits across multiple jurisdictions by reducing duplicative training infrastructure and strengthening regional preparedness.

Executive Summary

City Council Business Meeting

CONSENT AGENDA ITEM:	Water Supply Plan Certification
PREPARED BY:	Matt Bauman, Assistant City Engineer
RECOMMENDED ACTION: Approve as part of the Consent Agenda	

Summary

The Water Supply Plan is now officially approved by the MnDNR and requires the plan be certified by the City. The plan was originally prepared as part of the 2040 Comprehensive Plan process, but several items needed to be corrected. Those changes included updates to the Critical Water Deficiency Ordinances found in Appendix 7 that were adopted in February of 2025 and minor adjustments to tables within the report.

CERTIFICATE OF ADOPTION
WATER SUPPLY PLAN

City or Water System Name: City of Maple Plain

Name of Person Authorized to Sign Certificate on Behalf of the System: Jacob Schillander

Title: City Administrator

Address: 5050 Independence St PO Box 897 Maple Plain, MN 55359

Telephone: 763-479-0516

E-mail: jschillander@mapleplainmn.gov

I certify that the Water Supply Plan approved by the Department of Natural Resources has been adopted by the city council or utility board that has authority over water supply services.

Signed: Date:

Submit Certificate of Adoption through MPARS

Or mail this certificate to: DNR Waters
Water Permit Program Supervisor
500 Lafayette Road
St. Paul, MN 55155-4032

DEPARTMENT OF NATURAL RESOURCES

Minnesota Department of Natural Resources
Ecological and Water Resources
1200 Warner Road
St. Paul, MN 55106

March 2, 2026

City of Maple Plain
c/o Robert Schoen, City Administrator
505 Independence Street
Maple Plain, MN 55359

RE: Water Supply Plan Approval, City of Maple Plain, Appropriation Permit No. 1977-6403

Dear Mr. Schoen:

In accordance with Minnesota Statutes, Section 103G.291, Subdivision 3, and on behalf of the Commissioner of the DNR, I hereby conditionally **approve your Water Supply Plan that was received by the DNR on June 17, 2025.** The changes to Table 10 are approved. The City of Maple Plain will be notified to submit an updated water supply plan to the DNR before December 31, 2030. The approval of the City of Maple Plain water supply plan dated June 17, 2025, will expire when the DNR notifies the City of Maple Plain to update the City of Maple Plain water supply plan.

During the review of the City of Maple Plain's June 17, 2025, Water Supply Plan, the DNR noted the following:

Monitoring

The DNR is pleased to see that the City of Maple Plain is collecting multiple daily water levels from the production wells of the City of Maple Plain. We ask that the City of Maple Plain submit the water level data to Region3SWaterData.dnr@state.mn.us in the Ground Water Level Monitoring Spreadsheet (also available on the DNR Water Appropriations webpage) on an annual basis when reporting water use volumes as required by Water Appropriation Permit 1977-6403. When the DNR has received the surveyed elevations of the wells and the measuring points for the water levels, the DNR will place the water level information that has been

received from the City of Maple Plain into a database. Once the information is in the da
the City of Maple Plain may request the water level information from the DNR.

Unaccounted-For Water Volume

For the last thirty years, the local water supply plans have had a goal for unaccounted-for water of 10% or less of all the water pumped. The City of Maple Plain Water Supply Plan dated June 17, 2025, indicates that the City of Maple Plain's unaccounted-for water volume was as high as 41% of all the water pumped, but declined to less than 10% of all the water pumped in 2016 and 2017 after the water meters in the City of Maple Plain had been replaced. The DNR urges the City of Maple Plain to replace the water meters in the City of Maple Plain more frequently (the American Water Works Association recommends that residential meters be replaced or tested every 10 years) to maintain low unaccounted-for water volumes. The City of Maple Plain should remember that when the unaccounted-for water volumes exceed 40% of the total water pumped, nearly half of the money spent to produce the drinking water of the City of Maple Plain is also lost. Reducing the unaccounted-for water volume of the City of Maple Plain will save the City money.

Thank you for your efforts in planning for the future of the City of Maple Plain's water supply and for conserving the water resources of the State of Minnesota. If you have any questions or need additional assistance with the City's water appropriation permit, please contact me at (651) 259 - 5877.

Sincerely,

Joseph G. Richter

Digitally signed by Joseph G. Richter
Date: 2026.03.02 11:26:42 -06'00'

Joseph G. Richter
District Appropriation Hydrologist

cc: Ryan Toot, EWR North Metro Area Hydrologist
Megan Moore, DNR Region 3 South District Supervisor
John Gleason, DNR Hydrologist Supervisor
Minnesota Permitting and Reporting System (MPARS)

Local Water Supply Plan

Formerly called Water Emergency & Water Conservation Plan

October 2018

(Revised May 2025)

DEPARTMENT OF NATURAL RESOURCES

Table of contents

PART 1. WATER SUPPLY SYSTEM DESCRIPTION AND EVALUATION 5
A. Analysis of Water Demand 5
B. Treatment and Storage Capacity 7
Treatment and storage capacity versus demand 7
C. Water Sources 8
Limits on Emergency Interconnections 8
D. Future Demand Projections – *Key Metropolitan Council Benchmark* 8
Water Use Trends 8
Projection Method 9
E. Resource Sustainability 9
Monitoring – *Key DNR Benchmark* 9
Water Level Data 10
Potential Water Supply Issues & Natural Resource Impacts – *Key DNR & Metropolitan Council Benchmark* 11
Wellhead Protection (WHP) and Source Water Protection (SWP) Plans 15
F. Capital Improvement Plan (CIP) 16
Adequacy of Water Supply System 16
Proposed Future Water Sources 17
Water Source Alternatives - *Key Metropolitan Council Benchmark* 17
PART 2. EMERGENCY PREPAREDNESS PROCEDURES 18
A. Emergency Response Plan 18
B. Operational Contingency Plan 18
C. Emergency Response Procedures 18
Emergency Telephone List 19
Current Water Sources and Service Area 19
Procedure for Augmenting Water Supplies 19
Allocation and Demand Reduction Procedures 20
Notification Procedures 22
Enforcement 22
PART 3. WATER CONSERVATION PLAN 24
Progress since 2006 25
A. Triggers for Allocation and Demand Reduction Actions 25
B. Conservation Objectives and Strategies – *Key benchmark for DNR* 26
Objective 1: Reduce Unaccounted (Non-Revenue) Water loss to Less than 10% 26
Objective 2: Achieve Less than 75 Residential Gallons per Capita Demand (GPCD) 28

Objective 3: Achieve at least 1.5% annual reduction in non-residential per capita water use..... 29
Objective 4: Achieve a Decreasing Trend in Total Per Capita Demand 30
Objective 5: Reduce Ratio of Maximum day (peak day) to the Average Day Demand to Less Than 2.6 30
Objective 6: Implement Demand Reduction Measures 30
Objective 7: Additional strategies to Reduce Water Use and Support Wellhead Protection Planning 33
Objective 8: Tracking Success: How will you track or measure success through the next ten years?..... 33
C. Regulation 34
D. Retrofitting Programs 34
Retrofitting Programs 35
E. Education and Information Programs..... 35
Proposed Education Programs 35
PART 4. ITEMS FOR METROPOLITAN AREA COMMUNITIES 38
A. Water Demand Projections through 2040 38
B. Potential Water Supply Issues 38
C. Proposed Alternative Approaches to Meet Extended Water Demand Projections..... 38
D. Value-Added Water Supply Planning Efforts (Optional)..... 39
Source Water Protection Strategies 39
Technical assistance..... 39
GLOSSARY 40
Acronyms and Initialisms..... 42

APPENDICES TO BE SUBMITTED BY THE WATER SUPPLIER
Appendix 1: Well records and maintenance summaries
Appendix 2: Water level monitoring plan
Appendix 3: Water level graphs for each water supply well
Appendix 4: Capital Improvement Plan
Appendix 5: Emergency Telephone List
Appendix 6: Cooperative Agreements for Emergency Services
Appendix 7: Municipal Critical Water Deficiency Ordinance
Appendix 8: Graph of Ten Years of Per Capita Water Demand for Each Customer Category
Appendix 9: Water Rate Structure
Appendix 10: Ordinances or Regulations Related to Water Use
Appendix 11: Implementation Checklist
Appendix 12: Sources of Information for Table 10

Complete Table 1 with information about the public water supply system covered by this WSP.

Table 1. General information regarding this WSP

Requested Information	Description
DNR Water Appropriation Permit Number(s)	1977-6403
Ownership	☒ Public or ☐ Private
Metropolitan Council Area	☒ Yes - Hennepin County
Street Address	5050 Independence Street
City, State, Zip	Maple Plain, MN 55359
Contact Person Name	Robert Schoen
Title	City Administrator
Phone Number	763-479-0516
MDH Supplier Classification	Municipal

PART 1. WATER SUPPLY SYSTEM DESCRIPTION AND EVALUATION

The first step in any water supply analysis is to assess the current status of demand and availability. Information summarized in Part 1 can be used to develop Emergency Preparedness Procedures (Part 2) and the Water Conservation Plan (Part 3). This data is also needed to track progress for water efficiency measures.

A. Analysis of Water Demand

Complete Table 2, on the next page, showing the past 10 years of water demand data.

- Some of this information may be in your Wellhead Protection Plan.
- If you do not have this information, do your best, call your engineer for assistance or if necessary leave blank.

If your customer categories are different than the ones listed in Table 2, please describe the differences below:

Population data from Minnesota State Demographic Center. 2017 population estimated.

Complete Table 3, on the next page, by listing the top 10 water users by volume, from largest to smallest. For each user, include information about the category of use (residential, commercial, industrial, institutional, or wholesale), the amount of water used in gallons per year, the percent of total water delivered, and the status of water conservation measures.

Table 2. Historic water demand (see definitions in the glossary after Part 4 of this template)

Year	Pop. Served	Total Connections	Residential Water Delivered (MG)	C/I/I Water Delivered (MG)	Water used for Non-essential	Wholesale Deliveries (MG)	Total Water Delivered (MG)	Total Water Pumped (MG)	Water Supplier Services	Percent Unmetered/ Unaccounted	Average Daily Demand (MGD)	Max. Daily Demand (MGD)	Date of Max. Demand	Residential Per Capita Demand (GPCD)	Total per capita Demand (GPCD)
2005	1,982	619	45.27	51.50			96.77	96.78		0.0%	0.27	0.54	7/14/2005	62.6	133.8
2006	1,968	620	45.00	32.40			77.40	82.38		6.0%	0.23	0.48	7/18/2006	62.6	114.7
2007	1,961	620	36.06	29.49			65.55	84.81		22.7%	0.23	0.67	7/31/2007	50.4	118.5
2008	1,929	620	30.14	25.78			55.92	73.06		23.5%	0.20	0.53	7/9/2008	42.8	103.8
2009	1,932	620	29.33	24.32			54.91	69.86	1.3	21.4%	0.19	0.43	6/20/2009	41.6	99.1
2010	1,768	620	26.60	23.42			50.56	67.25	0.5	24.8%	0.18	0.32	8/6/2010	41.2	104.2
2011	1,786	620	25.35	23.95			49.31	68.07		27.6%	0.19	0.33	7/30/2011	38.9	104.4
2012	1,788	620	26.19	15.44			41.63	57.60		27.7%	0.16	0.41	1/2/2012	40.1	88.3
2013	1,773	618	18.70	23.09			41.99	66.92	0.2	37.2%	0.18	0.36	8/28/2013	28.9	103.4
2014	1,777	620	22.96	11.22			34.18	50.58		32.4%	0.14	0.34	9/11/2014	35.4	78.0
2015	1,783	636	23.04	7.63			32.77	56.07	2.1	41.6%	0.15	0.37	10/13/2015	35.4	86.2
2016	1,790	637	36.46	10.52	0.2		55.73	57.47	8.5	3.0%	0.16	0.33	4/20/2016	55.8	88.0
2017	1,820	651	35.32	12.36			50.18	55.41	2.5	9.4%	0.15	0.42	7/27/2017	53.2	83.4
Avg. 2012-2017	-	-	27.1	13.4			42.75	57.34	3.33	25.2%	0.16	0.37	-	41.5	87.9

M G – Million Gallons **MGD –** Million Gallons per Day **GPCD** – Gallons per Capita per Day

See Glossary for definitions. A list of Acronyms and Initialisms can be found after the Glossary.

Table 3. Large volume users - Total water delivered in 2017 was 50.18 MG

Customer	Use Category (Residential, Industrial, Commercial, Institutional)	Amount Used (Gallons per Year)	Percent of Total Annual Water Delivered	Implementing Water Conservation Measures? (Yes/No/Unknown)
1. BRYANTWOOD APARTMENTS	RESIDENTIAL	4,400,000	8.8%	UNKNOWN
2. ELECTROCHEMICALS INC	INDUSTRIAL	2,780,000	5.5%	UNKNOWN
3. HAVEN HOMES(NURSING HOME)	RESIDENTIAL/INSTITUTIONAL	2,750,000	5.5%	UNKNOWN
4. MAPLE PLAIN APARTMENTS	RESIDENTIAL	2,000,000	4.0%	UNKNOWN
5. MANCHESTER PLACE APARTMENTS	RESIDENTIAL	1,700,000	3.4%	UNKNOWN
6. PROTOLABS	INDUSTRIAL	1,230,000	2.5%	UNKNOWN
7. MAPLE TERRACE APARTMENTS	RESIDENTIAL	930,000	1.9%	UNKNOWN
8. HERC-U-LIFT	INDUSTRIAL	920,000	1.8%	UNKNOWN
9. AMERICAN CUSTOM ROTOMOLDING	INDUSTRIAL	700,000	1.4%	UNKNOWN
10. WESTSIDE INVESTMENTS	COMMERCIAL MULTI-TENANT BUILDING	650,000	1.3%	UNKNOWN

B. Treatment and Storage Capacity

Complete Table 4 with a description of where water is treated, the year treatment facilities were constructed, water treatment capacity, the treatment methods (i.e. chemical addition, reverse osmosis, coagulation, sedimentation, etc.) and treatment types used (i.e. fluoridation, softening, chlorination, Fe/MN removal, coagulation, etc.). Also describe the annual amount and method of disposal of treatment residuals. Add rows to the table as needed.

Table 4. Water treatment capacity and treatment processes

Treatment Site ID (Name or Well ID)	Year Constructed	Treatment Capacity (GPD)	Treatment Method	Treatment Type	Annual Volume of Residuals	Disposal Process for Residuals	Do You Reclaim Filter Backwash Water?
Water Treatment Plan	2008	1.0 MGD	Gravity Filtration, Chemical addition	Fe/Mn & Radium Removal, Chlorine, Fluoride, Polyphosphate	435,000	Sludge to sanitary sewer	Yes
Well #1 Emergency Use Only	1939	0.65 MGD	Chemical addition	Chlorine and Fluoride	NA	NA	NA
Total	-	1.65 MGD	-	-	435,000	-	-

Complete Table 5 with information about storage structures. Describe the type (i.e. elevated, ground, etc.), the storage capacity of each type of structure, the year each structure was constructed, and the primary material for each structure. Add rows to the table as needed.

Table 5. Storage capacity, as of the end of the last calendar year

Structure Name	Type of Storage Structure	Year Constructed	Primary Material	Storage Capacity (Gallons)
Water Tower	Elevated storage	1988	Steel	400,000
WTP Clearwell	Ground storage	2008	Concrete	95,000
Total	NA	NA	NA	495,000

Treatment and storage capacity versus demand

It is recommended that total storage equal or exceed the average daily demand.

Discuss the difference between current storage and treatment capacity versus the water supplier's projected average water demand over the next 10 years (see Table 7 for projected water demand):

The elevated storage capacity exceeds average day and maximum day demands. Average day demand is approximately 160,000 gallons and the elevated water storage is 400,000 gallons. Firm water supply of approximately 0.90 MGD (with largest well out of service) and treatment capacity exceeds average and maximum day demand.

Projected 2040 water demands are 0.23 MGD average day and 0.60 MGD maximum day demand. Existing water storage exceeds the average day demand and firm water supply exceeds the maximum day demand.

C. Water Sources

Complete Table 6 by listing all types of water sources that supply water to the system, including groundwater, surface water, interconnections with other water suppliers, or others. Provide the name of each source (aquifer name, river or lake name, name of interconnecting water supplier) and the Minnesota unique well number or intake ID, as appropriate. Report the year the source was installed or established and the current capacity. Provide information about the depth of all wells. Describe the status of the source (active, inactive, emergency only, retail/wholesale interconnection) and if the source facilities have a dedicated emergency power source.

Include copies of well records and maintenance summary for each well that has occurred since your last approved plan in **Appendix 1.**

Table 6. Water sources and status

Resource Type (Groundwater, Surface water, Interconnection)	Resource Name	MN Unique Well # or Intake ID	Year Installed	Capacity (Gallons per Minute)	Well Depth (Feet)	Status of Operations (active, inactive, emergency only, retail/wholesale interconnection))	Does this Source have a Dedicated Emergency Power Source? (Yes or No)
Groundwater	Wonewoc Aquifer	Well #1 207090	1939	125 gpm	418 ft 238 casing	Emergency	NO
Groundwater	Wonewoc Aquifer	Well #2 207407	1958	-	435 ft 241 casing	Inactive	-
Groundwater	Mt. Simon Aquifer	Well #3 112238	1978	700 gpm	580 ft 534 casing	Active	YES
Groundwater	Wonewoc Aquifer	Well #4 824078	2018	500 gpm	390 ft 343 casing	Active	YES

Limits on Emergency Interconnections

Discuss any limitations on the use of the water sources (e.g. not to be operated simultaneously, limitations due to blending, aquifer recovery issues etc.) and the use of interconnections, including capacity limits or timing constraints (i.e. only 200 gallons per minute are available from the City of Prior Lake, and it is estimated to take 6 hours to establish the emergency connection). If there are no limitations, list none.

NA, no neighboring municipality is close for an emergency interconnection. An emergency interconnection will be pursued if communities grow closer together making a connection feasible.

D. Future Demand Projections – *Key Metropolitan Council Benchmark*

Water Use Trends

Use the data in Table 2 to describe trends in 1) population served; 2) total per capita water demand; 3) average daily demand; 4) maximum daily demand. Then explain the causes for upward or downward trends. For example, over the ten years has the average daily demand trended up or down? Why is this occurring?

Population served has remained relatively flat since 2010 but is expected to increase based on Met. Council population projections. Total per capita water demand is trending downward since 2005 and residential per capita demand is also trending downward. The large increase in residential sales in 2016 is due to new water meters installed in late 2015; greatly improving reporting accuracy and cutting unaccounted for water to 3%. Average day demand has decreased slightly over the last ten years. Maximum day demand has remained relatively flat since 2010 after decreasing from a peak in 2007.

Use the water use trend information discussed above to complete Table 7 with projected annual demand for the next ten years. Communities in the seven-county Twin Cities metropolitan area must also include projections for 2030 and 2040 as part of their local comprehensive planning.

Projected demand should be consistent with trends evident in the historical data in Table 2, as discussed above. Projected demand should also reflect state demographer population projections and/or other planning projections.

Table 7. Projected annual water demand

Year	Projected Total Population	Projected Population Served	Projected Total Per Capita Water Demand (GPCD)	Projected Average Daily Demand (MGD)	Projected Maximum Daily Demand (MGD)
2018	1,830	1,830	100	0.18	0.48
2019	1,850	1,850	100	0.19	0.48
2020	1,870	1,870	100	0.19	0.49
2021	1,892	1,892	100	0.19	0.49
2022	1,914	1,914	100	0.19	0.50
2023	1,936	1,936	100	0.19	0.50
2024	1,958	1,958	100	0.20	0.51
2025	1,980	1,980	100	0.20	0.51
2030	2,090	2,090	100	0.21	0.54
2040	2,320	2,320	100	0.23	0.60

GPCD – Gallons per Capita per Day **MGD** – Million Gallons per Day

Projection Method

Describe the method used to project water demand, including assumptions for population and business growth and how water conservation and efficiency programs affect projected water demand:

Population growth of approximately 500 persons is projected by Met. Council by 2040. Average total per capita water demand is approximately 90 GPCD based on years from 2012 to 2017; however, 100 gpcd was common before the commercial water usage dropped in recent years. Therefore, future water demands are projected based on 100 gpcd to allow for average commercial water usage. Maximum day demand was calculated based on a 2.6 maximum day ratio. The maximum day ratio has been lower recently (2012-2017 average is 2.35) but was 2.6 in 2012. The City's maximum day demand projected to be 0.60 MGD in 2040.

E. Resource Sustainability

Monitoring – *Key DNR Benchmark*

Complete Table 8 by inserting information about source water quality and quantity monitoring efforts. The list should include all production wells, observation wells, and source water intakes or reservoirs. Groundwater level data for DNR's statewide network of observation wells are available online through the DNR's Cooperative Groundwater Monitoring (CGM) webpage.

Table 8. Information about source water quality and quantity monitoring

MN Unique Well #	Type of monitoring point	Monitoring program	Frequency of monitoring	Monitoring Method
Well #1 207090 Well 1 is emergency use only.	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☒ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☒ annually	☐ SCADA ☒ grab sampling ☐ steel tape ☐ stream gauge
Well #2 207407 Well 2 is inactive, currently capped.	☐ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☐ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☐ annually	☐ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
Well #3 112238	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☒ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☒ daily ☒ monthly ☒ quarterly ☒ annually	☒ SCADA ☒ grab sampling ☐ steel tape ☐ stream gauge
Well #4 824078	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☒ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☒ daily ☒ monthly ☒ quarterly ☒ annually	☒ SCADA ☒ grab sampling ☐ steel tape ☐ stream gauge

Water Level Data

A water level monitoring plan that includes monitoring locations and a schedule for water level readings must be submitted as **Appendix 2**. If one does not already exist, it needs to be prepared and submitted with the WSP. Ideally, all production and observation wells are monitored at least monthly.

Complete Table 9 to summarize water level data for each well being monitored. Provide the name of the aquifer and a brief description of how much water levels vary over the season (the difference between the highest and lowest water levels measured during the year) and the long-term trends for each well. If water levels are not measured and recorded on a routine basis, then provide the static water level when each well was constructed and the most recent water level measured during the same season the well was constructed. Also include all water level data taken during any well and pump maintenance. Add rows to the table as needed.

Groundwater hydrographs illustrate the historical record of aquifer water levels measured within a well and can indicate water level trends over time. For each well in your system, provide a hydrograph for the life of the well, or for as many years as water levels have been measured. Include the hydrographs in **Appendix 3**. An example of a hydrograph can be found on the DNR's Groundwater Hydrograph webpage. Hydrographs for DNR Observation wells can be found in the CGM discussed above.

Table 9. Water level data

Unique Well Number or Well ID	Aquifer Name	Seasonal Variation (Feet)	Long-term Trend in water level data	Water level measured during well/pumping maintenance
Well #1 207090	Wonewoc Aquifer	Unknown Well 1 is emergency use only.		10/01/1939: 114 ft
Well #2 207407	Wonewoc Aquifer	Well 2 is inactive, currently capped.		10/01/1959: 125 ft
Well #3 112238	Mt. Simon Aquifer	~ 10 ft	☐ Falling ☒ Stable ☐ Rising	04/20/1978: 109 ft 09/18/2017: 101 ft 09/18/2018: 99 ft
Well #4 824078	Wonewoc Aquifer	< 5 ft	☐ Falling ☒ Stable ☐ Rising	01/01/2018: 103 ft 09/18/2018: 105 ft

Potential Water Supply Issues & Natural Resource Impacts – *Key DNR & Metropolitan Council Benchmark*

Complete Table 10 by listing the types of natural resources that are or could potentially be impacted by permitted water withdrawals in the future. You do not need to identify every single water resource in your entire community. The goal is to help you triage the most important water resources and/or the water resources that may be impacted by your water supply system – perhaps during a drought or when the population has grown significantly in ten years. This is emerging science, so do the best you can with available data. For identified resources, provide the name of specific resources that may be impacted. Identify what the greatest risks to the resource are and how the risks are being assessed. Identify any resource protection thresholds – formal or informal – that have been established to identify when actions should be taken to mitigate impacts. Provide information about the potential mitigation actions that may be taken, if a resource protection threshold is crossed. Add additional rows to the table as needed. See the glossary at the end of the template for definitions.

Some of this baseline data should have been in your earlier water supply plans or county comprehensive water plans. When filling out this table, think of what are the water supply risks, identify the resources, determine the threshold and then determine what your community will do to mitigate the impacts.

Your DNR area hydrologist is available to assist with this table.

For communities in the seven-county Twin Cities metropolitan area, the Master Water Supply Plan *Appendix 1 (Water Supply Profiles)*, provides information about potential water supply issues and natural resource impacts for your community.

Steps for completing Table 10

1. ***Identify the potential for natural resource impacts/issues within the community***

   First, review available information to identify resources that may be impacted by the operation of your water supply system (such as pumping).

   Potential Sources of Information:

   - County Geologic Atlas
   - Local studies

- Metropolitan Council System Statement (for metro communities)
- Metropolitan Council Master Water Supply Plan (for metro communities)

ACTION: Check the resource type(s) that may be impacted in the column "Resource Type"

2. Identify where your water supply system is most likely to impact those resources (and vice versa).

Potential Sources of Information:

- Drinking Water Supply Management Areas
- Geologic Atlas - Sensitivity
- If no WHPA or other information exists, consider rivers, lakes, wetlands and significant within 1.5 miles of wells; and calcareous fens and trout streams within 5 miles of wells

ACTION: Focus the rest of your work in these areas.

3. Within focus areas, identify specific features of value to the community

You know your community best. What resources are important to pay attention to? It may be useful to check in with your community's planning and zoning staff and others.

Potential Sources of Information:

- Park plans
- Local studies
- Natural resource inventories
- Tourist attractions/recreational areas/valued community resource

ACTION: Identify specific features that the community prioritizes in the "Resource Name" column (for example: North Lake, Long River, Brook Trout Stream, or Green Fen). If, based on a review of available information, no features are likely to be at risk, note "None".

4. Identify what impact(s) the resource is at risk for

Potential Sources of Information:

- Wellhead Protection Plan
- Water Appropriation Permit
- County Geologic Atlas
- MDH or PCA reports of the area
- Metropolitan Council System Statement (for metro communities)
- Metropolitan Council Master Water Supply Plan (for metro communities)

ACTION: Check the risk type in the column "Risk". If, based on a review of available information, no risk is identified, note "None anticipated".

5. Describe how the risk was assessed

Potential Sources of Information:

- Local studies
- Monitoring data (community, WMO, DNR, etc.)
- Aquifer testing
- County Geologic Atlas or other hydrogeologic studies
- Regional or state studies, such as DNR's report 'Definitions and Thresholds for Negative Impacts to Surface Waters'
- Well boring logs

ACTION: Identify the method(s) used to identify the risk to the resource in the "Risk Assessed Through" column

6. Describe protection threshold/goals

What is the goal, if any, for protecting these resources? For example, is there a lower limit on acceptable flow in a river or stream? Water quality outside of an accepted range? A lower limit on acceptable aquifer level decline at one or more monitoring wells? Withdrawals that exceed some percent of the total amount available from a source? Or a lower limit on acceptable changes to a protected habitat?

Potential Sources of Information:

- County Comprehensive Water Plans
- Watershed Plans or One Watershed/One Plan
- Groundwater or Aquifer Plans
- Metropolitan Master Plans
- DNR Thresholds study
- Community parks, open space, and natural resource plans

ACTION: Describe resource protection goals in the "Describe Resource Protection Threshold" column or reference an existing plan/document/webpage

7. If a goal/threshold should trigger action, describe the plan that will be implemented.

Identify specific action, mitigation measures or management plan that the water supplier will implement, or refer to a partner's plan that includes actions to be taken.

Potential Sources of Information:

- County Comprehensive Water Plans
- Watershed Plans or One Watershed/One Plan
- Groundwater or Aquifer Plans
- Metropolitan Master Plans
- Studies such as DNR Thresholds study

ACTION: Describe the mitigation measure or management plan in the "Mitigation Measure or Management Plan" column.

8. Describe work to evaluate these risks going forward.

For example, what is the plan to regularly check in to stay current on plans or new data?

Identify specific action that the water supplier will take to identify the creation of or change to goals/thresholds, or refer to a partner's plan that includes actions to be taken.

Potential Sources of Information:

- County Comprehensive Water Plans
- Watershed Plans or One Watershed/One Plan
- Groundwater or Aquifer Plans
- Metropolitan Master Plans
- Studies such as DNR Thresholds study

ACTION: Describe what will be done to evaluate risks going forward, including any changes to goals or protection thresholds in the "Describe how Changes to Goals are monitored" column.

Table 10. Natural resource impacts (*List specific resources in Appendix 12)

Resource Type	Resource Name	Risk	Risk Assessed Through *	Describe Resource Protection Threshold or Goal *	Mitigation Measures or Management Plan	Describe How Thresholds or Goals are Monitored
☒ River or stream	Pioneer Sarah Creek	☒ None anticipated ☐ Flow/water level decline ☐ Degrading water quality trends ☐ Impacts on endangered, threatened, or special concern species habitat ☐ Other: _____	☐ Geologic atlas or other mapping ☐ Modeling ☐ Modeling ☒ Monitoring ☐ Aquifer testing ☐WRAPS or other watershed report ☒Proximity (<1.5 miles) ☐ Other: _____	☒ Not applicable ☐ Additional data is needed to establish ☐ See report: _____ ☐ No data available ☐ Other: _____	☒Not applicable ☐ Change groundwater pumping ☐ Increase conservation ☐ Other: _____	☒Not applicable ☐ Newly collected data will be analyzed ☐ Regular check-in with these partners: _____ ☐ Other: _____
☐ Calcareous fen	N/A	☒ None anticipated ☐ Flow/water level decline ☐ Degrading water quality trends ☐ Impacts on endangered, threatened, or special concern species habitat ☐ Other: _____	☐ Geologic atlas or other mapping ☐ Modeling ☐ Modeling ☐ Monitoring ☐ Aquifer testing ☐WRAPS or other watershed Report ☐Proximity (<5 miles) ☐ Other: _____ ☐ Other: ___	☐ Not applicable ☐ Additional data is needed to establish ☐ See report: _____ ☐ Other: _____	☐Not applicable ☐ Change groundwater pumping ☐ Increase conservation ☐ Other: _____	☐Not applicable ☐ Newly collected data will be analyzed ☐ Regular check-in with these partners: _____ ☐ Other: _____
☐ Lake	N/A	☒ None anticipated ☐ Flow/water level decline ☐ Degrading water quality trends ☐ Impacts on endangered, threatened, or special concern species habitat ☐ Other: _____	☐ Geologic atlas or other mapping ☐ Modeling ☐ Modeling ☐ Monitoring ☐ Aquifer testing ☐WRAPS or other watershed report ☒Proximity (<1.5 miles) ☐ Other: _____ ☐ Other: ___	☐ Not applicable ☐ Additional data is needed to establish ☐ See report: _____ ☐ Other: _____	☐Not applicable ☐ Change groundwater pumping ☐ Increase conservation ☐ Other: _____	☐Not applicable ☐ Newly collected data will be analyzed ☐ Regular check-in with these partners: _____ ☐ Other: _____

Resource Type	Resource Name	Risk	Risk Assessed Through *	Describe Resource Protection Threshold or Goal *	Mitigation Measures or Management Plan	Describe How Thresholds or Goals are Monitored
☒ Wetland	Multiple; 27-0393-00W & 27-0394-00W	☒ None anticipated ☐ Flow/water level decline ☐ Degrading water quality trends ☐ Impacts on endangered, threatened, or special concern species habitat ☐ Other: _____	☐ Geologic atlas or other mapping ☐ Modeling ☐ Modeling ☒ Monitoring ☒ Aquifer testing ☐WRAPS or other watershed report ☐Proximity (<1.5 miles) ☐ Other: _____	☒ Not applicable ☐ Additional data is needed to establish ☐ See report: _____ ☐ Other: _____	☒Not applicable ☐ Change groundwater pumping ☐ Increase conservation ☐ Other: _____	☒Not applicable ☐ Newly collected data will be analyzed ☐ Regular check-in with these partners: _____ ☐ Other: _____
☐ Trout stream	N/A	☐ None anticipated ☐ Flow/water level decline ☐ Degrading water quality trends ☐ Impacts on endangered, threatened, or special concern species habitat ☐ Other: _____	☐ Geologic atlas or other mapping ☐ Modeling ☐ Monitoring ☐ Aquifer testing ☐WRAPS or other watershed report ☐Proximity (< 5 miles) ☐ Other: _____	☐ Not applicable ☐ Additional data is needed to establish ☐ See report: _____ ☐ Other: _____	☐Not applicable ☐ Change groundwater pumping ☐ Increase conservation ☐ Other: _____	☐Not applicable ☐ Newly collected data will be analyzed ☐ Regular check-in with these partners: _____ ☐ Other: _____
☒ Aquifer	Wonewoc & Jordan Aquifers	☐ None anticipated ☒ Flow/water level decline ☒ Degrading water quality trends ☐ Impacts on endangered, threatened, or special concern species habitat ☐ Other: _____	☐ Geologic atlas or other mapping ☒ Modeling ☒ Monitoring ☒ Aquifer testing ☐Proximity (obwell < 5 miles) ☐ Other: _____	☐ Not applicable ☐ Additional data is needed to establish ☐ See report: _____ ☒ Other: Potentiometric heads are not to be reduced more than 50% of available head.	☐Not applicable ☒ Change groundwater pumping ☒ Increase conservation ☐ Other: _____	☐Not applicable ☒ Newly collected data will be analyzed ☐ Work with these partners: Hennepin County, local watersheds, and neighboring communities.

Wellhead Protection (WHP) and Source Water Protection (SWP) Plans

Complete Table 11 to provide status information about WHP and SWP plans.

The emergency procedures in this plan are intended to comply with the contingency plan provisions required in the Minnesota Department of Health's (MDH) Wellhead Protection (WHP) Plan and Surface Water Protection (SWP) Plan.

Table 11. Status of Wellhead Protection and Source Water Protection Plans

Plan Type	Status	Date Adopted	Date for Update
WHP	☐ In Process ☒ Completed ☐ Not Applicable	September 26, 2013	Ongoing requirements
SWP	☐ In Process ☐ Completed ☒ Not Applicable	NA	NA

WHP – Wellhead Protection Plan **SWP** – Source Water Protection Plan

F. Capital Improvement Plan (CIP)

Please note that any wells that received approval under a ten-year permit, but that were not built, are now expired and must submit a water appropriations permit.

Adequacy of Water Supply System

Complete Table 12 with information about the adequacy of wells and/or intakes, storage facilities, treatment facilities, and distribution systems to sustain current and projected demands. List planned capital improvements for any system components, in chronological order. Communities in the seven-county Twin Cities metropolitan area should also include information about plans through 2040.

The assessment can be the general status by category; it is not necessary to identify every single well, storage facility, treatment facility, lift station, and mile of pipe.

Please attach your latest Capital Improvement Plan as **Appendix 4**.

Table 12. Adequacy of Water Supply System

System Component	Planned action	Anticipated Construction Year	Notes
Wells	☐ No action planned - adequate ☒ Repair/replacement ☐ Expansion/addition	2019 -	Seal Well 2 Routine well maintenance
Water Storage Facilities	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition	-	
Water Treatment Facilities	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition	-	
Distribution Systems (Pipes, valves, etc.)	☐ No action planned - adequate ☒ Repair/replacement ☒ Expansion/addition	2018 2021 2024 As Needed	Pipe replacement program (every 3 years) and preventative maintenance. Expansion of water system as development occurs.
Other:	☐ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition	NA	NA

Proposed Future Water Sources

Complete Table 13 to identify new water source installation planned over the next ten years. Add rows to the table as needed.

Table 13. Proposed future installations/sources

Source	Installation Location (approximate)	Resource Name	Proposed Pumping Capacity (gpm)	Planned Installation Year	Planned Partnerships
Groundwater	NONE				
Surface Water	NONE				
Interconnection to another supplier	NONE				

Water Source Alternatives - *Key Metropolitan Council Benchmark*

Do you anticipate the need for alternative water sources in the next 10 years? Yes ☐ No ☒

For metro communities, will you need alternative water sources by the year 2040? Yes ☐ No ☒

If you answered yes for either question, then complete table 14. If no, insert NA.

Complete Table 14 by checking the box next to alternative approaches that your community is considering, including approximate locations (if known), the estimated amount of future demand that could be met through the approach, the estimated timeframe to implement the approach, potential partnerships, and the major benefits and challenges of the approach. Add rows to the table as needed.

For communities in the seven-county Twin Cities metropolitan area, these alternatives should include approaches the community is considering to meet projected 2040 water demand.

Table 14. Alternative water sources

Alternative Source Considered	Source and/or Installation Location (approximate)	Estimated Amount of Future Demand (%)	Timeframe to Implement (YYYY)	Potential Partners	Benefits	Challenges
☐ Groundwater	NA					
☐ Surface Water	NA					
☐ Reclaimed stormwater	NA					
☐ Reclaimed wastewater	NA					
☐ Interconnection to another supplier	NA					

PART 2. EMERGENCY PREPAREDNESS PROCEDURES

The emergency preparedness procedures outlined in this plan are intended to comply with the contingency plan provisions required by MDH in the WHP and SWP. Water emergencies can occur as a result of vandalism, sabotage, accidental contamination, mechanical problems, power failings, drought, flooding, and other natural disasters. The purpose of emergency planning is to develop emergency response procedures and to identify actions needed to improve emergency preparedness. In the case of a municipality, these procedures should be in support of, and part of, an all-hazard emergency operations plan. Municipalities that already have written procedures dealing with water emergencies should review the following information and update existing procedures to address these water supply protection measures.

A. Emergency Response Plan

Section 1433(b) of the Safe Drinking Water Act, (Public Law 107-188, Title IV- Drinking Water Security and Safety) requires community water suppliers serving over 3,300 people to prepare an Emergency Response Plan. MDH recommends that Emergency Response Plans are updated annually.

Do you have an Emergency Response Plan? Yes ☒ No ☐

Have you updated the Emergency Response Plan in the last year? Yes ☐ No ☒

When did you last update your Emergency Response Plan? _____2015_____

Complete Table 15 by inserting the noted information regarding your completed Emergency Response Plan.

Table 15. Emergency Response Plan contact information

Emergency Response Plan Role	Contact Person	Contact Phone Number	Contact Email
Emergency Response Lead	GARY KROELLS	763-479-0503 612-328-1905	GKROELLS@WESTHENNEPIN.COM
Alternate Emergency Response Lead	BOBBY SCHOEN	763-479-0516 763-527-4634	BSCHOEN@MAPLEPLAIN.COM

B. Operational Contingency Plan

All utilities should have a written operational contingency plan that describes measures to be taken for water supply mainline breaks and other common system failures as well as routine maintenance.

Do you have a written operational contingency plan? Yes ☒ No ☐

At a minimum, a water supplier should prepare and maintain an emergency contact list of contractors and suppliers.

C. Emergency Response Procedures

Water suppliers must meet the requirements of MN Rules 4720.5280. Accordingly, the Minnesota Department of Natural Resources (DNR) requires public water suppliers serving more than 1,000 people to submit Emergency and Conservation Plans. Water emergency and conservation plans that have been

approved by the DNR, under provisions of Minnesota Statute 186 and Minnesota Rules, part 6115.0770, will be considered equivalent to an approved WHP contingency plan.

Emergency Telephone List

Prepare and attach a list of emergency contacts, including the MN Duty Officer (1-800-422-0798), as **Appendix 5**. An Emergency Contact List template is available at the MnDNR Water Supply Plans webpage.

The list should include key utility and community personnel, contacts in adjacent water suppliers, and appropriate local, state and federal emergency contacts. Please be sure to verify and update the contacts on the emergency telephone list and date it. Thereafter, update on a regular basis (once a year is recommended). In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the Emergency Manager for that community. Responsibilities and services for each contact should be defined.

Current Water Sources and Service Area

Quick access to concise and detailed information on water sources, water treatment, and the distribution system may be needed in an emergency. System operation and maintenance records should be maintained in secured central and back-up locations so that the records are accessible for emergency purposes. A detailed map of the system showing the treatment plants, water sources, storage facilities, supply lines, interconnections, and other information that would be useful in an emergency should also be readily available. It is critical that public water supplier representatives and emergency response personnel communicate about the response procedures and be able to easily obtain this kind of information both in electronic and hard copy formats (in case of a power outage).

Do records and maps exist? Yes ☒ No ☐

Can staff access records and maps from a central secured location in the event of an emergency? Yes ☒ No ☐

Does the appropriate staff know where the materials are located? Yes ☒ No ☐

Procedure for Augmenting Water Supplies

Complete Tables 16 – 17 by listing all available sources of water that can be used to augment or replace existing sources in an emergency. Add rows to the tables as needed.

In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the warning point for that community. Municipalities are encouraged to execute cooperative agreements for potential emergency water services and copies should be included in **Appendix 6**. Outstate Communities may consider using nearby high capacity wells (industry, golf course) as emergency water sources.

WSP should include information on any physical or chemical problems that may limit interconnections to other sources of water. Approvals from the MDH are required for interconnections or the reuse of water.

Table 16. Interconnections with other water supply systems to supply water in an emergency

Other Water Supply System Owner	Capacity (GPM & MGD)	Note Any Limitations On Use	List of services, equipment, supplies available to respond
NA			

GPM – Gallons per minute MGD – million gallons per day

Table 17. Utilizing surface water as an alternative source

Surface Water Source Name	Capacity (GPM)	Capacity (MGD)	Treatment Needs	Note Any Limitations On Use
NA				

If not covered above, describe additional emergency measures for providing water (obtaining bottled water, or steps to obtain National Guard services, etc.)

Obtaining bottled water at local retail stores for delivery to Maple Plain Fire Department.

Contact Hennepin County Emergency Management for additional resources and National Guard if needed.

Call MN Duty Officer for assistance in obtaining potable water trucks.

Allocation and Demand Reduction Procedures

Complete Table 18 by adding information about how decisions will be made to allocate water and reduce demand during an emergency. Provide information for each customer category, including its priority ranking, average day demand, and demand reduction potential for each customer category. Modify the customer categories as needed, and add additional lines if necessary.

Water use categories should be prioritized in a way that is consistent with Minnesota Statutes 103G.261 (#1 is highest priority) as follows:

1. Water use for human needs such as cooking, cleaning, drinking, washing and waste disposal; use for on-farm livestock watering; and use for power production that meets contingency requirements.
2. Water use involving consumption of less than 10,000 gallons per day (usually from private wells or surface water intakes)
3. Water use for agricultural irrigation and processing of agricultural products involving consumption of more than 10,000 gallons per day (usually from private high-capacity wells or surface water intakes)
4. Water use for power production above the use provided for in the contingency plan.
5. All other water use involving consumption of more than 10,000 gallons per day.
6. Nonessential uses – car washes, golf courses, etc.

Water used for human needs at hospitals, nursing homes and similar types of facilities should be designated as a high priority to be maintained in an emergency. Lower priority uses will need to address water used for human needs at other types of facilities such as hotels, office buildings, and manufacturing plants. The volume of water and other types of water uses at these facilities must be carefully considered. After reviewing the data, common sense should dictate local allocation priorities to

protect domestic requirements over certain types of economic needs. Water use for lawn sprinkling, vehicle washing, golf courses, and recreation are legislatively considered non-essential.

Table 18. Water use priorities

Customer Category	Allocation Priority	Average Daily Demand (GDP)	Short-Term Emergency Demand Reduction Potential (GPD)
Residential	1	100,000	30,000
Commercial	2	30,000	8,500
Irrigation	6	1.500	1,500
Water Supplier Services	2	18,500	10,000
TOTAL	-	150,000	50,000

GPD – Gallons per Day

Tip: Calculating Emergency Demand Reduction Potential

The emergency demand reduction potential for all uses will typically equal the difference between maximum use (summer demand) and base use (winter demand). In extreme emergency situations, lower priority water uses must be restricted or eliminated to protect priority domestic water requirements. Emergency demand reduction potential should be based on average day demands for customer categories within each priority class. Use the tables in Part 3 on water conservation to help you determine strategies.

Complete Table 19 by selecting the triggers and actions during water supply disruption conditions.

Table 19. Emergency demand reduction conditions, triggers and actions (Select all that may apply and describe)

Emergency Triggers	Short-term Actions	Long-term Actions
☒ Contamination ☒ Loss of production ☒ Infrastructure failure ☒ Executive order by Governor ☐ Other: _____	☒ Supply augmentation through Emergency Well 1 ☒ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Water allocation through____ ☐ Meet with large water users to discuss their contingency plan.	☒ Supply augmentation through Emergency Well 1 ☒ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Water allocation through____ ☒ Meet with large water users to discuss their contingency plan.

Notification Procedures

Complete Table 20 by selecting trigger for informing customers regarding conservation requests, water use restrictions, and suspensions; notification frequencies; and partners that may assist in the notification process. Add rows to the table as needed.

Table 20. Plan to inform customers regarding conservation requests, water use restrictions, and suspensions

Notification Trigger(s)	Methods (select all that apply)	Update Frequency	Partners
☒ Short-term demand reduction declared (< 1 year)	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☐ Press release (TV, radio, newspaper), ☐ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	
☒ Long-term Ongoing demand reduction declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	Lake Minnetonka Regional Emergency Operations Plan Communities
☒ Governor's critical water deficiency declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	Lake Minnetonka Regional Emergency Operations Plan Communities

Enforcement

Prior to a water emergency, municipal water suppliers must adopt regulations that restrict water use and outline the enforcement response plan. The enforcement response plan must outline how conditions will be monitored to know when enforcement actions are triggered, what enforcement tools will be used, who will be responsible for enforcement, and what timelines for corrective actions will be expected.

Affected operations, communications, and enforcement staff must then be trained to rapidly implement those provisions during emergency conditions.

Important Note:

Disregard of critical water deficiency orders, even though total appropriation remains less than permitted, is adequate grounds for immediate modification of a public water supply authority's water use permit (2013 MN Statutes 103G.291)

Does the city have a critical water deficiency restriction/official control in place that includes provisions to restrict water use and enforce the restrictions? (This restriction may be an ordinance, rule, regulation, policy under a council directive, or other official control) Yes ☒ No ☐

If yes, attach the official control document to this WSP as **Appendix 7**. City Code 53.05 & 53.03.

If no, the municipality must adopt such an official control within 6 months of submitting this WSP and submit it to the DNR as an amendment to this WSP.

Irrespective of whether a critical water deficiency control is in place, does the public water supply utility, city manager, mayor, or emergency manager have standing authority to implement water restrictions? **Yes ☒ No ☐**

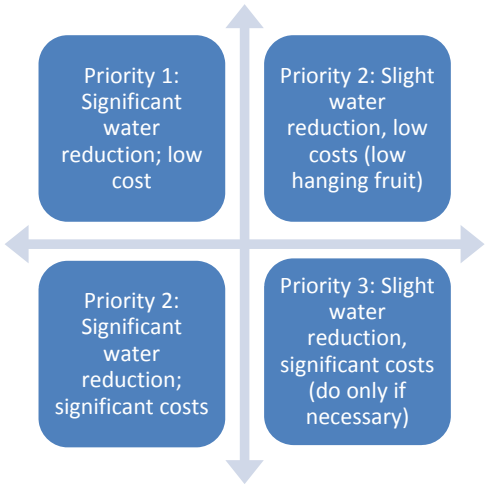
If yes, cite the regulatory authority reference: __ City Code 33.05____

If no, who has authority to implement water use restrictions in an emergency?

City Code 33.05 gives power to Mayor and City Emergency Management Director to establish local emergency; which can be used to restrict water usage as needed. Local emergency is in effect for 3 days, longer if approved by City Council in that time.

PART 3. WATER CONSERVATION PLAN

Minnesotans have historically benefited from the state's abundant water supplies, reducing the need for conservation. There are however, limits to the available supplies of water and increasing threats to the quality of our drinking water. Causes of water supply limitation may include: population increases, economic trends, uneven statewide availability of groundwater, climatic changes, and degraded water quality. Examples of threats to drinking water quality include: the presence of contaminant plumes from past land use activities, exceedances of water quality standards from natural and human sources, contaminants of emerging concern, and increasing pollutant trends from nonpoint sources.



There are many incentives for conserving water; conservation:

- reduces the potential for pumping-induced transfer of contaminants into the deeper aquifers, which can add treatment costs
- reduces the need for capital projects to expand system capacity
- reduces the likelihood of water use conflicts, like well interference, aquatic habitat loss, and declining lake levels
- conserves energy, because less energy is needed to extract, treat and distribute water (and less energy production also conserves water since water is used to produce energy)
- maintains water supplies that can then be available during times of drought

It is therefore imperative that water suppliers implement water conservation plans. The first step in water conservation is identifying opportunities for behavioral or engineering changes that could be made to reduce water use by conducting a thorough analysis of:

- Water use by customer
- Extraction, treatment, distribution and irrigation system efficiencies
- Industrial processing system efficiencies
- Regulatory and barriers to conservation
- Cultural barriers to conservation
- Water reuse opportunities

Once accurate data is compiled, water suppliers can set achievable goals for reducing water use. A successful water conservation plan follows a logical sequence of events. The plan should address both conservation on the supply side (leak detection and repairs, metering), as well as on the demand side (reductions in usage). Implementation should be conducted in phases, starting with the most obvious and lowest-cost options. In some cases, one of the early steps will be reviewing regulatory constraints to water conservation, such as lawn irrigation requirements. Outside funding and grants may be available for implementation of projects. Engage water system operators and maintenance staff and customers in brainstorming opportunities to reduce water use. Ask the question: "How can I help save water?"

Progress since 2006

Is this your community's first Water Supply Plan? Yes ☐ **No ☒**

If yes, describe conservation practices that you are already implementing, such as: pricing, system improvements, education, regulation, appliance retrofitting, enforcement, etc.

If no, complete Table 21 to summarize conservation actions taken since the adoption of the 2006 water supply plan.

Table 21. Implementation of previous ten-year Conservation Plan

2006 Plan Commitments	Action Taken?
Change water rates structure to provide conservation pricing **Tiered, water conservation rate in place.**	☒ **Yes** ☐ No
Water supply system improvements (e.g. leak repairs, valve replacements, etc.) **Ongoing preventative maintenance and immediate repair of leaks.**	☒ **Yes** ☐ No
Educational efforts **City includes watering and conservation tips in City Newsletter, 2017 CCR, website.** **City conservation website: www.mapleplain.com/departments/PublicWorks/water-conservation**	☒ **Yes** ☐ No
New water conservation ordinances	☐ Yes ☒ No
Rebate or retrofitting Program (e.g. for toilet, faucets, appliances, showerheads, dish washers, washing machines, irrigation systems, rain barrels, water softeners, etc.	☐ Yes ☒ No
Enforcement	☐ Yes ☒ No
Describe other: **City installed new water meters which improved water reporting and accuracy**	☒ **Yes** ☐ No

What are the results you have seen from the actions in Table 21 and how were results measured?

Total per capita water demand is decreasing; from nearly 120 gpcd in 2007 to approx.90 gpcd in 2016. New residential water meters were installed which greatly improved accuracy. Unaccounted for water in 2016 was approximately 3 percent.

A. Triggers for Allocation and Demand Reduction Actions

Complete table 22 by checking each trigger below, as appropriate, and the actions to be taken at various levels or stages of severity. Add in additional rows to the table as needed.

Table 22. Short and long-term demand reduction conditions, triggers and actions

Objective	Triggers	Actions
Protect surface water flows	☐ Low stream flow conditions ☒ Reports of declining wetland and lake levels from other agencies. ☐ Other: _____	☒ Increase promotion of conservation measures ☐ Other: _____

Objective	Triggers	Actions
Short-term demand reduction (less than 1 year	☒ Extremely high seasonal water demand (more than double winter demand) ☒ Loss of treatment capacity ☒ Lack of water in storage ☒ State drought plan ☒ Well interference ☐ Other: _____	☒ Adopt (if not already) and enforce the critical water deficiency ordinance to restrict or prohibit lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☒ Supply augmentation through emergency interconnections ☐ Water allocation through____ ☐ Meet with large water users to discuss user's contingency plan.
Long-term demand reduction (>1 year)	☒ Per capita demand increasing ☒ Total demand increase (higher population or more industry). ☐ Water level in well(s) below elevation of _____ ☐ Other: _____	☒ Develop a critical water deficiency ordinance that is or can be quickly adopted to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☒ Enact a water waste ordinance that targets overwatering (causing water to flow off the landscape into streets, parking lots, or similar), watering impervious surfaces (streets, driveways or other hardscape areas), and negligence of known leaks, breaks, or malfunctions. ☒ Meet with large water users to discuss user's contingency plan. ☒ Enhanced monitoring and reporting: audits, meters, billing, etc.
Governor's "Critical Water Deficiency Order" declared	☒ Determined by State	☒ Enact a water waste ordinance that targets overwatering (causing water to flow off the landscape into streets, parking lots, or similar), watering impervious surfaces (streets, driveways or other hardscape areas), and negligence of known leaks, breaks, or malfunctions.

B. Conservation Objectives and Strategies – *Key benchmark for DNR*

This section establishes water conservation objectives and strategies for eight major areas of water use.

Objective 1: Reduce Unaccounted (Non-Revenue) Water loss to Less than 10%

The Minnesota Rural Water Association, the Metropolitan Council and the Department of Natural Resources recommend that all water uses be metered. Metering can help identify high use locations and times, along with leaks within buildings that have multiple meters.

It is difficult to quantify specific unmetered water use such as that associated with firefighting and system flushing or system leaks. Typically, water suppliers subtract metered water use from total water pumped to calculate unaccounted or non-revenue water loss.

Is your five-year average (2012-2017) unaccounted Water Use in Table 2 higher than 10%?

Yes ☒ No ☐

What is your leak detection monitoring schedule? (e.g. Monitor 1/3rd of the city lines per year)

City completes leak detection throughout the City every three years.

Water Audits - are designed to help quantify and track water losses associated with water distribution systems and identify areas for improved efficiency and cost recovery. The American Water Works Association (AWWA) has a recommended water audit methodology which is presented in AWWA's M36 Manual of Water Supply Practices: Water Audits and Loss Control Programs. AWWA also provides a free spreadsheet-based water audit tool that water suppliers can use to conduct their own water audits. This free water audit tool can be found on AWWA's Water Loss Control webpage. Another resource for water audit and water loss control information is Minnesota Rural Water Association.

What is the date of your most recent water audit? __01/2018_____

Frequency of water audits: ☒ **yearly** ☐ **other (specify frequency) _____**
Leak detection and survey: ☐ **every year** ☐ **every other year** ☒ **Every 3 years**
Year last leak detection survey completed: ___2017____

If Table 2 shows annual water losses over 10% or an increasing trend over time, describe what actions will be taken to reach the <10% loss objective and within what timeframe

Unaccounted for water was significant in previous years due to old, inaccurate water meters, but with new water meters installed the unaccounted for water was only 3% in 2016.

Metering -AWWA recommends that every water supplier install meters to account for all water taken into its system, along with all water distributed from its system at each customer's point of service. An effective metering program relies upon periodic performance testing, repair, maintenance or replacement of all meters. Drinking Water Revolving Loan Funds are available for purchase of new meters when new plants are built. AWWA also recommends that water suppliers conduct regular water audits to account for unmetered unbilled consumption, metered unbilled consumption and source water and customer metering inaccuracies. Some cities install separate meters for interior and exterior water use, but some research suggests that this may not result in water conservation.

Complete Table 23 by adding the requested information regarding the number, types, testing and maintenance of customer meters.

Table 23. Information about customer meters

Customer Category	Number of Customers	Number of Metered Connections	Number of Automated Meter Readers	Meter testing intervals (years)	Average age/meter replacement schedule (years)
Residential	554	554	554	As needed	2 / 25
Com/Ind/Instit.	98	98	98	As needed	2 / 25
Public facilities	6	6	6	As needed	2 / 25
Other	-	-	-	-	-
TOTALS	658	658	658	-	-

For unmetered systems, describe any plans to install meters or replace current meters with advanced technology meters. Provide an estimate of the cost to implement the plan and the projected water savings from implementing the plan.

Multi Family and Apartments are often metered as a whole and not individual units.

Table 24. Water source meters

	Number of Meters	Meter testing schedule	Number of Automated Meter Readers	Average age/meter replacement schedule (years
Water source (wells)	3	As needed	3	10+ / 20 <1 / 20 (Wells 3 and 4)
Treatment plant	4	As needed	4	11 / 20

Objective 2: Achieve Less than 75 Residential Gallons per Capita Demand (GPCD)

The 2002 average residential per capita demand in the Twin Cities Metropolitan area was 75 gallons per capita per day.

Is your average 2010-2015 residential per capita water demand in Table 2 more than 75? Yes ☐ **No** ☒

What was your 2012 – 2017 five-year average residential per capita water demand? 40 g/person/day

Describe the water use trend over that timeframe:

New water meters were installed in 2015, greatly increasing accuracy of reported water sales. With the new residential meters in 2016, the residential per capita demand was approximately 56 gpcd. Since 2005, the residential per capita has always been below 75 gpcd. Even with a 50% increase in historic residential sales, the residential per capita demand would not exceed the goal of 75 gpcd.

Complete Table 25 by checking which strategies you will use to continue reducing residential per capita demand and project a likely timeframe for completing each checked strategy (Select all that apply and add rows for additional strategies):

Table 25. Strategies and timeframe to reduce residential per capita demand

Strategy to reduce residential per capita demand	Timeframe for completing work
☐ Revise city ordinances/codes to encourage or require water efficient landscaping.	
☐ Revise city ordinance/codes to permit water reuse options, especially for non-potable purposes like irrigation, groundwater recharge, and industrial use. Check with plumbing authority to see if internal buildings reuse is permitted	
☐ Revise ordinances to limit irrigation. Describe the restricted irrigation plan:	
☐ Revise outdoor irrigation installations codes to require high efficiency systems (e.g. those with soil moisture sensors or programmable watering areas) in new installations or system replacements.	
☒ **Make water system infrastructure improvements. Continue preventative maintenance and replace aging infrastructure.**	**Ongoing**
☐ Offer free or reduced cost water use audits for residential customers.	

Strategy to reduce residential per capita demand	Timeframe for completing work
☒ **Implement a notification system to inform customers when water availability conditions change.**	**Ongoing - CodeRed**
☐ Provide rebates or incentives for installing water efficient appliances and/or fixtures indoors (e.g., low flow toilets, high efficiency dish washers and washing machines, showerhead and faucet aerators, water softeners, etc.)	
☐ Provide rebates or incentives to reduce outdoor water use (e.g., turf replacement/reduction, rain gardens, rain barrels, smart irrigation, outdoor water use meters, etc.)	
☐ Identify supplemental Water Resources	
☒ **Conduct audience-appropriate water conservation education and outreach.**	**Ongoing** **Expand efforts by 2020**
☐ Describe other plans	

Objective 3: Achieve at least 1.5% annual reduction in non-residential per capita water use

(For each of the next ten years, or a 15% total reduction over ten years.) This includes commercial, institutional, industrial and agricultural water users.

Complete Table 26 by checking which strategies you will used to continue reducing non-residential customer use demand and project a likely timeframe for completing each checked strategy (add rows for additional strategies).

Where possible, substitute recycled water used in one process for reuse in another. (For example, spent rinse water can often be reused in a cooling tower.) Keep in mind the true cost of water is the amount on the water bill PLUS the expenses to heat, cool, treat, pump, and dispose of/discharge the water. Don't just calculate the initial investment. Many conservation retrofits that appear to be prohibitively expensive are actually very cost-effective when amortized over the life of the equipment. Often reducing water use also saves electrical and other utility costs. Note: as of 2015, water reuse, and is not allowed by the state plumbing code, M.R. 4715 (a variance is needed). However, several state agencies are addressing this issue.

Table 26. Strategies and timeframe to reduce institutional, commercial industrial, and agricultural and non-revenue use demand

Strategy to reduce total business, industry, agricultural demand	Timeframe for completing work
☐ Conduct a facility water use audit for both indoor and outdoor use, including system components	
☒ **Install enhanced meters capable of automated readings to detect spikes in consumption**	**Ongoing** **(new meters installed in 2015)**
☐ Compare facility water use to related industry benchmarks, if available (e.g., meat processing, dairy, fruit and vegetable, beverage, textiles, paper/pulp, metals, technology, petroleum refining etc.)	
☐ Install water conservation fixtures and appliances or change processes to conserve water	
☒ **Repair leaking system components: Require customer to immediately repair identified leaks and continue City preventative maintenance.**	**Ongoing**
☐ Investigate the reuse of reclaimed water (e.g., stormwater, wastewater effluent, process wastewater, etc.)	
☐ Reduce outdoor water use (e.g., turf replacement/reduction, rain gardens, rain barrels, smart irrigation, outdoor water use meters, etc.)	

Strategy to reduce total business, industry, agricultural demand	Timeframe for completing work
☐ Train employees how to conserve water	
☒ **Implement a notification system to inform non-residential customers when water availability conditions change.**	**Ongoing - CodeRed**
☐ Nonpotable rainwater catchment systems intended to supply uses such as water closets, urinals, trap primers for floor drains and floor sinks, industrial processes, water features, vehicle washing facilities, cooling tower makeup, and similar uses shall be approved by the commissioner. Plumbing code 4714.1702, Published October 31, 2016	
☐ Describe other plans:	

Objective 4: Achieve a Decreasing Trend in Total Per Capita Demand

Include as **Appendix 8** one graph showing total per capita water demand for each customer category (i.e., residential, institutional, commercial, industrial) from 2005-2017 and add the calculated/estimated linear trend for the next 10 years.

Describe the trend for each customer category; explain the reason(s) for the trends, and where trends are increasing.

Total per capita water demand is decreasing; from over 110 gpcd to approx. 90 gpcd in 2015 and 2016. Residential water use has slowly decreased over time and a larger decrease has occurred in commercial per capita water use. New water meters were installed in 2015, greatly increasing accuracy of reported water sales. With the new residential meters in 2016, the residential per capita demand was approximately 56 gpcd.

Objective 5: Reduce Ratio of Maximum day (peak day) to the Average Day Demand to Less Than 2.6

Is the ratio of average 2005-2017 maximum day demand to average 2005-2017 average day demand reported in Table 2 more than 2.6? Yes ☐ **No** ☒

Calculate an average (2005 – 2016) of the ratio of maximum day demand to average day demand: 2.28

The position of the DNR has been that a peak day/average day ratio that is above 2.6 for in summer indicates that the water being used for irrigation by the residents in a community is too large and that efforts should be made to reduce the peak day use by the community.

It should be noted that by reducing the peak day use, communities can also reduce the amount of infrastructure that is required to meet the peak day use. This infrastructure includes new wells, new water towers which can be costly items.

Objective 6: Implement Demand Reduction Measures

Water Conservation Program

Municipal water suppliers serving over 1,000 people are required to adopt demand reduction measures that include a conservation rate structure, or a uniform rate structure with a conservation program that achieves demand reduction. These measures must achieve demand reduction in ways that reduce water demand, water losses, peak water demands, and nonessential water uses. These measures must

be approved before a community may request well construction approval from the Department of Health or before requesting an increase in water appropriations permit volume (Minnesota Statutes, section 103G.291, subd. 3 and 4). Rates should be adjusted on a regular basis to ensure that revenue of the system is adequate under reduced demand scenarios. If a municipal water supplier intends to use a Uniform Rate Structure, a community-wide Water Conservation Program that will achieve demand reduction must be provided.

Current Water Rates

Include a copy of the actual rate structure in **Appendix 9** or list current water rates including base/service fees and volume charges below.

Volume included in base rate or service charge: NONE

Frequency of billing: ☐ Monthly ☐ Bimonthly ☒ Quarterly ☐ Other:

Water Rate Evaluation Frequency: ☐ every year ☐ every ___ years ☒ no schedule

Date of last rate change: __1/1/2011___

Table 27. Rate structures for each customer category (Select all that apply and add additional rows as needed)

Customer Category	Conservation Billing Strategies in Use *	Conservation Neutral Billing Strategies in Use **	Non-Conserving Billing Strategies in Use ***
Residential	☐ Monthly billing ☒ Increasing block rates (volume tiered rates) ☐ Seasonal rates ☐ Time of use rates ☒ Water bills reported in gallons ☐ Individualized goal rates ☐ Excess use rates ☐ Drought surcharge ☐ Use water bill to provide comparisons ☒ Service charge not based on water volume	☐ Uniform ☐ Odd/even day watering	☐ Service charge based on water volume ☐ Declining block ☐ Flat ☐ Other (describe)
Commercial	☐ Monthly billing ☒ Increasing block rates (volume tiered rates) ☐ Seasonal rates ☐ Time of use rates ☒ Water bills reported in gallons ☐ Individualized goal rates ☐ Excess use rates ☐ Drought surcharge ☐ Use water bill to provide comparisons ☒ Service charge not based on water volume	☐ Uniform	☐ Service charge based on water volume ☐ Declining block ☐ Flat ☐ Other (describe)

*** Rate Structures components that may promote water conservation:**

- **Monthly billing:** is encouraged to help people see their water usage so they can consider changing behavior.
- **Increasing block rates (also known as a tiered residential rate structure):** Typically, these have at least three tiers: should have at least three tiers.
    - The first tier is for the winter average water use.
    - The second tier is the year-round average use, which is lower than typical summer use. This rate should be set to cover the full cost of service.
    - The third tier should be above the average annual use and should be priced high enough to encourage conservation, as should any higher tiers. For this to be effective, the difference in block rates should be significant.
- **Seasonal rate:** higher rates in summer to reduce peak demands
- **Time of Use rates:** lower rates for off peak water use
- **Bill water use in gallons:** this allows customers to compare their use to average rates
- **Individualized goal rates:** typically used for industry, business or other large water users to promote water conservation if they keep within agreed upon goals. **Excess Use rates**: if water use goes above an agreed upon amount this higher rate is charged
- **Drought surcharge:** an extra fee is charged for guaranteed water use during drought
- **Use water bill to provide comparisons**: simple graphics comparing individual use over time or compare individual use to others.
- **Service charge or base fee that does not include a water volume** – a base charge or fee to cover universal city expenses that are not customer dependent and/or to provide minimal water at a lower rate (e.g., an amount less than the average residential per capita demand for the water supplier for the last 5 years)
- **Emergency rates** -A community may have a separate conservation rate that only goes into effect when the community or governor declares a drought emergency. These higher rates can help to protect the city budgets during times of significantly less water usage.

****Conservation Neutral****

- **Uniform rate**: rate per unit used is the same regardless of the volume used
- **Odd/even day watering** –This approach reduces peak demand on a daily basis for system operation, but it does not reduce overall water use.

***** Non-Conserving *****

- **Service charge or base fee with water volume:** an amount of water larger than the average residential per capita demand for the water supplier for the last 5 years
- **Declining block rate:** the rate per unit used decreases as water use increases.
- **Flat rate:** one fee regardless of how much water is used (usually unmetered).

Provide justification for any conservation neutral or non-conserving rate structures. If intending to adopt a conservation rate structure, include the timeframe to do so:

NA

Objective 7: Additional strategies to Reduce Water Use and Support Wellhead Protection Planning

Development and redevelopment projects can provide additional water conservation opportunities, such as the actions listed below. If a Uniform Rate Structure is in place, the water supplier must provide a Water Conservation Program that includes at <u>least two</u> of the actions listed below. Check those actions that you intent to implement within the next 10 years.

Table 28. Additional strategies to Reduce Water Use & Support Wellhead Protection

☐	Participate in the GreenStep Cities Program, including implementation of at least one of the 20 "Best Practices" for water
☐	Prepare a master plan for smart growth (compact urban growth that avoids sprawl)
☒	**Prepare a comprehensive open space plan (areas for parks, green spaces, natural areas)** **City developed at Walking and Biking Plan in coordination with Active Living Hennepin Cty.**
☒	**Adopt a water use restriction ordinance (lawn irrigation, car washing, pools, etc.)** **City Code 53.05 to allow for water restrictions to be imposed and provision for enforcement.**
☐	Adopt an outdoor lawn irrigation ordinance
☐	Adopt a private well ordinance (private wells in a city must comply with water restrictions)
☒	**Implement a stormwater management program**
☐	Adopt non-zoning wetlands ordinance (can further protect wetlands beyond state/federal laws-for vernal pools, buffer areas, restrictions on filling or alterations)
☐	Adopt a water offset program (primarily for new development or expansion)
☐	Implement a water conservation outreach program
☐	Hire a water conservation coordinator (part-time)
☐	Implement a rebate program for water efficient appliances, fixtures, or outdoor water management
☒	Other

Objective 8: Tracking Success: How will you track or measure success through the next ten years?

Per Capita water demand will be tracked on a regular basis to confirm the conservation trend and if needed, strength conservation practices.

Tip: The process to monitor demand reduction and/or a rate structure includes:

a) The DNR Hydrologist will call or visit the community the first 1-3 years after the water supply plan is completed.
b) They will discuss what activities the community is doing to conserve water and if they feel their actions are successful. The Water Supply Plan, Part 3 tables and responses will guide the discussion. For example, they will discuss efforts to reduce unaccounted for water loss if that is a problem, or go through Tables 33, 34 and 35 to discuss new initiatives.
c) The city representative and the hydrologist will discuss total per capita water use, residential per capita water use, and business/industry use. They will note trends.
d) They will also discuss options for improvement and/or collect case studies of success stories to share with other communities. One option may be to change the rate structure, but there are many other paths to successful water conservation.
e) If appropriate, they will cooperatively develop a simple work plan for the next few years, targeting a couple areas where the city might focus efforts.

C. Regulation

Complete Table 29 by selecting which regulations are used to reduce demand and improve water efficiencies. Add additional rows as needed.

Copies of adopted regulations or proposed restrictions or should be included in **Appendix 10** (a list with hyperlinks is acceptable).

Table 29. Regulations for short-term reductions in demand and long-term improvements in water efficiencies

Regulations Utilized	When is it applied (in effect)?
☒ **Rainfall sensors required on landscape irrigation systems** **MN State Statue 103G.298**	☒ **Ongoing** ☐ Seasonal ☐ Only during declared Emergencies
☒ **Water efficient plumbing fixtures required** **1992 Federal Energy Policy Act**	☒ **New development** ☒ **Replacement** ☐ Rebate Programs
☒ **Critical/Emergency Water Deficiency ordinance**	☒ **Only during declared Emergencies**
☒ **Watering restriction requirements (time of day, allowable days, etc.)**	☐ Odd/even ☐ 2 days/week ☒ **Only during declared Emergencies**
☐ Water waste prohibited (for example, having a fine for irrigators spraying on the street)	☐ Ongoing ☐ Seasonal ☐ Only during declared Emergencies
☐ Limitations on turf areas (requiring lots to have 10% - 25% of the space in natural areas)	☐ New development ☐ Shoreland/zoning ☐ Other
☐ Soil preparation requirement s (after construction, requiring topsoil to be applied to promote good root growth)	☐ New Development ☐ Construction Projects ☐ Other
☐ Tree ratios (requiring a certain number of trees per square foot of lawn)	☐ New development ☐ Shoreland/zoning ☐ Other
☐ Permit to fill swimming pool and/or requiring pools to be covered (to prevent evaporation)	☐ Ongoing ☐ Seasonal ☐ Only during declared Emergencies
☐ Ordinances that permit stormwater irrigation, reuse of water, or other alternative water use (Note: be sure to check current plumbing codes for updates)	☐ Describe

D. Retrofitting Programs

Education and incentive programs aimed at replacing inefficient plumbing fixtures and appliances can help reduce per capita water use, as well as energy costs. It is recommended that municipal water suppliers develop a long-term plan to retrofit public buildings with water efficient plumbing fixtures and appliances. Some water suppliers have developed partnerships with organizations having similar conservation goals, such as electric or gas suppliers, to develop cooperative rebate and retrofit programs.

A study by the AWWA Research Foundation (Residential End Uses of Water, 1999) found that the average indoor water use for a non-conserving home is 69.3 gallons per capita per day (gpcd). The average indoor water use in a conserving home is 45.2 gpcd and most of the decrease in water use is related to water efficient plumbing fixtures and appliances that can reduce water, sewer and energy costs. In Minnesota, certain electric and gas providers are required (Minnesota Statute 216B.241) to fund programs that will conserve energy resources and some utilities have distributed water efficient showerheads to customers to help reduce energy demands required to supply hot water.

Retrofitting Programs

Complete Table 30 by checking which water uses are targeted, the outreach methods used, the measures used to identify success, and any participating partners.

Table 30. Retrofitting programs (Select all that apply)

Water Use Targets	Outreach Methods	Partners
☐ Low flush toilets, ☐ Toilet leak tablets, ☒ **Low flow showerheads,** ☒ **Faucet aerators;**	☐ Education about ☒ **Free distribution of** ☐ Rebate for ☐ Other	☒ **Gas company** ☒ **Electric company** ☐ Watershed organization
☐ Water conserving washing machines, ☐ Dish washers, ☐ Water softeners;	☐ Education about ☐ Free distribution of ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☐ Watershed organization
☒ **Rain gardens,** ☒ **Rain barrels,** ☒ **Native/drought tolerant landscaping, etc.**	☒ **Education about** ☐ Free distribution of ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☒ **Watershed organization**

Briefly discuss measures of success from the above table (e.g. number of items distributed, dollar value of rebates, gallons of water conserved, etc.):

City supports partner organizations efforts for retrofitting & rebates.

E. Education and Information Programs

Customer education should take place in three different circumstances. First, customers should be provided information on how to conserve water and improve water use efficiencies. Second, information should be provided at appropriate times to address peak demands. Third, emergency notices and educational materials about how to reduce water use should be available for quick distribution during an emergency.

Proposed Education Programs

Complete Table 31 by selecting which methods are used to provide water conservation and information, including the frequency of program components. Select all that apply and add additional lines as needed.

Table 31. Current and Proposed Education Programs

Education Methods	General summary of topics	#/Year	Frequency
Billing inserts or tips printed on the actual bill	Water conservation topics are included in the City Newsletter sent with Utility Bills	4	☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Consumer Confidence Reports	Water conservation included in 2017 report.	1	☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Press releases to traditional local news outlets (e.g., newspapers, radio and TV)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Social media distribution https://www.facebook.com/CityofMaplePlain	Add water conservation information.	-	☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Paid advertisements (e.g., billboards, print media, TV, radio, web sites, etc.)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Presentations to community groups			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Staff training			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Facility tours			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Displays and exhibits			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Marketing rebate programs (e.g., indoor fixtures & appliances and outdoor practices)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community news letters	Water conservation topics are included in the City Newsletter sent with Utility Bills	4	☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Direct mailings (water audit/retrofit kits, showerheads, brochures)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Information kiosk at utility and public buildings	Conservation information or brochures will be made available at City Hall.		☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Public service announcements			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies

Education Methods	General summary of topics	#/Year	Frequency
Cable TV Programs			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Demonstration projects (landscaping or plumbing)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
K-12 education programs (Project Wet, Drinking Water Institute, presentations)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community events (children's water festivals, environmental fairs)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community education classes			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Water week promotions			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Website: https://www.mapleplain.com/departments/PublicWorks/water-conservation	Conservation page with additional links; identify and stop water leaks	24/7	☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Targeted efforts (large volume users, users with large increases)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Notices of ordinances	As needed.	-	☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Emergency conservation notices	Utilize existing CodeRED system for emergency notifications.	-	☒ Ongoing ☐ Seasonal ☒ Only during declared emergencies
Other:			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies

Briefly discuss what future education and information activities your community is considering in the future:

The City has been including tips and information in the City newsletter which is sent four times a year with the utility billing. Conservation was added to the 2017 CCR. The City will work to expand conservation education through newsletter, website, brochures at City Hall, and social media.

PART 4. ITEMS FOR METROPOLITAN AREA COMMUNITIES

Minnesota Statute 473.859 requires WSPs to be completed for all local units of government in the seven-county Metropolitan Area as part of the local comprehensive planning process.

Much of the information in Parts 1-3 addresses water demand for the next 10 years. However, additional information is needed to address water demand through 2040, which will make the WSP consistent with the Metropolitan Land Use Planning Act, upon which the local comprehensive plans are based.

This Part 4 provides guidance to complete the WSP in a way that addresses plans for water supply through 2040.

A. Water Demand Projections through 2040

Complete Table 7 in Part 1D by filling in information about long-term water demand projections through 2040. Total Community Population projections should be consistent with the community's system statement, which can be found on the Metropolitan Council's website and which was sent to the community in September 2015.

Projected Average Day, Maximum Day, and Annual Water Demands may either be calculated using the method outlined in *Appendix 2* of the *2015 Master Water Supply Plan* or by a method developed by the individual water supplier.

B. Potential Water Supply Issues

Complete Table 10 in Part 1E by providing information about the potential water supply issues in your community, including those that might occur due to 2040 projected water use.

The Master Water Supply Plan provides information about potential issues for your community in *Appendix 1 (Water Supply Profiles).* This resource may be useful in completing Table 10.

You may document results of local work done to evaluate impact of planned uses by attaching a feasibility assessment or providing a citation and link to where the plan is available electronically.

C. Proposed Alternative Approaches to Meet Extended Water Demand Projections

Complete Table 12 in Part 1F with information about potential water supply infrastructure impacts (such as replacements, expansions or additions to wells/intakes, water storage and treatment capacity, distribution systems, and emergency interconnections) of extended plans for development and redevelopment, in 10-year increments through 2040. It may be useful to refer to information in the community's local Land Use Plan, if available.

Complete Table 14 in Part 1F by checking each approach your community is considering to meet future demand. For each approach your community is considering, provide information about the amount of

future water demand to be met using that approach, the timeframe to implement the approach, potential partners, and current understanding of the key benefits and challenges of the approach.

As challenges are being discussed, consider the need for: evaluation of geologic conditions (mapping, aquifer tests, modeling), identification of areas where domestic wells could be impacted, measurement and analysis of water levels & pumping rates, triggers & associated actions to protect water levels, etc.

D. Value-Added Water Supply Planning Efforts (Optional)

The following information is not required to be completed as part of the local water supply plan, but completing this can help strengthen source water protection throughout the region and help Metropolitan Council and partners in the region to better support local efforts.

Source Water Protection Strategies

Does a Drinking Water Supply Management Area for a neighboring public water supplier overlap your community? Yes ☐ No ☒

If you answered no, skip this section. If you answered yes, please complete Table 32 with information about new water demand or land use planning-related local controls that are being considered to provide additional protection in this area.

Table 32. Local controls and schedule to protect Drinking Water Supply Management Areas

Local Control	Schedule to Implement	Potential Partners
☒ None at this time	NA	NA
☐ Comprehensive planning that guides development in vulnerable drinking water supply management areas		
☐ Zoning overlay		
☐ Other:		

Technical assistance

From your community's perspective, what are the most important topics for the Metropolitan Council to address, guided by the region's Metropolitan Area Water Supply Advisory Committee and Technical Advisory Committee, as part of its ongoing water supply planning role?

☒ Coordination of state, regional and local water supply planning roles
☐ Regional water use goals
☐ Water use reporting standards
☒ Regional and sub-regional partnership opportunities
☐ Identifying and prioritizing data gaps and input for regional and sub-regional analyses
☐ Others: _____

GLOSSARY

Agricultural/Irrigation Water Use - Water used for crop and non-crop irrigation, livestock watering, chemigation, golf course irrigation, landscape and athletic field irrigation.

Average Daily Demand - The total water pumped during the year divided by 365 days.

Calcareous Fen - Calcareous fens are rare and distinctive wetlands dependent on a constant supply of cold groundwater. Because they are dependent on groundwater and are one of the rarest natural communities in the United States, they are a protected resource in MN. Approximately 200 have been located in Minnesota. They may not be filled, drained or otherwise degraded.

Commercial/Institutional Water Use - Water used by motels, hotels, restaurants, office buildings, commercial facilities and institutions (both civilian and military). Consider maintaining separate institutional water use records for emergency planning and allocation purposes. Water used by multi-family dwellings, apartment buildings, senior housing complexes, and mobile home parks should be reported as Residential Water Use.

Commercial/Institutional/Industrial (C/I/I) Water Sold - The sum of water delivered for commercial/institutional or industrial purposes.

Conservation Rate Structure - A rate structure that encourages conservation and may include increasing block rates, seasonal rates, time of use rates, individualized goal rates, or excess use rates. If a conservation rate is applied to multifamily dwellings, the rate structure must consider each residential unit as an individual user. A community may have a separate conservation rate that only goes into effect when the community or governor declares a drought emergency. These higher rates can help to protect the city budgets during times of significantly less water usage.

Date of Maximum Daily Demand - The date of the maximum (highest) water demand. Typically this is a day in July or August.

Declining Rate Structure - Under a declining block rate structure, a consumer pays less per additional unit of water as usage increases. This rate structure does not promote water conservation.

Distribution System - Water distribution systems consist of an interconnected series of pipes, valves, storage facilities (water tanks, water towers, reservoirs), water purification facilities, pumping stations, flushing hydrants, and components that convey drinking water and meeting fire protection needs for cities, homes, schools, hospitals, businesses, industries and other facilities.

Flat Rate Structure - Flat fee rates do not vary by customer characteristics or water usage. This rate structure does not promote water conservation.

Industrial Water Use - Water used for thermonuclear power (electric utility generation) and other industrial use such as steel, chemical and allied products, paper and allied products, mining, and petroleum refining.

Low Flow Fixtures/Appliances - Plumbing fixtures and appliances that significantly reduce the amount of water released per use are labeled “low flow”. These fixtures and appliances use just enough water to be effective, saving excess, clean drinking water that usually goes down the drain.

Maximum Daily Demand - The maximum (highest) amount of water used in one day.

Metered Residential Connections - The number of residential connections to the water system that have meters. For multifamily dwellings, report each residential unit as an individual user.

Percent Unmetered/Unaccounted For - Unaccounted for water use is the volume of water withdrawn from all sources minus the volume of water delivered. This value represents water “lost” by miscalculated water use due to inaccurate meters, water lost through leaks, or water that is used but unmetered or otherwise undocumented. Water used for public services such as hydrant flushing, ice skating rinks, and public swimming pools should be reported under the category “Water Supplier Services”.

Population Served - The number of people who are served by the community's public water supply system. This includes the number of people in the community who are connected to the public water supply system, as well as people in neighboring communities who use water supplied by the community's public water supply system. It should not include residents in the community who have private wells or get their water from neighboring water supply.

Residential Connections - The total number of residential connections to the water system. For multifamily dwellings, report each residential unit as an individual user.

Residential Per Capita Demand - The total residential water delivered during the year divided by the population served divided by 365 days.

Residential Water Use - Water used for normal household purposes such as drinking, food preparation, bathing, washing clothes and dishes, flushing toilets, and watering lawns and gardens. Should include all water delivered to single family private residences, multi-family dwellings, apartment buildings, senior housing complexes, mobile home parks, etc.

Smart Meter - Smart meters can be used by municipalities or by individual homeowners. Smart metering generally indicates the presence of one or more of the following:

- Smart irrigation water meters are controllers that look at factors such as weather, soil, slope, etc. and adjust watering time up or down based on data. Smart controllers in a typical summer will reduce water use by 30%-50%. Just changing the spray nozzle to new efficient models can reduce water use by 40%.
- Smart Meters on customer premises that measure consumption during specific time periods and communicate it to the utility, often on a daily basis.
- A communication channel that permits the utility, at a minimum, to obtain meter reads on demand, to ascertain whether water has recently been flowing through the meter and onto the premises, and to issue commands to the meter to perform specific tasks such as disconnecting or restricting water flow.

Total Connections - The number of connections to the public water supply system.

Total Per Capita Demand - The total amount of water withdrawn from all water supply sources during the year divided by the population served divided by 365 days.

Total Water Pumped - The cumulative amount of water withdrawn from all water supply sources during the year.

Total Water Delivered - The sum of residential, commercial, industrial, institutional, water supplier services, wholesale and other water delivered.

Ultimate (Full Build-Out) - Time period representing the community's estimated total amount and location of potential development, or when the community is fully built out at the final planned density.

Unaccounted (Non-revenue) Loss - See definitions for "percent unmetered/unaccounted for loss".

Uniform Rate Structure - A uniform rate structure charges the same price-per-unit for water usage beyond the fixed customer charge, which covers some fixed costs. The rate sends a price signal to the customer because the water bill will vary by usage. Uniform rates by class charge the same price-per-unit for all customers within a customer class (e.g. residential or non-residential). This price structure is generally considered less effective in encouraging water conservation.

Water Supplier Services - Water used for public services such as hydrant flushing, ice skating rinks, public swimming pools, city park irrigation, back-flushing at water treatment facilities, and/or other uses.

Water Used for Nonessential Purposes - Water used for lawn irrigation, golf course and park irrigation, car washes, ornamental fountains, and other non-essential uses.

Wholesale Deliveries - The amount of water delivered in bulk to other public water suppliers.

Acronyms and Initialisms

AWWA – American Water Works Association
C/I/I – Commercial/Institutional/Industrial
CIP – Capital Improvement Plan
GIS – Geographic Information System
GPCD – Gallons per capita per day
GWMA – Groundwater Management Area – North and East Metro, Straight River, Bonanza,
MDH – Minnesota Department of Health
MGD – Million gallons per day
MG – Million gallons
MGL – Maximum Contaminant Level
MnTAP – Minnesota Technical Assistance Program (University of Minnesota)
MPARS – MN/DNR Permitting and Reporting System (new electronic permitting system)
MRWA – Minnesota Rural Waters Association
SWP – Source Water Protection
WHP – Wellhead Protection

APPENDICES TO BE SUBMITTED BY THE WATER SUPPLIER

Appendix 1: Well records and maintenance summaries

Go to Part 1C for information on what to include in appendix

Appendix 2: Water level monitoring plan

Go to Part 1E for information on what to include in appendix

Appendix 3: Water level graphs for each water supply well

Go to Part 1E for information on what to include in appendix

Appendix 4: Capital Improvement Plan

Go to Part 1E for information on what to include in appendix

Appendix 5: Emergency Telephone List

Go to Part 2C for information on what to include in appendix

Appendix 6: Cooperative Agreements for Emergency Services

Go to Part 2C for information on what to include in appendix

Appendix 7: Municipal Critical Water Deficiency Ordinance

Go to Part 2C for information on what to include in appendix

Appendix 8: Graph of Ten Years of Annual Per Capita Water Demand for Each Customer Category

Go to Objective 4 in Part 3B for information on what to include in appendix

Appendix 9: Water Rate Structure

Go to Objective 6 in Part 3B for information on what to include in appendix

Appendix 10: Ordinances or Regulations Related to Water Use

Go to Objective 7 in Part 3B for information on what to include in appendix

Appendix 11: Implementation Checklist

Provide a table that summarizes all the actions that the public water supplier is doing, or proposes to do, with estimated implementation dates.

Appendix 12: Sources of Information for Table 10

Provide links or references to the information used to complete Table 10. If the file size is reasonable, provide source information as attachments to the plan.

APPENDIX 1: WELL RECORDS AND MAINTENANCE SUMMARIES

Minnesota Unique Well Number

207090

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING REPORT
Minnesota Statutes Chapter 1031

Entry Date
Update Date 08/18/2014
Received Date

Well Name	Township	Range	Dir	Section	Subsection
MAPLE PLAIN 1	118	24	W	24	DCCBCB

Elevation 1025 **Elev. Method** 7.5 minute topographic map (+/- 5 feet)

Address

Contact MAPLE PLAIN MN 55359
Well MAPLE PLAIN MN 55359

Stratigraphy Information

Geological Material	From	To (ft.)	Color	Hardness
TOP SOIL	0	2	BLACK	
CLAY	2	15	YELLOW	
CLAY	15	74	BLUE	
CLAY AND SAND	74	160	BLUE	
SAND AND GRAVEL	160	173		
CLAY	173	210	BLUE	
FINE SAND	210	223		
FINE SAND AND	223	234		
SHALE	234	242	GREEN	
HARD SANDROCK	242	250	VARIED	
SANDROCK AND	250	300		
SHALE	300	311	GREEN	
SANDROCK VARIOUS	311	334	VARIED	
SHALE	334	338		
SANDROCK	338	362		
SHALE	362	365		
SANDROCK	365	369		
SANDROCK	369	416		
SANDROCK W/TRACE	416	418		

Remarks

IRON 1.7 PPM HARD 320 PPM TASTE-HARD

GAMMA, MULTI, AND CALIPER LOGGED 4-27-2006 FOR ST. LAWRENCE-FRANCONIA STUDY.
M.G.S. NO. 4526.

Well Depth 418 ft. **Depth Completed** 418 ft. **Date Well Completed** 11/00/1939

Drill Method Cable Tool **Drill Fluid**

Use community supply(municipal) **Status** Active

Well Hydrofractured? Yes ☐ No ☐ **From** **To**

Casing Type Single casing **Joint**
Drive Shoe? Yes ☐ No ☐ **Above/Below** 1 ft.

Casing Diameter	Weight	Hole Diameter
10 in. To 238 ft.	lbs./ft.	10 in. To 402 ft.
		8 in. To 418 ft.

Open Hole From 238 ft. To 418 ft.

Screen? ☐ **Type** **Make**

Static Water Level
114 ft. land surface Measure 11/00/1939

Pumping Level (below land surface)
141 ft. 5 hrs. Pumping at g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☒ 12 in. above grade
☐ At-grade (Environmental Wells and Borings ONLY)

Grouting Information Well Grouted? ☐ Yes ☐ No ☐ Not Specified

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☐ Not Installed Date Installed
Manufacturer's name
Model Number HP 30 Volt
Length of drop pipe ft Capacity g.p. Typ

Abandoned
Does property have any not in use and not sealed well(s)? ☐ Yes ☐ No

Variance
Was a variance granted from the MDH for this well? ☐ Yes ☐ No

Miscellaneous
First Bedrock St.Lawrence Formation Aquifer Tunnel City-
Last Strat Wonewoc Sandstone Depth to Bedrock 234 ft
Located by Minnesota Department of Health
Locate Method GPS SA On (averaged)
System UTM - NAD83, Zone 15, Meters X 448342 Y 4984144
Unique Number Verification Information from Input Date 04/06/1999

Angled Drill Hole

Well Contractor
Renner Max Well Co. 27246
Licensee Business Lic. or Reg. No. Name of Driller

Minnesota Unique Well No.

207090

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Entry Date
Update
Received Date 08/18/2014

Well Name	Township	Range	Dir	Section	Subsection	Use	Status	Well Depth	Depth Completed	Date Well Completed	Lic/Reg. No.
MAPLE PLAIN 1	118	24	W	24	DCCBCB	community supply	A	418 ft.	418 ft.	11/00/1939	27246

Elevation 1025 ft. **Elev. Method** 7.5 minute topographic map (+/- 5 feet) **Aquifer** Tunnel City- **Depth to Bedrock** 234 ft **Open Hole** 238 - 418 ft **Static Water Level** 114 ft

Field Located By Minnesota Department of
Unique No. Verified Information from owner
Geological Interpretation John Mossler
Agency (Interpretation)

Locate Method GPS SA On (averaged)
Input Source Minnesota Department of Health
Input Date 04/06/1999

Universal Transverse Mercator (UTM) - NAD83 - Zone 15 -
UTM Easting (X) 448342
UTM Northing (Y) 498414
Interpretaion Method Cuttings + geophysical log

			Depth (ft.)			Elevation (ft.)					
Geological Material	**Color**	**Hardness**	**From**	**To**	**Thickness**	**From**	**To**	**Stratigraphy**	**Primary Lithology**	**Secondary**	**Minor Lithology**
TOP SOIL	BLACK		0	2	2	1025	1023	Recent deposit-black	soil	organic deposits	
CLAY	YELLOW		2	15	13	1023	1010	clay-yellow	clay		
CLAY	BLUE		15	74	59	1010	951	clay-gray	clay		
CLAY AND SAND	BLUE		74	160	86	951	865	clay+sand-gray	clay	sand	
SAND AND GRAVEL			160	173	13	865	852	sand +larger	sand	gravel	
CLAY	BLUE		173	210	37	852	815	clay-gray	clay		
FINE SAND			210	223	13	815	802	sand	sand		
FINE SAND AND GRAVEL			223	234	11	802	791	sand +larger	sand	gravel	
SHALE	GREEN		234	242	8	791	783	St.Lawrence	siltstone	dolomite	
HARD SANDROCK VARIOUS	VARIED		242	250	8	783	775	Tunnel City Group	sandstone	dolomite	shale
SANDROCK AND SHALE			250	300	50	775	725	Tunnel City Group	sandstone	shale	
SHALE	GREEN		300	311	11	725	714	Tunnel City Group	shale	sandstone	glauconite
SANDROCK VARIOUS	VARIED		311	334	23	714	691	Tunnel City Group	sandstone	dolomite	shale
SHALE			334	338	4	691	687	Tunnel City Group	shale	sandstone	
SANDROCK			338	362	24	687	663	Tunnel City Group	sandstone	siltstone	dolomite
SHALE			362	365	3	663	660	Tunnel City Group	shale	sandstone	
SANDROCK			365	369	4	660	656	Tunnel City Group	sandstone	shale	dolomite
SANDROCK			369	416	47	656	609	Wonewoc Sandstone	sandstone		
SANDROCK W/TRACE OF			416	418	2	609	607	Wonewoc Sandstone	sandstone		

TOTAL CONTROL SYSTEMS, INC.

38841 Nyman Drive NE
P.O. Box 40
Stanchfield, MN 55080
320-396-4442 / 320-396-4443 Fax

Date	Invoice #
9/8/2010	5345

Bill To
City of Maple Plain 1620 Maple Avenue P.O. Box 97 Maple Plain, MN 55359

RECEIVED SEP 13 2010

P.O. No.	Terms	Project
Dennis Nelsen	Net 30	

Quantity	Description	Rate	Amount
5	(Kraig 8/12/10) - Well #1 & Tower not functioning or communicating with Water Treatment Plant. Problem most likely due to a lightning strike on 8/10/10. Determined bad components and replaced PLC, AC Input Card, Analog Input card, tower pressure transducer, intrinsic barrier. Programmed controller to function with SCADA system and calibrated new tower pressure transducer. Determined UPS & tower door security switch also bad.	115.00	575.00
3	(Matt 8/13/10) - Installed new UPS in Well #1 PLC Panel, replaced Tower security door switch. Modified Tower Level PLC Scaling to reflect new pressure transducer when tower was near full.	115.00	345.00
1	2088G2S22A1B4 Rosemount 0-100 PSI	1,100.50	1,100.50T
1	1766-L32AWA Allen Bradley	764.42	764.42T
1	1762-IA8 Allen Bradley	156.73	156.73T
1	1762-IF4 Allen Bradley	324.00	324.00T
1	4400-A GRI Door Switch	30.00	30.00T
1	CP1285AVRLCD Cyberpower UPS	128.15	128.15T
156	Mileage	0.70	109.20
	MN State Sales Tax	6.875%	172.14

49400
#311
OK Dennis

~~Insurance claim~~

Please remit to:P.O. Box 40
Thank you.

Total $3,705.14

totalcontrol SYSTEMS, INC
38841 Nyman Drive NE
P.O. Box 40
Stanchfield, MN 55080-0040

Date	Invoice No.
1/16/2012	5926

Bill To

City of Maple Plain
1620 Maple Avenue
P.O. Box 97
Maple Plain, MN 55359

P.O. No.	Terms	Project
Dennis Nelsen	Net 30	

Quantity	Description	Rate	Amount
4	(Kraig 1/3/12) - Well #1 & Tower communication not working. Found fault in Well #1 PLC, cleared fault and loaded program. Verified operation.	120.00	480.00
79	Mileage	0.70	55.30
	MN State Sales Tax	6.875%	0.00

RECEIVED JAN 19 2012

49400
#311
Dennis

PLEASE REMIT PAYMENT TO: PO BOX 40.
THANK YOU!

Total $535.30

Phone: 320-396-4442 www.tcsinfo.com Fax: 320-396-4443

Minnesota Unique Well Number

207407

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING REPORT

Minnesota Statutes Chapter 1031

Entry Date
Update Date 08/18/2014
Received Date

Well Name	Township	Range	Dir	Section	Subsection
MAPLE PLAIN 2	118	24	W	24	CDDDCA

Elevation 1035 **Elev. Method** 7.5 minute topographic map (+/- 5 feet)

Address

Well 1620 MAPLE AV MAPLE PLAIN MN 55359
Contact MAPLE PLAIN MN 55359

Stratigraphy Information

Geological Material	From	To (ft.)	Color	Hardness
CLAY	0	40		
GRAY CLAY SOME	40	105	GRAY	
HARD CLAY, GRAVEL	105	165	YELLOW	HARD
SOFT YELLOW CLAY	165	170	YELLOW	SOFT
HARD CLAY, GRAVEL	170	214		HARD
DIRTY SANDSTONE	214	226		
DIRTY SANDSTONE	226	228		
SHALE	228	243	GRAY	
GREEN SANDY SHALE	243	250	GREEN	
RED SHALE	250	255	RED	
GREEN SANDY SHALE	255	265	GREEN	
HARD SHALE	265	285		HARD
GREEN SHALE AND	285	364	GREEN	
GREEN SHALE AND	364	365	GREEN	
WHITE SANDSTONE	365	428	WHITE	
SHALE AND	428	435		

Remarks

DETONATED 8 SHOTS TOTALING 124 LBS. OF 75 PER CENT GELATINE.
GAMMA LOGGED 4-7-1993.
MAPLE PLAIN MUNI #2 MP=1.5
PUMPAGE TEST 400 GPM-BEFORE SHOOTING 630 GPM-AFTER SHOOTING

Well Depth 435 ft. **Depth Completed** 435 ft. **Date Well Completed** 10/01/1959

Drill Method Cable Tool **Drill Fluid**

Use community supply(municipal) **Status** Active

Well Hydrofractured? Yes ☐ No ☐ **From** **To**

Casing Type Single casing **Joint**
Drive Shoe? Yes ☐ No ☐ **Above/Below** 1.5 ft.

Casing Diameter **Weight**
16 in. To 241 ft. lbs./ft.

Open Hole From 241 ft. To 435 ft.

Screen? ☐ **Type** **Make**

Static Water Level
119 ft. land surface Measure 10/01/1959

Pumping Level (below land surface)
187 ft. hrs. Pumping at 400 g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☒ 12 in. above grade
☐ At-grade (Environmental Wells and Borings ONLY)

Grouting Information Well Grouted? ☐ Yes ☐ No ☐ Not Specified

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☐ Not Installed Date Installed
Manufacturer's name PEERLESS
Model Number HP 30 Volt 220
Length of drop pipe ft Capacity g.p. Typ

Abandoned
Does property have any not in use and not sealed well(s)? ☐ Yes ☐ No

Variance
Was a variance granted from the MDH for this well? ☐ Yes ☐ No

Miscellaneous
First Bedrock Tunnel City Group Aquifer Tunnel City-
Last Strat Eau Claire Formation Depth to Bedrock 226 ft
Located by Minnesota Department of Health
Locate Method GPS SA On (averaged)
System UTM - NAD83, Zone 15, Meters X 448245 Y 4984041
Unique Number Verification Information from Input Date 04/06/1999

Angled Drill Hole

Well Contractor
Tri-state Well Co. 27118 BERTTHIAUME,M
Licensee Business Lic. or Reg. No. Name of Driller

Minnesota Unique Well No.

207407

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Entry Date
Update
Received Date 08/18/2014

Well Name	Township	Range	Dir	Section	Subsection	Use	Status	Well Depth	Depth Completed	Date Well Completed	Lic/Reg. No.
MAPLE PLAIN 2	118	24	W	24	CDDDCA	community supply	A	435 ft.	435 ft.	10/01/1959	27118

Elevation 1035 ft. **Elev. Method** 7.5 minute topographic map (+/- 5 feet) **Aquifer** Tunnel City- **Depth to Bedrock** 226 ft **Open Hole** 241 - 435 ft **Static Water Level** 125.5 ft

Field Located By Minnesota Department of
Unique No. Verified Information from owner
Geological Interpretation John Mossler
Agency (Interpretation)

Locate Method GPS SA On (averaged)
Input Source Minnesota Department of Health
Input Date 04/06/1999

Universal Transverse Mercator (UTM) - NAD83 - Zone 15 -
UTM Easting (X) 448245
UTM Northing (Y) 498404
Interpretaion Method Inferred from geophysical log

			Depth (ft.)			Elevation (ft.)					
Geological Material	**Color**	**Hardness**	**From**	**To**	**Thickness**	**From**	**To**	**Stratigraphy**	**Primary Lithology**	**Secondary**	**Minor Lithology**
CLAY			0	40	40	1035	995	clay	clay		
GRAY CLAY SOME GRAVEL	GRAY		40	105	65	995	930	pebbly sand/silt/clay-	clay	gravel	
HARD CLAY, GRAVEL	YELLOW	HARD	105	165	60	930	870	pebbly sand/silt/clay	clay	gravel	
SOFT YELLOW CLAY	YELLOW	SOFT	165	170	5	870	865	clay-yellow	clay		
HARD CLAY, GRAVEL		HARD	170	214	44	865	821	pebbly sand/silt/clay	clay	gravel	
DIRTY SANDSTONE			214	226	12	821	809	sand+silt	sand	silt	
DIRTY SANDSTONE			226	228	2	809	807	Tunnel City Group	sandstone	shale	dolomite
SHALE	GRAY		228	243	15	807	792	Tunnel City Group	sandstone	shale	dolomite
GREEN SANDY SHALE	GREEN		243	250	7	792	785	Tunnel City Group	sandstone	shale	dolomite
RED SHALE	RED		250	255	5	785	780	Tunnel City Group	shale	dolomite	sandstone
GREEN SANDY SHALE	GREEN		255	265	10	780	770	Tunnel City Group	sandstone	shale	dolomite
HARD SHALE		HARD	265	285	20	770	750	Tunnel City Group	shale	sandstone	dolomite
GREEN SHALE AND	GREEN		285	364	79	750	671	Tunnel City Group	shale	sandstone	dolomite
GREEN SHALE AND	GREEN		364	365	1	671	670	Wonewoc Sandstone	sandstone		
WHITE SANDSTONE	WHITE		365	428	63	670	607	Wonewoc Sandstone	sandstone		
SHALE AND SANDSTONE			428	435	7	607	600	Eau Claire Formation	shale	sandstone	

Minnesota Well Index - Stratigraphy Report | **207407** | Printed on 02/16/2018

Invoice

ELECTRICAL INSTALLATION & MAINT. CO
1480 COUNTY ROAD 90
MAPLE PLAIN, MN 55359
(763) 479-3744

Invoice Number: 0010849-IN

Invoice Date: 9/14/2009

RECEIVED SEP 15 2009

Job Number: 6970000

CITY OF MAPLE PLAIN
PO BOX 97
MAPLE PLAIN, MN 55359

Contact: DENNIS

Terms: NET 30

Item Code	Description	UM	Quantity	Price	Amount
	CONTROL WORK ON WELL AT CITY HALL.				
LS	LABOR - SERVICE WORK		4.000	95.000	380.00

49400
#311
OK Dennis

Net Invoice:	380.00
Invoice Total:	**380.00**
Retention Amount:	0.00

INVOICE

INVOICE NO. 3

BERGERSON-CASWELL, INC.
WELL DRILLING AND PUMPS
5115 Industrial Street
Maple Plain, MN 55359
763-479-3121

RECEIVED NOV 17 2009

BILL TO
City of Maple Plain
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

JOB
City of Maple Plain-#2 Pipelin
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	11/13/09	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		JOB# 09-T-27061		
		RE: Invoice for Well #2 Discharge Piping Modifications.		
	6	HR Labor to Remove, Fabricate & Reinstall the Discharge Pipeline	150.00	900.00*
	1	LS (2) 4" 45 Degree Weld Elbows (2) 4" Weld Slip on Flanges (6'-8') of 4" Steel Sch 40 Pipe (2) 8" Gaskets, (2) 6" Gaskets, (4) 4" Gaskets Blind Steel Plates/Blind Flanges for Capping	350.00	350.00*
	0	After Preforming Project, Well Pump Would Not Operate as Designed. Additional Labor & Materials Where Needed to Correct the Issue.	0.00	0.00*
	1	LS Labor & Materials need for Reconfiguring Electrial Starting Sequence	1150.00	1,150.00*

49400
#311
OK w Dennis

* means item is non-taxable
THANK YOU FOR YOUR BUSINESS!

PAST DUE ACCOUNTS SUBJECT TO 1.500% FINANCE CHARGES PER MONTH PLUS ALL COLLECTION COSTS.

SALE AMOUNT	2,400.00
TOTAL	$2,400.00

TOTAL CONTROL SYSTEMS, INC.

38841 Nyman Drive NE
P.O. Box 40
Stanchfield, MN 55080
320-396-4442 / 320-396-4443 Fax

Date	Invoice #
3/18/2010	5169

Bill To
City of Maple Plain 1620 Maple Avenue P.O. Box 97 Maple Plain, MN 55359

P.O. No.	Terms	Project
Dennis Nelsen	Net 30	

Quantity	Description	Rate	Amount
1	Full & final billing for the Well #2 SCADA project per quote on 1/29/10, includes state sales tax.	2,200.00	2,200.00
	MN State Sales Tax	6.875%	0.00

RECEIVED MAR 19 2010

4400
#227
OK Dennis

Please remit to:P.O. Box 40
Thank you.

Total $2,200.00

INVOICE

BERGERSON-CASWELL, INC.
WELL DRILLING AND PUMPS
5115 Industrial Street
Maple Plain, MN 55359
PH: 763-479-3121
FX: 763-479-2183

BILL TO
City of Maple Plain
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

JOB
City of Maple Plain #2
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	12/31/10	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		JOB# 10-T-28620		
		Attn: Dennis		
		RE: Run test on well #2. Reset VFD Controls due to power loss. Explained to Dennis what to do in the future. Also programed safety factor into the system.		
		*All applicable State and Federal Taxes have been paid on all Installed Materials for this Installation and are included in the Material Prices.		
	1.5	HR Reset VFD Controls	125.00	187.50*

* Service call for VFD on well #2
This was effected by the electrical surge.

RECEIVED JAN - 7 2011

49400
#311
OK Dennis

* means item is non-taxable
THANK YOU FOR YOUR BUSINESS!

PAST DUE ACCOUNTS SUBJECT TO 1.500% FINANCE CHARGES PER MONTH PLUS ALL COLLECTION COSTS.

SALE AMOUNT	187.50
TOTAL	$1

All payments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when applicable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services,

Rec'd 4-20-11

TOTAL CONTROL SYSTEMS, INC.

38841 Nyman Drive NE
P.O. Box 40
Stanchfield, MN 55080
320-396-4442 / 320-396-4443 Fax

Date	Invoice #
4/15/2011	5547

Bill To
City of Maple Plain 1620 Maple Avenue P.O. Box 97 Maple Plain, MN 55359

P.O. No.	Terms	Project
Dennis Nelsen	Net 30	

Quantity	Description	Rate	Amount
4.5	(Matt 4/7/11) - Well #2 Radio kept going into failure. Replaced the existing Omni Antenna with a Y4503 Yagi Antenna and raised the antenna higher with piping. Ran new LMR-400 antenna cable with new antenna cable ends. The new antenna fixed the problem and everything was working properly.	115.00	517.50
35	35' feet of LMR-400 Antenna Cable	0.85	29.75T
2	EZ-400-NMH-D Antenna Cable Ends	7.64	15.28T
1	Y4503 Yagi Antenna	124.25	124.25T
1	Misc. 1" piping, duct seal, and silicone.	27.94	27.94T
52	Mileage	0.70	36.40
	MN State Sales Tax	6.875%	13.56

Please remit to:P.O. Box 40
Thank you.

Total $764.68

49402
#
OK Dennis

INVOICE

INVOICE NO. 21170

BERGERSON-CASWELL, INC.
WELL DRILLING AND PUMPS
5115 Industrial Street
Maple Plain, MN 55359
PH: 763-479-3121
FX: 763-479-2183

BILL TO
City of Maple Plain
PO Box 97
Maple Plain, MN 55359

JOB
35112T-Maple Plain-Well #2
1620 Maple Street
PO Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	2/4/16	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		JOb #35112T		
		RE: Invoice for Well Pump#2		
		*All applicable State and Federal Taxes have been paid on all Installed Materials for this Installation and are included in the Material Prices.		
	1	LS Remove well pump#2 and weld cap on well to protect while demolition of building takes place	3,000.00	3,000.00

452-49357-500

THANK YOU FOR YOUR BUSINESS!

PAST DUE ACCOUNTS SUBJECT TO 1.5% FINANCE CHARGES PER MONTH PLUS ALL COLLECTION COSTS.

SALE AMOUNT	3,000.00
TOTAL	$3,000.00

All payments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when applicable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services, those items will be converted to Images and processed using the ACH Services.

COMPUTEREASE FORMS DIVISION (877) 577-5791 CE-1013L T196016

Equal Opportunity Employer / Contractor

Minnesota Unique Well Number

112238

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING REPORT

Minnesota Statutes Chapter 1031

Entry Date
Update Date 11/30/2016
Received Date

Well Name	Township	Range	Dir	Section	Subsection
MAPLE PLAIN 3	118	24	W	24	CCCACD

Elevation 1020 **Elev. Method** Calc from DEM (USGS 7.5 min or equiv.)

Address

Contact MAPLE PLAIN MN 55349
Well MAPLE PLAIN MN 55359

Stratigraphy Information

Geological Material	From	To (ft.)	Color	Hardness
CLAY	0	30		
SANDY CLAY	30	57	BLUE	
CLAY	57	162	BLUE	
GRAVEL	162	166		
CLAY	166	284	BLUE	
HARD-PACKED	284	286		HARD
HARD PACKED	286	290		HARD
SAND, SHALE, AND	290	299		
SHALE STICKY	299	312		
SAND, SHALE, AND	312	335		
SHALEY SANDROCK	335	342		
SHALEY, SANDROCK	342	393		
SHALEY, SANDROCK	393	469		
EAU CLAIRE-MT.	469	475	GRAY	SOFT
EAU CLAIRE-MT.	475	515	GRAY	SOFT
MT. SIMON	515	580	WHITE	SOFT

Remarks

GAMMA LOGGED 5-13-1993 & 7-14-1993 AFTER GRAVEL PACK REMOVED.

IN 1994 SCREEN WAS PULLED AND THE WELL WAS DEEPENED.
M.G.S. NO. 3619. CUTTING FROM 450-570 FT.
MAPLE PLAIN MUNI #3 MP=2.25
WELL GRAVEL PACKED HAS 70 FT. OF SCREEN AND 60 FT. OF LEADER PIPE.

Well Depth 580 ft. **Depth Completed** 534 ft. **Date Well Completed** 04/20/1978

Drill Method Cable Tool **Drill Fluid**

Use community supply(municipal) **Status** Active

Well Hydrofractured? Yes ☐ No ☐ **From** **To**

Casing Type Step down **Joint** Welded
Drive Shoe? Yes ☐ No ☒ **Above/Below** 2 ft.

Casing Diameter	Weight	Hole Diameter
30 in. To 59 ft.	lbs./ft.	24 in. To 534 ft.
18 in. To 534 ft.	lbs./ft.	18 in. To 580 ft.
24 in. To 333 ft.	lbs./ft.	

Open Hole From 534 ft. To 580 ft.

Screen? ☒ **Type** **Make**

Static Water Level
128 ft. land surface Measure 09/27/1994

Pumping Level (below land surface)
220 ft. hrs. Pumping at 650 g.p.m.

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☒ 12 in. above grade
☐ At-grade (Environmental Wells and Borings ONLY)

Grouting Information Well Grouted? ☒ Yes ☐ No ☐ Not Specified

Material	Amount	From	To
neat cement	36 Cubic yards	0 ft.	534 ft.
neat cement	0	0 ft.	60 ft.

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☒ Yes ☐ No

Pump ☐ Not Installed Date Installed 00/07/1994
Manufacturer's name JOHNSTON
Model Number TK-61554A HP 125 Volt 240
Length of drop pipe 280 ft Capacity 650 g.p. Typ Turbine

Abandoned
Does property have any not in use and not sealed well(s)? ☐ Yes ☒ No

Variance
Was a variance granted from the MDH for this well? ☐ Yes ☐ No

Miscellaneous
First Bedrock Tunnel City Group Aquifer Mt.Simon
Last Strat Mt.Simon Sandstone Depth to Bedrock 286 ft
Located by Minnesota Department of Health
Locate Method Digitization (Screen) - Map (1:24,000)
System UTM - NAD83, Zone 15, Meters X 447667 Y 4984120
Unique Number Verification Information from Input Date 04/06/1999

Angled Drill Hole

Well Contractor

Licensee Business	Lic. or Reg. No.	Name of Driller
Bergerson-Caswell	27058	MANTHIE, D.

Minnesota Unique Well No.

112238

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Entry Date
Update
Received Date 11/30/2016

Well Name	Township	Range	Dir	Section	Subsection	Use	Status	Well Depth	Depth Completed	Date Well Completed	Lic/Reg. No.
MAPLE PLAIN 3	118	24	W	24	CCCACD	community supply	A	580 ft.	534 ft.	04/20/1978	27058

Elevation 1020 ft. **Elev. Method** Calc from DEM (USGS 7.5 min or equiv.) **Aquifer** Mt.Simon **Depth to Bedrock** 286 ft **Open Hole** 534 - 580 ft **Static Water Level** 128 ft

Field Located By Minnesota Department of
Unique No. Verified Information from owner
Geological Interpretation John Mossler
Agency (Interpretation)

Locate Method Digitization (Screen) - Map (1:24,000)
Input Source Minnesota Department of Health
Input Date 04/06/1999

Universal Transverse Mercator (UTM) - NAD83 - Zone 15 -
UTM Easting (X) 447667
UTM Northing (Y) 498412
Interpretaion Method Cuttings + geophysical log

			Depth (ft.)			Elevation (ft.)					
Geological Material	**Color**	**Hardness**	**From**	**To**	**Thickness**	**From**	**To**	**Stratigraphy**	**Primary Lithology**	**Secondary**	**Minor Lithology**
CLAY			0	30	30	1020	990	clay	clay		
SANDY CLAY	BLUE		30	57	27	990	963	clay+sand-gray	clay	sand	
CLAY	BLUE		57	162	105	963	858	clay-gray	clay		
GRAVEL			162	166	4	858	854	gravel (+larger)	gravel		
CLAY	BLUE		166	284	118	854	736	clay-gray	clay		
HARD-PACKED GRAVEL		HARD	284	286	2	736	734	gravel (+larger)	gravel		
HARD PACKED GRAVEL		HARD	286	290	4	734	730	Tunnel City Group	sandstone	shale	dolomite
SAND, SHALE, AND LIME			290	299	9	730	721	Tunnel City Group	sandstone	shale	dolomite
SHALE STICKY			299	312	13	721	708	Tunnel City Group	shale	sandstone	
SAND, SHALE, AND LIME			312	335	23	708	685	Tunnel City Group	sandstone	shale	dolomite
SHALEY SANDROCK			335	342	7	685	678	Tunnel City Group	sandstone	shale	
SHALEY, SANDROCK			342	393	51	678	627	Wonewoc Sandstone	sandstone		
SHALEY, SANDROCK			393	469	76	627	551	Eau Claire Formation	shale	sandstone	
EAU CLAIRE-MT. SIMON	GRAY	SOFT	469	475	6	551	545	Eau Claire Formation	shale	sandstone	
EAU CLAIRE-MT. SIMON	GRAY	SOFT	475	515	40	545	505	Mt.Simon Sandstone	sandstone	shale	
MT. SIMON	WHITE	SOFT	515	580	65	505	440	Mt.Simon Sandstone	sandstone		

QUALITY SERVICE SINCE 1969
Ouverson
SEWER AND WATER, INC
PO Box 702
Buffalo, MN 55313

RECEIVED SEP - 1 2009

Invoice

Date	Invoice #
8/31/09	2222

Bill To
City of Maple Plain PO Box 97 Maple Plain, MN 55359

Jobsite Address
City shop well house

P.O. #	Terms

Date	Description	Amount
8/27/09	Inspected drain line w/ sewer camera Well #3	49400 #311 OK Dennis

Total	$ 175.00
Payments/Credits	$ 0.00
Balance Due	$ 175.00

VISA MasterCard DISCOVER NETWORK

INVOICE

BERGERSON-CASWELL, INC.
WELL DRILLING AND PUMPS
5115 Industrial Street
Maple Plain, MN 55359
PH: 763-479-3121
FX: 763-479-2183

INVOICE NO. 90

BILL TO
City of Maple Plain
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

JOB
32246T-Maple Plain Well-#3
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	10/30/13	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Job #32246T		
		RE: Rebuild packing assembly on well #3.		
		*All applicable State and Federal Taxes have been paid on all Installed Materials for this Installation and are included in the Material Prices.		
	1	LS Materials for rebuilding packing gland assembly	350.00	350.00*
	2	HR Labor T. Feltman	120.00	240.00*
	16	HR Labor E. Dvorak, E. Fergerson	190.00	3,040.00*

49400
#400
Brunt

* means item is non-taxable
THANK YOU FOR YOUR BUSINESS!

PAST DUE ACCOUNTS SUBJECT TO 1.5% FINANCE CHARGES PER MONTH PLUS ALL COLLECTION COSTS.

SALE AMOUNT	3,630.00
TOTAL	$3,6

All payments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when applicable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services, those items will be converted to Images and processed using the ACH Services.

INVOICE

INVOICE NO.

BERGERSON-CASWELL, INC.
WELL DRILLING AND PUMPS
5115 Industrial Street
Maple Plain, MN 55359
PH: 763-479-3121
FX: 763-479-2183

BILL TO
City of Maple Plain
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

JOB
33658T-Maple Plain Well-#3
1620 Maple Street
P.O. Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	11/11/14	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Job #33658T		
		RE: WELL PUMP #3 VIBRATIONS.		
		*All applicable State and Federal Taxes have been paid on all Installed Materials for this Installation and are included in the Material Prices.		
		This pump is operating within the motors critical frequency and is showing signs of harmonic vibrations. During startup the pump ramps up to 55 hz to achieve set point as it slows down the performance improves because we are operating further from the harmonic frequency that is vibrating the installation.		
	2	HR Labor Eric F	85.00	170.00
	1	HR Labor Terry F	85.00	85.00

THANK YOU FOR YOUR BUSINESS!

PAST DUE ACCOUNTS SUBJECT TO 1.5% FINANCE CHARGES PER MONTH PLUS ALL COLLECTION COSTS.

SALE AMOUNT	255.00
TOTAL	$255.00

All payments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when applicable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services, those items will be converted to Images and processed using the ACH Services.

COMPUTEREASE FORMS DIVISION (877) 577-5791 CE-1013L T-156199

Equal Opportunity Employer / Contractor

INVOICE

INVOICE NO. 7

SWELL, INC.
G AND PUMPS
ustrial Street
Iain, MN 55359
H: 763-479-3121
FX: 763-479-2183

ty of Maple Plain
PO Box 97
Maple Plain, MN 55359

JOB

36187T-Maple Plain-#3 Test
PO Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	9/30/16	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Job #36187T		
		RE: Invoice for performance testing on pump#3 for City of Maple Plain.		
		NOTES The pump is performing as designed. The testing results are similar to that of the last 2 years. The water levels were higher, but it is most likely due to the lesser amount of pumping hours this past year.		
	2	HR Labor for performance testing	150.00	300.00

601-49400-311

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THANK YOU FOR YOUR BUSINESS!
Past due accounts subject to 1.5% finance charge per month plus collection costs

SALE AMOUNT	300.00
TOTAL	$300.00

ayments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when licable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services, e items will be converted to Images and processed using the ACH Services.

UTEREASE FORMS DIVISION (877) 577-5791 CE-1013L T196016

Equal Opportunity Employer / Contractor

TURBINE PUMP
(MOTOR, PUMP, PERFORMANCE RECORD)

(AS INSTALLED) **(AS TESTED)** DATE: September 14, 2015

stomer/Owner: City of Maple Plain Well/Pump 3

Address/Location:

Persons on Job Site: Matt

MOTOR INFO: 230/460

Frame Horsepower 50 Stand Still Volts Running Volt: 477/478/479

326TP Manufacturer US R.P.M 1780 Full Load Amps 57 S.F.Amps

BOWL DESIGN: G.P.M. 600 T.D.H. 265 Megger Readin

Drive AMP

PERFORMANCE TEST: Static Water Level 108 Well Diameter 24" to 355' Well Depth 404'

38.1

Test #1: HZ 52.6 AMPS 38.1/38.1/38.3 G.P.M. 400 Water Level 134.6 P.S.I. 10 T.D.H. 157

48.8

Test #2: HZ 52.6 AMPS 34.5/35.5/35.4 G.P.M. 220 Water Level 130 P.S.I. 20 T.D.H. 176

36.4

43: HZ 54.9 AMPS 34.6/36.1/35.7 G.P.M. 100-85 Water Level 128 P.S.I. 40 T.D.H. 220

T.D.H. = Pumping Water Level in Feet + (P.S.I. reading x 2.31) + Friction Loss In Column + Fittings

Example: Information Given: 1000 G.P.M., 150' Water Level, 50 P.S.I.,3.5' Friction Loss

Therefore: 150' + (50# x 2.31 or 115.5') + 3.5' = 269' T.G.H.

OR

The pump is producing 1000 G.P.M. at 269' T.D.H.

Does Well Pump Sand? Yes / **No** If So, How Much? Test #1 " in Gallon Jar

Test #2 " in Gallon Jar

Test #3 " in Gallon Jar

Closed Valve Test: P.S.I. Reading Water Level

Vibration Record: Vibration in Mils:

A	1.6-2.0	90° from Discharge
B	1.2-1.6	In Line with Discharge
C	0.8-1.0	90° from Discharge
D	0.7	In Line with Discharge

Tested By: Eric F.

Problems/Comments: Allen Bradley Power flex/ Unique well # 112238 / 16279 hours

Customer/Owner Comment:

INVOICE

INVOICE NO.

601-49400-311

ERSON-CASWELL, INC.
ELL DRILLING AND PUMPS
5115 Industrial Street
Maple Plain, MN 55359
PH: 763-479-3121
FX: 763-479-2183

BILL TO
City of Maple Plain
PO Box 97
Maple Plain, MN 55359

JOB
36876T-Maple Plain-Well #3
PO Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	7/17/17	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Job# 36876T		
		RE: INVOICE FOR EMERGENCY REPAIRS AND SERVICES TO WELL PUMP #3		
		*All applicable State and Federal Taxes have been paid on all Installed Materials for this Installation and are included in the Material Prices.		
	1	LS Remove pump installation & shaft clamps to hold pump	1,850.00	1,850.00
	1	LS Reinstall Temporary Submersible pump installation and modify controls	2,150.00	2,150.00
	55	HR Shop Labor to recondition the installation and all components	85.00	4,675.00
	8	EA Furnish 8" x 10' T&C drop pipe	480.00	3,840.00
	1	EA Furnish 8" x 5' T&C drop pipe	280.00	280.00
	1	EA Furnish 8" x 10' TOE tail pipe	420.00	420.00
	3	EA 1.25" SS Shaft couplings	40.00	120.00
	27	EA 1.25" x 1.375" Shaft wear sleeves	70.00	1,890.00
	16	EA Spider bearing assemblies	105.00	1,680.00
	1	LS Replace Head/Base shaft as needed in length	650.00	650.00
	4	EA 1.25" x 120" 416 SS Line Shaftf	220.00	880.00
	27	EA F & I line shaft bearings	25.00	675.00
	1	LS Recondition discharge-head, replace bearing, grease fitting, packing,studs/nuts.	450.00	450.00
	4	EA Machine impeller and casting, install wear ring	400.00	1,600.00

SALE AMOUNT	
TOTAL	

All payments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when applicable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services, those items will be converted to Images and processed using the ACH Services.

OMPUTEREASE FORMS DIVISION (877) 577-5791 CE-1013L T239140

Equal Opportunity Employer / Contractor

INVOICE

INVOICE NO.

ERSON-CASWELL, INC.
ELL DRILLING AND PUMPS
5115 Industrial Street
Maple Plain, MN 55359
PH: 763-479-3121
FX: 763-479-2183

BILL TO
City of Maple Plain
PO Box 97
Maple Plain, MN 55359

JOB
36876T-Maple Plain-Well #3
PO Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	7/17/17	2

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
	1	LS Replace complete set of bowl bearings	650.00	650.00
	1	LS Recondition 50 Hp VHS Motor	2,355.00	2,355.00
	270	FT Epoxy coat all column pipe sections inside and out	19.00	5,130.00
	1	LS Remove temporary submersible pump	2,150.00	2,150.00
	1	LS Reinstall reconditioned pump	2,150.00	2,150.00
	1	LS Start up and test the installation Balance, etc.	1,575.00	1,575.00
	1	LS Nova Spec to rebalance the installation	1,200.00	1,200.00

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THANK YOU FOR YOUR BUSINESS!
Past due accounts subject to 1.5% finance charge per month plus collection costs

SALE AMOUNT	36,370.00
TOTAL	$36,370.00

payments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when plicable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services, se items will be converted to Images and processed using the ACH Services.

PUTEREASE FORMS DIVISION (877) 577-5791 CE-1013L T239140

Equal Opportunity Employer / Contractor

BERGERSON-CASWELL
INCORPORATED

Bergerson - Caswell Inc.
5115 Industrial Street
Maple Plain, MN 55359

July 15, 2017

CITY OF MAPLE PLAIN
Attn: Mr. Matt Morris
1620 Maple Avenue
Maple Plain, MN 55359

RE: INVOICE FOR EMERGENCY REPAIRS AND SERVICES TO WELL PUMP #3

Dear Mr. Morris;
Bergerson-Caswell Inc appreciates the opportunity to assist you with your well and pump needs. As requested we have completed the maintenance project and services at well #3. This pump broke a line shaft coupling and continued to run when water wasn't being pumped resulting in numerous broken components. We removed the pump and installed a temporary pump so the City would be minimally impacted.

PROJECT COST Well #3: Pump installed 270' on 8"x 1.25", 700gpm @ 220'TDH

1) Remove pump installation & shaft clamps to hold pump	$ 1,850.00
2) Reinstall Temporary Submersible pump installation and modify controls	$ 2,150.00
3) Shop Labor to recondition the installation and all components, 55 hrs @ $85.00/hr	$ 4,675.00
4) Furnish 8 each 8"x 10' T & C drop pipe @ 480.00/ea	$ 3,840.00
5) Furnish 1 each 8"x 5' T & C drop pipe @ $280.00/ea	$ 280.00
6) Furnish 1 each 8"x 10' TOE tail pipe @ $420/ea	$ 420.00
7) Replace 3 each 1.25" SS shaft couplings @ $40.00/each	$ 120.00
8) Replace 27each 1.25"x 1.375" Shaft wear sleeves @ $70.00/each	$ 1,890.00
9) Replace 16 each spider bearing assemblies @ $105.00	$ 1,680.00
10) Replace Head/Base shaft as needed in length	$ 650.00
11) Replace (4) each 1.25"x 120" 416 SS line shafts @ $220.00/ea	$ 880.00
12) F & I 27 each Line shaft bearings @ 25.00/ea	$ 675.00
13) Recondition discharge-head, replace bearing, grease fitting, packing, studs/nuts	$ 450.00
14) Recondition pump bowl assembly Gould 11-CLC-4 stage (700gpm @ 220'TDH)	
Machine impeller and casting and install wear ring 4 each @ 400.00/ea	$ 1,600.00
Replace complete set of bowl bearings	$ 650.00
15) Recondition 50 Hp VHS motor	$ 2,355.00
16) Epoxy Coat all column pipe sections inside and out 270' @ 19.00/ft	$ 5,130.00
17) Remove temporary submersible pump	$ 2,150.00
18) Reinstall reconditioned pump	$ 2,150.00
19) Start up and test the installation Balance, etc..	$ 1,575.00
20) Nova Spec to Rebalance the installation	$ 1,200.00

TOTAL PROJECT INVOICE AMOUNT **$ 36,370.00**

If you have any questions, require other information or would like to perform the above quoted project, please do not hesitate to contact us at (763) 479-3121.
Sincerely;

BERGERSON=CASWELL INC.

Tim Berquam
Project Manager/Geologist

MACHINERY HEALTH REPORT



novaspect

BERGERSON CASWELL INC.
MAPLE PLAIN, MN
DATE: JUNE 16, 2017

BALANCE REPORT
MAPLE PLAIN WELL #3

PREPARED BY:
Brian Esberner
RELIABILITY SPECIALIST

novaspect

Brian E Esberner
Reliability Specialist, Vibration Analyst
Novaspect Inc. | 2885 Water Tower Place | Chanhassen | MN | 55317 | USA
| M 612-581-8516
besberner@novaspect.com

June 16, 2017

ATTN: Tim Berquam

Summary

Fan balancing was conducted on: #3 Well Pump

It was found that the drive had trouble maintaining a constant speed which is crucial when performing a rotor balance. The pump operates at full speed for roughly 30 minutes when started and then backs down to its normal running speed (52 Hz). The motor was first balanced at full load and when it backed down to its normal running speed the vibration amplitudes increased. Following this the rotor was balanced at normal running speed. During the start-up process the motor operates just out of spec and when the start-up process is complete it operates within balance spec. I was told the piping is being altered in the near future and recommend following up with this once installed.

Balance Details

Shaft Number: 1
Units: Mil Peak- Peak

Speed: 1584.2 RPM

Measurement Point	Initial Amplitude	**Final Amplitude**
Inboard Horizontal	**8.1 Mills**	**1.1 Mills**
Inboard Vertical	**7.7 Mills**	**.48 Mills**
Outboard Horizontal	**6.3 Mills**	**.42 Mills**
Outboard Vertical	**6.1 Mills**	**.33 Mills**

Novaspect is committed to providing World Class Predictive Maintenance technologies and ensuring customer satisfaction. If you have any questions concerning any of the information contained in this report please feel free to contact me at 612-581-8516. I would like to thank you again for allowing Nvaspect to assist you in your Reliability Based Maintenance efforts.

Sincerely,

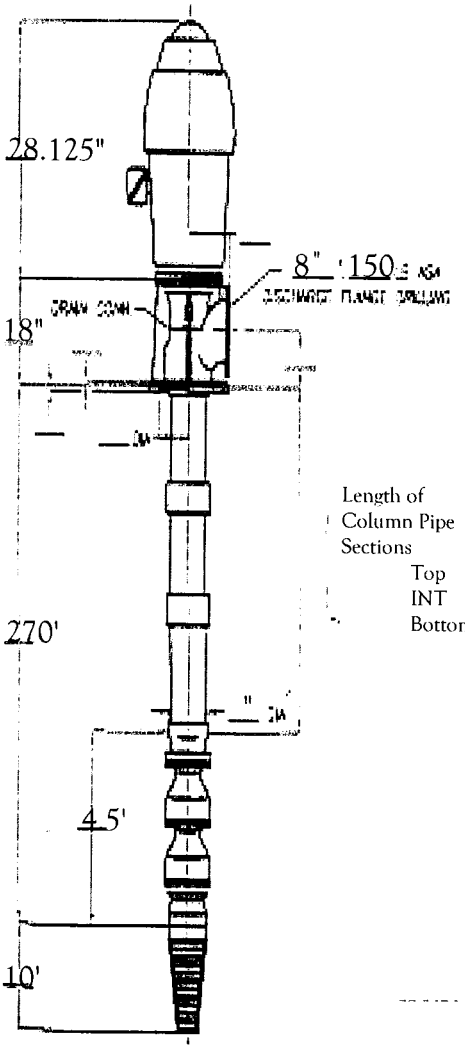
Brian Esberner
Reliability Specialist

Vertical Turbine Pump
Installation Data

Owner: City of Maple Plain Well# 3
Engineer:
General Contractor: Bergerson Caswell, Inc.
Project: Emergency Maintenance Inspection 2017 Date: June 6,2017

Well Information

Casing Size: 18" Depth: 530' Current Well Depth: 538'
Screened: - to - Open Hole: 530' to 538' SWL 140'
Original Well Depth: 600'??? PWL: 163 @ 760 GPM 8 PSI 60 Hz.
the upper portion of the formation collapse when it was being developed, and the casing has perforations in it to assist with supplying water with limited open hole



Motor Starter

BC: Other: Size:
Notes: AB Power Flex

Well Head Completion

Manufacturer:
Model: 8" x 8" 16.5"
Well Vent and Size: Yes - 2" with mushroom vent
Notes: 1" PVC through discharge head for level sensor installed

Column Pipe

Size 8" Length (total): 270' Lengths: 59.25" & 119.25"
Material/Special: ASTM A53 Grade B SCH 40 epoxy coated
Shaft Projection @ Pump: 8.25" @ Head : 7.75"
Notes: Replaced (8) 10'ers, (1) 5'er, & tail pipe

Pump Bowl Assembly

Manufacturer: Goulds
Model: 11 CLC-4 stage
Design: 700 GPM @ 220' TDH
GPM @ TDH
Intake 8" x 10' Tail pipe (Heavy Duty)
Notes: pump was completely reconditioned

VHS Motor

Manufacturer: US Electric Motors Premium Efficiency
HP: 50 Phase: 3 Voltage: **460**/230
Size 326 TP RPM: 1780 Frequency: Hz.
FLA: 91/45 CD 28.125 BD 16.5 BX 1.5"
Notes: we reconditioned this motor and replaced bearings

Line Shafting

Type: 416 SS Size: 1.25" Thread: 8 tpi
Motor Shaft Length: 36.5" Base/Gear Shaft Length: 64.25"
Sleeve Size: 1.375" Spider Insert Size: 2"

Notes: Reconditioned pump bowl, replaced 85' of pipe, and all shaft bearings, we got epoxy coated all pipe inside and out. We replaced all sleeves and 16 each spider assemblies, the base shaft and a few line shafts During the project we provided the city with a temporary pump that allowed time for repairs

TURBINE PUMP
(MOTOR, PUMP, PERFORMANCE RECORD)

(AS TESTED) DATE: June 6, 2017

GENERAL INFO:

Customer/Owner: City of Maple Plain Well/Pump 3

Address/Location: In Pump house next to WTP

Persons on Job Site: Matt & Harry

MOTOR INFO:

Horsepower 50 Stand Still Volts 480-480-482 Running Volt: 480-479-480

Manufacturer US R.P.M 1780 Full Load Amps 57 S.F.Amps 62.7

BOWL DESIGN: G.P.M. 700 T.D.H. 220 Megger Reading 1000 +

PERFORMANCE TEST: Static Water Level 140 Well Diameter 18" --> 530' Well Depth 538'

Test #1: HZ	56.4	AMPS	39/40/39	G.P.M. 500	Water Level	155'	P.S.I. 10	T.D.H. 178'
Test #2: HZ	60	AMPS	53.3/52.5/52.5	G.P.M. 760	Water Level	163	P.S.I. 12	T.D.H. 190'
Test #3: HZ	56	AMPS	40-41-40	G.P.M. 525	Water Level	171	P.S.I. 8	T.D.H. 189'

T.D.H. = Pumping Water Level in Feet + (P.S.I. reading x 2.31) + Friction Loss In Column + Fittings

Example: Information Given: 1000 G.P.M., 150' Water Level, 50 P.S.I.,3.5' Friction Loss

Therefore: 150' + (50# x 2.31 or 115.5') + 3.5' = 269' T.G.H.

OR

The pump is producing 1000 G.P.M. at 269' T.D.H.

Does Well Pump Sand? Yes If So, How Much? Test #1 1/4 " in Gallon Ja Scale

Test #2 1/8" " in Gallon Jar

Test #3 " in Gallon Jar

Closed Valve Test: P.S.I. Reading Water Level

Vibration Record: Vibration in Mils:

A	5.1	90* from Discharge	4.1
B	3.5	In Line with Discharge	3.8
C	1.7	90* from Discharge	2.9
D	1.8	In Line with Discharge	2.6

Tested By: Eugene D, Mike T, & Eric F

Problems/Comments: This pump is vibrating alittle more than we would like to see so we will perform additional balancing to the The WTP software controls the speed of the pump and the speed fluxuates more than most installation while operating under normal conditions The software is trying to match the flow rate leaving the plant with the flow rate entering the plant, so at start up it runs hard to fill resivor then

Customer/Owner Comment: This was the first inspection after the WTP was installed and the pump was modified.This pump had failed due the lack of or limited pressure from the prelube. And was installed for almost ten years, but currently was an emergency due to the new well drilled when this failure occurred

TURBINE PUMP
(MOTOR, PUMP, PERFORMANCE RECORD)

(S PULLED) **(AS INSTALLED)** (AS TESTED) DATE: June 8, 2017

GENERAL INFO:

Customer/Owner: City of Maple Plain Well/Pump 3

Address/Location:

Persons on Job Site: Harry & Matt

MOTOR INFO:

Horsepower 50 Stand Still Volts 480/480/482 Running Volt: 480/478/479

Manufacturer US R.P.M 1780 Full Load Amps 57 S.F.Amps

BOWL DESIGN: G.P.M. T.D.H. Megger Readin

PERFORMANCE TEST: Static Water Level 141 Well Diameter 18 Well Depth

Test #1: HZ 56 AMPS 40/41/40 G.P.M. 525 Water Level 171 P.S.I. 7 T.D.H. 187.17

Test #2: HZ AMPS G.P.M. Water Level P.S.I. T.D.H.

Test #3: HZ AMPS G.P.M. Water Level P.S.I. T.D.H.

T.D.H. = Pumping Water Level in Feet + (P.S.I. reading x 2.31) + Friction Loss In Column + Fittings
Example: Information Given: 1000 G.P.M., 150' Water Level, 50 P.S.I.,3.5' Friction Loss
Therefore: 150' + (50# x 2.31 or 115.5') + 3.5' = 269' T.G.H.
OR
The pump is producing 1000 G.P.M. at 269' T.D.H.

Does Well Pump Sand? Yes / No If So, How Much? Test #1 Trace " in Gallon Jar

Test #2 " in Gallon Jar After 15-20Min
Test #3 " in Gallon Jar

Closed Valve Test: P.S.I. Reading Water Level

Vibration Record: Vibration in Mils:

A	4.1	90° from Discharge
B	3.8	In Line with Discharge
C	2.9	90° from Discharge
D	2.6	In Line with Discharge

Tested By: Mike T.

Problems/Comments: Not a high Pressure prelube, unable to use switches in pump house to control motor. Worked on vibration.

P

Customer/Owner Comment:

INVOICE

INVOICE NO.

ASWELL, INC.
NG AND PUMPS
dustrial Street
e Plain, MN 55359
PH: 763-479-3121
FX: 763-479-2183

601-49400-311

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

JOB

37715T-City of Maple Plain #3
PO Box 97
Maple Plain, MN 55359

CUSTOMER	PURCHASE ORDER NO.				BILL THRU	TERMS	INVOICE DATE	PAGE
MAPLE PL						Net 30	1/18/18	1

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Job#37715T		
		RE: Invoice for testing of the High Service Pumps#1,#2,&#3.		
		NOTE		
		Tested Well pump #3 after piping modifications were complete. We worked on reducing the vibrations of this pump but with out installing a rubber isolating spool the vibration may return. In our opinion if an isolation spool was added to this installation it would improve the performance & life expectancy of all components in the system. We can provide a complete quote, but as an estimate the material needed for this modification should be around $1,200.00 and $1,400.00		
	3	HR Service Labor	165.00	495.00

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THANK YOU FOR YOUR BUSINESS!
Past due accounts subject to 1.5% finance charge per month plus collection costs

SALE AMOUNT	495.00
TOTAL	$495.00

All payments paid by paper check will be converted to Images and the transaction will be completed as an ACH Transaction, when applicable. Unless Customer notifies Bergerson Caswell not to process Customer's Checks using the Image and ACH Services, those items will be converted to Images and processed using the ACH Services.

COMPUTEREASE FORMS DIVISION (877) 577-5791 CE-1013L T304609

Equal Opportunity Employer / Contractor

TURBINE PUMP
(MOTOR, PUMP, PERFORMANCE RECORD)

(AS INSTALLED) **(AS TESTED)** DATE: November 27, 2017

INFO:

Customer/Owner: City of Maple Plain Well/Pump #3

Address/Location:

Persons on Job Site: Harry

MOTOR INFO:

Horsepower 50 Stand Still Volts 484/485/483 Running Volt: 481/482/483

Manufacturer US R.P.M 1780 Full Load Amps 114/57 (230V/460V) S.F.Amps

BOWL DESIGN: G.P.M. 700 T.D.H. 220' Megger Readin 1000

PERFORMANCE TEST: Static Water Level 94' Well Diameter 18"-530' Well Depth 538'
Drive 46.3

Test #1: HZ 57.62 AMPS 43/42/43 G.P.M. Approx. 450 Water Level 107 P.S.I. 33 T.D.H. 183'

Test #2: HZ 59.73 Drive 50.2AMPS 51/51/50 G.P.M. Approx. 600-650 Water Level 113 P.S.I. 36 T.D.H. 196'

Test #3: HZ _____ AMPS _____ G.P.M. _____ Water Level _____ P.S.I. _____ T.D.H. _____

T.D.H. = Pumping Water Level in Feet + (P.S.I. reading x 2.31) + Friction Loss In Column + Fittings
Example: Information Given: 1000 G.P.M., 150' Water Level, 50 P.S.I.,3.5' Friction Loss
Therefore: 150' + (50# x 2.31 or 115.5') + 3.5' = 269' T.G.H.
OR
The pump is producing 1000 G.P.M. at 269' T.D.H.

Does Well Pump Sand? Yes / No If So, How Much? Test #1 Trace " in Gallon Jar
Test #2 Trace " in Gallon Jar
Test #3 _____ " in Gallon Jar

Closed Valve Test: P.S.I. Reading _____ Water Level _____

Vibration Record: Vibration in Mils:

A	8.0/9.0	90° from Discharge
B	1.8/2.4	In Line with Discharge
C	2.8/3.4	90° from Discharge
D	1.4/1.6	In Line with Discharge

Tested By: Eric F.

Problems/Comments: Allen Bradley Power Flex 700. Vibration did not change as motor sped up. This vibration will eventually damage components,(motor, packing gland,bearings, ETC..) if allowed to continue. An isolation boot could greatly improve vibration reading (decrease) and t ating them down the line.

Customer/Owner Comment:

Minnesota Unique Well Number

824078

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING REPORT
Minnesota Statutes Chapter 1031

Entry Date
Update Date 03/16/2017
Received Date

Well Name	Township	Range	Dir	Section	Subsection
MAPLE PLAIN 4	118	24	W	24	CCCADB

Elevation 1021 **Elev. Method** LiDAR 1m DEM (MNDNR)

Address

Stratigraphy Information

Geological Material	From	To (ft.)	Color	Hardness
LOAM/CLAY	0	5	BLK/YEL	SOFT
CLAY	5	15	YELLOW	MEDIUM
CLAY W/FINE GRAVEL	15	270	GRAY	MEDIUM
MED SAND	270	280	GRAY	MEDIUM
FINE GRAVEL WITH	280	285	VARIED	SOFT
MED SAND	285	295	GRAY	MEDIUM
FINE SAND W/GRAVEL	295	300	GRAY	MEDIUM
COARSE GRAVEL &	300	305	VARIED	MEDIUM
SAND/COARSE	305	314	VARIED	MEDIUM
COARSE GRAVEL	314	315	VARIED	MEDIUM
CEMENTED	315	325	GRN/TAN	MEDIUM
CEMENTED SHALE &	325	330	GRN/TAN	MEDIUM
CEMENTED SHALE &	330	335	VARIED	MEDIUM
SHALE AND	335	340	GRN/TAN	MEDIUM
SHALE	340	343	GREEN	MEDIUM
SHALE	343	345	GRN/BLK	MEDIUM
SANDSTONE	345	350	TAN	MEDIUM
SANDSTONE	350	365	GRAY	MEDIUM
SANDSTONE	365	370	GRAY	MED-HRD
SANDSTONE	370	385	GRAY	MEDIUM
SHALE AND	385	390	GRN/TAN	MEDIUM
SHALE	390	391	GREEN	MEDIUM

Remarks

GAMMA AND MULTI TOOL LOGGED 3-13-2017. M.G.S. NO. 5661. LOGGED FOR COUNTY ATLAS.
0-315 QUUU, 315-343 CTCG, 342-391 CWOC.

Well Depth 391 ft. **Depth Completed** 391 ft. **Date Well Completed**

Drill Method Dual Rotary **Drill Fluid**

Use community supply(municipal) **Status**

Well Hydrofractured? Yes ☐ No ☐ **From** **To**

Casing Type **Joint**
Drive Shoe? Yes ☐ No ☐ **Above/Below**

Open Hole From ft. To ft.

Screen? ☐ **Type** **Make**

Static Water Level

Pumping Level (below land surface)

Wellhead Completion
Pitless adapter manufacturer Model
☐ Casing Protection ☒ 12 in. above grade
☐ At-grade (Environmental Wells and Borings ONLY)

Grouting Information Well Grouted? ☐ Yes ☐ No ☒ Not Specified

Nearest Known Source of Contamination
feet Direction Type
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☐ Not Installed Date Installed
Manufacturer's name
Model Number HP Volt
Length of drop pipe ft Capacity g.p. Typ

Abandoned
Does property have any not in use and not sealed well(s)? ☐ Yes ☐ No

Variance
Was a variance granted from the MDH for this well? ☐ Yes ☐ No

Miscellaneous
First Bedrock Tunnel City Group Aquifer
Last Strat Wonewoc Sandstone Depth to Bedrock 315 ft
Located by Minnesota Geological Survey
Locate Method Digitization (Screen) - Map (1:12,000)
System UTM - NAD83, Zone 15, Meters X 447694 Y 4984156
Unique Number Verification Information from Input Date 03/13/2017

Angled Drill Hole

Well Contractor
Mark J Traut Wells, Inc. 1404
Licensee Business Lic. or Reg. No. Name of Driller

Minnesota Unique Well No.

824078

County Hennepin
Quad Rockford
Quad ID 121C

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Entry Date
Update
Received Date 03/16/2017

Well Name	Township	Range	Dir	Section	Subsection	Use	Status	Well Depth	Depth Completed	Date Well Completed	Lic/Reg. No.
MAPLE PLAIN 4	118	24	W	24	CCCADB	community supply		391 ft.	391 ft.		1404

Elevation 1021 ft. **Elev. Method** LiDAR 1m DEM (MNDNR) **Aquifer** **Depth to Bedrock** 315 ft **Open Hole** - ft **Static Water Level** ft

Field Located By Minnesota Geological Survey
Unique No. Verified Information from owner
Geological Interpretation Andrew Retzler
Agency (Interpretation)

Locate Method Digitization (Screen) - Map (1:12,000)
Input Source Minnesota Geological Survey
Input Date 03/13/2017

Universal Transverse Mercator (UTM) - NAD83 - Zone 15 -
UTM Easting (X) 447694
UTM Northing (Y) 498415
Interpretaion Method Cuttings + geophysical log

			Depth (ft.)			Elevation (ft.)					
Geological Material	**Color**	**Hardness**	**From**	**To**	**Thickness**	**From**	**To**	**Stratigraphy**	**Primary Lithology**	**Secondary**	**Minor Lithology**
LOAM/CLAY	BLK/YEL	SOFT	0	5	5	1021	1016	clay	loam	clay	
CLAY	YELLOW	MEDIUM	5	15	10	1016	1006	clay-yellow	clay		
CLAY W/FINE GRAVEL	GRAY	MEDIUM	15	270	255	1006	751	pebbly sand/silt/clay-	clay	gravel	
MED SAND	GRAY	MEDIUM	270	280	10	751	741	sand-gray	sand		
FINE GRAVEL WITH SAND	VARIED	SOFT	280	285	5	741	736	sand +larger	gravel	sand	
MED SAND	GRAY	MEDIUM	285	295	10	736	726	sand-gray	sand		
FINE SAND W/GRAVEL	GRAY	MEDIUM	295	300	5	726	721	sand +larger-gray	sand	gravel	
COARSE GRAVEL &	VARIED	MEDIUM	300	305	5	721	716	gravel (+larger)	gravel	cobble	
SAND/COARSE GRAVEL	VARIED	MEDIUM	305	314	9	716	707	sand +larger	sand	gravel	
COARSE GRAVEL	VARIED	MEDIUM	314	315	1	707	706	gravel (+larger)	gravel		
CEMENTED	GRN/TAN	MEDIUM	315	325	10	706	696	Tunnel City Group	sandstone	shale	dolomite
CEMENTED SHALE &	GRN/TAN	MEDIUM	325	330	5	696	691	Tunnel City Group	sandstone	shale	dolomite
CEMENTED SHALE &	VARIED	MEDIUM	330	335	5	691	686	Tunnel City Group	sandstone	shale	dolomite
SHALE AND SANDSTONE	GRN/TAN	MEDIUM	335	340	5	686	681	Tunnel City Group	sandstone	shale	dolomite
SHALE	GREEN	MEDIUM	340	343	3	681	678	Tunnel City Group	shale	sandstone	
SHALE	GRN/BLK	MEDIUM	343	345	2	678	676	Wonewoc Sandstone	sandstone		
SANDSTONE	TAN	MEDIUM	345	350	5	676	671	Wonewoc Sandstone	sandstone		
SANDSTONE	GRAY	MEDIUM	350	365	15	671	656	Wonewoc Sandstone	sandstone		
SANDSTONE	GRAY	MED-HRD	365	370	5	656	651	Wonewoc Sandstone	sandstone		
SANDSTONE	GRAY	MEDIUM	370	385	15	651	636	Wonewoc Sandstone	sandstone		
SHALE AND SANDSTONE	GRN/TAN	MEDIUM	385	390	5	636	631	Wonewoc Sandstone	sandstone		
SHALE	GREEN	MEDIUM	390	391	1	631	630	Wonewoc Sandstone	sandstone		

APPENDIX 2: WATER LEVEL MONITORING PLAN

CITY OF MAPLE PLAIN

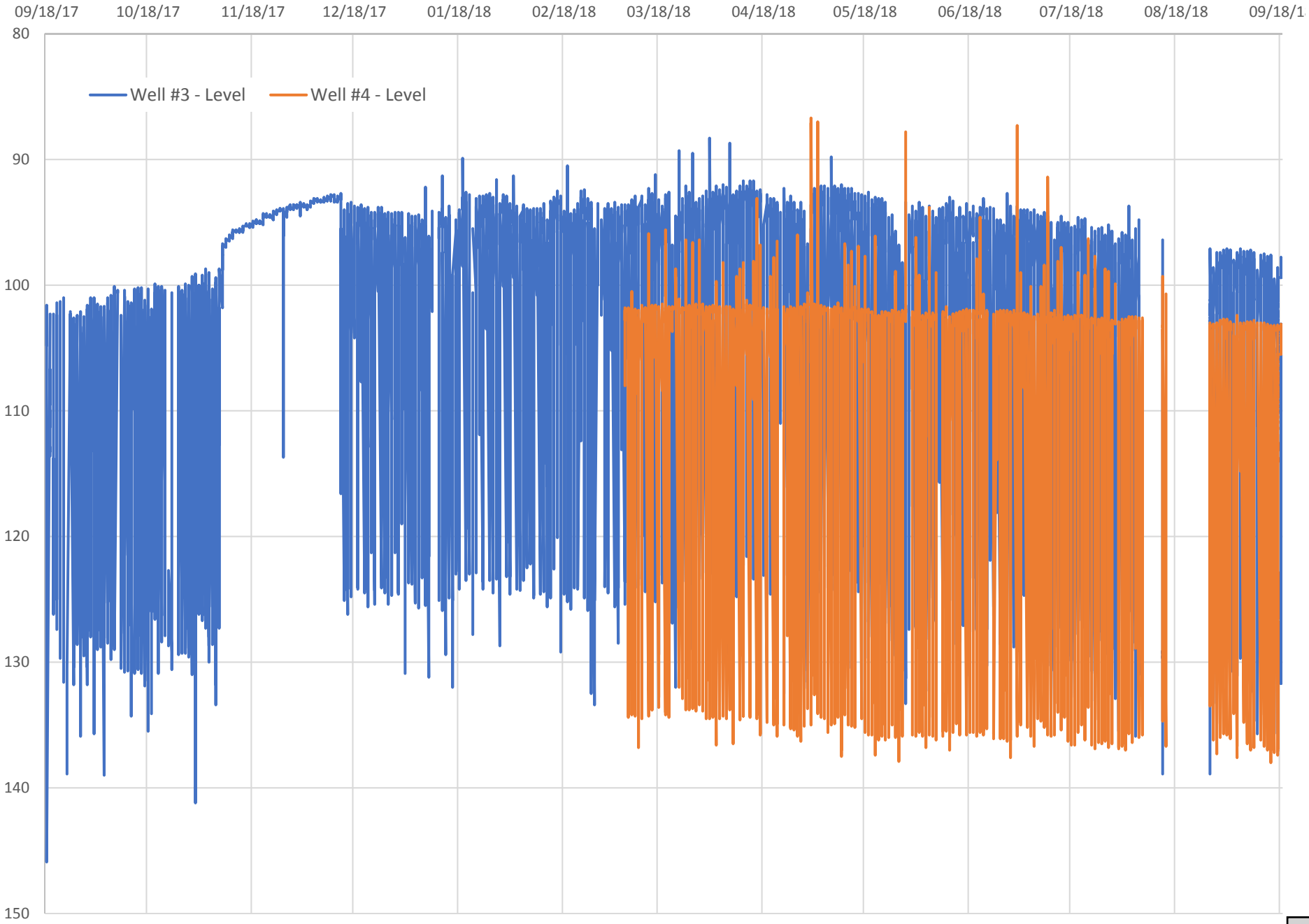
WATER LEVEL MONITORING PLAN

The City of Maple Plain uses real time SCADA monitoring of production well water level. Water level data is available for the two active City production wells and is saved multiple times daily with SCADA data. Well 3 is in the Mt. Simon aquifer and Well #4 is in the Wonewoc Aquifer.

Well #3 - 112238

Well #4 - 824078

APPENDIX 3: WATER LEVEL GRAPHS FOR EACH WATER SUPPLY WELL


City of Maple Plain - Groundwater Level Data
09/18/17
10/18/17
11/18/17
12/18/17
01/18/18
02/18/18
03/18/18
04/18/18
05/18/18
06/18/18
07/18/18
08/18/18
09/18/1
80
90
100
110
120
130
140
150
Well #3 - Level
Well #4 - Level

APPENDIX 4: CAPITAL IMPROVEMENT PLAN

Maple Plain Capital Improvement Plan
Draft Schedule for Projects & Funds - December 12, 2017

Given:

1. **Based on 2017 Planning Project Costs.**
2. **A feasibility study at a later date.**
3. **Reconstruction is shown every three years. The time frame/projects can be adjusted review.**
4. **Sewer Projects that are in county roads are not listed at this time but can be added in future updates after more discussion with the City Council and Staff on timing.**

Year	Type	Street	From	To	Estimated Total	Sanitary Sewer Fund	Water Main Fund	Storm Sewer Fund	Street Fund
2018	Reconstruction	Howard (1)	Drake	Main	$1,097,200	$159,600	$172,900	$152,900	$611,800
2018	Reconstruction	Independence	Howard	Baker Park Rd	$962,300	$128,400	$139,100	$123,000	$571,800
					$2,059,500	$288,000	$312,000	$275,900	$1,183,600
2021	Reconstruct	Main	Pioneer	Budd	$1,866,500	$273,600	$205,400	$227,700	$1,159,800
2021	Reconstruct	Maple	TH12	Main	$304,800	$39,600	$42,900		$222,300
					$2,171,300	$313,200	$248,300	$227,700	$1,382,100
2024	Reconstruction	Drake	Howard	Baker Park Rd	$907,500	$132,000	$143,000	$126,500	$506,000
2024	Reconstruction	Perkins	Independence	Drake	$664,400	$44,000	$114,400	$101,200	$404,800
2024	Reconstruction	Gladview	Culdesac	Drake	$188,700	$12,500	$32,500	$28,700	$115,000
2024	Reconstruction	Bradford	Culdesac	Perkins	$339,700	$22,500	$58,500	$51,700	$207,000
					$2,100,300	$211,000	$348,400	$308,100	$1,232,800
2027	Reconstruction	Bryant	Pioneer	Budd	$1,639,400	$241,200	$261,300	$231,200	$905,700
2027	Reconstruction	Bryant	Wyman	Pioneer	$220,200	$32,400	$35,100	$31,000	$121,700
					$1,859,600	$273,600	$296,400	$262,200	$1,027,400
2030	Reconstruction	Main	Halgren	Spring	$867,700		$148,200	$131,100	$588,400
2030	Reconstruction	Pioneer	Main	Bryant	$222,400	$38,400		$36,800	$147,200
2030	Reconstruction	Spring	Main	Bryant	$168,400	$36,000			$132,400
2030	Reconstruction	Wyman	Bryant	Joyce	$604,000	$40,000	$104,000	$92,000	$368,000
2030	Reconstruction	Pioneer	TH12	Main	$230,000			$44,900	$185,100
2030	Reconstruction	Independence	TH 12	Budd	$392,200	$60,000	$65,000		$267,200
2030	Reconstruction	Delano	TH12	Main	$352,400	$48,000	$52,000	$46,000	$206,400
					$2,837,100	$222,400	$369,200	$350,800	$1,894,700

APPENDIX 5: EMERGENCY TELEPHONE LIST

Appendix 5
City of Maple Plain
Emergency Telephone List

Emergency Response Team	Name	Work Telephone	Alternate Telephone
Emergency Response Lead	Gary Kroells- West Hennepin Public Safety Director	763-479-0503	612-328-1905
Alternate Emergency Response Lead	Robert Schoen- City Administrator	763-479-0516	763-257-4634
Water Operator	Harry Stricklen	763-479-0525	612-490-5828
Alternate Water Operator	Matt Morris	763-479-0525	612-490-5827
Public Communications	Robert Schoen	763-479-0516	763-257-4634

State and Local Emergency Response Contacts	Name	Work Telephone	Alternate Telephone
State Incident Duty Officer	Minnesota Duty Officer	800/422-0798 Out State	651-649-5451 Metro
County Emergency Director	Eric Waage	612-596-0252	612 596-0254
National Guard	Minnesota Duty Officer	800/422-0798 Out State	651-649-5451 Metro
Mayor/Board Chair	Julie Maas-Kusske	763-479-6010	763-350-2921
Fire Chief	Justin McCoy	763-479-0520	763-238-6375
Sheriff	Richard Stanek	612-543-0442	763-525-6126 (Emergency Phone)
Police Chief	Gary Kroells	763-479-0503	612-328-1905
Ambulance	North Memorial	612-588-0508	
Hospital			
Doctor or Medical Facility			

State and Local Agencies	Name	Work Telephone	Alternate Telephone
MDH District Engineer	Robert Dehler, Program Manager	651-201-3710	
MDH	Drinking Water Protection	651-201-4700	651-201-5000 (General) or 1-888-345-0823
State Testing Laboratory	Minnesota Duty Officer	800/422-0798 Out State	651-649-5451 Metro
MPCA	MN Pollution Control Agency	651-296-6300	1-800-657-3864 (24 hrs) or 1-800-422-0798
DNR Area Hydrologist	Jason Spiegel	651-259-5822	
County Water Planner			

Utilities	Name	Work Telephone	Alternate Telephone
Electric Company	Xcel Energy	1-800-641-4400	1-800-895-1999
Gas Company	Centerpoint Energy	612-372-4900	
Telephone Company	Frontier	1-800-921-8104	
Gopher State One Call	Utility Locations	800-252-1166	651-454-0002
Highway Department	MnDOT- 24 Hr. Line	651-582-1550	

Mutual Aid Agreements	Name	Work Telephone	Alternate Telephone
Neighboring Water System			
Emergency Water Connection			
Materials	City of Independence	763-479-0530	
	City of Long Lake	763-476-2855	

Technical/Contracted Services/Supplies	Name	Work Telephone	Alternate Telephone
MRWA Technical Services	MN Rural Water Association	800-367-6792	
Well Driller/Repair	Bergeson Caswell	612-369-3652	
Pump Repair	Nelson Electric	320-296-1084	
Electrician	R.C. Electric	763-479-2582	
Plumber	Jesse Toutges	952-913-5856	
Backhoe	Widmer Construcion	612-581-1686	
Chemical Feed	Vessco	952-941-2678	
Meter Repair			
Generator	Interstate Power	612-328-2660	
Valves			
Pipe & Fittings	Core and Main	952-937-9666	
Water Storage			
Laboratory	Engel Water Testing Inc.	952-955-1800	
Engineering firm	Stantec	651-775-5098	651-604-4829

Communications	Name	Work Telephone	Alternate Telephone
News Paper	Laker Pioneer	952-442-4414	
Radio Station			
School Superintendent	Karen Orcutt	952-449-8305	
Property & Casualty Insurance			

Critical Water Users	Name	Work Telephone	Alternate Telephone
Hospital - Critical Use:			
Nursing Home - Critical Use:	Haven Homes Garrett Bothun Emergency Manager/Administrator Scott Gosewisch Building Supervisor	763 479-1993 763 479-1993 763 479-1933	 612 750-7559 612 242-3900
Public Shelter - Critical Use:			

APPENDIX 6: COOPERATIVE AGREEMENTS FOR EMERGENCY SERVICES

No written cooperative agreements exist for potential emergency water services.

APPENDIX 7: MUNICIPAL CRITICAL WATER DEFICIENCY ORDINANCE

ORDINANCE NO. 333

CITY OF MAPLE PLAIN

AN ORDINANCE AMENDING MAPLE PLAIN CITY CODE CHAPTER 9

THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN DOES ORDAIN:

SECTION 1. AMENDMENT. The Maple Plain City Code Chapter 9, Article 2 is hereby amended as set forth below to add the underlined language and delete the ~~strikethrough~~ language as follows:

Sec. 9-19. Use confined to premises.

No person shall permit water from the City water supply system to be used without prior approval of the City. No more than one residence shall be connected to any stop box without the expressed consent of the City.

Sec. 9-20. Discontinuance of service for Code violations.

Service may be discontinued if at any time:

(1) The owner or occupant of the premises served, or any person working on any pipes or equipment thereon which are connected with the City water supply system, has intentionally violated any of the requirements of this Code relative to the water supply system or connections therewith;

(2) The owner or occupant of the premises served threatens to violate, or cause to be violated, any of the provisions of this Code;

(3) Any charge for water, service, meter, meter parts, or any other financial obligations imposed on the present or former owner or occupant of the premises served by the provisions of this Code is unpaid. All charges shall be billed quarterly and a utilities statement or statements shall be mailed to each present or former owner or occupant of the premises served. Any charge for water, service, meter, meter parts, or any other financial obligations imposed on the present or former owner or occupant of the premised served by the provisions of this code shall be delinquent if unpaid within forty-five (45) days after the date listed on the bill. Payments received by mail postmarked on or before the forty-fifth day shall be deemed paid within said period. A penalty of 10% thereof shall be added to, and become part of, all delinquent utility bills. If service is suspended or discontinued due to delinquency, it shall not be restored until a reconnection charge has been paid for each utility reconnected in addition to amounts owed for service and penalties. In the event that delinquent charges are specially assed under Section 9-35, an additional sum of 10% shall be computed on the delinquent amount of charges and penalties and $150.00 shall be added, and become part of, the amount so assessed to cover administrative costs of making the assessments; and/or

(4) There is fraud or misrepresentation by the owner or occupant in connection with an application for service.

~~**Sec. 9-21. Deficiency of water; shutting off water.**~~

~~The City shall not be liable for any deficiency or failure in the supply of water to consumers, whether occasioned by shutting the water off for the purpose of making repairs or connections, or from any other cause whatever. In case of fire, or alarm of fire, the water may be shut off to ensure a supply for firefighting or in making repairs or constructing new works, or in an emergency, the water may be shut off at any time as long as necessary for completion of the project or until the cessation of the emergency.~~

Sec. 9-~~22~~21. Fire hydrant connections.

***

~~Sec. 9-23. Restricted hours for sprinkling.~~

~~Whenever the City Council shall by resolution determine that a shortage of water supply threatens the City, it may by resolution limit the times and hours during which water may be used from the City water supply system for lawn and garden sprinkling, irrigation, car washing, air conditioning, or other uses specified herein; penalties for violations of these provisions can be found within the resolution. A copy of the resolution shall thereupon be mailed to each water customer. Two days after the mailing of the resolution any water customer who shall cause or permit water to be used in violation of the provisions of the resolution shall be charged the amount identified in the resolution; continued violation is hereby prohibited and shall be cause for discontinuance of water service.~~

Sec. 9-~~24~~22. Permits for service connections.

(a) No connection or service tapping shall be made with a City water main without a permit therefor which shall be issued by the City upon application by a master plumber.

(b) No permit herein required shall be granted unless application therefor is made in writing and signed by the owner or the owner's agent duly authorized to do the work. The application must state clearly the kind of service for which the connection is intended, the size and kind of pipe to be used, the street and number, which side of the street, if on a corner, on which street to be tapped, with a diagram of the property to be supplied, showing the streets, the boundary, the block on which it is situated, with the distance from the nearest corner, the full name and address of the owner, the purpose for which the water is to be used, and what plumbing work in the premises, if any, has been done by an unlicensed plumber; and the application shall show all other particulars necessary to the full understanding of the subject. No permit shall authorize anything not stated in the application. For any misrepresentation in the application the permit may be suspended; and if the misrepresentation appears to be willful, the permit will be revoked.

(c) Permits shall describe the location and size of each connection, and size must not be departed from in any degree.

(d) No permit herein required shall be granted for connection of a well to a City water main.

Sec. 9-~~25~~23. Tapping and connection fees and charges.

***

Sec. 9-~~26~~24. Excavation permits required.

***

Sec. 9-~~27~~25. Placement and operation of required equipment.

***

Sec. 9-~~28~~26. Water meters.

***

Sec. 9-~~29~~27. Damaging meters prohibited.

***

Sec. 9-~~30~~28. Cost of installation borne by consumer.

***

Sec. 9-~~31~~29. Access to buildings.

***

Sec. 9-~~32~~30. Rates and charges for water usage.

***

Sec. 9-~~33~~31. Multifamily dwellings.

***

Sec. 9-~~34~~32. Senior citizen rate considerations.

Senior citizens, age 65 years or over, living in a single-family residence and using less than 8,000 gallons of water per quarter may file for a credit which would exempt them from the water rate service charge. The quarterly water treatment charge is not included in this exemption. Application for credit must be made at the beginning of each year.

Sec. 9-~~35~~33. Connections beyond City boundaries.

In any and all cases where water mains of the City have been or shall be extended to or constructed in any road, street, alley, or public highway adjacent to or outside the corporate limits of the City, the City Council only is authorized to issue permits to the owners or occupants of properties adjacent to, or accessible to, the water mains to tap and make proper water service pipe connections with the water mains of the City in conformity with and subject to all the terms, conditions, and provisions of the codes of the City relating to the tapping of the City water mains and making water service pipe connections therewith, and to furnish and supply water from the water works system of the City to the owners and occupants of properties adjacent or accessible to the water mains of the City through and by means of water meters duly installed. Water meters shall be installed at the sole cost of the consumer for all bulk water connections. Water service rendered to the persons shall be subject to all provisions of this Code, and persons accepting the service shall thereby agree to be bound and obligated by this Code.

Sec. 9-~~36~~34. Consent to regulations.

***

Sec. 9-~~37~~35. Assessment of unpaid charges.

***

Sec. 9-~~38~~36. Construction, maintenance, and repair.

The cost of construction of all water lines from the main to the building is the sole responsibility of the property owner. The property owner is also responsible for all repairs to water lines between the ~~property line~~ curb stop and building. Repairs between the ~~property line~~ curb stop and the water main are the responsibility of the City. The property owner is responsible for routine maintenance of the water and sewer lines from the City water mains to the building. Maintenance includes, but is not limited to, keeping the lines clear from freeze-ups and the removal of debris and roots.

Sec. 9-37. Critical water deficiency.

(a) Upon the declaration of a critical water deficiency by the governor, the City shall immediately post notice of the emergency declaration at the usual meeting place of the city council, or the official city bulletin board. The city shall provide notification to the public as quickly as possible or through established water supply plans emergency response plans or procedures.

(b) The City Clerk or any designee may designate city employees or law enforcement personnel to enforce the water conservation measures.

(c) When a critical water deficiency is declared by the governor, no person shall make, cause, use, or permit the use of water received from the City water supply system for residential, commercial, industrial, governmental, or any other purpose in any manner contrary to any provision in this section.

Sec. 9-38. Deficiency of water; Mandatory emergency water conservation measures.

(a) Upon declaration of a water emergency and notification to the public, the following mandatory restrictions upon nonessential water use shall be enforced:

(1) Outdoor irrigation of yards, gardens, golf courses, parklands, and other non-agricultural land, except for those areas irrigated with reclaimed water, is prohibited.

(2) Washing or spraying of sidewalks, driveways, parking areas, tennis courts, patios, or other paved areas with water from any pressurized source, including garden hoses, except to alleviate immediate health or safety hazards, is prohibited.

(3) The outdoor use of any water-based play apparatus connected to a pressurized source is prohibited.

(4) Restaurants and other food service establishments are prohibited from serving water to their customers, unless water is specifically requested by the customer.

(5) Operation of outdoor misting systems used to cool public areas is prohibited.

(6) The filling of swimming pools, fountains, spas, or other exterior water features is prohibited.

(7) The washing of automobiles, trucks, trailers, and other types of mobile equipment is prohibited, except at facilities equipped with wash water recirculation systems, and for vehicles requiring frequent washing to protect public health, safety, and welfare.

Sec. 9-39. Deficiency of water; Variances.

The City Clerk or their designee may grant variances to the use of the City water supply system where strict application of this section would result in serious hardship to a customer. A variance may be granted only for reasons involving health or safety. An applicant may appeal the denial of a variance within five (5) days of the decision by submitting a written appeal to the City Clerk. The City Council shall hear the appeal at the next City Council meeting. The decision of the City Council is final.

Sec. 9-40. Deficiency of water; Violations.

(a) Violations shall be determined and cited by the City Clerk and/or any designees. A violator may appeal the citation within five (5) days of its issuance by submitting a written appeal to the City. The City Council shall hear the appeal at the next City Council meeting. The decision of the City Council is final. Violators may be granted an administrative waiver if evidence is provided that equipment failure was the cause of the violation. A letter from a qualified vendor or equipment invoice will be required to show proof of equipment failure.

(b) Upon discovery of a first violation, the violator shall be issued, either personally or by mail, a warning letter that sets forth the violation and describes the remedy and fines for future violations.

(c) Upon subsequent violations, the violator shall be issued, either personally or by mail, a citation that sets forth the violation and describes the remedy. Fines shall be added to the monthly water bill of the owner or current occupant of the premises where the violation

occurred. The imposition of any fine shall in no way limit the right of the City to pursue any other legal remedies available to it.

Sec. 9-41. Deficiency of water; shutting off water.

The City shall not be liable for any deficiency or failure in the supply of water to consumers, whether occasioned by shutting the water off for the purpose of making repairs or connections, or from any other cause whatever. In case of fire, or alarm of fire, the water may be shut off to ensure a supply for firefighting or in making repairs or constructing new works, or in an emergency, the water may be shut off at any time as long as necessary for completion of the project or until the cessation of the emergency.

Secs. 9-~~39~~42—9-64. Reserved.

SECTION 2. AMENDMENT. The Maple Plain City Code Chapter 9, Article 3 is hereby amended as set forth below to add the underlined language and delete the ~~strikethrough~~ language as follows:

Sec. 9-74. Rates and charges.

(a) (1) For sewer service and the availability thereof, any person connecting premises to the public sewer agrees to pay the rates and charges established therefor, from time to time by Council resolution. In addition to all other charges, each permit to connect shall be accompanied by a special connection fee equal to the lateral unit assessment per the fee schedule for the sewers in the abutting street or rights-of-way plus a plant unit assessment in the amount specified in the fee schedule for each residential dwelling unit, or equivalent, to be connected after the date of this Code. All the special connection fees shall be paid into the sewer fund of the City to offset repairs and upgrades made to the sanitary sewer system by the City.

(2) In respect to property which shall be connected with the City sewer system for the discharge and disposal of any waste unusual in either character or amount, then, in addition to all applicable charges hereunder, the City Council reserves the right to impose the supplemental sewage rate change as the City Council shall determine is reasonable and warranted on the basis of all relevant factors.

(3) The City Council may, by its resolution, provide that any charge for sewer connection, as provided by subsection (a)(1) of this section, be transmitted to the County Auditor to be payable in not more than 15 annual installments of principal plus ten percent annual interest on the unpaid balance from year to year, and to provide further that all connection charges and interest collected by the County Treasurer therefrom shall be paid over to the City Clerk in the same manner as other City taxes.

(4) Any application for a connection permit shall state whether the subject premises has paid an assessment and, if so, the amount so assessed and the legal description of the premises as originally assessed.

(5) The charges established pursuant to this Code shall be a lien on the real estate benefitted thereby and against which same is established, and shall be of equal rank with the liens or taxes levied under the general laws of the state, and shall become due

and payable as fixed by the resolution establishing the charges. The charges may also at the option of the City be enforced against the owner, lessee, or occupant of the property benefitted by the connection service, or availability of service, or against all of them in a civil action without the waiver of other remedies.

(6) a. Rates during the year for single-family residential users of the sewage system are based on the amount of water used during the first quarter of the year~~, or the quarter to be billed, whichever is less~~. If the single-family residential customer establishes residence during the year, the sewer base shall be established by first quarter records from their previous place of residence. If there are no records available from the previous place of residence, then the first quarter sewer base shall be determined by multiplying the number of occupants of the residence by 6,000 gallons/occupant. That base shall remain in effect until the first quarter records are established by actual first quarter of the year usage.

b. The City shall inspect all single-family residential sewer and surface water drainage systems to ensure they are properly hooked up so as not to contribute to the infiltration of the sewer system. The City shall notice any property owner/occupant whose system is not properly hooked up and shall give the property owner/occupant a reasonable amount of time to correct the system depending on the corrections needed. Determination of the time necessary to correct a defective system shall be made by the ~~Public Works Director~~ City Administrator. In the event a property owner fails to correct the infiltration problem within the time period specified by the City, or if a property owner fails to respond to the notice from the City, a charge per the fee schedule, per quarter, shall be added to the property sewer charge commencing the next quarter following the determination of noncompliance. This charge shall be in addition to the base rate established for single-family residential users.

(b) Statements for sewer rental charges for the preceding quarterly period shall be mailed to each customer at the dates as prescribed by the City Council. The statements shall be due and payable to the Administrator on or before the 15th of the month following the date of the bill.

(c) Any amounts due hereunder for sewage charges may be collected in an action brought for that purpose in the name of the City; or the Administrator may certify to the County Auditor the amounts due for sewer charges, including penalty, together with the legal description of the premises served, and the County Auditor shall thereupon enter the amount with the tax levy on the premises collectible with the taxes for the next ensuing year.

~~(d) Any homeowner who is delinquent on said homeowner's sewer or water bill shall lose the benefit of the first quarter calculation described in subsection (a)(6) of this section. The rate for any homeowner who loses the first quarter of the year status shall be based upon actual water usage.~~

~~(e) The Council shall determine annually, by resolution, those accounts that will revert from the first quarter of the year status to a status of actual use. Council action shall come only after notification to delinquent homeowners of the proposed action with an opportunity for homeowners to be heard by the Council. The Council may determine that a hardship exists in certain cases and permit homeowners with delinquent sewer and water bills to maintain~~

~~the favorable treatment under subsection (a)(6) of this section. The proposed resolution, and notice to the homeowner, will set out the last date for payment before the homeowner loses the favorable rate status described in subsection (a)(6) of this section.~~

SECTION 3. AMENDMENT. The Maple Plain City Code Chapter 9, Article 5 is hereby amended as set forth below to add the underlined language and delete the ~~strikethrough~~ language as follows:

Sec. 9-134. Stormwater utility fee and classifications.

(a) The City hereby establishes a ~~monthly~~ quarterly stormwater utility fee, as set forth in the fee schedule. Determination of fee is based on the City's approved zoning designation per property. Legal, nonconforming property shall be charged based on that property's use at the time of the adoption of this Code. Development of an undeveloped, or vacant, parcel or change in property use shall comply with the appropriate stormwater utility fee charge.

(b) Other uses not listed in the fee schedule shall be classified by the City Engineer by assigning them to the most similar class from the standpoint of probable hydrologic response.

Sec. 9-135. Billing.

(a) The stormwater utility fee shall be billed quarterly to each parcel in accordance with the fee schedule ~~most current approved resolution~~. All rates and charges will be reviewed annually and adjusted as needed by the City Council.

(b) The total billable acreage for any real property with a wetland shall be reduced by the net wetland acreage on the property. A property owner may appeal the wetland determination, but must, at said owner's own expense, provide a wetland delineation and present that information to the City Engineer and City Council for consideration. If accepted by the City, the total acreage of delineated wetland shall be used for any adjustment.

SECTION 4. AMENDMENT. The Maple Plain City Code Chapter 9, Article 6 is hereby amended as set forth below to add the underlined language and delete the ~~strikethrough~~ language as follows:

Sec. 9-161. Responsibility for administration.

The ~~City Council~~ City Administrator shall administer, implement, and enforce the provisions of this article. Any powers granted or duties imposed upon the authorized enforcement agency may be delegated in writing by the director of the authorized enforcement agency to persons or entities acting in the beneficial interest of or in the employ of the agency.

***

Sec. 9-170. Enforcement.

(a) Whenever the ~~City Council~~ City Administrator finds that a person has violated a prohibition or failed to meet a requirement of this article, the authorized enforcement agency may order compliance by written notice of violation to the responsible person. The notice may require, without limitation:

(1) The performance of monitoring, analysis, and reporting;

(2) The elimination of illicit connections, illicit discharges, or pet waste;

(3) That violating discharges, practices, or operations shall cease and desist;

(4) The installation of proper salt storage facilities and implementation of proper salt handling procedures;

(5) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;

(6) Payment of a fine to cover administrative and remediation costs; and

(7) The implementation of source control or treatment BMPs.

(b) If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which the remediation or restoration must be completed. The notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

SECTION 5. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publications as required by law.

Adopted by the City Council of the City of Maple Plain this 24th day of February, 2025.

Julie M. Maas-Kusske

Julie Maas-Kusske, Mayor

ATTEST:

Jacob Kolander, City Administrator

Published in the Pioneer Laker on March, 2025.

City of Maple Plain THE GREAT SEAL OF THE STATE OF MINNESOTA MINNESOTA

(Ordinance Summary)

ORDINANCE NO. 333

CITY OF MAPLE PLAIN

AN ORDINANCE AMENDING MAPLE PLAIN CITY CODE CHAPTER 9

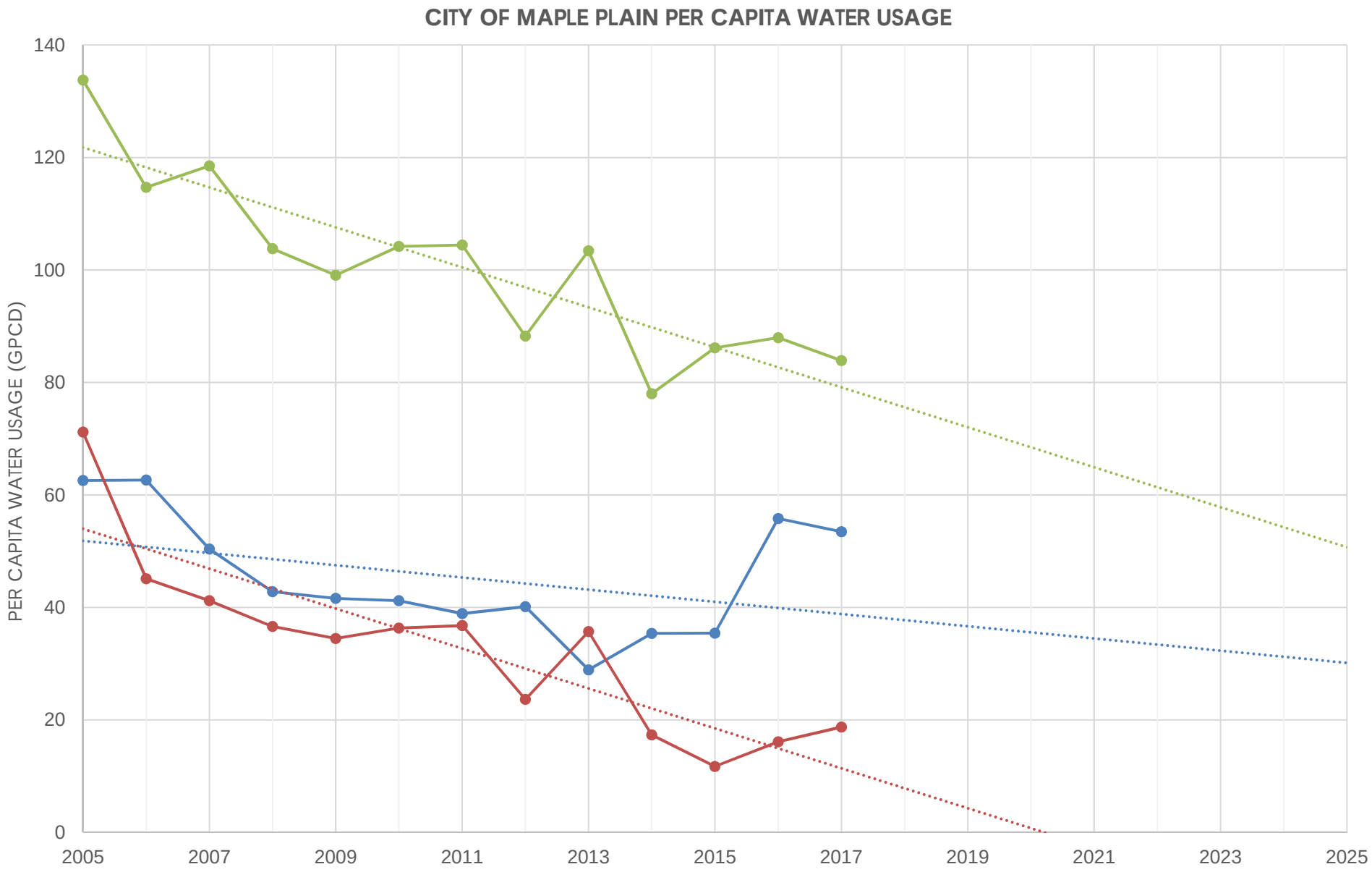
The above-referenced Ordinance amends Maple Plain City Code Chapter 9 providing requirements for delinquent billing, connection of a well to a City water main, property owner responsibility for the cost of water meter installation for bulk water connections, critical water deficiency procedures, sanitary sewer rates and charges, and amending the stormwater utility fee procedure. This summary is adopted pursuant to Minn. Stat. § 412.191, Subd. 4.

A printed copy of the entire Ordinance is available for inspection and copying at the Maple Plain City Hall located at 5050 Independence St., Maple Plain, Minnesota, 55359.

Dated: February 24, 2025

City Administrator

APPENDIX 8: GRAPH SHOWING ANNUAL PER CAPITA WATER DEMAND FOR EACH CUSTOMER CATEGORY DURING THE LAST TEN-YEARS


CITY OF MAPLE PLAIN PER CAPITA WATER USAGE
PER CAPITA WATER USAGE (GPCD)
140
120
100
80
60
40
20
0
2005
2007
2009
2011
2013
2015
2017
2019
2021
2023
2025

APPENDIX 9: WATER RATE STRUCTURE

Residential Utility Rates

Utility Bills are sent quarterly in January, April, July, and October

Fixed Fees (per quarter)

State Water Testing Fee	$3.81
Water Treatment Plant Charge	$25.00
Water Fixed Fee	$13.22
Sewer Fixed Fee (Base charge)	$100.54
Storm Water Utility Fee	$12.46 per lot

Water Volume

Tier 1	0 to 6,000 gallons	$9.44 per 1,000 gallons
Tier 2	6,001 to 12,000 gallons	$9.91 per 1,000 gallons
Tier 3	12,001 to 24,000 gallons	$10.38 per 1,000 gallons
Tier 4	24,001 gallons and above	$11.43 per 1,000 gallons

Sewer Volume

Tier 1	1 to 6,000 gallons	$0.00 (Sewer Fixed Fee Only)
Tier 2	6,001 and above	$8.29 per 1,000 gallons

Commercial Utility Rates

Utility Bills are sent quarterly in January, April, July, and October

Fixed Fees (per quarter)

State Water Testing Fee	$3.81
Water Treatment Plant Charge	$30.00 ($25.00 per unit for multi-family)
Water Fixed Fee	$13.22 ($13.22 per unit for multi-family)
Sewer Fixed Fee (Base charge)	$100.54
Storm Water Utility Fee	Dependent on property zoning and billable acres:

Undeveloped or vacant land	$56.62 per billable acre
Church/Institutional	$56.62 per billable acre
Multi-Family Residential	$75.49 per billable acre
Mixed Use (Commercial/Retail)	$113.23 per billable acre
Industrial	$113.23 per billable acre
Office Park	$113.23per billable acre

Water Volume

Tier 1	0 to 6,000 gallons	$9.44 per 1,000 gallons
Tier 2	6,001 to 12,000 gallons	$9.91 per 1,000 gallons
Tier 3	12,001 to 24,000 gallons	$10.38 per 1,000 gallons
Tier 4	24,001 gallons and above	$11.43 per 1,000 gallons

Sewer Volume

Tier 1	1 to 6,000 gallons	$0.00 (Sewer Fixed Fee Only)
Tier 2	6,001 and above	$8.29 per 1,000 gallons

APPENDIX 10: ADOPTED OR PROPOSED REGULATIONS TO REDUCE DEMAND OR IMPROVE WATER EFFICIENCY

CHAPTER 53: CITY WATER

Section

53.01 Use confined to premises
53.02 Discontinuance of service for code violations
53.03 Deficiency of water and shutting off water
53.04 Fire hydrant connections
53.05 Restricted hours for sprinkling
53.06 Permits for service connections
53.07 Tapping and connection fees and charges
53.08 Excavation permits required
53.09 Placement and operation of required equipment
53.10 Water meters
53.11 Damaging meters prohibited
53.12 Cost of installation borne by consumer
53.13 Access to buildings
53.14 Rates and charges for water usage
53.15 Multi-family dwellings
53.16 Senior citizen rate considerations
53.17 Connections beyond city boundaries
53.18 Consent to regulations
53.19 Assessment of unpaid charges
53.20 Construction, maintenance, and repair

§ 53.01 USE CONFINED TO PREMISES.

No person shall permit water from the city water supply system to be used without prior approval of the city. No more than 1 residence shall be connected to any stop box without the expressed consent of the city.
(Prior Code, § 47.01) Penalty, see § 10.99

§ 53.02 DISCONTINUANCE OF SERVICE FOR CODE VIOLATIONS.

(A) Service may be discontinued if at any time:

(1) The owner or occupant of the premises served, or any person working on any pipes or equipment thereon which are connected with the city water supply system, has intentionally violated any of the requirements of the code of the city relative to the water supply system or connections therewith;

(2) The owner or occupant of the premises served threatens to violate, or cause to be violated, any of the provisions of this code;

(3) Any charge for water, service, meter, meter parts, or any other financial obligations imposed on the present or former owner or occupant of the premises served, by the provisions of this code is unpaid; and/or

(4) Fraud or misrepresentation by the owner or occupant in connection with an application for service.

(B) Water shall not be turned off from any service pipe between the hours of 9:00 a.m. on Friday and 9:00 a.m. on the following Monday.
(Prior Code, § 47.02)

§ 53.03 DEFICIENCY OF WATER AND SHUTTING OFF WATER.

The city shall not be liable for any deficiency or failure in the supply of water to consumers, whether occasioned by shutting the water off for the purpose of making repairs or connections, or from any other cause whatever. In case of fire, or alarm of fire, the water may be shut off to ensure a supply for firefighting or in making repairs or constructing new works, or in an emergency, the water may be shut off at any time as long as necessary for completion of the project or until the cessation of the emergency.
(Prior Code, § 47.03)

§ 53.04 FIRE HYDRANT CONNECTIONS.

It shall be unlawful for any person, except when authorized by the City Administrator/Clerk or except members of the City Fire, Street, and Water Departments when performing their official duties, to open or interfere with any of the hydrants or gates of the city water supply system. The permit shall be granted by the City Administrator/Clerk only upon application in writing, subject to the regulations as may be prescribed by the City Council, upon payment of a deposit fee of $5. Any person withdrawing water from a fire hydrant or gate of the city water supply except for extinguishment of a fire or other city purposes shall be obligated to pay the city $1,00 per thousand gallons of water used. No person shall be granted a permit to withdraw water from a hydrant or gate without meter for a period in excess of 20 days. Upon return of any equipment furnished by the city and deduction of charges computed on the per diem basis, any balance of the deposit shall be returned to the depositor. In case of withdrawal of water from a hydrant or gate without permit, the above charge shall be in addition to other penalties provided for violation of this code.
(Prior Code, § 47.04) Penalty, see § 10.99

§ 53.05 RESTRICTED HOURS FOR SPRINKLING.

Whenever the City Council shall by resolution determine that a shortage of water supply threatens the city, it may by resolution limit the times and hours during which water may be used from the city water supply system for lawn and garden sprinkling, irrigation, car washing, air conditioning, or other uses specified herein; a copy of the resolution shall thereupon be mailed to each water customer. Two days after the mailing of the resolution any water customer who shall cause or permit water to be used in violation of the provisions of the resolution shall be charged $25 for each day of the violation, which charge shall be added to his or her next water bill; continued violation is hereby prohibited and shall be cause for discontinuance of water service.
(Prior Code, § 47.05)

§ 53.06 PERMITS FOR SERVICE CONNECTIONS.

(A) No connection or service tapping shall be made with a city water main without a permit therefor which shall be issued by the city upon application by a master plumber.

(B) No permit herein required shall be granted unless application therefor be made in writing and signed by the owner or his or her agent duly authorized to do the work. The application must state clearly the kind of service for which the connection is intended, the size and kind of pipe to be used, the street and number, which side of the street, if on a corner, on which street to be tapped, with a diagram of the property to be supplied, showing the streets, the boundary, the block on which it is situated, with the distance from the nearest corner, the full name and address of the owner, the purpose for which the water is to be used, and what plumbing work in the premises, if any, has been done by an unlicensed plumber; and the application shall show all other particulars necessary to the full understanding of the subject. No permit shall authorize anything not stated in the application. For any misrepresentation in the application the permit may be suspended; and if the misrepresentation appears to be willful, the permit will be revoked.

(C) Permits shall describe the location and size of each connection, and size must not be departed from in any degree.
(Prior Code, § 47.06) Penalty, see § 10.99

§ 53.07 TAPPING AND CONNECTION FEES AND CHARGES.

(A) Fees for permitting the tapping of a water main shall be paid per connection for each unit in the amounts listed in the following schedule. There shall also be an additional $50 access charge for commercial and industrial units. Before any permit is issued, there shall also be paid any other sums required under this section.

(B) No permit shall be issued to tap or connect with any water main of the city either directly or indirectly from any lot or tract or land unless the City Administrator/Clerk shall have certified:

(1) That the lot or tract of land to be served by the connection or tap has been assessed for the cost of construction of the water main with which the connection is made;

(2) If no assessment has been levied for the construction cost, that proceedings for levying the assessment have been or will be commended in the course; or

(3) If no assessment has been levied, and no assessment proceedings will be completed in due course, but a sum equal to the portion of cost of constructing the water main which would be assessable against the lot or tract has been paid to the city.

(C) If no certificate can be issued by the City Administrator/Clerk, no permit to tap or connect to any water main shall be issued unless the applicant shall pay an additional connection fee which shall be equal to the portion of the cost of construction of the main which would be assessable against the lot or tract to be served by the tapping or connection. The assessable cost is to be determined by the City Administrator/Clerk upon the same basis as any assessment previously levied against other property for that main. Any sum received by the city under this division (C) shall be paid into a special suspense account until it shall be determined by the City Council whether the property served by the connection under the permit will be assessable for any other water main; if it shall be determined that no other main shall be so assessable, then the fee shall be credited to the fund for the water main to which the connection was made, but if the tract or lot served by the connection is subsequently assessed for another water main, the sum shall be transferred to the fund for the main and credited against the amount assessable against the tract or lot.
(Prior Code, § 47.07)

§ 53.08 EXCAVATION PERMITS REQUIRED.

No person shall excavate in a public street to service a water main, make connection therewith, or for any purpose which will expose a water main, unless given a permit to do so by the city in accordance with the requirements of this code.
(Prior Code, § 47.08) Penalty, see § 10.99

§ 53.09 PLACEMENT AND OPERATION OF REQUIRED EQUIPMENT.

(A) *Corporation cocks and laying of service pipes.* The corporation cocks inserted in the distributing pipe must be of the size specified in the permit order. Every service pipe must be laid sufficiently waving to allow of not less than 1 foot of extra length, and in the manner as to prevent rupture by settlement. The service pipe must be placed not less than 8 feet below the surface and in all cases so arranged as to prevent rupture from freezing.

(B) *Stop boxes.* Service pipes must extend from the main to the inside of the building; or if not taken into a building then to a hydrant or other fixtures which it is intended to supply. A stop-cock accessible from the surface through a sleeve without digging in all cases must be placed outside in a box at the property line, and a shutoff or other stopcock with waste, of the size and strength required, shall

be placed close to the inside wall of the building, well protected from freezing. All stop boxes at the property line must be set in front of the building intended to be supplied, not to exceed 2 feet from the line of the building or part thereof. All stop boxes and cocks must conform to the specifications of the City of Maple Plain therefor.

(C) *Pipe sizes.* The minimum pipe size shall be 3/4 inch, I.D. All others shall be as approved by the City Engineer.

(D) *Time for insertion.* If from any cause the plumber laying the service pipe should fail to have the corporation cock inserted at the time specified in his or her application, notice must be given the city fixing another day on which he or she wishes the corporation cock to be inserted. The notice must be given at least 2 days previous to the excavation for laying of the service pipe, and the corporation cock must be inserted before 5:00 p.m. except in special cases, and then the work shall be done only upon a written order from the city.

(E) *Turning on water.* No person shall turn on any water supply at the stop box without a permit from the City Administrator/Clerk and no permit will be issued unless the house number, as given by the Building Inspector, is prominently displayed, and no permit shall be given anyone but a master plumber. The city reserves the right to turn off any water supply if the number is not displayed after a written notice has been sent to the owner as appearing on its books.

(F) *Supply from 1 corporation cock.* No more than 1 house or building shall be supplied from 1 corporation cock, except by special permission of the City Administrator/Clerk. Whenever 2 or more parties are supplied from 1 pipe, connecting with the distribution main, each building or part of building must have a separate stop box at the property line.

(G) *Repair of leaks.* In case of failure upon the part of any consumer or owner to repair any leak occurring upon her or his or her service pipe within 24 hours after verbal or written notice has been given upon the premises, the water will be shut off from the same and will not be turned on until the sum of $5 has been paid. When the waste of water is great, or when damage is likely to result from the leak, the water will be turned off if the repair is not proceeded with immediately upon the giving of the notice.

(H) *Old corporation cocks.* When new buildings are erected on the sites of old ones, and it is desired to increase or change the old water service, no connection with the mains shall be given until all the old corporation cocks shall have been removed and the main plugged. If any contractor, worker, or employee upon the building shall cause or allow any service pipe to be hammered together at the ends to stop the flow of water, or save the expense in removing the pipe from the main, the owner of the building, the worker and contractor shall, upon conviction thereof, be fined not less than $50 nor more than $100 and shall remove the service pipe from the main; if he or she shall fail to do so on 24-hours notice, he or she shall be obligated to pay the city the cost incurred by it for the removal.

(I) *Meter setting devices.* Meter setting devices for 5/8 inch, 3/4 inch, and 1 inch meters shall be of copper pipe including the house side valve, provided that if copper cannot be obtained the meter setting device may be of another non-corrodible metal approved by the City Engineer.

(J) *Excavations for tapping water mains.* Excavations made for the purpose of making a tap from any city water main shall be at least 2 and ½ feet wide by 4 feet long inside the property line, the 4 feet to be measured from a point 6 inches beyond the side of the main opposite to that which is to be tapped and from the point toward the building with which the water connection is to be made. The excavations shall extend to the depth of at least 12 inches lower than the bottom of the water main. Ample clear space shall be allowed around the main in all cases to insert the tapping machine. All excavations for tapping shall be safely curbed to the satisfaction of the city.

(K) *Water meter setting.* All water meters hereinafter installed shall be in accordance with the following rules.

(1) The bottom of the meter shall not be less than 4 inches, or more than 12 inches from the top of the finished basement floor line; and the meter shall not be set more than 12 inches measured horizontally from the inside line of the basement wall.

(2) The service pipe from the city water main to the meter, where the same enters the building, shall be brought through the basement floor in a vertical position, so that a connection may be made thereto with an ell to which may be attached the stop and waste, and meter, or the pipe may be brought through the basement floor, in a vertical position and bent above the floor at a right angle; and the stop and waste, and meter attached in such a manner that the meter shall stand in a proper, vertical position. In no case shall there be more than 12 inches of pipe exposed between the point of the entrance through the basement floor and the stop and waste, and the stop and waste shall be connected directly to the meter.

(3) All meter installations shall have a stop and waste on the street side of the meter, which stop and waste shall, in every case, connect directly to the tail piece furnished with the meter.

(4) The water pipe connecting with the city water main shall not be run under any basement wall, before being connected to the water meter.

(L) *Size of connections.* Connections with the main for ordinary domestic supply shall be 3/4 of an inch or 1 inch, except with permission of the City Administrator/Clerk.
(Prior Code, § 47.09) Penalty, see § 10.99

§ 53.10 WATER METERS.

(A) Except for extinguishment of fires, or when authorized by special permit from the City Administrator/Clerk and for temporary purposes only, no person shall use water from the water supply system of the city, or permit water to be drawn therefrom, except the same be metered by passing though a meter supplied or approved by the city. No person not authorized by the City Administrator/Clerk shall connect, disconnect, take apart, or in any manner change, or cause to be changed, or interfere with any such meter or the action thereof.

(B) The City Council shall from time to time fix the charge to be made to customers for new, replacement, water meters in original connection installations and payment for some shall be made in advance before delivery for installation. The cost of the replacement water meters shall be fixed from time to time by Council resolution.

(C) Whenever any meter shall become obstructed or out of order, the city shall cause it to be repaired. The cost of the repairs to be paid out of the water fund unless the meter had been damaged by freezing or willful neglect by someone outside of the city employ. On request of any customer, the city will test the meter. There shall be a $10 service fee for the test unless error in the meter is found. All water meters obtained from the city shall remain the property of the city and may be replaced at any time by the city if found to be worn or defective beyond repair. The replacement shall be paid for from the water fund.
(Prior Code, § 47.10) Penalty, see § 10.99

§ 53.11 DAMAGING METERS PROHIBITED.

No person shall damage or knowingly or negligently permit damage to be done to a water meter on his or her premises or elsewhere. Any person damaging any such meter or knowingly or negligently permitting the same to be damaged shall pay all costs of making the required repairs to the meter upon demand therefor by the city.
(Prior Code, § 47.11) Penalty, see § 10.99

§ 53.12 COST OF INSTALLATION BORNE BY CONSUMER.

The cost of original installation of all plumbing between the stop box and the meter, as well as all repairs to the same, shall be borne entirely by the consumer. The plumbing shall at all reasonable times be subject to inspection by the city. Any repairs found to be necessary by the representatives shall be made promptly or the city will discontinue service.
(Prior Code, § 47.12)

§ 53.13 ACCESS TO BUILDINGS.

City officials and employees shall have free access at reasonable hours of the day to all parts of every building and premises connected with the city water supply system for reading of meters and inspections.
(Prior Code, § 47.13)

§ 53.15 MULTI-FAMILY DWELLINGS.

Water rates and charges for all multi-family residential buildings, such as apartment buildings, with only 1 water meter shall be based on the total consumption of the building divided by the number of units to determine the consumption per unit. Multi-family customers are billed according to the Residential Conservation Tier Rate.

Example: 30 Unit Complex 300,000 Gallons Consumed
300,000/30 = 10,000 Gallons Per Unit

First 6,000 Gallons x 0-6,000 Rate Charge
Remaining 4,000 Gallons x 6,001 - 12,000 Rate Charge
(Ord. 238, passed 12-14-2009)

§ 53.16 SENIOR CITIZEN RATE CONSIDERATIONS.

Senior citizens, age 65 or over, living in a single-family residence and using less than 8,000 gallons of water per quarter may file for a credit which would exempt them from the water rate service charge. The quarterly water treatment charge is not included in this exemption.
(Prior Code, § 47.15) (Ord. 208, passed 5-22-2006; Am. Ord. 219, passed 12-10-2007; Am. Ord. 238, passed 12-14-2009)

[Text continues on page 51]

§ 53.17 CONNECTIONS BEYOND CITY BOUNDARIES.

In any and all cases where water mains of the city have been or shall be extended to or constructed in any road, street, alley, or public highway adjacent to or outside the corporate limits of the city, the City Council only is authorized to issue permits to the owners or occupants of properties adjacent to, or accessible to, the water mains to tap and make proper water service pipe connections with the water mains to tap and make proper water service pipe connections with the water mains of the city in conformity with and subject to all the terms, conditions, and provisions of the codes of the city relating to the tapping of the city water mains and making water service pipe connections therewith, and to furnish and supply water from the water works system of the city to the owners and occupants of properties adjacent or accessible to the water mains of the city through and by means of water meters duly installed. Water service rendered to the persons shall be subject to all provisions of this code, and persons accepting the service shall thereby agree to be bound and obligated by the code.
(Prior Code, § 47.16) (Am. Ord. 238, passed 12-14-2009)

§ 53.18 CONSENT TO REGULATIONS.

Every person applying for water service from the city systems, and every use of water or owner of property for which the application is made, shall be deemed by the application to consent to all the rules, regulations, and rates contained in the codes of the city and to all modifications thereof and all new rues, regulations, or rates duly adopted.
(Prior Code, § 47.17) (Am. Ord. 238, passed 12-14-2009)

§ 53.19 ASSESSMENT OF UNPAID CHARGES.

The city is hereby given the power to assess and levy in the same manner as other taxes, any unpaid water accounts against the property upon which the account has accrued, and the same shall become a lien against the property. A $150 penalty shall be added to any unpaid water account that is assessed and collected with taxes. The City Council is authorized to waive the penalty amount in cases of hardship.
(Prior Code, § 47.18) (Am. Ord. 193, passed 11-10-2003; Am. Ord. 238, passed 12-14-2009)

§ 53.20 CONSTRUCTION, MAINTENANCE, AND REPAIR.

The cost of construction of all water lines from the main to the building is the sole responsibility of the property owner. The property owner is also responsible for all repairs to water lines between the property line and building. Repairs between the property line and the water main are the responsibility of the city. The property owner is responsible for routine maintenance of the water and sewer lines from the city water mains to the building. Maintenance includes, but is not limited to, keeping the lines clear from freeze-ups and the removal of debris and roots.
(Ord. 225, passed 8-25-2008; Am. Ord. 238, passed 12-14-2009)

APPENDIX 11: IMPLEMENTATION CHECKLIST

Appendix 11. Implementation Checklist

Water Supply Plan Section	Page	Water Supply Plan Action	Implementation Status/Date
Part 1E Appendix 2	10	Well level monitoring plan for daily level reading as detailed in Appendix 2	Ongoing
Part 3B, Obj. 1	27	Conduct regular water audits to monitor water pumpage and sales to identify potential water loss.	Ongoing
Part 3B, Obj. 2	28	Make water system infrastructure improvements. Continue preventative maintenance. Identify and repair leaks immediately.	Ongoing
Part 3B, Obj. 2	29	City will expand available conservation educational materials	Ongoing, Expand by 2020
Part 3B, Obj. 2 Part 3B, Obj. 3	29 30	Utilize City website, email list, newsletter and CodeRed for general and emergency notifications.	Ongoing
Part 3B, Obj. 3	29	Use enhanced water meters to detect and report spikes in water use.	Ongoing
Part 3B, Obj. 3	29	Repair leaking system components: Require customer to immediately repair identified leaks and continue City preventative maintenance.	Ongoing
Part 3B, Obj. 4	30	Existing per capita water demand trends are trending downward. Continue to monitor per capita demand.	Ongoing
Part 3B, Obj. 5	30	Monitor the maximum day demand to average day demand ratio.	Ongoing
Part 3B, Obj. 6	31	City of Maple Plain water rate structure promotes conservation.	Ongoing
Part 3B, Obj. 7	33	City has a Walking and Biking Plan for parks and trails within the City.	Ongoing
Part 3B, Obj. 7	33	City code 53.05 allows for water restrictions to be imposed and provision for enforcement.	Ongoing
Part 3C	34	Water efficient plumbing fixtures and irrigation rainfall sensors required by existing Federal Law and State Statue, respectively.	Ongoing
Part 3C	34	Critical/Emergency Water Deficiency ordinance in place (Code 53.03).	Ongoing
Part 3D	35	City supports rebate programs from partner organizations.	Ongoing
Part 3E	36-37	City currently provides conservation information in the City newsletter, billing inserts, notifications as needed and through City website.	Ongoing
Part 3E	37	The City will work to expand conservation education through newsletter, website, brochures at City Hall, and social media.	Ongoing, Expand by 2020

APPENDIX 12: NATURAL RESOURCES DOCUMENTATION

2015 SYSTEM STATEMENT

City of Maple Plain

System Statement Issue Date: September 17, 2015

METROPOLITAN COUNCIL

WATER RESOURCE REQUIREMENTS/ WASTEWATER SYSTEM STATEMENT

City of Maple Plain

The *2040 Water Resources Policy Plan* includes policies and strategies to achieve the following goal:

> *To protect, conserve, and utilize the region's groundwater and surface water in ways that protect public health, support economical growth and development, maintain habitat and ecosystem health, and provide for recreational opportunities, which are essential to our region's quality of life.*

The Policy Plan takes an integrated approach to water supply, water quality, and wastewater issues. This approach moves beyond managing wastewater and stormwater only to meet regulatory requirements by viewing wastewater and stormwater as resources, with the goal of protecting the quantity and quality of water our region needs now and for future generations.

The Policy Plan includes policies and strategies to:

- Maximize regional benefits from regional investments in the areas of wastewater, water supply and surface water.
- Pursue reuse of wastewater and stormwater to offset demands on groundwater supplies.
- Promote greater collaboration, financial support, and technical support in working with partners to address wastewater, water quality, water quantity and water supply issues.
- Implement environmental stewardship in operating the regional wastewater system by reusing wastewater, reducing energy use and air pollutant emissions, and reducing, reusing, and recycling solid waste.

Key Concepts in the *2040 Water Resources Policy Plan*

Adopted by the Metropolitan Council in May 2015, the *2040 Water Resources Policy Plan* is the metropolitan system plan for metropolitan wastewater services with which local comprehensive plans must conform. The Policy Plan incorporates the following changes*:*

- Centers on and around an integrated approach to water supply, wastewater, and surface water planning.
- Promotes the investigation of the issues and challenges in furthering our work in water conservation, wastewater and stormwater reuse, and low impact development practices in order to promote a more sustainable region.
- Promotes the concept of sustainable water resources where, through collaboration and cooperation, the region will take steps to manage its water resources in a sustainable way aimed at:
  - Providing an adequate water supply for the region
  - Promoting and implementing best management practices that protect the quality and quantity of our resources
  - Providing efficient and cost effective wastewater services to the region
  - Efficiently addressing nonpoint and point sources pollution issues and solutions, and,
  - Assessing and monitoring lakes, rivers, and streams so that we can adequately manage, protect, and restore our valued resources.
- Continues the Council's position that communities that permit the construction and operation of subsurface sewage treatment systems and other private wastewater treatment systems are

responsible for ensuring that these systems are installed, maintained, managed and regulated consistent with Minnesota Rules Chapter 7080-7083.
- Includes requirements in Appendix C for comprehensive sewer plans, local water plans, and local water supply plans.
- Establishes inflow and infiltration goals for all communities served by the regional wastewater system and requires all communities to include their inflow and infiltration mitigation programs in their comprehensive sewer plan.
- Works with the State to attempt to (1) make funds available for inflow and infiltration mitigation, and (2) promote statutes, rules, and regulations to encourage I/I mitigation.

Maple Plain should consult the complete Policy Plan in preparing its local comprehensive plan. In addition, Maple Plain should consult *Thrive MSP 2040* and the *Local Planning Handbook* for specific information needed in its comprehensive plan.

System Plan Considerations Affecting Your Community

Metropolitan Sewer Service

Under state law (Minn. Stat. 473.513) local governments are required to submit both a wastewater plan element to their comprehensive plan as well as a comprehensive sewer plan describing service needs from the Council. Specific requirements for the sewer element of your comprehensive plan can be found in the Water Resources section of the *Local Planning Handbook*.

Forecasts

The forecasts of population, households, employment, and wastewater flows for Maple Plain as contained in the adopted *2040 Water Resources Policy Plan* can be found at: *http://www.metrocouncil.org/Wastewater-Water/Planning/2040-Water-Resources-Policy-Plan.aspx* and on your Community Page in the *Local Planning Handbook.* These forecasts are for sewered development. The sewered housing forecasts were estimated using SAC data, annual city reports, current trends, existing and future local wastewater service areas and other information relating to your community. The wastewater flows are based on historical wastewater flow data, future projected wastewater generation rates, and the projected sewered population and employment data.

The Council will use these growth and wastewater flow forecasts to plan future interceptor and treatment works improvements needed to serve your community. The Council will not design future interceptor improvements or treatment facilities to handle peak hourly flows in excess of the allowable rate for your community. Maple Plain, through its comprehensive planning process, must decide the location and staging of development, and then plan and design its local wastewater collection system to serve this development. The Council will use its judgment as to where to assign growth within your community to determine regional system capacity adequacy. If Maple Plain wishes to identify specific areas within the community to concentrate its growth, it should do so within its Comprehensive Sewer Plan.

You should also note that urban development at overall densities that are substantially lower than those identified for your community in the Community Designation Section of this Systems Statement will also be analyzed by the Council for their potential adverse effects on the cost of providing metropolitan sewer service.

Description of the Metropolitan Disposal System Serving Your Community

Figure 1 shows the location of the Metropolitan Disposal System (MDS) serving your community. Wastewater flow from Maple Plain is treated at the Blue Lake WWTP.

Description of the Regional Inflow/Infiltration (I/I) Program

The *2040 Water Resources Policy Plan* states that the Council will establish I/I goals for all communities discharging wastewater to the MDS. Communities that have excessive I/I in their sanitary sewer systems will be required to eliminate excessive I/I. The Council will continue the implementation of its on-going I/I reduction program. Communities identified through the program as needing to eliminate excessive I/I will be required to submit a work plan that details work activities to identify and eliminate sources of I/I. The Council can limit increases in service within those communities having excess I/I that do not demonstrate progress in reducing their excess I/I. The Council will meet with the community and discuss this alternative before it is implemented.

It is required that those communities that have been identified as contributors of excessive I/I, and that have not already addressed private property sources, do so as part of their I/I program. Significant work has been accomplished on the public infrastructure portion of the wastewater system. The Council will pursue making funds available through the State for I/I mitigation, and promote statutes, rules and regulations to encourage I/I mitigation.

Management of Subsurface Sewage Treatment Systems (SSTS) and Private Systems

The Metropolitan Land Planning Act requires the sewer element of the local comprehensive plan to describe the standards and conditions under which the installation of subsurface sewage treatment systems and other private wastewater treatment systems will be permitted and to the extent practicable, the areas not suitable for public or private systems.

The appropriate density for development with subsurface sewage treatment systems depends on the suitability of the soils to treat wastewater and whether space is available for a primary and back up drainfield. It is the Council's position that all municipalities and counties allowing subsurface sewage treatment systems should incorporate current MPCA regulations (Minn. Rules Chapter 7080-7083) as part of a program for managing subsurface sewage treatment systems in the sewer element of their local comprehensive plan and implement the standards in issuing permits.

Maple Plain should adopt a management program consistent with state rules. An overview of Maple Plain's management program must be included in the community's local comprehensive plan update. If adequate information on the management program is not included; the comprehensive plan will be found incomplete for review until the required information is provided to the Council. Specific requirements for the local comprehensive plan can be found in the *Local Planning Handbook*.

Small private treatment plants are located throughout the Metropolitan Area serving such developments as individual industries, mobile home parks, and other urban type uses. The Council's position is that such private wastewater treatment plants should be permitted only if they are in areas not programmed for metropolitan sewer service in the future and they are provided for in a community's comprehensive plan that the Council has approved. Furthermore, the community is responsible for permitting all community or cluster wastewater treatment systems consistent with Minnesota Rules Chapter 7080-7083 and MPCA standards. The Council will not provide financial support to assist communities if these systems fail.

Maple Plain should include in the sewer element of its local comprehensive plan the conditions under which private treatment plants or municipal treatments would be allowed, and include appropriate management techniques sufficiently detailed to ensure that the facilities conform to permit conditions. Maple Plain is responsible for ensuring that permit conditions for private treatment plants are met and financial resources to manage these facilities are available.

Surface Water Management

In 1995, Minnesota Statutes Section 473.859, subd. 2 was amended to make the local water plan (often referred to as local surface water management plans) required by section 103B. 235 a part of the land use plan of the local comprehensive plan. Minnesota Rules Chapter 8410, updated in July of 2015, includes the requirements for local water management plans. The main change that you need to be aware of is that all communities in the metropolitan area must update their local water plan between January 1, 2017 and December 31, 2018. This means that Maple Plain must update its local water plan as part of the comprehensive plan update. The community's updated local water plan should be submitted to the Council for its review concurrent with the review by the Watershed Management Organization(s) within whose watershed(s) the community is located. **Failure to have an updated local water plan will result in the comprehensive plan being found incomplete for review until the required plan is provided to the Council.**

Local water plans must meet the requirements for local water plans in Minnesota Statutes, section 103B.235 and Minnesota Rules Chapter 8410. In general, local surface water plans need to include a summary of the priorities and problems in the community; structural, nonstructural and programmatic actions to take to address the priorities and problems; and clearly identified funding mechanisms to fix the problems.

More detailed guidance for the local water plans can be found in Appendix C of the Council's *2040 Water Resources Policy Plan* and in the Council's current *Local Planning Handbook.*

In addition, the Council has also updated its priority lake list that was first developed in the 1980s as part of the *Water Resources Policy Plan* update. Figure 2 shows the priority lakes for Maple Plain. The Council uses the priority lake list to focus its limited resources. The list is also used in the environmental review process. Where a proposed development may impact a priority lake, the project proposer must complete a nutrient budget analysis for the lake as part of the environmental review process.

Also included on Figure 2 is the watershed organization(s) that Maple Plain is part of and a list of impaired waters in the community for use in development of your local water plans.

Other Plan Considerations

Water Supply

Local comprehensive plans also address water supply (Minn. Stat., Sec. 473.859). For communities in the metropolitan area with municipal water supply systems, this local comprehensive plan requirement is met by completing the local water supply plan template, which was jointly developed by the Metropolitan Council and the Minnesota Department of Natural Resource (DNR).

FOR COMMUNITIES WHO OWN/OPERATE A PUBLIC WATER SUPPLY SYSTEM:

Because your community owns/operates a municipal community public water supply system (PWS), the local water supply plan must be updated as part of the local comprehensive plan (Minn. Stat., Sec. 103G.291).

The updated local water supply plan should include information about your community along with information about any neighboring communities served by your system.

You should update your local water supply plan upon notification by DNR. Local water supply plan due dates will be staggered between January 1, 2017 and December 31, 2018. Your updated local water supply plan should be submitted to the DNR. DNR will share the plan with the Council, and it will be

reviewed concurrently by both agencies. This schedule allows the local water supply plans to be completed and included in the local comprehensive plan.

Failure to have an updated local water plan will result in the comprehensive plan being found incomplete for review until the required plan is provided to the Council.

The water supply plan template fulfills multiple statutory obligations including:

- Minn. Stat., Sec. 103G.291 to complete a water supply plan including demand reduction
- Minn. Stat., Sec. 473.859 to address water supply in local comprehensive plans
- Minn. Administrative Rules 4720.5280 to address contingency planning for water supply interruption

The plan must be officially adopted by your community, and if applicable the utility board, as part of the local comprehensive plan.

At a minimum, the updated local water supply plan must use the joint DNR and Metropolitan Council template and include water demand projections that are consistent with the community's population forecast provided in the introductory section of this system statement. Potential water supply issues should be acknowledged, monitoring and conservation programs should be developed, and approaches to resolve any issues should be identified.

Guidance and information for water supply planning can be found in the Appendix C of the *2040 Water Resources Policy Plan*, the *Local Planning Handbook*, and the Council's *Master Water Supply Plan.*

The Council's *Master Water Supply Plan* provides communities in the region with planning assistance for water supply in a way that:

- Recognizes local control and responsibility for owning, maintaining and operating water systems
- Is developed in cooperation and consultation with municipal water suppliers, regional stakeholders and state agencies
- Protects critical habitat and water resources over the long term
- Meets regional needs for a reliable, secure water supply
- Highlights the benefits of integrated planning for stormwater, wastewater and water supply
- Emphasizes and supports conservation and inter-jurisdictional cooperation
- Provides clear guidance by identifying key challenges/issues/considerations in the region and available approaches without dictating solutions

Figures 3-5 illustrate some water supply considerations that the community may consider as they develop their local water supply plans, such as: aquifer water levels, groundwater and surface water interactions, areas where aquifer tests or monitoring may be needed to reduce uncertainty, regulatory and management areas, and emergency interconnections.

Figure 1. MCES Sanitary Sewer Meter Service Areas

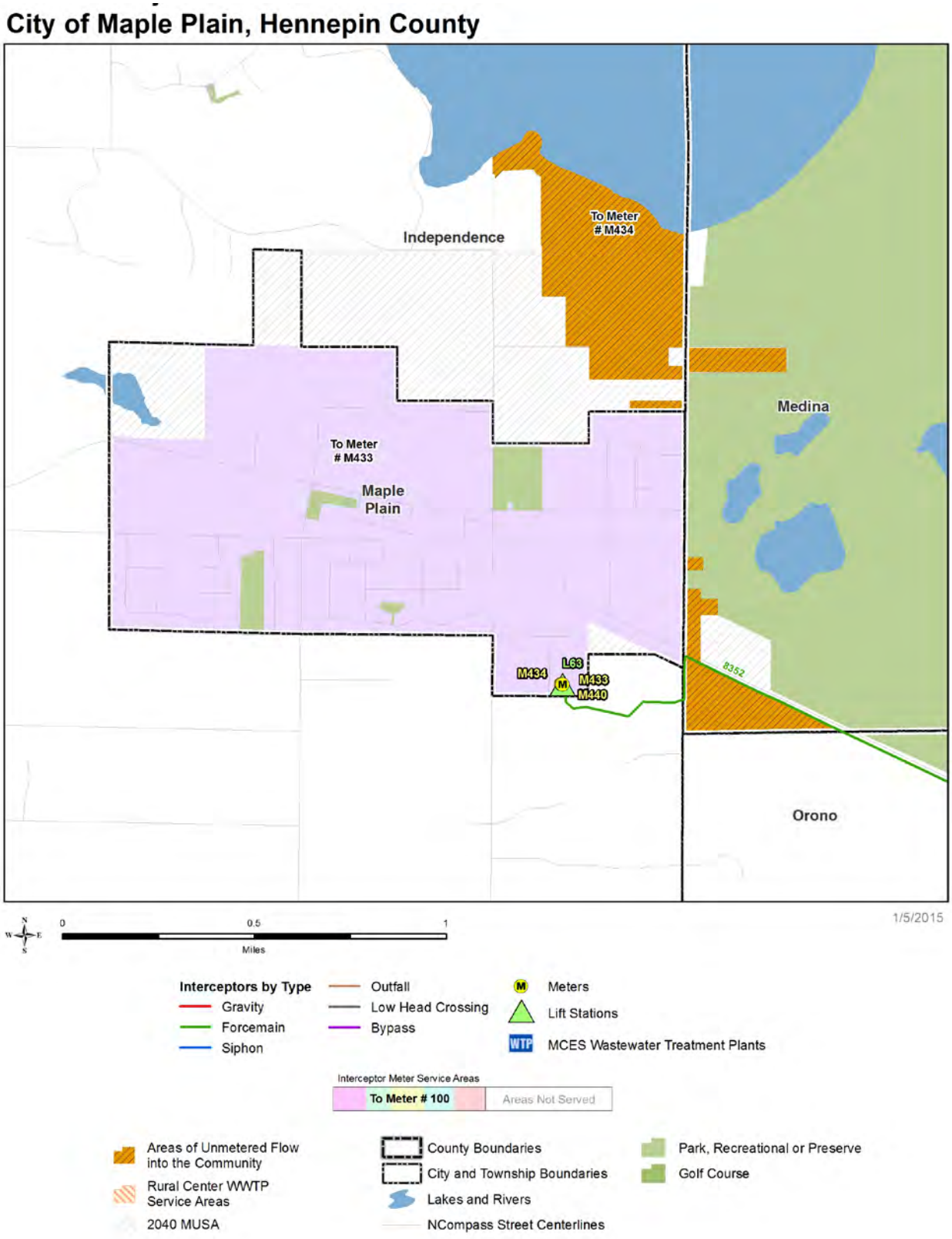


Figure 2. Surface Water Resources

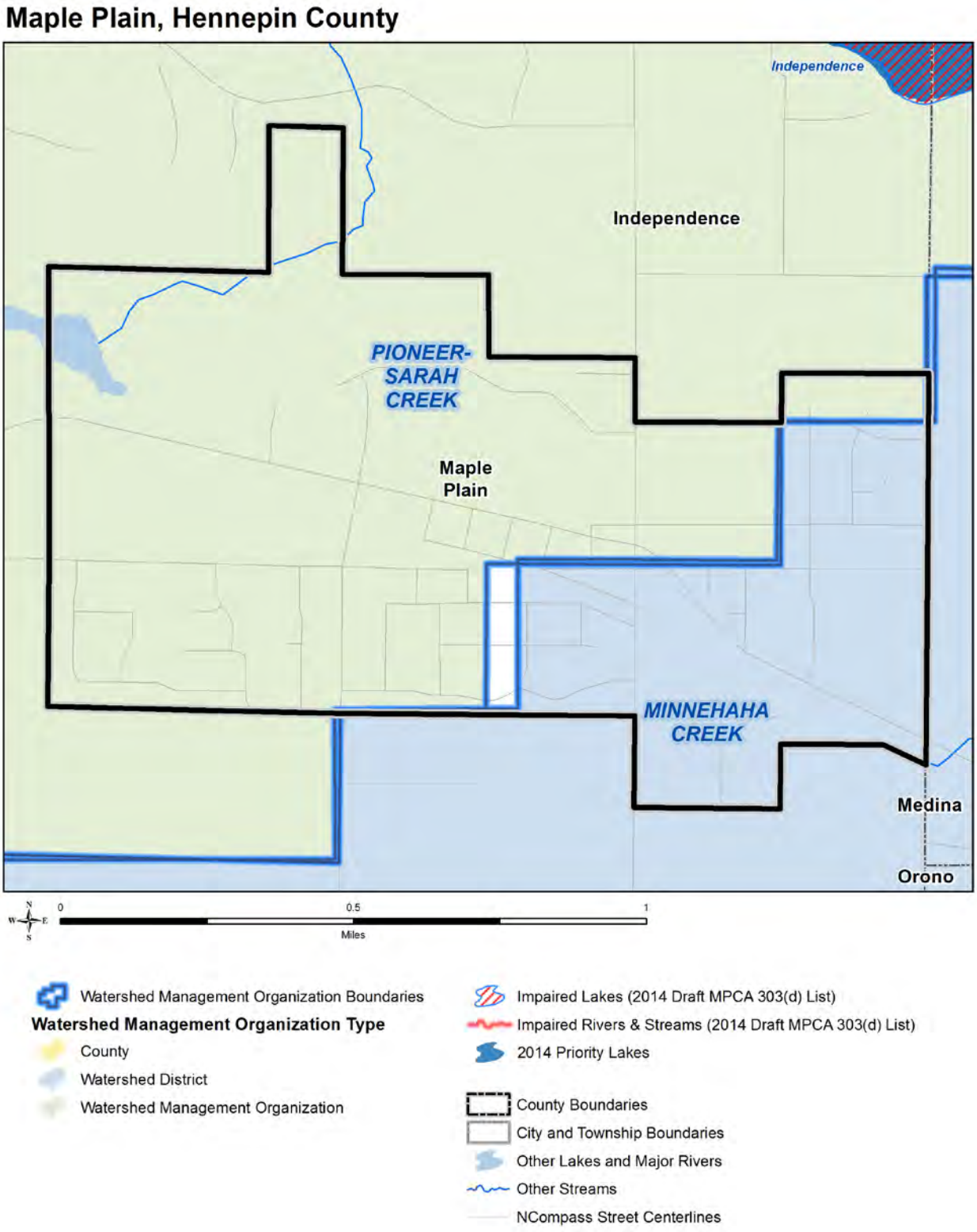


Figure 3. Surface water features and interaction with the regional groundwater system, and state-protected surface water features

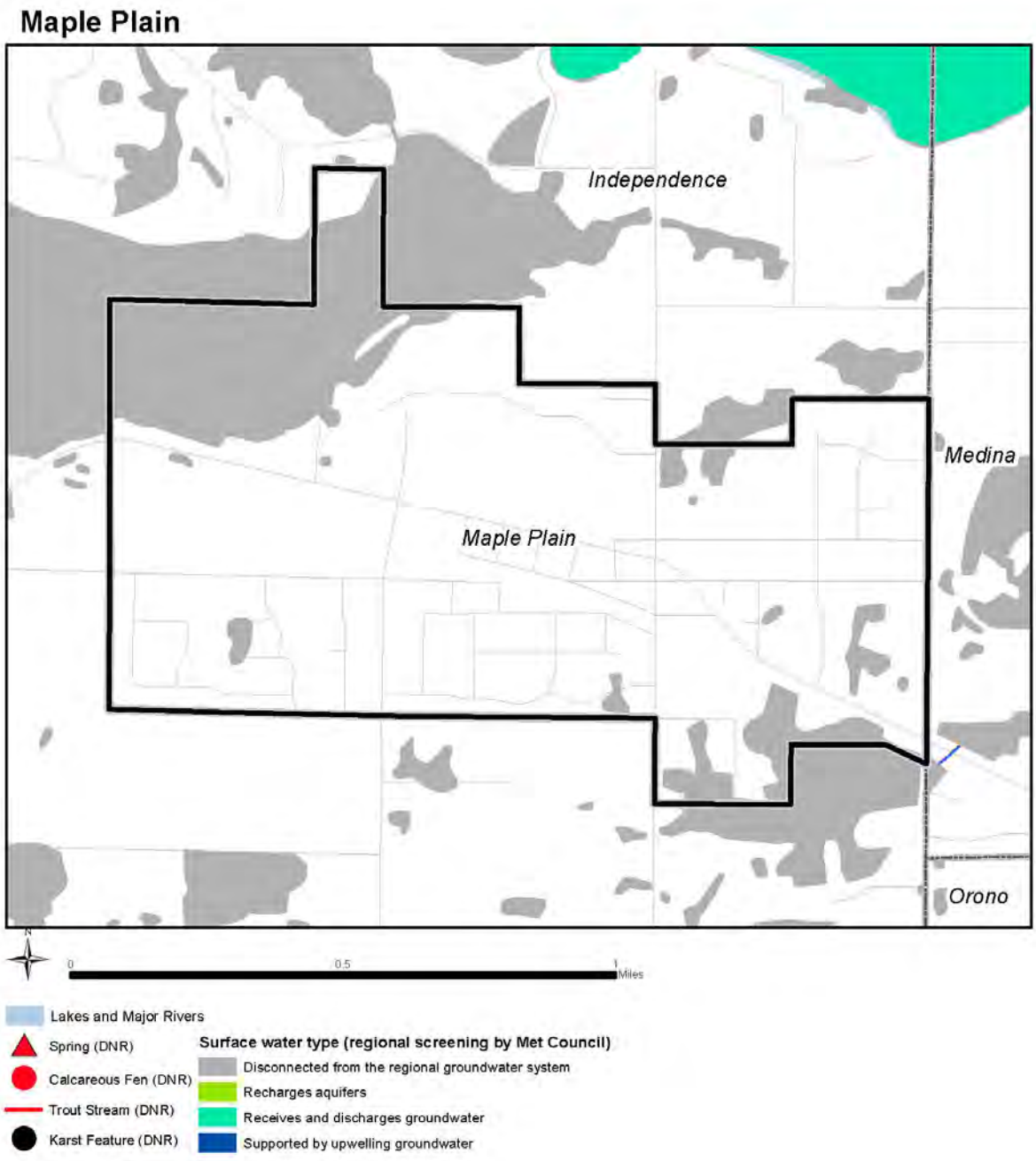


Figure 4. Availability of MN Department of Natural Resources groundwater level and MN Department of Health aquifer test data

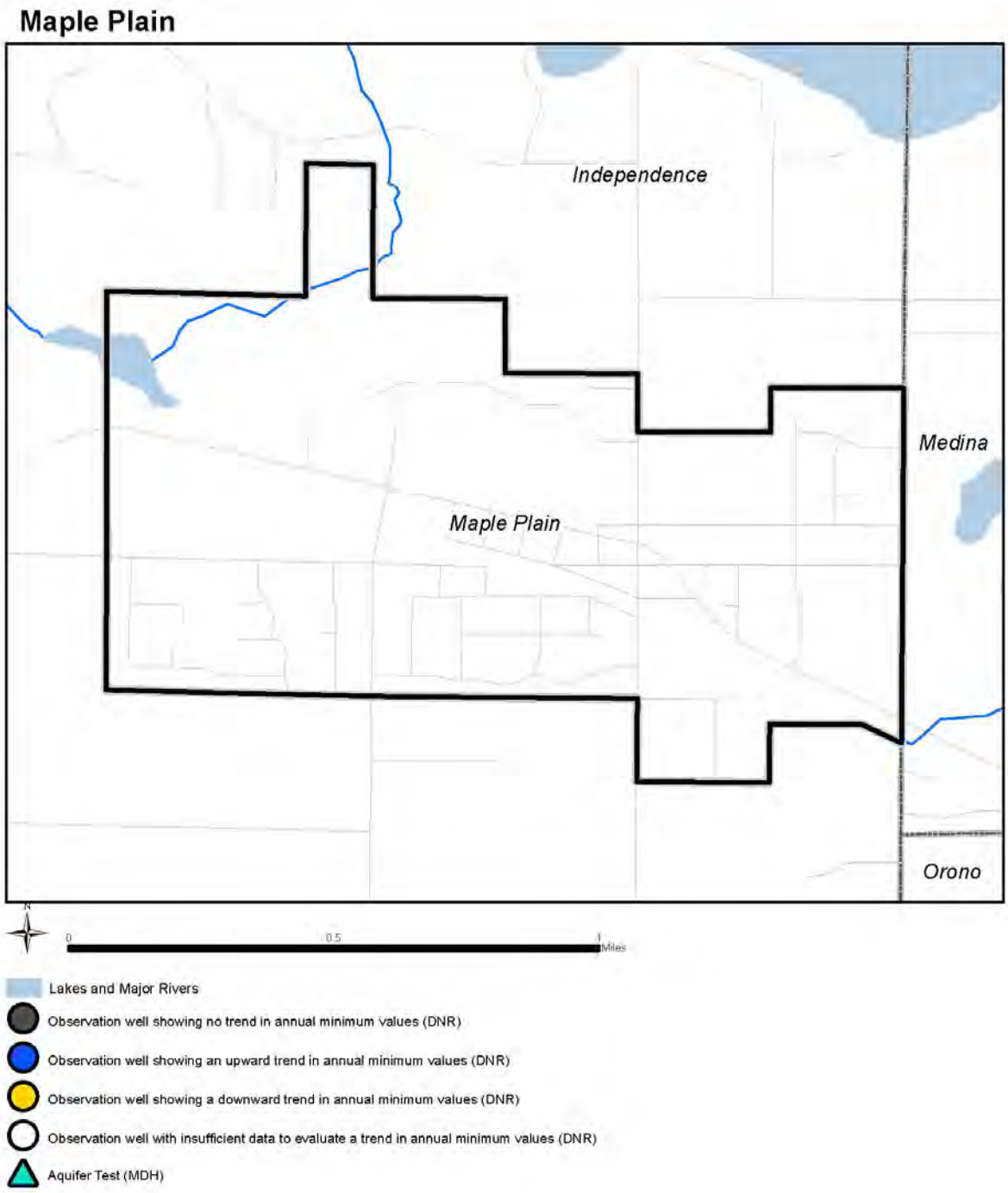
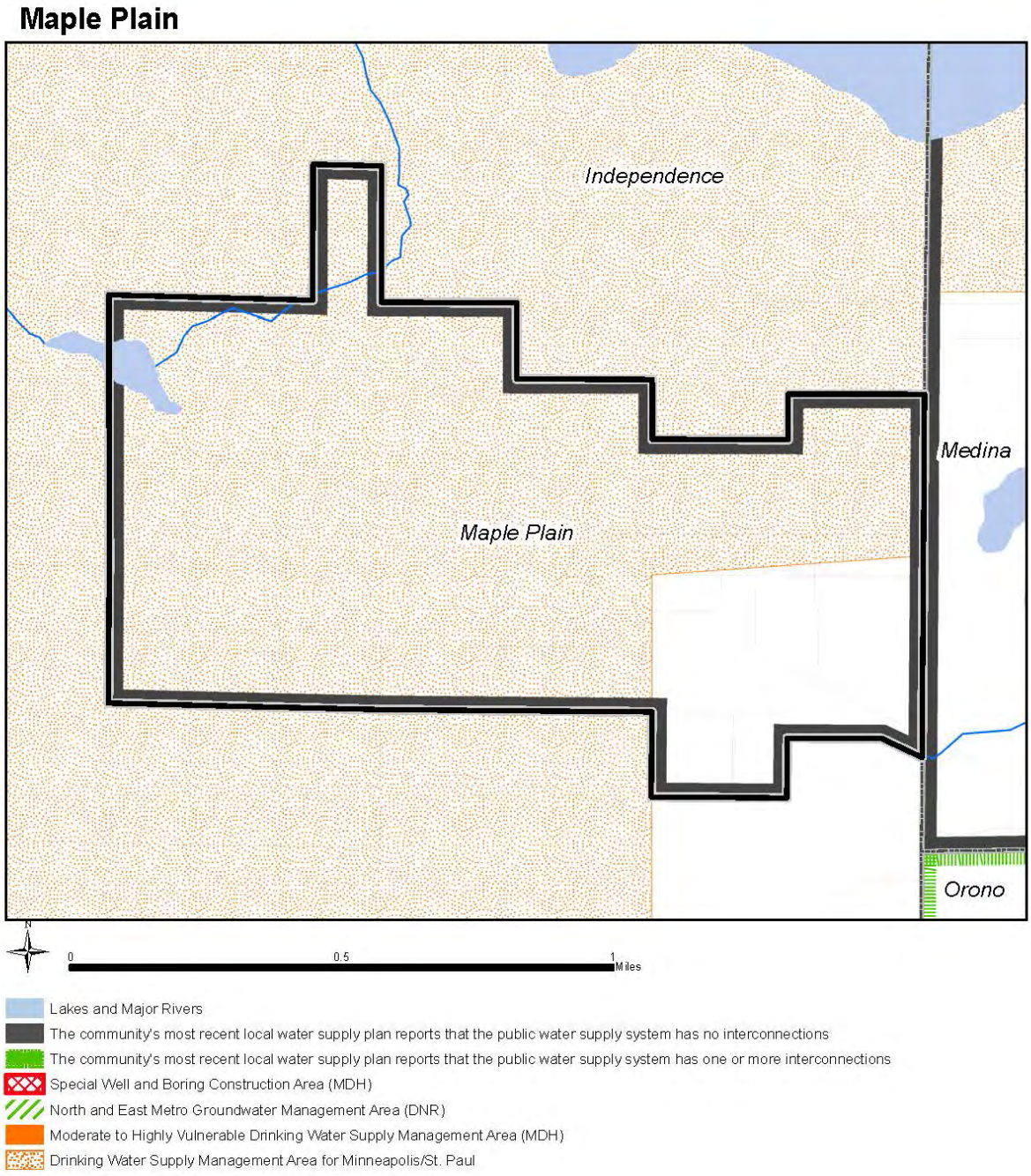


Figure 5. Municipal public water supply system interconnections and regulatory management areas



MASTER WATER SUPPLY PLAN

The Twin Cities Metropolitan Area Master Water Supply Plan provides a framework for sustainable long-term water supply planning at the local and regional level. The plan provides communities in the region with planning assistance for water supply in a way that:

- Recognizes local control and responsibility for owning, maintaining and operating water supply systems
- Is developed in cooperation and consultation with municipal water suppliers, regional stakeholders and state agencies
- Protects critical habitat and water resources over the long term
- Meets regional needs for a reliable, secure water supply
- Highlights the benefits of integrated planning for stormwater, wastewater and water supply
- Emphasizes and supports conservation and interjurisdictional cooperation, and
- Provides clear guidance by identifying key challenges/issues/ considerations in the region and available approaches (without dictating (use prescribing) solutions).

The plan provides guidance so that communities can take the most proactive, cost effective approach to long term planning and permitting to ensure plentiful, safe, and affordable water that supports the prosperity and livability of the region for future generations.

2015 Master Water Supply Plan

DOWNLOAD PDF

Complete 2015 Master Water Supply Plan (134 pages, 152 MB PDF)

Appendix 1: Water Supply Profiles

- All Water Supply Profiles (752 pages, 17 MB PDF)
- Communities (649 pages, 15 MB PDF)
- Sub-regions (16 pages, 338 KB PDF)
- Counties (21 pages, 380 KB PDF)
- Watersheds (64 pages, 1.4 MB PDF)

Appendix 2: Water Demand Projections (7 pages, 405KB PDF)
Appendix 3: 2040 Groundwater Model Projections (10 pages, 523KB PDF)
Appendix 4: Groundwater Optimization Modeling (19 pages, 993KB PDF)
Appendix 5: Community Highlights (5 pages, 177KB PDF)

Maple Plain Water Supply Profile

Overview of water system and use in the community

The community owns and operates their own water supply system.

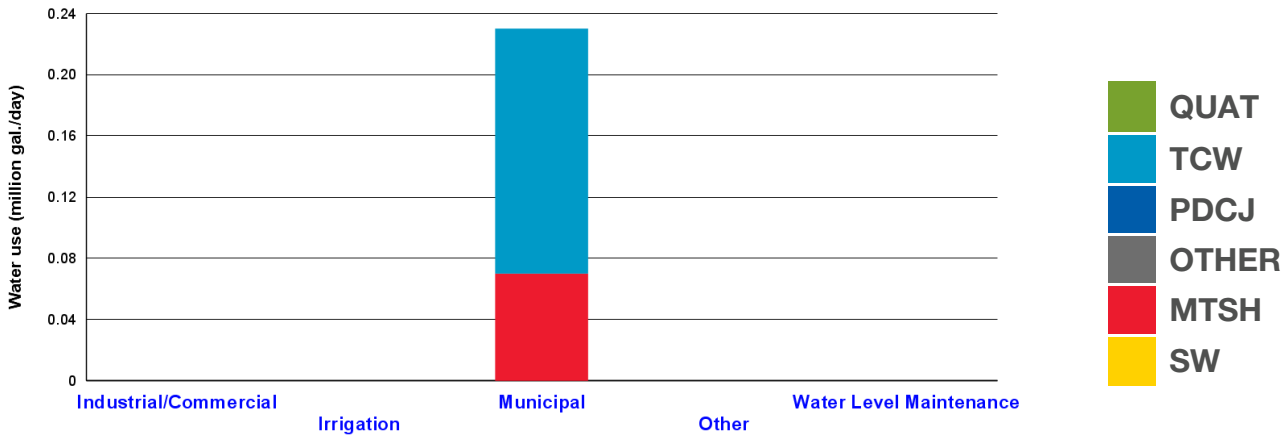
Available approaches to meet current and future demand

1. Conservation
2. Groundwater sources
3. Stormwater reuse
4. Reclaimed wastewater
5. Enhanced recharge
6. Surface water sources

Number of active public and private DNR-permitted wells and surface water intakes that provide water to residents and businesses in the community

Source	Municipal Wells or intakes in the community	Non-Municipal Wells or intakes in the community	Municipal Wells or intakes outside the community
Mt. Simon-Hinckley (MTSH)	1	0	0
Prairie du Chien-Jordan (PDCJ)	0	0	0
Quaternary (QUAT)	0	0	0
Tunnel City-Wonewoc (TCW)	2	0	0
Multi-aquifer (MULTI)	0	0	0
Surface Water (SW)	0	0	0

Amount of water used, on average, by water appropriation permit holders in key water use categories (chart will be blank if no DNR-permitted wells or intakes provide water in the community)



Municipal Water Use

Municipal water treatment: Radionuclides removal, Iron removal, Fluoride , Corrosion control - Lead/Copper, Iron/Manganese Removal, Disinfection, Iron/Manganese Sequestration

Rate structure: Increasing Block

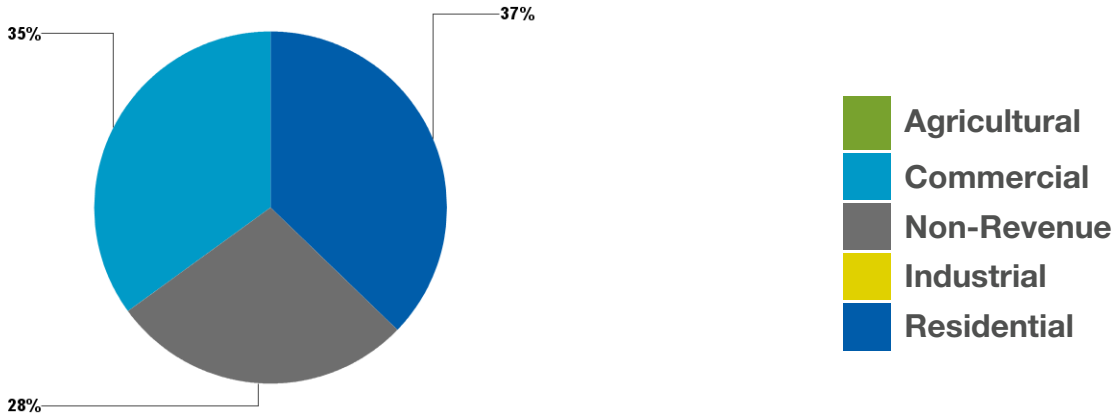
Permitted amount in 2012: 110 (million gallons/year)

Reported use in 2012: 58 (million gallons/year) 0.16 (million gallons/day)

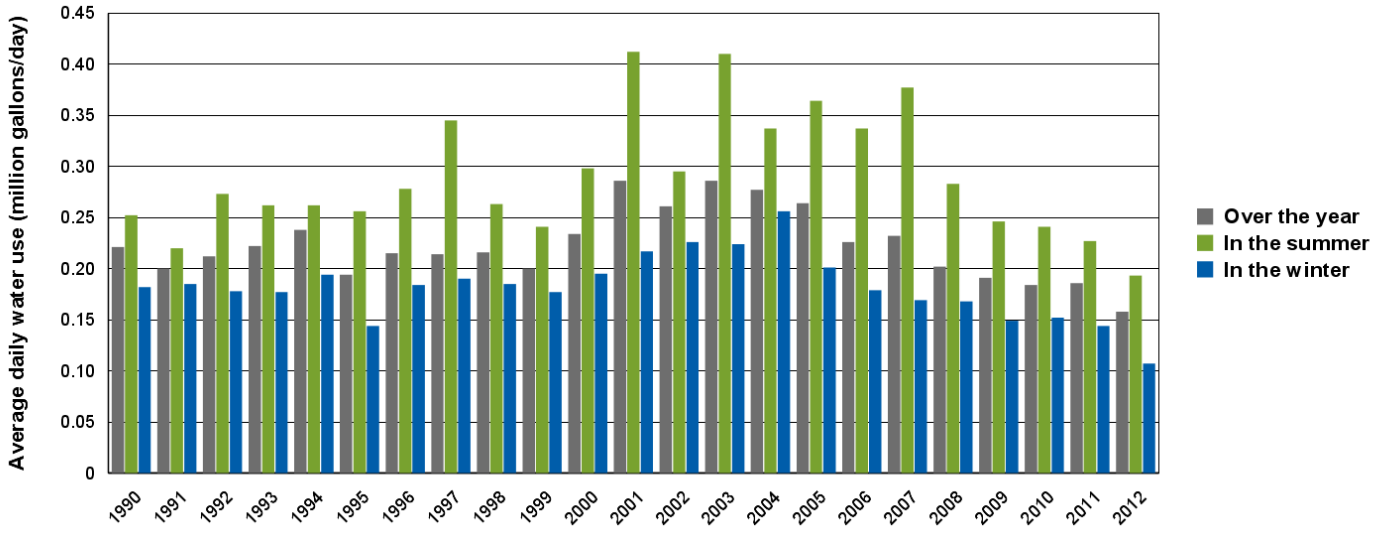
Note: this may be higher than permitted amount if, for example, water is purchased from a neighbor

Residential water use per person in 2012: 33 gallons per person per day

Water use by major categories in 2012



Historical municipal water use in the community



Projected municipal water use

	2020	2030	2040
Population Served	1,870	2,090	2,320
Total Population	1,870	2,090	2,320
Projected Average Daily Water Use (Million Gal./Day), Plus or Minus 20%	0.22	0.25	0.27
Total Per Capita Water Use (Gal./Person/Day)	118	118	118
What per capita water use would be, if population grew without changing total water use:	84	76	68

Water resource plans and permits that address the following issues support more sustainable water supplies

- State and federal requirements, such as Safe Drinking Water Act standards, conditions identified on water appropriation permits issued by the DNR, water quality permits issued by the MPCA and others
- Potential for water use conflicts and well interference
  - Due to the pervasiveness of private wells in the metro area, there exists a potential water use conflict and well interference of all appropriators
- Significant vulnerability to contamination
  - Travel time from land surface to bedrock aquifers is estimated to be less than 50 years
- Significant uncertainty about aquifer productivity and extent
  - The county geologic atlas is more than twenty years old

Note: Local studies may be underway or completed to provide more information about these issues.

The Metropolitan Council's Local Planning Handbook contains interactive maps of all of these issues, and they are also summarized in Chapter 5 of this Master Water Supply Plan.

As appropriate, incorporate the following actions into plans and programs, consistent with your organization's roles and responsibilities

- Acknowledge the issues above and support partnerships to address them in local water supply plans and water appropriation permit applications.
- Explore and support water demand (water conservation) programs such as incentives, ordinances, education and outreach, rates and other approaches. The Metropolitan Council Water Conservation Toolbox can support these efforts.
- Promote the evaluation of water conflict and well interface as part of the water appropriation permit request and review process. Before requesting water appropriations, water users in this areas should evaluate the need to address water conflict and well interference including a) an inventory of all active domestic and public water supply wells near proposed well locations and b) an analysis of existing water level/water withdrawal data to identify where future drawdowns could affect domestic wells.
- Collaborate with partners, including MDH, to support local actions that prevent the spread of contamination. This may include implementation of source-water protection plan measures to mitigate public health risks. Where significant contamination exists, MDH will continue enhanced monitoring, and public water suppliers in the area may need to implement treatment processes to meet Safe Drinking Water Act requirements and manage pumping to better control the extent and magnitude of contaminant plumes.
- Work with partners to identify opportunities for sharing information, reducing duplicate work, and partnering on projects that improve understanding about aquifer productivity and extent.

- Support collaborative efforts to periodically review local water supply risks and potential alter
  mitigate those risks. Technical advances, regulatory adjustments and sub-regional developments can present new opportunities for local water suppliers to enhance the resiliency, sustainability, and affordability of their water supplies.
- Continue to work with local, state and federal agencies, as required.

Note: The actions listed above may be underway or completed, and information may be available from local public water suppliers, planners, or water resource managers.

Additional information and guidance is provided in the Local Planning Handbook. Metropolitan Council staff can also provide technical and planning assistance.

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Accounts Payable
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION:	Approval of the following A. City Bills: $404,790.03 B. City ACH's: $13,998.03 C. Street Project: $1,149.00 Grand Total: $419,993.06

City Checks

Fund Summary

	10100 BoMP/MidCountry/4M
101 GENERAL FUND	$267,347.58
601 WATER FUND	$62,741.19
602 SEWER FUND	$37,824.71
603 STORM WATER FUND	$2,106.68
701 PLAN REVIEW ESCROWS	$34,744.87
801 FIRE PARTNERSHIP FUND	$25.00
	$404,790.03

City ACH Payments

Fund Summary

	10100 BoMP/MidCountry/4M
101 GENERAL FUND	$8,393.64
601 WATER FUND	$4,228.01
602 SEWER FUND	$30.11
801 FIRE PARTNERSHIP FUND	$1,346.27
	$13,998.03

Street Project

Fund Summary

	10100 BoMP/MidCountry/4M
458 2024 STREET RECONSTRUCTION	$1,149.00
	$1,149.00

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Payments Batch 032326 ACCTS PAYBL $404,790.03

Refer	0 *ABDO LLP*					
Cash Payment	E 101-41500-301	Auditing & Accounting S	Financial Management Services February 2026			$3,510.83
Invoice 519438	2/28/2026					
Cash Payment	E 601-49400-301	Auditing & Accounting S	Financial Management Services February 2026			$1,276.66
Invoice 519438	2/28/2026					
Cash Payment	E 602-49450-301	Auditing & Accounting S	Financial Management Services February 2026			$1,276.66
Invoice 519438	2/28/2026					
Cash Payment	E 603-49455-301	Auditing & Accounting S	Financial Management Services February 2026			$319.18
Invoice 519438	2/28/2026					
Cash Payment	E 101-41500-301	Auditing & Accounting S	2025 Audit Preparation			$9,350.00
Invoice 519491	3/1/2026					
Cash Payment	E 601-49400-301	Auditing & Accounting S	2025 Audit Preparation			$3,400.00
Invoice 519491	3/1/2026					
Cash Payment	E 602-49450-301	Auditing & Accounting S	2025 Audit Preparation			$3,400.00
Invoice 519491	3/1/2026					
Cash Payment	E 603-49455-301	Auditing & Accounting S	2025 Audit Preparation			$850.00
Invoice 519491	3/1/2026					
Cash Payment	E 101-41500-301	Auditing & Accounting S	2025-2029 Long-term Plan			$2,200.00
Invoice 519916	2/28/2026					
Cash Payment	E 601-49400-301	Auditing & Accounting S	2025-2029 Long-term Plan			$800.00
Invoice 519916	2/28/2026					
Cash Payment	E 602-49450-301	Auditing & Accounting S	2025-2029 Long-term Plan			$800.00
Invoice 519916	2/28/2026					
Cash Payment	E 603-49455-301	Auditing & Accounting S	2025-2029 Long-term Plan			$200.00
Invoice 519916	2/28/2026					
Transaction Date	2/28/2026		BoMP/MidCountry/4	10100	**Total**	$27,383.33
Refer	0 *ADAMS PEST CONTROL*					
Cash Payment	E 101-45200-311	Contract Service	Account 10059111 - Prevention Plus - Feb 2026			$138.78
Invoice 4355865	2/20/2026					
Transaction Date	2/20/2026		BoMP/MidCountry/4	10100	**Total**	$138.78
Refer	0 *AMAZON.COM*					
Cash Payment	E 101-41500-560	Office Equipment & Fur	VeraFlex Office Desk Chair			$286.99
Invoice 143F1PYP4Q64	3/10/2026					
Cash Payment	E 101-41110-201	Operating Supplies	HDMI 2.1 Cord			$12.99
Invoice 1WDPXYML69JX	3/11/2026					
Cash Payment	E 101-41110-201	Operating Supplies	HDMI Coupler Extension Adapter (2@$6.64)			$13.28
Invoice 1WDPXYML69JX	3/11/2026					
Cash Payment	E 101-41110-201	Operating Supplies	Shipping & handling			$2.99
Invoice 1WDPXYML69JX	3/11/2026					
Cash Payment	E 101-41110-201	Operating Supplies	Promotions & discounts			-$4.29
Invoice 1WDPXYML69JX	3/11/2026					
Transaction Date	3/10/2026		BoMP/MidCountry/4	10100	**Total**	$311.96
Refer	0 *ARVIZO, ROCHELLE*					
Cash Payment	E 101-41110-331	Training & Travel	Mileage February 2026			$43.50
Invoice	2/6/2026					
Transaction Date	2/6/2026		BoMP/MidCountry/4	10100	**Total**	$43.50

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Refer	0 *AT&T MOBILITY*				
Cash Payment	E 101-45200-321 Telephone & Internet		Hot Spots Dec 26- Jan 25		$83.46
Invoice	505121X02032026	1/25/2026			
Cash Payment	E 101-41500-321 Telephone & Internet		City Admin Cell Phone Jan 02- Jan 25		$51.02
Invoice	505121X02032026	1/25/2026			
Cash Payment	E 101-41500-560 Office Equipment & Fur		City Admin Cell Phone purchase(APL IPH 17PM 256GB ORA)		$575.67
Invoice	505121X02032026	1/25/2026			
Cash Payment	E 101-45200-321 Telephone & Internet		Hot Spots Jan 26-Feb 25, 2026		$83.46
Invoice	505121X03032026	2/25/2026			
Cash Payment	E 101-41500-321 Telephone & Internet		City Admin Phone Jan 26- Feb 25, 2026		$62.48
Invoice	505121X03032026	2/25/2026			
Transaction Date	1/25/2026		BoMP/MidCountry/4 10100	**Total**	$856.09
Refer	0 *BOLTON & MENK, INC.*				
Cash Payment	E 101-43000-303 Engineering Services		Maple Plain/GIS ArcGIS Online Conversion		$4,310.00
Invoice	389056	2/27/2026			
Cash Payment	E 101-43000-303 Engineering Services		Maple Plain/GIS ArcGIS Online Conversion Credit for Services		-$4,310.00
Invoice	389056	2/27/2026			
Cash Payment	E 101-43000-303 Engineering Services		Maple Plain/2026 LSL Replacement Project		$6,511.00
Invoice	389053	2/27/2026	Project LEAD		
Cash Payment	G 701-22021 ESCROW: NORTHSHORE		Bolton & Menk Engineering Feb. 2026		$1,764.50
Invoice	389055	2/27/2026	Project 22021		
Cash Payment	E 603-49455-303 Engineering Services		Maple Plain/2026 Miscellaneous Drainage		$417.50
Invoice	389095	2/27/2026			
Cash Payment	G 701-22024 ESCROW: NORTH SHORE		Bolton & Menk Engineering Feb. 2026		$390.00
Invoice	389050	2/27/2026	Project 22024		
Cash Payment	G 701-22027 ESCROW: SMITH FAMILY		Bolton & Menk Engineering Feb. 2026		$493.50
Invoice	389050	2/27/2026	Project 22027		
Cash Payment	G 701-22009 ESCROW- 1701 BAKER PA		Bolton & Menk Engineering Feb. 2026		$391.50
Invoice	389050	2/27/2026	Project 22009		
Cash Payment	E 101-43000-303 Engineering Services		Maple Plain/2026 Misc Engineering General Engineering (0000		$337.50
Invoice	389054	2/27/2026			
Cash Payment	E 101-43000-303 Engineering Services		Maple Plain/2026 Misc Engineering Reduced Rate Engineering		$262.50
Invoice	389054	2/27/2026			
Cash Payment	G 701-22028 ESCROW: FRONTIER FIBE		Bolton & Menk Engineering - Feb 2026		$37.50
Invoice	389054	2/27/2026	Project 22028		
Cash Payment	E 601-49400-303 Engineering Services		Watermain Break		$75.00
Invoice	389054	2/27/2026			
Cash Payment	E 603-49455-303 Engineering Services		MCES I&I Grant		$320.00
Invoice	389054	2/27/2026			
Cash Payment	E 101-43000-303 Engineering Services		2026 Downtown Street Topographic Survey (0000002)		$243.00
Invoice	389051	2/27/2026			
Cash Payment	E 101-43000-303 Engineering Services		2026 Downtown street Design (0000003)		$13,699.50
Invoice	389051	2/27/2026			
Cash Payment	E 101-43000-303 Engineering Services		2026 Industrial Street Feasibility Report		$1,635.00
Invoice	389052	2/27/2026			

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 101-43000-303 Engineering Services	2026 Industrial Street Design (0000003)			$22,617.00
Invoice 389052	2/27/2026				
Transaction Date 2/27/2026		BoMP/MidCountry/4	10100	**Total**	$49,195.00
Refer 0 *BURAK, ANDREW*					
Cash Payment	E 101-41110-331 Training & Travel	February 2026 Mileage for Training			$40.60
Invoice	2/6/2026				
Transaction Date 2/6/2026		BoMP/MidCountry/4	10100	**Total**	$40.60
Refer 0 *CARSON, CLELLAND & SCHREDE*					
Cash Payment	E 101-42110-304 Legal Services	Criminal Prosecution - Services FEB 2026			$918.75
Invoice 9289	2/27/2026				
Cash Payment	E 101-42110-304 Legal Services	Criminal Paralegal - Services FEB 2026			$303.75
Invoice 9289	2/27/2026				
Transaction Date 2/27/2026		BoMP/MidCountry/4	10100	**Total**	$1,222.50
Refer 0 *CITY OF INDEPENDENCE*					
Cash Payment	E 101-41610-304 Legal Services	February 2026 Legal Services (Lobbyist)			$666.66
Invoice 128510062	2/3/2026				
Transaction Date 2/3/2026		BoMP/MidCountry/4	10100	**Total**	$666.66
Refer 0 *ECM PUBLISHERS INC*					
Cash Payment	G 701-22027 ESCROW: SMITH FAMILY	March 5 PH 1800 Pioneer Creek (ECM Publishers)			$75.90
Invoice 1088441	2/21/2026			Project 22027	
Transaction Date 2/21/2026		BoMP/MidCountry/4	10100	**Total**	$75.90
Refer 0 *ESO SOLUTIONS*					
Cash Payment	E 101-42290-311 Contract Service	12/19/2026 12/20/2025 ER - Fire - Historical Data Access			$500.00
Invoice ESO185114	12/8/2025				
Transaction Date 12/8/2025		BoMP/MidCountry/4	10100	**Total**	$500.00
Refer 0 *ESRI*					
Cash Payment	E 601-49400-309 EDP, Software and Desi	ArcGIS Online Viewer 05/09/2026- 05/08/2027			$125.00
Invoice 900198937	2/18/2026				
Cash Payment	E 601-49400-309 EDP, Software and Desi	ArcGIS Online Creator 05/09/2026- 05/08/2027			$700.00
Invoice 900198937	2/18/2026				
Cash Payment	E 601-49400-309 EDP, Software and Desi	ArcGIS Online Mobile Worker 05/09/2026- 05/08/2027			$400.00
Invoice 900198937	2/18/2026				
Transaction Date 2/18/2026		BoMP/MidCountry/4	10100	**Total**	$1,225.00
Refer 0 *FRONTIER*					
Cash Payment	E 601-49400-321 Telephone & Internet	SCADA #763-479-3047-111308-2 Feb 10- Mar 09,2026			$79.59
Invoice	2/10/2026				
Cash Payment	E 601-49400-321 Telephone & Internet	Late Payment Fee			$12.50
Invoice	2/10/2026				
Transaction Date 2/10/2026		BoMP/MidCountry/4	10100	**Total**	$92.09
Refer 0 *FRONTIER*					
Cash Payment	E 601-49400-321 Telephone & Internet	ALARM LINE #763-479-6882-082311-2 02.16-03.15.26			$81.93
Invoice	2/16/2026				

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Transaction Date	2/16/2026		BoMP/MidCountry/4	10100	**Total**	$81.93
Refer	0 *FRONTIER*					
Cash Payment	E 601-49400-321 Telephone & Internet		SCADA #763-479-3047-111308-2 Mar10- Apr 09,2026			$99.01
Invoice	3/10/2026					
Cash Payment	E 601-49400-321 Telephone & Internet		Late Payment Fee			$12.50
Invoice	3/10/2026					
Cash Payment	E 601-49400-321 Telephone & Internet		Taxes and Fees			$5.58
Invoice	3/10/2026					
Transaction Date	3/10/2026		BoMP/MidCountry/4	10100	**Total**	$117.09
Refer	0 *HENN COUNTY ACCTS RECEIVAB*					
Cash Payment	E 101-42110-317 Board & Booking Fees		Jail Per Diem 01/01/2026-01/31/2026			$8.68
Invoice	1000261352	2/9/2026				
Cash Payment	E 101-43000-323 Radio Units/Technology		February 2026 Radio Lease - Public Works			$118.44
Invoice	1000264703	3/3/2026				
Transaction Date	2/9/2026		BoMP/MidCountry/4	10100	**Total**	$127.12
Refer	0 *HOFF BARRY ATTORNEYS*					
Cash Payment	E 101-41610-304 Legal Services		General Admin Legal			$5,027.00
Invoice	3/2/2026					
Cash Payment	G 701-22024 ESCROW: NORTH SHORE		Hoff & Barry Legal Services FEB 2026			$551.00
Invoice	3/2/2026				Project 22024	
Cash Payment	G 701-22021 ESCROW: NORTHSHORE		Hoff & Barry Legal Services FEB 2026			$8,413.50
Invoice	3/2/2026				Project 22021	
Cash Payment	G 701-22028 ESCROW: FRONTIER FIBE		Hoff & Barry Legal Services - Frontier Fiber Optics			$2,058.00
Invoice	3/2/2026				Project 22028	
Transaction Date	3/2/2026		BoMP/MidCountry/4	10100	**Total**	$16,049.50
Refer	0 *HOLTON, JOANIE OR CODY*					
Cash Payment	G 101-22001 Damage Deposits - Facility		DAMAGE DEPOSIT REFUND - Rainbow park 8/24			$100.00
Invoice	8/13/2025					
Transaction Date	8/13/2025		BoMP/MidCountry/4	10100	**Total**	$100.00
Refer	0 *INDUSTRIAL CHEM LABS & SERVI*					
Cash Payment	E 602-49450-201 Operating Supplies		LIFT STATION DEGREASER			$585.67
Invoice	426100	2/17/2026				
Transaction Date	2/17/2026		BoMP/MidCountry/4	10100	**Total**	$585.67
Refer	0 *INTEGRATED FIRE & SECURITY*					
Cash Payment	E 601-49400-311 Contract Service		Fire Monitoring 02/13/26- 02/12/27			$335.40
Invoice	102734	1/2/2026				
Transaction Date	1/2/2026		BoMP/MidCountry/4	10100	**Total**	$335.40
Refer	0 *IRON EXCHANGE/MURLEY BEV, L*					
Cash Payment	G 701-20201 Escrow Deposits		Refund: Escrow Deposit - CUP Amendment			$1,734.51
Invoice	12/31/2025					
Transaction Date	12/31/2025		BoMP/MidCountry/4	10100	**Total**	$1,734.51
Refer	0 *KENDALL COMMUNICATION*					

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	G 701-20201 Escrow Deposits		Refund: Escrow Deposit CUP 5115 Industrial St.			$587.02
Invoice	12/31/2025					
Transaction Date	12/31/2025		BoMP/MidCountry/4	10100	**Total**	$587.02
Refer	0 *KENNEDY & GRAVEN*					
Cash Payment	G 701-22021 ESCROW: NORTHSHORE		Jan 2026 Legal services for TIF district No. 2-1 (Kennedy &			$2,728.00
Invoice	2/24/2026				Project 22021	
Cash Payment	G 701-22021 ESCROW: NORTHSHORE		TIF District No. 2-1 (Kennedy & Graven) Feb 2026			$217.00
Invoice	3/12/2026				Project 22021	
Transaction Date	2/24/2026		BoMP/MidCountry/4	10100	**Total**	$2,945.00
Refer	0 *LCC TELECOM SERVICES*					
Cash Payment	G 701-20201 Escrow Deposits		Escrow Refund - CUP Amendment			$1,900.19
Invoice	12/31/2025					
Transaction Date	12/31/2025		BoMP/MidCountry/4	10100	**Total**	$1,900.19
Refer	0 *LEAGUE OF MINNESOTA CITIES*					
Cash Payment	E 101-41500-331 Training & Travel		MCMA Conference- JS			$525.00
Invoice 446222	2/23/2026					
Cash Payment	E 101-41500-331 Training & Travel		2026 LMC Annual Conference Jacob Schillander			$340.00
Invoice 446806	3/4/2026					
Cash Payment	E 101-41110-331 Training & Travel		2026 LMC Annual Conference Julie Maas-Kusske			$340.00
Invoice 446806	3/4/2026					
Cash Payment	E 101-41500-331 Training & Travel		APMP Meeting Registrations/Lunches			$25.00
Invoice 447267	3/12/2026					
Cash Payment	E 101-41110-331 Training & Travel		Rochelle Arvizo 2026 LMC Annual Conference Registration Fee			$275.00
Invoice 447382	3/16/2026					
Cash Payment	E 101-41110-331 Training & Travel		Julie Maas-Kusske 2026 MMA Spring Mayors Meet Up Event Fee			$55.00
Invoice 447426	3/16/2026					
Transaction Date	2/23/2026		BoMP/MidCountry/4	10100	**Total**	$1,560.00
Refer	0 *LHB, INC.*					
Cash Payment	G 701-22021 ESCROW: NORTHSHORE		Maple Plain Museum TIF Analysis (LHB, Inc./JAN. 2026)			$4,500.75
Invoice 25071300	2/16/2026				Project 22021	
Transaction Date	2/16/2026		BoMP/MidCountry/4	10100	**Total**	$4,500.75
Refer	0 *MAAS-KUSSKE, JULIE*					
Cash Payment	E 101-41110-331 Training & Travel		Meal 02-24-26			$25.00
Invoice	2/2/2026					
Cash Payment	E 101-41110-331 Training & Travel		February 2026 Mileage			$115.28
Invoice	2/2/2026					
Transaction Date	2/2/2026		BoMP/MidCountry/4	10100	**Total**	$140.28
Refer	0 *MAMA*					
Cash Payment	E 101-41500-433 Dues & Subscriptions		Jacob Schillander: Membership Type - 2026 Full Membership			$60.00
Invoice 2604	3/3/2026					

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Transaction Date	3/3/2026		BoMP/MidCountry/4	10100	**Total**	$60.00
Refer	0 *MDSS*					
Cash Payment	E 101-41500-309	EDP, Software and Desi	Service: mBudget Modules FY 2026			$2,500.00
Invoice	2/11/2026					
Cash Payment	E 601-49400-309	EDP, Software and Desi	Service: mBudget Modules FY 2026			$2,500.00
Invoice	2/11/2026					
Cash Payment	E 602-49450-309	EDP, Software and Desi	Service: mBudget Modules FY 2026			$2,500.00
Invoice	2/11/2026					
Transaction Date	2/11/2026		BoMP/MidCountry/4	10100	**Total**	$7,500.00
Refer	0 *MENARDS*					
Cash Payment	E 101-43000-240	Small Tools & Minor Eq	520Z AJAX ORANGE			$13.50
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-213	Lubricants & Additives	14.40Z WD-40 EZ REACH			$10.18
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-201	Operating Supplies	3M SAFETY FACE SHIELD			$15.12
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-240	Small Tools & Minor Eq	3 PC WIRE BRUSH 5.94 4.24 BRUSH FINE FILTER WRENCH SET			$4.24
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-240	Small Tools & Minor Eq	6 PC PLIER SET			$17.84
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-240	Small Tools & Minor Eq	VACUUM PUMP KIT			$25.49
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-240	Small Tools & Minor Eq	3/8 KEYLESSCHUCK ADAPTER			$12.74
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-240	Small Tools & Minor Eq	3 WIRE CUP BRUSH FINE			$5.94
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-240	Small Tools & Minor Eq	UNIV 3 -JAW FILTER WRENCH			$5.94
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-215	Shop Materials	6 PC WIRE WHL & CUP BRUSHSET			$2.54
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-215	Shop Materials	3 NYLON CUP BRUSH BRUSHSET			$6.79
Invoice 64159	1/14/2026					
Cash Payment	E 101-43000-215	Shop Materials	4.5 MULTI -CUT DI AMONDWHL			$19.02
Invoice 64159	1/14/2026					
Transaction Date	1/14/2026		BoMP/MidCountry/4	10100	**Total**	$139.34
Refer	0 *METRO WEST INSPECTION SERVI*					
Cash Payment	E 101-42400-308	Building Inspection	Finalized permits February 2026			$807.09
Invoice 4931	2/25/2026					
Transaction Date	2/25/2026		BoMP/MidCountry/4	10100	**Total**	$807.09
Refer	0 *METROPOLITAN COUNCIL*					
Cash Payment	E 602-49450-319	Other Consulting Servic	Waste Water Services Def Rev - April 2026			$23,660.19
Invoice 1202630	3/3/2026					
Cash Payment	E 602-49450-319	Other Consulting Servic	Industrial Capacity Charge 01-JAN-31-DEC 2025			$4,701.29
Invoice 1202798	3/3/2026					
Transaction Date	3/3/2026		BoMP/MidCountry/4	10100	**Total**	$28,361.48
Refer	0 *MN DEPT OF HEALTH*					

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 601-49400-438 Collected for Other Age	Quarter 1 2026 Connection Fees			$2,534.00
Invoice	1/1/2026				
Transaction Date	1/1/2026	BoMP/MidCountry/4	10100	**Total**	$2,534.00
Refer	0 *ORONO BASEBALL ASSOCIATION*				
Cash Payment	G 101-22001 Damage Deposits - Facility	Refund 2025 Damage Deposit			$500.00
Invoice 10122001	3/14/2025				
Transaction Date	3/14/2025	BoMP/MidCountry/4	10100	**Total**	$500.00
Refer	0 *ORONO IND SCHOOL DISTRICT 27*				
Cash Payment	G 101-22001 Damage Deposits - Facility	Refund 2025 Damage Deposit			$500.00
Invoice	5/30/2025				
Cash Payment	E 101-41940-387 Office Lease	March 2026 Rent - Discovery Center (04000562000000 R093)			$3,650.00
Invoice 26-Mar	3/2/2026				
Transaction Date	5/30/2025	BoMP/MidCountry/4	10100	**Total**	$4,150.00
Refer	0 *ORONO SOFTBALL ASSOCIATION*				
Cash Payment	G 101-22001 Damage Deposits - Facility	Refund of 2025 Deposit			$500.00
Invoice	4/22/2025				
Transaction Date	4/22/2025	BoMP/MidCountry/4	10100	**Total**	$500.00
Refer	0 *PEOPLESERVICE, INC.*				
Cash Payment	E 101-45200-311 Contract Service	(PARKS 30%) April			$4,504.50
Invoice PSINV109797	3/13/2026				
Cash Payment	E 101-43000-311 Contract Service	(PUBLIC WORKS 18%) April			$2,702.70
Invoice PSINV109797	3/13/2026				
Cash Payment	E 601-49400-311 Contract Service	(WATER 38%) April			$5,705.70
Invoice PSINV109797	3/13/2026				
Cash Payment	E 602-49450-311 Contract Service	(SEWER 6%) April			$900.90
Invoice PSINV109797	3/13/2026				
Cash Payment	E 101-43100-311 Contract Service	(STREETS 8%) April			$1,201.20
Invoice PSINV109797	3/13/2026				
Cash Payment	E 601-49400-322 Postage	Cost of Postage - Samples			$15.76
Invoice PSINV109797	3/13/2026				
Transaction Date	3/13/2026	BoMP/MidCountry/4	10100	**Total**	$15,030.76
Refer	0 *REVOLV MANUFACTURING*				
Cash Payment	G 701-20201 Escrow Deposits	refund: Escrow Deposit - CUP			$1,855.50
Invoice	12/31/2025				
Transaction Date	12/31/2025	BoMP/MidCountry/4	10100	**Total**	$1,855.50
Refer	0 *ROTARY CLUB OF ORONO*				
Cash Payment	E 101-41110-433 Dues & Subscriptions	2025/2026 fiscal year Corporate Dues (7-1-25-6- 30-26)			$1,200.00
Invoice 271	3/3/2026				
Transaction Date	3/3/2026	BoMP/MidCountry/4	10100	**Total**	$1,200.00
Refer	0 *SCHILLANDER, JACOB*				
Cash Payment	E 101-41500-331 Training & Travel	JK- Q1 2026 Reimbursments			$195.16
Invoice	12/30/2025				
Transaction Date	12/30/2025	BoMP/MidCountry/4	10100	**Total**	$195.16
Refer	0 *SNOWPROS*				

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 101-43100-311 Contract Service		11/26/25 Regular Road Deicer	$792.00
Invoice 10004213	2/18/2026			
Cash Payment	E 101-43100-311 Contract Service		11/26/25 Heavy Duty Pickup Truck with Salter	$518.00
Invoice 10004213	2/18/2026			
Cash Payment	E 101-43100-311 Contract Service		11/29/25 Heavy Duty Pickup Truck with 9.5 foot V Plow or con	$6,919.00
Invoice 10004213	2/18/2026			
Cash Payment	E 101-43100-311 Contract Service		11/29/25 Large Frame Skid Steer with Plow or Snow Bucket	$3,276.00
Invoice 10004213	2/18/2026			
Cash Payment	E 101-43100-311 Contract Service		11/29/25 Regular Road Deicer	$792.00
Invoice 10004213	2/18/2026			
Cash Payment	E 101-43100-311 Contract Service		11/29/25 Heavy Duty Pickup Truck with Salter	$444.00
Invoice 10004213	2/18/2026			
Cash Payment	E 101-43100-311 Contract Service		12/5/25Large Frame Skid Steer with Plow or Snow Bucket	$1,218.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/5/25Heavy Duty Pickup Truck with 9.5 foot V Plow or conta	$2,618.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/5/25Regular Road Deicer	$792.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/5/25 Heavy Duty Pickup Truck with Salter	$444.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/9/25 Heavy Duty Pickup Truck with Salter	$518.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/9/25 Regular Road Deicer	$792.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/9/25 Large Frame Skid Steer with Plow or Snow Bucket	$3,192.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/9/25 Heavy Duty Pickup Truck with 9.5 foot V Plow or cont	$6,732.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/18/25 Regular Road Deicer	$792.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/18/25 Heavy Duty Pickup Truck with Salter	$518.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/28/25 Large Frame Skid Steer with Plow or Snow Bucket	$4,956.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/28/25 Heavy Duty Pickup Truck with 9.5 foot V Plow or con	$2,010.25
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/28/25 Regular Road Deicer	$1,089.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/28/25 Heavy Duty Pickup Truck with Salter	$592.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311 Contract Service		12/29/25 Large Frame Skid Steer with Plow or Snow Bucket	$1,596.00
Invoice 10004359	3/10/2026			

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 101-43100-311	Contract Service	12/29/25 Heavy Duty Pickup Truck with 9.5 foot V Plow or con	$4,721.75
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	12/31/25 Large Frame Skid Steer with Plow or Snow Bucket	$1,134.00
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	12/31/25 Heavy Duty Pickup Truck with 9.5 foot V Plow or con	$2,758.25
Invoice 10004359	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/1/26 Heavy Duty Pickup Truck with Salter	$296.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/1/26 Regular Road Deicer	$792.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/1/26 Regular Road Deicer Salt Surcharge 75/ton	$300.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/6/26 Heavy Duty Pickup Truck with Salter	$444.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/6/26 Regular Road Deicer	$792.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/6/26 Regular Road Deicer Salt Surcharge 75/ton	$300.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/17/26 Heavy Duty Pickup Truck with 9.5 foot V Plow or cont	$2,524.50
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/17/26 Heavy Duty Pickup Truck with Salter	$333.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/17/26 Large Frame Skid Steer with Plow or Snow Bucket	$1,092.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/17/26 Regular Road Deicer	$742.50
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/17/26 Regular Road Deicer Salt Surcharge 75/ton	$281.25
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/18/26 Heavy Duty Pickup Truck with 9.5 foot V Plow or cont	$2,431.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/18/26 Heavy Duty Pickup Truck with Salter	$370.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/18/26 Large Frame Skid Steer with Plow or Snow Bucket	$2,184.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/18/26 Regular Road Deicer	$792.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/18/26 Regular Road Deicer Salt Surcharge 75/ton	$300.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/20/26 Heavy Duty Pickup Truck with Salter	$370.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/20/26 Regular Road Deicer	$594.00
Invoice 10004375	3/10/2026			

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 101-43100-311	Contract Service	1/20/26 Heavy Duty Pickup Truck with Salter	$225.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/21/26 Heavy Duty Pickup Truck with Salter	$444.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/21/26 Regular Road Deicer	$742.50
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/21/26 Regular Road Deicer Salt Surcharge 75/ton	$281.25
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/22/26 Heavy Duty Pickup Truck with 9.5 foot V Plow or cont	$2,010.25
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	1/23/26 Heavy Duty Pickup Truck with 9.5 foot V Plow or cont	$1,309.00
Invoice 10004375	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/1/26 Large Frame Skid Steer with Plow or Snow Bucket	$2,058.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/1/26 Heavy Duty Pickup Truck with 9.5 foot V Plow or conta	$1,963.50
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/1/26 Regular Road Deicer	$940.50
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/1/26 Regular Road Deicer Salt Surcharge 75/ton	$356.25
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/1/26 Heavy Duty Pickup Truck with Salter	$481.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/18/26 Large Frame Skid Steer with Plow or Snow Bucket	$3,276.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/18/26 Heavy Duty Pickup Truck with 9.5 foot V Plow or cont	$3,506.25
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/18/26 Regular Road Deicer	$792.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/18/26 Regular Road Deicer Salt Surcharge 75/ton	$300.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/18/26 Heavy Duty Pickup Truck with Salter	$370.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/19/26 Large Frame Skid Steer with Plow or Snow Bucket	$2,016.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/23/26 Regular Road Deicer	$544.50
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/23/26 Regular Road Deicer Salt Surcharge 75/ton	$206.25
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/23/26 Heavy Duty Pickup Truck with Salter	$444.00
Invoice 10004376	3/10/2026			
Cash Payment	E 101-43100-311	Contract Service	2/24/26 Regular Road Deicer	$742.50
Invoice 10004376	3/10/2026			

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 101-43100-311 Contract Service	2/24/26 Regular Road Deicer Salt Surcharge 75/ton				$281.25
Invoice 10004376	3/10/2026					
Transaction Date	2/18/2026	BoMP/MidCountry/4	10100	**Total**		$87,442.50
Refer	0 *TERRAMARK*					
Cash Payment	E 101-41910-302 Planning Services	General Planning Consulting				$3,403.75
Invoice 92026	2/3/2026					
Cash Payment	E 101-41910-302 Planning Services	General Planning Consulting MP Sign Permit Review				$270.00
Invoice 92026	2/3/2026					
Cash Payment	E 101-41910-302 Planning Services	General Planning Consulting MP Zoning Verification				$405.00
Invoice 92026	2/3/2026					
Cash Payment	G 701-22021 ESCROW: NORTHSHORE	Planning Services (Terramark) Feb. 2026				$4,083.75
Invoice 92026	2/3/2026			Project 22021		
Cash Payment	G 701-22024 ESCROW: NORTH SHORE	Planning Services (Terramark) Feb. 2026				$168.75
Invoice 92026	2/3/2026			Project 22024		
Cash Payment	G 701-22027 ESCROW: SMITH FAMILY	Planning Services (Terramark) Feb. 2026				$1,687.50
Invoice 92026	2/3/2026			Project 22027		
Transaction Date	2/3/2026	BoMP/MidCountry/4	10100	**Total**		$10,018.75
Refer	0 *VALLEY-RICH CO., INC*					
Cash Payment	E 601-49400-400 Equipment Repair & Mai	4854 Main St E water main break repair				$15,493.33
Invoice 35376	1/6/2026					
Cash Payment	E 601-49400-400 Equipment Repair & Mai	Water main Repair at 5424 Bryant St				$29,089.23
Invoice 35405	1/25/2026					
Transaction Date	1/6/2026	BoMP/MidCountry/4	10100	**Total**		$44,582.56
Refer	0 *WEST HENNEPIN PUBLIC SAFETY*					
Cash Payment	E 101-42110-306 Police Administration	APRIL 2026 POLICE CONTRACT SERVICES				$65,193.66
Invoice	2/12/2026					
Cash Payment	G 101-21707 Dental Insurance	Dental - February 2026				$104.12
Invoice	2/1/2026					
Cash Payment	G 101-21707 Dental Insurance	Dental - March 2026				$104.12
Invoice	2/12/2026					
Cash Payment	G 101-21707 Dental Insurance	Dental - April 2026				$104.12
Invoice	3/18/2026					
Transaction Date	2/12/2026	BoMP/MidCountry/4	10100	**Total**		$65,506.02
Refer	0 *WEST SUBURBAN FIRE DISTRICT*					
Cash Payment	E 101-42290-307 Fire Administration	2026 Annual Contract ($220,440.09) - Billed monthly 3 of 12				$18,370.00
Invoice 1-274	2/23/2026					
Cash Payment	E 101-42290-307 Fire Administration	Campbell Knutson - INV #3524-0002 - Maple Plain legal servic				$379.50
Invoice 35240002	1/12/2026					
Cash Payment	E 101-42290-307 Fire Administration	Campbell Knutson - INV #3524-0002				$819.00
Invoice 35240002	1/12/2026					
Cash Payment	E 101-42290-307 Fire Administration	Campbell Knutson - Maple Plain legal fees				$1,353.00
Invoice 35240002	1/12/2026					
Cash Payment	E 101-42290-307 Fire Administration	Campbell Knuston - Acct #3524-0002G				$2,227.50
Invoice 35240002	1/12/2026					

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 101-42290-307 Fire Administration	CREDIT Billed separately to City of Independence			-$2,389.50
Invoice 35240002	1/12/2026				
Transaction Date	2/23/2026	BoMP/MidCountry/4	10100	**Total**	$20,759.50
Refer	0 *WESTSIDE WHLS TIRE & SUPPLY*				
Cash Payment	E 801-42260-406 Apparatus & Equipment	Valve Stem Repair Engine 12			$25.00
Invoice 977056	12/23/2025			Project ENG 12	
Transaction Date	12/23/2025	BoMP/MidCountry/4	10100	**Total**	$25.00
Refer	522 *Outreach Development Corporation*				
Cash Payment	G 701-22026 ESCROW: OUTREACH DE	REFUND OF ESCROW 22026			$1,106.50
Invoice				Project 22026	
Transaction Date	3/18/2026	BoMP/MidCountry/4	10100	**Total**	$1,106.50

Fund Summary

	10100 BoMP/MidCountry/4M
101 GENERAL FUND	$267,347.58
601 WATER FUND	$62,741.19
602 SEWER FUND	$37,824.71
603 STORM WATER FUND	$2,106.68
701 PLAN REVIEW ESCROWS	$34,744.87
801 FIRE PARTNERSHIP FUND	$25.00
	$404,790.03

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$404,790.03
Total	$404,790.03

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Payments Batch 032326 ACH PMTS $13,998.03

Refer	0 *ARVIG*				
Cash Payment	E 101-41500-321 Telephone & Internet	Fiber Internet 02/28/2026 - 03/27/2026			$231.98
Invoice	2/28/2026				
Cash Payment	E 601-49400-321 Telephone & Internet	Fiber Internet 02/28/2026 - 03/27/2026			$231.97
Invoice	2/28/2026				
Transaction Date	2/28/2026	BoMP/MidCountry/4	10100	**Total**	$463.95
Refer	0 *CENTERPOINT ENERGY*				
Cash Payment	E 801-42280-383 Gas Utilities	FIRE DEPT - Final Bill - 12/18/25-01/20/26			$1,346.27
Invoice	2/20/2026				
Transaction Date	2/20/2026	BoMP/MidCountry/4	10100	**Total**	$1,346.27
Refer	0 *CENTERPOINT ENERGY*				
Cash Payment	E 101-43000-383 Gas Utilities	PUBLIC WORKS 01/22/2026-02/19/2026			$642.19
Invoice	2/27/2026				
Cash Payment	E 602-49450-383 Gas Utilities	LIFT STATION 01/22/2026-02/19/2026			$30.47
Invoice	2/27/2026				
Cash Payment	E 601-49400-383 Gas Utilities	WTP 01/22/2026-02/19/2026			$391.56
Invoice	2/27/2026				
Transaction Date	2/27/2026	BoMP/MidCountry/4	10100	**Total**	$1,064.22
Refer	0 *ELAN FINANCIAL SERVICES*				
Cash Payment	E 101-41500-321 Telephone & Internet	RINGCENTRAL 1/17/26-2/16/26			$145.58
Invoice	2/12/2026				
Cash Payment	E 101-41500-321 Telephone & Internet	RINGCENTRAL 1/17/26-2/16/26			$20.50
Invoice	2/12/2026				
Cash Payment	E 101-41500-309 EDP, Software and Desi	SIMPLISAFE - Feb 2026			$32.99
Invoice	2/12/2026				
Cash Payment	E 101-41500-309 EDP, Software and Desi	SIMPLISAFE - Feb 2026			$31.99
Invoice	2/12/2026				
Cash Payment	E 101-41500-309 EDP, Software and Desi	CROSSWARE 2/1/26-1/31/27			$166.46
Invoice	2/12/2026				
Cash Payment	E 101-41500-322 Postage	Postage - 10 x envelopes @ $11.90/ea			$119.00
Invoice	2/12/2026				
Cash Payment	E 101-41500-309 EDP, Software and Desi	SIMPLISAFE - Credit for tax paid			-$11.02
Invoice	2/12/2026				
Cash Payment	E 101-41500-309 EDP, Software and Desi	SIMPLISAFE - Credit for tax paid			-$11.02
Invoice	2/12/2026				
Transaction Date	2/12/2026	BoMP/MidCountry/4	10100	**Total**	$494.48
Refer	0 *GOOGLE.COM*				
Cash Payment	E 101-41500-309 EDP, Software and Desi	Feb 1, 2026 - Feb 28, 2026			$183.74
Invoice 5506819448	2/28/2026				
Cash Payment	E 101-41110-309 EDP, Software and Desi	Feb 1, 2026 - Feb 28, 2026			$133.06
Invoice 5506819448	2/28/2026				
Transaction Date	2/28/2026	BoMP/MidCountry/4	10100	**Total**	$316.80
Refer	0 *HEALTHPARTNERS*				
Cash Payment	G 101-21706 Health Insurance	Health Insurance April 2026			$2,000.07
Invoice 92804228315	3/4/2026				

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Transaction Date	3/4/2026		BoMP/MidCountry/4	10100	**Total**	$2,000.07
Refer	0 *MUNICIPAY*					
Cash Payment	E 101-41500-455 Bank Fees		496090224882 02/01/26 - 02/28/26 MAPLE PLAIN PERMITS			$369.41
Invoice	2/1/2026					
Transaction Date	2/1/2026		BoMP/MidCountry/4	10100	**Total**	$369.41
Refer	0 *MUNICIPAY*					
Cash Payment	E 601-49400-309 EDP, Software and Desi		496090223884 Fees 02/01/26 - 02/28/26 UTILITY			$457.91
Invoice	2/1/2026					
Transaction Date	2/1/2026		BoMP/MidCountry/4	10100	**Total**	$457.91
Refer	0 *OPTUM BANK*					
Cash Payment	E 101-41500-131 Employer Paid Health In		HSA Monthly Maintenance Fee - 26-Jan - Group ID HB905889A			$7.50
Invoice	1876386 2/13/2026					
Transaction Date	2/13/2026		BoMP/MidCountry/4	10100	**Total**	$7.50
Refer	0 *QUADIENT LEASING USA, INC.*					
Cash Payment	E 101-41500-419 General Rentals		Postage Meter Lease 11-Mar-26 To 10-Jun-26			$207.51
Invoice	Q2218258 2/7/2026					
Transaction Date	2/7/2026		BoMP/MidCountry/4	10100	**Total**	$207.51
Refer	0 *QUADIENT POSTAGE FUNDING*					
Cash Payment	E 101-41500-322 Postage		POSTAGE			$166.00
Invoice	3/3/2026					
Cash Payment	E 602-49450-322 Postage		POSTAGE			$167.00
Invoice	3/3/2026					
Cash Payment	E 601-49400-322 Postage		POSTAGE			$167.00
Invoice	3/3/2026					
Transaction Date	3/3/2026		BoMP/MidCountry/4	10100	**Total**	$500.00
Refer	0 *RELIANCE STANDARD*					
Cash Payment	G 101-21715 Long-Term Disability		Voluntary LTD March 2026			$53.50
Invoice	3/1/2026					
Cash Payment	G 101-21715 Long-Term Disability		LTD additional $3.21 x Dec 25, Jan 26, Feb 26			$9.63
Invoice	3/1/2026					
Transaction Date	3/1/2026		BoMP/MidCountry/4	10100	**Total**	$63.13
Refer	0 *REPUBLIC SERVICES*					
Cash Payment	E 101-43000-384 Refuse & Recycling		Organics Recycling March 2026			$298.71
Invoice	8.94007E+11 2/28/2026					
Cash Payment	E 101-43000-384 Refuse & Recycling		Total Fuel/Environmental Recovery Fee			$117.93
Invoice	8.94007E+11 2/28/2026					
Transaction Date	2/28/2026		BoMP/MidCountry/4	10100	**Total**	$416.64
Refer	0 *STANDARD INSURANCE CO*					
Cash Payment	G 101-21708 Life Insurance		Life Insurance - March premium			$8.02
Invoice	2/17/2026					
Transaction Date	2/17/2026		BoMP/MidCountry/4	10100	**Total**	$8.02
Refer	0 *TOSHIBA AMERICA BUSINESS SO*					

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Cash Payment	E 101-41500-413	Office Equipment Rental	TOSHIBA COPIER 02/01/2026-02/28/2026			$145.72
Invoice 5037568885		2/4/2026				
Transaction Date	2/4/2026		BoMP/MidCountry/4	10100	**Total**	$145.72
Refer	0 *VERIZON*					
Cash Payment	E 601-49400-321	Telephone & Internet	4G JETPAK 02/11/26 - 03/10/26			$55.78
Invoice 6135642396		2/10/2026				
Transaction Date	2/10/2026		BoMP/MidCountry/4	10100	**Total**	$55.78
Refer	0 *XCEL ENERGY*					
Cash Payment	E 101-43100-381	Electric Utilities	STREET LIGHTS 02/03/26 to 03/02/26			$2,498.64
Invoice		3/3/2026				
Transaction Date	3/3/2026		BoMP/MidCountry/4	10100	**Total**	$2,498.64
Refer	0 *XCEL ENERGY*					
Cash Payment	E 101-43100-381	Electric Utilities	5601 HIGHWAY 12 (TRAFFIC SIGNALS)			$41.87
Invoice		3/4/2026				
Cash Payment	E 101-43100-381	Electric Utilities	4802 HIGHWAY 12			$30.15
Invoice		3/4/2026				
Cash Payment	E 101-45200-381	Electric Utilities	1720 BUDD AVE (VMP)			$12.98
Invoice		3/4/2026				
Cash Payment	E 101-45200-381	Electric Utilities	1481 RAINBOW AVE (PARK)			$408.90
Invoice		3/4/2026				
Cash Payment	E 601-49400-381	Electric Utilities	1650 PIONEER AVE UNIT WATER PLANT			$2,929.68
Invoice		3/4/2026				
Cash Payment	E 101-43000-381	Electric Utilities	5160 OAK ST			$62.84
Invoice		3/4/2026				
Cash Payment	E 101-43000-381	Electric Utilities	5186 MAIN ST E			$16.87
Invoice		3/4/2026				
Cash Payment	E 101-43000-381	Electric Utilities	5240 MAIN ST E (MUSEUM)			$8.61
Invoice		3/4/2026				
Cash Payment	E 101-45200-381	Electric Utilities	1750 BUDD AVE (VMP 2)			$45.58
Invoice		3/4/2026				
Cash Payment	E 101-45200-381	Electric Utilities	1490 PARKVIEW RD (RAINBOW)			$69.33
Invoice		3/4/2026				
Cash Payment	E 101-45200-381	Electric Utilities	4997 OAK ST UNIT IRRIG			$8.69
Invoice		3/4/2026				
Cash Payment	E 601-49400-381	Electric Utilities	1666 BUDD AVE (WATER)			-$5.89
Invoice		3/4/2026				
Cash Payment	E 602-49450-381	Electric Utilities	5829 HIGHWAY 12 (SEWER)			-$167.36
Invoice		3/4/2026				
Cash Payment	E 101-43000-381	Electric Utilities	1501 BAKER PARK RD			-$0.27
Invoice		3/4/2026				
Transaction Date	3/4/2026		BoMP/MidCountry/4	10100	**Total**	$3,461.98
Refer	523 *DELUXE*					
Cash Payment	E 101-41500-455	Bank Fees	DEPOSIT BOOKS			$120.00
Invoice						
Transaction Date	3/18/2026		BoMP/MidCountry/4	10100	**Total**	$120.00

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Fund Summary

	10100 BoMP/MidCountry/4M
101 GENERAL FUND	$8,393.64
601 WATER FUND	$4,228.01
602 SEWER FUND	$30.11
801 FIRE PARTNERSHIP FUND	$1,346.27
	$13,998.03

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$13,998.03
Total	$13,998.03

CITY OF MAPLE PLAIN

Payments

Current Period: March 2026

Payments Batch 032326 STREET PROJ $1,149.00

Refer	0 *BOLTON & MENK, INC.*				
Cash Payment	E 458-43000-303 Engineering Services		Maple Plain/2024 Street Reconstruction		$1,149.00
Invoice 389049	2/27/2026				
Transaction Date	2/27/2026		BoMP/MidCountry/4 10100	**Total**	$1,149.00

Fund Summary

	10100 BoMP/MidCountry/4M
458 2024 STREET RECONSTRUCTION	$1,149.00
	$1,149.00

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$1,149.00
Total	$1,149.00

BOLTON & MENK
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Please Remit To: Bolton & Menk, Inc.
1960 Premier Drive | Mankato, MN 56001-5900
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To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Maple Plain
city-of-maple-plain@capture.us.getyooz.com
Maple Plain, MN 55359

February 27, 2026
Project No: 0C1.132036.000
Invoice No: 0389049
Client Account: MAPLEPLA_CI_MN

Maple Plain/2024 Street Reconstruction

Construction Observation (0000004)
Professional Services

	Hours	Rate	Amount	
Project Manager				
Weyandt, Jeffrey	.50	218.00	109.00	
Lander Sidewalk				
Senior Technician				
Remer, Zachary	3.00	160.00	480.00	
Punchlist				
Remer, Zachary	3.50	160.00	560.00	
Televising Review				
Totals	7.00		1,149.00	
Total Labor				**1,149.00**
			Total this Task	**$1,149.00**
			Total this Invoice	**$1,149.00**

Billings to Date

	Current	Prior	Total
Labor	1,149.00	616,120.00	617,269.00
Expense	0.00	2,154.46	2,154.46
Totals	**1,149.00**	**618,274.46**	**619,423.46**

Bolton & Menk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Staff Reports
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: 1 Motion **1. Motion to Approve Staff Reports**	

Included in the packet are the staff reports for the following:

A. Fire Department
B. West Hennepin Public Safety
C. City Engineer
D. Public Works
E. City Planner
F. Administration & Finance

West Suburban Fire District

Monthly Report

Response Zone Counts

Response Zone	Incident Count	Apparatus Personnel Count	Personnel Hours
Maple Plain	16	129	129
Medina	15	140	142
Independence	11	100	100
Greenfield	5	31	31
Corcoran	3	50	50
Loretto	2	11	11
Other	2	41	77
Totals	**54**	**502**	**540**

February

Total Calls : 54

NERIS Group

NERIS Group	# Incidents
Medical	33
No Emergency	8
Public Service	8
Fire	3
Hazardous Situation	3
Law Enforcement Support	1
Totals	**54**

Standard: 38

Duty Crew: 16

Call Type by City	Medical	No Emergency	Public Service	Hazardous	Fire	Rescue	Law Enforcement Support
Medina	9	2	2	2			
Independence	8	1	1		1		
Maple Plain	12	2	1	1			
Greenfield	2		3				
Corcoran	1	2					
Loretto	1		1				1
Other					2		
Three Rivers Park							

Date: March 9, 2026

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

From: Director Matt DuRose

SUBJECT: February 2026 Monthly Activity Report

I present to you the February 2026 Monthly Activity Report for West Hennepin Public Safety.

All incidents are broken down as defined in the National Incident-Based Reporting System (NIBRS). NIBRS is the accepted reporting system utilized by police agencies across the country. NIBRS provides more complete and detailed incident information because it requires reporting of every offense committed within the incident. By detailing all offenses reported to West Hennepin Public Safety, it may appear that crime statistics are higher than what they have been, but this isn't necessarily the case. In this month's report, you will see that there were 15 criminal offenses reported, but they occurred in only 7 incidents.

NIBRS is broken down in the following categories:

Group A offenses

Animal Cruelty	Drug offenses	Homicide	Prostitution
Arson	Embezzlement	Human Trafficking	Robbery
Assault	Extortion	Kidnapping	Sex Offenses
Bribery	Forgery	Larceny	Stolen Property
Burglary	Fraud	Motor Vehicle Theft	Weapon Laws
Destruction/Damage	Gambling	Obscene Material	

Group B offenses

Bad Checks	Driving Under Influence	Liquor Law Violations	All Other Offenses
Curfew	Drunkenness	Peeping Tom	
Disorderly Conduct	Family Offenses	Trespass	

In addition to reporting Group A & B offenses, this activity report includes traffic related activity and community engagement activities of West Hennepin Public Safety. I look forward to the opportunity to discuss this new format with you and the community.

If anyone would like more detailed data, please contact my office.

Respectfully submitted,

West Hennepin Public Safety Monthly Activity Report

February 2026

February 2026 Overview

Calls for Service Maple Plain
123 (29.1%)

Total Calls for Service
423

Calls for Service Independence
262 (61.9%)

Traffic Offenses
51

DWIs
1

Traffic Offenses
137

DWIs
2

Crashes
1

Arrests
4

Aid Other Agency
38 (9%)

Crashes
13

Arrests
3

Group A Offenses
4

Group B Offenses
5

Group A Offenses
2

Group B Offenses
4

*Traffic Offenses include citations, parking tickets, written and verbal warnings

Year to Date 2026 Overview

Calls for Service Maple Plain 249 (30.8%)

Total Calls for Service 809

(2025 YTD: 799)

Calls for Service Independence 484 (59.8%)

Traffic Offenses 99

DWIs 2

Crashes 3

Arrests 8

Group A Offenses 14

Group B Offenses 13

Aid Other Agency 76 (9.4%)

Traffic Offenses 230

DWIs 2

Crashes 31

Arrests 3

Group A Offenses 7

Group B Offenses 5

*Traffic Offenses include citations, parking tickets, written and verbal warnings

Calls for Service: Non-Criminal

Medicals & Lift Assists/Falls 21	Alarms 17
Traffic Complaints 10	Suspicious Activity 8
Disturbance 4	Welfare Check & Mental Health 11
Record Checks & Permits 38	Animal Calls 6

*Medicals & Lift Assists/Falls include all medical emergencies
*Alarms include home, business, fire, CO2 alarms
*Disturbance includes fights, harassment, and disorderly situations.

Year to Date Calls for Service: Non-Criminal

Medicals & Lift Assists/Falls 48	Alarms 33
Traffic Complaints 17	Suspicious Activity 16
Disturbance 6	Welfare Check & Mental Health 18
Record Checks & Permits 75	Animal Calls 9

*Medicals & Lift Assists/Falls include all medical emergencies
*Alarms include home, business, fire, CO2 alarms
*Disturbance includes fights, harassment, and disorderly situations.

Notable Calls for Service

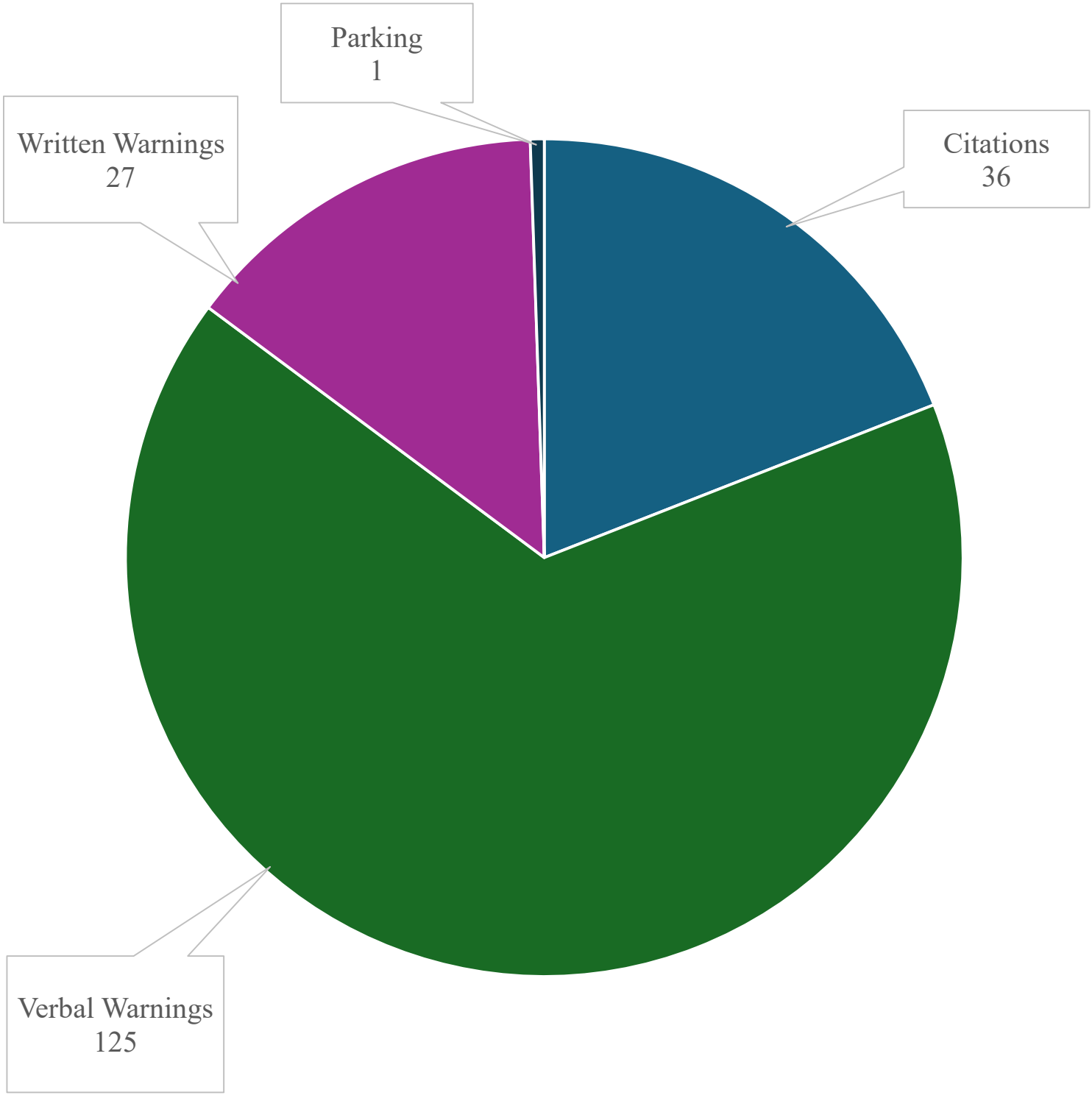
- **Welfare Check, ICR 26000423:** Highway 12/Halgren Road, Maple Plain. Officer was on routine patrol and observed a male sitting on the guardrail. Officer spoke to the male who advised he had walked from Mound to get away from an argument with his girlfriend. He advised he was trying to get to a gas station to contact family for transportation. Officer provided him with a ride to the nearest gas station.

- **Traffic, ICR 26000514:** County Road 92/1st Ave, Independence. Officer was monitoring speed where we frequently get complaints. Officer observed a vehicle driving 62-MPH in a 30-MPH zone. Officer stopped and spoke to the driver who displayed signs of impairment. Officer observed multiple open containers of alcohol. Field Sobriety Tests were performed and Officer determined there was no probable cause for a DWI arrest. Driver was issued a citation for speed and possession of an open bottle.

- **Welfare Check, ICR 26000554:** 5000 block Independence Street, Maple Plain. Officer was dispatched to a welfare check on a subject who seemed confused. Reporting party advised the subject was sitting on the curb outside of their house in the snow. Officer arrived on scene and spoke to the subject who appeared disoriented, confused, and under the influence of alcohol. Subject refused a PBT and denied consuming alcohol. The subject was placed on an emergency evaluation hold and transported to the hospital.

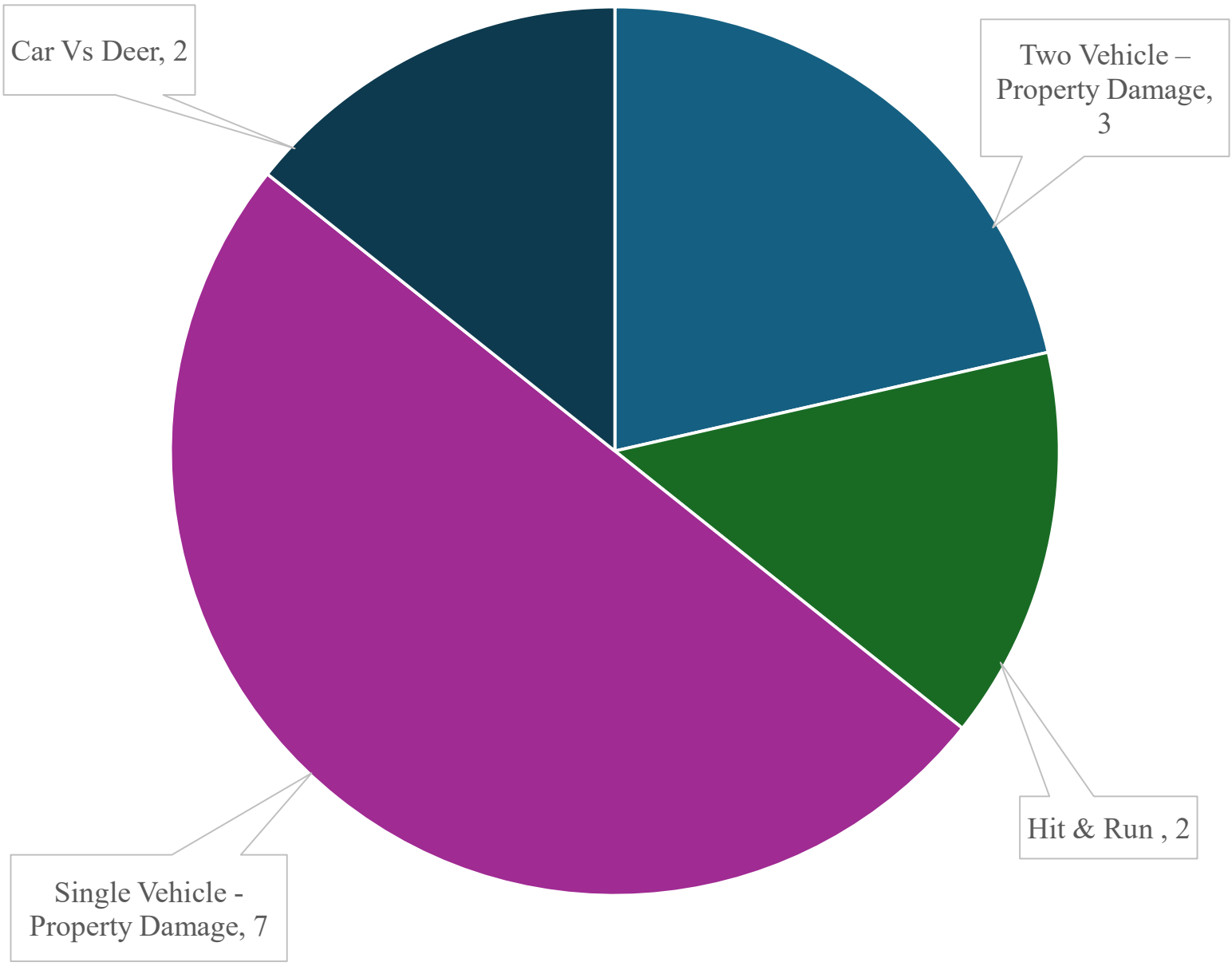
- **Welfare Check, ICR 26000668**: 5200 block of Bryantwood Drive, Maple Plain. Officer was dispatched to check the welfare of an individual who had fallen and appeared disoriented. Officer spoke to the patient who was in emotional distress, speaking rapidly, and exhibiting disorganized thought patterns. Patient admitted to alcohol use and stated they take their prescribed mental health medications. A social worker referral was submitted for follow up.

Traffic Offense Data



Crash Statistics

Crashes by Type



Criminal Offenses

Domestic Assault
Ind - 1

Possession of Controlled Substance
Ind - 1

Theft
MP - 3

DWI
MP – 5
Ind - 4

Weapons
Ind - 1

*15 total reportable criminal offenses to the State/FBI in 7 separate incidents

Notable Criminal Offenses

- **4th Degree DWI, ICR 26000600:** County Road 6/Townline Road, Independence. Officer was dispatched to a person slumped over the steering wheel. Officer spoke to the driver who was acting irrationally and speaking incoherently. She later admitted to using marijuana and ecstasy. She was ultimately arrested for suspicion of DWI. A search warrant was granted and executed for a blood test. She was released to a sober party pending results and charges.

- **3rd Degree DWI & Narcotics Arrest, ICR 26000645:** 4800 block of Gateway Boulevard, Maple Plain. Officer was dispatched to a welfare check of a male sleeping in a vehicle. Officer arrived on scene and spoke to the driver and passenger and noted the smell of marijuana emanating from the vehicle. The driver displayed signs of impairment and was ultimately arrested for suspicion of DUI. During a search of the vehicle, illegally packaged marijuana and suspected narcotic pills were located which were found to belong to the passenger. The passenger was arrested for 5th degree drug possession. The driver was brought to the hospital to execute a blood draw warrant and released to a sober party pending results.

- **Domestic Assault/Weapons Violation, ICR: 26000704:** 6000 block Wood Hill Ln, Independence. Officers responded to a domestic assault in progress. Upon speaking with all parties, the suspect admitted to punching his father during a verbal argument and having a handgun in possession without a permit to carry. Suspect was arrested, booked, and transported to Hennepin County Jail for charging.

- **4th Degree DWI, ICR: 26000337:** Highway 12/Howard Avenue, Maple Plain. Officer initiated a traffic stop on a vehicle for burned out brake lights, dark tint, and lane violations. While speaking with the driver, signs of impairment were observed and the driver admitted consuming alcohol. Field Sobriety Tests showed signs of impairment. Driver was placed under arrest and transported to the police department where she provided an evidentiary breath sample of 0.11. After the booking process was completed, the driver was cited for 4th degree DWI and released to a relative.

Community Engagement

- **February 2** WHPS hosted a Recognition Ceremony where Sgt Ebeling and Ofcs Vorderbruggen, Lueth, and Freeman had their formal oaths of office. A 2025 year in review was also provided.
- **February 5** Chief DuRose attended the regularly scheduled meeting for Delano Safe Schools at Delano High School
- **February 9** Detective Anderson hosted a Cub Scout group for a tour and safety talk at the WHPS office.
- **February 10** Chief DuRose attended the monthly business meeting for West Hennepin Chamber of Commerce.
- **February 24** Chief DuRose attended the monthly board meeting for West Hennepin Chamber of Commerce

BOLTON & MENK
Real People. Real Solutions.

263
Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

MEMORANDUM

Date: March 16, 2026

To: Honorable Mayor and City Council

From: David P. Martini, P.E.

RE: March Engineering Report

The following is a summary of the work that Bolton & Menk has completed on behalf of the city during the past month:

Miscellaneous Services

We have attended staff and Council meetings and continue to follow through on the miscellaneous engineering needs of the city. Miscellaneous items include:

- Review and provide comments for various development projects, including downtown and Baker Trail Villas.
- On-going review of funding sources for various infrastructure projects.
    - MCES I & I Grant reimbursement processing for work related to the 2024 Street Reconstruction Project.
- Continued progress on the Lead service line inventory and replacement project funded by the Minnesota Department of Health, including meeting with residents.
- Coordination with MCES, Medina and Hennepin County for CSAH 19 and 29 rehabilitation and reconstruction planning.
- Safety options for Gateway Boulevard pedestrian crossings.
- Coordination on GIS site updates.

Downtown Redevelopment and Street Projects

- Industrial Street project bid on March 16
- Design ongoing for the downtown reconstruction project.
    - Coordinating with MnDOT, Hennepin County and utility providers.
    - Incorporating the warming house improvements into the bid package.
    - Review of Budd Street and Library/City Hall options with staff.
- Collaboration with city staff and other consultants has been on-going related to the downtown redevelopment project.

PeopleService INC.
Water & Wastewater Professionals

Date: March 18, 2026

To: City of Maple Plain

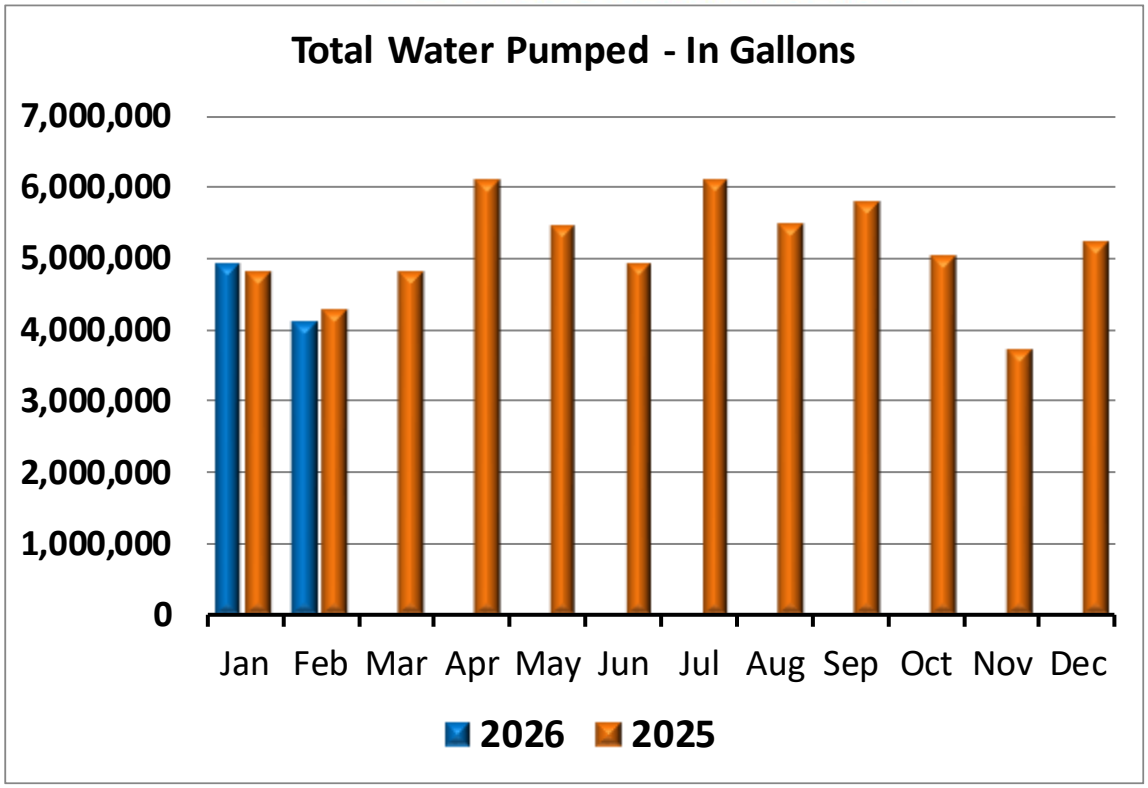
From: David Medina, Operator

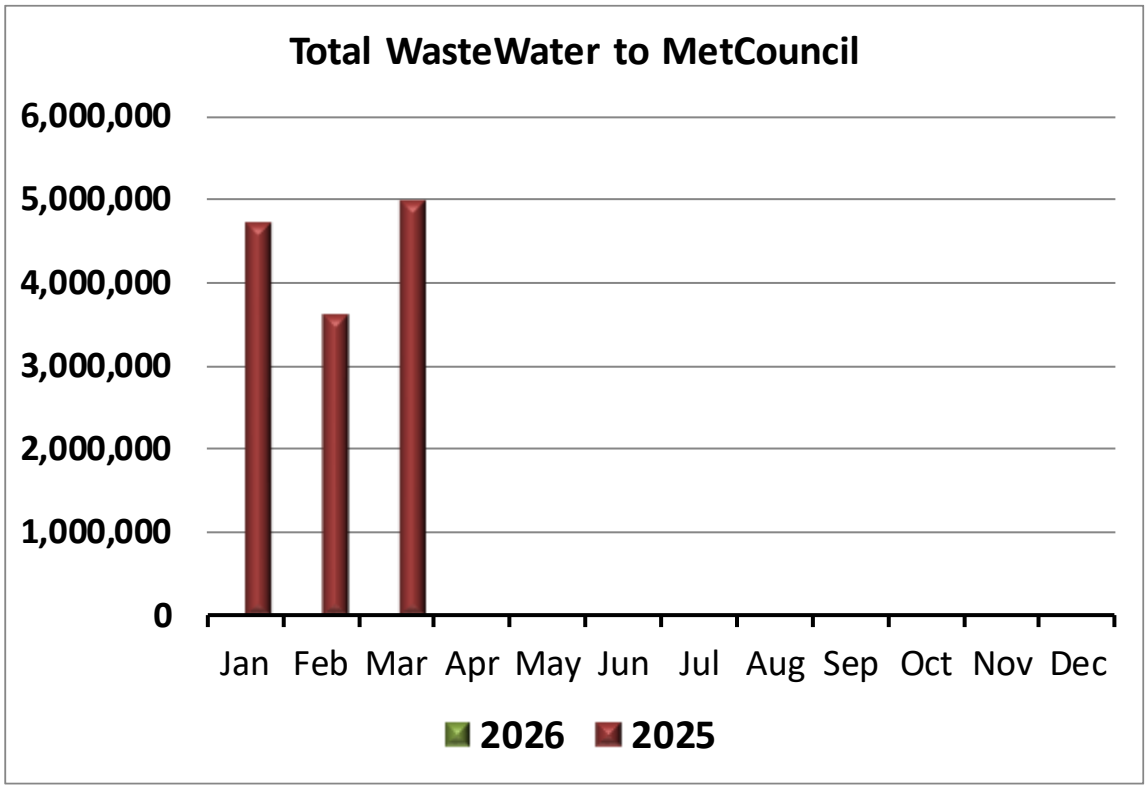
O & M Report: February 2026

Maple Plain Operations & Maintenance

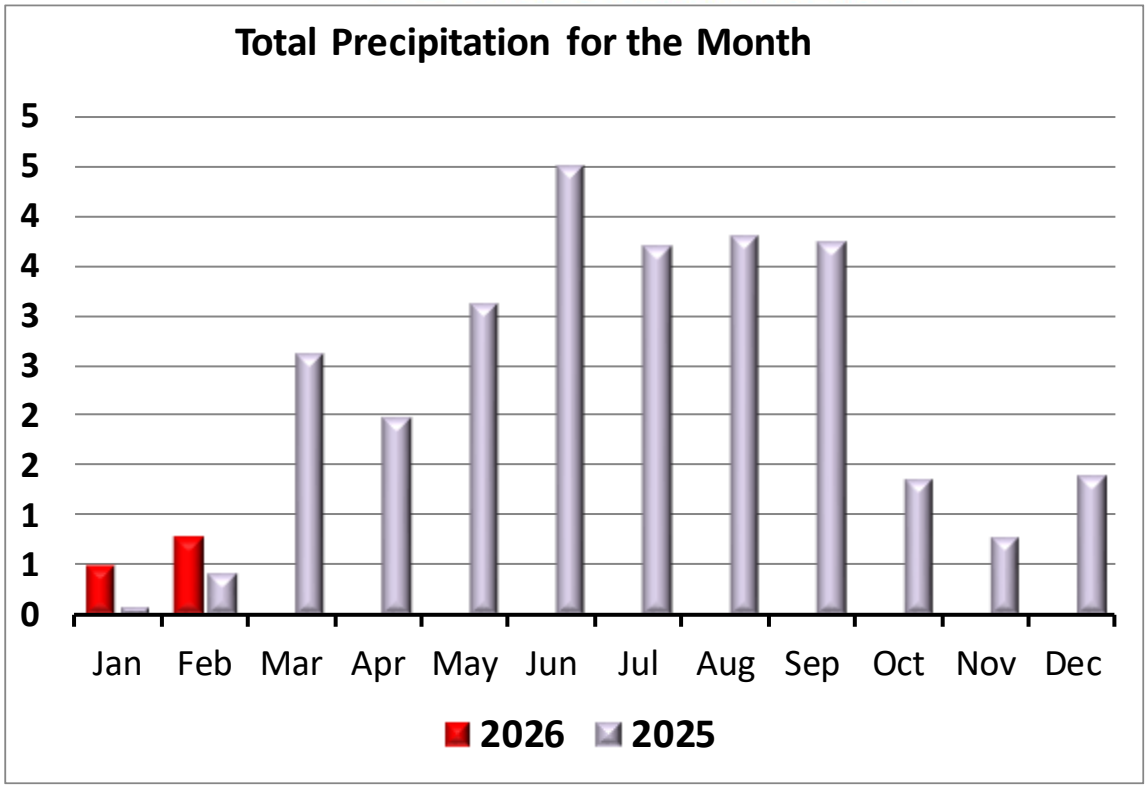
- Completed all Daily rounds and reads on water plant operations.
- Completed Monthly Fluoride sample collections per MDH monitoring schedule.
- Completed all Bac-T samples per MDH monitoring schedule.
- Completed all monthly water sampling and testing per MDH monitoring schedule.
- Completed all necessary maintenance on chemical mixers, pumps, and chemical mixing.
- Completed all monthly Chlorine Chemical cylinder change out and performed proper PPE procedures.
- Completed all assigned work orders to water treatment facilities.
- Completed at total of nine locates within city limits.
- Completed a total of five final meter reads.
- Completed meter check and meter read at community church on Budd Ave.
- Completed all assigned work orders on all city equipment.
- Completed task of maintaining city parks and trails and removing snow, as necessary.
- Fire prevention and back flow prevention inspections have been completed.
- Completed task of visiting contract sites.
- Interviewed, and now training new employee for the Maple Plain site.

PeopleService INC.
Water & Wastewater Professionals





PeopleService INC.
Water & Wastewater Professionals



PeopleService INC.
Water & Wastewater Professionals

		February-26	January-26	February-25
Water	**Units**			
Average Daily Pumped	gallons	147,000	158,838	153,179
Maximum Daily Pumped	gallons	286,000	279,000	303,000
Total Monthly Pumped	gallons	4,116,000	4,924,000	4,289,000
Well #1 Pumped	gallons	0	0	0
Well #1 Average Pumped	gallons	0	0	0
Well #3 Pumped	gallons	2,035,000	2,366,000	1,730,000
Well #3 Average Pumped	gallons	72,679,000	76,322	61,786
Well #4 Pumped	gallons	1,646,000	2,036,000	2,018,000
Well #4 Average Pumped	gallons	58,786	65,677	72,071
Fluoride used	gallons	13.20	17.40	3.80
Fluoride Average used	gallons	0.50	0.50	0.13
Poly Phosphate used	pounds	6.30	6.00	7.10
Poly Phosphate Average used	pounds	0.20	0.10	0.25
Chlorine used	pounds	140.00	218.70	161.20
Chlorine Average used	pounds	5.00	7.00	5.76
HMO used	gallons	129.30	171.50	128.50
HMO Average used	gallons	4.60	5.50	4.59
Potassium Permanganate used	gallons	113.30	134.90	127.30
Wastewater				
Effluent Flow				
Maximum Daily Pumped Wastewater	gallons	0	0	158,955
Average Daily Pumped Wastewater	gallons	0	0	129,564
Lift Station Effluent to Met Council	gallons	0	0	3,627,790
Precipitation Monthly Total	Inches	1	0	0

Contract True-Ups - Current Contract Year				
Item	**Budgeted Amount**	**Amount Spent**	**% of Budget**	**% of Time**
Chemical Budget	$12,169.00	$4,468.00	37%	58%
Maintenance Budget	$6,539.00	$1,973.00	30%	58%
Total	$18,708.00	$6,441.00	34%	58%

City Administrator's Monthly Report

Reporting Period: February–Early March 2026

Public Safety & Fire Services

- City leadership, Fire Relief Association representatives, and firefighters testified before the Minnesota Legislature regarding proposed pension-related legislation affecting the Maple Plain Fire Relief.
- The City continues to monitor potential legislative changes related to fire relief association benefit payouts.

Public Works, Utilities & Infrastructure

- Resident concerns regarding temporary water discoloration were addressed through system flushing and public guidance.
- Pothole repairs were identified on Main Street near the daycare facility and along Spring Avenue south of the railroad tracks, with repairs scheduled as weather permits.
- Staffing transitions occurred within the City's contracted public works provider, we Welcome Alex Mcardle to the Team.

Planning & Economic Development

- Planning Commission actions advanced the Downtown Redevelopment initiative, including recommendations related to the creation of a Tax Increment Financing (TIF) District and associated development program.
- Soil borings were completed on the downtown redevelopment site to support environmental review and a pending Brownfields grant application.
- Coordination meetings were held with North Shore Development and engineering consultants to align infrastructure timing with private development.
- The City began reviewing multiple right-of-way permit applications for utility improvements, including proposed fiber installation and gas infrastructure upgrades.
- The Planning Commission recommended a zoning text amendment and site plan approval for a project at 1800 Pioneer Creek, which will advance to City Council consideration.

Code Enforcement & Rental Licensing

- Ongoing enforcement actions continued to ensure compliance with rental licensing and property maintenance standards.
- Notices were issued related to outstanding rental license requirements and housing code violations.

Administrative Operations

- Staff advanced work on record organization and digitization to improve long-term document accessibility.
- Preparation began for the City's annual financial audit.

CITY OF MAPLE PLAIN
Monthly Finance Report for Council

Dept	Dept Descr	2025 Budget	2025 Amt	2026 YTD Budget	February 2026 Amt	2026 YTD Amt	%YTD Budget
101 GENERAL FUND							
42400	Building Inspection	$20,000.00	$10,285.59	$19,111.00	$13,244.33	$22,514.91	117.81%
41610	City Attorney	$38,000.00	$47,667.00	$39,330.00	$2,650.16	$6,670.49	16.96%
42500	Civil Defense	$500.00	$599.64	$650.00	$299.82	$299.82	46.13%
46630	Community Action Programs	$0.00	$2,500.00	$2,000.00	$0.00	$0.00	0.00%
41110	Council	$48,287.00	$49,898.79	$58,650.00	$3,131.07	$11,377.48	19.40%
41410	Elections	$0.00	$0.00	$5,685.00	$0.00	$683.61	12.02%
41500	Financial Administration	$376,802.00	$418,353.91	$378,051.00	$25,907.24	$57,467.14	15.20%
42290	Fire Department	$208,580.00	$241,857.07	$252,599.00	$18,370.00	$36,740.00	14.54%
41940	General Government Building	$42,000.00	$40,651.28	$44,000.00	$3,650.00	$7,469.65	16.98%
43100	Highways, Streets & Roadwa	$106,739.00	$93,661.33	$101,000.00	$3,793.27	$8,758.40	8.67%
45200	Parks (GENERAL)	$141,378.00	$156,805.03	$109,350.00	$5,172.41	$15,770.21	14.42%
41910	Planning and Zoning	$20,800.00	$21,423.25	$24,519.00	$2,682.50	$5,271.25	21.50%
42110	Police Department	$743,423.00	$822,624.14	$804,718.00	$95,434.91	$177,360.43	22.04%
43000	Public Works (GENERAL)	$70,999.00	$115,553.49	$82,332.00	$53,760.21	$136,161.40	165.38%
101 GENERAL FUND		$1,817,508.00	$2,021,880.52	$1,921,995.00	$228,095.92	$486,544.79	25.31%
601 WATER FUND							
49611	Water Treat Plant	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
49400	Water Utilities (GENERAL)	$686,180.00	$571,885.76	$660,581.00	$27,436.56	$78,802.47	11.93%
601 WATER FUND		$686,180.00	$571,885.76	$660,581.00	$27,436.56	$78,802.47	11.93%
602 SEWER FUND							
49450	Sewer (GENERAL)	$479,961.00	$579,425.32	$581,890.00	$37,663.40	$87,554.53	15.05%
602 SEWER FUND		$479,961.00	$579,425.32	$581,890.00	$37,663.40	$87,554.53	15.05%
603 STORM WATER FUND							
49455	Storm Sewer	$175,801.00	$201,682.37	$177,245.00	$3,984.01	$29,208.74	16.48%
603 STORM WATER FUND		$175,801.00	$201,682.37	$177,245.00	$3,984.01	$29,208.74	16.48%
801 FIRE PARTNERSHIP FUND							
42210	Fire Administration	$201,137.00	$274,550.41	$0.00	$65.12	$9,061.33	0.00%
42260	Fire Apparatus/Equipment	$70,700.00	$86,021.71	$0.00	$0.00	$15,987.18	0.00%
42250	Fire Communications	$32,702.00	$31,402.75	$0.00	$2,209.76	$4,879.05	0.00%

Dept	Dept Descr	2025 Budget	2025 Amt	2026 YTD Budget	February 2026 Amt	2026 YTD Amt	%YTD Budget
42220	Fire Fighting	$139,070.00	$105,950.93	$0.00	$0.00	$30,884.32	0.00%
42265	Fire Fleet Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
42230	Fire Prevention	$4,000.00	$965.19	$0.00	$0.00	$0.00	0.00%
42280	Fire Stations and Bldgs	$25,820.00	$15,287.79	$0.00	$568.46	$2,153.13	0.00%
42240	Fire Training	$35,200.00	$20,855.68	$0.00	$1,500.00	$4,870.59	0.00%
42270	Medical Services	$5,500.00	$1,826.52	$0.00	$0.00	$0.00	0.00%
801 FIRE PARTNERSHIP FUND		$514,129.00	$536,860.98	$0.00	$4,343.34	$67,835.60	0.00%
		$3,673,579.00	$3,911,734.95	$3,341,711.00	$301,523.23	$749,946.13	22.44%

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Resolution 2026-0323-01 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Veterans Memorial Park
PREPARED BY:	Kevin Larson, Assistant City Administrator
RECOMMENDED ACTION: 1 Motion **1. Approve Resolution 2026-0323-01 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Veterans Memorial Park**	

Background

the Minnesota Department of Natural Resources' Outdoor Recreation Grant Program offers matching grants of up to 50 percent of eligible project costs to local units of government for the development or redevelopment of local parks and recreation facilities. Eligible projects include amenities such as picnic shelters, athletic facilities, and ice rinks.

At the January 12th workshop, the City Council provided guidance to staff to apply for the Outdoor Recreation Grant. For Veterans Memorial Park, the City Council provided directions to apply for the Outdoor Recreation Grant Program. The item to focus on is an indoor/outdoor pavilion with kitchen and ADA bathrooms.

The application requires the City Council to approve a resolution. Resolution 2026-0323-01 Outdoor Recreation Grant Program - Veterans Memorial Park fulfills the requirement to submit the application.

Grant Timeline

- Grant applications are due March 31st.
- The DNR Grants Staff is expected to be reviewed in spring 2026
- Preliminary awards announced in summer 2026
- Project construction generally occurring during the 2027–2028 seasons.

Proposals and Expected Cost

Estimated cost for indoor/outdoor picnic shelter with kitchen and ADA bathrooms.

Facility (e.g., picnic area, campground, walkway, shelter, restroom)	Description (linear feet, dimensions, material used, number of components, etc.)	Total Cost
Indoor/Outdoor Pavilion	Structure/Shell	$120,000
	Bathrooms (2 ADA-compliant)	$80,000
	Kitchen	$25,000
	Plumbing & Utilities	$45,000
	Sitework (foundation, sidewalks, landscaping)	$30,000
Grand Total		$300,000

Financial Impact

Total Project Cost: $300,000

- Grant Request: $150,000
- Match Amount: $150,000

Recommendations

Staff recommends the approval of Resolution 2026-0323-01 Outdoor Recreation Grant Program - Veterans Memorial Park to submit with the application.

RESOLUTION NO. 2026-0323-01

RESOLUTION APPROVING THE SUBMISSION OF AN OUTDOOR RECREATION GRANT APPLICATION FOR VETERANS MEMORIAL PARK

BE IT RESOLVED that the City of Maple Plain act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on March 31, 2026, and that the Maple Plain City Staff, is hereby authorized to apply to the Minnesota Department of Natural Resources for funding of this project on behalf of the City of Maple Plain.

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that the City of Maple Plain has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Maple Plain has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of Maple Plain has or will acquire fee title or permanent easement over all land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of Maple Plain may enter into an agreement with the State for the above-referenced project and certifies that it will comply with all applicable laws and regulations, including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE, BE IT RESOLVED that the Assistant City Administrator is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the Maple Plain City Council on March 23rd, 2026.

_____
Julie M. Maas-Kusske, Mayor

Attest:

_____
Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Resolution 2026-0323-02 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Rainbow Park
PREPARED BY:	Kevin Larson, Assistant City Administrator
RECOMMENDED ACTION: 1 Motion **1. Approve Resolution 2026-0323-02 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Rainbow Park**	

Background

the Minnesota Department of Natural Resources' Outdoor Recreation Grant Program offers matching grants of up to 50 percent of eligible project costs to local units of government for the development or redevelopment of local parks and recreation facilities. Eligible projects include amenities such as picnic shelters, athletic facilities, and ice rinks.

At the January 12th workshop, the City Council provided guidance to staff to apply for the Outdoor Recreation Grant. For Rainbow Park, the City Council provided directions to apply for the Outdoor Recreation Grant Program. The item to focus on is replacement of the playground structure and pour-in-place surfacing.

The application requires the City Council to approve a resolution. Resolution 2026-0323-02 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Rainbow Park fulfills the requirement to submit the application.

Grant Timeline

- Grant applications are due March 31st.
- The DNR Grants Staff is expected to be reviewed in spring 2026
- Preliminary awards announced in summer 2026
- Project construction generally occurring during the 2027–2028 seasons.

Proposals and Expected Cost

Estimated cost for the playground structure and pour-in-place surfacing.

Facility (e.g., picnic area, campground, walkway, shelter, restroom)	Description (linear feet, dimensions, material used, number of components, etc.)	Total Cost
Rainbow Park Playground	*Play Equipment& Installation*	*$181,308*
	Poured-in-Place Rubber & Engineered Wood Fiber Surfacing	*$46,173*
	Compacted Aggregate Base & Subsurface Drain Tile System	*$8,943*
	Flagship & LSI Payment & Performance Bonds	*$4,903*
	Freight & Mobilization	*$3,300*
Grand Total		**$244,627**

Financial Impact

Total Project Cost: $244,627

- Grant Request: $122,313
- Match Amount: $122,314

Recommendations

Staff recommends the approval of Resolution 2026-0323-02 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Rainbow Park to submit with the application.

RESOLUTION NO. 2026-0323-02

RESOLUTION APPROVING THE SUBMISSION OF AN OUTDOOR RECREATION GRANT APPLICATION FOR RAINBOW PARK

BE IT RESOLVED that the City of Maple Plain act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on March 31, 2026, and that the Maple Plain City Staff, is hereby authorized to apply to the Minnesota Department of Natural Resources for funding of this project on behalf of the City of Maple Plain.

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that the City of Maple Plain has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Maple Plain has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of Maple Plain has or will acquire fee title or permanent easement over all land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of Maple Plain may enter into an agreement with the State for the above-referenced project and certifies that it will comply with all applicable laws and regulations, including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE, BE IT RESOLVED that the Assistant City Administrator is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the Maple Plain City Council on March 23rd, 2026.

_____
Julie M. Maas-Kusske, Mayor

Attest:

_____
Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Resolution 2026-0323-03 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Bryantwood Park
PREPARED BY:	Kevin Larson, Assistant City Administrator
RECOMMENDED ACTION: 1 Motion **1. Approve Resolution 2026-0323-03 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Bryantwood Park**	

Background

the Minnesota Department of Natural Resources' Outdoor Recreation Grant Program offers matching grants of up to 50 percent of eligible project costs to local units of government for the development or redevelopment of local parks and recreation facilities. Eligible projects include amenities such as picnic shelters, athletic facilities, and ice rinks.

At the January 12th workshop, the City Council provided guidance to staff to apply for the Outdoor Recreation Grant. For Bryantwood Park, the City Council provided directions to apply for the Outdoor Recreation Grant Program. The item to focus on is replacement of the metal playground structure, pour-in-place surfacing for the whole playground area and the installation of a concrete border.

The application requires the City Council to approve a resolution. Resolution 2026-0323-03 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Bryantwood Park fulfills the requirement to submit the application.

Grant Timeline

- Grant applications are due March 31st.
- The DNR Grants Staff is expected to be reviewed in spring 2026
- Preliminary awards announced in summer 2026
- Project construction generally occurring during the 2027–2028 seasons.

Proposals and Expected Cost

Estimated cost for the playground structure, pour-in-place surfacing for the whole playground area and the installation of a concrete border.

Facility (e.g., picnic area, campground, walkway, shelter, restroom)	Description (linear feet, dimensions, material used, number of components, etc.)	Total Cost
Bryantwood Park	*Play Equipment& Installation*	*$29,894*
	Poured-in-Place Rubber & Engineered Wood Fiber Surfacing	*$37,697*
	Concrete Border	*$23,334*
	Compacted Aggregate Base & Subsurface Drain Tile System	*$7,698*
	Freight & Mobilization	*$2,100*
Grand Total		**$100,723**

Financial Impact

Total Project Cost: $100,723

- Grant Request: $50,361
- Match Amount: $50,362

Recommendations

Staff recommends the approval of Resolution 2026-0323-03 Resolution Approving The Submission Of An Outdoor Recreation Grant Application For Bryantwood Park to submit with the application.

RESOLUTION NO. 2026-0323-03

RESOLUTION APPROVING THE SUBMISSION OF AN OUTDOOR RECREATION GRANT APPLICATION FOR BRYANTWOOD PARK

BE IT RESOLVED that the City of Maple Plain act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on March 31, 2026, and that the Maple Plain City Staff, is hereby authorized to apply to the Minnesota Department of Natural Resources for funding of this project on behalf of the City of Maple Plain.

BE IT FURTHER RESOLVED that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that the City of Maple Plain has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Maple Plain has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of Maple Plain has or will acquire fee title or permanent easement over all land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of Maple Plain may enter into an agreement with the State for the above-referenced project and certifies that it will comply with all applicable laws and regulations, including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE, BE IT RESOLVED that the Assistant City Administrator is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the Maple Plain City Council on March 23rd, 2026.

_____
Julie M. Maas-Kusske, Mayor

Attest:

_____
Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Resolution 2026-0323-04 Delegating Authority to the City Administrator to Pay Claims Via ACH and Make Electronic Transfers
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: 1 Motion **1. Motion to approve Resolution 2026-0323-04 Delegating Authority to the City Administrator to Pay Claims Via ACH and Make Electronic Transfers**	

Resolution 2026-0323-04 delegates authority to the City Administrator to process electronic funds transfers and pay certain claims prior to Council approval. This action is required annually under state statutes and supports efficient vendor payments, timely payroll and debt service, and strong internal controls, with all transactions reported to the Council at its next regular meeting.

I am recommending that Council approve Resolution 2026-0323-04

CITY OF MAPLE PLAIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA

RESOLUTION 2026-0323-04

A Resolution Delegating Authority to Make Electronic Funds Transfers and Payment of Claims Prior to Board Approval to the City Administrator for 2026

WHEREAS Minnesota Statute 471.38 Subd. 3a. requires the City Council annually delegate authority to make electronic funds transfers; and

WHEREAS the City uses electronic funds transfers whenever possible as they are much more efficient and eliminates the risk of lost or mishandled check payments; and

WHEREAS all electronic funds transfers are subject to:

1. Annual City Council designation of authority to the City Administrator.
2. The City's internal control procedures.
3. A list of all electronic transactions to be submitted for approval to City Council at its next regular meeting; and

WHEREAS Minnesota Statute 471.271 Subd. 8. provides the City Council with the ability to delegate authority for the payment of certain claims; and

WHEREAS the City seeks to provide prompt payment to vendors as required in Minnesota Statute 471.425 Subd 2., while also maintaining a system of controls; and

WHEREAS payment of claims prior to Council approval are subject to:

1. Annual City Council designation of authority to the City Administrator.
2. The City's internal control procedures.
3. A list of all claims paid, including a detailed listing of credit/purchasing card transactions, shall be submitted for approval to City Council at its next regular meeting; and

NOW THEREFORE, BE IT RESOLVED THAT authority to make electronic funds transfers and payment of claims prior to board approval shall be delegated to City Administrator, including:

1. Payroll and benefits payments.
2. Debt service payments.
3. Payments made under a contract previously approved by the City Council.
4. Claims that must be paid to avoid finance charges.
5. Utility services for City property; and
6. Purchasing or credit card purchases.

ADOPTED, by the City Council of Maple Plain, Minnesota, on this 23rd day of March 2026.

BY: **ATTEST:**

Julie M. Maas-Kusske, Mayor

Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

New Business:	Resolution 2026-0323-05 Accepting the SolarApp+ Grant $15,000
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: 1 Motion **1. Motion to approve Resolution 2026-0323-05 Accepting the SolarApp+ Grant $15,000**	

Summary

The City of Maple Plain has been awarded $15,000 through the State of Minnesota's SolarAPP+ Solar Permitting Software Incentive Program. The program provides financial assistance to jurisdictions that issue residential solar and solar-plus-storage permits and supports implementation of SolarAPP+, an automated online permitting platform.

The City previously applied for the base $5,000 incentive plus two $5,000 bonus incentives for a total of $15,000. These funds will be used to support the City's integration of SolarAPP+ within the Baseline Technologies permitting system, improving operational efficiency and digitizing permit workflows.

Recommendation

Staff recommends approval of Resolution 2026-0323-05, formally accepting the $15,000 grant and authorizing the City Administrator to execute all required documents and administer the funds.

RESOLUTION 2026-0323-05

A RESOLUTION ACCEPTING THE SOLARAPP+ SOLAR PERMITTING SOFTWARE GRANT FUNDS IN THE AMOUNT OF $15,000

WHEREAS the Minnesota Legislature established the SolarAPP+ Solar Permitting Software Incentive for Jurisdictions (Minn. Stat. § 216C.48), to provide technical assistance and financial incentives to local units of government that issue permits for residential solar projects and solar-plus-storage systems; and

WHEREAS, the City of Maple Plain applied for the SolarAPP+ Solar Permitting Software Grant, requesting a total of $15,000, consisting of a $5,000 base incentive and two $5,000 bonus incentives; and

WHEREAS, the City of Maple Plain has reviewed the grant materials and determined that these funds will support implementation of the Baseline Technologies platform and integration of the SolarAPP+ automated permitting system; and

WHEREAS, the City of Maple Plain has been awarded $15,000 in grant funding.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Maple Plain hereby accepts the SolarAPP+ Solar Permitting Software Grant funds in the amount of $15,000 and authorizes the City Administrator to execute all required documents and administer the funds consistent with state program requirements.

Adopted by the City Council of the City of Maple Plain, Hennepin County, Minnesota, on the 23rd day of March 2026.

X

Julie M. Maas-Kusske
Mayor

X

Jacob Schillander
City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Resolution 2026-0323-06 Authorization to Create and Transfer Funds
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: 1 Motion 1. **Motion to Approve Resolution 2026-0323-06 Authorization to Create and Transfer Funds**	

Summary:

This resolution establishes six new Capital Improvement Project (CIP) funds to improve financial transparency and long-term planning for individual park projects and for the future purchase of a fire truck scheduled for 2030. The new funds—Rainbow Park CIP (502), Veteran's Park CIP (503), Bryantwood Park CIP (504), Tot Lot CIP (505), Pioneer Park CIP (506), and the Fire Truck Fund (507)—will allow project-specific budgeting and clearer reporting of capital expenditures.

The resolution also authorizes three transfers from the Park Improvement Fund (401) into the newly created CIP funds to align current resources with designated projects. These transfers include $4,400 to the Rainbow Park CIP Fund and $57,099 plus $10,000 to the Veteran's Park CIP Fund, for a total of $71,499 moved into project-specific accounts.

Approval of this resolution supports improved capital planning, transparent fund tracking, and readiness for upcoming park improvements and long-term equipment needs.

RESOLUTION NO. 2026-0323-06

A RESOLUTION AUTHORIZING THE CREATION OF CAPITAL IMPROVEMENT FUNDS AND APPROVING RELATED FUND TRANSFERS

WHEREAS the City of Maple Plain maintains various park facilities and capital equipment that require long-term financial planning and dedicated funding mechanisms; and

WHEREAS the City Council finds it in the best interest of the City to establish separate Capital Improvement Project (CIP) funds to track and manage expenditures for improvements within specific parks and for the future purchase of fire apparatus; and

WHEREAS the City Council further finds it necessary and appropriate to transfer certain existing funds from the Park Improvement Funds (Fund 401) into the newly created CIP funds to properly allocate project-specific revenues and expenditures.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN, MINNESOTA, that the following new funds are hereby created:

Fund Name	Fund Number	Fund Purpose
Rainbow Park CIP	502	For CIP Projects in Rainbow Park
Veteran's Park CIP	503	For CIP Projects in Veteran's Park
Bryantwood Park CIP	504	For CIP Projects in Bryantwood Park
Tot Lot CIP	505	For CIP Projects in the Tot Lot
Pioneer Park CIP	506	For CIP Projects in Pioneer Park
Fire Truck Fund	507	For the Fire Truck Fund to be purchased in 2030

Transfer Funds Out Of	FUND NUMBER	Amount	Transfer Funds Into	FUND NUMBER	Amount
Park Improvement Fund	401	$ 4,400.00	Rainbow Park CIP	502	$ 4,400.00
Park Improvement Fund	401	$ 57,099.00	Veteran's Park CIP	503	$ 57,099.00
Park Improvement Fund	401	$ 10,000.00	Veteran's Park CIP	503	$ 10,000.00

BE IT FURTHER RESOLVED that City staff are authorized and directed to establish these funds within the City's financial system, execute the transfers listed above, and maintain all required accounting procedures.

Adopted by the Maple Plain City Council this 23rd day of March 2026.

Mayor: Julie M. Maas-Kusske City Administrator: Jacob Schillander

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Resolution 2026-0323-07 Application To The Drinking Water Revolving Fund For The Replacement Of Lead Service Lines
PREPARED BY:	Matt Bauman, Assistant City Engineer
RECOMMENDED ACTION: 1 Motion **1. Approve Resolution 2026-0323-07 Application To The Drinking Water Revolving Fund For The Replacement Of Lead Service Lines**	

Summary

The lead service line replacement project is funded by a grant administered through the Minnesota Public Facilities Authority (PFA). The attached resolution is a required step to complete the application process for accessing the funds.

To comply with federal requirements governing the distribution of Drinking Water Revolving Fund dollars, the State of Minnesota must allocate a portion of the program funding as loans, even though all eligible project costs are ultimately intended to be covered with grant funds. Under this structure, the publicly owned portion of each lead service line replacement will be financed through a 0% interest general obligation (GO) bond issued by the City when the project is ready for funding. The privately owned portion of each service line replacement will be funded directly with grant dollars. From the City's perspective, reimbursement will occur through standard draw requests, with the State managing disbursements from the separate loan and grant funding sources based on the public/private cost split. Upon project completion, the State will retire the City's GO bond using grant funds, ensuring that the City does not retain long-term debt and does not make any payments on the bond.

CITY OF MAPLE PLAIN

RESOLUTION NO. 2026-0323-07

RESOLUTION OF APPLICATION TO THE DRINKING WATER REVOLVING FUND FOR THE REPLACEMENT OF LEAD SERVICE LINES

BE IT RESOLVED that the City of Maple Plain is hereby applying to the Minnesota Public Facilities Authority for a loan and/or grant from the Drinking Water Revolving Fund for a lead service line replacement project as described in the application.

BE IT FURTHER RESOLVED that the City of Maple Plain estimates the MPFA-Financed amount to be $550,000 or the as-bid cost of the project.

BE IT FURTHER RESOLVED that the City of Maple Plain has the legal authority to apply for the loan and/or grant, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its designed life.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Maple Plain on March 23rd, 2026.

Adopted: March 23, 2026.

_____
Julie M. Mass-Kusske, Mayor

Attest:

_____
Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Resolution 2026-0323-08 Approving 2023 II Grant Program Funds Reimbursement Participation From Metropolitan Council Environmental Services
PREPARED BY:	Matt Bauman, Assistant City Engineer
RECOMMENDED ACTION: 1 Motion **1. Approve Resolution 2026-0323-08 Approving 2023 II Grant Program Funds Reimbursement Participation From Metropolitan Council Environmental Services**	

Summary

The attached resolution authorizes staff to submit documentation to Metropolitan Council Environmental Services for qualifying funds that help mitigate Inflow and Infiltration (II). This grant cycle was for work completed in 2024 and 2025. The Street Reconstruction project had eligible work and will be the basis for grant reimbursement.

Funds are expected to be disbursed in July of this year once the paperwork is finalized.

CITY OF MAPLE PLAIN
HENNEPIN COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2026-0323-08

RESOLUTION APPROVING 2023 I/I GRANT PROGRAM FUNDS REIMBURSEMENT PARTICIPATION FROM METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES REGARDING THE 2024 STREET RECONSTRUCTION PROJECT

WHEREAS, the Metropolitan Council Environmental Services (MCES) has identified the City as one of the many metro cities having excessive stormwater and groundwater, commonly referred to as Inflow and Infiltration (I&I), entering the public sanitary sewer system; and

WHEREAS, to facilitate the reduction of I&I, MCES is offering a grant program with provisions for future distribution of available funding until the total of $12,000,000.00 for the State of Minnesota has been expended on I&I reduction measures with a base maximum allocation of $50,000 per city, plus prorated remainder of unspent funds; and

WHEREAS the City completed improvements as part of the 2024 Street Reconstruction Project that rehabilitated the public sewer system and are qualifying reduction measures.

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

1. The City Administrator, with the assistance of the City Engineer, shall calculate eligible reimbursement funding amounts, prepare the final grant agreement and provide any other project-related expenses and receipts as required to participate in the grant funding with MCES.

Adopted by the City Council this 23rd day of March 2026.

_____
Julie M. Maas-Kusske, Mayor

ATTEST: _____
Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM	Resolution 2026-0323-09 Accepting Bids For The 2026 Industrial Street Improvements Project
PREPARED BY:	Jacob Schillander, City Administrator Matt Bauman, Assistant City Engineer
RECOMMENDED ACTION: 1 Motion **1. Approve Resolution 2026-0323-09 Accepting Bids For The 2026 Industrial Street Improvements Project**	

Summary

Please review the City Engineer Recommendation letter.

BOLTON & MENK
Real People. Real Solutions.

Suite 200
Chaska, MN 55318-1172

Ph: (952) 448-8838
Fax: (952) 448-8805
Bolton-Menk.com

March 16, 2026

City of Maple Plain
Attn: Jacob Schillander, City Administrator
5050 Independence Street
PO Box 97
Maple Plain, MN 55359

RE: Bid Results for the 2026 Industrial Street Improvements

Dear Jacob:

We have opened bids for the 2026 Industrial Street Improvements Project. Ten bids were received and are listed below.

Contractor	Total Bid
Omann Brothers Paving	**$309,822.14**
Widmer Construction	**$323,486.30**
Valley Paving	**$324,102.44**
Bituminous Roadways	**$363,393.50**
Kusske Construction	**$368,480.00**
Motiv Excavating & Site Works	**$418,246.75**
Geislinger & Sons	**$469,940.00**
Pember Companies	**$473,122.15**
Land Pride Construction	**$477,172.75**
Minger Construction	**$493,475.80**

We have reviewed the bids and recommend awarding the project to the low bidder, Omann Brothers Paving, Inc. in the amount of $309,822.14.

Please let me know if you have questions or need additional information.

Sincerely,
Bolton & Menk, Inc.

David P. Martini

David P. Martini, P.E.
Senior Principal Engineer

CITY OF MAPLE PLAIN
HENNEPIN COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 2026-0323-09

RESOLUTION ACCEPTING THE BID FOR THE 2026 INDUSTRIAL STREET IMPROVEMENT PROJECT

WHEREAS, pursuant to an advertisement for bids for the 2026 Industrial Street Improvement Project, bids were received complying with the advertisement, and

WHEREAS, Omann Brothers Paving, Inc. is the lowest responsible bidder,

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Omann Brothers Paving, Inc. in the name of Maple Plain for the 2026 Industrial Street Improvement Project according to the plans and specifications therefore approved by the city council and on file in the office of the City Administrator.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

This Resolution was adopted by the City Council of Maple Plain on this 23rd day of March 2026, by a vote of _____ ayes and _____ nays.

_____
Julie M. Mass-Kusske, Mayor

ATTEST:

_____
Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM:	Ordinance No 2026-351 Amending the City Fee Schedule
PREPARED BY:	Jacob Schillander, City Administrator
RECOMMENDED ACTION: 2 Motions **1. Motion to Approve Ordinance 2026-351 Amending the City Fee Schedule** **2. Motion to Approve Summary Publication of Ordinance 2026-351**	

Summary

Ordinance 2026-351 updates the City's fee schedule relating to Right-of-Way (ROW) activities to ensure fees accurately reflect the administrative oversight, inspection demands, and regulatory compliance required under Minnesota law. The ordinance establishes revised fees for Right-of-Way Permits and Right-of-Way Registrations, consistent with standard industry practices and the City's actual cost of service.
The proposed updates include:

- Right-of-Way Permit: A base fee of $250.00, plus $0.60 per lineal foot for trenching or boring. For projects with multiple locations, fees may be set by agreement. A $1,000 escrow is required, along with a performance bond as provided under Minnesota Rules.
- Right-of-Way Registration: Establishes a $500.00 annual registration fee for entities operating within the public right-of-way.

These revisions clarify the City's permitting requirements, support consistent cost recovery, and ensure adequate protection of public infrastructure during construction and utility work.

Staff reviewed comparable fee structures from local jurisdictions and applied guidance from Minnesota Rules regarding utility permitting and bonding.

Recommendation
Staff recommends approval of Ordinance 2026-351 amending the 2026 Fee Schedule, as well as approving the ordinance summary publication.

ORDINANCE NO. 2026-351

CITY OF MAPLE PLAIN

AN ORDINANCE AMENDING
THE CITY OF MAPLE PLAIN FEE SCHEDULE FOR 2026

THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN DOES ORDAIN:

SECTION 1. ADOPTION. The fee schedule attached hereto as Appendix A is hereby adopted as the fee schedule for the City. Any and all other fee schedules previously adopted by the City Council are hereby repealed.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publications as required by law and not until March 23, 2026.

Adopted by the City Council of the City of Maple Plain this 23rd day of March 2026.

_____
Julie M. Maas-Kusske, Mayor

ATTEST:

_____
Jacob Schillander, City Administrator

Published in the _____ on _____, 2026.

City of Maple Plain Fee Schedule

Adopted 02/23/2026

Administration & Miscellaneous Fees

Fee Description	Amount	Notes
General Permit Fee	$100.00	
Address Labels	$50.00	
Address List	$30.00	
Audit Book Copy	$150.00	
City Code Book Copy	Cost + 10%	
Comprehensive Plan Copy	Cost + 10%	
City Maps	At Cost	
Copies - Black & White per side (letter / legal)	$0.25	
Copies - Black & White per side (11x17)	$1.00	
Copies - Color or photo per side (letter / legal)	$1.00	
Copies - Color or photo per side (11x17)	$1.00	
Copies of Documents Larger than 11x17	Cost	
Delinquent Bills Certification	$150.00 plus 10% penalty plus Interest (10 % Additional interest assigned at the county)	
Thumb drive	$20.00	
Election Filing Fee	$2.00	
Fax Charge	$1.00/page	
Non-Sufficient Funds Check	$30.00	Set by State Statute
Mailing of copies/reports	Cost	
Special Assessment Search	$35.00	

Staff Time (per hour)

Fee Description	Amount	Notes
Professional (City Admin. & Asst. City Admin.)	$75.00/hour	Billed in 15-min. increments with a minimum of 1 hour.
Clerical (Deputy Clerk)	$50.00/hour	Billed in 15-min. increments with a minimum of 1 hour.
Public Works	$84.00/hour	Billed in 15-min. increments with a minimum of 1 hour.
City Attorney	Hourly Rate per Contract	
Engineering Consultants	Hourly Rate per Contract	
Planning Consultants	Hourly Rate per Contract	
Snow Removal by Staff	$275/hour*	*billed in 15-min increments
Mileage	$0.77 per mile or current IRS milage rate, whichever is greater.	
Disposal Cost	$30.00 per cubic yard, plus mileage	

Administration & Miscellaneous Fees

Overweight Vehicle Permits

Fee Description	Amount	Notes
Daily Permit	$100.00 per truck/per day	Max 7 ton Valid 7:00 am – 11:00 am only
Single Trip Seasonal- Home Delivery-	$250.00	Max 5 ton
Commercial Tow Truck	$750 per occurrence	
No Permit	Double Fee	
Emergency – Well & Septic	No Charge (max 7 ton)	Emergencies include septic, liquid propane and similar
Residential Annual To/From	No Charge	Max 5 ton

**All Charges are per truck and are restricted.*

Liquor & Tobacco Licenses

Fee Description	Amount	Notes
Tobacco License	$200	
Liquor License Initial Application	$500	
Liquor License Application Renewal	$100	
Liquor License Investigation	West Hennepin Public Safety Fee Schedule	
On-Sale Liquor On-Sale Sunday On-Sale Wine & Beer On-Sale	 $5,250 $200 $250	

Off-Sale Liquor Off-Sale Sunday Off-Sale 3.2 Beer Off-Sale	 $240 $200 $50	
Public Dance/Block Party	$500	
Temporary 3.2 Liquor Permit	$25	

Cannabis Registration

Registration Type	Initial Registration Fee	Registration Renewal Fee
Cannabis Microbusiness	$125	$1,000
Cannabis Mezzobusiness	$2,500	$5,000
Cannabis Cultivator	$5,000	$15,000
Cannabis Manufacturer	$5,000	$10,000
Cannabis Retailer	$1,500	$2,500
Cannabis Wholesaler	$2,500	$5,000
Cannabis Transporter	$125	$500
Cannabis Testing Facility	$2,500	$5,000
Cannabis Delivery Service	$125	$500
Cannabis Event Organizer	$375	
Cannabis Lower-potency Hemp Edible Manufacturer	$125	$500
Cannabis Lower-potency Hemp Edible Retailer	$125	$125
Medical Cannabis Combination Business	$5,000	$35,000

Other Licenses & Permits

Fee Description	Amount	Notes
Right of Way Permit	$250.00 fee, plus $0.60 per lineal foot trench or boring, or set by agreement for multiple locations; ~~$1,000 escrow~~Performance bond as provided by Minnesota Rules.	
Right of Way Registration	$500.00 annual fee	
Special Event Permit	$50.00	
Bulk Waste Storage Permit	$50.00	
Transient Merchant Permit	$100.00 per company	
Solicitor/Peddler Permit*	$100.00 per company	* Each individual also needs a background check
Massage Establishment License*	$250.00 First Year $50 Per year afterwards	
Massage Therapist License*	$100.00	
Pawn Broker License *	$2500 annual license fee	
Permits - Background Checks	$50.00 per person	
Dog License	$5.00 (one-time charge)	
Chicken License	$100 first time application fee	Renewal yearly, $20
Bed & Breakfast License	$75 annually	
RENTAL LICENSE FEES	**Application Fee**	**Inspection Fee**
Single Family Dwelling	$25.00	$50.00
Duplex or Multiplex Dwelling	$25.00	$50.00 Per Unit

Apartment Building	$50.00	$50.00 P
Re-Inspection Fees		
Single Family Dwelling	$25.00	$50.00
Duplex or Multiplex Dwelling	$25.00	$50.00 Per Unit
Apartment Building	$50.00	$50.00 Per Unit

Building Permit Fees

Building Permit Fees - All Property Types

Fee	Amount	Notes
Permit Application Fee	$100.00	Nonrefundable
Valuation	Based on 1997 Uniform Building Code Fee Schedule + 15%	There may be permit review fees and state surcharge also required
Fixed Fees	$100.00 + $1.00 State Surcharge	
Plan Review Fee	65% of Permit Fee	
Construction Plan Changes	Fees incurred for changes (Plan Review)	
Building without permit	Double Fees	
New Plans after First Review	Regular fees, plus first plan review fee	If new plans are submitted plan review fees are incurred for each set of plans.
Removal of Underground Tanks	$100.00 + $1.00 State Surcharge	
Building Moving < 120 sq. ft.	$200	May require building permit
Building Moving > 120 sq. ft.	Valuation	May require building permit
Site Inspection for Building Moving	$150.00	
Fence (3 to 6 ft.)	$50.00	No building permit needed, but Planning & Zoning Fence Permit Required. City Administrator to conduct the final inspection of the fence.
Fence (Greater than 6 ft.)	$100 + Valuation and Planning & Zoning P	Planning & Zoning Fence Permit Required. Building Inspector to conduct the final inspection of the fence.
Misc. fees not covered in the schedule	$50 minimum or valuation, whichever is greater	

Building Permit Fees

Commercial & Industrial Building Permit Fees

Fee	Amount	Notes
Permit Application Fee	$100.00	Nonrefundable
Building Permit Fee for • Construction • Alterations • Plumbing & Mechanical • Permanent Signage	Valuation if project more than $2,500 Fixed Rate $101.00** if project less than $2,500 for the following: • Building o Re-roofing o Re-siding o Windows & Doors* • Plumbing o 1-5 Fixtures* o Water Heater o Water Softener o Lawn Irrigation • Mechanical o Duct Work o Furnace o Air Conditioning o Fireplace o New Gas Line Valuation for all else except Demolition & Relocation	There may be permit review fees and state surcharge also required * *if current opening* **each add'l fixture = $10* ** Subject to change
Demolition (Commercial)	$200	
Demolition (Industrial)	$500	

Residential Building Permit Fees

Fee	Amount	Notes
Permit Application Fee	$100.00	Nonrefundable
New Building Permit Fee	Valuation	Valuation
Fixed Fee Building Permit Fee: • Building o Re-roofing o Re-siding o Windows & Doors* • Plumbing o 1-5 Fixtures * o Water Heater o Water Softener o Lawn Irrigation • Mechanical o Duct Work o Furnace o Air Conditioning o Fireplace o New Gas Line	$100.00 + $1.00 State Surcharge * *If Current Opening* * Each Additional Fixture = $10	May require plan review fees. Building permit fees for all other residential work is based on valuation.
Demolition (Residential)	$100 + $1.00 State Surcharge	

Park and Recreation

Additional conditions may apply. See Facility Reservation & Use Policy for details.

Reservation Procedures

All fees must be paid, and paperwork must be complete prior to Facility Reservation & Use Application review. Failure to pay fees or submit paperwork will result in the disqualification of the Facility Reservation & Use Application.

Reservation Fees

	Resident / Local Business or Organization*	Non-Resident / Other Business or Organization
Veterans Memorial Park Picnic Shelter	Free	$50
Veterans Memorial Park Band Shell	$50	$150
VMP Food Truck Electrical	$25/truck	$25/truck
VMP Softball Field (north)	Free	$50
Don Timpe Field (south)	$50/hour	$50/hour
Concession Stand *(excludes equipment)*	$25	$50
Sound Equipment Use	$25/hour	$25/hour
Rainbow Park Picnic Shelter	Free	$50
Rainbow Park Ballfields	Free	$50
City Council Chamber	Free	$100
Damage Deposit**	$100	$100

** For personal use only or for local use wherein the use of public facilities is not for the profit-generating purpose for a group or business.*

*** Damage Deposit not required in cases where Facility is utilized for Free, except for events with more than 50 people expected.*

All reservation fees are subject to any applicable tax at the current tax rate.

The Funeral or Memorial Service in honor of a resident may be charged the local rate even if the User does not qualify.

Any event seeking City co-sponsorship of their event may petition the City Council for a waiver of all or a portion of fees associated with the event.

User shall provide a damage deposit check when submitting the Facility Reservation & Use Application submittal. The damage deposit check will be held by the City and returned upon satisfactory inspection of the Public Facility and surrounding public property. User shall be held responsible for any damage to the Public Facility and surrounding public property that occurred as a result of the User's use. The damage deposit covers any structural, physical, or related damages to the Public Facility and surrounding public property, along with the removal of any City owned equipment from the Public Facility and surrounding public property. The User shall be responsible for the full costs to the City to repair or replace any damage to the Public Facility and surrounding public property that occurred as a result of the User's use. In the event said costs exceed the damage deposit, the User shall pay the difference.

Note: Rainbow Park Ice Rink is not available for reservations.

Limitations on Gathering Size

Due to impacts on other park users, available parking spaces, or the maximum occupancy of indoor facilities, events shall be limited to the following number of attendees.

	Maximum Number of Attendees
Veterans Memorial Park Picnic Shelter	150
Veterans Memorial Park Band Shell	150
Rainbow Park Picnic Shelter	100
City Council Chamber	45
Don Timpe Field	200

Maintenance & Cleaning Fees

The following additional fees will be assessed for any additional custodial, maintenance, or grounds work that is required for any event with attendance over 100 people. A $200 deposit towards these fees is required at the time of Facility Reservation & Use Application submittal. These fees will be itemized, and the balance invoiced to the reserving organization once the duration of the facility reservation is completed. Fees are billed per hour / per employee.

	Weekday	Weekends / Holidays
Minimum Fee (2 hrs.)	$100	$150
Additional Hours	$50	$75

Certificate of Insurance; Indemnification

The City reserves the right to require user to provide a certificate of general liability insurance with per-occurrence and aggregate limits of not less than $1,500,000 and have the City listed as additional insured on the policy. Certificate of Insurance must be provided at the time of reservation.

Alcohol

If alcohol is served, consumed, or sold during the use of the Public Facility, the User shall comply with all state and local laws, rules, regulations, and licensing requirements related to liquor. A permitted use under this Policy is not an approval by the City of state and local laws, rules, regulations, and licensing requirements related to liquor. All events serving or selling alcohol require City Council approval. The City reserves the right to prohibit the serving, consumption, or sale of alcohol within City parks and facilities, or to require police / security presence when consumption takes place. City Code states that consumption of alcoholic beverages in city parks is prohibited unless otherwise allowed by City Council.

Park Reservation Timeframe

- Park facility reservations are typically for a 4-hour time frame; 11 am to 3 pm or 4 pm to 8 pm. Alternate timeframes or extended reservations may be approved by the City Administrator.
- City parks are open to the public from 6 am to 11 pm. Restrooms will be kept open during park hours. The park is closed from 11 pm to 6 am.

Cancellations

User may cancel the use of the Public Facility by providing notice to the City. Amount of refund shall be dependent on amount of notice provided, according to the chart below.

	10 Day Notice	3 Day Notice	Less than 3 I
Percentage of Fees Refunded	100%	50%	No Refund

The City reserves the right to cancel a reservation and refund any fees up to 72 hours prior to the date of use, or at any time when a state of emergency is declared by the City, the state, or federal government, or unsafe environmental or public health conditions exist in the opinion of the City. In such event, User agrees that the City shall have no responsibility or liability for any disruption or damages or loss which User may suffer or incur due to the cancellation. The City will notify the User as soon as possible if such cancellation occurs. All fees paid to the City shall be refunded if this agreement is cancelled by the City.

Other Terms & Conditions

- Priority reservation shall be provided to activities planned or organized or sponsored by the City.
- Recurring permitted uses are not currently prohibited; however, care should be taken to ensure residents and businesses have fair access to use city facilities.
- Due to their proximity, it is not recommended that Veterans Park Band Shell and Veterans Park Picnic Shelter be used by different parties at the same time.
- Up to three food trucks may be hired for a private event; however, that food truck may not sell to the general public. Additional fees apply.
- User shall not utilize the Public Facility to host a public event that might be construed as a "fair" or "market". Community fairs or markets may be co-hosted by the City. Call the City Administrator with questions.
- Any invoiced fees shall be paid by the User within 30 days of the invoice date. Failure to make such payment may result in the City making a claim in a court of competent jurisdiction.

Planning & Zoning

Miscellaneous Planning & Zoning Fees

Fee	Amount	Notes
Appeal Administrative Decision	$250 fee; $250 escrow	
Concept Plan Review	$500	
Tax Increment Financing Application	$1,500	
Zoning Letter Request	$70.00 + Cost	

Residential Applications

Fee	Amount	Notes
Conditional Use Permit	$750 fee; $1,500 escrow	
Interim Use Permit	$750 fee; $1,500 escrow	
Site Plan	$750 fee; $1,500 escrow	
Minor Subdivision	$750 fee; $1,500 escrow	
Variance	$750 fee; $1,500 escrow	
Rezoning	$750 fee; $1,500 escrow	
Text Amendment	$750 fee; $1,500 escrow	
Vacation of Property	$750 fee; $1,500 escrow	
Home Occupation	$400 fee; $1,000 escrow	

Commercial Applications

Fee Description	Amount	Notes
Conditional Use Permit	$1,500 fee; $3,500 escrow	
Interim Use Permit	$1,500 fee; $3,500 escrow	
Site Plan	$1,500 fee; $3,500 escrow	
Minor Subdivision	$1,500 fee; $3,500 escrow	
Variance	$1,500 fee; $3,500 escrow	
Rezoning	$1,500 fee; $3,500 escrow	
Text Amendment	$1,500 fee; $3,500 escrow	
Vacation of Property	$1,500 fee; $3,500 escrow	

Residential/Commercial/Office Planning & Zoning Application

Fee Description	Amount	Notes
Preliminary Plat	$1,000 fee; $3,500 escrow	
Subdivision Application	$1,000 fee; $3,500 escrow	
Rezoning	$1,000 fee; $3,500 escrow	
Comprehensive Plan Amendment	$1,000 fee; $3,500 escrow	
Planned Unit Development	$1,500 fee; $3,500 escrow	
Final Plat	$750 fee; $3,500 escrow	

Planning & Zoning

Grading and Excavation

Fee Description	Amount	Notes
25-99 Cubic Yards	Permit required; $100.00 fee	
100-999 Cubic Yards	$500 fee	
>1,000 Cubic Yards	$1,000 fee; escrow or surety bond in amount of 150% of land alteration costs	

Park Dedication

Fee Description	Amount	Notes
Park Dedication Fee (Residential)	10% of land value of development but minimum of $3,750 per unit and max of $8,000 per unit	In lieu of land dedication of 10% of land- determined by City
Park Dedication Fee (Other)	10% of land value of development	In lieu of land dedication of 10% of land- determined by City

Signage

Fee Description	Amount	Notes
Permanent Signage Permit	$250 fee	Building permit also required - based on valuation. City Planner to inspect sign upon completion.
Sign Package	$500 fee; $3,000 escrow	City Planner to inspect sign upon completion.
Temporary Signage Permit	$25 fee	

Public Safety

Fee Description	Amount	Notes
Police/Fire False Alarm (per calendar year) 1st 2nd 3rd 4th 5th & subsequent	 No Cost $100 $200 $350 $500	
Dog Impound	$35	Plus cost of shelter contract
Hunting Permit	$10	City Code 6-64

Lift Assist Service Call

Fee Description	Amount
1 to 5 service calls within a 1-year period	$250.00 per service call
6 to 8 service calls within a 1-year period	$500.00 per service call
9 or greater service calls within a 1-year period	$850.00 per service call

Overweight Vehicle Violation ***(permit fees found in Administration section above)***

Fee Description	Amount	Notes
Total Gross Excess Weight 1,000 pounds or less	1 cent per pound for each pound in excess of the legal limit	
Total Gross Excess Weight more than 1,000 pounds, but not more than 3,000 pounds	$10.00 plus 5 cents per pound for each pound in excess of 1,000 pounds	
Total Gross Excess Weight more than 3,000 pounds, but not more than 5,000 pounds	$110.00 plus 10 cents per pound for each pound in excess of 3,000 pounds	
Total Gross Excess Weight more than 5,000 pounds, but not more than 7,000 pounds	$310.00 plus 15 cents per pound for each pound in excess of 5,000 pounds	
Total Gross Excess Weight more than 7,000 pounds	$610.00 plus 20 cents per pound for each pound in excess of 7,000 pounds	

Utilities

The quarterly utility billing and other utility fees will be update in the first quarter of each year.

Quarterly Utility Billing

State Water Testing Fee	$3.81		Statute 444.075
Water Treatment Plant Charge			
Residential	$ 25.00		
Commercial	$ 30.00		
	Within the City	***Outside the City****	** a 45% surcharge will charged to properties outside the City limits as calculated here.*
Water Fixed Fee	$ 13.22	$ 19.17	
Water Volume Charges*			* per 1000 gallons
Up to 6,000 gallons	$ 9.44	$ 13.69	
6,001 – 12,000 gallons	$ 9.91	$ 14.37	
12,001 – 24,000 gallons	$ 10.38	$ 15.05	
24,001 gallons and above	$ 11.43	$ 16.57	
Sewer Fixed Fee	$ 100.54		
Sewer Volume Charges*			* Based on Quarter 1 water use per City Code 9-74.
Up to 6,000 gallons	$100.54– Fixed Fee Only		
6,001 gallons and above	$ 8.29 per 1000 gallons		
Failure to Comply 9-74 6 (b) Surface water drain system	$500.00 per Quarter		
Storm Water Fees Undeveloped or Vacant Land Single- & Two-Family Res. Multi-Family Residential Church & Institutional Mixed Use (Comm./Retail) Industrial or Office Park	 $ 56.62 per acre $ 12.46 per lot $ 75.49 per acre $ 56.62 per acre $ 113.23 per acre $ 113.23per acre		

Other Utility Fees

Fee Description	**Amount**	**Notes**
Inflow & Infiltration Violation	$500 per quarter	
Overdue/Unpaid Bills	Outstanding balance + 10% Penalty Fee	
Sewer Access Charge MCES Charge City Charge	 $2,485 per unit $800 per unit	
Water Access Charge Within the City Outside the City	 $3,000 per unit $7,500 per unit	
Water Meter	Cost	
Meter Testing	Cost of Test, plus staff time	
Damaged Water Meter	$60 plus staff time & material	
Damaged Curb Stop	$100 plus staff time & material	
Damaged Hydrant	Cost	
Damaged Water Main	Cost	
Private Hydrants Flushing	$75 per hydrant annually	
Temporary Hydrant Meters (per permit period) Deposit	$125.00 plus volume charges ($22.00 per 1,000 gallons) $2000	

Water or Sewer Disconnect/Restart	$60	
Sanitary Sewer Lateral Repair Permit	$50	
Water Line Repair Permit	$50	
Utility Assessment Penalty	$150	

(Ordinance Summary)

ORDINANCE NO. 2026-351

CITY OF MAPLE PLAIN

AN ORDINANCE AMENDING
THE CITY OF MAPLE PLAIN FEE SCHEDULE FOR 2026

The above-referenced Ordinance adopts the 2026 fee schedule and repeals all other fee schedules previously adopted by the City Council. This summary is adopted pursuant to Minn. Stat. § 412.191, Subd. 4.

A printed copy of the entire Ordinance is available for inspection and copying at the Maple Plain City Hall located at 5050 Independence St., Maple Plain, Minnesota, 55359.

Dated: _____, 2026

_____
Jacob Schillander, City Administrator

Executive Summary

City Council Business Meeting

AGENDA ITEM:	1800 Pioneer Creek Center Project
PREPARED BY:	Jacob Schillander, City Administrator Mark Kaltsas, City Planner

RECOMMENDED ACTION: 3 Motions

1. **Motion to Approve Ordinance 2026-352 An Ordinance Amending Section 10-453 Of the Maple Plain City Code to Add a Definition for Office Campus**
2. **Motion to Approve Ordinance 2026-352 Summary Publication**
3. **Motion to Approve Resolution 2026-0323-11 1800 Pioneer Creek Center Site Plan Approval**

Summary

Please review the report from the City Planner.

City of Maple Plain

Request by Parker Smith/Smith Co. Management for Site Plan Review and an Ordinance Amendment to Allow the Re-use of the Existing Building for the Properties Located at 1800 Pioneer Creek Center

To:	City Council
From:	Mark Kaltsas, City Planner
Meeting Date:	March 23, 2026
Applicant:	Park Smith/Smith Co. Management
Owner:	Pioneer Creek LTD
Location:	1800 Pioneer Creek Center

Request:

Parker Smith/Smith Co. Management (Applicant) Pioneer Creek LTD (Owner) request that the City consider the following actions for the properties located at 1800 Pioneer Creek Center (PID No.s 23-118-24-41-0004 and 23-118-24-41-0010):

a. A proposed text amendment to Article 4. – Zoning, Sec. 10-453. – Definitions. The text amendment will consider the establishment of a definition for "Office Campus" which is currently referenced as a permitted use in the I-Industrial zoning district but not defined in the ordinance.

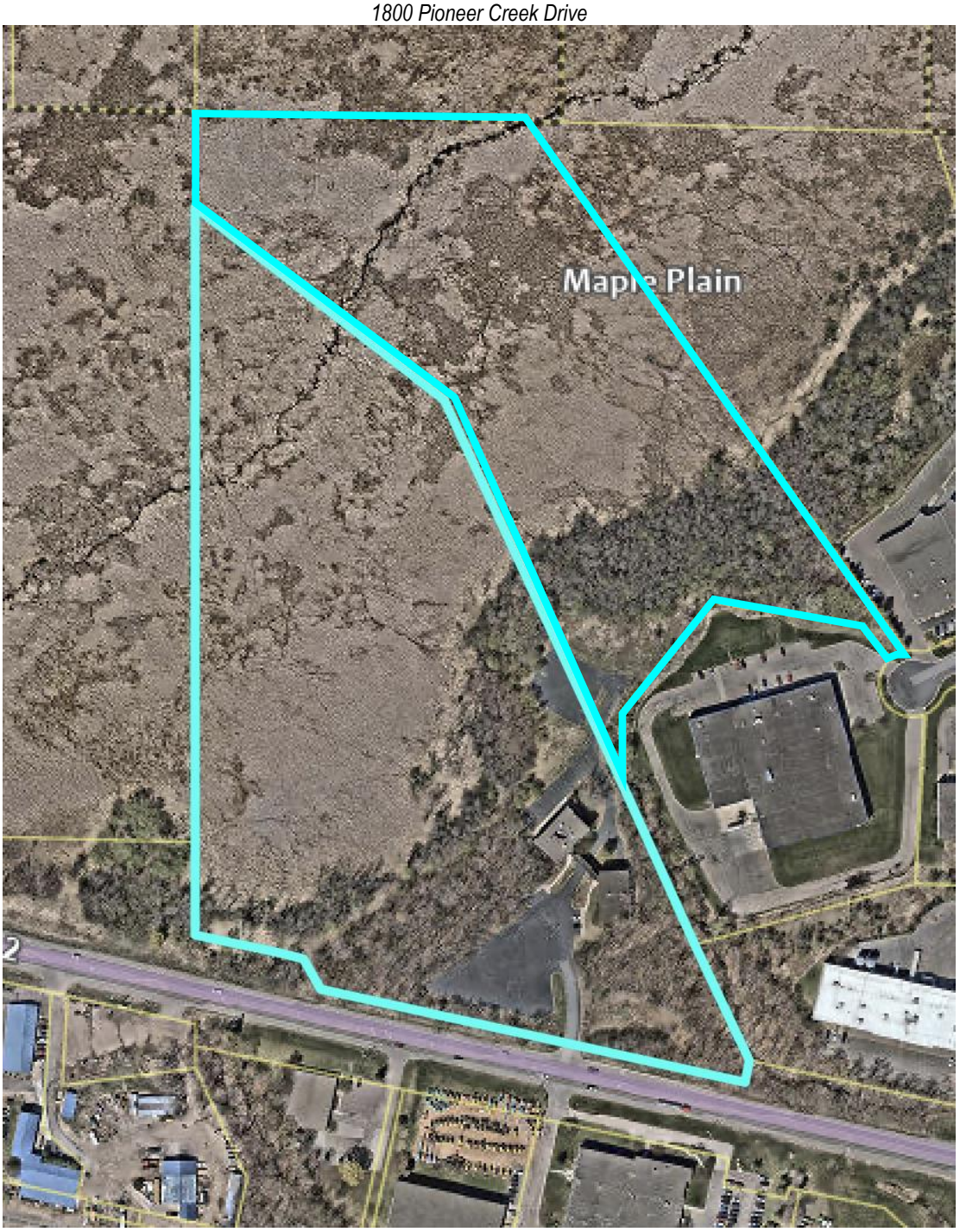
b. Site plan review to consider the redevelopment of the property from a single use corporate office into a multi-tenant mixed-use office campus.

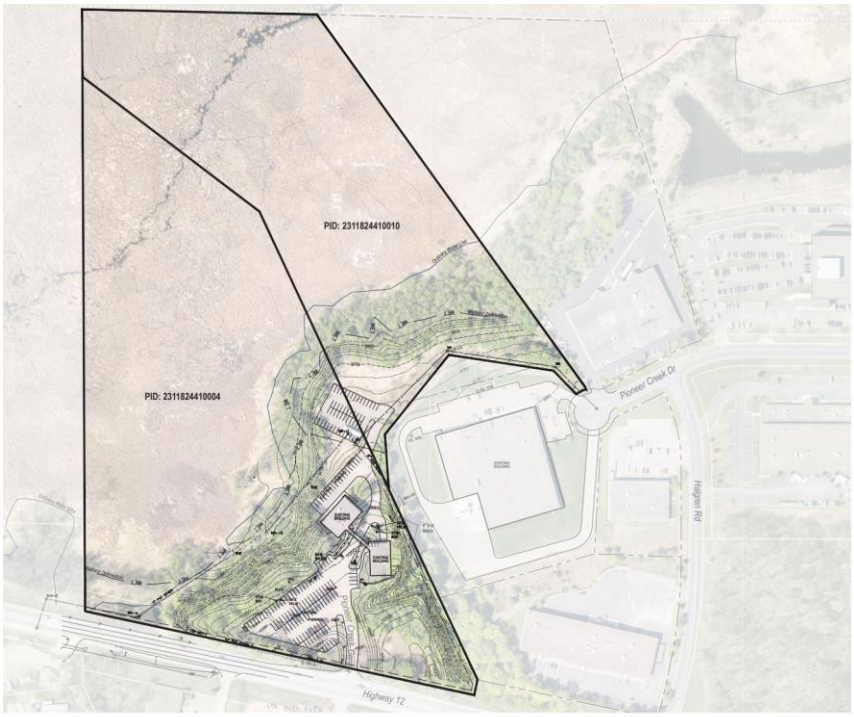
Property/Site Information:

The properties are located just north of Highway 12 and west of County Road 83. The properties have an existing office building and associated parking lot. The unaddressed property to the east has a portion of one of the existing parking lots and no structures. The properties have the following characteristics:

1800 Pioneer Creek Center
Zoning: *I - Industrial*
Comprehensive Plan: *Industrial*
Acreage: 19.94 (west Parcel) and 13.15 (east parcel) *Acres*

1800 Pioneer Creek Drive





Existing Conditions	
PID 2311824410010	
Total Parcel Area	13 Acres
Net Developable	2 Acres
PID 2311824410004	
Total Parcel Area	20 Acres
Net Developable	7 Acres
Existing Building Type	Office
Building Footprint	10,950 Sq. Ft.
Parking Provided	165



D F O R M

Existing Conditions
MASSING ALTERNATIVES FOR WENCK CAMPUS • Maple Plain, MN
03.20.2020

Discussion:

The applicant has a purchase agreement to acquire the existing office building from the current owner. The applicant approached the city about their plans to re-use the existing building. The applicant would like to convert the existing building from a single tenant office building into a multi-tenant building that would allow for a wider variety of permitted uses than just office. The city discussed this request further with the applicant and noted that the existing building and property is zoned and guided I-Industrial. Within the I-Industrial zoning district, the city permits a variety of uses including "Office Campus". The city's ordinance does not further define "Office Campus" in the I-Industrial zoning district or within the overall Zoning Ordinance definitions.

The city further discussed the proposed uses that were described by the applicant along with the concept of having a multi-tenant office/multi-use building and believes that the city could consider an amendment to the zoning ordinance which would provide a definition of "Office Campus" that could include a wider variety of uses.

Ordinance Amendment:

Defining "Office Campus" in §10-453 provides a uniform, citywide interpretation applicable wherever the use is listed, reducing ambiguity for applicants, staff, and the public. Staff prepared a draft ordinance that can be considered by the Planning Commission and would allow for the proposed re-use of the existing building.

The proposed definition maintains the district's employment character by (1) keeping office as the principal use, (2) limiting ancillary uses to 50% of GFA, and (3) prohibiting outdoor storage and manufacturing

beyond incidental lab/prototype functions within campus buildings. It would also stipulate that recreation/childcare elements must submit circulation, parking, and noise-mitigation plans at the site-plan stage.

Key elements of the proposed definition are as follows:

> "Office Campus." A master-planned or unified development, under single ownership or coordinated ownership/control, that is principally comprised of office uses (including general office, professional office, and medical office) within two or more buildings or within a single building designed to function as a multi-tenant campus, together with on-site circulation, shared parking, and common open space or amenities.
>
> An Office Campus may include the following permitted uses:
>
> - Office and medical: general administrative offices; professional services (e.g., legal, accounting, architecture, engineering, technology); medical, dental, pet care and allied health clinics.
>
> - Childcare: daycare or early childhood facilities sized to serve campus users and the immediate area.
>
> An Office Campus may include the following accessory uses:
>
> - Boutique retail and personal service: small-format retail and personal service uses such as jewelry sales, specialty goods, spa and wellness services, and similar shops oriented toward the day-to-day needs of campus users.
>
> - Recreation and fitness: indoor, low-impact recreational and training facilities, such as golf simulators, indoor sports training facilities, and fitness/weight training clubs.
>
> - Food and amenity services: cafés, coffee shops, small eateries, and shared meeting, conferencing, or co-working amenities intended to support the campus.
>
> *Accessory Floor Area Limits.*
> Accessory uses listed above may occupy up to 50 percent of the total gross floor area of the Office Campus, unless a higher percentage is approved by the City through a conditional use permit

Site Plan Review:
In addition to the requested ordinance amendment, the city requires changes in commercial use to apply for site plan review. The site plan review process allows the city to consider things such as parking, lighting, uses, etc. of an existing building.

The city reviewed the proposed existing building and would note the following:

- Existing building square footage (2 buildings connected by a “skyway”: 37,000 SF
- There are four (4) stories in the west building and three (3) stories in the east building
- Parking Spaces – 165 parking spaces in the two surface lots
- 9,000 SF of the east building is currently occupied
- Each floor (either side) is approximately 5,500 SF (floor plans attached).

Access Road:
The applicant is proposing to connect the existing buildings/parking lots to Pioneer Creek Drive via a new access drive that will be constructed wholly on the subject parcel. The east parcel currently has frontage on the cul-de-sac of Pioneer Creek Drive. The city has noted that there are a handful of existing trees that will need to be removed to install the proposed access road. The city has reviewed the condition of the trees to be removed and noted that they would fall into a dead/dying/diseased category or non-significant tree. The city will require the applicant to stake the access road construction limits and will complete a final review of the existing trees to be removed in the field.

Parking calculations:
The current site has 165 parking spaces. The city’s ordinance requires one (1) parking space for each 250 SF of office area (37,000/250 = 148 parking spaces). The city requires the same level of parking for retail establishments. Based on the proposed multi-tenant use, the existing parking is adequate to support the uses. The city would note that the existing parking spaces would need to be crack sealed and re-striped as a condition of the approval.

Lighting Plans:
The existing parking lot is illuminated with exterior pole lighting. The city has noted that the existing lighting should be brought into compliance with applicable standards. The applicant has prepared a lighting plan that shows the existing lighting and proposed lighting for the new access road connecting to Pioneer Creek Drive. The applicant has also provided lighting cut sheets showing a new and compliant light fixture for the existing and proposed poles.

Engineering Review:
The city’s engineer has reviewed the proposed plans for the new access drive and reviewed the existing site conditions. They noted that no additional stormwater is required as a result of the proposed access road construction. The engineer has provided minor comments to the applicant relating to the proposed improvements. The city’s engineer also did a site inspection and reviewed the condition of the existing parking lots. They provided the comments relating to crack sealing and striping the existing parking lots.

Fire Department Review:
The Fire Department had no comments relating to the proposed use. The applicant will work with the city on updating knox boxes on the buildings.

The city is being asked to consider approval of a site plan review and text amendment to allow the re-use of the existing office building. The proposed new use would be a multi-tenant office campus that would provide a wide variety of potential uses. The existing building has been for sale for many years since the departure of Wenck Engineering. There has been interest, however, the large size of the building and

general decrease in "corporate" campuses use has not yielded any new users for the property. It is anticipated that the re-use of this building into smaller spaces will increase the number and type of businesses and services for the city. The proposed text amendment is believed to provide the clearest path to allowing the type of uses proposed and providing clarity to the zoning ordinance for the existing permitted use.

Neighbor Comments:

The City has not received any written or oral comments regarding the proposed site plan or variance.

Planning Commission Discussion and Comments:

Planning Commissioners reviewed and discussed the applications. Commissioners liked the concept of maintaining the property as a part of the I-Industrial district but did discuss other options such as rezoning the property to a different land use category. Commissioners discussed the concept of office campus and considered how many additional properties/buildings zoned I-Industrial would fall into this category. Staff noted that there are a handful of buildings, but it is limited. Commissioners discussed that this trend in the repurposing of large single use office buildings is going to continue. Commissioners discussed the concept of having a maximum percentage of the building being maintained as "office". Commissioners noted that 50% felt like the right minimum level and noted that if a property owner wanted to change, the ordinance provided a way to accomplish that by City Council approval. Commissioners discussed daycare as a use and decided that it should be considered a permitted use and was complimentary to office uses. Commissioners also noted and discussed the idea that an *Office Campus* should be under single ownership and asked staff to make that clear in the ordinance. Commissioners recommended approval of the proposed ordinance amendment and site plan review.

Recommendation:

The Planning Commission recommended approval of the applications for Site Plan Review and a Text Amendment with the following findings and conditions:

1. The proposed site plan review and text amendment meets all applicable conditions, criteria and restrictions stated in the City of Maple Plain Zoning and Subdivision Ordinance.

2. City Council approval of the proposed site plan, and text amendment will be subject to the following conditions:

    a. The Applicant shall make all revisions as directed by the Planning Commission and planning staff.

b. The Applicant shall comply with all comments made by the City's engineer relating to the storm water and grading plans.

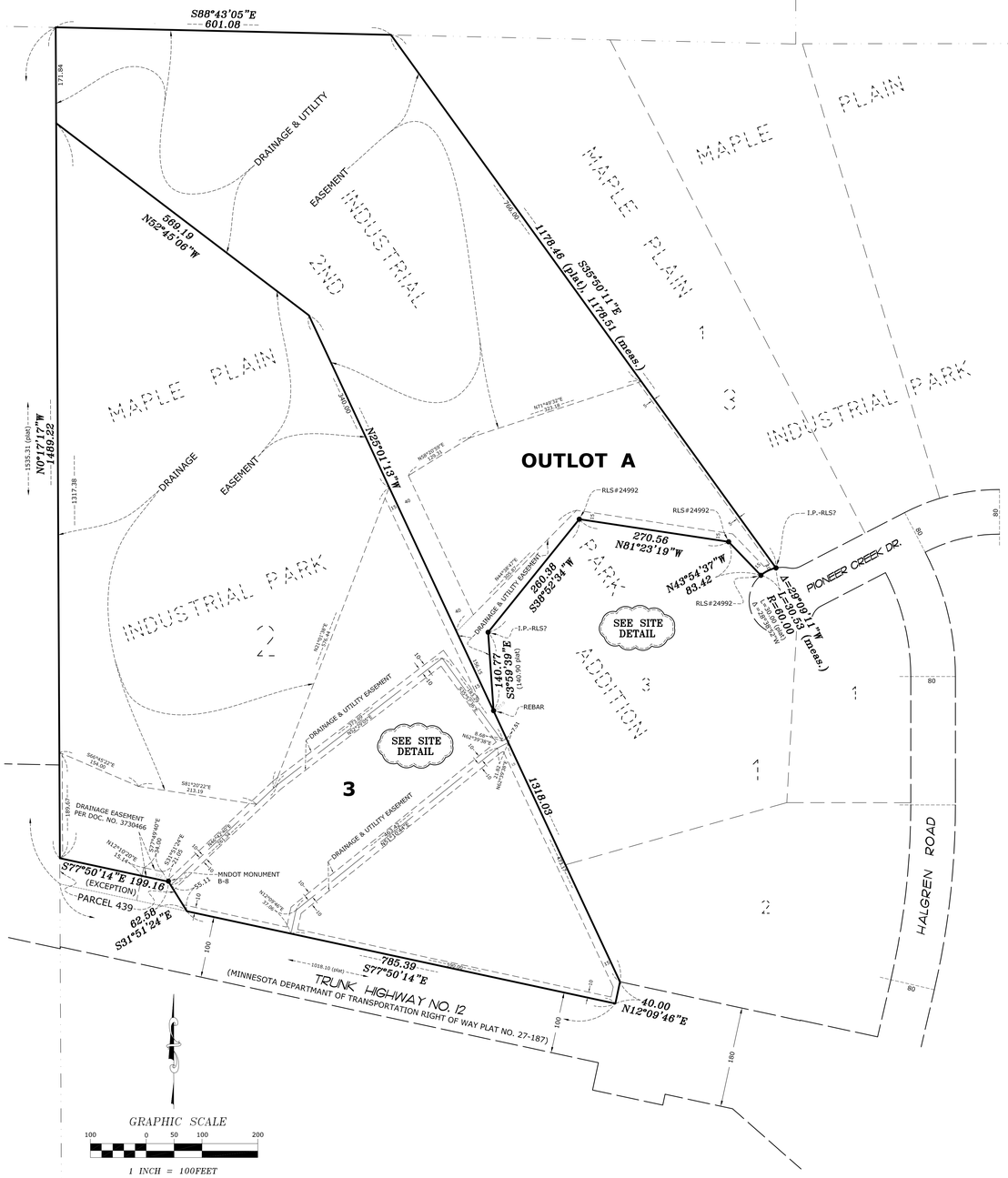
c. The Applicant shall address all comments provided by the City's Fire Chief.

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

Attachments: Approving Resolution – Site Plan Review
Ordinance Amendment
Summary Ordinance
Application
Site Plan
Grading Plan, Stormwater and Utility Plan
Lighting Plans
Floor Plans
Approving Resolution
Ordinance Amendment

CERTIFICATE OF SURVEY

~for~ SMITH COMPANY MANAGEMENT
~of~ 1800 Pioneer Creek Center
Maple Plain, Minnesota 55359



PROPERTY DESCRIPTION:

(per Certificate of Title No. 867560)

Lot 3, Block 2, MAPLE PLAIN INDUSTRIAL PARK, Hennepin County, Minnesota.
EXCEPT Parcel 439 of Minnesota Department of Transportation Right of Way Plat No. 27-187.
AND
Outlot A, MAPLE PLAIN INDUSTRIAL PARK 2ND ADDITION, Hennepin County, Minnesota.

NOTES

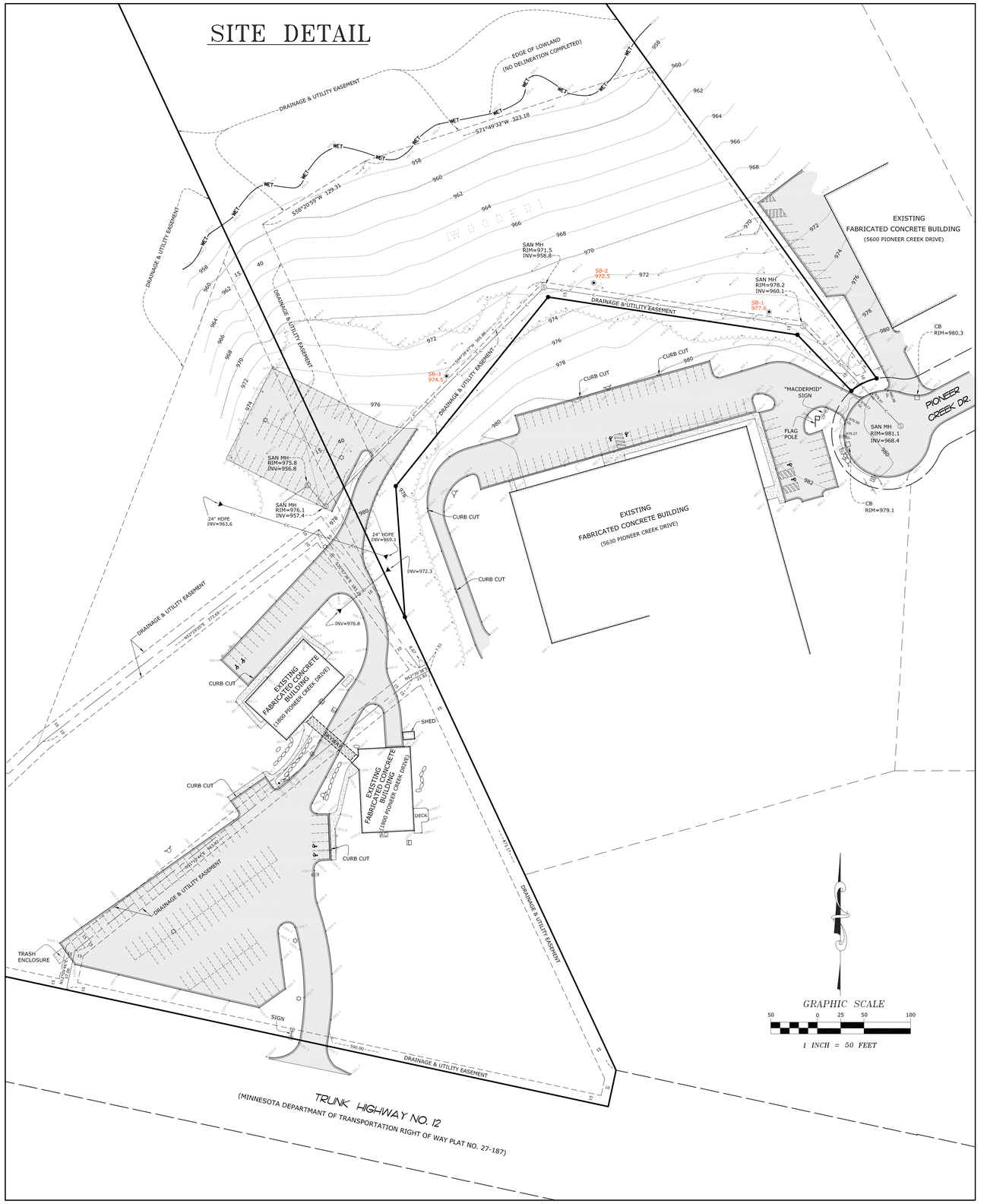
- Field survey was completed by E.G. Rud and Sons, Inc. on 10/10/25 & 11/14/2025.
- Bearings shown are on Hennepin County datum.
- Parcel ID Number: 23-118-24-41-0004.
- Total Parcel Area: 19.94 Acres.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES SANITARY SEWER MANHOLE
- DENOTES CATCH BASIN
- DENOTES STORM SEWER APRON
- DENOTES FIBER OPTIC BOX
- DENOTES HAND HOLE
- DENOTES HYDRANT
- DENOTES LIGHT POLE
- DENOTES MAILBOX
- DENOTES SIGN
- DENOTES SOIL BORING. (BY OTHERS)
- x 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING CONTOURS
- DENOTES TREE LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- WET DENOTES WETLAND BOUNDARY
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES RETAINING WALL

BENCHMARK

BENCHMARK:MNDOT GSID STA.# 11889
STATION NAME: Y 117 RESET
ELEVATION: 1013.66 (N.A.V.D. 1988)



E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com

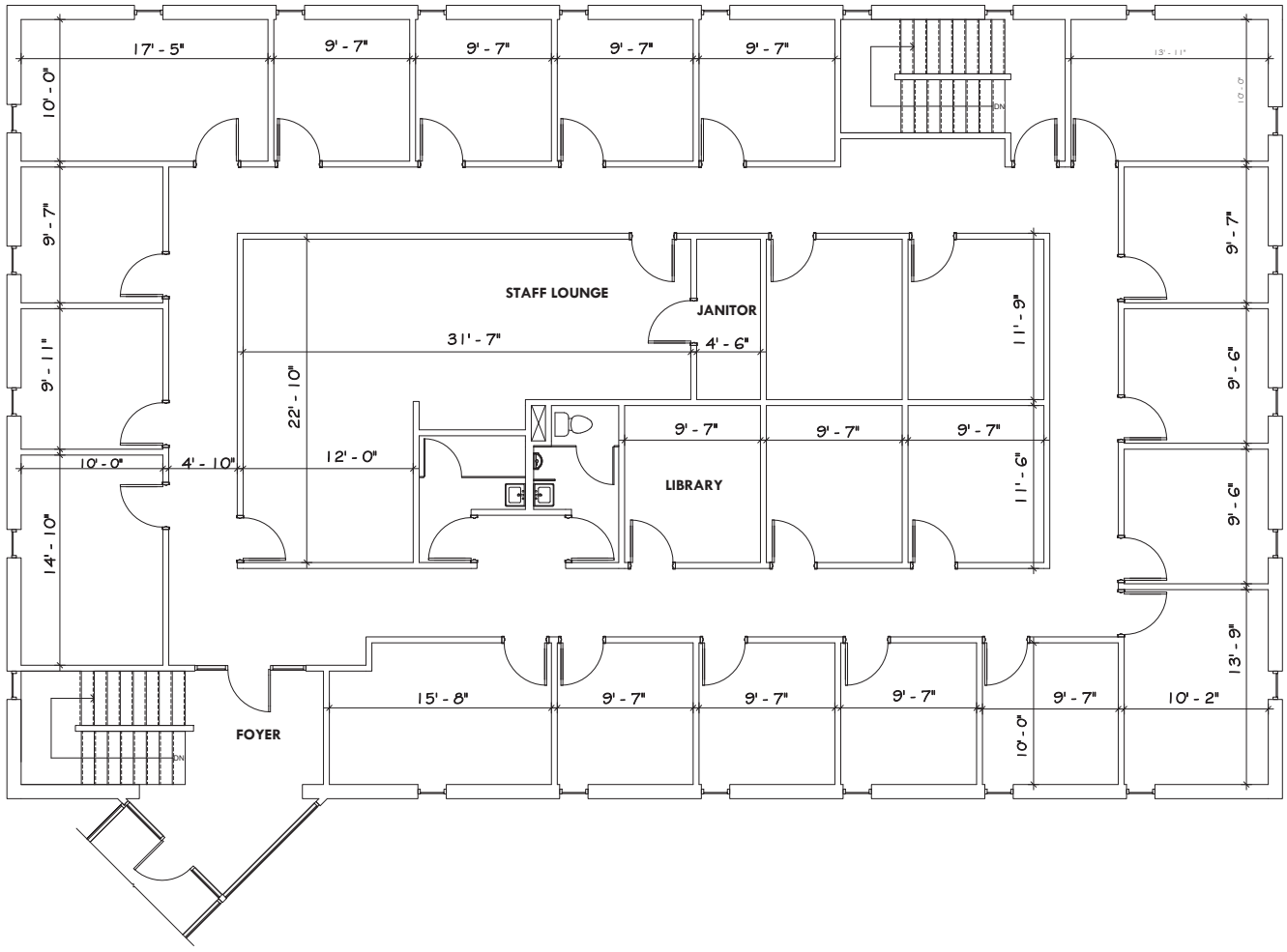
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

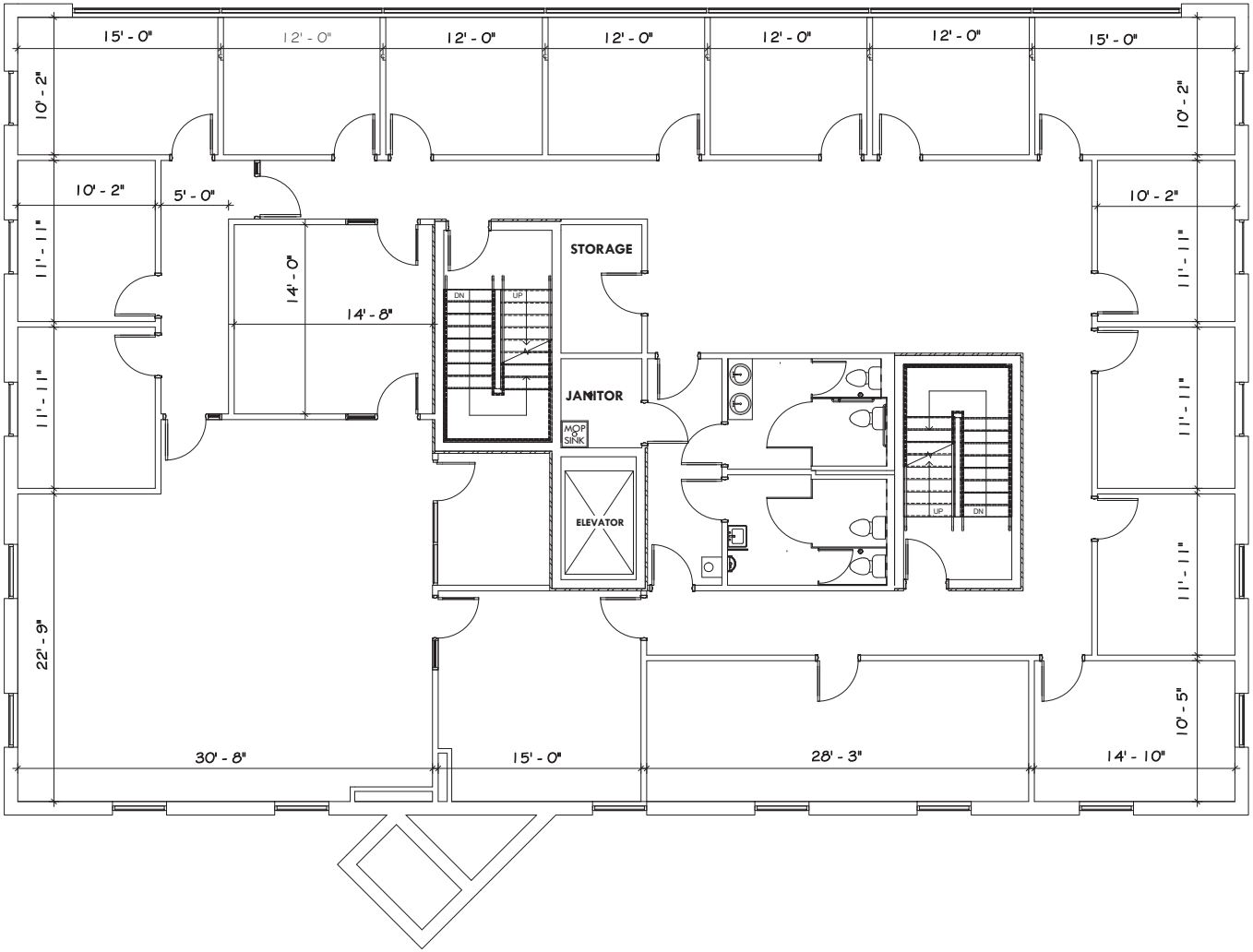
JASON E. RUD
Date: October 27, 2025 License No. 41578

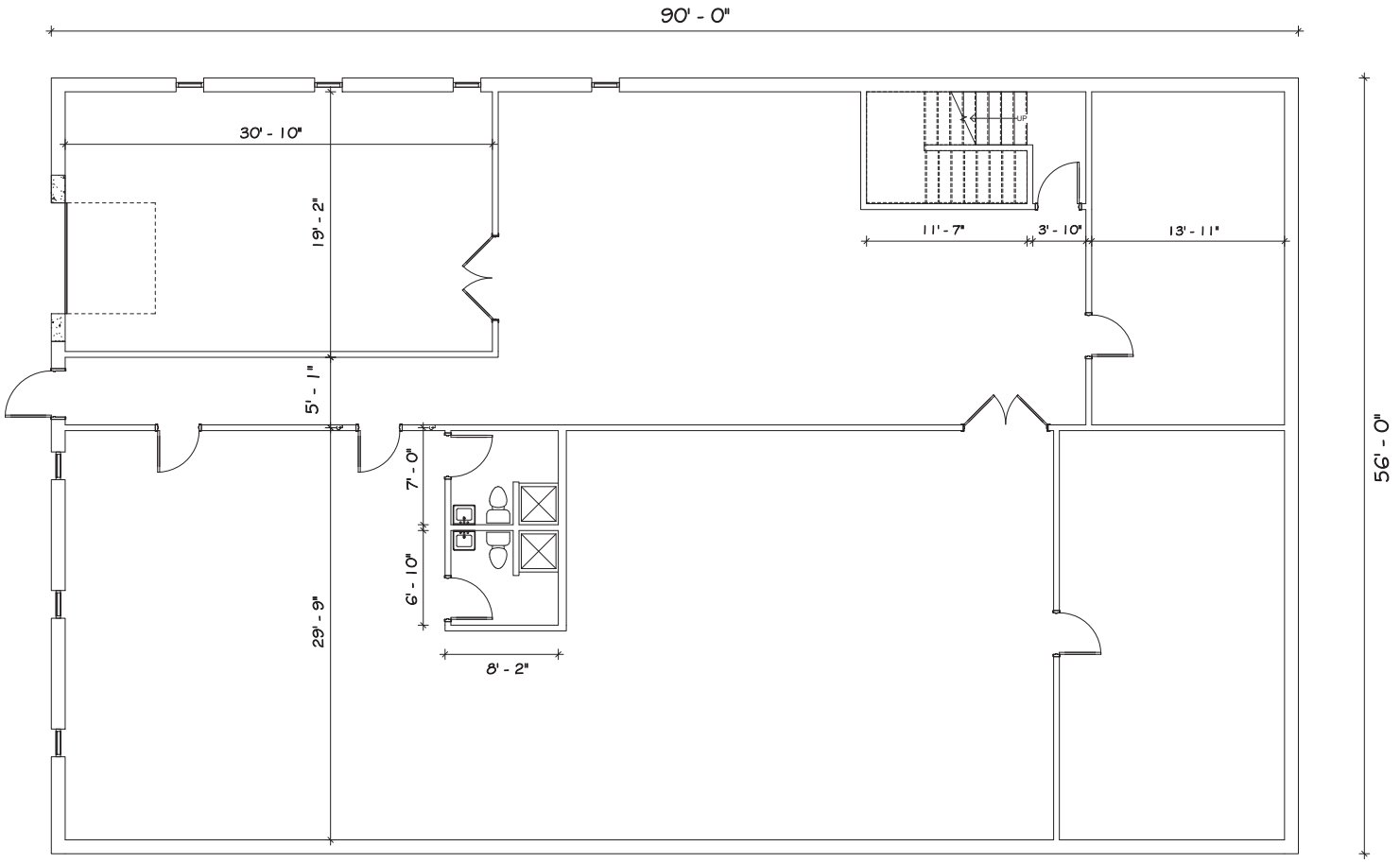
DRAWN BY: CJT	JOB NO: 25.1040BT	DATE: 10/21/25
CHECK BY: JER	FIELD CREW: BH / BJ	
1	11/17/25	ADD ADDITIONAL TOPOGRAPHY	CJT
2			
3			
NO.	DATE	DESCRIPTION	BY

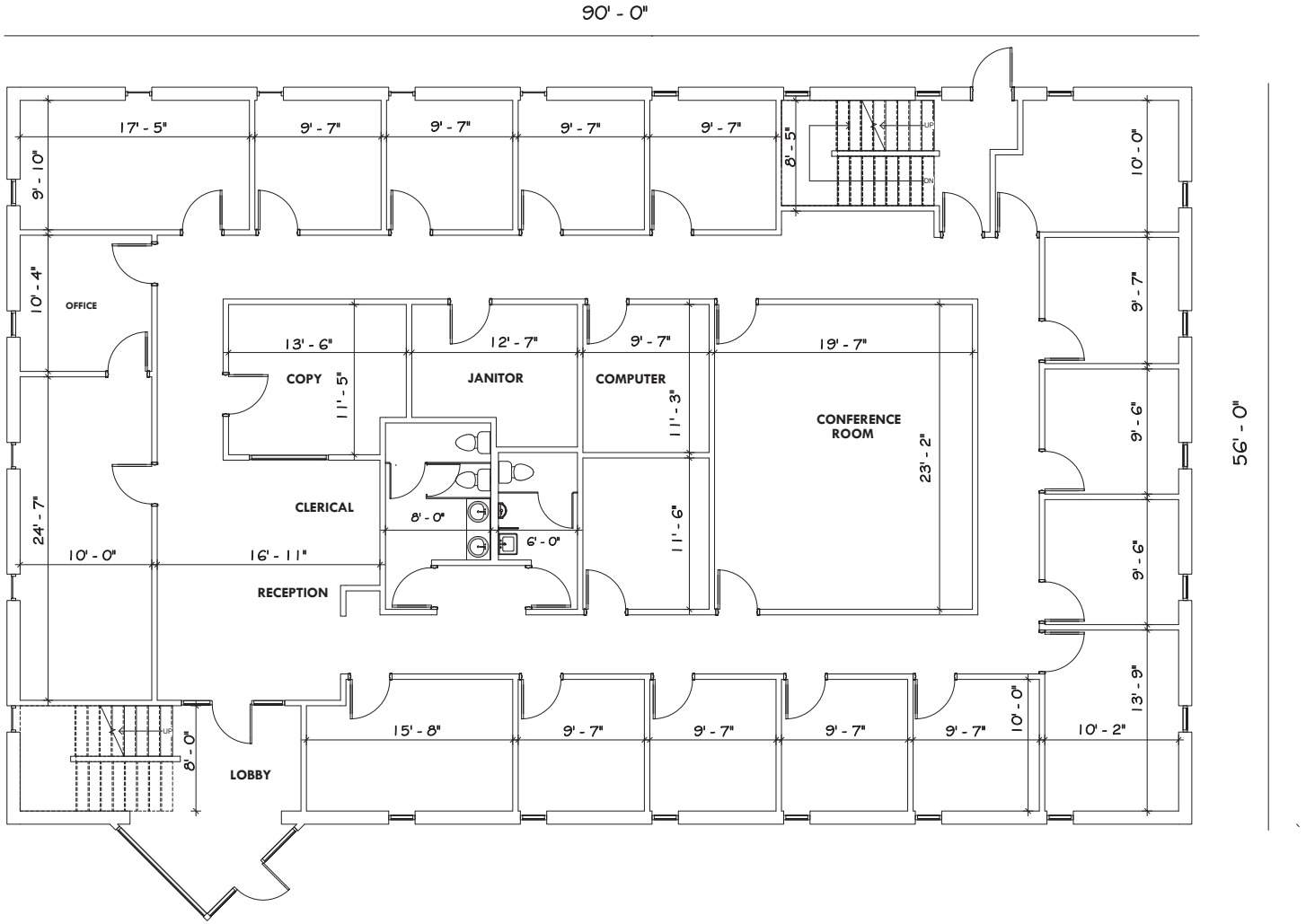
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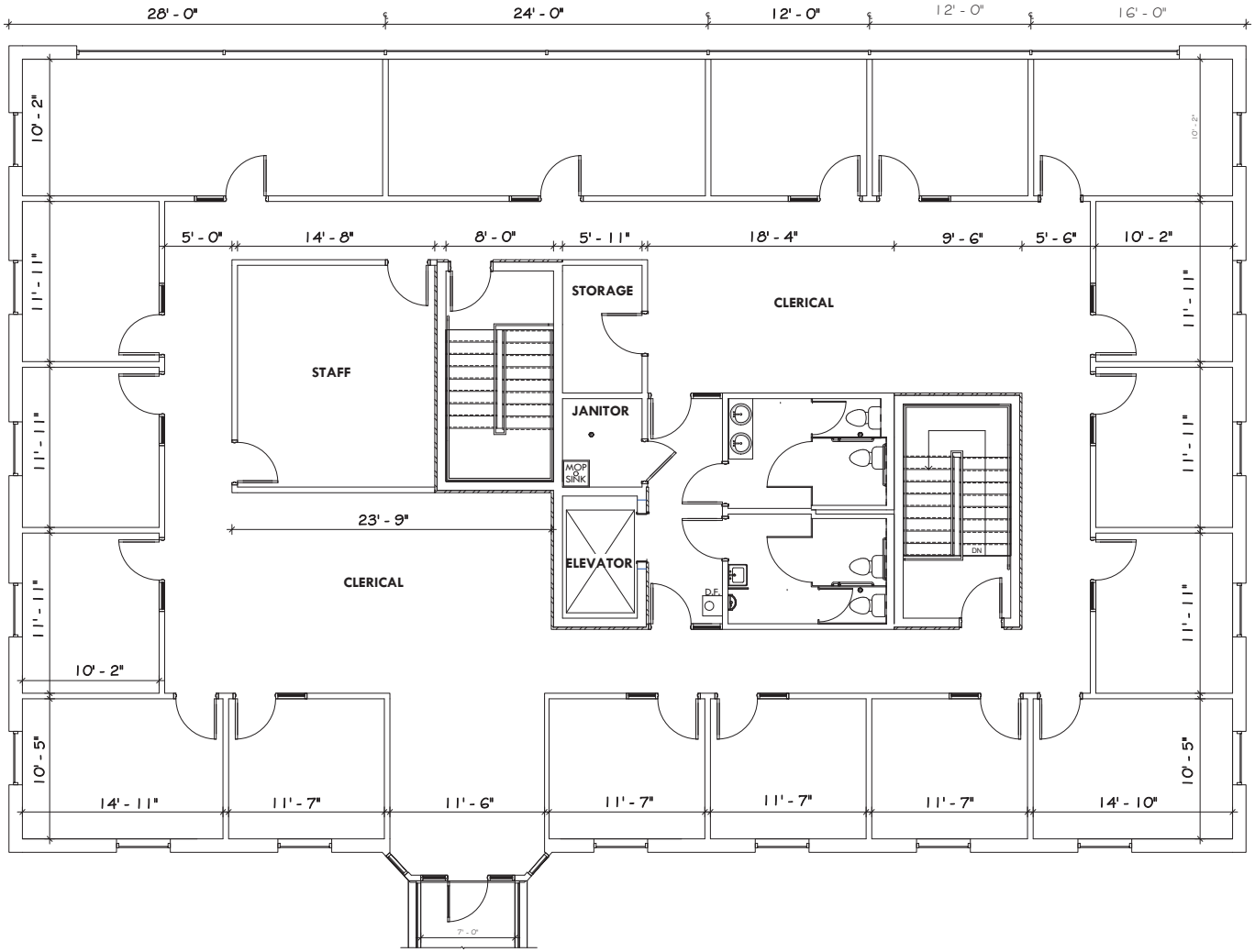
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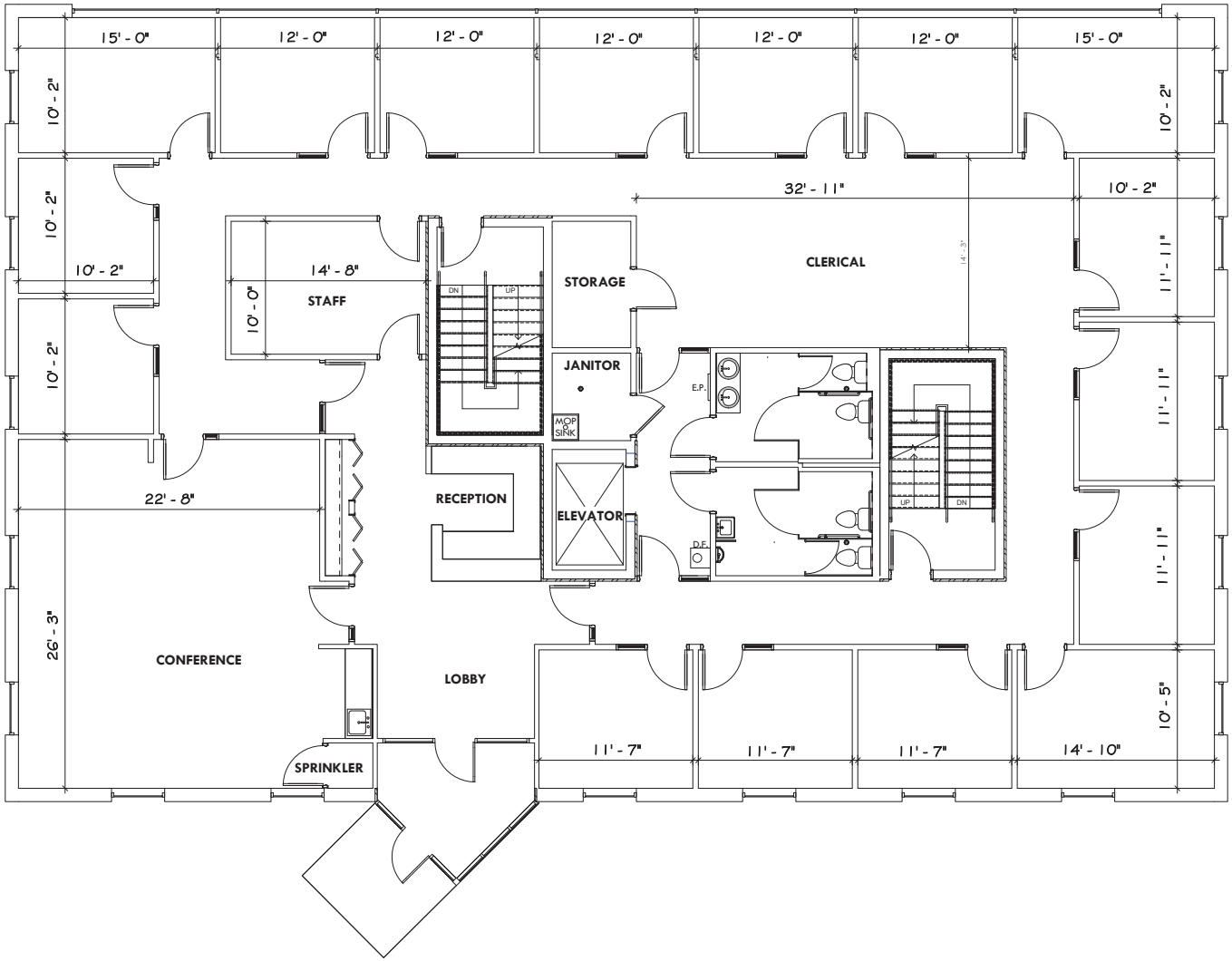

17' - 5"
9' - 7"
9' - 7"
9' - 7"
9' - 7"
10' - 0"
9' - 7"
9' - 11"
14' - 10"
10' - 0"
4' - 10"
STAFF LOUNGE
JANITOR
31' - 7"
4' - 6"
22' - 10"
12' - 0"
9' - 7"
9' - 7"
9' - 7"
LIBRARY
11' - 9"
11' - 9"
9' - 7"
9' - 6"
9' - 6"
13' - 9"
FOYER
15' - 8"
9' - 7"
9' - 7"
9' - 7"
9' - 7"
10' - 0"
10' - 2"
DN
DN

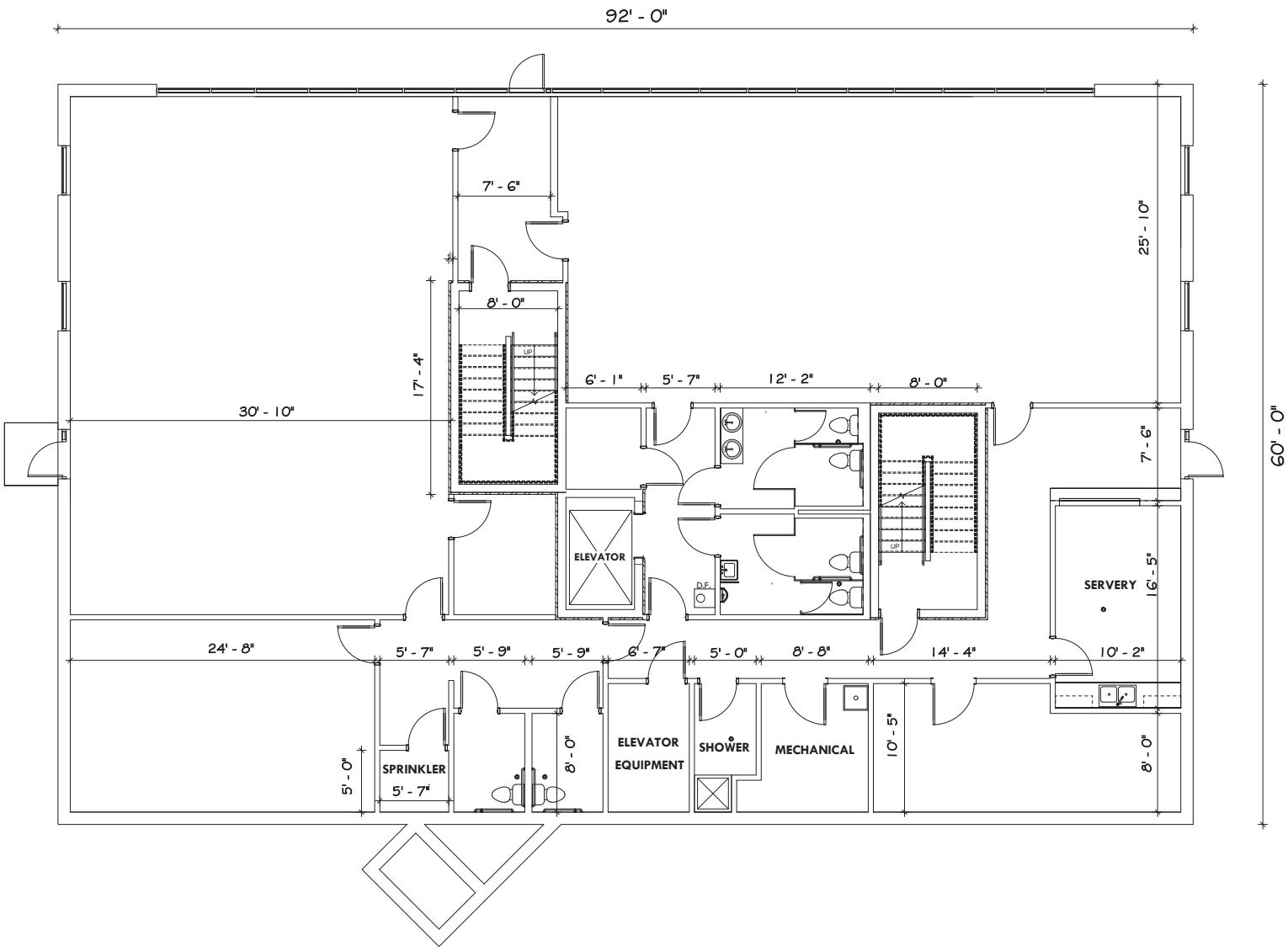

15' - 0"
12' - 0"
12' - 0"
12' - 0"
12' - 0"
12' - 0"
15' - 0"
10' - 2"
10' - 2"
10' - 2"
5' - 0"
10' - 2"
11' - 11"
14' - 0"
14' - 8"
STORAGE
DN
UP
JANITOR
MOP SINK
ELEVATOR
11' - 11"
11' - 11"
11' - 11"
11' - 11"
22' - 9"
10' - 5"
30' - 8"
15' - 0"
28' - 3"
14' - 10"


90' - 0"
30' - 10"
19' - 2"
5' - 1"
29' - 9"
7' - 0"
6' - 10"
8' - 2"
UP
11' - 7"
3' - 10"
13' - 11"
56' - 0"


90' - 0"
56' - 0"
17' - 5"
9' - 7"
9' - 7"
9' - 7"
9' - 7"
8' - 5"
10' - 0"
9' - 10"
10' - 4"
OFFICE
9' - 7"
13' - 6"
12' - 7"
9' - 7"
19' - 7"
COPY
11' - 5"
JANITOR
COMPUTER
11' - 3"
CONFERENCE ROOM
23' - 2"
9' - 6"
CLERICAL
8' - 0"
6' - 0"
11' - 6"
24' - 7"
10' - 0"
16' - 11"
RECEPTION
9' - 6"
13' - 9"
15' - 8"
9' - 7"
9' - 7"
9' - 7"
9' - 7"
10' - 0"
10' - 2"
8' - 0"
LOBBY


28' - 0"
24' - 0"
12' - 0"
12' - 0"
16' - 0"
10' - 2"
5' - 0"
14' - 8"
8' - 0"
5' - 11"
18' - 4"
9' - 6"
5' - 6"
10' - 2"
11' - 11"
STAFF
STORAGE
CLERICAL
JANITOR
MOP SINK
23' - 9"
ELEVATOR
CLERICAL
DN
D.F.
10' - 2"
10' - 5"
14' - 11"
11' - 7"
11' - 6"
11' - 7"
11' - 7"
11' - 7"
14' - 10"


15' - 0"
12' - 0"
12' - 0"
12' - 0"
12' - 0"
12' - 0"
15' - 0"
10' - 2"
10' - 2"
10' - 2"
10' - 2"
10' - 2"
10' - 2"
32' - 11"
14' - 8"
10' - 0"
STAFF
STORAGE
CLERICAL
JANITOR
MOP SINK
E.P.
D.F.
RECEPTION
ELEVATOR
UP
DN
22' - 8"
26' - 3"
CONFERENCE
LOBBY
SPRINKLER
11' - 7"
11' - 7"
11' - 7"
14' - 10"
11' - 11"
11' - 11"
11' - 11"
10' - 5"


92' - 0"
60' - 0"
25' - 10"
7' - 6"
8' - 0"
17' - 4"
30' - 10"
6' - 1"
5' - 7"
12' - 2"
8' - 0"
7' - 6"
ELEVATOR
D.F.
SERVERY
16' - 5"
24' - 8"
5' - 7"
5' - 9"
5' - 9"
6' - 7"
5' - 0"
8' - 8"
14' - 4"
10' - 2"
5' - 0"
SPRINKLER
5' - 7"
8' - 0"
ELEVATOR EQUIPMENT
SHOWER
MECHANICAL
10' - 5"
8' - 0"

1800 PIONEER CREEK CENTER PRIVATE DRIVE

TITLE SHEET, LEGEND, EXISTING CONDITIONS & REMOVAL PLAN

MAPLE PLAIN, MINNESOTA

LEGEND *

OHW — EXISTING OVERHEAD ELECTRIC	PROPOSED WATER PIPE
TEL — EXISTING UNDERGROUND TELEPHONE	PROPOSED SANITARY SEWER PIPE
CBL — EXISTING UNDERGROUND CABLE	PROPOSED STORM SEWER PIPE
EXISTING TELEPHONE PEDESTAL	PROPOSED DRAINTILE AND CLEAN-OUT
EXISTING ELECTRICAL PEDESTAL	ELEC — PROPOSED ELECTRIC SERVICE *
EXISTING CABLE PEDESTAL	GAS — PROPOSED GAS SERVICE *
EXISTING UTILITY POLE	TEL — PROPOSED TELEPHONE SERVICE *
EXISTING LIGHT POLE	PROPOSED STORM MANHOLE
EXISTING STORM SEWER	PROPOSED CATCH BASIN
EXISTING WATER MAIN	PROPOSED FLARED-END SECTION
EXISTING SANITARY SEWER	PROPOSED GATE VALVE
FM — EXISTING FORCEMAIN	PROPOSED HYDRANT
EXISTING STORM MANHOLE	PROPOSED SANITARY SEWER MANHOLE
EXISTING CATCH BASIN	928 / 930 — PROPOSED CONTOUR
EXISTING FLARED-END SECTION	920.60 — PROPOSED SPOT ELEVATION (GUTTERLINE, BITUMINOUS SURFACE, OR GROUND SURFACE UNLESS OTHERWISE INDICATED)
EXISTING GATE VALVE	S — PROPOSED SILT FENCE
EXISTING HYDRANT	4.0% — PROPOSED DIRECTION OF DRAINAGE
EXISTING WELL	PROPOSED BITUMINOUS
EXISTING SANITARY SEWER MANHOLE	PROPOSED FILTRATION MEDIA
928 / 930 — EXISTING CONTOUR	PROPOSED INLET PROTECTION
920.99 GG — EXISTING SPOT ELEVATION	PROPOSED HEAVY-DUTY PAVEMENT
907.42 BIT — EXISTING SPOT ELEVATION (MATCH INTO ELEVATION)	PROPOSED ENKAMAT
EXISTING BITUMINOUS	PROPOSED RETAINING WALL
EXISTING TREES	BITUMINOUS PAVEMENT REMOVAL
EXISTING TREE TO BE REMOVED	CONCRETE SIDEWALK REMOVAL
SURFACE DRAINAGE DIRECTION	PROPOSED CONCRETE SIDEWALK
x — EXISTING FENCE	
EXISTING RETAINING WALL	
WET — EXISTING WETLAND	

* NOT ALL SYMBOLS ARE APPLICABLE.

GENERAL NOTES

THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.

CALL "811" FOR EXISTING UTILITIES LOCATIONS PRIOR TO ANY EXCAVATIONS.

THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING SANITARY SEWER, STORM SEWER, AND WATER MAIN AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.

INSTALLATIONS SHALL CONFORM TO THE CITY STANDARD SPECIFICATIONS AND DETAIL PLATES.

ALL UTILITIES THAT WILL BE OWNED AND MAINTAINED BY THE CITY AFTER CONSTRUCTION SHALL BE BUILT TO CITY STANDARDS.

THE CONTRACTOR SHALL NOTIFY CITY PUBLIC WORKS DEPARTMENT A MINIMUM OF 24 HOURS PRIOR TO THE INTERRUPTION OF ANY SEWER OR WATER SERVICES TO EXISTING HOMES OR BUSINESSES.

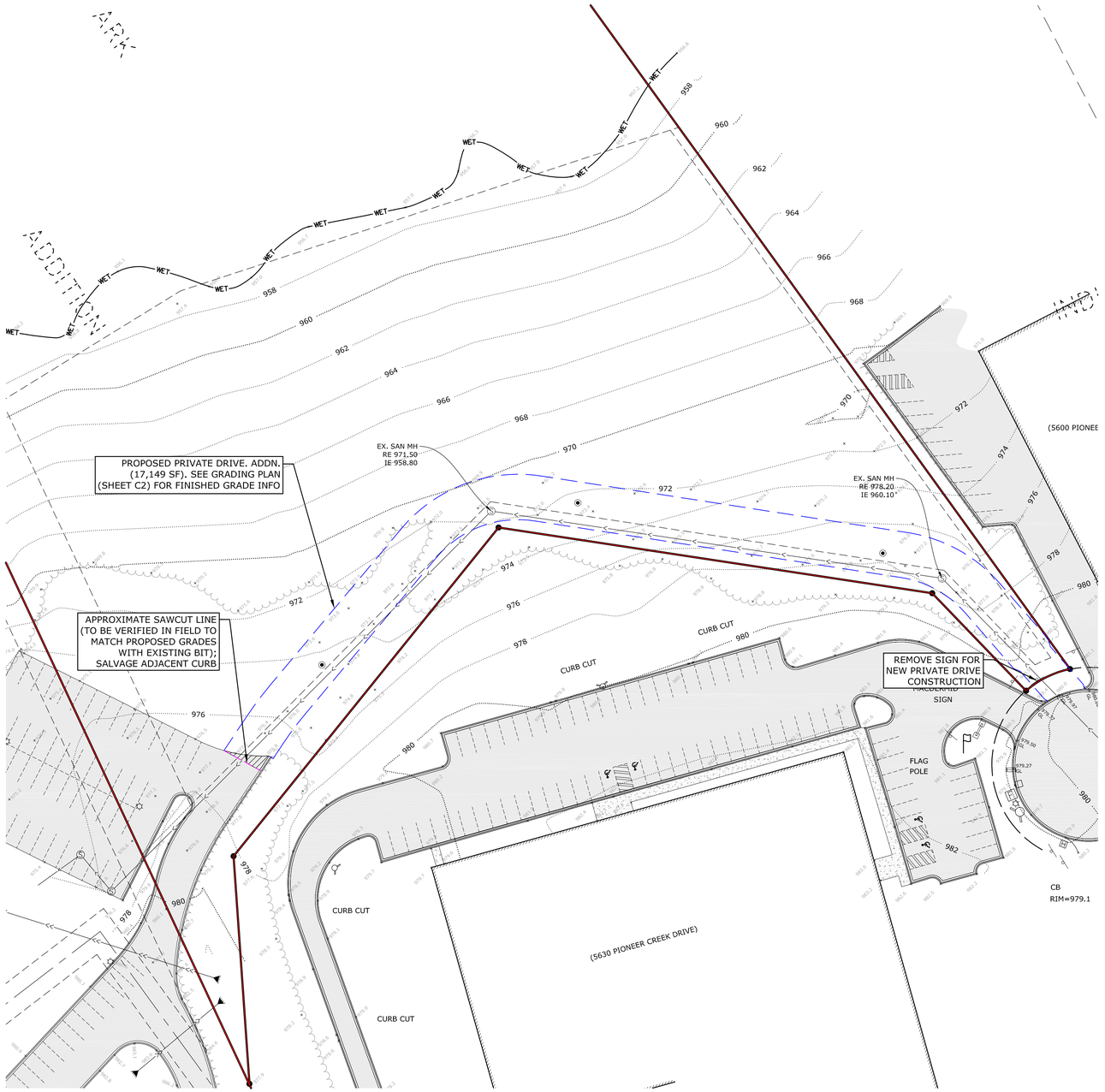
THE CONTRACTOR SHALL OBTAIN A RIGHT-OF-WAY PERMIT FROM THE CITY PRIOR TO ANY WORK.

STORAGE OF MATERIALS OR EQUIPMENT SHALL NOT BE ALLOWED ON PUBLIC STREETS OR WITHIN PUBLIC RIGHT-OF-WAY.

NOTIFY CITY A MINIMUM OF 48 HOURS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.

ALL ELECTRIC, TELEPHONE, AND GAS EXTENSIONS INCLUDING SERVICE LINES SHALL BE CONSTRUCTED TO THE APPROPRIATE UTILITY COMPANY SPECIFICATIONS. ALL UTILITY DISCONNECTIONS SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANY.

811 Call before you dig.



VICINITY MAP



NOT TO SCALE

SHEET INDEX

C0	TITLE SHEET, LEGEND, EXISTING CONDITIONS, & REMOVAL PLAN
C1.1	CIVIL SITE PLAN
C1.2	CIVIL SITE PLAN
C2	GRADING, DRAINAGE & EROSION CONTROL PLAN
C3	DETAILS & NOTES

DRAWN BY: M.Q.A. | DESIGN BY: Q.M.A.
CHCKD BY: M.Q.A. | PROJ. NO. 25-2220
ORIGINAL DATE: DECEMBER 12, 2025

DATE	REVISION DESCRIPTION

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.

QASEM M. ABUGHAZLEH
DATE: 12.12.2025 LIC. NO. 56299

1800 PIONEER CREEK CENTER PRIVATE DRIVE
MAPLE PLAIN, MINNESOTA
TITLE SHEET, LEGEND, EXISTING CONDITIONS, AND REMOVAL PLAN

PREPARED FOR:
PARKER SMITH

SITE PLANNING & ENGINEERING
PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NORTH
0 20 40
1 INCH = 40 FEET

C0

S:\Shared\cad\25proj\2220 1800 Pioneer Creek Private Drive (Maple Plain)\2220 CAD\2220 BASE.dwg 12/12/2025

OUTLOT A

EX. SAN MH
RE 971.50
IE 958.80

EX. SAN MH
RE 978.20
IE 960.10

24' PROPOSED
BITUMINOUS DRIVE W/
2' BIT. SHOULDERS
FOR BOTH EDGES

BEGIN 2' BIT. SHOULDER
ON BOTH EDGES

EXISTING
BITUMINOUS

2.0
PAVED
SHOULDER

FLAG
POLE

R30.0

24.0

7.1

3.7

19.1

20.3

17.5

3.2

30.0

Know what's **below.**
Call before you dig.

ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.

CIVIL SITE PLAN
1800 PIONEER CREEK CENTER

DRAWN BY:	DESIGN BY:
M.Q.A.	Q.M.A.
CHCKD BY:	PROJ. NO.
M.Q.A.	25-2220

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1800 PIONEER CREEK CENTER PRIVATE DRIVE
MAPLE PLAIN, MINNESOTA
CIVIL SITE PLAN

PREPARED FOR:
PARKER SMITH

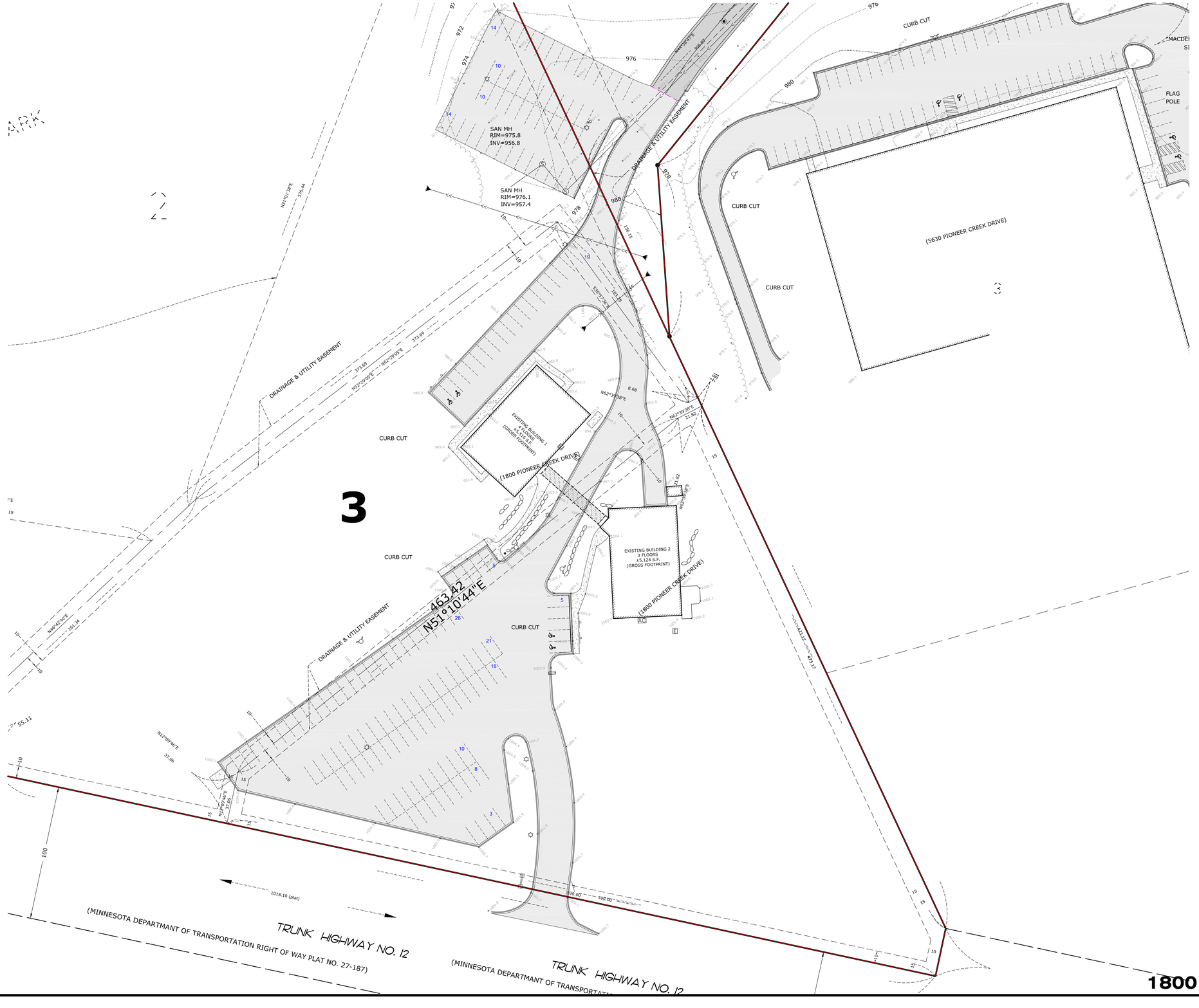
SITE PLANNING
& ENGINEERING
PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NORTH

0 15 30
1 INCH = 30 FEET

C1.1

S:\pltwork\civil\25prod\2220 1800 Pioneer Creek Private Drive (Maple Plain)\2220 CVD\2220 BASE 4.dwg 12/12/2025



GENERAL SITE INFORMATION:

LOT 1 SIZE (PID: 23-118-24-41-0004)	= 868,816 SF (19.945 ACRES)
LOT 2 SIZE (PID: 23-118-24-41-0010)	= 573,242 SF (13.160 ACRES)
BOTH LOTS:	
EXISTING IMPERVIOUS	= 89,349 SF (2.051 ACRES)
PROPOSED STREET ADDITION (WITHIN PARCEL)	= 16,815 SF (0.386 ACRES)
TOTAL IMPERVIOUS	= 106,164 SF (2.437 ACRES)
CURRENT ZONING	= INDUSTRIAL (I-1)
PROPOSED OCCUPANCY	= MIXED USE

BUILDING 1 (WESTERN BLDG):
5,516 SF GROSS AREA PER FLOOR; 4 FLOORS
PROPOSED PARKING DATA = 5,516 SF X 4 FLOORS = 22,064 SF

22,064 SF AT 1 STALL / 250 SF =

89 STALLS REQUIRED

BUILDING 2 (EASTERN BLDG):
5,124 SF GROSS AREA PER FLOOR; 3 FLOORS
PROPOSED PARKING DATA = 5,124 SF X 3 FLOORS = 15,372 SF

15,372 SF AT 1 STALL / 250 SF =

62 STALLS REQUIRED

TOTAL REQUIRED = 151 STALLS
TOTAL PROVIDED = 163 STALLS

Know what's below. Call before you dig.

ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.

CIVIL SITE PLAN
1800 PIONEER CREEK CENTER

DRAWN BY:	DESIGN BY:
M.Q.A.	Q.M.A.
CHCKD BY:	PROJ. NO.
M.Q.A.	25-2220

ORIGINAL DATE: DECEMBER 12, 2025

DATE	REVISION DESCRIPTION

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QASEM M. ABUGHAZLEH
DATE: 12.12.2025 LIC. NO. 56299

1800 PIONEER CREEK CENTER PRIVATE DRIVE
MAPLE PLAIN, MINNESOTA
CIVIL SITE PLAN

PREPARED FOR:
PARKER SMITH

SITE PLANNING & ENGINEERING
PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
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NORTH
0 20 40
1 INCH = 40 FEET

C1.1

S:\Plowe\cad\25proj\2220 1800 Pioneer Creek Private Drive (Maple Plain)\2220 CAD\2220 BASE 4.dwg 12/12/2025

EX. SAN MH
RE 971.50
IE 958.80

PROP SILT FENCE (TYP.)

EX. SAN MH
RE 978.20
IE 960.10

ADJUST SAN MH RIM TO MATCH FINISHED GRADE (APPROX. ELEV. 971.97)

ADJUST SAN MH RIM TO MATCH FINISHED GRADE (APPROX. ELEV. 977.70)

ROCK CONSTRUCTION ENTRANCE (TYP.)

EXISTING SURMOUNTABLE CURB (TO BE VERIFIED IN THE FIELD)

971.88
CENTER

972.16

972.37
EXIST GE ±

978.34
EXIST GE ±

976.99
MATCH EXIST EOB ±

977.06
MATCH EXIST GL ±

979.27
GE

FLAG
POLE

2.60%
2.69%
1.43%
4.00%

APPROXIMATE LIMITS OF REMOVAL; SAWCUT PAVEMENT AS REQUIRED AFTER VERIFYING IN FIELD TO MATCH EXISTING PAVEMENT EDGE TO NEW BITUMINOUS

LAND DISTURBANCE = 31,445 SF

NEW OR RECONSTRUCTED IMPERVIOUS = 16,185 SF

811
Know what's **below.**
Call before you dig.

SEE SHEET C3 FOR GRADING NOTES.

GRADING, DRAINAGE, AND EROSION CONTROL PLAN
1800 PIONEER CREEK CENTER

DRAWN BY: M.Q.A. | DESIGN BY: Q.M.A.
CHCKD BY: M.Q.A. | PROJ. NO. 25-2220
ORIGINAL DATE: DECEMBER 12, 2025

DATE	REVISION DESCRIPTION

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QASEM M. ABUGHAZLEH
DATE: 12.12.2025 LIC. NO. 56299

1800 PIONEER CREEK CENTER PRIVATE DRIVE
MAPLE PLAIN, MINNESOTA
GRADING, DRAINAGE, AND EROSION CONTROL PLAN

PREPARED FOR:
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SUITE 110
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PHONE: (651) 361-8210
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NORTH
0 10 20
1 INCH = 20 FEET

C2

S:\Jobs\active\25jobs\12220 1800 Pioneer Creek Private Drive (Maple Plain)\12220 CAD\12220 BASE 4.dwg 12/12/2025

SITE SEQUENCING

- PRIOR TO ANY GRADING OPERATIONS, THE CONTRACTOR SHALL INSTALL ROCK CONSTRUCTION ENTRANCE (LOCATIONS TO BE DETERMINED - COORDINATE WITH OWNER) AND PERIMETER SILT FENCE AS SHOWN ON PLAN. (CONTACT CITY TO INSPECT EROSION CONTROL MEASURES PRIOR TO GRADING OPERATIONS, IF NECESSARY.) ADDITIONAL SILT FENCE MAY BE NECESSARY IF LOCAL CONDITIONS REQUIRE.

- THE CONTRACTOR SHALL PROVIDE ALL SOD, SEED, MULCH AND FERTILIZER WHICH SHALL CONFORM WITH THE FOLLOWING MNDOT SPECIFICATIONS AS MODIFIED BELOW.

ITEM	MNDOT SPECIFICATION/NOTES
SOD	3878
SEED **	3876
* FOR TURF ESTABLISHMENT	
COMMERCIAL TURF	MNDOT MIX 25-131 (220 LBS/ACRE)
RESIDENTIAL TURF	MNDOT MIX 25-131 (120 LBS/ACRE)
TEMPORARY FALL COVER	MNDOT MIX 21-112 (100 LBS/ACRE)
SPRING/SUMMER	MNDOT MIX 21-111 (100 LBS/ACRE)
SOIL-BUILDING COVER	MNDOT MIX 21-113 (110 LBS/ACRE)
1-2 YEARS COVER	MNDOT MIX 22-111 (30.5 LBS/ACRE)
2-5 YEARS COVER	MNDOT MIX 22-112 (40 LBS/ACRE)
MULCH	3882 (TYPE 1 - DISC ANCHORED)
FERTILIZER	3881
WOOD FIBER BLANKET	3885 (CATEGORY 2)

* MOW A MINIMUM OF ONCE PER 2 WEEKS
** SEEDED AREAS SHALL BE EITHER MULCHED OR COVERED BY FIBROUS BLANKETS TO PROTECT SEEDS AND LIMIT EROSION.

- ALL EXPOSED SOILS MUST HAVE TEMPORARY EROSION CONTROL PROTECTION OR PERMANENT COVER WITHIN FOURTEEN (14) DAYS.

- THE CONTRACTOR SHALL PAY SPECIAL ATTENTION TO ALL ADJACENT PROPERTY LINES AND MAKE SURE THE EROSION CONTROL PRACTICES INPLACE IN THOSE AREAS PREVENT MIGRATION OF SEDIMENT ONTO ADJACENT PROPERTIES.

- THE CONTRACTOR SHALL MAINTAIN SILT FENCE, INCLUDING THE REMOVAL OF ACCUMULATED SEDIMENT, THROUGH COMPLETION OF BUILDING CONSTRUCTION. SILT FENCE TO BE REMOVED ONLY AFTER COMPLETION OF BUILDING CONSTRUCTION AND UPON ESTABLISHMENT OF VEGETATION.

- THE CONTRACTOR SHALL PROVIDE WOOD FIBER BLANKET FOR ALL AREAS OF CONCENTRATED FLOW AND FOR ALL SLOPES 3:1 OR GREATER.

- PROTECT ALL STORM WATER MANAGEMENT FACILITIES FROM CONSTRUCTION RUN-OFF. CONTRACTOR TO INSTALL AND CONSTRUCT SAID FACILITIES ONCE SITE HAS BEEN STABILIZED.

- IF ANY SLOPES APPEAR TO BE FAILING, THE CONTRACTOR SHALL PROVIDE ADDITIONAL SILT FENCE, BIOROLLS AND EROSION CONTROL BLANKET AS NEEDED.

- THE CONTRACTOR SHALL FINAL GRADE SWALE AREAS UPON STABILIZATION OF UPSTREAM AREAS.

- THE CONTRACTOR SHALL SOD ALL DISTURBED DRAINAGE AREAS, INCLUDING SWALES & OVERFLOWS.

- UPON GRADING COMPLETION THE CONTRACTOR SHALL PROVIDE NATIVE TOPSOIL WITH SOD OR SEED, AND MULCH ANCHORED WITH A STRAIGHT SET DISC WITHIN 48 HOURS OF FINAL GRADING.

- EXCESS SOIL SHOULD BE TREATED LIKE OTHER EXPOSED SOIL AND STABILIZED WITHIN 72 HOURS. ANY SOIL STOCKPILES ARE TO HAVE SILT FENCE PLACED ON DOWNSTREAM SIDES.

- IF A STREET, ALLEY, SIDEWALK OR OTHER PUBLIC PLACE SHOULD BECOME SOILED OR LITTERED, THE CONTRACTOR SHALL CAUSE SUCH SOILING OR LITTERING TO BE CLEANED UP BY SWEEPING NOT LATER THAN THE END OF THE WORKING DAY IN WHICH SUCH SOILING OR LITTERING SHALL HAVE OCCURRED OR BEEN OBSERVED.

OTHER POLLUTION CONTROL MEASURES

CONSTRUCTION WASTE MATERIALS - ALL WASTE MATERIALS GENERATED AS A RESULT OF SITE CONSTRUCTION SHALL BE COLLECTED AND REMOVED ACCORDING TO ALL LOCAL AND/OR STATE WASTE MANAGEMENT REGULATIONS BY A LICENSED SOLID WASTE MANAGEMENT COMPANY. THE CONTRACTOR WILL ENSURE THAT ALL SITE PERSONNEL ARE INSTRUCTED IN THESE PRACTICES.

HAZARDOUS WASTES - ALL HAZARDOUS WASTE MATERIALS SHALL BE STORED PROPERLY TO PREVENT SPILLS AND VANDALISM. WHEN NECESSARY, HAZARDOUS WASTES WILL BE DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL AND/OR STATE REGULATION OR BY THE MANUFACTURER.

SANITARY WASTE - ALL SANITARY WASTE WILL BE COLLECTED FROM THE PORTABLE UNITS BY A LOCAL, LICENSED WATER MANAGEMENT COMPANY, AS REQUIRED BY LOCAL REGULATION.

OFFSITE VEHICLE TRACKING - A ROCK CONSTRUCTION ENTRANCE HAS BEEN PROVIDED TO HELP REDUCE VEHICLE TRACKING OF SEDIMENTS. IF A STREET, ALLEY, SIDEWALK OR OTHER PUBLIC PLACE SHOULD BECOME SOILED OR LITTERED, THE CONTRACTOR SHALL CAUSE SUCH SOILING OR LITTERING TO BE CLEANED UP BY SWEEPING NOT LATER THAN THE END OF THE WORKING DAY IN WHICH SUCH SOILING OR LITTERING SHALL HAVE OCCURRED OR BEEN OBSERVED. DUMP TRUCKS HAULING LOOSE MATERIALS (SAND, TOPSOIL, ETC.) TO AND/OR FROM THE SITE SHALL BE COVERED WITH A TARPAULIN.

VEHICLE CLEANING - NO ENGINE DEGREASING IS ALLOWED ON-SITE. EXTERNAL WASHING OF VEHICLES TO BE CONFINED TO A DEFINED AREA ("BONE YARD") ON-SITE. CONTRACTOR TO PROVIDE DESIGNATED TRUCK WASHOUT AREA WITH APPROPRIATE SIGNAGE. WASHOUT AREA IS TO BE A MINIMUM OF 50' FROM DITCHES, PONDS, OR OTHER STORMWATER FEATURES. ALL LIQUID AND SOLID WASTE GENERATED BY WASHOUT OPERATIONS MUST BE CONTAINED IN A LEAK-PROOF CONTAINMENT FACILITY OR IMPERMEABLE LINER (E.G. COMPACTED CLAY LINER, IMPERMEABLE GEO-MEMBRANE) AND DISPOSED OF PROPERLY.

SPILL PREVENTION AND CONTROL - ALL VEHICLES WILL BE CHECKED FOR LEAKING OIL AND FLUIDS. VEHICLES LEAKING FLUIDS WILL NOT BE ALLOWED ON-SITE. SPILL KITS WILL BE STORED ON-SITE AND ALL SPILLS WILL BE CLEANED UP IMMEDIATELY DISCOVERY. SPENT ABSORBENT MATERIALS AND RAGS WILL BE HAULED OFF-SITE IMMEDIATELY AFTER THE SPILL IS CLEANED UP AND PROPERTY DISPOSED OF. SPILL PREVENTION AND CONTROL MEASURES SHALL BE IMPLEMENTED ONCE CONSTRUCTION BEGINS.

SOIL STOCKPILES - INSTALL SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS AROUND ALL TEMPORARY SOIL STOCKPILES. LOCATE SOIL OR DIRT STOCKPILES SUCH THAT DOWNSLOPE DRAINAGE LENGTH IS NO LESS THAN 8 M (25 FEET) FROM THE TOE OF THE PILE TO A SURFACE WATER, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES UNLESS THERE IS A BYPASS IN PLACE FOR THE STORMWATER. IF REMAINING FOR MORE THAN 7 DAYS, STABILIZE THE STOCKPILES BY MULCHING, VEGETATIVE COVER, TARPS, OR OTHER MEANS. DURING STREET REPAIR, COVER CONSTRUCTION SOIL OR DIRT STOCKPILES LOCATED CLOSER THAN 8 M (25 FEET) TO A ROADWAY OR DRAINAGE CHANNEL WITH TARPS, AND PROTECT STORM SEWER INLETS WITH SILT SOCKS OR STAKED SILT FENCE.

PROVIDE WIMCO (OR APPROVED EQUAL) FOR INLET PROTECTION AT ALL EXISTING STORM SEWER INLETS THAT WILL RECEIVE RUN-OFF DURING CONSTRUCTION. INLET PROTECTION TO REMAIN IN-PLACE UNTIL AT LEAST 70% OF SITE VEGETATION HAS BEEN ESTABLISHED.

CONTRACTOR TO PROVIDE DESIGNATED CONCRETE TRUCK WASHOUT AREA WITH APPROPRIATE SIGNAGE. KEEP WASHOUT AREAS AS FAR AS PRACTICAL FROM STORM DRAINS, DITCHES AND PONDS. DO NOT ALLOW RUN-OFF FROM THIS AREA BY CONSTRUCTING A TEMPORARY PIT OR BERMED AREA LARGE ENOUGH FOR LIQUID AND SOLID WASTE. AFTER WASTE CONCRETE IS SET, BREAK-UP AND DISPOSE OF PROPERLY.

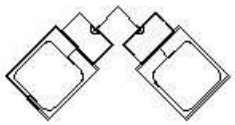
THE CONTRACTOR MUST DISCHARGE TURBID OR SEDIMENT-LADEN WATERS RELATED TO DEWATERING (E.G., PUMPED DISCHARGES, TRENCH/DITCH CUTS FOR DRAINAGE) TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN ON THE PROJECT SITE UNLESS INFEASIBLE. THE CONTRACTOR MAY DISCHARGE FROM THE TEMPORARY OR PERMANENT SEDIMENTATION BASINS TO SURFACE WATERS IF THE BASIN WATER HAS BEEN VISUALLY CHECKED TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED IN THE BASIN AND THAT NUISANCE CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 2) WILL NOT RESULT FROM THE DISCHARGE. IF THE WATER CANNOT BE DISCHARGED TO A SEDIMENTATION BASIN PRIOR TO ENTERING THE SURFACE WATER, IT MUST BE TREATED WITH THE APPROPRIATE BMPS, SUCH THAT THE DISCHARGE DOES NOT ADVERSELY AFFECT THE RECEIVING WATER OR DOWNSTREAM PROPERTIES.



Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Total Lumens	LLF	Description
	1	KT-ALED140PS-M2-OSX-NM-8CSB-VDIM-P-G2-	2 @ 90 degrees	20584	0.900	Set at 140W Type 4 Area Light
	2	KT-ALED140PS-M2-OSX-NM-8CSB-VDIM-P-G2	Single	20584	0.900	Set at 140W Type 4 Area Light

Calculation Summary								
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	Workplane Height
Lot Area	Illuminance	Fc	1.66	10.6	0.1	16.60	106.00	0.25

1 DOUBLE HEAD Pole with 2 Fixtures = 2 Fixtures
2 SINGLE HEAD Poles with 1 Fixture each = 2 Fixtures
Total Fixtures = 4 Fixtures



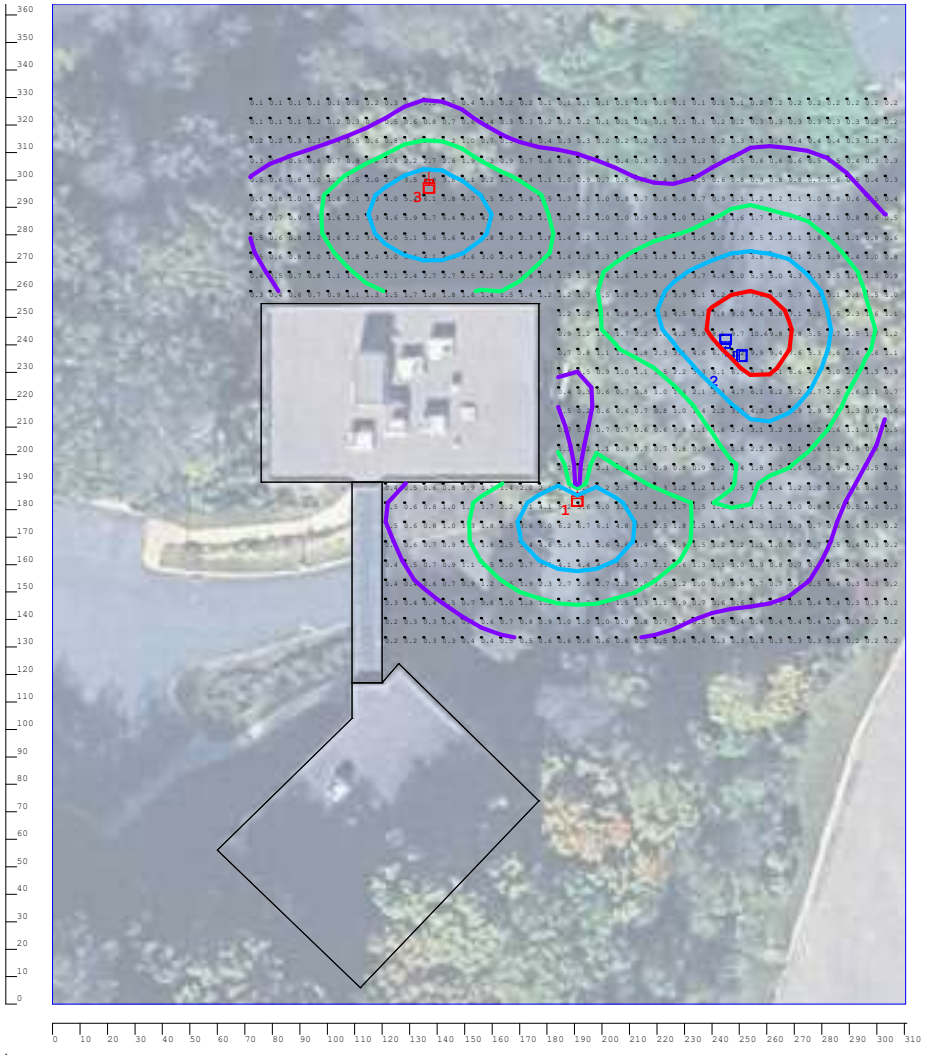
Luminaire Location Summary						
		Insertion Point				
LumNo	Label	X	Y	Mounting Height	Orient	Tilt
1	KT-ALED140PS-M2-OSX-NM-8CSB-VDIM-P-G2	191	189	25	270	15
2	KT-ALED140PS-M2-OSX-NM-8CSB-VDIM-P-G2-	245	236	25	45	15
3	KT-ALED140PS-M2-OSX-NM-8CSB-VDIM-P-G2	137	303	25	270	15



Project : Pioneer Creek BLDG
KT-ALED140
Mounting Height - 25'
Tilt - 15°

Keystone Technologies Lighting Layout
2750 Morris Road
Lansdale, PA 19446
Phone 1-800-464-2680
Email: LightingLayouts@keystonetech.com

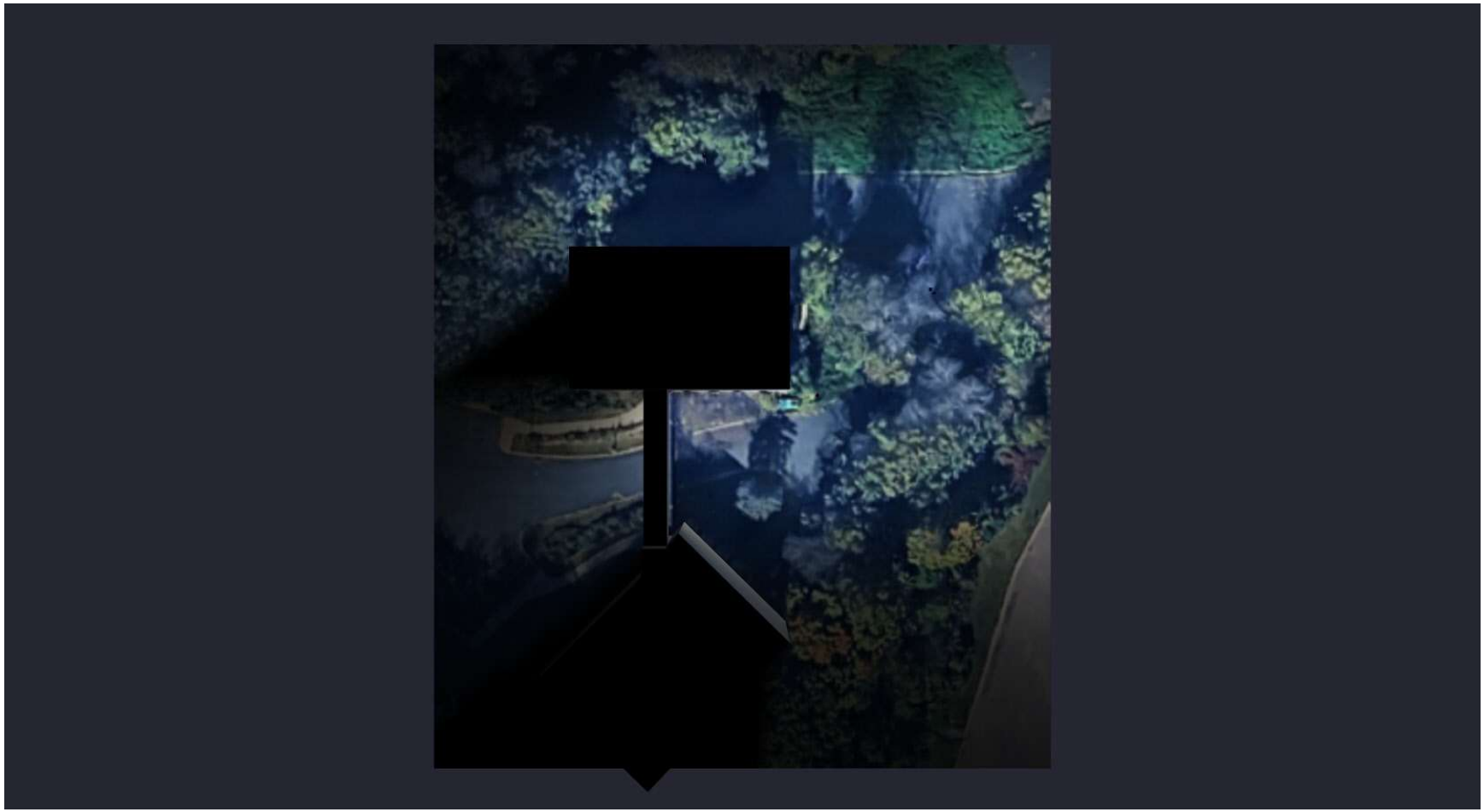
KEYSTONE
LIGHT MADE EASY®



View of point by point

Project : Pioneer Creek BLDG KT-ALED140 RED = 8+FC, BLUE = 4FC GREEN = 2FC, VIOLET = 1FC	Keystone Technologies Lighting Layout 2750 Morris Road Lansdale, PA 19446 Phone 1-800-464-2680 Email: LightingLayouts@keystonetech.com

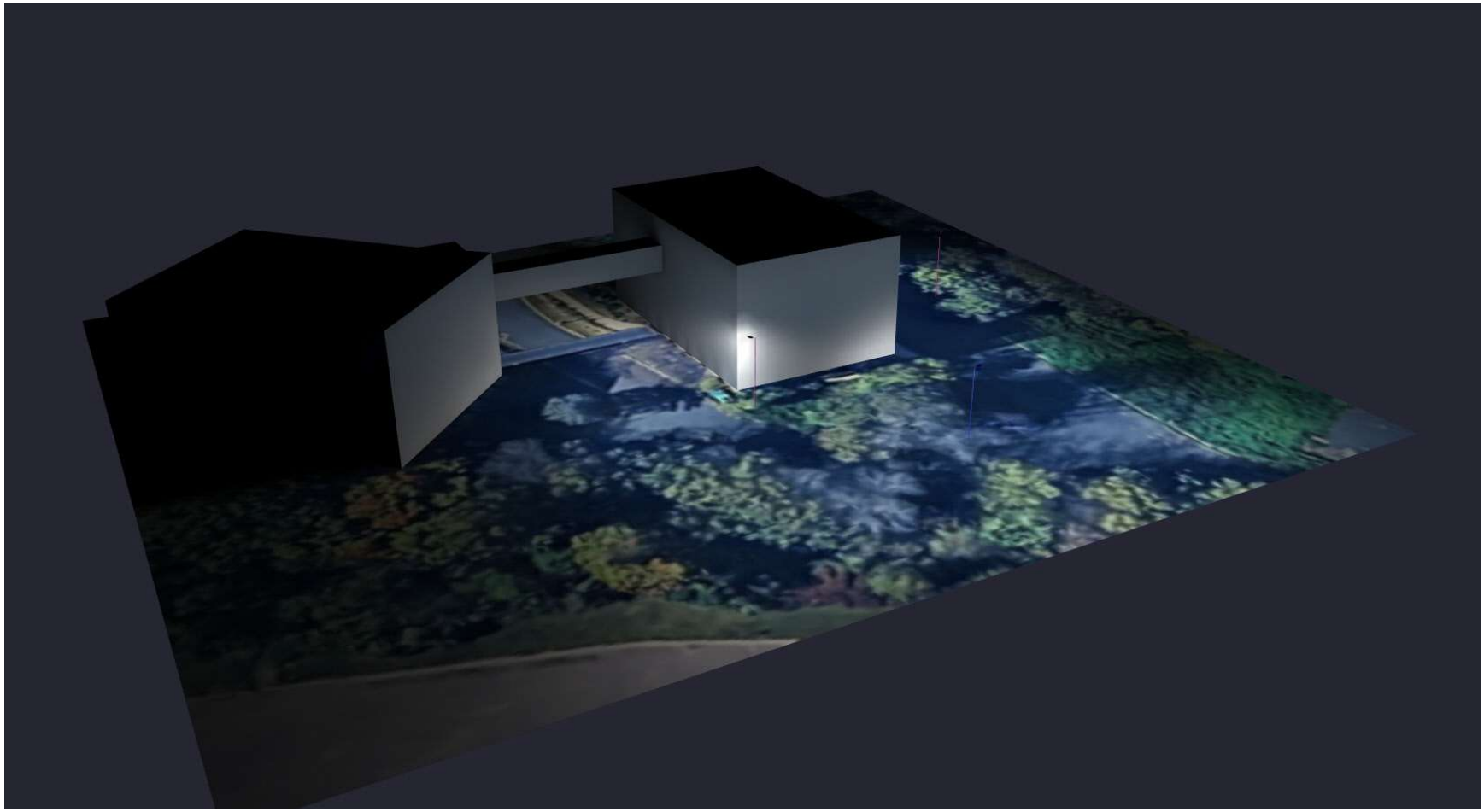
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Project : Pioneer Creek BLDG
KT-ALED140
Mounting Height - 25'
Tilt - 15°

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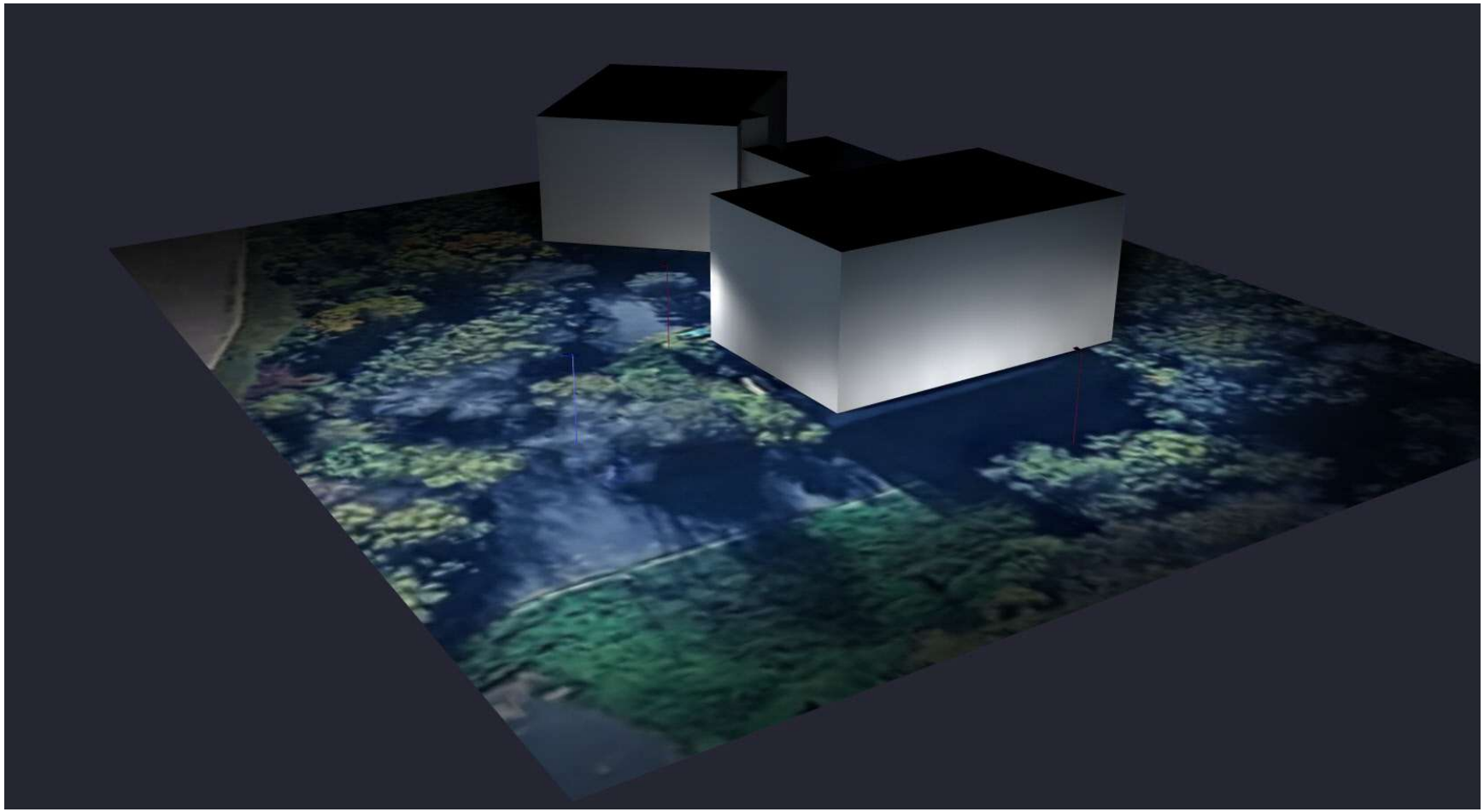
SINCE 1945
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Project : Pioneer Creek BLDG
KT-ALED140
Mounting Height - 25'
Tilt - 15°

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Project : Pioneer Creek BLDG
KT-ALED140
Mounting Height - 25'
Tilt - 15°

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Thank you for allowing Keystone Technologies the opportunity to create and provide this Lighting Layout report.

Illumination results shown on this lighting design are based on project parametrics provided to Keystone used in conjunction with luminaire photometric testing conducted under laboratory conditions. Actual project conditions differing from these design parameters may affect field results, such as (but not limited to) windows, furnishings, floor/ceiling/wall surface texture reflectivity, site cleanliness, and lighting component tolerances. Illumination results shown have not been field verified by Keystone and therefore the actual measured results may vary from actual field conditions.

The customer is responsible for verifying dimensional accuracy along with compliance with any applicable electrical, lighting, or energy code. In no event will Keystone Technologies be held responsible for any loss resulting from any use of this lighting design.

Luminaire Schedule						
Symbol	Qty	Label	Arrangement	Total Lumens	LLF	Description
	6	KT-ALED140PS-M2-OSB-NM-8CSB-VDIM	Single	19632.9	0.900	Set at 140W Type 3 Area Light

Calculation Summary								
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	Workplane Height
Lot Area	Illuminance	Fc	1.70	7	0	N.A.	N.A.	0.25

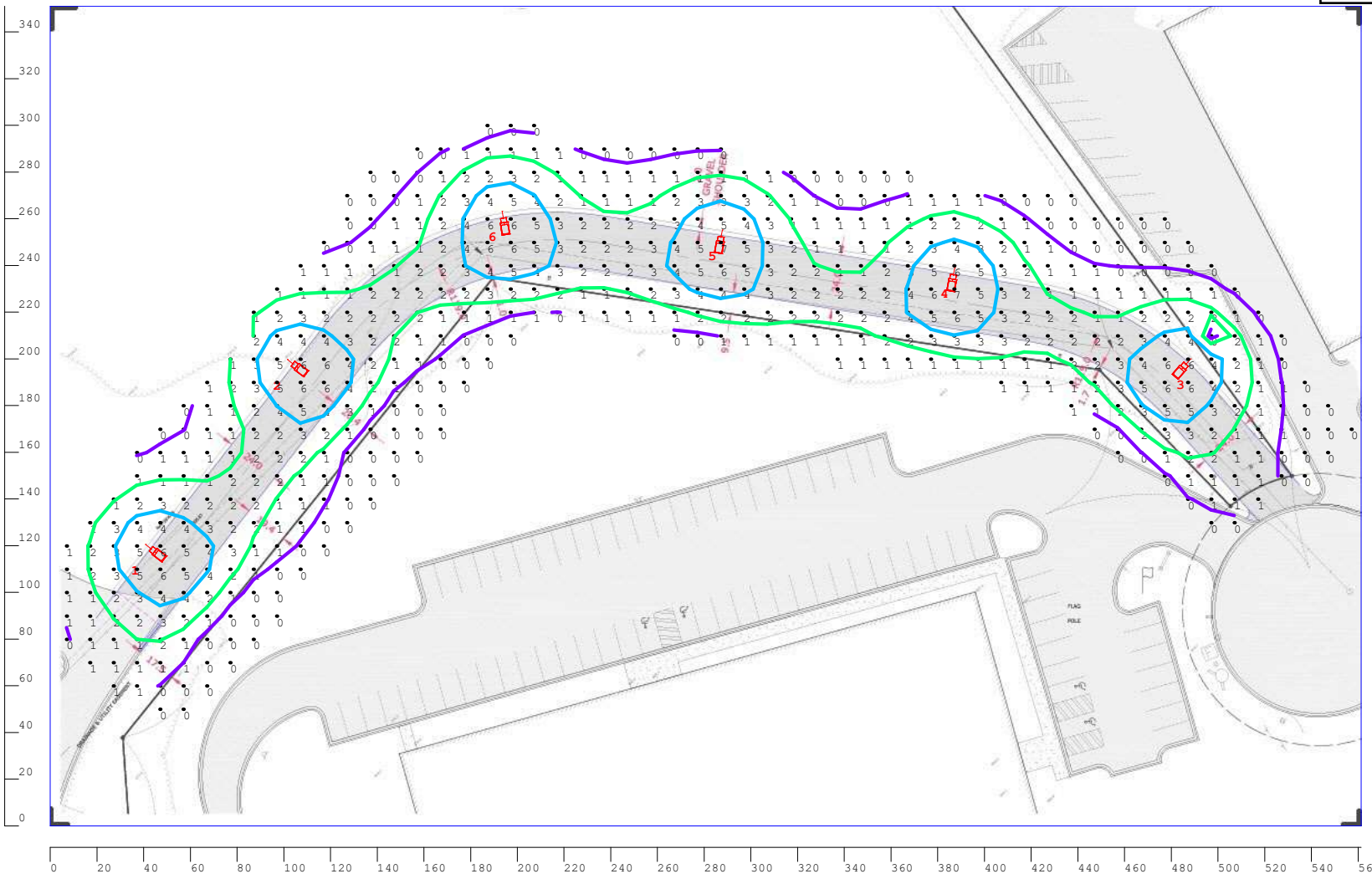
Luminaire Location Summary						
		Insertion Point				
LumNo	Label	X	Y	Mounting Height	Orient	Tilt
1	KT-ALED140PS-M2-OSB-NM-8CSB-VDIM	40.75	120.5	25	322.549	0
2	KT-ALED140PS-M2-OSB-NM-8CSB-VDIM	101.5	199.75	25	322.549	0
3	KT-ALED140PS-M2-OSB-NM-8CSB-VDIM	488.25	200	25	229.086	0
4	KT-ALED140PS-M2-OSB-NM-8CSB-VDIM	387.25	239	25	260.049	0
5	KT-ALED140PS-M2-OSB-NM-8CSB-VDIM	287.75	255.25	25	260.049	0
6	KT-ALED140PS-M2-OSB-NM-8CSB-VDIM	193.5	263.25	25	279.462	0



Project : Pioneer Creek
KT-ALED140
Mounting Height 25'

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Lansdale, PA 19446
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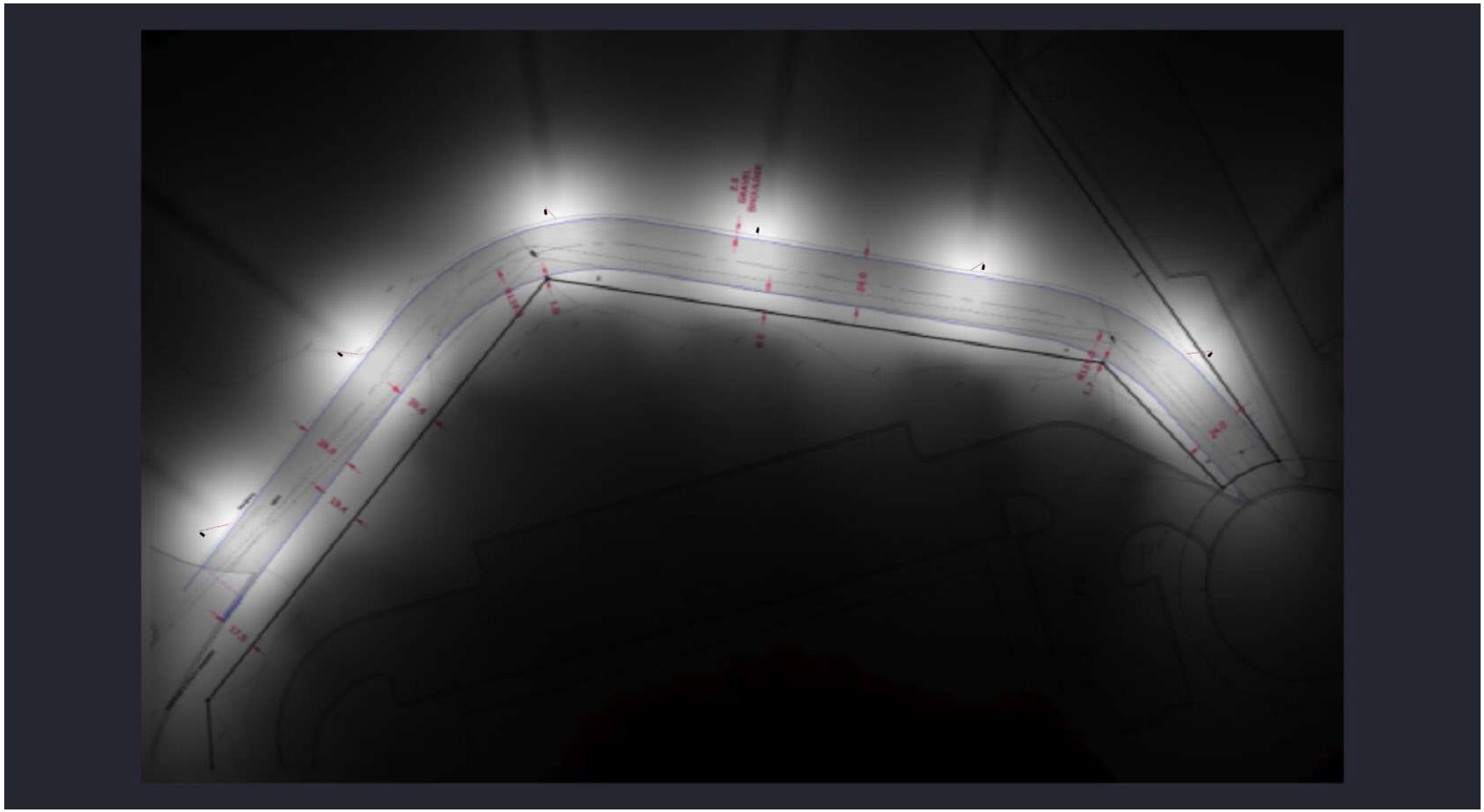
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View of point by point

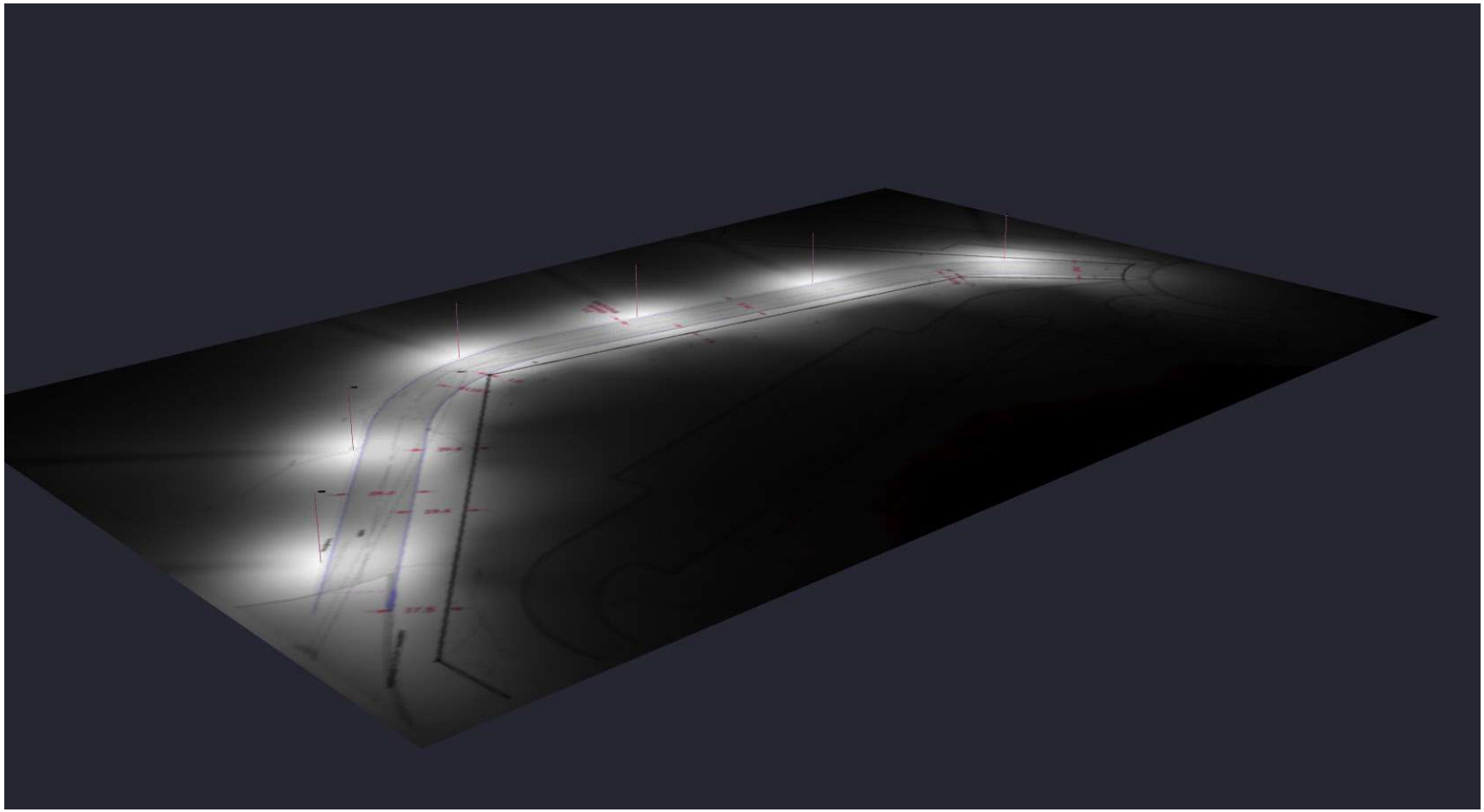
Project : Pioneer Creek KT-ALED140 RED = 8+FC, BLUE = 4FC GREEN = 2FC, VIOLET = 1FC	Keystone Technologies Lighting Layout 2750 Morris Road Lansdale, PA 19446 Phone 1-800-464-2680 Email: LightingLayouts@keystonetech.com

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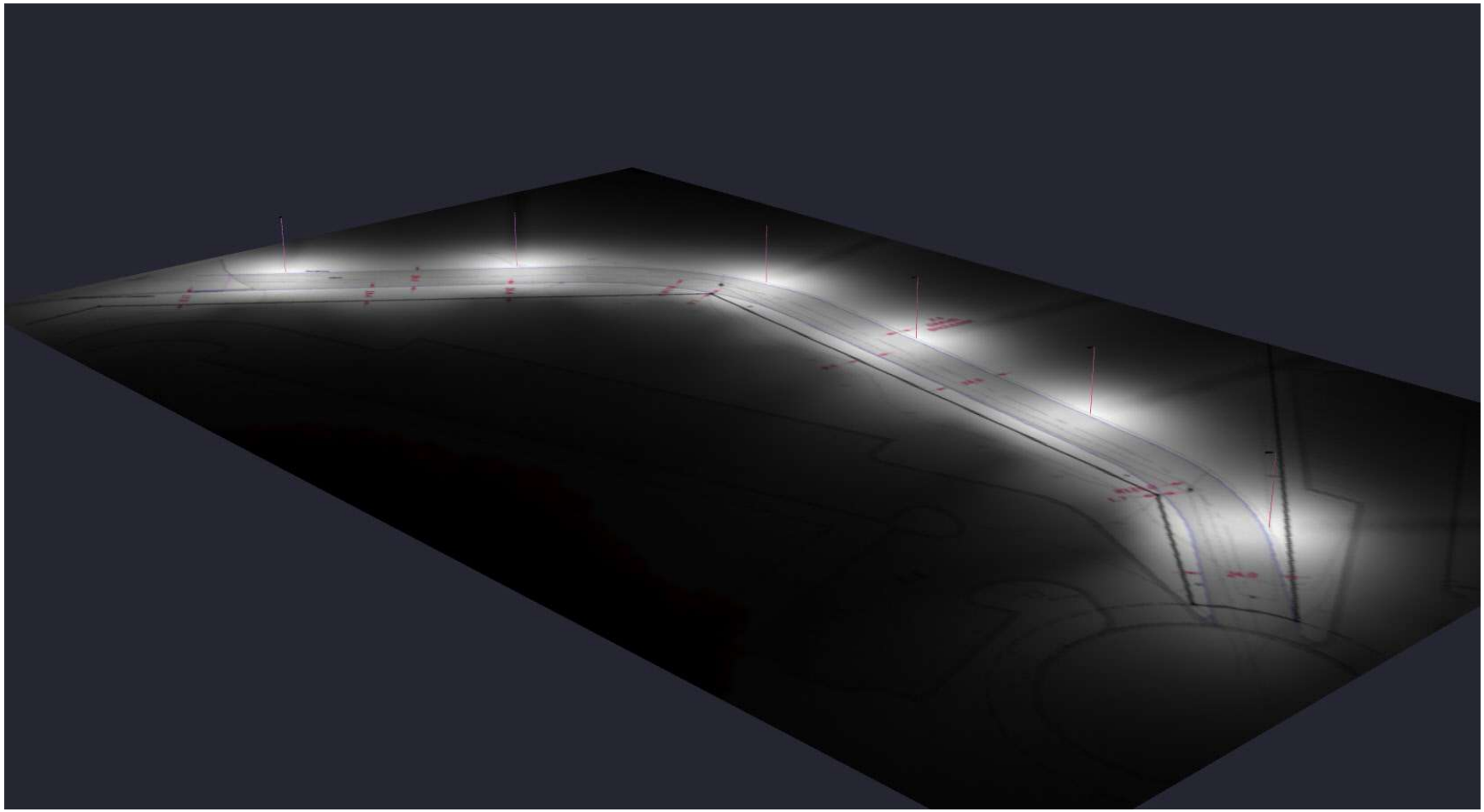
Project : Pioneer Creek KT-ALED140 Mounting Height 25'	Keystone Technologies Lighting Layout 2750 Morris Road Lansdale, PA 19446 Phone 1-800-464-2680 Email: LightingLayouts@keystonetech.com

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Project : Pioneer Creek KT-ALED140 Mounting Height 25'	Keystone Technologies Lighting Layout 2750 Morris Road Lansdale, PA 19446 Phone 1-800-464-2680 Email: LightingLayouts@keystonetech.com

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Project : Pioneer Creek KT-ALED140 Mounting Height 25'	Keystone Technologies Lighting Layout 2750 Morris Road Lansdale, PA 19446 Phone 1-800-464-2680 Email: LightingLayouts@keystonetech.com

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The customer is responsible for verifying dimensional accuracy along with compliance with any applicable electrical, lighting, or energy code. In no event will Keystone Technologies be held responsible for any loss resulting from any use of this lighting design.

ORDINANCE NO. 2026-353

CITY OF MAPLE PLAIN

AN ORDINANCE AMENDING SECTION 10-453 OF THE MAPLE PLAIN CITY CODE TO ADD A DEFINITION FOR OFFICE CAMPUS

THE CITY COUNCIL OF THE CITY OF MAPLE PLAIN DOES ORDAINS:

SECTION 1. AMENDMENT. Maple Plain City Code § 10-453 is amended to add the underlined language as follows:

Sec. 10-453. – Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

***

Office campus means a master-planned or unified development, under single ownership, that is principally comprised of office uses (including general office, professional office, and medical office) within two or more buildings or within a single building designed to function as a multi-tenant campus, together with on-site circulation, shared parking, and common open space or amenities.

(a) Permitted Uses.
An office campus may include the following permitted uses:
   a. Office and medical: general administrative offices; professional services (e.g., legal, accounting, architecture, engineering, technology); medical, dental, pet care and allied health clinics.
   b. Childcare: daycare or early childhood facilities sized to serve campus users and the immediate area.

(b) Accessory Uses.
An office campus may include the following accessory uses:
   a. Boutique retail and personal service: small-format retail and personal service uses such as jewelry sales, specialty goods, spa and wellness services, and similar shops oriented toward the day-to-day needs of campus users.
   b. Recreation and fitness: indoor, low-impact recreational and training facilities, such as golf simulators, indoor sports training facilities, and fitness/weight training clubs.
   c. Food and amenity services: cafés, coffee shops, small eateries, and shared meeting, conferencing, or co-working amenities intended to support the campus.

(c) Accessory Floor Area Limits.
Ancillary and accessory uses listed above may occupy up to 50 percent of the total gross floor area of the Office Campus, unless a higher percentage is approved by the City through a conditional use permit

.

(d) Operational Standards.
Outdoor storage is prohibited; any manufacturing or industrial activity is limited to incidental prototype or lab functions customary to office or medical users.

(e) Site Planning and Mitigation.
Office campus developments shall provide shared parking and internal pedestrian connectivity between buildings and amenities. Recreation and childcare uses shall submit circulation, parking, and noise-mitigation plans as part of the building permit review process.

SECTION 2. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage and publications as required by law.

Adopted by the City Council of the City of Maple Plain this 23rd day of March, 2026.

_____
Julie M. Maas-Kusske, Mayor

ATTEST:

_____
Jacob Shillander, City Administrator

Published in the _____ on _____, 2026

(Ordinance Summary)

ORDINANCE NO. 2026-353

CITY OF MAPLE PLAIN

AN ORDINANCE AMENDING SECTION 10-453 OF THE MAPLE PLAIN CITY CODE TO ADD A DEFINITION FOR OFFICE CAMPUS

The above-referenced Ordinance amends the Maple Plain City Code § 10-453 to add a definition for "office campus". This summary is adopted pursuant to Minn. Stat. § 412.191, subd. 4.

A printed copy of the entire Ordinance is available for inspection and copying at the Maple Plain City Hall located at 5050 Independence St., Maple Plain, Minnesota, 55359.

Dated: _____, 2026

_____
Jacob Shillander, City Administrator

CITY OF MAPLE PLAIN
COUNTY OF HENNPIN
STATE OF MINNESOTA

RESOLUTION NO. 2026-0323-11

A RESOLUTION APPROVING THE REQUEST FOR SITE PLAN REVIEW TO ALLOW THE RE-USE OF THE EXISTING OFFICE BUILDING FOR AS AN OFFICE CAMPUS ON THE PROPERTIES LOCATED AT 1800 PIONEER CREEK CENTER

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 2020 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 convenience

WHEREAS Pioneer Creek BC LLC (the "Owner") submitted an application seeking site plan review for the property located at 1800 Pioneer Creek Center, Maple Plain (PID No.s 23-118-24-41-0004 and 23-118-24-41-0010) (the "Property"); and

WHEREAS the Property is zoned I-Industrial; and

WHEREAS the Property is legally described on **Exhibit A** attached hereto:

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

WHEREAS the Planning Commission held a public hearing on March 5th 2026 to review the application, 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 Pioneer Creek BC LLC for site plan review per the City's zoning and subdivision regulations with the following conditions:

1. The proposed site plan meets all applicable conditions, criteria and restrictions s the City of Maple Plain Zoning Ordinance.

2. City Council approval is subject to the following:

   a. The Applicant shall revise the plans as necessary to accommodate all known or additional comments made by the City, including Fire Department comments, Engineering comments, Planning Commission, and staff comments.

   b. The applicant shall receive all applicable approvals from all outside agencies with authority over this site including:

      - MCWD
      - MNDOT
      - Hennepin County

3. The approval of the site plan (attached hereto as ***Exhibit B***) shall be in accordance with the approved plans. Any changes, expansions or alterations to the building, site and signage shall require the review and approval of the City.

4. The Applicant shall pay for all costs associated with the City's review of the site plan review and text amendment.

This resolution was adopted by the city council of the City of Maple Plain on this 23rd day of March 2026, by a vote of ____ayes and ____nays.

_____
Julie M. Mass-Kusske, Mayor

ATTEST:

_____
Jacob Schillander, City Administrator

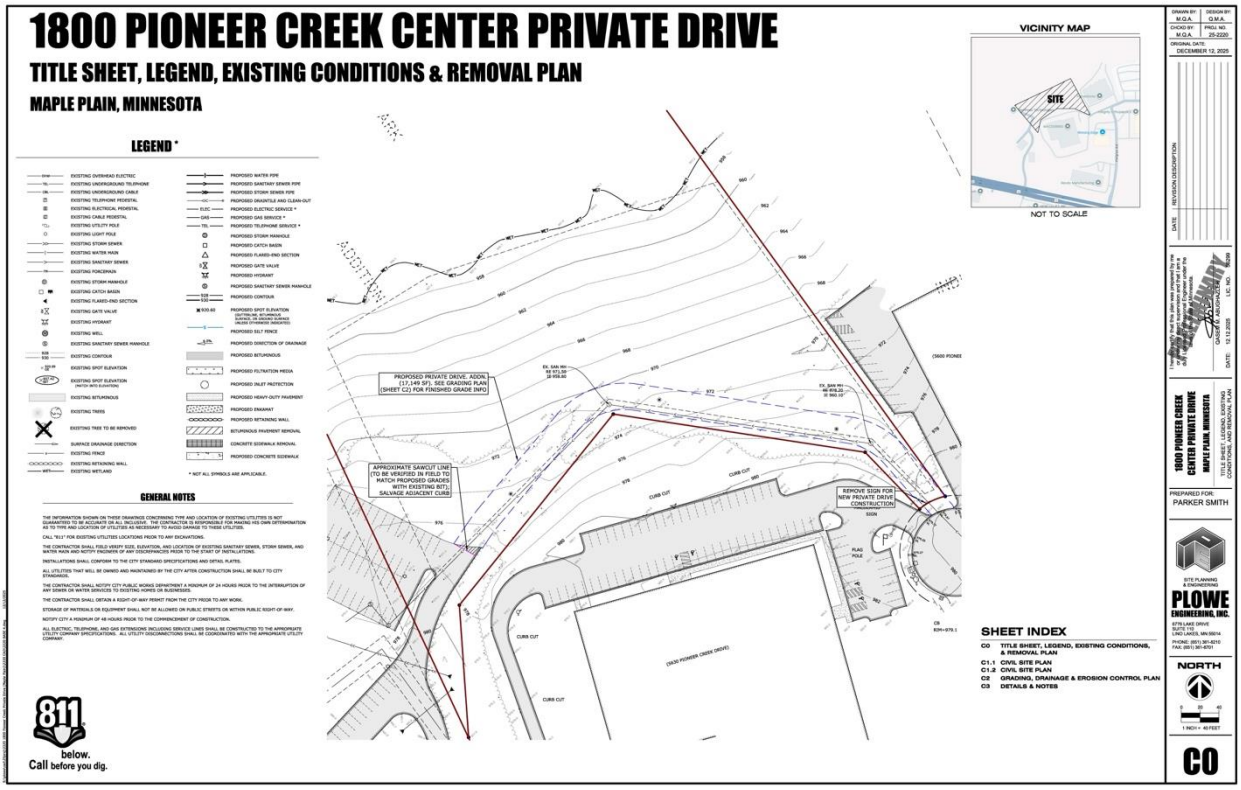
Exhibit A
(Legal Description of Property)

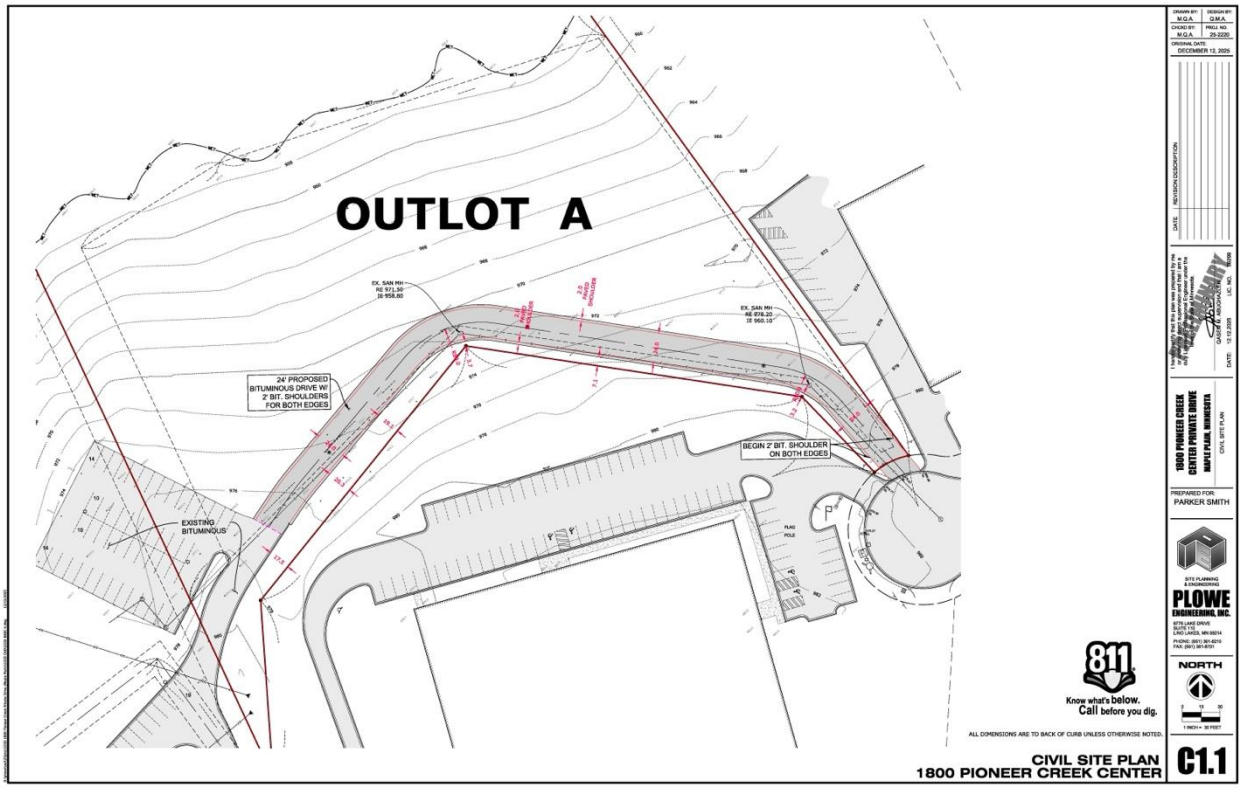
Lot 3, Block 2, MAPLE PLAIN INDUSTRIAL PARK, Hennepin County, Minnesota.
EXCEPT Parcel 439 of Minnesota Department of Transportation Right of Way Plat No. 27-187.

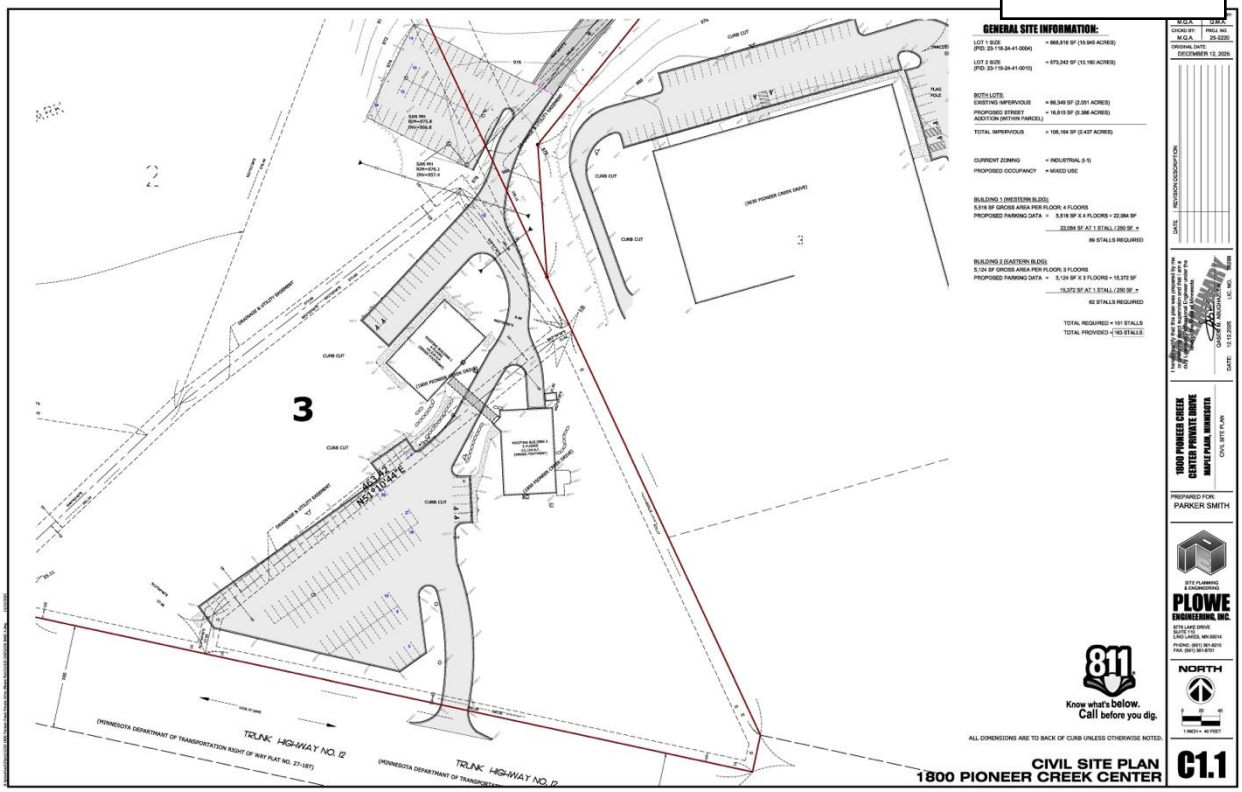
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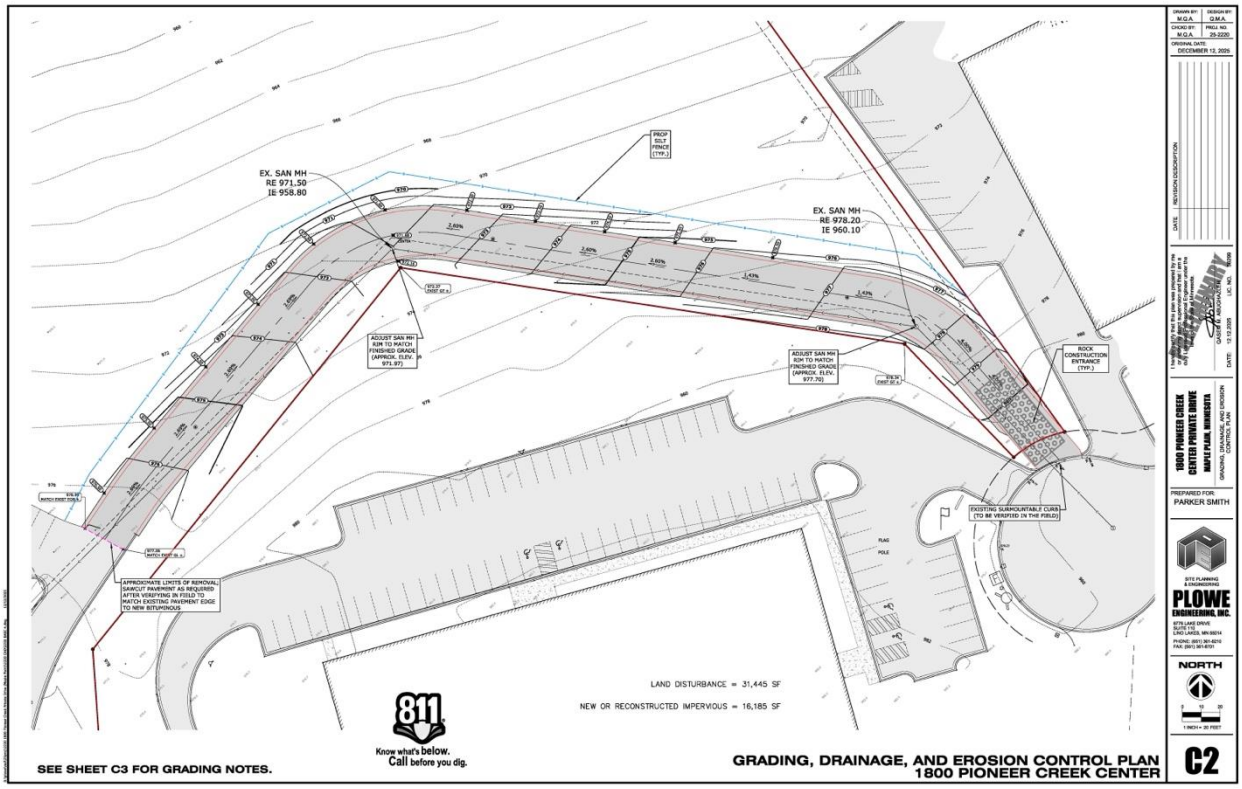
Outlot A, MAPLE PLAIN INDUSTRIAL PARK 2ND ADDITION, Hennepin County, Minnesota.

Exhibit B
(Approved Site Plans)






GENERAL SITE INFORMATION:
LOT 1 SIZE (PID: 23-119-24-41-0004) = 868,816 SF (19.945 ACRES)
LOT 2 SIZE (PID: 23-119-24-41-0010) = 573,243 SF (13.160 ACRES)
BOTH LOTS:
EXISTING IMPERVIOUS = 86,349 SF (2.051 ACRES)
PROPOSED STREET ADDITION (WITHIN PARCEL) = 16,815 SF (0.386 ACRES)
TOTAL IMPERVIOUS = 108,164 SF (2.437 ACRES)
CURRENT ZONING = INDUSTRIAL (I-1)
PROPOSED OCCUPANCY = MIXED USE
BUILDING 1 (WESTERN BLDG):
5,016 SF GROSS AREA PER FLOOR; 4 FLOORS
PROPOSED PARKING DATA = 5,016 SF X 4 FLOORS = 22,064 SF
22,064 SF AT 1 STALL / 250 SF =
89 STALLS REQUIRED
BUILDING 2 (EASTERN BLDG):
5,124 SF GROSS AREA PER FLOOR; 3 FLOORS
PROPOSED PARKING DATA = 5,124 SF X 3 FLOORS = 15,372 SF
15,372 SF AT 1 STALL / 250 SF =
62 STALLS REQUIRED
TOTAL REQUIRED = 151 STALLS
TOTAL PROVIDED = 163 STALLS
ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
Know what's below. Call before you dig.
TRUNK HIGHWAY NO. 12
CIVIL SITE PLAN
1800 PIONEER CREEK CENTER
C1.1
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MINNESOTA
PREPARED FOR: PARKER SMITH
PLOWE ENGINEERING, INC.
NORTH


EX. SAN MH
RE 971.50
IE 958.80
EX. SAN MH
RE 978.20
IE 960.10
PROP SILT FENCE (TYP.)
ADJUST SAN MH RIM TO MATCH FINISHED GRADE (APPROX. ELEV. 971.97)
ADJUST SAN MH RIM TO MATCH FINISHED GRADE (APPROX. ELEV. 977.75)
ROCK CONSTRUCTION ENTRANCE (TYP.)
EXISTING SURMOUNTABLE CURB (TO BE VERIFIED IN THE FIELD)
APPROXIMATE LIMITS OF REMOVAL; SAWCUT PAVEMENT AS REQUIRED AFTER VERIFYING IN FIELD TO MATCH EXISTING PAVEMENT EDGE TO NEW BITUMINOUS
LAND DISTURBANCE = 31,445 SF
NEW OR RECONSTRUCTED IMPERVIOUS = 16,185 SF
SEE SHEET C3 FOR GRADING NOTES.
Know what's below. Call before you dig.
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
1800 PIONEER CREEK CENTER
C2
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MINNESOTA
PREPARED FOR: PARKER SMITH
PLOWE ENGINEERING, INC.
NORTH

SITE SEQUENCING

- PRIOR TO ANY GRADING OPERATIONS, THE CONTRACTOR SHALL INSTALL ROCK CONSTRUCTION ENTRANCE LOCATIONS TO BE DETERMINED - COORDINATE WITH OWNER) AND KEYSTATE SILT FENCE AS SHOWN ON PLAN. (CONTACT CITY TO INSPECT EROSION CONTROL MEASURES PRIOR TO GRADING OPERATIONS, IF NECESSARY.) ADDITIONAL SILT FENCE MAY BE NECESSARY IF LOCAL CONDITIONS REQUIRE.
- THE CONTRACTOR SHALL PROVIDE ALL SOD, SEED, MULCH AND FERTILIZER WHICH SHALL CONFORM WITH THE FOLLOWING MNDOT SPECIFICATIONS AS MODIFIED BELOW.

ITEM		MNDOT SPECIFICATION/NOTES
SOD		3878
SEED **		3876
* HOW TURF ESTABLISHMENT	COMMERCIAL TURF	MNDOT MIX 25-131 (220 LBS/ACRE)
	RESIDENTIAL TURF	MNDOT MIX 25-131 (100 LBS/ACRE)
TEMPORARY	FALL COVER	MNDOT MIX 21-112 (100 LBS/ACRE)
	SPRING COVER	MNDOT MIX 21-112 (100 LBS/ACRE)
	NON-MOWING COVER	MNDOT MIX 21-113 (110 LBS/ACRE)
	1-2 YEARS COVER	MNDOT MIX 22-111 (30.5 LBS/ACRE)
	2-5 YEARS COVER	MNDOT MIX 22-112 (40 LBS/ACRE)
MULCH		3882 (TYPE 1 - DISC ANCHORED)
FERTILIZER		3881
WOOD FIBER BLANKET		3885 (CATEGORY 2)

* HOW A MINIMUM OF ONCE PER 2 WEEKS
** SEEDED AREAS SHALL BE EITHER MULCHED OR COVERED BY FIBROUS BLANKETS TO PROTECT SEEDS AND LIMIT EROSION.

- ALL EXPOSED SOILS MUST HAVE TEMPORARY EROSION CONTROL PROTECTION OR PERMANENT COVER WITHIN FOURTEEN (14) DAYS.
- THE CONTRACTOR SHALL PAY SPECIAL ATTENTION TO ALL ADJACENT PROPERTY LINES AND MAKE SURE THE EROSION CONTROL PRACTICES INPLACE IN THOSE AREAS PREVENT MIGRATION OF SEDIMENT ONTO ADJACENT PROPERTIES.
- THE CONTRACTOR SHALL MAINTAIN SILT FENCE, INCLUDING THE REMOVAL OF ACCUMULATED SEDIMENT, THROUGH COMPLETION OF CONSTRUCTION. SILT FENCE SHALL NOT BE REMOVED ONLY AFTER COMPLETION OF BUILDING CONSTRUCTION AND UPON ESTABLISHMENT OF VEGETATION.
- THE CONTRACTOR SHALL PROVIDE WOOD FIBER BLANKET FOR ALL AREAS OF CONCENTRATED FLOW AND FOR ALL SLOPES 3:1 OR GREATER.
- PROTECT ALL STORM WATER MANAGEMENT FACILITIES FROM CONSTRUCTION RUN-OFF. CONTRACTOR TO INSTALL AND CONSTRUCT SAID FACILITIES ONCE SITE HAS BEEN STABILIZED.
- IF ANY SLOPES APPEAR TO BE FAILING, THE CONTRACTOR SHALL PROVIDE ADDITIONAL SILT FENCE, BIOROLLS AND EROSION CONTROL BLANKET AS NEEDED.
- THE CONTRACTOR SHALL FINAL GRADE SWALE AREAS UPON STABILIZATION OF UPSTREAM AREAS.
- THE CONTRACTOR SHALL SOD ALL DISTURBED DRAINAGE AREAS, INCLUDING SWALES & OVERFLOWS.
- UPON GRADING COMPLETION THE CONTRACTOR SHALL PROVIDE NATIVE TOPSOIL WITH SOD OR SEED, AND MULCH ANCHORED WITH A STRAIGHT SET DISC WITHIN 48 HOURS OF FINAL GRADING.
- EXCESS SOIL SHOULD BE TREATED LIKE OTHER EXPOSED SOIL AND STABILIZED WITHIN 72 HOURS. ANY SOIL STOCKPILES ARE TO HAVE SILT FENCE PLACED ON DOWNSTREAM SIDES.
- IF A STREET, ALLEY, SIDEWALK OR OTHER PUBLIC PLACE SHOULD BECOME SOILED OR LITTERED, THE CONTRACTOR SHALL CAUSE SUCH SOILING OR LITTERING TO BE CLEANED UP BY SWEEPING NOT LATER THAN THE END OF THE WORKING DAY IN WHICH SUCH SOILING OR LITTERING SHALL HAVE OCCURRED OR BEEN OBSERVED.

OTHER POLLUTION CONTROL MEASURES

CONSTRUCTION WASTE MATERIALS - ALL WASTE MATERIALS GENERATED AS A RESULT OF SITE CONSTRUCTION SHALL BE COLLECTED AND REMOVED ACCORDING TO ALL LOCAL AND/OR STATE WASTE MANAGEMENT REGULATIONS BY A LICENSED SOLID WASTE MANAGEMENT COMPANY. THE CONTRACTOR WILL ENSURE THAT ALL SITE PERSONNEL ARE INSTRUCTED IN THESE PRACTICES.

HAZARDOUS WASTES - ALL HAZARDOUS WASTE MATERIALS SHALL BE STORED PROPERLY TO PREVENT SPILLS AND VANDALISM. WHEN NECESSARY, HAZARDOUS WASTES WILL BE DISPOSED OF IN THE MANNER SPECIFIED BY LOCAL AND/OR STATE REGULATION OR BY THE MANUFACTURER.

SANITARY WASTE - ALL SANITARY WASTE WILL BE COLLECTED FROM THE PORTABLE UNITS BY A LOCAL, LICENSED WATER MANAGEMENT COMPANY, AS REQUIRED BY LOCAL REGULATION.

OFFSITE VEHICLE TRACKING - A ROCK CONSTRUCTION ENTRANCE HAS BEEN PROVIDED TO HELP REDUCE VEHICLE TRACKING OF SEDIMENTS ONTO PUBLIC ROADS. ALL SEDIMENTS SPILLED, DROPPED, WASHED OR TRACKED ONTO PUBLIC ROADWAYS MUST BE SWEPT. CAUSE SUCH SOILING OR LITTERING TO BE CLEANED UP BY SWEEPING NOT LATER THAN THE END OF THE WORKING DAY ON WHICH SUCH SOILING OR LITTERING SHALL HAVE OCCURRED OR BEEN OBSERVED. DUMP TRUCKS HAULING LOOSE MATERIALS (SAND, TOPSOIL, ETC.) TO AND/OR FROM THE SITE SHALL BE COVERED WITH A TARPAULIN.

VEHICLE CLEANING - NO ENGINE DEGREASING IS ALLOWED ON-SITE. EXTERNAL WASHING OF VEHICLES TO BE CONFINED TO A DEFINED AREA ("BOBS' YARD") ON-SITE. CONTRACTOR TO PROVIDE DESIGNATED TRUCK WASHOUT AREA WITH APPROPRIATE SIGNAGE. WASHOUT AREA IS TO BE A MINIMUM OF 50' FROM DITCHES, PONDS, OR OTHER STORMWATER FEATURES. ALL LIQUID AND SOLID WASTE GENERATED BY WASHOUT OPERATIONS MUST BE CONTAINED IN A LEAK-PROOF CONTAINMENT FACILITY OR IMPERVIOUS LINER (E.G. COMPACTED CLAY LINER, IMPERMEABLE GEO-MEMBRANE) AND DISPOSED OF PROPERLY.

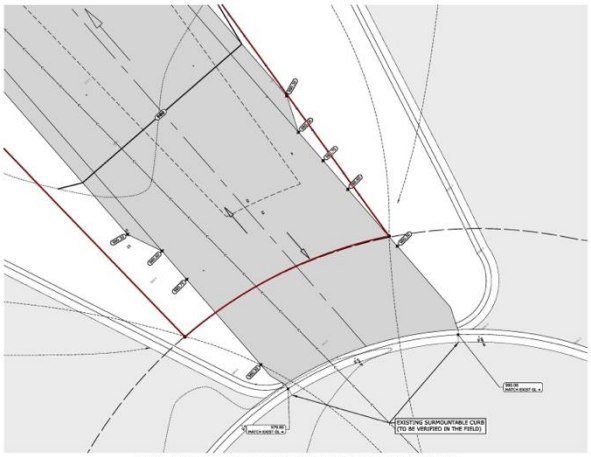
SPILL PREVENTION AND CONTROL - ALL VEHICLES WILL BE CHECKED FOR LEAKING OIL AND FLUIDS. VEHICLES LEAKING FLUIDS WILL NOT BE ALLOWED ON-SITE. SPILL KITS WILL BE STORED ON-SITE AND ALL SPILLS WILL BE CLEANED UP IMMEDIATELY DISCOVERY. SPENT ABSORBENT MATERIALS AND RAGS WILL BE HAULED OFF-SITE IMMEDIATELY AFTER THE SPILL IS CLEANED UP AND PROPERLY DISPOSED OF. SPILL PREVENTION AND CONTROL MEASURES SHALL BE IMPLEMENTED ONCE CONSTRUCTION BEGINS.

SOIL STOCKPILES - INSTALL SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS AROUND ALL TEMPORARY SOIL STOCKPILES. LOCATE SOIL STOCKPILES AT LEAST 25 FEET FROM ROADWAYS, DITCHES, OR DRAINAGE CHANNELS. DO NOT PLACE SOIL WHERE IT MAY WASH INTO SURFACE WATER, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS, OR CONDUITS AND DITCHES UNLESS THERE IS A BYPASS IN PLACE FOR THE STORMWATER. IF REMAINING FOR MORE THAN 7 DAYS, STABILIZE THE STOCKPILES BY MULCHING, VEGETATIVE COVER, TARPS, OR OTHER MEANS. DURING STREET REPAIR, COVER CONSTRUCTION SOIL OR DIRT STOCKPILES LOCATED CLOSER THAN 5 # (25 FEET) TO A ROADWAY OR DRAINAGE CHANNEL WITH TARPS, AND PROTECT STORM SEWER INLETS WITH SILT SACKS OR STAKED SILT FENCE.

PROVIDE MSPCD (OR APPROVED EQUAL) FOR INLET PROTECTION AT ALL EXISTING STORM SEWER INLETS THAT WILL RECEIVE RUN-OFF DURING CONSTRUCTION. INLET PROTECTION TO REMAIN IN-PLACE UNTIL AT LEAST 70% OF SITE VEGETATION HAS BEEN ESTABLISHED.

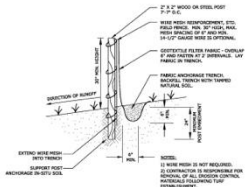
CONTRACTOR TO PROVIDE DESIGNATED CONCRETE TRUCK WASHOUT AREA WITH APPROPRIATE SIGNAGE. KEEP WASHOUT AREAS AS FAR AS PRACTICAL FROM STORM DRAINS, DITCHES AND PONDS. DO NOT ALLOW RUN-OFF FROM THOS AREA BY CONSTRUCTING A TEMPORARY PIT OR BERMED AREA LARGE ENOUGH FOR LIQUID AND SOLID WASTE. AFTER WASTE CONCRETE IS SET, BREAK-UP AND DISPOSE OF PROPERLY.

THE CONTRACTOR MUST DISCHARGE TUNNEL OR SEDIMENT-LADEN WATERS RELATED TO DEWATERING (E.G., PUMPED DISCHARGES, TRENCH/DITCH CUTS FOR DRAINAGE) TO A TEMPORARY OR PERMANENT SEDIMENTATION BASIN ON THE PROJECT SITE UNLESS INFEASIBLE. ALL DISCHARGES MUST BE DISPERSED OR TREATED. THE DISCHARGE IS UNTREATED IF THERE IS VISIBLE SEDIMENT IN THE WATER OR IF THE WATER HAS BEEN VISUALLY CHECKED TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED IN THE BASIN AND THAT RUDIMENTARY CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 3) WILL NOT RESULT FROM THE DISCHARGE. IF THE WATER CANNOT BE DISCHARGED TO A SEDIMENTATION BASIN PRIOR TO ENTERING THE SURFACE WATER, IT MUST BE TREATED WITH THE APPROPRIATE BMPS, SUCH THAT THE DISCHARGE DOES NOT ADVERSELY AFFECT THE RECEIVING WATER OR DOWNSTREAM PROPERTIES.



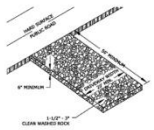
EASTERN ENTRANCE (PIONEER CREEK DRIVE)

NOT TO SCALE



SILT FENCE

NOT TO SCALE



ROCK CONSTRUCTION ENTRANCE

NOT TO SCALE

DETAILS & NOTES
1800 PIONEER CREEK CENTER

C3

M.G.A. | CHKD BY: M.G.A. | PROJ. NO. 25-2220 | ORIGINAL DATE: DECEMBER 13, 2029

DATE	REVISION/DESCRIPTION

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.
Garrett D. Anderson
DATE: 12.13.2029 LIC. NO. 56xxx

1800 PIONEER CREEK CENTER
MAPLE PLAIN, MINNESOTA
DETAILS & NOTES

PREPARED FOR:
PARKER SMITH

SITE PLANNING & ENGINEERING
PLOWE ENGINEERING, INC.
6776 LAKE DRIVE SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701