



AGENDA
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
March 24, 2025
5:30 PM

- 1. CALL TO ORDER**
- 2. ADOPT AGENDA**
- 3. DISCUSSION**
 - A. Enterprise Funds Budget
 - B. Fund 452- Met Council Grant
 - C. Medina/Common Bond Water Discussion
- 4. COUNCIL REPORTS AND OTHER BUSINESS**
 - A. City Hall Security
- 5. FUTURE WORKSHOP TOPICS**
 - A. Metcouncil Equity-Focused Water Efficiency Grant
 - B. Ice Skating Rink Maintenance
 - C. Parks/VMP Baseball/Softball Field Improvements
- 6. ADJOURNMENT**



Executive Summary
City Council Workshop

AGENDA ITEM:	2025 Enterprise Fund Budgets
PREPARED BY:	Jacob Kolander, City Administrator & Jessi Sturtz, Finance
RECOMMENDED ACTION:	Discussion & Decision

Summary:

The 2025 Enterprise Fund Budget is included in the meeting packet for your review. During the workshop, we will present and explain the budget details. We welcome council discussion and aim to finalize approval at the April meeting.

BUDGET MEMO

TO: CITY ADMINISTRATOR

FROM: JESSI STURTZ – ABDO FINANCIAL SOLUTIONS

SUBJECT: 2025 PROPOSED ENTERPRISE FUNDS BUDGET

DATE: 3/24/2025

Introduction

Upon your request, we have summarized some of the key items for consideration in this years' enterprise fund budget.

Budget Format

Key items in this year's budget:

- There are currently three enterprise funds operating in the City.
- The final 2025 enterprise fund budget has a net revenue of \$767,888.
- In 2023, a utility rate study was performed by Abdo Financial Solutions with assumptions agreed upon with management. Those projections are available in the rate study and have been incorporated into this budget.
- In the coming years there are several capital expenses planned so it is imperative to have adequate funds available.
- Debt service expenses have been budgeted for according to each individual debt issues bond service schedules. Included in this are bond indebtedness principal payments, bond indebtedness interest payments and fiscal agent fees. These items have been budgeted and presented according to each issue of debt's amortization schedule and bond document.

Enterprise Fund Summary

Typically, the enterprise funds include general operations, capital improvements, and debt service. The proposed 2025 enterprise fund budget is listed below for each fund:

	Water	Sewer	Storm Sewer
Revenues			
Sales and Fees	\$ 784,813	\$ 668,349	\$ 119,199
Interest and Penalties	28,322	2,876	11,634
Miscellaneous	32,704	20,354	14,815
Total Revenue	845,839	691,579	195,648
	Water	Sewer	Storm Sewer
Expenses			
Personnel	6,230	6,230	3,110
Administrative	149,900	336,450	9,500
Planning and Engineering	21,000	2,300	4,500
Repairs and Maintenance	100,000	2,600	11,000
Insurance	9,950	1,860	-
Miscellaneous	8,000	3,500	11,400
Utilities	50,500	3,000	-
Supplies	17,100	1,350	-
Debt Service	71,672	36,319	20,507
Transfers	-	-	50,000
Capital and Equipment	11,000	-	16,200
Total Expenses	\$ 445,352	\$ 393,609	\$ 126,217
Revenues Over (Under) Expenses	400,487	297,970	69,431
Less: Depreciation (non-cash item)	240,828	86,352	49,584
Change in Fund Balance	159,659	211,618	19,847

Enterprise Fund Detail

Section 3, Item A.

On the following pages each individual enterprise funds actual operating results from 2023, year-to-date results, 2024 budget and final 2025 budget are presented.

Water Fund Budget Summary

	Actual 2023	Budget 2024	YTD 12/31/2024	Budget 2025	Amount Change	Percent Change
Revenues						
Water sales	\$ 741,703	\$ 676,547	\$ 713,465	\$ 784,813	\$ 108,266	16.0%
Interest and Penalties	18,927	-	58,285	28,322	28,322	0.0%
Miscellaneous	19,259	29,194	83,122	32,704	3,510	12.0%
Refunds and Reimbursements	-	-	60,346	-	-	0.0%
Total Revenues	779,889	705,741	915,218	845,839	140,098	19.9%
Expenses						
Personnel	\$ -	\$ 4,606	\$ -	\$ 6,230	\$ 1,624	35.3%
Supplies	5,874	18,782	10,862	17,100	(1,682)	-9.0%
Administrative	112,417	83,080	135,980	149,900	66,820	80.4%
Utilities	47,645	51,073	43,893	50,500	(573)	-1.1%
Planning and Engineering	18,091	27,038	20,345	21,000	(6,038)	-22.3%
Insurance	13,500	8,240	13,872	9,950	1,710	20.8%
Repairs and Maintenance	107,223	57,468	97,815	100,000	42,532	74.0%
Miscellaneous	83,373	10,313	7,824	8,000	(2,313)	-22.4%
Capital and Equipment	10,392	-	2,808	11,000	11,000	0.0%
Debt Service	75,680	457,898	81,620	71,672	(386,226)	-84.4%
Total Expenses	474,195	718,498	415,019	445,352	(273,146)	-38.0%
Revenues Over (Under) Expenses	305,694	(12,757)	500,199	400,487	413,244	
Less: Depreciation (non-cash item)	240,824	-	240,824	240,828		
Change in Fund Balance	64,870	(12,757)	259,375	159,659		

Water Fund Key Information:

- As mentioned above, a utility rate study was performed for the Water fund in 2023. These budgeted numbers reflect the outcomes presented in that projection.
- Administrative – Increase in auditing and accounting of \$9,000 due to Abdo invoices allocated out between funds for 2025. There is also an increase in contracted services of \$58,000 to align more with actuals from the previous two years.
- Repair and Maintenance – Increase due to increase of equipment repair and maintenance of \$43,000.
- Debt Service – Decrease due to not budgeting for the principal debt service payments, as they are hitting bonds payable instead of the expense.
- Depreciation is a reduction in the value of an asset with the passage of time, due in particular to wear and tear.
*Depreciation is a non-cash item and thus does not impact cash balances, only fund balances.

Sewer Fund Budget Summary

Section 3, Item A.

	Actual 2023	YTD 12/31/2024	Budget 2024	Budget 2025	Amount Change	Percent Change
Revenues						
Sewer Sales	\$ 414,466	\$ 642,643	\$ 466,098	\$ 668,349	\$ 202,251	43.4%
Interest and Penalties	1,381	6,622	-	2,876	2,876	0.0%
Miscellaneous Revenues	72,862	39,376	20,096	20,354	258	1.3%
Transfers	93,315	-	-	-	-	0.0%
Total Revenues	582,024	688,641	486,194	691,579	205,385	42.2%
Expenses						
Personnel	\$ -	\$ -	\$ 4,650	\$ 6,230	\$ 1,580	34.0%
Supplies	-	25	865	1,350	485	56.1%
Administrative	228,750	257,767	373,031	336,450	(36,581)	-9.8%
Utilities	2,921	2,765	2,992	3,000	8	0.3%
Planning and Engineering	21,255	262	2,163	2,300	137	6.3%
Insurance	2,813	2,577	2,163	1,860	(303)	-14.0%
Repairs and Maintenance	17,260	-	2,082	2,600	518	24.9%
Miscellaneous	6,603	293	8,868	3,500	(5,368)	-60.5%
Capital and Equipment	-	13,868	-	-	-	0.0%
Debt Service	35,178	40,552	152,211	36,319	(115,892)	-76.1%
Total Expenses	314,780	318,109	549,025	393,609	(155,416)	-28.3%
Revenues Over (Under) Expenses	267,244	370,532	(62,831)	297,970	360,801	
Less: Depreciation (non-cash item)	86,352	86,352	-	86,352		
Change in Fund Balance	180,892	284,180	(62,831)	211,618		

Sewer Fund Key Information:

- As mentioned above, a utility rate study was performed for the Sewer fund in 2023. These budgeted numbers reflect the outcomes presented in that projection.
- Miscellaneous- Decrease due to dues and subscriptions and miscellaneous expense. The 2025 budget is more in line with the actuals from previous years.
- Debt Service – Decrease due to not budgeting for the principal debt service payments, as they are hitting bonds payable instead of the expense.
- Depreciation is a reduction in the value of an asset with the passage of time, due in particular to wear and tear.
*Depreciation is a non-cash item and thus does not impact cash balances, only fund balances.

Storm Sewer Budget Summary

Section 3, Item A.

	Actual 2023	YTD 12/31/2024	Budget 2024	Budget 2025	Amount Change	Percent Change
Revenues						
Storm Water Fees	\$ 90,068	\$ 113,525	\$ -	\$ 119,199	\$ 119,199	0.0%
Interest and Penalties	7,140	24,355	-	11,634	11,634	0.0%
Miscellaneous Revenue	9,889	25,993	-	14,815	14,815	0.0%
Refunds and Reimbursements	-	1,500	-	-	-	0.0%
Transfers	-	50,000	50,000	50,000	-	0.0%
Total Revenues	107,097	215,373	50,000	195,648	145,648	291.3%
Expenses						
Personnel	\$ -	\$ -	\$ -	\$ 3,110	\$ 3,110	0.0%
Administrative	4,915	4,783	5,150	9,500	4,350	84.5%
Planning and Engineering	12,976	3,593	5,150	4,500	(650)	-12.6%
Repairs and Maintenance	-	10,887	-	11,000	11,000	0.0%
Supplies	-	98	-	-	-	0.0%
Miscellaneous	20,900	10	11,340	11,400	60	0.5%
Debt Service	22,421	21,756	24,127	20,507	(3,620)	-15.0%
Capital and Equipment	-	-	-	16,200	16,200	0.0%
Transfers	-	50,000	50,000	50,000	-	0.0%
Total Expenses	61,212	91,127	95,767	126,217	30,450	31.8%
Revenues Over (Under) Expenses	45,885	124,246	(45,767)	69,431	115,198	
Less: Depreciation (non-cash item)	49,584	49,584	8,095	49,584		

Storm Sewer Fund Key Information:

- Each line item was budgeted in an attempt to be in line with actuals from previous years.
- Administrative – Increase due to Abdo invoices allocated out between funds for 2025
- Depreciation is a reduction in the value of an asset with the passage of time, due in particular to wear and tear.
**Depreciation is a non-cash item and thus does not impact cash balances, only fund balances.*



City of Maple Plain Fee Schedule

Utilities

Quarterly Utility Billing

State Water Testing Fee	\$ 2.45		
Water Treatment Plant Charge			
Residential	\$ 25.00		
Commercial	\$ 30.00		
	<i>Within the City</i>	<i>Outside the City*</i>	* a 35% surcharge will charged to properties outside the City limits as calculated here.
Water Fixed Fee	\$ 11.13	\$ 15.03	
Water Volume Charges*			* per 1000 gallons
Up to 6,000 gallons	\$ 8.73	\$ 10.85	
6,001 – 12,000 gallons	\$ 9.17	\$ 12.38	
12,001 – 24,000 gallons	\$ 9.61	\$ 12.97	
24,001 gallons and above	\$ 10.58	\$ 14.29	
Sewer Fixed Fee	\$ 97.61		
Sewer Volume Charges*			* Based on Quarter 1 water use per City Code 9-74.
Up to 6,000 gallons	\$97.61 Fixed Fee Only		
6,001 gallons and above	\$ 8.05 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	\$ 53.92 per acre		
Single- & Two-Family Res.	\$ 11.86 per lot		
Multi-Family Residential	\$ 71.89 per acre		
Church & Institutional	\$ 53.92 per acre		
Mixed Use (Comm./Retail)	\$ 107.83 per acre		
Industrial or Office Park	\$ 107.83 per acre		

Other Utility Fees

Fee Description	Amount	Notes
Inflow & Infiltration Violation	\$500 per quarter	
Overdue/Unpaid Bills	Cost + 10% Penalty Fee per quarter	
Sewer Access Charge		
MCES Charge	\$2,485 per unit	
City Charge	\$800 per unit	
Water Access Charge		
Within the City	\$3,000 per unit	
Outside the City	\$7,500 per unit	
Water Meter	Cost	
Meter Testing	Cost of Test	
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/Construction Meters (per month)	\$100 plus volume charges (\$20 per 1,000 gallons)	
Deposit	\$2000	
Water or Sewer Disconnect/Restart	\$60	
Sanitary Sewer Lateral Repair Permit	\$50	
Water Line Repair Permit	\$50	
Utility Assessment Penalty	\$150	

City of Maple Plain, Minnesota
2023 – 2027 Utility Rate Study
Scenario 2

	Actual 2022	Proposed 2023	Proposed 2024	Proposed 2025	Proposed 2026	Proposed 2027
Water Rates (Scenario 2)						
Proposed Rate Change - Usage		10.0%	10.0%	10.0%	8.0%	5.0%
Proposed Rate Change - Fixed		10.0%	10.0%	10.0%	8.0%	5.0%
Residential						
Water Volume						
Up to 6,000	6.56	7.22	7.94	8.73	9.43	9.90
6,001 to 12,000	6.89	7.58	8.34	9.17	9.90	10.40
12,001 to 24,000	7.22	7.94	8.74	9.61	10.38	10.90
24,001 and above	7.95	8.75	9.62	10.58	11.43	12.00
Fixed Fees						
State Water Testing Fee	2.45	2.45	2.45	2.45	2.45	2.45
Water Treatment Plant Charge	25.00	25.00	25.00	25.00	25.00	25.00
Water Fixed Fee	9.20	10.12	11.13	12.25	13.22	13.89
Commercial						
Water Volume						
Up to 6,000	6.56	7.22	7.94	8.73	9.43	9.90
6,001 to 12,000	6.89	7.58	8.34	9.17	9.90	10.40
12,001 to 24,000	7.22	7.94	8.74	9.61	10.38	10.90
24,001 and above	7.95	8.75	9.62	10.58	11.43	12.00
Fixed Fees						
State Water Testing Fee	2.45	2.45	2.45	2.45	2.45	2.45
Water Treatment Plant Charge	30.00	30.00	30.00	30.00	30.00	30.00
Water Fixed Fee	9.20	10.12	11.13	12.25	13.22	13.89

Sewer Rates (Scenario 2)						
Proposed Rate Change - Usage		5.0%	5.0%	4.0%	3.0%	3.0%
Proposed Rate Change - Fixed		5.0%	5.0%	4.0%	3.0%	3.0%
Residential						
Sewer Volume						
Up to 6,000	-	-	-	-	-	-
6,001 and above	7.02	7.37	7.74	8.05	8.29	8.54
Fixed Fees						
Sewer Fixed Fee (Base Charge)	85.13	89.39	93.86	97.61	100.54	103.55
Commercial						
Sewer Volume						
Up to 6,000	-	-	-	-	-	-
6,001 and above	7.02	7.37	7.74	8.05	8.29	8.54
Fixed Fees						
Sewer Fixed Fee (Base Charge)	85.13	89.39	93.86	97.61	100.54	103.55

Storm Water Rates (Scenario 2)						
Proposed Rate Change - Fixed		5.0%	5.0%	5.0%	5.0%	5.0%
Residential						
Fixed Fees						
Storm Water Utility Fee - 1 lot	10.25	10.76	11.30	11.87	12.46	13.08
Storm Water Utility Fee - 2 lot	20.49	21.51	22.59	23.72	24.91	26.15
Commercial						
Fixed Fees						
Undeveloped land	46.58	48.91	51.35	53.92	56.62	59.45
Church	46.58	48.91	51.35	53.92	56.62	59.45
Multi Family	62.10	65.21	68.47	71.89	75.48	79.26
Mixed Use	93.15	97.81	102.70	107.83	113.22	118.89
Industrial	93.15	97.81	102.70	107.83	113.22	118.89
Office Park	93.15	97.81	102.70	107.83	113.22	118.89

City of Maple Plain, Minnesota
Stormwater Fund
Cash Flow Projections
Scenario 2
For the Years Ending December 31, 2022 through 2031

Section 3, Item A.

	Actual results				RATE STUDY PROJECTIONS				Estimated 2028	Estimated 2029	Estimated 2030	Estimated 2031
	2020	2021	2022	2023	Estimated 2024	Estimated 2025	Estimated 2026	Estimated 2027				
Projected Rate Increase												
Fixed					5%	5%	5%	5%				
Cash Flows from Operating Activities												
Receipts from customers and users												
Receipts from customers	\$ 74,923	\$ 73,548	\$ 69,285	\$ 82,058	\$ 80,173	\$ 83,633	\$ 86,668	\$ 89,814	\$ 92,508	\$ 95,283	\$ 98,142	\$ 101,086
Penalties	-	-	-	-	1,170	1,170	1,170	1,170	1,170	1,170	1,170	1,170
Other revenues	-	-	-	-	-	-	-	-	-	-	-	-
Payments to suppliers/service providers	(13,137)	(7,226)	(51,256)	(30,497)	(30,811)	(31,278)	(31,763)	(32,266)	(32,788)	(33,330)	(33,892)	(34,475)
Payments to employees	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from operating activities	61,786	66,322	18,029	51,561	50,532	53,525	56,075	58,718	60,890	63,123	65,420	67,781
Cash Flows from Noncapital Financing Activities												
Transfers to other funds	-	-	-	-	-	-	-	-	-	-	-	-
Transfers for debt obligations	-	-	-	-	-	-	-	-	-	-	-	-
Transfers for capital and other	-	-	-	-	-	-	-	-	-	-	-	-
Net cash from noncapital financing activities	-	-	-	-	-	-	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities												
Acquisition of capital assets	-	(242,017)	(27,921)	-	(313,000)	-	-	(320,000)	(360,000)	-	(300,000)	-
Capital Reserve	-	-	-	-	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Connection fees received	-	-	-	-	-	-	-	-	-	-	-	-
Special assessments received	16,380	36,961	24,591	21,067	14,815	14,815	14,815	14,815	14,815	14,815	14,815	14,815
Proceeds of long-term debt, net of issuance costs	-	188,745	-	-	313,000	-	-	320,000	360,000	-	300,000	-
Interest paid on long-term debt	(23,144)	(22,287)	(24,508)	(22,961)	(21,756)	(29,270)	(27,319)	(25,293)	(32,227)	(39,641)	(36,239)	(41,183)
Principal paid on long-term debt	(40,000)	(40,000)	(40,000)	(45,000)	(50,000)	(70,867)	(75,867)	(75,867)	(97,200)	(121,200)	(121,200)	(141,200)
Net cash from capital and related financing activities	(46,764)	(78,598)	(67,838)	(46,894)	(61,941)	(90,322)	(93,371)	(91,345)	(119,612)	(151,026)	(147,624)	(172,568)
Cash Flows from Investing Activities												
Investment earnings and other activity	1,455	1,297	3,410	7,140	1,229	1,236	1,244	1,252	1,259	1,267	1,275	1,283
Net Increase (Decrease)												
In Cash and Cash Equivalents	16,477	(10,979)	(46,399)	11,807	(10,181)	(35,561)	(36,052)	(31,376)	(57,463)	(86,636)	(80,929)	(103,504)
Cash and Cash Equivalents, January 1	519,408	535,885	524,906	478,507	490,314	480,133	444,573	408,521	377,145	319,682	233,045	152,116
Cash and Cash Equivalents, December 31	<u>\$ 535,885</u>	<u>\$ 524,906</u>	<u>\$ 478,507</u>	<u>\$ 490,314</u>	<u>\$ 480,133</u>	<u>\$ 444,573</u>	<u>\$ 408,521</u>	<u>\$ 377,145</u>	<u>\$ 319,682</u>	<u>\$ 233,045</u>	<u>\$ 152,116</u>	<u>\$ 48,612</u>
Minimum Target Operating Reserve		<u>\$ 90,136</u>	<u>\$ 83,210</u>	<u>\$ 87,162</u>	<u>\$ 115,776</u>	<u>\$ 119,067</u>	<u>\$ 117,293</u>	<u>\$ 145,821</u>	<u>\$ 177,506</u>	<u>\$ 174,385</u>	<u>\$ 199,621</u>	<u>\$ 196,028</u>
Cash in Excess of Reserve		<u>\$ 434,770</u>	<u>\$ 395,298</u>	<u>\$ 403,152</u>	<u>\$ 364,358</u>	<u>\$ 325,505</u>	<u>\$ 291,228</u>	<u>\$ 231,324</u>	<u>\$ 142,176</u>	<u>\$ 58,660</u>	<u>\$ -</u>	<u>\$ -</u>
Average quarterly bill		<u>\$ 10.25</u>	<u>\$ 10.25</u>		<u>\$ 10.76</u>	<u>\$ 11.30</u>	<u>\$ 11.87</u>	<u>\$ 12.46</u>				
Average percentage increase				0%	5%	5%	5%	5%				
Average quarterly dollar increase			\$ -	\$ -	\$ 0.51	\$ 0.54	\$ 0.57	\$ 0.59				
Average annual dollar increase			\$ -	\$ -	\$ 2.05	\$ 2.15	\$ 2.26	\$ 2.37				

City of Maple Plain, Minnesota
Water Fund
Cash Flow Projections - Detailed
Scenario 2
For the Years Ending December 31, 2022 through 2031

Section 3, Item A.

	Actual results				RATE STUDY PROJECTIONS							
	2020	2021	2022	2023	Estimated 2024	Estimated 2025	Estimated 2026	Estimated 2027	Estimated 2028	Estimated 2029	Estimated 2030	Estimated 2031
Projected Rate Increase												
Usage rates					10%	10%	8%	5%				
Fixed					10%	10%	8%	5%				
Cash Flows from Operating Activities												
Receipts from customers and users												
Receipts from customers	\$ 428,657	\$ 490,419	\$ 625,098	\$ 560,313	\$ 681,628	\$ 739,537	\$ 790,602	\$ 825,185	\$ 849,941	\$ 875,439	\$ 901,702	\$ 928,753
Penalties	-	-	-	-	4,094	4,094	4,094	4,094	4,094	4,094	4,094	4,094
Other revenues	-	-	-	-	-	-	-	-	-	-	-	-
Payments to suppliers/service providers	(234,624)	(224,301)	(245,232)	(415,377)	(363,854)	(376,949)	(390,686)	(405,097)	(420,217)	(436,079)	(452,723)	(470,182)
Payments to employees	(5,516)	(960)	(498)	-	-	-	-	-	-	-	-	-
Net cash from operating activities	188,517	265,158	379,368	144,936	321,867	366,681	404,009	424,181	433,817	443,453	453,072	462,664
Cash Flows from Noncapital Financing Activities												
Transfers to other funds												
(1) Transfers for debt obligations	(54,273)	(377,998)	-	-	-	-	-	-	-	-	-	-
Transfers for capital and other	30,600	-	-	-	-	-	-	-	-	-	-	-
Net cash from noncapital financing activities	(23,673)	(377,998)	-	-	-	-	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities												
Acquisition of capital assets	-	(353,088)	(406,717)	(37,832)	(718,000)	(720,000)	-	(718,500)	(781,000)	-	(415,000)	-
Capital Reserve	-	-	-	-	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Connection fees received	21,000	15,378	40,583	187,500	-	-	-	-	-	-	-	-
Special assessments received	32,045	79,112	46,517	38,850	29,487	29,487	29,487	29,487	29,487	29,487	29,487	29,487
Proceeds of long-term debt, net of issuance costs	-	933,173	351,774	-	718,000	700,000	-	500,000	760,000	-	355,000	-
Interest paid on long-term debt	(80,301)	(75,104)	(92,556)	(91,726)	(84,263)	(93,030)	(100,649)	(87,095)	(91,867)	(104,190)	(95,284)	(96,081)
Principal paid on long-term debt	(306,000)	(470,000)	(351,355)	(358,183)	(378,826)	(442,020)	(493,687)	(273,350)	(329,711)	(313,533)	(318,533)	(347,200)
Net cash from capital and related financing activities	(333,256)	129,471	(411,754)	(261,391)	(453,603)	(545,563)	(584,849)	(569,458)	(433,091)	(408,237)	(464,331)	(433,794)
Cash Flows from Investing Activities												
Investment earnings and other activity	3,025	2,616	7,755	18,927	3,040	3,040	3,040	3,040	3,040	3,040	3,040	3,040
Net Increase (Decrease)												
In Cash and Cash Equivalents	(165,387)	19,247	(24,631)	(97,528)	(128,696)	(175,842)	(177,800)	(142,237)	3,766	38,256	(8,219)	31,910
Cash and Cash Equivalents, January 1	1,143,142	977,755	997,002	972,371	874,843	746,147	570,305	392,504	250,267	254,033	292,289	284,071
Cash and Cash Equivalents, December 31	<u>\$ 977,755</u>	<u>\$ 997,002</u>	<u>\$ 972,371</u>	<u>\$ 874,843</u>	<u>\$ 746,147</u>	<u>\$ 570,305</u>	<u>\$ 392,504</u>	<u>\$ 250,267</u>	<u>\$ 254,033</u>	<u>\$ 292,289</u>	<u>\$ 284,071</u>	<u>\$ 315,981</u>
Minimum Target Operating Reserve		<u>\$ 566,776</u>	<u>\$ 657,598</u>	<u>\$ 645,016</u>	<u>\$ 723,525</u>	<u>\$ 789,679</u>	<u>\$ 562,993</u>	<u>\$ 631,686</u>	<u>\$ 635,763</u>	<u>\$ 640,179</u>	<u>\$ 678,372</u>	<u>\$ 675,393</u>
Cash in Excess of Reserve		<u>\$ 430,226</u>	<u>\$ 314,774</u>	<u>\$ 229,827</u>	<u>\$ 22,623</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Average Quarterly bill (11,000 gallons)		<u>\$ 108.01</u>	<u>\$ 108.01</u>		<u>\$ 116.31</u>	<u>\$ 125.44</u>	<u>\$ 133.48</u>	<u>\$ 138.90</u>				
Average percentage increase				0.0%	7.1%	7.3%	6.0%	3.9%				
Average quarterly dollar increase				\$ -	\$ 8.30	\$ 9.13	\$ 8.04	\$ 5.42				
Average annual dollar increase				\$ -	\$ 33.20	\$ 36.52	\$ 32.14	\$ 21.70				

(1) Transfers for debt service are expected to end in 2021, the related debt service payments will be made directly from the fund.

City of Maple Plain, Minnesota
Sewer Fund
Cash Flow Projections
Scenario 2
For the Years Ending December 31, 2022 through 2031

Section 3, Item A.

	Actual results				RATE STUDY PROJECTIONS				Estimated 2028	Estimated 2029	Estimated 2030	Estimated 2031
	2020	2021	2022	2023	Estimated 2024	Estimated 2025	Estimated 2026	Estimated 2027				
Projected Rate Increase												
Usage rates					5%	4%	3%	3%				
Fixed					5%	4%	3%	3%				
Cash Flows from Operating Activities												
Receipts from customers and users												
Receipts from customers	\$ 330,657	\$ 358,388	\$ 381,224	\$ 466,889	\$ 481,725	\$ 501,040	\$ 516,120	\$ 531,604	\$ 547,552	\$ 563,979	\$ 580,898	\$ 598,325
Penalties	-	-	-	-	4,001	4,001	4,001	4,001	4,001	4,001	4,001	4,001
Other revenues	-	-	-	-	-	-	-	-	-	-	-	-
Payments to suppliers/service providers	(344,107)	(310,981)	(265,809)	(282,188)	(296,191)	(308,490)	(321,310)	(334,678)	(348,614)	(363,144)	(378,292)	(394,089)
Payments to employees	(4,878)	-	(677)	(303)	-	-	-	-	-	-	-	-
Net cash from operating activities	(18,328)	47,407	114,738	184,398	189,535	196,551	198,811	200,927	202,939	204,836	206,607	208,237
Cash Flows from Noncapital Financing Activities												
Transfers to other funds												
(1) Transfers for debt obligations	(50,510)	(330,402)	-	-	-	-	-	-	-	-	-	-
Cash Flows from Capital and Related Financing Activities												
Acquisition of capital assets	-	(314,235)	(66,768)	(93,315)	(411,000)	-	(10,000)	(380,000)	(540,000)	-	(190,000)	-
Capital Reserve	-	-	-	-	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Connection fees received	6,570	3,285	3,285	-	-	-	-	-	-	-	-	-
Special assessments received	18,217	62,054	35,684	30,210	20,354	20,354	20,354	20,354	20,354	20,354	20,354	20,354
Proceeds of long-term debt, net of issuance costs	-	782,565	150,948	-	386,000	-	-	320,000	540,000	-	180,000	-
Interest paid on long-term debt	(25,035)	(21,808)	(43,782)	(45,017)	(38,710)	(45,626)	(40,862)	(36,039)	(39,918)	(50,573)	(46,379)	(47,094)
Principal paid on long-term debt	(50,000)	(185,000)	(97,647)	(112,339)	(103,847)	(134,580)	(134,580)	(136,917)	(170,223)	(148,067)	(153,067)	(165,067)
Net cash from capital and related financing activities	(50,248)	326,861	(18,280)	(220,461)	(167,204)	(179,853)	(185,088)	(232,602)	(209,788)	(198,286)	(209,092)	(211,807)
Cash Flows from Investing Activities												
Investment earnings and other activity	337	363	1,025	2,265	303	305	307	310	312	314	317	319
Net Increase (Decrease)												
In Cash and Cash Equivalents	(118,749)	44,229	97,483	(33,798)	22,634	17,004	14,030	(31,365)	(6,537)	6,865	(2,169)	(3,250)
Cash and Cash Equivalents, January 1	15,769	(102,980)	(58,751)	38,732	4,934	27,569	44,572	58,603	27,237	20,701	27,566	25,397
Cash and Cash Equivalents, December 31	<u>\$ (102,980)</u>	<u>\$ (58,751)</u>	<u>\$ 38,732</u>	<u>\$ 4,934</u>	<u>\$ 27,569</u>	<u>\$ 44,572</u>	<u>\$ 58,603</u>	<u>\$ 27,237</u>	<u>\$ 20,701</u>	<u>\$ 27,566</u>	<u>\$ 25,397</u>	<u>\$ 22,147</u>
Minimum Target Operating Reserve		<u>\$ 274,672</u>	<u>\$ 298,602</u>	<u>\$ 290,652</u>	<u>\$ 334,451</u>	<u>\$ 336,097</u>	<u>\$ 340,294</u>	<u>\$ 384,448</u>	<u>\$ 380,211</u>	<u>\$ 388,592</u>	<u>\$ 409,205</u>	<u>\$ 409,205</u>
Cash in Excess of Reserve		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Average Quarterly bill (9,400 gallons)			<u>\$ 120.23</u>	<u>\$ 120.23</u>	<u>\$ 126.24</u>	<u>\$ 131.29</u>	<u>\$ 135.23</u>	<u>\$ 139.29</u>				
Average percentage increase				0%	5%	4%	3%	3%				
Average quarterly dollar increase				\$ -	\$ 6.01	\$ 5.05	\$ 3.94	\$ 4.06				
Average annual dollar increase				\$ -	\$ 24.05	\$ 20.20	\$ 15.75	\$ 16.23				

(1) Transfers for debt service are expected to end in 2021, the related debt service payments will be made directly from the fund.

PURCHASED WATER FROM CITY OF MAPLE PLAIN					
	Comm	Res (proposed)			
			40%	45%	50%
	\$ 15.03	\$ 15.03			
PER GALLON:					
1-5	\$ 10.73	\$ 10.85	12.22	12.66	13.1
6-11	\$ 11.25	\$ 12.38	12.84	13.3	13.76
12-23	\$ 11.79	\$ 12.97	13.45	13.93	14.42
24K & UP	\$ 12.99	\$ 14.29	14.81	15.34	15.87

02-00000189-01-5-W	4729	IRONWOOD CIR	57	62	5	\$ 62.44
02-00000198-00-4-W	4730	IRONWOOD CIR	11	13	2	\$ 33.17
02-00000191-01-0-W	4731	IRONWOOD CIR	10	11	1	\$ 23.42
02-00000199-01-8-W	4732	IRONWOOD CIR	12	17	5	\$ 62.44
02-00000192-01-1-W	4733	IRONWOOD CIR	14	20	6	\$ 72.66
02-00000204-01-3-W	4734	IRONWOOD CIR	2	3	1	\$ 23.42
02-00000193-00-9-W	4735	IRONWOOD CIR	9	9	0	\$ 13.66
02-00000207-00-3-W	4736	IRONWOOD CIR	7	9	2	\$ 33.17
02-00000194-00-0-W	4737		2	2	0	\$ 13.66
02-00000220-00-2-W	4738	IRONWOOD CIR	0	0	0	\$ 13.66
02-00000230-00-5-W	4738	IRONWOOD CIR IRR	425	425	0	\$ 13.66
02-00000196-00-2-W	4739	IRONWOOD CIR	27	31	4	\$ 52.68
02-00000177-00-7-W	4750	IRONWOOD CIR	0	0	0	\$ 13.66
02-00000183-01-9-W	4751	IRONWOOD CIR	20	22	2	\$ 33.17
02-00000178-01-1-W	4752	IRONWOOD CIR	16	17	1	\$ 23.42
02-00000184-00-7-W	4753	IRONWOOD CIR	7	8	1	\$ 23.42
02-00000179-02-5-W	4754	IRONWOOD CIR	29	29	0	\$ 13.66
02-00000185-01-1-W	4755	IRONWOOD CIR	15	18	3	\$ 42.93
02-00000180-02-9-W	4756	IRONWOOD CIR	23	24	1	\$ 23.42
02-00000186-01-2-W	4757	IRONWOOD CIR	16	19	3	\$ 42.93
02-00000181-03-3-W	4758	IRONWOOD CIR	47	47	0	\$ 13.66

Total charges				
Proposed	40%	45%	50%	
\$ 69.28	\$ 76.13	\$ 78.33	\$ 80.53	
\$ 36.73	\$ 39.47	\$ 40.35	\$ 41.23	
\$ 25.88	\$ 27.25	\$ 27.69	\$ 28.13	
\$ 69.28	\$ 76.13	\$ 78.33	\$ 80.53	
\$ 89.31	\$ 92.07	\$ 94.83	\$ 97.59	
\$ 25.88	\$ 27.25	\$ 27.69	\$ 28.13	
\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03	
\$ 36.73	\$ 39.47	\$ 40.35	\$ 41.23	
\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03	
\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03	
\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03	
\$ 58.43	\$ 63.91	\$ 65.67	\$ 67.43	
\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03	
\$ 36.73	\$ 39.47	\$ 40.35	\$ 41.23	
\$ 25.88	\$ 27.25	\$ 27.69	\$ 28.13	
\$ 25.88	\$ 27.25	\$ 27.69	\$ 28.13	
\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03	
\$ 47.58	\$ 51.69	\$ 53.01	\$ 54.33	
\$ 25.88	\$ 27.25	\$ 27.69	\$ 28.13	
\$ 47.58	\$ 51.69	\$ 53.01	\$ 54.33	
\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03	

02-00000187-01-3-W	4759	IRONWOOD CIR	14	17	3	\$ 42.93	\$ 47.58	\$ 51.69	\$ 53.01	\$ 54.33
02-00000197-00-3-W	4760	IRONWOOD CIR IRR	398	398	0	\$ 13.66	\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03
02-00000182-00-5-W	4760	IRONWOOD CIR	7	9	2	\$ 33.17	\$ 36.73	\$ 39.47	\$ 40.35	\$ 41.23
02-00000188-00-1-W	4761	IRONWOOD CIR	20	25	5	\$ 62.44	\$ 69.28	\$ 76.13	\$ 78.33	\$ 80.53
02-00000244-01-5-W	4775	Juniper Cur	615	619	4	\$ 52.68	\$ 58.43	\$ 63.91	\$ 65.67	\$ 67.43
					0		\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03
02-00000245-00-3-W	4800	Juniper Cur	202	208	6	\$ 72.66	\$ 89.31	\$ 92.07	\$ 94.83	\$ 97.59
02-00000245-00-3-I		Irrigation	542	542	0					
02-00000277-01-7-W	4560	Spruce Way	206	210	4	\$ 52.68	\$ 58.43	\$ 63.91	\$ 65.67	\$ 67.43
					0		\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03
02-00000284-00-4-W	4580	Spruce Way	146	149	3	\$ 42.93	\$ 47.58	\$ 51.69	\$ 53.01	\$ 54.33
02-00000239-00-4-W	4600	Spruce Way	440	447	7	\$ 82.89	\$ 101.69	\$ 104.91	\$ 108.13	\$ 111.35
02-00000239-00-4-I		Irrigation	1455	1455	0			\$ 15.03	\$ 15.03	\$ 15.03
02-00000246-00-4-W	4620	Spruce Way	71	73	2	\$ 33.17	\$ 36.73	\$ 39.47	\$ 40.35	\$ 41.23
02-00000246-00-4-I		Irrigation	995	995	0			\$ 15.03	\$ 15.03	\$ 15.03
02-00000242-00-0-W	4625	Spruce Way	1118	1127	9	\$ 103.35	\$ 126.45	\$ 130.59	\$ 134.73	\$ 138.87
02-00000242-00-0-I		Spruce Way	541	541	0		\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03
02-00000240-01-1-W	4640	Spruce Way	510	515	5	\$ 62.44	\$ 69.28	\$ 76.13	\$ 78.33	\$ 80.53
02-00000240-01-1-I		Irrigation	868	868	0					
02-00000235-00-0-W	4660	Spruce Way	845	851	6	\$ 72.66	\$ 89.31	\$ 92.07	\$ 94.83	\$ 97.59
02-00000235-00-0-I		Irrigation	682	682	0					
02-00000195-00-1-W	4675	Spruce Way	479	486	7	\$ 82.89	\$ 101.69	\$ 104.91	\$ 108.13	\$ 111.35
02-00000195-00-1-I		Irrigation	526	526	0					
02-00000237-00-2-W	4680	Spruce Way	402	405	3	\$ 42.93	\$ 47.58	\$ 51.69	\$ 53.01	\$ 54.33
02-00000237-00-2-I		Irrigation	654	654	0					
02-00000234-00-9-W	4695	Spruce Way	1140	1149	9	\$ 103.35	\$ 126.45	\$ 130.59	\$ 134.73	\$ 138.87
02-00000234-00-9-I		Irrigation	1072	1072	0					
02-00000247-00-5-W	4700	Spruce Way	159	162	3	\$ 42.93	\$ 47.58	\$ 51.69	\$ 53.01	\$ 54.33
02-00000247-00-5-I		Irrigation	470	470	0					
02-00000241-00-9-W	4735	Spruce Way	580	589	9	\$ 103.35	\$ 126.45	\$ 130.59	\$ 134.73	\$ 138.87
02-00000241-00-9-I		Irrigation	537	537	0					
02-00000305-00-8-W	4760	Spruce Way	44	48	4	\$ 52.68	\$ 58.43	\$ 63.91	\$ 65.67	\$ 67.43
02-00000305-00-8-I	4760	Irrigation	158	158	0					
02-00000243-01-4-W	4770	Spruce Way	946	953	7	\$ 82.89	\$ 101.69	\$ 104.91	\$ 108.13	\$ 111.35

02-00000243-01-4-I		Spruce Way	737	737	0	
02-00000236-01-4-W	4775	Spruce Way	877	898	21	\$ 230.98
02-00000236-00-1-I		Irrigation	888	888	0	
02-00000214-00-3-W	4780	Spruce Way	133	135	2	\$ 33.17
02-00001136-00-3-W	4795	Spruce Way	82	87	5	\$ 62.44
02-00001136-00-3-I		Irrigation	23	23	0	
02-00000215-01-7-W	4800	Spruce Way	202	208	6	\$ 72.66
02-00000215-01-7-I		Irrigation	156	156	0	
					169	

\$ 15.03	\$ 15.03	\$ 15.03	\$ 15.03
\$ 287.40	\$ 297.48	\$ 307.56	\$ 317.85
\$ 36.73	\$ 39.47	\$ 40.35	\$ 41.23
\$ 69.28	\$ 76.13	\$ 78.33	\$ 80.53
\$ 89.31	\$ 92.07	\$ 94.83	\$ 97.59
<hr/>			
\$ 2724.80	\$ 2902.18	\$ 2978.82	\$ 3055.67



Executive Summary

City Council Workshop

AGENDA ITEM:	Fund 452- Met Council Grant
PREPARED BY:	Jacob Kolander
RECOMMENDED ACTION:	Discussion & Decision

Summary:

The City maintains Fund 452, which was established in 2015 as part of a Metropolitan Council Grant. Currently, this fund reflects a negative balance of \$179,729.23. This deficit resulted from project engineering fees that were coded to the fund but were not covered by the grant, requiring the City to finance these costs from other sources.

Following discussions with the City's auditors, three potential options have been identified to address this deficit:

1. Fund Transfer – If Fund 452 is not expected to generate revenue to cover the negative balance, the City may transfer funds from another source to clear the deficit permanently.
2. Advance to/from Another Fund – If Fund 452 is expected to repay the negative balance beyond one year, an advance between funds can be arranged.
3. Due to/from Another Fund – If repayment is anticipated within the next year, an interfund loan can be recorded to reflect the temporary deficit.

Given the circumstances, it is recommended that the City either:

- Transfer funds from the Capital Improvement Fund to close out Fund 452 permanently, or
- Establish an advance to/from another fund, implementing a structured repayment plan through a yearly transfer, potentially leveraging future levies to cover a designated amount per year until the deficit is resolved.

Updated	Posted	Act Description	Tran Name	Amount	Tran Date	Vendor/Customer	Comments	Check Nbr	Check/Receipt Date	Invoice	Inv Date
5/7/2021	Closing 2020	Capital Outlay (GENERAL)	Journal Entry	-8,570.00	5/7/2021		ARP				
2/24/2021	February 2021	Capital Outlay (GENERAL)	Cash Payment	488.75	2/18/2021	TERRAMARK	MP DOWNTOWN DEV (OCT,NOV,DEC 2020) 4TH QTR	21115	2/24/2021	0030-2020	1/29/2021
1/8/2021	Closing 2020	Capital Outlay (GENERAL)	Journal Entry	-420.00	1/7/2021						
11/24/2020	November 2020	Capital Outlay (GENERAL)	Cash Payment	1,570.00	11/17/2020	WICKENHAUSER EXCAVATING INC.	LEVEL COMPOST SITE WHERE TREE PILE WAS	20964	11/24/2020	4171	11/2/2020
10/1/2020	October 2020	Capital Outlay (GENERAL)	Cash Payment	7,000.00	10/1/2020	WICKENHAUSER EXCAVATING INC.	COMPOST SITE IMPROVEMENTS	20860	10/1/2020	1983	
10/1/2020	September 2020	Capital Outlay (GENERAL)	Cash Payment	-7,000.00	10/1/2020	WICKENHAUSER EXCAVATING INC.	COMPOST SITE IMPROVEMENTS	-9	10/1/2020	1983	9/20/2020
10/1/2020	September 2020	Capital Outlay (GENERAL)	Cash Payment	7,000.00	9/24/2020	WICKENHAUSER EXCAVATING INC.	COMPOST SITE IMPROVEMENTS	-9	10/1/2020	1983	9/20/2020
6/23/2020	June 2020	Capital Outlay (GENERAL)	Cash Payment	127.50	6/17/2020	TERRAMARK	MP DOWNTOWN REDEVELOPMENT (JAN,FEB,MAR 2020) 1ST QTR	20731	6/23/2020	0011-2020	5/26/2020
1/29/2020	January 2020	Capital Outlay (GENERAL)	Cash Payment	420.00	1/22/2020	TERRAMARK	MP DOWN DEVELOPMENT (OCT,NOV,DEC) 4TH QTR	20493	1/29/2020	0024-2019	1/8/2020
1/27/2020	Closing 2019	Capital Outlay (GENERAL)	Journal Entry	420.00	1/27/2020						
12/31/2019	December 2019	Capital Outlay (GENERAL)	Cash Payment	340.00	12/31/2019	TERRAMARK	MP DOWNTOWN (JUL, AUG, SEP 2019) 3RD QTR	20451	12/31/2019	0021-2019	12/11/2019
2/6/2019	February 2019	Capital Outlay (GENERAL)	Cash Payment	100.00	2/6/2019	TERRAMARK	MP DOWNTOWN 1ST QTR	19926	2/6/2019	0007-2018	7/31/2018
6/14/2018	Closing 2017	Capital Outlay (GENERAL)	Journal Entry	20,984.00	6/13/2018						
1/3/2018	December 2017	Capital Outlay (GENERAL)	Cash Payment	20.00	1/3/2018	TERRAMARK	DEC 2017 - DOWNTOWN PROPERTY REDEVELOPMENT REVIEW SERVICES	19184	1/3/2018	0033-2017	
1/3/2018	December 2017	Capital Outlay (GENERAL)	Cash Payment	160.00	1/3/2018	TERRAMARK	NOV 2017 - DOWNTOWN PROPERTY REDEVELOPMENT REVIEW	19184	1/3/2018	0032-2017	
1/3/2018	December 2017	Capital Outlay (GENERAL)	Cash Payment	100.00	1/3/2018	TERRAMARK	OCT 2017 - DOWNTOWN PROPERTY REDEVELOPMENT REVIEW SERVICES	19184	1/3/2018	0031-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	120.00	12/28/2017	TERRAMARK	SEPT 2017- DOWNTOWN	19179	12/28/2017	0030-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	20.00	12/28/2017	TERRAMARK	AUG 2017- DOWNTOWN	19179	12/28/2017	0029-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	100.00	12/28/2017	TERRAMARK	JULY 2017- DOWNTOWN	19179	12/28/2017	0026-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	180.00	12/28/2017	TERRAMARK	JUNE 2017- DOWNTOWN	19179	12/28/2017	0013-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	-120.00	12/28/2017	TERRAMARK	SEPT 2017- DOWNTOWN	-9	12/28/2017	0030-2017	11/22/2017
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	-180.00	12/28/2017	TERRAMARK	JUNE 2017- DOWNTOWN	-9	12/28/2017	0013-2017	11/22/2017
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	-100.00	12/28/2017	TERRAMARK	JULY 2017- DOWNTOWN	-9	12/28/2017	0026-2017	11/22/2017
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	-20.00	12/28/2017	TERRAMARK	AUG 2017- DOWNTOWN	-9	12/28/2017	0029-2017	11/22/2017
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	120.00	12/28/2017	TERRAMARK	SEPT 2017- DOWNTOWN	-9	12/28/2017	0030-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	20.00	12/28/2017	TERRAMARK	AUG 2017- DOWNTOWN	-9	12/28/2017	0029-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	100.00	12/28/2017	TERRAMARK	JULY 2017- DOWNTOWN	-9	12/28/2017	0026-2017	
12/28/2017	December 2017	Capital Outlay (GENERAL)	Cash Payment	180.00	12/28/2017	TERRAMARK	JUNE 2017- DOWNTOWN	-9	12/28/2017	0013-2017	
11/2/2017	Closing 2016	Capital Outlay (GENERAL)	Journal Entry	-56,736.00	11/1/2017						
9/26/2017	September 2017	Capital Outlay (GENERAL)	Cash Payment	902.51	9/22/2017	CARSON, CLELLAND & SCHREDER	BUDD AVE	18962	9/26/2017		8/31/2017
8/29/2017	August 2017	Capital Outlay (GENERAL)	Cash Payment	40.00	8/28/2017	TERRAMARK	DOWNTOWN PROPERTY REDEVELOPMENT REVIEW	18940	8/29/2017	0005-2017	7/31/2017
8/29/2017	August 2017	Capital Outlay (GENERAL)	Cash Payment	20.00	8/28/2017	TERRAMARK	DOWNTOWN PROPERTY REDEVELOPMENT REVIEW	18940	8/29/2017	0010-2017	7/31/2017
7/26/2017	July 2017	Capital Outlay (GENERAL)	Cash Payment	1,270.63	7/26/2017	CARSON, CLELLAND & SCHREDER	BUDD AVE IMP (MAY 2017)	18897	7/26/2017		
4/25/2017	April 2017	Capital Outlay (GENERAL)	Cash Payment	140.00	4/24/2017	TERRAMARK		18714	4/25/2017	0004-2017	3/31/2017
3/14/2017	March 2017	Capital Outlay (GENERAL)	Cash Payment	142.50	3/10/2017	CARSON, CLELLAND & SCHREDER	BUDD AVE STREET IMPROVEMENT PROJECT	18637	3/14/2017		
3/7/2017	March 2017	Capital Outlay (GENERAL)	Cash Payment	1,000.00	3/3/2017	NAGELL APPRAISAL INC	1679 BUDD AVENUE	18621	3/7/2017	24514	2/10/2017
3/7/2017	March 2017	Capital Outlay (GENERAL)	Cash Payment	1,400.00	3/3/2017	NAGELL APPRAISAL INC	1815 BUDD AVENUE	18621	3/7/2017	24530	2/15/2017
3/7/2017	March 2017	Capital Outlay (GENERAL)	Cash Payment	1,000.00	3/3/2017	NAGELL APPRAISAL INC	1715 BUDD AVENUE	18621	3/7/2017	24517	2/13/2017
3/7/2017	March 2017	Capital Outlay (GENERAL)	Cash Payment	1,000.00	3/3/2017	NAGELL APPRAISAL INC	1775 BUDD AVENUE	18621	3/7/2017	24518	2/13/2017
1/23/2017	Closing 2016	Other State Aid Grants	Journal Entry	-20,984.00	12/31/2016		Accuring A/R & DFOG to 2016				
1/18/2017	January 2016	Other State Aid Grants	Journal Entry	18,264.00	1/31/2016						
1/4/2017	December 2016	Capital Outlay (GENERAL)	Cash Payment	80.00	12/29/2016	TERRAMARK	Dwntwn Redev.	18505	12/30/2016	0026-2016	12/15/2016
1/4/2017	December 2016	Capital Outlay (GENERAL)	Cash Payment	40.00	12/29/2016	TERRAMARK	Dwntn. Redev.	18505	12/30/2016	0025-2016	12/15/2016
1/4/2017	December 2016	Capital Outlay (GENERAL)	Cash Payment	120.00	12/29/2016	TERRAMARK	Dwntwn Redev.	18505	12/30/2016	0028-2016	12/15/2016
1/4/2017	December 2016	Capital Outlay (GENERAL)	Cash Payment	40.00	12/29/2016	TERRAMARK	Dwntn Redev.	18505	12/30/2016	0024-2016	12/15/2016
1/4/2017	December 2016	Capital Outlay (GENERAL)	Cash Payment	100.00	12/29/2016	TERRAMARK	Dwntwn Redev.	18505	12/30/2016	0027-2016	12/15/2016
11/29/2016	November 2016	Capital Outlay (GENERAL)	Cash Payment	160.00	11/23/2016	TERRAMARK		18420	11/29/2016	0020-2016	11/15/2016
10/11/2016	October 2016	Capital Outlay (GENERAL)	Cash Payment	40.00	10/5/2016	TERRAMARK	DOWNTOWN PROPERTY REDEVELOPMENT REVIEW	18301	10/11/2016	0019-2016	9/1/2016
7/27/2016	July 2016	Capital Outlay (GENERAL)	Cash Payment	80.00	7/21/2016	TERRAMARK	Apr	18150	7/27/2016		
7/27/2016	July 2016	Capital Outlay (GENERAL)	Cash Payment	300.00	7/21/2016	TERRAMARK	Mar	18150	7/27/2016		
7/27/2016	July 2016	Capital Outlay (GENERAL)	Cash Payment	320.00	7/21/2016	TERRAMARK	Feb	18150	7/27/2016		
7/27/2016	July 2016	Capital Outlay (GENERAL)	Cash Payment	4,480.00	7/21/2016	STANTEC CONSULTING SRVCS INC		18149	7/27/2016		7/14/2016
7/27/2016	July 2016	Capital Outlay (GENERAL)	Cash Payment	1,914.58	7/21/2016	STANTEC CONSULTING SRVCS INC		18149	7/27/2016		7/14/2016
7/21/2016	July 2016	Capital Outlay (GENERAL)	Cash Payment	1,848.14	7/18/2016	STANTEC CONSULTING SRVCS INC	MP-BUDD AVE ST/UTIL IMPROV	18131	7/21/2016	1064714	
5/24/2016	May 2016	Capital Outlay (GENERAL)	Cash Payment	24,829.88	5/24/2016	STANTEC CONSULTING SRVCS INC	MP-BUDD AVE UTILITY IMPROVEMENTS	18031	5/24/2016	1049957	5/19/2016
4/13/2016	April 2016	Capital Outlay (GENERAL)	Cash Payment	195.00	4/13/2016	CARSON, CLELLAND & SCHREDER		17942	4/13/2016		2/26/2016
4/13/2016	April 2016	Capital Outlay (GENERAL)	Cash Payment	40.83	4/13/2016	CARSON, CLELLAND & SCHREDER		17939	4/13/2016		3/31/2016
3/25/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	320.00	3/25/2016	TERRAMARK	DOWNTN PROP DEV REV	17914	3/25/2016	0050-2015	3/4/2016
3/25/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	420.00	3/25/2016	TERRAMARK	DOWNTN PROP DEV	17914	3/25/2016	0040-2015	3/4/2016
3/25/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	180.00	3/25/2016	TERRAMARK	DOWNTN PROP DEV	17914	3/25/2016	0039-2015	11/30/2015
3/25/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	200.00	3/25/2016	TERRAMARK	DOWNTN PROP DEV	17914	3/25/2016	0038-2015	11/30/2015
3/25/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	20,965.75	3/25/2016	STANTEC CONSULTING SRVCS INC	MP Budd Ave St & Util Imp	17913	3/25/2016	1027575	3/24/2016
3/25/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	506.50	3/25/2016	STANTEC CONSULTING SRVCS INC	MP Downtn Red St & Ut	17913	3/25/2016	1027574	3/24/2016
3/7/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	2,213.50	3/4/2016	STANTEC CONSULTING SRVCS INC	Downtown Redev. St & Util	17881	3/7/2016	1015995	2/25/2016
3/7/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	147.50	3/4/2016	STANTEC CONSULTING SRVCS INC	Main St & Rainbow	17881	3/7/2016	1015992	2/25/2016
3/7/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	2,698.25	3/4/2016	STANTEC CONSULTING SRVCS INC	Budd Ave St & Util Impr	17881	3/7/2016	1015996	2/25/2016

Section 3, Item B.

3/7/2016	March 2016	Capital Outlay (GENERAL)	Cash Payment	745.00	3/4/2016	STANTEC CONSULTING SRVCS INC	Development Review	17881	3/7/2016	1015991	2/25/2016
3/4/2016	Closing 2015	Other State Aid Grants	Journal Entry	-18,264.00	3/3/2016		To record additional receiveables for the living communities grant				
2/18/2016	February 2016	Capital Outlay (GENERAL)	Cash Payment	3,000.00	2/17/2016	BERGERSON-CASWELL, INC.		17829	2/9/2016	21170	2/4/2016
2/5/2016	February 2016	Capital Outlay (GENERAL)	Cash Payment	1,650.00	2/5/2016	JOHNSON\TURNER LEGAL		17811	2/9/2016	16-1080-A	2/2/2016
1/29/2016	Closing 2015	Other State Aid Grants	Journal Entry	-40,597.00	1/29/2016		Entry to record receivable for reimbursed costs from MetCouncil				
1/29/2016	Closing 2015	Capital Outlay (GENERAL)	Journal Entry	25,766.00	1/29/2016		Entry to move demolition and other building purchase costs from General Fund				
1/25/2016	Closing 2015	Other State Aid Grants	Journal Entry	-479,153.70	1/25/2016		Entry to record revenue from Met Council to proper fund				
1/22/2016	December 2015	Capital Outlay (GENERAL)	Cash Payment	3,479.95	1/22/2016	STANTEC CONSULTING SRVCS INC		17771	1/25/2016	1001281	1/15/2016
1/22/2016	December 2015	Capital Outlay (GENERAL)	Cash Payment	59,846.00	1/22/2016	WICKENHAUSER EXCAVATING INC.		17776	1/25/2016	3515	1/16/2015
1/19/2016	December 2015	Capital Outlay (GENERAL)	Cash Payment	900.00	1/19/2016	NAGELL APPRAISAL INC	appraisal on main/budd	17762	1/19/2016		
1/7/2016	December 2015	Capital Outlay (GENERAL)	Cash Payment	218.65	1/7/2016	WM MUELLER & SONS	material to protect well 2	17754	1/7/2016		
1/7/2016	December 2015	Capital Outlay (GENERAL)	Cash Payment	507.50	1/7/2016	TERRAMARK	downtown development	17750	1/7/2016	july	
1/7/2016	December 2015	Capital Outlay (GENERAL)	Cash Payment	71.28	1/7/2016	CARSON, CLELLAND & SCHREDER	Downtown	17734	1/7/2016		
12/22/2015	December 2015	Capital Outlay (GENERAL)	Cash Payment	927.05	12/22/2015	STANTEC CONSULTING SRVCS INC	main street and rainbow	17720	12/22/2015		
12/22/2015	December 2015	Capital Outlay (GENERAL)	Cash Payment	2,232.50	12/22/2015	STANTEC CONSULTING SRVCS INC		17720	12/22/2015		
12/22/2015	December 2015	Capital Outlay (GENERAL)	Cash Payment	1,462.25	12/22/2015	STANTEC CONSULTING SRVCS INC		17720	12/22/2015		
12/10/2015	December 2015	Capital Outlay (GENERAL)	Cash Payment	121.00	12/10/2015	WENCK ASSOCIATES, INC.		17665	12/14/2015	11509112	
12/10/2015	December 2015	Capital Outlay (GENERAL)	Cash Payment	4,015.00	12/10/2015	WENCK ASSOCIATES, INC.		17665	12/14/2015	11508493	
11/24/2015	November 2015	Capital Outlay (GENERAL)	Cash Payment	320.00	11/20/2015	BILL SCHWANKE	TIF Assessment	17615	11/24/2015		
11/20/2015	November 2015	Capital Outlay (GENERAL)	Cash Payment	4,039.91	11/20/2015	WENCK ASSOCIATES, INC.	Vapor Intrusion Assessment- Downtown	17612	11/20/2015	11508214	
11/20/2015	November 2015	Capital Outlay (GENERAL)	Cash Payment	1,600.00	11/20/2015	WENCK ASSOCIATES, INC.	Phase I ESA- Downtown	17612	11/20/2015	11504780	
11/5/2015	October 2015	Capital Outlay (GENERAL)	Cash Payment	573,982.02	11/5/2015	ML&G INC	Met Council Grant- Olsons	2474	11/5/2015		



Executive Summary

City Council Workshop

AGENDA ITEM:	Medina/Water/Common Bond
PREPARED BY:	Jacob Kolander
RECOMMENDED ACTION:	Discussion & Direction

Summary:

A CommonBond developer recently inquired about the possibility of connecting a proposed 51-unit apartment building, located just east of the Holiday gas station in Medina, to the Maple Plain water system. The developer confirmed that all project funding has been secured. As this was the first time City staff had been made aware of the development, further investigation was required.

Following this inquiry, discussions were held with the City Planner and City Administrator of Medina, who referenced the 2006 Water Service Agreement. This agreement acknowledges Medina's anticipation of future development in the Baker Park Road Development area. According to the agreement, sanitary service for this development is to be provided by Medina, while Maple Plain has agreed to supply water service at Medina's request.

This matter was previously discussed during a 2021 Maple Plain City Council workshop, where the Council acknowledged and approved the agreement. However, the workshop minutes do not clearly document the Council's decision. Former City Administrator Clarissa Hadler had emailed Medina confirming the Council's approval. Upon reviewing the agreement, it appears that Maple Plain previously committed to providing water service to the Baker Park Road Development.

City Engineer David Martini reviewed past discussions and confirmed that in 2021, an evaluation of Maple Plain's water capacity determined sufficient supply was available for Medina's townhomes near Subway. However, it was noted that a water model would be necessary to fully assess system pressures and fire flows. No official report was created to document these findings.

A review of the City's water service maps shows an existing water line that terminates behind the Holiday gas station on the east side. Discussions with Medina and the developer also included the installation of water meters, a requirement previously addressed last year, with an estimated cost of \$70,000 per meter. This requirement would apply to any new connection.

City Council direction is requested on how to proceed with this request.

WATER SERVICE AGREEMENT

THIS AGREEMENT is made and entered into as of the 13th day of November, 2006, by and between the city of Medina, a Minnesota municipal corporation ("Medina") and the city of Maple Plain, a Minnesota municipal corporation ("Maple Plain").

BACKGROUND

1. Medina and Maple Plain are each authorized by law to construct, operate and maintain municipal water utilities for the purpose of supplying water within their respective corporate limits.

2. Medina has approved an amended conditional use permit and a site plan for a commercial redevelopment of the property located at 1400 Baker Park Road and expects other nearby sites to develop or redevelop in the future (the "Baker Park Road Development").

3. Sanitary sewer service for the Baker Park Road Development will be supplied by Medina but Medina has requested that Maple Plain supply the water service to the Baker Park Road Development.

4. Maple Plain has agreed to supply the water service to the Baker Park Road Development, pursuant to the following conditions.

RECITALS

NOW THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties hereto do stipulate and agree as follows:

1. Construction of the Water Service Improvements. Water service to the Baker Park Road Development will be supplied from an existing Maple Plain water main located west of Baker Park Road (the "Connection Point"). Medina shall construct or cause to be constructed the necessary improvements to extend water service from the Connection Point to the Baker Park Road Development and shall be responsible for obtaining any permit required by Hennepin County. Maple Plain shall be responsible for supplying the water service to the Baker Park Road Development when the connection is completed.

2. Water Connection Fees. Medina shall be responsible for collecting the current water connection fee from users within the Baker Park Road Development. The amount of the fee shall be established by Maple Plain and may be a non-resident fee. The connection fee shall be collected by Medina at the time of the issuance of a building permit for each user in the Baker Park Road Development. Medina shall remit to Maple Plain the connection fee collected from each user in the Baker Park Road Development. Exhibit A attached hereto shows the current fees.

3. Water Meters. All water connections in the Baker Park Road Development shall be metered. Medina shall be responsible for supplying and installing the meters and reading

apparatuses. Medina shall read the meters for all connections in the Baker Park Road Development on a quarterly basis. After each quarterly meter reading, Medina shall submit to Maple Plain information regarding the number of connections and the total amount of metered water consumed.

4. Water Charges. Medina shall charge all Baker Park Road Development water users the current water rate for non-residents as established by Maple Plain plus an additional administrative fee equal to 10 percent of the amount payable to Maple Plain. Medina shall be responsible for billing the users and collecting the water charges. Medina shall cooperate with Maple Plain in administering any assessments or and fees needed to be collected for water service in the Baker Park Road Development. Upon receipt of the water charges or any other assessments or fees, Medina shall remit all amounts collected to Maple Plain, less the administrative fee retained by Medina. Exhibit A attached hereto shows the current fees.

5. Hydrants. Medina shall be responsible for all hydrant flushing in the Baker Park Road Development. Prior to performing any hydrant flushing in the Baker Park Road Development, Medina shall coordinate with and obtain authorization from the Maple Plain public works department.

6. Water Use Restrictions. In the event that water use restrictions are declared by Maple Plain and notice thereof sent to Medina, Medina shall cooperate with Maple Plain in the establishment and enforcement of the restrictions needed, including, but not limited to, a sprinkling ban.

7. Information. Maple Plain shall be responsible for providing to Medina current consumers' confidence reports and any other notifications or advisories with respect to the water service to the Baker Park Road Development. Medina shall be responsible for distributing this information to water users in the Baker Park Road Development.

8. Repair and Maintenance. The water main, valves and hydrants located east of the Connection Point shall be the property and responsibility of Medina. Maple Plain shall be responsible for repair and maintenance of the interconnection, the valve and its lines. Medina shall be responsible for the repair and maintenance of the improvements east of the Connection Point. Each city, except in the case of emergency repair or maintenance, shall give the other city 24 hours advance notice of any repair or maintenance activity of the water service improvements that affect the Baker Park Road Development. The city performing the repair or maintenance activity shall be responsible for the restoration and costs of restoration of property or improvements that are disrupted as a result of such activities.

9. Indemnification. Maple Plain agrees to indemnify, defend and save harmless Medina, its officials, agents and employees from any claims or causes of action, of whatever nature, occasioned by or arising out of Maple Plain's repair, maintenance and operation of the water service to the Baker Park Road Development. Medina agrees to indemnify, defend and save harmless Maple Plain, its officials, agents and employees from any claim or cause of action, of whatever nature occasioned by or arising out of Medina's repair or maintenance of the water service improvements to the Baker Park Road Development. Such undertakings shall not extend to acts

that are the result of the intentional or negligent conduct of the other party, nor shall such undertakings be deemed to waive any limitation of liability available to either party.

10. **Notices.** Any notice or correspondence to be given under this Agreement shall be deemed to be given if delivered personally or sent by United States mail, postage prepaid, certified mail, return receipt requested:

- a) as to Maple Plain: City of Maple Plain
 1620 Maple Avenue
 Maple Plain, MN 55359-0097
 ATTN: Clerk-Treasurer

- b) as to Medina: City of Medina
 2052 County Road 24
 Medina, MN 55340
 ATTN: City Administrator

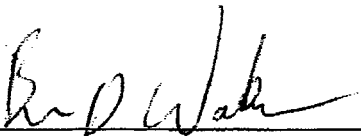
or at such other address as either party may from time to time notify the other in writing in accordance with this paragraph.

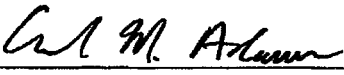
11. **Severability.** In the event that any provision of this Agreement shall be held invalid, illegal or unenforceable by any court of competent jurisdiction, such holding shall pertain only to such section and shall not invalidate or render unenforceable any other provision of this Agreement.

12. **Termination of Agreement.** Either party may terminate this Agreement upon delivering a notice of cancellation to the other party at least five years prior to the termination date.

IN WITNESS WHEREOF, and pursuant to authorization of their respective city councils, the cities of Medina and Maple Plain have entered into this Agreement as of the day and year first above written.

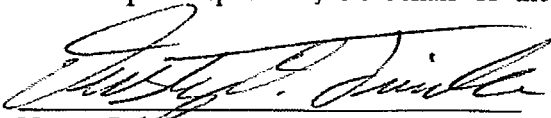
CITY OF MEDINA

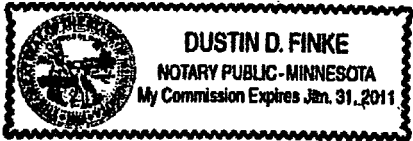
By 
Bruce D. Workman, Mayor

By 
Chad M. Adams,
City Administrator-Clerk

STATE OF MINNESOTA)
) ss
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 29th day of NOVEMBER, 2006, by Bruce D. Workman and Chad M. Adams, the mayor and city administrator-clerk, respectively, of the city of Medina, a Minnesota municipal corporation, on behalf of the municipal corporation.


Notary Public



CITY OF MAPLE PLAIN

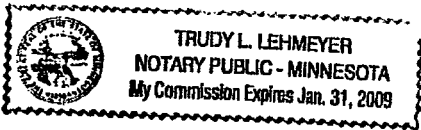
By John R. Sweeney
John Sweeney, Mayor

By Beverly J. Anderson
Beverly Anderson,
Clerk-Treasurer

STATE OF MINNESOTA)
COUNTY OF Mississippi) ss

The foregoing instrument was acknowledged before me this 29th day of November, 2006, by John Sweeney and Beverly Anderson, the mayor and clerk-treasurer, respectively, of the city of Maple Plain, a Minnesota municipal corporation, on behalf of the municipal corporation.

Trudy Lehmeier
Notary Public



**EXHIBIT A TO WATER SERVICE AGREEMENT
BETWEEN MAPLE PLAIN AND MEDINA**

Rates for Water Usage.

The following rates shall be charged to all consumers of water from the City of Maple Plain water system for purposes of single family residences, churches, schools, commercial and industrial building in the amount and categories as follows:

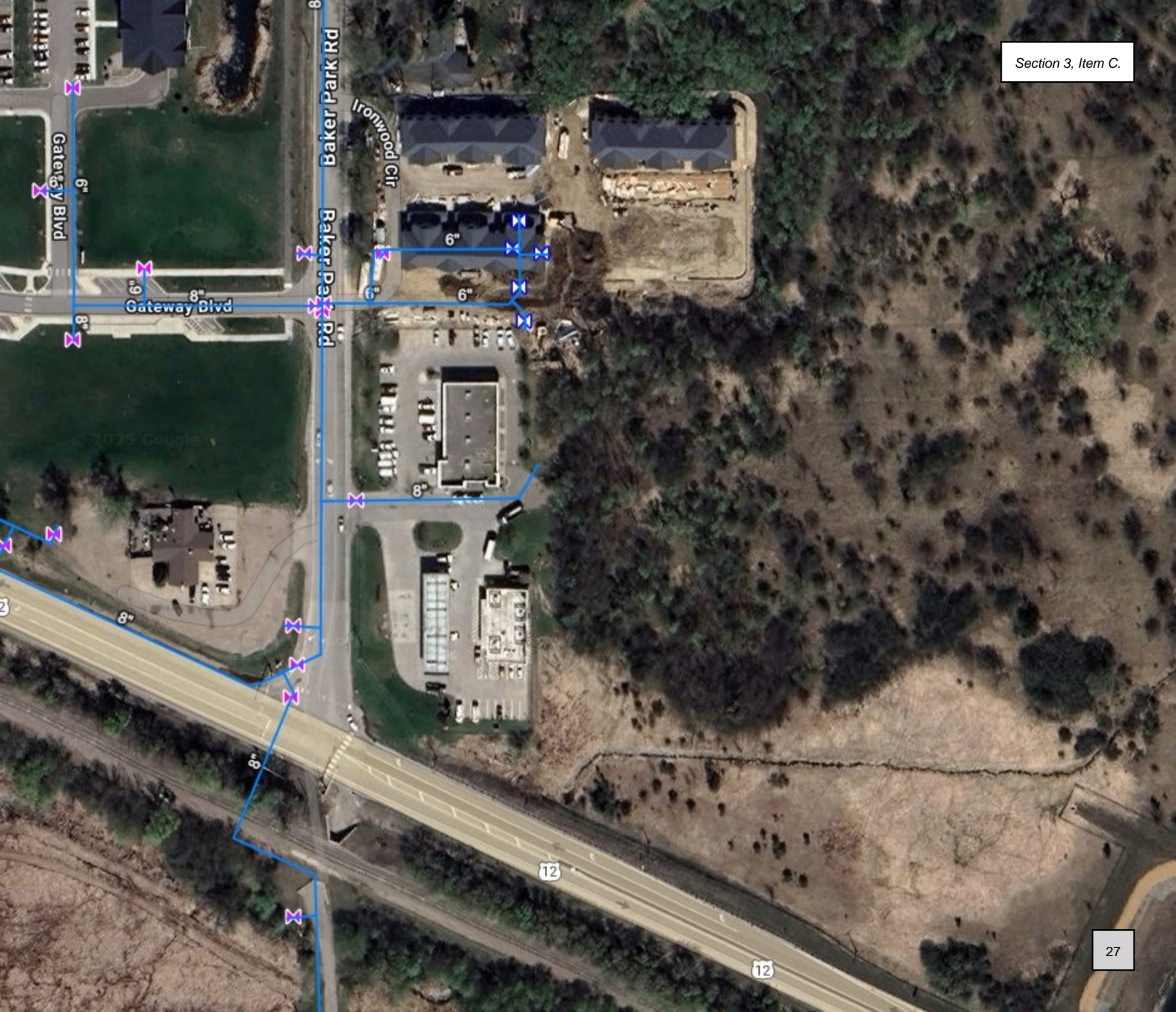
All water usage outside the City of Maple Plain shall be charged per 1,000 gallons according to the following schedule:

\$2.40 per 1,000 gallons.

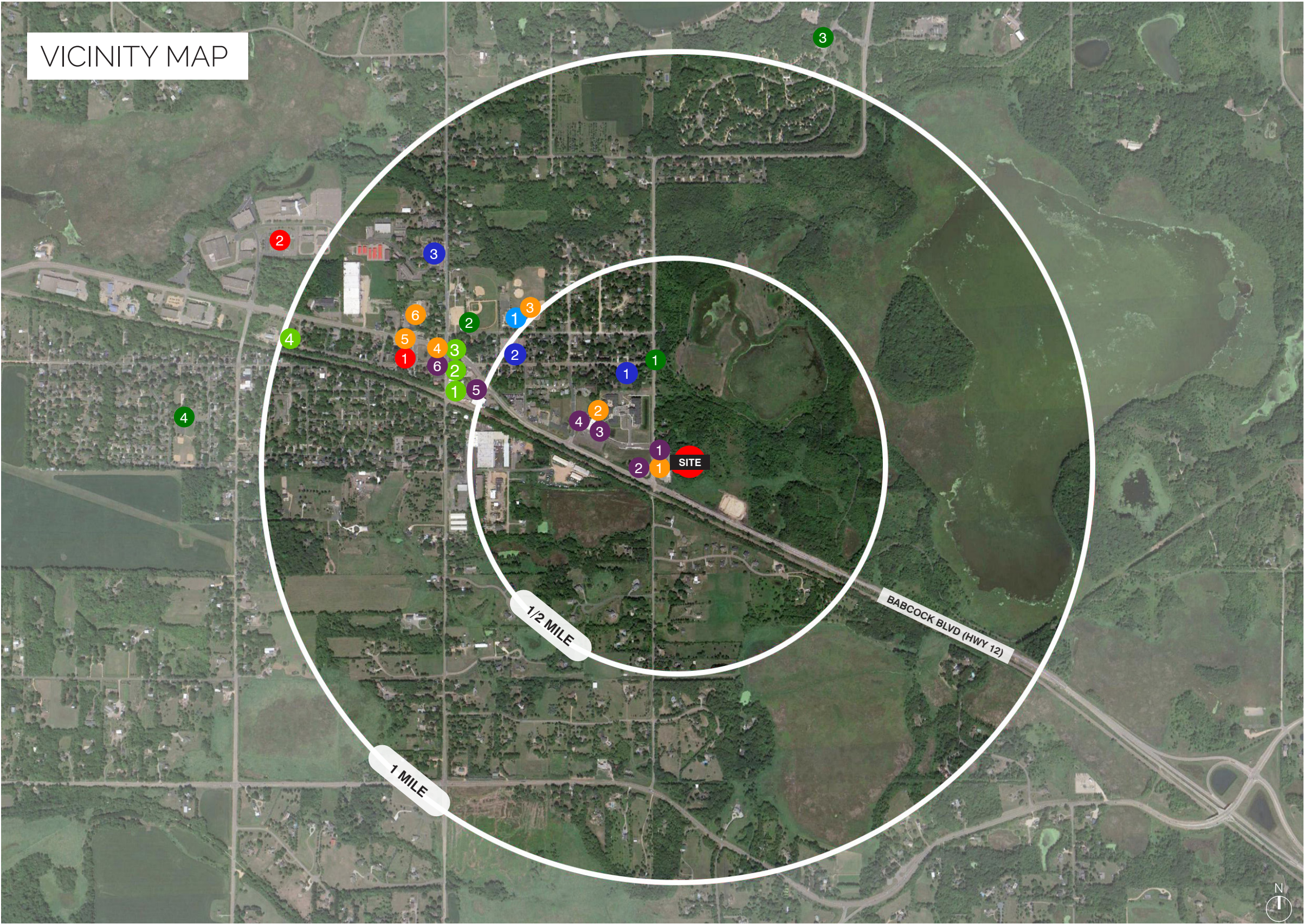
An additional service charge will be charged according to the following schedule:

\$6.84 per quarter

The permit fee for water main tapping shall be paid for each connection in the amount of \$2,350.00 for residential units and a minimum of \$9,400.00 for commercial and industrial units. Commercial and industrial units which are larger than one acre shall pay an additional \$2,350.00 per Residential Equivalent Unit (REU). One REU is equal to one-quarter acre. Non-resident connection charges for each residential unit shall be \$4,700.00/unit. Commercial and industrial units which are larger than one acre shall pay an additional \$2,350.00 per REU. In addition thereto, before any permit shall be issued, there shall be paid any sums required under this Section.



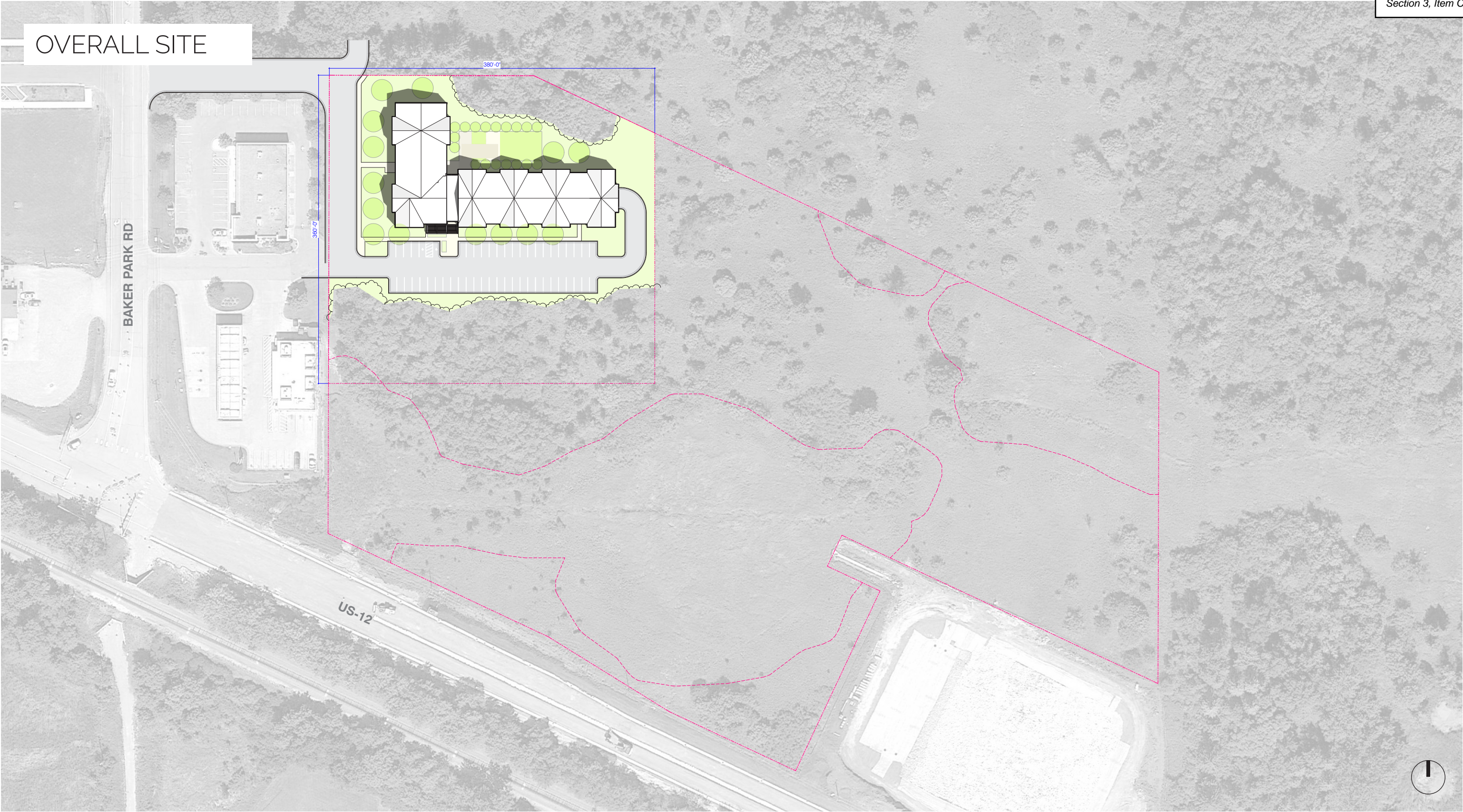
VICINITY MAP



Parks	
1. Baker Park Trailhead	0.25
2. Veterans Memorial Park	0.63
2. Baker Park Reserve	1.12
3. Rainbow Park	1.16
Education	
1. Orono Primary School	0.51
Civic/Government Facilities	
1. Independence Police Department	0.58
2. United States Postal Service	0.58
3. Maple Plain Library	0.59
4. Maple Plain Fire Department	0.98
Health/Fitness	
1. FIT24 Club	0.70
2. North Shore Gymnastics	1.11
Places of Worship	
1. Maple Plain Adventist Church	0.25
2. Christ Lutheran	0.49
3. Maple Plain Community Church	0.80
Food/Grocery	
1. Subway	0.03
2. Monie's	0.09
3. Fork Less	0.21
4. Iron Exchange	0.21
5. Blackwater Coffee & Cafe	0.52
6. McGarry's Pub	0.60
Other	
1. Holiday Gas Station	0.03
2. M&M Wine & Spirits	0.22
3. Orono Discovery Center	0.51
4. Jessica Bortoni Art Studio	0.60
5. Little Munchkins Childcare	0.70
6. Farmhouse Flipped	0.72

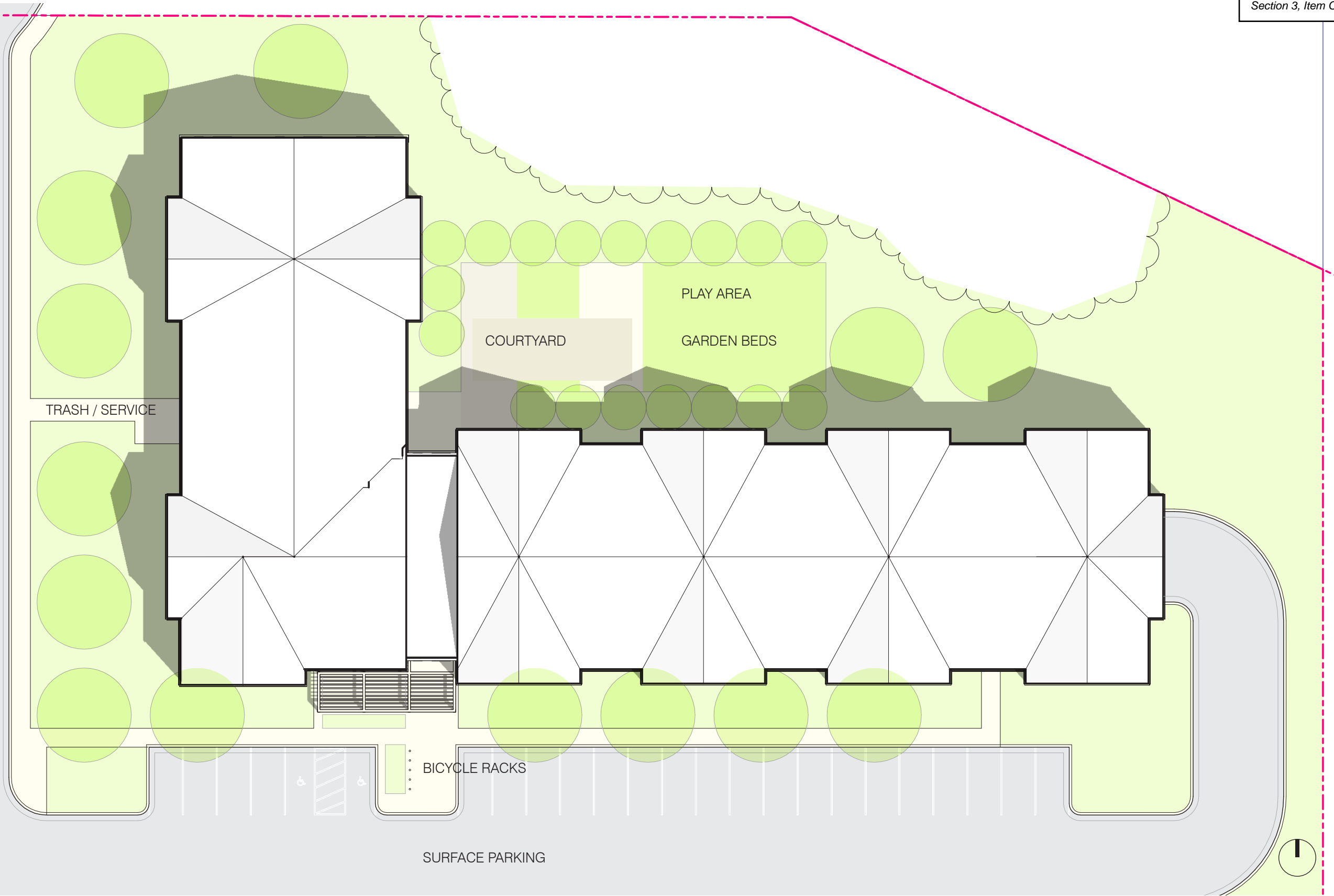


OVERALL SITE

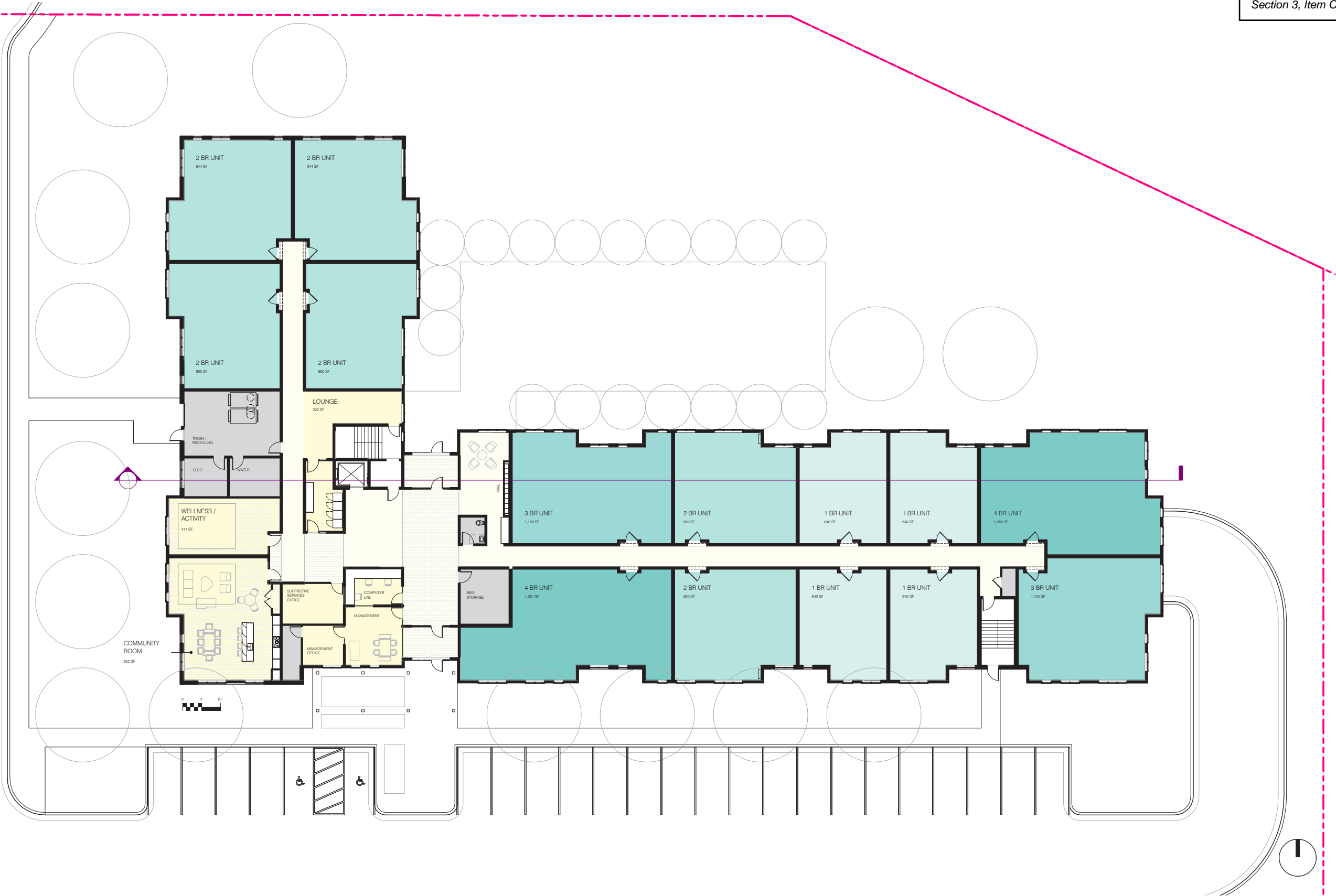


SITE PLAN

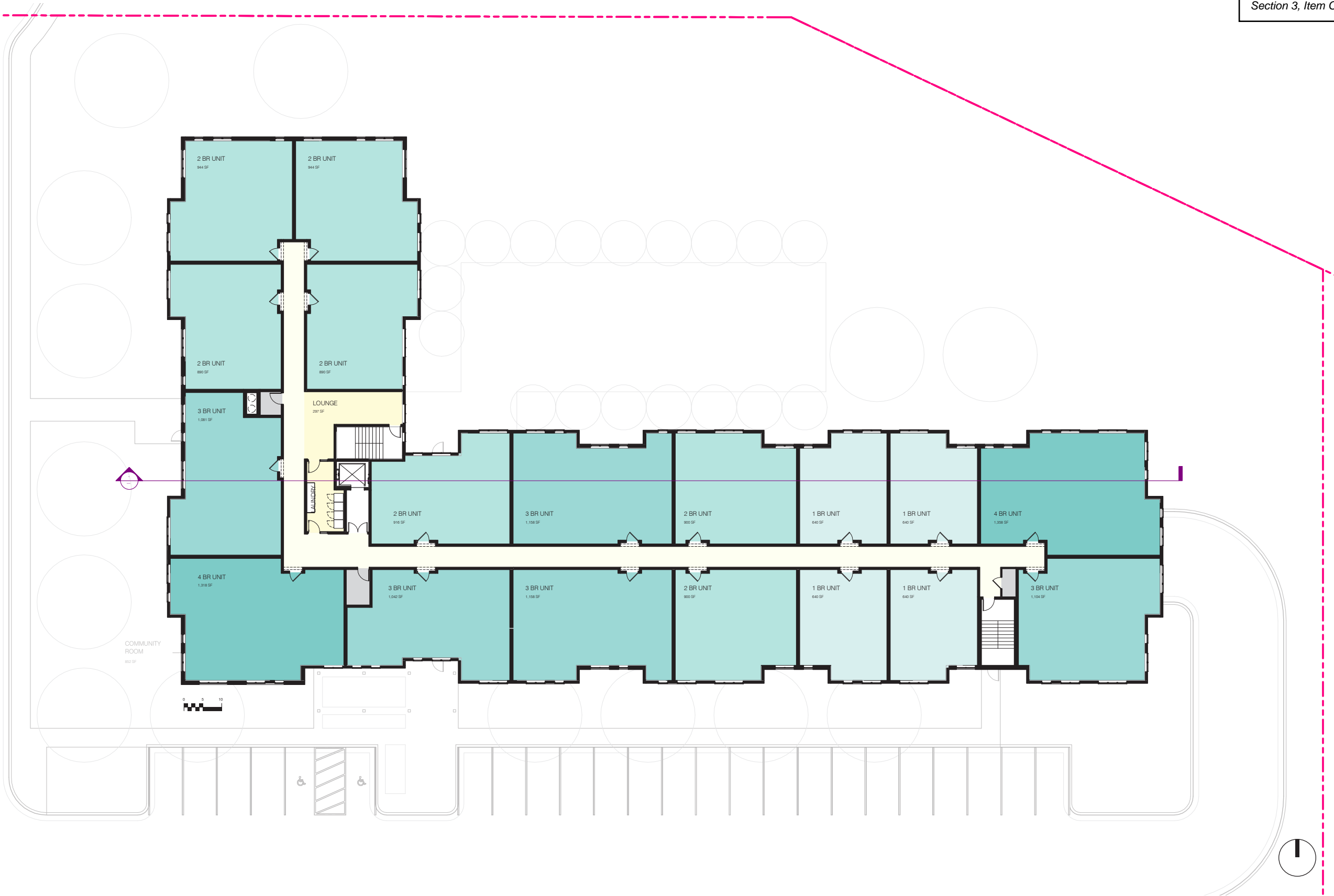
360'-0"



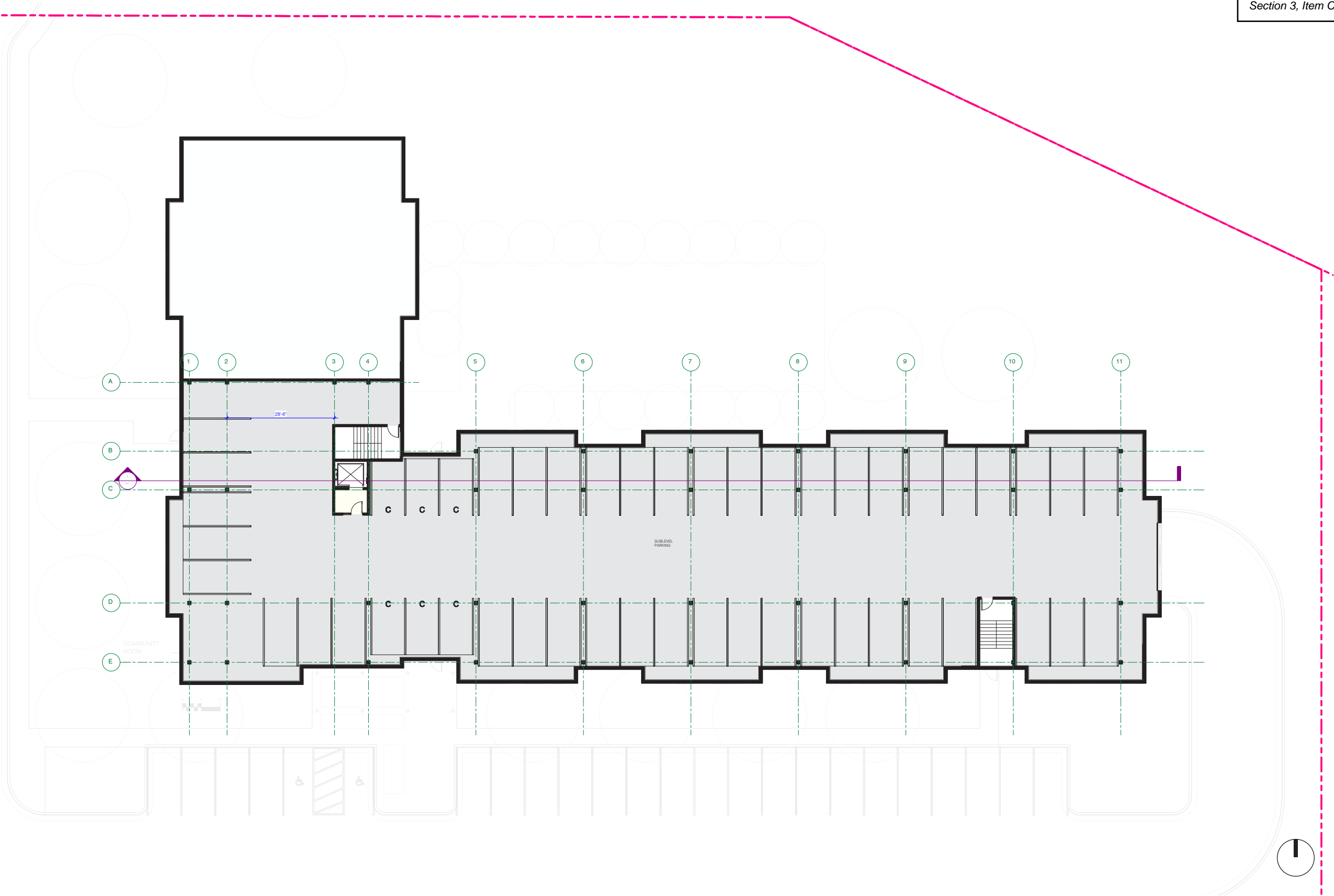
MAIN LEVEL



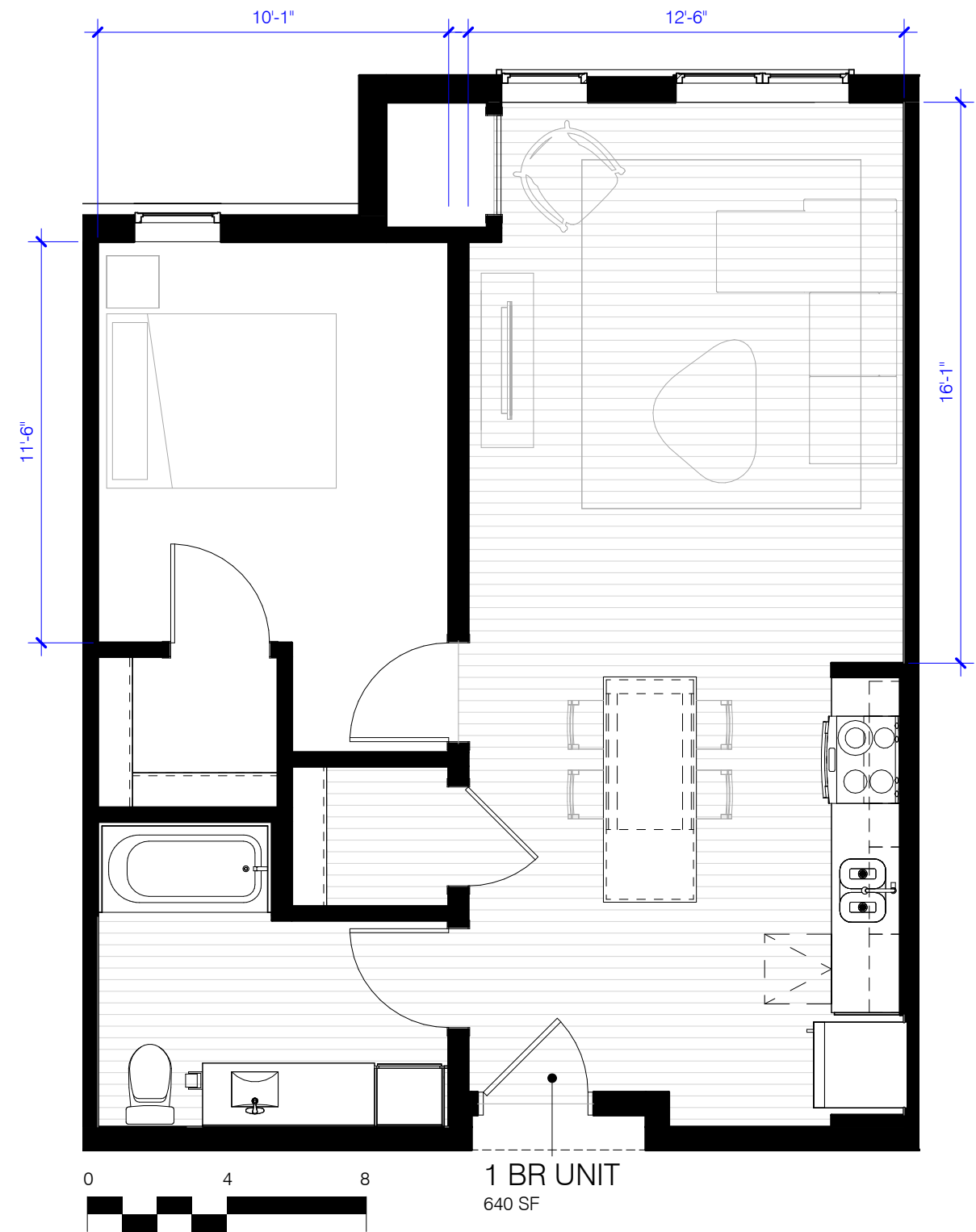
UPPER LEVELS



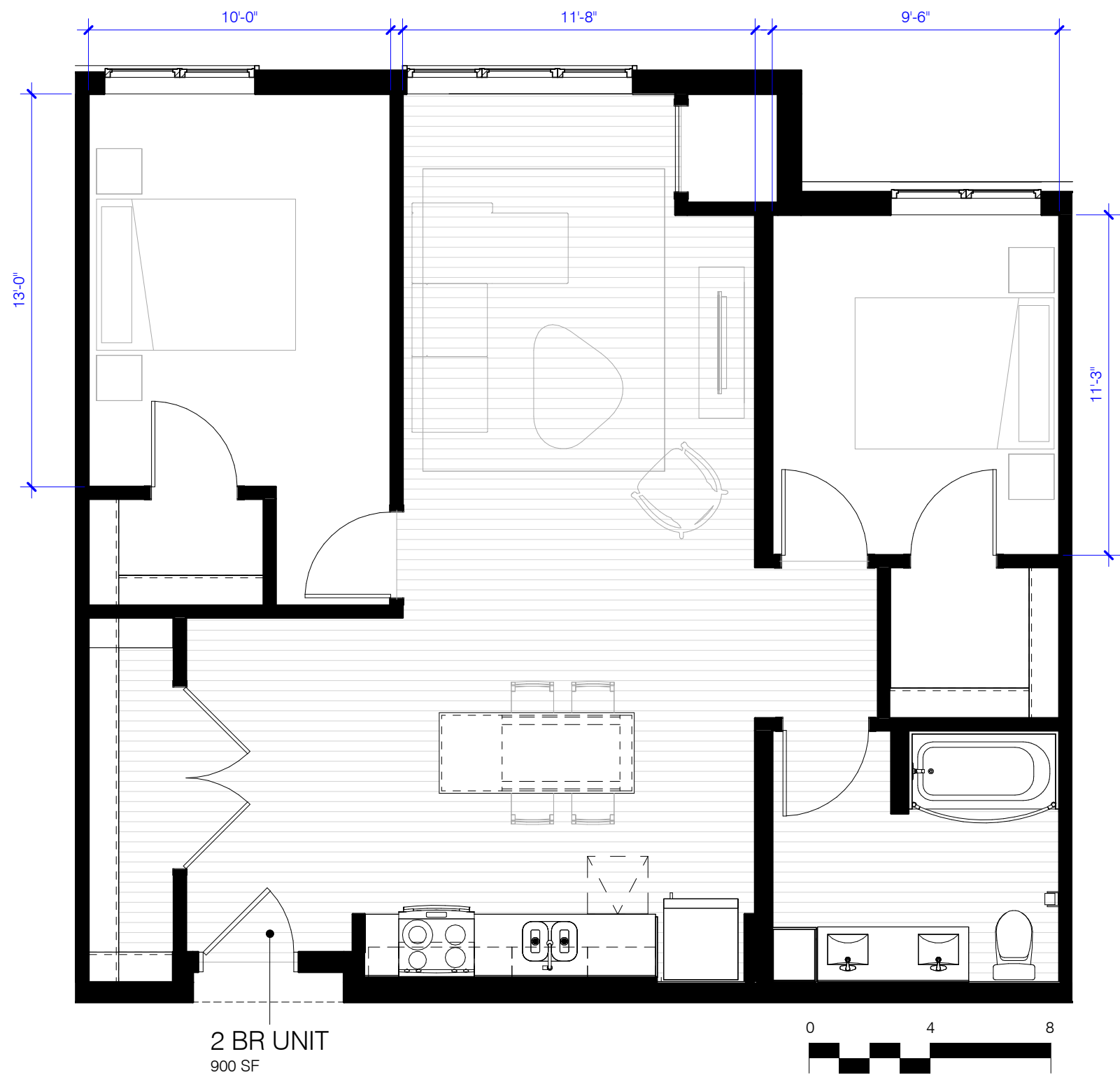
SUBLEVEL



1BR UNIT PLAN

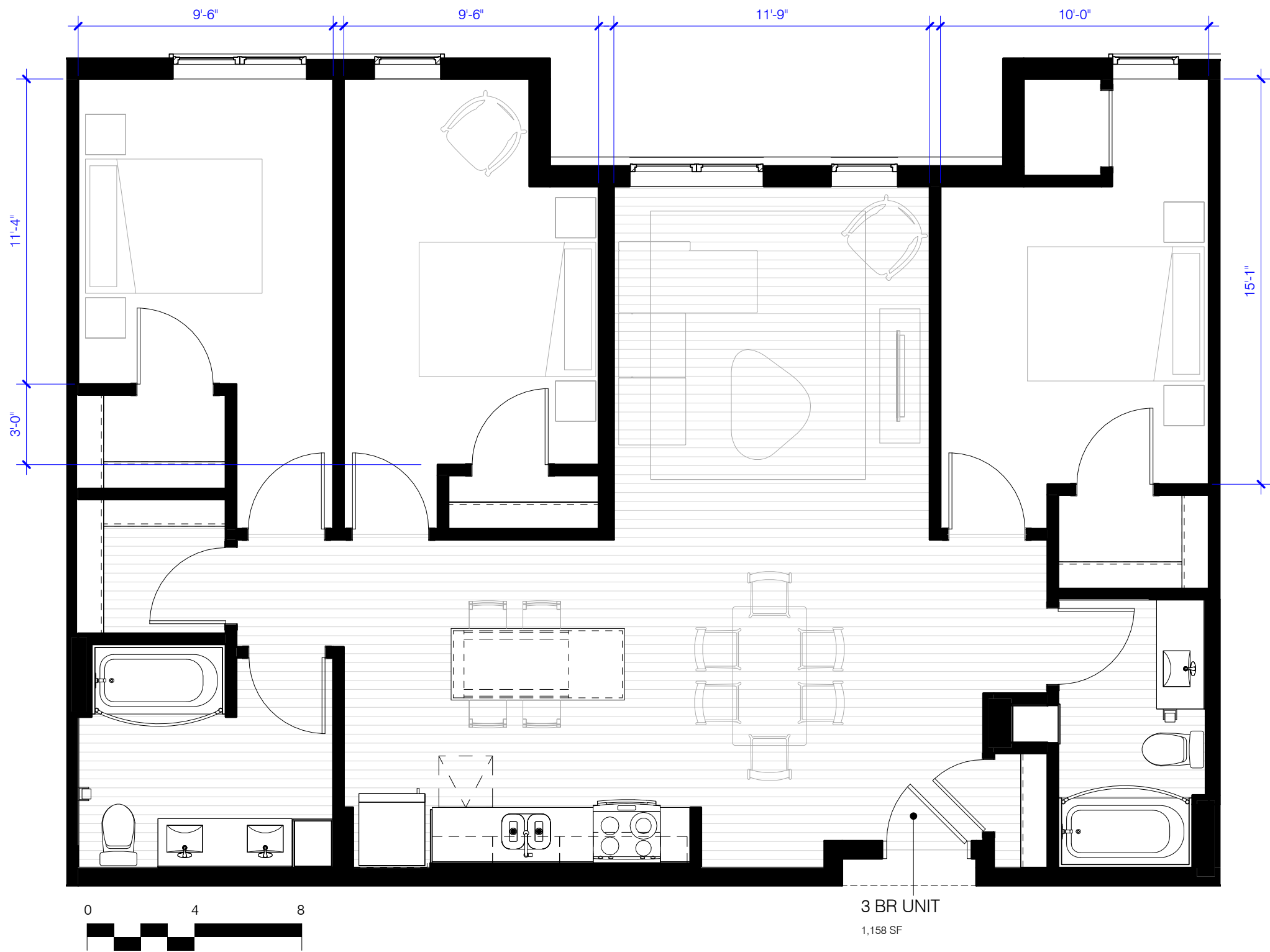


2BR UNIT PLAN

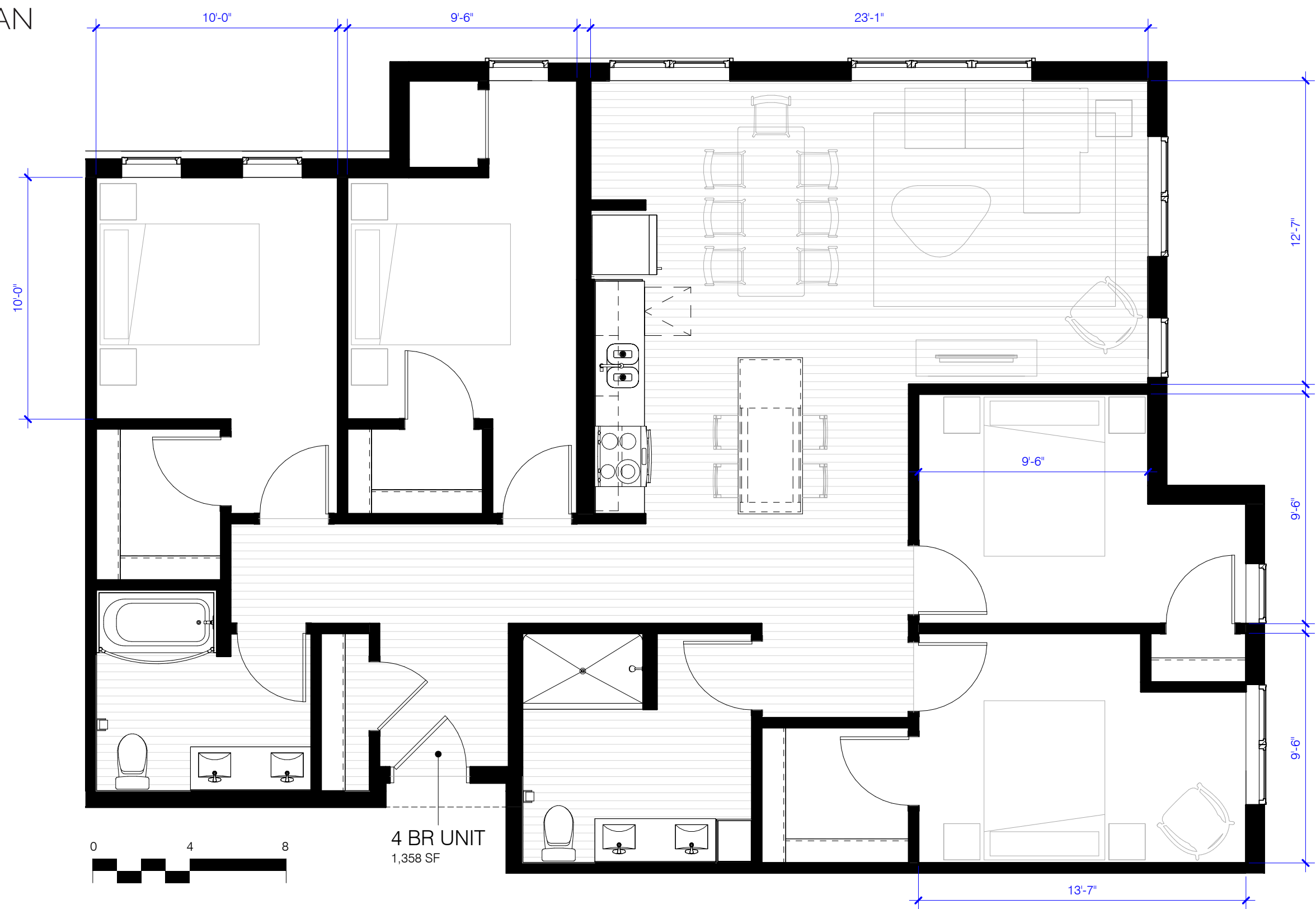


2 BR UNIT
900 SF

3BR UNIT PLAN



4BR UNIT PLAN



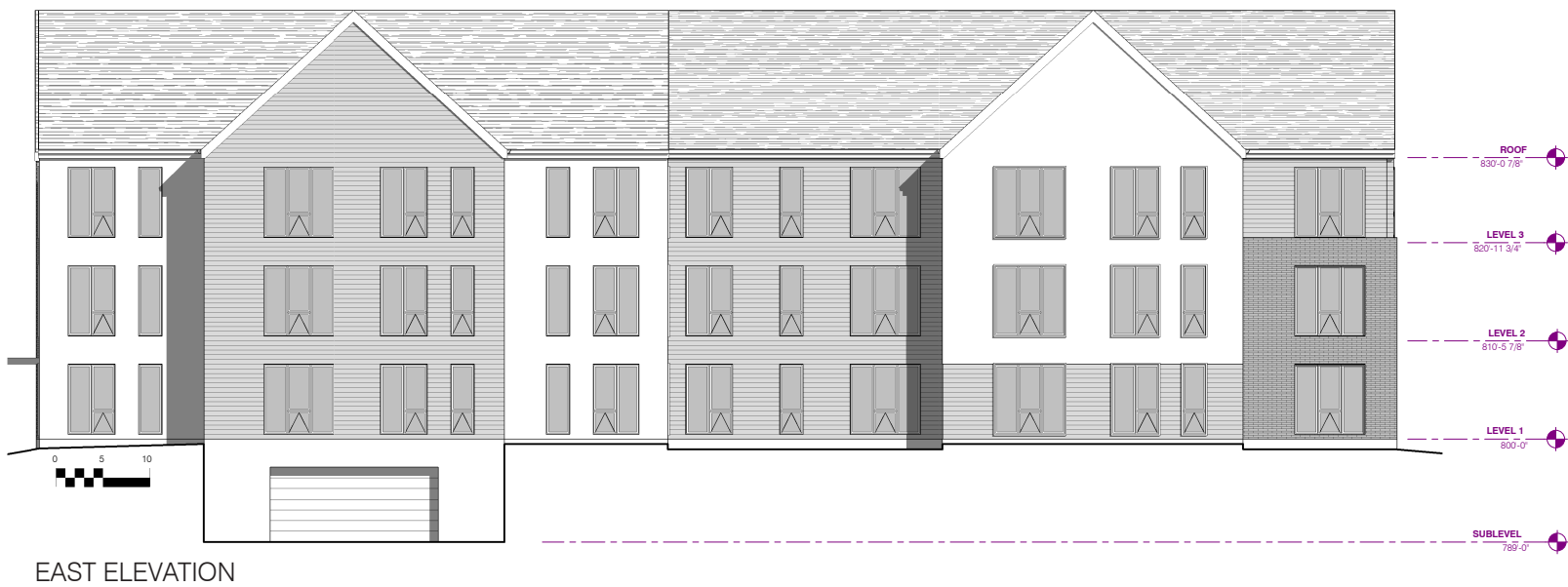
EXTERIOR RENDERING



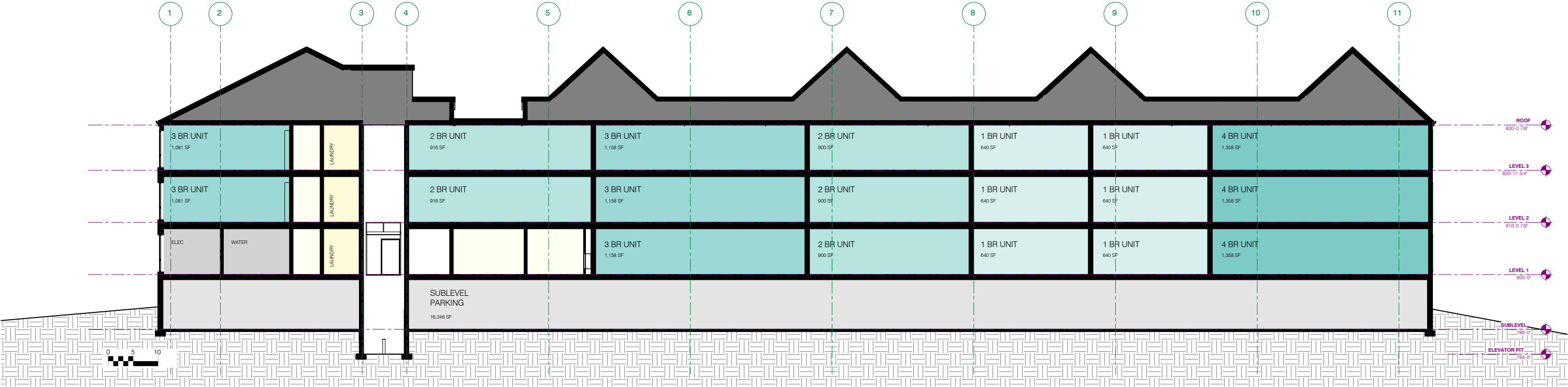
EXTERIOR ELEVATIONS



EXTERIOR ELEVATIONS



BUILDING SECTION



DEVELOPMENT SUMMARY

DESCRIPTION	TOTAL	PARKING				RESIDENTIAL					
	Gross SF	Parking GSF	Structured Parking	Surface Parking	Total Parking	Residential GSF	Amenity	NLSF	Efficiency	Residential Parking	Residential Units
S Sublevel parking	17,473	17,473	50		50					50	
1 Lobby / Amenity / Units	21,512			50	50	21,512	3,000	13,000	60%	50	14
2 Units	21,512					21,512		17,117	80%		18
3 Units	21,512					21,512		17,117	80%		18
	82,009	17,473	50	50	100	64,536	3,000	47,234	73%	100	50
	Gross SF	Parking GSF	Structured Parking	Surface Parking	Total Parking	Residential GSF	Amenity	NLSF	Efficiency	Residential Parking	Residential Units

METRICS

RESIDENTIAL MIX					
Unit Type	Mix	Qty	Total Beds	Avg Unit NLSF	Total NLSF
1 BR	24%	12	12	640	7,682
2 BR	40%	20	40	907	18,144
3 BR	24%	12	36	1,112	13,349
4 BR	12%	6	24	1,343	8,059
	88%	50	88	945	47,234

Site SF	131,987	SF
Site Acreage	3.03	Acres
Dwelling Units	50	DU
Dwelling Unit per Acre	17	DU/Acre
Residential Parking Ratio Per Unit	2.00	Stalls/Unit
Residential Parking Ratio Per Bedroom	1.14	Stalls/Bed

**MINUTES
MAPLE PLAIN CITY COUNCIL WORKSHOP
MAPLE PLAIN CITY HALL
MONDAY, APRIL 26, 2021
5:30PM**

1. CALL TO ORDER

Mayor Maas-Kusske called the meeting to order at 5:30 pm. Present were Councilmembers Cahill, DeLuca, DeLong, Fay, Planner Kaltsas, and City Administrator Hadler.

2. APPROVE AGENDA

Motion by DeLuca second by DeLong to adopt the agenda. **MOTION CARRIED 5-0.**

3. OLD BUSINESS

4. NEW BUSINESS

A. Planning – Project Update/Discussion

• **5189 Main St. East – McGarry's**

Planner Kaltsas provided an overview of the ongoing discussion with McGarry's regarding a new handicap ramp in the front of the building. Council members provided feedback on preferences. 3 members preferred the ramp go to the east, and 2 preferred west. They requested staff go back to McGarry's with the feedback and see if the eastward ramp can be accomplished with fewer impacts on the sidewalk.

• **5370 US Highway 12**

Planner Kaltsas provided an overview of an inquiry he had received regarding the property at 5370 Hwy 12. A developer was interested in creating "garage condos". Kaltsas requested feedback from Council to take back to the developer.

Council was generally in agreement that this would not be an appropriate use in that area and they have no interest in changing the zoning code to allow for it.

B. CUP Enforcement - Collision Corner

City Administrator Hadler provided an update on CUP enforcement at Collision Corner to date and requested Council feedback on next steps. Council members were generally in agreement that the CUP fines should be

implemented to the letter and no changes to the CUP should be offered at this time.

C. Medina - Water Service / Fire Service

City Administrator Hadler provided an update on the Medina Water Service inquiry and requested feedback on water and fire service to Medina. Council members were generally in agreement that there was no need to increase the rates of the water access charge at this time. They preferred to let the Fire Commission weigh in on the fire service issues first.

D. Park Commission

Council member Cahill requested that the City bring back an active Park Commission, albeit with more structure than last time. Council members were generally in agreement, and discussed what the format and purpose of that commission might be. City Administrator Hadler requested that this activity be postponed until she could get more up to speed and staff schedules clear up a bit. Council members agreed that it could wait until fall/winter, and that the issue could be discussed at the Strategic Planning Session. Mayor Maas-Kusske suggested an Adopt-a-Park program might also be an option.

5. CITY COUNCIL REPORTS AND OTHER BUSINESS

6. FUTURE WORKSHOP TOPICS

- A. Citywide Signage
- B. Open Meeting Law
- C. American Rescue Plan Act

Additional Future Workshop topics requested were as follows;

<i>Topic</i>	<i>Requested By</i>
Board of Appeals	Cahill
Rainbow Park Rink	DeLong
Communication/Newsletters	DeLuca

7. ADJOURNMENT

Motion by DeLuca second by DeLong to adjourn.

MOTION PASSED 5-0

The meeting adjourned at 6:56 pm.



CITY OFFICE
2052 County Road 24, Medina, MN 55340-9790

ADMINISTRATION | PLANNING & ZONING | PUBLIC WORKS

p: 763-473-4643 f: 763-473-9359

e: city@ci.medina.mn.us

PUBLIC SAFETY

p: 763-473-9209 f: 763-473-8858

April 21, 2021

City of Maple Plain
Attn: Clarissa Hadler, City Administrator
5050 Independence St.
Maple Plain, MN 55359

Dear Clarissa:

Thank you for meeting with us on February 26, 2021 related to the City of Maple Plain's provision of water to properties within the City of Medina east of County Road 29, north of Highway 12.

The City of Medina is requesting documentation to confirm that Maple Plain will supply water for PIDs 30-118-23-22-0004, 30,118-23-22-0002, and 30-118-23-23-0033, pursuant to the Water Service Agreement dated November 13, 2006 (the "Agreement"), which is attached. A map of the area in Medina which is anticipated to be supplied water by the City of Maple Plain is attached.

The City of Medina has noted that Maple Plain's Water Supply Plan currently does not clearly identify the properties in Medina which are currently and which are planned to be supplied water by the City of Maple Plain. Medina commented on this subject during review of Maple Plain's Comprehensive Plan in 2019.

In addition to the existing buildings provided water by the City of Maple Plain, these parcels are guided for High Density Residential development in the City's Comprehensive Plan. Medina estimates approximately 12 net acres which may be developed at a density of 12-15 units/acre.

Sincerely,

Dusty Finke, AICP
Planning Director

Enclosures: 1) Water Service Agreement
2) Map identifying service area

WATER SERVICE AGREEMENT

THIS AGREEMENT is made and entered into as of the 13th day of November, 2006, by and between the city of Medina, a Minnesota municipal corporation ("Medina") and the city of Maple Plain, a Minnesota municipal corporation ("Maple Plain").

BACKGROUND

1. Medina and Maple Plain are each authorized by law to construct, operate and maintain municipal water utilities for the purpose of supplying water within their respective corporate limits.

2. Medina has approved an amended conditional use permit and a site plan for a commercial redevelopment of the property located at 1400 Baker Park Road and expects other nearby sites to develop or redevelop in the future (the "Baker Park Road Development").

3. Sanitary sewer service for the Baker Park Road Development will be supplied by Medina but Medina has requested that Maple Plain supply the water service to the Baker Park Road Development.

4. Maple Plain has agreed to supply the water service to the Baker Park Road Development, pursuant to the following conditions.

RECITALS

NOW THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties hereto do stipulate and agree as follows:

1. Construction of the Water Service Improvements. Water service to the Baker Park Road Development will be supplied from an existing Maple Plain water main located west of Baker Park Road (the "Connection Point"). Medina shall construct or cause to be constructed the necessary improvements to extend water service from the Connection Point to the Baker Park Road Development and shall be responsible for obtaining any permit required by Hennepin County. Maple Plain shall be responsible for supplying the water service to the Baker Park Road Development when the connection is completed.

2. Water Connection Fees. Medina shall be responsible for collecting the current water connection fee from users within the Baker Park Road Development. The amount of the fee shall be established by Maple Plain and may be a non-resident fee. The connection fee shall be collected by Medina at the time of the issuance of a building permit for each user in the Baker Park Road Development. Medina shall remit to Maple Plain the connection fee collected from each user in the Baker Park Road Development. Exhibit A attached hereto shows the current fees.

3. Water Meters. All water connections in the Baker Park Road Development shall be metered. Medina shall be responsible for supplying and installing the meters and reading

apparatuses. Medina shall read the meters for all connections in the Baker Park Road Development on a quarterly basis. After each quarterly meter reading, Medina shall submit to Maple Plain information regarding the number of connections and the total amount of metered water consumed.

4. Water Charges. Medina shall charge all Baker Park Road Development water users the current water rate for non-residents as established by Maple Plain plus an additional administrative fee equal to 10 percent of the amount payable to Maple Plain. Medina shall be responsible for billing the users and collecting the water charges. Medina shall cooperate with Maple Plain in administering any assessments or and fees needed to be collected for water service in the Baker Park Road Development. Upon receipt of the water charges or any other assessments or fees, Medina shall remit all amounts collected to Maple Plain, less the administrative fee retained by Medina. Exhibit A attached hereto shows the current fees.

5. Hydrants. Medina shall be responsible for all hydrant flushing in the Baker Park Road Development. Prior to performing any hydrant flushing in the Baker Park Road Development, Medina shall coordinate with and obtain authorization from the Maple Plain public works department.

6. Water Use Restrictions. In the event that water use restrictions are declared by Maple Plain and notice thereof sent to Medina, Medina shall cooperate with Maple Plain in the establishment and enforcement of the restrictions needed, including, but not limited to, a sprinkling ban.

7. Information. Maple Plain shall be responsible for providing to Medina current consumers' confidence reports and any other notifications or advisories with respect to the water service to the Baker Park Road Development. Medina shall be responsible for distributing this information to water users in the Baker Park Road Development.

8. Repair and Maintenance. The water main, valves and hydrants located east of the Connection Point shall be the property and responsibility of Medina. Maple Plain shall be responsible for repair and maintenance of the interconnection, the valve and its lines. Medina shall be responsible for the repair and maintenance of the improvements east of the Connection Point. Each city, except in the case of emergency repair or maintenance, shall give the other city 24 hours advance notice of any repair or maintenance activity of the water service improvements that affect the Baker Park Road Development. The city performing the repair or maintenance activity shall be responsible for the restoration and costs of restoration of property or improvements that are disrupted as a result of such activities.

9. Indemnification. Maple Plain agrees to indemnify, defend and save harmless Medina, its officials, agents and employees from any claims or causes of action, of whatever nature, occasioned by or arising out of Maple Plain's repair, maintenance and operation of the water service to the Baker Park Road Development. Medina agrees to indemnify, defend and save harmless Maple Plain, its officials, agents and employees from any claim or cause of action, of whatever nature occasioned by or arising out of Medina's repair or maintenance of the water service improvements to the Baker Park Road Development. Such undertakings shall not extend to acts

that are the result of the intentional or negligent conduct of the other party, nor shall such undertakings be deemed to waive any limitation of liability available to either party.

10. Notices. Any notice or correspondence to be given under this Agreement shall be deemed to be given if delivered personally or sent by United States mail, postage prepaid, certified mail, return receipt requested:

- a) as to Maple Plain: City of Maple Plain
1620 Maple Avenue
Maple Plain, MN 55359-0097
ATTN: Clerk-Treasurer

- b) as to Medina: City of Medina
2052 County Road 24
Medina, MN 55340
ATTN: City Administrator

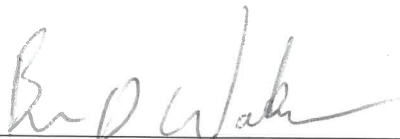
or at such other address as either party may from time to time notify the other in writing in accordance with this paragraph.


11. Severability. In the event that any provision of this Agreement shall be held invalid, illegal or unenforceable by any court of competent jurisdiction, such holding shall pertain only to such section and shall not invalidate or render unenforceable any other provision of this Agreement.

12. Termination of Agreement. Either party may terminate this Agreement upon delivering a notice of cancellation to the other party at least five years prior to the termination date.

IN WITNESS WHEREOF, and pursuant to authorization of their respective city councils, the cities of Medina and Maple Plain have entered into this Agreement as of the day and year first above written.

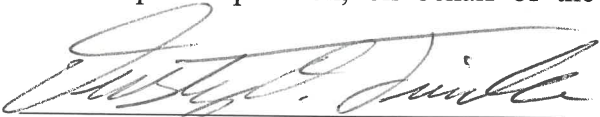
CITY OF MEDINA

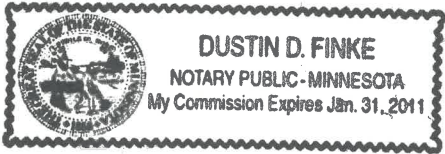
By 
Bruce D. Workman, Mayor

By 
Chad M. Adams,
City Administrator-Clerk

STATE OF MINNESOTA)
) ss
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 29th day of NOVEMBER, 2006, by Bruce D. Workman and Chad M. Adams, the mayor and city administrator-clerk, respectively, of the city of Medina, a Minnesota municipal corporation, on behalf of the municipal corporation.


Notary Public



CITY OF MAPLE PLAIN

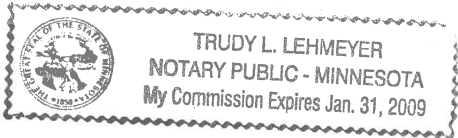
By John R. Sweeney
John Sweeney, Mayor

By Beverly J. Anderson
Beverly Anderson,
Clerk-Treasurer

STATE OF MINNESOTA)
) ss
COUNTY OF Hennepin

The foregoing instrument was acknowledged before me this 29th day of November, 2006, by John Sweeney and Beverly Anderson, the mayor and clerk-treasurer, respectively, of the city of Maple Plain, a Minnesota municipal corporation, on behalf of the municipal corporation.

Trudy Lehmeier
Notary Public



**EXHIBIT A TO WATER SERVICE AGREEMENT
BETWEEN MAPLE PLAIN AND MEDINA**

Rates for Water Usage.

The following rates shall be charged to all consumers of water from the City of Maple Plain water system for purposes of single family residences, churches, schools, commercial and industrial building in the amount and categories as follows:

All water usage outside the City of Maple Plain shall be charged per 1,000 gallons according to the following schedule:

\$2.40 per 1,000 gallons.

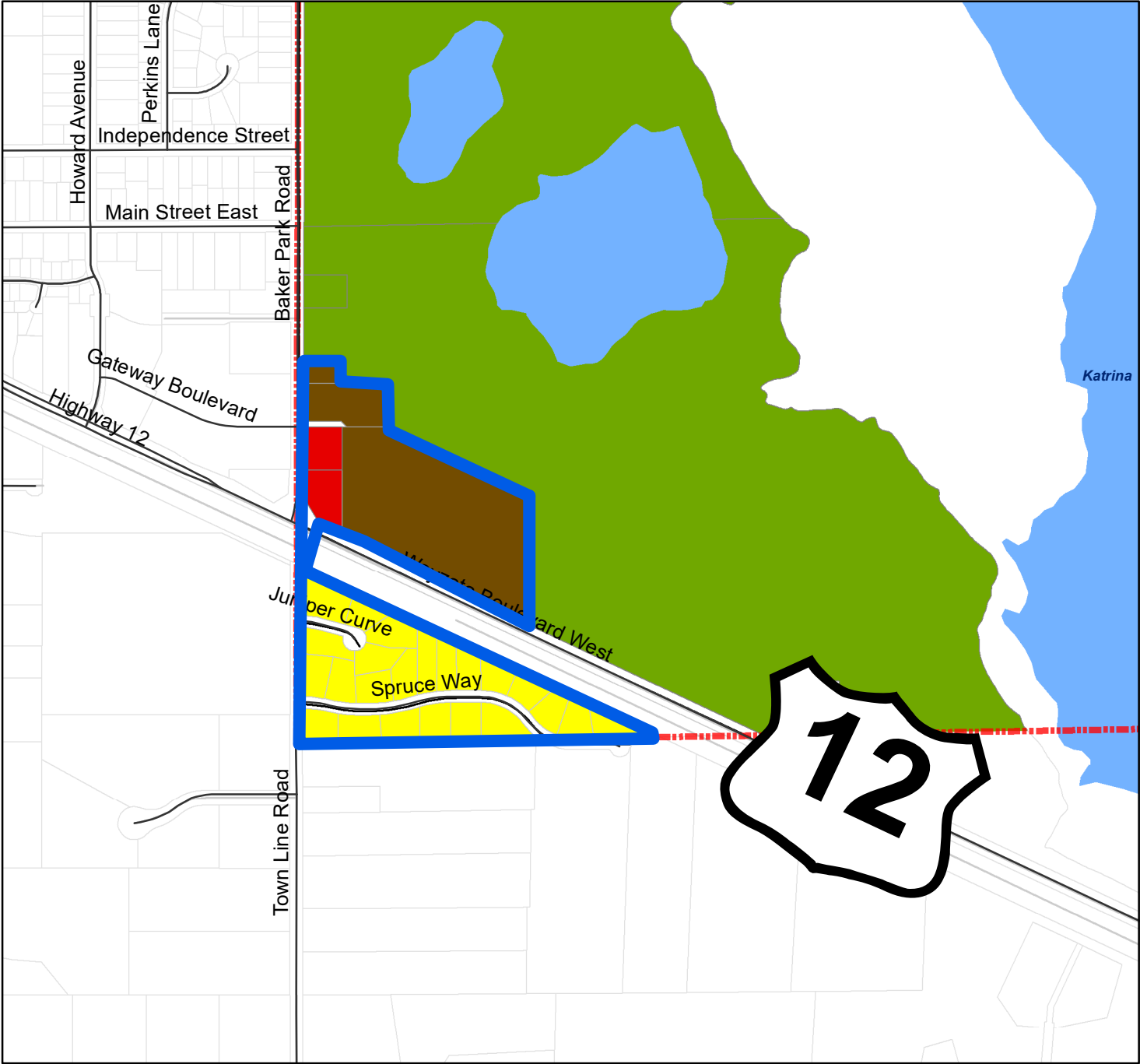
An additional service charge will be charged according to the following schedule:

\$6.84 per quarter

The permit fee for water main tapping shall be paid for each connection in the amount of \$2,350.00 for residential units and a minimum of \$9,400.00 for commercial and industrial units. Commercial and industrial units which are larger than one acre shall pay and additional \$2,350.00 per Residential Equivalent Unit (REU). One REU is equal to one-quarter acre. Non-resident connection charges for each residential unit shall be \$4,700.00/unit. Commercial and industrial units which are larger than one acre shall pay an additional \$2,350.00 per REU. In addition thereto, before any permit shall be issued, there shall be paid any sums required under this Section.



Maple Plain Water Service Area



Legend

Future Land Use

- Low Density Residential
- High Density Residential
- Commercial

Map Date: April 21, 2021

From: [Dusty Finke](#)
To: ikolander@mapleplain.com
Cc: [Erin Barnhart](#)
Subject: FW: Medina-Maple Plain water - 2021 discussion
Date: Wednesday, March 12, 2025 3:01:56 PM
Attachments: [CR29WaterService-04-21-2021.pdf](#)

Hi Jacob,

Thank you again for taking the time to discuss.

I looked back through my emails and found the following email thread from 2021.

It appears that the Maple Plain City Council re-affirmed providing service for development in Medina northeast of Highway 12 and County Road 29 in a meeting on April 26, 2021

I have provided projected usage for your water analyses at that time at the request of Bolton-Menk

Thank you again!

Dusty Finke | Planning Director | City of Medina

Direct: (763) 473-8846 • dusty.finke@medinamn.gov
 2052 County Road 24 • Medina, MN • 55340

From: Dusty Finke
Sent: Tuesday, May 11, 2021 12:29 PM
To: chadler@mapleplain.com
Subject: RE: Development / Water

Hi Clarissa,

Future Development is:

The future development is projected as 12 net acres with a density of 12-15 units/net acre (144-180 units).

We use 70 gallons per capita per day for potable water, at 2.7 persons/unit.

We intend to apply our irrigation prohibition to these projects, so you will not need to provide an irrigation peak.

Existing connections:

Holiday Station – 1300 Baker Park Road

1400 Bake Park Road retail

Park Ridge Acres – 23 single family lots

If you need some water usage data for the existing connections, please let me know.

Thanks,
Dusty Finke
City of Medina

From: chadler@mapleplain.com <chadler@mapleplain.com>
Sent: Monday, May 10, 2021 6:44 PM
To: Dusty Finke <dusty.finke@medinamn.gov>
Subject: FW: Development / Water

Hi Dusty,

Can you respond to the highlighted questions regarding demand?

Thanks!

Clarissa

From: Ryan Kotta <Ryan.Kotta@bolton-menk.com>
Sent: Monday, May 10, 2021 5:39 PM
To: chadler@mapleplain.com
Cc: David Martini <David.Martini@bolton-menk.com>
Subject: RE: Development / Water

Hi Clarissa,

I went through the agreement and the recent water supply plan (WSP). I don't believe there is anything in the WSP that covers the users in Medina and especially the future development. I noticed in the cover letter of the recent agreement that Medina commented on Maple Plain's WSP not indicating the users in Medina. I don't believe Maple Plain is required to indicate in their WSP that they are supplying water to specific users or connections outside of City limits. However, the Medina users need to be included in water demand projections. In the agreement documents I see a map with different density areas but I don't see anything regarding a water volume or demand from these areas. **Has a demand been projected for these users by either City?** If it has not been done, we can do it but will have a few questions such as **how many properties are there with the different densities.**

Thanks,

Ryan P Kotta P.E.

Bolton & Menk, Inc.

Phone: 763-433-2851 ext. 2817

Mobile: 612-328-3318

Bolton-Menk.com

From: chadler@mapleplain.com <chadler@mapleplain.com>
Sent: Monday, May 3, 2021 12:29 PM
To: Ryan Kotta <Ryan.Kotta@bolton-menk.com>
Subject: RE: Development / Water

Here you go..

From: Ryan Kotta <Ryan.Kotta@bolton-menk.com>
Sent: Friday, April 30, 2021 10:09 AM
To: chadler@mapleplain.com
Cc: Dylan Hoflock <DHoflock@peopleservice.com>; David Martini <David.Martini@bolton-menk.com>
Subject: Re: Development / Water

Hi Clarissa,

I'll look into this next week. Is there a copy of the agreements you can send me?

Thanks,

Ryan

On Apr 28, 2021, at 10:25 AM, chadler@mapleplain.com wrote:

Hi Ryan,

Can you answer the highlighted question below for me? Dylan and I weren't sure.

Thanks!

Clarissa G. Hadler
City Administrator

From: Dusty Finke <dusty.finke@medinamn.gov>
Sent: Tuesday, April 27, 2021 3:57 PM
To: chadler@mapleplain.com
Subject: RE: Development / Water

Thanks Clarissa,

There are two water agreements:

1. Park Ridge Acres
2. Baker Park Road Development (1300 Baker Park Road, 1400 Baker Park Road,

1432 Baker Park Road, 1472 Baker Park Road, PID 3011823230033)

Those are the areas I called out in the map I attached to my letter.
We have not requested or discussed water for the properties at Sycamore
Road/County Road 19.

In terms of documentation, are you planning a Supplement to your water supply plan
to account for the planned households and usage in Medina? Do you need to submit
an amendment for the DNR Water Supply Plan?

Thanks,
Dusty Finke
City of Medina

From: chadler@mapleplain.com <chadler@mapleplain.com>
Sent: Tuesday, April 27, 2021 1:32 PM
To: Dusty Finke <dusty.finke@medinamn.gov>
Subject: Development / Water

Hi Dusty,

Last night the City Council gave the OK to go forward with the additional water
connections per the 2006 agreement. Thanks for your patience on that. I just didn't
feel comfortable making that call without their feedback, being I'm so new.

Can clarify for me where you have connections to our system? Is it just 1400 Baker
Park Road? Or does that neighborhood on the Cnty 19 curve and/or the neighborhood
south of the highway also have a connection? I never noticed that the water
agreement was so specific to the 1400 Baker Park Road vicinity.

Have a great day!

<image001.png>

Clarissa G. Hadler
City Administrator

Office 763-479-0516
Mobile 507-398-5007
Email chadler@mapleplain.com

5050 Independence Street
Maple Plain, MN 55359

www.mapleplain.com

<image002.jpg>

Self-Service Meeting Scheduling - <https://calendly.com/clarissahadler>

I have set aside Tuesday – Thursday from 1 pm – 7 pm for meetings with Council, staff or community stakeholders. Please feel free to utilize the Calendly app to book a time. Or just call or email me if you prefer!



Executive Summary
City Council Workshop

AGENDA ITEM:	City Hall Security
PREPARED BY:	Jacob Kolander
RECOMMENDED ACTION:	Discussion & Decision

Summary:
The Orono School District has contacted City staff regarding building security enhancements. As part of their initiative, Orono Schools are looking at security in key locations throughout the district. Since Maple Plain City Hall is located within an Orono school facility, the district has invited the City to participate by installing an automatic door unlock system.



Uhl Company
9065 Zachary Lane N
Maple Grove, MN 55369
United States
(763) 425-7226
securitydivision@uhlco.com
uhlcompany.com

Quote

Quote Q-461
Issued on Mar 17, 2025

Client

Orono Public Schools

Site Address

5050 Independence Street
Maple Plain, Minnesota 55359
United States

Prepared By

Christian Sucik
christians@uhlco.com
(612) 328-7292

Project Description

UHL will add QTY 01 wireless "push to unlock" to the access control system for Door 93.
This includes QTY 01 wireless button, add'l buttons can be purchased for \$35.00 each if requested.

Products

Access Control

ITEM	QTY
Misc Misc Miscellaneous parts and labor	1
SECO-LARM SK-910RD1 1-CH Radio Frequency Receiver 315 MHz 10-24V AC\DC	1
SECO-LARM SK-919T1-GBQ 315MHz pendant RF transmitter with 1 button, 1 channel	1

Project Summary

Access Control \$713.48

Product + Labor	\$713.48
Subtotal	\$713.48
Total Price	\$713.48

Overview

1. UHL Company, Inc. (UHL) will use competent personnel and state of the art equipment to perform timely and professional manner.
2. For FIRE and INTRUSION alarm systems requiring signaling to a central alarm monitoring station, OWNER must provide true analog phone lines or an internet connection to meet applicable federal, state and local codes.
3. Uhl Company warrants it is covered by Worker's Compensation insurance, general liability insurance, automobile liability insurance, and excess liability policies. Certificates for all such insurance policies will be provided to you upon written request. You will carry Builder's Risk with full owner and contractor coverage's and other necessary insurance for the project.
4. Payment is due within 30 days of Uhl Company's invoice date. Interest shall accrue on any unpaid balance at a rate of 1.5% per month. Acceptance by Uhl Company of partial payments shall not constitute any release of collection or lien rights.
5. In the event of your default, Uhl Company will give 10 days' notice to cure. If you remain in default, Uhl Company may terminate this agreement and recover the balance due. You will pay all expenses, damages and cost, including reasonable attorney's fees, incurred by Uhl Company in collecting the outstanding debt.
6. If, for any reason, you direct a cessation of the work on all or any part of the project, Uhl Company shall be paid at least for the portion of its work completed at the time of cancellation, including all expenses incurred by Uhl Company.
7. Unless otherwise specified in the proposal, Uhl Company will not furnish any performance or material payment bond.
8. All repair labor is guaranteed for 90 days (except in the case of compressor replacements which carry a thirty day warranty), while materials and parts are warranted per manufacturer specifications. Warranties do not apply where failure is a result of faulty installation or abuse, or incorrect electrical connections or alterations made by others, or use under abnormal operating conditions or misapplication of the products and parts. Uhl Company makes no other warranty expressed or implied; and any implied warranty of merchantability or fitness for a particular purpose which exceeds the foregoing is hereby disclaimed by Uhl Company and excluded from any agreement made by acceptance of an order pursuant to this proposal. Under no circumstance shall Uhl Company be liable for prospective or speculative profits, or special, indirect, incidental, consequential, or punitive damages and/or physical injuries. Under no circumstances will Uhl Company's liability exceed the dollar amount of this proposal and shall terminate one year after the completion of Uhl Company's work, and Uhl Company may, at its option, provide a repair or replacement remedy.
9. All material and equipment furnished and installed by Uhl Company will carry the manufacturer's standard warranty. In many cases, this warranty will include an allowance for the cost of labor and related costs such as crane rental, refrigerant, etc., for correcting defects in material and workmanship, for a period of 90 days after installation. However, if the standard manufacturer's warranty does not provide for this additional coverage, the owner will be responsible for payment of these repairs. THIS WARRANTY SPECIFICALLY EXCLUDES COVERAGE FOR ENVIRONMENTAL CONDITIONS, SUCH AS MOLD. UHL COMPANY HAS MADE NO INSPECTION FOR, NOR REPRESENTATION REGARDING THE EXISTENCE OR NON-EXISTENCE OF MOLD ON THE OWNER'S PREMISES. UHL COMPANY HAS FURTHER MADE NO PROMISE OR AFFIRMATION THAT THE MATERIALS AND LABOR PROVIDED WILL ASSIST IN THE PREVENTION OR REMEDIATION OF MOLD OR OTHER ENVIRONMENTAL CONCERNS.
10. Customer agrees to pay a 30% material restock fee for cancellations after proposal acceptance for standard stock items. Nonstock items are subject to the return conditions of the manufacturer, distributor and/or others. These conditions may vary. Special order items are not returnable. Returns must occur within thirty (30) days of delivery and be in unused condition in original containers with all packaging, instructions, forms and manuals.

11. Everyone is concerned over the potential threat to our environment by the release of chlorofluoro refrigerants (C.F.C.'s) into the atmosphere. Uhl Company has for many years had a "no pollution, we care" policy with contaminants including refrigerants and refrigerant oil. Our technicians are trained to reclaim, filter, and re-use these refrigerants or, if badly contaminated, recycle them for re-use. All used refrigerant oils are disposed of through a licensed disposal organization. Many contractors are talking about doing something about pollutants – Uhl Company IS DOING IT.
12. Our pricing does not cover any cost that may be incurred due to hazardous material or its removal or disposal, unless specifically provided for in the attached proposal. If such costs are incurred by Uhl Company, they will be passed on to you at Uhl Company's actual cost without the need for written approval.
13. All estimated labor is to be performed during Uhl Company's normal working hours unless specified elsewhere in this proposal.
14. For compressor replacements, Uhl Company will perform an acid test after the drier change (testing for any unsafe acidic oil levels). If more drier and oil changes are needed, you will be informed, and the cost of these additional changes will be added to the contract price.
15. This contract constitutes the entire agreement and complete understanding between the parties. No verbal representations shall be binding on either party and you have not relied on any representation made by Uhl Company that is not contained herein.
16. These terms may in some instances conflict with some of the terms and conditions or other document issued by you. In such case, the Terms contained herein shall govern and acceptance of this Proposal is conditioned upon your acceptance of the Terms herein.
17. Uhl Company shall not be liable for any penalty or damage, delay or injury, or for failure to give notice of delay, or to perform, when such damage, delay, injury or failure is due to the elements, acts of god, acts of the owner, act of civil or military authority, war, riots, terrorism, concerted labor action, strikes, shortages of materials, accidents or any cause beyond the reasonable control of Uhl Company. The completion date shall be deemed extended for a period of time equal to the time lost due to any delay excusable under this provision.

 Signature

 Date