CITY OF PLYMOUTH
AGENDA
Regular City Council
December 13, 2022, 7:00 PM

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. PLYMOUTH FORUM—*Individuals may address the Council about any item not contained on the regular agenda. A maximum of 15 minutes is allotted for the Forum. If the full 15 minutes are not needed for the Forum, the City Council will continue with the agenda. The City Council will take no official action on items discussed at the Forum, with the exception of referral to staff or Commission or Committee for future report.*

4. PRESENTATIONS AND PUBLIC INFORMATION ANNOUNCEMENTS

4.1 Recognize 2022 Plymouth Environmental Academy attendees (Water Resources Supervisor Ben Scharenbroich)

4.2 Recognize and present State Farm Kyle Vitense Agency with a plaque for 2022 Platinum Sponsorship for Parks and Recreation (Recreation Supervisors Paul Pearson and Jessie Koch)

5. APPROVE AGENDA—*Councilmembers may add items to the agenda including items contained in the Council Information Memorandum for discussion purposes or staff direction only. The Council will not normally take official action on items added to the agenda.*

6. CONSENT AGENDA—*These items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

6.1 Adopt proposed City Council Minutes
November 29 Special
November 29 Regular

6.2 Approve disbursements
Check Register Report
Check Register Report - UB Refunds
HCV Payment Register Summary

Invoice Expense Distribution
Resolution

6.3 Approve encroachment agreement for retaining wall within drainage and utility easements at 17815 57th Avenue North
Location Map
Encroachment Agreement
Resolution

6.4 Approve encroachment agreement for retaining wall within drainage and utility easements at 850 Brockton Lane North
Location Map
Encroachment Agreement
Resolution

6.5 Approve 2023 Refuse Hauler Licenses
Resolution

6.6 Approve 2023 Target and Trap Shooting License
Resolution

6.7 Approve Application for MnDOT Active Transportation Infrastructure Program Grant for Chankahda Trail Reconstruction Project - Phase 2 (ST230002)
Location Map
Resolution

6.8 Approve Tobacco License application of Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1
Resolution

6.9 Approve Tobacco License application of Holiday Stationstores, LLC d/b/a Holiday Stationstores #2746523, 4075 Vinewood Lane North
Resolution

6.10 Approve 2023 Tobacco Licenses
Resolution

6.11 Accept streets for continual maintenance in Greenway Developments
Location Map - Greenway West 2nd
Location Map - Greenway North 3rd
Resolution - Greenway West 2nd
Resolution - Greenway North 3rd

6.12 Designate engineer for Station 73 Transit and Regional Improvement Project (TRIP) preliminary engineering (ST230003)
Concept Layout
Proposal
Resolution

6.13 Award contract and approve cooperative agreement for the Palmer Creek Estates Stream Restoration Project (WR210002)
Project Location
Recommendation Letter and Bid Tab
SCWMC Agreement
Resolution

6.14 Award contract for box culvert/bridge for Chankahda Trail Reconstruction - Phase 2 Project (ST230002)
Bid Tabulation
Recommendation Letter
Resolution

6.15 Approve water treatment chemical prices for 2023
Bid Tab
Resolution

6.16 [Item moved to 6.18]

6.17 Approve grant from the Helmsley Charitable Trust for 15 Automated External Defibrillators (AEDs)
Resolution

6.18 Accept donations and sponsorships to the City of Plymouth
Resolution

6.19 Approve agreement with Wayzata Independent School District 284 for secure storage of motor vehicles
Agreement
Resolution

7. PUBLIC HEARINGS

7.1 Public hearing on off-sale intoxicating liquor license application of Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1
Location Map
Property Owners within 500'
Resolution

7.2 Public hearing on 2023 Budget; Property Tax Levies; 2023-2032 Capital Improvement Plan; Utilities fees, Franchise fees, Park & Recreation fees and other miscellaneous fees; 2023 Classification and Compensation Plan; and utilization of ARPA funds
Biennial Budget Memo - 2023
Utility Rate Study
Utility Trunk Fund Analysis

2023 - 2032 CIP - Projects by Department
2023 - 2032 CIP - Projects by Funding Source Detailed Listing
ARPA Staff Report from April 26, 2022
SLFRF/ARPA Compliance and Reporting Guidance
SLFRF Final Rule Overview
Resolution - 2023 Budget
Resolution - Budget Levy
Resolution - HRA Levy
Resolution - CIP
Ordinance - Rates & Fees
Ordinance - CenterPoint Energy
Ordinance - Wright-Hennepin Cooperative Electric
Ordinance - Xcel Energy
Resolution - 2023 Compensation & Classification Plan
Resolution - Summary Publication
Resolution - ARPA

8. GENERAL BUSINESS

8.1 Adopt 2023 Legislative Priorities
Legislative Priorities 2023

9. REPORTS AND STAFF RECOMMENDATIONS

10. ADJOURNMENT

Agenda Number: **4.1**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Ben Scharenbroich, Water Resources Supervisor

Reviewed by: Michael Thompson, Public Works Director

Item: **Recognize 2022 Plymouth Environmental Academy attendees (Water Resources Supervisor Ben Scharenbroich)**

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1. Action Requested:

Recognize Plymouth Environmental Academy attendees.

2. Background:

Recognize attendees of the second annual Plymouth Environmental Academy.

3. Budget Impact:

N/A

4. Attachments:

Agenda Number: **4.2**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Kari Hemp, Recreation Manager

Reviewed by: Jennifer Tomlinson, Director of Parks and Recreation

Item: **Recognize and present State Farm Kyle Vitense Agency with a plaque for 2022 Platinum Sponsorship for Parks and Recreation (Recreation Supervisors Paul Pearson and Jessie Koch)**

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1. Action Requested:

N/A

2. Background:

Kyle Vitense State Farm Agency has been a sponsor for Parks and Recreation since 2019. The agency was a platinum sponsor for the 2022 programming year. Staff will present Kyle Vitense State Farm Agency with a thank you plaque at tonight's council meeting.

3. Budget Impact:

N/A

4. Attachments:

City of Plymouth

Agenda Number: **6.1**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jodi Gallup, City Clerk/Administrative Coordinator

Reviewed by: Maria Solano, Deputy City Manager

Item: **Adopt proposed City Council Minutes**

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1. Action Requested:

Adopt proposed City Council Minutes.

2. Background:

N/A

3. Budget Impact:

N/A

4. Attachments:

November 29 Special
November 29 Regular

Proposed Minutes
Special Council Meeting
November 29, 2022

Mayor Wosje called a Special Meeting of the Plymouth City Council to order at 5:30 p.m. in the Medicine Lake Room of Plymouth City Hall, 3400 Plymouth Boulevard, on November 29, 2022.

PLYMOUTH COUNCIL PRESENT: Mayor Wosje, Councilmembers Willis, Carroll, Prom, McGregor, Davis, and Peterson.

PLYMOUTH COUNCIL ABSENT: None.

PLYMOUTH STAFF PRESENT: City Manager Callister, Deputy City Manager Solano, Public Works Director Thompson, Park and Recreation Director Tomlinson, Human Resources Director Timpone, Finance Director Rich, and City Clerk/Administrative Coordinator Gallup.

Review Board and Commission Applications

Council selected ten applicants to interview for the vacant seats on various boards and commissions and directed staff to schedule interviews on December 13.

Future Study Sessions

The following changes were made to future study sessions:

- Begin December 13 study session at 4 p.m.
- Schedule Council Strategic Workshop on Saturday, January 21.

Adjournment

Mayor Wosje adjourned the meeting at 6:32 p.m.

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Jodi M. Gallup, City Clerk/Administrative Coordinator

Proposed Minutes
Regular City Council Meeting
November 29, 2022

Mayor Wosje called a Regular Meeting of the Plymouth City Council to order at 7:00 p.m. in the Council Chambers of City Hall, 3400 Plymouth Boulevard, on November 29, 2022.

COUNCIL PRESENT: Mayor Wosje, Councilmembers Willis, Prom, Carroll, McGregor, Davis, and Peterson.

COUNCIL ABSENT: None.

STAFF PRESENT: City Manager Callister, Deputy City Manager Solano, Public Safety Director Fadden, Fire Chief Coppa, Public Works Director Thompson, Park and Recreation Director Tomlinson, Human Resources Director Timpone, Finance Director Rich, Planning and Development Manager McGuire, Senior Planner Berglund, Senior Planner Sommers, City Attorney Mattick, and City Clerk/Administrative Coordinator Gallup.

Plymouth Forum

Steve Japs, 4570 Weston Lane, provided an update on climate change.

Presentations and Public Information Announcements

There were no Presentations and Public Information Announcements.

Approval of Agenda

Motion was made by Councilmember Prom, and seconded by Councilmember Willis, to approve the agenda. With all members voting in favor, the motion carried.

Consent Agenda

Motion was made by Councilmember Willis, and seconded by Councilmember Carroll, to adopt the Consent Agenda that included the following items:

(6.1) Council Minutes from Special Meeting and Regular Meeting of November 15, 2022.

(6.2) Resolution Approving Disbursements ending November 18, 2022 (Res2022-296).

(6.3) Resolution Approving a Variance to the Side Yard Setback to Allow Garage and Home Addition for Property Located at 16100 5th Avenue North (2022063) (Res2022-297).

(6.4) Resolution Accepting Utilities for Continual Maintenance for Parkera Plymouth Addition (2021077) (Res2022-298).

(6.5) Resolution Approving 2023 Social Services and Community Funding (Res2022-299).

(6.6) Ordinance Amending Section 205 of the Plymouth City Code Concerning the Salaries of the Mayor and Council Members (Ord2022-17), Resolution Approving Summary Publication of Ordinance No. 2022-17 (Res2022-300).

(6.7) Resolution Approving Regular City Council Meeting Schedule for 2023 (Res2022-301).

(6.8) Resolution Approving Polling Locations for 2023 Elections (Res2022-302).

With all members voting in favor, the motion carried.

Public Hearings

There were no public hearings.

General Business

(8.1) Accept the County Road 73 Small Area Study

Bryan Harjes with Hoisington Koegler Group Inc., presented this item for review and acceptance. He stated the intent of the long-term project and described how he has encouraged community engagement. He prepared and shared a concept plan that detailed trails, parks, open spaces, housing units, and commercial and retail spaces.

Per request of the Council, City Manager Callister explained the land acquisition process.

In response to questions from the Council, Public Works Director Thompson provided the following information:

- Explained the $15 million discretionary grant as it relates to dates of construction.
- Highway 55 project will be resurfaced in 2024 and would begin in 2025.
- MnDOT will coordinate strategic closures in conjunction with the Highway 55 project.

Per request of the Council, Mr. Harjes explained that some existing businesses will require removal or relocation. He also noted the companies could remain until improvements happen.

Motion was made by Councilmember Willis and seconded by Councilmember Carroll, to adopt Resolution Accepting the County Road 73 Small Area Study (Res2022-303). With Mayor Wosje and Councilmembers Willis, Carroll, McGregor, Davis, and Peterson voting yes and Councilmember Prom voting no, the motion carried.

(8.2) Rezoning, Preliminary Plat, and PUD General Plan Request for Enclave Mixed-Use Development for the Properties Located West of Highway 169 and South of Bass Lake Road at Nathan Lane (Enclave Companies – 2022064)

Senior Planner Berglund presented this item and reviewed the proposal. The applicant is requesting a rezone, a preliminary plat, and a PUD general plan for a 4-story multifamily building with two retail buildings. The applicant is requesting flexibility regarding the quantity of units, reduced parking on site, and an increase in the number of efficiency apartments.

After questions from City Council, Brian Bochman, West Fargo, ND, explained some businesses will need to be removed or relocated. He added those buildings can remain on the property until the need for removal.

In response to questions from the Council, Senior Planner Berglund, Mr. Bochman, and Public Works Director Thompson provided the following information:

- There will be more discussion and research on the vehicle entrance as it relates to truck and delivery traffic
- Balconies will be safely secured
- Nathan Lane would require a redesign
- Lot would be platted as currently shown

Motion was made by Councilmember Prom, and seconded by Councilmember Willis, to adopt Ordinance Amending Chapter 21 (Zoning Ordinance) of the City Code to Reclassify Certain Land Located West of Highway 169 and South of Bass Lake Road at Nathan Lane (2022064) (Ord2022-18), Resolution Approving Summary Publication of Ordinance No. 2022-18 (Res2022-304), Resolution Approving Findings of Fact for the Rezoning of Land Located West of Highway 169 and South of Bass Lake Road at Nathan Lane - 5750 Nathan Lane, and PID Numbers 01-118-22-42-0049, 01-118-22-42- 0007, and 01-118-22-42-0010 (2022064) (Res2022-305), and Resolution Approving a PUD General Plan and Preliminary Plat for Enclave Companies for "Enclave Mixed-Use Development" for Properties Located West of Highway 169 and South of Bass Lake Road at Nathan Lane - 5750 Nathan Lane, and PID Numbers 01-118-22-42-0049, 01-118-22-42-0007, and 01-118-22-42-0010 (2022064) (Res2022-306). With all members voting in favor, the motion carried.

(8.3) 2023 Legislative Priorities

City Manager Callister provided a draft and briefly summarized the legislative priorities. He discussed multiple funding opportunities for some of these priorities and added it is not a voting item tonight but would come before the City Council for a vote at the December 13, 2022, meeting.

City Attorney Mattick discussed the language to be used on the topic of recreational marijuana. The City Council agreed to allow City Attorney Mattick to make minor changes to the document regarding cannabinoid usage.

Reports and Staff Recommendations

There were no Reports and Staff Recommendations.

Adjournment

Mayor Wosje adjourned the regular meeting at 8:29 p.m.

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Jodi Gallup, City Clerk/Administrative Coordinator

City of Plymouth

Agenda Number: **6.2**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Tammy Geurkink, Finance Clerk

Reviewed by: Andrea Rich, Finance Director

Item: **Approve disbursements**

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1. Action Requested:

Adopt resolution approving disbursements.

2. Background:

Attached are lists of City fund disbursements for the period ending 12/2/22.

3. Budget Impact:

N/A

4. Attachments:

Check Register Report
Check Register Report - UB Refunds
HCV Payment Register Summary
Invoice Expense Distribution
Resolution

Check Payment Register

11/19/2022 to 12/02/2022

Check EFT Date Paid: 12/02/2022 MN Afscme Council #5 Amount: $2,085.52

Inv. 2022-00000290 12/02/2022

Item Description	Total Price
12/02/2022 Deduction Maintenance Union Dues	$1,387.68
12/02/2022 Deduction CTP Union Dues	$683.54
12/02/2022 Deduction AFSCME DUES W/ PEOPLE DED	$14.30

Check EFT Date Paid: 12/02/2022 MN Child Support Payment Center Amount: $1,089.51

Inv. 2022-00000291 12/02/2022

Item Description	Total Price
12/02/2022 Deduction Child Support	$173.97
12/02/2022 Deduction Child Support	$173.97
12/02/2022 Deduction Child Support	$610.52
12/02/2022 Deduction Child Support	$131.05

Check EFT Date Paid: 12/02/2022 Plymouth Professional Firefighters MN Local Amount: $675.00

Inv. 2022-00000294 12/02/2022

Item Description	Total Price
12/02/2022 Deduction Firefighter Union Dues	$675.00

Check EFT Date Paid: 12/02/2022 BPAS Amount: $31,518.66

Inv. 2022-00000285 12/02/2022

Item Description	Total Price
12/02/2022 Benefit VEBA Contributions for PT EE's	$11.41
12/02/2022 Benefit VEBA HRA	$31,507.25

Check 152628 Date Paid: 12/02/2022 ACCENT ELECTRIC AND AUTOMATION INC Amount: $41.00

Inv. 00343195 12/01/2022

Item Description	Total Price
Refund - Permit - P202203538	$41.00

Check 152629 Date Paid: 12/02/2022 Carmen Enriquez Amount: $25.00

Inv. Import - 10444 11/28/2022

Item Description	Total Price
Park and Rec Refund	$25.00

Check 152630 Date Paid: 12/02/2022 COMMERCIAL PLUMBING AND HEATING INC Amount: $46.00

Inv. 00342852 11/17/2022

Item Description	Total Price
Refund - Permit - P202207438	$46.00

Check 152631 Date Paid: 12/02/2022 MERITEX PLYMOUTH LLC Amount: $770,000.00

Inv. 00343216 12/01/2022

Item Description	Total Price
Refund - Bond - BE2021038	$770,000.00

Check 152632 Date Paid: 12/02/2022 SUBURBAN ELECTRIC INC Amount: $41.00

Inv. 00342733 11/15/2022

Item Description	Total Price
Refund - Permit - P202208631	$41.00

Check 152633 Date Paid: 12/02/2022 THELEN MECHANICAL LLC Amount: $769.00

Inv. 00343197 12/01/2022

Item Description	Total Price
Refund - Permit - P202208635 - Permit - P202208636	$769.00

Check 152634 Date Paid: 12/02/2022 2nd Wind Exercise Equip/Johnson Fitness & Amount: $8,505.00

Inv. 22039862 11/22/2022

Item Description	Total Price

Fitness equipment for FS3 $8,505.00

Check 152635 Date Paid: 12/02/2022 3M Amount: $2,994.75

Inv. 9419789152 11/10/2022

Item Description	Total Price
ElectroCut film	$2,994.75

Check 152636 Date Paid: 12/02/2022 ABM Equipment & Supply LLC Amount: $42.55

Inv. 0172576IN 11/29/2022

Item Description	Total Price
Fuel fill cap - #5020	$42.55

Check 152637 Date Paid: 12/02/2022 Ace Lock & Safe Co Inc Amount: $1,760.11

Inv. A103150 11/18/2022

Item Description	Total Price
Replace locks on mechanical room/training door	$1,760.11

Check 152638 Date Paid: 12/02/2022 Acre/General Office Products Company Amount: $7,860.91

Inv. 481192 11/09/2022

Item Description	Total Price
PCC Project - Omnia Partners Furniture	$516.32

Inv. 481193 11/09/2022

Item Description	Total Price
PCC Project - Spectrum Industries Furniture	$7,344.59

Check 152639 Date Paid: 12/02/2022 Action Fence Inc Amount: $26,525.00

Inv. 22747 11/29/2022

Item Description	Total Price
Remove broken posts & replace fence	$2,850.00

Inv. 22748 11/29/2022

Item Description	Total Price
Install 48" high driver posts w/railing - Rolling Hills	$3,450.00

Inv. 22749 11/29/2022

Item Description	Total Price
Zachary Ballfield #6 Dugout Fence	$20,225.00

Check 152640 Date Paid: 12/02/2022 Action Fleet Inc Amount: $807.16

Inv. I5521 11/17/2022

Item Description	Total Price
Install antennas for Cradlepoint upgrade	$629.56

Inv. I5531 11/23/2022

Item Description	Total Price
Computer power tamer - #1065	$177.60

Check 152641 Date Paid: 12/02/2022 Advanced Irrigation Inc Amount: $541.45

Inv. 211262 11/01/2022

Item Description	Total Price
Snow plowing Nov 2022	$541.45

Check 152642 Date Paid: 12/02/2022 Advantage Emblem Inc Amount: $285.00

Inv. 0624213IN 11/08/2022

Item Description	Total Price
Cadet shield patches	$285.00

Check 152643 Date Paid: 12/02/2022 ALTA Amount: $1,520.81

Inv. 12603 10/19/2022

Item Description	Total Price
Chief's and Citizen's awards	$1,380.90

Inv. 12949 11/22/2022

Item Description	Total Price
Bench Plaque	$139.91

Check 152644 Date Paid: 12/02/2022 Donald Althaus Amount: $120.96

Inv. F112822 11/28/2022

Item Description	Total Price

Water Efficiency Rebate Program - Rebate Funds $120.96

Check 152645 Date Paid: 12/02/2022 Andy's Lawncare Amount: $274.08

Inv. 33432 11/01/2022

Item Description	Total Price
Snow removal Nov 2022	$274.08

Check 152646 Date Paid: 12/02/2022 Armor Mechanical, LLC Amount: $636.75

Inv. 251935 11/08/2022

Item Description	Total Price
Service call on commercial dishwasher	$636.75

Check 152647 Date Paid: 12/02/2022 ASAP Packaging Inc / Action Plastic Sales Inc Amount: $165.00

Inv. 214782 11/09/2022

Item Description	Total Price
Yellow 20x13x39	$165.00

Check 152648 Date Paid: 12/02/2022 Aspen Mills Amount: $2,495.37

Inv. 303428 11/04/2022

Item Description	Total Price
Boots, shoes - D Dreelan	$215.90

Inv. 303429 11/04/2022

Item Description	Total Price
T-Shirts - A Kragthorpe	$73.50

Inv. 303430 11/04/2022

Item Description	Total Price
T-Shirts, shorts - R Eickoff	$162.43

Inv. 303431 11/04/2022

Item Description	Total Price
Pants, tee, shorts - M Milner	$106.43

Inv. 303432 11/04/2022

Item Description	Total Price
T-Shirt - S Marti	$24.50

Inv. 303433 11/04/2022

Item Description	Total Price
Pants, tee, shorts, shoes - N Vidal	$441.82

Inv. 303434 11/04/2022

Item Description	Total Price
Polo, tee, fleece, jacket, cap, boots, name tag - J Lonsbury	$548.25

Inv. 303435 11/04/2022

Item Description	Total Price
Pants, tee, fleece, name tag - B Koster	$151.30

Inv. 303436 11/04/2022

Item Description	Total Price
Tee, shorts - T Allard	$73.98

Inv. 303437 11/04/2022

Item Description	Total Price
Pants, tee, shorts - F Fischer	$163.38

Inv. 303439 11/04/2022

Item Description	Total Price
Pants, tee, shorts, belt - N Navai	$138.43

Inv. 303440 11/04/2022

Item Description	Total Price
T-Shirts - K Wolfe	$98.00

Inv. 303441 11/04/2022

Item Description	Total Price
Cap - R Toland	$26.35

Inv. 303820 11/11/2022

Item Description	Total Price
Tee, shorts - D Dreelan	$98.96

Inv. 303959 11/15/2022

Item Description	Total Price

Polo, cap, shorts, tee - M Hazledine $172.14

Check 152649 Date Paid: 12/02/2022 Recycling & Roll-Off Barthold Inc Amount: $1,100.00

Inv. 115829 11/17/2022

Item Description	Total Price
Dumpster - YW site	$1,100.00

Check 152650 Date Paid: 12/02/2022 Beaudry Oil & Service, Inc Amount: $3,458.90

Inv. 2192647 11/21/2022

Item Description	Total Price
5W40, Ultrapure DEF	$3,458.90

Check 152651 Date Paid: 12/02/2022 Best Outdoor Services Amount: $544.90

Inv. 24102 11/01/2022

Item Description	Total Price
Snow plowing Nov 2022	$544.90

Check 152652 Date Paid: 12/02/2022 BGS Barna, Guzy & Steffen, Ltd Amount: $304.00

Inv. 254479 10/31/2022

Item Description	Total Price
General Employment Law Counseling	$304.00

Check 152653 Date Paid: 12/02/2022 Bolton & Menk Consulting Engineers Amount: $5,646.00

Inv. 0300784 10/31/2022

Item Description	Total Price
West Med Bridge Abutments	$5,646.00

Check 152654 Date Paid: 12/02/2022 Boyer Trucks Amount: $235.52

Inv. 003P29932 11/17/2022

Item Description	Total Price
Fuel filter & water separator - stock	$109.40

Inv. 003P30035 11/21/2022

Item Description	Total Price
Air filters - stock	$126.12

Check 152655 Date Paid: 12/02/2022 Boyer Trucks Amount: $762.64

Inv. 007P45263 11/28/2022

Item Description	Total Price
Injector assemblies - #0031 (T11)	$762.64

Check 152656 Date Paid: 12/02/2022 Braun Intertec Corporation Amount: $73,775.15

Inv. B317595 11/16/2022

Item Description	Total Price
Materials Testing 11/11/22	$30,881.00

Inv. B318811 11/27/2022

Item Description	Total Price
Geotechnical Evaluation - 2023 Pavement Rehab thru 10/28/22	$8,717.50

Inv. B318813 11/27/2022

Item Description	Total Price
Geotechnical Evaluation - Plymouth Blvd Rehab 11/5/22	$8,201.15

Inv. B318814 11/27/2022

Item Description	Total Price
Geotechnical Evaluation - 2023 City Center Rehab thru 11/5/22	$7,460.00

Inv. B318815 11/27/2022

Item Description	Total Price
PIC Parking lot reconstruction - Soil Boring 11/5/22	$5,500.00

Inv. B318962 11/28/2022

Item Description	Total Price
Materials Testing 11/18/22	$5,552.00
Material Testing - 2022 Vicksburg Lane	$2,388.50

Inv. B318973 11/28/2022

Item Description	Total Price
Material Testing for 2022 Rehabilitation 11/18/22	$5,075.00

Check 152657 Date Paid: 12/02/2022 Buell Consulting Inc Amount: $1,150.00

Inv. F112322 11/23/2022

Item Description	Total Price
Verizon Escrow Refund(LaCompte- ANL21001)MIN Pomerleau	$1,150.00

Check 152658 Date Paid: 12/02/2022 Campbell Knutson Prof Assoc Amount: $36,511.66

Inv. F103122 11/30/2022

Item Description	Total Price
General Routine Legal - October 2022	$8,197.48
General Routine Legal - October 2022 - Legal Retainer	$27,445.00
General Routine Legal - October 2022 - Criminal Prosecution	$652.68
General Routine Legal - October 2022 - Forfeited Vehicles	$46.50
General Routine Legal - October 2022 - HRA General	$76.50
General Routine Legal - October 2022 - PLN22001	$34.00
General Routine Legal - October 2022 - SS160001R	$59.50

Check 152659 Date Paid: 12/02/2022 Canteen Refreshment Services Amount: $1,066.38

Inv. MSP57257 11/18/2022

Item Description	Total Price
Concession supplies - PIC	$766.50

Inv. MSP57692 11/23/2022

Item Description	Total Price
Concession supplies - PIC	$299.88

Check 152660 Date Paid: 12/02/2022 John and Claudia Capello Amount: $56.34

Inv. F112322 11/23/2022

Item Description	Total Price
Refund payment from utility account 167684 - no credit on acct	$56.34

Check 152661 Date Paid: 12/02/2022 CDW Government Inc Amount: $14,926.69

Inv. DZ60854 11/09/2022

Item Description	Total Price
Panasonic Toughbook	$2,757.60

Inv. DZ64994 11/09/2022

Item Description	Total Price
Panasonic AC adapter	$80.85

Inv. DZ96352 11/10/2022

Item Description	Total Price
HP Elitebook notebook - FS2 podium	$1,193.88

Inv. FC52145 11/15/2022

Item Description	Total Price
HP Laptop	$1,193.88

Inv. FD73228 11/17/2022

Item Description	Total Price
Servicedesk Maintenance 1/1/23 - 12/31/23	$7,625.00

Inv. FF54481 11/21/2022

Item Description	Total Price
Notebook ThinkPad	$1,500.00

Inv. FF63463 11/21/2022

Item Description	Total Price
Panorama 5-in-1 Sfin antenna - Command Vehicle	$575.48

Check 152662 Date Paid: 12/02/2022 Centerpoint Energy Amount: $22,126.44

Inv. F090922 09/09/2022

Item Description	Total Price
Gas bill acct 117338822 w/World Fuel overage from acct 114630676	($834.34)

Inv. F101022 10/10/2022

Item Description	Total Price
Gas bill acct 117338822	$360.35

Inv. F110822 11/08/2022

Item Description	Total Price
Gas bill acct 117338822	$1,139.87

Inv. F110922 11/09/2022

Item Description	Total Price

Gas bill acct 115318545 - FS3 $142.79

Inv. F110922-1 11/09/2022

Item Description	Total Price
Gas bill acct 117160259 - PIC	$7,693.55

Inv. F110922-2 11/09/2022

Item Description	Total Price
Gas bill acct 117345066 - PCC	$5,072.09

Inv. F111022 11/10/2022

Item Description	Total Price
Gas bill acct 80000147373	$8,552.13

Check 152663 Date Paid: 12/02/2022 Central Roofing Company Amount: $1,008.00

Inv. 29974 01/03/2022

Item Description	Total Price
Patched roof leaks in maintenance facility	$1,008.00

Check 152664 Date Paid: 12/02/2022 Centurylink/Lumen Amount: $3,945.91

Inv. 617097973 11/24/2022

Item Description	Total Price
Internet 10/24/22-11/23/22, Loop 11/24/22-12/23/22	$3,945.91

Check 152665 Date Paid: 12/02/2022 Centurylink/Lumen Amount: $407.59

Inv. F1104222822 11/04/2022

Item Description	Total Price
Phone Line 763-476-2822	$78.56

Inv. F1110226583 11/10/2022

Item Description	Total Price
Phone Line 763-559-6583	$190.95

Inv. F1110229201 11/10/2022

Item Description	Total Price
Phone Line 763-559-9201	$12.53

Inv. F1119226847 11/19/2022

Item Description	Total Price
Phone line 763-473-6847	$125.55

Check 152666 Date Paid: 12/02/2022 Ceramic Sow / Adama Sow Amount: $1,104.00

Inv. F112222 11/22/2022

Item Description	Total Price
Wheel Pottery Class 11/9-11/30/22	$1,104.00

Check 152667 Date Paid: 12/02/2022 CertaPro Painters of Minnetonka Amount: $31,313.20

Inv. F111522 11/15/2022

Item Description	Total Price
Rink B - Painting (WYHA Donation)	$31,313.20

Check 152668 Date Paid: 12/02/2022 Cintas Corporation Amount: $120.66

Inv. 4136575001 11/07/2022

Item Description	Total Price
Janitorial supplies PIC	$60.33

Inv. 4137263064 11/14/2022

Item Description	Total Price
Janitorial supplies PIC	$60.33

Check 152669 Date Paid: 12/02/2022 Cintas Corporation Amount: $734.62

Inv. 5124082424 09/12/2022

Item Description	Total Price
Medical Cabinet Resupply - PS	$87.90

Inv. 5131418773 11/03/2022

Item Description	Total Price
Medical Cabinet Resupply - CWP	$69.44

Inv. 5131418783 11/03/2022

Item Description	Total Price
Medical Cabinet Resupply - PW	$515.29

Inv. 5132606930 11/11/2022

Item Description	Total Price
Medical Cabinet Resupply - PCC	$61.99

Check 152670 Date Paid: 12/02/2022 City of Annandale Amount: $974.00

Inv. 123 11/21/2022

Item Description	Total Price
Training center rental fee - PS	$974.00

Check 152671 Date Paid: 12/02/2022 Classic Protective Coatings Inc Amount: $31,870.00

Inv. 2022092600 11/10/2022

Item Description	Total Price
GridBee Mixer for Zachary Water Tower	$31,870.00

Check 152672 Date Paid: 12/02/2022 Cloud Cabling Inc Amount: $87,161.00

Inv. 9210 11/17/2022

Item Description	Total Price
Cellular mediation for Fire Station 3	$31,547.00

Inv. 9211 11/17/2022

Item Description	Total Price
PCC - Cellular communication system	$55,614.00

Check 152673 Date Paid: 12/02/2022 Comcast Amount: $534.83

Inv. F110522 11/05/2022

Item Description	Total Price
Internet/Cable CH, PS, CMCI, PIC, PCC 11/10-12/9/22	$534.83

Check 152674 Date Paid: 12/02/2022 Commercial Asphalt Co. Amount: $6,232.61

Inv. 221031 10/31/2022

Item Description	Total Price
CR 9 Trail	$6,232.61

Check 152675 Date Paid: 12/02/2022 Craig Rapp, LLC Amount: $1,800.00

Inv. CPGPLY111221 11/01/2022

Item Description	Total Price
2023 Membership	$1,600.00

Inv. CRPLY1118221 11/01/2022

Item Description	Total Price
Compass Peer Group Annual Retreat 12/9/22	$200.00

Check 152676 Date Paid: 12/02/2022 Creekside Hills Development Inc Amount: $14,017.70

Inv. F111722 11/18/2022

Item Description	Total Price
Refund Unused Cash Esc ESC18054.DEV-Creekside Hills 4th Addn	$14,017.70

Check 152677 Date Paid: 12/02/2022 Cub Foods Amount: $33.98

Inv. 16 11/15/2022

Item Description	Total Price
Council meeting bakery items	$33.98

Check 152678 Date Paid: 12/02/2022 Custom Glass & Screen Amount: $848.00

Inv. 103285 11/03/2022

Item Description	Total Price
G Bailey-4536 Quantico Lane CDBG Rehab	$848.00

Check 152679 Date Paid: 12/02/2022 Custom Truck One Source Amount: $15,928.00

Inv. 2022007057032 10/27/2022

Item Description	Total Price
Service Box for New Vehicle #3090 (2022 F250)	$15,928.00

Check 152680 Date Paid: 12/02/2022 Dalco Amount: $2,846.38

Inv. 4006003 11/03/2022

Item Description	Total Price
Enmotion towels, soap & tissue	$1,717.01

Inv. 4008360 11/09/2022

Item Description	Total Price
Can liners, roll towels, tissue - PCC	$651.73

Inv. 4009024 11/10/2022

Item Description	Total Price
Service call, battery, charger, labor - PCC	$477.64

Check 152681 Date Paid: 12/02/2022 David A Fischer / Mill City Cleaning LLC Amount: $3,700.00

Inv. 10211 11/01/2022

Item Description	Total Price
Monthly cleaning Service Nov 2022 - PCC	$3,700.00

Check 152682 Date Paid: 12/02/2022 Distinctive Window Cleaning Inc / Acme Amount: $2,400.00

Inv. 21925 08/31/2022

Item Description	Total Price
Window cleaning - PCC	$960.00

Inv. 22221 09/30/2022

Item Description	Total Price
Window cleaning - PCC	$960.00

Inv. 22222 10/31/2022

Item Description	Total Price
Window cleaning - PCC	$480.00

Check 152683 Date Paid: 12/02/2022 Doboszenski & Sons Inc Amount: $53,867.52

Inv. 22070001 11/08/2022

Item Description	Total Price
Process Rubble Material to 1" Minus	$53,867.52

Check 152684 Date Paid: 12/02/2022 Drew's Concessions LLC Amount: $1,469.49

Inv. 2875 11/17/2022

Item Description	Total Price
Concession supplies - PIC	$1,469.49

Check 152685 Date Paid: 12/02/2022 Dts/Definitive Technology Amount: $388.30

Inv. INV245865 11/25/2022

Item Description	Total Price
Printer maint 11/22-12/21/22, Overage 10/22-11/21/22	$388.30

Check 152686 Date Paid: 12/02/2022 ECM Publishers Inc Amount: $482.30

Inv. 919901 11/10/2022

Item Description	Total Price
Mowing bids	$170.10

Inv. 919902 11/10/2022

Item Description	Total Price
CDBG block grant - publication	$89.25

Inv. 920902 11/17/2022

Item Description	Total Price
Doran Basset Creek Apts FEMA notice	$103.95

Inv. 920903 11/17/2022

Item Description	Total Price
Publication - 2023 Water Treatment Chemicals	$119.00

Check 152687 Date Paid: 12/02/2022 Ehlers & Associates Inc Amount: $5,300.00

Inv. 91922 09/21/2022

Item Description	Total Price
2022 Continuing Disclosure Reporting	$3,575.00

Inv. 92352 11/09/2022

Item Description	Total Price
Wellington Redevelopment thru 10/31/22	$1,725.00

Check 152688 Date Paid: 12/02/2022 Electronic Communication Systems Llc/Ecsi Amount: $245.00

Inv. 22110290 11/18/2022

Item Description	Total Price
Service call - Council Library door	$245.00

Check 152689 Date Paid: 12/02/2022 Elevation Coating, LLC Amount: $261,250.00

Inv. 002 11/11/2022

Item Description	Total Price
Zachary Water Treatment Plant Coatings Rehabilitation Project -	$261,250.00

Check 152690 Date Paid: 12/02/2022 Eureka Construction Inc Amount: $710,743.44

Inv. 7 11/18/2022

Item Description	Total Price
County Road 47 Phase 1 - 10/31/22	$710,743.44

Check 152691 Date Paid: 12/02/2022 Factory Motor Parts Co Amount: $861.32

Inv. 18150822 11/09/2022

Item Description	Total Price
Ceramic pads w/hwde - #2039	$53.59

Inv. 18172976 11/17/2022

Item Description	Total Price
Air filter - stock	$44.80

Inv. 18180062 11/21/2022

Item Description	Total Price
Upper intake manifold gas, spark plugs - stock	$32.27

Inv. 18186379 11/23/2022

Item Description	Total Price
Battery charger	$33.66

Inv. 18194944 11/28/2022

Item Description	Total Price
2A direct mount battery - #2084	$44.89

Inv. 18195538 11/28/2022

Item Description	Total Price
Cabin air panel - Unit #202	$29.32

Inv. 251082671 11/22/2022

Item Description	Total Price
Battery - Unit #789	$98.89

Inv. 70507818 11/22/2022

Item Description	Total Price
Batteries - stock	$278.78

Inv. 70508138 11/28/2022

Item Description	Total Price
Battery - #1059	$139.39

Inv. 70508146 11/28/2022

Item Description	Total Price
Battery - #2027	$139.39

Inv. 70508171 11/29/2022

Item Description	Total Price
Credit - battery charger	($33.66)

Check 152692 Date Paid: 12/02/2022 Fastenal Company Amount: $544.96

Inv. MNPLY138074 11/10/2022

Item Description	Total Price
Various Fasteners	$544.96

Check 152693 Date Paid: 12/02/2022 First Transit Inc Amount: $328,047.76

Inv. 11842970 11/15/2022

Item Description	Total Price
Transit Services October 2022 - Contracted	$296,709.43
Transit Services October 2022 - October 2022 Fuel	$36,494.05
Transit Services October 2022 - Click-and-Ride Fares	($2,342.50)
Transit Services October 2022 - Fixed Route Fares	($1,650.00)
Transit Services October 2022 - Click-and-Ride Card Sales	($1,163.22)

Check 152694 Date Paid: 12/02/2022 FITMBS LLC/Tanya Johnson Amount: $1,080.00

Inv. 091522111722 11/20/2022

Item Description	Total Price
Dance classes 9/15-11/17/22	$1,080.00

Check 152695 Date Paid: 12/02/2022 Force America/Varitech Industries Amount: $211.65

Inv. 0011685069 11/18/2022

Item Description	Total Price
Cable, bulkhead - stock	$211.65

Check 152696 Date Paid: 12/02/2022 Gartner Refrigeration & Mfg Amount: $258.00

Inv. IP009412 11/17/2022

Item Description	Total Price
CAMCO717SC Oil	$258.00

Check 152697 Date Paid: 12/02/2022 Grainger Amount: $1,263.12

Inv. 9494494363 10/28/2022

Item Description	Total Price
Fluorescent bulbs	$24.44

Inv. 9495887797 10/31/2022

Item Description	Total Price
Weatherproof covers	$119.26

Inv. 9501907357 11/04/2022

Item Description	Total Price
Safety signs	$36.12

Inv. 9504351637 11/07/2022

Item Description	Total Price
Nitrile gloves	$212.20

Inv. 9507049881 11/09/2022

Item Description	Total Price
Thread locker	$7.62

Inv. 9507049899 11/09/2022

Item Description	Total Price
Thread locker	$7.67

Inv. 9507049907 11/09/2022

Item Description	Total Price
Keyed padlock	$33.40

Inv. 9509278850 11/10/2022

Item Description	Total Price
Spotlights	$650.04

Inv. 9519450705 11/22/2022

Item Description	Total Price
Quick connect nozzles	$118.89

Inv. 9522543124 11/22/2022

Item Description	Total Price
Tape measure, flashlight	$53.48

Check 152698 Date Paid: 12/02/2022 Granicus, LLC Amount: $25,924.27

Inv. 158330 11/15/2022

Item Description	Total Price
GovAcces - Web/Internet Maintenance 12/15/22 - 12/14/23	$8,697.71

Inv. 158974 11/30/2022

Item Description	Total Price
GovDelivery /Communications Cloud 1/1/23 - 12/31/23	$17,226.56

Check 152699 Date Paid: 12/02/2022 Graybar Electric Company Amount: $107,070.97

Inv. 9329622838 11/15/2022

Item Description	Total Price
CR47 Reconstruction Phase 1 Signal Steel Preorder	$107,070.97

Check 152700 Date Paid: 12/02/2022 Great Lakes Coca-Cola Distribution LLC Amount: $900.25

Inv. 3609219029 11/25/2022

Item Description	Total Price
Concession supplies - PIC	$900.25

Check 152701 Date Paid: 12/02/2022 Green Stuff Outdoor Services Amount: $325.83

Inv. 423483 11/01/2022

Item Description	Total Price
Snow removal Nov 2022	$325.83

Check 152702 Date Paid: 12/02/2022 Greenway Lawn Maintenance Inc Amount: $1,069.94

Inv. F110122 11/01/2022

Item Description	Total Price
Snow removal Nov 2022	$1,069.94

Check 152703 Date Paid: 12/02/2022 Groundscare Inc. Amount: $3,353.97

Inv. 8158 11/01/2022

Item Description	Total Price
Snow plowing Nov 2022	$3,353.97

Check 152704 Date Paid: 12/02/2022 Guardian Fleet Safety, LLC Amount: $6,634.73

Inv. 220836 11/10/2022

Item Description	Total Price
New Vehicle Setup for #1741, remove equipment #1718	$6,634.73

Check 152705 Date Paid: 12/02/2022 Hawkins Inc Amount: $11,749.33

Inv. 6330521 11/07/2022

Item Description	Total Price
Azone - Central Water Treatment Plant	$7,327.33

Inv. 6332509 11/08/2022

Item Description	Total Price
Hydroflouslicic Acid & LPC-9L - CWP	$4,422.00

Check 152706 Date Paid: 12/02/2022 HGA / Hammel, Green & Abrahamson Inc Amount: $972.00

Inv. 234156 11/15/2022

Item Description	Total Price
Architect Construction Admin PCC Project 10/28/22	$972.00

Check 152707 Date Paid: 12/02/2022 Highway 55 Rental Inc Amount: $400.70

Inv. 573132 11/09/2022

Item Description	Total Price
Enclosed trailer rental	$400.70

Check 152708 Date Paid: 12/02/2022 Hockenbergs Equip & Supply Co/Trimark Amount: $2,950.00

Inv. 2893399 07/18/2022

Item Description	Total Price
PCC project-Walk-In Cooler Installation	$5,900.00

Inv. CM2893399 11/17/2022

Item Description	Total Price
Credit - PCC Project-Walk in cooler installation	($2,950.00)

Check 152709 Date Paid: 12/02/2022 Hoisington Koegler Group Inc Amount: $1,072.50

Inv. 02104114 11/12/2022

Item Description	Total Price
County Road 73 Small Area Plan Consultant 10/31/22	$1,072.50

Check 152710 Date Paid: 12/02/2022 Home Depot Amount: $511.43

Inv. 0014298 11/23/2022

Item Description	Total Price
Electric flint striker, BTU torch	$67.96

Inv. 0014307 11/23/2022

Item Description	Total Price
Velcro strips	$4.28

Inv. 1014153 11/22/2022

Item Description	Total Price
Sprayer, micro torch, butane cylinder - CWP	$87.55

Inv. 2013891 11/21/2022

Item Description	Total Price
Pry bar, ratchet, wrench	$87.88

Inv. 2013897 11/21/2022

Item Description	Total Price
Hex bolts	$12.72

Inv. 2314432 11/21/2022

Item Description	Total Price
Nitrile gloves	$45.92

Inv. 3011889 11/10/2022

Item Description	Total Price
Turf glue	$95.64

Inv. 4011649 11/09/2022

Item Description	Total Price
Proprylene Glycol	$95.52

Inv. 5011447 11/08/2022

Item Description	Total Price
Drill bits	$12.57

Inv. 6013199 11/17/2022

Item Description	Total Price
Coupling	$1.39

Check 152711 Date Paid: 12/02/2022 Home Depot Amount: $2,108.04

Inv. F113022 11/30/2022

Item Description	Total Price
25% downpayment - Elizabeth Kelly - 2765 Ranchview Lane #5-CDBG	$2,108.04

Check 152712 Date Paid: 12/02/2022 Hopkins Sports Camps LLC / Skyhawks Amount: $5,244.48

Inv. 44159R1 11/14/2022

Item Description	Total Price
Oct/Nov 2022 Basketball, Soccer, Football	$5,244.48

Check 152713 Date Paid: 12/02/2022 Huebsch Services Amount: $600.83

Inv. 20185610 11/08/2022

Item Description	Total Price
Janitorial Supplies - PW	$86.50

Inv. 20185620 11/08/2022

Item Description	Total Price
Janitorial supplies - FS3	$58.21

Inv. 20185625 11/08/2022

Item Description	Total Price
Janitorial supplies - FS2	$49.32

Inv. 20187175 11/15/2022

Item Description	Total Price
Janitorial supplies PCC	$325.54

Inv. 20189327 11/23/2022

Item Description	Total Price
Mat service - ST73	$81.26

Check 152714 Date Paid: 12/02/2022 Indelco Amount: $1,446.26

Inv. INV361937 11/09/2022

Item Description	Total Price
Ball valves	$1,446.26

Check 152715 Date Paid: 12/02/2022 Instrumental Research Inc Amount: $890.00

Inv. 4518 11/04/2022

Item Description	Total Price
Water testing Oct 2022	$890.00

Check 152716 Date Paid: 12/02/2022 International Security Products Amount: $4,279.25

Inv. 135067 11/18/2022

Item Description	Total Price
Chain link fence, rail clamps & ties	$4,279.25

Check 152717 Date Paid: 12/02/2022 ISG / I & S Group Inc Amount: $1,500.00

Inv. 86927 10/31/2022

Item Description	Total Price
Park planning/design - Nature Canyon/Meadows Parks 10/31/22	$1,500.00

Check 152718 Date Paid: 12/02/2022 KGI Wireless Amount: $10,729.56

Inv. F111922 11/19/2022

Item Description	Total Price
Pomerleau Monopole Escrow Refund-MIN Pomerleau ANP-21001	$10,729.56

Check 152719 Date Paid: 12/02/2022 Kiesler Police Supply, Inc Amount: $619.35

Inv. IN202634 11/18/2022

Item Description	Total Price
Glock 9MM - D Yagow	$619.35

Check 152720 Date Paid: 12/02/2022 Killmer Electric Company Inc Amount: $1,143.46

Inv. W19270 11/11/2022

Item Description	Total Price
Repair light - Cty Rd 47 & Vicksburg Ln	$370.96

Inv. W19292 11/11/2022

Item Description	Total Price
Repair basketball light - Parkers Playfield	$274.00

Inv. W19324 11/11/2022

Item Description	Total Price
Locates - Nathan Ln & Schmidt Lk	$230.50

Inv. W19325 11/11/2022

Item Description	Total Price
Locates - 27th Ave N & Fernbrook Ln	$268.00

Check 152721 Date Paid: 12/02/2022 Kimley-Horn And Associates Inc Amount: $237,858.98

Inv. 1606620191022 10/31/2022

Item Description	Total Price
Four Seasons Mall Demo Design 10/31/22	$1,544.27

Inv. 22981347 10/31/2022

Item Description	Total Price
Chankhada Trail (CR 47) Reconstruction - Phase 2 10/31/22	$123,066.96

Inv. 23023804 10/31/2022

Item Description	Total Price
2021 Bridge Maintenance Support 10/31/22	$8,626.89

Inv. 23023805 10/31/2022

Item Description	Total Price
2022 Bridge Inspection Services 10/31/22	$9,068.82

Inv. 23023806 10/31/2022

Item Description	Total Price
Park Bridge Inspections	$6,296.92

Inv. 23140838 10/31/2022

Item Description	Total Price
CR 47 Recon - Phase 1 Final & Construction Services 10/31/22	$89,255.12

Check 152722 Date Paid: 12/02/2022 Kleen-Tech Services, LLC Amount: $6,358.00

Inv. INVG000678 10/31/2022

Item Description	Total Price
Janitorial Services - CH 2022	$2,800.00
Janitorial Services - ZWP 2022	$114.00
Janitorial Services - CWP 2022	$114.00
Janitorial Services - FS1 2022	$322.00
Janitorial Services - Transit 2022	$276.00
Janitorial Services - PS 2022	$1,877.00
Janitorial Services - PW 2022	$855.00

Check 152723 Date Paid: 12/02/2022 Kodiak Power Systems, Inc / Michael Prouix Amount: $399.00

Inv. KPS1128 10/19/2022

Item Description	Total Price
Replace water heater - CH	$399.00

Check 152724 Date Paid: 12/02/2022 Krisie Melsen/Performance Ready LLC Amount: $720.00

Inv. F112122 11/21/2022

Item Description	Total Price
Adult Cardio Swim Oct 2022	$720.00

Check 152725 Date Paid: 12/02/2022 Lano Equipment Inc Amount: $8,150.86

Inv. 01957461 11/22/2022

Item Description	Total Price
P&F Loader Rental #4	$6,800.00

Inv. 03957513 11/22/2022

Item Description	Total Price
Valve, solenoid - Unit #5035	$159.98

Inv. 03957817 11/23/2022

Item Description	Total Price
Wiper blades - Unit #5035	$156.28

Inv. 03958099 11/28/2022

Item Description	Total Price
Adj brakes, 8 bolt drums, seals - #6092	$1,034.60

Check 152726 Date Paid: 12/02/2022 Larson Companies/Peterbilt Amount: $468.44

Inv. 2504371927 11/23/2022

Item Description	Total Price
Brake pad kit - #51 (E21)	$373.63

Inv. 2504374567 11/18/2022

Item Description	Total Price
Seal O-ring - #41 (L-21)	$10.40

Inv. 2504374989 11/21/2022

Item Description	Total Price
Sensors - #41 Ladder 21	$84.41

Check 152727 Date Paid: 12/02/2022 League of Minnesota Cities Amount: $30.00

Inv. 369047 10/28/2022

Item Description	Total Price
APMP Conference - M Solano	$30.00

Check 152728 Date Paid: 12/02/2022 Leah Kuisrud / Driven Wild Goose Control Amount: $1,500.00

Inv. 4007 11/04/2022

Item Description	Total Price
Goose control visit	$1,500.00

Check 152729 Date Paid: 12/02/2022 Loretto Auto Body LLC Amount: $275.00

Inv. 1359 11/18/2022

Item Description	Total Price
Complete detail - 2017 Chev Colorado	$275.00

Check 152730 Date Paid: 12/02/2022 Lowe's Amount: $16.14

Inv. 02852 11/21/2022

Item Description	Total Price
Irrigation clock - Elm Creek	$16.14

Check 152731 Date Paid: 12/02/2022 LRS Portables, LLC/Jimmy's Johnnys Amount: $3,770.30

Inv. MP213881 11/17/2022

Item Description	Total Price
Portable toilet rental 10/21-11/17/22	$3,770.30

Check 152732 Date Paid: 12/02/2022 Lunseth Lawn Care Professionals LLC Amount: $1,147.32

Inv. 112622 11/01/2022

Item Description	Total Price
Snow plowing Nov 2022	$1,147.32

Check 152733 Date Paid: 12/02/2022 M & K Tire Amount: $180.00

Inv. 15093 11/08/2022

Item Description	Total Price
Tires - Zamboni	$180.00

Check 152734 Date Paid: 12/02/2022 Macqueen Equipment/Emergency Amount: $4,347.08

Inv. P07076 10/03/2022

Item Description	Total Price
Gas monitor parts	$2,082.60

Inv. P07972 11/04/2022

Item Description	Total Price
Gas monitor parts	$295.00

Inv. P08027 11/17/2022

Item Description	Total Price
Gaskets - #41 (L21)	$57.38

Inv. P08134 11/09/2022

Item Description	Total Price
Cairns Invader Helmets	$638.86

Inv. P08310 11/14/2022

Item Description	Total Price
Pinnacle Class A Foam	$1,273.24

Check 152735 Date Paid: 12/02/2022 Managerplus LLC Amount: $6,306.30

Inv. 202017087 11/15/2022

Item Description	Total Price
Managers Plus Maintenance 1/15/23 - 1/14/24	$6,306.30

Check 152736 Date Paid: 12/02/2022 Marco Amount: $200.00

Inv. INV10554259 11/08/2022

Item Description	Total Price
Service call on phones for special voting times	$200.00

Check 152737 Date Paid: 12/02/2022 Metropolitan Area Mgmt. Assoc/Mama Amount: $90.00

Inv. F112822 11/28/2022

Item Description	Total Price
2023 Membership Dues - M Solano	$45.00

Inv. F112822-1 11/28/2022

Item Description	Total Price
2023 Membership Dues - D Callister	$45.00

Check 152738 Date Paid: 12/02/2022 Midway Ford Amount: $740.66

Inv. 734758 09/09/2022

Item Description	Total Price
Washer nozzle, filter - #377	$81.70

Inv. 745158 11/16/2022

Item Description	Total Price
Mirror - #5072 COP Auto 2022-20	$576.46

Inv. 746220 11/21/2022

Item Description	Total Price
Sensor, filters - stock	$178.53

Inv. CM734554 11/03/2022

Item Description	Total Price
Insulator - #1055 return	($96.03)

Check 152739 Date Paid: 12/02/2022 Minneapolis Saw Company Inc Amount: $896.94

Inv. 149950 11/23/2022

Item Description	Total Price
Helmet, scabbard, gloves, tech pant	$896.94

Check 152740 Date Paid: 12/02/2022 Minnesota Recreation & Park Assoc/Mrpa Amount: $69.00

Inv. 10601 11/29/2022

Item Description	Total Price
MRPA Leadership Workshop - S Rippe	$69.00

Check 152741 Date Paid: 12/02/2022 Minnesota Sword Play Amount: $1,610.00

Inv. 92 11/07/2022

Item Description	Total Price
Fall fencing class	$1,610.00

Check 152742 Date Paid: 12/02/2022 Minuteman Press Amount: $199.00

Inv. 33776 10/29/2022

Item Description	Total Price
Business cards - Scharenbroich	$20.00

Inv. 33846 11/14/2022

Item Description	Total Price
Business cards - Lauer, Wasko, Dunn	$60.00

Inv. 33847 11/14/2022

Item Description	Total Price
Business cards - Fram	$39.00

Inv. 33848 11/14/2022

Item Description	Total Price
Business cards - Niemeyer, Rich, Larson, Millavitz	$80.00

Check 152743 Date Paid: 12/02/2022 MN Dept of Agriculture Amount: $350.00

Inv. F120222 12/02/2022

Item Description	Total Price
2023 Nursery Stock Dealer Certificate renewal	$350.00

Check 152744 Date Paid: 12/02/2022 MN Dept of Labor And Industry Amount: $40.00

Inv. ABR0292528X 10/29/2022

Item Description	Total Price
Pressure vessel & boiler registration - ZWP	$40.00

Check 152745 Date Paid: 12/02/2022 MN Dept of Labor And Industry Amount: $40.00

Inv. ABR0292529X 10/29/2022

Item Description	Total Price
Pressure vessel & boiler registration - FS2	$40.00

Check 152746 Date Paid: 12/02/2022 MN Dept of Labor And Industry Amount: $50.00

Inv. ABR0292534X 10/29/2022

Item Description	Total Price
Pressure vessel & boiler registration - FS3	$50.00

Check 152747 Date Paid: 12/02/2022 MN Dept of Labor And Industry Amount: $50.00

Inv. ABR0292535X 10/29/2022

Item Description	Total Price
Pressure vessel registration - PW Garage	$50.00

Check 152748 Date Paid: 12/02/2022 Ms Govern/Harris Govern-Computer/Cityview Amount: $5,883.00

Inv. MUNMN0001172 11/23/2022

Item Description	Total Price
BlueBeam Maintenance Contract 12/6/22 - 12/5/23	$5,883.00

Check 152749 Date Paid: 12/02/2022 MTI Distributing Inc Amount: $635.97

Inv. 136873400 11/15/2022

Item Description	Total Price
RH window glass kit - Prop 2022-13	$513.74

Inv. 136988600 11/17/2022

Item Description	Total Price
Water pump asm - #5016	$389.48

Inv. 137000700 11/17/2022

Item Description	Total Price
Satellite control Module - NWG	$734.40

Inv. 137000800 11/17/2022

Item Description	Total Price
Credit for Satellite control Module - NWG	($734.40)

Inv. 137002100 11/18/2022

Item Description	Total Price
Pulley-fan - Unit #5016	$95.47

Inv. 137004800 11/18/2022

Item Description	Total Price
V-belt - Unit #5016	$26.76

Inv. 137004900 11/28/2022

Item Description	Total Price
Credit water pump asm - #5016	($389.48)

Check 152750 Date Paid: 12/02/2022 Municipal Emergency Svcs/MES Inc Amount: $177.70

Inv. IN1788207 11/10/2022

Item Description	Total Price
Fire maul tool wrap	$177.70

Check 152751 Date Paid: 12/02/2022 Napa Genuine Auto Parts Co Amount: $373.72

Inv. 2349814897 11/16/2022

Item Description	Total Price
Battery - #49 (E22)	$290.30

Inv. 2349814912 11/16/2022

Item Description	Total Price
Core credit - #49 (E22)	($36.00)

Inv. 2349815136 11/18/2022

Item Description	Total Price
Grease cart - #326	$50.10

Inv. 2349815172 11/18/2022

Item Description	Total Price
Air filter - Unit #5037	$19.43

Inv. 2349815805 11/23/2022

Item Description	Total Price
Battery - Unit #6092	$37.57

Inv. 2349816138 11/28/2022

Item Description	Total Price
Exact fit blade - Unit #202	$12.32

Check 152752 Date Paid: 12/02/2022 Neogov / Governmentjobs.Com Amount: $18,138.64

Inv. INV31008 12/03/2022

Item Description	Total Price
NeoGov Maintenance 1/3/23 - 1/2/24	$18,138.64

Check 152753 Date Paid: 12/02/2022 Northern Lights Display Amount: $527.00

Inv. 220451 11/10/2022

Item Description	Total Price
Christmas tree topper	$527.00

Check 152754 Date Paid: 12/02/2022 Nuss Truck And Equipment Amount: $261.64

Inv. 9005517P 11/17/2022

Item Description	Total Price
Sensor - #296	$261.64

Check 152755 Date Paid: 12/02/2022 Daniel O'Shea Amount: $50.00

Inv. F112822 11/28/2022

Item Description	Total Price
Water Efficiency Rebate Program - Rebate Funds	$50.00

Check 152756 Date Paid: 12/02/2022 Office Depot Amount: $520.91

Inv. 271374140001 11/10/2022

Item Description	Total Price
Duster, perf pad, note pad, pens, steno pads	$60.82

Inv. 271391194002 11/11/2022

Item Description	Total Price
Label tape	$22.39

Inv. 275224692001 11/08/2022

Item Description	Total Price
Pens	$21.20

Inv. 275518591001 11/18/2022

Item Description	Total Price
Labels, markers, batteries	$98.35

Inv. 275519704001 11/18/2022

Item Description	Total Price
Batteries	$24.89

Inv. 276486520001 11/08/2022

Item Description	Total Price
Office stool	$239.99

Inv. 277999371001 11/21/2022

Item Description	Total Price
Labels, envelopes, paper clips, binders	$42.85

Inv. 278000946001 11/21/2022

Item Description	Total Price
Folders	$10.42

Check 152757 Date Paid: 12/02/2022 Office Greens, LLC Amount: $1,110.00

Inv. 6921 12/31/2021

Item Description	Total Price
Interior Plant Leasing - CH 12/31/21	$185.00

Inv. 6976 01/31/2022

Item Description	Total Price
Interior Plant Leasing Jan 2022 - CH	$185.00

Inv. 7078 03/31/2022

Item Description	Total Price
Interior Plant Leasing Mar 2022 - CH	$185.00

Inv. 7246 06/30/2022

Item Description	Total Price
Interior Plant Leasing Jun 2022 - CH	$185.00

Inv. 7297 07/31/2022

Item Description	Total Price
Interior Plant Leasing Jul 2022 - CH	$185.00

Inv. 7353 08/31/2022

Item Description	Total Price
Interior Plant Leasing Aug 2022 - CH	$185.00

Check 152758 Date Paid: 12/02/2022 Oil-Air Products LLC Amount: $82.76

Inv. 721873002 11/17/2022

Item Description	Total Price
Hydraulic hose fitting - #2019	$43.68

Inv. 721945001 11/17/2022

Item Description	Total Price
Hydraulic hose fitting - stock	$39.08

Check 152759 Date Paid: 12/02/2022 Ostvig Tree, Inc. Amount: $7,133.00

Inv. 3173 11/28/2022

Item Description	Total Price
Tree removal - 10715 Old Cty Rd 15	$1,443.00

Inv. 3500 11/28/2022

Item Description	Total Price
Tree removal - Trail access at 24th & Dunkirk Ln	$1,714.00

Inv. 4445 11/28/2022

Item Description	Total Price
Tree removal - 5 Saratoga Ln N	$1,542.00

Inv. 4446 11/28/2022

Item Description	Total Price
Tree removal - 10717 10th Ave N	$2,434.00

Check 152760 Date Paid: 12/02/2022 Otto Associates Amount: $2,400.00

Inv. 20742 11/21/2022

Item Description	Total Price
Staking services - 18025 12th Ave N	$800.00

Inv. 20743 11/21/2022

Item Description	Total Price
Staking services - 2300 Dunkirk Ln N	$1,600.00

Check 152761 Date Paid: 12/02/2022 Owens Companies Inc Amount: $11,367.30

Inv. 31590 10/18/2022

Item Description	Total Price
Replace UPS system on PCC dome	$360.80

Inv. 31627 10/20/2022

Item Description	Total Price

Replace motor PS RTU 6 $5,425.20

Inv. 31704 10/26/2022

Item Description	Total Price
Inspect/check operation of AC units at 13 well houses	$3,800.00

Inv. 31716 10/27/2022

Item Description	Total Price
Repair heater at CWP	$1,100.10

Inv. 31953 10/31/2022

Item Description	Total Price
Repair boiler 1, pumps 8 & 9 - ZWP	$681.20

Check 152762 Date Paid: 12/02/2022 Pajor Graphics, Inc./Asi Signage Innovations Amount: $2,085.40

Inv. MINN90420 11/11/2022

Item Description	Total Price
PCC Project - Signage	$697.15

Inv. MINN90453 11/23/2022

Item Description	Total Price
PCC Project - Signage	$1,388.25

Check 152763 Date Paid: 12/02/2022 Plaisted Companies Inc Amount: $6,861.04

Inv. 57402 11/15/2022

Item Description	Total Price
Plymouth Playfield Topdressing	$6,861.04

Check 152764 Date Paid: 12/02/2022 Plymouth Automotive Inc. Amount: $190.00

Inv. 2240594 11/17/2022

Item Description	Total Price
Tow/Impound for PD 22-40594	$95.00

Inv. 2240594-1 11/17/2022

Item Description	Total Price
Tow/Impound for PD 22-40594	$95.00

Check 152765 Date Paid: 12/02/2022 R & R Island View LLC Amount: $74,193.00

Inv. F111622 11/16/2022

Item Description	Total Price
Meadow Ridge Ponds Development Refund	$74,193.00

Check 152766 Date Paid: 12/02/2022 R&R Specialties of Wisconsin Inc Amount: $1,599.85

Inv. 0077317IN 11/18/2022

Item Description	Total Price
Service call for BBI battery cell - PIC	$1,599.85

Check 152767 Date Paid: 12/02/2022 Raythecomputerguy.Com / Reza Nejad Amount: $660.00

Inv. 437 11/13/2022

Item Description	Total Price
Smart Phone workshop 8/4 - 11/3/22	$660.00

Check 152768 Date Paid: 12/02/2022 Ready Watt Electric Amount: $330.00

Inv. 2215219 11/18/2022

Item Description	Total Price
Service on siren signals	$330.00

Check 152769 Date Paid: 12/02/2022 Reliable Garage Door Inc. Amount: $2,826.00

Inv. #INV236807 07/22/2022

Item Description	Total Price
G Bailey-4536 Quantico Ln-CDBG Rehab	$2,826.00

Check 152770 Date Paid: 12/02/2022 Republic Services #894 Amount: $101.97

Inv. 0894005889421 08/31/2022

Item Description	Total Price
On call services acct #308940045571	$16.09

Inv. 0894005989879 11/15/2022

Item Description	Total Price
Waste removal - 14227 41st Ave N	$85.88

Check 152771 Date Paid: 12/02/2022 Richards Tennis Amount: $5,672.10

Inv. 175 11/14/2022

Item Description	Total Price
Fall 2022 Tennis Lessons	$5,672.10

Check 152772 Date Paid: 12/02/2022 RJM Construction LLC Amount: $236,460.13

Inv. 9520006126 10/31/2022

Item Description	Total Price
PCC Renovation and Construction Project 10/31/22	$236,460.13

Check 152773 Date Paid: 12/02/2022 Room To Breathe LLC Amount: $650.00

Inv. F112222 11/22/2022

Item Description	Total Price
Yoga classes	$650.00

Check 152774 Date Paid: 12/02/2022 Roto-Rooter Amount: $620.80

Inv. 4824464003 11/11/2022

Item Description	Total Price
Clean sewer pipe - 4120 Berkshire Ln N	$620.80

Check 152775 Date Paid: 12/02/2022 Rscs / Radiation Safety And Control Services Amount: $550.17

Inv. 22111053 11/10/2022

Item Description	Total Price
Calibrations	$550.17

Check 152776 Date Paid: 12/02/2022 Saltco Msp LLC Amount: $232.64

Inv. 97036 10/28/2022

Item Description	Total Price
Solar salt - PIC	$111.70

Inv. 97477 11/04/2022

Item Description	Total Price
Solar salt - PIC	$120.94

Check 152777 Date Paid: 12/02/2022 ScentAir Technologies, LLC Amount: $96.00

Inv. 11102089134 11/22/2022

Item Description	Total Price
ScentAir Splash ECO - PIC	$96.00

Check 152778 Date Paid: 12/02/2022 Schindler Elevator Corp Amount: $909.26

Inv. 8106111837 12/01/2022

Item Description	Total Price
Elevator maintenance 12/1/22 - 2/28/23 - ST73	$909.26

Check 152779 Date Paid: 12/02/2022 Science Explorers/Discovery Explorers LLC Amount: $328.50

Inv. 4906 11/28/2022

Item Description	Total Price
Silly Slime Class 11/15, Parent/Child Preschool Class 11/9	$328.50

Check 152780 Date Paid: 12/02/2022 Shred N Go Inc Amount: $154.08

Inv. 142685 11/04/2022

Item Description	Total Price
Shredding 11/2/22	$154.08

Check 152781 Date Paid: 12/02/2022 Shwaders Lawn Care And Landscape Amount: $347.87

Inv. 44688 11/01/2022

Item Description	Total Price
Snow plowing Nov 2022	$347.87

Check 152782 Date Paid: 12/02/2022 Speedpro Imaging Amount: $193.75

Inv. INV9601 11/15/2022

Item Description	Total Price
White vinyl lettering	$193.75

Check 152783 Date Paid: 12/02/2022 Stantec Consulting Services Inc Amount: $1,491.75

Inv. 2000588 11/07/2022

Item Description	Total Price
Palmer Creek Estates Stream Stabilization Project 11/4/22	$1,491.75

Check 152784 Date Paid: 12/02/2022 Streicher's Inc Amount: $7,364.67

Inv. I1600280 11/14/2022

Item Description	Total Price
Practice Range 9mm Ammo	$7,220.70

Inv. I1602133 11/23/2022

Item Description	Total Price
Taser Holsters - Reserves	$143.97

Check 152785 Date Paid: 12/02/2022 Taho Sportswear Inc Amount: $360.60

Inv. 22TS5066 11/21/2022

Item Description	Total Price
Adult soccer league tee shirts	$154.80

Inv. 22TS5108 11/23/2022

Item Description	Total Price
Basketball coach T-shirts	$205.80

Check 152786 Date Paid: 12/02/2022 Terminal Supply Company Amount: $920.03

Inv. 8884000 11/16/2022

Item Description	Total Price
Double wire snapper pin	$63.09

Inv. 9032400 11/22/2022

Item Description	Total Price
Hex nuts & cap screws	$856.94

Check 152787 Date Paid: 12/02/2022 Timesaver Off Site Secretarial Amount: $263.50

Inv. M27770 11/13/2022

Item Description	Total Price
Planning Commission Minutes - 11/2/22	$263.50

Check 152788 Date Paid: 12/02/2022 Toll Company Amount: $191.52

Inv. 10489016 11/25/2022

Item Description	Total Price
Propane fuel gas	$191.52

Check 152789 Date Paid: 12/02/2022 Town & Country Fence / International Security Amount: $6,525.00

Inv. 135112 11/22/2022

Item Description	Total Price
Bullpen fencing renovations	$6,525.00

Check 152790 Date Paid: 12/02/2022 Twin Cities Dots And Pop LLC Amount: $653.60

Inv. I221126790 11/26/2022

Item Description	Total Price
Concession supplies - PIC	$653.60

Check 152791 Date Paid: 12/02/2022 Ultimate Drain Service Inc Amount: $145.00

Inv. 74248 10/24/2022

Item Description	Total Price
Cabled kitchen disposal line - PCC	$145.00

Check 152792 Date Paid: 12/02/2022 Unifirst Corporation Amount: $571.13

Inv. 0900730280 11/09/2022

Item Description	Total Price
Uniform rental/laundry/rugs	$292.69

Inv. 0900731629 11/16/2022

Item Description	Total Price
Uniform rental/laundry/rugs	$278.44

Check 152793 Date Paid: 12/02/2022 USA Bluebook Amount: $917.30

Inv. 164208 11/02/2022

Item Description	Total Price
WaterProBT filter/membrane kit	$917.30

Check 152794 Date Paid: 12/02/2022 VehicleCounts.com Amount: $828.00

Inv. 22111601 11/16/2022

Item Description	Total Price
PicoCount 2500 - Auto traffic counter	$828.00

Check 152795 Date Paid: 12/02/2022 Viking Safety Amount: $1,308.10

Inv. 3253794 11/09/2022

Item Description	Total Price
Gloves	$740.50

Inv. 3254143 11/15/2022

Item Description	Total Price
Gloves	$567.60

Check 152796 Date Paid: 12/02/2022 Warning Lites of Minnesota Inc Amount: $415.00

Inv. 242738 11/10/2022

Item Description	Total Price
Traffic signs - 27th Ave & Fernbrook Ln	$415.00

Check 152797 Date Paid: 12/02/2022 The Watson Company Amount: $3,087.44

Inv. 129857 11/17/2022

Item Description	Total Price
Concession supplies - PIC	$1,104.71

Inv. 129882 11/17/2022

Item Description	Total Price
Concession supplies - PIC credit	($115.21)

Inv. 130011 11/24/2022

Item Description	Total Price
Concession supplies - PIC	$2,097.94

Check 152798 Date Paid: 12/02/2022 Weld And Sons Plumbing Inc Amount: $4,482.00

Inv. i3793 11/07/2022

Item Description	Total Price
Install hydrant for flooding rinks - Plymouth Creek Park	$4,482.00

Check 152799 Date Paid: 12/02/2022 Xcel Energy Amount: $80,978.52

Inv. 803653021 11/08/2022

Item Description	Total Price
Lift Stations Acct 5152031200	$7,293.40

Inv. 803842076 11/09/2022

Item Description	Total Price
Wells & WTP's Acct 5146520754	$69,161.40

Inv. 804020297 11/10/2022

Item Description	Total Price
City Parks Playfields Acct 5145094664	$2,608.29

Inv. 804041151 11/10/2022

Item Description	Total Price
Bus Shelters Acct 5159372579	$1,802.19

Inv. 804230315 11/11/2022

Item Description	Total Price
Civil Defense Sirens Acct 5155270998	$113.24

Check 152800 Date Paid: 12/02/2022 Jamel Anderson Amount: $129.25

Inv. F112922 11/29/2022

Item Description	Total Price
NFA Academy expenses 10/29/22	$129.25

Check 152801 Date Paid: 12/02/2022 Dave Callister Amount: $54.44

Inv. F113022 11/30/2022

Item Description	Total Price
Mileage reimbursement - Nov 2022	$37.25

Inv. F113022-1 11/30/2022

Item Description	Total Price
Expense reimbursement - Meeting w/Mayor	$17.19

Check 152802 Date Paid: 12/02/2022 Law Enforce Labor Services Inc / LELS Amount: $2,405.00

Inv. 2022-00000277 11/18/2022

Item Description	Total Price
11/18/2022 Deduction Police Union Dues	$1,885.00
11/18/2022 Deduction SGT Union Dues	$422.50
11/18/2022 Deduction Captain Union Dues	$97.50

Total Payments: 179 **Total Amount Paid:** $3,559,659.77

Check Payment Register - UB Refunds

11/19/2022 to 12/02/2022

Check 152606	**Date Paid: 12/02/2022**	**hunder Family Lllp**		**Amount:**	**$859.33**
Refund	12/02/2022	Overpayment - final account refund			
Check 152607	**Date Paid: 12/02/2022**	**William Anderson**		**Amount:**	**$63.44**
Refund	12/02/2022	Overpayment - final account refund			
Check 152608	**Date Paid: 12/02/2022**	**Edgar Asbury**		**Amount:**	**$48.19**
Refund	12/02/2022	Overpayment - final account refund			
Check 152609	**Date Paid: 12/02/2022**	**Shellie Bechtold**		**Amount:**	**$65.10**
Refund	12/02/2022	Overpayment - final account refund			
Check 152610	**Date Paid: 12/02/2022**	**Daniel Bot**		**Amount:**	**$26.55**
Refund	12/02/2022	Overpayment - final account refund			
Check 152611	**Date Paid: 12/02/2022**	**Craig Gillepsie**		**Amount:**	**$107.47**
Refund	12/02/2022	Overpayment - final account refund			
Check 152612	**Date Paid: 12/02/2022**	**Eric Gustavson**		**Amount:**	**$152.90**
Refund	12/02/2022	Overpayment - final account refund			
Check 152613	**Date Paid: 12/02/2022**	**Eugene Haak**		**Amount:**	**$24.26**
Refund	12/02/2022	Overpayment - final account refund			
Check 152614	**Date Paid: 12/02/2022**	**Daniel Jasper**		**Amount:**	**$35.66**
Refund	12/02/2022	Overpayment - final account refund			
Check 152615	**Date Paid: 12/02/2022**	**Shirley Kehrberg**		**Amount:**	**$11.68**
Refund	12/02/2022	Overpayment - final account refund			
Check 152616	**Date Paid: 12/02/2022**	**Pierce Kim**		**Amount:**	**$103.35**
Refund	12/02/2022	Overpayment - final account refund			
Check 152617	**Date Paid: 12/02/2022**	**Amanda Kruzel**		**Amount:**	**$35.19**
Refund	12/02/2022	Overpayment - final account refund			
Check 152618	**Date Paid: 12/02/2022**	**Pavan Kumar Kuram**		**Amount:**	**$42.81**
Refund	12/02/2022	Overpayment - final account refund			
Check 152619	**Date Paid: 12/02/2022**	**Tiffany Mackenzie**		**Amount:**	**$231.70**
Refund	12/02/2022	Overpayment - final account refund			
Check 152620	**Date Paid: 12/02/2022**	**MFH LLC**		**Amount:**	**$135.74**
Refund	12/02/2022	Overpayment - final account refund			
Check 152621	**Date Paid: 12/02/2022**	**Boyd Miller**		**Amount:**	**$31.42**
Refund	12/02/2022	Overpayment - final account refund			
Check 152622	**Date Paid: 12/02/2022**	**Mayank Patel**		**Amount:**	**$348.17**
Refund	12/02/2022	Overpayment - final account refund			
Check 152623	**Date Paid: 12/02/2022**	**Mary Powell**		**Amount:**	**$122.51**
Refund	12/02/2022	Overpayment - final account refund			
Check 152624	**Date Paid: 12/02/2022**	**Reframe LLC**		**Amount:**	**$122.90**
Refund	12/02/2022	Overpayment - final account refund			
Check 152625	**Date Paid: 12/02/2022**	**John Wilson**		**Amount:**	**$133.04**
Refund	12/02/2022	Overpayment - final account refund			
Check 152626	**Date Paid: 12/02/2022**	**Barbara Witte**		**Amount:**	**$34.42**
Refund	12/02/2022	Overpayment - final account refund			
Check 152627	**Date Paid: 12/02/2022**	**Donald Zakeer**		**Amount:**	**$87.93**
Refund	12/02/2022	Overpayment - final account refund			

Total Refunds: 22 **Total Amount Paid:** $2,823.76

Bank Account Description/Account Number
S8 104791546468

Number	Date	Method	Status	Name Of Payee	Total
0051359	12/1/22	Direct Dep.	Paid	3 J Homes LLC	$1,090.00
0051360	12/1/22	Direct Dep.	Paid	Salah Alaysawi	$1,264.00
0051361	12/1/22	Direct Dep.	Paid	Melair Associates/At The Lake Apartments	$14,662.00
0051362	12/1/22	Direct Dep.	Paid	Terrance Avery	$1,173.00
0051363	12/1/22	Direct Dep.	Paid	Vladimir Begun	$918.00
0051364	12/1/22	Direct Dep.	Paid	Bigos-Oakwood LLC	$1,149.00
0051365	12/1/22	Direct Dep.	Paid	Cranberry Ridge Housing Limited Partners	$19,673.00
0051366	12/1/22	Direct Dep.	Paid	Currents	$7,559.00
0051367	12/1/22	Direct Dep.	Paid	Boris Davydov	$918.00
0051368	12/1/22	Direct Dep.	Paid	Fernbrook Townhomes	$240.00
0051369	12/1/22	Direct Dep.	Paid	Four Seasons Estates	$8,348.00
0051370	12/1/22	Direct Dep.	Paid	Matvey Gezunterman	$933.00
0051371	12/1/22	Direct Dep.	Paid	Glencrest Plymouth LLC	$33,849.00
0051372	12/1/22	Direct Dep.	Paid	Goz-Ike LLC	$769.00
0051373	12/1/22	Direct Dep.	Paid	Kathryn Hammerseng	$1,197.00
0051374	12/1/22	Direct Dep.	Paid	Andrew Heal	$1,094.00
0051375	12/1/22	Direct Dep.	Paid	Elena & Boris Iliarski	$950.00
0051376	12/1/22	Direct Dep.	Paid	Aniefiok Inyang	$1,146.00
0051377	12/1/22	Direct Dep.	Paid	Gennadiy Kharam	$593.00
0051378	12/1/22	Direct Dep.	Paid	Lancaster Village Partnership	$17,755.00
0051379	12/1/22	Direct Dep.	Paid	Joan M. Michaud	$780.00
0051380	12/1/22	Direct Dep.	Paid	MN Luxury Homes LLC	$550.00
0051381	12/1/22	Direct Dep.	Paid	Monument Talus LLC	$1,904.00
0051382	12/1/22	Direct Dep.	Paid	Stephen Nguyen	$1,566.00
0051383	12/1/22	Direct Dep.	Paid	Parkside Apartments	$1,682.00
0051384	12/1/22	Direct Dep.	Paid	Peace Properties LLC	$3,570.00
0051385	12/1/22	Direct Dep.	Paid	Phonsavanh Phithaksounthone	$1,415.00
0051386	12/1/22	Direct Dep.	Paid	Plymouth Colony Apartments	$11,955.00
0051387	12/1/22	Direct Dep.	Paid	Plymouth Element LLC	$14,957.00
0051388	12/1/22	Direct Dep.	Paid	Plymouth HRA	$1,005.00
0051389	12/1/22	Direct Dep.	Paid	Plymouth Ponds Ltd Partnership	$10,894.00
0051390	12/1/22	Direct Dep.	Paid	Plymouth Towne Square	$1,013.00
0051391	12/1/22	Direct Dep.	Paid	Plymouth West View Estates LLC	$25,871.00
0051392	12/1/22	Direct Dep.	Paid	Shenandoah Woods Apartments	$18,213.00
0051393	12/1/22	Direct Dep.	Paid	Gopal B Shenoy	$1,454.00
0051394	12/1/22	Direct Dep.	Paid	Alexander Shurslep	$1,438.00
0051395	12/1/22	Direct Dep.	Paid	John Stacy	$1,763.00
0051396	12/1/22	Direct Dep.	Paid	Plymouth Leased Housing Assoc	$7,748.00
0051397	12/1/22	Direct Dep.	Paid	Summer Creek	$873.00
0051398	12/1/22	Direct Dep.	Paid	The Axis	$9,218.00
0051399	12/1/22	Direct Dep.	Paid	Bryan VantHof	$1,108.00
0051400	12/1/22	Direct Dep.	Paid	Vicksburg Crossing	$2,299.00
0051401	12/1/22	Direct Dep.	Paid	Vicksburg Commons	$9,313.00
0051402	12/1/22	Direct Dep.	Paid	Wellington Apartments	$1,848.00
0051403	12/1/22	Direct Dep.	Paid	Bigos Willow Creek	$7,206.00
0051404	12/1/22	Direct Dep.	Paid	Dakota County Community Development Agen	$476.66
0051405	12/1/22	Direct Dep.	Paid	Metropolitan Council - HRA	$8,902.92
0051406	12/1/22	Direct Dep.	Paid	Minneapolis Public Housing Authority	$11,666.26
0051407	12/1/22	Direct Dep.	Paid	Pulaski County Housing	$482.29
0051408	12/1/22	Direct Dep.	Paid	Richfield HRA	$468.66
0051409	12/1/22	Direct Dep.	Paid	Saint Paul Public Housing Agency	$3,816.64
0051410	12/1/22	Direct Dep.	Paid	Southeast MN Multi County HRA	$738.71
0051411	12/1/22	Direct Dep.	Paid	Utility Reimbursement	$23.00

Utility Reimbursement

0051412	12/1/22 Direct Dep.	Paid		$29.00
0051413	12/1/22 Direct Dep.	Paid		$39.00
0051414	12/1/22 Direct Dep.	Paid		$27.00
0051415	12/1/22 Direct Dep.	Paid		$95.00
0051416	12/1/22 Direct Dep.	Paid		$27.00
0051417	12/1/22 Direct Dep.	Paid		$57.00

Total For Bank Account S8 $281,772.14

	# Of Transactions	Totals
Computer Checks	0	$0.00
Manual Checks	0	$0.00
Direct Deposits	389	$281,772.14
Debit Cards	0	$0.00

Total For Bank: $281,772.14

Total - All Bank Accounts Printed: $281,772.14

Invoice Expense Distribution for Period Ended 12/2/22 Council Meeting 12/13/22

FUND	100	General Fund	289,395.11
	200	Recreation Fund	17,654.68
	210	Parker's Lake Cemetery Maint	0.00
	220	Transit System Fund	332,698.15
	234	Economic Development Fund	0.00
	240	Lawful Gambling	0.00
	250	Comm Dev Block Grant Fund	5,891.29
	254	HRA Section 8 Fund	0.00
	254	HAP Check Summary	281,772.14
	258	HRA General Fund	162.38
	308	2005A TIF #1-1	0.00
	310	2009A TIF #7-5A Refund 1998A	0.00
	312	2010A GO Open Space	0.00
	314	2012A GO Refunding 2004A	0.00
	315	2015A GO Open Space	0.00
	316	Plymouth Creek Center Bonds	0.00
	400	General Capital Projects Fund	885,428.20
	401	Minnesota State Aid Fund	0.00
	404	Community Improvement	0.00
	405	Park Replacement Fund	139.91
	406	Street Reconstruction Fund	0.00
	407	Project Administration Fund	0.00
	408	Park Construction	0.00
	409	Capital Improvement Fund	0.00
	412	Water Sewer Replace	0.00
	413	Improvement Project Construction	1,098,411.64
	417	Project Warranty Repairs	0.00
	418	Utility Trunk System Expansion	0.00
	420	Water Sewer Construction	0.00
	421	ENT-Water Resources Constrctn	0.00
	422	TIF 7-4 PTP Construction	0.00
	423	TIF 7-5 Rottlund (Const)	0.00
	424	TIF 7-6 Berkshire	0.00
	425	TIF Housing Assistance Program	0.00
	426	TIF 7-7 Stonecreek	0.00
	427	TIF 1-1 Shops at Plymth Crk	0.00
	428	TIF 1-2 Vicksburg Commons	0.00
	429	TIF HRA 1-3 Crossroads Station	0.00
	432	TIF 7-8 Quest	0.00
	433	TIF 7-9 Four Seasons	1,725.00
	434	TIF 7-10 Sands	0.00
	435	Plymouth Creek Center Expansion	249,356.44
	436	Doran Bassett Creek	0.00
	437	CON - Fire Stations	8,505.00
	500	Water Fund	398,863.51
	510	Water Resources Fund	19,165.95
	520	Sewer Fund	21,737.48
	530	Solid Waste Management Fund	1,198.59
	540	Ice Center Fund	50,400.69
	550	Field House Fund	3,747.54
	600	Central Equipment Fund	31,410.71
	610	Public Facilities Fund	34,285.23
	620	Information Technology Fund	73,395.64
	630	Risk Management Fund	1,090.20
	640	Employee Benefits Fund	37,773.69
	660	Resource Planning	46.50
	700	Parkers's Lake Cemetery	0.00
	800	Investment Trust Fund	0.00
	850	Plymouth Town Square	0.00
	851	Vicksburg Crossing	0.00
Total Invoice Expense Distribution:			**3,844,255.67**

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION APPROVING DISBURSEMENTS ENDING DECEMBER 2, 2022

WHEREAS, a list of disbursements for the period ending December 2, 2022 was presented to the City Council for approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the payment of the list of disbursements of the following funds is approved.

US Bank – Check Register	
General & Special Revenue	$ 645,639.23
Construction & Debt Service	$ 2,243,566.19
Enterprise & Internal Service	$ 673,115.73
Housing Redevelopment	$ 162.38
Check Register Total	$ 3,562,483.53
US Bank – Housing Assistance Payments	
Housing & Redevelopment Authority	$ 281,772.14
	$ 281,772.14
GRAND TOTAL FOR ALL FUNDS	$ 3,844,255.67

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.3**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jacob Zea, Graduate Engineer

Reviewed by: Michael Thompson, Public Works Director

Item: **Approve encroachment agreement for retaining wall within drainage and utility easements at 17815 57th Avenue North**

1. Action Requested:

Adopt attached resolution approving encroachment agreement for retaining wall within drainage and utility easements at 17815 57th Avenue North.

2. Background:

Property owners, Timothy and Sarah Barnett, have requested the City approve an encroachment agreement for a retaining wall within drainage and utility easements on the subject property. A retaining wall is currently constructed within drainage and utility easements as shown on the attached site map and exhibit. Per the attached encroachment agreement, it will be the responsibility of the property owners to remove the retaining wall within the easement at their expense if required by the City in the future.

3. Budget Impact:

N/A

4. Attachments:

Location Map
Encroachment Agreement
Resolution

November 2022

City of Plymouth

17815 57th Avenue North Encroachment Agreement Location Map

N
W E
S

0 120 Feet

THIS REPRESENTS A COMPILATION OF INFORMATION AND DATA FROM CITY, COUNTY, STATE AND OTHER SOURCES THAT HAS NOT BEEN FIELD VERIFIED. INFORMATION SHOULD BE FIELD VERIFIED AND COMPARED WITH ORIGINAL SOURCE DOCUMENTS.

ENCROACHMENT AGREEMENT

AGREEMENT made this 13th day of December, 2022, by and between the **CITY OF PLYMOUTH,** a Minnesota municipal corporation ("City"), and **TIMOTHY J BARNETT & SARAH E BARNETT,** ("Owners").

1. **BACKGROUND.** Owners are the fee owners of certain real property located in the City of Plymouth, County of Hennepin, State of Minnesota, legally described as follows:

> **Parcel ID No. 06-118-22-41-0012**
> Lot 2, Block 1, Enclave on the Greenway Third Addition, according to the recorded plat thereof, Hennepin County, Minnesota
> *(Abstract Property)*

having a street address of 17815 57th Avenue North, Plymouth, Minnesota 55446 ("Subject Property"). The City owns easements for drainage and utility purposes over portions of the Subject Property. Owners have constructed a retaining wall on the Subject Property which encroaches on the City's easement areas as depicted on the attached survey sketch.

2. **ENCROACHMENT AUTHORIZATION.** The City hereby approves the encroachment in its easement areas on the Subject Property for the construction of a retaining wall subject to the conditions set forth in this Agreement. The City shall have no responsibility to maintain or repair the retaining wall located within the City's easements. The retaining wall located on the Subject Property must not impact or increase water drainage on the abutting properties or cause any adverse drainage patterns or erosion to the abutting properties. Owner agrees that the retaining wall was constructed/built consistent with all applicable federal, state and local laws and regulations. The Owners are fully responsible and liable for any and all damage caused to the retaining wall because of it being constructed in the City's easement area. The Owners of the Subject Property will own and maintain the retaining wall.

3. **HOLD HARMLESS AND INDEMNITY.** In consideration of being allowed to encroach in the City's easement areas, Owners, for themselves, their heirs and assigns, hereby agree to indemnify and hold the City harmless from any damage caused to the Subject Property, including the retaining wall in the City's easement areas, caused in whole or in part by the encroachment into the City's easement areas.

4. **TERMINATION OF AGREEMENT.** The City may, at its sole discretion, terminate this Agreement at any time by giving the then owner of the Subject Property thirty (30) days advance written notice, except that no notice period will be required in the case of an emergency condition as determined solely by the City and the Agreement may then be terminated immediately. The property owner shall remove the retaining wall to the extent it impacts the easement areas to the effective date of the termination of this Agreement. If the owner fails to do so, the City may remove the retaining wall to the extent it impacts the easement areas and charge the cost of removal back to the owner for reimbursement.

5. **RECORDING.** This Agreement shall run with the land and shall be recorded against the title to the Subject Property.

[Remainder of Page Intentionally Left Blank]

CITY OF PLYMOUTH

(SEAL)

BY: _____
Jeffry Wosje, Mayor

AND _____
Dave Callister, City Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by Jeffry Wosje and by Dave Callister, respectively the Mayor and City Manager of the City of Plymouth, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
NOTARY PUBLIC

PROPERTY OWNERS:

TIMOTHY J BARNETT

SARAH E BARNETT

STATE OF MINNESOTA)
)ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 21 day of November, 2022, by TIMOTHY J BARNETT and SARAH E BARNETT, as Owner(s).

NOTARY PUBLIC

LAURA E CHINANDER
Notary Public
Minnesota
My Commission Expires
Jan 31, 2027

DRAFTED BY:
City Engineer
City of Plymouth
3400 Plymouth Blvd.
Plymouth, MN 55447

SEE ATTACHED SURVEY SKETCH

GRADING AS-BUILT FOR:

PULTE HOMES

7500 Flying Cloud Drive, Suite 670
Eden Prairie, MN 55344
Office: (952) 229-0688

LEGAL DESCRIPTION:

LOT 2, BLOCK 1, ENCLAVE ON THE GREENWAY THIRD ADDITION, HENNEPIN COUNTY, MINNESOTA.

LOT AREA:

LOT AREA = 9,234 SQ. FT. OR 0.212 ACRES
IMPERVIOUS AREA = 2,318 SQ. FT (25.1%)
BUILDING FOOTPRINT AREA = 1,838 SQ. FT.

ADDRESS:

17815 57TH AVEUNE N.
PLYMOUTH, MINNESOTA

PROPOSED ELEVATIONS:

TOP OF FOUNDATION	= 951.2
GARAGE FLOOR	= 950.7
BASEMENT FLOOR	= 943.2
LOWEST POSSIBLE FLOOR	= 942.5
REAR	= 942.5

PULTE HOUSE PLAN:

"BALDWIN"
-8 FT. BASEMENT WALKOUT-
ELEV. "S"
PLAN DATE: N/A
PULTE JOB # 30201

BENCH MARK:

TNH LOCATED ON LOTS 5 & 6, BLOCK 1, ENCLAVE ON THE GREENWAY THIRD ADDITION HAS AN ELEVATION OF 953.92.

NOTES:

1. SURVEY PREPARED FROM ALLIANT ENGINEERING, INC. GRADING PLAN DATED AUGUST 31, 2017.
2. BEARINGS ARE ASSUMED PER PLAT

EXISTING ELEVATIONS:

TOP OF FOUNDATION	= 951.4
GARAGE FLOOR	= 950.9
BASEMENT FLOOR	= 943.4
FIRST FLOOR	= 952.65

LEGEND:

REQUIRED TREES ON RESIDENTIAL LOTS:

65 BOULEVARD TREE:
FRONT YARD TREES TO BE PROVIDED IN THIS AREA - NORTHWOOD RED MAPLE, LITTLE LEAF LINDEN, SWAMP WHITE OAK, HACKBERRY, RED OAK. REQUIRED TREES SHALL BE TWO AND ONE HALF (2.5") INCHES IN DIAMETER AS MEASURED FROM SIX (6) INCHES ABOVE GROUND.

65 FRONT YARD DECIDUOUS TREES:
FRONT YARD TREES (WHERE FEASIBLE) TO BE PROVIDED IN THIS AREA -AUTUMN BLAZE MAPLE, SKYLINE HONEYLOCUST, GREENSPIRE LINDEN, RIVER BIRCH. REQUIRED TREES SHALL BE TWO AND ONE HALF (2.5") INCHES IN DIAMETER AS MEASURED FROM SIX (6) INCHES ABOVE GROUND.

LEGEND:

934.0	EXISTING ELEVATION
934.0	PROPOSED ELEVATION
	DIRECTION OF DRAINAGE
●	IRON MONUMENT FOUND
CS	CURB STOP
EOF	EMERGENCY OVERFLOW
LFE	LOWEST POSSIBLE FLOOR
TC	TOP OF CURB
	WATER VALVE
	STORM MANHOLE
	SANITARY MANHOLE
	WETLAND MONUMENT
	TELEPHONE BOX
	ELECTRIC BOX
	HAND HOLE
(P)	PROPOSED ELEVATION
	PROPOSED CONTOURS
	EXISTING TREE
	PROPOSED TREE
	BUILDING PAD

0 10 20 40
SCALE IN FEET

Pulte Job # 30201	Date Staked 9/12/18	I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Land Surveyor under the laws of Minnesota statutes 326.02 to 326.15
Alliant Job # 212-0016-30201	Checked By DBO	Print Name DENNIS B. LAASTAD
Field Crew DA	Drawn By TL	Signature SEPTEMBER 14, 2018 16425 Date License Number

ENCLAVE ON THE GREENWAY
THIRD ADDITION
PLYMOUTH MINNESOTA
LOT 2, BLOCK 1

Alliant Engineering, Inc.
733 Marquette Ave, Ste 700
Minneapolis, MN 55402
612 758 3080 MAIN
612 758 3099 FAX
www.alliant-inc.com

CITY OF PLYMOUTH

RESOLUTION NO. 2022-___

RESOLUTION APPROVING ENCROACHMENT AGREEMENT FOR A RETAINING WALL ON PROPERTY LOCATED AT 17815 57TH AVENUE NORTH

WHEREAS, Timothy and Sarah Barnett, have requested the City approve an encroachment agreement allowing a retaining wall within drainage and utility easements at 17815 57th Avenue North; and

WHEREAS, the property is legally described as:

Lot 2, Block 1, Enclave of the Greenway Third Addition; and

WHEREAS, the encroachment agreement permits only the retaining wall within the easements and all related facilities must still meet all applicable City codes; and

WHEREAS, as stated in the encroachment agreement, if the City requests that the structure needs to be removed in the future, it will be at the property owners' expense.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the encroachment agreement allowing a retaining wall within drainage and utility easements located at 17815 57th Avenue North is approved.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.4**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jacob Zea, Graduate Engineer

Reviewed by: Michael Thompson, Public Works Director

Item: **Approve encroachment agreement for retaining wall within drainage and utility easements at 850 Brockton Lane North**

1. Action Requested:

Adopt attached resolution approving encroachment agreement for retaining wall within drainage and utility easements at 850 Brockton Lane North.

2. Background:

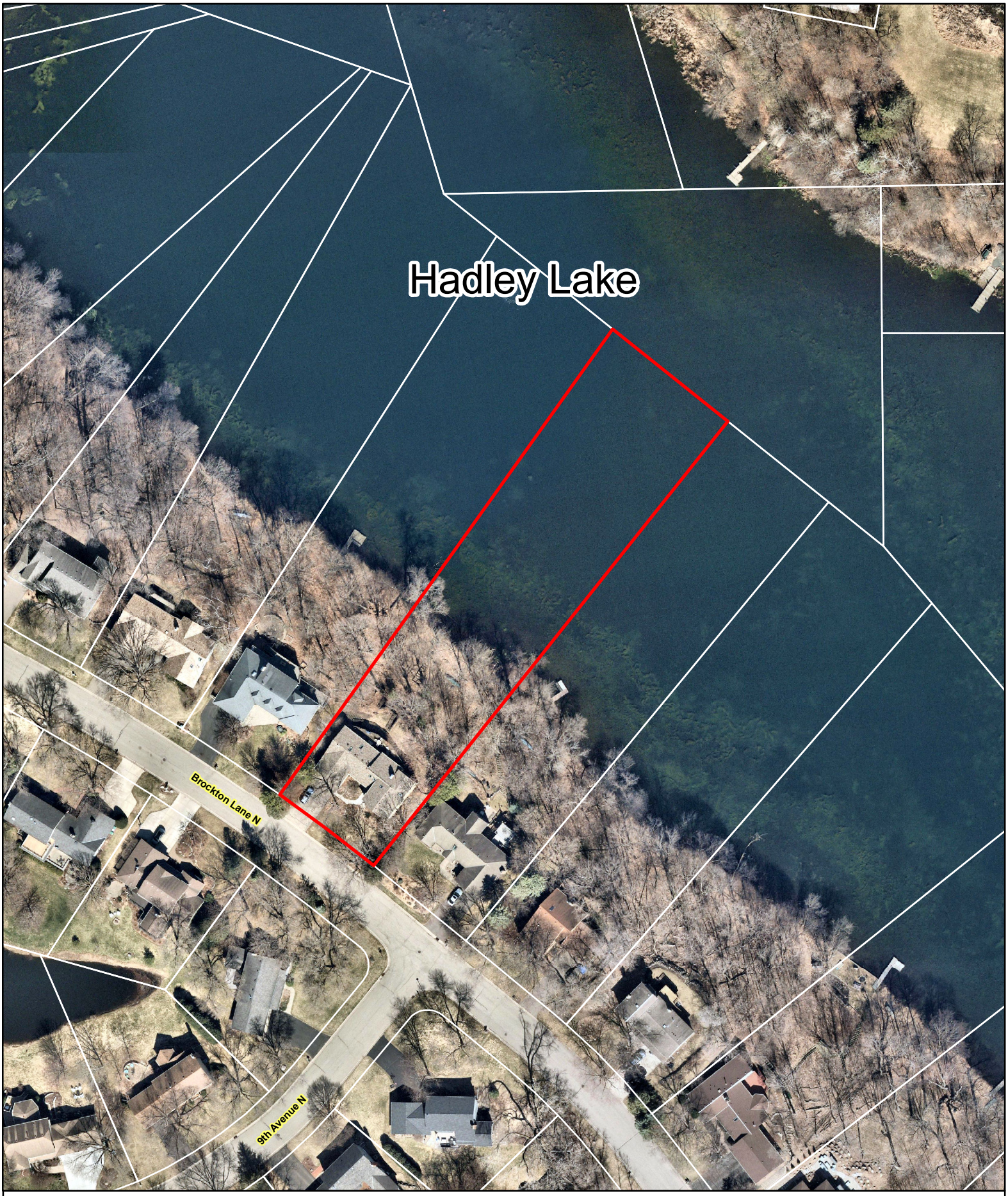
Property owner Page Vanatta has requested the City approve an encroachment agreement for a retaining wall within drainage and utility easements on the subject property. A retaining wall is currently constructed within drainage and utility easements as shown on the attached site map and exhibit. Per the attached encroachment agreement, it will be the responsibility of the property owners to remove the retaining wall within the easement at their expense if required by the City in the future.

3. Budget Impact:

N/A

4. Attachments:

Location Map
Encroachment Agreement
Resolution



November 2022

City of Plymouth

850 Brockton Lane North Encroachment Agreement Location Map

N
W E
S

0 120 Feet

THIS REPRESENTS A COMPILATION OF INFORMATION AND DATA FROM CITY, COUNTY, STATE AND OTHER SOURCES THAT HAS NOT BEEN FIELD VERIFIED. INFORMATION SHOULD BE FIELD VERIFIED AND COMPARED WITH ORIGINAL SOURCE DOCUMENTS.

ENCROACHMENT AGREEMENT

AGREEMENT made this _____ day of _____, 2022, by and between the **CITY OF PLYMOUTH,** a Minnesota municipal corporation ("City"), and **PAGE SPRINGSTEEN VANATTA**, ("Owners").

1. **BACKGROUND.** Owners are the fee owners of certain real property located in the City of Plymouth, County of Hennepin, State of Minnesota, legally described as follows:

> **Parcel ID No. 31-11-822-23-0028**
> Lot 10, Block 1, Ferndale North 3rd Addition, according to the recorded plat thereof, Hennepin County, Minnesota
> *(Abstract Property)*

having a street address of 850 Brockton Lane North, Plymouth, Minnesota ("Subject Property"). The City owns easements for drainage and utility purposes over portions of the Subject Property. A retaining wall was constructed on the Subject Property which encroaches on the City's easement areas as depicted on the attached survey sketch.

2. **ENCROACHMENT AUTHORIZATION.** The City hereby approves the encroachment in its easement areas on the Subject Property for the construction of a retaining wall subject to the conditions set forth in this Agreement. The City shall have no responsibility to maintain or repair the retaining wall located within the City's easements. The retaining wall located on the Subject Property must not impact or increase water drainage on the abutting properties or cause any adverse drainage patterns or erosion to the abutting properties. Owner agrees that, to the best of their knowledge, the retaining wall was constructed/built consistent with all applicable federal, state and local laws and regulations. The Owners are fully responsible and liable for any and all damage caused to the retaining wall because of it being constructed in the City's easement area. The Owners of the Subject Property will own and maintain the retaining wall.

3. **HOLD HARMLESS AND INDEMNITY.** In consideration of being allowed to encroach in the City's easement areas, Owners, for themselves, their heirs and assigns, hereby agree to indemnify and hold the City harmless from any damage caused to the Subject Property, including the retaining wall in the City's easement areas, caused in whole or in part by the encroachment into the City's easement areas.

4. **TERMINATION OF AGREEMENT.** The City may, at its sole discretion, terminate this Agreement at any time by giving the then owner of the Subject Property thirty (30) days advance written notice, except that no notice period will be required in the case of an emergency condition as determined solely by the City and the Agreement may then be terminated immediately. The property owner shall remove the retaining wall to the extent it impacts the easement areas to the effective date of the termination of this Agreement. If the owner fails to do so, the City may remove the retaining wall to the extent it impacts the easement areas and charge the cost of removal back to the owner for reimbursement.

5. **RECORDING.** This Agreement shall run with the land and shall be recorded against the title to the Subject Property.

[Remainder of Page Intentionally Left Blank]

CITY OF PLYMOUTH

BY: _____
(SEAL) Jeffry Wosje, Mayor

AND _____
Dave Callister, City Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by Jeffry Wosje and by Dave Callister, respectively the Mayor and City Manager of the City of Plymouth, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
NOTARY PUBLIC

PROPERTY OWNERS:

PAGE SPRINGSTEEN VANATTA

STATE OF MINNESOTA)
)ss.
COUNTY OF HENNEPIN)

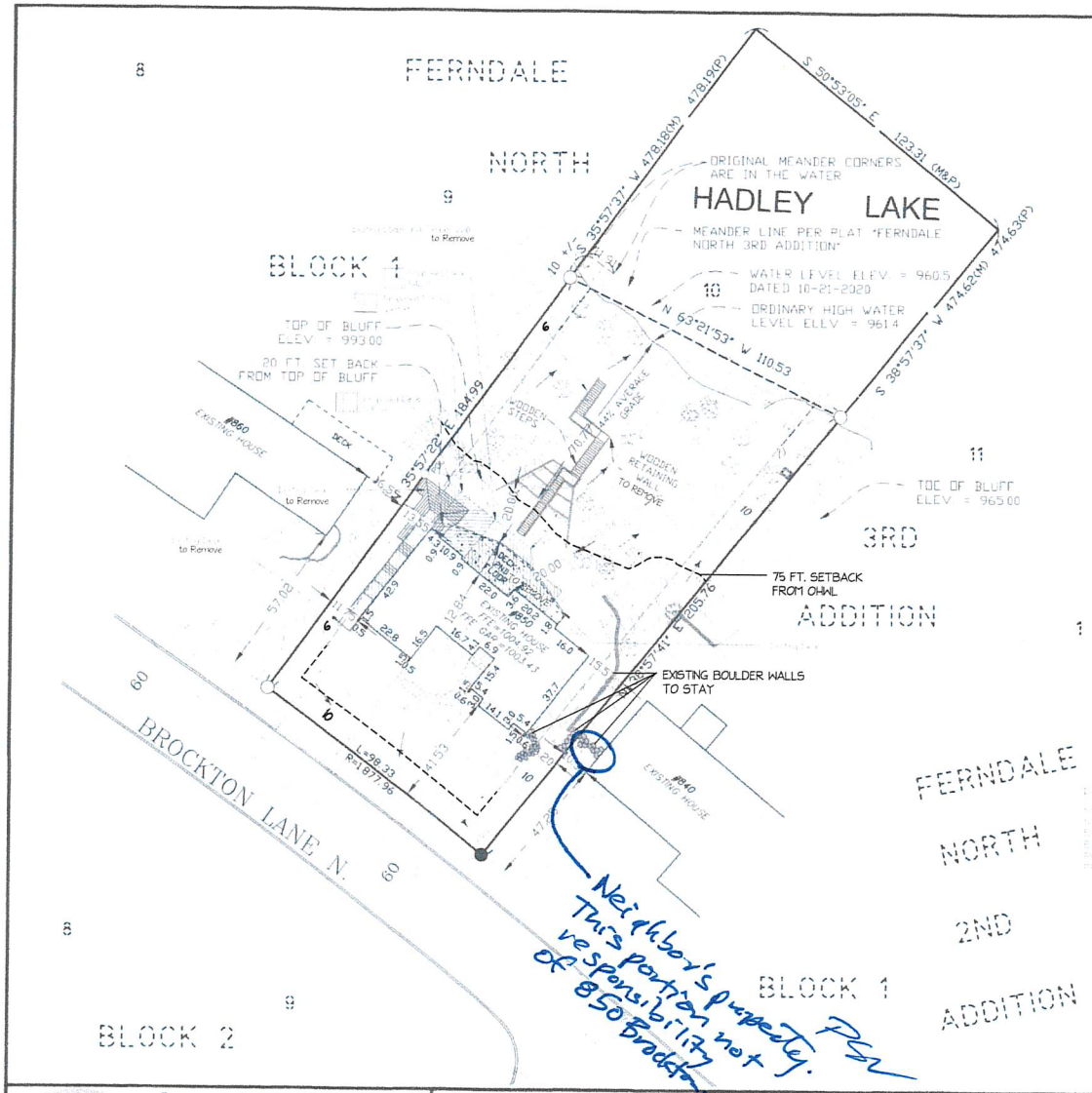
The foregoing instrument was acknowledged before me this 8th day of November, 2022, by Page Vanatta, as Owner(s).

NOTARY PUBLIC

KEVIN V KUNTZ
Notary Public
State of Minnesota
My Commission Expires
Jan. 31, 2023

DRAFTED BY:
City Engineer
City of Plymouth
3400 Plymouth Blvd.
Plymouth, MN 55447

SEE ATTACHED SURVEY SKETCH



CERTIFICATE OF SURVEY

-for-

PAGE VANATTA

Call 48 Hours before digging
GOPHER STATE ONE CALL
Twin Cities Area 651-454-0002
MN. Toll Free 1-800-252-1166

SCALE IN FEET

BUILDING SETBACKS

ZONING RSF-1 = SINGLE-FAMILY DETACHED 1
HOUSE FRONT = 25 FT
SIDE = 15 FT
REAR = 75 FT FROM OHWL

LEGAL DESCRIPTION

Lot 10, Block 1, FERNDALE NORTH 3RD ADDITION, Hennepin County, Minnesota, according to the recorded plat thereof.

REFERENCE BENCHMARK

ELEVATION = 993.69 (NGVD 29) MNDOT DISK "ROGER".

EXISTING HARDCOVER

EXISTING HOUSE	2,556 SQ. FT
EXISTING BITUMINOUS SURFACE	932 SQ. FT
EXISTING BRICK PAVER SURFACE	167 SQ. FT
EXISTING CONCRETE SURFACE	573 SQ. FT
TOTAL IMPERVIOUS AREA	4,228 SQ. FT
TOTAL LOT AREA	19,567 SQ. FT
EXISTING HARDCOVER	21.6 %

LEGEND

- DENOTES FOUND PROPERTY IRON
- DENOTES SET 1/2" X 18" REBAR WITH PLASTIC CAP "PLS 25105"
- DENOTES BOUNDARY LINE
- DENOTES LOT LINE
- DENOTES SETBACK LINE
- x999.99 DENOTES EXISTING SPOT ELEVATION
- DENOTES CONCRETE SURFACE
- DENOTES EXISTING CONTOUR LINE
- FFE DENOTES FINISH FLOOR ELEVATION
- DENOTES BITUMINOUS SURFACE
- DENOTES STONE PAVER SURFACE
- DENOTES DECIDUOUS TREE
- DENOTES STORM SEWER MANHOLE
- DENOTES GAS METER
- DENOTES BOULDER RETAINING WALL
- DENOTES STONE RETAINING WALL
- DENOTES WOODEN RETAINING WALL
- (M) DENOTES MEASURED DISTANCE
- (P) DENOTES PLATTED DISTANCE
- DENOTES SANITARY MANHOLE
- DENOTES ELECTRIC METER
- DENOTES AIR CONDITIONER
- DENOTES WATER VALVE
- DENOTES STORM CATCH BASIN
- DENOTES DRAINAGE FLOW

LOT SQ. FT. 52,720 SQ. FT.
LOT SQ. FT. ABOVE OHWL 19,567 SQ. FT.

NOTES

1. THE BASIS OF THE BEARING SYSTEM IS ASSUMED
2. NO SPECIFIC SOIL INVESTIGATION HAS BEEN COMPLETED
3. CONTRACTOR SHALL VERIFY PROPOSED ELEVATIONS
4. NO TITLE INFORMATION WAS PROVIDED FOR THIS SURVEY. THIS SURVEY DOES NOT PURPORT TO SHOW ALL EASEMENTS OF RECORD.
5. EXISTING UTILITIES AND SERVICES SHOWN HEREON OWNER LOCATED EITHER PHYSICALLY ON THE GROUND DURING THE SURVEY OR FROM EXISTING RECORDS MADE AVAILABLE TO US OR BY RESIDENT TESTIMONY. OTHER UTILITIES AND SERVICES MAY BE PRESENT. VERIFICATION AND LOCATION OF UTILITIES AND SERVICES SHOULD BE OBTAIN FROM THE OWNERS OF RESPECTIVE UTILITIES BY CONTACTING GOPHER STATE ONE CALL AT (651) 454-0002 PRIOR TO ANY DESIGN, PLANNING OR EXCAVATION.

NO.	DATE	DESCRIPTION	BY

EDS
ENGINEERING DESIGN & SURVEYING
6480 Wayzata Blvd. Minneapolis, MN 55426
OFFICE: (763) 545-2800 FAX: (763) 545-2801
EMAIL: info@edsmn.com WEBSITE: http://edsmn.com

I HEREBY CERTIFY THAT THIS SURVEY WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

VLADIMIR SVRIVER L.S. NO. 25105 DATED 01/27/21

JOB NAME: PAGE VANATTA	FIELD WORK DATE: 10/08/20	DRAWN BY: IS	PROJECT NO.: 20-166
LOCATION: 850 BROCKTON LANE NORTH PLYMOUTH, MN 55447	FIELD BOOK NO.: EDS-13	CHECKED BY: VS	SHEET NO. 1 OF 1

CITY OF PLYMOUTH

RESOLUTION NO. 2022-___

RESOLUTION APPROVING ENCROACHMENT AGREEMENT FOR A RETAINING WALL ON PROPERTY LOCATED AT 850 BROCKTON LANE NORTH

WHEREAS, Page Vanatta, have requested the City approve an encroachment agreement allowing a retaining wall within drainage and utility easements at 850 Brockton Lane North; and

WHEREAS, the property is legally described as:

Lot 10, Block 1, Ferndale North 3rd Addition; and

WHEREAS, the encroachment agreement permits only the retaining wall within the easements and all related facilities must still meet all applicable City codes; and

WHEREAS, as stated in the encroachment agreement, if the City requests that the structure needs to be removed in the future, it will be at the property owners' expense.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the encroachment agreement allowing a retaining wall within drainage and utility easements located at 850 Brockton Lane North is approved.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.5**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jacob Zea, Graduate Engineer

Reviewed by: Michael Thompson, Public Works Director

Item: **Approve 2023 Refuse Hauler Licenses**

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1. Action Requested:

Adopt attached resolution approving 2023 Refuse Hauler Licenses.

2. Background:

Staff has received applications from refuse haulers listed in the attached resolution.

3. Budget Impact:

License revenue is reflected in the 2023 Solid Waste budget.

4. Attachments:

Resolution

CITY OF PLYMOUTH

RESOLUTION NO. 2022-___

RESOLUTION APPROVING 2023 REFUSE HAULER LICENSES

WHEREAS, the City has received applications for 2023 Refuse Hauler Licenses; and

WHEREAS, all applicants meet the organic collection requirements adopted in Resolution 2021-108, modifying Ordinance No. 2021-07, requiring haulers to offer curb side organics collection; and

WHEREAS, all license fees have been paid.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that Refuse Hauler Licenses are approved for the following for the period January 1 through December 31, 2023:

1. Ace Solid Waste, Inc.
2. Anderson's Dumpster Box Service, Inc.
3. Aspen Waste Systems of MN Inc.
4. Buckingham Companies
5. Curbside Waste, Inc.
6. Dick's Sanitation Service, Inc.
7. Keith Krupenny & Son Disposal Service, Inc.
8. Le Page and Sons, Inc.
9. Lightning Disposal, Inc.
10. Nitti Sanitation, Inc.
11. Republic Services, Inc.
12. Suburban Waste Services
13. Twin City Refuse and Recycling, Inc.
14. Walter's Recycling and Refuse, Inc.
15. Waste Management of Minnesota, Inc.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.6**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jodi Gallup, City Clerk/Administrative Coordinator

Reviewed by: Maria Solano, Deputy City Manager

Item: **Approve 2023 Target and Trap Shooting License**

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1. Action Requested:

Adopt attached resolution renewing target and trap shooting license for the Plymouth Gun Club at 5400 Holly Lane for 2023.

2. Background:

The City has received an application from the Plymouth Gun Club, 5400 Holly Lane, for a target and trap shooting license for 2023.

3. Budget Impact:

License fee has been received.

4. Attachments:

Resolution

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION APPROVING 2023 TARGET AND TRAP SHOOTING LICENSE FOR PLYMOUTH GUN CLUB

WHEREAS, the Plymouth Gun Club has submitted an application for a 2023 Target and Trap Shooting License for the premises at 5400 Holly Lane; and

WHEREAS, all license fees have been paid and the club follows all policies and procedures required by the City.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that a Target and Trap Shooting License for the Plymouth Gun Club, 5400 Holly Lane, for the period January 1 through December 31, 2023 is approved.

APPROVED by the City Council on this 13th day of December, 2022.

City of Plymouth

Agenda Number: **6.7**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Michael Payne, Assistant City Engineer

Reviewed by: Michael Thompson, Public Works Director

Item: **Approve Application for MnDOT Active Transportation Infrastructure Program Grant for Chankahda Trail Reconstruction Project - Phase 2 (ST230002)**

1. Action Requested:

Adopt the attached resolution approving application for the MnDOT Active Transportation Infrastructure Program Grant for the Chankahda Trail Reconstruction Project - Phase 2 (ST230002).

2. Background:

The Minnesota Active Transportation Infrastructure Program provides grant funding for the construction of pedestrian and bicycle infrastructure projects. The program was established by the Minnesota Legislature in 2017 and $3.5 million is currently appropriated for infrastructure projects across the state. Up to $500,000 can be requested through the grant program. The grant program requires that projects are constructed in 2023 or 2024 and the submittal of a Council resolution supporting the project and application for grant funding.

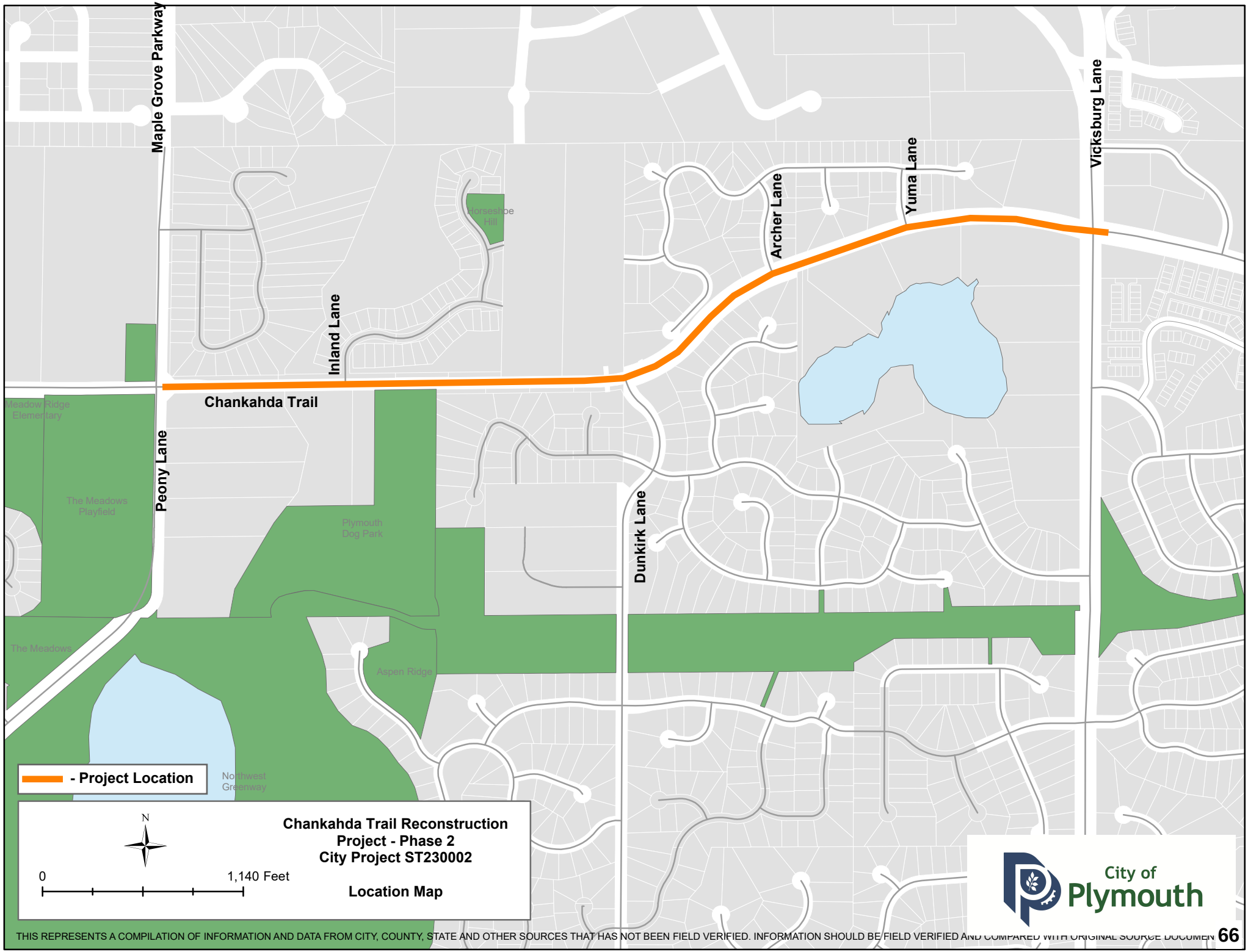
Staff is proposing to submit Phase 2 of the Chankahda Trail Reconstruction Project for $500,000 in grant funding. Staff previously submitted a letter of intent and received a response that recommended submitting an application for grant funding. The deadline for submittal of the grant application is December 30, 2022 and award letters are anticipated to be sent to selected projects by the end of March, 2023.

3. Budget Impact:

The total project cost outlined in the CIP is $10 million. If awarded, the grant would provide up to $500,000 on a reimbursement basis.

4. Attachments:

Location Map
Resolution



THIS REPRESENTS A COMPILATION OF INFORMATION AND DATA FROM CITY, COUNTY, STATE AND OTHER SOURCES THAT HAS NOT BEEN FIELD VERIFIED. INFORMATION SHOULD BE FIELD VERIFIED AND COMPARED WITH ORIGINAL SOURCE DOCUMEN

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION APPROVING APPLICATION FOR THE MNDOT ACTIVE TRANSPORTATION INFRASTRUCTURE GRANT FOR THE CHANKAHDA TRAIL RECONSTRUCTION PROJECT – PHASE 2 (ST230002)

WHEREAS, the MnDOT Active Transportation Infrastructure Grant provides $3.5 million on a reimbursement basis to construct pedestrian and bicycle infrastructure; and

WHEREAS, a minimum of $50,000 and a maximum of $500,000 can be requested through the grant program; and

WHEREAS, the Chankahda Trail Reconstruction Project – Phase 2 includes pedestrian and bicycle improvements that will address safety hazards to walking and biking; and

WHEREAS, the Chankahda Trail Reconstruction Project – Phase 2 is included in the 2022-2031 CIP for construction in 2023 at an estimated cost of $9,550,000 and is supported by the City Council.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that submittal of Chankahda Trail Reconstruction Project – Phase 2 for the MnDOT Active Transportation Infrastructure Grant in the amount of $500,000 is approved.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.8**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jodi Gallup, City Clerk/Administrative Coordinator

Reviewed by: Maria Solano, Deputy City Manager

Item: **Approve Tobacco License application of Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1**

1. Action Requested:

Adopt attached resolution approving tobacco license application of Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1.

2. Background:

Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth has submitted an application for a tobacco license at 3900 Vinewood Lane North #1. This is an established business with Shree Ganesh Inc assuming new ownership.

3. Budget Impact:

License fee has been received.

4. Attachments:

Resolution

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION APPROVING TOBACCO LICENSE APPLICATION OF SHREE GANESH INC D/B/A MGM WINE & SPIRITS PLYMOUTH, 3900 VINEWOOD LANE NORTH #1

WHEREAS, Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, has submitted a tobacco license application for MGM Wine & Spirits Plymouth located at 3900 Vinewood Lane North #1; and

WHEREAS, the license fee has been received.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the tobacco license application submitted by Shree Ganesh Inc for MGM Wine & Spirits Plymouth at 3900 Vinewood Lane North #1 is approved for a license period to expire December 31, 2023.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.9**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jodi Gallup, City Clerk/Administrative Coordinator

Reviewed by: Maria Solano, Deputy City Manager

Item: **Approve Tobacco License application of Holiday Stationstores, LLC d/b/a Holiday Stationstores #2746523, 4075 Vinewood Lane North**

---

1. Action Requested:

Adopt attached resolution approving tobacco license application of Holiday Stationstores, LLC d/b/a Holiday Stationstores #2746523, 4075 Vinewood Lane North.

2. Background:

Holiday Stationstores, LLC d/b/a Holiday Stationstores #2746523 has submitted an application for a tobacco license at 4075 Vinewood Lane North. This is an established business with Holiday Stationstores LLC assuming new ownership.

3. Budget Impact:

License fee has been received.

4. Attachments:

Resolution

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION APPROVING TOBACCO LICENSE APPLICATION OF HOLIDAY STATIONSTORES, LLC D/B/A HOLIDAY STATIONSTORE #2746523, 4075 VINEWOOD LANE NORTH

WHEREAS, Holiday Stationstores, LLC d/b/a Holiday Stationstore #2746523, has submitted a tobacco license application for Holiday Stationstore #2746523 located at 4075 Vinewood Lane North; and

WHEREAS, the license fee has been received.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the tobacco license application submitted by Holiday Stationstores, LLC for Holiday Stationstore #2746523 at 4075 Vinewood Lane North is approved for a license period to expire December 31, 2023.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.10**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jodi Gallup, City Clerk/Administrative Coordinator

Reviewed by: Maria Solano, Deputy City Manager

Item: **Approve 2023 Tobacco Licenses**

---

1. Action Requested:

Adopt attached resolution approving 2023 Tobacco Licenses.

2. Background:

The City has received applications for Tobacco Licenses listed in the attached resolution.

3. Budget Impact:

License fees are in the 2023 budget.

4. Attachments:

Resolution

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION APPROVING 2023 TOBACCO LICENSES

WHEREAS, the City has received applications for 2023 Tobacco License renewals.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the following Tobacco Licenses are approved for the period January 1, 2023 through December 31, 2023:

Business Name	Address	Licensee
Cub Discount Liquor	4445 Nathan Ln. N.	Supervalu Inc.
Cub Foods #1633	4445 Nathan Ln. N.	Plymouth 1998 LLC
Cub Foods #1650	3550 Vicksburg Ln. N.	Supervalu Inc.
Cub Foods	10200 6th Ave. N	Uppsala, LLC
Holiday Stationstore #107	3020 Fernbrook Ln.	Holiday Stationstores, LLC
Holiday Stationstore #139	10900 Hwy. 55	Holiday Stationstores, LLC
Holiday Stationstore #140	189 Cheshire Ln.	Holiday Stationstores, LLC
Holiday Stationstore #220	10100 Co. Rd. 9	Holiday Stationstores, LLC
Holiday Stationstore #303	9700 Betty Crocker Dr.	Holiday Stationstores, LLC
Holiday Stationstore #312	9705 Schmidt Lake Rd.	Holiday Stationstores, LLC
Holiday Stationstore #317	2725 Campus Dr.	Holiday Stationstores, LLC
Holiday Stationstore #473	12650 Co. Rd. 10	Holiday Stationstores, LLC
Hy-Vee	16705 County Road 24	Hy-Vee, Inc.
Hy-Vee Wine & Spirits	16605 County Road 24 #201	Hy-Vee, Inc.
I Mart Stores	4140 Berkshire Ln. N.	IYS Ventures LLC
Jim's Liquor	15705 35th Ave. N.	Plymouth Jim's Liquor, Inc.
Kwik Trip #411	1605 Annapolis Ln. N.	Kwik Trip, Inc.
Merwin Liquors Plymouth	10200 6th Ave. N	Merwin Liquors Plymouth, LLC
MGM Wine & Spirits	3900 Vinewood Ln. #1	GENGREEN LLC
Paradise Liquor	12 Nathan Ln. N.	RAGMA Inc.
Pick N Save Fuel Marketplace Express	9605 36th Ave. N.	Pick N Save Fuel Marketplace Express Inc
Plymouth BP	3855 Plymouth Blvd .	KTCO Inc.
Plymouth Cigar Shop	4130 Berkshire Ln. N.	Plymouth Express One Inc.
Plymouth Liquor Barrel	11000 Hwy. 55	JD Christensen Liquors, Inc.
Plymouth Station Holiday	16825 Co. Rd. 24	Jerry's Service Inc.
Plymouth Tobacco	3505 Vicksburg Ln. N., Suite 300	Jad Tobacco LLC
Plymouth Tobacco & E. Cig	16605 Co. Rd. 24, Suite 203	Plymouth Tobacco & E. Cig Inc.
Smokies Tobacco	10100 6th Ave. N, Suite 111	Smokies Tobacco n Vape Plus Inc
Speedway #3351	4325 Peony Ln. N.	Northern Tier Retail, LLC
Speedway #4341	5750 Nathan Ln. N.	Northern Tier Retail, LLC
Speedway #4153	15805 61st Ave. N.	Northern Tier Retail LLC
Top Ten Liquors	4190 Vinewood Ln. N, Unit 124	Yayin Gadol, LLC
Vicksburg Liquor	1115 Vicksburg Ln. N., #5	Wood & Associates Inc.
Walgreens #01002	3255 Vicksburg Ln. N.	Walgreen Co.
Walgreens #02767	4005 Vinewood Ln. N.	Walgreen Co.
Walgreens #12510	6025 Shenandoah Ln. N.	Walgreen Co.

BE IT FURTHER RESOLVED that issuance of 2023 Tobacco Licenses is contingent upon licensee compliance with city code, licensee compliance with Ordinance No. 2022-15, and receipt of completed application materials and license fee by December 31, 2022.

APPROVED by the City Council on this 13th day of December, 2022.

City of Plymouth

Agenda Number: **6.11**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Chris LaBounty, Deputy Public Works Director/City Engineer

Reviewed by: Michael Thompson, Public Works Director

Item: **Accept streets for continual maintenance in Greenway Developments**

1. Action Requested:

Adopt attached resolution accepting streets in Greenway North 3rd (2020046) and Greenway West 2nd (2019031).

2. Background:

Staff received a request to accept streets in Greenway North 3rd and Greenway West 2nd which reflects completed work in the development. Staff inspected the completed work and determined that it is acceptable. The City will retain funds for the required one-year warranty period for the streets.

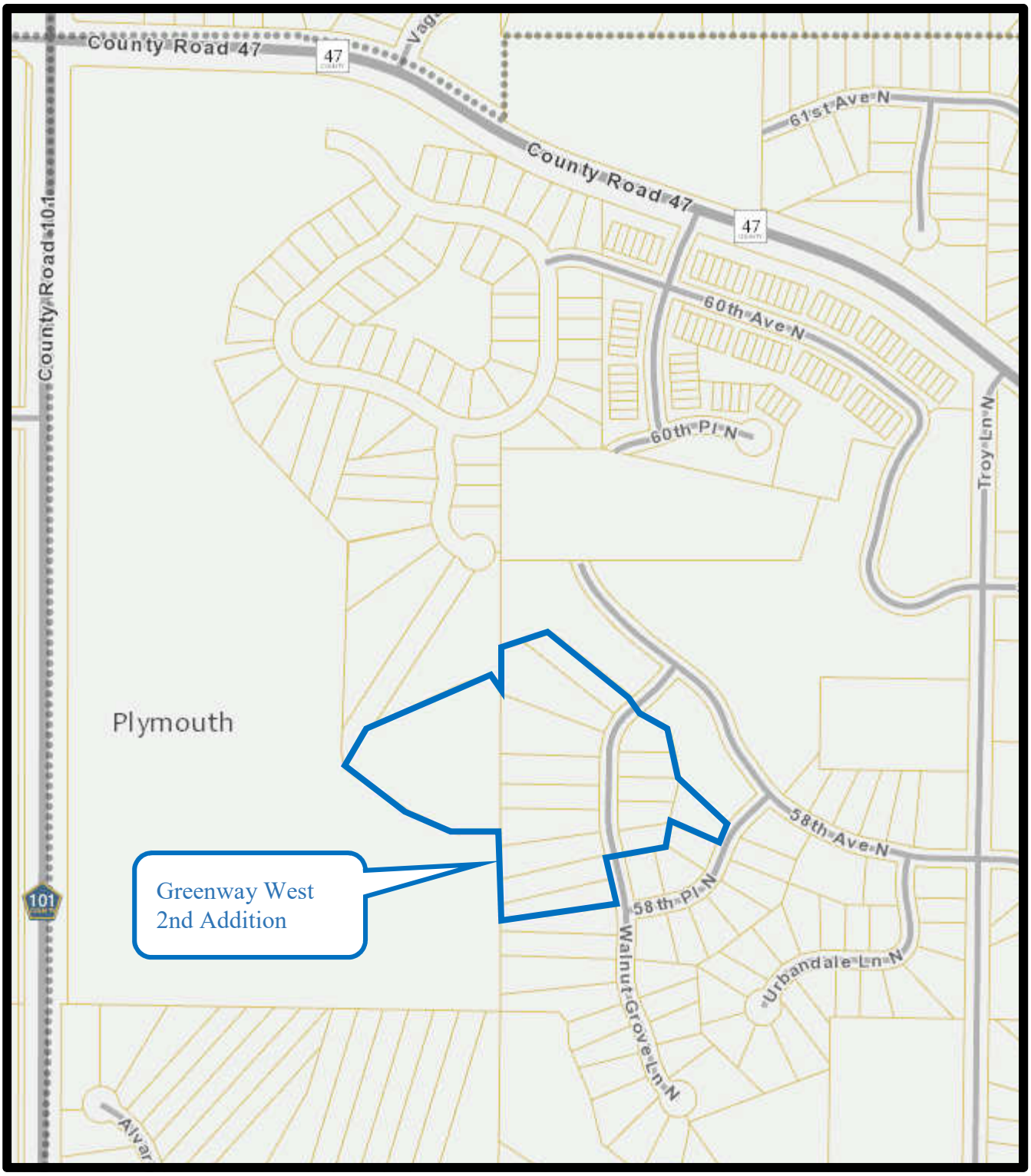
3. Budget Impact:

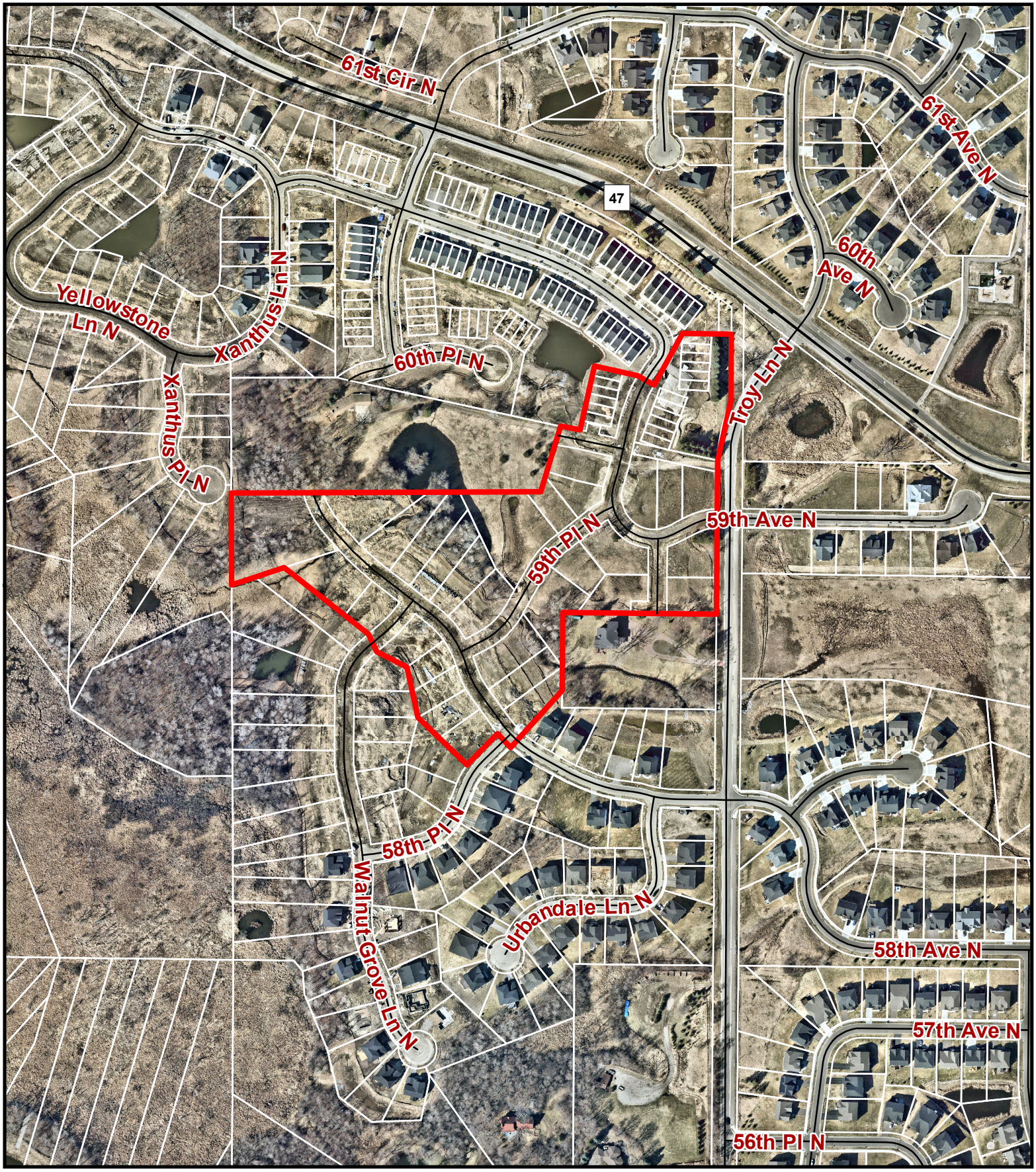
N/A

4. Attachments:

Location Map - Greenway West 2nd
Location Map - Greenway North 3rd
Resolution - Greenway West 2nd
Resolution - Greenway North 3rd

Location Map
Greenway West 2nd Addition





Location Map
Greenway North 3rd Addition

N

0 340 Feet

City of Plymouth

THIS REPRESENTS A COMPILATION OF INFORMATION AND DATA FROM CITY, COUNTY, STATE AND OTHER SOURCES THAT HAS NOT BEEN FIELD VERIFIED. INFORMATION SHOULD BE FIELD VERIFIED AND COMPARED WITH ORIGINAL SOURCE DOCUMENTS.

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION ACCEPTING STREETS FOR CONTINUAL MAINTENANCE FOR GREENWAY WEST 2ND ADDITION (2019031)

WHEREAS, in accordance with the development contract dated August 6, 2019, Pulte Homes of Minnesota, LLC, developer of Greenway West 2nd Addition (2019031), has agreed to install certain improvements for said development; and

WHEREAS, the developer has completed a portion of the street, utility and site grading as noted below; and

WHEREAS, the developer has requested a reduction of the required financial guarantee to reflect the completed work.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the financial guarantee requirements are reduced as follows below and that the required guarantee and Letter of Credit No. S508653 for the items be reduced from $321,103 to $272,093:

Item	Original Amount	Current Amount	New Amount	% of Original Amount
Street Construction	90,300	54,180	22,575	25%
Sanitary Sewer System	242,000	60,500	60,500	25%
Watermain System	109,000	27,250	27,250	25%
Storm Sewer System	271,500	67,875	67,875	25%
Boulevard and Drainage Swale Sod	5,800	5,800	1,450	25%
Filtration Basin	39,700	39,700	39,700	100%
Retaining Walls	4,200	4,200	4,200	100%
Street & Traffic Control Signs	2,200	0	0	0%
Buffer/Park Posts & Signs	2,700	2,700	2,700	100%
Sidewalk Improvements	22,500	13,500	5,625	25%
Landscaping	5,000	5,000	5,000	100%
Street Lighting	4,000	0	0	0%
Erosion Control	6,200	4,650	3,100	50%
Site Grading & Drainage Improvements	30,250	7,563	7,563	25%
Setting Iron Monuments	4,400	4,400	4,400	100%
Subtotal	$839,750	$297,318	$251,938	30%
Design, Admin, Insp, As-Builts (8%)	$67,180	$23,785	$20,155	
Total	$906,930	$321,103	$272,093	30%

BE IT FURTHER RESOLVED that the streets are accepted for continuous maintenance as of December 13, 2022, subject to the one-year guarantee by the Developer.

APPROVED by the City Council on this 13th day of December, 2022.

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION ACCEPTING STREETS FOR CONTINUAL MAINTENANCE FOR GREENWAY NORTH 3RD ADDITION (2020046)

WHEREAS, in accordance with the development contract dated September 8, 2020, Pulte Homes of Minnesota, developer of Greenway North 3rd Addition (2020046), has agreed to install certain improvements for said development; and

WHEREAS, the developer has completed a portion of the street, utility and site grading as noted below; and

WHEREAS, the developer has requested a reduction of the required financial guarantee to reflect the completed work.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the financial guarantee requirements are reduced as follows below and that the required guarantee and Letter of Credit No. S509191 for the items be reduced from $576,866 to $397,591:

Item	Original Amount	Current Amount	New Amount	% of Original Amount
Street Construction	$267,800	$160,680	66,950	25%
Turn Lane Construction	180,000	0	0	0%
Sanitary Sewer System	88,200	22,050	22,050	25%
Watermain System	68,600	17,150	17,150	25%
Storm Sewer System	136,500	34,125	34,125	25%
Boulevard and Drainage Swale Sod	59,300	59,300	14,825	25%
Filtration Basin	33,800	33,800	33,800	100%
Retaining Walls	42,300	42,300	42,300	100%
Street & Traffic Control Signs	3,200	0	0	0%
Wetland Buffer Posts & Signs	3,800	3,800	3,800	100%
Sidewalk Improvements	79,400	47,640	19,850	25%
Landscaping	33,300	33,300	33,300	100%
Street Lighting	8,000	0	0	0%
Erosion Control	11,400	8,550	8,550	75%
Site Drainage & Grading Improvements	151,600	60,640	60,640	40%
Setting Iron Monuments	10,800	10,800	10,800	100%
Subtotal	1,178,000	534,135	368,140	31%
Design, Admin, Inspection, As-Builts (8%)	94,240	42,731	29,451	
Total	1,272,240	576,866	397,591	31%

BE IT FURTHER RESOLVED that the streets are accepted for continuous maintenance as of December 13, 2022, subject to the one-year guarantee by the Developer.

APPROVED by the City Council on this 13th day of December, 2022.

City of Plymouth

Agenda Number: **6.12**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Chris LaBounty, Deputy Public Works Director/City Engineer

Reviewed by: Michael Thompson, Public Works Director

Item: **Designate engineer for Station 73 Transit and Regional Improvement Project (TRIP) preliminary engineering (ST230003)**

1. Action Requested:

Adopt attached resolution designating engineer for Station 73 Transit and Regional Improvement Project (TRIP) preliminary engineering (ST230003).

2. Background:

The Station 73 TRIP (Transit and Regional Improvement Program) involves constructing pedestrian and regional bicycle trail systems, a Highway 55 pedestrian and bicycle underpass, inline bus platforms on Highway 55, improvements to South Shore Drive and 10th Avenue, realignment of CSAH 73, and Station 73 Transit Station mobility improvements. Council previously approved final design and bidding services for the project work along Hwy 55. With the recent grant award notice for the federal RAISE program staff is now beginning to work on preliminary design of the remaining portions of the project.

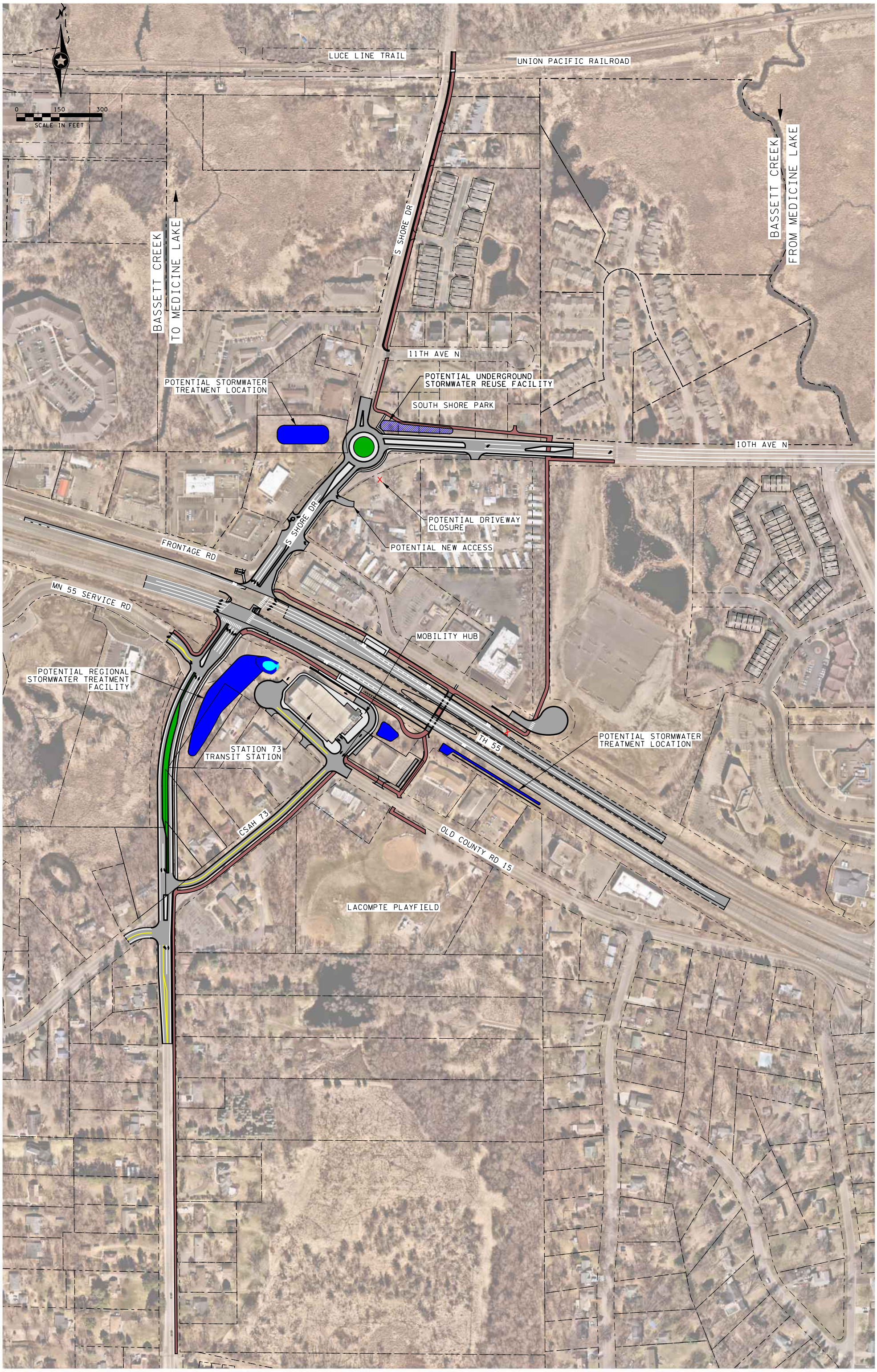
The attached proposal will include final traffic and intersection evaluations, completing the remaining required environmental documents, and developing a preliminary design acceptable to the City, Hennepin County, Three Rivers Park District, and MnDOT. The proposal submitted by Kimley-Horn shows a good understanding of the project and the project team is the same as the one working on the final design for the first part of the project. Staff has reviewed the proposal and recommends designating Kimley-Horn as the engineer for this part of the project.

3. Budget Impact:

The preliminary design fee is $293,600 and would be paid from the street reconstruction and transit funds. Reimbursement for this work may be included in future agreements with Three Rivers Park District and Hennepin County.

4. Attachments:

Concept Layout
Proposal
Resolution



SRF

Station 73 TRIP

Final Condition

Plymouth, MN

Figu 82

Kimley»Horn

December 1, 2022

Mr. Chris LaBounty, P.E.
Deputy Public Works Director/City Engineer
City of Plymouth
3400 Plymouth Boulevard
Plymouth, MN 55447

RE: ***Proposal for Preliminary Design Services***
Station 73 Transit and Regional Improvement Program

Dear Mr. LaBounty,

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this letter proposal ("Proposal") to the City of Plymouth ("City") to conduct preliminary design services for the Station 73 Transit and Regional Improvement Program located in the vicinity of Trunk Highway 55 and County Road 73/South Shore Drive intersection. Our scope of services, schedule, and fee are detailed below.

PROJECT UNDERSTANDING

It is our understanding that the overall project improvements have previously been broken into three separate phases but will ultimately be combined into one preliminary design project, one final design project, and one construction project with construction anticipated in 2025.

PHASE 1

The City of Plymouth partnered with SRF to complete preliminary design of Phase 1, which includes modifications to TH 55 to provide transit stations and a box culvert pedestrian crossing. It is our understanding that SRF is currently going through a MnDOT level 1 layout review of these improvements. We have assumed that SRF will acquire MnDOT approval for the improvements and that Phase 1 will not be part of the preliminary design services provided by Kimley-Horn.

PHASE 2

We understand that Phase 2 improvements will include modification to South Shore Drive/10th Ave from TH 55 to Trenton Circle and South Shore Drive from 10th Ave to 11th Ave. A roundabout at the intersection of South Shore Drive and 10th Ave shall be evaluated. Additional improvements include a shared use trail from 11th Ave to the Luce Line Trail. We understand that the City of Plymouth partnered with SRF for a TRIP RAISE Grant application and with HKGI/SEH to perform a Small Area Study. Kimley-Horn will use this information as a starting point for reference but will perform our own evaluation of this area.

PHASE 3

We understand that Phase 3 improvements will include realigning CSAH 73 from TH 55 to the intersection of CSAH 73 and Sunset Trail. Realigning CSAH 73 will also include modifications to the access and the roadway adjacent to the Station 73 Park and Ride. We will coordinate with Three Rivers Park District on the proposed trail improvements throughout the project area. We understand that the City of Plymouth partnered with SRF for a TRIP RAISE Grant application and with HKGI/SEH

to perform a Small Area Study. Kimley-Horn will use this information as a starting point for reference but will perform our own evaluation of this area.

Our scope of services will be for preliminary design phase services for Phase 2 and Phase 3 described above but will no longer continue to separate the phases.

SCOPE OF SERVICES

Our proposed scope of services for the project is detailed below.

TASK 1 – PROJECT MANAGEMENT

1.1 Administration

Project administration activities will include the following:

- Preparation of monthly invoices
- Monthly project schedule updates
- Communication with the necessary City staff

1.2 General Coordination

General coordination of the project will include scheduling the following meetings:

- Monthly Project Management Team (PMT) meetings
- Agency coordination meetings
- Public open house meetings
- Utility coordination meetings

1.3 Quality Assurance and Quality Control Functions (QA/QC)

We will provide QC/QA effort for deliverables and functions throughout the project duration to achieve the delivery of quality products within the agreed upon schedule.

1.4 Project Schedule

We will provide a schedule for the project and update it on a monthly basis.

Task 1 Deliverables: Monthly progress reports; monthly meeting preparation; monthly schedule updates; coordination of activities with stakeholders, submittal of monthly invoices.

TASK 2 – PUBLIC AGENCY COORDINATION

Successful project delivery requires coordination and support from a variety of stakeholders. Our team will work closely with City staff to provide a seamless interface between the design and the public agency coordination process.

2.1 PMT Meetings

We will schedule and lead monthly Project Management Team (PMT) meetings for the duration of the project. We will collaborate with the City to confirm members, roles, responsibilities, and project objectives. We will prepare agendas and meeting minutes for the monthly PMT meetings. Up to three Kimley-Horn team members will attend each PMT meeting, depending on the items to be discussed. Based on our proposed schedule, we have assumed seven (7) PMT meetings.

2.2 Utility Coordination Meetings

Kimley-Horn will lead up to one (1) utility coordination meeting including preparation of agendas and meeting minutes. Utility companies will be determined in consultation with the PMT and based on Gopher State One Call results. We will provide the utility companies with the preliminary design layout that is developed and identify utilities that may be impacted by construction.

2.3 Agency Coordination Meetings

We will coordinate with federal, state, regional, and local agencies as needed to move the project forward. These meetings will be used to coordinate information related to permits, approvals, and other forms of consent beyond the PMT meetings. Kimley-Horn will prepare agendas and meeting minutes and submit copies of the meeting minutes to the City. Our scope of work includes up to six (6) agency coordination meetings that will be attended by up to two Kimley-Horn staff members.

2.4 City Council Meetings

Kimley-Horn will provide meeting materials and attend one (1) City Council meeting.

Task 2 Deliverables: meeting agendas and minutes; materials for meetings.

TASK 3 – PUBLIC ENGAGEMENT

3.1 Online Public Engagement

Kimley-Horn will create an interactive feedback map for this project using our proprietary mapping software, PublicCoordinate, to make it easier to solicit feedback from the community, especially if we want to share and collect public feedback on the multiple design options in a virtual setting. This mapping tool offers enhanced capabilities such as comment input, language translation, toggling between multiple project alternatives and base maps, ADA web accessibility, custom branding, survey integration, is mobile-friendly, and so much more. This would be particularly effective in conjunction with a virtual open house, when we are asking people for input on design considerations, existing barriers, and location-specific items. For more information, visit www.publiccoordinate.com. In addition to the online PublicCoordinate software, we will also prepare a power point presentation to be used for a virtual open house. Following the online engagement, we will document and summarize any comments received. Kimley-Horn will provide the City with a one page mailer or post card for mailing ahead of the online public engagement date. We have assumed that City staff will be responsible for printing, compiling, and mailing the material to residents.

3.2 Targeted Outreach – Manufactured Home Community

Kimley-Horn will lead up to one (1) targeted outreach meeting with the manufactured home community. Up to three (3) Kimley-Horn team members will attend the meeting. We will prepare exhibits and a survey for the meeting. Following the meeting, we will document and summarize any comments received. Kimley-Horn will provide the City with a one page mailer or post card for mailing to the residents of the manufactured home community. In lieu of mailing, we could produce and distribute a door hanger flyer with meeting information that may also be effective in mailing addresses are not readily available. We have assumed that City staff will be responsible for printing, compiling, and delivering/mailing the material to residents.

3.3 Project Summary Board and Pamphlet

Kimley-Horn will create a project summary board that can be placed at various locations near the project site to inform the public of the proposed improvements. Timing and locations of the board can be discussed by the PMT. We have assumed that up to five (5) boards would be produced and that all boards would have the same content. Kimley-Horn will be responsible for printing, placing, and removing the boards.

Kimley-Horn will create a project summary pamphlet that can be distributed to bus riders to provide information about the project. Kimley-Horn will be responsible for printing and distributing the pamphlets. We have assumed that one Kimley-Horn staff member would distribute the pamphlets at two separate dates, each for a two hour time period.

Task 3 Deliverables: PublicCoordinate website, power point presentation, survey, one page mailer, materials for targeted outreach meeting (sign-in sheets, comment cards, informational materials, and handouts); comment summary, project summary board, and pamphlet.

TASK 4 – ENIRONMENTAL REVIEW

4.1 Prepare Categorical Exclusion Document

Kimley-Horn will prepare one programmatic "C-list" Categorical Exclusion (CE) document for all improvements following MnDOT State Aid for Local Transportation (SALT) processes. This task will include the following:

- Confirmation with SALT that the project meets the definition of a Class II Action for a programmatic CE under National Environmental Policy Act (NEPA).
- Preparation of description of existing conditions and proposed improvements, description of project cost, anticipated funding sources, anticipated schedule, and key contacts for the environmental document.
- Development of purpose and need per MnDOT transportation project development process (TPDP) guidance; it is anticipated that this will build transportation problems identified in the RAISE grant application and data from the Traffic and Corridor Study (Task 5).
- Preparation of a data request form to MnDOT's Protected Species team, Cultural Resource Unit (CRU), and Noise Specialists. A cultural resource survey is not included in this scope. If a cultural resource survey is required, it is anticipated that MnDOT CRU would provide.
- Prepare Section 4(f) write-up based on findings in Task 4.2.
- Address floodplain impacts and document with a Floodplain Assessment. Assumes the project will not have a significant floodplain impact.
- Utilize wetland boundaries identified as part of Task 4.3 and analyze any proposed alteration of aquatic resources, and document the alternatives development and evaluation process including wetland avoidance and minimization efforts; complete the Wetland Two Part Finding as an attachment to the CE
- Completion of an Environmental Justice analysis per MnDOT and FHWA requirements.
- Document in a table format all environmental mitigation commitments identified from the social, economic and environmental topics.
- Prepare graphics for PCE document including project location map, USGS map, layouts, and other supporting graphics.

- This scope assumes up to three (3) coordination meetings with SALT and/or FHWA to discuss CE and Section 4(f) evaluation.

Task 4.1 Deliverables: Wetland Two Part Finding, Attachment B checklist, Floodplain assessment, Draft and final CE and supporting documentation, Environmental commitments list

4.2 Section 4(f) De Minimis Evaluation

Based on our understanding of Phase 3 improvements, impacts to South Shore Park, a Section 4(f) resource, are likely. This scope assumes impacts would be considered *de minimis* per MnDOT and FHWA guidance. Kimley-Horn will coordinate with the official with jurisdiction (OWJ) to determine applicability and confirm form of Section 4(f) evaluation with SALT once potential impacts to park property are identified. A Section 4(f) *de minimis* evaluation will include the following:

- Preparation of a De Minimis Determination Notice of Intent Request form for SALT; this form will describe the property, potential for impacts, and OWJ coordination.
- Advertisement for opportunity for public hearing; assumes a 14-day comment period to request a public hearing.
- Preparation of a Request for Concurrence on Effects to Section 4(f) Resource Letter which summarizes comments received and how they have been considered; form will be submitted to SALT for FHWA review.

Task 4.2 Deliverables: De Minimis Determination Notice of Intent Request, Advertisement for public hearing, Request for Concurrence on Effects to Section 4(f) Resource Letter

4.3 Wetland Delineation

We will evaluate the potential for wetlands and linear aquatic resources within the project study limits. The project team will complete a wetland delineation for the project corridor to determine the extents of wetland and waterways within the project study limits. The wetland delineation will be completed during the growing season, approximately May to October. The delineation report will be submitted to the regulatory agencies for concurrence.

We will conduct a Routine Level 2 Wetland Delineation on-site to determine the wetland boundaries and types. The study area for the delineation will be coordinated with the preliminary design team to ensure coverage of all potential project improvements including stormwater management areas. We anticipate at least five areas investigated and one area delineated within the study area. A report, documenting the findings, will be submitted to the City of Plymouth and the United States Army Corps of Engineers for concurrence. This task assumes an on-site meeting with the Technical Evaluation Panel and preparation of an application for boundary and type approval.

Task 4.3 Deliverables: Wetland delineation report, approved wetland boundaries in CAD and shapefile formats

TASK 5 – TRAFFIC AND CORRIDOR STUDY

5.1 Review Previous Studies

Kimley-Horn will review the previously completed traffic studies, which were included in the County Road 73 Small Area Study and the Station 73 Transit and Regional Improvement Program 2022 RAISE Program Application. Kimley-Horn will review these studies to determine if analysis, in addition to analysis that's already been completed, should be done to confirm the proposed lane configurations within the study area. Kimley-Horn assumes that traffic count data and Synchro/Simtraffic models will be provided to allow for an effective review of the previous analysis.

To inform the review of previous traffic studies, Kimley-Horn will conduct up to six (6) traffic counts at the following intersections to compare traffic volumes used in the previously completed analysis, as needed:

- Trunk Highway 55 at CR 77/South Shore Drive
- 10th Avenue at South Shore Drive
- South Shore Drive at Frontage Road Access
- CR 73 at TH 55 Service Road
- CR 73 at Old County Road 15
- CR 73 at Sunset Trail

5.2 Additional Traffic Analysis

Kimley-Horn will complete a screening level analysis for up to three (3) intersection concepts for the intersection of CR 73 and Sunset Trail. This intersection is assumed to be relocated.

Upon review of the previously completed traffic analysis, Kimley-Horn will update the Existing Conditions, No Build Conditions, and Build Conditions analysis, as needed to refine the preliminary design of the project within the study area. Kimley-Horn will only update the Build Conditions analysis for one (1) Build concept. Kimley-Horn assumes that the traffic forecasting done as part of previously completed traffic analysis can be utilized to updated traffic analysis for this task.

The updated traffic analysis will be documented in a technical memo. This memorandum will include any design recommendations related to the traffic analysis such as modifications to roadway geometry or signal operations.

5.3 Intersection Control Evaluations

Kimley-Horn will complete Intersection Control Evaluations (ICE) or Roundabout Justification Reports (RJR) in accordance with MnDOT State Aid requirements for up to three (3) intersections. It is assumed that the proposed modifications to TH 55 and CR 73/South Shore Drive will require an ICE Report. It is assumed that the proposed roundabout at 10th Avenue and South Shore Drive will require an RJR. It is assumed that if a roundabout is the preferred intersection control at CR 73 and Sunset Trail, an RJR will be required.

Task 5 Deliverables: Traffic Count Data, Traffic Memo, ICE Report, and Roundabout Justification Report (2)

TASK 6 – PREPARATION OF PRELIMINARY LAYOUTS

6.1 Compile Base Map and Existing Background Information

Kimley-Horn will compile topographic survey data to generate a base map to be used throughout preliminary design. Topographic survey data will come from Phase 1 (completed by others), survey that will take place in the fall of 2022, and additional survey that may need to be acquired as identified during preliminary design.

6.2 Intersection Concept Alternatives for CSAH 73 Realignment

Kimley-Horn will develop up to three (3) roadway geometry concept alternatives for the realignment of CSAH 73 and the Sunset Trail intersection. We have assumed that a roundabout, a skewed intersection, and offset intersections will be evaluated. We will prepare an exhibit for each of the alternatives that will be used for discussion and to determine a preferred alternative that will be included in the preliminary design layout.

6.3 Prepare Preliminary Design Layout

Kimley-Horn will prepare a preliminary design layout for the project area that includes Phase 1, Phase 2, and Phase 3 improvements. We have assumed that the preliminary layout will identify the following improvements:

- Roadway geometry including intersections, travel lanes, turn lanes, shoulders, curb lines, and sidewalks/trails.
- Roadway typical sections
- Preliminary right-of-way acquisition needs
- Potential stormwater BMP locations
- Existing and proposed storm sewer networks
- Preliminary construction limits

We have assumed that two (2) rounds of review and comments by the City on the preliminary layout will occur prior to completing the finalized preliminary layout. We will document comments provided and design decisions.

6.4 Prepare MnDOT Level 2 Layout

Kimley-Horn will prepare a MnDOT Level 2 layout for review and approval by MnDOT. This layout will incorporate Phase 2 and Phase 3 improvements that are within/adjacent to MnDOT right of way. We have assumed that Phase 1 improvements would be shown on the layout as previously approved improvements.

6.5 Right of Way Identification & Layout

Kimley-Horn will identify locations where additional right of way and/or easements will be required to construct the proposed improvements. Locations will be based on the design shown in the preliminary layout. We will provide a right of way layout that shows the proposed right of way and/or easements for review by City staff. We have assumed that any additional effort necessary to coordinate or acquire the needed right of way and easements will be handled through a separate contract or amendment.

6.6 Engineer's Estimate

Kimley-Horn will prepare a cost estimate of the improvements identified in the preliminary layout. The cost estimate will be broken for each project phase. The cost estimate will be provided to City staff for funding discussions.

Task 6 Deliverables: Intersection Concept Alternatives, Preliminary Design Layout, MnDOT Level 2 Layout, Right of Way Layout, and Engineer's Estimates

TASK 7 – STORMWATER MANAGEMENT

7.1 Stormwater Treatment Requirements

Kimley-Horn will quantify stormwater treatment volume requirements based on disturbed areas, changes in impervious areas, and impacts to existing BMPs. Stormwater treatment will meet applicable NPDES, City, and Bassett Creek Watershed (BCWMC). Stormwater treatment volumes will be calculated based on the improvements identified in the preliminary layout. Kimley-Horn will summarize the findings in a preliminary stormwater management report.

7.2 Identify BMP Locations

Kimley-Horn will identify potential stormwater BMP locations to meet the required treatment volumes. Potential stormwater BMP locations will be used to guide soil boring locations and geotechnical evaluation. We have assumed that any geotechnical evaluation will be handled through a separate contract or amendment.

Task 7 Deliverables: Preliminary Stormwater Management Report

TASK 8 – STATION 73 MODIFICATIONS

8.1 Concept Layout Evaluations

Kimley-Horn will prepare three (3) concept layouts to evaluate the transit station access and operations. One alternative will provide traffic operations as the facility currently operates. The second alternative will provide traffic operations for reversing the bus flow direction. Both of the options will evaluate access to the proposed TH 55 tunnel crossing, evaluate impacts to the adjacent eastern parcel, evaluate a potential location for an electric bike and scooter charging station, and will evaluate micro-mobility drop off areas. A third alternative will involve further coordination with Three Rivers Park District to explore an additional trail connection alternative to the TH 55 tunnel crossing through potential acquisition of the property to the east of the transit station. We have assumed that one (1) round of review and comments by the City will be required before determining a preferred concept layout. The preferred concept layout will be included in the preliminary design layout.

Task 8 Deliverables: Two concept layouts of Station 73.

TASK 9 – ENVISION

9.1 Sustainability Management Plan

Kimley-Horn will collaborate with City staff to prepare a Sustainability Management Plan for the project based on the Envision process, which is a framework that encourages the delivery of sustainable, resilient, and equitable civil infrastructure. The Sustainability Management Plan will review all of the categories identified in the Envision Credit list and determine which categories may apply to the Station 73 TRIP improvements. Once the categories are determined, our Envision Sustainability Professional will coordinate with City staff to evaluate the implementation of measures that would increase the project ratings for these categories.

It is our understanding the Sustainability Management Plan will be used as a tool to guide the decision-making process through the project's design and construction; however, the goal is not to prepare all of the necessary documentation to certify the project through the Envision process.

We have allocated 40 hours of effort for our Envision Sustainability Professional for this task.

9.2 Envision Coordination Meetings

We will meet with City staff throughout the preliminary design process to discuss how the proposed project improvements are rated based the key goals established from the Sustainability Management Plan. One of the primary objectives of these meetings is to determine if changes can be made to the design to improve the project's rating of these key goals. Our scope of work includes up to three (3) Envision coordination meetings that will be attended by up to two Kimley-Horn staff members.

TASK 10 – OPTIONAL TASK

10.1 Noise Analysis

A data request will be submitted to the MnDOT Noise specialist as part of Task 4.1 to confirm if the project will meet Type 1 Federal Aid noise criteria. This task will only be initiated if the project meets Type 1 criteria.

The noise analysis would be conducted per the 2017 MnDOT Noise Policy and other applicable guidance. The noise analysis task would include the following:

- Identification of all noise sensitive areas within 500 feet of proposed construction; this scope assume up to 100 noise sensitive receptors including for proposed trail segments.
- Conducting noise monitoring at up to 4 locations.
- Development of noise models for existing condition, 20-year no build, and 20-year build conditions utilizing the Traffic Noise Model (TNM) software (version 2.5).
- Evaluation of abatement measures at up to 10 locations. This scope assumes that no abatement measures will meet reasonableness and feasibility criteria per MnDOT guidance.
- Preparation of noise report incorporating items identified above.
- Up to two (2) meetings with MnDOT Noise Specialist to review noise analysis preparation and results.

Task 10.1 Deliverables: Draft/Final Noise Report

SERVICES NOT INCLUDED

The scope of services included in this Proposal does not include any of the following:

- Preliminary Design for Phase 1
- Final design
- Construction administration and observation services
- Geotechnical evaluation
- Right of Way acquisition

INFORMATION PROVIDED BY THE CLIENT

We shall be entitled to rely on the completeness and accuracy of all information provided by the City. We have assumed that the City will provide the following information for our use:

- As-builts
- Engineering standards
- Phase 1 design files

SCHEDULE

We will provide our services as expeditiously as practicable to meet a final agreed upon schedule. A preliminary schedule is attached detailing our approach to allow the project to stay on track for construction in 2025. We will review and update the project schedule as a part of the project kick-off meeting and will update it monthly for the duration of the project.

FEE AND BILLING

Kimley-Horn will provide the scope of services identified in this Proposal on an hourly labor fee plus expense basis. The following is a summary of the estimated fees and expenses for the tasks identified in the scope of services.

Work Task	Estimated Amount
Task 1 – Project Management	$14,250
Task 2 – Public Agency Coordination	$23,040
Task 3 – Public Engagement	$24,970
Task 4 – Environmental Review	$35,550
Task 5 – Traffic and Corridor Study	$44,700
Task 6 – Preparation of Preliminary Layouts	$85,750
Task 7 – Stormwater Management	$14,940
Task 8 – Station 73 Modifications	$15,000
Task 9 – Envision	$11,700
Reimbursable Expenses	$23,700
Total Estimated Fees and Expenses	**$293,600**
Task 10 – Optional Task (Noise Analysis)	$27,360

A detailed spreadsheet identifying the estimated hours and costs for each task is attached for your information. Labor fee will be billed according to our current standard hourly rate schedule. Fees will be invoiced monthly based on the actual services performed and expenses incurred.

If you concur with all the foregoing and wish to direct us to proceed with the services, it is our understanding that the City will prepare an agreement for our review and execution. This Proposal will serve as the scope or services, estimated cost, and schedule to be included in the work order. Fees and times stated in this Proposal are valid for sixty (60) days after the date of this letter.

We appreciate the opportunity to work with City of Plymouth on this project. Please contact me if you have questions or you need any additional information.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

Chadd B. Larson, P.E.
Vice President

Attachments:

- Detailed Fee Spreadsheet
- Project Schedule

Copy: Project File

DETAILED FEE ESTIMATE
PRELIMINARY DESIGN SERVICES STATION 73 TRANSIT AND REGIONAL IMPROVEMENT PROGRAM
CITY OF PLYMOUTH

PREPARED BY: KIMLEY-HORN & ASSOCIATES, INC.
December 1, 2022

TASK	PROJECT/TASK MANAGER	PROFESSIONAL ENGINEER	GRADUATE PROFESSIONAL	CAD TECHNICIAN	CLERICAL	SUB-CONSULTANT	TOTAL KHA COST	TOTAL HOURS
TASK 1: PROJECT MANAGEMENT								
1.1 Administration	8	8			12		$4,260	28
1.2 General Coordination	8	8					$3,240	16
1.3 Quality Control and Quality Assurance (QC/QA) Functions	12	12					$4,860	24
1.4 Project Schedule		6	6				$1,890	12
TASK 1 SUBTOTAL	**28**	**34**	**6**	**0**	**12**	**$0**	**$14,250**	**80**
TASK 2: PUBLIC AGENCY COORDINATION								
2.1 PMT Meetings (7 Total)	28	28			14		$12,530	70
TASK 2: PUBLIC AGENCY COORDINATION	2	4	4				$1,710	10
2.3 Agency Coordination Meetings (6 total)	12	12		18			$7,560	42
2.4 City Council Meeting (1 total)	4				4		$1,240	8
TASK 2 SUBTOTAL	**46**	**44**	**4**	**18**	**18**	**$0**	**$23,040**	**130**
TASK 3: PUBLIC ENGAGEMENT								
3.1 Online Public Engagement	4	16	25		60		$12,255	105
3.2 Targeted Outreach - Manufactured Home Community	2	8	20		20		$6,290	50
3.3 Project Summary Board and Pamphlet	4	10	15		20		$6,425	49
TASK 3 SUBTOTAL	**10**	**34**	**60**	**0**	**100**	**$0**	**$24,970**	**204**
TASK 4: ENVIRONMENTAL REVIEW								
4.1 Prepare Categorical Exclusion Document	4	30	100				$19,800	134
4.2 Section 4(f) De Minimis Evaulation		14	40				$7,920	54
4.3 Wetland Delination		6	50				$7,830	56
TASK 4 SUBTOTAL	**4**	**50**	**190**	**0**	**0**	**$0**	**$35,550**	**244**
TASK 5: TRAFFIC AND CORRIDOR STUDY								
5.1 Review Previous Studies	6	16	18	10			$8,160	50
5.2 Additional Traffic Analysis	4	18	70				$13,590	92
5.3 Intersection Control Evaluations	6	45	100				$22,950	151
TASK 5 SUBTOTAL	**16**	**79**	**188**	**10**	**0**	**$0**	**$44,700**	**293**
TASK 6: PREPARATION OF PRELIMINARY LAYOUTS								
6.1 Compile Base Map and Existing Background Information		2	4	20			$3,900	26
6.2 Intersection Concept Alternatives for CSAH 73 Realignment	6	10	40	40			$14,550	96
6.3 Prepare Preliminary Design Layout	12	30	100	120			$39,600	262
6.4 Prepare MnDOT Level 2 Layout	8	16	50	50	10		$19,780	134
6.5 Right of Way Identification & Layout	2	8	20				$4,590	30
6.6 Engineer's Estimate	2	4	16				$3,330	22
TASK 6 SUBTOTAL	**30**	**70**	**230**	**230**	**10**	**$0**	**$85,750**	**570**

DETAILED FEE ESTIMATE
PRELIMINARY DESIGN SERVICES STATION 73 TRANSIT AND REGIONAL IMPROVEMENT PROGRAM
CITY OF PLYMOUTH

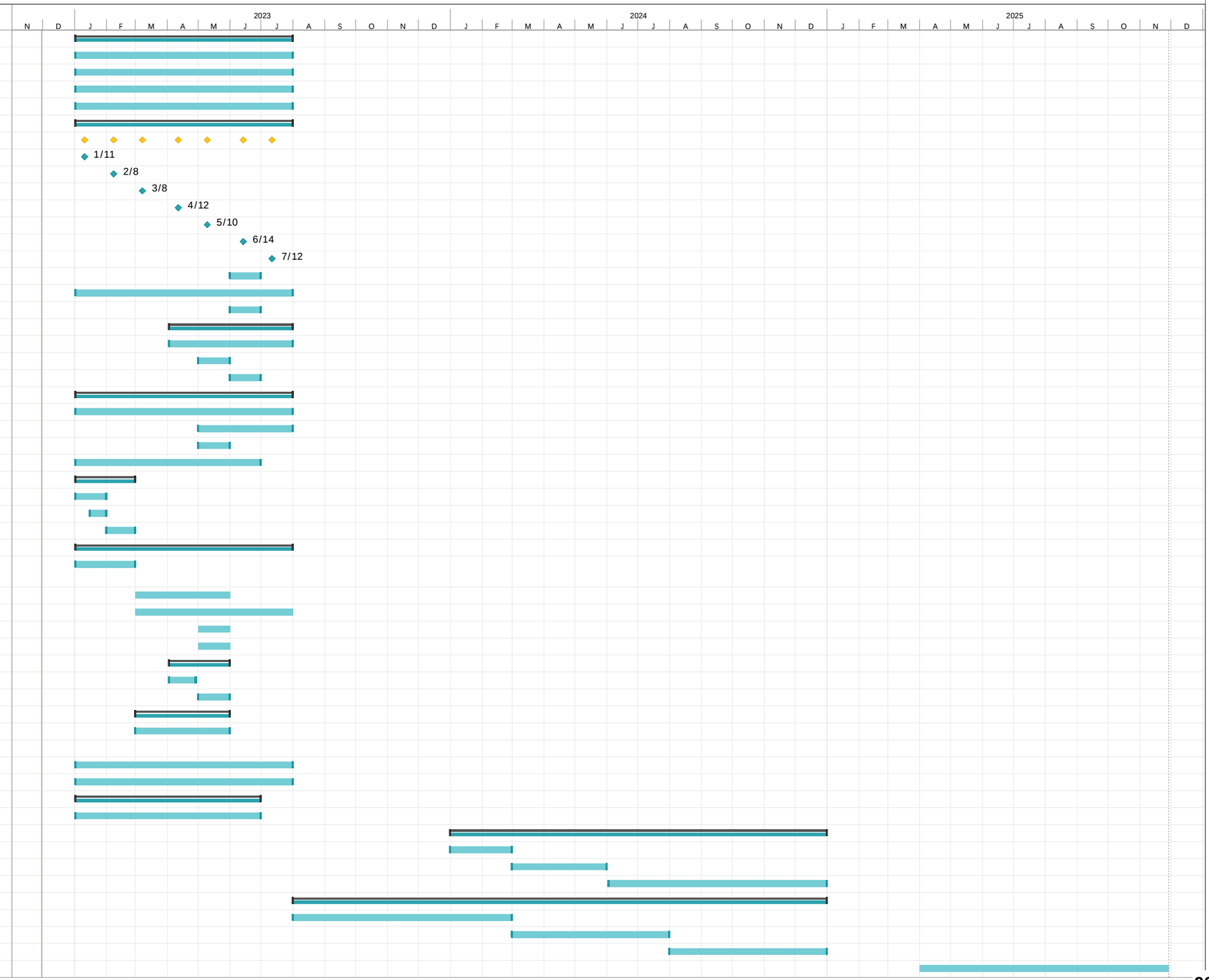
PREPARED BY: KIMLEY-HORN & ASSOCIATES, INC.
December 1, 2022

TASK	PROJECT/TASK MANAGER	PROFESSIONAL ENGINEER	GRADUATE PROFESSIONAL	CAD TECHNICIAN	CLERICAL	SUB-CONSULTANT	TOTAL KHA COST	TOTAL HOURS
TASK 7: STORMWATER MANAGEMENT								
7.1 Stormwater Treatment Requirements	8	15	40				$9,900	63
7.2 Identify BMP Locations	4	8	20				$5,040	32
TASK 7 SUBTOTAL	**12**	**23**	**60**	**0**	**0**	**$0**	**$14,940**	**95**
TASK 8: STATION 73 MODIFICATIONS								
8.1 Concept Layout Evaluations	8	10	40	40			$15,000	98
TASK 8 SUBTOTAL	**8**	**10**	**40**	**40**	**0**	**$0**	**$15,000**	**98**
TASK 9: ENVISION								
9.1 Sustainability Management Plan	40						$9,000	40
9.2 Envision Coordination Meetings	12						$2,700	12
TASK 9 SUBTOTAL	**52**	**0**	**0**	**0**	**0**	**$0**	**$11,700**	**52**
TOTALS	**206**	**344**	**778**	**298**	**140**	**$0**	**$269,900**	**1766**
REIMBURSABLE EXPENSES							**$23,700**	
PROJECT TOTALS							**$293,600**	

TASK 10: OPTIONAL TASK								
10.1 Noise Analysis	8	40	136				$27,360	184
TASK 10 SUBTOTAL	**8**	**40**	**136**	**0**	**0**	**$0**	**$27,360**	**184**

City of Plymouth
Preliminary Design Services Station 73
Project Schedule
December 2022

ID	Task Name	Start	Finish
1	TASK 1: PROJECT MANAGEMENT	Mon 1/2/23	Mon 7/31/23
2	1.1 Administration	Mon 1/2/23	Mon 7/31/23
3	1.2 General Coordination	Mon 1/2/23	Mon 7/31/23
4	1.3 Quality Assurance and Quality Control (QA/QC)	Mon 1/2/23	Mon 7/31/23
5	1.4 Project Schedule	Mon 1/2/23	Mon 7/31/23
6	TASK 2: PUBLIC AGENCY COORDINATION	Mon 1/2/23	Mon 7/31/23
7	2.1 PMT Meetings	Wed 1/11/23	Wed 7/12/23
8	PMT #1	Wed 1/11/23	Wed 1/11/23
9	PMT #2	Wed 2/8/23	Wed 2/8/23
10	PMT #3	Wed 3/8/23	Wed 3/8/23
11	PMT #4	Wed 4/12/23	Wed 4/12/23
12	PMT #5	Wed 5/10/23	Wed 5/10/23
13	PMT #6	Wed 6/14/23	Wed 6/14/23
14	PMT #7	Wed 7/12/23	Wed 7/12/23
15	2.2 Utility Coordination Meeting	Thu 6/1/23	Fri 6/30/23
16	2.3 Agency Coordination Meetings	Mon 1/2/23	Mon 7/31/23
17	2.4 City Council Meeting	Thu 6/1/23	Fri 6/30/23
18	TASK 3: PUBLIC ENGAGEMENT	Mon 4/3/23	Mon 7/31/23
19	3.1 Online Public Engagement	Mon 4/3/23	Mon 7/31/23
20	3.2 Targeted Outreach - Manufactured Home Community	Mon 5/1/23	Wed 5/31/23
21	3.3 Project Summary Board & Pamphlet	Thu 6/1/23	Fri 6/30/23
22	TASK 4: ENVIRONMENTAL REVIEW	Mon 1/2/23	Mon 7/31/23
23	4.1 Prepare Categorical Exclusion Document	Mon 1/2/23	Mon 7/31/23
24	4.2 Section 4(f) De Minimis Evaluation	Mon 5/1/23	Mon 7/31/23
25	4.3 Wetland Delineation	Mon 5/1/23	Wed 5/31/23
26	4.4 Noise Analysis (Optional)	Mon 1/2/23	Fri 6/30/23
27	TASK 5: TRAFFIC AND CORRIDOR STUDY	Mon 1/2/23	Tue 2/28/23
28	5.1 Review Previous Studies	Mon 1/2/23	Tue 1/31/23
29	5.2 Additional Traffic Analysis	Mon 1/16/23	Tue 1/31/23
30	5.3 Intersection Control Evaluations	Wed 2/1/23	Tue 2/28/23
31	TASK 6: PREPARATION OF PRELIMINARY LAYOUTS	Mon 1/2/23	Mon 7/31/23
32	6.1 Compile Base Map and Existing Background Information	Mon 1/2/23	Tue 2/28/23
33	6.2 Prepare Preliminary Design Layout	Wed 3/1/23	Wed 5/31/23
34	6.3 Prepare MnDOT Level 2 Layout	Wed 3/1/23	Mon 7/31/23
35	6.4 Right of Way Identification & Layout	Mon 5/1/23	Wed 5/31/23
36	6.5 Engineers Estimate	Mon 5/1/23	Wed 5/31/23
37	TASK 7: STORMWATER MANAGEMENT	Mon 4/3/23	Wed 5/31/23
38	7.1 Stormwater Treatment Requirements	Mon 4/3/23	Fri 4/28/23
39	7.2 Identify BMP Locations	Mon 5/1/23	Wed 5/31/23
40	TASK 8: STATION 73 MODIFICATIONS	Wed 3/1/23	Wed 5/31/23
41	8.1 Concept Layout Evaluations	Wed 3/1/23	Wed 5/31/23
42	TASK 9: ENVISION		
43	9.1 Sustainability Management Plan	Mon 1/2/23	Mon 7/31/23
44	9.2 Envision Coordination Meetings	Mon 1/2/23	Mon 7/31/23
45	TASK 10: OPTIONAL TASK	Mon 1/2/23	Fri 6/30/23
46	10.1 Noise Analysis	Mon 1/2/23	Fri 6/30/23
47	TASK 11: RIGHT OF WAY (NOT IN CONTRACT)	Mon 1/1/24	Tue 12/31/24
48	11.1 Parcel Exhibits and Legal Descriptions	Mon 1/1/24	Thu 2/29/24
49	11.2 Appraisals	Fri 3/1/24	Fri 5/31/24
50	11.3 Negotiations and Acquisitions	Mon 6/3/24	Tue 12/31/24
51	TASK 12: FINAL DESIGN (NOT IN CONTRACT)	Tue 8/1/23	Tue 12/31/24
52	12.1 60% Plans	Tue 8/1/23	Thu 2/29/24
53	12.2 90% Plans	Fri 3/1/24	Wed 7/31/24
54	12.3 Final Plans	Thu 8/1/24	Tue 12/31/24
55	TASK 13: CONSTRUCTION (NOT IN CONTRACT)	Tue 4/1/25	Fri 11/28/25



CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION DESIGNATING CONSULTING ENGINEER FOR THE STATION 73 TRANSIT AND REGIONAL IMPROVEMENT PROGRAM (TRIP) PRELIMINARY DESIGN (ST230003)

WHEREAS, the Station 73 Transit and Regional Trail Improvement Program (TRIP) listed in the proposed 2022-2031 Capital Improvement Program; and

WHEREAS, the project involves constructing pedestrian and regional bicycle trail systems, a Highway 55 pedestrian and bicycle underpass, inline bus platforms on Highway 55, improvements to South Shore Drive and 10th Avenue, realignment of CSAH 73, and Station 73 Transit Station mobility improvements; and

WHEREAS, the project was identified in the Highway 55 Bus Rapid Transit station area improvement microstudy completed by the City; and

WHEREAS, the trail connections contemplated with the project are supported by the Three Rivers Park District Bryant to Eagle Lake Regional Trail master plan; and

WHEREAS, the improvements are supported by the County Road 73 and Highway 55 Small Area Study completed by the City; and

WHEREAS, professional services for preliminary design and final design of improvements on Highway 55 have been approved by the City; and

WHEREAS, Kimley-Horn was designed as the consulting engineering for the final design and bidding services of the improvements along Highway 55; and

WHEREAS, a proposal was received and evaluated by staff; and

WHEREAS, staff recommends Kimley-Horn be designated as the consulting engineer for the preliminary design services for the remaining phases of this project.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that Kimley-Horn is designated as the City's consulting engineer for the Station 73 Transit and Regional Improvement Project (TRIP) (ST230003) in the amount of $293,600.

BE IT FURTHER RESOLVED that the funding for this project shall be from the Transit Fund in the amount of $73,400 and Street Reconstruction Fund in the amount of $220,200.

APPROVED by the City Council on this 13th day of December, 2022.

City of Plymouth

Agenda Number: **6.13**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Ben Scharenbroich, Water Resources Supervisor

Reviewed by: Michael Thompson, Public Works Director

Item: **Award contract and approve cooperative agreement for the Palmer Creek Estates Stream Restoration Project (WR210002)**

1. Action Requested:

Adopt attached resolution awarding contract and approving cooperative agreement for the Palmer Creek Estates Stream Restoration Project (WR210002).

2. Background:

The Palmer Creek Estates Drainage Improvement Project is identified in the 2022-2031 Capital Improvement Program (CIP) for construction in 2022/23. The project will stabilize eroding stream banks, remove accumulated sediment and reduce sediment and nutrients into Bass Lake. On December 1, 2022 five bids were opened for the project as detailed in the attached bid tabulation. Staff reviewed the bid and information submitted by Sunram Construction, Inc. and finds the information acceptable. The bid was 7.4% under the engineers estimate. Staff feels that Sunram Construction, Inc. is capable of conducting the project in accordance with the approved plans and specifications.

A Cooperative Agreement with the Shingle Creek Watershed Management Commission (SCWMC) has been prepared to outline the responsibility of each organization, including: plans and specifications development, project bidding, contract administration, and reimbursement. The agreement specifies all remaining costs beyond watershed funding will be the responsibility of the City.

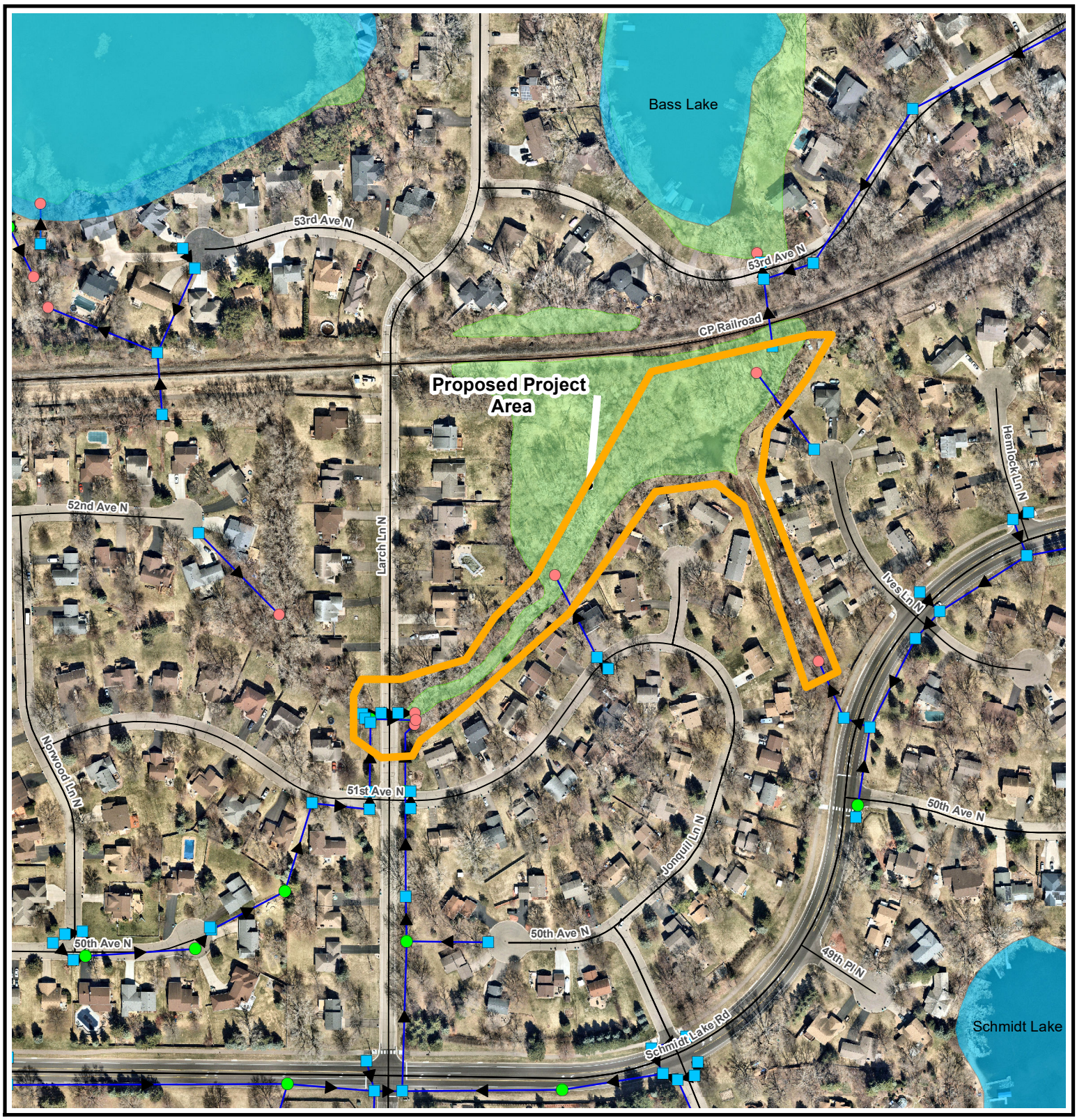
3. Budget Impact:

Improvements for this project are included in the 2022-2031 CIP for construction in 2022/23. The total estimated project cost, including drainage improvements, stream erosion repair, water quality improvements, design, administration, and contingency is $636,300. Funding for the project cost is provided by the SCWMC (maximum not to exceed $636,300) and the water resources fund.

4. Attachments:

Project Location
Recommendation Letter and Bid Tab
SCWMC Agreement
Resolution

Palmer Creek
Drainage Improvement Project



Legend

- Storm Inlet
- Storm Outlet
- Storm Main

Surface Water Resources

- Wetland
- Lakes

0 150 300 600 Feet

N

100

City of Plymouth

Stantec

Memo

To:	Ben Scharenbroich, City of Plymouth Amy Riegel, City of Plymouth	From:	Chris Meehan, PE, Stantec Rena Weis, Stantec
Project/File:	227704142	Date:	December 2, 2022
Subject:	Bid Results – City of Plymouth Palmer Creek Estates Stream Restoration: 22-WR210002		

Council Action Requested

Staff is recommending Council authorize a contingent Notice of Award for the construction of the Palmer Creek Estates Stream Restoration Project. Contingency is related to acquiring the USACE permit, which is expected in the next two weeks.

Bid Results

Five bids were received on Thursday, December 1 for the Palmer Creek Estates Stream Restoration Project. Quote results are summarized below and details are in the attached table.

Contractor	Bid Amount
• Sunram Construction, Inc.	$ 558,098.00
• New Look Contracting, Inc.	$ 579,237.00
• Rachel Contracting, LLC	$ 729,813.85
• Meyer Contracting, Inc.	$ 746,443.81
• Bituminous Roadways, Inc.	$ 747,744.00

The low bid is Sunram Construction, Inc. with a bid of $558,098.00. The Engineer's estimate was $602,500.00.

Stantec has reached out to Sunram and confirmed their commitment to the bid.

Engineer's Recommendation

The bids were competitive, and the low bid came in under the Engineer's estimate. Therefore, Stantec recommends that the project be awarded to Sunram Construction, Inc. in the amount of 558,098.00.

Stantec Consulting Services Inc.

Chris Meehan
Senior Water Resources Engineer / Project Manager
Phone: 763-252-6844
Christopher.meehan@stantec.com

Attachments:
- Bid Tab

Palmer Creek Estates Drainage Improvement Project (#8317326)
Owner: Plymouth MN, City of
Solicitor: Plymouth MN, City of
12/01/2022 10:30 AM CST

				Engineer Estimate		Sunram Construction, Inc.		New Look Contracting, Inc.		Rachel Contracting, LLC		Meyer Contracting Inc.		Bituminous Roadways Inc.	
Line Item	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Base Bid Section					**$602,500.00**		**$558,098.00**		**$579,237.00**		**$729,813.85**		**$746,443.81**		**$747,744.00**
1	MOBILIZATION/DEMOBILIZATION	LS	1	$22,000.00	$22,000.00	$26,550.50	$26,550.50	$15,000.00	$15,000.00	$88,060.70	$88,060.70	$39,992.90	$39,992.90	$36,250.00	$36,250.00
2	TRAFFIC CONTROL	LS	1	$7,500.00	$7,500.00	$18,500.00	$18,500.00	$6,550.00	$6,550.00	$6,893.90	$6,893.90	$5,850.00	$5,850.00	$9,850.00	$9,850.00
3	TEMPORARY CONSTRUCTION ENTRANCE - MAINTAINED	EA	3	$2,000.00	$6,000.00	$800.00	$2,400.00	$2,500.00	$7,500.00	$6,022.00	$18,066.00	$1,000.00	$3,000.00	$1,450.00	$4,350.00
4	STREET SWEEPER (WITH PICKUP BROOM)	HR	12	$125.00	$1,500.00	$155.00	$1,860.00	$1.00	$12.00	$183.75	$2,205.00	$140.00	$1,680.00	$180.00	$2,160.00
5	SEDIMENT CONTROL LOG TYPE STRAW (BIOROLL) - MAINTAINED	LF	110	$6.00	$700.00	$4.00	$440.00	$8.00	$880.00	$6.60	$726.00	$4.68	$514.80	$4.00	$440.00
6	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	5	$250.00	$1,300.00	$150.00	$750.00	$250.00	$1,250.00	$474.30	$2,371.50	$494.36	$2,471.80	$190.00	$950.00
7	CLEAR TREE (GREATER THAN 6" DBH)	EA	69	$650.00	$44,900.00	$685.00	$47,265.00	$650.00	$44,850.00	$766.00	$52,854.00	$574.60	$39,647.40	$585.00	$40,365.00
8	CLEARING AND GRUBBING	SY	450	$2.50	$1,200.00	$3.25	$1,462.50	$25.00	$11,250.00	$3.65	$1,642.50	$22.98	$10,341.00	$23.00	$10,350.00
9	CLASS II RIPRAP, ANGULAR, GRANITE	TON	740	$110.00	$81,400.00	$70.00	$51,800.00	$85.00	$62,900.00	$92.80	$68,672.00	$111.39	$82,428.60	$84.00	$62,160.00
10	CLASS III RIPRAP, ANGULAR, GRANITE	TON	30	$110.00	$3,300.00	$70.00	$2,100.00	$120.00	$3,600.00	$89.00	$2,670.00	$179.16	$5,374.80	$84.00	$2,520.00
11	CLASS IV RIPRAP, ANGULAR, GRANITE	TON	185	$90.00	$16,700.00	$70.00	$12,950.00	$120.00	$22,200.00	$111.20	$20,572.00	$147.28	$27,246.80	$97.00	$17,945.00
12	MUCK EXCAVATION (EV) - TIER 2 - OFFSITE DISPOSAL	CY	1030	$80.00	$82,400.00	$35.00	$36,050.00	$45.00	$46,350.00	$70.70	$72,821.00	$82.07	$84,532.10	$68.00	$70,040.00
13	TOPSOIL BORROW (CV)	CY	100	$65.00	$6,500.00	$54.50	$5,450.00	$1.00	$100.00	$131.50	$13,150.00	$58.94	$5,894.00	$44.00	$4,400.00
14	EROSION CONTROL BLANKET (CATEGORY 25)	SY	6560	$3.00	$19,700.00	$2.35	$15,416.00	$2.50	$16,400.00	$2.65	$17,384.00	$9.38	$61,532.80	$2.50	$16,400.00
15	WOVEN EROSION CONTROL BLANKET (COIR MAT)	SY	1300	$6.00	$7,800.00	$3.05	$3,965.00	$4.50	$5,850.00	$4.70	$6,110.00	$10.88	$14,144.00	$4.40	$5,720.00
16	REMOVE STORM SEWER PIPE	LF	38	$100.00	$3,800.00	$52.00	$1,976.00	$20.00	$760.00	$41.60	$1,580.80	$40.60	$1,542.80	$19.00	$722.00
17	REMOVE STORM SEWER STRUCTURE	EA	1	$2,500.00	$2,500.00	$4,000.00	$4,000.00	$875.00	$875.00	$790.90	$790.90	$731.88	$731.88	$950.00	$950.00
18	10' DIA DIVERSION STRUCTURE	EA	1	$60,000.00	$60,000.00	$67,775.00	$67,775.00	$70,000.00	$70,000.00	$88,847.60	$88,847.60	$56,752.07	$56,752.07	$84,040.00	$84,040.00
19	10' DIA HYDRODYNAMIC SEPARATOR	EA	1	$75,000.00	$75,000.00	$119,575.00	$119,575.00	$125,000.00	$125,000.00	$117,744.60	$117,744.60	$148,636.22	$148,636.22	$155,300.00	$155,300.00
20	8' DIA HYDRODYNAMIC SEPARATOR	EA	1	$70,000.00	$70,000.00	$89,875.00	$89,875.00	$75,000.00	$75,000.00	$89,382.00	$89,382.00	$95,892.30	$95,892.30	$112,550.00	$112,550.00
21	REPAIR 48" RC PIPE JOINTS	LS	1	$10,000.00	$10,000.00	$3,725.00	$3,725.00	$4,500.00	$4,500.00	$4,415.15	$4,415.15	$3,402.51	$3,402.51	$21,805.00	$21,805.00
22	REMOVE 24" FLARED END SECTION	EA	1	$2,000.00	$2,000.00	$925.00	$925.00	$800.00	$800.00	$687.00	$687.00	$925.45	$925.45	$1,140.00	$1,140.00
23	24" RC FLARED END SECTION	EA	1	$7,500.00	$7,500.00	$3,825.00	$3,825.00	$4,000.00	$4,000.00	$2,679.40	$2,679.40	$4,760.80	$4,760.80	$4,450.00	$4,450.00
24	30" PVC STORM SEWER	LF	32	$175.00	$5,600.00	$280.00	$8,960.00	$300.00	$9,600.00	$318.25	$10,184.00	$390.74	$12,503.68	$371.00	$11,872.00
25	SALVAGE FOOTBRIDGE	LS	1	$3,500.00	$3,500.00	$185.00	$185.00	$1,750.00	$1,750.00	$1,353.30	$1,353.30	$136.41	$136.41	$27,550.00	$27,550.00
26	SALVAGE AND STOCKPILE FENCE	LF	40	$36.00	$1,500.00	$14.00	$560.00	$40.00	$1,600.00	$8.50	$340.00	$13.64	$545.60	$30.00	$1,200.00
27	REMOVE BITUMINOUS TRAIL	SY	40	$10.00	$400.00	$9.00	$360.00	$18.00	$720.00	$37.30	$1,492.00	$11.46	$458.40	$24.00	$960.00
28	PATCH BITUMINOUS TRAIL	SY	40	$100.00	$4,000.00	$35.00	$1,400.00	$75.00	$3,000.00	$55.20	$2,208.00	$88.07	$3,522.80	$110.00	$4,400.00
29	REMOVE BITUMINOUS ROAD PAVEMENT	SY	120	$10.00	$1,200.00	$15.00	$1,800.00	$18.00	$2,160.00	$14.05	$1,686.00	$13.70	$1,644.00	$28.00	$3,360.00
30	PATCH BITUMINOUS ROAD PAVEMENT	SY	120	$120.00	$14,400.00	$50.00	$6,000.00	$105.00	$12,600.00	$83.70	$10,044.00	$101.89	$12,226.80	$105.00	$12,600.00
31	REMOVE AND REPLACE CONCRETE CURB & GUTTER	LF	50	$150.00	$7,500.00	$100.00	$5,000.00	$125.00	$6,250.00	$112.30	$5,615.00	$71.07	$3,553.50	$92.00	$4,600.00
32	MNDOT SEED MIX 25-151 (RESIDENTIAL TURF, 120 PLS)	LB (PLS)	20	$45.00	$900.00	$22.00	$440.00	$23.00	$460.00	$23.60	$472.00	$20.82	$416.40	$22.00	$440.00
33	MNDOT SEED MIX 34-181 (RIPARIAN SOUTH AND WEST, 5 PLS)	LB (PLS)	5	$40.00	$200.00	$54.00	$270.00	$58.00	$290.00	$58.90	$294.50	$52.04	$260.20	$55.00	$275.00
34	MNDOT SEED MIX 36-711 (WOODLAND EDGE CENTRAL, 71 PLS)	LB (PLS)	80	$30.00	$2,400.00	$76.00	$6,080.00	$80.00	$6,400.00	$82.00	$6,560.00	$72.33	$5,786.40	$77.00	$6,160.00
35	TEMPORARY SEED AND STABILIZATION MNDOT SEED 21-112	SY	6560	$3.00	$19,700.00	$0.55	$3,608.00	$0.50	$3,280.00	$0.60	$3,936.00	$0.52	$3,411.20	$0.75	$4,920.00
36	1 YEAR - VEGETATION ESTABLISHMENT AND MAINTENANCE	LS	1	$7,500.00	$7,500.00	$4,800.00	$4,800.00	$5,500.00	$5,500.00	$5,303.00	$5,303.00	$4,683.39	$4,683.39	$4,550.00	$4,550.00
Base Bid Total:					**$602,500.00**		**$558,098.00**		**$579,237.00**		**$729,813.85**		**$746,443.81**		**$747,744.00**

COOPERATIVE AGREEMENT
FOR
PALMER LAKE ESTATES STREAM RESTORATION PROJECT

This Agreement is made as of this _____ day of _____ 2022, by and between the Shingle Creek Watershed Management Commission, a joint powers watershed management organization (hereinafter the "Commission"), and the City of Plymouth, a Minnesota municipal corporation (hereinafter the "City").

WITNESSETH:

WHEREAS, the Commission has adopted the Shingle Creek and West Mississippi Third Generation Watershed Management Plan on April 11, 2013 and as amended seven times (the "Plan"), a watershed management plan within the meaning of Minn. Stat., § 103B.231; and

WHEREAS, the Plan includes a capital improvement program ("CIP") that lists a number of water quality project capital improvements; and

WHEREAS, the water quality projects identified in the CIP include the Palmer Lake Estates Stream Restoration project more fully described in Attachment One to this Agreement, which is hereby made a part hereof (the "Project"); and

WHEREAS, the Plan specifies that projects in the CIP will be partially funded by a County tax levy under Minn. Stat., § 103B.251; and

WHEREAS, on September 9, 2021, the Commission adopted a resolution ordering the Project, directing that it be constructed by the City and that the Commission's share of the Project costs be certified to Hennepin County for payment in accordance with Minn. Stat., § 103B.251; and

WHEREAS, it is expected that Hennepin County will levy taxes throughout the watershed for the Project, for collection and settlement in 2022; and

WHEREAS, the City is willing to construct the Project on the terms and conditions hereinafter set forth.

NOW, THEREFORE, ON THE BASIS OF THE PREMISES AND MUTUAL COVENANTS AND AGREEMENTS HEREINAFTER SET FORTH, THE PARTIES AGREE AS FOLLOWS:

1. The Project will consist of improvements in the City as more fully described on Attachment One.

2. The City will design the Project and prepare plans and specifications for construction of the Project. Plans and specifications are subject to approval by the Commission's consulting engineer and the City of Plymouth City Engineer.

3. The City will advertise for bids and award contracts in accordance with the requirements of law. The City will award the contract and supervise and administer the construction of the Project to assure that it is completed in accordance with plans and specifications. The City will require the contractor to provide all payment and performance bonds required by law. The City will require that the Commission be named as additional insured on all liability policies required by the City of the contractor. The City will require that the contractor defend, indemnify, protect and hold harmless the Commission and the City, their agents, officers, and employees, from all claims or actions arising from performance of the work of the Project conducted by the contractor. The City will supervise the work of the contractor. However, the Commission may observe and review the work of the Project until it is completed.

4. The City will pay the contractor and all other expenses related to the construction of the Project and keep and maintain complete records of such costs incurred.

5. The Commission will use its best efforts to secure payment from the County in accordance with Minn. Stat., § 103B.251 in the amount of Six Hundred Thirty Six Thousand Three Hundred Dollars ($636,300). It is understood that tax settlement from the County is not expected to occur until 2022.

   Out-of-pocket costs related to the Project, incurred and paid by the Commission for publication of notices, securing County tax levy, preparation of contracts, review of proposed contract documents and administration of this contract shall be repaid from the Commission's Closed Projects Account. Reimbursement to the City will be made on completion of the project and submittal of as-builts. Reimbursement to the City will be made as soon as funds are available provided a request for payment has been received from the City providing such detailed information as may be requested by the Commission to substantiate costs and expenses.

6. Reimbursement to the City will be 100 percent of the final cost of the project, not to exceed $636,300. All costs of the Project incurred by the City in excess of such reimbursement, including all costs incurred in excess of estimated project costs due to unforeseen conditions or any other cause, shall be borne by the City or secured by the City from other sources.

7. All City books, records, documents, and accounting procedures related to the Project are subject to examination by the Commission.

8. The City will secure all necessary local, state, or federal permits required for the construction of the Project.

9. The project will be constructed on land owned or easements held by the City.

10. The City will have ownership of the associated improvements, and will maintain them in good operating condition in perpetuity or until such time as they are replaced with like improvements.

11. The City will defend, indemnify, protect and hold harmless the Commission and its agents, officers, and employees, from any claims arising out of the design, construction, or

maintenance of the Project, including environmental claims. Nothing herein shall be deemed a waiver of the limitations of liability in Minnesota Statutes, Chapter 466.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers on behalf of the parties as of the day and date first above written.

SHINGLE CREEK WATERSHED
MANAGEMENT COMMISSION

By:_____
Its Chair

And by:_____
Its Administrator

CITY OF PLYMOUTH

By: _____
Its Mayor

And by: _____
Its Manager

ATTACHMENT ONE
Palmer Lake Estates Stream Restoration Project

Stantec

Memo

To:	Chris LaBounty, PE Ben Scharenbroich Water Resources Supervisor City of Plymouth	From:	Josh Accola, PE, Stantec Consulting Services, Inc. Brendan Barth, EIT, Stantec Consulting Services, Inc.
File:	227704233	Date:	March 14, 2022

Reference: Palmer Creek Estates Stream Stabilization Feasibility Report

INTRODUCTION

The City of Plymouth commissioned the development of a Feasibility Study for channel stabilization of approximately 1,400 lineal feet of two channels just upstream (south) of Bass Lake and downstream of Larch Lane N and Schmidt Lake Road, collectively known as the Palmer Creek Estates Stream Restoration. The channels are located within the Palmer Creek Estates Subdivision. The west channel is referred to on some maps as Bass Creek and drains from southwest to northeast. Within this report the west channel shall hereby referred to as Schmidt Channel. This reach of Schmidt Channel is approximately 990-feet long from Larch Lane N to the Railroad. The east channel, hereby referred to as Ives Channel, drains southeast to northwest and conveys flow from upstream Schmidt Lake. Ives Channel is approximately 390-feet long from Schmidt Lake Road to the confluence with Schmidt Channel (Wetland 1, see Attachment 2, Wetland Delineation Report, Figure 5). The City also wanted to consider opportunities for additional water quality ponding or other treatment in the project area by considering two alternatives for BMP development of the existing wetland and/or City owned parcel (1111822240009) near the confluence of the two channels.

Schmidt and Ives Channels are within the Shingle Creek watershed and the goal of the project is to reduce total phosphorus (TP) and total suspended solids (TSS) loading to Bass Lake as part of the reductions needed to satisfy TMDL requirements. Bass Lake was placed on the impaired waters list in 2002 for aquatic recreation because the lakes exceed the water quality standard for nutrients. Excess nutrients such as phosphorus from stormwater runoff create poor water quality conditions causing frequent summer algal blooms, which limit recreational activities.

PURPOSE

The purpose of this Feasibility Study is to identify the benefit and cost of a channel restoration and possible BMP project on Schmidt and Ives Channels in the Shingle Creek watershed upstream of Bass Lake. The primary goal of the project is to reduce TP and TSS loading to Bass Lake as part of the reductions needed to satisfy TMDL Requirements. A secondary goal for the project is to incorporate stream restoration and water quality components that will improve dissolved oxygen and enhance aquatic and upland habitat availability.

STUDY AREA DESCRIPTION

The study area is located in the Bass Lake subwatershed north of Schmidt Lake Road and east of Larch Lane N (Attachment 1 – Figures, 1A – Project Location Figure). The study area is bordered by Ives Lane N to the east, Schmidt Lake Road to the south, Larch Lane N to the west, and the Railroad to the north. Bass Lake is classified as a shallow lake and outlets to Bass Creek on the eastern shore of the lake. The Bass Lake watershed consists of approximately 3,183-acres of predominantly single family residential in the City of Plymouth. Schmidt Channel drains from southwest to northeast. Ives Channel drains from southeast to

northwest to the confluence with Schmidt Channel. Downstream of the confluence, Schmidt Channel drains north under the railroad, where stormwater discharges to Bass Lake.

Stantec conducted a visual inspection of the Schmidt and Ives Channels on June 21, 2021, to evaluate conditions and identify the nature and extent of any channel degradation and its probable cause. The channels are experiencing erosion and mass wasting of the banks. Additionally, resident retaining walls and other debris are ending up in channel. It does not appear that Schmidt and Ives Channel alignments have changed significantly from the channel alignment present in historical photographs dating back to 1953. Historical imagery available is shown in Attachment 1 – Figures, Attachment 1C – Historical Aerial Images.

A significant factor in this soil loss is likely the heavy canopy, which shades out the growth of bank-stabilizing woody and herbaceous vegetation. Flashy stormwater flows erode the unstable, exposed banks, resulting in bank erosion and potential headcutting and/or undercutting. Considering aerial photographs dating back to 1953 (Attachment 1C – Historical Aerial Images), there is a noticeable difference in the canopy cover/density around Schmidt and Ives Channels. Prior to 1989, the photographs show more of a mix of agricultural and range/grassland/light brush vegetation type traditionally encountered in this region before European settlement. Sometime between 1969 and 1989 residential development occurred and resulted in a more wooded area with high canopy cover over the channels. This area became more overgrown and wooded as is evidence by the photography from 1989 to 2020. As the areas became more wooded and as the site visit confirmed, the area has minimal grass growth or other ground cover. We understand that tree removal can be a contentious topic on any project. However, we believe that selectively clearing a buffer area along Schmidt Channel will provide the most efficient and cost-effective long-term improvement to the channel and side slopes contributing sediment erosion while providing a more ecologically rich understory. Additionally, removing trees that are beginning to fall into the channel will eliminate a future source of the debris. While onsite we encountered predominantly 100% shade on the ground with minimal ground cover growth where active surface erosion was occurring. There were examples on the streambank where a hole in the canopy allowed sunlight to penetrate to the ground and in these locations, heavy grass growth was observed with no surface and minimal bank erosion occurring.

WETLAND DELINEATION

Stantec performed a wetland delineation within the Palmer Creek Estates Channels (Schmidt Channel and Ives Channel) Stabilization Feasibility Study project area. The field delineation was conducted August 5, 2021. The Wetland Delineation Report has been included in Attachment 2 of this memorandum. Please note that reference within the report to Schmitt and Ives Creek is meant to be Schmitt and Ives Channels within the Palmer Creek Estates subdevelopment.

HYDROLOGY AND HYDRAULICS

Bankfull height, average channel cross section and approximate profile observed/measured during the site visit were utilized to estimate flow data for channel stabilization. Additionally, bounding culverts flow characteristics were considered in selecting a design flow rate. The average slope of Schmidt Channel over the length of proposed stabilization is approximately 0.25%. Bankfull indicators were consistently about 2 feet higher than the channel bottom. Based on field observations and measurements, a typical cross section was approximated for Schmidt Channel. as a 7.5’ bottom trapezoidal section with 2:1 sideslopes. A Manning’s n-value of 0.05 was estimated for the channel corresponding to an unmaintained channel with clean bottom, with brush on sides. Based on this hydraulic characterization the bankfull flow/discharge is estimated at using Manning’s equation within FWHA’s Hydraulic Toolbox Software. Bankfull discharge is commonly thought of as the flow that fills the

channel up to the top of banks, prior to flooding. For undisturbed, poised streams with wide floodplains, this definition would be correct. However, since many streams have degraded or down cut, through natural processes or induced by development, the discharge to fill the stream to the top of banks is a misnomer of bankfull discharge. Bankfull discharge can also be called the channel-forming discharge. Bankfull flows tend to occur fairly frequently, on the average every two out of three years (1.5-year recurrence interval). Because bankfull floods occur frequently, they move the most sediment over time and shape the stream channel itself. Estimated bankfull capacity of Schmidt Channel is approximately 43 cfs.

Hydraulic calculations show the Schmidt Channel bankfull velocity, V = 1.9 feet per second (fps) and the bankfull shear stress, t = 0.3 pounds per square foot (psf). Table 1 shows permissible velocity and shear stress for different channel types; bare soil, long native grasses, and riprap.

Table 1. Permissible Velocity and Shear Stress for Channel Materials.

Boundary Type	Permissible Velocity (ft/sec)	Permissible Shear Stress (lb/sq ft)
Bare Soil - Silty Loam (noncolloidal)	1.75 – 2.25	0.045 – 0.05
Long Native Grasses	4 – 6	1.2 – 1.7
MN DOT Class II Riprap (12" D_{50})	10 – 13	5.1

(Fischenich, C. 2001)

A comparison shows that current conditions are at the threshold for eroding the stream banks and that reestablishing a native grass buffer would offer sufficient protection from future erosion. However, with canopy thinning unlikely a hard armor, rock riprap solution is suggested. While native vegetation would provide more benefits and a more natural channel it is anticipated that vegetation will be unable to be established on channel banks without significant canopy thinning.

Ives Channel had been previously restored near its confluence with Schmidt Channel at the wetland, with riprap and geotextile fabric which appears stable. Only the upper portion of the Ives Channel is proposed for stabilization where there is inadequate vegetative ground cover. Therefore, flow or discharge estimates were not necessary as the proposed stabilization will mimic the previously restored section.

CONCEPT DESIGN FOR CHANNEL STABILIZATION AND BMP ALTERNATIVES

The proposed Palmer Creek Estates Channels project will stabilize approximately 1,400 feet of streambank using hard armoring on banks and revegetation techniques above banks. Stabilization of streambanks will reduce the transport of sediment-attached phosphorus from these channels to downstream Bass Lake. Stantec evaluated the conditions of Schmidt and Ives Channels and identified the most appropriate stabilization measures, including bioengineering practices such as:

- resloping of outer bend banks less than 4-feet in height, cut banks and inner bends
- resloping of bank slopes and installation of riprap on bank slopes at 1H:1V to height of approximately 3-feet
- revegetation and stabilization on 3:1 slope above banks to match into existing grade (canopy thinning would be required)

There is approximately 1,700-feet (850-feet of channel x both sides) of Schmidt Channel and approximately 780-feet (290-feet of channel x both sides) of Ives Channel streambank in need of stabilization. Approximately

150-feet of Ives Channel was previously restored and is in relatively good condition. This length does not include the wetland at the confluence of the two channels.

Vegetating the banks rather than hard armoring was considered first to promote natural channel design. However, to establish vegetation, canopy cover would need to be thinned. We understand that tree removal can be a contentious topic on any project. However, because of previous experience in Plymouth it is expected that adjacent property owners will be in opposition tree taking/thinning. In recognition that not much thinning will be possible and because the existing steep banks, Stantec has proposed hard armoring along stream banks. Hard armoring with riprap will allow a steeper bank slope than would be necessary for vegetation establishment and therefore will limit grading extents as much as possible given the close nature of many residences.

Banks along the Schmidt Channel would benefit from being reshaped at 1H:1V and stabilized with riprap to a height of 3-feet. Areas above the riprap would benefit from being reshaped at 3H:1V and stabilized with seed and erosion control blanket until vegetation establishes (canopy trimming may be necessary). In addition, there is the opportunity to stabilize outlets of existing storm pipes with riprap across the channel bottom to prevent erosion. Stantec anticipates 1 in-stream grade control structure upstream of the wetland to prevent head cutting. See Concept Plan in Attachment 3.

While tree taking and thinning will be minimized to the extent practicable, some canopy clearing will be necessary to establish vegetated slopes above riprap. Trees and other shrubs will need to be thinned to allow sunlight to penetrate the to the ground surface. Tree taking will be further evaluated at full design. Tree taking will be minimized to the extent practical on privately owned land. The priority for tree and shrub removal will be in the order of:

1. Trees leaning over the stream, large branches sweeping over the stream or other trees with exposed roots on the bank in danger of falling into the stream and causing a barrier to flow or uprooting the bank and causing a new erosion feature.
2. Other trees that are required for equipment access and safe operation by the construction crew or would otherwise benefit the outcome of the project.
3. Trees and shrubs blocking sunlight to 3:1 slopes above riprap and trees identified as diseased by the City Forester. .

Conceptual BMPs were considered for increasing water quality treatment. Stantec considered both an offline and online BMP. Upon initial investigation the City-owned parcel northwest of the project area seemed to show the most promise as no acquisitions would be necessary and the BMP could be created off-line. A stormwater detention pond was considered for this location. However, upon further investigation, considerations arose that would likely preclude a stormwater pond in this location. First it was found that a sanitary main would likely need to be moved allow construction of a stormwater basin depending on the main's depth. Additionally, the site visit and topography showed that an offline BMP would not be feasible given the deeply incised nature of the channel as compared to the elevation of that parcel. The excavation and heavy clearing and grubbing that would be required to allow gravity flow to a BMP at this location would make it cost prohibitive. The other BMP alternative would be to convert the existing wetland to an on-line stormwater treatment facility. While possible, it was determined that the permitting required to convert the wetland would be prohibitive to the cost of the project, would likely not be accepted by regulatory authorities, and be hard to maintain after it is built. For that reason, neither BMP was considered for the concept plan.

Lastly upstream BMPs were considered to see if any additional water quality treatment could be provided and reduce sediment sources to the channels. Drainage conveyance to the channels is primarily via storm sewer.

Therefore, the sumped catch basins are proposed at structures upstream of discharge to the channel. These sumps will allow sediment to settle out prior to discharging to the channel. Stantec recommends evaluating the storm sewer more thoroughly during full design to site possible sump locations.

ENGINEERING OPINION OF PROBABLE COST

A detailed breakdown of the individual project costs is shown in Attachment 4. Import and excavation volumes were estimated based on field estimates.

Removal Efficiency and Estimated Cost

The estimated cost and total phosphorus removal efficiency associated with the Palmer Creek Estates Channels stabilization project are shown in Table 2. The phosphorus removal efficiency shown in Table 2 is based on field evaluations and literature values (stream restoration).

To determine the annual load produced by stream degradation, two assumptions were made. First, it is assumed that there is 200 mg total phosphorus per kg soil (Cross and Schlesinger, 1995). Second, the bank material consists of sandy loam soil with a density of 100 lbs per cubic foot (NRCS 2003). The average bank height and recession rates were determined during the stream assessment on June 21, 2021. The recession rate assigned to each reach was based on criteria described in Table 3. The general calculation for annual phosphorus load due to the restoration is described by Equation 1. Parameters used to determine TP load with Equation 1 are listed in Table 4.

$$\begin{bmatrix} \text{Annual} \\ \text{TP Load} \\ \left(\frac{lbs}{year}\right) \end{bmatrix} = \begin{bmatrix} \text{Length of} \\ \text{the reach} \\ (ft) \end{bmatrix} \times \begin{bmatrix} 2 \\ \text{For two sides} \\ \text{of the channel} \end{bmatrix} \times \begin{bmatrix} \text{Lateral} \\ \text{Recession} \\ \text{Rate} \\ \left(\frac{ft}{yr}\right) \end{bmatrix} \times \begin{bmatrix} \text{Average} \\ \text{Bank} \\ \text{Height} \\ (ft) \end{bmatrix} \times \begin{bmatrix} \text{Convert} \\ \text{to lbs} \\ 100 \\ \left(\frac{lbs}{Cu.ft.}\right) \end{bmatrix}$$

$$\times \begin{bmatrix} \text{Convert} \\ \text{to kg} \\ (1kg/2.2lbs) \end{bmatrix} \times \begin{bmatrix} \text{Convert} \\ \text{to TP} \\ 200\ mg\ TP \\ \text{per} \\ \text{kg Soil} \end{bmatrix} \times \begin{bmatrix} \text{Convert} \\ \text{back to lbs} \\ 2.2 \times 10^{-6} \\ \text{(lbs/mg)} \end{bmatrix} \qquad \textit{Equation 1}$$

A more detailed breakdown of the individual project costs are shown in Attachment 4. Estimated construction with/contingency, construction inspections, and design costs for this project are shown in Attachment 4. Dollars per pound of phosphorus ($/lbs.) is estimated by assuming a design life of 30-years. If the stabilization lasts in excess of 30-years, the cost per pound will be less than the value shown in the table 2.

Table 2. Project Estimated Cost and Phosphorus Removal Efficiency.

Project	Average Annual Load (lbs-TP/year)	Average Removal Efficiency	Total 30 year Life Cycle Cost	$/lb-TP Removed***
Channel Stabilization	14*	100%**	$270,000	$643

*Estimated based on field estimates on the total weight of annual soil loss per year and a conversion factor of 200mg TP/kg soil
** The 100% efficiency associated with the stream restoration project assumes that the banks are stabilized and no further degradation is occurring.

*** Total Cost/(Annual Load x 30 Years)

Table 3. Lateral Recession Rates for Stream Bank Erosion

Lateral Recession Rate (ft/yr)	Category	Description
0.01-0.05	Slight	Some bare bank but active erosion not readily apparent. Some rills but no vegetative overhang. No exposed tree roots.
0.06-0.2	Moderate	Bank is predominantly bare with some rills and vegetative overhang. Some exposed tree roots but no slumps or slips.
0.3-0.5	Severe	Bank is bare with rills and severe vegetative overhang. Many exposed tree roots and some fallen trees and slumps or slips. Some changes in cultural features such as fence corners missing and realignment of roads or trails. Channel cross section becomes U-shaped as opposed to V-shaped.
0.5+	Very Severe	Bank is bare with gullies and severe vegetative overhang. Many fallen trees, drains and culverts eroding out and changes in cultural features as above. Massive slips or washouts common. Channel cross section is U-shaped and stream course may be meandering.

*(Source Wisconsin Field Office Technical Guide (FOTG), NRCS http://efotg.sc.egov.usda.gov/treemenuFS.aspx).

Table 4. Annual Stream Degradation Soil Loss and Phosphorus Load

Parameter	Slightly Eroding	Moderately Eroding	Severely Eroding	Total
Total Length (ft) *~2480' x 2 sides*	496 (~20%)	1,736 (~70%)	248 (~10%)	2,480
Average Bank Height (ft)	2.5	2.5	2.5	-
Recession Rate (ft/yr)	0.05	0.1	0.4	-
Soil Density (lbs/ft^3)	100	100	100	-
Annual Soil Loss (lb/yr)	6,200	43,400	24,800	74,400
Annual Phosphorus Load (lbs/yr)	1.24	8.68	4.96	14.88*

*Rounded to 14 lb TP per year removed

REGULATORY/PERMITTING REQUIREMENTS

The proposed project is located in the jurisdiction of four permitting agencies, each with their own permit program and application and review processes.

CITY OF PLYMOUTH

The City of Plymouth my require a right-of-way permit for access to the channels. Any wetland disturbance will be coordinated with Plymouth the LGU for the WCA.

Engineering Division
Plymouth City Hall
3400 Plymouth Blvd.
Plymouth, MN 55447-1482
Phone 763-509-5500
Fax 763-509-5010
engineering@plymouthmn.gov

MINNESOTA DNR

The Minnesota DNR requires their local area hydrologists to issue permits for work in public waters. The local area hydrologist for this project will be:

Metro North - Anoka/Hennepin
Wes Saunders-Pearce
1200 Warner Road
St Paul, MN 55106
(651) 259-5822
Wes.Saunders-Pearce@state.mn.us

Reference: **Palmer Creek Estates Stream Stabilization Feasibility Report**

U.S. ARMY CORPS OF ENGINEERS

The U.S. Army Corps' of Engineers is charged with protecting the nation's aquatic resources, while allowing reasonable development through fair, flexible and balanced permit decisions. The Corps evaluates permit applications for essentially all construction activities that occur in the nation's waters, including wetlands

Under Section 10 of the Rivers and Harbors Act of 1899, a U.S. Army Corps' Regulatory Programs permit is required to do any work in, over or under a 'Navigable Water of the U.S.' Waterbodies have been designated as 'Navigable Waters of the U.S.' based on their past, present or potential use for transportation for interstate commerce.

Under Section 404 of the Clean Water Act, a U.S. Army Corps' Regulatory Programs permit is required for the discharge of dredged or fill material into waters of the U.S. Many waterbodies and wetlands in the nation are waters of the U.S. and are subject to the Corps' Section 404 regulatory authority.

Additional permit information and applications can be found at
http://www.mvp.usace.army.mil/Missions/Regulatory.aspx

U.S. Army Corps of Engineers
St. Paul District - Regulatory
180 5th St. East
Suite 700
St. Paul MN 55101

TEL: (651) 290-5525
800-290-5847 X 5525
MVP-REG-INQUIRY@USACE.ARMY.MIL

MINNESOTA POLLUTION CONTROL AGENCY (MPCA)

The Minnesota Pollution Control Agency (MPCA) issues permits to construction site owners and their operators to prevent stormwater pollution during and after construction. These permits include a National Pollutant Discharge Elimination System (NPDES) and State Disposal System (SDS) Construction Stormwater General Permit. As part of the application for this legal document, the owner and operator must create a stormwater pollution prevention plan (SWPPP) that explains how they will control stormwater.

A NPDES/SDS permit is required by the owner or operator for any construction activity disturbing:

- One acre or more of soil.
- Less than one acre of soil if that activity is part of a "larger common plan of development or sale" that is greater than one acre.
- Less than one acre of soil, but the MPCA determines that the activity poses a risk to water resources.

Additional permit information and applications can be found at
http://www.pca.state.mn.us/index.php/water/water-types-and-programs/stormwater/construction-stormwater/index.html

The construction program contact for this project will be:

Josh Norman
(651) 757-2389
josh.norman@state.mn.us

Environmental Assessment Worksheets (EAW) and Environmental Impact Statements (EIS) are part of MPCA's environmental review process and may be required. This review process is a standardized public process designed to disclose information about the potential negative environmental effects of a proposed development and ways to avoid or minimize them before the project is permitted and built.

It is not anticipated that an EAW will be required for the stream restoration and stabilization portion of the project as Schmitt and Ives Channels are not trout streams and we are not drastically changing the cross section of the channels.

> Mandatory EAW 4410.4300, subpart 26 reads:
>
> Diversion, realignment or channelization of any designated trout stream, or affecting greater than 500 feet of natural watercourse with a total drainage area of ten or more square miles unless exempted by part 4410.4600, subpart 14, item E, or subpart 17, local governmental unit

CONCLUSIONS

This Palmer Creek Estates Project considers both stream restoration and BMP additions as potential candidates for reaching a goal of reducing phosphorous and total suspended solids levels in the contributing watershed to Bass Lake in Plymouth, MN. These options were further refined into a concept plan based on site specific conditions. The topography and existing vegetation limits prevent any offline BMP on the parcel owned by the City. Additionally, the narrow corridor and expected resistance to tree removal further narrowed the options available for restoration and BMP incorporation. The concept plan presented in this memo relies on stream restoration and catch basin structures to incorporate additional treatment.

The concept plan is effective at reducing phosphorous and total suspended solids. The proposed Palmer Creek Estates stream/channel restoration removes a total of 14 lbs of phosphorus per year and has a total present day value construction cost estimate of $270,000 with contingency, construction observation and design fees. Attachment 4 summarizes cost information.

REFERENCES

Cross, A.F., Schlesinger, W.H. 1994. A Literature review and evaluation of the Hedley fraction: Applications to the biogeochemical cycle of soil phosphorus in natural ecosystems. Geoderma. Vol. 64. Pages 197-214.

Fischenich, C. 2001. “Stability Thresholds for Stream Restoration Materials,” EMRRP Technical Notes Collection (ERDC TN-EMRRP-SR-29), U.S. Army Engineer Research and Development Center, Vicksburg, MS

Minnesota Pollution Control Agency (MPCA). 2013. Minnesota Stormwater Manual. Version 2X, MPCA, St. Paul, MN.

NRCS, WI. 2003. Field Office Technical Guide. Stream Bank Erosion Section NRCS http://efotg.sc.egov.usda.gov/treemenuFS.aspxs

Stantec Consulting Services Inc.

Josh Accola, PE, CFM
Water Resources Engineer

Phone: (952) 334-1418
Joshua.Accola@stantec.com

Attachments:

Attachment 1: Figures
Attachment 2: Wetland Delineation Report
Attachment 3: Concept Design Plan
Attachment 4: Engineering Opinion of Probable Cost

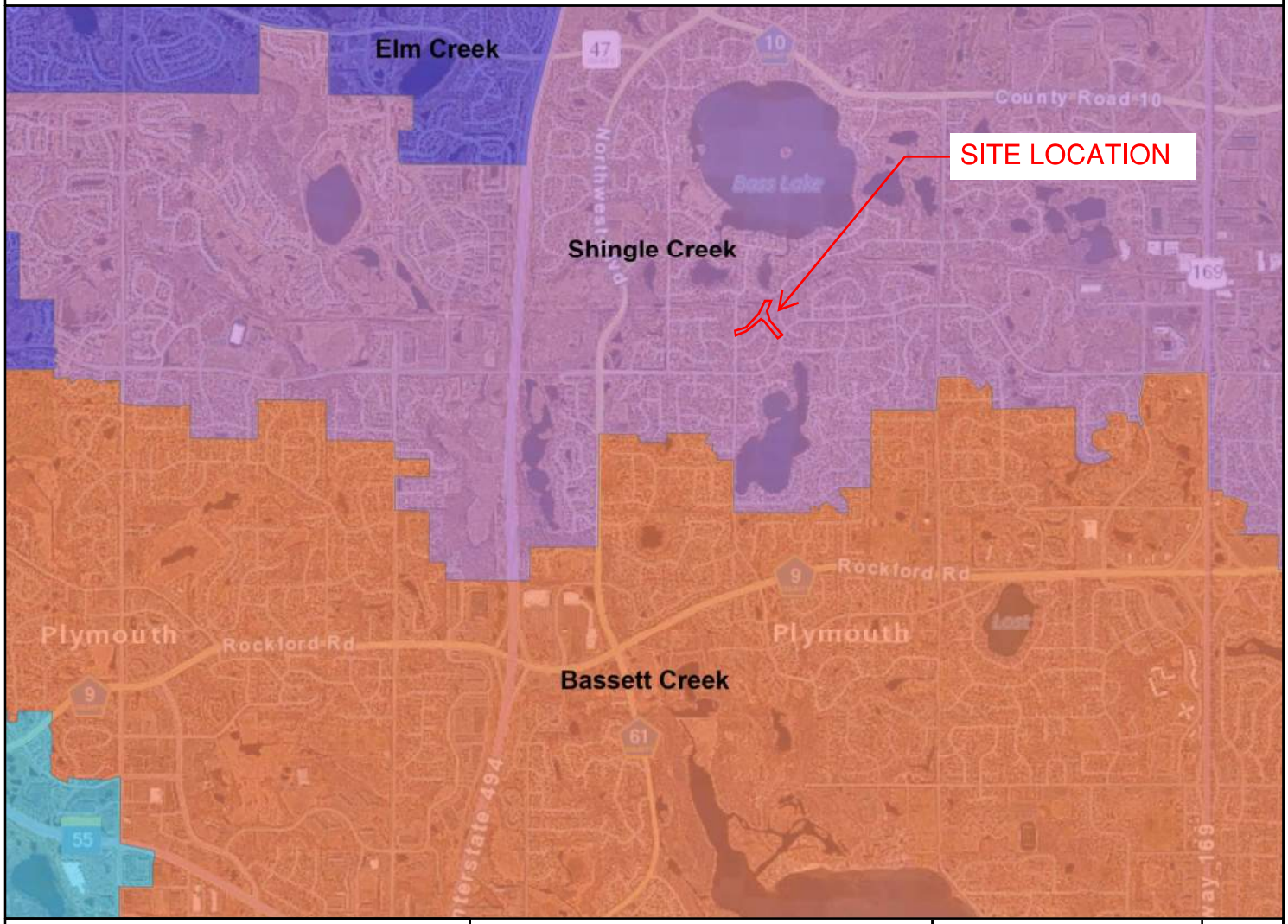
Attachment 1:
Figures

1A - Project Location Figure
1B - GIS Desktop Review Figures
1C - Historical Aerial Photography (1953-2020)

Attachment 1A

Hennepin County Natural Resources Map

Date: 10/21/2021



Legend

Watershed Boundaries

- BASSETT CREEK
- ELM CREEK
- LOWER MINNESOTA RIVER
- MINNEHAHA CREEK
- MISSISSIPPI RIVER
- NINE MILE CREEK
- PIONEER-SARAH CREEK
- RICE CREEK
- RICHFIELD-BLOOMING...
- RILEY/PURGATORY/BL... CREEK
- SHINGLE CREEK
- WEST MISSISSIPPI RIVER
- WRIGHT COUNTY

Point location (UTM 15N):
456957.41413440433,
4976992.896178247

Comments:

1 inch = 3,200 feet

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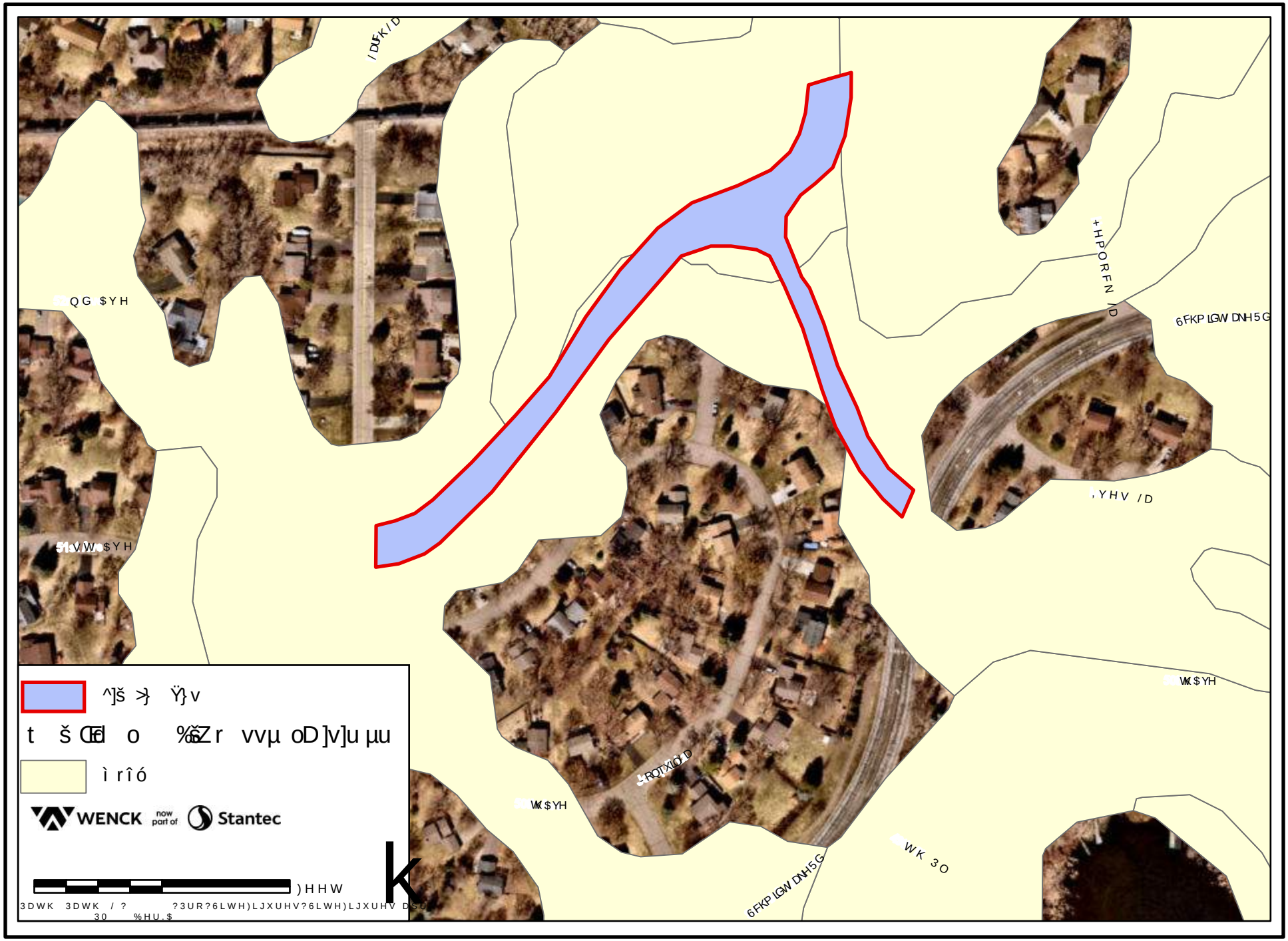
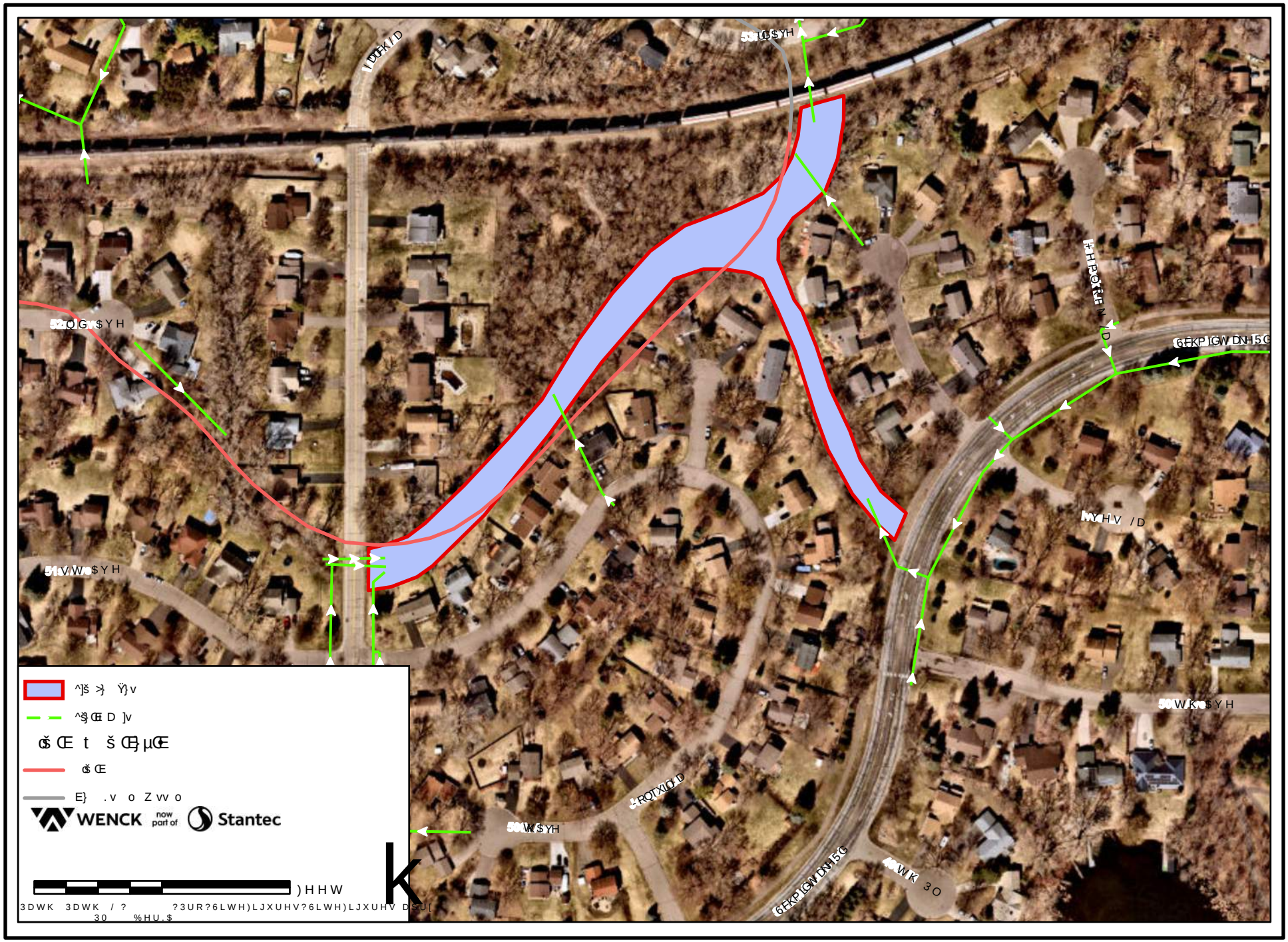
Attachment 1B

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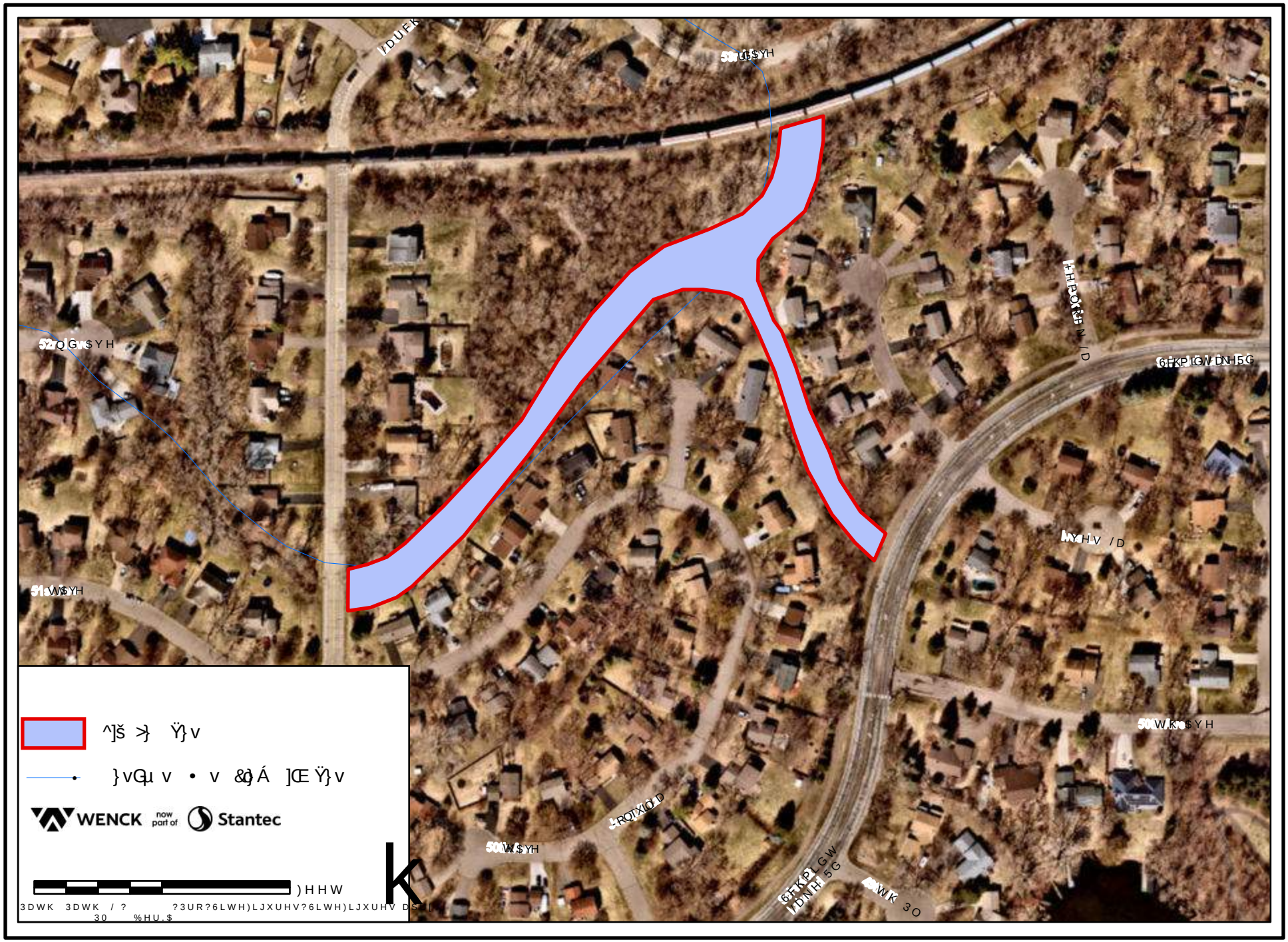
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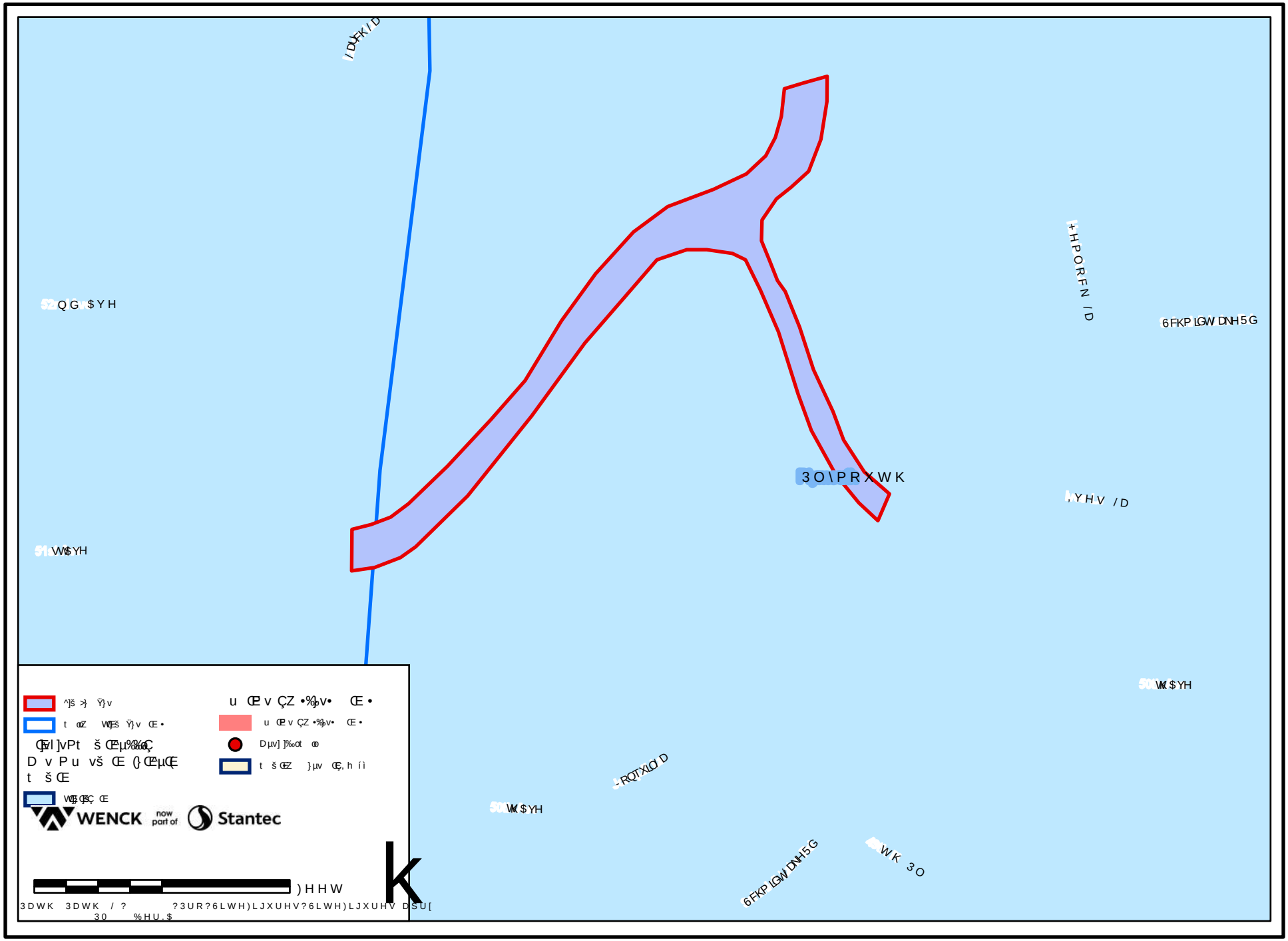
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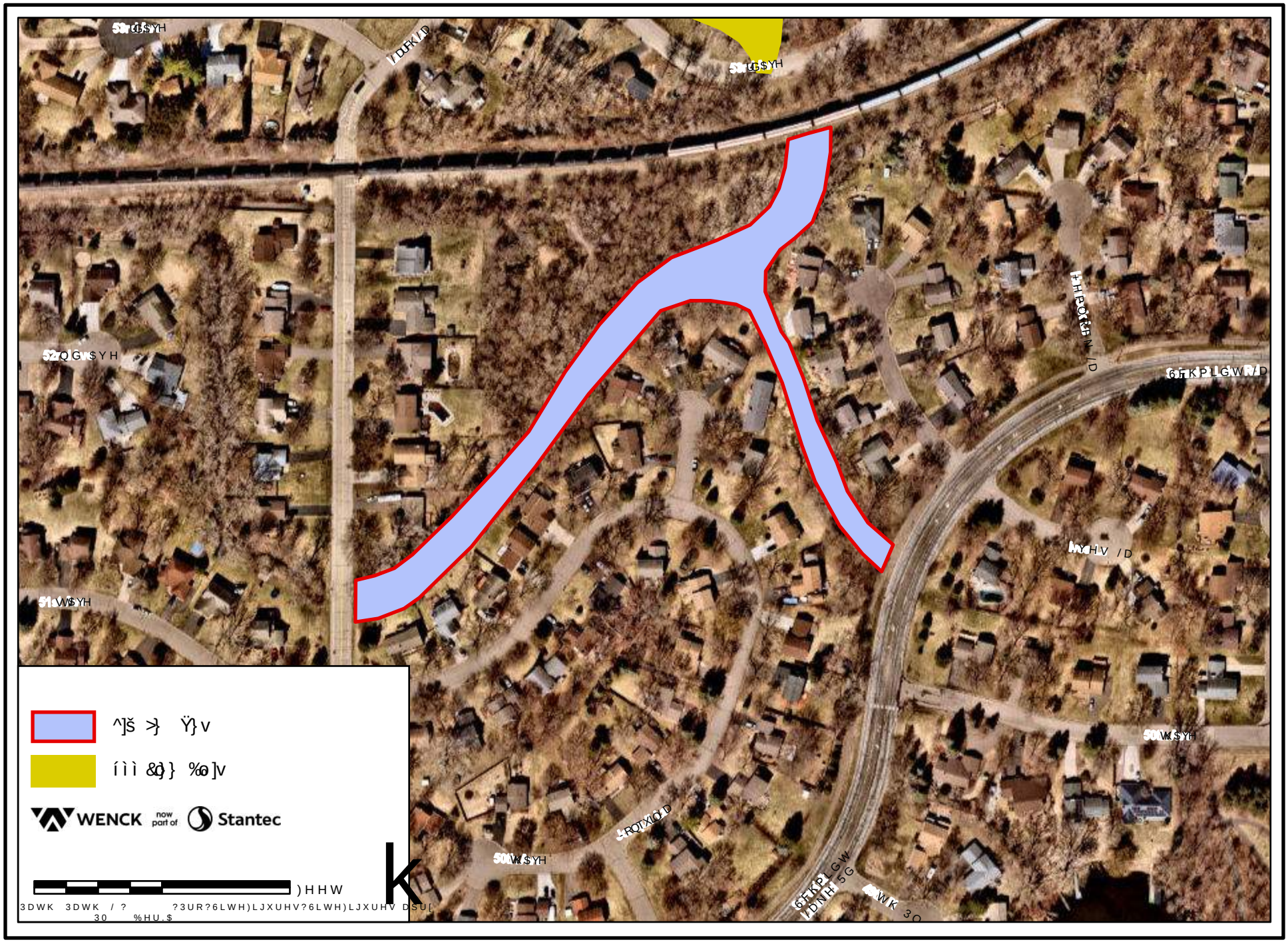
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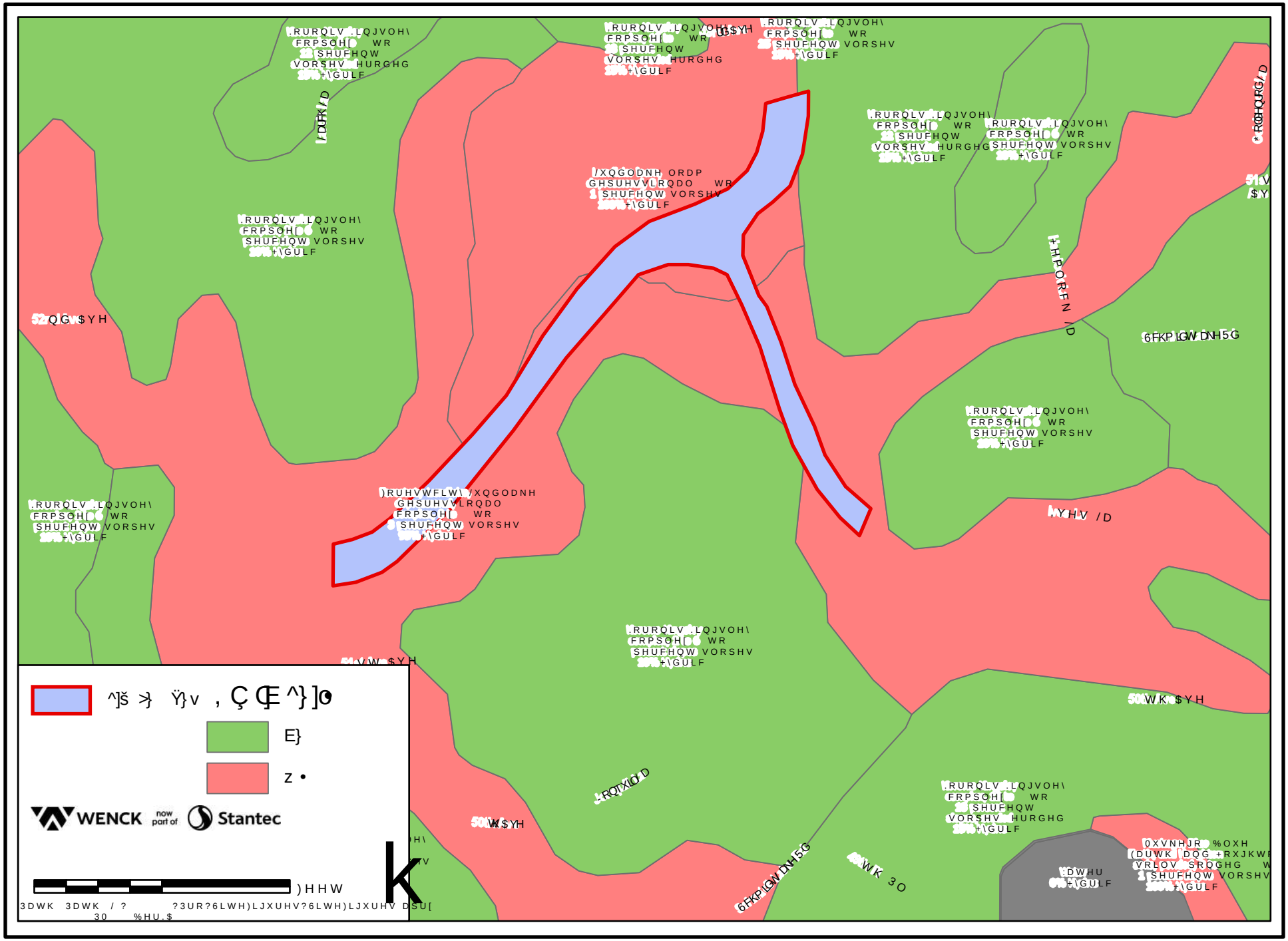
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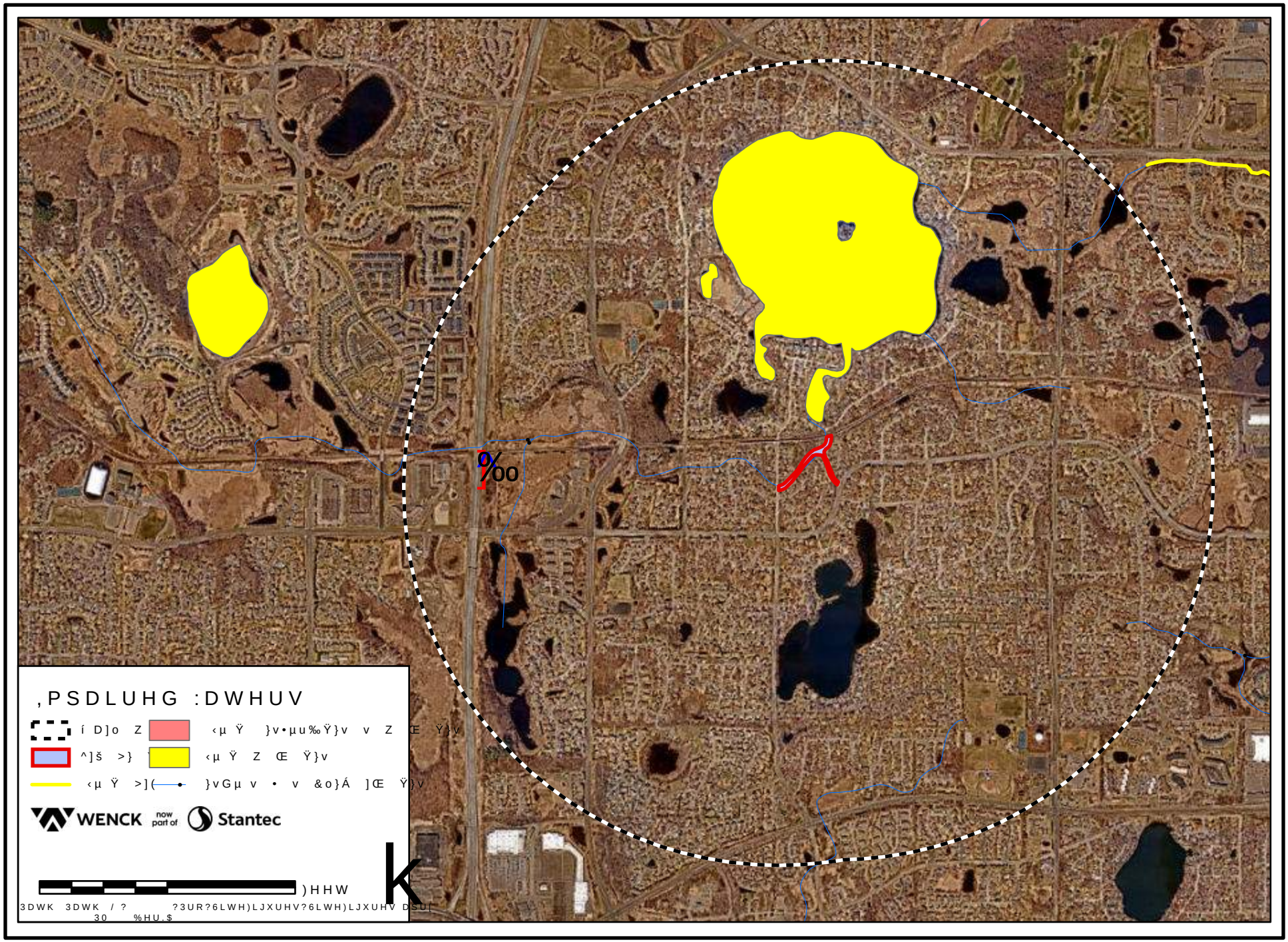
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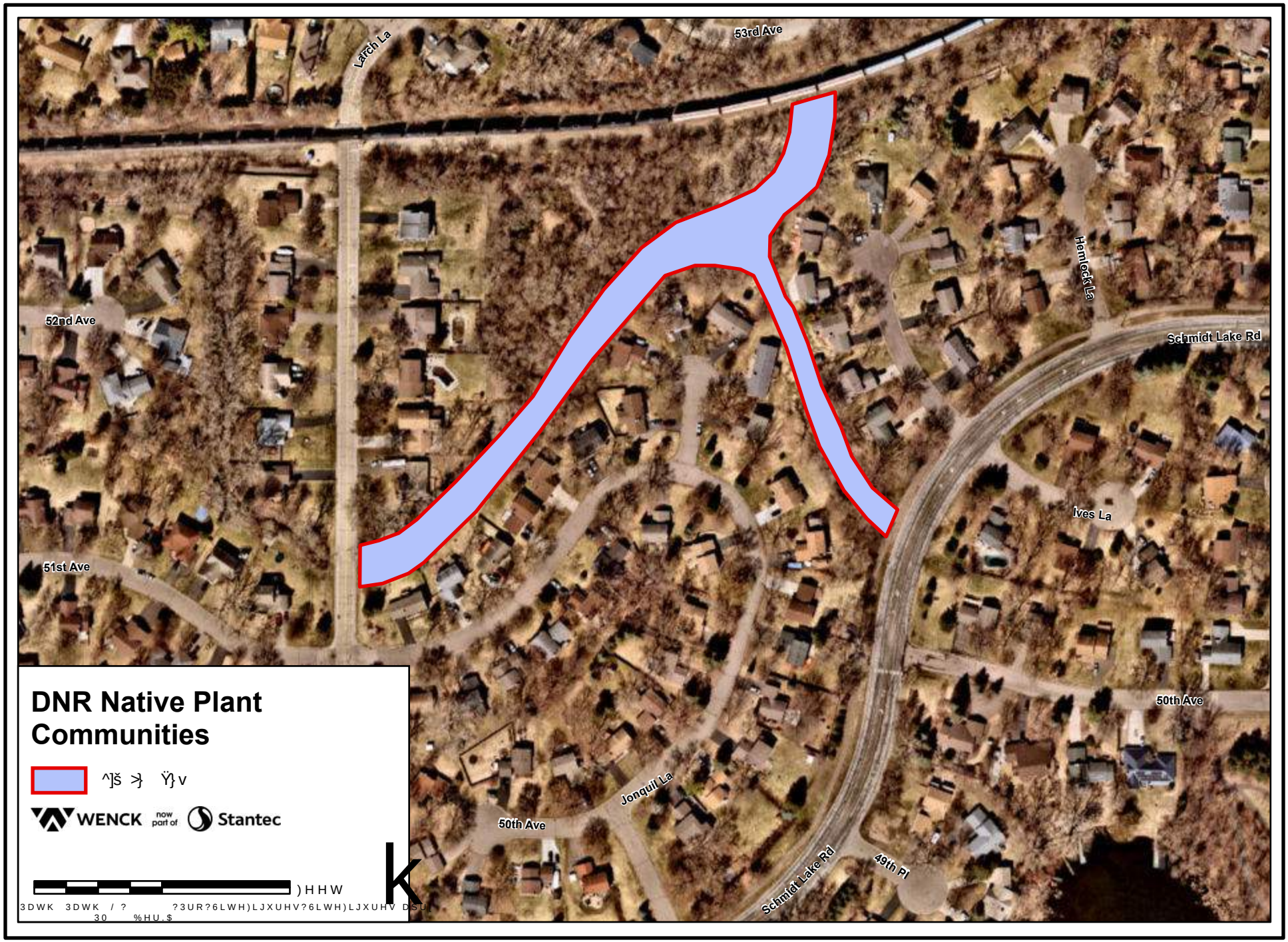
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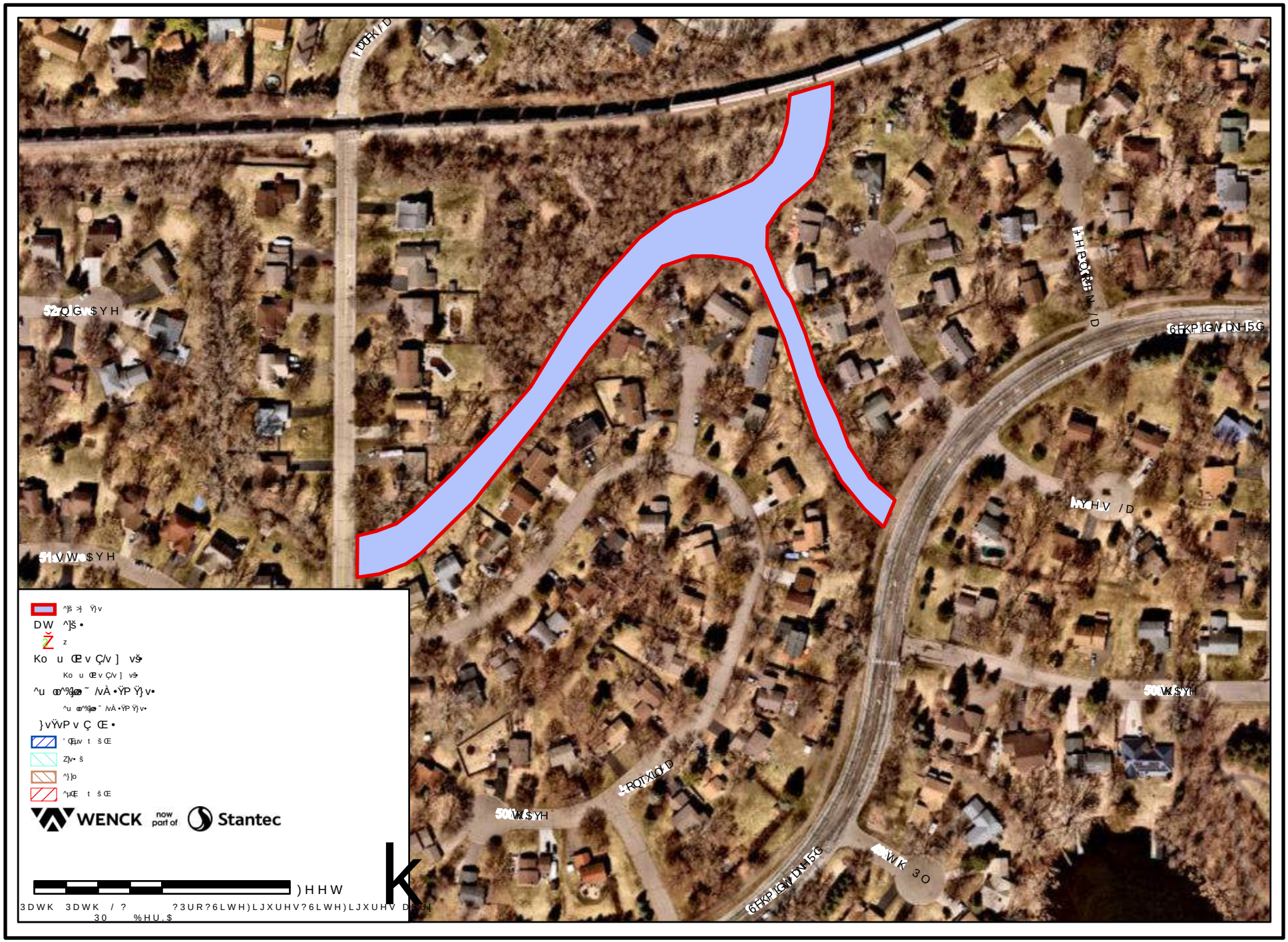
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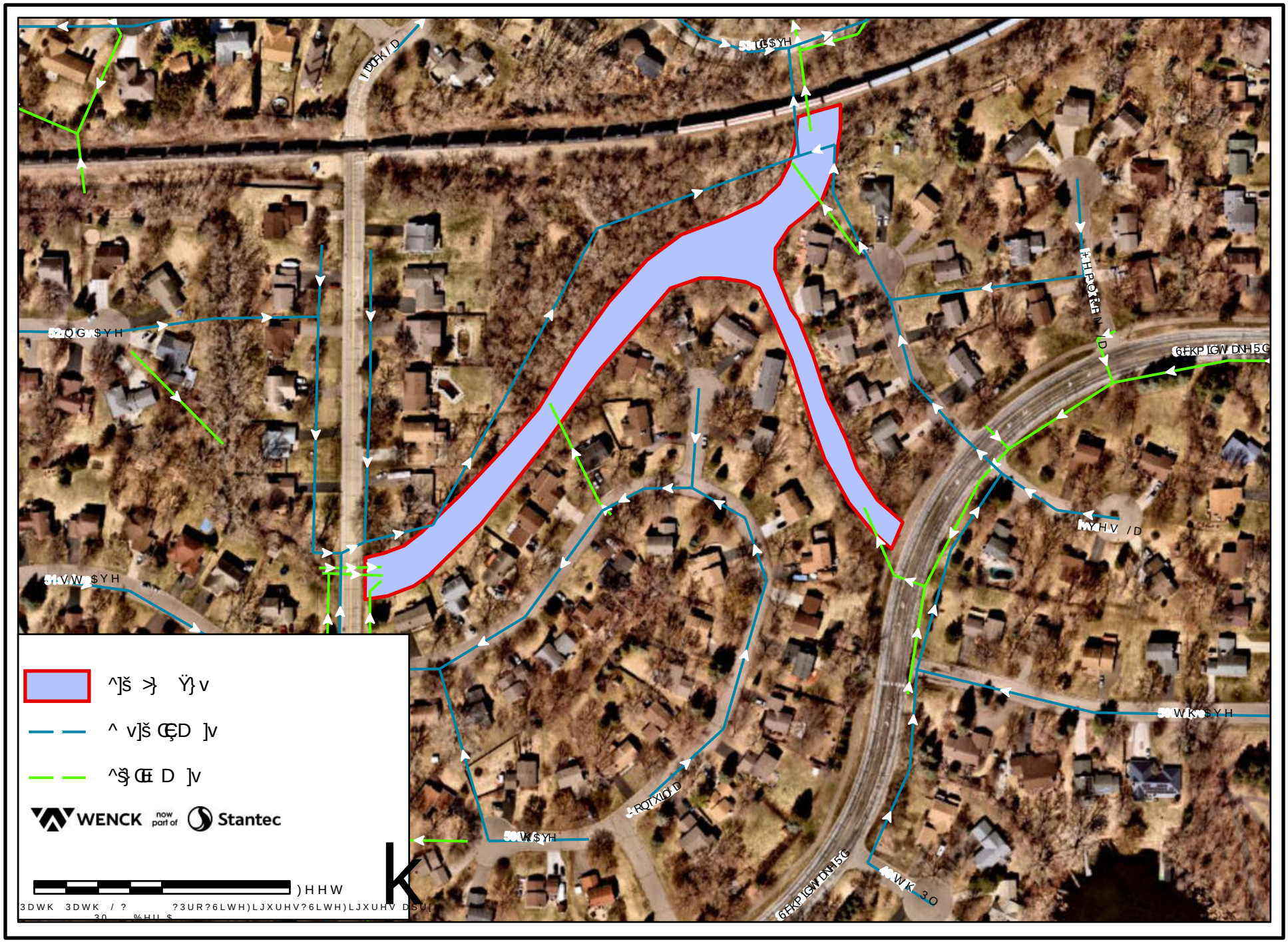
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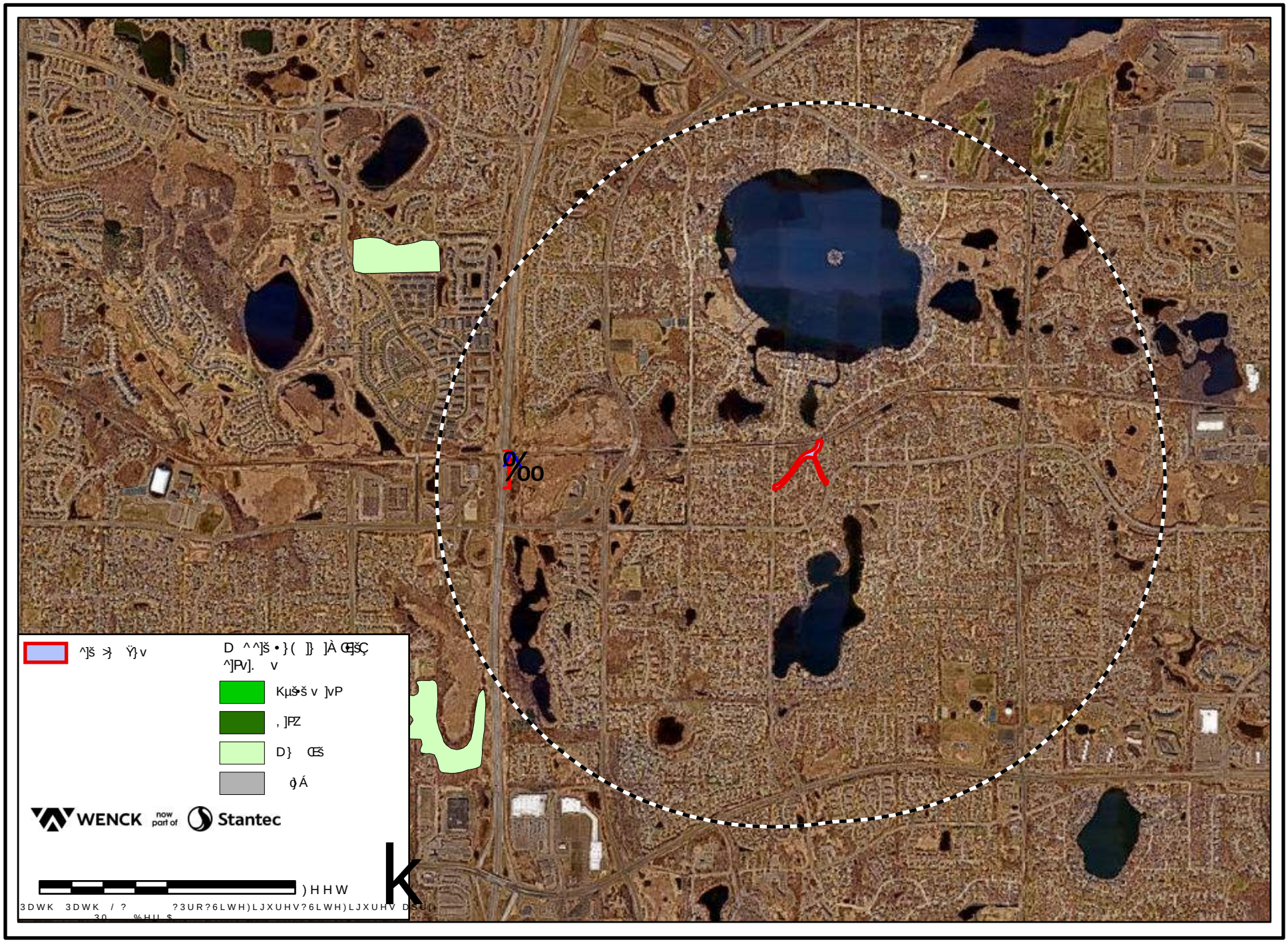
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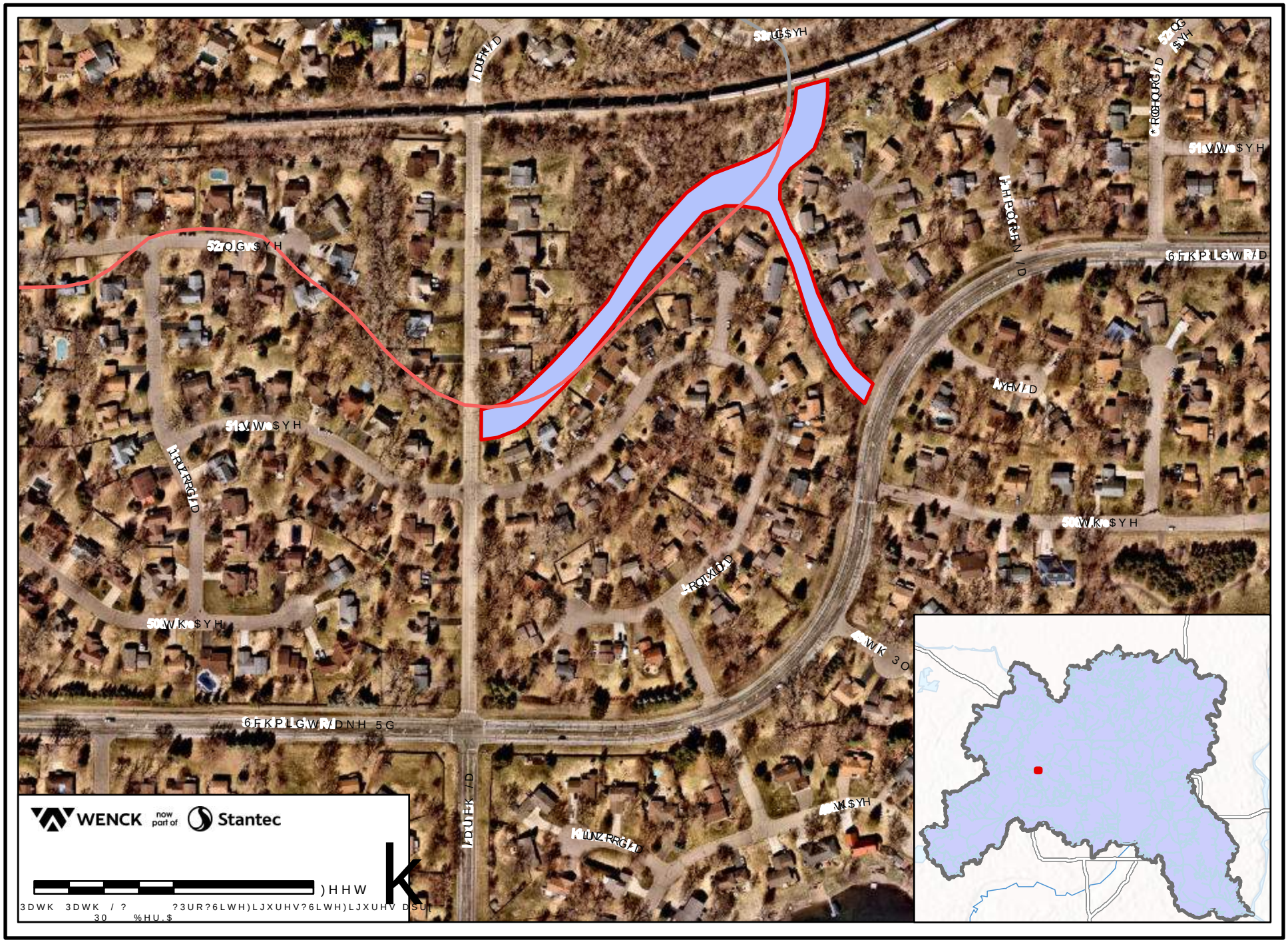
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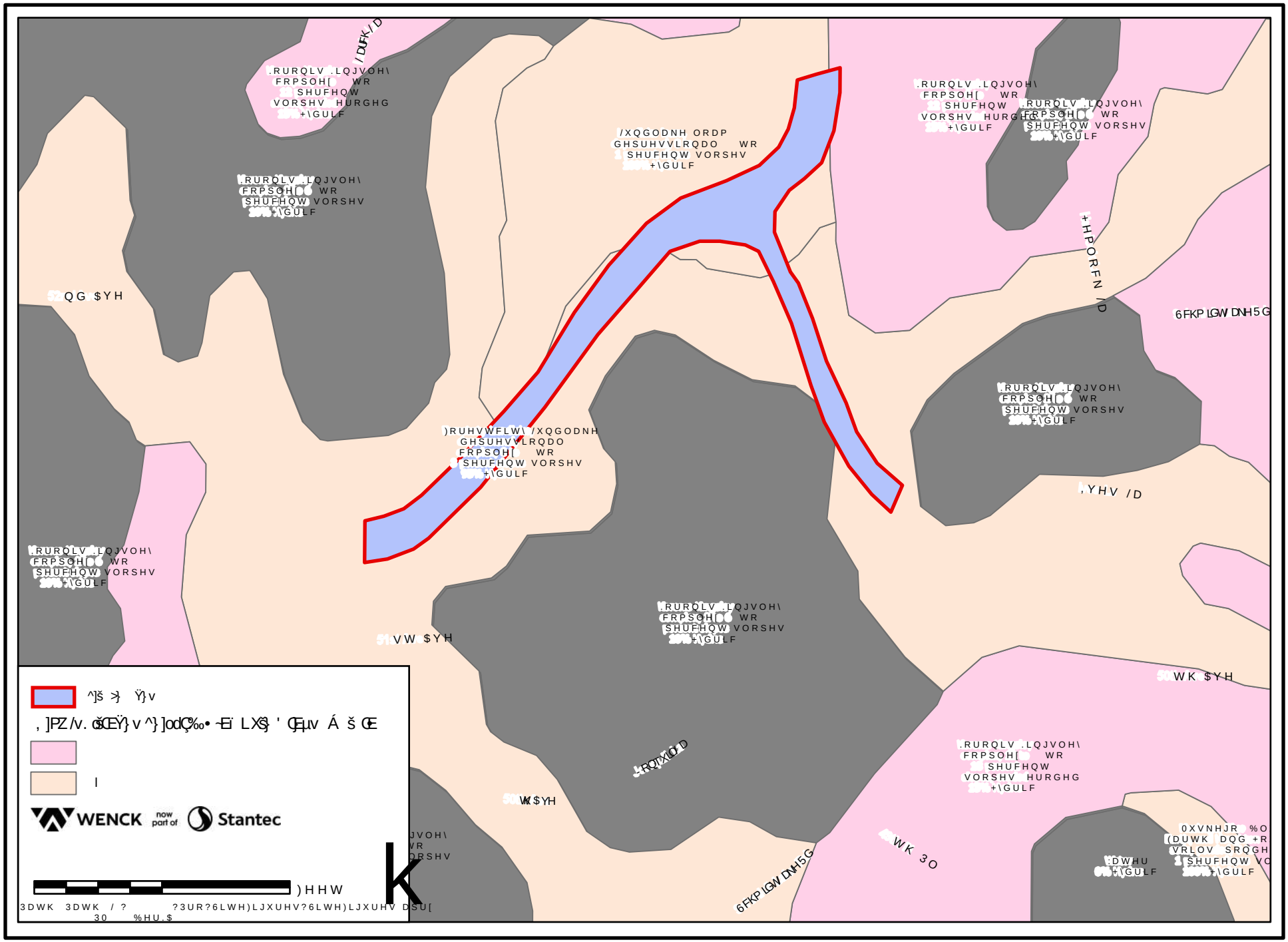
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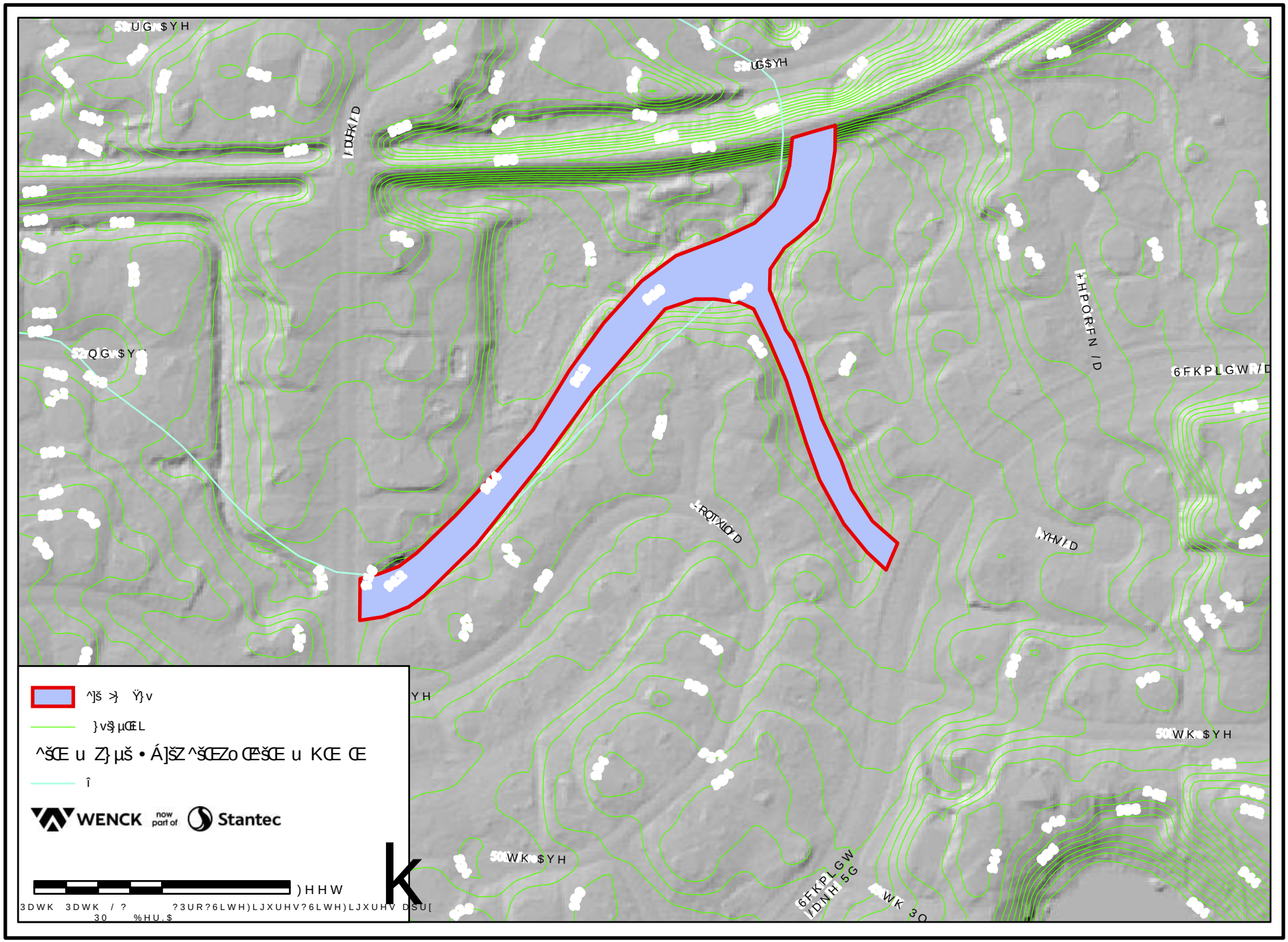
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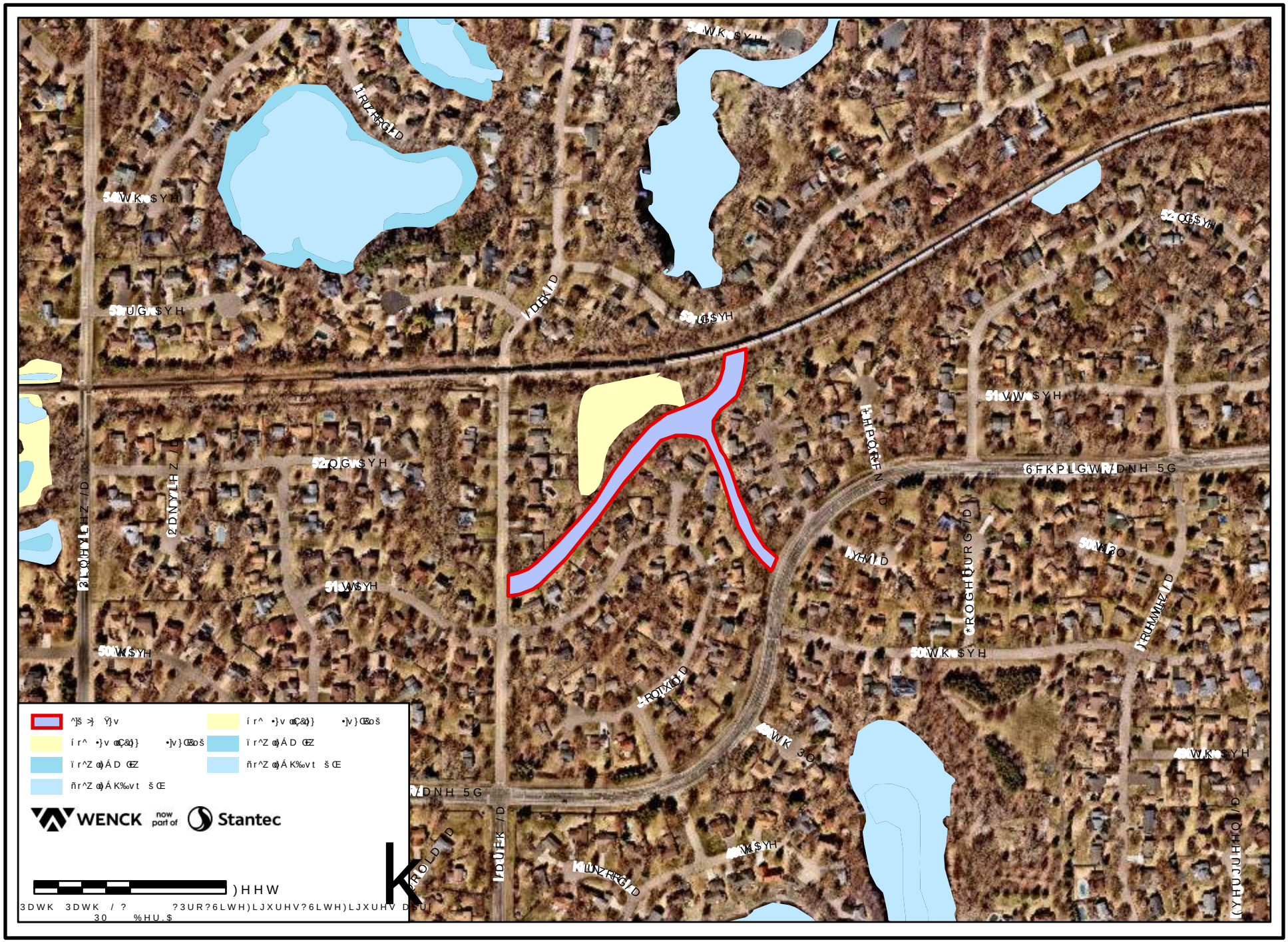
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Attachment 1C

Hennepin County Natural Resources Map

Date: 10/21/2021

PID: 1111822240009
Address: 40 Address Unassigned,
Plymouth 00000
Owner: City Of Plymouth
Acres: 3.5

Comments: 1953

1 inch = 400 feet

N

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Legend

Hennepin County Natural Resources Map

Date: 10/21/2021

PID: 1111822240009
Address: 40 Address Unassigned,
Plymouth 00000
Owner: City Of Plymouth
Acres: 3.5

Comments: 1957

1 inch = 400 feet

N

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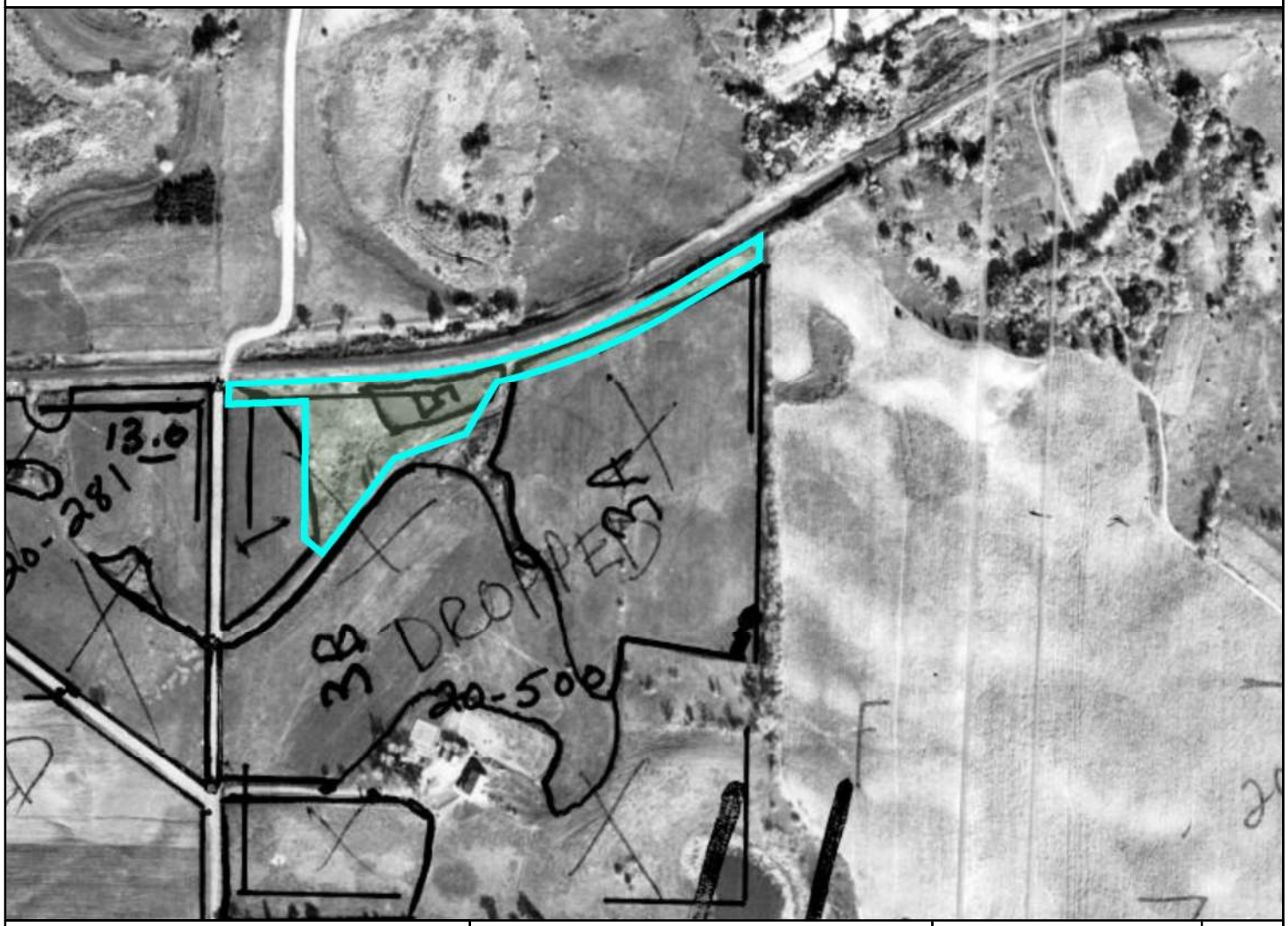
Legend

Hennepin County Natural Resources Map

Date: 10/21/2021



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Plymouth 00000
Owner: City Of Plymouth
Acres: 3.5

Comments: 1964

1 inch = 400 feet

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Legend

Hennepin County Natural Resources Map

Date: 10/21/2021

PID: 1111822240009
Address: 40 Address Unassigned,
Plymouth 00000
Owner: City Of Plymouth
Acres: 3.5

Comments: 1969

1 inch = 400 feet

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Hennepin County Natural Resources Map

Date: 10/21/2021

PID: 1111822240009
Address: 40 Address Unassigned,
Plymouth 00000
Owner: City Of Plymouth
Acres: 3.5

Comments: 1989

1 inch = 400 feet

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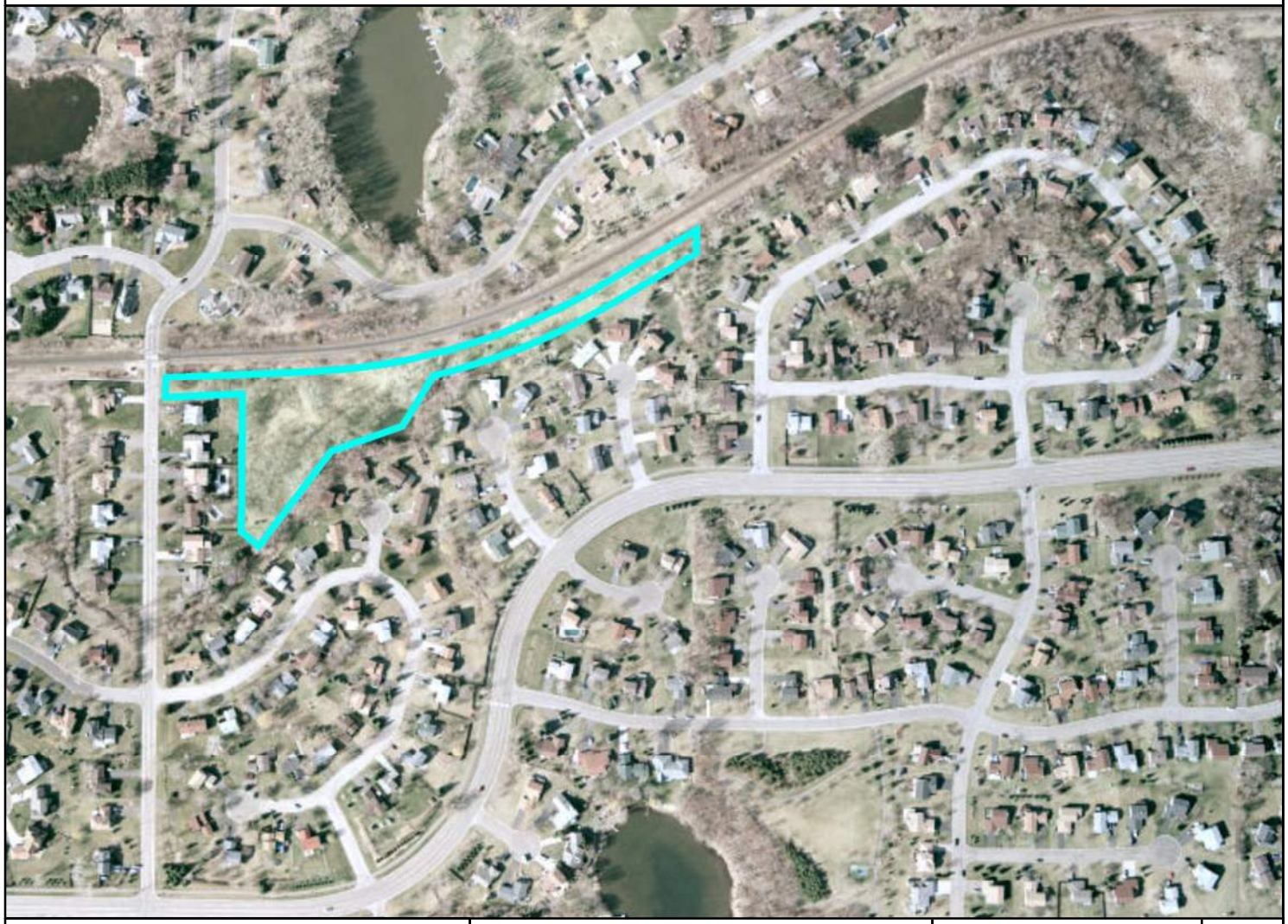
Hennepin County Natural Resources Map

Date: 10/21/2021



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Plymouth 00000
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Acres: 3.5

Comments: 2000

1 inch = 400 feet

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Hennepin County Natural Resources Map

Date: 10/21/2021

PID: 1111822240009
Address: 40 Address Unassigned,
Plymouth 00000
Owner: City Of Plymouth
Acres: 3.5

Comments: 2012

1 inch = 400 feet

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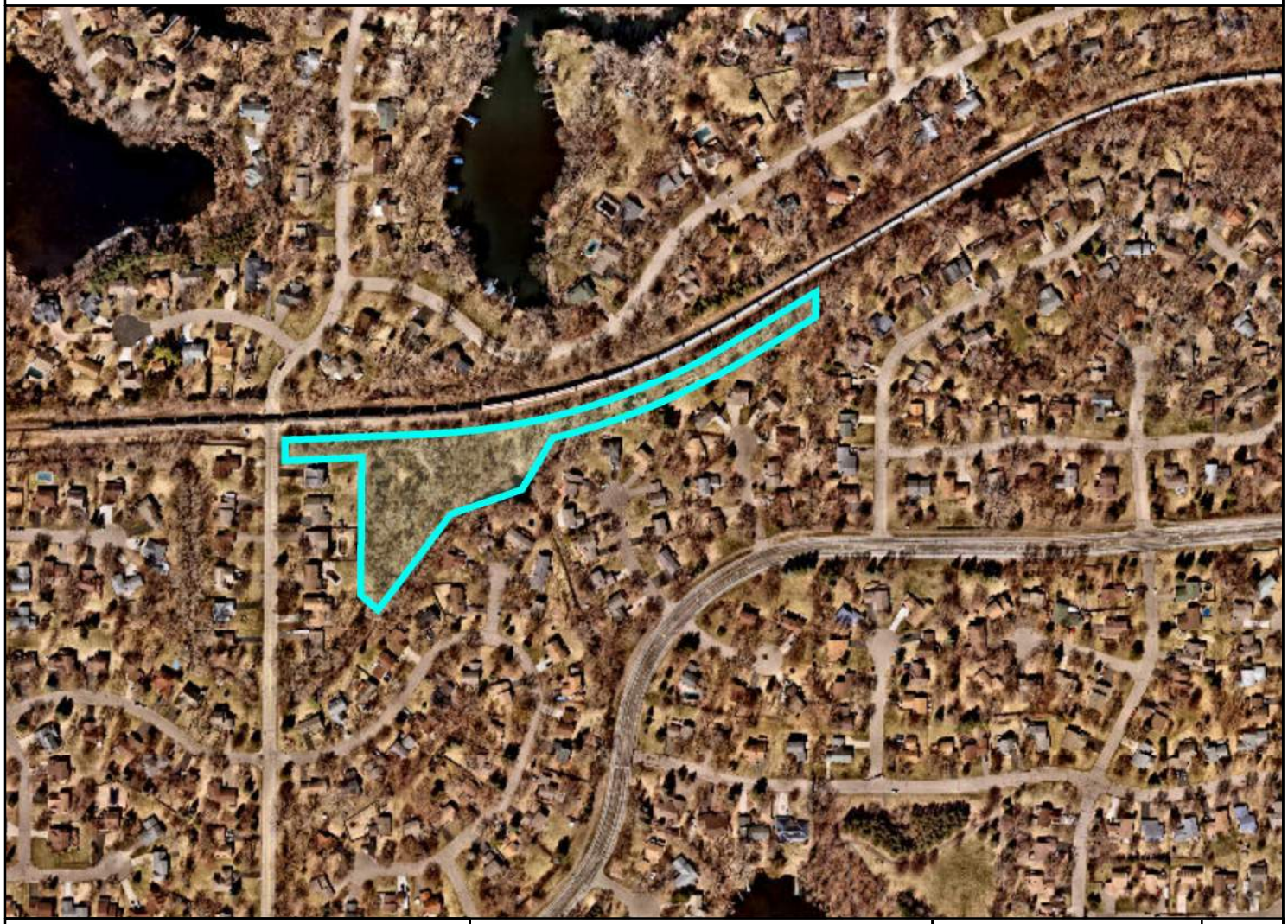
Hennepin County Natural Resources Map

Date: 10/21/2021



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Plymouth 00000
Owner: City Of Plymouth
Acres: 3.5

Comments: 2020

1 inch = 400 feet

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Attachment 2:
Wetland Delineation Report

Wetland Delineation Report

Schmidt and Ives Creek Stabilization and
BMP Feasibility Study
Plymouth, Minnesota
Stantec Project #:227704233

Lead Delineator: Matt Summers, PSS

August 20, 2021

Prepared for:

City of Plymouth
3400 Plymouth Boulevard
Plymouth, MN 55447

Prepared by:

Stantec Consulting Services Inc.
2080 Wooddale Drive Suite 100
Woodbury, MN 55125
Phone: 612-227-0017

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1.0 INTRODUCTION

Stantec Consulting Services, Inc. (Stantec) performed a wetland delineation within the Schmidt and Ives Creek Stabilization and BMP Feasibility Study project area (Figure 1) in Plymouth, MN. The field delineation was conducted August 5, 2021.

The Project Area is a corridor surrounding Schmidt and Ives creeks in Plymouth, bound by Larch Lane to the west, Schmidt Lake Road on the south/east, and a railroad corridor on the north. The purpose and objective of the wetland delineation was to identify the extent of wetlands within the Project Area due to potential stream stabilization efforts.

The Project Area is comprised primarily of the two creek channels and immediate riparian area. Each creek features generally abrupt and steep banks, except for a depressional basin where the two creeks merge. Major bank sloughing was observed in at least one location. The adjacent land use is a mix of single-family housing and wooded open space. In some areas, the creeks encroach into private residence's back yards. There has been significant soil disturbance, bank armoring, and historic fill throughout the project area due to urban development as well previous stabilization efforts.

Wetlands and waterways are subject to federal regulation under Section 404 of the Clean Water Act (CWA) and Section 10 of the Rivers and Harbors Act, which is administered by the U.S. Army Corps of Engineers (USACE). The State of Minnesota regulates wetlands and waterways via Section 401 of the CWA (administered by the Minnesota Pollution Control Agency), Minnesota Department of Natural Resources Public Waters (MN Statute 103G and Rule 6115), and the Wetland Conservation Act (WCA) that are enforced by Local Government Units (LGU). For this Project, the WCA LGU is Dakota Soil and Water Conservation District (Dakota SWCD).

2.0 METHODS

2.1 WETLANDS

Wetland delineations were based on the criteria and methods outlined in the 1987 *Corps of Engineers Wetlands Delineation Manual,* Technical Report Y-87-1 (1987 Manual) and subsequent guidance documents (USACE 1991a, 1991b, 1992), and the 2010 Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Regional Supplement).

The wetland delineation involved the use of available resources to assist in the assessment such as U.S. Geological Survey (USGS) topographic maps, U.S. Department of Agriculture Natural Resources Conservation Service (NRCS) soil survey, Minnesota Department of Natural Resources (MNDNR) Minnesota National Wetland Inventory Update mapping (NWI), MNDNR Public Waters Index mapping (PWI), MNDNR LiDAR digital elevation mapping, Minnesota Climatology Working Group precipitation data, and aerial photography.

On-site wetland delineations were made using the three criteria (vegetation, soil, and hydrology) and technical approach defined in the USACE 1987 Manual and Regional Supplement. According to procedures described in the 1987 Manual and Regional Supplement, areas that under normal circumstances reflect a predominance of hydrophytic vegetation, hydric soils, and wetland hydrology (e.g., inundated or saturated soils) are considered wetlands.

As recent weather patterns influence the visibility and presence of some wetland hydrology indicators, the antecedent precipitation in the three months leading up to the field investigation was reviewed. The current year's precipitation data were compared to long-term precipitation averages and standard deviation to determine if precipitation during the previous 3-month period was Normal, Wet, or Dry for the area using USDA-NRCS methodology. In addition, the daily precipitation values and 30-day rolling precipitation totals for the three months prior to the field visit were assessed. All precipitation data were obtained from the nearest Minnesota State Climatology Office station via the MSCO website.

The wetland boundaries and sampling points were identified and surveyed with a Global Positioning System (GPS) capable of sub-meter accuracy.

2.2 WATERBODIES

Waterbodies (streams, channels, rivers, ditches, etc.) were identified separately from wetlands if they exhibited physical evidence of an Ordinary High-Water Mark (OHWM) per the characteristics outlined in the 2005 USACE Regulatory Guidance Letter Number 05-05; OHWM Identification (RGL 05-05).

3.0 RESULTS

3.1 DESKTOP INVESTIGATION

SOILS

Soils within the Project Area are mapped as mostly hydric, fine-loamy glacial till in a morainic landscape. Soils mapped within the Project Area and their hydric status are summarized in Table 1 below and presented in Appendix A, Figure 2.

Table 1. Summary of Mapped Soils within the Project Area

Soil symbol: Soil map Unit Name	Soil Unit Component	Soil Unit Component Percentage	Landform	Hydric status
L59B Forestcity-Lundlake, depressional, complex	Forestcity	70	Drainageways on moraines	Yes
L59B Forestcity-Lundlake, depressional, complex	Lundlake	25	Depressions on moraines	Yes
L59B Forestcity-Lundlake, depressional, complex	Marcellon	5	Moraines	No
L72A Lundlake loam, depressional	Lundlake	90	Depressions on moraines	Yes
L72A Lundlake loam, depressional	Forestcity	10	Drainageways on moraines	Yes

WETLANDS AND WATERBODIES

The MNDNR Protected Public Waters map identified a Public Water stream running east to west through the Project Area (Appendix A, Figure 3).

The National Wetlands Inventory (NWI) mapping identified one potential PUBHx/Type 5/Shallow Open Water basin within the Project Area (see Appendix A, Figure 4).

PRECIPITATION

Average, daily, and monthly precipitation data for the investigation area were obtained from the nearest Minnesota State Climatology Office station and used to determine general hydrologic conditions at the time of the field delineation. Monthly precipitation totals for May, June, and July were compared against average precipitation ranges to assign a general value of Normal, Wet, or Dry during that period. Daily precipitation data were incorporated into a table showing average precipitation ranges, daily precipitation totals, and 30-day rolling precipitation totals. Precipitation data and analysis are in Appendix B.

The data show the area was significantly below the normal precipitation range in terms of total precipitation over the previous three months. A consistent pattern of very dry weather with occasional minor rain events characterized the previous three months. Both creek channels were dry and the usually ponded basin at their confluence did not have any standing water during the time of the site visit.

3.2 WETLANDS AND WATERBODIES

One wetland and two stream channels were identified and delineated within the Project Area. See Appendix A, Figure 5. Wetland determination data forms were completed for wetland sample points and are included in Appendix C. The wetland and streams are summarized in Table 2 below and described in detail in the following sections.

Table 2. Summary of Wetlands and Waterbodies Identified within the Project Area

Wetland ID	Observed Wetland or Waterbody Type*	Mapped NWI Wetland Type	Adjacent Surface Waters	Acreage or Length (in Project Area)
Wetland 1	Type 5/PUBx/Shallow Open Water	PUBHx	Schmidt Creek and Ives Creek	0.21 acres
Stream 1 (Schmidt Creek)	Perennial stream		n/a	843 linear feet
Stream 2 (Ives Creek)	Intermittent stream		n/a	387 linear feet
WETLAND TOTAL				**0.21 acres**
STREAM TOTAL				**1,230 feet**

Wetland type based on Eggers & Reed 2015 / Circular 39 (Shaw & Fredine 1971) / Cowardin 1979

3.2.1 Wetland 1

Wetland 1 is a 0.21-acre Type 5, PUBHx, Shallow Open water basin in a depressional area at the confluence of the two creeks. The basin lacked standing water on the day of the site visit due to drought conditions. It appeared to be an excavated or manipulated basin. The creeks and the adjacent area have been subject to significant alteration from pre-development conditions.

VEGETATION

The basin was largely an unvegetated mudflat, with areas of arrowhead (*Sagittaria latifolia*, OBL) and three-lobed beggarticks (*Bidens tripartia*, OBL) present. No trees or shrubs were present. Upland herbaceous vegetation was dominated by woodbine (Parthenocissus quinquefolia, FACU) and white snakeroot (Ageratina altissima, FACU). Upland shrubs included American elm (*Ulmus americana*, FACW) and chokecherry (*Prunus virginiana*, FACU). Upland trees included box elder (*Acer negundo*, FAC) and red maple (*Acer rubrum*, FAC).

HYDROLOGY

Observed primary indicators of wetland hydrology included Algal Mats (B4), Inundation Visible on Aerial Imagery (B7), Water-Stained Leaves (B9), and Hydrogen Sulfide Odor (C1).

SOIL

The wetland basin featured black muck soils to at least 20 inches. Observed hydric soil indicators included Histosol (A1) and Hydrogen Sulfide Odor (A4). Upland soil were heavily disturbed and were too hard and rocky to sample with a hand auger.

WETLAND BOUNDARY

The wetland boundary was determined based on usually abrupt changes in vegetation and topography. This appears to be a partially excavated basin that would hold 12 inches or more standing water in a typical year. Due to the dry conditions, current wetness was not a factor in determining the wetland boundary.

Wetland 1

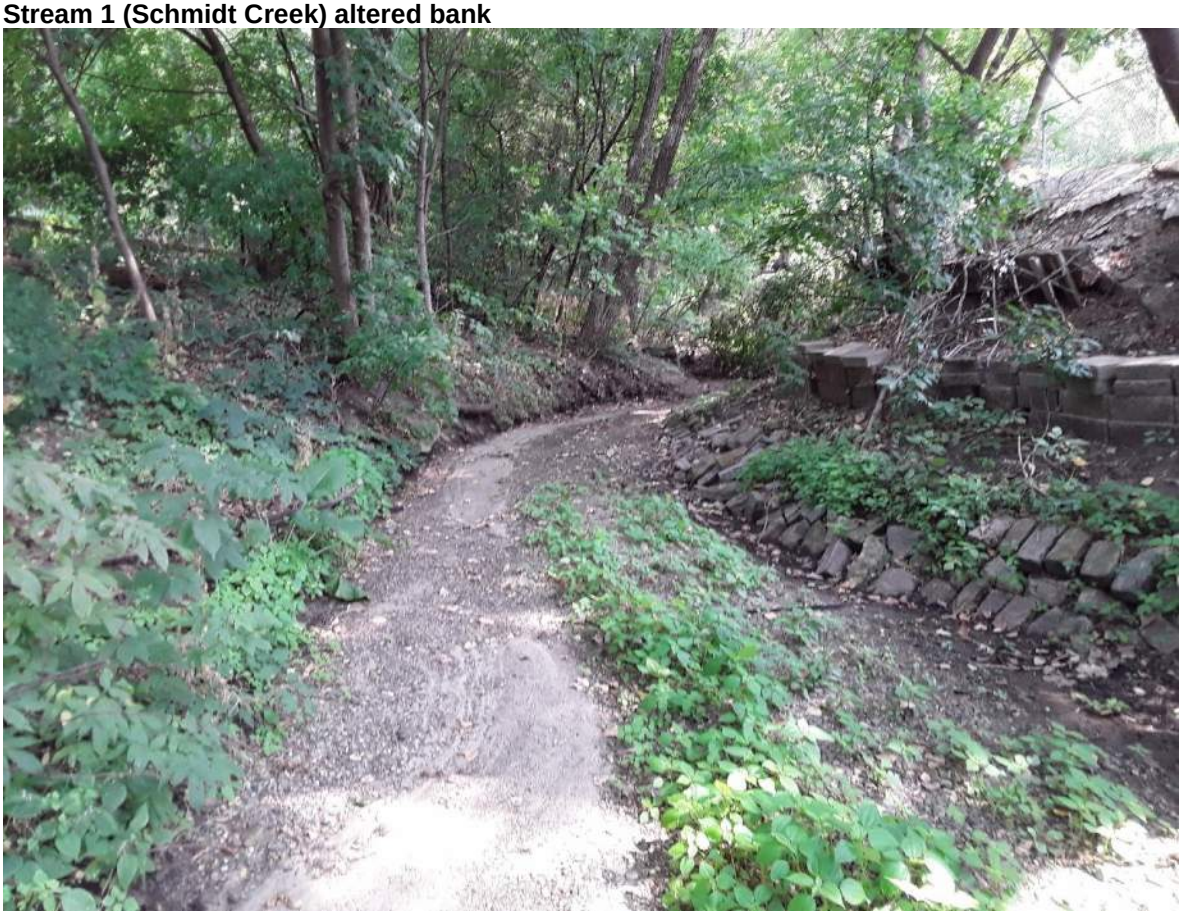
3.2.2 Stream 1 (Schmidt Creek)

Stream 1 is an 843-foot reach of Schmidt Creek. It appeared to be a perennial stream in typical years. The channel was dry during the site visit due to severe drought conditions. Adjacent land use is a mix of

single-family residential and open space. Numerous back yards abut or include the stream channel. Stream banks are heavily altered in some areas. Within the project area, the stream flows west-to-east/northeast before passing through a culvert under a railroad right-of-way. The stream discharges to Bass Lake north of the Project Area.

Stream 1 (Schmidt Creek)

Stream 1 (Schmidt Creek) altered bank



3.2.3 Stream 2 (Ives Creek)

Stream 2 is 387-foot reach of Ives Creek. Within the Project Area, Ives Creek is a ditched stream with intermittent or ephemeral flow. The channel was dry and overgrown with vegetation during the site visit. The banks have been heavily altered or created. Adjacent land use is single-family residential, and the ditch runs through back yards. The channel runs south-to-north before discharging into Wetland 1.

4.0 CONCLUSION

One wetland (Wetland 1) and two waterbodies (Schmidt Creek and Ives Creek) were identified and delineated within the Project Area in accordance with state and federal guidelines. The wetlands were surveyed with sub-meter GPS and mapped using ESRI ArcPro GIS software. A total of 0.21 acres of wetlands and 1,230 linear feet of stream were delineated within the Project Area.

Stantec recommends this report be submitted to the WCA LGU (City of Plymouth) and USACE for a for final jurisdictional review and concurrence. The delineation was performed by experienced and qualified professionals using standard practices and sound professional judgment. The ultimate decision on wetland boundaries rests with the WCA LGU and USACE. As a result, there may be adjustments to boundaries based upon review by a regulatory agency.

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Appendix A FIGURES

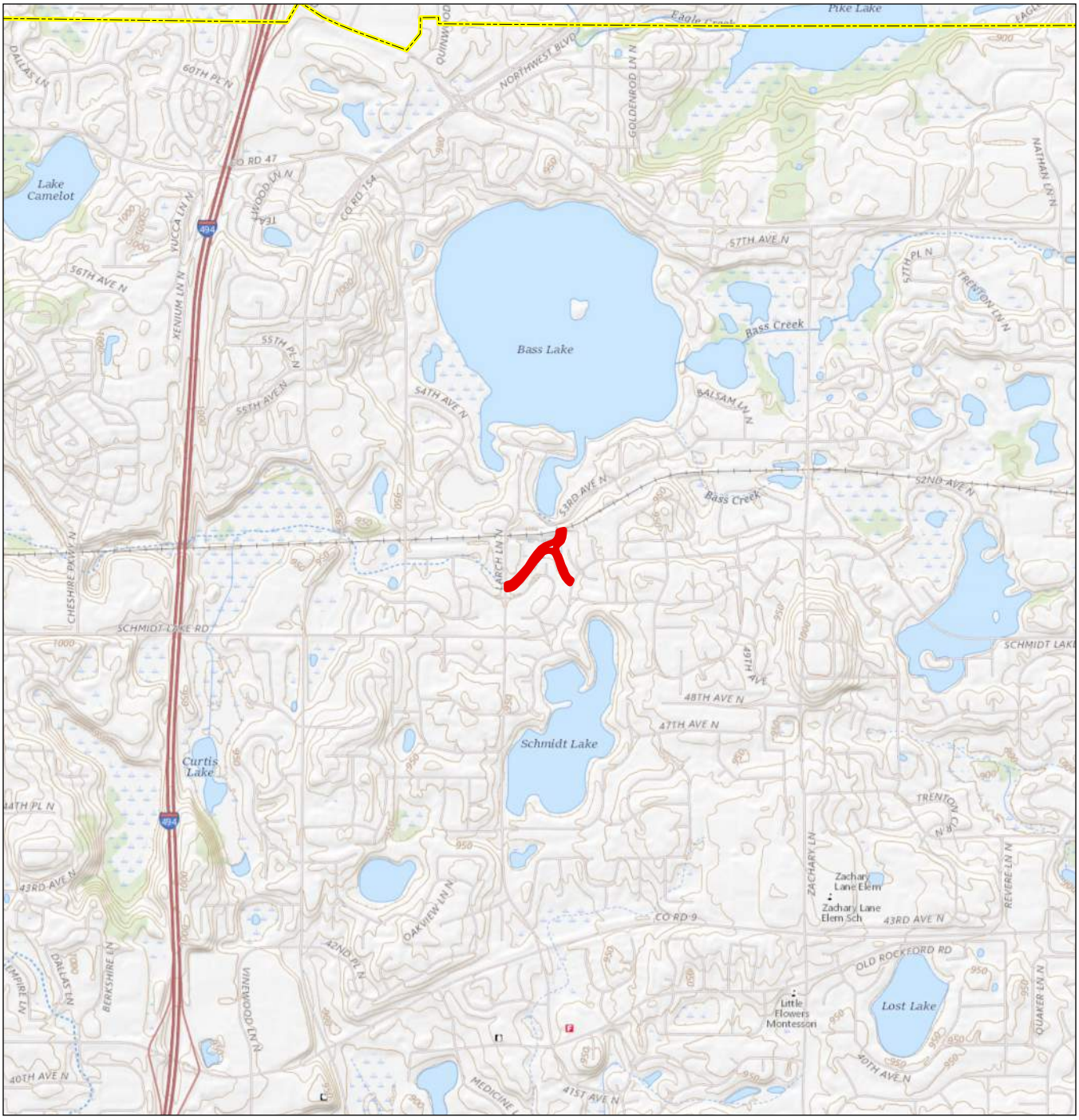
Figure 1. Project Location

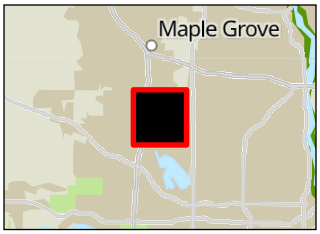
Figure 2. Soil Survey

Figure 3. Minnesota Protected Waters

Figure 4. Minnesota National Wetland Inventory

Figure 5. Field Collected Data





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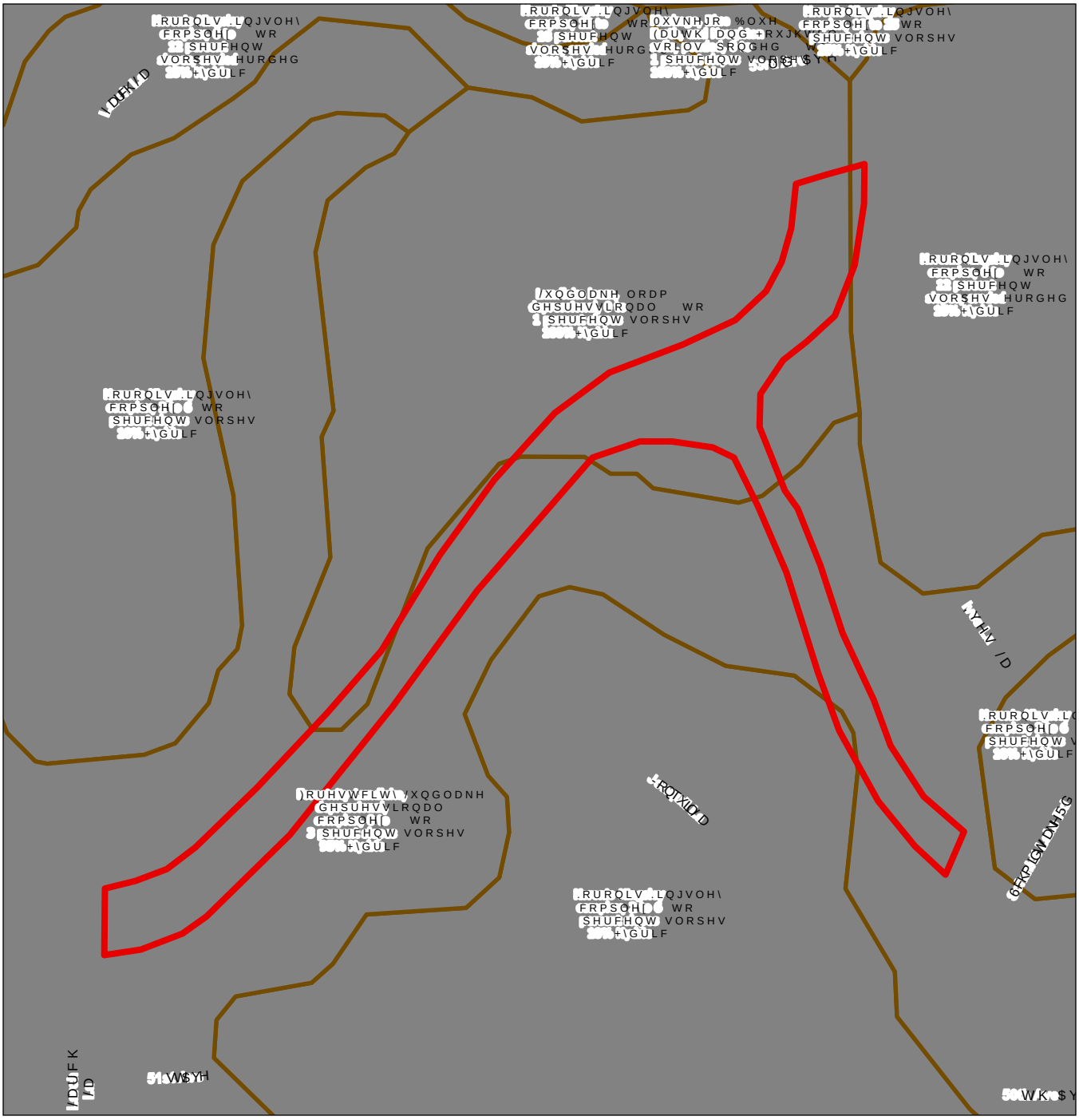

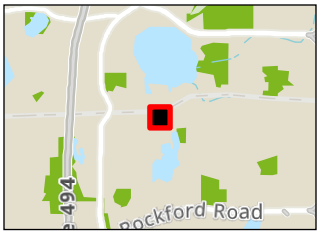

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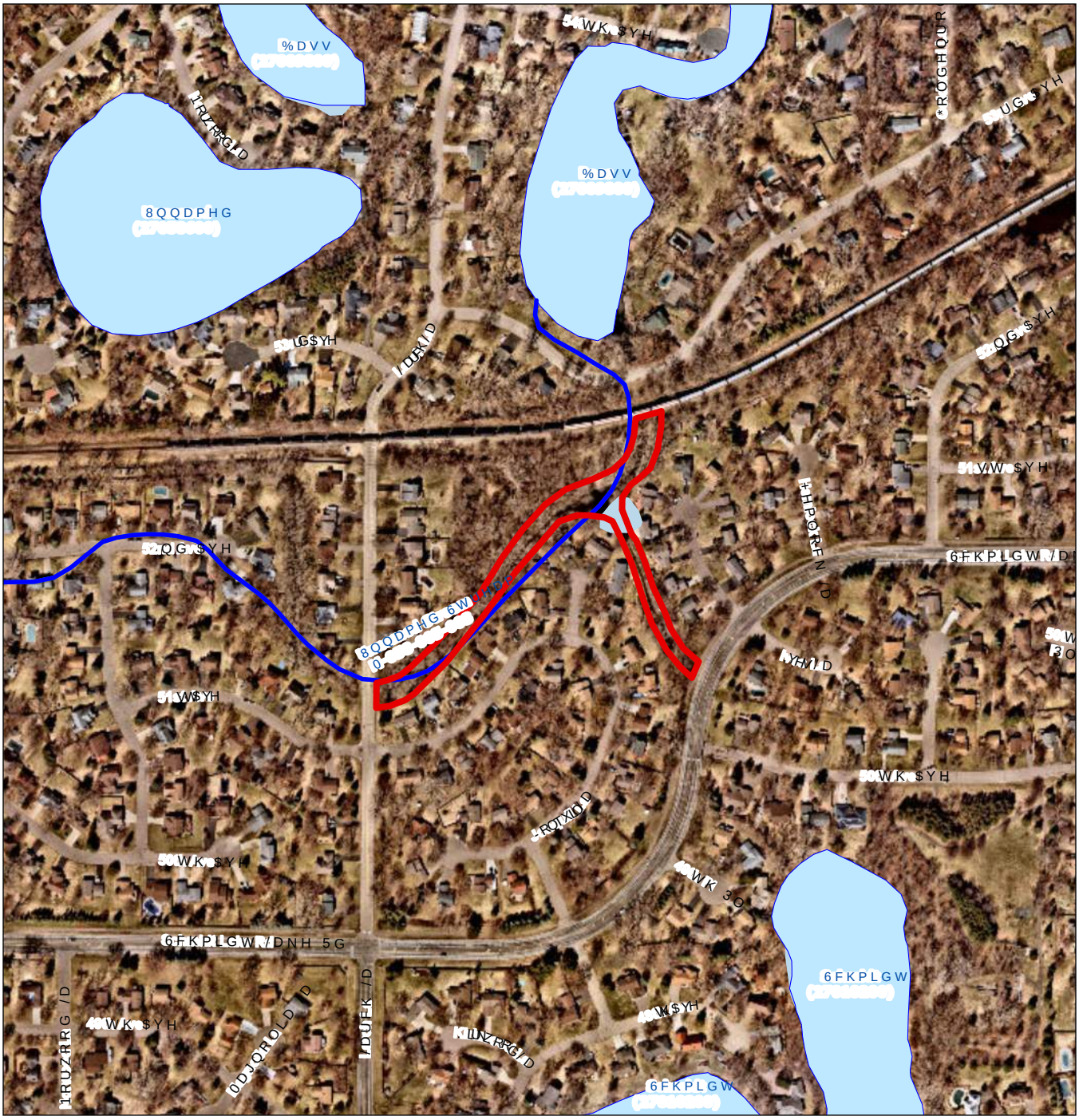
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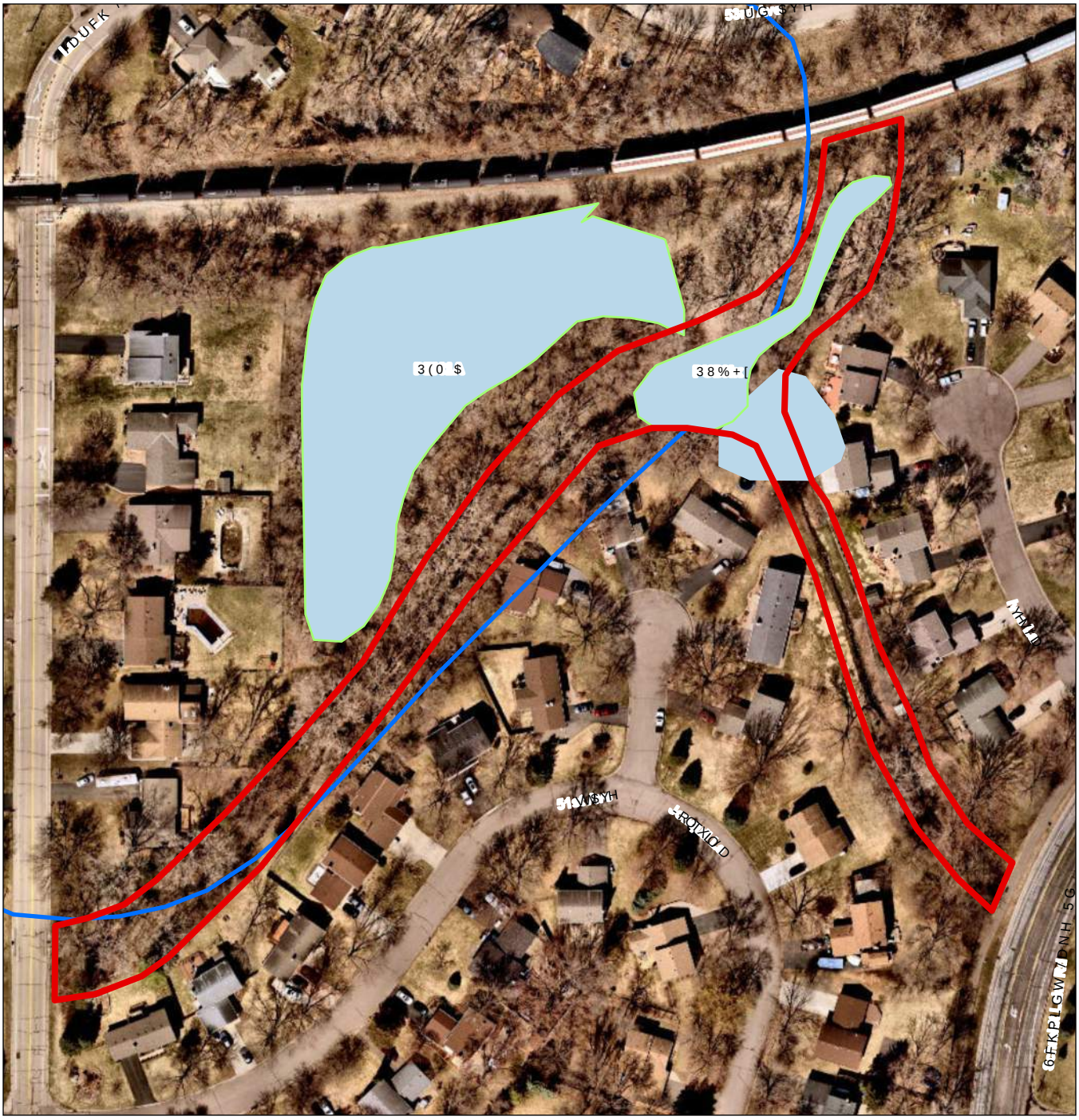

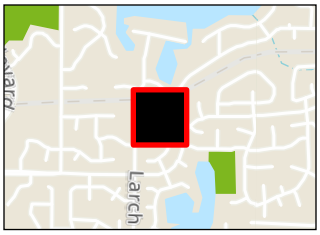

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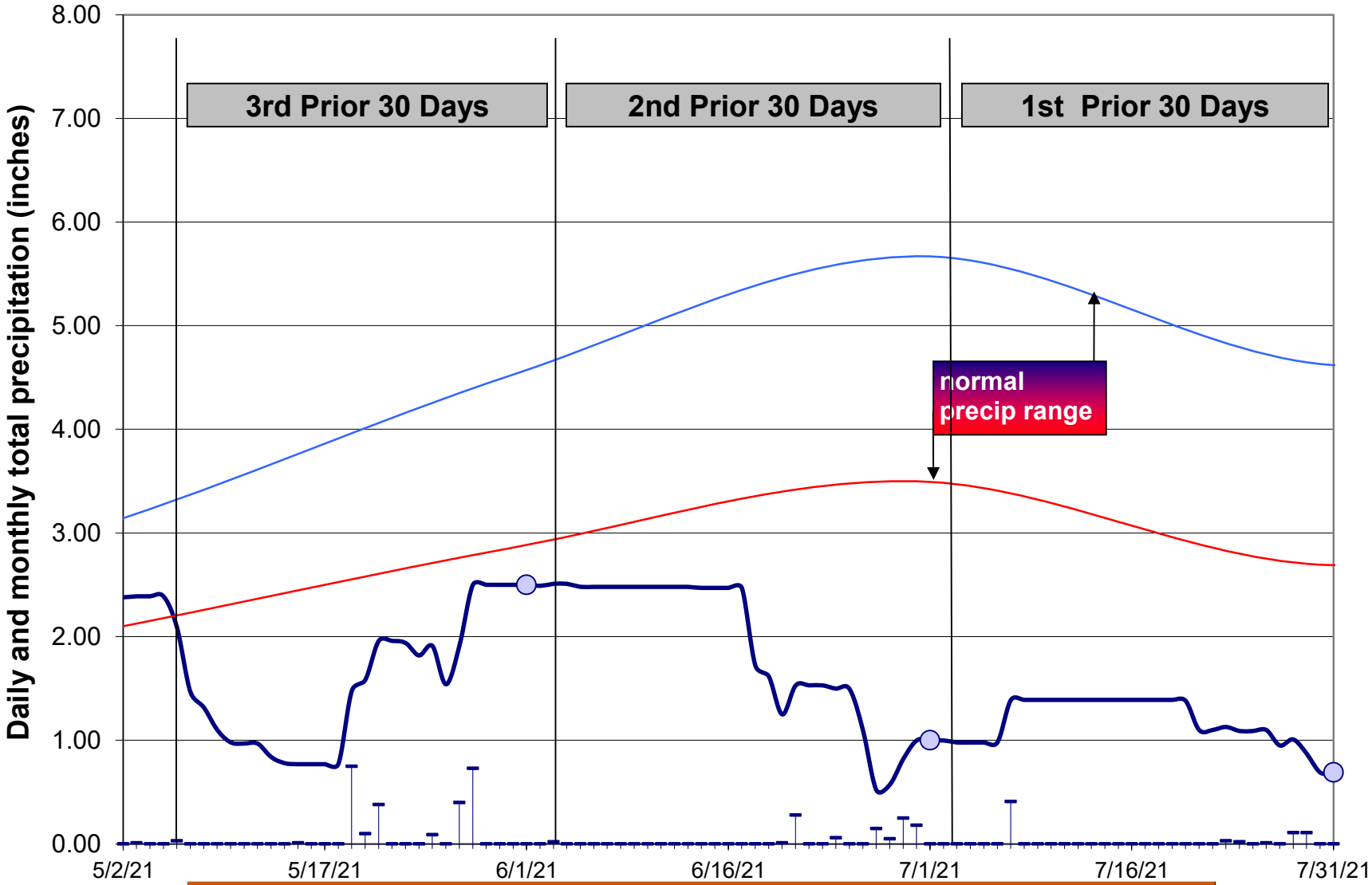
Appendix B PRECIPITATION ANALYSIS

ALL PRECIPITATION DATA FROM MN STATE CLIMATOLOGY OFFICE. MISSING DAILY DATA SUPPLEMENTED BY NEXT-NEAREST STATION.



MSCO Plymouth S11 T118N R22W								
Month		30% chance <	30% chance >	Precip	Condition Dry, Wet, Normal	Condition Value[1]	Month Weight Value	Product of Previous 2 Columns
1st Prior Month	July	2.69	4.41	0.69	D	1	3	3
2nd Prior Month	June	3.5	5.67	1.00	D	1	2	2
3rd Prior Month	May	2.86	4.53	2.50	D	1	1	1
Conclusions[2]	Prior period has been dryer than normal							6

Appendix C WETLAND DETERMINATION DATA FORMS

WETLAND DETERMINATION DATA FORM - Midwest Region

Project/Site: Schmidt and Ives Creek City/County: Plymouth Sampling Date: 8/5/21

Applicant/Owner: City of Plymouth State: MN Sampling Point: W1-up

Investigator(s): Matthew Summers, Stantec Section, Township, Range: _____

Landform (hillslope, terrace, etc.): Backslope, graded Local relief (concave, convex, none): convex

Slope (%): 29% Lat: 45.046757 Long: -93.43376 Datum: NAD83

Soil Map Unit Name: Lundlake loam NWI Classification: _____

Are climatic/hydrologic conditions of the site typical for this time of the year? N (If no, explain in remarks)

Are vegetation ____, soil X, or hydrology ____ significantly disturbed? Are "normal circumstances" present? Yes

Are vegetation ____, soil ____, or hydrology ____ naturally problematic?

SUMMARY OF FINDINGS

(If needed, explain any answers in remarks.)

Hydrophytic vegetation present?	N	
Hydric soil present?	N	**Is the sampled area within a wetland?** N
Indicators of wetland hydrology present?	N	If yes, optional wetland site ID: _____

Remarks: (Explain alternative procedures here or in a separate report.)

Severe drought conditions per USDA Drought Map. Soils heavily disturbed, very rocky.

VEGETATION -- Use scientific names of plants.

Tree Stratum (Plot size: 30)	Absolute % Cover	Dominant Species	Indicator Staus
1 *Acer negundo*	30	Y	FAC
2 *Acer rubrum*	15	Y	FAC
3			
4			
5			
	45 = Total Cover		

Sapling/Shrub stratum (Plot size: 15)			
1 *Ulmus americana*	15	Y	FACW
2 *Prunus virginiana*	10	Y	FACU
3 *Sambucus racemosa*	10	Y	FACU
4			
5			
	35 = Total Cover		

Herb stratum (Plot size: 5)			
1 *Parthenocissus quinquefolia*	40	Y	FACU
2 *Ageratina altissima*	30	Y	FACU
3 *Arctium minus*	10	N	FACU
4			
5			
6			
7			
8			
9			
10			
	80 = Total Cover		

Woody vine stratum (Plot size: ____)			
1			
2			
	0 = Total Cover		

Dominance Test Worksheet

Number of Dominant Species that are OBL, FACW, or FAC: 3 (A)

Total Number of Dominant Species Across all Strata: 7 (B)

Percent of Dominant Species that are OBL, FACW, or FAC: 42.86% (A/B)

Prevalence Index Worksheet

Total % Cover of:

OBL species	0	x 1 =	0
FACW species	15	x 2 =	30
FAC species	45	x 3 =	135
FACU species	100	x 4 =	400
UPL species	0	x 5 =	0
Column totals	160 (A)		565 (B)

Prevalence Index = B/A = 3.53

Hydrophytic Vegetation Indicators:

- ___ Rapid test for hydrophytic vegetation
- ___ Dominance test is >50%
- ___ Prevalence index is ≤3.0*
- ___ Morphogical adaptations* (provide supporting data in Remarks or on a separate sheet)
- ___ Problematic hydrophytic vegetation* (explain)

*Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic

Hydrophytic vegetation present? N

Remarks: (Include photo numbers here or on a separate sheet)

SOIL

Sampling Point: W1-up

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (Inches)	Matrix Color (moist)	Matrix %	Redox Features Color (moist)	Redox %	Type*	Loc**	Texture	Remarks
							rocky fill?	

*Type: C = Concentration, D = Depletion, RM = Reduced Matrix, MS = Masked Sand Grains. **Location: PL = Pore Lining, M = Matrix

Hydric Soil Indicators:

___ Histisol (A1)
___ Histic Epipedon (A2)
___ Black Histic (A3)
___ Hydrogen Sulfide (A4)
___ Stratified Layers (A5)
___ 2 cm Muck (A10)
___ Depleted Below Dark Surface (A11)
___ Thick Dark Surface (A12)
___ Sandy Mucky Mineral (S1)
___ 5 cm Mucky Peat or Peat (S3)
___ Sandy Gleyed Matrix (S4)
___ Sandy Redox (S5)
___ Stripped Matrix (S6)
___ Loamy Mucky Mineral (F1)
___ Loamy Gleyed Matrix (F2)
___ Depleted Matrix (F3)
___ Redox Dark Surface (F6)
___ Depleted Dark Surface (F7)
___ Redox Depressions (F8)

Indicators for Problematic Hydric Soils:

___ Coast Prairie Redox (A16) (**LRR K, L, R**)
___ Dark Surface (S7) (**LRR K, L)**
___ Iron-Manganese Masses (F12) (**LRR K, L, R**)
___ Very Shallow Dark Surface (TF12)
___ Other (explain in remarks)

*Indicators of hydrophytic vegetation and weltand hydrology must be present, unless disturbed or problematic

Restrictive Layer (if observed):
Type: _____
Depth (inches): _____

Hydric soil present? N

Remarks:
Soil too rocky to auger. Disturbed from development and pond creation. Likely fill.

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one is required; check all that apply)

___ Surface Water (A1)
___ High Water Table (A2)
___ Saturation (A3)
___ Water Marks (B1)
___ Sediment Deposits (B2)
___ Drift Deposits (B3)
___ Algal Mat or Crust (B4)
___ Iron Deposits (B5)
___ Inundation Visible on Aerial Imagery (B7)
___ Sparsely Vegetated Concave Surface (B8)
___ Water-Stained Leaves (B9)
___ Aquatic Fauna (B13)
___ True Aquatic Plants (B14)
___ Hydrogen Sulfide Odor (C1)
___ Oxidized Rhizospheres on Living Roots (C3)
___ Presence of Reduced Iron (C4)
___ Recent Iron Reduction in Tilled Soils (C6)
___ Thin Muck Surface (C7)
___ Gauge or Well Data (D9)
___ Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

___ Surface Soil Cracks (B6)
___ Drainage Patterns (B10)
___ Dry-Season Water Table (C2)
___ Crayfish Burrows (C8)
___ Saturation Visible on Aerial Imagery (C9)
___ Stunted or Stressed Plants (D1)
___ Geomorphic Position (D2)
___ FAC-Neutral Test (D5)

Field Observations:

Surface water present?	Yes	___	No	X	Depth (inches): ___
Water table present?	Yes	___	No	X	Depth (inches): ___
Saturation present? (includes capillary fringe)	Yes	___	No	X	Depth (inches): ___

Indicators of wetland hydrology present? N

Describe recorded data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

WETLAND DETERMINATION DATA FORM - Midwest Region

Project/Site: Schmidt and Ives Creek City/County: Plymouth Sampling Date: 8/5/21

Applicant/Owner: City of Plymouth State: MN Sampling Point: W1-wet

Investigator(s): Matthew Summers, Stantec Section, Township, Range: _____

Landform (hillslope, terrace, etc.): Basin Local relief (concave, convex, none): concave

Slope (%): n/a Lat: 45.046877 Long: -93.433857 Datum: NAD83

Soil Map Unit Name: Lundlake loam NWI Classification: PUBHx

Are climatic/hydrologic conditions of the site typical for this time of the year? N (If no, explain in remarks)

Are vegetation ____, soil ____, or hydrology X significantly disturbed? Are "normal circumstances" present? No

Are vegetation ____, soil ____, or hydrology ____ naturally problematic?

SUMMARY OF FINDINGS

(If needed, explain any answers in remarks.)

Hydrophytic vegetation present?	Y	**Is the sampled area within a wetland?** Y
Hydric soil present?	Y	If yes, optional wetland site ID: Wetland 1
Indicators of wetland hydrology present?	Y	

Remarks: (Explain alternative procedures here or in a separate report.)

Severe drought conditions per USDA Drought Map. Dry PUB/Type 5.

VEGETATION -- Use scientific names of plants.

Tree Stratum (Plot size: whole basin)	Absolute % Cover	Dominant Species	Indicator Staus
1			
2			
3			
4			
5			
	0 = Total Cover		

Sapling/Shrub stratum (Plot size: whole basin)			
1			
2			
3			
4			
5			
	0 = Total Cover		

Herb stratum (Plot size: whole basin)			
1 *Sagittaria latifolia*	20	Y	OBL
2 *Bidens tripartita*	10	Y	OBL
3			
4			
5			
6			
7			
8			
9			
10			
	30 = Total Cover		

Woody vine stratum (Plot size: ____)			
1			
2			
	0 = Total Cover		

Dominance Test Worksheet

Number of Dominant Species that are OBL, FACW, or FAC: 2 (A)

Total Number of Dominant Species Across all Strata: 2 (B)

Percent of Dominant Species that are OBL, FACW, or FAC: 100.00% (A/B)

Prevalence Index Worksheet

Total % Cover of:

OBL species	30	x 1 =	30
FACW species	0	x 2 =	0
FAC species	0	x 3 =	0
FACU species	0	x 4 =	0
UPL species	0	x 5 =	0
Column totals	30 (A)		30 (B)

Prevalence Index = B/A = 1.00

Hydrophytic Vegetation Indicators:

- X Rapid test for hydrophytic vegetation
- X Dominance test is >50%
- X Prevalence index is ≤3.0*
- ___ Morphogical adaptations* (provide supporting data in Remarks or on a separate sheet)
- ___ Problematic hydrophytic vegetation* (explain)

*Indicators of hydric soil and wetland hydrology must be present, unless disturbed or problematic

Hydrophytic vegetation present? Y

Remarks: (Include photo numbers here or on a separate sheet)

50% exposed pond bottom

SOIL

Sampling Point: W1-wet

Profile Description: (Describe to the depth needed to document the indicator or confirm the absence of indicators.)

Depth (Inches)	Matrix Color (moist)	Matrix %	Redox Features Color (moist)	Redox %	Type*	Loc**	Texture	Remarks
0-20	10YR 2/1						muck	

*Type: C = Concentration, D = Depletion, RM = Reduced Matrix, MS = Masked Sand Grains. **Location: PL = Pore Lining, M = Matrix

Hydric Soil Indicators:

- X Histisol (A1)
- ___ Histic Epipedon (A2)
- ___ Black Histic (A3)
- X Hydrogen Sulfide (A4)
- ___ Stratified Layers (A5)
- ___ 2 cm Muck (A10)
- ___ Depleted Below Dark Surface (A11)
- ___ Thick Dark Surface (A12)
- ___ Sandy Mucky Mineral (S1)
- ___ 5 cm Mucky Peat or Peat (S3)
- ___ Sandy Gleyed Matrix (S4)
- ___ Sandy Redox (S5)
- ___ Stripped Matrix (S6)
- ___ Loamy Mucky Mineral (F1)
- ___ Loamy Gleyed Matrix (F2)
- ___ Depleted Matrix (F3)
- ___ Redox Dark Surface (F6)
- ___ Depleted Dark Surface (F7)
- ___ Redox Depressions (F8)

Indicators for Problematic Hydric Soils:

- ___ Coast Prairie Redox (A16) (**LRR K, L, R**)
- ___ Dark Surface (S7) (**LRR K, L)**
- ___ Iron-Manganese Masses (F12) (**LRR K, L, R**)
- ___ Very Shallow Dark Surface (TF12)
- ___ Other (explain in remarks)

*Indicators of hydrophytic vegetation and weltand hydrology must be present, unless disturbed or problematic

Restrictive Layer (if observed):
Type: _____
Depth (inches): _____

Hydric soil present? Y

Remarks:

HYDROLOGY

Wetland Hydrology Indicators:

Primary Indicators (minimum of one is required; check all that apply)

- ___ Surface Water (A1)
- ___ High Water Table (A2)
- X Saturation (A3)
- ___ Water Marks (B1)
- ___ Sediment Deposits (B2)
- ___ Drift Deposits (B3)
- X Algal Mat or Crust (B4)
- ___ Iron Deposits (B5)
- X Inundation Visible on Aerial Imagery (B7)
- X Sparsely Vegetated Concave Surface (B8)
- X Water-Stained Leaves (B9)
- ___ Aquatic Fauna (B13)
- ___ True Aquatic Plants (B14)
- X Hydrogen Sulfide Odor (C1)
- ___ Oxidized Rhizospheres on Living Roots (C3)
- ___ Presence of Reduced Iron (C4)
- ___ Recent Iron Reduction in Tilled Soils (C6)
- ___ Thin Muck Surface (C7)
- ___ Gauge or Well Data (D9)
- ___ Other (Explain in Remarks)

Secondary Indicators (minimum of two required)

- ___ Surface Soil Cracks (B6)
- ___ Drainage Patterns (B10)
- X Dry-Season Water Table (C2)
- ___ Crayfish Burrows (C8)
- ___ Saturation Visible on Aerial Imagery (C9)
- ___ Stunted or Stressed Plants (D1)
- X Geomorphic Position (D2)
- X FAC-Neutral Test (D5)

Field Observations:

Surface water present?	Yes	___	No	X	Depth (inches): ___
Water table present?	Yes	X	No	___	Depth (inches): 15"
Saturation present? (includes capillary fringe)	Yes	X	No	___	Depth (inches): 9"

Indicators of wetland hydrology present? Y

Describe recorded data (stream gauge, monitoring well, aerial photos, previous inspections), if available:

Remarks:

Attachment 3:
Concept Design Plan

3/14/2022 4:39:39 PM

TYPICAL CHANNEL SECTION
(NOT TO SCALE)

WENCK
now part of
Stantec
7500 OLSON MEMORIAL HWY
SUITE 300
GOLDEN VALLEY, MN 55427
PHONE: 763-252-6800
FAX: 952-831-1268
WWW.WENCK.COM

SUB CONSULTANT:

CLIENT:
CITY OF PLYMOUTH

PROJECT TITLE:
SCHMIDT AND IVES CREEK STABILIZATION
CITY OF PLYMOUTH

ISSUE NO.:	DESCRIPTION:	DATE:
ISSUE #	DESCRIPTION	XX/XX/XXXX

CERTIFICATION:
NOT FOR CONSTRUCTION

PROJECT NO.:	227704233	
DWN BY: JJOA	CHK'D BY: EAM	APP'D BY: XXX
ISSUE DATE:	08/XX/2021	
ISSUE NO.:	CONCEPT PLAN	

SHEET TITLE:
CONCEPT PLAN

SHEET NO.:
C-101

U:\227704233\technical\Schmidt-Ives_Creek\Tasks\Concept Plan\C-101 2022-03-14.dwg 3/14/2022 ACCOLA, JOSHUA

Attachment 4:
Engineering Opinion of Cost

OPINION OF PROBABLE COST
City of Plymouth
Palmer Creek Estates Channels (Schmidt/Ives Channels)
Concept Plan
11/1/2021

WENCK
now part of
Stantec

Bid Item	Description	Units	Quantity	Unit Price	Extension
SCHMIDT/IVES CREEK					
1	MOBILIZATION & DEMOBILIZATION	LS	1	$ 9,300.00	$ 9,300.00
2	TEMPORARY CONSTRUCTION ENTRANCE - MAINTAINED	EA	1	$ 2,000.00	$ 2,000.00
3	SALVAGE FOOT BRIDGE AND REINSTALL	LS	1	$ 1,500.00	$ 1,500.00
4	TREE CLEARING & DISPOSAL	EA	15	$ 550.00	$ 8,300.00
5	CLASS II RIPRAP, ANGULAR - RIPRAP TOE/SIDE SLOPE	TON	825	$ 100.00	$ 82,500.00
6	CLASS II RIPRAP, ANGULAR - RIPRAP BLANKET/ENERGY DISSAPATOR	TON	80	$ 100.00	$ 8,000.00
6	GRADED BANK	LIN FT	2500	$ 20.00	$ 50,000.00
7	IMPORTED ORGANIC TOPSOIL (6" OVER ROCK AREA)	CY	10	$ 70.00	$ 700.00
8	BRUSH REMOVAL	LS	1	$ 2,000.00	$ 2,000.00
9	GEOTEXTILE (MNDOT 3733-1, TYPE V WOVEN)	SY	2,500	$ 5.00	$ 12,500.00
10	EROSION CONTROL BLANKET (CATEGORY 3N TYPE 2S)	SY	2,500	$ 5.00	$ 12,500.00
11	CULVERT INLET PROTECTION (ROCK BAGS OR SIMILAR)	LS	1	$ 500.00	$ 500.00
12	NATIVE SEEDING	AC	1	$ 2,500.00	$ 2,500.00
13	NATIVE SEED MIX 36-211	LB (PLS)	15	$ 150.00	$ 2,300.00
14	ANNUAL MAINTENCE (NET PRESENT VALUE OF $500/yr for 30 years)*	LS	1	$ 12,000.00	$ 12,000.00
				CONSTRUCTION COST ESTIMATE	$ 206,600.00
				CONTINGENCY (20% OF CONSTRUCTION COST ESTIMATE)	$ 41,400.00
				TOTAL CONSTRUCTION COST ESTMATE	$ 248,000.00
				CONSTRUCTION MANAGEMENT SERVICES	$ 8,000.00
				ESTIMATED DESIGN FEE	$ 14,000.00
				PROBABLE CONSTRUCTION COST ESTIMATE	**$ 270,000.00**

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION AWARDING CONTRACT AND ENTERING INTO A COOPERATIVE AGREEMENT WITH THE SHINGLE CREEK WATERSHED MANAGEMENT COMMISSION FOR THE PALMER CREEK ESTATES STREAM RESTORATION PROJECT (WR210002)

WHEREAS, pursuant to an advertisement for bids for the Palmer Creek Estates Stream Restoration Project, bids were received, opened and tabulated according to State law, and the following bids were received complying with the advertisement:

Contractor	Total Bid
Sunram Construction, Inc.	$558,098.00
New Look Contracting, Inc.	$579,237.00
Rachel Contracting, LLC.	$729,813.85
Meyer Contracting, Inc.	$746,443.81
Bituminous Roadways Inc.	$747,744.00
Engineer's Estimate	$602,500.00

WHEREAS, Sunram Construction Inc. from Corcoran, Minnesota is the lowest responsible bidder complying with the minimum qualifications; and

WHEREAS, the City Engineer recommends awarding the project to Sunram Construction Inc.

WHEREAS, the Cooperative Agreement outlines that the City of Plymouth will bid and administer construction services for the project; and

WHEREAS, the City of Plymouth will be reimbursed for costs associated with the Palmer Creek Estates Stream Restoration Project by the Shingle Creek Watershed Management Commission (SCWMC) in accordance with the Cooperative Agreement; and

WHEREAS, the City of Plymouth will be reimbursed for 100% of the costs up to $636,300 associated with the Palmer Creek Estates Stream Restoration Project by the SCWMC.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that:

1) The Mayor and City Manager are authorized and directed to enter into a contract with Sunram Construction Inc. in the name of the City of Plymouth for the Palmer Creek Estates Stream Restoration Project according to the plans and specifications on file in the office of the City Engineer in the amount $558,098.00.

2) The total cost of the project is $636,300.00 and includes the improvements in the amount of $558,098.00 and design, administration, and contingency in the amount of $78,202.00.

3) The Mayor and City Manager are authorized and directed to approve and sign the Cooperative Agreement between the City of Plymouth and the Shingle Creek Watershed Management Commission.

BE IT FURTHER RESOLVED, that the project would be funded in the amount of $636,300.00 from the Water Resources Fund and reimbursed by the Shingle Creek Watershed Management Commission Capital Improvement Funds.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.14**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Michael Thompson, Public Works Director

Reviewed by: Michael Thompson, Public Works Director

Item: **Award contract for box culvert/bridge for Chankahda Trail Reconstruction - Phase 2 Project (ST230002)**

1. Action Requested:

Adopt attached resolution awarding contract for the box culvert/bridge for Chankahda Trail Reconstruction - Phase 2 Project (ST230002).

2. Background:

At its October 25, 2022 meeting, Council authorized bidding of the box culvert section for this project due to the long lead times. This ensures the reconstruction project can be fully delivered in 2023 as planned. Bids were publicly opened on December 2, 2022. Two bids were received as detailed in the attached bid tabulation. The low bid from Hancock Concrete Products, who has been vetted, meets all qualifications. This supplier will furnish the box culvert sections next year in late summer/early fall when the bridge construction phase begins over Elm Creek, west of the dog park on Chankahda Trail. The bid date for the remainder of the project is planned for March/April 2023 with construction beginning spring of 2023 and substantial completion in late fall 2023.

3. Budget Impact:

The cost for the box culvert/bridge is included in the total anticipated budget of $10 million for the project.

4. Attachments:

Bid Tabulation
Recommendation Letter
Resolution

BID TABULATION

Contract: CHANKAHDA TRAIL BOX CULVERT
Owner: CITY OF PLYMOUTH
Bid Opening Date: 12/02/2022

					Hancock Concrete Products		Rinker Materials	
Item No	**Mn/DOT No.**	**Item Description**	**Unit**	**Quantity**	**Unit Price**	**Amount**	**Unit Price**	**Amount**
1	2412.502	8X8 PRECAST CONCRET BOX CULVERT END SECTION	EACH	4	$ 19,193.90	$ 76,775.60	$ 25,720.00	$ 102,880.00
2	2412.503	8X8 PRECAST CONCRETE BOX CULVERT	LIN FT	192	$ 1,402.87	$ 269,351.04	$ 1,462.00	$ 280,704.00
					TOTAL BID	**$ 346,126.64**		**$ 383,584.00**

Kimley»Horn

December 2, 2022

Michael Thompson, P.E.
Public Works Director
City of Plymouth
3400 Plymouth Boulevard
Plymouth, MN 55447

RE: ***Summary of Bids***
Chankahda Trail Box Culvert
City Project No. ST-23-0002

Dear Mr. Thompson:

On Friday, December 2nd at 10:00 AM, bids were received and opened for the above-referenced project. Bids were received from two (2) suppliers as follows:

Supplier	Bid Amount
Hancock Concrete Products	$ 346,126.64
Rinker Materials	$ 383,584.00
Engineer's Estimate	$ 300,000.00

All bids were submitted with proper guarantees in the amount of five percent (5%) of the total bid as required by the Project Manual.

Hancock Concrete Products was the low bidder with a bid amount of $346,126.64. The low bid is $46,126.64 or 15% more than the Engineer's Estimate of $300,000.00. After review of the bids, we believe this pricing is competitive and the price increase over the estimate is indicative of the current material supply challenges in the construction industry.

The low bidder, Hancock Concrete Products, has a successful record of producing concrete box culverts throughout the Twin Cities metro area and are therefore, capable of performing this work.

Please contact me at (651) 643-0409 or chadd.larson@kimley-horn.com should you have any questions or need additional information.

Sincerely,
Kimley-Horn and Associates, Inc.

Chadd B. Larson

Chadd Larson, P.E.
Project Manager

CITY OF PLYMOUTH

RESOLUTION NO. 2022 -

RESOLUTION AWARDING CONTRACT FOR BOX CULVERT/BRIDGE FOR CHANKAHDA TRAIL RECONSTRUCTION PHASE 2 PROJECT (ST230002)

WHEREAS, on October 25, 2022, the Council authorized bidding for the box culvert section for this project (Resolution No. 2022-270); and

WHEREAS, the City has prepared specifications, advertised, received and opened bids on December 2, 2022 at 10:00 am; and

WHEREAS, the following two bids were received; and

Item	Bid Amount
Hancock Concrete Products	$346,126.64
Rinker Materials	$383,584.00
Engineer's Estimate	*$300,000.00*

WHEREAS, Hancock Concrete Products' qualifications and work performance are compliant with the City's Responsible Bidder qualification policy.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the contract is awarded to Hancock Concrete Products and the Mayor and City Manager are authorized to sign the contract signifying the City's approval.

APPROVED by the City Council on this 13th of December, 2022.

City of Plymouth

Agenda Number: **6.15**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Kirill Maloylo, Asset Management Project Coordinator

Reviewed by: Michael Thompson, Public Works Director

Item: **Approve water treatment chemical prices for 2023**

1. Action Requested:

Adopt attached resolution approving water treatment chemical prices for 2023.

2. Background:

The City purchases chemicals for use in water treatment at both the Central and Zachary Water Treatment Plants. Bids were publicly opened on December 1, 2022. Two bids were received, and staff recommends approval of all prices submitted by Hawkins, Inc. and Shannon Chemical Corporation. While chemicals will typically be purchased through the company with the lowest price, approving both bids will ensure the City has an alternative supply source in case of long wait times or if the quality or quantity of a chemical is not available from the company with the lowest price. Bids received this year are higher compared to previous years due to the tightening markets for raw material supplies, escalating energy costs, and increasing packaging and freight costs.

3. Budget Impact:

The total cost for water treatment chemicals throughout a given year vary based on demand (residential use, process water, and irrigation) but is largely dependent upon precipitation. During dry years the total expenditures go up due to irrigation demand, however this is offset by revenues. The water fund budget for 2023 includes $360,000 for chemicals, which is projected to be adequate based on a typical year of production.

4. Attachments:

Bid Tab
Resolution

City of Plymouth

BID OPENING

2023 Water Treatment Chemicals

	ITEM	HAWKINS, INC	SHANNON CORP.
1	Sodium Hypochlorite, 12.5%, Bulk Gallons	$ 2.44	No Bid
2	Zinc Orthophosphate, mini-bulk	$ 11.67	$ 31.47
3	Hydrofluosilicic Acid, 23-25%, mini-bulk	$ 0.49	No Bid
4	Sodium Permanganate, 20%, NSF 60 Cert., mini-bulk	$ 16.80	$ 27.27
5	Fouride, mini-bulk	$ 0.49	No Bid
6	LPC-9L - mini-bulk	$ 11.67	No Bid

CITY OF PLYMOUTH

RESOLUTION NO. 2022 -

RESOLUTION APPROVING WATER TREATMENT CHEMICAL PRICES FOR 2023

WHEREAS, the City has prepared specifications, advertised, received bids, and opened bids on December 1, 2022; and

WHEREAS, the following bids were received:

Item	Hawkins, Inc.	Shannon Corp.
Sodium Hypochlorite, 12.5%, bulk gallons	$2.44	No Bid
Zinc Orthophosphate, mini-bulk	$11.67	$31.47
Hydrofluosilicic Acid, 23-25%, mini-bulk	$0.49	No Bid
Sodium Permanganate, 20%, NSF 60 cert., mini-bulk	$16.80	$27.27
Fluoride, mini-bulk	$0.49	No Bid
LPC-9L, mini-bulk	$11.67	No Bid

WHEREAS, Hawkins, Inc. and Shannon Chemical Corporation provided bids complying with the minimum qualifications; and

WHEREAS, chemicals are typically purchased through the company with the lowest bid price, but instances may come up where the City needs to purchase from another bidder; and

WHEREAS, the City Engineer recommends approving bids from both companies.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the bids submitted by Hawkins, Inc. of Roseville, Minnesota, and Shannon Chemical Corp. of Malvern, Pennsylvania are accepted.

BE IT FURTHER RESOLVED that the funding shall be from the Water Fund in the amount of $360,000.

APPROVED by the City Council on this 13th day of December 2022.

Agenda Number: **6.16**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jennifer Tomlinson, Parks and Recreation Director

Reviewed by: Jennifer Tomlinson, Director of Parks and Recreation

Item: **[Item moved to 6.18]**

---

1. Action Requested:

N/A

2. Background:

N/A

3. Budget Impact:

N/A

4. Attachments:

City of Plymouth

Agenda Number: **6.17**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Erik Fadden, Public Safety Director

Reviewed by: Erik Fadden, Public Safety Director

Item: **Approve grant from the Helmsley Charitable Trust for 15 Automated External Defibrillators (AEDs)**

1. Action Requested:

Approve resolution accepting the grant from Helmsley Charitable Trust for 15 AEDs.

2. Background:

The Helmsley Charitable Trust is a global philanthropy that works in partnership with organizations all over the world to create stronger, healthier communities. In January of this year, the Charitable Trust, in partnership with the University of MN Board of Regents, awarded more than $18 million to provide Automatic External Defibrillators (AEDs) to all law enforcement officers in the State of Minnesota.

The Police Department currently has a number of aging AEDs and recently learned that the pads on our existing AEDs have been discontinued by the manufacturer forcing us to research purchasing new AEDs.

The Helmsley Charitable Trust has donated 15 AEDs for use by the police department. The AEDs will mean that every officer on duty, including our community service officers will have an AED in their vehicle to quickly respond to incidents of cardiac arrests. This has not been the case as the department has previously had seven AEDs.

Included in the grant of 15 AEDs is the replacement AED pads and batteries for five years. The AEDs are manufactured from Lifepak and feature advanced technology that allow our officers to conduct more efficient and effective CPR.

The total value of the 15 AEDs is approximately $30,000.

3. Budget Impact:

There is no cost to accept the grant and no cost to maintain the AEDs for the next five years. The AEDs would have to be purchased using city funds if the grant is not accepted.

4. Attachments:

Resolution

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A DONATION OF 15 AUTOMATIC EXTERNAL DEFIBRILLATORS THROUGH THE HELMSLEY CHARITABLE TRUST

WHEREAS, the Plymouth Police Department has identified a need to replace their current automatic external defibrillators; and

WHEREAS, the Helmsley Charitable Trust has awarded an $18 million grant intended to purchase automatic external defibrillators for all law enforcement agencies in Minnesota; and

WHEREAS, the Helmsley Charitable Trust has donated 15 automatic external defibrillators to the Plymouth Police Department to provide critical medical care more effectively.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that donation of 15 automatic external defibrillators valued at $30,000, from the Helmsley Charitable Trust is hereby accepted.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **6.18**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Jennifer Tomlinson, Parks and Recreation Director

Reviewed by: Jennifer Tomlinson, Director of Parks and Recreation

Item: **Accept donations and sponsorships to the City of Plymouth**

1. Action Requested:

Adopt attached resolution accepting general donations and sponsorships made to the City from January through December 2022 for facilities, special events, programs, and equipment.

2. Background:

Over the course of the year, the City receives numerous donations and sponsorships from community businesses, organizations, and individuals. Donations received by the City help support, enhance and augment facilities, events, programs, and equipment for City services.

Some highlights of donations and sponsorships from the past year include:

- Donation from Plymouth New Hope Little League for a new batting tunnel and two new bullpens at Zachary Playfield
- Donation from Wayzata Youth Hockey Association for updates at the Plymouth Ice Center, including repainting Rink B and the sound system
- Donation from Maud Borup for candy for Halloween at the Lake

Overall, the City received $117,799.11 in monetary sponsorships and $38,749.00 from in-kind donations.

3. Budget Impact:

Donations received throughout the year help offset expenditures and allow for departments to enhance facilities, programs, and services. Overall sponsorship from monetary and in-kind support totaled $156,548.11.

4. Attachments:

Resolution

CITY OF PLYMOUTH

RESOLUTION NO. 2022 -

RESOLUTION ACCEPTING DONATIONS AND SPONSORSHIPS FOR CITY OF PLYMOUTH

WHEREAS, over the course of the year, the City of Plymouth receives numerous financial, sponsorship, and merchandise donations from community businesses and organizations; and

WHEREAS, donations and sponsorships received by the City of Plymouth help support, enhance and augment all of the facilities, events, programs and services held each year for the community; and

WHEREAS, donations and sponsorships, in the tables below, have been contributed between January and December 2022.

Financial Donations

Sponsor	Description	Amount
Minnesota Historical Society	Grant for Historical Society	$31,500.00
Plymouth New Hope Little League	New batting tunnel and two new bullpens at Zachary Playfield	$30,855.68
Wayzata Youth Hockey Assoc.	Plymouth Ice Center Updates	$25,000.00
State Farm Kyle Vitense	Sponsorship Program for Recreation Events	$6,250.00
Plymouth Lions	Historical Society Donation	$5,000.00
Renewal by Andersen	Sponsorship Program for Recreation Events	$3,250.00
Plymouth Civic League	Fire and Ice Fireworks	$3,000.00
Richard Sachse	Memorial Bench at Lake Camelot	$2,500.00
The Brost Clinic	Sponsorship Program for Recreation Events	$1,750.00
First Student Wayzata	Sponsorship Program for Recreation Events	$1,100.00
Park Dental	Sponsorship Program for Recreation Events	$1,000.00
Terry Swenson	Parks & Forestry Memorial Tree Donation	$600.00
Plymouth Civic League	Police Donation-Music in Plymouth	$600.00
Girl Scout Troop 18362	Parks & Forestry – Zachary Playfield Garden	$510.42
Bruce and Barbara Jensen	Historical Society Donation	$500.00
Urban Air Plymouth	Sponsorship Program for Recreation Events	$500.00
New Horizon Academy	Sponsorship Program for Recreation Events	$500.00
Heintz & Clark	Sponsorship Program for Recreation Events	$500.00
Experience Shows Inc.	Sponsorship Program for Recreation Events	$500.00
University of Minnesota	Historical Society Donation - Intern	$490.07
Plymouth Senior Men's Club	Sponsorship Program for Recreation Events	$455.08
Paul Ljung	25 reams of paper for Recreation programs	$400.00
Carolyn Odman	Sponsorship Program for Recreation Events	$390.25
University of Minnesota	Historical Society Donation - Intern	$357.61
Plymouth Citizen-Anonymous	Plymouth Fire Department	$250.00
Paul Ellefson	Historical Society Donation	$40.00
TOTAL		$117,799.11

In-Kind Donations

Sponsor	Description	Amount
Maud Borup	Candy for Halloween at the Lake	$36,000.00
Luceline Orchard	Apples for Halloween at the Lake	$1,000.00
Bach To Rock	Kids Fest Activity Sponsor – Instrument petting Zoo and DJ/band	$500.00
STEM Builders of Plymouth	Kids Fest Sponsor – STEM activity and Supplies	$500.00
Nothing Bundt Cakes Minnetonka	Santa Visits the Sensory Room – Bundtinis and gift bags	$500.00
Len Busch Roses	Flowers for Veterans Breakfast	$150.00
Mann Theaters	Movie Passes	$99.00
TOTAL		$38,749.00

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that all donations and sponsorships made to all department's facilities, special events, programs, and equipment are hereby accepted.

Approved by the City Council on this 13th day of December 2022.

City of Plymouth

Agenda Number: **6.19**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Erik Fadden, Public Safety Director

Reviewed by: Erik Fadden, Public Safety Director

Item: **Approve agreement with Wayzata Independent School District 284 for secure storage of motor vehicles**

1. Action Requested:

Approve the resolution to enter into an agreement with Wayzata Independent School District 284 for storage of motor vehicles.

2. Background:

Over the past two years, the Police Department has experienced a drastic increase in the number of motor vehicles that are required to be held as evidence pursuant to court trials. The department currently has two secure parking stalls within its evidence storage room in the basement of the public safety garage. The department is currently being required to store more than five vehicles as evidence in relation to recent criminal trials.

To maintain the proper evidentiary chain of custody, the department is required to adhere to certain storage guidelines regarding storage, securing limited access and proper security monitoring, making it difficult to find adequate storage space for these vehicles.

The Wayzata School District has offered to provide a secure storage space for vehicles. Their storage facility will allow the department to store approximately 5-7 vehicles in compliance with strict evidentiary chain of custody requirements.

The attached storage agreement has been reviewed and approve by our City Attorney's Office as well as Wayzata Independent School District 284.

3. Budget Impact:

There will be an annual budget impact of $120 or $10 per month for the use of the secure storage of motor vehicles. This cost will be absorbed by the existing police department budget and will require no additional budget increase.

4. Attachments:

Agreement
Resolution

STORAGE LICENSE AGREEMENT

THIS AGREEMENT is made this 8th day of November, 2022, (the "Effective Date") by and between the **CITY OF PLYMOUTH**, a Minnesota municipal corporation ("City"), and **INDEPENDENT SCHOOL DISTRICT NO. 284**, a Minnesota public school district ("District"). The City and District each a "Party" and collectively the "Parties."

1. BACKGROUND AND LICENSE. The City needs a site for the storage of property forfeitures and evidentiary vehicles and for no other purpose (the "Use"). Subject to the terms of this Agreement, the District hereby licenses to the City, and the City hereby licenses from the District, use of that portion of the District's building located at 295 Highway 55, Medina, Minnesota 55340 (the "Building") shown on **Exhibit A** (the "Subject Property") for the Use.

2. ACCESS, OPERATIONS, IMPROVEMENTS, AND MAINTENANCE.

A. The City shall access the Subject Property through the Building's garage door that faces Highway 55 and which is located in the Building's 1981 Addition, as labeled on Exhibit A. The City's ingress and egress of the Building under this Agreement shall be for the sole purpose of accessing the Subject Property for the Uses. The City acknowledges that there is an alarm system on the Building and the City is responsible for disarming and rearming the system as necessary to access the Subject Property. The City shall be responsible for all costs associated with falsely triggering the alarm and for failure to rearm the system. The City, its officers, employees, and/or agents shall at no time access those portions of the Building used by the District as office space, except as specifically authorized by the District.

B. The City shall be responsible for keeping the Subject Property in a clean, safe, and sanitary condition throughout the Term (defined below) and in a manner consistent with all local, state, and federal laws. The City shall be responsible, at the City's sole expense, for securing the

Subject Property, which includes, but is not limited to, providing necessary or desired on site security, locks, or any other actions, items, or mechanisms to protect and secure the Subject Property and property the City brings upon the Subject Property. The City shall neither make any modifications to nor install any improvements on the Subject Property without the prior written consent of the District's Director of Facilities and Transportation. The cost of any such modifications or improvements shall be the City's sole responsibility. At or before the end of the Term, the City must remove, at the City's sole expense, all improvements it installed on the Subject Property. The City shall return the Subject Property to the District in the same condition as it existed prior to the Use.

C. The City shall be responsible for all procedures, documentation, and any other action necessary for evidencing the sequence of custody, control, transfer, analysis, and disposition of property the City brings upon the Subject Property (the "Chain of Custody"). The District shall not be responsible for any loss, damage, or destruction of property the City brings upon the Subject Property, nor any contests or challenges concerning the Chain of Custody.

3. FEE. The City shall pay the District $__10__ per month. Payment shall be made monthly in advance by the first of every month of the Term (defined below).

4. TERM. This Agreement shall commence on the Effective Date and shall terminate on November 8, 2024 (the "Term"). This Agreement may be terminated by either Party, with or without cause, prior to the end of the Term by providing the other Party with at least thirty (30) days' prior written notice. If the Term commences or ends on a day other than the first of the month, the monthly fee for the partial month will be prorated.

5. HOLD HARMLESS AND INDEMNITY.

A. In consideration of being allowed to use the Subject Property, the City hereby agrees to indemnify, defend, and hold the District, its board members, employees, and assigns harmless from and against any and all claims, demands, causes of action, suits, damages, claims of damages, liabilities, expenses, liens, loses, and costs (including attorney's fees) arising, or which may arise, from or as a result of the City's Use, occupancy, activities undertaken, property stored, or improvements made on or to the Subject Property.

B. To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, subd. 1a, provided further that for purposes of the afore mentioned statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other Party. Each Party also specifically intends that the single tort cap limits specified for cooperative agreements under Minn. Stat.§ 471.59, subd. la, or as such statute may be amended or modified from time to time, shall apply to this Agreement and to the activities of the Parties hereunder. The statutory limits for the Parties may not be added together or stacked to increase the maximum amount of liability for either party.

C. Each Party to this agreement shall be liable for the acts of their own officers, employees, and/or agents and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other Party, its officers, employees, and/or agents. It is understood and agreed the provisions of the Municipal Tort Claims Act, Minn. Stat. Ch. 466, and other applicable laws that govern liability arising from the Parties' acts or omissions. The City warrants it can comply with the indemnity requirements through an

insurance or self-insurance program and has minimum coverage consistent with the liability limits contained in Minn. Stat. Ch. 466.

6. INSURANCE. The City shall name the District as an additional insured on its comprehensive general liability insurance policy for liability for which the City has an indemnity obligation to the District and shall furnish evidence of such to the District prior to the execution of this Agreement and thereafter upon request. Said liability insurance shall be primary without right of contribution. The City shall obtain property insurance for the personal property and licensee improvements, if any, located at the Subject Property.

7. DATA PRACTICES. Each party, its employees, agents, owners, partners, and subcontractors agree to abide by the Minnesota Government Data Practices Act, Minn. Stat., Ch. 13 and implementing regulations, if applicable, and all other applicable Federal and State laws, rules, regulations and orders relating to data privacy or confidentiality, as any of the same may be amended from time to time.

8. ASSIGNMENT. The City shall not assign its rights under this Agreement to any other party.

9. NO INTEREST IN REAL PROPERTY. This Agreement is a license. It is not a lease and it does not create a real property interest.

10. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the Parties with respect to all mattes regarding the rights and obligations of each Party regarding the City's Use, occupancy, activities undertaken, or improvements made on the Subject Property, and this Agreement supersedes all prior agreements and understandings, oral or written, between the City and District with respect to the subject of this Agreement.

11. COUNTERPARTS. This Agreement may be executed in any number of

counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same document. A signature page to any counterpart may be detached from such counterpart without impairing the legal effect of the signatures thereon and there after attached to another counterpart identical thereto except having attached to it additional signature pages. The Parties may execute and deliver this Agreement electronically or may execute the Agreement manually and deliver their signed copy of this Agreement to the other parties electronically by emailing PDF files of the signed Agreement. Electronic delivery of signed copies has the same force and effect as delivery of a signed original.

[signatures on following page]

IN WITNESS WHEREOF, this Agreement was executed by the Parties as of the day and year first above written.

CITY OF PLYMOUTH

BY: _____
Jeffry Wosje , Mayor

AND _____
David Callister, City Manager

INDEPENDENT SCHOOL DISTRICT NO. 284

BY: DeeDee Kahring
DeeDee Kahring
Exec Director Finance & Operations

THIS INSTRUMENT WAS DRAFTED BY:
CAMPBELL KNUTSON, P.A.
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

EXHIBIT A

Subject Property is the "approx area" rectangle filled with diagonal hatches in the bottom right portion of the Building labeled "1981 Addition"

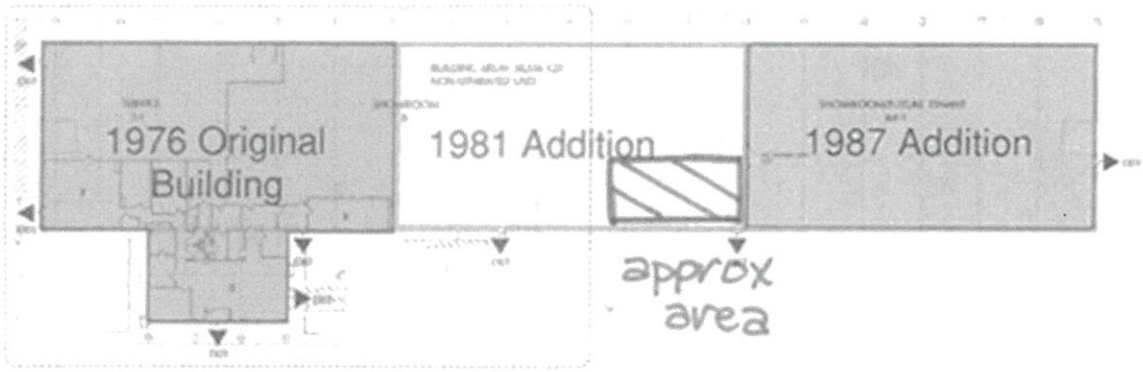


Diagram B: Building Additions

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION AUTHORIZING THE PLYMOUTH POLICE DEPARTMENT TO ENTER INTO AN AGREEMENT WITH WAYZATA INDEPENDENT SCHOOL DISTRICT 284 FOR SECURE STORAGE OF MOTOR VEHICLES

WHEREAS, the Plymouth Police Department has identified a need to temporarily store several motor vehicles for evidentiary purposes; and

WHEREAS, the Police Department does not currently have adequate secure storage facilities to accommodate the number of motor vehicles required to be stored; and

WHEREAS, Wayzata Independent School District 284 has storage space to accommodate the secure storage of motor vehicles; and

WHEREAS, the Wayzata Independent School District has agreed to lease secure motor vehicle storage space to the City of Plymouth.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the contract agreement with Wayzata Independent School District 284 is approved and the Mayor and City Manager are authorized to execute said agreement.

APPROVED by the City Council on this 13th day of December, 2022.

Agenda Number: **7.1**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Natalie Dorcy, Office Support Representative

Reviewed by: Jodi Gallup, City Clerk/Administrative Coordinator

Item: **Public hearing on off-sale intoxicating liquor license application of Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1**

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1. Action Requested:

Following public hearing, adopt attached resolution approving off-sale intoxicating liquor license application of Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1.

2. Background:

Shree Ganesh Inc has submitted an application to transfer the liquor license of MGM Wine & Spirits Plymouth from its current owner GENGREEN LLC to their Incorporation. Shree Ganesh Inc has signed a lease with the property owners, Vinewood Acquisitions LLC. Therefore, Shree Ganesh Inc will be the new owner of MGM Wine & Spirits Plymouth.

The Police Department has conducted the criminal background investigation and has found no reason to deny the license. The required notification was provided to property owners within 500 feet of the site per City Code 1201.25.

3. Budget Impact:

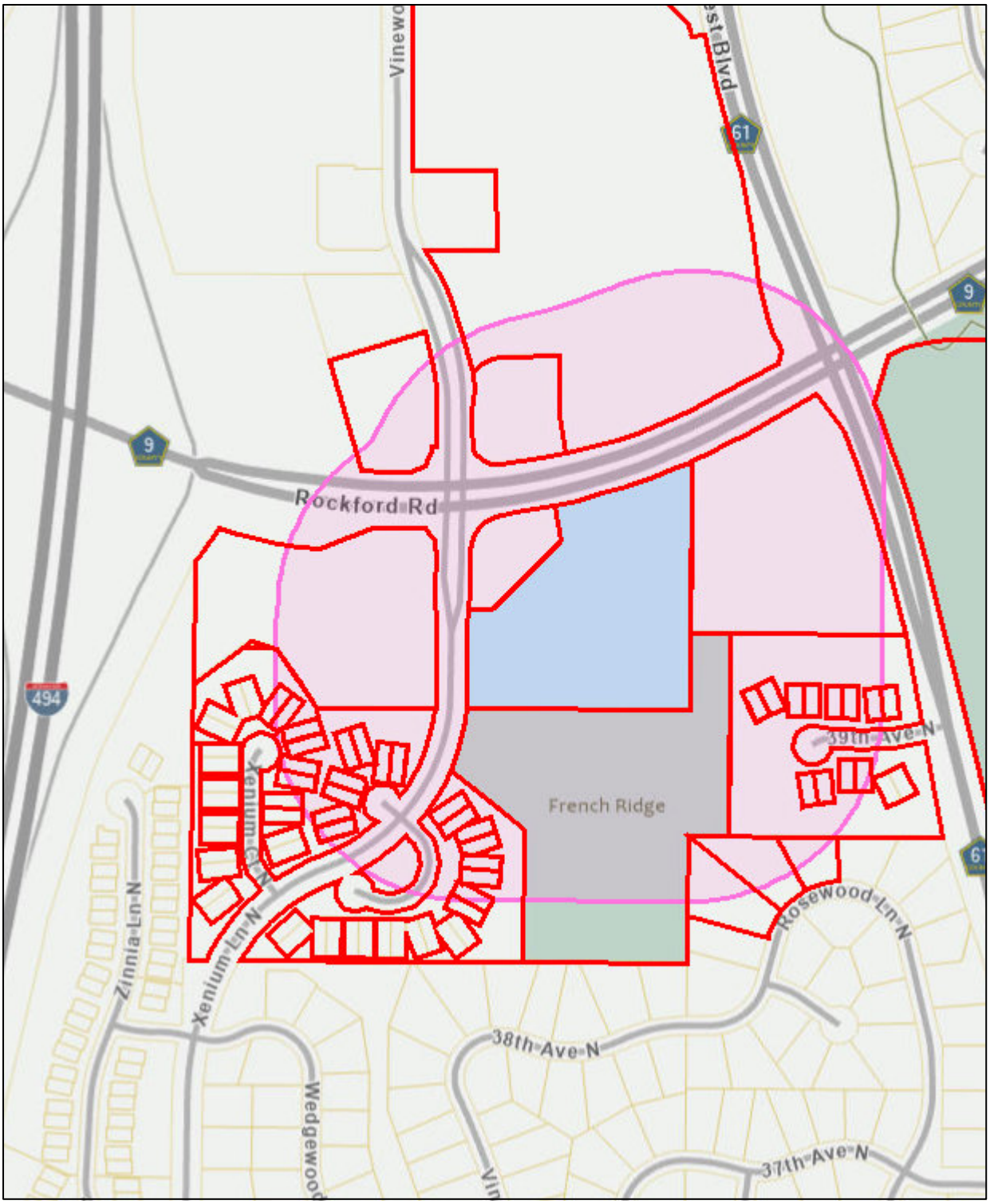
Required investigation and license fees have been received.

4. Attachments:

Location Map
Property Owners within 500'
Resolution

Hennepin County Locate & Notify Map

Date: 11/21/2022



Buffer Size: 500

Map Comments:

0 100 200 400 Feet

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is notsuitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

For more information, contact Hennepin County GIS Office
300 6th Street South, Minneapolis, MN 55487 / gis.info@hennepin.us

40 15-118-22 13 0009
FW MN-ROCKFORD ROAD LLC
C/O PROPERTY TAX DEPT.
P.O. BOX 2539
SAN ANTONIO TX 78299

40 15-118-22 41 0002
CHURCH OF ST JOSEPH
13015 ROCKFORD RD
PLYMOUTH MN 55441

40 15-118-22 41 0003
THREE RIVERS PARK DISTRICT
3000 XENIUM LA N
PLYMOUTH MN 55441

40 15-118-22 41 0005
JACQUELINE R JOHNSON
13030 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0006
THOMAS J MILLER
JOAN M MILLER
13020 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0007
RICHARD & BARBARA CARLSON
13010 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0008
JOAN DIETZ & LEIF LARSSON
13000 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0009
BONITA HAMMEL
JAMES S BURPEE
12980 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0010
LAWRENCE B & ETHEL J ZIDEL
12960 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0011
JENNIFER LEE HOEFT
12940 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0012
JOSEPH & CATHLEEN GIBNEY
12920 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0015
PATRICK D BOOR
SUSAN ELIZABETH OLSEN
12965 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0016
HYUN UK IN
12985 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0017
DAVID A & JUDITH L HOVELL
13005 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0018
MICHAEL HILL & KATHLEEN HILL
13015 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 41 0019
PARK RIDGE PARK PLACE
PO BOX 41802
PLYMOUTH MN 55441

40 15-118-22 42 0008
OLD NATIONAL BANK
P O BOX 80615
INDIANAPOLIS IN 46280

40 15-118-22 42 0009
VINEWOOD ACQUISTION LLC
6390 CARLSON DR
EDEN PRAIRIE MN 55346

40 15-118-22 42 0012
WALGREEN CO
P O BOX 1159
DEERFIELD IL 60015

40 15-118-22 42 0014
ROY GASPARINI
1016 BRIARCLIFF RD
MONROULA CA 91016

40 15-118-22 42 0015
CATHY S KAUFMAN
13284 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0016
MARK J LACEY & MARY K LACEY
13290 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0017
CARMEN B NESHEIM
JEFF M NESHEIM
13294 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0018
CITY OF PLYMOUTH
3400 PLYMOUTH BLVD
PLYMOUTH MN 55447

40 15-118-22 42 0033
ROBERT L GROETSCH
CATHERINE GROETSCH
3844 XENIUM CT N
PLYMOUTH MN 55441

40 15-118-22 42 0034
BUGMAN LIVING TRUST
3840 XENIUM CT N
PLYMOUTH MN 55441

40 15-118-22 42 0035
G A HANSEN & K O HANSEN
3834 XENIUM CT N
PLYMOUTH MN 55441

40 15-118-22 42 0036
JODEEN K STOLP
3830 XENIUM CT N
PLYMOUTH MN 55441

40 15-118-22 42 0037
CHARLES R MANN
JOAN P MANN
3824 XENIUM CT N
PLYMOUTH MN 55441

40 15-118-22 42 0039
REBECCA F BECKETT
13305 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0040
NANCY V RYDLAND
13309 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0041
AVI & ELLEN AJSENBERG
13315 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0042
LARRY MELANDER
RANDEE MELANDER
13319 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0043
DUANE NOETHE
JANE HARRIET NOETHE
13314 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0044
JOHN DUMONT
BARBARA HALL DUMONT
13310 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0045
DENNIS SIMPSON
SUSAN SIMPSON
13304 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0046
BERND ELVAS MINK
MARIA CECILIA ELVAS MINK
13300 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 42 0053
JAMES M ANDERSON
SANDRA M ANDERSON
3854 XENIUM CT N
PLYMOUTH MN 55441

40 15-118-22 42 0054
ROBERT K/PATRICIA J PETERSON
3850 XENIUM CT N
PLYMOUTH MN 55441

40 15-118-22 42 0055
TWINHOMES OF FRENCH RIDGE
HOMEOWNERS ASSOCIATION
13750 REIMER DR N
MAPLE GROVE MN 55311

40 15-118-22 42 0056
TWINHOMES OF FRENCH RIDGE
HOMEOWNERS ASSOCIATION
13750 REIMER DR N
MAPLE GROVE MN 55311

40 15-118-22 42 0057
TWINHOMES OF FRENCH RIDGE
HOMEOWNERS ASSOCIATION
13750 REIMER DR N
MAPLE GROVE MN 55311

40 15-118-22 42 0058
CORNERSTONE PLYMOUTH LLC
C/O SCOTT POWELL
17219 HIGHWAY 10 NW
ELK RIVER MN 55330

40 15-118-22 43 0077
SANDRA M MOLKENTHIN
13260 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 43 0078
VADIM TRES & ZILYA TRES
13264 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 43 0079
RUSSEL A & ROSE M COLE
13270 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 43 0080
THOMAS C HOLZEMER
CATHERINE A HOLZEMER
13274 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 43 0081
JAMES JEWETT & MARCIA JEWETT
13280 39TH AVE N
PLYMOUTH MN 55441

40 15-118-22 43 0082
FRENCH RIDGE II
C/O GENESIS PROP MANAG LLC
8416 XERXES AVE N
BROOKLYN PARK MN 55444

40 15-118-22 43 0083
FRENCH RIDGE II
C/O GENESIS PROP MANAG LLC
8416 XERXES AVE N
BROOKLYN PARK MN 55444

40 15-118-22 44 0041
VYACHESLAV MELNIKOV
6298 XENE LN N
MAPLE GROVE MN 55311

40 15-118-22 44 0042
HUBERT H HUMPHREY IV
HEIDI S HUMPHREY
3770 ROSEWOOD LA N
PLYMOUTH MN 55441

40 15-118-22 44 0043
ANDREW & RACHEL BENSON
3760 ROSEWOOD LA N
PLYMOUTH MN 55441

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

RESOLUTION APPROVING OFF-SALE INTOXICATING LIQUOR LICENSE APPLICATION OF SHREE GANESH INC D/B/A MGM WINE & SPIRITS PLYMOUTH, 3900 VINEWOOD LANE NORTH #1

WHEREAS, Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1, has submitted an application for Off-Sale Intoxicating Liquor at this address; and

WHEREAS, the Police Department has conducted a background investigation and has found no reason to deny the application.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the Off-Sale Intoxicating Liquor License application of Shree Ganesh Inc d/b/a MGM Wine & Spirits Plymouth, 3900 Vinewood Lane North #1, is approved for a license period that will expire January 31, 2023.

BE IT FURTHER RESOLVED that approval is contingent upon the City receiving all documentation as required in the liquor license application.

APPROVED by the City Council on this 13th day of December, 2022.

City of Plymouth

Agenda Number: **7.2**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Andrea Rich, Finance Director

Reviewed by: Maria Solano, Deputy City Manager

Item: **Public hearing on 2023 Budget; Property Tax Levies; 2023-2032 Capital Improvement Plan; Utilities fees, Franchise fees, Park & Recreation fees and other miscellaneous fees; 2023 Classification and Compensation Plan; and utilization of ARPA funds**

1. Action Requested:

Conduct public hearing and adopt the following:

1) Resolution approving proposed 2023 Budget
2) Resolutions approving General Property Tax Levy and HRA Levy for taxes payable in 2023
3) Resolution approving 2023-2032 Capital Improvement Plan (CIP)
4) Ordinance amending Fees (Utility Fees, Franchise Fees, Park & Recreation fees, and other miscellaneous fee for fire department lockboxes)
5) Resolution approving the 2023 Classification and Compensation Plan
6) Resolution approving the utilization of ARPA funds
7) Resolution approving summary publication of Ordinances

2. Background:

Budget and Levies

State statutes require cities to adopt a budget each year. The City has maintained a biennial budget to ensure greater stability and allow for extended expenditure planning. The 2023 Budget is the second year of the 2022-2023 biennium. The proposed 2023 Budget includes an overall property tax levy of $47,160,738 an increase of 6.52% over 2022. The proposed levy increase ensures service levels are appropriate for the community's growth demands and continues investing in future park replacement needs, street reconstruction, and capital improvements. The preliminary levy was adopted on September 27, 2022 with a 6.75% increase over 2022. The 2023 overall budget of $112M includes an overall net increase from 2022 of $8.9M (8.6%). The General Fund expenditures increased $3.1M and all other funds increased a total of $5.8M. The most significant changes in the General Fund budget are salary and benefits as people costs make up 64% of the General Fund budget. Other contributing increases are utility increases and general inflation. The change in full-time equivalent positions for all funds is a net increase of 10.4 positions. The new positions include Parks & Recreation (6.2), Administration (1.2), Public Safety (2) and Public Works (1).

Expenditure increases are offset by a variety of revenue sources including the levy and general service fees related to growth and development, such as permit and license fees, as well as other miscellaneous revenues. Due to the volatility in development, the City practices a conservative approach to budgeting permit revenues. When development is strong, the City anticipates revenues

to exceed budget resulting in a surplus at year-end. Surpluses are typically redirected to invest in future capital needs or early debt retirement which helps stabilize the levy for a given year and not place an operational reliance on revenues that are not sustainable in the future.

The tax impact to residents can vary due to differences in residential property values and shifting from other property types. On average, a $450,000 valued home would see an annual increase of approximately $77 in the City's portion of their taxes for taxes payable in 2023. A commercial property valued at $1 million would see an annual decrease of approximately $34. These figures could change as tax capacity figures are finalized.

CIP

The 2023-2032 CIP was reviewed and recommended for approval by the Planning Commission on December 7, 2022. The CIP reflects $342M in capital projects that are anticipated to be completed during 2023 through 2032. Of that amount, $62M is projected for 2023.

Fees

The Utility Studies reflect increases for 2023 for Water (3.0%) Sewer (5.5%), Water Resources (7.0%), and Recycling ($.40). Franchise fees reflect an increase of (5%). The Utility Trunk Expansion Fund was created to track the cost of adding water and sewer mains to new developments and assist in evaluating whether the incoming revenue from new development was adequate to cover the related expenses. The Utility Trunk Expansion Fund analysis ensures rates are sufficient to support the expansion of the water and sewer utilities to undeveloped areas. Rates reflect an increase for 2023 of 2.0% as indicated in the study. The park facilities fee changes include an increase to non-resident rates for daily visits and punch passes to the KUBE Indoor Playground to align with other pass types that are currently charged at the Plymouth Community Center (PCC) and a daily rental rate was added for the green rooms at the PCC. A new fee has been added for the Fire Department to sell security lockboxes as a courtesy to businesses.

ARPA

With the Final Rule issued in January 2022 by the US Department of Treasury, government recipients may elect the standard allowance for revenue loss of $10M. The funds may be used for government services. Staff recommends utilizing the standard allowance for revenue loss.

Compensation

Staff recommends the approval of 2023 non-union compensation and benefits contributions as described below:

- In the City of Plymouth, certified bargaining units represent approximately 75 percent of city employees. The remaining 25 percent of employees are non-represented.
- Five labor agreements are settled through December 31, 2023. One new bargaining group was formed in 2022 as police captains unionized. Staff are currently in negotiations with this group to develop a first contract.
- The non-union employees covered by this resolution receive wage adjustments based upon performance and market conditions.
- The 2023 classification and compensation plan reflects a general wage adjustment of 3% for 2023 in accordance with previous budget discussions. The increase in wages is effective pay period one which begins December 24, 2022 (payable on January 13, 2023).
- The city manager's performance evaluation process will happen in the first quarter of 2023. Once the evaluation process is complete, at a future meeting staff will present council with a resolution addressing the city manager's performance and pay.
- Related to health insurance, for 2023, the city went out for a formal RFP which is required by state statute at least every five years. HealthPartners provided the most favorable package including

premium reductions and rate guarantees. For 2023, they offered a 6% reduction in premiums. For 2024, a 0% increase, and no more than a 9% increase for 2025, with no changes to the city's four healthcare plans.

- The table in the resolution reflects the city manager's recommendation for the 2023 cost-sharing arrangement between the city and non-represented employees for health insurance. In general, the city pays the full premium of employee-only coverage and approximately 70% of the premium for family coverage, with a higher percentage contribution towards the lower cost plans. The city also provides a contribution to the employee's HRA/VEBA account which can be used for tax-free reimbursement of eligible medical expenses.
- The city is self-insured for dental insurance and pays the full dental premium for employees who elect single health insurance or waive health insurance. The monthly amount of this premium for 2023 is: single – $36.84 and family - $110.22.
- The approved contribution levels for health and dental insurance will be similarly offered to unionized groups who wish to agree to the same cost sharing arrangement as non-union staff.

Staff recommends adoption of the 2023 Budget, property tax levies for taxes payable 2023, 2023-2032 CIP, Fee updates, the 2023 Classification and Compensation Plan, and ARPA utilization.

3. Budget Impact:

As indicated in attachments.

4. Attachments:

Biennial Budget Memo - 2023
Utility Rate Study
Utility Trunk Fund Analysis
2023 - 2032 CIP - Projects by Department
2023 - 2032 CIP - Projects by Funding Source Detailed Listing
ARPA Staff Report from April 26, 2022
SLFRF/ARPA Compliance and Reporting Guidance
SLFRF Final Rule Overview
Resolution - 2023 Budget
Resolution - Budget Levy
Resolution - HRA Levy
Resolution - CIP
Ordinance - Rates & Fees
Ordinance - CenterPoint Energy
Ordinance - Wright-Hennepin Cooperative Electric
Ordinance - Xcel Energy
Resolution - 2023 Compensation & Classification Plan
Resolution - Summary Publication
Resolution - ARPA

LETTER OF TRANSMITTAL

City of Plymouth
Adding Quality to Life

December 13, 2022

To the Honorable Mayor and City Council:

We are pleased to submit the amendment to the adopted 2022/2023 biennial budget. The amendment updates the 2022 budget that was approved in concept at the end of 2021. In 2015, staff developed a 10-year forecasting tool for the General Fund to enhance the biennial budget process with a longer term projection. These projections assist in long-term planning and provides a more stable accounting of city revenue and expenditures.

The amended 2023 budget provides the City Council and residents with a balanced budget and a sound financial plan that maintains core service levels, expands public safety initiatives to accommodate population growth, while remaining responsive to the financial concerns of Plymouth taxpayers.

The 2023 budget reflects a 6.52% increase in the property tax levy from 2022. This increase will ensure the city can maintain service levels as the community continues to grow and invest in the capital needs that an expanding community requires, including the renovation and expansion of the Plymouth Community Center and Fire Stations 2 & 3.

The budget is a comprehensive decision-making document based on current city operations, services, and its policies and goals. Work began on the 2023 amended budget in May 2022. The City Council met with staff six times to provide direction in regard to a budget that meets Council goals, maintains core services, and is sensitive to tax impacts.

A review and the approval of the preliminary property tax levies and budgets were held on September 27, 2022. A public hearing to solicit resident input was held on December 13, 2022.

Please contact me at 763-509-5301, Deputy City Manager Maria Solano at 763-509-5051, or Finance Director Andrea Rich at 763-509-5320 with any questions.

Respectfully Submitted,

Dave Callister

Dave Callister, City Manager

2023 Organizational Chart

CITY OFFICIALS

CITY COUNCIL

Mayor	Jeffry Wosje *(Term Expires 12/31/22)*
Ward 1 Councilmember	Alise McGregor *(Term Expires 12/31/24)*
Ward 2 Councilmember	Julie Peterson *(Term Expires 12/31/22)*
Ward 3 Councilmember	Jim Davis *(Term Expires 12/31/24)*
Ward 4 Councilmember	Jim Prom *(Term Expires 12/31/22)*
At-Large Councilmember	Ned Carroll *(Term Expires 12/31/22)*
At-Large Councilmember	Jim Willis *(Term Expires 12/31/24)*

EXECUTIVE STAFF

City Manager	Dave Callister
Deputy City Manager	Maria Solano
Director of Community & Economic Development	Maria Solano (interim)
Director of Finance	Andrea Rich
Fire Chief	Rodger Coppa
Director of Human Resources	Ali Timpone
Director of Parks and Recreation	Jennifer Tomlinson
Director of Public Safety	Erik Fadden
Director of Public Works	Michael Thompson

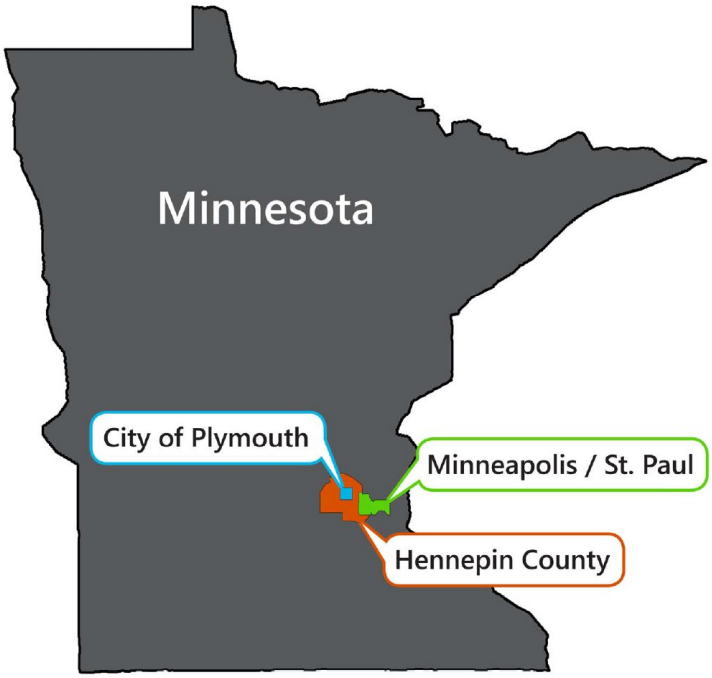
BUDGET CONTACTS

Finance Department

Andrea Rich – Director *Dalton Larson – Asst. Director* *Nancy Milavitz – Supervisor*

City of Plymouth
3400 Plymouth Boulevard
Plymouth, Minnesota 55447
763-509-5000
www.plymouthmn.gov

GENERAL INFORMATION



Plymouth, Minnesota is an innovative, forward-looking community just 10 miles northwest of Minneapolis.

In 2008, *Money* magazine named Plymouth as the Best Place to Live in America. *Money* magazine affirmed Plymouth's quality of life in 2010, highlighting the city again as one of America's best places to live.

This community of approximately 81,000 residents is known for its healthy job base, strong schools, strategic location, array of housing choices and beautiful lakes. We are equally proud of our community facilities, well-planned park and trail system, and safe community.

Our location offers residents and businesses easy access to Minneapolis, St. Paul, and area suburbs. Several major highways pass through the city, including Interstate 494, Minnesota Highway 55, and US Highway 169. The 35 square mile city includes lakes, streams, wetlands, and woodland. Local residents have placed a premium on preserving open space, developing parks, and building more than 100 miles of trails, many of which tie into regional trails. The community's commitment to parks, trails, and protecting natural areas reflects Plymouth's active outdoor culture.

Plymouth has worked to build a sense of community. It is home to several major community events, including the *Primavera* spring art exhibition, a summer *Entertainment in the Parks* series, *Plymouth on Parade* in the fall, and the winter *Plymouth Fire and Ice Festival*. While all of the events are popular, *Music in Plymouth*, an outdoor concert, is our signature event. The event draws more than 10,000 concert goers each July.

In addition to being a top choice to live, Plymouth is a popular place to locate businesses. Employers provide more than 55,000 jobs – many in the fields of medical technology, insurance, high-tech research, telecommunications, light manufacturing, printing and publishing, and computer-related industries.

Significant Dates in Plymouth History

May 15, 1955 – Incorporated as a village.

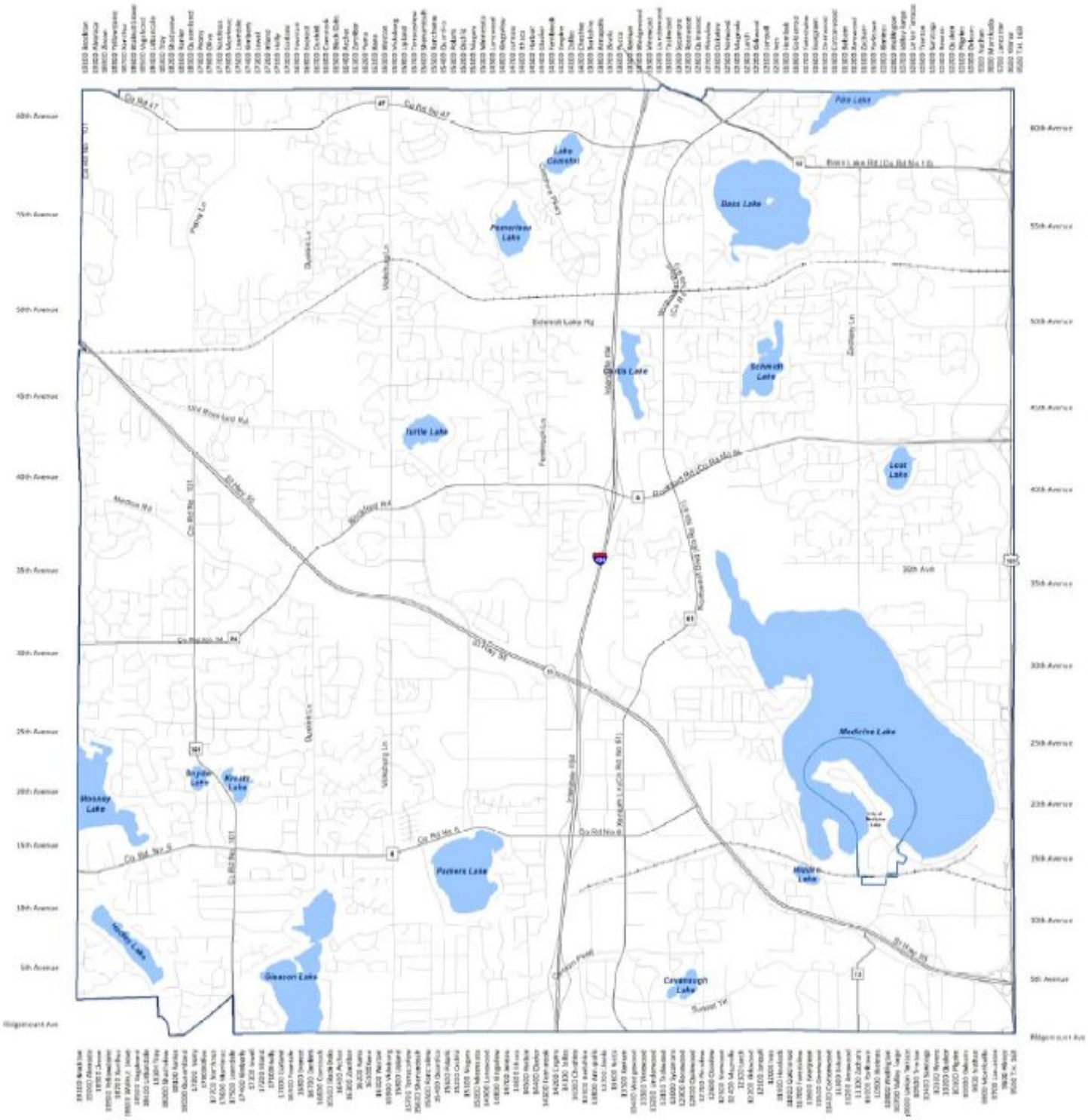
August 1, 1960 – Adopted the Council-Manager form of government.

February 7, 1974 – Became a Statutory City.

November 2, 1992 – Voters adopted a City Charter, becoming a Home Rule Charter City.

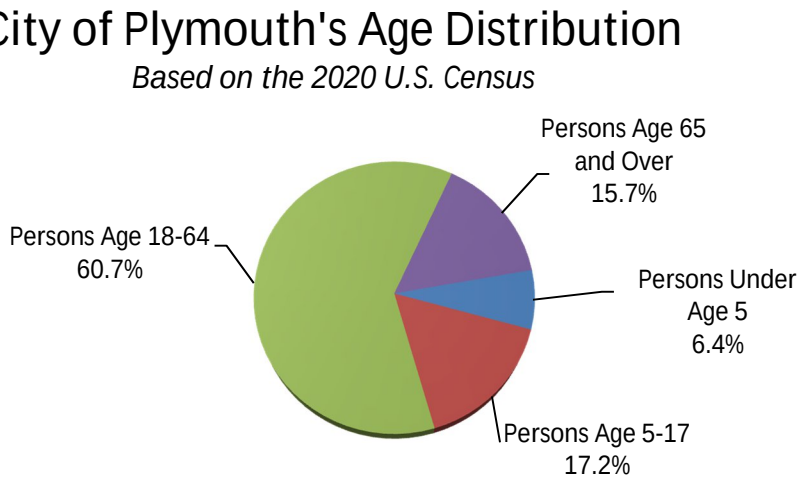
Street Map

Plymouth has 325 miles of city streets and easy access to county, state, U.S. and Interstate highways. The map below shows the city street layout with avenues reaching primarily east and west and street names north and south.

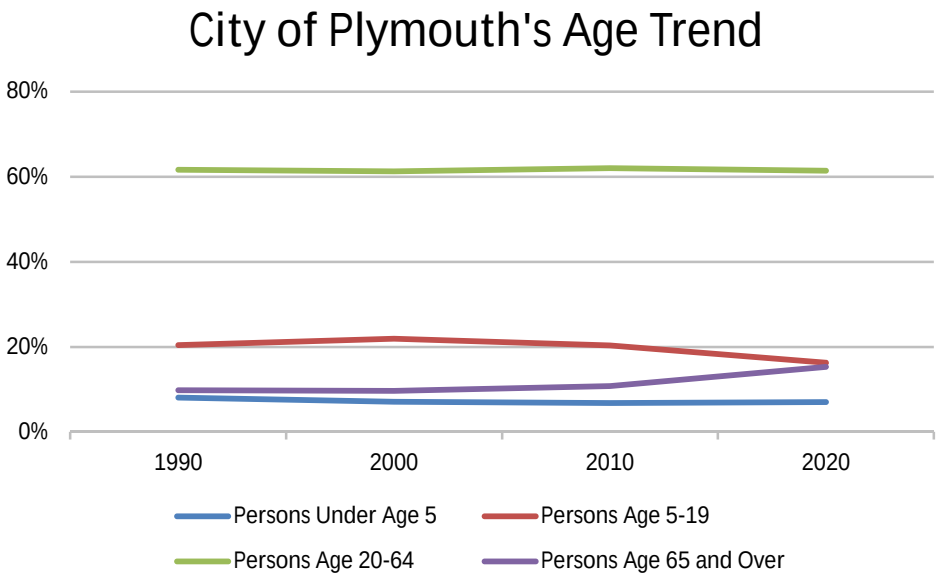


Demographics and Economics

According to the 2020 census, the population of the City of Plymouth grew by 13% increasing from 70,591 to 81,026. Data estimates 15.7% of the city's population were 65 years of age or older. By comparison, the percentage of people 65 years or older in the county, state, and the nation were 15.1%, 16.7%, and 16.8%, respectively.

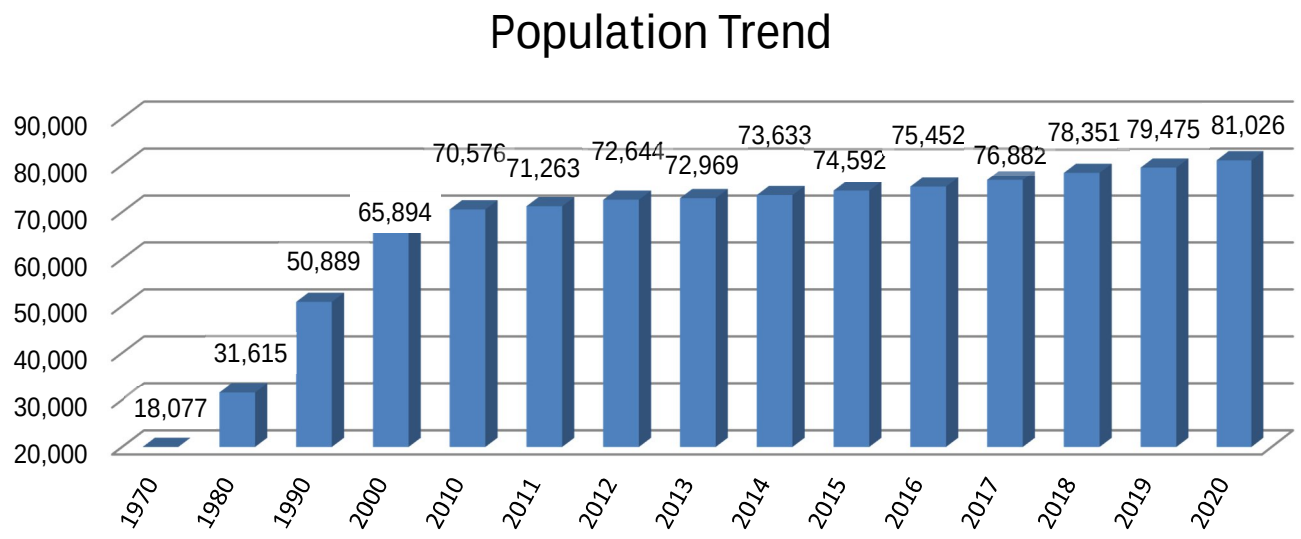


Persons under 18 years of age represented 23.6% of the city's total population count while persons over the age of 18 represented 76.4% of the city's total population count.



Plymouth's population has remained constant despite turbulent residential market conditions from 2005 to 2017. There are 31,470 occupied housing units in Plymouth. Of the total occupied housing units, approximately 72.7% are owner-occupied and 27.3% are renter-occupied.

Plymouth's population has grown at a minimal rate since the turn of the century following strong residential growth in the 1980's and 1990's. Growth is expected to continue at a deliberate pace as the city nears build-out.



Obtained from Metropolitan Council & US Census

Plymouth is the proud home to a number of national and international businesses. The information below provides an overview of our workforce and livability.

Plymouth Economics

Top Employers (Number of Employees)	
Zayo Group	2,000
I.S.D No. 284 (Wayzata)	1,840
Medtronic	1,001
Huntington Bank	1,000
U.S. Foods	700
Meritian Health	600
City of Plymouth	515
Sterilmed, Inc	500
Minnesota Rubber & Plastics	500
Smiths Medical ASD, Inc	420

The above figures were obtained from City Economic Development Division

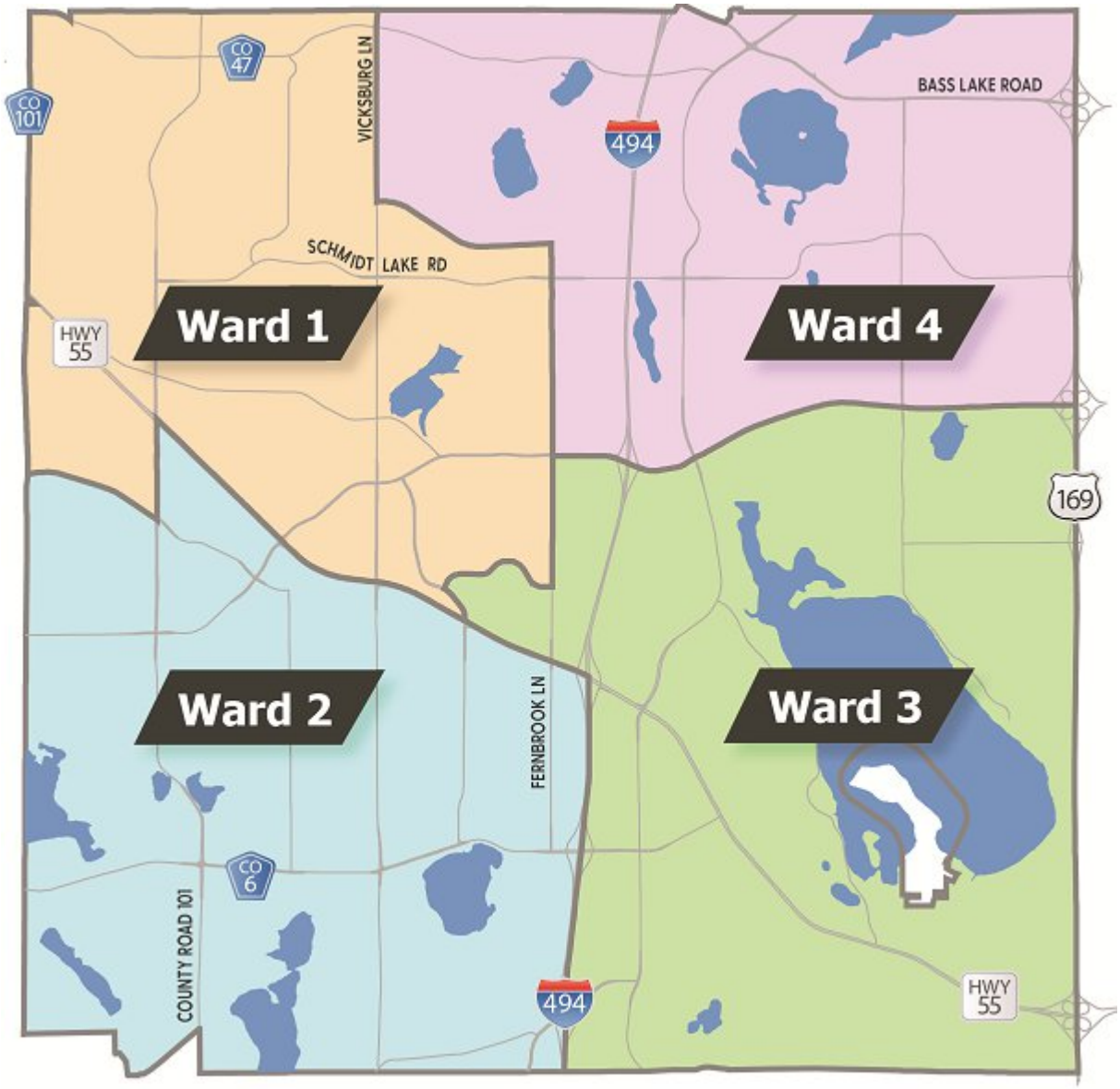
Median Value of Owner-occupied Units	
Plymouth	$368,600
Hennepin County	$292,100
Unemployment Rate	
Plymouth	1.80%
Hennepin County	2.10%
Median Family Income	
Plymouth	$112,600
Hennepin County	$81,200

The above figures were obtained from the Metropolitan Council - Community Profile For Plymouth

Governing Body

Plymouth operates as a Home Rule City according to a City Charter and ordinances, under a City Council-Manager form of government.

Policymaking and legislative authority are vested in a City Council consisting of a mayor, two at-large council members, and four ward council members. In addition to responding to public concerns, the City Council's main responsibilities include: enacting ordinances, adopting the budget, appointing committees, and hiring the city manager. The city manager is responsible for carrying out the policies and ordinances of the council, for overseeing the day-to-day operations of the city government, and for appointing the heads of the various departments. The Council is elected on a non-partisan basis. Council members serve staggered, four-year terms.



Plymouth Council Wards

BUDGET PROCESS

Budget Calendar

The City Charter requires an annual budget process with a January 1 fiscal year. In 2007, the biennial budget format was adopted. The biennial budget provides an opportunity to implement strategic planning into the budget process and allows time for program review and evaluation.

Date	Event
June 28, 2022	Meeting #1: Council Study Session – 2023 Budget Preview & Discussion *Set goals for the 2023 budget*
June 29, 2022	Finance completes personnel changes in budget system
July 11, 2022	Departmental budgets submitted to Finance
July 25 – Aug 5, 2022	Department meetings
August 16, 2022	Meeting #2: Council Study Session - Budget Discussion Council Regular Session - Financial Overview & Audit presentation
September 1, 2022	*Council receives budget materials for budget meeting #3*
September 13, 2022	Meeting #3: Council Study Session – Levy Impacted Funds & related CIP (General & Special Revenue)
September 27, 2022	Meeting #4: Council Study Session (if needed) Meeting #5: Council Regular Session - Adopt Preliminary Levies & Budget
October 11, 2022	*Council receives budget materials and utility study for Budget Meeting #6*
October 25, 2022	Meeting #6: Council Study Session - Enterprise Funds Budget and Internal Service Funds with related CIP
December 7, 2022	Planning Commission review and recommend approval of CIP
December 13, 2022	Meeting #7: Council Regular Session - Budget Public Hearing - CIP, Budget, Levy, & Utility Rates Adoption
December 27, 2022	Levy is certified with Hennepin County

Financial Management Policies

The City Council, by resolution, has adopted financial management policies to account for public funds, to manage municipal finances wisely, and to plan for adequate funding of services desired by the public. The policies outlined below provide the financial framework for the overall fiscal management of the city and provide guidance to ensure short-term and long-term financial stability.

With regard to *Revenue Management*, the City of Plymouth will;

- Impose taxes, fees, and rates at appropriate levels to fund their intended purposes
- Maintain a reserve balance to provide for a diversified and stable revenue system
- Estimate annual revenue using an objective, analytical process
- Conduct an annual review of costs for activities supported by taxes, rates, and user fees
- Set fees and user charges for each enterprise fund based on current and future operating, capital, infrastructure, and debt requirements
- Review new sources of revenue to fund operating and capital costs consistent with Council's goals and priorities

With regard to *Fund Balances*, the City of Plymouth will;

- Establish restricted bond amounts based on requirements of individual bond ordinances
- Establish unrestricted, assigned capital amounts for the planned construction or replacement of infrastructure or for the acquisition of capital equipment based on the 10-year CIP
- Establish other unrestricted, committed and assigned amounts related to special items as approved by City Council
- Maintain the General Fund as established by Council resolution

With regard to *Investments*, the City of Plymouth will;

- Deposit funds only in financial institutions which are insured by the Federal Deposit Insurance Corporation or are approved for full collateralization by the public deposit protection act or other state statutes
- Pool cash from all legally permitted funds for investment purposes
- Maximize the investment rate of return and adhere to lawful investment options
- Ensure that the safety of the principal is the dominant requirement for city investments, maintain sufficient liquidity to meet operating requirements, and seek a responsible yield

With regard to *Debt Management*, the City of Plymouth will;

- Confine long-term borrowing to major capital improvements that cannot be financed from current revenues
- Repay debt within the expected useful life of the project or sooner
- Prohibit the use of long-term debt for operating expenses
- Issue debt which is relative to payback ability
- Ensure that borrowing does not overburden future taxpayers
- When practical, borrow from other funds. Monies borrowed must be repaid with interest before needed for their intended purpose(s). Repayment schedules and reserve sources for repayment shall be validated before borrowing from any fund.
- Review debt at least annually for repayment or refinance opportunities. A repayment strategy shall be part of all adopted bond issues

With regard to *Accounting, Auditing and Reporting*, the City of Plymouth will;

- Provide regular information concerning cash position and investment performance through its accounting system
- Establish and maintain a high degree of accounting competency. Financial accounting and reporting will be done in accordance with methods prescribed by the Governmental Accounting Standards Board and the Government Finance Officers Association, or their equivalents.
- Present reports to the City Council summarizing financial activity as required by the City Charter
- Maintain financial systems to monitor expenditures, expenses, revenues, and performance of all municipal programs on an ongoing basis
- Provide full disclosure in annual financial statements and bond representations
- Use an independent certified public accounting firm to perform an annual audit
- Issue a public Comprehensive Annual Financial Report
- Comply with all reporting requirements related to bond issuance terms

Council Goals

Each year the City Council reviews and adopts goals which help guide annual work plans and provide guidance for budgeting.

- Protect Plymouth's Strong Financial Position. Maintain Plymouth's fiscal health by utilizing long-term revenue and expenditure plans to ensure sustainable operations with a reasonable tax level. Utilize non-property tax funding sources where appropriate.

- Monitor Economic Challenges. Continue to evaluate and prioritize services. Seek innovative solutions to maintain high quality core services, promote financial transparency and protect Plymouth's strong financial position and quality of life.

- Provide Efficient and Effective Services. Continue to explore partnerships with neighboring communities, school districts, businesses, watersheds, and other agencies to decrease costs through shared services and eliminate duplicate efforts. Streamline processes through the use of technology. Evaluate community trends and consider associated facility and service needs.

- Promote Transportation Solutions. Focus on improvements to Highway 169, Highway 55 and County Road 47, and continue to explore other transportation options. Seek funding solutions for all proposed transportation projects. Continue to explore Highway 55 as a Bus Rapid Transit corridor.

- Continue to Promote Community Wellness. Promote the physical, mental, and emotional health and wellness of the community through the use of recreational programming, facilities, and parks and trails, which enrich quality of life.

- Implement Environmental Initiatives. Collaborate with City EQC, watershed commissions, and district to ensure effective progress on water quality mandates. Continue energy

conservation efforts in city buildings and promote recycling. Explore efforts to reduce the city's carbon footprint.

- Implement Proactive Public Safety Initiatives. Continue proactive policing strategies with a focus on traffic safety, including crash reduction, using technology and collaboration to promote and enhance livability. Build on the successes of fire prevention and fire service programs for a safe community.
- Protect the City's Infrastructure Investment. Ensure that the city can protect and enhance the useful life of City assets (streets, utilities, parks, trails, facilities and fleet). Continue to monitor financial resources and economic conditions, and consider timing with regard to infrastructure needs as identified in the Capital Improvement Program.
- Support Partnerships that Encourage Quality Development and Redevelopment Requests. Continue to carefully consider land use related to development and redevelopment to ensure a well planned community with a varied tax base, quality jobs and lifecycle housing options
- Develop a Renewed Vision for City Center. Explore options for continued development and redevelopment of City Center. This would include placemaking efforts, beautification, and safety. Pursure public-private partnerships to bring additional community activities/uses to City Center.

FINANCIAL INFORMATION

Fund Accounting

Fund accounting is used for budgeting and accounting. Under this system, money is budgeted in separate funds, rather than one central fund. Each fund is established for a specific purpose and is similar to a separate bank account. The funds are used to pay for operations, maintenance, and budgeted activities. Generally, revenues are received and spent during the same year. Annual expenditures are determined by the actual costs of services provided as approved by the City Council.

Some funds are unbudgeted and operate similar to a savings account. Money is accumulated for periodic capital needs, such as the replacement of facilities and equipment. The fund balance grows until expenditures are made. Spending can vary greatly each year depending on calculated replacement costs for public improvements and the cost of planned capital expenditures.

Basis of Accounting

The budget parallels the city's accounting system. A modified accrual basis is used for general government operations. Significant revenues are recorded when measurable and available, and expenditures are recorded as they are incurred.

Proprietary Funds, including the Enterprise and Internal Service Funds, are maintained on a full accrual basis. For budgetary purposes, depreciation and accrued liabilities for accumulated leave balances are not included.

Fund Types

The City of Plymouth classifies funds into six types: General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Funds, Debt Service Funds and Capital Project Funds.

General Fund

As the primary operating fund, the General Fund records all revenues and expenditures that are not assigned to another fund. The fund provides the resources to sustain the daily activities for administrative and operating expenses for general government, public safety, public works, recreation, and community development expenditures. The fund has more diverse revenue sources than other funds, including property taxes, licenses, permits, fines and forfeits, intergovernmental revenue (grants), service charges, and investment interest.

Special Revenue Funds

Certain activities are established or designated by statute, charter or ordinance with defined revenue sources for a specific and restricted purpose. Budgeted funds included in this fund type are recreation programming, transit services, and the Housing Redevelopment Authority activity. In addition, unbudgeted special revenue funds include Cemetery Maintenance, Community and Economic Development, and Lawful Gambling.

Enterprise Funds

Established to account for the acquisition, operation and maintenance of activities that are self-supporting such as city water and sewer service, recycling, storm water system, indoor ice arenas and the field house. User fees predominantly support the operations of these funds.

Internal Service Funds

These funds are established to account for the financing of goods and services provided to city departments on a reimbursement basis. The city maintains Internal Service Funds for the following activities: Central Equipment, Risk Management, Employee Benefit, Information Technology, Public Facilities, and Resource Planning.

Capital Project Funds

Capital Project Funds are not included in the budget as the expenses are approved by the City Council on a project-by-project basis. The use of these fund types are to account for the monies used for the acquisition and construction of capital projects.

Debt Service Funds

Established to account for the payment (from taxes and other sources) of interest and principal on long-term debt. The debt schedule and information regarding city and HRA bonds may be found in the following schedules.

Revenue Sources

Each fund is supported by several revenue types. The graphs on the next page show the type of revenues supporting the total city budget for 2022 and 2023, as well as the percentage of support received.

Property Taxes

The city levies taxes for general operating purposes, street reconstruction, park replacement and repayment of outstanding debt. The General Fund (operating budget) receives the largest share of the levy. The Street Reconstruction Fund, Recreation Fund, CDBG, Plymouth Housing and Redevelopment Authority (HRA) General, Park Replacement and Capital Improvement Fund also receive an allocation.

Permits and Licenses

Building permits fees cover the cost of plan review and building/fire code compliance and fluctuate based on current construction within the City. License fees support the direct and indirect cost of issuing the license and policing the licensed activities.

Intergovernmental Revenue

Primarily grants received from federal, state and county sources. The largest intergovernmental revenue in the General Fund is Municipal State Aid (MSA) Maintenance. Other sources include the police state aid and the school liaison contracts with the school districts.

Charges for Services

Best defined as user fees, they provide funding to operate programs and facilities from those who use them such as utility charges. Utility charges are revenues generated from basic utility services such as water, sanitary sewer, solid waste (recycling) and water resources. Program fees are also classified as charges for services to fund park and recreation activities.

Fines and Forfeitures

This type of revenue is generated primarily by the police department for legal violations. Hennepin County collects the fines and distributes a portion of the total revenue to the city.

Contributions & Donations

Contribution revenues are typically received from charitable organizations for specific one-time expenditure purposes and/or to benefit a specific cause.

Interest Income

The cash balances in all funds are invested in interest-bearing investments of maturities appropriate to the cash requirements of the funds.

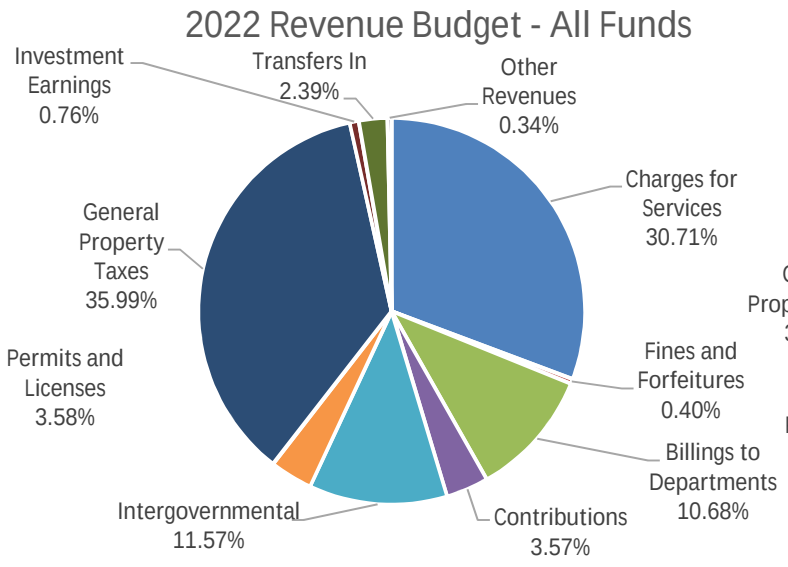
Transfers In

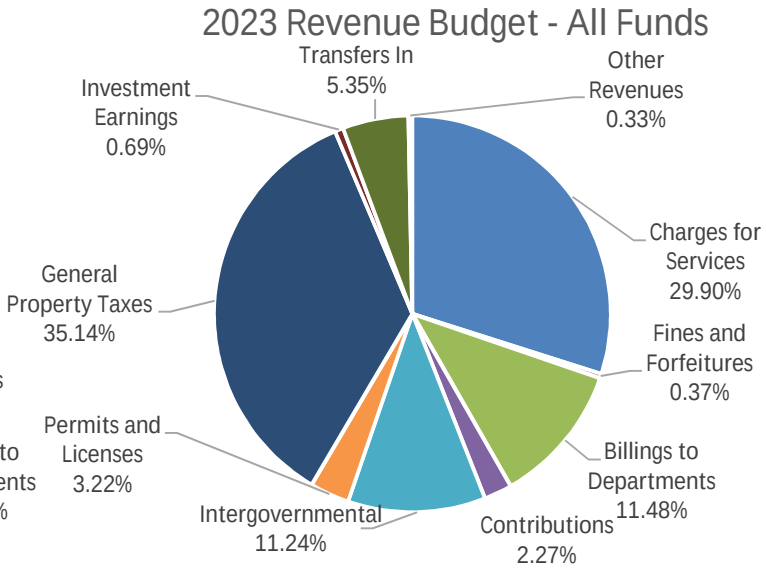
The General Fund receives revenue from a holding fund for a one-time or infrequent purchase. In other city funds, a transfer may be used from fund balance for a planned capital purchase or to temporarily offset operational costs.

Other

Refunds and reimbursements, administrative fees, property claims, and miscellaneous revenue are categorized under this source of revenue.

The graphs below demonstrate the city revenue streams by income source.





Expenditure Categories

Expenditures are divided into account groups to track purchases and describe how funds are expected to be spent throughout the budget year.

Personal Services

Consist of salaries, overtime, health and life insurance benefits, the city contributions for FICA, Medicare, PERA, Workers' Compensation insurance, and other compensation-related costs.

- Retirement Costs. Most employees are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). They are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356.
- Employers Contribution. The city contributes a predetermined amount towards benefit coverage. Employees have the option of selecting from various benefits and are required to pay for any benefits exceeding the employer's contribution.
- Workers' Compensation. Costs are charged to each department based on claims history and are accounted for in the Risk Management Fund.

Material and Supplies

Office supplies, parts, and materials necessary to perform the services provided.

Employee Development

This category consists of employee training such as workshops, conferences and seminars, and other professional development-related expenditures.

Contractual Services

Includes services provided to the city by outside sources; including postage, printing, subscriptions, and contracted services.

Capital and Equipment

Capital expenditures are for capital purchases of items over $5,000 with a useful life of more than one year. Equipment expenditures are smaller equipment purchases of items not meeting the city's capitalization threshold of $5,000.

Allocations

Allocations include expenditures used to distribute the cost of operations of Internal Service Funds to the benefiting departments/divisions.

Transfer Out

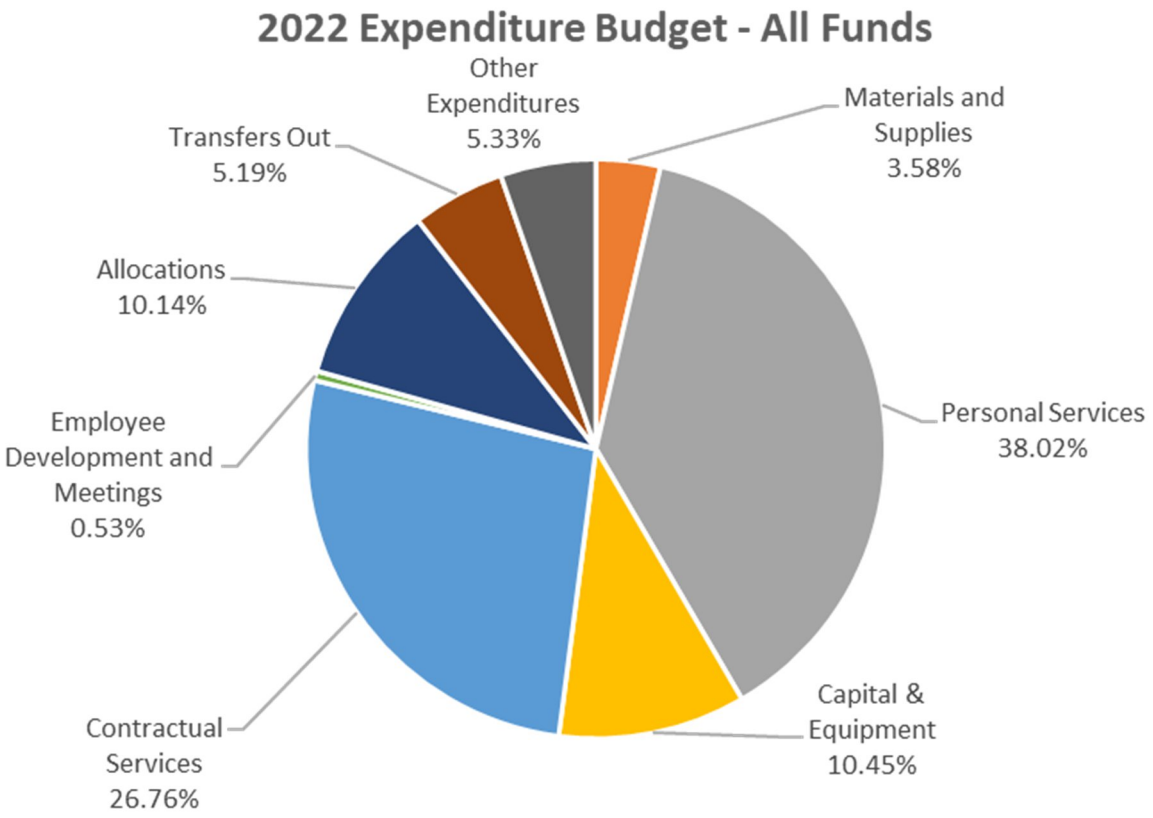
Transfers made for operational or capital purposes.

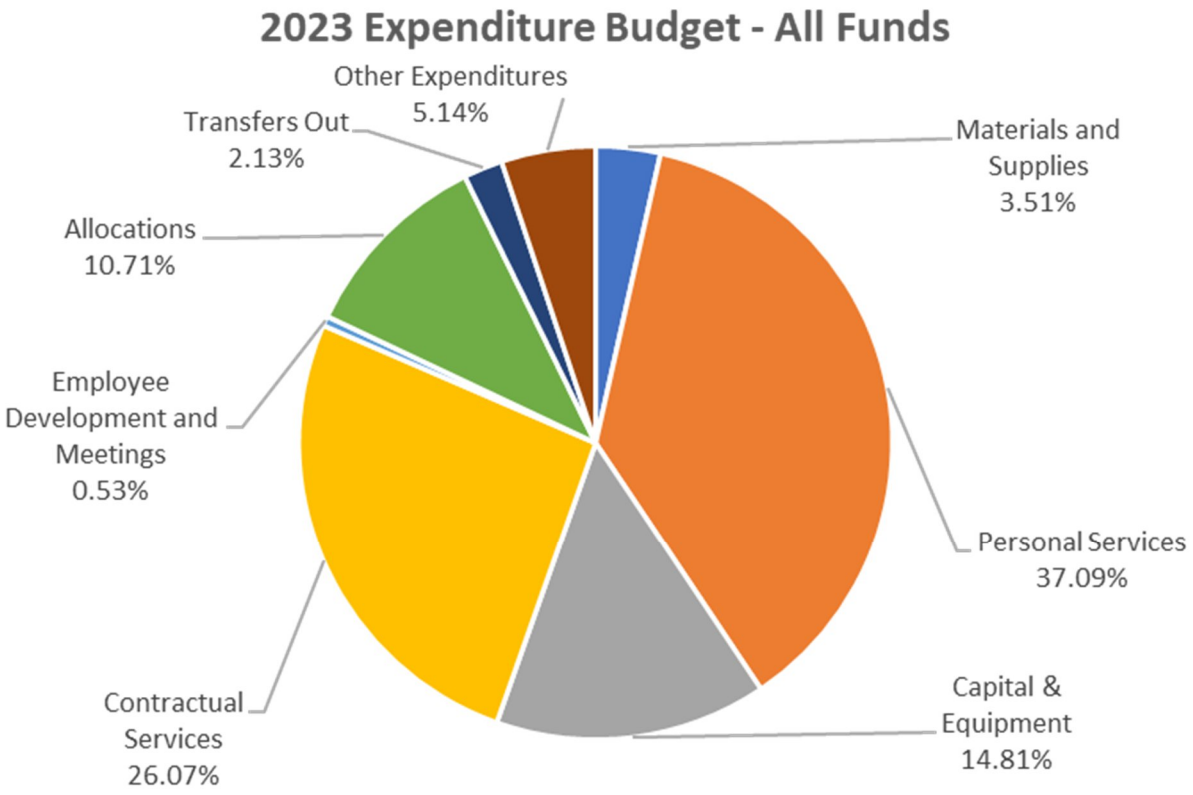
Other Expenditures

A combination of miscellaneous expenses not otherwise categorized, such as:

- Dues and subscriptions for both citywide and individual employee memberships and subscriptions to professional organizations, commissions and collaborative organizations such as the League of Minnesota Cities, Metro Cities and the Suburban Rate Authority.
- Interest payments on Enterprise Fund debt service
- Bank fees and other small items.

The graphs below demonstrate how resources are allocated. Please note that in addition to providing the total city budget, the figures incorporate the Capital Improvement Program totals.





TOTAL CITY BUDGET

The 2022/2023 biennial budget is balanced and in compliance with all provisions of the City Charter and Council Policies.

The total city budget as shown below is the combined budgets of all parts of the organization, including the Housing Redevelopment Authority (HRA). The table below shows the gross city budget.

Total Combined City Budget

	2020 Actual	2021 Actual	2022 Budget	2023 Concept	2023 Amended
Revenues					
Taxes	$ 32,774,262	$ 44,897,003	$ 37,246,506	$ 38,913,501	$ 39,507,051
Permits and Licenses	3,952,873	4,099,157	3,704,455	3,704,455	3,621,335
Intergovernmental	19,031,967	23,503,288	11,977,562	12,234,913	12,630,611
Charges for Services	26,755,838	34,313,898	31,781,656	34,064,389	33,607,502
Billings to Departments	10,489,425	10,930,366	11,055,675	11,579,617	12,910,955
Fines & Forfeitures	321,938	349,414	415,000	415,000	415,000
Special Assessments	6,713	3,455,247	10,000	10,000	10,000
Contributions & Donations	12,799,106	7,136,129	3,689,300	2,524,840	2,554,840
Interest Income	2,575,071	(404,049)	781,575	781,675	780,885
Other	4,442,462	2,095,591	346,600	353,185	360,655
Bond Issuance	-	20,958,175	-	-	-
Transfers In	1,140,262	24,037,904	2,474,712	6,354,869	6,018,586
	$ 114,289,917	$ 175,372,123	$ 103,483,041	$ 110,936,444	$ 112,417,420
Appropriations					
Personal Services	33,916,001	35,400,258	39,345,745	41,372,535	41,692,617
Materials and Supplies	3,165,607	3,400,532	3,702,631	3,785,706	3,947,393
Employee Development & Meetings	285,707	326,322	546,345	569,595	594,300
Dues & Subscriptions	512,900	527,757	650,828	706,653	731,305
Contractual Services	24,421,230	51,639,630	27,692,510	28,267,649	29,312,219
Equipment	504,900	477,976	571,900	394,535	707,400
Capital Improvements	531,339	40,400,452	10,245,662	16,219,916	15,947,140
Allocations	9,797,592	10,101,201	10,490,675	10,781,617	12,043,955
Transfers Out	8,935,093	24,037,904	5,373,477	3,736,499	2,394,751
Other Expense	9,277,069	8,050,586	4,863,268	5,101,739	5,046,340
Debt Service	-	2,391,302	-	-	-
Depreciation	9,601,378	10,565,819	-	-	-
Total Appropriations	$ 100,948,816	$ 187,319,739	$ 103,483,041	$ 110,936,444	$ 112,417,420
Less Allocations	$ 9,797,592	$ 10,101,201	$ 10,490,675	$ 10,781,617	$ 12,043,955
Less Transfers	8,935,093	24,037,904	5,373,477	3,736,499	2,394,751
	18,732,685	34,139,105	15,864,152	14,518,116	14,438,706
Net Appropriations	$ 82,216,131	$ 153,180,634	$ 87,618,889	$ 96,418,328	$ 97,978,714

Debt Service

The city sells bonds to raise revenue to finance large projects such as new or expanded facilities, street reconstruction, or to purchase land for open space. The City of Plymouth is one of only ten cities in

Minnesota to hold Aaa/AAA bond ratings from both Moody's Investor Services and Standard and Poor's which has resulted in low interest rates on bond sales.

The City works closely with our financial advisor to continually review our debt obligations for interest saving opportunities.

The following table shows current obligations through the audited year of 2021.

Debt Service Schedule (as of 12/31/2021)

Description	Date of Issue	Date of Maturity	Rate of Interest (%)	Authorized and Issued	Outstanding 12/31/2021
General Obligation Bonds					
Refunding Bonds - 2012A	4/5/2012	2/1/2025	2.0 - 3.0	4,815,000	2,040,000
Open Space Bonds - 2015A	3/4/2015	2/1/2027	2.0 - 3.0	3,295,000	2,280,000
Tax Abatement Bonds - 2020A	11/5/2020	2/1/2041	2.0 - 4.0	38,965,000	38,965,000
Capital Improvement Bonds - 2021A	9/16/2021	2/1/2042	1.625-3.0	19,915,000	19,915,000
Total General Obligation Bonds				$ 66,990,000	$ 63,200,000
General Obligation Tax Increment Bonds					
Tax Increment Refunding Bonds - 2009A	11/24/2009	2/1/2023	3.0 - 3.5	2,490,000	570,000
				$ 2,490,000	$ 570,000
General Obligation Revenue Bonds					
					-
				$ -	$ -
Capital Leases					
Vantage Financial Lease	7/1/2019	6/30/2024	0	173,394	69,357
Cisco Lease	5/1/2019	4/30/2024	0	196,258	78,503
Total Capital Leases				$ 369,652	$ 147,860
Total Bonds and Capital Leases Payable (Primary Government)					*$ 63,917,860*
Component Unit (HRA)					
Vicksburg Crossing Refunding Bonds - 2012A	4/5/2012	2/1/2035	2.0 - 3.25	9,890,000	8,020,000
Refunding Bonds - 2021A	11/3/2021	2/1/2035	1.0-3.0	6,920,000	6,920,000
Total Component Unit (HRA)				$ 16,810,000	$ 14,940,000
Total Outstanding Debt					*$ 78,857,860*

The 2022/2023 Biennial Budget requires $46,955,697 and $50,097,963, respectively, for operations within the General Fund to continue at existing service levels and includes the best information available regarding inflationary factors, union contract settlements, and anticipated maintenance and equipment needs. Each budget year is potentially impacted by inflation, state and local policy changes, as well as the economy.

Property Tax

The 2023 budget includes a total property tax levy of $47,162,089 to meet expected operational needs; an increase of 6.52%. In addition to the city property tax levy, Plymouth levies property taxes for the Housing and Redevelopment Authority (HRA). The 2023 budget includes an HRA levy of $639,634, an increase of $20,681 or 3.34%.

CITY OF PLYMOUTH PROPERTY TAX LEVIES

Levy Type	2020	% Increase / Decrease over 2019	2021	% Increase / Decrease over 2020	2022	% Increase / Decrease over 2021	2023 Proposed Final Levy	% Increase / Decrease over 2022
Levy Base								
General Fund Base	31,594,857	**5.46%**	33,598,337	**6.34%**	35,851,779	**6.71%**	37,922,777	**5.78%**
Street Reconstruction	2,662,553	**1.00%**	2,689,179	**1.00%**	2,769,854	**3.00%**	2,852,950	**3.00%**
Recreation Fund	703,650	**5.00%**	738,832	**5.00%**	775,774	**5.00%**	944,640	**21.77%**
Park Replacement	906,736	**2.00%**	924,870	**2.00%**	952,616	**3.00%**	981,195	**3.00%**
Capital Improvement Fund	458,491	**2.00%**	467,661	**2.00%**	481,691	**3.00%**	496,142	**3.00%**
Total Levy Base	**36,326,287**	**4.98%**	**38,418,879**	**5.76%**	**40,831,714**	**6.28%**	**43,197,704**	**5.79%**
Special Levies								
GO 2012A (2004A) Public Safety	572,565	**0.25%**	573,510	**0.17%**		**0%**		**0%**
2015A Open Space	272,232	**2.45%**	271,182	**-0.39%**	264,725	**-2.38%**	268,767	**1.53%**
2020A Plymouth Community Center	910,000		1,506,735	**65.58%**	2,270,889	**50.72%**	2,267,392	**-0.15%**
2021A Fire Stations					287,241		787,241	**174.07%**
Total Special Levies	**1,754,797**	**109.69%**	**2,351,427**	**34.00%**	**2,822,855**	**20.05%**	**3,323,400**	**17.73%**
TOTAL CITY LEVY	**38,081,084**	**7.45%**	**40,770,306**	**7.06%**	**43,654,569**	**7.07%**	**46,521,104**	**6.57%**
HRA Levy	602,339	**2.00%**	606,817	**0.74%**	618,953	**2.00%**	639,634	**3.34%**
TOTAL LEVY	**$38,683,423**	**7.36%**	**$41,377,123**	**6.96%**	**$44,273,522**	**7.00%**	**$47,160,738**	**6.52%**
Total City Tax Rate (not including HRA)	25.77%		26.11%		27.14%		24.78%	

Charter Requirement for Levy Adoption

The City Council, in accordance with the City Charter, has adopted an ordinance that requires a two-thirds majority vote to adopt a tax levy resolution that increases the city's tax rate over the prior year. As a result, the 2023 tax levy does not require a 5/7 majority vote.

Tax Rate/Tax Impact

The tax rate is calculated by dividing the city's tax levy by the city's net tax capacity. The net tax capacity is calculated by multiplying the total market value by the relevant tax class rate for each property in the city. Due to the increase in the tax capacity value, the 2022 tax rate decreased by 2.41%; going from 27.19% to 24.78%.

The chart below reflects an increase in tax capacity from 2022 due to development growth and value shifting in property. These tax capacity figures are to show changes in real estate tax capacity and do not reflect personal property.

Comparison of Tax Capacity

	2022		2023		Change
Residential	105,437,548	61.2%	126,490,186	63.4%	20.0%
Apartments	15,219,340	8.8%	17,077,923	8.6%	12.2%
Commercial	25,690,943	14.9%	26,178,236	13.1%	1.9%
Industrial	25,921,709	15.0%	29,906,490	15.0%	15.4%
	172,269,540		199,652,835		15.9%

Other Items of Interest

- *Street Reconstruction* – The budget includes a 3% increase in the levy to the street reconstruction fund for 2023; approximately $83,100.
- *Park Replacement* – The 2023 budget includes a 3% increase in the levy to meet future capital needs to park facilities and trails; approximately $28,600.
- *Capital Improvement Fund* – The budget includes a 3% increase in the levy to the capital improvement fund for 2023; approximately $14,500.
- *Recreation Fund* - The budget includes a 21.77% increase in the levy to the recreation fund for 2023; approximately $169,000. This funding includes the addition of 1.0 FTE.
- *Staffing adjustments* -- The city had 274.2 authorized positions on a full-time equivalent (FTE) basis in 2008, the first year of the biennial budget. The total number of full-time equivalents for 2023 is 312.9. Of the total for 2023, 239.4 of these positions are in the general fund, while 73.5 are in other funds, an increase of 38.7 FTE's, since 2008.

The table below shows FTE's, excluding elected officials, seasonal, and temporary employees:

Full-time Equivalents

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Total Employees	248.5	246.5	248.5	248.0	252.1	263.1	264.9	280.3	287.9	294.9	302.5	312.9

CONCLUSION

The 2022/2023 biennial budget responds to City Council goals and is structured to maintain core existing services. The budget also reflects the economic concern of the impact to taxpayers.

The remaining portions of this budget document provide greater detail on the funding sources and uses. We sincerely believe that all interested parties will find this document useful in evaluating the city's programs and services. Supplemental information can be obtained from the Department of Administrative Services.

City of Plymouth

Adding Quality to Life

Water, Sanitary Sewer, Water Resources & Solid Waste Management

Utility Rate Study

For Year Ending December 31, 2018

Prepared By:

Finance Division

Introduction

This Utility Rate Study was completed to update the financial projections for the water, sanitary sewer, water resources, and solid waste management utilities.

Goals of a Utility Enterprise Rate Structure

Water, sanitary sewer, water resources, and solid waste management utility funds are reported in financial statements as enterprise funds, meaning that the charges for services are designed to cover the costs of operations. The general goals of a utility rate structure are:

- Rates sufficient to cover capital and operating costs of the system
- Provide adequate cash balances for cash-flow and contingencies
- Allocate costs consistently to those that use the system
- Promote conservation by charging higher rates for greater consumption

Capital Needs

The City has completed its Capital Improvement Plan (2020 – 2029) which is incorporated into this rate study to ensure future capital needs are covered by the proposed rate structures. The CIP for the water, sanitary sewer, and water resource utilities is provided in Appendix E.

The City has maintained a comprehensive long-range Capital Improvement Plan for many years focusing on replacement of existing infrastructure and system expansion to accommodate new growth. The City's fiscal planning has resulted in very little debt for the utility systems. In 2004, bonds (series 2004B) were issued in the amount of $13,140,000 to fund water treatment plant upgrades. These bonds were refunded in 2012 resulting in savings of over $257,000. The amount outstanding on the refunding bond is $1,005,000 as of 12/31/18 and was retired on February 1, 2019.

Assumptions

The following chart summarizes the significant assumptions in the rate study.

	Water Utility	Sanitary Sewer Utility	Water Resources Utility	Solid Waste Management
Consumption	Average consumption over a 3 year period.		N/A	N/A
Revenue	New growth is estimated at 100-250 units per year from 2019-2029.	Consumption is approximately 68% of water consumption based on historic ratios.	New growth is estimated at 100-250 units per year from 2019-2029.	
Operating Expenses	Projections include increases of 3.0%[1] annually to account for new demand and inflation.			
Capital Expenses	Capital expenditures from 2020-2029 are based on the City's Capital Improvement Plan through 2029. A contingency for unforeseen projects are also included in projections for 2025-2029. An inflationary adjustment of 2% is included on placeholder projects.			N/A
Cash	Cash projections are based on 12/31/2018 cash balances.			

[1] *Per the American City and County Magazine's published Construction Cost Index*

Water Utility

The water utility fund provides municipal water service to the community. The fund finances the operations, maintenance, and construction of the water systems.

Rate Structure

The primary revenue sources of the water utility fund are consumption fees, base charges, and demand charges.

Consumption Fees are based on the metered use of water and primarily used to offset the costs of water production, maintenance and improvements to the existing system.

Base Charges are fixed monthly fees for residential and commercial customers and help offset the cost of expenses incurred regardless of the amount of water consumed, such as utility staffing and the billing process. Base charges are applied to all accounts including separately billed irrigation accounts.

Demand Charges are billed to commercial users with meters 1 ½" or greater and are based on meter size. Demand charges were established to offset the cost of increased water demand of commercial users.

Residential

The Minnesota Legislature requires a conservation rate structure for all metropolitan area public water suppliers, who serve more than 1,000 people. The Department of Natural Resources has provided further guidance that an increasing tiered rate means that there is a significant increase between the tiers to encourage conservation, or at least 25% cost increase between the first two tiers and at least 50% more between the last two. The current and recommended rate structures are in compliance with these guidelines; tier two is 25% and tier three is 72%.

With a three-tiered rate system, a typical resident will pay more for water used for irrigation than water used in daily activities. The purpose of a tiered rate system is:

1. To promote conservation.

2. To allocate costs appropriately, based on metered consumption. Cities construct water systems to meet the capacity of peak watering days in the heat of the summer. A tiered rate structure charges more per gallon for peak use, thereby allocating the cost of over-sizing the system for peak days to peak users.

Residential customers are billed a base charge per month and consumption fees per 1,000 gallons of water used. Some residential customers have a separate meter to measure non-essential water consumption such as irrigation or water used for pools, hot tubs, and hockey rinks and are billed separately from their daily use. However, most residents do not have a separate meter to measure non-essential water consumption and this use is included in the three-tiered rate structure along with their daily water consumption.

Commercial

Commercial businesses, industrial, and institutional organizations are included in this category. Commercial customers are billed a base charge per month, consumption fees per 1,000 gallons of water used, and demand charges for meters that are 1 ½" or greater in size. Many of these customers have separate irrigation meters which measure seasonal water use.

Billing

Residential

Consumption fees, including daily activity and non-essential use, account for nearly 76% of the **residential** billings, with the remaining 24% coming from the base charges. Residential consumption fees total approximately $3.6 million per year, while base charges bring in over $1 million. The average annual residential consumption over the past three years (2016-2018) was 2,103,181,384 gallons.

Commercial

Consumption fees, including daily activity and irrigation use, account for nearly 70% of **commercial** billings, base charges account for 2%, and demand charges account for the remaining 28%. Commercial consumption fees total approximately $1.3 million per year while base and demand charges average approximately $635,000 annually. The average annual commercial consumption over the past three years (2016-2018) was 757,273,292 gallons.

The following table shows the top 10 commercial water users which account for 23% of the total commercial consumption and 6% of the total residential and commercial consumption.

Company	**2018 Consumption in Gallons**		
	Business Use	Irrigation	Total
Medivators	60,901,944	1,876,255	62,778,199
Honeywell	17,675,986	671,080	18,347,066
Hennepin County	16,450,034	985,550	17,435,584
Lifetime Fitness Inc	14,669,251	-	14,669,251
Regency Plymouth Ventures	11,969,500	1,192,607	13,162,107
Plymouth Corporate Center	6,851,486	1,842,634	8,694,120
AGA Medical Corp	5,577,332	3,100,829	8,678,161
Prudential Financial	7,324,800	-	7,324,800
Independent School #284	3,779,328	2,863,089	6,642,417
United Health Group	5,606,340	900,000	6,506,340

Like residential users, commercial users pay consumption fees and base charges. Commercial accounts also pay a demand charge for meters that are 1 ½" or greater. For accounts that have multiple meters, the commercial user pays the demand fee associated with the largest meter. The following chart breaks down commercial consumption by size and type of meter.

Commercial Consumption

2018

Meter Size	Meter Count	Total Consumption	Minimum	Maximum	Average	Median
3/4" and 1"	223	26,591,501	1	202,209	10,196	3,243
1 1/2"	319	119,488,861	3	1,304,783	31,444	13,496
2"	154	116,059,494	5	770,851	62,973	30,679
3"	55	83,004,121	3	1,364,033	127,502	61,364
4"	20	134,728,310	59	4,970,647	561,368	230,625
6"	3	19,358,680	170	1,342,671	537,741	541,400
		499,230,967	241	9,955,194	1,331,224	880,807

Commercial Irrigation Consumption

2018

Meter Size	Meter Count	Total Consumption	Minimum	Maximum	Average	Median
3/4" and 1"	127	27,590,714	1	399,110	33,856	27,221
1 1/2"	231	102,352,641	1	616,764	36,937	61,884
2"	65	52,185,635	1	915,508	64,988	102,167
3"	18	18,479,195	1	928,181	85,552	72,262
4"	2	2,373,186	1,804	811,827	98,883	246,728
6"	2	-	-	-	-	-
		202,981,371	1,808	3,671,390	320,216	510,262

Of the total annual commercial consumption, commercial irrigation accounts for 29% compared to regular commercial use of 71%. For commercial usage during the months of June - September, consumption consists of 52% regular use and 48% irrigation. Commercial irrigation during the peak months of June through September accounts for 24% of the total annual commercial usage.

Irrigation and other non-essential uses

Over 50% of the total water consumption occurs during four months; June through September.

Non-essential consumption is defined as irrigation or water used in filling pools, hot tubs, hockey rinks or other miscellaneous uses. Non-essential usage is approximately 30% of the overall water consumption. Commercial irrigation contributes 8% and residential non-essential use is estimated to be approximately 22% towards the overall water consumption.

The majority of residential irrigation consumption is not separately metered and is included within the regular residential consumption structure. The second and third tier of this structure is assumed to be primarily non-essential use of water. During the months of June – September, 44% of residential users fall into the second tier of consumption and 14% fall into the third tier. During the months of October-May, 17% of residential users fall into the second tier and less than 1% fall into the third tier.

Of the total irrigation consumption in 2018, the breakdown between commercial and residential users is estimated to be 26% and 74% respectively.

The commercial irrigation rate was created in 2010. The irrigation rate was set at a conservation rate of 25% over the lowest tier and is within the guidelines set by the Department of Natural Resources.

The **current billing structure** with rates per 1,000 gallons is as follows:

		2019 Rates	Conservation Rate	Type of Fee	Daily Use (includes non-essential use not separately metered)	Irrigation-only Meter
Base Charge (Comm & Res)		$4.35		Flat fee	Flat fee	Flat fee
Residential & Multi-Family	Tier 1	$1.57		Consumption based fee	up to 6,250 gallons	N/A
	Tier 2	$1.97	25%		6,251 to 17,500 gallons	up to 17,500 gallons
	Tier 3	$3.39	72%		> 17,500 gallons	> 17,500 gallons
Commercial	Regular	$1.87		Consumption based fee	All regular consumption	N/A
	Irrigation	$2.34	25%	Consumption based fee	N/A	All irrigation consumption

Currently, residential non-essential use is embedded in the daily use structure unless a separate meter was installed. The residential rate structure provides for two tiers for this non-essential use as noted above in the table. Commercial irrigation is set at a flat rate that falls between the second and third tier rates for residential.

One of the main differences between the two structures is that residential irrigation rates are tiered depending on usage above or below 17,500 gallons; whereas the commercial irrigation rate is for all irrigation consumption.

Further, to incent water conservation, a rebate program was offered for irrigation. The rebate program was originally funded primarily by a grant from the Met Council. Funding was exhausted quickly due to the large demand for participation in the program resulting in closure of the program on June 23, 2017. Since the program was designed to be on a first come, first served basis, a long list of users were not accepted into the program.

In the 2017 study, Council increased funding available for the water efficiency rebate program. The 2018 rebate program was 100% city funded. Rebates were offered to incent residential and commercial customers to replace old, inefficient sprinkler spray bodies and irrigation controllers with new WaterSense certified products. Rebates reimbursed owners for 75% of the cost of the device, up to a maximum of $100 for residential or $200 for commercial for WaterSense sprinkler spray bodies and $200 for residential or $500 for commercial for WaterSense irrigation controllers. The results of the program are as follows:

	Devices Installed	Properties Benefited	Total Rebates
Sprinkler Heads	20	2	$170
Irrigation Controls	153	153	$31,652
TOTALS	**173**	**1,695**	**$31,782**

Upon review of benefiting properties, the annual gallons saved for non-essential water usage in June – September is approximately 40% as a result of the sprinkler spray body and irrigation controller upgrades. Rainfall and timing of installation of new WaterSense devices impacts water usage savings.

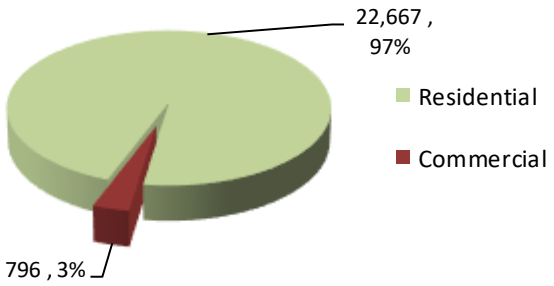
Total Residential and Commercial

Although the customer base is primarily residential at 97% of the total number of utility customers, approximately 29% of the utility revenue comes from commercial billings. Residential consumption accounted for 75% or 2.1 billion gallons of the City's total annual water consumption. Commercial consumption accounted for 25% or 702 million gallons of the City's total water consumption.

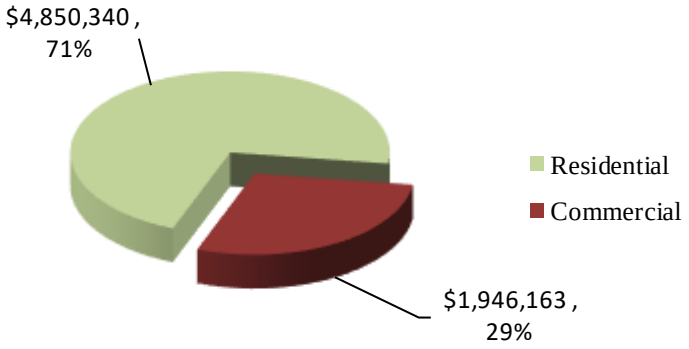
The following charts illustrate the relationship between the total residential and commercial customers:

2018 Actual

Water Utility Customers (Accounts)



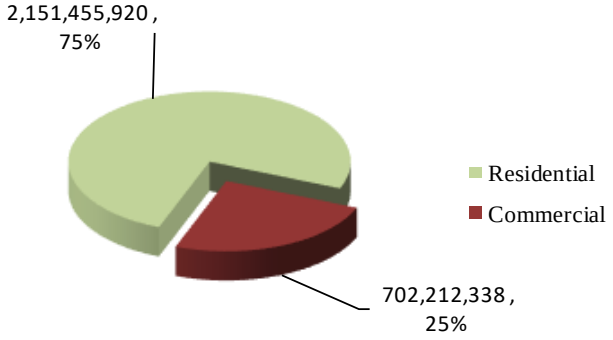
Revenue by Customer
Base, Consumption & Demand Charges (Revenue)



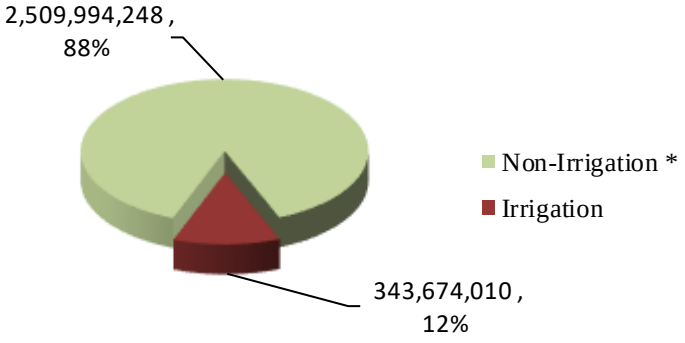
The following charts illustrate the relationship between types of consumption.

2018 Actual

Consumption by Customer
(Gallons)



Consumption by Usage
(Gallons)



*Non-irrigation includes single-metered residential irrigation which may under state the ratio.

Water Rates

Based on the projections in Appendix C-1, increases are necessary in the water utility. The proposed rates are illustrated in the chart below.

		Proposed Residential & Multi-Family Rates				
		per 1,000 gallons				
	Current	**3.50%**	**3.50%**	**3.50%**	**3.00%**	**3.00%**
in gallons	2019	2020	2021	2022	2023	2024
0 to 6,250	$1.57	$1.62	$1.68	$1.74	$1.79	$1.84
6,251 to 17,500	1.97	2.04	2.11	2.18	2.25	2.32
>17,501	3.39	3.51	3.63	3.76	3.87	3.99
				per month		
Base Charge	$4.35	$4.50	$4.66	$4.82	$4.96	$5.11

		Change in Residential & Multi-Family Rates				
		per 1,000 gallons				
in gallons		2020	2021	2022	2023	2024
0 to 6,250		$0.05	$0.06	$0.06	$0.05	$0.05
6,251 to 17,500		0.07	0.07	0.07	0.07	0.07
>17,501		0.12	0.12	0.13	0.11	0.12
				per month		
Base Charge		$0.15	$0.16	$0.16	$0.14	$0.15

The effect of these rate increases on customers, by various consumption level is as follows:

			Proposed Residential & Multi-Family Charges by Consumption Level				
			per customer, per month				
Consumption	Gallons per	**Current**	**3.50%**	**3.50%**	**3.50%**	**3.00%**	**3.00%**
Level	Month	2019	2020	2021	2022	2023	2024
Light	2,500	$8.28	$8.55	$8.86	$9.17	$9.44	$9.71
Average	6,250	14.16	14.63	15.16	15.70	16.15	16.61
Above Avg	12,500	26.48	27.38	28.35	29.32	30.21	31.11
Heavy	22,500	53.28	55.13	57.05	59.02	60.81	62.66

Note: Projections are based on proposed increases to base charges and consumption rates.

			Change in Residential & Multi-Family Charges by Consumption				
			per customer, per month				
Consumption	Gallons per						
Level	Month		2020	2021	2022	2023	2024
Light	2,500		$0.28	$0.31	$0.31	$0.26	$0.28
Average	6,250		0.46	0.54	0.54	0.45	0.46
Above Avg	12,500		0.90	0.97	0.97	0.89	0.90
Heavy	22,500		1.85	1.92	1.97	1.79	1.85

Proposed Commercial Rates

per month

	Current	3.50%	3.50%	3.50%	3.00%	3.00%
	2019	2020	2021	2022	2023	2024
Consumption Fees	$1.87	$1.94	$2.01	$2.08	$2.14	$2.20
Irrigation Fees	2.34	2.42	2.50	2.59	2.67	2.75
Base Charge	4.35	4.50	4.66	4.82	4.96	5.11
Demand Charges						
3/4" and 1" meters	N/A	N/A	N/A	N/A	N/A	N/A
1 1/2" meter	$54.13	$56.02	$57.98	$60.01	$61.81	$63.66
2" meter	81.20	84.04	86.98	90.02	92.72	95.50
3" meter	169.16	175.08	181.21	187.55	193.18	198.98
4" meter	270.67	280.14	289.94	300.09	309.09	318.36
6" meter	541.36	560.31	579.92	600.22	618.23	636.78

Change in Commercial Rates

per month

		2020	2021	2022	2023	2024
Consumption Fees		$0.07	$0.07	$0.07	$0.06	$0.06
Irrigation Fees		0.08	0.08	0.09	0.08	0.08
Base Charge		0.15	0.16	0.16	0.14	0.15
Demand Charges						
3/4" and 1" meters		N/A	N/A	N/A	N/A	N/A
1 1/2" meter		$1.89	$1.96	$2.03	$1.80	$1.85
2" meter		2.84	2.94	3.04	2.70	2.78
3" meter		5.92	6.13	6.34	5.63	5.80
4" meter		9.47	9.80	10.15	9.00	9.27
6" meter		18.95	19.61	20.30	18.01	18.55

The effect of these rate increases on customers, including base, consumption and demand charges, if applicable, by average consumption at each meter size is as follows:

			Proposed Commercial Charges by Meter Size *per customer, per month*				
Meter Size	Average Gallons per Month	**Current** 2019	**3.50%** 2020	**3.50%** 2021	**3.50%** 2022	**3.00%** 2023	**3.00%** 2024
3/4" and 1" meters	10,200	$23.42	$24.29	$25.16	$26.04	$26.79	$27.55
1 1/2" meter	31,446	117.28	121.53	125.85	130.24	134.06	137.95
2" meter	62,973	203.31	210.71	218.22	225.82	232.44	239.15
3" meter	127,502	411.94	426.93	442.15	457.57	470.99	484.59
4" meter	561,368	1,324.78	1,373.69	1,422.95	1,472.56	1,515.38	1,558.48
6" meter	537,741	873.82	905.86	938.23	970.96	999.31	1,027.95
Irrigation	320,216	753.66	779.42	805.20	834.18	859.94	885.70

Note: Projections are based on proposed increases to base charges, consumption rates and demand charges.

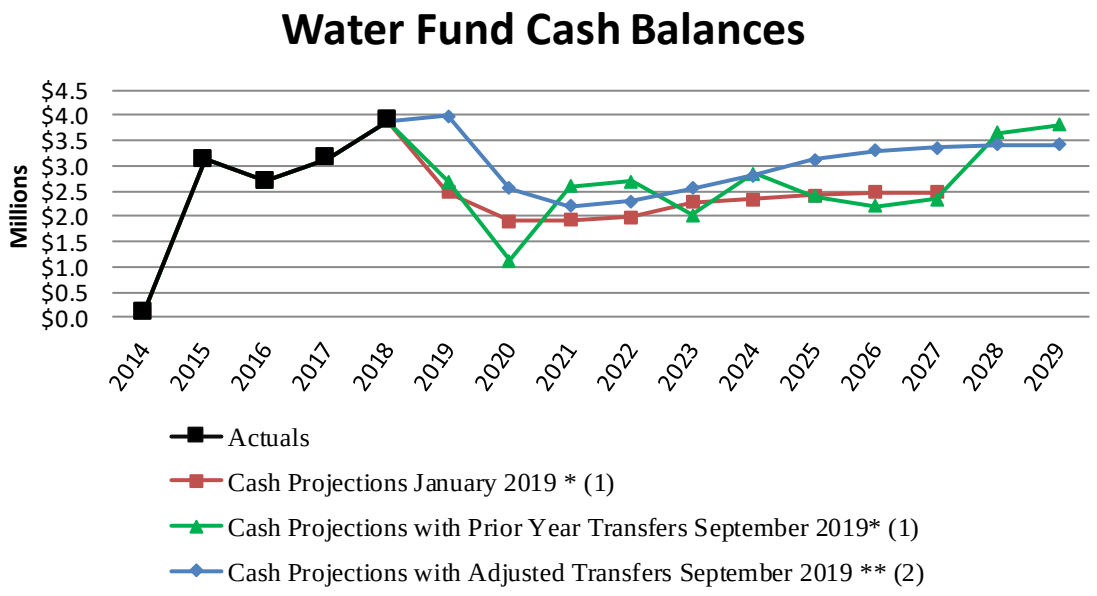
			Change in Commercial Charges by Meter Size *per customer, per month*				
Meter Size	Average Gallons per Month		2020	2021	2022	2023	2024
3/4" and 1" meters	10,200		$0.86	$0.87	$0.87	$0.75	$0.76
1 1/2" meter	31,446		4.24	4.32	4.39	3.83	3.89
2" meter	62,973		7.40	7.51	7.61	6.62	6.71
3" meter	127,502		15.00	15.22	15.43	13.42	13.60
4" meter	561,368		48.92	49.26	49.61	42.82	43.10
6" meter	537,741		32.04	32.38	32.73	28.35	28.63
Irrigation	320,216		25.77	25.78	28.98	25.76	25.77

Summary

The Water Fund had an estimated cash balance of $2,911,607 as of 12/31/18. The actual cash balance is $3,891,288. Rate increases are consistent with the previous study.

To maintain cash balances in the Water Fund at the target reserve (see page 21), the Water Fund receives a cash transfer to or from the Water Sewer Replacement Fund as needed. The 2018 transfer from Water Sewer Replacement fund was $1,951,595.

The following graph shows the projection for the estimated cash balances with comparisons to the previous study (see Appendix C-1 for comparative tables). Both the red and green lines are identified with a (1) as they are a direct comparative of the original and updated projection without the target reserve adjustment to reflect any variance due to revenue and expenditure adjustments. The blue line, identified by a (2), reflects the updated projection with adjusted transfers to/from the Water Sewer Replacement Fund to maintain target reserve balances and offset any variances from revenue and expenditures. The black line reflects actuals for 2014-2018.



* Net Transfer to Water Sewer Replacement of $9,465,000 ** Net Transfers to Water Sewer Replacement of $2,815,000

*** This study was adjusted to align with the 10 year CIP, therefore two years were added to this graph.

Cash variances are due to fluctuations in net revenues and expenses. The majority of the variance is due to changes in capital needs as identified in the summary below, including unexpected water main rehabilitation at Xenium Lane and cost adjustment to street projects as a result of the State of the Streets.

- 2019 CIP projects decreased $172,883
- 2020 CIP projects increased $2,550,000
- 2021 CIP projects increased $1,377,333
- 2022 CIP projects increased $650,000
- 2023 CIP projects increased $697,000
- 2024 CIP projects increased $646,481
- 2025 CIP projects increased $1,016,306
- 2026 CIP projects increased $1,543,406
- 2027 CIP projects increased $1,746,576

These changes resulted due to the following:

- Newly identified projects
  - Xenium Lane Water Main Rehabilitation for $2,000,000 in 2020
  - Ridgemount Avenue Rehabilitation for $500,000 in 2021
  - County Road 9 at TH 169 Bridge Replacement for $300,000 in 2024
  - Water Storage Facility Improvement for $200,000 ($125,000 in 2026 and $75,000 in 2027)

- Cost adjustments
  - Brockton Lane Reconstruction construction costs were decreased in 2019 by $208,972
  - Annual Well Refurbishing costs were increased by $25,000 in 2026 and 2027.
  - Annual Treatment Plant Refurbishing costs were increased by $50,000 each year from 2024 to 2027.
  - 2000 Wheel Loader with Plow costs were reduced to $0. This equipment is funded by Central Equipment.
  - Annual Street Reconstruction construction costs increased by $8,846,000 ($700,000 in 2020, $999,000 in 2021, $1,000,000 in 2022, $947,000 in 2023, $1,100,000 in 2024 and 2025, $1,400,000 in 2026, and $1,600,000 in 2027).
  - Annual Mill and Overlay construction costs decreased by $1,843,911 (increased $56,089 in 2019 and $100,000 in 2020, and decreased $100,000 in 2021, $400,000 in 2022, and $300,000 in 2023 through 2027).
  - Annual Full Depth Reclamation (FDR) construction costs increased by $605,000 (decreased $20,000 in 2019 and increased $150,000 in 2020, $25,000 in 2021, $50,000 in 2022 through 2024 and $100,000 in 2025 through 2027).

- Timing variances
  - The Juneau Lane from Hampton Hills to 59th Avenue project is moved to 2028 with a cost of $310,000.

Sanitary Sewer Utility

The City of Plymouth participates in the Metropolitan Council Environmental Services (MCES) sanitary sewer system. The City is responsible for the sewer collection system within the city limits and then pays MCES disposal fees for treatment. Currently, these fees comprise approximately 63% of the sewer utility's operating expenses, depreciation accounts for 13%, and operational costs controlled by the City are the remaining 24%.

Current Sewer Rate Structure

The primary source of funding for the Sewer Fund is consumption fees.

Sewer consumption fees are set at a single-rate structure, which includes a base fee plus a consumption fee for commercial and residential. The base fee helps cover the costs of expenses incurred regardless of consumption, such as the utility billing process and staff, while the consumption fees are primarily to cover the costs of maintenance and improvements to the existing system.

Senior Discount

Historically, a discounted consumption fee of 10% has been offered to residents who are 62 years of age or older, homesteaded in the property, and the utility account is in the individuals' name. This program changed in 2014 and does not allow any new enrollment in order to phase out the discount. The primary reason for this change is that the program does not provide a benefit to all Plymouth residents; it targets a small population of the City, does not incent conservation, and adds to administrative costs for the City. As of 12/31/18, 2,098 accounts take advantage of the discount; a reduction of approximately 148 due to residents moving out of their qualifying home in 2018. The total discount received by all customers in 2018 was approximately $39,479. This is a decrease of approximately $2,865 from the prior year.

Sewer Rates

Based on the projections in Appendix C-2, increases are needed in the Sewer Fund. With conservation already encouraged with a tiered residential water rate structure, it is not necessary to convert sewer rates to a tiered system. The proposed rates are illustrated in the chart below.

		Proposed Rates (All users)				
	Current	**5.50%**	**5.50%**	**5.50%**	**5.50%**	**5.50%**
	2019	2020	2021	2022	2023	2024
per 1,000 gallons	$4.01	$4.23	$4.46	$4.71	$4.97	$5.24
				per month		
base charge	$6.82	$7.20	$7.60	$8.02	$8.46	$8.93

		Change in Rates (All users)				
		2020	2021	2022	2023	2024
per 1,000 gallons		$0.22	$0.23	$0.25	$0.26	$0.27
				per month		
base charge		$0.38	$0.40	$0.42	$0.44	$0.47

The impact of the increases is summarized by various consumption levels in the following chart.

			Proposed Charges by Consumption Level (All users) *per customer, per month*				
Consumption Level	Gallons per Month	**Current** 2019	**5.50%** 2020	**5.50%** 2021	**5.50%** 2022	**5.50%** 2023	**5.50%** 2024
Light	1,700	$13.64	$14.39	$15.18	$16.03	$16.91	$17.84
Average	4,250	23.86	25.18	26.56	28.04	29.58	31.20
Above Avg	8,500	40.91	43.16	45.51	48.06	50.71	53.47

Note: Projections are based on proposed increases to base charges and consumption rates.

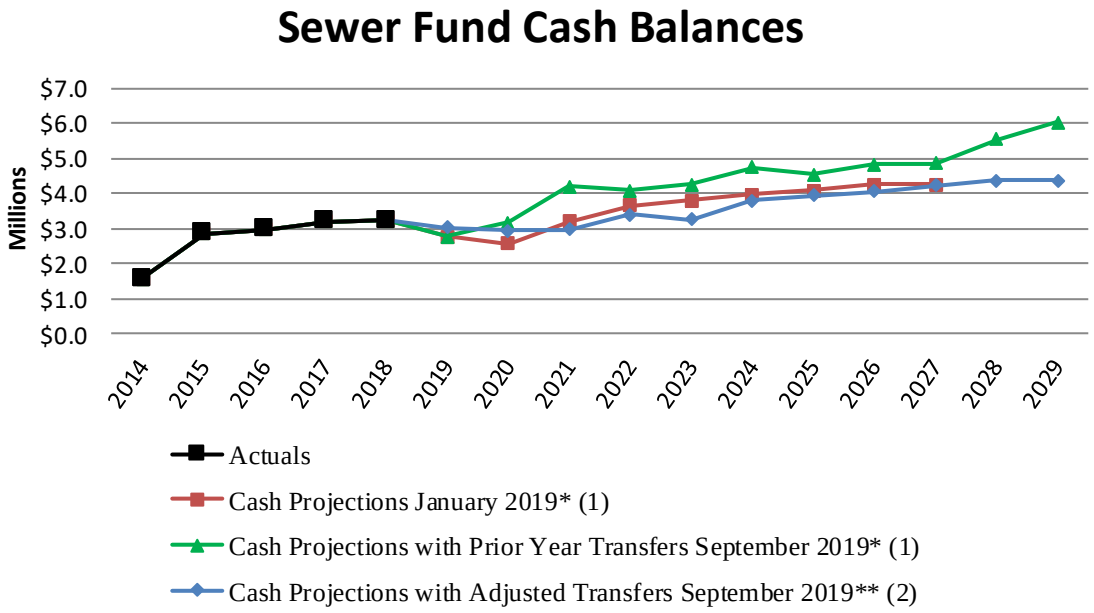
			Change in Charges by Consumption Level (All users) *per customer, per month*				
Consumption Level	Gallons per Month		2020	2021	2022	2023	2024
Light	1,700		$0.75	$0.79	$0.85	$0.88	$0.93
Average	4,250		1.32	1.38	1.48	1.55	1.62
Above Avg	8,500		2.25	2.36	2.54	2.65	2.77

Summary

The Sewer Fund had an estimated cash balance of $2,728,780 as of 12/31/18. The actual cash balance is $3,241,134. One of the goals of completing a utility study is to ensure appropriate cash balances are available. Rate increases remain consistent with the previous study for 2019-2023.

To maintain cash balances in the Sewer Fund at the target reserve (see page 21), the Sewer Fund receives a cash transfer to or from the Water Sewer Replacement Fund as needed. The 2018 transfer from Water Sewer Replacement fund was $1,157,036.

The following graph shows the projection for the estimated cash balances with comparisons to the previous study (see Appendix C-2 for comparative tables). Both the red and green lines are identified with a (1) as they are a direct comparative of the original and updated projection without the target reserve adjustment to reflect any variance due to revenue and expenditure adjustments. The blue line, identified by a (2), reflects the updated projection with adjusted transfers to/from the Water Sewer Replacement Fund to maintain target reserve balances and offset any variances from revenue and expenditures. The black line reflects actuals for 2014-2018.



* Net Transfer from Water Sewer Replacement of $2,609,000 ** Net Transfers to Water Sewer Replacement of $6,053,000

*** This study was adjusted to align with the 10 year CIP, therefore two years were added to this graph.

Cash variances are due to fluctuations in net revenues and expenses. The majority of the variance is due to reducing the MetCouncil annual rate increase from 5.5% to 5.0% based on the 2020 rate information and historical trends. Additional variances are due to adjustments to the three-year average consumption as a result of development activity. The remaining variance is due to changes in capital needs as summarized below.

- 2019 CIP projects increased $7,893
- 2020 CIP projects increased $100,000
- 2021 CIP projects decreased $46,667
- 2022 CIP projects decreased $110,000
- 2023 CIP projects decreased $85,000
- 2024 CIP projects decreased $679,835
- 2025 CIP projects increased $101,134
- 2026 CIP projects increased $125,680
- 2027 CIP projects increased $151,167

These changes resulted due to the following:

- Newly identified projects
  - Future Lift Station Improvements for $900,000 ($150,000 for 2024 and $250,000 for 2025 through 2027)
  - County Road 9 at TH 169 Bridge Replacement for $100,000 in 2024
- Change in scope
  - Line Sanitary Sewer Main constructions costs were increased $100,000 each year from 2025 through 2027.

        - 2000 Wheel Loader with Plow costs were reduced to $0. This is equipment is not funded by Central Equipment.
        - Annual Street Reconstruction construction costs were increased $105,000 (increased $90,000 in 2020, $40,000 in 2021 and 2022, and $35,000 in 2023 and reduced $40,000 in 2024 and 2025 and $20,000 in 2026).
        - Annual Mill and Overlay construction costs decreased $1,272,107 (increased $17,893 in 2019 and decreased $10,000 in 2020, $70,000 in 2021, $180,000 in 2022, $50,000 in 2023, and $220,000 in 2024 through 2027).
        - Annual Full Depth Reclamation (FDR) construction costs increased $260,000 (decreased $10,000 in 2019 and increased $30,000 in 2021 through 2024, and $40,000 in 2025 through 2027).
    - Timing variances
        - The Juneau Lane from Hampton Hills to 59th Avenue project was shifted from 2020 to 2028.

Water Sewer Replacement Fund

The Water Sewer Replacement Fund is used to replace and repair existing infrastructure and equipment of the Water and Sewer funds. As cash balances fluctuate in the Water and Sewer funds, cash is transferred to or from the Water Sewer Replacement Fund to meet target reserves. The estimated cash balance as of 12/31/2018 was $1.2 million. The actual cash balance is $1.8 million, a decrease of $3.0 million over 2017.

The decrease was due to net reserve transfers required in 2018 of approximately $3.5 million to maintain target reserves as a result of large capital projects such as the water tower refurbishing projects. The water tower refurbishing projects were initially projected to be paid over five years, but due to changes in legislation the projects are required to be paid in the year of construction. The remaining amount is interest and market value adjustments.

It is anticipated that the Water Sewer Replacement Fund reserves will be sufficient to cash flow projects without the need to issue debt. However, due to the significant amount of capital needs scheduled in the next ten years, a considerable amount of the cash reserves will be used. Reserves are projected to fluctuate between $1.0 million and $3.5 million during that time. Cash balances will be monitored and timing of these projects will be adjusted to ensure sufficient cash balances are available.

The cash flow of the Water Sewer Replacement Fund is combined with that of the Water and Sewer funds (Appendix C-3).

Water Resources

This fund is used to account for resources used to administer the City's surface water plan, erosion control, wetland regulations, and environmental programs including planning, projects, and maintenance.

Current Water Resources Rate Structure

The primary source of funding for the Water Resources Fund is surface water fees. The fee helps cover the costs incurred for the utility billing process, staff, and maintenance and improvements to the existing system.

Water Resources Rates

In 2019, *surface water fees* are set at a single-rate structure of $6.86 per month for residential, $22.75 per acre per month for multi-family residential, and $49.17 per acre per month for commercial.

Based on the projections in Appendix C-4, increases are needed to maintain adequate reserves in the water resources utility. The proposed rates are illustrated in the chart below.

		Proposed Rates (All users)				
		per month				
	Current	**7.0%**	**7.0%**	**7.0%**	**7.0%**	**7.0%**
	2019	2020	2021	2022	2023	2024
Residential	$6.86	$7.34	$7.85	$8.40	$8.99	$9.62
		per acre, per month				
Multi-Family Residential	22.75	24.34	26.04	27.86	29.81	31.90
Commercial	49.17	52.61	56.29	60.23	64.45	68.96

		Change in Rates (All users)				
		2020	2021	2022	2023	2024
Residential		$0.48	$0.51	$0.55	$0.59	$0.63
Multi-Family Residential		1.59	1.70	1.82	1.95	2.09
Commercial		3.44	3.68	3.94	4.22	4.51

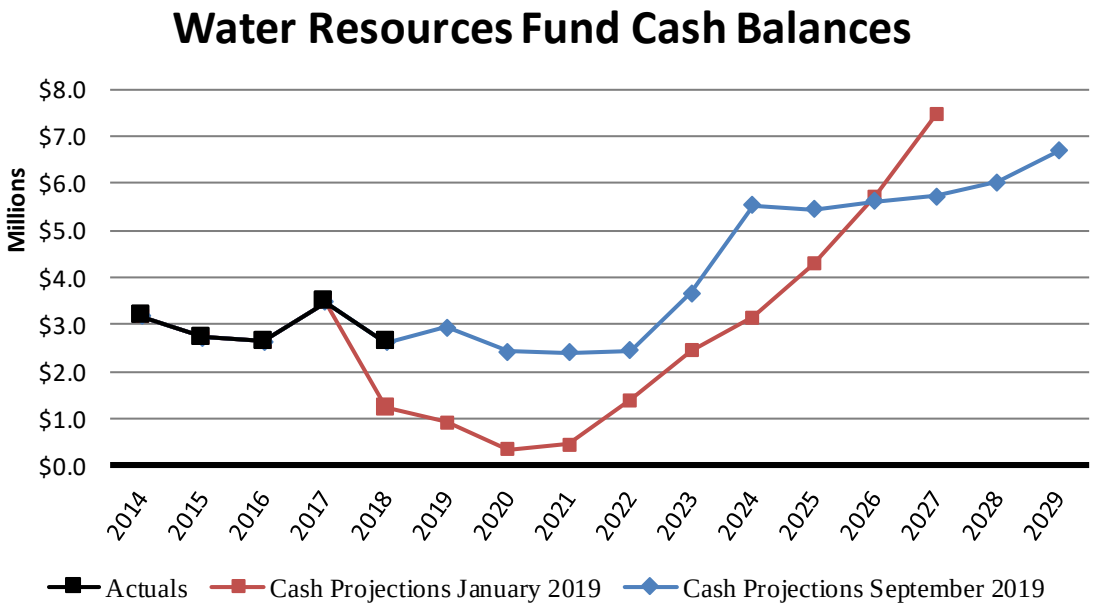
Summary

The Water Resources Fund had an estimated cash balance of $3,589,896 as of 12/31/18. The actual cash balance is $2,607,042, a decrease of approximately $869,000 over 12/31/17.

There are nine projects that may be funded by grants, however, reimbursement is uncertain at this time. If the grant funding is not available and if cash reserves are not sufficient, the projects will be delayed until one or the other becomes available. These projects are Mount Olivet Stream Restoration, Plymouth Creek Stream Restoration, 19th Avenue and Dunkirk Lane Pond Improvement, Parkers Lake Park Drainage Improvement, Maple Creek Stream Restoration, Bass and Pomerleau Alum Treatment Phase 2, Palmer Creek Estates Stream Restoration, Ponderosa Stream Restoration, and BCWMC Water Quality, Channel and Basin Improvements. These projects are included in the study with the assumption that external funding is available.

Rate increases remain consistent with the previous study.

The following graph shows the projection for the estimated cash balances with comparisons to the previous study (see Appendix C-4 for comparative tables). The red line reflects previous cash projections with construction projects that have grant funding (GF). The green line reflects previous cash projections without construction projects that have grant funding. The blue line reflects current cash projections which include the City's costs of the six projects with partial grant funding. Actuals are shown for 2014-2018.



* This study was adjusted to align with the 10 year CIP, therefore two years were added to this graph.

Cash variances are due to fluctuations in net revenues and expenses. The majority of the variance is due to changes in capital needs as identified in the summary below.

- 2019 CIP projects decreased $192,777
- 2020 CIP projects increased $30,000
- 2021 CIP projects increased $229,000
- 2022 CIP projects increased $988,000
- 2023 CIP projects decreased $129,000
- 2024 CIP projects decreased $1,098,407
- 2025 CIP projects increased $1,310,102
- 2026 CIP projects increased $1,319,412
- 2027 CIP projects increased $1,719,123

These changes resulted due to the following:

- Newly identified projects
  - Bass and Pomerleau Alum Treatment Phase 2 for $37,000 in 2020
  - BCWMC Water Quality, Channel and Basin Improvements for $225,000 ($75,000 each year for 2025, 2027 and 2029)
  - Future Water Quality Improvements for $5,750,000 ($1,000,000 in 2025 and 2026 and $1,250,000 in 2027 through 2029)
  - New ½ ton Pickup for $30,000 in 2020
  - County Road 9 at TH 169 Bridge Replacement for $100,000 in 2024
  - Ridgemount Avenue Rehabilitation for $20,000 in 2021
  - Annual Mill and Overlay for $226,000 ($58,000 in 2020, $44,000 in 2021, $18,000 in 2022, $26,000 in 2023, and $20,000 in 2024 through 2027)

        - Annual Full Depth Reclamation (FDR) for $625,000 ($50,000 in 2020 and 2021, $75,000 in 2022 through 2024 and $100,000 in 2025 to 2029).

- Timing variances
    - Chelsea Woods Drainage from Weston Lane to County Road 6 project planning and design was moved to 2021 for $50,000. Construction was moved to 2022 for $400,000.
    - Juneau Lane from Hampton Hills to 59th Avenue was moved to 2028 and increased to $100,000.
    - Ivanhoe/Pleasant Hills Drainage Improvement costs of $50,000 were moved to 2020.
    - Meadow Wood Drainage Improvement costs of $100,000 were moved to 2020.
    - 4th and Zircon Drainage Improvement costs of $50,000 were moved to 2020.
    - Playfield 10 Development Stormwater Quality Improvements replaces the Elm Creek Drainage Improvements at NWG Trailhead for $375,000. The project was also shifted to 2022 in 2020

- Cost adjustments
    - Courts/Fields of Nantarre Drainage Improvement construction costs were increased in 2021 by $25,000.
    - Kingsview Heights Drainage Improvement construction costs were increased in 2022 by $50,000.
    - Ponderosa Woods Stream Restoration construction costs were decreased in 2024 by $150,000. The construction is funded by the Watershed District.
    - Maintain Water Quality Ponds was increased by $50,000 in 2026 and 2027.
    - Drainage Improvements were reduced by $50,000 in 2024 through 2027.
    - Brockton Lane Reconstruction construction costs were increased by $7,223 in 2019.
    - Annual Street Reconstruction was increased $520,000 ($40,000 in 2020 and 2021, $65,000 in 2022 and 2023, $55,000 in 2024, and $80,000 in 2025 through 2027).

Solid Waste Management

The Solid Waste Management Fund provides collection services for various recyclable materials. Solid waste expenditures are primarily costs for curbside collection.

Current Solid Waste Rate Structure

The primary source of funding for the Solid Waste Management Fund is recycling fees.

Solid Waste Management recycling fees are set at a single-rate structure. The fee helps cover the costs incurred for the utility billing process, staff, and service contract expense.

Solid Waste Rates

Based on the projections in Appendix C-5, increases are needed to maintain adequate reserves in the Solid Waste Management Fund. The proposed rates are illustrated in the chart below.

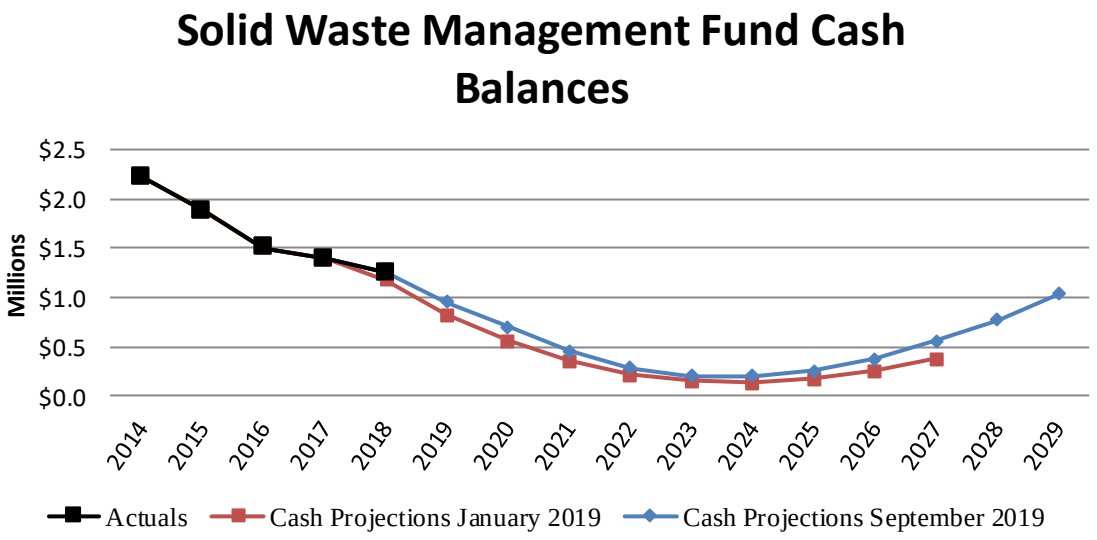
		Proposed Rates (All users) *per month*				
	Current	**$0.35**	**$0.35**	**$0.40**	**$0.40**	**$0.40**
	2019	2020	2021	2022	2023	2024
City Fee	$2.75	$3.10	$3.45	$3.85	$4.25	$4.65
Republic Services Contract	$2.91	$2.98	$3.05	$3.13	$3.21	$3.29

		Change in Rates (All users)				
		2020	2021	2022	2023	2024
City Fee		$0.35	$0.35	$0.40	$0.40	$0.40

Summary

The Solid Waste Management Fund had an estimated cash balance of $1,219,142 as of 12/31/18. The actual cash balance is $1,242,378, a decrease of $145,854 over 12/31/17. However, this is an increase of $23,236 over the previous projection for 2018. The Solid Waste Management program has been subsidized by fund balance throughout the years resulting in depleting cash reserves. Cash balances are anticipated to decrease until 2023 as a result of operations and to maintain cash balances at target reserves. Proposed rates are anticipated to increase $0.40 in 2020 and thereafter.

The following graph shows the trend for the estimated cash balances with comparisons to the previous study (see Appendix C-5). Actuals are shown for 2014-2018.



* This study was adjusted to align with the 10 year CIP, therefore two years were added to this graph.

Cash variances are due to the fluctuation in net revenues and expenses.

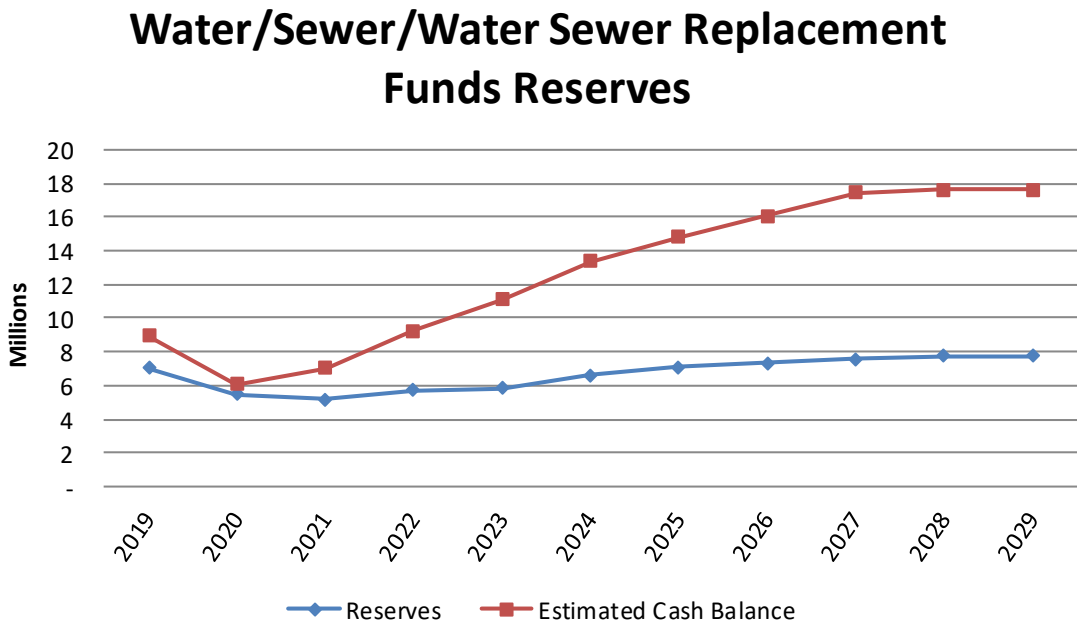
The variances in the projected balances are due to:

- An increase of approximately $60,000 in contractual services in 2019 due to the market for grinding and hauling Yard Waste site materials.
- An addition half day was added for drop off day. This resulted in a net increase in costs of $5,000.

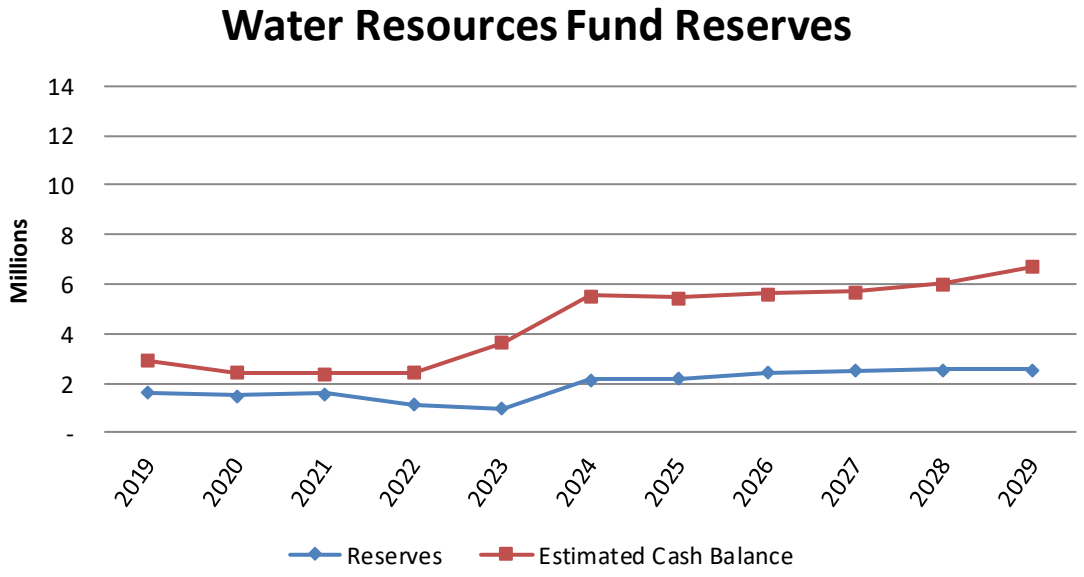
Target Cash Reserves

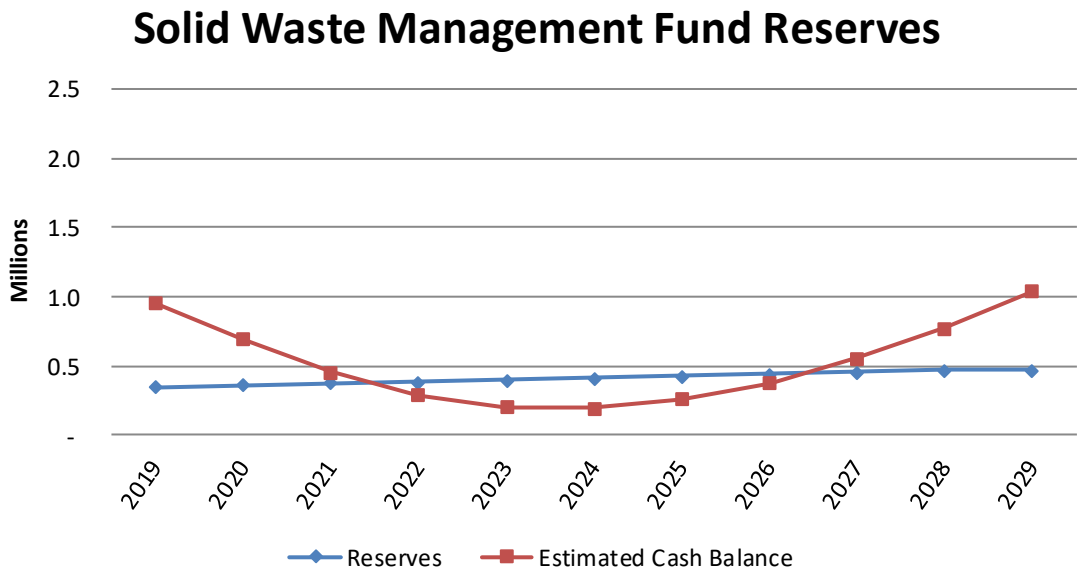
One of the goals of completing a utility study is to identify appropriate cash balances. A reserve is used to accommodate fluctuations in revenue and expense due to weather and unforeseen events and to provide funding in the CIP for replacement needs, and for unexpected repairs. A reserve helps minimize the reliance on debt and allows for a more stable rate structure over time.

The City's target reserve is to have an amount equal to three months of operating expenses (without depreciation), 100% of the following year's debt service, and 50% of the following year's capital costs. The following graphs show the trend for the estimated cash balances compared to suggested target reserves for each of the utility funds reviewed in this study.



Estimated cash balances are greater than target reserves. Capital repair and replacement policies will be reviewed and rates will be analyzed when this process is complete.




Solid Waste Management Fund Reserves
Millions
2.5
2.0
1.5
1.0
0.5
-
2019
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
Reserves
Estimated Cash Balance

Conclusion

The City of Plymouth has managed its utility funds well, and as a result, has been able to fund almost all improvements with cash. The rate study demonstrates that future increases are necessary to support capital needs, maintain positive cash balances, and ensure long-term stability.

The results of this analysis conclude that the recommended rate increases should reduce the need to issue debt. Staff is cautious to increase rates beyond what is recommended as reserves begin to build after five years to support future capital needs. In addition, as the City nears full development, additional reserves may become available from the Utility Trunk Fund.

As the City continues to grow and mature, it becomes more critical to assess infrastructure conditions and capital needs of the water and sewer systems. Staff will evaluate the systems and assess the long-term capital needs that could potentially have a significant impact to utility projections and reserves.

The utility fund balances will be reviewed annually to determine whether the available cash is sufficient to cover upcoming capital and operational expenses, to identify potential shortages early and reevaluate the option to issue new debt. We acknowledge that future trends may vary from assumptions made in this study and therefore recommend regular updates and adjustments as necessary.

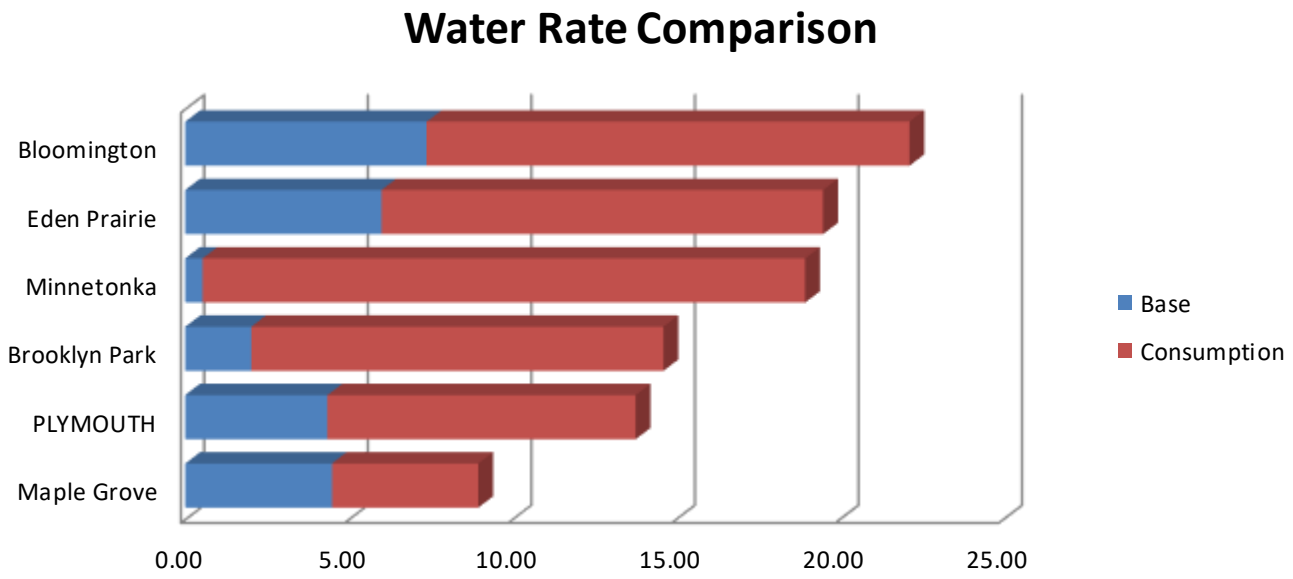
Appendix A	**Comparisons to Other Cities' Rates**
Appendix B	**Historical Consumption Trends**
Appendix C	**Water, Sewer, Water Resources, and Solid Waste Management Utility Projections**
Appendix D	**Target Reserve Projections**
Appendix E	**Capital Improvement Plans for Water, Sewer, and Water Resources**

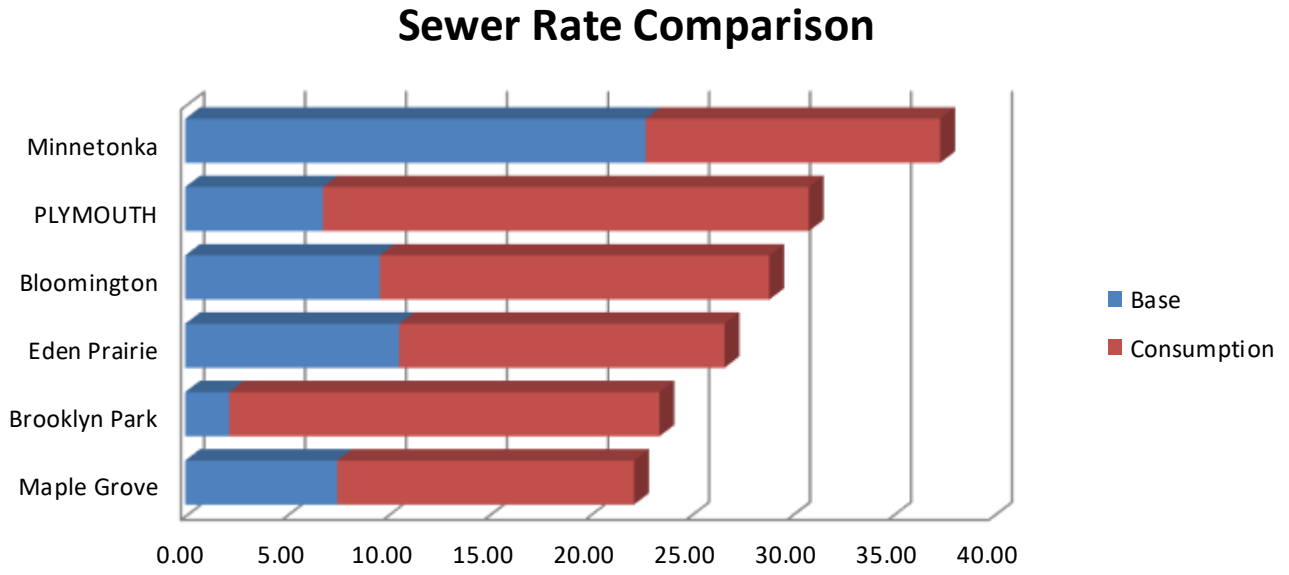
Appendix A Comparisons to Other Cities' Rates

The graphs below compare monthly water sewer charges for a residential customer based on 2019 rates and 6,000 gallons per month.

	Base	Consumption	Base	Consumption	Surface Water	Recycling	Total
Minnetonka	0.53	18.42	22.80	14.58	7.08	4.40	67.81
Plymouth	4.35	9.42	6.82	24.06	6.86	2.85	54.36
Bloomington[1]	7.38	14.76	9.64	19.28	7.66	5.79	64.51
Eden Prairie[1]	6.00	13.50	10.60	16.10	5.03	0.00	51.23
Brooklyn Park	2.02	12.60	2.18	21.30	4.79	3.35	46.24
Maple Grove	4.49	4.47	7.53	14.70	0.00	3.00	34.20

[1] *Minimum usage for water and sewer of 4,000 gallons/quarter.*





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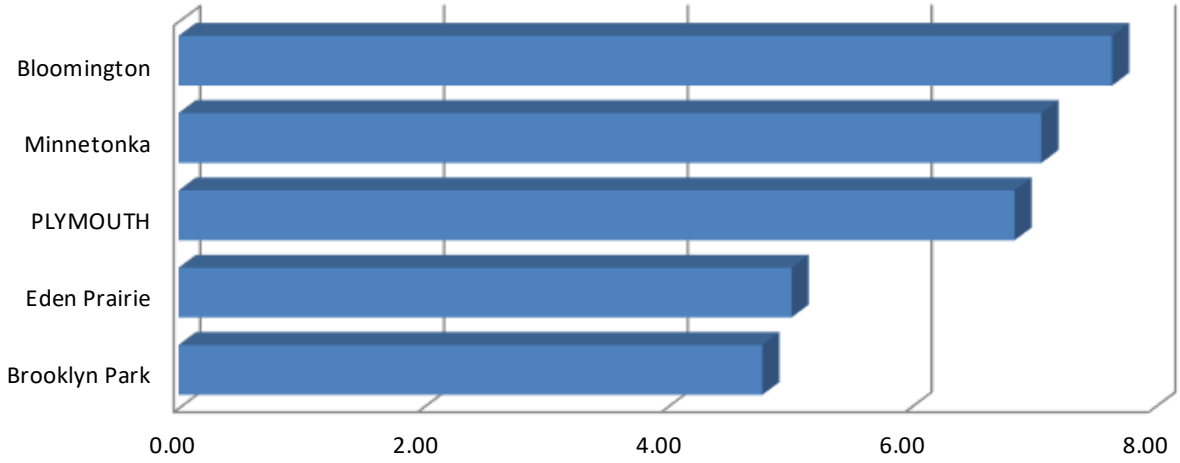
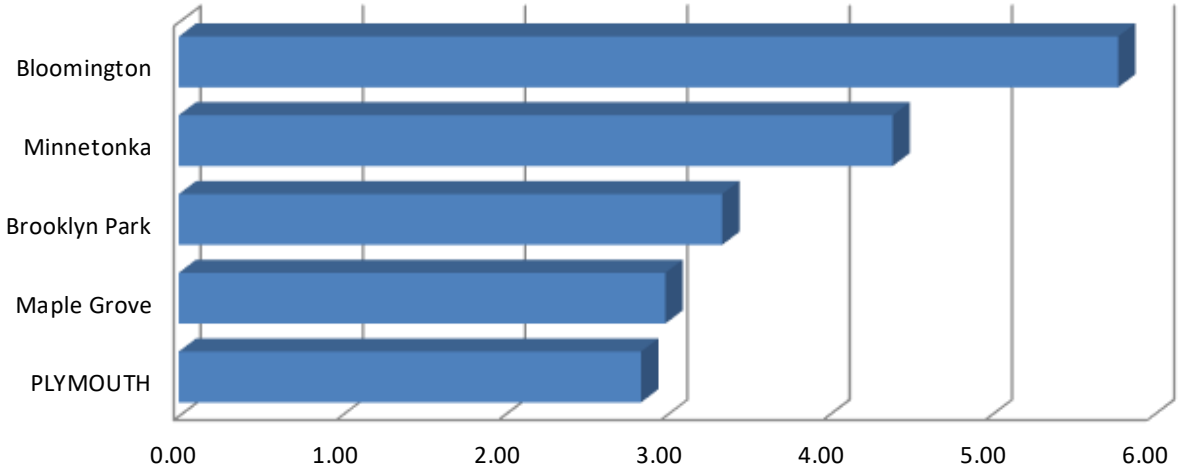
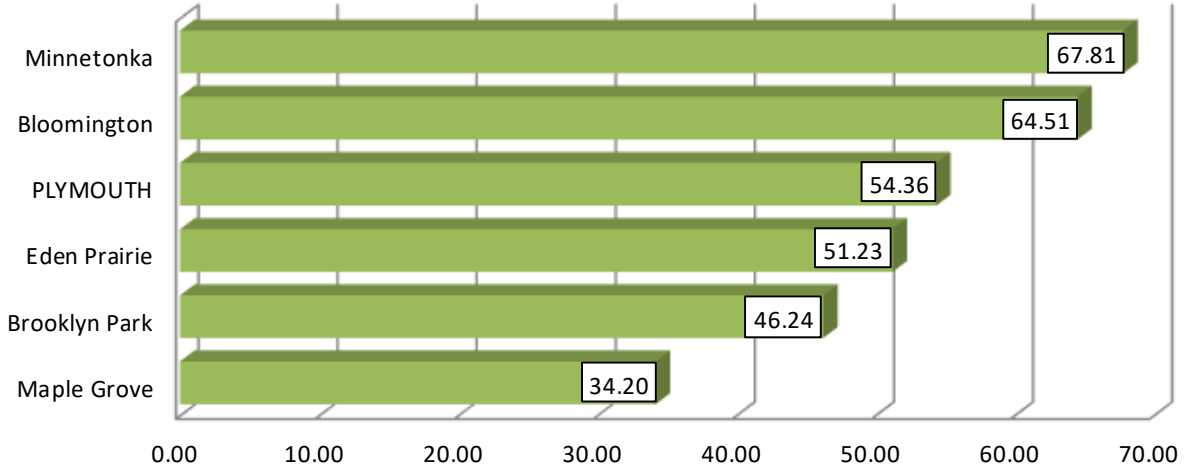
Water Resources Rate Comparison



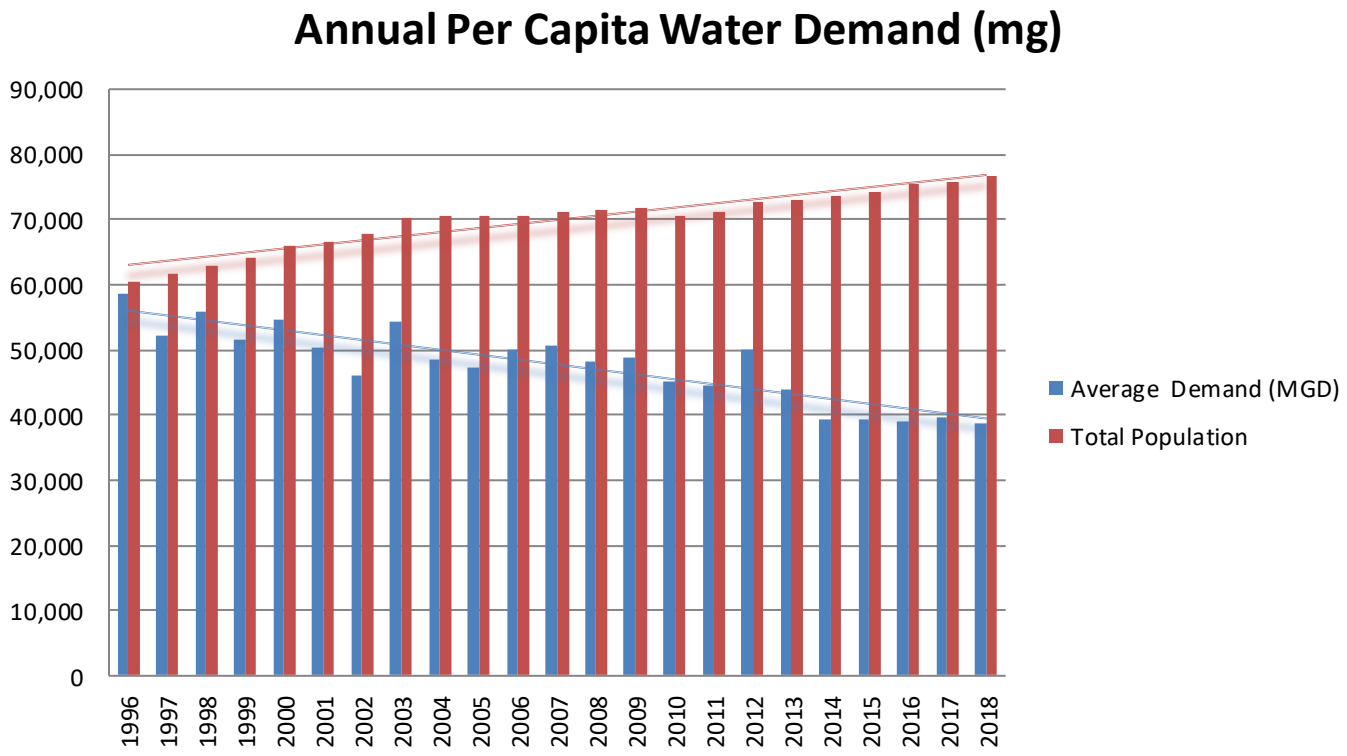
Recycling Rate Comparison



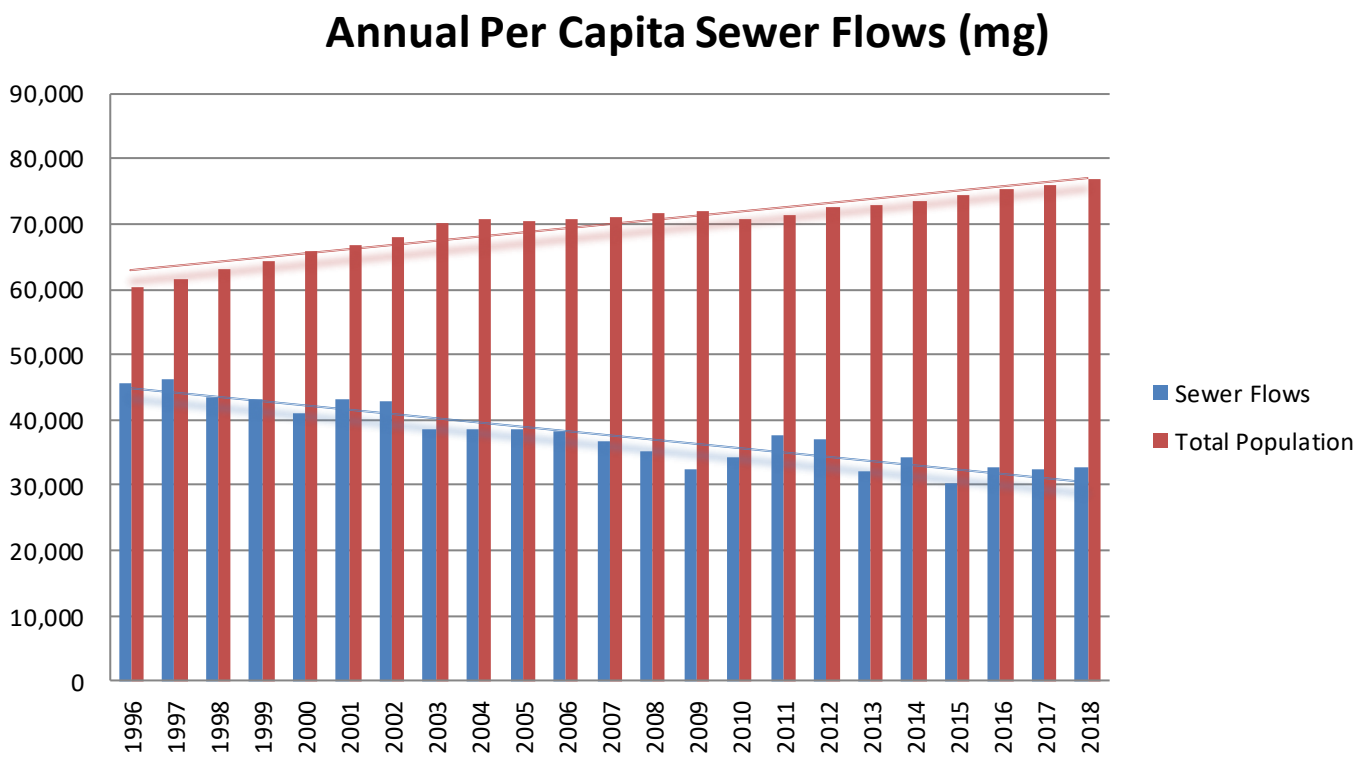
Total Bill Comparison

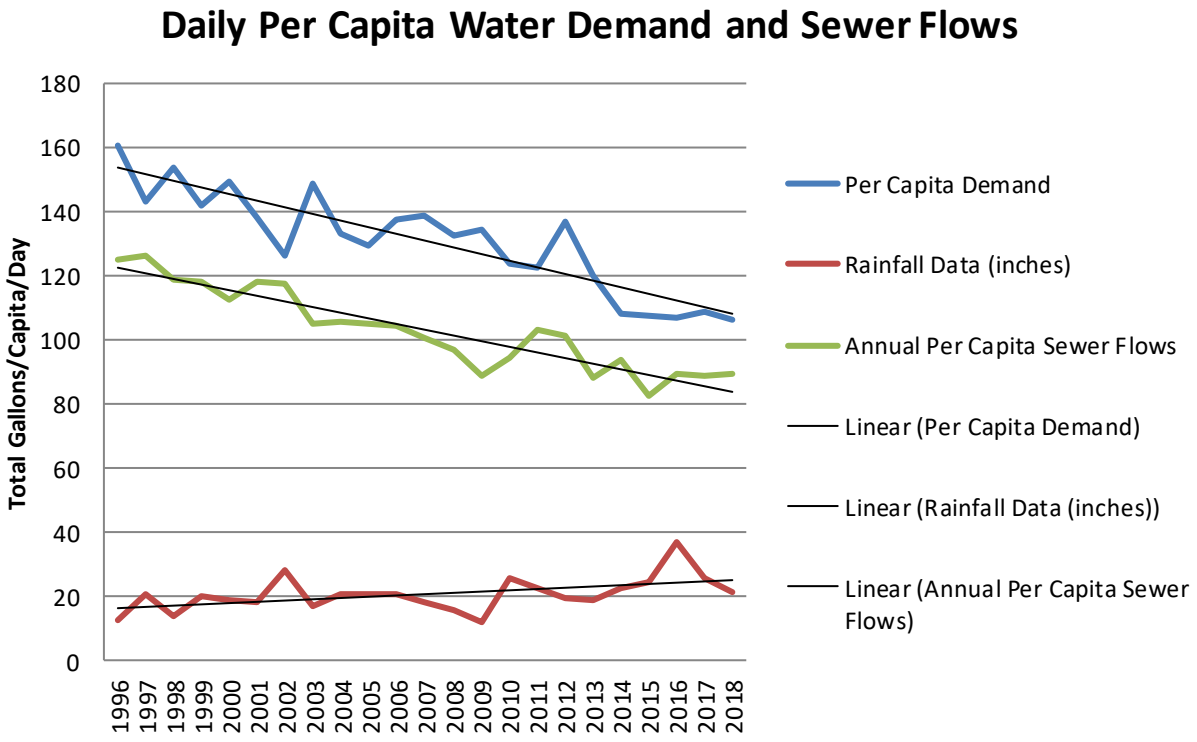


Appendix B Historical Consumption Trends



Water demand is declining at an average rate of approximately 2% per year.




Daily Per Capita Water Demand and Sewer Flows
Total Gallons/Capita/Day
180
160
140
120
100
80
60
40
20
0
1996
1997
1998
1999
2000
2001
2002
2003
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014
2015
2016
2017
2018
Per Capita Demand
Rainfall Data (inches)
Annual Per Capita Sewer Flows
Linear (Per Capita Demand)
Linear (Rainfall Data (inches))
Linear (Annual Per Capita Sewer Flows)

City of Plymouth
Water Fund Performance/Projection

		Actual					Projections										
		2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1	Revenue rate assumption	2.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.50%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
2	Investment income yield			1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
3	Expense rate - personnel			3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4	Expense rate - all other			3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5																	
6	*Operating Revenues*																
7	Water Utility Consumption Charges[1]	3,982,462	4,219,888	4,407,473	4,934,873	5,060,668	5,361,919	5,455,286	5,649,904	5,848,514	6,021,903	6,196,633	6,391,251	6,585,868	6,784,478	6,987,812	7,191,147
8	Water Utility Base Charges[1]	1,090,792	1,019,168	1,067,675	1,120,201	1,177,924	1,199,326	1,267,002	1,312,051	1,357,100	1,396,518	1,438,751	1,480,985	1,526,034	1,571,082	1,618,947	1,666,812
9	Demand Charges	484,921	503,737	528,339	545,275	564,666	572,598	593,129	613,884	635,363	654,424	674,040	694,271	715,110	736,576	758,682	781,436
10	Penalties[2]	45,964	49,638	92,725	107,485	71,965	52,000	77,000	77,000	77,000	77,000	77,000	77,000	77,000	77,000	77,000	77,000
11	Fire Hydrant Inspection	55,160	111,650	56,175	28,158	85,488	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
12	Permits	15,944	21,573	16,660	23,519	20,082	-	-	-	-	-	-	-	-	-	-	-
13	Antennae Charges	128,719	135,256	135,376	137,965	142,365	154,666	142,298	146,775	151,912	156,469	161,164	165,998	170,978	176,108	181,391	186,833
14	Water Meter Sales	145,596	157,566	143,785	170,054	150,381	137,703	140,000	140,000	144,900	149,247	153,724	158,336	163,086	167,979	173,018	178,209
15	Other	16,138	18,570	15,529	14,100	29,515	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500
16	Additional Consumption Charges- new growth[6]	-	-	-	-	-	26,631	55,020	79,812	100,329	121,511	137,530	154,806	172,878	191,800	211,684	232,392
17	Additional Base Charges - new growth[6]	-	-	-	-	-	13,050	27,000	39,144	49,164	59,520	67,452	75,744	84,552	93,744	103,500	113,664
18																	
19	Total Operating Revenues	5,965,696	6,237,046	6,463,737	7,081,630	7,303,054	7,559,393	7,798,235	8,100,069	8,405,782	8,678,092	8,947,794	9,239,891	9,537,007	9,840,268	10,153,534	10,468,991
20																	
21	*Operating Expenses*																
22	Personal Services[4]	1,582,486	1,486,064	1,231,423	1,157,509	1,289,112	1,461,774	1,535,749	1,592,640	1,640,419	1,689,632	1,740,321	1,792,530	1,846,306	1,901,695	1,958,746	2,017,509
23	Materials & Supplies	811,504	1,100,383	789,965	554,303	669,617	698,500	684,000	704,000	725,120	746,874	769,280	792,358	816,129	840,613	865,831	891,806
24	Employee Development & Meetings	5,839	5,223	6,106	7,874	13,031	10,000	10,000	10,000	10,300	10,609	10,927	11,255	11,593	11,941	12,299	12,668
25	Dues & Subscriptions	2,741	3,632	3,717	3,553	5,223	5,000	5,000	5,000	5,150	5,305	5,464	5,628	5,796	5,970	6,149	6,334
26	Contractual Services[7]	1,922,814	2,574,076	2,693,992	1,841,708	1,958,637	2,118,000	2,096,400	2,096,500	2,159,395	2,224,177	2,290,902	2,359,629	2,430,418	2,503,331	2,578,431	2,655,783
27	Equipment	11,828	15,155	12,697	5,601	12,574	12,000	13,000	13,000	13,390	13,792	14,205	14,632	15,071	15,523	15,988	16,468
28	Other Expenses	850	2,464	6,219	10,318	19,062	7,500	15,800	15,800	16,274	16,762	17,265	17,783	18,317	18,866	19,432	20,015
29	Depreciation	3,096,050	3,147,027	2,539,210	2,512,590	2,534,863	2,714,473	2,684,905	2,696,921	2,661,963	2,689,993	2,730,114	2,694,439	2,564,671	2,417,582	2,453,996	2,540,899
30	Allocations[4]	425,159	435,354	746,540	711,722	743,959	768,327	745,676	767,439	790,462	814,176	838,601	863,759	889,672	916,362	943,853	972,169
31																	
32	Total Operating Expenses	7,859,271	8,769,378	8,029,869	6,805,178	7,246,078	7,795,574	7,790,530	7,901,300	8,022,473	8,211,319	8,417,079	8,552,013	8,597,973	8,631,883	8,854,726	9,133,651
33																	
34	*Net Operations*	(1,893,575)	(2,532,332)	(1,566,132)	276,452	56,976	(236,181)	7,705	198,769	383,309	466,774	530,715	687,878	939,034	1,208,385	1,298,809	1,335,340
35																	
36	*Non operating revenues (expenses)*																
37	Interest on Investments	59,778	(1,473)	32,833	41,760	67,523	31,000	44,500	44,500	27,542	28,670	31,993	35,046	39,100	41,144	41,865	42,761
38	Interest on Special Assessments	3,842	3,645	3,742	4,403	1,913	1,320	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400	3,400
39	Intergovernmental	(427)	-	10,000	-	-	-	-	-	-	-	-	-	-	-	-	-
40	Sale of Assets	-	-	-	(18,180)	3,080	-	-	-	-	-	-	-	-	-	-	-
41	Capital contributions[3]	1,609,910	543,219	3,001,434	3,323,134	1,678,486	600,000	850,000	850,000	850,000	850,000	850,000	850,000	850,000	850,000	850,000	850,000
42	Administrative fee	18,707	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
43	Debt Service - Interest	(134,121)	(87,440)	(60,194)	(31,319)	(1,681)	(2,513)	-	-	-	-	-	-	-	-	-	-
44	Transfers In (Out)																
45	Water Sewer Construction	34,930	28,615	5,577,074	193,534	125,037	-	-	-	-	-	-	-	-	-	-	-
46	Water Sewer Replacement	-	4,625,718	(1,678,168)	(549,463)	1,951,595	-	-	-	-	-	-	-	-	-	-	-
47	Central Equipment	(3,000)	(69,519)	(124,222)	-	(131,018)	-	-	-	-	-	-	-	-	-	-	-
48	General[5]	(82,567)	(82,567)	-	-	-	-	-	-	-	-	-	-	-	-	-	-

[1] Historically, base charges have been included as consumption revenue. These charges will be recorded separately in the future to allow for better analysis. The additional revenue expected as a result of the water meter replacement is now factored in the consumption charges as we have one year of data.

[2] Penalties estimated to remain stable.

[3] Capital contributions have no impact on cash flow, therefore are estimated based on average history.

[4] Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

[5] Beginning in 2016, General Fund transfer is incorporated in allocations.

[6] Revenue from new growth displayed in lines 17 and 18 will be shifted to Water Utility revenues as current customer counts are used in subsequent years.

[7] Contractual services expense decreases beginning in 2018 due to adding costs for water main repair to the mill and overlay project costs in the CIP.

City of Plymouth
Water Fund Performance/Projection

		Actual					Projections										
		2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
49	Improvement Project Construction	(708,103)	(229,751)	(530,630)	(527,419)	(851,235)	-	-	-	-	-	-	-	-	-	-	-
50	Information Technology	(10,400)	(10,000)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
51																	
52	Total non operating revenue (expenses)	788,549	4,720,447	6,231,869	2,436,450	2,843,700	629,807	897,900	897,900	880,942	882,070	885,393	888,446	892,500	894,544	895,265	896,161
53																	
54	Net increase (decrease) in resources	(1,105,026)	2,188,115	4,665,737	2,712,902	2,900,676	393,626	905,605	1,096,669	1,264,251	1,348,843	1,416,107	1,576,323	1,831,534	2,102,929	2,194,074	2,231,502
55																	
56	*CIP Funding*																
57	Current Year Capital	(1,079,421)	(970,823)	(899,298)	(680,445)	(2,755,271)	(3,054,117)	(5,405,000)	(2,500,000)	(1,725,000)	(1,825,000)	(2,275,000)	(2,677,396)	(3,237,717)	(3,474,774)	(3,497,403)	(3,544,270)
58	Bond Proceeds																
59	Bond Principal - 2004B/2012A Issue	(950,000)	(920,000)	(935,000)	(965,000)	(990,000)	(1,005,000)				-	-	-	-	-	-	-
60	Total Capital & Related Debt	(2,029,421)	(1,890,823)	(1,834,298)	(1,645,445)	(3,745,271)	(4,059,117)	(5,405,000)	(2,500,000)	(1,725,000)	(1,825,000)	(2,275,000)	(2,677,396)	(3,237,717)	(3,474,774)	(3,497,403)	(3,544,270)
61																	
62	*Cash*																
63	Beginning Cash	Ending Cash	91,036	3,117,354	2,691,728	3,140,112	3,891,288	3,979,270	2,551,780	2,203,370	2,293,584	2,559,420	2,803,641	3,128,007	3,291,495	3,349,232	3,420,899
64	Add net increase (decrease) in resources (56)						393,626	905,605	1,096,669	1,264,251	1,348,843	1,416,107	1,576,323	1,831,534	2,102,929	2,194,074	2,231,502
65	Add back depreciation (28)						2,714,473	2,684,905	2,696,921	2,661,963	2,689,993	2,730,114	2,694,439	2,564,671	2,417,582	2,453,996	2,540,899
66	Less capital contributions (42)						(600,000)	(850,000)	(850,000)	(850,000)	(850,000)	(850,000)	(850,000)	(850,000)	(850,000)	(850,000)	(850,000)
67	Less capital and related debt principal(64)						(4,059,117)	(5,405,000)	(2,500,000)	(1,725,000)	(1,825,000)	(2,275,000)	(2,677,396)	(3,237,717)	(3,474,774)	(3,497,403)	(3,544,270)
68	Ending Cash	91,036	3,117,354	2,691,728	3,140,112	3,891,288	2,340,270	1,314,780	2,995,370	3,554,584	3,657,420	3,580,641	3,547,007	3,436,495	3,487,232	3,649,899	3,799,030
69	Transfer to/from Replacement Fund						1,639,000	1,237,000	(792,000)	(1,261,000)	(1,098,000)	(777,000)	(419,000)	(145,000)	(138,000)	(229,000)	(378,000)
70	Ending Cash	91,036	3,117,354	2,691,728	3,140,112	3,891,288	3,979,270	2,551,780	2,203,370	2,293,584	2,559,420	2,803,641	3,128,007	3,291,495	3,349,232	3,420,899	3,421,030
71																	
72																	
73	*Comparison of net increase (decrease) in resources*																
74	Current Projection						393,626	905,605	1,096,669	1,264,251	1,348,843	1,416,107	1,576,323	1,831,534	2,102,929	2,194,074	2,231,502
75	Previous Projection						395,300	(120,698)	47,019	265,318	407,947	500,379	524,370	534,685	640,280	-	-
76																	
77	Projection Variance						(1,674)	1,026,303	1,049,650	998,933	940,896	915,728	1,051,953	1,296,849	1,462,649	2,194,074	2,231,502
78																	
79	*Comparison of transfer (to) from Water Sewer Replacement fund*																
80	Current Projection						1,639,000	1,237,000	(792,000)	(1,261,000)	(1,098,000)	(777,000)	(419,000)	(145,000)	(138,000)	(229,000)	(378,000)
81	Previous Projection						342,000	(191,000)	(407,000)	(872,000)	(1,635,000)	(739,000)	(1,154,000)	(1,235,000)	(1,152,000)	-	-
82																	
83	Projection Variance						1,297,000	1,428,000	(385,000)	(389,000)	537,000	(38,000)	735,000	1,090,000	1,014,000	(229,000)	(378,000)

City of Plymouth
Sewer Fund Performance/Projection

		Actual					Projections										
		2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1	Revenue rate assumption	2.00%	5.50%	5.00%	5.00%	5.50%	6.00%	5.50%	5.50%	5.50%	5.50%	5.50%	5.50%	5.50%	5.00%	5.00%	5.00%
2	Investment income yield						1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
3	Expense rate - personnel						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4	Expense rate - Met Council[8]						6.20%	2.83%	3.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
5	Expense rate - all other						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
6																	
7	*Operating Revenues*																
8	Sewer Utility Consumption Charges[1]	5,809,796	6,137,693	6,323,722	6,901,893	7,296,522	7,304,215	7,843,285	8,269,752	8,733,303	9,215,396	9,716,032	10,253,751	10,810,012	11,347,732	11,922,535	12,515,881
9	Sewer Utility Base Charges[1]	1,546,985	1,462,616	1,557,471	1,665,536	1,792,916	1,858,846	2,018,131	2,130,250	2,247,974	2,371,304	2,503,043	2,640,388	2,786,142	2,926,290	3,072,044	3,226,207
10	Penalties[2]	65,827	69,784	68,029	82,928	83,586	65,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
11	Permits	16,016	21,353	17,271	21,205	19,287	-	-	-	-	-	-	-	-	-	-	-
12	Other	11,615	25,782	46,723	30,415	19,282	26,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000	24,000
13	Additional Consumption Charges- new growth[7]	-	-	-	-	-	-	126,602	186,880	239,646	297,499	345,028	397,225	453,672	512,872	577,340	646,478
14	Additional Base Charges - new growth[7]	-	-	-	-	-	-	43,200	63,840	81,804	101,520	117,876	135,648	155,064	175,392	197,280	220,992
15																	
16	Total Operating Revenues	7,450,239	7,717,228	8,013,216	8,701,977	9,211,593	9,254,061	10,125,218	10,744,722	11,396,727	12,079,720	12,775,978	13,521,012	14,298,890	15,056,286	15,863,200	16,703,557
17																	
18	*Operating Expenses*																
19	Personal Services[4]	769,819	871,785	716,000	693,736	741,585	852,237	890,202	926,814	954,618	983,257	1,012,755	1,043,137	1,074,431	1,074,431	1,106,664	1,106,664
20	Materials & Supplies	84,298	129,525	115,841	156,275	52,662	130,000	110,500	110,500	113,815	117,229	120,746	124,369	128,100	128,100	131,943	131,943
21	Employee Development & Meetings	5,028	1,892	5,614	4,705	7,220	8,000	8,000	8,000	8,240	8,487	8,742	9,004	9,274	9,274	9,552	9,552
22	Contractual Services[6]	5,497,604	6,107,141	5,971,633	6,085,427	6,248,042	6,912,230	6,848,330	7,044,600	7,390,138	7,752,752	8,133,290	8,532,642	8,951,742	9,391,572	9,853,160	10,337,587
23	Equipment	5,909	5,257	4,657	1,498	3,089	5,000	5,000	5,000	5,150	5,305	5,464	5,628	5,796	5,796	5,970	5,970
24	Other Expenses	4,273	2,387	3,079	7,920	20,366	8,000	23,610	23,610	24,318	25,048	25,799	26,573	27,370	27,370	28,192	28,192
25	Depreciation	1,099,093	1,168,785	1,221,889	1,256,013	1,304,490	1,364,185	1,380,745	1,400,515	1,421,848	1,453,230	1,477,230	1,511,397	1,543,743	1,562,820	1,483,237	1,517,148
26	Allocations[4]	276,714	283,326	699,565	701,923	737,579	759,066	759,636	781,894	805,351	829,511	854,397	880,029	906,429	906,429	933,622	933,622
27																	
28	Total Operating Expenses	7,742,738	8,570,098	8,738,278	8,907,497	9,115,033	10,038,718	10,026,023	10,300,933	10,723,479	11,174,819	11,638,423	12,132,779	12,646,887	13,105,793	13,552,340	14,070,679
29																	
30	*Net Operations*	(292,499)	(852,870)	(725,062)	(205,520)	96,560	(784,657)	99,195	443,789	673,248	904,901	1,137,556	1,388,233	1,652,003	1,950,493	2,310,859	2,632,878
31																	
32	*Non operating revenues (expenses)*																
33	Interest on Investments	53,301	4,960	34,849	46,103	75,078	30,700	55,050	55,050	37,068	42,631	40,763	47,341	49,269	49,269	50,650	52,732
34	Intergovernmental	24,789	21,536	15,315	35,593	25,520	28,644	29,000	29,000	29,870	30,766	31,689	32,640	33,619	33,619	34,628	34,628
35	Capital contributions[3]	1,277,209	403,867	1,853,614	3,021,709	1,905,059	-	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
36	Administrative fee	50,207	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
37	Transfers In (Out)																
38	Water Sewer Construction	-	(1,068)	-	68,916	(546)	-	-	-	-	-	-	-	-	-	-	-
39	Water Sewer Replacement	-	1,969,184	2,718,768	415,444	1,157,036	-	-	-	-	-	-	-	-	-	-	-
40	Water Resources Construction	-	-	-	-	18,460	-	-	-	-	-	-	-	-	-	-	-
41	General[5]	(58,643)	(58,643)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
42	Improvement Project Construction	(216,344)	(132,529)	(141,365)	(305,357)	(328,910)	-	-	-	-	-	-	-	-	-	-	-

[1] Historically, base charges have been included as consumption revenue. These charges will be recorded separately in the future to allow for better analysis. The additional revenue expected as a result of the water meter replacement is now factored in the consumption charges as we have one year of data.

[2] Penalties estimated to remain stable.

[3] Capital contributions have no impact on cash flow, therefore are estimated based on average history.

[4] Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

[5] Beginning in 2016, General Fund transfer is incorporated in allocations.

[6] Beginning in 2015, all expenses related to preventative sewer main repairs will be expensed directly to the Sewer fund instead of a transfer out to the Capital Project fund. The waste water fee is estimated based on notification of a percentage increase. The actual gallons charged at that rate is unknown at the time of departmental budget entry, thus the increase is calculated on the prior year total charge.

[7] Revenue from new growth displayed in lines 13 and 14 will be shifted to Sewer Utility revenues as current customer counts are used in subsequent years.

[8] MetCouncil rate increase in 2019 was higher than normal. 2020 rate increase was confirmed with MetCouncil.

City of Plymouth
Sewer Fund Performance/Projection

		Actual					Projections										
		2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
43	Central Equipment	(1,500)				(62,092)											
44	Information Technology		(10,000)														
45																	
46	Total non operating revenue (expenses)	1,129,019	2,197,307	4,481,181	3,282,408	2,789,605	59,344	1,384,050	1,384,050	1,366,938	1,373,397	1,372,452	1,379,980	1,382,888	1,382,888	1,385,277	1,387,359
47																	
48	Net increase (decrease) in resources	836,520	1,344,437	3,756,119	3,076,888	2,886,165	(725,313)	1,483,245	1,827,839	2,040,187	2,278,298	2,510,008	2,768,214	3,034,891	3,333,381	3,696,137	4,020,237
49																	
50	*Met Council Detail*																
51	MCES Portion of Operating Expenses	5,040,001	5,254,739	5,278,283	5,661,557	5,961,976	6,334,830	6,514,030	6,710,000	7,045,500	7,397,775	7,767,664	8,156,047	8,563,849	8,992,042	9,441,644	9,913,726
52	MCES % of Operating Expenses	65.09%	61.31%	60.40%	63.56%	65.41%	63.10%	64.97%	65.14%	65.70%	66.20%	66.74%	67.22%	67.72%	68.61%	69.67%	70.46%
53																	
54	*CIP Funding*																
55	Current Year Capital	(1,266,589)	(979,761)	(1,480,663)	(1,480,663)	(1,835,861)	(2,152,893)	(1,750,000)	(1,440,000)	(1,280,000)	(1,960,000)	(1,440,000)	(2,263,366)	(2,331,156)	(2,331,156)	(2,400,753)	(2,442,910)
56	Total Capital & Related Debt	(1,266,589)	(979,761)	(1,480,663)	(1,480,663)	(1,835,861)	(2,152,893)	(1,750,000)	(1,440,000)	(1,280,000)	(1,960,000)	(1,440,000)	(2,263,366)	(2,331,156)	(2,331,156)	(2,400,753)	(2,442,910)
57																	
58	*Cash*																
59	Beginning Cash	1,899,468	1,578,784	2,853,505	2,959,241	3,201,984	3,241,134	3,037,113	2,946,103	2,965,457	3,410,491	3,261,019	3,787,257	3,941,502	3,941,502	4,051,980	4,218,546
60	Add net increase (decrease) in resources (45)						(725,313)	1,483,245	1,827,839	2,040,187	2,278,298	2,510,008	2,768,214	3,034,891	3,333,381	3,696,137	4,020,237
61	Add back depreciation (23)						1,364,185	1,380,745	1,400,515	1,421,848	1,453,230	1,477,230	1,511,397	1,543,743	1,562,820	1,483,237	1,517,148
62	Less capital contributions (33)						-	(1,300,000)	(1,300,000)	(1,300,000)	(1,300,000)	(1,300,000)	(1,300,000)	(1,300,000)	(1,300,000)	(1,300,000)	(1,300,000)
63	Less capital and related debt principal (52)						(2,152,893)	(1,750,000)	(1,440,000)	(1,280,000)	(1,960,000)	(1,440,000)	(2,263,366)	(2,331,156)	(2,331,156)	(2,400,753)	(2,442,910)
64	Ending Cash	1,578,784	2,853,505	2,959,241	3,201,984	3,241,134	1,727,113	2,851,103	3,434,457	3,847,491	3,882,019	4,508,257	4,503,502	4,888,980	5,206,546	5,530,600	6,013,022
65	Transfer to/from Replacement Fund						1,310,000	95,000	(469,000)	(437,000)	(621,000)	(721,000)	(562,000)	(837,000)	(988,000)	(1,170,000)	(1,653,000)
66	Ending Cash	1,578,784	2,853,505	2,959,241	3,201,984	3,241,134	3,037,113	2,946,103	2,965,457	3,410,491	3,261,019	3,787,257	3,941,502	4,051,980	4,218,546	4,360,600	4,360,022
67																	
68																	
69	*Comparison of net increase (decrease) in resources*																
70	Current Projection					2,886,165	(725,313)	1,483,245	1,827,839	2,040,187	2,278,298	2,510,008	2,768,214	3,034,891	3,333,381	3,696,137	4,020,237
71	Previous Projection					(448,936)	(705,733)	(252,037)	(22,227)	183,184	404,785	577,042	754,865	971,082	1,159,763	-	-
72																	
73	Projection Variance					3,335,101	(19,580)	1,735,282	1,850,066	1,857,003	1,873,513	1,932,966	2,013,349	2,063,809	2,173,618	3,696,137	4,020,237
74																	
75	*Comparison of transfer (to) from Water Sewer Replacement fund*																
76	Current Projection					1,157,036	1,310,000	95,000	(469,000)	(437,000)	(621,000)	(721,000)	(562,000)	(837,000)	(988,000)	(1,170,000)	(1,653,000)
77	Previous Projection					1,630,000	1,049,000	320,000	759,000	250,000	368,000	227,000	28,000	(51,000)	(341,000)	-	-
78																	
79	Projection Variance					(472,964)	261,000	(225,000)	(1,228,000)	(687,000)	(989,000)	(948,000)	(590,000)	(786,000)	(647,000)	(1,170,000)	(1,653,000)

City of Plymouth
Utility Funds Combined Cash
Water, Sewer and Water Sewer Replacement Funds

		Actual					Projections									
	CASH	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1	Ending Cash Balances																
2	Water						3,979,270	2,551,780	2,203,370	2,293,584	2,559,420	2,803,641	3,128,007	3,291,495	3,349,232	3,420,899	3,421,030
3	Sewer						3,037,113	2,946,103	2,965,457	3,410,491	3,261,019	3,787,257	3,941,502	4,051,980	4,218,546	4,360,600	4,360,022
4	Water Sewer Replacement						1,916,683	584,683	1,845,683	3,543,683	5,262,683	6,760,683	7,741,683	8,723,683	9,849,683	9,849,683	9,849,683
5																	
6	Total Ending Cash[1]	13,007,778	16,932,570	10,379,035	11,207,779	8,964,874	8,933,066	6,082,566	7,014,510	9,247,758	11,083,122	13,351,581	14,811,192	16,067,158	17,417,462	17,631,182	17,630,735
7																	
8	Previous Projection	13,007,778	16,932,570	10,379,035	11,207,779	8,472,942	8,388,158	7,433,269	7,681,699	9,984,921	11,228,373	12,586,111	14,356,876	15,643,408	15,741,656		
9																	
10	Projection Variance[2]	-	-	-	-	491,932	544,908	(1,350,703)	(667,189)	(737,163)	(145,251)	765,470	454,316	423,750	1,675,806		

[1] Cash decrease in 2016 due to water meter replacement project. Additional cash flucations due to capital projects.

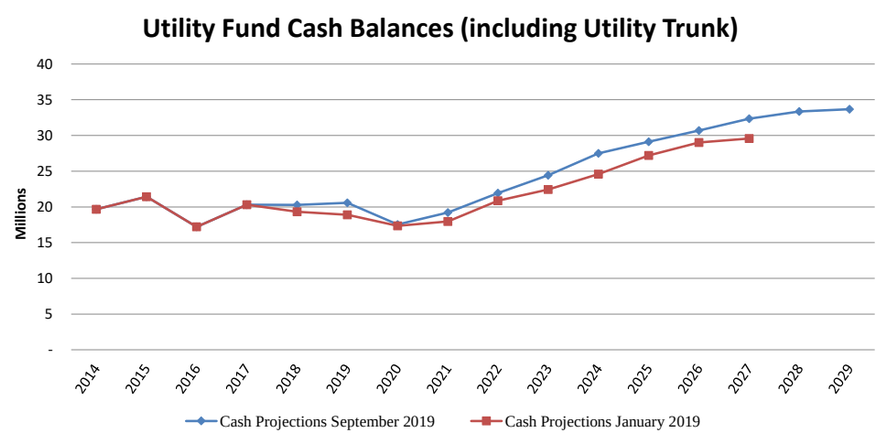
[2] Estimated cash balances are less than the previous projection beginning in 2020. This is due to the fluctuation in capital project as identified in the Water and Sewer sections.

Water, Sewer, Water Sewer Replacement, and Utility Trunk Funds

		Actual					Projections									
	CASH	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1	Ending Cash Balances																
2	Utility Funds	13,007,778	16,932,570	10,379,035	11,207,779	8,964,874	8,933,066	6,082,566	7,014,510	9,247,758	11,083,122	13,351,581	14,811,192	16,067,158	17,417,462	17,631,182	17,630,735
3	Utility Trunk[3]	6,646,482	4,485,520	6,827,634	9,087,645	11,307,923	11,632,961	11,463,887	12,198,160	12,681,505	13,360,757	14,145,020	14,320,480	14,627,693	14,919,564	15,741,778	16,045,748
4																	
5	Total Ending Cash	19,654,260	21,418,090	17,206,669	20,295,424	20,272,797	20,566,027	17,546,453	19,212,670	21,929,263	24,443,879	27,496,601	29,131,672	30,694,851	32,337,026	33,372,960	33,676,483
6																	
7	Previous Projection																
8	Utility Funds	13,007,778	16,932,570	10,379,035	11,207,779	8,472,942	8,388,158	7,433,269	7,681,699	9,984,921	11,228,373	12,586,111	14,356,876	15,643,408	15,741,656		
9	Utility Trunk	6,646,482	4,485,520	6,827,634	9,087,645	10,844,116	10,503,357	9,923,813	10,274,483	10,886,725	11,197,223	11,997,071	12,845,427	13,372,027	13,835,098		
10																	
11	Total Previous Projection	19,654,260	21,418,090	17,206,669	20,295,424	19,317,058	18,891,515	17,357,082	17,956,182	20,871,646	22,425,596	24,583,182	27,202,303	29,015,435	29,576,754		
12																	
13	Projection Variance[4]	-	-	-	-	955,739	1,674,512	189,371	1,256,488	1,057,617	2,018,283	2,913,419	1,929,369	1,679,416	2,760,272		

[3] Utility Trunk cash increase in 2015 is due to higher than anticipated collections of Area and REC charges. Remaining cash variances are due to shifting or changing special assessments for street projects.

[4] Estimated cash balances are less than the previous projection beginning in 2019. This is due to the fluctuation in capital project as identified in the Water and Sewer sections.



City of Plymouth
Water Resources Fund Performance/Projection

		Actual					Projections										
		2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1	Revenue rate assumption	0.0%	6.0%	6.0%	6.0%	6.0%	6.0%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%
2	Investment income yield						1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
3	Expense rate - personnel						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4	Expense rate - all other						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
5																	
6	*Operating Revenues*																
7	Water Resources Utility Charges	2,595,848	2,761,797	2,980,383	3,188,179	3,448,042	3,482,977	3,775,359	4,038,521	4,321,142	4,624,055	4,947,738	5,293,259	5,663,760	6,060,072	6,483,031	6,936,367
8	Penalties[1]	19,199	22,650	24,892	31,059	28,409	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
9	Other	20,037	31,304	40,080	16,345	37,328	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000	23,000
10	Additional Revenue - new growth[6]	-	-	-	-	-	-	44,040	65,940	85,680	107,880	126,984	148,176	171,756	197,904	226,800	258,816
11																	
12	Total Operating Revenues	2,635,084	2,815,751	3,045,355	3,235,583	3,513,779	3,535,977	3,872,399	4,157,461	4,459,822	4,784,935	5,127,722	5,494,435	5,888,516	6,310,976	6,762,831	7,248,183
13																	
14	*Operating Expenses*																
15	Personal Services[2, 7]	655,971	624,499	713,549	729,123	701,758	909,252	962,226	1,003,892	1,034,009	1,065,029	1,096,980	1,129,889	1,163,786	1,198,700	1,234,661	1,271,700
16	Materials & Supplies	127,060	118,808	172,057	64,079	133,518	191,250	166,250	168,750	173,813	179,027	184,398	189,930	195,628	201,496	207,541	213,767
17	Employee Development & Meetings	1,731	832	2,526	1,122	2,512	2,200	3,700	3,700	3,811	3,925	4,043	4,164	4,289	4,418	4,551	4,687
18	Dues & Subscriptions	294,762	303,946	278,894	300,943	312,906	330,000	330,000	330,000	339,900	350,097	360,600	371,418	382,560	394,037	405,858	418,034
19	Contractual Services[4]	380,517	948,352	664,254	366,394	544,348	100,000	512,100	513,000	528,390	544,242	560,569	577,386	594,708	612,549	630,925	649,853
20	Equipment	10,345	9,851	6,366	11,266	14,619	15,000	15,000	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002
21	Other Expenses	13,350	176,191	1,264	3,050	8,182	4,100	7,900	7,900	8,137	8,381	8,633	8,892	9,158	9,433	9,716	10,007
22	Depreciation	294,322	351,671	396,259	481,429	614,024	752,078	808,750	867,684	931,274	965,074	968,721	1,056,554	1,143,887	1,242,054	1,342,220	1,443,099
23	Allocations[2]	240,721	247,484	346,322	355,170	378,144	390,013	384,503	395,787	407,661	419,890	432,487	445,462	458,826	472,590	486,768	501,371
24																	
25	Total Operating Expenses	2,018,779	2,781,634	2,581,491	2,312,576	2,710,011	2,693,893	3,190,429	3,305,713	3,442,444	3,551,579	3,632,821	3,800,577	3,970,231	4,153,188	4,340,688	4,531,521
26																	
27	*Net Operations*	616,305	34,117	463,864	923,007	803,768	842,084	681,970	851,748	1,017,378	1,233,356	1,494,901	1,693,858	1,918,285	2,157,788	2,422,142	2,716,662
28																	
29	*Non operating revenues (expenses)*																
30	Interest on Investments	110,859	44,939	25,119	45,706	79,343	21,000	51,650	51,650	30,080	30,465	45,751	69,180	68,060	70,306	71,397	75,333
31	Intergovernmental	4,317	4,500	264,026	6,500	-	-	-	-	-	-	-	-	-	-	-	-
32	Capital contributions[5]	1,201,598	660,498	2,248,049	3,929,636	1,801,816	700,000	2,000,000	1,600,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000
33	Administrative fee	46,932	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
34	Transfers In (Out)																
35	Water Resources Construction	(800)	-	214,913	(54,791)	478,474	-	-	-	-	-	-	-	-	-	-	-
36	Transit		-	(18,330)	(56,700)		-	-	-	-	-	-	-	-	-	-	-
37	Central Equipment	(53,052)	(23,862)	-	-	(68,262)	-	-	-	-	-	-	-	-	-	-	-
38	General[3]	(17,388)	(17,388)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
39	Improvement Project Construction	(291,488)	(155,222)	(204,690)	(55,753)	(1,178,008)	-	-	-	-	-	-	-	-	-	-	-
40	Information Technology	(13,225)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
41																	
42	Total non operating revenue (expenses)	987,753	513,465	2,529,087	3,814,598	1,113,363	721,000	2,051,650	1,651,650	730,080	730,465	745,751	769,180	768,060	770,306	771,397	775,333
43																	
44	Net increase (decrease) in resources	1,604,058	547,582	2,992,951	4,737,605	1,917,131	1,563,084	2,733,620	2,503,398	1,747,459	1,963,821	2,240,652	2,463,039	2,686,345	2,928,094	3,193,539	3,491,995

[1] Penalties estimated to remain stable.

[2] Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

[3] Beginning in 2016, General Fund transfer is incorporated in allocations.

[4] Beginning in 2015, all expenses related to preventative storm sewer repairs will be expenses directly to the Water Resources Fund instead of the Capital Project Fund.

[5] Capital contributions have no impact on cash flow, therefore are estimated based on average history.

[6] Revenue from new growth displayed in line 7 will be shifted to Water Resources Utility revenues as current customer counts are used in subsequent years.

[7] Added a Senior Engineering Technician and a portion of a Utilities Maintenance Worker, removed a portion of the Water Resources Manager from personal services beginning in 2019.

City of Plymouth
Water Resources Fund Performance/Projection

	Actual					Projections										
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
45 *CIP Funding*																
46 Current Year Capital	(665,000)	(1,323,486)	(652,338)	(558,919)	(2,364,692)	(1,295,223)	(2,040,000)	(1,794,000)	(1,948,000)	(1,006,000)	(635,000)	(2,909,253)	(2,950,546)	(3,382,879)	(3,520,836)	(3,573,561)
47 Total Capital & Related Debt	(665,000)	(1,323,486)	(652,338)	(558,919)	(2,364,692)	(1,295,223)	(2,040,000)	(1,794,000)	(1,948,000)	(1,006,000)	(635,000)	(2,909,253)	(2,950,546)	(3,382,879)	(3,520,836)	(3,573,561)
48																
49 *Cash*																
50 Beginning Cash	3,434,353	3,174,289	2,713,799	2,642,736	3,476,493	2,607,042	2,926,981	2,429,351	2,406,434	2,437,166	3,660,061	5,534,434	5,444,774	5,624,460	5,711,728	6,026,651
51 Add net increase (decrease) in resources (47)						1,563,084	2,733,620	2,503,398	1,747,459	1,963,821	2,240,652	2,463,039	2,686,345	2,928,094	3,193,539	3,491,995
52 Add back depreciation (22)						752,078	808,750	867,684	931,274	965,074	968,721	1,056,554	1,143,887	1,242,054	1,342,220	1,443,099
53 Less capital contributions (32)						(700,000)	(2,000,000)	(1,600,000)	(700,000)	(700,000)	(700,000)	(700,000)	(700,000)	(700,000)	(700,000)	(700,000)
54 Less capital and related debt principal(50)						(1,295,223)	(2,040,000)	(1,794,000)	(1,948,000)	(1,006,000)	(635,000)	(2,909,253)	(2,950,546)	(3,382,879)	(3,520,836)	(3,573,561)
55 Ending Cash	3,174,289	2,713,799	2,642,736	3,476,493	2,607,042	2,926,981	2,429,351	2,406,434	2,437,166	3,660,061	5,534,434	5,444,774	5,624,460	5,711,728	6,026,651	6,688,184

City of Plymouth
Solid Waste Management Fund Performance/Projection

		Actual					Projections										
		2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1	Revenue flat rate assumption	-	0.25	0.25	0.25	0.25	0.25	0.35	0.35	0.40	0.40	0.40	0.35	0.35	0.35	0.30	0.30
2	Investment income yield						1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
3	Expense rate - personnel						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
4	Expense rate - all other						3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.50%	3.50%	3.50%	3.50%	3.50%
5																	
6	*Operating Revenues*																
7	Solid Waste Utility Charges	423,718	496,541	573,564	652,981	737,135	811,998	923,788	1,028,086	1,147,285	1,266,483	1,385,681	1,489,980	1,594,279	1,698,577	1,787,976	1,877,375
8	Penalties[1]	4,815	5,405	5,662	7,274	6,788	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500	4,500
9	Licenses - Garbage Hauler	-	4,975	-	4,771	4,856	4,975	4,975	4,975	4,975	4,975	4,975	4,975	4,975	4,975	4,975	4,975
10	Other[3]	69,986	12,285	16,881	101,458	12,670	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
11	Additional Revenue - new growth[6]	-	-	-	-	-	-	18,600	28,980	39,270	51,000	61,380	72,000	83,460	95,760	108,000	120,960
12																	
13	Total Operating Revenues	498,519	519,206	596,107	766,484	761,449	836,473	966,863	1,081,541	1,211,030	1,341,958	1,471,536	1,586,455	1,702,214	1,818,812	1,920,451	2,022,810
14																	
15	*Operating Expenses*																
16	Personal Services[4,7]	100,194	183,796	148,891	122,859	87,154	171,469	173,848	212,894	219,281	225,859	232,635	239,614	246,802	254,207	261,833	269,688
17	Materials & Supplies	9,999	4,425	2,263	9,354	1,809	5,550	5,550	7,050	7,262	7,479	7,704	7,973	8,252	8,541	8,797	9,061
18	Employee Development & Meetings	392	399	25	25	37	450	450	450	464	477	492	509	527	545	562	578
19	Dues & Subscriptions	450	562	10	10	300	400	400	400	412	424	437	452	468	485	502	519
20	Contractual Services[2]	797,953	855,220	848,410	881,901	928,896	1,031,600	1,122,300	1,158,900	1,193,667	1,229,477	1,266,361	1,310,684	1,356,558	1,404,037	1,453,179	1,504,040
21	Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
22	Other Expenses	1,447	1,919	1,932	2,637	3,996	3,000	4,500	4,500	4,635	4,774	4,917	5,089	5,268	5,452	5,643	5,840
23	Depreciation	2,438	3,289	4,821	4,893	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683
24	Allocations[4]	8,558	8,747	68,086	65,577	67,158	69,151	69,082	71,146	73,280	75,479	77,743	80,464	83,280	86,195	89,212	92,334
25																	
26	Total Operating Expenses	921,431	1,058,357	1,074,438	1,087,256	1,095,033	1,287,303	1,381,813	1,461,023	1,504,683	1,549,653	1,595,972	1,650,469	1,706,839	1,765,145	1,825,410	1,887,744
27																	
28	*Net Operations*	(422,912)	(539,151)	(478,331)	(320,772)	(333,584)	(450,830)	(414,950)	(379,482)	(293,654)	(207,695)	(124,436)	(64,014)	(4,625)	53,667	95,041	135,065
29																	
30	*Non operating revenues (expenses)*																
31	Interest on Investments	75,306	30,901	18,006	22,384	24,811	20,300	20,050	20,050	5,696	3,588	2,527	2,494	3,217	4,690	6,911	9,676
32	Intergovernmental	197,233	226,782	222,251	205,779	178,141	135,837	131,674	113,602	113,602	113,602	113,602	113,602	113,602	113,602	113,602	113,602
33	Capital contributions	-	54,886	-	-	-	-	-	-	-	-	-	-	-	-	-	-
34	Transfers In (Out)																
35	General[5]	(17,929)	(17,929)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
36	General Capital Projects		(60,016)	-	-	-	-	-	-	-	-	-	-	-	-	-	-
37																	
38	Total non operating revenue (expenses)	254,610	234,624	240,257	228,163	202,952	156,137	151,724	133,652	119,298	117,190	116,129	116,096	116,819	118,292	120,513	123,278
39																	
40	Net increase (decrease) in resources	(168,302)	(304,527)	(238,074)	(92,609)	(130,632)	(294,693)	(263,226)	(245,830)	(174,356)	(90,506)	(8,307)	52,082	112,193	171,959	215,554	258,343
41																	
42	*Cash*																
43	Beginning Cash	2,397,737	2,220,051	1,877,841	1,503,770	1,388,232	1,242,378	953,368	695,825	455,678	287,005	202,183	199,559	257,324	375,201	552,843	774,079
44	Add net increase (decrease) in resources (40)						(294,693)	(263,226)	(245,830)	(174,356)	(90,506)	(8,307)	52,082	112,193	171,959	215,554	258,343
45	Add back depreciation (22)						5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683	5,683
46	Ending Cash	2,220,051	1,877,841	1,503,770	1,388,232	1,242,378	953,368	695,825	455,678	287,005	202,183	199,559	257,324	375,201	552,843	774,079	1,038,106

[1] Penalties estimated to remain stable.

[2] A new contract is being negotiated with Republic Services. The cost per household is not available for 2019 and beyond, therefore the contractual services is estimated.

[3] The market for recyclables has declined beginning in 2015, therefore revenue sharing is conservatively eliminated.

[4] Allocations increase in 2016 due to a change in methodology. Administrative support personal services costs are now recorded as an allocation instead of direct costs to the department.

[5] Beginning in 2016, General Fund transfer is incorporated in allocations.

[6] Revenue from new growth displayed in line 7 will be shifted to Solid Waste Utility revenues as current customer counts are used in subsequent years.

[7] Water Resources Manager is overseeing the Solid Waste program. 25% of personal services are budgeted here beginning in 2019.

City of Plymouth
Reserves

	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
1 **Water**											
2 Ending Cash Balance	3,979,270	2,551,780	2,203,370	2,293,584	2,559,420	2,803,641	3,128,007	3,291,495	3,349,232	3,420,899	3,421,030
3 Target Reserves	3,978,906	2,551,095	2,202,628	2,292,831	2,559,241	2,803,092	3,127,184	3,290,962	3,348,884	3,420,323	3,420,323
4 Excess (Shortfall)	364	685	742	752	179	550	824	533	348	576	707
5											
6 **Sewer**											
7 Ending Cash Balance	3,037,113	2,946,103	2,965,457	3,410,491	3,261,019	3,787,257	3,941,502	4,051,980	4,218,546	4,360,600	4,360,022
8 Target Reserves	3,036,320	2,945,105	2,965,408	3,410,397	3,260,298	3,787,028	3,941,364	4,051,321	4,217,652	4,359,838	4,359,838
9 Excess (Shortfall)	794	999	49	94	721	229	138	658	894	763	184
10											
11 **Water Sewer Replacement**											
12 Ending Cash Balance	1,916,683	584,683	1,845,683	3,543,683	5,262,683	6,760,683	7,741,683	8,723,683	9,849,683	9,849,683	9,849,683
13											
14 Total Ending Cash Balance[1]	8,933,066	6,082,566	7,014,510	9,247,758	11,083,122	13,351,581	14,811,192	16,067,158	17,417,462	17,631,182	17,630,735
15											
16											
17 **Water Resources**											
18 Ending Cash Balance[2]	2,926,981	2,429,351	2,406,434	2,437,166	3,660,061	5,534,434	5,444,774	5,624,460	5,711,728	6,026,651	6,688,184
19 Target Reserves	1,615,420	1,506,507	1,601,792	1,149,626	983,525	2,140,632	2,181,859	2,419,223	2,510,035	2,558,886	2,558,886
20 Excess (Shortfall)	1,311,561	922,844	804,641	1,287,540	2,676,536	3,393,802	3,262,915	3,205,237	3,201,693	3,467,765	4,129,298
21											
22											
23 **Solid Waste Management**											
24 Ending Cash Balance	953,368	695,825	455,678	287,005	202,183	199,559	257,324	375,201	552,843	774,079	1,038,106
25 Target Reserves	344,033	363,835	374,750	385,993	397,572	411,197	425,289	439,866	454,932	470,515	470,515
26 Excess (Shortfall)	609,336	331,990	80,928	(98,987)	(195,390)	(211,638)	(167,965)	(64,665)	97,911	303,564	567,590

[1] As the water and sewer systems continue to age, it is critical to assess infrastructure conditions and capital needs. Target reserves are being maintained at a higher level as staff is proposing to hire an outside firm to evaluate the systems and long-term capital needs. Cash projections and target reserves will be evaluated and adjusted to match the evaluation results.

[2] Ending cash balance includes estimated external funding for projects noted in Appendix E-3. Reimbursement is uncertain at this time.

City of Plymouth
Water Utility
Capital Improvement Plan

Inflation Rate	2.00%

PROJECT DESCRIPTION	PROJECT #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Funding Provided by Water Fund												
Refurbish Central Water Tower	WA-19-0001	1,400,000										
Xenium Lane Water Main Rehabilitation	WA-20-0001		2,000,000									
Annual Well Refurbishing[2]	WA-XX-9001	280,000	280,000	300,000	300,000	300,000	300,000	300,000	325,000	325,000	325,000	325,000
Annual Treatment Plant Refurbishing	WA-XX-9003	125,000	125,000	125,000	125,000	125,000	175,000	175,000	175,000	175,000	175,000	225,000
Water Storage Facility Improvements	WA-XX-9004								125,000	75,000		
Brockton Lane Reconstruction	ST-19-0005	26,028										
Juneau Lane from Hampton Hills to 59th Ave	ST-20-0001										310,000	
County Road 9 at TH 169 Bridge Replacement	ST-20-0002						300,000					
Ridgemount Ave Rehabilitation	ST-21-0002			500,000								
Annual Street Reconstruction[1, 2]	ST-XX-9001	552,000	2,200,000	1,100,000	1,100,000	1,100,000	1,200,000	1,200,000	1,500,000	1,700,000	1,400,000	1,700,000
Annual Mill & Overlay[2]	ST-XX-9002	556,089	600,000	400,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Annual Full Depth Reclamation (FDR)[2]	ST-XX-9005		200,000	75,000	100,000	100,000	100,000	150,000	150,000	150,000	175,000	175,000
Camera System Upgrades	IT-17-0008	115,000										
Future Project Contingency								400,000	400,000	400,000	400,000	400,000
	Total Water Fund	3,054,117	5,405,000	2,500,000	1,725,000	1,825,000	2,275,000	2,425,000	2,875,000	3,025,000	2,985,000	3,025,000
							Inflated Total	2,677,396	3,237,717	3,474,774	3,497,403	3,544,270

Note: A 2% inflation factor is included on placeholder projects, based on the American City and County Magazine's published Construction Cost Index.

[1]A history of watermain issues is known in the 2019 and 2020 street reconstruction areas. There is no history of issues in the 2021-2023 areas.

[2]Project area is adjusted to be within CIP based on bid estimates.

City of Plymouth
Sanitary Sewer Utility
Capital Improvement Plan

Inflation Rate	2.00%

PROJECT DESCRIPTION	PROJECT #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Funding Provided by Sewer Fund												
Autumn Hills Lift Station	SS-16-0001				100,000	500,000						
Refurbish Bass Lake Plaza Lift Station	SS-18-0001	700,000										
Ferndale North Lift Station Generator	SS-19-0001	45,000										
Kingswood Farms Lift Station Generator	SS-19-0002	45,000										
Mission Farm Lift Station Generator	SS-19-0003	75,000										
Mission Farm Lift Station Bypass	SS-20-0001		350,000									
Lancaster Lift Station Pump Replacement	SS-21-0001			150,000								
Bass Lake Lift Station Pump Replacement	SS-23-0001					250,000						
Line Sanitary Sewer Main - annual[2]	SS-XX-9001	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000
Future Lift Station Improvements	SS-XX-9003						150,000	250,000	250,000	250,000	250,000	250,000
Juneau Lane from Hampton Hills to 59th Ave	ST-20-0001										10,000	
County Road 9 at TH 169 Bridge Replacements	ST-20-0002						100,000					
Annual Street Reconstruction[1, 2]	ST-XX-9001	10,000	100,000	50,000	50,000	50,000	60,000	60,000	80,000	100,000	75,000	100,000
Annual Mill & Overlay[1, 2]	ST-XX-9002	277,893	250,000	190,000	80,000	110,000	80,000	80,000	80,000	80,000	90,000	90,000
Annual Full Depth Reclamation (FDR)[1, 2]	ST-XX-9005		50,000	50,000	50,000	50,000	50,000	60,000	60,000	60,000	60,000	60,000
Future Project Contingency								500,000	500,000	500,000	500,000	500,000
	Total Sewer Fund	2,152,893	1,750,000	1,440,000	1,280,000	1,960,000	1,440,000	2,050,000	2,070,000	2,090,000	2,085,000	2,100,000
							Inflated Total	2,263,366	2,331,156	2,400,753	2,442,910	2,460,485

Note: A 2% inflation factor is included on placeholder projects, based on the American City and County Magazine's published Construction Cost Index.
[1]Project cost is dependent of the size of the project area.
[2]Project area is adjusted to be within CIP based on bid estimates.

City of Plymouth
Water Resources
Capital Improvement Plan

Inflation Rate	2.00%

PROJECT DESCRIPTION	PROJECT #	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Funding Provided by Water Resources Fund												
Chelsea Woods Drainage - Weston Ln to CR 6[4]	WR-15-0004			50,000	400,000							
Weston Lane Storm Sewer Lift Station Rehab.	WR-16-0001	75,000		475,000								
Wild Wings Western Wetland Improvements	WR-17-0001		100,000	100,000								
Harbor Place Erosion Repair	WR-17-0003		200,000									
St. Mary's Addition Drainage Improvement	WR-18-0001	125,000										
Mengelkochs First Addition Drainage Improvement	WR-18-0002	20,000	50,000									
Plum Tree East Drainage Improvement	WR-18-0003	20,000	250,000									
Schiebers Addition Erosion Repair	WR-18-0004	20,000	150,000									
Elm Creek Stream Restoration - HWY 55 to WHS[1,4]	WR-18-0005	598,000										
Ivanhoe/Pleasant Hills Drainage Improvement	WR-18-0007	50,000	50,000									
Meadow Wood Drainage Improvement	WR-18-0009	150,000	100,000									
4th and Zircon Drainage Improvement	WR-18-0010	60,000	50,000									
19th Avenue/Dunkirk Lane Pond Improvement[1]	WR-19-0001	75,000	250,000									
~~Northwest Greenway Trailhead~~ Playfield 10 Development Stormwater Quality Improvement[3]	WR-22-0002				375,000							
Maple Creek Stream Restoration[1]	WR-20-0001		50,000	400,000								
Plymouth Marketplace Drainage Improvement	WR-20-0002		20,000	80,000								
County Road 9/Larch Lane Drainage Improvement	WR-20-0005		75,000	100,000								
Courts/Fields of Nantarre Drainage Improvement	WR-20-0006		20,000	100,000								
Street Sweeper	WR-20-0007		350,000									
The Bass and Pomerleau Alum Treatment - Phase 2	WT-20-0008		37,000									
Palmer Creek Estates Stream Restoration[1]	WR-21-0002			75,000	350,000							
Ponderosa Woods Stream Restoration	WR-21-0003					75,000						
Kingsview Heights Drainage Improvement	WR-21-0004			25,000	175,000							
Schmidt Lake Woods Drainage Improvement	WR-21-0005			50,000	200,000							
Bass Lake Estates 2nd Add Stream Restoration	WR-22-0001				100,000	400,000						
Maintain Water Quality Ponds[2]	WR-XX-0001	75,000	100,000	100,000	100,000	150,000	150,000	150,000	200,000	200,000	200,000	250,000
Unspecified Drainage Improvements[2]	WR-XX-9002			75,000	75,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
BCWMC Water Quality, Channel, and Basin Improvements[2]	WR-XX-9003							75,000		75,000		75,000
Future Water Quality Improvements[2]	WR-XX-9004							1,000,000	1,000,000	1,250,000	1,250,000	1,250,000
New 1/2 ton Pickup	CE-20-400X		30,000									
Brockton Lane Reconstruction	ST-19-0005	17,223										
Juneau Lane from Hampton Hills to 59th Ave	ST-20-0001										100,000	
County Road 9 at TH 169 Bridge Replacement	ST-20-0002						100,000					
Ridgemount Ave Rehabilitation	ST-21-0002			20,000								
Annual Street Reconstruction[2]	ST-XX-9001	10,000	50,000	50,000	80,000	80,000	90,000	90,000	100,000	100,000	100,000	120,000
Annual Mill and Overlay[2]	ST-XX-9002		58,000	44,000	18,000	26,000	20,000	20,000	20,000	20,000	30,000	30,000
Annual Full Depth Reclamation (FDR)[2]	ST-XX-9005		50,000	50,000	75,000	75,000	75,000	100,000	100,000	100,000	125,000	125,000
Future Project Contingency								1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Water Resources Fund		1,295,223	2,040,000	1,794,000	1,948,000	1,006,000	635,000	2,635,000	2,620,000	2,945,000	3,005,000	3,050,000
							Inflated Total	2,909,253	2,950,546	3,382,879	3,520,836	3,573,561

Note: A 2% inflation factor is included on placeholder projects, based on the American City and County Magazine's published Construction Cost Index.

[1]Projects may be funded by an external source, however, reimbursement is uncertain at this time. Cash balances are projected in Appendix C-4 assuming that external funding is available.

[2]Project area is adjusted to be within CIP based on bid estimates.

[3]Project will coincide with the Playfield Land Development project.

[4]Project shifted from what was presented in the 2019-2023 CIP.

City of Plymouth

Adding Quality to Life

Utility Trunk Fund Analysis

For Year Ending December 31, 2018

Prepared By:

Finance Division

Introduction

This analysis was done to update the financial projections for the trunk expansion fund and ensure the following:

1. Rates are sufficient to support the expansion of the water and sewer utilities to undeveloped areas.

2. Revenue sources are restricted to new users going forward.

3. An adequate cash balance is maintained to cover fluctuations in revenue and expenses.

Background

The Utility Trunk Expansion fund was created to track the cost of adding water and sewer mains to new developments and assist in evaluating whether the incoming revenue from those developments is adequate to cover the related expenses. The utility trunk fund was intended to separate projects related to growth from those related to maintenance and repair of systems used to serve existing residents.

Assumptions

The following are the significant assumptions made in this analysis:

1) Growth is estimated at 100-250 units per year from 2019-2029.
2) Area charges
   a) 46% collected in the year charged
   b) 54% assessed and collected over 5 years (15% collected as payoffs each year)
3) Expenses
   a) Capital – 2020 through 2029 obtained from the proposed CIP document.
   b) Capital beyond 2020 and all other expenses projected to increase 2% annually (based on *The American City and County Magazine's published Construction Cost Index*).
4) Rates – 2% increase

Overview and Recommendations

The Trunk Expansion fund generates revenue from water and sewer area and connection (REC) charges from new construction. These charges are intended to provide funding for the expansion of utility services to new developments and allocate the cost of the system to those who benefit, instead of existing users. The area charges are based on the land area associated with the development, and are charged out at a per-acre rate. It is normal practice to assess the area charges to the properties and collect the fee over a five year period, with interest. Water connection fees are based on the number of residential equivalency units (REU) assigned to their usage. An REU is defined as the use of 225 gallons per day, the equivalent of a typical single-family dwelling.

In order to keep up with the expenses of new development, we recommend annual rate increases of 2% to the Area and REC charges for both water and sewer for a minimum of five years, at which time new development will have leveled off and the financial demands on the Expansion Fund are reduced.

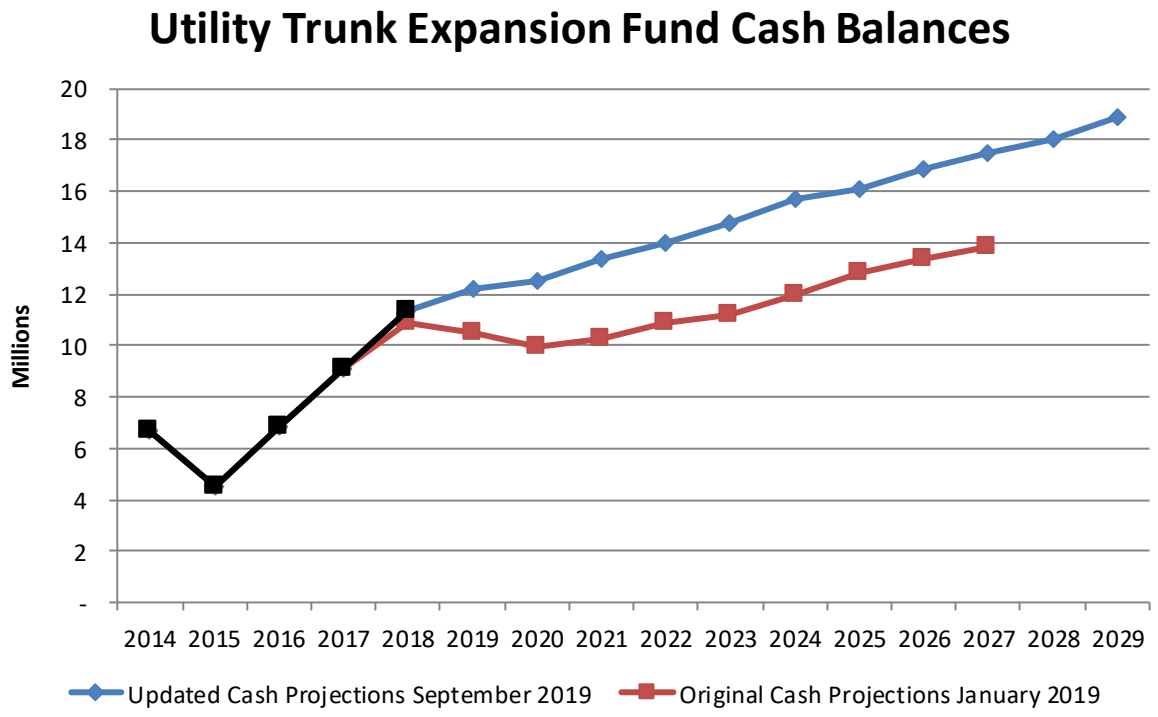
Proposed Increases	2019	2% 2020	2% 2021	2% 2022	2% 2023	2% 2024
Sewer Area	$1,277	$1,303	$1,329	$1,355	$1,382	$1,410
Water Area	4,743	4,838	4,935	5,033	5,134	5,237
Sewer REC	538	549	560	571	582	594
Water REC	1,379	1,407	1,435	1,463	1,493	1,523

Note: Area charges are per acre and connection (REC) charges are per REU.

Cash Balances

The Utility Trunk Expansion fund had an estimated cash balance of $11,183,150 as of 12/31/18. The actual cash balance is $11,307,923.

Cash variances are the result of higher than anticipated REC charges, additional street assessments and interest. The increase in REC charges was due to the timing of development. The increase in street assessment was due to changes in the capital improvement projects. The remaining variance is due to the fluctuation of special assessments collected as this fund holds the receivables for street project special assessments. Special assessments are collected over a 5, 10 or 15 year term or up front. For projection purposes, 46% of assessments are estimated to be collected up front and 54% are estimated to be collected over the term with 15% collected as payoffs each year.



*This study was adjusted to align with the 10 year CIP, therefore two years were added to this graph.

Growth expectations were adjusted in this study based on updated data from Community Development and the 2040 Comprehensive Plan. Proposed area and REC charges remain consistent with the previous study.

Summary

The Council had elected to fund expansion projects from new development (the users that derive the benefit). A 2% annual increase is recommended to ensure funds are available for future capital needs.

If growth continues as estimated, there will be very little development beyond 2025. The demand for expansion will dissipate as the City nears complete development, leaving the fund with a sizeable reserve. Upon full development of the city, a new water treatment plant will be evaluated for need. The cost is estimated at approximately $9 million.

Staff recommends this cash balance be maintained until there is not a need for expansion projects. At that time, any excess can be transferred to the water and sewer utility funds for support of ongoing operations and maintenance of the system.

Appendix A Cash flow Projections

Appendix B Capital Expenditure Projections

City of Plymouth
Utility Trunk Expansion Cashflow

	Actual					Projections										
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Revenue Rate Assumption	3.8%	0.0%	0.0%	3.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	0.0%
Interest Rate						1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%	1.25%
Revenue																
Area Charges	11,512	124,441	31,939	75,335	118,916	-	-	-	-	-	-	-	-	-	-	-
Area Chares Assessments	797,453	638,859	826,159	589,159	675,492	151,492	154,522	174,190	177,674	181,227	184,852	188,549	192,320	196,166	200,089	204,091
REC Charges	832,755	1,236,530	805,340	1,181,893	1,364,105	479,208	488,792	398,854	305,123	311,226	211,634	215,866	220,184	224,587	229,079	233,661
Interest	224,807	137,099	347,291	301,459	306,627	141,349	152,211	155,907	166,804	174,773	184,862	196,484	201,097	210,292	218,195	225,734
Transfers																
Improvement Project Construction***	-	747,752	-	-	-	-	-	-	-	-	-	-	-	-		
Total Revenue	1,866,527	2,884,681	2,010,729	2,147,846	2,465,140	772,049	795,525	728,951	649,601	667,226	581,347	600,899	613,600	631,045	647,363	663,486
Expense																
Sewer Projects						100,000	100,000	100,000	100,000	100,000	100,000	-	-	-	-	-
Water Projects						220,000	220,000	220,000	220,000	220,000	100,000	100,000	100,000	-	-	-
Transfers																
Water Sewer Construction**	-	-	218,401	134,694	118,787	-	-	-	-	-	-	-	-	-	-	-
Improvement Project Construction***	1,355,224	-	-	793,646	1,834,095	-	-	-	-	-	-	-	-	-	-	-
Other	28	1,751	12,536	2,117	4,230	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Total Expense	1,355,252	1,751	230,937	930,457	1,957,112	325,000	325,000	325,000	325,000	325,000	205,000	105,000	105,000	5,000	5,000	5,000
Net Income (Loss)	511,275	2,882,930	1,779,792	1,217,389	508,028	447,049	470,525	403,951	324,601	342,226	376,347	495,899	508,600	626,045	642,363	658,486

* Transfer due to adjusted project funding.
** Trunk water main/sewer main oversizing.
*** Dunkirk Lane Street and Utility Project and Peony Lane Project.

Beginning Cash	5,938,381	6,646,482	4,485,520	6,827,634	9,087,645	11,307,923	12,176,893	12,472,560	13,344,301	13,981,847	14,788,942	15,718,758	16,087,735	16,823,353	17,455,599	18,058,744
Add: Net Income (Loss)						447,049	470,525	403,951	324,601	342,226	376,347	495,899	508,600	626,045	642,363	658,486
Less: Area Assessments						(151,492)	(154,522)	(174,190)	(177,674)	(181,227)	(184,852)	(188,549)	(192,320)	(196,166)	(200,089)	(204,091)
Less: Cash Advance for Street Assessments						(1,747,400)	(2,615,000)	(1,520,000)	(1,620,000)	(1,470,000)	(1,370,000)	(2,470,000)	(1,770,000)	(2,200,000)	(2,400,000)	(2,200,000)
Add: Current Year Assessment Collections						2,320,813	2,594,664	2,161,980	2,110,619	2,116,096	2,108,320	2,531,627	2,189,337	2,402,367	2,560,872	2,558,510
Ending Cash Balances	6,646,482	4,485,520	6,827,634	9,087,645	11,307,923	12,176,893	12,472,560	13,344,301	13,981,847	14,788,942	15,718,758	16,087,735	16,823,353	17,455,599	18,058,744	18,871,649
Previous 2018 Projection	6,646,482	4,485,520	6,827,634	9,087,645	10,844,116	10,503,357	9,923,813	10,274,483	10,886,725	11,197,223	11,997,071	12,845,427	13,372,027	13,835,098		
Variance from Previous Projection	-	-	-	-	463,807	1,673,536	2,548,747	3,069,818	3,095,122	3,591,719	3,721,687	3,242,308	3,451,326	3,620,501		
2017 Projection	6,646,482	4,485,520	6,827,634	9,087,645	9,363,874	7,923,913	7,788,858	8,106,707	8,388,508	9,113,620	9,086,245	9,039,715	10,724,410			
Variance from 2017 Projection	-	-	-	-	1,944,049	4,252,980	4,683,702	5,237,594	5,593,339	5,675,322	6,632,513	7,048,020	6,098,943			
Year End Assessment Receivable	6,143,692	5,371,120	4,943,715	4,168,510	4,004,527	3,582,606	3,757,463	3,289,673	2,976,728	2,511,859	1,958,390	2,085,312	1,858,295	1,852,094	1,891,312	1,736,893

Area charges in 2019-2029 are shown as assessments since only a small portion are paid in the year charged. It is assumed that 46% of assessments are collected in the year charged and 54% are collected over 5 years.

The Utility Trunk fund advances cash to the Construction Improvement - Streets fund. As a result, the Utility Trunk fund holds the receivables for street assessments. Street assessments are also assumed to have 46% collected in the year charged and 54% collected over 5 years.

Cash Advance Comparison												
Current Projection	1,747,400	2,615,000	1,520,000	1,620,000	1,470,000	1,370,000	2,470,000	1,770,000	2,200,000	2,400,000	2,200,000	
Previous 2018 Projection	2,847,400	3,430,000	2,542,000	2,030,000	2,819,000	2,430,000	2,430,000	2,430,000	2,430,000			
Variance from Previous 2018 Projection	(1,100,000)	(815,000)	(1,022,000)	(410,000)	(1,349,000)	(1,060,000)	40,000	(660,000)	(230,000)			
2017 Projection	3,061,438	2,078,757	2,001,574	2,024,000	1,880,000	2,600,000	2,880,000	880,000				
Variance from 2017 Projection	(1,314,038)	536,243	(481,574)	(404,000)	(410,000)	(1,230,000)	(410,000)	890,000				

City of Plymouth
Utility Trunk Fund
Capital Expenditure Projections

	Inflation	2.00%	
	% New Development	Year	CIP Cost
Sewer			
Trunk sewer oversizing	100.00%	2019	100,000
Trunk sewer oversizing	100.00%	2020	100,000
Trunk sewer oversizing	100.00%	2021	100,000
Trunk sewer oversizing	100.00%	2022	100,000
Trunk sewer oversizing	100.00%	2023	100,000
Trunk sewer oversizing	100.00%	2024	100,000
		Total	600,000
Water			
Trunk water main oversizing	100.00%	2019	220,000
Trunk water main oversizing	100.00%	2020	220,000
Trunk water main oversizing	100.00%	2021	220,000
Trunk water main oversizing	100.00%	2022	220,000
Trunk water main oversizing	100.00%	2023	220,000
Trunk water main oversizing	100.00%	2024	100,000
Trunk water main oversizing	100.00%	2025	100,000
Trunk water main oversizing	100.00%	2026	100,000
		Total	1,400,000

*The CIP document has $9,000,000 budgeted for a new Water Treatment Plant, however, it is uncertain when this plant will be needed, therefore it has been omitted from this study.

City of Plymouth
Capital Improvement Plan 2023-2032
Projects by Department

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
ADMINISTRATIVE SERVICES													
Information Technology													
IT-20-0003	Cisco UCS Compute Hardware	2020	39,300	0	0	0	0	0	0	0	0	0	39,300
IT-20-0004	Cohesity Backup	2020	34,716	0	0	0	0	0	0	0	0	0	34,716
Total: Information Technology			**$74,016**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$74,016**
TOTAL: ADMINISTRATIVE SERVICES			**$74,016**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$74,016**
PARKS AND RECREATION													
Field House													
FH-23-0001	Field House Doors and Container Repair & Replacement	2019	75,000	0	0	0	0	0	0	0	0	0	75,000
FH-XX-9001	Dome & Turf Repair and Replacement	2020	0	700,000	0	0	0	0	0	700,000	0	0	1,400,000
FH-XX-9002	Fieldhouse Electrical & Mechanical	2020	0	0	0	250,000	0	0	0	250,000	0	0	500,000
FH-XX-9003	Fieldhouse Equipment	2020	0	0	30,000	0	0	0	0	0	0	0	30,000
Total: Field House			**$75,000**	**$700,000**	**$30,000**	**$250,000**	**$0**	**$0**	**$0**	**$950,000**	**$0**	**$0**	**$2,005,000**
Ice Center													
IC-14-0003	Replace Ice Center Dehumidifier Desiccant Wheels	2013	0	0	0	0	50,000	0	65,000	0	0	0	115,000
IC-16-0002	Replace Ice Center Roof	2013	0	0	0	0	500,000	0	0	0	0	0	500,000
IC-17-0001	Replace Ice Center Dasher Boards	2013	0	0	195,000	0	0	0	0	0	0	0	195,000
IC-20-0001	Replace Cooling Towers at Plymouth Ice Center	2016	0	0	0	150,000	0	0	0	0	160,000	0	310,000
IC-23-0001	Replace Ice Center Roof Top Air Handler	2013	0	0	0	125,000	0	0	0	0	150,000	0	275,000
IC-23-0002	PIC General Building Improvements	2019	220,000	100,000	100,000	0	0	0	0	75,000	0	0	495,000
IC-30-0001	Rupp Roof Air-Exchange	2021	0	0	0	0	0	0	0	110,000	0	0	110,000
IC-XX-9001	PIC Water Heaters	2020	0	0	0	0	50,000	0	0	0	0	0	50,000
IC-XX-9002	PIC Sound System	2020	0	110,000	0	0	0	80,000	0	0	0	0	190,000

City of Plymouth
Capital Improvement Plan 2023-2032
Projects by Department

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
IC-XX-9003	PIC Rubber Flooring	2020	0	0	0	0	90,000	0	60,000	0	0	0	150,000
IC-XX-9004	PIC Ice Resurfacers	2020	0	0	0	0	0	170,000	170,000	0	0	0	340,000
IC-XX-9006	PIC Scoreboards	2020	0	80,000	0	0	0	0	0	85,000	0	0	165,000
Total: Ice Center			**$220,000**	**$290,000**	**$295,000**	**$275,000**	**$690,000**	**$250,000**	**$295,000**	**$270,000**	**$310,000**	**$0**	**$2,895,000**
Parks & Rec Admin													
PR-07-0005	Replace Irrigation Systems	2003	0	0	400,000	275,000	0	0	0	0	400,000	0	1,075,000
PR-13-0001	Neighborhood Parks	2012	0	0	700,000	300,000	400,000	300,000	0	0	0	0	1,700,000
PR-14-0003	Boardwalk replacement	2010	350,000	225,000	0	150,000	0	0	150,000	0	0	0	875,000
PR-14-0004	Tennis Court Repair	2012	0	0	0	0	0	0	0	475,000	0	0	475,000
PR-14-0005	Northwest Greenway	2012	0	1,850,000	0	0	1,700,000	0	0	0	0	0	3,550,000
PR-15-0002	Parking Lot Repair/Replacement	2012	0	500,000	0	0	0	0	0	0	0	0	500,000
PR-16-0002	Park Lighting	2016	0	0	0	175,000	0	480,000	0	0	0	0	655,000
PR-20-0001	Playfield Land Development	2016	0	5,300,000	0	0	0	0	0	0	0	0	5,300,000
PR-22-0001	Asset Renovation/Replacement	2022	0	100,000	0	0	0	0	0	0	0	0	100,000
PR-23	Trail Replacement	2023	700,000	0	0	0	0	0	0	0	0	0	700,000
PR-23-0001	New Trails	2003	225,000	150,000	650,000	0	0	0	0	0	0	0	1,025,000
PR-23-0002	New Trails	2023	135,000	0	0	0	0	0	0	0	0	0	135,000
PR-23-0003	Playground Replacement or Renovation	2006	250,000	500,000	270,000	300,000	400,000	350,000	375,000	350,000	350,000	0	3,145,000
PR-23-0004	Trail Repair	2003	400,000	500,000	400,000	500,000	500,000	600,000	500,000	500,000	500,000	0	4,400,000
PR-23-0005	Miscellaneous Park Improvements	2006	125,000	0	200,000	175,000	0	150,000	0	150,000	150,000	0	950,000
PR-29-0001	Outdoor Artificial Turf	2020	0	0	0	0	0	0	1,200,000	0	0	0	1,200,000
PR-XX-9005	Park Amenities & Facilities	2020	0	0	0	0	0	0	200,000	0	0	0	200,000
PR-XX-9006	Land Acquisition	2020	300,000	300,000	300,000	300,000	300,000	0	0	0	0	0	1,500,000
PR-XX-9007	Park Building Repair/Renovation	2020	0	0	0	0	1,300,000	0	1,000,000	0	100,000	0	2,400,000
REC-22-0001	Electronic Sign	2020	0	110,000	0	0	0	0	0	0	0	0	110,000
Total: Parks & Rec Admin			**$2,485,000**	**$9,535,000**	**$2,920,000**	**$2,175,000**	**$4,600,000**	**$1,880,000**	**$3,425,000**	**$1,475,000**	**$1,500,000**	**$0**	**$29,995,000**
TOTAL: PARKS AND RECREATION			**$2,780,000**	**$10,525,000**	**$3,245,000**	**$2,700,000**	**$5,290,000**	**$2,130,000**	**$3,720,000**	**$2,695,000**	**$1,810,000**	**$0**	**$34,895,000**

City of Plymouth
Capital Improvement Plan 2023-2032
Projects by Department

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
PUBLIC WORKS													
Central Services - Central Equipment													
CE-11-0319	Air Compressor	2007	0	38,000	0	0	0	0	0	0	0	0	38,000
CE-15-0205	Remote Sheepsfoot Trench Compactor	2012	0	0	0	45,000	0	0	0	0	0	0	45,000
CE-20-0239	2005 Air Compressor	2016	0	31,000	0	0	0	0	0	0	0	0	31,000
CE-21-0302	1996 350 Kw Generator on Wheels	2017	0	0	100,000	0	0	0	0	0	0	0	100,000
CE-21-0304	2006 Dozer	2017	0	235,000	0	0	0	0	0	0	0	0	235,000
CE-21-5010	2010 Crew Cab 4x4	2017	36,000	0	0	0	0	0	0	0	0	0	36,000
CE-22-500X	Outdoor Artificial Turf Equipment	2020	0	0	100,000	0	0	0	0	0	0	0	100,000
CE-22-5017	3/4 Ton Pickup with Plow	2018	39,300	0	0	0	0	0	0	0	0	0	39,300
CE-22-5018	One Ton 4X4 with Plow	2018	43,400	0	0	0	0	0	0	0	0	0	43,400
CE-22-5024	Mower 16' 2014	2018	134,624	0	0	0	0	0	0	0	0	0	134,624
CE-23-0373	2013 4x4 Extended Cab Pickup	2019	35,800	0	0	0	0	0	0	0	0	0	35,800
CE-23-10XX	Police Car Up-Fitting (7)	2023	125,000	0	0	0	0	0	0	0	0	0	125,000
CE-23-17XX	Public Safety Vehicle Up-fitting	2023	25,000	0	0	0	0	0	0	0	0	0	25,000
CE-23-2014	2013 Ford Pick up with plow	2019	46,500	0	46,500	0	0	0	0	0	0	0	93,000
CE-23-3048	2013 Bobcat S630 Skidsteer	2019	51,000	51,000	0	0	0	0	0	0	0	0	102,000
CE-23-500X	New Sidewalk Machine	2020	0	0	185,000	0	0	0	0	0	0	0	185,000
CE-23-5020	MacLean MV2 Sidewalk Machine	2019	185,000	0	0	0	0	0	0	0	0	0	185,000
CE-23-5022	2013 Toro GM 360 mower blower broom	2019	79,500	0	0	0	0	0	0	0	0	0	79,500
CE-23-6045	2013 Smithco Field Painter	2019	0	21,500	0	0	0	0	0	0	0	0	21,500
CE-24-0202	2006 Cat Loader with plow and wing	2020	0	350,000	0	0	0	0	0	0	0	0	350,000
CE-24-1000	Police Cars (7)	2020	0	0	126,000	0	0	0	0	0	0	0	126,000
CE-24-17XX	Public Safety Vehicle Up-fitting (4)	2023	0	25,000	0	0	0	0	0	0	0	0	25,000
CE-24-2020	2014 Ford F-350 4x4 with plow	2020	0	44,300	0	0	0	0	0	0	0	0	44,300
CE-24-2023	2014 Truck mounted heated Asphalt patch unit	2020	0	87,000	87,000	0	0	0	0	0	0	0	174,000
CE-24-3025	2004 Atlas Copco Generator 52 Kw	2020	0	27,000	27,000	0	0	0	0	0	0	0	54,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-24-3045	2012 Big Tow Skid Steer Trailer 20" deck 18,200lb	2020	0	13,700	0	13,700	0	0	0	0	0	0	27,400
CE-24-3059	2014 Multi terrain Loader Tracked Skid Cat 287D	2020	0	94,400	0	94,400	0	0	0	0	0	0	188,800
CE-24-4004	2014 1/2 Ton 4x4 GMC PU Engineering	2020	0	34,500	0	0	0	0	0	0	0	0	34,500
CE-24-5021	MacLean MV2 Sidewalk Machine	2020	0	211,000	0	0	0	0	0	0	0	0	211,000
CE-24-5025	2014 Ford SUV Escape	2020	0	32,700	0	32,700	0	0	0	0	0	0	65,400
CE-24-5027	Bob Cat All Steer Skid Steer A770 2013	2020	0	66,850	0	0	0	0	0	0	0	0	66,850
CE-24-5028	2014 Chev 4x4 Pick up	2020	0	44,200	44,200	0	0	0	0	0	0	0	88,400
CE-24-5030	2014 ABI Field Groomer	2020	0	26,300	0	0	0	0	0	0	0	0	26,300
CE-24-6070	2014 Pro Core deep Aerator SR72	2020	0	32,000	0	0	0	0	0	0	0	0	32,000
CE-24-6085	2016 Vermeer BC 1800XL015 wood chipper	2017	0	88,000	0	0	0	0	0	0	0	0	88,000
CE-25-0035	Medium Duty Fire Rescue Truck	2021	0	0	360,000	0	0	0	0	0	0	0	360,000
CE-25-0376	2015 Chevrolet Silverado 4x4 Pickup w/plow	2021	0	0	53,500	0	0	0	0	0	0	0	53,500
CE-25-0377	2015 Lift Station Truck with F-550 chassis	2017	0	0	104,000	0	0	0	0	0	0	0	104,000
CE-25-0379	2015 Chevrolet Pickup 4x4 w/Utility box	2021	0	0	59,500	0	0	0	0	0	0	0	59,500
CE-25-1000	Police Cars (7)	2020	0	0	126,000	0	0	0	0	0	0	0	126,000
CE-25-1718	2015 Black Ford Taurus Investigation	2021	0	0	36,000	0	0	0	0	0	0	0	36,000
CE-25-2027	2015 Chev Pick up 4x4 with plow	2021	0	0	48,000	0	0	0	0	0	0	0	48,000
CE-25-2028	2015 Chevrolet Pickup 4x4 w/ plow	2021	0	0	48,000	0	0	0	0	0	0	0	48,000
CE-25-4005	2015 White Colorado Bldg div	2021	0	0	36,000	0	0	0	0	0	0	0	36,000
CE-25-4006	2016 Chev Colorado, Bld Inspections	2017	0	0	36,000	0	0	0	0	0	0	0	36,000
CE-25-5031	2015 Chevrolet Silverado 4 door 4x4 Pickup Truck	2021	0	0	44,700	0	0	0	0	0	0	0	44,700
CE-25-5032	2015 Ford Focus Hatchback car	2021	0	0	26,000	0	0	0	0	0	0	0	26,000
CE-25-5033	2015 Tool Cat G series	2021	87,000	0	0	0	0	0	0	0	0	0	87,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-25-5034	2015 Multi Purpose Tractor 5610 Tool Cat	2017	76,000	0	0	0	0	0	0	0	0	0	76,000
CE-25-5035	2015 T-650 Tracked Bobcat Skid Steer	2021	0	0	77,000	0	0	0	0	0	0	0	77,000
CE-25-5036	Toro GM 7210 Mower, blower polar tracks	2017	0	0	71,000	0	0	0	0	0	0	0	71,000
CE-25-5037	2015 Mower with blower Toro GM 7210 with Polar tracks	2017	0	0	70,000	0	0	0	0	0	0	0	70,000
CE-25-5038	2015 Groomer Rake Toro Model 8750 Pro Sand 5040	2017	0	0	37,000	0	0	0	0	0	0	0	37,000
CE-25-5052	2017 Ground Master Mower	2022	0	0	130,000	0	0	0	0	0	0	0	130,000
CE-25-6136	2020 GPS Robot Sprayer	2022	0	0	44,000	0	0	0	0	0	0	0	44,000
CE-26-0051	E-21 Engine Pumper for Duty Crew	2017	0	0	0	640,000	0	0	0	0	0	0	640,000
CE-26-0053	2016 Ford Expedtion used by Fire Chief	2017	0	0	0	57,500	0	0	0	0	0	0	57,500
CE-26-0054	2016 Ford Expedtion	2017	0	0	0	58,000	0	0	0	0	0	0	58,000
CE-26-0290	2014 Mack Tandem with plow etc.	2022	0	0	0	365,000	0	0	0	0	0	0	365,000
CE-26-0291	2015 Mack Tandem, with snow equip	2022	0	0	0	365,000	0	0	0	0	0	0	365,000
CE-26-0292	2014 Single Axle dump with Swap Loader Hook	2022	0	301,600	0	0	0	0	0	0	0	0	301,600
CE-26-0305	2001 Onan 350 Kw Generator on Trailer	2022	0	0	0	115,000	0	0	0	0	0	0	115,000
CE-26-0374	2014 Drainage crew truck	2022	165,000	0	0	0	0	0	0	0	0	0	165,000
CE-26-0381	2016 GMC Sierra 1/2 ton 4x4 double cab Sr Eng Tech	2017	0	0	0	0	35,500	0	0	0	0	0	35,500
CE-26-0382	2016 GMC with Utility Body for Hyd Maint	2017	0	0	0	61,000	0	0	0	0	0	0	61,000
CE-26-051	2015 Engine Pumper	2022	0	0	0	630,000	0	0	0	0	0	0	630,000
CE-26-0789	Nilfisk Advance CS7000 Floor Sweeper/ Scrubber	2017	0	0	0	68,000	0	0	0	0	0	0	68,000
CE-26-1723	PD SUV Investigation	2021	0	0	0	48,000	0	0	0	0	0	0	48,000
CE-26-2008	2008 24' trailer with 6' ramps for Paver	2022	0	0	0	35,000	0	0	0	0	0	0	35,000
CE-26-2038	2016 Carlson CP100 Asphalt Paver	2017	0	0	0	270,000	0	0	0	0	0	0	270,000
CE-26-2046	Pavement Melter	2020	0	0	0	59,000	0	0	0	0	0	0	59,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-26-3060	Mini Excavator Case CX318 2014	2022	0	0	0	56,000	0	0	0	0	0	0	56,000
CE-26-4007	2016 Colorado, Bld inspections	2017	0	0	0	37,000	0	0	0	0	0	0	37,000
CE-26-4008	2016 Colorado Pick up--Bld inspections	2017	0	0	0	37,000	0	0	0	0	0	0	37,000
CE-26-5039	2016 F-350 Ford pick with plow	2017	0	0	0	50,000	0	0	0	0	0	0	50,000
CE-26-5040	F-350 Ford Pick up with plow	2017	0	0	0	49,500	0	0	0	0	0	0	49,500
CE-26-5042	JD Gator Groomer and Rake	2020	0	0	0	27,000	0	0	0	0	0	0	27,000
CE-26-5045	2017 Toro GM 7210 D Zero turn	2020	0	0	0	0	71,500	0	0	0	0	0	71,500
CE-27-0052	2015 Ford F-150 Pick Up Utility 31	2017	0	0	55,000	0	0	0	0	0	0	0	55,000
CE-27-0293	2016 Tandem Truck with Plow	2023	0	0	0	0	360,000	0	0	0	0	0	360,000
CE-27-0378	2016 T880 Kenworth Truck Tractor	2023	0	0	0	0	0	0	190,000	0	0	0	190,000
CE-27-0384	2017 GMC 2500 Sierra Double Cab 4x4	2023	0	0	0	0	41,000	0	0	0	0	0	41,000
CE-27-0385	2017 GMC 2500 Sierra Double Cab 4x4	2023	0	0	0	0	46,000	0	0	0	0	0	46,000
CE-27-0386	2017 GMC 1500 Sierra Double Cab 4x4	2023	0	0	0	0	37,000	0	0	0	0	0	37,000
CE-27-1000	Police Cars (7)	2020	0	0	0	0	126,000	0	0	0	0	0	126,000
CE-27-2053	2017 Bobcat S770 Skid Steer	2020	0	0	0	0	57,000	0	0	0	0	0	57,000
CE-27-2054	2017 Bobcat S770 Skid Steer	2020	0	0	0	0	57,000	0	0	0	0	0	57,000
CE-27-3067	2015 Low Boy Trailer Towmaster T-100DTG	2017	0	0	0	0	0	0	120,000	0	0	0	120,000
CE-27-3068	2015 Side Dup'r trailer 25 yard	2023	0	0	0	0	66,000	0	0	0	0	0	66,000
CE-27-4009	2017 Chevy Colorado	2022	0	0	0	0	36,000	0	0	0	0	0	36,000
CE-27-4010	2017 Chevy Colorado	2022	0	0	0	0	36,000	0	0	0	0	0	36,000
CE-27-4011	2017 Chevy Colorado	2022	0	0	0	0	36,000	0	0	0	0	0	36,000
CE-27-5044	2017 Ford F-350 4x4 with plow	2017	0	0	0	0	49,500	0	0	0	0	0	49,500
CE-27-5045	Toro GM 7210 Mower, blower polar tracks Broom	2017	0	0	0	71,000	0	0	0	0	0	0	71,000
CE-27-5048	2017 F-350 Truck	2022	0	0	0	0	50,000	0	0	0	0	0	50,000
CE-27-5049	2017 Ford F-350 Truck	2022	0	0	0	0	50,000	0	0	0	0	0	50,000
CE-27-5055	2017 Isuzu Garbage Truck	2020	0	0	0	0	139,000	0	0	0	0	0	139,000
CE-28-0294	2017 Mack Tandem dump truck	2017	0	0	0	0	0	355,000	0	0	0	0	355,000

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Projects by Department

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-28-0295	2017 Mack Tandem dump truck	2017	0	0	0	0	0	355,000	0	0	0	0	355,000
CE-28-0380	2017 Kenworth with B-10 Aquatech Jetter/Vac truck	2017	0	0	0	0	0	520,000	0	0	0	0	520,000
CE-28-0383	2017 GMC Sierra Reg Cab 4x2	2023	0	0	0	0	0	46,000	0	0	0	0	46,000
CE-28-1000	Police Cars (7)	2020	0	0	0	0	0	145,000	0	0	0	0	145,000
CE-28-2018	Falls 12' Snowplow 10' wing	2024	0	0	0	0	0	56,000	0	0	0	0	56,000
CE-28-2019	2013 Case Wheel Loader 721F	2017	0	0	0	0	0	265,000	0	0	0	0	265,000
CE-28-2037	2016 Stepp 4 yrd hot box for asphalt with F-750 Chassis	2017	0	0	0	0	0	195,000	0	0	0	0	195,000
CE-28-2056	Street Sweeper	2020	0	0	0	0	0	290,000	0	0	0	0	290,000
CE-28-2065	Street Sweeper	2020	0	0	0	0	0	290,000	0	0	0	0	290,000
CE-28-389	2018 F550 4x4 dump	2022	0	0	0	0	0	86,000	0	0	0	0	86,000
CE-28-4012	2018 Ford F-150	2022	0	0	0	0	0	41,000	0	0	0	0	41,000
CE-28-5023	Cat Loader 908H2	2024	0	0	0	0	0	149,000	0	0	0	0	149,000
CE-28-5043	2017 Ford F-450	2023	0	0	0	0	0	87,000	0	0	0	0	87,000
CE-28-5058	F150 Pickup 4x4	2020	0	0	0	0	0	37,000	0	0	0	0	37,000
CE-28-6104	Vermeer Wood chipper	2020	0	0	0	0	0	98,000	0	0	0	0	98,000
CE-28-6133	2020 Trimax Mower	2022	0	0	0	0	0	52,000	0	0	0	0	52,000
CE-28-6134	2020 mower/mulcher	2022	0	0	0	0	0	27,000	0	0	0	0	27,000
CE-29-0047	2014 Explorer Fire Dept	2025	0	58,000	0	0	0	0	0	0	0	0	58,000
CE-29-0049	Fire Mini-Pumper	2021	0	0	0	0	0	0	450,000	0	0	0	450,000
CE-29-0296	2018 Mack GU Single Axle	2023	0	0	0	0	0	0	330,000	0	0	0	330,000
CE-29-0297	2018 Mack GU713 Tandem Axle	2023	0	0	0	0	0	0	350,000	0	0	0	350,000
CE-29-2039	Ford F-450 contractor box 2017 model	2017	0	0	0	0	0	0	76,000	0	0	0	76,000
CE-29-2051	2017 Msaba Conveyor	2022	0	0	0	0	0	0	68,000	0	0	0	68,000
CE-29-2076	2019 Cat Asphalt roller	2022	0	0	0	0	0	0	68,000	0	0	0	68,000
CE-29-3061	XQ 30KW Portable Generator	2025	0	0	0	0	0	0	36,000	0	0	0	36,000
CE-29-390	2019 F550 Truck Dump and Lift Gate Body	2022	0	0	0	0	0	0	91,000	0	0	0	91,000
CE-29-391	2019 Freightliner M2 - Jetter	2022	0	0	0	0	0	0	277,000	0	0	0	277,000
CE-29-392	2019 F250 Truck w/ Snow plow	2022	0	0	0	0	0	0	52,000	0	0	0	52,000
CE-29-394	2019 TV Van - Utilities	2022	0	0	0	0	0	0	308,000	0	0	0	308,000

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CE-29-4014	2019 Ford Fusion (pool car)	2021	0	0	0	0	0	0	26,000	0	0	0	26,000
CE-29-4015	2019 Ford Fusion (pool car)	2021	0	0	0	0	0	0	26,000	0	0	0	26,000
CE-29-5043	2017 F-450 One ton contractor box	2017	0	0	0	0	0	0	86,000	0	0	0	86,000
CE-29-5046	Sidewalk Machine	2020	0	0	0	0	0	0	215,000	0	0	0	215,000
CE-29-5047	2017 Ford F550 Truck	2022	0	0	0	0	0	0	93,000	0	0	0	93,000
CE-29-5050	2017 Ford F-550 box and lift gate	2022	0	0	0	0	0	0	175,000	0	0	0	175,000
CE-29-5051	2017 Ford F-450 with box and lift gate	2022	0	0	0	0	0	0	77,000	0	0	0	77,000
CE-29-5053	2017 Kubota RTV	2022	0	0	0	0	0	0	26,000	0	0	0	26,000
CE-29-5060	2018 Ford F150 4x4 Super Cab 6.5 Box	2023	0	0	0	0	0	0	40,000	0	0	0	40,000
CE-30-0048	Fire Engine Pumper	2021	0	0	0	0	0	0	0	920,000	0	0	920,000
CE-30-1728	Police SRO Truck	2021	0	0	0	0	0	0	0	60,000	0	0	60,000
CE-30-1730	Police SUV	2021	0	0	0	0	0	0	0	44,000	0	0	44,000
CE-30-2030	2015 Asphalt Tack oil distributor with F-750 Chassis	2017	0	0	0	0	0	0	0	250,000	0	0	250,000
CE-30-2072	2019 F-550 Truck with Crew cab	2022	0	0	0	0	0	0	0	80,000	0	0	80,000
CE-30-2080	2020 Chevy Silverado	2022	0	0	0	0	0	0	0	55,000	0	0	55,000
CE-30-2085	2020 Arrow Board	2022	0	0	0	0	0	0	0	26,000	0	0	26,000
CE-30-387	2019 Tandem Axle	2022	0	0	0	0	0	0	0	335,000	0	0	335,000
CE-30-388	2018 Tandem Axle	2022	0	0	0	0	0	0	0	261,000	0	0	261,000
CE-30-395	2020 Chevy Truck	2022	0	0	0	0	0	0	0	50,000	0	0	50,000
CE-30-4016	2020 Chevy Truck	2021	0	0	0	0	0	0	0	35,000	0	0	35,000
CE-30-4017	2020 Ford Ranger	2021	0	0	0	0	0	0	0	36,000	0	0	36,000
CE-30-5054	2018 International Single Axle Truck	2022	0	0	0	0	0	0	0	207,000	0	0	207,000
CE-30-5057	F550 Ford 4x4 Reg. Cab	2023	0	0	0	0	0	0	0	94,900	0	0	94,900
CE-30-5061	F250 4x4 2019 Super Cab Ford Pickup	2023	0	0	0	0	0	0	0	54,600	0	0	54,600
CE-30-5062	F250 4x4 2019 Super Cab Ford Pickup	2023	0	0	0	0	0	0	0	52,000	0	0	52,000
CE-30-5066	2019 F-550 Ford Reg. Cab	2023	0	0	0	0	0	0	0	82,300	0	0	82,300
CE-30-5069	2020 Toro Zero Turn	2021	0	0	0	0	0	0	0	45,000	0	0	45,000

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CE-30-5070	2020 Toro Zero Turn	2021	0	0	0	0	0	0	0	45,000	0	0	45,000
CE-30-5071	2020 F-150 1/2 Ton	2021	0	0	0	0	0	0	0	42,000	0	0	42,000
CE-30-5072	2019 Cargo Van	2021	0	0	0	0	0	0	0	41,000	0	0	41,000
CE-30-5074	2020 Chevy Silverado Crew Cab 1 Ton	2023	0	0	0	0	0	0	0	54,200	0	0	54,200
CE-30-5075	2020 Chevy Silverado Crew Cab 1 Ton	2023	0	0	0	0	0	0	0	56,900	0	0	56,900
CE-31-0042	2011 Ford F-350 4x4 Grass Rig	2027	0	0	0	0	0	0	0	0	66,000	0	66,000
CE-31-0298	2019 Mack GR64F Tandem Axle	2023	0	0	0	0	0	0	0	0	350,000	0	350,000
CE-31-0299	2019 Mack GR64F Tandem Axle	2023	0	0	0	0	0	0	0	0	350,000	0	350,000
CE-31-0396	2021 John Deere 710L	2023	0	0	0	0	0	0	0	0	230,000	0	230,000
CE-31-0791	Shop Lift-drive on 14,000 lbs. Capacity with jacks	2023	0	0	0	0	0	0	0	0	24,400	0	24,400
CE-31-2057	2019 Mack GR42F Single Axle	2023	0	0	0	0	0	0	0	0	380,000	0	380,000
CE-31-3075	2016 EH Trailer	2017	0	0	0	0	0	0	0	0	104,000	0	104,000
CE-31-4013	2019 Colorado	2023	0	0	0	0	0	0	0	0	38,000	0	38,000
CE-31-4018	2020 Chevrolet Bolt EV	2023	0	0	0	0	0	0	0	0	36,800	0	36,800
CE-31-4019	2021 Chevrolet Bolt EV	2023	0	0	0	0	0	0	0	0	34,600	0	34,600
CE-31-5041	2016 John Deere 4066R Utility Tractor with snow blower	2017	0	0	0	0	0	0	0	0	110,000	0	110,000
CE-31-5067	2019 F-250 Ford Super Cab	2023	0	0	0	0	0	0	0	0	60,300	0	60,300
CE-31-5076	2021 Tractor 4066R	2023	0	0	0	0	0	0	0	0	95,400	0	95,400
CE-31-5079	2021 John Deere 624L Loader	2023	0	0	0	0	0	0	0	0	313,900	0	313,900
CE-31-7002	2021 Ford Transit Connect Cargo Van	2023	0	0	0	0	0	0	0	0	35,900	0	35,900
CE-32-2071	2020 Western Star 4700 SF	2023	0	0	0	0	0	0	0	0	0	312,000	312,000
CE-32-2074	2020 Western Star 4700 SF	2023	0	0	0	0	0	0	0	0	0	360,000	360,000
CE-32-2084	2020 Tymco 500X Street Sweeper	2023	0	0	0	0	0	0	0	0	0	425,000	425,000
CE-32-2090	2022 Asphalt Planer	2022	0	0	0	0	0	0	0	0	0	36,000	36,000
CE-32-3078	2017 Wacker Dump Cart	2023	0	0	0	0	0	0	0	0	0	88,400	88,400
CE-32-3079	2018 PV350-D1W Pacific Tech	2023	0	0	0	0	0	0	0	0	0	62,800	62,800
CE-32-3082	2020 T-50 Trailer	2023	0	0	0	0	0	0	0	0	0	55,500	55,500
CE-32-4021	2019 Nissan Leaf EV	2023	0	0	0	0	0	0	0	0	0	33,800	33,800

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CE-32-4022	2019 Nissan Leaf EV	2023	0	0	0	0	0	0	0	0	0	33,600	33,600
CE-32-4023	2020 Nissan Leaf EV	2023	0	0	0	0	0	0	0	0	0	33,600	33,600
CE-32-5063	2019 F-550 4x4 Ford Super Cab	2023	0	0	0	0	0	0	0	0	0	86,100	86,100
CE-32-5064	2020 F-550 Ford Reg. Cab	2023	0	0	0	0	0	0	0	0	0	86,000	86,000
CE-32-5065	2019 F-550 Ford Reg. Cab	2023	0	0	0	0	0	0	0	0	0	77,600	77,600
CE-32-5068	2020 John Deere 4066R Compact Utility Tractor	2023	0	0	0	0	0	0	0	0	0	91,100	91,100
CE-32-6095	2017 Turfco TRF 338 Spreader	2023	0	0	0	0	0	0	0	0	0	42,500	42,500
Total: Central Services - Central Equipment			**$1,129,124**	**$1,913,050**	**$2,177,400**	**$3,284,800**	**$1,293,500**	**$3,094,000**	**$3,180,000**	**$2,926,900**	**$2,229,300**	**$1,824,000**	**$23,052,074**
Central Services - Public Facilities													
FM-19-0002	Public Safety - Replace Garage Air Makeup Unit	2015	0	0	50,000	0	0	0	0	0	0	0	50,000
FM-20-0023	Replace water to air and water to water pumps - Central and Zachary Plants	2020	60,000	60,000	60,000	60,000	0	0	0	0	0	0	240,000
FM-20-0024	Repair or replace natural gas piping - Old Central Water Plant	2020	28,000	0	0	0	0	0	0	0	0	0	28,000
FM-20-0026	Replace 3 ton split system rooftop unit - CH Audio/Video room	2020	25,000	0	0	0	0	0	0	0	0	0	25,000
FM-21-0001	Maintenance Facility - RTU Replacement for Mechanic's Office and Sign Making Room	2017	0	30,000	0	0	0	0	0	0	0	0	30,000
FM-21-0007	City Hall - Replace Rubber Roof	2020	310,000	0	0	0	0	0	0	0	0	0	310,000
FM-21-0013	Citywide - Bathroom Remodels	2020	90,000	90,000	90,000	90,000	0	0	0	0	0	0	360,000
FM-21-0015	Zachary WTP & Central WTP - BAS Updates	2021	200,000	0	0	0	0	0	0	0	0	0	200,000
FM-23-0001	Public Safety - Garage Waterproofing Repairs	2019	55,000	0	0	0	0	0	0	0	0	0	55,000
FM-23-0003	Old Central - Roof Replacement	2020	135,000	0	0	0	0	0	0	0	0	0	135,000
FM-23-0004	City Hall - Landscaping Replacement	2020	60,000	0	0	0	0	0	0	0	0	0	60,000
FM-23-0007	City Hall - Replace Gutters and Downspouts	2020	42,000	0	0	0	0	0	0	0	0	0	42,000
FM-23-0008	City Hall - Elevator Replacement	2020	330,000	0	0	0	0	0	0	0	0	0	330,000

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FM-23-0009	Public Safety - Passenger Elevator (entry)	2021	115,000	0	0	0	0	0	0	0	0	0	115,000
FM-23-0010	PCC - Install Generator	2021	0	0	350,000	0	0	0	0	0	0	0	350,000
FM-23-0011	Zachary WTP - Install RTU for Office	2022	190,000	0	0	0	0	0	0	0	0	0	190,000
FM-23-0012	Maintenance Facility - Landscape rehab	2023	60,000	0	0	0	0	0	0	0	0	0	60,000
FM-23-0013	Maintenance Facility - Landscape Rehab	2023	120,000	0	0	0	0	0	0	0	0	0	120,000
FM-23-0014	Fire Station 1 - Replace RTU's	2023	230,000	0	0	0	0	0	0	0	0	0	230,000
FM-23-0015	Update 2nd floor of Public Safety	2023	25,000	0	0	0	0	0	0	0	0	0	25,000
FM-24-0001	City Hall - Replace Kato-lite generator and supporting switch gear/panels	2020	0	195,000	0	0	0	0	0	0	0	0	195,000
FM-24-0003	Fire Station 1 - Replace generator and switch gear	2023	0	200,000	0	0	0	0	0	0	0	0	200,000
FM-24-0004	Zachary WTP -- Parking lot replacement	2023	0	60,000	0	0	0	0	0	0	0	0	60,000
FM-24-0005	Public Safety VAV controller replacement	2023	0	25,000	25,000	0	0	0	0	0	0	0	50,000
FM-25-0001	PCC - Replace Metal Roof Sections	2020	0	0	140,000	0	0	0	0	0	0	0	140,000
FM-25-0002	Public Safety - Roof Section Replacement	2020	0	0	160,000	0	0	0	0	0	0	0	160,000
FM-25-0003	Fire Station 1 - Roof Replacement	2020	0	0	75,000	0	0	0	0	0	0	0	75,000
FM-25-0004	City Hall - Replace and Repair Heated Concrete Sidewalk	2020	0	0	45,000	0	0	0	0	0	0	0	45,000
FM-25-0005	City Hall - Replace Vinyl Flooring	2020	0	0	30,000	0	0	0	0	0	0	0	30,000
FM-25-0009	Fire Station 1 - Replace Plumbing Finishes and Fixtures	2020	0	0	50,000	0	0	0	0	0	0	0	50,000
FM-25-0010	Station 73 - Replace AC, AC Compressors, & Radiant Heaters	2020	0	0	80,000	0	0	0	0	0	0	0	80,000
FM-25-0011	Maintenance Facility - Overhead Door Replacement	2022	0	0	45,000	0	0	0	0	0	0	0	45,000
FM-25-0012	City Hall - Courtyard Sidewalk Replacement	2023	0	0	40,000	0	0	0	0	0	0	0	40,000
FM-25-0013	City Hall - Landscape Rehab	2023	0	0	400,000	0	0	0	0	0	0	0	400,000

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FM-25-0017	Zachary WTP - Dehumidification and Ventilation System Replacement	2022	0	0	800,000	0	0	0	0	0	0	0	800,000
FM-25-0018	Central WTP - Exhaust Fans/Transfer Replacement	2022	0	0	160,000	0	0	0	0	0	0	0	160,000
FM-26-0001	Maintenance Facility - Replace 2 Roof Sections	2020	0	0	600,000	0	0	0	0	0	0	0	600,000
FM-26-0002	Zachary WTP - Replace Generator	2020	0	0	0	110,000	0	0	0	0	0	0	110,000
FM-26-0003	Maintenance Facility - Replace Flooring Finishes	2020	0	0	0	150,000	0	0	0	0	0	0	150,000
FM-26-0005	Maintenance Facility - Replace Electrical Panels from 1979	2020	0	0	0	400,000	0	0	0	0	0	0	400,000
FM-26-0008	Maintenance Facility - Replace Standpipes and Repair Sprinkler System	2020	0	0	0	108,000	0	0	0	0	0	0	108,000
FM-26-0009	Central WTP - Mechanical Replacements	2020	0	0	0	950,000	0	0	0	0	0	0	950,000
FM-26-0011	Fire Station 1 - Replace Makeup Air Unit	2020	0	0	0	30,000	0	0	0	0	0	0	30,000
FM-26-0012	Central WTP - Installation of RTU	2022	0	0	0	400,000	0	0	0	0	0	0	400,000
FM-26-0013	City Hall RTU 5 replacement	2023	0	0	0	250,000	0	0	0	0	0	0	250,000
FM-27-0001	Zachary WTP - Replace Roof	2020	0	0	0	0	205,000	0	0	0	0	0	205,000
FM-27-0002	City Hall - Replace/Update fire/security systems	2020	0	0	0	0	100,000	0	0	0	0	0	100,000
FM-27-0004	Fire Station 1 - Fire/Security update	2020	0	0	0	0	50,000	0	0	0	0	0	50,000
FM-27-0005	Public Safety - Replace Electrical panels/Switch gears and generator	2020	0	0	0	0	380,000	0	0	0	0	0	380,000
FM-27-0006	Maintenance Facility - Replace Ceiling Tiles	2020	0	0	0	0	30,000	0	0	0	0	0	30,000
FM-27-0007	Maintenance Facility - Replace Vehicle Storage Area Skylights	2020	0	0	0	0	100,000	0	0	0	0	0	100,000
FM-27-0009	Public Safety - Replace Ceiling Tiles	2020	0	0	0	0	100,000	0	0	0	0	0	100,000
FM-27-0010	Maintenance Facility - Replace Roof Drains	2020	0	0	0	0	50,000	0	0	0	0	0	50,000
FM-27-0014	Maintenance Facility - Replace HVAC Automation Controls	2020	0	0	0	0	0	0	100,000	0	0	0	100,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
FM-27-0015	Zachary WTP - Replace Dry Cooling Rooftop Unit	2020	0	0	0	0	30,000	0	0	0	0	0	30,000
FM-27-0016	City Hall - Remodel Council Chambers, Reception, Trophy Cases, Decorative Woodwork	2020	0	0	0	0	350,000	0	0	0	0	0	350,000
FM-27-0018	Maintenance Facility - Bi-fold Door Replacement	2022	0	0	0	0	120,000	0	0	0	0	0	120,000
FM-28-0001	Zachary WTP - Replace electrical panels/switch gear servicing the facility	2020	0	0	0	0	0	130,000	0	0	0	0	130,000
FM-28-0003	City Hall - Replace Reheat Coil Units	2020	0	0	0	0	0	180,000	0	0	0	0	180,000
FM-28-0004	Maintenance Facility - Office Side Rooftop unit 1	2020	0	0	0	0	0	100,000	0	0	0	0	100,000
FM-28-0005	Public Safety - Replace bi-fold garage doors	2023	0	0	0	0	0	150,000	0	0	0	0	150,000
FM-29-0001	Central WTP - Replace Roof	2020	0	0	0	0	0	0	160,000	0	0	0	160,000
FM-29-0002	City Hall - Replace Ceiling Tiles	2020	0	0	0	0	0	0	100,000	0	0	0	100,000
FM-29-0003	Maintenance Facility - Replace Wall Finishes	2020	0	0	0	0	0	0	40,000	0	0	0	40,000
FM-29-0004	City Hall - Replace Plumbing Fixtures	2020	0	0	0	0	0	0	90,000	0	0	0	90,000
FM-29-0005	Station 73 - Replace Standpipes and Repair Sprinkler System	2020	0	0	0	0	0	0	75,000	0	0	0	75,000
FM-29-0007	Public Safety - Replace Gutters and Downspouts	2020	0	0	0	0	0	0	62,000	0	0	0	62,000
FM-29-0008	Public Safety - Replace Thermostats and Controls	2020	0	0	0	0	0	0	200,000	0	0	0	200,000
FM-30-0001	City Hall - RTU # 4 (trane)	2022	0	0	0	0	0	0	0	75,000	0	0	75,000
FM-30-0002	Zachary WTP - Exhaust Fan Replacement	2022	0	0	0	0	0	0	0	75,000	0	0	75,000
FM-30-0003	Public Safety - RTU #7 and 8 Replacement	2022	0	0	0	0	0	0	0	250,000	0	0	250,000
FM-30-0004	Maintenance Facility - Mechanical Unit Heaters	2022	0	0	0	0	0	0	0	30,000	0	0	30,000
FM-30-0005	Public Safety - Exhaust Fans	2022	0	0	0	0	0	0	0	29,000	0	0	29,000
FM-30-0006	Public Safety - Water Softener	2022	0	0	0	0	0	0	0	35,000	0	0	35,000
FM-30-0007	City Hall - Roll Down Door replacement	2023	0	0	0	0	0	0	0	80,000	0	0	80,000

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FM-30-0008	Maintenance Facility - RTU 2 replacement	2023	0	0	0	0	0	0	0	300,000	0	0	300,000
FM-31-0001	Public Safety - Boiler Replacement	2022	0	0	0	0	0	0	0	0	300,000	0	300,000
FM-31-0002	Maintenance Facility - Mechanic Equipment	2022	0	0	0	0	0	0	0	0	45,000	0	45,000
FM-31-0003	Maintenance Facility - Interior Furnishes replacement	2022	0	0	0	0	0	0	0	0	75,000	0	75,000
FM-32-0001	City Hall - Replace 2 boilers	2023	0	0	0	0	0	0	0	0	0	400,000	400,000
FM-32-0002	Fire Station 2 - Replace washers and dryers	2023	0	0	0	0	0	0	0	0	0	10,000	10,000
FM-32-0003	Public Facilities Building Automation System	2023	0	0	0	0	0	0	0	0	0	75,000	75,000
FM-32-0004	PCC - Mech/Elec/Plumbing updates	2023	0	0	0	0	0	0	0	0	0	50,000	50,000
FM-32-0005	PCC - Exterior Repairs and Maintenance	2023	0	0	0	0	0	0	0	0	0	100,000	100,000
FM-32-0006	PCC - Interior Repair/Maintenance to Finishes	2023	0	0	0	0	0	0	0	0	0	100,000	100,000
FM-32-0007	Fire Station 2 - Exterior Repair and Maintenance	2023	0	0	0	0	0	0	0	0	0	75,000	75,000
FM-32-0008	Fire Station 2 - Interior Repair/Maintenance to Finishes	2023	0	0	0	0	0	0	0	0	0	50,000	50,000
FM-32-0009	Fire Station 2 - Mech/Elec/Plumbing updates	2023	0	0	0	0	0	0	0	0	0	40,000	40,000
FM-32-0010	Fire Station 3 - Exterior Repair and Maintenance	2023	0	0	0	0	0	0	0	0	0	75,000	75,000
FM-32-0011	Fire Station 3 - Interior Repair/Maintenance to Finishes	2023	0	0	0	0	0	0	0	0	0	50,000	50,000
FM-32-0012	Fire Station 3 - Mech/Elec/Plumbing updates	2023	0	0	0	0	0	0	0	0	0	40,000	40,000
FM-XX-9001	Seal Coating/Crack Sealing/Asphalt Repair	2004	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
FM-XX-9002	Misc. Concrete Replacement	2004	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
FM-XX-9003	Roof Inspections and Repairs	2014	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000
FM-XX-9004	Mechanical, Electrical, Plumbing	2023	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
FM-XX-9005	Door and Window repair/replacement - Citywide	2020	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
FM-XX-9006	Interior Flooring Repair/Replacement	2023	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000

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FM-XX-9007	Exterior Maintenance to City buildings	2023	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Total: Central Services - Public Facilities			**$2,315,000**	**$900,000**	**$3,440,000**	**$2,788,000**	**$1,755,000**	**$800,000**	**$1,067,000**	**$1,114,000**	**$660,000**	**$1,305,000**	**$16,144,000**
Sewer													
SS-23-0001	Bass Lake Lift Station Pump Replacements	2019	250,000	0	0	0	0	0	0	0	0	0	250,000
SS-23-0002	Mission Farm Lift Station Equipment Replacement	2022	400,000	300,000	0	0	0	0	0	0	0	0	700,000
SS-24-0001	Lancaster Lift Station Electrical Renovation	2022	0	1,100,000	400,000	0	0	0	0	0	0	0	1,500,000
SS-25-0001	Mission Farm Lift Station Electrical Renovation	2022	0	50,000	1,050,000	0	0	0	0	0	0	0	1,100,000
SS-XX-9001	Line Sanitary Sewer Main: Annual Program	2002	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,200,000	1,200,000	1,200,000	11,100,000
SS-XX-9002	Trunk Sewer Oversizing	2004	100,000	100,000	0	0	0	0	0	0	0	0	200,000
SS-XX-9003	Future Lift Station Improvements	2020	0	0	150,000	560,000	250,000	150,000	1,000,000	1,000,000	150,000	150,000	3,410,000
Total: Sewer			**$1,750,000**	**$2,550,000**	**$2,700,000**	**$1,660,000**	**$1,350,000**	**$1,250,000**	**$2,100,000**	**$2,200,000**	**$1,350,000**	**$1,350,000**	**$18,260,000**
Street Maintenance													
ST-12-0002	Nathan Lane & CR 10 Intersection	2008	0	0	500,000	0	0	0	0	0	0	0	500,000
ST-17-0002	Hamel Road Frontage Road Connection	2016	1,600,000	0	0	0	0	0	0	0	0	0	1,600,000
ST-17-0003	54th Avenue from Peony Lane to CSAH 101	2016	0	0	0	250,000	3,000,000	0	0	0	0	0	3,250,000
ST-20-0001	Juneau Lane from Hampton Hills to 59th Avenue	2016	0	0	0	0	0	0	500,000	2,400,000	0	0	2,900,000
ST-20-0002	CR 9 at TH 169 Bridge Replacement	2019	1,150,000	0	0	0	0	0	0	0	0	0	1,150,000
ST-20-0003	36th Ave from Pilgrim Ln to TH 169	2020	0	500,000	5,500,000	0	0	0	0	0	0	0	6,000,000
ST-23-0001	2023 City Center Pavement Rehabilitation	2020	6,800,000	0	0	0	0	0	0	0	0	0	6,800,000
ST-23-0002	Chankahda Trail Reconstruction - Phase 2 (Peony to Vicksburg)	2022	9,550,000	0	0	0	0	0	0	0	0	0	9,550,000
ST-23-0003	Station 73 Transit and Eagle Lake to Bryant Lake Regional Trail Improvement Project	2022	6,500,000	5,000,000	0	0	0	0	0	0	0	0	11,500,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
ST-23-0004	Hwy 55 Pavement Preservation Project	2022	100,000	100,000	0	0	0	0	0	0	0	0	200,000
ST-23-0005	Lancaster & Pilgrim Intersection and Stormwater Improvements	2022	1,400,000	0	0	0	0	0	0	0	0	0	1,400,000
ST-23-0006	Vicksburg Lane Landscaping Improvements	2023	1,500,000	0	0	0	0	0	0	0	0	0	1,500,000
ST-23-0007	Four Seasons Mall Site Demolition	2023	1,500,000	0	0	0	0	0	0	0	0	0	1,500,000
ST-24-0001	Hwy 55 at Vicksburg Lane Signal Replacement Project	2020	0	295,000	0	0	0	0	0	0	0	0	295,000
ST-24-0002	Chankahda Trail Reconstruction - Phase 3 (Vicksburg to CR 61)	2022	0	13,500,000	0	0	0	0	0	0	0	0	13,500,000
ST-24-0003	Plymouth Blvd Rehabilitation	2023	70,000	3,980,000	3,500,000	0	0	0	0	0	0	0	7,550,000
ST-25-0002	36th Ave at TH 169 Bridge Replacement	2021	0	500,000	3,000,000	0	0	0	0	0	0	0	3,500,000
ST-26-0002	36th Avenue Rehabilitation	2023	0	0	500,000	3,500,000	0	0	0	0	0	0	4,000,000
ST-27-0001	Station 73 Transit Mobility Hub Improvements	2023	0	0	2,500,000	1,500,000	0	0	0	0	0	0	4,000,000
ST-XX-9001	Annual Street Reconstruction	2012	9,225,000	4,600,000	3,350,000	4,750,000	3,650,000	9,700,000	7,850,000	10,250,000	7,850,000	9,200,000	70,425,000
ST-XX-9002	Mill & Overlay Projects	2005	2,300,000	1,200,000	1,500,000	2,300,000	1,700,000	1,600,000	1,450,000	1,450,000	1,750,000	2,450,000	17,700,000
ST-XX-9003	Replace Retaining Walls	2005	100,000	100,000	115,000	115,000	115,000	115,000	115,000	130,000	130,000	130,000	1,165,000
ST-XX-9005	Full Depth Reclamation (FDR) Project	2019	4,700,000	4,000,000	1,900,000	500,000	4,200,000	3,250,000	4,250,000	4,000,000	4,000,000	4,000,000	34,800,000
ST-XX-9006	Traffic Signal Improvements	2020	0	50,000	300,000	50,000	50,000	0	50,000	300,000	0	0	800,000
ST-XX-9007	Concrete Sidewalk Replacement	2007	75,000	0	0	300,000	0	0	75,000	75,000	75,000	0	600,000
ST-XX-9008	Crash Reduction & Safety Improvement Project	2021	100,000	0	0	0	0	0	0	0	0	0	100,000
Total: Street Maintenance			**$46,670,000**	**$33,825,000**	**$22,665,000**	**$13,265,000**	**$12,715,000**	**$14,665,000**	**$14,290,000**	**$18,605,000**	**$13,805,000**	**$15,780,000**	**$206,285,000**
Water													
WA-22-9003	Zachary WTP Coatings Rehabilitation - Phase 2	2023	955,000	0	0	0	0	0	0	0	0	0	955,000
WA-23-0001	Zachary WTP Plate Settler Plant Expansion	2022	250,000	2,250,000	1,000,000	0	0	0	0	0	0	0	3,500,000
WA-XX-9001	Well Refurbishing	2003	640,000	320,000	330,000	345,000	510,000	530,000	540,000	540,000	365,000	380,000	4,500,000
WA-XX-9002	Trunk Watermain Oversizing	2004	100,000	100,000	0	0	0	0	0	0	0	0	200,000
WA-XX-9003	Treatment Plant Refurbishing	2019	50,000	50,000	175,000	561,000	827,000	595,000	595,000	309,000	235,000	210,000	3,607,000

City of Plymouth
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Projects by Department

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
WA-XX-9004	Water Storage Facility Improvements	2020	235,000	0	0	125,000	75,000	0	0	0	150,000	0	585,000
WA-XX-9005	Trunk Watermain Lining Program	2022	75,000	2,300,000	75,000	2,250,000	0	75,000	2,250,000	0	75,000	0	7,100,000
Total: Water			**$2,305,000**	**$5,020,000**	**$1,580,000**	**$3,281,000**	**$1,412,000**	**$1,200,000**	**$3,385,000**	**$849,000**	**$825,000**	**$590,000**	**$20,447,000**
Water Resources													
WR-15-0004	Chelsea Woods Drainage - Weston Ln. to CR 6	2014	500,000	0	0	0	0	0	0	0	0	0	500,000
WR-16-0001	Weston Lane Storm Sewer Lift Station Rehab.	2013	50,000	0	0	0	0	0	0	0	0	0	50,000
WR-19-0001	19th Avenue/Dunkirk Lane Pond Improvement	2016	50,000	250,000	0	0	0	0	0	0	0	0	300,000
WR-20-0001	Maple Creek Stream Restoration	2016	450,000	0	0	0	0	0	0	0	0	0	450,000
WR-20-0006	Courts/Fields of Nantarre Drainage Improvement	2018	100,000	0	0	0	0	0	0	0	0	0	100,000
WR-21-0002	Palmer Creek Estates Stream Restoration	2017	400,000	0	0	0	0	0	0	0	0	0	400,000
WR-21-0003	Ponderosa Woods Stream Restoration	2017	75,000	400,000	0	0	0	0	0	0	0	0	475,000
WR-21-0006	Parkers Lake Chloride Reduction Project	2020	300,000	0	0	0	0	0	0	0	0	0	300,000
WR-22-0001	Bass Lake Estates 2nd Addition Stream Restoration	2019	400,000	0	0	0	0	0	0	0	0	0	400,000
WR-22-0003	Storm Sewer Outfall Repair Projects	2023	600,000	100,000	0	0	0	0	0	0	0	0	700,000
WR-22-0004	Four Seasons Mall Water Quality Improvements	2023	1,500,000	0	0	0	0	0	0	0	0	0	1,500,000
WR-22-0005	Plymouth Creek Bank Repairs	2023	100,000	0	0	0	0	0	0	0	0	0	100,000
WR-25-0001	Plymouth Creek Stream Restoration – Dunkirk to PIC	2014	0	0	0	1,000,000	1,000,000	0	0	0	0	0	2,000,000
WR-25-0002	West Medicine Lake Pond Maintenance	2022	0	0	500,000	0	0	0	0	0	0	0	500,000
WR-XX-9001	Maintain Water Quality Ponds	2002	150,000	150,000	150,000	200,000	200,000	200,000	250,000	250,000	250,000	300,000	2,100,000
WR-XX-9002	Unspecified Drainage Improvement	2004	0	100,000	200,000	200,000	200,000	200,000	200,000	300,000	300,000	300,000	2,000,000
WR-XX-9003	BCWMC Water Quality, Channel, and Basin Improvements	2020	0	0	0	75,000	500,000	75,000	500,000	75,000	500,000	0	1,725,000

City of Plymouth
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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
WR-XX-9004	Future Water Quality Improvement Projects	2020	0	0	0	1,000,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,500,000	8,750,000
WR-XX-9005	Future Lift Station Improvements	2022	0	0	0	0	0	0	0	280,000	180,000	320,000	780,000
Total: Water Resources			**$4,675,000**	**$1,000,000**	**$850,000**	**$2,475,000**	**$3,150,000**	**$1,725,000**	**$2,200,000**	**$2,155,000**	**$2,480,000**	**$2,420,000**	**$23,130,000**
TOTAL: PUBLIC WORKS			**$58,844,124**	**$45,208,050**	**$33,412,400**	**$26,753,800**	**$21,675,500**	**$22,734,000**	**$26,222,000**	**$27,849,900**	**$21,349,300**	**$23,269,000**	**$307,318,074**
GRAND TOTAL			**$61,698,140**	**$55,733,050**	**$36,657,400**	**$29,453,800**	**$26,965,500**	**$24,864,000**	**$29,942,000**	**$30,544,900**	**$23,159,300**	**$23,269,000**	**$342,287,090**

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Bonds													
ST-23-0002	Chankahda Trail Reconstruction - Phase 2 (Peony to Vicksburg)	2022	3,550,000	0	0	0	0	0	0	0	0	0	3,550,000
ST-24-0002	Chankahda Trail Reconstruction - Phase 3 (Vicksburg to CR 61)	2022	0	13,500,000	0	0	0	0	0	0	0	0	13,500,000
Total: Bonds			**$3,550,000**	**$13,500,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$17,050,000**
Central Equipment													
CE-15-0205	Remote Sheepsfoot Trench Compactor	2012	0	0	0	45,000	0	0	0	0	0	0	45,000
CE-20-0239	2005 Air Compressor	2016	0	31,000	0	0	0	0	0	0	0	0	31,000
CE-21-0302	1996 350 Kw Generator on Wheels	2017	0	0	100,000	0	0	0	0	0	0	0	100,000
CE-21-0304	2006 Dozer	2017	0	235,000	0	0	0	0	0	0	0	0	235,000
CE-21-5010	2010 Crew Cab 4x4	2017	36,000	0	0	0	0	0	0	0	0	0	36,000
CE-22-5017	3/4 Ton Pickup with Plow	2018	39,300	0	0	0	0	0	0	0	0	0	39,300
CE-22-5018	One Ton 4X4 with Plow	2018	43,400	0	0	0	0	0	0	0	0	0	43,400
CE-22-5024	Mower 16' 2014	2018	119,000	0	0	0	0	0	0	0	0	0	119,000
CE-23-0373	2013 4x4 Extended Cab Pickup	2019	35,800	0	0	0	0	0	0	0	0	0	35,800
CE-23-10XX	Police Car Up-Fitting (7)	2023	125,000	0	0	0	0	0	0	0	0	0	125,000
CE-23-17XX	Public Safety Vehicle Up-fitting	2023	25,000	0	0	0	0	0	0	0	0	0	25,000
CE-23-2014	2013 Ford Pick up with plow	2019	46,500	0	0	0	0	0	0	0	0	0	46,500
CE-23-3048	2013 Bobcat S630 Skidsteer	2019	51,000	51,000	0	0	0	0	0	0	0	0	102,000
CE-23-5020	MacLean MV2 Sidewalk Machine	2019	185,000	0	0	0	0	0	0	0	0	0	185,000
CE-23-5022	2013 Toro GM 360 mower blower broom	2019	79,500	0	0	0	0	0	0	0	0	0	79,500
CE-23-6045	2013 Smithco Field Painter	2019	0	21,500	0	0	0	0	0	0	0	0	21,500
CE-24-0202	2006 Cat Loader with plow and wing	2020	0	350,000	0	0	0	0	0	0	0	0	350,000
CE-24-1000	Police Cars (7)	2020	0	0	126,000	0	0	0	0	0	0	0	126,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-24-17XX	Public Safety Vehicle Up-fitting (4)	2023	0	25,000	0	0	0	0	0	0	0	0	25,000
CE-24-2020	2014 Ford F-350 4x4 with plow	2020	0	44,300	0	0	0	0	0	0	0	0	44,300
CE-24-2023	2014 Truck mounted heated Asphalt patch unit	2020	0	87,000	87,000	0	0	0	0	0	0	0	174,000
CE-24-3025	2004 Atlas Copco Generator 52 Kw	2020	0	27,000	27,000	0	0	0	0	0	0	0	54,000
CE-24-3045	2012 Big Tow Skid Steer Trailer 20" deck 18,200lb	2020	0	13,700	0	13,700	0	0	0	0	0	0	27,400
CE-24-3059	2014 Multi terrain Loader Tracked Skid Cat 287D	2020	0	94,400	0	94,400	0	0	0	0	0	0	188,800
CE-24-4004	2014 1/2 Ton 4x4 GMC PU Engineering	2020	0	34,500	0	0	0	0	0	0	0	0	34,500
CE-24-5021	MacLean MV2 Sidewalk Machine	2020	0	211,000	0	0	0	0	0	0	0	0	211,000
CE-24-5025	2014 Ford SUV Escape	2020	0	32,700	0	32,700	0	0	0	0	0	0	65,400
CE-24-5027	Bob Cat All Steer Skid Steer A770 2013	2020	0	66,850	0	0	0	0	0	0	0	0	66,850
CE-24-5028	2014 Chev 4x4 Pick up	2020	0	44,200	0	0	0	0	0	0	0	0	44,200
CE-24-5030	2014 ABI Field Groomer	2020	0	26,300	0	0	0	0	0	0	0	0	26,300
CE-24-6070	2014 Pro Core deep Aerator SR72	2020	0	32,000	0	0	0	0	0	0	0	0	32,000
CE-24-6085	2016 Vermeer BC 1800XL015 wood chipper	2017	0	88,000	0	0	0	0	0	0	0	0	88,000
CE-25-0035	Medium Duty Fire Rescue Truck	2021	0	0	360,000	0	0	0	0	0	0	0	360,000
CE-25-0376	2015 Chevrolet Silverado 4x4 Pickup w/plow	2021	0	0	53,500	0	0	0	0	0	0	0	53,500
CE-25-0377	2015 Lift Station Truck with F-550 chassis	2017	0	0	104,000	0	0	0	0	0	0	0	104,000
CE-25-0379	2015 Chevrolet Pickup 4x4 w/Utility box	2021	0	0	59,500	0	0	0	0	0	0	0	59,500
CE-25-1000	Police Cars (7)	2020	0	0	126,000	0	0	0	0	0	0	0	126,000
CE-25-1718	2015 Black Ford Taurus Investigation	2021	0	0	36,000	0	0	0	0	0	0	0	36,000
CE-25-2027	2015 Chev Pick up 4x4 with plow	2021	0	0	48,000	0	0	0	0	0	0	0	48,000
CE-25-2028	2015 Chevrolet Pickup 4x4 w/ plow	2021	0	0	48,000	0	0	0	0	0	0	0	48,000
CE-25-4005	2015 White Colorado Bldg div	2021	0	0	36,000	0	0	0	0	0	0	0	36,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-25-4006	2016 Chev Colorado, Bld Inspections	2017	0	0	36,000	0	0	0	0	0	0	0	36,000
CE-25-5031	2015 Chevrolet Silverado 4 door 4x4 Pickup Truck	2021	0	0	44,700	0	0	0	0	0	0	0	44,700
CE-25-5032	2015 Ford Focus Hatchback car	2021	0	0	26,000	0	0	0	0	0	0	0	26,000
CE-25-5033	2015 Tool Cat G series	2021	75,000	0	0	0	0	0	0	0	0	0	75,000
CE-25-5034	2015 Multi Purpose Tractor 5610 Tool Cat	2017	60,700	0	0	0	0	0	0	0	0	0	60,700
CE-25-5035	2015 T-650 Tracked Bobcat Skid Steer	2021	0	0	77,000	0	0	0	0	0	0	0	77,000
CE-25-5036	Toro GM 7210 Mower, blower polar tracks	2017	0	0	71,000	0	0	0	0	0	0	0	71,000
CE-25-5037	2015 Mower with blower Toro GM 7210 with Polar tracks	2017	0	0	70,000	0	0	0	0	0	0	0	70,000
CE-25-5038	2015 Groomer Rake Toro Model 8750 Pro Sand 5040	2017	0	0	37,000	0	0	0	0	0	0	0	37,000
CE-25-5052	2017 Ground Master Mower	2022	0	0	130,000	0	0	0	0	0	0	0	130,000
CE-25-6136	2020 GPS Robot Sprayer	2022	0	0	44,000	0	0	0	0	0	0	0	44,000
CE-26-0051	E-21 Engine Pumper for Duty Crew	2017	0	0	0	640,000	0	0	0	0	0	0	640,000
CE-26-0053	2016 Ford Expedtion used by Fire Chief	2017	0	0	0	57,500	0	0	0	0	0	0	57,500
CE-26-0054	2016 Ford Expedtion	2017	0	0	0	58,000	0	0	0	0	0	0	58,000
CE-26-0290	2014 Mack Tandem with plow etc.	2022	0	0	0	365,000	0	0	0	0	0	0	365,000
CE-26-0291	2015 Mack Tandem, with snow equip	2022	0	0	0	365,000	0	0	0	0	0	0	365,000
CE-26-0292	2014 Single Axle dump with Swap Loader Hook	2022	0	301,600	0	0	0	0	0	0	0	0	301,600
CE-26-0305	2001 Onan 350 Kw Generator on Trailer	2022	0	0	0	115,000	0	0	0	0	0	0	115,000
CE-26-0374	2014 Drainage crew truck	2022	165,000	0	0	0	0	0	0	0	0	0	165,000
CE-26-0381	2016 GMC Sierra 1/2 ton 4x4 double cab Sr Eng Tech	2017	0	0	0	0	35,500	0	0	0	0	0	35,500
CE-26-0382	2016 GMC with Utility Body for Hyd Maint	2017	0	0	0	61,000	0	0	0	0	0	0	61,000
CE-26-051	2015 Engine Pumper	2022	0	0	0	630,000	0	0	0	0	0	0	630,000
CE-26-0789	Nilfisk Advance CS7000 Floor Sweeper/ Scrubber	2017	0	0	0	68,000	0	0	0	0	0	0	68,000
CE-26-1723	PD SUV Investigation	2021	0	0	0	48,000	0	0	0	0	0	0	48,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-26-2008	2008 24' trailer with 6' ramps for Paver	2022	0	0	0	35,000	0	0	0	0	0	0	35,000
CE-26-2038	2016 Carlson CP100 Asphalt Paver	2017	0	0	0	270,000	0	0	0	0	0	0	270,000
CE-26-2046	Pavement Melter	2020	0	0	0	59,000	0	0	0	0	0	0	59,000
CE-26-3060	Mini Excavator Case CX318 2014	2022	0	0	0	56,000	0	0	0	0	0	0	56,000
CE-26-4007	2016 Colorado, Bld inspections	2017	0	0	0	37,000	0	0	0	0	0	0	37,000
CE-26-4008	2016 Colorado Pick up--Bld inspections	2017	0	0	0	37,000	0	0	0	0	0	0	37,000
CE-26-5039	2016 F-350 Ford pick with plow	2017	0	0	0	50,000	0	0	0	0	0	0	50,000
CE-26-5040	F-350 Ford Pick up with plow	2017	0	0	0	49,500	0	0	0	0	0	0	49,500
CE-26-5042	JD Gator Groomer and Rake	2020	0	0	0	27,000	0	0	0	0	0	0	27,000
CE-26-5045	2017 Toro GM 7210 D Zero turn	2020	0	0	0	0	71,500	0	0	0	0	0	71,500
CE-27-0052	2015 Ford F-150 Pick Up Utility 31	2017	0	0	55,000	0	0	0	0	0	0	0	55,000
CE-27-0293	2016 Tandem Truck with Plow	2023	0	0	0	0	360,000	0	0	0	0	0	360,000
CE-27-0378	2016 T880 Kenworth Truck Tractor	2023	0	0	0	0	0	0	190,000	0	0	0	190,000
CE-27-0384	2017 GMC 2500 Sierra Double Cab 4x4	2023	0	0	0	0	41,000	0	0	0	0	0	41,000
CE-27-0385	2017 GMC 2500 Sierra Double Cab 4x4	2023	0	0	0	0	46,000	0	0	0	0	0	46,000
CE-27-0386	2017 GMC 1500 Sierra Double Cab 4x4	2023	0	0	0	0	37,000	0	0	0	0	0	37,000
CE-27-1000	Police Cars (7)	2020	0	0	0	0	126,000	0	0	0	0	0	126,000
CE-27-2053	2017 Bobcat S770 Skid Steer	2020	0	0	0	0	57,000	0	0	0	0	0	57,000
CE-27-2054	2017 Bobcat S770 Skid Steer	2020	0	0	0	0	57,000	0	0	0	0	0	57,000
CE-27-3067	2015 Low Boy Trailer Towmaster T-100DTG	2017	0	0	0	0	0	0	120,000	0	0	0	120,000
CE-27-3068	2015 Side Dup'r trailer 25 yard	2023	0	0	0	0	66,000	0	0	0	0	0	66,000
CE-27-4009	2017 Chevy Colorado	2022	0	0	0	0	36,000	0	0	0	0	0	36,000
CE-27-4010	2017 Chevy Colorado	2022	0	0	0	0	36,000	0	0	0	0	0	36,000
CE-27-4011	2017 Chevy Colorado	2022	0	0	0	0	36,000	0	0	0	0	0	36,000
CE-27-5044	2017 Ford F-350 4x4 with plow	2017	0	0	0	0	49,500	0	0	0	0	0	49,500
CE-27-5045	Toro GM 7210 Mower, blower polar tracks Broom	2017	0	0	0	71,000	0	0	0	0	0	0	71,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-27-5048	2017 F-350 Truck	2022	0	0	0	0	50,000	0	0	0	0	0	50,000
CE-27-5049	2017 Ford F-350 Truck	2022	0	0	0	0	50,000	0	0	0	0	0	50,000
CE-27-5055	2017 Isuzu Garbage Truck	2020	0	0	0	0	139,000	0	0	0	0	0	139,000
CE-28-0294	2017 Mack Tandem dump truck	2017	0	0	0	0	0	355,000	0	0	0	0	355,000
CE-28-0295	2017 Mack Tandem dump truck	2017	0	0	0	0	0	355,000	0	0	0	0	355,000
CE-28-0380	2017 Kenworth with B-10 Aquatech Jetter/Vac truck	2017	0	0	0	0	0	520,000	0	0	0	0	520,000
CE-28-0383	2017 GMC Sierra Reg Cab 4x2	2023	0	0	0	0	0	46,000	0	0	0	0	46,000
CE-28-1000	Police Cars (7)	2020	0	0	0	0	0	145,000	0	0	0	0	145,000
CE-28-2018	Falls 12' Snowplow 10' wing	2024	0	0	0	0	0	56,000	0	0	0	0	56,000
CE-28-2019	2013 Case Wheel Loader 721F	2017	0	0	0	0	0	265,000	0	0	0	0	265,000
CE-28-2037	2016 Stepp 4 yrd hot box for asphalt with F-750 Chassis	2017	0	0	0	0	0	195,000	0	0	0	0	195,000
CE-28-2056	Street Sweeper	2020	0	0	0	0	0	290,000	0	0	0	0	290,000
CE-28-2065	Street Sweeper	2020	0	0	0	0	0	290,000	0	0	0	0	290,000
CE-28-389	2018 F550 4x4 dump	2022	0	0	0	0	0	86,000	0	0	0	0	86,000
CE-28-4012	2018 Ford F-150	2022	0	0	0	0	0	41,000	0	0	0	0	41,000
CE-28-5023	Cat Loader 908H2	2024	0	0	0	0	0	149,000	0	0	0	0	149,000
CE-28-5043	2017 Ford F-450	2023	0	0	0	0	0	87,000	0	0	0	0	87,000
CE-28-5058	F150 Pickup 4x4	2020	0	0	0	0	0	37,000	0	0	0	0	37,000
CE-28-6104	Vermeer Wood chipper	2020	0	0	0	0	0	98,000	0	0	0	0	98,000
CE-28-6133	2020 Trimax Mower	2022	0	0	0	0	0	52,000	0	0	0	0	52,000
CE-28-6134	2020 mower/mulcher	2022	0	0	0	0	0	27,000	0	0	0	0	27,000
CE-29-0047	2014 Explorer Fire Dept	2025	0	58,000	0	0	0	0	0	0	0	0	58,000
CE-29-0049	Fire Mini-Pumper	2021	0	0	0	0	0	0	450,000	0	0	0	450,000
CE-29-0296	2018 Mack GU Single Axle	2023	0	0	0	0	0	0	330,000	0	0	0	330,000
CE-29-0297	2018 Mack GU713 Tandem Axle	2023	0	0	0	0	0	0	350,000	0	0	0	350,000
CE-29-2039	Ford F-450 contractor box 2017 model	2017	0	0	0	0	0	0	76,000	0	0	0	76,000
CE-29-2051	2017 Msaba Conveyor	2022	0	0	0	0	0	0	68,000	0	0	0	68,000
CE-29-2076	2019 Cat Asphalt roller	2022	0	0	0	0	0	0	68,000	0	0	0	68,000
CE-29-3061	XQ 30KW Portable Generator	2025	0	0	0	0	0	0	36,000	0	0	0	36,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-29-390	2019 F550 Truck Dump and Lift Gate Body	2022	0	0	0	0	0	0	91,000	0	0	0	91,000
CE-29-391	2019 Freightliner M2 - Jetter	2022	0	0	0	0	0	0	277,000	0	0	0	277,000
CE-29-392	2019 F250 Truck w/ Snow plow	2022	0	0	0	0	0	0	52,000	0	0	0	52,000
CE-29-394	2019 TV Van - Utilities	2022	0	0	0	0	0	0	308,000	0	0	0	308,000
CE-29-4014	2019 Ford Fusion (pool car)	2021	0	0	0	0	0	0	26,000	0	0	0	26,000
CE-29-4015	2019 Ford Fusion (pool car)	2021	0	0	0	0	0	0	26,000	0	0	0	26,000
CE-29-5043	2017 F-450 One ton contractor box	2017	0	0	0	0	0	0	86,000	0	0	0	86,000
CE-29-5046	Sidewalk Machine	2020	0	0	0	0	0	0	215,000	0	0	0	215,000
CE-29-5047	2017 Ford F550 Truck	2022	0	0	0	0	0	0	93,000	0	0	0	93,000
CE-29-5050	2017 Ford F-550 box and lift gate	2022	0	0	0	0	0	0	175,000	0	0	0	175,000
CE-29-5051	2017 Ford F-450 with box and lift gate	2022	0	0	0	0	0	0	77,000	0	0	0	77,000
CE-29-5053	2017 Kubota RTV	2022	0	0	0	0	0	0	26,000	0	0	0	26,000
CE-29-5060	2018 Ford F150 4x4 Super Cab 6.5 Box	2023	0	0	0	0	0	0	40,000	0	0	0	40,000
CE-30-0048	Fire Engine Pumper	2021	0	0	0	0	0	0	0	920,000	0	0	920,000
CE-30-1728	Police SRO Truck	2021	0	0	0	0	0	0	0	60,000	0	0	60,000
CE-30-1730	Police SUV	2021	0	0	0	0	0	0	0	44,000	0	0	44,000
CE-30-2030	2015 Asphalt Tack oil distributor with F-750 Chassis	2017	0	0	0	0	0	0	0	250,000	0	0	250,000
CE-30-2072	2019 F-550 Truck with Crew cab	2022	0	0	0	0	0	0	0	80,000	0	0	80,000
CE-30-2080	2020 Chevy Silverado	2022	0	0	0	0	0	0	0	55,000	0	0	55,000
CE-30-2085	2020 Arrow Board	2022	0	0	0	0	0	0	0	26,000	0	0	26,000
CE-30-387	2019 Tandem Axle	2022	0	0	0	0	0	0	0	335,000	0	0	335,000
CE-30-388	2018 Tandem Axle	2022	0	0	0	0	0	0	0	261,000	0	0	261,000
CE-30-395	2020 Chevy Truck	2022	0	0	0	0	0	0	0	50,000	0	0	50,000
CE-30-4016	2020 Chevy Truck	2021	0	0	0	0	0	0	0	35,000	0	0	35,000
CE-30-4017	2020 Ford Ranger	2021	0	0	0	0	0	0	0	36,000	0	0	36,000
CE-30-5054	2018 International Single Axle Truck	2022	0	0	0	0	0	0	0	207,000	0	0	207,000
CE-30-5057	F550 Ford 4x4 Reg. Cab	2023	0	0	0	0	0	0	0	94,900	0	0	94,900

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-30-5061	F250 4x4 2019 Super Cab Ford Pickup	2023	0	0	0	0	0	0	0	54,600	0	0	54,600
CE-30-5062	F250 4x4 2019 Super Cab Ford Pickup	2023	0	0	0	0	0	0	0	52,000	0	0	52,000
CE-30-5066	2019 F-550 Ford Reg. Cab	2023	0	0	0	0	0	0	0	82,300	0	0	82,300
CE-30-5069	2020 Toro Zero Turn	2021	0	0	0	0	0	0	0	45,000	0	0	45,000
CE-30-5070	2020 Toro Zero Turn	2021	0	0	0	0	0	0	0	45,000	0	0	45,000
CE-30-5071	2020 F-150 1/2 Ton	2021	0	0	0	0	0	0	0	42,000	0	0	42,000
CE-30-5072	2019 Cargo Van	2021	0	0	0	0	0	0	0	41,000	0	0	41,000
CE-30-5074	2020 Chevy Silverado Crew Cab 1 Ton	2023	0	0	0	0	0	0	0	54,200	0	0	54,200
CE-30-5075	2020 Chevy Silverado Crew Cab 1 Ton	2023	0	0	0	0	0	0	0	56,900	0	0	56,900
CE-31-0042	2011 Ford F-350 4x4 Grass Rig	2027	0	0	0	0	0	0	0	0	66,000	0	66,000
CE-31-0298	2019 Mack GR64F Tandem Axle	2023	0	0	0	0	0	0	0	0	350,000	0	350,000
CE-31-0299	2019 Mack GR64F Tandem Axle	2023	0	0	0	0	0	0	0	0	350,000	0	350,000
CE-31-0396	2021 John Deere 710L	2023	0	0	0	0	0	0	0	0	230,000	0	230,000
CE-31-0791	Shop Lift-drive on 14,000 lbs. Capacity with jacks	2023	0	0	0	0	0	0	0	0	24,400	0	24,400
CE-31-2057	2019 Mack GR42F Single Axle	2023	0	0	0	0	0	0	0	0	380,000	0	380,000
CE-31-3075	2016 EH Trailer	2017	0	0	0	0	0	0	0	0	104,000	0	104,000
CE-31-4013	2019 Colorado	2023	0	0	0	0	0	0	0	0	38,000	0	38,000
CE-31-4018	2020 Chevrolet Bolt EV	2023	0	0	0	0	0	0	0	0	36,800	0	36,800
CE-31-4019	2021 Chevrolet Bolt EV	2023	0	0	0	0	0	0	0	0	34,600	0	34,600
CE-31-5041	2016 John Deere 4066R Utility Tractor with snow blower	2017	0	0	0	0	0	0	0	0	110,000	0	110,000
CE-31-5067	2019 F-250 Ford Super Cab	2023	0	0	0	0	0	0	0	0	60,300	0	60,300
CE-31-5076	2021 Tractor 4066R	2023	0	0	0	0	0	0	0	95,400	0	0	95,400
CE-31-5079	2021 John Deere 624L Loader	2023	0	0	0	0	0	0	0	0	313,900	0	313,900
CE-31-7002	2021 Ford Transit Connect Cargo Van	2023	0	0	0	0	0	0	0	0	35,900	0	35,900
CE-32-2071	2020 Western Star 4700 SF	2023	0	0	0	0	0	0	0	0	0	312,000	312,000
CE-32-2074	2020 Western Star 4700 SF	2023	0	0	0	0	0	0	0	0	0	360,000	360,000
CE-32-2084	2020 Tymco 500X Street Sweeper	2023	0	0	0	0	0	0	0	0	0	425,000	425,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-32-2090	2022 Asphalt Planer	2022	0	0	0	0	0	0	0	0	0	36,000	36,000
CE-32-3078	2017 Wacker Dump Cart	2023	0	0	0	0	0	0	0	0	0	88,400	88,400
CE-32-3079	2018 PV350-D1W Pacific Tech	2023	0	0	0	0	0	0	0	0	0	62,800	62,800
CE-32-3082	2020 T-50 Trailer	2023	0	0	0	0	0	0	0	0	0	55,500	55,500
CE-32-4021	2019 Nissan Leaf EV	2023	0	0	0	0	0	0	0	0	0	33,800	33,800
CE-32-4022	2019 Nissan Leaf EV	2023	0	0	0	0	0	0	0	0	0	33,600	33,600
CE-32-4023	2020 Nissan Leaf EV	2023	0	0	0	0	0	0	0	0	0	33,600	33,600
CE-32-5063	2019 F-550 4x4 Ford Super Cab	2023	0	0	0	0	0	0	0	0	0	86,100	86,100
CE-32-5064	2020 F-550 Ford Reg. Cab	2023	0	0	0	0	0	0	0	0	0	86,000	86,000
CE-32-5065	2019 F-550 Ford Reg. Cab	2023	0	0	0	0	0	0	0	0	0	77,600	77,600
CE-32-5068	2020 John Deere 4066R Compact Utility Tractor	2023	0	0	0	0	0	0	0	0	0	91,100	91,100
CE-32-6095	2017 Turfco TRF 338 Spreader	2023	0	0	0	0	0	0	0	0	0	42,500	42,500
Total: Central Equipment			**$1,086,200**	**$1,875,050**	**$1,801,700**	**$3,284,800**	**$1,293,500**	**$3,094,000**	**$3,180,000**	**$3,022,300**	**$2,133,900**	**$1,824,000**	**$22,595,450**
Field House - Admin													
FH-23-0001	Field House Doors and Container Repair & Replacement	2019	75,000	0	0	0	0	0	0	0	0	0	75,000
FH-XX-9001	Dome & Turf Repair and Replacement	2020	0	700,000	0	0	0	0	0	700,000	0	0	1,400,000
FH-XX-9002	Fieldhouse Electrical & Mechanical	2020	0	0	0	250,000	0	0	0	250,000	0	0	500,000
FH-XX-9003	Fieldhouse Equipment	2020	0	0	30,000	0	0	0	0	0	0	0	30,000
Total: Field House - Admin			**$75,000**	**$700,000**	**$30,000**	**$250,000**	**$0**	**$0**	**$0**	**$950,000**	**$0**	**$0**	**$2,005,000**
General Fund													
CE-22-500X	Outdoor Artificial Turf Equipment	2020	0	0	100,000	0	0	0	0	0	0	0	100,000
CE-22-5024	Mower 16' 2014	2018	15,624	0	0	0	0	0	0	0	0	0	15,624
CE-23-500X	New Sidewalk Machine	2020	0	0	185,000	0	0	0	0	0	0	0	185,000
CE-25-5033	2015 Tool Cat G series	2021	12,000	0	0	0	0	0	0	0	0	0	12,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
CE-25-5034	2015 Multi Purpose Tractor 5610 Tool Cat	2017	15,300	0	0	0	0	0	0	0	0	0	15,300
Total: General Fund			**$42,924**	**$0**	**$285,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$327,924**
Ice Center - Admin													
IC-14-0003	Replace Ice Center Dehumidifier Desiccant Wheels	2013	0	0	0	0	50,000	0	65,000	0	0	0	115,000
IC-17-0001	Replace Ice Center Dasher Boards	2013	0	0	195,000	0	0	0	0	0	0	0	195,000
IC-20-0001	Replace Cooling Towers at Plymouth Ice Center	2016	0	0	0	150,000	0	0	0	0	160,000	0	310,000
IC-23-0001	Replace Ice Center Roof Top Air Handler	2013	0	0	0	125,000	0	0	0	0	150,000	0	275,000
IC-23-0002	PIC General Building Improvements	2019	260,000	100,000	100,000	0	0	0	0	75,000	0	0	535,000
IC-30-0001	Rupp Roof Air-Exchange	2021	0	0	0	0	0	0	0	110,000	0	0	110,000
IC-XX-9001	PIC Water Heaters	2020	0	0	0	0	50,000	0	0	0	0	0	50,000
IC-XX-9002	PIC Sound System	2020	0	110,000	0	0	0	80,000	0	0	0	0	190,000
IC-XX-9003	PIC Rubber Flooring	2020	0	0	0	0	90,000	0	60,000	0	0	0	150,000
IC-XX-9004	PIC Ice Resurfacers	2020	0	0	0	0	0	170,000	170,000	0	0	0	340,000
IC-XX-9006	PIC Scoreboards	2020	0	80,000	0	0	0	0	0	85,000	0	0	165,000
Total: Ice Center - Admin			**$260,000**	**$290,000**	**$295,000**	**$275,000**	**$190,000**	**$250,000**	**$295,000**	**$270,000**	**$310,000**	**$0**	**$2,435,000**
IT Systems													
IT-20-0003	Cisco UCS Compute Hardware	2020	39,300	0	0	0	0	0	0	0	0	0	39,300
IT-20-0004	Cohesity Backup	2020	34,716	0	0	0	0	0	0	0	0	0	34,716
Total: IT Systems			**$74,016**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$74,016**
Minnesota State Aid Fund													
ST-17-0003	54th Avenue from Peony Lane to CSAH 101	2016	0	0	0	250,000	1,900,000	0	0	0	0	0	2,150,000
ST-20-0002	CR 9 at TH 169 Bridge Replacement	2019	540,000	0	0	0	0	0	0	0	0	0	540,000
ST-20-0003	36th Ave from Pilgrim Ln to TH 169	2020	0	500,000	2,250,000	0	0	0	0	0	0	0	2,750,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
ST-23-0001	2023 City Center Pavement Rehabilitation	2020	1,200,000	0	0	0	0	0	0	0	0	0	1,200,000
ST-24-0001	Hwy 55 at Vicksburg Lane Signal Replacement Project	2020	0	295,000	0	0	0	0	0	0	0	0	295,000
ST-24-0003	Plymouth Blvd Rehabilitation	2023	0	1,200,000	0	0	0	0	0	0	0	0	1,200,000
ST-25-0002	36th Ave at TH 169 Bridge Replacement	2021	0	500,000	0	0	0	0	0	0	0	0	500,000
ST-XX-9005	Full Depth Reclamation (FDR) Project	2019	2,400,000	2,625,000	1,300,000	2,500,000	1,000,000	2,215,000	2,300,000	2,250,000	2,250,000	2,250,000	21,090,000
ST-XX-9006	Traffic Signal Improvements	2020	0	0	300,000	0	50,000	0	0	300,000	0	0	650,000
Total: Minnesota State Aid Fund			**$4,140,000**	**$5,120,000**	**$3,850,000**	**$2,750,000**	**$2,950,000**	**$2,215,000**	**$2,300,000**	**$2,550,000**	**$2,250,000**	**$2,250,000**	**$30,375,000**
Other Agency													
PR-15-0002	Parking Lot Repair/Replacement	2012	200,000	0	0	0	0	0	0	0	0	0	200,000
ST-23-0001	2023 City Center Pavement Rehabilitation	2020	600,000	0	0	0	0	0	0	0	0	0	600,000
ST-23-0006	Vicksburg Lane Landscaping Improvements	2023	1,050,000	0	0	0	0	0	0	0	0	0	1,050,000
ST-26-0002	36th Avenue Rehabilitation	2023	0	0	0	500,000	0	0	0	0	0	0	500,000
ST-27-0001	Station 73 Transit Mobility Hub Improvements	2023	0	0	0	0	500,000	0	0	0	0	0	500,000
ST-XX-9001	Annual Street Reconstruction	2012	300,000	0	0	0	0	0	0	0	0	0	300,000
Total: Other Agency			**$2,150,000**	**$0**	**$0**	**$500,000**	**$500,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,150,000**
Other Governmental Agency													
ST-17-0002	Hamel Road Frontage Road Connection	2016	710,000	0	0	0	0	0	0	0	0	0	710,000
ST-23-0002	Chankahda Trail Reconstruction - Phase 2 (Peony to Vicksburg)	2022	5,000,000	0	0	0	0	0	0	0	0	0	5,000,000
ST-23-0003	Station 73 Transit and Eagle Lake to Bryant Lake Regional Trail Improvement Project	2022	5,500,000	4,000,000	0	0	0	0	0	0	0	0	9,500,000
ST-26-0002	36th Avenue Rehabilitation	2023	0	0	0	500,000	0	0	0	0	0	0	500,000
ST-27-0001	Station 73 Transit Mobility Hub Improvements	2023	0	0	0	2,500,000	1,000,000	0	0	0	0	0	3,500,000
ST-XX-9001	Annual Street Reconstruction	2012	580,000	0	0	0	0	0	0	0	0	0	580,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
WA-23-0001	Zachary WTP Plate Settler Plant Expansion	2022	0	2,000,000	0	0	0	0	0	0	0	0	2,000,000
WR-22-0001	Bass Lake Estates 2nd Addition Stream Restoration	2019	250,000	0	0	0	0	0	0	0	0	0	250,000
Total: Other Governmental Agency			**$12,040,000**	**$6,000,000**	**$0**	**$3,000,000**	**$1,000,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$22,040,000**
Park Const Dedication Fees Fund													
PR-13-0001	Neighborhood Parks	2012	0	0	700,000	300,000	400,000	300,000	0	0	0	0	1,700,000
PR-14-0005	Northwest Greenway	2012	0	1,850,000	0	0	1,700,000	0	0	0	0	0	3,550,000
PR-16-0002	Park Lighting	2016	250,000	0	0	175,000	0	0	0	0	0	0	425,000
PR-20-0001	Playfield Land Development	2016	0	5,300,000	0	0	0	0	0	0	0	0	5,300,000
PR-23-0001	New Trails	2003	225,000	150,000	650,000	0	0	0	0	0	0	0	1,025,000
PR-23-0002	New Trails	2023	135,000	0	0	0	0	0	0	0	0	0	135,000
PR-29-0001	Outdoor Artificial Turf	2020	0	0	0	0	0	0	1,200,000	0	0	0	1,200,000
PR-XX-9005	Park Amenities & Facilities	2020	0	0	0	0	0	0	200,000	0	0	0	200,000
PR-XX-9006	Land Acquisition	2020	300,000	300,000	300,000	300,000	300,000	0	0	0	0	0	1,500,000
Total: Park Const Dedication Fees Fund			**$910,000**	**$7,600,000**	**$1,650,000**	**$775,000**	**$2,400,000**	**$300,000**	**$1,400,000**	**$0**	**$0**	**$0**	**$15,035,000**
Park Replacement Fund													
PR-07-0005	Replace Irrigation Systems	2003	0	0	400,000	275,000	0	0	0	0	400,000	0	1,075,000
PR-14-0003	Boardwalk replacement	2010	350,000	225,000	0	150,000	0	0	150,000	0	0	0	875,000
PR-14-0004	Tennis Court Repair	2012	0	0	0	0	0	0	0	475,000	0	0	475,000
PR-15-0002	Parking Lot Repair/Replacement	2012	300,000	0	0	0	0	0	0	0	0	0	300,000
PR-16-0002	Park Lighting	2016	0	0	0	0	0	480,000	0	0	0	0	480,000
PR-22-0001	Asset Renovation/Replacement	2022	0	100,000	0	0	0	0	0	0	0	0	100,000
PR-23-0003	Playground Replacement or Renovation	2006	250,000	500,000	270,000	300,000	400,000	350,000	375,000	350,000	350,000	0	3,145,000
PR-23-0004	Trail Repair	2003	400,000	500,000	400,000	500,000	500,000	600,000	500,000	500,000	500,000	0	4,400,000
PR-23-0005	Miscellaneous Park Improvements	2006	125,000	0	200,000	175,000	0	150,000	0	150,000	150,000	0	950,000
PR-XX-9007	Park Building Repair/Renovation	2020	0	0	0	0	1,300,000	0	1,000,000	0	100,000	0	2,400,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
ST-20-0002	CR 9 at TH 169 Bridge Replacement	2019	60,000	0	0	0	0	0	0	0	0	0	60,000
Total: Park Replacement Fund			**$1,485,000**	**$1,325,000**	**$1,270,000**	**$1,400,000**	**$2,200,000**	**$1,580,000**	**$2,025,000**	**$1,475,000**	**$1,500,000**	**$0**	**$14,260,000**
Public Facilities - Central Water Plant													
FM-25-0018	Central WTP - Exhaust Fans/Transfer Replacement	2022	0	0	160,000	0	0	0	0	0	0	0	160,000
FM-26-0009	Central WTP - Mechanical Replacements	2020	0	0	0	950,000	0	0	0	0	0	0	950,000
FM-26-0012	Central WTP - Installation of RTU	2022	0	0	0	400,000	0	0	0	0	0	0	400,000
FM-29-0001	Central WTP - Replace Roof	2020	0	0	0	0	0	0	160,000	0	0	0	160,000
Total: Public Facilities - Central Water Plant			**$0**	**$0**	**$160,000**	**$1,350,000**	**$0**	**$0**	**$160,000**	**$0**	**$0**	**$0**	**$1,670,000**
Public Facilities - City Hall													
FM-23-0004	City Hall - Landscaping Replacement	2020	60,000	0	0	0	0	0	0	0	0	0	60,000
FM-23-0007	City Hall - Replace Gutters and Downspouts	2020	42,000	0	0	0	0	0	0	0	0	0	42,000
FM-23-0008	City Hall - Elevator Replacement	2020	330,000	0	0	0	0	0	0	0	0	0	330,000
FM-24-0001	City Hall - Replace Kato-lite generator and supporting switch gear/panels	2020	0	195,000	0	0	0	0	0	0	0	0	195,000
FM-25-0004	City Hall - Replace and Repair Heated Concrete Sidewalk	2020	0	0	45,000	0	0	0	0	0	0	0	45,000
FM-25-0005	City Hall - Replace Vinyl Flooring	2020	0	0	30,000	0	0	0	0	0	0	0	30,000
FM-25-0012	City Hall - Courtyard Sidewalk Replacement	2023	0	0	40,000	0	0	0	0	0	0	0	40,000
FM-25-0013	City Hall - Landscape Rehab	2023	0	0	400,000	0	0	0	0	0	0	0	400,000
FM-26-0013	City Hall RTU 5 replacement	2023	0	0	0	250,000	0	0	0	0	0	0	250,000
FM-27-0002	City Hall - Replace/Update fire/security systems	2020	0	0	0	0	100,000	0	0	0	0	0	100,000
FM-27-0016	City Hall - Remodel Council Chambers, Reception, Trophy Cases, Decorative Woodwork	2020	0	0	0	0	350,000	0	0	0	0	0	350,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
FM-28-0003	City Hall - Replace Reheat Coil Units	2020	0	0	0	0	0	180,000	0	0	0	0	180,000
FM-29-0002	City Hall - Replace Ceiling Tiles	2020	0	0	0	0	0	0	100,000	0	0	0	100,000
FM-29-0004	City Hall - Replace Plumbing Fixtures	2020	0	0	0	0	0	0	90,000	0	0	0	90,000
FM-30-0001	City Hall - RTU # 4 (trane)	2022	0	0	0	0	0	0	0	75,000	0	0	75,000
FM-30-0007	City Hall - Roll Down Door replacement	2023	0	0	0	0	0	0	0	80,000	0	0	80,000
FM-32-0001	City Hall - Replace 2 boilers	2023	0	0	0	0	0	0	0	0	0	400,000	400,000
Total: Public Facilities - City Hall			**$432,000**	**$195,000**	**$515,000**	**$250,000**	**$450,000**	**$180,000**	**$190,000**	**$155,000**	**$0**	**$400,000**	**$2,767,000**
Public Facilities - Fire Station 1													
FM-23-0014	Fire Station 1 - Replace RTU's	2023	230,000	0	0	0	0	0	0	0	0	0	230,000
FM-24-0003	Fire Station 1 - Replace generator and switch gear	2023	0	200,000	0	0	0	0	0	0	0	0	200,000
FM-25-0003	Fire Station 1 - Roof Replacement	2020	0	0	75,000	0	0	0	0	0	0	0	75,000
FM-25-0009	Fire Station 1 - Replace Plumbing Finishes and Fixtures	2020	0	0	50,000	0	0	0	0	0	0	0	50,000
FM-26-0011	Fire Station 1 - Replace Makeup Air Unit	2020	0	0	0	30,000	0	0	0	0	0	0	30,000
FM-27-0004	Fire Station 1 - Fire/Security update	2020	0	0	0	0	50,000	0	0	0	0	0	50,000
Total: Public Facilities - Fire Station 1			**$230,000**	**$200,000**	**$125,000**	**$30,000**	**$50,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$635,000**
Public Facilities - Fire Station 2													
FM-32-0002	Fire Station 2 - Replace washers and dryers	2023	0	0	0	0	0	0	0	0	0	10,000	10,000
FM-32-0007	Fire Station 2 - Exterior Repair and Maintenance	2023	0	0	0	0	0	0	0	0	0	75,000	75,000
FM-32-0008	Fire Station 2 - Interior Repair/Maintenance to Finishes	2023	0	0	0	0	0	0	0	0	0	50,000	50,000
FM-32-0009	Fire Station 2 - Mech/Elec/Plumbing updates	2023	0	0	0	0	0	0	0	0	0	40,000	40,000
Total: Public Facilities - Fire Station 2			**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$175,000**	**$175,000**
Public Facilities - Fire Station 3													
FM-32-0010	Fire Station 3 - Exterior Repair and Maintenance	2023	0	0	0	0	0	0	0	0	0	75,000	75,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
FM-32-0011	Fire Station 3 - Interior Repair/Maintenance to Finishes	2023	0	0	0	0	0	0	0	0	0	50,000	50,000
FM-32-0012	Fire Station 3 - Mech/Elec/Plumbing updates	2023	0	0	0	0	0	0	0	0	0	40,000	40,000
Total: Public Facilities - Fire Station 3			**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$165,000**	**$165,000**
Public Facilities - Plymouth Creek Center													
FM-23-0010	PCC - Install Generator	2021	0	0	350,000	0	0	0	0	0	0	0	350,000
FM-32-0004	PCC - Mech/Elec/Plumbing updates	2023	0	0	0	0	0	0	0	0	0	50,000	50,000
FM-32-0005	PCC - Exterior Repairs and Maintenance	2023	0	0	0	0	0	0	0	0	0	100,000	100,000
FM-32-0006	PCC - Interior Repair/Maintenance to Finishes	2023	0	0	0	0	0	0	0	0	0	100,000	100,000
Total: Public Facilities - Plymouth Creek Center			**$0**	**$0**	**$350,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$250,000**	**$600,000**
Public Facilities - Public Safety													
FM-23-0009	Public Safety - Passenger Elevator (entry)	2021	115,000	0	0	0	0	0	0	0	0	0	115,000
FM-24-0005	Public Safety VAV controller replacement	2023	0	25,000	25,000	0	0	0	0	0	0	0	50,000
FM-25-0002	Public Safety - Roof Section Replacement	2020	0	0	160,000	0	0	0	0	0	0	0	160,000
FM-27-0005	Public Safety - Replace Electrical panels/Switch gears and generator	2020	0	0	0	0	380,000	0	0	0	0	0	380,000
FM-27-0009	Public Safety - Replace Ceiling Tiles	2020	0	0	0	0	100,000	0	0	0	0	0	100,000
FM-28-0005	Public Safety - Replace bi-fold garage doors	2023	0	0	0	0	0	150,000	0	0	0	0	150,000
FM-29-0007	Public Safety - Replace Gutters and Downspouts	2020	0	0	0	0	0	0	62,000	0	0	0	62,000
FM-30-0003	Public Safety - RTU #7 and 8 Replacement	2022	0	0	0	0	0	0	0	250,000	0	0	250,000
FM-30-0005	Public Safety - Exhaust Fans	2022	0	0	0	0	0	0	0	29,000	0	0	29,000
FM-30-0006	Public Safety - Water Softener	2022	0	0	0	0	0	0	0	35,000	0	0	35,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
FM-31-0001	Public Safety - Boiler Replacement	2022	0	0	0	0	0	0	0	0	300,000	0	300,000
Total: Public Facilities - Public Safety			**$115,000**	**$25,000**	**$185,000**	**$0**	**$480,000**	**$150,000**	**$62,000**	**$314,000**	**$300,000**	**$0**	**$1,631,000**
Public Facilities - Public Works													
FM-23-0003	Old Central - Roof Replacement	2020	135,000	0	0	0	0	0	0	0	0	0	135,000
FM-23-0012	Maintenance Facility - Landscape rehab	2023	60,000	0	0	0	0	0	0	0	0	0	60,000
FM-23-0013	Maintenance Facility - Landscape Rehab	2023	120,000	0	0	0	0	0	0	0	0	0	120,000
FM-25-0011	Maintenance Facility - Overhead Door Replacement	2022	0	0	45,000	0	0	0	0	0	0	0	45,000
FM-26-0001	Maintenance Facility - Replace 2 Roof Sections	2020	0	0	600,000	0	0	0	0	0	0	0	600,000
FM-26-0003	Maintenance Facility - Replace Flooring Finishes	2020	0	0	0	150,000	0	0	0	0	0	0	150,000
FM-26-0008	Maintenance Facility - Replace Standpipes and Repair Sprinkler System	2020	0	0	0	108,000	0	0	0	0	0	0	108,000
FM-27-0006	Maintenance Facility - Replace Ceiling Tiles	2020	0	0	0	0	30,000	0	0	0	0	0	30,000
FM-27-0007	Maintenance Facility - Replace Vehicle Storage Area Skylights	2020	0	0	0	0	100,000	0	0	0	0	0	100,000
FM-27-0010	Maintenance Facility - Replace Roof Drains	2020	0	0	0	0	50,000	0	0	0	0	0	50,000
FM-27-0014	Maintenance Facility - Replace HVAC Automation Controls	2020	0	0	0	0	0	0	100,000	0	0	0	100,000
FM-27-0018	Maintenance Facility - Bi-fold Door Replacement	2022	0	0	0	0	120,000	0	0	0	0	0	120,000
FM-28-0004	Maintenance Facility - Office Side Rooftop unit 1	2020	0	0	0	0	0	100,000	0	0	0	0	100,000
FM-29-0003	Maintenance Facility - Replace Wall Finishes	2020	0	0	0	0	0	0	40,000	0	0	0	40,000
FM-30-0004	Maintenance Facility - Mechanical Unit Heaters	2022	0	0	0	0	0	0	0	30,000	0	0	30,000
FM-30-0008	Maintenance Facility - RTU 2 replacement	2023	0	0	0	0	0	0	0	300,000	0	0	300,000
FM-31-0002	Maintenance Facility - Mechanic Equipment	2022	0	0	0	0	0	0	0	0	45,000	0	45,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
FM-31-0003	Maintenance Facility - Interior Furnishes replacement	2022	0	0	0	0	0	0	0	0	75,000	0	75,000
Total: Public Facilities - Public Works			**$315,000**	**$0**	**$645,000**	**$258,000**	**$300,000**	**$100,000**	**$140,000**	**$330,000**	**$120,000**	**$0**	**$2,208,000**
Public Facilities - Zachary Water Plant													
FM-23-0011	Zachary WTP - Install RTU for Office	2022	190,000	0	0	0	0	0	0	0	0	0	190,000
FM-24-0004	Zachary WTP -- Parking lot replacement	2023	0	60,000	0	0	0	0	0	0	0	0	60,000
FM-25-0017	Zachary WTP - Dehumidification and Ventilation System Replacement	2022	0	0	800,000	0	0	0	0	0	0	0	800,000
FM-27-0001	Zachary WTP - Replace Roof	2020	0	0	0	0	205,000	0	0	0	0	0	205,000
FM-27-0015	Zachary WTP - Replace Dry Cooling Rooftop Unit	2020	0	0	0	0	30,000	0	0	0	0	0	30,000
FM-28-0001	Zachary WTP - Replace electrical panels/switch gear servicing the facility	2020	0	0	0	0	0	130,000	0	0	0	0	130,000
FM-30-0002	Zachary WTP - Exhaust Fan Replacement	2022	0	0	0	0	0	0	0	75,000	0	0	75,000
Total: Public Facilities - Zachary Water Plant			**$190,000**	**$60,000**	**$800,000**	**$0**	**$235,000**	**$130,000**	**$0**	**$75,000**	**$0**	**$0**	**$1,490,000**
Public Facilities Admin													
FM-19-0002	Public Safety - Replace Garage Air Makeup Unit	2015	0	0	50,000	0	0	0	0	0	0	0	50,000
FM-20-0023	Replace water to air and water to water pumps - Central and Zachary Plants	2020	60,000	60,000	60,000	60,000	0	0	0	0	0	0	240,000
FM-20-0024	Repair or replace natural gas piping - Old Central Water Plant	2020	28,000	0	0	0	0	0	0	0	0	0	28,000
FM-20-0026	Replace 3 ton split system rooftop unit - CH Audio/Video room	2020	25,000	0	0	0	0	0	0	0	0	0	25,000
FM-21-0001	Maintenance Facility - RTU Replacement for Mechanic's Office and Sign Making Room	2017	0	30,000	0	0	0	0	0	0	0	0	30,000
FM-21-0007	City Hall - Replace Rubber Roof	2020	310,000	0	0	0	0	0	0	0	0	0	310,000
FM-21-0013	Citywide - Bathroom Remodels	2020	90,000	90,000	90,000	90,000	0	0	0	0	0	0	360,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
FM-21-0015	Zachary WTP & Central WTP - BAS Updates	2021	200,000	0	0	0	0	0	0	0	0	0	200,000
FM-23-0001	Public Safety - Garage Waterproofing Repairs	2019	55,000	0	0	0	0	0	0	0	0	0	55,000
FM-25-0001	PCC - Replace Metal Roof Sections	2020	0	0	140,000	0	0	0	0	0	0	0	140,000
FM-25-0010	Station 73 - Replace AC, AC Compressors, & Radiant Heaters	2020	0	0	80,000	0	0	0	0	0	0	0	80,000
FM-26-0002	Zachary WTP - Replace Generator	2020	0	0	0	110,000	0	0	0	0	0	0	110,000
FM-26-0005	Maintenance Facility - Replace Electrical Panels from 1979	2020	0	0	0	0	400,000	0	0	0	0	0	400,000
FM-29-0005	Station 73 - Replace Standpipes and Repair Sprinkler System	2020	0	0	0	0	0	0	75,000	0	0	0	75,000
FM-29-0008	Public Safety - Replace Thermostats and Controls	2020	0	0	0	0	0	0	200,000	0	0	0	200,000
FM-32-0003	Public Facilities Building Automation System	2023	0	0	0	0	0	0	0	0	0	75,000	75,000
FM-XX-9001	Seal Coating/Crack Sealing/Asphalt Repair	2004	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
FM-XX-9002	Misc. Concrete Replacement	2004	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
FM-XX-9003	Roof Inspections and Repairs	2014	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	350,000
FM-XX-9004	Mechanical, Electrical, Plumbing	2023	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
FM-XX-9005	Door and Window repair/replacement - Citywide	2020	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	300,000
FM-XX-9006	Interior Flooring Repair/Replacement	2023	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
FM-XX-9007	Exterior Maintenance to City buildings	2023	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	250,000
Total: Public Facilities Admin			**$1,008,000**	**$420,000**	**$660,000**	**$500,000**	**$640,000**	**$240,000**	**$515,000**	**$240,000**	**$240,000**	**$315,000**	**$4,778,000**
Rec - Admin													
REC-22-0001	Electronic Sign	2020	0	110,000	0	0	0	0	0	0	0	0	110,000
Total: Rec - Admin			**$0**	**$110,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$110,000**

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Sewer - Admin													
SS-23-0001	Bass Lake Lift Station Pump Replacements	2019	250,000	0	0	0	0	0	0	0	0	0	250,000
SS-23-0002	Mission Farm Lift Station Equipment Replacement	2022	400,000	300,000	0	0	0	0	0	0	0	0	700,000
SS-24-0001	Lancaster Lift Station Electrical Renovation	2022	0	1,100,000	400,000	0	0	0	0	0	0	0	1,500,000
SS-25-0001	Mission Farm Lift Station Electrical Renovation	2022	0	50,000	1,050,000	0	0	0	0	0	0	0	1,100,000
SS-XX-9001	Line Sanitary Sewer Main: Annual Program	2002	1,000,000	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,200,000	1,200,000	1,200,000	11,100,000
SS-XX-9003	Future Lift Station Improvements	2020	0	0	150,000	560,000	250,000	150,000	1,000,000	1,000,000	150,000	150,000	3,410,000
ST-17-0002	Hamel Road Frontage Road Connection	2016	50,000	0	0	0	0	0	0	0	0	0	50,000
ST-20-0001	Juneau Lane from Hampton Hills to 59th Avenue	2016	0	0	0	0	0	0	0	10,000	0	0	10,000
ST-20-0002	CR 9 at TH 169 Bridge Replacement	2019	150,000	0	0	0	0	0	0	0	0	0	150,000
ST-24-0003	Plymouth Blvd Rehabilitation	2023	0	50,000	0	0	0	0	0	0	0	0	50,000
ST-XX-9001	Annual Street Reconstruction	2012	90,000	60,000	30,000	50,000	100,000	75,000	100,000	100,000	100,000	100,000	805,000
ST-XX-9002	Mill & Overlay Projects	2005	150,000	80,000	90,000	120,000	80,000	80,000	90,000	90,000	90,000	0	870,000
ST-XX-9005	Full Depth Reclamation (FDR) Project	2019	50,000	50,000	50,000	60,000	60,000	60,000	60,000	60,000	70,000	70,000	590,000
Total: Sewer - Admin			**$2,140,000**	**$2,690,000**	**$2,870,000**	**$1,890,000**	**$1,590,000**	**$1,465,000**	**$2,350,000**	**$2,460,000**	**$1,610,000**	**$1,520,000**	**$20,585,000**
Special Assessments													
ST-17-0002	Hamel Road Frontage Road Connection	2016	500,000	0	0	0	0	0	0	0	0	0	500,000
ST-17-0003	54th Avenue from Peony Lane to CSAH 101	2016	0	0	0	0	1,100,000	0	0	0	0	0	1,100,000
ST-20-0001	Juneau Lane from Hampton Hills to 59th Avenue	2016	0	0	0	0	0	0	0	200,000	0	0	200,000
ST-23-0001	2023 City Center Pavement Rehabilitation	2020	1,500,000	0	0	0	0	0	0	0	0	0	1,500,000
ST-XX-9001	Annual Street Reconstruction	2012	830,000	900,000	285,000	1,000,000	600,000	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000	12,115,000
ST-XX-9002	Mill & Overlay Projects	2005	350,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	0	2,350,000

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		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
ST-XX-9005	Full Depth Reclamation (FDR) Project	2019	350,000	900,000	300,000	400,000	600,000	700,000	500,000	300,000	300,000	300,000	4,650,000
Total: Special Assessments			**$3,530,000**	**$2,050,000**	**$835,000**	**$1,650,000**	**$2,550,000**	**$2,650,000**	**$2,450,000**	**$2,450,000**	**$2,250,000**	**$2,000,000**	**$22,415,000**
Street Reconstruction Fund													
ST-17-0002	Hamel Road Frontage Road Connection	2016	290,000	0	0	0	0	0	0	0	0	0	290,000
ST-20-0001	Juneau Lane from Hampton Hills to 59th Avenue	2016	0	0	0	0	0	0	500,000	1,780,000	0	0	2,280,000
ST-20-0003	36th Ave from Pilgrim Ln to TH 169	2020	0	0	2,450,000	0	0	0	0	0	0	0	2,450,000
ST-23-0001	2023 City Center Pavement Rehabilitation	2020	3,000,000	0	0	0	0	0	0	0	0	0	3,000,000
ST-23-0002	Chankahda Trail Reconstruction - Phase 2 (Peony to Vicksburg)	2022	1,000,000	0	0	0	0	0	0	0	0	0	1,000,000
ST-23-0004	Hwy 55 Pavement Preservation Project	2022	100,000	100,000	0	0	0	0	0	0	0	0	200,000
ST-23-0005	Lancaster & Pilgrim Intersection and Stormwater Improvements	2022	100,000	0	0	0	0	0	0	0	0	0	100,000
ST-23-0006	Vicksburg Lane Landscaping Improvements	2023	450,000	0	0	0	0	0	0	0	0	0	450,000
ST-24-0003	Plymouth Blvd Rehabilitation	2023	70,000	1,480,000	1,500,000	0	0	0	0	0	0	0	3,050,000
ST-25-0002	36th Ave at TH 169 Bridge Replacement	2021	0	0	3,000,000	0	0	0	0	0	0	0	3,000,000
ST-26-0002	36th Avenue Rehabilitation	2023	0	0	500,000	2,500,000	0	0	0	0	0	0	3,000,000
ST-XX-9001	Annual Street Reconstruction	2012	5,575,000	2,570,000	1,395,000	2,400,000	1,950,000	5,425,000	4,030,000	5,830,000	4,030,000	5,060,000	38,265,000
ST-XX-9002	Mill & Overlay Projects	2005	1,465,000	740,000	830,000	1,100,000	740,000	740,000	775,000	775,000	775,000	0	7,940,000
ST-XX-9003	Replace Retaining Walls	2005	100,000	100,000	115,000	115,000	115,000	115,000	115,000	130,000	130,000	130,000	1,165,000
ST-XX-9005	Full Depth Reclamation (FDR) Project	2019	1,375,000	250,000	0	1,290,000	2,290,000	0	1,090,000	1,090,000	1,230,000	1,230,000	9,845,000
ST-XX-9006	Traffic Signal Improvements	2020	0	50,000	0	50,000	0	0	50,000	0	0	0	150,000
ST-XX-9007	Concrete Sidewalk Replacement	2007	75,000	0	0	300,000	0	0	75,000	75,000	75,000	0	600,000
ST-XX-9008	Crash Reduction & Safety Improvement Project	2021	100,000	0	0	0	0	0	0	0	0	0	100,000
Total: Street Reconstruction Fund			**$13,700,000**	**$5,290,000**	**$9,790,000**	**$7,755,000**	**$5,095,000**	**$6,280,000**	**$6,635,000**	**$9,680,000**	**$6,240,000**	**$6,420,000**	**$76,885,000**

City of Plymouth
Capital Improvement Plan 2023-2032
Projects by Funding Source

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
Transit - Admin													
ST-23-0003	Station 73 Transit and Eagle Lake to Bryant Lake Regional Trail Improvement Project	2022	1,000,000	1,000,000	0	0	0	0	0	0	0	0	2,000,000
ST-23-0007	Four Seasons Mall Site Demolition	2023	1,500,000	0	0	0	0	0	0	0	0	0	1,500,000
Total: Transit - Admin			**$2,500,000**	**$1,000,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,500,000**
Unidentified													
IC-16-0002	Replace Ice Center Roof	2013	0	0	0	0	500,000	0	0	0	0	0	500,000
ST-12-0002	Nathan Lane & CR 10 Intersection	2008	0	0	500,000	0	0	0	0	0	0	0	500,000
ST-24-0003	Plymouth Blvd Rehabilitation	2023	0	825,000	2,000,000	0	0	0	0	0	0	0	2,825,000
Total: Unidentified			**$0**	**$825,000**	**$2,500,000**	**$0**	**$500,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$3,825,000**
Utility Trunk Expansion Fund													
SS-XX-9002	Trunk Sewer Oversizing	2004	100,000	100,000	0	0	0	0	0	0	0	0	200,000
WA-XX-9002	Trunk Watermain Oversizing	2004	100,000	100,000	0	0	0	0	0	0	0	0	200,000
Total: Utility Trunk Expansion Fund			**$200,000**	**$200,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$400,000**
Water - Admin													
ST-17-0002	Hamel Road Frontage Road Connection	2016	50,000	0	0	0	0	0	0	0	0	0	50,000
ST-20-0001	Juneau Lane from Hampton Hills to 59th Avenue	2016	0	0	0	0	0	0	0	310,000	0	0	310,000
ST-20-0002	CR 9 at TH 169 Bridge Replacement	2019	150,000	0	0	0	0	0	0	0	0	0	150,000
ST-20-0003	36th Ave from Pilgrim Ln to TH 169	2020	0	0	500,000	0	0	0	0	0	0	0	500,000
ST-24-0003	Plymouth Blvd Rehabilitation	2023	0	75,000	0	0	0	0	0	0	0	0	75,000
ST-XX-9001	Annual Street Reconstruction	2012	1,750,000	1,000,000	600,000	1,200,000	900,000	2,400,000	1,900,000	2,500,000	1,900,000	2,200,000	16,350,000
ST-XX-9002	Mill & Overlay Projects	2005	300,000	100,000	200,000	300,000	200,000	200,000	200,000	200,000	200,000	0	1,900,000
ST-XX-9005	Full Depth Reclamation (FDR) Project	2019	100,000	100,000	150,000	150,000	150,000	150,000	175,000	175,000	200,000	200,000	1,550,000
WA-23-0001	Zachary WTP Plate Settler Plant Expansion	2022	250,000	250,000	1,000,000	0	0	0	0	0	0	0	1,500,000

City of Plymouth
Capital Improvement Plan 2023-2032
Projects by Funding Source

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
WA-XX-9001	Well Refurbishing	2003	640,000	320,000	330,000	345,000	510,000	530,000	540,000	540,000	365,000	380,000	4,500,000
WA-XX-9003	Treatment Plant Refurbishing	2019	50,000	50,000	175,000	561,000	827,000	595,000	595,000	309,000	235,000	210,000	3,607,000
WA-XX-9004	Water Storage Facility Improvements	2020	235,000	0	0	125,000	75,000	0	0	0	150,000	0	585,000
WA-XX-9005	Trunk Watermain Lining Program	2022	75,000	2,300,000	75,000	2,250,000	0	75,000	2,250,000	0	75,000	0	7,100,000
Total: Water - Admin			**$3,600,000**	**$4,195,000**	**$3,030,000**	**$4,931,000**	**$2,662,000**	**$3,950,000**	**$5,660,000**	**$4,034,000**	**$3,125,000**	**$2,990,000**	**$38,177,000**
Water Resources - Admin													
ST-20-0001	Juneau Lane from Hampton Hills to 59th Avenue	2016	0	0	0	0	0	0	0	100,000	0	0	100,000
ST-20-0002	CR 9 at TH 169 Bridge Replacement	2019	250,000	0	0	0	0	0	0	0	0	0	250,000
ST-20-0003	36th Ave from Pilgrim Ln to TH 169	2020	0	0	300,000	0	0	0	0	0	0	0	300,000
ST-23-0001	2023 City Center Pavement Rehabilitation	2020	500,000	0	0	0	0	0	0	0	0	0	500,000
ST-23-0005	Lancaster & Pilgrim Intersection and Stormwater Improvements	2022	500,000	0	0	0	0	0	0	0	0	0	500,000
ST-24-0003	Plymouth Blvd Rehabilitation	2023	0	350,000	0	0	0	0	0	0	0	0	350,000
ST-XX-9001	Annual Street Reconstruction	2012	100,000	70,000	90,000	100,000	100,000	100,000	120,000	120,000	120,000	140,000	1,060,000
ST-XX-9002	Mill & Overlay Projects	2005	35,000	30,000	30,000	30,000	30,000	30,000	35,000	35,000	35,000	0	290,000
ST-XX-9005	Full Depth Reclamation (FDR) Project	2019	75,000	75,000	100,000	100,000	100,000	125,000	125,000	125,000	150,000	150,000	1,125,000
WR-15-0004	Chelsea Woods Drainage - Weston Ln. to CR 6	2014	500,000	0	0	0	0	0	0	0	0	0	500,000
WR-16-0001	Weston Lane Storm Sewer Lift Station Rehab.	2013	50,000	0	0	0	0	0	0	0	0	0	50,000
WR-19-0001	19th Avenue/Dunkirk Lane Pond Improvement	2016	50,000	250,000	0	0	0	0	0	0	0	0	300,000
WR-20-0001	Maple Creek Stream Restoration	2016	350,000	0	0	0	0	0	0	0	0	0	350,000
WR-20-0006	Courts/Fields of Nantarre Drainage Improvement	2018	100,000	0	0	0	0	0	0	0	0	0	100,000
WR-21-0003	Ponderosa Woods Stream Restoration	2017	75,000	0	0	0	0	0	0	0	0	0	75,000
WR-21-0006	Parkers Lake Chloride Reduction Project	2020	50,000	0	0	0	0	0	0	0	0	0	50,000
WR-22-0001	Bass Lake Estates 2nd Addition Stream Restoration	2019	55,000	0	0	0	0	0	0	0	0	0	55,000

City of Plymouth
Capital Improvement Plan 2023-2032
Projects by Funding Source

		Year Identified	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
WR-22-0003	Storm Sewer Outfall Repair Projects	2023	600,000	100,000	0	0	0	0	0	0	0	0	700,000
WR-22-0005	Plymouth Creek Bank Repairs	2023	100,000	0	0	0	0	0	0	0	0	0	100,000
WR-25-0002	West Medicine Lake Pond Maintenance	2022	0	0	500,000	0	0	0	0	0	0	0	500,000
WR-XX-9001	Maintain Water Quality Ponds	2002	150,000	150,000	150,000	200,000	200,000	200,000	250,000	250,000	250,000	300,000	2,100,000
WR-XX-9002	Unspecified Drainage Improvement	2004	0	100,000	200,000	200,000	200,000	200,000	200,000	300,000	300,000	300,000	2,000,000
WR-XX-9003	BCWMC Water Quality, Channel, and Basin Improvements	2020	0	0	0	0	0	75,000	0	75,000	0	0	150,000
WR-XX-9004	Future Water Quality Improvement Projects	2020	0	0	0	1,000,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,500,000	8,750,000
WR-XX-9005	Future Lift Station Improvements	2022	0	0	0	0	0	0	0	280,000	180,000	320,000	780,000
Total: Water Resources - Admin			**$3,540,000**	**$1,125,000**	**$1,370,000**	**$1,630,000**	**$1,880,000**	**$1,980,000**	**$1,980,000**	**$2,535,000**	**$2,285,000**	**$2,710,000**	**$21,035,000**
Watershed District													
ST-23-0005	Lancaster & Pilgrim Intersection and Stormwater Improvements	2022	800,000	0	0	0	0	0	0	0	0	0	800,000
WR-20-0001	Maple Creek Stream Restoration	2016	100,000	0	0	0	0	0	0	0	0	0	100,000
WR-21-0002	Palmer Creek Estates Stream Restoration	2017	400,000	0	0	0	0	0	0	0	0	0	400,000
WR-21-0003	Ponderosa Woods Stream Restoration	2017	0	400,000	0	0	0	0	0	0	0	0	400,000
WR-21-0006	Parkers Lake Chloride Reduction Project	2020	250,000	0	0	0	0	0	0	0	0	0	250,000
WR-22-0001	Bass Lake Estates 2nd Addition Stream Restoration	2019	95,000	0	0	0	0	0	0	0	0	0	95,000
WR-25-0001	Plymouth Creek Stream Restoration – Dunkirk to PIC	2014	0	0	0	1,000,000	1,000,000	0	0	0	0	0	2,000,000
WR-XX-9003	BCWMC Water Quality, Channel, and Basin Improvements	2020	0	0	0	0	0	0	500,000	0	500,000	0	1,000,000
Total: Watershed District			**$1,645,000**	**$400,000**	**$0**	**$1,000,000**	**$1,000,000**	**$0**	**$500,000**	**$0**	**$500,000**	**$0**	**$5,045,000**
GRAND TOTAL			**$58,958,140**	**$55,195,050**	**$33,016,700**	**$33,478,800**	**$27,965,500**	**$24,564,000**	**$29,842,000**	**$30,540,300**	**$22,863,900**	**$21,019,000**	**$337,443,390**

City of Plymouth

Agenda Number: **2.1**

Special City Council

April 26, 2022

To: Dave Callister, City Manager

Prepared by: Jenny Rhode, Finance Manager

Reviewed by: Jodi Gallup, City Clerk/Administrative Coordinator

Item: **Update on the American Rescue Plan Act (ARPA) Funds**

1. Action Requested:

Staff will provide an update on the American Rescue Plan Act (ARPA).

2. Background:

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan Act (ARPA), delivers $350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency.

The federal goal is to ensure that governments have the resources needed to:
- Fight the pandemic and support families and businesses struggling with its public health and economic impacts.
- Maintain vital public services, even amid declines in revenue.
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

Plymouth's Allocation: $7,021,371
The City received the first half of our allocation in the amount of $3,510,685 in 2021. The second half is planned to be distributed later this year.

Timeline:
Under the SLFRF program, funds must be used for costs incurred on or after March 3, 2021. Funds must be obligated by December 31, 2024, and expended by December 31, 2026.

Eligible Uses:
Eligible uses of the ARPA funds are determined by the U.S. Department of the Treasury Final Rule (see attached overview). Recipients may use the SLFRF Funds to:

1) Replace lost public sector revenue: using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic by choosing between two options:
- Use standard allowance of up to $10M, must make this one-time determination on the 4/30/2022 report.
- Calculating the City's specific revenue loss each year using Treasury's formula (Plymouth calculation $0 for 2020).

2) Respond to the far-reaching public health and negative economic impacts of the pandemic, by supporting the health of communities, and helping households, small businesses, impacted industries, nonprofits, and the public sector recover from economic impacts.

3) Provide premium pay for essential workers, offering additional support to those who have and will bear the greatest health risks because of their service in critical sectors.

4) Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand affordable access to broadband internet.

Staff Recommendation:
Staff recommends that we report Plymouth's entire allocation utilizing the standard allowance for revenue loss and use the funds for general government services to streamline reporting requirements. The use of the standard allowance is the least restrictive use of the ARPA funds. Attached is a list of potential ARPA funded projects. There may be crossover for projects to utilize available general surplus funds. Those discussions will happen during the budget process.

Reporting:
Annual project and expenditure reporting is due April 30, 2022 and annually thereafter. The City has a one-time option to make the selection for the standard allowance for revenue loss, including the dollar amount, in our April 30, 2022 report.

ARPA Comparable Cities Research:
Attached is a list of comparable cities and how they propose to utilize their APRA funds. Many cities have opted to utilize the standard allowance for revenue loss to simplify reporting.

3. Budget Impact:

N/A

4. Attachments:

Potential ARPA Funded Projects
Plymouth's Federal CARES Funding Uses in 2020
ARPA Comparable Cities Research
ARPA - Final Rule Overview

Compliance and Reporting Guidance

State and Local Fiscal Recovery Funds

February 28, 2022

Version: 3.0

Coronavirus State and Local Fiscal Recovery Funds Guidance on Recipient Compliance and Reporting Responsibilities

On March 11, 2021, the American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Fund, which together make up the Coronavirus State and Local Fiscal Recovery Funds ("SLFRF") program. This program is intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses.

In May 2021, Treasury published the interim final rule ("IFR") describing eligible and ineligible uses of SLFRF, as well as other program requirements. The initial versions of this Compliance and Reporting guidance reflected the IFR and its eligible use categories. On January 6, 2022, the U.S. Department of the Treasury ("Treasury") adopted the final rule implementing the SLFRF program. The final rule will be effective on April 1, 2022. Until that time, the IFR remains in effect; funds used consistently with the IFR while it is in effect are in compliance with the SLFRF program. However, recipients can choose to take advantage of the final rule's flexibilities and simplifications now, even ahead of the effective date. Recipients may consult the *Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule* for more information on compliance with the IFR and the final rule.

To support recipients in complying with the final rule, this reporting guidance reflects the final rule and provides additional detail and clarification for each recipient's compliance and reporting responsibilities under the SLFRF program, and should be read in concert with the Award Terms and Conditions, the authorizing statute, the final rule, and other regulatory and statutory requirements, including regulatory requirements under the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance" or 2 CRF Part 200), and the Compliance Supplement. Please see the Assistance Listing in SAM.gov under assistance listing number (formerly known as CFDA number), 21.027 for more information.

Please Note: This guidance document applies to the SLFRF program only and does not change nor impact reporting and compliance requirements for the Coronavirus Relief Fund ("CRF") established by the CARES Act.

This guidance includes two parts:

Part 1: General Guidance

This section provides an orientation to recipients' compliance responsibilities and Treasury's expectations and recommends best practices where appropriate under the SLFRF program.

A. Key Principles…… P. 4

B. Statutory Eligible Uses…… P. 4

C. Treasury's Final Rule…… P. 5

D. Uniform Guidance (2 CFR Part 200)…… P. 7

E. Award Terms and Conditions…… P. 12

Part 2: Reporting Requirements

This section provides information on the reporting requirements for the SLFRF program.

A. Interim Report…..……..…. P. 16

B. Project and Expenditure Report……..……...……. P. 17

C. Recovery Plan Performance Report..……..…….…..…… P. 28

Appendix 1: Expenditure Categories…….…… P. 35

Appendix 2: Evidenced-Based Intervention Additional Information…….…. P. 40

Appendix 3: Expenditure Categories under the Interim Final Rule…….. P. 41

OMB Control Number: 1505-0271

OMB Expiration Date: 02/28/2022[1]

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden for the collections of information included in this guidance is as follows: 30 minutes for Title VI Assurances, 2 hours per response for the Interim Report, 6 hours per response for the Project and Expenditure Report and 100 hours per response for the Recovery Plan Performance Report (if applicable). Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

[1] Under OMB review to extend the expiration date

Part 1: General Guidance

This section provides an orientation on recipients' compliance responsibilities and Treasury's expectations and recommended best practices where appropriate under the SLFRF program.

Recipients under the SLFRF program are the eligible entities identified in sections 602 and 603 of the Social Security Act as added by section 9901 of the American Rescue Plan Act of 2021 (the "SLFRF statute") that receive a SLFRF award. Subrecipients under the SLFRF program are entities that receive a subaward from a recipient to carry out the purposes (program or project) of the SLFRF award on behalf of the recipient.

Recipients are accountable to Treasury for oversight of their subrecipients in accordance with 2 CFR 200.332, including ensuring their subrecipients comply with the SLFRF statute, SLFRF Award Terms and Conditions, Treasury's interim final rule and final rule, applicable federal statutes, regulations, and reporting requirements.

A. Key Principles

There are several guiding principles for developing your own effective compliance regimes:

- Recipients and subrecipients are the first line of defense and responsible for ensuring the SLFRF award funds are not used for ineligible purposes, and there is no fraud, waste, or abuse associated with their SLFRF award;
- Many SLFRF-funded projects respond to the COVID-19 public health emergency and meet urgent community needs. Swift and effective implementation is vital, and recipients must balance facilitating simple and rapid program access widely across the community and maintaining a robust documentation and compliance regime;
- Treasury encourages recipients to use SLFRF-funded projects to advance shared interests and promote equitable delivery of government benefits and opportunities to underserved communities, as outlined in Executive Order 13985, On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government; and
- Transparency and public accountability for SLFRF award funds and use of such funds are critical to upholding program integrity and trust in all levels of government, and SLFRF award funds should be managed consistent with Administration guidance per Memorandum M-21-20 and Memorandum M-20-21.

B. Statutory Eligible Uses

As a recipient of an SLFRF award, your organization has substantial discretion to use the award funds in the ways that best suit the needs of your constituents – as long as such use fits into one of the following four statutory categories:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the recipient that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID–19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; or
4. To make necessary investments in water, sewer, or broadband infrastructure.

Treasury adopted an interim final rule in May 2021 and the final rule on January 6, 2022 to implement these eligible use categories and other restrictions on the use of funds under the SLFRF

program. The final rule takes effect on April 1, 2022, and the interim final rule remains in effect until that time, although recipients can choose to take advantage of the final rule's flexibilities and simplifications prior to April 1, 2022. Recipients may consult the Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule for more information on compliance with the interim final rule and the final rule.

It is the recipient's responsibility to ensure all SLFRF award funds are used in compliance with these requirements. In addition, recipients should be mindful of any additional compliance obligations that may apply – for example, additional restrictions imposed upon other sources of funds used in conjunction with SLFRF award funds, or statutes and regulations that may independently apply to water, broadband, and sewer infrastructure projects. Recipients should ensure they maintain proper documentation supporting determinations of costs and applicable compliance requirements, and how they have been satisfied as part of their award management, internal controls, and subrecipient oversight and management.

C. Treasury's Final Rule

Treasury's final rule details recipients' compliance responsibilities and provides additional information on eligible and restricted uses of SLFRF award funds and reporting requirements. Your organization should review and comply with the information contained in Treasury's final rule when building appropriate controls for SLFRF award funds.

1. **Eligible and Restricted Uses of SLFRF Funds.** As described in the SLFRF statute and summarized above, there are four enumerated eligible uses of SLFRF award funds. As a recipient of an award under the SLFRF program, your organization is responsible for complying with requirements for the use of funds. In addition to determining a given project's eligibility, recipients are also responsible for determining subrecipient's or beneficiaries' eligibility, and must monitor subrecipients' use of SLFRF award funds.

   To help recipients build a greater understanding of eligible uses, Treasury's final rule establishes a framework for determining whether a specific project would be eligible under the SLFRF program, including some helpful definitions. For example, Treasury's final rule establishes:

   - A framework for determining whether a project responds to the COVID-19 public health emergency or its negative economic impacts;
   - Definitions of "eligible employers," "essential work," "eligible workers," and "premium pay" for cases where premium pay is an eligible use;
   - The option to select between a standard amount of revenue loss or complete a full revenue loss calculation of revenue lost due to the COVID-19 public health emergency;
   - A framework for necessary water and sewer infrastructure projects that aligns eligible uses with projects that are eligible under the Environmental Protection Agency's Drinking Water and Clean Water State Revolving Funds along with certain additional projects, including a wider set of lead remediation and stormwater infrastructure projects and aid for residential wells; and
   - A framework for necessary broadband projects that allows for projects that are designed to provide service of sufficient speeds to eligible areas, as well as an affordability requirement for providers that provide service to households.

   Treasury's final rule also provides more information on important restrictions on use of SLFRF award funds, including that recipients other than Tribal governments may not deposit SLFRF funds into a pension fund; and recipients that are States or territories may not use SLFRF funds to offset a reduction in net tax revenue resulting from the recipient's change in law, regulation, or administrative interpretation. In addition, recipients may not use SLFRF funds directly to service debt, satisfy a judgment or settlement, or contribute to a "rainy day" fund. Recipients should refer to Treasury's final rule for more information on these restrictions.

Treasury's final rule outlines that funds available under the "revenue loss" eligible use category (sections 602(c)(1)(C) and 603(c)(1)(C) of the Social Security Act) generally may be used to meet the non-federal cost-share or matching requirements of other federal programs. However, the final rule notes that SLFRF funds may not be used as the non-federal share for purposes of a state's Medicaid and CHIP programs because the Office of Management and Budget ("OMB") has approved a waiver as requested by the Centers for Medicare & Medicaid Services pursuant to 2 CFR 200.102 of the Uniform Guidance and related regulations. If a recipient seeks to use SLFRF funds to satisfy match or cost-share requirements for a federal grant program, it should first confirm with the relevant awarding agency that no waiver has been granted for that program, that no other circumstances enumerated under 2 CFR 200.306(b) would limit the use of SLFRF funds to meet the match or cost-share requirement, and that there is no other statutory or regulatory impediment to using the SLFRF funds for the match or cost-share requirement. SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. For example, the Infrastructure Investment and Jobs Act provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects.

2. **Eligible Costs Timeframe.** Your organization, as a recipient of an SLFRF award, may use SLFRF funds to cover eligible costs that your organization incurred during the period that begins on March 3, 2021 and ends on December 31, 2024, as long as the award funds for the obligations incurred by December 31, 2024 are expended by December 31, 2026. Costs for projects incurred by the recipient State, territorial, local, or Tribal government prior to March 3, 2021 are not eligible, as provided for in Treasury's final rule.

   Recipients may, in certain circumstances, use SLFRF award funds for the eligible use categories described in Treasury's final rule for costs incurred prior to March 3, 2021. Specifically,

   a. Public Health/Negative Economic Impacts: Recipients may use SLFRF award funds to provide assistance to households, small businesses, and nonprofits to respond to the public health emergency or negative economic impacts of the pandemic – such as rent, mortgage, or utility assistance – for costs incurred by the beneficiary (e.g., a household) prior to March 3, 2021, provided that the recipient State, territorial, local or Tribal government did not incur the cost of providing such assistance prior to March 3, 2021.

   b. Premium Pay: Recipients may provide premium pay retrospectively for work performed at any time since the start of the COVID-19 public health emergency. Such premium pay must be "in addition to" wages and remuneration already received and the obligation to provide such premium pay must not have been incurred by the recipient prior to March 3, 2021.

   c. Revenue Loss: Recipients have broad discretion to use funds for the provision of government services to the extent of reduction in revenue. While calculation of lost revenue is based on the recipient's revenue in the last full fiscal year prior to the COVID-19 public health emergency, use of funds for government services must be forward looking for costs incurred by the recipient after March 3, 2021.

   d. Investments in Water, Sewer, and Broadband: Recipients may use SLFRF award funds to make necessary investments in water, sewer, and broadband infrastructure. Recipients may use SLFRF award funds to cover costs incurred for eligible projects planned or started prior to March 3, 2021, provided that the project costs covered by the SLFRF award funds were incurred by the recipient after March 3, 2021.

   Any funds not obligated or expended for eligible uses by the timelines above must be returned to Treasury, including any unobligated or unexpended funds that have been provided to subrecipients and contractors as part of the award closeout process pursuant to 2 C.F.R. 200.344(d). For the purposes of determining expenditure eligibility, Treasury's final rule provides

that "incurred" means the recipient has incurred an obligation, which has the same meaning given to "financial obligation" in 2 CFR 200.1.

3. **Reporting.** Generally, recipients must submit one initial Interim Report, quarterly or annual Project and Expenditure reports which include subaward reporting, and in some cases annual Recovery Plan reports. Treasury's final rule and Part 2 of this guidance provide more detail around SLFRF reporting requirements.

4. **Expenditure Categories**. Treasury's final rule provides greater flexibility and simplicity for recipients to fight the pandemic and support families and businesses struggling with its impacts, maintain vital services amid revenue shortfalls, and build a strong, resilient, and equitable recovery. As such, recipients will report on a broader set of eligible uses and associated Expenditure Categories ("EC"), starting with the April 2022 Project and Expenditure Report. Appendix 1 includes the new ECs, as well as a reference to previous ECs used for reporting under the interim final rule.

Assistance Listing

The Assistance Listing for the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) was published May 28, 2021 on SAM.gov under Assistance Listing Number ("ALN"), formerly known as CFDA Number, **21.027**.

The assistance listing includes helpful information including program purpose, statutory authority, eligibility requirements, and compliance requirements for recipients. The ALN is the unique 5-digit number assigned to identify a federal assistance listing, and can be used to search for federal assistance program information, including funding opportunities, spending on USASpending.gov, or audit results through the Federal Audit Clearinghouse.

To expedite payments and meet statutory timelines Treasury issued initial payments under an existing ALN, 21.019, assigned to the CRF. If you have already received funds or captured the initial number in your records, please update your systems and reporting to reflect the new ALN 21.027 for the SLFRF program. **Recipients must use ALN 21.027 for all financial accounting, subawards, and associated program reporting requirements for the SLFRF awards.**

D. Uniform Administrative Requirements

The SLFRF awards are generally subject to the requirements set forth in the Uniform Guidance. In all instances, your organization should review the Uniform Guidance requirements applicable to your organization's use of SLFRF funds, and SLFRF-funded projects. Recipients should consider how and whether certain aspects of the Uniform Guidance apply.

The following sections provide a general summary of your organization's compliance responsibilities under applicable statutes and regulations, including the Uniform Guidance, as described in the most recent compliance supplement issued by OMB. Note that the descriptions below are only general summaries and all recipients and subrecipients are advised to carefully review the Uniform Guidance requirements and any additional regulatory and statutory requirements applicable to the program.

1. **Allowable Activities.** Each recipient should review program requirements, including Treasury's final rule and the recipient's Award Terms and Conditions, to determine and record eligible uses of SLFRF funds. Per 2 CFR Part 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds, and document determinations.

2. **Allowable Costs/Cost Principles.** As outlined in the Uniform Guidance at 2 CFR Part 200, Subpart E regarding Cost Principles, allowable costs are based on the premise that a recipient is responsible for the effective administration of Federal awards, application of sound management practices, and administration of Federal funds in a manner consistent with the program objectives and terms and conditions of the award. Recipients must implement robust internal controls and effective monitoring to ensure compliance with the Cost Principles, which are important for building trust and accountability.

   SLFRF funds may be, but are not required to be, used along with other funding sources for a given project. Recipients should note that SLFRF funds available under the "revenue loss" eligible use category generally may be used to meet the non-federal cost-share or matching requirements of other federal programs. If a recipient seeks to use SLFRF funds to satisfy match or cost-share requirements for a federal grant program, the recipient should first confirm with the relevant awarding agency that no waiver has been granted for that program, that no other circumstances enumerated under 2 CFR 200.306(b) would limit the use of SLFRF funds to meet the match or cost-share requirement, and that there is no other statutory or regulatory impediment to using the SLFRF funds for the match or cost-share requirement. For instance, recipients should note that SLFRF funds may not be used as the non-federal share for purposes of a state's Medicaid and CHIP programs because the OMB has approved a waiver from this provision as requested by the Centers for Medicare & Medicaid Services pursuant to 2 CFR 200.102 of the Uniform Guidance and related regulations.

   SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. As an example, the Infrastructure Investment and Jobs Act provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects. Recipients should consult the final rule for further details if they seek to utilize SLFRF funds as a match for these projects.

   Treasury's final rule, program guidance, and the Uniform Guidance outline the types of costs that are allowable, including certain audit costs. For example, per 2 CFR 200.425, a reasonably proportionate share of the costs of audits required by the Single Audit Act Amendments of 1996 are allowable; however, costs for audits that were not performed in accordance with 2 CFR Part 200, Subpart F and the Compliance Supplement are not allowable. Please see 2 CFR Part 200, Subpart E regarding the Cost Principles for more information.

   a. Administrative costs*:* Recipients may use funds for administering the SLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements.[2] Further, costs must be reasonable and allocable as outlined in 2 CFR 200.404 and 2 CFR 200.405. Pursuant to the SLFRF Award Terms and Conditions, recipients are permitted to charge both direct and indirect costs to their SLFRF award as administrative costs as long as they are accorded consistent treatment per 2 CFR 200.403. Direct costs are those that are identified specifically as costs of implementing the SLFRF program objectives, such as contract support, materials, and supplies for a project. Indirect costs are general overhead costs of an organization where a portion of such costs are allocable to the SLFRF award such as the cost of facilities or administrative functions like a director's office.[3][4] Each category of cost should be treated consistently in like circumstances as direct or indirect, and

[2] Recipients also may use SLFRF funds directly for administrative costs to improve the design and execution of programs responding to the COVID-19 pandemic and to administer or improve the efficacy of programs addressing the public health emergency or its negative economic impacts. 31 CFR 35.6(b)(3)(ii)(E)(3).
[3] 2 CFR 200.413 Direct Costs.
[4] 2 CFR 200.414 Indirect Costs.

recipients may not charge the same administrative costs to both direct and indirect cost categories, or to other programs. If a recipient has a current Negotiated Indirect Costs Rate Agreement ("NICRA") established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then the recipient may use its current NICRA. Alternatively, if the recipient does not have a NICRA, the recipient may elect to use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 CFR 200.414(f).

b. Salaries and Expenses*:* In general, certain employees' wages, salaries, and covered benefits are an eligible use of SLFRF award funds. Please see Treasury's final rule for details.

3. **Cash Management.** SLFRF payments made to recipients are not subject to the requirements of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR Part 205 or 2 CFR 200.305(b)(8)-(9).

   As such, recipients can place funds in interest-bearing accounts, do not need to remit interest to Treasury, and are not limited to using that interest for eligible uses under the SLFRF award.

4. **Eligibility.** Under this program, recipients are responsible for ensuring funds are used for eligible purposes. Generally, recipients must develop and implement policies and procedures, and retain records, to determine and monitor implementation of criteria for determining the eligibility of beneficiaries and/or subrecipients. Your organization, and if applicable, the subrecipient(s) administering a program on behalf of your organization, will need to maintain procedures for obtaining information evidencing a given beneficiary, subrecipient, or contractor's eligibility, including a valid SAM.gov registration (except with respect to individuals or households for which a SAM.gov registration is not required). Implementing risk-based due diligence for eligibility determinations is a best practice to augment your organization's existing controls.

5. **Equipment and Real Property Management.** Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose, unless stated otherwise by Treasury. Consistent with 2 CFR 200.311 and 2 CFR 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity, consistent with any guidance that Treasury may issue. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.

6. **Matching, Level of Effort, Earmarking.** There are no matching, level of effort, or earmarking compliance responsibilities associated with the SLFRF award. See Section C.1 (Eligible and Restricted Uses of SLFRF Funds) for a discussion of restrictions on use of SLFRF funds. Please see 2. Allowable Costs/Cost Principles above for information on the use of SLFRF funds for non-Federal match or cost-sharing requirements in other Federal programs.

7. **Period of Performance.** Your organization should also develop and implement internal controls related to activities occurring outside the period of performance. For example, each recipient should articulate each project's policy on allowability of costs incurred prior to award or start of the period of performance. All funds remain subject to statutory requirements that they must be used for costs incurred by the recipient during the period that begins on March 3, 2021, and ends on December 31, 2024, and that award funds for the financial obligations incurred by December 31, 2024 must be expended by December 31, 2026. Any funds not used must be returned to Treasury as part of the award closeout process pursuant to 2 C.F.R. 200.344(d).

8. **Procurement, Suspension & Debarment.** Recipients are responsible for ensuring that any procurement using SLFRF funds, or payments under procurement contracts using such funds,

are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. The Uniform Guidance establishes in 2 CFR 200.319 that all procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 CFR 200.320, which allows for non-competitive procurements only in circumstances where at least one of the conditions below is true: the item is below the micro-purchase threshold; the item is only available from a single source; the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or after solicitation of a number of sources, competition is determined inadequate.[5] Recipients must have and use documented procurement procedures that are consistent with the standards outlined in 2 CFR 200.317 through 2 CFR 200.320. The Uniform Guidance requires an infrastructure for competitive bidding and contractor oversight, including maintaining written standards of conduct and prohibitions on dealing with suspended or debarred parties. Your organization must ensure adherence to all applicable local, State, and federal procurement laws and regulations.

9. **Program Income.** Generally, program income includes, but is not limited to, income from fees for services performed, the use or rental of real or personal property acquired under Federal awards, and principal and interest on loans made with Federal award funds. Program income does not include interest earned on advances of Federal funds, rebates, credits, discounts, or interest on rebates, credits, or discounts. Recipients of SLFRF funds should calculate, document, and record the organization's program income. Additional controls that your organization should implement include written policies that explicitly identify appropriate allocation methods, accounting standards and principles, compliance monitoring checks for program income calculations, and records.

   The Uniform Guidance outlines the requirements that pertain to program income at 2 CFR 200.307. Treasury intends to provide additional guidance regarding program income and the application of 2 CFR 200.307(e)(1).

10. **Reporting.** All recipients of federal funds must complete financial, performance, and compliance reporting as required and outlined in Part 2 of this guidance. Expenditures may be reported on a cash or accrual basis, as long as the methodology is disclosed and consistently applied. Reporting must be consistent with the definition of expenditures pursuant to 2 CFR 200.1. Your organization should appropriately maintain accounting records for compiling and reporting accurate, compliant financial data, in accordance with appropriate accounting standards and principles.

    In addition, where appropriate, your organization needs to establish controls to ensure completion and timely submission of all mandatory performance and/or compliance reporting. See Part 2 of this guidance for a full overview of recipient reporting responsibilities.

    Consolidated jurisdictions or other types of jurisdictions that received multiple SLFRF allocations (e.g., a county and city with a consolidated government), are only required to file once per reporting period, and such reports will cover the total SLFRF allocations received by the jurisdiction. This includes Non-entitlement units of local government ("NEUs") and/or Units of general local government within counties that are not units of general local government ("Non-UGLGs"). In addition, the total SLFRF allocations across all sources for a given jurisdiction will be used to identify that jurisdiction's Reporting Tier.

11. **Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as described under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

[5] 2 CFR 200.320(c)(1)-(3) and (5). 2 CFR 200.320(c)(4) is excluded from application to the SLFRF program as outlined in the ALN.

First, your organization must clearly identify to the subrecipient: (1) that the award is a subaward of SLFRF funds; (2) any and all compliance requirements for use of SLFRF funds; and (3) any and all reporting requirements for expenditures of SLFRF funds.

Next, your organization will need to evaluate each subrecipient's risk of noncompliance based on a set of common factors. These risk assessments may include factors such as prior experience in managing Federal funds, previous audits, personnel, and policies or procedures for award execution and oversight. Ongoing monitoring of any given subrecipient should reflect its assessed risk and include monitoring, identification of deficiencies, and follow-up to ensure appropriate remediation.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

Recipients should note that NEUs and Non-UGLGs are not subrecipients under the SLFRF program. They are SLFRF recipients that will report directly to Treasury.

Recipients should also note that subrecipients do not include individuals and organizations that received SLFRF funds as end users. Such individuals and organizations are beneficiaries and not subject to audit pursuant to the Single Audit Act and 2 C.F.R. Part 200, Subpart F.

Many recipients may choose to provide a subaward or contract to other entities to provide services to other end users. For example, a recipient may provide a subaward to a nonprofit to provide homeless services to individuals experiencing homelessness. In this case, the subaward to a nonprofit is based on the services that the recipient intends to provide (assistance to households experiencing homelessness), and the nonprofit is serving as the subrecipient, providing services on behalf of the recipient. Subrecipients are subject to an audit pursuant to the Single Audit Act and 2 CFR part 200, subpart F regarding audit requirements, whereas contractors are not subject to an audit pursuant to the Single Audit Act and 2 CFR part 200, subpart F regarding audit requirements.

12. **Special Tests and Provisions.** Treasury may issue subregulatory guidance as well as frequently asked questions.

Across each of the compliance requirements above, Treasury has described some best practices for development of internal controls in **Table 1** below, with an example of each best practice.

Table 1: Internal controls best practices

Best Practice	Description	Example
Written policies and procedures	Formal documentation of recipient policies and procedures	Documented procedure for determining worker eligibility for premium pay
Written standards of conduct	Formal statement of mission, values, principles, and professional standards	Documented code of conduct / ethics for subcontractors
Risk-based due diligence	Pre-payment validations conducted according to an assessed level of risk	Enhanced eligibility review of subrecipient with imperfect performance history
Risk-based compliance monitoring	Ongoing validations conducted according to an assessed level of risk	Higher degree of monitoring for projects that have a higher risk of fraud, given program characteristics

Best Practice	Description	Example
Record maintenance and retention	Creation and storage of financial and non-financial records.	Storage of all subrecipient payment information.

E. Award Terms and Conditions

The Award Terms and Conditions of the SLFRF financial assistance agreement sets forth the compliance obligations for recipients pursuant to the SLFRF statute, the Uniform Guidance, Treasury's final rule, and applicable federal laws and regulations. Recipients should ensure they remain in compliance with all Award Terms and Conditions. These obligations include the following items in addition to those described above:

1. **SAM.gov Requirements.** All eligible recipients are also required to have an active registration with the System for Award Management ("SAM") (https://www.sam.gov) pursuant to 2 CFR Part 25. To ensure timely receipt of funding, Treasury has stated that NEUs who have not previously registered with SAM.gov may do so after receipt of the award, but before the submission of mandatory reporting.[6]

2. **Recordkeeping Requirements.** Generally, your organization must maintain records and financial documents for five years after all funds have been expended or returned to Treasury, as outlined in paragraph 4.c. of the Award Terms and Conditions. Treasury may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

   Your organization must agree to provide or make available such records to Treasury upon request, and to the Government Accountability Office ("GAO"), Treasury's Office of Inspector General ("OIG"), and their authorized representative in order to conduct audits or other investigations.

3. **Single Audit Requirements.** Recipients and subrecipients that expend more than $750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements.[7] Note that the Compliance Supplement provides information on the existing, important compliance requirements that the federal government expects to be considered as a part of such audit. The Compliance Supplement is routinely updated, and is made available in the Federal Register and on OMB's website: https://www.whitehouse.gov/omb/office-federal-financial-management/ Recipients and subrecipients should consult the Federal Audit Clearinghouse to see examples of Single Audit submissions.

4. **Civil Rights Compliance**. Recipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public

[6] See flexibility provided in https://www.whitehouse.gov/wp-content/uploads/2021/03/M_21_20.pdf.
[7] For-profit entities that receive SLFRF subawards are not subject to Single Audit requirements. However, they are subject to other audits as deemed necessary by authorized governmental entities, including Treasury and Treasury's OIG.

Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, Treasury will collect and review information from non-Tribal recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status. This collection does not apply to Tribal governments[8].

[8] Please note, as explained in Treasury FAQ 12.1, that the award terms and conditions for Treasury's pandemic recovery programs, including the SLFRF, do not impose antidiscrimination requirements on Tribal governments beyond what would otherwise apply under federal law.

Part 2: Reporting Guidance

There are three types of reporting requirements for the SLFRF program. The report requirements are approved and documented under OMB PRA number - OMB # 1505-0271.

- **Interim Report:** Provide initial overview of status and uses of funding. This is a one-time report. **See Section A, page 16.**

- **Project and Expenditure Report:** Report on projects funded, expenditures, and contracts and subawards over $50,000, and other information. **See Section B, page 17.**

- **Recovery Plan Performance Report:** The Recovery Plan Performance Report (the "Recovery Plan") will provide information on the projects that large recipients are undertaking with program funding and how they plan to ensure program outcomes are achieved in an effective, efficient, and equitable manner. It will include key performance indicators identified by the recipient and some mandatory indicators identified by Treasury. The Recovery Plan will be posted on the website of the recipient as well as provided to Treasury. **See Section C, page 28.**

The reporting threshold is based on the total award amount allocated by Treasury under the SLFRF program, not the funds received by the recipient as of the time of reporting.

States and territories are also required to submit information on their distributions to NEUs. Please refer to Section D for additional details.

Table 2: Reporting requirements by recipient type

Tier	Recipient	Interim Report	Project and Expenditure Report	Recovery Plan Performance Report
1	States, U.S. territories, metropolitan cities and counties with a population that exceeds 250,000 residents	By August 31, 2021 or 60 days after receiving funding if funding was received by October 15, with expenditures by category. *Note: NEUs were not required to submit an Interim Report*	By January 31, 2022, and then 30 days after the end of each quarter thereafter *Note: NEUs were not required to submit a Project and Expenditure Report on January 31, 2022. The first reporting date for NEUs will be April 30, 2022.*	By August 31, 2021 or 60 days after receiving funding, and annually thereafter by July 31
2	Metropolitan cities and counties with a population below 250,000 residents that are allocated more than $10 million in SLFRF funding, and NEUs that are allocated more than $10 million in SLFRF funding.			
3	Tribal Governments that are allocated more than $30 million in SLFRF funding			
4	Tribal Governments that are allocated less than $30 million in SLFRF funding		By April 30, 2022, and then annually thereafter	
5	Metropolitan cities and counties with a population below 250,000 residents that are allocated less than $10 million in SLFRF funding, and NEUs that are allocated less than $10 million in SLFRF funding.			

Note: Based on the period of performance, reports will be collected through April 30, 2027. See the specific due dates listed in Sections B and C.

As mentioned above, the total SLFRF allocations across all sources for a given jurisdiction will be used to identify that jurisdiction's Reporting Tier, beginning in April of 2022. Treasury may reach out to jurisdictions to update Reporting Tiers.

The remainder of this document describes these reporting requirements. User guides describing how and where to submit required reports are posted at www.treasury.gov/SLFRPReporting and updated on a regular basis.

Comparison to reporting for the CRF

This guidance does not change the reporting or compliance requirements pertaining to the CRF. Reporting and compliance requirements for the SLFRF are separate from CRF reporting requirements. Differences between CRF and SLFRF include:

- **Project, Expenditure, and Subaward Reporting**: The SLFRF reporting requirements leverage the existing reporting regime used for CRF to foster continuity and provide many recipients with a familiar reporting mechanism. The data elements for the Project and Expenditure Report will largely mirror those used for CRF, with some minor exceptions noted in this guidance. The users' guide will describe how reporting for CRF funds will relate to reporting for the SLFRF.
- **Timing of Reports**: CRF reports were due within 10 days of each calendar quarter end. For quarterly reporters, SLFRF reporting will be due the last day of the month following the end of the period covered. For annual reporters, SLFRF reporting will be due on an annual schedule (see table in Section B below).
- **Program and Performance Reporting**: The CRF reporting did not include any program or performance reporting. To build public awareness and accountability and allow Treasury to monitor compliance with eligible uses, some program and performance reporting is required for SLFRF.

A. Interim Report

Note: The Interim Reports were submitted under the interim final rule.

States, U.S. territories, metropolitan cities, counties, and Tribal governments were required to submit a one-time interim report with expenditures[9] by Expenditure Category covering the period from March 3rd to July 31, 2021, by August 31, 2021 or sixty (60) days after first receiving funding if the recipient's date of award was between July 15, 2021 and October 15, 2021. The recipient was required to enter obligations[10] and expenditures and, for each, select the specific expenditure category from the available options. See Appendix 3 for Expenditure Categories applicable for the Interim Report.

1. Required Programmatic Data

Recipients were also required to provide the following information if they had or planned to have expenditures in the following Expenditure Categories.

a. Revenue replacement (EC 6.1[11]): Key inputs into the revenue replacement formula in the Interim Final Rule and estimated revenue loss due to the Covid-19 public health emergency calculated using the formula in the Interim Final Rule as of December 31, 2020.
- Base year general revenue (e.g., revenue in the last full fiscal year prior to the public health emergency)
- Fiscal year end date
- Growth adjustment used (either 4.1 percent or average annual general revenue growth over 3 years prior to pandemic)
- Actual general revenue as of the twelve months ended December 31, 2020

[9] For purposes of reporting in the SLFRF portal, an expenditure is the amount that has been incurred as a liability of the entity (the service has been rendered or the good has been delivered to the entity).
[10] For purposes of reporting in the SLFRF portal, an obligation is an order placed for property and services, contracts and subawards made, and similar transactions that require payment.
[11] See Appendix 3 for the full Expenditure Category (EC) list. Please note that Appendix 3 includes the expenditure categories under the interim final rule, applicable to the Interim Report.

- Estimated revenue loss due to the Covid-19 public health emergency as of December 31, 2020
- An explanation of how revenue replacement funds were allocated to government services (Note: additional instructions was provided in the user guide)

In calculating general revenue and the other items discussed above, recipients should have used audited data if it was available. When audited data was not available, recipients were not required to obtain audited data if substantially accurate figures could be produced on an unaudited basis. Recipients should have used their own data sources to calculate general revenue and did not need to rely on revenue data published by the Census Bureau. Treasury acknowledges that due to differences in timing, data sources, and definitions, recipients' self-reported general revenue figures may differ from those published by the Census Bureau. Recipients were permitted to provide data on a cash, accrual, or modified accrual basis, provided that recipients are consistent in their choice of methodology throughout the covered period and until reporting is no longer required. Recipients' reporting should align with their own financial reporting.

In calculating general revenue, recipients should have excluded all intergovernmental transfers from the federal government. This includes, but is not limited to, federal transfers made via a State to a locality pursuant to the CRF or SLFRF. To the extent federal funds are passed through States or other entities or intermingled with other funds, recipients should have attempted to identify and exclude the federal portion of those funds from the calculation of general revenue on a best-efforts basis.

Consistent with the broad latitude provided to recipients to use funds for government services to the extent of reduction in revenue, recipients were required to submit a description of services provided. This description may be in narrative or in another form, and recipients were encouraged to report based on their existing budget processes and to minimize administrative burden. For example, a recipient with $100 in revenue replacement funds available could indicate that $50 were used for law enforcement operating expenses and $50 were used for pay-go building of sidewalk infrastructure. As discussed in the interim final rule, these services can include a broad range of services but may not be used directly for pension deposits or debt service.

Reporting requirements did not require tracking the indirect effects of Fiscal Recovery Funds, apart from the restrictions on use of Fiscal Recovery Funds to offset a reduction in net tax revenue. In addition, recipients were required to indicate that Fiscal Recovery Funds were not used to make a deposit in a pension fund.

B. Project and Expenditure Report

All recipients are required to submit Project and Expenditure Reports.

Note on NEUs: To facilitate reporting, each NEU will need a NEU Recipient Number. This is a unique identification code for each NEU assigned by the State or territory to the NEU as part of its request for funding.

1. Quarterly Reporting

The following recipients are required to submit quarterly Project and Expenditure Reports:

- States and U.S. territories
- Tribal governments that are allocated more than $30 million in SLFRF funding
- Metropolitan cities and counties with a population that exceeds 250,000 residents

- Metropolitan cities and counties with a population below 250,000 residents that are allocated more than $10 million in SLFRF funding and NEUs that are allocated more than $10 million in SLFRF funding.

For these recipients, the initial quarterly Project and Expenditure Report covers three calendar quarters from March 3, 2021 to December 31, 2021 and was required to be submitted to Treasury by January 31, 2022. The subsequent quarterly reports will cover one calendar quarter and must be submitted to Treasury by the last day of the month following the end of the period covered. Quarterly reports are not due concurrently with applicable annual reports. **Table 3** summarizes the quarterly report timelines:

Table 3: Quarterly Project and Expenditure Report Timeline

Report	Year	Quarter	Period Covered	Due Date
1	2021	2 – 4	March 3 – December 31	January 31, 2022
2	2022	1	January 1 – March 31	April 30, 2022
3	2022	2	April 1 – June 30	July 31, 2022
4	2022	3	July 1 – September 30	October 31, 2022
5	2022	4	October 1 – December 31	January 31, 2023
6	2023	1	January 1 – March 31	April 30, 2023
7	2023	2	April 1 – June 30	July 31, 2023
8	2023	3	July 1 – September 30	October 31, 2023
9	2023	4	October 1 – December 31	January 31, 2024
10	2024	1	January 1 – March 31	April 30, 2024
11	2024	2	April 1 – June 30	July 31, 2024
12	2024	3	July 1 – September 30	October 31, 2024
13	2024	4	October 1 – December 31	January 31, 2025
14	2025	1	January 1 – March 31	April 30, 2025
15	2025	2	April 1 – June 30	July 31, 2025
16	2025	3	July 1 – September 30	October 31, 2025
17	2025	4	October 1 – December 31	January 31, 2026
18	2026	1	January 1 – March 31	April 30, 2026
19	2026	2	April 1 – June 30	July 31, 2026
20	2026	3	July 1 – September 30	October 31, 2026
21	2026	4	October 1 – December 31	March 31, 2027

2. Annual Reporting

The following recipients are required to submit annual Project and Expenditure Reports:

- Tribal governments that are allocated less than $30 million in SLFRF funding
- Metropolitan cities and counties with a population below 250,000 residents that are allocated less than $10 million in SLFRF funding and NEUs that are allocated less than $10 million in SLFRF funding.

For these recipients, the initial Project and Expenditure Report will cover from March 3, 2021 to March 31, 2022 and must be submitted to Treasury by April 30, 2022. The subsequent annual reports will cover one calendar year and must be submitted to Treasury by April 30. **Table 4** summarizes the annual report timelines:

Table 4: Annual Project and Expenditure Report timeline

Report	Period Covered	Due Date
1	March 3, 2021 – March 31, 2022	April 30, 2022
2	April 1, 2022 – March 31, 2023	April 30, 2023
3	April 1, 2023 – March 31, 2024	April 30, 2024
4	April 1, 2024 – March 31, 2025	April 30, 2025
5	April 1, 2025 – March 31, 2026	April 30, 2026
6	April 1, 2026 – December 31, 2026	April 30, 2027

3. Required Information

The following information will be required in Project and Expenditure Reports for both quarterly and annual reporting:

a. Projects: Provide information on all SLFRF funded projects. Projects are new or existing eligible government services or investments funded in whole or in part by SLFRF funding. For each project, the recipient will be required to enter the project name, identification number (created by the recipient), project expenditure category (see Appendix 1), description, and status of completion. Project descriptions must describe the project in sufficient detail to provide understanding of the major activities that will occur, and will be required to be between 50 and 250 words. Projects should be defined to include only closely related activities directed toward a common purpose. Recipients should review the Required Programmatic Data described in 3.g. below and define their projects at a sufficient level of granularity.

   Note: For each project, the recipient will be asked to select the appropriate Expenditure Category based on the scope of the project (see Appendix 1). Projects should be scoped to align to a single Expenditure Category. For select Expenditure Categories, the recipient will also be asked to provide additional programmatic data (described further below).

b. Obligations and Expenditures: Once a project is entered the recipient will be able to report on the project's obligations and expenditures. Recipients will be asked to report:
   - Current period obligation
   - Cumulative obligation
   - Current period expenditure
   - Cumulative expenditure

c. Project Status: Once a project is entered the recipient will be asked to report on project status each reporting period, in four categories:
   - Not Started
   - Completed less than 50 percent
   - Completed 50 percent or more
   - Completed

d. Program Income: Recipients should report the program income earned and expended to cover eligible project costs, if applicable.

e. Adopted Budget *(States, U.S. territories, metropolitan cities and counties with a population that exceeds 250,000 residents only)*: Each state, territory and metropolitan city and county with a population that exceeds 250,000 residents will provide the budget adopted for each project by its jurisdiction associated with SLFRF funds. Treasury will use this information to better understand the intended impact, identify opportunities for outreach, and understand the recipient's progress in program implementation. Treasury is not approving or pre-approving projects or budgets.
   - Recipients will enter the Adopted Budget based on information that exists currently in the recipient's financial systems and the recipient's established budget process. Treasury

understands that recipients may use different budget processes. For example, a recipient may consider a project budgeted once a legislature has appropriated funds; whereas another recipient may consider a project budgeted at the moment when the funds have been obligated.

- Additional information is provided on the differences between Adopted Budget, Obligations, and Expenditures as part of the user guide posted at www.treasury.gov/SLFRPReporting.

f. Project Demographic Distribution (applicable to Public Health and Negative Economic Impact ECs: EC 1.1-2.37)– *Collection to begin April 2022*

Recognizing the disproportionate public health and negative economic impacts of the pandemic on many households, communities, and other entities, recipients must report whether certain types of projects are targeted to impacted and disproportionately impacted communities. Recipients will be asked to respond to the following:

a. What Impacted and/or Disproportionally Impacted population does this project primarily serve? Please select the population primarily served.
b. If this project primarily serves more than one Impacted and/or Disproportionately Impacted population, please select up to two additional populations served.

Recipients will select from the following options:

	Impacted	Disproportionately Impacted
Public Health	• General Public	
Assistance to Households	• Low- or-moderate income households or populations[12] • Households that experienced unemployment • Households that experienced increased food or housing insecurity • Households that qualify for certain federal programs[13] • For services to address lost instructional time in K-12 schools: any students that lost access to in-person instruction for a significant period of time • Other households or populations that experienced a negative	• Low-income households and populations[14] • Households and populations residing in Qualified Census Tracts • Households that qualify for certain federal programs[15] • Households receiving services provided by Tribal governments • Households residing in the U.S. territories or receiving services from these governments

[12] Low or moderate-income households and communities are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by the Department of Health and Human Services (HHS) or (ii) income at or below 65 percent of the Area Median Iarea median income for the county and size of household based on the most recently published data by the Department of Housing and Urban Development (HUD).

[13] For Impacted households, these programs are Children's Health Insurance Program ("CHIP"); Childcare Subsidies through the Child Care and Development Fund ("CCDF") Program; Medicaid; National Housing Trust Fund ("HTF"), for affordable housing programs only; Home Investment Partnerships Program ("HOME"), for affordable housing programs only.

[14] Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines by HHS or (ii) income at or below 40 percent of Area Median Income for its county and size of household based on the most recently published data by HUD.

[15] For Disproportionately Impacted households, these programs are Temporary Assistance for Needy Families ("TANF"), Supplemental Nutrition Assistance Program ("SNAP"), Free- and Reduced-Price Lunch ("NSLP") and/or School Breakfast ("SBP") programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income ("SSI"), Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children ("WIC"), Section 8 Vouchers, Low-Income Home Energy Assistance Program ("LIHEAP"), and Pell Grants.

	Impacted	Disproportionately Impacted
	economic impact of the pandemic other than those listed above (please specify)	• For services to address educational disparities, Title I eligible schools[16] • Other households or populations that experienced a disproportionate negative economic impact of the pandemic other than those listed above (please specify)
Assistance to Small Businesses	• Small businesses that experienced a negative economic impact of the pandemic • Classes of small businesses designated as negatively economically impacted by the pandemic (please specify)	• Small businesses operating in Qualified Census Tracts • Small businesses operated by Tribal governments or on Tribal lands • Small businesses operating in the U.S. territories • Other small businesses disproportionately impacted by the pandemic (please specify)
Assistance to Non-Profits	• Non-Profits that experienced a negative economic impact of the pandemic (please specify) • Classes of non-profits designated as negatively economically impacted by the pandemic (please specify)	• Non-profits operating in Qualified Census Tracts • Non-profits operated by Tribal governments or on Tribal lands • Non-profits operating in the U.S. territories • Other non-profits disproportionately impacted by the pandemic (please specify)
Aid to Impacted Industries	• Travel, tourism, or hospitality sectors (including Tribal development districts) • Industry outside the travel, tourism, or hospitality sectors that experienced a negative economic impact of the pandemic (please specify)	N/A

g. Subawards, Contracts, Grants, Loans, Transfers, and Direct Payments: Each recipient shall also provide detailed obligation and expenditure information for any contracts and grants awarded, loans issued, transfers made to other government entities, and direct payments made by the recipient that are greater than $50,000.

Recipients do not need to submit separate monthly subaward reports to FSRS.gov as required pursuant to the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, which is included in the SLFRF Award Terms and Conditions. Treasury will submit this reporting on behalf of recipients using the $50,000 reporting threshold, timing, and data elements discussed in this guidance. If recipients choose to continue reporting to FSRS.gov in addition to reporting directly to Treasury on these funds, they may do so and will be asked to notify Treasury as part of their quarterly submission.

[16] For educational services and other efforts to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school service as eligible. "Title I eligible schools" means schools eligible to receive services under section 1113 of Title I, Part A of the Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6313), including schools served under section 1113(b)(1)(C) of that Act.

In general, recipients will be asked to provide the following information for each Contract, Grant, Loan, Transfer, or Direct Payment greater than $50,000:

- Subrecipient identifying and demographic information (e.g., DUNS/UEI/TIN number and location)
- Award number (e.g., Award number, Contract number, Loan number)
- Award date, type, amount, and description
- Award payment method (reimbursable or lump sum payment(s))
- For loans, expiration date (date when loan expected to be paid in full)
- Primary place of performance
- Related project name(s)
- Related project identification number(s) (created by the recipient)
- Period of performance start date
- Period of performance end date
- Quarterly obligation amount
- Quarterly expenditure amount
- Project(s)
- Additional programmatic performance indicators for select Expenditure Categories (see below)

Aggregate reporting is required for contracts, grants, transfers made to other government entities, loans, direct payments that are below $50,000. This information will be accounted for by Expenditure Category at the project level. Note that all obligations and expenditures made directly to individuals, regardless of dollar amount, should be included in aggregate reporting.

As required by the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, recipients must also report the names and total compensation of their five most highly compensated executives and their subrecipients' executives for the preceding completed fiscal year if (1) the recipient received 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as provided by 2 CFR 170.320 (and subawards), and received $25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act (and subawards), and (2) if the information is not otherwise public. In general, most SLFRF recipients are governmental entities with executive salaries that are already disclosed, so no additional information would be required to be reported. The recipient is responsible for the subrecipients' compliance with registering and maintaining an updated profile on SAM.gov.

h. Civil Rights Compliance: Treasury will request information on recipients' compliance with Title VI of the Civil Rights Act of 1964, as applicable, on an annual basis. This information may include a narrative describing the recipient's compliance with Title VI, along with other questions and assurances. This collection does not apply to Tribal governments[17]

i. Ineligible Activities: Tax Offset Provision (States and territories only): Treasury may collect additional information related to the Tax Offset Provision as described in section 602(c)(2) of the Social Security Act and implemented under 31 CFR 35.8 as part of the Project and Expenditure Report, such as but not limited to revenue reducing covered changes. Please see Section C.11 (Recovery Plan, Ineligible Activities: Tax Offset Provision) for more information.

[17] Please note, as explained in Treasury FAQ 12.1, that the award terms and conditions for Treasury's pandemic recovery programs, including the SLFRF, do not impose antidiscrimination requirements on Tribal governments beyond what would otherwise apply under federal law.

j. Required Programmatic Data (other than infrastructure projects): For all projects listed under the following Expenditure Categories (see Appendix 1), the information listed must be provided in each report.

1. Public Health and Negative Economic Impact (EC 1.1-3.5) - *Collection to begin in April 2022*
   - Brief description of structure and objectives of assistance program(s), including public health or negative economic impact experienced
   - Brief description of how a recipient's response is related and reasonably and proportional to a public health or negative economic impact of COVID-19.[18]

     Note: The final rule presumes that all enumerated eligible uses for programs and services, including COVID-19 mitigation and prevention programs and services, are reasonably proportional responses to the harm identified unless a response is grossly disproportionate to the type or extent of harm experienced. Many of the Eligibility Categories encompass multiple specific enumerated eligible uses and may be provided to a variety of populations. For example, EC 2.13 *Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* includes a wide array of financial, educational, child development, or health supports, or other supports necessary, including supports for kinship care and may be provided to foster youth and/or families involved in the child welfare system. Between these two fields above, recipients should provide enough information to identify the type of enumerated eligible use being provided within the EC (e.g., kinship care support services), the public health or economic impact experienced, who the program and/or service is being provided to, and what services are being provided (e.g., respite resources). For enumerated eligible uses, recipients are not required to provide substantive documentation that the response is related and reasonably proportional in the Project and Expenditure Report.

2. Capital Expenditures (EC 1.1-3.5) - *Collection began in January 2022, with additional optional fields to begin in April 2022; optional fields will become required in July 2022*
   - Does this project include a capital expenditure? *(Collection began in January 2022)*
   - Total expected capital expenditure, including pre-development costs, if applicable *(Collection began in January 2022)*
   - Type of capital expenditure, based on the following enumerated uses (This field is *optional in April 2022; required in July 2022*):
     - COVID-19 testing sites and laboratories, and acquisition of related equipment
     - COVID-19 vaccination sites
     - Medical facilities generally dedicated to COVID-19 treatment and mitigation (e.g., emergency rooms, intensive care units, telemedicine capabilities for COVID-19 related treatment)
     - Temporary medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs
     - Acquisition of equipment for COVID-19 prevention and treatment, including ventilators, ambulances, and other medical or emergency services equipment
     - Emergency operations centers and acquisition of emergency response equipment (e.g., emergency response radio systems)
     - Installation and improvement of ventilation systems in congregate settings, health facilities, or other public facilities
     - Public health data systems, including technology infrastructure
     - Adaptations to congregate living facilities, including skilled nursing facilities, other long-term care facilities, incarceration settings, homeless shelters, residential foster

[18] Please note that capital expenditures are not considered "programs and services" and are not presumed to be reasonably proportional responses to an identified harm except as provided in the final rule.

care facilities, residential behavioral health treatment, and other group living facilities, as well as public facilities and schools (excluding construction of new facilities for the purpose of mitigating spread of COVID-19 in the facility)
    - Mitigation measures in small businesses, nonprofits, and impacted industries (e.g., developing outdoor spaces)
    - Behavioral health facilities and equipment (e.g., inpatient or outpatient mental health or substance use treatment facilities, crisis centers, diversion centers)
    - Technology and equipment to allow law enforcement to efficiently and effectively respond to the rise in gun violence resulting from the pandemic
    - Affordable housing, supportive housing, or recovery housing development
    - Food banks and other facilities primarily dedicated to addressing food insecurity
    - Transitional shelters (e.g., temporary residences for people experiencing homelessness)
    - Devices and equipment that assist households in accessing the internet (e.g., tablets, computers, or routers)
    - Childcare, daycare, and early learning facilities
    - Job and workforce training centers
    - Improvements to existing facilities to remediate lead contaminants (e.g., removal of lead paint)
    - Medical equipment and facilities designed to address disparities in public health outcomes (includes primary care clinics, hospitals, or integrations of health services into other settings)
    - Parks, green spaces, recreational facilities, sidewalks, pedestrian safety features like crosswalks, streetlights, neighborhood cleanup, and other projects to revitalize public spaces
    - Rehabilitations, renovation, remediation, cleanup, or conversions of vacant or abandoned properties
    - Schools and other educational facilities or equipment to address educational disparities
    - Technology and tools to effectively develop, execute, and evaluate government programs
    - Technology infrastructure to adapt government operations to the pandemic (e.g., video-conferencing software, improvements to case management systems or data sharing resources), reduce government backlogs, or meet increased maintenance needs
    - Other (please specify)
- For recipients (other than Tribal governments) investing in projects with total expected capital expenditures for an enumerated eligible use of $10 million or more, as well as projects with total expected capital expenditures for an "other" use of $1 million or more, please provide a written justification (This field is *optional in April 2022; required in July 2022)*
- For projects with total expected capital expenditures of over $10 million, provide labor reporting as outlined for infrastructure projects on pages 26 and 27 (This field is *optional in April 2022; required in July 2022*)

3. Use of Evidence (for relevant ECs noted in Appendix 1)—*Collection to begin April 2022*
    - The dollar amount of the total project spending that is allocated towards evidence-based interventions
    - Indicate if a program evaluation of the project is being conducted

4. Household Assistance (EC 2.1-2.8) – *Collection began January 2022*:
   - Number of households served (by program if recipient establishes multiple separate household assistance programs)

5. Small Business Economic Assistance (EC 1.8, 2.29-2.33) – *Collection to begin April 2022*
   - Number of small businesses served (by program if recipient establishes multiple separate small businesses assistance programs)

6. Assistance to Non-Profits (EC 1.9, 2.34)- *Collection to begin April 2022*
   - Number of Non-Profits served (by program if recipient establishes multiple separate non-profit assistance programs)

7. Aid to Travel, Tourism, and Hospitality or Other Impacted Industries (EC 1.10, 2.35-2.36) – *Collection to begin April 2022*:
   - If aid is provided to industries other than travel, tourism, and hospitality (EC 2.36), describe if the industry experienced at least 8 percent employment loss from pre-pandemic levels, or the industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the final rule, and rationale for providing aide to the industry
   - For each subaward:
     - Sector of employer (Note: additional detail, including list of sectors, to be provided in the user guide posted to www.treasury.gov/SLFRP)
     - Purpose of funds (e.g., payroll support, safety measure implementation)

8. Education Assistance (EC 2.14, 2.24-.2.27) – *Collection began in January 2022*:
   - The National Center for Education Statistics ("NCES") School ID or NCES District ID. List the School District if all schools within the school district received some funds. If not all schools within the school district received funds, list the School ID of the schools that received funds. These can allow evaluators to link data from the NCES to look at school-level demographics and, eventually, student performance.[19]

9. Payroll for Public Health and Safety Employees (EC 3.1) – *Collection began in January 2022*:
   - Number of government FTEs responding to COVID-19 supported under this authority

10. Rehiring Public Sector Staff (EC 3.2) – *Collection began in January 2022*:
    - Number of FTEs rehired by governments under this authority

11. Premium Pay (both Public Sector EC 4.1 and Private Sector EC 4.2) – *Collection began in January 2022*; *with additional optional field to begin April 2022*
    - List of sectors designated as critical to protecting the health and well-being of residents by the chief executive of the jurisdiction, if beyond those included in the final rule *(Collection began January 2022)*
    - Number of workers to be served (*Collection began January 2022)*
    - Employer sector for all subawards to third-party employers (i.e., employers other than the State, local, or Tribal government) (*Collection began January 2022)*
    - For groups of workers (e.g., an operating unit, a classification of worker, etc.) or, to the extent applicable, individual workers, other than those where the eligible worker receiving premium pay is earning (with the premium pay included) below 150 percent of their residing state or county's average annual wage for all occupations, as defined by the Bureau of Labor Statistics Occupational Employment and Wage Statistics, whichever is

[19] For more information on NCES identification numbers see https://nces.ed.gov/ccd/districtsearch/ (districts) and https://nces.ed.gov/ccd/schoolsearch/ (schools).

higher, on an annual basis; OR the eligible worker receiving premium pay is not exempt from the Fair Labor Standards Act overtime provisions:

- A brief written narrative justification of how the premium pay or grant is responsive to workers performing essential work during the public health emergency. This could include a description of the essential workers' duties, health or financial risks faced due to COVID-19, and why the recipient government determined that the premium pay was responsive to workers performing essential work during the pandemic. This description should not include personally identifiable information; when addressing individual workers, recipients should be careful not to include this information. Recipients may consider describing the workers' occupations and duties in a general manner as necessary to protect privacy (*Collection began January 2022)*

- Number of workers to be served with premium pay in K-12 schools (*Collection will begin April 2022)*

12. Revenue replacement (EC 6.1) – *Collection began in August 2021*:
As outlined in the final rule, recipients have the option to make a one-time decision to calculate revenue loss according to the formula outlined in the final rule or elect a "Standard Allowance" of up to $10 million, not to exceed the award allocation, to spend on government services throughout the period of performance. The option to make this one-time decision will be provided during the April 30, 2022 reporting deadline.

For recipients electing the "Standard Allowance," Treasury will presume that up to $10 million, not to exceed the award allocation, in revenue has been lost due to the public health emergency and recipients are permitted to use that amount to fund "government services." Please note that electing the standard allowance does not change a recipient's total allocation. Recipients must elect to use this standard allowance instead of calculating lost revenue using the formula.

For recipients calculating revenue loss according to the formula, the final rule permits recipients to choose whether to use calendar or fiscal year calculation dates. Recipients must use the same calculation time frame (calendar or fiscal year) throughout the award period.

Recipients calculating lost revenue using the formula should report the following:

- Choice of fiscal or calendar year revenue loss (choice must remain consistent throughout award period)
- General revenue collected over the past 12 months as of the most recent calculation date, as outlined in the final rule.
- Calculated revenue loss due to the Covid-19 public health emergency; and
- An explanation of how the revenue replacement funds were allocated to government services (note: additional instructions and/or template to be provided in user guide).

For information on treatment of future tax changes, please see the *Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule*.

k. Required Programmatic Data for Infrastructure Projects (EC 5): For all projects listed under the Water, Sewer, and Broadband Expenditure Categories (see Appendix 1), more detailed project-level information is required. Each project will be required to report expenditure data as described above, but will also report the following information:

1. All infrastructure projects (EC 5) – *Collection began in January 2022:*
   - Projected/actual construction start date (month/year)

- Projected/actual initiation of operations date (month/year)
- Location (for broadband, geospatial data of locations to be served)
- For projects over $10 million (based on expected total cost):
  a. A recipient may provide a certification that, for the relevant project, all laborers and mechanics employed by contractors and subcontractors in the performance of such project are paid wages at rates not less than those prevailing, as determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis-Bacon Act"), for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State (or the District of Columbia) in which the work is to be performed, or by the appropriate State entity pursuant to a corollary State prevailing-wage-in-construction law (commonly known as "baby Davis-Bacon Acts"). If such certification is not provided, a recipient must provide a project employment and local impact report detailing:
     - The number of employees of contractors and sub-contractors working on the project;
     - The number of employees on the project hired directly and hired through a third party;
     - The wages and benefits of workers on the project by classification; and
     - Whether those wages are at rates less than those prevailing.[20]
       Recipients must maintain sufficient records to substantiate this information upon request.
  b. A recipient may provide a certification that a project includes a project labor agreement, meaning a pre-hire collective bargaining agreement consistent with section 8(f) of the National Labor Relations Act (29 U.S.C. 158(f)). If the recipient does not provide such certification, the recipient must provide a project workforce continuity plan, detailing:
     - How the recipient will ensure the project has ready access to a sufficient supply of appropriately skilled and unskilled labor to ensure high-quality construction throughout the life of the project, including a description of any required professional certifications and/or in-house training;
     - How the recipient will minimize risks of labor disputes and disruptions that would jeopardize timeliness and cost-effectiveness of the project;
     - How the recipient will provide a safe and healthy workplace that avoids delays and costs associated with workplace illnesses, injuries, and fatalities, including descriptions of safety training, certification, and/or licensure requirements for all relevant workers (e.g., OSHA 10, OSHA 30);
     - Whether workers on the project will receive wages and benefits that will secure an appropriately skilled workforce in the context of the local or regional labor market; and
     - Whether the project has completed a project labor agreement.
  c. Whether the project prioritizes local hires.
  d. Whether the project has a Community Benefit Agreement, with a description of any such agreement.

2. <u>Water and sewer projects (EC 5.1-5.18)</u> *Required once the project starts:*
   - National Pollutant Discharge Elimination System (NPDES) Permit Number (if applicable; for projects aligned with the Clean Water State Revolving Fund) (*Collection began in January 2022)*
   - Public Water System (PWS) ID number (if applicable; for projects aligned with the Drinking Water State Revolving Fund) (*Collection began January 2022)*

[20] As determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis-Bacon Act"), for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State (or the District of Columbia) in which the work is to be performed.

- Median Household Income of service area *(Collection to begin in April 2022)*
- Lowest Quintile Income of the service area *(Collection to begin in April 2022)*

3. Broadband projects (EC 5.19-5.21) *Collection began in January 2022:*
   - Confirm that the project is designed to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds.
     - If the project is not designed to reliably meet or exceed symmetrical 100 Mbps download and upload speeds, explain why not, and
     - Confirm that the project is designed to, upon completion, meet or exceed 100 Mbps download speed and between at least 20 Mbps and 100 Mbps upload speed, and be scalable to a minimum of 100 Mbps download speed and 100 Mbps upload speed.
   - Please note: additional programmatic data will be required for broadband projects beginning in July 2022 and will be defined in a subsequent version of the Reporting Guidance.

I. NEU Documentation (NEUs only): Each NEU will also be asked to provide the following information once their accounts are established in Treasury's Reporting Portal and prior to the due date for their first Project and Expenditure Report (due April 30, 2022):
   - Copy of the signed award terms and conditions agreement (which was signed and submitted to the State as part of the request for funding)
   - Copy of the signed assurances of compliance with Title VI of the Civil Rights Act of 1964 (which was signed and submitted to the State as part of the request for funding)
   - Copy of actual budget documents validating the top-line budget total provided to the State as part of the request for funding

   NEU accounts will be established in Treasury's Portal based on information provided by the States or territories, as further described in Section Part 2 D below.

C. Recovery Plan Performance Report

Note: The guidance included in this section will be updated prior to July 31, 2022 to align with the final rule. The guidance below, including the Expenditure Categories, reflects the interim final rule.

States, territories, metropolitan cities, and counties with a population that exceeds 250,000 residents will also be required to publish and submit to Treasury a Recovery Plan performance report ("Recovery Plan"). Each Recovery Plan must be posted on the public-facing website of the recipient by the same date the recipient submits the report to Treasury. This reporting requirement includes uploading a link to the publicly available document report along with providing data in the Treasury reporting portal.

The Recovery Plan will provide the public and Treasury information on the projects recipients are undertaking with program funding and how they are planning to ensure program outcomes are achieved in an effective, efficient, and equitable manner. While this guidance outlines some minimum requirements for the Recovery Plan, each recipient is encouraged to add information to the plan they feel is appropriate to provide information to their constituents on efforts they are taking to respond to the pandemic and promote economic recovery. Each jurisdiction may determine the general form and content of the Recovery Plan, as long as it includes the minimum information determined by Treasury. Treasury provided a template (located at www.treasury.gov/SLFRP) but recipients may modify this template as appropriate for their jurisdiction. The Recovery Plan will include key performance indicators identified by the recipient and some mandatory indicators identified by Treasury.

The initial Recovery Plan will cover the period from the date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021, or 60 days after receiving funding. Thereafter, the

Recovery Plan will cover a 12-month period and recipients will be required to submit the report to Treasury within 30 days after the end of the 12-month period (by July 31**). Table 5** summarizes the report timelines:

Table 5 Recovery Plan Timeline

Annual Report	Period Covered	Due Date
1	Award Date – July 31, 2021	August 31, 2021
2	July 1, 2021 – June 30, 2022	July 31, 2022
3	July 1, 2022 – June 30, 2023	July 31, 2023
4	July 1, 2023 – June 30, 2024	July 31, 2024
5	July 1, 2024 – June 30, 2025	July 31, 2025
6	July 1, 2025 – June 30, 2026	July 31, 2026
7	July 1, 2026 – December 31, 2026	March 31, 2027

The Recovery Plan will include, at a minimum, the following information:

1. Executive Summary

Provide a high-level overview of the jurisdiction's intended and actual uses of funding including, but not limited to: the jurisdiction's plan for use of funds to promote a response to the pandemic and economic recovery, key outcome goals, progress to date on those outcomes, and any noteworthy challenges or opportunities identified during the reporting period.

2. Uses of Funds

Describe in further detail your jurisdiction's intended and actual uses of the funds, such as how your jurisdiction's approach would help support a strong and equitable recovery from the COVID-19 pandemic and economic downturn. Describe any strategies employed to maximize programmatic impact and effective, efficient, and equitable outcomes. Given the broad eligible uses of funds and the specific needs of the jurisdiction, please also explain how the funds would support the communities, populations, or individuals in your jurisdiction. Your description should address how you are promoting each of the following, to the extent they apply. Note that these expenditure categories reflect the interim final rule and will be updated prior to July 31, 2022 to align with the final rule.

a. Public Health (EC 1): As relevant, describe how funds are being used to respond to COVID-19 and the broader health impacts of COVID-19 and the COVID-19 public health emergency.
b. Negative Economic Impacts (EC 2): As relevant, describe how funds are being used to respond to negative economic impacts of the COVID-19 public health emergency, including to households and small businesses.
c. Services to Disproportionately Impacted Communities (EC 3): As relevant, describe how funds are being used to provide services to communities disproportionately impacted by the COVID-19 public health emergency.
d. Premium Pay (EC 4): As relevant, describe the approach, goals, and sectors or occupations served in any premium pay program. Describe how your approach prioritizes low-income workers.
e. Water, sewer, and broadband infrastructure (EC 5): Describe the approach, goals, and types of projects being pursued, if pursuing.
f. Revenue Replacement (EC 6): Describe the loss in revenue due to the COVID-19 public health emergency and how funds have been used to provide government services.

Where appropriate, recipients should also include information on your jurisdiction's use (or planned use) of other federal recovery funds including other programs under the American Rescue Plan such as Emergency Rental Assistance, Housing Assistance, and so forth, to provide broader context on the overall approach for pandemic recovery.

3. Promoting equitable outcomes

Describe efforts to promote equitable outcomes, including how programs were designed with equity in mind. Please include in your description how your jurisdiction will consider and measure equity at the various stages of the program, including:

a. Goals: Are there particular historically underserved, marginalized, or adversely affected groups that you intend to serve within your jurisdiction?
b. Awareness: How equal and practical is the ability for residents or businesses to become aware of the services funded by the SLFRF?
c. Access and Distribution: Are there differences in levels of access to benefits and services across groups? Are there administrative requirements that result in disparities in ability to complete applications or meet eligibility criteria?
d. Outcomes: Are intended outcomes focused on closing gaps, reaching universal levels of service, or disaggregating progress by race, ethnicity, and other equity dimensions where relevant for the policy objective?

Treasury encourages uses of funds that promote strong, equitable growth, including racial equity. Please describe how your jurisdiction's planned or current use of funds prioritizes economic and racial equity as a goal, names specific targets intended to produce meaningful equity results at scale, and articulates the strategies to achieve those targets. In addition, please explain how your jurisdiction's overall equity strategy translates into the specific services or programs offered by your jurisdiction in the following Expenditure Categories, as indicated in the interim final rule. Note these expenditure categories will be updated prior to July 31, 2022 to align with the final rule:

a. Negative Economic Impacts (EC 2): assistance to households, small businesses, and non-profits to address impacts of the pandemic, which have been most severe among low-income populations. This includes assistance with food, housing, and other needs; employment programs for people with barriers to employment who faced negative economic impacts from the pandemic (such as residents of low-income neighborhoods, minorities, disconnected youth, the unemployed, formerly incarcerated people, veterans, and people with disabilities); and other strategies that provide disadvantaged groups with access to education, jobs, and opportunity.

b. Services to Disproportionately Impacted Communities (EC 3): services to address health disparities and the social determinants of health, build stronger neighborhoods and communities (e.g., affordable housing), address educational disparities (e.g., evidence-based tutoring, community schools, and academic, social-emotional, and mental health supports for high poverty schools), and promote healthy childhood environments (e.g., home visiting, child care).

The initial report must describe efforts to date and intended outcomes to promote equity. Each annual report thereafter must provide an update, using qualitative and quantitative data, on how the recipients' approach achieved or promoted equitable outcomes or progressed against equity goals during the performance period. Please also describe any constraints or challenges that impacted project success in terms of increasing equity. In particular, this section must describe the geographic and demographic distribution of funding, including whether it is targeted toward traditionally marginalized communities.

For the purposes of the SLFRF, equity is described in the Executive Order 13985 On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, as issued on January 20, 2021.

4. Community Engagement

Please describe how your jurisdiction's planned or current use of funds incorporates written, oral, and other forms of input that capture diverse feedback from constituents, community-based organizations, and the communities themselves. Where relevant, this description must include how funds will build the capacity of community organizations to serve people with significant barriers to services, including

people of color, people with low incomes, limited English proficient populations, and other traditionally underserved groups.

5. Labor Practices

Describe workforce practices on any infrastructure projects being pursued (EC 5). How are projects using strong labor standards to promote effective and efficient delivery of high-quality infrastructure projects while also supporting the economic recovery through strong employment opportunities for workers? For example, report whether any of the following practices are being utilized: project labor agreements, community benefits agreements, prevailing wage requirements, and local hiring.

6. Use of Evidence

The Recovery Plan should identify whether SLFRF funds are being used for evidence-based interventions[21] and/or if projects are being evaluated through rigorous program evaluations that are designed to build evidence. Recipients must briefly describe the goals of the project, and the evidence base for the interventions funded by the project. Recipients must specifically identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), and Services to Disproportionately Impacted Communities (EC 3) Expenditure Categories, as identified in the interim final rule and noted in Appendix 3.[22] Please note that these expenditure categories reflect the interim final rule and will be updated prior to July 31, 2022 to align with the final rule.

Recipients are exempt from reporting on evidence-based interventions in cases where a program evaluation is being conducted. Recipients are encouraged to use relevant evidence Clearinghouses, among other sources, to assess the level of evidence for their interventions and identify evidence-based models that could be applied in their jurisdiction; such evidence clearinghouses include the U.S. Department of Education's What Works Clearinghouse, the U.S. Department of Labor's CLEAR, and the Childcare & Early Education Research Connections and the Home Visiting Evidence of Effectiveness clearinghouses from Administration for Children and Families, as well as other clearinghouses relevant to particular projects conducted by the recipient. In such cases where a recipient is conducting a program evaluation in lieu of reporting the amount of spending on evidence-based interventions, they must describe the evaluation design including whether it is a randomized or quasi-experimental design; the key research questions being evaluated; whether the study has sufficient statistical power to disaggregate outcomes by demographics; and the timeframe for the completion of the evaluation (including a link to completed evaluation if relevant).[23] Once the evaluation has been completed, recipients must post the evaluation publicly and link to the completed evaluation in the Recovery Plan. Once an evaluation has been completed (or has sufficient interim findings to determine the efficacy of the intervention), recipients should determine whether the spending for the evaluated interventions should be counted towards the dollar amount categorized as evidence-based for the relevant project.

For all projects, recipients may be selected to participate in a national evaluation, which would study their project along with similar projects in other jurisdictions that are focused on the same set of outcomes. In such cases, recipients may be asked to share information and data that is needed for the national evaluation.

[21] As noted in Appendix 2, evidence-based refers to interventions with strong or moderate levels of evidence.

[22] Of note, recipients are only required to report the amount of the total funds that are allocated to evidence-based interventions in the areas of Public Health, Negative Economic Impacts, and Services to Disproportionately Impacted Communities that are marked by an asterisk in Appendix 3: Expenditure Categories. Please note the expenditure categories in Appendix 3 reflect the interim final rule. This Recovery Plan guidance references the expenditure categories aligned with the interim final rule. This guidance will be updated prior to the July 2022 reporting period to reflect the final rule.

[23] For more information on the required standards for program evaluation, see OMB M-20-12.

Recipients are encouraged to consider how a Learning Agenda, either narrowly focused on SLFRF or broadly focused on the recipient's broader policy agenda, could support their overarching evaluation efforts in order to create an evidence-building strategy for their jurisdiction.[24]

Appendix 2 contains additional information on evidence-based interventions for the purposes of the Recovery Plan.

7. Table of Expenses by Expenditure Category

Please include a table listing the amount of funds used in each Expenditure Category (See Appendix 3). The table should include cumulative expenses to date within each category, and the additional amount spent within each category since the last annual Recovery Plan.

8. Project Inventory

List the name and provide a brief description of all SLFRF funded projects. Projects are new or existing eligible government services or investments funded in whole or in part by SLFRF funding. For each project, include the project name, funding amount, identification number (created by the recipient and used thereafter in the quarterly Program and Expenditure Report), project Expenditure Category (see Appendix 3), and a description of the project which includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, and intended outcomes. Include a link to the website of the project if available. This information will provide context and additional detail for the information reported quarterly in the Project and Expenditure Report.

For infrastructure investment projects (EC 5), project-level reporting will be more detailed, as described for the Project and Expenditure Report above. Projects in this area may be grouped by Expenditure Category if needed, with further detail (such as the specific project name and identification number) provided in the Project and Expenditure Report. For infrastructure projects, descriptions should note how the project contributes to addressing climate change.

9. Performance Report

The Recovery Plan must include key performance indicators for the major SLFRF funded projects undertaken by the recipient. The recipient has flexibility in terms of how this information is presented in the Recovery Plan, and may report key performance indicators for each project, or may group projects with substantially similar goals and the same outcome measures. In some cases, the recipient may choose to include some indicators for each individual project as well as crosscutting indicators.

Performance indicators should include both output and outcome measures. Output measures, such as number of students enrolled in an early learning program, provide valuable information about the early implementation stages of a project. Outcome measures, such as the percent of students reading on grade level, provide information about whether a project is achieving its overall goals. Recipients are encouraged to use logic models[25] to identify their output and outcome measures. While the initial report will focus heavily on early output goals, recipients must include the related outcome goal for each project and provide updated information on achieving these outcome goals in annual reports. In cases where recipients are conducting a program evaluation for a project (as described above), the outcome measures in the performance report should be aligned with those being evaluated in the program. To support their performance measurement and program improvement efforts, recipients are permitted to use funds to make improvements to data or technology infrastructure and data analytics, as well as program evaluations.

[24] For more information on learning agendas, please see OMB M-19-23

[25] A logic model is a tool that depicts the intended links between program investments and outcomes, specifically the relationships among the resources, activities, outputs, outcomes, and impact of a program.

10. Required Performance Indicators and Programmatic Data

While recipients have discretion on the full suite of performance indicators to include, a number of mandatory performance indicators and programmatic data must be included. These are necessary to allow Treasury to conduct oversight as well as understand and aggregate program outcomes across recipients. This section provides an overview of the mandatory performance indicators and programmatic data. This information may be included in each recipient's Recovery Plan as they determine most appropriate, including combining with the section above, but this data will also need to be entered directly into the Treasury reporting portal. Below is a list of required data for each Expenditure Category. Note these expenditure categories reflect the interim final rule and will be updated prior to July 31, 2022 to align with the final rule.

a. Household Assistance (EC 2.2 & 2.5) and Housing Support (EC 3.10-3.12):
   - Number of people or households receiving eviction prevention services (including legal representation)
   - Number of affordable housing units preserved or developed

b. Negative Economic Impacts (EC 2):
   - Number of workers enrolled in sectoral job training programs
   - Number of workers completing sectoral job training programs
   - Number of people participating in summer youth employment programs

c. Education Assistance (EC 3.1-3.5):
   - Number of students participating in evidence-based tutoring programs[26]

d. Healthy Childhood Environments (EC 3.6-3.9):
   - Number of children served by childcare and early learning (pre-school/pre-K/ages 3-5)
   - Number of families served by home visiting

The initial report should include the key indicators above. Each annual report thereafter should include updated data for the performance period as well as prior period data, and a brief narrative adding any additional context to help the reader interpret the results and understand the any changes in performance indicators over time. To the extent possible, Treasury also encourages recipients to provide data disaggregated by race, ethnicity, gender, income, and other relevant factors.

11. Ineligible Activities: Tax Offset Provision (States and territories only)

The following information is required for Treasury to ensure SLFRF funding is not used for ineligible activities.

In each reporting year, States and territories will report certain items related to the Tax Offset Provision as described in section 602(c)(2) of the Social Security Act and implemented by 31 CFR 35.8. Additional guidance will be forthcoming for reporting requirements regarding the tax offset provision and additional information that Recipients will report once the final rule goes into effect.

a. Revenue-reducing Covered Changes: *Collection began August 2021:*
   For each reporting year, a recipient must report the value of covered changes that the recipient predicts will have the effect of reducing tax revenue in a given reporting year (revenue-reducing covered changes), similar to the way it would in the ordinary course of its budgeting process. The value of these covered changes may be reported based on estimated values produced by a budget model, incorporating reasonable assumptions, that aligns with the recipient government's

[26] For more information on evidence-based tutoring programs, refer to the U.S. Department of Education's 2021 ED COVID-19 Handbook (Volume 2), which summarizes research on evidence-based tutoring programs (see the bottom of page 20.

existing approach for measuring the effects of fiscal policies, and that measures relative to a current law baseline. The covered changes may also be reported based on actual values using a statistical methodology to isolate the change in year-over-year revenue attributable to the covered change(s), relative to the current law baseline prior to the change(s). Estimation approaches should not use dynamic methodologies that incorporate the projected effects of the policies on macroeconomic growth. In general, and where possible, reported values should be produced by the agency of the recipient government responsible for estimating the costs and effects of fiscal policy changes. Recipients must maintain records regarding the identification and predicted effects of revenue-reducing covered changes. The term "covered change," and "tax revenue" are described in the interim final rule, 31 CFR 35.3. For additional information, see 602(c)(2) of the Social Security Act, the interim final rule, and 31 CFR 35.8.

D. Distributions to NEUs

Each state and territory is asked to provide regular updates on their NEU distribution as well as their distributions to units of general local government within counties that are not units of general local government (Non-UGLG). The distribution template generally requests information on whether the local government has (1) received funding; (2) declined funding and requested a transfer to the state under Section 603(c)(4) of the Act; or (3) not taken action on its funding or declined funding.

For NEUs, states and territories should be prepared to report on their information, including the following:

- NEU name
- NEU DUNS or UEI number
- NEU Taxpayer Identification Number (TIN)
- NEU Recipient Number (a unique identification code for each NEU assigned by the State or territory to the NEU as part of the request for funding)
- NEU contact information (e.g., address, point of contact name, point of contact email address, and point of contact phone number)
- NEU authorized representative name and email address
- Initial allocation and, if applicable, subsequent allocation to the NEU (before application of the 75 percent cap)
- Total NEU reference budget (as submitted by the NEU to the State or territory as part of the request for funding)
- Amount of the initial and, if applicable, subsequent allocation above 75 percent of the NEU's reference budget which will be returned to Treasury
- Payment amount(s)
- Payment date(s)

States with "weak" minor civil divisions (i.e., Illinois, Indiana, Kansas, Missouri, Nebraska, North Dakota, Ohio, and South Dakota) should also list any minor civil divisions that the state deemed ineligible.

For each eligible NEU that declined funding and requested a transfer to the state under Section 603(c)(4), the state or territory must also attach a form signed by the NEU, as detailed in the Guidance on Distributions of Funds to Non-Entitlement Units of Local Government.

Appendix 1: Expenditure Categories

Treasury's final rule provides greater flexibility and simplicity for recipients to fight the pandemic and support families and businesses struggling with its impacts, maintain vital services amid revenue shortfalls, and build a strong, resilient, and equitable recovery. As such, recipients will report on a broader set of eligible uses and associated Expenditure Categories ("EC"), starting with the April 2022 Project and Expenditure Report. The table below includes the new Expenditure Categories, as well as a reference to previous Expenditure Categories used for reporting under the interim final rule.

The Expenditure Categories (EC) listed below must be used to categorize each project as noted in Part 2 above. The term "Expenditure Category" refers to the detailed level (e.g., 1.1 COVID-19 Vaccination). When referred to as a category (e.g., EC 1) it includes all Expenditure Categories within that level.

*Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions (see Use of Evidence section above for details)

^Denotes areas where recipients must report on whether projects are primarily serving disproportionately impacted communities (see Project Demographic Distribution section above for details)

Expenditure Category	EC[27]	Previous EC[28]
1: Public Health		
COVID-19 Mitigation & Prevention		
COVID-19 Vaccination^	1.1	1.1
COVID-19 Testing^	1.2	1.2
COVID-19 Contact Tracing^	1.3	1.3
Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, Child care facilities, etc.)*^	1.4	1.4
Personal Protective Equipment^	1.5	1.5
Medical Expenses (including Alternative Care Facilities)^	1.6	1.6
Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)^	1.7	1.8
COVID-19 Assistance to Small Businesses^	1.8	-
COVID 19 Assistance to Non-Profits^	1.9	-
COVID-19 Aid to Impacted Industries^	1.10	-
Community Violence Interventions		
Community Violence Interventions*^	1.11	3.16
Behavioral Health		
Mental Health Services*^	1.12	1.10
Substance Use Services*^	1.13	1.11
Other		
Other Public Health Services^	1.14	1.12
Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency	-	1.7
2: Negative Economic Impacts		
Assistance to Households		
Household Assistance: Food Programs*^	2.1	2.1
Household Assistance: Rent, Mortgage, and Utility Aid*^	2.2	2.2
Household Assistance: Cash Transfers*^	2.3	2.3

[27] Under the final rule to be used starting with April 2022 reports
[28] Under the interim final rule to be used in Interim Report and January 2022 Project and Expenditure Report

Expenditure Category	EC[27]	Previous EC[28]
Household Assistance: Internet Access Programs*^	2.4	2.4
Household Assistance: Paid Sick and Medical Leave^	2.5	-
Household Assistance: Health Insurance*^	2.6	-
Household Assistance: Services for Un/Unbanked*^	2.7	-
Household Assistance: Survivor's Benefits^	2.8	-
Unemployment Benefits or Cash Assistance to Unemployed Workers*^	2.9	2.6
Assistance to Unemployed or Underemployed Workers (e.g. job training, subsidized employment, employment supports or incentives)*^	2.10	2.7
Healthy Childhood Environments: Child Care*^	2.11	3.6
Healthy Childhood Environments: Home Visiting*^	2.12	3.7
Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System*^	2.13	3.8
Healthy Childhood Environments: Early Learning*^	2.14	3.1
Long-term Housing Security: Affordable Housing*^	2.15	3.10
Long-term Housing Security: Services for Unhoused Persons*^	2.16	3.11
Housing Support: Housing Vouchers and Relocation Assistance for Disproportionately Impacted Communities*^	2.17	-
Housing Support: Other Housing Assistance*^	2.18	3.12
Social Determinants of Health: Community Health Workers or Benefits Navigators*^	2.19	3.14
Social Determinants of Health: Lead Remediation*^	2.20	3.15
Medical Facilities for Disproportionately Impacted Communities^	2.21	-
Strong Healthy Communities: Neighborhood Features that Promote Health and Safety^	2.22	-
Strong Healthy Communities: Demolition and Rehabilitation of Properties^	2.23	-
Addressing Educational Disparities: Aid to High-Poverty Districts^	2.24	3.2
Addressing Educational Disparities: Academic, Social, and Emotional Services*^	2.25	3.3
Addressing Educational Disparities: Mental Health Services*^	2.26	3.4
Addressing Impacts of Lost Instructional Time^	2.27	-
Contributions to UI Trust Funds^	2.28	2.8
Assistance to Small Businesses		
Loans or Grants to Mitigate Financial Hardship^	2.29	2.9
Technical Assistance, Counseling, or Business Planning*^	2.30	
Rehabilitation of Commercial Properties or Other Improvements^	2.31	-
Business Incubators and Start-Up or Expansion Assistance*^	2.32	
Enhanced Support to Microbusinesses*^	2.33	
Assistance to Non-Profits		
Assistance to Impacted Nonprofit Organizations (Impacted or Disproportionately Impacted)^	2.34	2.10
Aid to Impacted Industries		
Aid to Tourism, Travel, or Hospitality^	2.35	2.11
Aid to Other Impacted Industries^	2.36	2.12
Other		
Economic Impact Assistance: Other*^	2.37	2.13
Household Assistance: Eviction Prevention*^	-	2.5
Education Assistance: Other*^	-	3.5
Healthy Childhood Environments: Other*^	-	3.9
Social Determinants of Health: Other*^	-	3.13

Expenditure Category	EC[27]	Previous EC[28]
3: Public Health-Negative Economic Impact: Public Sector Capacity		
General Provisions		
Public Sector Workforce: Payroll and Benefits for Public Health, Public Safety, or Human Services Workers	3.1	1.9
Public Sector Workforce: Rehiring Public Sector Staff	3.2	2.14
Public Sector Workforce: Other	3.3	-
Public Sector Capacity: Effective Service Delivery	3.4	7.2
Public Sector Capacity: Administrative Needs	3.5	-
4: Premium Pay		
Public Sector Employees	4.1	4.1
Private Sector: Grants to Other Employers	4.2	4.2
5: Infrastructure		
Water and Sewer		
Clean Water: Centralized Wastewater Treatment	5.1	5.1
Clean Water: Centralized Wastewater Collection and Conveyance	5.2	5.2
Clean Water: Decentralized Wastewater	5.3	5.3
Clean Water: Combined Sewer Overflows	5.4	5.4
Clean Water: Other Sewer Infrastructure	5.5	5.5
Clean Water: Stormwater	5.6	5.6
Clean Water: Energy Conservation	5.7	5.7
Clean Water: Water Conservation	5.8	5.8
Clean Water: Nonpoint Source	5.9	5.9
Drinking water: Treatment	5.10	5.10
Drinking water: Transmission & Distribution	5.11	5.11
Drinking water: Lead Remediation, including in Schools and Daycares	5.12	5.12
Drinking water: Source	5.13	5.13
Drinking water: Storage	5.14	5.14
Drinking water: Other water infrastructure	5.15	5.15
Water and Sewer: Private Wells	5.16	-
Water and Sewer: IIJA Bureau of Reclamation Match	5.17	-
Water and Sewer: Other	5.18	-
Broadband		
Broadband: “Last Mile” projects	5.19	5.16
Broadband: IIJA Match	5.20	-
Broadband: Other projects	5.21	5.17
6: Revenue Replacement		
Provision of Government Services	6.1	6.1
Non-federal Match for Other Federal Programs	6.2	-
7: Administrative		
Administrative Expenses	7.1	7.1
Transfers to Other Units of Government	7.2	7.3
Transfers to Non-entitlement Units (States and territories only)	-	7.4

Treasury has prepared the additional guidance below to support recipients in implementing the new expenditure categories. This table includes only those previous expenditure categories that are changing under the new structure, aligned with the final rule.

January 2022 Expenditure Categories	April 2022 Guidance
1: Public Health	
1.7 Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency	EC removed, capital expenditures can be designated in any relevant PH-NEI EC (e.g., new hospital wing would be tracked under EC 1.4)
1.8 Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)	EC is 1.7
1.9 Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19	EC is 3.1
1.10 Mental Health Services*	EC is 1.12
1.11 Substance Use Services*	EC is 1.13
1.12 Other Public Health Services	EC is 1.14
2: Negative Economic Impacts	
2.5 Household Assistance: Eviction Prevention	EC is now included as part of 2.2
2.6 Unemployment Benefits or Cash Assistance to Unemployed Workers*	EC is 2.9
2.7 Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)*^	EC is 2.10
2.8 Contributions to UI Trust Funds	EC is 2.28
2.9 Small Business Economic Assistance (General)*^	If public-health related (e.g., providing rapid tests for small businesses), EC is 1.8; if related to negative economic impact eligible use (e.g., grants, technical assistance, rehabilitation, incubators, or microbusinesses), EC is 2.29-2.33
2.10 Aid to Nonprofit Organizations*	If public-health related (e.g., providing rapid tests for non-profits), EC is 1.9; if related to negative economic impact (e.g., grants to stabilize non-profit budget), EC is 2.34
2.11 Aid to Tourism, Travel, or Hospitality	EC is 2.35
2.12 Aid to Other Impacted Industries	EC is 2.36
2.13 Other Economic Support*^	EC is 2.37, re-named Other Economic Impact
2.14 Rehiring Public Sector Staff	EC is 3.2
3: Services to Disproportionately Impacted Communities	
3.1 Education Assistance: Early Learning*^	EC is 2.14
3.2 Education Assistance: Aid to High-Poverty Districts ^	EC is 2.24
3.3 Education Assistance: Academic Services*^	EC is 2.25, social and emotional services will now be tracked under this EC
3.4 Education Assistance: Social, Emotional, and Mental Health Services*^	EC is 2.26, if social and emotional services, EC is 2.25;
3.5 Education Assistance: Other*^	EC is 2.37, collected under Other Economic Impact

January 2022 Expenditure Categories	April 2022 Guidance
3.6 Healthy Childhood Environments: Child Care*^	EC is 2.11
3.7 Healthy Childhood Environments: Home Visiting*^	EC is 2.12
3.8 Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System*^	EC is 2.13
3.9 Healthy Childhood Environments: Other*^	EC is 2.37, collected under Other Economic Impact
3.10 Housing Support: Affordable Housing*^	EC is 2.15
3.11 Housing Support: Services for Unhoused Persons*^	EC is 2.16
3.12 Housing Support: Other Housing Assistance*^	EC is 2.18
3.13 Social Determinants of Health: Other*^	EC is 2.37, collected under Other Economic Impact
3.14 Social Determinants of Health: Community Health Workers or Benefits Navigators*^	EC is 2.19
3.15 Social Determinants of Health: Lead Remediation^	EC is 2.20
3.16 Social Determinants of Health: Community Violence Interventions*^	EC is 1.11
5: Infrastructure	
5.16 Broadband: “Last Mile” projects	EC is 5.19
5.17 Broadband: Other projects	EC is 5.20
7: Administrative	
7.2 Evaluation and Data Analysis	EC is 3.4 and has been renamed Effective Service Delivery
7.3 Transfers to Other Units of Government	EC is 7.2
7.4 Transfers to Non-entitlement Units (States and territories only)	To be separately reported as part of NEU/Non-UGLG module. Refer to Part 2 Section D.

Appendix 2: Evidenced-Based Intervention Additional Information

What is evidence-based?
For the purposes of the SLFRF, with the exception of investments in educational services (see additional information below), evidence-based refers to interventions with strong or moderate evidence as defined below:

Strong evidence means that the evidence base can support causal conclusions for the specific program proposed by the applicant with the highest level of confidence. This consists of one or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcomes.

Moderate evidence means that there is a reasonably developed evidence base that can support causal conclusions. The evidence base consists of one or more quasi-experimental studies with positive findings on one or more intended outcomes OR two or more non-experimental studies with positive findings on one or more intended outcomes. Examples of research that meet the standards include: well-designed and well-implemented quasi-experimental studies that compare outcomes between the group receiving the intervention and a matched comparison group (i.e., a similar population that does not receive the intervention).

Preliminary evidence means that the evidence base can support conclusions about the program's contribution to observed outcomes. The evidence base consists of at least one non-experimental study. A study that demonstrates improvement in program beneficiaries over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: (1) outcome studies that track program beneficiaries through a service pipeline and measure beneficiaries' responses at the end of the program; and (2) pre- and post-test research that determines whether beneficiaries have improved on an intended outcome.

For investments in educational services, "evidence-based", consistent with the American Rescue Plan Act, has the meaning in section 8101(21) of the Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6301 *et seq*.). Please see page 16 of this Frequently Asked Questions resource on the Department of Education's Elementary and Secondary School Emergency Relief Programs and Governor's Emergency Education Relief Programs for more information.

Appendix 3: Expenditure Categories under the Interim Final Rule

1: Public Health	
1.1	COVID-19 Vaccination ^
1.2	COVID-19 Testing ^
1.3	COVID-19 Contact Tracing
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)*
1.5	Personal Protective Equipment
1.6	Medical Expenses (including Alternative Care Facilities)
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19
1.10	Mental Health Services*
1.11	Substance Use Services*
1.12	Other Public Health Services
2: Negative Economic Impacts	
2.1	Household Assistance: Food Programs* ^
2.2	Household Assistance: Rent, Mortgage, and Utility Aid* ^
2.3	Household Assistance: Cash Transfers* ^
2.4	Household Assistance: Internet Access Programs* ^
2.5	Household Assistance: Eviction Prevention* ^
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers*
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)* ^
2.8	Contributions to UI Trust Funds
2.9	Small Business Economic Assistance (General)* ^
2.10	Aid to Nonprofit Organizations*
2.11	Aid to Tourism, Travel, or Hospitality
2.12	Aid to Other Impacted Industries
2.13	Other Economic Support* ^
2.14	Rehiring Public Sector Staff
3: Services to Disproportionately Impacted Communities	
3.1	Education Assistance: Early Learning* ^
3.2	Education Assistance: Aid to High-Poverty Districts ^
3.3	Education Assistance: Academic Services* ^
3.4	Education Assistance: Social, Emotional, and Mental Health Services* ^
3.5	Education Assistance: Other* ^
3.6	Healthy Childhood Environments: Child Care* ^
3.7	Healthy Childhood Environments: Home Visiting* ^
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* ^
3.9	Healthy Childhood Environments: Other* ^
3.10	Housing Support: Affordable Housing* ^
3.11	Housing Support: Services for Unhoused Persons* ^

3.12	Housing Support: Other Housing Assistance* ^
3.13	Social Determinants of Health: Other* ^
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators* ^
3.15	Social Determinants of Health: Lead Remediation ^
3.16	Social Determinants of Health: Community Violence Interventions* ^
4: Premium Pay	
4.1	Public Sector Employees
4.2	Private Sector: Grants to Other Employers
5: Infrastructure	
5.1	Clean Water: Centralized Wastewater Treatment
5.2	Clean Water: Centralized Wastewater Collection and Conveyance
5.3	Clean Water: Decentralized Wastewater
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Revision Log

Version	Date Published	Summary of changes
1.0	June 17, 2021	Initial publication
1.1	June 24, 2021	• Pg. 12, removed references to “summary” level with respect to reporting by Expenditure Categories in the Interim Report to avoid confusion. • Pg. 13, revised the coverage period end date for the Interim Report from June 30, 2021 to July 31, 2021 to align with the IFR. • Pg. 13, removed references to “summary” level with respect to reporting by Expenditure Categories in the Interim Report to avoid confusion. • Pg. 31, removed references to “summary level” with respect to Expenditure Categories in Appendix 1 to avoid confusion.
1.1	September 30, 2021	• Announced the extension in the Project and Expenditure Report submission date, originally due on October 31, 2021.
2.0	November 5, 2021	• Updated Subrecipient Monitoring section to clarify beneficiaries and recipients. • Updated references to Interim Final Rule comment period as comment period is closed. • Updated reporting tiers, thresholds and timelines in Part 2 Table 2, Reporting Requirements by recipient type, as well as Part 2 A and Part 2 B. • Updated reporting periods for Interim Report and Project and Expenditure reports. • Added concept of Adopted Budget to Project and Expenditure Report data fields. • Noted phase in of Required Programmatic Data in the Project and Expenditure Report. • Removed certain data fields from the Ineligible Activities: Tax Offset Provision under the Recovery Plan. • Separated reporting of NEU Distributions (for States and territories) from the Interim Report and Project and Expenditure Reports as information will be provided on an ongoing basis.
2.1	November 15, 2021	• Updated pages 9 and 11 to note that civil rights certification is not applicable to Tribal Governments.
3.0	February 28, 2022	• Updated to incorporate reporting updates under the final rule

Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule

U.S. DEPARTMENT OF THE TREASURY

January 2022

The Overview of the Final Rule provides a summary of major provisions of the final rule for informational purposes and is intended as a brief, simplified user guide to the final rule provisions.

The descriptions provided in this document summarize key provisions of the final rule but are non-exhaustive, do not describe all terms and conditions associated with the use of SLFRF, and do not describe all requirements that may apply to this funding. Any SLFRF funds received are also subject to the terms and conditions of the agreement entered into by Treasury and the respective jurisdiction, which incorporate the provisions of the final rule and the guidance that implements this program.

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Introduction

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF), a part of the American Rescue Plan, delivers $350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency. The program ensures that governments have the resources needed to:

- Fight the pandemic and support families and businesses struggling with its public health and economic impacts,
- Maintain vital public services, even amid declines in revenue, and
- Build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity.

EARLY PROGRAM IMPLEMENTATION

In May 2021, Treasury published the Interim final rule (IFR) describing eligible and ineligible uses of funds (as well as other program provisions), sought feedback from the public on these program rules, and began to distribute funds. The IFR went immediately into effect in May, and since then, governments have used SLFRF funds to meet their immediate pandemic response needs and begin building a strong and equitable recovery, such as through providing vaccine incentives, development of affordable housing, and construction of infrastructure to deliver safe and reliable water.

As governments began to deploy this funding in their communities, Treasury carefully considered the feedback provided through its public comment process and other forums. Treasury received over 1,500 comments, participated in hundreds of meetings, and received correspondence from a wide range of governments and other stakeholders.

KEY CHANGES AND CLARIFICATIONS IN THE FINAL RULE

The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process. Among other clarifications and changes, the final rule provides the features below.

Replacing Lost Public Sector Revenue

The final rule offers a standard allowance for revenue loss of up to $10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount – in many cases their full award – for government services, with streamlined reporting requirements.

Public Health and Economic Impacts

In addition to programs and services, the final rule clarifies that recipients can use funds for capital expenditures that support an eligible COVID-19 public health or economic response. For example, recipients may build certain affordable housing, childcare facilities, schools, hospitals, and other projects consistent with final rule requirements.

In addition, the final rule provides an expanded set of households and communities that are presumed to be "impacted" and "disproportionately impacted" by the pandemic, thereby allowing recipients to provide responses to a broad set of households and entities without requiring additional analysis. Further, the final rule provides a broader set of uses available for these communities as part of COVID-19 public health and economic response, including making affordable housing, childcare, early learning, and services to address learning loss during the pandemic eligible in all impacted communities and making certain community development and neighborhood revitalization activities eligible for disproportionately impacted communities.

Further, the final rule allows for a broader set of uses to restore and support government employment, including hiring above a recipient's pre-pandemic baseline, providing funds to employees that experienced pay cuts or furloughs, avoiding layoffs, and providing retention incentives.

Premium Pay

The final rule delivers more streamlined options to provide premium pay, by broadening the share of eligible workers who can receive premium pay without a written justification while maintaining a focus on lower-income and frontline workers performing essential work.

Water, Sewer & Broadband Infrastructure

The final rule significantly broadens eligible broadband infrastructure investments to address challenges with broadband access, affordability, and reliability, and adds additional eligible water and sewer infrastructure investments, including a broader range of lead remediation and stormwater management projects.

FINAL RULE EFFECTIVE DATE

The final rule takes effect on April 1, 2022. Until that time, the interim final rule remains in effect; funds used consistently with the IFR while it is in effect are in compliance with the SLFRF program.

However, recipients can choose to take advantage of the final rule's flexibilities and simplifications now, even ahead of the effective date. Treasury will not take action to enforce the interim final rule to the extent that a use of funds is consistent with the terms of the final rule, regardless of when the SLFRF funds were used. Recipients may consult the *Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule*, which can be found on Treasury's website, for more information on compliance with the interim final rule and the final rule.

Overview of the Program

The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program provides substantial flexibility for each jurisdiction to meet local needs within the four separate eligible use categories. This Overview of the Final Rule addresses the four eligible use categories ordered from the broadest and most flexible to the most specific.

Recipients may use SLFRF funds to:

- **Replace lost public sector revenue**, using this funding to provide government services up to the amount of revenue loss due to the pandemic.
    - Recipients may determine their revenue loss by choosing between two options:
        - A standard allowance of up to $10 million in aggregate, not to exceed their award amount, during the program;
        - Calculating their jurisdiction's specific revenue loss each year using Treasury's formula, which compares actual revenue to a counterfactual trend.
    - Recipients may use funds up to the amount of revenue loss for government services; generally, services traditionally provided by recipient governments are government services, unless Treasury has stated otherwise.
- **Support the COVID-19 public health and economic response** by addressing COVID-19 and its impact on public health as well as addressing economic harms to households, small businesses, nonprofits, impacted industries, and the public sector.
    - Recipients can use funds for programs, services, or capital expenditures that respond to the public health and negative economic impacts of the pandemic.
    - To provide simple and clear eligible uses of funds, Treasury provides a list of enumerated uses that recipients can provide to households, populations, or classes (i.e., groups) that experienced pandemic impacts.
    - Public health eligible uses include COVID-19 mitigation and prevention, medical expenses, behavioral healthcare, and preventing and responding to violence.
    - Eligible uses to respond to negative economic impacts are organized by the type of beneficiary: assistance to households, small businesses, and nonprofits.
        - Each category includes assistance for "impacted" and "disproportionately impacted" classes: impacted classes experienced the general, broad-based impacts of the pandemic, while disproportionately impacted classes faced meaningfully more severe impacts, often due to preexisting disparities.
        - To simplify administration, the final rule presumes that some populations and groups were impacted or disproportionately impacted and are eligible for responsive services.

    - Eligible uses for assistance to impacted households include aid for re-employment, job training, food, rent, mortgages, utilities, affordable housing development, childcare, early education, addressing learning loss, and many more uses.
    - Eligible uses for assistance to impacted small businesses or nonprofits include loans or grants to mitigate financial hardship, technical assistance for small businesses, and many more uses.
  - Recipients can also provide assistance to impacted industries like travel, tourism, and hospitality that faced substantial pandemic impacts, or address impacts to the public sector, for example by re-hiring public sector workers cut during the crisis.
  - Recipients providing funds for enumerated uses to populations and groups that Treasury has presumed eligible are clearly operating consistently with the final rule. Recipients can also identify (1) other populations or groups, beyond those presumed eligible, that experienced pandemic impacts or disproportionate impacts and (2) other programs, services, or capital expenditures, beyond those enumerated, to respond to those impacts.
- **Provide premium pay for eligible workers performing essential work**, offering additional support to those who have and will bear the greatest health risks because of their service in critical sectors.
  - Recipients may provide premium pay to eligible workers – generally those working in-person in key economic sectors – who are below a wage threshold or non-exempt from the Fair Labor Standards Act overtime provisions, or if the recipient submits justification that the premium pay is responsive to workers performing essential work.
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand affordable access to broadband internet.
  - Recipients may fund a broad range of water and sewer projects, including those eligible under the EPA's Clean Water State Revolving Fund, EPA's Drinking Water State Revolving Fund, and certain additional projects, including a wide set of lead remediation, stormwater infrastructure, and aid for private wells and septic units.
  - Recipients may fund high-speed broadband infrastructure in areas of need that the recipient identifies, such as areas without access to adequate speeds, affordable options, or where connections are inconsistent or unreliable; completed projects must participate in a low-income subsidy program.

While recipients have considerable flexibility to use funds to address the diverse needs of their communities, some restrictions on use apply across all eligible use categories. These include:

- **For states and territories:** No offsets of a reduction in net tax revenue resulting from a change in state or territory law.

- **For all recipients except for Tribal governments:** No extraordinary contributions to a pension fund for the purpose of reducing an accrued, unfunded liability.

- **For all recipients:** No payments for debt service and replenishments of rainy day funds; no satisfaction of settlements and judgments; no uses that contravene or violate the American Rescue Plan Act, Uniform Guidance conflicts of interest requirements, and other federal, state, and local laws and regulations.

Under the SLFRF program, funds must be used for costs incurred on or after March 3, 2021. Further, funds must be obligated by December 31, 2024, and expended by December 31, 2026. This time period, during which recipients can expend SLFRF funds, is the "period of performance."

In addition to SLFRF, the American Rescue Plan includes other sources of funding for state and local governments, including the Coronavirus Capital Projects Fund to fund critical capital investments including broadband infrastructure; the Homeowner Assistance Fund to provide relief for our country's most vulnerable homeowners; the Emergency Rental Assistance Program to assist households that are unable to pay rent or utilities; and the State Small Business Credit Initiative to fund small business credit expansion initiatives. Eligible recipients are encouraged to visit the Treasury website for more information.

Replacing Lost Public Sector Revenue

The Coronavirus State and Local Fiscal Recovery Funds provide needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency. Specifically, SLFRF funding may be used to pay for "government services" in an amount equal to the revenue loss experienced by the recipient due to the COVID-19 public health emergency.

Government services generally include any service traditionally provided by a government, including construction of roads and other infrastructure, provision of public safety and other services, and health and educational services. Funds spent under government services are subject to streamlined reporting and compliance requirements.

In order to use funds under government services, recipients should first determine revenue loss. They may, then, spend up to that amount on general government services.

DETERMINING REVENUE LOSS

Recipients have two options for how to determine their amount of revenue loss. Recipients must choose one of the two options and cannot switch between these approaches after an election is made.

1. **Recipients may elect a "standard allowance" of $10 million to spend on government services through the period of performance.**

   Under this option, which is newly offered in the final rule Treasury presumes that up to $10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund "government services." The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss, particularly for SLFRF's smallest recipients.

   All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula below, including those with total allocations of $10 million or less. Electing the standard allowance does not increase or decrease a recipient's total allocation.

2. **Recipients may calculate their actual revenue loss according to the formula articulated in the final rule.**

   Under this option, recipients calculate revenue loss at four distinct points in time, either at the end of each calendar year (e.g., December 31 for years 2020, 2021, 2022, and 2023) or the end of each fiscal year of the recipient. Under the flexibility provided in the final rule, recipients can choose whether to use calendar or fiscal year dates but must be consistent throughout the period of performance. Treasury has also provided several adjustments to the definition of general revenue in the final rule.

   To calculate revenue loss at each of these dates, recipients must follow a four-step process:

a. Calculate revenues collected in the most recent full fiscal year prior to the public health emergency (i.e., last full fiscal year before January 27, 2020), called the *base year revenue.*

b. Estimate *counterfactual revenue*, which is equal to the following formula, where *n* is the number of months elapsed since the end of the base year to the calculation date:

$$base\ year\ revenue\ \times (1 + growth\ adjustment)^{\frac{n}{12}}$$

The *growth adjustment* is the greater of either a standard growth rate—5.2 percent—or the recipient's average annual revenue growth in the last full three fiscal years prior to the COVID-19 public health emergency.

c. Identify *actual revenue*, which equals revenues collected over the twelve months immediately preceding the calculation date.

Under the final rule, recipients must adjust actual revenue totals for the effect of tax cuts and tax increases that are adopted after the date of adoption of the final rule (January 6, 2022). Specifically, the estimated fiscal impact of tax cuts and tax increases adopted after January 6, 2022, must be added or subtracted to the calculation of actual revenue for purposes of calculation dates that occur on or after April 1, 2022.

Recipients may subtract from their calculation of actual revenue the effect of tax increases enacted prior to the adoption of the final rule. Note that recipients that elect to remove the effect of tax increases enacted before the adoption of the final rule must also remove the effect of tax decreases enacted before the adoption of the final rule, such that they are accurately removing the effect of tax policy changes on revenue.

d. Revenue loss for the calculation date is equal to *counterfactual revenue* minus *actual revenue* (adjusted for tax changes) for the twelve-month period. If actual revenue exceeds counterfactual revenue, the loss is set to zero for that twelve-month period. Revenue loss for the period of performance is the sum of the revenue loss on for each calculation date.

The supplementary information in the final rule provides an example of this calculation, which recipients may find helpful, in the Revenue Loss section.

SPENDING ON GOVERNMENT SERVICES

Recipients can use SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the above approach. **Government services generally include *any service* traditionally provided by a government**, unless Treasury has stated otherwise**.** Here are some common examples, although this list is not exhaustive:

- ✓ Construction of schools and hospitals
- ✓ Road building and maintenance, and other infrastructure
- ✓ Health services
- ✓ General government administration, staff, and administrative facilities
- ✓ Environmental remediation
- ✓ Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Government services is the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements. Recipients should be mindful that certain restrictions, which are detailed further in the Restrictions on Use section and apply to all uses of funds, apply to government services as well.

Responding to Public Health and Economic Impacts of COVID-19

The Coronavirus State and Local Fiscal Recovery Funds provide resources for governments to meet the public health and economic needs of those impacted by the pandemic in their communities, as well as address longstanding health and economic disparities, which amplified the impact of the pandemic in disproportionately impacted communities, resulting in more severe pandemic impacts.

The eligible use category to respond to public health and negative economic impacts is organized around the types of assistance a recipient may provide and includes several sub-categories:

- public health,
- assistance to households,
- assistance to small businesses,
- assistance to nonprofits,
- aid to impacted industries, and
- public sector capacity.

In general, to identify eligible uses of funds in this category, recipients should (1) identify a COVID-19 public health or economic impact on an individual or class (i.e., a group) and (2) design a program that responds to that impact. Responses should be related and reasonably proportional to the harm identified and reasonably designed to benefit those impacted.

To provide simple, clear eligible uses of funds that meet this standard, Treasury provides a non-exhaustive list of enumerated uses that respond to pandemic impacts. Treasury also presumes that some populations experienced pandemic impacts and are eligible for responsive services. In other words, recipients providing enumerated uses of funds to populations presumed eligible are clearly operating consistently with the final rule.[1]

Recipients also have broad flexibility to (1) identify and respond to other pandemic impacts and (2) serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients can also identify groups or "classes" of beneficiaries that experienced pandemic impacts and provide services to those classes.

[1] However, please note that use of funds for enumerated uses may not be grossly disproportionate to the harm. Further, recipients should consult the Capital Expenditures section for more information about pursuing a capital expenditure; please note that enumerated capital expenditures are not presumed to be reasonably proportional responses to an identified harm except as provided in the Capital Expenditures section.

Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
Analysis	• Can identify impact to a specific household, business or nonprofit or to a class of households, businesses, or nonprofits (i.e., group) • Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class	• Types of responses can include a program, service, or capital expenditure • Response should be related and reasonably proportional to the harm • Response should also be reasonably designed to benefit impacted individual or class
Simplifying Presumptions	• Final Rule presumes certain populations and classes are impacted and disproportionately impacted	• Final Rule provides non-exhaustive list of enumerated eligible uses that respond to pandemic impacts and disproportionate impacts

To assess eligibility of uses of funds, recipients should first determine the sub-category where their use of funds may fit (e.g., public health, assistance to households, assistance to small businesses), based on the entity that experienced the health or economic impact.[2] Then, recipients should refer to the relevant section for more details on each sub-category.

While the same overall eligibility standard applies to all uses of funds to respond to the public health and negative economic impacts of the pandemic, each sub-category has specific nuances on its application. In addition:

- Recipients interested in using funds for capital expenditures (i.e., investments in property, facilities, or equipment) should review the Capital Expenditures section in addition to the eligible use sub-category.
- Recipients interested in other uses of funds, beyond the enumerated uses, should refer to the section on "Framework for Eligible Uses Beyond Those Enumerated."

[2] For example, a recipient interested in providing aid to unemployed individuals is addressing a negative economic impact experienced by a household and should refer to the section on assistance to households. Recipients should also be aware of the difference between "beneficiaries" and "sub-recipients." Beneficiaries are households, small businesses, or nonprofits that can receive assistance based on impacts of the pandemic that they experienced. On the other hand, sub-recipients are organizations that carry out eligible uses on behalf of a government, often through grants or contracts. Sub-recipients do not need to have experienced a negative economic impact of the pandemic; rather, they are providing services to beneficiaries that experienced an impact.

RESPONDING TO THE PUBLIC HEALTH EMERGENCY

While the country has made tremendous progress in the fight against COVID-19, including a historic vaccination campaign, the disease still poses a grave threat to Americans' health and the economy. Providing state, local, and Tribal governments the resources needed to fight the COVID-19 pandemic is a core goal of the Coronavirus State and Local Fiscal Recovery Funds, as well as addressing the other ways that the pandemic has impacted public health. Treasury has identified several public health impacts of the pandemic and enumerated uses of funds to respond to impacted populations.

- **COVID-19 mitigation and prevention.** The pandemic has broadly impacted Americans and recipients can provide services to prevent and mitigate COVID-19 to the general public or to small businesses, nonprofits, and impacted industries in general. Enumerated eligible uses include:
  - ✓ Vaccination programs, including vaccine incentives and vaccine sites
  - ✓ Testing programs, equipment and sites
  - ✓ Monitoring, contact tracing & public health surveillance (e.g., monitoring for variants)
  - ✓ Public communication efforts
  - ✓ Public health data systems
  - ✓ COVID-19 prevention and treatment equipment, such as ventilators and ambulances
  - ✓ Medical and PPE/protective supplies
  - ✓ Support for isolation or quarantine
  - ✓ Ventilation system installation and improvement
  - ✓ Technical assistance on mitigation of COVID-19 threats to public health and safety
  - ✓ Transportation to reach vaccination or testing sites, or other prevention and mitigation services for vulnerable populations
  - ✓ Support for prevention, mitigation, or other services in congregate living facilities, public facilities, and schools
  - ✓ Support for prevention and mitigation strategies in small businesses, nonprofits, and impacted industries
  - ✓ Medical facilities generally dedicated to COVID-19 treatment and mitigation (e.g., ICUs, emergency rooms)
  - ✓ Temporary medical facilities and other measures to increase COVID-19 treatment capacity
  - ✓ Emergency operations centers & emergency response equipment (e.g., emergency response radio systems)
  - ✓ Public telemedicine capabilities for COVID-19 related treatment

- **Medical expenses.** Funds may be used for expenses to households, medical providers, or others that incurred medical costs due to the pandemic, including**:**
  - ✓ Unreimbursed expenses for medical care for COVID-19 testing or treatment, such as uncompensated care costs for medical providers or out-of-pocket costs for individuals
  - ✓ Paid family and medical leave for public employees to enable compliance with COVID-19 public health precautions
  - ✓ Emergency medical response expenses
  - ✓ Treatment of long-term symptoms or effects of COVID-19

- **Behavioral health care, such as mental health treatment, substance use treatment, and other behavioral health services.** Treasury recognizes that the pandemic has broadly impacted Americans' behavioral health and recipients can provide these services to the general public to respond. Enumerated eligible uses include:
  - ✓ Prevention, outpatient treatment, inpatient treatment, crisis care, diversion programs, outreach to individuals not yet engaged in treatment, harm reduction & long-term recovery support
  - ✓ Enhanced behavioral health services in schools
  - ✓ Services for pregnant women or infants born with neonatal abstinence syndrome
  - ✓ Support for equitable access to reduce disparities in access to high-quality treatment
  - ✓ Peer support groups, costs for residence in supportive housing or recovery housing, and the 988 National Suicide Prevention Lifeline or other hotline services
  - ✓ Expansion of access to evidence-based services for opioid use disorder prevention, treatment, harm reduction, and recovery
  - ✓ Behavioral health facilities & equipment

- **Preventing and responding to violence.** Recognizing that violence – and especially gun violence – has increased in some communities due to the pandemic, recipients may use funds to respond in these communities through**:**
  - ✓ Referrals to trauma recovery services for victims of crime
  - ✓ Community violence intervention programs, including:
    - Evidence-based practices like focused deterrence, with wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance
  - ✓ In communities experiencing increased gun violence due to the pandemic:
    - Law enforcement officers focused on advancing community policing
    - Enforcement efforts to reduce gun violence, including prosecution
    - Technology & equipment to support law enforcement response

RESPONDING TO NEGATIVE ECONOMIC IMPACTS

The pandemic caused severe economic damage and, while the economy is on track to a strong recovery, much work remains to continue building a robust, resilient, and equitable economy in the wake of the crisis and to ensure that the benefits of this recovery reach all Americans. While the pandemic impacted millions of American households and businesses, some of its most severe impacts fell on low-income and underserved communities, where pre-existing disparities amplified the impact of the pandemic and where the most work remains to reach a full recovery.

The final rule recognizes that the pandemic caused broad-based impacts that affected many communities, households, and small businesses across the country; for example, many workers faced unemployment and many small businesses saw declines in revenue. The final rule describes these as “impacted" households, communities, small businesses, and nonprofits.

At the same time, the pandemic caused disproportionate impacts, or more severe impacts, in certain communities. For example, low-income and underserved communities have faced more severe health and economic outcomes like higher rates of COVID-19 mortality and unemployment, often because pre-existing disparities exacerbated the impact of the pandemic. The final rule describes these as “disproportionately impacted” households, communities, small businesses, and nonprofits.

To simplify administration of the program, the final rule presumes that certain populations were “impacted” and “disproportionately impacted” by the pandemic; these populations are presumed to be eligible for services that respond to the impact they experienced. The final rule also enumerates a non-exhaustive list of eligible uses that are recognized as responsive to the impacts or disproportionate impacts of COVID-19. Recipients providing enumerated uses to populations presumed eligible are clearly operating consistently with the final rule.

As discussed further in the section Framework for Eligible Uses Beyond Those Enumerated, recipients can also identify other pandemic impacts, impacted or disproportionately impacted populations or classes, and responses.

However, note that the final rule maintains that general infrastructure projects, including roads, streets, and surface transportation infrastructure, would generally not be eligible under this eligible use category, unless the project responded to a specific pandemic public health need or a specific negative economic impact. Similarly, general economic development or workforce development – activities that do not respond to negative economic impacts of the pandemic but rather seek to more generally enhance the jurisdiction’s business climate – would generally not be eligible under this eligible use category.

Assistance to Households

Impacted Households and Communities

Treasury presumes the following households and communities are impacted by the pandemic:

- ✓ Low- or-moderate income households or communities
- ✓ Households that experienced unemployment
- ✓ Households that experienced increased food or housing insecurity
- ✓ Households that qualify for the Children's Health Insurance Program, Childcare Subsidies through the Child Care Development Fund (CCDF) Program, or Medicaid
- ✓ *When providing affordable housing programs*: households that qualify for the National Housing Trust Fund and Home Investment Partnerships Program
- ✓ *When providing services to address lost instructional time in K-12 schools*: any student that lost access to in-person instruction for a significant period of time

Low- or moderate-income households and communities are those with (i) income at or below 300 percent of the Federal Poverty Guidelines for the size of the household based on the most recently published poverty guidelines or (ii) income at or below 65 percent of the area median income for the county and size of household based on the most recently published data. For the vast majority of communities, the Federal Poverty Guidelines are higher than the area's median income and using the Federal Poverty Guidelines would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the response they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 300 percent of the Federal Poverty Guidelines for a household of three is $65,880 per year.[3] In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is impacted by the pandemic and eligible for services to respond. Additionally, by following the steps detailed in the section Framework for Eligible Uses Beyond Those Enumerated, recipients may designate additional households as impacted or disproportionately impacted beyond these presumptions, and may also pursue projects not listed below in response to these impacts consistent with Treasury's standards.

[3] For recipients in Alaska, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is $82,350 per year. For recipients in Hawaii, the income limit for 300 percent of the Federal Poverty Guidelines for a household of three is $75,780 per year.

Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to impacts of the pandemic on households and communities:

- ✓ Food assistance & food banks
- ✓ Emergency housing assistance: rental assistance, mortgage assistance, utility assistance, assistance paying delinquent property taxes, counseling and legal aid to prevent eviction and homelessness & emergency programs or services for homeless individuals, including temporary residences for people experiencing homelessness
- ✓ Health insurance coverage expansion
- ✓ Benefits for surviving family members of individuals who have died from COVID-19
- ✓ Assistance to individuals who want and are available for work, including job training, public jobs programs and fairs, support for childcare and transportation to and from a jobsite or interview, incentives for newly-employed workers, subsidized employment, grants to hire underserved workers, assistance to unemployed individuals to start small businesses & development of job and workforce training centers
- ✓ Financial services for the unbanked and underbanked
- ✓ Burials, home repair & home weatherization
- ✓ Programs, devices & equipment for internet access and digital literacy, including subsidies for costs of access
- ✓ Cash assistance
- ✓ Paid sick, medical, and family leave programs
- ✓ Assistance in accessing and applying for public benefits or services
- ✓ Childcare and early learning services, home visiting programs, services for child welfare-involved families and foster youth & childcare facilities
- ✓ Assistance to address the impact of learning loss for K-12 students (e.g., high-quality tutoring, differentiated instruction)
- ✓ Programs or services to support long-term housing security: including development of affordable housing and permanent supportive housing
- ✓ Certain contributions to an Unemployment Insurance Trust Fund[4]

[4] Recipients may only use SLFRF funds for contributions to unemployment insurance trust funds and repayment of the principal amount due on advances received under Title XII of the Social Security Act up to an amount equal to (i) the difference between the balance in the recipient's unemployment insurance trust fund as of January 27, 2020 and the balance of such account as of May 17, 2021, plus (ii) the principal amount outstanding as of May 17, 2021 on any advances received under Title XII of the Social Security Act between January 27, 2020 and May 17, 2021. Further, recipients may use SLFRF funds for the payment of any interest due on such Title XII advances. Additionally, a recipient that deposits SLFRF funds into its unemployment insurance trust fund to fully restore the pre-pandemic balance may not draw down that balance and deposit more SLFRF funds, back up to the pre-pandemic balance. Recipients that deposit SLFRF funds into an unemployment insurance trust fund, or use SLFRF funds to repay principal on Title XII advances, may not take action to reduce benefits available to unemployed workers by changing the computation method governing regular unemployment compensation in a way that results in a reduction of average weekly benefit amounts or the number of weeks of benefits payable (i.e., maximum benefit entitlement).

Disproportionately Impacted Households and Communities

Treasury presumes the following households and communities are disproportionately impacted by the pandemic:

- ✓ Low -income households and communities
- ✓ Households residing in Qualified Census Tracts
- ✓ Households that qualify for certain federal benefits[5]
- ✓ Households receiving services provided by Tribal governments
- ✓ Households residing in the U.S. territories or receiving services from these governments

Low-income households and communities are those with (i) income at or below 185 percent of the Federal Poverty Guidelines for the size of its household based on the most recently published poverty guidelines or (ii) income at or below 40 percent of area median income for its county and size of household based on the most recently published data. For the vast majority of communities, the Federal Poverty Guidelines level is higher than the area median income level and using this level would result in more households and communities being presumed eligible. Treasury has provided an easy-to-use spreadsheet with Federal Poverty Guidelines and area median income levels on its website.

Recipients can measure income for a specific household or the median income for the community, depending on whether the service they plan to provide serves specific households or the general community. The income thresholds vary by household size; recipients should generally use income thresholds for the appropriate household size but can use a default household size of three when easier for administration or when measuring income for a general community.

The income limit for 185 percent of the Federal Poverty Guidelines for a household of three is $40,626 per year.[6] In other words, recipients can always presume that a household earning below this level, or a community with median income below this level, is disproportionately impacted by the pandemic and eligible for services to respond.

[5] These programs are Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), Free- and Reduced-Price Lunch (NSLP) and/or School Breakfast (SBP) programs, Medicare Part D Low-Income Subsidies, Supplemental Security Income (SSI), Head Start and/or Early Head Start, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Section 8 Vouchers, Low-Income Home Energy Assistance Program (LIHEAP), and Pell Grants. For services to address educational disparities, Treasury will recognize Title I eligible schools as disproportionately impacted and responsive services that support the school generally or support the whole school as eligible.

[6] For recipients in Alaska, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is $50,783 per year. For recipients in Hawaii, the income limit for 185 percent of the Federal Poverty Guidelines for a household of three is $46,731 per year

Treasury recognizes the enumerated projects below, which have been expanded under the final rule, as eligible to respond to disproportionate impacts of the pandemic on households and communities:

- ✓ Pay for community health workers to help households access health & social services
- ✓ Remediation of lead paint or other lead hazards
- ✓ Primary care clinics, hospitals, integration of health services into other settings, and other investments in medical equipment & facilities designed to address health disparities
- ✓ Housing vouchers & assistance relocating to neighborhoods with higher economic opportunity
- ✓ Investments in neighborhoods to promote improved health outcomes
- ✓ Improvements to vacant and abandoned properties, including rehabilitation or maintenance, renovation, removal and remediation of environmental contaminants, demolition or deconstruction, greening/vacant lot cleanup & conversion to affordable housing[7]
- ✓ Services to address educational disparities, including assistance to high-poverty school districts & educational and evidence-based services to address student academic, social, emotional, and mental health needs
- ✓ Schools and other educational equipment & facilities

[7] Please see the final rule for further details and conditions applicable to this eligible use. This includes Treasury's presumption that demolition of vacant or abandoned residential properties that results in a net reduction in occupiable housing units for low- and moderate-income individuals in an area where the availability of such housing is lower than the need for such housing is ineligible for support with SLFRF funds.

Assistance to Small Businesses

Small businesses have faced widespread challenges due to the pandemic, including periods of shutdown, declines in revenue, or increased costs. The final rule provides many tools for recipients to respond to the impacts of the pandemic on small businesses, or disproportionate impacts on businesses where pre-existing disparities like lack of access to capital compounded the pandemic's effects.

Small businesses eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of "small business," specifically:

1. Have no more than 500 employees, or if applicable, the size standard in number of employees established by the Administrator of the Small Business Administration for the industry in which the business concern or organization operates, and
2. Are a small business concern as defined in section 3 of the Small Business Act[8] (which includes, among other requirements, that the business is independently owned and operated and is not dominant in its field of operation).

Impacted Small Businesses

Recipients can identify small businesses impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- ✓ Decreased revenue or gross receipts
- ✓ Financial insecurity
- ✓ Increased costs
- ✓ Capacity to weather financial hardship
- ✓ Challenges covering payroll, rent or mortgage, and other operating costs

Assistance to small businesses that experienced negative economic impacts includes the following enumerated uses:

- ✓ Loans or grants to mitigate financial hardship, such as by supporting payroll and benefits, costs to retain employees, and mortgage, rent, utility, and other operating costs
- ✓ Technical assistance, counseling, or other services to support business planning

Disproportionately Impacted Small Businesses

Treasury presumes that the following small businesses are disproportionately impacted by the pandemic:

[8] 15 U.S.C. 632.

- ✓ Small businesses operating in Qualified Census Tracts
- ✓ Small businesses operated by Tribal governments or on Tribal lands
- ✓ Small businesses operating in the U.S. territories

Assistance to disproportionately impacted small businesses includes the following enumerated uses, which have been expanded under the final rule:

- ✓ Rehabilitation of commercial properties, storefront improvements & façade improvements
- ✓ Technical assistance, business incubators & grants for start-up or expansion costs for small businesses
- ✓ Support for microbusinesses, including financial, childcare, and transportation costs

Assistance to Nonprofits

Nonprofits have faced significant challenges due to the pandemic's increased demand for services and changing operational needs, as well as declines in revenue sources such as donations and fees. Nonprofits eligible for assistance are those that experienced negative economic impacts or disproportionate impacts of the pandemic and meet the definition of "nonprofit"—specifically those that are 501(c)(3) or 501(c)(19) tax-exempt organizations.

Impacted Nonprofits

Recipients can identify nonprofits impacted by the pandemic, and measures to respond, in many ways; for example, recipients could consider:

- ✓ Decreased revenue (e.g., from donations and fees)
- ✓ Financial insecurity
- ✓ Increased costs (e.g., uncompensated increases in service need)
- ✓ Capacity to weather financial hardship
- ✓ Challenges covering payroll, rent or mortgage, and other operating costs

Assistance to nonprofits that experienced negative economic impacts includes the following enumerated uses:

- ✓ Loans or grants to mitigate financial hardship
- ✓ Technical or in-kind assistance or other services that mitigate negative economic impacts of the pandemic

Disproportionately Impacted Nonprofits

Treasury presumes that the following nonprofits are disproportionately impacted by the pandemic:

- ✓ Nonprofits operating in Qualified Census Tracts
- ✓ Nonprofits operated by Tribal governments or on Tribal lands
- ✓ Nonprofits operating in the U.S. territories

Recipients may identify appropriate responses that are related and reasonably proportional to addressing these disproportionate impacts.

Aid to Impacted Industries

Recipients may use SLFRF funding to provide aid to industries impacted by the COVID-19 pandemic. Recipients should first designate an impacted industry and then provide aid to address the impacted industry's negative economic impact.

This sub-category of eligible uses does not separately identify disproportionate impacts and corresponding responsive services.

1. **Designating an impacted industry.** There are two main ways an industry can be designated as "impacted."

    1. If the industry is in the travel, tourism, or hospitality sectors (including Tribal development districts), the industry is impacted.

    2. If the industry is outside the travel, tourism, or hospitality sectors, the industry is impacted if:

        a. The industry experienced at least 8 percent employment loss from pre-pandemic levels,[9] or

        b. The industry is experiencing comparable or worse economic impacts as the national tourism, travel, and hospitality industries as of the date of the final rule, based on the totality of economic indicators or qualitative data (if quantitative data is unavailable), and if the impacts were generally due to the COVID-19 public health emergency.

    Recipients have flexibility to define industries broadly or narrowly, but Treasury encourages recipients to define narrow and discrete industries eligible for aid. State and territory recipients also have flexibility to define the industries with greater geographic precision; for example, a state may identify a particular industry in a certain region of a state as impacted.

2. **Providing eligible aid to the impacted industry.** Aid may only be provided to support businesses, attractions, and Tribal development districts operating prior to the pandemic and affected by required closures and other efforts to contain the pandemic. Further, aid should be generally broadly available to all businesses within the impacted industry to avoid potential conflicts of interest, and Treasury encourages aid to be first used for operational expenses, such as payroll, before being used on other types of costs.

[9] Specifically, a recipient should compare the percent change in the number of employees of the recipient's identified industry and the national Leisure & Hospitality sector in the three months before the pandemic's most severe impacts began (a straight three-month average of seasonally-adjusted employment data from December 2019, January 2020, and February 2020) with the latest data as of the final rule (a straight three-month average of seasonally-adjusted employment data from September 2021, October 2021, and November 2021). For parity and simplicity, smaller recipients without employment data that measure industries in their specific jurisdiction may use data available for a broader unit of government for this calculation (e.g., a county may use data from the state in which it is located; a city may use data for the county, if available, or state in which it is located) solely for purposes of determining whether a particular industry is an impacted industry.

Treasury recognizes the enumerated projects below as eligible responses to impacted industries.

- ✓ Aid to mitigate financial hardship, such as supporting payroll costs, lost pay and benefits for returning employees, support of operations and maintenance of existing equipment and facilities
- ✓ Technical assistance, counseling, or other services to support business planning
- ✓ COVID-19 mitigation and infection prevention measures (see section Public Health)

As with all eligible uses, recipients may pursue a project not listed above by undergoing the steps outlined in the section Framework for Eligible Uses Beyond Those Enumerated.

PUBLIC SECTOR CAPACITY

Recipients may use SLFRF funding to restore and bolster public sector capacity, which supports government's ability to deliver critical COVID-19 services. There are three main categories of eligible uses to bolster public sector capacity and workforce: Public Safety, Public Health, and Human Services Staff; Government Employment and Rehiring Public Sector Staff; and Effective Service Delivery.

Public Safety, Public Health, and Human Services Staff

SLFRF funding may be used for payroll and covered benefits for public safety, public health, health care, human services and similar employees of a recipient government, for the portion of the employee's time spent responding to COVID-19. Recipients should follow the steps below.

1. **Identify eligible public safety, public health, and human services staff.** Public safety staff include:

   - ✓ Police officers (including state police officers)
   - ✓ Sheriffs and deputy sheriffs
   - ✓ Firefighters
   - ✓ Emergency medical responders
   - ✓ Correctional and detention officers
   - ✓ Dispatchers and supervisor personnel that directly support public safety staff

   Public health staff include:

   - ✓ Employees involved in providing medical and other physical or mental health services to patients and supervisory personnel, including medical staff assigned to schools, prisons, and other such institutions
   - ✓ Laboratory technicians, medical examiners, morgue staff, and other support services essential for patient care
   - ✓ Employees of public health departments directly engaged in public health matters and related supervisory personnel

   Human services staff include:

   - ✓ Employees providing or administering social services and public benefits
   - ✓ Child welfare services employees
   - ✓ Child, elder, or family care employees

2. **Assess portion of time spent on COVID-19 response for eligible staff.**

   Recipients can use a variety of methods to assess the share of an employees' time spent responding to COVID-19, including using reasonable estimates—such as estimating the share of time based on discussions with staff and applying that share to all employees in that position.

   For administrative convenience, recipients can consider public health and safety employees entirely devoted to responding to COVID-19 (and their payroll and benefits fully covered by SLFRF) if the

employee, or his or her operating unit or division, is "primarily dedicated" to responding to COVID-19. Primarily dedicated means that more than half of the employee, unit, or division's time is dedicated to responding to COVID-19.

Recipients must periodically reassess their determination and maintain records to support their assessment, although recipients do not need to track staff hours.

3. **Use SLFRF funding for payroll and covered benefits for the portion of eligible staff time spent on COVID-19 response.** SLFRF funding may be used for payroll and covered benefits for the portion of the employees' time spent on COVID-19 response, as calculated above, through the period of performance.

Government Employment and Rehiring Public Sector Staff

Under the increased flexibility of the final rule, SLFRF funding may be used to support a broader set of uses to restore and support public sector employment. Eligible uses include hiring up to a pre-pandemic baseline that is adjusted for historic underinvestment in the public sector, providing additional funds for employees who experienced pay cuts or were furloughed, avoiding layoffs, providing worker retention incentives, and paying for ancillary administrative costs related to hiring, support, and retention.

- **Restoring pre-pandemic employment.** Recipients have two options to restore pre-pandemic employment, depending on the recipient's needs.

  - *If the recipient simply wants to hire back employees for pre-pandemic positions:* Recipients may use SLFRF funds to hire employees for the same positions that existed on January 27, 2020 but that were unfilled or eliminated as of March 3, 2021. Recipients may use SLFRF funds to cover payroll and covered benefits for such positions through the period of performance.

  - *If the recipient wants to hire above the pre-pandemic baseline and/or would like to have flexibility in positions:* Recipients may use SLFRF funds to pay for payroll and covered benefits associated with the recipient increasing its number of budgeted FTEs up to 7.5 percent above its pre-pandemic baseline. Specifically, recipients should undergo the following steps:

    a. Identify the recipient's budgeted FTE level on January 27, 2020. This includes all budgeted positions, filled and unfilled. This is called the *pre-pandemic baseline*.
    b. Multiply the pre-pandemic baseline by 1.075. This is called the *adjusted pre-pandemic baseline*.
    c. Identify the recipient's budgeted FTE level on March 3, 2021, which is the beginning of the period of performance for SLFRF funds. Recipients may, but are not required to, exclude the number of FTEs dedicated to responding to the COVID-19 public health emergency. This is called the *actual number of FTEs*.
    d. Subtract the *actual number of FTEs* from the *adjusted pre-pandemic baseline* to calculate the number of FTEs that can be covered by SLFRF funds. Recipients do not have to hire for the same roles that existed pre-pandemic.

Recipients may use SLFRF funds to cover payroll and covered benefits through the period of performance; these employees must have begun their employment on or after March 3, 2021. Recipients may only use SLFRF funds for additional FTEs hired over the March 3, 2021 level (i.e., the *actual number of FTEs*).

- **Supporting and retaining public sector workers.** Recipients can also use funds in other ways that support the public sector workforce.[10] These include:
    - **Providing additional funding for employees who experienced pay reductions or were furloughed** since the onset of the pandemic, up to the difference in the employee's pay, taking into account unemployment benefits received.
    - **Maintaining current compensation levels to prevent layoffs.** SLFRF funds may be used to maintain current compensation levels, with adjustments for inflation, in order to prevent layoffs that would otherwise be necessary.
    - **Providing worker retention incentives, including reasonable increases in compensation** to persuade employees to remain with the employer as compared to other employment options. Retention incentives must be entirely additive to an employee's regular compensation, narrowly tailored to need, and should not exceed incentives traditionally offered by the recipient or compensation that alternative employers may offer to compete for the employees. Treasury presumes that retention incentives that are less than 25 percent of the rate of base pay for an individual employee or 10 percent for a group or category of employees are reasonably proportional to the need to retain employees, as long as other requirements are met.
- **Covering administrative costs associated with administering the hiring, support, and retention programs above.**

Effective Service Delivery

SLFRF funding may be used to improve the efficacy of public health and economic programs through tools like program evaluation, data, and outreach, as well as to address administrative needs caused or exacerbated by the pandemic. Eligible uses include:

- **Supporting program evaluation, data, and outreach through:**

[10] Recipients should be able to substantiate that these uses of funds are substantially due to the public health emergency or its negative economic impacts (e.g., fiscal pressures on state and local budgets) and respond to its impacts. See the final rule for details on these uses.

- ✓ Program evaluation and evidence resources
- ✓ Data analysis resources to gather, assess, share, and use data
- ✓ Technology infrastructure to improve access to and the user experience of government IT systems, as well as technology improvements to increase public access and delivery of government programs and services
- ✓ Community outreach and engagement activities
- ✓ Capacity building resources to support using data and evidence, including hiring staff, consultants, or technical assistance support

- **Addressing administrative needs, including:**
  - ✓ Administrative costs for programs responding to the public health emergency and its economic impacts, including non-SLFRF and non-federally funded programs
  - ✓ Address administrative needs caused or exacerbated by the pandemic, including addressing backlogs caused by shutdowns, increased repair or maintenance needs, and technology infrastructure to adapt government operations to the pandemic (e.g., video-conferencing software, data and case management systems)

CAPITAL EXPENDITURES

As described above, the final rule clarifies that recipients may use funds for programs, services, and capital expenditures that respond to the public health and negative economic impacts of the pandemic. Any use of funds in this category for a capital expenditure must comply with the capital expenditure requirements, in addition to other standards for uses of funds.

Capital expenditures are subject to the same eligibility standard as other eligible uses to respond to the pandemic's public health and economic impacts; specifically, they must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit the impacted population or class.

For ease of administration, the final rule identifies enumerated types of capital expenditures that Treasury has identified as responding to the pandemic's impacts; these are listed in the applicable sub-category of eligible uses (e.g., public health, assistance to households, etc.). Recipients may also identify other responsive capital expenditures. Similar to other eligible uses in the SLFRF program, no pre-approval is required for capital expenditures.

To guide recipients' analysis of whether a capital expenditure meets the eligibility standard, recipients (with the exception of Tribal governments) must complete and meet the requirements of a written justification for capital expenditures equal to or greater than $1 million. For large-scale capital expenditures, which have high costs and may require an extended length of time to complete, as well as most capital expenditures for non-enumerated uses of funds, Treasury requires recipients to submit their written justification as part of regular reporting. Specifically:

<table>
<tr><th>If a project has total capital expenditures of</th><th>and the use is enumerated by Treasury as eligible, then</th><th>and the use is beyond those enumerated by Treasury as eligible, then</th></tr>
<tr><td>Less than $1 million</td><td>No Written Justification required</td><td>No Written Justification required</td></tr>
<tr><td>Greater than or equal to $1 million, but less than $10 million</td><td>Written Justification required but recipients are not required to submit as part of regular reporting to Treasury</td><td rowspan="2">Written Justification required and recipients must submit as part of regular reporting to Treasury</td></tr>
<tr><td>$10 million or more</td><td>Written Justification required and recipients must submit as part of regular reporting to Treasury</td></tr>
</table>

A Written Justification includes:

- *Description of the harm or need to be addressed.* Recipients should provide a description of the specific harm or need to be addressed and why the harm was exacerbated or caused by the public health emergency. Recipients may provide quantitative information on the extent and the type of harm, such as the number of individuals or entities affected.

- *Explanation of why a capital expenditure is appropriate.* For example, recipients should include an explanation of why existing equipment and facilities, or policy changes or additional funding to pertinent programs or services, would be inadequate.
- *Comparison of proposed capital project against at least two alternative capital expenditures and demonstration of why the proposed capital expenditure is superior.* Recipients should consider the effectiveness of the capital expenditure in addressing the harm identified and the expected total cost (including pre-development costs) against at least two alternative capital expenditures.

Where relevant, recipients should consider the alternatives of improving existing capital assets already owned or leasing other capital assets.

Treasury presumes that the following capital projects are generally ineligible:

- ✗ Construction of new correctional facilities as a response to an increase in rate of crime
- ✗ Construction of new congregate facilities to decrease spread of COVID-19 in the facility
- ✗ Construction of convention centers, stadiums, or other large capital projects intended for general economic development or to aid impacted industries

In undertaking capital expenditures, Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.

FRAMEWORK FOR ELIGIBLE USES BEYOND THOSE ENUMERATED

As described above, recipients have broad flexibility to identify and respond to other pandemic impacts and serve other populations that experienced pandemic impacts, beyond the enumerated uses and presumed eligible populations. Recipients should undergo the following steps to decide whether their project is eligible:

Step	1. Identify COVID-19 public health or economic impact	2. Design a response that addresses or responds to the impact
Analysis	• Can identify impact to a specific household, business or nonprofit or to a class of households, businesses or nonprofits (i.e., group) • Can also identify disproportionate impacts, or more severe impacts, to a specific beneficiary or to a class	• Types of responses can include a program, service, or capital expenditure • Response should be related and reasonably proportional to the harm • Response should also be reasonably designed to benefit impacted individual or class

1. **Identify a COVID-19 public health or negative economic impact on an individual or a class.** Recipients should identify an individual or class that is "impacted" or "disproportionately impacted" by the COVID-19 public health emergency or its negative economic impacts as well as the specific impact itself.

    - "Impacted" entities are those impacted by the disease itself or the harmful consequences of the economic disruptions resulting from or exacerbated by the COVID-19 public health emergency. For example, an individual who lost their job or a small business that saw lower revenue during a period of closure would both have experienced impacts of the pandemic.

    - "Disproportionately impacted" entities are those that experienced disproportionate public health or economic outcomes from the pandemic; Treasury recognizes that pre-existing disparities, in many cases, amplified the impacts of the pandemic, causing more severe impacts in underserved communities. For example, a household living in a neighborhood with limited access to medical care and healthy foods may have faced health disparities before the pandemic, like a higher rate of chronic health conditions, that contributed to more severe health outcomes during the COVID-19 pandemic.

    The recipient may choose to identify these impacts at either the individual level or at a class level. If the recipient is identifying impacts at the individual level, they should retain documentation supporting the impact the individual experienced (e.g., documentation of lost revenues from a small business). Such documentation can be streamlined in many cases (e.g., self-attestation that a household requires food assistance).

    Recipients also have broad flexibility to identify a "class" – or a group of households, small businesses, or nonprofits – that experienced an impact. In these cases, the recipients should

first identify the class and the impact that it faced. Then, recipients only need to document that the individuals served fall within that class; recipients do not need to document a specific impact to each individual served. For example, a recipient could identify that restaurants in the downtown area faced substantial declines in revenue due to decreased foot traffic from workers; the recipient could develop a program to respond to the impact on that class and only needs to document that the businesses being served are restaurants in the downtown area.

Recipients should keep the following considerations in mind when designating a class:

- **There should be a relationship between the definition of the class and the proposed response.** Larger and less-specific classes are less likely to have experienced similar harms, which may make it more difficult to design a response that appropriately responds to those harms.
- **Classes may be determined on a population basis or on a geographic basis**, and the response should be appropriately matched. For example, a response might be designed to provide childcare to single parents, regardless of which neighborhood they live in, or a response might provide a park to improve the health of a disproportionately impacted neighborhood.
- **Recipients may designate classes that experienced disproportionate impact**, by assessing the impacts of the pandemic and finding that some populations experienced meaningfully more severe impacts than the general public. To determine these disproportionate impacts, recipients:
    - May designate classes based on academic research or government research publications (such as the citations provided in the supplementary information in the final rule), through analysis of their own data, or through analysis of other existing data sources.
    - May also consider qualitative research and sources to augment their analysis, or when quantitative data is not readily available. Such sources might include resident interviews or feedback from relevant state and local agencies, such as public health departments or social services departments.
    - Should consider the quality of the research, data, and applicability of analysis to their determination in all cases.
- **Some of the enumerated uses may also be appropriate responses to the impacts experienced by other classes of beneficiaries**. It is permissible for recipients to provide these services to other classes, so long as the recipient determines that the response is also appropriate for those groups.
- **Recipients may designate a class based on income level, including at levels higher than the final rule definition of "low- and moderate-income."** For example, a recipient may identify that households in their community with incomes above the final rule threshold for low-income nevertheless experienced disproportionate impacts from the pandemic and provide responsive services.

2. **Design a response that addresses or responds to the impact.** Programs, services, and other interventions must be reasonably designed to benefit the individual or class that experienced

the impact. They must also be related and reasonably proportional to the extent and type of impact experienced. For example, uses that bear no relation or are grossly disproportionate to the type or extent of the impact would not be eligible.

"Reasonably proportional" refers to the scale of the response compared to the scale of the harm, as well as the targeting of the response to beneficiaries compared to the amount of harm they experienced; for example, it may not be reasonably proportional for a cash assistance program to provide a very small amount of aid to a group that experienced severe harm and a much larger amount to a group that experienced relatively little harm. Recipients should consider relevant factors about the harm identified and the response to evaluate whether the response is reasonably proportional. For example, recipients may consider the size of the population impacted and the severity, type, and duration of the impact. Recipients may also consider the efficacy, cost, cost-effectiveness, and time to delivery of the response.

For disproportionately impacted communities, recipients may design interventions that address broader pre-existing disparities that contributed to more severe health and economic outcomes during the pandemic, such as disproportionate gaps in access to health care or pre-existing disparities in educational outcomes that have been exacerbated by the pandemic.

Premium Pay

The Coronavirus State and Local Fiscal Recovery Funds may be used to provide premium pay to eligible workers performing essential work during the pandemic. Premium pay may be awarded to eligible workers up to $13 per hour. Premium pay must be in addition to wages or remuneration (i.e., compensation) the eligible worker otherwise receives. Premium pay may not exceed $25,000 for any single worker during the program.

Recipients should undergo the following steps to provide premium pay to eligible workers.

1. **Identify an "eligible" worker.** Eligible workers include workers "needed to maintain continuity of operations of essential critical infrastructure sectors." These sectors and occupations are eligible:

   - ✓ Health care
   - ✓ Emergency response
   - ✓ Sanitation, disinfection & cleaning
   - ✓ Maintenance
   - ✓ Grocery stores, restaurants, food production, and food delivery
   - ✓ Pharmacy
   - ✓ Biomedical research
   - ✓ Behavioral health
   - ✓ Medical testing and diagnostics
   - ✓ Home and community-based health care or assistance with activities of daily living
   - ✓ Family or child care
   - ✓ Social services
   - ✓ Public health
   - ✓ Mortuary
   - ✓ Critical clinical research, development, and testing necessary for COVID-19 response
   - ✓ State, local, or Tribal government workforce
   - ✓ Workers providing vital services to Tribes
   - ✓ Educational, school nutrition, and other work required to operate a school facility
   - ✓ Laundry
   - ✓ Elections
   - ✓ Solid waste or hazardous materials management, response, and cleanup
   - ✓ Work requiring physical interaction with patients
   - ✓ Dental care
   - ✓ Transportation and warehousing
   - ✓ Hotel and commercial lodging facilities that are used for COVID-19 mitigation and containment

   Beyond this list, the chief executive (or equivalent) of a recipient government may designate additional non-public sectors as critical so long as doing so is necessary to protecting the health and wellbeing of the residents of such jurisdictions.

2. **Verify that the eligible worker performs "essential work,"** meaning work that:

   - Is not performed while teleworking from a residence; and
   - Involves either:
     a. regular, in-person interactions with patients, the public, or coworkers of the individual that is performing the work; or
     b. regular physical handling of items that were handled by, or are to be handled by, patients, the public, or coworkers of the individual that is performing the work.

3. **Confirm that the premium pay "responds to" workers performing essential work during the COVID-19 public health emergency.** Under the final rule, which broadened the share of eligible workers who can receive premium pay without a written justification, recipients may meet this requirement in one of three ways:

   - Eligible worker receiving premium pay is earning (with the premium included) at or below 150 percent of their residing state or county's average annual wage for all occupations, as defined by the Bureau of Labor Statistics' Occupational Employment and Wage Statistics, whichever is higher, on an annual basis; or

   - Eligible worker receiving premium pay is not exempt from the Fair Labor Standards Act overtime provisions; or

   - If a worker does not meet either of the above requirements, the recipient must submit written justification to Treasury detailing how the premium pay is otherwise responsive to workers performing essential work during the public health emergency. This may include a description of the essential worker's duties, health, or financial risks faced due to COVID-19, and why the recipient determined that the premium pay was responsive. Treasury anticipates that recipients will easily be able to satisfy the justification requirement for front-line workers, like nurses and hospital staff.

Premium pay may be awarded in installments or lump sums (e.g., monthly, quarterly, etc.) and may be awarded to hourly, part-time, or salaried or non-hourly workers. Premium pay must be paid in addition to wages already received and may be paid retrospectively. A recipient may not use SLFRF to merely reimburse itself for premium pay or hazard pay already received by the worker, and premium pay may not be paid to volunteers.

Water & Sewer Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in water and sewer infrastructure. State, local, and Tribal governments have a tremendous need to address the consequences of deferred maintenance in drinking water systems and removal, management, and treatment of sewage and stormwater, along with additional resiliency measures needed to adapt to climate change.

Recipients may undertake the eligible projects below:

PROJECTS ELIGIBLE UNDER EPA'S CLEAN WATER STATE REVOLVING FUND (CWSRF)

Eligible projects under the CWSRF, and the final rule, include:

- ✓ Construction of publicly owned treatment works
- ✓ Projects pursuant to implementation of a nonpoint source pollution management program established under the Clean Water Act (CWA)
- ✓ Decentralized wastewater treatment systems that treat municipal wastewater or domestic sewage
- ✓ Management and treatment of stormwater or subsurface drainage water
- ✓ Water conservation, efficiency, or reuse measures
- ✓ Development and implementation of a conservation and management plan under the CWA
- ✓ Watershed projects meeting the criteria set forth in the CWA
- ✓ Energy consumption reduction for publicly owned treatment works
- ✓ Reuse or recycling of wastewater, stormwater, or subsurface drainage water
- ✓ Security of publicly owned treatment works

Treasury encourages recipients to review the EPA handbook for the CWSRF for a full list of eligibilities.

PROJECTS ELIGIBLE UNDER EPA'S DRINKING WATER STATE REVOLVING FUND (DWSRF)

Eligible drinking water projects under the DWSRF, and the final rule, include:

- ✓ Facilities to improve drinking water quality
- ✓ Transmission and distribution, including improvements of water pressure or prevention of contamination in infrastructure and lead service line replacements
- ✓ New sources to replace contaminated drinking water or increase drought resilience, including aquifer storage and recovery system for water storage
- ✓ Green infrastructure, including green roofs, rainwater harvesting collection, permeable pavement
- ✓ Storage of drinking water, such as to prevent contaminants or equalize water demands
- ✓ Purchase of water systems and interconnection of systems
- ✓ New community water systems

Treasury encourages recipients to review the EPA handbook for the DWSRF for a full list of eligibilities.

ADDITIONAL ELIGIBLE PROJECTS

With broadened eligibility under the final rule, SLFRF funds may be used to fund additional types of projects— such as additional stormwater infrastructure, residential wells, lead remediation, and certain rehabilitations of dams and reservoirs — beyond the CWSRF and DWSRF, if they are found to be "necessary" according to the definition provided in the final rule and outlined below.

- ✓ Culvert repair, resizing, and removal, replacement of storm sewers, and additional types of stormwater infrastructure
- ✓ Infrastructure to improve access to safe drinking water for individual served by residential wells, including testing initiatives, and treatment/remediation strategies that address contamination
- ✓ Dam and reservoir rehabilitation if primary purpose of dam or reservoir is for drinking water supply and project is necessary for provision of drinking water
- ✓ Broad set of lead remediation projects eligible under EPA grant programs authorized by the Water Infrastructure Improvements for the Nation (WIIN) Act, such as lead testing, installation of corrosion control treatment, lead service line replacement, as well as water quality testing, compliance monitoring, and remediation activities, including replacement of internal plumbing and faucets and fixtures in schools and childcare facilities

A "necessary" investment in infrastructure must be:

(1) responsive to an identified need to achieve or maintain an adequate minimum level of service, which may include a reasonable projection of increased need, whether due to population growth or otherwise,
(2) a cost-effective means for meeting that need, taking into account available alternatives, and
(3) for investments in infrastructure that supply drinking water in order to meet projected population growth, projected to be sustainable over its estimated useful life.

Please note that DWSRF and CWSRF-eligible projects are generally presumed to be necessary investments. Additional eligible projects generally must be responsive to an identified need to achieve or maintain an adequate minimum level of service. Recipients are only required to assess cost-effectiveness of projects for the creation of new drinking water systems, dam and reservoir rehabilitation projects, or projects for the extension of drinking water service to meet population growth needs. Recipients should review the supplementary information to the final rule for more details on requirements applicable to each type of investment.

APPLICABLE STANDARDS & REQUIREMENTS

Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.

Broadband Infrastructure

The Coronavirus State and Local Fiscal Recovery Funds may be used to make necessary investments in broadband infrastructure, which has been shown to be critical for work, education, healthcare, and civic participation during the public health emergency. The final rule broadens the set of eligible broadband infrastructure investments that recipients may undertake.

Recipients may pursue investments in broadband infrastructure meeting technical standards detailed below, as well as an expanded set of cybersecurity investments.

BROADBAND INFRASTRUCTURE INVESTMENTS

Recipients should adhere to the following requirements when designing a broadband infrastructure project:

1. **Identify an eligible area for investment.** Recipients are encouraged to prioritize projects that are designed to serve locations without access to reliable wireline 100/20 Mbps broadband service (meaning service that reliably provides 100 Mbps download speed and 20 Mbps upload speed through a wireline connection), but are broadly able to invest in projects designed to provide service to locations with an identified need for additional broadband investment. Recipients have broad flexibility to define need in their community. Examples of need could include:

   - ✓ Lack of access to a reliable high-speed broadband connection
   - ✓ Lack of affordable broadband
   - ✓ Lack of reliable service

   If recipients are considering deploying broadband to locations where there are existing and enforceable federal or state funding commitments for reliable service of at least 100/20 Mbps, recipients must ensure that SLFRF funds are designed to address an identified need for additional broadband investment that is not met by existing federal or state funding commitments. Recipients must also ensure that SLFRF funds will not be used for costs that will be reimbursed by the other federal or state funding streams.

2. **Design project to meet high-speed technical standards.** Recipients are required to design projects to, upon completion, reliably meet or exceed symmetrical 100 Mbps download and upload speeds. In cases where it is not practicable, because of the excessive cost of the project or geography or topography of the area to be served by the project, eligible projects may be designed to reliably meet or exceed 100/20 Mbps and be scalable to a minimum of symmetrical 100 Mbps download and upload speeds.

   Treasury encourages recipients to prioritize investments in fiber-optic infrastructure wherever feasible and to focus on projects that will achieve last-mile connections. Further, Treasury encourages recipients to prioritize support for broadband networks owned, operated by, or affiliated with local governments, nonprofits, and co-operatives.

3. **Require enrollment in a low-income subsidy program.** Recipients must require the service provider for a broadband project that provides service to households to either:

   - ✓ Participate in the FCC's Affordable Connectivity Program (ACP)
   - ✓ Provide access to a broad-based affordability program to low-income consumers that provides benefits commensurate to ACP

   Treasury encourages broadband services to also include at least one low-cost option offered without data usage caps at speeds sufficient for a household with multiple users to simultaneously telework and engage in remote learning. Recipients are also encouraged to consult with the community on affordability needs.

CYBERSECURITY INVESTMENTS

SLFRF may be used for modernization of cybersecurity for existing and new broadband infrastructure, regardless of their speed delivery standards. This includes modernization of hardware and software.

APPLICABLE STANDARDS & REQUIREMENTS

Treasury encourages recipients to adhere to strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions. Treasury also encourages recipients to prioritize in their procurements employers with high labor standards and to prioritize employers without recent violations of federal and state labor and employment laws.

Restrictions on Use

While recipients have considerable flexibility to use Coronavirus State and Local Fiscal Recovery Funds to address the diverse needs of their communities, some restrictions on use of funds apply.

OFFSET A REDUCTION IN NET TAX REVENUE

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue resulting from a change in law, regulation, or administrative interpretation beginning on March 3, 2021, through the last day of the fiscal year in which the funds provided have been spent.** If a state or territory cuts taxes during this period, it must demonstrate how it paid for the tax cuts from sources other than SLFRF, such as by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be repaid to the Treasury.

DEPOSITS INTO PENSION FUNDS

- **No recipients except Tribal governments may use this funding to make a deposit to a pension fund.** Treasury defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions connected to an eligible use of funds (e.g., for public health and safety staff). Examples of extraordinary payments include ones that:

  - ✗ Reduce a liability incurred prior to the start of the COVID-19 public health emergency and occur outside the recipient's regular timing for making the payment
  - ✗ Occur at the regular time for pension contributions but is larger than a regular payment would have been

ADDITIONAL RESTRICTIONS AND REQUIREMENTS

Additional restrictions and requirements that apply across all eligible use categories include:

- **No debt service or replenishing financial reserves.** Since SLFRF funds are intended to be used prospectively, recipients may not use SLFRF funds for debt service or replenishing financial reserves (e.g., rainy day funds).

- **No satisfaction of settlements and judgments.** Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring in a judicial, administrative, or regulatory proceeding is itself not an eligible use. However, if a settlement requires the recipient to provide services or incur other costs that are an eligible use of SLFRF funds, SLFRF may be used for those costs.

- **Additional general restrictions.** SLFRF funds may not be used for a project that conflicts with or contravenes the purpose of the American Rescue Plan Act statute (e.g., uses of funds that

undermine COVID-19 mitigation practices in line with CDC guidance and recommendations) and may not be used in violation of the Award Terms and Conditions or conflict of interest requirements under the Uniform Guidance. Other applicable laws and regulations, outside of SLFRF program requirements, may also apply (e.g., laws around procurement, contracting, conflicts-of-interest, environmental standards, or civil rights).

Program Administration

The Coronavirus State and Local Fiscal Recovery Funds final rule details a number of administrative processes and requirements, including on distribution of funds, timeline for use of funds, transfer of funds, treatment of loans, use of funds to meet non-federal match or cost-share requirements, administrative expenses, reporting on use of funds, and remediation and recoupment of funds used for ineligible purposes. This section provides a summary for the most frequently asked questions.

TIMELINE FOR USE OF FUNDS

Under the SLFRF, funds must be used for costs incurred on or after March 3, 2021. Further, costs must be obligated by December 31, 2024, and expended by December 31, 2026.

TRANSFERS

Recipients may undertake projects on their own or through subrecipients, which carry out eligible uses on behalf of a recipient, including pooling funds with other recipients or blending and braiding SLFRF funds with other sources of funds. Localities may also transfer their funds to the state through section 603(c)(4), which will decrease the locality's award and increase the state award amounts.

LOANS

Recipients may generally use SLFRF funds to provide loans for uses that are otherwise eligible, although there are special rules about how recipients should track program income depending on the length of the loan. Recipients should consult the final rule if they seek to utilize these provisions.

NON-FEDERAL MATCH OR COST-SHARE REQUIREMENTS

Funds available under the "revenue loss" eligible use category (sections 602(c)(1)(C) and 603(c)(1)(C) of the Social Security Act) generally may be used to meet the non-federal cost-share or matching requirements of other federal programs. However, note that SLFRF funds may not be used as the non-federal share for purposes of a state's Medicaid and CHIP programs because the Office of Management and Budget has approved a waiver as requested by the Centers for Medicare & Medicaid Services pursuant to 2 CFR 200.102 of the Uniform Guidance and related regulations.

SLFRF funds beyond those that are available under the revenue loss eligible use category may not be used to meet the non-federal match or cost-share requirements of other federal programs, other than as specifically provided for by statute. As an example, the Infrastructure Investment and Jobs Act provides that SLFRF funds may be used to meet the non-federal match requirements of authorized Bureau of Reclamation projects and certain broadband deployment projects. Recipients should consult the final rule for further details if they seek to utilize SLFRF funds as a match for these projects.

ADMINISTRATIVE EXPENSES

SLFRF funds may be used for direct and indirect administrative expenses involved in administering the program. For details on permissible direct and indirect administrative costs, recipients should refer to Treasury's Compliance and Reporting Guidance. Costs incurred for the same purpose in like circumstances must be treated consistently as either direct or indirect costs.

REPORTING, COMPLIANCE & RECOUPMENT

Recipients are required to comply with Treasury's Compliance and Reporting Guidance, which includes submitting mandatory periodic reports to Treasury.

Funds used in violation of the final rule are subject to remediation and recoupment. As outlined in the final rule, Treasury may identify funds used in violation through reporting or other sources. Recipients will be provided with an initial written notice of recoupment with an opportunity to submit a request for reconsideration before Treasury provides a final notice of recoupment. If the recipient receives an initial notice of recoupment and does not submit a request for reconsideration, the initial notice will be deemed the final notice. Treasury may pursue other forms of remediation and monitoring in conjunction with, or as an alternative to, recoupment.

REVISIONS TO THE OVERVIEW OF THE FINAL RULE:

- January 18, 2022 (p. 4, p. 16): Clarification that the revenue loss standard allowance is "up to" $10 million under the Replacing Lost Public Sector Revenue eligible use category; addition of further information on the eligibility of general infrastructure, general economic development, and worker development projects under the Public Health and Negative Economic Impacts eligible use category.

CITY OF PLYMOUTH

RESOLUTION NO. 2022-XXX

RESOLUTION ADOPTING THE 2023 BUDGETS

WHEREAS, in 2007, the Plymouth City Council directed staff to implement a biennial budget cycle with a proposed current budget year and an in concept budget proposal; and

WHEREAS, the 2023 budget reflects the second year of the 2022/2023 biennial budget; and

WHEREAS, the 2023 budget resolution and the accompanying proposed 2023 tax levies contained in Resolution No. 2022-XXX are submitted by the city in accordance with Minnesota Statutes and other applicable laws in effect on this date; and

WHEREAS, the City Council concurs on the 2023 Plymouth Housing and Redevelopment Authority budgets in the amount of $4,538,583.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the proposed 2022 operating budgets for the following funds are hereby given approval.

Fund	2022 Proposed Budgets
General	$50,097,963
Recreation	$ 2,682,022
Transit	$ 7,981,466
Water	$10,057,721
Water Resources	$ 6,122,348
Sewer	$13,042,919
Solid Waste	$ 1,541,319
Ice Center	$ 2,198,721
Field House	$ 481,068
Central Equipment	$ 4,118,232
Public Facilities	$ 4,724,890
Information Technology	$ 3,376,797
Risk Management	$ 1,453,371

NOW, BE IT FURTHER RESOLVED, that the City council declares its intent to take all necessary actions legally permissible to the submission and approval of the City's budget and property tax levies.

APPROVED by the City Council on this 13th day of December, 2022.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on December 13, 2022 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____day of _____, _____.

_____
Jodi M. Gallup, City Clerk

CITY OF PLYMOUTH

RESOLUTION NO. 2022-XX

RESOLUTION ADOPTING TAX LEVIES FOR TAXES PAYABLE 2023

WHEREAS, the City Council has given preliminary approval to the proposed operating budgets for calendar year 2023. The proposed budgets require monies to be raised from property taxes on taxable property in the City of Plymouth.

Levy Type	Proposed 2023
Levy Base	
General Fund Base	37,922,777
Street Reconstruction	2,852,950
Recreation Fund	944,640
Park Replacement	981,195
Capital Improvement Fund	496,142
Total Levy Base	43,197,703
Special Levies	
2015A Open Space	268,767
2020A Plymouth Community Center	2,267,392
2021A Fire Stations	787,241
Total Special Levies	3,323,400
Total City levy	46,521,104
HRA Levy	639,634
Total Levy	$ 47,160,738

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the amounts listed above be raised by property tax on taxable property in the City of Plymouth for taxes payable in 2023 as set out in the proposed 2023 budget.

BE IT FURTHER RESOLVED that the scheduled debt levies for the Series 2020A and 2021A of $2,663,010 and $1,353,082.50, respectively, are hereby cancelled and will be levied at a reduced amount of $2,267,392 and $787,241, respectively, and there are sufficient funds on hand to cover the debt service payment.

BE IT FURTHER RESOLVED, that the said preliminary property tax levy be certified to the County Auditor of Hennepin County on or before December 28, 2022.

APPROVED by the City Council on this 13th day of December, 2022.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on December 13, 2022 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____day of _____, _____.

_____
Jodi M. Gallup, City Clerk

CITY OF PLYMOUTH

RESOLUTION NO. 2022-XX

RESOLUTION TO AUTHORIZE THE 2023 HRA LEVY

WHEREAS, pursuant to Minnesota Statutes, Section 469.090 to 469.108 (the *EDA Act*), the City of Plymouth City Council, created the Housing and Redevelopment Authority in and for the City of Plymouth, Minnesota (the *Authority)*; and

WHEREAS, pursuant to the HRA Act, the City Council granted to the Authority all of the powers and duties of a housing and redevelopment authority under the provisions of Minnesota statutes; and

WHEREAS, Section 469.033, subdivision 6 of the HRA Act permits the Authority to levy a tax upon all taxable property within the City to be expended for the purposes authorized by the Act; and

WHEREAS, such levy may be in an amount not to exceed 0.0185 percent of estimated market value of the City; and

WHEREAS, the Authority has filed its budget for the special benefit levy in accordance with the budget procedures of the City; and

WHEREAS, based upon such budgets, the Authority will levy all or such portion of the authorized levy as it deems necessary.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that authorization is hereby given for the Authority to levy for taxes payable in 2023, such tax upon the taxable property of the City as the Authority may determine, subject to the limitations contained in the HRA Act.

APPROVED by the City Council on this 13th day of December, 2022.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on December 13, 2022 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____day of _____, _____.

_____
Jodi M. Gallup, City Clerk

CITY OF PLYMOUTH

RESOLUTION NO. 2022-XX

RESOLUTION APPROVING 2023-2032 CAPITAL IMPROVEMENT PLAN

WHEREAS, the Planning Commission reviewed the proposed 2023-2032 Capital Improvement Plan for the City of Plymouth on December 7, 2022; and

WHEREAS, the Planning Commission recommended approval of the proposed 2023-2032 Capital Improvement Plan.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the 2023-2032 Capital Improvement Plan is approved.

APPROVED by the City Council on this 13th day of December 2022.

CITY OF PLYMOUTH

ORDINANCE NO. 2022-XX

ORDINANCE AMENDING RATES AND FEES

THE CITY OF PLYMOUTH, MINNESOTA ORDAINS:

SECTION 1. Section 1015.13 of the Plymouth City Code (Plumbing Permit Fees) is amended as follows:

		2022 Rate	Proposed 2023 Rate
(a)	2% of job cost	$45 minimum	$45 minimum
(b)	Lawn sprinkling system	$45	$45
(c)	Water Meter Fees:		
	¾" x 7 ½" meter setter	$95	$130
	¾" x 9" long Meter Setter	$107	$142
	¾" Meter, Radio Remote & Setter	$369	$452
	1" Meter Setter	$161	$210
	1" Meter & Radio Remote	$344	$405
	1" Meter, Radio Remote and Setter	$505	$615
	1 ½" Meter, Radio Remote and Flanges	$647	$809
	2" Turbo Meter and Flanges	$929	$1,264
	3" Turbo Meter and Flanges	$1,217	$1,548
	4" Turbo Meter and Flanges	$1,739	$2,320
	2" Compound Meter and Flanges	$1,998	$2,474
	3" Compound Meter and Flanges	$2,500	$3,001
	4" Compound Meter and Flanges	$3,880	$4,742

SECTION 2. Section 1015.19 of the Plymouth City Code (Water and Sewer Permit Fees) is amended as follows:

1015.19. - Water and Sanitary Sewer Permit Fees.

Water and sanitary sewer permit fees are as follows:

(a)	Residential Water Connection or Disconnection	$40.00 plus cost of meter
(b)	Commercial Water Connection or Disconnection	1% of Job Cost, $40.00 minimum plus cost of meter
(c)	Residential Sewer Connection or Disconnection	$40.00
(d)	Commercial/Industrial Sewer Connection or Disconnection	1% of Job Cost, $40.00 minimum
(e)	Alteration or Repair of any Private Underground Sewer or Water System	1% of Job Cost, $40.00 minimum
(f)	Commercial/Industrial Plan Review Fee for Inspection of Private Underground Utility Installation (when submittal documents are required)	$100.00
(g)	Water Turn-Off-/Turn-On Charge	
	(1) Scheduled during regular business hours	$40.00
	(2) Unscheduled during regular business hours	$80.00
	(3) Outside regular business hours	$160.00
(h)	Curb box adjustment:	
	Residential	$35.00
	Commercial	$70.00
(i)	Industrial, Commercial, Public and Institutional Property, and Private Fire Hydrant Inspection Fee	$35.00 per year each
(j)	Reinspection Fee	$15.00
(k)	Violation of Water Sprinkling Ban	$100.00 for each day of violation of Section 720.37
(l)	City Sewer Connection Charge (REC)	~~$571.00~~ 582 per unit
(m)	City Water Connection Charge (REC)	~~$1,463.00~~ 1,493 per unit
(n)	City Water Area Charge	~~$5,033.00~~ 5,134 per acre
(o)	City Sewer Area Charge	~~$1,355.00~~ 1,382 per acre

(Ord. 94-20, 11-7-1994; Ord. 96-32, 12-18-1996; Ord. 98-7, 3-18-1998; Ord. 99-27, 11-2-1999; Ord. 2005-35, 11-29-2005; Ord. 2007-27, 11-13-2007; Ord. 2009-01, 12-13-2009; Ord. 2011-02, 1-25-2011; Ord. 2012-03, 1-24-2012; Ord. 2013-03, 1-8-2013; Ord. 2014-08, 1-28-2014; Ord. 2015-06, 1-27-2015; Ord. 2016-05, 2-23-2016; Ord. 2017-07, 2-28-2017; Ord. 2018-08, 4-10-2018; Ord. 2018-18, 9-25-2018; Ord. No. 2019-05, 3-26-2019; Ord. No. 2019-23, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

SECTION 3. Section 1015.33 of the Plymouth City Code (Utility Fees) is amended as follows:

1015.33. - Utility Fees.

Sanitary Sewer, water, storm water utility fees are as follows:

(a) *Sanitary Sewer Utility Fees.*

(1) *Base Fee.* A charge of ~~$8.02~~ 8.46 per month shall be made to every sanitary sewer account to defray administrative costs, billing costs, and other fixed costs of the City.

(Ord. 2002-31, 11-26-2002; Ord. 2004-27, 11-9-2004; Ord. 2005-32, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-9-2008; Ord. 2009-20, 12-8-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-2013, Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(2) *Volume Charge.* A charge of ~~$4.71~~ 4.97 per 1,000 gallons of sewage discharged into the City's sanitary sewer system shall be made to each sanitary sewer account except for qualified senior citizens for whom a charge of ~~$4.24~~ 4.45 per 1,000 gallons will apply. For purposes of this Section, an individual must meet the following criteria for the qualified senior citizen discount to apply: (1) the individual must be 62 years of age or older; (2) the property must be homesteaded; and (3) the individual's name must appear on the bill. Seniors in a multi-unit building will also be eligible for a senior discount if the bylaws, or other governing documents for the building, require that at least one tenant/owner in each unit be at least 62 years of age. No new enrollment will be accepted into this program beginning 2015. For residential customers, the volume of such sewage discharge shall be based upon the actual amount of water consumed during the appropriate two month billing, in the period of December through February. For non-residential customers, the volume of such sewer discharge shall be based upon the actual water consumed by the account each month. Alternatively, non-residential customers may have their volumes of sewer discharge based on actual sewage flows or calculated sewage flows if sewer usage or sewer deduct meters are installed. In instances where there is no metered water service to an account or the account history is inadequate, the volume of sewer usage shall be that used for similar classes of property similarly situated. Alternatively, residential customers who desire to have the volume of sewer discharge based on average winter water usage may install a water meter to meter their well water usage.

(Ord. 96-27, 11-201-1996; Ord. 97-6, 4-16-1997; Ord. 98-15, 5-6-1998; Ord. 2002-31, 11-26-2002; Ord. 2003-08, 3-25-2003; Ord. 2004-27, 11-9-2004; Ord. 2005-32, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-07, 3-27-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-9-2008; Ord. 2009-20, 12-8-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-2013; Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(b) *Water Rates.* The rate due and payable to the City by each water user within the City for water taken from the water supply system shall be as follows:

(1) *Base Fee.* A charge of ~~$4.82~~ 4.96 per month shall be made to every water account. This charge defrays administrative and billing costs of the City as well as the State water connection surcharge.

(Ord. 2004-26, 11-09-2004; Ord. 2005-34, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-9-2008; Ord. 2009-20, 12-08-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-

2013; Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(2) *Volume Charge—Commercial, Industrial, Public and Institutional.* A charge of ~~$2.08~~ 2.14 per 1,000 gallons of water used shall be made to each water account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

(Ord. 96-27, 11-201-1996; Ord. 99-28, 11-2-1999; Ord. 2004-26, 11-09-2004; Ord. 2005-34, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-09-2008; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-08-2013; Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-08-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

Volume Charge—Residential. A charge of ~~$1.74~~ 1.79 per 1,000 gallons of water for the first 12,500 gallons used, ~~$2.18~~ 2.25 per 1,000 gallons of water for 12,501 to 35,000 gallons used, and ~~$3.76~~ 3.87 per 1,000 gallons of water for over 35,000 gallons used for a two month billing period, shall be made to each residential water account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

(Ord. 99-28, 11-2-1999; Ord. 2004-26, 11-9-2004; Ord. 2005-34, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-9-2008; Ord. 2009-20, 12-08-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-2013; Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

Volume Charge—Separately Metered Commercial, Industrial, Public and Institutional Irrigation. A charge of ~~$2.50~~ 2.59 per 1,000 gallons of waters shall be made to each separately metered commercial, industrial, public and institutional irrigation account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

(Ord. 2009-20, 12-8-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-2013; Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

Volume Charge—Separately Metered Residential Irrigation. A charge of ~~$2.18~~ 2.25 per 1,000 gallons of water for the first 35,000 gallons used per housing unit served, and ~~$3.76~~ 3.87 per 1,000 gallons of water for over 35,000 gallons per housing unit served for a two month billing period, shall be made to each separately metered residential irrigation account. In those instances where there is no adequate water meter history, the measure of usage shall be that used for similar classes of property similarly situated.

(Ord. 2000-02, 2-1-2000; Ord. 2004-26, 11-9-2004; Ord. 2005-34, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-9-2008; Ord. 2009-20, 12-8-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-2013; Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016;

Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(3) *Demand Charge.* The following monthly charge shall be made to every Commercial, Industrial, Public and Institutional water account to reflect the water demand the establishment can place upon the system.

Meter Size ..... Charge

1-½" .....~~$60.01~~ 61.81

2" .....~~$90.02~~ 92.72

3" .....~~$187.55~~ 193.18

4" .....~~$300.09~~ 309.09

6" and over .....~~$600.22~~ 618.23

(Ord. 99-28, 11-02-1999; Ord. 2004-26, 11-9-2004; Ord. 2005-34, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-9-2008; Ord. 2009-20, 12-8-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-2013; Ord. 2014-07, 1-28-2014; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2011; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(4) *Stopped or Faulty Meter.* In case the meter is found to have stopped or to be operating in a faulty manner, the amount of water used will be estimated in accordance with the amount used previously.

(5) *Water Availability Charge.* A water availability charge at the rate of ~~$2.59~~ 2.68 per month is due and payable by the owner of each lot or parcel of land which has municipal water service available if such lot or parcel is not connected to the municipal water system; provided, this charge is not due if there is no building or other structure on such lot or parcel.

(Ord. 2004-26, 11-09-2004; Ord. 2005-34, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2008-29, 12-9-2008; Ord. 2009-20, 12-8-2009; Ord. 2012-02, 1-24-2012; Ord. 2013-04, 1-8-2013; Ord. 2014-07, 1-28-2014; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(c) *Radio-Read Meter Surcharge Fees.*

(1) A $100.00 per month surcharge shall be applied on the water bill for failing to authorize entry onto property to allow the installation of a radio-read meter within 60 days after requested entry.

(2) A $100.00 per month surcharge shall be applied and the water usage shall be estimated based on past usage if a property owner fails to allow proper service of, or tampers with either the meter or radio transmitter, thereby interfering with proper meter reading and utility billing.

(Ord. 2016-02, 1-12-2016; Ord. No. 2021-02, § 1, 1-26-2021)

(d) *Storm Water Utility Rate.* The storm water utility rate is ~~$7.56~~ 8.09 per month and shall be charged to all single-family residential parcels not listed as exempt in Section 725.08; ~~$26.82~~ 28.70 per acre per month for multi-family residential, and ~~$57.98~~ 62.04 per acre per month for commercial.

(Ord. 2004-22, 9-28-2004; Ord. 2005-33, 11-29-2005; Ord. 2007-06, 2-13-2007; Ord. 2007-31, 12-11-2007; Ord. 2008-29, 12-9-2008; Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(e) *Solid Waste Recycling Rate.* The solid waste recycling rate is ~~$3.85~~ 4.25 per month and shall be charged to all single-family residential parcels and any multi-family dwellings under 16 units.

(Ord. 2015-05, 1-27-2015; Ord. 2016-10, 3-8-2016; Ord. 2017-06, 2-28-2017; Ord. 2018-07, 4-10-2018; Ord. No. 2019-04, 3-26-2019; Ord. No. 2019-22, § 1, 12-10-2019; Ord. No. 2021-02, § 1, 1-26-2021)

(f) *Unpaid Charges for Utility Fees.* An amount equal to ten percent of the unpaid current service charges shall be added to each account which is not paid by the due date as specified by the Finance Division. If charges are not paid by due date after a billing is issued, the City shall certify the amount due, together with interest and penalties, to the County Auditor to be collected with other real estate taxes on the parcel.

(Ord. 2011-29, 10-25-2011; Ord. 2016-02, 1-12-2016; Ord. 2018-18, 9-25-2018)

SECTION 4. Section 1016 of the Plymouth City Code concerning park facilities fees is amended as follows:

Section 1016 – Park Facilities Fees

Facility	Dates Available	Reservations Available	Times	Residents	Non-Residents	Plymouth Non-profit	Corporate
Bass Lake Shelter							
Half Day rental	Jan. 1 - Dec 31	90 days prior to date	9a-2p or 4p-9p	$85	$110	$65	N/A
Full Day Rental	Jan. 1 - Dec 31	90 days prior to date	9a-9p	$145	$180	$115	N/A
Damage Deposit				$200	$200	$200	N/A
Parkers Lake Building							
Half Day rental	Jan. 1 - Dec 31	90 days prior to date	9a-2p or 4p-9p	$125	$150	$105	N/A
Full Day Rental	Jan. 1 - Dec 31	90 days prior to date	9a-9p	$185	$215	$155	N/A
Damage Deposit				$200	$200	$200	N/A
Northwest Greenway Pavilion							
Half Day Rental	May – October	January 1	9a-2p or 4p-9p	$150	$175	$125	N/A
Full Day Rental	May – October	January 1	9a-9p	$210	$235	$175	N/A
Damage Deposit				$200	$200	$200	N/A
Green Room Rental	May – October	January 1	9a-9p	$50	$75	$50	N/A
Special Event Hourly Rate	May – October	January 1	7a-10p	$150	$175	$125	N/A

Parkers Lake North Picnic Shelter							
Half Day rental	May-October	January 1st	9a-2p or 4p-9p	$105	$130	$85	N/A
Full Day Rental	May-October	January 1st	9a-9p	$165	$200	$135	N/A
Damage Deposit				$100	$100	$100	N/A
East Medicine Lake Picnic Shelter							
Half Day Rental	May-September	January 1	9a-2p or 4p-9p	$105	$130	$85	N/A
Full Day Rental	May-September	January 1	9a-9p	$165	$200	$135	N/A
Damage Deposit				$100	$100	$100	N/A
West Medicine Lake Picnic Shelters							
Full Day Rental	May-October	January 1	9a-9p	$60	$95	$30	N/A
Damage Deposit				$100	$100	$100	N/A
Hilde Performance Center							
Hourly Rate	April 15-October 15	February 1	8a-11p (2 hr. min.)	$175	$215	$140	N/A
Damage Deposit				$500	$500	$500	N/A
Park Facility Rental Fees							
Personnel Hourly Fee				$20	$20	$25	N/A
Special Event Fee (0-500 people)				$60	$60	$60	N/A
Special Event Fee (501 or more)				$110	$110	$110	N/A
Food Truck Permit for Rentals				$30	$30	$30	N/A
Personal Watercraft Racks							
Parkers Lake, Medicine Lake, Mooney Lake, Pomerleau Lake	May 1-Oct 15	April 1		$75	N/A	N/A	N/A
Dock Permits							
Yearly Fee	Jan. 1 - Dec 31			$25	N/A	N/A	N/A

Park Access Permit							
One Time User Fee				$75	$75	N/A	N/A

Park Facilities							
Outdoor Fields and Rink Hourly Rate	Year Round	N/A	Varies	$34	$34	$34	N/A
Outdoor Fields and Rink Daily Rate	Year Round	N/A	Varies	$135	$135	$135	N/A
Outdoor Courts Hourly Rate/Court	April-October	N/A	Varies	$12	$12	$12	N/A
Indoor Courts Hourly Rate	Year Around	N/A	Varies	$25	$25	$25	N/A
Disc Golf Hourly Rate	April-October	N/A	Varies	$10	$10	$10	N/A
Field/Rink Lights Hourly Rate	Year Round	N/A	Varies	$30	$30	$30	N/A
Field Set Up Fee	Mid April-Mid October	N/A	Varies	$40	$40	$40	N/A
Attendant Hourly Rate	Year Round	N/A	Varies	$20	$20	$20	N/A
Artificial Turf Field Hourly Rate	Mid April-Mid October	N/A	Varies	$55	$55	$55	N/A
Artificial Turf Field Daily Rate	Mid April-Mid October	N/A	Varies	$225	$225	$225	N/A
Millennium Garden							
Friday, Saturday and Sunday 4-hour time block	May 1-Sept 30	Res. 24 months prior Non-Res. 22 months prior	8a-9p	$375	$475	$375	
Damage Deposit				$500	$500	$500	
Police Officer Hourly Rate (Groups larger than 300)				$60	$60	$60	
Plymouth Community Center							
Full Plymouth Room Daily Rate	F	Res. 24 months prior Non-Res. 22 months prior	10a-midnight	$1000	$1125	$1000	

Full Plymouth Room Daily Rate	Sa	Res. 24 months prior Non-Res. 22 months prior	10a-midnight	$1,350	$1,700	$1,350	
Full Plymouth Room Daily Rate	Sun-Th	Res. 24 months prior Non-Res. 22 months prior	10a-10p	$800	$975	$800	
Half Plymouth/ Green Room Daily Rate	M-Th	Res. 24 months prior Non-Res. 22 months prior	8a-9p	$500	$625	$500	
Plymouth Room Damage Deposit				$500	$ 500	$500	
Theater Hourly Rate (2 hour minimum)		Res. 24 months prior Non-Res. 22 months prior	8a-9p	$125	$160	$125	
Theater Light & Sound Board Flat Rate				$200	$200	$200	
Multipurpose Event Rooms (Aspen, Birch and Cedar) Hourly Rate (2 hour minimum)		Res. 24 months prior Non-Res. 22 months prior		$50	$65	$50	
Conference Rooms Hourly Rate (2 hour minimum)		3 months in advance		$30	$40	$30	
Classrooms (2 hour minimum)		3 months in advance		$50	$65	$50	
Green Rooms Hourly Rate (2 hour minimum)		Res. 24 months prior Non-Res. 22 months prior	8a-10p	$60	$75	$60	
Gymnasium Hourly Rate (2 hour minimum/gym)		3 months in advance		$60	$75	$60	
Meeting/ Conference/ Green Room Damage Deposit (2 hour minimum)				$100	$100	$100	

East Deck Hourly Rental (2 hour minimum)				$40	$50	$40	
Firepit Rental Flat Fee				$25	$30	$25	
Personnel Hourly Fee				$20	$20	$20	
Playground/Open Play Admission (includes tax)				$5	~~$6~~7	$5	
Playground Admission – Group Rate (10 or more/includes tax)				$4.50	~~$5.50~~ 6.50	$4.50	
Playground Admission Punch Pass (10 passes/includes tax)				$45	$~~55~~ 63	$45	
Playground Admission Punch Pass (20 passes/includes tax)				$85	~~$102~~ 119	$85	
Exclusive Playground Party				$300	$375	$300	
Birthday Parties (10/passes/includes tax) – 2 hours				$155	$190	$155	
Party Room Damage Deposit				$25	$25	$25	
Plymouth Ice Center*							
Effective January 1[1]							
Early Morning Hourly Rate	Sept-Aug		6a-8a M-F	$140	$140	$140	
Day Prime Time Hourly Rate	Sept-March		8a-3p M-F	$190	$190	$190	
Prime Time Hourly Rate	Sept-March		3p-Midnight M-F and 6a-Midnight Sa-Su	$245	$245	$245	N/A

Facility	Dates Available	Reservations Available	Times	Residents	Non-Residents	Plymouth Non-profit	Corporate
High School Games Hourly Rate		Wayzata/Providence		$260	$260	$260	
Holiday Hourly Rate			Martin Luther King, President's, Veterans, Thanksgiving and Christmas Eve	$265	$265	$265	
Off Season Hourly Rate	April-August		8a-Midnight M-Su	$200	$200	$200	N/A
Plymouth Community Center Fieldhouse*							
Effective June 1[2]							
Full Field Prime Time Hourly Rate	November-April	August	5-10:30p (M-F) 7:30a-10:30p (Sa, Su, Hol)	$345	$360	N/A	N/A
Half Field Prime Time Hourly Rate	November-April	August	5–10:30p (M-F) 7:30a-10:30p (Sa, Su, Hol)	$195	$205	N/A	N/A
Full Field Non-Prime Time Hourly Rate	November-April	August	7:30a-5p (M-F)	$200	$225	N/A	N/A
Half Field Non-Prime Time Hourly Rate	M-F	August	7:30a-5p (M-F)	$100	$125	N/A	N/A

* Facility Manager has the authority to adjust an hourly fee within 48 hours of a potential rental date if the facility is still available for rent.

* State sales tax will be added per state statute.

1. Plymouth Ice Center fees, as amended by Ord. No. 2021-13, shall become effective January 1, 2023.

2. Plymouth Community Center Fieldhouse fees, as amended by Ord. No. 2021-13, shall become effective June 1, 2022.

(Ord. 2011-29, 10/25/2011; Ord. 2018-18, 9/25/2018; Ord. 2018-20, 12/11/2018; Ord. No. 2021-13, §§ 1, 2, 6/22/2021)

Editor's note(s)—To preserve the style of section numbers in this Code, and at the editor's discretion, this table has been designated as § 1016.01.

SECTION 5. Section 1017.01 of the Plymouth City Code concerning miscellaneous fees is amended to include the following Fire Department courtesy lockbox fees:

Surface mount lockbox	$230.00
Surface mount lockbox & mounting hardware	$334.00
Surface mount lockbox, tamper switch & mounting hardware	$382.00
Recessed lockbox (required for new construction)	$302.00
Recessed lockbox & mounting hardware	$406.00
Recessed lockbox, tamper switch & mounting hardware	$443.00

SECTION 6. This ordinance shall become effective immediately upon passage with new fee changes implemented January 1, 2023.

ADOPTED by the City Council this 13th day of December, 2022.

_____
Jeffry Wosje, Mayor

ATTEST:

_____
Jodi Gallup, City Clerk

CITY OF PLYMOUTH

ORDINANCE NO. 2022-

ORDINANCE AMENDING A GAS ENERGY FRANCHISE FEE ON CENTERPOINT ENERGY MINNESOTA GAS ("CENTERPOINT ENERGY") FOR PROVIDING GAS ENERGY SERVICE WITHIN THE CITY OF PLYMOUTH, MINNESOTA

THE CITY OF PLYMOUTH ORDAINS:

On January 14, 2014, the City Council adopted Ordinance No. 2014-02 implementing a gas energy franchise fee on Centerpoint Energy Minnesota Gas ("Centerpoint Energy") for providing gas energy service within the City of Plymouth, Minnesota. The last rate adjustment occurred on December 14, 2021.

Schedule A of the franchise ordinance is hereby amended to reflect a 5% adjustment as follows:

Customer Classification	Amount per Account per Month ($)
Residential	~~$2.40~~ $2.52
Firm A	~~$3.61~~ $3.79
Firm B	~~$12.05~~ $12.65
Firm C	~~$48.20~~ $50.61
Small Volume, Dual Fuel A	~~$48.20~~ $50.61
Small Volume, Dual Fuel B	~~$48.20~~ $50.61
Large Volume Dual Fuel	~~$48.20~~ $50.61

Effective Date. The effective date of this ordinance shall be after its publication and ninety (90) days after its passage and publication and sending of written notice enclosing a copy of this adopted Ordinance to Centerpoint Energy by certified mail.

ADOPTED by the City Council on this 13th day of December, 2022.

_____
Jeffry Wosje, Mayor

ATTEST:

_____
Jodi Gallup, City Clerk

CITY OF PLYMOUTH

ORDINANCE NO. 2022-

ORDINANCE AMENDING FRANCHISE FEE FOR WRIGHT-HENNEPIN COOPERATIVE ELECTRIC ASSOCIATION, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF PLYMOUTH, MINNESOTA

THE CITY OF PLYMOUTH ORDAINS:

On January 14, 2014, the City Council adopted Ordinance No. 2014-03 implementing franchise fee for Wright-Hennepin Cooperative Electric Association, its successors and assigns, for providing electric service within the City of Plymouth, Minnesota. The last rate adjustment occurred on December 14, 2021.

Schedule A of the franchise ordinance is hereby amended to reflect a 5% adjustment as follows:

Class	Amount per month
Residential	~~$2.40~~ $2.52
Small C&I – Non-Demand	~~$3.61~~ $3.79
Small C&I – Demand	~~$12.05~~ $12.65
Large C&I	~~$48.20~~ $50.61

Effective Date. The effective date of this ordinance shall be after its publication and ninety (90) days after the sending of written notice enclosing a copy of this adopted Ordinance to Wright-Hennepin by certified mail.

ADOPTED by the City Council on this 13th day of December, 2022.

_____
Jeffry Wosje, Mayor

ATTEST:

_____
Jodi Gallup, City Clerk

CITY OF PLYMOUTH

ORDINANCE NO. 2022-

ORDINANCE AMENDING FRANCHISE FEE FOR NORTHERN STATES POWER COMPANY, A MINNESOTA CORPORATION, D/B/A XCEL ENERGY, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF PLYMOUTH, MINNESOTA

THE CITY OF PLYMOUTH ORDAINS:

On January 14, 2014, the City Council adopted Ordinance No. 2014-01 implementing franchise fee for Northern States Power Company, a Minnesota Corporation, D/B/A Xcel Energy, its successors and assigns, for providing electric service within the City of Plymouth, Minnesota. The last rate adjustment occurred on December 14, 2021.

Schedule A of the franchise ordinance is hereby amended to reflect a 5% adjustment as follows:

Schedule A of that Ordinance is hereby amended as follows:

Class	Amount per month
Residential	~~$2.40~~ $2.52
Small C&I – Non-Demand	~~$3.61~~ $3.79
Small C&I – Demand	~~$12.05~~ $12.65
Large C&I	~~$48.20~~ $50.61

Effective Date. The effective date of this ordinance shall be after its publication and ninety (90) days after the sending of written notice enclosing a copy of this adopted Ordinance to Xcel Energy by certified mail.

ADOPTED by the City Council on this 13th day of December, 2022.

_____
Jeffry Wojse, Mayor

ATTEST:

_____
Jodi Gallup, City Clerk

CITY OF PLYMOUTH

RESOLUTION NO. 2022-

A RESOLUTION APPROVING THE 2023 COMPENSATION AND CLASSIFICATION PLAN FOR NON-REPRESENTED EMPLOYEES

WHEREAS, the classification and compensation plan has been updated to align with the 2023 budget which has been submitted to the City Council for review and approval; and

WHEREAS, the proposed 2023 pay plan reflects a 3% general pay increase for non-union staff;

WHEREAS, non-represented police and fire personnel are required to wear and maintain uniforms; and

WHEREAS, the proposed pay plan and policy changes have been funded under the appropriate line items in the 2023 budget as presented to the City Council.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should, and hereby does:

1. Approve a 3% general pay increase to the 2023 Classification and Compensation Plan for non-union employees effective December 24, 2022.
2. Approve 2023 health and dental insurance contributions levels for non-union employees, as follows:

Health Insurance:

		Total Monthly Premium	City Contribution to Premium	City Contribution to VEBA	Total City Contribution	Employee Contribution to Premium
Plan 1	$2,500/80% - Achieve					
	Single ($2,500 Deductible)	$665.38	$665.38	$187.50	$852.88	$0.00
	Family ($5,000 Deductible)	$1,662.43	$1,213.57	$187.50	$1,401.07	$448.86
Plan 2	$2,500/80% - Open Access					
	Single ($2,500 Deductible)	$707.86	$707.86	$187.50	$895.36	$0.00
	Family ($5,000 Deductible)	$1,768.55	$1,273.36	$187.50	$1,460.86	$495.19
Plan 3	$2,250/100% - Achieve					
	Single ($2,250 Deductible)	$736.35	$736.35	$187.50	$923.85	$0.00
	Family ($4,500 Deductible)	$1,839.73	$1,306.21	$187.50	$1,493.71	$533.52
Plan 4	$2,250/100% - Open Access					
	Single ($2,250 Deductible)	$783.35	$783.35	$187.50	$970.85	$0.00
	Family ($4,500 Deductible)	$1,957.16	$1,350.44	$187.50	$1,537.94	$606.72

Employees who waive health insurance coverage and are covered by a spouse or parent's group health plan are eligible to receive $353 per month into a VEBA account.

Dental Insurance: The city pays the full dental premium for employees who elect single health insurance or waive health insurance. The 2023 premiums are: single: $36.84/month, family: $110.22/month.

3. Approve an annual clothing allowance of $1,100 for 2023 for regular sworn non-union police and fire personnel.

4. Approve changes to the city's 2023 staffing levels as included in the overall budget, for a total increase of 10.4 full time equivalency positions (FTEs).

5. Direct the city manager to proceed with the ongoing implementation and maintenance of the compensation plan and its components.

APPROVED by the City Council on this 13th day of December, 2022.

CITY OF PLYMOUTH

RESOLUTION NO. 2022-XX

RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE NO'S. 2022-XX, 2022-XX, 2022-XX, 2022-XX

ORDINANCES AMENDING FRANCHISE FEES WITH WRIGHT-HENNEPIN COOPERATIVE ELECTRIC ASSOCIATION, XCEL ENERGY, AND CENTERPOINT ENERGY AND ORDINANCE AMENDING FEES

Ordinance No.'s 2022-XX, 2022-XX, and 2022-XX amend franchise fees with Wright-Hennepin Cooperative Electric Association, Xcel Energy, and Centerpoint Energy, and Ordinance No. 2022-XX amends fees in the City Code.

Printed copies of all ordinances are available for inspection at the City Clerk's Office during regular office hours.

APPROVED for summary publication by the City Council this 13th day of December, 2022.

CITY OF PLYMOUTH

RESOLUTION NO. 2022-XX

RESOLUTION UTILIZING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (ARPA) which included $350B in recovery funds for cities across the country; and

WHEREAS, the City of Plymouth received American Rescue Plan Act (ARPA) funds of $3,510,685 in 2021 and $3,510,686 in 2022 for a total of $7,021,371; and

WHEREAS, the United States Department of Treasury in the Final Rule issued January 6, 2022 allows local government recipients to utilize an amount not to exceed $10M (standard allowance) of their awarded allocation for the replacement of lost public sector revenues due to the pandemic; and

WHEREAS, under the State and Local Fiscal Recovery Funds (SLFRF) program, funds must be used for costs incurred on or after March 3, 2021, obligated by December 31, 2024 and expended by December 31, 2026.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA as follows:

1. The City accepts its share of ARPA Coronavirus SLFRF funds from the United States Department of Treasury to use in a manner consistent with the Department of Treasury's guidance.

2. The City has determined the Standard Allowance related to lost public sector revenue is the least restrictive use of these funds and allows the City to utilize the funds for the provision of government services, including wages, infrastructure improvements, maintenance, capital projects and other services.

APPROVED by the City Council on this 13th day of December, 2022.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.

The undersigned, being the duly qualified and appointed City Clerk of the City of Plymouth, Minnesota, certifies that I compared the foregoing resolution adopted at a meeting of the Plymouth City Council on December 13, 2022 with the original thereof on file in my office, and the same is a correct transcription thereof.

WITNESS my hand officially as such City Clerk and the Corporate seal of the City this _____day of _____, _____.

_____
Jodi M. Gallup, City Clerk

City of Plymouth

Agenda Number: **8.1**

Regular City Council

December 13, 2022

To: Dave Callister, City Manager

Prepared by: Maria Solano, Deputy City Manager

Reviewed by:

Item: **Adopt 2023 Legislative Priorities**

1. Action Requested:

Adopt the attached 2023 Legislative Priorities.

2. Background:

The 2023 Legislative Session for the State of Minnesota is scheduled to begin on January 3, 2023. Each year, the City Council adopts Legislative Priorities which provide a framework for staff to work towards during the legislative session. Council discussed the attached legislative priorities at the November 29th regular meeting and directed staff to prepare for approval this evening.

In addition, the City participates in a number of advocacy efforts in partnership with others, such as the League of Minnesota Cities, Municipal Legislative Commission, Metro Cities, and others. Generally, these organizations promote policies that strengthen the community and are consistent with the Council's priorities. The City is represented by Lockridge Grindal Nauen for lobbying and advocacy. The relationship helps to increase the City's presence at the Capitol and allows staff to spend fewer hours at the Capitol during the session.

3. Budget Impact:

N/A

4. Attachments:

Legislative Priorities 2023

2023 LEGISLATIVE PRIORITIES

The City of Plymouth functions in a multijurisdictional environment and is often subject to mandates from the State of Minnesota, Hennepin County, the Metropolitan Council, and various watershed districts. The city participates in the Municipal Legislative Commission, League of Minnesota Cities, Metro Cities and Minnesota Chiefs of Police Association and generally supports their legislative platforms. This legislative agenda is intended to advocate specifically for the community's residents and businesses, avoid duplication of services, and enable the city to govern itself.

TRANSPORTATION

To efficiently transport commuters and promote business growth, the city encourages the legislature and Hennepin County to identify long-term funding sources with growth potential to allow for construction and maintenance of efficient transit and highway systems. Specifically, Plymouth supports the following:

CHANKAHDA TRAIL (FORMERLY COUNTY ROAD 47). The city requests $20 million in state bond funds to complete vital public safety improvements and pavement upgrades to the corridor. (State of Minnesota)

HIGHWAY 55 BUS RAPID TRANSIT. The city supports efforts to complete a Highway 55 Mobility Study to consider advancing bus rapid transit on Hwy 55. (Hennepin County, State of Minnesota, and the Metropolitan Council)

COUNTY ROAD 73. The city seeks support and resources for improvements to County Road 73 and the surrounding area. (Hennepin County, Metropolitan Council, State of Minnesota)

HIGHWAY 169. The city supports improvements to Highway 169 to improve mobility in Plymouth. (Metropolitan Council, State of Minnesota)

SUBURBAN TRANSIT. The city supports preserving suburban transit, expanding the transit taxing district, and maintaining full motor vehicle sales tax (MVST) funding for suburban transit providers. (Metropolitan Council, State of Minnesota)

HALF-CENT TRANSPORTATION SALES TAX. The city urges the Hennepin County Board to ease restrictions on the half-cent transportation sales tax collection to allow flexibility to fund county road and bridge projects. (Hennepin County)

MOTOR VEHICLE LEASE SALES TAX ALLOCATION TO HENNEPIN COUNTY. The city advocates for eliminating the exemption that prevents Hennepin and Ramsey counties from receiving their portion of the sales tax on leased vehicles through the county state aid formula. This change would provide an estimated $15 million in additional funding to Hennepin County to be used on roads and bridges. (State of Minnesota, Hennepin County, Ramsey County, Hennepin County cities, Ramsey County cities)

GENERAL GOVERNMENT

LOCAL CONTROL. The city opposes legislation that erodes local decision making and control. The city believes that decision making happens best at the local level. (Metropolitan Council, State of Minnesota)

ECONOMIC DEVELOPMENT TOOLS. The City supports funding of the State JCF (Job Creation Fund) and MIF (Minnesota Investment Fund) to allow opportunities for business development, job creation and further encourage economic development. (State of Minnesota)

PRUDENTIAL SITE SPECIAL TIF LEGISLATION. The city seeks special legislation to allow for the creation of a TIF District for the redevelopment of the Prudential site to provide funding for necessary public infrastructure enhancements. Since the site is currently surrounded by three county highways, and Hennepin County has indicated it does not have funds available for Chankahda Trail (formerly County Road 47), County Road 61 or County Road 10 or any of the adjacent intersections, a TIF District will allow the growth in new tax base to assist with funding the needed infrastructure improvements so as not to place an undue burden on Plymouth taxpayers. (State of Minnesota)

STATUTORY AUTHORITY. The city supports legislation confining the Metropolitan Council to its statutory authority. (Metropolitan Council, State of Minnesota)

METROPOLITAN COUNCIL. The city supports reform of the Metropolitan Council's make-up and municipal input in this process. A majority of members should be elected officials, appointed from cities and counties in the region. Terms of Metropolitan Council members appointed by the governor should be staggered and not coterminous with the governor. The Metropolitan Council should represent the entire region and voting should be structured on population and incorporate a system of checks and balances. (Metropolitan Council, State of Minnesota)

WATER MANAGEMENT. The city must meet water quality standards from the Minnesota Department of Natural Resources, Board of Soil and Water Resources, Elm Creek Watershed District, Minnehaha Creek Watershed District, Shingle Creek Watershed District, Bassett Creek Watershed District, Metropolitan Council, United States Environmental Pollution Agency, Army Corps of Engineers, Minnesota Department of Health, Minnesota Pollution Control Agency, and Hennepin County. The City of Plymouth supports process improvements aimed at streamlining applications and standards.

PUBLIC SAFETY UNFUNDED MANDATE. The city supports legislation providing funding for the Commissioner of Public Safety to fully reimburse public employers who are required by state statute 299A.465 to continue to pay health insurance contributions for public safety officers disabled in the line of duty. Currently, only a fraction of the costs that the city incurs related to this unfunded mandate are reimbursed by the state. (State of Minnesota)

STATE REGULATORY FRAMEWORK FOR CANNABINOID AND RECREATIONAL MARIJUANA PRODUCTS. The city supports a strong state regulatory framework with a clear licensing, inspection, and enforcement for the cultivation, manufacturing and distribution to retailers of cannabinoid products. The state regulatory framework should allow cities to maintain authority for local licensing, zoning regulations, and local authority to enact restrictions or regulations regarding the sale of the products more stringent than the state, including the authority to opt-out from authorizing the sale of products. Should the Legislature decide to approve recreational marijuana, these same needs are expected. (State of Minnesota)

FISCAL REFORM

The city supports fiscal reforms that foster local independence from the state.

NO EXPANSION OF FISCAL DISPARITIES. The City of Plymouth contributes 6.4% of its tax base to fiscal disparities and does not support the expansion of the program as a tool to balance the region's tax base. The city opposes any legislation that would redirect fiscal disparity contributions to special projects. (State of Minnesota)

BUILDING PERMIT FEES. The City of Plymouth supports fees and regulations necessary for new development to pay for itself. The City of Plymouth disagrees with the recent Housing First (BATC) publications that state that city building fees cause housing in Plymouth to not be affordable. Based on the City calculations, the fees charged for a new home in Plymouth, including all development and building fees, are less than 5% of the total cost of the average new home in Plymouth.