

## AGENDA

**GREENFIELD CITY COUNCIL  
REGULAR MEETING**

**TUESDAY, OCTOBER 18, 2016 – 7:00 p.m.  
CITY COUNCIL CHAMBERS – 6390 Town Hall Dr.**

*\*Public Comment:* To address the Council, speakers are asked to sign in and will be heard in the order of sign-up. Public comments shall be made at the podium with a three-minute time limit per speaker. Please begin by stating your name and address.

*\*\*Consent Agenda:* Items listed under Consent Agenda are considered routine in nature and will be enacted by a single roll call vote. There will be no separate discussion on these items unless a Council Member or citizen so requests. In that event the item will be removed from the Consent Agenda and considered in normal sequence.

Page

1. **Call Meeting To Order**
2. **Pledge of Allegiance**
3. **Roll Call:** Mayor Brad Johnson, Councilors Tom Cook, Mike Erickson, Mike Hoekstra, Mark Holten
4. **Approve agenda, with any amendments**
5. **\*Public Comment/Response to Public Comment**
6. **\*\*Consent Agenda**
  - A. Approve payment of claims in the amount of \$40,659.42 3-6  
Check #26923-26951  
General Fund \$37,430.31  
Industrial Park Water \$ 15.85  
Industrial Park Sewer \$ 45.43  
Stormwater Management \$ 975.33  
Developer Escrow \$ 2,192.50
  - B. Approve minutes of the October 4, 2016 Council workshop 7-8
  - C. Approve minutes of the October 4, 2016 Council meeting 9-10
7. **Public Hearing**
  - Public hearing on proposed assessments for delinquent recycling, Lake Sarah sewer, street lighting, stormwater, municipal sewer and water, and miscellaneous city services. 11-12
  - (1) Adopt Resolution No. 16-33: Resolution Adopting Assessment for Delinquent Recycling, Lake Sarah Sewer, Street Lighting, Stormwater, Municipal Sewer and Water, and Miscellaneous City Services – Levy #19448 through #19453 13-27

**8. Discussion/Action Items**

- |  |       |
|--|-------|
| A. Approval of preliminary and final plat for Jubert Hills Subdivision                               | 28-44 |
| (1) Adopt Resolution No. 16-34: Resolution Approving the Preliminary and Final Plat for Jubert Hills | 45-46 |
| <br>   |       |
| B. Discussion on usage of unimproved portion of Xenia Street within the City right-of-way            | 47-55 |

**9. Information/Miscellaneous**

- A. Comments/reports from Mayor
- B. Comments/reports from Councilors
- C. Comments/reports from City Administrator
- D. Correspondence:

**10. Adjourn**

*Note: This is a preliminary agenda and is subject to change. The Council will adopt a final agenda at the meeting.*

**\*Check Detail Register©**

October 2016

		Check Amt	Invoice	Comment
<b>10100 Bank West</b>				
Paid Chk#	026923	10/18/2016	<b>ACE HARDWARE</b>	
G 100-20200	Accounts Payable	\$10.95	16-09/30	Oil
G 100-20200	Accounts Payable	\$33.45	16-09/30	Supplies
G 604-20200	Accounts Payable	\$56.43	16-09/30	Glue & Motar
<b>Total ACE HARDWARE</b>		<b>\$100.83</b>		
Paid Chk#	026924	10/18/2016	<b>AFFORDABLE SANITATION</b>	
G 100-20200	Accounts Payable	\$126.00	568	Monthly Service(Handicap)
<b>Total AFFORDABLE SANITATION</b>		<b>\$126.00</b>		
Paid Chk#	026925	10/18/2016	<b>ALERT FIRE &amp; SAFETY CO.</b>	
G 100-20200	Accounts Payable	\$178.00	32944	City Hall Buildings
<b>Total ALERT FIRE &amp; SAFETY CO.</b>		<b>\$178.00</b>		
Paid Chk#	026926	10/18/2016	<b>AMERIPRIDE SERVICES INC</b>	
G 100-20200	Accounts Payable	\$5.92	1003581564	Jeremy
G 100-20200	Accounts Payable	\$5.90	1003581564	Kris
G 100-20200	Accounts Payable	\$5.90	1003581564	Justin
G 100-20200	Accounts Payable	\$3.36	1003581564	Towels
G 100-20200	Accounts Payable	\$14.71	1003581564	Mats
G 100-20200	Accounts Payable	\$6.00	1003581564	Service Charge
G 100-20200	Accounts Payable	\$5.90	1003587987	Kris
G 100-20200	Accounts Payable	\$6.00	1003587987	Service Charge
G 100-20200	Accounts Payable	\$14.71	1003587987	Mats
G 100-20200	Accounts Payable	\$5.90	1003587987	Justin
G 100-20200	Accounts Payable	\$5.92	1003587987	Jeremy
G 100-20200	Accounts Payable	\$3.36	1003587987	Towels
<b>Total AMERIPRIDE SERVICES INC</b>		<b>\$83.58</b>		
Paid Chk#	026927	10/18/2016	<b>CARSON, CLELLAND &amp; SCHREDER</b>	
G 100-20200	Accounts Payable	\$391.89	16-09/29	Civil w/expenses
G 100-20200	Accounts Payable	\$378.75	16-09/29	ROW Issues
G 820-20200	Accounts Payable	\$1,781.26	16-09/29	Attorney Reviews
G 100-20200	Accounts Payable	\$1,224.32	16-09/29	Criminal w/expenses
<b>Total CARSON, CLELLAND &amp; SCHREDER</b>		<b>\$3,776.22</b>		
Paid Chk#	026928	10/18/2016	<b>CENTERPOINT ENERGY-GAS</b>	
G 603-20200	Accounts Payable	\$45.43	16-09/27	8555 State Hwy 55 (WWTP)
G 601-20200	Accounts Payable	\$15.85	16-09/27	7700 69th Ave (WTP)
G 100-20200	Accounts Payable	\$15.85	16-09/27	6390 Town Hall - City
G 100-20200	Accounts Payable	\$16.94	16-09/27	6390 Town Hall - Main (Shop)
G 100-20200	Accounts Payable	\$22.19	16-09/27	7738 Commerce Circle
<b>Total CENTERPOINT ENERGY-GAS</b>		<b>\$116.26</b>		
Paid Chk#	026929	10/18/2016	<b>CENTURYLINK</b>	
G 100-20200	Accounts Payable	\$38.46	16-09/25	Phone service
G 100-20200	Accounts Payable	\$354.26	16-09/28	Phone service
<b>Total CENTURYLINK</b>		<b>\$392.72</b>		
Paid Chk#	026930	10/18/2016	<b>DESIGNING NATURE INC</b>	
G 604-20200	Accounts Payable	\$600.00	16771	Excavator Rental (2 Days)
<b>Total DESIGNING NATURE INC</b>		<b>\$600.00</b>		

**\*Check Detail Register©**

October 2016

			Check Amt	Invoice	Comment
<b>Paid Chk# 026931 10/18/2016 EMBEDDED SYSTEMS, INC.</b>					
G 100-20200	Accounts Payable		\$100.00	34063	Repair Tornado Siren #1
<b>Total EMBEDDED SYSTEMS, INC.</b>			<b>\$100.00</b>		
<b>Paid Chk# 026932 10/18/2016 FOBBE, CHRISTINA D</b>					
G 100-20200	Accounts Payable		\$100.00	16-09/29	Cleaning City Hall
<b>Total FOBBE, CHRISTINA D</b>			<b>\$100.00</b>		
<b>Paid Chk# 026933 10/18/2016 HAKANSON ANDERSON ASSOC. INC.</b>					
G 100-20200	Accounts Payable		\$532.00	36841	Engineering
G 820-20200	Accounts Payable		\$340.00	36842	Final Plat Review
G 100-20200	Accounts Payable		\$1,955.00	36843	2016 Pioneer Tr & Commerce Circle
G 100-20200	Accounts Payable		\$2,581.50	36844	69th Ln, 70th Ave, 71st Ave, Overlay & Patching
G 100-20200	Accounts Payable		\$275.00	36845	71st Ln Drantile Extension
G 100-20200	Accounts Payable		\$127.00	36846	CC Meeting Pioneer Tr & Commerce Circle
G 100-20200	Accounts Payable		\$206.25	36846	Permit Reviews
<b>Total HAKANSON ANDERSON ASSOC. INC.</b>			<b>\$6,016.75</b>		
<b>Paid Chk# 026934 10/18/2016 HENNEPIN CO RECORDER</b>					
G 100-20200	Accounts Payable		\$6.00	16-10/11	Woodland Hills Farm Outlot A Declaration
G 100-20200	Accounts Payable		\$5.00	16-10/11	Woodland Hills Farm Outlot A Declaration
G 100-20200	Accounts Payable		\$9.00	16-10/11	Woodland Hills Farm Outlot A Restriction
<b>Total HENNEPIN CO RECORDER</b>			<b>\$20.00</b>		
<b>Paid Chk# 026935 10/18/2016 INNOVATIVE OFFICE SOLUTIONS LL</b>					
G 100-20200	Accounts Payable		\$22.37	1318502	Box Tape & Pocket End Folders
<b>Total INNOVATIVE OFFICE SOLUTIONS LL</b>			<b>\$22.37</b>		
<b>Paid Chk# 026936 10/18/2016 KD &amp; COMPANY RECYCLING INC</b>					
G 604-20200	Accounts Payable		\$318.90	9492	Pulverized Blk Dirt for Quail Ridge
<b>Total KD &amp; COMPANY RECYCLING INC</b>			<b>\$318.90</b>		
<b>Paid Chk# 026937 10/18/2016 KONICA MINOLTA BUSINESS SOLUTI</b>					
G 100-20200	Accounts Payable		\$16.38	241797516	B & W Copy Overage
G 100-20200	Accounts Payable		\$24.64	241797516	Color Copy Overage
G 100-20200	Accounts Payable		\$28.50	241797516	Base Monthly Rate
<b>Total KONICA MINOLTA BUSINESS SOLUTI</b>			<b>\$69.52</b>		
<b>Paid Chk# 026938 10/18/2016 LORETTO VOLUNTEER FIRE DEPT</b>					
G 100-20200	Accounts Payable		\$15,397.37	2-2188	Quarterly Fire Protection
<b>Total LORETTO VOLUNTEER FIRE DEPT</b>			<b>\$15,397.37</b>		
<b>Paid Chk# 026939 10/18/2016 M &amp; M EXPRESS SLAES &amp; SERVICE</b>					
G 100-20200	Accounts Payable		\$279.95	41529	Cutoff Wheel Concrete Asphalt Saw
<b>Total M &amp; M EXPRESS SLAES &amp; SERVICE</b>			<b>\$279.95</b>		
<b>Paid Chk# 026940 10/18/2016 MENARDS</b>					
G 100-20200	Accounts Payable		\$14.94	23603	Man Whole Repair
G 100-20200	Accounts Payable		\$47.70	24063	Supplies
G 100-20200	Accounts Payable		\$22.50	24063	OTH Supplies
<b>Total MENARDS</b>			<b>\$85.14</b>		
<b>Paid Chk# 026941 10/18/2016 MN DEPT OF LABOR AND INDUSTRY</b>					
G 100-20200	Accounts Payable		\$1,072.44	16-09/30	Qtr Building Permit Surcharge

**\*Check Detail Register©**

October 2016

			Check Amt	Invoice	Comment
<b>Total MN DEPT OF LABOR AND INDUSTRY</b>			<b>\$1,072.44</b>		
Paid Chk#	026942	10/18/2016	<b>PREMIUM WATERS INC</b>		
G 100-2020	Accounts Payable		\$57.04	603275-09-16	Monthly Water
<b>Total PREMIUM WATERS INC</b>			<b>\$57.04</b>		
Paid Chk#	026943	10/18/2016	<b>RANDYS ENVIRONMENTAL SERVICES</b>		
G 100-2020	Accounts Payable		\$3,204.36	16-09/17	Recycling Contract (monthly)
G 100-2020	Accounts Payable		\$41.15	16-09/18	October Refuse
G 100-2020	Accounts Payable		\$33.19	16-09/19	2YD Refuse Service
G 100-2020	Accounts Payable		\$29.63	16-09/20	October Refuse-Lk Sarah Landing
<b>Total RANDYS ENVIRONMENTAL SERVICES</b>			<b>\$3,308.33</b>		
Paid Chk#	026944	10/18/2016	<b>SIR LINES-A-LOT</b>		
G 100-2020	Accounts Payable		\$6,729.24	5032	Line Striping & Fog Lines
<b>Total SIR LINES-A-LOT</b>			<b>\$6,729.24</b>		
Paid Chk#	026945	10/18/2016	<b>SUN PRESS &amp; NEWSPAPERS</b>		
G 100-2020	Accounts Payable		\$197.88	412145	Ord. 2016-03, Lk Sarah Regulations
G 820-2020	Accounts Payable		\$71.24	412146	Public Hearing Notice
G 100-2020	Accounts Payable		\$142.47	412147	Assessment Notice
<b>Total SUN PRESS &amp; NEWSPAPERS</b>			<b>\$411.59</b>		
Paid Chk#	026946	10/18/2016	<b>TRACTOR SUPPLY CREDIT PLAN</b>		
G 100-2020	Accounts Payable		\$23.94	16-09/29	Lk Sarah Landing Pad Replacement
G 100-2020	Accounts Payable		\$19.99	16-09/29	Univ. Joint Impact
<b>Total TRACTOR SUPPLY CREDIT PLAN</b>			<b>\$43.93</b>		
Paid Chk#	026947	10/18/2016	<b>UNLIMITED SUPPLIES INC</b>		
G 100-2020	Accounts Payable		\$18.87	264317	Aluminum Cam & Groove
G 100-2020	Accounts Payable		(\$18.87)	264317CM	Return Items
<b>Total UNLIMITED SUPPLIES INC</b>			<b>\$0.00</b>		
Paid Chk#	026948	10/18/2016	<b>VIKING SEWER &amp; DRAIN CLEANING</b>		
G 100-2020	Accounts Payable		\$260.00	42491	Sewer Backup Emergency
<b>Total VIKING SEWER &amp; DRAIN CLEANING</b>			<b>\$260.00</b>		
Paid Chk#	026949	10/18/2016	<b>WARNING LITES OF MINNESOTA INC</b>		
G 100-2020	Accounts Payable		\$337.25	161263	Reflective Cones (25)
<b>Total WARNING LITES OF MINNESOTA INC</b>			<b>\$337.25</b>		
Paid Chk#	026950	10/18/2016	<b>WESTSIDE TIRE</b>		
G 100-2020	Accounts Payable		\$490.08	776167	Rear Tires One Ton
<b>Total WESTSIDE TIRE</b>			<b>\$490.08</b>		
Paid Chk#	026951	10/18/2016	<b>XCEL ENERGY</b>		
G 100-2020	Accounts Payable		\$3.41	16-09/17	51-5840754-6 - Usage-OTH Bldg
G 100-2020	Accounts Payable		\$54.45	16-09/18	51-5174979-4 - Usage-City Hall
G 100-2020	Accounts Payable		\$11.75	16-09/19	51-0603154-3 - Park Usage
G 100-2020	Accounts Payable		\$96.30	16-10/02	51-5652764-9 - Streetlight OTH
<b>Total XCEL ENERGY</b>			<b>\$165.91</b>		
<b>10100 Bank West</b>			<b>\$40,659.42</b>		

**\*Check Detail Register©**

October 2016

**Check Amt Invoice Comment****Fund Summary****10100 Bank West**

100 General Fund	\$37,430.31
601 Industrial Park Water	\$15.85
603 Industrial Park Sewer	\$45.43
604 Stormwater Management	\$975.33
820 Developer Escrows-2014 to Curr	\$2,192.50
	<hr/>
	\$40,659.42

**GREENFIELD CITY COUNCIL WORKSHOP**  
**October 4, 2016**

The City Council of the City of Greenfield, Hennepin County, Minnesota, met in workshop session on Tuesday, October 4, 2016, at 6:00 p.m. in the council chambers at 6390 Town Hall Drive.

**1. Call meeting to order**

Mayor Johnson called the meeting to order at 6:00 p.m.

**2. Roll call**

Members present: Mayor Brad Johnson, Councilors Tom Cook, Mike Erickson, Mike Hoekstra, and Mark Holten

Staff Present: City Administrator Bonnie Ritter, and Public Works Supervisor Jeremy Ketcher

**3. Discussion on policy for Public Works boots purchased by the City**

Cook stated that the City paid \$350 each for three pairs of chainsaw safety boots and a policy should be considered that would depreciate these boots over their lifetime and if the employee leaves the City within that lifetime they pay back the undepreciated portion to the City.

After discussion it was the consensus of the majority of the Council that it's not reasonable to have the Public Works employees buy the personal protective equipment that the City is requiring them to have.

**4. Discussion on employee performance evaluation form/process**

There were sample evaluation forms in the packet for a "360 degree" performance evaluation, along with other samples supplied by the League of Minnesota Cities. It was general consensus to have a 360 degree evaluation for the City Administrator and a variation of one of the League samples will be used for other employees. The City Administrator will revise those as directed and they will be reviewed at a future workshop.

**5. Discussion on goals and objectives for the City Administrator**

It was previously discussed that the goals and objectives of the City Administrator will tie in with the Comprehensive Plan update, that will spell out the goals and objectives of the City as a whole. Cook stated that the City Council should agree on some goals for the City before the completion of the Comp Plan. Holten stated that the Comp Plan is a formal process and the Council needs to have strategies and tactics to accomplish goals, i.e., a 20-year road plan. He suggests the Council receive input from the City Administrator and Public Works Supervisor on a 20-year plan, along with the associated fiscal strategies.

Johnson suggested a separate workshop for setting goals and objectives. Ritter gave the Council a summary of the projects on her plate now, and hopes to have them completed this year.

**6. Adjourn**

MOTION by Erickson, seconded by Holten to adjourn at 6:57 p.m. All voted in favor. Motion carried.

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Mayor Brad Johnson

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Attest: Bonnie Ritter, City Administrator

**CITY OF GREENFIELD  
CITY COUNCIL MINUTES  
October 4, 2016**

The City Council of the City of Greenfield, Minnesota, met in regular session on Tuesday, October 4, 2016, at 7:00 p.m. in the council chambers at 6390 Town Hall Drive.

**1. Call Meeting to Order**

Mayor Johnson called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

Members present: Mayor Brad Johnson; Councilors Tom Cook, Mike Erickson, Mike Hoekstra, and Mark Holten

Staff present: City Administrator Bonnie Ritter and Public Works Supervisor Jeremy Ketcher

**4. Approve agenda**

MOTION by Holten, seconded by Hoekstra to approve the agenda. All voted in favor. Motion carried.

**5. Public Comment/Response to Public Comment**

Joe Lepore, 6965 Belle Street, asked what is going on with Pioneer Trail. He stated that it's October and nothing is done so he assumes we're ignoring it and see how much it gets destroyed this winter. He also stated that at the last meeting it was stated that the current one-ton truck poses a safety concern and in the bills for approval is one for a DOT inspection. He asked if it passed the inspection and Ketcher stated that it did. Lepore stated he's guessing that it is not a safety concern then.

Mayor Johnson stated that it is customary to respond to public comment at the following meeting and Mr. Jankowski's comment from the last meeting will be addressed at the October 18<sup>th</sup> meeting.

**6. Consent agenda**

MOTION by Erickson, seconded by Hoekstra to approve the consent agenda. All voted in favor. Motion carried.

**A. Approve payment of claims in the amount of \$25,993.22**

Check #26901-26922

General Fund	\$19,862.19
Park Dedication	\$ 3,135.76
Industrial Park Water	\$ 584.30
Lake Sarah Sewer	\$ 539.74
Industrial Park Sewer	\$ 561.83
Stormwater Management	\$ 196.04
Developer Escrow	\$ 1,113.36

**B. Approve minutes of the September 20, 2016 Council meeting**

**7. Discussion/Action Items**

**A. Approve purchase of furnace/air conditioner at Old Town Hall**

Ketcher presented the quotes received for the furnace/air conditioner unit at Old Town Hall.

MOTION by Erickson, seconded by Hoekstra to approve the purchase of a furnace/air conditioner for Old Town Hall from BNC Heating and Cooling Service for an amount of \$5,050.00. All voted in favor. Motion carried.

**8. Information/Miscellaneous**

- A. Comments/reports from Mayor
- B. Comments/reports from Councilors
- C. Comments/reports from Administrator
- D. Correspondence: Sheriff's Activity Report

**9. Adjourn**

MOTION by Erickson, seconded by Holten to adjourn at 7:14 p.m. All voted in favor. Motion carried.

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Mayor Brad Johnson

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Attest: Bonnie Ritter, City Administrator

**City of Greenfield  
City Council Meeting**

**October 18, 2016**

**TO:** Honorable Mayor and Councilors  
**FROM:** Margaret Webb, Assistant to the City Administrator  
**SUBJECT:** Special Assessments – collectible 2017

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Mayor and Council:

Notice was duly published according to state statute, and individual hearing notices were mailed to all effected property owners, with their specific amount owing noted therein.

After the public hearing is held and all persons heard that wish to be heard, I recommend adoption of Resolution No.16-33.

# City of Greenfield

7738 Commerce Circle  
Greenfield, Minnesota 55373  
763.477.6464/Fax: 763.477.4172  
Email: [cityhall@ci.greenfield.mn.us](mailto:cityhall@ci.greenfield.mn.us)  
Web: [www.ci.greenfield.mn.us](http://www.ci.greenfield.mn.us)

**CITY OF GREENFIELD, MN**  
**Notice of Hearing on Proposed Assessment**  
September 29, 2016

**NOTICE IS HEREBY GIVEN** that the Greenfield City Council will meet at 7:00 p.m. on Tuesday, October 18, 2016 in the council chambers at 6390 Town Hall Drive, Greenfield, MN to consider, and possibly adopt, the proposed assessment for the delinquent municipal sewer and water, recycling, street lighting, stormwater, Lake Sarah sewer, and miscellaneous city services. A list of parcel #'s and amounts owed are available for inspection at City Hall at 7738 Commerce Circle during regular business hours.

Such assessment is proposed to be payable in one annual installment and will bear interest at the rate of 6 percent per annum from the date of the adoption of the assessment resolution. To the installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2017.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment (**or by November 21, 2016**). If you decide not to prepay the assessment before the date given above the rate of interest that will apply is 6 percent.

The proposed assessment roll is on file for public inspection at the City Clerk's office. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

An owner may appeal an assessment to district court pursuant to Minn. Stat. §429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the Mayor or Clerk.

Bonnie Ritter  
City Administrator-Clerk

Published in the Crow River News the 29th day of September, 2016

**CITY OF GREENFIELD  
RESOLUTION NO. 16-33**

**RESOLUTION ADOPTING ASSESSMENT FOR DELINQUENT RECYCLING, LAKE SARAH  
SEWER, STREET LIGHTING, STORMWATER, MUNICIPAL SEWER AND WATER, AND  
MISCELLANEOUS CITY SERVICES  
LEVY #19448 through #19453**

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessments per the copies attached hereto,

**NOW, THEREFORE BE IT RESOLVED** by the City Council of Greenfield, Minnesota:

1. Such proposed assessments, copies of which are attached hereto and made a part hereof, are hereby accepted and shall constitute the special assessment against the lands named therein.
2. Such assessment shall be payable in one installment and shall bear interest at the rate of six (6) percent, to be collectable in 2017. To the assessment shall be added interest from the date of this resolution until December 31, 2017.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Greenfield, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution.
4. The Clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the City Council this 18<sup>th</sup> day of October, 2016.

\_\_\_\_\_  
Mayor Brad Johnson

\_\_\_\_\_  
Attest: Bonnie Ritter, City Administrator-Clerk

# New Certified Special Assessments

Recycling

## Detail Report for Levy 19448

Levy No	Project No	Property ID No	Original Assessment	Admin Fee	PreCertified Prepays	Total Assessment	Amortized Annual	First Year
19448								
		01-119-24-31-0004	81.02	25.00	0.00	106.02	0.00	2017
		01-119-24-31-0005	40.08	25.00	0.00	65.08	0.00	2017
		01-119-24-42-0002	40.08	25.00	0.00	65.08	0.00	2017
		02-119-24-23-0003	40.08	25.00	0.00	65.08	0.00	2017
		02-119-24-23-0005	40.08	25.00	0.00	65.08	0.00	2017
		02-119-24-23-0006	40.08	25.00	0.00	65.08	0.00	2017
		02-119-24-24-0007	40.08	25.00	0.00	65.08	0.00	2017
		02-119-24-31-0004	40.08	25.00	0.00	65.08	0.00	2017
		02-119-24-34-0002	40.08	25.00	0.00	65.08	0.00	2017
		02-119-24-42-0003	40.08	25.00	0.00	65.08	0.00	2017
		03-119-24-44-0011	40.08	25.00	0.00	65.08	0.00	2017
		10-119-24-33-0009	40.08	25.00	0.00	65.08	0.00	2017
		10-119-24-33-0012	40.08	25.00	0.00	65.08	0.00	2017
		10-119-24-34-0004	40.08	25.00	0.00	65.08	0.00	2017
		10-119-24-44-0009	40.08	25.00	0.00	65.08	0.00	2017
		11-119-24-13-0003	40.08	25.00	0.00	65.08	0.00	2017
		12-119-24-11-0003	40.08	25.00	0.00	65.08	0.00	2017
		12-119-24-12-0004	39.83	25.00	0.00	64.83	0.00	2017
		12-119-24-21-0003	40.08	25.00	0.00	65.08	0.00	2017
		12-119-24-31-0001	40.08	25.00	0.00	65.08	0.00	2017
		12-119-24-33-0011	40.08	25.00	0.00	65.08	0.00	2017
		13-119-24-31-0002	40.08	25.00	0.00	65.08	0.00	2017
		13-119-24-34-0003	40.08	25.00	0.00	65.08	0.00	2017
		13-119-24-43-0001	40.08	25.00	0.00	65.08	0.00	2017
		13-119-24-43-0007	40.08	25.00	0.00	65.08	0.00	2017
		14-119-24-12-0003	40.08	25.00	0.00	65.08	0.00	2017
		14-119-24-12-0004	40.08	25.00	0.00	65.08	0.00	2017
		16-119-24-11-0005	40.08	25.00	0.00	65.08	0.00	2017
		16-119-24-43-0001	40.08	25.00	0.00	65.08	0.00	2017
		21-119-24-11-0005	40.08	25.00	0.00	65.08	0.00	2017
		21-119-24-12-0003	40.08	25.00	0.00	65.08	0.00	2017

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<i>Levy No</i>	<i>Project No</i>	<i>Property ID No</i>	<i>Original Assessment</i>	<i>Admin Fee</i>	<i>PreCertified Prepays</i>	<i>Total Assessment</i>	<i>Amortized Annual</i>	<i>First Year</i>
		21-119-24-21-0002	40.08	25.00	0.00	65.08	0.00	2017
		21-119-24-21-0003	40.08	25.00	0.00	65.08	0.00	2017
		21-119-24-41-0008	40.08	25.00	0.00	65.08	0.00	2017
		21-119-24-42-0009	40.08	25.00	0.00	65.08	0.00	2017
		22-119-24-42-0006	40.08	25.00	0.00	65.08	0.00	2017
		23-119-24-22-0005	40.08	25.00	0.00	65.08	0.00	2017
		23-119-24-24-0004	40.08	25.00	0.00	65.08	0.00	2017
		23-119-24-33-0004	40.08	25.00	0.00	65.08	0.00	2017
		24-119-24-12-0004	40.08	25.00	0.00	65.08	0.00	2017
		24-119-24-14-0005	40.08	25.00	0.00	65.08	0.00	2017
		24-119-24-41-0003	40.08	25.00	0.00	65.08	0.00	2017
		24-119-24-42-0003	40.08	25.00	0.00	65.08	0.00	2017
		24-119-24-43-0001	40.08	25.00	0.00	65.08	0.00	2017
		24-119-24-43-0003	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-11-0003	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-33-0005	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-41-0001	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-41-0002	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-42-0015	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-43-0003	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-43-0006	38.46	25.00	0.00	63.46	0.00	2017
		25-119-24-44-0007	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-44-0017	40.08	25.00	0.00	65.08	0.00	2017
		25-119-24-44-0020	40.08	25.00	0.00	65.08	0.00	2017
		26-119-24-11-0015	20.49	25.00	0.00	45.49	0.00	2017
		26-119-24-12-0005	30.96	25.00	0.00	55.96	0.00	2017
		26-119-24-14-0005	40.08	25.00	0.00	65.08	0.00	2017
		26-119-24-22-0007	40.08	25.00	0.00	65.08	0.00	2017
		26-119-24-24-0017	40.08	25.00	0.00	65.08	0.00	2017
		26-119-24-41-0001	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-12-0003	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-12-0023	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-12-0024	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-13-0006	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-13-0009	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-13-0020	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-14-0007	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-21-0010	40.08	25.00	0.00	65.08	0.00	2017

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<i>Levy No</i>	<i>Project No</i>	<i>Property ID No</i>	<i>Original Assessment</i>	<i>Admin Fee</i>	<i>PreCertified Prepays</i>	<i>Total Assessment</i>	<i>Amortized Annual</i>	<i>First Year</i>
		27-119-24-32-0001	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-32-0010	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-41-0002	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-41-0009	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-42-0009	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-42-0011	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-42-0016	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-42-0027	40.08	25.00	0.00	65.08	0.00	2017
		27-119-24-44-0007	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-13-0002	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-13-0004	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-14-0002	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0026	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0037	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0044	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0048	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0049	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0052	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0053	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0054	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0055	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0057	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0059	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0067	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0079	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-31-0084	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-32-0004	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-32-0007	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-32-0009	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-32-0010	40.08	25.00	0.00	65.08	0.00	2017
		28-119-24-32-0016	19.36	25.00	0.00	44.36	0.00	2017
		28-119-24-43-0003	40.08	25.00	0.00	65.08	0.00	2017
		28-191-24-31-0092	40.08	25.00	0.00	65.08	0.00	2017
		32-119-24-12-0002	40.08	25.00	0.00	65.08	0.00	2017
		32-119-24-21-0003	40.08	25.00	0.00	65.08	0.00	2017
		33-119-24-12-0001	40.08	25.00	0.00	65.08	0.00	2017
		33-119-24-21-0002	40.08	25.00	0.00	65.08	0.00	2017
		33-119-24-44-0008	40.08	25.00	0.00	65.08	0.00	2017

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<i>Levy No</i>	<i>Project No</i>	<i>Property ID No</i>	<i>Original Assessment</i>	<i>Admin Fee</i>	<i>PreCertified Prepays</i>	<i>Total Assessment</i>	<i>Amortized Annual</i>	<i>First Year</i>
		34-119-24-11-0004	40.08	25.00	0.00	65.08	0.00	2017
		34-119-24-11-0016	40.08	25.00	0.00	65.08	0.00	2017
		34-119-24-12-0008	40.08	25.00	0.00	65.08	0.00	2017
		34-119-24-13-0002	40.08	25.00	0.00	65.08	0.00	2017
		34-119-24-13-0010	40.08	25.00	0.00	65.08	0.00	2017
		34-119-24-14-0002	40.08	25.00	0.00	65.08	0.00	2017
		34-119-24-21-0002	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-11-0003	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-13-0004	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-24-0005	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-24-0007	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-24-0012	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-34-0021	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-41-0002	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-43-0005	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-43-0006	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-43-0007	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-43-0010	40.08	25.00	0.00	65.08	0.00	2017
		35-119-24-43-0019	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-11-0012	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-12-0005	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-14-0003	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-21-0008	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-22-0005	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-23-0003	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-23-0005	20.94	25.00	0.00	45.94	0.00	2017
		36-119-24-24-0004	27.20	25.00	0.00	52.20	0.00	2017
		36-119-24-31-0005	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-34-0004	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-34-0005	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-34-0009	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-41-0014	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-42-0014	40.08	25.00	0.00	65.08	0.00	2017
		36-119-24-44-0003	40.08	25.00	0.00	65.08	0.00	2017
		Detail Count 141						
		Totals	5,608.90	3,525.00	0.00	9,133.90	0.00	

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# New Certified Special Assessments

Detail Report for Levy 19449 Lake Sarah Sewer

Levy No	Project No	Property ID No	Original Assessment	Admin Fee	PreCertified Prepays	Total Assessment	Amortized Annual	First Year
19449								
		34-119-24-11-0004	249.00	25.00	0.00	274.00	0.00	2017
		34-119-24-11-0006	124.50	25.00	0.00	149.50	0.00	2017
		34-119-24-11-0006	124.50	25.00	0.00	149.50	0.00	2017
		34-119-24-11-0007	82.76	25.00	0.00	107.76	0.00	2017
		34-119-24-41-0002	249.00	25.00	0.00	274.00	0.00	2017
		35-119-24-34-0021	528.00	25.00	0.00	553.00	0.00	2017
		35-119-24-43-0005	528.00	25.00	0.00	553.00	0.00	2017
		35-119-24-43-0006	528.00	25.00	0.00	553.00	0.00	2017
		35-119-24-43-0007	528.00	25.00	0.00	553.00	0.00	2017
		35-119-24-43-0010	85.42	25.00	0.00	110.42	0.00	2017
Detail Count 10								
Totals			3,027.18	250.00	0.00	3,277.18	0.00	

# New Certified Special Assessments

## Detail Report for Levy 19450 Street Lighting

<i>Levy No</i>	<i>Project No</i>	<i>Property ID No</i>	<i>Original Assessment</i>	<i>Admin Fee</i>	<i>PreCertified Prepays</i>	<i>Total Assessment</i>	<i>Amortized Annual</i>	<i>First Year</i>
19450								
		28-119-24-33-0012	325.00	25.00	0.00	350.00	0.00	2017
		28-119-24-33-0016	325.00	25.00	0.00	350.00	0.00	2017
		28-119-24-34-0011	325.00	25.00	0.00	350.00	0.00	2017
		33-119-24-21-0002	325.00	25.00	0.00	350.00	0.00	2017
		33-119-24-21-0009	325.00	25.00	0.00	350.00	0.00	2017
		33-119-24-22-0016	325.00	25.00	0.00	350.00	0.00	2017
	Detail Count 6							
	Totals		1,950.00	150.00	0.00	2,100.00	0.00	

# New Certified Special Assessments

Detail Report for Levy 19451

Stormwater

Levy No	Project No	Property ID No	Original Assessment	Admin Fee	PreCertified Prepays	Total Assessment	Amortized Annual	First Year
19451								
		01-119-24-31-0004	43.66	25.00	0.00	68.66	0.00	2017
		01-119-24-31-0005	43.66	25.00	0.00	68.66	0.00	2017
		01-119-24-42-0002	305.62	25.00	0.00	330.62	0.00	2017
		02-119-24-21-0001	130.98	25.00	0.00	155.98	0.00	2017
		02-119-24-23-0003	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-23-0005	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-23-0006	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-24-0007	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-31-0003	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-31-0004	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-31-0007	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-34-0002	87.32	25.00	0.00	112.32	0.00	2017
		02-119-24-34-0003	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-41-0003	43.66	25.00	0.00	68.66	0.00	2017
		02-119-24-42-0003	43.66	25.00	0.00	68.66	0.00	2017
		03-119-24-44-0003	43.66	25.00	0.00	68.66	0.00	2017
		03-119-24-44-0011	43.66	25.00	0.00	68.66	0.00	2017
		10-119-24-33-0009	43.66	25.00	0.00	68.66	0.00	2017
		10-119-24-33-0011	43.66	25.00	0.00	68.66	0.00	2017
		10-119-24-33-0012	87.32	25.00	0.00	112.32	0.00	2017
		10-119-24-34-0004	68.66	25.00	0.00	93.66	0.00	2017
		10-119-24-44-0009	43.66	25.00	0.00	68.66	0.00	2017
		11-119-24-11-0001	305.62	25.00	0.00	330.62	0.00	2017
		11-119-24-13-0003	43.66	25.00	0.00	68.66	0.00	2017
		12-119-24-11-0003	43.66	25.00	0.00	68.66	0.00	2017
		12-119-24-12-0004	86.78	25.00	0.00	111.78	0.00	2017
		12-119-24-12-0009	87.32	25.00	0.00	112.32	0.00	2017
		12-119-24-21-0003	305.62	25.00	0.00	330.62	0.00	2017
		12-119-24-23-0001	436.60	25.00	0.00	461.60	0.00	2017
		12-119-24-31-0001	305.62	25.00	0.00	330.62	0.00	2017
		12-119-24-33-0011	43.66	25.00	0.00	68.66	0.00	2017

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<i>Levy No</i>	<i>Project No</i>	<i>Property ID No</i>	<i>Original Assessment</i>	<i>Admin Fee</i>	<i>PreCertified Prepays</i>	<i>Total Assessment</i>	<i>Amortized Annual</i>	<i>First Year</i>
		13-119-24-31-0002	305.62	25.00	0.00	330.62	0.00	2017
		13-119-24-34-0003	43.66	25.00	0.00	68.66	0.00	2017
		13-119-24-43-0001	43.66	25.00	0.00	68.66	0.00	2017
		13-119-24-43-0007	43.66	25.00	0.00	68.66	0.00	2017
		14-119-24-12-0003	43.66	25.00	0.00	68.66	0.00	2017
		14-119-24-12-0004	43.66	25.00	0.00	68.66	0.00	2017
		15-119-24-11-0001	60.90	25.00	0.00	85.90	0.00	2017
		15-119-24-14-0001	60.90	25.00	0.00	85.90	0.00	2017
		15-119-24-31-0002	43.66	25.00	0.00	68.66	0.00	2017
		15-119-24-31-0004	43.66	25.00	0.00	68.66	0.00	2017
		16-119-24-11-0005	43.66	25.00	0.00	68.66	0.00	2017
		16-119-24-33-0001	43.66	25.00	0.00	68.66	0.00	2017
		16-119-24-43-0001	305.62	25.00	0.00	330.62	0.00	2017
		21-119-24-11-0005	43.66	25.00	0.00	68.66	0.00	2017
		21-119-24-12-0003	305.62	25.00	0.00	330.62	0.00	2017
		21-119-24-21-0002	43.66	25.00	0.00	68.66	0.00	2017
		21-119-24-21-0003	43.66	25.00	0.00	68.66	0.00	2017
		21-119-24-22-0001	43.66	25.00	0.00	68.66	0.00	2017
		21-119-24-41-0008	43.66	25.00	0.00	68.66	0.00	2017
		21-119-24-41-0011	43.66	25.00	0.00	68.66	0.00	2017
		21-119-24-42-0009	43.66	25.00	0.00	68.66	0.00	2017
		22-119-24-31-0006	43.66	25.00	0.00	68.66	0.00	2017
		22-119-24-42-0006	43.66	25.00	0.00	68.66	0.00	2017
		22-119-24-43-0003	87.32	25.00	0.00	112.32	0.00	2017
		23-119-24-22-0004	87.32	25.00	0.00	112.32	0.00	2017
		23-119-24-22-0005	87.32	25.00	0.00	112.32	0.00	2017
		23-119-24-23-0007	43.66	25.00	0.00	68.66	0.00	2017
		23-119-24-24-0004	43.66	25.00	0.00	68.66	0.00	2017
		23-119-24-33-0004	87.32	25.00	0.00	112.32	0.00	2017
		23-119-24-34-0002	43.66	25.00	0.00	68.66	0.00	2017
		24-119-24-12-0004	43.66	25.00	0.00	68.66	0.00	2017
		24-119-24-12-0007	43.66	25.00	0.00	68.66	0.00	2017
		24-119-24-14-0005	43.66	25.00	0.00	68.66	0.00	2017
		24-119-24-22-0001	261.96	25.00	0.00	286.96	0.00	2017
		24-119-24-41-0003	87.32	25.00	0.00	112.32	0.00	2017
		24-119-24-42-0003	305.62	25.00	0.00	330.62	0.00	2017
		24-119-24-42-0004	43.66	25.00	0.00	68.66	0.00	2017
		24-119-24-43-0001	43.66	25.00	0.00	68.66	0.00	2017

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<i>Levy No</i>	<i>Project No</i>	<i>Property ID No</i>	<i>Original Assessment</i>	<i>Admin Fee</i>	<i>PreCertified Prepays</i>	<i>Total Assessment</i>	<i>Amortized Annual</i>	<i>First Year</i>
		24-119-24-43-0002	87.32	25.00	0.00	112.32	0.00	2017
		24-119-24-43-0003	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-11-0002	130.98	25.00	0.00	155.98	0.00	2017
		25-119-24-11-0003	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-11-0005	130.98	25.00	0.00	155.98	0.00	2017
		25-119-24-13-0006	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-13-0007	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-22-0002	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-33-0005	87.32	25.00	0.00	112.32	0.00	2017
		25-119-24-41-0001	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-41-0002	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-42-0015	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-43-0003	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-43-0006	41.90	25.00	0.00	66.90	0.00	2017
		25-119-24-44-0007	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-44-0017	43.66	25.00	0.00	68.66	0.00	2017
		25-119-24-44-0020	43.66	25.00	0.00	68.66	0.00	2017
		26-119-24-11-0006	43.66	25.00	0.00	68.66	0.00	2017
		26-119-24-11-0015	22.31	25.00	0.00	47.31	0.00	2017
		26-119-24-12-0005	33.72	25.00	0.00	58.72	0.00	2017
		26-119-24-14-0005	43.66	25.00	0.00	68.66	0.00	2017
		26-119-24-22-0007	43.66	25.00	0.00	68.66	0.00	2017
		26-119-24-24-0017	43.66	25.00	0.00	68.66	0.00	2017
		26-119-24-41-0001	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-12-0003	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-12-0023	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-12-0024	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-13-0006	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-13-0009	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-13-0020	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-14-0002	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-14-0007	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-14-0009	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-21-0010	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-21-0014	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-23-0001	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-32-0001	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-32-0010	43.66	25.00	0.00	68.66	0.00	2017

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		27-119-24-41-0002	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-41-0009	87.32	25.00	0.00	112.32	0.00	2017
		27-119-24-42-0009	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-42-0011	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-42-0016	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-42-0022	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-42-0027	43.66	25.00	0.00	68.66	0.00	2017
		27-119-24-44-0007	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-13-0001	480.26	25.00	0.00	505.26	0.00	2017
		28-119-24-13-0002	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-13-0004	87.32	25.00	0.00	112.32	0.00	2017
		28-119-24-14-0002	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-31-0026	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0037	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0044	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0048	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0049	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0052	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0053	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0054	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0055	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0057	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0059	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0067	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0079	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0084	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0092	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-31-0098	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-31-0099	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-31-0100	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-31-0104	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-32-0004	43.66	25.00	0.00	68.66	0.00	2017
		28-119-24-32-0007	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-32-0009	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-32-0010	21.83	25.00	0.00	46.83	0.00	2017
		28-119-24-32-0016	10.55	25.00	0.00	35.55	0.00	2017
		28-119-24-33-0012	567.58	25.00	0.00	592.58	0.00	2017
		28-119-24-33-0016	1,091.50	25.00	0.00	1,116.50	0.00	2017

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		28-119-24-34-0001	1,135.16	25.00	0.00	1,160.16	0.00	2017
		28-119-24-34-0011	916.86	25.00	0.00	941.86	0.00	2017
		28-119-24-41-0001	436.60	25.00	0.00	461.60	0.00	2017
		28-119-24-43-0003	43.66	25.00	0.00	68.66	0.00	2017
		32-119-24-12-0002	43.66	25.00	0.00	68.66	0.00	2017
		32-119-24-21-0003	43.66	25.00	0.00	68.66	0.00	2017
		33-119-24-12-0001	43.66	25.00	0.00	68.66	0.00	2017
		33-119-24-21-0002	349.28	25.00	0.00	374.28	0.00	2017
		33-119-24-21-0009	305.62	25.00	0.00	330.62	0.00	2017
		33-119-24-22-0016	436.60	25.00	0.00	461.60	0.00	2017
		33-119-24-41-0002	43.66	25.00	0.00	68.66	0.00	2017
		33-119-24-43-0001	43.66	25.00	0.00	68.66	0.00	2017
		33-119-24-44-0008	43.66	25.00	0.00	68.66	0.00	2017
		34-119-24-11-0004	21.83	25.00	0.00	46.83	0.00	2017
		34-119-24-11-0016	43.66	25.00	0.00	68.66	0.00	2017
		34-119-24-12-0008	43.66	25.00	0.00	68.66	0.00	2017
		34-119-24-13-0002	43.66	25.00	0.00	68.66	0.00	2017
		34-119-24-13-0010	43.66	25.00	0.00	68.66	0.00	2017
		34-119-24-14-0002	43.66	25.00	0.00	68.66	0.00	2017
		34-119-24-21-0002	43.66	25.00	0.00	68.66	0.00	2017
		34-119-24-24-0001	698.56	25.00	0.00	723.56	0.00	2017
		35-119-24-13-0001	87.32	25.00	0.00	112.32	0.00	2017
		35-119-24-13-0004	43.66	25.00	0.00	68.66	0.00	2017
		35-119-24-24-0005	43.66	25.00	0.00	68.66	0.00	2017
		35-119-24-24-0007	43.66	25.00	0.00	68.66	0.00	2017
		35-119-24-24-0012	43.66	25.00	0.00	68.66	0.00	2017
		35-119-24-31-0004	43.66	25.00	0.00	68.66	0.00	2017
		35-119-24-34-0021	21.83	25.00	0.00	46.83	0.00	2017
		35-119-24-41-0002	130.98	25.00	0.00	155.98	0.00	2017
		35-119-24-43-0005	21.83	25.00	0.00	46.83	0.00	2017
		35-119-24-43-0006	21.83	25.00	0.00	46.83	0.00	2017
		35-119-24-43-0007	21.83	25.00	0.00	46.83	0.00	2017
		35-119-24-43-0019	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-11-0012	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-12-0005	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-14-0003	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-21-0008	87.32	25.00	0.00	112.32	0.00	2017
		36-119-24-22-0001	87.32	25.00	0.00	112.32	0.00	2017

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		36-119-24-22-0005	130.98	25.00	0.00	155.98	0.00	2017
		36-119-24-23-0003	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-23-0004	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-23-0005	22.80	25.00	0.00	47.80	0.00	2017
		36-119-24-24-0004	59.26	25.00	0.00	84.26	0.00	2017
		36-119-24-31-0005	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-32-0003	130.98	25.00	0.00	155.98	0.00	2017
		36-119-24-34-0004	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-34-0005	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-34-0009	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-41-0014	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-42-0010	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-42-0014	43.66	25.00	0.00	68.66	0.00	2017
		36-119-24-44-0003	87.32	25.00	0.00	112.32	0.00	2017
	Detail Count 197							
	Totals		18,040.93	4,925.00	0.00	22,965.93	0.00	

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# New Certified Special Assessments

## Detail Report for Levy 19452 City Sewer and Water

Levy No	Project No	Property ID No	Original Assessment	Admin Fee	PreCertified Prepays	Total Assessment	Amortized Annual	First Year
<b>19452</b>								
		28-119-24-31-0026	72.86	25.00	0.00	97.86	0.00	2017
		28-119-24-31-0052	15.47	25.00	0.00	40.47	0.00	2017
		28-119-24-31-0052	76.37	25.00	0.00	101.37	0.00	2017
		28-119-24-31-0055	169.35	25.00	0.00	194.35	0.00	2017
		28-119-24-31-0056	84.88	25.00	0.00	109.88	0.00	2017
		28-119-24-31-0057	84.44	0.00	0.00	84.44	0.00	2017
		28-119-24-31-0061	77.77	25.00	0.00	102.77	0.00	2017
		28-119-24-32-0007	102.97	25.00	0.00	127.97	0.00	2017
		28-119-24-33-0012	968.49	25.00	0.00	993.49	0.00	2017
	Detail Count 9							
	Totals		1,652.60	200.00	0.00	1,852.60	0.00	

# New Certified Special Assessments

## Detail Report for Levy 19453 Service Fees

<i>Levy No</i>	<i>Project No</i>	<i>Property ID No</i>	<i>Original Assessment</i>	<i>Admin Fee</i>	<i>PreCertified Prepays</i>	<i>Total Assessment</i>	<i>Amortized Annual</i>	<i>First Year</i>
19453								
		25-119-24-24-0001	240.00	25.00	0.00	265.00	0.00	2017
		27-119-24-42-0022	120.00	25.00	0.00	145.00	0.00	2017
	Detail Count 2							
	Totals		360.00	50.00	0.00	410.00	0.00	

**To:** Greenfield City Council  
**From:** Brad Scheib, AICP  
**Subject:** Preliminary and Final Plat Review for JUBERT HILLS  
**Date:** October 13, 2016

### **Application Summary**

Dave Jubert, on behalf of joint owners of the subject parcel located on Pioneer Trail and with the PID # of 2511924340004, has submitted a preliminary and final plat request to split the existing 20.03 acre property into two lots; one would be 9.77 acres and one would be 9.76 acres, with the remaining area dedicated to the City as right-of-way for Pioneer Trail. The property is located on the west side of Pioneer Trail between 69<sup>th</sup> Lane North and 71<sup>st</sup> Lane North. The property currently is used for row crop production.

### **Planning Commission Review**

The Planning Commission reviewed the application at a public hearing on October 11, 2016. The original staff report is included for your review and draft minutes from the meeting are also attached. Issues raised at the public hearing pertained to drainage from the subject parcel and in the general area. The Planning Commission unanimously recommended that the City Council approve the preliminary and final plat with conditions. The following is a summary of the discussion at the public hearing and an update on project status since the Planning Commission Report was issued.

### **Application Status**

1. Since the Planning Commission report was issued, the applicant has submitted the final outstanding items and the application has been deemed complete as of October 11, 2016. The City has 120 days to take action on the application so we are well within that time frame.
2. At the time of this City Council staff report, the wetland delineation review by the Pioneer-Sarah Creek Watershed Commission and the septic system review by Hennepin County are still underway. These items will remain as conditions of approval in the approving resolution. Staff does not anticipate any material alterations or issues with either of these reviews.

### **Issues Raised at the Planning Commission Meeting**

In addition to the applicant, three other members of the public spoke. Two members of the public inquired to seek clarification on timing and wetland buffers among other items. Both of these speakers are prospective buyers of the two newly created lots. Jim Dzik, owner of the parcel immediately south of the subject site and adjacent Pioneer Trail, spoke in concern of drainage issues. These issues are outlined in the staff report to the Planning Commission and in a letter to the city. It was noted that no public improvements are associated with the subdivision request and that no material change has been made to the subject property to cause the run off. It was further noted that the area of concern (southeast corner of the site) is

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a natural low area that receives runoff and ultimately has nowhere to drain except through a culvert running east under Pioneer Trail. This culvert is at a higher elevation than the low point that is the area of concern. Staff noted that the drainage issue will be helped but not resolved by the requirement for wetland buffers and by the likelihood that the use of the property will no longer be active row crop but rather of a more permanent ground cover such as lawn or pasture. Staff is requiring that the future owner of Lot 2 submit building and site plans for staff to review to make sure future improvements do not generate additional runoff. Furthermore, the existing drainage issue is an issue that should be resolved by the affected property owners and not the City. However, drainage from Pioneer Trail and the function of the culvert under Pioneer Trail is a responsibility of the city. If the culvert is not functioning property and drainage from Pioneer Trail is an issue this should be investigated and addressed by the city. Staff's recommendation is that the drainage from Pioneer Trail and the culvert should be dealt with separately from the subdivision process. The Planning Commission subsequently made a motion to recommend the Council investigate the drainage in this area associated with Pioneer Trail and the culvert, and establish a plan to rectify any deficiency that is City responsibility.

The prospective buyer of Lot 2 (the southerly lot) inquired about the timing for establishing the wetland buffers and if they are able to get under construction this year, they may want to occupy the house before the spring season when the buffers could be planted. Staff recommended modifying the condition for the buffers to allow one year to establish those buffers contingent on the watershed commissions review and recommendation of the wetland delineation report. The Planning Commission's recommendation included this modification.

### **Recommendation**

Both Staff and the Planning Commission recommend approval of the preliminary and final plat with the noted change to the wetland buffer condition. The attached resolution is offered for Council consideration.

### **Attachments:**

- Planning Commission Staff Report dated October 3, 2016
- Planning Commission draft minutes
- Letter from affected property owner



## PLANNING REPORT

**TO:** Planning Commission  
**FROM:** Brad Scheib, Consulting City Planner  
**DATE:** October 3, 2016  
**PLANNING CASE NO.** 016-005  
**SUBJECT:** Preliminary *and* Final Plat – Jubert Hills  
**APPLICANT:** Dave Jubert  
**LOCATION:** Pioneer Trail (PID #2511924340004)  
**MEETING DATE:** October 11, 2016  
**COMPREHENSIVE PLAN:** Rural Residential  
**ZONING:** RR – Rural Residential

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## BACKGROUND

The applicant, David Jubert, is requesting approval of a preliminary and final plat to subdivide an approximately 20.03 acre parcel on the 7000 block of Pioneer Trail into two lots of approximately equal size. The property has historically been used for row crop farming. The proposed lots are intended for single family homes each having access on to Pioneer Trail.

## REVIEW PROCEDURE AND 120 DAY REVIEW PROCESS

Chapter 151 of the City Code governs the subdivision of land and requires consideration of preliminary plats by the Planning Commission and City Council and final plat approval by the City Council. According to Minnesota Statutes, the City has 120 days following receipt of a completed application to approve or deny a plat. The application has not been deemed complete at the time of this staff report. The applicant has indicated that a wetland delineation has been completed and the technical soil analysis has been conducted for the septic system review. Staff has confirmed through conversations with the firms conducting this work that the work has been completed. Both of these items are to be reviewed by regional agencies. The application is deemed incomplete until these items are submitted and copied to the City of Greenfield. Staff is confident that these items will be submitted prior to the Planning Commission meeting. Minnesota Statutes also require a public hearing to be held in considering a preliminary plat. A public hearing notice was published in the official newspaper, posted, and sent to properties that are within 350 feet of the subject parcel. Section 151.06(A)(1) of the subdivision code provides for the City Planner to determine that a preliminary plat and final plat processes can run currently. Because there are only two lots resulting from the subdivision and

there are no public improvements associated with this request, staff determined the processes should run concurrently.

#### **SITE INFORMATION**

The subject parcel is located on the west side of Pioneer Trail just north of 69<sup>th</sup> Lane. The parcel is approximately 20.03 acres, contains wetlands on the southern portion of the lot, and has a fair amount of topography and grade change generally sloping from a northwest (highpoint) to east/southeasterly direction. A subtle ridge runs north and south through the eastern third of the parcel. Drainage on the site generally flows southwest or southeast from this ridge line ultimately draining towards Dance Hall Creek and three wetland complexes on the southerly portion of the site. Drainage also collects in the right-of-way for Pioneer Trail. A culvert with an invert of 1006 stretches under Pioneer Trail and allows water to flow from the site east through a ditch to Dance Hall Creek.

The existing parcel also extends to the centerline of Pioneer Trail. As part of the platting process, 33 feet from the center of the road will be dedicated as public right-of-way. Pioneer Trail is a minor collector street. Currently, the parcel is accessed for farm related uses from adjacent parcels to the west. No existing farm access was observed onto Pioneer Trail.

The headwaters of Dance Hall Creek begin west of the subject parcel but in close proximity. The parcel does not include any shoreland district designation. A very small portion of the property is affected by the creek and is shown within "Zone A" according to the Flood Insurance Rate Map (FIRM) from FEMA. Zone A is considered part of the General Floodplain District.

Adjacent uses to the property include similar agricultural uses on the west and northern boundaries. A residential subdivision (Loretto Estates – platted in the 1970s) is located across Pioneer Trail to the east. Residential uses also exist immediately adjacent the parcel to the south.

#### **COMPREHENSIVE PLAN ANALYSIS**

##### *LAND USE*

The site sits in an area guided for rural residential land uses. The main goal with regards to land use in the Comprehensive Plan is to "preserve the community's open character while protecting the long-term ability for the City of Greenfield to emerge as a strong, thriving community on the urban/rural fringe."

For direction regarding land guided with a rural residential classification, the Comprehensive Plan states: "Rural Residential [areas] are intended to provide single-family residential development while affording a rural lifestyle. Clustering of development is encouraged to preserve existing natural resources, i.e., wetlands, prairie, woodlands, and wildlife corridors. Residential development shall not exceed a maximum of one unit per five acres." The submitted preliminary plat is consistent with a rural lifestyle. The average density of the proposed plat is 9.7 acres per lot which is consistent with the comprehensive plan.

**PARKS, TRAILS, AND OPEN SPACE**

There are no park, trails, or open space areas planned for this area. Staff recommends park dedication be paid for the two resultant residential parcels.

**PLANNING & ZONING ANALYSIS**

Existing zoning on the property is Rural Residential. A small portion (extreme southwest corner) of Lot 2 is within the General Floodplain District.

**DIMENSIONS & DENSITY**

The minimum lot size, as per 152.060(F)(3)(a), is no less than 2.5 acres, exclusive of road right-of-way, and 1.5 acres of buildable land. Both proposed lots have more than adequate land area to meet code requirements.

The maximum density for subdivisions in the rural residential zoning district is an average of one lot per five acres, gross area. In this case, the land being subdivided is 20.03 acres, into two lots, within the density requirement. The following table provides a summary of each lot's dimensions relative to the zoning code's dimensional standards:

BLOCK	LOT	GROSS AREA (AC)	FRONTAGE (Linear FT)	LOT Width to Depth Ratio
	<i>Required Standard</i>	<i>Minimum of 2.5 acres</i>	<i>Minimum of 200 feet</i>	<i>No more than 1:4</i>
Block 1	Lot 1	9.77	332	1:4
Block 1	Lot 2	9.76	332	1:4

**SEPTIC LAYOUT**

The City Code requires septic sites to be at least 50 feet setback from a delineated wetland. All septic sites as shown on the preliminary plat meet setbacks. A copy of the application and supporting materials is being submitted to Hennepin County Human Services and Public Health Department for Individual Sewage Treatment Systems. Approval of the proposed sites from the County will be a condition of approval.

**WETLAND DELINATION**

A wetland delineation report was completed for the site. The report has been submitted to the Pioneer Sarah Creek Watershed Commission and is being reviewed. Historical wetland delineations on adjacent parcels to the south have also been considered in the review of the application. Comments from the Watershed Commission review will be incorporated as conditions of approval.

**ENGINEERING ANALYSIS**

There are no public improvements associated with this application and therefore project review thresholds are undetermined until time of individual site building or grading permits. Staff has

received verbal comments from an adjacent property owner to the south regarding drainage concerns. Staff discussed the plat with the engineer and has incorporated comments regarding grading, drainage, and erosion control into the staff report. A delineated wetland in the southeast corner of the parcel is the low point on the site that receives runoff from the southeast portion of the subject parcel. Historical use on the property has been of a row crop nature. Row cropping generally results in similar if not more rapid runoff than permanent ground cover that may be associated with a residential use. Construction of a single family home and associated hard cover generally does not meet the threshold for application of water quality and water quantity standards. This threshold for single family residential projects is disturbance of more than one acre of land. In order to ensure no net increase in pollutant loads from pre-development to post development conditions, and no increase in the rate of run-off for the 2, 10, and 100 year events, staff is recommending that Lot 2 have a condition for grading, drainage, and erosion control administrative review at time of building permit regardless of if the threshold is met. Staff is further recommending that buffers be established around all wetlands on the site within 1 year of approval of the final plat or upon issuance of building occupancy, whichever comes first. The buffers shall be consistent with standards as established by Pioneer-Sarah Creek Watershed which currently require an average 25 foot with a minimum 10 foot wide buffer.

#### **STAFF RECOMMENDATION**

Staff recommends approval of the preliminary and final plat with the following noted conditions:

1. Prior to issuing any building permits for Lot 2, plans for grading, drainage, and erosion control shall be submitted and reviewed by City Staff.
2. Within one year of approval of the final plat or upon issuance of building occupancy, whichever comes first, wetland buffers shall be planted consistent with buffer recommendations as established by the Pioneer Sarah Creek WMO watershed plan.
3. All Individual Sewage Treatment Systems constructed on greater than 12% slopes and trench systems constructed on greater than 18% slopes shall be treated as other systems and shall be subject to review and approval by the Wastewater Commission.
4. Park dedication shall be paid in cash for the two new lots as per the City of Greenfield's current fee structure prior to release of the plat for recording.
5. The siren fee shall be paid for the two new lots based on Greenfield's current fee schedule prior to the release of the plat for recording.
6. Right-of-way for Pioneer Trail shall be properly dedicated to the City of Greenfield.

7. The Hennepin County Environmental Health Department shall approve the location of the septic sites for the subdivision.
8. The Pioneer Sarah Creek Watershed shall approve the wetland delineation prior to issuance of any building permits.
9. All fees and financial obligations shall be received by the City prior to the releasing of the plat for recording.
10. The applicant shall provide the plat and all required information to the City within ninety (90) days after the date of the City Council approval, otherwise the approval of the final plat shall be considered void. An extension to the ninety (90) day limit may be granted at the discretion of the City Council in response to a written request from the applicant. The applicant shall record the final plat with the County Recorder within 30 days after the date the plat is signed by the City Administrator-Clerk and the Mayor.

In recommending Staff approval, if all the above conditions are met, the following findings of fact are offered.

1. The criteria for Preliminary and Final Plats included in City Code Section 151.06 and 151.07 are met.
2. The proposed subdivision meets the standards of the R-R Rural Residential Zoning District, as seen in City Code Section 152.055.
3. The proposed subdivision complies with the City's Comprehensive Plan and proposes uses and density which are in compliance.
4. The development of the proposed subdivision will not alter the character of the area.

#### **CITY COUNCIL REVIEW**

In the event a recommendation is received from the Planning Commission, it will be forwarded to the City Council for action at an upcoming meeting. The City Council meets on the first and third Tuesday of the month.

#### **EXHIBITS**

**Exhibit A. Site Location and Images**

**Exhibit B. Site Survey**

**Exhibit C. Preliminary Plat Drawing**

**Exhibit D. Final Plat Drawing**

# Exhibit A - Site Location and Site Conditions

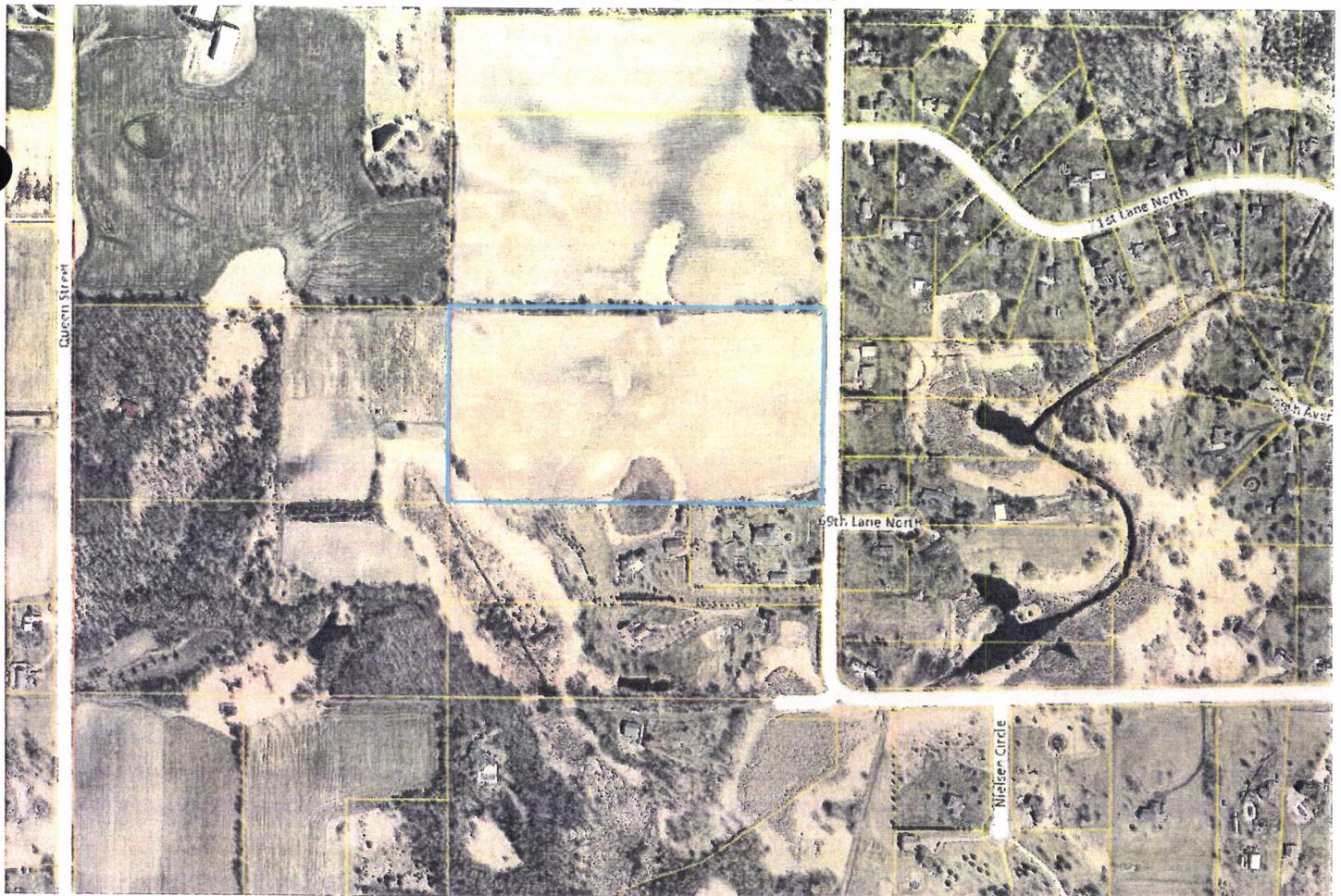


Figure 1: Project Locatoin and Aerial Photo with subject parcel highlighted in blue. the dark line at right and diagonal line below subject parcel are the beginnings of Dance Hall Creek.



Site Photos clockwise from upper left: looking south on Pioneer Trail with subject property at right; north property line; ditch condition near wetland in southeast corner; drainage ditch from culvert to east side of Pioneer Trail; south property line of subject property; landscaping on adjacent parcel to south of subject parcel.

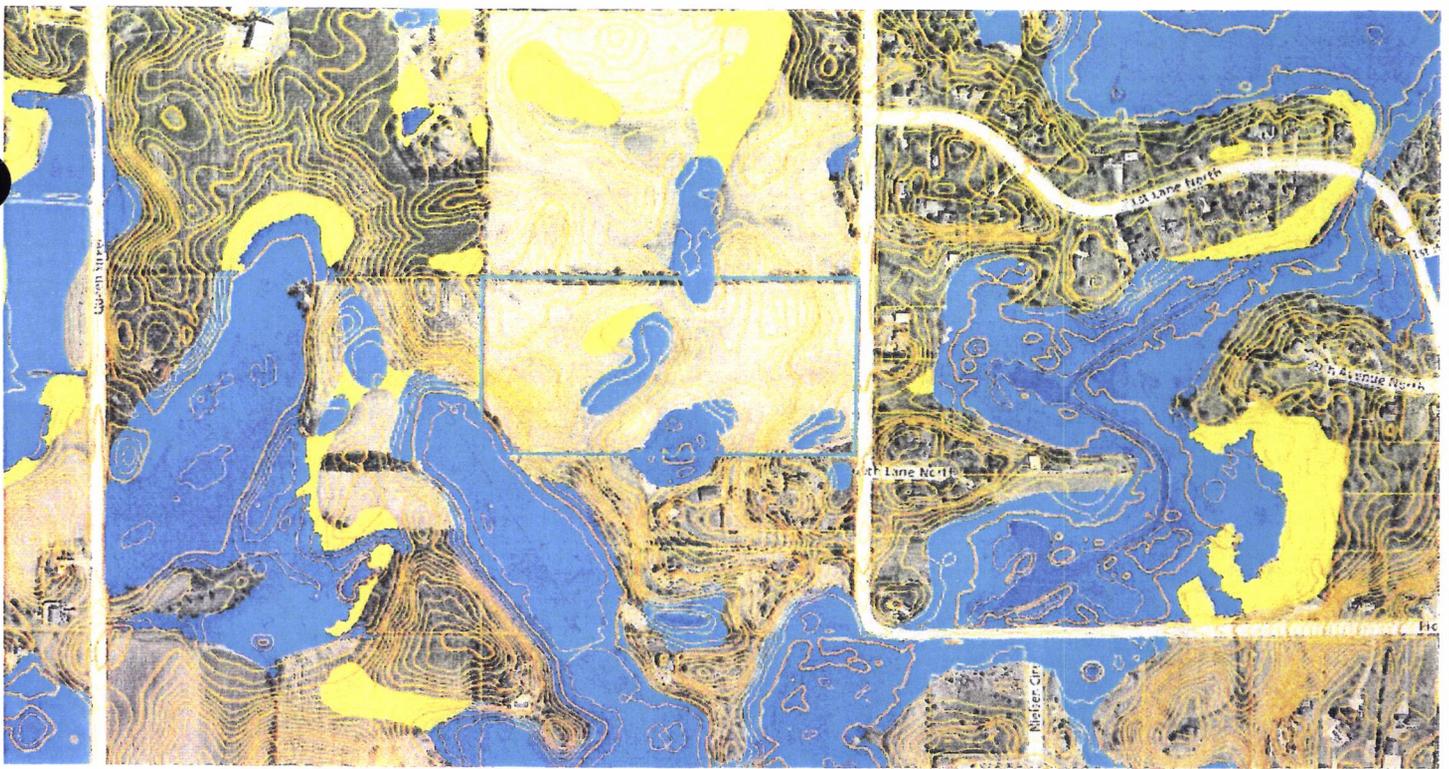


Figure 2: Topo and wetland data from Hennepin County on-line interactive maps: yellow represents 'potential' and light blue is 'probable' as identified by Hennepin County Wetland Inventory; dark blue is probable as identified by the National Wetland Inventory (NWI). All wetlands are to be verified by the wetland delineation report.

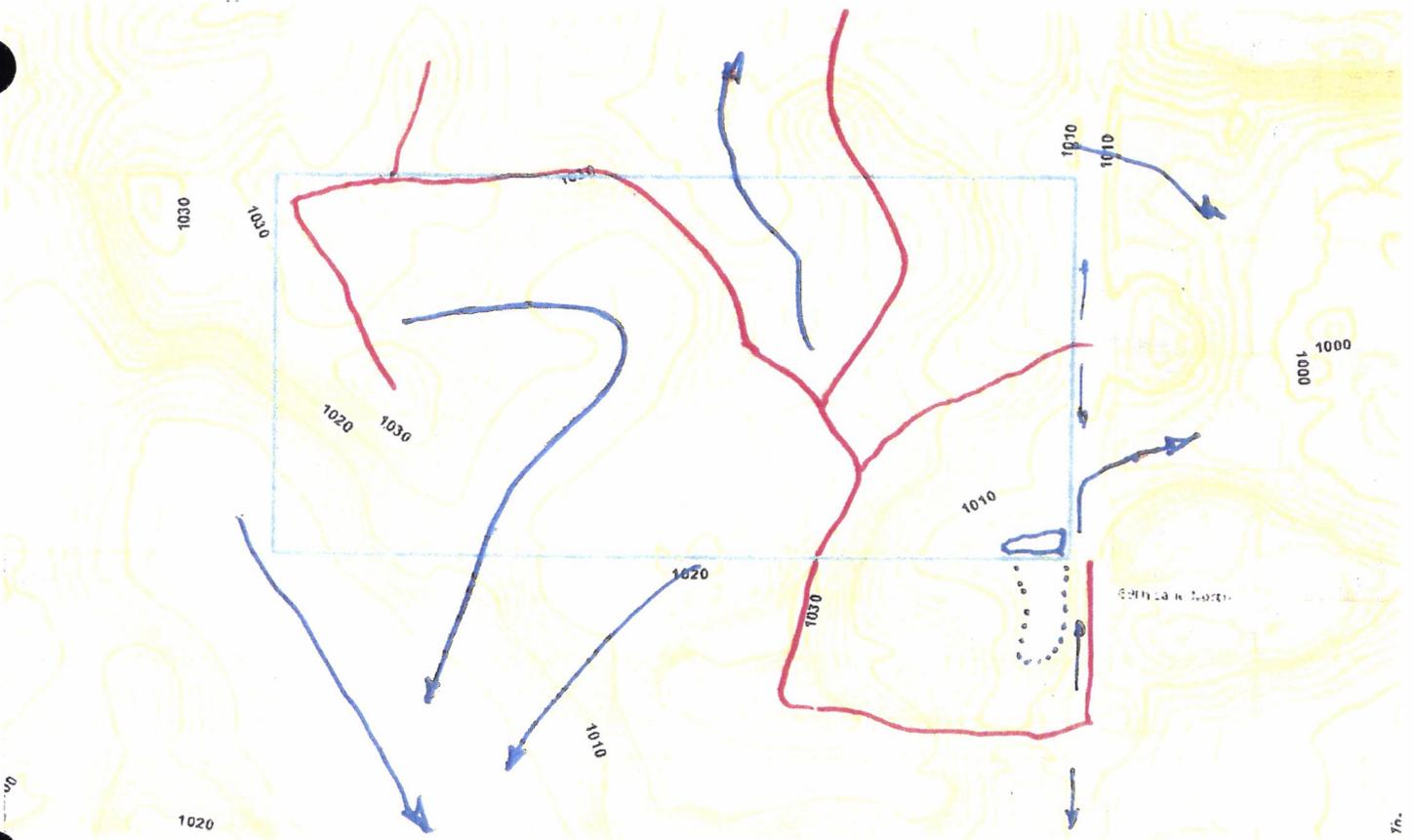
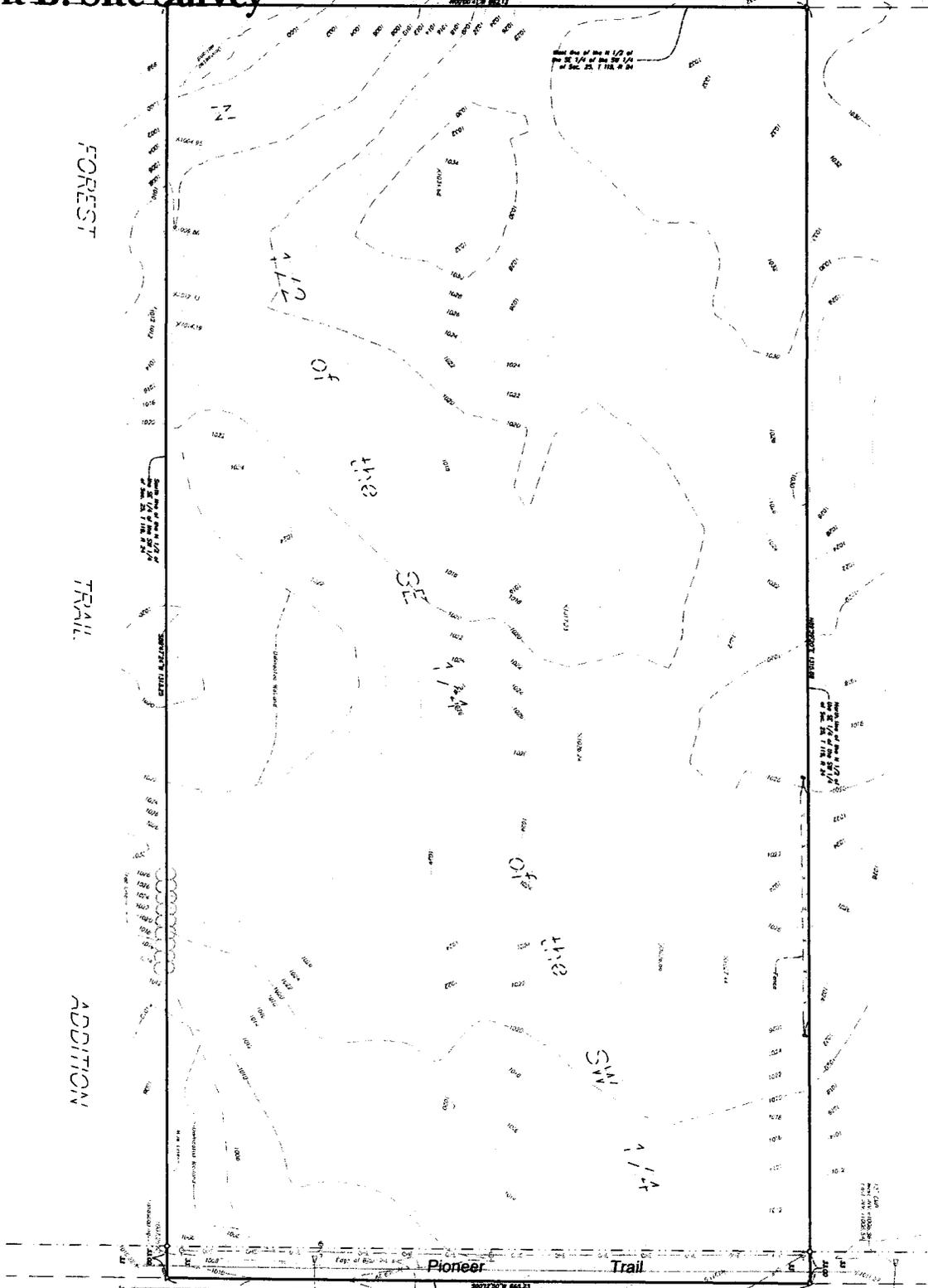


Figure 3: Topo data from Hennepin County on-line interactive maps. Light yellow lines represent 2' intervals. Darker lines with elevation labeled at 10' intervals. Red lines represent drainage breaks. Blue arrows represent flow.

Certificate of Survey



FOREST

TRAIL

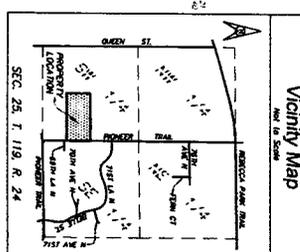
ADDITION

Pioneer Trail

LORETTO

ESTATES

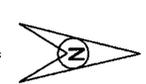
69th Lane N.



Physical Description: Northwest Quarter of the Southeast Quarter of Section 25, Township 119, Range 24, Hennepin County, Minnesota.

Method of description governed by MINNESOTA ENHANCED SURVEYING SERVICES ACT

Legend: (S) denotes Survey Control, (L) denotes Lateral Reference, (A) denotes Area, (D) denotes Distance, (B) denotes Bearing, (E) denotes Elevation, (M) denotes Monument, (I) denotes Iron Pipe, (P) denotes Pipe, (S) denotes Stake, (T) denotes Tape, (V) denotes Vane, (W) denotes Wire, (X) denotes X-Mark, (Y) denotes Y-Mark, (Z) denotes Z-Mark, (O) denotes Other.



Certificate of Survey on the North Half of the Southeast Quarter of the Southwest Quarter of Section 25, Township 119, Range 24, Hennepin County, Minnesota

I hereby certify that this survey, plan, or report 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.

Requested By: Dave Jubert

Date: 9-8-16 Drawn By: S.O.S. Scale: 1"=50' Checked By: P.E.O.



www.attoassociates.com  
9 West Division Street  
Buffalo, MN 55313  
(763)882-4727  
Fax: (763)882-3522

● denotes iron monument found  
○ denotes 1/2 inch by 1/4 inch iron pipe set and marked by License #40082

Project No. 16-0423





## Attention Planning Commission

- We purchased our property at 6975 Pioneer Trail in October of 2005. Ever since then in heavy rains and spring snow melts we have had major problems with flooding in our front yard from the farm field adjoining us on the north.
- We contacted the land owner and told her about the problem. She said her father farmed there and it was never a problem. She was totally unwilling to do anything, even knowing this was no longer a farm field.
- We contacted the city and had them out to see the problem. They did eventually replace the crushed culvert under Pioneer Trail but, the easement was never dug properly.
- We installed a silt fence that is now 3/4 buried on our side.
- We have installed 3 draitiles in the front with a large lift station that handles our own clear water. Unlike the farm field water that is brown + cloudy.
- It has cost us thousands of dollars in pump rentals and plant loss. Not including the hundreds of man hours.
- This spring we planted \$12,000<sup>00</sup> worth of trees to block the road and trash across the street that the city allows!  
Only to have 42" of water on September

21st in our front that was like chocolate milk! We had to rent pumps and it took 3 of them 66 hours to pump out all of the water!

- Now because this property is being sold and a house is being put on it the city must address this problem!
- There needs to be a large drainage ditch and tile along our adjoining properties that goes into the culvert on Pioneer Trail.
- We will be at the meeting to voice our concerns, the water from the farm field must be stopped from causing us more <sup>expenses</sup> money and damage!

Thank You.

**GREENFIELD PLANNING COMMISSION MINUTES**  
**October 11, 2016**

The Planning Commission of the City of Greenfield, Hennepin County, Minnesota, met in regular session on Tuesday, October 11, 2016, at 7:00 p.m. in the council chambers at 6390 Town Hall Drive.

**1. Call meeting to order**

Chair Daluge called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

**3. Roll call**

Members present: Chair Sally Daluge, Loren Harff, Shané Modrow, Mark Workcuff

Members Absent: Mike Sanders

City Staff present: City Planner Brad Scheib and Assistant to the City Administrator Margaret Webb,

**4. Approve minutes of the August 10, 2016 meeting**

MOTION by Modrow, seconded by Harff to approve the minutes of the August 10, 2016 meeting. All voted in favor. Motion carried 4-0.

**5. Consideration of preliminary plat and final plat for Jubert Hills**

**A. Staff Report – Brad Scheib, Hoisington, Koegler, Group, Inc.:**

The applicant, David Jubert, is requesting a preliminary plat and final plat review to subdivide an approximately 20.03 acre parcel on the 7000 block of Pioneer Trail into two lots of approximately equal size. The property has historically been used for row crop farming. The proposed lots are intended for single family homes each having access on to Pioneer Trail. Scheib reviewed the staff report and indicated that staff has received the wetland delineation report and has determined the application to be complete as of October 11, 2016. The wetland delineation still needs to be approved by the watershed district. Scheib reviewed the essentials of the request and highlighted a concern regarding existing storm water runoff and impacts of the adjacent property.

**B. Public Hearing**

Notice for tonight's public hearing was duly published and mailed to property owners within 350 feet of the property in accordance with state statute. The applicant, David Jubert was in attendance.

MOTION by Daluge, seconded by Harff to open the public hearing. All voted in favor. Motion carried 4-0.

1. Jim Dzik, 6975 Pioneer Trail – expressed concerns regarding water that fills the low area in his front yard. Mr. Dzik indicated that drainage from the farm field comes off the hill onto his property. During rain events the water is muddy and pools in his front yard causing damage to

landscaping that they have done. Mr. Dzik would like to see a drainage ditch or other improvement by built to catch the runoff and prevent it from coming on to his property.

2. Annie Favreau, 3109 Antelope Dr., Montrose, MN – potential buyer of Lot 1, wanted to confirm that the wetlands did not impact Lot 1.
3. Jake, potential buyer of Lot 2, wanted clarification on #2 of the conditions report which required wetland buffers be planted within one year of approval of the final plat or building occupancy whichever comes first. He noted that would be hard to comply with the later part of that condition as he is planning on building this fall yet and be occupied before spring and wetland buffers wouldn't be able to be planted until spring or summer.

MOTION by Modrow, seconded by Workcuff to close the public hearing. All voted in favor. Motion carried 4-0.

Planning Commission continued with their discussion. Brad Scheib addressed the comments and concerns of the hearing. Scheib noted that the flow of water into Dzik's property is a natural flow that was not caused by any material improvement to the land and should be resolved by the affected property owners and not the City. The drainage issue will be helped but not resolved by the wetland buffer requirement and by the use of the property which will have more ground cover. Staff recommends the culvert function on Pioneer Trail would be the responsibility of the city and should be addressed and investigated separately.

#### C. Recommendation to City Council

MOTION by Workcuff, seconded by Modrow to recommend approval of the preliminary plat and final plat for Jubert Hills with conditions as noted below and based on the findings as noted in the staff report. All voted in favor. Motion carried 4-0.

#### Conditions

1. Prior to issuing any building permits for Lot 2, plans for grading, drainage, and erosion control shall be submitted and reviewed by City Staff.
2. Within one year of approval of the final plat wetland buffers shall be planted consistent with buffer recommendations as established by the Pioneer Sarah Creek WMO watershed plan.
3. All Individual Sewage Treatment Systems constructed on greater than 12% slopes and trench systems constructed on greater than 18% slopes shall be treated as other systems and shall be subject to review and approval by the Wastewater Commission.
4. Park dedication shall be paid in cash for the two new lots as per the City of Greenfield's current fee structure prior to release of the final plat for recording.
5. The siren fee shall be paid for the two new lots based on Greenfield's current fee schedule prior to the release of the plat for recording.

6. Right-of-way for Pioneer Trail shall be properly dedicated to the City of Greenfield.
7. The Hennepin County Environmental Health Department shall approve the location of the septic sites for the subdivision.
8. The Pioneer Sarah Creek Watershed shall approve the wetland delineation prior to issuance of any building permits.
9. All fees and financial obligations shall be received by the City prior to the releasing of the plat for recording.
10. The applicant shall provide the plat and all required information to the City within ninety (90) days after the date of the City Council approval, otherwise the approval of the final plat shall be considered void. An extension to the ninety (90) day limit may be granted at the discretion of the City Council in response to a written request from the applicant. The applicant shall record the final plat with the County Recorder within 30 days after the date the plat is signed by the City Administrator-Clerk and the Mayor.

**D. Recommendation to City Council**

MOTION by Harff, seconded by Modrow to recommend the Council investigate the drainage in this area associated with Pioneer Trail and the culvert, and establish a plan to rectify any deficiency that is City responsibility.

**6. Adjourn**

MOTION by Modrow, seconded by Daluge to adjourn. All voted in favor. Motion carried 4-0.

---

Chair Sally Daluge

---

Attest: Margaret Webb, Assistant to the City Administrator

**CITY OF GREENFIELD  
RESOLUTION NO. 16-34**

**RESOLUTION APPROVING THE PRELIMINARY AND FINAL PLAT  
FOR JUBERT HILLS**

**WHEREAS**, the applicant, Dave Jubert (representing Kenneth H. Jubert, Kathleen R. Vashro, and Diane B. Rouillard who with Dave Jubert jointly own the subject property), has requested preliminary and final plat approval for the property on Pioneer Trail legally described as the North Half of the Southeast Quarter of Section 25, Township 119, Range 24, Hennepin County, Minnesota; and,

**WHEREAS**, the requested application is to allow for the platting of a 20.3 acre parcel into two lots as follows: Lot 1 Block 1 JUBERT HILLS (9.77 acres) and Lot 2 Block 1 JUBERT HILLS (9.76 acres) with the remaining area dedicated to the City of Greenfield as right-of-way for Pioneer Trail; and

**WHEREAS**, the final plat is in conformance with the required conditions of the City of Greenfield, MN subdivision code.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Greenfield does hereby approve the preliminary and final plat for Jubert Hills with the following conditions:

1. Prior to issuing any building permits for Lot 2, plans for grading, drainage, and erosion control shall be submitted and reviewed by City Staff.
2. Within one year of approval of the final plat wetland buffers shall be planted consistent with buffer recommendations as established by the Pioneer Sarah Creek WMO watershed plan.
3. All Individual Sewage Treatment Systems constructed on greater than 12% slopes and trench systems constructed on greater than 18% slopes shall be treated as other systems and shall be subject to review and approval by the Wastewater Commission.
4. Park dedication shall be paid in cash for the two new lots as per the City of Greenfield's current fee structure prior to release of the final plat for recording.
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6. Right-of-way for Pioneer Trail shall be properly dedicated to the City of Greenfield.
7. The Hennepin County Environmental Health Department shall approve the location of the septic sites for the subdivision.

8. The Pioneer Sarah Creek Watershed shall approve the wetland delineation prior to issuance of any building permits.
9. All fees and financial obligations shall be received by the City prior to the releasing of the plat for recording.
10. The applicant shall provide the plat and all required information to the City within ninety (90) days after the date of the City Council approval, otherwise the approval of the final plat shall be considered void. An extension to the ninety (90) day limit may be granted at the discretion of the City Council in response to a written request from the applicant. The applicant shall record the final plat with the County Recorder within 30 days after the date the plat is signed by the City Administrator-Clerk and the Mayor.

Adopted by the Greenfield City Council on October 18, 2016.

\_\_\_\_\_  
Mayor Brad Johnson

\_\_\_\_\_  
Attest: Bonnie Ritter, City Administrator-Clerk

**City of Greenfield  
City Council Meeting**

**October 18, 2016**

**TO:** Honorable Mayor and Councilors  
**FROM:** City Administrator Bonnie Ritter  
**SUBJECT:** Discussion on usage of unimproved portion of Xenia Street  
within the City right-of-way

---

Mayor and Council:

The City responded to a complaint of use of the unimproved portion of the ROW on the east end of Xenia Street. The City validated this complaint and found unauthorized markers placed within the ROW. The City had the ROW location surveyed, marked, and signage placed stating no access, and the unauthorized markers were removed. The City sign and markers were subsequently removed and the alleged violator stated he removed the City signs and will continue to use this unimproved portion of the ROW. This item was placed on the agenda in response to public comment made by Mr. Jankowski at the September 20<sup>th</sup> meeting.

City Attorney John Thames will be present at the meeting to contribute to the discussion and advise the Council.



FILED 10691 06201

30

21 JUN 97 8:02

06750778 Doc

27 JUN 97 8:02 D6750778 Doc

# ADDITION

C. R. DOC. NO. 675077

\* Wording from recorded plat \*  
↓

KNOW ALL PERSONS BY THESE PRESENTS: That Leslie P. Lilly and Mary J. Lilly, husband and wife, fee owners, and Dakota Bank, a banking association under the laws of the State of Minnesota, mortgagees of the following described property situated in the County of Hennepin, State of Minnesota, to wit:

Lot 8, Block 1, PIONEER HILL,

Have caused the same to be surveyed and platted as PIONEER HILL SECOND ADDITION, and do hereby donate and dedicate to the public for public use forever the Street, Court, drainage and utility easements and drainage easements as shown on the plat in witness whereof said Leslie P. Lilly and Mary J. Lilly, husband and wife, have hereunto set their hands this 17<sup>th</sup> day of JUNE, 1997, and said Dakota Bank, a banking association under the laws of the State of Minnesota, has caused these presents to be signed by its proper officer this 17<sup>th</sup> day of JUNE, 1997.

LESLIE P. LILLY Leslie P. Lilly MARY J. LILLY Mary J. Lilly  
DAKOTA BANK, a banking association under the laws of the State of Minnesota

By Leslie P. Lilly its President

STATE OF MINNESOTA)

COUNTY OF ~~HENNEPIN~~ The foregoing instrument was acknowledged before me this 17<sup>th</sup> day of June, 1997  
by Leslie P. Lilly and Mary J. Lilly, husband and wife.

Jeanne Jankowski  
Notary Public, Hennepin County, Minnesota  
My commission expires 1-31-00



STATE OF MINNESOTA)

COUNTY OF DAKOTA The foregoing instrument was acknowledged before me this 17<sup>th</sup> day of JUNE, 1997  
by Tom J. Suda its President, of Dakota Bank, a banking association under the laws of the State of Minnesota, on behalf of said association.

**160.2715 RIGHT-OF-WAY USE; MISDEMEANORS.**

(a) Except for the actions of the road authorities, their agents, employees, contractors, and utilities in carrying out their duties imposed by law or contract, and except as herein provided, it shall be unlawful to:

- (1) obstruct any highway or deposit snow or ice thereon;
  - (2) plow or perform any other detrimental operation within the road right-of-way except in the preparation of the land for planting permanent vegetative cover or as authorized under section 160.232;
  - (3) erect a fence on the right-of-way of a trunk highway, county state-aid highway, county highway, or town road, except to erect a lane fence to the ends of a livestock pass;
  - (4) erect or reconstruct driveway headwalls in or on the right-of-way of a highway or road, except as may be allowed by permit from the road authority imposing reasonable regulations as are necessary to prevent interference with the construction, maintenance, and safe use of the highway or road and its appurtenances;
  - (5) dig any holes in any highway, except to locate markers placed to identify sectional corner positions and private boundary corners;
  - (6) remove any earth, gravel, or rock from any highway;
  - (7) obstruct any ditch draining any highway or drain any noisome materials into any ditch;
  - (8) place or maintain any building or structure within the limits of any highway;
  - (9) place or maintain any advertisement within the limits of any highway, except as provided in section 160.27, subdivision 7;
  - (10) paint, print, place, or affix any advertisement or any object within the limits of any highway, except as provided in section 160.27, subdivision 7;
  - (11) deface, mar, damage, or tamper with any structure, work, material, equipment, tools, signs, markers, signals, paving, guardrails, drains, or any other highway appurtenance on or along any highway;
  - (12) remove, injure, displace, or destroy right-of-way markers, or reference or witness monuments, or markers placed to preserve section or quarter-section corners;
  - (13) improperly place or fail to place warning signs and detour signs as provided by law;
  - (14) drive over, through, or around any barricade, fence, or obstruction erected for the purpose of preventing traffic from passing over a portion of a highway closed to public travel or to remove, deface, or damage any such barricade, fence, or obstruction.
- (b) Any violation of this section is a misdemeanor.

**History:** 1959 c 500 art 1 s 27; 1973 c 123 art 5 s 7; 1980 c 435 s 1; 1980 c 533 s 2; 1986 c 398 art 27 s 2; 1986 c 435 s 1; 1989 c 179 s 2; 1995 c 23 s 1; 1998 c 283 s 1; 2004 c 295 art 2 s 15



CONNECTEXPLORER



map: Auto 04/16/2015 (2015) image 1 of 9

Picture from 4-16-2015

CONNECTEXPLORER



map: Auto 04/16/2015 (2015) image 3 of 4

Picture from 4-16-15

CONNECTEXPLORER



map: Auto 04/17/2006 (2006) image 2 of 5

Picture from 4-17-2006

CONNECTEXPLORER



map: Auto 03/20/2015 - 05/04/2015 (AccuPlus) (2016)

2016

OCT. 14, 2016

page 1.

CITY OF GREENFIELD  
7738 COMMERCE CIRCLE  
GREENFIELD MINN 55313

RE: STORM WATER DRAINAGE ASSESSMENT

- to: city clerk, Mayor & council
- This letter serves as my objection to the proposed tax assessment of \$345 per year letter of 9/29/16 since I cannot attend hearing of the 10/18 re: the 2017 tax roll.
  - my objection is related to the proposed storm water drainage fee of \$305.62 for contributing parcel of 40-100 Acre category, as I had presented to the council @ 2 meetings MINN Statute 444.075 SUBD 3b allows for reasonable adjustment of
    - 1) area of storm water runoff
    - 2) classification of type of land
    - 3) quality of runoff

PP 2 CONT.

RECEIVED OCT 17 2016

page 2

Based on those criteria my property would qualify for an adjustment.

- on the advice from the attorney general and the state auditor I have met with the council to negotiate a fair resolution and proposed and agreed to a fee based on the 20 to 40 acre category, the city engineer had calculated 40.4 acre basis for runoff, I calculated 23.8 ac basis. (see copies attached.) These are based on a profession calculation using topographic maps and could have a small margin of error.
- I also feel my farm qualifies for a reduction due to type of land and quality of runoff. I have no impervious surfaces other than buildings and since I will no longer cultivate (22 ac.) which means my total acreage will have permanent vegetation (prairie, trees and wetland established under CRP programs as well as natural)

TPS CONT.

Page 3

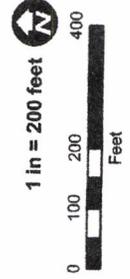
- While I feel that the storm drainage should be based only on my 10 acre home site and the balance of acreage does not contribute to any city drainage cost, I think a fair resolution to assessed fee should be based on 3 REFS @ 4221 or \$126,81 which is still more than any increase in my city tax caused by the proposed budget related to storm water drainage
- I don't feel this needs to be settled in District Court; I was advised by Hennepin City legal aid that I can represent myself at the court and would hope the council agrees with us to change the assessment as proposed, as a fair resolution

Respectfully Submitted:

  
DELANO D. ERICKSON  
8605 VERNON STREET  
GREENFIELD, MN 55373



SOURCE: MN DNR, USDA, ESRI, TIGER, Hennepin Co., Anderson Engineering



8605 Vernon Street  
Greenfield, Hennepin County, MN  
PID: 053-161792430001

**LIDAR TOPOGRAPHY - FIGURE 2**

AE Comm.# TBD Date: 2/28/2016 By: JLA

**PROJECT LOCATION**



Hennepin County  
State of Minnesota  
City of Greenfield  
Hennepin County, MN

**ANDERSON ENGINEERING**  
ENGINEERING • ARCHITECTURE • LAND SURVEYING  
ENVIRONMENTAL SERVICES • LANDSCAPE ARCHITECTURE

Anderson Engineering of Minnesota, LLC  
13605 1st Avenue North  
Suite 100  
Plymouth, MN 55441  
763-412-4000 (o) 763-412-4090 (f)  
www.ae-mn.com

*D. Guckerson of  
CALCULATION OF AREA OF  
DRAINAGE BASIN OF  
A TRAPEZOIDAL  
DRAINAGE BASIN*

ADDITIONAL AREAS WHICH DO NOT RUNOFF FROM



AREA 4  
4.75  
ACRES

AREA 3  
5.53  
ACRES

AREA 1  
35.60  
ACRES

AREA 5  
16.91  
ACRES

AREA 2  
11.09  
ACRES

AREA 6  
4.80  
ACRES



**Hakanson Anderson**  
Civil Engineers and Land Surveyors  
3601  
763-427-8880 FAX 763-427-0626  
www.hakanson-anderson.com



DELL ERICKSON PARCEL

SUB-DRAINAGE AREAS

GREENFIELD, MN

FIGURE 1

05/2011

## Bonnie Ritter

---

**From:** Ron Wagner <RonW@HAA-inc.com>  
**Sent:** Monday, October 17, 2016 1:10 PM  
**To:** Bonnie Ritter  
**Subject:** RE: Del Erickson

Bonnie

Del Erickson called me on Friday and left a message. I did not return the phone call as I was not authorized to do so by either you nor the council.

On his letter that you sent me this morning, I have the following comments:

- 1) My opinion was and is, even after I visited his property before a council meeting, the entire property except Area 2 eventually runs off site. This would be 66.28 acres on his drawing and 67.59 acres on mine. Several other Areas (7, 3, 4, 5 and 6 on my map) have shallow depressions or wetlands that may contain most smaller rain or runoff events but during larger events or seasonal prolonged wet periods will eventually overflow and continue off site.
- 2) Mr. Erickson is correct that his use of the property is very low impact when it comes to storm water runoff. The problem I envision is the tracking of use changes by the current or any subsequent land owner that could occur at any time. The property owner could make those changes without notice to the City.
- 3) Properties were categorized per type of use and size. This was to keep the process manageable and still as equitable as possible. Each property is of course unique but to determine each individual properties exact impervious area and maintain a data base for any future changes would negate any gains from the fee.

If the council wishes to make an adjustment for fees for any property, they have the ability to do that but they must weigh those changes against setting foreseen or unforeseen precedences.

Ron



Ronald J. Wagner, Greenfield City Engineer  
3601 Thurston Avenue  
Anoka, MN 55303  
Phone: 763-427-5860  
Direct: 763-852-0478  
Cell: 612-919-9657

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**From:** Bonnie Ritter [mailto:[britter@ci.greenfield.mn.us](mailto:britter@ci.greenfield.mn.us)]  
**Sent:** Monday, October 17, 2016 9:40 AM  
**To:** Ron Wagner  
**Subject:** Del Erickson

Ron,  
The attached was received today from Del Erickson. His stormwater fee is being certified to his taxes because of non-payment and he is objecting. Do you have a response/agree with what he's saying – or dispute what he's saying. His letter will be read at the public hearing on Tuesday and I'm sure I'll be asked for your response. He called me Friday, and

his bottom line is he thinks he should be charged for 40 acres (he agrees with 40.4 and thinks it should be rounded down) instead of the 40-100 category.

FYI – the Stormwater committee (Cook and Holten) are going to meet and make recommendation to the Council regarding possible changes to the stormwater fee categories. I think this suggestion will be to further break down the categories. I.e., instead of the present categories of: 10-20, 20-40, 40-100 and 100+, have 10-20, 20-40, 40-60, 60-80, 80-100, and 100+.

Thanks much.

Bonnie Ritter  
City Administrator  
City of Greenfield  
7738 Commerce Circle  
Greenfield, MN 55373  
763-477-6464

**From:** inmail  
**Sent:** Monday, October 17, 2016 9:02 AM  
**To:** Bonnie Ritter <[britter@ci.greenfield.mn.us](mailto:britter@ci.greenfield.mn.us)>  
**Subject:** Message from KMBT\_C224

10-13-2016

RECEIVED OCT 17 2016  
RECEIVED OCT 17 2016

City of Greenfield  
City Council

We will be unable to attend the meeting on Oct 18, 2016; therefore, we are submitting this letter.

We do not understand why we are being assessed for something regarding very specific areas in the City of Greenfield. We live in the northeast corner of the city and will probably never benefit from any of these services.

Our storm water system consists of many feet of field tile. Is the City going to maintain and repair our system? Is that included in the assessment?

We definitely feel that this is a very unfair assessment.

Alvin H Bursch  
Gayle F. Bursch