

**CITY OF PLYMOUTH
AGENDA
Regular City Council
Council Chambers
3400 Plymouth Boulevard, Plymouth, MN
June 24, 2025, 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 three minutes is allotted per individual with a total of 15 minutes 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** Comments from State Representative Ginny Klevorn
 - 4.2** Announce Music in Plymouth (MIP) 5K on June 28 and MIP Event on July 2
 - 4.3** Proclamation recognizing LGBTQ+ Pride Month
 1. Proclamation
 - 4.4** Present Annual Financial Overview
 1. Presentation-Tabled to July 22
- 5. APPROVE AGENDA** - Council members 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 council member or individual so requests, in which event the item will be removed from the consent agenda and placed elsewhere on the agenda.
 - 6.1** Adopt proposed minutes
 1. June 10 Special
 2. June 10 Regular
 - 6.2** Approve disbursements
 1. Invoice Expense Distribution
 2. City Council Resolution 2025-169
 - 6.3** Approve site plan amendment for expansion of Latuff's Pizzeria, 10820

Highway 55 (Tushie Montgomery Architects - 2025027)

1. Planning Commission Report
2. Minutes
3. Location Map
4. Project Narrative
5. Expansion Plans
6. City Council Resolution 2025-170

6.4 Approve conditional use permit for Philip Tryke to allow an attached garage that would exceed 1,000 square feet in floor area for property located at 2730 Sycamore Lane (Philip Tryke - 2025034)

1. Planning Commission Report
2. Minutes
3. Location Map
4. Conditional Use Permit Standards
5. House Photo
6. Site Plan
7. Exterior Elevations
8. Floor and Roof Plan
9. City Council Resolution 2025-171

6.5 Approve contract with Wayzata School District 284 for School Resource Officer services

1. Contract
2. City Council Resolution 2025-172

6.6 Adopt amended resolutions authorizing reimbursement from tax exempt bonds and/or TIF through interfund loans for Station 73

1. City Council Resolution 2025-173
2. City Council Resolution 2025-174

6.7 Accept grant with the U.S. Environmental Protection Agency for the Zachary Water Treatment Plant Enhancements Project (WA230001)

1. Grant Agreement
2. City Council Resolution 2025-175

6.8 Award contract for roof replacement Section A at city hall

1. Bid Tabulation
2. Recommendation for Award
3. City Council Resolution 2025-176

6.9 Approve variances to allow a detached garage that would exceed 700 square feet in floor area in the front yard for property located at 13522 Sunset Trail (Homeward Bound - 2025035)

1. Planning Commission Report
2. Minutes
3. Location Map

4. Site Plans
 5. City Council Resolution 2025-177
- 6.10** Approve animal impound fee update to city code
1. City Council Ordinance 2025-07
 2. City Council Resolution 2025-178
- 6.11** Approve a Final Plat and Development Contract for "Sunset Bluff" located within the Wayzata School District (2025033 -- Ron Clark Construction)
1. Final Plat
 2. Narrative
 3. Aerial Map
 4. Site Plan
 5. Development Contract
 6. Preliminary Plat
 7. City Council Resolution 2025-179
- 6.12** Approve site plan amendment and variance for outdoor storage areas and loading ramp at 13135 County Road 6 (White Cap - 2025015)
1. Planning Commission Report
 2. Minutes
 3. Location Map
 4. Variance Standards Responses
 5. Building Elevations
 6. Site and Floor Plans
 7. City Council Resolution 2025-180
- 6.13** Approve final closeout for the 19th and Dunkirk Pond Improvement Project (WR190001)
1. Project Map
 2. Payment No. 3 and Final
 3. City Council Resolution 2025-181
- 6.14** Approve refurbishment of Oshkosh Tactical Protector Vehicle for Police
1. Invoice
 2. City Council Resolution 2025-182
- 6.15** Approve participation in the Minnesota State Auditor's Office Performance Measurement Program
1. Report on Performance Measures
 2. City Council Resolution 2025-183
- 6.16** Approve resolution authorizing assignment of TIF Note for Boulevard Phase 1 project
1. Memo
 2. Assignment Agreement
 3. City Council Resolution 2025-184

- 6.17** Award contract for Lancaster Lift Station Rehabilitation and Electrical Renovation Project (SS250001)
 - 1. Letter of Recommendation & Bid Tabulation
 - 2. City Council Resolution 2025-185

7. PUBLIC HEARINGS

- 7.1** Accept 2024 Annual Comprehensive Financial Report (Aaron Nielson, LB Carlson)
 - 1. 2024 ACFR
 - 2. 2024 Corrective Action Plan
 - 3. 2024 Management Report
 - 4. 2024 Special Purpose Audit Report
 - 5. Auditor presentation
 - 6. City Council Resolution 2025-186

8. GENERAL BUSINESS

- 8.1** Approve staff recommendation to participate in Met Council housing nexus study
 - 1. Met Council Email Excerpt
 - 2. Bloomington Housing Unit Production 2021 - 2030
 - 3. City Council Resolution 2025-187
- 8.2** Approve appointments to the Housing and Redevelopment Authority and Destination Marketing Organization Advisory Board
 - 1. Resolution
 - 2. City Council Resolution 2025-188

9. REPORTS AND STAFF RECOMMENDATIONS

10. ADJOURNMENT



To: Dave Callister, City Manager

Prepared by: Maria Solano, Deputy City Manager

Reviewed by:

Item: Comments from State Representative Ginny Klevorn

1. Action Requested:

Not applicable.

2. Background:

Not applicable.

3. Budget Impact:

Not applicable.

4. Attachments:

To: Dave Callister, City Manager

Prepared by: Kari Hemp, Recreation Manager

Reviewed by: Jennifer Tomlinson, Parks and Recreation Director

Item: **Announce Music in Plymouth (MIP) 5K on June 28 and MIP Event on July 2**

1. Action Requested:

Barbara and Mele Willis from the Plymouth Civic League will announce this year's Music in Plymouth events.

2. Background:

N/A

3. Budget Impact:

N/A

4. Attachments:

To: Dave Callister, City Manager

Prepared by: Maria Solano, Deputy City Manager

Reviewed by:

Item: **Proclamation recognizing LGBTQ+ Pride Month**

1. Action Requested:

Proclamation recognizing LGBTQ+ Pride Month.

2. Background:

The Plymouth City Council may issue proclamations at city council meetings to highlight major local, national or international events that are culturally or historically significant. At the June 10 study session, council requested a proclamation be issued celebrating the month of June as Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Pride Month.

3. Budget Impact:

N/A

4. Attachments:

1. Proclamation



PROCLAMATION

WHEREAS, the month of June is celebrated as Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Pride Month, commemorating the historic 1969 Stonewall Riots in New York City and the first Pride march in New York in June 1970; and

WHEREAS, Pride Month brings awareness to historic and present day discrimination, harassment, and violence toward Individuals who identify as LGBTQ+; and

WHEREAS, the Plymouth City Council may issue proclamations at city council meetings to highlight major local, national or international events that are culturally or historically significant; and

WHEREAS, all people deserve to live with dignity and respect, free from fear and violence, and protected against discrimination, regardless of their gender identity or sexual orientation; and

WHEREAS, LGBTQ+ people have made, and continue to make, great and lasting contributions to the City of Plymouth and the greater community; and

WHEREAS, the City of Plymouth is committed to being inclusive and welcoming of all individuals along the full spectrum of gender identity and sexual orientation and recognizes that we are a diverse community.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Plymouth City Council proclaims June 2025 as

LGBTQ+ Pride Month

in the City of Plymouth and encourage all residents to join us in celebrating the LGBTQ+ community, as well as offer support to individuals and families.



To: Dave Callister, City Manager

Prepared by: Andrea Rich, Finance Director

Reviewed by: Maria Solano, Deputy City Manager

Item: **Present Annual Financial Overview**

1. Action Requested:

Receive annual financial overview.

2. Background:

N/A

3. Budget Impact:

N/A

4. Attachments:

1. Presentation-Tabled to July 22



2025 **FINANCIAL OVERVIEW**

City of Plymouth 2025 Financial Overview

Prepared by: Finance Department | Deputy City Manager | City Manager

Financial Overview Focus Areas

Local Budget & Taxes

Looking Forward

Local Economy

Debt

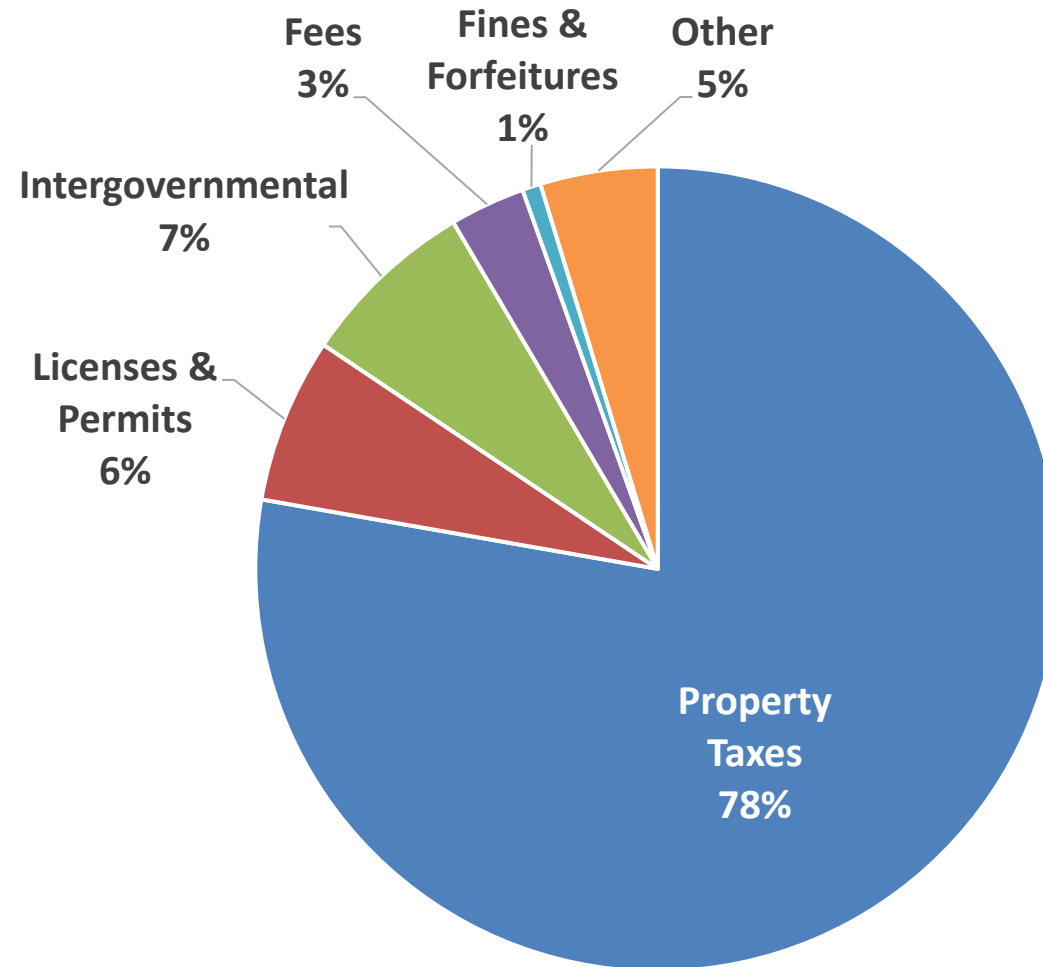
Other Comparisons



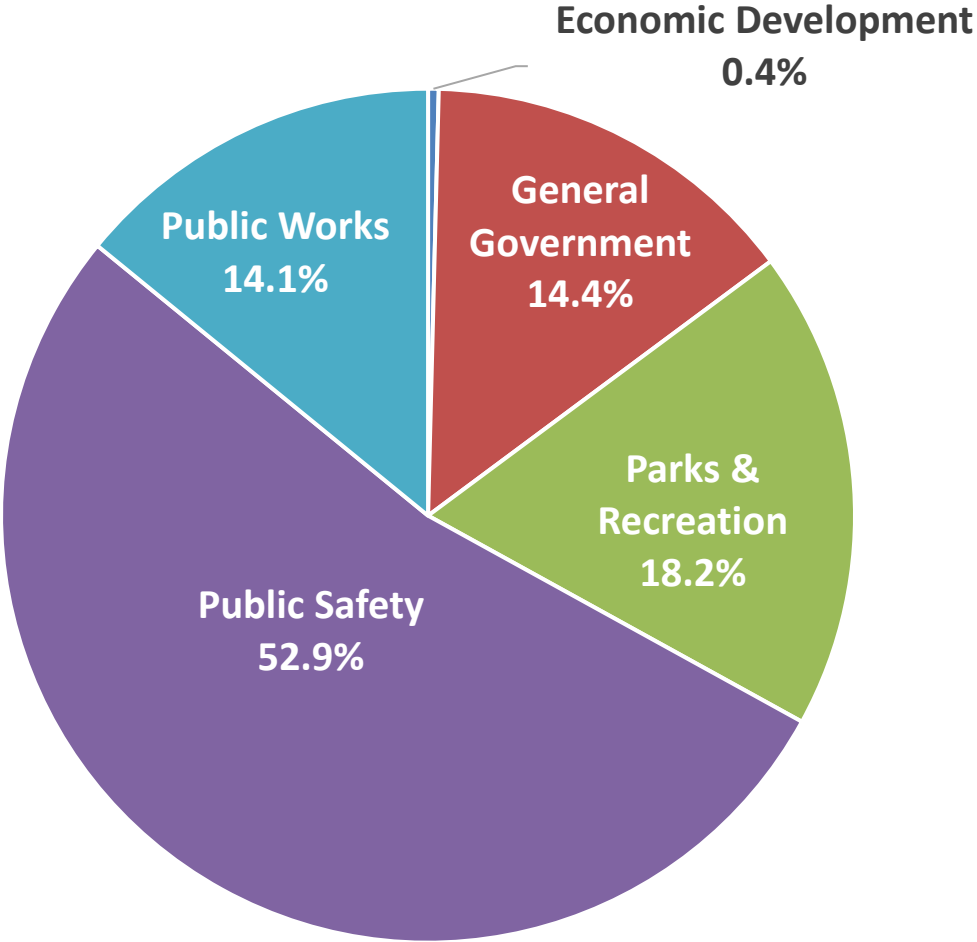
2025 FINANCIAL OVERVIEW



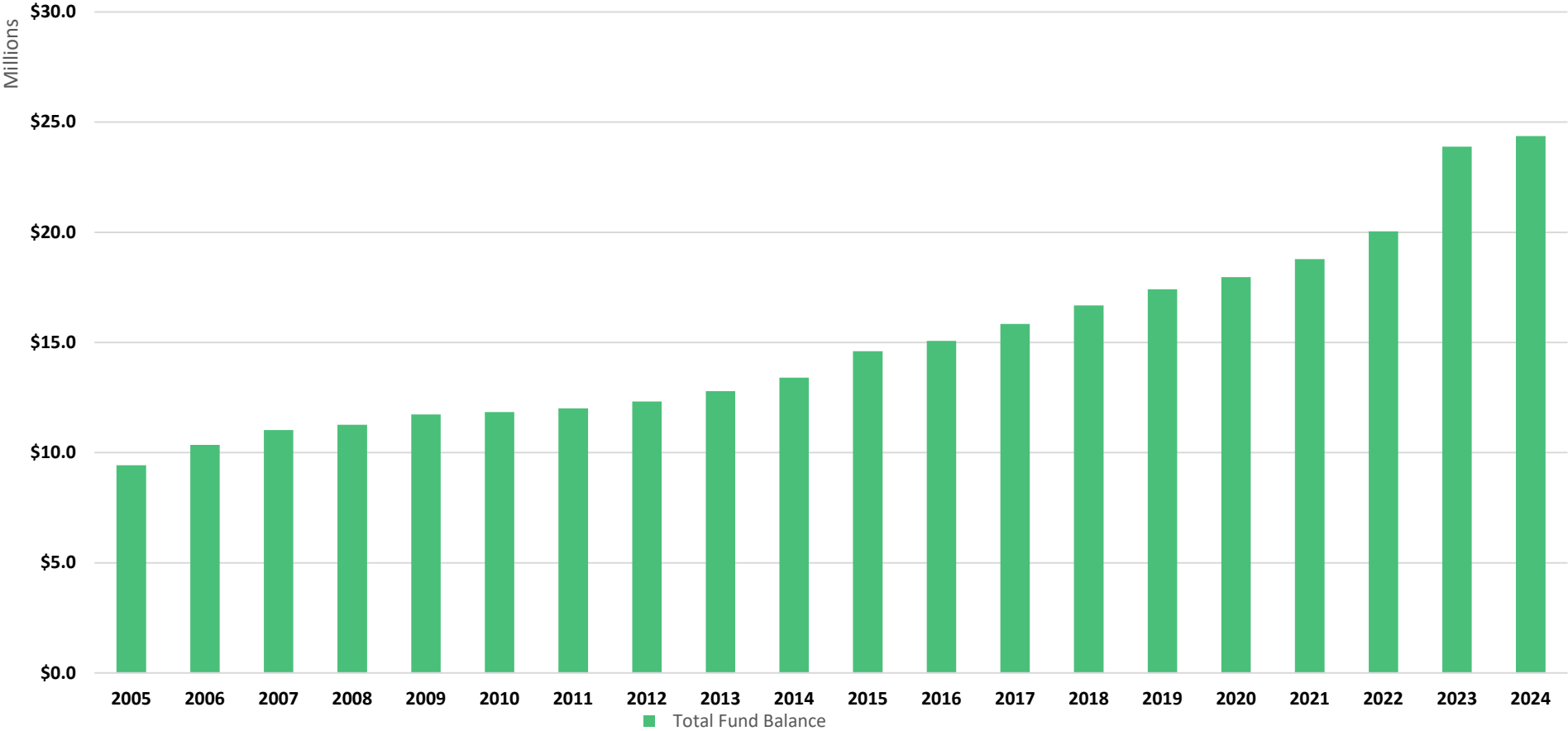
General Fund Revenues – 2025 Budget



General Fund Expenditures – 2025 Budget



City of Plymouth
General Fund Balance History



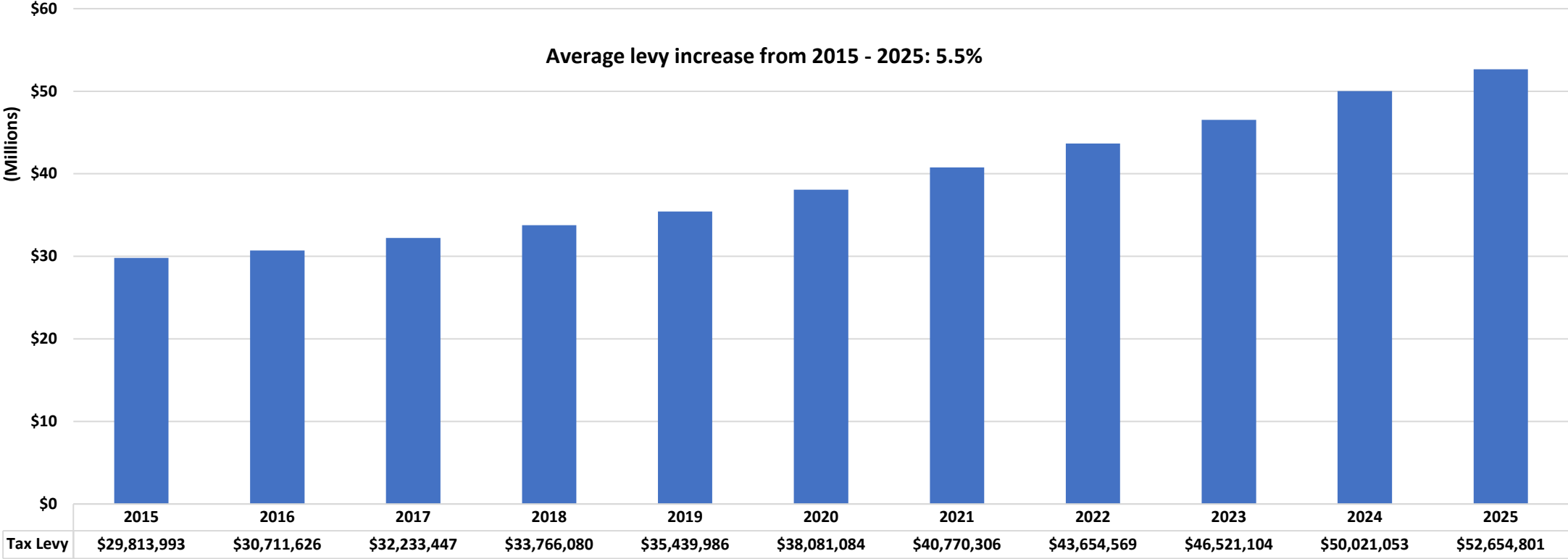
City of Plymouth policy requires 40% fund balance of the following year's budgeted expenditures.



2025 FINANCIAL OVERVIEW



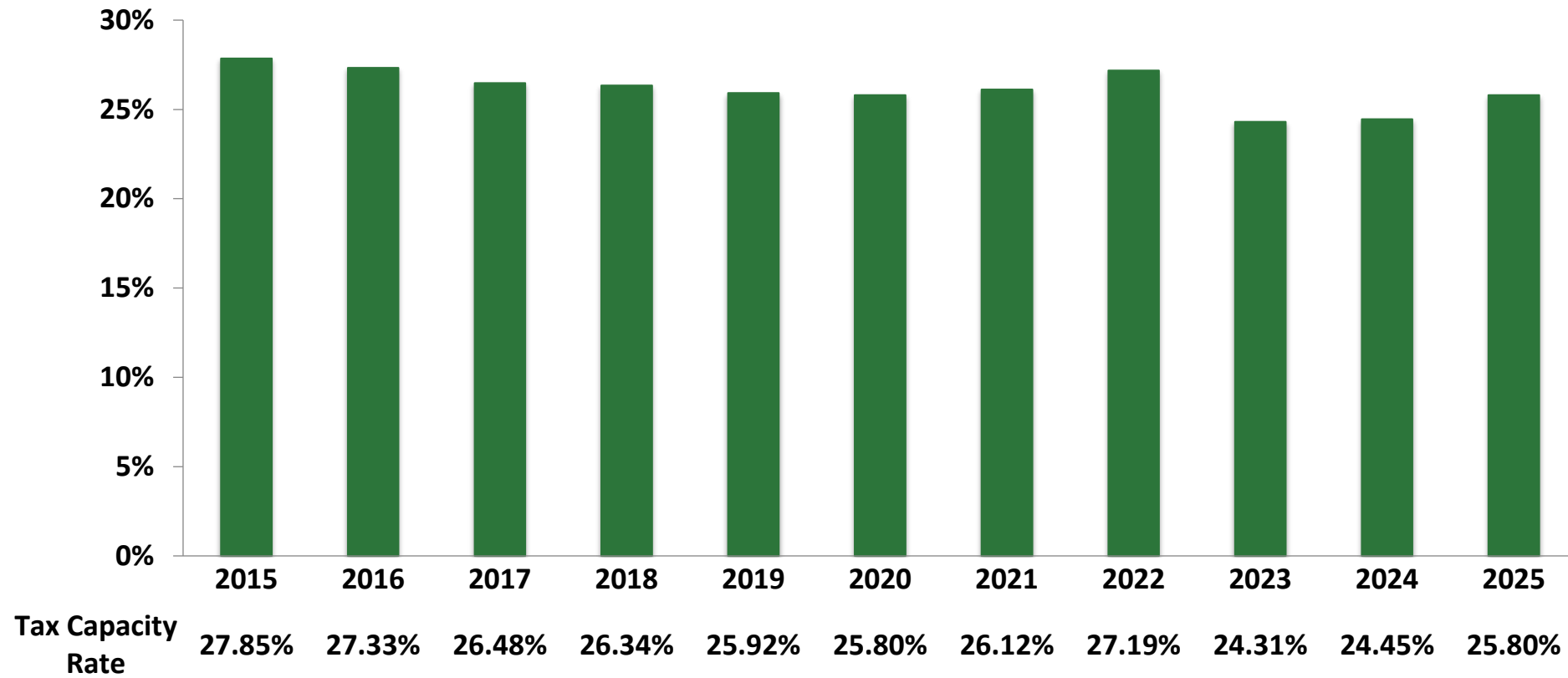
City of Plymouth
Tax Levy History
2015-2024



Includes operating, debt, and special levies; Excludes HRA levy



City of Plymouth Tax Rate History 2015-2024



Average Tax Rate from 2015 - 2025 = 26.14%



2025 FINANCIAL OVERVIEW



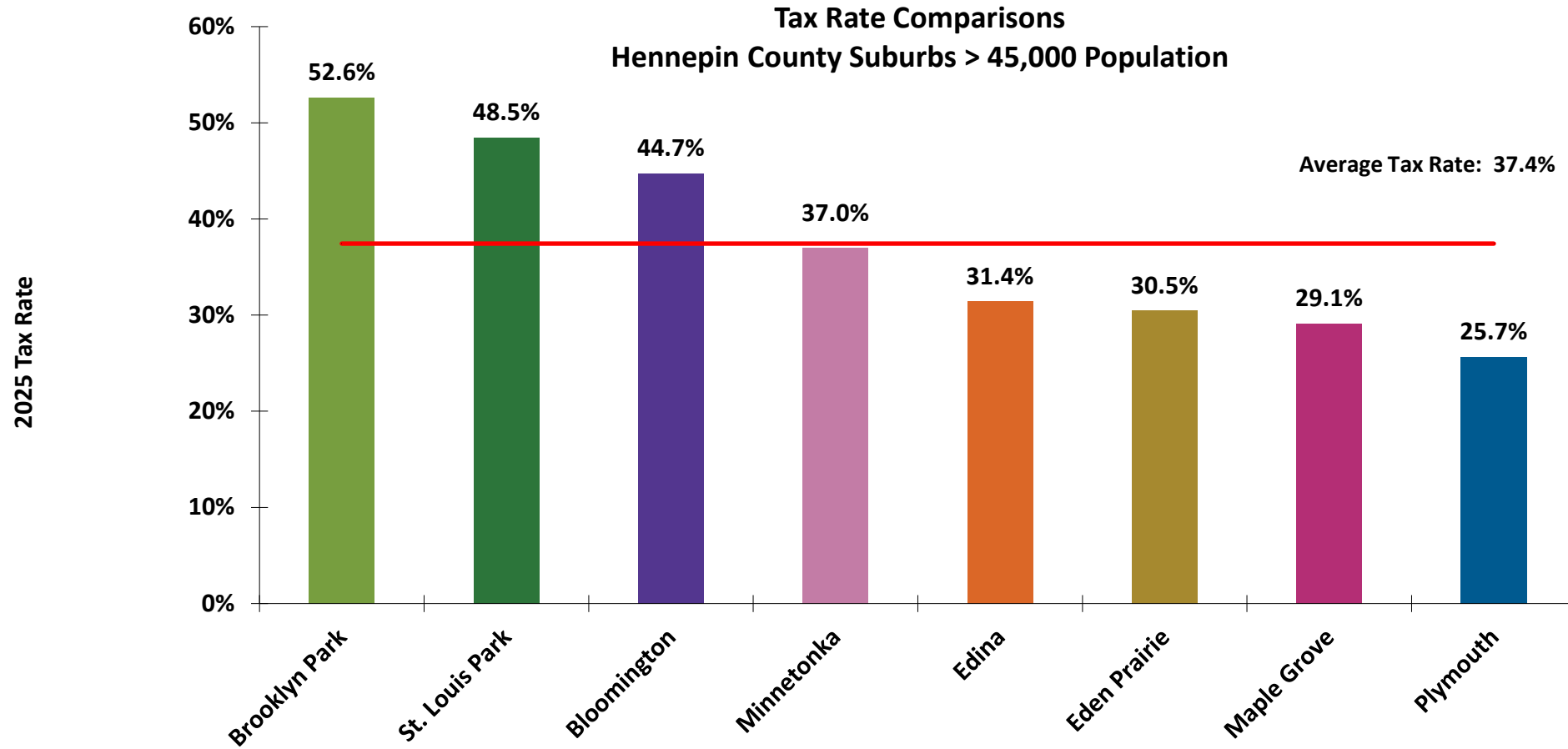
Hennepin County Suburbs > 45,000 Population	2025 Tax Rate	City Taxes on \$481k Homestead	City Taxes on \$5M Business
Brooklyn Park	52.64%	2,515	52,248
St. Louis Park	48.46%	2,315	48,094
Bloomington	44.75%	2,138	44,412
Minnetonka	36.96%	1,766	36,680
Edina	31.42%	1,501	31,181
Eden Prairie	30.47%	1,456	30,241
Maple Grove	29.10%	1,390	28,884
Plymouth	25.69%	1,227	25,493
Average	37.44%	1,788	37,154
Difference Plymouth to Average		\$ (561)	\$ (11,661)
Difference Plymouth to Highest		\$ (1,288)	\$ (26,755)

Source: Hennepin County



2025 FINANCIAL OVERVIEW



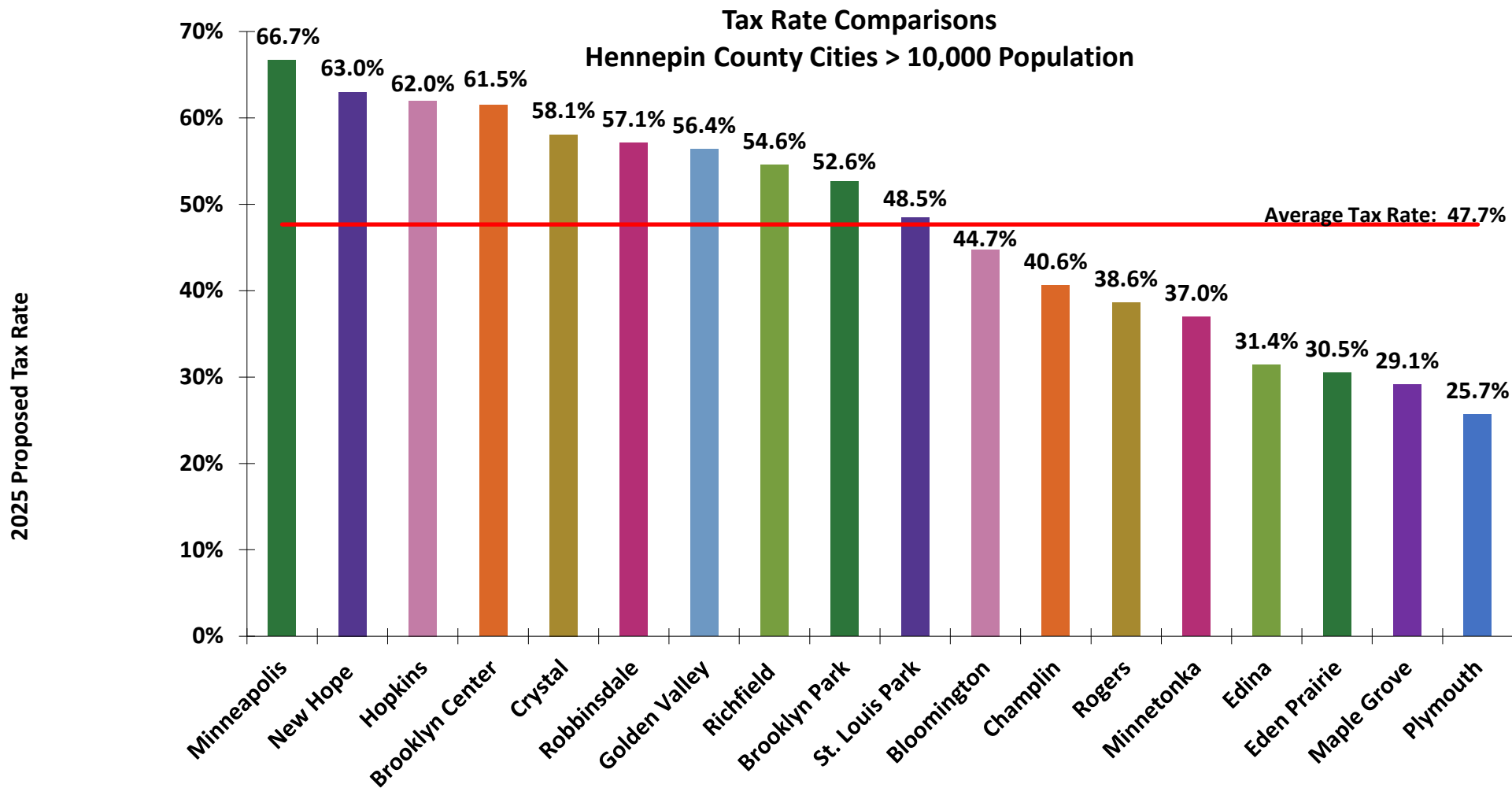


Source: Hennepin County



2025 FINANCIAL OVERVIEW





Source: Hennepin County

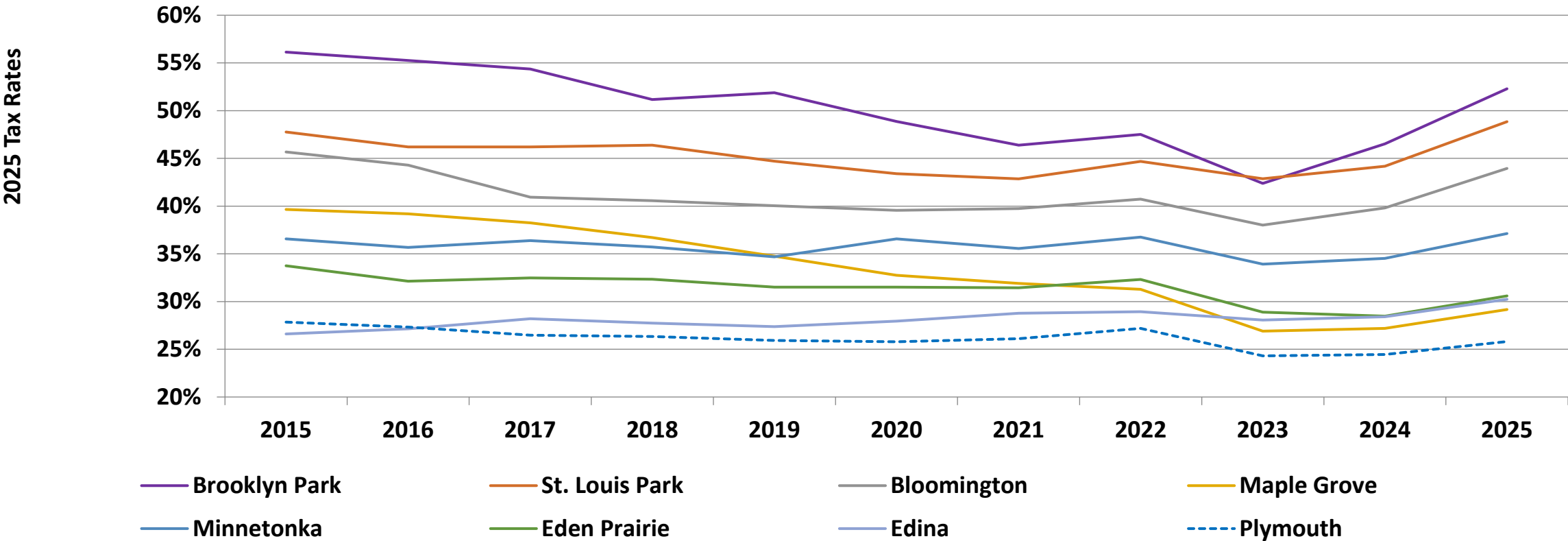


2025 FINANCIAL OVERVIEW



Tax Rate History

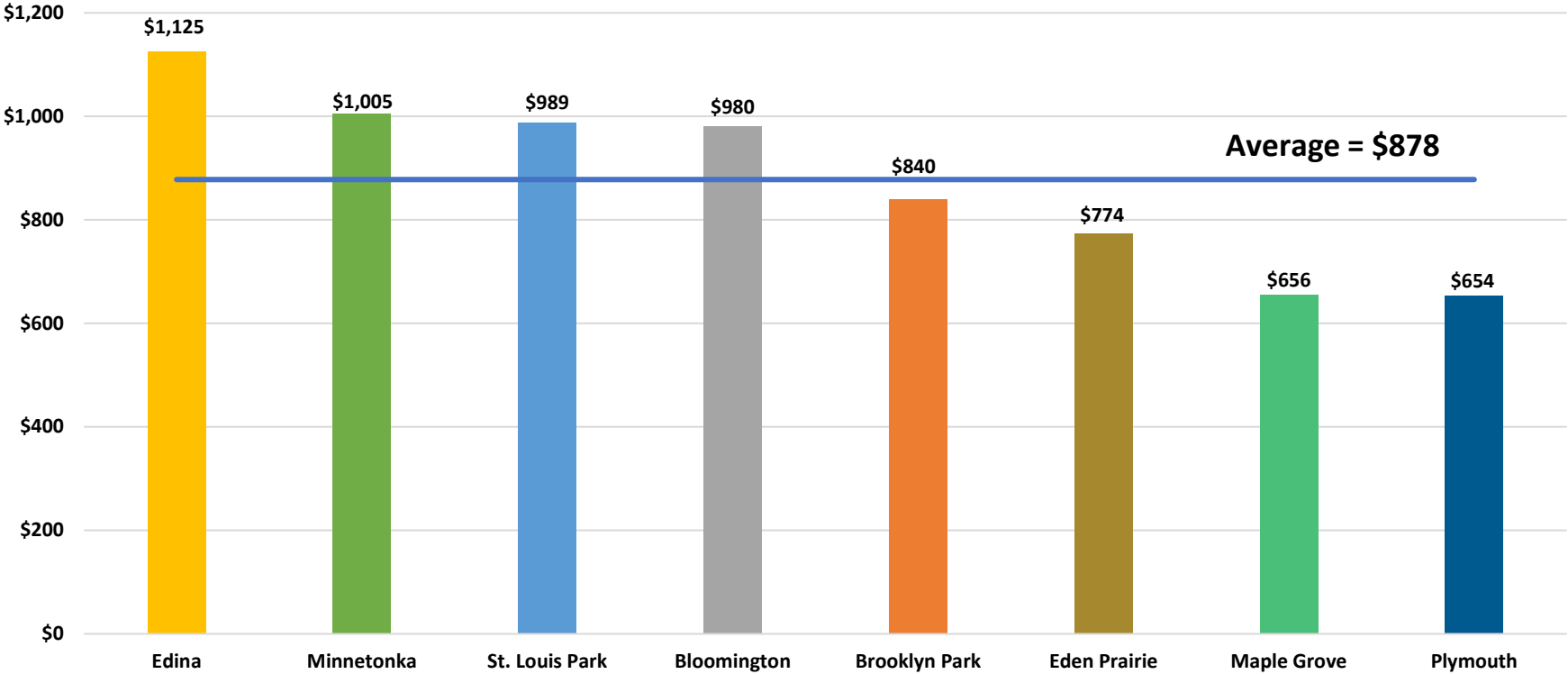
Hennepin County Suburbs > 45,000 Population



Source: Hennepin County



Levy Per Capita
Hennepin County Suburbs > 45,000 Population

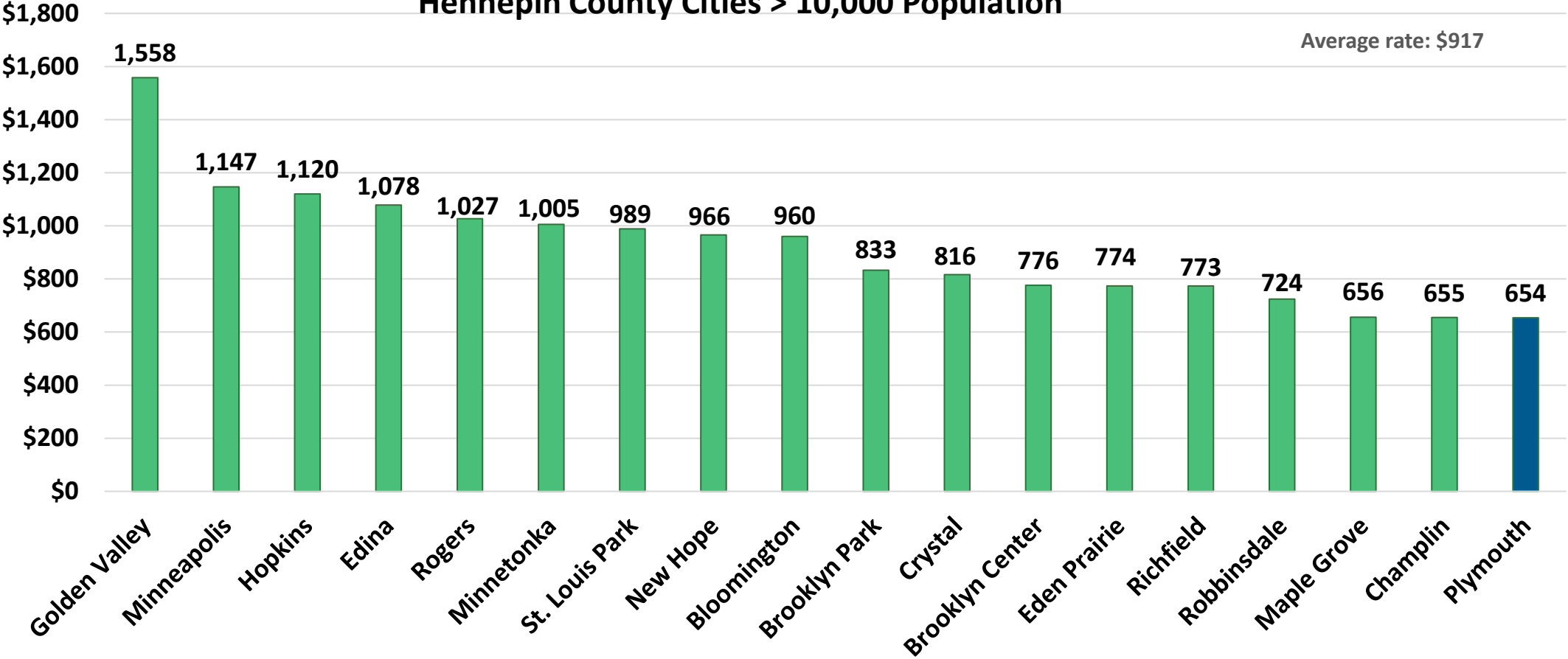


Sources: Hennepin County for Levy, Met Council for 2023 estimated population

2025 FINANCIAL OVERVIEW



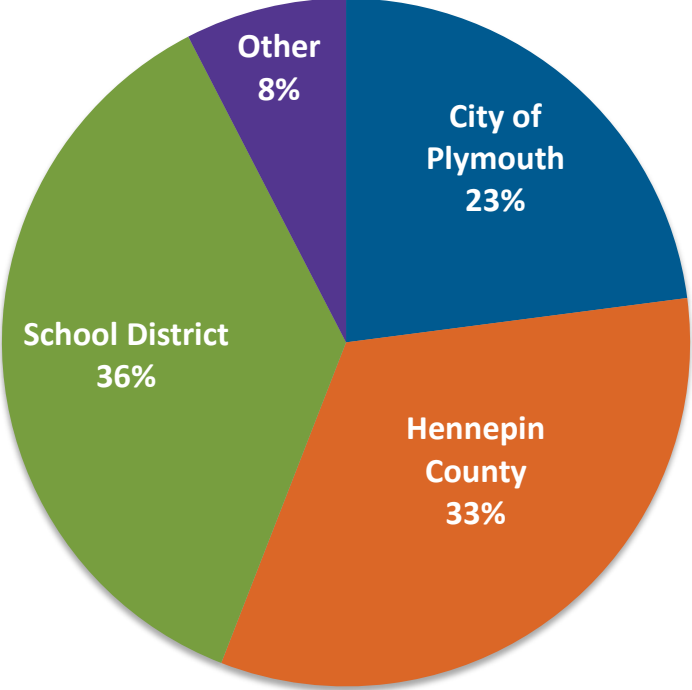
2025 Levy Per Capita Comparison
Hennepin County Cities > 10,000 Population



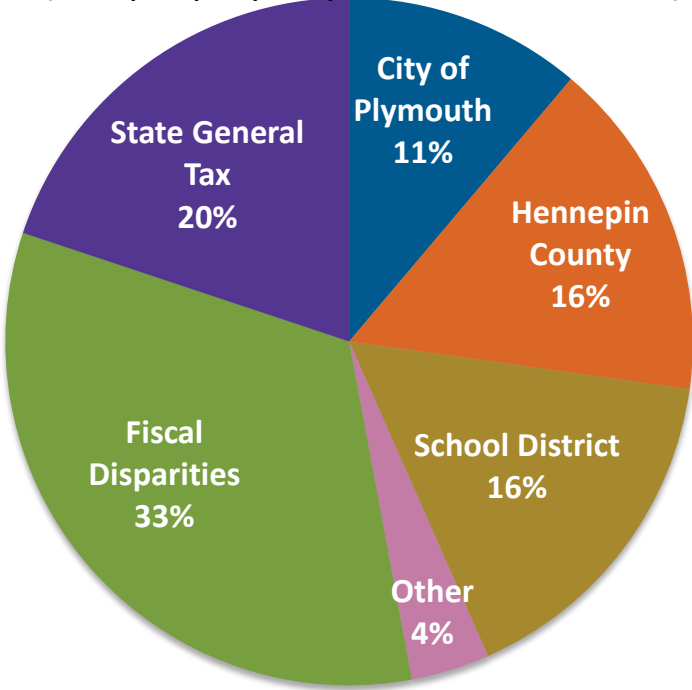
Source: Hennepin County for Levy, Met Council for 2023 estimated population



Residential Property Tax Distribution - 2025
(Median value of \$481,000)



Commercial Property Tax Distribution - 2025
(Sample property value of \$5 million)



Source: Hennepin County



Looking Forward



2025 FINANCIAL OVERVIEW



2025 Assessment

Single Family Homes	+ 3.2 %	Residential Condos	- 1.6 %
Commercial	- 8.5 %	Townhouses	+ 1.8 %
Industrial	- 2.0 %	Double Bungalow	- 0.8 %
Apartment	- 3.5 %	Residential Zero Lot Line	+ 3.1 %

City of Plymouth 2025 Assessment

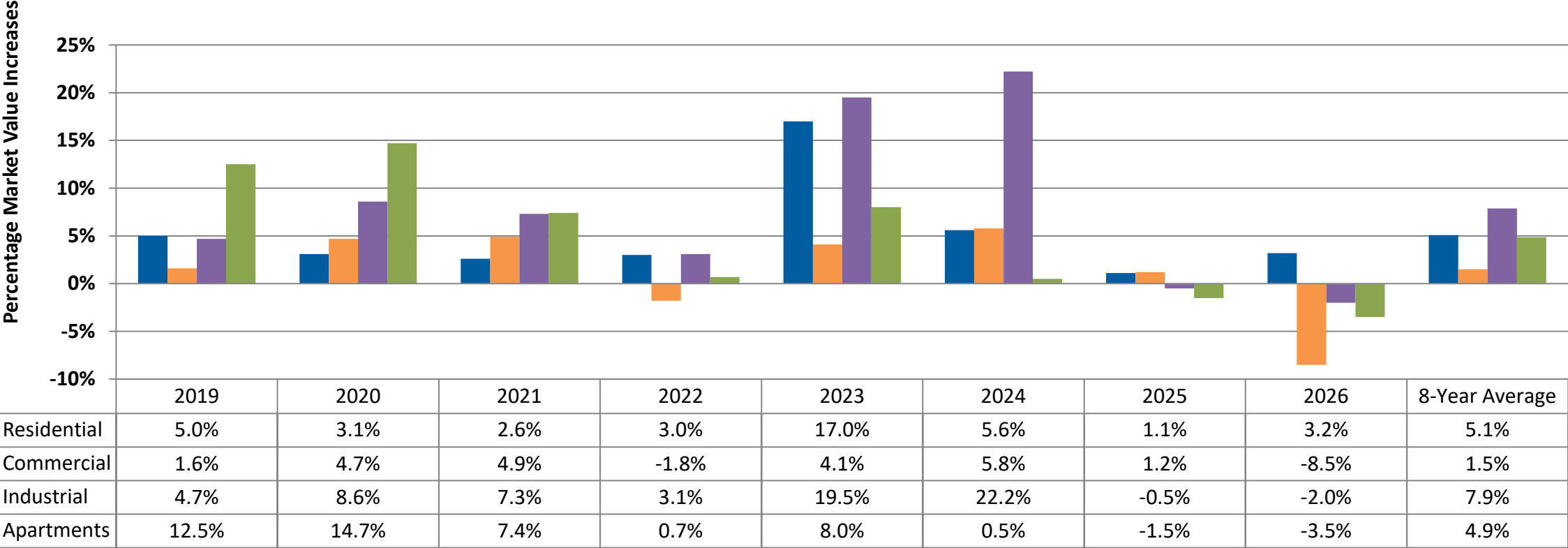
Total market value:	\$18,366,721,100
New construction:	\$228,827,700
Net percent increase for all property types:	+ 0.7 %
Gross percent increase:	+ 1.9 %.



2025 FINANCIAL OVERVIEW



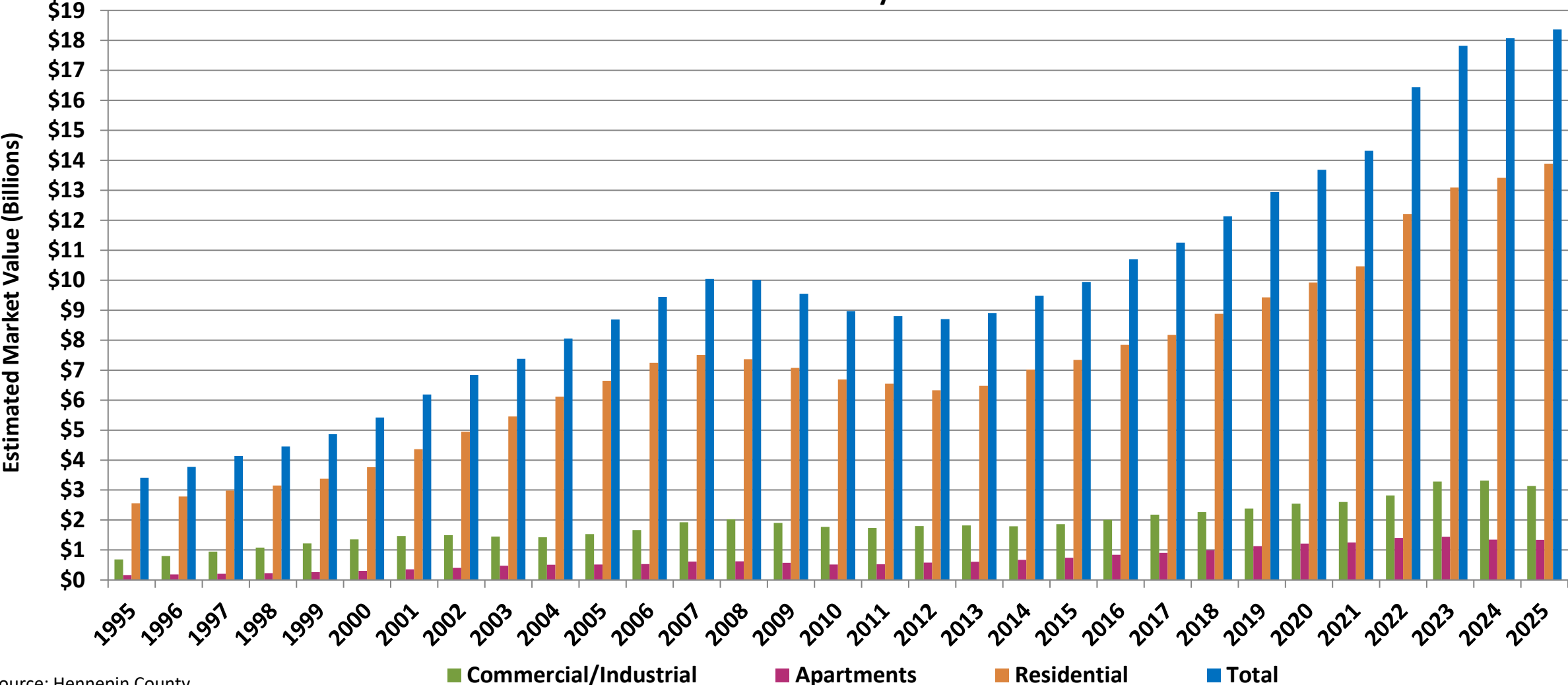
City of Plymouth Average Market Value Increases by Property Type Taxes Payable 2019 - 2026



Source: Hennepin County, Sales Book

■ Residential ■ Commercial ■ Industrial ■ Apartments

City of Plymouth
Market Value History

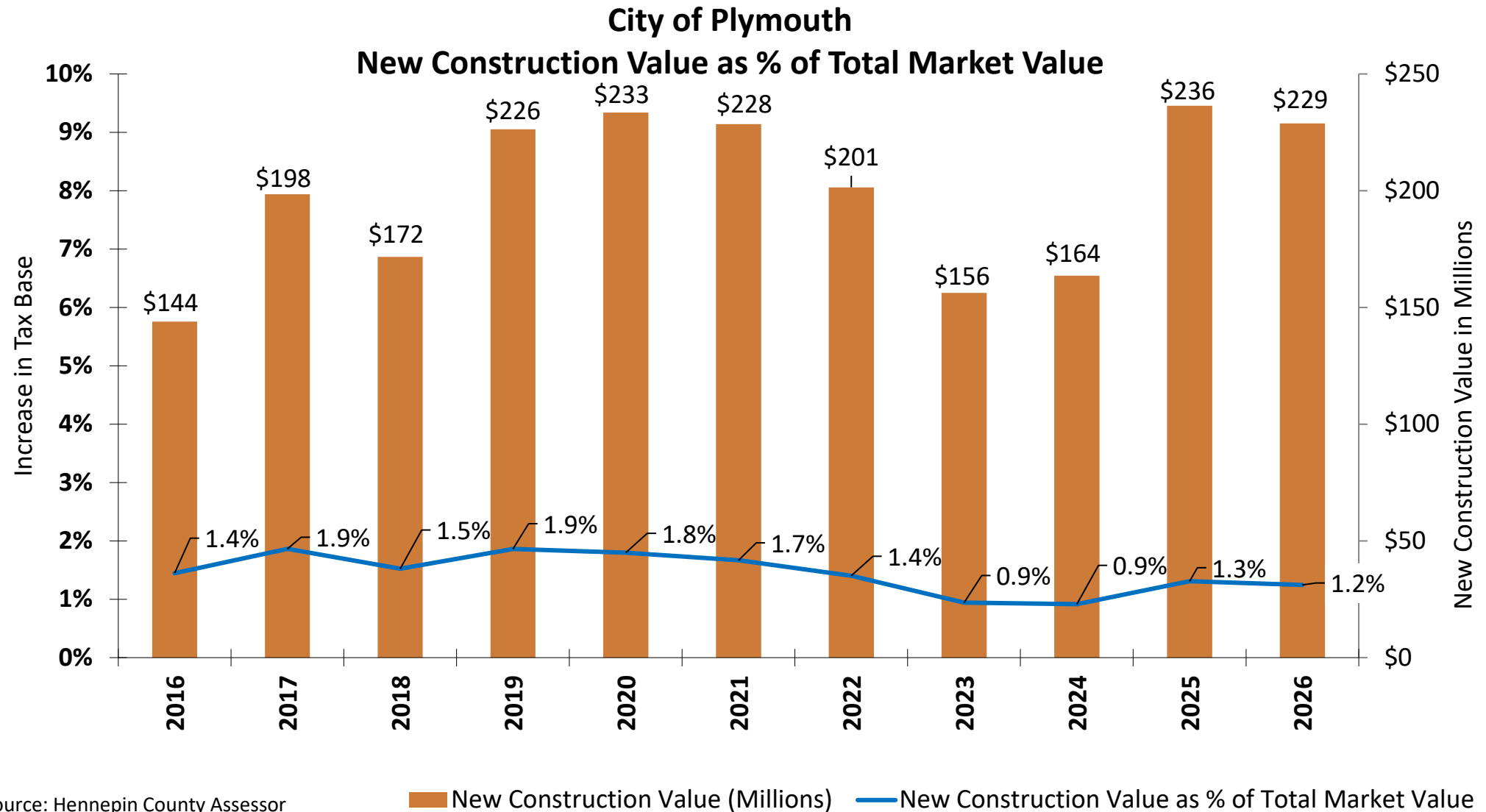


Source: Hennepin County



2025 FINANCIAL OVERVIEW



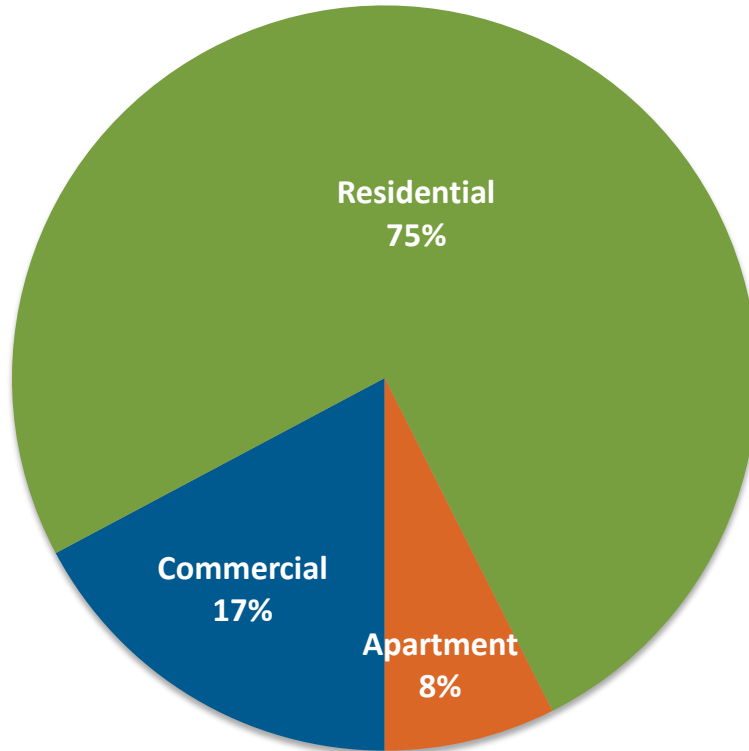


2025 FINANCIAL OVERVIEW

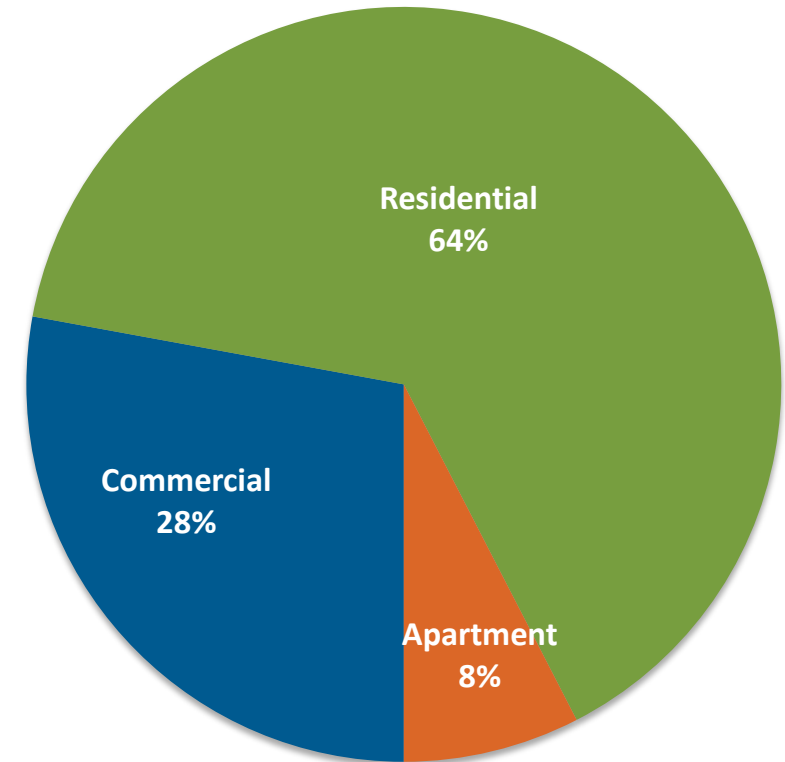
Average new construction \$199 million
Average increase in tax base 1.5%



**Market Value % by Class
2025 Payable in 2026**



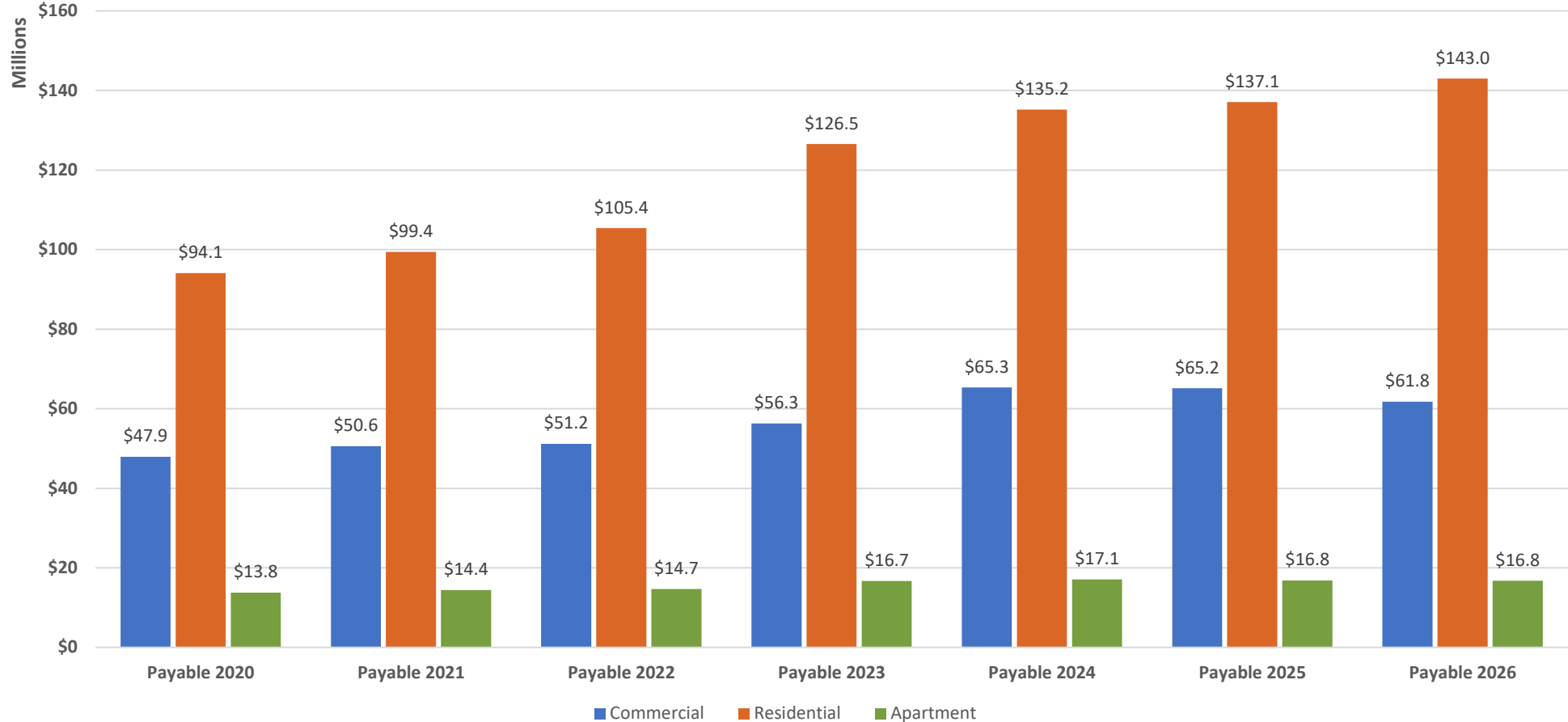
**Tax Capacity % by Class
2025 Payable in 2026**



2025 **FINANCIAL OVERVIEW**



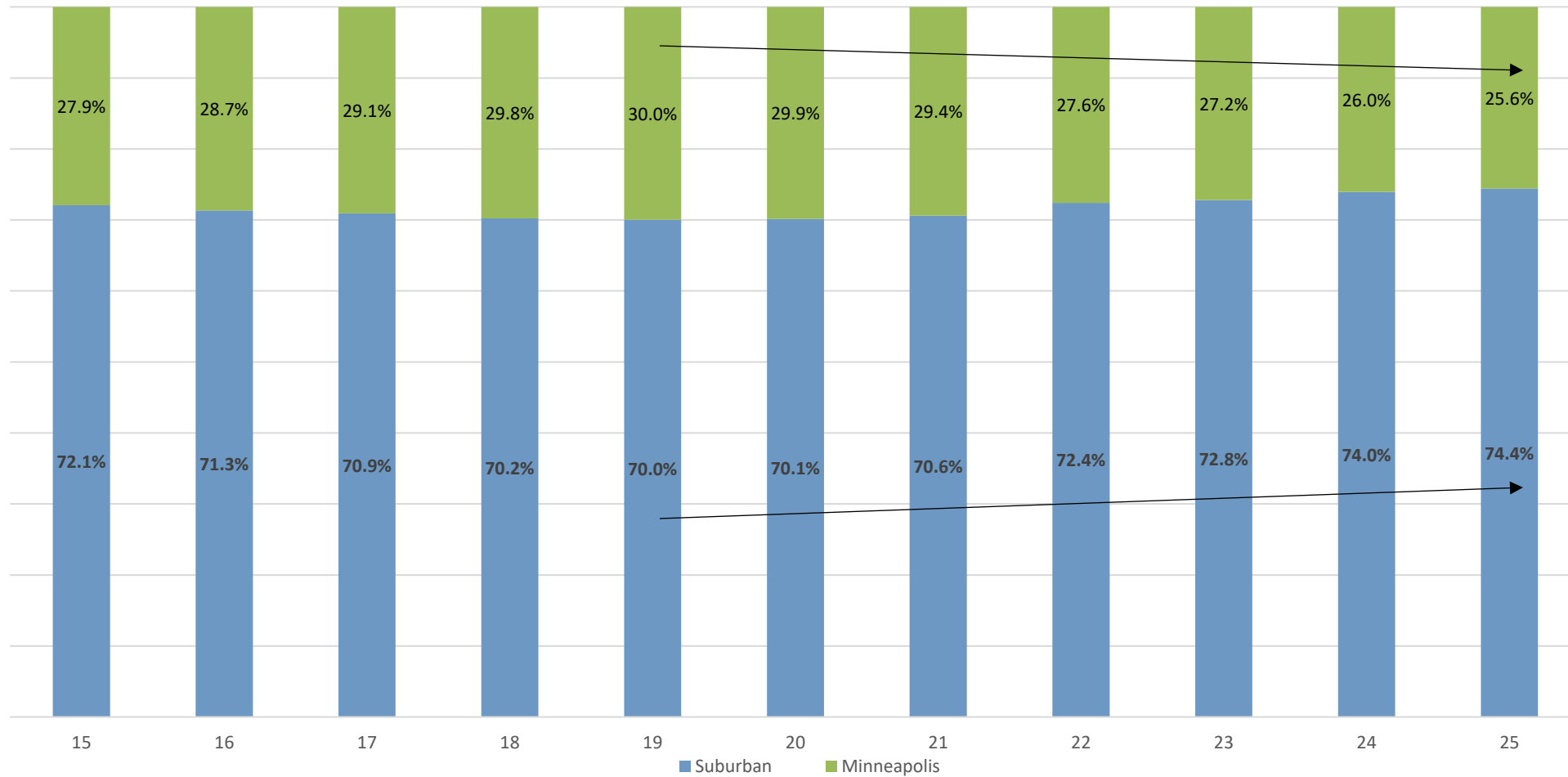
City of Plymouth
Net Tax Capacity History



Source: Hennepin County Assessment Report



Hennepin County Taxable Market Value Suburban vs Minneapolis



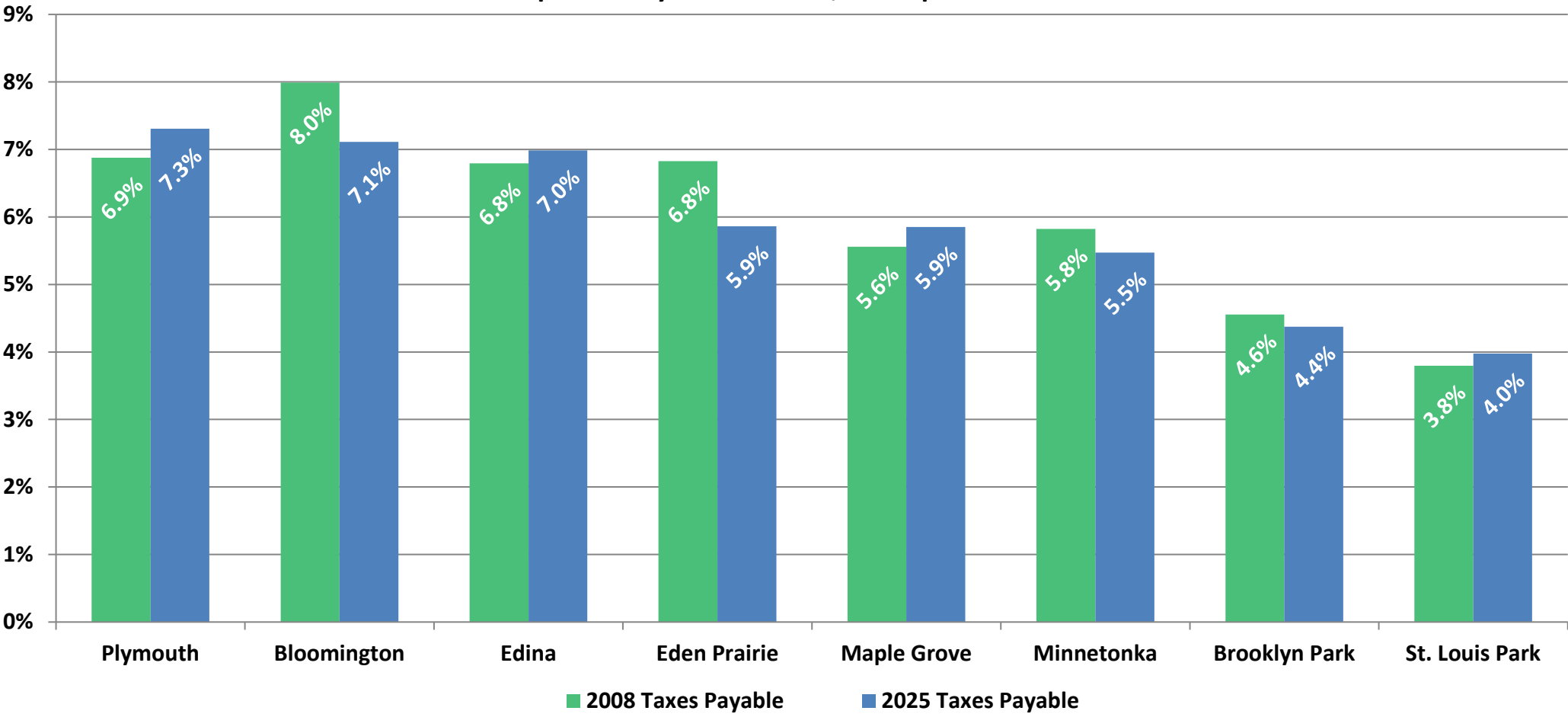
Source: Hennepin County Assessment Report



2025 FINANCIAL OVERVIEW



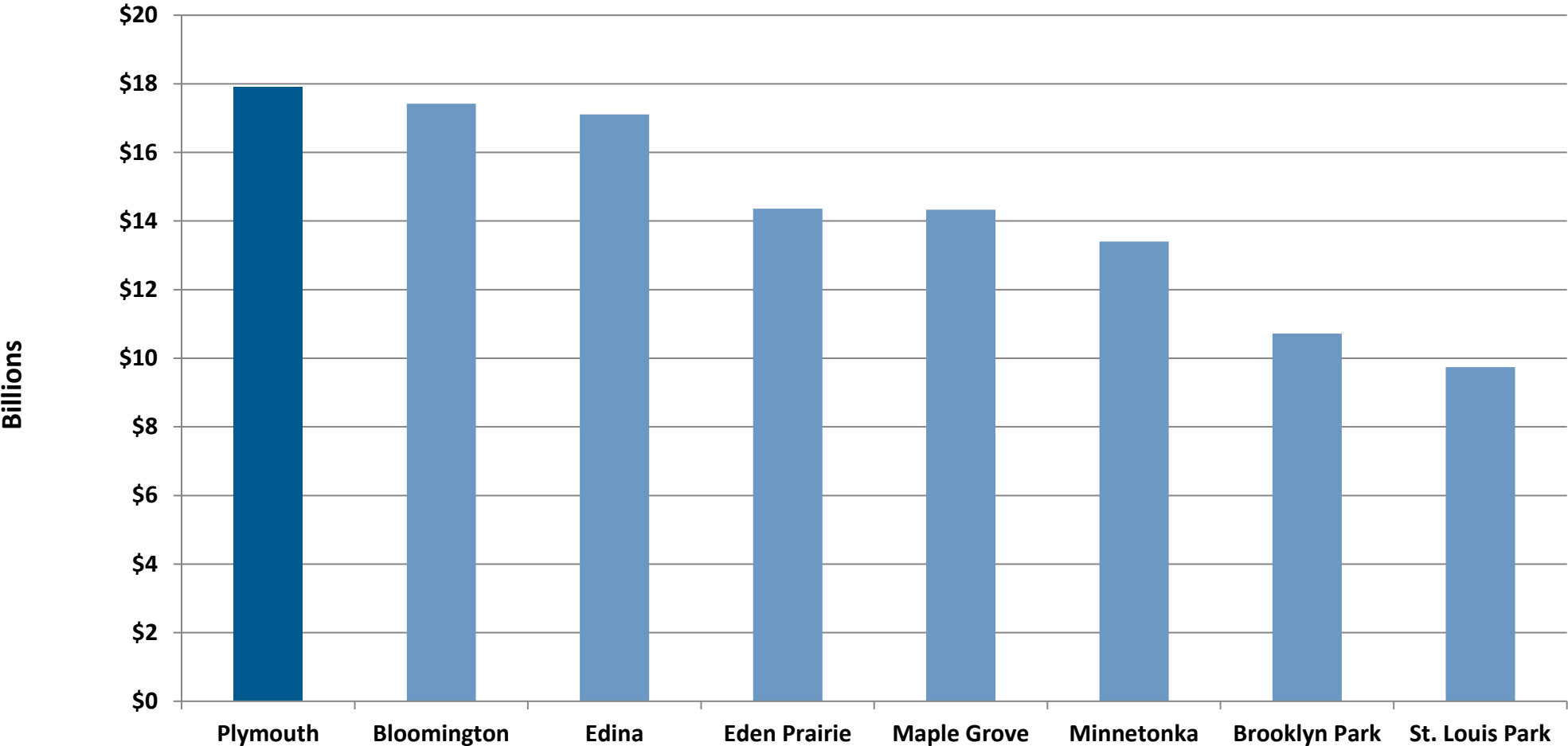
**Total Taxable Market Value
As Percentage of Total County Market Value
Hennepin County Suburbs > 45,000 Population**



Source: Hennepin County



Taxable Market Value
Hennepin County Suburbs > 45,000 Population



Source: Hennepin County



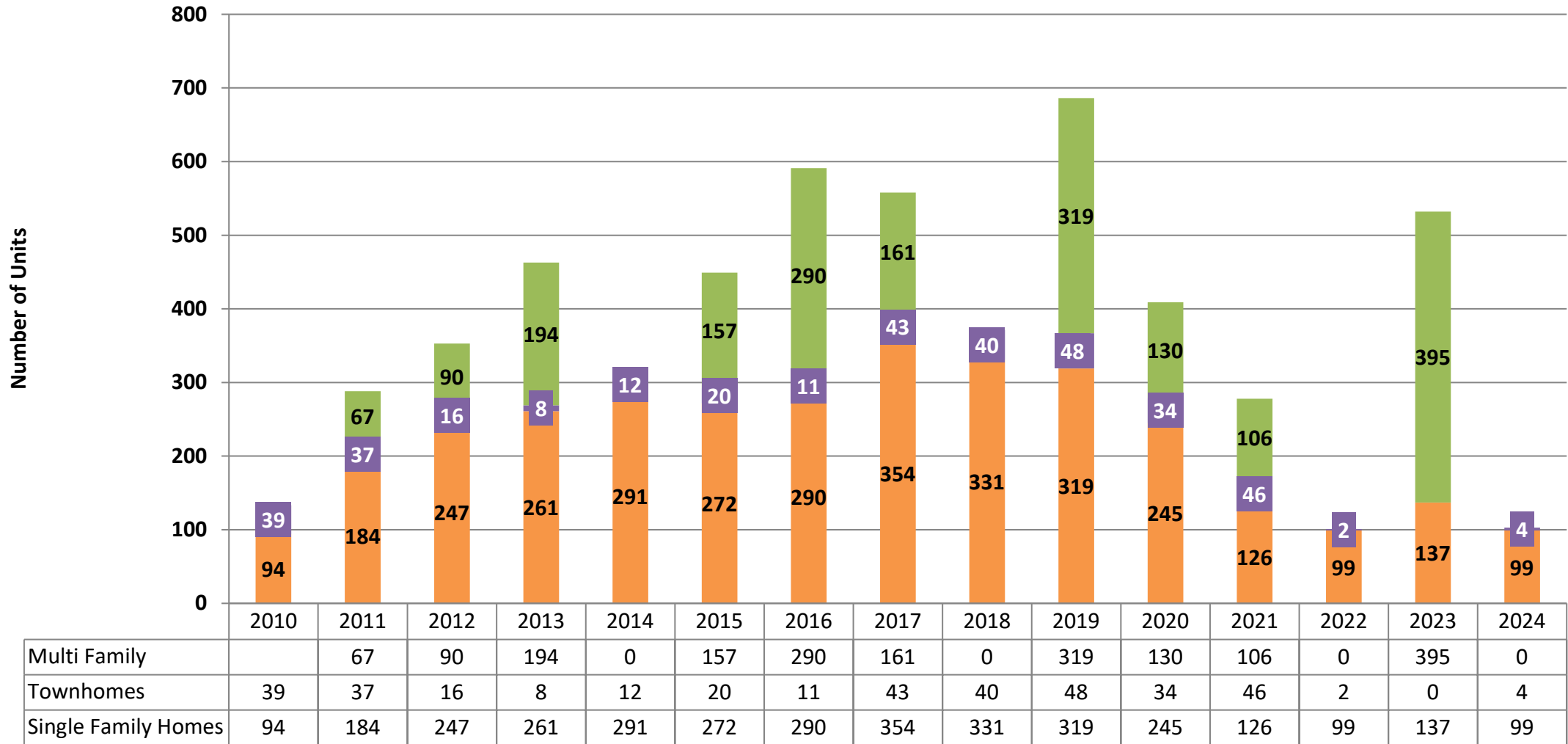
Economy



2025 **FINANCIAL OVERVIEW**



City of Plymouth Residential Building Permits 2010 - 2024



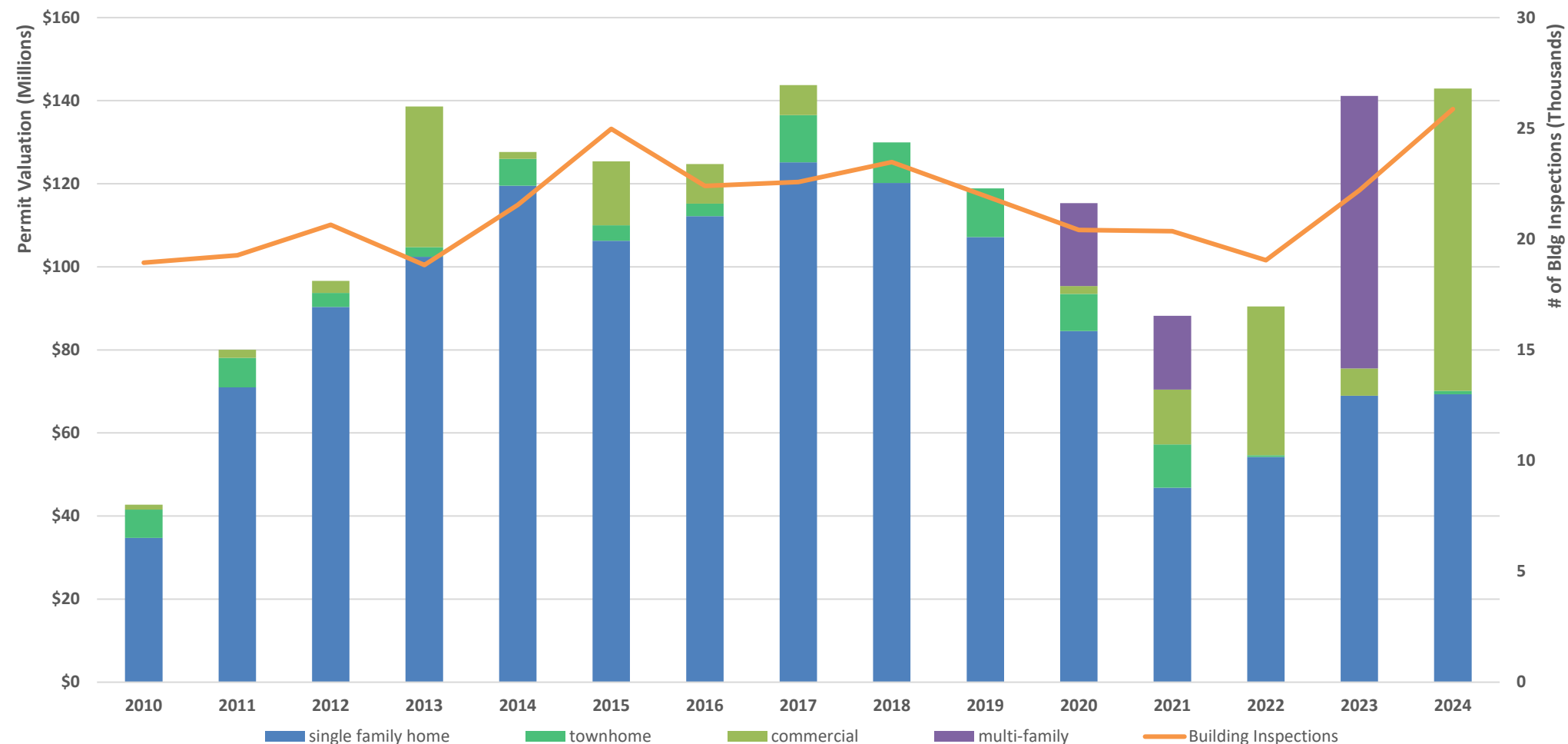
Single Family Homes Townhomes Multi Family



2025 FINANCIAL OVERVIEW



City of Plymouth Permit Valuation and Building Inspections



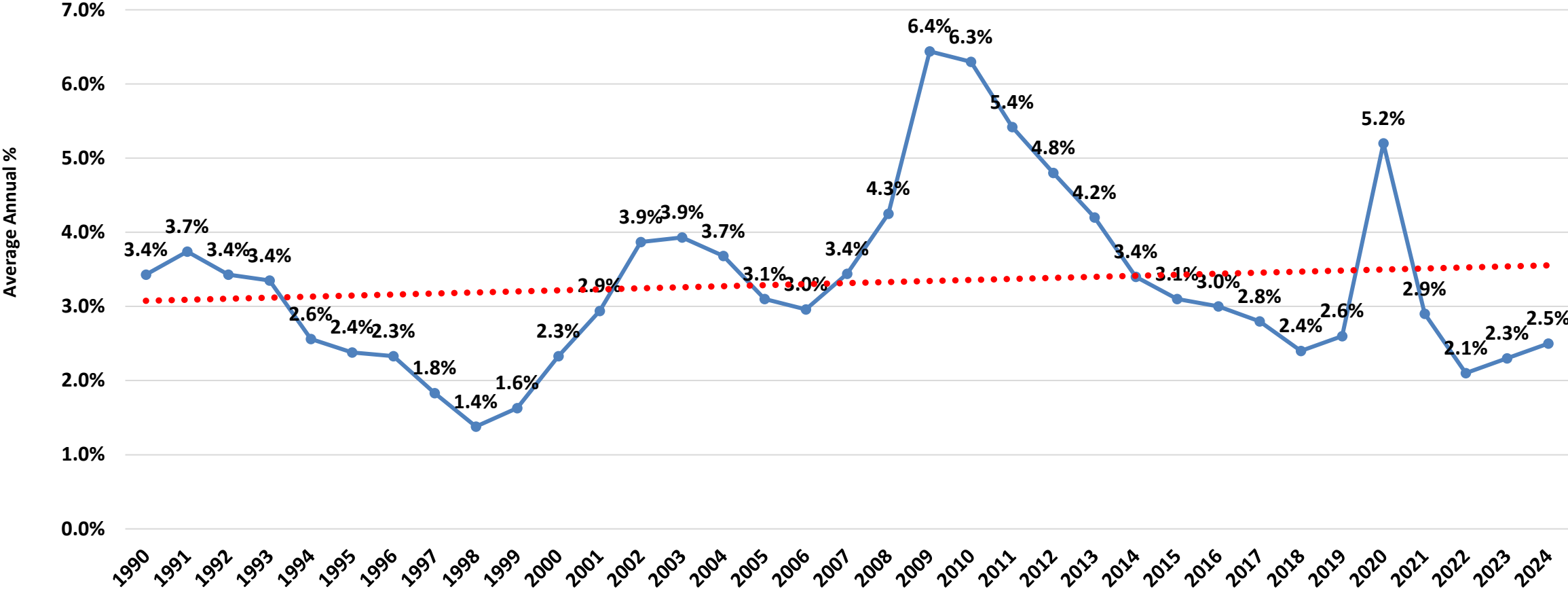
Commercial and Multi-Family only available beginning in 2020



2025 FINANCIAL OVERVIEW



City of Plymouth Unemployment Rate



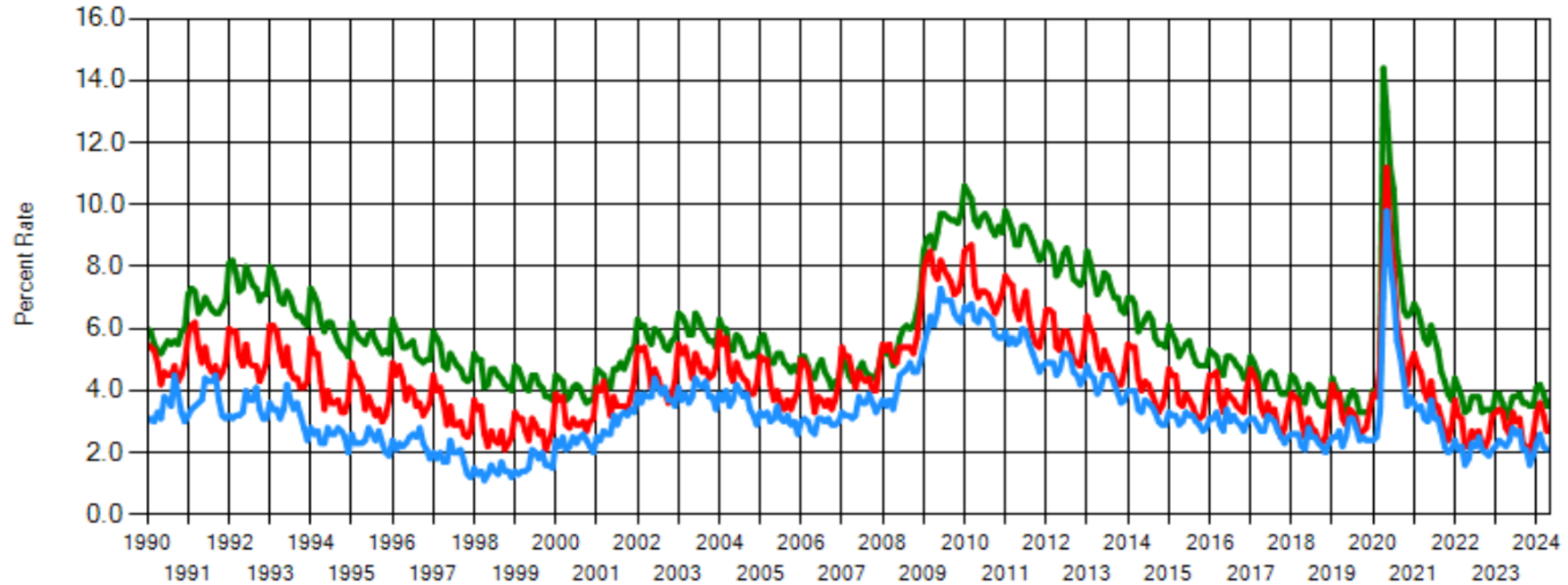
Source: DEED



2025 FINANCIAL OVERVIEW



Unemployment Rates



2024
US 3.8%
MN 2.6%
Plymouth 2%

Source: DEED Labor Market Information Office
Local Area Unemployment Statistics (LAUS)

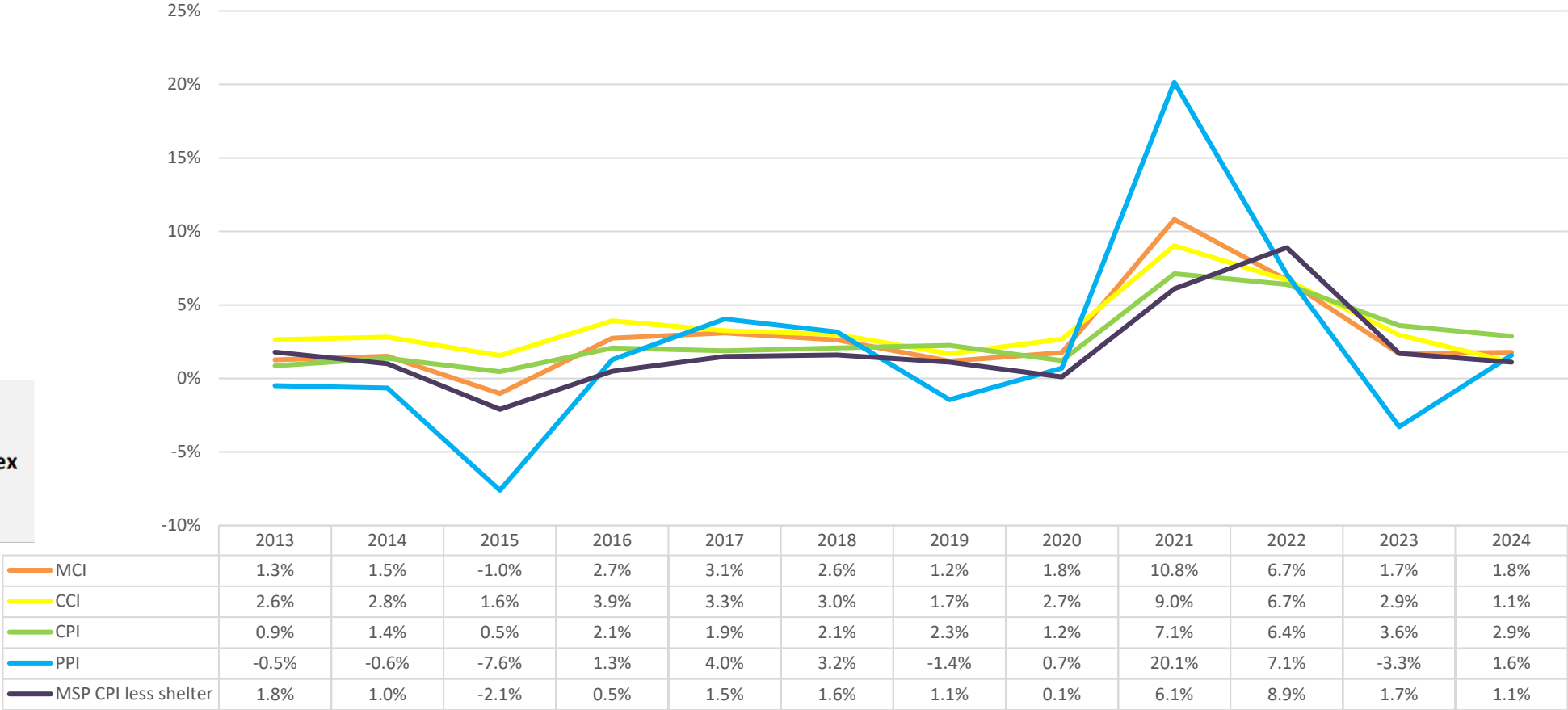


2025 FINANCIAL OVERVIEW



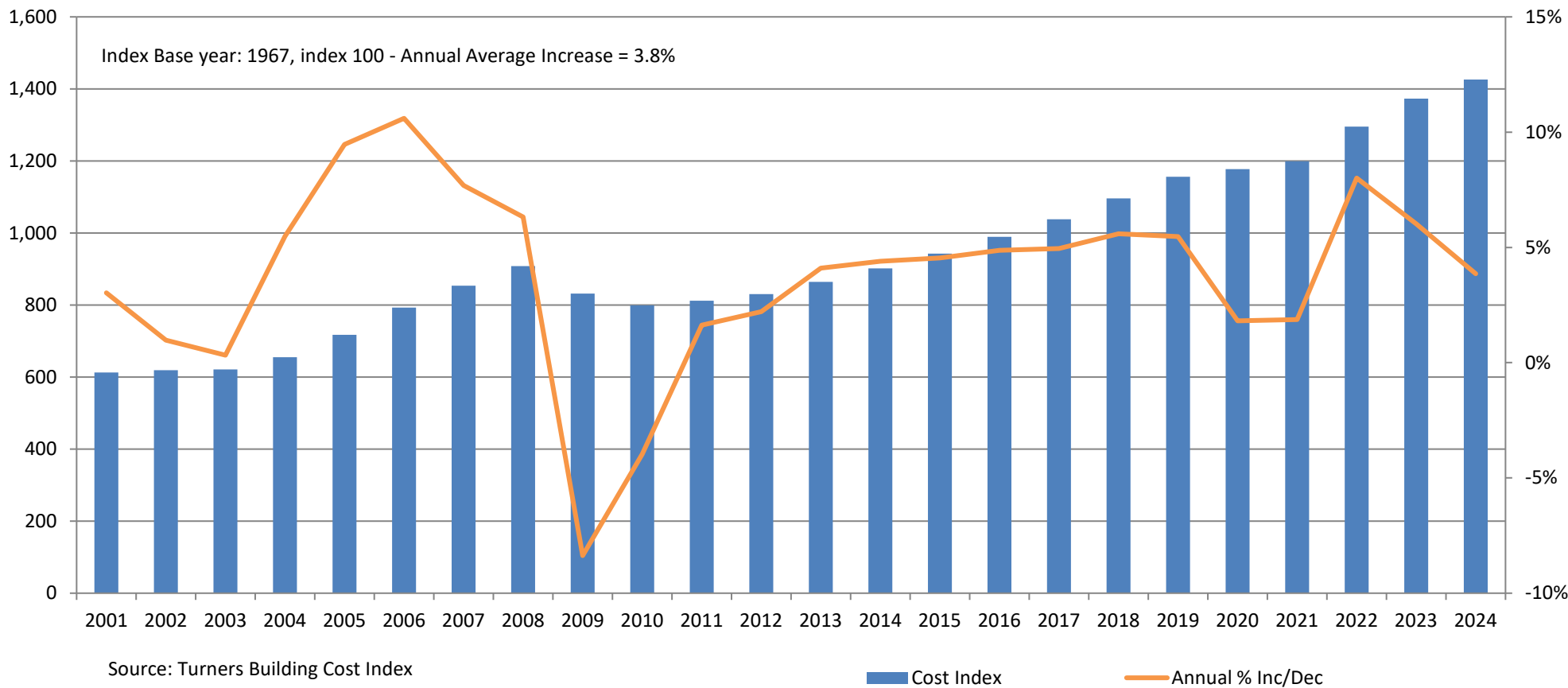
Cost Indices

Abbreviations
MCI = Municipal Cost Index
CCI = Construction Cost Index
CPI = Consumer Price Index
PPI = Producer Price Index

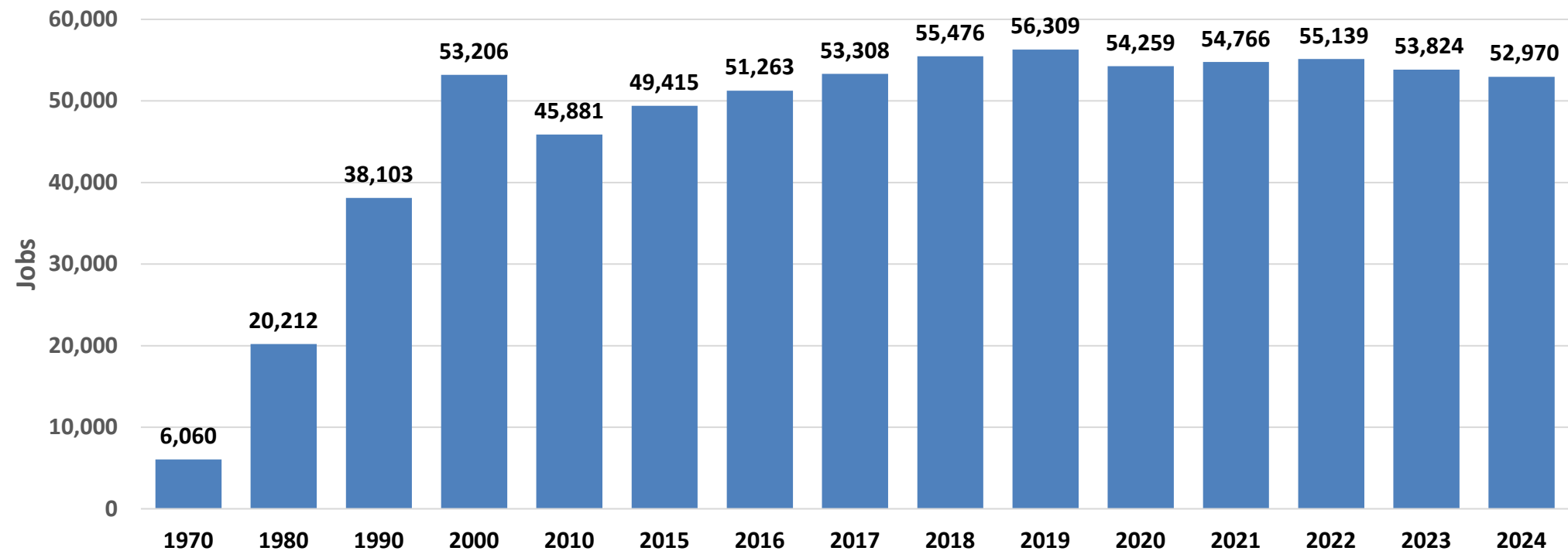


Source: Americancityandcounty.com/municipal-cost-index

Annual Construction Cost Index w/annual increase/decrease %



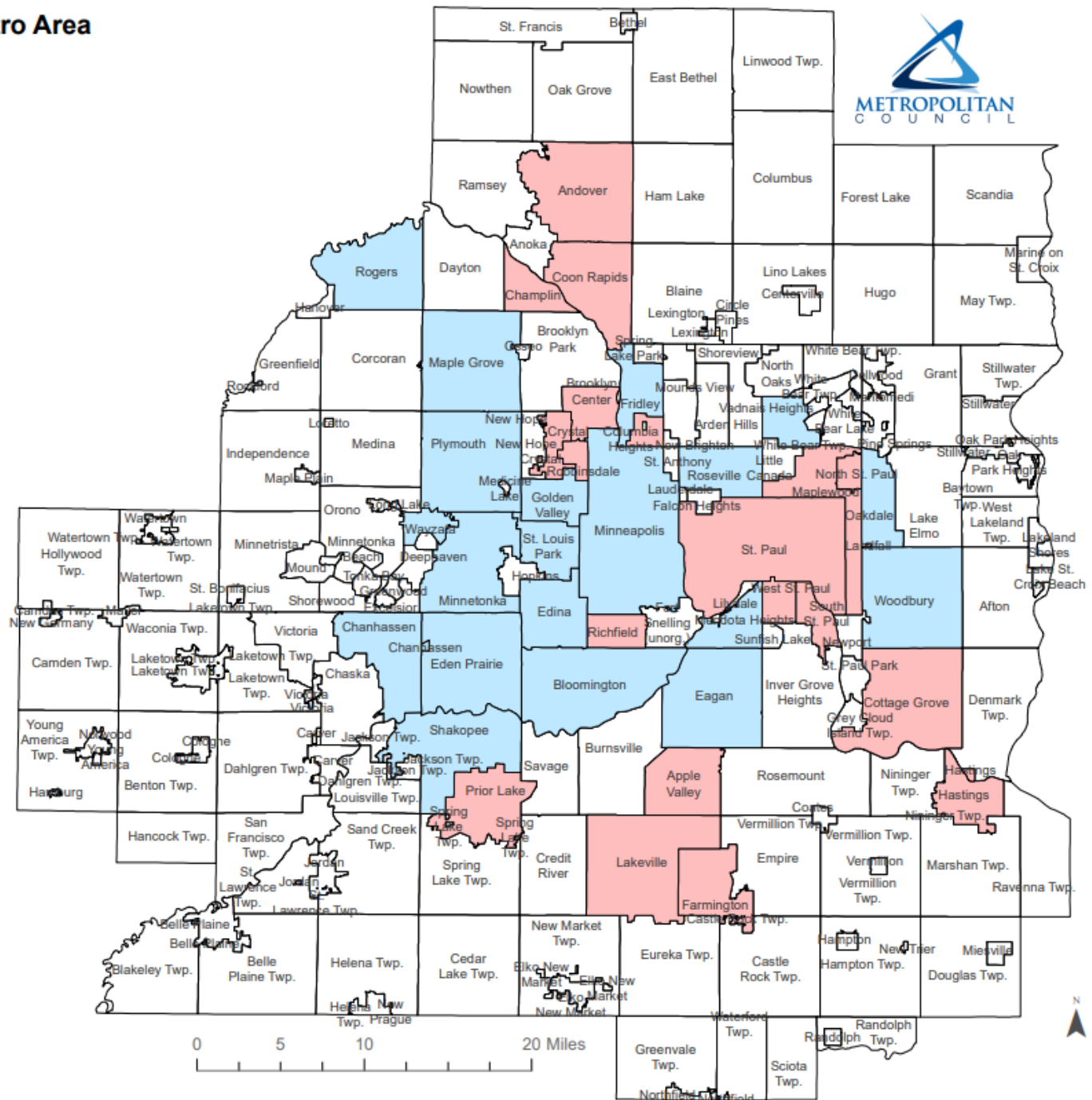
Employment in Plymouth (Jobs)



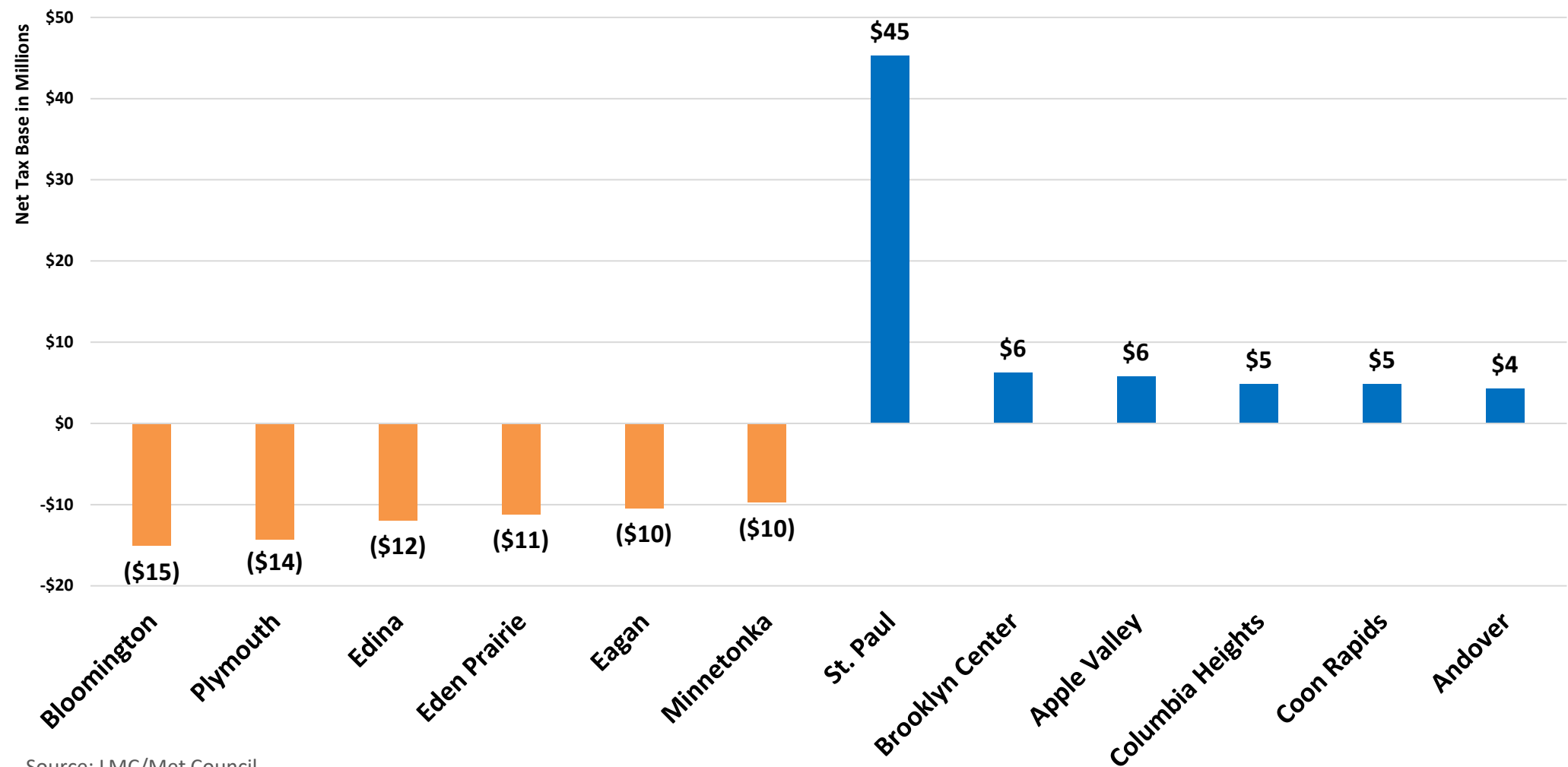
Source: Met Council



METROPOLITAN
COUNCIL



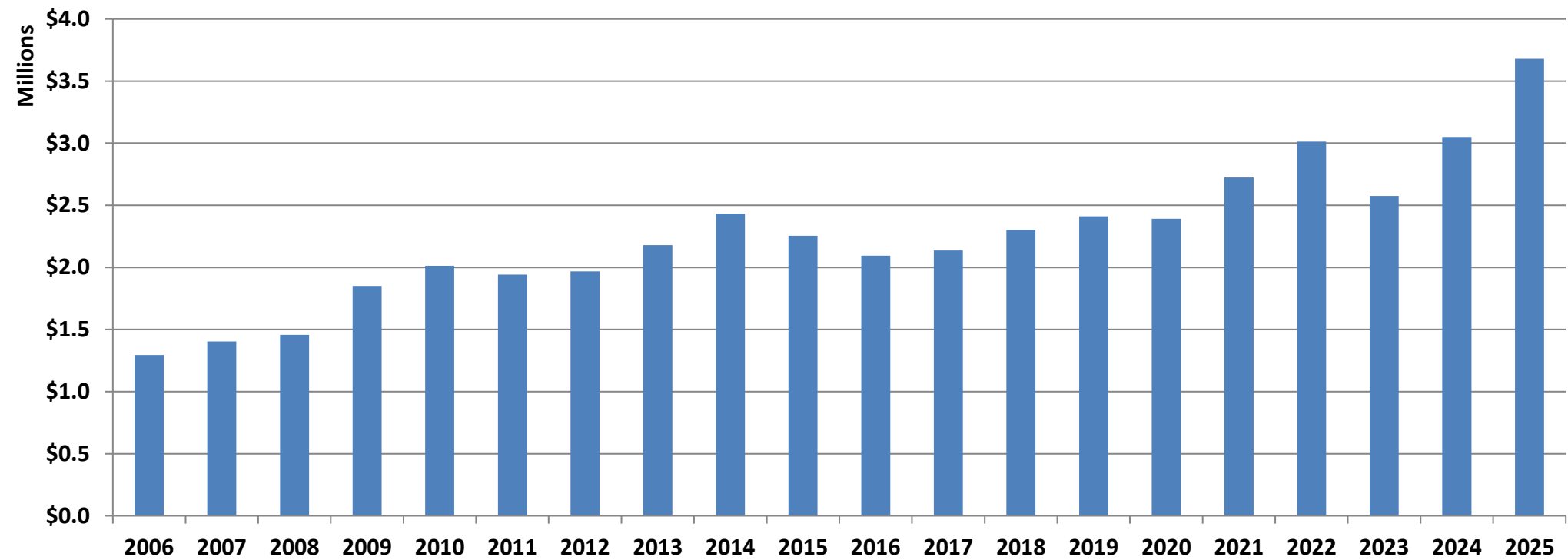
Metro Fiscal Disparities Program - Top Contributors/Recipients in 2025



Source: LMC/Met Council

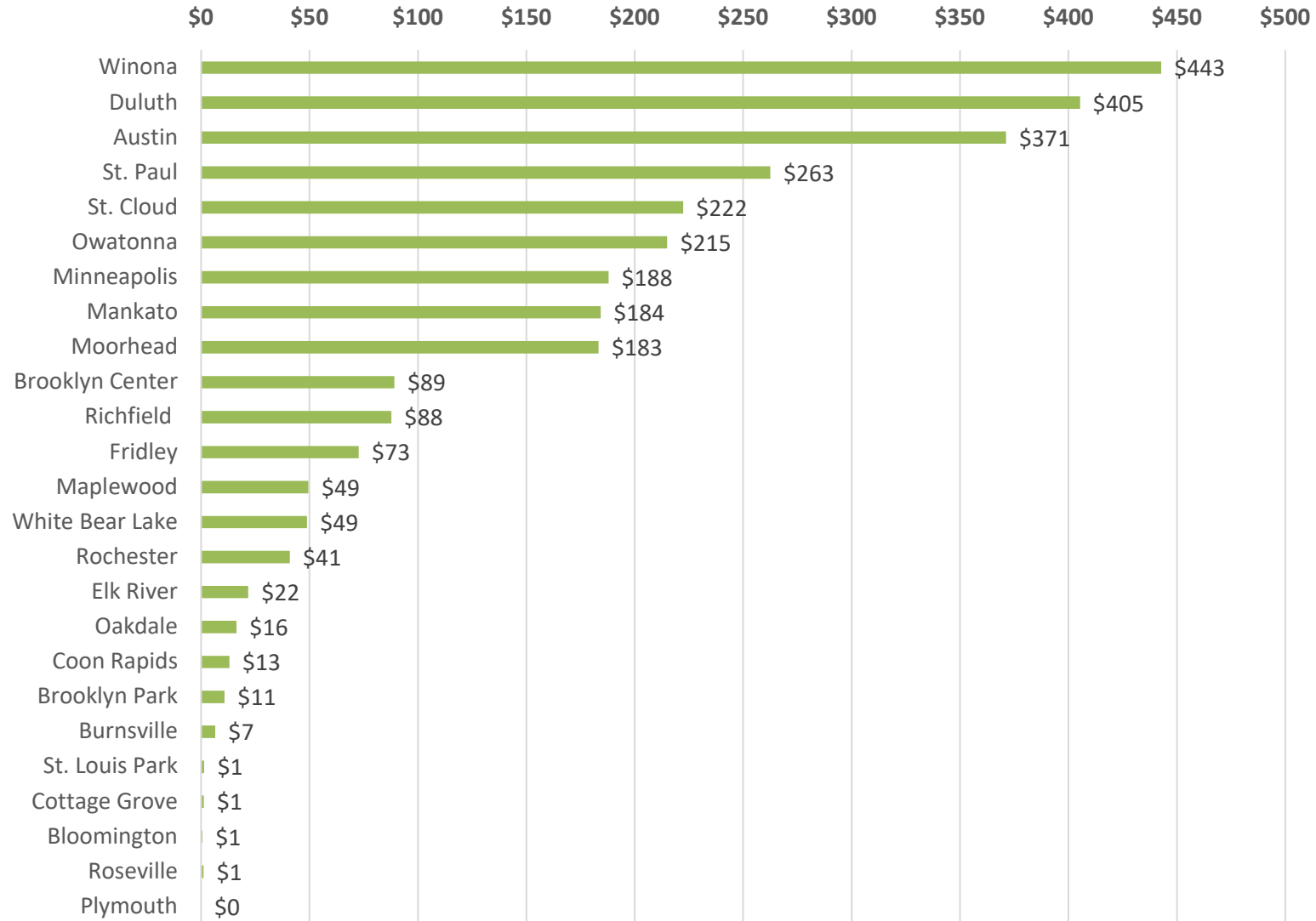


City of Plymouth
Net Dollars
Lost to Fiscal Disparities



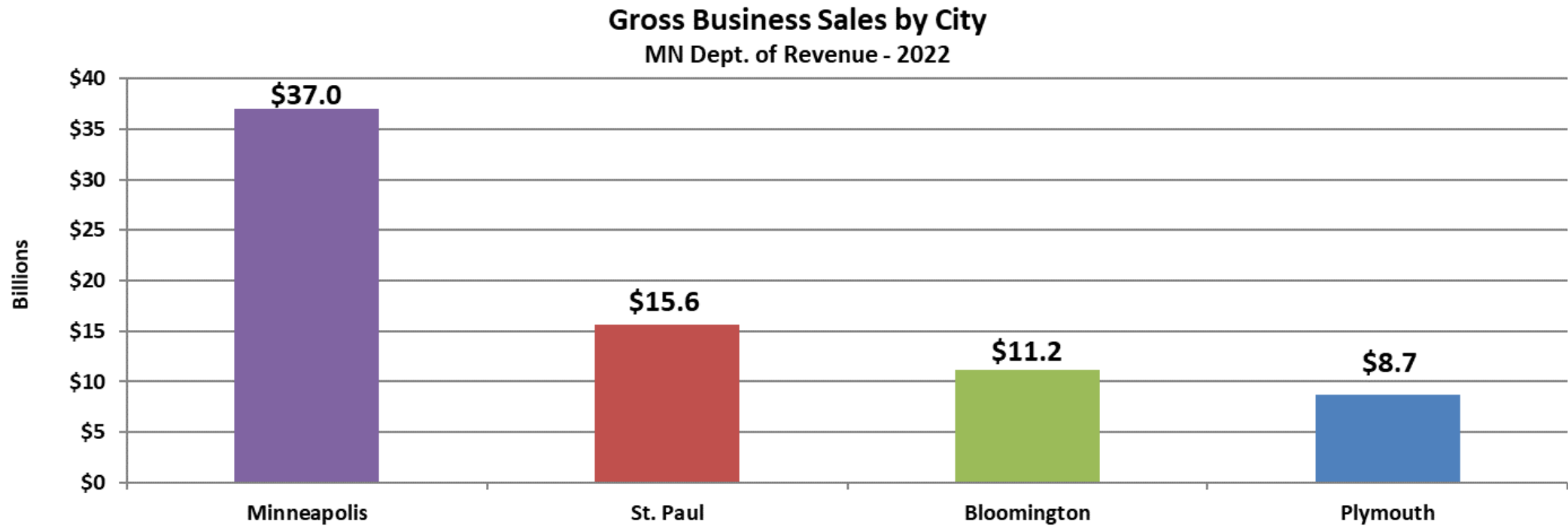
Source: Met Council

LGA Per Capita MN Cities > 25,000 Population



2025 FINANCIAL OVERVIEW

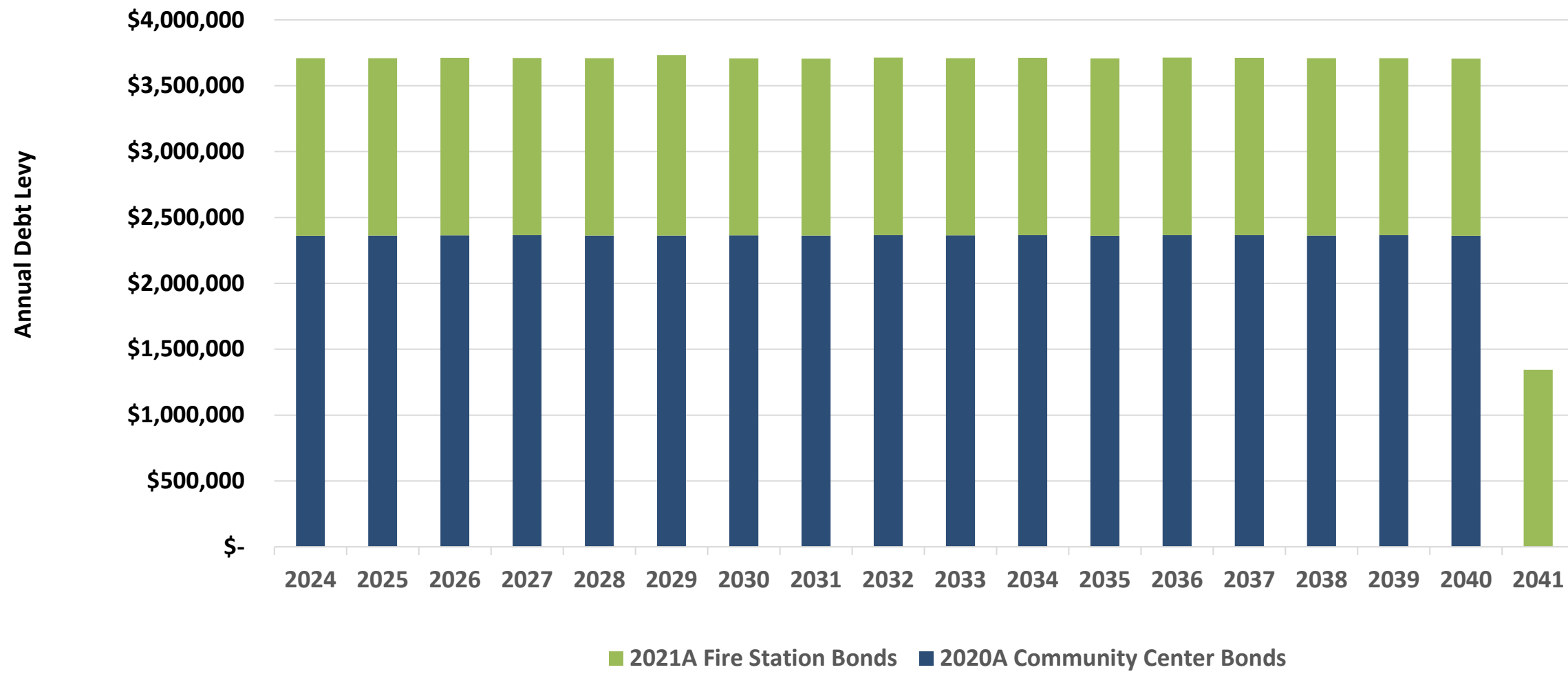




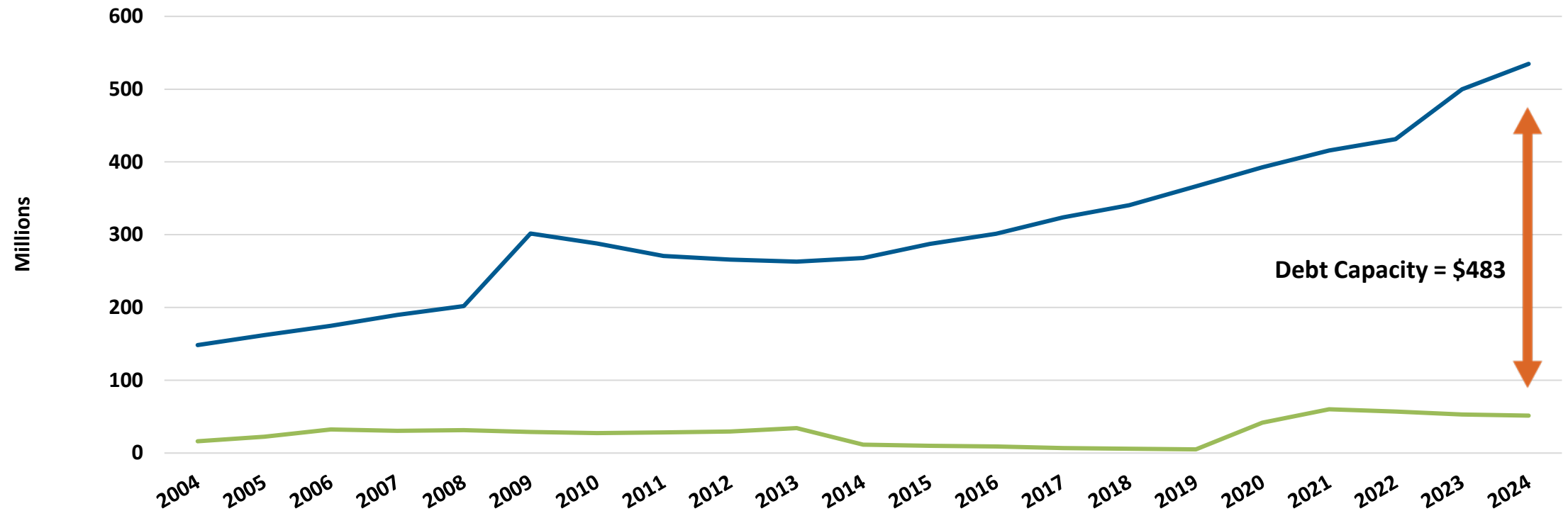
Debt



City of Plymouth Levies for Current Tax Supported Debt



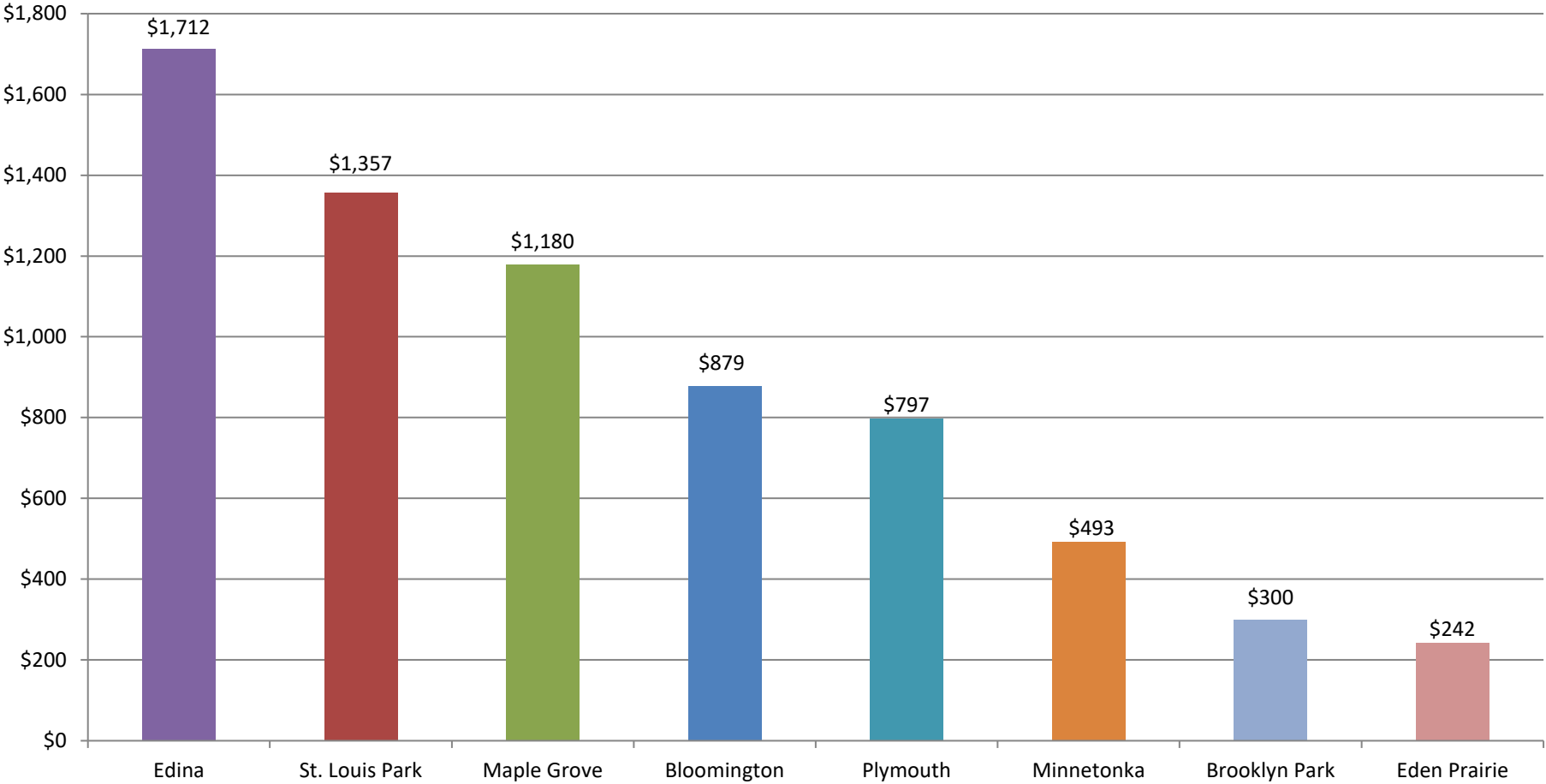
Statutory Debt Limit Versus Actual Debt



* In 2008, State Statute was changed from 2% to 3% of taxable market value



Direct Net Debt Per Capita
Hennepin County Suburbs > 45,000 Population
City Portion Only

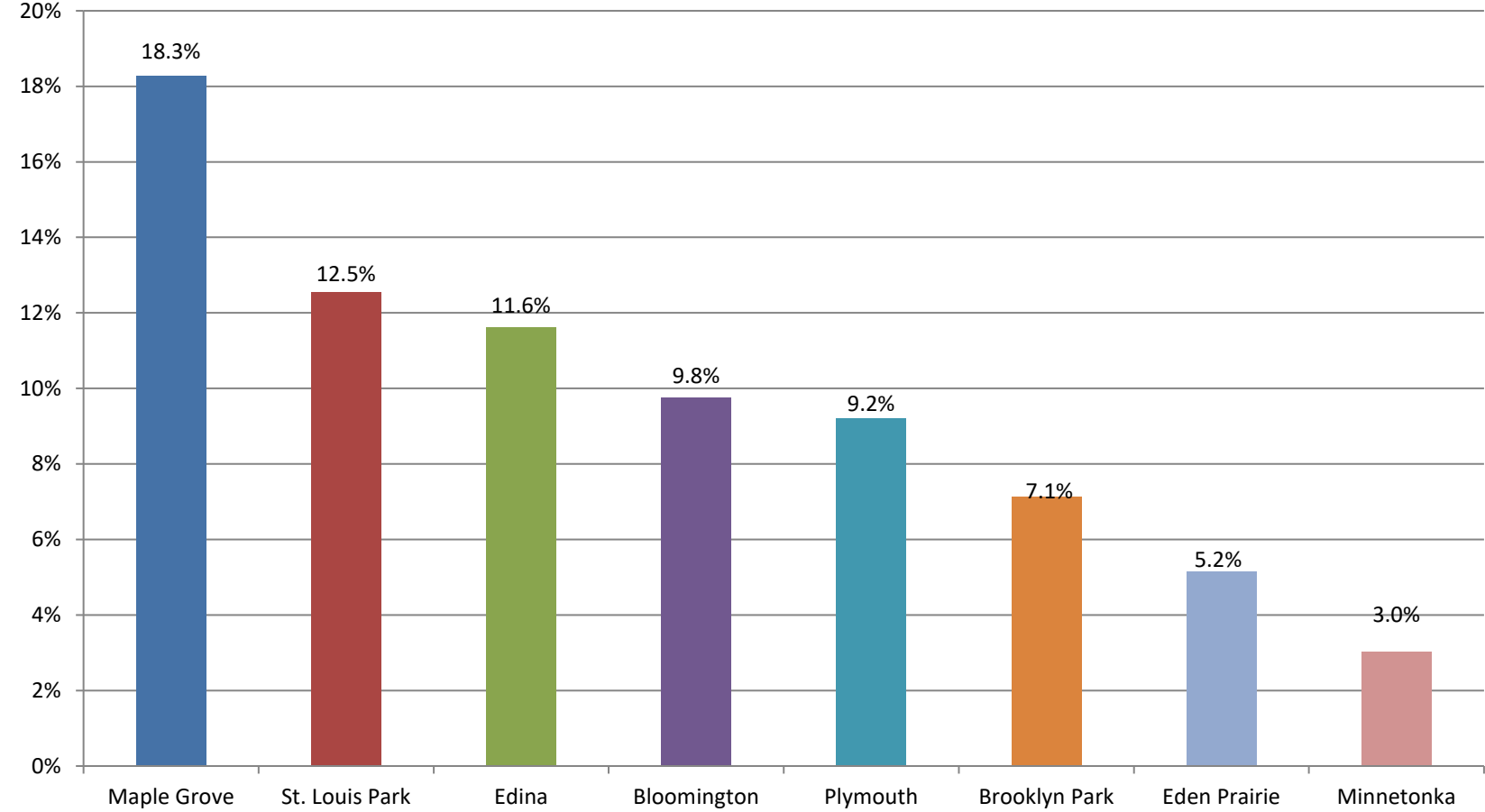


Source: Metropolitan Council (2023), City Financial Reports (2023)

Average = \$870



Debt Service as % of Operating Expenses
City portion only

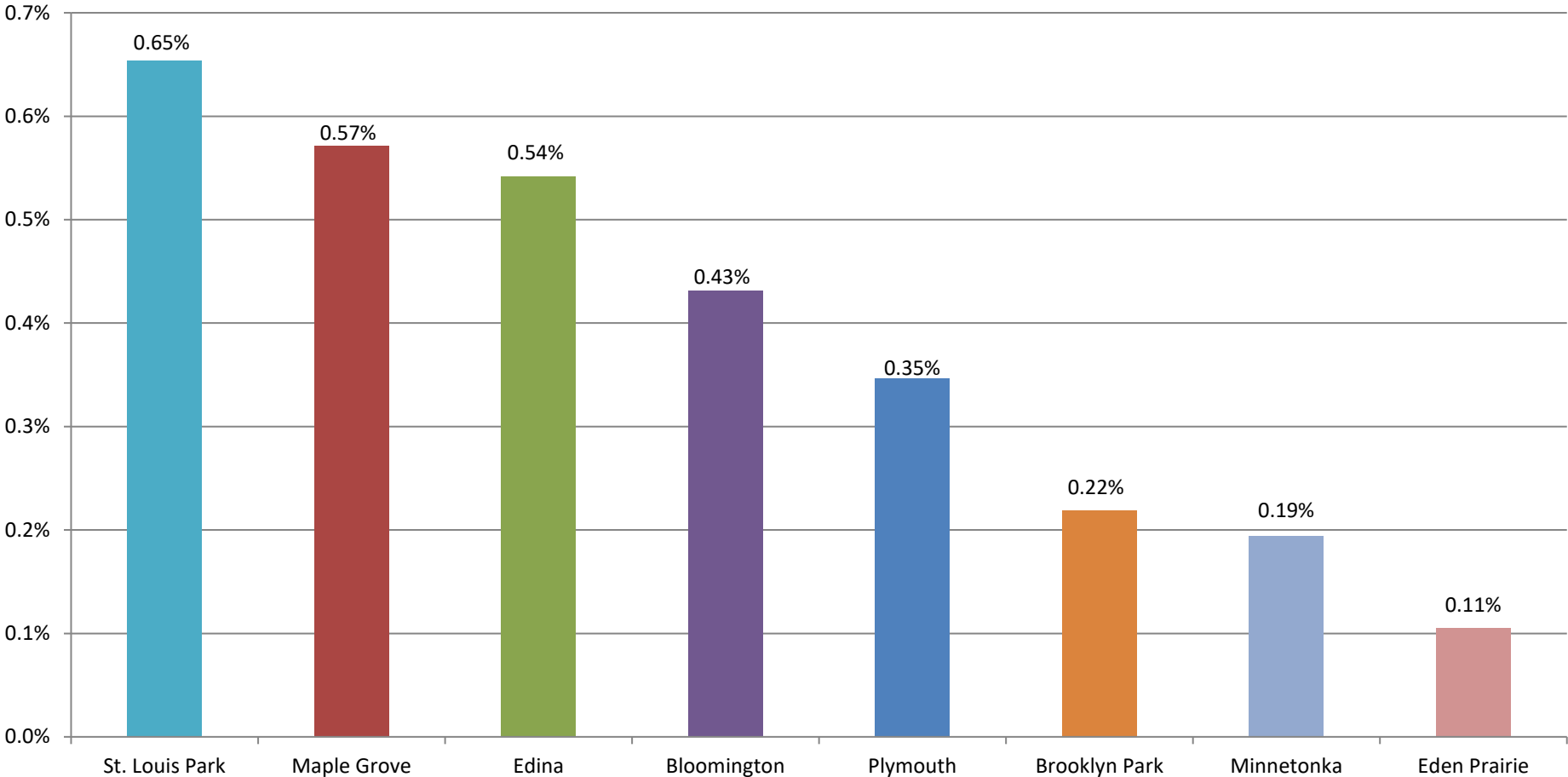


Source: City Financial Reports (2023)

Average = 9.6%



Direct Net Debt as % of Market Value
Hennepin County Suburbs > 45,000 Population
City portion only



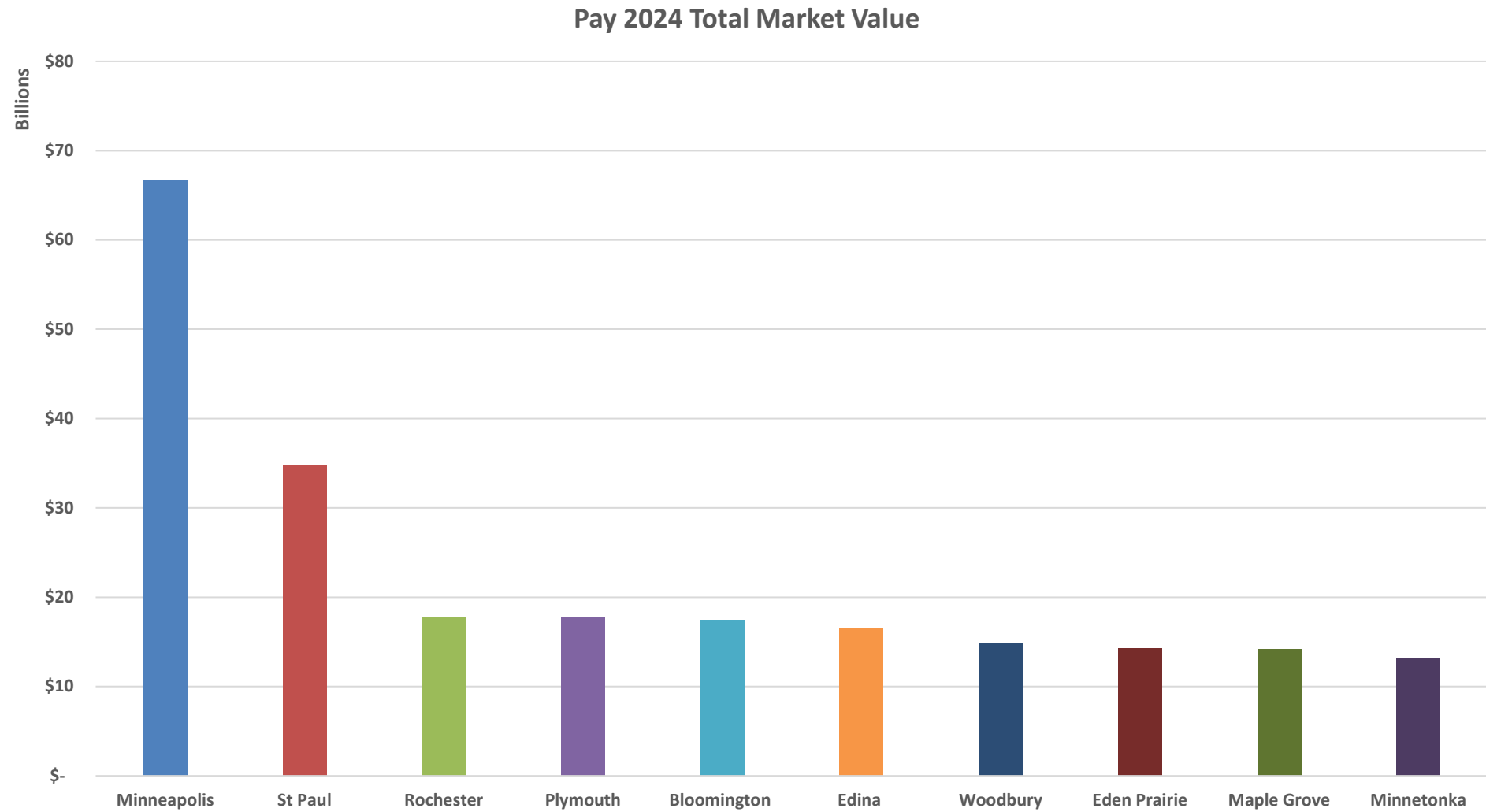
Source: MN Department of Revenue, City Financial Reports (2023)

Average = 0.38%



Other Comparisons





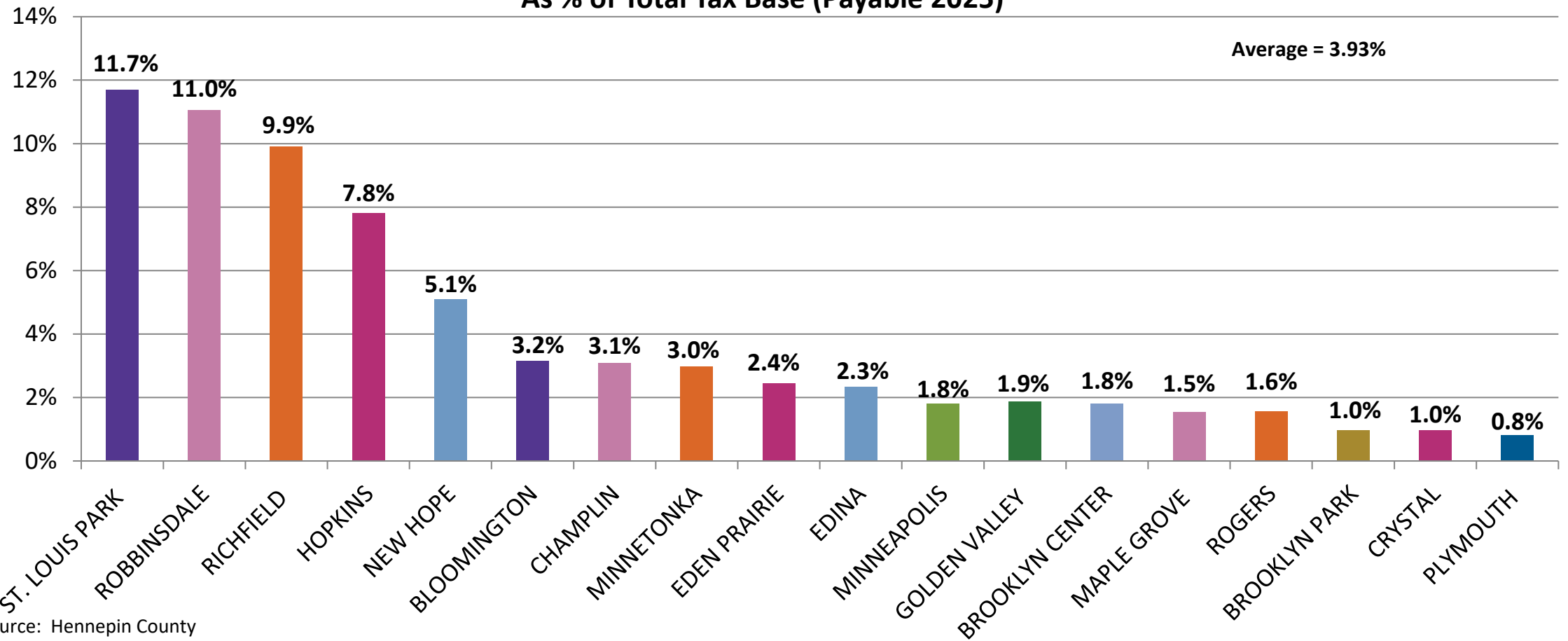
Source: LMC



2025 FINANCIAL OVERVIEW



Tax Increment Captured **Hennepin County Cities > 10,000 Population** **As % of Total Tax Base (Payable 2025)**



Source: Hennepin County



2025 FINANCIAL OVERVIEW





To: Dave Callister, City Manager

Prepared by: Jodi Gallup, City Clerk

Reviewed by: Maria Solano, Deputy City Manager

Item: **Adopt proposed minutes**

1. Action Requested:

Adopt proposed minutes.

2. Background:

Not applicable.

3. Budget Impact:

Not applicable.

4. Attachments:

1. June 10 Special
2. June 10 Regular

Proposed Minutes Special Council Meeting June 10, 2025

Mayor Wosje called a Special Meeting of the Plymouth City Council to order at 5:00 p.m. at Plymouth City Hall, 3400 Plymouth Boulevard, on June 10, 2025.

PLYMOUTH COUNCIL PRESENT: Mayor Wosje, Councilmembers Gregor, Pointner, Peterson, Aldrich, and Nelson.

PLYMOUTH COUNCIL ABSENT: Councilmember Spoonheim.

PLYMOUTH STAFF PRESENT: City Manager Callister, Deputy City Manager Solano, Public Works Director Thompson, Public Safety Director Fadden, Fire Chief Coppa, Community and Economic Development Director Fernelius, Parks and Recreation Director Tomlinson, Finance Director Rich, Human Resources Director Timpone, and City Attorney Mattick.

Small Area Plan visioning and goal setting (SE Quadrant of Highway 55 and Interstate 494)

Consultant TKDA conducted a visioning exercise with council and staff to identify redevelopment goals for developing a small area plan for the southeast quadrant of Highway 55 and Interstate 494, bound by Xenium Lane on the east and 26th Avenue on the south.

Land use training

City Attorney Mattick provided land use training to the council.

Mayor Wosje tabled the study session at 6:50 p.m. to move to the regular meeting.

Mayor Wosje reconvened the study session at 8:15 p.m.

Electric bicycle discussion

This item was moved to the regular meeting agenda for discussion.

Select Housing and Redevelopment Authority and Destination Marketing Organization Advisory Board interview candidates

Council selected candidates to interview on June 24 for the vacant at-large Housing and Redevelopment Authority seat and the vacant Destination Marketing Organization Advisory Board seat.

Set Future Study Sessions

Council changed the start time of the June 24 study session from 3:30 p.m. to 4 p.m. Council requested a proclamation be issued celebrating the month of June as Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Pride Month at the next council meeting.

Adjournment

Mayor Wosje adjourned the meeting at 8:25 p.m.

Jodi M. Gallup, City Clerk/Administrative Coordinator

Proposed Minutes Regular City Council Meeting June 10, 2025

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 June 10, 2025.

COUNCIL PRESENT: Mayor Wosje, Councilmembers Gregor, Pointner, Peterson, Aldrich, and Nelson.

COUNCIL ABSENT: Councilmember Spoonheim.

STAFF PRESENT: City Manager Callister, Deputy City Manager Solano, Public Safety Director Fadden, Fire Chief Coppa, Public Works Director Thompson, Community and Economic Development Director Fernelius, Parks and Recreation Director Tomlinson, Human Resources Director Timpone, Finance Director Rich, and City Attorney Mattick.

Plymouth Forum

Scott Johnson, 15420 3rd Avenue N., thanked Public Works Director Thompson and his crew for repairing a grass berm, expressed his concern regarding the changed parking signage for city events, and addressed the use of E-bikes on the Luce Line trail.

Betsy Moore, 6110 Ranier Lane N., expressed her support for the LGBTQ community and congratulated the Plymouth Police Department on their interaction with the LGBTQ community.

Public Safety Director Fadden noted that parking signs should have been covered for city center events, and staff will notify the Sheriff's Office of that situation.

Presentations and Public Information Announcements

There were no presentations or public information announcements.

Approval of Agenda

Motion was made by Councilmember Gregor, and seconded by Councilmember Nelson, to add the electric bike discussion that was originally scheduled for the June 10 study session to the regular meeting agenda. Motion was made by Councilmember Pointner, and seconded by Peterson, to approve the amended agenda. With all members voting in favor, the motion carried.

Consent Agenda

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

- (6.1) Council minutes from special and regular meeting of May 27, 2025.

- (6.2) Resolution approving disbursements ending May 30, 2025 (Res2025-159).
- (6.3) Resolution adopting amended 2024 budget (Res2025-160), Resolution approving transfer between funds (Res2025-161).
- (6.4) Resolution awarding contract for lower-level restroom renovation project at City Hall building (Res2025-162).
- (6.5) Resolution approving United States Conference of Mayors travel request (Res2025-163).
- (6.6) Resolution approving temporary liquor license application of Luce Line Brewing Co., LLC (Res2025-164).
- (6.7) Resolution approving the filling of wetlands and the wetland replacement plan application for the Station 73 Trip Project (ST230003) (Res2025-165).
- (6.8) Resolution approving the facility expansion costs for Pets Under Police Security (PUPS) (Res2025-166).

With all members voting in favor, the motion carried.

Public Hearings

There were no public hearings scheduled.

General Business

(8.1) Award contract for the Red Roof Inn demolition (TRN25001)

Public Works Director Thompson presented this item and added Veit and Company Inc., provided the low bid. He stated the demolition will be contained to the site and will not restrict any businesses. He added there would be a penalty to Veit and Company Inc., if the time deadline was not met.

Public Safety Director Fadden stated his department will conduct law enforcement training at the site before the demolition and will notify City Council members of those events.

Motion was made by Councilmember Peterson, and seconded by Councilmember Gregor, to adopt Resolution awarding contract for Red Roof Inn demolition (TRN25001) (Res2025-167). With all members voting in favor, the motion carried.

(8.2) Approve council strategic priorities

Deputy City Manager Solano presented this item, discussed the value of the strategic priorities and outcomes, provided an overview of the city's vision, and detailed the next steps.

In response to questions from the City Council, Deputy City Manager Solano and Public Works Director Thompson provided the following information:

- Priority updates will be discussed with the City Council on a bi-annual basis, with the potential for an online platform to report on outcomes
- There will be a discussion with committees, council, and community representatives on the energy action plan

City Council thanked city staff for their hard work and thoughtful planning on the strategic priorities.

Motion was made by Councilmember Gregor, and seconded by Councilmember Pointner, to adopt Resolution approving 2025-2027 council strategic priorities (Res2025-168). With all members voting in favor, the motion carried.

(8.3) Electric Bicycle Discussion

Public Safety Director Fadden presented this item, and defined E-bikes and E-motorbikes. He also reviewed the state statutes, the age and license requirements, allowable locations, and highlighted safe operations.

Public Safety Director Fadden reviewed resident concerns and stated his plan for users of E-bikes and E-motorbikes is to provide awareness and education, partnering with the Parks and Recreation Department.

In response to questions from the City Council, Public Safety Director Fadden and Parks and Recreation Director Tomlinson provided the following information:

- The Police Department's main focus is prevention, education, and awareness
- Believes in positive reinforcement but does allow his officers discretion if necessary
- Three Rivers Parks is hosting a bike safety program and has installed new signage to help with resident education
- Clarified that E-bikes are not considered a motorized vehicle

Reports and Staff Recommendations

City Manager Callister updated the City Council on the State legislative session, noting the City Center TIF districts are included in the tax bill, and action was not taken on the local sales tax.

Adjournment

Mayor Wosje adjourned the regular meeting at 8:08 p.m.

Jodi Gallup, City Clerk/Administrative Coordinator

To: Dave Callister, City Manager

Prepared by: Tammy Geurkink, Accounting Specialist

Reviewed by: Andrea Rich, Finance Director

Item: **Approve disbursements**

1. Action Requested:

Adopt resolution approving disbursements.

2. Background:

Attached are lists of city fund disbursements for the period ending 6/13/2025.

3. Budget Impact:

Not applicable.

4. Attachments:

1. Invoice Expense Distribution
2. City Council Resolution 2025-169

Invoice Expense Distribution for Period Ended 6/13/25 Council Meeting 6/24/25

FUND	100	General Fund	354,656.24
	200	Recreation Fund	69,590.09
	210	Parker's Lake Cemetery Maint	1,287.27
	215	Destination Marketing Org Fund	11,574.05
	220	Transit System Fund	9,556.26
	234	Economic Development Fund	0.00
	240	Lawful Gambling	10,000.00
	250	Comm Dev Block Grant Fund	45,819.55
	254	HRA Section 8 Fund	6,074.91
	254	HAP Check Summary	355,870.02
	258	HRA General Fund	1,751.84
	280	Opioid Settlement Fund	0.00
	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	219,162.02
	401	Minnesota State Aid Fund	0.00
	404	Community Improvement	0.00
	405	Park Replacement Fund	12,628.99
	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	1,031,763.54
	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	0.00
	434	TIF 7-10 Sands	0.00
	435	Plymouth Creek Center Expansion	0.00
	436	Doran Bassett Creek	0.00
	437	CON - Fire Stations	0.00
	438	TIF 7-12-Prudential/Blvd	0.00
	500	Water Fund	281,031.76
	510	Water Resources Fund	29,804.51
	520	Sewer Fund	709,195.45
	530	Solid Waste Management Fund	10,895.10
	540	Ice Center Fund	30,038.32
	550	Field House Fund	7,498.75
	600	Central Equipment Fund	545,594.39
	610	Public Facilities Fund	438,339.46
	620	Information Technology Fund	109,780.09
	630	Risk Management Fund	16,599.43
	640	Employee Benefits Fund	389,158.05
	660	Resource Planning	810.00
	700	Parkers's Lake Cemetery	0.00
	800	Investment Trust Fund	0.00
	850	Plymouth Town Square	5,481.09
	851	Vicksburg Crossing	0.00

Total Invoice Expense Distribution:

4,703,961.18

CITY OF PLYMOUTH

RESOLUTION No. 2025-169

RESOLUTION APPROVING DISBURSEMENTS ENDING JUNE 13, 2025

WHEREAS, a list of disbursements for the period ending June 13, 2025 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	\$ 502,483.46
Construction & Debt Service	\$ 1,263,554.55
Enterprise & Internal Service	\$ 2,574,226.40
Housing Redevelopment	<u>\$ 7,826.75</u>
Check Register Total	\$ 4,348,091.16

US Bank – Housing Assistance Payments

Housing & Redevelopment Authority	<u>\$ 355,870.02</u>
	\$ 355,870.02

GRAND TOTAL FOR ALL FUNDS \$ 4,703,961.18

Additionally, the US Bank Check Register amounts split by type of payment follow:

EFT	113,763.37
Check (#175730-176155)	4,234,327.79
Total	\$ 4,348,091.16

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Shawn Drill, Senior Planner

Reviewed by: Grant Fernelius, CED Director

Item: **Approve site plan amendment for expansion of Latuff's Pizzeria, 10820 Highway 55 (Tushie Montgomery Architects - 2025027)**

1. Action Requested:

Adopt attached resolution approving a site plan amendment for Tushie Montgomery Architects to allow a roughly 1,070 square-foot kitchen addition onto the north (rear) side of Latuff's Pizzeria, as recommended by the Planning Commission.

Approval requires a 4/7 vote of the City Council.

2. Background:

On June 4, the Planning Commission reviewed the proposal and subsequently voted unanimously to recommend approval. Other than the applicant, no one from the public wished to speak on the matter. The Planning Commission minutes and report are attached.

Notice of the Planning Commission's public meeting was mailed to all property owners within 200 feet of the site. Development signage was also placed on the site.

3. Budget Impact:

N/A

4. Attachments:

1. Planning Commission Report
2. Minutes
3. Location Map

4. Project Narrative
5. Expansion Plans
6. City Council Resolution 2025-170

To: Planning Commission

Prepared by: Shawn Drill, Senior Planner

Reviewed by: Grant Fernelius, CED Director

Item: **Site plan amendment for expansion of Latuff's Pizzeria,
10820 Highway 55 (Tushie Montgomery Architects - 2025027)**

1. Action Requested:

Review the request and move to recommend its approval to the City Council, subject to the conditions in the resolution.

2. Background:

See attached Planning Report.

3. Budget Impact:

N/A

4. Attachments:

1. Planning Report
2. Location Map
3. Project Narrative
4. Expansion Plans
5. Resolution

To: Plymouth Planning Commission

From: Shawn Drill, Senior Planner (763-509-5456)
Community and Economic Development Department

Subject: Tushie Montgomery Architects – site plan amendment to allow a roughly 1,070 square-foot kitchen addition onto the north (rear) side of Latuff’s Pizzeria, 10820 Highway 55 (City File No. 2025-027)

Deadline: September 5, 2025

SUMMARY

The applicant is requesting approval of a site plan amendment to allow an addition onto the north side of Latuff’s Pizzeria, 10820 Highway 55. Under the plan, the restaurant’s kitchen would be expanded by roughly 1,070 square feet, primarily to accommodate needed cooler and storage space.

RECOMMENDED ACTION

Community and Economic Development Department staff is recommending approval of the request, subject to the conditions in the attached resolution.



SITE INFORMATION

Zoning and Land Use

The site is zoned C-3 (highway commercial), and is guided C (commercial) on the city's comprehensive plan.

	Use	Zoning	Land Use Designation (2040 Comprehensive Plan)
Subject Property	Latuff's Pizzeria, 10820 Hwy. 55	C-3	C
North	<u>To the West:</u> Sun Valley Manufactured Housing Community	RMF-2 (multi-family 2)	LA-4 (living area 4)
	<u>To the East:</u> Parking lot for Aurora Office Building, 10700 Hwy. 55	C-3	C
West of Frontage Rd	Holiday StationStore, 10900 Hwy. 55	C-3	C
East	Multi-tenant Commercial Building, 10730 Hwy. 55	C-3	C
South of Hwy. 55	Plymouth Metrolink Park-and-Ride Ramp	C-2 (neighborhood commercial)	C

Site Characteristics

The Latuff's Pizzeria site contains roughly one acre. The subject site: 1) lies in the Bassett Creek drainage district; 2) is not located within the flood plain or shoreland overlay district; and 3) does not contain any wetlands.

Previous City Actions Affecting Property

The existing building was originally constructed as a Country Kitchen restaurant in 1969, and presently contains 3,940 square feet.

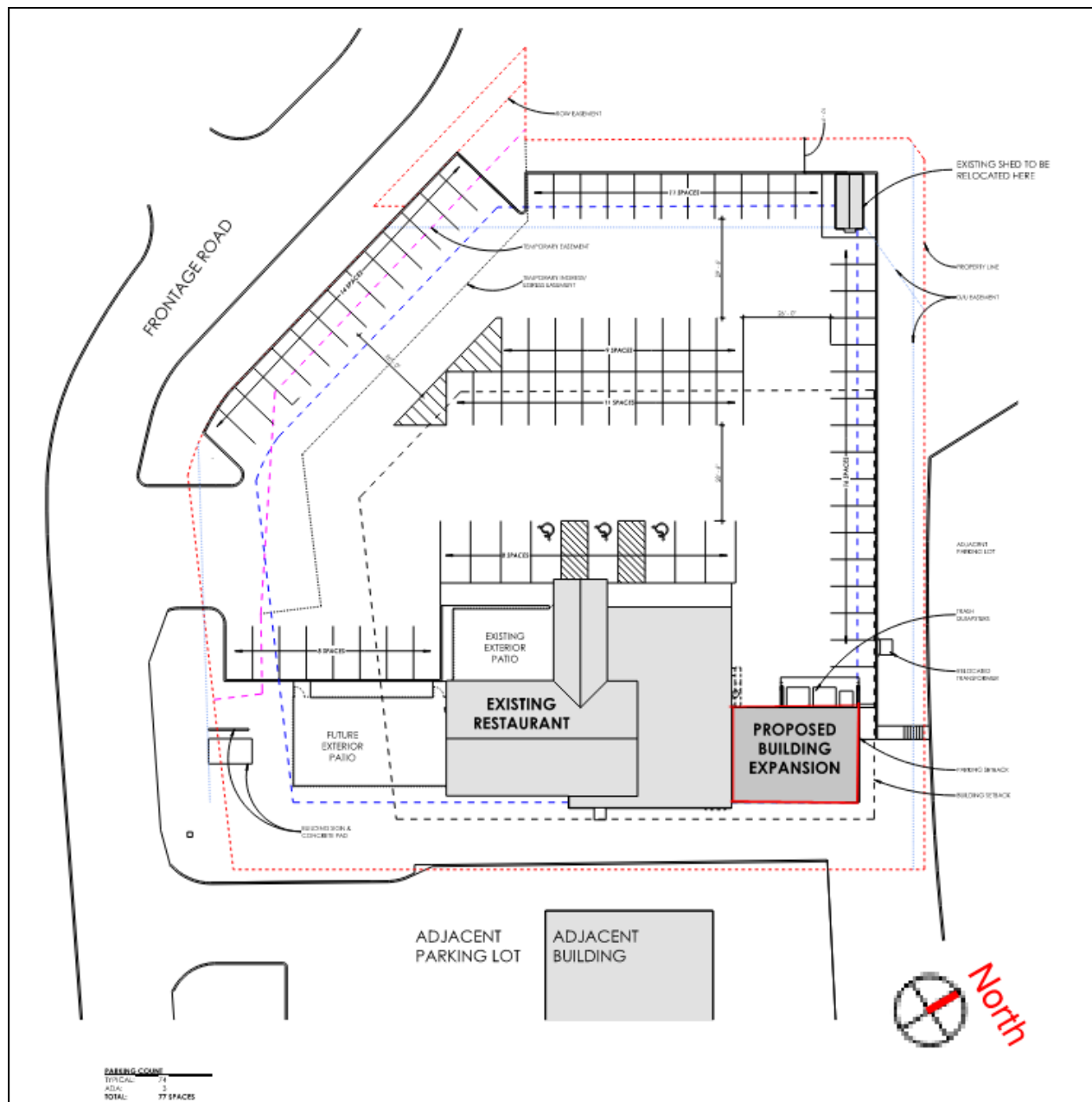
A current city street project in the area is requiring the reconfiguration of the parking lot to remove the front row of parking spaces from partially encroaching into the public right-of-way.

ANALYSIS

The applicant is requesting a site plan amendment to allow a roughly 1,070 square-foot kitchen addition onto the north (rear) side of the building. The proposed site plan is provided below (a full copy of the plans, including building elevations, is attached).

Most commercial and industrial site plan amendments are able to be reviewed and approved administratively by city staff. However, because this site is located within 200 feet of residential property (it abuts the Sun Valley Manufactured Housing Community), the requested site plan amendment must be reviewed and considered by the Planning Commission and City Council.

Proposed Site Plan



Parking

Based on the size of the existing dining/bar area and proposed kitchen area within the restaurant, the city's parking regulations would require 83 parking spaces. However, there are presently 76 parking spaces on the site. With the related parking lot reconfiguration, 77 parking spaces would be provided on the site. Staff finds that 77 parking spaces would be adequate to serve the use, as there are no parking issues presently related to the site. The proposed kitchen expansion would not result in more seating capacity, traffic generation, or the need for more parking. It would simply provide the additional kitchen space needed for refrigeration, freezers, and dry storage.

Building Design and Materials

The design and materials for the proposed addition would match the existing restaurant building, in compliance with city regulations. Vertical wood plank siding would be painted to blend in with the rest of the building. Additionally, the proposed addition would be the same height as the existing building.

Relocation of Storage Shed

An existing 8-foot by 16-foot accessory storage shed would be relocated from the area of the proposed addition to the northwest corner of the site. The proposed shed location would comply with all city regulations.

Trash Handling

A new trash enclosure would be located behind the existing building, and along the west wall of the proposed addition. A condition of approval in the attached resolution requires that doors be installed on the enclosure to contain the trash and conceal the dumpsters.

Landscaping

The city's landscaping regulations require the planting of one new tree on the site in relation to the proposed building expansion. A condition of approval in the attached resolution addresses this requirement.

Future Exterior Patio

The site plan shows the existing outdoor patio seating area and a future/potential outdoor patio seating area. The future/potential outdoor patio seating area (shown for the area south of the building) is not a part of this site plan amendment request, and would require its own separate review and city approval – if the owner decides to pursue it in the future.

LEVEL OF DISCRETION IN DECISION-MAKING

The city's discretion in approving or denying a site plan amendment is limited to whether the proposal complies with the comprehensive plan and zoning ordinance requirements. If it meets these standards, the city must approve the site plan amendment.

FINDINGS

Staff finds that the proposed building expansion would be consistent with the comprehensive plan's C (commercial) guiding designation for the site and that the request would comply with all C-3 zoning regulations, including those pertaining to building setback, building height, and building design and materials.

PUBLIC NOTICE

Mailed notice of the public meeting was sent to all property owners within 200 feet of the site. Development signage was also posted on the site. The map shows a 200-foot radius around the Latuff's Pizzeria site.



Proposed Minutes Planning Commission Meeting June 4, 2025

COMMISSIONERS PRESENT: Chair Michael Boo, Marc Anderson, Julie Olson, Bill Wixon, Josh Fowler, Neha Markanda, and Jim Willis

COMMISSIONERS ABSENT: None

STAFF PRESENT: Planning Manager Lori Sommers, Senior Planner Kip Berglund, Senior Planner Shawn Drill, and Economic Development Coordinator Jennifer Erickson.

New Business

(6.1) Site plan amendment for expansion of Latuff's Pizzeria, 10820 Highway 55 (Tushie Montgomery Architects – 2025027)

Senior Planner Drill presented the staff report.

Commissioner Anderson asked for details on the proposed materials.

Senior Planner Drill commented that the existing building has red vertical lap siding that would continue to be used for the addition.

Commissioner Fowler commented on two temporary easements noted on the plat and asked for more information.

Senior Planner Drill explained that independently, there is a city project for the frontage road, which will reconfigure a portion of the parking lot.

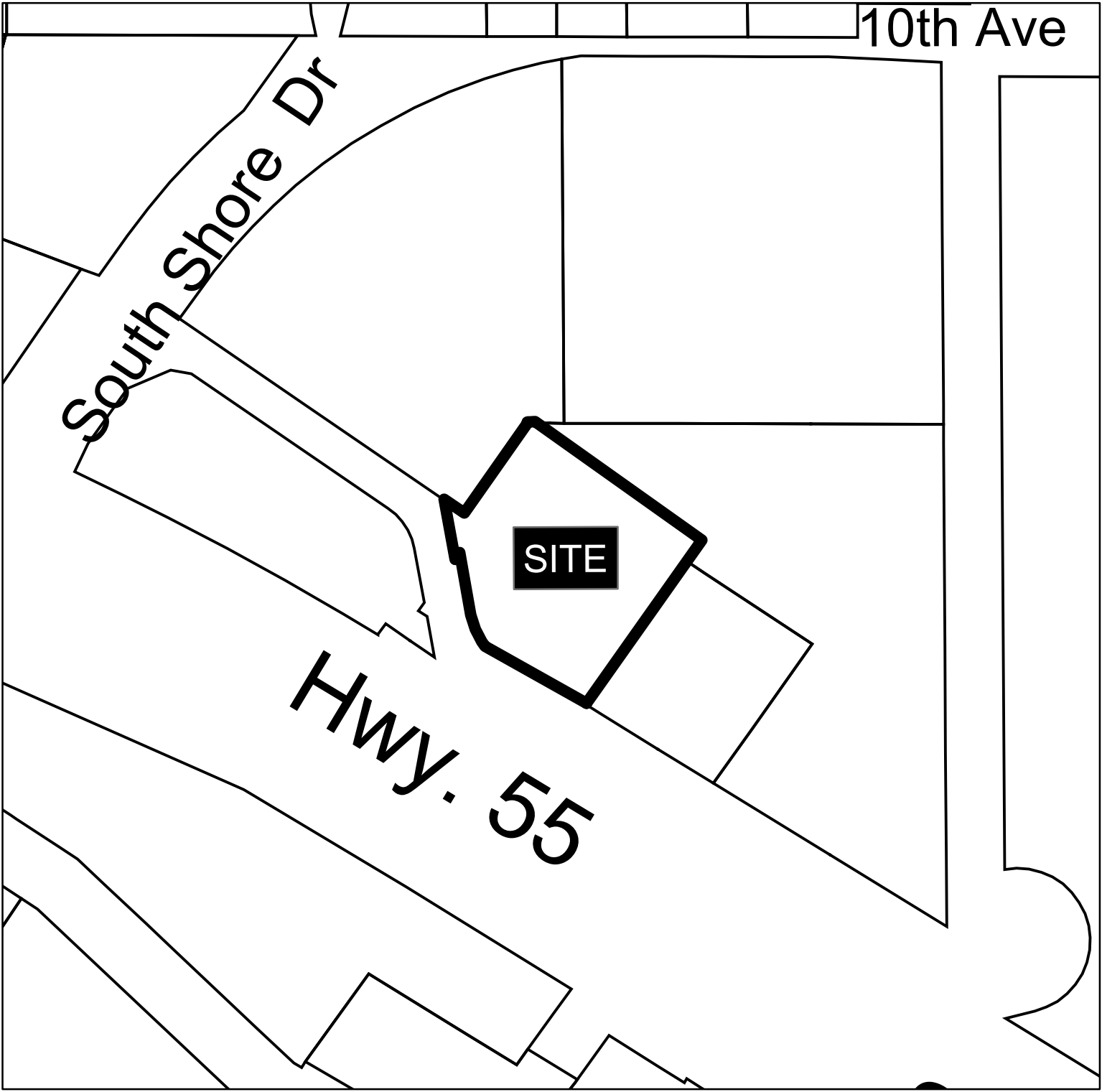
Commissioner Anderson commented that the restaurant has been an institution in the community with great pizza. He asked if the expansion would add new items to the menu.

Chair Boo introduced Wong Nystrom, owner of Latuff's Pizzeria, who commented that the addition will provide them with the space to offer breakfast in addition to the current offerings.

Commissioner Wixon asked how long the applicant has owned the business.

Mr. Nystrom replied that he purchased the business in April of 2024.

Motion was made by Wixon, and seconded by Commissioner Markanda, to recommend approval of a site plan amendment for expansion of Latuff's Pizzeria at 10820 Highway 55, subject to the conditions within the resolution. With all Commissioners voting in favor, the motion carried.



2025-027
Latuff's Pizzeria
10820 Hwy. 55
Site Plan Amendment



Rec. 5-8-2025

TUSHIE MONTGOMERY ARCHITECTS

7645 Lyndale Avenue South, Suite 100
Minneapolis, MN 55423
612.861.9636
joeruberg@gmail.com

Shawn Drill

Senior Planner
City of Plymouth, Minnesota
3400 Plymouth Blvd
Plymouth, MN 55447
763.509.5456
SDrill@plymouthmn.gov

To Whom it May Concern:

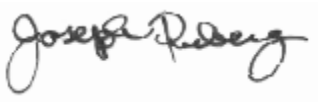
I am providing architectural services to Quang Nystrom, the Owner of the Latuff's Pizzeria, in planning a small addition to the back of his building. This building is located at 10820 Hwy 55, Plymouth, MN 55441. This narrative is part of a Site Plan Amendment Application. Documents for this Application have been sent separately.

The existing restaurant, Latuff's Pizzeria, is intending to construct a small storage addition to the back of the building. This newly created storage room will free up space in the existing restaurant to expand the kitchen and allow for a breakfast line. The project will be similar in height, materials and design to the existing restaurant. Also included in the construction work is the creation of a new trash enclosure.

The existing structure is 3,940 sf. The addition is 1,074 sf. The completed building would be 5,014 sf. One newly planted tree will be included in the scope of work.

Thank you for your cooperation and review of our proposed project. We look forward to working with you and the city through this planning process.

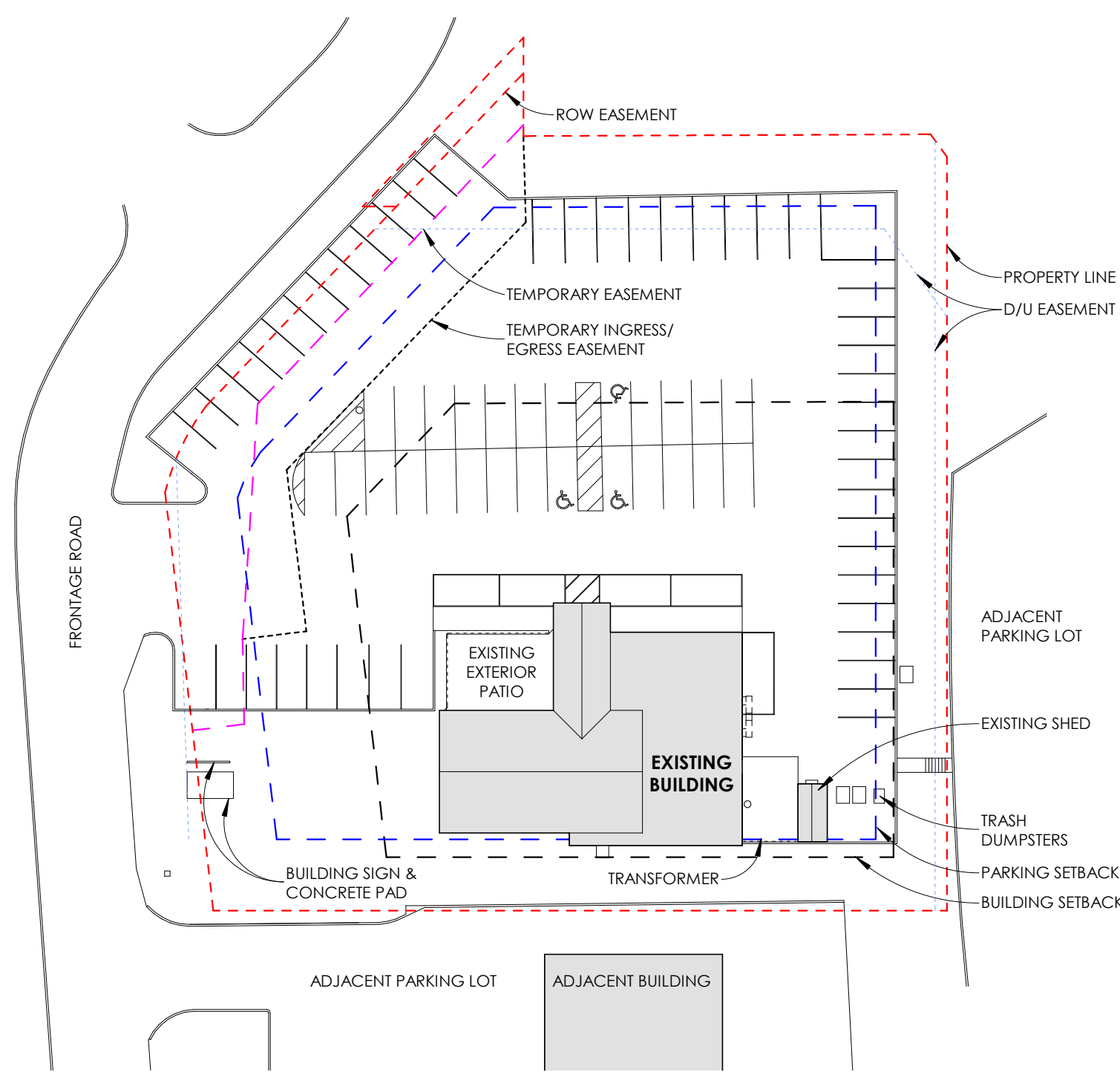
Sincerely,



Joseph Ruberg
Tushie Montgomery Architects

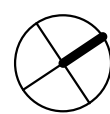
City File No. 2025-027

(Plans Rec. 5-23-2025)

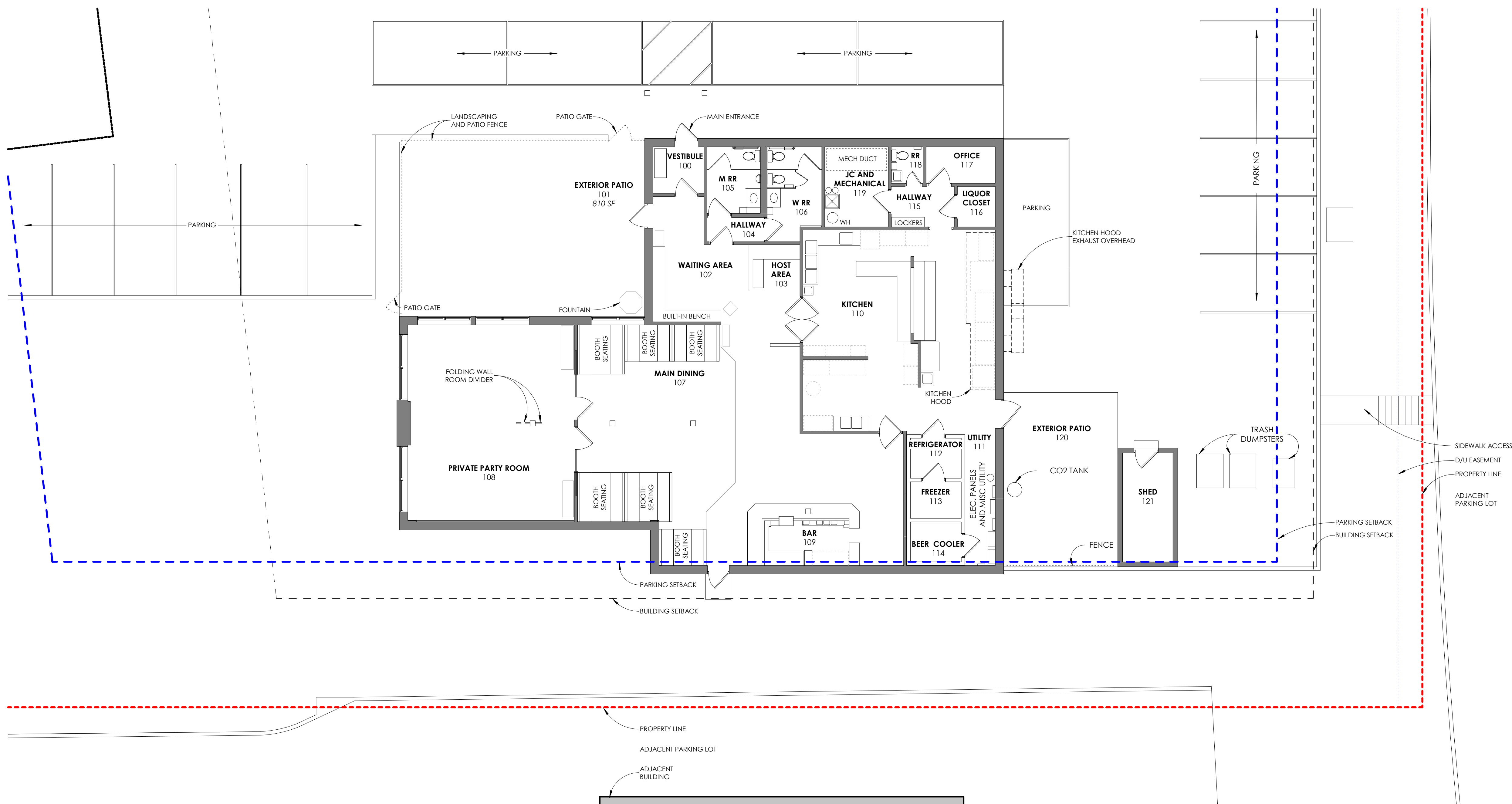


PARKING COUNT
EXISTING TYP: 74
ADA: 3
TOTAL: 77 SPACES

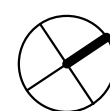
1 | Existing Site Plan
SCALE: 1" = 40'-0"

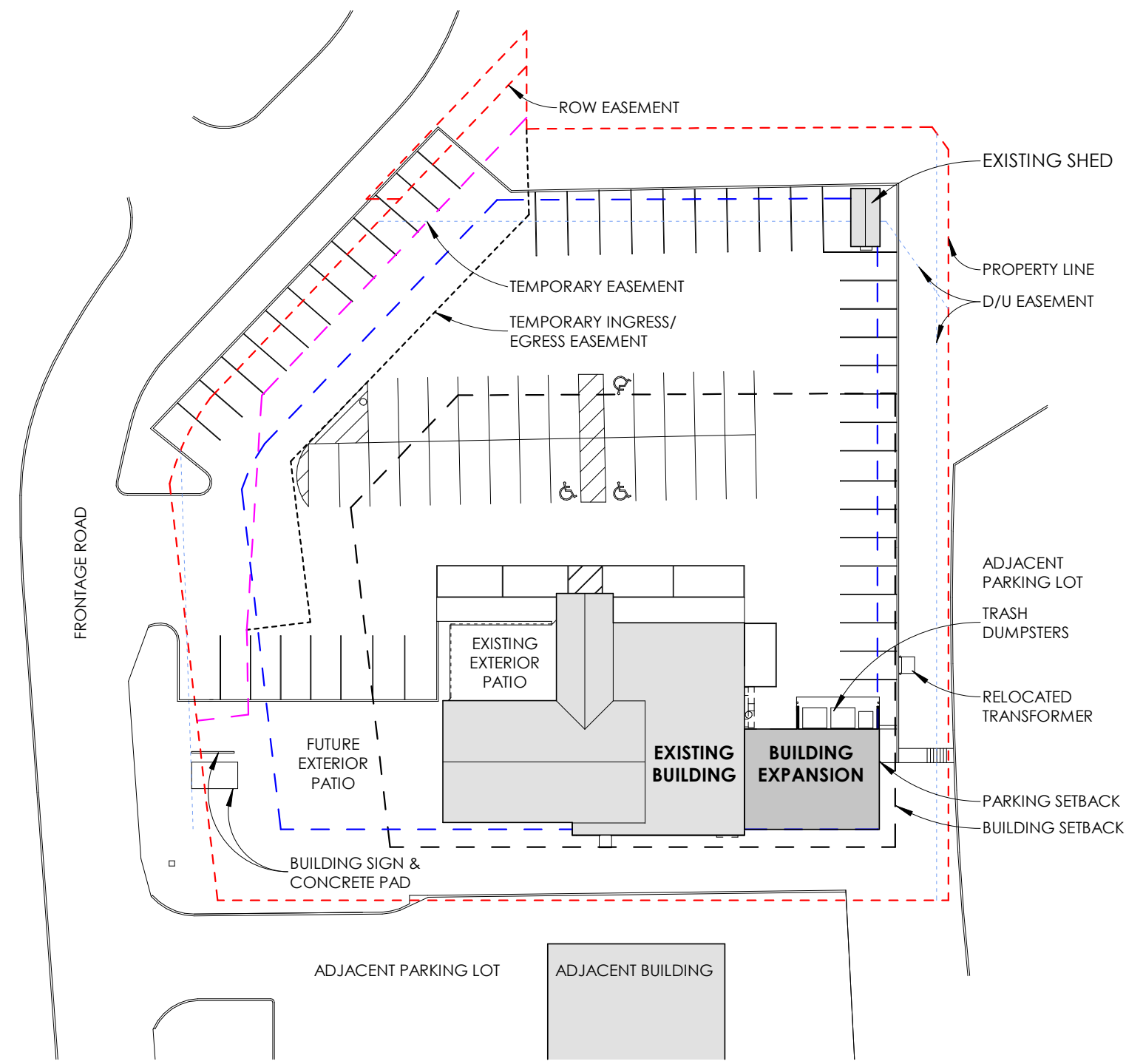


EXISTING BUILDING
3,940 SF
150 INTERIOR SEATS
40 EXTERIOR SEATS
190 TOTAL EXISTING SEATING



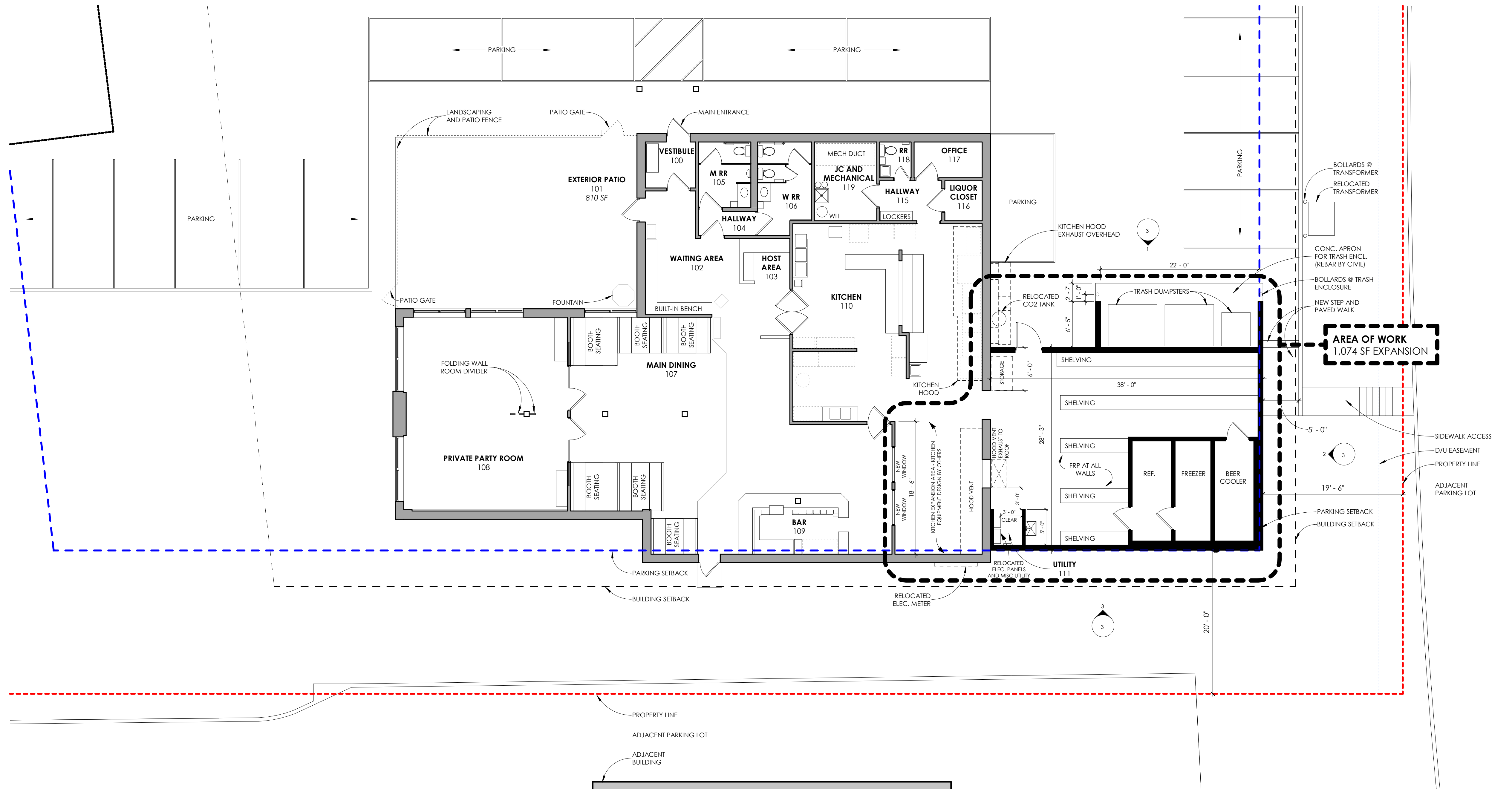
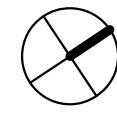
2 | Floor Plan - Existing Conditions
SCALE: 1/8" = 1'-0"





PARKING COUNT	
EXISTING:	74
ADA:	3
TOTAL:	77 SPACES

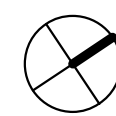
1 | Proposed Site Plan
SCALE: 1" = 40'-0"

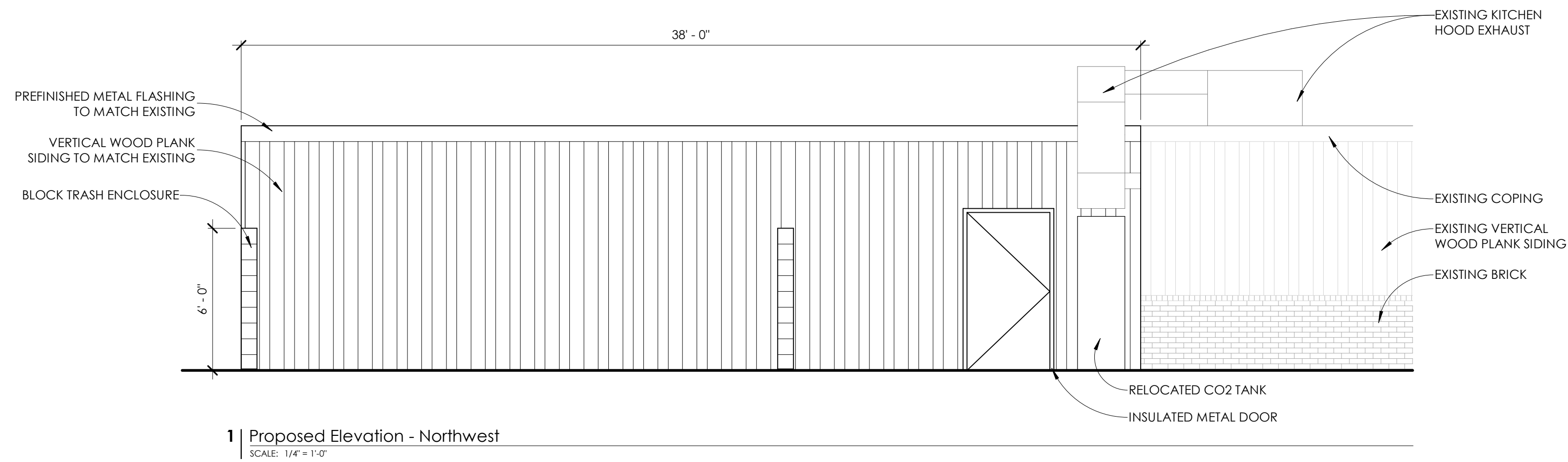


EXISTING BUILDING
3,940 SF
150 INTERIOR SEATS
40 EXTERIOR SEATS
190 TOTAL EXISTING SEATING

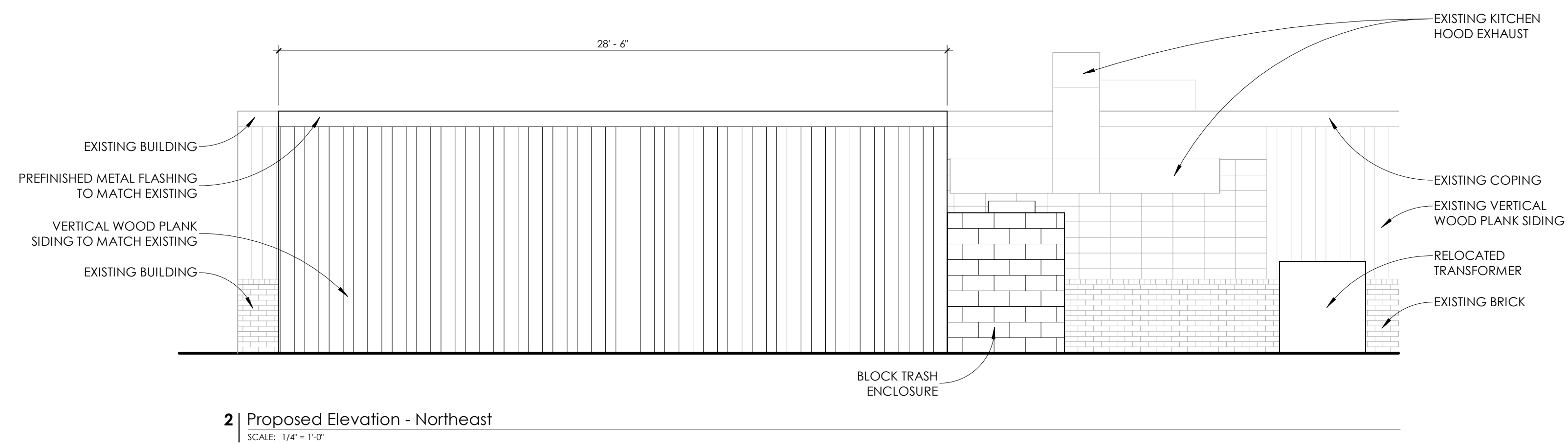
AREA OF WORK
1,074 SF EXPANSION

2 | Proposed Plan
SCALE: 1/8" = 1'-0"

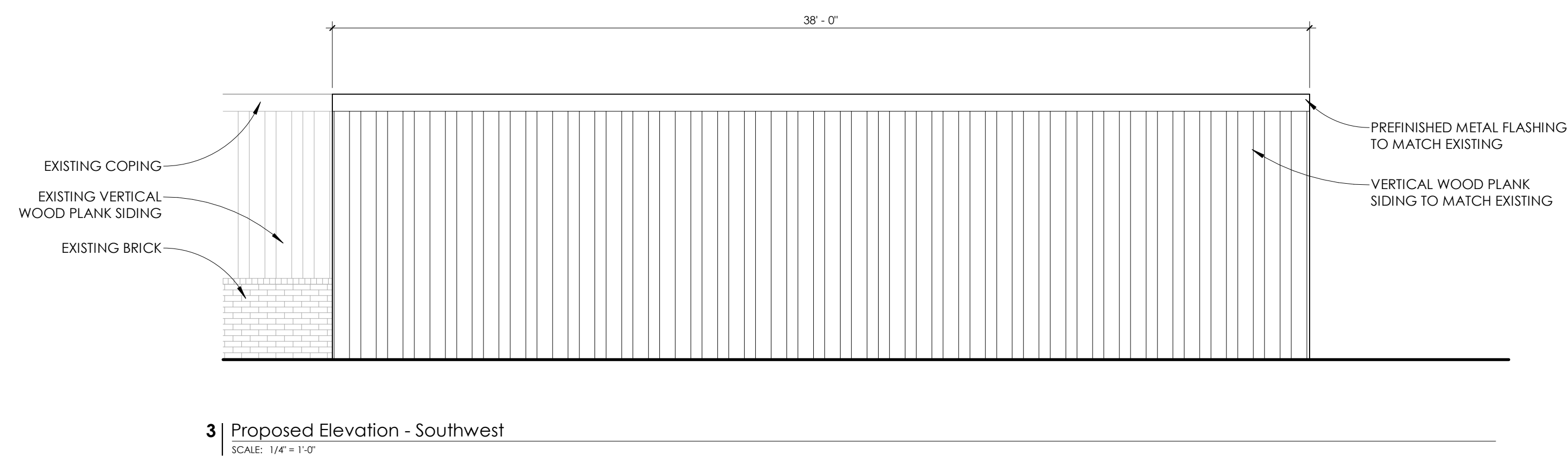




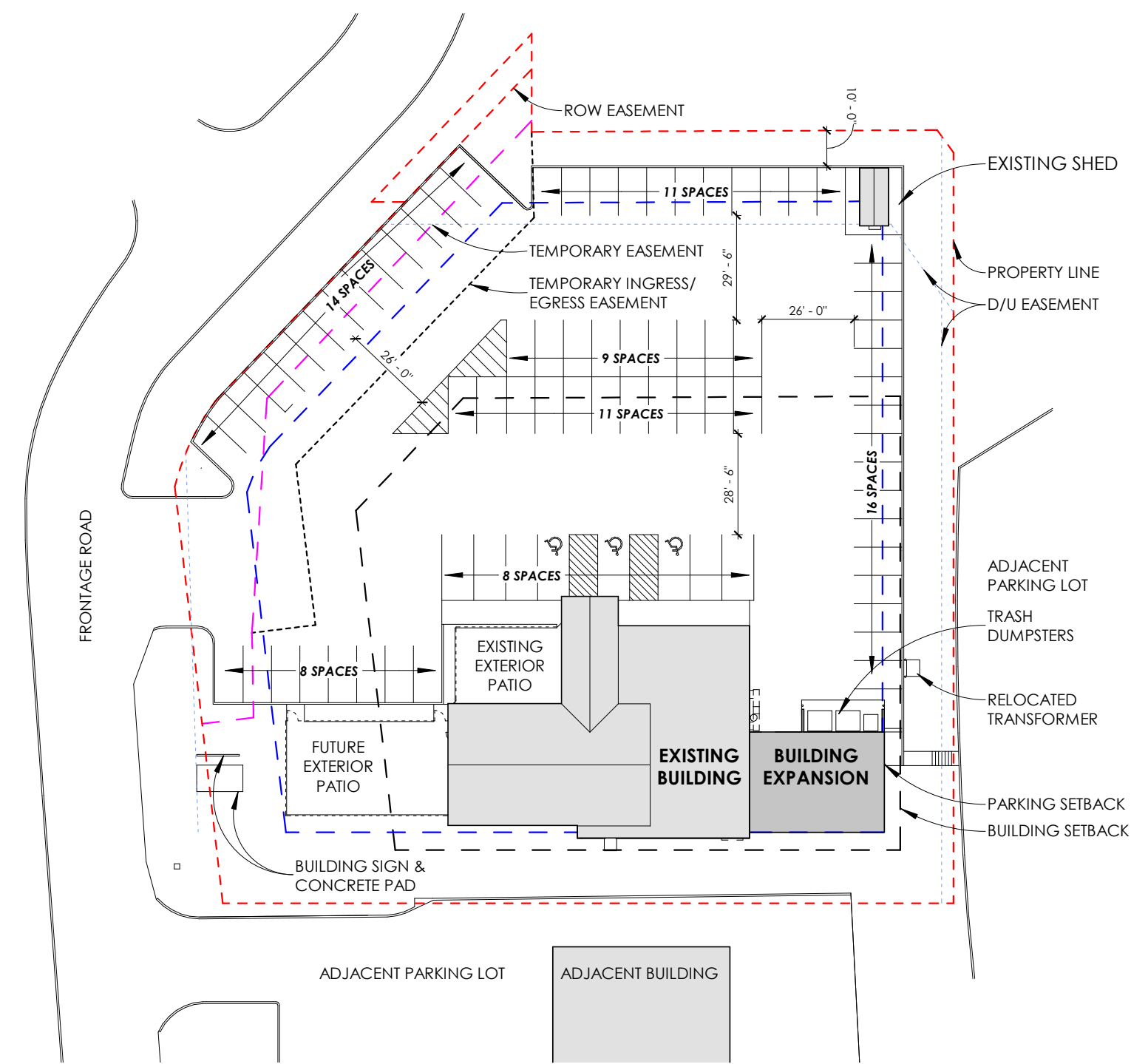
1 Existing Conditions NW



2 Existing Conditions NE

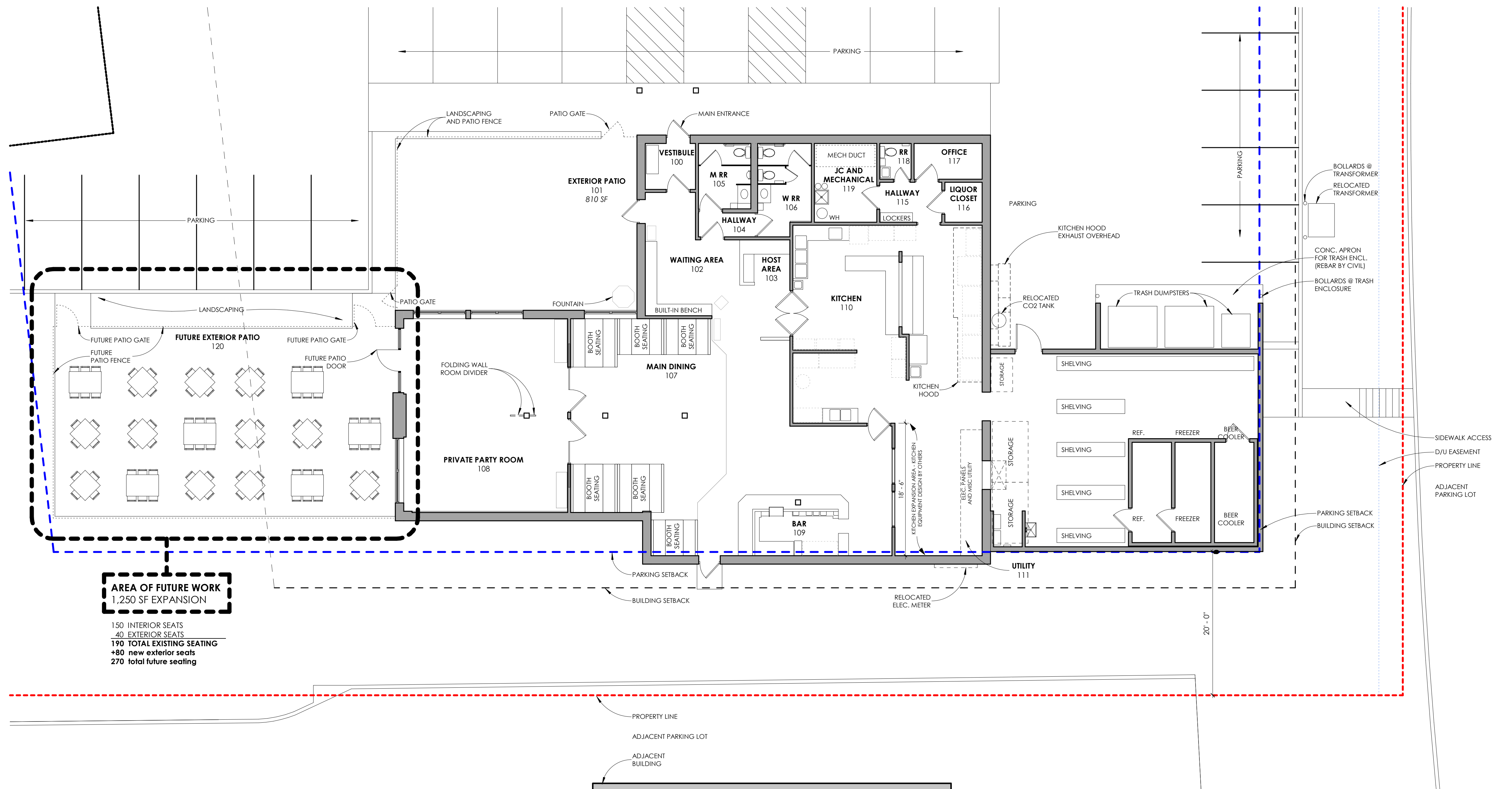


3 Existing Conditions SW



PARKING COUNT	
TYPICAL:	74
ADA:	3
TOTAL:	77 SPACES

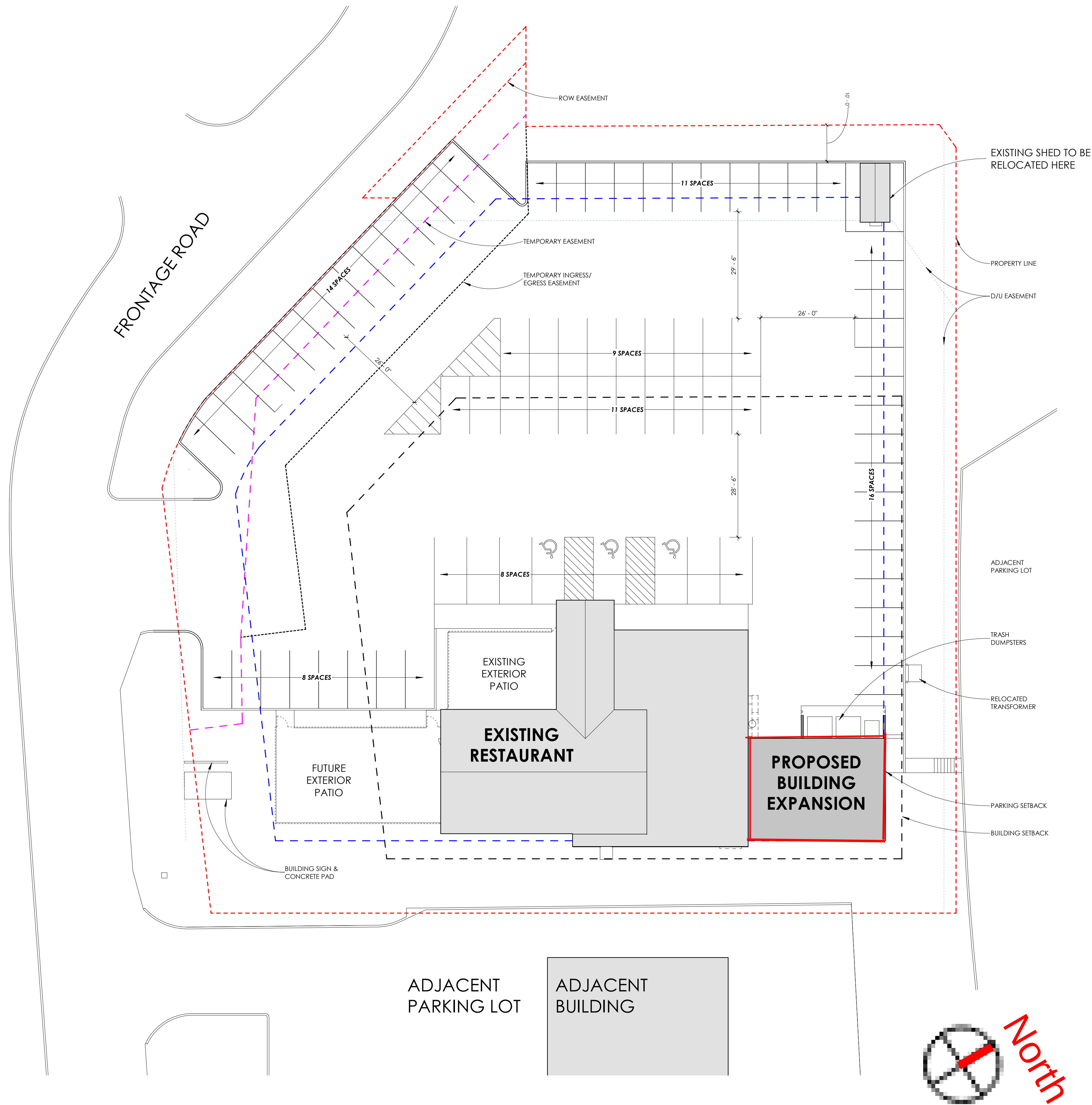
1 | Future Site
SCALE: 1" = 40'-0"



**AREA OF FUTURE WORK
1,250 SF EXPANSION**

150 INTERIOR SEATS
40 EXTERIOR SEATS
190 TOTAL EXISTING SEATING
+80 new exterior seats
270 total future seating

2 | Future Patio Expansion
SCALE: 1/8" = 1'-0"



PARKING COUNT	
TYPICAL:	74
ADA:	3
TOTAL:	77 SPACES

1 | Future Site Plan
SCALE: 1/16" = 1'-0"

CITY OF PLYMOUTH

RESOLUTION No. 2025-170

RESOLUTION APPROVING SITE PLAN AMENDMENT FOR TUSHIE MONTGOMERY ARCHITECTS TO ALLOW EXPANSION OF LATUFF'S PIZZERIA, 10820 HIGHWAY 55 (2025027)

WHEREAS, Tushie Montgomery Architects has requested a site plan amendment to allow expansion of Latuff's Pizzeria, 10820 Highway 55; and

WHEREAS, the Planning Commission has reviewed said request at a duly called public meeting and recommends approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Tushie Montgomery Architects for a site plan amendment for expansion of Latuff's Pizzeria, 10820 Highway 55, subject to the following conditions:

1. A site plan amendment is approved to allow construction of a roughly 1,070 square foot kitchen addition on the north (rear) side of the existing building, in accordance with the application and plans received by the city on April 29 and May 23, 2025, except as may be amended by this resolution.
2. **Prior to commencement of the project**, the applicant shall obtain the required city permits, and any required erosion control measures shall be in place.
3. **Prior to issuance of the building permit**, the applicant shall fulfill the requirements, submit the required information, and revise the plans as indicated below, consistent with the applicable city code, zoning ordinance, and engineering guidelines:
 - a. Doors shall be installed on the trash enclosure.
 - b. One new 2.5-inch (minimum caliper) tree shall be planted on the site.
4. Building code items:
 - a. Building Code-related requirements will be addressed at building permit application submittal.
 - b. A Minnesota licensed architect will need to prepare plans and specifications for building permit submittal.
 - c. A Minnesota licensed engineer will need prepare structural plans and specifications for building permit submittal.
 - d. Sewer Availability Charge (SAC) determination letter is required. Contact the Metropolitan Council for submittal requirements at: sacprogram@metc.state.mn.us.
 - e. If any food or beverage is being provided, a Health Department Letter of Approval is required for any commercial kitchen and food service before we can issue the building

permit. Contact Hennepin County Human Services Department, Public Health Protection, Epidemiology and Environmental Health, 612-543-5200.

f. Soil geotechnical report will be required at building permit submittal.

5. Standard Conditions:

- a. Any mechanical equipment shall be screened or painted to match the building, pursuant to zoning ordinance regulations.
- c. Any new exterior lighting shall comply with the city's lighting regulations, including those for BUG (backlight/uplight/glare) rating of fixtures and curfew.
- d. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.
- e. The site plan amendment shall expire one year after the date of approval, unless the property owner or applicant has started the project, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 21045.09 of the zoning ordinance.

APPROVED by the City Council on this 24th day of June, 2025.

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 June 24, 2025, 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 _____, _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Shawn Drill, Senior Planner

Reviewed by: Grant Fernelius, CED Director

Item: **Approve conditional use permit for Philip Tryke to allow an attached garage that would exceed 1,000 square feet in floor area for property located at 2730 Sycamore Lane (Philip Tryke - 2025034)**

1. Action Requested:

Adopt attached resolution approving a conditional use permit for Philip Tryke to allow an attached garage that would exceed 1,000 square feet in floor area for property located at 2730 Sycamore Lane, as recommended by the Planning Commission.

Approval requires a 4/7 vote of the City Council.

2. Background:

On June 18, the Planning Commission reviewed the proposal, conducted the required public hearing, and subsequently voted unanimously to recommend approval. Other than the applicant, no one from the public wished to speak on the matter. The Planning Commission report is attached.

Notice of the Planning Commission's public hearing was published in the city's official newspaper and mailed to all property owners within 500 feet of the site.

3. Budget Impact:

N/A

4. Attachments:

1. Planning Commission Report
2. Minutes

3. Location Map
4. Conditional Use Permit Standards
5. House Photo
6. Site Plan
7. Exterior Elevations
8. Floor and Roof Plan
9. City Council Resolution 2025-171

To: Planning Commission

Prepared by: Shawn Drill, Senior Planner

Reviewed by: Grant Fernelius, CED Director

Item: **Conditional use permit for an attached garage that would exceed 1,000 square feet in floor area, for property located at 2730 Sycamore Lane (Philip Tryke - 2025034)**

1. Action Requested:

Conduct the public hearing and move to recommend approval of the requested conditional use permit, subject to the findings and conditions listed in the attached resolution.

2. Background:

See attached Planning Report.

3. Budget Impact:

N/A

4. Attachments:

1. Planning Report
2. Location Map
3. Conditional Use Permit Standards
4. House Photo
5. Site Plan
6. Exterior Elevations
7. Floor and Roof Plan
8. Resolution

To: Plymouth Planning Commission

From: Shawn Drill, Senior Planner (763-509-5456)
Community and Economic Development Department

Subject: Philip Tryke – Conditional use permit for an attached garage that would exceed 1,000 square feet in floor area, for property located at 2730 Sycamore Lane (City File No. 2025-034)

Deadline: September 17, 2025

SUMMARY

The applicant is requesting a conditional use permit to allow an addition onto his existing two-stall attached garage. The addition would result in a total garage size of 1,136 square feet. A conditional use permit is required for attached accessory buildings that contain over 1,000 square feet in floor area.

RECOMMENDED ACTION

Community and Economic Development Department staff is recommending approval of the request, subject to the conditions in the resolution.



SITE INFORMATION

Zoning and Land Use

The site is zoned RSF-1 (single-family detached 1), and is guided LA-1 (living area 1) on the city's comprehensive plan.

	Use	Zoning	Land Use Designation (2040 Comprehensive Plan)
Subject Property	Single-family home	RSF-1	LA-1
North	Single-family development	RSF-1	LA-1
West (of Sycamore Ln.)	Single-family development	RSF-1	LA-1
East	Single-family development	RSF-1	LA-1
South (of 27th Pl.)	Single-family development	RSF-1	LA-1

Site Characteristics

The subject site contains roughly 24,570 square feet. The site: 1) lies in the Bassett Creek drainage district; 2) is not located within the flood plain or shoreland overlay district; and 3) does not contain any wetlands.

Previous City Actions Affecting Property

The existing home with attached garage was constructed in 1963. The applicant has owned the property since 1984.

ANALYSIS

The applicant is requesting a conditional use permit for an addition onto his existing two-stall attached garage. Under the plan, the existing garage and proposed garage addition would total 1,136 square feet, as follows:

Existing two-stall garage = 512 SF

Proposed garage addition = 624 SF

TOTAL: 1,136 SF

As previously noted, a conditional use permit is required for attached accessory buildings that exceed 1,000 square feet in floor area.

The applicant states that the added garage space would allow for indoor storage of vehicles, lawn maintenance equipment, snow blower, patio furniture, and similar items.

The proposed garage expansion would meet or exceed all zoning requirements, as follows:

- 1) Setback from the west lot line abutting Sycamore Lane would be 82 feet, where a minimum setback of 25 feet is specified;
- 2) Setback from the south lot line abutting 27th Place would be 30 feet, where a minimum setback of 25 feet is specified;
- 3) Setback from the east side lot line would be 40 feet, where a minimum setback of 15 feet is specified; and
- 4) The resulting garage would remain smaller than and clearly accessory to the home (the living portion of the home contains roughly 2,130 square feet).

Proposed Site Plan



Design and Materials

The design, materials, roof pitch, and colors for the proposed addition would match the existing home. Additionally, the proposed garage addition would be the same height as the existing garage.

The applicant states that the proposed angle of the garage addition would help to break up the massing and create visual interest, so that the overall garage size does not appear to be as large as it would if the addition was on the same plane. The applicant also states that the angling of the garage addition would allow the south wall to be parallel with 27th Place, so it fits in nicely with the streetscape and neighborhood. Lastly, the applicant states that angling the garage addition would help to minimize the amount of new driveway needed to access the expanded garage.

A copy of the proposed building elevations and floor plan is attached.

LEVEL OF DISCRETION IN DECISION-MAKING

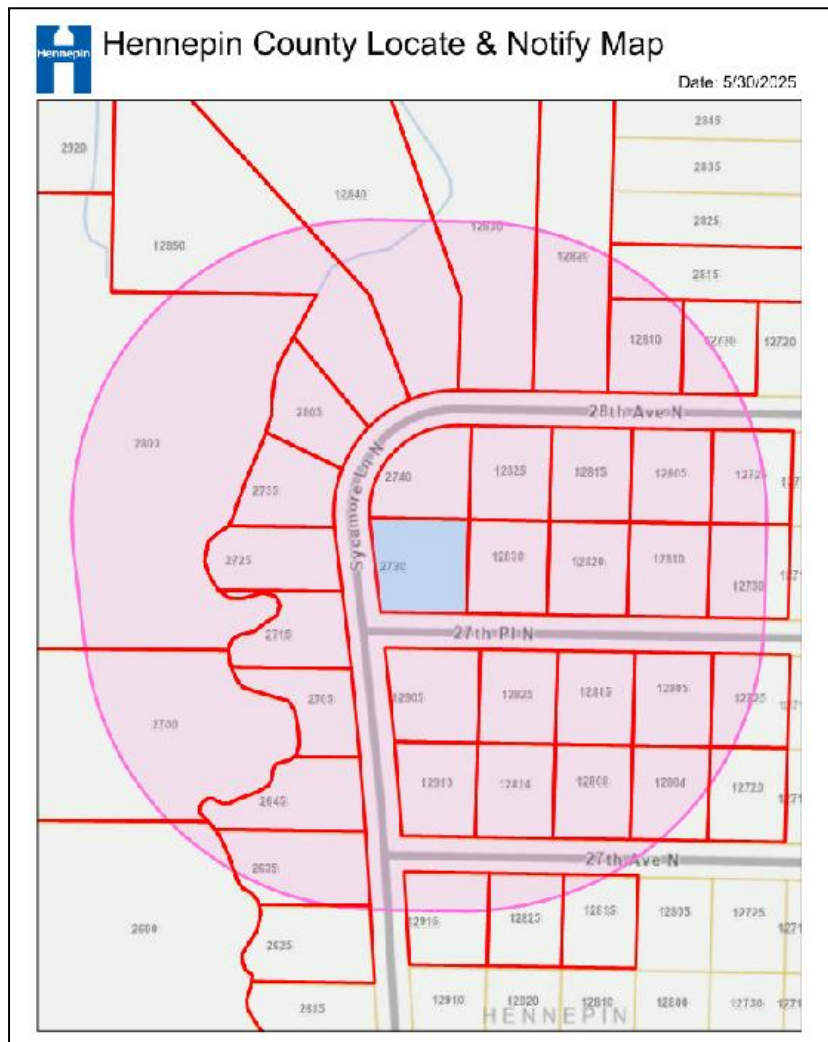
The city's discretion in approving or denying a conditional use permit is limited to whether or not the proposal meets the standards listed in the zoning ordinance. If it meets the specified standards, the city must approve the permit. However, the level of discretion is affected by the fact that some of the standards are open to interpretation.

FINDINGS

The Planning Commission must review the requested conditional use permit for compliance with the standards listed in the zoning ordinance. A copy of the standards is attached. Staff used these standards to review the request and finds it would meet all applicable standards. Specifically, the proposed use would conform to the comprehensive plan, would not have negative effects on public improvements in the area, would not impede the orderly development of the district, nor would it be detrimental to the surrounding properties or the city as a whole.

PUBLIC NOTICE

Notice of the public hearing was published in the city's official newspaper. Mailed notice of the public hearing was sent to all property owners within 500 feet of the site.



Proposed Minutes Planning Commission Meeting June 18, 2025

Chair Boo called a Meeting of the Plymouth Planning Commission to order at 7:00 p.m. in the Council Chambers of City Hall, 3400 Plymouth Boulevard, on June 18, 2025.

COMMISSIONERS PRESENT: Chair Michael Boo, Marc Anderson, Julie Olson, Bill Wixon, Josh Fowler, Neha Markanda, and Jim Willis

COMMISSIONERS ABSENT: None

STAFF PRESENT: Planning Manager Lori Sommers, Senior Planner Shawn Drill, Associate Planner Sohpi Kucera, and City Council Liaison Julie Pointner

Chair Boo led the Pledge of Allegiance.

Call to Order

Public Forum

Approval of Agenda

Motion was made by Commissioner Fowler and seconded by Commissioner Anderson to approve the agenda. With all Commissioners voting in favor, the motion carried.

Consent Agenda

(4.1) Planning Commission minutes from meeting held on June 4, 2025.

(4.2) Planning Commission minutes from special meeting held on June 4, 2025.

Motion was made by Commissioner Olson and seconded by Commissioner Anderson to approve the consent agenda. With all Commissioners voting in favor, the motion carried.

Public Hearing

(5.1) Conditional use permit for an attached garage that would exceed 1,000 square feet in floor area, for property located at 2730 Sycamore Lane (Philip Tryke – 2025034)

Senior Planner Drill presented the staff report.

Chair Boo introduced the applicant, Philip Tryke, who stated that he was available to answer any questions the commission may have.

Chair Boo opened the public hearing.

No comments.

Chair Boo closed the public hearing.

Commissioner Anderson stated that this is a large lot with plenty of room for this and believed it would be a great addition.

Motion was made by Markanda, and seconded by Commissioner Wixon, to recommend approval of a conditional use permit for an attached garage that would exceed 1,000 square feet in floor area, for property located at 2730 Sycamore Lane, subject to the conditions within the draft resolution. With all Commissioners voting in favor, the motion carried.

It was noted that this item will move forward to the City Council for review at the June 24, 2025, meeting.

(5.2) Variances for an oversized detached garage in the front yard for property located at 13522 Sunset Trail (Homeward Bound – 2025035)

Associate Planner Kucera presented the staff report.

Commissioner Anderson asked if the garage door would face Sunset Trail.

Associate Planner Kucera confirmed that to be true and confirmed that the same curb cut access would be used.

Chair Boo introduced the Brent Burg, general contractor for the applicant, who stated that he was present to address any questions the commission may have.

Commissioner Wixon asked what the business does.

Mr. Burg replied that Homeward Bound is a group home, and this location houses six residents. He explained that the garage would allow the ADA van to be parked in the structure. He explained that the attached garage is currently being used for the storage for the residents.

Chair Boo opened the public hearing.

No comments.

Chair Boo closed the public hearing.

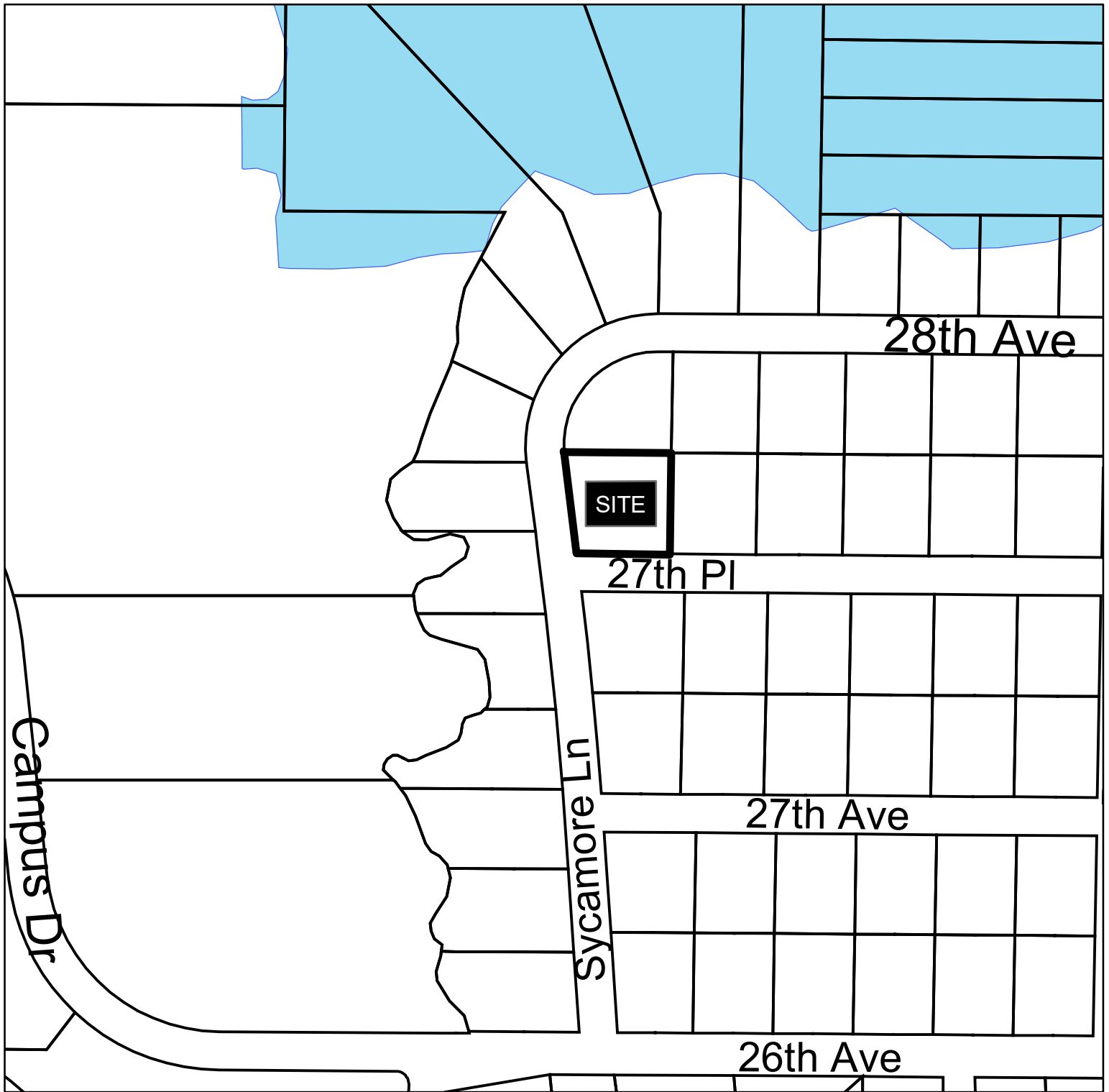
Motion was made by Willis, and seconded by Commissioner Olson, to recommend approval of variances for an oversized detached garage in the front yard for the property located at 15522 Sunset Trail. With all Commissioners voting in favor, the motion carried.

It was noted that this item is scheduled to be reviewed by the City Council at the June 24, 2025, meeting.

New Business

Adjournment

Chair Boo adjourned the meeting at 7:20 p.m.



2025-034
Philip Tryke
2730 Sycamore Ln
Conditional Use Permit



Conditional use permit standards

Subd. 5. The Planning Commission shall consider possible adverse effects of the proposed conditional use. Its judgment shall be based upon (but not limited to) the following factors:

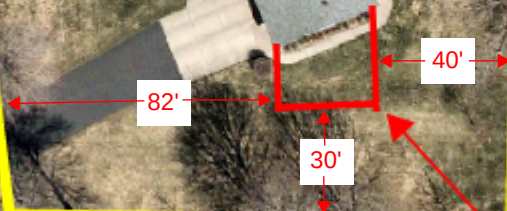
- (a) Compliance with and effect upon the Comprehensive Plan, including public facilities and capital improvement plans.
- (b) The establishment, maintenance or operation of the conditional use will promote and enhance the general public welfare and will not be detrimental to or endanger the public health, safety, morals or comfort.
- (c) The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.
- (d) The establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
- (e) Adequate public facilities and services are available or can be reasonably provided to accommodate the use which is proposed.
- (f) The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located.



Sycamore Ln.

27th Pl.

Sycamore Ln

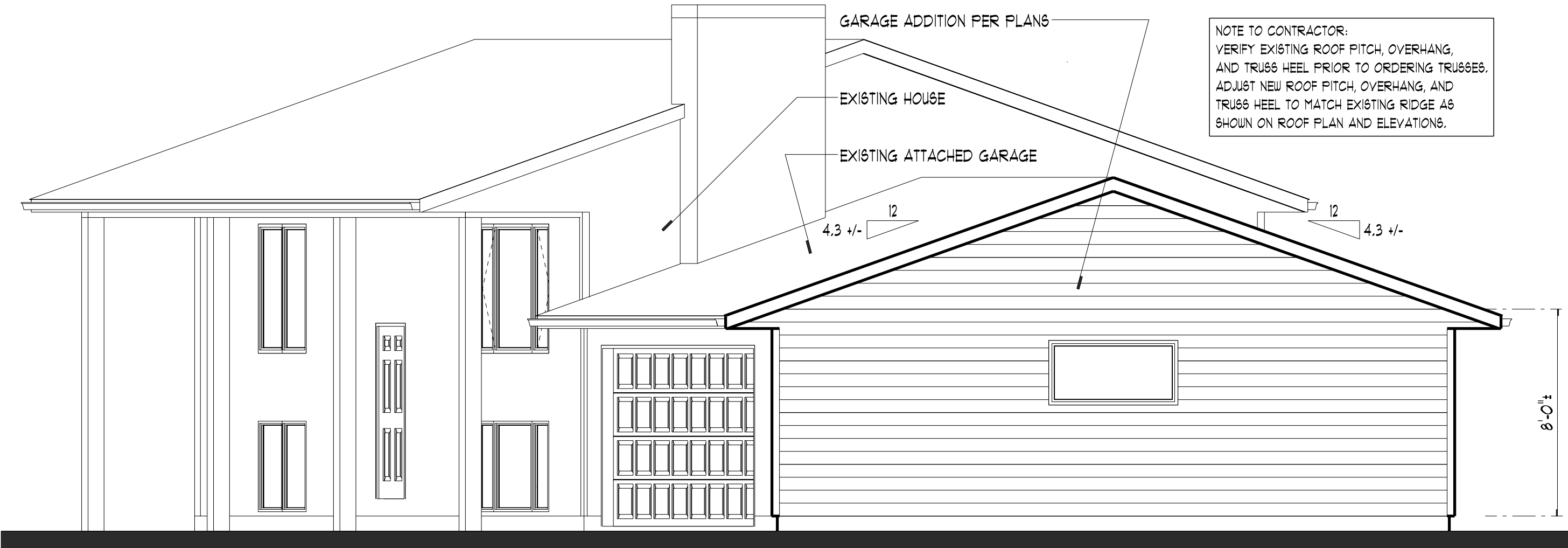


27th Place

**Proposed Garage
Addition**

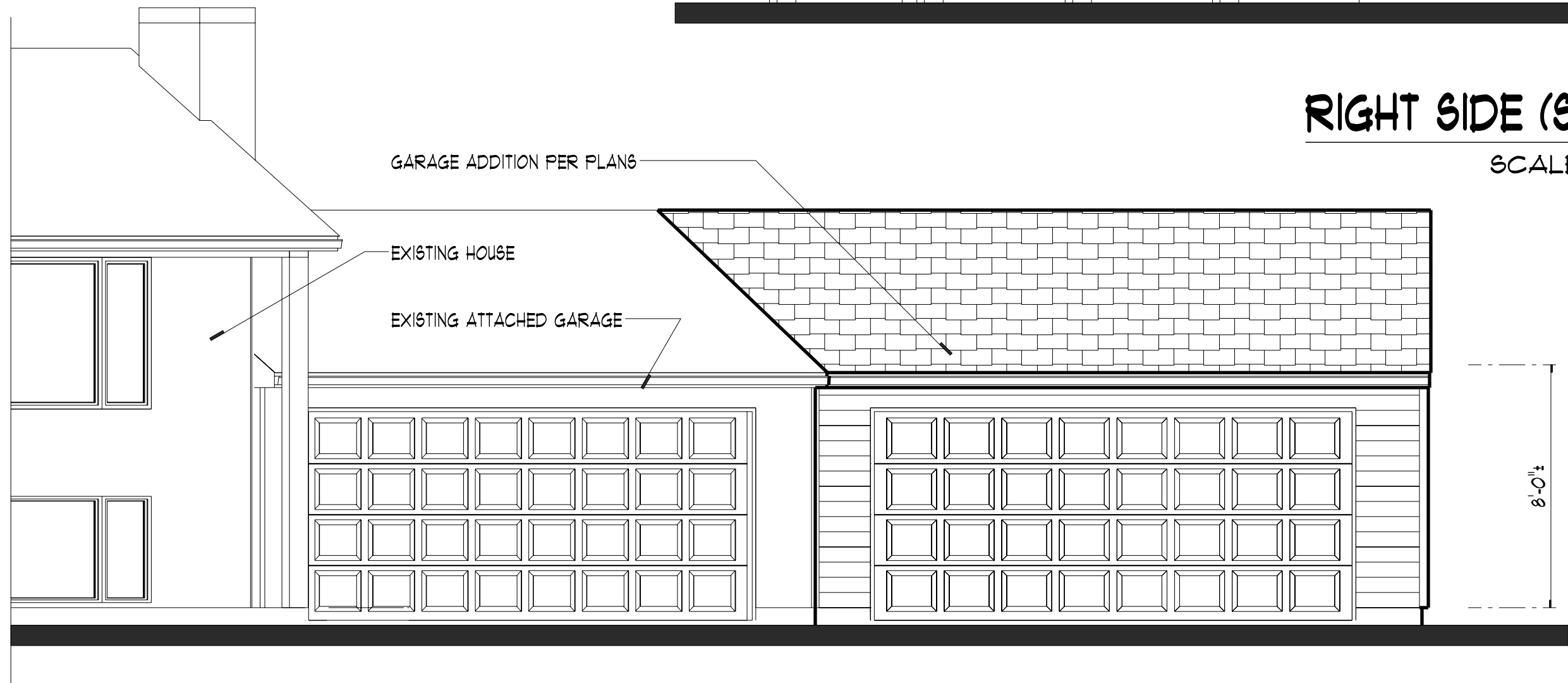
GENERAL NOTES

1. PLANS AND NOTES ASSUME WORK IS TO BE DONE BY CERTIFIED OR LICENSED CONTRACTORS. ADDITIONAL COSTS INCURRED BY NOT USING SUCH CONTRACTORS WILL BE BORNE SOLELY BY THE OWNER.
2. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL DIMENSIONS AND PLAN CONDITIONS.
3. SIMILAR MATERIALS INDICATED ON DIFFERENT PLANS, SECTIONS, AND DETAILS, AND ANNOTATED ON ONE OR MORE PLAN, SECTION OR DETAIL SHALL BE CONSIDERED ANNOTATED, NOTED OR LABELED COMPLETELY ON ALL PLANS, SECTION AND DETAILS.
4. IN THE CASE OF AMBIGUITIES, DISCREPANCIES OR IRREGULARITIES IN THE DRAWINGS, SPECIFICATIONS, MANUFACTURING INSTRUCTIONS, SITE CONDITIONS OR APPLICABLE CODES AND STANDARDS, REQUEST CLARIFICATION FROM THE DRAFTSMAN OR ENGINEER BEFORE PROCEEDING. THE COST OF CORRECTING WORK DONE AS A RESULT OF PROCEEDING WITHOUT OBTAINING CLARIFICATION WILL BE BORNE SOLELY BY THE CONTRACTOR/OWNER.
5. THE CONTRACTOR AND/OR OWNER MUST VERIFY AND CHECK ALL NOTES, FLOOR PLANS, ELEVATIONS, SECTIONS AND DETAILS AND NOTIFY THE DRAFTSMAN OF ANY ERRORS OR OMISSIONS FOR POSSIBLE CORRECTION PRIOR TO THE START OF CONSTRUCTION.
6. ALL WORK SHALL COMPLY WITH ALL LOCAL AND STATE BUILDING CODES AND ORDINANCES.
7. SEE CONSTRUCTION DOCUMENTS FOR ADDITIONAL INFORMATION.
8. MECHANICAL AND ELECTRICAL DRAWINGS TO BE PROVIDED BY THE CONTRACTORS INSTALLING AND PROVIDING THOSE SERVICES.



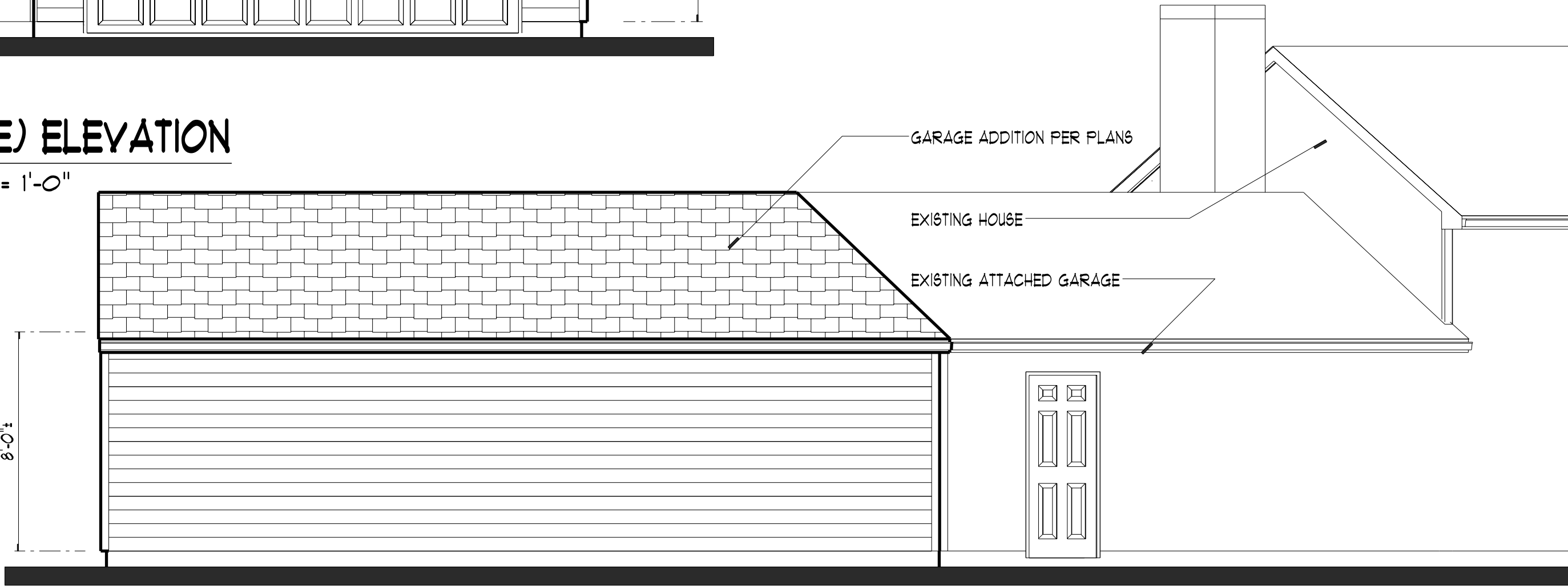
RIGHT SIDE (SOUTH) ELEVATION

SCALE 1/4" = 1'-0"



FRONT (WEST SIDE) ELEVATION

SCALE 1/4" = 1'-0"



REAR (EAST SIDE) ELEVATION

SCALE 1/4" = 1'-0"



3305 Highway 169 N, Suite 222
Plymouth, MN 55441

Office 763-424-3676
Cell 952-934-8276

dedication to excellence

Prepared by:
Todd Ofsthun

Office 763-424-3676
Cell 952-934-8276

todd@tco-design.net

Plan Date
FINAL 4-21-25

PHIL TRYKE Residence
2150 SYCAMORE LANE N PLYMOUTH



Design #
tco202529

A1
A1 OF 3



TCO DESIGN
drafting and home design

3305 Highway 169 N, Suite 222
Plymouth, MN 55441

Office 763-424-3676
Cell 952-994-8276

dedication to excellence

Prepared by:
Todd Ofsthun

Office 763-424-3676
Cell 952-994-8276

todd@codesjan.net

Plan Date
FINAL 4-21-25

PHIL TRYKE Residence

2730 SYCAMORE LANE N PLYMOUTH

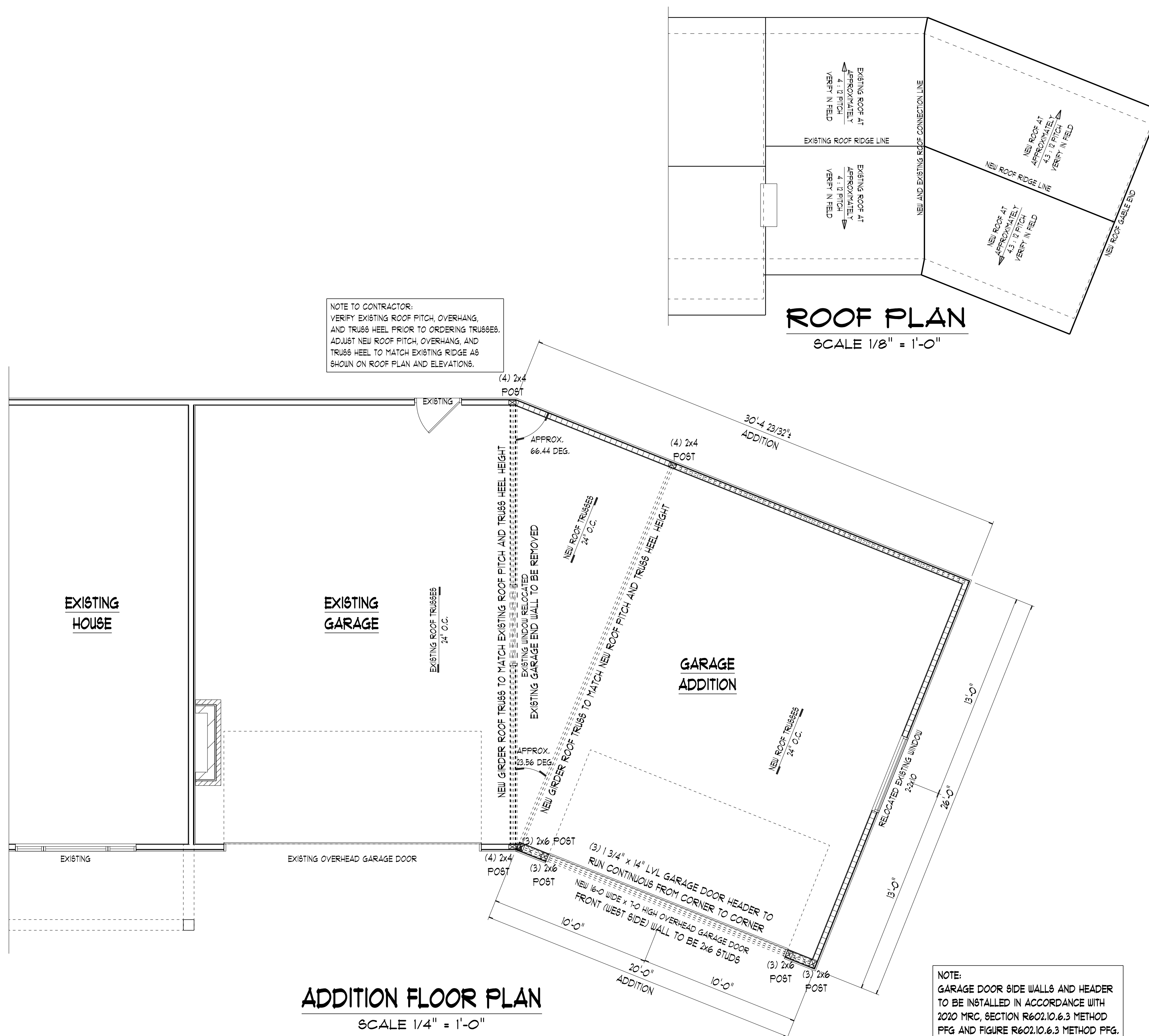


Design #

tco202529

A3

A3 OF 3



CITY OF PLYMOUTH

RESOLUTION No. 2025-171

RESOLUTION APPROVING CONDITIONAL USE PERMIT FOR AN ATTACHED GARAGE THAT WOULD EXCEED 1,000 SQUARE FEET IN FLOOR AREA FOR PROPERTY LOCATED AT 2730 SYCAMORE LANE (2025034)

WHEREAS, Philip Tryke has requested approval of a conditional use permit to allow an addition to his existing attached garage that would result in a total attached garage space that exceeds 1,000 square feet; and

WHEREAS, the property is legally described as Lot 6, Block 4, Creekwood Heights 1st Addition, Hennepin County, Minnesota; and

WHEREAS, the Planning Commission has reviewed said request at a duly called public hearing and recommends approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Philip Tryke for a conditional use permit for an attached garage that would exceed 1,000 square feet in floor area for the property located at 2730 Sycamore Lane, subject to the following conditions:

1. The requested conditional use permit is approved to allow 1,136 square feet of attached garage space on the subject property, in accordance with the applications and plans received by the city on May 20, 2025, except as may be amended by this resolution.
2. **A separate building permit is required prior to the commencement of the project.** Any building code related items will need to be addressed prior to building permit issuance.
3. The requested conditional use permit is approved with the findings that all applicable conditional use permit standards would be met, as outlined in the zoning ordinance.
4. Standard Conditions:
 - a. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.
 - b. The conditional use permit shall expire one year after the date of approval, unless the property owner or applicant has started the project, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 21015.07 of the zoning ordinance.

APPROVED by the City Council this 24th day of June, 2025.

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 June 24, 2025, 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 _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Michael Reed, Police Captain

Reviewed by: Erik Fadden, Public Safety Director

Item: **Approve contract with Wayzata School District 284 for School Resource Officer services**

1. Action Requested:

Adopt the attached resolution approving a contract with Wayzata School District for School Resource Officer Services.

2. Background:

The School Resource Officer (SRO) program provides a significant benefit to the school district, the police department, and the community at-large. The SRO is a visible and consistent resource for students, faculty, staff and administrators to help resolve a number of issues on school campuses. This successful program was established with the Wayzata School District in 1993 and has been well-received. The school district pays for the officers' salaries during the school calendar year. The officer then returns to the police department during the summer months to augment both the Patrol and Investigative Divisions. The City Attorney has reviewed the agreement. The contract is for a thirty-six (36) month period starting July 1, 2025, unless either party asks to terminate the agreement with sixty-day written notice. The resolution is a continuation of the program that has been in place since 1993.

3. Budget Impact:

There is no additional budget impact on the city. The city will invoice the school district for the first half of the payment on January 1 and for the second half of the payment on June 30. The funding that the Wayzata School District provides to the city for the 2025-2028 school years will be based on the city's master police contract.

4. Attachments:

1. Contract
2. City Council Resolution 2025-172

**SCHOOL RESOURCE OFFICER
AGREEMENT BY AND BETWEEN
INDEPENDENT SCHOOL DISTRICT 284 AND THE CITY OF PLYMOUTH**

THIS SCHOOL RESOURCE OFFICER AGREEMENT ("Agreement") made this 1st day of July, 2025, by and between INDEPENDENT SCHOOL DISTRICT 284, (hereinafter "School District") and the CITY OF PLYMOUTH, a public corporation and political subdivision of the State of Minnesota (hereinafter "City").

RECITALS

The City and the School District desire to deter and prevent crime and violence within the Central Middle School, East Middle School, and Wayzata High School by engaging the services of Plymouth Police Department's peace officers to serve as school resource officers;

1. To that end, the City and the School District desire to collaboratively provide safe school and school resource officer services.

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this Agreement and other valuable consideration, the sufficiency of which is acknowledged, the City and the School District agree as follows:

TERMS

1. **TERM AND TERMINATION.** The term of this agreement shall be for a thirty six (36) month period from July 1, 2025 to June 30, 2028. Either Party may terminate this agreement at any time for any reason upon a sixty (60) day written notice to the other party of such termination. In the event of an early termination, any payments due shall be prorated based on the daily rate set forth in section 3.
2. **DEFINITIONS.** The following definitions and terms apply to this Agreement.
 - a. **"Additional services"** mean services that a peace officer provides, at the School District's request, outside the "school day," as defined in this Agreement. By way of example, but without limitation, an SRO performs additional services if, at the request of a school administrator or District administrator, the SRO attends a school board meeting, an extracurricular activity, or a community function that is held in the evening.
 - b. **"Exigent circumstances"** mean circumstances under which the courts permit peace officers to execute a warrantless search or seizure; circumstances under which a reasonable peace officer would believe that a person presents an immediate and substantial risk of harm to self or others; circumstances under which urgent action is reasonably necessary in order to prevent the destruction of evidence of a serious crime; and circumstances in which a peace officer is in hot pursuit of a suspect who is believed to have committed or to have attempted to commit a crime and is in the process of fleeing.
 - c. **"School Resource Officer" or "SRO"** means a licensed peace officer who is employed by the City and is assigned to provide SRO duties or additional services pursuant to this Agreement.
 - d. **"SRO duties"** include, but are not necessarily limited to, the following:
 - Fostering a positive school climate through relationship building and open communication.
 - Protecting persons who are present on school property or at a school sponsored event or activity from criminal activity.

- Protecting real and personal property from criminal activity.
- Serving as a role model for students, parents, and community members.
- Conferring with students, parents, and community members for the purpose of deterring or addressing criminal behavior on school property or at a school sponsored event or activity.
- Identifying and advising on security vulnerabilities in the School District's schools and safety protocols within the SRO's knowledge.
- Visiting and inspecting high delinquency areas on school property.
- Being present and visible on school property.
- Deterring all forms of criminal activity on school property and at school sponsored events and activities.
- Serving as a resource for school and district officials regarding the prevention of criminal activity on school property and at school sponsored events and activities.
- Serving as a liaison from law enforcement to district and school officials.
- Serving as a mentor and resource for students.
- Educate and advise students and staff on law enforcement topics which promote safety and deter, decrease, or otherwise address drug use or other potential criminal activity by students.
- Investigating and otherwise addressing criminal activity that has occurred, is alleged to have occurred, may have occurred, or is expected to occur on school property or at a school sponsored event or activity.
- Conducting searches of students, student lockers, student backpacks, school property, and student vehicles as authorized by law.
- Recovering lost or stolen property.
- Enforcing all criminal laws on school property and at school sponsored events and activities.
- Apprehending and prosecuting criminals, including suspected criminals.
- Responding to emergencies including, but not limited to, medical emergencies within their capabilities and situations involving a threat of violence or harm to property or to any person who is on school property or is at a school sponsored event or activity.
- Attending training provided by the School District.
- Provide advice on and participate in safety drills.
- Meeting and collaborating with school administrators and School District administrators to develop and work toward mutually agreed upon goals.
- Use confidential student records only with the approval of a principal and in accordance with applicable laws.
- Making referrals to community agencies which offer assistance to youth and their families with mental health, addiction, etc.
- Assist and testify in student discipline hearings as requested by School District administrators where the SRO has direct knowledge of the incident and applicable laws.
- Other tasks as assigned by the Plymouth Police Department.

- e. **"School day"** means a day on which school is in session and general student attendance is required, including any make-up days that are scheduled because school was canceled for any reason. School days are identified on the School District calendar, which is published on the School District's website. Days on which students attend summer school are not school days. For purposes of this Agreement, the "school day" begins at 8:00 a.m. at the high school and 9:05 a.m. at the middle schools and ends at 2:25 p.m. at the high school and 4:10 p.m. at the middle schools. The district may revise these hours if start/release times change. The SRO is generally expected to be performing SRO duties during the school day; however, the

SRO may flex his or her hours in order to avoid working more than forty (40) hours in any workweek while still providing coverage, at the School District's request, for school sponsored events or activities that occur outside the school day. The SRO will notify the District's superintendent or his/her designee by email when the SRO finds it necessary to flex his or her hours in response to a request to provide coverage for school sponsored events or activities that occur outside the school day.

- f. **"School property"** means: (1) any property owned, leased, or controlled by the District where an elementary school, middle school, secondary school, secondary vocational center, alternative learning program, or other school providing educational services is located or used for educational purposes, or where extracurricular or co-curricular activities are regularly provided; (2) the public areas surrounding school property as described in the first clause of this paragraph to a distance of 300 feet or one city block, whichever distance is greater, beyond the school property; and (3) the area within a school bus or other school vehicle when the bus or vehicle is being used to transport one or more elementary or secondary school students.

3. PAYMENT. The School District will pay the City a total sum of money for the SRO services covered during the term of this Agreement. The amount billed will be based on each officer's individual salary as determined by the City's Master Police Contract for any given year inclusive of benefits, per officer.

- The 2025-2026 school year will be billed at each officer's actual salary up to a maximum of \$91,311/officer.
- The 2026-2027 school year will be billed at each officer's actual salary up to a maximum of \$94,961/officer.
- The 2027-2028 school year will be billed at each officer's actual salary up to a maximum of \$98,760/officer.

The City will itemize the salary cost for each officer and invoice the School District for the first installment on January 1 and the second installment on June 30.

The School District will pay this sum to the City in two equal installments. The School District must pay each installment within thirty-five (35) days of receiving each invoice. If this Agreement or any renewal of it is terminated early, the School District's total payment to the City will be a prorated amount based on the current Plymouth police master contract rate for each day the Agreement was in effect.

INVOICE FOR ADDITIONAL SERVICES. School District administrators may request that the City assign one or more peace officers to provide "additional services" as defined in this Agreement. The City will make reasonable efforts to accommodate such requests. When the City assigns an officer to provide additional services, the District will be responsible for paying the officer's wages for the hours worked while providing additional services, any resulting overtime costs, a prorated portion of the officer's benefits for the hours worked while providing additional services, and the officer's transportation costs directly associated with providing additional services. The City will submit an itemized invoice to the School District describing the additional services that were provided, the location where the additional services were provided, and the costs the City incurred in providing the additional services. Within thirty-five (35) calendar days after receipt of the invoice, the School District will pay the City for the amount of the additional services stated on the invoice. If the School District disputes the amount of an invoice for additional services, the School District will pay the undisputed amount within thirty-five (35) calendar days.

4. SCHOOLS TO RECEIVE SERVICES. The City will provide SRO services under this Agreement to the following schools in Independent School District 284:

- a. Wayzata High School, 4955 Peony Lane, Plymouth, MN 55446
- a. Wayzata East Middle School, 12000 Ridgemount Ave. W, Plymouth, MN 55441
- b. Central Middle School, 305 Vicksburg Lane N, Plymouth, MN 5547

5. ASSIGNMENT OF SCHOOL RESOURCE OFFICERS. The City will employ or assign 2 full-time (2.0 FTE) licensed peace officers to Wayzata High School, 1 full-time (1.0 FTE) licensed peace officer to Wayzata East Middle School, and 1 full-time (1.0 FTE) licensed peace officer to Central Middle School to perform SRO duties on a full-time basis during each "school day," as is defined in this Agreement, during the regular school year (approximately 170-180 school days) covered by the term of this Agreement. The number of officers serving in the SRO position at any of the three schools may be modified at any time by written agreement between the City and the School District.

- a. **Absences.** Unless an absence is caused by an emergency, the SRO will provide reasonable notice to the Principal or Principal's designee if the SRO will be absent from the School District due to illness, vacation, training, or any other non-emergency reason. The City will make reasonable attempts to schedule activities in a manner that minimizes the SRO's absences from the School District during school hours.
- b. **Extended Absences.** If an SRO is absent for more than ten (10) consecutive school days, the City will undertake reasonable efforts to assign another licensed peace officer to serve as a temporary replacement and perform the regular SRO's duties during any additional absences.
- c. **Vehicles, Equipment, and Training.** The City is responsible for providing, at its own expense, each SRO with a vehicle or mileage reimbursement and all necessary law enforcement equipment, including but not limited to clothing, uniforms, and electronic devices, within the City's law enforcement budget to perform the SRO duties. The City is also responsible for providing training and education to all peace officers who are assigned to provide SRO services pursuant to this Agreement. The School District requires all SROs serving Wayzata Public Schools take specific SRO training.
- d. **Objections to Personnel.** The city will allow the School District to participate in the SRO selection process to the extent possible, recognizing that the participation does not grant decision-making authority and that all final personnel decisions will remain within the discretion of the Plymouth Public Safety Director. The City will also undertake reasonable efforts to assign peace officers who are acceptable to the School District. The School District's Superintendent will notify the Chief of Police in writing of any concerns related to the performance of an SRO. Any request for reassignment of an SRO that is based on work-related concerns must be made in writing to the Chief of Police. The City will have thirty (30) calendar days to demonstrate to the District's satisfaction that the concern has been addressed. If the concern is related to alleged inappropriate conduct with a student, the SRO, at the request of the School District, will be immediately removed from the school, and another licensed peace officer assigned to serve as a replacement SRO, until final resolution of the concern. If the concern has not been addressed to the School District's satisfaction after thirty (30) calendar days, the City will assign a different licensed peace officer to serve as the regular SRO under this Agreement. If the City refuses, the School District may immediately terminate this Agreement without notice and the School District's payment to the City will be prorated as set forth in section 3.

6. SCHOOL DISTRICT RESPONSIBILITIES. In addition to making the payments described in this agreement, the School District will have the following responsibilities:

- a. **Office Space.** The School District will provide office space for the SRO at the assigned school. At a minimum, the office space will be furnished with a desk, chair, filing cabinet that can be locked, landline telephone, computer sufficient to handle the software needs related to the SRO's duties, keyboard, monitor, and internet access at the School District's expense. Any additional supplies and equipment shall be provided by the City at the City's expense.

- b. **Guidance.** Through its administrators, the School District will provide guidance to the SRO as needed or requested.
- c. **SRO Program Information.** The School District will provide the SRO with reasonable opportunities to address students, teachers, school administrators, and parents about the SRO program goals and objectives.
- d. **Notice of Illegal Activity.** Through its principals, the School District will inform the SRO, as soon as reasonably possible, of any suspected illegal activity. In the event the SRO is not immediately available, a principal or staff member may contact the City's Police Department. Any Principal or staff member in the School District who locates a dangerous weapon or illegal drug in the course of a search will turn it over to the SRO or other licensed peace officer. In the event no criminal or juvenile charges are filed, the SRO and City shall dispose of the contraband in the manner prescribed by City policy.
- e. **Notice of Trespassers and Safety Concerns.** Through its administrators, the School District will inform the SRO, as soon as reasonably possible, of the names of specific individuals who are not permitted on School District property, as well as any anticipated safety concerns involving parents, students, or other individuals.
- f. **Notice of Disciplinary Hearings.** The School District will provide the SRO with reasonable advance notice of any disciplinary hearing that will require the SRO's attendance.
- g. **Copy of School Regulations.** The School District will provide the City with a copy of applicable school regulations applying to students and School District employees.
- h. **Presence at School.** The School District will not assign the SRO to regularly assigned lunchroom or hallway monitoring duties. However, the SRO is highly encouraged to eat lunch with students and be present in the hallways as part of the School District and City's goal of developing positive relationships between the SRO and the school community

7. PROPERTY AND EQUIPMENT. Each party will maintain ownership of all property and equipment provided to the SRO or other party for and in furtherance of the purposes of this Agreement. Upon termination or expiration without renewal of this Agreement, any property and equipment so provided shall be returned to the party that owns and provided the property and equipment. Each party shall be responsible for damage to or loss of any property or equipment furnished thereby in furtherance of the purpose of this Agreement. Except for intentional, willful, or wanton misconduct, each party waives the right to sue the other party for any damages to or loss of its property or equipment, even if the damages were caused wholly or partially by the negligence of the other party, its officers, agents, or employees. Neither party shall be liable or responsible to the other party for depreciation of any property or equipment.

8. DUTIES AND WORK SCHEDULE OF THE OFFICER. The peace officers serving as SROs pursuant to this Agreement shall perform SRO duties and services during regular school days and during other events, activities, and meetings as agreed upon by the parties. The School District and City may develop and agree to a modified or different work schedule and new or additional SRO duties. Time spent by a SRO on SRO duties in excess of eight (8) hours in one day or forty (40) hours in one week will be on a specific, case-by-case basis and will require the advance approval of the City and the School District.

9. ADDITIONAL OFFICER DUTIES. The peace officers serving as SROs will respond to emergency calls, attend police training, and perform any other special duties as assigned by the City while fulfilling the SRO requirements under this Agreement.

10. CITY'S AUTHORITY. Although the SRO will work collaboratively with the School District's Superintendent, Principals, and their designees, the SRO will be supervised by the Chief of Police. The Chief of Police is responsible for determining the SRO's work assignment and ensuring compliance with the Police Department's directives. The City will retain its authority over officer standards of performance, conduct and discipline of officers, performance reviews, and other internal matters related to enforcement services. The School District shall provide the City with a written appraisal of the services rendered by the SRO at the end of each contract term. The School District shall immediately notify the City in writing of any performance deficiencies or inappropriate conduct of the SRO. All disciplinary action shall be under authority of the City. If the SRO's performance is deficient or the SRO engages in inappropriate conduct, the School District may request that a new officer be assigned by the City to the SRO position pursuant to the procedures set forth in paragraph 5(d) of this Agreement.

11. BACKGROUND CHECKS. The City must conduct, or have conducted, a criminal background check on all peace officers who will provide any services pursuant to this Agreement. The background check must be completed before the peace officer begins performing any services or the SRO position under this Agreement.

12. PROHIBITED ACTIONS. In the absence of exigent circumstances, a peace officer who is employed by the City, including the SRO, may not interview a student on school property about criminal activity or potential criminal activity unless: (a) the officer is conducting a maltreatment of minor investigation; (b) the crime has occurred, is alleged to have occurred, may have occurred, is occurring, or is reasonably expected to occur in the near future on school property or at a school sponsored event or activity; or (c) the officer has obtained prior written permission from the building principal, from the student's parent or guardian, or from the student, if the student is eighteen (18) years of age or older. In addition, the SRO will not participate in recommending or determining student discipline or in investigating incidents of student discipline which do not involve potential criminal activity, with the exception that an SRO who witnesses an incident or otherwise has information related to a non-criminal incident may be a witness in an investigation or hearing related to the incident. The SRO may not participate in any interviews with news media regarding incidents that occur on School District property without the prior written permission of the Superintendent.

13. RELATIONSHIP OF THE PARTIES. Nothing in this Agreement may be construed to create a partnership or joint venture between the School District and the City. Neither party has any authority or power to take any unilateral action that could legally bind the other party. For purposes of the Minnesota Government Data Practices Act, each party is considered to be an independent contractor relative to the other party.

14. SRO EMPLOYMENT STATUS. At all times and for all purposes, the City is and will remain the exclusive employer of all peace officers who perform services pursuant to this Agreement. No SRO may be considered to be an official, employee, agent, educational service provider, or representative of the School District, and no SRO may make any representation to the contrary. The City maintains full control over the peace officers it employs, including those assigned as SROs, and is solely responsible for all employment and administrative functions related to SROs and its employees, including, but not limited to, supervision and evaluation, payroll and deductions, maintenance of all

required insurance (e.g. workers' compensation insurance, unemployment insurance, liability insurance), PERA, FICA, other compensation and benefits, maintaining personnel records, and any labor disputes or grievances.

15. LIABILITY AND INDEMNIFICATION. Except for claims arising out of the intentional, willful, or wanton misconduct or gross negligence of the other party, its officers, employees, officials, agents or representatives, each party shall be solely responsible for any and all acts and omissions of its own officers, employees, officials, agents, and representatives. To the extent permitted by law, each party agrees to indemnify, hold harmless, and defend the other party and its officers, agents, and employees against any and all damages, losses, judgments, costs, claims, expenses, liabilities, and actions, including reasonable attorney fees, arising out of or resulting from any act or omission of the party or its officers, agents, or employees in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement. Each party's liability, if any, is limited under Minnesota Statutes Chapter 466, and neither party waives any defenses or immunities available under Chapter 466. The limits of liability for the parties may not be added together to determine the maximum amount of liability.

16. NOTICES. Any notice, demand, request, or other communication that may or shall be given or served by the parties, shall be deemed to have been given or served three (3) business days after the same is deposited in the U.S. mail, registered or certified postage prepaid, and addressed as follows:

a. To the City:

Attn: Police Chief, Plymouth Police
Department
3400 Plymouth Boulevard
Plymouth, MN 55447

b. To the School District:

Attn: Executive Director of Finance and Operations
Wayzata Public Schools
13305 12th Ave. N.
Plymouth, MN 55441

Either party may designate a different addressee or address at any time by giving written notice to the other party.

17. DATA PRACTICES. All government data that is collected, created, received, or maintained as a result of this Agreement will be handled in accordance with all applicable federal and state laws, including, but not limited to, the Minnesota Government Data Practices Act ("MGDPA"). The parties recognize that educational data maintained by the School District are protected under the MGDPA and under the Family Educational Rights Privacy Act ("FERPA"), including its implementing regulations at 34 C.F.R. part 99. The parties acknowledge that unless the School District is reporting a crime or another statutory exception applies, the School District may not disclose private educational data to an SRO without the written consent of the student's parent or guardian (or the written consent of the student if the student is eighteen years of age or older); a lawfully issued subpoena; or a court order. Nothing in this Agreement may be construed to modify the responsibilities of either party under the MGDPA or the School District's responsibilities under FERPA.

The School District and the City agree that any use of body worn cameras by SROs must be subject to and in compliance with federal, state, and local laws and regulations and with Plymouth Police

Department Policy 422 Body Worn Cameras. Any video recording or audio recording captured by an SRO's body worn camera and maintained by the Plymouth Police Department constitutes a record of a law enforcement unit and does not constitute educational data under the MGDPA or FERPA. All recordings captured on an SRO's body worn camera will be the property of the Plymouth Police Department and the School District shall not be responsible for their storage, maintenance, release, or disposal. The Plymouth Police Department is responsible for the storage, maintenance, release, and disposal of any recordings captured on an SRO's body worn camera and is responsible for any misuse of such recordings. The City agrees to indemnify, hold harmless, and defend the School District and its officers, agents, and employees against any and all damages, losses, judgments, costs, claims, expenses, liabilities, and actions, including reasonable attorney fees, arising out of or resulting from any recordings captured by an SRO's body worn camera.

18. NO UNLAWFUL DISCRIMINATION. The School District and the City each agree to provide equal employment opportunities to all employees and applicants for employment in accordance with all applicable federal, state, and local laws. No person may be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program, service, or activity based on race, color, religion, age, sex, disability, marital status, sexual preference, HIV status, public assistance status, creed, or national origin. In addition, the School District and the City each specifically agree not to discriminate unlawfully against any student in any program, service, activity, or decision based on race, color, religion, age, sex, disability, marital status, sexual preference, HIV status, public assistance status, creed, or national origin.

19. WAIVER AND ENFORCEMENT. The failure to insist on compliance with any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of that term, covenant, or condition, nor will any waiver or relinquishment of any right or power contained in this Agreement at any time be deemed to be a waiver or relinquishment of any right or power at any other time. Each party is responsible for its own costs, expenses, and any attorneys' fees associated with this Agreement and any related matters, including enforcement of this Agreement.

20. EQUAL DRAFTING. In the event that either party asserts that a provision of this Agreement is ambiguous, this Agreement must be construed to have been drafted equally by the Parties.

21. CHOICE OF LAW, FORUM, AND SEVERABILITY. This Agreement is governed by the laws of the State of Minnesota. The parties agree that the Minnesota state and federal courts will have exclusive jurisdiction over any dispute arising out of this Agreement. If a court determines that any part of this Agreement is unlawful or unenforceable, the remaining portions of the Agreement will remain in full force and effect.

22. ENTIRE AGREEMENT, AMENDMENTS, AND EFFECT. This Agreement constitutes the entire agreement between the parties regarding the SRO position and duties and any additional services or responsibilities related thereto, and no other agreement prior to this agreement or contemporaneous herewith shall be effective except as expressly set forth or incorporated herein. This Agreement supersedes any inconsistent statements or promises made by either party. This Agreement also supersedes and terminates any prior or existing agreements or contracts regarding the same or any similar subject matter. Neither party has relied on any statements, promises, agreements, or representations that are not stated in this Agreement. No amendments or changes to this Agreement are valid and effective unless set forth in writing and signed by both parties. A copy of this Agreement has the same legal effect as the original

IN WITNESS WHEREOF, the City of Plymouth and the Independent School District #284 have caused this Agreement to be executed by their respective duly authorized officers. By signing below, each party specifically acknowledges that it has read this Agreement and that it understands and voluntarily agrees to be legally bound by all terms of the Agreement.

CITY OF PLYMOUTH

By: _____

Mayor

By: _____

City Manager

Date: _____

INDEPENDENT SCHOOL DISTRICT 284

By: _____

Board Chair

By: _____

Superintendent

Date: _____

CITY OF PLYMOUTH

RESOLUTION No. 2025-172

RESOLUTION AUTHORIZING CONTRACT WITH WAYZATA INDEPENDENT SCHOOL DISTRICT #284 FOR SCHOOL RESOURCE OFFICER SERVICES

WHEREAS, the Police Department has a continuing program with the Wayzata Independent School District #284 to provide four School Resource Officers; and

WHEREAS, both the School District and the Police Department believe it is in the best interest of the community and all parties concerned to continue this program.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that the contract agreement is approved and the Mayor and City Manager are authorized to execute said agreement.

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Andrea Rich, Finance Director

Reviewed by: Maria Solano, Deputy City Manager

Item: **Adopt amended resolutions authorizing reimbursement from tax exempt bonds and/or TIF through interfund loans for Station 73**

1. Action Requested:

Adopt amended resolutions authorizing reimbursement from tax exempt bonds and/or TIF through interfund loans for Station 73.

2. Background:

On August 8, 2023, City Council approved resolutions 2023-208 and 2023-211 which authorized an interfund loan of up to \$7.5 million to be repaid with a proposed tax increment financing district and/or reimbursement to the city through proceeds of tax exempt bonds, respectively.

On May 27, 2025, City Council awarded the contract for the Station 73 TRIP Project (ST230003). Project costs were updated at that time to reflect construction improvements (\$24 million), engineering and indirect (6.4 million), easement acquisition (\$3.5 million) and contingency (\$1.1 million) for a total estimated project cost of \$35 million. Project funding is as follows:

Project Funding	\$	% of Total
Federal RAISE Grant	15,000,000	43.0
Plymouth Transit	6,000,000	17.2
State IIJA Match Grant	5,077,600	14.5
Plymouth Local	2,395,057	6.9
Met Council RTC	2,000,000	5.7
MnDOT	1,177,000	3.4

Reg. Solicitation via TRPD	800,000	2.3
Met Council via TRPD	750,000	2.1
Three Rivers Park Dist. (TRPD) CIP	750,000	2.1
Hennepin County via TRPD	500,000	1.4
Hennepin County	500,000	1.4
Total	34,949,657	

Authorization of the interfund loans, potential TIF district and bond issuance allows for management of short term cash needs as well as coverage should any of the funding sources not materialize. These resolutions are precautionary and provides flexibility for the city should the unexpected need arise.

Should the loans materialize, the interest rate is 5%.

3. Budget Impact:

These options are providing the city flexibility in cash management as well as backup funding. If debt were to be issued, and no repayment source was identified (i.e., not a TIF district), the city would utilize a property tax levy for debt repayment.

4. Attachments:

1. City Council Resolution 2025-173
2. City Council Resolution 2025-174

CITY OF PLYMOUTH

RESOLUTION No. 2025-173

RESOLUTION DECLARING OFFICIAL INTENT TO AMEND REIMBURSEMENT TO THE CITY FOR EXPENDITURES MADE IN CONNECTION WITH A CERTAIN PROJECT FROM THE PROCEEDS OF TAX-EXEMPT BONDS TO BE ISSUED IN COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

WHEREAS, the Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of such bonds; and

WHEREAS, the Regulations generally require that the City (as the issuer of or the primary obligor under the bonds) make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of the bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of the bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Plymouth, as follows:

1. Official Intent Declaration. Pursuant to the Regulations, the City hereby declares its official intent to reimburse itself for paid project expenditures out of the proceeds of bonds (the "Bonds") anticipated to be issued in late 2023 or in 2024 (the "Declaration"). This Declaration relates to the County Road 73 Project designated by the City (the "Project") and the costs to be financed by the Bonds issued therefor, in the approximate maximum principal amount of \$22,500,000 (plus such additional principal amount necessary to provide for costs of issuance, net original issue discount, credit enhancement and any debt service reserve fund). The location of the Project shall be approximately the area surrounding the intersection of County Road 73 and Highway 55, within the City.
2. Reasonable Expectations. The City reasonably expects to reimburse itself for the payment of the costs of the Project out of the proceeds of the Bonds to be issued after the date of payment of such costs. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.
3. Permitted Reimbursable Capital Expenditures. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.
4. Limitations. The provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

5. Effective Date. This resolution is effective upon the date of its approval.

APPROVED by the City Council on this 24th day of June, 2025.

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 June 24, 2025, 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 _____, _____.

City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2025-174

RESOLUTION AMENDING THE TERMS OF UP TO A \$22,500,000 INTERFUND LOAN IN CONNECTION WITH A PROPOSED TAX INCREMENT FINANCING DISTRICT (COUNTY ROAD 73 PROJECT)

WHEREAS, the City of Plymouth, Minnesota (the "City") may establish a Tax Increment Financing District (the "TIF District") within a Development District and may adopt a tax increment financing plan for the TIF District (the "TIF Plan"); and

WHEREAS, the City may pay for certain costs to be identified in the TIF Plan consisting of land acquisition, public utilities, site improvements/preparation, other eligible improvements, and administrative costs (the "Qualified Costs") incurred in connection with the establishment of the TIF District and development of land within the TIF District, all related to the County Road 73 project designated by the City, which costs may be financed on a temporary basis from City funds available for such purposes; and

WHEREAS, under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally made, in order to finance the Qualified Costs; and

WHEREAS, the City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Plymouth, as follows:

1. Terms of Interfund Loan.

- a. The City hereby authorizes the advance of up to \$22,500,000 from the City's General Fund or any other fund designated by the City, or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 5.00% and will not fluctuate.
- b. Principal and interest on the Interfund Loan (the "Payments") shall be paid annually on each December 31 commencing with the date the tax increments from the TIF District are available and not otherwise pledged to and including the earlier of (i) the date the principal and accrued interest of the Interfund Loan is paid in full, or (ii) the date of last receipt of tax

- increment from the TIF District ("Payment Dates") which Payments will be made in the amount and only to the extent of available tax increments. Payments shall be applied first to accrued interest, and then to unpaid principal.
- c. Payments on the Interfund Loan are payable solely from the tax increment generated in the preceding twelve (12) months with respect to the TIF District and remitted to the City by Hennepin County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on this Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with tax increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with tax increments.
 - d. The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.
 - e. The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from tax increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of tax increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the termination of the TIF District. The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.
2. Effective Date. This resolution is effective upon the date of its approval.

APPROVED by the City Council on this 24th day of June, 2025.

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 June 24, 2025, 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 _____, _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Abbie Browen, Public Works Operations Manager

Reviewed by: Michael Thompson, Public Works Director

Item: **Accept grant with the U.S. Environmental Protection Agency for the Zachary Water Treatment Plant Enhancements Project (WA230001)**

1. Action Requested:

Adopt attached resolution accepting grant with the U.S. Environmental Protection Agency for the Zachary Water Treatment Plant Enhancements Project (WA230001).

2. Background:

The Zachary Water Treatment Plant (WTP) Enhancements Project is identified in the proposed Capital Improvement Plan (CIP) for construction in 2025-2026. The project includes the addition of a plate settler system that will reduce filter backwash settling time, conserve water, and increase the operational efficiency of the facility. Work will include modifications to the interior and exterior of the plant to integrate the enhanced process into the existing system. The project also includes upgrades to the building automation system (BAS) to the citywide standard, and replacement of the dehumidification and ventilation systems throughout the facility.

The city was awarded \$2,000,000 in grant funding for the Zachary WTP Enhancements project through the 2023 Consolidated Appropriations Act (PL 117-328), which is a program administered by the U.S. Environmental Protection Agency (EPA). The grant program is referred to by the EPA as the Community Grants Program. The grant requires a 20% cost-share by the city, which totals \$500,000. This agreement with the EPA allows for the city to be reimbursed for up to \$2,000,000 in construction costs.

The FY 2023 Consolidated Appropriations Act (PL 117-328) was signed into law on December 29, 2022, by the federal government. Eligible projects are designated for the planning, design, and construction of drinking water, wastewater, and stormwater

infrastructure and for water quality protection.

3. Budget Impact:

The total cost of the Zachary WTP Enhancements Project outlined in the 2025-2034 CIP is \$7,300,000. The total estimated project cost is \$7,665,790, which was previously approved via City Council Resolution 2024-287. The total estimated project cost includes improvements in the amount of \$6,148,000, \$232,052 in pre-procured chiller heat pumps previously approved for purchase via City Council Resolution 2024-260, engineering and administration in the amount of \$978,338, and contingencies in the amount of \$307,400. The 2023 Consolidated Appropriations Act (PL 117-328) Grant with the EPA would provide reimbursement for up to \$2,000,000 in construction costs. The remainder of the project cost will be \$800,000 from the Public Facilities Fund and the remaining \$4,865,790 from the Water Fund.

4. Attachments:

1. Grant Agreement
2. City Council Resolution 2025-175

	U.S. ENVIRONMENTAL PROTECTION AGENCY Grant Agreement	GRANT NUMBER (FAIN): 00E03931 MODIFICATION NUMBER: 0 PROGRAM CODE: CG	DATE OF AWARD 12/04/2024
		TYPE OF ACTION New	MAILING DATE 12/09/2024
		PAYMENT METHOD: ASAP	ACH#
		RECIPIENT TYPE: Municipal	
RECIPIENT: City of Plymouth 14900 23rd Avenue N Plymouth, MN 55447-1482 EIN: 41-6008936		Send Payment Request to: Contact EPA RTPFC at: rtpfc-grants@epa.gov	
PROJECT MANAGER Ursinio Puga Gil 1625 Radio Drive Suite 150 Woodbury, MN 55125 Email: ursinio.puga@ae2s.com Phone: 763-509-5950		EPA PROJECT OFFICER Alyssa Herold 77 W Jackson Blvd., WS-15J Chicago, IL 60604-3507 Email: Herold.Alyssa@epa.gov Phone: 312-886-6189	EPA GRANT SPECIALIST Gulfishan Ali Hamid Assistance Section, MA-10J 77 W Jackson Blvd. Chicago, IL 60604-3507 Email: Hamid.GulfishanAli@epa.gov Phone: 312-886-4238
PROJECT TITLE AND DESCRIPTION FY 23 City of Plymouth: Zachary Water Treatment Enhancements Project See Attachment 1 for project description.			
BUDGET PERIOD 06/01/2024 - 05/31/2025	PROJECT PERIOD 06/01/2024 - 05/31/2025	TOTAL BUDGET PERIOD COST \$ 2,500,000.00	TOTAL PROJECT PERIOD COST \$ 2,500,000.00
NOTICE OF AWARD Based on your Application dated 10/11/2024 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 2,000,000.00. EPA agrees to cost-share <u>80.00%</u> of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 2,000,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS U.S. EPA, Region 5, U.S. EPA Region 5 Mail Code MCG10J 77 West Jackson Blvd. Chicago, IL 60604-3507		ORGANIZATION / ADDRESS U.S. EPA, Region 5, Water Division R5 - Region 5 77 West Jackson Blvd., W-15J Chicago, IL 60604-3507	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official for Sheila Dolan - Manager, Acquisition & Assistance Branch by Robert Fields - Award Official Delegate			DATE 12/04/2024

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 0	\$ 2,000,000	\$ 2,000,000
EPA In-Kind Amount	\$ 0	\$ 0	\$ 0
Unexpended Prior Year Balance	\$ 0	\$ 0	\$ 0
Other Federal Funds	\$ 0	\$ 0	\$ 0
Recipient Contribution	\$ 0	\$ 500,000	\$ 500,000
State Contribution	\$ 0	\$ 0	\$ 0
Local Contribution	\$ 0	\$ 0	\$ 0
Other Contribution	\$ 0	\$ 0	\$ 0
Allowable Project Cost	\$ 0	\$ 2,500,000	\$ 2,500,000

Assistance Program	Statutory Authority	Regulatory Authority
66.202 - Congressionally Mandated Projects	2023 Consolidated Appropriations Act (PL 117-328)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	2505PKX016	24	E5C	0523DNS	000B81	4192	-	-	\$ 2,000,000
									\$ 2,000,000

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$ 0
2. Fringe Benefits	\$ 0
3. Travel	\$ 0
4. Equipment	\$ 0
5. Supplies	\$ 0
6. Contractual	\$ 0
7. Construction	\$ 2,500,000
8. Other	\$ 0
9. Total Direct Charges	\$ 2,500,000
10. Indirect Costs: 0.00 % Base N/A	\$ 0
11. Total (Share: Recipient <u>20.00</u> % Federal <u>80.00</u> %)	\$ 2,500,000
12. Total Approved Assistance Amount	\$ 2,000,000
13. Program Income	\$ 0
14. Total EPA Amount Awarded This Action	\$ 2,000,000
15. Total EPA Amount Awarded To Date	\$ 2,000,000

Attachment 1 - Project Description

This agreement provides funding to City of Plymouth to implement its project to add a plate settler system to the existing facility, the City will be able to treat reclaim water more efficiently by reducing the iron and manganese loading in the filter backwash water that is reclaimed to the filters for treatment as directed in the 2024 Consolidated Appropriations Act or as identified in an approved Technical Correction if one has been approved for this project.

The activities to be performed include the execution and implementation of a drinking water infrastructure construction project. Workplan activities consist of adding the plate settler system to the existing facility, the City will be able to treat reclaim water more efficiently by reducing the iron and manganese loading in the filter backwash water that is reclaimed to the filters for treatment.

The anticipated deliverables include adding the plate settler system to the existing facility, the City will be able to treat reclaim water more efficiently by reducing the iron and manganese loading in the filter backwash water that is reclaimed to the filters for treatment.

The expected outcomes include a beneficial impact on the public health for the City. The proposed treatment improvements would provide reclaim water with lower manganese and iron concentrations, resulting in a public health benefit to the City. This would be beneficial to the public utility and overall public health. It would allow the City to comply with its CIP at an accelerated rate as well.

The intended beneficiaries include the City of Plymouth.

No subawards are included in this assistance agreement.

Administrative Conditions

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: https://www.epa.gov/system/files/documents/2024-10/fy_2025_epa_general_terms_and_conditions_effective_october_1_2024_or_later.pdf.

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <https://www.epa.gov/grants/grant-terms-and-conditions#general>.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov and **hamid.gulfishanali@epa.gov**
- MBE/WBE reports (EPA Form 5700-52A): **Gulfishan Hamid** at **Hamid.Gulfishanali@epa.gov** and region5closeouts@epa.gov.
- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: **Alyssa Herold** at Herold.Alyssa@epa.gov and **Gulfishan Hamid** at Hamid.Gulfishanali@epa.gov.
- Payment requests (if applicable): Herold.Alyssa@epa.gov.
- Quality Assurance documents, workplan revisions, equipment lists, programmatic reports and deliverables: Herold.Alyssa@epa.gov.

B. Pre-award Costs

In accordance with 2 CFR 1500.9, the grantee may charge pre-award costs (both Federal and non-Federal matching shares) incurred from **6/1/24** to the actual award date provided that such costs were contained in the approved application and all costs are incurred within the approved budget period.

C. New Recipient Training Requirement

The recipient agrees to complete the EPA Grants Management Training for Applicants and Recipients and the How to Develop a Budget training within 90 calendar days of the date of award of this agreement. The recipient must notify the Grant Specialist via email when the required training is complete. For additional information on this training requirement, the

recipient should refer to RAIN-2024-G01.

D. Prior Approval of Payments for EPA Community Grants (Updated 6/13/23)

- Payment Requests are to be completed on Standard Form 270, "Request for Advance or Reimbursement" and submitted to the EPA Grants Office with a copy to the EPA Project Officer. This form and instructions for completing it can be found at <https://www.epa.gov/grants/epa-grantee-forms>. The requests will report cumulative expenditures both (federal and non-federal) incurred under the grant. EPA will approve payments for allowable expenditures at the ratio shown in the latest Agreement.
- Under this payment mechanism, the recipient submits for EPA approval the Standard Form 270 along with supporting cost documentation via email to the EPA Project Officer and the EPA Grants Management Specialist listed on this award document. Attachments must be submitted in pdf or other acceptable software format (e.g., DocuSign) and the Standard Form 270 must be electronically or digitally signed by your organization's authorized representative or their designee in accordance with EPA's Recipient/Applicant Information Notice (RAIN), [Establishment of Standards for Submission of Administrative and Financial Assistance Agreement Forms/Documents with Electronic or Digital Signatures by Email](#). Documentation to support costs claimed for reimbursement include copies of bills (vouchers, invoices, etc.), along with a description of services rendered, time spent, and charges. The table below provides examples of acceptable documentation. Also, as a reminder, please refer to the Grant-Specific Programmatic Terms and Conditions of this award for additional information regarding procurement documentation submission requirements.
- After review and written notification of EPA's approval, the recipient will request funds via the U.S. Treasury's Automated Standard Application for Payment (ASAP) system for 80% of the total allowable expenditures shown on the Standard Form 270 (i.e., the Federal share) for the period covered by the request. EPA may pay 100% of the allowable expenditures reported for the period of the request for grants for which the cost share requirement has been waived by EPA. Payment for costs approved by EPA and authorized for drawdown by the recipient via the ASAP System will be credited to the recipient's designated financial institution (See Financial Information in the [EPA General Terms and Conditions](#) applicable to this award). Any questioned or disallowed costs will be detailed in writing by EPA's Grants Management Officer.

SUPPORTING DOCUMENTATION BY BUDGET CATEGORY	
BUDGET CATEGORY	ACCEPTABLE DOCUMENTATION
1. PERSONNEL (for both EPA-funded and non-EPA funded employees whose services will count towards the recipient's cost share) Records must: • meet the requirements in 2 CFR 200.430(i) for producing accurate information regarding actual hours an employee worked performing the EPA agreement. • reflect 100% of actual	

hours worked daily and the projects, programs or activities worked, not estimated amounts or percentages. They must also reflect non-working hours used during the pay period. • be certified by an appropriate recipient manager indicating that the hours shown as worked in support of the EPA assistance agreement were actually spent on activities approved and eligible under the agreement for which the costs are claimed • contain names of employees charging time to the agreement, with explicit indication of number of hours charged, the hourly rate, and the total amount thereof charged.	
1a. Working Hours	• Copies of time sheets or equivalent records
1b. Non-Working Hours (e.g., sick leave, annual leave, holiday pay, etc.) being charged to the agreement if not covered by a leave rate or included in fringe benefits.	• A schedule or report showing the non-working hour cost calculations and amounts claimed, including the applicable accruals and distribution methodologies for the periods used in the calculations.
2. FRINGE BENEFITS – if applicable, approved fringe rate or actual costs per employee.	• A schedule or report showing the fringe benefit cost calculations per employee, per pay period being claimed for payment and charged to the assistance agreement. Individual items included in approved fringe benefit rates must be identified.
3. INDIRECT COSTS – either an approved indirect cost rate agreement covering the period for the indirect costs being claimed, or otherwise approved to use the 10% de minimis rate. See the General Terms and Conditions for additional information.	• A schedule or report showing the indirect costs calculations and amounts claimed and charged to the assistance agreement, including the applicable rates and cost basis for the periods used in the calculations.
4. TRAVEL Note: First class/business class travel costs are not allowable.	• listing of trips taken, trip dates, location, purpose, and actual costs incurred. • copy of signed and dated authorization documents for each trip. • written certification by employee's supervisor or other authorized official that the trip took place. • copy of signed and dated travel vouchers showing actual expenditures

5. EQUIPMENT – records must show equipment items, quantity, unit cost, and total amount consistent with the PO and RFP.	• copy of procurement requests • copy of vendor invoices • quotes or bid announcements as required
6. SUPPLIES	• invoices showing supply items, quantity, unit cost, and total amount consistent with the Purchase Order. • copy of procurement requests • copy of vendor invoices • quotes or bid announcements as required
7. CONTRACTUALThe contract agreement must include all applicable clauses stipulated at 2 CFR Part 200.327 and Appendix II. NOTE: per the grant-specific programmatic Terms and Conditions of the award, all contracts should have already been reviewed and approved by the project officer. Contracts for Architectural and Engineering services are included in this category. The costs for consultant compensation that are charged to the EPA assistance agreement (including cost shares) must not exceed the consultant cap (Level IV of the Executive Schedule) as described at 2 CFR 1500.10	• documents showing quotes or bid announcements as required. • evidence of the selection decision and a cost and price analysis • copy of contractor invoices
8. CONSTRUCTIONThis category includes contracts for general construction and other contractor costs for activities described in EPA's Small and Disadvantaged Business (DBE) rule at 40 CFR 33.103.	• documents showing quotes or bid announcements as applicable. • evidence of the selection decision and a cost and price analysis • copy of contractor and vendor invoices
9. OTHERIf subaward costs are being claimed, a copy of the executed subaward agreement must be provided. The subaward agreement must comply with the requirements of the subaward term and condition of the EPA award and 2 CFR 200.331 and 200.332.	• invoices showing items, quantity, unit cost, and total amount. As applicable ensure there are: • copies of procurement requests • copy of vendor invoices • quotes or bid announcements as required • documentation of participant support cost payments approved in the budget • cost Calculations/Allocations of shared costs like rent, utilities, etc.

Programmatic Conditions

GRANT-SPECIFIC PROGRAMMATIC TERMS AND CONDITIONS FOR EPA COMMUNITY GRANTS

A. Performance Reporting ([2 CFR 200.329](#))

The recipient agrees to submit performance reports to the EPA Project Officer *on a semi-annual basis, no later than April 30 and October 30 of each year*. The final performance report must be submitted no later than 120 calendar days after the period of performance.

Performance reports must relate financial data and project or program accomplishments to performance goals and objectives and include brief information on each of the following areas, as applicable: 1) a comparison of accomplishments to the outputs/outcomes established in the assistance agreement workplan for the reporting period; 2) explanations on why established outputs/outcomes were not met; and 3) additional information, analysis, and explanation of cost overruns or higher-than-expected unit costs.

The recipient agrees to inform EPA as soon as problems, delays, or adverse conditions become known which will materially impair the ability to meet the outputs/outcomes specified in the assistance agreement workplan.

B. Project changes ([2 CFR 200.308](#))

Consistent with 2 CFR 200.308, the recipient must request prior written approval from EPA for the following program and budget-related reasons, including: changes which alter the project performance standards; changes in the scope or objectives of the project (even if there is no associated budget revision requiring prior written approval) or substantially altering the design of the project; changes in key personnel (including employees and contractors) that are identified by name or position in the Federal award; the disengagement from a project for more than three months, or a 25% reduction in time and effort devoted to the Federal award over the course of the period of performance, by the approved project director or principal investigator; the inclusion, unless waived by the EPA, of costs that require prior approval in accordance with subpart E to 2 CFR Part 200 as applicable; the transfer funds between construction and non-construction budget categories; significantly delaying or accelerating the project schedule; or substantially altering the facilities plan, design drawings and specifications, or the location, size, capacity, or quality of any major part of the project. Note, depending on the type of change, the Agency Award Official or Grant Management Officer may need to make the final determination.

C. Right of Access ([2 CFR 200.337](#))

EPA will have access to all records which are pertinent to the assistance agreement (including fiscal, procurement, and engineering data and files), and EPA may conduct site visits and inspections related to progress of the assistance agreement workplan activities.

• Procurement Document Submission

(1) With the exception of projects that qualify for the procurement flexibilities in the FY 2024 Consolidated Appropriations Act (P.L. 118-42) discussed below in term and condition D. Procurement, the recipient shall submit a copy of all proposed and/or executed contracts for services (including professional and construction), supplies, and equipment over \$250,000 to the EPA Project Officer for review. The

submittal of the proposed and/or executed contracts must include procurement records.

(a) Recipient agrees to submit plans and specifications, requests for proposals, invitations for bids, scopes of work, and/or plans and specifications to the EPA Project Officer for review prior to advertising for bids, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun. Recipient will also submit any addenda to these documents to the EPA Project Officer for review prior to the opening of bids, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun.

(b) Recipient agrees to submit to the EPA Project Officer, within ten calendar days after a bid opening, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun, the bid package of the lowest responsive, responsible bidder for review prior to the award of a contract, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun. The bid package will include a bid tabulation, a copy of the proof of advertising, the bid bond of the low bidder, the Minority Business Enterprise(MBE) / Women's Business Enterprise (WBE) proposed utilization by the low bidder with a statement from Recipient that the efforts taken by the low bidder meet the statutory/regulatory requirements, and the recommendation to award a contract to the low bidder.

(c) Recipient agrees to submit to the EPA Project Officer for review any proposed and/or executed contract for services, such as architectural/engineering or grant management or construction, prior to signing each contract, or as soon as practicable thereafter if a contract has been executed or performance under the contract has begun, as well as any change orders executed after the award of the contract. A description of the process used to procure those services will also be submitted. To be accepted as allowable project costs, such procurements/contracts must comply with all statutory and regulatory requirements, including [40 U.S.C. 1101 et seq.](#) (the Brooks Act) or an equivalent State qualifications-based procurement requirement, as applicable; [2 CFR Part 200](#); [2 CFR Part 1500](#); and/or [40 CFR Part 33](#).

(2) Recipients that qualify for the procurement flexibilities discussed below in term and condition D. Procurement, must provide to the EPA upon request solicitation documents (e.g., Request for Proposals or Request for Qualifications), contracts, and/or any other pertinent documents relating to the process used to enter the contract.

(3) All recipients, to include those that qualify for the procurement flexibilities in the FY 2024 Consolidated Appropriations Act (P.L. 118-42) discussed below in term and condition D. Procurement must comply with the requirements in the Davis-Bacon Act, American Iron and Steel (AIS), and Build America, Buy America (BABA) in any procurements and resulting contracts as applicable. These requirements include incorporating the appropriate prevailing wage determinations and AIS/BABA in the solicitation documents.

D. Procurement

The FY 2024 Consolidated Appropriations Act (P.L. 118-42), which was signed into law on March 9, 2024, states:

Provided further, That the funds made available under this heading for Community Project Funding/Congressionally Directed Spending grants in this or prior appropriations Acts are not

subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance, if a Community Project Funding/Congressionally Directed Spending recipient has procured services or products through contracts entered into prior to the date of enactment of this legislation that complied with state and/or local laws governing competition.

(a) Recipients with projects identified in the FY 2024 or prior (i.e., FY 2022 and FY 2023) Appropriations Acts are not subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance if the recipient has:

- procured services or products through contracts entered into prior to March 9, 2024; and
- complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent, as applicable, and method of procurement).

The recipient must provide a written statement to the EPA Project Officer affirming any contracts entered into prior to March 9, 2024, complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent as applicable, and method of procurement). The statement must also include the date the contracts were entered into. The contract will be considered covered by the provision upon receipt of written confirmation from EPA.

The recipient must retain documentation (e.g., solicitation documents, procurement certifications from state and/or local officials) demonstrating compliance of such contracts with state and/or local laws governing competition, including such laws relating to participation by disadvantaged business enterprises or equivalent as applicable.

(a)(1) Contract Amendments after March 9, 2024, and FY 2024 Procurement Flexibility

Recipients with projects identified in the FY 2024 or prior (i.e., FY 2022 and FY 2023) Appropriations Acts may not be subject to compliance with Federal procurement requirements for competition and methods of procurement applicable to Federal financial assistance (with the exception noted below in paragraph (a)(2) for contract modifications over the Simplified Acquisition Threshold in effect at the time of award) for contract amendments that occur after March 9, 2024, if the recipient has:

- (i) procured services or products through contracts entered into prior to March 9, 2024;
- (ii) entered into said contracts in compliance with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent, as applicable, and method of procurement); and
- (iii) complied with state and/or local laws relating to contract amendments as applicable.

The recipient must provide a written statement to the EPA Project Officer affirming any contracts entered into prior to March 9, 2024, and contract amendments after that date, complied with state and/or local laws governing competition (including laws/policies relating to participation by disadvantaged business enterprises or equivalent as applicable, and method of procurement). The statement must also include the date the contracts and contract amendments were entered

into. The contracts and contract amendments will be considered covered by the provision upon receipt of written confirmation from EPA.

The recipient must retain documentation (e.g., solicitation documents, procurement certifications from state and/or local officials) demonstrating compliance of such contracts and amendments with state and/or local laws governing competition, including such laws relating to participation by disadvantaged business enterprises or equivalent as applicable.

(2) Consistent with 2 CFR 200.324, the recipient further agrees that for all contract modifications/amendments in excess of the Simplified Acquisition Threshold in effect at the time of award, the recipient will perform a cost or price analysis.

(b) All other recipients who do not qualify for the procurement flexibilities discussed in section (a) must procure all services (professional, construction, etc.), supplies, and equipment awarded under this grant in accordance with all applicable federal requirements, including: [40 U.S.C. 1101 et seq.](#) (*the Brooks Act*) or an equivalent State qualifications-based procurement requirement, as applicable; [2 CFR Part 200](#); [2 CFR Part 1500](#); and/or [40 CFR Part 33](#). This includes all services (professional, construction, etc.), supplies, and equipment for which costs are approved as preaward costs.

(c) Recipient must comply with the procurement processes for architectural and engineering (A/E) services as described in [40 U.S.C. 1101 et seq.](#), or an equivalent State qualifications-based requirement.

Where equivalent State qualifications-based requirements are complied with, the source of the requirement (e.g., existing State legislation or regulation, etc.) must be stated, and a certification from the Governor of the State that the State's A/E procurement requirements are equivalent to [40 U.S.C. 1101 et seq.](#) must accompany the grant application. In lieu of a certification from the Governor, the Attorney General's certification submitted with each grant application may include this certification. The requirements of [40 U.S.C. 1101 et seq.](#) include:

- Public announcement of the solicitation (e.g., public announcement of a Request for Qualifications);
- Evaluation and ranking of the submitted qualifications statements based on established, publicly available criteria (e.g., criteria identified in the solicitation);
 - Evaluation criteria should be based on demonstrated competence and qualifications for the type of professional services required (e.g., past performance, specialized experience, and technical competence in the type of work required);
- Discussion with at least three firms to consider anticipated concepts and compare alternative methods for furnishing services;
- Selection of at least three firms considered to be the most highly qualified to provide the services required; and
- Contract negotiation with the most highly qualified firm to determine compensation that is fair and reasonable based on a clear understanding of the project scope, complexity, professional nature, and the estimated value of the services to be rendered;
 - In the event that the recipient is unable to negotiate a satisfactory contract with the firm, the recipient shall formally terminate negotiations and then undertake negotiations with the next most qualified of the selected firms, continuing the process until an agreement is reached. If the recipient is unable to negotiate a satisfactory contract with any of the selected firms, the agency head shall select additional firms in order of their competence

and qualification and continue negotiations in accordance with this section until an agreement is reached.

In the event that the State has no existing equivalent qualifications-based requirement for procurement, the federal requirements in [40 U.S.C. 1101 et seq.](#) apply.

(d) All recipients, to include those that qualify for the procurement flexibilities discussed in section (a), must comply with the requirements in the Davis-Bacon Act, American Iron and Steel (AIS), and Build America, Buy America (BABA) in any procurements and resulting contracts as applicable. These requirements include incorporating the appropriate prevailing wage determinations and AIS/BABA in the solicitation documents.

E. Cybersecurity Condition

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State or Tribal law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure. For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient will contact the EPA Project Officer no later than 90 days after the date of this award and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes, under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: (i) by including this requirement in subaward agreements; and (ii) during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.332(e), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

F. Signage

The FY 2022 Consolidated Appropriations Act (Pub. Law 117-103), FY 2023 Consolidated Appropriations Act (Pub. Law 117- 328), and FY 2024 Consolidated Appropriations Act (Pub. Law 118-42) provide that those federal requirements that would apply to a Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF) project grant recipient shall apply to a grantee receiving a Community Grant. Consequently, these Appropriations Acts extend Signage

requirements applicable to SRF projects to Community Grants. The recipient agrees to comply with the SRF Signage Guidelines in order to enhance public awareness of EPA assistance agreements nationwide.

Basic Requirements

Recipients should note that they have the option of selecting different implementation options depending on the location, project type, and available resources. The costs of compliance with the signage requirements are allowable under the grant, provided the costs are reasonable. Recipients must ensure limited English proficient individuals have meaningful access to activities receiving EPA funds, consistent with Executive Order 13166 and EPA Order 1000.32. In this regard, to increase public awareness of projects serving communities where English is not the predominant language, EPA encourages recipients to translate the language used (excluding the EPA logo or seal) into the appropriate non-English language(s). The costs of such translation are allowable under the grant, provided the costs are reasonable.

Summary of Options

The SRF Signage Guidelines present a number of options which communities can explore to implement EPA's signage policy. The option selected should meet all of the Basic Requirements above while remaining cost-effective and accessible to a broad audience. The following strategies are acceptable options for communities to follow:

Standard signage

- Posters or wall signage in a public building or location
- Newspaper or periodical advertisement for project construction, groundbreaking ceremony, or operation of the new or improved facility
- Online signage placed on community website or social media outlet
- Press release

Each of these options is described in more detail in the sections below.

Implementation Option: Standard Signage

EPA recommends that large projects that involve significant expansion or construction of a new facility elect to publicize through standard signage. This option should be selected for projects where the sign would be near a major road or thoroughfare or where the facility is in a location at which this would effectively publicize the upgrades. Some facilities will not find this an appropriate or cost-effective solution. For example, investing in a large road sign for a facility that is located in a rural area or where access is limited to a smaller service road would likely not be an optimal solution.

Signs can also be located away from the project site if there is another reasonable alternative. For example, a community may elect to place a sign advertising the project near a body of water that receives discharge from a particular facility.

Recipients selecting projects that will implement this requirement through use of a traditional sign should ensure the following are included:

- The name of the facility, project, and community
- Project cost (total grant award amount, i.e., federal share plus recipient contribution)
- The EPA and Recipient logos (EPA logo may only be used on a sign)

If the EPA logo is displayed along with logos of other participating entities, the EPA logo must not be displayed in a manner that implies that EPA itself is conducting the project. Instead, the EPA logo must be accompanied with a statement indicating that the recipient received financial assistance from EPA for the project. As provided in the sign specifications from the EPA Office of Public Affairs (OPA), the EPA logo is the identifier for assistance agreement projects. Recipients are responsible to comply with the sign specifications provided by the OPA, available at <https://www.epa.gov/grants/epa-logo-seal-specifications-signage-produced-epa-assistance-agreement-recipients>. To obtain the appropriate EPA logo graphic file, the recipient should send a request directly to OPA and include the EPA Project Officer in the communication; contact information can be found at <https://www.epa.gov/aboutepa/using-epa-seal-and-logo#download>.

Implementation Option: Posters, Brochures, and/or Pamphlets

Smaller projects, projects located in rural areas, and other efforts may find that it is more cost-effective and practical to advertise efforts through creation of a poster or smaller sign. If the project involves nonpoint source or green infrastructure components, those can be described at the discretion of the recipient.

The poster or brochure and acknowledgement should be visible, as well as a website or other source of information for individuals that may be curious about the Community Grants program. The recipient may also implement this option as a short pamphlet that is placed in one of the locations noted below for community members to read.

Posters, brochures, and/or pamphlets should be placed in a public location that is accessible to a wide audience of community members. This can include, but is not limited to:

- Town or City Hall
- Community Center
- Locally owned or operated park or recreational facility
- Public Library
- County/municipal government facilities
- Court house or other public meeting space

Given the low cost for producing multiple copies of the same poster, brochure, and/or pamphlet, communities can explore options for displaying these posters in several locations simultaneously. This

would achieve the overall objective of reaching a broad audience and publicizing the project.

Projects that will implement this requirement through use of posters, brochures, and/or pamphlets should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of project
- Brief description of the water quality benefits the project will achieve

Implementation Option: Newsletters, Periodicals, and/or Press Releases

For communities where there is no suitable public space or where advertisement through signage is unlikely to reach community members effectively, projects can be advertised in a community newsletter or similar periodical. States can use guidelines from their standard public notice practices. For new construction, if a groundbreaking ceremony is to be held, an announcement could publicize or accompany publicity for this event.

In some cases, it may be appropriate for the recipient to issue a formal press release announcing construction of a new facility. Distributing a single prepared statement concisely summarizing the project purpose and the joint funding from EPA and community resources can reach a wide audience as the statement goes through multiple news outlets.

If the recipient decides on a public and/or media event to publicize the accomplishment of significant events related to the project as a result of EPA support, the recipient must provide EPA with at least ten working days' notice of the event and the opportunity to attend and participate in the event.

Recipients that will implement this requirement through use of a newsletter, periodical, or press release should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Implementation Option: Inserts and/or Pamphlets in Water/Sewer Bills

Utilities can consider including a single-page insert within water and sewer bills that are mailed to residents and users in the affected community. This approach would effectively publicize the project to those individuals directly benefitting from the project. The flyer or insert could emphasize the environmental and public health benefits to the community.

Recipients that will implement this requirement through use of inserts and/or pamphlets in water/sewer

bills should ensure the following are included:

- Name of facility, project, and community
- Project is wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Implementation Option: Online and/or Social Media Publicity

Many communities are increasingly finding that the internet is the most cost-effective approach to publicizing their projects and reaching a broad audience of stakeholders. Online “signage” should follow the minimum information guidelines above and may appear on the town, community, and/or facility website if available. In some cases, communities may be active on social media sites such as Facebook or X, formally known as Twitter. These can be used as an opportunity for publicizing projects and information about how EPA funds are being used in the community.

These online announcements/notices may be appropriate for settings where physical signage would not be visible to a wide audience. They can be a more cost-effective option than traditional signs or publicity in print media outlets. This option may be most useful where the community's website is a well-recognized source of information for its residents.

In the case of some projects, such as nonpoint source, there might be additional opportunities for online publicity through partner agencies or organizations. This could take place either on the organization's website or through other social media outlets.

Projects that will implement this requirement through use of online and/or social media publicity should ensure the following are included:

- Name of facility, project, and community
- Project was wholly or partially funded with EPA funding
- Brief description of the project
- Brief listing of water quality benefits to be achieved

Suggested Language for Alternate Options

For any of the alternate implementation options listed above, recipients have discretion to structure their signage as they see appropriate. The language below is offered as an option for use in posters, pamphlets, brochures, press releases, and/or online materials. Communities may consider using the following:

“Construction of upgrades and improvements to the [Name of Facility, Project Location, or WWTP] were financed by the grant funding administered by the U.S. Environmental Protection Agency (EPA). EPA's Community Grant Program. This project will (description of project) and will provide water quality

benefits [details specifying particular benefits] for community residents and businesses in and near (name of town, city, and/or water body or watershed to benefit from project.)

For projects in certain areas, recipients should consider whether it is appropriate to include additional details about the project. Specific benefits, such as reduction of CSO events, lessening of nutrient pollution, reducing contaminant levels or water pumping costs, or improvements to a particular water body, may be of interest to community residents. In these cases, including additional detail would further serve to showcase positive efforts financed by EPA. Additionally, recipients may elect to detail improvements in energy efficiency or water conservation achieved by project upgrades. If the project includes green infrastructure components such as rain gardens and green roofs that have environmental and aesthetic benefits to the community, these can be described briefly as well. Again, this additional information can be included at the discretion of the recipient when it is appropriate, given the project type, location, and the type of signage or publicity effort selected.

G. Public or Media Events

The recipient will notify the EPA Project Officer listed in this award document of public or media events publicizing the accomplishment of significant events related to the project as a result of EPA support and provide the opportunity for attendance and participation by federal representatives with at least ten working days notice.

H. Federal Cross-cutting Requirements/Other Applicable Federal Laws

Recipient must comply with federal cross-cutting requirements as well as other applicable federal laws as provided in EPA's [Community Grants Program Final Implementation Guidance](#). For additional information on cross-cutting requirements, as well as applicability for recipients and subrecipients, visit <https://www.epa.gov/grants/epa-subaward-cross-cutter-requirements>.

I. American Iron and Steel (AIS)

AIS requirements apply to State Revolving Fund assistance agreements signed on or after January 17, 2014, including all treatment works projects funded by a CWSRF assistance agreement and all public water system projects funded by a DWSRF assistance agreement. Based on the directive Congressional language in the FY 2022, FY 2023, and FY 2024 Consolidated Appropriations Acts' (i.e., "Applicable Federal requirements that would apply to a Clean Water State Revolving Fund or Drinking Water State Revolving Fund project grant recipient shall apply to a grantee receiving a CPF grant under this section"), AIS requirements apply to this award agreement.

(a) *Definitions.* As used in this award term and condition—

(1) "iron and steel products" mean the following products made primarily of iron or steel, where "primarily" means 50% or greater iron/steel, measured by materials costs: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and ferrous construction materials.

(2) "steel" means an alloy that includes at least 50 percent iron, between .02 and 2 percent carbon, and may include other elements.

(b) *Domestic preference.*

(1) This award term and condition requires that all iron and steel products used for a project for the construction, alteration, maintenance or repair of a public water system or treatment work are produced in the United States except as provided in paragraph (b)(2) of this section and condition. "Produced in the United States means all manufacturing processes, beginning with initial melting, must occur in the United States.

(2) This requirement shall not apply in any case or category of cases in which the Administrator of the Environmental Protection Agency finds that—

(i) applying the requirement would be inconsistent with the public interest;

(ii) iron and steel products are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or

(iii) inclusion of iron and steel products produced in the United States will increase the cost of the overall project by more than 25 percent.

(3) The Build America, Buy America (BABA) Act requirements do not supersede the AIS requirements, and both provisions still apply and work in conjunction. Compliance with AIS requirements meets the BABA requirements for iron and steel.

(c) *Request for a Waiver under (b)(2) of this section*

(1) Any recipient request to use foreign iron or steel products in accordance with paragraph

(b)(2) of this section shall include adequate information for federal Government evaluation of the request, including—

(i) A description of the foreign and domestic iron and/or steel, ;

(ii) Unit of measure;

(iii) Quantity;

(iv) Cost;

(v) Time of delivery or availability;

(vi) Location of the project;

(vii) Name and address of the proposed supplier; and

(viii) A detailed justification of the reason for use of foreign iron or steel products cited in accordance with paragraph (b)(2) of this section.

(2) If the Administrator receives a request for a waiver under this section, the waiver request shall be made available to the public for at least 15 days prior to making a finding based on the

request.

(3) Unless the Administrator issues a waiver of this term, use of foreign iron and steel products is noncompliant with Section 608 of the Clean Water Act and Section 1452(a)(4) of the Safe Drinking Water Act.

(d) This term and condition shall be applied in a manner consistent with United States obligations under international agreements.

J. Build America, Buy America Act (BABA)

This term and condition supplements the “Build America, Buy America” term and condition included in EPA's [General Terms and Conditions](#).

(a) Definitions.

As used in this award term and condition —

(1) “Build America, Buy America Preference” means the “domestic content procurement preference” set forth in section 70914 of the Build America, Buy America Act, which requires the head of each Federal agency to ensure that none of the funds made available for a Federal award for an infrastructure project may be obligated unless all of the iron, steel, manufactured products, and construction materials incorporated into the project are produced in the United States.

(2) “Infrastructure” encompasses public infrastructure projects in the United States, which includes, at a minimum, the structures, facilities, and equipment for roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property; and structures, facilities, and equipment that generate, transport, and distribute energy including electric vehicle (EV) charging.

(3) “Infrastructure Project” means any activity related to the construction, alteration, maintenance, or repair of infrastructure in the United States regardless of whether infrastructure is the primary purpose of the project.

(b) Domestic Preference.

This term and condition implements the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58, including Build America, Buy America Act, Pub. L. No. 117-58, §§70901-52. None of the funds provided under this award may be used for a project for infrastructure unless:

(1) all iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;

(2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the

components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard that meets or exceeds this standard has been established under applicable law or regulation for determining the minimum amount of domestic content of the manufactured product; and

(3) all construction materials are manufactured in the United States. All manufacturing processes for the construction material occurred in the United States. Construction materials includes an article, material, or supply—other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is or consists primarily of:

- non-ferrous metals;
- plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
- fiber optic cable (including drop cable);
- optical fiber;
- glass (including optic glass);
- lumber;
- drywall; and
- engineered wood.

(4) The Build America, Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

(c) Waiver Request.

(1) When necessary, recipients may apply for a waiver from these requirements.

(2) A request to waive the application of the domestic content procurement preference must be in writing and submitted following the waiver instructions at <https://www.epa.gov/cwsrf/build-america-buy-america-baba>.

(3) Waiver requests are subject to public comment for at least 15 days prior to making a finding based on the request.

(4) Waiver requests are subject to review by the Office of Management and Budget's Made in

America Office.

(5) There may be instances where an award qualifies, in whole or in part, for an existing waiver described at <https://www.epa.gov/cwsrf/build-america-buy-america-baba-approved-waivers>.

(6) The U.S. Environmental Protection Agency may grant a waiver based upon one of the exceptions as established in Section 70914(b) of the Infrastructure Investment and Jobs Act and further described in the Office of Management and Budget Memorandum M-24-02-.

(7) Any recipient waiver request to use foreign iron, steel, manufactured products, and/or construction materials in an infrastructure project shall include adequate information for the Federal Government evaluation of the request, including—

- i. The Federal Award Identification Number (FAIN);
- ii. Location and description of the project;
- iii. Total cost of infrastructure expenditures, including federal and non-federal funds;
- iv. List of iron or steel item(s), manufactured products, and construction material(s) proposed to be excepted from Buy America requirements, including name, cost, country (ies) of origin (if known), relevant Product Services Code (PSC) and North American Industry Classification System (NAICS) code for each, unit of measure, quantity, time of delivery or availability, and name and address of the proposed supplier;
- v. Project schedule including earliest targeted installation dates of items requested to be waived;
- vi. A detailed justification of the reason for use of foreign iron, steel, manufactured products, and/or construction materials;
- vii. Recipient's Unique Entity Identifier (UEI);
- viii. Anticipated impact if no waiver is issued; and
- ix. A certification that the federal official or assistance recipient made a good faith effort to solicit bids for domestic products supported by terms included in requests for proposals, contracts, and nonproprietary communications with the prime contractor.

(8) Unless a waiver applies, use of foreign iron, steel, manufactured products, and/or construction materials that are consumed in, incorporated into, or affixed to an infrastructure project is noncompliant with this term and condition pursuant to the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58, including Build America, Buy America Act, Pub. L. No. 117-58 §§70901-52.

(d) Waiver Evidence Submission.

(1) The recipient must maintain documentation of any use of materials which are considered de minimis and are covered by an [existing waiver](#) (e.g. miscellaneous, generally low-cost products that are essential for construction and are incorporated into the physical structure of the project)

with grant project files for a period of three years from the date of submission of the final expenditure report, in accordance with [2 CFR 200.334](#).

(2) If the recipient seeks coverage under an existing general applicability [BABA waiver](#), the recipient agrees to submit available evidence to the EPA Project Officer to support such a determination as identified in the BABA waiver. The recipient shall maintain this evidence with grant project files for a period of three years from the date of submission of the final expenditure report, in accordance with [2 CFR 200.334](#).

K. Environmental Review

In accordance with the requirements of the National Environmental Policy Act, EPA has issued a categorical exclusion for this project in accordance with provisions in [40 CFR Part 6](#). If EPA determines that a categorical exclusion is not appropriate for this project, the recipient agrees to submit information necessary for EPA to prepare an Environmental Assessment and issue a Finding of No Significant Impact. If the scope of the project changes, the recipient understands that additional environmental review may be necessary.

L. Davis-Bacon Labor Standards

1. Program Applicability

a. Program Name: Community Grants Program

b. Statutes requiring compliance with Davis-Bacon:

- Consolidated Appropriations Act, 2022 (P.L. 117-103);
- Consolidated Appropriations Act, 2023 (P.L. 117-328); and
- Consolidated Appropriations Act, 2024 (P.L. 118-42)

c. Activities subject to Davis-Bacon:

- **For Community Grants Projects that are inclusive of CWSRF-eligible activities:** Treatment works constructed in whole or in part with assistance made available by the FY 2022, FY 2023, and/or FY 2024 Consolidated Appropriations Acts discussed in section b.
- **For Community Grants Projects that are inclusive of DWSRF-eligible activities:** Any construction project carried out in whole or part with assistance made available by the FY 2022, FY 2023, and/or FY 2024 Consolidated Appropriations Acts discussed in section b.

d. The recipient must work with the appropriate authorities to determine wage classifications for the specific project(s) or activities subject to Davis Bacon under this grant (or cooperative agreement).

2. Davis-Bacon and Related Acts

[Davis-Bacon and Related Acts \(DBRA\)](#) is a collection of labor standards provisions administered by the Department of Labor, that are applicable to grants involving construction. These labor standards include the:

- Davis-Bacon Act, which requires payment of prevailing wage rates for laborers and mechanics on construction contracts of \$2,000 or more;
- Copeland “Anti-Kickback” Act, which prohibits a contractor or subcontractor from inducing an employee into giving up any part of the compensation to which he or she is entitled; and
- Contract Work Hours and Safety Standards Act, which requires overtime wages to be paid for over 40 hours of work per week, under contracts in excess of \$100,000

3. Recipient Responsibilities When Entering Into and Managing Contracts:

a. Solicitation and Contract Requirements:

- Include the Correct Wage Determinations in Bid Solicitations and Contracts:** Recipients are responsible for complying with the procedures provided in [29 CFR 1.6](#) when soliciting bids and awarding contracts.
- Include DBRA Requirements in All Contracts:** Include the following text on all contracts under this grant:

“By accepting this contract, the contractor acknowledges and agrees to the terms provided in the [DBRA Requirements for Contractors and Subcontractors Under EPA Grants](#).”

b. After Award of Contract:

- Approve and Submit Requests for Additional Wages Rates:** Work with contractors to request additional wage rates if required for contracts under this grant, as provided in [29 CFR 5.5\(a\)\(1\)\(iii\)](#).
- Provide Oversight of Contractors to Ensure Compliance with DBRA Provisions:** Ensure contractor compliance with the terms of the contract, as required by [29 CFR 5.6](#).

4. Recipient Responsibilities When Establishing and Managing Additional Subawards:

a. Include DBRA Requirements in All Subawards (including Loans):

Include the following text on all subawards under this grant:

“By accepting this award, the EPA subrecipient acknowledges and agrees to the terms and conditions provided in the [DBRA Requirements for EPA Subrecipients](#).”

- Provide Oversight to Ensure Compliance with DBRA Provisions:** Recipients are responsible for oversight of subrecipients and must ensure subrecipients comply with the requirements in [29 CFR 5.6](#).

5. The contract clauses set forth in this Term & Condition, along with the correct wage determinations, will be considered to be a part of every prime contract covered by Davis-Bacon and Related Acts (see [29 CFR 5.1](#)), and will be effective by operation of law, whether or not they are included or incorporated by reference into such contract, unless the Department of Labor grants a variance, tolerance, or exemption.

Where the clauses and applicable wage determinations are effective by operation of law under this paragraph, the prime contractor must be compensated for any resulting increase in wages in accordance with applicable law.

S. Recipient Work Force

The recipient agrees that the use of Recipient's work force to perform grant-funded construction is subject to the provisions in [2 CFR Part 200](#). Recipient agrees that both the rates paid for direct labor and the types of and costs for fringe benefits for Recipient's work force performing grant-funded activities will be in accordance with normal rates and benefits applicable to similar work performed by Recipient's work force but funded entirely with Recipient's funds. Recipient will maintain adequate file documentation to support both the basis for pay rates and benefits, and the total costs charged to the grant for work performed by Recipient's work force. Recipient will provide time sheets for each worker as back-up documentation when EPA payments are requested.

U. Operation and Maintenance

The recipient agrees that that it will properly operate and maintain all facilities that are partially or wholly funded by this grant for the useful life of the facilities as described below.

Useful Life Timeframes

- Land - Permanent
- Wastewater/Water Conveyance Structures: collection systems, pipes, interceptors, force mains, tunnels, distribution lines, etc. - 40 years
- Other Structures: plant buildings, concrete tankage, basins, lift stations and pump station structures, inlet structures, etc. - 30 years
- Wastewater and Drinking Water Process Equipment - 15 years
- Auxiliary Equipment - 10 years

	U.S. ENVIRONMENTAL PROTECTION AGENCY Assistance Amendment	GRANT NUMBER (FAIN): 00E03931 MODIFICATION NUMBER: 1 PROGRAM CODE: CG	DATE OF AWARD 05/21/2025
		TYPE OF ACTION No Cost Amendment	MAILING DATE 05/21/2025
		PAYMENT METHOD: ASAP	ACH#
		RECIPIENT TYPE: Municipal	
RECIPIENT: City of Plymouth 14900 23rd Avenue N Plymouth, MN 55447-1482 EIN: 41-6008936		Send Payment Request to: Contact EPA RTPFC at: rtpfc-grants@epa.gov	
PROJECT MANAGER Ursinio Puga Gil 1625 Radio Drive Suite 150 Woodbury, MN 55125 Email: ursinio.puga@ae2s.com Phone: 763-509-5950		EPA PROJECT OFFICER Alyssa Herold 77 W Jackson Blvd., WS-15J Chicago, IL 60604-3507 Email: Herold.Alyssa@epa.gov Phone: 312-886-6189	EPA GRANT SPECIALIST Michael Tukes Assistance Section, MA-10J 77 W Jackson Blvd. Chicago, IL 60604-3507 Email: tukes.michael@epa.gov Phone: 312-886-5368
PROJECT TITLE AND EXPLANATION OF CHANGES FY 23 City of Plymouth: Zachary Water Treatment Enhancements Project This agreement provides funding to City of Plymouth to implement its project to add a plate settler system to the existing facility, the City will be able to treat reclaim water more efficiently by reducing the iron and manganese loading in the filter backwash water that is reclaimed to the filters for treatment as directed in the 2024 Consolidated Appropriations Act or as identified in an approved Technical Correction if one has been approved for this project. This time extension amendment extends the budget and project periods to September 30, 2026. The grantee experienced delays in the construction schedule. The extension will allow the City of Plymouth to support a revised construction schedule. The workplan activities remain in accordance with 2023 Consolidated Appropriations Act PL 117-328 guidelines.			
BUDGET PERIOD 06/01/2024 - 09/30/2026	PROJECT PERIOD 06/01/2024 - 09/30/2026	TOTAL BUDGET PERIOD COST \$ 2,500,000.00	TOTAL PROJECT PERIOD COST \$ 2,500,000.00
NOTICE OF AWARD Based on your Application dated 04/29/2025 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$ 0.00. EPA agrees to cost-share 80.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$ 2,000,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS U.S. EPA, Region 5, U.S. EPA Region 5 Mail Code MCG10J 77 West Jackson Blvd. Chicago, IL 60604-3507		ORGANIZATION / ADDRESS U.S. EPA, Region 5, Water Division R5 - Region 5 77 West Jackson Blvd., W-15J Chicago, IL 60604-3507	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official for Robert Fields - Section Supervisor, Grants Management Officer by Robert Fields - Award Official Delegate			DATE 05/21/2025

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$ 2,000,000	\$ 0	\$ 2,000,000
EPA In-Kind Amount	\$ 0	\$ 0	\$ 0
Unexpended Prior Year Balance	\$ 0	\$ 0	\$ 0
Other Federal Funds	\$ 0	\$ 0	\$ 0
Recipient Contribution	\$ 500,000	\$ 0	\$ 500,000
State Contribution	\$ 0	\$ 0	\$ 0
Local Contribution	\$ 0	\$ 0	\$ 0
Other Contribution	\$ 0	\$ 0	\$ 0
Allowable Project Cost	\$ 2,500,000	\$ 0	\$ 2,500,000

Assistance Program	Statutory Authority	Regulatory Authority
66.202 - Congressionally Mandated Projects	2023 Consolidated Appropriations Act (PL 117-328)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$ 0
2. Fringe Benefits	\$ 0
3. Travel	\$ 0
4. Equipment	\$ 0
5. Supplies	\$ 0
6. Contractual	\$ 0
7. Construction	\$ 2,500,000
8. Other	\$ 0
9. Total Direct Charges	\$ 2,500,000
10. Indirect Costs: 0.00 % Base N/A	\$ 0
11. Total (Share: Recipient <u>20.00</u> % Federal <u>80.00</u> %)	\$ 2,500,000
12. Total Approved Assistance Amount	\$ 2,000,000
13. Program Income	\$ 0
14. Total EPA Amount Awarded This Action	\$ 0
15. Total EPA Amount Awarded To Date	\$ 2,000,000

Administrative Conditions

All Administrative Conditions Remain the Same

Programmatic Conditions

All Programmatic Conditions Remain the Same

CITY OF PLYMOUTH

RESOLUTION No. 2025-175

RESOLUTION ACCEPTING GRANT WITH THE U.S. ENVIRONMENTAL PROTECTION AGENCY FOR THE ZACHARY WATER TREATMENT PLANT ENHANCEMENTS PROJECT (WA230001)

WHEREAS, the Zachary Water Treatment Plant (WTP) Enhancements Project is listed in the proposed 2025-2034 Capital Improvement Plan (CIP); and

WHEREAS, the project involves the addition of a plate settler system that will reduce filter backwash settling time, conserve water, and increase the operational efficiency of the facility; and

WHEREAS, the City of Plymouth has applied to Congressman Dean Phillips and the House Appropriations Committee in the federal fiscal year 2023 for the Community Project Funding (CPF) program; and

WHEREAS, the Office of Congressman Dean Phillips has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$2,000,000; and

WHEREAS, a Grant Agreement between the U.S. Environmental Protection Agency (EPA) and the city is necessary to utilize the grant funds for the project; and

WHEREAS, U.S. EPA Agreement No. 00E03931 allows for the city to be reimbursed for up to \$2,000,000 in construction costs.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that:

1. The city agrees to the terms and conditions of the grant and will pay any additional amount by which the cost exceeds the estimate and will return any amount appropriated for the project but not required.
2. The Grant (U.S. EPA Agreement No. 00E03931) between the U.S. EPA and the City of Plymouth is accepted and approved.
3. The Mayor, City Manager, and Public Works Director are authorized and directed to execute documents necessary to facilitate the grant.

APPROVED by the City Council on this 24th day of June, 2025.

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 June 24, 2025, 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
_____, _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Amy Hanson, Facilities and Fleet Manager

Reviewed by: Michael Thompson, Public Works Director

Item: **Award contract for roof replacement Section A at city hall**

1. Action Requested:

Adopt attached resolution awarding contract for roof replacement Section A at city hall.

2. Background:

As part of the 2025 Capital Improvement Plan (CIP), funding was allocated to replace a section of roof at the city hall building. In support of long-term capital planning, staff previously commissioned an inspection of the roof to evaluate its condition.

On April 25, 2024, Central Roof Company conducted that inspection and provided a preventative maintenance plan and replacement schedule. Their assessment concluded that Section A—comprised of a built-up roofing system over a concrete deck—would require full replacement within the next two years. With an expected life span of 20 to 25 years and currently at 23 years of age, Section A is nearing end of its useful life.

Over the past three years, facilities staff have addressed multiple issues within Section A, including failed roof membrane areas, deteriorated flashing and caulking, and drainage system failures, providing additional reasoning to move forward with this project expeditiously.

In February 2025, the city entered into a professional services agreement with Roof Spec Inc., an independent engineering and consulting firm specializing in roof and building envelope systems. The firm's inspection confirmed several areas of concern, including failing membrane sections, deteriorated metal panel systems, and drainage failures. Based on Roof Spec's findings, a full replacement of Section A roof system is recommended. This will include the removal and replacement of the existing insulation,

removal of deteriorated metal paneling systems, installation of a new roof hatch, and installing a fully adhered membrane roofing system. Roof Spec completed the plans and specifications and the project was sent out to public bid on May 1 with a submission deadline of May 30 with two options on material pricing: EPDM (Ethylene Propylene Diene Monomer) as the base bid and PVC (Polyvinyl Chloride) as a bid alternate. Both are commonly used for commercial buildings, and PVC roofing offers energy-saving benefits with better reflectivity, which can assist with lower cooling costs.

Twelve bids were received for the project. The recommended award is based on the alternate bid, which includes a PVC roofing membrane system in the amount of \$398,750 to Equity Builders Company.

Lastly, the city was recently notified of a state grant funding award to install a 40kW solar array system. The solar panels will be installed separately after completion of the roof project this fall. This is similar to the solar arrays recently installed on the two new fire station facilities and reflects the continuance of one of the City Council's strategic priorities of "Environmental Stewardship."

3. Budget Impact:

The total cost of the project based on the low bid submitted by Equity Builders Company is \$432,427.50 and includes the alternate bid for the PVC roofing membrane system (\$398,750.00), construction administration and oversight provided by Roof Spec Inc (\$13,740.00), and contingency (\$19,937.50).

4. Attachments:

1. Bid Tabulation
2. Recommendation for Award
3. City Council Resolution 2025-176

BID TABULATION

May 30, 2025
Plymouth City Hall
Area A Roof Replacement

RSI #25-14298-02

Contractor	Bid Bond	Base Bid EPDM	Alternate #1 PVC	Add/Deduct	Addenda
John A. Dalsin	Yes	\$493,865.00	\$509,865.00	-\$22,250.00	1,2
Morcon Construction	Yes	\$565,110.00	\$546,053.00	+\$45,750.00	1,2
Palmer West Construction	Yes	\$478,600.00	No Bid	-\$44,000.00	1,2
Classic Construction	Yes	\$511,767.31	\$533,000.18	-\$20,000.00	1,2
APR Inc.	Yes	\$403,767.00	No Bid	No Bid	1,2
Central Roofing	Yes	\$497,875.00	\$536,175.00	-\$10,000.00	1,2
Equity Builders Company	Yes	\$398,750.00	\$398,750.00	No Bid	1,2
Diverse Construction	Yes	\$603,000.00	No Bid	-\$44,000.00	1,2
Horizon Roofing	Yes	\$460,400.00	\$489,000.00	No Bid	1,2
Mint Roofing	Yes	\$475,110.00	\$490,070.00	\$77,000.00	1,2
Gabriel Roofing	Yes	\$378,403.00	\$402,500.00	No Bid	1,2
E Roof	Yes	\$240,956.00	No Bid	No Bid	

June 9, 2025

Amy Hanson
Fleet and Facilities Manager
City of Plymouth
3400 Plymouth Blvd
Plymouth, MN 55447

Email: ahanson@plymouthmn.gov

**Roof
Spec
Inc.**



2400 Prior Avenue North
St. Paul, MN 55113
(651) 639-0644
800-494-4085
www.roofspec.com

**SUBJECT: RECOMMENDATION FOR AWARD
CITY HALL AREA A ROOF REPLACEMENT
3400 PLYMOUTH BLVD
PLYMOUTH, MN 55447**

RSI PROJECT #25-14298-02

Dear Amy:

We have reviewed the project and bid with the apparent low bidder Equity Builders Company. They are confident they have addressed all aspects of the project within their bid and can meet the proposed project schedule. We verified the three references they provided and all stated they completed their project efficiently. Based on this, we recommend the contract be awarded to Equity Builders Company for the Alternate Bid for a contract total of \$398,750.00.

If you should have any questions or require further information, please contact our office.
Thank you.

Respectfully,

ROOF SPEC, INC.

Dan Trenda, RRO, RRC
Senior Consultant

CITY OF PLYMOUTH

RESOLUTION No. 2025- 176

RESOLUTION AWARDING CONTRACT FOR THE ROOF REPLACEMENT PROJECT AT CITY HALL

WHEREAS, the 2025-2034 Capital Improvement Plan (CIP) and 2025 budget included the replacement of Section A on the City Hall building; and

WHEREAS, on May 1, 2025, the city advertised for bids; and

WHEREAS, bids were received, and opened and tabulated on May 30, 2025; and

WHEREAS a total of 12 bids were received; and

WHEREAS, Equity Builders Company submitted the lowest responsible bid on the proposed alternate including the PVC roofing membrane system in the amount of \$398,750; and

WHEREAS, the project includes construction administration and oversight services provided by Roof Spec Inc in the amount of \$13,740 and contingency allowance of \$19,937.50; and

WHEREAS, the total project cost is \$432,427.50.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the contract for Equity Builder Company is approved.

BE IT FURTHER RESOLVED, the amount due to Equity Builder Company is \$398,750 for roof replacement project, \$13,740 to Roof Spec Inc, for construction administration and oversight, and the city's contingency of \$19,937.50 for a total expenditure of \$432,427.50.

BE IT FURTHER RESOLVED that funding would come from Public Facilities Fund 610-70-760-76065-8100.500 in the amount of \$432,427.50.

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Sophia Kucera, Community & Economic Development Intern

Reviewed by: Grant Fernelius, CED Director

Item: **Approve variances to allow a detached garage that would exceed 700 square feet in floor area in the front yard for property located at 13522 Sunset Trail (Homeward Bound - 2025035)**

1. Action Requested:

Adopt attached resolution approving variances for Homeward Bound Inc. to allow a detached garage that would exceed 700 square feet in floor area in the front yard for property located at 13522 Sunset Trail, as recommended by the Planning Commission.

Approval requires a 4/7 vote of the City Council.

2. Background:

On June 18, the Planning Commission reviewed the request, conducted the required public meeting, and voted unanimously to recommend approval. Other than the applicant, no one from the public wished to speak on the matter. Planning Commission report is attached.

Notice of the Planning Commission public hearing was mailed to all property owners within 500 feet of the site.

3. Budget Impact:

N/A

4. Attachments:

1. Planning Commission Report
2. Minutes

3. Location Map
4. Site Plans
5. City Council Resolution 2025-177

To: Plymouth Planning Commission

From: Sophia Kucera, Associate Planner (763-509-5285)
Community and Economic Development Department

Subject: Homeward Bound Inc.
Request for variances for a detached garage in the front yard located at 13522
Sunset Trail (2025-035)

Deadline: September 17, 2025

Summary

The applicant is requesting approval of variances to allow the construction of an oversized detached garage addition in the front (south) yard for property located at 13522 Sunset Trail.

An aerial view of the site is included to the right for reference on the site context.

Recommended Action

Community and Economic Development Department staff recommend approval of the request.



Site Information

Zoning and Land Use

	Zoning	Land Use Designation (2040 Comprehensive Plan)
Subject Property	RSF-1	LA-1
North, South, East	RSF-1	LA-1
West	RSF-2	LA-2

School District

The site is in the Wayzata School District (#284).

Natural Characteristics of Site

The site lies in the Bassett Creek watershed district. The site is not located within the flood plain or shoreland overlay district. The site does not contain any wetlands.

Previous City Actions Affecting Site

The principal structure on the subject property was constructed in 1989. There are no previous development applications associated with this site.

Analysis of Variance Request

Summary of Variance: The applicants are requesting two variances to allow the construction of a 768 square foot detached garage addition in the front (south) yard, where a maximum of 700 square feet is required in this zoning district. The proposed garage would provide secured parking for the handicap-accessible vans used to transport residents of the group home facility.

The proposed garage addition would be compliant with all area and setback requirements for the RSF-1 zoning district. Detached accessory structures in residential districts have a maximum allowable area of 700 square feet and are typically not permitted in the front yard. As a result, the applicants must obtain size and location variances prior to construction of a detached garage addition.

To approve a variance, the City Council must make the following findings, per Section 21030 of the Zoning Ordinance. The following findings are written for approval of the variance request. If the Planning Commission recommends denial of the variance, each of the following findings must be made by the Planning Commission for denial.

1. Would the variance, and its resulting construction or project, be in harmony with the general purposes and intent of the Zoning Ordinance, and be consistent with the comprehensive plan?

Finding: Staff finds that the request to expand the available garage space is in harmony with the RSF-1 Zoning Ordinance, where group homes are an allowed use, and consistent with the LA-1 Guiding.

2. Is the variance request is based exclusively upon economic considerations?

Finding: Staff finds that the request is not solely based on economic considerations but based upon the unique characteristics of the property and the request to improve the functionality of the group home.

3. Would the variance, and its resulting construction or project, be detrimental to the public welfare, or would it be injurious to other land or improvements in the neighborhood?

Finding: Staff finds that the request would not be detrimental to the public welfare and would not be injurious to other land/improvements in the neighborhood. The applicant is requesting the variance to be able to store vehicles securely indoors and would not negatively impact neighboring properties.

4. Would variance, and its resulting construction or project, impair an adequate supply of light and air to adjacent properties? Or would it substantially increase traffic congestion in public streets, increase the danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood?

Finding: Staff finds that the request would not impair light and air, nor increase traffic, risk of fire, nor endanger the public safety, nor diminish property values in the neighborhood. Staff finds that the variance request is consistent with allowed uses in this zoning district, and that the resulting project will improve the value and usability of the property.

5. Practical Difficulties

- a. Does the applicant propose to use the property in a reasonable manner permitted by this Chapter?

Finding: Staff finds that the request is reasonable, that the property would be used in a reasonable manner and would result in a garage addition to an existing home in the RSF-1 zoning district.

- b. Is the plight of the landowner due to circumstances unique to the property that were not created by the landowner?

Finding: Staff finds that the variance request is due to property characteristics not created by the landowners but arises from the inherent shape and size limitations of the lot.

- c. The variance, if granted, would not alter the essential character of the locality?

Finding: Staff finds that the request would not alter the essential character of the lot or neighborhood as the garage design would match the existing principal structure, would not generate additional traffic, and would be consistent with neighborhood characteristics.

6. Is the variance requested is the minimum action required to address or alleviate the practical difficulties?

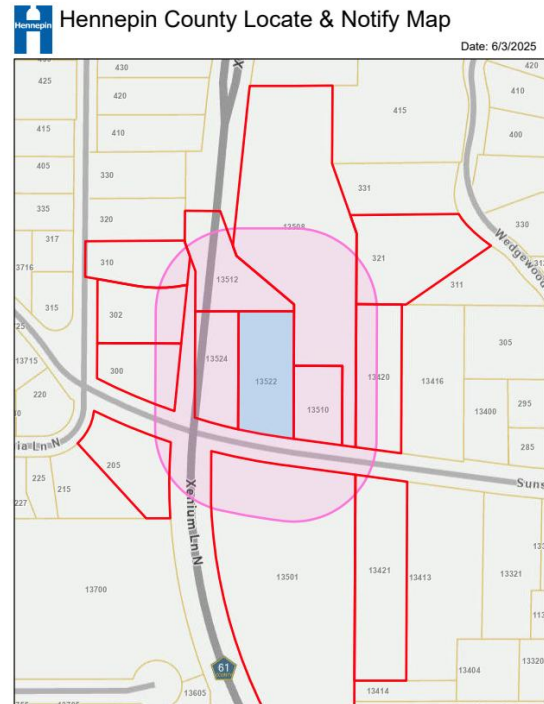
Finding: Staff finds that the variance is the minimum action required to address the unique site characteristics.

Level of Discretion in Decision-Making

The city's discretion in approving or denying a variance is limited to whether the proposal meets the standards for a variance. The city has a relatively high level of discretion with a variance because the burden of proof is on the applicant to show that they meet the standards for a variance.

Public Notice

Notice of the public hearing was mailed to all property owners within 200 feet of the site. A notification area map is included to the right for reference.



Proposed Minutes Planning Commission Meeting June 18, 2025

Chair Boo called a Meeting of the Plymouth Planning Commission to order at 7:00 p.m. in the Council Chambers of City Hall, 3400 Plymouth Boulevard, on June 18, 2025.

COMMISSIONERS PRESENT: Chair Michael Boo, Marc Anderson, Julie Olson, Bill Wixon, Josh Fowler, Neha Markanda, and Jim Willis

COMMISSIONERS ABSENT: None

STAFF PRESENT: Planning Manager Lori Sommers, Senior Planner Shawn Drill, Associate Planner Sohpia Kucera, and City Council Liaison Julie Pointner

Chair Boo led the Pledge of Allegiance.

Call to Order

Public Forum

Approval of Agenda

Motion was made by Commissioner Fowler and seconded by Commissioner Anderson to approve the agenda. With all Commissioners voting in favor, the motion carried.

Consent Agenda

(4.1) Planning Commission minutes from meeting held on June 4, 2025.

(4.2) Planning Commission minutes from special meeting held on June 4, 2025.

Motion was made by Commissioner Olson and seconded by Commissioner Anderson to approve the consent agenda. With all Commissioners voting in favor, the motion carried.

Public Hearing

(5.1) Conditional use permit for an attached garage that would exceed 1,000 square feet in floor area, for property located at 2730 Sycamore Lane (Philip Tryke – 2025034)

Senior Planner Drill presented the staff report.

Chair Boo introduced the applicant, Philip Tryke, who stated that he was available to answer any questions the commission may have.

Chair Boo opened the public hearing.

No comments.

Chair Boo closed the public hearing.

Commissioner Anderson stated that this is a large lot with plenty of room for this and believed it would be a great addition.

Motion was made by Markanda, and seconded by Commissioner Wixon, to recommend approval of a conditional use permit for an attached garage that would exceed 1,000 square feet in floor area, for property located at 2730 Sycamore Lane, subject to the conditions within the draft resolution. With all Commissioners voting in favor, the motion carried.

It was noted that this item will move forward to the City Council for review at the June 24, 2025, meeting.

(5.2) Variances for an oversized detached garage in the front yard for property located at 13522 Sunset Trail (Homeward Bound – 2025035)

Associate Planner Kucera presented the staff report.

Commissioner Anderson asked if the garage door would face Sunset Trail.

Associate Planner Kucera confirmed that to be true and confirmed that the same curb cut access would be used.

Chair Boo introduced the Brent Burg, general contractor for the applicant, who stated that he was present to address any questions the commission may have.

Commissioner Wixon asked what the business does.

Mr. Burg replied that Homeward Bound is a group home, and this location houses six residents. He explained that the garage would allow the ADA van to be parked in the structure. He explained that the attached garage is currently being used for the storage for the residents.

Chair Boo opened the public hearing.

No comments.

Chair Boo closed the public hearing.

Motion was made by Willis, and seconded by Commissioner Olson, to recommend approval of variances for an oversized detached garage in the front yard for the property located at 15522 Sunset Trail. With all Commissioners voting in favor, the motion carried.

It was noted that this item is scheduled to be reviewed by the City Council at the June 24, 2025, meeting.

New Business

Adjournment

Chair Boo adjourned the meeting at 7:20 p.m.



2025035
Homeward Bound Inc.
13522 Sunset Trail
Request for Variance





STRUCTURAL
BUILDINGS



SITE PLAN

PID-3411822340002

HOMeward BOUND

13522 Sunset Trail North
Plymouth MN 55441

PROPOSED GARAGE

24' x 32' (768sq)

Setbacks:

North 243'

East 60'

South 60'

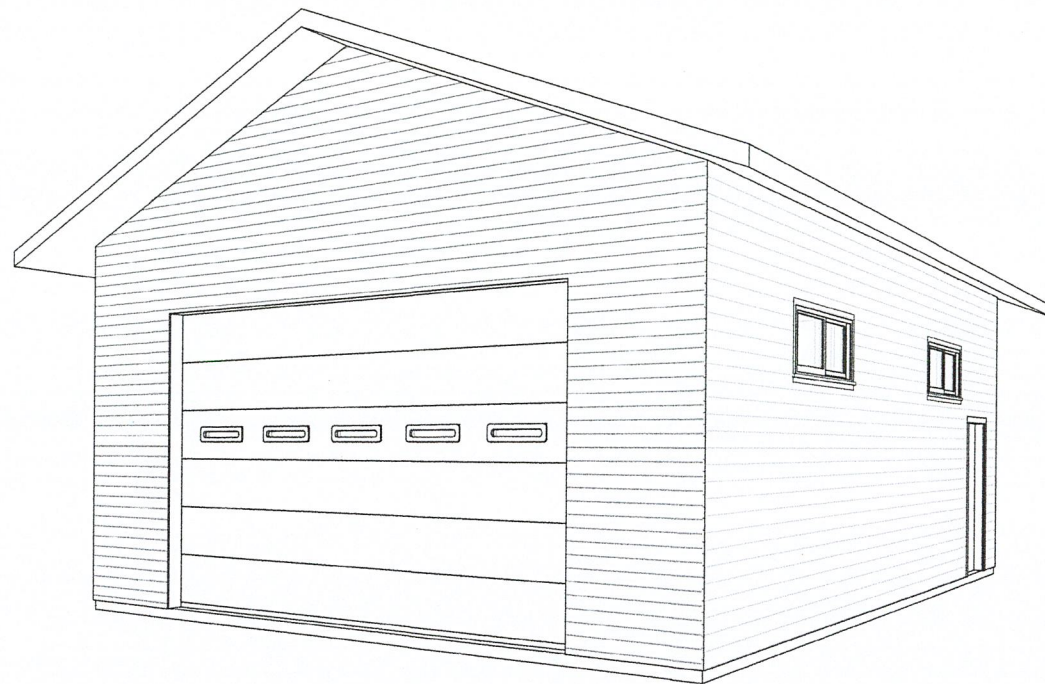
West 40'

No significant changes
to lighting, grading,
or landscaping of property.



Theresa Bluhm

05/20/2025



1 3D View 1
c

GENERAL NOTES

1. THE PLANS AND SPECS AS OUTLINED ARE BASED ON THE DESIGN/BUILD PROCESS OF STRUCTURAL BUILDINGS, THE SUBCONTRACTORS HIRED BY STRUCTURAL BUILDINGS AND THE STRUCTURAL BUILDINGS SALES REPRESENTATIVE. IT IS THE BELIEF OF STRUCTURAL BUILDINGS AND THE CUSTOMER THAT THESE PLANS ARE ACCURATE.
2. WHERE LACK OF INFORMATION, OR ANY DISCREPANCY SHOULD APPEAR IN THE DRAWINGS OR SPECIFICATIONS, WRITTEN INTERPRETATION FROM STRUCTURAL BUILDINGS MUST BE RECEIVED BEFORE PROCEEDING WITH THAT PORTION OF WORK.
3. NO CHANGES, MODIFICATION OR DEVIATIONS SHALL BE MADE FROM THE PLANS AND SPECS WITHOUT WRITTEN PERMISSION FROM STRUCTURAL BUILDINGS.
4. ANY CONTRADICTIONS IN THE PLANS, SPECS, OR APPLICABLE BUILDING CODES MUST BE BROUGHT TO THE ATTENTION OF STRUCTURAL BUILDINGS PRIOR TO WORK BEING PERFORMED. IN THE EVENT OF A CONTRADICTION, THE SUBCONTRACTOR MAY BE REQUIRED TO PERFORM THE MORE STRINGENT REQUIREMENT AT NO ADDITIONAL COST. THIS DECISION RELIES SOLELY ON STRUCTURAL BUILDINGS.
5. ALL SUBCONTRACTORS SHALL TAKE NECESSARY PRECAUTIONS TO PROTECT THE PUBLIC AND ADJACENT PROPERTIES FROM DAMAGE.
6. SUBCONTRACTORS ARE RESPONSIBLE FOR ANY CUTTING/PATCHING OF NECESSARY PENETRATIONS TO INCLUDE GYPSUM BOARD, STEEL, POLY AND CONCRETE.
7. SUBCONTRACTORS ARE RESPONSIBLE FOR SITE ORGANIZATION AND DAILY CLEAN UP.
8. SUBCONTRACTORS SHALL PROVIDE STRUCTURAL BUILDINGS WITH OPERATION MANUALS AND SHOP DRAWINGS AS REQUESTED.
9. UNLESS SPECIFICALLY NOTED IN THE PLANS, THE WINDOW AND DOOR LOCATIONS SHALL BE ALLOWED LEEWAY FOR SIDING AND TRIMS TO BE BEST APPLIED.
10. UNLESS OTHERWISE STATED, THE FINAL GRADING, INCLUDING NECESSARY IMPORT OR EXPORT IS THE RESPONSIBILITY OF THE CUSTOMER.
11. STRUCTURAL DRAWINGS ARE ADDRESS AND PROJECT SPECIFIC AND CAN NOT BE USED FOR ANY OTHER PROJECT OR ADDRESS UNLESS WRITTEN PERMISSION IS PROVIDED BY ORIGINAL ENGINEER OF RECORD.

SHEET LIST

C	COVER SHEET
SB-1	BRACKET PLAN
SB-2	CONCRETE PLAN
SB-3	1ST FLOOR SHELL PLAN
SB-4	ELEVATIONS
SB-5	BUILDING SECTION
SB-6	DOOR SCHEDULE
SB-7	WINDOW SCHEDULE
SB-8	ROOM SCHEDULE

COLOR SCHEDULE

LOCATION	COLOR
<u>SHEET STEEL</u> ROOF EAVE WALLS GABLE WALLS SOFFIT WAINSCOT UPPER SHEATHING	ASPHALT SHINGLES VINYL SIDING VINYL SIDING - - NA
<u>SHEET STEEL (INTERIOR)</u> CEILING LINER WALL LINER WAINSCOT PORCH CEILING	- - - -
TRIMS RIDGE CAP GABLE TRIM EAVE TRIM CORNER TRIM WAINSCOT CORNER WAINSCOT TRANSITION BASE TRIM	- - - - - - - -
<u>WINDOW AND DOOR TRIMS</u> SERVICE DOOR TRIM OHD TRIM WINDOW TRIM SLIDER TRACK COVER SLIDER TRIM SLIDER DOOR PANEL	WHITE WHITE WHITE NA NA NA
<u>MISCELLANEOUS</u> VERSETTA STONE BOLLARD COVERS CUPOLA WALLS CUPOLA ROOF WEATHER VANE ROOF VENT TRIM HEADER WRAP COLUMN WRAP	- - - - - - - -

JOB NAME: HOMEWARD BOUND, INC. JOB #: 25036

SALES REP: BRENT

ADDRESS: 13522 SUNSET TRAIL N.

PLYMOUTH, MN 55441

PHONE: 763-232-0044

CUSTOMER SIGNATURE: _____



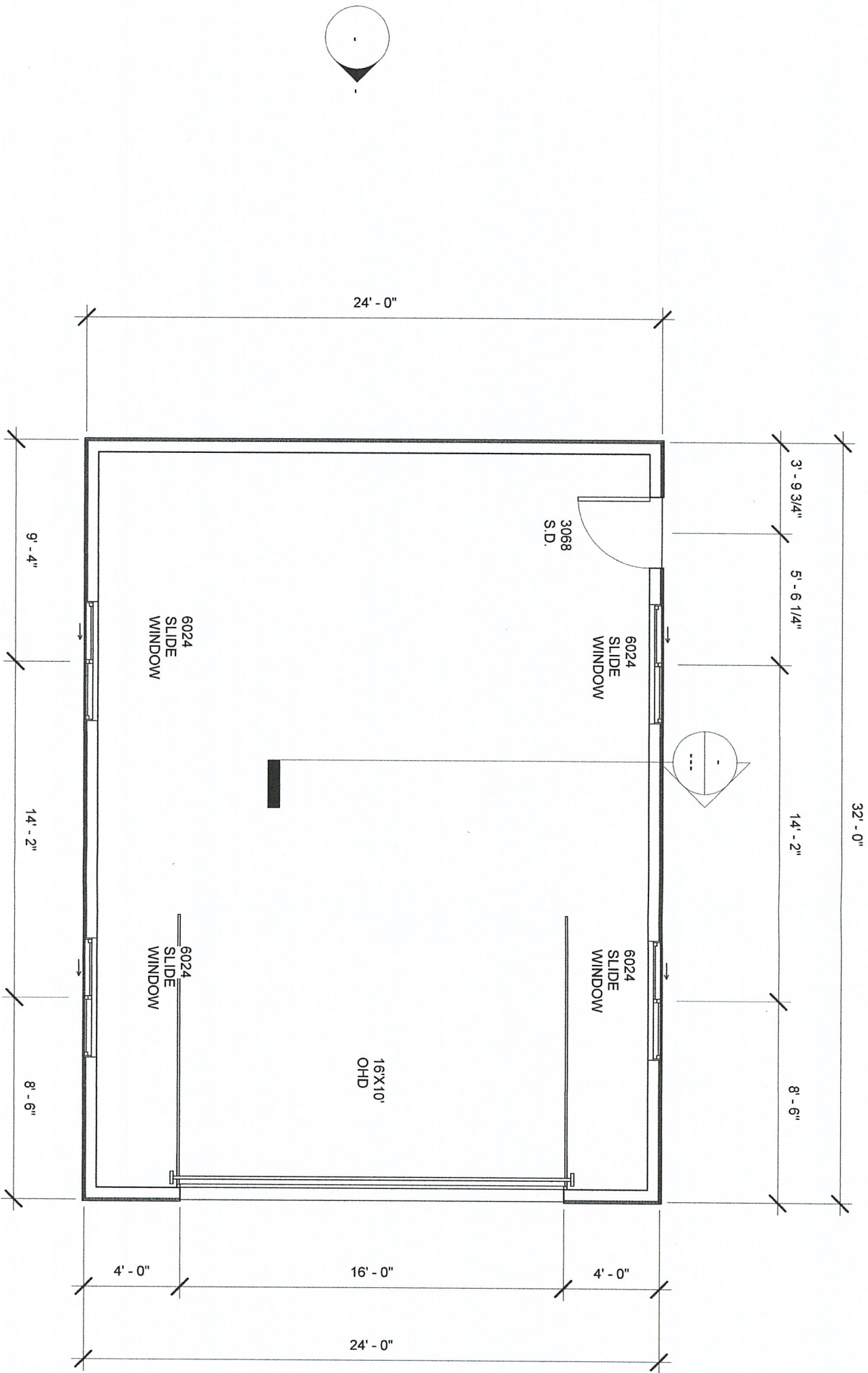
**STRUCTURAL
BUILDINGS**

12926 FIRST STREET
BECKER, MN 55308
OFFICE: (763) 296-5800
STRUCTURALBUILDINGS.COM
COPYRIGHT 2025 STRUCTURAL BUILDINGS

No.	Date
JOB TITLE:	HOMeward BOUND, INC.
DRAWN BY: GK	CUST. INITIAL:
DATE: 4/03/25	SALES REP: BRENT

COVER SHEET

C



1 1ST FLOOR SHELL PLAN
SB-3 3/16" = 1'-0"

**STRUCTURAL
BUILDINGS**

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BECKER, MN 55308

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JOB TITLE: HOMEWARD BOUND, INC.	
DRAWN BY: GK	CUST. INITIAL:
DATE: 4/03/25	SALES REP: BRENT

No.	Date

SB-3

1ST FLOOR SHELL
PLAN

CITY OF PLYMOUTH

RESOLUTION No. 2025-177

RESOLUTION APPROVING VARIANCES FOR HOMEWARD BOUND INC. AT 13522 SUNSET TRAIL NORTH (2025035)

WHEREAS, Homeward Bound Inc. have requested approval of variances to allow for the construction of an oversized detached garage in the front yard for property located at 13522 Sunset Trail North, Plymouth, MN 55441 (PID No. 34-118-22-34-0002); and

WHEREAS, the variances would allow construction of a detached accessory structure with a floor area exceeding 700 square feet in the front (south) yard of the existing home; and

WHEREAS, the Planning Commission has reviewed said request at a duly called public meeting on June 18th, 2025.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by Homeward Bound Inc. for variances to allow for the construction of an oversized detached garage in the south front yard at 13522 Sunset Trail North, subject to the following conditions:

1. The requested variances are hereby approved to allow a 32-foot-deep by 24-foot-wide garage to be located in the front yard, with setbacks of 60 feet from the south and east property lines and 40 feet from the west property line, in accordance with the application and plans received by the city on May 20, 2025, except as may be amended by this resolution.
2. The requested variances are approved, based on the finding that all applicable variance standards have been met. Specifically,
 - a. The request is in harmony with the general purpose of the zoning ordinance and comprehensive plan.
 - b. The applicant has demonstrated that there are practical difficulties in complying with the ordinance regulations because:
 1. The request is reasonable, and that the property would be used in a reasonable manner and would result in a garage addition to an existing home.
 2. The request is due to circumstances not created by the landowners as the applicants are not the original owners of the property that they are requesting to improve the livability of; and
 3. The variances would not alter the essential character of the lot or neighborhood as the lot and the home are in character with the surrounding lots within the subdivision.
 - c. The requested variances are not based upon economic considerations, but rather based on the unique circumstances of the family and the request to improve the livability of the home by providing secure storage for handicap-accessible vans used by the residents.
 - d. The requested variances and resulting construction would not impair an adequate supply of light and air to adjacent properties, nor would it increase traffic congestion or the

danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood. Staff finds that the variance requests are consistent with uses in this zoning district.

3. A building permit is required prior to commencement of the project.
4. The detached garage shall be compatible with the existing home in materials and design.
5. The height of the garage shall not exceed 15 feet, as required in the RSF-1 Zoning District.
6. The variances shall expire one year after the date of approval, unless the property owner or applicants have commenced the authorized improvement or use, or unless the applicants, with the consent of the property owner, have received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 21030.06 of the Zoning Ordinance.

APPROVED by the City Council on this 24th day of June, 2025.

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 June 24, 2025, 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 _____, _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Erik Fadden, Public Safety Director

Reviewed by: Jodi Gallup, City Clerk

Item: **Approve animal impound fee update to city code**

1. Action Requested:

Adopt attached ordinance and resolution approving updates to the city code.

Approval of the ordinances requires a 4/7 vote of the City Council, and approval of the summary publication resolution requires a 6/7 vote.

2. Background:

The City of Plymouth has been a member of Pets Under Police Security (PUPS) since its inception in 1991. PUPS manages animal boarding, re-homing and rescuing on behalf of its member cities. The PUPS Board recently approved an amendment to their impound fees based on increased operating costs. The PUPS Board periodically reviews operational needs and may adjust fees from time to time. The PUPS facility is managed by the City of Maple Grove and the PUPS Board has authorized the PUPS facility coordinator to manage daily operations of the facility. PUPS staff manage the processing of fees paid for impounded pets on site.

Staff is recommending updating the current fee schedule in City Code that addresses animal impounds. The current language lists specific rates, which have changed and are subject to change at the discretion of the PUPS Board in the future. Due to those factors, staff recommends the language be changed to, "Impound fees and boarding costs set by Pets Under Police Security (PUPS)."

3. Budget Impact:

Not applicable.

4. Attachments:

1. City Council Ordinance 2025-07
2. City Council Resolution 2025-178

CITY OF PLYMOUTH

ORDINANCE No. 2025-07

ORDINANCE AMENDING IMPOUND FEES

THE CITY OF PLYMOUTH, MINNESOTA ORDAINS:

SECTION 1. Section 1010.01, Subdivision 7 of the Plymouth City Code is amended, with existing text, ~~deleted text~~, and new text as follows:

Type of License	Fee
A. Kennel License	\$75.00 with no prorating of license fee
B. Multiple Animal License	\$50.00 for first applications with inspection \$15.00 for general renewals with no inspection
C. Late License Penalty	\$12.00
D. Impound fees —Administrative fine plus	<u>\$28.00/day actual Impound fees and</u> boarding costs <u>set by Pets Under Police Security (PUPS)</u>
—Administrative Fines:	
—1st offense	<u>\$33.00 (plus boarding)</u>
—2nd offense	<u>\$66.00 (plus boarding)</u>
—3rd offense	<u>\$99.00 (plus boarding)</u>
—4th offense and each additional	<u>\$150.00 (plus boarding)</u>
E. Dangerous Dog License	\$350.00
F. Peddlers	\$60.00/month \$300.00/six months
G. Trap Shooting Range	\$110.00
H. Tobacco and Related Products	\$300.00
I. Fireworks, Selling Fireworks Only	\$350.00
J. Fireworks, Other Vendors	\$100.00
K. Sign Contractor	\$75.00
L. Motorized Golf Cart Operator	\$25.00
M. Therapeutic Massage Licenses	
Massage Therapist	\$75.00 annual license fee \$150.00 investigation fee (new applications)
Therapeutic Massage Enterprise	\$300.00 annual license fee \$300.00 investigation fee (new applications)
Sole Proprietor Massage Enterprise	\$150.00 annual license fee \$150.00 investigation fee (new applications)
N. Sexually Oriented Business — Primary	
On premises uses	\$5,000.00 annual license fee
Off premises uses	\$1,000.00 annual license fee

Investigation fee	Actual costs, not to exceed \$3,000.00
Sexually Oriented Business — Accessory	No license fee
O. Hospitality Accommodations	
Level I	\$150.00 annual license fee
Level II	\$1,000.00 annual license fee
Level III	\$5,000.00 annual license fee
P. Chickens	\$100.00
Q. Beekeeping License	\$100 biennial license fee (every two years)

SECTION 2. This ordinance shall become effective immediately upon passage with new fee changes.

ADOPTED by the City Council this 24th day of June, 2025.

Jeffry Wosje, Mayor

ATTEST:

Jodi Gallup, City Clerk

CITY OF PLYMOUTH

RESOLUTION No. 2025-178

RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE No. 2025-07

ORDINANCE AMENDING IMPOUND FEES

Ordinance No. 2025-07 amends impound fees in the City Code.

A printed copy of the entire ordinance is available for inspection at the City Clerk's Office during regular office hours.

APPROVED for summary publication by the City Council this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Lori Sommers, Planning Manager

Reviewed by: Grant Fernelius, CED Director

Item: **Approve a Final Plat and Development Contract for "Sunset Bluff" located within the Wayzata School District (2025033 -- Ron Clark Construction)**

1. Action Requested:

Adopt the attached resolution approving a final plat and development contract for "Sunset Bluff" located at 5995, 6045, and 6105 Vicksburg Lane (2025033).

2. Background:

On April 8, 2025, the City Council approved a rezoning, conditional use permit, variances, and preliminary plat for Sunset Bluff Subdivision for the 19-villa-style single-family homes and 19 townhomes.

At this time, the applicant is requesting final plat approval for the project. The requested final plat is consistent with the approved preliminary plat.

3. Budget Impact:

N/A

4. Attachments:

1. Final Plat
2. Narrative
3. Aerial Map
4. Site Plan
5. Development Contract
6. Preliminary Plat
7. City Council Resolution 2025-179

SUNSET BLUFF

C.R. DOC. NO.

KNOW ALL PERSONS BY THESE PRESENTS: That R.E.C. Inc., a Minnesota Corporation, owner of the following described property:

The North 300 feet of the South 1,530 feet of the East 759 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota.

AND

The North 322.18 feet of the South 1852.18 feet of the East 709 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota.

AND

That part of the East 709 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota, lying North of the South 1,852.18 feet thereof and South of the center line of County Road No. 47.

Has caused the same to be surveyed and platted as SUNSET BLUFF and does hereby dedicate to the public for public use the public ways and the easements for drainage and utility purposes as created by this plat.

In witness whereof said R.E.C. Inc., has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

signed R.E.C. Inc.,
By: J. Michael Waldo, its CEO

(Signature)

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20____, by _____, its _____ of R.E.C. Inc., a Minnesota corporation, on behalf of the corporation.

(Signature)

(Name Printed)

Notary Public, _____ County, Minnesota

My Commission Expires _____

I, Mathew J. Welinski, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Mathew J. Welinski, Licensed Land Surveyor
Minnesota License No. 53596

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20____, by Mathew J. Welinski.

(Signature)

(Name Printed)

Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY COUNCIL, CITY OF PLYMOUTH, MINNESOTA

This plat of SUNSET BLUFF was approved and accepted by the City Council of the City of Plymouth, Minnesota, at a regular meeting thereof held this _____ day of _____, 20____, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subdivision 2.

City Council, City of Plymouth, Minnesota

By Mayor _____

By Clerk _____

COUNTY AUDITOR, Hennepin County, Minnesota

I hereby certify that taxes payable in 20____ and prior years have been paid for land described on this plat, dated this _____ day of _____, 20____.

Daniel Rogan, County Auditor

By Deputy _____

SURVEY DIVISION, Hennepin County, Minnesota

Pursuant to MN. STAT. Sec. 383B.565 (1969) this plat has been approved this _____ day of _____, 20____.

Chris F. Mavis, County Surveyor

By _____

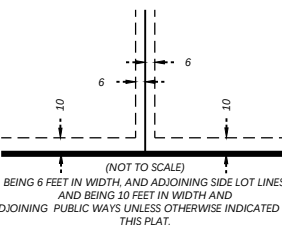
COUNTY RECORDER, Hennepin County, Minnesota

I hereby certify that the within plat of SUNSET BLUFF was recorded in this office this _____ day of _____, 20____, at _____ o'clock _____ M.

Amber Bougie, County Recorder

By Deputy _____

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

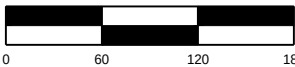


THE EAST LINE OF THE NE 1/4 OF SECTION 5, TOWNSHIP 118, RANGE 22, IS ASSUMED TO BEAR N00°02'02"E.

LEGEND

- FOUND HENNEPIN COUNTY CAST IRON MONUMENT
- FOUND 1/2 INCH IRON MONUMENT AS NOTED
- DENOTES SET 1/2 INCH X 14 INCH IRON REBAR MONUMENT MARKED WITH PLASTIC CAP INSCRIBED LICENSE NO. 43055 TO BE SET IN ACCORDANCE WITH MINNESOTA STATUTES SECTION 505.021, SUBD 10.

— WET — DENOTES WET LAND
- - - - - DENOTES EDGE OF WATER



SCALE IN FEET

Westwood
Professional Services, Inc.

May 9, 2025

Kip Berglund & Lori Sommers
City of Plymouth
3400 Plymouth Boulevard
Plymouth, MN 55447

RE: Sunset Bluff Villas and Townhomes Final Plat submittal

Ron Clark Construction is requesting Final Plat approval for its neighborhood consisting of single-family rambler style villa homes (Villas) and two-story Row Townhomes on the 15.8-acre property, which currently includes 3 single-family homes in the southwest corner of Vicksburg Lane and Chankahda. The 3 single-family homes are located at 5995, 6045 & 6105 Vicksburg Lane No.

The For-Sale neighborhood will have nineteen (19) detached Villa Homes and nineteen (19) Row Townhomes. Each home will include at least a 2-car garage, with additional parking for a minimum of 2 cars in each driveway, as well as approximately 20 guest parking spots available on the public street. The project will have sidewalk (on the Villa side), driveways, yards and open spaces maintained by the Homeowners Association (HOA).

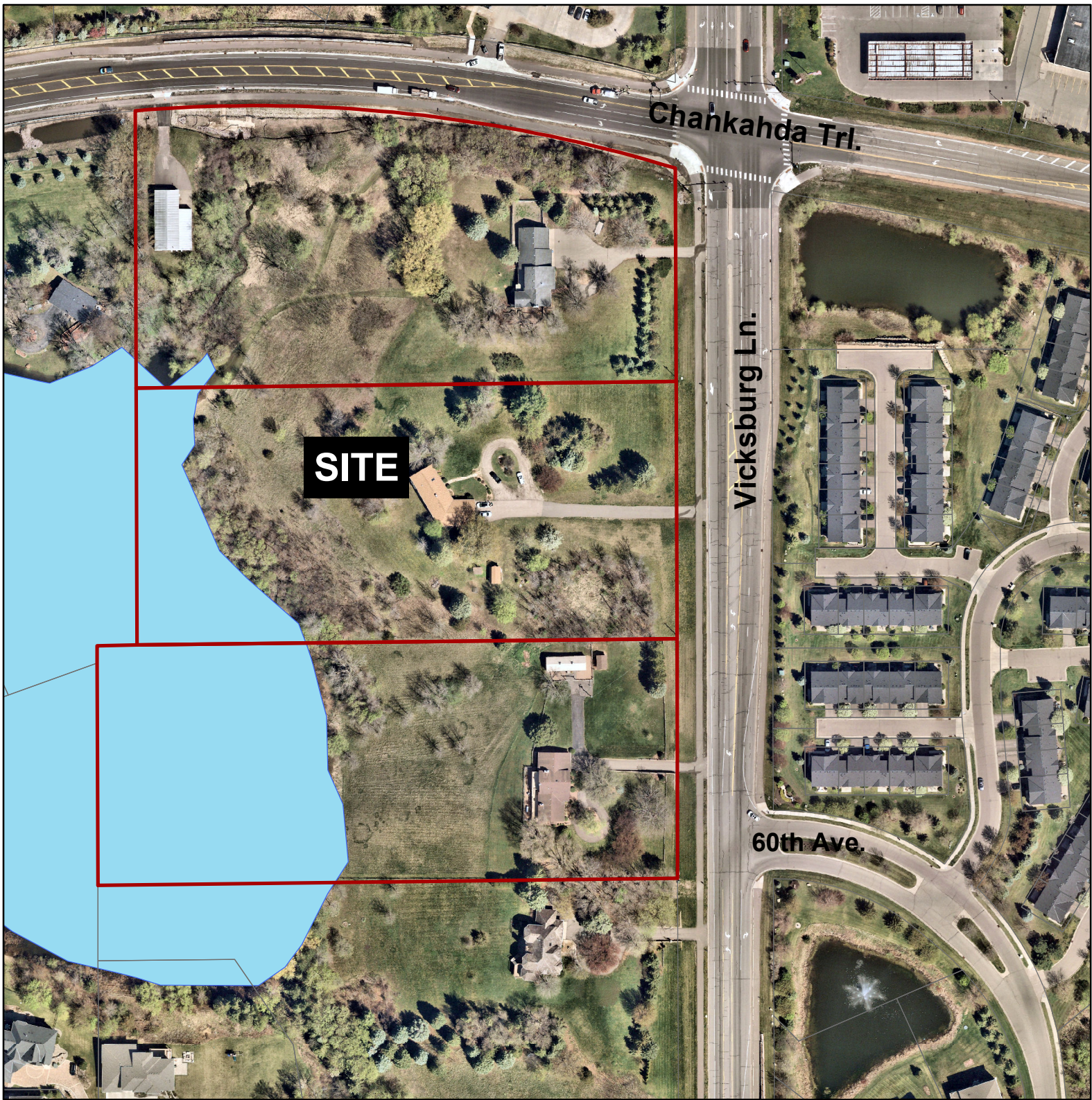
This project received Preliminary plat approval at the April 8, 2025 Plymouth City Council Meeting.

Development Team:

Project Architect – Whitten Associates, Inc. – Tim Whitten and Heather Maanum

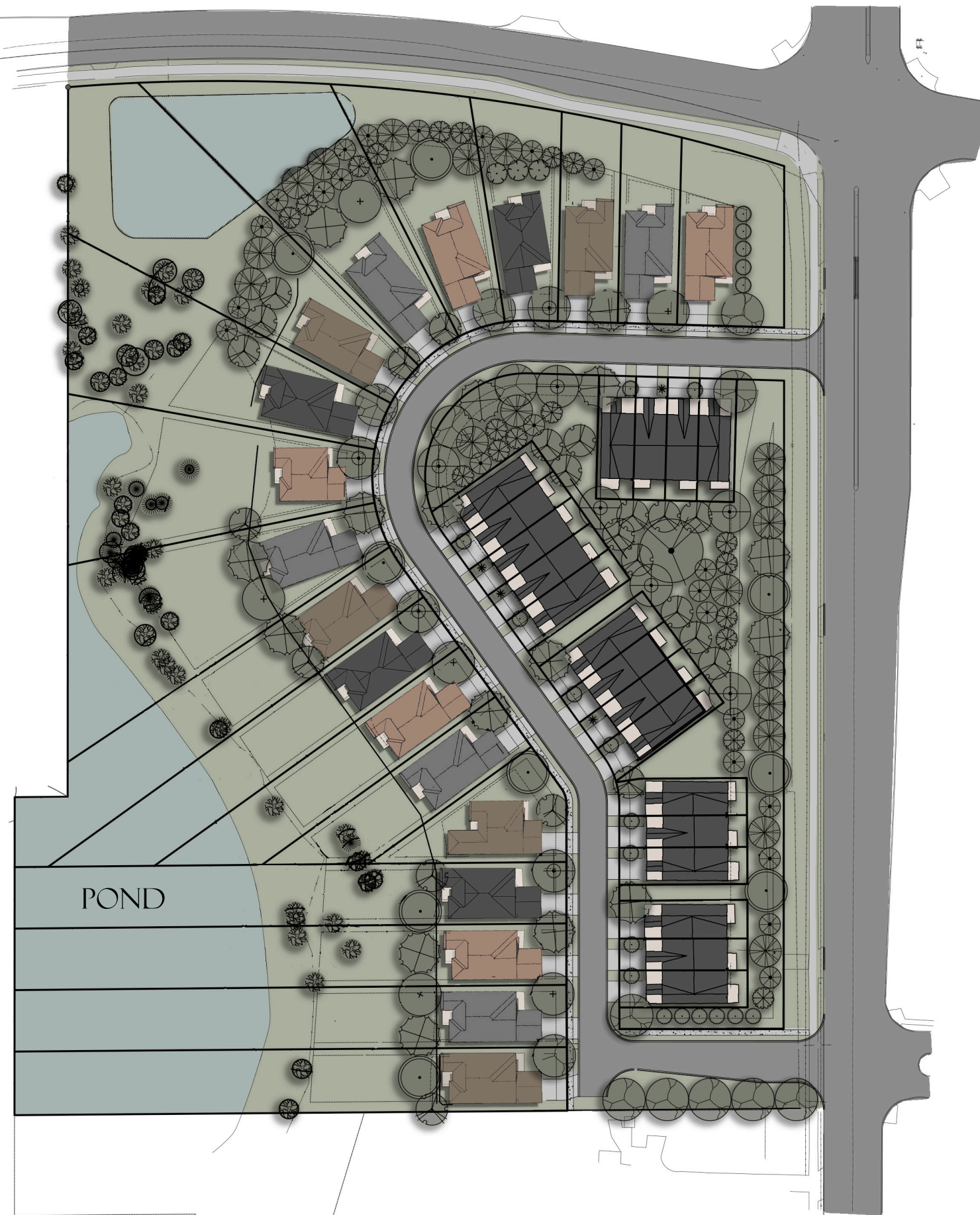
Project Engineer – Champion Engineering - Marty Campion

Developer and Builder – Ron Clark Construction – Mike Waldo and Landon Wittenberg



2025033
5995, 6045, and 6105 Vicksburg Ln.
Request for Final Plat

SITE PLAN
SCALE: 1" = 100'-0"



1.28.25

DEVELOPMENT CONTRACT

(Developer Installed Improvements)

SUNSET BLUFF (2025033)

AGREEMENT dated _____, 2025, by and between the **CITY OF PLYMOUTH**, a Minnesota municipal corporation ("City"), and **Ron Clark Construction** (the "Developer").

1. **REQUEST FOR PLAT APPROVAL.** The Developer has asked the City to approve a plat for SUNSET BLUFF (referred to in this contract as the "plat"). The land is situated in the County of Hennepin, State of Minnesota, and is legally described as:

The North 300 feet of the South 1,530 feet of the East 759 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota.

AND

The North 322.18 feet of the South 1852.18 feet of the East 709 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota.

AND

That part of the East 709 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota, lying North of the South 1,852.18 feet thereof and South of the center line of Chankahda Trail.

2. **CONDITIONS OF PLAT APPROVAL.** The City hereby approves the plat on condition that the Developer enter into this contract, furnish the security required by it, and record the plat with the county recorder or registrar of titles within 180 days after the City Council approves the final plat.
3. **RIGHT TO PROCEED.** Unless separate written approval has been given by the City, within the plat or land to be platted, the Developer may not grade or otherwise disturb the earth, remove trees, construct sewer lines, water lines, streets, utilities, public or private improvements, or any buildings until all the following conditions have been satisfied: 1) this agreement has been fully executed by both parties and filed with the city clerk, 2) the necessary security has been received by the City, and 3) the plat has been recorded with the Hennepin County Recorder's Office.
4. **PHASED DEVELOPMENT.** If the plat is a phase of a multi-phased preliminary plat, the City may refuse to approve final plats of subsequent phases if the Developer has breached

this contract and the breach has not been remedied. Development of subsequent phases may not proceed until development contracts for such phases are approved by the City. Park charges and special assessments for sewer and water referred to in this contract are not being imposed on outlots, if any, in the plat that are designated in an approved preliminary plat for future subdivision into lots and blocks. Such charges will be calculated and imposed when the outlots are final platted into lots and blocks.

5. **PRELIMINARY PLAT STATUS.** If the plat is a phase of a multi-phased preliminary plat, the preliminary plat approval for all phases not final platted shall lapse and be void unless final platted into lots and blocks, not outlots, within two years after preliminary plat approval.
6. **CHANGES IN OFFICIAL CONTROLS.** For two years from the date of this contract, no amendments to the City's comprehensive plan or official controls shall apply to or affect the use, development density, lot size, lot layout or dedications of the approved final plat unless required by state or federal law or agreed to in writing by the City and the Developer. Thereafter, notwithstanding anything in this contract to the contrary, to the full extent permitted by state law, the City may require compliance with any amendments to the City's comprehensive plan, official controls, platting or dedication requirements enacted after the date of this contract.
7. **DEVELOPMENT PLANS.** The plat shall be developed in accordance with the following plans. The plans shall not be attached to this contract. If the plans vary from the written terms of this contract, the written terms shall control. The plans are:

Plan A - Plat

Plan B - Final Grading, Drainage and Erosion Control Plan

Plan C - Tree Preservation and Reforestation Plan

Plan D - Plans and Specifications for Public Improvements

Plan E – Tree Inventory Plan

Plan F - Landscape Plan

Plan G - Permanent Traffic Control Plan

8. **IMPROVEMENTS.** The Developer shall install and pay for the following:

- A. Streets
- B. Sanitary Sewer
- C. Watermain
- D. Surface Water Facilities (pipe, ponds, rain gardens, etc.)
- E. Grading and Erosion Control
- F. Sidewalks/Trails
- G. Street Lighting
- H. Underground Utilities
- I. Street Signs and Traffic Control Signs
- J. Landscaping Required by Section 21130.03 of the Zoning Ordinance
- K. Tree Preservation and Reforestation
- L. Wetland Mitigation and Buffers
- M. Monuments Required by Minnesota Statutes
- N. Miscellaneous Facilities

The improvements shall be installed in accordance with the City's subdivision regulations and the City's engineering guidelines/standard detail specifications. The Developer shall submit plans and specifications which have been prepared by a competent registered professional engineer to the City for approval by the city engineer or designee. The Developer shall instruct its engineer to provide full-time field inspection personnel in order for the Developer's engineer to be able to certify that the construction work meets the approved City standards as a condition of City acceptance. In addition, the City may, at the City's discretion and at the Developer's expense, have one or more City inspectors and a soil engineer inspect the work on a full or part-time basis. The Developer, its contractors and subcontractors, shall follow all instructions received from the City's inspectors. The Developer and/or the Developer's engineer shall provide for on-site project management. The Developer's engineer is responsible for design changes and contract administration between the Developer and the Developer's contractor. The Developer or his or her engineer shall schedule a pre-construction meeting at a mutually agreeable time at City Hall with all parties concerned, including the City staff, to review the program for the construction work.

All labor and work shall be done and performed in the best and most workmanlike manner and in strict conformance with the approved plans and specifications. No deviations from the approved plans and specifications will be permitted unless approved in writing by the city engineer or designee. The Developer agrees to furnish to the City a list of contractors being considered for retention by the Developer for the performance of the work required by the contract. The Developer shall not do any work or furnish any materials not covered by the plans and specifications and special conditions of this contract, for which reimbursement is expected from the City, unless such work is first approved in writing by the city engineer or designee.

9. **ADMINISTRATION OF DEVELOPMENT CONTRACT.** The Developer shall provide to the City a cash escrow to pay for the costs of administering the development contract. Administrative costs include but are not limited to preparation of the contract, City recording fees for documents required as part of the development, monitoring of construction observation, consultation with the Developer and his/her engineer on status or problems regarding the project, plan review, coordination for testing, periodic and final inspections and acceptance, project monitoring and inspections during warranty periods, and processing requests for reduction or release of security, for all public improvements covered by the development contract. The cash escrow deposit shall be **\$72,642** (calculated at 3% of the estimated cost of proposed public improvements, as shown in the Summary of Security Requirements). If, at any time prior to completion of the development contract administration process, the balance in the cash escrow account is depleted to less than 10% of the originally required cash escrow amount, the Developer shall deposit additional funds in the cash escrow account as determined by the City. Any balance remaining in the cash escrow account upon completion of the development contract administration process shall be returned to the Developer after all claims and charges thereto have been deducted. The City reserves the right to transfer funds between the Developer's various escrow accounts to cover shortfalls related to the same project.

10. **CONTRACTORS/SUBCONTRACTORS.** City Council members, City employees, and City Planning Commission members, and corporations, partnerships, and other entities in which such individuals have greater than a 25% ownership interest or in which they are an officer or director may not act as contractors or subcontractors for the public improvements identified in **Paragraph 8** above.
11. **PERMITS.** The Developer shall obtain or require its contractors and subcontractors to obtain all necessary permits, including but not limited to:
- *Hennepin County for county road access and work in county rights-of-way, and for sewage system abandonment*
 - *Minnesota Department of Health for watermain and well abandonment*
 - *National Pollutant Discharge Elimination System permits*
 - *Minnesota Pollution Control Agency for sanitary sewer and hazardous material removal and disposal*
 - *Minnesota Department of Natural Resources for dewatering and work in protected waters*
 - *Metropolitan Council Environmental Services for sanitary sewer connections*
 - *Watershed permits*
 - *City of Plymouth building demolition permits and building permits*
12. **TIME OF PERFORMANCE.** The Developer shall install all required public improvements by October 31, 2026, with the exception of the final wear course of asphalt on streets. Final wear course placement will be allowed in a new housing development only after one freeze – thaw cycle and after a certificate of occupancy has been issued for 75% of the dwelling units. Placement of wear course on non-housing projects shall be after one freeze – thaw cycle. An inspection of the roadway will be performed by the city engineer or designee prior to wear course placement. From this inspection, any deficiencies or damage to the street, sidewalk and curb will be noted and will need to be corrected prior to the placement of the wear course.
13. **LICENSE.** The Developer hereby grants the City, its agents, employees, officers and contractors a license to enter the plat to perform all work and inspections deemed appropriate by the City in conjunction with plat development.
14. **CONSTRUCTION ACCESS.** Construction traffic access and egress for grading, public utility construction, and street construction is restricted to access to the subdivision via Vicksburg Lane. No construction traffic is permitted on other adjacent local streets.
- The existing city trail adjacent to the property along Vicksburg Lane and Chankahda Trail shall remain open and accessible to pedestrians throughout the duration of the project in accordance with the current Minnesota Department of Transportation (MnDOT) Public Right of Way Accessibility Guidelines (PROWAG) and American Disability Act (ADA) guidelines accept the short duration in which utility connections to Vicksburg Lane will take place. During the duration of impacts to the trail along Vicksburg Lane and Chankahda Trail for utility connections, the Developer shall provide signage in advance of the trail impacts to route pedestrian traffic to the other side of the roadway.

A traffic control plan, including erosion control items and street sweeping shall be subject to approval of the city engineer for all construction traffic.

15. **CONSTRUCTION PARKING/STAGING.** Construction parking and staging shall occur on the site of the plat. No construction parking or staging shall occur off-site on adjacent local streets.
16. **ALLOWABLE HOURS FOR SUBDIVISION CONSTRUCTION ACTIVITIES.** The hours for subdivision construction activities, including but not limited to, deliveries of equipment or materials, starting/warming up of equipment or machinery, installation of erosion control features or tree protection fencing, tree removal, site preparation or grading, installation of streets or utilities, and installation of stormwater features or subdivision retaining walls, shall be limited as follows:
 - Weekdays – activities may occur from 7 AM to sunset
 - Saturdays – activities may occur 8 AM to 6 PM
 - Sundays & City-observed Holidays – No activity allowed.
17. **GRADING PLAN.** The plat shall be graded in accordance with the approved Grading, Drainage and Erosion Control Plan (Plan B). The plan shall conform to City of Plymouth standards.

The Developer shall have the responsibility for site grading through completion of the project including installation of sod, trees and required landscaping, as addressed under the Warranty section of this agreement.

Within 30 days after completion of the grading, the Developer shall provide the City with a "record" grading plan certified by a registered land surveyor or engineer indicating that all ponds, swales, and ditches have been constructed on public easements or land owned by the City. The "record" plan shall contain site grades and field verified elevations of the following: a) cross sections of ponds; b) location and elevations along all swales, emergency overflows, wetlands, wetland mitigation areas if any, ditches, locations and dimensions of borrow areas/stockpiles; c) lot corner elevations and house pads; and d) top and bottom of retaining walls.

All lots with house footings placed on fill must be monitored and constructed to meet or exceed FHA/HUD 79G specifications. The Developer must certify that this has been done correctly.

Prior to City acceptance of the grading improvements and a full release of financial sureties, the Developer shall provide the City with final "record" plans, in accordance with the City's most recent Engineering Guidelines and the Developer shall verify that all final grades, after house construction and final lot grading, meet the approved grading plan.

18. **EROSION CONTROL.** Prior to initiating site grading, the Erosion Control Plan (Plan B) shall be implemented by the Developer and inspected and approved by the City. Erosion control practices must comply with the Minnesota Pollution Control Agency's best management practices. The City may impose additional erosion control requirements if they would be beneficial. All areas disturbed by the excavation and backfilling operations shall be reseeded within 14 days after the completion of the work or in an area that is

inactive for up to 14 days unless authorized and approved by the city engineer in writing. Except as otherwise provided in the erosion control plan, seed shall be in accordance with the City's current seeding standards. All seeded areas shall be fertilized, mulched, and disc-anchored as necessary for seed retention. The parties recognize that time is of the essence in controlling erosion. If the Developer does not comply with the erosion control plan and schedule or supplementary instructions received from the City, the City may take such action as it deems appropriate to control erosion at the Developer's expense. The City will endeavor to notify the Developer in advance of any proposed action, but failure of the City to do so will not affect the Developer's and City's rights or obligations hereunder. If the Developer does not reimburse the City for any cost the City incurred for such work within ten days, the City may draw down the security to pay any costs. No development, utility or street construction will be allowed and no building permits will be issued unless the plat is in full compliance with the approved erosion control plan.

- 19. STREET MAINTENANCE DURING CONSTRUCTION.** The Developer shall be responsible for all street maintenance until the streets are accepted by the City. Warning signs shall be placed when hazards develop in streets to prevent the public from traveling on same and to direct attention to detours. If and when streets become impassable, such streets shall be barricaded and closed. In the event residences are occupied prior to completing streets, the Developer shall maintain a smooth surface and provide proper surface drainage to ensure that the streets are passable to traffic and emergency vehicles. The Developer shall be responsible for keeping streets within and without the subdivision swept clean of dirt and debris that may spill, track, or wash onto the street from the Developer's operation. The Developer may request, in writing, that the City keep the streets open during the winter months by plowing snow from the streets prior to final acceptance of said streets if all of the following conditions are met and verified by the City by October 1st.

- The street has concrete curb and is paved with the first lift of asphalt.
- At least one house on the street is occupied.
- All the manholes and valve boxes (iron) are set below the paved surface so not to cause damage to the snow removal equipment.

If any one of these conditions is not met by October 1st snow removal for the entire season will be the responsibility of the developer. If the conditions are not met, the developer shall be responsible for plowing all streets within the development in accordance with the City's Snow Removal Policy and shall be completed within 12 hours after snowfall has ended. If the Developer does not comply with the policy or if the streets are not plowed within the specified time, the City will plow the streets and bill the Developer plus a penalty of \$500 each time the City plows the streets. If the Developer does not reimburse the City for any cost the City incurred for such work within ten days, the City may draw down the security to pay any costs.

The City shall not be responsible for repairing damage in the development because of snow plowing operations. Providing snow plowing service does not constitute final acceptance of the streets by the City. The Developer shall contract for street cleaning within and immediately adjacent to the development. At a minimum, scraping and sweeping shall take place on a weekly basis. A copy of this contract shall be approved by

the City before grading is started. The contract shall provide that the City may direct the contractor to clean the streets and bill the Developer.

- 20. OWNERSHIP OF IMPROVEMENTS.** Upon completion of the work and construction required by this contract, the improvements lying within public easements or right-of-way shall become City property. The City shall accept responsibility for operation and maintenance of stormwater facilities lying within the public easements. Prior to acceptance of the improvements by the City, the Developer must furnish the following affidavits:

- Contractor's certificate
- Engineer's certificate
- Land surveyor's certificate
- Developer's certificate

The above affidavits shall certify that all construction has been completed in accordance with the terms of this contract.

Prior to City acceptance of public improvements and a full release of financial sureties, the Developer shall provide the City with final "record" plans, in accordance with the City's most recent Engineering Guidelines.

Upon City receipt and verification of the affidavits, and upon receipt of "record" plans acceptable to the City, the city engineer will accept the completed public improvements.

No more than six months prior to turnover of improvements to a Homeowners Association (HOA), the developer shall request a final inspection of such improvements. Final approval of such improvements shall occur prior to HOA turnover. A portion of the security, as determined by the City Engineer, shall not be released until final approval and proof of transfer from Developer to HOA.

- 21. PARK DEDICATION.** The Developer shall pay a cash contribution of **\$304,000** in satisfaction of the City's park dedication requirements. The charge was calculated in accordance with Section 528 of the City's subdivision regulations. The cash fee shall be payable prior to the City's release of the signed final plat mylars.

- 22. WATERMAIN.** This plat is subject to a trunk watermain special assessment under Minnesota Statutes Chapter 429. The assessment rate is adjusted annually. The 2025 rate is \$5,342 per acre. If the development contract is signed by the Developer and City in 2025, the assessment amount is calculated as follows: 15.1 acres minus 2.75 acres of wetland = 12.36 acres x \$5,342 per acre = \$66,027.12. If the development contract is signed in another year, that year's per acre rate will be used in the calculation. The assessment will be divided evenly among the lots and blocks in the final plat.

The assessment will be spread over five years at 4.16% interest [2025 rate] on the unpaid balance. The assessment shall be deemed adopted on the date this contract is signed by the City. The Developer waives any and all procedural and substantive objections to the special assessment, including but not limited to, hearing requirements and any claim that the assessment exceeds the benefit to the property. The Developer waives any appeal rights otherwise available pursuant to M.S.A. 429.081.

- 23. SANITARY SEWER.** This plat is subject to a lateral sanitary sewer special assessment under Minnesota Statutes Chapter 429. The assessment rate is adjusted annually. The 2025 rate is \$1,438 per acre. If the development contract is signed by the Developer and City in 2025, the assessment amount is calculated as follows: 15.1 acres minus 2.75 acres of wetland = 12.36 acres x \$1,438 per acre = \$17,773.68. If the development contract is signed in another year, that year's per acre rate will be used in the calculation.

The assessment will be divided evenly among the lots and blocks in the final plat. The charge will be spread over five years at 4.16% [2025 rate] interest on the unpaid balance. The assessment shall be deemed adopted on the date this contract is signed by the City. The Developer waives any and all procedural and substantive objections to the special assessment, including but not limited to, hearing requirements and any claim that the assessment exceeds the benefit to the property. The Developer waives any appeal rights otherwise available pursuant to M.S.A. 429.081.

- 24. CITY PROJECT NUMBER.** N/A

- 25. WETLAND MITIGATION.** N/A

- 26. BUILDING PERMITS/CERTIFICATES OF OCCUPANCY.**

- A. No building permits shall be issued until the final plat is recorded, the streets (including curb and gutter installation) needed for access to lots where permits are requested are paved with the first lift of asphalt, and the sewer and water service utilities are tested and approved by the city engineer/designee.
- B. Prior to issuance of building permits, wetland buffer monuments shall be placed in accordance with the City's zoning ordinance. Specifications for the monuments are available from the Community Development Department.
- C. Prior to issuance of building permits, written certification of the grading for the block where the building is to be located must be provided to the City.
- D. Breach of the terms of this contract by the Developer, including nonpayment of billings from the City, shall be grounds for denial of building permits, including lots sold to third parties, and the halting of all work in the plat.
- E. If building permits are issued prior to the acceptance of public improvements, the Developer assumes all liability and costs resulting in delays in completion of public improvements and damage to public improvements caused by the City, Developer, their contractors, subcontractors, materialmen, employees, agents, or third parties. No sewer and water connection permits may be issued until the streets needed for access have been paved with a bituminous surface and the utilities are tested and approved by the city engineer or designee.

- 27. STREET REGULATORY SIGNS/TRAFFIC CONTROL SIGNS.** Street name signs shall be installed by the Developer. The signs shall be placed at all intersections or at such other locations as determined by the city engineer or designee. All street name signs must be installed prior to final building inspection approval.

The Developer shall install traffic control signs in accordance with the plan approved by the city engineer and Minnesota Manual of Uniform Traffic Control Devices

(MMUTCD). All signs must be installed prior to final building inspection approval or earlier if necessary as determined by the city engineer.

28. RESPONSIBILITY FOR COSTS.

- A. Except as otherwise specified herein, the Developer shall pay all costs incurred by it or the City in conjunction with the development of the plat, including but not limited to legal, planning, engineering and inspection expenses incurred in connection with approval and acceptance of the plat, the preparation of this contract, review of construction plans and documents, and all costs and expenses incurred by the City in monitoring and inspecting development of the plat.
- B. The Developer shall hold the City and its officers, employees, and agents harmless from claims made by itself and third parties for damages sustained or costs incurred resulting from plat approval and development. The Developer shall indemnify the City and its officers, employees, and agents for all costs, damages, or expenses which the City may pay or incur in consequence of such claims, including attorneys' fees.
- C. The Developer shall reimburse the City for costs incurred in the enforcement of this contract, including engineering and attorneys' fees.
- D. The Developer shall pay, or cause to be paid when due, and in any event before any penalty is attached, all special assessments referred to in this contract. This is a personal obligation of the Developer and shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- E. The Developer shall pay in full all bills submitted to it by the City for obligations incurred under this contract within 30 days after receipt. Bills not paid within 30 days shall accrue interest at the rate of 8% per year.
- F. In addition to the charges and special assessments referred to herein, other charges and special assessments may be imposed such as but not limited to sewer availability charges ("SAC"), City water connection charges, City sewer connection charges, and building permit fees.
- G. The Developer shall be responsible for all real property taxes payable in 2025 and 2026 on property that is deeded or conveyed to the City.

29. SPECIAL PROVISIONS. The following special provisions shall apply to plat development:

- A. The Developer shall post a security for the final placement of all subdivision iron monuments. The security was calculated as shown in the Summary of Security Requirements at \$100.00 per iron. The security will be held by the City until the Developer's land surveyor certifies that all irons have been set following site grading and utility and street construction. In addition, the certificate of survey must also include a certification that all irons for a specific lot have either been found or set prior to the issuance of a building permit for that lot.
- B. The Developer must obtain a sign permit from the City building official prior to installation of any subdivision identification signs.
- C. The Developer shall supply a complete set of the approved construction plans in an AutoCAD.DWG electronic file format before the preconstruction conference.

- D. The Developer shall include the “City of Plymouth’s Standard Detail Specifications” (all applicable sections) in the contract documents of their improvement project.
- E. Other requirements:
1. If the required sidewalks are not installed when the streets are installed, no building permits shall be issued for lots abutting the future sidewalk unless a separate sidewalk agreement is provided for each affected lot.
 2. Provide all required easements and agreements, including but not limited to an encroachment agreement where developer-installed retaining walls would lie within drainage and utility easements.
 3. **Prior to recording the final plat**, the Developer shall:
 - a. Receive City approval of final construction plans.
 - b. Execute the development contract and provide the related financial guarantees and fees.
 - c. Execute the Storm Water Maintenance Agreements.
 - d. Execute any Rain Garden Maintenance Agreements, as applicable.
 - e. Compliance with all fire codes, including those for hydrant location and fire lane signage.
 - f. Pay the required park dedication fee.
 - g. Pay tree restitution fee.
 4. Building permits are required prior to commencement of the project.
 5. The applicant is required to repair any trails or sidewalks that connect to Plymouth Parks and Trails system if damaged during construction of the development.
 6. Snow removal and long-term maintenance (repair/replacement) of all public sidewalks within the development, is the responsibility of the HOA.
 7. **Prior to issuance of the building permit**, the applicant shall fulfill the requirements, submit the required information, and revise the plans as indicated below, consistent with the applicable city code, zoning ordinance, and engineering guidelines:
 - a. Final plat must be approved by the City Council and recorded at Hennepin County prior to issuance of a building permit.
 - b. Townhomes with 3 or more dwelling units require a fire sprinkler system.
 - c. Prior to issuance of building permits for lots abutting wetlands, any required permanent wetland buffer monument signs shall be installed pursuant to ordinance requirements.
 8. Standard Conditions:
 - a. No trees may be planted in the public right-of-way.
 - b. Any signage shall comply with section 21155 of the zoning ordinance and shall receive sign permits if required.
 - c. The applicant shall remove any diseased or hazardous trees.
 - d. Retaining walls over 48 inches requires a separate building permit and minimum 42-inch-high fence on top of the wall.
 - e. Retaining walls within easements shall require an encroachment agreement.
 - f. A separate building permit and structural engineer design is required for retaining walls over 4' in height.

- g. Compliance with the city's lighting regulations.
- h. Compliance with city's landscaping regulations.
- i. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.
- j. Required permanent wetland buffer signs shall be installed.
- k. A separate demolition permit is required to be obtained before any demolition work begins. Sewer and water disconnect permits are also required.
- l. Septic Systems would need a separate permit from Hennepin County for removal.
- m. Any unused wells would need to be properly sealed per Minnesota Department of Health. Septic systems require a separate permit from Hennepin County to remove.
- n. Construction parking for this development shall occur on the site, or pursuant to a construction parking plan approved by the City.
- o. Hours of operation for site preparation work including building demolition, utility installation, foundation piling installation, and grading shall be limited as follows: Monday through Friday 7 a.m. to dusk; Saturdays 8 a.m. to 6 p.m.; Sundays and Holidays no work allowed. Hours of operation for site development work including building construction shall be limited as follows: Monday through Friday 7 a.m. to 10 p.m.; Saturdays, Sundays, and Holidays 8 a.m. to 9 p.m.
- p. This approval shall expire one year after the date of approval, unless the property owner or applicant has recorded the final plat, or unless the applicant, with the consent of the property owner, has received prior approval from the City to extend the expiration date for up to one additional year, as regulated under Section 510 of City Code.

30. MISCELLANEOUS.

- A. The Developer may not assign this contract without the written permission of the City Council. The Developer's obligation hereunder shall continue in full force and effect even if the Developer sells one or more lots, the entire plat, or any part of it.
- B. A building permit is required for any retaining wall that would be 48 inches in height or higher, and a fence/wall permit is required for any retaining wall that would be less than 48 inches in height. Additionally, a fence with a minimum height of 3.5 feet shall be installed at the top of any retaining wall that exceeds four feet in height, and at the top of any tiered retaining wall that requires a building permit. Retaining walls that require a building permit shall be constructed in accordance with plans and specifications prepared by a structural or geotechnical engineer licensed by the State of Minnesota, as approved by the building permit. Following construction of any retaining wall that requires a building permit and prior to issuance of a certificate of occupancy for a lot where the retaining wall is located, a certification signed by the design engineer shall be filed with the Building Official evidencing that the retaining wall was constructed in accordance with the approved plans and specifications.
- C. The Developer shall submit appropriate legal documents regarding homeowner association documents, covenants and restrictions, as reviewed by the city

attorney for consistency with the City's official controls and conditions of approval shall be filed with the final plat. If the documents are not consistent with the City's official controls and conditions of approval, the documents shall be amended to make them consistent prior to recording the final plat and homeowner association documents.

- D. The Developer shall take out and maintain or cause to be taken out and maintained until 6 months after the City has accepted the public improvements, public liability and property damage insurance covering personal injury, including death, and claims for property damage which may arise out of the Developer's work or the work of its subcontractors or by one directly or indirectly employed by any of them. Limits for bodily injury and death shall be not less than \$500,000 for one person and \$1,000,000 for each occurrence; limits for property damage shall be not less than \$200,000 for each occurrence; or a combination single limit policy of \$1,000,000 or more. The City shall be named as an additional insured on the policy, and the Developer shall file with the City a certificate evidencing coverage prior to the City signing the plat. The certificate shall provide that the City must be given written notice of the cancellation of the insurance per the terms of the policy.
- E. Third parties shall have no recourse against the City under this contract.
- F. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this contract is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this contract.
- G. The action or inaction of the City shall not constitute a waiver or amendment to the provisions of this contract. To be binding, amendments or waivers shall be in writing, signed by the parties and approved by written resolution of the City Council. The City's failure to promptly take legal action to enforce this contract shall not be a waiver or release.
- H. This contract shall run with the land and may be recorded against the title to the property. The Developer covenants with the City, its successors and assigns, that the Developer has fee title to the property being final platted and/or has obtained consents to this contract, in the form attached hereto, from all parties who have an interest in the property; that there are no unrecorded interests in the property being final platted; and that the Developer will indemnify and hold the City harmless for any breach of the foregoing covenants.
- I. Each right, power or remedy herein conferred upon the City is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, available to the City, at law or in equity, or under any other agreement, and each and every right, power and remedy herein set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by the City and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy.
- J. The Developer represents to the City that the plat complies with all city, county, metropolitan, state, and federal laws and regulations, including but not limited to: subdivision regulations, zoning ordinances, and environmental regulations. If the City determines that the plat does not comply, the City may, at its option, refuse to allow construction or development work in the plat until the Developer does

comply. Upon the City's demand, the Developer shall cease work until there is compliance.

- 31. DEVELOPER'S DEFAULT.** In the event of default by the Developer as to any of the work to be performed by it hereunder, the City may, at its option, perform the work and the Developer shall promptly reimburse the City for any expense incurred by the City, provided the Developer, except in an emergency as determined by the City, is first given notice of the work in default, not less than 48 hours in advance. This contract is a license for the City to act, and it shall not be necessary for the City to seek a court order for permission to enter the land. When the City does any such work, the City may, in addition to its other remedies, assess the cost in whole or in part.
- 32. WARRANTY.** The Developer warrants all improvements required to be constructed by it pursuant to this contract against poor material and faulty workmanship. The Developer shall submit or maintain a letter of credit for 25% of the amount of the original cost of the following improvements:
- A. The required warranty period for materials and workmanship for utilities including public sanitary sewer, storm sewer, and water mains shall be 2 years from the date of final written City acceptance of the work.
 - B. The required warranty period for all work relating to street construction, including concrete curb and gutter, sidewalks and trails, materials and equipment shall be 1 year from the date of final written City acceptance.
 - C. The required warranty period for grading, sod, trees, and landscaping is one growing season following installation.
 - D. The required warranty period for wetland mitigation is 5 years.
- 33. SUMMARY OF SECURITY REQUIREMENTS.** To guarantee compliance with the terms of this contract, payment of special assessments, payment of the costs of all public and private improvements, and construction of all public and private improvements, the Developer shall furnish the City with a letter of credit, in a format acceptable to the City, from a bank, cash escrow or a combination cash escrow and letter of credit ("security") for **\$2,719,903**. The amount of the security was calculated as follows:

ESTIMATED COSTS			
ITEM	Developer Installed (1)	Private (2)	Total
Street Construction	\$300,709		\$300,709
Turn Lane Construction	\$5,750		\$5,750
Sanitary Sewer System	\$205,095		\$205,095
Watermain System	\$208,760		\$208,760
Storm Sewer System	\$285,537		\$285,537
Boulevard and Drainage Swale Sod	\$23,125		\$23,125
Pond Construction	\$19,805		\$19,805
Filtration Basin	\$164,250		\$164,250
Retaining Walls	\$265,356		\$265,356
Street and Traffic Control Signs	included in Streets		\$0
Buffer/Park Posts & Signs (\$100 per buffer post)	\$1,400		\$1,400
Sidewalk Improvements - Public (no Private)	\$44,550		\$44,550
Trail Improvements	\$54,670		\$54,670
Landscaping		\$97,621	\$97,621
Street Lighting	\$16,680		\$16,680
Erosion control	\$27,700		\$27,700
Site Grading & Drainage Improvements	\$792,921		\$792,921
Setting Iron Monuments (\$100 per iron)	\$4,500		\$4,500
Tree preservation - included in Erosion Control			\$0
Other			\$0
Sub-Total	\$2,420,807	\$97,621	\$2,518,428
Design, Admin. Insp, As-builts (8%)	\$193,665	\$7,810	\$201,474
TOTAL ESTIMATED COST	\$2,614,472	\$105,431	\$2,719,903
(1) Developer installed public improvements. City to own and maintain after development completed.			
(2) Private. Property owner and/or property owner's association to maintain after development completed.			
(3) Developer may provide a separate letter of Credit for Tree Preservation/Reforestation.			

This breakdown is for historical reference; it is not a restriction on the use of the security. The bank shall be subject to the approval of the City Manager. The City may draw down the security, without notice, for any violation of the terms of this contract or if the security is allowed to lapse prior to the end of the required term. If the required public improvements are not completed at least 30 days prior to the expiration of the security, the City may also draw it down. If the security is drawn down, the proceeds shall be used to cure the default. Upon receipt of proof satisfactory to the city engineer or designee that work has been completed and financial obligations to the City have been satisfied, with city engineer or designee approval the security may be reduced from time to time by 75% of the financial obligations that have been satisfied. Twenty-five percent (25%) of the amounts certified by the Developer's engineer shall be retained as security until: (1) all improvements have been completed; (2) iron monuments for lot corners have been

installed; (3) all financial obligations to the City satisfied; (4) the required "record" plans have been received by the City; (5) a warranty security is provided; and (6) the public improvements are accepted by the City.

- 34. SUMMARY OF CASH REQUIREMENTS.** The following is a summary of the cash requirements under this contract which must be furnished to the City at the time of final plat approval:

Park Dedication	\$304,000
*Erosion Control (EC) Refundable Cash Deposit	\$2,000
Tree Restitution (<i>if applicable</i>)	\$93,575
Administration of Development Contract Escrow	\$72,624
TOTAL CASH REQUIREMENTS LEVIED:	\$472,199

*EC deposit may be paid separately prior to tree clearing and/or grading operations.

- 35. NOTICES.** Required notices to the Developer shall be in writing, and shall be either hand delivered to the Developer, its employees or agents, or mailed to the Developer by certified mail at the following address:

Ron Clark Construction
ATTN: Mike Waldo
7500 West 78th Street
Edina, MN 55439

The Developer shall notify the City within five days of a change of address.

Notices to the City shall be in writing and shall be either hand delivered to the city manager, or mailed to the City by certified mail in care of the City Manager at the following address:

Plymouth City Hall
3400 Plymouth Boulevard
Plymouth, MN 55447

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 24 day of June, 2025, by Jeffry Wosje and by Dave Callister, 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

DEVELOPER:

By: _____
Its: _____

STATE OF MINNESOTA)
 (ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____ the _____ of _____ on its behalf.

NOTARY PUBLIC

DRAFTED BY: CITY OF PLYMOUTH
3400 Plymouth Boulevard
Plymouth, MN 55447

**FEE OWNER CONSENT
TO
DEVELOPMENT CONTRACT**

_____, fee owners of all or part of the subject property, the development of which is governed by the foregoing development contract, affirm and consent to the provisions thereof and agree to be bound by the provisions as the same may apply to that portion of the subject property owned by them.

Dated this _____ day of _____, 20____.

By: _____

Its: _____

STATE OF MINNESOTA)
 (ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by _____.

NOTARY PUBLIC

DRAFTED BY:
CITY OF PLYMOUTH
3400 Plymouth Boulevard
Plymouth, MN 55447

ATTACHMENT A

ASSESSMENT FOR CITY PROJECT NO. _____

**MORTGAGE CONSENT
TO
DEVELOPMENT CONTRACT**

_____, which holds a mortgage on the subject property, the development of which is governed by the foregoing development contract, agrees that the development contract shall remain in full force and effect even if it forecloses on its mortgage.

Dated this _____ day of _____, 20____.

By: _____

Its: _____

STATE OF MINNESOTA)
 (ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by _____.

NOTARY PUBLIC

DRAFTED BY:
CAMPBELL KNUTSON
CITY OF PLYMOUTH
3400 Plymouth Boulevard
Plymouth, MN 55447

**CONTRACT PURCHASER CONSENT
TO
DEVELOPMENT CONTRACT**

_____, which/who has a contract purchaser's interest in all or part of the subject property, the development of which is governed by the foregoing development contract, hereby affirms and consents to the provisions thereof and agrees to be bound by the provisions as the same may apply to that portion of the subject property in which there is a contract purchaser's interest.

Dated this _____ day of _____, 20____.

By: _____

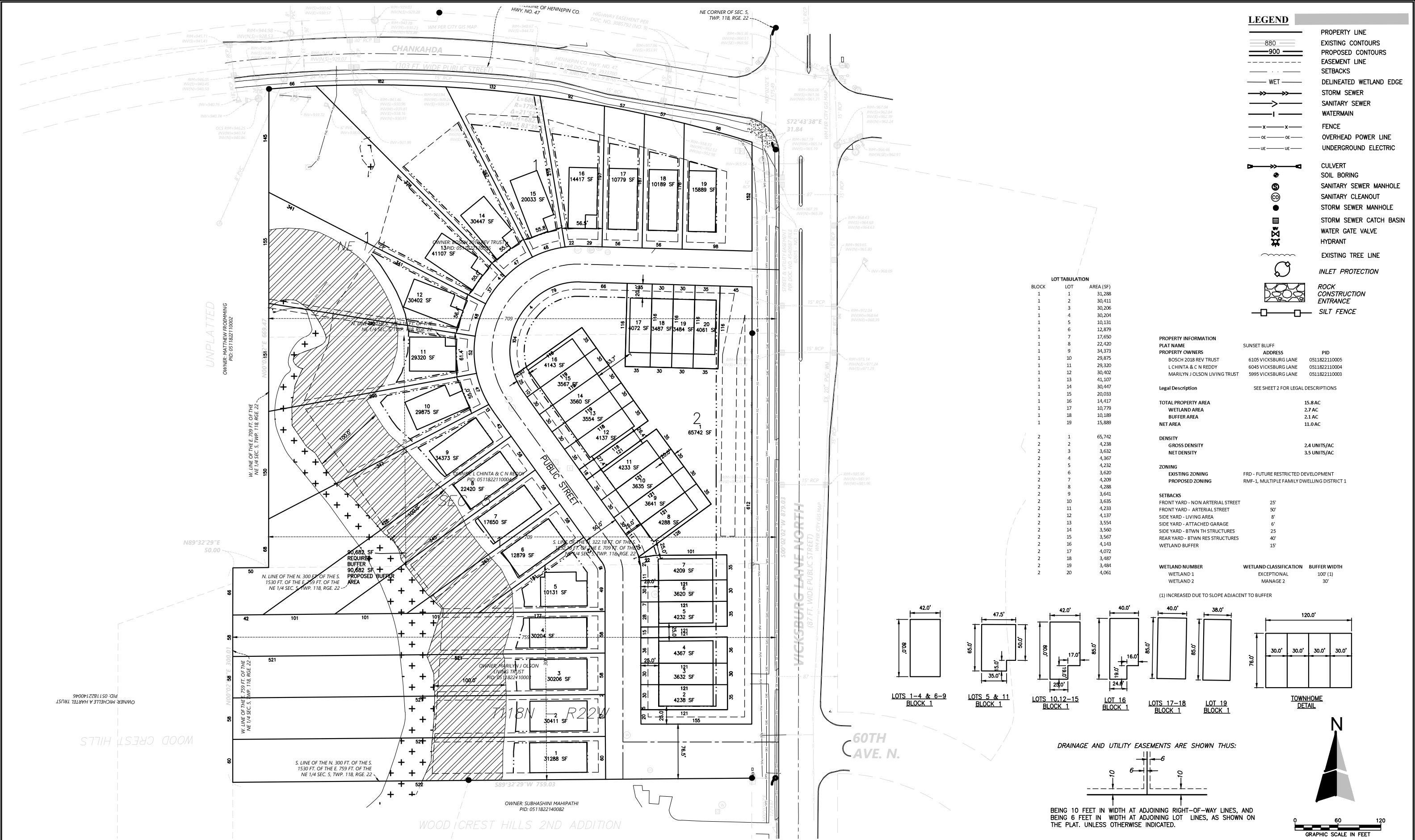
Its: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____.

NOTARY PUBLIC

DRAFTED BY:
CITY OF PLYMOUTH
3400 Plymouth Boulevard
Plymouth, MN 55447



LEGEND

- 880
- 900
- WET
- DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
- SOIL BORING
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE

PROPERTY INFORMATION
PLAT NAME
PROPERTY OWNERS

SUNSET BLUFF
ADDRESS
PID

Legal Description

SEE SHEET 2 FOR LEGAL DESCRIPTIONS

TOTAL PROPERTY AREA
WETLAND AREA
BUFFER AREA
NET AREA

15.8 AC
2.7 AC
2.1 AC
11.0 AC

DENSITY
GROSS DENSITY
NET DENSITY

2.4 UNITS/AC
3.5 UNITS/AC

ZONING
EXISTING ZONING
PROPOSED ZONING

FRD - FUTURE RESTRICTED DEVELOPMENT
RMF-1, MULTIPLE FAMILY DWELLING DISTRICT 1

SETBACKS
FRONT YARD - NON ARTERIAL STREET
FRONT YARD - ARTERIAL STREET
SIDE YARD - LIVING AREA
SIDE YARD - ATTACHED GARAGE
SIDE YARD - BTWN TH STRUCTURES
REAR YARD - BTWN RES STRUCTURES
WETLAND BUFFER

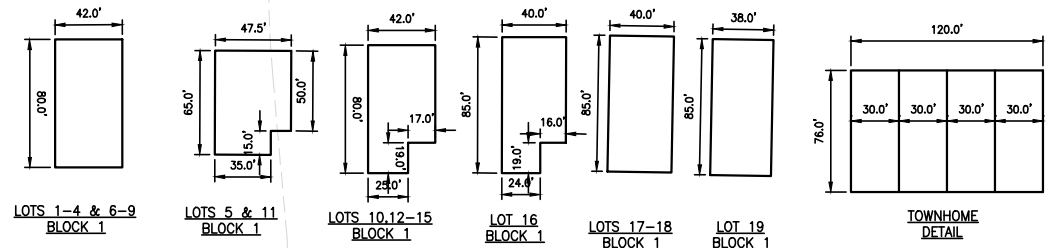
25'
50'
8'
6'
25'
40'
15'

WETLAND NUMBER
WETLAND 1
WETLAND 2

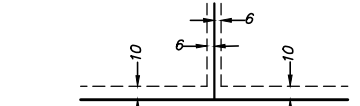
WETLAND CLASSIFICATION
EXCEPTIONAL
MANAGE 2

100' (1)
30'

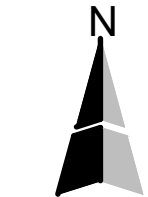
(1) INCREASED DUE TO SLOPE ADJACENT TO BUFFER



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 10 FEET IN WIDTH AT ADJOINING RIGHT-OF-WAY LINES, AND
BEING 6 FEET IN WIDTH AT ADJOINING LOT LINES, AS SHOWN ON
THE PLAT. UNLESS OTHERWISE INDICATED.



0 60 120
GRAPHIC SCALE IN FEET



CAMPION
ENGINEERING
SERVICES, INC.

Civil Engineering • Land Planning
PO BOX 41486
PLYMOUTH, MN 55441
PHONE: (763)486.3799
EMAIL: MCAMPION@CAMPIONENG.COM

I hereby certify that this plan, specification
or report has been prepared by me or
under my direct supervision and that
I am a duly licensed Professional Engineer
under the laws of the State of Minnesota.

Martin P. Campion -Lic. # 19901 Date:

SUNSET BLUFF
RON CLARK
PLYMOUTH, MN

PRELIMINARY PLAT

SHEET NO. 4 OF 15 SHEETS

PROJECT NO:
23-027

DATE:
01/24/2025

CITY OF PLYMOUTH

RESOLUTION No. 2025-179

RESOLUTION APPROVING FINAL PLAT AND DEVELOPMENT CONTRACT FOR “SUNSET BLUFF” (2025033)

WHEREAS, Ron Clark Construction has requested approval of a final plat for “Sunset Bluff” for the development of the 10-villa-styled single-family homes and 19 townhomes located at 5995, 6045, 6105 Vicksburg Lane; and

WHEREAS, the property is presently legally described as follows:

The North 300 feet of the South 1,530 feet of the East 759 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota.

AND

The North 322.18 feet of the South 1852.18 feet of the East 709 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota.

AND

That part of the East 709 feet of the Northeast 1/4 of Section 5, Township 118 North, Range 22 West of the 5th Principal Meridian, Hennepin County, Minnesota, lying North of the South 1,852.18 feet thereof and South of the center line of Chankahda Trail; and

WHEREAS, city staff has prepared a development contract covering the improvements related to said plat.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the request by Ron Clark Construction for a final plat for Sunset Bluff is approved; and

FURTHER, that the development contract for said plat be approved, and that upon prior execution of the development contract by the Developer, the Mayor and City Manager be authorized to execute the development contract, stormwater agreement, and encroachment agreement on behalf of the city; and

FURTHER, that the following conditions apply to said plat:

1. The final plat for Sunset Bluff is approved in accordance with the plans dated May 19, 2025, and additional information on May 22, 2025, June 9 2025, and June 13, 2024, except as amended by this resolution.

2. Prior to recording of the final plat, the Developer shall:
 - a. Receive city approval of final construction plans.
 - b. Execute the development contract and provide the related financial guarantees and fees.
 - c. Execute the Storm Water Maintenance Agreements.
 - d. Execute any Rain Garden Maintenance Agreements, as applicable.
 - e. Compliance with all fire codes, including those for hydrant location and fire lane signage.
 - f. Pay the required park dedication fee.
 - g. Pay tree restitution fee.
3. Separate building permits are required prior to commencement of the project.
4. The applicant is required to repair any trails or sidewalks that connect to Plymouth Parks and Trails system if damaged during construction of the development.
5. Prior to issuance of a building permit, the Developer shall fulfill the requirements, submit the required information, and revise the plans as indicated below, consistent with the applicable city code, zoning ordinance, and engineering guidelines:
 - a. Final plat must be approved by the City Council and recorded at Hennepin County prior to issuance of a building permit.
 - b. Provide proof of recording for the final plat and all easements and agreements.
 - c. Townhomes with 3 or more dwelling units require a fire sprinkler system.
 - d. Prior to issuance of building permits for lots abutting wetlands, any required permanent wetland buffer monument signs shall be installed pursuant to ordinance requirements.
6. Standard Conditions:
 - a. No building permits shall be issued until the final plat is recorded and the City Engineer approves plans.
 - b. No trees may be planted in the public right-of-way.
 - c. Any signage shall comply with section 21155 of the zoning ordinance and shall receive sign permits if required.
 - d. The applicant shall remove any diseased or hazardous trees.
 - e. Retaining walls over 48 inches requires a separate building permit and minimum 42-inch-high fence on top of the wall.
 - f. Retaining walls within easements shall require an encroachment agreement.
 - g. A separate building permit and structural engineer design is required for retaining walls over 4' in height.
 - h. Compliance with the city's lighting regulations.
 - i. Compliance with the city's tree preservation regulations.
 - j. Compliance with the city's landscape regulations.
 - k. Snow removal and long-term maintenance (repair/replacement) of all public sidewalks within the development, is the responsibility of the HOA.
 - l. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.
 - m. Required permanent wetland buffer signs shall be installed.
 - n. A separate demolition permit is required to be obtained before any demolition work begins. Sewer and water disconnect permits are also required.

- o. Septic Systems would need a separate permit from Hennepin County for removal.
- p. Any unused wells would need to be properly sealed per Minnesota Department of Health. Septic systems require a separate permit from Hennepin County to remove.
- q. Construction parking for this development shall occur on the site, or pursuant to a construction parking plan approved by the city.
- r. Compliance with all building and fire code requirements.
- s. Compliance with all city and watershed regulations regarding drainage, runoff, water quality, and erosion control.
- t. Hours of operation for site preparation work including building demolition, utility installation, foundation piling installation, and grading shall be limited as follows: Monday through Friday 7 a.m. to dusk; Saturdays 8 a.m. to 6 p.m.; Sundays and Holidays no work allowed. Hours of operation for site development work including building construction shall be limited as follows: Monday through Friday 7 a.m. to 10 p.m.; Saturdays, Sundays, and Holidays 8 a.m. to 9 p.m.
- u. Any diseased or hazardous trees must be removed from the property at the owner's expense.
- v. Compliance with city's noise regulations for generators.
- w. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.
- x. This approval shall expire two years after the date of approval, unless the property owner or applicant has recorded the final plat, or unless the applicant, with the consent of the property owner, has received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 512 of City Code.

APPROVED by the City Council this 24th day of June, 2025.

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 June 24, 2025, 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

_____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Kip Berglund, Senior Planner

Reviewed by: Grant Fernelius, CED Director

Item: **Approve site plan amendment and variance for outdoor storage areas and loading ramp at 13135 County Road 6 (White Cap - 2025015)**

1. Action Requested:

Approve site plan amendment and variance for White Cap for outdoor storage areas and loading ramp at 13135 County Road 6, as recommended by the Planning Commission.

Approval requires a 4/7 vote of the City Council.

2. Background:

On June 4, the Planning Commission reviewed the proposal, conducted a public meeting, and subsequently voted unanimously to recommend approval. Other than the applicant, no one from the public spoke on the matter.

The planning commission questioned the proposed height of the products within the outdoor storage area, and hours of operation of the business. Staff responded that the applicant stated that the products within the outdoor storage areas would not exceed the height of the fencing, which is eight feet. The applicant stated that the hours of operation for the business are 7 a.m. to 4 p.m.

A copy of the Planning Commission meeting minutes and report are attached. Notice of the Planning Commission's public meeting was mailed to all property owners within 200 feet of the site.

3. Budget Impact:

Not applicable

4. Attachments:

1. Planning Commission Report
2. Minutes
3. Location Map
4. Variance Standards Responses
5. Building Elevations
6. Site and Floor Plans
7. City Council Resolution 2025-180

To: Plymouth Planning Commission

From: Kip Berglund, Senior Planner (763-509-5453)
Community and Economic Development Department

Subject: White Cap – site plan amendment and variance request to establish an outdoor storage area south of the building and an outdoor storage area and loading ramp west of the building at 13135 County Road 6 2025015

Deadline: September 17, 2025

Summary

Request for a site plan amendment and variance to allow the establishment of two enclosed outdoor storage areas along the southern and western sides of the building and a loading ramp along the western side of the building at 13135 County Road 6. Under the plan, the proposed outdoor storage area along the western side of the building would be in a front yard and enclosed by an eight-foot-high fence, where the code requires outdoor storage areas to be in a side or rear yard and fencing up to four feet high is permitted in the front yard.

The approval of a site plan amendment, which, without the need for a variance, could be approved administratively because the site is not within 200 feet of a residential zoning district.

An aerial view of the site is included to the right for reference on the site context.



Recommended Action

Community and Economic Development Department Staff recommend approval of the site plan amendment and variance for the establishment of the enclosed outdoor storage area on the southern side of the building and outdoor storage area and loading ramp on the western side of the building.



Site Information

Zoning and Land Use

The property is zoned I-2 (General Industrial) and guided IND (Industrial).

	Use	Zoning	Land Use Designation (2040 Comprehensive Plan)
Subject Property	Vacant industrial building	I-2	IND
North (<i>across County Road 6</i>)	Multi-tenant industrial building	I-2	IND
East	Multi-tenant industrial building	I-2	IND
South (<i>across 16th Ave</i>)	Industrial buildings	I-2	IND
West (<i>across 16th Ave</i>)	Plymouth Fire Station 1	I-2	IND

Natural Characteristics of Site

The site lies in the Bassett Creek watershed district. The site is not located within the flood plain or shoreland overlay district. The site does not contain any wetlands.

Previous City Actions Affecting Site

In December 2023, a site plan was administratively approved for the construction of an approximately 90,000 square-foot industrial building and related site improvements on 6.4 acres. The building was constructed in 2024.

Analysis of Request

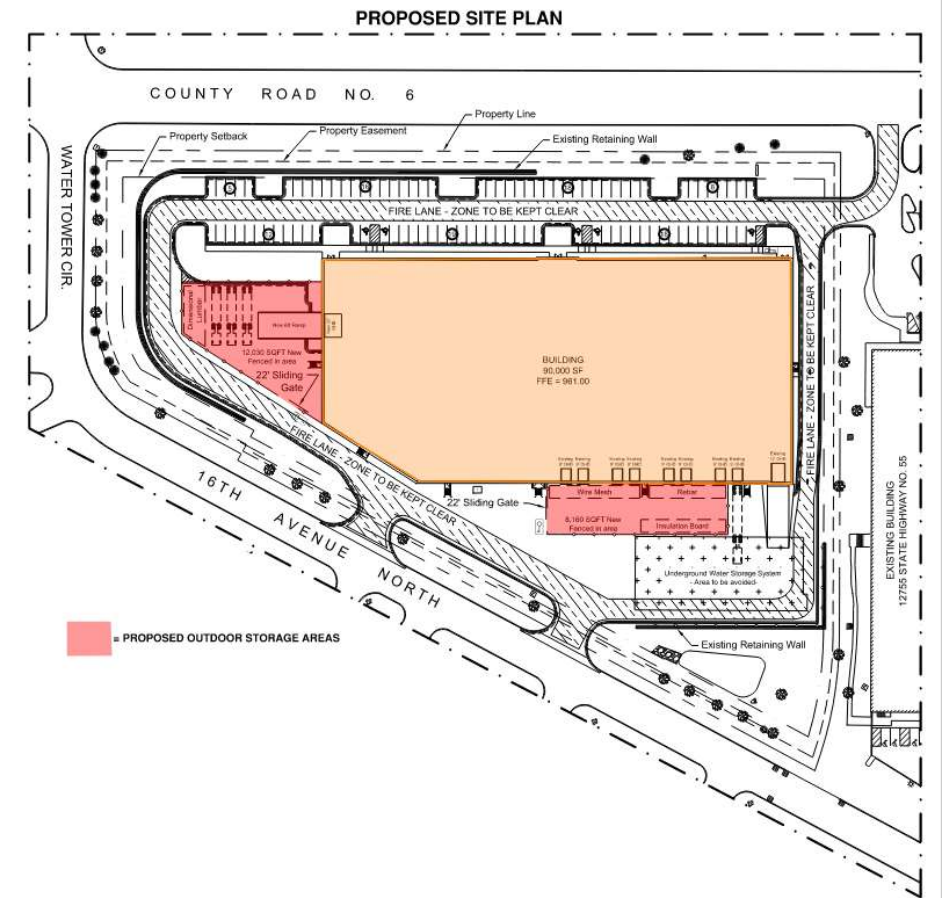
The applicant is requesting approval of a site plan amendment and variance to establish two outdoor storage areas on the south and west sides of the building and a loading ramp on the west side of the building. The applicant states that the outdoor storage areas would be for the storage of building products like rebar, wire mesh, poly insulation boards, and filter fabric. The building is currently vacant and the applicant states that White Cap plans on occupying the entire building, and that the size of the two outdoor storage areas are needed to store large products outside to make the daily operations function.

White Cap describes its business as a one-stop-shop that provides concrete accessories and chemicals, tools and equipment, building materials and fasteners, erosion and waterproofing and safety products to professional contractors. In the I-2 zoning district, retail activity is limited

to ten percent of the gross floor area of the principal use, to a maximum of 5,000 square feet. The applicant has provided a floor plan that shows that the retail component would meet those requirements.

Site Plan Amendment

The applicant is proposing two outdoor storage areas, one would be 12,030 square feet along the west side of the building. In addition, a new loading ramp would be added to the west side of the building to allow forklift access in and out of the building. The other would be 8,160 square feet along the south side of the building. The size of the outdoor storage area on the south side of the building is limited due to an underground stormwater storage system that was installed to satisfy stormwater treatment requirements when the building was constructed in 2024.



The outdoor storage areas would be enclosed by 8-foot-high fencing with privacy slats. There would be 22-foot sliding gates that would be secured with Knox lock boxes.

Parking

The westernmost outdoor storage area would be installed over existing parking spaces. The applicant has provided a site plan that calculates the required parking based on the proposed uses within the building. Based on those uses, the code would require 77 parking spaces where 96 are provided. In addition, the fire lane would remain unobstructed.

Variance

The applicant is requesting an outdoor storage area to be located in a front yard and to be enclosed with eight-foot-high fencing. The applicant states that the amount of outdoor storage is needed for the daily operations of the business to function

Section 21105.11, Subd. 3 of the zoning ordinance requires all exterior storage areas to be located in the side or rear yard, screened with materials of 90 percent or more opacity, and shall screen views from adjoining properties and public streets. The proposed outdoor storage areas would meet the screening requirements; however, the westernmost area would be in what is considered a front yard.

In front yards, fencing up to 3.5 feet in height is permitted if the style is greater than 50 percent opacity, or 4.5 feet in height if the style of the fence is less than 50 percent opacity. However, if the outdoor storage area is approved in the front yard, pursuant to section 21130.01, Subd. 5, (i) fences up to 10 feet are permitted to provide required screening of outside storage or loading areas in the industrial districts.

Findings

In review of the request, staff finds that all the applicable variance standards would be met, as follows:

1. Would the variance, and its resulting construction or project, be in harmony with the general purposes and intent of the Zoning Ordinance, and be consistent with the comprehensive plan?

Finding: Staff finds that the request is in harmony with the general purpose of the zoning ordinance and comprehensive plan. Outdoor storage areas are permitted as an accessory use and generally associated with industrial type uses.

2. The variance applicant has satisfactorily established that there are practical difficulties in complying with this Chapter. "Practical difficulties" means that:

- a. Does the applicant propose to use the property in a reasonable manner permitted by this Chapter?

Finding: Staff finds that the request is reasonable. The property will be used in a reasonable manner, as permitted by the zoning ordinance. Upon the granting of the variance, the project will comply with the zoning ordinance.

- b. Is the plight of the landowner due to circumstances unique to the property that were not created by the landowner?

Finding: Staff finds that the variance request is due to the unique characteristics of the triangular shape of the property with public street frontages along three sides, and that the property characteristics were not caused by the applicant.

- c. The variance, if granted, would not alter the essential character of the locality?

Finding: Staff finds that the request would not alter the essential character of the locality as outdoor storage areas are typical for industrial uses and it would be screened.

3. Is the variance request based exclusively upon economic considerations?

Finding: Staff finds that the request is not solely based on economic considerations but based upon the need for outdoor storage space to make the daily operations of the business function.

4. Would the variance, and its resulting construction or project, be detrimental to the public welfare, or would it be injurious to other land or improvements in the neighborhood?

Finding: Staff finds that the request would not be detrimental to the public welfare and would not be injurious to other land/improvements in the neighborhood as the outdoor storage area would be screened to 90 percent opacity and setback roughly 80 feet from the west property line and 68 feet from the south property line.

5. Would variance, and its resulting construction or project, impair an adequate supply of light and air to adjacent properties? Or would it substantially increase traffic congestion in public streets, increase the danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood?

Finding: Staff finds that the request would not impair light and air, nor increase traffic, risk of fire, nor endanger the public safety, nor diminish property values in the neighborhood as outdoor storage areas are typically associated with industrial uses and it would be setback 80 feet from the west property line along Water Tower Circle and 68 feet from the south property line along 16th Avenue.

6. Is the variance requested the minimum action required to address or alleviate the practical difficulties?

Finding: Staff finds that the variance is the minimum action required to address the unique site characteristics. All other requirements would be met.

The Planning Commission must review the variance request for compliance with the standards outlined in the zoning ordinance. A copy of the variance standards is attached.

Level of Discretion in Decision-Making

The City's discretion in approving or denying a variance is limited to whether or not the proposal meets the standards for a variance. The City has a relatively high level of discretion with a variance because the burden of proof is on the applicant to show that they meet the standards for a variance.

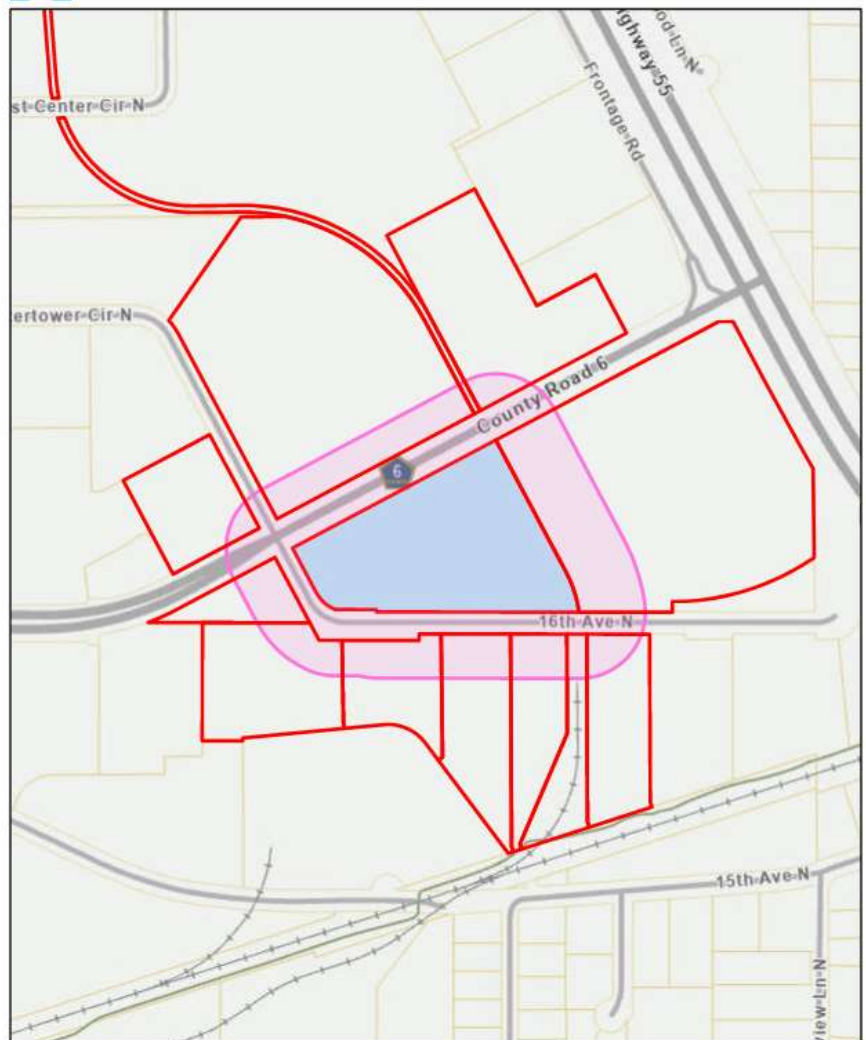
The City's discretion in approving or denying a site plan amendment is limited to whether or not the proposal complies with the comprehensive plan and zoning ordinance requirements. If it meets these standards, the city must approve the site plan. Staff notes that outdoor storage areas would be allowed administratively if a variance were not requested.

Public Notice

Notice of the public meeting was mailed to all property owners within 200 feet of the site.

**Hennepin County Locate & Notify Map**

Date: 5/22/2025

**Buffer Size: 200****Map Comments:**0 100 200 400 Feet
A horizontal scale bar with markings for 0, 100, 200, and 400 feet.

Proposed Minutes Planning Commission Meeting June 4, 2025

Chair Boo called a Meeting of the Plymouth Planning Commission to order at 7:00 p.m. in the Council Chambers of City Hall, 3400 Plymouth Boulevard, on June 4, 2025.

COMMISSIONERS PRESENT: Chair Michael Boo, Marc Anderson, Julie Olson, Bill Wixon, Josh Fowler, Neha Markanda, and Jim Willis

COMMISSIONERS ABSENT: None

STAFF PRESENT: Planning Manager Lori Sommers, Senior Planner Kip Berglund, Senior Planner Shawn Drill, and Economic Development Coordinator Jennifer Erickson.

Chair Boo led the Pledge of Allegiance.

New Business

(6.2) Site plan amendment and variance request for outdoor storage areas and a loading ramp at 13135 County Road 6 (White Cap – 2025015)

Senior Planner Kip Berglund presented the staff report.

Commissioner Willis asked about the height of the materials proposed to be stored outdoors.

Senior Planner Kip Berglund replied that the applicant has stated that the outdoor storage materials would not exceed the eight-foot fence.

Chair Boo asked the definition of a front yard in this case.

Senior Planner Kip Berglund provided additional explanation of what would be considered the front yard.

Commissioner Fowler asked how it would be determined that Water Tower Circle sets the front yard.

Senior Planner Kip Berglund replied that any property line that abuts a public street would be considered a front. He confirmed that this property has three fronts.

Commissioner Markanda asked about the daily hours of operation for the business.

Chair Boo introduced the applicant, Eric Laufmann, who stated that the area proposed for outdoor storage sits at a lower elevation than the roads making it less visible from the street. He

commented that the store hours are 7 a.m. to 4 p.m. He stated that they typically begin to load trucks about 6 a.m.

Commissioner Anderson appreciated the business staying in Plymouth as it expands. He asked about the number of jobs that are anticipated to be added.

Mr. Laufmann commented that they currently have locations in St. Paul, Elk River, and Plymouth, and this would consolidate those three locations into one building. He stated that there are currently 46 employees between the three buildings, six of whom are currently at the Plymouth location.

Commissioner Anderson stated that because of the triangular shape and configuration of the roads, he would support the variance. He commented that this is an attractive industrial building.

Motion was made by Markanda, and seconded by Commissioner Wixon, to recommend approval of the site plan amendment and variance request for outdoor storage areas and a loading ramp at 13135 County Road 6, subject to the conditions within the draft resolution. With all Commissioners voting in favor, the motion carried.

It was noted that this item is scheduled to move forward to the City Council at the June 24, 2025, meeting.

Adjournment

Chair Boo adjourned the meeting at 7:25 p.m.



2025015
White Cap
3135 County Road 6
Request for a Site Plan Amendment
and Variance



Legend

- C, Commercial
- CC, City Center
- CO, Commercial Office
- IND
- LA-1, Living Area 1
- LA-2, Living Area 2
- LA-3, Living Area 3
- LA-4, Living Area 4
- LA-5
- MXD
- MXD-R
- P-I, Public/Semi-Public/Institutional

What is the proposed project? Explain what you're doing and why you need a variance.

The proposed project is to create two screened outside storage areas. Each yard would be approximately 12,000 SF.

These storage yards will be to store product for sale. Items like Rebar, wire mesh, Dow Blue board, and Filter Fabric.

These are the only areas larger enough on this parcel to create yards out of and the code does not allow for outside storage in the I-2 zone on the side of the building.

Would the variance, and its resulting construction or project, be in harmony with the general purposes and intent of the Zoning Ordinance, and consistent with the comprehensive plan? Explain.

a. Yes, this would help to create the balance between industrial and commercial. The plan states maintenance and outside storage of an industrial character should not be located adjacent to residential areas unless fully screened

b. The parking demand is met. We have 95 spots, and the parking calculation is for 75.

Would the variance, and its resulting construction or project, be detrimental to the public welfare, or injurious to other land or improvements in the neighborhood? Explain.

No, we will need to install a fence with screen. We will also need to construct a concrete ramp in one yard

(Located on Water Tower Circle RD) to allow forklift access in and out of the building.

Would the variance, and resulting project, impair an adequate supply of light and air to adjacent properties, substantially increase traffic congestion in public streets, increase the danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood? Explain.

No, there will be no effect to light and air pollution to adjacent properties and no danger to the public's safety.

The additional traffic will be minimal with approximately 5 outbound delivery trucks a day.

Explain the "practical difficulties" present by answering the following questions:

Is the variance the minimum action required to address or alleviate the practical difficulties? Explain.

Yes, this is the minimum action required. The business needs the ability to store large products outside, such as Rebar, wire mesh, Dow Blue board, and Filter Fabric. This allows for operational efficiency and mobility with loading and

unloading trucks without damaging product or harming associates. Allowing the use of outside storage will allow this building to work for our use.

Do you plan to use the property in a reasonable manner, permitted by the Zoning Ordinance? Explain.

Yes, all other uses are permitted per the code.



Would the variance, if granted, alter the essential character of the locality?

No, we would not alter the character of the locality.

Is the variance request based exclusively upon economic considerations? Explain.

Yes, if we cannot use the outside storage space we cannot operate efficiently and will not lease the space

Is the difficulty due to circumstances unique to the property and was the issue created by the property owner? Explain.

a. Yes, this difficulty due to circumstances unique to the property, since there is no space in the back of the property to build yard space. This was not created by the landlord either. This difficulty was due to the shape of the parcel.

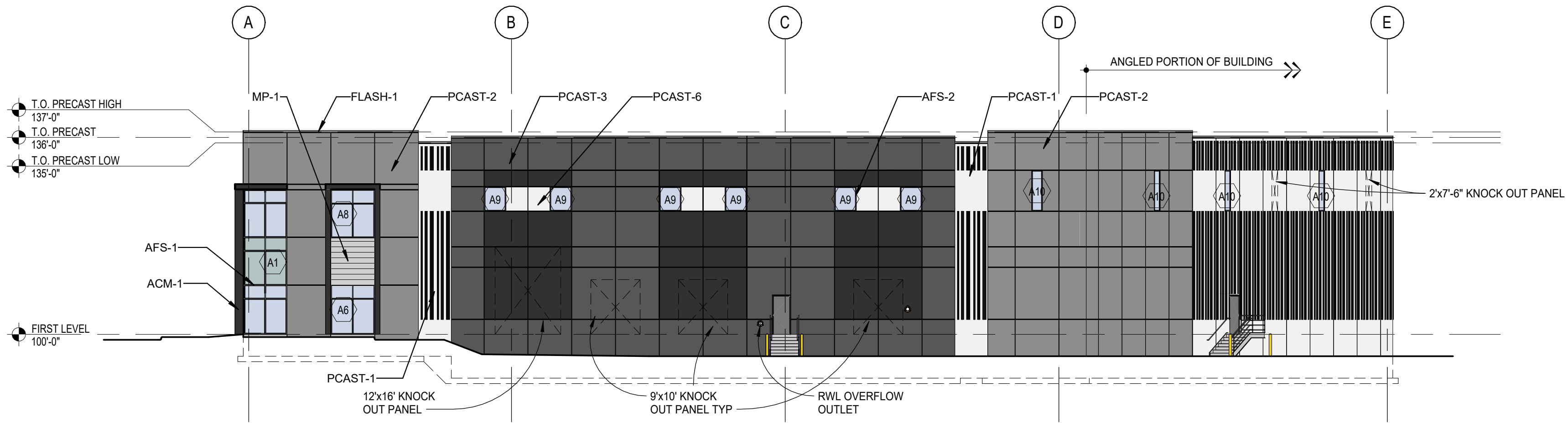


EXTERIOR MATERIAL FINISH SCHEDULE					
MATERIAL ID	MATERIAL	MANUFACTURER	FINISH	COLOR	LOCATION
PCAST - 1	PRECAST CONCRETE WALL PANELS	FABCON	LOW PROFILE RANDOM RIB EXPOSED AGGREGATE	LIGHT GREY	AS INDICATED
PCAST - 2	PRECAST CONCRETE WALL PANELS	FABCON	EXPOSED AGGREGATE	MEDIUM GREY	AS INDICATED
PCAST - 3	PRECAST CONCRETE WALL PANELS	FABCON	EXPOSED AGGREGATE	DARK GREY	AS INDICATED
PCAST - 4	PRECAST CONCRETE WALL PANELS	FABCON	EXPOSED AGGREGATE	PT-# (BLACK)	AS INDICATED
PCAST - 5	PRECAST CONCRETE WALL PANELS	FABCON	FORM SIDE PAINTED WITH REVEALS	PT-# (BLACK)	AS INDICATED
PCAST - 6	PRECAST CONCRETE WALL PANELS	FABCON	EXPOSED AGGREGATE PAINTED	PT-# (WHITE)	AS INDICATED
ACM - 1	ALUMINUM COMPOSITE MATERIAL	ALPOLIC	PREFINISHED	BLACK	AS INDICATED
MP - 1	METAL PANEL	ALPOLIC	CONCEALED FASTENER METAL PANEL	WHITE	AS INDICATED
FLASH - 1	CAP FLASHING	SEE SPEC	PREFINISHED	BLACK	AS INDICATED
AFS FLASH - 1	WINDOW SILL FLASHING	SEE SPEC	ANODIZED	BLACK	AS INDICATED
AFS-1	ALUMINUM WINDOW FRAMES 7 1/2" CURTAINWALL	SEE SPEC	ANODIZED	BLACK	AS INDICATED
AFS-2	ALUMINUM WINDOW FRAMES 4 1/2" STOREFRONT	SEE SPEC	ANODIZED	BLACK	AS INDICATED

NOTE:
THE "BASIS OF DESIGN" MATERIALS FOR THE PROJECT ARE LISTED ON THE SCHEDULE ABOVE. SEE SPECIFICATIONS FOR ADDITIONAL MATERIAL INFORMATION AND OTHER APPROVED SUBSTITUTIONS.

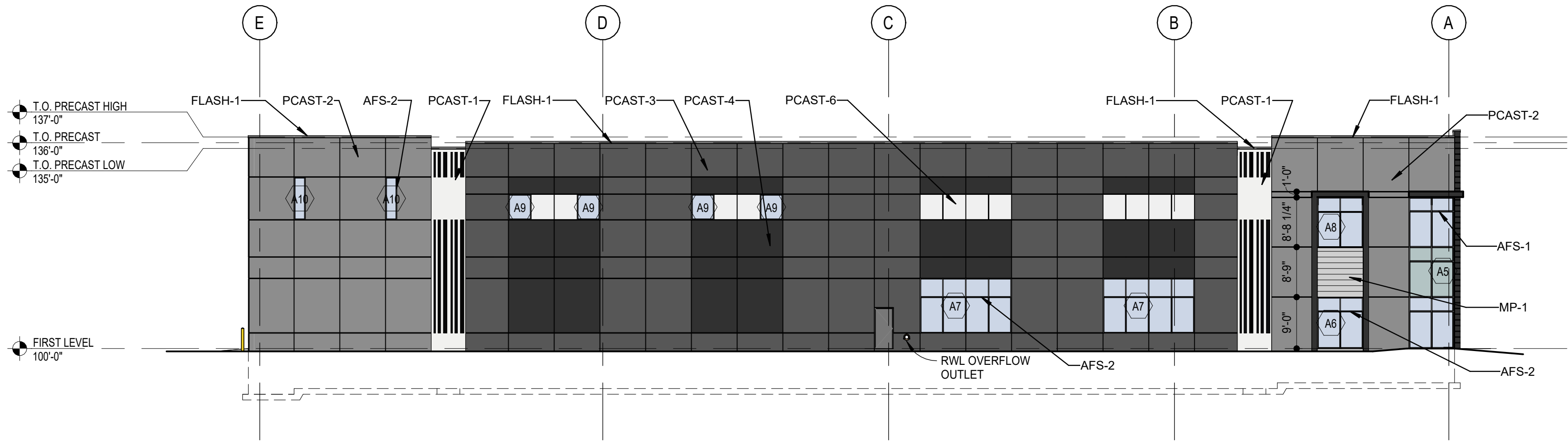
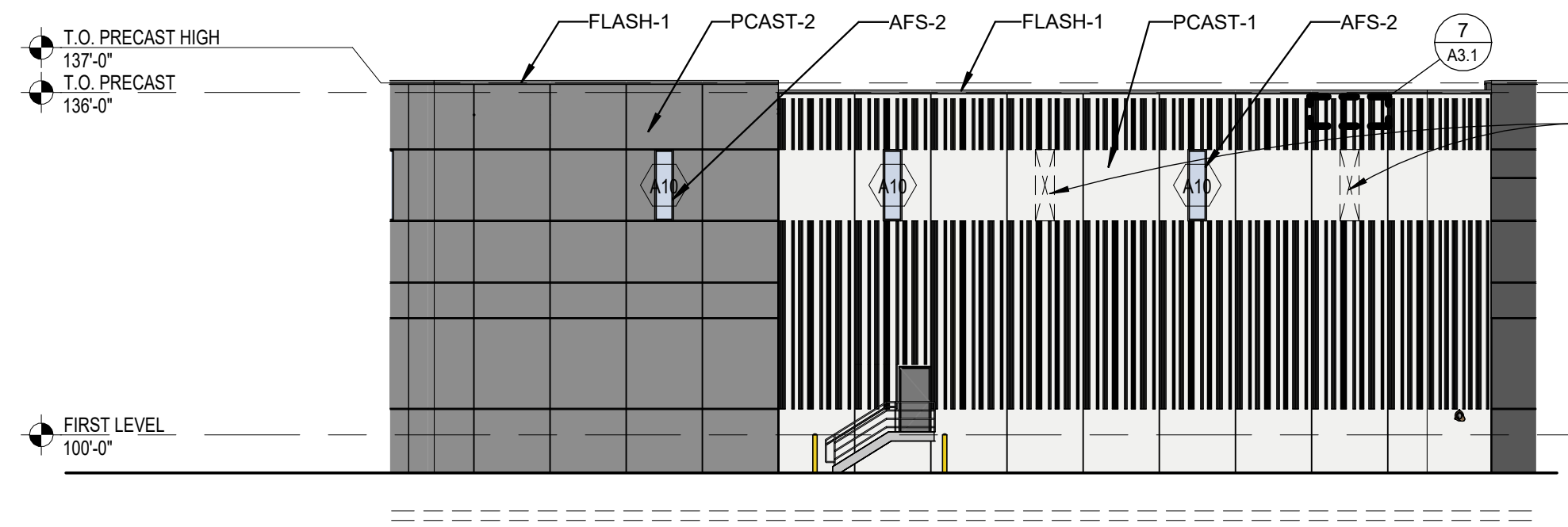
7
A3.1
PANEL SCORES
3/4" = 1'-0"

5
A3.1
WEST BUILDING ELEVATION
1/16" = 1'-0"

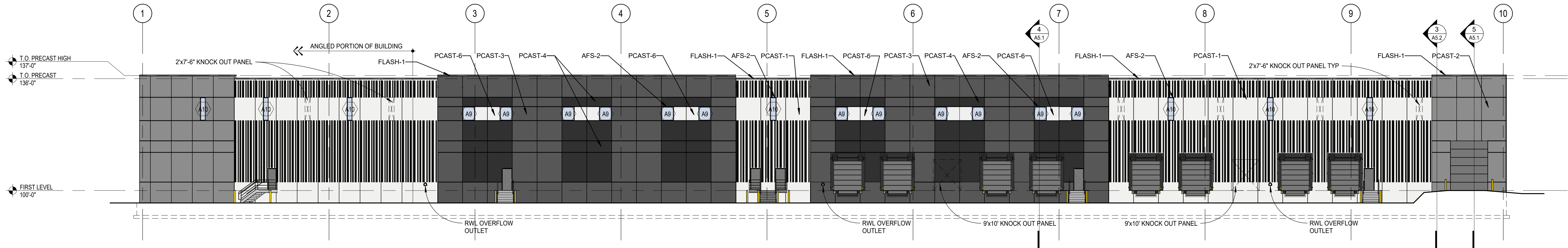


4
A3.1
SOUTHWEST BUILDING ELEVATION
1/16" = 1'-0"

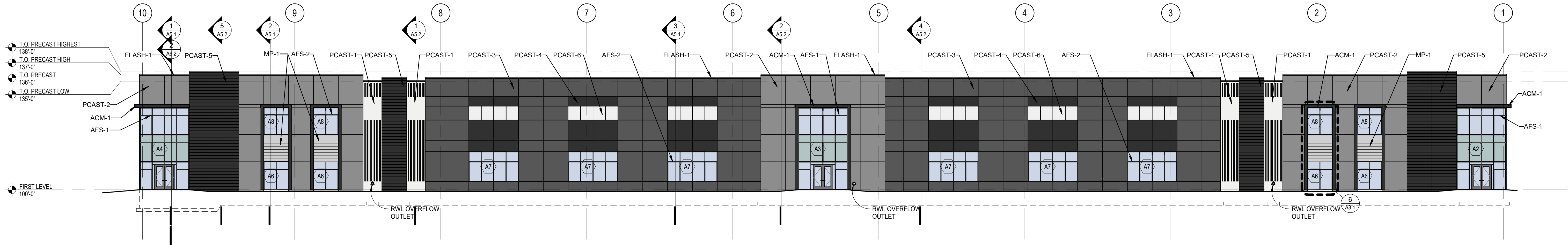
3
A3.1
EAST BUILDING ELEVATION
1/16" = 1'-0"



6
A3.1
ENLARGED METAL PANEL ELEVATION
1/8" = 1'-0"



2
A3.1
SOUTH BUILDING ELEVATION
1/16" = 1'-0"



1
A3.1
NORTH BUILDING ELEVATION
1/16" = 1'-0"



SOUTH ELEVATION

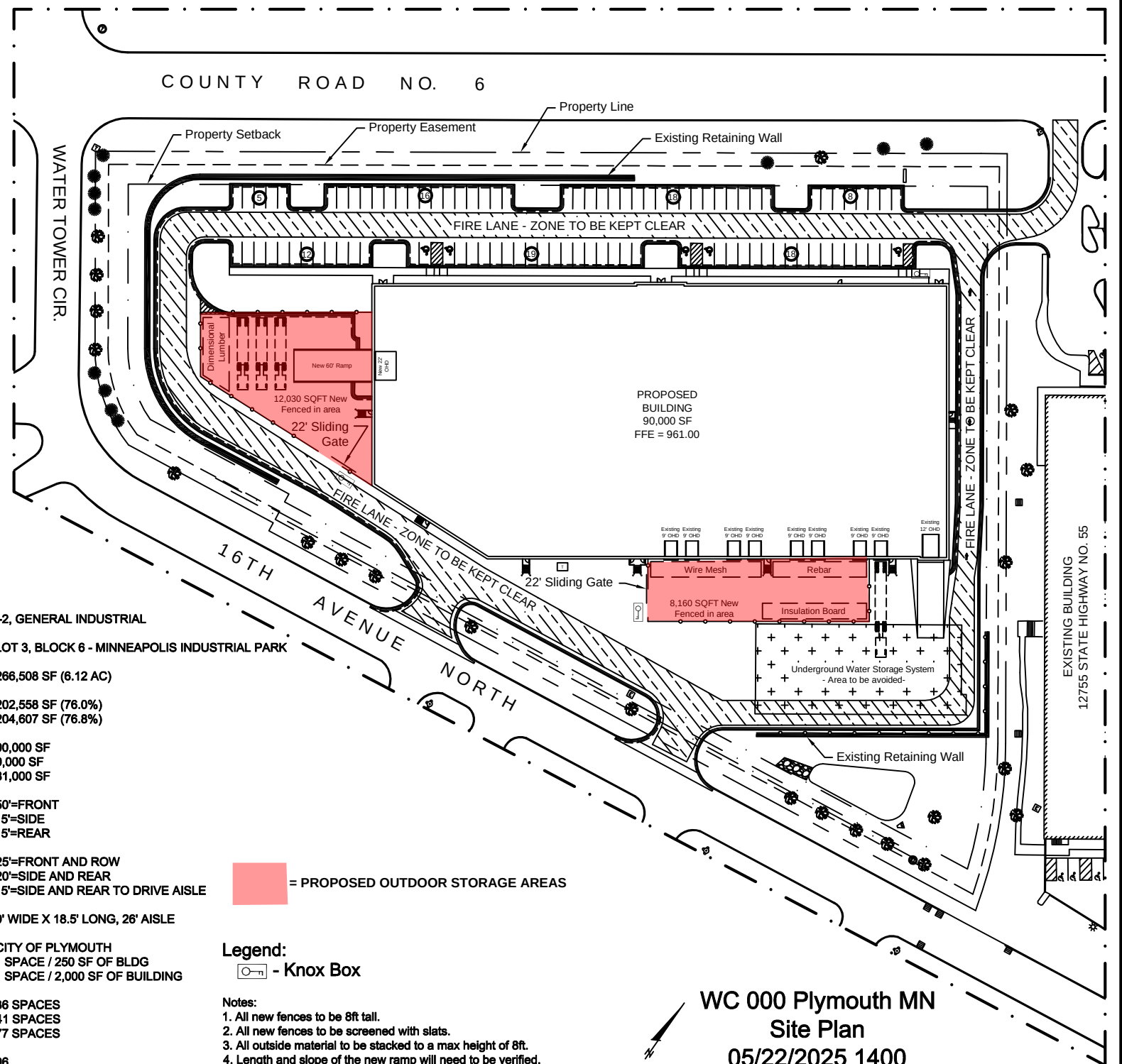




NORTH AND EAST ELEVATIONS



BA



SITE DEVELOPMENT SUMMARY

· ZONING:	I-2, GENERAL INDUSTRIAL
· PARCEL DESCRIPTION:	LOT 3, BLOCK 6 - MINNEAPOLIS INDUSTRIAL PARK
· PROPERTY AREA:	266,508 SF (6.12 AC)
· PRE-DEVELOPMENT IMPERVIOUS SURFACE:	202,558 SF (76.0%)
· POST-DEVELOPMENT IMPERVIOUS SURFACE:	204,607 SF (76.8%)
· BUILDING GROSS SIZE:	90,000 SF
OFFICE:	9,000 SF
WAREHOUSE/COMMON:	81,000 SF
· BUILDING SETBACK PER CODE:	50'=FRONT 15'=SIDE 15'=REAR
· PARKING SETBACK:	25'=FRONT AND ROW 20'=SIDE AND REAR 15'=SIDE AND REAR TO DRIVE AISLE
· PARKING SPACE/DRIVE AISLE:	9' WIDE X 18.5' LONG, 26' AISLE
· PARKING RATIO REQUIREMENT	CITY OF PLYMOUTH
OFFICE:	1 SPACE / 250 SF OF BLDG
WAREHOUSE:	1 SPACE / 2,000 SF OF BUILDING
OFFICE (9,000/250)	36 SPACES
WAREHOUSE (81,000/2,000)	41 SPACES
TOTAL SPACES REQUIRED:	77 SPACES
· PARKING PROVIDED:	96

Legend:

 - Knox Box

Notes:

1. All new fences to be 8ft tall.
2. All new fences to be screened with slats.
3. All outside material to be stacked to a max height of 8ft.
4. Length and slope of the new ramp will need to be verified.

WC 000 Plymouth MN
Site Plan
05/22/2025 1400

CITY OF PLYMOUTH

RESOLUTION No. 2025-180

RESOLUTION APPROVING A SITE PLAN AMENDMENT AND VARIANCE FOR WHITE CAP FOR PROPERTY LOCATED AT 13135 COUNTY ROAD 6 (2025015)

WHEREAS, White Cap has requested approval of a site plan amendment and variance to allow the establishment of two enclosed outdoor storage areas along the southern and western sides of the building and a loading ramp along the western side of the building; and

WHEREAS, the variance would allow the outdoor storage area on the western side of the building in a front yard and enclosed by an eight-foot-high fence; and

WHEREAS, the subject site is presently legally described as Lot 3, Block 6, Minneapolis Industrial Park, Hennepin County, Minnesota; and

WHEREAS, the Planning Commission has reviewed said request at a duly called public meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that it should and hereby does approve the request by White Cap for a site plan amendment and variance to allow the establishment of two enclosed outdoor storage areas along the southern and western sides of the building and a loading ramp along the western side of the building at 13135 County Road 6, subject to the following conditions:

1. The requested site plan amendment is hereby approved to allow two outdoor storage areas along the southern and western sides of the building, and a loading ramp along the western side of the building, in accordance with the application and plans received by the city on April 3, 2025, with additional information on April 16, 2025, and May 20 and 23, 2025, except as may be amended by this resolution.
2. The requested variance is hereby approved to allow an outdoor storage area along western side of the building that will be in a front yard and enclosed by an eight-foot-high fence, where the code requires outdoor storage areas to be in a side or rear yard and fencing up to four feet high is permitted in the front yard, in accordance with the application and plans received by the city on April 3, 2025, with additional information on April 16, 2025, and May 20 and 23, 2025, except as may be amended by this resolution.
3. The requested variance is approved, based on the finding that all applicable variance standards have been met. Specifically,
 - a. The variance, and its resulting construction or project, would be in harmony with the general purposes of the zoning ordinance and comprehensive plan. Outdoor storage areas are permitted as an accessory use and generally associated with industrial type uses.
 - b. The applicant has demonstrated that there are practical difficulties in complying with the ordinance regulations, because:

1. the request is reasonable, the property will be used in a reasonable manner, as permitted by the zoning ordinance. Upon the granting of the variance, the project will comply with the zoning ordinance.; and
 2. the request is due to the unique characteristics of the triangular shape of the property with public street frontages along three sides, and that the property characteristics were not caused by the applicant; and
 3. the variance would not alter the essential character of the locality as outdoor storage areas are typical for industrial uses and the area would be screened.
 - c. The requested variance is not based upon economic considerations, but rather based upon the need for outdoor storage space to make the daily operations of the business function.
 - d. The variance, and its resulting construction or project, would not be detrimental to the public welfare, or injurious to other land or improvements in the neighborhood as the outdoor storage area would be screened to 90 percent opacity and set back roughly 80 feet from the west property line and 68 feet from the south property line.
 - e. The variance, and its resulting construction or project, would not impair an adequate supply of light and air to adjacent properties, nor would it substantially increase traffic congestion in public streets, increase the danger of fire, endanger the public safety, or substantially diminish property values within the neighborhood.
 - f. The variance requested is the minimum action required to address or alleviate the practical difficulties. All other requirements would be met.
4. **A building permit is required for the fencing and loading dock prior to commencement of the project.** Prior to issuance of a building permit, the applicant shall submit the following:
- a. Provide details on the fence screening that demonstrate compliance with the 90 percent opacity requirement.
 - b. Coordinate with the fire department for access to the Knox Boxes for emergency response purposes.
 - c. Sewer Area Charges determination letter is required by the Metropolitan Council.
5. Any subsequent phases or expansions are subject to required reviews and approvals per ordinance provisions.
6. The variance shall expire one year after the date of approval, unless the property owner or applicants have commenced the authorized improvement or use, or unless the applicants, with the consent of the property owner, have received prior approval from the city to extend the expiration date for up to one additional year, as regulated under section 21030.06 of the Zoning Ordinance.

APPROVED by the City Council on this June 24th, 2025

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 June 24th, 2025, 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 _____, _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Ben Scharenbroich, Water Resources Supervisor

Reviewed by: Michael Thompson, Public Works Director

Item: **Approve final closeout for the 19th and Dunkirk Pond Improvement Project (WR190001)**

1. Action Requested:

Adopt attached resolution approving final closeout for the 19th and Dunkirk Pond Improvement Project (WR190001).

2. Background:

This project removed accumulated sediment in a large stormwater management wetland located on the northwest corner of 19th Ave and Dunkirk Lane. The work and restoration for the project is completed and acceptable to staff.

3. Budget Impact:

The council previously approved a budget of \$269,691.88, which included contingencies, design, and administration. At project completion, the total project cost was \$259,837.90, which includes the construction cost (\$225,646.90) and engineering and administration (\$34,191). Funding is from the Water Resources Fund.

4. Attachments:

1. Project Map
2. Payment No. 3 and Final
3. City Council Resolution 2025-181

19th Avenue/ Dunkirk Lane Pond Improvement



LEGEND

- Storm Sewer
- Storm Outlet
- Storm Inlet
- Catch Basin
- Catch Basin Manhole
- Storm Manhole
- Parcel Boundaries
- Wetland

0 30 60 120 Feet



Contractor's Application for Payment No.

3

		Application Period: 2/19/25 - 5/28/25	Application Date: 5/28/2025
To (Owner): City of Plymouth	From (Contractor): Peterson Companies, Inc.	Via (Engineer): WSB	
Project: 19th and Dunkirk Pond Improvements	Contract:		
Owner's Project No:	Contractor's Project No: 23175		

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
TOTALS		
NET CHANGE BY		
CHANGE ORDERS		

1. ORIGINAL CONTRACT PRICE.....	\$	<u>\$224,691.88</u>
2. Net change by Change Orders.....	\$	
3. Current Contract Price (Line 1 ± 2).....	\$	<u>\$224,691.88</u>
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	<u>\$225,646.90</u>
5. RETAINAGE:		
a. 0% X \$225,646.90 Work Completed.....	\$	
b. 0% X Stored Material.....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	<u>\$225,646.90</u>
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	<u>\$210,578.67</u>
8. AMOUNT DUE THIS APPLICATION.....	\$	<u>\$15,068.23</u>
9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above).....	\$	<u>-\$955.01</u>

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

Contractor Signature

By: 	Date: 5/28/2025
--	-----------------

Payment of:	\$	<u>\$15,068.23</u>	(Line 8 or other - attach explanation of the other amount)
is recommended by:		_____ (Engineer)	_____ (Date)
Payment of:	\$	<u>\$15,068.23</u>	(Line 8 or other - attach explanation of the other amount)
is approved by:		_____ (Owner)	_____ (Date)
Approved by:		_____ Funding or Financing Entity (if applicable)	_____ (Date)

Item No.	Item Description	Unit	Est. Qty.	Unit Price	Total	Previous Qty	Previous Total	Current Qty	Current Total	To Date Qty	To Date Total
1.000	MOBILIZATION	LS	1.00	\$34,558.00	\$34,558.00	1.15	\$39,741.70			1.150	\$39,741.70
2.000	Clearing	Each	7.00	\$280.50	\$1,963.50	10.000	\$2,805.00			10.000	\$2,805.00
3.000	GRUBBING	EA	7.00	\$280.50	\$1,963.50	10.000	\$2,805.00			10.000	\$2,805.00
4.000	REMOVE PIPE APRON	EACH	3.00	\$383.72	\$1,151.16	3.000	\$1,151.16			3.000	\$1,151.16
5.000	REMOVE SEWER PIPE (STORM)	LF	15.00	\$37.51	\$562.65	16.000	\$600.16			16.000	\$600.16
6.000	DEWATERING	LS	1.00	\$18,007.00	\$18,007.00	1.040	\$18,727.28			1.040	\$18,727.28
7.000	EXCAVATION - CHANNEL AND POND (EV) (P) (SPECIAL)	CY	4,290.00	\$23.62	\$101,329.80	4290.000	\$101,329.80			4290.000	\$101,329.80
8.000	18" RC PIPE APRON	EACH	1.00	\$1,775.51	\$1,775.51	1.000	\$1,775.51			1.000	\$1,775.51
9.000	36" SPAN RC PIPE-ARCH APRON	EACH	2.00	\$6,109.06	\$12,218.12	2.000	\$12,218.12			2.000	\$12,218.12
10.000	18" RC PIPE SEWER,DESIGN 3006 CLASS V	LF	8.00	\$121.25	\$970.00	16.000	\$1,940.00			16.000	\$1,940.00
11.000	36" SPAN RC PIPE-ARCH SEWER CL IIA	LF	40.00	\$241.86	\$9,674.40	40.000	\$9,674.40			40.000	\$9,674.40
12.000	CONNECT TO EXISTING STORM SEWER	EA	3.00	\$566.50	\$1,699.50	3.000	\$1,699.50			3.000	\$1,699.50
13.000	CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	1.00	\$9,439.48	\$9,439.48	1.000	\$9,439.48			1.000	\$9,439.48
14.000	CONST DRAINAGE STRUCTURE DESIGN SPEC 1	EACH	1.00	\$9,168.03	\$9,168.03	1.000	\$9,168.03			1.000	\$9,168.03
15.000	GEOTEXTILE FILTER TYPE 4	SY	121.00	\$6.57	\$794.97	121.000	\$794.97			121.000	\$794.97
16.000	RANDOM RIPRAP CLASS III	CY	36.00	\$112.35	\$4,044.60	39.000	\$4,381.65			39.000	\$4,381.65
17.000	STABILIZED CONSTRUCTION EXIT	EACH	1.00	\$2,750.00	\$2,750.00	1.000	\$2,750.00			1.000	\$2,750.00
18.000	STORM DRAIN INLET PROTECTION	EA	4.00	\$165.00	\$660.00	4.000	\$660.00			4.000	\$660.00
19.000	COMMON TOPSOIL BORROW	CY	162.00	\$37.23	\$6,031.26			12.0	\$446.76	12.000	\$446.76
20.000	ROLLED EROSION PREVENTION PRODUCT, CAT. 20	SY	1,380.00	\$1.00	\$1,380.00			750.0	\$750.00	750.000	\$750.00
21.000	SEEDING	ACRE	0.40	\$10,213.50	\$4,085.40			0.25	\$2,553.38	0.250	\$2,553.38
22.000	SEED MIXTURE 21-111	LB	29.00	\$1.00	\$29.00			15.0	\$15.00	15.000	\$15.00
23.000	SEED MIXTURE 25-131	LB	9.00	\$4.00	\$36.00			5.0	\$20.00	5.000	\$20.00
24.000	SEED MIXTURE 33-261	LB	10.00	\$40.00	\$400.00			5.0	\$200.00	5.000	\$200.00
					\$224,691.88		\$221,661.76		\$3,985.14		\$225,646.90

CITY OF PLYMOUTH

RESOLUTION No. 2025-181

RESOLUTION APPROVING FINAL CLOSEOUT FOR THE 19TH AVENUE AND DUNKIRK LANE POND IMPROVEMENT PROJECT (WR190001)

WHEREAS, the City of Plymouth as the owner, and Peterson Companies, Inc. as the contractor, have entered into an agreement for the 19th Avenue and Dunkirk Lane Pond Improvement Project. Said agreement was approved by the City Council on November 14, 2023; and

WHEREAS, the City Engineer has certified his acceptance of the work and his approval of the request for final payment.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLMOUTH MINNESOTA:

1. That the original contract amount between the owner and the contractor was \$224,691.88. At project completion the final contract amount was \$225,646.90 or 0.4% over the contract amount.
2. That the work performed by the contractor for the 19th and Dunkirk Pond Improvement Project and certified to the Council by the engineer as acceptable, being the same, is released from the contract except as to the conditions of the performance bond, any and all legal rights of the owner, required guarantee, and correction of faulty work after final payment.
3. The total project cost is \$259,837.90, which includes the improvements (\$225,646.90), engineering and administration (\$34,191).

BE IT FURTHER RESOLVED:

1. The funding for this project would be from the Water Resources Fund.

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Amy Hanson, Facilities and Fleet Manager

Reviewed by: Michael Thompson, Public Works Director

Item: **Approve refurbishment of Oshkosh Tactical Protector Vehicle for Police**

1. Action Requested:

Approve attached resolution for refurbishment to Oshkosh Tactical Protector Vehicle.

2. Background:

In 2014, the Police Department, in partnership with the City of Maple Grove, acquired an Oshkosh Tactical Protector Vehicle—commonly referred to as the “Badger.” This fully armored vehicle has served both Plymouth and Maple Grove for the past 10 years.

After a decade of service, the Badger began to show significant signs of wear, including rust in the armor plating, a delaminating windshield, worn tire treads, and aging technology such as the FLIR camera and emergency lighting. Despite these issues, the vehicle’s Ford chassis was inspected by city mechanics and found to be in excellent, like-new condition. Police Department staff conducted a thorough assessment and determined that continued use of the vehicle in its current condition was not sustainable, primarily due to compromised ballistic protection from the rusted armor.

As a result, the vehicle was brought to SWATMOD—a specialized armored vehicle refurbishment company based in St. Cloud. SWATMOD is one of the few businesses of its kind in the Midwest and among a limited number nationwide.

Because the chassis remained in good condition, a full replacement was unnecessary. Instead, the vehicle was successfully refurbished. The upgrades included:

- Replacement of armor plating on all five doors

- Replacement of all ballistic glass
- Installation of improved exterior steps for staff access
- Upgraded emergency lighting
- Enhanced front ram system capable of deploying chemical irritants from inside the vehicle
- Upgraded FLIR system

With these upgrades, the Badger is expected to remain in service for an additional 10 to 20 years.

3. Budget Impact:

The total cost of the refurbishment is \$178,838.03, funded by Central Equipment. This cost will be split equally between the City of Plymouth and the City of Maple Grove.

4. Attachments:

1. Invoice
2. City Council Resolution 2025-182



320.309.2260
3866 31st St SE
St Cloud, MN 56304

Custom Modification/Service **6/4/25** INVOICE **#2024141**

4 Page Document

For the consideration of:

POC: Chris Kuklok - ckuklok@plymouthmn.gov

Plymouth Police Department
3400 Plymouth Blvd
Plymouth, MN 55447

The following is an invoice for modifications/service on your Oshkosh TPV “Badger” vehicle.

The current labor rate is \$175 per hour.

Item Description	Time	Parts Cost	Total Cost
Parts and Labor to replace front windshield	6 hours	\$7,842	\$8,892.00
Parts and Labor to replace front door glass on driver side door	3 hours	\$3,782	\$4,307.00
Parts and Labor to replace front door glass on passenger side door	3 hours	\$3,782	\$4,307.00
Supplies and labor to refurbish doors, this will involve disassembling, sand blasting, repairing panels, properly coating, and reassembling.	125 hours (5 x 25 hrs each)	\$2,875	\$24,750.00
<u>Armor:</u> Supplies and labor to refurbish the body, this will involve disassembling, sand blasting, repairing panels, properly coating, and reassembling. This will include Driver front fender, passenger front fender, rocker panels (L and R), Rear, Side walls (L and R), Rear wall. We will remove the outer layer of steel (brittle/cracking from age/rust damage), repair and prepare inner hull armor and replace the out skins with AR400 steel. This process will include sand blasting, epoxy coating and adhering layers back together.	198 hours (\$34,650)	\$4,284	\$38,934.00

	<u>Armor Upgrade:</u> Mil Spec ARMOX armor	\$3,871.68		
	<u>Rear deployment platform:</u> Parts and installation of rear platform to offer exterior transport of personnel.	20 hours (\$3,500)	\$528	\$3,928.00
	Supplies and labor to fabricate and install rear grab handles.	6 hours (\$1,050)	\$320	\$1,370.00
	<u>Thermal imaging:</u> Equipment and installation of a military grade (Extremely Sensitive) thermal imaging system with pan and tilt that is controlled by the driver and/or front passenger. To be used in search and rescue operations. Demonstration available anytime after dark. (Based on Availability)	6 hours (\$1,050)	\$8,900	\$9,950.00
	<u>Emergency lighting:</u> consisting of 8 red flashers and 8 blue flashers mounted respectively on the front and rear of vehicle. 16 lights total. Extremely bright LED's with over 20 patterns.	20 hours (\$3,500)	\$1,480	\$4,980.00
	<u>360 LED Take down lighting:</u> 4 x 52" LED light bars will be installed on the roof, facing each direction on separate switches so the operator can illuminate a specific direction of the vehicle individually.	14 hours	\$1,490.40	\$3,940.40
	Supplies and installation of an <u>Opticom</u> signal interruption device.	3 hours	\$1,942	\$2,467.00
	Supplies and labor to replace front driver bulb and socket blinker	2.5 hours (\$437.50)	\$20	\$457.50
	Parts and labor to install 2 new batteries	1 hour	\$328.45	\$503.45
Breaching Ram System				
	<u>Breaching Ram:</u> Parts and Labor for hydraulic 4-way breaching ram which will articulate up and down and side to side for convenient maneuverability in any situation. This includes two 8ft extensions along with one contact device of your choice. The ram will be operated by a joystick accessible for driver or passenger.	90 hours (\$15,750)	\$13,968	\$29,718.00

	Add-On: - Gas deployment attachment head for battering ram. This will have the ability to deploy gas. Wired or wireless remote control.	38 hours (\$6,650)	\$4,380	\$11,030.00
	Add-On: - Camera system to aid in the ability to see where the breaching ram is aimed.	8 hours (\$1,400)	\$595	\$1,995.00
Aesthetics/Appearance				
	Repaint exterior: Preparation of the Oshkosh ITV to be recovered. This includes sand blasting, sanding, taping, and light body work. – Application of a color that is specified by the agency – Please write color code and name in below: paint to the entire vehicle including door jams, undercarriage, rims and roof. We offer a complimentary 'Blue Line' if requested.	60 hours (\$10,500)	\$2,425	\$12,925
Tires/Run Flats				
	Parts and labor to dismount and replace one 285/70R19.5 tire with NEW tire. Rim O-rings will also be replaced as well as valve stems if needed. Price is per tire.	3 hours (\$525) x 4 = \$2,100	\$1,328/EA x 4 = \$5,312	\$1,853.00 (each) x 4 = \$7,412
	IMPORTANT: Labor to transfer the solid rubber "Run Flat" from your existing tires to the replacement tires. This can only be done at SWATMOD's facility as it involves a very large hydraulic press machine to uninstall and re-install the run flats. SWATMOD is the only private company in the US that has the proper equipment to work with Hutchinson Run Flats. This is highly recommended to avoid roll overs if a tire fails at high speeds.	4 hours (\$700) x 4 = \$2,800	\$50 x 4 = \$200	\$750.00 (each) x 4 = \$3,000
	Totals:	631.5 Hours (\$110,512.50)	\$68,325.53	\$178,838.03
Sales Tax:			EXEMPT	
Payment on 12/31/24:			(\$66,850.70)	

Total Due Now:	\$111,987.33
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Terms & Conditions

Thank you for your business. We do expect payment within 30 days, so please process this invoice within that time. There will be a 5% interest charge per month on late invoices.

Please make check payable to "SWATMOD LLC" or pay via direct deposit.

Please Sign and Email back to: Brianna@swatmod.com

Sign: _____

Date: _____

Print: _____

CITY OF PLYMOUTH

RESOLUTION No. 2025-182

RESOLUTION APPROVING REFURBISHMENTS TO OSHKOSH TACTICAL PROTECTOR VEHICLE

WHEREAS, 2014, the City of Plymouth, in partnership with the City of Maple Grove, acquired an Oshkosh Tactical Protector Vehicle, also known as the “Badger,”; and

WHEREAS, the Badger has served both cities for 10 years but has shown signs of significant wear, including rusted armor plating, delaminating ballistic glass, and aging technology; and

WHEREAS, the Police Department obtained a quote and professional services from SWATMOD, a specialized armored vehicle refurbishment company based in St. Cloud, Minnesota; and

WHEREAS, the scope of the refurbishment includes replacement of armor and ballistic glass, technology and equipment upgrades, and enhancements to safety features; and

WHEREAS, the total cost of refurbishment is \$178,838.03 and will be funded through the Central Equipment Fund, with the cost to be split equally between the City of Plymouth and the City of Maple Grove.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the refurbishments of Oshkosh Tactical Protector Vehicle are approved.

BE IT FURTHER RESOLVED, the amount due to SWATMOD a specialized company in St. Cloud is \$178,838.03.

BE IT FURTHER RESOLVED that funding would be from Central Equipment in the amount of \$178,838.03.

BE IT FURTHER RESOLVED that the city will be reimbursed by the City of Maple Grove in the amount of \$89,419.02.

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Natalie Dorcy, Office Support Specialist

Reviewed by: Jodi Gallup, City Clerk

Item: **Approve participation in the Minnesota State Auditor's Office Performance Measurement Program**

1. Action Requested:

Adopt resolution authorizing participation in the Minnesota State Auditor's Office Performance Measurement Program.

2. Background:

In 2010, the Legislature created the Council on Local Results and Innovation (CLRI) and charged the group with developing a voluntary performance measurement reporting program for Minnesota cities and counties. To participate in the program, each city or county must pass a resolution that confirms participation and implement a minimum of ten performance measures developed by the CLRI. All participants are required to file a report with the Office of the State Auditor by July 1, 2025. The report must include a resolution declaring participation in the program and a report with a minimum of ten performance measures.

If the city's participation is approved by the council, staff will submit the attached data for 2024 and the signed resolution to the Office of the State Auditor by July 1, 2025. To comply with the posting requirements, the data will be available to residents on the city's webpage.

3. Budget Impact:

A county or city that elects to participate in the standard measures/performance measurement program is eligible for a reimbursement of \$0.14 per capita, not to exceed \$25,000 and is also exempt from levy limits under sections 275.70 to 275.74 for taxes payable in the following calendar year, if levy limits are in effect. The city received \$11,276 in 2025 for submission in 2024.

4. Attachments:

1. Report on Performance Measures
2. City Council Resolution 2025-183

City of Plymouth
Report on Performance Measures for 2024

General	
Performance Measure	Data
1. Ratings of overall quality of services provided by the city	85% excellent or good (2022 Community Survey)
2. Citizens' rating of the overall appearance of the city	88% excellent or good (2022 Community Survey)
3. Number of Library visits per 1,000 population	3,327
4. Bond rating	Standard & Poor's Rating Service = AAA Moody's Investors Service = Aaa
Police Services	
5. Part 1 and 2 Crime rates	2,154
6. Part 1 and 2 Crime Clearance Rates	23.1%
7. Citizen Ratings of safety in their community	84% excellent or good (2022 Community Survey)
8. Average police response time	6:42 minutes
Fire & EMS Services	
9. Insurance industry rating of fire services	ISO 3
10. Average fire response time	6:16 minutes
11. Fire calls per 1,000 population	73.75
Streets	
12. Average City Street pavement condition rating	6.44/10 PASER rating weighted average by length
13. Expenditures for road rehabilitation per paved lane mile rehabilitated	\$530,000
14. Percentage of all jurisdiction lane miles rehabilitation in the year	3.2%
15. Average hours to complete road system during snow event	9 hours
16. Citizens' rating of the quality of snowplowing on city streets	81% rating of excellent or good (2022 Community Survey)

CITY OF PLYMOUTH

RESOLUTION No. 2025-183

RESOLUTION APPROVING REPORTING FOR THE LOCAL PERFORMANCE MEASUREMENT PROGRAM

WHEREAS, benefits to the City of Plymouth for participation in the Minnesota Council on Local Results and Innovation's comprehensive performance measurement program are outlined in MS 6.91 and include eligibility for a reimbursement as set by State statute; and

WHEREAS, any city/county participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, the City Council of Plymouth has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes; and

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA will continue to report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the city's/county's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

BE IT FURTHER RESOLVED that the City Council of Plymouth will submit to the Office of the State Auditor the actual results of the performance measures adopted by the city.

APPROVED by the City Council on this 24th day of June, 2025.

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 June 24, 2025, 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 _____, _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Grant Fernelius, CED Director

Reviewed by: Andrea Rich, Finance Director
Maria Solano, Deputy City Manager

Item: **Approve resolution authorizing assignment of TIF Note for Boulevard Phase 1 project**

1. Action Requested:

Adopt attached resolution authorizing Assignment Agreement for TIF Note issued to Roers Plymouth Apartments LLC on Boulevard Phase 1 Project.

2. Background:

As part of the Phase 1 residential apartment project at The Boulevard, Roers Companies (Roers) received tax increment financing assistance from the City to support the development of affordable housing. Phase 1 (also known as the Belterra Apartments) will include 20% affordable units to households earning up to 60% of Area Median Income (AMI). The City Council approved the TIF assistance package at their February 25, 2025 meeting.

Typically, developers will take the TIF note and obtain financing through a lender to raise capital for the project. In this case, Roers has secured development financing from Western Alliance Business Trust. In order for the transaction to proceed, Roers needs to assign their interest in the TIF note to the lender. Council must approve an Assignment Agreement from Roers to Western. Attached is a memo from Maren Magill (Taft Stettinius & Hollister, LLP) the city's redevelopment counsel with additional background information on the assignment.

3. Budget Impact:

Not applicable.

4. Attachments:

1. Memo
2. Assignment Agreement
3. City Council Resolution 2025-184

MEMORANDUM

TO: City of Plymouth, Minnesota

FROM: Taft Stettinius & Hollister LLP

DATE: June 17, 2025

RE: **Plymouth TIF District 7-12 – Collateral Assignment of Development Agreement and TIF Note**

PREVIOUS ACTIONS:

The City of Plymouth, Minnesota (the “City”) and Roers Plymouth Apartments, LLC, a Delaware limited liability company (the “Developer”) are parties to a Development Agreement for Multifamily Phase I (MFI) of the Boulevard Project (Former Prudential Site) (the “Development Agreement”) dated as of March 1, 2025.

Pursuant to the Development Agreement, the City agreed to execute a Tax Increment Revenue Note, upon compliance by the Borrower with the provisions of the Development Agreement, in the maximum principal amount of up to \$1,603,000 (the “TIF Note”), in favor of the Developer, to assist the Developer with the construction of an approximately 207-unit residential rental housing facility in the City (the “Project”).

TODAY’S COUNCIL ACTION:

The Developer proposes to obtain financing for the Project from Western Alliance Business Trust, a Delaware statutory trust (the “Lender”).

The Bank has required, as a condition to providing financing to the Developer, that the Developer assign its rights under the Development Agreement and TIF Note to the Lender pursuant to a Assignment Agreement between the Developer and the Lender (the “Assignment”). In order for the Developer to execute the Assignment, the City must agree to consent (the “Consent”) to the Assignment.

COMMENTS:

The Assignment does not impact the City’s rights under the Development Agreement or the TIF Note.

ATTACHMENTS:

Attachment A – Assignment Agreement and Consent

Attachment B – Resolution Consenting to an Assignment of Tax Increment Revenue Note and Development Agreement and Authorizing Execution of Consent thereto

ASSIGNMENT AGREEMENT

THIS ASSIGNMENT AGREEMENT, dated as of June 30, 2025 (this “*Assignment*”), is made by and between ROERS PLYMOUTH APARTMENTS LLC, a Delaware limited liability company (the “*Borrower*”) and WESTERN ALLIANCE BUSINESS TRUST, a Delaware statutory trust (the “*Lender*”). Capitalized terms used herein and not otherwise defined shall have the meanings assigned to such terms in the hereinafter defined Loan Agreement.

WITNESSETH

WHEREAS, the Borrower and the City of Plymouth, Minnesota (the “*City*”) have entered into that certain Development Agreement dated as of [March 1, 2025] (the “*Development Agreement*”), pursuant to which the City has agreed to issue its Tax Increment Revenue Note (Boulevard Phase I Project) (the “*TIF Note*”) to the Borrower, subject to the terms and conditions of the Development Agreement, to reimburse the Borrower for certain costs of the Project;

WHEREAS, the principal of and interest on the TIF Note is to be paid by the City solely from Tax Increments received and collected by the City;

WHEREAS, the Borrower and the Lender have entered into that certain Term Loan Agreement dated June 30, 2025 (the “*Loan Agreement*”), pursuant to which the Lender has agreed to advance a loan to the Borrower in the amount of \$1,350,000 (the “*Loan*”) to finance or otherwise reimburse the Borrower for certain costs of the Project in advance of the issuance of the TIF Note;

WHEREAS, the Loan is to be payable by the Borrower from, among other sources, Tax Increments paid by the City on the TIF Note and the Lender, as a condition to the advancement of the Loan, has required the execution of this Assignment;

NOW THEREFORE, as an inducement to the Lender to advance the Loan, and in consideration of the premises and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. In order to secure the due and punctual payment of the Loan, the Borrower does hereby irrevocably assign all of the Borrower’s right, title, and interest in and to the Development Agreement and the TIF Note (upon its issuance in accordance with the terms of the Development Agreement). The Lender hereby accepts the assignment.

2. The Borrower hereby represents and warrants to the Lender that the Borrower’s right, title, and interest in the Development Agreement and the TIF Note are free and clear of any lien, security interest, or other encumbrance other than that arising under this Assignment.

3. The Borrower agrees to use all commercial reasonable efforts to satisfy the conditions to issuance of the TIF Note set forth in the Development Agreement including, without limitation, Section 3.3 thereof. Furthermore, upon the issuance of the TIF Note, the Borrower agrees to take all action necessary and appropriate to direct the City to register the TIF Note in the name of the Lender pursuant to the terms of the Development Agreement and the TIF Note itself.

4. The Borrower expressly covenants and agrees that the Lender shall be entitled to receive all principal interest payment on the TIF Note, and the Borrower shall authorize and direct the City to make such payments directly to the Lender. The Lender covenants and agrees that all payments received

by the Lender pursuant to the TIF Note and the Development Agreement shall be applied to the Loan as set forth in the Loan Agreement.

5. The unenforceability or invalidity of any provision or provisions of this Assignment shall not render any other provision or provisions herein contained unenforceable or invalid.

6. This Assignment shall in all respects be construed in accordance with and governed by the laws of the State of New York. This Assignment may not be amended or modified except in writing signed by the Borrower and the Lender.

7. This Assignment may be executed, acknowledged, and delivered in any number of counterparts and each of such counterparts shall constitute an original but all of which together shall constitute one agreement.

8. The parties agree that the electronic signature of a party to this Assignment shall be as valid as an original signature and shall be binding. The parties further agree that any document (including this Assignment) containing, or to which there is affixed, an electronic signature shall be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, "electronic signature" also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., via PDF) of an original signature. Any party's failure to produce the original signature of any electronically transmitted signature shall not affect the enforceability of this Assignment.

(The remainder of this page is intentionally left blank.)

IN WITNESS WHEREOF, the Borrower and the Lender have caused this Assignment to be duly executed as of the date and year first written above.

BORROWER:

ROERS PLYMOUTH APARTMENTS LLC, a
Minnesota limited liability company

By: _____

Name: _____

Its: _____

LENDER:

WESTERN ALLIANCE BUSINESS TRUST, a
Delaware statutory trust

By: _____

Name: Matthew J. Chorske

Title: Senior Vice President

CONSENT TO ASSIGNMENT

June 30, 2025

Reference is hereby made to that certain that certain Development Agreement dated as of March 1, 2025 (the “**Development Agreement**”), by and between the City of Plymouth, Minnesota (the “**City**”) and Roers Plymouth Apartments LLC (the “**Borrower**”). Capitalized terms used herein and not otherwise defined shall have the meanings assigned to such terms in the Development Agreement.

The City hereby consents to the assignment by the Borrower to Western Alliance Business Trust (the “**Lender**”) of all the Borrower’s right, title, and interest in and to the Development Agreement and the TIF Note, upon its issuance in accordance with the terms of the Development Agreement, in each case, pursuant to the Assignment Agreement of even date herewith between the Borrower and the Lender. Upon the issuance of the TIF Note, the City agrees to register the TIF Note in the name of the Lender and to make all principal and interest payments thereon directly to the Lender.

CITY OF PLYMOUTH, MINNESOTA

By _____
Name: Jeff Wosje
Title: Mayor

By _____
Name: Dave Callister
Title: City Manager

cc: Roers Plymouth Apartments LLC
Western Alliance Business Trust

CITY OF PLYMOUTH

RESOLUTION No. 2025-184

RESOLUTION CONSENTING TO AN ASSIGNMENT OF TAX INCREMENT REVENUE NOTE AND DEVELOPMENT AGREEMENT AND AUTHORIZING EXECUTION OF CONSENT

WHEREAS, City of Plymouth, Minnesota (the "City") and Roers Plymouth Apartments, LLC, a Delaware limited liability company (the "Developer") are parties to a Development Agreement for Multifamily Phase I (MFI) of the Boulevard Project (Former Prudential Site) (the "Development Agreement") dated as of March 1, 2025, pursuant to which the City has agreed to provide tax increment financing to the Developer for the construction of a multifamily residential rental building containing approximately 207 units (the "Project") to be located in the City; and

WHEREAS, pursuant to the Development Agreement, the City is to execute that certain Tax Increment Revenue Note (Boulevard Phase I Project) in the maximum principal amount of up to \$1,603,000 (the "TIF Note") upon the terms and conditions set forth in the Development Agreement; and

WHEREAS, the Developer proposes to obtain additional financing (the "Loan") for the Project from Western Alliance Business Trust, a Delaware statutory trust (the "Lender"); and

WHEREAS, in exchange for providing the Loan, the Lender requires that the Developer assign its interest in the Development Agreement and TIF Note to the Lender pursuant to an Assignment Agreement (the "Assignment") by and between the Developer and the Lender, for which consent (the "Consent") of the City is required; and

WHEREAS, drafts of the Assignment and Consent have been submitted to the City Council for approval.

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the City Council of the City of Plymouth follows:

1. The City Council approves the Assignment and Consent in substantially the forms submitted, and the Mayor and City Manager are hereby authorized to execute the Consent on behalf of the City.
2. The approval hereby given to the Assignment and Consent includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by a resolution of the City to execute the Assignment and Consent. The execution of the Assignment and Consent shall be conclusive evidence of the approval of the Assignment and Consent in accordance with the terms hereof.

The motion for adoption of the foregoing resolution was made by member Gregor and duly seconded by member Nelson and, after full discussion thereof, and upon a vote being taken thereof, the following voted in favor thereof:

Wosje, Nelson, Peterson, Spoonheim, Gregor, Aldrich, Pointner

and the following voted against same:

None.

Adopted by the City Council on this 24th day of June, 2025.

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 June 24, 2025 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 _____, _____.

City Clerk

To: Dave Callister, City Manager

Prepared by: Abbie Browen, Public Works Operations Manager

Reviewed by: Michael Thompson, Public Works Director

Item: **Award contract for Lancaster Lift Station Rehabilitation and Electrical Renovation Project (SS250001)**

1. Action Requested:

Adopt attached resolution awarding contract for the Lancaster Lift Station Rehabilitation and Electrical Renovation Project (SS250001).

2. Background:

The Lancaster Lift Station Rehabilitation and Electrical Renovation Project includes critical upgrades to one of the city's aging sanitary sewer lift stations. This project will improve reliability, increase operational efficiency, and ensure compliance with modern safety and performance standards. The work will include improvements to the wet well, installation of new piping and valves, and replacement of mechanical and electrical systems.

Bids were publicly opened for this project on June 5, 2025. Two bids were received as shown in the attached bid tabulation. The lowest responsible and responsive bid was submitted by Minger Construction Co. Inc., in the amount of \$2,198,500.

While this amount is approximately 29% higher than the engineer's estimate of \$1,707,400, the bid is reflective of the market with higher costs attributed to updated metal tariffs, inflation in HVAC equipment costs, and conservative pricing by contractors for temporary bypass pumping — a critical safety and operational component of the project. The city's consulting engineer, Advanced Engineering and Environmental Services, Inc. (AE2S), has reviewed the bid and recommends awarding the contract to Minger Construction Co. Inc.

3. Budget Impact:

This project is included in the 2025 Capital Improvement Plan (2025-2034) at an estimated cost of \$2,000,000. The total estimated project cost of the Lancaster Lift Station Rehabilitation and Electrical Renovation Project is \$2,440,725, which includes the improvements in the amount of \$2,198,500, engineering and administration in the amount of \$132,300, and contingency in the amount of \$109,925. The project will be funded from Sewer Fund.

4. Attachments:

1. Letter of Recommendation & Bid Tabulation
2. City Council Resolution 2025-185



June 12, 2025

City of Plymouth
Abbie Browen, PE
Public Works Operations Manager
14900 23rd Ave. N
Plymouth, MN 55447

**Re: Recommendation for Notice of Award
Lancaster Lift Station Rehabilitation Project**

Dear Abbie Browen:

Pursuant to the authority of Plymouth City Council and following proper legal advertisement, the bid opening for the Lancaster Lift Station Rehabilitation Project was conducted on Thursday, June 5th, at 2:00 PM. Two (2) bids were received for the project. The bids received were completed in accordance with the project manual.

The attached bid tabulation presents a comparison of the two bids received against the Engineer's opinion of probable cost for the project. Based on a review of the bids received and pending City officials' acceptance of the contract price, Advanced Engineering and Environmental Services, Inc. (AE2S) recommends that the City award a construction contract to Minger Construction Co. Inc. Minger Construction Co. Inc. was the lowest responsive and responsible bidder for a Base Bid price of \$2,198,500.00.

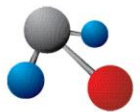
As shown by the bid results, AE2S's cost opinion was roughly 30% lower than the apparent low bidder's bid. After discussion with a representative from Minger Construction Co. Inc, the following items were determined to be the reasons for the cost discrepancy:

Temporary Pump Bypassing

- AE2S's cost estimate for temporary pump bypassing was significantly lower than the apparent low bidder, accounting for roughly 60% of the cost estimate discrepancy. AE2S provided sufficient detail in the plans for bidding purposes, however bypassing costs were likely increased as a safety factor considering the duration of bypassing required and relatively high flow rate.

Metals

- AE2S cost estimate for metals was lower than the apparent low bidder, accounting for roughly 20% of the cost estimate discrepancy.
- Updated aluminum and steel tariffs went into effect on Thursday, June 5th, which may have contributed to higher prices.
- Most metals specified are for supporting the top slab of the wet well with the installation of new access hatches. AE2S specified stainless steel beams for support under the wet



well top slab for additional protection to corrosion. Coated steel can be evaluated as a cost saving alternative during construction.

HVAC Equipment

- AE2S cost estimate for HVAC Equipment was lower than the apparent low bidder, accounting for roughly 20% of the cost estimate discrepancy.
- Aluminum and steel tariffs may have also influenced HVAC Equipment.

AE2S will collaborate with the awarded Contractor and the City to identify feasible cost-saving measures during construction to help ensure efficiency and value. AE2S truly appreciates the opportunity to work with the City of Plymouth on this important project. Should you have any questions or comments please feel free to contact me.

Sincerely,

Mike Saunders
Project Manager

Plymouth Lancaster Lift Station Rehabilitation
City of Plymouth
Plymouth, MN
AE2S Project No. P05428-2020-006
Bid Opening Time 2:00 PM CDT Date Thursday, June 5, 2025

		Download/Acknowledge Addenda 1-4	5% Bid Bond	Bid Form	Affidavit of Non-Collusion Tabulation of Subcontractors, Suppliers, etc.	vBid Worksheet	Contract No. 1 Lancaster Lift Station Rehabilitation Lump Sum Base Bid
Contractor							
1	Minger Construction Co. Inc.	✓	✓	✓	✓	✓	\$2,198,500.00
2	Magney Construction, Inc.	✓	✓	✓	✓	✓	\$2,998,700.00
	Engineer's Estimate						\$1,707,400.00



Advanced Engineering and Environmental Services, LLC
Water Tower Place Business Center
6901 E Fish Lake Rd, Suite 184
Maple Grove, MN 55369
Tel: 763-763-5036

Mike Saunders, PE

CITY OF PLYMOUTH

RESOLUTION No. 2025-185

RESOLUTION AWARDING CONTRACT FOR THE LANCASTER LIFT STATION REHABILITATION AND ELECTRICAL RENOVATION PROJECT (SS250001)

WHEREAS, pursuant to an advertisement for bids for the Lancaster Lift Station Rehabilitation and Electrical Renovation Project, bids were received, opened and tabulated according to State law, and the following bids were received complying with the advertisement:

Contractor	Base Bid
Minger Construction Co. Inc.	\$2,198,500
Magney Construction, Inc.	\$2,998,700
<i>Engineers Estimate</i>	<i>\$1,707,400</i>

WHEREAS, Minger Construction Co. Inc. of Jordan, MN, is the lowest responsible bidder, complying with the minimum qualifications; and

WHEREAS, the City Engineer recommends awarding the project to Minger Construction Co. Inc.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA:

1. That the Mayor and City Manager are authorized and directed to execute a contract with Minger Construction Co. Inc. for the Lancaster Lift Station Rehabilitation and Electrical Renovation Project according to the plans and specifications therefore approved by the City Council and on file in the office of the City Engineer in the amount of \$2,198,500.
2. The total cost of the project is \$2,440,725 and includes the improvements in the amount of \$2,198,500, engineering and administration in the amount of \$132,300, and contingency in the amount of \$109,925.

BE IT FURTHER RESOLVED, that the funding for this project shall be from the Sewer Fund in the amount of \$2,440,725.

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Andrea Rich, Finance Director

Reviewed by: Maria Solano, Deputy City Manager

Item: **Accept 2024 Annual Comprehensive Financial Report (Aaron Nielson, LB Carlson)**

1. Action Requested:

Hold public hearing and then adopt attached resolution accepting the 2024 Annual Comprehensive Financial Report (ACFR)

2. Background:

Each year, the city is required to have an independent certified public accounting firm audit the financial statements. The firm LB Carlson (formerly Malloy, Montague, Karnowski, Radosevich & Co., PA) performed the 2024 audit. Per section 6.02, Subdivision 8 of the City Charter, the annual audit must be discussed by the council at a public hearing called for that purpose.

For the year ending December 31, 2024, the city received an unqualified opinion. An unqualified opinion is the highest form of assurance a certified public accounting firm can issue. This opinion can be found on page one of the ACFR financial section.

There are several areas within the reports to pay special attention to as these areas will assist in providing a better understanding of the city's overall financial condition. These areas are: Annual Comprehensive Financial Report (letter of transmittal, independent auditor's report, management discussion and analysis, and notes to the financial statements), Corrective Action Plan, Management Report and Special Purpose Audit Report.

For 2024, the auditor noted two internal control findings as detailed in the Corrective Action Plan. Management has taken corrective action to remedy these findings.

Aaron Nielson from LB Carlson will provide a brief overview of the ACFR, the Special Purpose Audit Report and the Management Report. As part of the annual reporting process, the ACFR is submitted to the national Government Finance Officers Association for the Certificate of Excellence in Financial Reporting. The city has received this award for 2023 which is the 42nd year.

3. Budget Impact:

Not applicable.

4. Attachments:

1. 2024 ACFR
2. 2024 Corrective Action Plan
3. 2024 Management Report
4. 2024 Special Purpose Audit Report
5. Auditor presentation
6. City Council Resolution 2025-186



2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT

For the year ended December 31, 2024 | City of Plymouth, MN

CITY OF PLYMOUTH
HENNEPIN COUNTY, MINNESOTA

Annual Comprehensive
Financial Report

for the Year Ended
December 31, 2024

Dave Callister
City Manager

Report Prepared by
Administrative Services Department, Finance Division

Member of Government Finance Officers Association
of the United States and Canada

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CITY OF PLYMOUTH

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INTRODUCTORY SECTION



June 18, 2025

To the Honorable Mayor, Members of the City Council, City Manager, and Residents
City of Plymouth, Minnesota

Minnesota Statutes require all cities to prepare and issue an annual report on their financial position and activity in accordance with U.S. generally accepted accounting principles (GAAP) and to be audited in accordance with U.S. generally accepted auditing standards by a firm of licensed certified public accountants, or the Office of the State Auditor. Pursuant to that requirement, we hereby issue the Annual Comprehensive Financial Report (ACFR) of the City of Plymouth, Minnesota (the City) for the fiscal year ended December 31, 2024.

This report consists of management's representations of the City's finances. Consequently, management assumes full responsibility for the completeness and reliability of the information presented in this report. To provide a reasonable basis for making these representations, management has established a comprehensive internal control framework that is designed both to protect assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation for the City's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City's comprehensive framework of internal controls was designed to provide reasonable, rather than absolute, assurance that the financial statements are free from material misstatement. As management, we assert that, to the best of our knowledge and belief the financial report is accurate, in all material respects; is presented in a manner designed to fairly set forth the financial position and results of operations of the City as measured by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain the maximum understanding of the City's financial affairs have been included.

The City's financial statements were audited by LB Carlson, LLP, a firm of licensed certified public accountants. The goal of the independent audit was to provide reasonable assurance that the financial statements for the fiscal year ended December 31, 2024, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded that there was a reasonable basis for rendering unmodified opinions that the City's financial statements for the fiscal year ended December 31, 2024, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

The organization, form, and contents of this report were prepared in accordance with the standards prescribed by the Governmental Accounting Standards Board (GASB), the Government Finance Officers Association (GFOA) of the United States and Canada, the American Institute of Certified Public Accountants, the Minnesota State Auditor's Office, and the Plymouth City Charter.

This transmittal letter is designed to complement the management discussion and analysis (MD&A) and should be read in conjunction with the MD&A. The MD&A can be found immediately following the independent auditors' report.

Reporting Entity

In accordance with GASB statements, included are all funds of the City and its component units. The Plymouth Housing and Redevelopment Authority (HRA) is included as a discretely presented component unit. The Plymouth Economic Development Authority (EDA) is included as a blended component unit.

Profile of the Government

The City, incorporated in 1955, is a suburban community located northwest of Minneapolis in Hennepin County. The City has a land area of 35 square miles and serves a population of approximately 81,000 residents. The City is currently the seventh largest city in the state. The City has excellent access to the Minneapolis-St. Paul metropolitan area via interstate Highways I-494 and I-394, US Highway 169, and Minnesota State Highway 55.

Policymaking and legislative authority are vested in the City Council consisting of a mayor, four ward council members, and two at-large council members. The mayor and council members are elected on a nonpartisan basis to serve four-year terms, with council members serving staggered terms. The City Council is responsible for passing ordinances, adopting the budget, appointing board and commission members, and hiring a city manager. The city manager is responsible for carrying out the policies and ordinances of the City Council, overseeing day-to-day operations of city government, and for hiring all employees.

The City provides a full range of services to residents and businesses, including police and fire protection, construction and maintenance of streets, municipal water and sanitary sewer service, maintaining parks and trails, providing recreational activities, planning, zoning, and inspection services, transit services, and administration.

The annual budget serves as the foundation for financial planning and control. The City uses a biennial budget model, covering two fiscal years, for planning purposes. The first year of the budget is adopted as the annual budget; the second year is adopted in concept, pending the approval of a new tax levy in the second year. All departments and agencies submit requests for appropriation to the city manager in June of each year. The city manager uses these requests as the starting point for developing a proposed budget. The proposed budget is presented to the City Council for review prior to August 31. The City Council adopts a preliminary budget and tax levy by September 30 of each year. Minnesota Statutes require a budget meeting be held for the public to provide comments. The final budget and tax levy are adopted by December 31, the close of the City's fiscal year.

Economic Condition and Outlook

The City's population grew substantially during the 1980's and 1990's, increasing by 61 percent. The City's population increased 29 percent from 1990 to 2000; 7 percent from 2000 to 2010, and 15 percent from 2010 to 2020. The City's population as of the most current U.S. Census (2020) is 81,026. The key relationship between development and the budget is the City's ability to generate sufficient funds to deliver appropriate public services.

The City continued a progressive and sound financial program throughout 2024, while providing core services, as well as services that are intended to enhance quality of life. Community surveys and national publications rate the City's services at a very high level.

The payable 2024 total estimated market value of the City was \$17,825,633,300, an increase of \$1,161,071,100 from 2023. The increase in total market value between payable 2023 and payable 2024 was 7 percent.

Commercial and residential growth is increasing, as development expands to the northwest area of the City and as commercial properties redevelop.

Year	Population	Households	Employment
1970	18,077	4,645	6,060
1980	31,615	10,491	20,212
1990	50,889	18,361	38,103
2000	65,894	24,820	53,491
2010	70,576	28,663	46,227
2020	81,026	32,041	51,531
2024*	81,000	32,519	55,310
2030*	81,400	33,400	57,700
2040*	85,100	34,700	61,500
2050*	91,700	37,600	66,000

* Estimated

Source: Metropolitan Council

Long-Term Financial Planning

Operating Budget – The City has prepared biennial budgets since 2008 and in 2023 began alternating focus years for the operating and capital budgets. In 2023, the City focused on operating budgets and prepared the biennial operating budget for the period covering fiscal years 2024–2025. This important document required significant planning and scenario building to ensure a workable operating budget under changing economic conditions.

The City also continually updates a 10-year revolving financial plan for the General Fund. This is a critical tool utilized during the budget process to guide discussions and model the impact these decisions will have on the community.

Capital Budget – In 2019, the City extended its 5-year capital plan to 10 years, to provide a more comprehensive look at upcoming projects. As part of the biennial budget process, in 2024, the City focused on capital budgets and completed the 2025-2034 capital improvement plan.

Development – Planning is the key to the development of a diverse economic base without sacrificing the standards required to ensure quality and order. Industrial, commercial, and utility properties make up about 30 percent of the City’s tax capacity. The City’s land use guide plan designates all land uses, including areas available for commercial and industrial development.

The City continues to rely on its Comprehensive Plan, a long-term planning document that guides the community’s future development and redevelopment.

The City has used pay-as-you-go (PAYGO) tax increment notes to reimburse developers for certain costs and these agreements may be construed as tax abatement. In order for a development project to be feasible, the City may agree to pay the developer back a portion of the excess property taxes that are created from the development of the property. The City currently has three agreements, which are outlined in the notes to basic financial statements.

Below illustrates the increase in market value for the tax increment districts with PAYGO tax increment notes:

	Original	Pay 2024	Percent
	Market Value	Market Value	Increase in Valuation
TIF 1-3, Plymouth Crossroads	\$ 2,544,100	\$ 21,186,000	733%
TIF 7-8, Axis Apartments	\$ 1,244,900	\$ 39,564,000	3,078%
TIF 7-10, Element Apartments	\$ 443,000	\$ 10,873,000	2,354%

The City is continually evaluating its position to ensure the community is prepared for future phases of development and redevelopment, able to adapt to unforeseen economic challenges, and able to meet the needs of a maturing community.

Financial Policies

Accounting records are maintained on the accrual or modified accrual basis, as appropriate. The legal level of budgetary control is at the fund level. Budgetary control is maintained by an encumbrance system whereby purchase orders are pre-audited as to availability of funds prior to their release to vendors. Purchase orders, which exceed appropriation balances, or were not approved, are not released until funding is available or approval is given. The budget, as adopted, can be revised by the City Council and a contingency appropriation is provided for.

Independent Audit

State statutes require an annual audit of the books of account, financial records, and transactions of all administrative departments by independent certified public accountants selected by the City Council. The City is in compliance with state statutes, and the independent auditors' report has been included in this report.

Awards and Acknowledgements

The GFOA of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its ACFR for the year ended December 31, 2023. This was the 42nd consecutive year that the City has received this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized ACFR. The report must satisfy GAAP requirements and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year. We believe that our current ACFR continues to meet the Certificate of Achievement program's requirements, and it will be submitted to the GFOA of the United States and Canada to determine eligibility for another certificate.

The preparation of this report on a timely basis could not be accomplished without the efficient and dedicated services of the entire staff of the administrative services department. We would like to express our appreciation to all members of the department for their work in preparing this report. We also wish to thank the city manager and members of the City Council for their interest and support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully submitted,



Andrea Rich, Finance Director



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Plymouth
Minnesota**

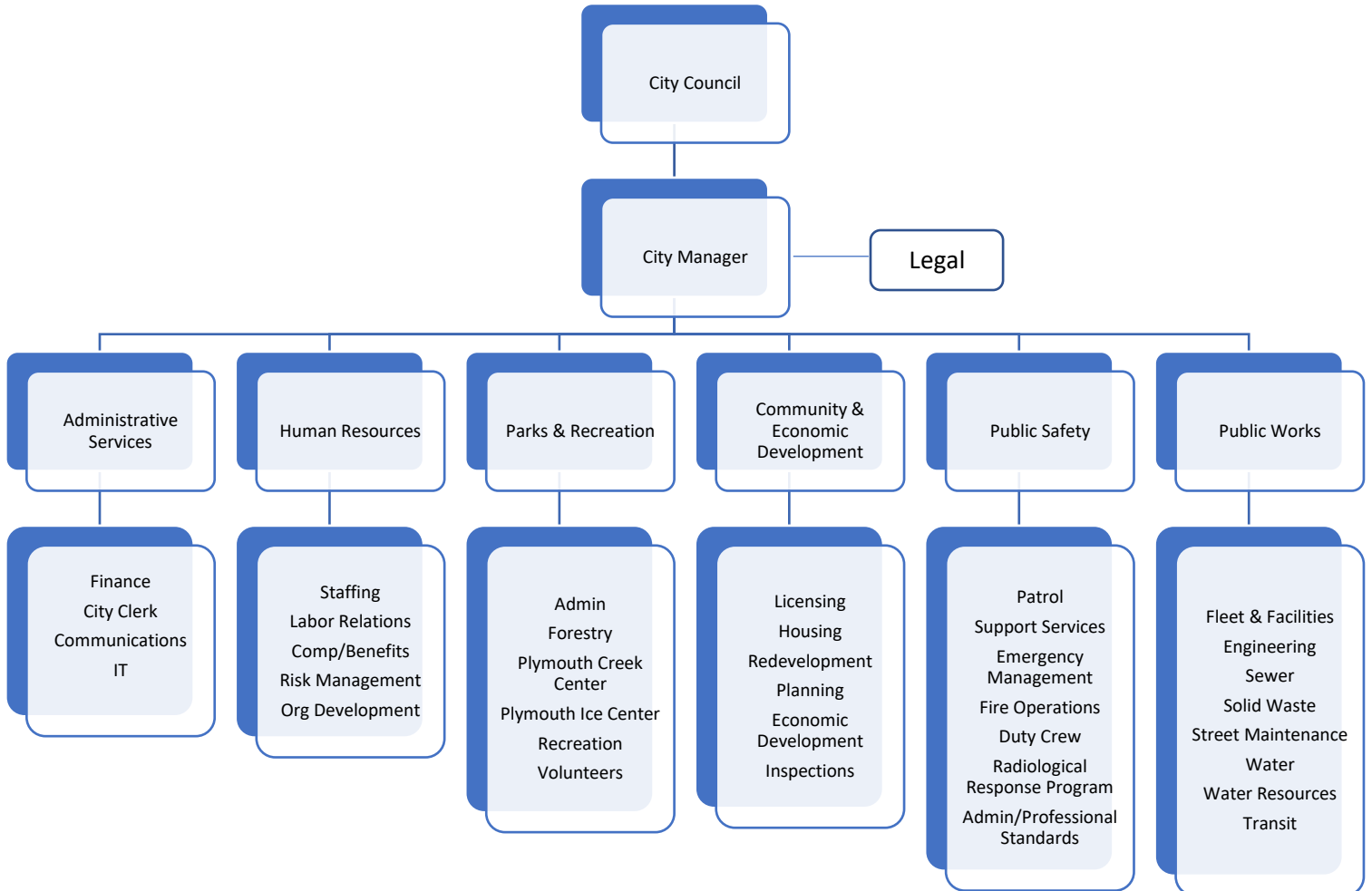
For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

December 31, 2023

Christopher P. Morill

Executive Director/CEO

2024 Organizational Chart



CITY OF PLYMOUTH

Elected Officials and City Officials and Department Directors
December 31, 2024

ELECTED OFFICIALS

		<u>Term Expires</u>
Jeffrey Wosje	Mayor	December 31, 2026
Kimberly Nelson	Councilmember – Ward 1	December 31, 2028
Julie Peterson	Councilmember – Ward 2	December 31, 2026
Catherine Cesnik	Councilmember – Ward 3	December 31, 2024
Julie Pointner	Councilmember – Ward 4	December 31, 2026
Clark Gregor	At-Large	December 31, 2026
Jim Willis	At-Large	December 31, 2024

CITY OFFICIALS AND DEPARTMENT DIRECTORS

Dave Callister	City Manager
Maria Solano	Deputy City Manager
Grant Fernelius	Director of Community and Economic Development
Andrea Rich	Director of Finance
Rodger Coppa	Fire Chief
Ali Timpone	Director of Human Resources
Jennifer Tomlinson	Director of Parks and Recreation
Erik Fadden	Director of Public Safety
Michael Thompson	Director of Public Works
Jodi Gallup	City Clerk/Administrative Coordinator
Soren Mattick	City Attorney
Hennepin County	City Assessor

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FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

To the City Council and Management
City of Plymouth, Minnesota

REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

OPINIONS

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Plymouth, Minnesota (the City) as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of December 31, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof, and the budgetary comparisons for the General Fund and the major special revenue fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

BASIS FOR OPINIONS

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

EMPHASIS OF MATTER

Change in Accounting Principle

As described in Note 1 of the notes to basic financial statements, in fiscal 2024, the District adopted new accounting guidance, Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences*. Our opinion is not modified with respect to this matter.

(continued)

RESPONSIBILITIES OF MANAGEMENT FOR THE FINANCIAL STATEMENTS

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for 12 months beyond the financial statements date, including any currently known information that may raise substantial doubt shortly thereafter.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance, but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

(continued)

REQUIRED SUPPLEMENTARY INFORMATION

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information (RSI), as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

SUPPLEMENTARY INFORMATION

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The supplementary information, as listed in the table of contents, is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

OTHER INFORMATION

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or if the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

PRIOR YEAR COMPARATIVE INFORMATION

Malloy, Montague, Karnowski, Radosevich & Co., P.A. previously audited the City's 2023 financial statements and expressed unmodified audit opinions on the respective financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information in their report dated June 26, 2024. In our opinion, the partial comparative information presented herein as of and for the year ended December 31, 2023, is consistent, in all material respects, with the audited financial statements from which it has been derived.

(continued)

OTHER REPORTING REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 18, 2025, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Respectfully submitted,

A handwritten signature in black ink that reads "LB Carlson, LLP". The signature is written in a cursive, flowing style.

LB CARLSON, LLP
Minneapolis, Minnesota

June 18, 2025

CITY OF PLYMOUTH

Management's Discussion and Analysis Year Ended December 31, 2024

As management of the City of Plymouth, Minnesota (the City), we offer readers of the City's Annual Comprehensive Financial Report (ACFR) this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2024. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which is presented in the introductory section of this report.

FINANCIAL HIGHLIGHTS

- The assets and deferred outflows of resources of the City exceeded liabilities and deferred inflows of resources by \$625,405,000 (net position) at the close of the most recent fiscal year. Of this amount, \$76,075,234 (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.
- The City's total net position increased by \$30,477,947 in 2024, which includes an increase of \$26,629,919 attributable to governmental activities, and an increase of \$3,848,028 attributable to business-type activities.
- The City's outstanding bonded debt decreased by \$2,567,944 during the fiscal year, due to annual bond principal payments and amortization of outstanding premium/discount on bonds.
- The City's governmental funds reported combined ending fund balances of \$85,859,481 on December 31, 2024, a decrease of \$7,385,218 from prior year operations. The overall reduction was largely the result of a significant ongoing capital outlay expenditures for street and park improvement projects.
- At year-end, the City's main operating fund, the General Fund, reported a total fund balance of \$24,371,482. This total fund balance, excluding \$2,073,275 of restricted fund balance, represents 40 percent, of 2025 General Fund budgeted expenditures and transfers out.
- As described in Note 1 of the notes to basic financial statements, the City implemented Governmental Accounting Standards Board Statement No. 101, *Compensated Absences* during the fiscal year ended December 31, 2024. Beginning net position was restated for the cumulative impact of implementing this new guidance, which lowered beginning net position by \$1,987,164 in governmental activities. This same adjustment to beginning net position was reported in the Employee Benefits Internal Service Fund, which is used by the City to account for compensated absences.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

These financial statements include not only the City itself (known as the primary government), but also the Housing and Redevelopment Authority of Plymouth, Minnesota (the HRA), known as a component unit of the City. The HRA has been presented as a discretely presented component unit on the City's financial statements in accordance with accounting principles generally accepted in the United States of America. The City created the Economic Development Authority (EDA) in 2016. The EDA is presented as a blended component unit of the City; however, the EDA did not have financial activity during the year.

Government-Wide Financial Statements – The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private sector business.

The Statement of Net Position presents information on all of the City's assets, liabilities, and deferred inflows/outflows, as applicable, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned, but unused vacation leave time).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, economic development, parks and recreation, public safety, public service, and public works. The business-type activities of the City include water sewer utility, ice center, water resources, solid waste management, and fieldhouse.

Fund Financial Statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on the near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains several individual governmental funds. Information is presented separately in the governmental funds Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balances for the City's individual major governmental funds. They are as follows:

- General Fund
- Transit System Fund
- General Capital Projects Fund
- Street Replacement Fund
- Improvement Projects Fund
- Tax Increment Projects Fund

Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The City adopts annual appropriated budgets for its General Fund, the Transit System Fund, the Recreation Fund, the Community Development Block Grant Fund, and the Destination Marketing Organization Fund. Budgetary comparison statements or schedules have been provided for these funds to demonstrate compliance with their respective budgets.

Proprietary Funds – The City maintains two different types of proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the governmental-wide financial statements. The City uses enterprise funds to account for its water sewer utility, ice center, water resources operations, solid waste management, and fieldhouse. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the water sewer utility, ice center, and water resources operations enterprise funds, all of which are considered to be major funds of the City. Individual fund data for the Solid Waste Management and Fieldhouse Funds is provided in the form of combining statements elsewhere in this report.

Internal service funds are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for its central equipment, public facilities, information technology, risk management, employee benefits, and resource planning needs. All internal service funds are combined into a single, aggregated presentation in the proprietary fund financial statements, labeled Governmental Activities – Internal Service Funds. Because all of these services predominately benefit governmental, rather than business-type functions, they have been included within governmental activities in the government-wide financial statements. Individual fund data for the internal service funds is provided in the form of combining statements elsewhere in this report.

Notes to Basic Financial Statements – The notes to basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information – In addition to the basic financial statements and accompanying notes, the financial section also presents required supplementary information, and the combining and individual fund statements and schedules (presented as supplementary information) referred to earlier in connection with nonmajor funds and internal service funds, which are presented immediately following the basic financial statements.

Furthermore, a statistical section has been included as part of the ACFR to facilitate additional analysis, and is the third and final section of the report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

An analysis of the City's financial position begins with a review of the Statement of Net Position and the Statement of Activities. These two statements report the City's net position and changes in net position. It should be noted that the financial position can also be affected by nonfinancial factors, including economic conditions, population growth, and new regulations.

As noted earlier, net position may serve over time as a useful indicator of the City's financial position. As presented in the following condensed version of the Statement of Net Position, the City's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$625,405,000 on December 31, 2024.

City of Plymouth's Net Position

	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
Current and other assets	\$ 156,749,626	\$ 154,865,389	\$ 50,771,341	\$ 47,176,066	\$ 207,520,967	\$ 202,041,455
Capital assets, net of accumulated depreciation/amortization	370,618,194	344,012,657	165,336,932	163,921,679	535,955,126	507,934,336
Total assets	\$ 527,367,820	\$ 498,878,046	\$ 216,108,273	\$ 211,097,745	\$ 743,476,093	\$ 709,975,791
Deferred outflows of resources	\$ 20,852,955	\$ 26,993,125	\$ —	\$ —	\$ 20,852,955	\$ 26,993,125
Current liabilities	\$ 16,751,799	\$ 11,024,544	\$ 3,394,505	\$ 2,278	\$ 20,146,304	\$ 11,026,822
Long-term liabilities	86,145,876	94,494,584	—	—	86,145,876	94,494,584
Total liabilities	\$ 102,897,675	\$ 105,519,128	\$ 3,394,505	\$ 2,278	\$ 106,292,180	\$ 105,521,406
Deferred inflows of resources	\$ 30,777,579	\$ 30,449,277	\$ 1,854,289	\$ 1,808,370	\$ 32,631,868	\$ 32,257,647
Net position						
Net investment in capital assets	\$ 308,947,857	\$ 279,083,212	\$ 164,408,227	\$ 163,431,737	\$ 473,356,084	\$ 442,514,949
Restricted	41,343,597	46,546,161	34,630,085	31,241,839	75,973,682	77,788,000
Unrestricted	64,254,067	64,273,393	11,821,167	12,337,875	76,075,234	76,611,268
Total net position	\$ 414,545,521	\$ 389,902,766	\$ 210,859,479	\$ 207,011,451	\$ 625,405,000	\$ 596,914,217

The largest portion of the City's net position, \$473,356,084, or 75.7 percent, reflects its investment in capital assets (e.g., land, buildings, machinery and equipment, and infrastructure), less any outstanding related debt used to acquire those assets. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net position, \$75,973,682, or 12.1 percent, represents resources that are subject to external restrictions on how they may be used. The remaining balance representing unrestricted net position, \$76,075,234, may be used to meet the government's ongoing obligations to citizens and creditors. Certain balances within unrestricted net position may have internally imposed commitments or limitations, which may further limit the purpose for which such net position may be used.

At the end of the current fiscal year, the City reports positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. Ongoing development activity in the City and changes in state-wide pension obligations contributed to the fluctuations in the above table.

The following table provides a condensed version of the Statement of Activities for the year ended December 31, 2024, with comparative totals for the year ended December 31, 2023. The City's total net position increased by \$30,477,947, during the current fiscal year, excluding the change in accounting principle.

City of Plymouth's Change in Net Position

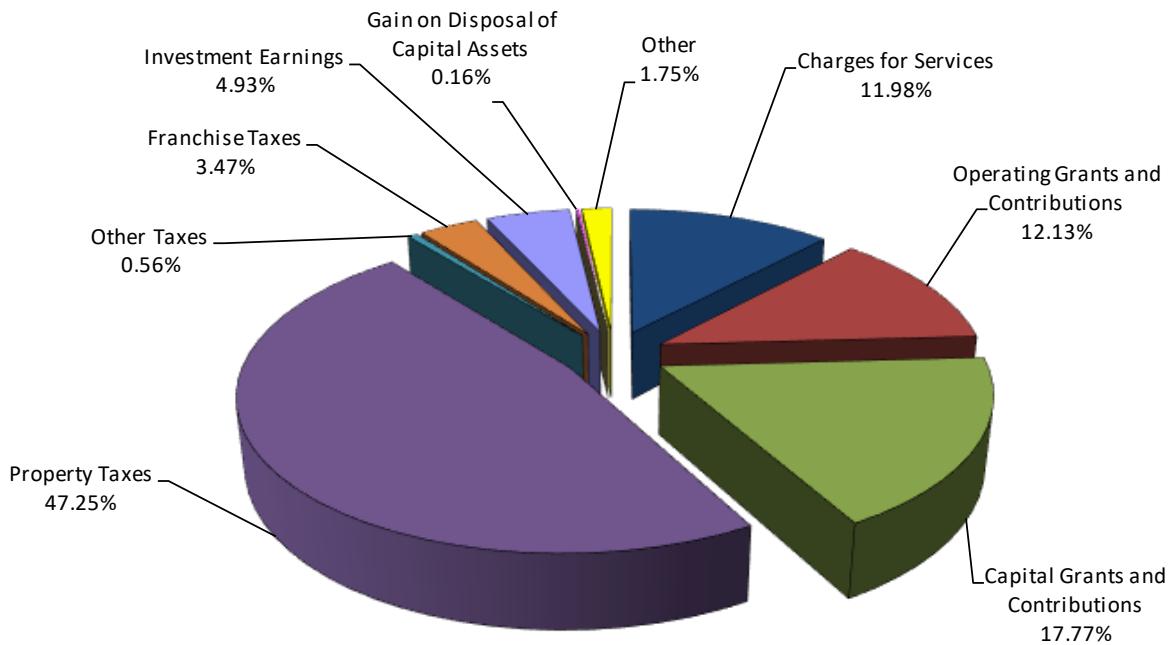
	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
Revenues						
Charges for services	\$ 13,037,133	\$ 12,671,006	\$ 32,943,794	\$ 32,273,152	\$ 45,980,927	\$ 44,944,158
Operating grants and contributions	13,191,735	14,967,313	659,136	256,325	13,850,871	15,223,638
Capital grants and contributions	19,329,322	9,344,414	1,446,287	1,387,678	20,775,609	10,732,092
Property taxes	51,406,561	47,757,005	—	—	51,406,561	47,757,005
Other taxes	607,311	668,619	—	—	607,311	668,619
Franchise taxes	3,780,036	2,804,253	—	—	3,780,036	2,804,253
Investment earnings	5,361,826	6,560,834	1,724,199	1,954,659	7,086,025	8,515,493
Gain on disposal of capital assets	174,362	287,660	—	—	174,362	287,660
Other	1,905,396	1,474,320	—	—	1,905,396	1,474,320
Total revenues	108,793,682	96,535,424	36,773,416	35,871,814	145,567,098	132,407,238
Expenses						
General government	10,604,332	9,323,551	—	—	10,604,332	9,323,551
Economic development	3,090,018	799,557	—	—	3,090,018	799,557
Parks and recreation	16,944,377	15,807,119	—	—	16,944,377	15,807,119
Public safety	27,845,850	27,911,841	—	—	27,845,850	27,911,841
Public service	6,102,344	6,107,560	—	—	6,102,344	6,107,560
Public works	18,275,649	17,926,503	—	—	18,275,649	17,926,503
Interest on long-term debt	1,236,056	1,275,836	—	—	1,236,056	1,275,836
Water sewer utility	—	—	20,972,637	22,653,783	20,972,637	22,653,783
Ice center	—	—	2,885,723	2,790,960	2,885,723	2,790,960
Water resources	—	—	3,992,830	3,565,841	3,992,830	3,565,841
Solid waste management	—	—	2,652,140	1,674,307	2,652,140	1,674,307
Fieldhouse	—	—	487,195	479,494	487,195	479,494
Total expenses	84,098,626	79,151,967	30,990,525	31,164,385	115,089,151	110,316,352
Change in net position before transfers	24,695,056	17,383,457	5,782,891	4,707,429	30,477,947	22,090,886
Transfers in (out)	1,934,863	(5,735,757)	(1,934,863)	5,735,757	—	—
Change in net position	26,629,919	11,647,700	3,848,028	10,443,186	30,477,947	22,090,886
Net position – beginning, as previously reported	389,902,766	378,255,066	207,011,451	196,568,265	596,914,217	574,823,331
Change in accounting principle	(1,987,164)	—	—	—	(1,987,164)	—
Net position – beginning, as restated	387,915,602	378,255,066	207,011,451	196,568,265	594,927,053	574,823,331
Net position – ending	\$ 414,545,521	\$ 389,902,766	\$ 210,859,479	\$ 207,011,451	\$ 625,405,000	\$ 596,914,217

GOVERNMENTAL ACTIVITIES

Governmental activities increased the City's net position before transfers by \$24,695,056. Revenues were up from the prior year with the largest increase in capital grants and contributions. The increase was driven by ongoing development activities. Partially offsetting the revenue growth in other areas was a decrease in operating grants and contributions, due to the one-time Public Safety Aid recognized in the prior year. Expenses were up as anticipated in the approved budget for natural inflationary increases and additional expenses in economic development for excess tax increment returned in the current year.

The following chart illustrates the City's revenues by source for its governmental activities:

Revenues by Source – Governmental Activities

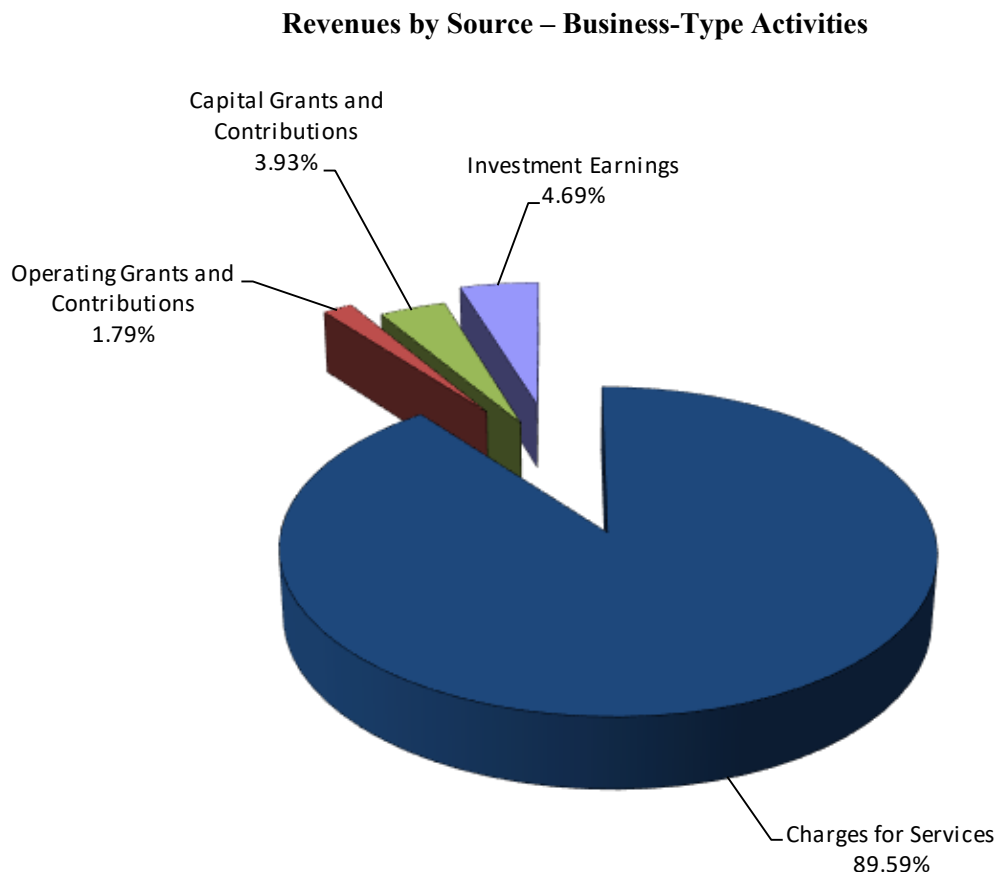


Most of the City's revenues are "home-grown;" the City does not rely heavily on state aids or grants. This helps insulate the City from changes imposed by the State Legislature. Capital grants and contributions represent funds recognized for the construction of infrastructure and other capital improvements.

BUSINESS-TYPE ACTIVITIES

Business-type activities increased the City's net position before transfers by \$5,782,891. Like governmental activities, revenues were up from charges for services, due to utility rate increases. Operating grants and contributions were up with more funding for water resources and solid waste management. Capital grants and contributions increased in the current year, due to an increase in contributed capital from developers. Expenses were down in the current year, mainly due to a decrease in depreciation expense in the Water Sewer Utility Fund, as high-cost assets became fully depreciated in 2024, along with reductions for materials and supplies and contractual services.

The following chart illustrates the City's revenues by source for its business-type activities:



The City's business-type activities are accounted for, financed, and operated, in a manner similar to private business enterprises. It is generally intended that the cost of providing services to the public be financed or recovered primarily through user charges.

Business-type activities of the City are capital intensive. The principal challenge for these activities is financing the replacement, maintenance, and expansion of their capital assets (asset maintenance). The City combines operating and nonoperating sources (primarily area-wide assessments) to finance its investment in business-type assets.

FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds – The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of currently available resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year for appropriation by the City Council to finance the City's day-to-day activities.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$85,859,481. The unassigned fund balance constitutes \$21,772,689, which is available for spending at the government's discretion (this amount is primarily in the General Fund and is typically available to meet cash flow needs). A small amount, \$149,617, is classified as nonspendable for inventory, prepaid items, and perpetual care. The City has \$38,608,297 classified as restricted for a variety of spending purposes as disclosed in the notes to basic financial statements. The remainder of the fund balance, \$25,328,878, is considered to be assigned for specific purposes and unavailable for discretionary spending.

General Fund –

- The fund balance of the General Fund is the City's principal liquidity reserve.
- The City Council has adopted a long-range financial plan to provide adequate operating cash for future years. The goal is to maintain a total fund balance (excluding restricted amounts from one-time funding sources) of approximately 40 percent of the General Fund expenditures and transfers out budget for the following year. The City met this goal in 2024; the fund balance at year-end was \$22,298,207 (excluding \$2,073,275 restricted for public safety aid), or approximately 40 percent, of 2025 budgeted expenditures and transfers out.

Transit System Fund –

- In the Transit System Fund, the fund balance increased by \$1,841,405 from operations this year. An increase in rider usage and investment earnings contributed to current year revenues exceeding expenditures.

General Capital Projects Fund –

- The fund balance increased in the General Capital Projects Fund by \$5,242,682 during the year. This increase is due to approved transfers and the timing and review of capital projects completed throughout the current year, as well as investment earnings.

Street Replacement Fund –

- The fund balance decreased in the Street Replacement Fund by \$3,339,175 during the year. This decrease is due to approved transfers to other capital project funds for street projects completed throughout the current year.

Improvement Projects Fund –

- The fund balance increased in the Improvement Projects Fund by \$400,971 during the year. This increase is due to approved transfers and the timing and review of capital projects completed throughout the current year for construction of streets and other infrastructure improvements.

Tax Increment Projects Fund –

- The fund balance decreased in the Tax Increment Projects Fund by \$96,001 during the year. This decrease is due primarily to payments on developer notes and other economic development spending in the current year.

Enterprise Funds – The City’s enterprise funds provide the same type of information found in the government-wide financial statements, but in more detail. Financial highlights for the significant changes in the City’s enterprise funds are consistent with the previous discussion on business-type activities with additional details as follows:

Water Sewer Utility Fund –

- Unrestricted net position at the end of the year was \$12,048,980. The total increase in net position was \$2,080,671.

Ice Center Fund –

- Unrestricted net position at the end of the year was \$177,109. The total decrease in net position was \$72,201.

Water Resources Fund –

- Restricted net position for water resources at the end of the year was \$9,569,087. The total increase in net position was \$1,701,002.

GENERAL FUND BUDGETARY HIGHLIGHTS

The final General Fund budget represents the originally adopted budget since no budget amendments were approved during the year by the City Council.

The City Council adopted a balanced budget for the General Fund for fiscal 2024. The 2024 General Fund budget anticipated an expenditures and transfers out increase over the 2023 budget of 7.6 percent. This increase included planned wage, benefit, and inflationary adjustments.

Actual revenues were \$3,178,354 over budget, while transfers out were more than anticipated due to the favorable revenue and expenditure variances, requiring a fund balance transfer in accordance with the City’s fund balance policy. Some of the significant variances between budget and actual include:

- Licenses and permits exceeded budget by \$2,150,865, due to conservative budgeting and elevated development activity.
- The other revenue was \$947,505 over budget, mainly due to the City submitting a redevelopment application to the state on behalf of Roers Companies for the Prudential site redevelopment.
- Investment earnings were over budget by \$495,913, due to conservative budgeting and favorable fair value adjustments on investments.

Expenditures were \$725,630 less than the total budgeted amount, with the largest underspending was in public safety (\$1,090,838) and public works (\$1,193,665). The City incurred lower personal services (salaries and benefits), partially attributable to vacant positions. A mild winter in 2023 provided further savings in fiscal 2024 compared to the prior year.

CAPITAL ASSETS AND LONG-TERM DEBT

Capital Assets – The City’s investment in capital assets for its governmental and business-type activities as of December 31, 2024, was \$535,955,126 (net of accumulated depreciation/amortization). This investment in capital assets includes land, construction in progress, buildings, improvements other than buildings, machinery and equipment, machinery and equipment – leased, infrastructure, technology subscriptions, and collection/distribution systems for the City’s utilities. The City’s investment in capital assets for the current fiscal year increased by \$28,020,790. This change was mainly due to several capital projects ongoing in the current year, as discussed previously with the financial analysis of the City’s governmental funds. Developer contributions also increased capital assets in the current year.

City of Plymouth’s Capital Assets

	Governmental Activities		Business-Type Activities		Total	
	2024	2023	2024	2023	2024	2023
Land	\$ 52,194,451	\$ 48,350,959	\$ 3,280,938	\$ 3,280,938	\$ 55,475,389	\$ 51,631,897
Construction in progress	62,246,186	30,318,382	5,959,513	1,594,040	68,205,699	31,912,422
Buildings	82,431,804	85,222,551	25,791,700	27,501,852	108,223,504	112,724,403
Improvements other than buildings	18,293,976	19,494,396	7,626,154	7,922,759	25,920,130	27,417,155
Machinery and equipment	23,467,485	23,478,301	2,792,649	2,751,224	26,260,134	26,229,525
Machinery and equipment – leased	733,088	664,919	–	–	733,088	664,919
Infrastructure	131,147,417	136,278,593	–	–	131,147,417	136,278,593
Technology subscriptions	103,787	204,556	–	–	103,787	204,556
Collection/distribution systems	–	–	119,885,978	120,870,866	119,885,978	120,870,866
Total (net of depreciation/amortization)	\$ 370,618,194	\$ 344,012,657	\$ 165,336,932	\$ 163,921,679	\$ 535,955,126	\$ 507,934,336

Additional information on the City’s capital assets can be found in Note 6 of the notes to basic financial statements.

Long-Term Debt – At the end of the current fiscal year, the City had total bonded debt (excluding unamortized premium) outstanding of \$54,610,000, compared to \$56,985,000 at the beginning of the year. All city debt is general obligation debt, which is backed by the full faith and credit of the government. Furthermore, the City has long-term liabilities of \$3,154,278 for unamortized bond premium/discount, \$36,000 for finance purchases payable, \$732,677 for leases payable, \$81,891 for technology subscriptions, \$3,538,741 for total other post-employment benefits, \$18,845,905 for net pension liability, and \$5,146,384 for compensated absences. Changes in state-wide pension plan obligations, which city employees participate, changed significantly contributing to the overall decrease in long-term liabilities on the government-wide Statement of Net Position.

Bond principal repayments during 2023 totaled \$2,375,000. The City’s debt holds the highest rating from Moody’s Investors Services: Aaa, as well as from Standard and Poor’s Ratings Services: AAA. The dual rating placed the City on a short list of local governments in the state to receive this distinction.

Minnesota Statutes limit the amount of general obligation debt a Minnesota city may issue to 3 percent of total estimated market value. The current debt limitation for the City is significantly more than the City’s outstanding general obligation debt. Additional information on the City’s long-term debt may be found in Note 7 of the notes to basic financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The 2025 budget was conservatively developed to account for economic and legislative activity. It provides for a balanced budget and a sound financial plan for 2025 that maintains core service levels and is sensitive to the financial concerns of the City's taxpayers. The 2025 adopted tax levy increased 5.2 percent, compared to the 2024 adopted tax levy.

As a result of the City's responsible stewardship, the quality services our residents have come to expect continue to be provided at a reasonable price.

REQUESTS FOR INFORMATION

This ACFR is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this ACFR, or requests for additional financial information, should be directed to the City of Plymouth, Administrative Services Department, 3400 Plymouth Boulevard, Plymouth, Minnesota 55447-1482, 763-509-5300, or the City's website at www.plymouthmn.gov.

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BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The government-wide financial statements are intended to provide a financial overview of municipal operations.

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CITY OF PLYMOUTH

Statement of Net Position
December 31, 2024

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Total	Housing and Redevelopment Authority
Assets				
Cash and investments	\$ 127,967,421	\$ 33,725,024	\$ 161,692,445	\$ 6,875,088
Receivables				
Accounts	1,649,210	6,637,793	8,287,003	16,893
Notes	2,237,571	—	2,237,571	1,150,000
Taxes	323,633	—	323,633	4,415
Special assessments	74,672	7,309,414	7,384,086	—
Accrued interest	856,087	134,296	990,383	37,778
Leases	3,457,855	1,924,503	5,382,358	—
Due from other governments	12,424,830	23,812	12,448,642	60,998
Internal balances	(229,280)	229,280	—	—
Inventory	175,472	94,374	269,846	—
Prepaid items	862,188	692,845	1,555,033	58,679
Land held for resale	6,949,967	—	6,949,967	—
Capital assets				
Not depreciated/amortized	114,440,637	9,240,451	123,681,088	1,522,327
Depreciated/amortized, net of accumulated depreciation/amortization	256,177,557	156,096,481	412,274,038	7,697,598
Total capital assets, net of accumulated depreciation/amortization	370,618,194	165,336,932	535,955,126	9,219,925
Total assets	527,367,820	216,108,273	743,476,093	17,423,776
Deferred outflows of resources				
OPEB plan deferments	579,183	—	579,183	—
Pension plan deferments – PERA	20,273,772	—	20,273,772	—
Total deferred outflows of resources	20,852,955	—	20,852,955	—
Total assets and deferred outflows of resources	\$ 548,220,775	\$ 216,108,273	\$ 764,329,048	\$ 17,423,776
Liabilities				
Accounts payable	\$ 3,276,648	\$ 683,745	\$ 3,960,393	\$ 56,005
Contracts payable	3,055,491	928,705	3,984,196	—
Accrued salaries and benefits payable	1,059,781	152,236	1,212,017	23,845
Deposits payable	6,992,140	140,005	7,132,145	153,427
Due to other governments	254,628	127,514	382,142	105,614
Unearned revenue	1,545,152	1,362,300	2,907,452	9,024
Accrued interest payable	567,959	—	567,959	50,163
Long-term liabilities				
Due within one year	6,301,756	—	6,301,756	500,881
Due in more than one year	79,844,120	—	79,844,120	5,815,023
Total long-term liabilities	86,145,876	—	86,145,876	6,315,904
Total liabilities	102,897,675	3,394,505	106,292,180	6,713,982
Deferred inflows of resources				
OPEB deferments	707,647	—	707,647	—
Pension plan deferments – PERA	26,768,243	—	26,768,243	—
Lease revenue received for subsequent years	3,301,689	1,854,289	5,155,978	—
Total deferred inflows of resources	30,777,579	1,854,289	32,631,868	—
Net position				
Net investment in capital assets	308,947,857	164,408,227	473,356,084	2,914,371
Restricted for				
Public safety	3,323,275	—	3,323,275	—
Transit system	21,291,808	—	21,291,808	—
Tax increment financing	5,367,308	—	5,367,308	—
Housing projects	889,002	—	889,002	4,239,437
Lawful gambling	60,115	—	60,115	—
Opioid settlement	210,646	—	210,646	—
Local affordable housing aid	364,942	—	364,942	—
Debt service	3,245,336	—	3,245,336	866,393
Highway/street improvements	3,527,846	—	3,527,846	—
Park construction	2,844,616	—	2,844,616	—
Cemetery perpetual care				
Nonexpendable	45,860	—	45,860	—
Expendable	172,843	—	172,843	—
Utility trunk	—	25,060,998	25,060,998	—
Water resources	—	9,569,087	9,569,087	—
Unrestricted	64,254,067	11,821,167	76,075,234	2,689,593
Total net position	414,545,521	210,859,479	625,405,000	10,709,794
Total liabilities, deferred inflows of resources, and net position	\$ 548,220,775	\$ 216,108,273	\$ 764,329,048	\$ 17,423,776

See notes to basic financial statements

CITY OF PLYMOUTH

Statement of Activities
Year Ended December 31, 2024

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government				
Governmental activities				
General government	\$ 10,604,332	\$ 1,922,722	\$ 369,740	\$ 60,772
Economic development	3,090,018	7,932	363,111	—
Parks and recreation	16,944,377	3,248,307	117,685	9,026,072
Public safety	27,845,850	6,116,189	2,996,396	—
Public service	6,102,344	423,229	6,643,820	—
Public works	18,275,649	1,318,754	2,700,983	10,242,478
Interest on long-term debt	1,236,056	—	—	—
Total governmental activities	84,098,626	13,037,133	13,191,735	19,329,322
Business-type activities				
Water sewer utility	20,972,637	22,491,849	113,890	713,125
Ice center	2,885,723	2,410,091	18,963	—
Water resources	3,992,830	5,117,315	145,664	733,162
Solid waste management	2,652,140	2,532,022	378,242	—
Fieldhouse	487,195	392,517	2,377	—
Total business-type activities	30,990,525	32,943,794	659,136	1,446,287
Total government	\$ 115,089,151	\$ 45,980,927	\$ 13,850,871	\$ 20,775,609
Component unit				
Housing and Redevelopment Authority	\$ 6,670,037	\$ 2,246,280	\$ 4,366,731	\$ —

General revenues

Property taxes

Other taxes

Franchise taxes

Investment earnings

Gain on sale of capital assets

Other

Transfers

Total general revenues and transfers

Change in net position

Net position – beginning, as previously reported

Change in accounting principle

Net position – beginning, as restated

Net position – ending

Net (Expense) Revenue and Changes in Net Position			
Primary Government			Component Unit
Governmental Activities	Business-Type Activities	Total	Housing and Redevelopment Authority
\$ (8,251,098)	\$ —	\$ (8,251,098)	\$ —
(2,718,975)	—	(2,718,975)	—
(4,552,313)	—	(4,552,313)	—
(18,733,265)	—	(18,733,265)	—
964,705	—	964,705	—
(4,013,434)	—	(4,013,434)	—
(1,236,056)	—	(1,236,056)	—
(38,540,436)	—	(38,540,436)	—
—	2,346,227	2,346,227	—
—	(456,669)	(456,669)	—
—	2,003,311	2,003,311	—
—	258,124	258,124	—
—	(92,301)	(92,301)	—
—	4,058,692	4,058,692	—
(38,540,436)	4,058,692	(34,481,744)	—
			(57,026)
51,406,561	—	51,406,561	652,295
607,311	—	607,311	—
3,780,036	—	3,780,036	—
5,361,826	1,724,199	7,086,025	162,637
174,362	—	174,362	92,561
1,905,396	—	1,905,396	7,799
1,934,863	(1,934,863)	—	—
65,170,355	(210,664)	64,959,691	915,292
26,629,919	3,848,028	30,477,947	858,266
389,902,766	207,011,451	596,914,217	9,851,528
(1,987,164)	—	(1,987,164)	—
387,915,602	207,011,451	594,927,053	9,851,528
\$ 414,545,521	\$ 210,859,479	\$ 625,405,000	\$ 10,709,794

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GOVERNMENTAL FUNDS

GENERAL FUND – The General Fund accounts for resources devoted to financing the general services. These include general government, economic development, parks and recreation, public safety, public service, and public works. Revenues are recorded by source, i.e., taxes, licenses, and permits, intergovernmental, service charges, fines and forfeitures, etc. General Fund expenditures are primarily for day-to-day operating costs and equipment. This fund accounts for all financial transactions not properly accounted for in another fund.

SPECIAL REVENUE FUNDS

Special revenue funds are established to account for taxes and other revenues set aside for a particular purpose.

Transit System Fund – Revenues from Minnesota vehicle excise tax and fares, and expenditures for the Plymouth Metrolink system are accounted for in this fund.

CAPITAL PROJECT FUNDS

Capital project funds are used to account for the construction and financing of large capital projects.

General Capital Projects Fund – This fund is used to account for construction costs related to the City's buildings and park improvements.

Street Replacement Fund – This fund is used to account for the accumulation of resources for major infrastructure repair and replacement.

Improvement Projects Fund – This fund is used to account for expenditures incurred in the construction of certain public improvements, such as residential streets, sidewalks, and storm sewers.

Tax Increment Projects Fund – This fund is used to account for expenditures incurred in the construction of public collector and distributor roadway improvements, drainage improvements, and other public development costs in the City.

CITY OF PLYMOUTH

Balance Sheet
Governmental Funds
December 31, 2024
(With Comparative Totals for December 31, 2023)

		Special	Capital Project		
		Revenue	General	Formerly	
		Transit	Capital	Nonmajor	
	General	System	Projects	Street	Improvement
				Replacement	Projects
Assets					
Cash and investments	\$ 25,987,637	\$ 14,088,211	\$ 16,033,875	\$ 1,561	\$ 2,156,491
Restricted cash and investments	—	—	—	—	—
Receivables					
Accounts	492,782	—	—	1,021,727	—
Notes	—	—	—	—	—
Taxes	265,223	—	656	19,855	—
Special assessments	39,799	—	34,592	281	—
Accrued interest	182,605	84,521	27,919	54,297	—
Leases	2,594,273	—	—	—	—
Due from other governments	384,322	550,783	5,420,860	2,212,429	253,947
Inventory	92	—	—	—	—
Prepaid items	75,996	—	27,260	—	—
Advances to other funds	—	—	25,000	—	—
Land held for resale	—	6,949,967	—	—	—
Total assets	\$ 30,022,729	\$ 21,673,482	\$ 21,570,162	\$ 3,310,150	\$ 2,410,438
Liabilities					
Accounts payable	\$ 688,311	\$ 374,580	\$ 41,983	\$ 74	\$ 54,571
Contracts payable	—	—	409,835	—	2,596,476
Accrued salaries and benefits payable	910,322	5,657	—	—	—
Deposits payable	330,782	—	6,466,886	—	—
Due to other funds	11,759	1,437	—	—	122
Due to other governments	69,141	—	—	—	176,708
Advances from other funds	—	—	—	3,120,000	—
Unearned revenue	813,654	—	—	—	—
Total liabilities	2,823,969	381,674	6,918,704	3,120,074	2,827,877
Deferred inflows of resources					
Unavailable revenue – notes and related interest	—	—	—	—	—
Unavailable revenue – taxes	240,035	—	853	18,193	—
Unavailable revenue – special assessments	26,108	—	—	—	—
Unavailable revenue – other receivables	79,202	—	—	—	—
Lease revenue for subsequent years	2,481,933	—	—	—	—
Total deferred inflows of resources	2,827,278	—	853	18,193	—
Fund balances (deficits)					
Nonspendable	76,088	—	27,260	—	—
Restricted	2,073,275	21,291,808	—	—	—
Assigned	31,991	—	14,623,345	171,883	—
Unassigned	22,190,128	—	—	—	(417,439)
Total fund balances (deficits)	24,371,482	21,291,808	14,650,605	171,883	(417,439)
Total liabilities, deferred inflows of resources, and fund balances	\$ 30,022,729	\$ 21,673,482	\$ 21,570,162	\$ 3,310,150	\$ 2,410,438

Tax Increment Projects	Nonmajor Governmental	Total	
		2024	2023
\$ 4,551,155	\$ 18,589,184	\$ 81,408,114	\$ 91,958,637
—	—	—	132,519
—	133,821	1,648,330	1,171,332
1,127,000	1,110,571	2,237,571	2,384,645
46	37,853	323,633	481,995
—	—	74,672	61,667
24,839	230,412	604,593	700,318
—	863,582	3,457,855	3,673,280
—	3,573,774	12,396,115	974,210
—	409	501	775
—	—	103,256	155,836
—	122,107	147,107	210,356
—	—	6,949,967	6,892,804
<u>\$ 5,703,040</u>	<u>\$ 24,661,713</u>	<u>\$ 109,351,714</u>	<u>\$ 108,798,374</u>
\$ 303,103	\$ 81,398	\$ 1,544,020	\$ 1,228,536
—	—	3,006,311	3,766,169
—	51,642	967,621	625,134
622	193,850	6,992,140	2,092,057
—	—	13,318	12,534
7,007	1,772	254,628	92,787
25,000	—	3,145,000	3,283
—	731,498	1,545,152	1,243,175
335,732	1,060,160	17,468,190	9,063,675
1,127,000	1,197,273	2,324,273	2,485,550
—	33,690	292,771	332,261
—	—	26,108	26,046
—	—	79,202	65,757
—	819,756	3,301,689	3,580,386
1,127,000	2,050,719	6,024,043	6,490,000
—	46,269	149,617	202,471
4,240,308	11,002,906	38,608,297	43,700,493
—	10,501,659	25,328,878	29,173,340
—	—	21,772,689	20,168,395
4,240,308	21,550,834	85,859,481	93,244,699
<u>\$ 5,703,040</u>	<u>\$ 24,661,713</u>	<u>\$ 109,351,714</u>	<u>\$ 108,798,374</u>

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CITY OF PLYMOUTH

Reconciliation of the Balance Sheet to the Statement of Net Position Governmental Funds December 31, 2024

Total fund balances – governmental funds	\$ 85,859,481
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds.	
Capital assets	677,138,938
Accumulated depreciation/amortization	(331,434,573)
Long-term liabilities are not payable with current financial resources and, therefore, are not reported in governmental funds.	
Bonds payable	(54,610,000)
Unamortized premium/discount	(3,154,278)
Interest on long-term debt is included in the change in net position as it accrues, regardless of when payment is due. However, it is included in the change in fund balances when due.	(567,959)
Unavailable revenue in governmental funds is susceptible to full accrual on government-wide statements.	
Unavailable revenue – notes and related interest	2,324,273
Unavailable revenue – taxes	292,771
Unavailable revenue – special assessments	26,108
Unavailable revenue – other receivables	79,202
Internal service funds are used by management to charge the costs of fleet and building management, management information systems, employee benefits, and other items to individual funds. The assets, deferred outflows/inflows of resources, and liabilities (including capital assets) of the internal service funds are included in governmental activities in the Statement of Net Position.	35,807,062
Internal balances, which are the result of the allocation of internal service fund operations to the business-type activities, are eliminated on the Statement of Net Position.	<u>2,784,496</u>
Total net position – governmental activities	<u><u>\$ 414,545,521</u></u>

CITY OF PLYMOUTH

Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	General	Special Revenue Transit System	Capital Project		
			General Capital Projects	Formerly Nonmajor Street Replacement	Improvement Projects
Revenues					
Property taxes	\$ 41,153,479	\$ —	\$ 135	\$ 2,907,242	\$ —
Special assessments	5,330	—	—	6,050	—
Licenses and permits	5,844,075	—	—	383,747	—
Other taxes	—	—	—	—	—
Intergovernmental	4,113,257	6,425,692	250,000	3,688,587	557,185
Charges for services	3,480,210	423,229	—	1,120	7,451
Franchise taxes	—	—	—	3,780,036	—
Fines and forfeitures	353,784	—	—	—	—
Contributions	9,650	—	50,000	—	—
Investments earnings	721,413	638,437	454,043	214,033	99,788
Loan repayments	—	—	—	—	—
Other	984,005	3	710	228,458	454
Total revenues	56,665,203	7,487,361	754,888	11,209,273	664,878
Expenditures					
Current					
General government	9,775,040	—	—	—	—
Economic development	121,231	—	—	—	—
Parks and recreation	9,255,672	—	114,461	—	—
Public safety	26,685,917	—	—	—	—
Public service	—	5,575,956	—	—	—
Public works	6,412,749	—	—	4,220	722,263
Debt service					
Principal retirement	—	—	—	—	—
Interest and fiscal charges	—	—	—	—	—
Capital outlay	752,744	70,000	8,308,873	—	30,409,335
Total expenditures	53,003,353	5,645,956	8,423,334	4,220	31,131,598
Excess (deficiency) of revenues over (under) expenditures	3,661,850	1,841,405	(7,668,446)	11,205,053	(30,466,720)
Other financing sources (uses)					
Transfers in	1,349,823	—	17,498,269	72,764	31,269,111
Transfers out	(4,524,097)	—	(4,587,141)	(14,616,992)	(401,420)
Total other financing sources (uses)	(3,174,274)	—	12,911,128	(14,544,228)	30,867,691
Net change in fund balances	487,576	1,841,405	5,242,682	(3,339,175)	400,971
Fund balances (deficits)					
Beginning of year, as previously reported	23,883,906	19,450,403	9,407,923	—	(818,410)
Change within financial reporting entity	—	—	—	3,511,058	—
Beginning of year, as restated	23,883,906	19,450,403	9,407,923	3,511,058	(818,410)
End of year	\$ 24,371,482	\$ 21,291,808	\$ 14,650,605	\$ 171,883	\$ (417,439)

Tax Increment Projects	Nonmajor Governmental	Total	
		2024	2023
\$ 1,107,050	\$ 6,278,145	\$ 51,446,051	\$ 47,680,298
—	—	11,380	45,774
—	—	6,227,822	6,020,849
—	607,311	607,311	668,619
—	9,233,550	24,268,271	18,112,561
—	2,503,734	6,415,744	6,310,954
—	—	3,780,036	2,804,253
—	—	353,784	356,927
—	207,408	267,058	2,007,978
118,099	1,144,633	3,390,446	4,521,932
—	16,706	16,706	252,096
—	583,935	1,797,565	1,460,352
1,225,149	20,575,422	98,582,174	90,242,593
—	127,318	9,902,358	8,403,274
2,976,139	262	3,097,632	784,042
—	3,869,277	13,239,410	11,545,317
—	12,110	26,698,027	24,879,981
—	356,591	5,932,547	6,019,358
—	589	7,139,821	6,699,234
—	2,375,000	2,375,000	3,860,000
33,747	1,406,475	1,440,222	1,537,278
—	89,418	39,630,370	30,240,083
3,009,886	8,237,040	109,455,387	93,968,567
(1,784,737)	12,338,382	(10,873,213)	(3,725,974)
1,688,736	1,323,387	53,202,090	31,095,672
—	(25,584,445)	(49,714,095)	(25,025,279)
1,688,736	(24,261,058)	3,487,995	6,070,393
(96,001)	(11,922,676)	(7,385,218)	2,344,419
4,336,309	36,984,568	93,244,699	90,900,280
—	(3,511,058)	—	—
4,336,309	33,473,510	93,244,699	90,900,280
\$ 4,240,308	\$ 21,550,834	\$ 85,859,481	\$ 93,244,699

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CITY OF PLYMOUTH

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities Governmental Funds Year Ended December 31, 2024

Total net change in fund balances – governmental funds	\$ (7,385,218)
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Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation/amortization expense.

Capital outlay	40,401,281
Assets contributed to internal service funds	(605,722)
Assets contributed to enterprise funds	(1,043,370)
Depreciation/amortization expense	(16,616,959)

Capital assets contributed to the City by other governments and developers are not current financial resources and, therefore, are not reported in the governmental fund statements.	4,494,459
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The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Other long-term adjustments are also made between the governmental funds and the Statement of Activities for debt premiums.

Principal payments for debt	2,375,000
Debt premiums	192,944

Interest on long-term debt in the Statement of Activities differs from the amount reported in the governmental funds because interest is recognized as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.	36,146
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Certain revenues included in net position as soon as they are earned are not included in the change in fund balances until available to liquidate liabilities of the current period.

Unavailable revenue – notes and related interest	(161,277)
Unavailable revenue – taxes	(39,490)
Unavailable revenue – special assessments	62
Unavailable revenue – other receivables	13,445

Internal service funds are used to charge the cost of certain activities, such as insurance, fleet and building management, management information systems, employee benefits, and other items to individual funds. This amount represents the change in net position of the internal service funds, which are reported with governmental activities.	4,968,618
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Change in net position – governmental activities	\$ 26,629,919
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CITY OF PLYMOUTH

Statement of Revenues, Expenditures, and Changes in Fund Balances
Budget and Actual
General Fund
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Property taxes	\$ 40,878,873	\$ 41,153,479	\$ 274,606	\$ 37,402,355
Special assessments	10,000	5,330	(4,670)	5,892
Licenses and permits	3,693,210	5,844,075	2,150,865	5,877,665
Intergovernmental	3,803,534	4,113,257	309,723	7,605,037
Charges for services	4,387,932	3,480,210	(907,722)	3,417,832
Fines and forfeits	415,000	353,784	(61,216)	356,927
Contributions	36,300	9,650	(26,650)	25,500
Investment earnings	225,500	721,413	495,913	1,230,096
Other	36,500	984,005	947,505	112,897
Total revenues	53,486,849	56,665,203	3,178,354	56,034,201
Expenditures				
Current				
General government	8,766,664	9,775,040	1,008,376	8,324,016
Economic development	216,094	121,231	(94,863)	84,262
Parks and recreation	9,038,056	9,255,672	217,616	8,285,552
Public safety	27,776,755	26,685,917	(1,090,838)	24,878,183
Public works	7,606,414	6,412,749	(1,193,665)	6,691,282
Capital outlay	325,000	752,744	427,744	244,922
Total expenditures	53,728,983	53,003,353	(725,630)	48,508,217
Excess (deficiency) of revenues over (under) expenditures	(242,134)	3,661,850	3,903,984	7,525,984
Other financing sources (uses)				
Transfers in	420,800	1,349,823	929,023	1,020,420
Transfers out	(178,666)	(4,524,097)	(4,345,431)	(4,702,113)
Total other financing sources (uses)	242,134	(3,174,274)	(3,416,408)	(3,681,693)
Net change in fund balances	\$ —	487,576	\$ 487,576	3,844,291
Fund balances				
Beginning of year		23,883,906		20,039,615
End of year		\$ 24,371,482		\$ 23,883,906

CITY OF PLYMOUTH

Statement of Revenues, Expenditures, and Changes in Fund Balances
 Budget and Actual
 Transit System Special Revenue Fund
 Year Ended December 31, 2024
 (With Comparative Totals for Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Intergovernmental	\$ 5,853,657	\$ 6,425,692	\$ 572,035	\$ 6,621,007
Charges for services	372,862	423,229	50,367	383,507
Investment earnings	140,100	638,437	498,337	578,799
Other revenues	—	3	3	11
Total revenues	6,366,619	7,487,361	1,120,742	7,583,324
Expenditures				
Current				
Public service				
Personal services	210,092	208,711	(1,381)	192,510
Materials and supplies	508,009	513,559	5,550	510,299
Contractual services	4,590,903	4,850,927	260,024	4,718,652
Other	52,125	2,759	(49,366)	1,941
Capital outlay	—	70,000	70,000	24,373
Total expenditures	5,361,129	5,645,956	284,827	5,447,775
Excess of revenues over expenditures	1,005,490	1,841,405	835,915	2,135,549
Other financing sources (uses)				
Transfers out	(1,005,490)	—	1,005,490	
Net change in fund balances	\$ —	1,841,405	\$ 1,290,317	2,135,549
Fund balances				
Beginning of year		19,450,403		17,314,854
End of year		\$ 21,291,808		\$ 19,450,403

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PROPRIETARY FUNDS

ENTERPRISE FUNDS

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs are to be recovered primarily through user charges.

Water Sewer Utility Fund – The Water Sewer Utility Fund provides municipal water and sanitary sewer service to the community. The fund finances the operations, maintenance, and construction of the water and sanitary sewer systems.

Ice Center Fund – The Ice Center Fund provides ice arena facility services to the community through hockey, figure skating, and public skating programs.

Water Resources Fund – 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.

CITY OF PLYMOUTH

Statement of Net Position
Proprietary Funds
December 31, 2024

(With Comparative Totals for December 31, 2023)

	Business-Type Activities – Enterprise Funds		
	Water Sewer Utility	Ice Center	Water Resources
Assets			
Current assets			
Cash and investments	\$ 22,264,642	\$ 607,160	\$ 8,883,286
Receivables			
Accounts	3,997,160	885,775	888,311
Accrued interest	66,663	2,345	54,554
Leases	1,670,837	253,666	–
Due from other funds	11,258	–	10,507
Due from other governments	7,376	–	79
Inventory	94,374	–	–
Prepaid items	692,845	–	–
Total current assets	28,805,155	1,748,946	9,836,737
Noncurrent assets			
Advances to other funds	3,120,000	–	–
Special assessments	7,238,999	–	52,695
Capital assets			
Land	2,074,063	1,158,324	1,000
Buildings	45,535,228	17,119,195	–
Improvements other than buildings	1,673,393	2,345,801	7,599,768
Machinery and equipment	17,889,764	2,482,785	186,736
Machinery and equipment – leased	–	–	–
Infrastructure	149,537,846	36,576	37,921,293
Technology subscriptions	–	–	–
Construction in progress	5,269,467	180,305	509,741
Total capital assets	221,979,761	23,322,986	46,218,538
Less accumulated depreciation/amortization	(105,322,906)	(12,076,783)	(9,679,934)
Net capital assets	116,656,855	11,246,203	36,538,604
Total noncurrent assets	127,015,854	11,246,203	36,591,299
Total assets	155,821,009	12,995,149	46,428,036
Deferred outflows of resources			
OPEB plan deferments	–	–	–
Pension plan deferments – PERA	–	–	–
Total deferred outflows of resources	–	–	–
Total assets and deferred outflows of resources	\$ 155,821,009	\$ 12,995,149	\$ 46,428,036

Nonmajor Funds	Totals		Governmental Activities – Internal Service Funds	
	Totals		Totals	
	2024	2023	2024	2023
\$ 1,969,936	\$ 33,725,024	\$ 34,785,193	\$ 46,559,307	\$ 42,262,750
866,547	6,637,793	5,424,527	880	72,569
10,734	134,296	242,120	251,494	278,224
–	1,924,503	1,838,473	–	–
46	21,811	20,208	–	–
16,357	23,812	16,237	28,715	4,962
–	94,374	116,815	174,971	190,658
–	692,845	642,786	758,932	601,264
2,863,620	43,254,458	43,086,359	47,774,299	43,410,427
–	3,120,000	–	–	–
17,720	7,309,414	6,976,859	–	–
47,551	3,280,938	3,280,938	33,520	33,520
1,685,356	64,339,779	64,325,884	10,527,268	10,392,308
511,602	12,130,564	12,059,442	3,349,129	3,322,365
250,338	20,809,623	20,242,706	33,548,938	31,699,835
–	–	–	1,431,292	1,013,305
–	187,495,715	184,203,821	301,110	301,110
–	–	–	266,156	266,156
–	5,959,513	1,594,040	244,459	31,765
2,494,847	294,016,132	285,706,831	49,701,872	47,060,364
(1,599,577)	(128,679,200)	(121,785,152)	(24,788,043)	(22,122,383)
895,270	165,336,932	163,921,679	24,913,829	24,937,981
912,990	175,766,346	170,898,538	24,913,829	24,937,981
3,776,610	219,020,804	213,984,897	72,688,128	68,348,408
–	–	–	579,183	587,510
–	–	–	20,273,772	26,405,615
–	–	–	20,852,955	26,993,125
\$ 3,776,610	\$ 219,020,804	\$ 213,984,897	\$ 93,541,083	\$ 95,341,533

CITY OF PLYMOUTH

Statement of Net Position
Proprietary Funds (continued)
December 31, 2024

(With Comparative Totals for December 31, 2023)

	Business-Type Activities – Enterprise Funds		
	Water Sewer Utility	Ice Center	Water Resources
Liabilities			
Current liabilities			
Accounts payable	\$ 273,599	\$ 88,077	\$ 103,510
Contracts payable	863,170	–	65,535
Accrued salaries and benefits payable	79,431	32,702	31,542
Deposits payable	4,500	–	135,505
Due to other funds	646	5,282	–
Due to other governments	55,410	15,839	49,788
Unearned revenue	39,544	1,054,587	–
Advances from other funds	–	35,867	–
Finance purchases payable	–	–	–
Leases payable	–	–	–
Technology subscriptions payable	–	–	–
Total OPEB liability	–	–	–
Compensated absences payable	–	–	–
Total current liabilities	1,316,300	1,232,354	385,880
Noncurrent liabilities			
Finance purchases payable	–	–	–
Leases payable	–	–	–
Technology subscriptions payable	–	–	–
Total OPEB liability	–	–	–
Net pension liability	–	–	–
Compensated absences payable	–	–	–
Advances from other funds	–	86,240	–
Total noncurrent liabilities	–	86,240	–
Total liabilities	1,316,300	1,318,594	385,880
Deferred inflows of resources			
OPEB plan deferments	–	–	–
Pension plan deferments – PERA	–	–	–
Lease revenue received for subsequent years	1,601,046	253,243	–
Total deferred inflows of resources	1,601,046	253,243	–
Net position			
Net investment in capital assets	115,793,685	11,246,203	36,473,069
Restricted for utility trunk	25,060,998	–	–
Restricted for water resources	–	–	9,569,087
Restricted for public safety	–	–	–
Unrestricted	12,048,980	177,109	–
Total net position	152,903,663	11,423,312	46,042,156
Total liabilities, deferred inflows of resources, and net position	\$ 155,821,009	\$ 12,995,149	\$ 46,428,036

Net position – total enterprise funds

Adjustment to reflect the consolidation of the internal
service fund activities related to enterprise funds

Net position – business-type activities

Nonmajor Funds	Totals		Governmental Activities – Internal Service Funds	
	Totals		Totals	
	2024	2023	2024	2023
\$ 218,559	\$ 683,745	\$ 461,603	\$ 1,732,628	\$ 1,217,256
–	928,705	489,942	49,180	84,793
8,561	152,236	96,890	92,160	70,532
–	140,005	114,490	–	–
–	5,928	5,295	2,565	2,379
6,477	127,514	54,618	–	–
268,169	1,362,300	1,060,381	–	–
–	35,867	84,966	–	–
–	–	–	12,000	16,000
–	–	–	366,364	283,118
–	–	–	68,487	90,461
–	–	–	195,691	179,666
–	–	–	3,204,214	2,541,186
501,766	3,436,300	2,368,185	5,723,289	4,485,391
–	–	–	24,000	32,000
–	–	–	366,313	375,310
–	–	–	13,404	81,891
–	–	–	3,343,050	3,119,646
–	–	–	18,845,905	26,969,275
–	–	–	1,942,170	473,809
–	86,240	122,107	–	–
–	86,240	122,107	24,534,842	31,051,931
501,766	3,522,540	2,490,292	30,258,131	35,537,322
–	–	–	707,647	864,405
–	–	–	26,768,243	26,004,486
–	1,854,289	1,808,370	–	–
–	1,854,289	1,808,370	27,475,890	26,868,891
895,270	164,408,227	163,431,737	24,014,081	23,974,408
–	25,060,998	23,112,146	–	–
–	9,569,087	8,129,693	–	–
–	–	–	1,250,000	1,250,000
2,379,574	14,605,663	15,012,659	10,542,981	7,710,912
3,274,844	213,643,975	209,686,235	35,807,062	32,935,320
<u>\$ 3,776,610</u>	<u>\$ 219,020,804</u>	<u>\$ 213,984,897</u>	<u>\$ 93,541,083</u>	<u>\$ 95,341,533</u>
	\$ 213,643,975	\$ 209,686,235		
	(2,784,496)	(2,674,784)		
	<u>\$ 210,859,479</u>	<u>\$ 207,011,451</u>		

CITY OF PLYMOUTH

Statement of Revenues, Expenses, and Changes in Net Position
Proprietary Funds
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	Business-Type Activities – Enterprise Funds		
	Water Sewer Utility	Ice Center	Water Resources
Operating revenues			
Charges for services	\$ 22,453,583	\$ 2,396,328	\$ 5,107,331
Other fees	–	–	–
Total operating revenues	22,453,583	2,396,328	5,107,331
Operating expenses			
Personal services	2,715,369	951,861	1,091,522
Materials and supplies	968,362	206,918	53,802
Insurance claims	–	–	–
Contractual services	12,347,946	952,677	1,303,085
Depreciation/amortization	4,611,832	721,686	1,515,184
Total operating expenses	20,643,509	2,833,142	3,963,593
Operating income (loss)	1,810,074	(436,814)	1,143,738
Nonoperating revenues (expenses)			
Investment earnings	1,255,031	10,059	374,441
Intergovernmental	67,172	–	127,396
Gain (loss) on disposal of capital assets	–	–	–
Contributions	–	4,355	–
Capital contributions to governmental activities	–	–	–
Interest expense	–	(3,106)	–
Other revenue	38,266	13,763	9,984
Other expense	(153,039)	(30,592)	(32,680)
Total nonoperating revenues (expenses)	1,207,430	(5,521)	479,141
Income (loss) before contributions and transfers	3,017,504	(442,335)	1,622,879
Capital contributions	4,264,100	–	1,233,720
Transfers in	363,023	370,134	–
Transfers out	(5,563,956)	–	(1,155,597)
Changes in net position	2,080,671	(72,201)	1,701,002
Net position			
Beginning of year, as previously reported	150,822,992	11,495,513	44,341,154
Change in accounting principle	–	–	–
Beginning of year, as restated	150,822,992	11,495,513	44,341,154
End of year	\$ 152,903,663	\$ 11,423,312	\$ 46,042,156
Change in net position – total enterprise funds			
Adjustment to reflect the consolidation of the internal service fund activities related to enterprise funds			
Change in net position – business-type activities			

Nonmajor Funds	Totals		Governmental Activities – Internal Service Funds	
	Totals		Totals	
	2024	2023	2024	2023
\$ 2,879,809	\$ 32,837,051	\$ 32,140,745	\$ 15,737,975	\$ 15,557,687
20,774	20,774	21,257	151,871	84,921
2,900,583	32,857,825	32,162,002	15,889,846	15,642,608
345,653	5,104,405	4,838,421	6,077,077	9,959,279
6,525	1,235,607	1,442,813	1,329,438	1,406,282
—	—	—	135,990	977,980
2,661,343	17,265,051	16,590,931	6,154,338	4,515,235
107,248	6,955,950	7,631,638	3,409,895	3,288,133
3,120,769	30,561,013	30,503,803	17,106,738	20,146,909
(220,186)	2,296,812	1,658,199	(1,216,892)	(4,504,301)
84,668	1,724,199	1,954,659	1,985,584	2,128,265
375,344	569,912	230,998	10,931	9,897
—	—	—	174,362	287,660
—	4,355	25,000	717,891	107,168
—	—	—	—	(628,368)
—	(3,106)	(4,324)	(24,924)	(22,006)
23,956	85,969	111,150	142,519	39,757
(15,514)	(231,825)	(204,151)	(34,688)	(25,789)
468,454	2,149,504	2,113,332	2,971,675	1,896,584
248,268	4,446,316	3,771,531	1,754,783	(2,607,717)
—	5,497,820	14,083,413	605,722	514,422
—	733,157	104,453	3,262,638	1,655,176
—	(6,719,553)	(7,064,431)	(764,237)	(765,591)
248,268	3,957,740	10,894,966	4,858,906	(1,203,710)
3,026,576	209,686,235	198,791,269	32,935,320	34,139,030
—	—	—	(1,987,164)	—
3,026,576	209,686,235	198,791,269	30,948,156	34,139,030
\$ 3,274,844	\$ 213,643,975	\$ 209,686,235	\$ 35,807,062	\$ 32,935,320
	\$ 3,957,740	\$ 10,894,966		
	(109,712)	(451,780)		
	\$ 3,848,028	\$ 10,443,186		

CITY OF PLYMOUTH

Statement of Cash Flows
Proprietary Funds
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	Business-Type Activities – Enterprise Funds		
	Water Sewer Utility	Ice Center	Water Resources
Cash flows from operating activities			
Cash receipts from customers or users	\$ 21,809,061	\$ 2,467,302	\$ 5,068,343
Cash payments to suppliers	(13,225,313)	(1,131,785)	(1,323,801)
Cash payments to employees for services	(2,690,352)	(937,598)	(1,078,318)
Other operating revenue (expense)	(114,773)	(16,829)	(22,696)
Net cash flows from operating activities	5,778,623	381,090	2,643,528
Cash flows from noncapital financing activities			
Intergovernmental revenues	67,172	–	127,396
Contributions	–	4,355	–
Payment of advances to other funds	(3,120,000)	–	–
Transfers in	363,023	370,134	–
Transfers out	(5,563,956)	–	(1,155,597)
Net cash flows from noncapital financing activities	(8,253,761)	374,489	(1,028,201)
Cash flows from capital and related financing activities			
Acquisition and construction of capital assets	(4,336,770)	(562,941)	(618,072)
Contributions	–	–	75,000
Special assessments for future construction	2,698,366	–	–
Proceeds from sale of capital assets	–	–	–
Principal paid on capital debt	–	–	–
Payment on advances from other funds	–	(84,966)	–
Interest paid on capital debt	–	(3,106)	–
Net cash flows from capital and related financing activities	(1,638,404)	(651,013)	(543,072)
Cash flows from investing activities			
Investment earnings and changes in fair value on investments	1,365,218	11,502	369,187
Net increase in cash and cash equivalents	(2,748,324)	116,068	1,441,442
Cash and cash equivalents			
Beginning of year	25,012,966	491,092	7,441,844
End of year	<u>\$ 22,264,642</u>	<u>\$ 607,160</u>	<u>\$ 8,883,286</u>

Nonmajor Funds	Total		Governmental Activities – Internal Service Funds	
	Totals		Totals	
	2024	2023	2024	2023
\$ 2,555,269	\$ 31,899,975	\$ 31,866,630	\$ 15,937,782	\$ 15,585,454
(2,551,735)	(18,232,634)	(17,943,173)	(7,287,487)	(6,508,660)
(342,791)	(5,049,059)	(4,833,624)	(7,011,056)	(6,160,259)
8,442	(145,856)	(93,001)	112,189	13,968
(330,815)	8,472,426	8,996,832	1,751,428	2,930,503
375,344	569,912	230,998	10,931	9,897
–	4,355	25,000	717,891	107,168
–	(3,120,000)	–	–	–
–	733,157	104,453	3,262,638	1,655,176
–	(6,719,553)	(7,064,431)	(764,237)	(765,591)
375,344	(8,532,129)	(6,703,980)	3,227,223	1,006,650
–	(5,517,783)	(3,863,243)	(2,404,730)	(1,173,419)
–	75,000	349,785	–	–
–	2,698,366	2,163,642	–	–
–	–	–	181,445	378,580
–	–	–	(446,199)	(407,895)
–	(84,966)	(81,183)	–	–
–	(3,106)	(4,324)	(24,924)	(22,006)
–	(2,832,489)	(1,435,323)	(2,694,408)	(1,224,740)
86,116	1,832,023	1,851,211	2,012,314	1,998,872
130,645	(1,060,169)	2,708,740	4,296,557	4,711,285
1,839,291	34,785,193	32,076,453	42,262,750	37,551,465
\$ 1,969,936	\$ 33,725,024	\$ 34,785,193	\$ 46,559,307	\$ 42,262,750

CITY OF PLYMOUTH

Statement of Cash Flows (continued)
Proprietary Funds

Year Ended December 31, 2024

(With Comparative Totals for the Year Ended December 31, 2023)

	Business-Type Activities – Enterprise Funds		
	Water Sewer Utility	Ice Center	Water Resources
Reconciliation of operating income (loss) to net cash flows from operating activities			
Operating income (loss)	\$ 1,810,074	\$ (436,814)	\$ 1,143,738
Adjustments to reconcile operating income (loss) to net cash flows from operating activities			
Depreciation/amortization	4,611,832	721,686	1,515,184
Other revenues (expenses)	(114,773)	(16,829)	(22,696)
Change in assets, deferred outflows of resources, liabilities, and deferred inflows of resources			
Accounts receivable	(583,304)	(198,536)	(56,025)
Due from other funds	(1,227)	–	(347)
Due from other governments	(4,286)	–	3
Inventory	13,807	8,634	–
Prepaid items	(50,059)	–	–
Special assessments receivable	(19,405)	–	(3,634)
Deferred outflows of resources for OPEB plan deferments	–	–	–
Deferred outflows of resources for pension plan deferments	–	–	–
Accounts payable	114,295	13,385	(15,477)
Accrued salaries and benefits payable	25,017	14,263	13,204
Deposits payable	4,500	–	21,015
Due to other funds	26	607	–
Due to other governments	12,926	5,184	48,563
Total OPEB liability	–	–	–
Net pension liability	–	–	–
Compensated absences payable	–	–	–
Unearned revenue	1,141	267,680	–
Leases net of deferred inflow for subsequent years	(41,941)	1,830	–
Deferred inflows of resources for OPEB plan deferments	–	–	–
Deferred inflows of resources for pension plan deferments	–	–	–
Total adjustments	3,968,549	817,904	1,499,790
Net cash flows from operating activities	\$ 5,778,623	\$ 381,090	\$ 2,643,528
Schedule of noncash investing, capital and related financing activities			
Contributions of capital assets from governmental activities	\$ 542,812	\$ –	\$ 500,558
Contributions of capital assets to governmental activities	–	–	–
Contributions of capital assets from others	713,125	–	658,162
(Increase) decrease in special assessment contributions receivable	(309,797)	–	–
Net book value on disposal of capital assets	–	–	–
Capital assets acquired through lease purchases	–	–	–
Capital assets acquired through software purchases	–	–	–
Increase (decrease) in capital assets from accounts and contracts payable	418,117	–	20,646

Nonmajor Funds	Totals		Governmental Activities – Internal Service Funds	
	Totals		Totals	
	2024	2023	2024	2023
\$ (220,186)	\$ 2,296,812	\$ 1,658,199	\$ (1,216,892)	\$ (4,504,301)
107,248	6,955,950	7,631,638	3,409,895	3,288,133
8,442	(145,856)	(93,001)	107,831	13,968
(375,401)	(1,213,266)	(133,875)	71,689	(58,530)
(29)	(1,603)	(107)	–	–
(3,292)	(7,575)	(6,469)	(23,753)	1,376
–	22,441	(37,540)	15,687	(47,336)
–	(50,059)	(28,476)	(157,668)	321,225
281	(22,758)	(62,981)	–	–
–	–	–	8,327	91,492
–	–	–	6,131,843	5,943,929
109,939	222,142	115,963	515,372	404,367
2,862	55,346	4,797	21,628	(3,475)
–	25,515	21,460	–	–
–	633	(513)	186	58
6,223	72,896	41,123	–	(2,150)
–	–	–	239,429	(704,646)
–	–	–	(8,123,370)	(28,010,787)
–	–	–	144,225	69,273
33,098	301,919	(100,902)	–	–
–	(40,111)	(12,484)	–	–
–	–	–	(156,758)	631,535
–	–	–	763,757	25,496,372
(110,629)	6,175,614	7,338,633	2,968,320	7,434,804
<u>\$ (330,815)</u>	<u>\$ 8,472,426</u>	<u>\$ 8,996,832</u>	<u>\$ 1,751,428</u>	<u>\$ 2,930,503</u>
\$ –	\$ 1,043,370	\$ 9,315,601	\$ 605,722	\$ 514,422
–	–	–	–	628,368
–	1,371,287	1,037,893	–	–
–	(309,797)	(1,216,492)	–	–
–	–	–	(7,083)	(90,920)
–	–	–	417,987	251,317
–	–	–	–	266,156
–	438,763	(152,815)	(35,613)	84,793

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CITY OF PLYMOUTH

Notes to Basic Financial Statements December 31, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The City of Plymouth, Minnesota (the City) was formed and operates pursuant to applicable Minnesota laws and statutes. On January 1, 1993, the City adopted a home rule charter and operates under a council-manager form of government. The council is composed of a mayor, four ward council members, and two at-large council members.

The accounting policies of the City conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The City's more significant accounting policies are described below.

B. Reporting Entity

In accordance with accounting principles generally accepted in the United States of America, these financial statements include the City (the primary government) and its component units. The City includes all funds, organizations, institutions, agencies, departments, and offices that are not legally separate from such. Component units are legally separate organizations for which elected officials of the City are financially accountable and are included within the basic financial statements of the City because of the significance of their operational or financial relationships with the City.

The City is considered financially accountable for a component unit if it appoints a voting majority of the organization's governing body and it is able to impose its will on the organization by significantly influencing the programs, projects, activities, or level of services performed or provided by the organization, or there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the City.

As a result of applying the component unit definition criteria above, certain organizations are presented in this report as blended component units (which are reported as if they were a part of the City) or discretely presented component units (which are reported separately of the City).

Blended Component Units

The City created the Economic Development Authority (EDA) in 2016. The EDA did not have financial activity during the year.

Discretely Presented Component Units

The component unit column in the government-wide statements includes the financial data of the City's discretely presented component unit. It is reported in a separate column to emphasize that it is legally separate from the City.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The Housing and Redevelopment Authority (HRA) of Plymouth is a separate legal entity governed by a board, which is appointed by the City Council. The Council reviews and approves the HRA tax levies and budgets, and the City provides major community development financing for HRA activities. Debt issued for HRA activities are city general obligation debt issues. The HRA is established to provide housing and redevelopment assistance to the City's citizens and to carry out certain housing and redevelopment projects and programs using city employees, which enables the City to meet federal and state housing requirements. The HRA provides assistance through general taxes and oversees operations of the City's Community Development Block Grant program.

The HRA operates the housing choice voucher program as a direct recipient from the Department of Housing and Urban Development. The HRA operates Plymouth Towne Square, a 99-unit senior independent living community for moderate and low-income Plymouth citizens. In addition, the HRA operates Vicksburg Crossing, a 96-unit senior independent community of which a portion of the units are available for moderate and low-income Plymouth citizens, and the remainder are market rate. Rental subsidies are made to tenants by a portion of the HRA property tax levy.

As the City appoints the HRA commission and has the ability to hire or dismiss those persons responsible for its day-to-day operations, the HRA is considered a component unit of the City.

The HRA does not publish separate financial statements. The financial statements are included in this report.

C. Government-Wide Financial Statement Presentation

The government-wide financial statements (Statement of Net Position and Statement of Activities) display information about the reporting government as a whole. These statements include all of the financial activities of the City. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which significantly rely upon sales, fees, and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other internally directed revenues are reported as general revenues.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes and special assessments are recognized as revenues in the fiscal year for which they are certified for levy. Grants and similar items are recognized when all eligibility requirements imposed by the provider have been met.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. However, charges between the City's enterprise funds and other functions are not eliminated, as that would distort the direct costs and program revenues reported in those functions. Depreciation/amortization expense is included in the direct expenses of each function. Interest on long-term debt is considered an indirect expense and is reported separately on the Statement of Activities.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Fund Financial Statement Presentation

Separate fund financial statements are provided for governmental and proprietary funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements. Aggregated information for the remaining nonmajor governmental funds is reported in a single column in the fund financial statements.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this basis of accounting, transactions are recorded in the following manner:

- 1. Revenue Recognition** – Revenue is recognized when it becomes measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days after year-end. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. Grants and similar items are recognized when all eligibility requirements imposed by the provider have been met. Proceeds of long-term debt are reported as other financing sources.

Major revenue that is susceptible to accrual includes property taxes, special assessments, intergovernmental revenue, charges for services, and interest earned on investments. Major revenue that is not susceptible to accrual includes licenses and permits, fees, and miscellaneous revenue. Such revenue is recorded only when received because it is not measurable until collected.

- 2. Recording of Expenditures** – Expenditures are generally recorded when a liability is incurred, except for principal and interest on long-term debt and other long-term obligations, which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as capital outlay expenditures in the governmental funds.

Proprietary fund financial statements are reported using the economic resources measurement focus and accrual basis of accounting, similar to the government-wide financial statements. Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the City’s enterprise funds and internal service funds are charges to customers for sales and services. The operating expenses for the enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation/amortization on capital assets. All revenues and expenses that do not meet this definition are reported as nonoperating revenues and expenses.

Aggregated information for the internal service funds is reported in a single column in the proprietary fund financial statements. Because the principal user of the internal services is the City’s governmental activities, the financial statements of the internal service funds are consolidated into the governmental column when presented in the government-wide financial statements. The cost of these services is reported in the appropriate functional activity.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Descriptions of Funds

The City reports the following major governmental funds:

General Fund – This fund is the City’s primary operating fund. It accounts for all financial resources of the general government, except those accounted for in another fund. This fund records revenues, such as property tax revenues, licenses and permits, fines and penalties, intergovernmental revenues, and investment earnings. Most of the current day-to-day operations of the governmental units are financed from this fund.

Transit System Fund – This special revenue fund accounts for revenues from the Minnesota vehicle excise tax and fares, and expenditures for the Plymouth Metrolink system.

General Capital Projects Fund – This capital project fund accounts for construction costs related to the City’s buildings and park improvements.

Street Replacement Fund – This capital project fund accounts for the accumulation of resources for major infrastructure repair and replacement.

Improvement Projects Fund – This capital project fund accounts for expenditures incurred in the construction of certain public improvements, such as residential streets, sidewalks, and storm sewers.

Tax Increment Projects Fund – This capital project fund accounts for expenditures incurred in the construction of public collector and distributor roadway improvements, drainage improvements, and other public development costs in the City.

The City reports the following major enterprise funds:

Water Sewer Utility Fund – This fund accounts for providing water and sewer services to the City’s residents.

Ice Center Fund – This fund accounts for the operations of the City’s ice center.

Water Resources Fund – This fund accounts for administering the City’s surface water plan, erosion control, wetland regulations, and environmental programs.

Additionally, the City reports the following fund type:

Internal Service Funds – Internal service funds account for central equipment, public facilities, information technology, risk management, employee benefits, and resource planning services provided to other departments of the City on a cost-reimbursement basis.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

E. Cash and Investments

The cash and investment balances of the City and its component unit funds are pooled and invested for the purpose of increasing earnings through investment activities. The pool's investments are reported at fair value at year end, based on market prices. The City has the ability and intent to hold its investments to maturity. The individual funds' portions of the pool's fair value are presented as "Cash and investments." Earnings from such investments are allocated to the respective funds on the basis of applicable cash balance participation by each fund.

The City considers cash and cash equivalents in proprietary funds to be cash on hand and demand deposits. In addition, because the pool is sufficiently liquid to permit withdrawal of cash at any time without prior notice or penalty, equity in the pool is also deemed to be a cash equivalent.

The City categorizes its fair value measurements within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the valuation inputs used to measure the fair value of the assets. Level 1 inputs are quotes prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

See Note 3 of the notes to basic financial statements for the City's recurring fair value measurements as of year-end.

F. Receivables

Trade receivables include amounts billed for services provided before year-end. Unbilled utility enterprise fund receivables account for the majority of these receivables. The City annually certifies delinquent water and sewer accounts to the County for collection in the following year. Therefore, there has been no allowance for doubtful accounts established. The only receivables not expected to be collected within one year are leases receivable, property taxes receivable, special assessments receivable, notes receivable, and interest on notes receivable.

G. Interfund Receivables and Payables

During the course of operations, transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" and are short-term in nature. Advances to other funds and advances from other funds are considered long-term receivables/payables. Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as "internal balances."

H. Property Taxes

The City Council annually adopts a tax levy and certifies it to the county in December (levy/assessment date) of each year for collection in the following year. The county is responsible for billing and collecting all property taxes for itself, the City, the local school district, and other taxing authorities. Such taxes become a lien on January 1 and are recorded as receivables by the City. The City has no ability to enforce payment of property taxes by property owners. The county possesses this authority. The county spreads all levies over taxable property.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Within the governmental fund financial statements, property taxes are accrued and recognized as revenue, excluding delinquent taxes received over 60 days after year-end. Taxes that remain unpaid are classified as delinquent taxes receivable and are fully offset by unavailable revenue, because they are not known to be available to finance current expenditures. An allowance for abated taxes has been recorded as a reduction in property tax revenue and unavailable revenue. Unavailable revenue in governmental activities is susceptible to full accrual on the government-wide statements. Real property taxes may be paid by taxpayers in two equal installments, on May 15 and October 15. Personal property taxes may be paid on May 15. The county provides tax settlements to cities and other taxing districts four times a year, in June, July, December, and January of the following year. No allowance for uncollectible taxes has been provided because such amounts are not expected to be material.

I. Special Assessments

Special Assessments are levied against benefited properties for the cost, or a portion of the cost, of special assessment improvement projects in accordance with Minnesota Statutes. These assessments are collectible by the City over a term of years. Collection of annual installments (including interest) is handled by the County Auditor in the same manner as property taxes. Property owners are allowed to prepay future installments without interest or prepayment penalties.

Within the governmental fund financial statements, special assessment principal installments are recognized as revenue when they become measurable and available. Special assessment interest revenues are recognized when due, net of delinquencies. Unavailable revenue in governmental activities is susceptible to full accrual on the government-wide statements. Governmental fund special assessments receivable which remain unpaid on December 31 are offset by a deferred inflow of resources in the governmental fund financial statements. At year-end, the City has recorded \$33,168 of delinquent special assessments receivable.

J. Notes Receivable

The City and the HRA, in efforts to further develop the community, lend funds to certain developers for specific projects and to homeowners for first-time home buyer purchases as notes receivable. The disbursements under the notes are recorded as current expenditures. The note receivable is also recorded with a corresponding unavailable revenue amount. As the notes are repaid, the repayments are recorded as current revenue, and the notes receivable and unavailable revenue amounts are reduced accordingly. Unavailable revenue in governmental activities is susceptible to full accrual on the government-wide statements. The notes receivable of the City and HRA have a balance of \$3,387,571. These notes have interest rates ranging from 1.0 percent to 5.0 percent.

As part of the rehabilitation program, interest-free loans are given to low and moderate-income households to maintain, repair, and improve their homes. The loan disbursements are recorded as current expenditures. Payments are deferred and loans are forgiven after 20 years if the homeowner continues to own and occupy the home. The HRA does not recognize notes receivable and corresponding unavailable revenue on these loans. If the property is sold within 20 years, the loan is required to be repaid and is recorded as current revenue.

K. Inventories and Prepaid Items

Inventories of supplies are valued at cost, while inventories held for resale are valued at the lower of cost or market value, on a first-in, first-out method. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of inventories and prepaid items is recorded as expenses/expenditures when consumed rather than when purchased.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

L. Property Held for Resale

Property is acquired by the City for redevelopment purposes. Property held for resale is reported as an asset in the government-wide and fund financial statements. These assets are reported at the lower of cost or acquisition value.

M. Subscription-Based Information Technology Arrangements (SBITAs)

A SBITA is a contract that conveys control of the right to use another party's information technology (IT) software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction. The City has entered into certain SBITAs for financial and public safety technology. Capital assets associated with SBITAs are presented separately from other capital assets in Note 6 of the notes to basic financial statements and are amortized in a systematic and rational manner over the shorter of the subscription term or the useful life of the underlying IT assets. When applicable, a subscription liability is reported in Note 7 of the notes to basic financial statements to include the terms and related disclosures associated with any subscription liability.

N. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements and proprietary fund financial statements.

Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Groups of similar assets acquired at or near the same time for a single objective, with individual costs below this threshold, are also capitalized if the aggregate cost of the assets is considered significant. Donated capital assets are recorded at estimated acquisition value at the date of donation. SBITA capital assets are recorded based on the measurement of any subscription liability plus the payments due to a SBITA vendor at the commencement of the subscription term, including any applicable initial implementation costs as defined in the standard. Lease assets are recorded based on the measurement of payments applicable to the lease term. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

In the case of the initial capitalization of general infrastructure assets (i.e., those reported by governmental activities) the City chose to include all such items regardless of their acquisition date or amount. The City was able to estimate the historical cost for the initial reporting of these assets through back-trending (i.e., estimating the current replacement cost of the infrastructure to be capitalized and using an appropriate price level index to deflate the cost to the acquisition year or estimated acquisition year).

Land and construction in progress are not depreciated. SBITAs are amortized in a systematic and rational manner over the shorter of the subscription term or the useful life of the underlying IT assets. Lease assets are amortized over the term of the lease or over the useful life of the applicable asset class listed below, if future ownership is anticipated. Property, plant, and equipment of the primary government, as well as the component unit, is depreciated using the straight-line method over the following estimated useful lives:

Buildings	5–50 years
Improvements other than buildings	10–25 years
Machinery and equipment	2–20 years
Infrastructure	15–100 years
Collection/distribution systems	15–100 years

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

O. Compensated Absences

The City recognizes a liability for compensated absences for leave time that (1) has been earned for services previously rendered by employees, (2) accumulates and is allowed to be carried over to subsequent years, and (3) is more likely than not to be used as time off or paid during or upon separation from employment. Based on the criteria listed, certain types of leave qualify for liability recognition for compensated absences that differ between bargaining units. The liability for compensated absences is reported as incurred in the government-wide and proprietary fund financial statements. A liability for compensated absences is recorded in the governmental funds only if the liability has matured because of employee resignations or retirements. The liability for compensated absences includes salary-related benefits, where applicable.

Employees accrue *vacation/annual leave* at increments based on years of service. Such pay is reflected as a liability in the employee benefit fund, as well as the government-wide Statement of Net Position. The related expenses/expenditures are reflected on the fund statements based on each employees' distribution. The City compensates all employees upon termination for unused leave up to a maximum of 480 hours.

Employees accrue *extended illness leave* up to a maximum lifetime accrual of 600 hours. They are entitled to draw upon their banks for approved leave extending beyond three weeks in duration. This type of leave is expensed/expended as it is paid from all funds. Employees are not compensated upon termination for remaining balances.

P. Long-Term Obligations

In the government-wide and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities. Bond premiums and discounts, if material, are deferred and amortized over the life of the bonds using the straight-line method. Bond issuance costs are expensed in the period incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

Q. Interfund Activity

Interfund services provided and used are accounted for as revenues and expense/expenditures. Transactions that constitute reimbursements to a fund for expense/expenditures initially made from it that are properly applicable to another fund are recorded as expense/expenditures in the reimbursing fund and as reductions of expense/expenditures in the fund that is reimbursed. All other interfund transactions are reported as transfers.

R. Deferred Outflows/Inflows of Resources

In addition to assets and liabilities, the statement of financial position will sometimes report a separate section for deferred outflows or inflows of resources. These separate financial elements represent a consumption or acquisition of net assets that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) or an inflow of resources (revenue) until then.

The City reports deferred outflows and inflows of resources related to pensions and other post-employment benefits (OPEB) in the government-wide and proprietary fund Statements of Net Position. These deferred outflows and inflows result from differences between expected and actual economic experience, changes in actuarial assumptions, differences between projected and actual investment earnings, changes in proportion, and contributions to the plan subsequent to the measurement date and before the end of the reporting period. These amounts are deferred and amortized as required under pension and OPEB standards.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The City reports deferred inflows of resources related to lease receivables in the government-wide and proprietary fund Statements of Net Position and governmental funds Balance Sheet, which requires lessors to recognize deferred inflows of resources to correspond to lease receivables. These amounts are deferred and amortized in a systematic and rationale manner over the term of the lease.

Unavailable revenue from notes and related interest, taxes, special assessments, and other receivables arises under a modified accrual basis of accounting and is reported only in the governmental funds Balance Sheet. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

S. State-Wide Pension Plans

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from the PERA's fiduciary net position have been determined on the same basis as they are reported by the PERA. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments, and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

T. Risk Management

The City is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the City carries insurance. The City obtains insurance through participation in the League of Minnesota Cities Insurance Trust (LMCIT), which is a risk-sharing pool with other governmental units. The City pays an annual premium to the LMCIT for its workers' compensation and property and casualty insurance. The LMCIT is self-sustaining through member premiums and will reinsure for claims above a prescribed dollar amount for each insurance event. There were no significant reductions in insurance from the previous year or settled claims in excess of insurance coverage for any of the past three fiscal years.

The City uses the Risk Management Internal Service Fund to account for the self-insurance workers' compensation program and the Employee Benefits Internal Service Fund to account for the self-insured dental program. Fund revenues are primarily charges to other funds and investment earnings.

Liabilities of the fund are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred, but not reported. This estimate is not an exact amount as it depends on many complex factors, such as inflation, changes in legal doctrines, and damage awards. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claim settlement trends (including frequency and amount of payouts), and other economic and social factors. The estimate of the claims liability also includes amounts for incremental claim adjustment expenses related to specific claims and other claim adjustment expenses regardless of whether amounts are allocated to specific claims. Estimated recoveries, such as from salvage or subrogation, are another component of the claims liability estimate.

Changes in the balances of workers' compensation claims liabilities during the past two years ended December 31 were as follows:

	2024	2023
Liability at beginning of year	\$ 931,715	\$ 640,050
Incurred claims and changes in estimates	463,591	420,103
Claims paid	(193,206)	(128,438)
Liability at end of year	<u>\$ 1,202,100</u>	<u>\$ 931,715</u>

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Changes in the balances of dental claims liabilities during the past two years ended December 31 were as follows:

	2024	2023
Liability at beginning of year	\$ 67,892	\$ 65,072
Incurred claims and changes in estimates	335,351	294,865
Claims paid	(298,411)	(292,045)
Liability at end of year	<u>\$ 104,832</u>	<u>\$ 67,892</u>

U. Net Position Classifications and Flow Assumptions

In the government-wide and proprietary fund financial statements, net position represents the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources. Net position is displayed in three components:

- **Net Investment in Capital Assets** – Consists of capital assets, net of accumulated depreciation and amortization, reduced by any outstanding debt attributable to acquire capital assets.
- **Restricted Net Position** – Consists of net position restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, or laws or regulations of other governments or enabling legislation.
- **Unrestricted Net Position** – All remaining net position that do not meet the definition of “restricted” or “net investment in capital assets.”

When both restricted and unrestricted resources are available for use, it is the City’s policy to first use restricted resources, then use unrestricted resources as they are needed.

V. Fund Balance Classifications and Flow Assumptions

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. These classifications are as follows:

- **Nonspendable** – Consists of amounts that are not in spendable form, such as prepaid items, inventory, other long-term assets, and the corpus (or principal) of a permanent fund that is required to be maintained intact.
- **Restricted** – Consists of amounts where there are limitations imposed on their use through external restrictions imposed by creditors, grantors, laws, or regulations of other governments, or enabling legislation.
- **Committed** – Consists of internally imposed constraints that are established by resolution of the City Council. Those committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- **Assigned** – Consists of internally imposed constraints. These constraints consist of amounts intended to be used by the City for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds, assigned amounts represent intended uses established by the governing body itself or by an official to which the governing body delegates the authority. Pursuant to City Council resolution, the city manager, deputy city manager, or director of finance are authorized to establish assignments of fund balance.
- **Unassigned** – The residual classification for the General Fund, which also reflects negative residual amounts in other funds.

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, then use unrestricted resources as they are needed. When committed, assigned, or unassigned resources are available for use, it is the City's policy to use resources in the following order: 1) committed, 2) assigned, and 3) unassigned.

W. Use of Estimates

The preparation of financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect the reported amounts and disclosures in the financial statements. Actual results could differ from those estimates.

X. Comparative Data/Reclassifications

Comparative total information for the prior year has been presented only for the fund financial statements in order to provide an understanding of the changes in the financial position and operations of these funds. Also, certain amounts presented in the prior year have been reclassified in order to be consistent with the current year's presentation.

Y. Change in Accounting Principle

During the year ended December 31, 2024, the City implemented GASB Statement No. 101, *Compensated Absences*. This statement provided new guidance on accounting and reporting for compensated absences. Implementation of this new guidance resulted in the restatement of beginning net position for the cumulative effect of this change. The beginning net position was reduced by \$1,987,164 in governmental activities in the government-wide financial statements and by the same amount in the proprietary fund financial statements within the Employee Benefits Internal Service Fund. See Note 7 of the notes to basic financial statements for additional details on this change in the current year.

NOTE 2 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgets and Budgetary Accounting

Budgets are adopted on a basis consistent with generally accepted accounting principles. Annual appropriated budgets are adopted for the General Fund and certain special revenue funds.

Budgeted amounts are as originally adopted, or as amended by the City Council. All budgetary amendments and transfers require approval of the City Council. Budgeted expenditure appropriations lapse at year-end.

Encumbrance accounting is employed in governmental funds. Encumbrances (e.g., purchase orders, contracts) outstanding at year-end are reported as assignments of fund balances and do not constitute expenditures or liabilities because the resources will be reappropriated and honored during the subsequent year.

NOTE 2 – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY (CONTINUED)

The City follows the procedures below in establishing the budgetary data reflected in the enclosed financial statements:

1. The city manager submits to the City Council a proposed operating budget for the fiscal year commencing the following January 1. The operating budget includes proposed expenditures and the means of financing them.
2. A public hearing is held to obtain taxpayer comments.
3. The budget is legally enacted through passage of a resolution.
4. The City Council may authorize transfers of budgeted amounts between city funds.
5. The City legally adopts budgets and formal budgetary integration is employed as a management control device during the year for the General Fund and certain Special Revenue Funds (Transit System Fund, Recreation Fund, Community Development Block Grant Fund and Destination Marketing Organization Fund).
6. Formal budgetary integration is not employed for debt service funds because effective budgetary control is alternatively achieved through bond indenture provisions, or for Capital Projects Funds because budgetary control is alternatively achieved through the use of project controls.
7. The legal level of budgetary control is at the fund level. Monitoring of budgets is maintained at the expenditure category level (i.e., salaries, wages, and benefits; material, supplies, and services; capital outlay) within each activity. This means that General Fund and certain Special Revenue Fund individual line items may overspend budgeted amounts without council approval as long as the actual fund expenditures do not exceed the total fund budget.

B. Excess of Expenditures Over Appropriations

For the year ended December 31, 2024, expenditures exceeded budget by \$284,827 in the Transit System Special Revenue Fund and by \$439,808 in the Recreation Special Revenue Fund. These variances were funded by revenues in excess of budget and available fund balance. Expenditures in excess of budget were approved by the City Council either through the disbursement process or separate City Council action.

C. Deficit Fund Net Position/Fund Balance

The following funds had a deficit fund net position or deficit fund balance as of December 31, 2024. The Improvement Projects Fund deficit fund balances will be eliminated with future revenues and transfers from other funds. The Employee Benefits Fund deficit net position will remain until which time the net pension liability and total OPEB liability are fully funded.

<u>Fund</u>	<u>Fund Balance/ Net Position</u>
Primary government	
Governmental funds	
Capital project fund	
Improvement Projects Fund	\$ (417,439)
Proprietary funds	
Internal service fund	
Employee Benefits Fund	\$ (27,348,664)

NOTE 3 – CASH AND INVESTMENTS

A. Components of Cash and Investments

Cash and investments at year-end consist of the following:

	Primary Government	Component Unit	Total
Investments	\$ 161,317,321	\$ 6,723,819	\$ 168,041,140
Deposits	365,284	151,269	516,553
Cash on hand	9,840	—	9,840
Total	<u>\$ 161,692,445</u>	<u>\$ 6,875,088</u>	<u>\$ 168,567,533</u>

B. Deposits

In accordance with applicable Minnesota Statutes, the City and its component unit maintain deposits at depository banks authorized by the City Council, including checking and savings accounts.

The following is considered the most significant risk associated with deposits:

Custodial Credit Risk – In the case of deposits, this is the risk that in the event of a bank failure, the City’s deposits may be lost.

Minnesota Statutes require that all deposits be protected by federal deposit insurance, corporate surety bond, or collateral. The fair value of collateral pledged must equal 110 percent of the deposits not covered by federal deposit insurance or corporate surety bonds. Authorized collateral includes treasury bills, notes, and bonds; issued of U.S. governmental agencies; general obligations rate “A” or better; revenue obligations rate “AA” or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The City has no additional deposit policies addressing custodial credit risk.

At year-end, the carrying amount and balance on the bank records of the City’s deposits was \$365,284. The carrying amount and balance on the bank records of the component unit’s deposits was \$151,269. At year-end, all deposits were fully covered by federal depository insurance or by collateral held by the City’s agent in the City’s name.

NOTE 3 – CASH AND INVESTMENTS (CONTINUED)

C. Investments

The City and its component unit have the following cash and investment balances at year-end:

Investment Type	Credit Risk		Fair Value Measurements Using	Interest Risk – Maturity Duration in Years				Total
	Rating	Agency		Less Than 1	1 to 5	6 to 10	11 to 15	
U.S. government securities								
U.S. treasuries	N/A	N/A	Level 2	\$ –	\$ 943,690	\$ –	\$ –	\$ 943,690
Governmental National Mortgage Association	N/A	N/A	Level 2	2,942	31,820	234,432	–	269,194
U.S. agency securities								
Federal Agriculture Mortgage Corporation	AA	S&P	Level 2	–	1,804,020	2,487,720	–	4,291,740
Federal Farm Credit Bank	AA	S&P	Level 2	–	1,900,760	–	–	1,900,760
Federal Home Loan Bank	AA	S&P	Level 2	–	7,158,090	–	–	7,158,090
Federal Home Loan Mortgage Corporation	AA	S&P	Level 2	–	1,997,560	–	–	1,997,560
Federal National Mortgage Association	AA	S&P	Level 2	7,012,684	14,551,686	6,517,548	–	28,081,918
Municipal bonds	AAA	S&P	Level 2	995,680	12,172,648	7,843,898	–	21,012,226
Municipal bonds	AAA	Moody's	Level 2	999,170	3,113,217	845,120	–	4,957,507
Municipal bonds	AA	S&P	Level 2	4,290,930	9,303,080	6,317,059	–	19,911,069
Municipal bonds	AA	Moody's	Level 2	1,489,083	18,393,929	7,655,339	1,976,679	29,515,030
Municipal bonds	A	Moody's	Level 2	–	–	2,282,193	–	2,282,193
Negotiable certificates of deposit	N/R	N/A	Level 2	6,147,830	9,889,214	498,414	–	16,535,458
Banker acceptances	N/R	N/A	Level 2	2,987,522	–	–	–	2,987,522
U.S. Bank Commercial Paper	A-1	S&P	Level 2	3,047,268	–	–	–	3,047,268
Investment pools – money markets								
First American Government Fund	AAA	S&P	Level 1	23,149,915	–	–	–	23,149,915
Total investments				<u>\$ 50,123,024</u>	<u>\$ 81,259,714</u>	<u>\$ 34,681,723</u>	<u>\$ 1,976,679</u>	168,041,140
Deposits								516,553
Cash on hand								9,840
Total cash and investments								<u>\$ 168,567,533</u>

N/R – Not Rated
N/A – Not Applicable

Investments are subject to various risks; the following of which are considered the most significant:

Custodial Credit Risk – For investments, this is the risk that in the event of a failure of the counterparty to any investment transaction (typically a broker-dealer) the City would not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's investment policy addresses this risk by requiring that securities be held by a third party custodian.

Concentration Risk – This is the risk associated with investing a significant portion of the City's investments (considered 5.0 percent or more) in the securities of a single issuer, excluding U.S. guaranteed investments (such as treasuries), investment pools, and mutual funds. It is the City's policy to limit its investment in commercial paper to no more than 20.0 percent of the total portfolio. At year-end, the City's investment in the Federal National Mortgage Association represented 16.7 percent of the total investments of the City.

Interest Rate Risk – This is the risk of potential variability in the fair value of fixed rate investments resulting from changes in interest rates (the longer the period for which an interest rate is fixed, the greater the risk). The City does have an investment policy which requires diversification in terms of maturity and limits the maximum maturity of an investment to 15 years.

NOTE 3 – CASH AND INVESTMENTS (CONTINUED)

Credit Risk – This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Minnesota Statutes limit the City’s investments to direct obligations or obligations guaranteed by the United States or its agencies; shares of investment companies registered under the Federal Investment Company Act of 1940 that receive the highest credit rating, are rated in one of the two highest rating categories by a statistical rating agency, and all of the investments have a final maturity of 13 months or less; general obligations rated “A” or better; revenue obligations rated “AA” or better; general obligations of the Minnesota Housing Finance Agency rated “A” or better; bankers’ acceptances of United States banks eligible for purchase by the Federal Reserve System; commercial paper issued by United States corporations or their Canadian subsidiaries, rated of the highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less; Guaranteed Investment Contracts guaranteed by a United States commercial bank, domestic branch of a foreign bank, or a United States insurance company, and with a credit quality in one of the top two highest categories; repurchase or reverse purchase agreements and securities lending agreements with financial institutions qualified as a “depository” by the government entity, with banks that are members of the Federal Reserve System with capitalization exceeding \$10,000,000, that are a primary reporting dealer in U.S. government securities to the Federal Reserve Bank of New York, or certain Minnesota securities brokers-dealers. This risk is addressed by confining investments to those securities specifically authorized by state statutes and the City’s investment policy. It is the City’s policy to limit its investments in the authorized investment types to those rated in the top rating tiers issued by nationally recognized statistical rating organizations.

NOTE 4 – LEASES RECEIVABLE

The City has entered into lease receivable agreements for cell tower rental space and training space on city property. The leases are reported using interest rates ranging from 0.31 percent to 1.53 percent with a final maturity through fiscal 2050. During the current year, the City recognized revenue for principal payments of \$529,989 and interest payments of \$67,372 on these lease agreements. The City reported receivable balances totaling \$5,382,358 on leases at year-end.

NOTE 5 – INTERFUND TRANSACTIONS

A. Due To and From Other Funds

Due from other funds and due to other funds are short-term receivables/payables within the financial statements and are due to short-term cash deficits and utility charges. The composition of interfund balances as of year-end, was as follows:

Receivable Fund	Payable Fund	Amount
Water Sewer Utility	General	\$ 5,430
Water Sewer Utility	Transit System	214
Water Sewer Utility	Improvement Projects	65
Water Sewer Utility	Ice Center	3,870
Water Sewer Utility	Internal Service Funds	1,679
Water Resources	General	6,311
Water Resources	Transit System	1,223
Water Resources	Improvement Projects	29
Water Resources	Water Sewer Utility	646
Water Resources	Ice Center	1,412
Water Resources	Internal Service Funds	886
Nonmajor Enterprise	General	18
Nonmajor Enterprise	Improvement Projects	28
		<u>\$ 21,811</u>

NOTE 5 – INTERFUND TRANSACTIONS (CONTINUED)

B. Advances To and Advances From Other Funds

Advances to other funds and advances from other funds represent interfund borrowing to provide interim financing for construction projects or other purposes. Such loans bear interest at rates ranging between 1.5 – 5.0 percent. The composition of advances to and advances from other funds as of year-end, was as follows:

Receivable Fund	Payable Fund	Amount
Water Sewer Utility	Street Replacement	\$ 3,120,000
General Capital Projects	Tax Increment Projects	25,000
Nonmajor Governmental	Ice Center	122,107
		<u>\$ 3,267,107</u>

C. Transfers In and Transfers Out

Transfers in and transfers out for the year ended December 31, 2024 were as follows:

	Transfers In				
	General	General Capital Projects	Street Replacement	Improvement Projects	Tax Increment Projects
Transfers out					
General	\$ –	\$ 4,325,964	\$ –	\$ –	\$ –
General Capital Projects	–	–	–	49,014	–
Street Replacement	779,200	–	–	13,832,940	–
Improvement Projects	67,041	–	72,764	–	–
Nonmajor Governmental Funds	3,300	12,821,528	–	11,070,881	1,688,736
Water Sewer Utility	43,300	613	–	5,520,043	–
Water Resources	9,200	350,164	–	796,233	–
Internal Service Funds	447,782	–	–	–	–
Total	<u>\$ 1,349,823</u>	<u>\$ 17,498,269</u>	<u>\$ 72,764</u>	<u>\$ 31,269,111</u>	<u>\$ 1,688,736</u>
	Transfers In				
	Nonmajor Governmental Funds	Water Sewer Utility	Ice Center	Internal Service Funds	Total
Transfers out					
General	\$ –	\$ –	\$ –	\$ 198,133	\$ 4,524,097
General Capital Projects	1,217,993	–	370,134	2,950,000	4,587,141
Street Replacement	4,852	–	–	–	14,616,992
Improvement Projects	100,542	130,971	–	30,102	401,420
Nonmajor Governmental Funds	–	–	–	–	25,584,445
Water Sewer Utility	–	–	–	–	5,563,956
Water Resources	–	–	–	–	1,155,597
Internal Service Funds	–	232,052	–	84,403	764,237
Total	<u>\$ 1,323,387</u>	<u>\$ 363,023</u>	<u>\$ 370,134</u>	<u>\$ 3,262,638</u>	<u>\$ 57,197,885</u>

NOTE 5 – INTERFUND TRANSACTIONS (CONTINUED)

Transfers are made in accordance with budget appropriations or as approved by the City Council for special funding of city activities. The purpose of transfers is to provide funding for capital improvement projects, capital outlay, and operating purposes, to return unused funds, and other miscellaneous items. Generally, transfers are used to move revenues from the fund that collects them to the fund that the budget requires to expend them.

During the year ended December 31, 2024, a majority of the transfers were for purposes identified above, with capital project funds making transfers to support capital-related spending. Transfers in the current year also included amounts to support debt service requirements. These transfers were largely as planned in the budget or anticipated in debt and capital financing plans. The General Fund made an unplanned transfer of \$4,325,964 to the General Capital Projects Fund in accordance with the City's fund balance policy.

NOTE 6 – CAPITAL ASSETS

A. City (Primary Government)

Capital asset activity of the City for the year was as follows:

	Beginning Balance	Additions	Disposals	Completed Construction	Transfers	Ending Balance
Primary government						
Governmental activities						
Capital assets, not depreciated/amortized						
Land	\$ 48,350,959	\$ 3,843,492	\$ –	\$ –	\$ –	\$ 52,194,451
Construction in progress	30,318,382	39,571,821	–	(6,600,647)	(1,043,370)	62,246,186
Total capital assets, not depreciated/amortized	78,669,341	43,415,313	–	(6,600,647)	(1,043,370)	114,440,637
Capital assets, depreciated/amortized						
Buildings	113,573,262	20,789	–	189,695	–	113,783,746
Improvements other than buildings	40,758,803	72,957	(16,825)	347,121	–	41,162,056
Machinery and equipment	55,137,668	2,977,683	(1,069,071)	830,992	–	57,877,272
Machinery and equipment – leased	1,013,305	417,987	–	–	–	1,431,292
Infrastructure	391,868,697	778,115	–	5,232,839	–	397,879,651
Technology subscriptions	266,156	–	–	–	–	266,156
Total capital assets, depreciated/amortized	602,617,891	4,267,531	(1,085,896)	6,600,647	–	612,400,173
Less accumulated depreciation/amortization on						
Buildings	(28,350,711)	(3,001,231)	–	–	–	(31,351,942)
Improvements other than buildings	(21,264,407)	(1,620,498)	16,825	–	–	(22,868,080)
Machinery and equipment	(31,659,367)	(3,812,408)	1,061,988	–	–	(34,409,787)
Machinery and equipment – leased	(348,386)	(349,818)	–	–	–	(698,204)
Infrastructure	(255,590,104)	(11,142,130)	–	–	–	(266,732,234)
Technology subscriptions	(61,600)	(100,769)	–	–	–	(162,369)
Total accumulated depreciation/amortization	(337,274,575)	(20,026,854)	1,078,813	–	–	(356,222,616)
Total capital assets, depreciated/amortized	265,343,316	(15,759,323)	(7,083)	6,600,647	–	256,177,557
Governmental activities net capital assets	\$ 344,012,657	\$ 27,655,990	\$ (7,083)	\$ –	\$ (1,043,370)	\$ 370,618,194
	Beginning Balance	Additions	Disposals	Completed Construction	Transfers	Ending Balance
Primary government						
Business-type activities						
Capital assets, not depreciated/amortized						
Land	\$ 3,280,938	\$ –	\$ –	\$ –	\$ –	\$ 3,280,938
Construction in progress	1,594,040	5,936,673	–	(1,571,200)	–	5,959,513
Total capital assets, not being depreciated/amortized	4,874,978	5,936,673	–	(1,571,200)	–	9,240,451
Capital assets, depreciated/amortized						
Buildings	64,325,884	13,895	–	–	–	64,339,779
Improvements other than buildings	12,059,442	66,322	–	4,800	–	12,130,564
Machinery and equipment	20,242,706	5,978	(4,558)	565,497	–	20,809,623
Collection/distribution systems	184,203,821	1,304,965	(57,344)	1,000,903	1,043,370	187,495,715
Total capital assets, depreciated/amortized	280,831,853	1,391,160	(61,902)	1,571,200	1,043,370	284,775,681
Less accumulated depreciation/amortization on						
Buildings	(36,824,032)	(1,724,047)	–	–	–	(38,548,079)
Improvements other than buildings	(4,136,683)	(367,727)	–	–	–	(4,504,410)
Machinery and equipment	(17,491,482)	(530,050)	4,558	–	–	(18,016,974)
Collection/distribution systems	(63,332,955)	(4,334,126)	57,344	–	–	(67,609,737)
Total accumulated depreciation/amortization	(121,785,152)	(6,955,950)	61,902	–	–	(128,679,200)
Total capital assets, depreciated/amortized	159,046,701	(5,564,790)	–	1,571,200	1,043,370	156,096,481
Business-type activities net capital assets	\$ 163,921,679	\$ 371,883	\$ –	\$ –	\$ 1,043,370	\$ 165,336,932

NOTE 6 – CAPITAL ASSETS (CONTINUED)

Depreciation and amortization expense was charged to functions/programs of the City as follows:

Primary government	
Governmental activities	
General government	\$ 217,048
Parks and recreation	3,660,680
Public safety	1,428,371
Public works	11,171,850
Public service	139,010
Capital assets held by the government's internal service funds are charged to the various functions based on their usage of the assets	<u>3,409,895</u>
Total depreciation/amortization expense – governmental activities	<u>\$ 20,026,854</u>
Business-type activities	
Water sewer utility	\$ 4,611,832
Ice center	721,686
Water resources	1,515,184
Nonmajor – solid waste management	5,684
Nonmajor – fieldhouse	<u>101,564</u>
Total depreciation/amortization expense – business-type activities	<u>\$ 6,955,950</u>

The City has active construction projects at year-end. The projects include street improvements, construction of city capital assets, water and sewer facilities, and park and recreation facilities. At year-end, the commitments are as follows:

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>
Primary government		
Park improvement	\$ 332,819	\$ –
Residential streets	2,338,710	–
Water and sewer utility	–	1,147,833
Water resources management	<u>–</u>	<u>357,844</u>
Total	<u>\$ 2,671,529</u>	<u>\$ 1,505,677</u>

NOTE 6 – CAPITAL ASSETS (CONTINUED)

B. HRA (Component Unit)

	Beginning Balance	Additions	Disposals	Ending Balance
Component unit				
Governmental activities				
Capital assets, not depreciated/amortized				
Land	\$ 152,553	\$ –	\$ –	\$ 152,553
Capital assets, depreciated/amortized				
Buildings	1,023,865	–	(363,752)	660,113
Improvements other than buildings	37,250	–	–	37,250
Total capital assets, depreciated/amortized	1,061,115	–	(363,752)	697,363
Less accumulated depreciation/amortization on				
Buildings	(128,744)	(28,627)	107,863	(49,508)
Improvements other than buildings	(4,966)	(2,484)	–	(7,450)
Total accumulated depreciation/amortization	(133,710)	(31,111)	107,863	(56,958)
Total capital assets, depreciated/amortized	927,405	(31,111)	(255,889)	640,405
Governmental activities net capital assets	<u>\$ 1,079,958</u>	<u>\$ (31,111)</u>	<u>\$ (255,889)</u>	<u>\$ 792,958</u>
Component unit	Beginning Balance	Additions	Disposals	Ending Balance
Business-type activities				
Capital assets, not depreciated/amortized				
Land	\$ 1,333,840	\$ –	\$ –	\$ 1,333,840
Construction in progress	33,575	2,359	–	35,934
Total capital assets, not depreciated/amortized	1,367,415	2,359	–	1,369,774
Capital assets, depreciated/amortized				
Buildings	16,867,227	–	–	16,867,227
Improvements other than buildings	489,172	5,200	–	494,372
Machinery and equipment	1,288,383	121,095	(37,602)	1,371,876
Machinery and equipment – leased	19,139	–	–	19,139
Total capital assets, depreciated/amortized	18,663,921	126,295	(37,602)	18,752,614
Less accumulated depreciation/amortization on				
Buildings	(9,998,924)	(483,627)	–	(10,482,551)
Improvements other than buildings	(338,829)	(21,253)	–	(360,082)
Machinery and equipment	(799,838)	(66,497)	24,211	(842,124)
Machinery and equipment – leased	(5,211)	(5,453)	–	(10,664)
Total accumulated depreciation/amortization	(11,142,802)	(576,830)	24,211	(11,695,421)
Total capital assets, depreciated/amortized	7,521,119	(450,535)	(13,391)	7,057,193
Business-type activities net capital assets	<u>\$ 8,888,534</u>	<u>\$ (448,176)</u>	<u>\$ (13,391)</u>	<u>\$ 8,426,967</u>

Depreciation and amortization expense was charged to functions/programs of the HRA as follows:

Component unit	
Governmental activities	
Public service	<u>\$ 31,111</u>
Business-type activities	
Plymouth Towne Square	\$ 216,768
Vicksburg Crossing	<u>360,062</u>
Total depreciation/amortization expense – business-type activities	<u>\$ 576,830</u>

NOTE 7 – LONG-TERM DEBT

A. General Obligation Bonds and Notes Payable

General obligation bonds are direct obligations and pledge the full faith and credit of the City. If revenues are not adequate to retire outstanding debt, the City's full faith and credit are pledged for their redemption.

Primary Government – The City issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities. These bonds will be paid by the City's debt service funds.

Component Unit – The HRA issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for business-type activities. These bonds and notes will be paid by the Vicksburg Crossing Enterprise Fund.

The City and its component unit currently have the following general obligation bonds payable outstanding:

	Interest Rate	Original Issue	Final Maturity Date	Principal Outstanding
Primary government				
Governmental activities				
General obligation bonds				
G.O. Tax Abatement Bonds 2020A	2.000–4.000%	\$ 38,965,000	02/01/2041	\$ 35,520,000
G.O. Capital Improvements Bonds 2021A	1.625–3.000%	\$ 19,915,000	02/01/2042	<u>19,090,000</u>
Total governmental activities				<u>\$ 54,610,000</u>
Component unit				
Business-type activities				
General obligation bonds				
Government Housing Project				
Refunding Bonds 2021A	1.000–3.000%	\$ 6,920,000	02/01/2035	<u>\$ 6,030,000</u>

B. Finance Purchases Payable

Primary Government – From time to time the City has entered into agreements to finance mobile and technology equipment for the City. The agreements fully mature by August 2027. There was no stated interest included on these agreements and management determined the amount to be trivial to the financial statements. Annual principal on these agreements will be paid from the Central Equipment and Information Technology Internal Service Funds. Terms of the agreement include rights and remedies for the debtor upon default that provide for repossession of the property and allow the debtor to take action to be made whole for amounts within the agreement. At December 31, 2024, a balance of \$36,000 remained outstanding on these finance purchases payable.

C. Leases Payable

Primary Government – The City has entered into agreements to lease vehicles and technology equipment for the organization. The lease agreements fully mature by fiscal 2029. Imputed interest used for these leases range between 0.51 percent and 3.14 percent. Annual principal and interest on these agreements will be paid from the Central Equipment and Information Technology Internal Service Funds. Terms of the leases include rights and remedies for the debtor upon default that provide for repossession of the property and allow the debtor to take action to be made whole for amounts within the leases. The total amount of the underlying lease assets and related accumulated amortization is presented in Note 6 of the notes to basic financial statements. At year-end, a balance of \$732,677 remained outstanding on these leases payable.

NOTE 7 – LONG-TERM DEBT (CONTINUED)

Component Unit – The HRA has entered into agreements to lease copier equipment for the organization. The lease agreements fully mature by fiscal 2027. Imputed interest used for these leases range between 0.22 percent and 3.16 percent. Annual principal and interest on these agreements will be paid from the Plymouth Towne Square and Vicksburg Crossing Enterprise Funds. Terms of the lease agreements include rights and remedies for the debtor upon default that provide for repossession of the property and allow the debtor to take action to be made whole for amounts within the lease agreements. The total amount of the underlying lease assets and related accumulated amortization is presented in Note 6 of the notes to basic financial statements. At year-end, a balance of \$8,560 remained outstanding on these leases payable.

D. Technology Subscriptions

Primary Government – The City has entered into agreements to finance the use of software, which calls for annual principal and interest payments through fiscal 2026. Imputed interest used for these subscriptions range between 2.31 and 2.98 percent. These agreements are paid by the Information Technology Internal Service Fund. The total amount of the underlying subscription assets and related accumulated amortization is presented in Note 6 of the notes to basic financial statements. At year-end, a balance of \$81,891 remained outstanding on these obligations.

E. Other Long-Term Liabilities

Primary Government and Component Unit – The City and HRA provide its employees with various benefits, including compensated absences, pension benefits, and OPEB as further described elsewhere in these notes. The General Fund and Enterprise Funds will primarily be used to liquidate these liabilities through the Employee Benefits Internal Service Fund for the primary government. Compensated absences for the HRA will be financed by the Plymouth Towne Square and Vicksburg Crossing Enterprise Funds.

F. Changes in Long-Term Debt

	Beginning Balance	Change in Accounting Principle (1)	Additions	Deletions	Ending Balance	Due Within One Year
Primary government						
Governmental activities						
General obligation bonds	\$ 56,985,000	\$ –	\$ –	\$ 2,375,000	\$ 54,610,000	\$ 2,455,000
Unamortized premium/discount	3,347,222	–	–	192,944	3,154,278	–
Total bonds payable	60,332,222	–	–	2,567,944	57,764,278	2,455,000
Finance purchases payable	48,000	–	–	12,000	36,000	12,000
Leases payable	658,428	–	417,987	343,738	732,677	366,364
Technology subscriptions	172,352	–	–	90,461	81,891	68,487
Total OPEB liability	3,299,312	–	338,983	99,554	3,538,741	195,691
Net pension liability	26,969,275	–	4,179,841	12,303,211	18,845,905	–
Compensated absences payable (2)	3,014,995	1,987,164	144,225	–	5,146,384	3,204,214
Governmental activities						
Total long-term liabilities	<u>\$ 94,494,584</u>	<u>\$ 1,987,164</u>	<u>\$ 5,081,036</u>	<u>\$ 15,416,908</u>	<u>\$ 86,145,876</u>	<u>\$ 6,301,756</u>
Component unit						
Business-type activities						
General obligation refunding bonds	\$ 6,500,000	\$ –	\$ –	\$ 470,000	\$ 6,030,000	\$ 485,000
Unamortized premium/discount	293,473	–	–	26,479	266,994	–
Total bonds and notes payable	6,793,473	–	–	496,479	6,296,994	485,000
Leases payable	13,863	–	–	5,303	8,560	5,531
Compensated absences payable (2)	8,940	–	1,410	–	10,350	10,350
Business-type activities						
Total long-term liabilities	<u>\$ 6,816,276</u>	<u>\$ –</u>	<u>\$ 1,410</u>	<u>\$ 501,782</u>	<u>\$ 6,315,904</u>	<u>\$ 500,881</u>

(1) Change in accounting principle for implementation of GASB Statement No. 101 as described in Note 1 of the notes to basic financial statements.

(2) The change in compensated absences is presented net.

NOTE 7 – LONG-TERM DEBT (CONTINUED)

G. Minimum Debt Payments

The City's annual debt service requirements to maturity for bonds payable, finance purchases payable, leases payable, and technology subscriptions are as follows:

Year Ending December 31,	Primary Government – Governmental Activities							
	Bonds Payable		Finance Purchases Payable		Leases Payable		Technology Subscriptions	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2025	\$ 2,455,000	\$ 1,318,225	\$ 12,000	\$ –	\$ 366,364	\$ 13,606	\$ 68,487	\$ 1,963
2026	2,545,000	1,226,800	12,000	–	233,659	6,288	13,404	346
2027	2,640,000	1,131,925	12,000	–	81,915	2,355	–	–
2028	2,735,000	1,033,500	–	–	37,492	851	–	–
2029	2,835,000	931,450	–	–	13,247	99	–	–
2030–2034	15,565,000	3,358,775	–	–	–	–	–	–
2035–2039	17,220,000	1,711,081	–	–	–	–	–	–
2040–2042	8,615,000	210,650	–	–	–	–	–	–
Total	<u>\$ 54,610,000</u>	<u>\$ 10,922,406</u>	<u>\$ 36,000</u>	<u>\$ –</u>	<u>\$ 732,677</u>	<u>\$ 23,199</u>	<u>\$ 81,891</u>	<u>\$ 2,309</u>

The component unit's annual debt service requirements to maturity for bonds and leases payable are as follows:

Year Ending December 31,	Component Unit – Business-Type Activities			
	Bonds Payable		Leases Payable	
	Principal	Interest	Principal	Interest
2025	\$ 485,000	\$ 113,115	\$ 5,531	\$ 211
2026	495,000	98,415	1,722	73
2027	515,000	83,265	1,307	21
2028	525,000	67,665	–	–
2029	545,000	51,615	–	–
2030–2034	2,870,000	137,558	–	–
2035	595,000	4,463	–	–
Total	<u>\$ 6,030,000</u>	<u>\$ 556,096</u>	<u>\$ 8,560</u>	<u>\$ 305</u>

H. Arbitrage Rebate and Debt Compliance

There are a number of financial limitations and restrictions contained in the various bond indentures. At year-end, the City is in compliance with all significant financial limitations and restrictions and in the opinion of management has no federal arbitrage payable.

I. Revenue Pledged

Future revenue pledged for the payment of long-term debt is as follows:

Bond Issue	Use of Proceeds	Revenue Pledged			Remaining Principal and Interest	Current Year	
		Type	Percent of Total Debt Service	Term of Pledge		Principal and Interest Paid	Pledged Revenue Received
Component unit Government Housing Refunding Bonds – 2021A	Senior Housing Project	Rental Revenue	100%	2021–2035	\$ 6,586,096	\$ 597,440	\$ 1,369,461

NOTE 8 – RETIREMENT PLANS

As described in the notes that follow, the City has reported the following balances for pension plans:

	PERA Plans			Fire Relief	
	GERF	PEPFF	Subtotal	Association	City Total
Deferred outflows of pension resources	\$ 2,015,453	\$ 18,258,319	\$ 20,273,772	\$ –	\$ 20,273,772
Net pension liability	\$ 8,050,308	\$ 10,795,597	\$ 18,845,905	\$ –	\$ 18,845,905
Deferred inflows of pension resources	\$ 5,402,216	\$ 21,366,027	\$ 26,768,243	\$ –	\$ 26,768,243
Pension revenue	\$ 5,581	\$ 46,029	\$ 51,610	\$ –	\$ 51,610
Pension expense	\$ 935,741	\$ 2,060,193	\$ 2,995,934	\$ 676,627	\$ 3,672,561

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE

A. Plan Descriptions

The City participates in the following cost-sharing, multiple-employer defined benefit pension plans administered by the PERA of Minnesota. These plan provisions are established and administered according to Minnesota Statutes, Chapters 353 and 356. Minnesota Statutes Chapter 356 defines each plan's financial reporting requirements. The PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code (IRC).

1. General Employees Retirement Fund (GERF)

Membership in the GERF includes employees of counties, cities, townships, schools in noncertified positions, and other governmental entities whose revenues are derived from taxation, fees, or assessments. Plan membership is required for any employee who is expected to earn more than \$425 in a month, unless the employee meets exclusion criteria.

2. Public Employees Police and Fire Fund (PEPFF)

Membership in the PEPFF includes full-time, licensed police officers and firefighters who meet the membership criteria defined in Minnesota Statutes Section 353.64 and who are not earning service credit in any other PERA retirement plan or a local relief association for the same service. Employers can provide PEPFF coverage for part-time positions and certain other public safety positions by submitting a resolution adopted by the entity's governing body. The resolution must state that the position meets plan requirements.

B. Benefits Provided

The PERA provides retirement, disability, and death benefits. Benefit provisions are established by state statutes and can only be modified by the State Legislature. Vested, terminated employees who are entitled to benefits, but are not receiving them yet, are bound by the provisions in effect at the time they last terminated their public service. When a member is "vested," they have earned enough service credit to receive a lifetime monthly benefit after leaving public service and reaching an eligible retirement age. Members who retire at or over their Social Security full retirement age with at least one year of service qualify for a retirement benefit.

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

1. GERF Benefits

The GERF requires three years of service to vest. Benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for GERF members. Members hired prior to July 1, 1989, receive the higher of the Step or Level formulas. Only the Level formula is used for members hired after June 30, 1989. Under the Step formula, GERF members receive 1.2 percent of the highest average salary for each of the first 10 years of service, and 1.7 percent for each additional year. Under the Level formula, GERF members receive 1.7 percent of highest average salary for all years of service. For members hired prior to July 1, 1989, a full retirement benefit is available when age plus years of service equal 90, and normal retirement age is 65. Members can receive a reduced retirement benefit as early as age 55 if they have three or more years of service. Early retirement benefits are reduced by 0.25 percent for each month under age 65. Members with 30 or more years of service can retire at any age with a reduction of 0.25 percent for each month the member is younger than age 62. The Level formula allows GERF members to receive a full retirement benefit at age 65 if they were first hired before July 1, 1989 or at age 66 if they were hired on or after July 1, 1989. Early retirement begins at age 55 with an actuarial reduction applied to the benefit.

Benefit increases are provided to benefit recipients each January. The post-retirement increase is equal to 50.0 percent of the cost of living adjustment (COLA) announced by the Social Security Administration, with a minimum increase of at least 1.0 percent and a maximum of 1.5 percent. The 2024 annual increase was 1.5 percent. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase, will receive the full increase. Recipients receiving the annuity or benefit for at least one month, but less than a full year as of the June 30 before the effective date of the increase, will receive a prorated increase.

2. PEPFF Benefits

Benefits for PEPFF members first hired before July 1, 2010, are vested after three years of service. Members hired on or after July 1, 2010, are 50.0 percent vested after five years of service, and 100.0 percent vested after 10 years. After five years, vesting increases by 10.0 percent each full year of service until members are 100.0 percent vested after ten years. Police and Fire Plan members receive 3.0 percent of highest average salary for all years of service. Police and Fire Plan members receive a full retirement benefit when they are age 55 and vested, or when their age plus their years of service equals 90 or greater if they were first hired before July 1, 1989. Early retirement starts at age 50, and early retirement benefits are reduced by 0.417 percent each month members are younger than age 55.

Benefit increases are provided to benefit recipients each January. The post-retirement increase is fixed at 1.0 percent. Recipients that have been receiving the annuity or benefit for at least 36 months as of the June 30 before the effective date of the increase, will receive the full increase. Recipients receiving the annuity or benefit for at least 25 months, but less than 36 months, as of the June 30 before the effective date of the increase, will receive a prorated increase.

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

C. Contributions

Minnesota Statutes, Chapter 353 and 356 set the rates for employer and employee contributions. Contribution rates can only be modified by the State Legislature.

1. GERF Contributions

General Plan members were required to contribute 6.50 percent of their annual covered salary in fiscal year 2024, and the City was required to contribute 7.50 percent for General Plan members. The City's contributions to the GERF for the year ended December 31, 2024, were \$1,469,928. The City's contributions were equal to the required contributions as set by state statutes.

2. PEPFF Contributions

Police and Fire Plan members were required to contribute 11.80 percent of their annual covered salary in fiscal year 2024, and the City was required to contribute 17.70 percent for Police and Fire Plan members. The City's contributions to the PEPFF for the year ended December 31, 2024, were \$2,096,020. The City's contributions were equal to the required contributions as set by state statutes.

D. Pension Costs

1. GERF Pension Costs

At December 31, 2024, the City reported a liability of \$8,050,308 for its proportionate share of the GERF's net pension liability. The City's net pension liability reflected a reduction, due to the state of Minnesota's contribution of \$16.0 million. The state of Minnesota is considered a nonemployer contributing entity and the state's contribution meets the definition of a special funding situation. The state of Minnesota's proportionate share of the net pension liability associated with the City totaled \$208,164.

City's proportionate share of the net pension liability	\$ 8,050,308
State's proportionate share of the net pension liability associated with the City	<u>208,164</u>
Total	<u><u>\$ 8,258,472</u></u>

The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's contributions received by the PERA during the measurement period for employer payroll paid dates from July 1, 2023 through June 30, 2024, relative to the total employer contributions received from all of the PERA's participating employers. The City's proportionate share was 0.2178 percent at the end of the measurement period and 0.2139 percent for the beginning of the period.

For the year ended December 31, 2024, the City recognized pension expense of \$930,160 for its proportionate share of the GERF's pension expense. In addition, the City recognized an additional \$5,581 as pension expense (and grant revenue) for its proportionate share of the state of Minnesota's contribution of \$16.0 million to the GERF.

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

During the plan year ended June 30, 2024, the state of Minnesota contributed \$170.1 million to the General Employees Fund. The state of Minnesota is not included as a nonemployer contributing entity in the General Employees Plan pension allocation schedules for the \$170.1 million in direct state aid because this contribution was not considered to meet the definition of a special funding situation. The City recognized \$370,389 for the year ended December 31, 2024 as revenue and an offsetting reduction of net pension liability for its proportionate share of the state of Minnesota's on-behalf contributions to the General Employees Fund.

At December 31, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 750,737	\$ –
Changes in actuarial assumptions	37,165	3,007,502
Net difference between projected and actual earnings on pension plan investments	–	2,384,038
Changes in proportion	478,544	10,676
Employer contributions subsequent to the measurement date	749,007	–
Total	<u>\$ 2,015,453</u>	<u>\$ 5,402,216</u>

The \$749,007 reported as deferred outflows of resources related to pensions resulting from city contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending December 31, 2025. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending December 31,	Pension Expense Amount
2025	\$ (2,303,108)
2026	\$ (287,908)
2027	\$ (927,746)
2028	\$ (617,008)

2. PEPFF Pension Costs

At December 31, 2024, the City reported a liability of \$10,795,597 for its proportionate share of the PEPFF's net pension liability. The net pension liability was measured as of June 30, 2024, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportionate share of the net pension liability was based on the City's contributions received by the PERA during the measurement period for employer payroll paid dates from July 1, 2023 through June 30, 2024, relative to the total employer contributions received from all of the PERA's participating employers. The City's proportionate share was 0.8206 percent at the end of the measurement period and 0.8691 percent for the beginning of the period.

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

The state of Minnesota contributed \$37.4 million to the PEPFF in the plan fiscal year ended June 30, 2024. The contribution consisted of \$9.0 million in direct state aid that meets the definition of a special funding situation, additional one-time direct state aid contribution of \$19.4 million, and \$9.0 million in supplemental state aid that does not meet the definition of a special funding situation. Additionally, the \$9.0 million supplemental state aid was paid on October 1, 2024. Thereafter, by October 1 of each year, the state will pay \$9.0 million to the PEPFF until full funding is reached or July 1, 2048, whichever is earlier. The \$9.0 million in supplemental state aid will continue until the fund is 90.0 percent funded, or until the State Patrol Plan (administered by the Minnesota State Retirement System) is 90.0 percent funded, whichever occurs later. The state of Minnesota's proportionate share of the net pension liability associated with the City totaled \$411,524.

City's proportionate share of the net pension liability	\$ 10,795,597
State's proportionate share of the net pension liability associated with the City	<u>411,524</u>
Total	<u><u>\$ 11,207,121</u></u>

For the year ended December 31, 2024, the City recognized pension expense of \$2,014,164 for its proportionate share of the Police and Fire Plan's pension expense. The City recognized \$46,029 as grant revenue and pension expense for its proportionate share of the state of Minnesota's pension expense for the contribution of \$9.0 million to the PEPFF special funding situation.

The state of Minnesota is not included as a nonemployer contributing entity in the Police and Fire Pension Plan pension allocation schedules for the \$28.4 million in supplemental state aid because this contribution was not considered to meet the definition of a special funding situation. The City recognized \$233,020 for the year ended December 31, 2024 as revenue and an offsetting reduction of net pension liability for its proportionate share of the state of Minnesota's on-behalf contributions to the PEPFF.

At December 31, 2024, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 4,384,981	\$ –
Changes in actuarial assumptions	12,613,186	16,835,529
Net difference between projected and actual earnings on pension plan investments	–	3,253,085
Changes in proportion	207,480	1,277,413
Employer contributions subsequent to the measurement date	<u>1,052,672</u>	<u>–</u>
Total	<u><u>\$ 18,258,319</u></u>	<u><u>\$ 21,366,027</u></u>

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

The \$1,052,672 reported as deferred outflows of resources related to pensions resulting from city contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending December 31, 2025. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year Ending December 31,</u>	<u>Pension Expense Amount</u>
2025	\$ (554,263)
2026	\$ 2,793,124
2027	\$ (1,824,309)
2028	\$ (4,684,052)
2029	\$ 109,120

E. Long-Term Expected Return on Investments

The Minnesota State Board of Investment, which manages the investments of the PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best-estimates of geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Domestic equity	33.50 %	5.10 %
International equity	16.50	5.30 %
Fixed income	25.00	0.75 %
Private markets	25.00	5.90 %
Total	<u>100.00 %</u>	

F. Actuarial Methods and Assumptions

The total pension liability for each of the cost-sharing defined benefit plans was determined by an actuarial valuation as of June 30, 2024, using the entry-age normal actuarial cost method. The long-term rate of return on pension plan investments used in the determination of the total liability is 7.00 percent. This assumption is based on a review of inflation and investments return assumptions from a number of national investment consulting firms. The review provided a range of investment return rates considered reasonable by the actuary. An investment return of 7.00 percent is within that range.

Inflation is assumed to be 2.25 percent for the General Employees Plan and the Police and Fire Plan. Benefit increases after retirement are assumed to be 1.25 percent for the General Employees Plan and 1.00 percent for the Police and Fire Plan.

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

Salary growth assumptions in the General Employees Plan range in annual increments from 10.25 percent after one year of service to 3.00 percent after 27 years of service. In the Police and Fire Plan, salary growth assumptions range in annual increments from 11.75 percent after one year of service to 3.00 percent after 24 years of service.

Mortality rates for the General Employees Plan are based on the Pub-2010 General Employee Mortality Table. Mortality rates for the Police and Fire Plan are based on the Pub-2010 Public Safety Employee Mortality tables. The tables are adjusted slightly to fit the PERA's experience.

Actuarial assumptions for the General Employees Plan are reviewed every four years. The General Employees Plan was last reviewed in 2022. The assumption changes were adopted by the Board and became effective with the July 1, 2023 actuarial valuation. The Police and Fire Plan was reviewed in 2024. The PERA anticipates the experience study will be approved by the Legislative Commission on Pensions and Retirement and become effective with the July 1, 2025 actuarial valuation.

The following changes in actuarial assumptions and plan provisions occurred in 2024:

1. GERF

CHANGES IN ACTUARIAL ASSUMPTIONS

- Rates of merit and seniority were adjusted, resulting in slightly higher rates.
- Assumed rates of retirement were adjusted as follows: increase the rate of assumed unreduced retirements, slight adjustments to Rule of 90 retirement rates, and slight adjustments to early retirement rates for Tier 1 and Tier 2 members.
- Minor increase in assumed withdrawals for males and females.
- Lower rates of disability.
- Continued use of Pub-2010 General Mortality Table, with slight rate adjustments as recommended in the most recent experience study.
- Minor changes to form of payment assumptions for male and female retirees.
- Minor changes to assumptions made with respect to missing participant data.

CHANGES IN PLAN PROVISIONS

- The workers' compensation offset for disability benefits was eliminated. The actuarial equivalent factors were updated to reflect the changes in assumptions.

2. PEPFF

CHANGES IN PLAN PROVISIONS

- The state contribution of \$9.0 million per year will continue until the earlier of 1) both the Police and Fire Plan and the State Patrol Retirement Fund attain 90.00 percent funded status for three consecutive years (on an actuarial value of assets basis) or 2) July 1, 2048. The contribution was previously due to expire after attaining a 90.00 percent funded status for one year.
- The additional \$9.0 million contribution will continue until the Police and Fire Plan is fully funded for a minimum of three consecutive years on an actuarial value of assets basis, or July 1, 2048, whichever is earlier. This contribution was previously due to expire upon attainment of fully funded status on an actuarial value of assets basis for one year (or July 1, 2048 if earlier).

NOTE 9 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

G. Discount Rate

The discount rate used to measure the total pension liability in 2024 was 7.00 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund and the Police and Fire Fund were projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

H. Pension Liability Sensitivity

The following table presents the City’s proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding section, as well as what the City’s proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u>1% Decrease in Discount Rate (6.00%)</u>	<u>Current Discount Rate (7.00%)</u>	<u>1% Increase in Discount Rate (8.00%)</u>
City’s proportionate share of the GERP net pension liability	\$ 17,583,168	\$ 8,050,308	\$ 208,661
City’s proportionate share of the PEPFF net pension liability	\$ 25,512,104	\$ 10,795,597	\$ (1,289,735)

I. Pension Plan Fiduciary Net Position

Detailed information about each pension plan’s fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the internet at www.mnpera.org.

NOTE 10 – DEFINED CONTRIBUTION PLAN – STATE-WIDE

Councilmembers of the City are covered by the Public Employees Defined Contribution Plan (PEDCP), a multiple-employer deferred compensation plan administered by the PERA. The PEDCP is a tax qualified plan under Section 401(a) of the IRC, and all contributions by or on behalf of employees are tax deferred until time of withdrawal.

Plan benefits depend solely on amounts contributed to the plan plus investment earnings, less administrative expenses. Minnesota Statutes, Chapter 353D and 356, specifies plan provisions, including the employee and employer contribution rates for those qualified personnel who elect to participate. An eligible elected official who decides to participate contributes 5.00 percent of their salary, which is matched by the elected official’s employer. For ambulance service personnel, employer contributions are determined by the employer, and for salaried employees, contributions must be a fixed percentage of salary. Employer contributions for volunteer personnel may be a unit value for each call or period of alert duty. Employees who are paid for their services may elect to make member contributions in an amount not to exceed the employer share. Employer and employee contributions are combined and used to purchase shares in one or more of the seven accounts of the Minnesota Supplemental Investment Fund. For administering the plan, the PERA receives 2.00 percent of employer contributions and 25 hundredths of 1.00 percent (0.25 percent) of the assets in each member’s account annually.

NOTE 10 – DEFINED CONTRIBUTION PLAN – STATE-WIDE (CONTINUED)

Total contributions made by the City during fiscal year 2024 were:

Contribution Amount		Percentage of Covered Payroll		Required Rate for Employees and Employers
Employee	Employer	Employee	Employer	
\$ 4,077	\$ 4,077	5.00%	5.00%	5.00%

NOTE 11 – DEFINED CONTRIBUTION PLAN – FIRE RELIEF ASSOCIATION

A. Plan Description

Firefighters of the City are members of the Plymouth Firefighter’s Relief Association (the Association). As of July 1, 2021, the Association is the administrator of a single-employer defined contribution pension plan available to firefighters. Prior to July 1, 2021, the Association was the administrator of a single-employer defined benefit plan. The current plan was established under the provisions of Minnesota laws 1965, chapter 446 as amended and Minnesota Statutes § 69 and 424. It is governed by a Board of Trustees made up of six members elected by the members of the Association for two-year terms. The mayor, city manager, deputy city manager and fire chief serve as ex-officio members of the Board of Trustees.

For financial reporting purposes, the Association’s financial statements are not included in the City’s financial statements because it is not a component unit of the City. The Association issues a publicly available financial report. A copy of the report may be obtained at: Plymouth City Hall, 3400 Plymouth Boulevard, Plymouth, Minnesota 55447.

B. Pension Benefits

Minnesota Statutes Chapters 424 and 424A authorize pension benefits for volunteer fire relief associations. In order to be entitled to a pension benefit, a firefighter must have completed a minimum of 5 years of service with the fire department, 5 years of membership in the Association, and attain the age of 50 years. Full vesting in the plan requires a member to have served for at least 10 years, to have reached the age of 50 years, and to have been a member of the Association for at least 5 years.

Because this plan is a defined contribution plan, the amount of the retirement benefit is not predetermined, but rather is based on the individual member’s allocable portion of contributions made during the participation period.

Firefighters also have the availability of other pension benefits, such as deferred pension, disability pension, death benefits, and supplemental death benefits. Each of these other pensions are determined based on age and years of service.

C. Contributions Required and Contributions Made

Contributions to the plan include State Fire Aid pursuant to Minnesota Statutes Chapter 69. In addition, the City is allowed to make voluntary contributions of other public funds pursuant to Minnesota Statutes Chapter 69. The City’s contribution to the Association during the year, included state fire aid passed through the City totaling \$676,627. The Association is comprised of volunteers; therefore, there are no payroll expenditures or covered payroll percentage calculations.

NOTE 12 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN

A. Plan Description

The City provides post-employment insurance benefits to certain eligible employees through its OPEB Plan, a single-employer defined benefit plan administered by the City. All post-employment benefits are based on contractual agreements with employee groups. These contractual agreements do not include any specific contribution or funding requirements. The plan does not issue a publicly available financial report. No plan assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

B. Benefits Provided

All retirees of the City have the option under state law to continue their medical insurance coverage through the City from the time of retirement until the employee reaches the age of eligibility for Medicare. For members of all employee groups, the retiree must pay the full premium to continue coverage for medical and dental insurance. Per state statutes, the City is also required to contribute towards the cost of continued health insurance coverage for officers and firefighters disabled or killed in the line of duty.

The City is legally required to include any retirees for whom it provides health insurance coverage in the same insurance pool as its active employees until the retiree reaches Medicare eligibility, whether the premiums are paid by the City or the retiree. Consequently, participating retirees are considered to receive a secondary benefit known as an “implicit rate subsidy.” This benefit relates to the assumption that the retiree is receiving a more favorable premium rate than they would otherwise be able to obtain if purchasing insurance on their own, due to being included in the same pool with the City’s younger and statistically healthier active employees.

C. Contributions

The required contribution is based on projected pay-as-you-go financing requirements, with additional amounts to prefund benefits as determined periodically by the City. The City’s current year required pay-as-you-go contributions to finance the benefits described in the previous section totaled \$195,691.

D. Membership

Membership in the plan consisted of the following as of the latest actuarial valuation:

Retirees and beneficiaries receiving benefits	20
Active plan members	<u>294</u>
Total members	<u><u>314</u></u>

E. Total OPEB Liability of the City

The City’s total OPEB liability of \$3,538,741 as of year-end was measured as of January 1, 2024, and was determined by an actuarial valuation as of January 1, 2023, and update procedures were used to roll forward the total OPEB liability to the measurement date.

NOTE 12 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

F. Actuarial Assumptions

The total OPEB liability was determined by an actuarial valuation as of January 1, 2023, using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Discount rate	3.70%
20-year municipal bond yield	3.70%
Inflation rate	2.50%
Salary increases	Service graded table used to value state pensions
Healthcare trend rate	6.25% grading to 5.00% over 5 years and then to 4.00% over 48 years

The actuarial assumptions used in the latest valuation were based on those used to value pension liabilities for Minnesota city employees. The state pension plans base their assumptions on periodic experience studies. Economic assumptions are based on input from a variety of published sources of historical and projected future financial data. Each assumption was reviewed for reasonableness with the source information, as well as for consistency with the other economic assumptions.

Since the plan is not funded by an irrevocable trust, the discount rate is equal to the 20-year municipal bond yield.

Mortality rates were based on Pub-2010 Public Retirement Plans Headcount-Weighted Mortality Tables (General, Safety) with MP-2021 Generational Improvement Scale.

G. Changes in the Total OPEB Liability

	<u>Total OPEB Liability</u>
Beginning balance	\$ 3,299,312
Changes for the year	
Service cost	202,286
Interest	136,697
Changes of assumptions	70,443
Benefit payments	<u>(169,997)</u>
Total net changes	<u>239,429</u>
Ending balance	<u><u>\$ 3,538,741</u></u>

Assumption changes since the prior measurement date include the following:

- The discount rate was changed from 4.00 percent to 3.70 percent.

NOTE 12 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)**H. Total OPEB Liability Sensitivity to Discount and Healthcare Cost Trend Rate Changes**

The following presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u>1% Decrease in Discount Rate</u>	<u>Current Discount Rate</u>	<u>1% Increase in Discount Rate</u>
OPEB discount rate	2.70%	3.70%	4.70%
Total OPEB liability	\$ 3,822,235	\$ 3,538,741	\$ 3,277,534

The following presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current healthcare cost trend rates:

	<u>1% Decrease in Healthcare Trend Rate</u>	<u>Current Healthcare Trend Rate</u>	<u>1% Increase in Healthcare Trend Rate</u>
OPEB healthcare trend rate	5.25% decreasing to 4.00% over 5 years, then 3.00% over 48 years	6.25% decreasing to 5.00% over 5 years, then 4.00% over 48 years	7.25% decreasing to 6.00% over 5 years, then 5.00% over 48 years
Total OPEB liability	\$ 3,160,980	\$ 3,538,741	\$ 3,981,995

I. OPEB Expense and Related Deferred Outflows of Resources and Deferred Inflows of Resources

The City recognized OPEB expense of \$277,020 in the current year. As of year-end, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual economic experience	\$ 201,275	\$ 347,241
Changes in actuarial assumptions	182,217	360,406
Contributions paid subsequent to the measurement date	195,691	—
	<u>\$ 579,183</u>	<u>\$ 707,647</u>

A total of \$195,691 reported as deferred outflows of resources related to OPEB resulting from city contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ending December 31, 2025. Other amounts reported as deferred outflows and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Year Ending December 31,</u>	<u>OPEB Expense Amount</u>
2025	\$ (61,963)
2026	\$ (61,953)
2027	\$ (3,746)
2028	\$ (25,841)
2029	\$ (89,732)
Thereafter	\$ (80,920)

NOTE 13 – NET POSITION/FUND BALANCES

A. Net Investment in Capital Assets

The government-wide statement of net position at December 31, 2024 includes the City's net investment in capital assets calculated as follows:

	Governmental Activities	Business-Type Activities	Total
Primary government			
Net investment in capital assets			
Capital assets			
Not depreciated/amortized	\$ 114,440,637	\$ 9,240,451	\$ 123,681,088
Depreciated/amortized, net of accumulated depreciation/amortization	256,177,557	156,096,481	412,274,038
Less capital-related long-term debt outstanding	(58,614,846)	—	(58,614,846)
Less capital-related accounts/contracts payable	(3,055,491)	(928,705)	(3,984,196)
Total net investment in capital assets	<u>\$ 308,947,857</u>	<u>\$ 164,408,227</u>	<u>\$ 473,356,084</u>
Component unit			
Net investment in capital assets			
Capital assets			
Not depreciated/amortized	\$ 152,553	\$ 1,369,774	\$ 1,522,327
Depreciated/amortized, net of accumulated depreciation/amortization	640,405	7,057,193	7,697,598
Less capital-related long-term debt outstanding	—	(6,305,554)	(6,305,554)
Total net investment in capital assets	<u>\$ 792,958</u>	<u>\$ 2,121,413</u>	<u>\$ 2,914,371</u>

NOTE 13 – NET POSITION/FUND BALANCES (CONTINUED)

B. Governmental Fund Balance Classifications

At December 31, 2024, a summary of the City's governmental fund balance classifications are as follows:

	General	Special Revenue Transit System	General Capital Projects	Capital Project Street Replacement	Improvement Projects	Tax Increment Projects	Nonmajor Governmental Funds	Total
Nonspendable								
Inventory	\$ 92	\$ –	\$ –	\$ –	\$ –	\$ –	\$ 409	\$ 501
Prepaid items	75,996	–	27,260	–	–	–	–	103,256
Cemetery perpetual care – principal	–	–	–	–	–	–	45,860	45,860
Total nonspendable	76,088	–	27,260	–	–	–	46,269	149,617
Restricted								
Public safety aid	2,073,275	–	–	–	–	–	–	2,073,275
Transit system	–	21,291,808	–	–	–	–	–	21,291,808
Tax increment financing	–	–	–	–	–	4,240,308	–	4,240,308
Housing projects	–	–	–	–	–	–	27,460	27,460
Lawful gambling	–	–	–	–	–	–	60,115	60,115
Opioid settlement	–	–	–	–	–	–	210,646	210,646
Local affordable housing aid	–	–	–	–	–	–	364,942	364,942
Debt service	–	–	–	–	–	–	3,794,438	3,794,438
Highway/street improvements	–	–	–	–	–	–	3,527,846	3,527,846
Park construction	–	–	–	–	–	–	2,844,616	2,844,616
Cemetery perpetual care	–	–	–	–	–	–	172,843	172,843
Total restricted	2,073,275	21,291,808	–	–	–	4,240,308	11,002,906	38,608,297
Assigned								
Other capital projects and improvements	31,991	–	14,623,345	–	–	–	7,700,387	22,355,723
Infrastructure improvements	–	–	–	171,883	–	–	–	171,883
Recreation programming	–	–	–	–	–	–	835,938	835,938
Cemetery maintenance	–	–	–	–	–	–	118,187	118,187
Community and economic development	–	–	–	–	–	–	270,552	270,552
Park improvements	–	–	–	–	–	–	1,576,595	1,576,595
Total assigned	31,991	–	14,623,345	171,883	–	–	10,501,659	25,328,878
Unassigned	22,190,128	–	–	–	(417,439)	–	–	21,772,689
Total	<u>\$ 24,371,482</u>	<u>\$ 21,291,808</u>	<u>\$ 14,650,605</u>	<u>\$ 171,883</u>	<u>\$ (417,439)</u>	<u>\$ 4,240,308</u>	<u>\$ 21,550,834</u>	<u>\$ 85,859,481</u>

Minimum Unassigned Fund Balance Policy – The City has formally adopted a fund balance policy regarding the minimum fund balance for the General Fund. The policy establishes a minimum General Fund balance of 40 percent of the subsequent year projected expenditures and transfers out. At December 31, 2024, the fund balance of the General Fund (excluding the amount restricted for public safety aid) was 40 percent of the subsequent year's annual projected expenditures and transfers out.

NOTE 14 – TAX ABATEMENT AGREEMENTS

The City, in order to spur economic development and redevelopment, will enter into private development and redevelopment agreements to encourage a developer to construct, expand, or improve new or existing properties and buildings or clean-up and redevelop blighted areas. These agreements may in substance be a tax abatement, but will depend on their individual circumstances.

NOTE 14 – TAX ABATEMENT AGREEMENTS (CONTINUED)

The City is authorized to create a tax increment financing plan under Minnesota Statutes, Chapter 469.175. The criteria that must be met under the statute are that, in the opinion of the municipality:

- The proposed development or redevelopment would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future;
- The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the district permitted by the plan. The requirements of this item do not apply if the district is a housing district;
- The tax increment financing plan conforms to the general plan for the development or redevelopment of the municipality as a whole; and
- The tax increment financing plan will afford maximum opportunity, consistent with the sound needs of the municipality as a whole, for the development or redevelopment of the project by private enterprise.

The City has development agreements with private developers for properties within the City's Tax Increment Districts. As part of the agreements, the City has agreed to reimburse the developers for certain costs through pay-as-you-go tax increment notes. The notes provide for the payment of principal equal to the developers' costs, plus interest at rates ranging from 5.0 percent to 6.0 percent. Payments of the notes will be made at the lesser of the scheduled note payments or the accrual net tax increment received during the period specified in the agreement. Each note will be cancelled at the end of the agreement term, whether it has been fully repaid or not. The accumulated outstanding principal balance of these notes as of December 31, 2024, is \$1,354,938. These notes are not included in the City's long-term debt, because repayment is required only to the extent sufficient tax increments are received. The City's position is that this is an obligation to assign future and uncertain revenue sources and, as such, is not actual debt in substance.

The City currently has three agreements that would be considered a tax abatement under GASB Statement No. 77. For these agreements, the City used an economic development vehicle known as tax increment financing whereby tax increment revenue is generated on the incremental increase in value above a base value established on the date that the tax increment district is created.

The three agreements were to assist the developer with the financing of certain costs of a project constructed within the development district and are as follows:

- In 2012, the City entered into a development agreement with KTJ 198, LLC. The City will abate 90 percent of the incremental taxes received through execution of a tax increment revenue note to be retired in 2034. The outstanding principal balance as of December 31, 2024 was \$293,920 and the City rebated \$158,074 in the current year.
- In 2015, the City entered into a development agreement with 169/55, LLC. The City will abate 90 percent of the incremental taxes received through execution of a tax increment revenue note to be retired in 2040. The outstanding principal balance as of December 31, 2024 was \$602,018 and the City rebated \$367,394 in the current year.
- In 2021, the City entered into a development agreement with Plymouth Element, LLC. The City will abate 55 percent of the incremental taxes received through execution of a tax increment revenue note to be retired in 2042. The outstanding principal balance as of December 31, 2024 was \$459,000 and the City rebated \$0 in the current year.

NOTE 15 – COMMITMENTS AND CONTINGENCIES

A. Federal and State Funding

Amounts recorded or receivable from federal and state agencies are subject to agency audit and adjustment. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of claims which may be disallowed by the grantor agencies cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

B. Legal Claims

In the opinion of management, there are no potential claims against the City which would materially affect the financial statements of the City.

C. Tax Increment Districts

The City's tax increment districts are subject to review by the Minnesota Office of the State Auditor. Any disallowed claims or misuse of tax increments could become a liability of the applicable fund. Management has indicated that they are not aware of any instances of noncompliance which would have a material effect on the financial statements.

D. Conduit Debt Obligations

The City has issued private activity bonds to provide financial assistance to private sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds constitute special obligations of the City, payable solely from revenues of the projects pledged to the payment thereof. The bonds do not constitute a debt of the City and the City has no obligation for repayment. Accordingly, the bonds are not reported as liabilities in the City's financial statements.

As of December 31, 2024, there were seven series of industrial revenue, housing revenue, and health revenue bonds outstanding with an aggregate principal amount payable of approximately \$14.1 million.

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REQUIRED SUPPLEMENTARY INFORMATION

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CITY OF PLYMOUTH

PERA – General Employees Retirement Fund
Schedule of City's and Nonemployer Proportionate Share of Net Pension Liability
Year Ended December 31, 2024

City Fiscal Year-End Date	PERA Fiscal Year-End Date (Measurement Date)	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability	City's Proportionate Share of the State of Minnesota's Proportionate Share of the Net Pension Liability	Proportionate Share of the Net Pension Liability and the City's Share of the State of Minnesota's Share of the Net Pension Liability	City's Covered Payroll	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/2015	06/30/2015	0.1920%	\$ 9,950,436	\$ —	\$ 9,950,436	\$ 11,283,040	88.19%	78.2%
12/31/2016	06/30/2016	0.1968%	\$ 15,979,184	\$ 208,725	\$ 16,187,909	\$ 12,176,534	131.23%	68.9%
12/31/2017	06/30/2017	0.1986%	\$ 12,678,491	\$ 159,412	\$ 12,837,903	\$ 12,781,136	99.20%	75.9%
12/31/2018	06/30/2018	0.1953%	\$ 10,834,442	\$ 355,378	\$ 11,189,820	\$ 13,126,274	82.54%	79.5%
12/31/2019	06/30/2019	0.1943%	\$ 10,742,410	\$ 333,819	\$ 11,076,229	\$ 13,749,744	78.13%	80.2%
12/31/2020	06/30/2020	0.2009%	\$ 12,044,874	\$ 371,430	\$ 12,416,304	\$ 14,328,484	84.06%	79.1%
12/31/2021	06/30/2021	0.2069%	\$ 8,835,558	\$ 269,923	\$ 9,105,481	\$ 14,898,360	59.31%	87.0%
12/31/2022	06/30/2022	0.2059%	\$ 16,307,348	\$ 478,226	\$ 16,785,574	\$ 15,423,485	105.73%	76.7%
12/31/2023	06/30/2023	0.2139%	\$ 11,961,048	\$ 329,730	\$ 12,290,778	\$ 17,009,825	70.32%	83.1%
12/31/2024	06/30/2024	0.2178%	\$ 8,050,308	\$ 208,164	\$ 8,258,472	\$ 18,731,179	42.98%	89.1%

PERA – General Employees Retirement Fund
Schedule of City Contributions
Year Ended December 31, 2024

City Fiscal Year-End Date	Statutorily Required Contributions	Contributions in Relation to the Statutorily Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/2015	\$ 867,352	\$ 867,352	\$ —	\$ 11,564,653	7.50%
12/31/2016	\$ 948,459	\$ 948,459	\$ —	\$ 12,645,800	7.50%
12/31/2017	\$ 965,039	\$ 965,039	\$ —	\$ 12,867,302	7.50%
12/31/2018	\$ 1,012,271	\$ 1,012,271	\$ —	\$ 13,496,850	7.50%
12/31/2019	\$ 1,051,185	\$ 1,051,185	\$ —	\$ 14,015,059	7.50%
12/31/2020	\$ 1,138,185	\$ 1,138,185	\$ —	\$ 15,175,799	7.50%
12/31/2021	\$ 1,133,627	\$ 1,133,627	\$ —	\$ 15,114,860	7.50%
12/31/2022	\$ 1,189,464	\$ 1,189,464	\$ —	\$ 15,857,890	7.50%
12/31/2023	\$ 1,293,477	\$ 1,293,477	\$ —	\$ 17,246,357	7.50%
12/31/2024	\$ 1,469,928	\$ 1,469,928	\$ —	\$ 19,598,685	7.50%

CITY OF PLYMOUTH

PERA – Public Employees Police and Fire Fund
Schedule of City's and Nonemployer Proportionate Share of Net Pension Liability
Year Ended December 31, 2024

City Fiscal Year-End Date	PERA Fiscal Year-End Date (Measurement Date)	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability	City's Proportionate Share of the State of Minnesota's Proportionate Share of the Net Pension Liability	Proportionate Share of the Net Pension Liability and the City's Share of the State of Minnesota's Share of the Net Pension Liability	City's Covered Payroll	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/2015	06/30/2015	0.7010%	\$ 7,965,000	\$ –	\$ 7,965,000	\$ 6,414,783	124.17%	86.6%
12/31/2016	06/30/2016	0.7080%	\$ 28,413,271	\$ –	\$ 28,413,271	\$ 6,825,726	416.27%	63.9%
12/31/2017	06/30/2017	0.7390%	\$ 9,977,380	\$ –	\$ 9,977,380	\$ 7,487,593	133.25%	85.4%
12/31/2018	06/30/2018	0.7896%	\$ 8,416,322	\$ –	\$ 8,416,322	\$ 8,322,240	101.13%	88.8%
12/31/2019	06/30/2019	0.8361%	\$ 8,901,130	\$ –	\$ 8,901,130	\$ 8,813,785	100.99%	89.3%
12/31/2020	06/30/2020	0.8384%	\$ 11,051,009	\$ 260,327	\$ 11,311,336	\$ 9,458,600	116.84%	87.2%
12/31/2021	06/30/2021	0.8360%	\$ 6,453,035	\$ 290,116	\$ 6,743,151	\$ 9,880,810	65.31%	93.7%
12/31/2022	06/30/2022	0.8887%	\$ 38,672,714	\$ 1,689,396	\$ 40,362,110	\$ 10,795,228	358.24%	70.5%
12/31/2023	06/30/2023	0.8691%	\$ 15,008,227	\$ 604,537	\$ 15,612,764	\$ 11,407,058	131.57%	86.5%
12/31/2024	06/30/2024	0.8206%	\$ 10,795,597	\$ 411,524	\$ 11,207,121	\$ 11,362,870	95.01%	90.2%

PERA – Public Employees Police and Fire Fund
Schedule of City Contributions
Year Ended December 31, 2024

City Fiscal Year-End Date	Statutorily Required Contributions	Contributions in Relation to the Statutorily Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/2015	\$ 1,059,442	\$ 1,059,442	\$ –	\$ 6,541,475	16.20%
12/31/2016	\$ 1,154,248	\$ 1,154,248	\$ –	\$ 7,125,502	16.20%
12/31/2017	\$ 1,287,178	\$ 1,287,178	\$ –	\$ 7,945,543	16.20%
12/31/2018	\$ 1,387,084	\$ 1,387,084	\$ –	\$ 8,562,237	16.20%
12/31/2019	\$ 1,560,526	\$ 1,560,526	\$ –	\$ 9,206,639	16.95%
12/31/2020	\$ 1,771,945	\$ 1,771,945	\$ –	\$ 10,010,989	17.70%
12/31/2021	\$ 1,851,570	\$ 1,851,570	\$ –	\$ 10,460,847	17.70%
12/31/2022	\$ 1,922,207	\$ 1,922,207	\$ –	\$ 10,859,927	17.70%
12/31/2023	\$ 1,948,739	\$ 1,948,739	\$ –	\$ 11,008,161	17.70%
12/31/2024	\$ 2,096,020	\$ 2,096,020	\$ –	\$ 11,841,910	17.70%

CITY OF PLYMOUTH

Plymouth Firefighters' Relief Association
Schedule of Changes in the Relief Association's
Net Pension Liability (Asset) and Related Ratios
Year Ended December 31, 2024

City fiscal year-end dated December 31,	2015	2016	2017	2018	2019	2020
Total pension liability						
Service cost	\$ 239,827	\$ 246,422	\$ 275,925	\$ 249,274	\$ 269,531	\$ 287,021
Interest	306,924	297,396	348,725	282,809	318,580	318,171
Differences between expected and actual experience	—	—	(373,102)	—	(294,042)	—
Changes of assumptions	—	(113,973)	(8,599)	—	113,653	77,630
Changes of benefits terms	—	797,225	—	184,831	309,551	216,742
Benefit payments	(895,936)	(528,341)	(1,934,430)	(381,488)	(70,828)	(711,093)
Net change in total pension liability	(349,185)	698,729	(1,691,481)	335,426	646,445	188,471
Total pension liability						
Beginning of year	5,323,537	4,974,352	5,673,081	3,981,600	4,317,026	4,963,471
End of year	<u>\$ 4,974,352</u>	<u>\$ 5,673,081</u>	<u>\$ 3,981,600</u>	<u>\$ 4,317,026</u>	<u>\$ 4,963,471</u>	<u>\$ 5,151,942</u>
Plan fiduciary net position						
Contributions (state and local)	\$ 480,863	\$ 489,748	\$ 517,911	\$ 523,681	\$ 541,606	\$ 582,032
Net investment income	19,391	507,848	1,173,474	(334,812)	1,419,811	1,140,537
Benefit payments	(895,936)	(528,341)	(1,934,430)	(381,488)	(70,828)	(711,093)
Administrative costs	(25,044)	(30,723)	(27,325)	(33,293)	(26,958)	(56,216)
Net change in plan fiduciary net position	(420,726)	438,532	(270,370)	(225,912)	1,863,631	955,260
Plan fiduciary net position						
Beginning of year	8,537,791	8,117,065	8,555,597	8,285,227	8,059,315	9,922,946
End of year	<u>\$ 8,117,065</u>	<u>\$ 8,555,597</u>	<u>\$ 8,285,227</u>	<u>\$ 8,059,315</u>	<u>\$ 9,922,946</u>	<u>\$ 10,878,206</u>
Net pension liability (asset) – ending	<u>\$ (3,142,713)</u>	<u>\$ (2,882,516)</u>	<u>\$ (4,303,627)</u>	<u>\$ (3,742,289)</u>	<u>\$ (4,959,475)</u>	<u>\$ (5,726,264)</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>163.18%</u>	<u>150.81%</u>	<u>208.09%</u>	<u>186.69%</u>	<u>199.92%</u>	<u>211.15%</u>

Note 1: In fiscal year 2021, the plan was changed to a defined contribution plan, which does not necessitate this required supplementary information beginning with the fiscal year ended December 31, 2021.

Note 2: This is a volunteer firefighters' relief association. There is no percentage of payroll to calculate.

CITY OF PLYMOUTH

Plymouth Firefighters' Relief Association
Schedule of Employer Contributions
Year Ended December 31, 2024

City Fiscal Year-End Date	Actuarial Determined Contributions (a)	Contributions in Relation to the Actuarial Determined Contributions (b)	Contribution Deficiency (Excess) (a-b)	Voluntary City Contribution
12/31/2015	\$ 108,897	\$ 480,863	\$ (371,966)	\$ —
12/31/2016	\$ 108,897	\$ 489,748	\$ (380,851)	\$ —
12/31/2017	\$ 32,398	\$ 517,911	\$ (485,513)	\$ —
12/31/2018	\$ 32,398	\$ 523,681	\$ (491,283)	\$ —
12/31/2019	\$ —	\$ 541,606	\$ (541,606)	\$ —
12/31/2020	\$ —	\$ 582,032	\$ (582,032)	\$ —

Note 1: In fiscal year 2021, the plan was changed to a defined contribution plan, which does not necessitate this required supplementary information beginning with the fiscal year ended December 31, 2021.

Note 2: This is a volunteer firefighters' relief association. There is no percentage of payroll to calculate.

CITY OF PLYMOUTH

Other Post-Employment Benefits Plan
Schedule of Changes in the City's Total
OPEB Liability and Related Ratios
Year Ended December 31, 2024

	Fiscal Year Ended			
	2018	2019	2020	2021
Total OPEB liability				
Service cost	\$ 163,991	\$ 152,104	\$ 183,324	\$ 236,449
Interest	101,268	105,995	110,614	95,620
Differences between expected and actual experience	–	(370,513)	–	402,555
Changes of assumptions	–	(95,237)	176,733	108,615
Benefit payments	(100,072)	(120,318)	(129,200)	(145,522)
Net change in total OPEB liability	165,187	(327,969)	341,471	697,717
Total OPEB liability – beginning of year	2,954,357	3,119,544	2,791,575	3,133,046
Total OPEB liability – end of year	<u>\$ 3,119,544</u>	<u>\$ 2,791,575</u>	<u>\$ 3,133,046</u>	<u>\$ 3,830,763</u>
Covered-employee payroll	<u>\$ 20,461,560</u>	<u>\$ 21,316,231</u>	<u>\$ 21,955,718</u>	<u>\$ 24,012,312</u>
Total OPEB liability as a percentage of covered-employee payroll	<u>15.25%</u>	<u>13.10%</u>	<u>14.27%</u>	<u>15.95%</u>

Note 1: The City has not established or accumulated assets in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75 to pay these benefits.

Note: 2: The City implemented GASB Statement No. 75 in fiscal 2018. This schedule is intended to present 10-year trend information. Additional years will be added as they become available.

<u>2022</u>	<u>2023</u>	<u>2024</u>
\$ 243,542	\$ 186,843	\$ 202,286
79,990	81,973	136,697
—	(339,492)	—
—	(448,801)	70,443
(150,337)	(185,169)	(169,997)
173,195	(704,646)	239,429
3,830,763	4,003,958	3,299,312
<u>\$ 4,003,958</u>	<u>\$ 3,299,312</u>	<u>\$ 3,538,741</u>
<u>\$ 24,732,681</u>	<u>\$ 26,808,453</u>	<u>\$ 27,612,707</u>
<u>16.19%</u>	<u>12.31%</u>	<u>12.82%</u>

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CITY OF PLYMOUTH

Notes to Required Supplementary Information December 31, 2024

PERA – GENERAL EMPLOYEES RETIREMENT FUND

2024 CHANGES IN ACTUARIAL ASSUMPTIONS

- Rates of merit and seniority were adjusted, resulting in slightly higher rates.
- Assumed rates of retirement were adjusted as follows: increase the rate of assumed unreduced retirements, slight adjustments to Rule of 90 retirement rates, and slight adjustments to early retirement rates for Tier 1 and Tier 2 members.
- Minor increase in assumed withdrawals for males and females.
- Lower rates of disability.
- Continued use of Pub-2010 General Mortality Table, with slight rate adjustments as recommended in the most recent experience study.
- Minor changes to form of payment assumptions for male and female retirees.
- Minor changes to assumptions made with respect to missing participant data.

2024 CHANGES IN PLAN PROVISIONS

- The workers' compensation offset for disability benefits was eliminated. The actuarial equivalent factors were updated to reflect the changes in assumptions.

2023 CHANGES IN ACTUARIAL ASSUMPTIONS

- The investment return assumption and single discount rate were changed from 6.50 percent to 7.00 percent.

2023 CHANGES IN PLAN PROVISIONS

- An additional one-time direct state aid contribution of \$170.1 million will be contributed to the Plan on October 1, 2023.
- The vesting period of those hired after June 30, 2010, was changed from five years of allowable service to three years of allowable service.
- The benefit increase delay for early retirements on or after January 1, 2024, was eliminated.
- A one-time, noncompounding benefit increase of 2.50 percent minus the actual 2024 adjustment will be payable in a lump sum for calendar year 2024 by March 31, 2024.

2022 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

2021 CHANGES IN ACTUARIAL ASSUMPTIONS

- The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes.
- The mortality improvement scale was changed from Scale MP-2019 to Scale MP-2020.

PERA – GENERAL EMPLOYEES RETIREMENT FUND (CONTINUED)

2020 CHANGES IN ACTUARIAL ASSUMPTIONS

- The price inflation assumption was decreased from 2.50 percent to 2.25 percent.
- The payroll growth assumption was decreased from 3.25 percent to 3.00 percent.
- Assumed salary increase rates were changed as recommended in the June 30, 2019 experience study. The net effect is assumed rates that average 0.25 percent less than previous rates.
- Assumed rates of retirement were changed as recommended in the June 30, 2019 experience study. The changes result in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements.
- Assumed rates of termination were changed as recommended in the June 30, 2019 experience study. The new rates are based on service and are generally lower than the previous rates for years two through five, and slightly higher thereafter.
- Assumed rates of disability were changed as recommended in the June 30, 2019 experience study. The change results in fewer predicted disability retirements for males and females.
- The base mortality table for healthy annuitants and employees was changed from the RP-2014 Table to the Pub-2010 General Mortality Table, with adjustments. The base mortality table for disabled annuitants was changed from the RP-2014 Disabled Annuitant Mortality Table to the Pub-2010 General/Teacher Disabled Annuitant Mortality Table, with adjustments.
- The mortality improvement scale was changed from MP-2018 to MP-2019.
- The assumed spouse age difference was changed from two years older for females to one year older.
- The assumed number of married male new retirees electing the 100.00 percent joint and survivor option changed from 35.00 percent to 45.00 percent. The assumed number of married female new retirees electing the 100.00 percent joint and survivor option changed from 15.00 percent to 30.00 percent. The corresponding number of married new retirees electing the life annuity option was adjusted accordingly.

2020 CHANGES IN PLAN PROVISIONS

- Augmentation for current privatized members was reduced to 2.00 percent for the period July 1, 2020 through December 31, 2023, and zero percent thereafter. Augmentation was eliminated for privatizations occurring after June 30, 2020.

2019 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2017 to MP-2018.

2019 CHANGES IN PLAN PROVISIONS

- The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The state's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

PERA – GENERAL EMPLOYEES RETIREMENT FUND (CONTINUED)

2018 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2015 to MP-2017.
- The assumed benefit increase was changed from 1.00 percent per year through 2044, and 2.50 percent per year thereafter, to 1.25 percent per year.

2018 CHANGES IN PLAN PROVISIONS

- The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024.
- Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018.
- Deferred augmentation was changed to zero percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply.
- Contribution stabilizer provisions were repealed.
- Post-retirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90.00 percent funding ratio to 50.00 percent of the Social Security Cost of Living Adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019.
- For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to Rule of 90 retirees, disability benefit recipients, or survivors.
- Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 CHANGES IN ACTUARIAL ASSUMPTIONS

- The Combined Service Annuity (CSA) loads were changed from 0.80 percent for active members and 60.00 percent for vested and nonvested deferred members. The revised CSA loads are now zero percent for active member liability, 15.00 percent for vested deferred member liability, and 3.00 percent for nonvested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year for all years, to 1.00 percent per year through 2044, and 2.50 percent per year thereafter.

2017 CHANGES IN PLAN PROVISIONS

- The state's contribution for the Minneapolis Employees Retirement Fund equals \$16.0 million in 2017 and 2018, and \$6.0 million thereafter.
- The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from \$21.0 million to \$31.0 million in calendar years 2019 to 2031. The state's contribution changed from \$16.0 million to \$6.0 million in calendar years 2019 to 2031.

2016 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2035, and 2.50 percent per year thereafter, to 1.00 percent per year for all years.
- The assumed investment return was changed from 7.90 percent to 7.50 percent. The single discount rate changed from 7.90 percent to 7.50 percent.
- Other assumptions were changed pursuant to the experience study June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth, and 2.50 percent for inflation.

PERA – GENERAL EMPLOYEES RETIREMENT FUND (CONTINUED)

2015 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2030, and 2.50 percent per year thereafter, to 1.00 percent per year through 2035, and 2.50 percent per year thereafter.

2015 CHANGES IN PLAN PROVISIONS

- On January 1, 2015, the Minneapolis Employees Retirement Fund was merged into the General Employees Fund, which increased the total pension liability by \$1.1 billion and increased the fiduciary plan net position by \$892.0 million. Upon consolidation, state and employer contributions were revised; the state's contribution of \$6.0 million, which meets the special funding situation definition, was due September 2015.

PERA – PUBLIC EMPLOYEES POLICE AND FIRE FUND

2024 CHANGES IN PLAN PROVISIONS

- The state contribution of \$9.0 million per year will continue until the earlier of 1) both the Police and Fire Plan and the State Patrol Retirement Fund attain 90.00 percent funded status for three consecutive years (on an actuarial value of assets basis) or 2) July 1, 2048. The contribution was previously due to expire after attaining a 90.00 percent funded status for one year.
- The additional \$9.0 million contribution will continue until the Police and Fire Plan is fully funded for a minimum of three consecutive years on an actuarial value of assets basis, or July 1, 2048, whichever is earlier. This contribution was previously due to expire upon attainment of fully funded status on an actuarial value of assets basis for one year (or July 1, 2048 if earlier).

2023 CHANGES IN ACTUARIAL ASSUMPTIONS

- The investment return assumption was changed from 6.50 percent to 7.00 percent.
- The single discount rate changed from 5.40 percent to 7.00 percent.

2023 CHANGES IN PLAN PROVISIONS

- Additional one-time direct state aid contribution of \$19.4 million will be contributed to the Plan on October 1, 2023.
- Vesting requirement for new hires after June 30, 2014, was changed from a graded 20-year vesting schedule to a graded 10-year vesting schedule, with 50.00 percent vesting after five years, increasing incrementally to 100.00 percent after 10 years.
- A one-time, noncompounding benefit increase of 3.00 percent will be payable in a lump sum for calendar year 2024 by March 31, 2024.
- Psychological treatment is required effective July 1, 2023, prior to approval for a duty disability benefit for a psychological condition relating to the member's occupation.
- The total and permanent duty disability benefit was increased, effective July 1, 2023.

2022 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.
- This single discount rate changed from 6.50 percent to 5.40 percent.

PERA – PUBLIC EMPLOYEES POLICE AND FIRE FUND (CONTINUED)

2021 CHANGES IN ACTUARIAL ASSUMPTIONS

- The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes.
- The inflation assumption was changed from 2.50 percent to 2.25 percent.
- The payroll growth assumption was changed from 3.25 percent to 3.00 percent.
- The base mortality table for healthy annuitants and employees was changed from the RP-2014 Table to the Pub-2010 Public Safety Mortality Table. The mortality improvement scale was changed from MP-2019 to MP-2020.
- The base mortality table for disabled annuitants was changed from the RP-2014 Healthy Annuitant Mortality Table (with future mortality improvement according to Scale MP-2019) to the Pub-2010 Public Safety Disabled Annuitant Mortality Table (with future mortality improvement according to Scale MP-2020).
- Assumed rates of salary increase were modified as recommended in the July 14, 2020 experience study. The overall impact is a decrease in gross salary increase rates.
- Assumed rates of retirement were changed as recommended in the July 14, 2020 experience study. The changes result in slightly more unreduced retirements and fewer assumed early retirements.
- Assumed rates of withdrawal were changed from select and ultimate rates to service-based rates. The changes result in more assumed terminations.
- Assumed rates of disability were increased for ages 25–44 and decreased for ages over 49. Overall, proposed rates result in more projected disabilities.
- Assumed percent married for active female members was changed from 60.00 percent to 70.00 percent. Minor changes to form of payment assumptions were applied.

2020 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2018 to MP-2019.

2019 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2017 to MP-2018.

2018 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2016 to MP-2017.

2018 CHANGES IN PLAN PROVISIONS

- Post-retirement benefit increases were changed to 1.00 percent for all years, with no trigger.
- An end date of July 1, 2048 was added to the existing \$9.0 million state contribution.
- New annual state aid will equal \$4.5 million in fiscal years 2019 and 2020, and \$9.0 million thereafter, until the plan reaches 100.00 percent funding, or July 1, 2048, if earlier.
- Member contributions were changed from 10.80 percent to 11.30 percent of pay, effective January 1, 2019, and 11.80 percent of pay, effective January 1, 2020.
- Employer contributions were changed from 16.20 percent to 16.95 percent of pay, effective January 1, 2019, and 17.70 percent of pay, effective January 1, 2020.
- Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018.
- Deferred augmentation was changed to zero percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply.
- Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

PERA – PUBLIC EMPLOYEES POLICE AND FIRE FUND (CONTINUED)

2017 CHANGES IN ACTUARIAL ASSUMPTIONS

- Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates.
- Assumed rates of retirement were changed, resulting in fewer retirements.
- The CSA load was 30.00 percent for vested and nonvested deferred members. The CSA has been changed to 33.00 percent for vested members, and 2.00 percent for nonvested members.
- The base mortality table for healthy annuitants was changed from the RP-2000 Fully Generational Table to the RP-2014 Fully Generational Table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 Disabled Mortality Table to the mortality tables assumed for healthy retirees.
- Assumed termination rates were decreased to 3.00 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall.
- Assumed percentage of married female members was decreased from 65.00 percent to 60.00 percent.
- Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females.
- The assumed percentage of female members electing joint and survivor annuities was increased.
- The assumed post-retirement benefit increase rate was changed from 1.00 percent for all years, to 1.00 percent per year through 2064, and 2.50 percent thereafter.
- The single discount rate was changed from 5.60 percent per annum to 7.50 percent per annum.

2016 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2037, and 2.50 percent per year thereafter, to 1.00 percent per year for all future years.
- The assumed investment return was changed from 7.90 percent to 7.50 percent.
- The single discount rate changed from 7.90 percent to 5.60 percent.
- The assumed future salary increases, payroll growth, and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth, and 2.50 percent for inflation.

2015 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2030, and 2.50 percent per year thereafter, to 1.00 percent per year through 2037, and 2.50 percent per year thereafter.

2015 CHANGES IN PLAN PROVISIONS

- The post-retirement benefit increase to be paid after attainment of the 90.00 percent funding threshold was changed from inflation up to 2.50 percent, to a fixed rate of 2.50 percent.

PLYMOUTH FIREFIGHTERS' RELIEF ASSOCIATION

2021 CHANGES IN PLAN TYPE

- In 2021, the Plymouth Firefighters' Relief Association changed from a defined benefit pension plan to a defined contribution plan and does not necessitate the required supplementary information beginning with the fiscal year ended December 31, 2021.

2020 CHANGES IN ACTUARIAL ASSUMPTIONS

- The expected investment return and discount rate decreased from 6.50 percent to 6.25 percent to reflect updated capital market assumptions.
- The inflation assumption decreased from 2.50 percent to 2.25 percent.
- The index rate assumption for 20-year, tax-exempt municipal bonds decreased from 2.75 percent to 2.00 percent.

2020 CHANGES IN PLAN PROVISIONS

- The lump sum benefit amount increased from \$10,500 to \$11,000.
- The reduction in the lump sum pension was changed from 4.00 percent per year for less than 20 years of service to 12.00 percent per year for less than 10 years of service.

2019 CHANGES IN ACTUARIAL ASSUMPTIONS

- The expected investment return and discount rate decreased from 7.00 percent to 6.50 percent to reflect updated capital market assumptions.
- The mortality assumption was updated from the rates used in the July 1, 2017 Minnesota PERA Police and Fire Plan actuarial valuation to the rates used in the July 1, 2019 Minnesota PERA Police and Fire Plan actuarial valuation.
- Deferred members terminating after May 17, 2018 have the option of an income earning benefit on the amount of their accrued lump sum pension. We have assumed a 3.00 percent rate of return.
- The inflation assumption decreased from 2.75 percent to 2.50 percent.

2019 CHANGES IN PLAN PROVISIONS

- The lump sum benefit amount increased from \$10,000 to \$10,500. Deferred members terminating after May 17, 2018 have the option of an income earning benefit on the amount of their accrued lump sum pension.
- The reduction in the lump sum pension was changed from 4.00 percent per year for less than 20 years of service to 12.00 percent per year for less than 10 years of service.

2018 CHANGES IN PLAN PROVISIONS

- Increase in the lump sum pension from \$9,500 to \$10,000 per year of service.

2017 CHANGES IN ACTUARIAL ASSUMPTIONS

- Mortality and termination rates were changed to those used in the most recent Minnesota PERA Police and Fire Plan actuarial valuation.

2016 CHANGES IN ACTUARIAL ASSUMPTIONS

- The discount rate was changed from 6.00 percent to 7.00 percent.

2016 CHANGES IN PLAN PROVISIONS

- The lump sum benefit amount increased from \$9,000 to \$9,500 per year of service.
- The years of service required to take a lump sum pension were reduced from 10 years of service to 5 years of service if after age 50.

OTHER POST-EMPLOYMENT BENEFITS PLAN

2024 CHANGES IN ACTUARIAL ASSUMPTIONS

- The discount rate was changed from 4.00 percent to 3.70 percent.

2023 CHANGES IN ACTUARIAL ASSUMPTIONS

- The healthcare trend rates and mortality tables were updated.
- The retirement, withdrawal, and salary increase rates for public safety employees were updated.
- The inflation rate was changed from 2.00 percent to 2.50 percent.
- The discount rate was changed from 2.00 percent to 4.00 percent.

2021 CHANGES IN ACTUARIAL ASSUMPTIONS

- The healthcare trend rates, mortality tables, and salary increase rates were updated.
- The retirement and withdrawal rates for nonsafety personnel were updated.
- The inflation rate was changed from 2.50 percent to 2.00 percent.
- The discount rate was changed from 2.90 percent to 2.00 percent.

2020 CHANGES IN ACTUARIAL ASSUMPTIONS

- The discount rate was changed from 3.80 percent to 2.90 percent.

2019 CHANGES IN ACTUARIAL ASSUMPTIONS

- The healthcare trend rates were changed to better anticipate short-term and long-term medical increases.
- The mortality tables were updated from the RP-2014 White Collar Mortality Tables with MP-2016 Generational Improvement Scale (with blue collar adjustment for police and fire personnel) to the RP-2014 White Collar Mortality Tables with MP-2018 Generational Improvement Scale (with blue collar adjustment for police and fire personnel).
- The retirement and withdrawal tables for police and fire personnel were updated.
- The discount rate was changed from 3.30 percent to 3.80 percent.

**GOVERNMENTAL COMBINING AND INDIVIDUAL FUND
STATEMENTS AND SCHEDULES**

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CITY OF PLYMOUTH

Nonmajor Governmental Funds
Combining Balance Sheet
December 31, 2024
(With Comparative Totals for December 31, 2023)

	Special Revenue	Debt Service	Capital Project
	<u> </u>	<u> </u>	<u> </u>
Assets			
Cash and investments	\$ 2,618,420	\$ 3,700,602	\$ 12,052,641
Restricted cash and investments	—	—	—
Receivables			
Accounts	76,265	57,556	—
Notes	1,110,571	—	—
Taxes	6,098	21,509	10,246
Special assessments	—	—	—
Accrued interest	101,057	—	128,173
Leases	—	—	863,582
Due from other governments	28,337	33,628	3,511,809
Inventory	409	—	—
Advances to other funds	—	—	122,107
	<u> </u>	<u> </u>	<u> </u>
Total assets	<u>\$ 3,941,157</u>	<u>\$ 3,813,295</u>	<u>\$ 16,688,558</u>
Liabilities			
Accounts payable	\$ 81,336	\$ —	\$ 62
Contracts payable	—	—	—
Accrued salaries and benefits payable	51,642	—	—
Deposits payable	650	—	193,200
Due to other governments	1,772	—	—
Unearned revenue	714,787	—	16,711
Total liabilities	<u>850,187</u>	<u>—</u>	<u>209,973</u>
Deferred inflows of resources			
Unavailable revenue – notes and related interest	1,197,273	—	—
Unavailable revenue – taxes	5,448	18,857	9,385
Lease revenue for subsequent years	—	—	819,756
Total deferred inflows of resources	<u>1,202,721</u>	<u>18,857</u>	<u>829,141</u>
Fund balances (deficits)			
Nonspendable	409	—	—
Restricted	663,163	3,794,438	6,372,462
Assigned	1,224,677	—	9,276,982
Unassigned	—	—	—
Total fund balances	<u>1,888,249</u>	<u>3,794,438</u>	<u>15,649,444</u>
	<u> </u>	<u> </u>	<u> </u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 3,941,157</u>	<u>\$ 3,813,295</u>	<u>\$ 16,688,558</u>

Permanent Fund	Totals	
	2024	2023
\$ 217,521	\$ 18,589,184	\$ 36,972,782
—	—	132,519
—	133,821	829,015
—	1,110,571	1,257,645
—	37,853	98,965
—	—	258
1,182	230,412	316,390
—	863,582	909,900
—	3,573,774	156,653
—	409	683
—	122,107	207,073
<u>\$ 218,703</u>	<u>\$ 24,661,713</u>	<u>\$ 40,881,883</u>
\$ —	\$ 81,398	\$ 122,007
—	—	595,711
—	51,642	29,022
—	193,850	201,700
—	1,772	4,227
—	731,498	650,299
<u>—</u>	<u>1,060,160</u>	<u>1,602,966</u>
—	1,197,273	1,358,550
—	33,690	56,845
—	819,756	878,954
<u>—</u>	<u>2,050,719</u>	<u>2,294,349</u>
45,860	46,269	46,543
172,843	11,002,906	17,611,145
—	10,501,659	19,790,072
—	—	(463,192)
<u>218,703</u>	<u>21,550,834</u>	<u>36,984,568</u>
<u>\$ 218,703</u>	<u>\$ 24,661,713</u>	<u>\$ 40,881,883</u>

CITY OF PLYMOUTH

Nonmajor Governmental Funds
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	Special Revenue	Debt Service	Capital Project
Revenue			
Property taxes	\$ 962,616	\$ 3,810,079	\$ 1,505,450
Special assessments	—	—	—
Licenses and permits	—	—	—
Other taxes	202,417	404,894	—
Intergovernmental	709,694	33	8,523,823
Charges for services	2,398,647	—	105,087
Franchise taxes	—	—	—
Contributions	19,439	—	187,969
Investment earnings	79,474	4,258	1,051,706
Loan repayments	16,706	—	—
Other	129,040	—	454,895
Total revenues	4,518,033	4,219,264	11,828,930
Expenditures			
Current			
General government	127,318	—	—
Economic development	70	192	—
Parks and recreation	3,773,622	3,387	92,268
Public safety	12,026	84	—
Public service	356,591	—	—
Public works	—	—	552
Debt service			
Principal retirement	—	2,375,000	—
Interest and fiscal charges	—	1,406,475	—
Capital outlay	34,683	—	54,735
Total expenditures	4,304,310	3,785,138	147,555
Excess of revenues over expenditures	213,723	434,126	11,681,375
Other financing sources (uses)			
Transfers in	—	500,000	823,387
Transfers out	—	(1,689,563)	(23,894,882)
Total other financing sources (uses)	—	(1,189,563)	(23,071,495)
Net change in fund balances	213,723	(755,437)	(11,390,120)
Fund balances			
Beginning of year, as previously reported	1,674,526	4,549,875	30,550,622
Change within financial reporting entity	—	—	(3,511,058)
Beginning of year, as restated	1,674,526	4,549,875	27,039,564
End of year	\$ 1,888,249	\$ 3,794,438	\$ 15,649,444

Permanent Fund	Totals	
	2024	2023
\$ —	\$ 6,278,145	\$ 8,940,179
—	—	5,529
—	—	143,184
—	607,311	668,619
—	9,233,550	3,886,517
—	2,503,734	2,502,845
—	—	2,804,253
—	207,408	1,884,512
9,195	1,144,633	1,877,903
—	16,706	16,096
—	583,935	1,305,962
9,195	20,575,422	24,035,599
—	127,318	79,258
—	262	230
—	3,869,277	3,259,765
—	12,110	1,798
—	356,591	595,956
37	589	5,127
—	2,375,000	3,860,000
—	1,406,475	1,537,278
—	89,418	1,321,060
37	8,237,040	10,660,472
9,158	12,338,382	13,375,127
—	1,323,387	2,669,250
—	(25,584,445)	(17,375,438)
—	(24,261,058)	(14,706,188)
9,158	(11,922,676)	(1,331,061)
209,545	36,984,568	38,315,629
—	(3,511,058)	—
209,545	33,473,510	38,315,629
\$ 218,703	\$ 21,550,834	\$ 36,984,568

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NONMAJOR SPECIAL REVENUE FUNDS

Recreation Fund – Property taxes are levied and revenue from participants is received in the City's recreational programs. These revenues are used to finance the recreational programs offered to the citizens of the City and other participants.

Parkers Lake Cemetery Maintenance Fund – Revenues derived from the sale of cemetery lots are receipted into this fund and are used to finance cemetery maintenance costs.

Community Development Fund – This fund is used to account for funds to assist with financing the costs of community development functions, such as comprehensive plan updates, land use maps, and other development activities.

Economic Development Fund – This fund was established to account for activities to encourage economic development by supplementing conventional financing sources available to existing and new businesses.

Community Development Block Grant Fund – This fund receives and expends the City's allocation of the Federal Community Development Block Grant Program funds. The primary beneficiaries from the activities of this fund are persons of low and moderate income.

Lawful Gambling Fund – The Plymouth Lions manage lawful gambling operations in the City. The City receives fees and makes expenditures in accordance with state statutes.

Opioid Settlement Fund – This fund is used to account for the receipt of opioid settlement funds and expenditures for opioid remediation activities or restitution.

Destination Marketing Organization Fund – This fund is used to account for the receipt of lodging taxes and expenditures for the promotion of the City's activities, events, quality dining, hotels, attractions, and premier recreation opportunities.

Local Affordable Housing Aid Fund (LAHA) – This fund is used to account for the LAHA program, which helps metropolitan local governments develop and preserve affordable housing to prevent homelessness.

CITY OF PLYMOUTH

Nonmajor Special Revenue Funds

Combining Balance Sheet

December 31, 2024

(With Comparative Totals for December 31, 2023)

	Recreation	Parkers Lake Cemetery Maintenance	Community Development	Economic Development	Community Development Block Grant
Assets					
Cash and investments	\$ 1,057,992	\$ 117,548	\$ 64,106	\$ 203,439	\$ 27,216
Receivables					
Accounts	16,161	—	—	1,553	—
Notes	—	—	225,000	50,647	834,924
Taxes	6,079	—	—	—	19
Accrued interest	5,869	639	60,451	1,106	26,746
Due from other governments	—	—	—	—	11,526
Inventory	409	—	—	—	—
Total assets	\$ 1,086,510	\$ 118,187	\$ 349,557	\$ 256,745	\$ 900,431
Liabilities					
Accounts payable	\$ 16,462	\$ —	\$ —	\$ —	\$ 11,095
Accrued salaries and benefits payable	47,525	—	—	—	329
Deposits payable	650	—	—	—	—
Due to other governments	1,767	—	—	—	5
Unearned revenue	714,787	—	—	—	—
Total liabilities	781,191	—	—	—	11,429
Deferred inflows of resources					
Unavailable revenue – notes and related interest	—	—	285,103	50,647	861,523
Unavailable revenue – taxes	5,429	—	—	—	19
Total deferred inflows of resources	5,429	—	285,103	50,647	861,542
Fund balances					
Nonspendable	409	—	—	—	—
Restricted	—	—	—	—	27,460
Assigned	299,481	118,187	64,454	206,098	—
Total fund balances	299,890	118,187	64,454	206,098	27,460
Total liabilities, deferred inflows of resources, and fund balances	\$ 1,086,510	\$ 118,187	\$ 349,557	\$ 256,745	\$ 900,431

Lawful Gambling	Opioid Settlement	Destination Marketing Organization	Local Affordable Housing Aid	Totals	
				2024	2023
\$ 77,398	\$ 209,508	\$ 498,251	\$ 362,962	\$ 2,618,420	\$ 2,314,038
29,973	—	28,578	—	76,265	76,837
—	—	—	—	1,110,571	1,257,645
—	—	—	—	6,098	9,874
421	1,138	2,707	1,980	101,057	116,445
—	—	16,811	—	28,337	51,757
—	—	—	—	409	683
<u>\$ 107,792</u>	<u>\$ 210,646</u>	<u>\$ 546,347</u>	<u>\$ 364,942</u>	<u>\$ 3,941,157</u>	<u>\$ 3,827,279</u>
\$ 47,677	\$ —	\$ 6,102	\$ —	\$ 81,336	\$ 119,663
—	—	3,788	—	51,642	29,022
—	—	—	—	650	100
—	—	—	—	1,772	4,227
—	—	—	—	714,787	634,050
<u>47,677</u>	<u>—</u>	<u>9,890</u>	<u>—</u>	<u>850,187</u>	<u>787,062</u>
—	—	—	—	1,197,273	1,358,550
—	—	—	—	5,448	7,141
<u>—</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>1,202,721</u>	<u>1,365,691</u>
—	—	—	—	409	683
60,115	210,646	—	364,942	663,163	201,603
—	—	536,457	—	1,224,677	1,472,240
<u>60,115</u>	<u>210,646</u>	<u>536,457</u>	<u>364,942</u>	<u>1,888,249</u>	<u>1,674,526</u>
<u>\$ 107,792</u>	<u>\$ 210,646</u>	<u>\$ 546,347</u>	<u>\$ 364,942</u>	<u>\$ 3,941,157</u>	<u>\$ 3,827,279</u>

CITY OF PLYMOUTH

Nonmajor Special Revenue Funds
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	Recreation	Parkers Lake Cemetery Maintenance	Community Development	Economic Development	Community Development Block Grant
Revenue					
Property taxes	\$ 962,616	\$ —	\$ —	\$ —	\$ —
Other taxes	—	—	—	—	—
Intergovernmental	9	—	—	—	346,574
Charges for services	2,278,834	620	—	—	—
Contributions	19,439	—	—	—	—
Investment earnings	26,190	4,956	2,709	10,144	1,473
Loan repayments	—	—	—	16,706	—
Other	13,182	—	—	—	230
Total revenues	<u>3,300,270</u>	<u>5,576</u>	<u>2,709</u>	<u>26,850</u>	<u>348,277</u>
Expenditures					
Current					
General government	—	—	—	—	—
Economic development	—	—	11	34	—
Parks and recreation	3,512,336	—	—	—	—
Public safety	—	—	—	—	—
Public service	—	20	—	—	356,571
Capital outlay					
Parks and recreation	26,836	—	—	—	—
Total expenditures	<u>3,539,172</u>	<u>20</u>	<u>11</u>	<u>34</u>	<u>356,571</u>
Excess (deficiency) of revenues over expenditures	(238,902)	5,556	2,698	26,816	(8,294)
Other financing sources					
Transfers in	—	—	—	—	—
Net change in fund balances	(238,902)	5,556	2,698	26,816	(8,294)
Fund balances					
Beginning of year	<u>538,792</u>	<u>112,631</u>	<u>61,756</u>	<u>179,282</u>	<u>35,754</u>
End of year	<u>\$ 299,890</u>	<u>\$ 118,187</u>	<u>\$ 64,454</u>	<u>\$ 206,098</u>	<u>\$ 27,460</u>

Lawful Gambling	Opioid Settlement	Destination Marketing Organization	Local Affordable Housing Aid	Totals	
				2024	2023
\$ —	\$ —	\$ —	\$ —	\$ 962,616	\$ 930,356
—	—	202,417	—	202,417	222,851
—	—	—	363,111	709,694	542,882
119,193	—	—	—	2,398,647	2,357,763
—	—	—	—	19,439	30,730
2,639	6,796	22,711	1,856	79,474	125,897
—	—	—	—	16,706	16,096
—	115,628	—	—	129,040	31,412
<u>121,832</u>	<u>122,424</u>	<u>225,128</u>	<u>364,967</u>	<u>4,518,033</u>	<u>4,257,987</u>
127,318	—	—	—	127,318	79,258
—	—	—	25	70	35
—	—	261,286	—	3,773,622	3,217,569
—	12,026	—	—	12,026	14
—	—	—	—	356,591	595,956
—	—	7,847	—	34,683	—
<u>127,318</u>	<u>12,026</u>	<u>269,133</u>	<u>25</u>	<u>4,304,310</u>	<u>3,892,832</u>
(5,486)	110,398	(44,005)	364,942	213,723	365,155
—	—	—	—	—	367,860
(5,486)	110,398	(44,005)	364,942	213,723	733,015
<u>65,601</u>	<u>100,248</u>	<u>580,462</u>	<u>—</u>	<u>1,674,526</u>	<u>941,511</u>
<u>\$ 60,115</u>	<u>\$ 210,646</u>	<u>\$ 536,457</u>	<u>\$ 364,942</u>	<u>\$ 1,888,249</u>	<u>\$ 1,674,526</u>

CITY OF PLYMOUTH

Recreation Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances –
Budget and Actual
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Property taxes	\$ 973,449	\$ 962,616	\$ (10,833)	\$ 930,356
Intergovernmental	–	9	9	8
Charges for services	2,169,482	2,278,834	109,352	2,239,401
Contributions	19,946	19,439	(507)	30,730
Investment earnings	–	26,190	26,190	78,226
Other	9,500	13,182	3,682	12,377
Total revenues	3,172,377	3,300,270	127,893	3,291,098
Expenditures				
Current				
Parks and recreation				
Personal services	1,853,153	2,113,975	260,822	1,872,099
Materials and supplies	148,185	177,769	29,584	173,538
Contractual services	1,012,751	1,124,351	111,600	1,066,675
Other	85,275	96,241	10,966	98,728
Capital outlay	–	26,836	26,836	–
Total expenditures	3,099,364	3,539,172	439,808	3,211,040
Excess (deficiency) of revenues over (under) expenditures	73,013	(238,902)	(311,915)	80,058
Other financing sources (uses)				
Transfers in	–	–	–	990
Transfers out	(73,013)	–	73,013	–
Total other financing sources (uses)	(73,013)	–	73,013	990
Net change in fund balances	\$ –	(238,902)	\$ (238,902)	81,048
Fund balances				
Beginning of year		538,792		457,744
End of year		\$ 299,890		\$ 538,792

CITY OF PLYMOUTH

Community Development Block Grant Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances –
Budget and Actual
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Intergovernmental	\$ 355,452	\$ 346,574	\$ (8,878)	\$ 542,874
Investment earnings	300	1,473	1,173	2,642
Other	—	230	230	40
Total revenues	<u>355,752</u>	<u>348,277</u>	<u>(7,475)</u>	<u>545,556</u>
Expenditures				
Current				
Public service				
Personal services	33,979	31,260	(2,719)	17,976
Materials and supplies	300	131	(169)	—
Contractual services	19,199	17,035	(2,164)	12,370
Other	<u>457,577</u>	<u>308,145</u>	<u>(149,432)</u>	<u>553,918</u>
Total expenditures	<u>511,055</u>	<u>356,571</u>	<u>(154,484)</u>	<u>584,264</u>
Excess (deficiency) of revenues over (under) expenditures	(155,303)	(8,294)	147,009	(38,708)
Other financing sources				
Transfers in	<u>155,303</u>	<u>—</u>	<u>(155,303)</u>	<u>—</u>
Net change in fund balances	<u>\$ —</u>	<u>(8,294)</u>	<u>\$ (8,294)</u>	<u>(38,708)</u>
Fund balances				
Beginning of year		<u>35,754</u>		<u>74,462</u>
End of year		<u>\$ 27,460</u>		<u>\$ 35,754</u>

CITY OF PLYMOUTH

Destination Marketing Organization Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances –
Budget and Actual
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Other taxes	\$ –	\$ 202,417	\$ 202,417	\$ 222,851
Investment earnings	–	22,711	22,711	16,322
Total revenues	–	225,128	225,128	239,173
Expenditures				
Current				
Parks and recreation				
Personal services	121,333	125,027	3,694	–
Materials and supplies	50,000	9,345	(40,655)	–
Contractual services	125,000	123,932	(1,068)	6,500
Other	–	2,982	2,982	29
Capital outlay	–	7,847	7,847	–
Total expenditures	296,333	269,133	(27,200)	6,529
Excess (deficiency) of revenues over (under) expenditures	(296,333)	(44,005)	252,328	232,644
Other financing sources (uses)				
Transfers in	365,880	–	(365,880)	347,818
Transfers out	(69,547)	–	69,547	–
Total other financing sources (uses)	296,333	–	(296,333)	347,818
Net change in fund balances	\$ –	(44,005)	\$ (44,005)	580,462
Fund balances				
Beginning of year		580,462		–
End of year		\$ 536,457		\$ 580,462

NONMAJOR DEBT SERVICE FUNDS

General Obligation Bonds Fund – This fund is used to account for the accumulation of resources for payment of general obligation bonds or other general indebtedness and interest thereon.

Tax Increment Bonds Fund – This fund was used to account for the accumulation of resources for payment of tax increment general obligation bonds and interest thereon. The tax increment bonds have been paid off and the fund was closed in the current year.

CITY OF PLYMOUTH

Nonmajor Debt Service Funds
Combining Balance Sheet
December 31, 2024
(With Comparative Totals for December 31, 2023)

	General Obligation Bonds	Tax Increment Bonds	Totals	
			2024	2023
Assets				
Cash and investments	\$ 3,700,602	\$ —	\$ 3,700,602	\$ 4,477,826
Receivables				
Accounts	57,556	—	57,556	46,988
Taxes	21,509	—	21,509	45,886
Due from other governments	33,628	—	33,628	—
Total assets	<u>\$ 3,813,295</u>	<u>\$ —</u>	<u>\$ 3,813,295</u>	<u>\$ 4,570,700</u>
Liabilities				
Accounts payable	\$ —	\$ —	\$ —	\$ 2,256
Deferred inflows of resources				
Unavailable revenue – taxes	18,857	—	18,857	18,569
Fund balances				
Restricted	<u>3,794,438</u>	<u>—</u>	<u>3,794,438</u>	<u>4,549,875</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 3,813,295</u>	<u>\$ —</u>	<u>\$ 3,813,295</u>	<u>\$ 4,570,700</u>

CITY OF PLYMOUTH

Nonmajor Debt Service Funds
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	General Obligation Bonds	Tax Increment Bonds	Totals	
			2024	2023
Revenues				
Property taxes	\$ 3,671,328	\$ 138,751	\$ 3,810,079	\$ 3,746,094
Other taxes	404,894	—	404,894	445,768
Intergovernmental	33	—	33	29
Investment earnings	2,289	1,969	4,258	139
Total revenues	4,078,544	140,720	4,219,264	4,192,030
Expenditures				
Current				
Economic development	—	192	192	195
Parks and recreation	3,387	—	3,387	6,879
Public safety	84	—	84	29
Debt service				
Principal retirement	2,375,000	—	2,375,000	3,860,000
Interest and fiscal charges	1,406,475	—	1,406,475	1,537,278
Total expenditures	3,784,946	192	3,785,138	5,404,381
Excess (deficiency) of revenues over (under) expenditures	293,598	140,528	434,126	(1,212,351)
Other financing sources (uses)				
Transfers in	500,000	—	500,000	1,609,887
Transfers out	(827)	(1,688,736)	(1,689,563)	—
Total other financing sources (uses)	499,173	(1,688,736)	(1,189,563)	1,609,887
Net change in fund balances	792,771	(1,548,208)	(755,437)	397,536
Fund balances				
Beginning of year	3,001,667	1,548,208	4,549,875	4,152,339
End of year	\$ 3,794,438	\$ —	\$ 3,794,438	\$ 4,549,875

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NONMAJOR CAPITAL PROJECT FUNDS

Minnesota State Aid Fund – This fund is used to account for the City's allocation of the state collected highway user tax. The allocation is based on population and need for construction of designated state aid streets in the City.

Community Improvement Fund – This fund is used to account for expenditures, which may be made only for items of a capital nature. Allowed expenditures are provided for by ordinance. Funds are deposited into this fund from surplus money or special assessment collections that remain after an improvement project has been fully funded and the bonds issued for the project paid.

Park Replacement Fund – This fund is used to account for the accumulation of resources for the major repairs and replacement of the City's park facilities and trails.

Project Administration Fund – Revenues received are a portion of all special assessments, which are levied on benefiting properties, and are used to provide funds for project contingencies and other special projects.

Park Construction Fund – These funds are used to account for the monies received from land developers and are used for the acquisition and development of park land.

Capital Improvement Fund – This fund was established to accumulate resources for capital improvements, such as building construction, without the need to issue bonds.

Plymouth Community Center Expansion Fund – This fund was used to account for expenditures incurred in the renovation and expansion of the Plymouth Community Center. This fund was closed in the current year with the completion of the project.

Fire Stations Construction Fund – This fund was used to account for expenditures incurred for the Fire Station #2 and Fire Station #3 replacement projects. This fund was closed in the current year with the completion of the project.

CITY OF PLYMOUTH

Nonmajor Capital Project Funds
Combining Balance Sheet
December 31, 2024
(With Comparative Totals for December 31, 2023)

	Minnesota State Aid	Community Improvement	Park Replacement	Project Administration
Assets				
Cash and investments	\$ —	\$ —	\$ 1,727,105	\$ 266,945
Restricted cash and investments	—	—	—	—
Receivables				
Accounts	—	—	—	—
Taxes	—	—	6,805	—
Special assessments	—	—	—	—
Accrued interest	16,037	—	15,065	1,451
Leases	—	—	863,582	—
Due from other governments	3,511,809	—	—	—
Advances to other funds	—	—	—	—
Total assets	<u>\$ 3,527,846</u>	<u>\$ —</u>	<u>\$ 2,612,557</u>	<u>\$ 268,396</u>
Liabilities				
Accounts payable	\$ —	\$ —	\$ 62	\$ —
Contracts payable	—	—	—	—
Deposits payable	—	—	193,200	—
Unearned revenue	—	—	16,711	—
Total liabilities	<u>—</u>	<u>—</u>	<u>209,973</u>	<u>—</u>
Deferred inflows of resources				
Unavailable revenue – taxes	—	—	6,233	—
Lease revenue for subsequent years	—	—	819,756	—
Total deferred inflows of resources	<u>—</u>	<u>—</u>	<u>825,989</u>	<u>—</u>
Fund balances (deficits)				
Restricted	3,527,846	—	—	—
Assigned	—	—	1,576,595	268,396
Unassigned	—	—	—	—
Total fund balances	<u>3,527,846</u>	<u>—</u>	<u>1,576,595</u>	<u>268,396</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 3,527,846</u>	<u>\$ —</u>	<u>\$ 2,612,557</u>	<u>\$ 268,396</u>

Park Construction	Capital Improvement	Formerly Nonmajor Street Replacement	Plymouth Community Center Expansion	Fire Stations Construction	Totals	
					2024	2023
\$ 2,788,036	\$ 7,270,555	\$ —	\$ —	\$ —	\$ 12,052,641	\$ 29,972,752
—	—	—	—	—	—	132,519
—	—	—	—	—	—	705,190
—	3,441	—	—	—	10,246	43,205
—	—	—	—	—	—	258
56,580	39,040	—	—	—	128,173	198,566
—	—	—	—	—	863,582	909,900
—	—	—	—	—	3,511,809	104,896
—	122,107	—	—	—	122,107	207,073
<u>\$ 2,844,616</u>	<u>\$ 7,435,143</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 16,688,558</u>	<u>\$ 32,274,359</u>
\$ —	\$ —	\$ —	\$ —	\$ —	\$ 62	\$ 88
—	—	—	—	—	—	595,711
—	—	—	—	—	193,200	201,600
—	—	—	—	—	16,711	16,249
—	—	—	—	—	209,973	813,648
—	3,152	—	—	—	9,385	31,135
—	—	—	—	—	819,756	878,954
—	3,152	—	—	—	829,141	910,089
2,844,616	—	—	—	—	6,372,462	12,695,982
—	7,431,991	—	—	—	9,276,982	18,317,832
—	—	—	—	—	—	(463,192)
<u>2,844,616</u>	<u>7,431,991</u>	<u>—</u>	<u>—</u>	<u>—</u>	<u>15,649,444</u>	<u>30,550,622</u>
<u>\$ 2,844,616</u>	<u>\$ 7,435,143</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ —</u>	<u>\$ 16,688,558</u>	<u>\$ 32,274,359</u>

CITY OF PLYMOUTH

Nonmajor Capital Project Funds
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	Minnesota State Aid	Community Improvement	Park Replacement	Project Administration
Revenues				
Property taxes	\$ —	\$ —	\$ 999,867	\$ —
Special assessments	—	—	—	—
Licenses and permits	—	—	—	—
Intergovernmental	3,511,809	—	12,009	—
Charges for services	—	—	105,087	—
Franchise taxes	—	—	—	—
Contributions	—	—	7,489	—
Investment earnings	124,747	102,810	82,129	11,283
Other	—	—	—	—
Total revenues	3,636,556	102,810	1,206,581	11,283
Expenditures				
Current				
Parks and recreation	—	565	88,747	—
Public safety	—	—	—	—
Public works	507	—	—	45
Capital outlay	—	—	—	—
Total expenditures	507	565	88,747	45
Excess of revenues over expenditures	3,636,049	102,245	1,117,834	11,238
Other financing sources (uses)				
Transfers in	331,667	4,852	8,349	—
Transfers out	(3,282,649)	(6,745,897)	(822,150)	—
Total other financing sources (uses)	(2,950,982)	(6,741,045)	(813,801)	—
Net change in fund balances	685,067	(6,638,800)	304,033	11,238
Fund balances (deficits)				
Beginning of year, as previously reported	2,842,779	6,638,800	1,272,562	257,158
Change within financial reporting entity	—	—	—	—
Beginning of year, as restated	2,842,779	6,638,800	1,272,562	257,158
End of year	\$ 3,527,846	\$ —	\$ 1,576,595	\$ 268,396

Park Construction	Capital Improvement	Formerly Nonmajor Street Replacement	Plymouth Community Center Expansion	Fire Stations Construction	Totals	
					2024	2023
\$ —	\$ 505,583	\$ —	\$ —	\$ —	\$ 1,505,450	\$ 4,263,729
—	—	—	—	—	—	5,529
—	—	—	—	—	—	143,184
—	5	—	5,000,000	—	8,523,823	3,343,606
—	—	—	—	—	105,087	145,082
—	—	—	—	—	—	2,804,253
180,480	—	—	—	—	187,969	1,853,782
436,033	289,331	—	—	5,373	1,051,706	1,741,327
—	—	—	39,408	415,487	454,895	1,274,550
616,513	794,919	—	5,039,408	420,860	11,828,930	15,575,042
1,774	1,182	—	—	—	92,268	35,317
—	—	—	—	—	—	1,755
—	—	—	—	—	552	5,095
—	—	—	34,671	20,064	54,735	1,321,060
1,774	1,182	—	34,671	20,064	147,555	1,363,227
614,739	793,737	—	5,004,737	400,796	11,681,375	14,211,815
—	—	—	48,585	429,934	823,387	691,503
(7,623,326)	—	—	(5,000,000)	(420,860)	(23,894,882)	(17,375,438)
(7,623,326)	—	—	(4,951,415)	9,074	(23,071,495)	(16,683,935)
(7,008,587)	793,737	—	53,322	409,870	(11,390,120)	(2,472,120)
9,853,203	6,638,254	3,511,058	(53,322)	(409,870)	30,550,622	33,022,742
—	—	(3,511,058)	—	—	(3,511,058)	—
9,853,203	6,638,254	—	(53,322)	(409,870)	27,039,564	33,022,742
\$ 2,844,616	\$ 7,431,991	\$ —	\$ —	\$ —	\$ 15,649,444	\$ 30,550,622

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NONMAJOR PERMANENT FUND

Parkers Lake Cemetery Perpetual Care Fund – This fund was established to account for funds dedicated to perpetual maintenance of the cemetery; only earnings, and not principal, may be expended for major capital improvements.

CITY OF PLYMOUTH

Nonmajor Permanent Fund
Parkers Lake Cemetery Perpetual Care Fund
Comparative Balance Sheet
December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Assets		
Cash and investments	\$ 217,521	\$ 208,166
Receivables		
Accrued interest	<u>1,182</u>	<u>1,379</u>
Total assets	<u>\$ 218,703</u>	<u>\$ 209,545</u>
Fund balances		
Nonspendable	\$ 45,860	\$ 45,860
Restricted	<u>172,843</u>	<u>163,685</u>
Total fund balances	<u>\$ 218,703</u>	<u>\$ 209,545</u>

CITY OF PLYMOUTH

Nonmajor Permanent Fund
Parkers Lake Cemetery Perpetual Care Fund
Comparative Schedule of Revenues, Expenditures,
and Changes in Fund Balances
Years Ended December 31, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Revenues		
Investment earnings	\$ 9,195	\$ 10,540
Expenditures		
Current		
Public works	<u>37</u>	<u>32</u>
Net change in fund balances	9,158	10,508
Fund balances		
Beginning of year	<u>209,545</u>	<u>199,037</u>
End of year	<u>\$ 218,703</u>	<u>\$ 209,545</u>

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GENERAL FUND

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CITY OF PLYMOUTH

General Fund
Comparative Balance Sheet
December 31, 2024 and 2023

	Totals	
	2024	2023
Assets		
Cash and investments	\$ 25,987,637	\$ 25,187,751
Receivables		
Accounts	492,782	342,250
Taxes	265,223	383,030
Special assessments	39,799	27,056
Accrued interest	182,605	205,062
Leases	2,594,273	2,763,380
Due from other governments	384,322	246,552
Inventory	92	92
Prepaid items	75,996	128,576
Total assets	<u>\$ 30,022,729</u>	<u>\$ 29,283,749</u>
Liabilities		
Accounts payable	\$ 688,311	\$ 475,916
Accrued salaries and benefits payable	910,322	592,904
Deposits payable	330,782	579,560
Due to other funds	11,759	10,916
Due to other governments	69,141	79,020
Unearned revenue	813,654	592,876
Total liabilities	<u>2,823,969</u>	<u>2,331,192</u>
Deferred inflows of resources		
Unavailable revenue – taxes	240,035	275,416
Unavailable revenue – special assessments	26,108	26,046
Unavailable revenue – other receivables	79,202	65,757
Lease revenue for subsequent years	2,481,933	2,701,432
Total deferred inflows of resources	<u>2,827,278</u>	<u>3,068,651</u>
Fund balances		
Nonspendable	76,088	128,668
Restricted	2,073,275	2,302,636
Assigned	31,991	2,605
Unassigned	22,190,128	21,449,997
Total fund balances	<u>24,371,482</u>	<u>23,883,906</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 30,022,729</u>	<u>\$ 29,283,749</u>

CITY OF PLYMOUTH

General Fund
Schedule of Revenues and Other Financing Sources –
Budget and Actual
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Property taxes	\$ 40,878,873	\$ 41,153,479	\$ 274,606	\$ 37,402,355
Special assessments	10,000	5,330	(4,670)	5,892
Licenses and permits	3,693,210	5,844,075	2,150,865	5,877,665
Intergovernmental				
State grants and aids	2,929,650	3,214,210	284,560	6,960,751
Federal grants	354,510	224,232	(130,278)	196,485
Other	519,374	674,815	155,441	447,801
Total intergovernmental	3,803,534	4,113,257	309,723	7,605,037
Charges for services	4,387,932	3,480,210	(907,722)	3,417,832
Fines and forfeitures	415,000	353,784	(61,216)	356,927
Contributions	36,300	9,650	(26,650)	25,500
Investment earnings	225,500	721,413	495,913	1,230,096
Other	36,500	984,005	947,505	112,897
Total revenues	53,486,849	56,665,203	3,178,354	56,034,201
Other financing sources				
Transfers in	420,800	1,349,823	929,023	1,020,420
Total revenues and other financing sources	\$ 53,907,649	\$ 58,015,026	\$ 4,107,377	\$ 57,054,621

CITY OF PLYMOUTH

General Fund
Schedule of Expenditures and Other Financing Uses –
Budget and Actual
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024		2023
	Original and Final Budget	Actual	Over (Under) Final Budget Actual
Expenditures			
General government			
Personal services	\$ 4,739,302	\$ 5,262,124	\$ 522,822
Materials and supplies	27,750	18,501	(9,249)
Contractual services	3,370,317	2,867,267	(503,050)
Other	629,295	1,627,148	997,853
Total general government	8,766,664	9,775,040	1,008,376
Economic development			
Personal services	160,168	74,820	(85,348)
Materials and supplies	500	1,220	720
Contractual services	55,426	45,191	(10,235)
Total economic development	216,094	121,231	(94,863)
Parks and recreation			
Personal services	5,005,957	5,077,247	71,290
Materials and supplies	497,200	545,837	48,637
Contractual services	3,482,424	3,589,719	107,295
Capital outlay	290,000	434,417	144,417
Other	52,475	42,869	(9,606)
Total parks and recreation	9,328,056	9,690,089	362,033
Public safety			
Personal services	21,054,098	20,126,499	(927,599)
Materials and supplies	776,130	597,557	(178,573)
Contractual services	5,032,599	5,020,805	(11,794)
Capital outlay	35,000	318,327	283,327
Other	913,928	941,056	27,128
Total public safety	27,811,755	27,004,244	(807,511)
Public works			
Personal services	3,229,807	2,905,839	(323,968)
Materials and supplies	500,550	265,332	(235,218)
Contractual services	3,871,207	3,237,003	(634,204)
Other	4,850	4,575	(275)
Total public works	7,606,414	6,412,749	(1,193,665)
Total expenditures	53,728,983	53,003,353	(725,630)
Other financing uses			
Transfers out	178,666	4,524,097	4,345,431
Total expenditures and other financing uses	\$ 53,907,649	\$ 57,527,450	\$ 3,619,801
			\$ 53,210,330

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PROPRIETARY COMBINING FUNDS STATEMENTS

Enterprise Funds – Nonmajor

Solid Waste Management Fund – The Solid Waste Management Fund provides collection services for various recyclable materials. Solid waste expenditures are primarily costs for curbside collections.

Fieldhouse Fund – The Fieldhouse Fund accounts for the operations of an inflatable dome erected over an indoor soccer field from October through March. Activities include soccer, football, golf, and walking.

Internal Service Funds

Central Equipment Fund – The Central Equipment Fund was established to own and maintain all operating equipment of the City. Equipment maintenance, repair, and replacement costs are provided from rental rates, which the Central Equipment Fund charges the City's operating departments for use of equipment.

Public Facilities Fund – The Public Facilities Fund was established to provide services for the operations of city facilities. Facility maintenance, repair, and replacement costs are provided from charges to the City's operating departments for use of the facilities.

Information Technology Fund – The Information Technology Fund was established to account for the planning, designing, and implementing of information systems. Equipment and software maintenance repair, and replacement costs are provided from rental rates charged to the City's operating departments for use of equipment.

Risk Management Fund – The Risk Management Fund administers the City's property, casualty, and self-insured worker's compensation insurance programs. Fund revenues are primarily charges to other funds and interest earnings.

Employee Benefits Fund – The Employee Benefits Fund serves as the recording fund for all employee fringe benefits and the City's self-insured dental insurance program. Fund revenues are primarily charges to other funds and interest earnings.

Resource Planning Fund – The Resource Planning Fund is used to account for the accumulation of resources for future projects.

CITY OF PLYMOUTH

Nonmajor Enterprise Funds
 Proprietary Funds
 Combining Statement of Net Position
 December 31, 2024
 (With Comparative Totals for December 31, 2023)

	Solid Waste Management	Fieldhouse	Totals	
			2024	2023
Assets				
Current assets				
Cash and investments	\$ 470,379	\$ 1,499,557	\$ 1,969,936	\$ 1,839,291
Receivables				
Accounts	579,235	287,312	866,547	491,146
Accrued interest	2,593	8,141	10,734	12,182
Due from other funds	46	—	46	17
Due from other governments	16,357	—	16,357	13,065
Total current assets	1,068,610	1,795,010	2,863,620	2,355,701
Noncurrent assets				
Special assessments	17,720	—	17,720	18,001
Capital assets				
Land	—	47,551	47,551	47,551
Buildings	—	1,685,356	1,685,356	1,685,356
Improvements other than buildings	147,885	363,717	511,602	511,602
Machinery and equipment	—	250,338	250,338	250,338
Total capital assets	147,885	2,346,962	2,494,847	2,494,847
Less accumulated depreciation/amortization	(55,409)	(1,544,168)	(1,599,577)	(1,492,329)
Net capital assets	92,476	802,794	895,270	1,002,518
Total noncurrent assets	110,196	802,794	912,990	1,020,519
Total assets	\$ 1,178,806	\$ 2,597,804	\$ 3,776,610	\$ 3,376,220
Current liabilities				
Accounts payable	\$ 191,377	\$ 27,182	\$ 218,559	\$ 108,620
Accrued salaries and benefits payable	4,662	3,899	8,561	5,699
Due to other governments	—	6,477	6,477	254
Unearned revenue	—	268,169	268,169	235,071
Total current liabilities	196,039	305,727	501,766	349,644
Net position				
Investment in capital assets	92,476	802,794	895,270	1,002,518
Unrestricted	890,291	1,489,283	2,379,574	2,024,058
Total net position	982,767	2,292,077	3,274,844	3,026,576
Total liabilities and net position	\$ 1,178,806	\$ 2,597,804	\$ 3,776,610	\$ 3,376,220

CITY OF PLYMOUTH

Nonmajor Enterprise Funds
 Proprietary Funds
 Combining Statement of Revenues, Expenses,
 and Changes in Net Position
 Year Ended December 31, 2024

(With Comparative Totals for the Year Ended December 31, 2023)

	Solid Waste Management	Fieldhouse	Totals	
			2024	2023
Operating revenues				
Charges for services	\$ 2,503,672	\$ 376,137	\$ 2,879,809	\$ 1,684,000
Other fees	4,400	16,374	20,774	21,257
Total operating revenues	2,508,072	392,511	2,900,583	1,705,257
Operating expenses				
Personal services	198,749	146,904	345,653	314,926
Materials and supplies	3,714	2,811	6,525	11,929
Contractual services	2,431,539	229,804	2,661,343	1,690,083
Depreciation/amortization	5,684	101,564	107,248	111,562
Total operating expenses	2,639,686	481,083	3,120,769	2,128,500
Operating income (loss)	(131,614)	(88,572)	(220,186)	(423,243)
Nonoperating revenue (expenses)				
Investment earnings	20,020	64,648	84,668	98,944
Intergovernmental	375,344	—	375,344	165,953
Other revenue	23,950	6	23,956	22,621
Other expense	(15,248)	(266)	(15,514)	(9,353)
Total nonoperating revenue (expenses)	404,066	64,388	468,454	278,165
Changes in net position	272,452	(24,184)	248,268	(145,078)
Net position				
Beginning of year	710,315	2,316,261	3,026,576	3,171,654
End of year	\$ 982,767	\$ 2,292,077	\$ 3,274,844	\$ 3,026,576

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CITY OF PLYMOUTH

Nonmajor Enterprise Funds
 Proprietary Funds
 Combining Statement of Cash Flows
 Year Ended December 31, 2024
 (With Comparative Totals for the Year Ended December 31, 2023)

	Solid Waste Management	Fieldhouse	Totals	
			2024	2023
Cash flows from operating activities				
Cash receipts from customers or users	\$ 2,203,892	\$ 351,377	\$ 2,555,269	\$ 1,670,262
Payments to suppliers	(2,339,292)	(212,443)	(2,551,735)	(1,692,961)
Payments to employees	(196,753)	(146,038)	(342,791)	(314,969)
Other revenue (expense)	8,702	(260)	8,442	13,268
Net cash flows from operative activities	(323,451)	(7,364)	(330,815)	(324,400)
Cash flows from noncapital financing activities				
Intergovernmental revenues	375,344	—	375,344	165,953
Cash flows from capital and related financing activities				
Acquisition and construction of capital assets	—	—	—	(18,063)
Cash flows from investing activities				
Interest received and changes in fair value on investments	20,063	66,053	86,116	94,447
Net increase (decrease) in cash and cash equivalents	71,956	58,689	130,645	(82,063)
Cash and cash equivalents				
Beginning of year	398,423	1,440,868	1,839,291	1,921,354
End of year	\$ 470,379	\$ 1,499,557	\$ 1,969,936	\$ 1,839,291
Reconciliation of operating income (loss) to net cash flows from operating activities				
Operating income (loss)	\$ (131,614)	\$ (88,572)	\$ (220,186)	\$ (423,243)
Adjustments to reconcile operating income (loss) to net cash flows from operating activities				
Depreciation/amortization	5,684	101,564	107,248	111,562
Other revenues (expenses)	8,702	(260)	8,442	13,268
Change in assets and liabilities				
Accounts receivable	(301,169)	(74,232)	(375,401)	(41,762)
Due from other funds	(29)	—	(29)	14
Due from other governments	(3,292)	—	(3,292)	(8,909)
Special assessments receivable	281	—	281	(3,817)
Accounts payable	95,990	13,949	109,939	8,783
Accrued salaries and benefits payable	1,996	866	2,862	(43)
Due to other governments	—	6,223	6,223	254
Unearned revenue	—	33,098	33,098	19,493
Total adjustments	(191,837)	81,208	(110,629)	98,843
Net cash flows from operating activities	\$ (323,451)	\$ (7,364)	\$ (330,815)	\$ (324,400)

CITY OF PLYMOUTH
Internal Service Funds
Proprietary Funds
Combining Statement of Net Position
December 31, 2024
(With Comparative Totals for December 31, 2023)

	Central Equipment	Public Facilities	Information Technology	Risk Management
Assets				
Current assets				
Cash and investments	\$ 15,229,307	\$ 7,751,336	\$ 5,880,451	\$ 7,372,424
Receivables				
Accounts	—	880	—	—
Accrued interest	82,497	43,378	31,630	39,941
Due from other governments	28,715	—	—	—
Inventory	174,971	—	—	—
Prepaid items	—	—	554,263	204,669
Total current assets	15,515,490	7,795,594	6,466,344	7,617,034
Noncurrent assets				
Capital assets				
Land	33,520	—	—	—
Buildings	—	10,527,268	—	—
Improvements other than buildings	—	2,431,937	917,192	—
Machinery and equipment	25,784,588	3,860,533	3,903,817	—
Machinery and equipment – leased	1,196,981	—	234,311	—
Infrastructure	—	—	301,110	—
Technology subscriptions	—	—	266,156	—
Construction in progress	149,833	94,626	—	—
Total capital assets	27,164,922	16,914,364	5,622,586	—
Less accumulated depreciation/amortization	(16,027,248)	(4,584,573)	(4,176,222)	—
Net capital assets	11,137,674	12,329,791	1,446,364	—
Total assets	26,653,164	20,125,385	7,912,708	7,617,034
Deferred outflows of resources				
OPEB deferments	—	—	—	—
Pension plan deferments – PERA	—	—	—	—
Total deferred outflows of resources	—	—	—	—
Total assets and deferred outflows of resources	\$ 26,653,164	\$ 20,125,385	\$ 7,912,708	\$ 7,617,034
Liabilities				
Current liabilities				
Accounts payable	\$ 73,045	\$ 205,068	\$ 143,225	\$ 1,202,100
Contracts payable	49,180	—	—	—
Accrued salaries and benefits payable	19,244	12,908	29,118	—
Due to other funds	829	1,736	—	—
Finance purchases payable	12,000	—	—	—
Leases payable	311,376	—	54,988	—
Technology subscriptions payable	—	—	68,487	—
Total OPEB liability	—	—	—	—
Compensated absences payable	—	—	—	—
Total current liabilities	465,674	219,712	295,818	1,202,100
Noncurrent liabilities				
Finance purchases payable	24,000	—	—	—
Leases payable	346,935	—	19,378	—
Technology subscriptions payable	—	—	13,404	—
Total OPEB liability	—	—	—	—
Net pension liability	—	—	—	—
Compensated absences payable	—	—	—	—
Total noncurrent liabilities	370,935	—	32,782	—
Total liabilities	836,609	219,712	328,600	1,202,100
Deferred inflows of resources				
OPEB plan deferments	—	—	—	—
Pension plan deferments – PERA	—	—	—	—
Total deferred inflows of resources	—	—	—	—
Net position				
Net investment in capital assets	10,394,183	12,329,791	1,290,107	—
Restricted for public safety	1,250,000	—	—	—
Unrestricted	14,172,372	7,575,882	6,294,001	6,414,934
Total net position	25,816,555	19,905,673	7,584,108	6,414,934
Total liabilities, deferred inflows of resources, and net position	\$ 26,653,164	\$ 20,125,385	\$ 7,912,708	\$ 7,617,034

Employee Benefits	Resource Planning	Totals	
		2024	2023
\$ 6,906,319	\$ 3,419,470	\$ 46,559,307	\$ 42,262,750
-	-	880	72,569
34,704	19,344	251,494	278,224
-	-	28,715	4,962
-	-	174,971	190,658
-	-	758,932	601,264
6,941,023	3,438,814	47,774,299	43,410,427
-	-	33,520	33,520
-	-	10,527,268	10,392,308
-	-	3,349,129	3,322,365
-	-	33,548,938	31,699,835
-	-	1,431,292	1,013,305
-	-	301,110	301,110
-	-	266,156	266,156
-	-	244,459	31,765
-	-	49,701,872	47,060,364
-	-	(24,788,043)	(22,122,383)
-	-	24,913,829	24,937,981
6,941,023	3,438,814	72,688,128	68,348,408
579,183	-	579,183	587,510
20,273,772	-	20,273,772	26,405,615
20,852,955	-	20,852,955	26,993,125
\$ 27,793,978	\$ 3,438,814	\$ 93,541,083	\$ 95,341,533
\$ 104,832	\$ 4,358	\$ 1,732,628	\$ 1,217,256
-	-	49,180	84,793
30,890	-	92,160	70,532
-	-	2,565	2,379
-	-	12,000	16,000
-	-	366,364	283,118
-	-	68,487	90,461
195,691	-	195,691	179,666
3,204,214	-	3,204,214	2,541,186
3,535,627	4,358	5,723,289	4,485,391
-	-	24,000	32,000
-	-	366,313	375,310
-	-	13,404	81,891
3,343,050	-	3,343,050	3,119,646
18,845,905	-	18,845,905	26,969,275
1,942,170	-	1,942,170	473,809
24,131,125	-	24,534,842	31,051,931
27,666,752	4,358	30,258,131	35,537,322
707,647	-	707,647	864,405
26,768,243	-	26,768,243	26,004,486
27,475,890	-	27,475,890	26,868,891
-	-	24,014,081	23,974,408
-	-	1,250,000	1,250,000
(27,348,664)	3,434,456	10,542,981	7,710,912
(27,348,664)	3,434,456	35,807,062	32,935,320
\$ 27,793,978	\$ 3,438,814	\$ 93,541,083	\$ 95,341,533

CITY OF PLYMOUTH

Internal Service Funds

Proprietary Funds

Combining Statement of Revenues, Expenses, and
Changes in Net Position

Year Ended December 31, 2024

(With Comparative Totals for the Year Ended December 31, 2023)

	Central Equipment	Public Facilities	Information Technology	Risk Management
Operating revenues				
Charges for services	\$ 3,884,232	\$ 3,363,387	\$ 2,808,085	\$ 755,811
Other fees	—	—	—	151,871
Total operating revenues	3,884,232	3,363,387	2,808,085	907,682
Operating expenses				
Personal services	643,324	434,193	948,175	12,368
Materials and supplies	919,489	160,659	249,256	34
Insurance claims	—	—	—	135,990
Contractual services	421,944	2,240,331	1,847,969	1,639,839
Depreciation/amortization	2,077,040	770,359	562,496	—
Total operating expenses	4,061,797	3,605,542	3,607,896	1,788,231
Operating income (loss)	(177,565)	(242,155)	(799,811)	(880,549)
Nonoperating revenues (expenses)				
Investment earnings	618,900	347,348	255,623	273,581
Intergovernmental	—	—	9,482	—
Gain (loss) on disposal of capital assets	174,362	—	—	—
Contributions	—	—	—	—
Capital contributions to governmental activities	—	—	—	—
Interest expense	(19,728)	—	(5,196)	—
Other revenue	122,116	16,067	1,515	—
Other expense	(2,541)	(1,367)	(1,029)	(27,046)
Total nonoperating revenues (expenses)	893,109	362,048	260,395	246,535
Income (loss) before contributions and transfers	715,544	119,893	(539,416)	(634,014)
Capital contributions	271,757	287,615	46,350	—
Transfers in	51,972	250,000	82,000	2,700,000
Transfers out	—	(232,052)	—	(2,403)
Changes in net position	1,039,273	425,456	(411,066)	2,063,583
Net position				
Beginning of year, as previously reported	24,777,282	19,480,217	7,995,174	4,351,351
Change in accounting principle	—	—	—	—
Beginning of year, as restated	24,777,282	19,480,217	7,995,174	4,351,351
End of year	\$ 25,816,555	\$ 19,905,673	\$ 7,584,108	\$ 6,414,934

Employee Benefits	Resource Planning	Totals	
		2024	2023
\$ 4,771,460	\$ 155,000	\$ 15,737,975	\$ 15,557,687
—	—	151,871	84,921
4,771,460	155,000	15,889,846	15,642,608
4,039,017	—	6,077,077	9,959,279
—	—	1,329,438	1,406,282
—	—	135,990	977,980
1,555	2,700	6,154,338	4,515,235
—	—	3,409,895	3,288,133
4,040,572	2,700	17,106,738	20,146,909
730,888	152,300	(1,216,892)	(4,504,301)
347,198	142,934	1,985,584	2,128,265
—	1,449	10,931	9,897
—	—	174,362	287,660
655,019	62,872	717,891	107,168
—	—	—	(628,368)
—	—	(24,924)	(22,006)
—	2,821	142,519	39,757
(1,823)	(882)	(34,688)	(25,789)
1,000,394	209,194	2,971,675	1,896,584
1,731,282	361,494	1,754,783	(2,607,717)
—	—	605,722	514,422
—	178,666	3,262,638	1,655,176
—	(529,782)	(764,237)	(765,591)
1,731,282	10,378	4,858,906	(1,203,710)
(27,092,782)	3,424,078	32,935,320	34,139,030
(1,987,164)	—	(1,987,164)	—
(29,079,946)	3,424,078	30,948,156	34,139,030
\$ (27,348,664)	\$ 3,434,456	\$ 35,807,062	\$ 32,935,320

CITY OF PLYMOUTH

Internal Service Funds

Proprietary Funds

Combining Statement of Cash Flows

Year Ended December 31, 2024

(With Comparative Totals for the Year Ended December 31, 2023)

	Central Equipment	Public Facilities	Information Technology	Risk Management
Cash flows from operating activities				
Cash receipts from customers or users	\$ 3,928,059	\$ 3,367,124	\$ 2,808,422	\$ 907,682
Payments to suppliers	(1,319,856)	(2,279,594)	(2,142,364)	(1,541,418)
Payments to employees	(645,550)	(429,840)	(936,314)	(12,368)
Other revenues (expenses)	119,575	14,700	486	(27,046)
Net cash flows from operating activities	2,082,228	672,390	(269,770)	(673,150)
Cash flows from noncapital financing activities				
Intergovernmental revenues	—	—	9,482	—
Contributions	—	—	—	—
Transfers in	51,972	250,000	82,000	2,700,000
Transfers out	—	(232,052)	—	(2,403)
Net cash flows from noncapital financing activities	51,972	17,948	91,482	2,697,597
Cash flows from capital and related financing activities				
Acquisition and construction of capital assets	(1,472,273)	(660,311)	(272,146)	—
Proceeds from sale of capital assets	181,445	—	—	—
Principal paid on capital debt	(301,220)	—	(144,979)	—
Interest paid on capital debt	(19,728)	—	(5,196)	—
Net cash flows from capital and related financing activities	(1,611,776)	(660,311)	(422,321)	—
Cash flows from investing activities				
Investment earnings and changes of fair value on investments	629,727	353,385	265,814	267,016
Net change in cash and cash equivalents	1,152,151	383,412	(334,795)	2,291,463
Cash and cash equivalents				
Beginning of year	14,077,156	7,367,924	6,215,246	5,080,961
End of year	\$ 15,229,307	\$ 7,751,336	\$ 5,880,451	\$ 7,372,424

Employee Benefits	Resource Planning	Totals	
		2024	2023
\$ 4,771,460	\$ 155,035	\$ 15,937,782	\$ 15,585,454
(1,555)	(2,700)	(7,287,487)	(6,508,660)
(4,986,984)	–	(7,011,056)	(6,160,259)
(1,823)	6,297	112,189	13,968
(218,902)	158,632	1,751,428	2,930,503
–	1,449	10,931	9,897
655,019	62,872	717,891	107,168
–	178,666	3,262,638	1,655,176
–	(529,782)	(764,237)	(765,591)
655,019	(286,795)	3,227,223	1,006,650
–	–	(2,404,730)	(1,173,419)
–	–	181,445	378,580
–	–	(446,199)	(407,895)
–	–	(24,924)	(22,006)
–	–	(2,694,408)	(1,224,740)
352,392	143,980	2,012,314	1,998,872
788,509	15,817	4,296,557	4,711,285
6,117,810	3,403,653	42,262,750	37,551,465
<u>\$ 6,906,319</u>	<u>\$ 3,419,470</u>	<u>\$ 46,559,307</u>	<u>\$ 42,262,750</u>

CITY OF PLYMOUTH

Internal Service Funds

Proprietary Funds

Combining Statement of Cash Flows (continued)

Year Ended December 31, 2024

(With Comparative Totals for Year Ended December 31, 2023)

	Central Equipment	Public Facilities	Information Technology	Risk Management
Reconciliation of operating income (loss) to net cash flows from operating activities				
Operating income (loss)	\$ (177,565)	\$ (242,155)	\$ (799,811)	\$ (880,549)
Adjustments to reconcile operating income (loss) to net cash flows from operating activities				
Depreciation/amortization	2,077,040	770,359	562,496	—
Other revenues (expenses)	119,575	14,700	486	(27,046)
Changes in assets, deferred outflows, liabilities, and deferred inflows				
Accounts receivable	67,658	3,737	259	—
Due from other governments	(23,831)	—	78	—
Inventory	15,687	—	—	—
Prepaid items	—	—	(126,438)	(31,230)
Deferred outflow for OPEB plan deferments	—	—	—	—
Deferred outflow for pension plan deferments	—	—	—	—
Accounts payable	5,813	121,287	81,299	265,675
Accrued salaries and benefits payable	(2,226)	4,353	11,861	—
Due to other funds	77	109	—	—
Due to other governments	—	—	—	—
Total OPEB liability	—	—	—	—
Net pension liability	—	—	—	—
Compensated absences payable	—	—	—	—
Deferred inflow for OPEB plan deferments	—	—	—	—
Deferred inflow for pension plan deferments	—	—	—	—
Total adjustments	<u>2,259,793</u>	<u>914,545</u>	<u>530,041</u>	<u>207,399</u>
Net cash flows from operating activities	<u>\$ 2,082,228</u>	<u>\$ 672,390</u>	<u>\$ (269,770)</u>	<u>\$ (673,150)</u>
Noncash investing, capital and financing activities				
Contributions of capital assets from governmental activities	\$ 271,757	\$ 287,615	\$ 46,350	\$ —
Contributions of capital assets to governmental activities	—	—	—	—
Net book value on disposal of capital assets	(7,083)	—	—	—
Capital assets acquired through lease purchases	417,987	—	—	—
Capital assets acquired through software purchases	—	—	—	—
Increase (decrease) in capital assets from accounts and contracts payable	(35,613)	—	—	—

Employee Benefits	Resource Planning	Totals	
		2024	2023
\$ 730,888	\$ 152,300	\$ (1,216,892)	\$ (4,504,301)
—	—	3,409,895	3,288,133
(1,823)	1,939	107,831	13,968
—	35	71,689	(58,530)
—	—	(23,753)	1,376
—	—	15,687	(47,336)
—	—	(157,668)	321,225
8,327	—	8,327	91,492
6,131,843	—	6,131,843	5,943,929
36,940	4,358	515,372	404,367
7,640	—	21,628	(3,475)
—	—	186	58
—	—	—	(2,150)
239,429	—	239,429	(704,646)
(8,123,370)	—	(8,123,370)	(28,010,787)
144,225	—	144,225	69,273
(156,758)	—	(156,758)	631,535
763,757	—	763,757	25,496,372
<u>(949,790)</u>	<u>6,332</u>	<u>2,968,320</u>	<u>7,434,804</u>
<u>\$ (218,902)</u>	<u>\$ 158,632</u>	<u>\$ 1,751,428</u>	<u>\$ 2,930,503</u>
\$ —	\$ —	\$ 605,722	\$ 514,422
—	—	—	628,368
—	—	(7,083)	(90,920)
—	—	417,987	251,317
—	—	—	266,156
—	—	(35,613)	84,793

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COMPONENT UNIT FINANCIAL STATEMENTS

COMPONENT UNIT FINANCIAL STATEMENTS

HOUSING AND REDEVELOPMENT AUTHORITY OF PLYMOUTH (HRA)

The HRA is a component unit of the City. HRA operations are presented as a separate column on the government-wide financial statements labeled component unit.

GOVERNMENTAL FUNDS

Housing and Redevelopment Authority General Fund – This fund is used to account for the general programs and activities of the HRA. Revenues are derived from the HRA property tax levy. Expenditures include rental subsidies for senior citizens, housing planning, and other general housing and redevelopment activities.

Housing Assistance Special Revenue Fund – This fund is used to account for federal grants used for low-income rental assistance.

PROPRIETARY FUNDS

Plymouth Towne Square Enterprise Fund – This fund accounts for the operation of the Plymouth Towne Square Senior Housing Development. This development is a 99-unit senior independent living community for moderate and low-income Plymouth citizens. A portion of the HRA property tax levy subsidizes the project.

Vicksburg Crossing Enterprise Fund – This fund accounts for the operation of the Vicksburg Crossing Senior Housing Development. This development is a 96-unit senior independent living community for Plymouth citizens. A portion of the units are rented at affordable rental rates and the remainder are at market rates.

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HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Statement of Net Position
December 31, 2024

	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and investments	\$ 2,997,709	\$ 3,877,379	\$ 6,875,088
Receivables			
Accounts	8,879	8,014	16,893
Notes	1,150,000	—	1,150,000
Taxes	4,415	—	4,415
Accrued interest	31,907	5,871	37,778
Due from other governments	60,998	—	60,998
Prepaid items	7,884	50,795	58,679
Capital assets			
Not depreciated/amortized			
Land	152,553	1,333,840	1,486,393
Construction in progress	—	35,934	35,934
Depreciated/amortized net			
Buildings	610,605	6,384,676	6,995,281
Improvements other than buildings	29,800	134,290	164,090
Machinery and equipment	—	529,752	529,752
Machinery and equipment – leased	—	8,475	8,475
Net capital assets	<u>792,958</u>	<u>8,426,967</u>	<u>9,219,925</u>
Total assets	<u>\$ 5,054,750</u>	<u>\$ 12,369,026</u>	<u>\$ 17,423,776</u>
Liabilities			
Accounts payable	\$ 5,414	\$ 50,591	\$ 56,005
Accrued salaries and benefits payable	11,456	12,389	23,845
Deposits payable	3,700	149,727	153,427
Due to other governments	435	105,179	105,614
Unearned revenue	1,350	7,674	9,024
Accrued interest payable	—	50,163	50,163
Long-term liabilities			
Due within one year	—	500,881	500,881
Due in more than one year	—	5,815,023	5,815,023
Total long-term liabilities	<u>—</u>	<u>6,315,904</u>	<u>6,315,904</u>
Total liabilities	<u>22,355</u>	<u>6,691,627</u>	<u>6,713,982</u>
Net position			
Net investment in capital assets	792,958	2,121,413	2,914,371
Restricted for			
Housing projects	4,239,437	—	4,239,437
Debt service	—	866,393	866,393
Unrestricted	—	2,689,593	2,689,593
Total net position	<u>5,032,395</u>	<u>5,677,399</u>	<u>10,709,794</u>
Total liabilities and net position	<u>\$ 5,054,750</u>	<u>\$ 12,369,026</u>	<u>\$ 17,423,776</u>

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Statement of Activities
Year Ended December 31, 2024

Functions / Programs	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
Governmental activities			
Public service	\$ 4,651,720	\$ 29,123	\$ 4,366,731
Business-type activities			
Plymouth Towne Square	913,587	847,696	—
Vicksburg Crossing	1,104,730	1,369,461	—
Total business-type activities	<u>2,018,317</u>	<u>2,217,157</u>	<u>—</u>
Total HRA government	<u>\$ 6,670,037</u>	<u>\$ 2,246,280</u>	<u>\$ 4,366,731</u>
General revenues			
Property taxes			
Investment earnings			
Gain on sale of capital assets			
Other			
Transfers			
Total general revenues and transfers			
Change in net position			
Net position – beginning of year			
Net position – end of year			

Net (Expense) Revenue and Changes in Net Position

<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
\$ (255,866)	\$ —	\$ (255,866)
—	(65,891)	(65,891)
—	264,731	264,731
<u>—</u>	<u>198,840</u>	<u>198,840</u>
(255,866)	198,840	(57,026)
652,295	—	652,295
76,183	86,454	162,637
92,561	—	92,561
—	7,799	7,799
<u>(310,000)</u>	<u>310,000</u>	<u>—</u>
<u>511,039</u>	<u>404,253</u>	<u>915,292</u>
255,173	603,093	858,266
<u>4,777,222</u>	<u>5,074,306</u>	<u>9,851,528</u>
<u>\$ 5,032,395</u>	<u>\$ 5,677,399</u>	<u>\$ 10,709,794</u>

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Governmental Funds
Balance Sheet
December 31, 2024
(With Comparative Totals for December 31, 2023)

	General	Housing Assistance	Totals 2024	2023
Assets				
Cash and investments	\$ 2,180,821	\$ 816,888	\$ 2,997,709	\$ 2,517,997
Receivables				
Accounts	—	8,879	8,879	7,015
Notes	1,150,000	—	1,150,000	1,150,000
Taxes	4,415	—	4,415	6,631
Accrued interest	31,907	—	31,907	29,036
Due from other governments	—	60,998	60,998	19,503
Prepaid items	—	7,884	7,884	—
Total assets	\$ 3,367,143	\$ 894,649	\$ 4,261,792	\$ 3,730,182
Liabilities				
Accounts payable	\$ 5,091	\$ 323	\$ 5,414	\$ 3,853
Accrued salaries and benefits payable	8,140	3,316	11,456	8,070
Deposits payable	3,700	—	3,700	3,700
Due to other governments	435	—	435	17,295
Unearned revenue	1,350	—	1,350	—
Total liabilities	18,716	3,639	22,355	32,918
Deferred inflows of resources				
Unavailable revenue – notes and related interest	1,170,294	—	1,170,294	1,169,030
Unavailable revenue – taxes	3,815	—	3,815	4,848
Unavailable revenue – other receivables	—	6,368	6,368	3,715
Total deferred inflows of resources	1,174,109	6,368	1,180,477	1,177,593
Fund balances				
Nonspendable	—	7,884	7,884	—
Restricted for housing projects	2,174,318	876,758	3,051,076	2,519,671
Total fund balances	2,174,318	884,642	3,058,960	2,519,671
Total liabilities, deferred inflows of resources, and fund balances	\$ 3,367,143	\$ 894,649	\$ 4,261,792	\$ 3,730,182

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Reconciliation of the Balance Sheet to the
Statement of Net Position
Governmental Funds
December 31, 2024

Total fund balances – governmental funds	\$ 3,058,960
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Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in governmental funds.

Cost of capital assets	849,916
Less accumulated depreciation/amortization	(56,958)

Unavailable revenue in governmental funds is susceptible to full accrual on government-wide statements.

1,180,477

Total net position – governmental activities

<u>\$ 5,032,395</u>

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	General	Housing Assistance	Totals	
			2024	2023
Revenues				
Property taxes	\$ 653,328	\$ —	\$ 653,328	\$ 631,181
Intergovernmental	6	4,362,808	4,362,814	3,998,263
Charges for services	29,123	—	29,123	45,475
Investment earnings	75,035	1,148	76,183	205,314
Other revenues	—	—	—	341,880
Total revenues	<u>757,492</u>	<u>4,363,956</u>	<u>5,121,448</u>	<u>5,222,113</u>
Expenditures				
Current				
Public service	<u>342,368</u>	<u>4,278,241</u>	<u>4,620,609</u>	<u>4,055,293</u>
Excess of revenue over expenditures	415,124	85,715	500,839	1,166,820
Other financing sources (uses)				
Sale of capital asset	348,450	—	348,450	—
Transfers out	<u>(310,000)</u>	<u>—</u>	<u>(310,000)</u>	<u>(310,000)</u>
Total other financing sources (uses)	<u>38,450</u>	<u>—</u>	<u>38,450</u>	<u>(310,000)</u>
Net change in fund balance	453,574	85,715	539,289	856,820
Fund balance				
Beginning of year	<u>1,720,744</u>	<u>798,927</u>	<u>2,519,671</u>	<u>1,662,851</u>
End of year	<u>\$ 2,174,318</u>	<u>\$ 884,642</u>	<u>\$ 3,058,960</u>	<u>\$ 2,519,671</u>

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Reconciliation of the Statement of
Revenues, Expenditures, and Changes in Fund Balances
to the Statement of Activities
Governmental Funds
Year Ended December 31, 2024

Net change in fund balances – total governmental funds	\$ 539,289
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation/amortization expense.	
Depreciation/amortization expense	(31,111)
A gain or loss on the disposal of capital assets, including the difference between the carrying value and any related sale proceeds, is included in the change in net position. However, only the sale proceed are included in the change in fund balance.	
Net book value of capital assets disposed	(255,889)
Revenues in the government-wide Statement of Activities that do not provide current financial resources are not reported as revenue in the governmental funds.	<u>2,884</u>
Change in net position – governmental activities	<u><u>\$ 255,173</u></u>

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

General Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances –
Budget and Actual
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Property taxes	\$ 658,823	\$ 653,328	\$ (5,495)	\$ 631,181
Intergovernmental	–	6	6	6
Charges for services	51,900	29,123	(22,777)	45,475
Investment earnings	23,000	75,035	52,035	205,286
Other revenues	12,000	–	(12,000)	341,880
Total revenues	<u>745,723</u>	<u>757,492</u>	<u>11,769</u>	<u>1,223,828</u>
Expenditures				
Current				
Public service				
Personal services	280,921	217,222	(63,699)	159,055
Materials and supplies	500	180	(320)	116
Contractual services				
Grant awards	10,000	–	(10,000)	–
Other	78,114	124,966	46,852	85,548
Total expenditures	<u>369,535</u>	<u>342,368</u>	<u>(27,167)</u>	<u>244,719</u>
Excess of revenue over expenditures	376,188	415,124	38,936	979,109
Other financing sources (uses)				
Sale of capital asset	–	348,450	348,450	–
Transfers out	(376,188)	(310,000)	66,188	(310,000)
Total other financing sources (uses)	<u>(376,188)</u>	<u>38,450</u>	<u>414,638</u>	<u>(310,000)</u>
Net change in fund balance	<u>\$ –</u>	<u>453,574</u>	<u>\$ 453,574</u>	<u>669,109</u>
Fund balance				
Beginning of year		<u>1,720,744</u>		<u>1,051,635</u>
End of year		<u>\$ 2,174,318</u>		<u>\$ 1,720,744</u>

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Housing Assistance Special Revenue Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balances –
Budget and Actual
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	2024			2023
	Original and Final Budget	Actual	Over (Under) Final Budget	Actual
Revenues				
Intergovernmental	\$ 3,393,375	\$ 4,362,808	\$ 969,433	\$ 3,998,257
Investment earnings	10	1,148	1,138	28
Total revenues	<u>3,393,385</u>	<u>4,363,956</u>	<u>970,571</u>	<u>3,998,285</u>
Expenditures				
Current				
Public service				
Personal services	203,606	205,487	1,881	163,516
Materials and supplies	100	129	29	129
Contractual services				
Housing assistance	3,073,882	3,992,580	918,698	3,574,916
Other	83,377	80,045	(3,332)	72,013
Total expenditures	<u>3,360,965</u>	<u>4,278,241</u>	<u>917,276</u>	<u>3,810,574</u>
Excess of revenue over expenditures	32,420	85,715	53,295	187,711
Other financing sources (uses)				
Transfers out	<u>(32,420)</u>	<u>—</u>	<u>32,420</u>	<u>—</u>
Net change in fund balance	<u>\$ —</u>	<u>85,715</u>	<u>\$ 85,715</u>	<u>187,711</u>
Fund balance				
Beginning of year		<u>798,927</u>		<u>611,216</u>
End of year		<u>\$ 884,642</u>		<u>\$ 798,927</u>

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Enterprise Funds
Proprietary Funds
Statement of Net Position
December 31, 2024
(With Comparative Totals for December 31, 2023)

	Plymouth Towne Square	Vicksburg Crossing	Totals	
			2024	2023
Assets				
Current assets				
Cash and investments	\$ 1,550,060	\$ 2,327,319	\$ 3,877,379	\$ 3,291,160
Receivables				
Accounts	5,436	2,578	8,014	12,010
Accrued interest	5,159	712	5,871	17,646
Prepaid items	27,109	23,686	50,795	43,543
Total current assets	1,587,764	2,354,295	3,942,059	3,364,359
Capital assets				
Land	459,247	874,593	1,333,840	1,333,840
Construction in progress	35,934	—	35,934	33,575
Buildings	6,962,740	9,904,487	16,867,227	16,867,227
Improvements other than buildings	224,407	269,965	494,372	489,172
Machinery and equipment	616,157	755,719	1,371,876	1,288,383
Machinery and equipment – leased	12,470	6,669	19,139	19,139
Total capital assets	8,310,955	11,811,433	20,122,388	20,031,336
Less accumulated depreciation/amortization	(5,460,390)	(6,235,031)	(11,695,421)	(11,142,802)
Net capital assets	2,850,565	5,576,402	8,426,967	8,888,534
Total assets	\$ 4,438,329	\$ 7,930,697	\$ 12,369,026	\$ 12,252,893
Liabilities				
Current liabilities				
Accounts payable	\$ 23,276	\$ 27,315	\$ 50,591	\$ 31,000
Accrued salaries and benefits payable	5,967	6,422	12,389	18,537
Deposits payable	75,012	74,715	149,727	146,191
Due to other governments	39,402	65,777	105,179	103,363
Unearned revenue	2,741	4,933	7,674	7,182
Accrued interest payable	—	50,163	50,163	56,038
Revenue bonds and notes payable	—	485,000	485,000	470,000
Leases payable	4,199	1,332	5,531	5,353
Compensated absences payable	3,904	6,446	10,350	8,940
Total current liabilities	154,501	722,103	876,604	846,604
Noncurrent liabilities				
Revenue bonds and notes payable (net of unamortized premium/discount)	—	5,811,994	5,811,994	6,323,473
Leases payable	354	2,675	3,029	8,510
Total noncurrent liabilities	354	5,814,669	5,815,023	6,331,983
Total liabilities	154,855	6,536,772	6,691,627	7,178,587
Net position				
Net investment in capital assets	2,846,012	(724,599)	2,121,413	2,081,198
Restricted for debt service	261,003	605,390	866,393	556,890
Unrestricted	1,176,459	1,513,134	2,689,593	2,436,218
Total net position	4,283,474	1,393,925	5,677,399	5,074,306
Total liabilities and net position	\$ 4,438,329	\$ 7,930,697	\$ 12,369,026	\$ 12,252,893

HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Enterprise Funds
Proprietary Funds
Statement of Revenues, Expenses, and Changes in Net Position
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	Plymouth Towne Square	Vicksburg Crossing	Totals	
			2024	2023
Operating revenues				
Rental revenue	\$ 847,696	\$ 1,369,461	\$ 2,217,157	\$ 2,182,002
Other	2,234	5,565	7,799	5,580
Total operating revenues	<u>849,930</u>	<u>1,375,026</u>	<u>2,224,956</u>	<u>2,187,582</u>
Operating expenses				
Personal services	150,708	158,273	308,981	300,371
Materials and supplies	24,695	11,386	36,081	28,215
Contractual services	510,447	476,138	986,585	916,302
Depreciation/amortization	216,768	360,062	576,830	563,638
Total operating expenses	<u>902,618</u>	<u>1,005,859</u>	<u>1,908,477</u>	<u>1,808,526</u>
Operating income (loss)	(52,688)	369,167	316,479	379,056
Nonoperating revenues (expenses)				
Investment earnings	40,130	46,324	86,454	111,223
Gain (loss) on disposal of capital assets	(10,313)	(3,078)	(13,391)	—
Amortization of premium	—	26,479	26,479	26,479
Interest expense and fiscal charges	(656)	(122,272)	(122,928)	(139,368)
Total nonoperating revenues (expenses)	<u>29,161</u>	<u>(52,547)</u>	<u>(23,386)</u>	<u>(1,666)</u>
Income (loss) before contributions and transfers	(23,527)	316,620	293,093	377,390
Capital contributions	—	—	—	33,575
Transfers in	<u>260,000</u>	<u>50,000</u>	<u>310,000</u>	<u>310,000</u>
Changes in net position	236,473	366,620	603,093	720,965
Net position				
Beginning of year	<u>4,047,001</u>	<u>1,027,305</u>	<u>5,074,306</u>	<u>4,353,341</u>
End of year	<u>\$ 4,283,474</u>	<u>\$ 1,393,925</u>	<u>\$ 5,677,399</u>	<u>\$ 5,074,306</u>

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HOUSING AND REDEVELOPMENT AUTHORITY
OF PLYMOUTH, MINNESOTA

Enterprise Funds
Proprietary Funds
Statement of Cash Flows
Year Ended December 31, 2024
(With Comparative Totals for the Year Ended December 31, 2023)

	Plymouth Towne Square	Vicksburg Crossing	Totals	
			2024	2023
Cash flows from operating activities				
Receipts from customers or users	\$ 854,060	\$ 1,371,121	\$ 2,225,181	\$ 2,182,084
Payments to suppliers	(527,374)	(481,137)	(1,008,511)	(971,617)
Payments to employees	(155,261)	(158,458)	(313,719)	(292,544)
Other operating revenue	2,234	5,565	7,799	5,580
Net cash flows from operating activities	173,659	737,091	910,750	923,503
Cash flows from noncapital financing activities				
Transfers in from other funds	260,000	50,000	310,000	310,000
Cash flows from capital and related financing activities				
Acquisition and construction of capital assets	(123,154)	(5,500)	(128,654)	(199,924)
Principal paid on capital debt	(4,012)	(471,291)	(475,303)	(756,672)
Interest and fiscal charges paid on capital debt	(656)	(128,147)	(128,803)	(145,446)
Net cash flows from capital and related financing activities	(127,822)	(604,938)	(732,760)	(1,102,042)
Cash flows from investing activities				
Investment earnings and changes in fair value in investments	41,212	57,017	98,229	103,179
Net change in cash and cash equivalents	347,049	239,170	586,219	234,640
Cash and cash equivalents				
Beginning of year	1,203,011	2,088,149	3,291,160	3,056,520
End of year	\$ 1,550,060	\$ 2,327,319	\$ 3,877,379	\$ 3,291,160
Reconciliation of operating income (loss) to net cash flows from operating activities				
Operating income (loss)	\$ (52,688)	\$ 369,167	\$ 316,479	\$ 379,056
Adjustments to reconcile operating income (loss) to net cash flows from operating activities				
Depreciation/amortization	216,768	360,062	576,830	563,638
Changes in assets and liabilities				
Accounts receivable	4,209	(213)	3,996	(1,894)
Prepaid items	(4,368)	(2,884)	(7,252)	859
Accounts payable	11,300	8,291	19,591	(30,092)
Accrued salaries payable	(4,801)	(1,347)	(6,148)	9,249
Deposits payable	3,461	75	3,536	(13)
Due to other governments	836	980	1,816	2,133
Unearned revenue	(1,306)	1,798	492	1,989
Compensated absences payable	248	1,162	1,410	(1,422)
Total adjustments	226,347	367,924	594,271	544,447
Net cash flows from operating activities	\$ 173,659	\$ 737,091	\$ 910,750	\$ 923,503
Noncash investing, capital and financing activities				
Amortization of premium/discount on capital debt	\$ —	\$ 26,479	\$ 26,479	\$ 26,479
Net book value on disposal of capital assets	(10,313)	(3,078)	(13,391)	—
Capital assets acquired through lease purchase	—	—	—	12,470
Contribution of capital asset from others	—	—	—	33,575

City of Plymouth
Housing and Redevelopment Authority – Housing Choice Vouchers
Financial Data Schedule
Balance Sheet
December 31, 2024

Assets

Current assets

111	Cash – unrestricted	\$ 813,704
113	Cash – other restricted	3,184
122	Accounts receivable – HUD projects	59,597
125	Accounts receivable – miscellaneous	3,485
128	Fraud recovery	6,368
142	Prepaid expenses and other assets	7,884
144	Inter-program due from	<u>427</u>
190	Total assets	<u><u>\$ 894,649</u></u>

Liabilities and Net Position

Liabilities

Current liabilities

312	Accounts payable <= 90 days	\$ 323
321	Accrued wage/payroll taxes payable	<u>3,316</u>
300	Total liabilities	3,639

Net position

511.4	Restricted net position	3,184
512.4	Unrestricted net position	<u>887,826</u>
513	Total net position	<u>891,010</u>
600	Total liabilities and net position	<u><u>\$ 894,649</u></u>

The notes to financial data schedules are an integral part of this statement.

City of Plymouth
Housing and Redevelopment Authority – Housing Choice Vouchers
Financial Data Schedule
Income Statement
For the Year Ended December 31, 2024

Revenue		
70600	HUD PHA operating grants	\$ 2,739,330
71100	Investment income – unrestricted	1,146
71400	Fraud recovery	4,846
71500	Other revenue	<u>1,351,520</u>
70000	Total revenue	4,096,842
Operating expenses		
Administrative expenses		
91100	Administrative salaries	152,914
91200	Auditing fees	14,167
91500	Employee benefit contributions – administrative	52,570
91600	Office expenses	1,184
91700	Legal expense	4,379
91900	Other	<u>10,878</u>
91000	Total operating administrative expenses	236,092
Insurance premiums		
96140	All other insurance	2,402
General expenses		
96200	Other general expenses	<u>38,285</u>
96900	Total operating expenses	<u>276,779</u>
Excess of operating revenue over operating expenses		3,820,063
Other expenses		
97300	Housing assistance payments	2,487,249
97350	HAP portability–in	<u>1,244,446</u>
90000	Total expenses	<u>4,008,474</u>
Excess of total revenue over total expenses		88,368
Net position – beginning		<u>802,642</u>
Net position – ending		<u><u>\$ 891,010</u></u>
Memo account information		
11170	Administrative fee equity	\$ 887,826
11180	Housing assistance payments equity	<u>3,184</u>
Total net assets		<u><u>\$ 891,010</u></u>
11190	Unit months available	2,880
11210	Number of unit months leased	2,654

The notes to financial data schedules are an integral part of this statement.

City of Plymouth
Housing and Redevelopment Authority – Mainstream vouchers
Financial Data Schedule
Balance Sheet
December 31, 2024

Assets		
Current assets		
122	Accounts receivable – HUD other projects	\$ 427
		<u>427</u>
Liabilities		
Current liabilities		
347	Inter-program – due to	\$ 427
Net position		
513	Total net position	<u>—</u>
600	Total liabilities and net position	<u>\$ 427</u>

The notes to financial data schedules are an integral part of this statement.

City of Plymouth
Housing and Redevelopment Authority – Mainstream vouchers
Financial Data Schedule
Income Statement
For the Year Ended December 31, 2024

Revenue		
70600	HUD PHA operating grants	\$ 269,767
Operating expenses		
Administrative expenses		
91600	Office expenses	<u>47,167</u>
Excess of operating revenue over operating expenses		222,600
Other expenses		
97300	Housing assistance payments	<u>222,600</u>
90000	Total expenses	<u>269,767</u>
Excess of total revenue over total expenses		–
Net position – beginning		<u>–</u>
Net position – ending		<u><u>\$ –</u></u>
Memo account information		
11190	Unit months available	300
11210	Number of unit months leased	284

The notes to financial data schedules are an integral part of this statement.

City of Plymouth
Housing and Redevelopment Authority – State/Local
Financial Data Schedule
Balance Sheet
December 31, 2024

Assets

Current assets

111	Cash – unrestricted	\$ 2,180,821
124	Accounts receivable – other government	4,415
129	Accrued interest receivable	31,907
150	Total current assets	<u>2,217,143</u>

Noncurrent assets

162	Buildings	849,916
166	Accumulated depreciation	(56,958)
171	Notes, loans, and mortgages receivable – noncurrent	1,150,000
180	Total noncurrent assets	<u>1,942,958</u>

190	Total assets	<u><u>\$ 4,160,101</u></u>
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Liabilities

Current liabilities

312	Accounts payable <= 90 days	\$ 5,526
321	Accrued wage/payroll taxes payable	8,140
342	Unearned revenue	1,350
345	Other current liabilities	3,700
310	Total current liabilities	<u>18,716</u>

Net position

508.4	Net investment in capital assets	792,958
512.4	Unrestricted net position	3,348,427
513	Total net position	<u>4,141,385</u>
600	Total liabilities and net position	<u><u>\$ 4,160,101</u></u>

The notes to financial data schedules are an integral part of this statement.

City of Plymouth
Housing and Redevelopment Authority – State/Local
Financial Data Schedule
Income Statement
For the Year Ended December 31, 2024

Revenue		
71100	Investment income – unrestricted	\$ 75,035
71500	Other revenue	682,688
71600	Gain on sale of capital assets	<u>92,561</u>
	Total revenue	850,284
Operating expenses		
Administrative expenses		
91100	Administrative salaries	165,160
91200	Auditing fees	4,078
91500	Employee benefit contributions – administrative	52,061
91600	Office expenses	41,622
91700	Legal expense	15,876
91900	Other	<u>38,460</u>
91000	Total administrative expenses	317,257
Ordinary maintenance and operations		
94300	Contracts	14,603
Insurance premiums		
96140	All other insurance	2,043
General expenses		
96200	Other general expenses	6,357
96300	Payments in lieu of taxes	<u>2,108</u>
96000	Total other general expenses	<u>8,465</u>
	Total operating expenses	342,368
Excess of operating revenue over operating expenses		507,916
Other expenses		
97400	Depreciation	<u>31,111</u>
90000	Total expenses	<u>373,479</u>
Other financing uses		
10020	Transfers out	<u>(310,000)</u>
	Excess of total revenue over total expenses and other financing uses	166,805
Net position – beginning		<u>3,974,580</u>
Net position – ending		<u><u>\$ 4,141,385</u></u>

The notes to financial data schedules are an integral part of this statement.

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City of Plymouth
Housing and Redevelopment Authority – Business Activities
Financial Data Schedule
Balance Sheet
December 31, 2024

Assets

Current assets

111	Cash – unrestricted	\$ 93,640
114	Cash – tenant security deposit	151,270
131	Investments – unrestricted	2,275,545
132	Investments – restricted	866,393
135	Investments – restricted for payment of current liabilities	490,531
125	Accounts receivable – miscellaneous	539
126	Accounts receivable – tenants	7,475
129	Accrued interest receivable	5,871
142	Prepaid expenses and other assets	50,795
150	Total current assets	<u>3,942,059</u>

Noncurrent assets

161	Land	1,333,840
162	Buildings	17,361,599
163	Furniture, equipment and machinery – dwellings	1,341,440
164	Furniture, equipment and machinery – administration	30,436
165	Lease asset	19,139
166	Accumulated depreciation	(11,695,421)
167	Construction in progress	35,934
180	Total noncurrent assets	<u>8,426,967</u>

190	Total assets	<u><u>\$ 12,369,026</u></u>
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Liabilities

Current liabilities

312	Accounts payable <= 90 days	\$ 50,591
321	Accrued wage/payroll taxes payable	12,389
322	Accrued compensated absences – current portion	10,350
325	Accrued interest payable	50,163
333	Accounts payable – other government	105,179
341	Tenant security deposit	149,727
342	Unearned revenue	7,674
343	Current portion of long-term debt – capital projects and mortgage revenue bonds	490,531
310	Total current liabilities	<u>876,604</u>

Non-current liabilities

351	Long-term debt, net of current – capital projects and mortgage revenue bonds	<u>5,815,023</u>
300	Total liabilities	6,691,627

Net position

508.4	Net investment in capital assets	2,121,413
511.4	Restricted net position	866,393
512.4	Unrestricted net position	2,689,593
513	Total net position	<u>5,677,399</u>
600	Total liabilities and net position	<u><u>\$ 12,369,026</u></u>

The notes to financial data schedules are an integral part of this statement.

City of Plymouth
Housing and Redevelopment Authority – Business Activities
Financial Data Schedule
Income Statement
For the Year Ended December 31, 2024

Revenue		
70300	Net tenant rental revenue	\$ 2,103,370
70400	Other revenue	113,787
70500	Total tenant revenue	<u>2,217,157</u>
71100	Investment income – unrestricted	86,454
71500	Other revenue	7,799
71600	Gain (loss) on sale of assets	(13,391)
	Total revenue	<u>2,298,019</u>
Operating expenses		
Administrative expenses		
91100	Administrative salaries	141,806
91200	Auditing fees	2,344
91300	Management fee	122,700
91400	Advertising and marketing	1,200
91500	Employee benefit contributions – administrative	50,193
91600	Office expense	41,294
91000	Total administrative expenses	<u>359,537</u>
Tenant services		
92400	Other	18,657
Utilities		
93100	Water	48,728
93200	Electricity	45,035
93300	Gas	48,216
93000	Total utilities expenses	<u>141,979</u>
Ordinary maintenance and operations		
94100	Labor	116,982
94200	Materials and other	20,831
94300	Contracts	481,922
94000	Total maintenance expenses	<u>619,735</u>
Protective services		
96110	Property insurance	88,329
General expenses		
96300	Payments in lieu of taxes	103,410
Interest expense		
96710	Interest on mortgage (or bonds) payable	122,928
96730	Amortization of bond issue costs	(26,479)
96700	Total interest expense and amortization cost	<u>96,449</u>
96900	Total operating expenses	<u>1,428,096</u>
	Excess of operating revenue over operating expenses	869,923

The notes to financial data schedules are an integral part of this statement.

(continued)

City of Plymouth
Housing and Redevelopment Authority – Business Activities
Financial Data Schedule
Income Statement (continued)
For the Year Ended December 31, 2024

Other expenses	
97400 Depreciation	576,830
Other financing sources	
10100 Transfers in	<u>310,000</u>
Excess of total revenue and other financing sources over total expenses	603,093
Net position – beginning	<u>5,074,306</u>
Net position – ending	<u><u>\$ 5,677,399</u></u>
Memo account information	
11020 Required annual debt principal payments	\$ 475,303
11190 Unit months available	2,328
11210 Number of unit months leased	2,292

The notes to financial data schedules are an integral part of this statement.

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CITY OF PLYMOUTH

Notes to Financial Data Schedules
December 31, 2024

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial data schedules are presented on a full accrual basis of accounting. The information in these schedules is presented in accordance with the U.S. Department of Housing and Urban Development (HUD), Office of Public and Indian Housing, Real Estate Assessment Center, and the Financial Assessment Subsystem-Public Housing (FASS-PH). Therefore, some of the amounts presented in these schedules may differ from the amounts presented in, or used in the preparation of, the City's basic financial statements.

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STATISTICAL SECTION

STATISTICAL SECTION (UNAUDITED)

This part of the City of Plymouth, Minnesota's (the City) Annual Comprehensive Financial Report (ACFR) presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

Contents

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being has changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the City's most significant revenue source, including property tax revenue.

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment in which the City's financial activities take place.

Operating Indicators

These schedules contain service and infrastructure data to help the reader understand how the information in the City's ACFR relates to the services the City provides, and the activities it performs.

Source: Unless otherwise noted, the information in these schedules is derived from the ACFR for the relevant year.

CITY OF PLYMOUTH

Net Position by Component
Last Ten Fiscal Years
(accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year			
	2015	2016	2017	2018
Governmental activities				
Net investment in capital assets	\$ 192,834	\$ 223,538	\$ 224,669	\$ 234,395
Restricted	24,401	25,313	23,182	25,663
Unrestricted	76,392	59,654	64,680	67,360
Total governmental activities net position	<u>\$ 293,627</u>	<u>\$ 308,505</u>	<u>\$ 312,531</u>	<u>\$ 327,418</u>
Business-type activities				
Net investment in capital assets	\$ 109,940	\$ 121,172	\$ 130,912	\$ 137,396
Restricted	24,095	19,850	22,209	20,626
Unrestricted	9,127	8,249	8,173	10,261
Total business-type activities net position	<u>\$ 143,162</u>	<u>\$ 149,271</u>	<u>\$ 161,294</u>	<u>\$ 168,283</u>
Primary government				
Net investment in capital assets	\$ 302,774	\$ 344,710	\$ 355,581	\$ 371,791
Restricted	48,496	45,163	45,391	46,289
Unrestricted	85,519	67,903	72,853	77,621
Total primary government net position	<u>\$ 436,789</u>	<u>\$ 457,776</u>	<u>\$ 473,825</u>	<u>\$ 495,701</u>

2019	2020	2021	2022	2023	2024
\$ 232,592	\$ 243,569	\$ 263,556	\$ 271,492	\$ 279,083	\$ 308,948
30,035	32,914	24,222	37,866	46,547	41,344
72,592	73,753	82,337	68,897	64,273	64,254
<u>\$ 335,219</u>	<u>\$ 350,236</u>	<u>\$ 370,115</u>	<u>\$ 378,255</u>	<u>\$ 389,903</u>	<u>\$ 414,546</u>
\$ 144,608	\$ 153,569	\$ 152,951	\$ 156,847	\$ 163,432	\$ 164,408
21,911	27,497	30,023	30,471	31,241	34,630
9,834	8,251	9,017	9,250	12,338	11,821
<u>\$ 176,353</u>	<u>\$ 189,317</u>	<u>\$ 191,991</u>	<u>\$ 196,568</u>	<u>\$ 207,011</u>	<u>\$ 210,859</u>
\$ 377,200	\$ 397,138	\$ 416,507	\$ 428,339	\$ 442,515	\$ 473,356
51,946	60,411	54,245	68,337	77,788	75,974
82,426	82,004	91,354	78,147	76,611	76,075
<u>\$ 511,572</u>	<u>\$ 539,553</u>	<u>\$ 562,106</u>	<u>\$ 574,823</u>	<u>\$ 596,914</u>	<u>\$ 625,405</u>

CITY OF PLYMOUTH

Changes in Net Position
 Last Ten Fiscal Years
 (accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year			
	2015	2016	2017	2018
Expenses				
Governmental activities				
General government	\$ 5,836	\$ 7,742	\$ 6,596	\$ 6,916
Economic development	679	724	2,178	882
Parks and recreation	8,833	9,216	9,206	9,630
Public safety	16,815	22,203	19,476	19,495
Public service	4,410	4,669	5,147	5,431
Public works	13,610	12,253	16,642	15,345
Interest and fiscal charges	553	301	272	234
Total governmental activities expenses	<u>50,736</u>	<u>57,108</u>	<u>59,517</u>	<u>57,933</u>
Business-type activities				
Water sewer utility	17,384	16,869	15,622	16,217
Ice center	1,717	1,906	1,901	1,974
Water resources	2,751	2,660	2,303	2,661
Solid waste management	1,060	1,082	1,087	1,089
Fieldhouse	284	292	287	312
Total business-type activities	<u>23,196</u>	<u>22,809</u>	<u>21,200</u>	<u>22,253</u>
Total primary government expenses	<u>\$ 73,932</u>	<u>\$ 79,917</u>	<u>\$ 80,717</u>	<u>\$ 80,186</u>
Program revenues				
Governmental activities				
Charges for services				
General government	\$ 487	\$ 1,470	\$ 1,443	\$ 1,564
Economic development	—	—	—	—
Parks and recreation	1,520	1,989	1,534	2,081
Public safety	5,641	4,434	4,211	4,428
Public service	994	1,019	1,055	1,155
Public works	1,910	2,701	1,171	1,553
Operating grants and contributions	9,393	9,434	10,241	10,795
Capital grants and contributions	9,871	14,970	9,268	10,240
Total governmental activities program revenues	<u>29,816</u>	<u>36,017</u>	<u>28,923</u>	<u>31,816</u>

	2019	2020	2021	2022	2023	2024
\$	7,056	\$ 7,632	\$ 6,990	\$ 8,020	\$ 9,324	\$ 10,604
	1,783	1,688	3,858	220	799	3,090
	10,153	10,188	10,966	14,433	15,807	16,944
	21,211	22,039	26,211	27,662	27,912	27,846
	5,644	5,021	5,319	5,620	6,107	6,102
	30,504	17,782	17,235	17,585	17,926	18,276
	198	509	1,294	1,277	1,276	1,236
	<u>76,549</u>	<u>64,859</u>	<u>71,873</u>	<u>74,817</u>	<u>79,151</u>	<u>84,098</u>
	17,889	18,834	19,342	20,415	22,654	20,973
	2,055	1,878	2,139	2,700	2,791	2,885
	2,537	2,702	3,076	3,382	3,566	3,993
	1,222	1,280	1,411	1,511	1,674	2,652
	390	360	420	407	480	487
	<u>24,093</u>	<u>25,054</u>	<u>26,388</u>	<u>28,415</u>	<u>31,165</u>	<u>30,990</u>
\$	<u>100,642</u>	<u>\$ 89,913</u>	<u>\$ 98,261</u>	<u>\$ 103,232</u>	<u>\$ 110,316</u>	<u>\$ 115,088</u>
\$	1,591	\$ 1,517	\$ 1,674	\$ 1,711	\$ 1,822	\$ 1,923
	5	27	36	21	7	8
	1,817	779	1,543	2,391	3,225	3,248
	4,848	3,830	4,213	4,201	6,125	6,116
	1,193	305	195	279	384	423
	1,918	1,802	1,937	1,716	1,108	1,319
	25,239	12,610	12,849	13,382	14,967	13,192
	6,427	9,205	18,059	10,337	9,344	19,329
	<u>43,038</u>	<u>30,075</u>	<u>40,506</u>	<u>34,038</u>	<u>36,982</u>	<u>45,558</u>

CITY OF PLYMOUTH

Changes in Net Position
 Last Ten Fiscal Years (continued)
 (accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year			
	2015	2016	2017	2018
Program revenues (continued)				
Business-type activities				
Charges for services				
Water sewer utility	\$ 15,315	\$ 15,314	\$ 17,019	\$ 17,915
Ice center	1,603	1,608	1,537	1,648
Water resources	2,816	3,045	3,251	3,505
Solid waste management	519	596	764	757
Fieldhouse	392	376	389	419
Operating grants and contributions	378	629	262	255
Capital grants and contributions	1,987	6,200	5,208	5,467
Total business-type activities program revenues	<u>23,010</u>	<u>27,768</u>	<u>28,430</u>	<u>29,966</u>
Total primary government program revenues	<u>\$ 52,826</u>	<u>\$ 63,785</u>	<u>\$ 57,353</u>	<u>\$ 61,782</u>
Net (expense) revenue				
Governmental activities	\$ (20,920)	\$ (21,091)	\$ (30,594)	\$ (26,117)
Business-type activities	<u>(186)</u>	<u>4,959</u>	<u>7,230</u>	<u>7,713</u>
Total primary government net expense	<u>\$ (21,106)</u>	<u>\$ (16,132)</u>	<u>\$ (23,364)</u>	<u>\$ (18,404)</u>
General revenues and other changes in net position				
Governmental activities				
Property taxes	\$ 31,108	\$ 32,191	\$ 33,824	\$ 35,375
Other taxes	—	—	—	—
Franchise taxes	2,631	2,164	2,211	2,297
Unrestricted grants and contributions	—	—	—	—
Unrestricted investment earnings (charges)	1,644	1,116	1,472	1,889
Gain on sale of capital assets	83	39	111	122
Other	432	993	1,197	868
Transfers	<u>(299)</u>	<u>(534)</u>	<u>(4,195)</u>	<u>1,379</u>
Total governmental activities	<u>35,599</u>	<u>35,969</u>	<u>34,620</u>	<u>41,930</u>
Business-type activities				
Unrestricted investment earnings (charges)	676	616	598	655
Unrestricted grants and contributions	—	—	—	—
Transfers	<u>299</u>	<u>534</u>	<u>4,195</u>	<u>(1,379)</u>
Total business-type activities	<u>975</u>	<u>1,150</u>	<u>4,793</u>	<u>(724)</u>
Total primary government	<u>\$ 36,574</u>	<u>\$ 37,119</u>	<u>\$ 39,413</u>	<u>\$ 41,206</u>
Change in net position				
Governmental activities	\$ 14,679	\$ 14,878	\$ 4,026	\$ 15,813
Business-type activities	<u>789</u>	<u>6,109</u>	<u>12,023</u>	<u>6,989</u>
Total primary government	<u>\$ 15,468</u>	<u>\$ 20,987</u>	<u>\$ 16,049</u>	<u>\$ 22,802</u>

	2019	2020	2021	2022	2023	2024
\$	17,914	\$ 18,706	\$ 20,952	\$ 20,849	\$ 23,293	\$ 22,492
	1,801	1,294	1,855	2,237	2,330	2,410
	4,089	4,093	4,279	4,759	4,922	5,117
	845	950	1,090	1,215	1,353	2,532
	400	209	311	360	375	393
	197	200	187	348	256	659
	2,905	8,140	4,655	3,660	1,388	1,446
	<u>28,151</u>	<u>33,592</u>	<u>33,329</u>	<u>33,428</u>	<u>33,917</u>	<u>35,049</u>
\$	<u>71,189</u>	<u>\$ 63,667</u>	<u>\$ 73,835</u>	<u>\$ 67,466</u>	<u>\$ 70,899</u>	<u>\$ 80,607</u>
\$	(33,511)	\$ (34,784)	\$ (31,367)	\$ (40,779)	\$ (42,169)	\$ (38,540)
	<u>4,058</u>	<u>8,538</u>	<u>6,941</u>	<u>5,013</u>	<u>2,752</u>	<u>4,059</u>
\$	<u>(29,453)</u>	<u>\$ (26,246)</u>	<u>\$ (24,426)</u>	<u>\$ (35,766)</u>	<u>\$ (39,417)</u>	<u>\$ (34,481)</u>
\$	36,925	\$ 40,056	\$ 43,834	\$ 45,664	\$ 47,757	\$ 51,407
	–	52	434	612	669	607
	2,401	2,537	2,598	2,712	2,804	3,780
	–	5,515	–	7,021	–	–
	4,384	4,058	(550)	(6,257)	6,561	5,362
	95	195	176	100	288	174
	299	234	298	239	1,474	1,905
	<u>(2,792)</u>	<u>(2,846)</u>	<u>4,456</u>	<u>(1,172)</u>	<u>(5,736)</u>	<u>1,935</u>
	41,312	49,801	51,246	48,919	53,817	65,170
	1,220	1,153	189	(1,608)	1,955	1,724
	–	427	–	–	–	–
	2,792	2,846	(4,456)	1,172	5,736	(1,935)
	<u>4,012</u>	<u>4,426</u>	<u>(4,267)</u>	<u>(436)</u>	<u>7,691</u>	<u>(211)</u>
\$	<u>45,324</u>	<u>\$ 54,227</u>	<u>\$ 46,979</u>	<u>\$ 48,483</u>	<u>\$ 61,508</u>	<u>\$ 64,959</u>
\$	7,801	\$ 15,017	\$ 19,879	\$ 8,140	\$ 11,648	\$ 26,630
	<u>8,070</u>	<u>12,964</u>	<u>2,674</u>	<u>4,577</u>	<u>10,443</u>	<u>3,848</u>
\$	<u>15,871</u>	<u>\$ 27,981</u>	<u>\$ 22,553</u>	<u>\$ 12,717</u>	<u>\$ 22,091</u>	<u>\$ 30,478</u>

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CITY OF PLYMOUTH

Governmental Activities Tax Revenues by Source
 Last Ten Fiscal Years
 (accrual basis of accounting)
 (amounts expressed in thousands)

<u>Fiscal Year</u>	<u>Property Taxes</u>	<u>Other Taxes</u>	<u>Franchise Taxes</u>	<u>Total Taxes</u>
2015	\$ 31,108	\$ —	\$ 2,631	\$ 33,739
2016	32,191	—	2,164	34,355
2017	33,824	—	2,211	36,035
2018	35,375	—	2,297	37,672
2019	36,925	—	2,401	39,326
2020	40,056	52	2,537	42,645
2021	43,834	434	2,598	46,866
2022	45,664	612	2,712	48,988
2023	47,757	669	2,804	51,230
2024	51,407	607	3,780	55,794

CITY OF PLYMOUTH

Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)
(amounts expressed in thousands)

	Fiscal Year			
	2015	2016	2017	2018
General Fund				
Nonspendable	\$ 69	\$ 81	\$ 69	\$ 97
Restricted	—	—	—	—
Assigned	180	160	57	80
Unassigned	14,349	14,836	15,710	16,509
Total General Fund	<u>\$ 14,598</u>	<u>\$ 15,077</u>	<u>\$ 15,836</u>	<u>\$ 16,686</u>
All other governmental funds				
Nonspendable	\$ 54	\$ 53	\$ 54	\$ 48
Restricted	19,065	20,422	17,822	20,048
Assigned	48,915	34,509	39,427	40,283
Unassigned	—	—	—	—
Total all other governmental funds	<u>\$ 68,034</u>	<u>\$ 54,984</u>	<u>\$ 57,303</u>	<u>\$ 60,379</u>
Total all funds	<u>\$ 82,632</u>	<u>\$ 70,061</u>	<u>\$ 73,139</u>	<u>\$ 77,065</u>

2019	2020	2021	2022	2023	2024
\$ 471	\$ 149	\$ 146	\$ 74	\$ 129	\$ 76
—	—	—	—	2,303	2,073
133	58	13	1	2	32
16,812	17,757	18,623	19,965	21,450	22,190
<u>\$ 17,416</u>	<u>\$ 17,964</u>	<u>\$ 18,782</u>	<u>\$ 20,040</u>	<u>\$ 23,884</u>	<u>\$ 24,371</u>
\$ 60	\$ 59	\$ 60	\$ 74	\$ 74	\$ 73
24,036	60,937	40,122	36,565	41,398	36,535
39,180	42,540	45,054	35,486	29,171	25,297
(10,226)	—	—	(1,265)	(1,282)	(417)
<u>\$ 53,050</u>	<u>\$ 103,536</u>	<u>\$ 85,236</u>	<u>\$ 70,860</u>	<u>\$ 69,361</u>	<u>\$ 61,488</u>
<u>\$ 70,466</u>	<u>\$ 121,500</u>	<u>\$ 104,018</u>	<u>\$ 90,900</u>	<u>\$ 93,245</u>	<u>\$ 85,859</u>

CITY OF PLYMOUTH

Changes in Fund Balances of Governmental Funds
 Last Ten Fiscal Years
 (modified accrual basis of accounting)
 (amounts expressed in thousands)

	Fiscal Year			
	2015	2016	2017	2018
Revenues				
Property taxes	\$ 31,184	\$ 32,100	\$ 33,974	\$ 35,359
Special assessments	36	20	32	28
Licenses and permits	5,954	4,643	4,982	4,583
Other taxes	—	—	—	—
Intergovernmental	11,569	15,138	11,772	10,789
Charges for services	4,680	6,212	5,263	5,801
Franchise taxes	2,631	2,164	2,211	2,297
Fines and forfeitures	636	444	539	520
Contributions	3,582	2,157	2,365	2,603
Investment earnings (charges)	1,225	853	997	1,290
Loan repayments	8	8	8	8
Other	389	946	1,181	831
Total revenues	61,894	64,685	63,324	64,109
Expenditures				
Current				
General government	5,598	7,348	6,391	6,704
Economic development	690	694	2,161	903
Parks and recreation	7,624	7,708	7,737	8,234
Public safety	16,720	17,801	18,942	20,096
Public services	4,284	4,545	5,016	5,318
Public works	6,223	4,864	8,309	6,057
Interest on interfund advances	56	64	54	44
Debt service				
Principal retirement	1,810	995	2,595	1,000
Interest and fiscal charges	601	408	348	288
Bond issuance costs	63	—	—	—
Capital outlay	15,773	35,874	12,020	16,631
Total expenditures	59,442	80,301	63,573	65,275
Excess (deficiency) of revenues over expenditures	2,452	(15,616)	(249)	(1,166)
Other financing sources (uses)				
Transfers in	24,202	27,623	25,585	17,801
Transfers out	(20,918)	(24,577)	(22,258)	(12,709)
Bonds issued	3,295	—	—	—
Premium (discount) on debt	121	—	—	—
Payment on refunded bonds	(4,575)	—	—	—
Total other financing sources (uses)	2,125	3,046	3,327	5,092
Net change in fund balances	\$ 4,577	\$ (12,570)	\$ 3,078	\$ 3,926
Debt service as a percentage of noncapital expenditures	5.5%	3.2%	5.8%	2.7%

	2019	2020	2021	2022	2023	2024
\$	36,925	\$ 39,976	\$ 43,856	\$ 45,620	\$ 47,680	\$ 51,446
	23	46	11	17	46	11
	5,096	4,105	4,096	4,044	6,021	6,228
	—	34	289	408	669	607
	12,492	30,772	19,476	22,264	18,113	24,268
	6,162	4,267	5,214	5,989	6,311	6,416
	2,401	2,537	2,598	2,712	2,804	3,780
	539	322	349	315	357	354
	1,887	1,433	1,614	4,598	2,008	267
	2,955	2,669	(367)	(4,060)	4,522	3,390
	9	12	15	16	252	17
	262	66	253	210	1,460	1,798
	<u>68,751</u>	<u>86,239</u>	<u>77,404</u>	<u>82,133</u>	<u>90,243</u>	<u>98,582</u>
	6,811	7,306	6,810	7,250	8,403	9,044
	1,779	1,707	3,887	724	784	3,098
	8,515	8,434	9,214	10,303	11,546	13,239
	21,353	22,227	23,128	24,280	24,880	27,557
	5,550	4,917	5,234	5,446	6,020	5,933
	20,780	7,641	5,969	6,548	6,699	7,140
	33	22	10	6	—	—
	1,050	2,450	930	2,925	3,860	2,375
	253	204	934	1,556	1,537	1,440
	—	243	154	—	—	—
	13,155	27,426	67,114	47,337	30,240	39,630
	<u>79,279</u>	<u>82,577</u>	<u>123,384</u>	<u>106,375</u>	<u>93,969</u>	<u>109,455</u>
	(10,528)	3,662	(45,980)	(24,242)	(3,726)	(10,874)
	15,311	28,291	23,259	36,653	31,096	53,202
	(11,382)	(22,756)	(15,719)	(32,422)	(25,025)	(49,714)
	—	38,965	19,915	—	—	—
	—	2,872	1,043	—	—	—
	—	—	—	—	—	—
	<u>3,929</u>	<u>47,372</u>	<u>28,498</u>	<u>4,231</u>	<u>6,071</u>	<u>3,488</u>
\$	<u>(6,599)</u>	<u>\$ 51,034</u>	<u>\$ (17,482)</u>	<u>\$ (20,011)</u>	<u>\$ 2,345</u>	<u>\$ (7,386)</u>
	<u>2.0%</u>	<u>4.8%</u>	<u>3.3%</u>	<u>7.6%</u>	<u>8.5%</u>	<u>5.5%</u>

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CITY OF PLYMOUTH

Governmental Funds Tax Revenues by Source
 Last Ten Fiscal Years
 (modified accrual basis of accounting)
 (amounts expressed in thousands)

<u>Fiscal Year</u>	<u>Property Taxes</u>	<u>Other Taxes</u>	<u>Franchise Taxes</u>	<u>Total</u>
2015	\$ 31,184	\$ —	\$ 2,631	\$ 33,815
2016	32,100	—	2,164	34,264
2017	33,974	—	2,211	36,185
2018	35,359	—	2,297	37,656
2019	36,925	—	2,401	39,326
2020	39,976	34	2,537	42,547
2021	43,856	289	2,598	46,743
2022	45,620	408	2,712	48,740
2023	47,680	669	2,804	51,153
2024	51,446	607	3,780	55,833

CITY OF PLYMOUTH

Assessed Value/Tax Capacity Value and Estimated Market Value
Last Ten Fiscal Years
(amounts expressed in thousands, except for population and direct tax rate)

Fiscal Year	Population	Real Property		Personal Property	
		Assessed/Tax Capacity Value Property	Estimated Market Value	Assessed/Tax Capacity Value Property	Estimated Market Value
2015	74,592	\$ 112,282	\$ 9,510,688	\$ 1,378	\$ 69,647
2016	75,452	117,851	9,966,663	1,466	71,290
2017	76,882	127,423	10,707,728	1,633	82,544
2018	78,351	134,893	11,258,884	1,799	90,789
2019	79,475	144,761	12,119,522	1,983	99,971
2020	81,026	155,816	12,983,195	2,010	101,377
2021	81,184	165,696	13,745,903	2,132	107,430
2022	80,762	172,009	14,310,041	1,263	63,980
2023	80,546	200,269	16,592,970	1,413	71,592
2024	81,000	217,280	17,763,822	1,218	61,812

Note 1: See the Schedule of Demographic and Economic Statistics for population data.

Note 2: See the Schedule of Direct and Overlapping Property Tax Rates for the direct tax rate data.

Source: Hennepin County

Total Real and Personal Property		Total Direct Tax Capacity Rate
Assessed/Tax Capacity Value Property	Estimated Market Value	
\$ 113,660	\$ 9,580,335	28.38 %
119,317	10,037,953	27.84
129,056	10,790,272	26.96
136,692	11,349,673	26.80
146,744	12,219,493	26.36
157,826	13,084,572	26.21
167,828	13,853,333	26.51
173,272	14,374,021	27.58
201,682	16,664,562	24.64
218,498	17,825,633	24.77

CITY OF PLYMOUTH

Direct and Overlapping Governments Property Tax Rates Last Ten Fiscal Years

Fiscal Year	City of Plymouth Rates			Overlapping Rates (1)			
	Operating	Housing and Redevelopment Authority	Total City	Hennepin County Operating	Other Districts Operating	School Districts	
						ISD No. 270 Operating	ISD No. 279 Operating
2015	27.85	0.53	28.38	46.40	9.80	30.34	27.16
2016	27.33	0.51	27.84	45.36	9.53	28.51	26.27
2017	26.48	0.48	26.96	44.09	9.33	25.61	26.73
2018	26.34	0.46	26.80	42.81	8.97	29.04	24.92
2019	25.92	0.44	26.36	41.86	8.55	27.02	26.36
2020	25.80	0.41	26.21	41.08	8.22	27.19	22.01
2021	26.12	0.39	26.51	38.21	7.81	26.48	22.12
2022	27.19	0.39	27.58	38.54	5.61	26.78	21.93
2023	24.31	0.33	24.64	34.54	6.94	25.01	19.64
2024	24.45	0.32	24.77	34.68	7.63	26.91	23.00

- (1) Overlapping rates are those of local and county governments that apply to property owners within the City. Not all overlapping rates apply to all of the City's property owners (e.g., only one school district will assess taxes to any one given property).

Source: Hennepin County

Overlapping Rates (1)					
School Districts		Watershed Districts			
ISD No. 281	ISD No. 284	District No. 2	District No. 3	District No. 7	District No. 8
Operating	Operating	Operating	Operating	Operating	Operating
33.23	26.25	0.13	1.74	0.78	0.26
33.83	26.11	0.22	1.72	0.90	0.25
31.61	26.29	0.40	1.74	0.90	0.27
31.96	25.46	0.31	1.69	0.88	0.08
26.36	24.83	32.00	1.57	0.87	0.34
26.45	26.68	0.17	1.49	0.85	0.16
25.53	26.91	0.07	1.42	0.79	0.84
26.51	29.30	0.16	1.37	0.89	0.41
24.09	23.85	0.26	1.22	1.00	0.05
24.20	19.81	0.32	1.14	0.91	0.45

CITY OF PLYMOUTH

Principal Property Taxpayers
Current Fiscal Year and Nine Years Prior

Taxpayer	2024			2015		
	Net Tax Capacity	Rank	Percentage of Net Tax Capacity Value	Net Tax Capacity	Rank	Percentage of Tax Capacity Value
IRET Properties	\$ 1,397,263	1	0.68 %	\$ —	—	— %
TFO Reva Wildamere PCC LLC	1,131,690	2	0.55	—	—	—
The Connor Group	1,039,238	3	0.51	—	—	—
Pembroke TCM Atria LLC	975,250	4	0.48	865,942	1	0.83
Weidner Property Management	959,875	5	0.47	624,633	4	0.60
CVIII Vicksburg Village LLC	943,750	6	0.46	—	—	—
Abbott Laboratories	892,810	7	0.44	—	—	—
Bigos Management, Inc.	837,500	8	0.41	—	—	—
FW MN-Rockford Road LLC	780,590	9	0.38	—	—	—
CenterPoint Energy	711,786	10	0.35	—	—	—
Greystar	—	—	—	640,625	2	0.61
AEW LT Vicksburg LLC	—	—	—	631,179	3	0.61
505 Waterford LLC	—	—	—	620,792	5	0.60
US Retail Partners LLC	—	—	—	526,482	6	0.50
MEPT Plymouth LLC	—	—	—	478,500	7	0.46
AGA Medical Corporation	—	—	—	478,026	8	0.46
Plymouth Corp Center DE L	—	—	—	475,076	9	0.46
AX Waterford L.P.	—	—	—	474,266	10	0.45
Total	<u>\$ 9,669,752</u>		<u>4.73 %</u>	<u>\$ 5,815,521</u>		<u>5.58 %</u>

Source: Certificate as to Taxes and Taxable Property, furnished by Hennepin County and obtained from Ehlers.

CITY OF PLYMOUTH

Property Tax Levies and Collections
Last Ten Fiscal Years
(amounts expressed in thousands)

Fiscal Year	Total Tax Levy for Fiscal Year *	Collected Within the Fiscal Year of Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2015	\$ 30,365	\$ 30,365	100.00 %	\$ —	\$ 30,365	100.00 %
2016	31,273	31,144	99.59	129	31,273	100.00
2017	32,805	32,657	99.55	148	32,805	100.00
2018	34,347	34,158	99.45	189	34,347	100.00
2019	36,031	35,835	99.46	192	36,027	99.99
2020	38,683	38,201	98.75	477	38,678	99.99
2021	41,377	41,253	99.70	109	41,362	99.96
2022	44,273	43,710	98.73	541	44,251	99.95
2023	47,161	46,975	99.61	136	47,111	99.89
2024	50,680	50,193	99.04	296	50,489	99.62

* Total Tax Levy includes HRA levy

CITY OF PLYMOUTH

Ratios of Outstanding Debt by Type
Last Ten Fiscal Years
(amounts expressed in thousands, except per capita amount)

Fiscal Year	Governmental Activities				
	General Obligation Bonds	Tax Increment Bonds	Finance Purchases	Leases	SBITA
2015	\$ 12,494	\$ 1,852	\$ —	\$ —	\$ —
2016	11,586	1,685	—	—	—
2017	9,144	1,493	—	—	—
2018	8,303	1,292	—	—	—
2019	7,433	1,070	296	—	—
2020	46,976	833	222	—	—
2021	67,068	572	148	—	—
2022	64,132	295	134	635	—
2023	60,332	—	48	659	172
2024	57,764	—	36	733	82

(1) See Demographic and Economic Statistics schedule for population and personal income information.

Note: Details regarding the City's outstanding debt can be found in the notes to basic financial statements.

Business-Type Activities		Total Primary Government	Per Capita (1)	Percentage of Personal Income (1)	
Water Revenue Bonds					
\$	4,176	\$	18,522	\$	248
	3,210		16,481		218
	2,214		12,851		167
	1,193		10,788		138
	—		8,799		111
	—		48,031		593
	—		67,788		835
	—		65,196		807
	—		61,211		760
	—		58,615		724

CITY OF PLYMOUTH

Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years
(amounts expressed in thousands, except per capita amount)

Fiscal Year December 31,	General Obligation Bonds	Less Net Position Restricted For Debt	Total	Percentage of Estimated Market Value of Property (1)	Per Capita (1)
2015	\$ 18,522	\$ 2,032	\$ 16,490	0.17 %	\$ 221
2016	16,481	2,194	14,287	0.14	189
2017	12,851	1,865	10,986	0.10	143
2018	10,788	2,181	8,607	0.08	110
2019	8,503	2,155	6,348	0.05	80
2020	47,809	2,196	45,613	0.35	563
2021	67,640	3,048	64,592	0.47	796
2022	64,427	3,513	60,914	0.42	754
2023	60,332	3,964	56,368	0.34	700
2024	57,764	3,245	54,519	0.31	673

(1) See the Schedule of Assessed Value/Tax Capacity Value and Estimated Market Value for property data and population.

Note: Details regarding the City's outstanding debt can be found in the notes to basic financial statements.

CITY OF PLYMOUTH

Direct and Overlapping Governmental Activities Debt
December 31, 2024

Governmental Unit	Net Debt Outstanding	Estimated Percentage Applicable*	Estimated Share of Overlapping Debt
Overlapping debt			
Hennepin County	\$ 1,192,537,479	7.43 %	\$ 88,605,535
ISD No. 270, Hopkins	131,446,433	3.27	4,298,298
ISD No. 279, Osseo	355,266,088	8.89	31,583,155
ISD No. 281, Robbinsdale	188,449,998	22.78	42,928,910
ISD No. 284, Wayzata	169,928,336	55.43	94,191,277
Metropolitan Council	40,609,929	3.37	1,368,555
Three Rivers Park District	48,916,041	10.03	4,906,279
Hennepin County Regional Railroad	76,774,733	7.43	5,704,363
Total overlapping debt	2,203,929,037		273,586,371
Direct debt			
City of Plymouth direct debt	58,614,846	100.00	58,614,846
Total direct and overlapping debt	\$ 2,262,543,883		\$ 332,201,217

* The percentage applicable to the City was determined by dividing the portion of tax capacity within the City by the total tax capacity of the taxing jurisdiction.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City. This process recognizes that, when considering the City's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident and, therefore, responsible for repaying the debt of each overlapping government.

Source: Hennepin County

CITY OF PLYMOUTH

Legal Debt Margin Information
Last Ten Fiscal Years
(amounts expressed in thousands)

	Fiscal Year			
	2015	2016	2017	2018
Debt limit	\$ 287,410	\$ 301,229	\$ 323,708	\$ 340,490
Total net debt applicable to the limit	10,033	9,046	6,970	5,854
Legal debt margin	\$ 277,377	\$ 292,183	\$ 316,738	\$ 334,636
Total net debt applicable to the limit as a percentage of debt limit	3.49%	3.00%	2.15%	1.72%

Note: Under state of Minnesota law, the City's outstanding general obligation debt should not exceed 3 percent of the market value of taxable property. By law, the general obligation debt subject to the limitation may be offset by amounts set aside for the extinguishment of those obligations.

2019	2020	2021	2022	2023	2024
\$ 366,585	\$ 392,537	\$ 415,600	\$ 431,221	\$ 499,937	\$ 534,769
5,050	41,759	60,152	57,037	53,021	51,365
<u>\$ 361,535</u>	<u>\$ 350,778</u>	<u>\$ 355,448</u>	<u>\$ 374,184</u>	<u>\$ 446,916</u>	<u>\$ 483,404</u>
1.38%	10.64%	14.47%	13.23%	10.61%	9.61%

Legal Debt Margin Calculations for Fiscal Year 2024

Market value	\$ 17,825,634
Debt limit (3% of market value)	534,769
Debt applicable to the limit	54,610
Less amount set aside for related debt service	<u>(3,245)</u>
Total net debt applicable to limit	<u>51,365</u>
Legal debt margin	<u><u>\$ 483,404</u></u>

CITY OF PLYMOUTH

Pledged Revenue Coverage
Last Ten Fiscal Years
(amounts expressed in thousands)

Fiscal Year Ended December 31	Water Revenue Bonds						
	Water-Sewer						
	Utility		Less	Net	Debt Service		
	Gross		Operating	Available			
	Revenues		Expenses	Revenue	Principal	Interest	Coverage
2015	\$ 15,856	\$	13,066	\$ 2,790	\$ 920	\$ 87	2.77
2016	15,816		12,987	2,829	935	60	2.84
2017	17,535		11,872	5,663	965	31	5.69
2018	18,461		12,483	5,978	990	2	6.03
2019	19,481		12,871	6,610	1,005	—	6.58
2020	—		—	—	—	—	—
2021	—		—	—	—	—	—
2022	—		—	—	—	—	—
2023	—		—	—	—	—	—
2024	—		—	—	—	—	—

Note 1: Details regarding the government's outstanding debt can be found in the notes to the financial statements.

Note 2: Gross revenue includes operating revenue, investment income, and nonoperating revenues exclusive of connection fees plus operating transfers in for other funds' share of debt service requirements.

Note 3: Operating expenses include personal services, materials and supplies, and contractual services.

CITY OF PLYMOUTH

Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	Population (1)	Personal Income (In Thousands)	Per Capita Personal Income (2)	School Enrollment (3)	Unemployment Rate (1)
2015	74,592	\$ 3,515,521	\$ 47,130	51,425	2.6 %
2016	75,452	3,704,542	49,098	51,697	2.6
2017	76,882	3,867,780	50,308	52,169	3.0
2018	78,351	4,247,094	54,206	52,677	2.4
2019	79,475	4,480,085	56,371	53,052	2.2
2020	81,026	4,745,045	58,562	53,201	2.4
2021	81,184	5,055,328	62,270	51,985	3.5
2022	80,762	5,614,090	69,514	51,312	2.3
2023	80,546	5,625,252	69,839	51,291	2.2
2024	81,000	5,656,959	69,839	51,343	2.1

(1) Minnesota Department of Employment and Economic Development.

(2) Metropolitan Council.

(3) School district boundaries do not conform to city boundaries; enrollment totals include students from surrounding communities.

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CITY OF PLYMOUTH

Principal Employers
Current Fiscal Year and Nine Years Prior

Taxpayer	2024			2015		
	Employees	Rank	Percentage of Total Plymouth Employment	Employees	Rank	Percentage of Total Plymouth Employment
Zayo Group	3,700	1	6.7 %	—	—	— %
ISD No. 284, Wayzata	2,050	2	3.7	1,505	1	3.0
Medtronic	1,086	3	2.0	—	—	—
City of Plymouth	630	4	1.1	571	7	1.2
Meritain Health	600	5	1.1	—	—	—
Cub Foods	462	6	0.8	—	—	—
Wagner Spray Tech	400	7	0.7	—	—	—
Life Time Fitness	325	8	0.6	—	—	—
Target	301	9	0.5	—	—	—
Turck, Inc.	300	10	0.5	—	—	—
Aimia	—	—	—	1,000	2	2.0
Select Comfort Group	—	—	—	900	3	1.8
EV3, Inc.	—	—	—	875	4	1.8
St. Jude Medical	—	—	—	800	5	1.6
Prudential Insurance Company	—	—	—	598	6	1.2
Honeywell International	—	—	—	525	8	1.1
Nilfisk-Advance, Inc.	—	—	—	500	9	1.0
U.S. Foods	—	—	—	500	10	1.0
Total	9,854		17.8 %	7,774		15.7 %

Note: Data is based on the most current information available.

Source: Ehlers

CITY OF PLYMOUTH

Full-Time Equivalent City Government Employees by Function
Last Ten Fiscal Years

	Fiscal Year			
	2015	2016	2017	2018
General government				
Administration	12	12	12	12
Finance	9	9	8	8
Inspection	12	12	11	10
Planning	12	12	12	12
Information technology	6	6	6	6
Economic development				
Administration	—	—	1	1
Parks and recreation				
Administration	10	10	10	10
Park maintenance	22	23	22	23
Plymouth Community Center	5	5	5	5
Ice center	4	4	4	4
Public safety				
Police administration	71	73	78	80
Police and fire – civilian	13	16	14	15
Full-time firefighters	6	7	12	14
Public works				
Engineering	11	11	9	7
Streets	16	14	15	15
Central equipment	5	7	6	6
Recycling administration	1	1	—	—
Risk management	1	1	1	1
Building management	2	1	1	2
Public service				
Housing and development	2	2	2	2
Sewer/water	22	24	22	23
Transit	—	1	1	1
Total employees	242	251	252	257

Source: City's Human Resources Department

2019	2020	2021	2022	2023	2024
2	13	15	14	15	15
8	8	9	9	10	10
9	9	9	10	10	10
12	11	13	13	13	13
6	6	5	6	6	8
1	1	—	—	—	1
11	11	14	12	14	15
23	23	26	24	25	27
5	6	7	7	10	9
4	5	5	5	5	6
76	80	78	71	74	76
17	19	20	25	24	25
21	22	24	28	29	30
9	11	12	6	6	6
18	17	16	18	18	19
8	8	6	5	5	6
—	—	—	—	—	—
1	1	1	1	1	1
2	1	3	3	3	4
2	2	—	—	—	—
22	25	25	33	33	33
1	1	1	1	1	1
258	280	289	291	302	315

CITY OF PLYMOUTH

Operating Indicators by Function
Last Ten Years

Function/Program	Fiscal Year			
	2015	2016	2017	2018
Police				
Medical calls	3,892	4,043	4,267	4,339
Traffic incidents	14,186	10,965	15,951	16,638
Citations	11,580	7,113	9,659	8,606
Other	15,063	20,477	17,688	16,267
Fire				
Inspections	1,488	1,305	1,112	874
Fire calls				
Fire	182	203	193	185
Pressure rupture/explosion	11	6	7	7
Rescue and EMS	222	234	341	323
Hazardous condition	129	129	135	192
Service calls	115	159	227	240
Good intent	386	394	336	441
False alarm/call	433	367	410	443
Severe weather	2	—	1	1
Special incidents	—	1	1	2
Other	—	—	—	—
Inspections				
Permit-related	23,468	21,098	21,433	21,639
Nonpermit-related	2,244	2,005	1,874	1,855
Recreation				
Hours of ice time	6,902	6,713	6,235	8,882
Number of programs	2,150	2,191	1,615	2,085
Plymouth Community Center rentals	4,081	3,998	3,567	3,779
Water				
Gallons of water production (in thousands)	2,925,520	2,944,140	3,006,304	2,982,075
Watermain breaks	35	35	39	35
Public works				
Snowplowing hours	1,749	1,872	4,008	6,078

Source: Various city departments

2019	2020	2021	2022	2023	2024
4,620	4,509	4,956	5,257	5,107	5,282
17,788	10,393	10,695	10,219	11,903	12,866
10,401	6,113	5,146	4,090	5,802	6,717
16,756	21,326	22,517	26,019	24,773	24,736
775	668	579	750	556	481
192	160	189	164	193	190
2	4	6	1	7	6
514	932	1,332	1,781	2,994	3,278
178	158	181	188	178	264
286	401	471	409	397	444
415	466	579	677	816	861
424	423	452	495	472	549
1	5	—	1	—	—
1	—	3	6	2	1
—	65	54	68	436	347
22,311	20,808	20,876	19,125	23,101	25,388
2,127	1,460	1,644	1,859	1,673	1,934
8,330	5,717	8,921	7,508	7,643	7,665
1,741	1,170	2,035	2,493	2,646	2,764
3,906	1,537	1,274	1,305	2,131	2,207
2,667,870	3,210,000	3,585,425	3,395,310	3,598,095	2,986,140
34	37	57	41	26	31
3,580	5,803	2,760	3,443	2,661	1,700

CITY OF PLYMOUTH

Capital Assets Statistics by Function/Program
Last Ten Years

Function/Program	Fiscal Year			
	2015	2016	2017	2018
Public safety				
Police				
Stations	1	1	1	1
Patrol units	21	21	23	22
Fire stations	3	3	3	3
Public works				
Trunk highways (miles)	20	20	20	20
Paved – county (miles)	26	26	26	26
Other streets and alleys (miles)	310	313	320	323
Sidewalks (miles)	17	17	17	20
Streetlights	3,219	3,322	3,313	3,309
Parks and recreation				
Acreage	1,670	1,672	1,728	1,735
Parks, natural areas, and open space	65	75	79	81
Trails (miles)	158	164	168	172
Community center	1	1	1	1
Water				
Water mains (miles)	381	385	389	390
Fire hydrants (1)				
Private	1,599	1,610	1,618	1,624
Public	4,700	4,700	4,957	4,991
Wastewater				
Sanitary sewer (miles)	334	338	342	344
Storm sewer	157	162	168	170

(1) Beginning in 2024 data has been updated from a manual process to an automated process through the City's asset management system. Prior year counts have not been restated.

Note: No capital asset indicators are available for the general government function.

Source: Various city departments

2019	2020	2021	2022	2023	2024
1	1	1	1	1	1
22	21	21	21	21	21
3	3	3	3	3	3
20	20	20	20	20	20
26	26	26	26	26	26
324	325	325	332	332	332
20	20	21	20	20	20
3,402	3,426	3,426	3,425	3,425	3,479
1,855	1,855	1,827	1,827	1,827	1,834
86	86	84	84	84	84
174	175	175	177	182	187
1	1	1	1	1	1
393	396	397	401	401	402
1,649	1,657	1,667	1,675	1,675	1,691
5,019	5,060	5,077	5,137	5,144	5,120
345	347	348	350	351	351
174	177	179	184	186	188

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Corrective Action Plans and
Summary Schedule of Prior Audit Findings
Year Ended December 31, 2024

A. FINANCIAL STATEMENT FINDINGS

None.

B. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

SIGNIFICANT DEFICIENCY IN INTERNAL CONTROL OVER COMPLIANCE – U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT – HOUSING VOUCHER CLUSTER – FEDERAL ALN 14.871 AND 14.879

2024-001 Internal Control and Compliance With Special Tests and Provisions Requirements

Summary of Finding

The City of Plymouth, Minnesota (the City) did not have sufficient controls in place with the Housing Voucher Cluster federal programs to assure compliance with federal special tests and provisions requirements. The City did not have proper controls in place to ensure prospective tenants added to the voucher waiting list were properly ranked based on the Housing and Redevelopment Authority approved criteria.

Corrective Action Plan

Actions Planned – The City has implemented new controls and procedures in 2025 to address this internal control finding to comply with this finding. The City will review new controls to ensure that prospective tenants are properly ranked on the waiting list in accordance with the Housing and Redevelopment Authority policy in the future.

Official Responsible – The City's Housing and Economic Development Manager.

Planned Completion Date – December 31, 2025.

Disagreement With or Explanation of Finding – The City agrees with this finding.

Plan to Monitor – The City's Finance Director, Andrea Rich, will ensure the new process and procedures implemented improve internal controls and procedures in this area to ensure future federal grant compliance.



CITY OF PLYMOUTH

Corrective Action Plans and
Summary Schedule of Prior Audit Findings (continued)
Year Ended December 31, 2024

C. MINNESOTA LEGAL COMPLIANCE FINDINGS

2024-002 WITHHOLDING AFFIDAVIT

Summary of Finding

Before making final settlement with any contractor under a contract requiring the employment of employees for wages by said contractor or subcontractors, the City must obtain a certificate by the Commissioner of Revenue that the contractor or subcontractor has complied with the withholding requirements of Minnesota Statutes § 270C.66 (either a Commissioner of Revenue Form IC134 or a Contractor's Withholding Affidavit). The City did not obtain the required certificate prior to releasing the final payment for two of four contracts audited during the year 2024.

Corrective Action Plan

Actions Planned – The City is aware of this Minnesota legal compliance requirement and will review process and procedures in 2025 to ensure that this compliance finding is corrected to comply with state statutes. The City will make sure appropriate changes are implemented to ensure all contracts requiring a Commissioner of Revenue Form IC134 are obtained prior to final payment.

Official Responsible – The City's Finance Director, Andrea Rich.

Planned Completion Date – December 31, 2025.

Disagreement With or Explanation of Finding – The City agrees with this finding.

Plan to Monitor – The City's Finance Director, Andrea Rich, will ensure the new process and procedures implemented improve internal controls and procedures in this area to ensure future compliance.

D. SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

No financial statement or federal award findings were reported in the prior year.

Management Report
for
City of Plymouth
Hennepin County, Minnesota
December 31, 2024



Certified Public Accountants Business Consultants

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To the City Council and Management
City of Plymouth, Minnesota

We have prepared this management report in conjunction with our audit of the City of Plymouth, Minnesota's (the City) financial statements for the year ended December 31, 2024. We have organized this report into the following sections:

- Audit Summary
- Governmental Funds Overview
- Enterprise Funds Overview
- Government-Wide Financial Statements
- Accounting and Auditing Updates

We would be pleased to further discuss any of the information contained in this report or any other concerns that you would like us to address. We would also like to express our thanks for the courtesy and assistance extended to us during the course of our audit.

The purpose of this report is solely to provide those charged with governance of the City, management, and those who have responsibility for oversight of the financial reporting process comments resulting from our audit process and information relevant to city finances in Minnesota. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,

A handwritten signature in black ink that reads 'LB Carlson, LLP'.

LB CARLSON, LLP
Minneapolis, Minnesota

June 18, 2025

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AUDIT SUMMARY

The following is a summary of our audit work, key conclusions, and other information that we consider important or that is required to be communicated to the City Council, administration, or those charged with governance of the City.

OUR RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA, *GOVERNMENT AUDITING STANDARDS*, AND TITLE 2 U.S. CODE OF FEDERAL REGULATIONS (CFR) PART 200, *UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS* (UNIFORM GUIDANCE)

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of and for the year ended December 31, 2024. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information to you verbally and in our audit engagement letter. Professional standards also require that we communicate the following information related to our audit.

PLANNED SCOPE AND TIMING OF THE AUDIT

We performed the audit according to the planned scope and timing previously discussed and coordinated in order to obtain sufficient audit evidence and complete an effective audit.

AUDIT OPINIONS AND FINDINGS

Based on our audit of the City's financial statements for the year ended December 31, 2024:

- We have issued unmodified opinions on the City's basic financial statements. Our report included a paragraph emphasizing the City's implementation of Governmental Accounting Standards Board (GASB) Statement No. 101, *Compensated Absences*, during the year. Our opinion was not modified with respect to this matter.
- We reported no deficiencies in the City's internal control over financial reporting that we considered to be material weaknesses. It should be understood that internal controls are never perfected, and those controls which protect the City's funds from such things as fraud and accounting errors need to be continually reviewed by management and modified as necessary.
- The results of our testing disclosed no instances of noncompliance required to be reported under *Government Auditing Standards*.
- We reported that the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the basic financial statements.
- The results of our tests indicate that the City has complied, in all material respects, with the types of compliance requirements that could have a direct and material effect on each of its major federal programs.

- We reported one deficiency in the City’s internal controls over compliance that we considered to be a significant deficiency with the types of compliance requirements that could have a direct and material effect on each of its major federal programs.
 - During our audit, we noted that the City did not have sufficient controls in place within the Housing Voucher Cluster federal program to ensure compliance with federal special tests and provisions requirements. The City did not have proper controls in place to ensure prospective tenants added to the voucher waiting list were properly ranked based on the Housing and Redevelopment Authority approved criteria.
- We reported one finding based on our testing of the City’s compliance with Minnesota laws and regulations.
 - Before making final settlement with any contractor under a contract requiring the employment of employees for wages by said contractor or subcontractors, the City must obtain a certificate by the Commissioner of Revenue that the contractor or subcontractor has complied with the withholding requirements of Minnesota Statutes § 270C.66 (either a Commissioner of Revenue Form IC134 or a Contractor’s Withholding Affidavit). The City did not obtain or properly retain supporting documentation that the required certificates were received prior to releasing the final payment for two of four contracts completed during the current year.

SIGNIFICANT ACCOUNTING POLICIES

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 of the notes to basic financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2024. However, the City implemented the following governmental accounting standard during the fiscal year:

- As described in Note 1 of the notes to basic financial statements, the City implemented GASB Statement No. 101, *Compensated Absences*, during fiscal year ended December 31, 2024. This standard changed the recognition and measurement of the compensated absences liability reported by the City. This change resulted in a restatement, which reduced the beginning net position in the government-wide Statement of Activities and Proprietary Funds Statement of Revenues, Expenses, and Changes in Net Position by \$1,987,164.

We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

ACCOUNTING ESTIMATES AND MANAGEMENT JUDGMENTS

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- **Depreciation/Amortization** – Management’s estimates of depreciation/amortization expense are based on the estimated useful lives of the assets.

- **Total Other Post-Employment Benefits (OPEB) and Net Pension Liabilities** – The City has recorded liabilities and activity for OPEB and pension benefits. These obligations are calculated using actuarial methodologies described in the GASB Statement Nos. 68 and 75. These actuarial calculations include significant assumptions, including projected changes, healthcare insurance costs, investment returns, retirement ages, proportionate share, and employee turnover.
- **Compensated Absences** – Management’s estimate is based on current rates of pay, unused compensated absence balances, and the likelihood that these leave balances will ultimately be paid out over the course of employment or at termination.
- **Self-Insurance Reserves** – Management’s estimates of self-insurance reserves are based on the estimated liability for incurred, but not reported claims.
- **Value of Land Held for Resale** – These assets are stated at the lower of cost or acquisition value based on management’s estimates.

We evaluated the key factors and assumptions used by management to develop these accounting estimates in determining that they are reasonable in relation to the basic financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The disclosures included in the notes to the basic financial statements related to OPEB and pension benefits are particularly sensitive, due to the materiality of the liabilities, and the large and complex estimates involved in determining the disclosures.

The financial statement disclosures are neutral, consistent, and clear.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing and completing our audit.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit’s financial statements taken as a whole.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this report, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor’s report. We are pleased to report that no such disagreements arose during the course of our audit.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in the management representation letter dated June 18, 2025.

MANAGEMENT CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the City’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

OTHER AUDIT FINDINGS OR ISSUES

We generally discuss a variety of matters, including the application of accounting principles and auditing standards with management each year prior to retention as the City’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER MATTERS

We applied certain limited procedures to the management’s discussion and analysis (MD&A) and the pension and OPEB-related required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information accompanying the financial statements and the separately issued Schedule of Expenditures of Federal Awards, which are not RSI. With respect to this information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information and Schedule of Expenditures of Federal Awards to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the financial statements, but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

GOVERNMENTAL FUNDS OVERVIEW

This section of the report provides you with an overview of the financial trends and activities of the City's governmental funds, which includes the General, special revenue, debt service, and capital project funds. These funds are used to account for the basic services the City provides to all of its citizens, which are financed primarily with property taxes. The governmental fund information in the City's financial statements focuses on budgetary compliance and the sufficiency of each governmental fund's current assets to finance its current liabilities.

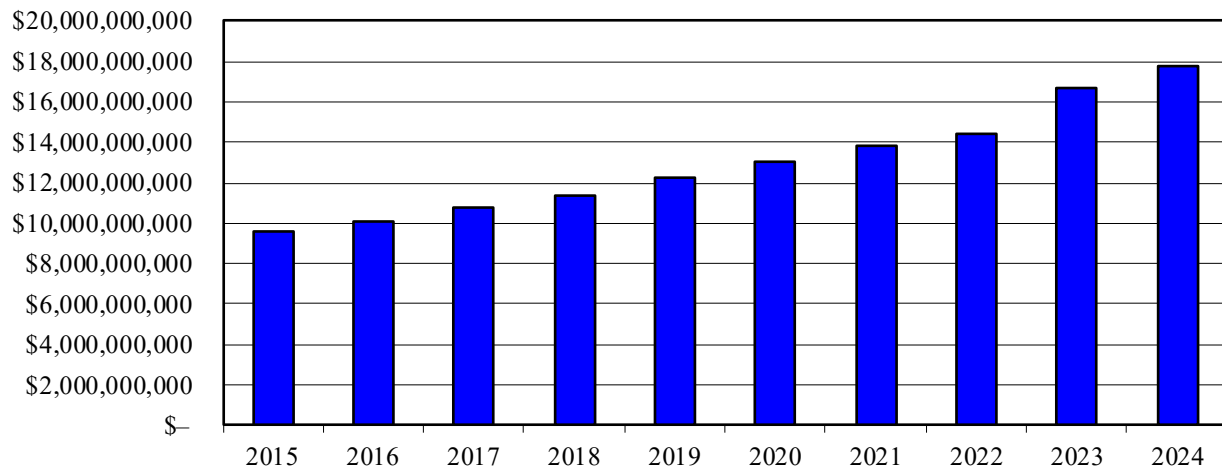
PROPERTY TAXES

Minnesota cities rely heavily on local property tax levies to support their governmental fund activities. For the 2022 fiscal year (the most recent comparative state-wide data available), local ad valorem property tax levies provided 44.1 percent of the total governmental fund revenues for cities over 2,500 in population, and 35.2 percent for cities under 2,500 in population. Total property taxes levied by all Minnesota cities for taxes payable in 2024 increased 7.5 percent compared to the prior year, and 7.7 percent for taxes payable in 2025.

The taxable net tax capacity value of property in Minnesota cities increased about 8.4 percent for the 2024 levy year. The tax capacity values used for levying property taxes are based on the assessed market values for the previous fiscal year (e.g., tax capacity values for taxes levied in 2024 were based on assessed market values as of January 1, 2023), so the trend of change in these tax capacity values lags somewhat behind the housing market and economy in general.

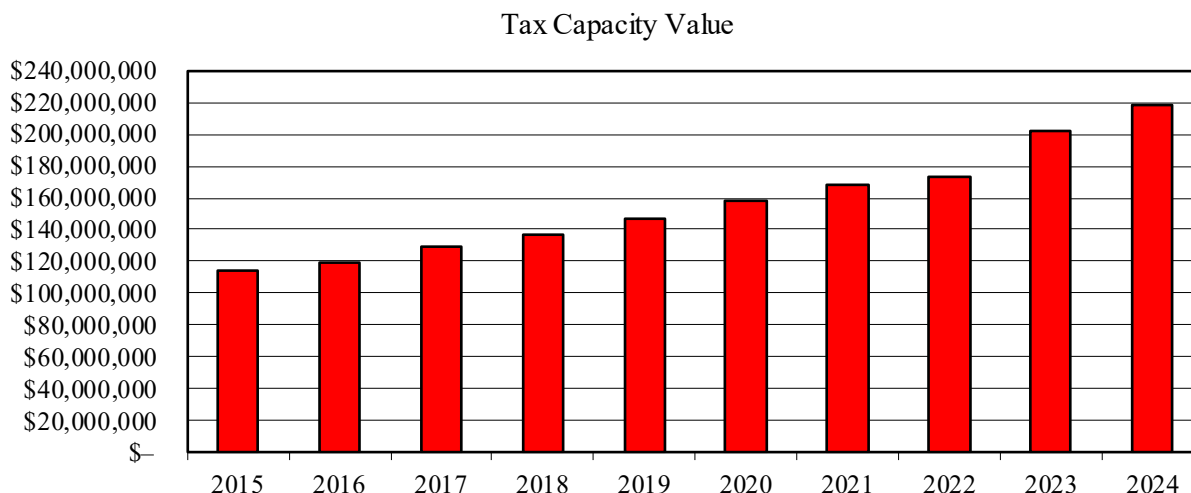
The City's estimated market value increased 15.9 percent for taxes payable in 2023 and increased 7.0 percent for taxes payable in 2024. The following graph shows the City's changes in estimated market value over the past 10 years:

Estimated Market Value



Tax capacity is considered the actual base available for taxation. It is calculated by applying the state's property classification system to each property's market value. Each property classification, such as commercial or residential, has a different calculation and uses different rates. Consequently, a city's total tax capacity will change at a different rate than its total market value, as tax capacity is affected by the proportion of its tax base that is in each property classification from year-to-year, as well as legislative changes to tax rates. The City's tax capacity increased 16.4 percent and 8.3 percent for taxes payable in 2023 and 2024, respectively.

The following graph shows the City's change in tax capacities over the past 10 years:



The following table presents the average tax rates applied to city residents for each of the last three levy years:

Rates Expressed as a Percentage of Net Tax Capacity			
	City of Plymouth		
	2022	2023	2024
Average tax rate			
City	27.2	24.3	24.5
County	38.5	34.5	34.7
School	29.3	23.9	19.8
Special taxing	6.9	8.3	8.9
Total	101.9	91.0	87.9

The average tax rate was less than the prior year with a decrease in the school portion as presented in the above table. Increases in property valuations contributed to the change in the average tax rate.

Note: The school tax rate is based on Wayzata School's (Independent School District No. 284) tax rate and the special taxing rate uses the Bassett Creek Watershed (District No. 7), due to these two districts servicing the majority of the City. The special taxing rate also included the City's HRA and other districts' operating rates.

GOVERNMENTAL FUND BALANCES

The following table summarizes the changes in the fund balances of the City's governmental funds during the year ended December 31, 2024, presented both by fund balance classification and by fund:

Governmental Funds Change in Fund Balance			
	Fund Balance as of December 31,		
	2024	2023	Change
Fund balances of governmental funds			
Total by classification			
Nonspendable	\$ 149,617	\$ 202,471	\$ (52,854)
Restricted	38,608,297	43,700,493	(5,092,196)
Assigned	25,328,878	29,173,340	(3,844,462)
Unassigned	21,772,689	20,168,395	1,604,294
Total governmental funds	<u>\$ 85,859,481</u>	<u>\$ 93,244,699</u>	<u>\$ (7,385,218)</u>
Total by fund			
General	\$ 24,371,482	\$ 23,883,906	\$ 487,576
Transit System	21,291,808	19,450,403	1,841,405
General Capital Projects	14,650,605	9,407,923	5,242,682
Street Replacement	171,883	3,511,058	(3,339,175)
Improvement Projects	(417,439)	(818,410)	400,971
Tax Increment Projects	4,240,308	4,336,309	(96,001)
Nonmajor funds	21,550,834	33,473,510	(11,922,676)
Total governmental funds	<u>\$ 85,859,481</u>	<u>\$ 93,244,699</u>	<u>\$ (7,385,218)</u>

In total, the fund balances of the City's governmental funds decreased \$7,385,218 during the year ended December 31, 2024.

The decrease in the current year was primarily in restricted and assigned fund balances in the Street Replacement and Nonmajor Funds. The use of restricted and assigned resources for infrastructure improvements and park improvements by the City in the current year contributed to the change in these categories of fund balance.

GOVERNMENTAL FUND REVENUES

The following table presents the per capita revenue of the City's governmental funds for the past four years, along with state-wide averages.

We have included the most recent comparative state-wide averages available from the Office of the State Auditor to provide a benchmark for interpreting the City's data. The amounts received from the typical major sources of governmental fund revenue will naturally vary between cities based on factors such as a city's stage of development, location, size and density of its population, property values, services it provides, and other attributes. It will also differ from year-to-year, due to the effect of inflation and changes in its operation. Also, certain data in these tables may be classified differently than how they appear in the City's financial statements in order to be more comparable to the state-wide information, particularly in separating capital expenditures from current expenditures.

We have designed this section of our management report using per capita data in order to better identify unique or unusual trends and activities of the City. We intend for this type of comparative and trend information to complement, rather than duplicate, information in the MD&A. An inherent difficulty in presenting per capita information is the accuracy of the population count, which for most years is based on estimates.

Governmental Funds Revenue per Capita With State-Wide Averages						
Year Population	State-Wide		City of Plymouth			
	2021 20,000–100,000	2022 20,000–100,000	2021 81,184	2022 80,762	2023 80,546	2024 81,000
Property taxes	\$ 557	\$ 584	\$ 513	\$ 538	\$ 570	\$ 620
Tax increments	49	46	27	27	22	15
Franchise fees and other taxes	53	58	36	39	43	54
Special assessments	56	50	–	–	1	–
Licenses and permits	53	55	50	50	75	77
Intergovernmental revenues	202	223	240	276	225	299
Charges for services	110	137	64	74	78	80
Other	26	(21)	23	13	107	72
Total revenue	<u>\$ 1,106</u>	<u>\$ 1,132</u>	<u>\$ 953</u>	<u>\$ 1,017</u>	<u>\$ 1,121</u>	<u>\$ 1,217</u>

A city's stage of development, along with the way a city finances various capital projects, will impact the mix of revenue sources. The City has less special assessment revenue than the state-wide average, which is due to the way the City finances certain capital projects.

Total revenues for the City's governmental funds for 2024 were \$98,582,174, an increase of \$8,339,581 (9.2 percent) over the prior year. On a per capita basis, the City's governmental funds revenue for 2024 was \$1,217, an increase of \$96 from the prior year. The largest increases were reported in intergovernmental revenues and property taxes, which increased \$74 and \$50 per capita, respectively. Intergovernmental revenues increased primarily due to grants received for construction projects. Property tax revenues were up with the increased property tax levy approved by the City Council.

GOVERNMENTAL FUND EXPENDITURES

The expenditures of governmental funds will also vary from state-wide averages and from year-to-year, based on the City's circumstances. Expenditures are classified into three types as follows:

- **Current** – These are typically the general operating type expenditures occurring on an annual basis, and are primarily funded by general sources, such as taxes and intergovernmental revenues.
- **Capital Outlay and Construction** – These expenditures do not occur on a consistent basis, more typically fluctuating significantly from year-to-year. Many of these expenditures are project-oriented, and are often funded by specific sources that have benefited from the expenditure, such as special assessment improvement projects.
- **Debt Service** – Although the expenditures for debt service may be relatively consistent over the term of the respective debt, the funding source is the important factor. Some debt may be repaid through specific sources, such as special assessments or redevelopment funding, while other debt may be repaid with general property taxes.

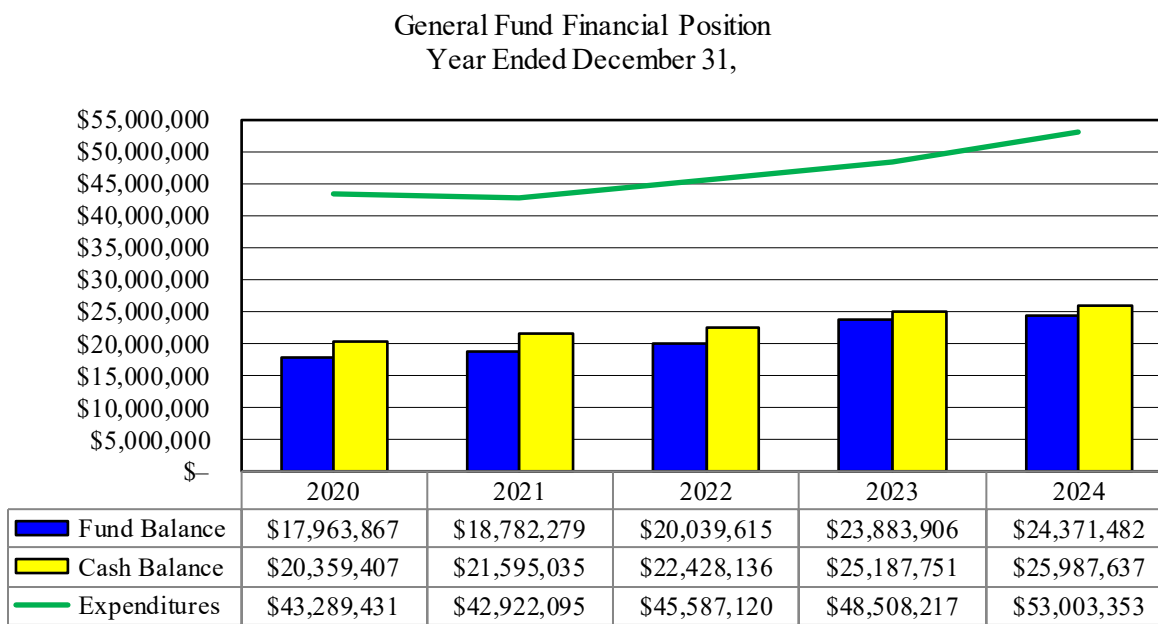
The City's expenditures per capita of its governmental funds for the past four years, together with state-wide averages, are presented in the following table:

Governmental Funds Expenditures per Capita With State-Wide Averages						
Year Population	State-Wide		City of Plymouth			
	2021 20,000–100,000	2022 20,000–100,000	2021 81,184	2022 80,762	2023 80,546	2024 81,000
Current						
General government	\$ 116	\$ 126	\$ 84	\$ 90	\$ 104	\$ 112
Public safety	327	347	285	301	309	340
Streets and highways	112	120	74	81	83	88
Culture and recreation	107	117	113	128	143	163
All other	77	92	112	76	84	111
	<u>739</u>	<u>802</u>	<u>668</u>	<u>676</u>	<u>723</u>	<u>814</u>
Capital outlay and construction	317	346	827	586	375	489
Debt service						
Principal	110	117	11	36	48	29
Interest and fiscal	34	32	13	19	19	18
	<u>144</u>	<u>149</u>	<u>24</u>	<u>55</u>	<u>67</u>	<u>47</u>
Total expenditures	<u>\$ 1,200</u>	<u>\$ 1,297</u>	<u>\$ 1,519</u>	<u>\$ 1,317</u>	<u>\$ 1,165</u>	<u>\$ 1,350</u>

Total expenditures for the City's governmental funds for 2024 were \$109,455,387, an increase of \$15,486,820 (16.5 percent) over the prior year. The City's per capita governmental fund expenditures for 2024 were \$1,350, an increase of \$185 per capita over the prior year. Natural inflationary increases in current spending along with additional capital outlay and construction spending accounted for the additional expenditures over the prior year. The City has typically been below the state-wide average for debt service. The decrease in the current year was as planned with the prepayment of outstanding bonds with city resources in the prior year.

GENERAL FUND FINANCIAL POSITION

The City's General Fund accounts for the financial activity of the basic services provided to the community. The primary services included within this fund are the administration of the municipal operation, police and fire protection, building inspection, streets and highway maintenance, and parks and recreation. The graph below illustrates the change in the General Fund financial position over the last five years. We have also included a line representing annual expenditures to reflect the change in the size of the General Fund operation over the same period.



The City's General Fund cash and investments balance on December 31, 2024, was \$25,987,637, an increase of \$799,886. Total fund balance on December 31, 2024, was \$24,371,482, which is an increase of \$487,576 over the prior year.

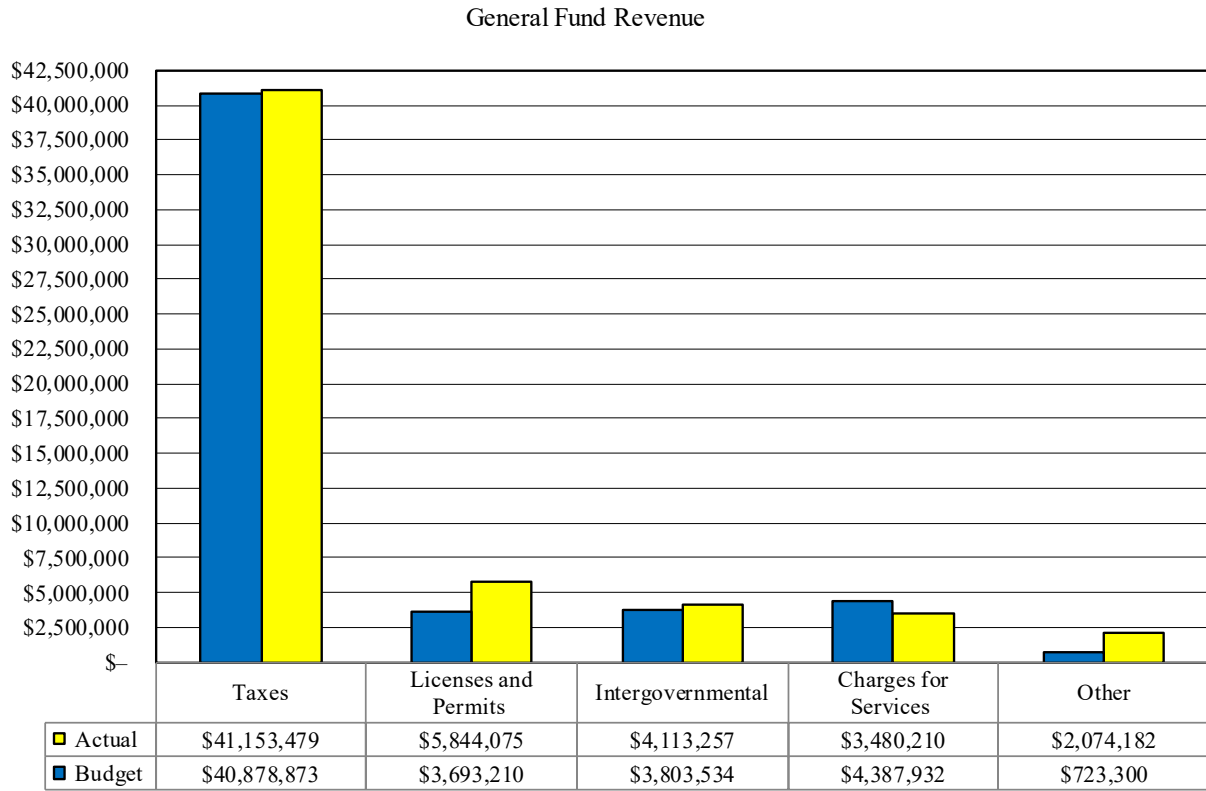
As the graph illustrates, the City has generally been able to maintain healthy cash and fund balance levels as the volume of financial activity has grown. This is an important factor because a government, like any organization, requires a certain amount of equity to operate. A healthy financial position allows the City to avoid volatility in tax rates; helps minimize the impact of state funding changes; allows for the adequate and consistent funding of services, repairs, and unexpected costs; and is a factor in determining the City's bond rating and resulting interest costs.

A trend that is typical to Minnesota local governments, especially the General Fund of cities, is the unusual cash flow experienced throughout the year. The City's General Fund cash disbursements are made fairly evenly during the year other than the impact of seasonal services, such as snowplowing, street maintenance, and park activities. Cash receipts of the General Fund are quite a different story. Taxes comprise about 72.6 percent of the fund's total annual revenue. Approximately half of these revenues are received by the City in July and the rest in December. Consequently, the City needs to have adequate cash reserves to finance its everyday operations between these payments.

In accordance with the City's fund balance policy, the General Fund balance at the end of the 2024 fiscal year (excluding the amount restricted for public safety) represents approximately 40 percent of the subsequent year's budgeted expenditures and transfers out.

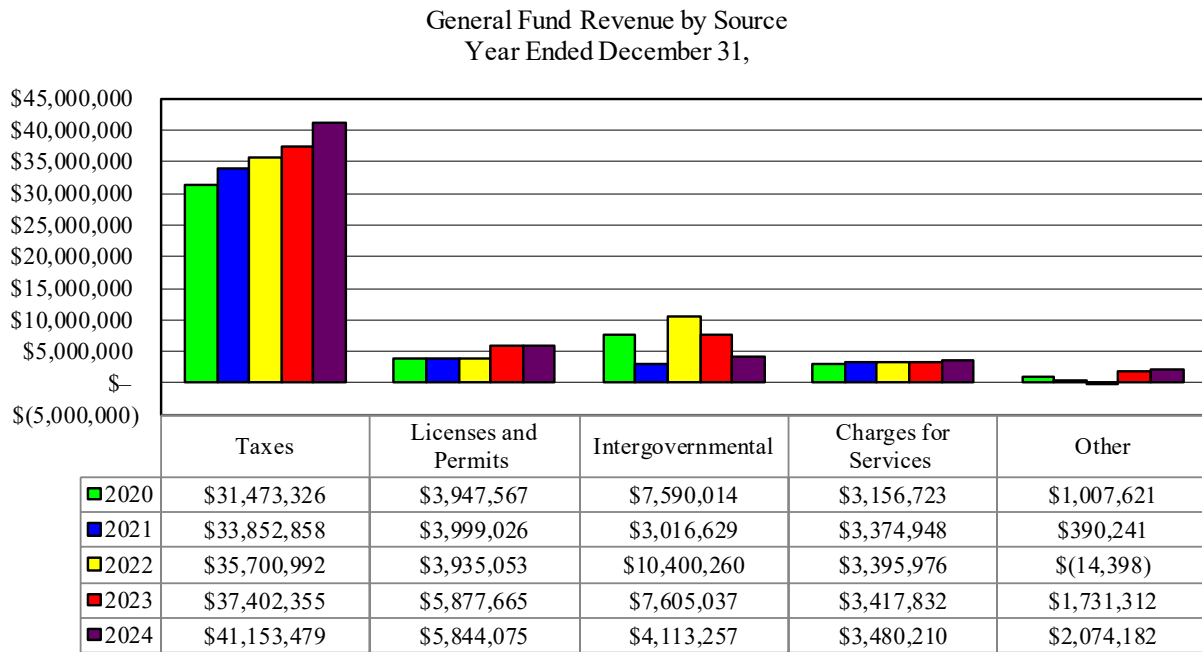
GENERAL FUND REVENUE

The following graph illustrates the City's General Fund revenue sources for 2024 compared to budget:



Total General Fund revenues for 2024 were \$56,665,203, which was \$3,178,354 (5.9 percent) more than budget. Favorable variances in taxes, licenses and permits, intergovernmental sources, and other revenues were partially offset by charges for services ending less than projected in the final budget. Licenses and permits surpassed budget expectations, due to conservative budgeting and elevated development activity in the City. Intergovernmental was over budget, due to the City's conservative budgeting for state fire aid and other one-time grants. Other sources were over budget, predominantly caused by the conservative budgeting for investment earnings and a pass-through grant application fee not anticipated in the final budget.

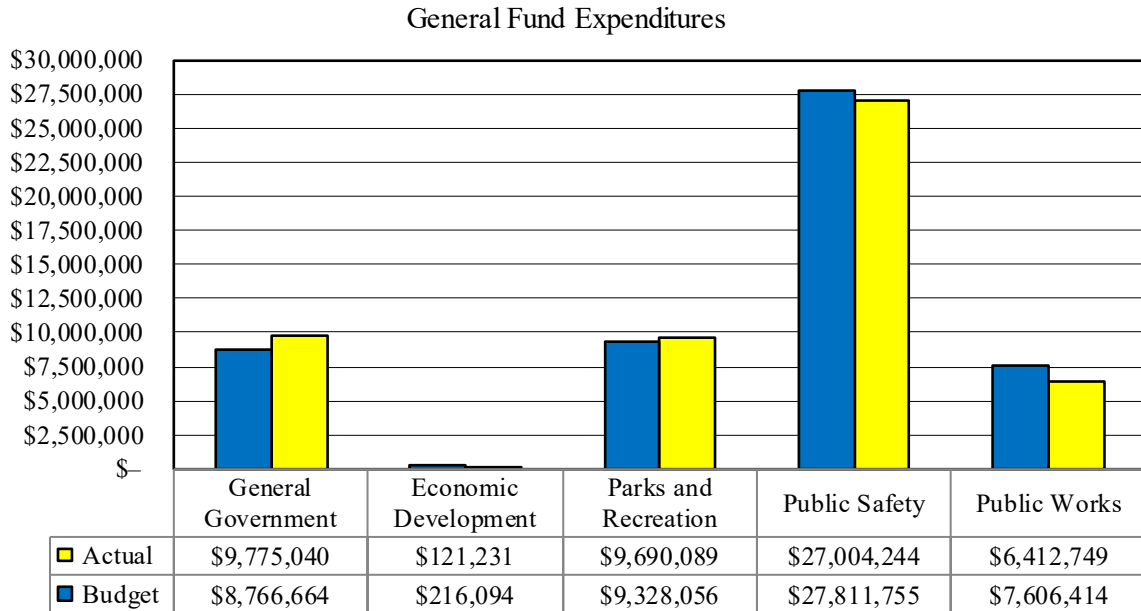
The following graph presents the City’s General Fund revenue by source for the last five years. The graph reflects the City’s reliance on property and other taxes, which represented 72.6 percent of General Fund revenues in 2024:



Total General Fund revenue for 2024 was \$631,002 (1.1 percent) more than last year. The increase in taxes was as anticipated and approved with the annual levy process. Licenses and permits remained similar to prior year amounts with ongoing development in the City. The increase noted in the “all other” category was due to the pass-through grant application fee for economic development. Intergovernmental revenue decreased, due to recognition of one-time public safety funding received from the state of Minnesota in the prior year.

GENERAL FUND EXPENDITURES

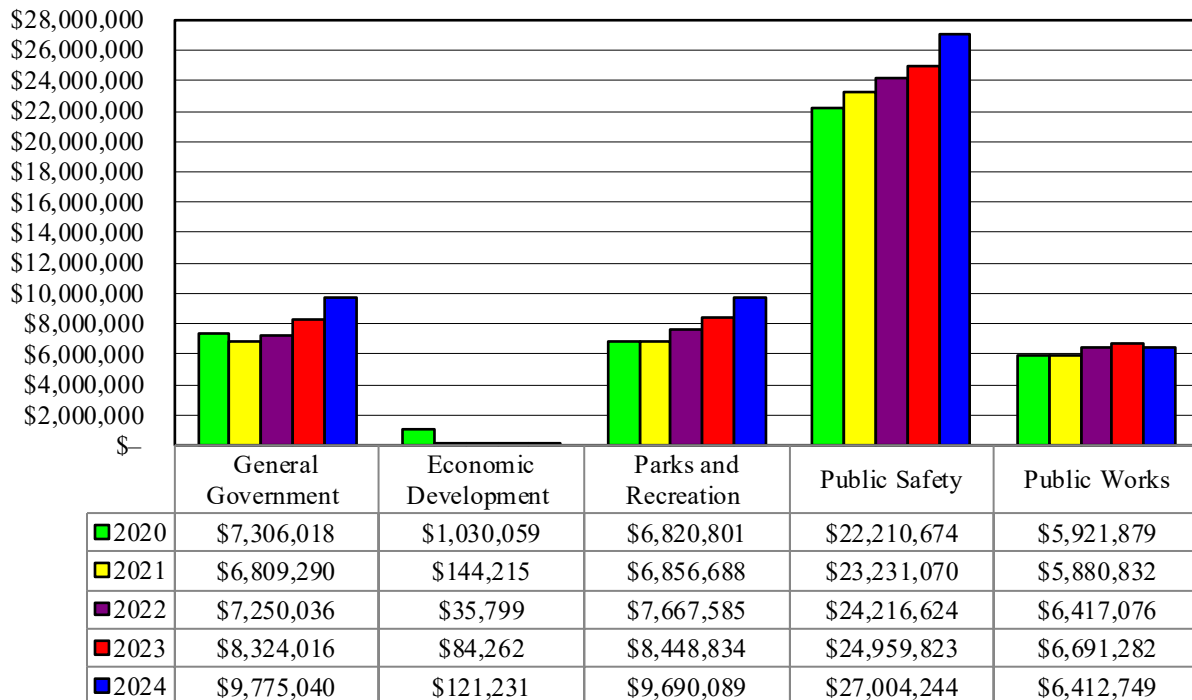
The following graph illustrates the components of General Fund spending for 2024 compared to budget:



Total General Fund expenditures for 2024 were \$53,003,353, which was \$725,630 (1.4 percent) under the final budget. The largest savings to budget were in public safety and public works, largely due to unfilled positions. The mild winter also provided savings in the public works function.

The following graph presents the City's General Fund expenditures by function for the last five years:

General Fund Expenditures by Function
Year Ended December 31,



Total General Fund expenditures for 2024 were \$4,495,136 (9.3 percent) more than the previous year. The increase was spread across most categories, as presented in the table above, except in public works. Increases were partially due to changes in wages and benefits, along with ongoing development activity in the current year. As previously discussed, the mild winter contributed to the reduction in public works.

ENTERPRISE FUNDS OVERVIEW

The City maintains enterprise funds to account for services the City provides that are financed primarily through fees charged to those utilizing the service. This section of the report provides you with an overview of the financial trends and activities of the City's enterprise funds, which include the Water Sewer Utility, Ice Center, Water Resources, Solid Waste Management, and Fieldhouse Funds.

ENTERPRISE FUNDS FINANCIAL POSITION

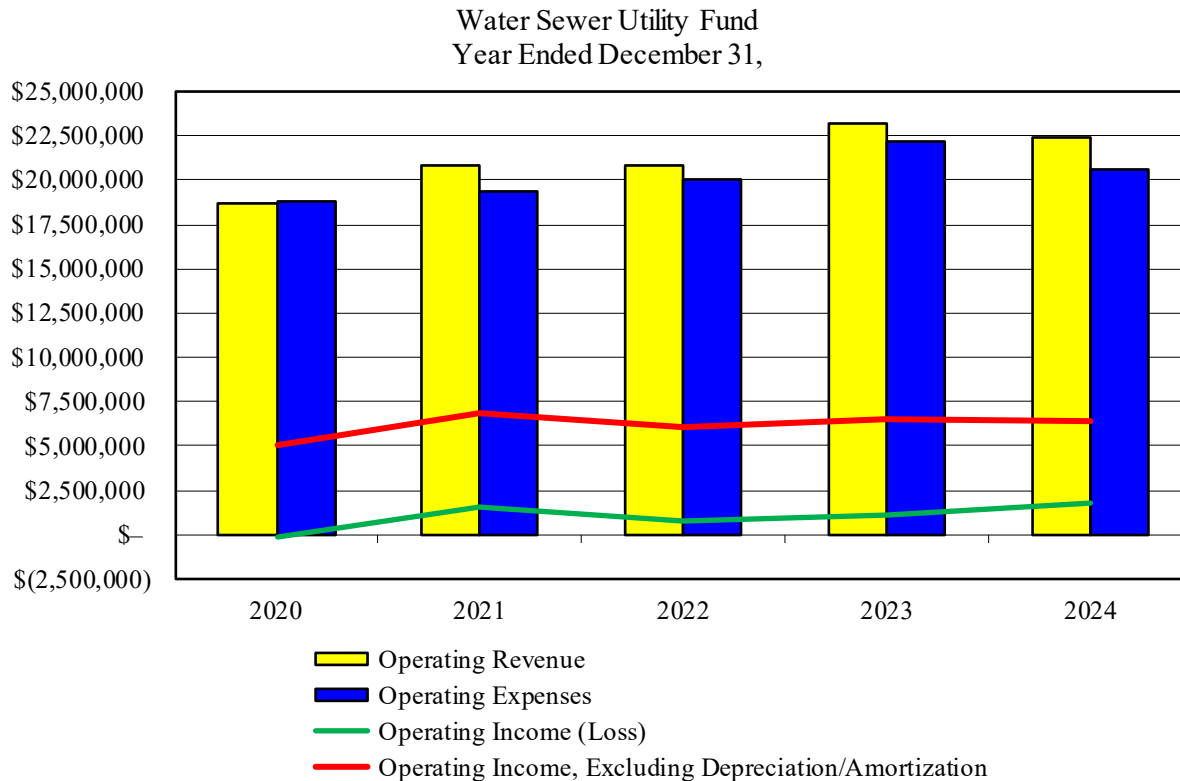
The following table summarizes the changes in the financial position of the City's enterprise funds during the year ended December 31, 2024, presented both by net position classification and by fund:

Enterprise Funds Change in Financial Position			
	Net Position as of December 31,		
	2024	2023	Change
Net position of enterprise funds			
Total by classification			
Net investment in capital assets	\$ 164,408,227	\$ 163,431,737	\$ 976,490
Restricted	34,630,085	31,241,839	3,388,246
Unrestricted	14,605,663	15,012,659	(406,996)
Total enterprise funds	<u>\$ 213,643,975</u>	<u>\$ 209,686,235</u>	<u>\$ 3,957,740</u>
Total by fund			
Water Sewer Utility	\$ 152,903,663	\$ 150,822,992	\$ 2,080,671
Ice Center	11,423,312	11,495,513	(72,201)
Water Resources	46,042,156	44,341,154	1,701,002
Nonmajor funds			
Solid Waste Management	982,767	710,315	272,452
Fieldhouse	2,292,077	2,316,261	(24,184)
Total enterprise funds	<u>\$ 213,643,975</u>	<u>\$ 209,686,235</u>	<u>\$ 3,957,740</u>

In total, the net position of the City's enterprise funds increased by \$3,957,740 during the year ended December 31, 2024. The increase in net position includes positive overall operating results, investment earnings, and funding from connection fees and capital contributions recognized in the current year.

WATER SEWER UTILITY FUND

The following graph presents five years of comparative operating results for the City's Water Sewer Utility Fund:



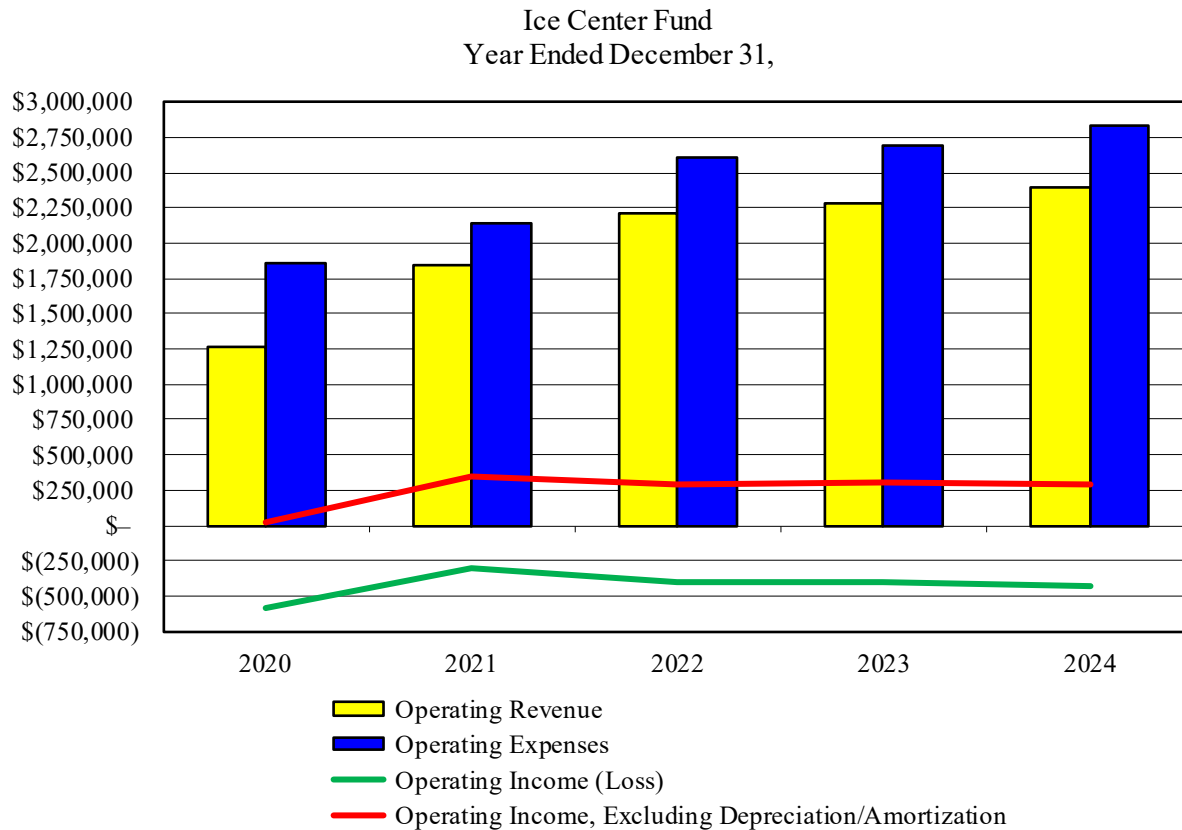
The Water Sewer Utility Fund ended 2024 with a total net position of \$152,903,663, an increase of \$2,080,671 from the prior year. Of this, \$115,793,685 represents the net investment in capital assets, and \$25,060,998 is restricted for utility trunk improvements, leaving \$12,048,980 of unrestricted net position.

The Water Sewer Utility Fund operating revenue was \$22,453,583 for 2024, a decrease of \$811,502 (3.5 percent). Reduced consumption in 2024 contributed to this change. Consumption will fluctuate from year-to-year based on many factors, including weather patterns and the number of utility customers.

Operating expenses (including depreciation/amortization of \$4,611,832) were \$20,643,509, a decrease of \$1,559,677 (7.0 percent); the decrease was spread between materials and supplies and contractual services. The decrease in spending also included an increase in municipal wastewater charges as established by the Metropolitan Council each year.

ICE CENTER FUND

The following graph presents five years of comparative operating results for the City's Ice Center Fund:



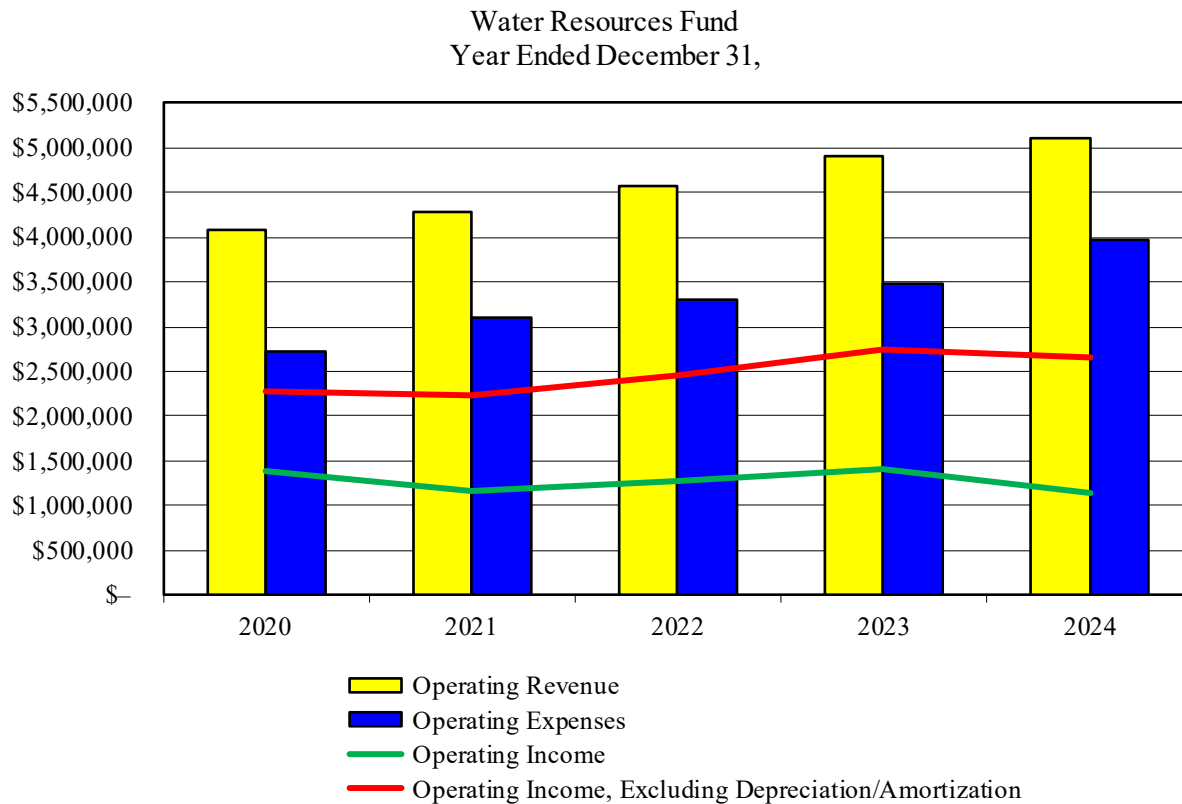
The Ice Center Fund ended 2024 with a net position of \$11,423,312, a decrease of \$72,201 from the prior year. Of this, \$11,246,203 represents the net investment in capital assets, leaving an unrestricted net position of \$177,109.

Operating revenue in the Ice Center Fund was \$2,396,328, an increase of \$106,247 (4.6 percent) from the prior year. Operating expenses for 2024 were \$2,833,142, an increase of \$145,630 (5.4 percent) from the prior year. The increase in expenses was primarily due to personal services, contractual services, and depreciation/amortization. Revenues and expenses were both up from the prior year, as seen in the graph above, due to increased activity.

It is important to note that a significant portion of the operating expenses in this fund is depreciation/amortization on capital assets already funded. The fees charged in this fund are developed to cover operating expenses, repairs, and betterment of the ice center facilities.

WATER RESOURCES FUND

The following graph presents five years of comparative operating results for the City's Water Resources Fund:

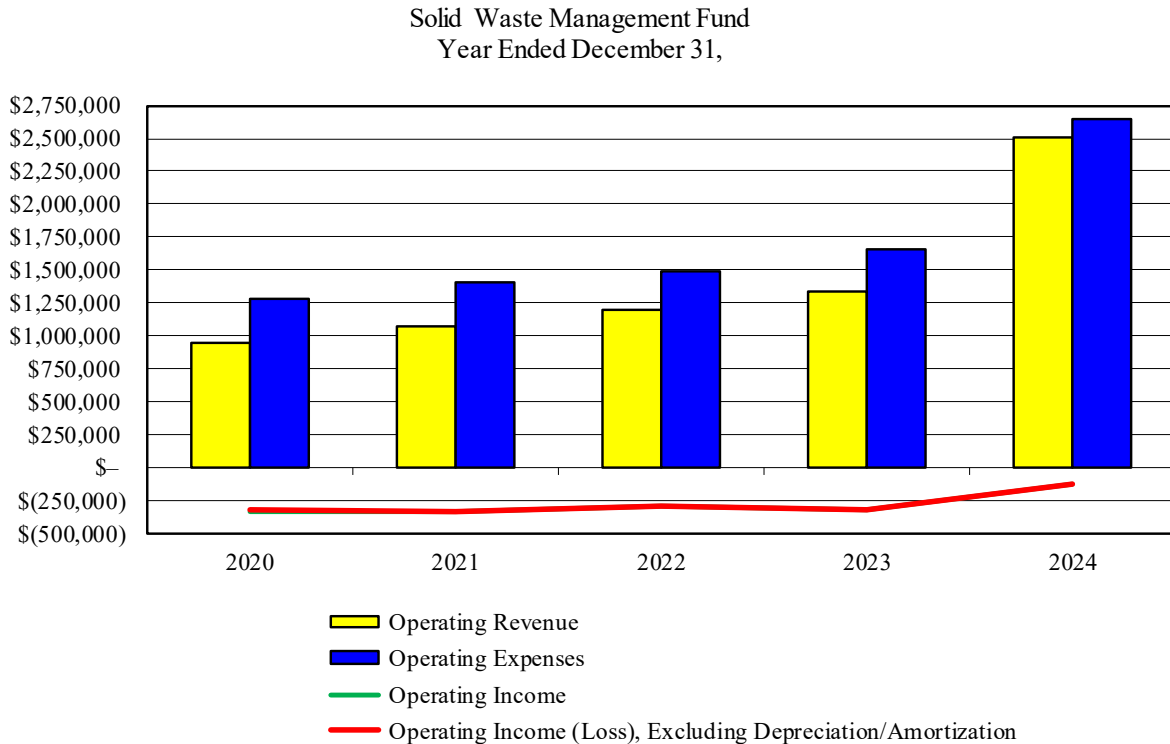


The Water Resources Fund ended 2024 with a net position of \$46,042,156, an increase of \$1,701,002 from the prior year. Of this, \$36,473,069 represents the net investment in capital assets, while the remaining \$9,569,087 is restricted for water resources.

Operating revenue in the Water Resources Fund totaled \$5,107,331, an increase of \$205,752 (4.2 percent) from the prior year, largely due to an increase in approved rates. Operating expenses for 2024 were \$3,963,593, an increase of \$478,988 (13.7 percent) from the prior year. The increase in expenses was primarily due to an increase in contractual services and depreciation/amortization.

SOLID WASTE MANAGEMENT FUND

The following graph presents five years of comparative operating results for the City's Solid Waste Management Fund:



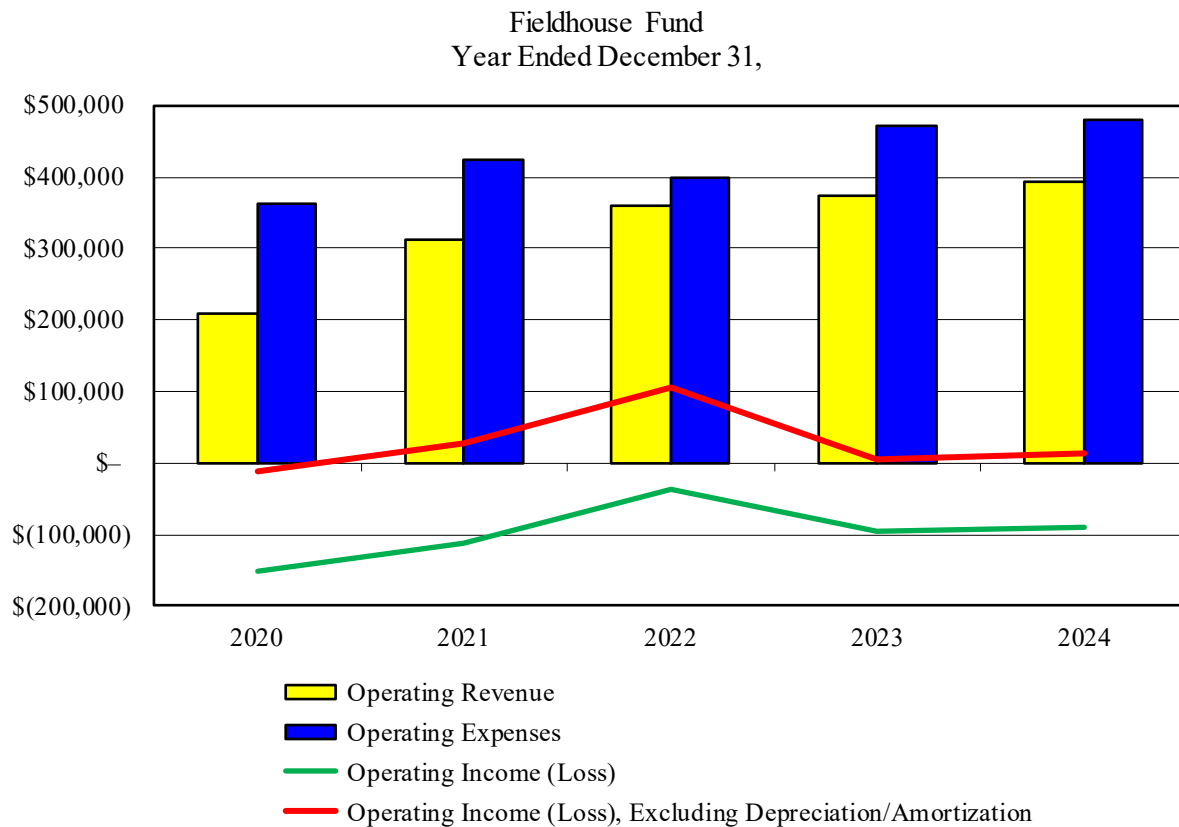
The Solid Waste Management Fund ended 2024 with a net position of \$982,767, an increase of \$272,452 from the prior year. Of this, \$92,476 represents the net investment in capital assets, leaving \$890,291 unrestricted net position.

Operating revenues in the Solid Waste Management Fund were \$2,508,072, an increase of \$1,177,375 (88.5 percent) from the prior year, largely due to an increase in approved rates to cover the change in contracted hauler charges. Operating expenses for 2024 were \$2,639,686, an increase of \$981,816 (59.2 percent) from the prior year, mainly in the rising cost for contractual services and the addition of organics recycling.

The City also recognized \$404,066 in net nonoperating activities, mainly from a county recycling grant, that offset the loss presented in the graph above.

FIELDHOUSE FUND

The following graph presents five years of comparative operating results for the City's Fieldhouse Fund:



The Fieldhouse Fund ended 2024 with a net position of \$2,292,077, a decrease of \$24,184 from the prior year. Of this, \$802,794 represents the net investment in capital assets, leaving \$1,489,283 of unrestricted net position.

Total operating revenue in the Fieldhouse Fund was \$392,511, an increase of \$17,951 (4.8 percent) from the previous year. The fees charged in this fund are developed to cover operating expenses, repairs, and betterment of fieldhouse facilities. Fieldhouse Fund operating expenses for 2024 were \$481,083, an increase of \$10,453, mainly in personal and contractual services.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

In addition to fund-based information, the current reporting model for governmental entities also requires the inclusion of two government-wide financial statements designed to present a clear picture of the City as a single, unified entity. These government-wide financial statements provide information on the total cost of delivering services, including capital assets and long-term liabilities.

STATEMENT OF NET POSITION

The Statement of Net Position essentially tells you what your city owns and owes at a given point in time, the last day of the fiscal year. Theoretically, net position represents the resources the City has leftover to use for providing services after its debts are settled. However, those resources are not always in spendable form, or there may be restrictions on how some of those resources can be used. Therefore, net position is divided into three components: net investment in capital assets, restricted, and unrestricted.

The following table presents the components of the City's net position as of December 31, 2024 and 2023, for governmental activities, business-type activities, and the Housing and Redevelopment Authority (HRA) component unit:

	As of December 31,		
	2024	2023	Change
Net position			
Primary government			
Governmental activities			
Net investment in capital assets	\$ 308,947,857	\$ 279,083,212	\$ 29,864,645
Restricted	41,343,597	46,546,161	(5,202,564)
Unrestricted	64,254,067	64,273,393	(19,326)
Total governmental activities	414,545,521	389,902,766	24,642,755
Business-type activities			
Net investment in capital assets	164,408,227	163,431,737	976,490
Restricted	34,630,085	31,241,839	3,388,246
Unrestricted	11,821,167	12,337,875	(516,708)
Total business-type activities	210,859,479	207,011,451	3,848,028
Housing and Redevelopment Authority			
Net investment in capital assets	2,914,371	3,161,156	(246,785)
Restricted	5,105,830	4,254,154	851,676
Unrestricted	2,689,593	2,436,218	253,375
Total Housing and Redevelopment Authority	10,709,794	9,851,528	858,266
Total net position	<u>\$ 636,114,794</u>	<u>\$ 606,765,745</u>	<u>\$ 29,349,049</u>

The City (including the HRA) ended 2024 with a combined total net position of \$636,114,794, an increase of \$29,349,049 from the prior year, with \$31,336,213 from current year operations and (\$1,987,164) from the change in accounting principle. Several factors contributed to this increase. Significant capital contributions recognized from grantors and developers contributed to the increase over the prior year.

The shift in net position components for the City (primary government) in governmental activities reflects the ongoing investment in streets and capital asset infrastructure of the City. The spending of restricted resources for park improvements reduced the restricted portion of net position. The decrease in unrestricted net position was due to the use of resources for capital improvements and the impact of state-wide pension obligations that benefit city employees.

STATEMENT OF ACTIVITIES

The Statement of Activities tracks the City's yearly revenues and expenses, as well as any other transactions that increase or reduce total net position. These amounts represent the full cost of providing services. The Statement of Activities provides a more comprehensive measure than just the amount of cash that changed hands, as reflected in the fund-based financial statements. This statement includes the cost of supplies used, depreciation/amortization of long-lived capital assets, and other accrual-based expenses.

The following table presents the change in net position of the City and the HRA for the years ended December 31, 2024 and 2023:

	2024			2023
	Expenses	Program Revenues	Net Change	Net Change
Net (expense) revenue				
Primary government				
Governmental activities				
General government	\$ 10,604,332	\$ 2,353,234	\$ (8,251,098)	\$ (6,975,101)
Economic development	3,090,018	371,043	(2,718,975)	(792,762)
Parks and recreation	16,944,377	12,392,064	(4,552,313)	(10,729,197)
Public safety	27,845,850	9,112,585	(18,733,265)	(15,658,526)
Public service	6,102,344	7,067,049	964,705	1,544,737
Public works	18,275,649	14,262,215	(4,013,434)	(8,282,549)
Interest on long-term debt	1,236,056	—	(1,236,056)	(1,275,836)
Business-type activities				
Water sewer utility	20,972,637	23,318,864	2,346,227	1,361,956
Ice center	2,885,723	2,429,054	(456,669)	(436,190)
Water resources	3,992,830	5,996,141	2,003,311	2,086,953
Solid waste management	2,652,140	2,910,264	258,124	(155,024)
Fieldhouse	487,195	394,894	(92,301)	(104,925)
Housing and Redevelopment Authority	6,670,037	6,613,011	(57,026)	(228,773)
Total net (expense) revenue	<u>\$ 121,759,188</u>	<u>\$ 87,220,418</u>	(34,538,770)	(39,645,237)
General revenues				
Property, other, and franchise taxes			56,446,203	51,862,191
Investment earnings			7,248,662	8,832,030
Gain on sale of capital assets			266,923	287,660
Other			1,913,195	1,821,780
Total general revenues			<u>65,874,983</u>	<u>62,803,661</u>
Change in net position			<u>\$ 31,336,213</u>	<u>\$ 23,158,424</u>

One of the goals of this statement is to provide a side-by-side comparison to illustrate the difference in the way the City's governmental and business-type operations are financed. The table clearly illustrates the dependence of the City's governmental operations on general revenues, such as property taxes and other general sources. It also shows that, for the most part, the City's business-type activities are generating sufficient program revenues (service charges and program-specific grants) to cover expenses. This is critical given the current downward pressures on the general revenue sources.

ACCOUNTING AND AUDITING UPDATES

The following is a summary of Governmental Accounting Standards Board (GASB) standards expected to be implemented in the next few years.

GASB STATEMENT NO. 102, *CERTAIN RISK DISCLOSURES*

The objective of this statement is to provide users of government financial statements with essential information about risks related to a government's vulnerabilities due to certain concentrations or constraints.

This statement defines a *concentration* as a lack of diversity related to an aspect of a significant inflow of resources or outflow of resources. A *constraint* is a limitation imposed on a government by an external party or by formal action of the government's highest level of decision-making authority. Concentrations and constraints may limit a government's ability to acquire resources or control spending. A government will be required to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, a government must assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information (as outlined in the standard) in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of the circumstances disclosed and the government's vulnerability to the risk of a substantial impact. The disclosures should also include any actions taken by the government to mitigate the risk.

The requirements of this statement are effective for fiscal years beginning after June 15, 2024, and all reporting periods thereafter. Earlier application is encouraged.

GASB STATEMENT NO. 103, *FINANCIAL REPORTING MODEL IMPROVEMENTS*

The objective of this statement is to improve key components of the financial reporting model to enhance its effectiveness in providing information that is essential for decision making and assessing a government's accountability. This statement also addresses certain application issues.

This statement continues the requirement that the basic financial statements be preceded by management's discussion and analysis (MD&A), which is presented as required supplementary information (RSI). This statement requires that the information presented in MD&A be limited to the related topics discussed in five sections: (1) Overview of the Financial Statements, (2) Financial Summary, (3) Detailed Analyses, (4) Significant Capital Asset and Long-Term Financing Activity, and (5) Currently Known Facts, Decisions, or Conditions. Furthermore, this statement stresses that the detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed. In addition, this statement continues the requirement that information included in MD&A distinguish between that of the primary government and its discretely presented component units.

This statement defines unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence, and requires governments to display the inflows and outflows related to each unusual or infrequent item separately.

This statement requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses. In addition to the subtotals currently required in a proprietary fund statement of revenues, expenses, and changes in fund net position, this statement requires that a subtotal for operating income (loss) and noncapital subsidies be presented before reporting other nonoperating revenues and expenses.

This statement requires governments to present each major component unit separately in the reporting entity's statement of net position and statement of activities if it does not reduce the readability of the statements. If the readability of those statements would be reduced, combining statements of major component units should be presented after the fund financial statements.

This statement requires governments to present budgetary comparison information using a single method of communication—RSI. Governments also are required to present (1) variances between original and final budget amounts and (2) variances between final budget and actual amounts. An explanation of significant variances is required to be presented in the notes to RSI.

The requirements of this statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged.

GASB STATEMENT NO. 104, *DISCLOSURE OF CERTAIN CAPITAL ASSETS*

The objective of this statement is to provide users of government financial statements with essential information about certain types of capital assets.

This statement requires certain types of capital assets to be disclosed separately in the capital assets note disclosures required by GASB Statement No. 34. Lease assets recognized in accordance with Statement No. 87, *Leases*, and intangible right-to-use assets recognized in accordance with Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, should be disclosed separately by major class of underlying asset in the capital assets note disclosures. Subscription assets recognized in accordance with Statement No. 96, *Subscription-Based Information Technology Arrangements*, also should be separately disclosed. In addition, this statement requires intangible assets other than those three types to be disclosed separately by major class.

This statement also requires additional disclosures for capital assets held for sale. A capital asset is considered held for sale if (a) the government has decided to pursue the sale of the capital asset and (b) it is probable that the sale will be finalized within one year of the financial statement date. Governments should consider relevant factors to evaluate the likelihood of the capital asset being sold within the established time frame. Capital assets held for sale are required to be evaluated each reporting period. Governments should disclose (1) the ending balance of capital assets held for sale, with separate disclosure for historical cost and accumulated depreciation by major class of asset, and (2) the carrying amount of debt for which the capital assets held for sale are pledged as collateral for each major class of asset.

The requirements of this statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged.

CITY OF PLYMOUTH
HENNEPIN COUNTY, MINNESOTA

Special Purpose Audit Reports

Year Ended
December 31, 2024



Certified Public Accountants Business Consultants

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CITY OF PLYMOUTH
HENNEPIN COUNTY, MINNESOTA

Special Purpose Audit Reports
Year Ended December 31, 2024

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CITY OF PLYMOUTH

Schedule of Expenditures of Federal Awards
Year Ended December 31, 2024

Federal Grantor/Pass-Through Grantor/Program Title	Federal ALN	Federal Expenditures	Passed Through to Subrecipients
U.S. Department of Housing and Urban Development			
Direct program			
Housing voucher cluster			
Section 8 Housing Choice Vouchers	14.871	\$2,740,890	
Mainstream Vouchers	14.879	<u>269,764</u>	
Total for housing voucher cluster			\$3,010,654
CDBG – Entitlement Grants Cluster			
Community Development Block Grants/Entitlement Grants	14.218	333,383	
COVID-19 – Community Development Block Grants/Entitlement Grants	14.218	<u>12,828</u>	
Total for CDBG – Entitlement Grants Cluster			346,211
U.S. Department of Justice			
Direct program			
Bulletproof Vest Partnership Program	16.607		12,595
U.S. Department of Transportation			
Passed through the Minnesota Department of Public Safety			
Highway safety cluster			
State and Community Highway Safety	20.600	121,672	\$ 28,075
National Priority Safety Programs	20.616	<u>3,350</u>	3,041
Subtotal for highway safety cluster			125,022
Minimum Penalties for Repeat Offenders for Driving While Intoxicated	20.608		78,631
			41,167
U.S. Department of Homeland Security			
Passed through the Minnesota Department of Public Safety			
Homeland Security Grant Program	97.067	<u>9,348</u>	
Total federal awards		<u><u>\$3,582,461</u></u>	

Note 1: The Schedule of Expenditures of Federal Awards is prepared on the accrual basis of accounting. The information in this schedule is presented in accordance with the OMB's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, when applicable. Therefore, some amounts presented in this schedule may differ from the amounts presented in, or used in the preparation of, the City's basic financial statements.

Note 2: All pass-through entities listed above use the same federal Assistance Listing Numbers (ALN) as the federal grantors to identify these grants.

Note 3: As part of its Section 8 Housing Choice Voucher Program, the City elects to administer portable vouchers totaling \$1,258,597 and related administration fees totaling \$92,923, as the receiving public housing authority (PHA) for various other initial PHAs throughout the United States. The City does not consider these amounts received from the initial PHAs to be subrecipient payments and, therefore, they are excluded from the Section 8 Housing Choice Vouchers program above.

Note 4: The City did not elect to use the 10 percent de minimis indirect cost rate.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the City Council and Management
City of Plymouth, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Plymouth, Minnesota (the City) as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 18, 2025.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

(continued)

REPORT ON COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,

A handwritten signature in black ink that reads "LB Carlson, LLP". The signature is written in a cursive, flowing style.

LB CARLSON, LLP
Minneapolis, Minnesota

June 18, 2025



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR
EACH MAJOR PROGRAM; REPORT ON INTERNAL CONTROL
OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF EXPENDITURES
OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

To the City Council and Management
City of Plymouth, Minnesota

REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM

OPINION ON EACH MAJOR FEDERAL PROGRAM

We have audited the City of Plymouth, Minnesota's (the City) compliance with the types of compliance requirements identified as subject to audit in the U.S. Office of Management and Budget *Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended December 31, 2024. The City's major federal programs are identified in the Summary of Audit Results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major programs for the year ended December 31, 2024.

BASIS FOR OPINION ON EACH MAJOR FEDERAL PROGRAM

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance requirements referred to above.

(continued)

RESPONSIBILITIES OF MANAGEMENT FOR COMPLIANCE

Management is responsible for compliance with the requirements referred to on the previous page and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF COMPLIANCE

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to on the previous page occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance, but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to on the previous page is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to on the previous page and performing such other procedures as we consider necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

REPORT ON INTERNAL CONTROL OVER COMPLIANCE

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section on the previous page and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and, therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined below. However, as discussed below, we did identify one deficiency in internal control over compliance that we consider to be a significant deficiency.

(continued)

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying Schedule of Findings and Questioned Costs as finding 2024-001 to be a significant deficiency.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

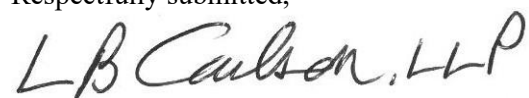
Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the internal control over compliance finding identified in our compliance audit described in the accompanying Schedule of Findings and Questioned Costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise City's basic financial statements. We issued our report thereon dated June 18, 2025, which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Expenditures of Federal Awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Respectfully submitted,



LB CARLSON, LLP
Minneapolis, Minnesota

June 18, 2025

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INDEPENDENT AUDITOR'S REPORT
ON MINNESOTA LEGAL COMPLIANCE

To the City Council and Management
City of Plymouth, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Plymouth, Minnesota (the City) as of and for the year ended December 31, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 18, 2025.

MINNESOTA LEGAL COMPLIANCE

In connection with our audit, we noted that the City failed to comply with provisions of the contracting – bid laws section of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minnesota Statutes § 6.65, insofar as they relate to accounting matters as described in the Schedule of Findings and Questioned Costs as finding 2024-002. Also, in connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the depositories of public funds and public investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing sections of the *Minnesota Legal Compliance Audit Guide for Cities*, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above-mentioned provisions, insofar as they relate to accounting matters.

CITY'S RESPONSE TO FINDING

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the legal compliance finding identified in our audit and described in the accompanying Schedule of Findings and Questioned Costs. The City's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

(continued)

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,

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LB CARLSON, LLP
Minneapolis, Minnesota

June 18, 2025

CITY OF PLYMOUTH

Schedule of Findings and Questioned Costs Year Ended December 31, 2024

A. SUMMARY OF AUDIT RESULTS

This summary is formatted to provide federal granting agencies and pass-through agencies answers to specific questions regarding the audit of federal awards.

Financial Statements

What type of auditor's report is issued? X Unmodified
 Qualified
 Adverse
 Disclaimer

Internal control over financial reporting:

Material weakness(es) identified? Yes X No
Significant deficiency(ies) identified? Yes X None reported
Noncompliance material to the financial statements noted? Yes X No

Federal Awards

Internal controls over major federal award programs:

Material weakness(es) identified? Yes X No
Significant deficiency(ies) identified? X Yes None reported

Type of auditor's report issued on compliance for major programs?

 X Unmodified
 Qualified
 Adverse
 Disclaimer

Any audit findings disclosed that are required to be reported
in accordance with 2 CFR 200.516 (a)?

 X Yes No

Programs tested as major programs:

<u>Program or Cluster</u>	<u>Federal ALN</u>
U.S. Department of Housing and Urban Development	
Housing voucher cluster	
Section 8 Housing Choice Vouchers	14.871
Mainstream Vouchers	14.879
Threshold for distinguishing between type A and B programs	<u>\$ 750,000</u>
Does the auditee qualify as a low-risk auditee?	<u> X </u> Yes <u> </u> No

CITY OF PLYMOUTH

Schedule of Findings and Questioned Costs (continued)
Year Ended December 31, 2024

B. FINANCIAL STATEMENT FINDINGS

None.

C. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

SIGNIFICANT DEFICIENCY IN INTERNAL CONTROL OVER COMPLIANCE – U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT – HOUSING VOUCHER CLUSTER – FEDERAL ALN 14.871 AND 14.879

2024-001 Internal Control and Compliance With Special Tests and Provisions Requirements

Criteria – 24 CFR § 982 Subpart E. Management is responsible for establishing and maintaining effective internal control over compliance with requirements applicable to federal programs, including special tests and provisions requirements applicable to the Housing Voucher Cluster of federal programs.

Condition – During our audit, we noted that the City of Plymouth, Minnesota (the City) did not have sufficient controls in place within the Housing Voucher Cluster federal programs to assure compliance with federal special tests and provisions requirements. The City did not have proper controls in place to ensure prospective tenants added to the voucher waiting list were properly ranked based on the Housing and Redevelopment Authority approved criteria.

Questioned Costs – Not applicable.

Context – The condition applies to special tests and provisions requirements as noted above. Twelve of twenty-five individuals added to the waiting list in the current year and selected for testing were not ranked in accordance with the City's policy. This was not a statistically valid sample.

Repeat Finding – This is a current year finding.

Cause – This was an oversight by city personnel.

Effect – Noncompliance with the special tests and provisions requirements could be viewed as a violation of the award agreement and result in tenants being placed into housing incorrectly based on their rank on the waiting list.

Recommendation – We recommend that the City review its internal control procedures relating to special tests and provisions requirements for its Housing Voucher Cluster federal programs. The City should verify compliance with federal special tests and provisions procedures, including the waiting list, to ensure prospective tenants are properly ranked on the list.

View of Responsible Official and Planned Corrective Actions – The City agrees with the finding. The City has separately issued a Corrective Action Plan related to this finding.

CITY OF PLYMOUTH

Schedule of Findings and Questioned Costs (continued)
Year Ended December 31, 2024

D. MINNESOTA LEGAL COMPLIANCE FINDINGS

2024-002 Withholding Affidavit

Criteria – Minnesota Statutes § 270C.66.

Condition – Before making final settlement with any contractor under a contract requiring the employment of employees for wages by said contractor or subcontractors, the City must obtain a certificate by the Commissioner of Revenue that the contractor or subcontractor has complied with the withholding requirements of Minnesota Statutes § 270C.66 (either a Commissioner of Revenue Form IC134 or a Contractor's Withholding Affidavit). The City did not obtain or properly retain supporting documentation that the required certificates were received prior to releasing the final payment for two of four contracts completed during the current year.

Questioned Costs – Not applicable.

Context – Two of four contracts tested were not in compliance. This was not a statistically valid sample.

Repeat Finding – This is a current year finding.

Cause – This was an oversight by city personnel.

Effect – The City did not follow state statutes for withholding affidavits for two of four contracts tested during the year.

Recommendation – We recommend that the City review payment procedures in place for contractors to ensure future compliance with this statute.

View of Responsible Official and Planned Corrective Actions – The City agrees with the finding. The City has separately issued a Corrective Action Plan related to this finding.

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City of Plymouth, Minnesota

Audit Report for Year Ended December 31, 2024

Presented by: Aaron J. Nielsen, CPA
Principal

OPINION ON FINANCIAL STATEMENTS

- City Audit
- Schedule of Expenditures of Federal Awards

INTERNAL CONTROLS AND COMPLIANCE

- Financial Statement Audit
- Federal "Single Audit"
- MN Legal Compliance Audit

FINANCIAL STATEMENTS

- Unmodified Opinion on Basic Financial Statements
- Implemented Compensated Absences Standard in the current year

INTERNAL CONTROL AND COMPLIANCE – FINANCIAL AUDIT

- No Material Weaknesses or Instances of Noncompliance Reported in the Current Year

SINGLE AUDIT OF FEDERAL AWARDS

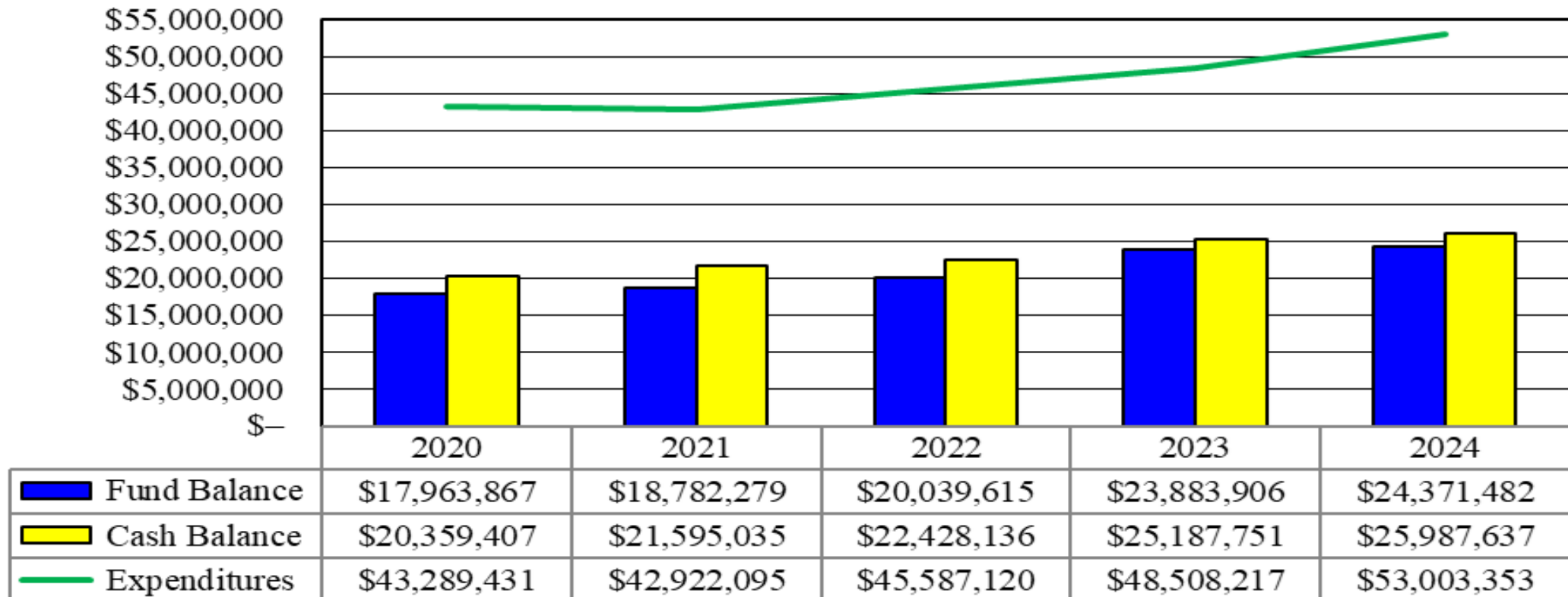
- Internal control over federal compliance 2024-001 – Special Tests and Provisions Requirements

MN LEGAL COMPLIANCE

- Minnesota Legal Compliance Finding 2024-002 – Withholding Affidavit

GENERAL FUND FINANCIAL POSITION

General Fund Financial Position
Year Ended December 31,



GENERAL FUND

- City's Primary Operating Fund – Continues to Meet Fund Balance Policy Goal at 12.31.2024

ANNUAL COMPREHENSIVE FINANCIAL REPORT

- City has received GFOA's F/S award for the past 42 years
- Current Year Report Prepared to Meet Program Requirements and Includes Significant Amounts of Financial and Non-Financial Information

CITY OF PLYMOUTH

RESOLUTION No. 2025-186

RESOLUTION ACCEPTING THE 2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT AND AUDIT

WHEREAS, each year, the City of Plymouth is required to have an independent audit performed on city financial statements; and

WHEREAS, the city has contracted with the independent certified public accounting firm of LB Carlson to perform the audit; and

WHEREAS, the City Council has received and reviewed the 2024 Annual Comprehensive Financial Report prepared by the Finance Division of the Administrative Services Department and the audit opinion of LB Carlson; and

WHEREAS, LB Carlson has issued an unqualified opinion as the result of their audit.

NOW, THEREFORE BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA, that the 2024 Annual Comprehensive Financial Report prepared by the city's Finance Division of the Administrative Services Department and the audit of said report as prepared by LB Carlson is accepted.

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Grant Fernelius, CED Director

Reviewed by:

Item: **Approve staff recommendation to participate in Met Council housing nexus study**

1. Action Requested:

Approve staff recommendation to participate in Met Council housing nexus study.

2. Background:

This is a follow-up to the discussion that occurred at the May 27 study session regarding the pending housing nexus study to be commissioned by the Met Council. In addition, there have been a few questions raised about the impact of the Bloomington program since adoption of its Opportunity Housing Ordinance (OHO) in 2019 in conjunction with their housing nexus study.

Met Council Housing Nexus Study

After the presentation last month, staff requested additional clarification from Met Council on the scope of the study and whether it would include the type of information (methodology and data) that Bloomington used in adopting its OHO program. Attached is a copy of the email from Maia Guerrero-Combs, Planning Analyst on the agency's goals for the regional study. In brief, the Met Council intends to take the same approach, including the following components:

- Housing needs assessment for each city
- Nexus analysis for each city
- Process for a city to plug in provided data to generate an in-lieu fee (this could be a range or a maximum depending on feedback)
- Model feasibility analysis
- Stakeholder workshops facilitated by the consultant and including city and

county staff, developers and external stakeholders.

What the Met Council study will not provide is a template ordinance or make specific recommendations on how to implement an inclusionary housing ordinance. It would be up to each community to decide and tailor it to their needs. Met Council intends to develop best practices, and staff, council and city attorney would work together on ordinance language to meet our goals. Bloomington also included zoning code updates and various incentives to help with implementation. One idea staff have contemplated is to have a consultant conduct a diagnostic evaluation of our zoning code to assess how it aligns with the council's strategic priorities, which will be part of the upcoming 2050 Comp Plan. Part of that work could include adoption of a new housing ordinance and/or update to the zoning code to address inclusionary housing goals. Staff believe the Met Council nexus study would provide helpful data and recommend participating rather than conducting an independent housing nexus study for Plymouth.

Bloomington Experience

Staff received an inquiry from council about the Bloomington experience and the number of housing projects that have been completed since the city adopted its OHO ordinance in 2019. In addition, there was interest in learning how many projects required TIF assistance. That is also noted in the report.

Since 2021, a total of 2,083 units have been completed (1,436 market rate or 69%; and 588 units or 27%). Roughly half of the projects used TIF assistance. The chart also shows the breakdown of affordable units by income group. In addition, the report shows a comparison of the units produced to the 2030 affordable housing goals that are tracked by the Met Council.

There are three projects under construction or pending encompassing 481 units; 353 units are market rate and 128 units are affordable. The one affordable project required TIF assistance.

3. Budget Impact:

Not applicable.

4. Attachments:

1. Met Council Email Excerpt
2. Bloomington Housing Unit Production 2021 - 2030
3. City Council Resolution 2025-187

Hello Grant!

To answer your follow-up questions, our goal is to create with a consultant a tool/report that is updated annually that will allow cities to create their own report that replicates the Bloomington nexus study, this includes:

- A housing needs assessment for each city which has a rental market overview including:
 - rental asking rates by city (by bedroom and for new construction and bedroom size)
 - vacancy rates by city (by bedroom and for new construction and bedroom size)
 - Affordable rental rates and income limits for the city and region
- Nexus analysis for new housing for each city
 - Incomes required to rent new housing tailored to new construction in each city
 - Supported industries and their income levels for the city or region
 - Potential employment generation by income level for new housing units for the city and/or region
 - Financing gap data for rental housing by AMI level for the city and/or region
- A process for a city to plug in provided data to generate an in-lieu fee (this could be a range or a maximum depending on feedback)
- A model feasibility analysis – (this is the most unclear portion so far and could be at the regional, community designation, county or city level depending on final project scope)
- Stakeholder workshops facilitated by the consultant which will include city and county staff, developers and more external stakeholders.

What this will not do is tell cities how to implement this data and fee into their inclusionary housing ordinances. Cities may choose to use this in their inclusionary housing ordinances, they also have full autonomy in the creation and implementation of their inclusionary housing ordinances. The Met Council may make recommendations and provide best practices based on local examples, but our intention is not to supplant local knowledge on how to best input this data into an ordinance. If your goal is to replicate that Bloomington has done, this will hopefully do most if not all of the work of that study, with the added potential of regional context.

All the best,



Maia Guerrero-Combs

Pronouns: she/her/hers

Planning Analyst, Housing and Livable Communities | Community Development

Metropolitan Council

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P. 651-602-1060

metro council.org | [Facebook](#) | [Instagram](#) | [X](#)

From: Grant Fernelius <gfernilius@plymouthmn.gov>

Sent: Tuesday, June 3, 2025 11:38 AM

To: Berke, Sarah <Sarah.Berke@metc.state.mn.us>; Maria Solano <msolano@plymouthmn.gov>; Dave Callister <dcallister@plymouthmn.gov>; Jodi Gallup <jgallup@plymouthmn.gov>

Cc: Johnson, Judy <Judy.Johnson@metc.state.mn.us>; Guerrero-Combs, Maia <Maia.Guerrero-Combs@metc.state.mn.us>; Sund, Michael <Michael.Sund@metc.state.mn.us>; Barajas, Lisa <Lisa.Barajas@metc.state.mn.us>

Subject: [EXTERNAL] RE: Following up: Housing Nexus study session discussion

Hi Sarah,

Thanks for the follow-up and for your time (along with Maia's) presenting to our council. A few follow-up questions. Do you envision that this initial study would replicate the work – to the extent practical – that Bloomington did for each community? Or would this be more of a regional focus with a sampling of data for various cities? My understanding of the Bloomington study is that it included a rental housing market overview; rental housing affordability (for various incomes); the nexus analysis of new housing demand; and then the feasibility of charging fees to help subsidize future affordable housing development.

How will this study provide the type of detail that might help a community like Plymouth? You mentioned below that the goal is to provide cities with a process for producing their own study and data. This implies that we still might need/want to do our own study. Or would that be something we could do at later date to keep the information relevant? Part of our interest in following the Met Council work is the potential for cost and time savings and not duplicating what the agency might be doing with these policies and best practices. We want to help manage expectations of our city council. Any insights would be greatly appreciated. Thanks again!

Grant Fernelius | Community & Economic Development Director

City of Plymouth

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Plymouth, MN 55447-1482
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Plymouth, Minnesota | Adding Quality to Life

Development	30% AMI	50% AMI	60% AMI	70-80% AMI	Market Rate	Total Affordable*	TOTAL	TIF
Opened								
Hayden Grove – Senior (2021)		34			132	34	166	N/A
District (2021)		50			198	50	248	N/A
Blooming Meadows North (2021)	17	12	104	39		133	172	Yes
Lyndale Flats (2022)			81			81	81	Yes
Aire Apartments (2022)		33	11		141	44	185	No
Cadence (2022)	6	3	59			68	68	Yes
Carbon 31 (2023)			36		366	36	402	Yes
Risor – Senior (2023)			14		132	14	146	No
Noble Apartments (2024)		14			135	14	149	Yes
Oxboro Heights - Senior (2024)	9	23	43	50		75	125	Yes
Ardor on the Bluffs (2024)					242		242	No
The Knox Apartments		9			90	9	99	No
SUBTOTAL	32	178	348	89	1,436	558	2,083	
Opened	2%	9%	17%	4%	69%	27%		
Under Construction								
Ever Apartments			19		189	19	208	No
The Rosalyn - Senior	8	104	16			128	128	Yes
SUBTOTAL	8	104	35	-	189	147	336	
Under Construction	2%	31%	10%	0%	56%	44%		
Approved								
BCS Phase 5					164		164	No
SUBTOTAL	-	-	-		164	-	164	
Approved					100%			
Opened, Under Construction or Approved	40	282	383	89	1,789	705	2,583	
	2%	11%	15%	3%	69%	27%		
2030 GOALS	445	246	151		1,453	842	2,300 NEW TBD NOAH	

*Affordable at or below the 60% AMI level

CITY OF PLYMOUTH

RESOLUTION No. 2025-187

RESOLUTION APPROVING THE CITY OF PLYMOUTH TO PARTICIPATE IN THE MET COUNCIL NEXUS HOUSING STUDY

WHEREAS, at the May 27, 2025 study session the council met with Met Council officials to discuss participation in a pending housing nexus study; and

WHEREAS, at the request of staff, the Met Council outlined the goals of the study and informed the city they intend to take the same approach (methodology and data) as done with the City of Bloomington study; and

WHEREAS, staff believe the Met Council nexus study would provide helpful data and recommend participating rather than conducting an independent housing nexus study for Plymouth.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLYMOUTH, MINNESOTA that participation in the Met Council Housing Nexus Study is approved.

BE IT FURTHER RESOLVED that staff is directed to work with Met Council officials to prepare an agreement for said study.

APPROVED by the City Council on this 24th day of June, 2025.

To: Dave Callister, City Manager

Prepared by: Jodi Gallup, City Clerk

Reviewed by: Maria Solano, Deputy City Manager

Item: **Approve appointments to the Housing and Redevelopment Authority and Destination Marketing Organization Advisory Board**

1. Action Requested:

Adopt attached resolution approving at-large appointment to the Housing and Redevelopment Authority and appointment to the Destination Marketing Organization Advisory Board.

2. Background:

The attached resolution of appointment has been prepared to take action on after conducting interviews at the Study Session held on June 24 to fill the vacant at-large seat on the Housing and Redevelopment Authority and a seat on the Destination Marketing Organization Advisory Board.

3. Budget Impact:

Not applicable.

4. Attachments:

1. Resolution
2. City Council Resolution 2025-188

CITY OF PLYMOUTH

RESOLUTION No. 2025-

RESOLUTION APPOINTING VACANT TERM ON THE HOUSING AND REDEVELOPMENT AUTHORITY AND DESTINATION MARKETING ORGANIZATION ADVISORY BOARD

BE IT RESOLVED by the City Council of the City of Plymouth, Minnesota, that the City Council confirms the following appointment to the Housing and Redevelopment Authority and Destination Marketing Organization Advisory Board:

<u>Name</u>	<u>Commission</u>	<u>Seat</u>	<u>Term Expires</u>
_____	Housing and Redevelopment Authority	at-large	January 31, 2028
_____	Destination Marketing Organization Advisory Board		January 31, 2027

APPROVED by the City Council on this 24th day of June, 2025.

CITY OF PLYMOUTH

RESOLUTION No. 2025-188

RESOLUTION APPOINTING VACANT TERM ON THE HOUSING AND REDEVELOPMENT AUTHORITY AND DESTINATION MARKETING ORGANIZATION ADVISORY BOARD

BE IT RESOLVED by the City Council of the City of Plymouth, Minnesota, that the City Council confirms the following appointment to the Housing and Redevelopment Authority and Destination Marketing Organization Advisory Board:

<u>Name</u>	<u>Commission</u>	<u>Seat</u>	<u>Term Expires</u>
Rahfat Hussain	Housing and Redevelopment Authority	at-large	January 31, 2028
Carolyn Murphy	Destination Marketing Organization Advisory Board		January 31, 2027

APPROVED by the City Council on this 24th day of June, 2025.