

STATE OF MINNESOTA
OFFICE OF ADMINISTRATIVE HEARINGS

In the Matter of the Petition for
the Incorporation of Baldwin Township
(MBAU Docket I-75)

EXHIBIT LIST

1. Engineering Report for Incorporation of Baldwin Township
2. Appraisal Report, February 29, 2024
3. Analysis of Financial Implications for Incorporation of Baldwin Township
4. Planning Report for Incorporation of Baldwin Township
5. Baldwin Township Town Board Organization
6. Baldwin Township Resolution Adopting Urban Powers
7. Baldwin Township 2023, 2024 and 2025 Budgets
8. Baldwin Township 2022 Audited Financial Statements
9. Baldwin Township Investment Policy
10. Baldwin Township 2024-2031 Capital Improvement Plan
11. Aerial Photograph of Business District in Baldwin Township
12. Incorporation Petition of Baldwin Township, December 4, 2023
13. Amended Incorporation Petition of Baldwin Township
14. Resolutions Supporting Incorporation of Baldwin Township
15. Baldwin Township 2023 Annual Meeting Agenda
16. Memorandum of Understanding Between Sherburne County and Baldwin Township regarding Zoning Administration
17. Baldwin Township Resolution 14-15 Accepting Recommendation of Baldwin Planning Commission and Adopting Baldwin Township Community Comprehensive Plan
18. Baldwin Township/Blue Hill Township 2024 Fire Contract
19. Sherburne County Mutual Fire Aid Agreement
20. Baldwin Fire Department Truck Inventory
21. Baldwin Fire Department Personnel
22. December, 2023 Princeton Firefighter Vote of No Confidence Letter
23. December 27, 2023 Princeton Firefighter response to City Administrator
24. January 18, 2024 Princeton Firefighter resignation letter to City Council
25. City of Princeton invoice to resident for Fire Department emergency response
26. City of Princeton 2024 Fee Schedule

27. Map of Baldwin Township 10 acres or less lots
28. City of Princeton Comprehensive Plan Sanitary Sewer System, December 17, 2020
29. City of Princeton Building Permits Issued 2008-2023
30. Baldwin Township Zoning Map
31. Baldwin Township Ordinance No. 100 - Regulating Rights-Of-Way
32. Baldwin Township Ordinance No. 100-2 - Amending the Road Right-of-Way Ordinance
33. Baldwin Township Ordinance No. 110 - Parking Ordinance
34. Baldwin Township Ordinance No. 200 - Establishing a Planning Commission
35. Baldwin Township Ordinance No. 200 - Revised Establishing a Planning Commission
36. Baldwin Township Ordinance No. 201 - Amending Section 2 of Establishing a Planning Commission
37. Baldwin Township Ordinance No. 300 - Emergency Address Identification
38. Baldwin Township Ordinance No. 301 Revised Emergency Address Identification
39. Baldwin Township Ordinance No. 400 - Animal Control
40. Baldwin Township Ordinance No. 400-1 Amending the Animal Control Ordinance
41. Baldwin Township Ordinance No. 500 - Amending Ordinance No. 100 Use of Rights-Of-Way by Utility Providers
42. Baldwin Township Ordinance No. 600 - Adopting a Fee Schedule
43. Baldwin Township Ordinance No. 600 - Revised Fee Schedule
44. Baldwin Township Ordinance No. 600-1 Amending Ordinance No. 600 Fee Schedule for the Town
45. Baldwin Township Ordinance No. 600-2 Revised Fee Schedule
46. Baldwin Township Ordinance No. 700 - Governing the Frontier Trails Subordinate Service District Waste Water Treatment and Collection System
47. Baldwin Township Ordinance No. 700-01 - Amendment to Ordinance No. 700
48. Baldwin Township Ordinance No. 700-02 - Amendment to Ordinances No. 700 and 700-01
49. Baldwin Township Ordinance No. 800 - Establishing Charges for Emergency Response Services
50. Baldwin Township Ordinance No. 800-01 - Amendment to Ordinance No. 800
51. Baldwin Township Ordinance No. 900 Adopting the Baldwin Township Zoning Ordinance
52. Baldwin Township Ordinance No. 900-1 Amending the Baldwin Township Zoning Ordinance Regarding Performance Standards
53. Baldwin Township Ordinance No. 900-2 Amending the Zoning Ordinance Regarding Animals

54. Baldwin Township Ordinance No. 910 Adopting the Baldwin Township Subdivision Ordinance
55. Baldwin Township Ordinance No. 920 Adopting the Baldwin Township Building Ordinance
56. Baldwin Township Ordinance No. 930 Amending Baldwin Township Fee Schedule
57. Baldwin Township Ordinance No. 930-1 Amending Baldwin Townships Fee Schedule
58. Baldwin Township Ordinance No. 2005-03 - Interim Subdivision
59. Baldwin Township Comprehensive Plan
60. Baldwin Township Parking Ordinance 2000
61. Baldwin Township Parking Ordinance 2003-01
62. Baldwin Township Parking Ordinance Number One
63. City of Princeton Zoning Map 2024

EXHIBIT 1

ENGINEERING REPORT

FOR

**INCORPORATION
OF
BALDWIN**

February 27, 2024

Prepared by:



3601 Thurston Avenue
Anoka, MN 55303
(763) 427-5860

I hereby certify that this Plan, Specification, or Report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under State of Minnesota Statutes 326.02 to 326.16.

A handwritten signature in blue ink, appearing to read 'Shane Nelson', is written over a horizontal line.

Shane Nelson, PE

43381

License No.

February 27, 2024

Date

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1.0 EXECUTIVE SUMMARY

This report provides the analysis, findings, and conclusions on behalf of Baldwin Township for incorporation from an engineering perspective. The following executive summary outlines the findings of this report related to the potential incorporation of Baldwin Township:

- Incorporation is needed to allow Baldwin Township to continue the planning and implementation of necessary public improvement projects by allowing the City Council to set the tax levy at amounts appropriate to fund necessary road and stormwater infrastructure improvements.
- Incorporation is needed for Baldwin Township to access Municipal State Aid funds to help finance the current and future transportation network such that the roadway network of Baldwin Township can continue to be maintained and developed to support anticipated growth and development patterns.
- Serving portions of Baldwin Township with municipal sanitary sewer and water service from the City of Princeton would not be financially feasible due to the existing large-lot development patterns.
- Incorporation will promote a more consistent long-term funding of the capital improvement plan as it will unite both the budgeting of capital improvement plan expenditures with the setting of the tax levy that funds the capital improvement plan, rather than having these two functions split between the Town Board and the electors who show up at the annual meeting every March to vote the tax levy.

Based upon the statutory factors for consideration of incorporation and the engineering analysis, findings, and conclusions of this report, Baldwin should be incorporated as the City of Baldwin.

2.0 MUNICIPAL STATE AID STREET SYSTEM (MSAS) FUNDING

Minnesota cities that are over 5,000 in population are eligible to receive Municipal State Aid Street (MSAS) Funding. The funding is dedicated in the Constitution of the State of Minnesota and is funded by the highway user tax distribution fund. In accordance with the State Constitution, nine percent of the net proceeds in the highway user tax distribution fund are apportioned to the Municipal State Aid Street Fund.

In 2023, it is estimated that there will be \$216,718,225 in MSAS funding available. There are two allocations that make up the total funding for each MSAS eligible City. The first component is the population of each City, the second is the “needs” of each City.

2.1 Population Allocation

In general, it is well accepted that cities with larger populations will have increased funding needs for their roads. Therefore, cities with larger populations receive a higher funding allocation in comparison to cities with smaller populations. The population portion of the funding is directly proportionate to the population, and a “per person” allocation can be estimated. In accordance with the *Municipal Screening Board Data Report*, published Spring

2023, it is estimated that \$107,584,511 of funding will be available and therefore a population allocation of \$26.09 will be made for 2023. The estimated 2023 population of Baldwin is 7,043. The population allocation calculation for Baldwin is as follows:

Estimated Population Allocation

$$7,043 \text{ est. population} \times \$26.09 \text{ per person} = \$183,752$$

2.2 “Needs” Allocation

The second allocation to the Municipal State Aid Street Funding are the “Needs.” The needs are calculated based on the cost to rehabilitate, reconstruct, or build the roads designated as MSAS routes.

For the year 2023, it is estimated that Baldwin will own and operate 82.7 miles of municipally maintained roads. In accordance with Minn. Stat. § 162.09, 20% of the total road mileage of a MSAS City may be designated as Municipal State Aid Routes, therefore, 16.5 miles of road will be designated accordingly.

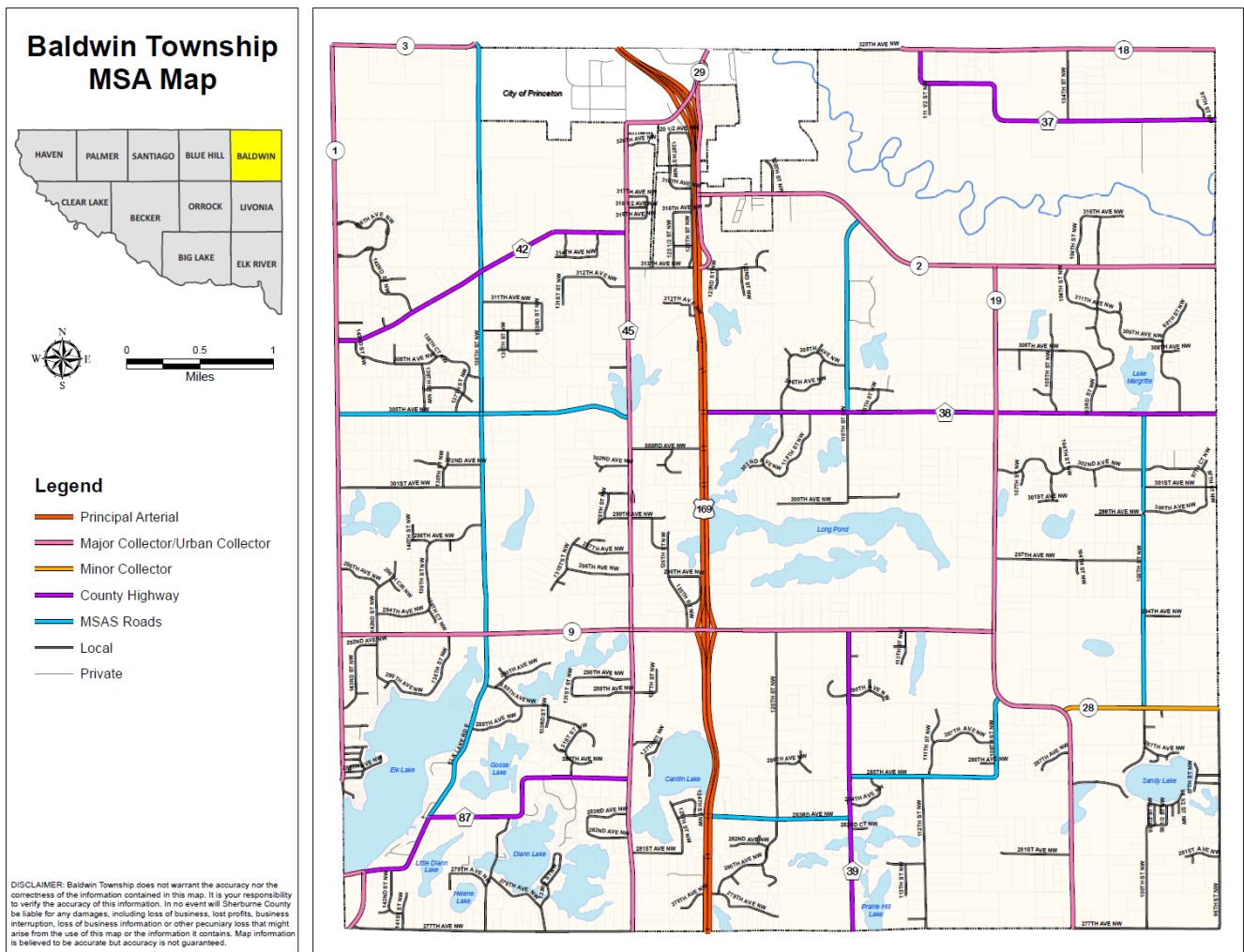


Figure 1. Baldwin Municipal State Aid Routes

As shown in Figure 1, Baldwin has several routes that will be eligible for MSAS funding as they provide connections between other County State Aid Highways and Trunk Highways. The proposed MSAS routes are depicted in a solid blue line, and these roadways are crucial in preserving the inter-connectivity of the local roadway network.

In general, these MSAS roadways have fewer homes located on them so fewer funding options are available. Due to the relatively low number of homes per mile, funding maintenance and improvements utilizing only special assessments is not feasible—several million dollars of additional funding will be necessary to properly reconstruct and maintain these roads. MSAS funds will help provide that necessary additional funding. Furthermore, the roads identified in blue as MSAS routes serve a greater function than the other Baldwin Township roadways. MSAS funding is specifically intended for use on these types of roadways, which have a higher mobility function and higher traffic volumes.

The “Needs” is a calculation that is defined as “the estimated cost of constructing and maintaining over a period of 25 years the municipal state-aid street system in such city.” To avoid variances in calculations from city to city, the “Needs” for each roadway in each city are based on the Average Daily Traffic (ADT). At this point in time, Baldwin has not solicited current traffic counts of its existing roads. However, it is estimated that most of the MSAS roads will fall into the 500-1999 ADT range. Therefore, the MnDOT accepted quantities for the 500-1999 ADT range have been utilized in estimating the “Needs” portion of the MSA allotment, as shown in Figure 2 on the next page.

MSAS URBAN ADT GROUPS FOR NEEDS PURPOSES
Quantities Based on a One Mile Section

EXISTING ADT	NEEDS WIDTH	NEEDS GENERATION DATA	GRADING DEPTH (inches)	GRADING QUANTITY (cubic yards)	CLASS 5 GRAVEL BASE DEPTH (inches)	CLASS 5 GRAVEL BASE QUANTITY (Tons)	TOTAL BITUMINOUS QUANTITY (TONS)
0 EXISTING ADT & NON EXISTING	26 FOOT ROADBED WIDTH	2- 11' TRAFFIC LANES 0 PARKING LANES 2- 2' CURB REACTION	22 INCHES	11,655	6 INCHES	4,346	2,917 4 INCHES
1-499 EXISTING ADT	28' FOOT ROADBED WIDTH	2- 12' TRAFFIC LANES 0 PARKING LANES 2- 2' CURB REACTION	22 INCHES	12,496	6 INCHES	4,691	3,182 4 INCHES
500-1999 EXISTING ADT	34 FOOT ROADBED WIDTH	2- 12' TRAFFIC LANES 1- 8' PARKING LANE 1- 2' CURB REACTION	26 INCHES	17,698	10 INCHES	10,176	3,978 4 INCHES
2000-4999 EXISTING ADT	40 FOOT ROADBED WIDTH	2-12' TRAFFIC LANES 2- 8' PARKING LANE	32 INCHES	25,188	16 INCHES	19,628	4,773 4 INCHES
5000-8999 EXISTING ADT	48 FOOT ROADBED WIDTH	4-11' TRAFFIC LANES 2- 2' CURB REACTION	35 INCHES	32,795	19 INCHES	27,907	5,834 4 INCHES
9000-13,999 EXISTING ADT	54 FOOT ROADBED WIDTH	4-11' TRAFFIC LANES 1- 8' PARKING LANE 1- 2' CURB REACTION	36 INCHES	37,918	19 INCHES	31,460	8,287 5 INCHES
14,000-24,999 EXISTING ADT	62 FOOT ROADBED WIDTH	4-11' TRAFFIC LANES 1- 14' CENTER TURN 2- 2' CURB REACTION	38 INCHES	45,838	20 INCHES	38,049	11,535 6 INCHES
GT 25,000 EXISTING ADT	70 FOOT ROADBED WIDTH	6-11' TRAFFIC LANES 0 PARKING LANES 2- 2' CURB REACTION	39 INCHES	53,172	21 INCHES	44,776	13,126 6 INCHES

*Figure 2. Accepted Municipal State Aid "Needs" Quantities
Source: January 2023 Municipal State Aid Street Apportionment Data*

It is estimated that \$107,584,512 of “Money Needs” of MSAS funding will be available to Municipal State Aid eligible cities in 2023. The available money is pro-rated to each City based on their individual “Needs” divided by the total needs. According to the *Municipal State Aid Street Apportionment Data*, dated January 2023, it is estimated that each City’s “Needs” apportionment will be based on \$10.54 per \$1,000 in “Needs.”

ITEM DESCRIPTION	LENGTH (MI)	QUANTITY / MILE	EXTENDED QUANTITY	UNIT PRICE	EXTENSION
AGGREGATE BASE (TONS)	16.5	10,176	167,904	\$19.33	\$ 3,245,584.32
BITUMINOUS (TONS)	16.5	3,978	65,637	\$77.33	\$ 5,075,709.21
EXCAVATION (CY)	16.5	17,698	292,017	\$11.43	\$ 3,337,754.31
STORM SEWER (COST/MI)	16.5	1	16.5	\$214,500.00	\$ 3,539,250.00
SIDEWALK (SF)	16.5	52,800	871,200	\$7.78	\$ 6,777,936.00
STREET LIGHTING (COST/MI)	16.5	1	16.5	\$100,000.00	\$ 1,650,000.00
CURB AND GUTTER (LF)	16.5	10,560	174,240	\$21.48	\$ 3,742,675.20
CULVERT STRUCTURES (SF)	NA	1,000	1,000	\$98.58	\$ 98,580.00
SUB-TOTAL					\$ 27,467,489.04
ENGINEERING COST (22%)					\$ 6,042,847.59
TOTAL ESTIMATED "NEEDS"					\$ 33,510,336.63

Figure 3. Baldwin Preliminary Needs Calculation

A preliminary estimate of the “Needs” for Baldwin have been determined as shown in Figure 3.

Therefore, the total “Needs” apportionment for the City of Baldwin can be estimated as follows:

$$\$10.54 \text{ (per } \$1,000 \text{ in "Needs")} \times \$33,510 = \$353,195$$

The total MSAS funding is calculated as follows:

Estimated Population Apportionment	\$183,752
Estimated “Needs” Apportionment	\$353,195
Total Estimated MSAS Funding	\$536,947

As shown above, the total estimated MSAS funding that Baldwin would receive as a MSA eligible City for 2023 is \$536,947. Of the total allocation, up to 25% of the funding may be utilized for maintenance. Therefore, \$134,237 will be available for maintenance of existing roads and the remaining allocation can be utilized for construction and re-construction of MSAS routes. As the City grows, its MSAS population allocation and “Needs” allocation will also increase to meet the additional demand.

3.0 STORMWATER SYSTEM

Baldwin Township is located within the Sherburne County Watershed and is subject to the 2018-2028 Sherburne Local Water Management Plan. In 1985, the State of Minnesota passed Minn. Stat. § 103B.301–103B.335, referred to as the Comprehensive Local Water Management Act. This act encourages counties to work with local and state agencies to develop and implement water management plans for their region. The current plan is the sixth-generation local water management plan, and it identifies the goals of the watershed, performs an assessment of issues, determines priority concerns, and contains an implementation plan.

A portion of Baldwin Township is within the Rum River Watershed (HUC 07010207) and the remaining is within the Mississippi River-St. Cloud Watershed (HUC 07010203). The stormwater drainage system has been identified and is graphically depicted below on Figure 4.

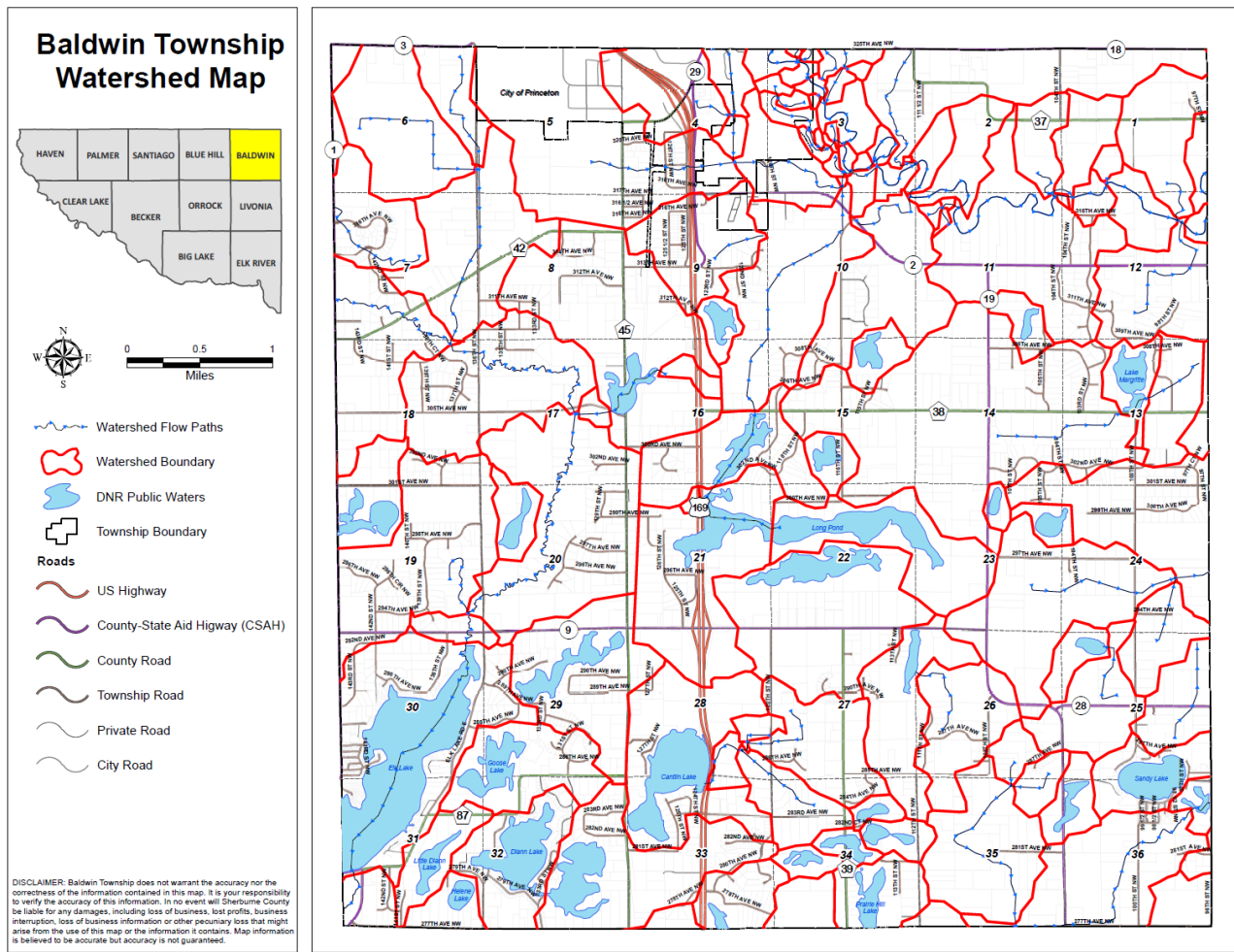


Figure 4. Hydrologic Drainage Boundaries

The stormwater in Baldwin Township is primarily managed with open ditches and roadway culverts. Stormwater ponds provide water quality treatment, rate control, and flood protection before being discharged into the natural drainage system. The Town, through its zoning ordinances, requires all new developments to control surface or stormwater runoff to equal to or less than predevelopment conditions.

4.0 SANITARY SEWER AND WATER SUPPLY

4.1 General

The properties in Baldwin Township primarily utilize individual Subsurface Sewage Treatment Systems (SSTS) and private wells for sanitary sewer and water supply. The soils are Zimmerman Sand, Isanti Sandy Loam, Lino Loamy Fine Sand, and Elk River Sand, which are generally very conducive to septic systems.

A significant portion of the existing properties are on lots that are 2.5 acres or larger, so there are back up sites in the event the primary system fails at some point in the future. Individual Subsurface Sewage Treatment Systems (SSTS) are regulated under Minn. Rules 7080.

Most of the properties in Baldwin Township obtain their drinking water from private wells. Wells are regulated by the Minnesota Department of Natural Resources and the Minnesota Department of Health.

There are six subdivisions within Baldwin Township that are served with Community Sewage Treatment Systems (CSTS). Five of the systems are privately operated by the Homeowner's Association and one of the systems (Frontier Trails) is operated by Baldwin Township.

4.2 Frontier Trails Subdivision

There is one subdivision named Frontier Trails in Baldwin Township that is part of a Subordinate Service District managed by the Township. The subdivision was originally approved under Sherburne County planning and zoning in 2000. The system experienced concerns with the sanitary sewer treatment, and in 2014 Baldwin Township received a petition requesting wastewater services and to consider the creation of a Subordinate Service District. The Town determined that it was in the best interest of the property owners to create the Subordinate Service District, which was established in 2015 and allows the Township to pass all costs of improvements to the CSTS and the operational costs of the CSTS directly to the property owners who are served by the CSTS. In 2016, an improvement project was completed, and the Township began operating the system. The Township expects to continue operating this system for the foreseeable future.

5.0 FEASIBILITY OF CONNECTING EXISTING LOTS TO URBAN SERVICES

5.1 Existing Subdivision Map and Barriers Map

Figure 5 below depicts existing lots which have been subdivided (highlighted in yellow) that are within the City of Princeton sewer service area. The existing subdivision(s) act as a barrier for the surrounding areas to develop with urban services as it is too expensive to extend sanitary sewer and water mains through the existing subdivisions. Additionally, there are natural features such as wetlands and floodplain which serve as additional barriers for urban development.

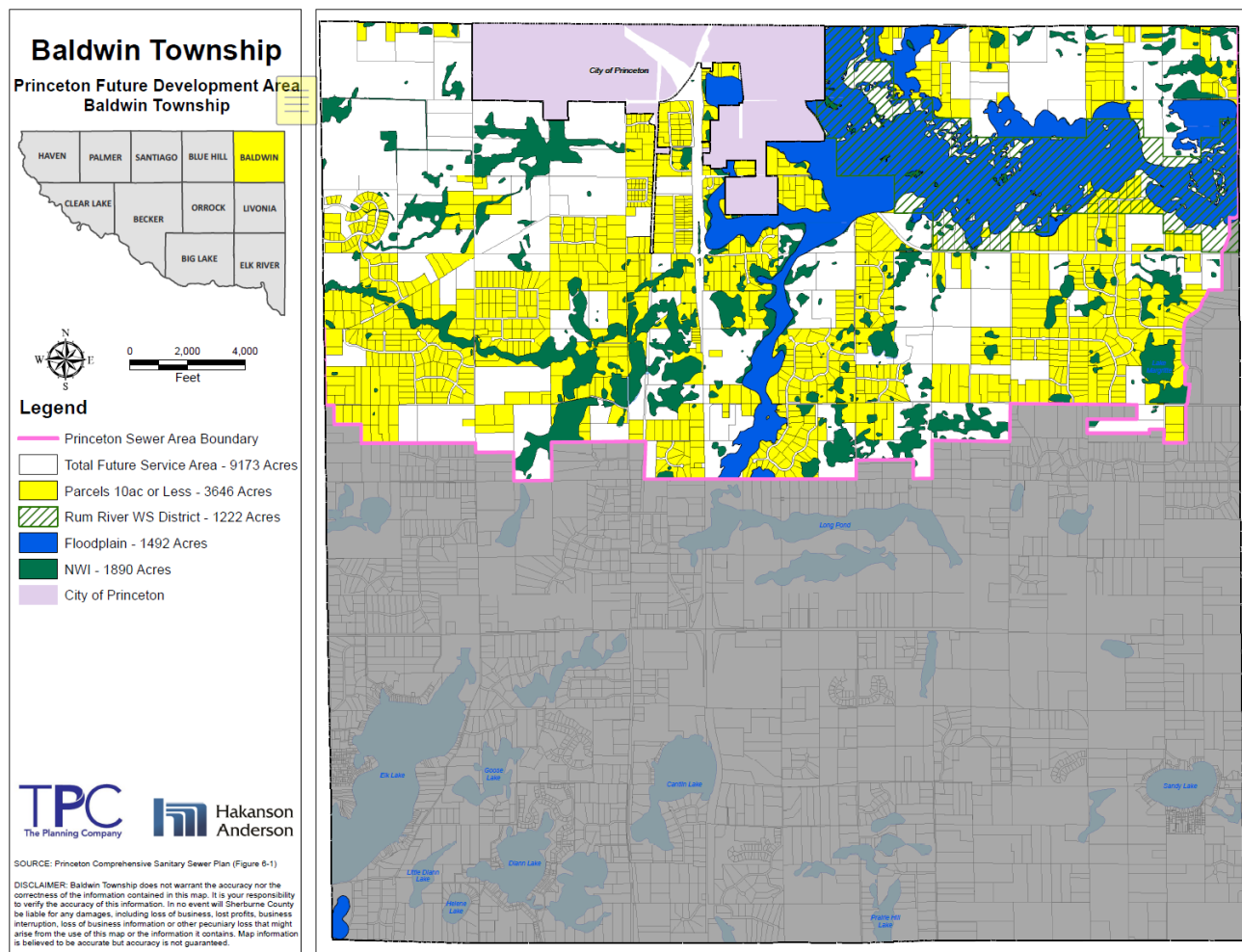


Figure 5. Existing Subdivision and Barriers Map

5.2 City of Princeton's Ability to Serve Baldwin Township

We have reviewed the City of Princeton's Comprehensive Sanitary Sewer System Plan, dated December 17, 2020, prepared by WSB. The report includes an inventory of the City's existing sanitary sewer facilities, an evaluation of existing facilities, exhibits for proposed future sewer

service areas, schematic layouts for proposed sanitary sewer system improvements, and cost estimates for the proposed improvements.

5.2.1 City of Princeton Wastewater Treatment Plant Capacity

As summarized in the comprehensive plan report, the Existing Sewer Wastewater Flows are an average of 0.390 Million Gallons per Day (MGD). **The design average flow (capacity) of the existing wastewater treatment facility is 1.635 MGD, therefore the plant is operating at approximately 31% of its capacity.**

5.2.2 City of Princeton Proposed Future Service Areas

The future sewer service areas labeled “West,” “Northwest,” “North,” and “Northeast” are primarily within Princeton Township and extend into Greenbush Township where there are larger agricultural properties that can more easily be converted into urban development.

The future sewer service area labeled “East” is partially within Princeton Township and partially within Baldwin Township.

The future sewer service areas labeled “Southeast” and “Southwest” are located within Baldwin Township and extend into Blue Hill Township.

5.2.3 City of Princeton Cost Estimates for Improvements to Serve Proposed Future Service Areas

The improvements associated with the sanitary sewer system plan Phase 1 and Phase 2 are primarily within the City of Princeton and in the future sewer service areas labeled “West,” “Northwest,” “North,” and “Northeast” (which are primarily within Princeton Township and also extends into Greenbush Township).

Per the study, the necessary improvements for Phase 1 and Phase 2 include lift station upgrades, new lift stations, and trunk sanitary sewer lines. **An expansion of the wastewater treatment plant is not necessary to serve the agricultural properties with sewer in Phase 1 and Phase 2, which is primarily within Princeton Township and extends into Greenbush Township.**

The cost estimates as presented in the City’s report are as follows:

Phase	Estimated Cost
1	\$3,295,000
2	\$7,715,000
Sub-Total (Phase 1 & 2)	\$11,010,000

As shown above, the required new public investment is \$11,010,000 to serve the future sewer service areas labeled “West,” “Northwest,” “North,” and “Northeast” (which are primarily within Princeton Township and extends into Greenbush Township).

In contrast, a wastewater treatment facility expansion would be necessary to serve the properties within Baldwin Township. Phase 3, which has an estimated cost of \$52,652,000 will require an expansion of the wastewater treatment facility from its existing capacity of 1.635 MGD to a capacity of 7 MGD. Phase 3 is necessary to serve the “East” and “Southeast” future sewer districts which are within Baldwin Township (Southeast) and extend into Princeton Township (East).

Phase 4 requires yet another wastewater treatment facility expansion from 7 MGD to 15 MGD. The estimated cost of Phase 4 is \$52,221,000 and would be necessary to serve the “Southwest” future sewer district, which is predominantly within Baldwin Township and extends into Blue Hill Township.

The cost estimates as presented in the City’s report are as follows:

Phase	Estimated Cost
3	\$52,652,000
4	\$52,221,000
Sub-Total (Phase 3 & 4)	\$104,873,000

To summarize, a significant new public investment would be necessary to serve the properties in Baldwin Township, which correlates to Phase 3 and Phase 4 of the City of Princeton’s Comprehensive Sanitary Sewer Plan, with an estimated cost of \$104,873,000. As noted in Princeton’s Sewer Study, the existing wastewater treatment facility does not have adequate capacity to serve the properties within Baldwin Township. The new public investment of approximately \$105 million includes the costs for the wastewater treatment facility expansion and sanitary sewer trunk lines only and does not include the costs for the sanitary sewer laterals which will also be necessary to serve the individual properties.

5.2.4 Barriers to Providing Sanitary Sewer Service to Baldwin Township Properties

As depicted in Figure 5 on page 8, there are several barriers to providing sanitary sewer service to the properties within Baldwin Township. One of the barriers is that several of the “farms” have already been subdivided into large-lot residential properties (highlighted in yellow). The existing subdivisions act as barriers as it is not cost effective to extend urban utilities into existing large lot residential properties – see discussion below in Sections 5.4, 5.5, and 5.6.

A second barrier is the presence of natural wetlands and watercourses within Baldwin Township. As depicted in Figure 5, the National Wetland Inventory (NWI) maps approximately 1,890 acres of natural wetlands within the area proposed to be served with sanitary sewer in

Baldwin Township. Wetlands in Minnesota are protected by the Wetland Conservation Act, therefore, the proposed development would not be able to occur within the wetland areas.

A third barrier is the presence of floodplain as determined by the Federal Emergency Management Agency (FEMA). As depicted in Figure 5, approximately 1,490 acres of land is mapped as floodplain within the area proposed to be served with sanitary sewer in Baldwin Township. Land area within floodplain is subject to the risk of flooding, therefore, it would not be advisable to develop these areas into urban lots.

A fourth barrier is the presence of the Rum River Wild and Scenic overlay district. As shown in Figure 5, the land area that is within the Rum River Wild and Scenic Overlay district is approximately 1,220 acres. Land in the Rum River Wild and Scenic Overlay district must be developed as larger residential lots than land not encumbered by the overlay district. This results in lower density and greater costs to install urban services, which in turn discourages development of this property.

The remaining area that would be available for urban development is approximately 3,076 acres and is severed by the barriers as discussed above.

5.3 Municipal Water

The water supply for the City of Princeton is provided by Princeton Public Utilities. A Comprehensive Plan for Water Supply and Distribution was not available to us during the preparation of this report; however, it is assumed that a significant expansion of the water system would be necessary to serve the future Sanitary Sewer Service Areas as identified in the City of Princeton Comprehensive Sanitary Sewer Plan thereby requiring another significant public investment in infrastructure.

To provide domestic water to the properties within Baldwin Township, it would be necessary for the Princeton Public Utilities to construct additional wells, water storage tanks, water treatment facilities, and trunk distribution lines. **Although detailed cost estimates were not available, we would “ballpark” that a new public investment of \$30,000,000 to \$50,000,000 would be necessary to provide municipal water to serve the properties within Baldwin Township based on our experience in working with similar sized cities.**

5.4 Feasibility of Retrofitting Existing Large-Lot Residential Properties with Sanitary Sewer and Water

As stated above, a significant portion of the land area has already been subdivided into residential lots. Therefore, to determine if it is feasible to extend urban services into Baldwin, it is prudent to study the costs for retrofitting existing subdivisions with sanitary sewer and municipal water facilities.

When extending sanitary sewer and municipal water, it is necessary to access the sanitary sewer manholes and water gate valves to perform periodic maintenance and repairs. Sanitary sewer lines are cleaned on a regular schedule via a high-pressure water line (i.e. jetting) and

sludge and back ups are removed periodically via vacuum trucks. Sewer line jetter trucks and sewer manhole vacuum trucks are very heavy vehicles, typically weighing between 40,000-60,000 pounds for truck mounted units. Since the trucks that are used to access the sanitary sewer manholes are much heavier than typical “unsupported” dirt can withstand, it is common practice for sanitary lines and water lines to be located directly under the street to make them accessible for future maintenance.

It is also common practice to construct concrete curb and gutter simultaneous with retrofitting a subdivision with sanitary sewer and water. Figure 6 illustrates the reason that curb and gutter is generally simultaneously constructed with urban services. Generally, the existing roads in rural areas have ditches of approximately 2-3 feet deep. Because of the cold climates in Minnesota, the typical “cover” over the sanitary sewer pipes and watermains to prevent freezing is 7.5 feet. Therefore, the sewer and watermain must have approximately 3 feet of extra depth in a rural setting to provide the same frost protection as opposed to an urban section.

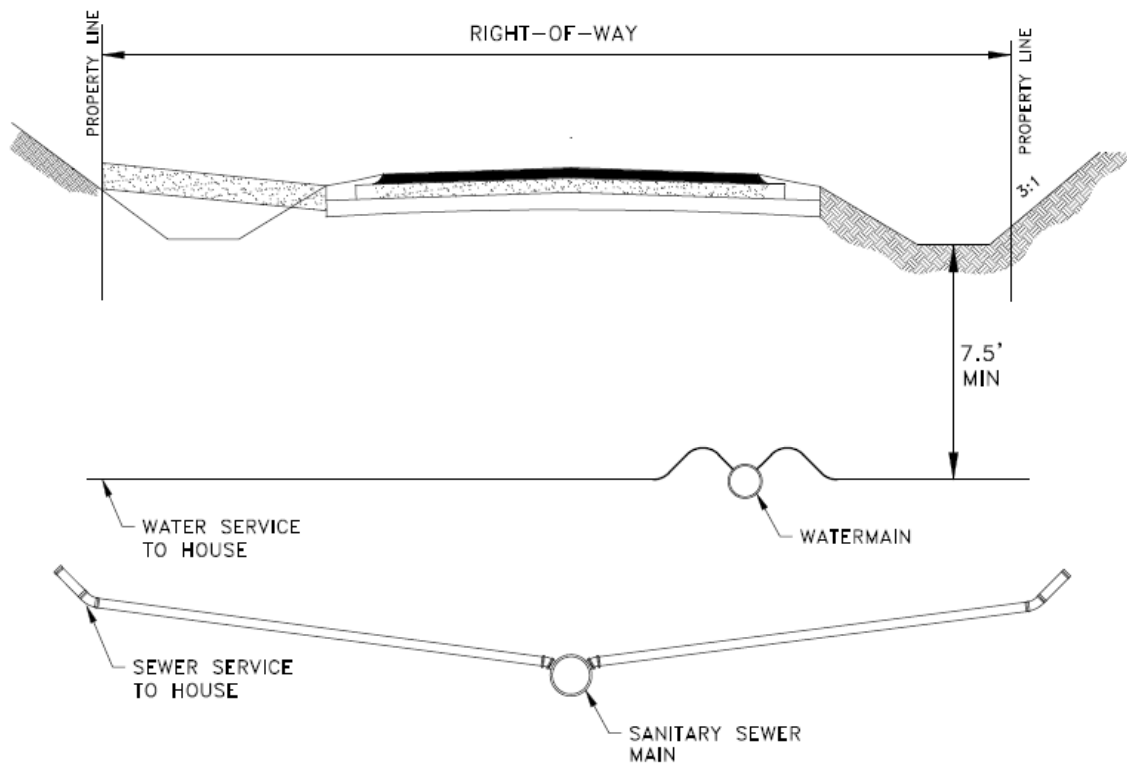


Figure 6. Typical Location of Sanitary Sewer and Watermain – Rural Section

Installing utilities with the extra depth as necessary to prevent freezing in rural sections significantly increases the costs of the utilities. It is not only necessary to install the laterals at extra depth, but also the sanitary sewer lift stations, valves, and other appurtenances.

Because of the significant additional costs that are incurred with the extra depth, most road agencies choose to construct the sanitary sewer and watermain at the minimum depth

required by utilizing an urban section. When retrofitting existing neighborhoods with sanitary sewer and water, the ditch is often filled in and concrete curb and gutter is constructed to convey the stormwater runoff.

Figure 7 depicts the location of the sanitary sewer and watermains as they relate to the road surface of an urban section roadway. As shown, it is not necessary to install the utilities with extra depth to prevent freezing as the ditch is filled in.

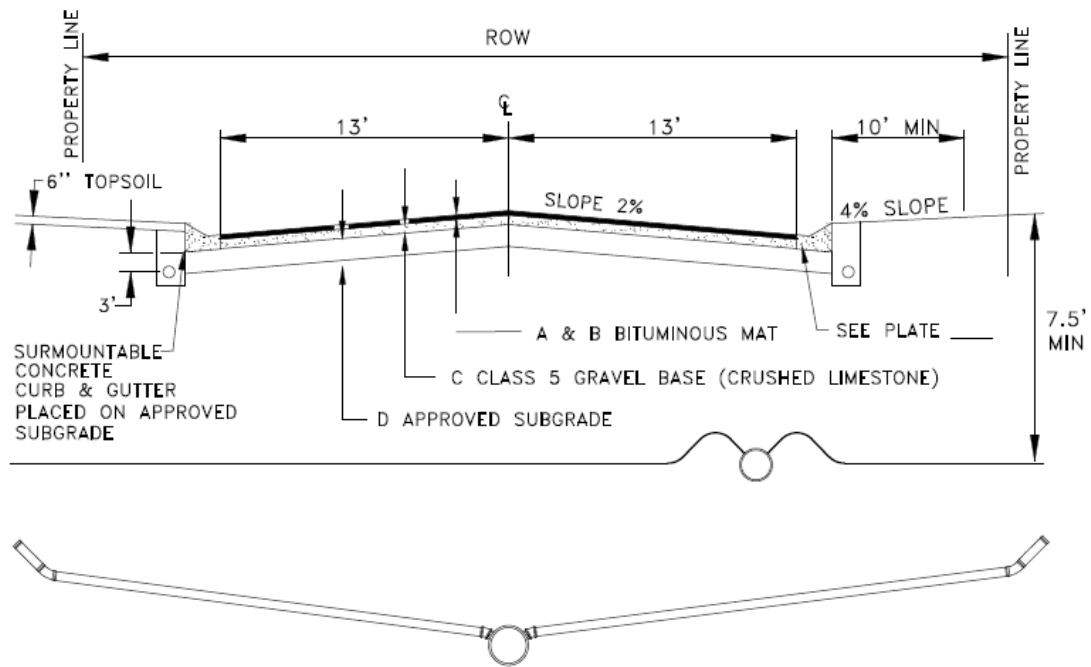


Figure 7. Typical Location of Utilities with Urban Section

5.5 Analysis of Sample Subdivision Costs to Retrofit with Urban Services

To estimate the cost of retrofitting an existing subdivision with sanitary sewer and water, we performed an analysis of an actual existing large-lot subdivision in Baldwin Township, known as Kingsmon Addition. An exhibit depicting the subdivision is included below as Figure 8.

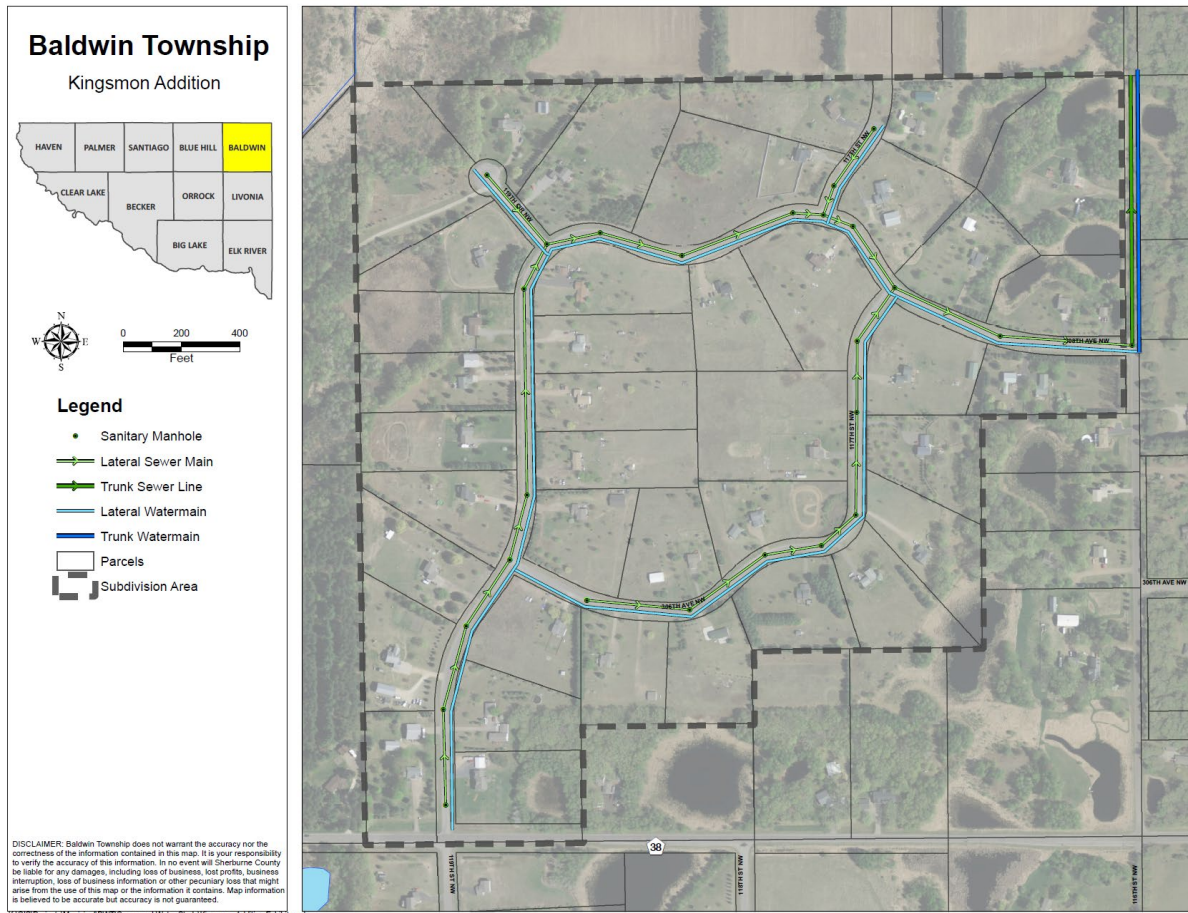


Figure 8. Kingsmon Addition Map

Our analysis consisted of estimating actual units of work that would be necessary to retrofit the Kingsmon Addition. The estimated units of work (quantities) are multiplied by the estimated unit price, which has been determined based on other projects of similar scope. The total estimated project cost for retrofitting the Kingsmon Addition with urban services is presented below in Figure 9.

ITEM NO.	Mn/DOT SPEC. NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 50,000.00	\$ 50,000.00
2	2101.502	CLEARING AND GRUBBING	LUMP SUM	1	\$ 10,000.00	\$ 10,000.00
3	2104.503	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LIN FT	800	\$ 5.00	\$ 4,000.00
4	2105.609	GRANULAR BORROW	CU YD	5000	\$ 10.00	\$ 50,000.00
5	2106.507	SALVAGE TOPSOIL (P)	CU YD	3,500	\$ 2.50	\$ 8,750.00
6	2106.507	EXCAVATION - COMMON (P)	CU YD	6,500	\$ 3.00	\$ 19,500.00
7	2106.601	DEWATERING	LUMP SUM	1	\$ 80,063.00	\$ 80,063.00
8	2112.519	SUBGRADE PREPARATION	ROAD STATION	73	\$ 600.00	\$ 43,500.00
9	2211.509	AGGREGATE BASE CLASS 5	TON	5,000	\$ 18.00	\$ 90,000.00
10	2215.504	FULL DEPTH RECLAMATION	SQ YD	19,000	\$ 1.50	\$ 28,500.00
11	2215.502	HAUL FULL DEPTH RECLAMATION	CU YD	3,100	\$ 11.00	\$ 34,100.00
12	2232.504	MILL BITUMINOUS SURFACE (1.5")	SQ YD	50	\$ 37.00	\$ 1,850.00
13	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLONS	1,000	\$ 4.00	\$ 4,000.00
14	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2;C) 2.5" THICK	SQ YD	1,000	\$ 17.30	\$ 17,300.00
15	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2;C)	TON	1900	\$ 90.00	\$ 171,000.00
16	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2;C)	TON	2500	\$ 85.00	\$ 212,500.00
17	2501.502	12" RC PIPE APRON	EACH	1	\$ 1,800.00	\$ 1,800.00
18	2501.502	18" RC PIPE APRON	EACH	1	\$ 1,900.00	\$ 1,900.00
19	2503.503	8" PVC PIPE SEWER SDR 35	LIN FT	7,000	\$ 52.00	\$ 364,000.00
20	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	200	\$ 60.00	\$ 12,000.00
21	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	3,000	\$ 76.00	\$ 228,000.00
22	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	1	\$ 4,600.00	\$ 4,600.00
23	2503.602	8"X4" PVC WYE SDR 26	EACH	38	\$ 600.00	\$ 22,800.00
24	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER	LIN FT	7,200	\$ 1.60	\$ 11,520.00
25	2503.603	4" PVC SANITARY SERVICE PIPE SDR 26	LIN FT	1,200	\$ 22.00	\$ 26,400.00
26	2504.602	CONNECT TO EXISTING WATERMAIN	EACH	1	\$ 2,700.00	\$ 2,700.00
27	2504.602	HYDRANT	EACH	15	\$ 6,000.00	\$ 90,000.00
28	2504.602	1" CORPORATION STOP	EACH	38	\$ 300.00	\$ 11,400.00
29	2504.602	6" GATE VALVE AND BOX	EACH	15	\$ 2,300.00	\$ 34,500.00
30	2504.602	8" GATE VALVE AND BOX	EACH	10	\$ 3,400.00	\$ 34,000.00

31	2504.602	1" CURB STOP AND BOX	EACH	38	\$ 500.00	\$ 19,000.00
32	2504.603	HYDRANT RISER	LIN FT	5	\$ 1,300.00	\$ 6,500.00
33	2504.603	1" TYPE K PIPE	LIN FT	1,200	\$ 23.00	\$ 27,600.00
34	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	300	\$ 60.00	\$ 18,000.00
35	2504.603	8" WATERMAIN DUCTILE IRON CL 52	LIN FT	7,200	\$ 65.00	\$ 468,000.00
36	2504.604	4" POLYSTYRENE INSULATION	SQ YD	24	\$ 38.00	\$ 912.00
37	2504.608	DUCTILE IRON FITTINGS	POUND	2,500	\$ 12.00	\$ 30,000.00
38	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2 X 3	EACH	5	\$ 2,700.00	\$ 13,500.00
39	2506.502	CASTING ASSEMBLY	EACH	15	\$ 475.00	\$ 7,125.00
40	2506.503	CONSTRUCT SANITARY STRUCTURE DESIGN 4007	LIN FT	5	\$ 550.00	\$ 2,750.00
41	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 27 DESIGN H	EACH	5	\$ 2,100.00	\$ 10,500.00
42	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	40.0	\$ 825.00	\$ 33,000.00
43	2506.503	BASIN 1 OUTLET STRUCTURE AND HAALA GRATE	EACH	1	\$ 5,660.00	\$ 5,660.00
44	2511.507	RANDOM RIPRAP CLASS IV - GRANITE	CU YD	20	\$ 101.00	\$ 2,020.00
45	2531.503	CONCRETE CURB AND GUTTER SURMOUNTABLE	LIN FT	14,500	\$ 14.00	\$ 203,000.00
46	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00
47	2564.502	SIGN TYPE C	SQ FT	12.5	\$ 100.00	\$ 1,250.00
48	2564.502	SIGN TYPE D	SQ FT	30	\$ 80.00	\$ 2,400.00
49	2564.502	TYPE 3 BARRICADE	EACH	2	\$ 450.00	\$ 900.00
50	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$ 3,500.00	\$ 3,500.00
51	2573.502	STORM DRAIN INLET PROTECTION	EACH	15	\$ 300.00	\$ 4,500.00
52	2573.503	SILT FENCE; TYPE MS	LIN FT	5,000	\$ 1.80	\$ 9,000.00
53	2574.507	COMMON TOPSOIL BORROW(LV)	CU YD	3,500	\$ 40.00	\$ 140,000.00
54	2574.508	FERTILIZER TYPE 1	POUND	2,800	\$ 0.75	\$ 2,100.00
55	2575.505	SEEDING	ACRE	7.0	\$ 200.00	\$ 1,400.00
56	2575.508	SEED, MIXTURE 25-121	POUND	1,600	\$ 6.00	\$ 9,600.00
57	2575.508	HYDRAULIC BONDED FIBER MATRIX	POUND	24,500	\$ 1.80	\$ 44,100.00

TOTAL ESTIMATED CONSTRUCTION COST	\$ 2,742,000.00
ENGINEERING, TESTING AND ADMINISTRATIVE COSTS	\$ 670,000.00
FINANCING COSTS	\$ 27,000.00
TOTAL ESTIMATED PROJECT COSTS	\$ 3,439,000.00

Figure 9. Analysis of Sanitary Sewer and Water Retrofit Costs for Kingsmon Addition

The costs presented above only represent the local cost of retrofitting the Kingsmon Addition with sanitary sewer and water.

This subdivision contained the following attributes:

Length of Road	7,300 LF
Number of Lots Served	38

Therefore, if each property were to pay an equal share of the project, it would result in a cost of \$90,500 per property (\$3,439,000 / 38 lots) for the project-specific costs.

The costs presented above only represent the lateral costs for sanitary sewer and water. However, if a municipality wishes to serve its residents with sanitary sewer, they must also construct wastewater treatment plant(s), larger diameter sanitary sewer trunk lines, and sanitary sewer lift stations. Typically, these investments are recaptured by a Sewer Access Charge and a Sewer Trunk Line Fee.

Similarly, in order to provide residents with municipal water supply, the municipality must also provide Water Treatment Plants, Elevated Water Storage Tanks, and larger diameter trunk watermains. These investments are typically recaptured by a Water Access Charge and a Water Trunk Line Fee.

There are 1,045 existing vacant properties in Baldwin Township within the future Sanitary Sewer area that are 10 acres or less, of which 909 are developed with single family homes. Therefore, the minimum cost of retrofitting these existing properties can be estimated by multiplying the number of properties by the per property cost of \$90,500 as calculated above:

$$909 \text{ properties} \times \$90,500 \text{ per property} = \$82,264,500$$

As shown above, it is estimated that it will cost \$82,264,500 to retrofit the existing large lots with urban services. This cost is in addition to the \$104,873,000 public investment that would be necessary to provide sanitary sewer availability and in addition to the public investment “ball parked” at \$30,000,000 to \$50,000,000 that would be necessary to provide water availability.

While these figures represent estimates that will need to be spent by the City of Princeton to install sanitary sewer and water services to the large residential lots in the sewer study area of Baldwin Township, there are also significant costs that will be incurred by each homeowner in the form of trunk fees, Sewer Access Charges (SAC) and Water Access Charges (WAC), decommissioning costs and costs to connect each house (the internal plumbing) to the City’s sanitary sewer and water system. The table below summarizes the estimated costs to connect existing large-lot properties to sewer and water based on the size of the parcels, estimated construction costs, and fees charged by the City of Princeton.

ITEM DESCRIPTION	PARCEL SIZE			
	2.5 ACRE	5 ACRE	10 ACRE	20 ACRE
SEWER AND WATER LATERAL ASSESSMENT	\$90,500	\$90,500	\$90,500	\$90,500
SEWER TRUNK FEE (\$5105 PER ACRE)	\$12,763	\$25,525	\$51,050	\$102,100
WATER TRUNK FEE (\$3187 PER ACRE)	\$7,968	\$15,935	\$31,870	\$63,740
SEWER AVAILABILITY CHARGE (SAC)	\$8,400	\$8,400	\$8,400	\$8,400
WATER AVAILABILITY CHARGE (WAC)	\$2,000	\$2,000	\$2,000	\$2,000
SEPTIC AND WELL DECOMMISSIONING	\$2,500	\$2,500	\$2,500	\$2,500
SEWER AND WATER CONNECTION TO HOUSE	\$13,000	\$13,000	\$13,000	\$13,000
TOTAL COST TO HOMEOWNER	\$137,130	\$157,860	\$199,320	\$282,240

Figure 10. Total Estimated Cost to Connect Existing Large-Lot Properties to Sewer and Water

Based on these calculations, the total cost (on the low end) to install City sewer and water lines and connect them to the existing homes will be \$137,130 for each residential property.

5.6 Feasibility of Redeveloping Existing Residential Neighborhoods

As stated above, the existing large-lot residential development acts as a barrier to serving a significant land area within Baldwin Township with sanitary sewer. To further illustrate this point, we have prepared a hypothetical “Concept” Plan of an actual existing residential development in Baldwin Township (see Figure 10).

The existing residential development consists of twenty (20) residential lots with a minimum lot size of two and a half (2.5) acres. To meet a density that is close to the 3.5 units/acre as per the City of Princeton’s Comprehensive Sanitary Sewer System Plan, new roads would be required. See this illustrated in the Concept Plan below.

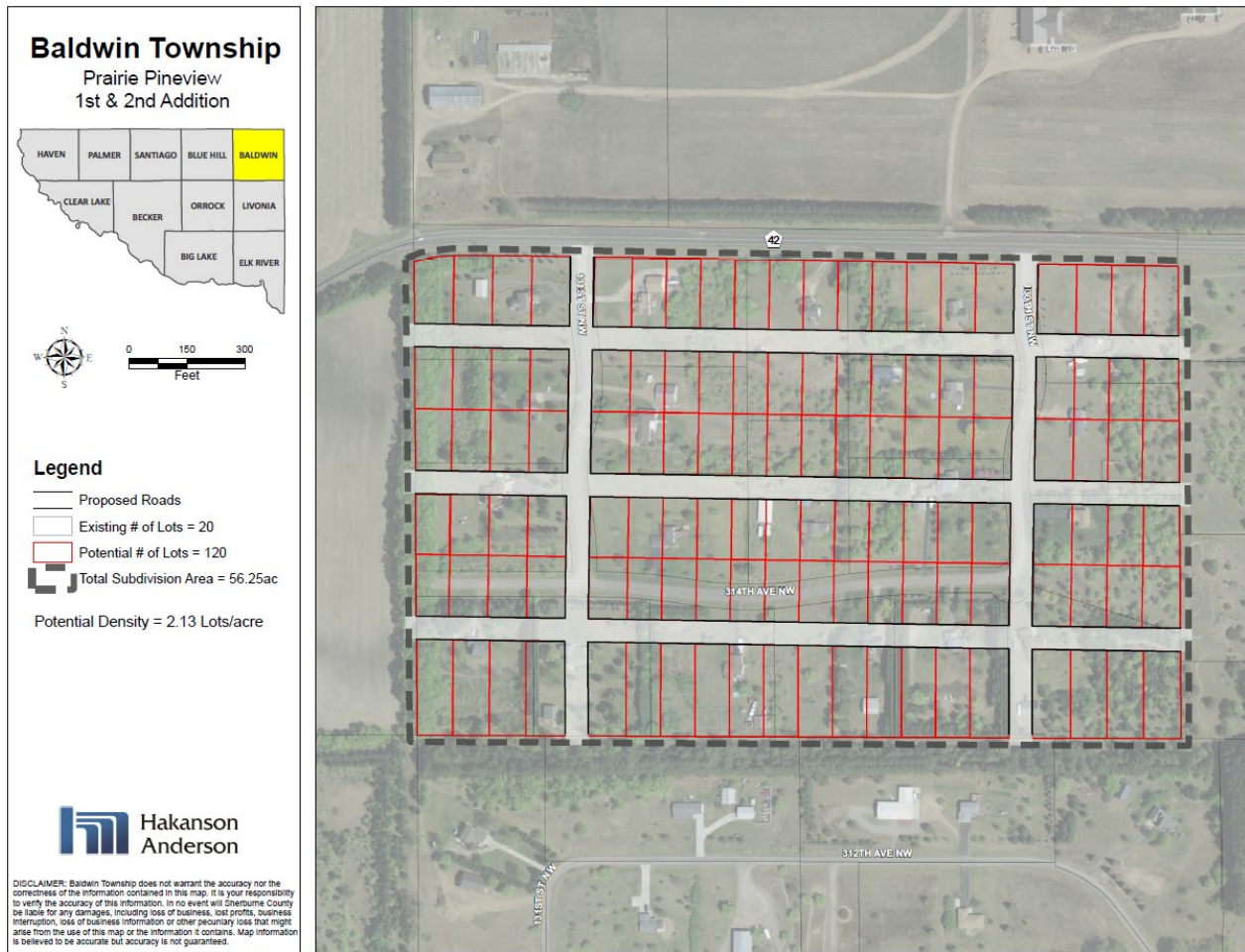


Figure 11. Concept Plan – Potential Redevelopment of Actual Subdivision

The Concept Plan above illustrates a potential redevelopment which would meet the City of Princeton’s zoning requirements for the R-1 zoning district, including 80 feet minimum lot width (measured at the building setback line) and 12,500 square feet minimum lot size.

This type of redevelopment is not likely to occur as there are several practical difficulties. First, to achieve the desired continuity of the roads and development patterns, all of the existing property owners would be required to cooperate simultaneously and agree to subdivide their properties and/or demolish their homes at the same time. It is unlikely that all or even a few property owners would be agreeable to redeveloping their properties at the same time.

Secondly, most of the existing houses and accessory structures would have to be demolished to achieve the development pattern as shown in the Concept Plan above, which would be necessary to achieve the assumptions of the City of Princeton Comprehensive Sanitary Sewer System Plan. The houses and accessory structures in this subdivision are representative of typical houses in Baldwin Township and have significant value as compared to undeveloped land.

To further analyze the economic barriers of redevelopment, the value of a “typical developed lot” in this subdivision can be compared to nearby undeveloped farmland. The property located at 31419 131st Street NW (PID 01-00441-0115) is assessed at a value of \$561,000, according to Sherburne County records. If sewer and water is made available to this property, the homeowner would incur \$137,130 in assessments, connection costs, decommissioning costs, and City related fees (see Figure 9). However, to achieve the development patterns as presented above, additional costs would be incurred to demolish the existing house and accessory structure to return this parcel to vacant land. Therefore, adding the costs for demolishing the house and structures at an estimated \$50,000 to return this parcel to vacant land brings the total cost of this parcel to \$748,130. This parcel has a total size of 2.5 acres, which correlates to a cost of \$299,252 per acre.

In contrast, the land just to the west of this subdivision (PID 01-00008-2405) is assessed at a value of \$4,950 per acre, according to Sherburne County records. It is unlikely that a Developer will pay \$299,252 per acre to redevelop this parcel into urban lots when land with similar characteristics in the same general vicinity has a value of just \$4,950 per acre.

If the redevelopment of the existing subdivisions is not economically feasible, it is not likely that it will ever occur. This creates a significant concern as the City of Princeton would have made a significant financial investment that is relying on redevelopment that may never occur. If the redevelopment never occurs, the City of Princeton may not have the ability to repay the bonds for the significant public investment that was made.

Similarly, if it is not economically feasible to redevelop the existing parcels into urban lots, the City may not be able to special assess these properties for the \$90,500 cost of installing the sewer and water in the streets, as cities can only assess the amount that the property benefits from the improvements. Therefore, it may be necessary for the City to pay for a significant portion of the costs associated with retrofitting the existing large-lot residential properties with sanitary sewer and municipal water.

5.7 Other Considerations

As discussed within the City of Princeton’s Comprehensive Sanitary Sewer Plan, the City of Princeton has 64,445 feet of Vitrified Clay Pipe (VCP), 83% of which was installed prior to 1970 and is over 50 years old.

Vitrified Clay Pipe (VCP) is an inferior product as compared to Polyvinyl Chloride (PVC) pipe and is more susceptible to tree root intrusion, leaking, and degradation than PVC pipe and makes up nearly 50% of Princeton’s total sewer mains. This amount of VCP will require a significant and sustained investment commencing in the near term and likely continuing for decades. While Princeton’s Comprehensive Sanitary Sewer Plan inventories these sewer mains, it does not attempt to quantify the cost of the replacement of these lines, nor does it provide a phasing plan for when such replacement will begin. The enormous cost of replacing 12 miles of VCP mains will compete with and likely hinder the extension of new sewer area expansions and new

sewer mains identified in the various phases of the Comprehensive Sanitary Sewer Plan. This aging infrastructure should be considered for systematic replacement and/or rehabilitation.

6.0 CAPITAL IMPROVEMENT PLAN

The purpose of Baldwin's Capital Improvement Program (CIP) is to identify, prioritize, and address community needs through careful long-term planning and balanced public investment in preserving the community's infrastructure.

On an annual basis, the Capital Improvement Plan for the next 5-year period is reviewed, analyzed, revised, and adopted. Capital Improvement projects are then systematically advanced. The project advancement process allows Baldwin and the public to stay well informed of project scope, estimated costs, funding sources, desired outcomes, and evolving circumstances.

In the current form of government, the Town Board proposes a tax levy of a certain amount to fund the Township's budget, including its long-term capital improvement plan, which is set by the Town Board. However, the Township is subject to interruptions in project delivery as the actual tax levy is determined by the electors at the annual meeting on the second Tuesday in March and not by the Town Board which sets the budget. It is not uncommon for less than 20 citizens to attend Baldwin Township's annual meeting. These 20 citizens essentially represent the entire population of Baldwin Township, currently consisting of 7,043 people. The electors who show up represent less than 0.3% of the Township's population. Since the amount of the Township's annual tax levy is set by the citizens who show up for the annual meeting, a small group of residents with a particular agenda could disrupt the long-term funding for the planned capital improvements by refusing to fund all or part of the proposed tax levy. This would negatively affect the health and safety of the remaining population if it resulted in needed improvements being delayed or cancelled due to a failure to continue funding the Township's long-term capital improvement plan.

Incorporation will unite the duty to set the budget with the duty to set the levy, both of which will rest with the elected City Council members, thereby eliminating the likelihood that the tax levy will not fully fund the approved capital improvement plan.

7.0 CONCLUSIONS

In a general sense, the basic issue of whether Baldwin Township should be incorporated revolves around the question of self-control and the ability to respond to the needs of the community's residents. The Township form of government, as granted by State statutes, has been appropriate for Baldwin Township in the past. A strong argument can be made, however, that Baldwin Township has survived beyond its reasonable expectations under its township status due only to its very effective management and responsiveness to its residents' needs. The continued urbanization of the Town under the township form of government jeopardizes the Town's ability to maintain the high-quality character which now typifies the community. Incorporation and the associated expanded statutory authority possessed by cities under

Minnesota law is viewed as critical at this point in time. It will allow the newly incorporated City to address existing and/or pending problems in their infancy, prior to crisis situations being created and encountered.

Unlike many townships, Baldwin Township has a long history of proactive planning and providing for the unique needs of the community. Incorporation is necessary to continue to maintain the Township's road system. Upon incorporation, the Township can access Municipal State Aid funds such that the roadway network of Baldwin can continue to be maintained and developed to support anticipated growth and development patterns. The current Township form of government is hindering the financing and development of the planned roadway network as well as the maintenance of its current road network. In its current Township form of government, the Township is annually foregoing approximately \$536,947 in Municipal State Aid Street (MSAS) road funding that it will receive as a City.

Baldwin Township operates a very specialized and complex sanitary sewer collection and treatment system. Annexation of Baldwin's sewer treatment and collection systems into adjacent cities would require operation of these systems by cities that lack expertise in managing these unique sewer systems.

Incorporation of Baldwin into a City will allow the City to continue the planning and implementation of necessary public improvement projects by allowing the City Council to set the tax levy at amounts appropriate to fund these infrastructure improvements. In contrast, under the Township form of government, a small group of residents attending the Annual Meeting could set the levy at an unsustainably low amount leaving the Town Board with insufficient funds to cover anticipated capital improvement expenses and to repay debt issued to finance past projects. Incorporation of Baldwin into a City is in the best interest of the residents as it will ensure a more stable tax levy and additional Municipal State Aid funds to allow for the construction of the planned road network. It will also allow for the ability to issue and adequately service debt to finance necessary road and infrastructure projects.

Finally, the extensive number of 2.5 acre lots that have been platted as subdivisions make it economically unfeasible to extend municipal sanitary sewer or water to these subdivisions, and by extension, to many of the undeveloped properties in Baldwin Township. This fact ensures that the residents of Baldwin Township will not benefit from the annexation of their properties to the City of Princeton. As the main service Princeton could otherwise offer Baldwin residents, municipal sanitary sewer and water service, will not effectively be available to their properties if annexation of these properties to the City of Princeton were to occur.

APPENDIX

Shane M. Nelson, P.E.

EDUCATION

Bachelor of Science Civil
Engineering
University of Minnesota

REGISTRATION

Licensed Professional Engineer
State of Minnesota

ORGANIZATIONS

City Engineer Association of
Minnesota

American Society of Civil
Engineers

SUMMARY

Mr. Shane Nelson, P.E., is a Vice President of the engineering consulting firm Hakanson Anderson. He has over 20 years of engineering experience working with municipal clients. Shane is currently the appointed City Engineer for the City of Credit River, the City Engineer for the City of Nowthen, and the Assistant City Engineer / Development Manager for the City of St. Francis. Shane also regularly consults to a number of additional municipalities.

EXPERIENCE

Shane has experience in the design and construction of Municipal State Aid, residential, and commercial streets; residential and commercial plan review; comprehensive utility planning; site design; sanitary sewer conveyance; sanitary sewer lift stations; watermains; MS4 storm water planning; Capital Improvement Planning; and roadway maintenance plans.

PROJECT EXAMPLES

CITY OF CREDIT RIVER – Shane has been serving as the Township/City Engineer of Credit River since 2008. The following highlights Shane’s Credit River experience:

- Directs engineering activities on infrastructure improvements
- Assist in planning, coordination, supervising and evaluating programs, plans, services, equipment and infrastructures
- Evaluates infrastructure needs and formulates short and long term plans for streets, water, sewer, storm sewer drainage and parks
- Prepare 2040 Comprehensive Plan
- Plat and construction plan review, hydrology review, development agreement assistance, and construction administration for developments
- Project manager for City projects. Manage projects, prepare pay estimates, prepare contract agreements.
- Prepare and maintain 5-year Capital Improvement and Maintenance Plan for Road Network. Make recommendations on maintenance activities to reduce overall Life Cycle Costs

CITY OF NOWTHEN – Shane has been serving as the City Engineer for the City of Nowthen since 2004. As the City Engineer, Mr. Nelson regularly completes the following tasks:

- Directs engineering activities on City infrastructure improvements
- Assists in planning, coordinating, supervising and evaluating programs, plans, and services, equipment and infrastructures
- Plat and construction plan review, hydrology review, development agreement assistance, and construction administration for City developments
- Prepare 2040 Comprehensive Plan
- Project manager for City projects. Manage projects, prepare pay estimates, prepare contract agreements.
- Capital Improvement Planning



Shane M. Nelson, P.E.

CITY OF ST. FRANCIS – Mr. Nelson is currently appointed as the Assistant City Engineer / Construction Manager for the City of St. Francis. Shane has been serving in this role since 2017 and his duties for the City of St. Francis includes:

- Conducts plat and construction plan review, hydrology review, development agreement assistance, and construction administration for City developments associated with platting new urban developments with municipal utilities
- Manages construction of municipal infrastructure projects and new subdivision construction consisting watermain, gravity sanitary sewer, sanitary sewer forcemain, sanitary sewer lift stations, and new bituminous roads

CITY OF ST. MICHAEL – Mr. Nelson regularly consults to the City of St. Michael and is responsible for the detailed design, preparation of construction plans, preparation of specifications, and construction management of the following:

- 2023 Street Reconstruction Project
- 2020 Street Reconstruction Project – Northeast Area
- 2020 Street Reconstruction Project – Southwest Area
- 2018 MSAS Street Rehabilitation Project
- Edgewood Drive

CITY OF ELK RIVER – Mr. Nelson regularly consults to the City of Elk River and is responsible for the detailed design, preparation of construction plans, preparation of specifications, and construction management of the following:

- Natures Edge Business Center 2nd Addition Project
- Twin Lakes Road and Yale Street Extension Planning Project
- Line Avenue Street Reconstruction Project
- 2017 Street Reconstruction Project

CITY OF RAMESY – Mr. Nelson served as the Interim City Engineer for the City of Ramsey from 2012 to 2013. Shane's duties for the City of Ramsey included:

- Managed the Engineering Division and all engineering related activities of the City
- Regularly collaborated with the other Department Heads to provide solutions to City infrastructure projects and City Development projects

CITY OF OTSEGO – Mr. Nelson served as the Assistant City Engineer / Construction Manager for the City of Otsego from 2000 to 2008. Shane's duties for the City of Otsego included:

- Conducted plat and construction plan review, hydrology review, development agreement assistance, and construction administration for City developments associated with platting of approximately 6,500 single family, multifamily, commercial and industrial lots
- Managed construction of municipal infrastructure projects and new subdivision construction consisting of approximately 50 miles of watermain, 42 miles of gravity sanitary sewer, 18 miles of sanitary sewer forcemain, 9 sanitary sewer lift stations, and 45 miles of new bituminous roads
- Prepared Storm Water Utility Rate Fee Study

EXHIBIT 2

Report Type
Appraisal Report

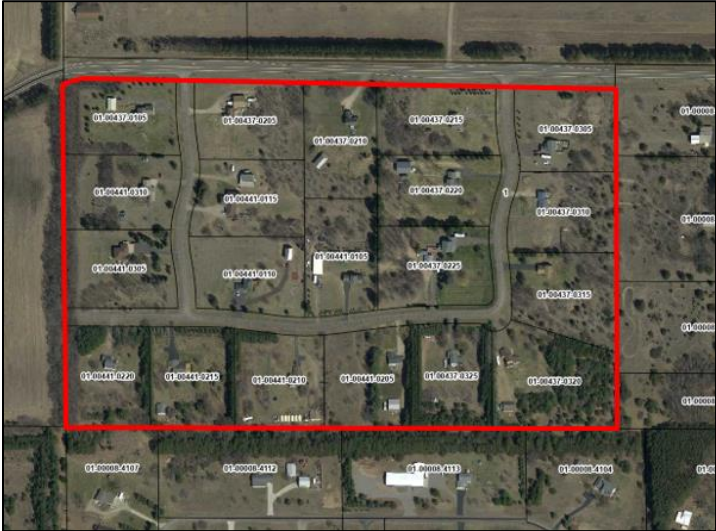
Effective Date
February 29, 2024

Client

Baldwin Township
Attn: Michael Couri, Attorney
705 Central Avenue,
St. Michael, MN 55376

Subject Neighborhood

Prairie Pineview & Prairie Pineview Second Addition
130th Street, 131st Street, and 314th Avenue
Baldwin Township, Sherburne County, MN 55371



File # V2402002 – Prairie Pineview & Prairie Pineview 2nd Addition

Prepared By:
Ethan Waytas, MAI, Appraiser
William R. Waytas, SRA, Appraiser

Nagell Appraisal Incorporated
12805 Highway 55, Suite 300
Plymouth, Minnesota 55441
Tel: 952.544.8966 | Fax: 952.544.8969

NAGELL APPRAISAL INCORPORATED

12805 Highway 55, #300

Plymouth, MN 55441

Established in 1968

Phone: 952-544-8966

Fax: 952-544-8969

Baldwin Township
Attn: Michael Couri, Attorney
705 Central Avenue,
St. Michael, MN 55376

February 29, 2024

To Michael Couri:

In accordance with your request, an **appraisal report** has been made on the following described neighborhood as it relates to a hypothetical street, water, and sanitary sewer project:

Subject Property: Prairie Pineview & Prairie Pineview Second Addition
130th Street, 131st Street, and 314th Avenue
Baldwin Township, Sherburne County, MN 55371

Described below is a summary of the appraisal report contained herein.

Assignment Overview

This assignment considers the market benefit for a hypothetical public utility and road project. The client desires to know the market benefit, or increase (if any), as a result of new public water, public sewer, and a new street for existing properties in Baldwin Township.

The client specified a neighborhood in northern Baldwin Township. Based on the appraiser's research, this neighborhood is generally representative of Baldwin Township as a whole.

The neighborhood is comprised of twenty properties that are all improved with residential homes. Most properties are also improved with outbuildings. The homes in the neighborhood have gross living areas that range from 1,054 SF to 2,352 SF; the homes were constructed between 1994 and 2001. The gross site areas range between 2.5 to 3.46 acres.

Overall, most homes in the neighborhood appear to have average appeal and are in average condition.

As mentioned, the client requested the appraiser to consider a hypothetical project that result in public water, sanitary sewer, and a new road for the subject neighborhood properties. This appraisal considers the impact of the proposed project on the subject neighborhood sites, as well as an indicated market benefit.

Report Use

The client intends to use this report in district court for hearing purposes.

Intended User(s)

Baldwin Township
District Court

Extraordinary Assumptions

Appraised value assumes a zoning change after the project to smaller minimum lot sizes. If found otherwise, the value could differ.

Hypothetical Conditions

Appraised value assumes the hypothetical project occurs on the effective date of the appraisal. If found otherwise, the value could differ.

Property Rights Appraised

- *Fee Simple Interest*: The subject neighborhood is comprised of residential homes. The Fee Simple Interest is provided.

Property Components Appraised

- *Real Estate*: The appraised value includes the real estate value opinion of the market benefit.
- *Furniture, Fixtures, & Equipment (FF&E)*: The appraised value does not include personal property, FF&E, or inventory.
- *Business Value*: The appraised value does not include business value.

Highest and Best Use Conclusions

- *As Vacant*: See report.
- *As Improved*: See report.

Letter of Transmittal – Continued

Opinion of Market Benefit for Hypothetical Utility Project: (February 29, 2024)	\$0 to \$13,000 per property*
Opinion of Market Benefit for Hypothetical Street Project: (February 29, 2024)	\$10,000 to \$15,000 per property*

* per property references each existing property (PID) in the neighborhood

Note: The utility benefit range above reflects public water and sanitary sewer available in the street, but not connected. Per client, the cost to the homeowner to connect would be an additional \$46,630. This cost includes water and sewer trunk charges, sewer access charge (SAW), water access charge (WAC), service lines from the home to the road, and septic and well decommissioning.

Exposure Time / Marketing Time

Exposure Time:	Final values reflect “market exposure” time of under 4 months <u>before</u> the effective date of the appraisal. Changes in the market, use, lease and/or building subsequent to the effective appraisal date could impact value.
Marketing Time:	Marketing times for appropriately priced properties is generally less than 4 months +/-.

Our company has 10 employees, has been in business since 1968 and has sufficient knowledge, education, experience, resources and/or contacts to competently complete this assignment. The accompanying report contains data secured from my personal investigation and from sources considered to be reliable; however, correctness is not guaranteed. To the best of my knowledge and belief, the statements contained in this report are true and correct. Neither my employment to make this appraisal, nor the compensation, is contingent upon the value reported. This report has been prepared in conformity with the code of professional ethics and standards of professional appraisal practice of the Appraisal Institute and appraisal standards set forth by Uniform Standards of Professional Appraisal Practice.

Please contact us if you have further questions.

Sincerely,



Ethan Waytas, MAI
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SUMMARY OF IMPORTANT FACTS & CONCLUSIONS



General Description:	Rural Residential Neighborhood
Appraisal Report:	Appraisal Report
Current Use:	Rural Residential Neighborhood
Extraordinary Assumptions:	None
Hypothetical Assumptions:	Yes, see rear of report
Site Size:	Lot sizes range between 2.5 to 3.46 acres in the neighborhood, with an average of 2.56 acres
Building Improvements:	The subject neighborhood is comprised of 20 individual lots that are all improved with single-family homes. The homes are a variety of single-level (rambler), split-entry, and two-stories. Per public records, the homes have gross living area between 1,054 SF to 2,352 SF (average of 1,817 SF). The year built ranges from 1994 to 2001, with an average of 1996.
Zoning:	R1, General Rural (guided residential)
Highest and Best Use:	Before Project: Rural residential After Project: Rural residential
Property Rights Appraised:	Fee Simple
Business Value / FF&E:	No business value or FF&E included
Market Benefit Utility Project:	\$0 to \$13,000 per property
Market Benefit Street Project:	\$10,000 to \$15,000 per property

VALUE TYPE, CONDITION & STABILITY OF PROPERTY

Type of Value:	This report provides an opinion of Market Value as it relates to the market benefit of a hypothetical street and utility project.
Condition of Value:	This report provides an opinion of the as-is real estate value of the benefit due to hypothetical project.
Occupancy:	The homes in the subject neighborhood appear to be owner occupied.

INTENDED USE OF THE APPRAISAL

Intended Use:	The client intends to use the appraisal in district court for hearing purposes.
Intended User(s):	Baldwin Township District Court No party, other than the named client and listed intended users, may use or rely upon any part of this report without the prior written authorization of both the named client and the appraiser. This report is not valid unless it contains the original signatures in blue ink. Any unauthorized third party relying upon any portion of this report does so at its own risk.

DATE OF APPRAISAL

Effective Date:	February 29, 2024
Inspection Date:	February 2, 2024
Date of Report:	February 29, 2024

SCOPE OF THE APPRAISAL REPORT

USPAP defines Scope of Work as: The type and extent of research and analyses in an assignment.

For each appraisal, appraisal review and appraisal consulting assignment, an appraiser must:

- 1) *Identify the problem to be solved,*
- 2) *Determine and perform the scope of work necessary to develop credible assignment results; and*
- 3) *Disclose the scope of work in the report.*

1) Provide a reasonably supported value opinion as it relates to the intended use & scope.

2) Per assignment request, the following degree of research and analysis has been made. The narrative format used is an **Appraisal Report**, which is intended to comply with the reporting requirements set forth under Standards Rule 2-2a of USPAP. See individual approaches for further detail.

The scope of work for this appraisal includes:

- **a) *Property Identification:*** Public record, plat maps, zoning maps and aerial photographs were used to identify the subject property.
- **b) *Property Inspection:*** A viewing of the subject property (exterior only from the street) and neighborhood by the appraiser. *Physical factors:* Based on property viewing and conversations with the client, city and county officials. Lot size is based on county information. *Economic Factors:* Consisted of gathering of information from market experts, city and/or county offices, and internet about the region, community, neighborhood, zoning, utilities, and any pending projects in the area that may affect the subject property.
- 3) • **c) *Extent of Data Researched:*** Sales data of competing properties within the subject market area were given primary consideration. The most relevant data is used in this report. Sources include, appraiser data files, assessor, internet, developers, agents, MLS, periodicals, in-office library, etc. In addition, during the course of appraisal practice and of this appraisal process, the appraiser has had ongoing discussions with market participants (buyers, sellers, property managers, real estate agents/brokers, appraisers, etc.) and/or viewed market data in relation to how the current real estate market may impact the subject value. The appraiser has not researched the title or ownership records.
- **d) *Type and Extent of Analysis Applied at Opinions or Conclusions:*** An extensive review of market data was performed. The most recent, similar and proximate data has been used. The data used will be adjusted on a grid. Reasonable and appropriate collection, verification, analysis and viewing has been performed in the valuation approaches, given the purpose and intended use of the report. A final value opinion will be discussed and correlated.

The data used was obtained from sources considered credible, yet accuracy is not guaranteed. If found otherwise, value could differ.

PROPERTY RIGHTS APPRAISED

What is valued in a real property appraisal is an estate subject to specified interests. Therefore, an appraiser's task is to identify not only the estate (e.g., the fee simple estate, the leasehold estate, the leased fee estate, the life estate) but also the interests associated with the real estate, such as leases, easements, restrictions, encumbrances, reservations, covenants, contracts, declarations, special assessments, ordinances, or other interests of a similar nature. (The Appraisal of Real Estate, 15th Edition, Page 59)

Fee Simple Interest: Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat. (The Dictionary of Real Estate Appraisal, 7th Edition)

Note: This would typically reflect an owner-occupied property. When the property rights appraised are the unencumbered fee simple interest of the real estate, the appraised value is subject to normal easements for drainage, public streets and utilities, if any. The effect of any existing mortgage or delinquent taxes on the subject property has not been considered in this appraisal.

Leased Fee Interest: The ownership interest held by the lessor, which includes the right to receive the contract rent specified in the lease plus the reversionary right when the lease expires. (The Dictionary of Real Estate Appraisal, 7th Edition)

In appraisal practice, the lessor's interest in a property is considered a leased fee regardless of the duration of the lease, the specified rent, the parties to the lease, or any of the terms in the lease contract. (The Appraisal of Real Estate, 15th Edition, Page 62)

Conclusion of Rights Appraised:

The subject neighborhood appears to be mostly owner occupied. When considering the scope of the assignment, the appraised value of the market benefit reflects the Fee Simple interest.

PROPERTY COMPONENTS APPRAISED

Real Estate: The appraised value reflects the market benefit of the proposed hypothetical street and utility project. The methods utilized for the real estate valuation include:

- Sales Comparison Approach – Paired Data Analysis

FF&E: *Furniture, Fixtures, & Equipment (FF&E):* The appraised value does not include any values of fixtures, furnishings and equipment. The appraised value reflects real estate only.

Business Value: There is no business value included in the appraised value.

IDENTIFICATION

Address:	See addenda for home addresses in the subject neighborhood.
County PID:	See addenda for PIDs in the subject neighborhood.
Legal:	Lengthy, see addenda
Fee Owner:	See addenda for owner names in the subject neighborhood.
Census Tract #:	0301.03

REAL ESTATE TAXES

The subject neighborhood home assessed values and taxes are included in the appraiser's workfile.

SUBJECT SALES & BUILDING HISTORY

Listing History:	As of the appraisal effective date, there are no homes listed for sale in the subject neighborhood (per MLS).
Sales History:	<p>Comments: There have been six sales in the subject neighborhood in the past 3 years. These sales are:</p> <p style="padding-left: 40px;">31440 131st Street, Baldwin Township sold for \$399,900 on October 29, 2021. The property was listed on the open market and the sale price appears market appropriate.</p> <p style="padding-left: 40px;">31422 131st Street, Baldwin Township sold for \$330,000 on August 13, 2021. The property was listed on the open market and the sale price appears market appropriate.</p> <p style="padding-left: 40px;">31419 131st Street, Baldwin Township sold for \$435,000 on May 27, 2021. The property was listed on the open market and the sale price appears market appropriate.</p> <p style="padding-left: 40px;">13042 314th Avenue Northwest, Baldwin Township sold for \$336,000 on July 26, 2021. The property was listed on the open market and the sale price appears market appropriate.</p> <p style="padding-left: 40px;">13021 314th Avenue Northwest, Baldwin Township sold for \$348,000 on June 29, 2021. The property was listed on the open market and the sale price appears market appropriate.</p> <p style="padding-left: 40px;">31412 130th Street, Baldwin Township sold for \$404,000 on May 26, 2023. The property was listed on the open market and the sale price appears market appropriate.</p> <p>There are no other known or reported sales in the subject neighborhood within the past 3 years.</p>
Pending Sale:	As of the appraisal effective date, there are no homes listed as pending in the subject neighborhood (per MLS).
Building History:	See report for a description of improvements.
Lease History:	The homes in the subject neighborhood appear to be owner occupied. The market benefit conclusion would be the same for owner occupied or rented homes.
Leasehold Interest:	None apparent.
Association Dues:	The subject neighborhood does not appear to have an association.

REGIONAL DATA

Metro Area

Regional hub Minneapolis-Saint Paul is the most populous urban area in Minnesota and is composed of 186 cities and townships. Built around the Mississippi, Minnesota and St. Croix rivers, the area is also nicknamed The Twin Cities for its two largest cities, Minneapolis and Saint Paul. Saint Paul is the second largest city in Minnesota, as well as the state capital.

The area is part of a larger U.S. Census division named Minneapolis-St. Paul-Bloomington, MN-WI, the country's 16th-largest metropolitan area, composed of eleven counties in Minnesota and two counties in Wisconsin. This larger area, in turn, is enveloped in the U.S. Census combined statistical area called Minneapolis-St. Paul-St. Cloud, MN-WI with an estimated population of 3.65 million people in 2019.

In both of the fully developed central cities—Minneapolis and St. Paul—the population has declined due to smaller household sizes, yet growth in other areas of their counties has been more than offsetting. Below is detailed where this growth has occurred:

POPULATION							
County	Census 2000	Census 2010	Forecast 2022	Growth 2000 - 2010		Growth 2010 - 2022	
				total	annual	total	annual
Hennepin	1,116,200	1,152,425	1,260,121	3.25%	0.32%	9.35%	0.78%
Ramsey	511,035	508,640	536,413	-0.47%	-0.05%	5.46%	0.46%
Dakota	355,904	398,552	443,341	11.98%	1.20%	11.24%	0.94%
Anoka	298,084	330,844	368,864	10.99%	1.10%	11.49%	0.95%
Washington	201,130	238,136	275,912	18.4%	1.84%	15.86%	1.32%
Scott	89,498	129,928	154,520	45.17%	4.52%	18.93%	1.58%
Wright	89,986	124,700	148,003	38.58%	3.86%	18.69%	1.56%
Carver	70,205	91,042	110,034	29.68%	2.97%	20.86%	1.74%
Sherburne	64,417	88,499	100,824	37.38%	3.74%	13.93%	1.16%
Chisago	41,101	53,887	57,988	31.11%	3.11%	7.61%	0.63%
Total	2,837,560	3,116,653	3,456,020	9.84%	0.98%	10.89%	0.91%

Source: US Census Bureau

Overall, the area has experienced moderate to good income growth. Annualized income growth of 2.5% to 4.0% is consistent with national averages.

MEDIAN HOUSEHOLD INCOME				
County	Census 2010	Estimate 2022	Growth 2010 - 2022	
			total	annual
Hennepin	59,236	92,595	56.32%	4.69%
Ramsey	50,136	78,108	55.79%	4.65%
Dakota	69,508	101,360	45.82%	3.82%
Anoka	65,771	95,782	45.63%	3.80%
Washington	77,239	110,828	43.49%	3.62%
Scott	77,314	118,268	53.00%	4.41%
Wright	66,833	102,980	54.09%	4.51%
Carver	80,173	116,308	45.07%	3.76%
Sherburne	69,971	96,889	38.47%	3.21%
Chisago	63,810	97,446	52.71%	4.39%

Source: US Census Bureau

Regional Data – continued

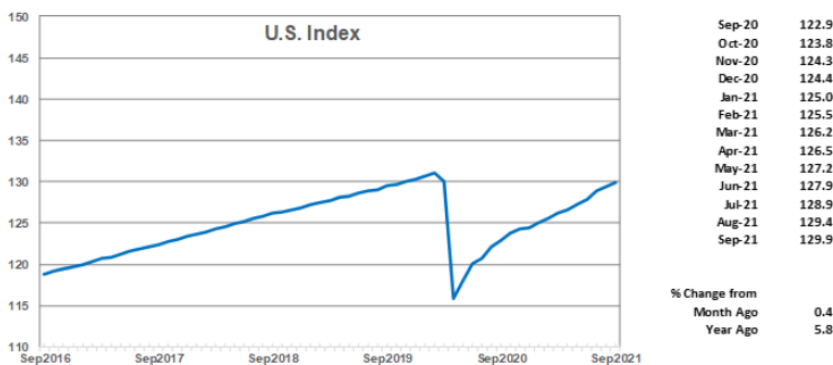
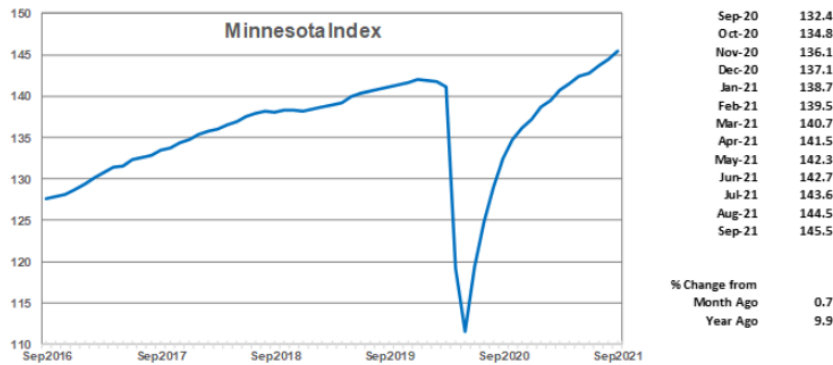
Economic Trends

The current residential interest rates for a typical 30-year mortgage are around 7.50% to 8.50%. Commercial rates are around 7.50% to 8.50%. Rates are expected to increase to combat inflation.

New construction labor costs have steadily increased, along with material costs as well. Overall, construction costs are less competitive to what they were 5 to 6 years ago. Generally, when vacancy is over 10%, new commercial/industrial construction is slow.

Listing prices have been increasing steadily since 2012 +/- and are starting to approach peak levels similar to the market in 2006, which was a period of high seller expectations. However, recent buyer and seller expectations regarding value and list prices appear to be trending towards equilibrium.

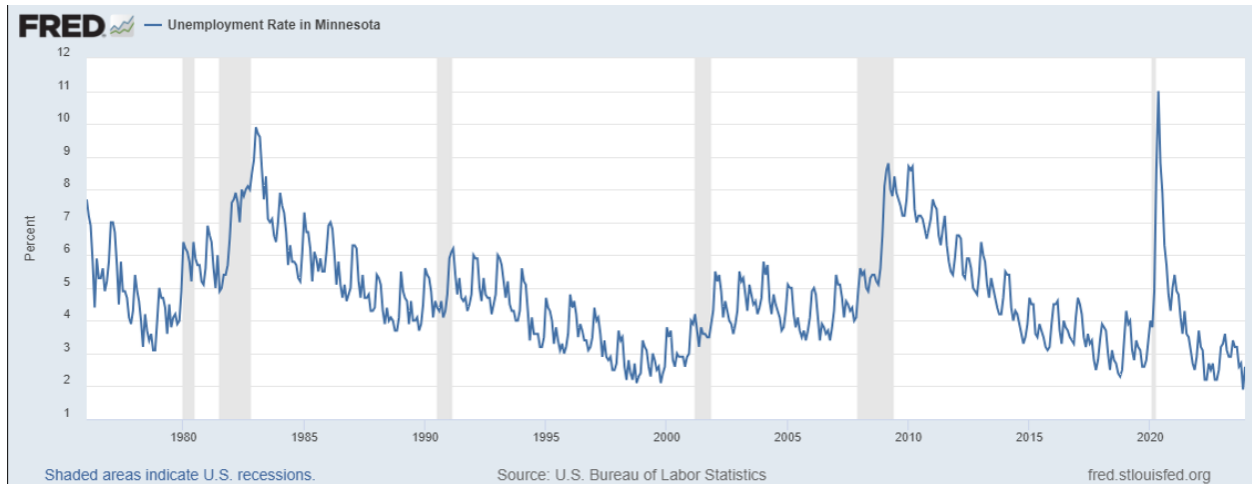
Although well diversified, the TCMA and surrounding Minnesota economy is not immune to the recent soft/declining trends of the overall economy.



Source: Minnesota DEED

The recent COVID-19 pandemic created a significant drop in the economy due to high unemployment and decreased spending in early 2020. However, spending has increased, employment is recovering, and the COVID-19 vaccines have given markets stability.

EMPLOYMENT & LABOR

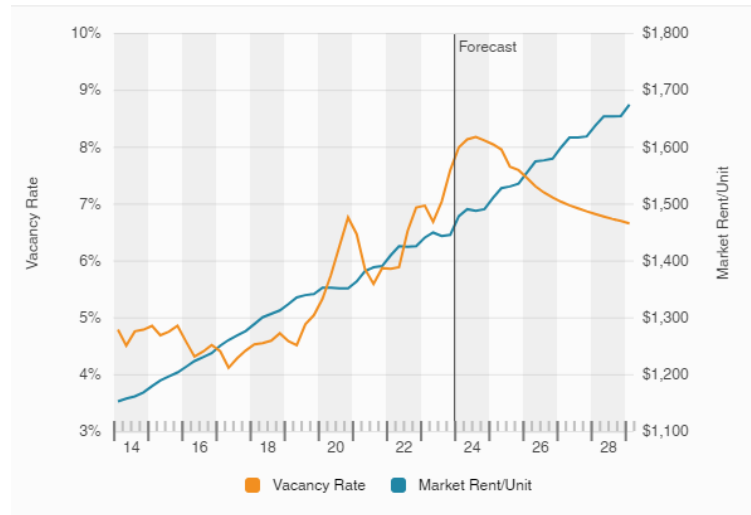


Over the past ten years, unemployment rates have gone from a peak of around 7.0% to near historical lows of around 2% in late 2018. In 2020, the COVID-19 pandemic created a significant spike in the unemployment rate to about 11%. The most recent data, shown above, indicates that the rate has dropped significantly and is approaching pre-pandemic levels and even lower.

Regional Data – continued

APARTMENT MARKET

Vacancy & Market Asking Rent Per Unit



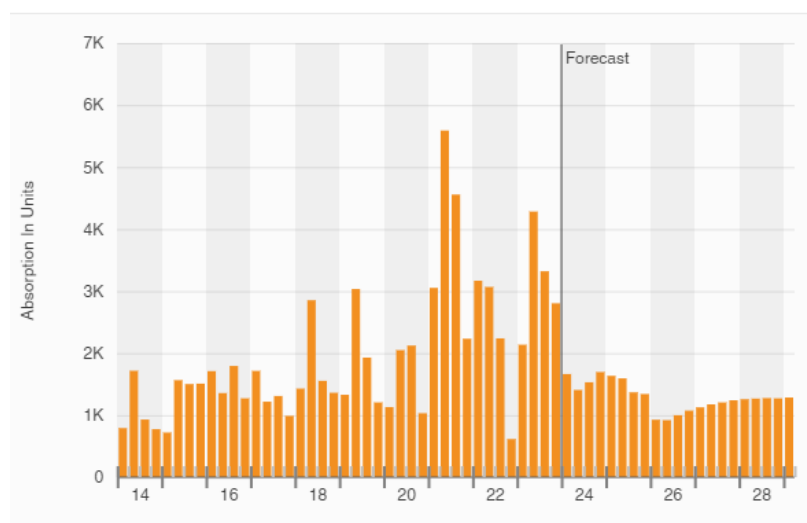
CoStar reports that rents have been trending upward consistently for the past 10+ years. The current average asking rate for an apartment unit in the Twin Cities Metro is around \$1,445 per month.

Vacancy has fluctuated, but was trending downward until 2020. The COVID-19 pandemic caused a spike in vacancy, which has since been declining.

However, vacancy is higher due to significant new construction, both in Minneapolis and surrounding suburbs.

The following chart shows the annual absorption of apartment units:

Absorption Units

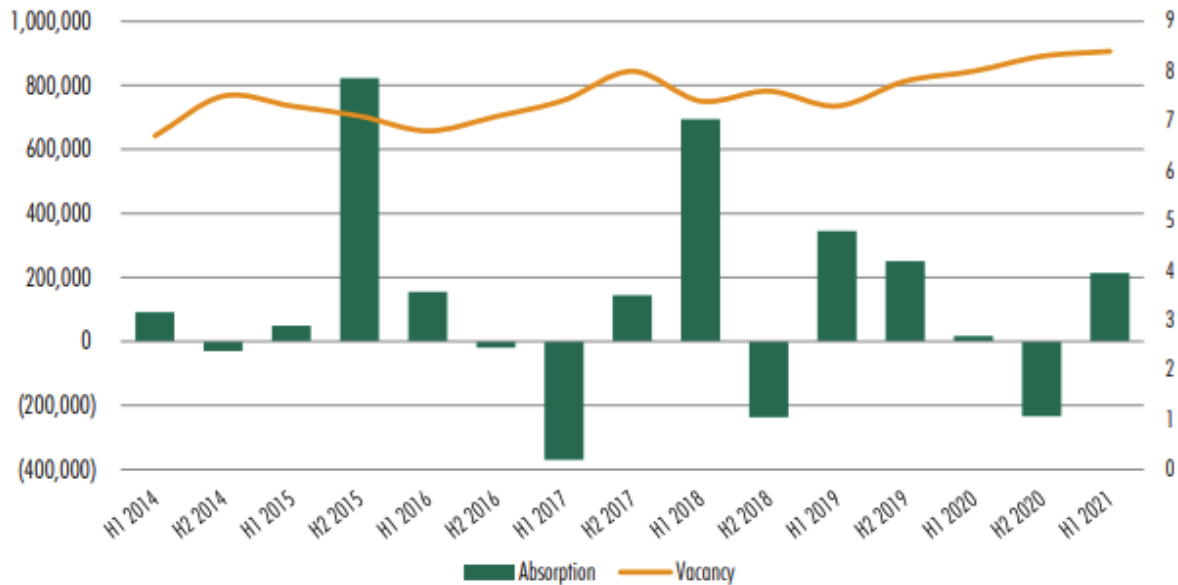


Regional Data – continued

RETAIL MARKET



Figure 1: Direct Vacancy Rate and Absorption



Source: CBRE Research, H1 2021.

CBRE indicates that current retail vacancy rates have been increasing and asking rent rates have been declining. There has been absorption of vacant space in the market, however, many developers are cautious about new retail construction. Strong locations retain typical demand; more speculative retail construction generally does not occur.

Similarly, Cushman & Wakefield also shows stagnating retail asking rents and increasing vacancy:

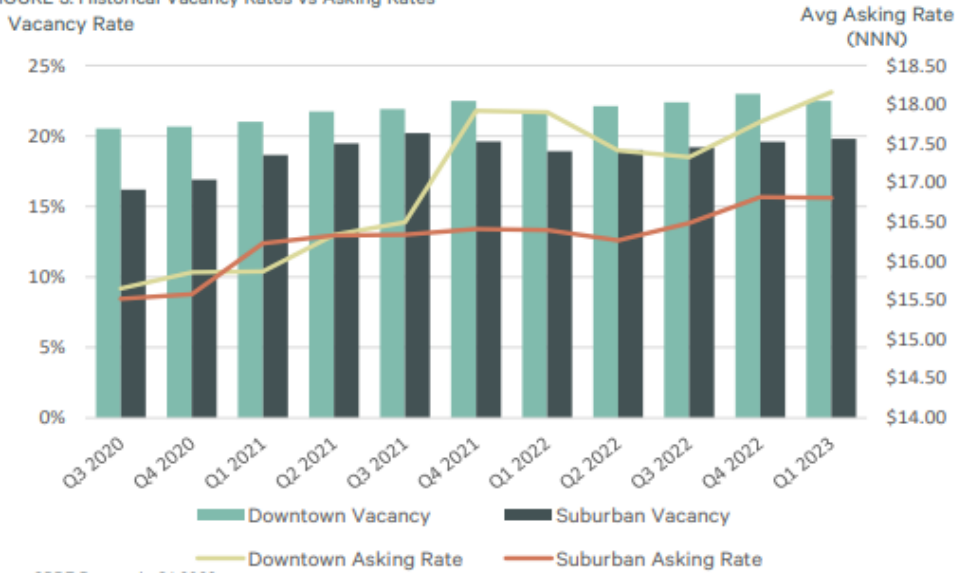
RENT / VACANCY RATE



OFFICE MARKET

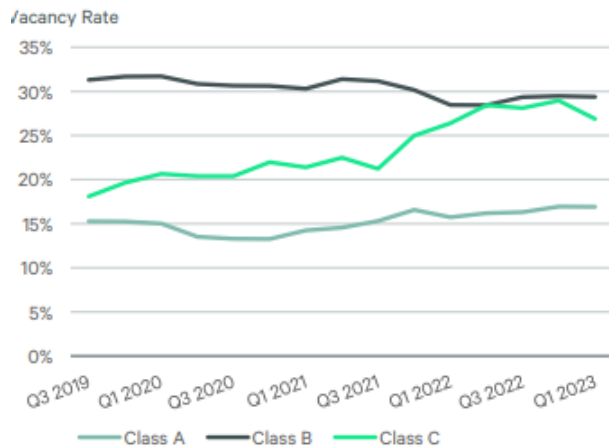
CBRE data shows that asking rents for the overall office market have generally been increasing. This has also corresponded with an increase in vacancy rates as well. With the COVID-19 pandemic, many employers and workers realized that working remotely was a viable option. However since the start 2024 many employers are requiring employees to come back to the office full-time or majority of the work week, which is expected to decreasing the increased historical vacancy.

FIGURE 3: Historical Vacancy Rates vs Asking Rates



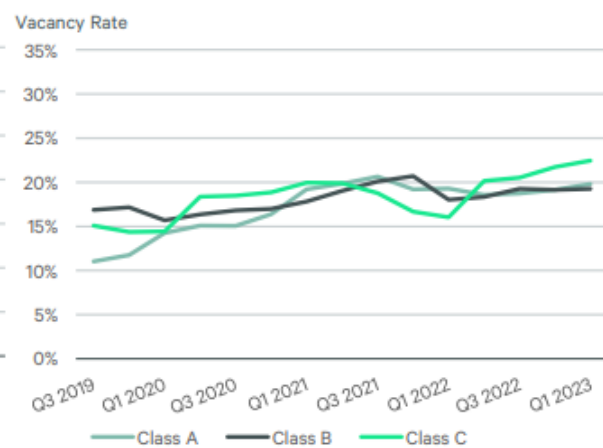
Source: CBRE Research, Q1 2023.

FIGURE 4: Historical Downtown Vacancy by Class



Source: CBRE Research, Q1 2023.

FIGURE 5: Historical Suburban Vacancy by Class



Source: CBRE Research, Q1 2023.

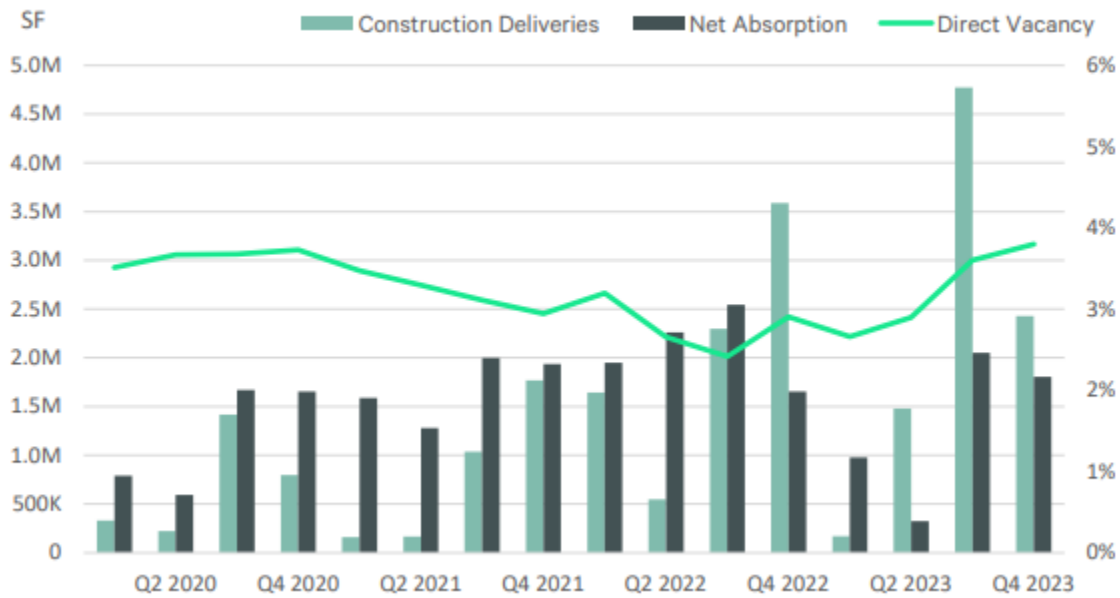
Regional Data – continued

INDUSTRIAL MARKET

The industrial market nationwide has seen increases in rental rates and occupancy. Construction costs have been increasing as well, due to shortages created by the COVID-19 pandemic. In Minnesota the trend is similar to the country overall, vacancy has decreased, construction of new buildings is significant,

CBRE indicates that vacancy has slightly increased since 2022, attributable due to the construction deliveries on the market:

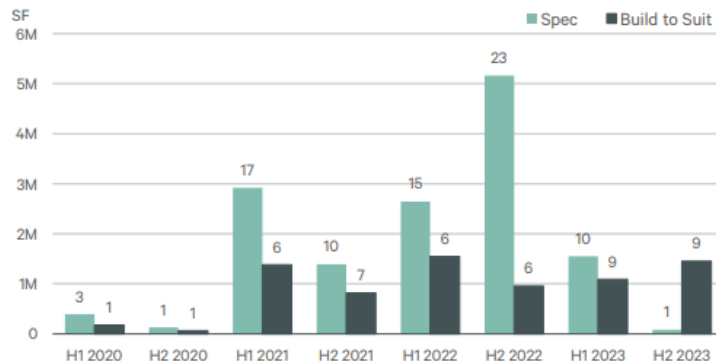
FIGURE 2: Direct Vacancy and Construction Deliveries, 2020-2023



Speculative development, per CBRE, has been significant. For example, almost 1.33 million square feet of speculative construction occurred in 2023/2024; of this, 15% has been leased. Most new construction has occurred in the Northwest submarket.

It appears the market is supporting speculative development, however, is cooling off.

FIGURE 9: Construction Starts 2020-2023

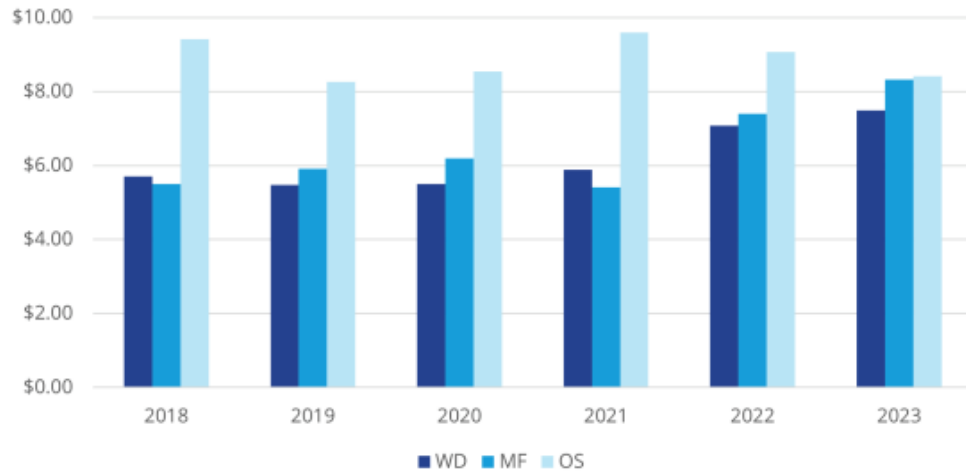


Source: CBRE Research, Q4 2023.

Regional Data – continued

Colliers also reports decreasing vacancy rates and significant increases in asking rates for industrial space.

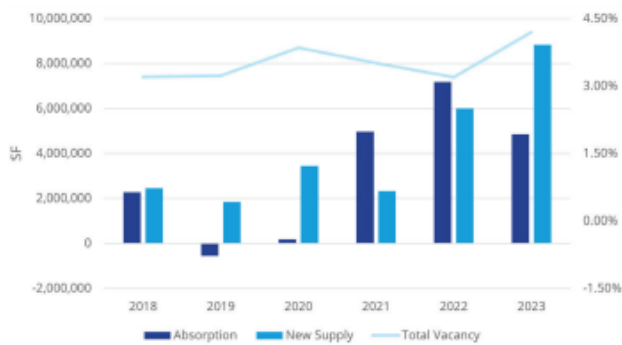
Average Asking Rates



Source: Colliers, CoStar

Total construction and absorption has been generally stable, but in 2021 - 2022 there was significantly more absorption than construction. In 2023 there was more new supply than absorption. This would imply the market is leveling out.

Market Graph



Market Graph Comment: The fourth quarter saw 1.7 million SF of new supply delivered to market, bringing year-to-date deliveries to 8.8 million SF, mostly in the Northwest and East submarkets. Tenant demand remains strong with 1 million square feet absorbed this quarter and 4.9 million SF absorbed this year.

REGIONAL MAP



TOWNSHIP & NEIGHBORHOOD DESCRIPTION

Type of neighborhood:	Rural Central Minnesota Community	
Percent built-up:	47% developed	
Stage of Development:	Mostly stable, limited growth (some new residential)	
Neighborhood boundaries:	Township limits	
Major Transportation:	Highway 169	
Predominant type & conformity:	<i>Single Family Residential</i>	47%
	<i>Two- & Multi-Family</i>	< 1%
	<i>Commercial/Industrial</i>	1%
	<i>Other/Vacant/Public Land</i>	51%
	<i>Total:</i>	100%
Typical property age:	New to 100+ years, many homes have been constructed since the 1990s to current	
Residential Sales:	\$150,000 to \$600,000+, typical home price is around \$330,000 (per MLS information)	
Apartment Sales:	Limited to nil apartments in Baldwin Township	
Office Property Sales:	\$30 to \$75+ per SF	
Retail Property Sales:	\$50 to \$125+ per SF	
Industrial Property Sales:	\$35 to \$75+ per SF	
Capitalization Rates:	5-10% Historic, current rates range from 5.5% to 8.5%	
Subject Market:	Stable, gradual increase in values over time	
Neighborhood Trend:	Stable, gradual increase in values over time	

Comments: Baldwin Township is located in Sherburne County in Central Minnesota. The Township is about 45 miles north of the Twin Cities (45 minutes) and 35 miles east of St. Cloud (35 minutes).

The Township has historically been comprised of agricultural, wooded land, and rural residential property. There is industrial and commercial located along Highway 169. There is limited commercial and industrial throughout the remainder of the Township not near the highway.

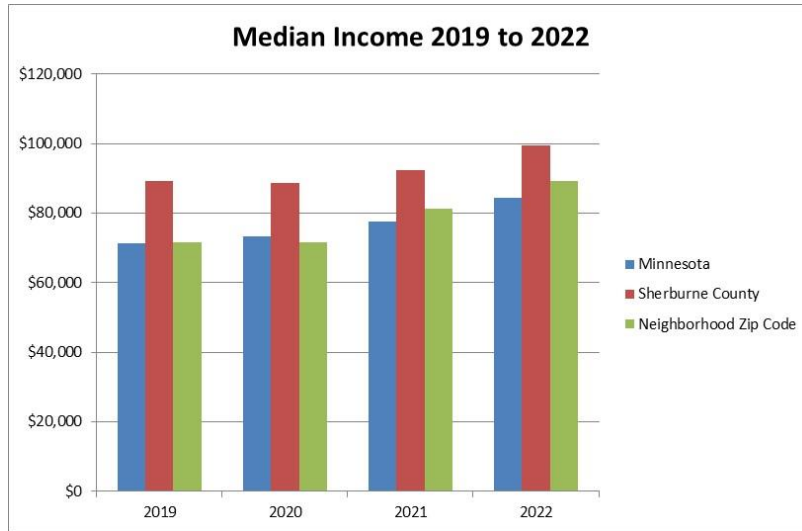
Population growth for the Township has increased from 4,672 persons in 2000 to 7,137 persons in 2022. It is likely that many residents of the Township commute to surrounding areas, likely St. Cloud or the Twin Cities, for work.

Neighborhood: The subject neighborhood is located in the northern portion of Baldwin Township, somewhat near the city boundary of Princeton. Surrounding uses are a mixture of agricultural, rural residential, and industrial. The subject neighborhood is within the ISD 477-Princeton School District.

City & Neighborhood Description – continued

Subject City:

As of the 2010 census, the population of Baldwin Township was 6,739; in 2000 it was 4,672. This is a increase of 44.24% from 2000 to 2010. The 2020 population for the township is 7,104, an increase of 5.42%. The 2022 population estimate is 7,137, which is an increase of 0.46%.



The median income for the subject neighborhood zip code is below the state level and county levels (per Census Bureau). Income has increased over the timeframe.

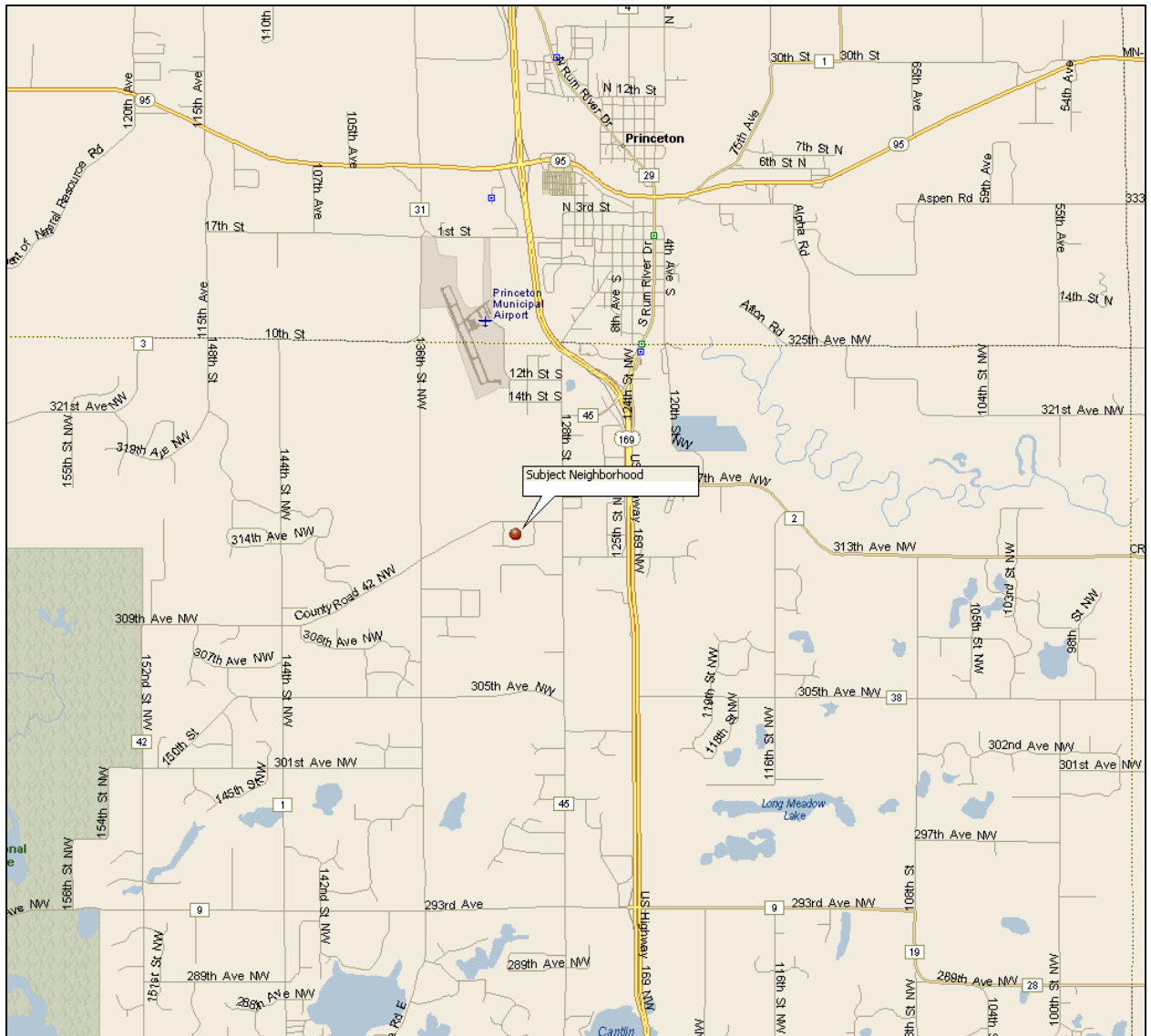
Median Home Prices: Baldwin Township (blue line), Princeton (green line) & Sherburne County (red line)

Source: Northstar MLS



The median sale price for a single-family home in Baldwin Township increased from 2019 through January 2022. Median prices have had variability since January 2022.

NEIGHBORHOOD MAP



SURROUNDING USES

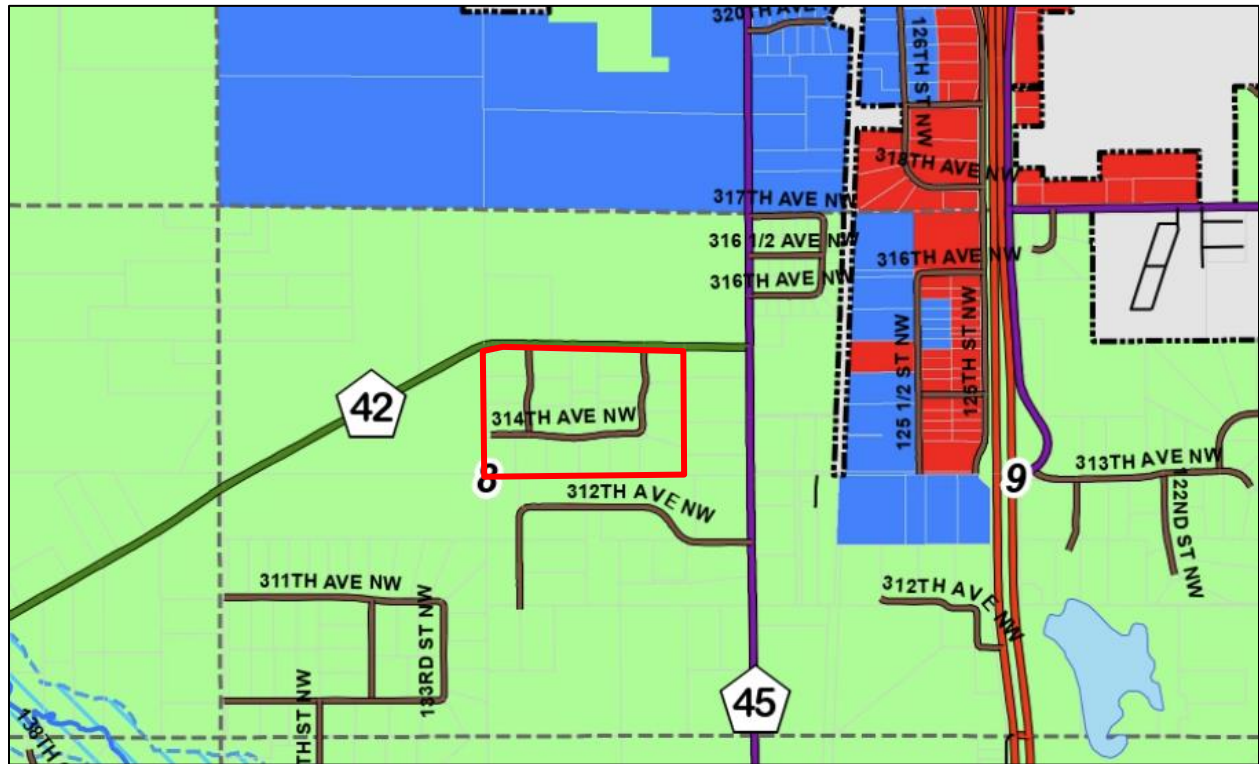


The immediate subject area is a mixture of residential and agricultural. Farther to the east is Highway 169. Uses along the highway are industrial, highway commercial, and residential.

SITE DESCRIPTION

Dimensions:	Most lots in the subject neighborhood are rectangular	
Gross Site Size:	Per public records, the site sizes in the subject neighborhood range from 2.5 to 3.46 acres, with an average of 2.57 acres. The most common site size (mode) is 2.5 acres.	
Topography / Shape / Low:	Mostly level / Rectangular / None noted	
Soil conditions / Drainage:	Assume Stable / Appears Average	
Utilities:		
Electricity/Gas	Yes / Yes	
Water/Sanitary Sewer	Private Well (all sites) / Private Sanitary Septic (all sites)	
Off-Site Improvements:		
Street/Curb/Gutter:	Paved, asphalt / None / None	
Sidewalk/Alley:	None / None	
Visual Road Condition:	Average –	
Street Lights / Storm Sewer:	Limited / None	
Frontage/Access to site (#):	130 th Street, 131 st Street, and 314 th Street	
Visibility/Exposure:	Average / Average	
Flood hazard zone:	None apparent, see following flood map	
Bus Line:	None apparent	
Apparent Easements:	Typical drainage and utility apparent	
Encroachments/Conditions:	None noted	
Surplus/Excess Land:	None noted	
Land to Building Ratio:	n/a	
Use / Functional Adequacy:	Rural Residential / Average	
Surrounding Uses:	N – Agricultural	S – Rural Residential, Industrial
	E – Rural Residential	W – Agricultural
Distance to Major Road:	About 0.8 miles southeast to southbound Highway 169 access; about 1.63 miles southeast to full Highway 169 access; about 1.2 miles northeast to full Highway 169 access	
Comments: The subject neighborhood is comprised of 20 parcels, all of which are improved with residential homes (single occupant). Many of the properties have outbuildings. Most of the sites are wooded. As noted above, all sites within the subject neighborhood have private well and sanitary septic systems. Based on a visual inspection of the neighborhood streets, the appraiser observed signs of longitudinal cracking, transverse cracking, alligator cracking, potholes, and surface wear. When considering all roads in the subject neighborhood the overall road condition rating is Average –.		

ZONING – MAP



Zoning

- R1, General Rural
- C1, General Commercial
- I1, General Industrial
- S, Shoreland
- WS, Wild and Scenic

The subject neighborhood is outlined in red. All the properties are zoned R1, General Rural.

ZONING

Subject Neighborhood Zoning:	R1, General Rural
Intent (Town Code):	The purpose of the R1 district is to provide for locations for agriculture, agriculturally related development, and housing on lots without public sewer or water utilities
Permitted Uses:	Agricultural uses; communication towers up to 200 feet in height; daycare, family; docks, temporary; feedlots and/or manure storage areas (tier 1) meeting certain requirements; grading, filling or excavating, temporary; home occupation; motor sport facilities, private; residential care facilities serving six or fewer persons in a single-family detached dwelling; single-family dwellings; windpower management (hobbyist)
Conditional Uses:	Aircraft landing strip, private; airport, public; aquaculture; cemeteries; churches; communication towers up to 200 feet in height; daycare, commercial; farm related business; farm related bunkhouse for a temporary residence; feedlots and/or manure storage areas (tier 2 – 5); game refuge, private; golf course; historical site; motor sports facility, public; nursery, retail; permanent government structure; personal storage structure; private game refuge and wildlife management areas; radio facility; riding academies, stables and similar uses; seasonal storage; second farm-related dwelling;

Zoning – Continued

<p>Major Restriction/ requirements in this district:</p>	<p>Minimum lot size (unplatted): 20 acres Minimum lot size (platted): 2.5 acres Minimum buildable area within parcel or lot: 40,000 SF Minimum lot width: 200 feet Minimum lot depth: 300 feet Front yard setback: 50 feet from township road Rear yard setback: 25 feet Side yard setback: 20 feet Maximum height: 35'</p>
<p>Parking:</p>	<p>Single Family Dwelling: Two parking spaces</p>
<p>Overlay District:</p>	<p>None noted</p>
<p>Future Land Use:</p>	<p>Residential (similar to existing zoning)</p>
<p>Use:</p>	<p>The subject neighborhood uses appear to be allowed under the current zoning code. No known issues of the property are out of conformance at this time.</p>
<p>Source:</p>	<p><i>Township zoning code</i></p>

FLOOD MAP



The subject neighborhood does not appear to be located in a flood plain.

PLAT MAP



Per county, the subject neighborhood is outlined in red

DESCRIPTION OF IMPROVEMENTS

The subject neighborhood is comprised of 20 parcels, all of which are improved with residential homes. A majority of the parcels also have outbuildings.

The homes in the neighborhood are a mixture of single-level, split-entries, and two stories. Most homes, based on an exterior viewing from the public right-of-way appeared to be in average condition and to have average appeal.

Based on public information, the following housing information is summarized:

Gross Living Area:	1,054 SF to 2,352 SF (average of 1,817 SF)
Year Built:	1994 to 2001 (average of 1996)

The following section will include photographs of the residential homes in the neighborhood as well as the neighborhood streets.

SUBJECT NEIGHBORHOOD PHOTOGRAPHS



Looking south on 130th Street



Looking south on 130th Street



Looking west on 314th Avenue



Looking west on 314th Avenue

Subject Photographs – Continued



Looking north on 131st Street



Looking north on 131st Street



Subject neighborhood home view



Subject neighborhood home view

Subject Photographs – Continued



Subject neighborhood home view



Subject neighborhood home view



Subject neighborhood home view



Subject neighborhood home view

Subject Photographs – Continued



Subject neighborhood home view



Subject neighborhood home view



Subject neighborhood home view



Subject neighborhood home view

MARKET DEMAND ANALYSIS

As part of the assignment, the client requested an analysis of the Baldwin Township residential market as well as the Princeton residential market.

Baldwin Township Market:

The appraiser reviewed 434 sales in Baldwin Township that have occurred since January 1, 2020. The sales have the following statistics and characteristics:

Minimum Sale Price:	\$95,100
Maximum Sale Price:	\$1,228,346
Average Sale Price:	\$369,785
Median Sale Price:	\$355,000
Average Year Built:	1996
Average Above Ground Finished Area:	1,450 SF
Average Site Size:	3.74 acres (median of 2.51 acres)
Consecutive Days on Market:	37.6 average, 16 median

This data confirms that, on average, the subject neighborhood has similar characteristics as the overall Baldwin Township market. That is to say, the subject neighborhood is generally representative of the township as a whole.

The appraiser also considered sales in Baldwin Township that have occurred since December 2023 (effectively the past three months of sales). In total, there have been 16 sales.

Minimum Sale Price:	\$230,000
Maximum Sale Price:	\$785,000
Average Sale Price:	\$409,121
Median Sale Price:	\$380,450
Average Year Built:	1993
Average Above Ground Finished Area:	1,437 SF
Average Site Size:	4.23 acres (median of 2.64 acres)
Consecutive Days on Market:	89.1 average, 58 median

The number of sales per month is $16 / 3 = 5.33$ sales. On an annual basis, this is 64 sales per year.

Market Demand Analysis – Continued

As of February 27, 2024, there are 7 current listings of residential homes for sale in Baldwin Township. These listings have the following characteristics:

Minimum List Price:	\$437,400
Maximum List Price:	\$1,175,000
Average List Price:	\$725,871
Median List Price:	\$699,900
Average Year Built:	2006
Average Above Ground Finished Area:	1,796 SF
Average Site Size:	7.02 acres (median of 5.20 acres)
Consecutive Days on Market:	194.1 average, 91 median

Of the seven listings, four are for new construction homes. The remaining three are for previously owned homes.

Based on the past three months of absorption (5.33 homes per month), the Baldwin Township market has about 1.5 months of inventory available. However, this inventory is bifurcated with mostly new homes and then previously owned homes. The inventory for previously owned homes (like in the subject neighborhood) reflects three properties. This subset of the market is likely in undersupply.

Note: This undersupply of previously owned homes is a recent phenomenon as a result of increasing interest rates. Many homeowners are hesitant to sell unless necessary as they do not want to give up their low interest rates (relative to current rates). This has resulted in many home sales in the market being of new homes. This market characteristic represents an opportunity for new home developers.

One of the newest developments in Baldwin Township is “The Oaks of Battle Brook”. The subdivision is being developed by Joss Jondahl, a developer, with a total of 24 lots. Per a listing for one of the lots:

“Princeton's [Baldwin Township's] newest development, The Oaks of Battle Brook coming spring of 2024. 24 lots available with a mix of fully wooded, partial wooded and open lots. The Oaks of Battle Brook is conveniently located south of Princeton and 1 mile West of Hwy 169 for an easy commute, and just a few short miles from the Sherburne National Wildlife Refuge. With multiple lots capable of a fully basement walkout, and full basement. Lot sizes range from 2.5-4.93 acres and will have natural gas serving the lots. Betzler Builders is a local hands-on custom builder, with multiple plans to choose from or bring your own ideas. We have a model located in the first phase that is available to tour. Betzler Builder takes pride in their work, using high-end finishes from the start, knotty alder trim and solid doors, custom cabinets, 20 mil LVP, upgrade carpet, granite or quartz throughout, Thermo tech or Marvin windows and so much more!”

The current asking prices for lots ranges from \$90,000 to \$130,000. This includes the street improvements, but does not include a private well or private sanitary septic system.

Market Demand Analysis – Continued

In a Finance & Commerce article published on July 13, 2022, Josh Jondahl was interviewed regarding the proposed development. The article stated:

Jondahl believes the Baldwin Township lots will appeal to buyers who want a little more space and can't find what they need in the core metro. Pole sheds, for example, will be welcome on the lots.

“Roughly 50% of the homes that we've built in the past two or three years have been people coming out of Rogers, Plymouth, those types of areas,” he said. “They can't have pole sheds and those types of items there.”

Baldwin Township Market Conclusion:

The Baldwin Township residential market appears to be in slight undersupply, with only 1.5 months of inventory. Buyers in this market are purchasing homes on larger lots. This allows for recreational uses, and outbuildings. The comments of Josh Jondahl also support this conclusion that buyers in Baldwin Township prioritize large sites that allow for the construction of outbuildings.

Almost all, if not all, homesites in Baldwin Township have private well and sanitary septic systems. Much of the township has natural gas available, but there are some homes with liquid propane systems. The entire township has electricity available.

Market Demand Analysis – Continued

The appraiser also conducted research on the Princeton (city boundaries) residential market.

Princeton Market:

The appraiser reviewed 329 sales in Princeton that have occurred since January 1, 2020. The sales have the following statistics and characteristics:

Minimum Sale Price:	\$47,000
Maximum Sale Price:	\$565,064
Average Sale Price:	\$231,035
Median Sale Price:	\$230,000
Average Year Built:	1975
Average Above Ground Finished Area:	1,257 SF
Average Site Size:	0.48 acres (median of 0.24 acres)
Consecutive Days on Market:	36.6 average, 14 median

The appraiser also considered sales in Princeton that have occurred since December 2023 (effectively the past three months of sales). In total, there have been 12 sales.

Minimum Sale Price:	\$120,000
Maximum Sale Price:	\$347,500
Average Sale Price:	\$244,808
Median Sale Price:	\$252,000
Average Year Built:	1971
Average Above Ground Finished Area:	1,267 SF
Average Site Size:	0.25 acres (median of 0.23 acres)
Consecutive Days on Market:	42.4 average, 42 median

The number of sales per month is $12 / 3 = 4$ sales. On an annual basis, this is 48 sales per year.

Market Demand Analysis – Continued

As of February 27, 2024, there are 2 current listings of residential homes for sale in Princeton. These listings have the following characteristics:

Minimum List Price:	\$285,000
Maximum List Price:	\$649,900
Average List Price:	\$467,450
Median List Price:	\$467,450
Average Year Built:	1943
Average Above Ground Finished Area:	2,282 SF
Average Site Size:	0.23 acres (median of 0.23 acres)
Consecutive Days on Market:	17 average, 17 median

Both listings are of previously owned homes. There are no new construction homes for sale. Since January 1, 2020, there appears to be around 21 new homes that have been constructed. A majority of these homes are twinhomes.

As noted, much of the new construction in Princeton appears to be for townhomes. Since January 1, 2020, there have only been two new homes (standalone) constructed and sold in Princeton.

Based on the past three months of absorption (4 homes per month), the Princeton market has about 0.5 months of inventory available.

Note: This undersupply of previously owned homes is a recent phenomenon as a result of increasing interest rates. Many homeowners are hesitant to sell unless necessary as they do not want to give up their low interest rates (relative to current rates). This has resulted in many home sales in the market being of new homes. This market characteristic represents an opportunity for new home developers

Princeton also has the following population counts:

	<u>Population</u>	<u>% Change</u>
2000 Census:	3,933	--
2010 Census:	4,698	+19.45%
2020 Census:	4,819	+2.58%
2022 Estimate:	5,311	+10.21%

Market Demand Analysis – Continued

Princeton Market Conclusion:

The Princeton residential market appears to be in undersupply, with only 0.5 months of inventory. Buyers in this market are purchasing homes on smaller lots that are generally older. Most homesites in Princeton do not allow for outbuildings or larger site sizes.

A majority of Princeton homes have public water, public sanitary sewer, electricity, and gas.

Comparison of Baldwin Township and Princeton:

When comparing the two markets, it is clear that Baldwin Township has a higher population and more active sales market. Buyers for homes in Baldwin Township likely find the larger sites appealing. Buyers in Princeton find more affordable homes (lower prices) that are on smaller lots. These buyers do not prioritize large site sizes or outbuildings.

Overall, the differences between the Township and City provide buyers in the market choice. Baldwin Township is able to provide a wide variety of housing on large lots. Conversely, Princeton provides smaller lots with more affordable homes (lower prices).

HIGHEST AND BEST USE – BEFORE PROJECT

Highest and best use is defined in The Dictionary of Real Estate Appraisal, Seventh Edition as, “The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity”. Highest and best use is analyzed in two ways, site as vacant and site as improved.

<i>Typically, there are four criteria in highest and best use analysis</i>	
<i>Legally permissible uses</i>	<i>What uses are allowed by zoning?</i>
<i>Physically possible uses</i>	<i>What uses are physically possible on the site?</i>
<i>Financially feasible use</i>	<i>Which possible and permissible uses will produce a positive return?</i>
<i>Maximally productive use</i>	<i>Of the financially feasible uses, which use produces the highest return warranted by the market (the ideal improvements)?</i>

Site as Vacant: The use of the real estate based on the presumption that the parcel of land is vacant or can be made vacant by demolishing any improvements (i.e., as vacant or as if vacant). (The Appraisal of Real Estate, 15th Edition, page 307)

Legally Permissible Uses: The subject neighborhood is currently zoned R1, General Rural, which primarily allows for residential uses. The neighborhood is guided for a residential use.

The minimum lot size, per zoning, is 2.5 acres.

Physically Possible Uses: The physical characteristics of the subject neighborhood homesites suitable for development. The lots have average visibility to surrounding roads. Highway 169 is nearby and provides good access to the region.

Shopping is nearby in Princeton, Elk River, and St. Cloud.

The subject neighborhood has electricity and natural gas available. New development requires a private well and private septic system.

Note: The street infrastructure in the neighborhood is rated to be Average –.

Financially Feasible Uses: Typically, surrounding uses, market demand, and availability of financing drive financially feasible uses.

Surrounding Uses: Uses in the immediate subject area are a mixture of rural residential, industrial, and agricultural. The subject neighborhood has convenient proximity to Highway 169. A residential use would be supported by the surrounding uses.

Financing: Borrowers typically must be well qualified with 30% to 50% + down for new construction. Financing for new subdivisions is rated to be average, however, lenders will want to see clear demand for new housing. Financing for new construction on individual lots is rated to be average to good. Current interest rates are 6.00% to 8.50%+ with 30-year amortization periods.

Highest and Best Use – continued

Market Demand: Market demand for residential lots in the subject market is rated to be soft to average. There has been new residential home construction, as well as a new subdivision.

The proximity to Highway 169 adds appeal to the site.

Buyers in Baldwin Township prefer larger lots that have outbuilding potential.

The existing Average – road condition in the subject neighborhood is less appealing to potential buyers and developers (most new subdivisions would have new roads).

Financially Feasible Uses: A residential use for the subject lots, based on the current zoning and future land use plan, would likely be feasible. Development timing of the lots, if vacant, is likely now to two years.

Maximally Productive Use:

Highest and Best Use Conclusion – As If Vacant

Based on the above discussion, the highest and best use of the subject as vacant individual lots would be for new residential home development.

None of the lots within the subject neighborhood can be subdivided, based on the minimum site size of 2.5 acres in the zoning code.

Most new home construction in the market is on lots 2.5 acres or larger, three car garages, and 1,500 SF or more of above grade finished area. Buyers routinely construct outbuildings after purchase.

Most Probable Buyer: The most probable buyer of the subject property would likely be a developer, or a buyer that would develop the site and then move into the home.

Highest and Best Use – continued

Site as Improved: The use that should be made of the real estate as it exists (i.e., as currently improved or as if improved as proposed). (The Appraisal of Real Estate, 15th Edition, page 307)

Legally Permissible Uses: The existing residential uses in the subject neighborhood appear to be legally conforming. There are no known or reported legality or conformance issues for the subject properties that could restrict the proposed use on an ongoing basis. If otherwise, the value opinion could differ.

Physically Possible Uses: The existing homes are generally located in the central portions of the sites with a typical setback from the road of 80' to 100' +/- . Most driveways are paved. Many of the homes in the neighborhood have outbuildings. The homes have private well and septic. Public electricity and natural gas are available.

Given current age and condition of the improvements, in addition to land values in the area, redevelopment (including razing or subdivisions) of the subject sites are not considered a viable options at this time. Specifically, the existing homes have good remaining economic life and the lots cannot legally be subdivided.

Financially Feasible Uses:

Surrounding Uses: Uses in the immediate subject area are a mixture of rural residential, industrial, and agricultural. The subject neighborhood has convenient proximity to Highway 169. The existing residential uses are supported by the surrounding uses.

Market Demand: Market demand (buyers) for residential homes in Baldwin Township is rated to be average. The existing market appears to be in an undersupply. Buyers are purchasing new homes and previously owned homes. Buyers in this market appear to prioritize large lots (2.5 acres +) and outbuildings.

The existing Average – condition roads in the subject neighborhood are less appealing to potential buyers.

Property History / Performance: The subject homes were developed between 1994 to 2001. The properties generally appear to be owner occupied, which is typical of this market. A continued residential use is logical and supported for each site in the subject neighborhood.

Financing: Financing is available; interest rates have been increasing to combat inflation. Current residential loan terms are 5% to 20%+ down, 6.00% to 8.50% interest rates, and 30-year amortization periods.

Financially Feasible Uses: The existing residential uses appear to be feasible.

Maximally Productive Use:

Highest and Best Use Conclusion – As If Improved

The subject neighborhood is comprised of twenty homes. Overall, the homes appear to be in average condition and to have average appeal.

Based on the minimum site size of 2.5 acres, none of the subject sites can be subdivided.

Given the above discussion, the overall highest and best use as improved of the subject sites is considered to be for the existing residential use.

Most Probable Buyer: The most likely buyer of the subject homes would be for owner occupancy.

The subject homes are somewhat similar to the ideal improvement.

PROJECT DESCRIPTION

Per client request, a hypothetical road and utility project is considered for the subject neighborhood. The road project would, in general, result in a new road, concrete curb and gutter, and storm sewer. In addition, public water and sanitary sewer would be installed and existing homes could connect to the new public utilities.

Existing Road Condition: Overall, the existing roads in the subject neighborhood is asphalt and is rated to be in “Average -” condition. The streets do not have curb or gutter, and there is no storm sewer. The roads have clear signs of longitudinal cracking, transverse cracking, alligator cracking, potholes, and surface wear.

Proposed Improvements: The proposed project will result in a new road and new public utilities.

Discussion of Market Benefit: Listed below are the factors that will be taken into consideration concerning the potential benefit to the subject property.

Description	Existing Improvements	Change
1) Road Surface	Paved, asphalt, Average –	New, good
2) Base Condition	Average	New, good
3) Curb	None	New concrete curb and gutter
4) Drainage	Surface	Improved
5) Storm Sewer	None, surface	New storm sewer
6) City water	Private	Public
7) City sewer	Private	Public
8) Sidewalk	None	None
9) Street Lights	Limited	Limited
10) Power Lines	n/a	n/a
11) Functional Design of Road	Average –	Good, paved
12) Traffic Management	n/a	n/a
13) Pedestrian Use (biking, walking etc.)	Average –	Good
14) Median	n/a	n/a
15) Road Proximity to properties	n/a	n/a
16) Dust	n/a	n/a
17) Visual Impact on Properties	Average –	Good
18) Development Appeal	Fair to Average	Average to Good
19) Market Conformity	Fair/Average	Average/Good

Based on the preceding grid, the subject property will improve in 12 of the 19 categories. Market participants generally recognize that streets need replacing like many building components (HVAC, roofing, driveways, parking, etc.) need replacing when nearing the end of a long economic life. A typical buyer in the subject market commonly prefers a new surface road (paved) versus dated road improvements, or a gravel road. In addition to visual benefit, a new, paved road provides better and safer use for drivers and pedestrians (biking, walking, driving, etc.).

Generally, public water and sewer are considered appealing in the market. If given a choice, a buyer would likely select a lot with public water and sanitary sewer over a lot with private well and septic.

Project Description – Continued

The client provided the following costs that would result from the hypothetical utility and street project:

	2.5 acre lot	5 acre lot	10 acre lot	20 acre lot
Sewer and Water Lateral Assessment	\$90,500	\$90,500	\$90,500	\$90,500
Sewer Trunk, 2.5 acre	\$12,763	\$25,525	\$51,050	\$102,100
Water Trunk, 2.5 acre	\$7,968	\$15,935	\$31,870	\$63,740
SAC	\$8,400	\$2,100	\$2,100	\$2,100
WAC	\$2,000	\$2,000	\$2,000	\$2,000
Septic & well decommissioning	\$2,500	\$3,000	\$3,000	\$3,000
Connection to sewer and water	\$13,000	\$10,000	\$10,000	\$10,000
Total cost to homeowner	\$137,130	\$149,060	\$190,520	\$273,440

The client indicated that the “Sewer and Water Lateral” cost would likely be assessed, with the remaining costs borne directly by the subject neighborhood property owners. These direct costs are calculated as the “Total cost to homeowner” less “Sewer and Water Lateral Assessment”.

The direct cost to the homeowners is:

<u>2.5 Acre Lot</u>	<u>5 Acre Lot</u>	<u>10 Acre Lot</u>	<u>20 Acre Lot</u>
\$46,630	\$58,560	\$100,020	\$182,940

Note: The client provided costs for larger lots, but the subject neighborhood lots are generally around 2.5 acres. Therefore, only the 2.5 acre cost is considered.

The “Sewer and Water Lateral” cost would be assessed to the subject neighborhood owners. This cost includes installing the public water and sanitary sewer, along with reconstruction of a new road.

It is appropriate to consider, for financial feasibility analysis, the “Total cost to homeowner” line, which reflects the total cost to the owner.

This cost is:

<u>2.5 Acre Lot</u>	<u>5 Acre Lot</u>	<u>10 Acre Lot</u>	<u>20 Acre Lot</u>
\$137,130	\$149,060	\$190,520	\$273,440

Note: These total costs assume a 100% assessment charge for the “Sewer and Water Lateral” cost. If an assessing authority were to only assess 50%, for example, the cost to the homeowners would be reduced by \$45,250.

ROAD VISUAL CONDITION RATING

The roads around a property are used for ingress, egress, public transit, pedestrians, garbage/recycling pickup, construction work, emergency vehicles, aesthetics, etc. Roads are fundamentally necessary for a property to function.

In fact, the road to a property impacts the perception of a property in similar way as the construction of a building, the condition of a building, the condition of a parking lot, etc. More visually appealing roads present a positive, while less visually appealing roads present a negative.

The public road, by definition, is not located on private property. However, many factors that are not specifically on a property can impact value. Such factors can be school district, surrounding views, adjoining zoning, adjoining building uses, traffic, etc. For example, a residential home with views of a lake will be considered more appealing as compared to the same residential home but with views of heavy manufacturing.

Generally, brokers, realtors, lenders, appraisers, real estate participants, buyers, and sellers will factor the road appeal into a property element such as the location rating, condition rating, site rating, or quality rating. It is common to see the road not separated out individually on an adjustment grid, just as it is not common to see the roof individualized, or windows, or parking lot (all these items are generally in an overall "Condition" category) on an adjustment grid. Because this appraisal is being used for special assessment purposes, the road is highlighted in the analysis on its own line on the adjustment grid.

In order to compare different road conditions between the subject and comparables, a rating system is used. Rating is commonly used in appraising to quantify a factor or multiple factors into an overall ranking. Appraisers typically use ratings such as, "Poor", "Fair", "Average", or "Good" (these are used for building condition, quality/appeal, physical characteristics, location, etc.). If there are elements between ratings, appraisers might say "Fair +", "Average -", or "Average +" to provide greater distinction.

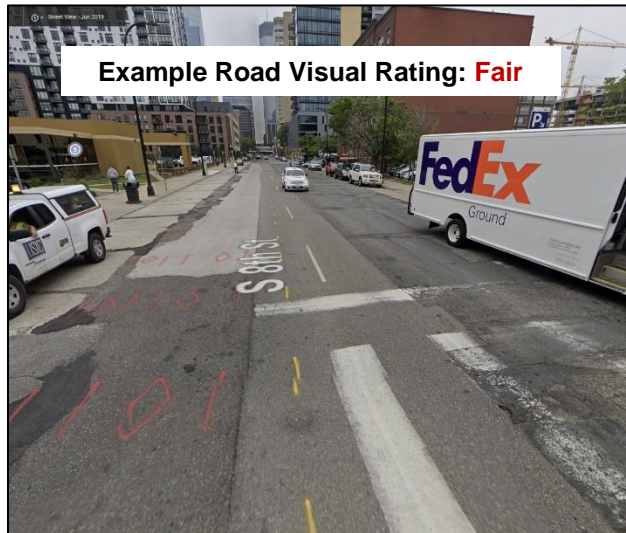
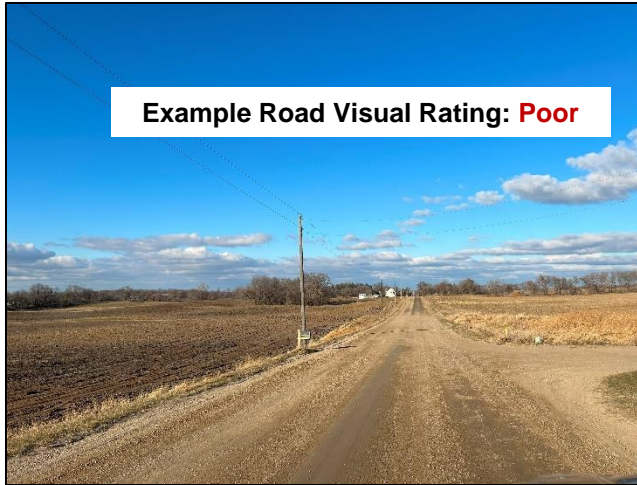
For this appraisal, a rating scale of, "Poor", "Fair", "Average", and "Good" are applied to the observed roads around a property. If a road falls between a rating, such as between "Fair" and "Average", then a rating of "Average -" is used.

The road ratings in this appraisal reflect all adjoining roads to a property, aggregated into one overall rating. The road visual rating is how a road visually presents to a property; the actual age of the road is not noted. For example, concrete roads have a long useful life and can maintain appealing visuals for many years, even decades, if properly maintained.

When rating the roads, the appraiser is considering longitudinal cracking, transverse cracking, alligator cracking, potholes, patching, surface wear, concrete curb and gutter (condition, cracks, presence, etc.), sidewalk (conditions, cracks, presence, etc.), etc.

The following page will present sample photos that are representative of the various condition ratings.

Road Visual Condition Rating – Continued



Road Visual Condition Rating – Continued



From the prior page the roads are described as:

Poor Visual Condition: This type of road is typically gravel or is a paved road that has significant cracking, pot holes, surface degradation, etc.

Fair Visual Condition: This type of road will generally have the most cracking, pot holes, surface degradation, etc.

Average Visual Condition: This type of road will have fewer cracking, pot holes, and surface degradation, etc. as compared to a fair road.

Good Visual Condition: This type of road will have the least amount of cracking, pot holes, surface degradation, etc. as compared to the other roads. This road type is generally considered to be new or almost new. For a concrete road, as shown in the photo, the road has “cuts” that allow the concrete to move and prevent cracking. For newly paved roads, the asphalt is very dark.

Regardless of ratings, it is clear from the prior page that there is a hierarchy of roads based on visual viewing.

Because some of the sales used in the paired data analysis might be older, the appraiser uses resources to find photos of the road condition near the time of valuation and sale dates of the comparables. Resources include Google Street View photos, Bing Street View photos, various aerial images, etc.

Conclusion: A system was applied to indicate the overall road condition rating based on visual condition. Rating components of a property, including offsite components, is standard appraisal practice. Similarly, providing a change in value for a property component is also a standard appraisal practice:

Note: It is very common for appraisers to provide value changes for property components such as a new roof, new windows, a new parking lot, a new furnace, new garage doors, etc. Providing a value for the subject’s street component is no different from the previously mentioned, common appraisal assignments.

Appraisal Development and Reporting Process In After Situation

The appraisal date in the after situation is the same as in the before condition. Consequently, the appraisal development and reporting process in the after situation are similar.

The Area Data Description, Zoning, Flood Map, Plat Map, Description of Improvements, Aerial Photographs and Subject Photographs in the after situation are the same as in the before condition (see front portion of report).

Outline in the After Situation

- Site Description
- Highest and Best Use

SITE DESCRIPTION – AFTER PROJECT

Dimensions:	Most lots in the subject neighborhood are rectangular	
Gross Site Size:	Per public records, the site sizes in the subject neighborhood range from 2.5 to 3.46 acres, with an average of 2.57 acres. The most common site size (mode) is 2.5 acres.	
Topography / Shape / Low:	Mostly level / Rectangular / None noted	
Soil conditions / Drainage:	Assume Stable / Appears Average	
Utilities:		
Electricity/Gas	Yes / Yes	
Water/Sanitary Sewer	Private Well (all sites), public water available / Private Sanitary Septic (all sites) public sanitary sewer available	
Off-Site Improvements:		
Street/Curb/Gutter:	Paved, asphalt, new / Concrete / Concrete	
Sidewalk/Alley:	None / None	
Visual Road Condition:	Good	
Street Lights / Storm Sewer:	Limited / Yes, new	
Frontage/Access to site (#):	130 th Street, 131 st Street, and 314 th Street	
Visibility/Exposure:	Average / Average	
Flood hazard zone:	None apparent, see following flood map	
Bus Line:	None apparent	
Apparent Easements:	Typical drainage and utility apparent	
Encroachments/Conditions:	None noted	
Surplus/Excess Land:	None noted	
Land to Building Ratio:	n/a	
Use / Functional Adequacy:	Rural Residential / Average	
Surrounding Uses:	N – Agricultural	S – Rural Residential, Industrial
	E – Rural Residential	W – Agricultural
Distance to Major Road:	About 0.8 miles southeast to southbound Highway 169 access; about 1.63 miles southeast to full Highway 169 access; about 1.2 miles northeast to full Highway 169 access	
Comments: The subject neighborhood is comprised of 20 parcels, all of which are improved with residential homes (single occupant). Many of the properties have outbuildings. Most of the sites are wooded. As noted above, all sites within the subject neighborhood have private well and sanitary septic systems. As a result of the project, the sites have public water and sanitary sewer available . In addition, the road infrastructure is all new and rated to be Good .		

HIGHEST AND BEST USE – AFTER PROJECT

Highest and best use is defined in The Dictionary of Real Estate Appraisal, Seventh Edition as, “The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity”. Highest and best use is analyzed in two ways, site as vacant and site as improved.

<i>Typically, there are four criteria in highest and best use analysis</i>	
<i>Legally permissible uses</i>	<i>What uses are allowed by zoning?</i>
<i>Physically possible uses</i>	<i>What uses are physically possible on the site?</i>
<i>Financially feasible use</i>	<i>Which possible and permissible uses will produce a positive return?</i>
<i>Maximally productive use</i>	<i>Of the financially feasible uses, which use produces the highest return warranted by the market (the ideal improvements)?</i>

Site as Vacant: The use of the real estate based on the presumption that the parcel of land is vacant or can be made vacant by demolishing any improvements (i.e., as vacant or as if vacant). (The Appraisal of Real Estate, 15th Edition, page 307)

Legally Permissible Uses: The subject neighborhood is currently zoned R1, General Rural, which primarily allows for residential uses. The neighborhood is guided for a residential use.

The current minimum lot size, per zoning, is 2.5 acres. Technically, none of the sites could be subdivided with out a zoning change.

The client requested consideration if public utilities would result in rezoning, specifically if the minimum site size was reduced. The appraiser considered nearby Princeton, which has public utilities. The two residential districts for Princeton allow for minimum site sizes of 9,800 SF and 12,500 SF. Minimum lot widths are generally 66’ to 80’. The implied lot depth, based on the minimum width, would range from 148’ to 156’.

Physically Possible Uses: The physical characteristics of the subject neighborhood homesites suitable for development. The lots have average visibility to surrounding roads. Highway 169 is nearby and provides good access to the region.

Shopping is nearby in Princeton, Elk River, and St. Cloud.

The subject neighborhood has electricity and natural gas available. The recent hypothetical utility project added new public water and sanitary sewer.

Note: The new hypothetical street infrastructure in the neighborhood is rated to be Good.

Financially Feasible Uses: Typically, surrounding uses, market demand, and availability of financing drive financially feasible uses.

Surrounding Uses: Uses in the immediate subject area are a mixture of rural residential, industrial, and agricultural. The subject neighborhood has convenient proximity to Highway 169. A residential use would be supported by the surrounding uses.

Financing: Borrowers typically must be well qualified with 30% to 50% + down for new construction. Financing for new subdivisions is rated to be average, however, lenders will want to see clear demand for new housing. Financing for new construction on individual lots is rated to be average to good. Current interest rates are 6.00% to 8.50%+ with 30-year amortization periods.

Highest and Best Use – continued

Market Demand: Market demand for residential lots in the subject market is rated to be soft to average. There has been new residential home construction, as well as a new subdivision.

The proximity to Highway 169 adds appeal to the site.

Buyers in Baldwin Township prefer larger lots that have outbuilding potential.

The hypothetical new streets in the subject neighborhood is appealing to potential buyers and developers (most new subdivisions would have new roads).

The hypothetical new public water and sewer infrastructure adds appeal as well.

Financially Feasible Uses: A residential use for the subject lots, based on the current zoning and future land use plan, would likely be feasible. Development timing of the lots, if vacant, is likely now to two years.

Maximally Productive Use:

Highest and Best Use Conclusion – As If Vacant

Based on the above discussion, the highest and best use of the subject as vacant individual lots would be for new residential home development.

As the zoning currently exists, even with public water and sewer, none of the lots in the subject neighborhood could be subdivided.

Assuming a zoning change, the appraiser considered if the existing lots could be subdivided. Below is an example of a typical 2.5 acre lot in the subject neighborhood:



Highest and Best Use – continued

The lot on the prior page has an area of 2.5 acres, a width of 275', and an approximate average lot depth of 396'.

Based on the assumed minimum lot widths of 66' to 80', the indicated lot could support 3 to 4 smaller sites that would have a minimum width of 66' or 80'. These lots would be very deep and would give the appearance of being very narrow.

The appraiser identified three land sales in Princeton, one in Zimmerman, and one in Cambridge that had public utilities:

210 4th Avenue South, Princeton sold on June 30, 2023 for \$35,000. The gross site area is 8,712 SF or 0.2 acres.

706 9th Street North, Princeton sold on October 24, 2023 for \$92,500. The gross site area is 29,403 SF or 0.675 acres. This sale allowed for two family homes.

1009 8th Avenue North, Princeton sold on May 5, 2023 for \$85,000. The gross site area is 19,602 SF or 0.45 acres.

13795 9th Avenue South, Zimmerman sold on May 10, 2023 for \$60,000. The gross site area is 13,939 SF or 0.32 acres.

10XX 16th Avenue Southeast, Cambridge sold on October 31, 2023 for \$68,000. The gross site area is 47,916 SF or 1.1 acres.

The above prices would indicate that the subject lots, which would be between 0.63 and 0.83 acres in size, could sell for around \$75,000. The total retail sale price would range from \$225,000 to \$300,000 for the entire lot if subdivided.

Note: This retail price does not reflect deductions for subdivision costs, which include platting, selling costs, absorption, holding costs, entrepreneurial incentive, assessments, etc. Historically, for small subdivisions, these costs can total between 15% and 40%+ of the retail value. Therefore, the "as is" price range, assuming 30% costs, would actually be \$157,500 to \$210,000. From this amount, the assessment for the street and utilities would need to be deducted, which is \$90,500. The final adjusted range, which accounting for this cost, is \$67,500 to \$119,500.

The appraiser identified the following sales in the area of 2.5+ acre sites with private utilities:

31867 147th Street, Blue Hill Township sold on January 16, 2024 for \$77,500. The property has 3.32 acres.

306XX 144th Street Northwest, Baldwin Township sold on July 28, 2023 for \$120,000. The property has 5.03 acres.

TBD 144th Street Northwest, Baldwin Township sold on April 27, 2023 for \$76,900. The property has 2.53 acres.

XXXX 301st Avenue Northwest, Blue Hill township sold on November 9, 2023 for \$135,000. The property has 4.17 acres.

Lot 8 Block 1 305th Avenue Northwest, Baldwin Township sold on July 26, 2023 for \$139,900. The property has 9.65 acres.

Highest and Best Use – continued

The sales data would likely indicate that a 2.5 acre lot would sell for around \$75,000.

It is clear that the retail price, and even discounted retail price, of the land would increase as a result of utilities (ability to be subdivided), and, that the price would be greater than the existing land value without utilities. However, the market demand in Baldwin Township primarily prefers large lots and outbuildings. The smaller lots (widths of 66' and 80') would be atypical of the market. This could increase marketing time, holding costs, entrepreneurial incentive, etc.

When considering market demand, it is difficult to envision a potential buyer purchasing a smaller lot for \$75,000 and being atypical of the market, especially when there are existing larger lots (2.5+ acres) that can be had for the same price and are typical of the market.

This consideration is especially true as a buyer desiring public utilities on a smaller lot could easily purchase land or a home in Elk River, Princeton, Zimmerman, Ramsey, Rogers, etc. These communities are generally closer-in and have shorter commute times. The appeal of a small lot in Baldwin Township is greatly diminished when considering that other communities with small lots have greater appeal.

Based on the above discussion, the highest and best use of the subject as vacant individual lots would be for new residential home development with the existing lot sizes of 2.5+ acres. While there is potential to subdivide the lots, this product type is untested in the Baldwin Township market and might not be popular.

It should be noted that the subject neighborhood is comprised of 20 separate lots with separate owners. The existing road layout is fixed. If all 20 lots were owned by one owner, and the public right-of-way did not exist, development of 50+ acres with smaller lot homes could be feasible. This scenario does not exist. The existing subject neighborhood is not optimal for small lot development with 20 separate parcels and separate owners.

Most new home construction in the market is on lots 2.5 acres or larger, three car garages, and 1,500 SF or more of above grade finished area. Buyers routinely construct outbuildings after purchase.

Most Probable Buyer: The most probable buyer of the subject property would likely be a developer, or a buyer that would develop the site and then move into the home.

Highest and Best Use – continued

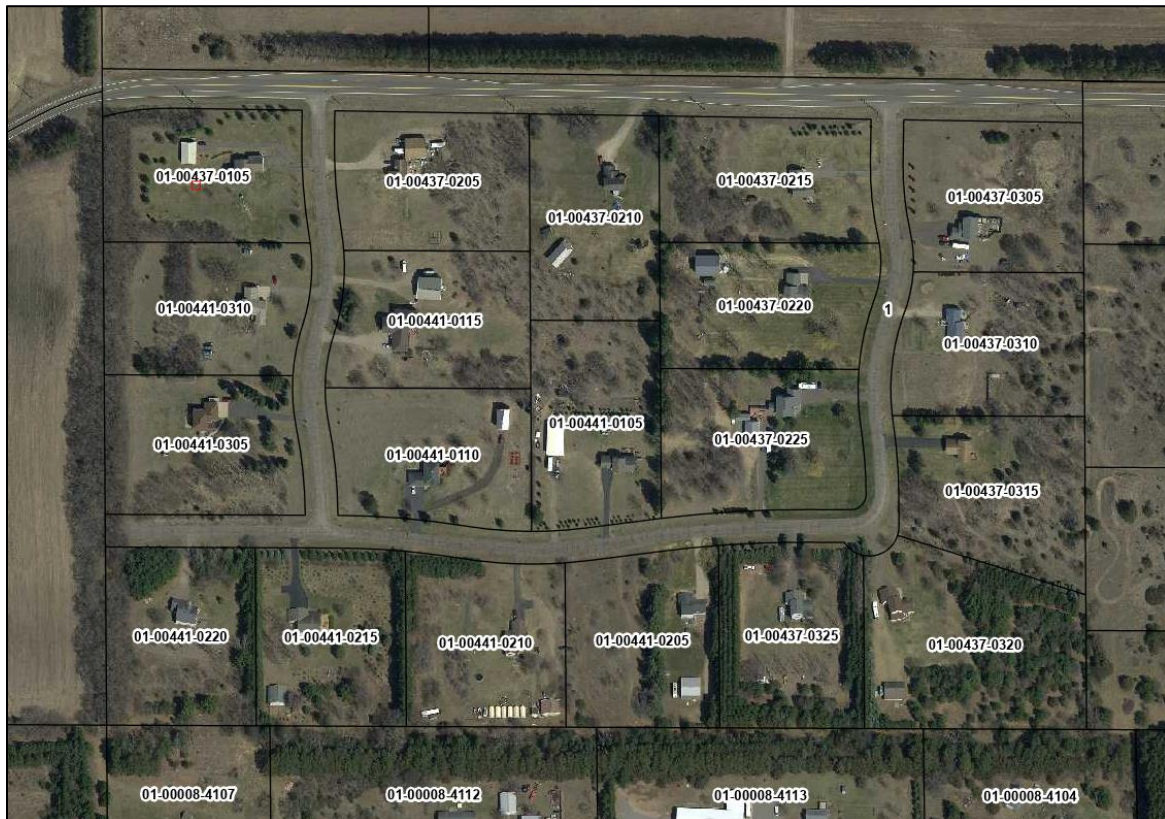
Site as Improved: The use that should be made of the real estate as it exists (i.e., as currently improved or as if improved as proposed). (The Appraisal of Real Estate, 15th Edition, page 307)

Legally Permissible Uses: The existing residential uses in the subject neighborhood appear to be legally conforming. There are no known or reported legality or conformance issues for the subject properties that could restrict the proposed use on an ongoing basis. If otherwise, the value opinion could differ.

The client requested consideration if public utilities would result in rezoning, specifically if the minimum site size was reduced. The appraiser considered nearby Princeton, which has public utilities. The two residential districts for Princeton allow for minimum site sizes of 9,800 SF and 12,500 SF. Minimum lot widths are generally 66' to 80'. The implied lot depth, based on the minimum width, would range from 148' to 156'.

Physically Possible Uses: The existing homes are generally located in the central portions of the sites with a typical setback from the road of 80' to 100' +/- . Most driveways are paved. Many of the homes in the neighborhood have outbuildings. The homes have private well and septic. Public electricity, gas, water, and sanitary sewer are available.

Assuming the minimum lot size is reduced, the subject parcels have potential to be subdivided. The following reflects the subject neighborhood:



Highest and Best Use – continued

As can be observed on the prior page, many of the existing residential homes are located in the central portion of the sites. Outbuildings are typically offset from the homes, a small number are built behind the home near the rear of the site.

Physically, it would be difficult to subdivide the sites with homes in the middle. When considering minimum lots widths and side yard setbacks, most sites could support maybe one additional homesite.

For example, the below site (red outline) has a total width 282'. It is clear that one homesite would be supported, which is assumed to have a width of 80' and is outlined in dashed yellow. There is not enough lot width to support another lot, when considering the existing home. This is also true for a 66' wide lot. For proof, the distance from the southern most point of the home to the south lot boundary is 126' +/- . Princeton minimum side yard setbacks are 10' from living area. Therefore, the maximum available width is 126' less 10' = 116'. Two lots cannot be created out of this width.



The above example is common in the subject neighborhood.

Highest and Best Use – continued

Another example common in the subject neighborhood is a home in the center of the site; the property is outlined in red.

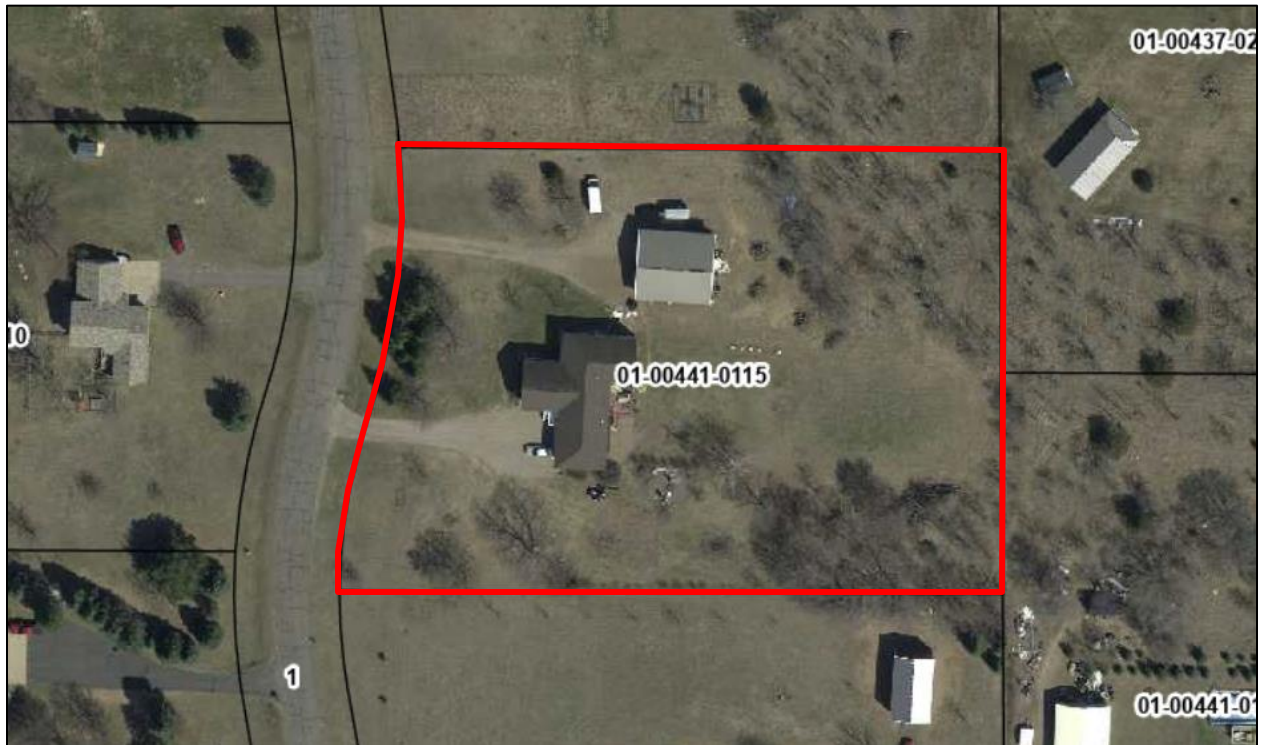


This lot has a width of 268'. From the northern property line to the garage, the width is 88'. From the southern property line to the home is 106'.

From a technical standpoint, this lot could be split into three lots, with either 66' or 80' wide lots. However, these lots would "crowd" the existing home on the site.

Highest and Best Use – continued

Another example is a home and outbuilding:



Here, to the north, a lot could only be created if the outbuilding is razed. This would result in a loss in value to the existing home and is not logical.

To the south of the home, the width is approximately 69'. When considering side yard setbacks (5' for garage), this is not enough room to create a new lot.

In this example, no new lots could be created.

Highest and Best Use – continued

The final example is a corner lot:



Here, it is possible to create lots along the southern property line. The distance between the outbuilding and southern lot line is 142'. When considering implied minimum lot depths of 148' to 156', it is clear that only one or two lots could be created oriented "east/west". Multiple lots oriented "north/south" along the southern road would not be possible.

Overall, it appears that physically, most sites in the subject neighborhood would support one to two lots, plus the existing home lot (i.e. two to three total lots).

Given current age and condition of the improvements, in addition to land values in the area, redevelopment (razing) of the subject sites are not considered a viable options at this time. Further discussion will be provided regarding market demand for lot splits.

Financially Feasible Uses:

Surrounding Uses: Uses in the immediate subject area are a mixture of rural residential, industrial, and agricultural. The subject neighborhood has convenient proximity to Highway 169. The existing residential uses are supported by the surrounding uses.

Highest and Best Use – continued

Market Demand: Market demand (buyers) for residential homes in Baldwin Township is rated to be average. The existing market appears to be in an undersupply. Buyers are purchasing new homes and previously owned homes. Buyers in this market appear to prioritize large lots (2.5 acres +) and outbuildings.

The subject neighborhood homes have public water and sanitary sewer available. This does add appeal in the market. However, the homes have existing wells and septic systems. Connection to public utilities would result in closing the well and septic systems.

The new roads in the subject neighborhood are appealing to potential buyers.

The appraiser concluded that there is potential for existing sites to be subdivided. However, similar to the Site As Vacant analysis, there are no small lot sites in Baldwin Township. This product type would be untested in the market and is considered extremely risky.

Furthermore, when splitting a lot, consideration must be given to the existing home. Creation of new lots would increase density; the existing homes and new homes would be nonconforming. Typically in a subdivision, homes are constructed roughly during the same time period. These homes have similar designs, materials, etc. as their neighbors. If split, new homes would be compared to homes constructed between 1994 and 2001. This is nonconforming, and might impact market prices.

Splitting lots would also result in non-optimal lot splits. In new subdivisions, developers plan lot locations to create ideal spacing between homes and appealing sightlines. When splitting existing lots, the homes have already been constructed. The sightlines in the existing homes can conflict with the new homes.

When considering the market preference in Baldwin Township for larger lots and outbuildings, it is considered speculative that lot splits in the subject neighborhood would be accepted by the market. Essentially, if split, smaller lots might take longer to sell and might sell for a lower price. The existing homes might also sell for less, due to a loss of outbuilding potential and reduction of privacy.

Property History / Performance: The subject homes were developed between 1994 to 2001. The properties generally appear to be owner occupied, which is typical of this market. A continued residential use is logical and supported for each site in the subject neighborhood.

Financing: Financing is available; interest rates have been increasing to combat inflation. Current residential loan terms are 5% to 20%+ down, 6.00% to 8.50% interest rates, and 30-year amortization periods.

Financially Feasible Uses: The existing residential uses appear to be feasible. The appraiser considered if a homesite was razed. Based on the As Vacant analysis, land sales indicated a retail price of \$225,000 to \$300,000.

Home sales in the past three years in the subject neighborhood range from \$330,000 to \$435,000. The most recent sale was in May 26, 2023 was for \$404,000.

It is clear, without consideration of subdivision costs, that the existing home prices exceed the redevelopment price. If subdivision costs are considered of 20%, the range is \$180,000 to \$240,000, which is even lower. If assessment costs are deducted, the range decreases further to \$67,500 to \$119,500

Highest and Best Use – continued

Based on these prices, the market would not raze any of the homes in the subject neighborhood for subdivision.

As noted in the Physically Possible and Market Demand sections, there could be potential to create one or two additional lots.

However, it is likely that these lots would be irregular and not consistent with the market. This would result in lower lot prices, and a likely impact to the existing home price as well.

Overall, it is considered unlikely that owners would subdivide their sites, as this would not be consistent with market demand in Baldwin Township. Specifically, there are smaller lots with public utilities in more appealing communities.

Assessment Financial Feasibility: The appraiser also considered if the market benefit to the project would offset the hypothetical assessments. As analyzed later in this report, the market benefit ranges for the utility and street projects are:

Utility Benefit: \$0 to \$13,000 per property
Street Benefit: \$10,000 to \$15,000 per property
Total Benefit: \$10,000 to \$28,000 per property

The utility benefit reflects having water and sewer in the street, but not connected to the home. In addition to the potential assessment, an owner would incur additional costs to connect, which include service lines, SAC and WAC charges, cost to decommission existing wells and septic, etc.

The indicated assessment amount, per client, for each property is \$90,500. If assessed at 100% of cost, the market benefit does not support the project.

As noted, the property owners must also incur additional costs above and beyond the assessment to connect to public utilities. These additional costs are:

2.5 Acre Lot
\$46,630

When considering the initial assessment amount of \$90,500 plus the additional costs, the total costs are:

2.5 Acre Lot
\$137,130

These total costs exceed the market benefit range of \$10,000 to \$28,000 per property. A market participant would conclude that doing the project is not financially viable for a property owner.

Highest and Best Use – continued

Maximally Productive Use:

Highest and Best Use Conclusion – As If Improved

The subject neighborhood is comprised of twenty homes. Overall, the homes appear to be in average condition and to have average appeal.

Given the above discussion, the overall highest and best use as improved of the subject sites is considered to be for the existing residential use. While the sites have public utilities available, the owners would likely not subdivide the properties as subdivision is not supported in the market. Many properties might not even connect to the public water and sewer, due to the high connection costs.

Most Probable Buyer: The most likely buyer of the subject homes would be for owner occupancy.

The subject homes are somewhat similar to the ideal improvement.

VALUATION METHODOLOGY

The intended use of this appraisal is to indicate the market benefit for a utility and street project. Specifically, the scope of the assignment is to provide the indicated market benefit to the subject neighborhood as a result of the utility and road project.

Appraisers generally use two methods to indicate market benefit, if any, for a property component. These methods can be used to indicate the increase value of a new roof, windows, garage doors, furnace, flooring, windows, street, etc.

The first method is to select comparables that have similar characteristics “Before” the project and then comparables that have similar characteristics “After” the project. For example, assuming a proposed roof project, an appraiser might select comparables in the “Before” with old roofs and then comparables in the “After” with new roofs. In this way, the difference between the “Before” and “After” values can be measured to indicate the increase in value due to the new roof.

The second method is called “paired data analysis” or “paired sales analysis”. Per The Dictionary of Real Estate, 7th Edition, the definition of paired data analysis is:

“A quantitative technique used to identify and measure adjustments to the sale prices or rents of comparable properties. To apply this technique, sales or rental data on nearly identical properties, or adjusted data, is compared to isolate and estimate a single characteristic’s effect on value or rent. Often referred to as paired sales analysis.”

In this technique, two sales are compared with all differences adjusted for except the item of comparison. Returning to the roof example, one sale with an old roof might be compared to a sale with a new roof. After making adjustments for building size, age, appeal, etc., the only unadjusted component is for the roof. The difference in price can be attributed to the roof component.

The appraiser considered both techniques. As specific homes are not appraised, the first technique is not applicable. Because of this, the appraiser considered a “paired data analysis” to indicate a market adjustment for utilities and road condition. The appraiser used the Sales Comparison Approach to conduct the paired data analysis.

COST APPROACH

The Cost Approach is not applicable or reliable given the age of the existing improvements and significant depreciation adjustments.

INCOME APPROACH

The Income Approach was considered; however, homes in the subject market are almost exclusively owner occupied. As such, this approach is not considered reliable or relevant and is therefore not applied.

SALES COMPARISON APPROACH – PAIRED SALES ANALYSIS

In the sales comparison approach, an opinion of market value is developed by comparing properties similar to the subject property that have recently sold, are listed for sale, or are under contract (i.e., for which purchase offers and a deposit have been recently submitted). A major premise of the sales comparison approach is that an opinion of the market value of a property can be supported by studying the market's reaction to comparable and competitive properties. (The Appraisal of Real Estate, 15th Edition, page 351)

Supply and Demand: Property prices result from negotiations between buyers and sellers. In a market with many buyers and sellers, buyers make up the market demand the properties offered for sale or lease currently or in the foreseeable future make up the supply. To estimate demand, appraisers consider the number of potential users of a particular type of property, their purchasing power, and their tastes and preferences. To analyze supply, appraisers focus on existing properties that are available on the market as well as properties that are being constructed, converted, or planned. (The Appraisal of Real Estate, 15th Edition, page 352)

Substitution: The principle of substitution holds that the value of property tends to be set by the cost of acquiring a substitute or alternative property of similar utility and desirability within a reasonable amount of time. (The Appraisal of Real Estate, 15th Edition, page 352)

Balance: The forces of supply and demand tend toward equilibrium, or balance, in the market, but absolute equilibrium is almost never attained. Due to shifts in population, purchasing power, consumer tastes and preferences, and many other factors, demand varies greatly over time. The construction of new buildings, conversion of existing buildings to other uses, and demolition of old buildings cause supply to vary as well. (The Appraisal of Real Estate, 15th Edition, page 352)

Externalities: External forces affect all types of property in positive or negative ways. Periods of economic growth and economic decline influence property values. Appraisers analyze the market area of the subject property to identify all significant external influences. (The Appraisal of Real Estate, 15th Edition, page 353)

When possible, select comparables with similar location, economic conditions and support facilities.

The Following Outline Is Used In The Sales Comparison Approach:

- Comparable paired sales are listed and analyzed.

- Findings are summarized and market benefits concluded

Paired Sales Analysis – Continued

A paired sales analysis will be utilized to show the difference in value of properties located on a fair, average, or good street, along with the in-between variations. The analysis will also consider the market benefit for public utilities.

Paired Data Analysis: A quantitative technique used to identify and measure adjustments to the sale prices or rents of comparable properties. To apply this technique, sales or rental data on nearly identical properties, or adjusted data, is compared to isolate and estimate a single characteristic's effect on value or rent. Often referred to as paired sales analysis.

Source: The Dictionary of Real Estate, 7th Edition

The Following Outline Is Used In The Sale Comparison Approach:

- Paired sales are listed and adjusted
- The summary of paired sales data is discussed.
- A correlated value diminution rate is concluded and applied
- A conclusion of value is provided.

Comparable Selection Comments: Sales from the area, or competing areas, will be considered.

Methodology: Comparable A reflects a property with a superior condition street or with utilities. Comparable B reflects a property located on an inferior street or with no utilities. Comparable B will be adjusted to Comparable A to account for any value related differences. The value impact of the road condition or utilities will not be adjusted; the difference in the adjusted price per SF of Comp A vs. Comp B can be attributed to the condition of the road or utilities.

Paired Sales Analysis – Continued

Pair 1 – Public and Private Utilities

Sale A	Sale B
	
Public Utilities	Private Well & Septic



Paired Sales Analysis – Continued

Paired Sale 1 - Utilities		
	Sale A	Sale B
Address	138 20th Avenue SW Cambridge	31426 Central Drive NE Cambridge
Terms	Conventional	Conventional
Conditions	Typical	Typical
Date Sold	Jun-22	Jul-22
Location	Average	Average
Site Size SF	108,900	217,800
Design/Appeal	Rambler	Rambler
Age	1971	1970
Condition	Dated	Dated
Quality/Appeal	Average	Average
Room Count	Average	Average
Abv Grade SF	1,656	1,318
Bsmt Type	Full	Walkout
Bsmt SF	1,656	1,318
Bsmt Fin SF	472	900
Upgrades	Average	Average
HVAC	GFA / Central	GFA / CA
Utilities	Public	Private
Street Condition	Average -, Curb	Average, no curb
Garage	2 stalls	2 stalls
Landscaping/Drive	Average	Average
View	Average	Average
Other	Outbuilding	Deck
Total Sale Price	\$360,000	\$325,000
Adjustments		
Terms	Conventional	
Conditions	Typical	
Sale Date	Jun-22	(\$1,300)
Location	Average	
Site Size SF	108,900	(\$54,450)
Design/Appeal	Rambler	
Age	1971	\$250
Condition	Dated	
Quality	Average	
Room Count	Average	
Abv Grade SF	1,656	\$33,800
Bsmt Type	Full	(\$5,000)
Bsmt SF	1,656	\$5,070
Bsmt Fin SF	472	(\$12,840)
Upgrades	Average	
HVAC	GFA / Central	
Utilities	Public	
Street Condition	Average -, Curb	(\$5,000)
Garage	2 stalls	
Landscaping	Average	
View	Average	
Other	Outbuilding	\$15,000
Net Adjustment	--	(\$24,470)
Adjusted Price	\$360,000	\$300,530
Difference (Sale A minus B)		\$59,470

Paired Sale 1 reflects an increase of \$59,470 for public utilities and a street with a curb. Sale A has potential to be subdivided, which is consistent with the subject neighborhood after the proposed utility project.

Paired Sales Analysis – Continued

Pair 2 – Public and Private Utilities

Sale A	Sale B
	
Public Utilities	Private Well & Septic

Paired Sales Analysis – Continued

Paired Sale 2 - Utilities		
	Sale A	Sale B
Address	138 20th Avenue SW Cambridge	31680 Jackson Road NE Cambridge
Terms	Conventional	Conventional
Conditions	Typical	Typical
Date Sold	Jun-22	Apr-21
Location	Average	Average
Site Size SF	108,900	206,910
Design/Appeal	Rambler	Rambler
Age	1971	1977
Condition	Dated	Dated
Quality/Appeal	Average	Average
Room Count	Average	Average
Abv Grade SF	1,656	2,086
Bsmt Type	Full	None
Bsmt SF	1,656	0
Bsmt Fin SF	472	0
Upgrades	Average	Average
HVAC	GFA / Central	GFA / CA
Utilities	Public	Private
Street Condition	Average -, curb	Average -, no curb
Garage	2 stalls	2 stalls
Landscaping/Drive	Average	Average
View	Average	Average
Other	Outbuilding	Outbuilding
Total Sale Price	\$360,000	\$299,000
Adjustments		
Terms	Conventional	
Conditions	Typical	
Sale Date	Jun-22	\$14,551
Location	Average	\$20,000
Site Size SF	108,900	(\$49,005)
Design/Appeal	Rambler	
Age	1971	(\$1,500)
Condition	Dated	
Quality	Average	
Room Count	Average	
Abv Grade SF	1,656	(\$43,000)
Bsmt Type	Full	\$10,000
Bsmt SF	1,656	\$24,840
Bsmt Fin SF	472	\$14,160
Upgrades	Average	
HVAC	GFA / Central	
Utilities	Public	
Street Condition	Average -, curb	
Garage	2 stalls	
Landscaping	Average	
View	Average	
Other	Outbuilding	\$15,000
Net Adjustment	--	\$5,046
Adjusted Price	\$360,000	\$304,046
Difference (Sale A minus B)		\$55,954

Paired Sale 2 reflects an increase of \$55,954 for public utilities and a street with a curb. Sale A has potential to be subdivided, which is consistent with the subject neighborhood after the proposed utility project.

Paired Sales Analysis – Continued

Pair 3 – Public and Private Utilities

Sale A	Sale B
	
Public Utilities	Private Well & Septic

Paired Sales Analysis – Continued

Paired Sale 3 - Utilities		
	Sale A	Sale B
Address	37735 Greenway Avenue North Branch	4828 Pine Lake Rd NE Cambridge
Terms	Conventional	Conventional
Conditions	Typical	Typical
Date Sold	Oct-22	Sep-22
Location	Average	Average
Site Size SF	87,120	130,680
Design/Appeal	Two Story	1.5 Story
Age	1900	1890
Condition	Dated	Average
Quality/Appeal	Average	Average
Room Count	Average	Average
Abv Grade SF	1,917	1,661
Bsmt Type	Full	Full
Bsmt SF	919	1,098
Bsmt Fin SF	600	0
Upgrades	Average	Average
HVAC	GFA / Central	BB Heat / No AC
Utilities	Public	Private
Street Condition	Fair, curb	Fair, no curb
Garage	None	2 stalls
Landscaping/Drive	Average	Average
View	Average	Average
Other	Deck, Shed	Outbuilding, patio
Total Sale Price	\$288,400	\$316,800
Adjustments		
Terms	Conventional	
Conditions	Typical	
Sale Date	Oct-22	\$1,126
Location	Average	
Site Size SF	87,120	(\$21,780)
Design/Appeal	Two Story	\$5,000
Age	1900	\$2,500
Condition	Dated	(\$31,680)
Quality	Average	
Room Count	Average	
Abv Grade SF	1,917	\$19,200
Bsmt Type	Full	
Bsmt SF	919	(\$2,685)
Bsmt Fin SF	600	\$12,000
Upgrades	Average	
HVAC	GFA / Central	\$10,000
Utilities	Public	
Street Condition	Fair, curb	
Garage	None	(\$30,000)
Landscaping	Average	
View	Average	
Other	Deck, Shed	(\$25,000)
Net Adjustment	--	(\$61,319)
Adjusted Price	\$288,400	\$255,481
Difference (Sale A minus B)		\$32,919

Paired Sale 3 reflects an increase of \$32,919 for public utilities and a street with a curb. Sale A has potential to be subdivided, which is consistent with the subject neighborhood after the proposed utility project.

Paired Sales Analysis – Continued

Pair 4 – Public and Private Utilities

Sale A	Sale B
	
Public Utilities	Private Well & Septic

Paired Sales Analysis – Continued

Paired Sale 4 - Utilities		
	Sale A	Sale B
Address	2106 250th Street St. Augusta	23654 Gaberdine Road St. Augusta
Terms	Conventional	Conventional
Conditions	Typical	Typical
Date Sold	Jan-22	Oct-21
Location	Average	Average
Site Size SF	96,268	108,900
Design/Appeal	Split	Split
Age	1978	1986
Condition	Average	Average
Quality/Appeal	Average	Avg/Good
Room Count	Average	Average
Abv Grade SF	1,583	1,565
Bsmt Type	Lookout	Lookout
Bsmt SF	1,583	1,372
Bsmt Fin SF	1,194	1,063
Upgrades	Average	Average
HVAC	GFA / Central	GFA / Central
Utilities	Public	Private
Street Condition	Average -, no curb	Average -, no curb
Garage	2 stalls	3 stalls
Landscaping/Drive	Average	Average
View	Average	Creek
Other	Patio, Outbuilding	Deck
Total Sale Price	\$367,400	\$343,000
Adjustments		
Terms	Conventional	
Conditions	Typical	
Sale Date	Jan-22	\$3,125
Location	Average	\$17,150
Site Size SF	96,268	(\$6,316)
Design/Appeal	Split	
Age	1978	(\$2,000)
Condition	Average	
Quality	Average	(\$17,150)
Room Count	Average	
Abv Grade SF	1,583	\$1,800
Bsmt Type	Lookout	
Bsmt SF	1,583	\$3,165
Bsmt Fin SF	1,194	\$3,275
Upgrades	Average	
HVAC	GFA / Central	
Utilities	Public	
Street Condition	Average -, no curb	
Garage	2 stalls	(\$10,000)
Landscaping	Average	
View	Average	(\$15,000)
Other	Patio, Outbuilding	\$15,000
Net Adjustment	--	(\$6,951)
Adjusted Price	\$367,400	\$336,049
Difference (Sale A minus B)		\$31,351

Paired Sale 4 reflects an increase of \$31,351 for public utilities, neither sale had curb. Sale A has potential to be subdivided, which is consistent with the subject neighborhood after the proposed utility project.

Paired Sales Analysis – Continued

Conclusion

The paired sales on the previous pages indicated the following:

Pair 1: A \$59,470 increase for public utilities and street with curb

Pair 2: A \$55,954 increase for public utilities and street with curb

Pair 3: A \$32,919 increase for public utilities and street with curb

Pair 4: A \$31,351 increase for public utilities, neither street has a curb

Paired Sales 1, 2, and 3 include two differences; the first is for public utilities while the second is for a street with curbing. Pair 4 reflects public utilities only, and is the lowest of the four pairs.

It is also important to note that the sales with public utilities are already connected. This means that service lines are running from the house to the street, SAC & WAC charges have been paid, etc.

When considering only the market difference for public utilities as compared to private utilities, the appraiser concludes to the following market benefit for the subject neighborhood:

\$45,000 to \$60,000 per property

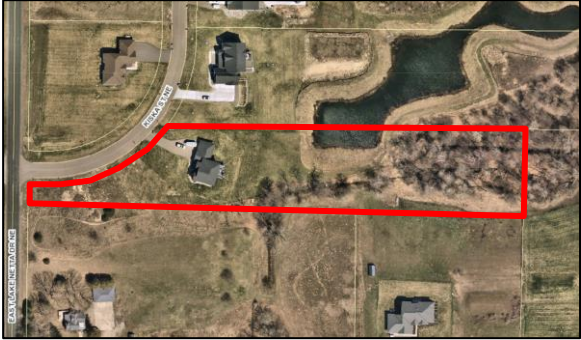
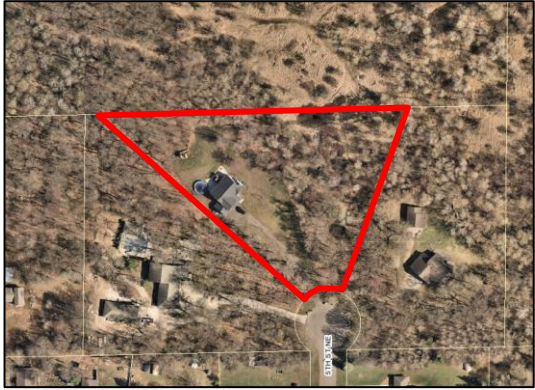
As shown previously, the cost to connect, per client, is \$46,630 per property (see page 47). Therefore, the benefit for having water and sewer available, is calculated as a deduction of the cost to connect. The benefit range is therefore:

\$0 to \$13,000 per property, rounded

A separate road analysis, with paired sales, is conducted on the following pages to consider the market benefit due to the new street, with curb.

Paired Sales Analysis – Continued

Pair 1 – Road Condition

Sale A	Sale B
	
<p>Street Condition: Good, curb (new development)</p>	<p>Street Condition: Average, no curb</p>



Paired Sales Analysis – Continued

Pair 1 - Road Condition		
	Sale A	Sale B
Address	16359 Kiska Street NE Ham Lake	15526 5th Street Ham Lake
Terms	Market	Market
Conditions	Typical	Typical
Date Sold	Jul-20	Feb-20
Location	Average	Average
Site Size SF	127,631	109,336
Use	Residential	Residential
Utilities	Private	Private
Street Condition	Good, curb	Average, no curb
View	Pond	Average
Site Appeal	Narrow	Average
Total Sale Price	\$128,500	\$115,000
Adjustments		
Terms	Market	
Conditions	Typical	
Sale Date	Jul-20	\$901
Location	Average	
Site Size SF	127,631	\$4,574
Use	Residential	
Utilities	Private	
Street Condition	Good, curb	
View	Pond	\$5,750
Site Appeal	Narrow	(\$5,750)
Net Adjustment	--	\$5,475
Adjusted Price	\$128,500	\$120,475
Difference (Sale A minus B)		\$8,025

Paired Sale 1 indicates an \$8,025 increase when going from an average condition street with no curb to a good condition street with curb.

Paired Sales Analysis – Continued

Pair 2 – Road Condition

Sale A	Sale B
	
<p>Street Condition: Good, curb (new development)</p>	<p>Street Condition: Average –, no curb</p>



Paired Sales Analysis – Continued

Pair 2 - Road Condition		
	Sale A	Sale B
Address	668 174th Avenue NE Ham Lake	534 175th Avenue NE Ham Lake
Terms	Market	Market
Conditions	Typical	Typical
Date Sold	Nov-21	Oct-21
Location	Average	Traffic
Site Size SF	59,677	42,689
Use	Residential	Residential
Utilities	Private	Private
Street Condition	Good, curb	Average -, no curb
View	Average	Average
Site Appeal	Average	Irregular
Total Sale Price	\$145,000	\$115,000
Adjustments		
Terms	Market	
Conditions	Typical	
Sale Date	Nov-21	\$109
Location	Average	\$5,750
Site Size SF	59,677	\$4,247
Use	Residential	
Utilities	Private	
Street Condition	Good, curb	
View	Average	
Site Appeal	Average	\$5,750
Net Adjustment	--	\$15,856
Adjusted Price	\$145,000	\$130,856
Difference (Sale A minus B)		\$14,144

Paired Sale 2 indicates a \$14,144 increase when going from an Average – street with no curb to a good, new street with curb.

Paired Sales Analysis – Continued

Pair 3 – Road Condition

Sale A	Sale B
	
<p>Street Condition: Good, curb (new development)</p>	<p>Street Condition: Poor, gravel</p>

Paired Sales Analysis – Continued

Pair 3 - Road Condition		
	Sale A	Sale B
Address	6743 16th Street Princeton Township	5366 80th Street Bogus Brook Twp
Terms	Market	Market
Conditions	Typical	Typical
Date Sold	Mar-21	Oct-22
Location	Average	Fair
Site Size SF	106,445	114,024
Use	Residential	Residential
Utilities	Private	Private
Street Condition	Good, curb	Poor, gravel
View	Average	Average
Site Appeal	Average	Average
Total Sale Price	\$70,000	\$35,000
Adjustments		
Terms	Market	
Conditions	Typical	
Sale Date	Mar-21	(\$1,087)
Location	Average	\$10,500
Site Size SF	106,445	(\$1,137)
Use	Residential	
Utilities	Private	
Street Condition	Good, curb	
View	Average	
Site Appeal	Average	
Net Adjustment	--	\$8,276
Adjusted Price	\$70,000	\$43,276
Difference (Sale A minus B)		\$26,724

Paired Sale 3 indicates a \$26,724 increase going from a gravel street with no curb to a paved street with curb.

Paired Sales Analysis – Continued

Conclusion

The paired sales on the previous pages indicated the following:

Pair 1: An \$8,025 increase from Average (no curb) to Good (curb)

Pair 2: A \$14,144 increase from Average – (no curb) to Good (curb)

Pair 3: A \$26,724 increase from Poor (gravel, no curb) to Good (curb)

The existing subject neighborhood streets have paved asphalt with no curbing. The paired sales indicated a market increase for a new street.

The total range is \$8,025 to \$26,724. Paired Sale 3 represents a more substantial change, gravel to paved. Paired Sales 1 and 2 are more reflective of the change to the subject neighborhood.

Based on the above data, as well as prior street assessment projects, the appraiser concludes to a likely street project benefit range for the subject neighborhood of:

\$10,000 to \$15,000 per property

RECONCILIATION

Indicated Value by Cost Approach	Not Applied
Indicated Value by Sales Comparison Approach – Utility Benefit Range	\$0 to \$13,000 per property
Indicated Value by Sales Comparison Approach – Street Benefit Range	\$10,000 to \$15,000 per property
Indicated Value by Income Approach	Not Applied

The **Cost Approach** to value was determined to be not applicable and was therefore not applied.

The Direct **Sales Comparison Approach** to value considered a paired data analysis to indicate the market benefit for public utilities and a new road.

The **Income Approach** to value was determined to be not applicable and was therefore not applied.

Conclusion: Primary weight has been given to the Sales Comparison Approach as it was considered to be the most applicable and reliable approach to value. Therefore, the following value is concluded:

Public Utilities Market Benefit Range	\$0 to \$13,000 per property*
Street Market Benefit Range	\$10,000 to \$15,000 per property*

* per property references each existing property (PID) in the neighborhood

EXPOSURE TIME / MARKETING TIME

Reasonable Exposure Time: <i>Typically less than 4 months <u>before</u> the effective date of the appraisal.</i>	Marketing Time Opinion: <i>4 months or less <u>after</u> the effective date of the appraisal.</i>
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DEFINITIONS

MARKET VALUE - The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

(A) buyer and seller are typically motivated;

(B) both parties are well informed or well advised, and acting in what they consider their own best interests;

(C) a reasonable time is allowed for exposure in the open market;

(D) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and

(E) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

Source: Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute

ENVIRONMENTAL & STRUCTURAL ISSUES

Regarding any adverse environmental and/or improvement structural conditions (such as, but not limited to, hazardous wastes, toxic substances, mold, construction defects or inadequacies, etc.) present in the improvements, on the site, or in the immediate vicinity of the subject property: **None are apparent**, however, appraiser is not an expert in this field. Value assumes no hazardous or structural conditions exist. Value assumes any abandoned wells will be properly sealed. If any of these conditions exist the appraised value could differ significantly.

EXTRAORDINARY ASSUMPTIONS & HYPOTHETICAL CONDITIONS

As stated by USPAP;

Extraordinary Assumption: An assumption, directly related to a specific assignment, which, if found to be false, could alter the appraiser's opinions of conclusions.

Appraised value assumes a zoning change after the project to smaller minimum lot sizes. If found otherwise, the value could differ.

Hypothetical Condition: That which is contrary to what exists but is supposed for the purpose of analysis.

Appraised value assumes the hypothetical project occurs on the effective date of the appraisal. If found otherwise, the value could differ.

ASSUMPTIONS AND LIMITING CONDITIONS

1. The appraisers assume no responsibility for matters of a legal nature affecting the property appraised or the title thereto, nor do the appraisers render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership and good management.
2. The furnished legal description is assumed to be correct.
3. Any sketch in the report may show approximate dimensions and is included to assist the reader in visualizing the property. The appraisers have made no survey of the property. It is assumed unless otherwise noted that no survey has been viewed and that all improvements are located within the legally described property.
4. The appraisers are not required to give testimony or appear in court because of having made the appraisal with reference to the property in question, unless arrangements have been previously made therefore.
5. The distribution of the total valuation in this report between land and improvements applies only under the reported highest and best use of the property. The allocations of value for land and improvements must not be used in conjunction with any other appraisal and are invalid if so used.
6. The appraisers assume that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable. The appraisers assume no responsibility for such conditions, or for engineering, which might be required to discover such factors.
7. Unless otherwise stated in this report, the existence of hazardous materials, which may or may not be present on the property, was not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, radon gas, or other potentially hazardous materials may affect the value of the property. The value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them. The client is urged to retain an expert in this field, if desired.
8. Information, estimates, and opinions furnished to the appraisers, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, the appraisers can assume no responsibility for accuracy of such items furnished the appraisers.
9. Disclosure of the contents of the appraisal report is governed by the Bylaws and Regulations of the professional appraisal organizations with which the appraisers are affiliated. No part of the contents of this report, or copy thereof (including conclusions as to the property value, the identity of the appraiser, professional designations, reference to any professional appraisal organizations, or the firm with which the appraiser is connected), shall be disseminated to the public through advertising, public relations, news, sales, or any other public means of communications without the prior written consent and approval of the appraisers.

Assumptions & Limiting Conditions – continued

10. The appraisers have no present or contemplated future interest in the property appraised; and neither the employment to make the appraisal, nor the compensation for it, is contingent upon the appraised value of the property. The appraisers have no personal interest or bias with respect to the parties involved.

11. The appraiser has personally inspected the subject site (unless noted otherwise). The comparable sales data has been viewed via aerial maps, photographs and/or online street views along with file pictures, when available. To the best of the appraiser's knowledge and belief, all statements and information in this report are true and correct, and the appraisers have not knowingly withheld any significant information.

12. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and is our personal, unbiased professional analyses, opinions, and conclusions. Our analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice. The appraisal is for the sole use of the named client.

13. The Americans with Disabilities Act ("ADA") became effective January 26, 1992. We have not made a specific compliance survey and analysis of the property to determine whether or not it is in conformity with the various detailed requirements of the ADA. It is possible that a compliance survey of the property, together with a detailed analysis of the requirements of the ADA, could reveal that the property is not in compliance with one or more of the requirements of the Act. If so, this fact could have a negative effect upon the value of the property. Since we have no direct evidence relating to this issue, we did not consider possible non-compliance with the requirements of ADA in estimating the value of the property.

14. This appraisal assignment was not based on a requested minimum valuation or specific valuation or approval of a loan.

15. To the best of our knowledge and belief, the reported analysis, opinions, and conclusions were developed, and this report was prepared in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.

16. The appraised value opinion assumes all leases (if any) are current and paid in full as of the effective date of the appraisal.

17. Excel grids and tables may have slight deviations due to rounding, which may have a nominal impact on value.

18. The appraised value opinion assumes all formulas used in the Excel grids throughout the report are accurate.

19. Unless noted, value assumes no apparent adverse site, building or zoning issues or conditions.

20. Site and building sizes are based on public record, data services, client and/or appraiser measurement at the time of appraisal and are considered reliable, but not guaranteed. Actual sizes herein could vary if made by an engineer/surveyor/contractor.

21. If any of the above if found to be different, value could change.

CERTIFICATION

I certify that, to the best of my knowledge and belief:

- 1) The statements of fact contained in this report are true and correct.
- 2) The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analysis, opinions, and conclusions.
- 3) I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- 4) I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- 5) My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- 6) My compensation for completing this assignment is not contingent upon the development or reporting of predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- 7) My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
- 8) The reported analyses, opinions and conclusions were developed, and this report has been prepared in conformity with the requirements of the Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice, which includes the Uniform Standards of Appraisal Practice.
- 9) **Ethan Waytas** has made a personal inspection of the neighborhood that is the subject of this report. William R. Waytas did not inspect the neighborhood. Ethan Waytas wrote and selected all the data in the report. William R. Waytas read the report, concurred with the findings, and then co-signed the report.
- 10) No one provided significant professional assistance to the person signing this report.
- 11) In accordance with the competency provision USPAP, I have verified that my knowledge, experience and education are sufficient to allow me to competently complete this appraisal. See attached qualifications.
- 12) As of the date of this report, William R. Waytas and Ethan Waytas have completed the requirements of the continuing education program of the appraisal institute.
- 13) The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representative.
- 14) We **have not** provided services as an appraiser, regarding the subject property within the 3-year period immediately preceding acceptance to this assignment.



Ethan Waytas, MAI
Certified General MN 40368613
Date: see report



William R. Waytas, SRA
Certified General MN 4000813
Date: see report

QUALIFICATIONS

Appraisal Experience

Presently and since 2006, **Ethan Waytas, MAI** has been employed as an employee of Nagell Appraisal Incorporated, an independent appraisal firm (10 employees) who annually prepare 1,500 +/- appraisal reports of all types. He is currently a full time licensed certified general real estate appraiser, partner, and director of the company's IT department.

Properties appraised:

- **Commercial** - low and high-density multi-family, retail, office, industrial, restaurant, church, strip-mall, fast-food, convenience stores, auto-service and repair, cinema, numerous special use properties, and subdivision analysis.
- **Residential** – single-family residences, hobby farms, lakeshore, condominiums, townhouses, REO and land.
- **Eminent Domain** – extensive partial and total acquisition appraisal services provided to numerous governmental agencies and private owners.
- **Special Assessment** – numerous street improvement and utilities projects for both governmental and private owners.
- **Tax Appeal** – variety of property types, including commercial, industrial, and multi-family.
- **Clients** - served include banks, savings and loan associations, trust companies, corporations, governmental bodies, relocation companies, attorneys, REO companies, accountants and private individuals.
- **Area of Service** - numerous assignments throughout Minnesota.

Testimony

-- Court, commission, arbitration, mediation, etc. testimony has been given

Professional Membership, Associations & Affiliations

License: Certified General Real Property Appraiser, MN License #40368613
Holds the MAI designation from the Appraisal Institute

Education

-- Graduate of the University of Minnesota: College of Science and Engineering, Twin Cities Campus
Bachelor of Science in Computer Science, with distinction, 3.86 GPA.

General & Professional Practice Courses & Seminars

- Basic Appraisal Procedures
- Basic Appraisal Principles
- 2012-2013 15-Hour National Uniform Standards of Professional Appraisal Practice
- General Appraiser Sales Comparison Approach
- General Appraiser Income Approach – Part 1
- General Appraiser Income Approach – Part 2
- Advanced Income Capitalization
- General Appraiser Report Writing and Case Studies
- Real Estate Finance, Statistics and Valuation Modeling
- 2014-2015 7-hour National USPAP Update Course
- General Appraiser Site Valuation & Cost Approach
- Advanced Market Analysis and Highest & Best Use
- Advanced Concepts & Case Studies
- Quantitative Analysis

Curriculum Vitae -- continued

Appraisal Experience

Presently and since 1985, **William R. Waytas** has been employed as a full-time real estate appraiser. Currently a partner and President of Nagell Appraisal Incorporated, an independent appraisal firm (10 employees) who annually prepare 1,500 +/- appraisal reports of all types. Mr. Waytas was employed with Iver C. Johnson & Company, Ltd., Phoenix, AZ from 1985 to 1987.

Properties appraised:

- **Commercial** - low and high-density multi-family, retail, office, industrial, restaurant, church, strip-mall, fast-food, convenience stores, auto-service and repair, hotel, hotel water park, bed & breakfast, cinema, marina, numerous special use properties, and subdivision analysis.
- **Residential** – single-family residences, hobby farms, lakeshore, condominiums, townhouses, REO and land.
- **Eminent Domain** – extensive partial and total acquisition appraisal services provided to numerous governmental agencies and private owners.
- **Special Assessment** – numerous street improvement and utilities projects for both governmental and private owners.
- **Review** – residential, commercial and land development.
- **Clients** - served include banks, savings and loan associations, trust companies, corporations, governmental bodies, relocation companies, attorneys, REO companies, accountants and private individuals.
- **Area of Service** - most appraisal experience is in the greater Twin Cities Metro Area (typically an hour from downtown metro). Numerous assignments throughout Minnesota.

Professional Membership, Associations & Affiliations

License: Certified General Real Property Appraiser, MN License #4000813.
Appraisal Institute: SRA, Senior Residential Appraiser Designation,
General Associate Member
Employee Relocation Council: CRP Certified Relocation Professional Designation.
International Right-Of-Way Association: Member
HUD/FHA: On Lender Selection Roster and Review Appraiser
DNR: Approved appraiser for Department of Natural Resources

Testimony

-- Court, deposition, commission, arbitration & administrative testimony given.

Mediator

-- Court appointed in Wright County.

Committees

-- President of Metro/Minnesota Chapter, 2002, Appraisal Institute.
-- Chairman of Residential Admissions, Metro/MN Chapter, AI.
-- Chairman Residential Candidate Guidance, Metro/Minnesota Chapter, AI.
-- Elm Creek Watershed Commission, Medina representative 3 years.
-- Medina Park Commission, 3 years.

Curriculum Vitae -- continued

Education

- Graduate of Bemidji State University, Minnesota. B.S. degree in Bus. Ad.
- During college, summer employment in building trades (residential and commercial).
- Graduate of Cecil Lawter Real Estate School. Past Arizona Real Estate License.

- **General & Professional Practice Courses & Seminars**
- Course 101-Introduction to Appraising Real Property.
- Numerous Standards of Professional Practice Seminar.
- Fair Lending Seminar.
- Eminent Domain & Condemnation Appraising.
- Eminent Domain (An In-Depth Analysis)
- Property Tax Appeal
- Eminent Domain
- Business Practices and Ethics
- Scope of Work
- Construction Disturbances and Temporary Loss of Going Concern
- Uniform Standards for Federal Land Acquisitions (Yellow Book Seminar)
- Partial Interest Valuation Divided (conservation easements, historic preservation easements, life estates, subsurface rights, access easements, air rights, water rights, transferable development rights)

- **Commercial/Industrial/Subdivision Courses & Seminars**
- Capitalization Theory & Techniques
- Highest & Best Use Seminar
- General & Residential State Certification Review Seminar
- Subdivision Analysis Seminar.
- Narrative Report Writing Seminar (general)
- Advanced Income Capitalization Seminar
- Advanced Industrial Valuation
- Appraisal of Local Retail Properties
- Appraising Convenience Stores
- Analyzing Distressed Real Estate
- Evaluating Commercial Construction
- Fundamentals of Separating Real Property, Personal Property and Intangible Business Assets

- **Residential Courses & Seminars**
- Course 102-Applied Residential Appraising
- Narrative Report Writing Seminar (residential)
- HUD Training session local office for FHA appraisals
- Familiar with HUD Handbook 4150.1 REV-1 & other material from local FHA office.
- Appraiser/Underwriter FHA Training
- Residential Property Construction and Inspection
- Numerous other continuing education seminars for state licensing & AI

Speaking Engagements

- Bankers
- Auditors
- Assessors
- Relocation (Panel Discussion)

Publications

- Real Estate Appraisal Practice (book): Acknowledgement
- Articles for Finance & Commerce and Minnesota Real Estate Journal

ADDENDA TO APPRAISAL REPORT

Property ID (PID)	Address	City	Listed Owner	Subdivision Plat Name	Block	Lot
01-00437-0105	31440 131st St	Baldwin Township	Deeann M & Dustin Benik	Prairie Pineview	1	1
01-00441-0215	13049 314th Ave NW	Baldwin Township	Brian Vollhaber	Prairie Pineview Second Add	2	3
01-00437-0205	31443 131st St	Baldwin Township	Erin Cuta & Jacob Allen	Prairie Pineview	2	1
01-00441-0310	31422 131st St NW	Baldwin Township	Paul W & Katherine E Weisbrod	Prairie Pineview Second Add	3	2
01-00441-0115	31419 131st St NW	Baldwin Township	Alisha Sorenson	Prairie Pineview Second Add	1	3
01-00441-0110	13042 314th Ave NW	Baldwin Township	Hans L & Jessica L Pederson	Prairie Pineview Second Add	1	2
01-00437-0315	31409 130th St	Baldwin Township	Sherry J Targeson	Prairie Pineview	3	3
01-00437-0220	31426 130th St	Baldwin Township	Christopher J Wilke	Prairie Pineview	2	4
01-00437-0215	31442 130th St	Baldwin Township	Thomas R & Jacquelyn A Ostroot	Prairie Pineview	2	3
01-00441-0220	13117 314th Ave NW	Baldwin Township	Brett A Mathson	Prairie Pineview Second Add	2	4
01-00441-0210	13037 314th Ave NW	Baldwin Township	Paul & Kirsten Vanderbilt	Prairie Pineview Second Add	2	2
01-00441-0205	13021 314th Ave NW	Baldwin Township	John Gasperlin & Carissa Lanthier	Prairie Pineview Second Add	2	1
01-00441-0105	13024 314th Ave NW	Baldwin Township	Mark D & Kimberly J McDonald	Prairie Pineview Second Add	1	1
01-00437-0320	13001 314th Ave NW	Baldwin Township	Craig Marvel & Shannon Family	Prairie Pineview	3	4
01-00437-0305	31445 130th St	Baldwin Township	Richard D & Deanne M Duncan	Prairie Pineview	3	1
01-00437-0225	31412 130th St	Baldwin Township	Jason L & Barbara J Dunn	Prairie Pineview	2	5
01-00437-0210	13025 County Road 42 NW	Baldwin Township	Lisa Anderson & David A Roedel	Prairie Pineview	2	2
01-00441-0305	31410 131st St NW	Baldwin Township	Gary & Laura Johnson	Prairie Pineview Second Add	3	1
01-00437-0325	13015 314th Ave NW	Baldwin Township	Joel S & Pamela A Hauer	Prairie Pineview	3	5
01-00437-0310	31421 130th St	Baldwin Township	Patricia I Hanson	Prairie Pineview	3	2

Development would occur on about 30 acres with the other 75 or so acres remaining open "at this time," according to an Environmental Assessment Worksheet released by Sherburne County this week.

A second project phase could bring an additional 23 lots, said Jondahl, who is working with Princeton-based Betzler Builders.

Sherburne County is taking comments on the development plans through Aug. 11. An environmental assessment is required in part because of the size of the development site and the presence of natural resources.

Baldwin Township, located just south of Princeton and north of Zimmerman, barely registers a blip on the Twin Cities residential development radar. Through June, Baldwin has issued permits for four new housing units this year, according to the Keystone Report.

But the township's website describes it as "a growing rural community located in central Minnesota just north of the Twin Cities," and a place that has "maintained its rural identity" while "experiencing new growth and development."

The township is about an hour's drive from downtown Minneapolis and 21 minutes from Elk River. Drive times are poised to get shorter in a couple of years thanks to a \$158 million Highway 169 interchange now under construction in Elk River.

When it opens in 2024, the Elk River interchange will improve capacity, reduce bottlenecks, and improve traffic flow on Highway 169, a busy corridor that connects the Twin Cities with Baldwin Township, Princeton and other communities, according to the [Minnesota Department of Transportation](https://www.dot.state.mn.us/d3/elkriverfreeway/index.html) (<https://www.dot.state.mn.us/d3/elkriverfreeway/index.html>).

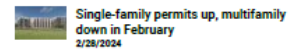
Jondahl expects the interchange to shave about 15 minutes from the commute to the cities.

"It's just going to drive more people in this direction," he said.

<https://finance-commerce.com/2022/07/builder-pitches-large-lot-homes-for-baldwin-township-site/>

2/5

Editor's Picks (<https://finance-commerce.com/category/editors-picks/>)



Single-family permits up, multifamily down in February
2/28/2024

(<https://finance-commerce.com/2024/02/single-family-permits-up-multifamily-down-in-february/>)



\$10M deal struck for Maple Grove townhomes
2/28/2024

(<https://finance-commerce.com/2024/02/10m-deal-struck-for-maple-grove-townhomes/>)



Q&A: Building a new branch office in a pandemic
2/23/2024

(<https://finance-commerce.com/2024/02/qa-building-a-new-branch-office-in-a-pandemic/>)



Blaine apartment sold for \$23M
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From a cost perspective, lots at Oaks of Battle Brook are expected to start at \$100,000 to \$125,000, with homes beginning in the \$600,000s, Jondahl said. The median Twin Cities home price (https://finance-commerce.com/2022/06/report-home-inventory-prices-rise-in-may/) reached a record high of \$375,000 in May, up 9% from a year ago, according to the Minneapolis Area Realtors and Saint Paul Area Association of Realtors.

Jondahl believes the Baldwin Township lots will appeal to buyers who want a little more space and can't find what they need in the core metro. Pole sheds, for example, will be welcome on the lots.

"Roughly 50% of the homes that we've built in the past two or three years have been people coming out of Rogers, Plymouth, those types of areas," he said. "They can't have pole sheds and those types of items there."

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EXHIBIT 3

FEBRUARY 28, 2024

ANALYSIS OF THE FINANCIAL IMPLICATIONS FOR
THE INCORPORATION OF:

Baldwin Township, Minnesota



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SECTION 1:

INCORPORATION STUDY

Purpose

This report has been prepared on behalf of Baldwin Township (the “Township”) to identify and analyze the financial implications related to the Township’s Petition for Incorporation. This report provides information related to statutory factors to be considered in evaluating a petition for incorporation. It describes the existing governmental service levels and financial profile of the Township and provides a financial analysis of the anticipated incorporation’s impacts to service delivery and financial sustainability. It also identifies anticipated fiscal impacts on adjacent and overlapping units of government.

Executive Summary

Ehlers performed a fiscal study on behalf of the Township to support the Petition for Incorporation of Baldwin Township that was filed with the Minnesota Department of Administration, Office of Administrative Hearings. This study analyzes the proposed incorporation to assess the impact on the services and finances of both the Township and adjacent units of local government. To make this assessment, Ehlers reviewed planning, engineering, applicable service agreements, tax base and financial reporting information of the Township and adjacent units of government.

Background financial information included the Township’s 2018 through 2022 financial statements, and the adopted 2023 and 2024 budgets. This information was used to create a financial forecast to quantify the financial impact, if any, to anticipated changes to services, expenditures, revenues, debt, local tax rates and other tax and government aid.

This study uses the projected 2026 budget year as the base year for measuring the full impact of incorporation. That is because 2026 will be the first year following incorporation that the new city will receive all potential intergovernmental funding as a city, and also experience the full impacts of the costs of delivering services as a city.

The major conclusions of this assessment reveal the following key findings:

1. The proposed Corporate Boundary of the Township is not included within the limits of any incorporated municipality and the Township is not a party to any orderly annexation agreement.
2. The Township presently functions within financial conditions and complexities similar to or exceeding levels of comparably sized Minnesota Cities.
3. The Township has demonstrated the capacity and willingness to provide the governmental services anticipated and necessary for its population as well as a sizable residential tax base.
4. The Township’s financial and services structures are anticipated to continue to meet future needs of the growing community, although not as efficiently or as economically as such needs could be met were the Township’s incorporation petition to be granted.
5. Incorporation will stabilize the Township’s borders, making it easier to plan and fund long-term capital improvements in the future.
6. Incorporation can be expected to provide greater stability to the Township’s overall financial management by providing a greater level of predictability to the annual tax levy.

SECTION 1: INCORPORATION STUDY

7. Incorporation will provide the Township with the authority to exercise the powers granted to municipalities for economic development (*Minnesota Statutes, Chapter 469*), including the authority to utilize Tax Increment Financing.
8. Incorporation is not anticipated to have an adverse effect on adjacent or overlapping units of government, including school districts serving the area.
9. Incorporation is anticipated to provide additional funding from the State of Minnesota by 2026 in an amount estimated to be approximately 55% of the Township's entire 2023 tax levy.
10. From a financial perspective, the Township form of government is no longer adequate to protect the health, safety, and welfare of the residents of Baldwin Township.

These findings are further described in this report and are intended to address certain statutory relevant factors to be considered in a decision regarding incorporation under *Minnesota Statutes (M.S.), Section 414.02, subdivision 3*.

Analysis Assumptions & Sources

- » Current Local Tax Base, Levies and Tax Rate data as furnished by:
 - Baldwin Township
 - Sherburne County
 - Mille Lacs County
 - Isanti County
- » Financial and bond rating data derived from the most recently available annual financial report, annual disclosure filing, or audit for each entity
- » Copies of the Township's most recently available budgets for the years 2023 and 2024
- » Projected personnel and annualized capital costs of the Township related to existing obligations and anticipated needs
- » Municipal State Aid Street System funding estimates provided by Hakanson Anderson dated April 5, 2023
- » Local Government Aid funding estimates provided by the Minnesota Department of Revenue
- » 2021 Report on Minnesota Town Finances prepared by the Minnesota Office of the State Auditor
- » City of Princeton's 2024 budget, 2020 Comprehensive Sanitary Sewer System Plan, and 2020 Comprehensive Plan

Incorporation Factors

M.S. Section 414.02, subdivision 3 lists the relevant factors to be considered in arriving at a decision regarding an incorporation. The applicable factors and findings addressed by this study are summarized below:

Factor 6: Existing Government Services

M.S. Section 414.02, Subd. 3(a)(6) Existing levels of governmental services being provided to the subject area, including water and sewer service, fire rating and protection, law enforcement, street improvements and maintenance, administrative services, and recreational facilities and the impact of the proposed action on the delivery of the services

The Township currently either directly provides or contracts for the provision of all necessary governmental services and does not anticipate significant changes due to incorporation. The Township currently does not provide water service, nor would it be economically feasible to do so due to the large lot sizes, regardless of incorporation.

Factor 8: Fiscal Impacts

M.S. Section 414.02, Subd. 3(a)(8) Fiscal impact on the subject area and adjacent units of local

SECTION 1: INCORPORATION STUDY

government, including present bonded indebtedness, local tax rates of the county, school district, and other governmental units, including, where applicable, the net tax capacity of platted and unplatted lands and the division of homestead and nonhomestead property; and other tax and governmental aid issues

This study and embedded fiscal impact analysis concludes that the proposed incorporation will result in lower property taxes for residents and businesses in Baldwin Township due to an influx of state aids for cities that are not available for townships. Given the size and development patterns of Baldwin Township, the same level of services will need to be provided regardless of incorporation. Without access to the state aids available to cities, the township will need to put the full burden of the cost of government services on the local property taxpayers. In fact, if Baldwin remains a township and has a portion of its land area annexed by adjacent municipalities, it will need to further increase property tax rates to offset the loss of tax base. The township has significant fixed costs and debt obligations that cannot be reduced when a portion of its land area has been annexed. These costs, spread over a smaller tax base, would result in higher property taxes. A comparison of Baldwin Township to cities and townships across Minnesota demonstrates the Township already has the financial profile of many cities.

Factor 9: Affected & Adjacent Jurisdictions

M.S. Section 414.02, Subd. 3(a)(9) relationship and effect of the proposed action on affected and adjacent school districts and communities

The study and embedded fiscal impact analysis concludes that the proposed incorporation will not materially impact local tax rates, net tax capacities or present indebtedness of the other local governmental units. The proposed incorporation will not have any financial impact on schools. While the Township has a strong history of partnership with its neighboring township through its shared fire service, the threat of annexation poses a risk to its ability to efficiently plan and deliver municipal services and infrastructure. Incorporation is intended to diminish risk and uncertainty over boundary disputes while having no adverse effect on adjacent communities, leading to better long-term governance for the whole area.

Factor 10: Town Delivery of Services

M.S. Section 414.02, Subd. 3(a)(10) whether delivery of services to the subject area can be adequately and economically delivered by the existing government

This report summarizes existing services and the financial condition of the Township. Incorporation protects the ability to provide existing services by ensuring the Township continues to have capacity without threat of losing tax base and service infrastructure due to annexation. Incorporation also provides additional tools, governance, and resources needed in the community to directly address planning, infrastructure, economic development, and redevelopment objectives

to protect the public health, safety, and welfare of the community.

Factor 11: Future Services

M.S. Section 414.02, Subd. 3(a)(11) analysis of whether necessary governmental services can best be provided through the proposed action or another type of boundary adjustment

The Township currently provides all necessary services within the Incorporation area. Further, the analysis demonstrates the Township has financial capacity to expand services it deems necessary and, through its 2024 budget, is taking appropriate steps to ensure funding necessary for a successful transition to a city form of government. There is no evidence that an annexation to a neighboring community would improve or more efficiently provide necessary services.

Factor 6: Existing Government Services

Baldwin Township currently provides for all necessary municipal services required by its residents and the entire area considered for Incorporation. Services are provided through a combination of direct employment and contracted services enabling flexibility and capacity to respond to variable demands. This analysis assesses the Township's services across several key areas: Administration, Police, Fire, Public Works, Planning & Engineering, Building Inspections, Parks & Recreation and Utilities.

Administration & Governance

For general governmental functions, the Township employs a Town Clerk/Treasurer, Deputy Clerk and Administrative Assistant. The Town Clerk/Treasurer oversees public notices, elections, governance duties serving the Town Board, and all budget and finance-related activities. The Township maintains a Town Hall and budgets for routine maintenance, Board of Supervisor activities, publication costs, legal, assessing, auditing, and other administrative items. The Township engages independent contractors for less routine administrative services as needed including legal, planning, engineering, building inspections, preparation of financial statements, property assessor, wastewater system operation, and information technology. The Township responds to administrative service demands as needed and has not experienced a significant demand above its provided levels.

Like most cities, Baldwin Township already obtains an annual independent financial audit because it exceeds the population and revenue thresholds established by the Minnesota Office of the State Auditor that trigger the audit requirement. A town with a combined clerk/treasurer must have an annual audit if its annual revenue in 2022 exceeds \$272,000. Baldwin Township's 2022 annual General Fund revenue was \$717,005.

The Township has identified a future need to construct a new Town/City Hall and Fire Hall as it is outgrowing its existing space. The Township has not yet identified its future space needs nor quantified the cost of this project and it is thus not incorporated into the financial projections. The project cost and need will be the same regardless of whether the Township incorporates. However, as described later in this report, incorporation will ensure the tax base of the Township does not

SECTION 1: INCORPORATION STUDY

shrink through annexation, thus providing the financial stability to finance the future facilities. One significant change resulting from incorporation will be the transition from the Township form of governance to a representative form of governance under a City Council. Currently, as a Township, Baldwin's annual levy must be approved by a vote of the residents in the Town who show up and attend the annual meeting (the Electors). The small minority of Town residents who attend the annual meeting (usually less than 1% of the Township's population) typically vote on the amount of the levy after a budget presentation by a Town Board Supervisor that lasts about 15 minutes. This short presentation is contrasted with the many hours that the Town Board puts into the budgeting process, including complex projections of future capital improvement needs that may run into the millions of dollars. Once a Township reaches the size and complexity of Baldwin, the ability of the Electors to understand all of the aspects of a \$1.3 million budget is severely limited, which may result in a levy amount that is not consistent with the long-term financial planning of the budget approved by the Town Board. This financial dichotomy puts the Township at an operational disadvantage to the City form of government where the City Council approves both the budget and the levy, ensuring that the long-term needs of the City, including capital improvements, are met.

Impact of Incorporation on Services: The growth in the Township has already necessitated the addition of the Administrative Assistant. Current staff are poised to provide the administrative capacity needed to manage the change in governance structure and continue providing the existing service levels. The level of administrative staffing is comparable to other small cities with similar service levels in Minnesota. There is no anticipated growth in staffing costs for administration and governance due to incorporation. Incorporation will provide the Township with the stability in its tax base to adequately plan for the long-term financing of its roads, facilities, equipment, and other capital needs. In addition, incorporation will provide a representative City Council form of government that is empowered to undertake long-term financial planning not easily accomplished in the Township form of government.

Public Safety

Police: Baldwin Township currently relies on the Sherburne County Sheriff's Office to provide public safety police protection and 911 emergency response. Historically, call levels have not required the direct employment of public safety related staff. The service is paid for from County property taxes and other County revenues. The option of contracting for increased patrol at designated times is available from the County Sheriff's Office if the Township pays for that additional service. At this time Baldwin is satisfied with the level of services currently provided by the County Sheriff and does not anticipate requesting any changes to the service level, regardless of incorporation.

Impact of Incorporation on Services: Incorporation will not impact the service level for policing and therefore there will be no financial impact to the taxpayers of Baldwin stemming from police services as a result of incorporation.

Fire: Baldwin Township operates its own Fire Department that provides fire protection to the Township, service to Blue Hill Township to the west through a service agreement, and mutual aid

SECTION 1: INCORPORATION STUDY

response to other fire departments in the area. The Fire and Rescue/Emergency Department is a paid on-call department consisting of 35 volunteer firefighters, a Fire Chief, an Assistant Fire Chief, four Captains and three Lieutenants.

The Township's Capital Improvement Plan calls for a new fire engine purchase in 2027 at a cost of approximately \$900,000 and a new Fire Tender vehicle in 2029 at a cost of approximately \$450,000 (both costs in today's dollars). In addition, the Township has outgrown its existing Fire Hall, reducing its ability to efficiently operate and store essential equipment in the existing space. The Township has not yet quantified the cost of this building project and it is thus not incorporated into the financial projections. However, the project cost and need will be the same regardless of whether the Township incorporates. As described later in this report, incorporation will ensure the tax base of the Township does not shrink through annexation, thus providing the financial stability to finance the future equipment and facilities and to meet the debt service obligations resulting from the issuance of such bonds.

Impact of Incorporation on Services: Neither the Township's Fire services requirements, nor the service agreement with Blue Hill Township, are expected to change as a result of incorporation. Regardless of incorporation, the Township needs to acquire fire engines and construct a new Fire Hall, both of which will need to be financed with long-term debt. Incorporation will provide the Township with the stability in its tax base to adequately plan for and service such long-term financing.

Public Works

With the exception of U.S. Highway 169, all roadways within Baldwin Township fall under the jurisdictional responsibility of Sherburne County or Baldwin Township. The Township has responsibility to maintain 82.7 miles of municipally maintained roads. The Township currently budgets for street maintenance (including snow plowing, sanding, sweeping, repair, and mowing) and park maintenance which are undertaken on an as-needed basis by Township staff including a Public Works Supervisor, a Public Works Maintenance Technician and seasonal staff as needed. The Township primarily funds public works operations with local resources, with some partnership from Sherburne County which distributes annual local town road aid received from the State.

The Township has developed a long-term capital improvement plan for a street reconstruction and pavement management program designed to maintain and replace the transportation assets. The capital improvement plan calls for an average of \$2.5 million in annual street construction projects over the next eight years. These street improvements will need to be completed even if the Township does not incorporate.

Impact of Incorporation on Services: Incorporation is not expected to impact the Township's public works expenditures. New demands for operating expenses stemming from growth are funded through property taxes paid by the new development. The Township is poised to make a significant investment in its streets, regardless of incorporation. As a City, Baldwin will no longer be eligible to receive local town road aid from Sherburne County. However, as discussed on [page 15](#), the loss will be more than offset by Municipal State Aid resulting in a net increase in funds available to maintain streets. In addition, Municipal State Aid funds will be available to fund over

SECTION 1: INCORPORATION STUDY

20% of the cost of the street projects in the capital improvement plan. Incorporation is expected to significantly enhance the Township's financial capacity to meet its long-term public works needs.

Planning & Engineering

The Township currently contracts for all necessary land planning, building inspections, infrastructure development and construction design needs. Sherburne County provided most planning and zoning regulations and services to properties in the Township through June 2022. Beginning on June 20, 2022, Baldwin Township has assumed responsibility for all planning and zoning functions. The Township operates its planning activities consistent with its Comprehensive Plan adopted on August 4, 2014. The Township contracts with consulting engineers to provide local road planning, design, construction, and maintenance, as well as infrastructure management and maintenance.

Building and site construction oversight is currently provided on a contract basis and paid for with permit fees. Services provided include the administration and oversight of the State Building Code and processing of building permits throughout the Township. These services will continue to be funded with building permit fees.

Impact of Incorporation on Services: No change in service delivery or the cost of providing services is anticipated due to incorporation.

Parks & Recreation

The Township currently maintains two local public park facilities and has the benefit of being home to a small portion of the extensive Sherburne National Wildlife Refuge. The Township does not employ any staff for recreational activities and residents are able to access recreation programs run by Sherburne County, youth organizations and Princeton School District. The Township maintains a Park and Recreation Fund in which it accounts for park maintenance and operations as well as capital projects. Funding for parks currently comes from a \$60,000 annual property tax levy. The annual levy for parks and recreation is projected to increase to \$125,000 by 2027 regardless of incorporation to fund the purchase of playground equipment plus inflationary cost increases. As with most cities, future park development may be funded by park dedication fees collected when property is platted for new development. Future plans call for park expansion including the construction of a passive play area.

Impact of Incorporation on Services: No immediate changes in park services or expenditures are expected as a result of incorporation. Incorporation is expected to preserve Baldwin's financial capacity to meet long-term capital planning needs via a more predictable tax levy and more predictable funding for capital projects.

Utilities

The Township has a Subordinate Service District established to provide for the operation, maintenance and capital replacement of a Community Sewage Treatment System serving the

SECTION 1: INCORPORATION STUDY

Frontier Trails residential subdivision. The Community Sewage Treatment System was initially approved by Sherburne County when Sherburne County was the zoning authority in Baldwin Township. In 2017, the Township took over ownership and management of the Frontier Trails sewer system, and financed significant improvements to the system with general obligation bonds that will be paid in full in 2027. The Township administers the sewer subordinate service district and charges sewer utility fees with the intention of making the service financially self-supporting. Currently, the sewer utility fund is operating at a deficit as rates have not kept pace with operating expenses. Baldwin Township will need to increase utility rates for the homeowners of Frontier Trails regardless of incorporation.

There are five other privately operated Community Sewage Treatment Systems in Baldwin Township. Should one or more of these systems fail, the Township may be requested to again finance and construct a municipally operated treatment facility. As a City, Baldwin would retain the statutory authority to establish another Subordinate Service District to finance Community Sewage Treatment Systems.

Throughout the Township water service is provided by private wells. It is not economically feasible to provide municipal water service due to the large lot sizes, regardless of incorporation. Storm water is managed through a series of ditches. Urban style stormwater management is not contemplated for the Township.

Impact of Incorporation on Services: Incorporation will have no financial impact on the existing subordinate service district, or the rates paid by the residents served. However, incorporation is necessary to enable the Township to plan for and raise the capital necessary for potential new Community Sewage Treatment Systems. Only through incorporation can the Township issue long-term general obligation bonds with the certainty that the properties providing the revenue to repay them will remain within the Township's jurisdiction.

Comparison with Other Townships & Cities

Baldwin is the third largest township in the state with a 2022 population estimate of 7,043. It is the ninth largest township in the state when measured by tax base. It is a subdivision of Sherburne County and is the second largest township in the County as measured by both population and tax base.

The Office of the State Auditor's Minnesota Town Finances 2021 data shows that, compared to 1,622 reported townships across the state, Baldwin Township has financial revenues and the diversity of revenues more similar to incorporated cities. In 2021, the Township had more total revenues (excluding one-time federal grants related to the Corona Virus epidemic) than all but ten other townships in the state. Excluding federal aid associated with the Corona Virus epidemic, only 6% of Baldwin Township's revenue came from intergovernmental sources (federal, state and county), which indicates financial self-sufficiency. Almost 60% of the townships in Minnesota receive 25% or more of their revenue from other levels of government.

Baldwin also actively uses the financing tools used by cities across Minnesota. Specifically, it issues general obligation bonds for road improvement and other infrastructure projects. When the

SECTION 1: INCORPORATION STUDY

Township financed the Frontier Trails Community Sewage Treatment facility, it levied a service charge against the properties served.

Additional data from the OSA is also helpful in showing the similarities between Baldwin Township's size, scope, and financial resources with existing cities in Minnesota. The OSA's report titled [2021 Revenues, Expenditures, and Debt of Minnesota Cities](#) published March 7, 2023, states that in 2021:

Property taxes accounted for 44% of large city revenues, compared to 35.5% for small cities.

Large cities are considered to have a population of over 2,500. Baldwin Township, if incorporated, would be considered within this category. Large cities generally receive less intergovernmental aid than smaller communities accounting for their relative dependence on local property tax revenues. Baldwin Township's property tax revenue accounts for 85.9% of its total 2021 revenue (adjusting for one-time federal aid), again indicating its relative financial self-sufficiency. That amount dropped slightly to 79% in 2023, which reflects relative stability in the Township's funding sources. In fact, as discussed later in this report, if incorporated, Baldwin will have access to significantly higher levels of intergovernmental aid from the State of Minnesota, reducing its reliance on property taxes.

The Auditor's report also draws conclusions about general and special revenue fund balances for cities:

In 2021, unrestricted fund balances as a percent of current expenditures averaged 53.6 percent for large cities, compared to 122.2 percent for small cities.

In 2021, Baldwin Township had an unrestricted fund balance in its general fund equal to 319% of current year expenditures. Due to incorporation expenses and investments in road maintenance costs incurred over the next few years, the general fund balance is expected to stabilize in 2025 at approximately 147% of the current year's expenditures, in line with both Minnesota's large cities and the Office of the State Auditor's fund balance recommendation for cities.

In conclusion, Baldwin Township has the financial profile of a large city (population over 2,500) when compared to other Townships and Cities in Minnesota.

Factor 6: Existing & Future Town Services Conclusion

While the existing Town government can deliver the majority of services, incorporation is needed to ensure the Township has the financial capacity to meet the expected future needs of the Township's residents. Only by incorporation can the Township prevent loss of tax base and service infrastructure from annexation, thereby ensuring that the Township can meet the debt service obligations it will likely be incurring in the next several years to fund necessary road and building improvements. Secondly, a township's financial governance process is often subject to disruption due to the requirement that the annual tax levy be determined by Electors at an annual meeting. Incorporation will enable elected officials to set the annual levy and budget, thereby establishing

the continuity necessary for sound capital planning and long-term financial management. Finally, incorporation will give the Township access to new state resources for maintaining and reconstructing its street system, potentially paying for up to 30% of street reconstruction projects over the next eight years.

Factor 8: Fiscal Implications of Incorporation

A review of the financial condition of Baldwin Township leads to several observations about its ability to become a viable city:

1. Baldwin Township is in a strong financial position. At the end of Fiscal Year 2022, the fund balance in the Township's General Fund equaled almost 180% of the subsequent year's expenditures. This is a common measure of financial health, and the Minnesota Office of the State Auditor recommends that cities maintain a fund balance equal to 35% to 50% of the next year's expenditures.
2. The Township has a history of stable and steady financial management.
3. The Township has adopted a special assessment policy.
4. The Township is already successfully managing the financial administrative aspects of being a city including issuing general obligation bonds, overseeing debt administration, budgeting, long-range financial planning and preparing a consolidated annual financial report with annual audited financial statements.
5. The Township has prepared an eight-year capital improvement plan for its transportation infrastructure and has demonstrated the ability to undertake the improvements to support the growth and development of the community.
6. The Township manages one self-contained sewer treatment facility, accounts for that facility in a separate proprietary fund for the Sewer Subordinate Service District, and bills residents served by that facility.
7. Incorporation will provide the Township with significant new financial resources from two state funding programs: Local Government Aid that can be used for any governmental purpose and Municipal State Aid that is specifically used to maintain and reconstruct designated roadways.

Access to Municipal Funding Tools

Baldwin Township is already performing the functions of a city through direct provision of services and shared service contracts. Likewise, it is utilizing the financing tools authorized by state law available to both cities and townships. There are several significant resources that are potentially available after incorporation that are not available now as a Township. One is eligibility to receive payments of Local Government Aid (LGA) from the State. Another more significant resource is the ability to participate in the Municipal State Aid (MSA) program for MSA streets. A final tool is the ability to establish economic development, redevelopment, and housing assistance programs through various statutory powers of a City Economic Development Authority, Housing and Redevelopment Authority or establishing a Municipal Development District.

Local Government Aid (LGA)

The State provides general purpose aid to various Minnesota cities through a budget appropriation which is allocated based on a statutory formula. Many cities with larger tax bases receive no LGA.

Our discussion with a representative from the Minnesota Department of Revenue indicates that, upon becoming a City, Baldwin could be eligible for an estimated \$210,000 per year in LGA. However, because the statutory formula for future LGA starts with a city's existing LGA, Baldwin would not receive any LGA directly upon becoming a City. Baldwin would need to obtain special legislation assigning it a base amount. The legislature provided a similar "fix" for Rice Lake when it was incorporated as a city in 2017 and assigned it a base amount of \$95 per capita. The Department of Revenue's \$210,000 estimate of LGA for Baldwin assumes this same \$95 per capita base amount for Baldwin.

For this report it is assumed that Baldwin incorporates in 2024, obtains special legislation in 2025, and receives \$210,000 per year in LGA beginning in 2026. In this analysis, the LGA is directed 50% to the General Fund to fund general government expenses, and 50% to the Fire Apparatus Infrastructure Fund for the future purchase of fire trucks and other equipment.

Because LGA is not expected to be received until 2026, the comparative analyses in this report use 2026 as the base-line year to compare the financial impact of incorporation as a city vs. remaining a township.

Municipal State Aid (MSA)

Cities that are over 5,000 in population in Minnesota are eligible to receive MSA funding. The funding is dedicated in the Constitution of the State of Minnesota and is funded by the Highway User Tax Distribution Fund. In accordance with the State Constitution, nine percent of the net proceeds in the Highway User Tax Distribution Fund are apportioned to the municipal state-aid street fund.

There are two allocations that make up the total funding for each MSA eligible City. The first component is the population of each City, the second is the "Needs" of each City. As Baldwin grows, its MSA population allocation and "Needs" allocation will increase. The Township's consulting engineer has estimated that the annual MSA funding for the Township will be \$536,947. Of the total MSA allocation, up to 25% of the funding may be utilized for maintenance. Therefore, if the Township is incorporated, \$134,237 will be available for maintenance of existing roads and the remaining allocation can be utilized for construction and re-construction of designated MSA routes.

Table A: Net Increase in Aid for Road Maintenance after Incorporation

	2026 with Incorporation	2026 without Incorporation	Difference
Town Road Aid	\$ -	\$ 75,820	\$ (75,820)
MSA Funding	\$ 134,237	\$ -	\$ 134,237
TOTAL	\$ 134,237	\$ 75,820	\$ 58,417

The remaining 75% of the MSA funding, or \$402,710, would be held in a construction account by the State of Minnesota for the benefit of Baldwin. It accumulates from year to year until the City of Baldwin is ready to reconstruct MSA streets. Cities may also “borrow” against future allocations of MSA funding to accomplish street projects earlier.

For the year 2023, it is estimated that Baldwin owned and operated 82.7 miles of municipally maintained roads. In accordance with Minn. Stat. § 162.09, 20% of the total road mileage of a MSA City may be designated as Municipal State Aid Routes, therefore, 16.5 miles of road will be designated accordingly.

If incorporated, Baldwin could expect to receive over \$4 million in MSA funding for eligible street reconstruction projects over the next ten years. Without incorporation, Baldwin Township would not receive any of this funding.

Table B: Projection of MSA funding for Street Reconstruction Projects

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Beginning Balance	\$ -	\$ 402,710	\$ 805,421	\$ 1,208,131	\$ 1,610,841	\$ 2,013,551	\$ 2,416,262	\$ 2,818,972	\$ 3,221,682	\$ 3,624,392
Total Allocation	536,947	536,947	536,947	536,947	536,947	536,947	536,947	536,947	536,947	536,947
Maintenance-25%	134,237	134,237	134,237	134,237	134,237	134,237	134,237	134,237	134,237	134,237
Construction-75%	402,710	402,710	402,710	402,710	402,710	402,710	402,710	402,710	402,710	402,710
Annual Distribution Maintenance	(134,237)	(134,237)	(134,237)	(134,237)	(134,237)	(134,237)	(134,237)	(134,237)	(134,237)	(134,237)
Ending Balance	\$ 402,710	\$ 805,421	\$ 1,208,131	\$ 1,610,841	\$ 2,013,551	\$ 2,416,262	\$ 2,818,972	\$ 3,221,682	\$ 3,624,392	\$ 4,027,103

As a City, Baldwin would be able to pledge 90% of future MSA construction funding to an Aid Anticipation Note, allowing it to finance road reconstruction projects in advance of receiving the state aid. The analysis assumes that these projects would not be specially assessed, providing an additional benefit to the property owners on the designated streets. If assessed, the projected future levy and tax rate shown in Figure 9 will be even lower after incorporation.

Impact of Incorporation on Access to Municipal Funding Tools: *Incorporation as a city will allow the City of Baldwin to participate in the Municipal State Aid (MSA) program, providing two new resources to Baldwin:*

Approximately \$58,417 net increase in additional funding for road maintenance; and An estimated \$402,710 per year in new dedicated funding for road reconstruction of MSA designated streets.

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In addition, incorporation will provide an estimated \$210,000 in Local Government Aid (LGA) each year for general governmental purposes, assuming the adoption of special legislation providing a base LGA value for the statutory formula awarding LGA.

Operating Trends & Fund Balance

Baldwin Township uses a general fund and a series of special revenue, capital project, debt, and proprietary funds to account for revenues and expenditures.

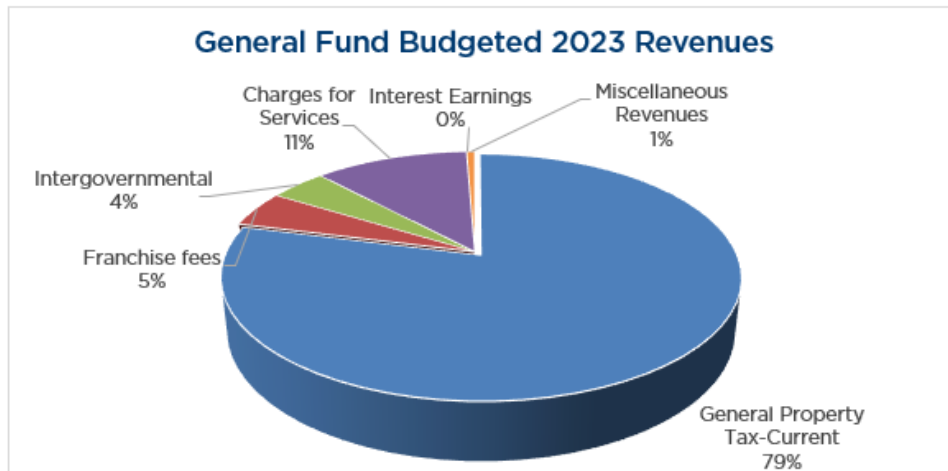
Table C: Baldwin Township’s Accounting Funds

Fund Type	Major Funds	Nonmajor Funds
General Fund	General Fund	
Special Revenue Funds	Road & Bridge Fund Fire Fund Building Permits Fund	Parks & Recreation Fund Cemetery Fund
Capital Project Funds		Capital Project Fund Fire Equipment Fund Fire Apparatus Infrastructure Fund
Debt Funds	Debt Service Fund	
Proprietary Funds	Sewer Fund	

Fund balances are an essential financial management tool. They serve the following purposes:

1. Cash flow management. Property taxes account for 79% of the Township’s annual General Fund budgeted revenues in 2023 as shown in Figure 1 below. Property tax revenues are received in two installments made in July and December. Fund balance is measured at the end of the calendar year after the second installment and thus the ending fund balance must be sufficient to pay for expenses over the next six months until the receipt of the following year’s property taxes.

Figure 1. General Fund Budgeted 2023 Revenues



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- 2. Contingencies. Even with the best financial planning, not all needs can be predicted. Fund balances allow the Township to respond to unexpected expenditures or emergencies without issuing debt.
- 3. Financial stability and credit worthiness. Fund balances provides opportunities to save for the future when the Township knows there will be significant one-time expenses, such as those involved in planning for incorporation or a capital project.

The charts in Figures 2 through 7 show how the Township managed its finances from 2020 to 2023 in the funds that have an impact on the property tax rate. During this period, the Township had a declining tax rate, as shown in Figure 9. The declining tax rate reflects the influx of federal funding related to the COVID-19 epidemic, disciplined spending decisions and growth in the tax base as shown in Figure 8.

The charts in Figures 2 through 7 also include projections for the future revenues, expenses, and fund balances for individual funds, indicating Baldwin’s future financial stability upon incorporation and with access to the intergovernmental revenues available to Baldwin as a City.

Figure 2: General Fund

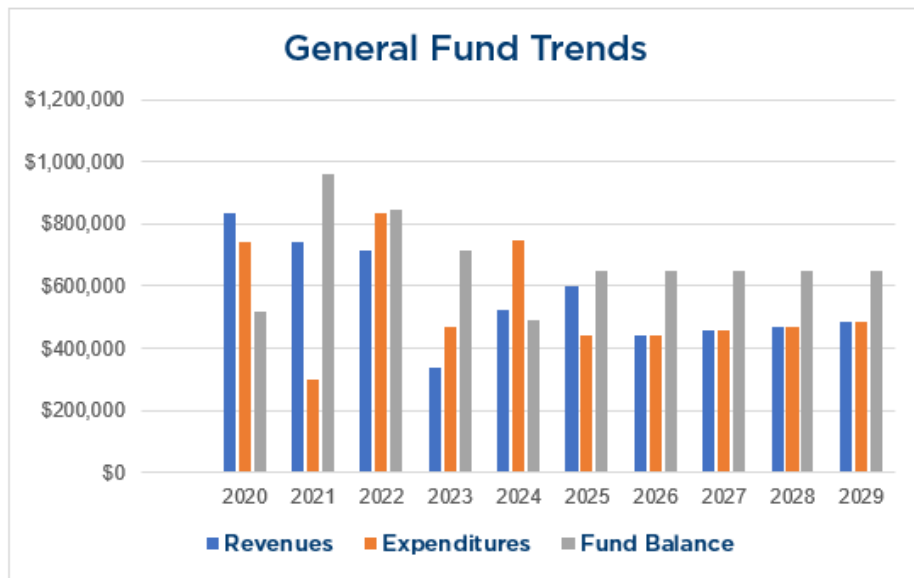
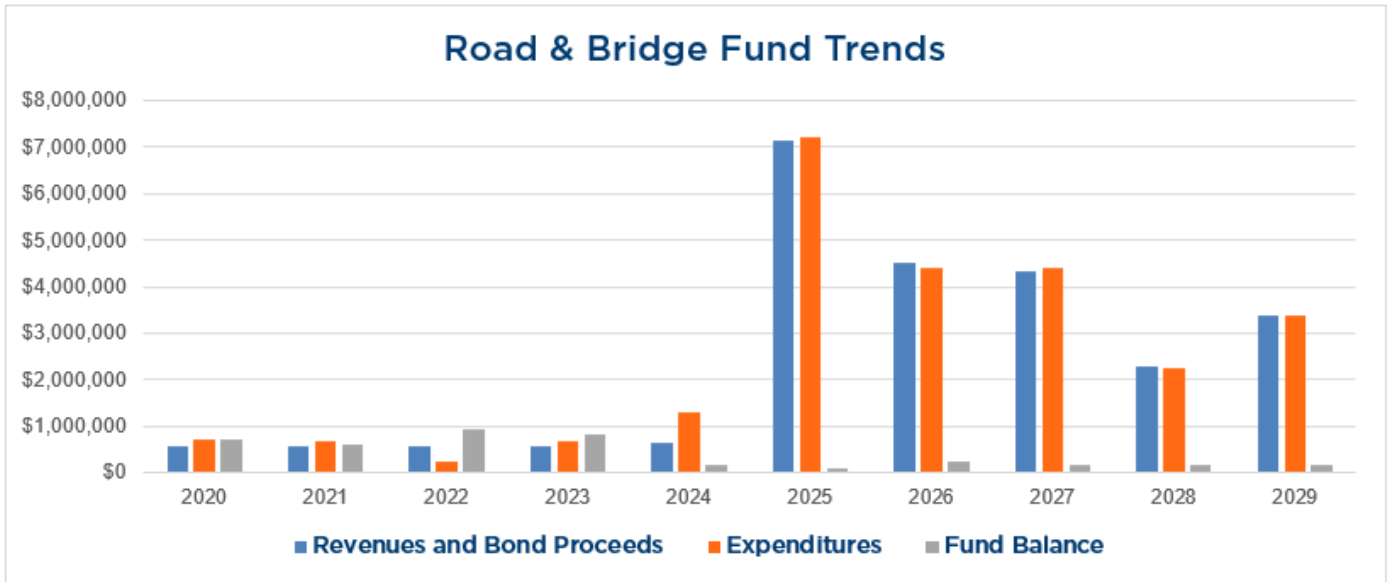


Figure 2 shows that Township revenues were higher in 2020-2022 than in 2023. This was entirely due to substantial amounts of funding received from the federal government related to the COVID-19 pandemic (CARES Funding and ARPA dollars). The Township used the federal funds consistent with federal requirements on public safety spending and capital projects. The expenditure of federal funds explains why expenditures exceeded revenues in 2022 and 2023. The Township has also planned for expenditures to exceed revenues in 2024 to pay for one-time costs associated with planning and executing its incorporation and has saved prior fund balances to provide for that. In addition, the Township added staff to accommodate growth. The General Fund’s fund balance has been maintained historically at or above the levels recommended by the Minnesota Office of the State Auditor and it is expected to stabilize at approximately \$650,000 in

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2025 after incorporation is completed. This amount represents approximately 146% of the next year’s operating budget in 2025, declining to about 130% in 2029. The Minnesota Office of the State Auditor generally recommends that cities maintain 40% to 60% of the next year’s general fund operating budget as fund balance.

Figure 3: Road & Bridge Fund



The Township is embarking on a significant capital improvement plan to reclaim and reconstruct streets over the next nine years. Similar to the General Fund, planned increases in road costs will contribute to a decline in the Road and Bridge fund balance in 2024. Beginning in 2025 major projects will be financed through the issuance of bonds.

The Road and Bridge Fund is supported by property taxes, which pay for debt service and also contribute to operations and the costs for mill and overlay projects that are not financed. If Baldwin incorporates as a City, it will have access to significant levels of state funding for streets. In addition, a portion of costs of the street reconstruction projects will be specially assessed to benefitting property owners. For streets not funded with MSA dollars, it is assumed in our analysis that 40% of street reconstruction and reclamation project costs will be assessed. The remaining 60% will be funded with property taxes. The total property tax levy collected in the Road and Bridge Fund for street projects is anticipated to grow to approximately \$1.03 million in 2029. By comparison, without incorporation, the Township will have to fully fund its pavement management program with property tax dollars and special assessments and the projected 2029 tax levy for the Road and Bridge Fund is approximately \$1.14 million. The impact of not incorporating will be a higher tax rate as shown in Figure 9.

The Consolidated Fire Fund (comprised of the Fire Operating Fund and the Fire Equipment Fund) accounts for fire operating and small equipment structures, such as protective fire equipment and hose replacement. The fees from Blue Hill Township are accounted for in the Fire Operating Funds.

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The Fire Apparatus Infrastructure Fund accounts for the purchase of capital equipment funded solely by the Township, such as the fire engine and tender.

Figure 4: Consolidated Fire Fund

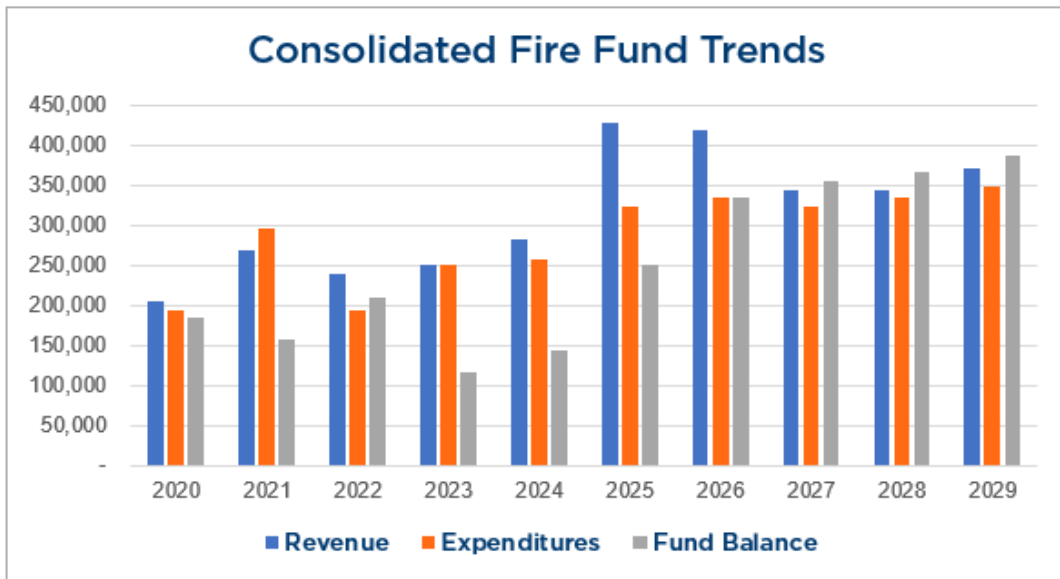
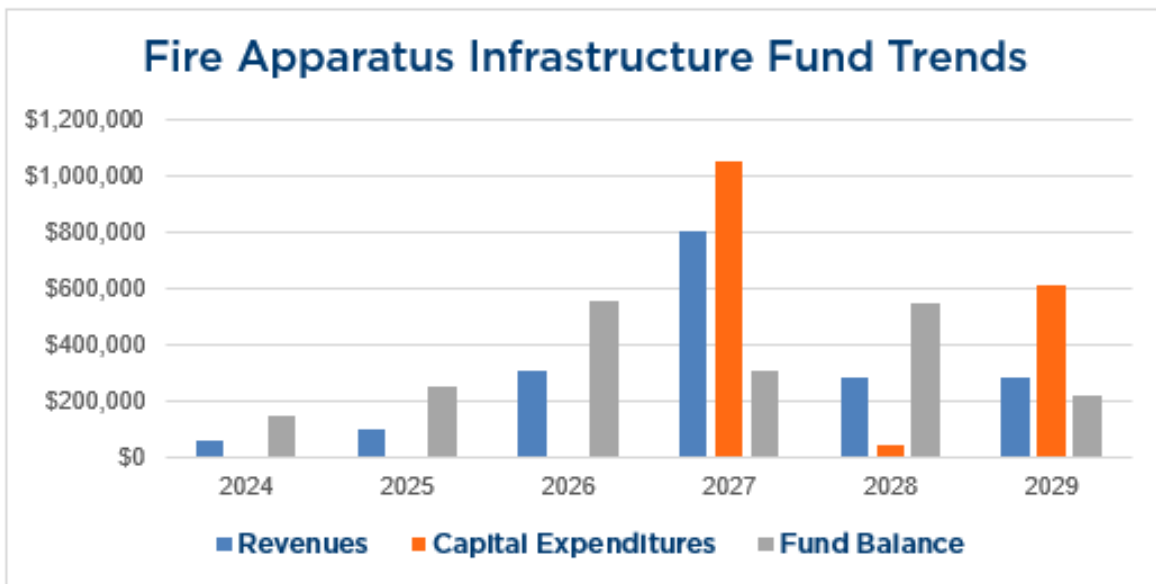


Figure 5: Fire Apparatus Infrastructure Fund



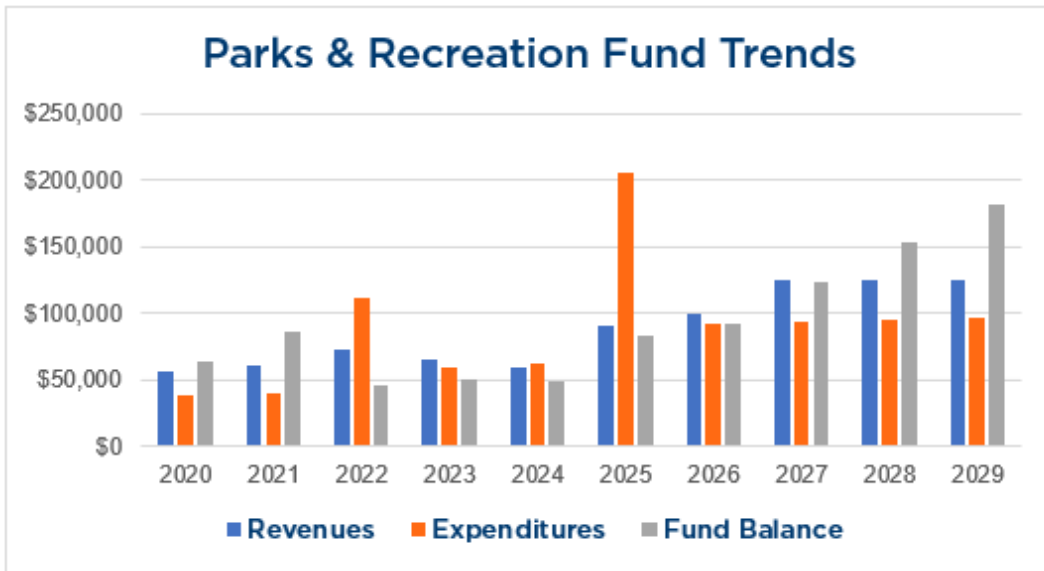
The Township accounts for the purchase of fire trucks in its Fire Apparatus Infrastructure Fund. This is a new fund beginning in 2024. The revenues to purchase this equipment are a property tax levy plus, upon incorporation, fifty percent of the Local Government Aid anticipated by Baldwin. The Township anticipates the need to purchase a fire truck in 2027 and a fire tender in 2029. The Township anticipates financing approximately half of the cost of the 2027 truck with bonds to be

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repaid by a property tax levy. The Township is building cash for the purchase of future vehicles without the need to issue bonds. Without incorporation and the availability of Local Government Aid to offset the cost of these two major vehicles, which total \$1.35 million in today’s dollars, the tax rate will need to increase as shown in Figure 9.

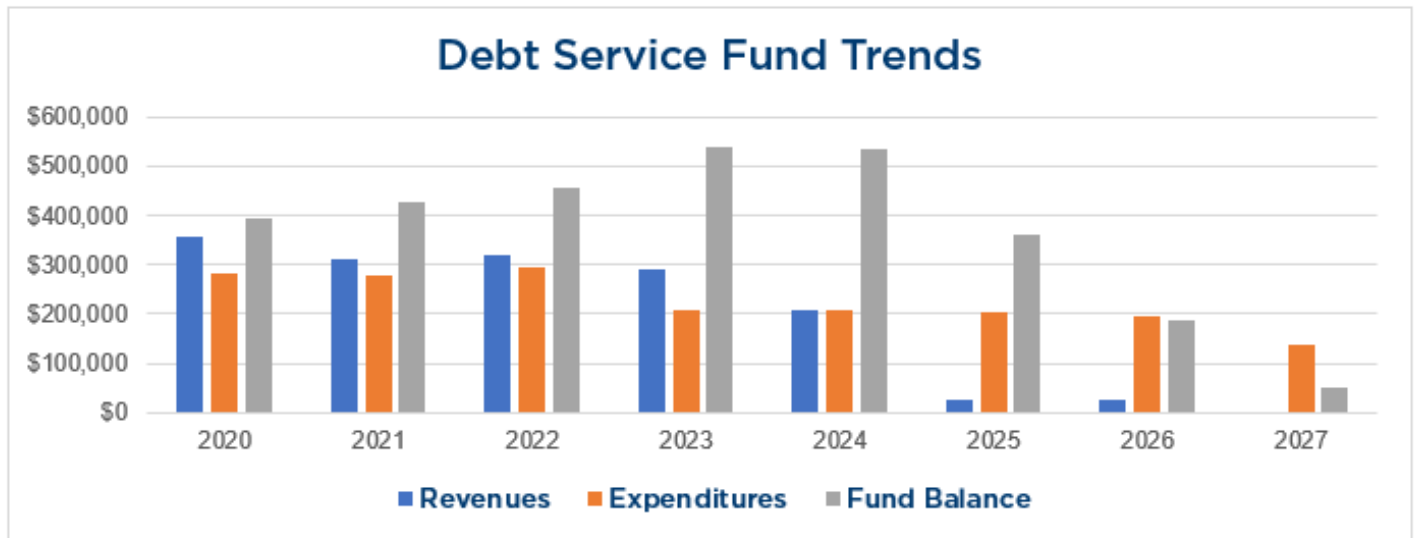
Regardless of incorporation, the Township will need to increase the property taxes levied for the fire operations to acquire needed equipment and vehicles. However, without incorporating, Baldwin will not have access to LGA funding of \$210,000, half of which will be directed to the purchase of fire equipment.

Figure 6: Parks & Recreation Fund



The Parks and Recreation Fund accounts for operating expenses for maintaining Baldwin’s parks and recreation programs. In 2022 the Township had a \$54,000 capital expense and used cash on hand to pay for it, reducing the fund balance. Park expenses are funded with a property tax levy that needs to increase over time to keep pace with inflation and pay for future capital. Incorporation will not impact this fund.

Figure 7: Debt Fund



In 2017, the Township issued \$2,235,000 Certificate of Indebtedness to finance street improvement projects and the sanitary sewer treatment system for the Frontier Trails subdivision. The street portion of that bond issue is repaid with a debt levy (property taxes) and is accounted for in the Township’s Debt Service Fund. The fund balance in this fund is intended to decline over time as debt is retired. The debt will be paid in full in 2027. The debt service is a fixed cost. If a portion of Baldwin Township is annexed, eroding the tax base, then the tax rate will need to increase on the remaining properties within the Township to cover this fixed cost.

The amount of debt a city has outstanding is an indication, in part, of a city’s future financial flexibility to meet its goals or respond to emergencies. Cities with higher debt loads are more highly leveraged and have less financial capacity and flexibility. In addition, the degree of a city’s leverage is factored into a city’s bond rating by the major rating agencies. Standard & Poor’s gives the “Debt and Contingent Liabilities” category a 10% overall weight on their rating scorecard. Moody’s weighs leverage factors even higher in their overall rating, weighting this measure at 30% of the rating criteria. Both rating agencies measure leverage using “net direct debt,” which means debt that is not fully supported by non-tax revenues such as utility fees.

Net direct debt per capita is a common way to measure and compare how leveraged a community is, and this ratio is provided in the disclosure documents for every bond issue. The chart below shows the direct debt per capita ratios for Baldwin Township and some surrounding and nearby communities where the data was available. Direct debt only reflects the debt issued by the municipality and not debt issued by overlapping jurisdictions such as school districts or counties.

Table D. Direct Debt per Capita for Baldwin Township & Nearby Municipalities

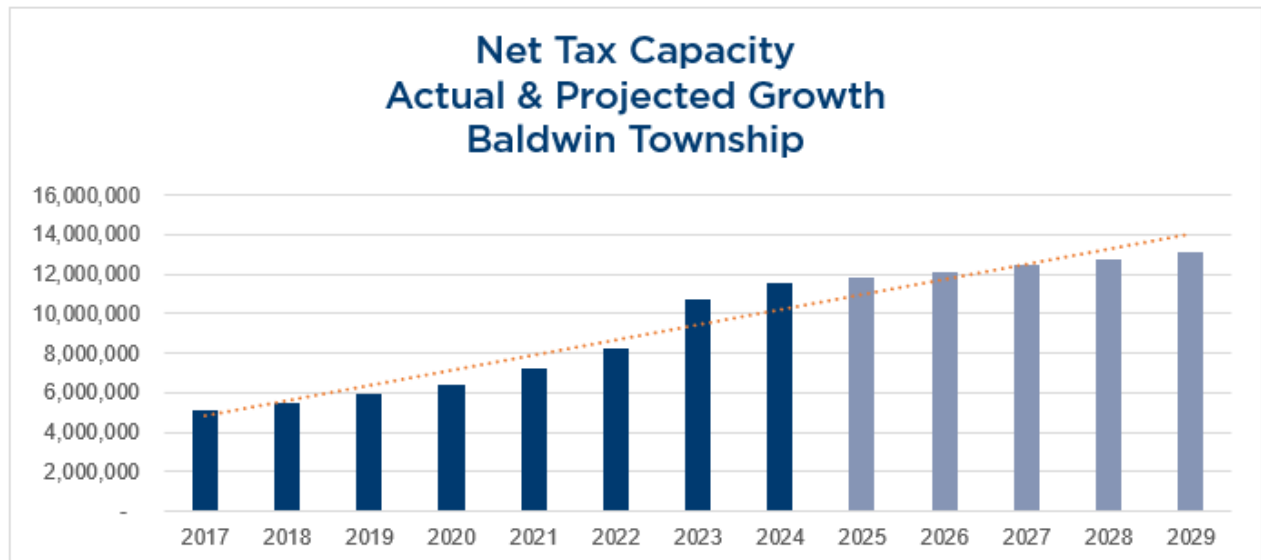
Municipality	Debt Per Capita Including Revenue Supported Debt	Debt Per Capita Excluding Revenue-Supported Debt
Baldwin Township	\$102	\$22
City of Princeton	\$3,123	\$768
City of Zimmerman	\$1,811	\$525
City of Isanti	\$743	\$184

Impact of Incorporation on Fiscal Health: The Township is in excellent financial health, has managed its fund balances very well and has put programs in place to fund significant capital projects via carefully planned budgeting. The Township is well situated to become an incorporated city. Incorporation will preserve the City of Baldwin’s tax base and provide significant new resources for funding street improvements that will keep the projected tax rate low (see Figure 9).

Property Valuation

Property valuation is a measure of a community’s financial stability and capacity. Property valuation forms the basis for generating property taxes, the largest single source of the Township’s revenue and typically a source that cities leverage to a higher degree than townships. The Net Tax Capacity of all property within a jurisdiction is a foundation by which to measure the taxable “capacity” of the community. The following chart (Figure 8) shows the steady increase in the Net Tax Capacity for Baldwin Township.

Figure 8: Net Tax Capacity Growth in Baldwin Township



Taxable Market Value is converted to Tax Capacity by using percentages set by State Statute. For example, the Tax Capacity of a residential homestead property is one percent (1%) of the Taxable

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Market Value (for the first \$500,000 of Taxable Market Value). The property tax liability of each parcel is the Tax Capacity of the parcel times the local tax rate (combined tax rate of all local taxing jurisdictions).

From an individual jurisdiction's perspective, the key measures of tax base are Taxable Market Value and Net Tax Capacity. Net Tax Capacity is the total Tax Capacity of the taxing jurisdiction less Tax Capacity captured in tax increment districts whose local property taxes are not available for general purposes. Baldwin Township does not have any tax increment districts. Baldwin Township has been able to facilitate growth in property valuation (tax base). Notably, the Township has a larger tax base as measured by net tax capacity than two of the existing seven cities in Sherburne County – larger than Clear Lake and Zimmerman. As discussed on [page 31](#), incorporation will provide Baldwin with the economic development tools necessary to begin diversifying its tax base.

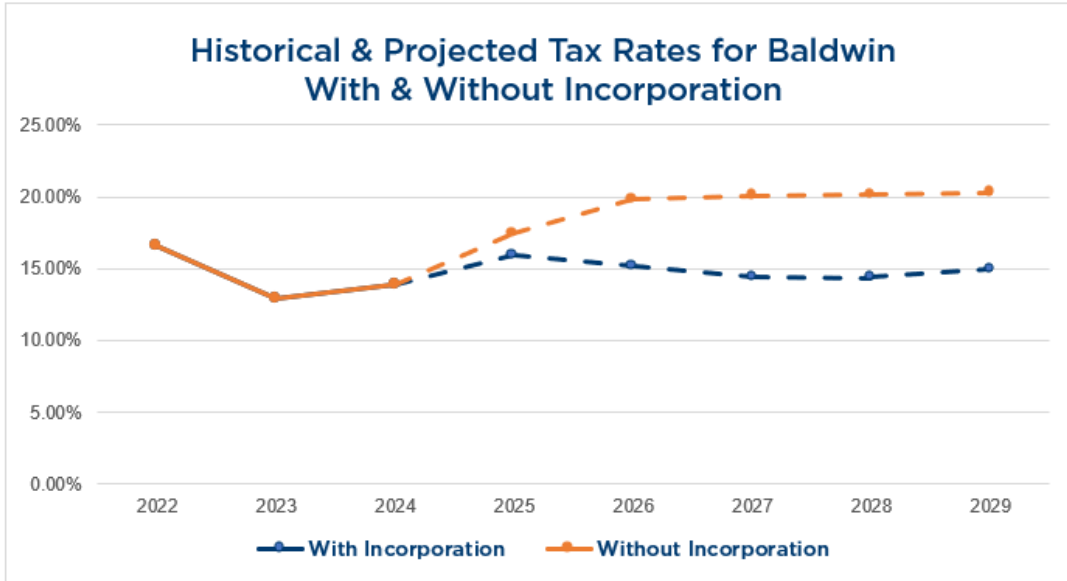
Impact of Incorporation on Property Valuation: Although the Township's property valuation and tax base is larger than some cities in Sherburne County, it is predominantly residential in nature. Incorporation will allow the City of Baldwin to diversify its tax base with more industrial development than what the market is expected to deliver without the development financing tools available to a city. A more diversified tax base would help protect the City of Baldwin from over reliance on a large residential tax base and the declines in revenue that can result from a sudden drop in residential property values during a market downturn, such as that which occurred in 2007-2009.

Tax Rates

The property tax rate is determined by spreading the revenue needed (total levy) over the property value in the Township (Net Tax Capacity). The following chart shows that Baldwin Township has had a declining tax rate since 2018, primarily due to growth in its tax base (Net Tax Capacity). The cost of government is spread over a larger tax base, lowering the tax rate.

As a growing community, Baldwin Township has nearly the same level of service needs whether or not it incorporates. However, incorporation gives the Township access to significant state dollars to help pay for road costs, operations, and equipment. Therefore, the projected tax rate is expected to be lower if the Township incorporates as shown in Figure 9 below.

Figure 9: Historical & Projected Tax Rates for Baldwin Township With & Without Incorporation



The growth in the tax rate projected for 2024 and 2025 is expected as a result of two primary factors:

1. One-time costs of the incorporation process
2. The addition of debt service for a new Freightliner Truck and to reimburse the Township for the purchase of the New Holland Front-End Loader

The growth in the tax rate projected for 2026 if the Township does not incorporate is due to the addition of debt service for a major road project in 2025, without the corresponding addition of state aid for roads that Baldwin will receive if it incorporates as a city. The Township’s need for services, staffing, and capital equipment and road projects remains nearly the same regardless of whether it becomes a city, with additional costs for prosecution services in the annual estimated amount of \$25,000 being the main difference. However, incorporation will give Baldwin access to significant resources that will lower the property tax burden for all property owners. The reduction in annual property taxes for a median valued home is shown in the chart below. Over the five-year period from 2025 to 2029 the total estimated savings is \$856.00.

Table E. Estimated Annual Township Taxes on a Median Valued Home With & Without Incorporation

	2024	2025	2026	2027	2028	2029
Without Incorporation	\$ 535	\$ 671	\$ 784	\$ 800	\$ 824	\$ 855
With Incorporation	\$ 535	\$ 614	\$ 623	\$ 592	\$ 601	\$ 646
Tax Reduction	\$ -	\$ 57	\$ 161	\$ 208	\$ 223	\$ 209
Home Value	\$ 388,600	\$ 396,400	\$ 404,300	\$ 412,400	\$ 420,600	\$ 429,000

Although the Township's financial operations mirror those of a city in many ways, its tax rate is significantly lower than the tax rate of the Cities surrounding it.

Table F: Pay 2023 & Preliminary Pay 2024 Tax Capacity Rates for Baldwin Township and Surrounding Cities & Townships

Jurisdiction	Pay 2023 Tax Capacity Rate	Preliminary Pay 2024 Tax Capacity Rate
City of Becker	44.926	45.931
City of Big Lake	38.545	36.651
City of Clear Lake	53.794	47.430
City of Elk River	39.700	39.079
City of Isanti	52.682	47.301
City of Princeton	54.789	60.031
City of Zimmerman	36.812	36.057
Baldwin Township	12.936	13.851
Blue Hill Township	12.892	11.688
Livonia Township	17.344	17.113
Princeton Township	15.197	16.851
Spencer Brook Township	18.608	17.706

Because incorporation will solidify the Township's borders and therefore its existing tax base, it will also help to preserve Baldwin's low tax rate into the foreseeable future. Conversely, the annexation of significant portions of Baldwin to its neighboring cities would result in a significant local tax rate increase for those properties annexed, and would also result in a significant local tax rate increase for those properties that would remain in the smaller Baldwin Township.

Impact of Incorporation on Tax Rates: The Township's tax rate has been relatively stable and is significantly lower than its surrounding cities. Incorporation will help the Township preserve its low tax rate into the foreseeable future, while the failure to incorporate will result in a projected 26% increase in the City's tax rate over the next five years.

Outstanding Debt

Baldwin Township has one bond issue outstanding: the \$2,235,000 Certificates of Indebtedness issued in 2017. These bonds financed a grass fire rig for the fire department, infrastructure for the Frontier Trails development and the 136th Street construction project. They are being repaid with a property tax levy and sewer revenues.

These bonds have the following characteristics:

- » They are general obligation bonds meaning they are backed by the full faith and credit of the Township. This pledge requires the Township to levy property taxes to pay principal and interest if other planned revenues for repayment are not available as anticipated.

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- » Should portions of the Township get annexed, these bonds would remain obligations of the Township. The debt levy for the obligations would then be spread over a smaller tax base, increasing the tax burden for the parcels remaining in the Township.

The Township's outstanding bond issue is described in the table below:

Table G: Outstanding Bond Issue

Debt Issue	Original Amount	Outstanding Amount on 2/2/2024	Final Maturity	Budgeted 2024 Debt Levy
2017	\$ 2,235,000	\$ 720,000	2/1/2027	\$ 206,551

The Township will need to incur additional debt in 2024 and beyond to finance equipment and its road reconstruction program. Future debt for equipment will be repaid with debt levies (property taxes). Future debt for road projects will be repaid with a combination of special assessments, MSA construction allotments and debt levies.

Both Cities and Townships within the State of Minnesota may issue bonds subject to the approval of voters. However, the governing bodies of each also have access to nearly identical statutory powers to authorize the issuance of bonds without election to meet certain qualifying financial needs. Examples include the ability to finance assessable public improvements; water, sanitary and storm sewer utility improvements; certain municipal equipment and municipal facilities.

Impact of Incorporation on Township Debt: Incorporation is not anticipated to provide new tools to access capital, but it will preserve the Township's financial capacity to meet its existing and future obligations. Degradation of the Town's tax base through annexation would challenge the debt management of the Township and increase the burden on remaining taxpayers to support existing and future debt obligations. The ability to plan and implement future investment in public improvements can only be made with stable City borders that ensure revenues necessary to pay debt service will be available in the future as such debt becomes due.

Bond Rating

The Township is currently unrated by one of the major credit rating agencies. A credit rating is a third-party assessment of the creditworthiness of the Township and an evaluation of its ability and willingness to fulfill its financial obligations. The Township intends to obtain a rating when it issues bonds for the 2025 street projects.

The potential for annexation challenges the Township's financial stability and pressures its potential credit rating. A key element underpinning a municipality's credit rating is its tax base, and budgetary flexibility and liquidity are measures of a municipality's available fund and cash balances. With 79% of the Township's revenue coming from property tax levies, loss of tax base through annexation will result in higher tax rates and thus create pressure to reduce existing levies as the tax base shrinks. A shrinking tax base will result in a lower bond rating and would lead to

higher interest costs and increase the corresponding tax revenues needed to repay future debt of the Township.

Impact of Incorporation on Township Bond Rating: Incorporation is expected to preserve the Township’s standing under the bond rating criteria and prevent annexation from degrading the tax base and pressuring tax levies. This will help preserve the budgetary metrics primarily utilized in the credit rating evaluation and help the Township obtain and maintain an investment grade bond rating.

Factor 8: Fiscal Implications of Incorporation Conclusion

The proposed incorporation is expected to have a positive financial impact on Baldwin, resulting in a stable and growing tax base, lower property taxes, and the ability to obtain an investment grade bond rating.

Factor 9: Affected & Adjacent Jurisdictions

The proposed incorporation is not anticipated to have any material impact on adjacent jurisdictions. For purposes of this discussion, we have divided the adjacent jurisdictions into four categories:

1. Counties and school districts
2. Cities without existing contracts with Baldwin Township
3. Townships with service contracts with Baldwin Township
4. Other adjacent townships

Counties & School Districts

Baldwin Township is located in Sherburne County and adjacent to Mille Lacs County to the north and Isanti County to the east. The anticipated pace of development projected through incorporation of 28 homes per year valued at approximately \$300,000 will continue to bolster the tax base for Sherburne County and, by proximity, Mille Lacs, and Isanti Counties. The new residents will have disposable income that will support the creation of new commercial areas as well as support existing commercial development both within the Township and in adjacent communities. Similarly, the new property value will add tax base to keep pace with any additions to enrollment of the school district that serves the growing portions of Baldwin Township: Independent School Districts #477 (Princeton Public School District). School district revenues come primarily from state education aid based primarily on enrollment and property taxes.

Impact of Incorporation on Counties and School Districts: Incorporation itself will have no impact on the tax capacity, tax rate, or credit ratings of the counties and school district serving or adjacent to Baldwin Township. All of these jurisdictions are financially strong as indicated by their

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credit ratings. To the extent that Baldwin Township increases its tax base as a city, it may result in a marginal reduction of Sherburne County’s tax rate, which would benefit all taxpayers of Sherburne County. The School Districts may also benefit from increased market value taxes available for school improvements due to anticipated growth.

Table H: Tax Base & Tax Rates for Overlapping Jurisdictions

Jurisdiction	Pay 2024 Net Tax Capacity	Preliminary Pay 2024 Tax Capacity Rate	Pay 2023 Tax Capacity Rate	Credit Rating
Sherburne County	164,805,987	36.622	38.6300	AA+
Mille Lacs County	37,738,498	66.438	65.6080	AA
Isanti County	60,680,853	45.079	50.4717	Aa2
Independent School District 477 (Princeton)	30,330,330	21.191	21.328	Aa3
Independent School District 728 (Elk River, Otsego, Rogers, Zimmerman)	160,746,918	23.882	26.605	Aa2

City of Princeton

The City of Princeton, located in Mille Lacs County, has been annexing property along the northern border of Baldwin Township. The property being annexed includes or is adjacent to some of the more developed areas of Baldwin Township that contain the Township’s base of commercial property. Incorporation would prevent further erosion of the Township’s tax base through annexation by the City of Princeton. Thus, it would prevent Princeton from growing to the south, potentially limiting its future tax base and service area growth. However, as previously stated, the environmental challenges and difficulty in extending utility services into Baldwin Township create barriers to suburban density development that make expansion to the south into Baldwin Township less viable for the City of Princeton than expansion in other directions. In addition, with the majority of the City of Princeton’s existing development and infrastructure located in Mille Lacs County, and with the majority of the City’s boundary abutting Princeton Township in Mille Lacs County, the City retains the ability to grow into Princeton Township should the City experience residential, commercial, or industrial growth in the future. The growing tax base of the Township will continue to provide a growing base of customers for Princeton’s commercial districts. Princeton is financially strong and stable as indicated by its credit rating from Standard and Poor’s.

Table I: Tax Base & Tax Rates for the City of Princeton

Jurisdiction	Pay 202 Net Tax Capacity	Preliminary Pay 2024 Tax Capacity Rate	Credit Rating
Princeton	\$ 6,046,740	60.031	A1

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The preliminary 2024 tax rate is based on a preliminary budget adopted in September of 2023. Princeton’s final budget was reduced prior to adoption in December, so the actual Pay 2024 tax rate is estimated to be between 55% and 56%.

Townships Maintaining Service Contracts with Baldwin Township

Baldwin Township has a Fire Services Agreement with Blue Hill Township to deliver fire protection services to Blue Hill Township. Beginning in 2024 the contract payment for fire services is \$55,000 per year, which represents about 16% of the Baldwin Fire Department’s total projected 2025 revenues.

Baldwin Township anticipates needing to purchase a new fire engine in 2027 at a cost of approximately \$1,000,000. This fire engine, which will be used to serve Blue Hill Township, will need to be financed as the Township does not have adequate cash on hand for the purchase. The Township form of government, which requires the residents who come to an annual meeting to vote on the annual budget, makes long-term planning for large capital purchases more challenging as there is no way to predict whether those residents who attend the annual meeting will levy the monies anticipated by the Township’s Capital Improvement Plan. Incorporation will increase the likelihood that the City of Baldwin’s Capital Improvement Plan will be properly funded year after year as the City Council approves both the Capital Improvement Plan and the City’s tax levy. Blue Hill Township will benefit from Baldwin Township’s incorporation with its increased certainty that large capital purchases related to emergency response and fire protection will be properly funded when such purchases are scheduled to be made. Incorporation of Baldwin Township will not alter the existing joint service agreement with Blue Hill Township.

Blue Hill Township currently does not have a credit rating. It receives most of its services from Sherburne County.

Table J: Tax Base & Tax Rates for Blue Hill Township

Jurisdiction	Pay 202 Net Tax Capacity	Preliminary Pay 2024 Tax Capacity Rate	Credit Rating
Blue Hill Township	\$ 3,893,206	11.688	Unrated

Impact of Incorporation on Adjacent Township with Service Agreements: Incorporation will have no financial impact on Blue Hill Township as the existing fire services agreement will continue unchanged after the incorporation of Baldwin Township. Incorporation of Baldwin Township can enhance the reliability of the fire service because it will allow the Township, as a city, to engage in longer term financial planning and budgeting for needed equipment.

Other Adjacent Townships: Greenbush, Livonia, Orrock, Princeton, Spencer Brook, Stanford, & Wyanett

There are three townships immediately adjacent to Baldwin Township and four other Townships that abut Baldwin Township on its corners that do not have any service agreements with the Town:

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Princeton and Greenbush Townships in Mille Lacs County, Livonia and Orrock Townships in Sherburne County and Spencer Brook, Stanford, and Wyanett Townships in Isanti County. The property taxpayers in Livonia and Orrock Townships may financially benefit from the increase in tax base to Sherburne County and Princeton School Districts created by the growth in Baldwin Township. A larger tax base for the county and schools, plus higher enrollment in the schools, may result in lower overall tax burdens for the residents of Livonia and Orrock Townships. There is no anticipated impact on the other five townships.

Table K: Tax Base & Tax Rates for Adjacent Townships

Jurisdiction	Pay 202 Net Tax Capacity	Preliminary Pay 2024 Tax Capacity Rate	Pay 2023 Tax Capacity Rate	Credit Rating
Princeton Township	\$ 3,321,584	16.851	15.197	Unrated
Greenbush Township	\$ 1,696,111	14.112	15.655	Unrated
Livonia Township	\$ 9,563,107	17.133	17.344	AA-
Spencer Brook Township	\$ 2,852,605	17.706	18.608	Unrated

Impact of Incorporation on Adjacent Townships: Incorporation of Baldwin Township is not expected to have any direct material financial impact upon the adjacent Townships.

Factor 9: Affected & Adjacent Jurisdictions Conclusion

The proposed incorporation of Baldwin Township is not expected to have any material financial impact on adjacent jurisdictions.

Factor 10: Town Delivery of Services

This report has provided analysis demonstrating the importance of incorporation to protect the tax base and access state aids to make the delivery of services more affordable. In addition, incorporation will provide statutory tools that will allow Baldwin to promote diversity in its tax base.

Economic Development & Redevelopment

Cities are able to establish local Economic Development Authorities or Housing and Redevelopment Authorities under general state law. These Authorities can utilize certain powers identified within M.S. Chapter 469 including eminent domain, power to own and dispose of property, fund economic development and redevelopment activities, and loan funds. Tax Increment Financing (TIF) is a tool widely used by cities to encourage economic development and redevelopment efforts through the ability to capture and utilize the increased property tax revenue stemming from a new development. Cities can establish a TIF District without approval of any other body as long as certain statutory criteria and public benefits are met. TIF can be used to provide funding to incentivize business expansion and retention, provide affordable housing opportunities and correct blighted conditions within a community.

SECTION 1: INCORPORATION STUDY

Rural Townships cannot create a TIF District without special legislation or by requesting the County Board to establish one (in which case, the County would control the use of TIF). There are not currently any active TIF Districts within Baldwin Township. Incorporation would allow access to using TIF to supplement planning efforts and attract quality business development to the community, preserve or expand residential housing options or provide for site corrections and public infrastructure necessary to overcome barriers to desired development.

The existing tax base and anticipated growth within Baldwin Township is primarily comprised of single-family residential development with a population that is expected to increase. A prevalent goal within growing communities is to attract a broad range of housing, including multi-family senior and workforce housing so residents can live and work in the same community. Cities have a significant advantage over townships in seeking to attract a range of housing options to their communities. In the current economic environment of high interest rates and high construction costs, ex-urban communities are unable to attract multifamily housing without providing some degree of city assistance. Cities can utilize TIF to attract this housing. Incorporation is needed in order to be able to attract a range of housing options and diversify the tax base.

Factor 10: Town Delivery of Services Conclusion

Incorporation will provide the City of Baldwin with the economic development tools necessary for the City to ensure there are a range of housing options in the community —tools that it lacks as a Township, and which will help it achieve economic growth and diversify its tax base with the addition of commercial and industrial properties.

Factor 11: Future Services

The Township's assessment of the future needs of the community are the same regardless of incorporation. Roads need to be reconstructed, fire engines and plows need to be purchased, and basic government services need to be rendered. The proposed incorporation of Baldwin Township will give Baldwin, as a city, the financial capacity to deliver these services in the most cost-effective way for local property taxpayers. There is no evidence that an annexation to a neighboring community would improve or more efficiently provide necessary services. As previously discussed, incorporation will provide significant levels of state resources to help pay for government services, fire equipment, and Baldwin's pavement management program. This study has quantified the projected tax impact of state aids in Figure 9. The benefit of the state aids is also shown in **Appendix A**, which details the financial benefits in of incorporation in 2025 and 2026 on Baldwin's Tax Levy. By 2026, the total tax levy, including operations and debt, is projected to be \$2,425,248 if Baldwin remains a township. If, on the other hand, it is incorporated as a city and gains access to various state aids, the projected 2026 total tax levy is \$1,928,550. This represents a \$496,698 reduction in the 2026 tax levy solely due to incorporation.

Factor 11: Future Services Conclusion

Incorporation of Baldwin Township will provide additional funding from the State of Minnesota to pay for government services and capital purchases and projects, allowing Baldwin to deliver

services cost-effectively into the future. No other form of government will bring similar resources to the community.

Conclusion: Findings as the Basis to Order Incorporation

The findings in this report demonstrate that Baldwin Township provides the services normally found in a typical Minnesota city. Incorporation will not reduce the quality or scope of any of the services provided by the Township. Incorporation is needed to stabilize the Township's tax base and place it in a better position to adequately budget for long-term capital needs. Incorporation will also preserve the necessary resources to provide the services more economically. Incorporation will protect and enhance the future adequacy of services required to protect the public health, safety, and welfare of its residents.

Further, the proposed incorporation would be in the best interests of Baldwin and its residents. Under the township form of governance, annual budgets are subject to approval by limited electorate participation and the threat of annexation creates instability in funding as unexpected annexations of significant portions of the Township's tax base are possible as occurred when the City of Princeton annexed a trailer park containing approximately 250 residents in 2021 over the objections of Baldwin Township. Both of these issues hinder the Township's ability to make long-term capital investments necessary to preserve and enhance the needs of the community. Placing the decision-making in the hands of an elected city council representing a City with stable borders provides greater financial stability to ensure both current and long-term needs are addressed.

Incorporation also provides access to additional tools and resources for the community to directly address planning, infrastructure, economic development, and redevelopment objectives, including access to significant Local Government Aid (LGA) and Minnesota State Aid (MSA) funding for road maintenance and construction. Because these tools are not available to a Township form of government, the Township form of government is no longer adequate for Baldwin Township to protect the health, safety, and welfare of its residents.



SECTION 2:

**IMPACTS OF ANNEXATION
BY THE CITY OF
PRINCETON**

Impacts of Annexation by the City of Princeton

The City of Princeton, in some of its planning documents, has indicated the intention of annexing large portions of Baldwin Township. This section of the report analyzes the impact on Baldwin and its property taxpayers if that annexation were to occur.

The City of Princeton (the “City”) sits to the north of Baldwin Township (the “Township”). In 2020 the City identified 20,686 acres of developable property located in the surrounding townships and included this property into its future growth plans as documented in the City’s 2020 Comprehensive Sanitary Sewer System Plan and the 2020 Comprehensive Plan. Of the 20,686 acre expansion area, almost 45% (or 9,263 acres) is located in Baldwin Township. The proposed annexation area within Baldwin Township (the “Annexation Area”) currently contains 1,189 parcels, including 909 parcels with homes and 86 developed commercial and industrial properties that represent 37% of the Township’s total estimated market value. The loss of tax base is shown in the table below.

Table L. Change in Tax Base as a Result of City of Princeton Annexation

Measure of Tax Base	Tax Base Within Current Boundaries of Baldwin Township	Less Tax Base within Annexation Area	Remaining Tax Base after Annexation	Tax Base Loss
Estimated Market Value	\$ 1,138,384,900	\$ 420,054,000	\$ 718,330,900	-37%
Net Tax Capacity	\$ 11,562,302	\$ 4,288,104	\$ 7,274,198	-37%

Financial Impacts to Properties Remaining in Baldwin

The proposed annexation of 9,263 acres of Baldwin Township poses several financial challenges to the remaining Township, regardless of whether it remains a township or incorporates as a city. First, we project that the loss of the Annexation Area will reduce Baldwin’s population from 7,042 people in 2022 to 4,491 residents, shy of the required 5,000 in population needed to receive Municipal State Aid (MSA) from the State of Minnesota to fund road construction and maintenance. Losing the Annexation Area will cost Baldwin \$536,947 per year in lost MSA funding.

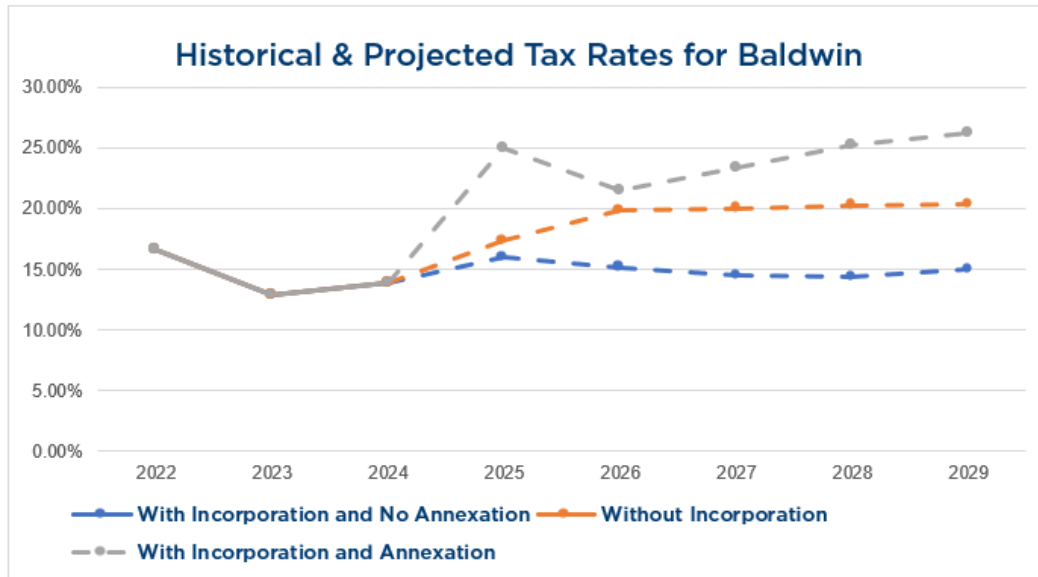
Second, Baldwin as a city will receive less Local Government Aid (LGA) from the State of Minnesota after losing the Annexation Area. Without annexation, the Department of Revenue estimates LGA could be approximately \$210,000 per year. The Department of Revenue estimates that after losing the Annexation Area, Baldwin would only receive approximately \$70,000 per year, representing a loss of \$140,000 or 67% of potential LGA. To receive any LGA the new City of Baldwin will need to obtain special legislation similar to the new City of Rice Lake. The amounts the new City of Baldwin could likely receive under special legislation – with and without annexation – were estimated by the Department of Revenue based on data provided in part by Ehlers.

SECTION 2: IMPACTS OF ANNEXATION BY THE CITY OF PRINCETON

Third, Baldwin will lose diversity in its tax base because the vast majority of its commercial and industrial properties lie within the Annexation Area. Commercial and industrial properties generate more net tax capacity (tax base) than a single-family residential property with the same estimated market value. Losing the majority of the commercial/industrial tax base will raise tax rates for everybody remaining in Baldwin.

These cumulative financial impacts to the taxpayers in the remaining portion of Baldwin can be demonstrated by looking at the impact on the property tax rate with and without annexation.

Figure 10. Projected Tax Rates for Baldwin



The taxpayers in Baldwin Township will be best served at the lowest cost with incorporation of the full area of Baldwin Township. Inclusion of the Annexation Area into the City of Princeton will result in the highest tax scenario for the remaining citizens of Baldwin.

Property Tax Implications for Annexed Properties

The property owners of the 1,189 properties within the proposed Annexed Area will also face financial challenges. In Pay 2024, the City of Princeton has a considerably higher tax rate than Baldwin Township. We compared local taxes annexed properties would pay after annexation as compared to staying in Baldwin. The comparison uses Pay 2024 tax rates for both jurisdictions.

For all classes of property, the local portion of property taxes (City property taxes) would increase 333% with annexation to the City of Princeton.

Table M. Pay 2024 Tax Impact on Baldwin Township Properties if Annexed by the City of Princeton

Property Classification	Estimated Market Value	2024 Township Taxes Paid in Baldwin	2024 City Taxes Paid If Annexed Into Princeton	Tax Increase
Homestead Residential	\$ 155,400	\$ 215.24	\$ 932.87	\$ 717.62
	\$ 202,200	\$ 280.07	\$ 1,213.81	\$ 933.74
	\$ 254,300	\$ 332.29	\$ 1,440.12	\$ 1,107.83
	\$ 300,100	\$ 401.54	\$ 1,740.27	\$ 1,338.73
	\$ 350,100	\$ 477.03	\$ 2,067.43	\$ 1,590.40
	\$ 400,000	\$ 552.38	\$ 2,394.00	\$ 1,841.62
	\$ 450,500	\$ 623.99	\$ 2,704.35	\$ 2,080.36
Commercial and Industrial Preferred	\$ 501,100	\$ 694.49	\$ 3,009.90	\$ 2,315.42
	\$ 144,500	\$ 300.29	\$ 1,301.45	\$ 1,001.16
	\$ 257,200	\$ 608.61	\$ 2,637.72	\$ 2,029.11
	\$ 351,500	\$ 869.84	\$ 3,769.88	\$ 2,900.04
	\$ 454,300	\$ 1,154.62	\$ 5,004.10	\$ 3,849.48
	\$ 651,000	\$ 1,699.52	\$ 7,365.68	\$ 5,666.16
Unimproved Residential Land	\$ 1,305,400	\$ 3,512.34	\$ 15,222.41	\$ 11,710.07
	\$ 35,100	\$ 60.81	\$ 263.53	\$ 202.73
	\$ 71,000	\$ 118.56	\$ 513.86	\$ 395.29
	\$ 118,400	\$ 204.99	\$ 888.44	\$ 683.45

Impact on the City of Princeton Taxpayers

Our analysis assumes that the City of Princeton annexes the Annexation Area in full at the end of 2024 and the remaining portions of Baldwin Township incorporate as a City. Upon annexation, the residents and businesses in the Annexed Area will receive no additional services than are being provided currently, although Princeton would provide these services rather than Baldwin.

The City of Princeton will need to incur additional costs in its 2025 budget to accommodate a 47% increase in population resulting from the Annexation.

Table N. Change in City of Princeton's Population with Annexation

City of Princeton Population Change	
2022 Princeton Population	5,431
Annexed Population	2,551
Total New Population	7,982
Percent Increase	47%

We have conservatively estimated increases to budgeted expenditures in 2025, as shown in **Appendix B**, totaling \$1,100,645. The largest components of the budget increase are for additional

SECTION 2: IMPACTS OF ANNEXATION BY THE CITY OF PRINCETON

police officers and vehicles and public works staffing and a snowplow. It is assumed that the City’s existing administrative and finance staff could accommodate the significant growth in land area and population with a negligible \$35,000 in increased cost. No new expenses were assumed for parks and recreation. The additional 2025 costs, combined with the costs already in the 2024 budget and inflated 4.5%, result in total projected budgeted expenses of \$7,438,222 for 2025, which represents a 23% increase over 2024. We also verified with the Department of Revenue that annexation would not result in material increases to the City’s receipt of Local Government Aid.

To calculate the projected 2025 tax levy for the City of Princeton following annexation of the Annexation Area, we determined the amount needed to pay for the projected 2025 expenses plus maintain its General Fund balance at an amount equal to 42% of the City’s current year expenses. We prepared a 2025 financial projection for the City of Princeton with and without annexation of the Annexed Area. The resulting impacts on projected tax rates are shown in Table O.

Table O. Projected City Taxes on a Median Valued Home (\$229,000) in the City of Princeton

	2024	2025
Without Annexation	\$ 1,169	\$ 1,211
With Annexation	\$ 1,169	\$ 1,066
Difference	\$ -	\$ (144)
% Change		-12.3%

The tax impact shown in Table O makes the following assumptions to provide a true comparison from 2024 to 2025 that is not distorted by statutory changes or changes to market value:

1. The Minnesota legislature changed the market value exclusion calculation for Pay 2025 which will have the impact of reducing taxes for homes valued less than \$500,000. This statutory change was not included in the Pay 2025 tax estimate.
2. The average median value of our sample home (\$229,000) was held constant from 2024 to 2025. In all likelihood, market values will increase for Pay 2025, increasing the property taxes for that home.

In addition to the increase in budgeted operating expenses and equipment resulting from annexation, Princeton would assume responsibility for maintaining the roads within the Annexed Area. Baldwin Township currently has a capital improvement plan that identifies a cost of \$3,425,000 in 2025 to reconstruct streets within the Annexed Area. Upon annexation, Princeton would assume responsibility for paying for and improving these streets. The estimated 12% reduction to the City of Princeton’s tax rate does not take into account the cost of the necessary street projects, which amounts to 56% of Princeton’s entire 2024 City budget.

Conclusion: Financial Impacts of Potential Annexation by the City of Princeton

If annexed, the Baldwin property owners would experience up to a 333% increase in local property taxes. In exchange for higher property taxes the annexed residents would receive substantially the same services they are currently receiving, although some of the services provided by Princeton such as emergency response may be inferior to those currently provided by the Township. From a financial perspective, those properties sought to be annexed by the City of Princeton are better served remaining with the incorporated City of Baldwin rather than being annexed to the City of Princeton. The annexation could potentially lower the City of Princeton's local property taxes by an estimated 12%. The benefit to Princeton homes is significantly smaller than the "penalty" to Baldwin homes, resulting in a major shift of tax burden from Princeton properties to Baldwin properties without significantly higher services being provided to the annexed properties.



SECTION 3:

**CONCLUSION: FINDINGS
AS THE BASIS TO ORDER
INCORPORATION**

Conclusion: Findings as the Basis to Order Incorporation

The findings in this report demonstrate that Baldwin Township provides the services normally found in a typical Minnesota city. Incorporation will not reduce the quality or scope of any of the services provided by the Township. Incorporation is needed to stabilize its tax base and place it in a better position to adequately budget for long-term capital needs. It will also preserve the necessary resources to provide the services more economically. Incorporation will protect and enhance the future adequacy of services required to protect the public health, safety, and welfare of its residents.

Further, the proposed incorporation would be in the best interests of Baldwin and its residents. Under the township form of governance, annual budgets are subject to approval by limited electorate participation and the threat of annexation creates instability in funding as unexpected annexations of significant portions of the Township's tax base are possible as occurred when the City of Princeton annexed a trailer park containing approximately 250 residents in 2021 over the objections of Baldwin Township. Both of these issues hinder the Township's ability to make long-term capital investments necessary to preserve and enhance the needs of the community. Placing the decision-making in the hands of an elected city council representing a City with stable borders provides greater financial stability to ensure both current and long-term needs are addressed. Incorporation also provides access to additional tools and resources for the community to directly address planning, infrastructure, economic development, and redevelopment objectives, including access to significant Local Government Aid (LGA) and Minnesota State Aid (MSA) funding for road maintenance and construction. Because these tools are not available to a Township form of government, the Township form of government is no longer adequate for Baldwin Township to protect the health, safety, and welfare of its residents.



APPENDIX B:

**FINANCIAL IMPACT OF
INCORPORATION ON
BALDWIN'S TOTAL TAX
LEVY IN 2025 & 2026**

Financial Impact of Incorporation on Baldwin's Total Tax Levy in 2025 and 2026

General Fund and Property Tax Levies	Budget 2024	Projected 2025 With Incorporation	Projected 2025 Without Incorporation	Projected 2026 With Incorporation	Projected 2026 Without Incorporation
Revenues					
General Property Tax	450,000	530,000	530,000	265,669	370,669
LGA	-	-	-	105,000	-
Other	71,035	72,133	72,133	73,253	73,253
Total Revenue	521,035	602,133	602,133	443,922	443,922
Total Expenses	744,749	440,992	440,992	443,922	443,922
Net Revenues Over/(Under) Expenses	(223,714)	161,141	161,141	-	-
Other Special Levies					
Debt Service	206,551	122,650	122,650	122,881	439,579
Special Revenue	15,000	15,000	15,000	15,000	15,000
Road and Bridge	500,000	700,000	875,000	900,000	875,000
Fire Fund	190,000	200,000	200,000	200,000	200,000
Capital Improvement Fund	120,000	-	-	-	-
Contracted Fire Services	-	135,000	135,000	125,000	125,000
Fire Apparatus Infrastructure Fund	60,000	100,000	100,000	200,000	300,000
Park Fund	60,000	90,000	90,000	100,000	100,000
Total Special Levies	1,151,551	1,362,650	1,537,650	1,662,881	2,054,579
Total Tax Levy	\$ 1,601,551	\$ 1,892,650	\$ 2,067,650	\$ 1,928,550	\$ 2,425,248
Additional Levy Required in 2025 Without Incorporation			\$ 175,000		
Additional Levy Required in 2026 Without Incorporation					\$ 496,698



APPENDIX B:

**CITY OF PRINCETON'S
ASSUMED 2025 BUDGET
EXPENDITURES TO SERVE
ANNEXED AREA**

City of Princeton's Assumed 2025 Budgeted Expenditures to Serve Annexed Area

Budget Category	Expenses	
Administration	-	
Election	3,187	Increased PT election judge expenses by 47%
Assessing	5,436	Tripled existing Sherburne County expense and inflated 3%
Finance	-	Using contract finance services. Would probably need to hire Finance Director position to manage growth
Legal	18,810	Increased Civil and Criminal by 25%
Technology	-	
Building Inspections	-	Increased expenses would be offset by increased permit revenue
Planning and Zoning	7,500	Additional engineering fees
Library	-	
City Hall	-	
Subtotal Gen Govt	34,933	
Police	369,408	Assumes 3 new officers at all-in cost of of \$37/hour plus 60% for benefits based on existing City benefit costs
Public Safety Building	-	
Fire	35,363	Expense for PT Staff for Fire Calls increased 47%
Disaster Relocation	-	
Emergency Management	-	
Subtotal Public Safety	404,771	
Pub Works Admin	-	
Storm Sewers	500	Doubled maint and repairs for ditch maintenance
Streets	129,324	Increased public works personnel cost by 47% to reflect population growth and lower density in Annexed Area
Streets	27,013	Increased Maint and Repairs by 47%
Streets Contract Labor	104,124	This is for sealcoating. Increased 47%
Flight Service Station	-	
Compost Site	-	
Mosquito/Weed Control	-	
Shade Tree	-	
Cemetery	-	
Civic Center	-	
Subtotal Public Works	260,961	
Parks and Rec Programs	-	
Park Maintenance	-	
Subtotal Parks and Rec	-	
Unallocated	50,000	Miscellaneous expenses related to increasing population
Capital Outlay		
Police Capital	180,000	Assumes purchase of two additional squad car and equipment
Police Capital	(100,000)	2024 capital budget was higher than historical, probably resulting from 1x expenditures from police aid
Public Works	270,000	Addition of one snow plow
Total	\$ 1,100,664.85	

EXHIBIT 4



BALDWIN TOWNSHIP

30239 128th Street, Princeton MN 55371

INCORPORATION PLANNING REPORT

February 29, 2024



Prepared by:

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I. EXECUTIVE SUMMARY

The purpose of this Planning Report is to provide data, analysis, and conclusions on behalf of Baldwin Township and its petition for incorporation. The following executive summary outlines the basis for incorporation of Baldwin Township as the City of Baldwin.

Minnesota Statutes Chapter 414 establishes the procedures and criteria for municipal incorporation. Minnesota Statute § 414.02, Subdivision 3(b) states that incorporation may be ordered if at least one of the following findings is made:

(1) *the property to be incorporated is now, or is about to become, urban or suburban in character.*

The planning analysis and conclusions of this report document that Baldwin Township is now or is about to become urban or suburban in character, based on the following findings:

- Baldwin Township was organized in 1850.
- Baldwin Township's current population is estimated as 7,043 persons, which is an increase of more than 50 percent since 2000.
- Baldwin Township currently has 2,495 households, which is an increase of more than 60 percent since 2000.
- There are 1,779 townships in Minnesota and only two have populations greater than Baldwin Township placing it in the upper 99th percentile.
- Baldwin Township has a larger population than 721 of the 855 cities in Minnesota, including the Cities of Princeton and Zimmerman, which would place the City of Baldwin in the 84th percentile of all cities in Minnesota.
- Baldwin Township has added an annual average of 30 new residential dwellings over the prior ten years and an annual average of 34 new residential dwellings over the prior five years.
- Incorporation is a natural progression in governance within areas experiencing high rates of growth such as Baldwin Township. Other townships experiencing high rates of growth and development recently incorporated include St. Augusta (2000), Columbus (2006), Scandia (2006), Nowthen (2008), Credit River (2021), and Empire (2023).
- Baldwin Township is experiencing a high rate of growth similar to other communities northwest of the Twin Cities Metropolitan Area. The 2022 population of Baldwin Township would be the fourth largest city in Sherburne County after St. Cloud (part), Elk River, Big Lake and would be the third largest city in Stearns County, second largest in Morrison County, third largest in Isanti County, and sixth largest in Wright County.

Conclusion: The sustained rate of growth of residential dwellings and the total number of households and resident population demonstrate that Baldwin Township is currently urban or suburban in character.

(2) *that the existing township form of government is not adequate to protect the public health, safety, and welfare; or*

The analysis conducted in this report finds that the Township form of government is no longer adequate to fully protect the health, safety and welfare of Baldwin Township's residents:

- Baldwin Township exercises municipal powers, including comprehensive planning; zoning; subdivision; building permits; septic permitting, inspection, and monitoring; administration; fire protection; parks; and public works.
- Incorporation will strengthen the position of the proposed City to exercise all the powers of a municipal authority to protect public health, safety, and welfare and provide for an environment consistent with the goals desired by the community.
- The annual tax levy for Baldwin Township is subject to approval by those members of the electorate that attend the annual meeting, which typically consists of less than 1 percent of the Township residents. Given Baldwin's large population and the scope of its operations, major operational issues such as long-term financing for capital improvements for facilities and infrastructure, equipment purchases, and government operations may be significantly impacted by a very small number of residents who show up at the annual meeting. As a City, Baldwin's City Council would determine the amount of the tax levy, which typically will be consistent with the proposed budget approved by the City Council.
- Townships are not eligible for Municipal State Aid highway funding. Incorporation will allow the proposed City to become immediately eligible for Municipal State Aid funding based on the current population, which is greater than 5,000 persons. Access to Municipal State Aid funding will enhance self-sufficiency, aid in maintenance and improvement of the existing roadway network, and serve to protect public health, safety, and welfare.
- Townships cannot utilize tax increment financing as a tool to promote the economic development goals of the community to improve infrastructure, create employment, or expand tax base. For most cities the size of Baldwin, tax increment financing is their primary economic development tool. Incorporation will allow the City of Baldwin to utilize tax increment financing to accomplish its economic development objectives.
- The existing township form of government is inadequate to protect public health, safety, and welfare within the community.

(3) *the proposed incorporation would be in the best interests of the area under consideration.*

- Baldwin Township currently provides all necessary public services within the Subject Area effectively and efficiently.
- Incorporation will expand municipal powers not allowed to townships, increasing the newly-incorporated City's capacity to deliver public services to protect public health, safety, and welfare.
- Baldwin Township provides for long-range planning within the entire community and incorporation protects and promotes continued long-range planning in the entire community.
- The stability of borders created by incorporation will allow the proposed City to better implement long-range plans already in place and better allow long-range planning for land use, transportation, infrastructure, community facilities and financing consistent with the goals of the entire community without the disruption caused by unanticipated annexations.
- Incorporation is in the best interests of the residents and properties of Baldwin Township.

Minnesota Statutes § 414.02, Subdivision 3(c) provides that a petition for incorporation may be denied “if the area, or a part thereof, would be better served by annexation to an adjacent municipality.” Baldwin Township is currently providing all necessary services within the entire community. There is no evidence that any part of Baldwin Township “would be better served by annexation.” The Statutes governing the process of incorporation require that the incorporation factors outlined by Minnesota Statutes § 414.02, Subdivision 3(a) must be the basis for any decision that an adjacent municipality could “better serve” all or a portion of Baldwin Township. Baldwin Township has comprehensively demonstrated that it currently provides all necessary services to the entire community effectively and efficiently to protect public health, safety, and welfare and to provide for the environment desired by the community. Moreover, Baldwin Township has been strategically planning to maintain and expand public services and infrastructure necessary to protect public health, safety, and welfare in anticipation of continued growth, while preserving the desired character of the community. To be “better served” requires evidence that an adjacent municipality can or will provide services more effectively and efficiently. There is no such evidence that an adjacent municipality can better serve Baldwin Township.

In summary, the planning analysis and conclusions of this Planning Report support the following findings for incorporation of Baldwin Township:

- Baldwin Township is now, or is about to become, urban or suburban.
- The existing township form of government is not adequate to protect public health, safety, and welfare.
- Incorporation will provide for the capability to use all municipal authority to provide for effective and efficient delivery of public services and infrastructure; protect public health, safety, and welfare; and to preserve the desired character of the entire community.
- The proposed incorporation is in the best interests of the entirety of Baldwin Township.
- There is no evidence that Baldwin Township, or any portion thereof, would be better served by annexation to an adjacent municipality or any other boundary configuration.
- The existing contiguity of jurisdictional boundaries will be preserved by incorporation.
- Incorporation of Baldwin Township is consistent with all statutory criteria and requirements.

Based upon the planning analysis of this report of the factors outlined by Minnesota Statute § 414.02, Subdivision 3(a) for consideration of incorporation and conclusions of this report with regards to Minnesota Statute § 414.02, Subdivision 3(b), Baldwin Township should be granted incorporation as the City of Baldwin.

II. GENERAL BACKGROUND FOR INCORPORATION

Baldwin Township is situated in the northeast corner of Sherburne County, Minnesota. Baldwin Township is adjacent to the City of Princeton in its northeast portion; Princeton Township and Greenbush Township in Mille Lacs County; Blue Hill Township and Lavonia Township in Sherburne County; and Spencer Brook Township in Isanti County, as shown on Map 1.

The Township was organized on September 13, 1850 including all of the territory that is now Baldwin Township, Blue Hill Township, and Santiago Township. In 1877, Baldwin Township was reorganized and reduced to its present geographic boundaries. Settlement of Baldwin Township began in the 1850's focused on agricultural activities surrounding regional overland, river, and rail transportation routes. The character of development has evolved as agriculture has declined replacing farming with residential dwellings. The current development pattern consists of primarily of suburban residential parcels with commercial and industrial uses within a defined area adjacent to US Highway 169.

The Baldwin Township Board of Supervisors on March 7, 2011 adopted Ordinance 200 (Appendix A) establishing a Planning Commission. The Planning Commission consists of seven members charged with advising the Town Board on growth and development. The Planning Commission developed a Comprehensive Plan that was adopted by the Town Board by Resolution 14-15 (Appendix B) on August 4, 2014. Baldwin Township on April 18, 2022 adopted a Zoning Ordinance (Appendix C), Subdivision Ordinance (Appendix D), and Building Ordinance (Appendix E) regulating land use, subdivision, and building activities. These ordinances became effective on June 20, 2023 in accordance with the Memorandum of Understanding approved by Sherburne County and Baldwin Township (Appendix F). The responsibilities assumed by Baldwin Township include the establishment of land use policy; adoption and administration of zoning regulations regarding land use and development; consideration of applications for subdivision of property; and receipt, review, and inspection of requests for building permits for construction and subsurface sewage treatment system permits for new or replacement individual private septic systems.

However, although Baldwin Township is now responsible for administering planning and zoning in the Township, the Township does not have full planning and zoning authority. Under Minn. Stat. 394.33, the Township's zoning must be consistent with and at least as restrictive as Sherburne County's Official controls that apply to Baldwin Township. This would include Sherburne County's Comprehensive Plan, Zoning Ordinance, and Subdivision Ordinance. As a result, the Township has no ability to rezone a property within the Township from agricultural to industrial or commercial zoning, no ability to rezone a property to a Planned Unit Development classification that would allow for flexibility in uses within a single development, and no ability to plan for and implement an addition to the Township's industrial park.

Most cities of Baldwin's size, particularly those on the outskirts of the Twin Cities Metropolitan Area, will ensure that they have vacant land that is zoned industrial to complement the City's economic development efforts in attracting industry to their city to better spread the tax burden among a more diverse tax base and to promote job creation in the city. Without the ability to control its own zoning, Baldwin Township cannot make the investments that are necessary to attract additional industrial tax

base as it has no certainty that Sherburne County will zone property in accordance with the Township's industrial marketing efforts. This split-zoning situation will put Baldwin Township at a disadvantage compared to neighboring cities in terms of growing the community's industrial and commercial tax base and creating local employment jobs opportunities. Incorporation will eliminate the requirement that the City of Baldwin must maintain its zoning ordinance in a manner that is consistent with and at least as restrictive as Sherburne County's ordinance, as Minnesota Statutes § 394.33 does not apply to city zoning ordinances. As a result, incorporation will allow the City of Baldwin to unify its planning and economic development efforts in the goal of attracting new industrial tax base and jobs into the City.

Baldwin Township has considered the merits of incorporation for several years. The basis for these discussions has been a desire for greater autonomy in land use planning and decision making in response to increasing interest for development by both land owners and developers. Incorporation will also address Baldwin Township's need to administer and finance public services and infrastructure, including fire protection by the Baldwin Township Fire Department, under financial powers granted a municipality versus a township form of government.

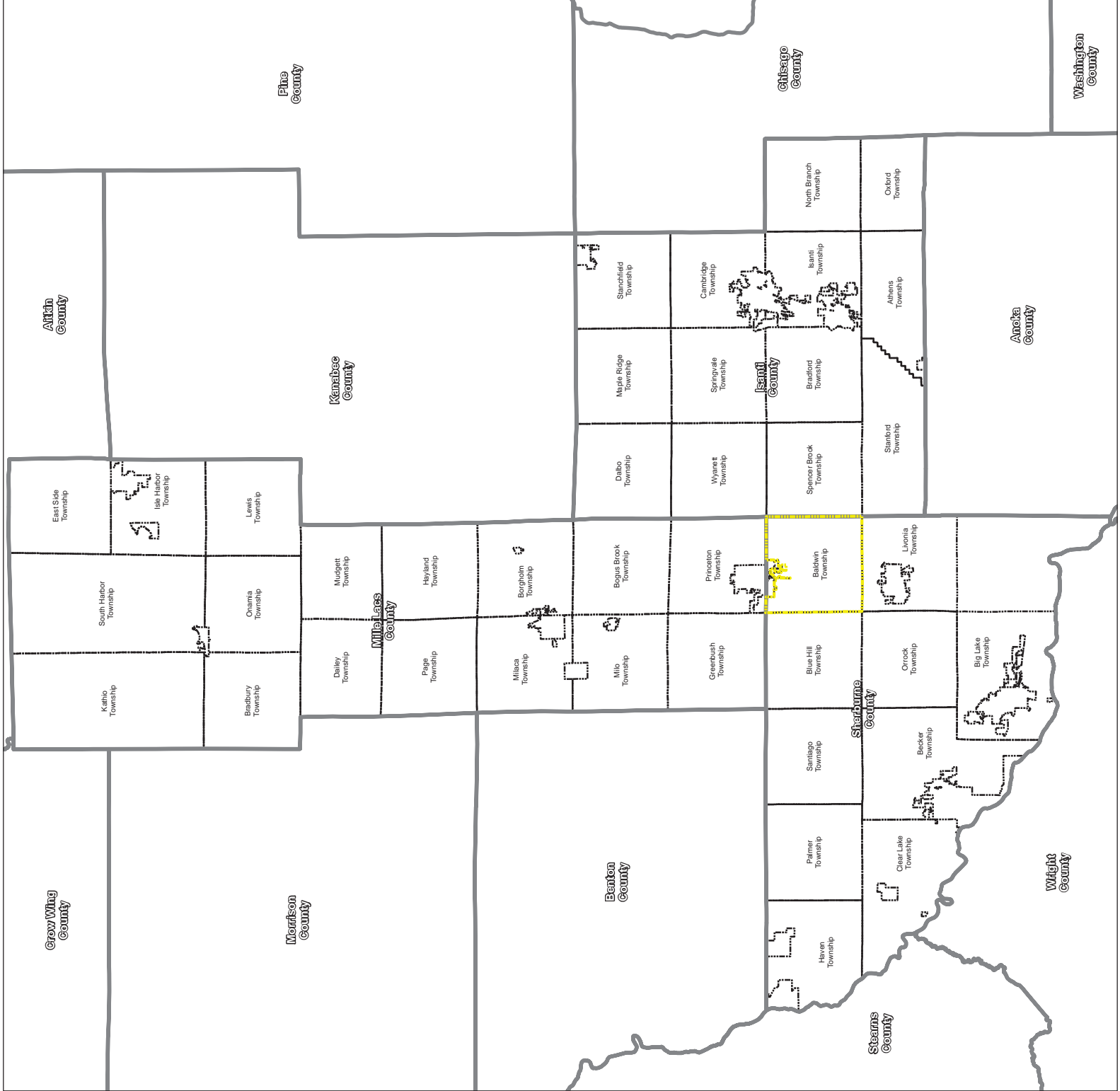
The topic of incorporation has been addressed at the Township's Annual Meetings for several years, with broad support for the effort and a Township study of incorporation for approximately 20 years. Baldwin Township also conducted a special Incorporation Questions and Answers meeting on December 20, 2023. Attendees were provided an opportunity to ask questions about the incorporation process and changes incorporation would mean for the community. Those who attended the special meeting were generally supportive of incorporation.

Baldwin Township

MAP 1

Area Location

- Legend**
-  Baldwin Township
 -  County Boundary
 -  Township Boundaries



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III. INCORPORATION FACTORS

Minnesota Statutes Chapter 414.02 establishes the exclusive method for municipal incorporation, including the specific relevant factors that must be considered in any decision for incorporation set forth in Minnesota Statutes § 414.02, Subdivision 3. This section of the Planning Report provides summary information and analysis of 12 of the 13 factors for incorporation. All references to and information related to the “Subject Area” is in regards to all of Baldwin Township.

A. Demographic Characteristics (Incorporation Factor 1)

The first factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Present population and number of households, past population, and projected population growth for the Subject Area.

Population

Table 1 below presents population data for the Subject Area, surrounding jurisdictions, and Sherburne County from the US Decennial Census in 2000, 2010, and 2020. Baldwin Township has experienced a significant increase in population over the past 20 years. The Minnesota State Demographic Center estimates the 2022 population of the Subject Area as 7,043 persons. Baldwin’s population would have been 7,283 in 2022, but approximately 240 residents were annexed in December 2021 when the KAW Parks LLC mobile home park was annexed to the City of Princeton

There are 1,779 townships in Minnesota and the State Demographers Office estimates there to be only two other townships in Minnesota with 2022 population larger than that of the Subject Area, which are Big Lake Township and White Bear Township, placing Baldwin Township in the 99th population percentile of all townships in Minnesota. The population of Baldwin Township has a larger 2022 population than 721 of the 855 cities in Minnesota, including the Cities of Princeton and Zimmerman, which places it in the upper 84th percentile of all cities in Minnesota.

The 2022 population of Baldwin Township would be the fourth largest city in Sherburne County after St. Cloud (part), Elk River, Big Lake and would be the third largest city in Stearns County, second largest in Morrison County, third largest in Isanti County, and sixth largest in Wright County. The 2022 population of Baldwin Township would also be the third largest city in Stearns County, second largest in Morrison County, third largest in Isanti County, and sixth largest in Wright County.

The rate of growth between 2000 and 2020 within the Subject Area is consistent with that of the City of Zimmerman and Livonia Township to the south, as well as Sherburne County overall, indicating the influence of US Highway 169 as a major growth corridor to the northwest of the Twin Cities Metropolitan Area. The much slower rate of population increases over the same period for the City of Princeton and Princeton Township farther north on the US Highway 169 corridor suggest that the market for growth to the north of the Subject Area has less demand.

Table 1 – Population

	2000	2010	2020	Change 2000-2020	
				#	%
Baldwin Township	4,623	6,734	7,104	2,481	53.7%
Princeton	3,933	4,698	4,819	886	22.5%
Princeton Township	1,947	2,256	2,228	281	14.4%
Blue Hill Township	762	2,176	2,507	1,745	229.0%
Livonia Township	3,917	5,951	6,174	2,257	57.6%
Zimmerman	2,851	5,228	6,189	3,338	117.2%
Spencer Brook Twp.	1,495	1,589	1,670	175	11.7%
Sherburne County	64,417	86,325	97,183	32,766	50.8%

Source: US Census Bureau

Households

Table 2 presents household counts for the Subject Area, surrounding jurisdictions, and Sherburne County from the US Decennial Census in 2000, 2010, and 2020. The trends for household growth within the Subject Area and surrounding communities parallels the trends in population growth outlined above with Baldwin Township growing by over 60%

Table 2 – Households

	2000	2010	2020	Change 2000-2020	
				#	%
Baldwin Township	1,556	2,334	2,531	975	62.7%
Princeton	1,624	1,926	2,104	480	29.6%
Princeton Township	693	837	839	146	21.1%
Blue Hill Township	257	714	830	573	223.0%
Livonia Township	1,222	1,900	2,079	857	70.1%
Zimmerman	963	1,802	2,177	1,214	126.1%
Spencer Brook Twp.	532	573	606	74	13.9%
Sherburne County	21,581	30,212	34,035	12,454	57.7%

Source: US Census Bureau

Forecasts

Baldwin Township has developed projections of growth for the Subject Area forecasting population and households for 2030 and 2040. There were 299 new residential dwellings constructed in the Subject Area between 2014 and 2023. Building permit data from Sherburne County and Baldwin Township illustrate the lingering effects of the Great Recession during the initial years of this period, with an increase to a consistent level of new construction occurring within the last five to six years of the period. The average annual rate of new home construction within the Subject Area for the 10-year period is 28 new dwellings per year with average annual rate increasing to 34 new dwellings for the most recent five-year period.

Table 3 – Subject Area Forecast at 10-Year and 5-Year Growth Rates

	2020 Actual	Household and Population Estimates				
		2022	10yr. Estimates		5yr. Estimates	
			2030	2040	2030	2040
Population	7,104	7,042	7,668	8,660	7,780	8,762
Households	2,531	2,495	2,791	2,071	2,767	3,107

Source: Minnesota State Demographic Center; The Planning Company LLC

As noted above, the 2020 and 2022 within the Subject Area can be attributed to annexation of a mobile home park to the City of Princeton. The forecasts for population and households within the Subject Area should be considered conservative. The growth trends for communities south of the Subject Area within the US Highway 169 corridor demonstrate strong growth. This growth is likely to continue and move farther north with completion of improvement of US Highway 169 to an expressway within the City of Elk River in 2024 that will increase the convenience of regional access to the Subject Area.

The last remaining traffic signal on US Highway 169 between US Highway 10 and the Subject Area will be at the Intersection of US Highway 169 and CSAH 4 in Zimmerman. Sherburne County secured State funding in 2021 for project design and development and as of September 2023 has an approved design layout. The Minnesota Department of Transportation and Sherburne County have yet to secure funding for construction of the interchange.

B. Land and Geographic Characteristics (Incorporation Factor 2)

The second factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Quality of land within the subject area; the natural terrain including recognizable physical features, general topography, major watersheds, soil conditions, and such natural features as rivers, lakes, and major bluffs.

The general character in terms of land and geology is moderately rolling in the southern portion of the Subject Area with more flat topography in the north portion. Elevations range from 950 feet to 1,050 feet across the Subject Area, with lands adjacent to the Rum River being some of the larger tracts of low areas.

Soils

The soil in a particular area will determine the type and extent of suburban development that can occur within the Subject Area. Factors such as soil strength, drainage, and frost characteristics may serve to limit buildings and structures that can be developed or the provision of subsurface sewage treatment systems. The primary soil type within the Subject Area is Zimmerman fine sand consisting of very deep, excessively drained soils that formed in sandy glacial outwash or eolian sediments on glacial outwash plains, stream terraces, deltas, lake terraces, dunes, beach deposits, and valley trains. These soils have rapid permeability with

slopes ranging from zero to 25 percent. In the area along the Rum River, there are soils that are also very deep and well drained with slopes up to three percent. The area adjacent to the north segment of the US Highway 169 corridor include Seelyville and Bowstring soils that are poorly drained soils on glacial outwash plains, valley trains, flood plains, glacial lake plains and glacial moraines with slopes of 0 to 15 percent. The soils within the Subject Area generally support continued suburban development.

Public Waters

There are extensive public waters within the Subject Area including the Rum River and many lakes and streams, as well as wetlands, as shown on Map 2.

Public waters are protected through the standards of the Shoreland Overlay District within the Baldwin Township Zoning Ordinance. The Baldwin Township Zoning Ordinance also establishes a Wild and Scenic Overlay District to protect and preserve the scenic, recreational, natural, historical, and scientific values of the Rum River within the Subject Area. The greatest potential impact for development is from floods adjacent to public waters. Baldwin Township has adopted floodplain management standards as part of the Baldwin Township Zoning Ordinance to minimize potential for property damage and protect public health, safety, and welfare. These environmental protection zoning districts have been certified by the Department of Natural Resources and Sherburne County as consistent with State rules to protect the public waters within the Subject Area.

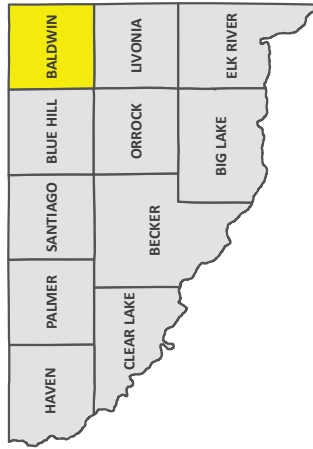
Wetlands within the Subject Area are protected by the Wetland Conservation Act of 1991. Administration of the Wetland Conservation Act remains within the jurisdiction of Sherburne County in accordance with the Memorandum of Understanding approved by Baldwin Township and Sherburne County related to planning and zoning responsibilities.

Baldwin Township provides for necessary protection of public waters within the Subject Area.

Baldwin Township

MAP 2

Public Waters

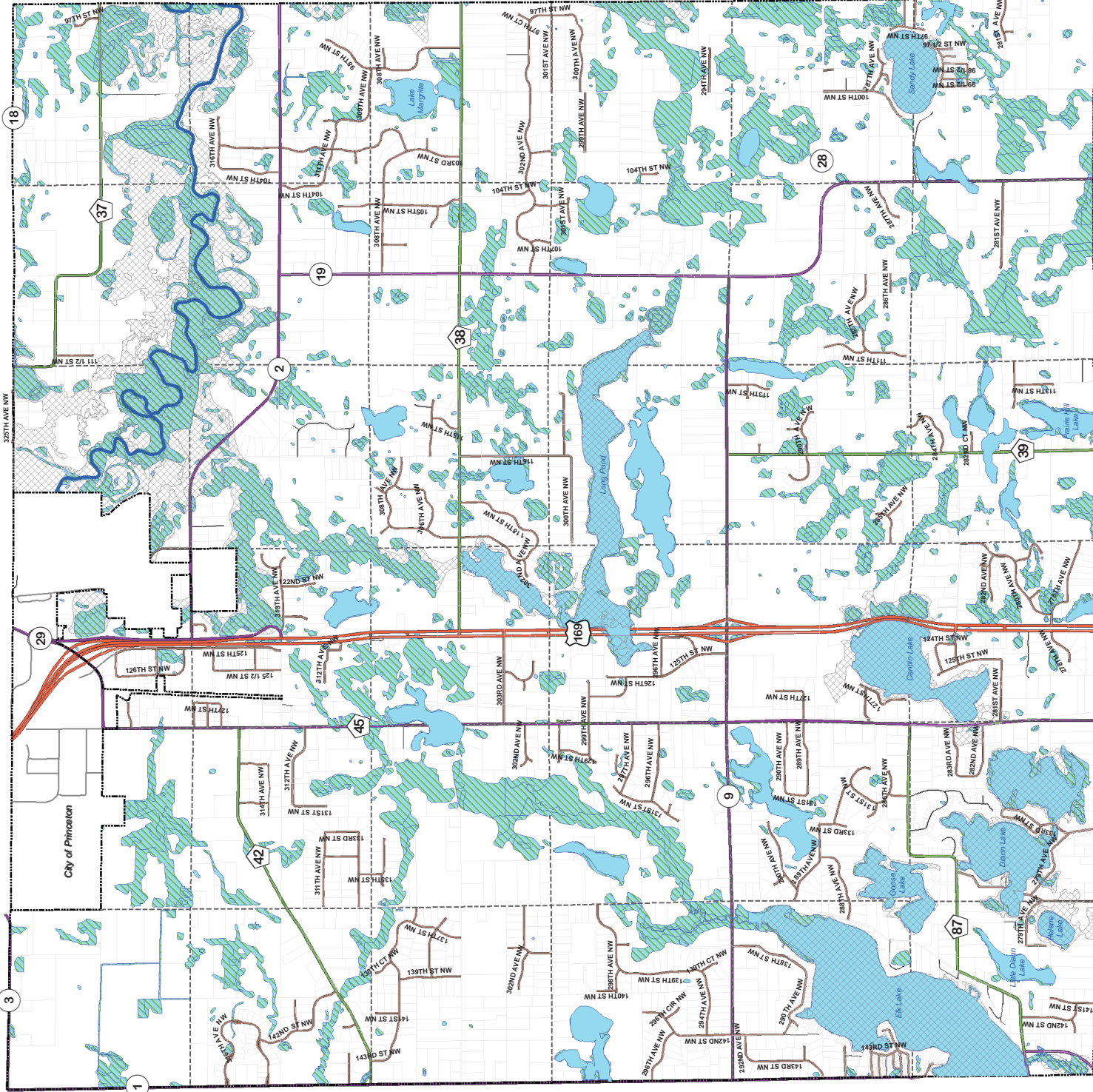


Legend

- Rum River
- DNR Public Waters
- Wetlands
- Flood Plain
- Township Boundary



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Watersheds/Stormwater Management

In 1985, the State of Minnesota passed Minnesota Statutes § 103B.301–103B.335, referred to as the Comprehensive Local Water Management Act. This act encourages counties to work with local and state agencies to develop and implement water management plans for their region. The current plan is the sixth-generation local water management plan and it identifies the goals of the watershed, performs an assessment of the issues, determines priority concerns, and contains an implementation plan.

The Subject Area is located within the Sherburne County Watershed and is subject to the 2018-2028 Sherburne Local Water Management Plan. A portion of the Subject Area is within the Rum River Watershed (HUC 07010207) and the remaining area is within the Mississippi River-St. Cloud Watershed (HUC 07010203).

The stormwater drainage system has been identified and is graphically depicted on Map 3. The stormwater in Baldwin Township is primarily managed with open ditches and roadway culverts. Stormwater basins provide water quality treatment, rate control, and flood protection before being discharged into the natural drainage system. Baldwin Township, through its zoning ordinances, requires all new developments to control surface or stormwater runoff to equal to or less than predevelopment conditions.

C. Existing Land Use and Physical Development (Incorporation Factor 3)

The third factor set forth in Minnesota Statutes for consideration regarding incorporation is:

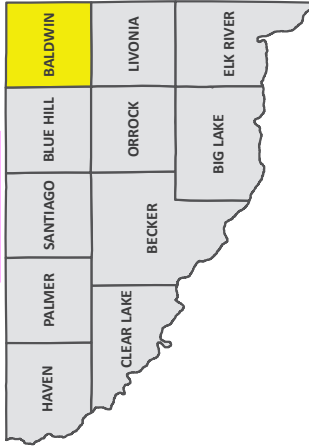
Present pattern of physical development, planning, and intended land uses in the Subject Area, including residential, industrial, commercial, agricultural, and institutional land uses and the impact of the proposed action on those uses.

Present Pattern of Development

There are a variety of existing land uses within the Subject Area characteristic of a suburban community including agriculture, single family residential neighborhoods, single family dwellings on small acreage, commercial and industrial business, quasi-public uses such as religious facilities, and public uses and essential services. The existing land uses within the Subject Area are summarized in Table 4 and depicted on Map 4.

Baldwin Township Watershed Map

MAP 3



Watershed Flow Paths



Watershed Boundary



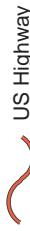
DNR Public Waters



Township Boundary



Roads



County-State Aid Highway (CSAH)



County Road



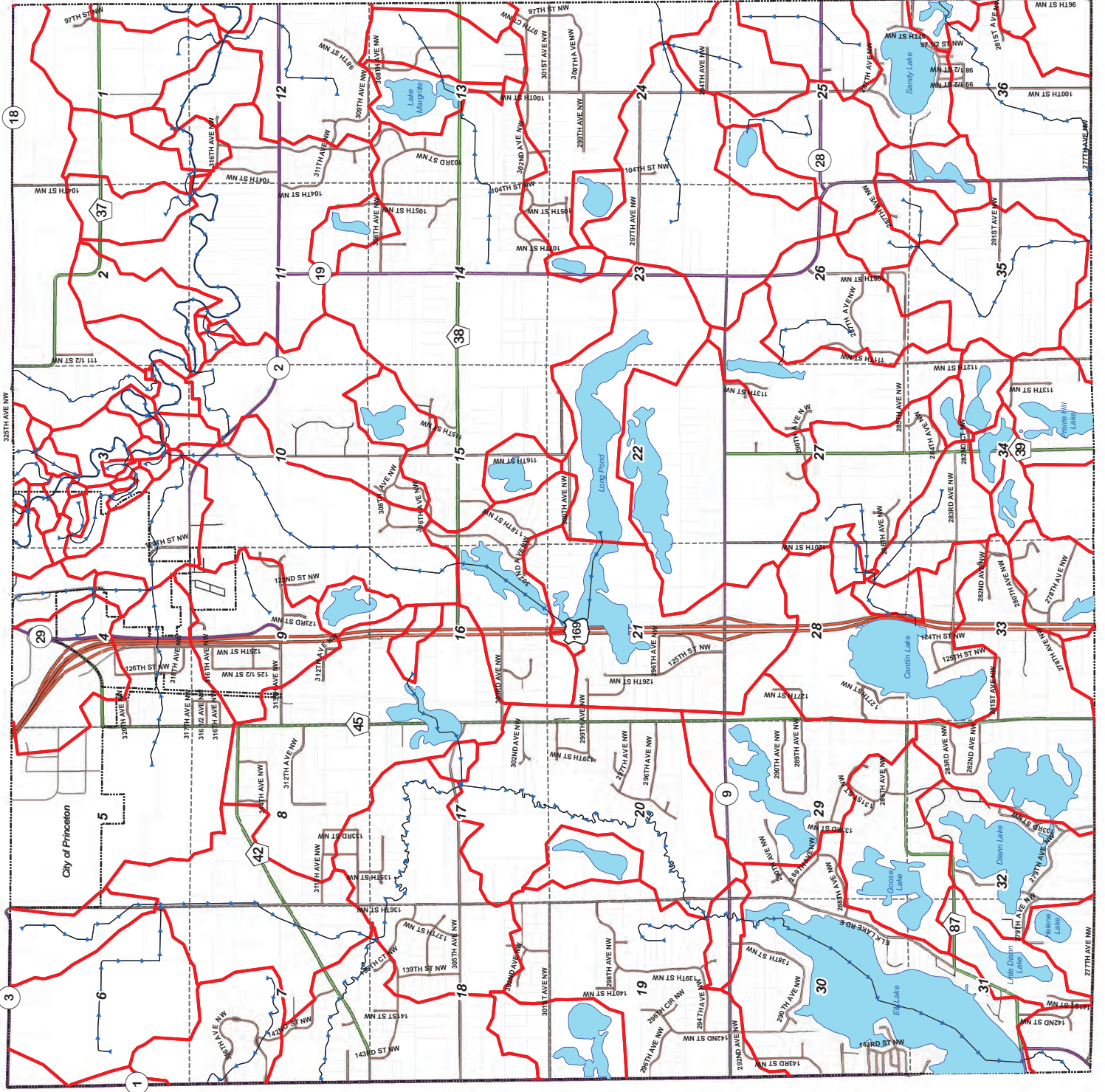
Township Road



Private Road



City Road



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Table 4 - Existing Land Use

	Acres	% of Total
Agriculture	9,026ac.	41.1%
Residential	11,187ac.	50.4%
Commercial	116ac.	0.5%
Industrial	17ac.	0.1%
Pubic/Quasi-Public	291ac.	1.3%
Water/ROW	1,368ac.	6.2%
TOTAL	21,887ac.	100.0%

Source: Sherburne County; The Planning Company LLC

The pattern of development within the Subject Area has resulted in scattered residential subdivisions that fragment large contiguous tracts of agricultural land as depicted on Map 5. Parcels that are ten acres in area or less are problematic to further develop in that the potential number of lots that can be subdivided is limited by natural and physical conditions of the parcel and the small area of the existing parcel unless multiple parcels are assembled by a developer. The placement of existing homes and large detached accessory buildings typical of development in the Subject Area without consideration for future resubdivision options further constrain subdivision design options. The limited number of potential lots that can be subdivided from existing developed areas with parcels 10 acres in area or less does not allow for costs for infrastructure to be allocated across the new development in a financially viable manner.

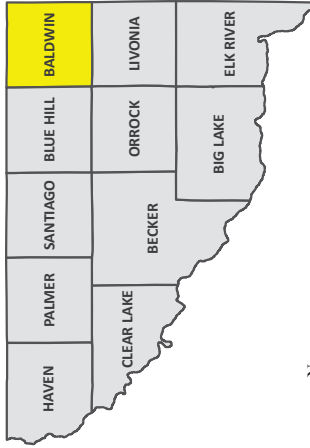
This pattern of development precludes physical practicality and financial feasibility of future extension of municipal sanitary sewer and water utilities. The existing pattern of development creates barriers for extension of municipal trunk sanitary sewer and potable water pipes to serve remaining large tracts of undeveloped parcels, many of which are not contiguous to each other. At the same time, the larger lot size and lack of density of the existing suburban residential plats coupled with the costs of retrofitting sanitary sewer services to these properties makes connection of existing platted properties and the installation of a traditional municipal sanitary sewer and water system within Baldwin Township cost prohibitive.

The feasibility of development within the Subject Area served by municipal sanitary sewer utilities is further addressed by Appendix A.

This factor will be further addressed by the engineering analysis prepared by Hakanson Anderson, Inc.

Baldwin Township

Existing Land Use



Township Boundary



City Limits

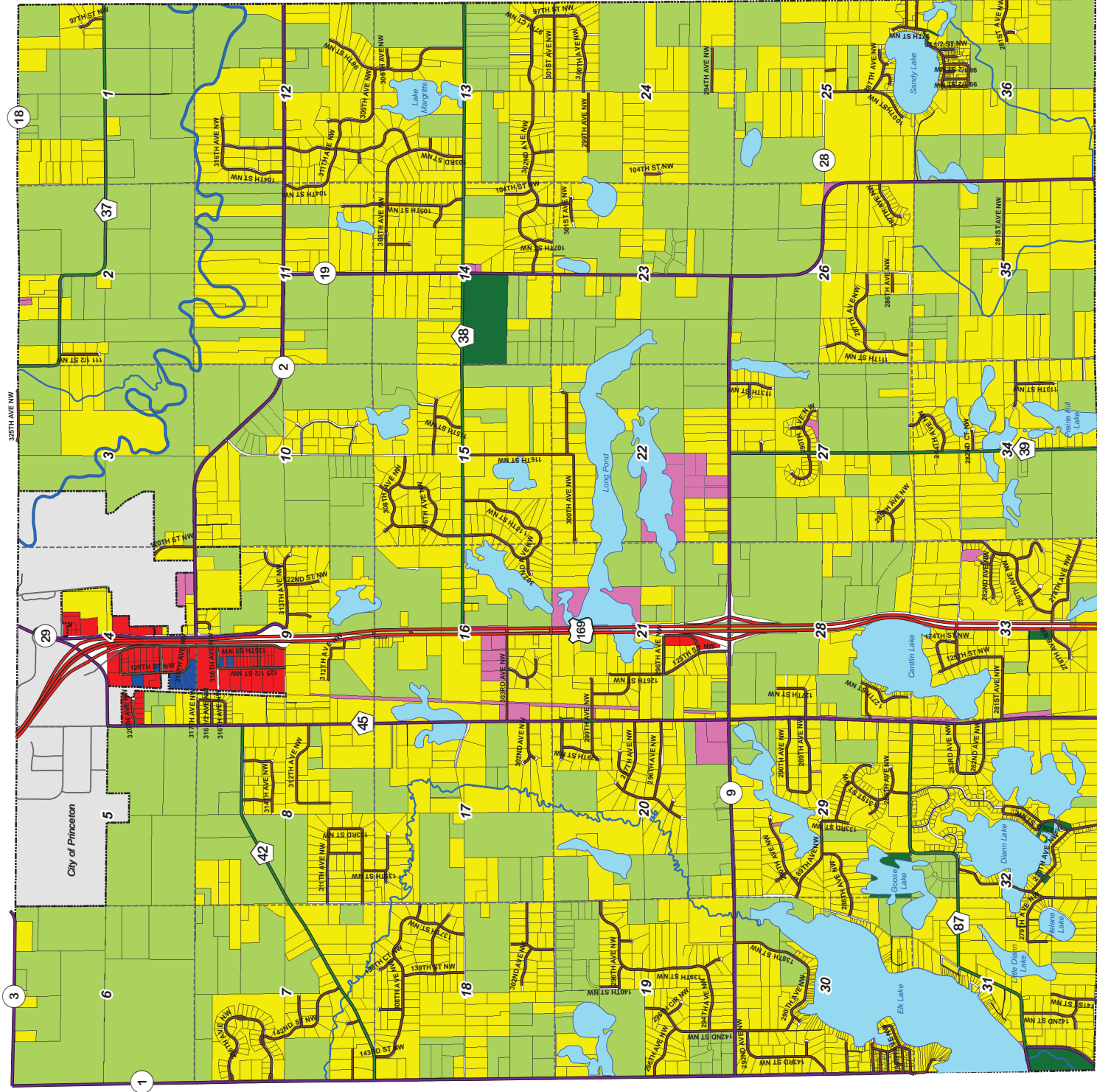
Existing Land Use

- Agriculture - 9026ac (40.6%)
- Residential - 11,187ac (50.4%)
- Commercial - 116ac (0.5%)
- Industrial - 17ac (0.1%)
- Park/Open Space - 163ac (0.7%)
- Public/Quasi Public - 163ac - 291ac (1.5%)
- ROW - 1368ac (6.2%)



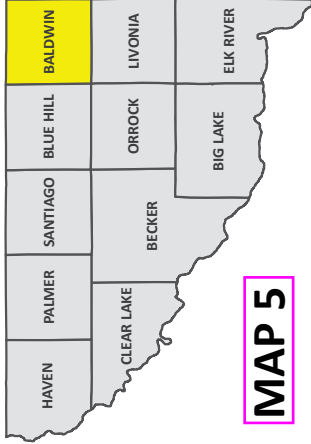
Source: Sherburne County, TPC

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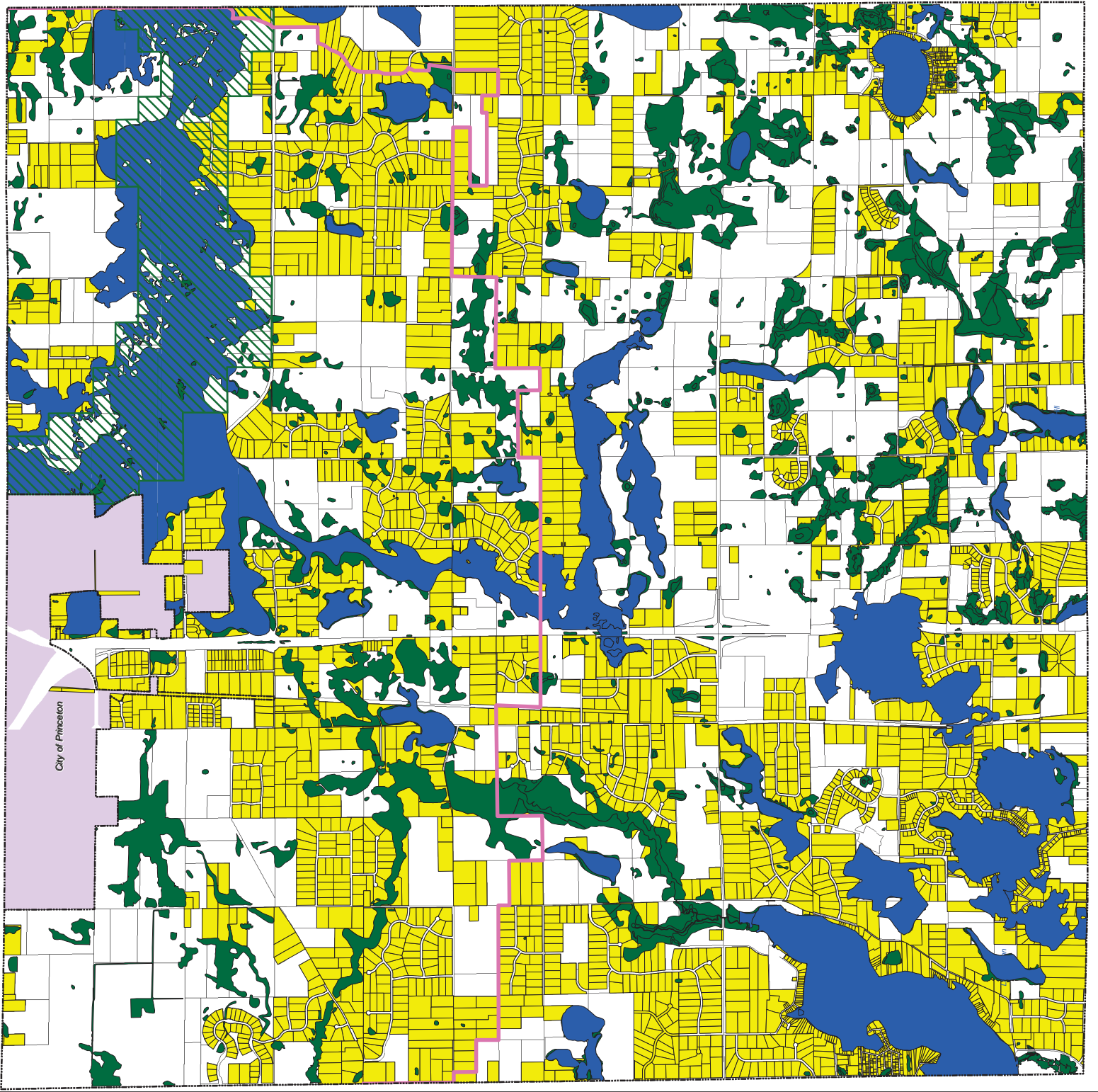
Baldwin Township

Map of Parcels ≤ 10 Acres



Legend

-  Princeton Sewer Area Boundary
-  Rum River WS District - 1222 Acres
-  Floodplain - 2935 Acres
-  NWI - 4894 Acres
-  Parcels 10ac or Less - 8916 Acres
-  Total Future Service Area - 9173 Acres
-  City of Princeton



SOURCE: Princeton Comprehensive Sanitary Sewer Plan (Figure 6-1)

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Planned and Intended Land Use

A Comprehensive Plan serves as the guide for future growth and development outlining the vision of the community for future land use; parks, trails, and open space; transportation; and community facilities. Within these broad overall topic areas, a Comprehensive Plan provides guidance concerning various other issues, including the protection of the natural environment, economic development strategies, historic preservation, and a variety of other topics. The purpose of the Comprehensive Plan is, therefore, to communicate the community vision to residents, property owners, businesses, and developers and simultaneously function as a decision-making tool for government officials.

Baldwin Township has been proactive in planning for anticipated growth and development that is occurring within the Subject Area. Baldwin Township adopted Resolution 14-15 approving the Baldwin Township Community Comprehensive Plan on August 4, 2014 addressing the social profile of the community, natural environment, existing and future land uses, economic development, transportation, community facilities, parks and recreation, and inter-government relations. The Baldwin Township Comprehensive Plan provides a framework for continued growth and development within the Subject Area.

Sherburne County adopted a 2040 Comprehensive Plan on November 7, 2023. With Baldwin Township assuming responsibility for planning and zoning functions from Sherburne County on June 20, 2022 in accordance with a Joint Powers Agreement, Sherburne County did not plan future land uses within the Subject Area. The Baldwin Township Community Comprehensive Plan has been used by the Town to guide land use and development within the Subject Area to better reflect local goals since assuming local responsibility for planning and zoning functions.

Future land uses guided by the Baldwin Township Community Comprehensive Plan and implemented through its Zoning Ordinance (and Zoning Map included as Map 7) are summarized by Table 5. The majority of the Subject Area is to be future residential land uses consisting single family dwellings on small acreage and suburban residential neighborhoods within platted subdivisions. Commercial and industrial development is to be located in proximity to the US Highway 169 corridor to utilize available access and visibility to serve both regional and local markets. Ancillary public and quasi-public uses will be developed in support of continued suburban development as the need arises.

Table 5 - Future Land Use

	Zoning District	Acres	% of Total
Residential	R1 District	21,588ac.	97.3%
Commercial	C1 District	163ac.	0.8%
Industrial	I1 District	426ac.	1.9%
TOTAL		22,177ac.	100%

Source: Sherburne County; The Planning Company LLC

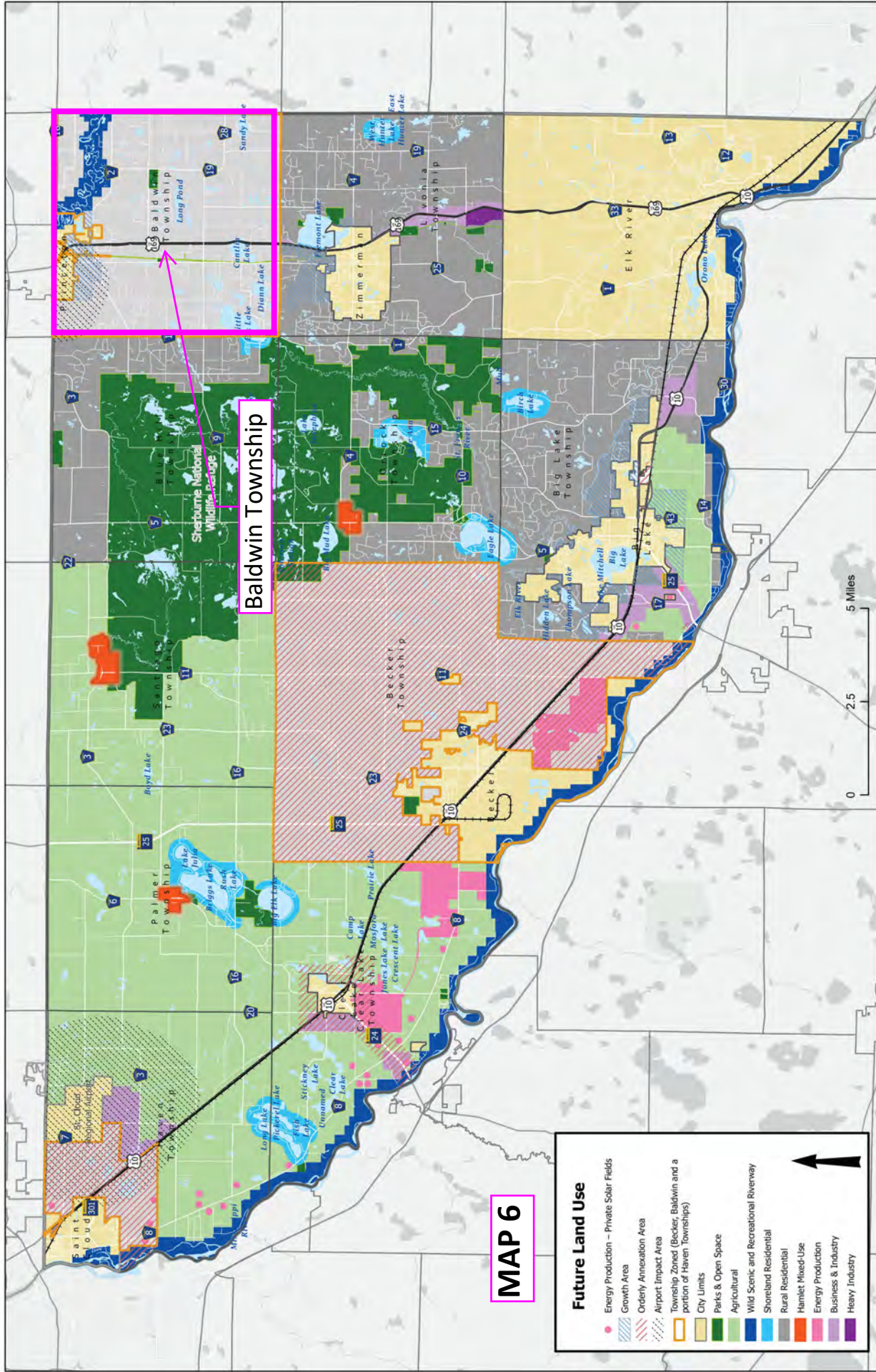
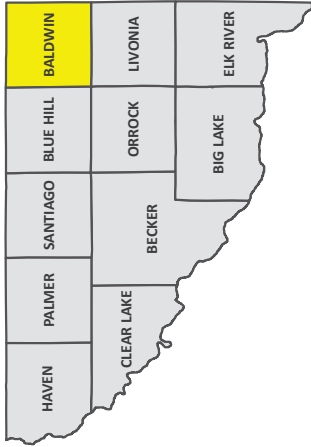


Figure 4.1 Sherburne County 2040 Land Use Plan Map

Baldwin Township Zoning Map

MAP 7



Township Boundary

City Limits

Zoning

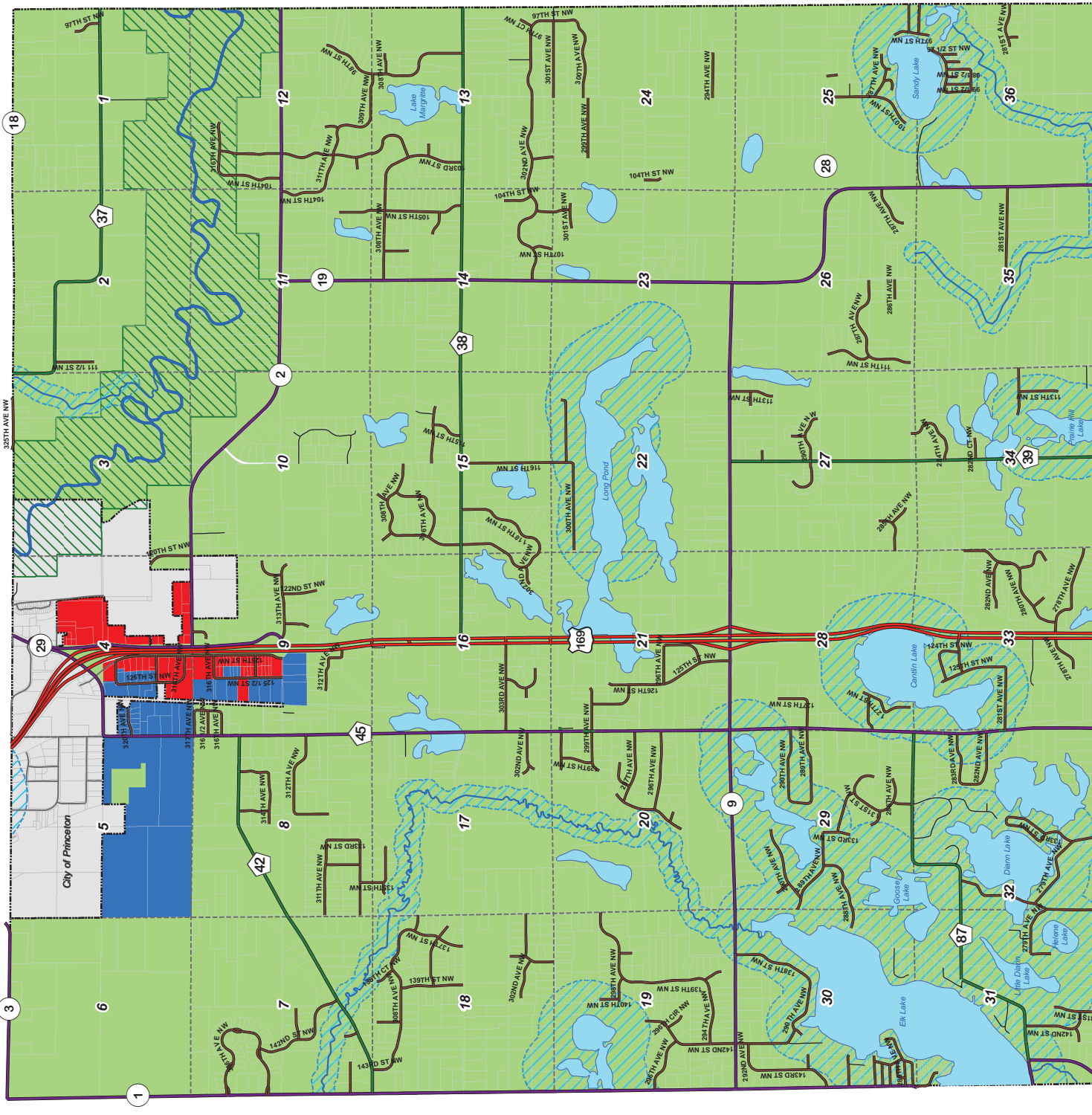
- R1, General Rural - 21,558ac (97.3%)
- C1, General Commercial - 163ac (0.8%)
- I1, General Industrial - 426ac (1.9%)
- S, Shoreland - 5231ac (23.6%)
- WS, Wild and Scenic - 1339ac (6%)

Roads

- US Highway
- County-State Aid Highway (CSAH)
- County Road
- Township Road
- Private Road
- City Street



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In accordance with Minnesota Statutes § 394.33, the Zoning Ordinance adopted by Baldwin Township must be consistent with or at least as restrictive as the provisions of the Sherburne County Zoning Ordinance. This limitation on authority to adopt zoning provisions, including designation of zoning districts different than those established by Sherburne County precludes the Baldwin Township from adapting its development regulations to the needs specific to the Subject Area. Baldwin Township is suburban in character and continuing to develop as such, but the regulations adopted by Sherburne County on a County-wide basis are oriented to more agricultural and rural land use activities, which are inadequate to address the more intense land uses occurring in the Subject Area. Incorporation will allow the proposed City to adopt development regulations independent from those enacted by Sherburne County to better meet the needs and challenges that accompany continued suburbanization of the Subject Area. This independence will include the authority to zone additional lands for commercial and industrial development for economic development purposes for which the City of Baldwin would also be able to exercise Tax Increment Finance powers to expand the tax base and provide employment opportunities within the Subject Area.

Potential Annexation

There are no prior or current orderly annexation agreements in place for the Subject Area between Baldwin Township and adjacent jurisdictions. Princeton on March 26, 2020 adopted a 2020 Comprehensive Plan Update (Map 8), which addresses potential annexation of land from the Subject Area:

- The Princeton 2020 Comprehensive Plan Update indicates the population of Princeton grew at an annual rate of seven percent from 1990 to 2015. The City forecast a population of 4,831 in 2020 (4,819 actual) and 5,026 in 2030. The Minnesota State Demographic Center estimates the 2022 population of the Princeton as 5,425 persons.
- The Princeton 2020 Comprehensive Plan Update does not provide a summary of acres for land uses shown on the Existing Land Use map. The Housing Chapter of the Princeton 2020 Comprehensive Plan update identifies 82 acres of vacant land within the City guided for residential uses that could accommodate between 154 to 205 dwelling units. As of this date, both properties remain undeveloped. The Princeton 2020 Comprehensive Plan also identifies three blocks within the Downtown Area for potential redevelopment with high density housing or mixed land uses, which has also not been realized as of this date.
- The version of the Princeton Future Land Use Plan map from the Princeton 2020 Comprehensive Sanitary Sewer System Plan included as Map 7 illustrates an overly optimistic vision for expansion of Princeton in all directions to a total area of 29,500 acres encompassing approximately 14,200 acres of Princeton Township and Greenbush Township in Mille Lacs County and in Sherburne County approximately 2,100 acres in Blue Hill Township and approximately 9,200 acres within the Subject Area.

This projected future expansion constitutes an additional 27,800 acres of land, 16 times more than the 1,700 acres of land within the current City of Princeton boundary identified by the Princeton 2020 Comprehensive Sanitary Sewer System Plan. The 2020 Comprehensive Plan Update does not explain the rationale for such expansion of Princeton in terms of projected development and land absorption, nor does it indicate how the City proposes to serve all of this additional acreage with needed municipal services.

- The Princeton 2020 Comprehensive Plan included a public engagement survey that asked if the City should approach existing businesses within the Subject Area about their interest in connecting to municipal sanitary sewer and water utilities. The survey responses include 28.4 percent indicating that the City should only engage the businesses if existing subsurface sewage treatment systems fail and 21.1 percent that responded that the City should engage with Baldwin Township before contacting businesses. Since the survey was taken, there have been no failures of the private sewage treatment systems for these business properties and the City has not engaged with Baldwin Township to discuss extension of municipal sanitary sewer services.

A more detailed analysis of the proposed Princeton Future Sanitary Sewer Service Boundary of the Comprehensive Sanitary Sewer Plan is provided as Appendix A, with conclusions summarized as follows:

- The area designated for future expansion of Princeton by the City's 2020 Comprehensive Sanitary Sewer System Plan would take millennia to develop the land uses guided by the Princeton Future Land Use map.
- The phasing plan adopted with the Princeton 2020 Comprehensive Sanitary Sewer System Plan is such that extension of municipal sanitary sewer service to areas of the Princeton Future Development Area in Baldwin Township would not occur until after the available land in Mille Lacs County is developed, which would not be for up to 6,200 years based on Princeton's current growth rates.
- The ability to provide municipal sanitary sewer service to the portions of the Princeton Future Development Area within Baldwin Township would necessitate not only capital expenditures for trunk sewer collection facilities but expansion of the Princeton Wastewater Treatment Plant.
- The need to expand the Princeton Waste Water Treatment Plant concurrent with extension of municipal trunk sanitary sewer collection facilities into the portions of the Princeton Future Development Area within Baldwin Township indicates that these areas cannot be served by Princeton's existing municipal sanitary sewer system capacity.

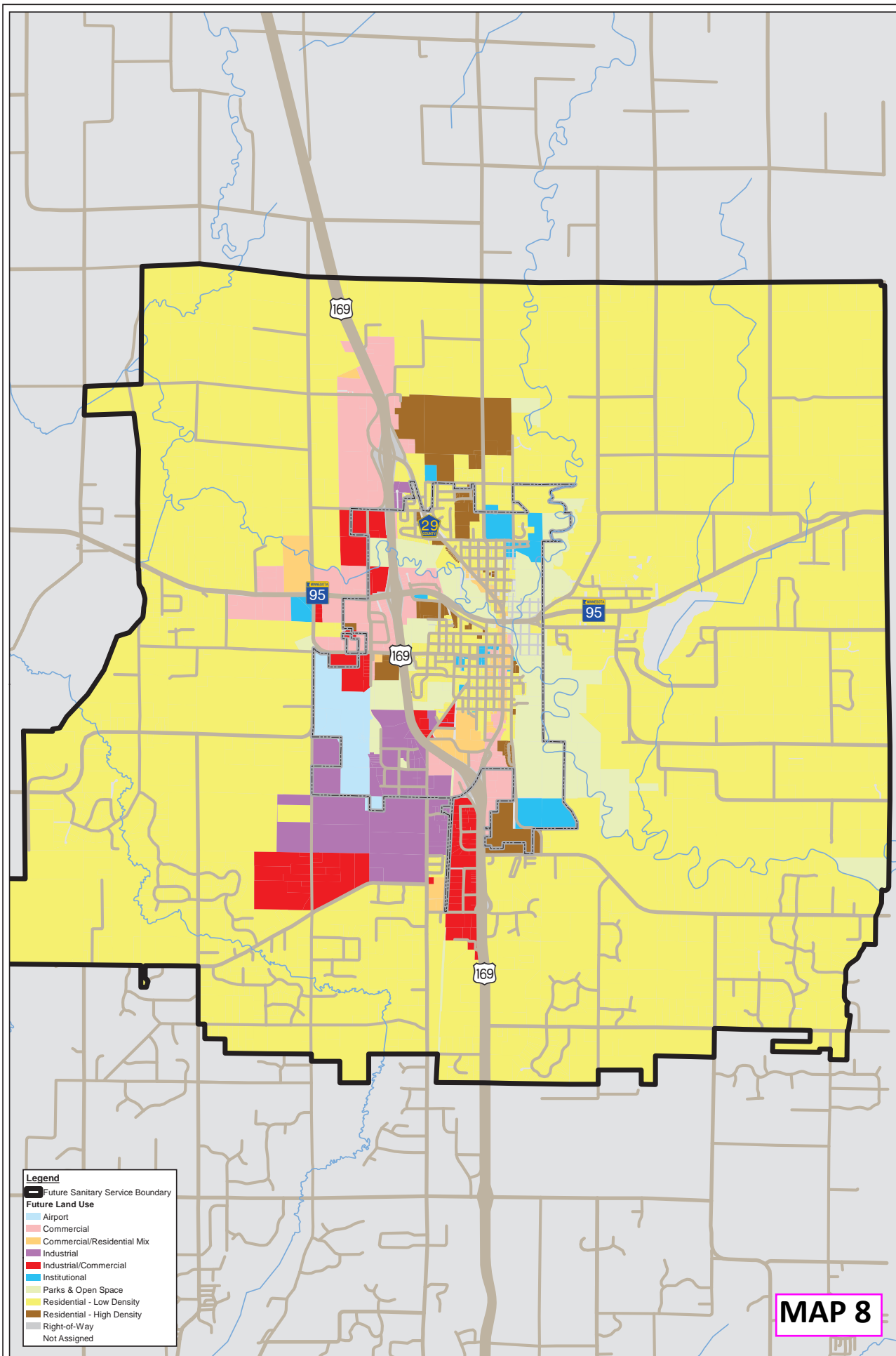
- The natural characteristics and existing development pattern of the portion of the Princeton Future Development Area within Baldwin Township is such that the physical practicality and financial feasibility of subdivision of undeveloped or resubdivision of existing developed properties to be served by municipal sanitary sewer is extremely challenging.

The conclusion of the analysis of Princeton's planning for its potential expansion is that the present pattern of physical development, planning, and intended land uses in the portion of the Princeton Future Development Area within Baldwin Township and the impact of the annexation to Princeton on those uses is best addressed by the proposed City of Baldwin. The land use and phasing plans for the Princeton Comprehensive Sanitary Sewer Plan are not justified in that realization of the development forecast would take thousands of years to occur at current growth rates making them unreliable as to the likelihood of ever occurring.

Comprehensive planning for Princeton Township, Blue Hill Township, and Spencer Brook Township is addressed under the jurisdictions of their applicable counties.

- Land use policy for Princeton Township is implemented through the Mille Lacs County Zoning Map (Map 9).
- Development in Spencer Brook Township is guided by the Land Use Plan map of the Isanti Comprehensive Plan (Map 10).
- Land Use Plans for Blue Hill Township and Livonia Township are shown on the Sherburne County 2040 Future Land Use Plan map (Map 11),

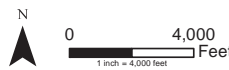
The comprehensive planning for Princeton Township, Spencer Brook Township, Blue Hill Township, and Livonia Township do not contemplate attachment of land within the Subject Area to their jurisdictions.



MAP 8



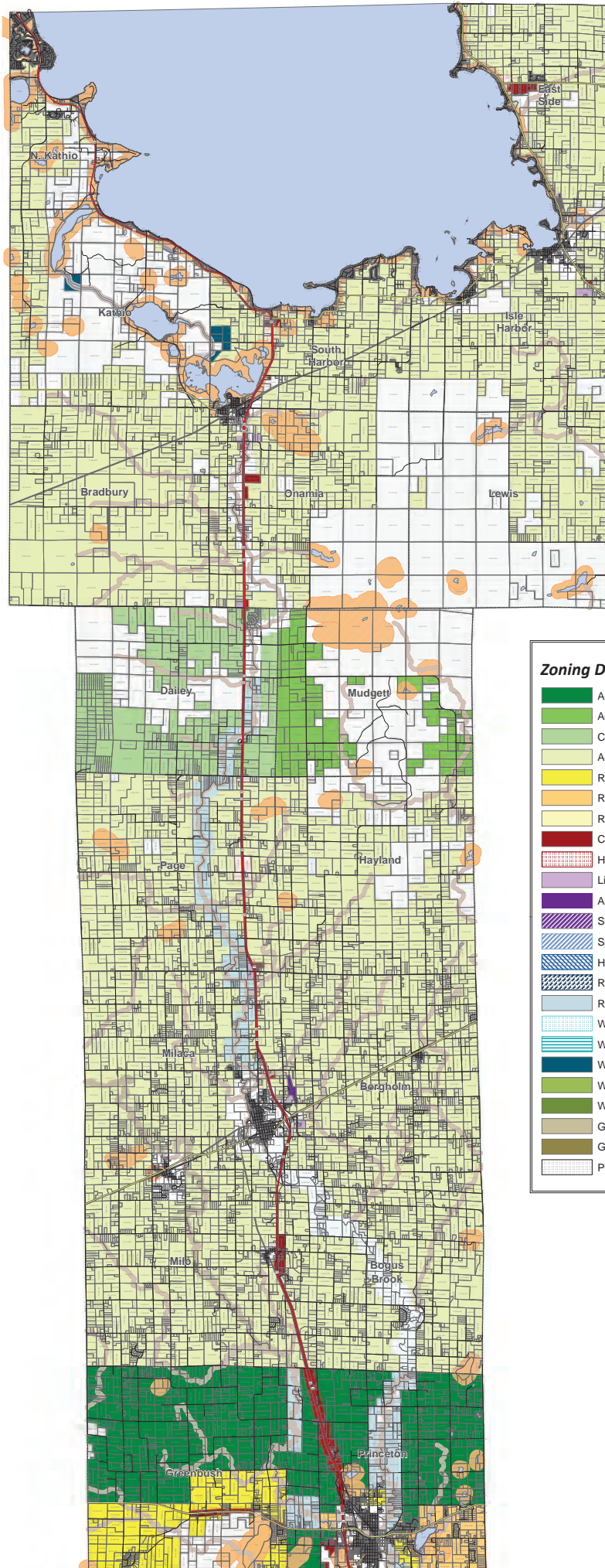
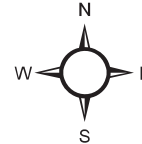
Figure 3-2. Future Land Use
Comprehensive Sanitary Sewer Plan
City of Princeton, MN



Mille Lacs County Minnesota

Zoning Map

MAP 9



Zoning District

- Agricultural, A-1
- Agricultural, AG
- Conservation Agriculture, C
- Agricultural Residential, A-R
- Residential, R-1
- Rural Residential
- Residential Medium Density, R-2
- Commercial, C-1
- Highway Commercial, C-2
- Light Industrial
- Airport
- Shoreland - Airport
- Special Protection Shoreland, S-1
- High Density Residential/Surface Water, S-2
- Residential Subdivision - Recreational Shoreland
- River Conservation
- Wild and Scenic River - Recreational
- Wild and Scenic River - Scenic
- Wild and Scenic River - Wild
- West Branch of Rum River - Agricultural
- West Branch of Rum River - Transition
- Groundhouse River - Recreational River
- Groundhouse River - Forested
- Public Lands/Government Ownership

Overlay District

- 300 ft
- 1000 ft

May 1, 2015

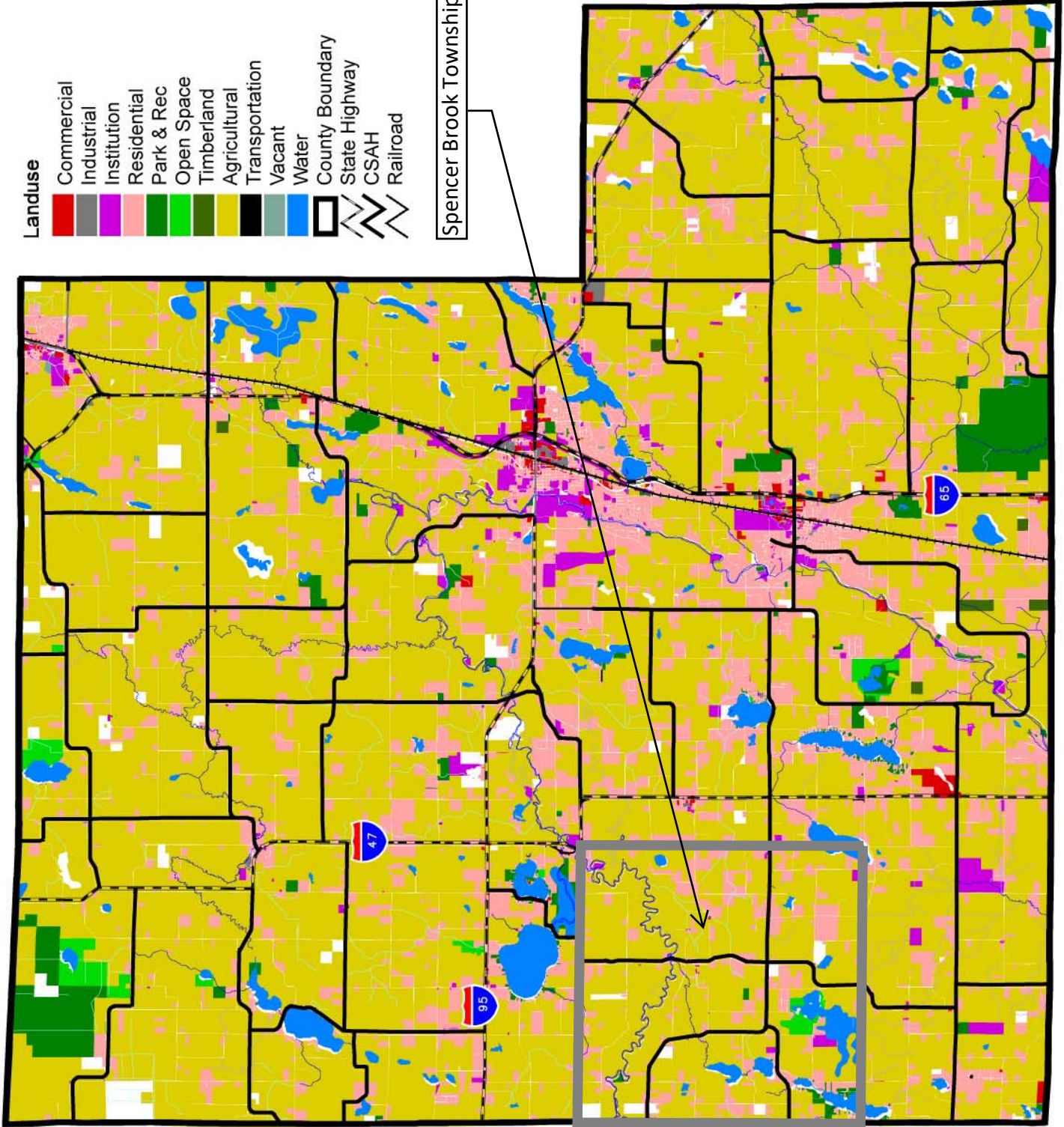


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MAP 10

- Landuse**
- Commercial
 - Industrial
 - Institution
 - Residential
 - Park & Rec
 - Open Space
 - Timberland
 - Agricultural
 - Transportation
 - Vacant
 - Water
 - County Boundary
 - State Highway
 - CSAH
 - Railroad

Spencer Brook Township



ISANTI COUNTY COMPREHENSIVE PLAN

Landuse



Source: Isanti County
 Map by: Biko Associates,
 Satoko Muratake
 Date: July 18th, 2007

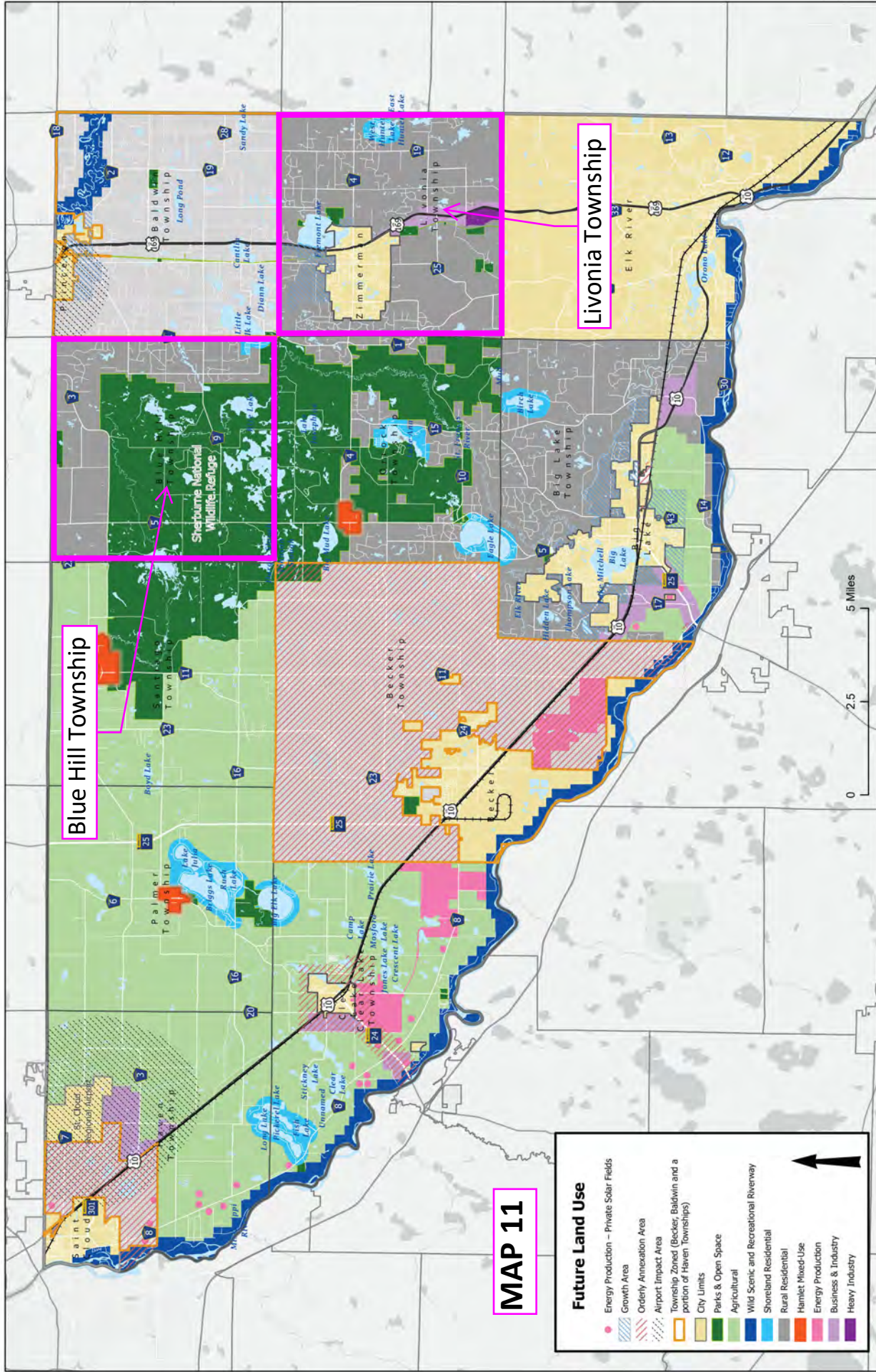


Figure 4.1 Sherburne County 2040 Land Use Plan Map

D. Existing Transportation Network (Incorporation Factor 4)

The fourth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

The present transportation network and potential transportation issues, including proposed highway development.

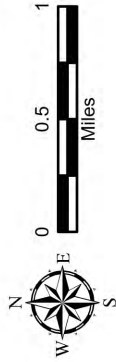
The Subject Area is served by an existing network of Federal, County, and Township roads shown on Map 12. US Highway 169 bisects the Subject Area north/south between the City of Zimmerman and the City of Princeton providing regional access to Baldwin Township. Roadways under Sherburne County jurisdiction including County State Aid Highway (CSAH) 1, CSAH 2, CSAH 3, and CSAH 9 and County Road (CR) 37, CR 38, CR 39, CR 42, CR 45, and CR 87 form a system of minor arterial and collector roadways within Baldwin Township shown on Map 13 that allow movement within the community and to destinations outside of the Subject Area, including the City of Princeton, City of Zimmerman, City of Big Lake, City of Cambridge, and City of Isanti.

Baldwin Township, through its Town Engineer and Town Maintenance staff, is undertaking an evaluation of existing town roads within the Subject Area to establish a rating of existing conditions. This condition index will form the basis of a Pavement Management Plan to provide for programming on-going maintenance and improvement of the existing Town road system. New town roads added to the system through development are to be designed and constructed to Town standards based on the recommendations of the Town Engineer, with access management provisions to collector and arterial roads adopted as part of the Subdivision Ordinance and Zoning Ordinance to provide for efficient travel.

The present transportation network is well maintained by the State, County, and Baldwin Township to serve the Subject Area. Incorporation of the Subject Area will allow for Baldwin Township to continue management of its transportation network through budgeting, capital improvement planning, and preventive maintenance as part of providing government services to protect public, health, safety, and welfare. Incorporation will also make the Subject Area immediately eligible for Municipal State Aid highway funding based on its existing population of more than 5,000 persons.

Baldwin Township

Roadway Jurisdiction

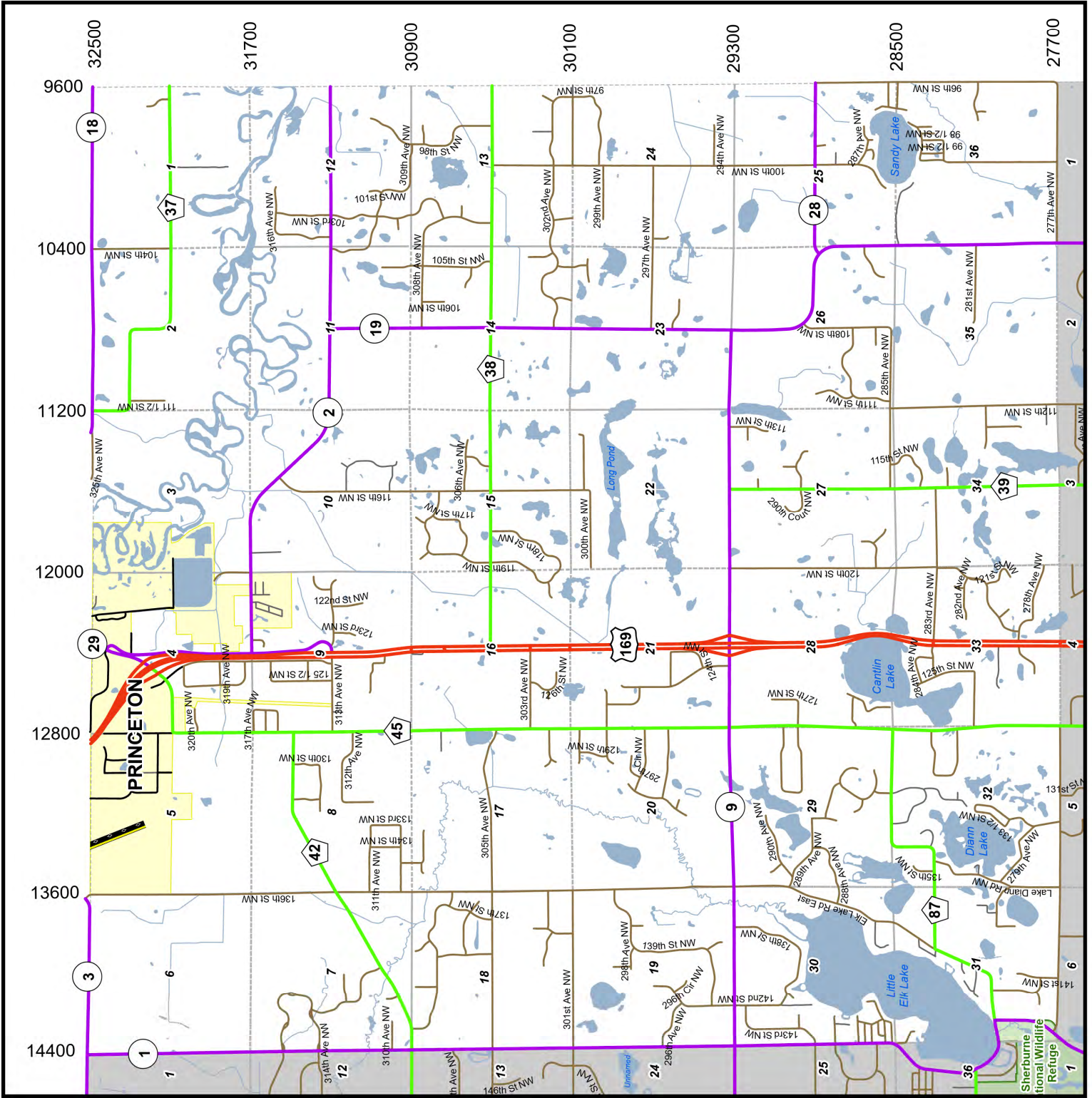


- Roads**
- US Highway
 - County-State Aid Highway (CSAH)
 - County Road
 - Township Road
 - City Street
 - Private Road
- Section Lines**
- City Limits

MAP 12



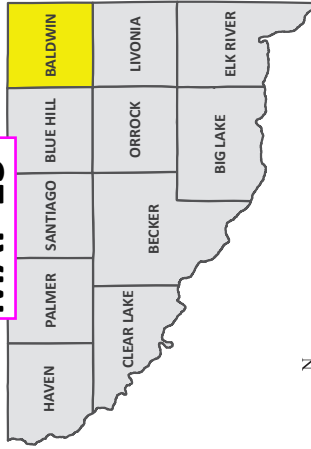
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Baldwin Township

ROADWAY CLASSIFICATION

MAP 13



DNR Public Waters

Township Boundary

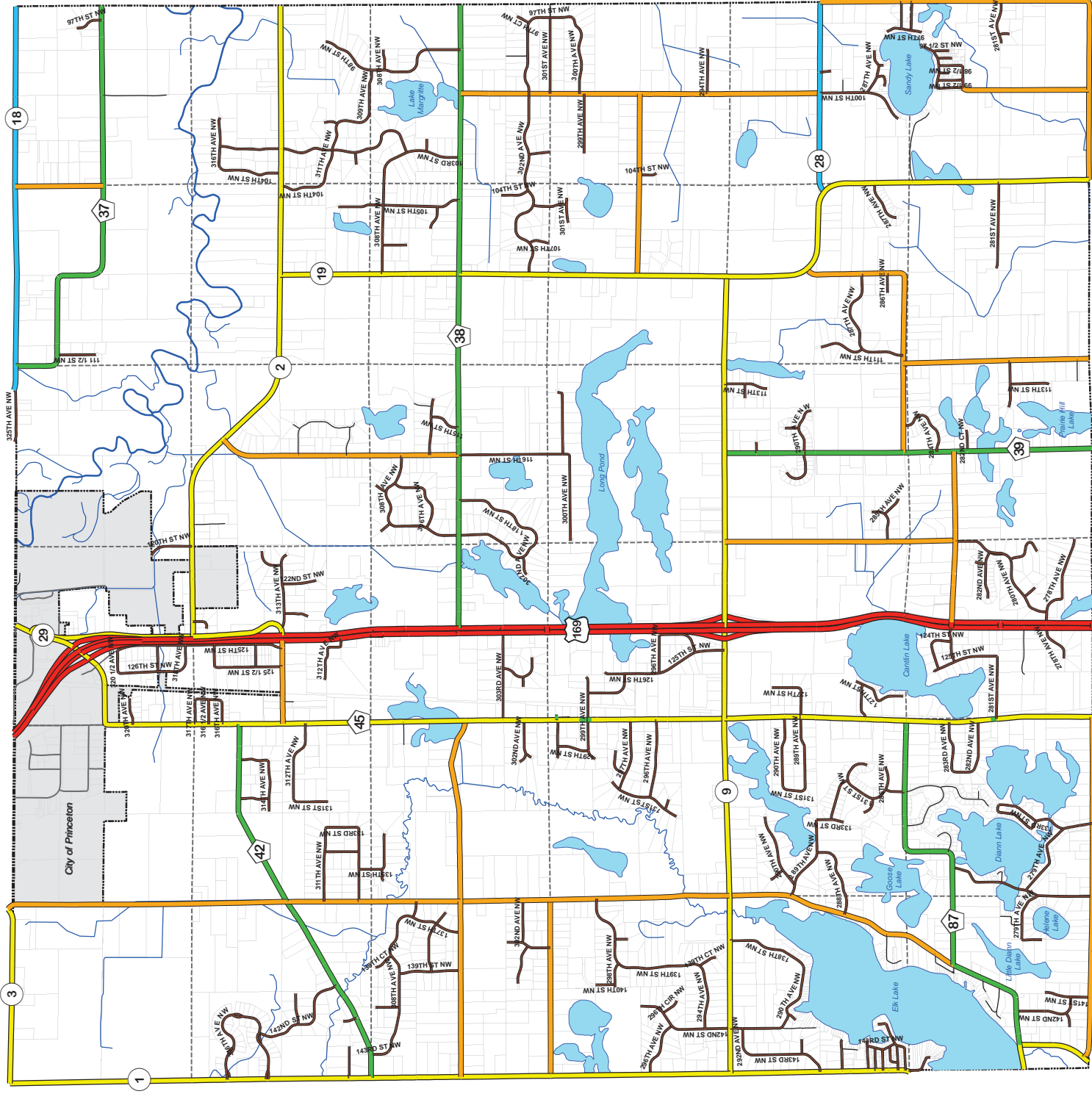
Roads

- Principal Arterial (Federal/State)
- County Major Collector
- County Minor Collector
- County Local
- Town Collector
- Town Road
- City Street
- Private Road
- City_of_Princeton_Parcels



Source: Sherburne County 2040 Transportation Plan
Baldwin Township

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E. Land Use Controls (Incorporation Factor 5)

The fifth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

land use controls and planning presently being utilized in the Subject Area, including comprehensive plans, policies of the Metropolitan Council; and whether there are inconsistencies between proposed development and existing land use controls.

The Subject Area is not within the Twin Cities Metropolitan Area and is, therefore, not subject to the jurisdiction of the Metropolitan Council.

Baldwin Township adopted a Comprehensive Plan on August 4, 2014 addressing the social profile of the community, natural environment, existing and future land uses, economic development, transportation, community facilities, parks and recreation, and inter-government relations. The Baldwin Township Community Comprehensive Plan provides a framework for continued growth and development within the Subject Area.

Ordinance 900 adopting the Baldwin Township Zoning Ordinance, Ordinance 910 adopting the Baldwin Township Subdivision Ordinance, and Ordinance 920 adopting the Baldwin Township Building Ordinance were approved by the Town Board on April 18, 2022. Baldwin Township assumed responsibility for planning and zoning functions within the Subject Area on June 20, 2022 in accordance with a Memorandum of Understanding with Sherburne County. The responsibilities exercised by Baldwin Township include comprehensive planning; administration of the Baldwin Township Zoning Ordinance for site and building plans, conditional use permits, and interim use permits, including for shoreland and floodplain areas; administration of the Baldwin Township Subdivision Ordinance for land division and platting with criteria for premature development, standards for public improvements, financial provisions assigning costs to subdividers, and requirements for securities for completion of improvements; and administration of the Baldwin Building Ordinance for application of the State Building Code and permitting for subsurface sewage treatment systems.

The Baldwin Zoning Ordinance includes the following zoning districts designated on the Zoning Map (Map 14) to implement the goals and policies of the Baldwin Township Community Comprehensive Plan:

- **R1, General Rural District.** The purpose of the R1 district is to provide for locations for agriculture, agriculturally related development, and housing on lots without public sewer or water utilities.
- **C1, General Commercial District.** The purpose of the C1 District is to provide locations for retail and service businesses adjacent to a State or Federal highway, County state-aid highway, County road, or other arterial or major collector road defined by the Baldwin Township Comprehensive Plan.

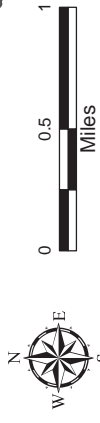
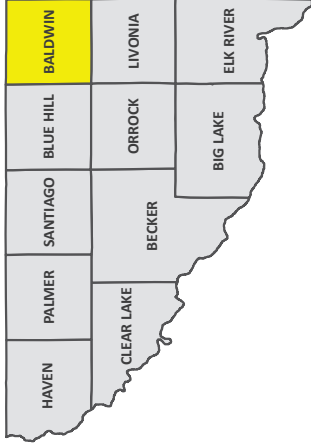
- **I1, General Industrial District.** The purpose of the I1 District is to provide locations for industrial development adjacent to existing industrial development and along Federal, State, County, or town roads.
- **S, Shoreland Overlay District.** The purpose of the S District is to manage the effect of shoreland and water surface crowding, to prevent pollution of surface and ground waters of Baldwin Township, to provide ample space on lots for sewage treatment systems, to minimize flood damages, and to maintain natural characteristics of shorelands and adjacent water areas via shoreland controls that regulate lot sizes, placement of structures, and alterations of shoreland areas.
- **WS, Wild and Scenic Overlay District.** The purpose of the WS District is to designate land use overlay districts along the bluff land and shoreline of the Rum River; regulate the area of a lot, and the length of the bluff land and water frontage suitable for building sites; regulate the setback of structures and sanitary waste treatment facilities from bluff lines and shorelines to protect the existing and/or natural scenic values, vegetation, soils, water quality, floodplain areas, and bedrock from disruption by man-made structures or facilities; regulate alterations of the natural vegetation and topography; prevent poorly planned development; and conserve and protect the natural scenic values and resources of the Rum River and maintain a high standard of environmental quality.
- **F, Floodplain Overlay District.** The F District is adopted in the public interest to promote sound land use practices, and floodplains are a land resource to be developed in a manner which will result in minimum loss of life and threat to health, and reduction of private and public economic loss caused by flooding; to maintain eligibility in the national flood insurance rate program; and to preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.

The Baldwin Township Zoning Ordinance requires a minimum of 2.5 acres of land for any lot for single family residential use, which must include a minimum of 40,000 square feet of buildable land for the structures and subsurface sewage treatment system. Under the Baldwin Township Building Ordinance, a Certificate of Compliance is required for an existing subsurface sewage treatment system any time a building permit is issued for a property or if there is a property sale. These land use controls over the Subject Area allow for development consistent with the desired suburban character while protecting the natural environment and public, health, safety, and welfare.

There are not inconsistencies between the uses planned by the Baldwin Township Comprehensive Plan and its land use controls. Incorporation will not impact Baldwin Township's existing land use controls, instead will increase the authority to independently engage in long-range planning and development control within the Subject Area.

Baldwin Township Zoning Map

MAP 14

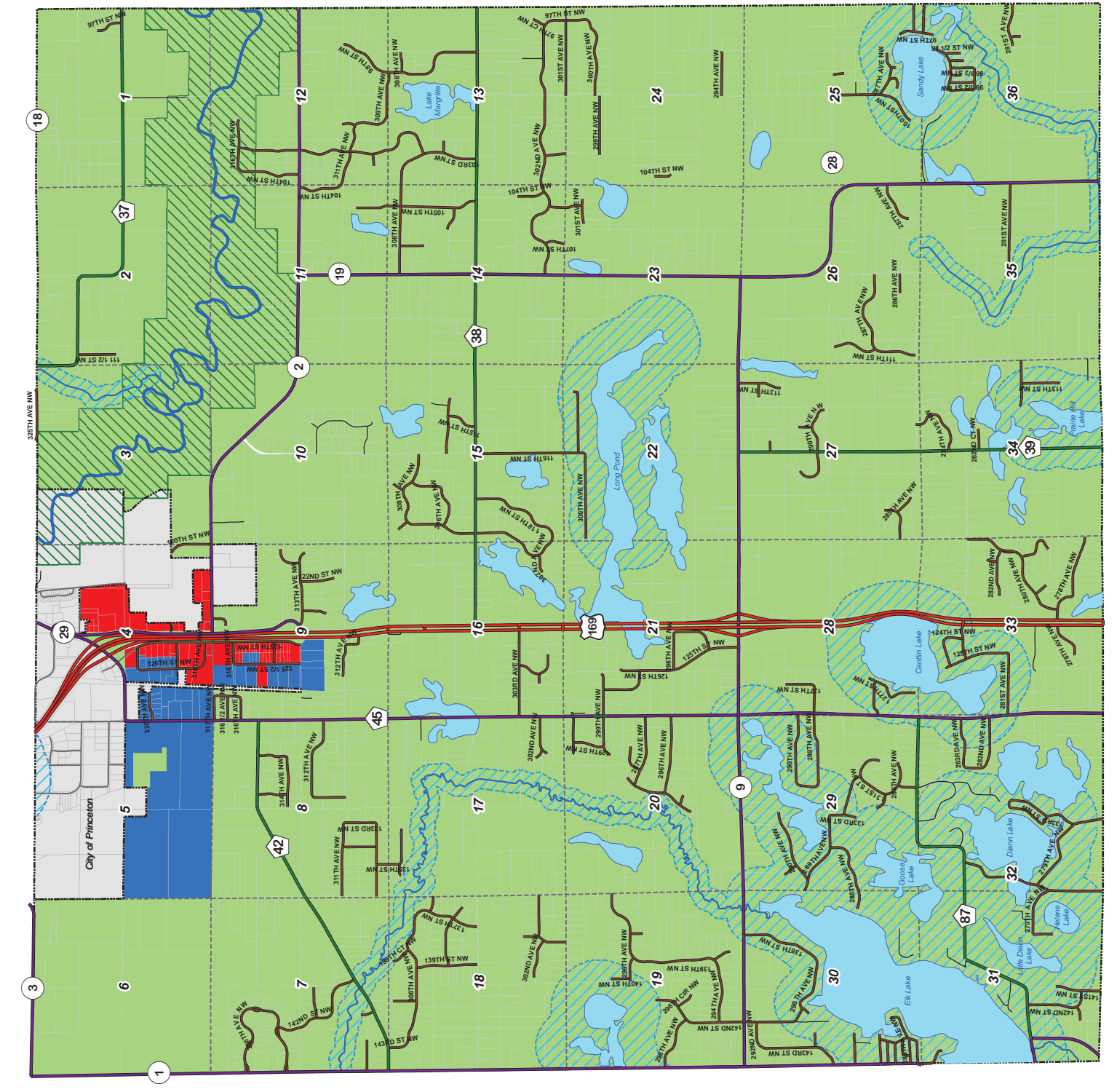


- Township Boundary**
- City Limits
- Zoning**
- R1, General Rural - 21,558ac (97.3%)
 - C1, General Commercial - 163ac (0.8%)
 - I1, General Industrial - 426ac (1.9%)
 - S, Shoreland - 5231ac (23.6%)
 - WS, Wild and Scenic - 1339ac (6%)

- Roads**
- US Highway
 - County-State Aid Highway (CSAH)
 - County Road
 - Township Road
 - Private Road
 - City Street



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F. Existing Government Services (Incorporation Factor 6)

The sixth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Existing levels of governmental services being provided to the Subject Area, including water and sewer service, fire rating and protection, law enforcement, street improvements and maintenance, administrative services, and recreational facilities and the impact of the proposed action on the delivery of services.

This factor will be addressed with additional testimony by Baldwin Township officials and staff, as well as Ehlers Public Finance.

Baldwin Township adopted Urban Town Powers under Minnesota Statute 368.01 in 1991.

Baldwin Township is governed by an elected five-member Board of Supervisors serving the Subject Area at-large, which would not change with incorporation. Township elections are currently held on the second Tuesday of March each year. Incorporation will result in the election cycle shifting to November in even years. The Subject Area is also served by a seven-member Planning Commission and a five-member Park Committee appointed by the Town Board to advise on land use and park and open space matters, respectively.

Baldwin Township employs the following full- and part-time staff to provide all necessary municipal services within the Subject Area:

- Town Clerk/Treasurer
- Deputy Clerk
- Administrative Assistant
- Public Works Supervisor
- Public Works Maintenance Technician
- Seasonal staff (as needed)
- Fire Chief, Assistant Fire Chief and a full complement of fire fighters.

Other professional services supplementing the Town staff are provided on a contract basis including legal, planning, engineering, building inspections, finance, property assessor, wastewater system operation, and information technology. Use of consultants for provision of these services is typical for government units the size of Baldwin Township and is not expected to require changes until such time as the Subject Area grows at a rate to warrant the hiring of additional full-time staff.

All official government business, including administration, public meetings, and elections is conducted at the Town Hall and Public Works Building located at 30239 128th Street within the Subject Area. The property also includes the Fire Hall.

Baldwin Township has acquired 30 acres at the northwest quadrant of 293rd Avenue and 128th Street within the Subject Area and undertook an architectural space needs study to evaluate plans for a future administrative and fire hall building. If Baldwin Township proceeds with construction of the proposed administration/fire hall building, Public Works could eventually expand to occupy the existing Town Hall and Fire Hall spaces. The acquisition and planning for future facility space needs ensures that Baldwin Township will continue to provide efficient and effective governmental services to the entire Subject Area. Moving forward with construction of a new administration and fire hall building requires certainty as to the boundaries of the service area and financing.

Baldwin Township operates its own Fire Department that provides fire protection services within the Subject Area, as well as service to adjacent Blue Hill Township and mutual aid response to Fire Departments in the region. Baldwin Fire Department staff includes a full-time Chief, Assistant Chief, three Captains and 32 paid-on-call volunteer fire fighter positions. The Baldwin Fire Department is staged in a separate building on the same property as the Town Hall and Public Works Building. The ISO Public Protection Rating for the Subject Area is 06/10. The Fire Chief will provide additional testimony regarding fire protection for the Subject Area.

Police protection is provided by the Sherburne County Sheriff's Office. The Sherburne County Sheriff will describe public safety considerations in separate testimony.

There are two public parks within the Subject Area owned and maintained by Baldwin Township that provide a full range of recreational opportunities, as well as beaches, boat launches, and rain gardens. There are 30 acres of the 30,700 acre Sherburne National Wildlife Refuge in the southeast corner of the Subject Area. There is also a 100 acre private game farm within the Subject Area. Recreation programming is available within the Subject Area through Sherburne County, youth organizations, and area school districts.

Baldwin Township has since 2016 maintained and operated a Community Sewage Treatment System approved by Sherburne County for the Frontier Trails plat through a subordinate service district. The wastewater facility is operated on a contract basis on behalf of Baldwin Township and is operated as a municipal utility.

There will be no unusual administrative or service demands as a result of the Subject Area incorporating. Incorporation will eliminate overlapping jurisdiction of Sherburne County for comprehensive planning, zoning, and subdivision controls. Incorporation will also make available additional financial tools that cannot be used by townships. No portion of the Subject Area can be better served by another government jurisdiction and no boundary adjustment is necessary for municipal service delivery or to protect public health, safety, and welfare.

G. Existing or Potential Environmental Problems (Incorporation Factor 7)

The seventh factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Existing or potential environmental problems and whether the proposed action is likely to improve or resolve these problems.

As of June 20, 2022, Baldwin Township provides for permitting, inspections, and monitoring of subsurface sewage treatment systems previously administered by Sherburne County. The Baldwin Township Building Ordinance includes a chapter establishing regulations for subsurface sewage treatment systems consistent with Sherburne County regulations, which are consistent with and more stringent than Minnesota Pollution Control Agency standards under Minnesota rules chapters 7080 through 7083 as follows:

- A certificate of compliance is required at time of property transfer when filing a certificate of real estate value at the point of sale of a property.
- A certificate of compliance is required to obtain a building permit unless such a certificate has been issued within the previous 10 years for the subsurface sewage treatment system serving the property.
- A five foot separation between distribution media and seasonal high water or a limiting layer in lieu of pressure distribution or multiple trenches using serial distribution is not accepted.

There are six subdivisions within the Subject Area that are served with Community Sewage Treatment Systems that were approved by Sherburne County before the Township enacted its own planning and zoning regulations. Five of these systems are privately operated by the applicable Homeowner's Association, and one of the systems (Frontier Trails) is operated by Baldwin Township via a contracted Wastewater Facility Operator. Baldwin Township no longer allows for Community Sewage Treatment Systems through its Zoning Ordinance and Subdivision Ordinance.

Other performance standards included in the Baldwin Township Zoning Ordinance and Baldwin Township Subdivision Ordinance regulate stormwater management, erosion control, shoreland development, and land uses allowed within the floodplain. Administration of the Wetland Conservation Act of 1991 remains within the jurisdiction of Sherburne County in accordance with the Baldwin Township Zoning Ordinance and Memorandum of Understanding approved by Baldwin Township and Sherburne County. A Sherburne County Wetland Conservation Land Use Permit is required for the issuance of a building permit or any land disturbing activities regulated by the Baldwin Township Zoning Ordinance. In addition, a wetland delineation must be approved by Sherburne County for any land division or plat application regulated by the Baldwin Township Subdivision Ordinance.

Incorporation of the Subject Area will only strengthen Baldwin Township’s protection and stewardship of sensitive natural environmental resources, which in turn furthers the public health, safety, and welfare.

H. Fiscal Impact (Incorporation Factor 8)

The eighth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Fiscal impact on the Subject Area and adjacent units of local government, including present bonded indebtedness; local tax rates of the county, school district(s), and other governmental units, including where applicable, the net tax capacity of platted and unplatted lands and the division of homestead and non-homestead property; and other tax and governmental aid issues.

This factor is addressed in detail in the fiscal analysis prepared by Ehlers Public Finance, which concludes that incorporation is in the best interests of the Subject Area.

I. Affected and Adjacent School Districts and Communities (Incorporation Factor 9)

The ninth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

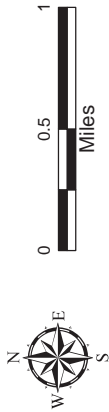
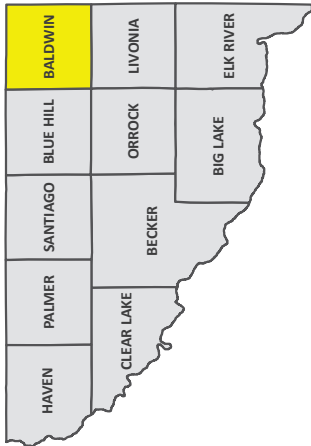
Relationship and effect of the proposed action on affected and adjacent school districts and communities.

Almost all of the Subject Area is within the Princeton Public School District (ISD 477). There are four properties along the south boundary of the Subject Area that are within the ISD 728 Elk River-Otsego-Rogers-Zimmerman School District. School district boundaries are independent of and transcend municipal boundaries. Incorporation will not impact either School District.

This factor will be further addressed by the fiscal analysis prepared by Ehlers Public Finance.

School Districts

MAP 15



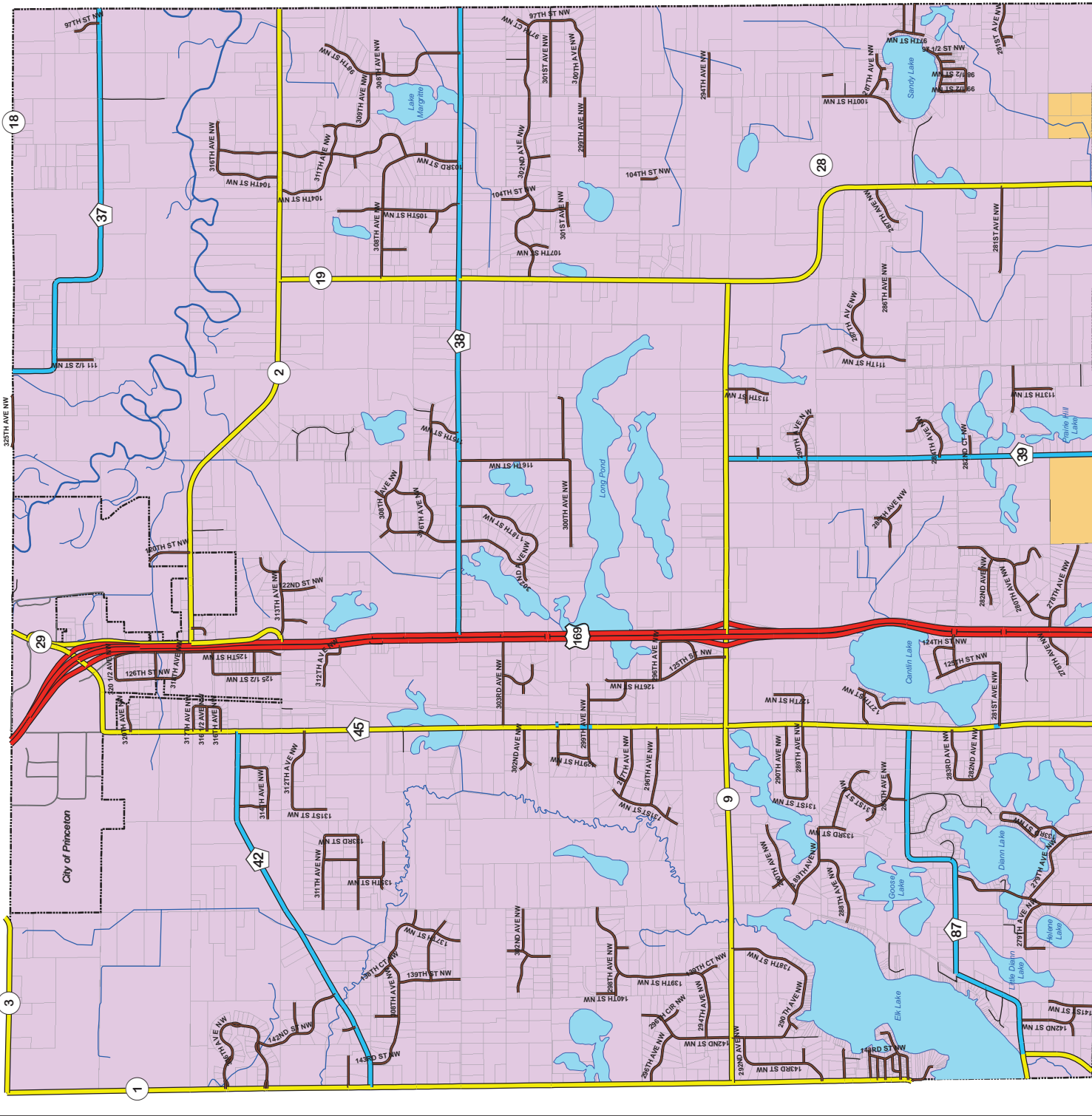
School Districts

- Elk River Area ISD 728
- Princeton ISD 477



Hakanson
Anderson

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J. Delivery of Services by Existing Government (Incorporation Factor 10)

The tenth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Whether delivery of services to the Subject Area can be adequately and economically delivered by the existing government.

Baldwin Township currently provides all levels of required public services within the Subject Area as economically and efficiently as possible. An annual audit is prepared in a form and with content similar to that required for cities with a population greater than 2,500 persons. However, the Subject Area has outgrown the township form of government.

Planning, financing, and delivery of suburban levels of services is too complex and lacks certainty in terms of budgeting and financing required under a township versus city form of organization for Baldwin Township's current and anticipated level of expenditures. Moreover, incorporation will make the Subject Area immediately eligible for Municipal State Aid highway funding based on its existing population of more than 5,000 persons. Incorporation will also allow for use of tax increment financing for economic development purposes, a tool not available to Townships.

Incorporation will allow for the proposed city to provide for the most efficient and economical delivery of services that will be needed for the existing and anticipated growth that is to occur within the Subject Area.

K. Whether Services are Best Provided by Existing Government (Incorporation Factor 11)

The eleventh factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Analysis of whether necessary governmental services can best be provided through the proposed action or another type of boundary adjustment.

Baldwin Township is providing for delivery of suburban levels of municipal services to the Subject Area and the community has invested greatly in the establishment and maintenance of the present community structure. Adoption of the Baldwin Township Comprehensive Plan outlines goals and policies for growth management to preserve desired community character and to protect the natural environment, and promoting new businesses development and expansion of existing businesses at appropriate locations within the Subject Area. Future growth within the Subject Area is directed within this framework to follow an orderly pattern of development capitalizing on existing infrastructure to allow for efficient delivery governmental services to protect public health, safety, and welfare while also avoiding a premature need for investment in additional services or infrastructure.

Appendix A outlines an analysis of potential annexation of a 9,200 acre area of Baldwin Township to Princeton as part of a Future Development Area designated by the City’s 2020 Comprehensive Sanitary Sewer System Plan. Beyond land use and utilities, the potential for Princeton to seek annexation of such a large area of Baldwin Township as to delivery of governmental services to within the Princeton Future Development Area. The table below provides a summary of governmental services provided by Baldwin Township and the City of Princeton:

**Table 6 – Comparison of Government Services;
Baldwin Township/City of Princeton**

	Baldwin Township	Princeton
Administration	•	•
Finance	•	•
Planning & Zoning	•	•
Building Inspection	•	•
Parks & Recreation	•	•
Engineering	•	•
Road/Street Maintenance	•	•
Police Protection	•	•
Fire Protection	•	•
Sewer and Water Utilities		•

Source: The Planning Company LLC

Baldwin Township currently provides government services consistent with that of a suburban community necessary for the entire Subject Area, including that portion of Baldwin Township that Princeton may propose to annex based on the City’s 2020 Comprehensive Sanitary Sewer System Plan. These services meet the expectations of residents and businesses within the community considered as part of the levy approved at the Township’s annual meeting.

The only service not provided by Baldwin Township within the Subject Area is sanitary sewer and water utilities (notwithstanding the Frontier Trails Subordinate Service District). As addressed by Appendix A, the natural environment conditions and pattern of existing development within the Subject Area make municipal sanitary sewer and utilities not practical from a physical and financial standpoint.

The extent and level of government services provided within the Subject Area is currently and best provided by Baldwin Township. Princeton cannot better serve the properties in Baldwin Township included within its proposed Future Development Area.

This factor will be further addressed by the testimony of other Town staff, the Sherburne County Sheriff, and Ehlers Public Finance.

L. Degree of Contiguity of Boundaries (Incorporation Factor 12)

The twelfth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Degree of contiguity of the boundaries of the Subject Area and adjacent units of local government.

Baldwin Township was organized on September 13, 1850 including all of the territory that is now Baldwin Township, Blue Hill Township and Santiago Township. In 1877, Baldwin Township was reorganized and reduced its area to its present boundaries to the west, south, and east, all within Sherburne County. The City of Princeton exists adjacent to the north boundary of the Subject Area and there have been annexations of land from Baldwin Township to the City of Princeton from time-to-time that have altered the north boundary of the Subject Area.

There are no orderly annexation agreements involving the Subject Area in place with the City of Princeton or other abutting townships.

There is no boundary adjustment possible that will improve the contiguity of the current boundaries of the Subject Area and adjacent government units. Rather, incorporation of the Subject Area will serve to preserve the current contiguity of Baldwin, which is in the best interest of the Subject Area and will further protect public health, safety, and welfare.

M. Applicability of State Building Code (Incorporation Factor 13)

The thirteenth factor set forth in Minnesota Statutes for consideration regarding incorporation is:

Analysis of the applicability of the State Building Code.

Baldwin Township adopted Ordinance 920 adopting the State Building Code on April 18, 2022 by reference. The Township contracts with Rum River Construction Consultants as the Town Building Official to administer the State Building Code throughout the Subject Area. No other boundary adjustments will improve upon the administration and enforcement of the State Building Code services currently provided by Baldwin Township.

Furthermore, Minnesota Statutes 362B.121 requires municipalities with a population greater than 2,500 persons to administer and enforce the State Building Code, which does not apply to townships. Incorporation will, therefore, strengthen application of the State Building Code within the Subject Area as the city will be required to continue its administration and enforcement.

Incorporation is in the best interests of the Subject Area for continued public health, safety, and, welfare protection through application of the State Building Code.

IV. CONCLUSIONS

The analysis provided by this Planning Report supports the following conclusions for incorporation of Baldwin Township:

- Baldwin Township is already suburban in character. Existing land use within the Subject Area includes 2,495 households within single family dwellings on mostly large-lot platted parcels within single family residential neighborhoods, numerous commercial and industrial business, and public and quasi-public uses. Continued growth of the Subject Area is projected to occur as the market for development expands north along the US Highway 169 corridor to the northwest of the Twin Cities Metropolitan Area.
- Baldwin Township already exercises many municipal powers, including comprehensive planning; zoning; subdivision; building permits; septic permitting, inspection, and monitoring; administration; fire protection; parks; and public works.
- The existing township form of government is not adequate to protect public health, safety, and welfare.
- Incorporation will provide for the capability to use all municipal authorities to provide for effective and efficient delivery of public services and infrastructure; protect public health, safety, and welfare; and to preserve the desired character of the entire community.
- The community has invested greatly in the establishment and preservation of the present character of the Subject Area; incorporation is in the best interests of the entirety of Baldwin Township.
- There is no evidence that Baldwin Township, or any portion thereof, would be “*better served*” by annexation to an adjacent municipality or any other boundary configuration.
- The existing contiguity of jurisdictional boundaries will be preserved by incorporation.
- Incorporation of Baldwin Township is consistent with all statutory criteria and requirements.

Based upon the analysis of the factors outlined by Minnesota Statute § 414.02, Subdivision 3(a) for consideration of incorporation provided by this Planning Report and the conclusions of this Planning Report with regards to Minnesota Statute § 414.02, Subdivision 3(b) outlined herein, Baldwin Township should be granted incorporation as the City of Baldwin.

APPENDICES

Appendix A: Princeton Annexation Analysis

Appendix B: Resume of D. Daniel Licht



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APPENDIX A

MEMORANDUM

TO: Michael Couri/Robert Ruppe

FROM: D. Daniel Licht

DATE: 29 February 2024

RE: Baldwin Township; Princeton Annexation Analysis

TPC FILE: 169.01

BACKGROUND

Baldwin Township has filed a petition for incorporation as a city pursuant to Minnesota Statutes Chapter 414. Representatives of the City of Princeton, in correspondence with the Town Attorney regarding the Town incorporation petition, indicated that Princeton is likely to request annexation of that portion of Baldwin Township identified for future municipal sanitary sewer service by the City of Princeton Comprehensive Sanitary Sewer System Plan dated December 17, 2020. The purpose of this memorandum is to provide an analysis of the planning feasibility for implementation of the Princeton Comprehensive Sanitary Sewer System Plan for serving areas of Baldwin Township that the Town proposes to incorporate as part of the City of Baldwin in the context of factors that must be considered in any decision for incorporation set forth in Minnesota Statutes § 414.02, Subd. 3.

Exhibits:

- A1 Area Location Map
- A2 Princeton Future Sanitary Sewer Service Districts Map
- A3 Princeton Future Trunk System Phasing Map
- A4 Princeton Existing Land Use Map
- A5 Princeton Future Land Use Map
- A6 Princeton Future Development Area; Baldwin Township Map
- A7 Princeton Future Development Area; Mille Lacs County Map

ANALYSIS

Geography. Princeton is located to the north of Baldwin Township on the US Highway 169 corridor. Part of Princeton is located in Sherburne County and part is located in Mille Lacs County. In addition to Baldwin Township, Princeton abuts Princeton Township and Greenbush Township, both in Mille Lacs County (Exhibit A1).

Table A - City of Princeton Area

	Acres	%
Sherburne County	814ac.	24.1%
Mille Lacs County	2,560ac.	75.9%
Total Acres	3,374ac.	100.0%

Source: Hakanson Anderson, Inc.

Population. The table below summarizes population change in Baldwin Township and Princeton between 2000 and 2020. The growth in Baldwin Township was almost three times greater than that of Princeton during this period.

Table B – Population 2000-2020

	2000	2010	2020	Change 2000-2020	
				#	%
Baldwin Township	4,623	6,734	7,104	2,481	53.7%
Princeton (Sherburne)	7	50	53	46	657.1%
Princeton (Mille Lacs)	3,926	4,648	4,766	840	21.4%
Princeton (Total)	3,933	4,698	4,819	886	22.5%

Source: Minnesota State Demographic Center

The Minnesota State Demographic Center identifies the 2022 population of Baldwin Township and Princeton as 7,043 and 5,425 persons, respectively. The change in the population of Baldwin Township and Princeton between 2020 and 2022 reflects, in part, the annexation of approximately 240 residents in December 2021 when a mobile home park was annexed from Baldwin Township to Princeton.

In 2000, only 0.2 percent of Princeton’s population was located in Sherburne County and only 1.1 percent of Princeton’s population was located in Sherburne County in 2020. While the percentage increase in Princeton’s Sherburne County population is very high between 2000 and 2020, on an annual basis that increase amounts to only 2.3 residents per year. The 2022 population estimate for Princeton has only 351 persons or 6.5 percent of Princeton’s total population located in Sherburne County. The annexation of the approximately 240 mobile home park residents from Baldwin Township to Princeton accounts for 68.4 percent of Princeton’s population in Sherburne County.

The changes in population between 2000 and 2022 indicate first that Baldwin Township is growing at a much faster rate than is Princeton. The data further indicates that to the extent that Princeton’s population is increasing, the growth is occurring in Mille Lacs County, except when related to annexation.

Households. The table below summarizes the change in number of households in Baldwin Township and Princeton between 2000 and 2020. Consistent with the comparison of population change between 2000 and 2020, the household growth in Baldwin Township has been more than double than that of Princeton during this period.

Table C – Households 2000 – 2020

	2000	2010	2020	Change 2000-2020	
				#	%
Baldwin Township	1,556	2,334	2,531	975	62.7%
Princeton (Sherburne)	4	36	39	35	875.0%
Princeton (Mille Lacs)	1,620	1,890	2,065	445	27.5%
Princeton (Total)	1,624	1,926	2,104	480	29.6%

Source: Minnesota State Demographic Center

The Minnesota State Demographic Center identifies the number of households in 2022 in Baldwin Township and Princeton as 2,495 and 2,338, respectively. As with population, only 0.2 percent of Princeton’s households in 2000 were located in Sherburne County, only 1.9 percent of Princeton’s households in 2020 were located in Sherburne County and 6.2 percent of Princeton’s households in 2022 were located in Sherburne County. From 2000 to 2020, Princeton averaged only 1.5 new households in Sherburne County per year. After annexation of the mobile home park from Baldwin Township to Princeton Township between 2020 and 2022, the number of located in Sherburne County in 2022 is 144 or 6.2 percent of Princeton’s total number of households.

This information supports the conclusion that most new residential growth in Princeton has occurred in Mille Lacs County over time, particularly when you consider that the 240 households annexed from Baldwin had existed for many years prior to their annexation.

Building Permit Data. Information presented in Table D summarizes building permit data for new residential single family, two family, and townhouse dwelling units issued by Baldwin Township (single family dwellings only) and Princeton between 2014 and 2023. The data for Princeton was obtained through Department of Labor and Industry reports, which also indicated that no building permits for new residential dwellings had been issued in Princeton from 2008 to 2016, a period that extends well beyond the Great Recession of the 2000s.

Table D – Single Family, Two Family & Townhouse Building Permit Data 2014-2023

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Total	Mean/Y ear
Baldwin Township	16	10	25	40	39	43	31	42	29	24	299	29.9 du.
Princeton	0	0	0	3	15	16	10	18	8	2	72	7.2 du.

Source: Department of Labor and Industry; Sherburne County; Baldwin Township

New single family residential construction in Baldwin Township for the last 10 years is four times greater than that in Princeton during this period, which also included two-family and townhouse dwelling units. Review of aerial maps suggests that many of the new homes constructed in Princeton has been infill development within existing platted subdivisions and not undeveloped land being absorbed.

This information suggests that given both jurisdictions being located the same geographically relative to the Twin Cities Metropolitan Area and US Highway 169 corridor that, from a market perspective, a new home in Baldwin Township is more in demand for homebuyers than one located in Princeton. This trend has been sustained consistently for the last 10-year period since the housing market emerged from the effects of the Great Recession during the 2000s.

Comprehensive Sanitary Sewer System Plan. The Princeton Comprehensive Sanitary Sewer System Plan guides future development and expansion of the City's municipal sanitary sewer system. The City's Comprehensive Sanitary Sewer System Plan lists the existing sewer wastewater flows at 390,000 gallons per day with a total plant capacity of 1,635,000 gallons per day. This leaves 1,245,000 gallons per day of capacity as of 2020 that is available for new users.

The Princeton Comprehensive Sanitary Sewer System Plan indicates that the existing municipal sanitary sewer service area is approximately 1,700 acres. The Princeton Comprehensive Sanitary Sewer System Plan designates a Princeton Future Sanitary Sewer Service Area (Exhibit A2) that is approximately 29,500 acres or 46 square miles in area. Of the 27,800 acres within the Princeton Future Development Area, defined as the difference between the future municipal sanitary sewer service area boundary and the existing service area, the Princeton Comprehensive Sanitary Sewer System Plan estimates that approximately 6,800 acres is undevelopable right-of-way, airport, conservation land, floodplain, and parks.

The gross area of the Princeton Future Development Area is more than 16 times larger than the current service area. For context, annexation of the 27,800 acres of the Princeton Future Development Area would make Princeton the seventh largest city in Minnesota by area whereas its population ranks 151st out of 855 cities in Minnesota. Adoption of a plan indicating potential future municipal sanitary service to an area does not portend development of that area occurring if such development is not based on realistic growth assumptions. The City of Hibbing is the largest city in Minnesota with an area of 119,300 acres, but there is no expectation that it would ever grow from the 72nd most populous city in Minnesota to be the largest by population simply because of its area.

The Princeton Future Development Area is further divided into Sewer Districts. These Sewer Districts reflect areas planned to be served by municipal trunk sewer collection pipes programed by the Princeton Comprehensive Sanitary Sewer System Plan. The portion of the Princeton Future Development Area that includes Baldwin Township is divided by three Sewer Districts identified as Southwest, Southeast, and East (Exhibit A2). The Princeton Comprehensive Sanitary Sewer Plan includes a phasing plan for construction of the required improvements to provide municipal sanitary sewer service for buildout of the Sewer Districts in four phases (Exhibit A3). Development of Phases 1 and 2 of the Princeton Comprehensive Sanitary Sewer Plan consists primarily of the existing 1,700 acre service area (Exhibit A4) and the approximate 14,200 acres of the Princeton Future Development Area located in Mille Lacs County. The portion of the Princeton Future Development Area within Baldwin Township is all included in Phases 3 and 4 of the improvement program.

The Princeton Comprehensive Sanitary Sewer System Plan estimates that new single family dwellings have an average sewer flow of 180 gallons per day. With 1.215 million gallons per day of capacity available within the existing Princeton Wastewater Treatment Plant, Princeton could theoretically serve 6,750 new single family dwellings without allocating municipal sanitary sewer capacity for other uses. It is therefore unlikely that the existing available capacity of the Princeton Wastewater Treatment Plant is sufficient to serve the entire Princeton Future Development Area.

The phasing plan outlined by the Princeton Comprehensive Sanitary Sewer System Plan proposes that the Princeton Wastewater Treatment Plant would be expanded to 7.0 million gallons per day of capacity with Phase 3, which is also the phase that includes the Sewer Districts encompassing the areas of Baldwin Township within the Princeton Future Development Area. Provision of municipal sanitary sewer utilities to areas of Baldwin Township within the Princeton Future Development Area is not planned to be served by the existing capacity of the Princeton Wastewater Treatment Plant, but instead is part of a combined Phase 3 and Phase 4 future trunk sewer pipe and Wastewater Treatment Plant expansion that will cost an additional \$104,873,000.

Princeton Future Land Use. Princeton Comprehensive Sanitary Sewer System Plan includes a Future Land Use map (Exhibit A5) for the existing incorporated limits of Princeton and surrounding township areas anticipated to be served by Princeton municipal sanitary sewer (and water) utilities. Table E provides the future land uses guided for the Princeton Future Development Area as part of the Princeton Comprehensive Sanitary Sewer System Plan. The Princeton 2020 Comprehensive Plan assumes that Low Density Residential uses will develop at 3.5 units per acre (Princeton 2020 Comprehensive Plan, Table 6-1 p.21), which would yield approximately 63,350 dwelling units within the 18,100 acres of Princeton Future Development Area planned for such uses.

**Table E - Princeton Future Development Area
By Guided Land Use**

	Acres	%
Low Density Residential	18,100	87.5%
High Density Residential	385	1.9%
Commercial/Residential Mix	99	0.5%
Commercial	597	2.9%
Industrial	493	2.4%
Industrial/Commercial	568	2.7%
Institutional	64	0.3%
Parks & Open Space	78	0.4%
Right-of-Way	302	1.5%
Total Acres	20,686	100%

Source: City of Princeton

Land Absorption. The Princeton Comprehensive Sanitary Sewer System Plan references growth projections formulated by Princeton as part of its prior 2018 Comprehensive Plan, but does not include projections for future land absorption. Table D above summarizes Princeton’s average rate for new single family, two family, and townhouse development at 7.2 dwellings per year for the past 10 years. At the 3.5 dwelling units per acre as set out in the Princeton Comprehensive Sanitary Sewer System Plan and using Princeton’s 10 year growth rate of 7.2 Low Density Residential dwellings per year, only 2.1 acres of developable land would be absorbed each year by new growth within the Princeton Future Development Area.

Absorption of all of the 18,100 acres land within the Princeton Future Development Area that is guided for Low Density Residential land uses would take 8,619 years based on Princeton's growth rate for the last 10 years. Development of the estimated 13,000 acres within just the Phase 1 and Phase 2 Sewer Districts within Mille Lacs County programed by the Princeton Comprehensive Sanitary Sewer System Plan that are guided for Low Density Residential land uses would take approximately 6,200 years before there would be demand to add land from the Sewer Districts that include Baldwin Township for Low Density residential land uses.

The designation of the Princeton Future Development Area has no basis in the recent growth of Princeton, especially as it relates to planning for future growth in Sherburne County. The majority of Princeton is geographically located in Mille Lacs County, as is its population, households, and the limited extent of any new residential construction that has occurred. Moreover, the acreage within the Princeton Future Development Area would take millennia to develop at the growth rates historically experienced by Princeton or which could be reasonably be projected to occur based on recent trends. To this end, the Princeton Comprehensive Sanitary Sewer System Plan document cannot be relied upon as a basis to justify annexation of areas of Baldwin Township within the Princeton Future Development Area.

Baldwin Township Future Development Area. The Princeton Comprehensive Sanitary Sewer System Plan does not provide a breakdown of the future development area between Sherburne County and Mille Lacs County, but our office estimates that approximately 9,200 acres or 33.1 percent of the Princeton Future Development Area is land within Baldwin Township.

Approximately 7,800 acres of Baldwin Township included in the Princeton Future Development Area is planned for low density residential use at 3.5 dwelling units per acre by the Princeton Comprehensive Sanitary Sewer Study consisting of detached single family and two-family dwellings. The Princeton Future Land Use Plan identifies locations in Baldwin Township for High Density Residential land uses east of US Highway 169 north of 317th Avenue (CSAH 2). The Princeton Future Land Use Plan indicates annexation of existing commercial and industrial businesses in Baldwin Township along the west side of US Highway 169 and existing industrial uses and undeveloped areas west of 128th Street (CSAH 45) north of County Road 42. The lands guided for High Density Residential, Commercial, and Industrial land uses could develop at any time based on market conditions. The longest timeframe for development would be for areas guided Low Density Residential. Absorption of the approximate 7,800 acres of land within Baldwin Township included in the Princeton Future Development Area that are guided for Low Density Residential land uses would take an estimated 3,700 years based on the current growth rate being experienced by Princeton.

Town staff has prepared a map (Exhibit A6) illustrating the Princeton Future Development Area in Baldwin Township with information regarding parcels 10 acres or less in area, and which show wetlands, floodplains, and designation of the Wild and Scenic River District that present limitations to the extension of municipal sanitary sewer services planned by Princeton to this area.

- **Wetlands.** There are extensive wetlands identified by the National Wetland Inventory comprising 1,890 acres or 20.6 percent the Princeton Future Development Area within Baldwin Township. The Wetland Conservation Act of 1991 protects these areas from impacts of development, including mitigation requirements at a minimum 2:1 ratio for those wetlands that are filled, although the first criteria for evaluation of potential impacts is avoidance.

The required protection of wetlands reduces the development potential of individual parcels due to the need to design building sites, lots and blocks to avoid impacts, locate streets to circumvent wetlands, and plan utilities to support the resulting design pattern or bypass wetland areas. As such, wetlands typically are a significant physical and financial barrier to development served by municipal sanitary sewer (and water) utility expansion.

- **Floodplain.** There are approximately 1,492 acres of land within the 100-Year Floodplain within the portion of the Princeton Future Development Area that includes Baldwin Township or 16.2 percent of this area. These areas are subject to periodic flood inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. As a result, floodplain areas are restricted for development purposes as part of the National Flood Insurance Program. Mitigation of the public health and safety issues related to development of 100-Year Floodplain areas either through importation of fill or specialized construction requirements, increases development costs. Therefore, the 100-Year Floodplain is both a physical and financial barrier to expansion of urban development served by municipal sanitary sewer (and water) utilities.
- **Wild and Scenic River.** The Rum River flows south along the east boundary of Princeton through Princeton Township, then through northeast Baldwin Township, and into Spencer Brook Township to the east. The sensitive natural resources of the Rum River, including shorelines, are protected through the Wild and Scenic River program administered by the Minnesota Department of Natural Resources.

The original management plan for the stretch of the Rum River that flows through Baldwin Township was adopted in 1978, and the current rules that govern management of State lands and local land use regulation along the Rum River are contained in Minnesota Rules Chapter 6105.1400 – 6105.1500. The section of the Rum River through Baldwin Township is classified as Scenic and is designated over 1,222 acres or 13.3 percent of the portion of the Princeton Future Development Area within Baldwin Township. Minnesota Rules 6105.1400, Subp. 1.B provides that if land is annexed to another jurisdiction, the land use regulations applicable to that land are to comply with the provisions of the Management Plan that applied to the land before the transfer.

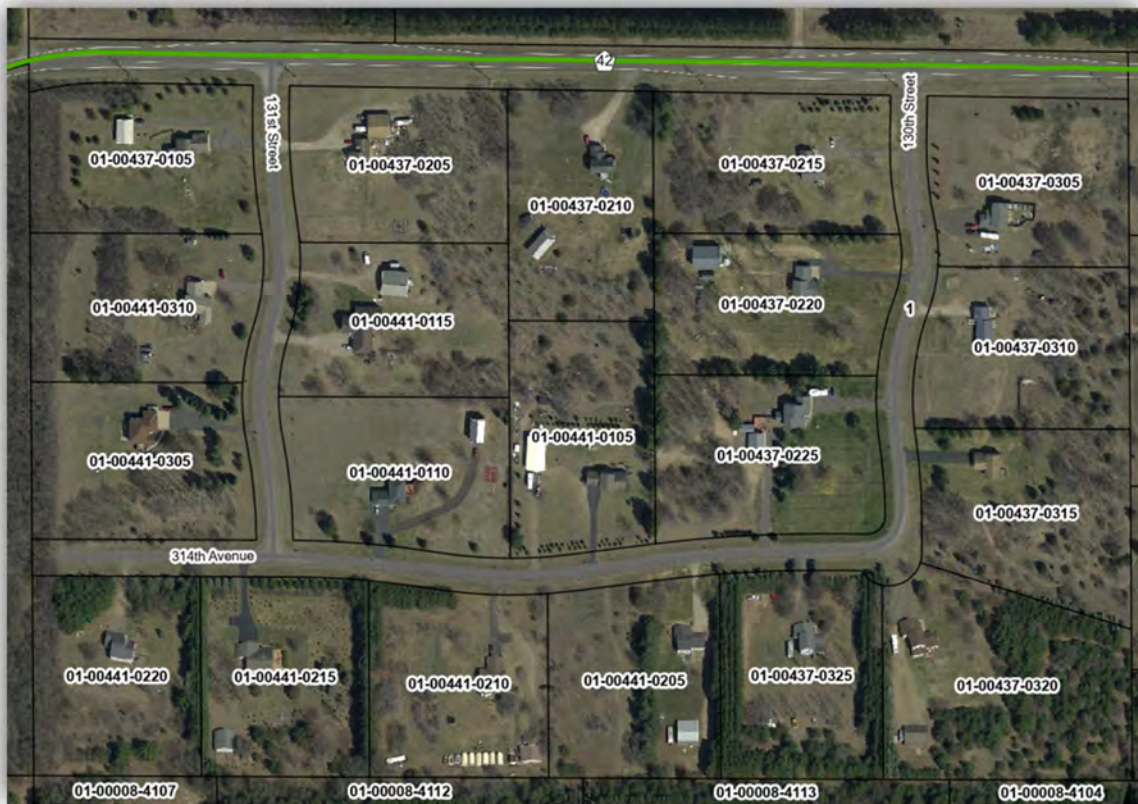
The lower density allowed for residential development within areas subject to the Rum River Wild and Scenic Management Plan is a financial barrier to extension of municipal sanitary sewer utilities.

- **Parcels 10 acres in Area or Less.** Land uses served by municipal sanitary sewer are most efficiently developed through subdivision of large contiguous tracts of undeveloped properties. Developers will seek out these areas because of their greater development potential and ease at which new subdivisions can be constructed and lots sold for the developer to receive their returns on investment as quickly as possible.

Not having areas that have not been previously subdivided results in increased costs if utilities need to be extended past existing development to serve undeveloped properties. Retrofitting existing developments for municipal sanitary sewer service to off-set trunk costs related to extension of municipal sanitary sewer service is also financially burdensome and impractical given the limitations for redevelopment of existing lots based on road, lot, and block layouts,

placement of single family dwellings and detached accessory buildings within lots, sewer connection points to existing buildings, and abandonment of existing septic systems. Resubdivision of existing developed parcels also requires more effort due to the need to assemble multiple properties and potential higher costs due to the need to acquire both land and buildings for which the owners will be seeking value.

The Prairie Pineview plat, shown below, is typical of residential development in Baldwin Township and highlights these issues. The lots within the plat are designed to comply with the requirements of the Sherburne County and Baldwin Township Zoning Ordinances for a minimum lot area of 2.5 acre, minimum lot width of 200 feet, and minimum lot depth of 300 feet.



Placement of homes within the Prairie Pineview plat is generally in the center of the lots, except where off-set to meet front yard setback requirements for a side yard abutting a public right-of-way. The plat also illustrates the allowance of large scale detached accessory structures within Baldwin Township. The Zoning Ordinance allows total detached accessory building area up to three percent of the area of a platted lot (or 3,267 square feet for a 2.5 acre minimum area lot). The area of individual buildings is limited to 1,800 square feet for parcels between 2.5 and 5.0 acres or 5,500 square feet for lots greater than 5.0 acres in area.

The Princeton Zoning Map indicates most of the parcels at the outer limits of the City are zoned R-1, Residential District, which is intended to provide for development of low density one-family detached dwellings along with other residentially-related facilities which serve the residents in the district. The Princeton R-1 District requires a minimum lot area of 12,500 square feet, minimum lot width of 80 feet and side yard setbacks of 10 feet for interior lot lines and 30 feet for side yards of corner lots. While it should be theoretically possible to subdivide a 2.5 acre,

200 foot wide lot into smaller lots that are a minimum of 12,500 square feet in area and 80 feet in width, the layout of the roads, lots, blocks and placement of structures within the Prairie Pineview plat illustrates the difficulties in such resubdivision efforts.

Within the portion of the Princeton Future Development Area within Baldwin Township, 66.5 percent of the area is parcels that are 10 acres in area or less, many in platted subdivisions similar in character to the Prairie Pineview plat. The limited areas of larger tracts that could be developed as new subdivisions to be served with municipal sanitary sewer services will reduce market attraction of such development because of the overall smaller area available for development and added costs either of leap-frogging existing development or the difficulties associates with serving existing development with municipal sanitary sewer and resubdivision of existing developed properties.

- **Young Park.** Baldwin Township owns 81.56 acres of land at the southwest quadrant of 305th Avenue (CR 38) and 108th Street (CSAH 19), which is within the Princeton Future Development Area within Baldwin Township. The parcel has been developed as a community park with a full size baseball field, a basketball court, Gaga pit, a pavilion available for rental, picnic facilities, and playground equipment. There are also four miles of crushed granite trails with boardwalks over wetland areas within the natural areas of the parcel. The Town has plans to expand the facilities at Young Park to continue to serve the recreational needs of Baldwin Township residents.



Mille Lacs County Future Development Area. Town staff prepared the same analysis of the Princeton Future Development Area for the areas within Mille Lacs County in Princeton Township to consider wetlands, floodplain, Rum River Wild and Scenic corridor, and parcels less than 10 acres in area (Exhibit A7).

In contrast with the area of the Princeton Future Development Area within Baldwin Township, the Future Development Area in Mille Lacs County is much less constrained for future development served by municipal sanitary sewer services. In particular, areas north of Princeton to the east and west of the US Highway 169 corridor have large contiguous tracts unencumbered by wetlands and floodplain areas and mostly removed from the Rum River Wild and Scenic Management Plan area. This fact may explain why the Princeton Comprehensive Sanitary Sewer System Plan has placed Phase 1 and Phase 2 of its expansion within Princeton Township rather than Baldwin Township.

It also must be noted that the pattern of large contiguous tracts of land continue north of the Princeton Future Sanitary Sewer Service Boundary along US Highway 169. It may be more efficient from a physical development and financial cost perspective to continue future growth of Princeton north along US Highway 169 in Mille Lacs than to try and overcome the challenges in Baldwin Township due to the existing land use pattern and more extensive sensitive natural environmental resource areas that are barriers to development served by municipal sanitary sewer utilities.

As noted above, the area guided for Low Density Residential Uses within the Princeton Future Development Area within Mille Lacs County would be projected to take 6,200 years to fully develop based on Princeton's current growth rates.

Population Loss. There are 909 single family homes identified within the potential area that is anticipated Princeton will request be annexed to the City in response to the Town's incorporation petition. Information above from the Minnesota State Demographic Center identifies that Baldwin Township has a 2022 population of 7,043 people and 2,495 households, or a mean of 2.82 people per household. Assuming that the 909 households Princeton will seek to annex have a mean household size of 2.82 consistent with the Town overall, approximately 2,563 people will be annexed to Princeton if the City's expected annexation request is granted. The remaining population for Baldwin Township (or the City of Baldwin) would be 4,479 people. The impact of the population loss as a result of the portion of Baldwin Township within the Princeton Future Development Area will be evaluated further by fiscal analysis prepared by the Town's financial consultant Ehlers Public Finance.

Non-Conforming Structures. The Baldwin Zoning Ordinance allows single family residential properties to have detached accessory building area in one or more buildings up to three percent of the area of a platted lot and four percent of the area of a unplatted parcel. The area of an individual detached accessory building is limited to 1,800 square feet for lots or parcels five acres in area or less and 5,500 square feet for parcels greater than five acres in area. Detached accessory buildings constructed on lots five acres in area or less or within the Shoreland Overlay District or Wild and Scenic Overlay District are allowed to be up to 25 feet in height; detached accessory buildings on lots larger than five acres are allowed to be up to 35 feet in height.

In contrast, the Princeton Zoning Ordinance limits accessory buildings on residential properties to 800 square feet and up to 15 feet in height. Larger building areas are allowed with approval of a conditional use permit. Existing detached accessory buildings on residential properties with Future Development Area that were constructed subject to the requirements in effect for Baldwin Township would become non-conforming upon annexation if they do not also comply with the performance standards adopted by Princeton. The non-conforming status of these structures would be a burden upon the property owners.

CONCLUSION

The City of Princeton is anticipated to request annexation of approximately 9,200 acres of Baldwin Township to Princeton in response to Baldwin Township's petition for incorporation. Princeton is likely to base this request on recommendations included in the City's Comprehensive Sanitary Sewer System Plan that proposes expansion of Princeton to an area more than 16 times greater than its current area. The resulting City of Princeton would be the 7th largest city in Minnesota and have potential to add 63,500 additional residents, in addition to at least that many residents within the portion of the Future Development Area located in Mille Lacs County. Analysis of the Princeton Comprehensive Sanitary Sewer System Plan and other relevant data identifies:

- More than three-quarters of the geographic area of Princeton is located in Mille Lacs County.
- The majority of Princeton's existing population and households are located in Mille Lacs County.
- Princeton has averaged construction of only 7.2 new single family, two family, and townhouse dwelling units per year for the last 10 years.
- The 10-year rates of average new single family, two family, and townhouse dwelling construction equates to a mean absorption rate of 2.1 acres per year.
- The absorption of the land with Princeton Future Development Area defined by the Princeton Comprehensive Sanitary Sewer System Plan based on current growth rates for the City would take:
 - Up to 8,600 years for the 18,100 acres within the Princeton Future Development Area guided for Low Density Residential Land Uses.
 - Up to 6,200 years for the 13,000 acres for the portion of the Princeton Future Development Area within Mille Lacs County guided for Low Density Residential Land Uses.
 - As many as 3,700 years for the 7,800 acres for the portion of the Princeton Future Development Area within Baldwin Township guided for Low Density Residential Land Uses.
- The Princeton Comprehensive Sanitary Sewer System Plan includes a phasing plan that divides the Princeton Future Development Area into four phases for construction of sewer infrastructure necessary to extend municipal sanitary sewer service for urban development.
- Fundamental land use and financial planning principles dictate that the capacity of infrastructure constructed to serve the Sewer Districts established by the Princeton Comprehensive Sanitary Sewer System Plan be fully utilized before expanding services and development to other areas within the Future Development Area according to the plan.

- The extension of sanitary sewer and the accompanying development of those portions of the Princeton Future Development Area within Baldwin Township included in Phases 3 and 4 of the Princeton Comprehensive Sanitary Sewer System Plan would not be initiated for up to 6,200 years based on land absorption projections for the Princeton Future Development Area.
- The Princeton Comprehensive Sanitary Sewer System Plan phasing plan programs construction of municipal trunk sewer collection facilities and Wastewater Treatment Plant expansion in Phase 3 necessary to serve areas of Baldwin Township within the Princeton Future Development Area.
 - The phasing plan of the Princeton Comprehensive Sanitary Sewer System Plan includes expansion of the City's Wastewater Treatment Plant treatment capacity from 1.635 million gallons per day currently to 7.0 million gallons per day in Phase 3 and to 15.0 million gallons per day in Phase 4.
 - The expansion of the Princeton Wastewater Treatment Plant capacity in Phase 3 and Phase 4 coincides with the construction of trunk sewer collection systems programed by the phasing plan for the portions of the Princeton Future Development Area within Baldwin Township.
- The timing of construction of trunk sewer and Wastewater Treatment Plant capacity in Phase 3 of the Princeton Comprehensive Sanitary Sewer System Plan indicates that the existing Princeton municipal sanitary sewer system does not presently have capacity to serve areas of Baldwin Township.
- The natural conditions and existing development pattern within the portions of the Princeton Future Development Area within Baldwin Township will impede the extension of municipal sanitary sewer utilities:
 - Wetlands encumber over 20 percent the portion of the Princeton Future Development Area within Baldwin Township, the extent of which reduces the area available for development with extension of municipal sanitary sewer service and are a physical and financial barrier to such development.
 - More than 16 percent of the areas of the Princeton Future Development Area within Baldwin Township is identified as being within the 100-Year Floodplain, which is both a physical and financial barrier to development with extension of municipal sanitary sewer services.
 - Approximately 13 percent of the portion of the Princeton Future Development Area within Baldwin Township is subject the Rum River Wild and Scenic Management Plan. The development regulations established in accordance with the Management Plan and Minnesota Rules create limitations for development and is a financial barrier to extension of municipal sanitary sewer utilities.

- Approximately two-thirds of the existing land use pattern within the Princeton Future Development Area within Baldwin Township is parcels with an area of 10 acres or less, many of which are residential subdivisions with lots not less than 2.5 acres in area that are developed with single family dwellings and detached accessory buildings. The limited areas of larger tracts available for subdivisions to be served with municipal sanitary sewer services will reduce market attraction for such development because of the overall smaller area available for development and added costs either of leap-frogging existing development or the difficulties associated with serving existing development with municipal sanitary sewer and resubdivision of existing developed properties.
- Young Park is an 81.5 acre parcel within the portion of the Princeton Future Development Area within Baldwin Township that has been developed by the Town as a community park. The parcel serves the recreational needs of Baldwin Township residents, does not require municipal sanitary sewer services, and is not to be considered available for development.
- The Princeton Future Development Area for the areas within Mille Lacs County is much less constrained for future development served by municipal sanitary sewer services with areas north of Princeton to the east and west of the US Highway 169 corridor having large contiguous tracts unencumbered by wetlands and floodplain areas and mostly removed from the Rum River Wild and Scenic Management Plan area.
- It will likely be more efficient from a physical development and financial cost perspective to continue future growth of Princeton north along US Highway 169 in Mille Lacs than to try and overcome the challenges in Baldwin Township due to the existing land use patterns and the extent of sensitive natural environmental resource areas.
- Annexation of the 9,200 acres of Baldwin Township to Princeton would result in a decrease in the Town's population from 7,043 people to 4,479 people based on Minnesota State Demographic Center population and household estimates for 2022.
- Existing detached accessory structures within the Future Development Area that do not comply with performance standards of Princeton would be classified as non-conforming upon annexation creating an undue burden upon property owners.

Annexation of the 9,200 acres of Baldwin Township included within the Princeton Future Development Area to Princeton on the basis of the City's 2020 Comprehensive Sanitary Sewer System Plan is not justified.

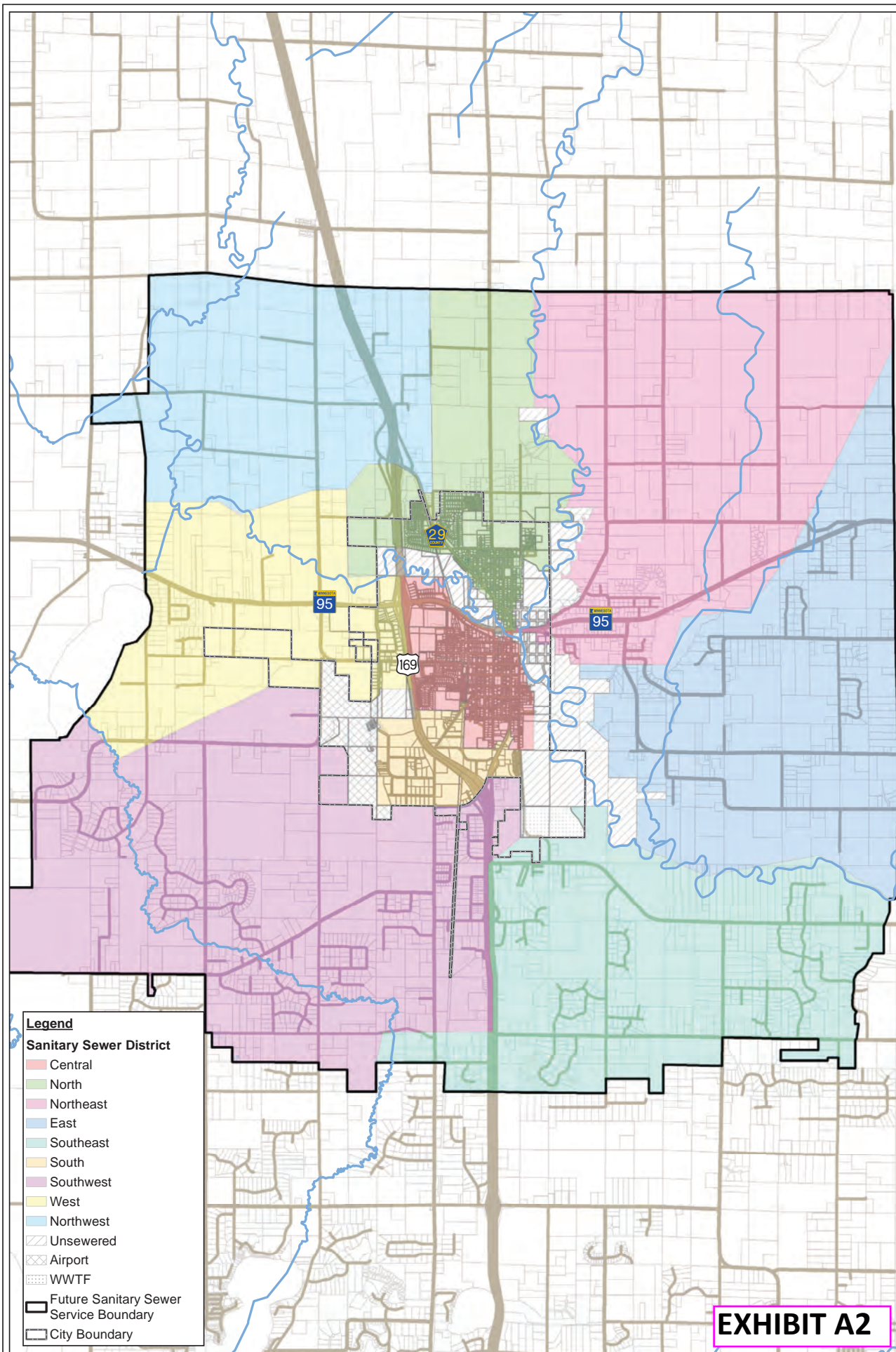
The Princeton Future Development Area designated by the Princeton 2020 Comprehensive Sanitary Sewer System Plan would take millennia to develop the land uses guided by the Princeton Future Land Use map. The phasing plan adopted with the Princeton 2020 Comprehensive Sanitary Sewer System Plan is such that extension of municipal sanitary sewer service to areas of the Princeton Future Development Area in Baldwin Township would not occur until after the available land in Mille Lacs County is developed, which would not be for up to 6,200 years based on Princeton's current growth rates.

The ability to provide municipal sanitary sewer service to the portions of the Princeton Future Development Area would necessitate not only capital expenditures for trunk sewer collection facilities but expansion of the Princeton Wastewater Treatment Plant. The need to expand the Princeton Waste Water Treatment Plant concurrent with extension of municipal trunk sanitary sewer collection facilities into the portions of the Princeton Future Development Area within Baldwin Township indicates that these areas cannot be served by Princeton's existing municipal sanitary sewer system capacity.

Furthermore, natural characteristics and existing development pattern of the portion of the Princeton Future Development Area within Baldwin Township is such that the physical practicality and financial feasibility of subdivision of undeveloped or resubdivision of existing developed properties to be served by municipal sanitary sewer is extremely challenging. Large areas of the Princeton Future Development Area within Baldwin Township are encumbered by protected wetlands, 100-Year Floodplain, and public waters including the Rum River. These sensitive natural environment resources represent both physical and financial barriers to development. More than two thirds of the portion of the Princeton Future Development Area within Baldwin Township consists of parcels that are 10 acres in area or less, many within existing platted subdivisions that are fully developed. This existing land use pattern creates its own challenges for future new development served by municipal sanitary sewer services either by creating physical barriers that have to be bypassed with trunk facilities or existing property owners that would be burdened with the enormous cost of retrofitting municipal sanitary sewer service and the impracticalities of redevelopment.

The analysis of the Princeton 2020 Comprehensive Sanitary Sewer System Plan is relevant to the factors for consideration of Baldwin Township's petition for incorporation set forth by Minnesota Statutes 414.02, Subdivision 3.B. The conclusion of this analysis is that the present pattern of physical development, planning, and intended land uses in the portion of the Princeton Future Development Area within Baldwin Township can be better served by the incorporated City of Baldwin rather than by annexation of those areas to the City of Princeton.

Document Path: K:\GIS\2016\SSS\Map\Fig6-1_FutureSanitarySewerDistricts.mxd Date Saved: 7/27/2016 11:13:11 AM



Legend

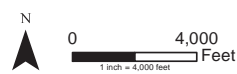
Sanitary Sewer District

- Central
- North
- Northeast
- East
- Southeast
- South
- Southwest
- West
- Northwest
- Unsewered
- Airport
- WWTF
- Future Sanitary Sewer Service Boundary
- City Boundary

EXHIBIT A2



Figure 6-1. Future Sanitary Sewer Districts
Comprehensive Sanitary Sewer Plan
City of Princeton, MN



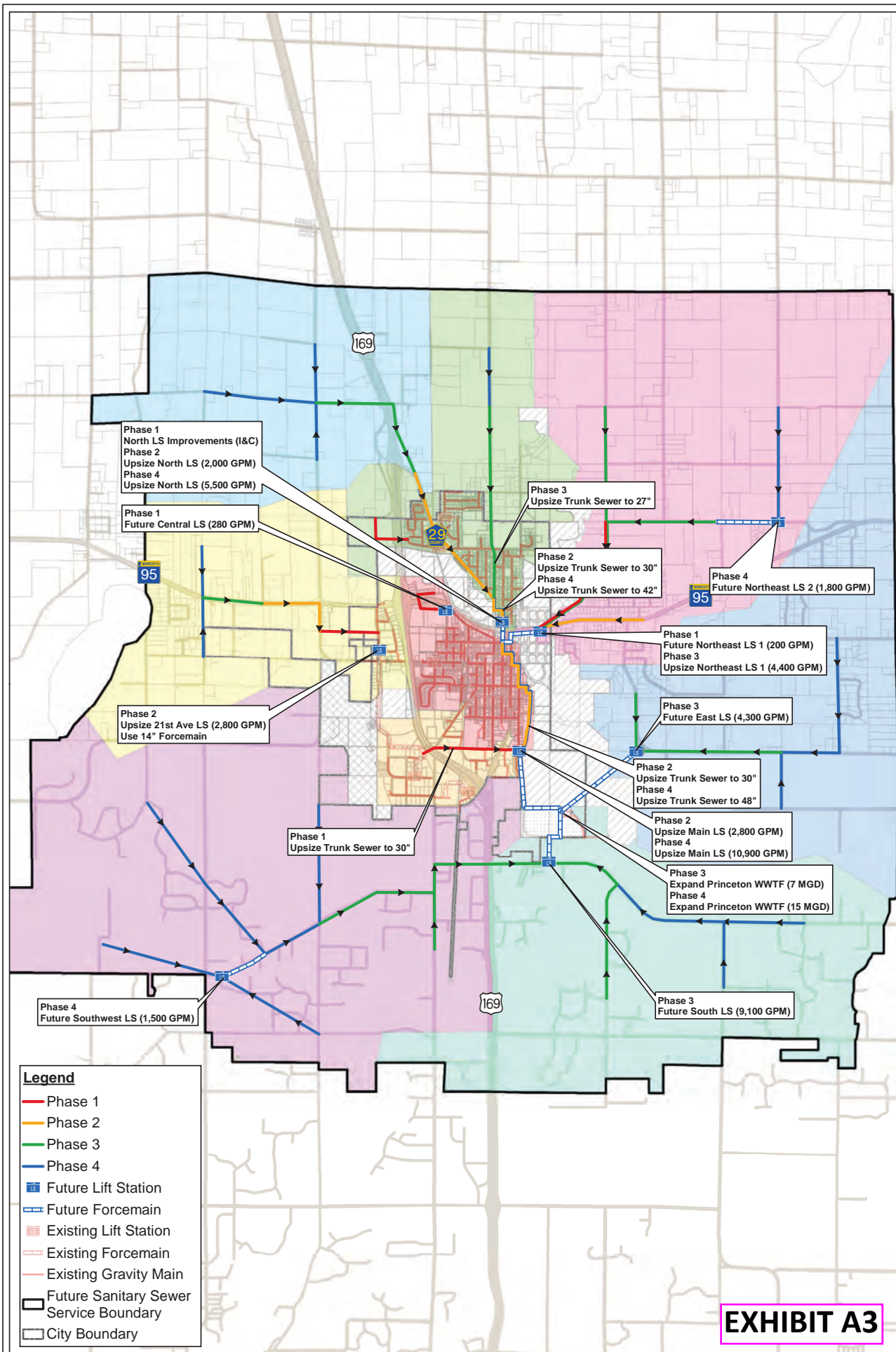
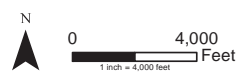
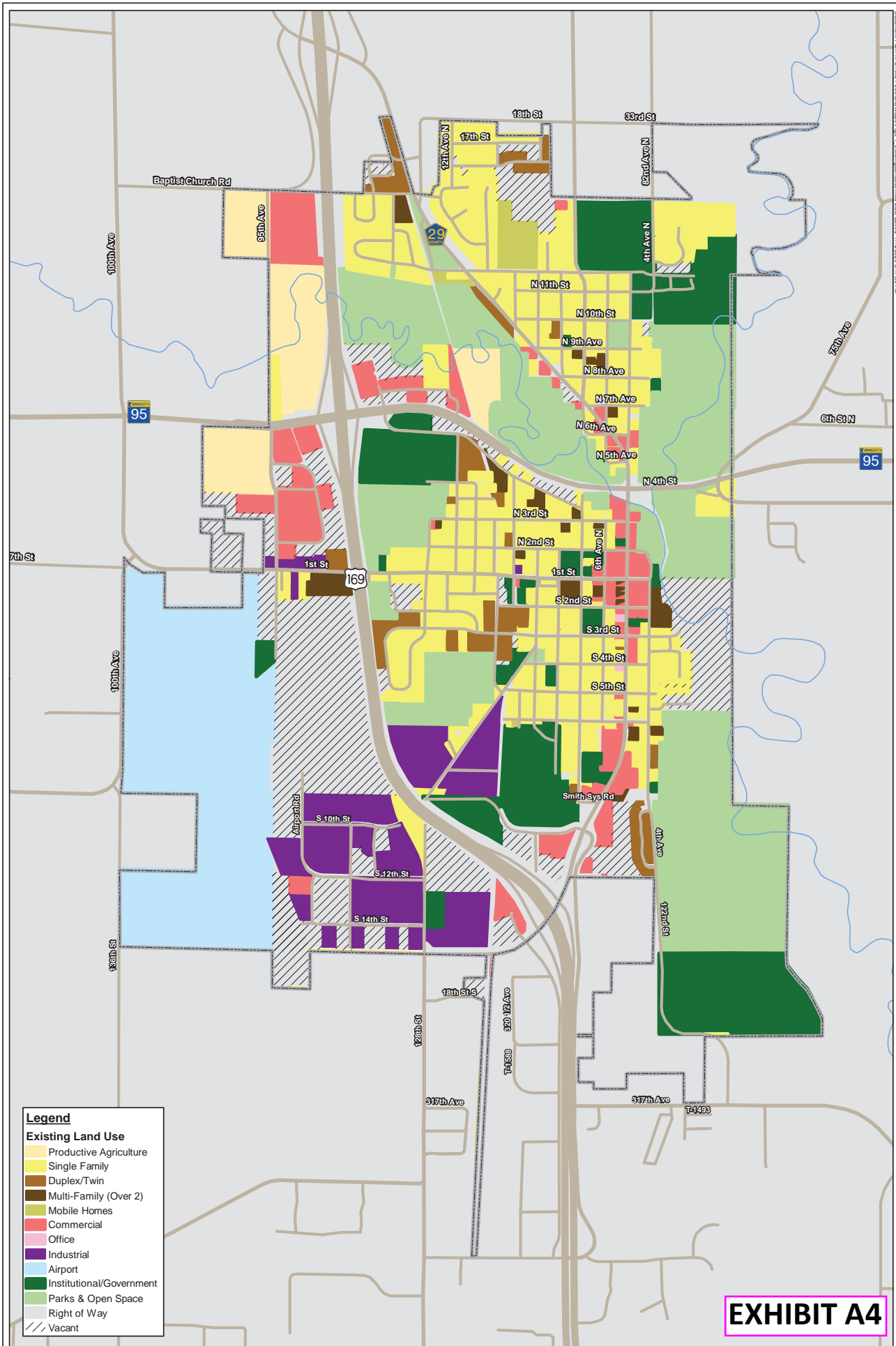


EXHIBIT A3

Figure 7-1. Future Trunk Phasing
Comprehensive Sanitary Sewer Plan
City of Princeton, MN



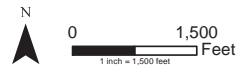


- Legend**
- Existing Land Use**
- Productive Agriculture
 - Single Family
 - Duplex/Twin
 - Multi-Family (Over 2)
 - Mobile Homes
 - Commercial
 - Office
 - Industrial
 - Airport
 - Institutional/Government
 - Parks & Open Space
 - Right of Way
 - Vacant

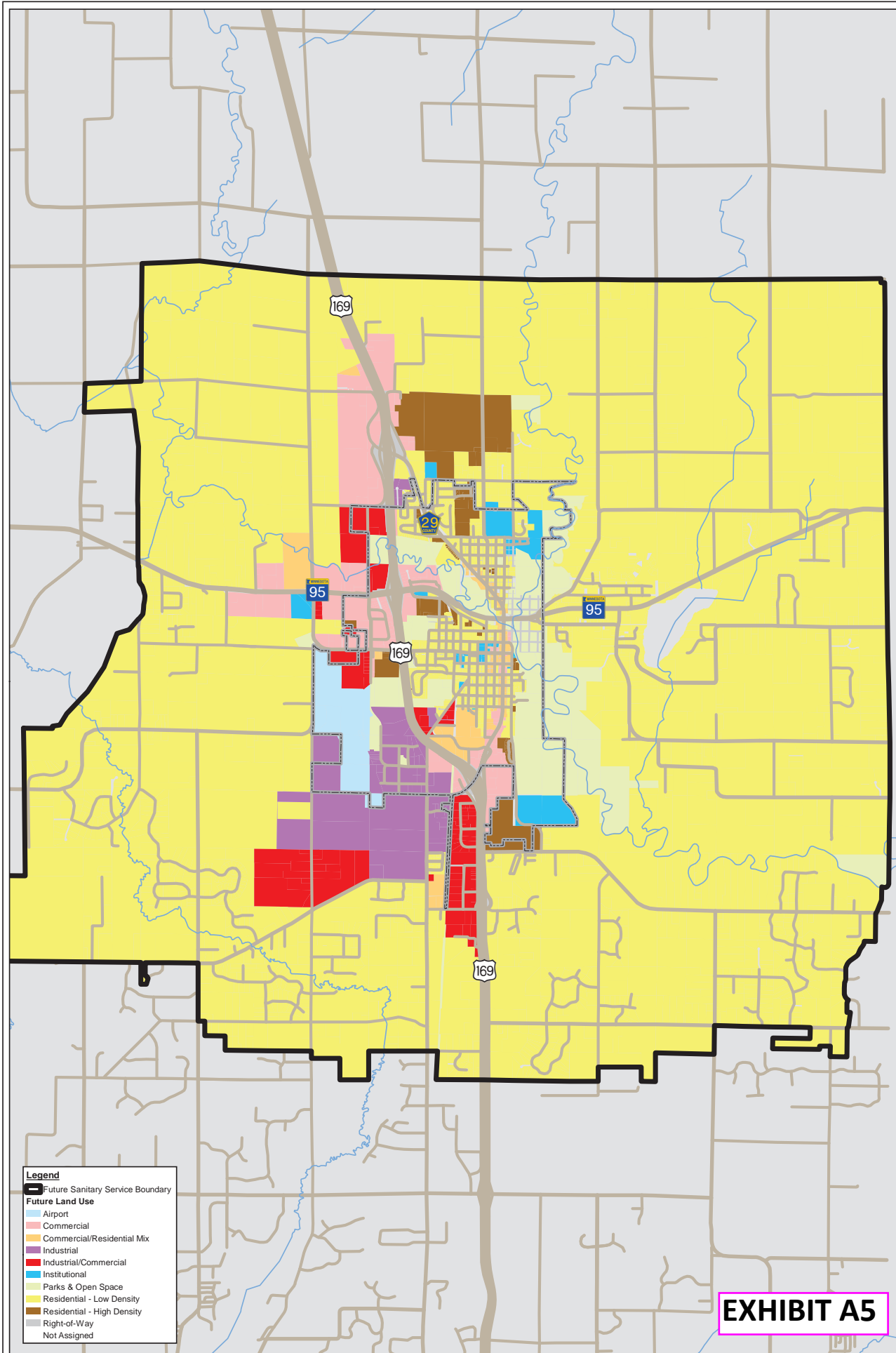
EXHIBIT A4



Figure 3-1. Existing Land Use
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN



Map File Path: \\princeton\GIS\Projects\SanitarySewerPlan\Map_Series1_ExistingLandUse.mxd
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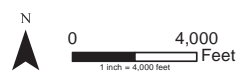


- Legend**
- Future Sanitary Service Boundary
 - Future Land Use**
 - Airport
 - Commercial
 - Commercial/Residential Mix
 - Industrial
 - Industrial/Commercial
 - Institutional
 - Parks & Open Space
 - Residential - Low Density
 - Residential - High Density
 - Right-of-Way
 - Not Assigned

EXHIBIT A5

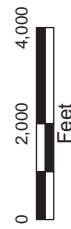
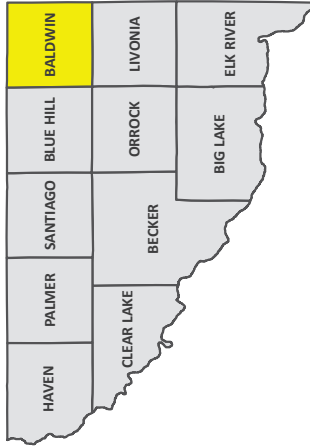


Figure 3-2. Future Land Use
Comprehensive Sanitary Sewer Plan
City of Princeton, MN



Baldwin Township

Princeton Future Development Area Baldwin Township



Legend








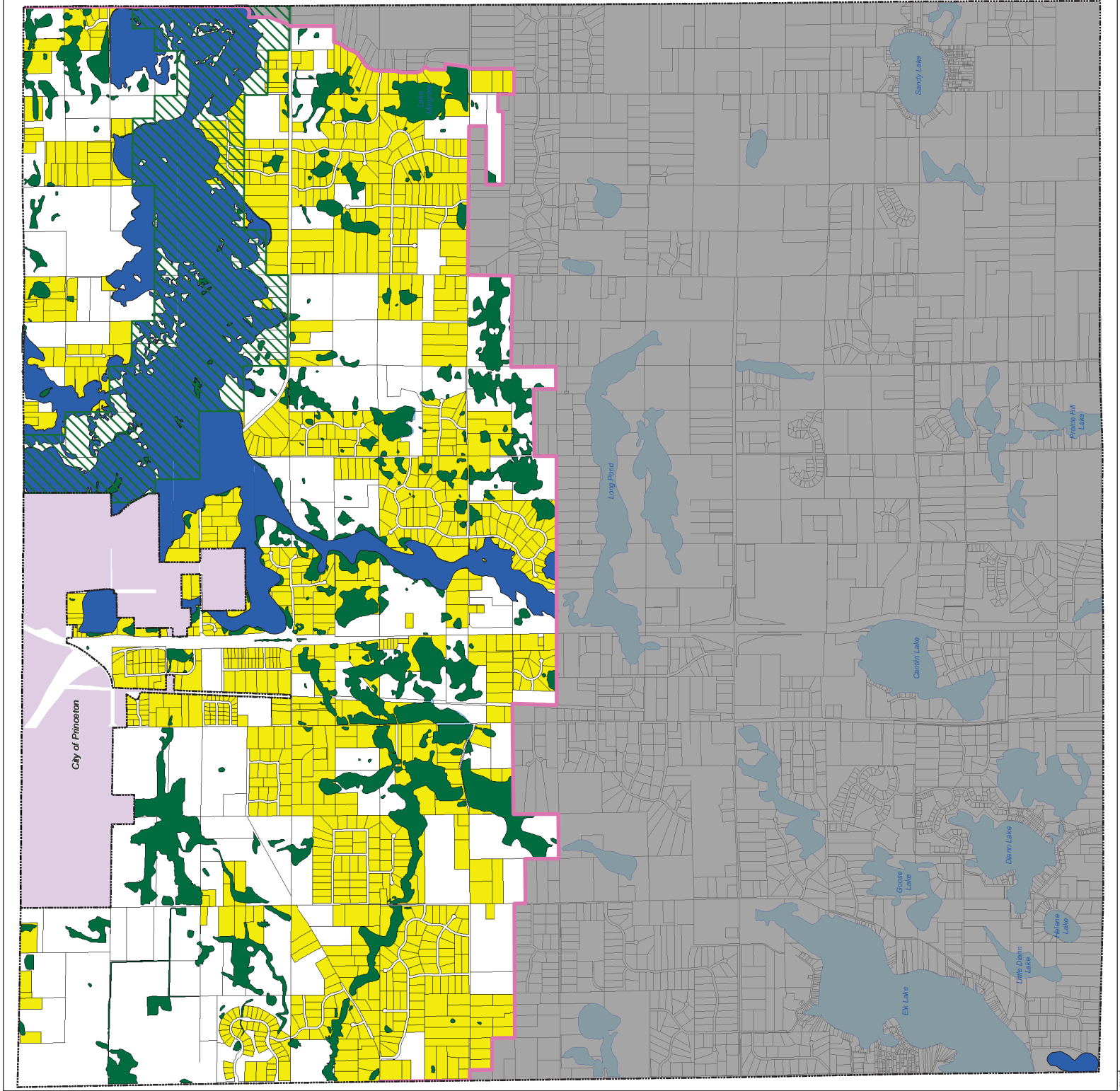
-  Princeton Sewer Area Boundary
-  Total Future Service Area - 9173 Acres
-  Parcels 10ac or Less - 3646 Acres
-  Rum River WS District - 1222 Acres
-  Floodplain - 1492 Acres
-  NWI - 1890 Acres
-  City of Princeton

EXHIBIT A6



SOURCE: Princeton Comprehensive Sanitary Sewer Plan (Figure 6-1)

DISCLAIMER: Baldwin Township does not warrant the accuracy nor the correctness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including loss of business, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed.



EDUCATION

University of Minnesota

- Bachelor of Arts in Political Science and Minor in Applied Economics

PROFESSIONAL AFFILIATIONS

American Planning Association

Minnesota Chapter of American Planning Association

Lions International Charter Member

EXPERIENCE

2010 - Present

Chief Manager, The Planning Company LLC

Serving Baldwin Township, MN; Bayport, MN; Foreston, MN; Lakeville, MN; New Richmond, WI; Otsego, MN; Rockford, MN

1999-2010

Senior Planner, NAC

1994-1998

Planner, NAC

AREAS OF SPECIALTY

Comprehensive Planning

Consultant services to units of local and regional government on development programming and management of comprehensive plans, policy planning, land use and environmental regulations, economic development programs, and implementation.

Representative projects: Bayport, MN; Lakeville, MN; Nowthen, MN; Otsego, MN; Rockford, MN; St. Augusta, MN

Development Regulations, Codes, and Administration

The establishment and/or revision of zoning, subdivision, sign ordinances, housing, licensing, and other land use regulations with special expertise in growth management as well as adult use controls together with development of general code provisions and policies. Additionally, assistance to local governments on the organization as well as implementation of regulations. Representative projects: *Baldwin Township, MN; Bayport, MN; Foreston, MN; Lakeville, MN; New Richmond, WI; Nowthen, MN; Otsego, MN; Rockford, MN; St. Augusta, MN*

Development Review

Assistance to local governments on the receiving, review and processing of development applications including pre-application conferences, preparation of technical reports, presentation to advisory committees and governing bodies and implementation and review of project approvals.

Representative projects: Baldwin Township, MN; Bayport, MN; Foreston, MN; Lakeville, MN; New Richmond, WI; Nowthen, MN; Otsego, MN; Rockford, MN;

Park, Trail and, Open Space Planning

Planning and design of parks, trails and open space systems, park use and needs analysis, user surveys, park site design. *Representative projects: Lakeville, MN; Otsego, MN; Rockford, MN*

Administration

Technical and managerial assistance to local units of government with emphasis on grant-in-aid application, general administration and intergovernmental relations. *Representative projects: Nowthen, MN; Otsego, MN; Rockford, MN*

Citizen Participation

Organizing citizen, neighborhood and interest group involvement and participation in the planning and development process. *Representative projects: Lakeville, MN; Nowthen, MN; Otsego, MN; Rockford, MN*

Annexation/Incorporation

The preparation of background studies and analysis on annexation and incorporation matters. *Representative projects: Baldwin Township, MN; New Richmond, WI; Otsego, MN; Rockford, MN; St. Augusta, MN*

EXHIBIT 5

TOWN OF BALDWIN ORGANIZATION

TOWN BOARD:

Road Construction
Agenda Items
Fire Department Expenditures
Planning Commission

Plat Review and Recommendations
Special Service Districts
Employee Relations
Maintenance/Office Expenditures

SUPERVISOR A – JEFF HOLM

Economic Development Coordinator
*BR&E Coordinator
*Promotion & Marketing Coordinator
Animal Control (1st Contact)
Liquor, Gambling Licenses
Liaison with City of Princeton (1st Contact)
Employee Liaison (2nd Contact)
Airport Commission Liaison (1st Contact)
Liaison with Township Engineer (2nd Contact)

\$1000

Zoning Issues
Oak Wilt (2nd Contact)
Fire Dept. Liaison (3rd Contact)
Planning & Zoning Comp. Plan (2nd Contact)
Newsletter (2nd Contact)
Princeton Planning Commission and/or Council Meeting (1st Contact)

SUPERVISOR B – SCOTT CASE

Conditional & Interim Use Permits (2nd Contact)
Airport Commission Liaison (2nd Contact)
Address Signs
2nd Emergency Town Manager
Baldwin Planning Comm. Liaison (2nd Contact)
Road Maintenance (2nd Contact)
Animal Control (2nd Contact)
Liaison with Planner (2nd Contact)
Telecommunications Coordinator

\$1000

Mailboxes
Zoning Issues
Princeton Planning Commission and/or Council Meeting (2nd Contact)
Retro-reflectivity Standards
Liaison with City of Princeton (2nd Contact)
Newsletter (1st Contact)
Liaison with Building Inspector (2nd Contact)
IT

SUPERVISOR C – BRYAN LAWRENCE

Conditional & Interim Use Permits (1st Contact)
Parking Ordinance Advisor
Water Advisory Group
Baldwin Planning Comm. Liaison (1st Contact)
Fire Department Liaison (2nd Contact)
Liaison with Planner (1st Contact)
Septic Systems

\$1000

County Planning & Zoning (1st Contact)
Twp. Buildings & Grounds Manager (2nd Contact)
Urban Powers/Annexation (2nd Contact)
Frontier Trails SSD Liaison (2nd Contact)
New Plat, Roads, Drainage & Cul-de-Sacs
Liaison with Building Inspector (1st Contact)

SUPERVISOR D – VICE-CHAIRMAN TOM RUSH

Clean Up Day
Cemetery Plots/Maintenance Advisor
Beautification-Tree Planting & Streetscape
Park Committee Liaison
Capital Improvement Coordinator
Road Abandonment
Delinquent Properties
Conducts Town Board Mtgs. In Absence of Chair
Yearly Mileage Certification
Liaison with Township Attorney (2nd Contact)
Road Maintenance (1st Contact) **\$2500**
FunFest

\$1000

BVC Liaison (1st Contact)
Public Health, Safety & Welfare
Budget Coordinator
Oak Wilt (1st Contact)
Fire Department Liaison (1st Contact)
Twp, Buildings & Ground Manager (1st Contact)
Signs off on Expenditures in Absence of Chair
Roads, Culverts, Ditches & Signs
Road Construction
Noxious Weed Control
Liaison with Township Engineer (1st Contact)
Finance

SUPERVISOR E – CHAIRMAN JAY SWANSON

Facility & Equipment Process
 County PC Liaison (2nd Contact)
 Coordinates Activities of the Board
 Liaison with Township Engineer (2nd Contact)
 Developer Agreements/Engineering Standards
 Polices & Procedures
 Agenda Coordinator
 1st Emergency Town Manager

\$1000

Frontier Trails SSD Liaison (1stCont.) **\$2500**
 Signs off on Expenditures
 Urban Powers/Annexation (1st Contact)
 Special Services Districts
 Conducts Town Board Meetings
 Employee Liaison (1st Contact)
 Review ROW Permits
 Liaison with Township Attorney (1st Contact)

FIRE CHIEF \$2500**CLERK/TREASURER & DEPUTY CLERK/TREASURER**

Minutes/History
 Legal Announcements
 Election Administrator
 Meeting Agendas
 Accounts Payable/Receivable
 Employee Benefits, Withholding, PERA
 Gopher Bounty
 Social Media
 Liaison with MAT Attorney
 Newsletter
 Utility Billing & Receivables
 WAN (Internet)
 Zoning Questions

Capital Asset/Inventory Coordinator
 Correspondence
 Budget Reporting
 Accounting
 Collections/Payments
 Insurance
 Cemetery (Lester Kriesel)
 Liaison w/Sherburne Co. Auditor
 Developers Accounts/Preliminary Plat Appl.
 Telephony (all wired & wireless telephone systems)
 Fire Clerk
 Information Technology
 Building Permit Questions

MAINTENANCE DUTY LIST**\$1000****Employees**

- Prepare time roll every payday - deliver to Clerk
- Keep time clock up to date
- Keep timecards and claim slips available

Maintenance

- Maintain daily work schedule – work being done and to be done
- Keep monthly maintenance report with monthly memo report to Board
- Maintain all equipment
- Keep all equipment serviced and clean
- Keep all maintenance purchase orders and invoices up to date with P.O.#'s
- Maintain files for all vehicles-work done, etc.
- Hazardous materials, hazardous waste - Dispose of according to EPA regulations
- Assist with fire equip. time permitting
- Maintain inventory – tools and equipment
- Inventory fuel 1st of month fill out MN Revenue report
- Order fuel – maintenance and fire dept.
- Tailgate meeting records

Parks

- Mowing, including trails and ballfield

Snowplowing

- Salt/sand
- Manage salt reports/needs

- Snowplow drivers list
- Plow times and costs
- Tailgate meeting records
- Inventory of plow blades

Clean Up Day

- Quotes from vendors – report to Board
- Arrange for all equipment
- Work with volunteers

Mowing

- Inventory mower blades
- Cemetery
- Town hall
- Roadside ditches

Roads

- Blacktop patching
- Gravel when necessary
- Signage – replace any damaged or missing
- Keep records of any major road concerns – see form
- Clean up trash along roadside
- Trim trees as needed
- Remove downed trees ASAP

Clean Shop

- Keep shop clean
- Clean floor drains yearly

Clean Town Hall

- Vacuum/sweep monthly or as needed
- Bathrooms weekly or as needed

Building Maintenance (Town Hall & Fire Hall)

- Lights, plumbing, heating, etc. as needed
- Keep brine tank filled
- Monitor sewer tanks - hall and fire dept. and have pumped as needed

Elections/Special Events

- Set up/take down Shop/Hall

Wastewater Treatment Plant Operation

Assist with Fire as Requested

Revised 4/4/11	Revised 01/09/2017
Adopted 4/4/11	Revised 3/28/2017
Revised 8/16/11	Revised 7/10/2017
Revised 3/22/12	Revised 4/2/2018
Revised 5/7/12	Revised 7/16/2018
Revised 7/2/12	Revised 8/09/2018
Revised 8/6/12	Revised 4/15/2019
Revised 4/1/13	Revised 12/16/19
Revised 4/7/14	Revised 04/06/2020
Revised 10/21/14	Revised 03/22/2021
Revised 4/13/15	Revised 03/18/2022
Revised 3/21/16	Revised 02/28/2023
Revised 4/4/16	

Public/Miscellaneous/Town of Baldwin

EXHIBIT 6

TOWN OF BALDWIN, SHERBURNE COUNTY, MINNESOTA
A RESOLUTION ADOPTING MINNESOTA STATUTES CHAPTER 368

The Town Board of Supervisors of the Town of Baldwin, Sherburne County, Minnesota, does resolve as follows:

1. That the Town of Baldwin, Sherburne County, Minnesota, does have within its boundaries a population of more than 1,000 people.

2. That at the 1985 annual town meeting the town electors did vote in the affirmative to exercise those powers provided by Chapter 368 of Minnesota Statutes, pursuant to MSA 368.01 (1a).

3. That the Town shall exercise such of those special Town powers as provided for in Minnesota Statutes Chapter 368 as the Town Board from time to time shall deem expedient.

4. That pursuant to Minnesota Statute 368.01, subdivision 30, the Town Clerk shall notify the Sherburne County Auditor and the Minnesota Secretary of State that the Town of Baldwin shall from time to time exercise the special powers granted in Minnesota Statutes Chapter 368 by filing with said County Auditor and the Minnesota Secretary of State a true and correct copy of these resolutions.

Dated this 4 day of Feb., ^{1991 (Blind)} ~~1985~~.

Louis J. Feifer
Chairman of Town Board

Attest:

Betsy L. Wergin
Town Clerk

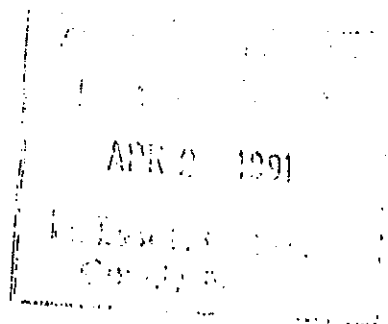


EXHIBIT 7

BALDWIN TOWNSHIP, MN

02/22/24 6:52 PM

Page 1

*Revenue Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 100 General Fund					
IR 100-31000 General Property Taxes	\$250,606.12	\$450,000.00	\$450,000.00	\$530,000.00	_____
IR 100-31900 Penalties & Int-Delinq Taxes	-\$1,507.97	\$0.00	\$0.00	\$0.00	_____
IR 100-32000 LICENSES AND PERMITS	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 100-33180 Federal Grants - COVID	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 100-33400 State Grants and Aids	\$6,343.63	\$2,700.00	\$2,700.00	\$3,000.00	_____
IR 100-33401 Election Allocation	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 100-33620 Other County Grants and Aids	\$6,915.19	\$11,600.00	\$11,600.00	\$11,600.00	_____
IR 100-34000 CHARGES FOR SERVICES	\$18,593.43	\$8,100.00	\$8,100.00	\$8,200.00	_____
IR 100-34107 Assessment Searches	\$50.00	\$435.00	\$435.00	\$600.00	_____
IR 100-34109 Cell Tower Rent	\$30,444.80	\$22,000.00	\$22,000.00	\$22,000.00	_____
IR 100-34140 Filing Fee	\$8.00	\$500.00	\$500.00	\$800.00	_____
IR 100-36205 Preliminary Plat Fees	\$0.00	\$7,500.00	\$7,500.00	\$7,700.00	_____
IR 100-36210 Interest Earnings	\$8,043.73	\$100.00	\$100.00	\$100.00	_____
IR 100-36230 Contrib. & Donations-Private	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 100-38054 Other	\$3,728.50	\$2,000.00	\$2,000.00	\$2,033.00	_____
IR 100-38055 Franchise Fee	\$19,358.89	\$16,100.00	\$16,100.00	\$16,100.00	_____
IR 100-39200 Transfers From Other Funds	-\$195.00	\$0.00	\$0.00	\$0.00	_____
IR 100-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 100 General Fund</i>	\$342,389.32	\$521,035.00	\$521,035.00	\$602,133.00	_____

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 200 Special Revenue Fund					
IR 200-31000 General Property Taxes	\$8,484.31	\$15,000.00	\$15,000.00	\$15,000.00	_____
IR 200-31900 Penalties & Int-Delinq Taxes	\$7.88	\$0.00	\$0.00	\$0.00	_____
IR 200-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 200-33401 Election Allocation	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 200-36210 Interest Earnings	\$244.32	\$0.00	\$0.00	\$0.00	_____
<i>FUND 200 Special Revenue Fund</i>	\$8,736.51	\$15,000.00	\$15,000.00	\$15,000.00	

BALDWIN TOWNSHIP, MN

***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 225 Cemetery					
i R 225-31000 General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 225-31900 Penalties & Int-Delinq Taxes	\$0.06	\$0.00	\$0.00	\$0.00	_____
i R 225-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 225-33401 Election Allocation	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 225-34199 Insurance	\$735.00	\$0.00	\$0.00	\$0.00	_____
i R 225-34940 Cemetery Revenues	\$2,600.00	\$0.00	\$0.00	\$0.00	_____
i R 225-36210 Interest Earnings	\$299.40	\$3.00	\$3.00	\$0.00	_____
i R 225-36230 Contrib. & Donations-Private	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 225 Cemetery</i>	<u>\$3,634.46</u>	<u>\$3.00</u>	<u>\$3.00</u>	<u>\$0.00</u>	

***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 250 Fire					
I R 250-31000 General Property Taxes	\$177,849.02	\$190,000.00	\$190,000.00	\$200,000.00	_____
I R 250-31900 Penalties & Int-Delinq Taxes	-\$826.96	\$0.00	\$0.00	\$0.00	_____
I R 250-33100 Federal Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 250-33400 State Grants and Aids	\$3,250.00	\$2,400.00	\$2,400.00	\$0.00	_____
I R 250-33401 Election Allocation	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 250-33620 Other County Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 250-34000 CHARGES FOR SERVICES	\$5,355.00	\$5,660.00	\$5,660.00	\$8,240.00	_____
I R 250-34202 Fire Protection	\$730.00	\$0.00	\$0.00	\$0.00	_____
I R 250-34203 Accident Report	\$20.00	\$20.00	\$20.00	\$0.00	_____
I R 250-34210 Training	\$9,011.00	\$10,000.00	\$10,000.00	\$10,000.00	_____
I R 250-35100 Fines	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 250-36102 Penalties and Interest	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 250-36210 Interest Earnings	\$1,937.06	\$20.00	\$20.00	\$100.00	_____
I R 250-36220 Rents and Royalties	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 250-36230 Contrib. & Donations-Private	\$2,182.80	\$5,000.00	\$5,000.00	\$0.00	_____
I R 250-38054 Other	\$5,464.23	\$0.00	\$0.00	\$5,150.00	_____
FUND 250 Fire	\$204,972.15	\$213,100.00	\$213,100.00	\$223,490.00	

BALDWIN TOWNSHIP, MN

***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 275 Road and Bridge					
i R 275-31000 General Property Taxes	\$494,545.51	\$500,000.00	\$500,000.00	\$700,000.00	_____
i R 275-31900 Penalties & Int-Delinq Taxes	-\$2,506.24	\$0.00	\$0.00	\$0.00	_____
i R 275-32000 LICENSES AND PERMITS	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-33401 Election Allocation	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-33610 County Grants & Aids for Hwys	\$54,096.95	\$30,000.00	\$30,000.00	\$135,574.00	_____
i R 275-34000 CHARGES FOR SERVICES	\$4,095.85	\$6,000.00	\$6,000.00	\$6,180.00	_____
i R 275-34200 PUBLIC SAFETY	\$6,806.58	\$8,400.00	\$8,400.00	\$8,655.00	_____
i R 275-34300 HIGHWAYS AND STREETS	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-36101 Principal	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-36102 Penalties and Interest	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-36200 MISCELLANEOUS REVENUES	\$4,791.12	\$100.00	\$100.00	\$100.00	_____
i R 275-36210 Interest Earnings	\$14,370.70	\$1,000.00	\$1,000.00	\$1,000.00	_____
i R 275-39100 Sale of Equipment	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-39200 Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	_____
i R 275-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 275 Road and Bridge</i>	<u>\$576,200.47</u>	<u>\$545,500.00</u>	<u>\$545,500.00</u>	<u>\$851,509.00</u>	

*Revenue Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 290 Permits					
I R 290-32210 Building Permits	\$221,058.62	\$0.00	\$0.00	\$0.00	_____
I R 290-34103 Zoning & Subdivision Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 290-34104 Plan Checking Fees	\$83,796.43	\$0.00	\$0.00	\$0.00	_____
I R 290-34130 Building Permit Surcharge Fee	\$7,884.59	\$0.00	\$0.00	\$0.00	_____
I R 290-36210 Interest Earnings	\$2.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 290 Permits</i>	<u>\$312,741.64</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	

BALDWIN TOWNSHIP, MN

*Revenue Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 300 Debt Service Fund					
IR 300-31000 General Property Taxes	\$287,901.60	\$206,551.00	\$206,551.00	\$25,000.00	_____
IR 300-31900 Penalties & Int-Delinq Taxes	-\$1,817.58	\$0.00	\$0.00	\$0.00	_____
IR 300-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 300-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 300-36210 Interest Earnings	\$4,899.52	\$0.00	\$0.00	\$0.00	_____
IR 300-39200 Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 300-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 300 Debt Service Fund</i>	<u>\$290,983.54</u>	<u>\$206,551.00</u>	<u>\$206,551.00</u>	<u>\$25,000.00</u>	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 400 Capital Projects Fund					
R 400-31000 General Property Taxes	\$39,606.66	\$120,000.00	\$120,000.00	\$0.00	_____
R 400-31900 Penalties & Int-Delinq Taxes	-\$248.73	\$0.00	\$0.00	\$0.00	_____
R 400-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 400-33401 Election Allocation	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 400-36200 MISCELLANEOUS REVENUES	\$28,008.00	\$0.00	\$0.00	\$0.00	_____
R 400-36210 Interest Earnings	\$1,274.67	\$0.00	\$0.00	\$0.00	_____
R 400-37000 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 400-39200 Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 400-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 400 Capital Projects Fund</i>	\$68,640.60	\$120,000.00	\$120,000.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 401 Capital Projects - Fire					
R 401-31000 General Property Taxes	\$39,595.32	\$60,000.00	\$60,000.00	\$135,000.00	_____
R 401-31900 Penalties & Int-Delinq Taxes	-\$170.17	\$0.00	\$0.00	\$0.00	_____
R 401-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 401-34202 Fire Protection	\$27,500.00	\$0.00	\$0.00	\$55,000.00	_____
R 401-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 401-36210 Interest Earnings	\$746.23	\$0.00	\$0.00	\$0.00	_____
R 401-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 401 Capital Projects - Fire</i>	<u>\$67,671.38</u>	<u>\$60,000.00</u>	<u>\$60,000.00</u>	<u>\$190,000.00</u>	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 402 Capital Reserve Fund					
!R 402-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
!R 402-36210 Interest Earnings	\$704.56	\$0.00	\$0.00	\$0.00	_____
<i>FUND 402 Capital Reserve Fund</i>	\$704.56	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 403 Apparatus Infrastructure Fire					
R 403-31000 General Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 403-31900 Penalties & Int-Delinq Taxes	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 403-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 403-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 403-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 403-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 403 Apparatus Infrastructure Fire</i>	\$0.00	\$0.00	\$0.00	\$0.00	

*Revenue Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 404 Parks					
R 404-31000 General Property Taxes	\$64,227.85	\$60,000.00	\$60,000.00	\$90,000.00	_____
R 404-31900 Penalties & Int-Delinq Taxes	-\$307.07	\$0.00	\$0.00	\$0.00	_____
R 404-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 404-33401 Election Allocation	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 404-34105 Sale of Maps & Publications	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 404-34700 CULTURE-RECREATION	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 404-36200 MISCELLANEOUS REVENUES	\$15,974.00	\$0.00	\$0.00	\$0.00	_____
R 404-36210 Interest Earnings	\$958.09	\$0.00	\$0.00	\$0.00	_____
R 404-36230 Contrib. & Donations-Private	\$15.00	\$0.00	\$0.00	\$0.00	_____
R 404-45127 Funfest	\$130.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 404 Parks</i>	<u>\$80,997.87</u>	<u>\$60,000.00</u>	<u>\$60,000.00</u>	<u>\$90,000.00</u>	

***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 602 Frontier Trails SSD					
! R 602-31000 General Property Taxes	\$6,344.83	\$0.00	\$0.00	\$0.00	_____
! R 602-31300 General Sales and Use Tax	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-31400 Selective Sales and Use Taxes	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-31800 Other Taxes	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-31900 Penalties & Int-Delinq Taxes	-\$66.90	\$0.00	\$0.00	\$0.00	_____
! R 602-32000 LICENSES AND PERMITS	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-32100 Business Licenses and Permits	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-32200 Non-Business Licenses & Permit	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-33000 INTERGOVERNMENTAL REVEN	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-33100 Federal Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34000 CHARGES FOR SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34102 Recording Fee	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34107 Assessment Searches	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34110 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34199 Insurance	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34500 HEALTH DEPT.	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-34900 OTHER CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-35000 FINES AND FORFEITS	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-35100 Fines	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-35200 Forfeits	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-36100 SPECIAL ASSESSMENTS	\$35,926.18	\$0.00	\$0.00	\$0.00	_____
! R 602-36101 Principal	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-36102 Penalties and Interest	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-36210 Interest Earnings	\$626.26	\$0.00	\$0.00	\$0.00	_____
! R 602-37200 Sewer Charges	\$33,055.00	\$0.00	\$0.00	\$0.00	_____
! R 602-38054 Other	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-39200 Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 602-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	_____
FUND 602 Frontier Trails SSD	\$75,885.37	\$0.00	\$0.00	\$0.00	

***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 800 Developers Account 2023					
IR 800-34000 CHARGES FOR SERVICES	\$10,900.00	\$0.00	\$0.00	\$0.00	_____
IR 800-34103 Zoning & Subdivision Fees	\$800.00	\$0.00	\$0.00	\$0.00	_____
IR 800-34104 Plan Checking Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 800-36205 Preliminary Plat Fees	\$119,093.27	\$0.00	\$0.00	\$0.00	_____
IR 800-36210 Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	_____
IR 800-38054 Other	\$180,062.75	\$0.00	\$0.00	\$0.00	_____
IR 800-49490 Administration and General	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 800 Developers Account 2023</i>	\$310,856.02	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 829 Escrow-Baldwin Estates					
R 829-34000 CHARGES FOR SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 829-34100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 829-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 829 Escrow-Baldwin Estates</i>	\$0.00	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 859 Escrow-North Country Acres					
IR 859-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	
<i>FUND 859 Escrow-North Country Acres</i>	\$0.00	\$0.00	\$0.00	\$0.00	

***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 860 Escrow-Misty Hollow					
I R 860-34000 CHARGES FOR SERVICES	\$5,130.79	\$0.00	\$0.00	\$0.00	_____
I R 860-34100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	_____
I R 860-36205 Preliminary Plat Fees	\$9,871.25	\$0.00	\$0.00	\$0.00	_____
<i>FUND 860 Escrow-Misty Hollow</i>	<u>\$15,002.04</u>	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 861 Escrow-Buck Run					
R 861-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 861-30000 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 861-34000 CHARGES FOR SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 861-34100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 861-36205 Preliminary Plat Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 861 Escrow-Buck Run</i>	\$0.00	\$0.00	\$0.00	\$0.00	_____

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 862 Escrow-Sumser Farms 1st Additi					
! R 862-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 862-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 862-34000 CHARGES FOR SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 862-34100 General Government	\$0.00	\$0.00	\$0.00	\$0.00	_____
! R 862-36205 Preliminary Plat Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 862 Escrow-Sumser Farms 1st Additi</i>	\$0.00	\$0.00	\$0.00	\$0.00	_____

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 863 Inactive					
R 863-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 863-34000 CHARGES FOR SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 863-34103 Zoning & Subdivision Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 863 Inactive</i>	\$0.00	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Revenue Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 864 Inactive					
R 864-25300 Unreserved Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 864-34000 CHARGES FOR SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	_____
R 864-34103 Zoning & Subdivision Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 864 Inactive</i>	\$0.00	\$0.00	\$0.00	\$0.00	
Grand Total	\$2,359,415.93	\$1,741,189.00	\$1,741,189.00	\$1,997,132.00	

BALDWIN TOWNSHIP, MN

*Expenditure Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 100 General Fund					
IE 100-41000-301 Professional Services	\$36,788.75	\$54,000.00	\$54,000.00	\$20,700.00	_____
IE 100-41000-341 Employment Ads	\$970.24	\$364.00	\$364.00	\$378.56	_____
IE 100-41000-351 Legal Notices	\$522.23	\$291.20	\$291.20	\$302.85	_____
IE 100-41000-352 General Notices	\$68.58	\$1,248.00	\$1,248.00	\$1,297.92	_____
IE 100-41000-355 Newsletter	\$18.90	\$520.00	\$520.00	\$540.80	_____
IE 100-41000-433 Dues and Subscriptions	\$2,894.88	\$3,120.00	\$3,120.00	\$3,244.80	_____
IE 100-41000-610 Interest	\$1,185.56	\$0.00	\$0.00	\$0.00	_____
IE 100-41100-100 Wages and Salaries	\$32,375.00	\$31,200.00	\$31,200.00	\$25,000.00	_____
IE 100-41100-121 PERA Contributions	\$1,312.51	\$4,160.00	\$4,160.00	\$1,500.00	_____
IE 100-41100-122 FICA Contributions	\$914.50	\$1,248.00	\$1,248.00	\$1,600.00	_____
IE 100-41100-125 Medicare Contributions	\$457.83	\$1,248.00	\$1,248.00	\$400.00	_____
IE 100-41100-126 Federal Tax Withheld	\$20.95	\$1,248.00	\$1,248.00	\$0.00	_____
IE 100-41100-127 State Tax Withheld	\$0.00	\$832.00	\$832.00	\$0.00	_____
IE 100-41100-150 Workers Compensation	\$0.00	\$520.00	\$520.00	\$540.80	_____
IE 100-41100-311 Continuing Education	\$0.00	\$130.00	\$130.00	\$135.20	_____
IE 100-41100-332 Mileage	\$292.14	\$260.00	\$260.00	\$270.40	_____
IE 100-41120-103 Part-Time Employees	\$0.00	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-110 Other Pay	\$4,058.00	\$2,600.00	\$2,600.00	\$2,704.00	_____
IE 100-41120-121 PERA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-122 FICA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-125 Medicare Contributions	\$0.00	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-126 Federal Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-127 State Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-200 Office Supplies	\$669.84	\$3,000.00	\$3,000.00	\$3,120.00	_____
IE 100-41120-300 Professional Services	\$9,884.32	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-311 Continuing Education	\$0.00	\$520.00	\$520.00	\$540.80	_____
IE 100-41120-322 Postage	\$235.88	\$0.00	\$0.00	\$0.00	_____
IE 100-41120-332 Mileage	\$3.28	\$104.00	\$104.00	\$108.16	_____
IE 100-41120-351 Legal Notices	\$454.53	\$46.80	\$46.80	\$48.67	_____
IE 100-41120-352 General Notices	\$0.00	\$0.00	\$0.00	\$0.00	_____
IE 100-41400-100 Wages and Salaries	\$84,918.30	\$78,000.00	\$78,000.00	\$62,560.00	_____
IE 100-41400-121 PERA Contributions	\$6,168.52	\$15,600.00	\$15,600.00	\$4,700.00	_____
IE 100-41400-122 FICA Contributions	\$5,264.92	\$13,520.00	\$13,520.00	\$3,900.00	_____
IE 100-41400-125 Medicare Contributions	\$1,231.28	\$3,120.00	\$3,120.00	\$1,000.00	_____
IE 100-41400-126 Federal Tax Withheld	\$0.00	\$10,400.00	\$10,400.00	\$0.00	_____
IE 100-41400-127 State Tax Withheld	\$0.00	\$3,640.00	\$3,640.00	\$0.00	_____
IE 100-41400-131 Health	\$2,016.00	\$3,144.96	\$3,144.96	\$4,100.00	_____
IE 100-41400-150 Workers Compensation	\$0.00	\$119.60	\$119.60	\$124.38	_____
IE 100-41400-311 Continuing Education	\$570.00	\$104.00	\$104.00	\$108.16	_____
IE 100-41400-325 Cell Phone	\$580.53	\$540.00	\$540.00	\$561.60	_____
IE 100-41400-332 Mileage	\$404.63	\$156.00	\$156.00	\$162.24	_____
IE 100-41401-100 Wages and Salaries	\$65,571.82	\$52,000.00	\$52,000.00	\$70,800.00	_____
IE 100-41401-121 PERA Contributions	\$4,853.81	\$8,320.00	\$8,320.00	\$5,300.00	_____
IE 100-41401-122 FICA Contributions	\$4,065.44	\$6,240.00	\$6,240.00	\$4,400.00	_____

BALDWIN TOWNSHIP, MN

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*Expenditure Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
IE 100-41401-125 Medicare Contributions	\$950.81	\$1,664.00	\$1,664.00	\$1,000.00	
IE 100-41401-126 Federal Tax Withheld	\$0.00	\$2,080.00	\$2,080.00	\$0.00	
IE 100-41401-127 State Tax Withheld	\$0.00	\$1,144.00	\$1,144.00	\$0.00	
IE 100-41401-131 Health	\$2,016.00	\$3,144.96	\$3,144.96	\$4,100.00	
IE 100-41401-311 Continuing Education	\$278.50	\$104.00	\$104.00	\$108.16	
IE 100-41401-332 Mileage	\$417.92	\$182.00	\$182.00	\$189.28	
IE 100-41410-100 Wages and Salaries	\$917.20	\$26,575.00	\$26,575.00	\$8,000.00	
IE 100-41410-204 Envelopes & Letterhead	\$0.00	\$0.00	\$0.00	\$0.00	
IE 100-41410-208 Other Supplies	\$0.00	\$1,500.00	\$1,500.00	\$0.00	
IE 100-41410-220 Repair & Maint. Supplies	\$243.06	\$700.00	\$700.00	\$728.00	
IE 100-41410-332 Mileage	\$0.00	\$520.00	\$520.00	\$540.80	
IE 100-41410-350 Printing and Binding	\$575.92	\$1,600.00	\$1,600.00	\$500.00	
IE 100-41410-351 Legal Notices	\$0.00	\$416.00	\$416.00	\$432.64	
IE 100-41410-354 Election Notices	\$0.00	\$104.00	\$104.00	\$108.16	
IE 100-41410-413 Office Equipment	\$0.00	\$4,680.00	\$4,680.00	\$4,867.20	
IE 100-41415-100 Wages and Salaries	\$8,423.82	\$4,160.00	\$4,160.00	\$5,820.00	
IE 100-41415-121 PERA Contributions	\$629.76	\$260.00	\$260.00	\$400.00	
IE 100-41415-122 FICA Contributions	\$522.24	\$249.60	\$249.60	\$350.00	
IE 100-41415-125 Medicare Contributions	\$122.15	\$57.20	\$57.20	\$100.00	
IE 100-41550-300 Professional Services	\$25,098.43	\$30,000.00	\$30,000.00	\$35,000.00	
IE 100-41550-440 County Charges	\$25,896.10	\$0.00	\$0.00	\$0.00	
IE 100-41600-304 Legal Fees	\$31,375.00	\$198,000.00	\$198,000.00	\$40,000.00	
IE 100-41620-300 Professional Services	\$1,480.00	\$2,000.00	\$2,000.00	\$2,000.00	
IE 100-41700-200 Office Supplies	\$2,536.50	\$3,120.00	\$3,120.00	\$3,244.80	
IE 100-41700-208 Other Supplies	\$801.80	\$416.00	\$416.00	\$432.64	
IE 100-41700-322 Postage	\$289.08	\$208.00	\$208.00	\$216.32	
IE 100-41700-413 Office Equipment	\$0.00	\$5,720.00	\$5,720.00	\$5,948.80	
IE 100-41800-103 Part-Time Employees	\$0.00	\$64,920.00	\$64,920.00	\$0.00	
IE 100-41800-121 PERA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
IE 100-41800-122 FICA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
IE 100-41800-125 Medicare Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
IE 100-41800-126 Federal Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	
IE 100-41800-127 State Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	
IE 100-41900-308 Bank Charge	\$780.79	\$0.00	\$0.00	\$0.00	
IE 100-41900-430 Miscellaneous	\$641.43	\$0.00	\$0.00	\$0.00	
IE 100-41910-100 Wages and Salaries	\$9,225.00	\$6,240.00	\$6,240.00	\$0.00	
IE 100-41910-300 Professional Services	\$18,661.25	\$30,000.00	\$30,000.00	\$41,200.00	
IE 100-41910-332 Mileage	\$0.00	\$520.00	\$520.00	\$540.80	
IE 100-41910-351 Legal Notices	\$485.46	\$0.00	\$0.00	\$0.00	
IE 100-41940-211 Cleaning Supplies	\$32.84	\$1,040.00	\$1,040.00	\$1,081.60	
IE 100-41940-217 Maintenance	\$3,147.00	\$5,200.00	\$5,200.00	\$5,408.00	
IE 100-41940-220 Repair & Maint. Supplies	\$373.49	\$400.00	\$400.00	\$416.00	
IE 100-41940-302 Architects Fees	\$180,000.00	\$0.00	\$0.00	\$0.00	
IE 100-41940-321 Telephone	\$3,954.57	\$4,680.00	\$4,680.00	\$4,867.20	
IE 100-41940-326 Internet Service	\$2,244.99	\$1,872.00	\$1,872.00	\$1,946.88	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
I E 100-41940-334 Fuel	\$51.34	\$135.20	\$135.20	\$140.61	_____
I E 100-41940-381 Electric Utilities	\$5,024.44	\$5,200.00	\$5,200.00	\$5,408.00	_____
I E 100-41940-383 Gas Utilities	\$4,024.61	\$2,600.00	\$2,600.00	\$2,704.00	_____
I E 100-41940-384 Refuse Disposal	\$550.14	\$468.00	\$468.00	\$486.72	_____
I E 100-41940-413 Office Equipment	\$1,349.65	\$1,040.00	\$1,040.00	\$1,081.60	_____
I E 100-41940-432 Software Support	\$6,747.84	\$2,600.00	\$2,600.00	\$2,704.00	_____
I E 100-41990-308 Bank Charge	\$79.75	\$0.00	\$0.00	\$0.00	_____
I E 100-41990-320 Communication	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-41990-490 Donations	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-41990-540 Heavy Machinery	\$132,726.64	\$0.00	\$0.00	\$0.00	_____
I E 100-41995-211 Cleaning Supplies	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-41995-560 Furniture and Fixtures	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42200-320 Communication	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42205-320 Communication	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42280-210 Operating Supplies	\$502.43	\$0.00	\$0.00	\$0.00	_____
I E 100-42280-223 Building Repair Supplies	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42291-300 Professional Services	\$12,574.25	\$0.00	\$0.00	\$0.00	_____
I E 100-42700-310 Animal Impounding	\$1,000.00	\$1,040.00	\$1,040.00	\$1,081.60	_____
I E 100-42700-332 Mileage	\$125.12	\$0.00	\$0.00	\$0.00	_____
I E 100-42700-437 Gopher	\$936.00	\$1,040.00	\$1,040.00	\$1,081.60	_____
I E 100-42870-124 Fire Pension Contribution	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42870-210 Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42870-218 Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42870-229 Personal Protective Equip	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-42870-550 Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 100-43100-303 Engineering Fees	\$13,065.58	\$2,496.00	\$2,496.00	\$2,595.84	_____
I E 100-43245-384 Refuse Disposal	\$16,097.17	\$14,560.00	\$14,560.00	\$15,142.40	_____
I E 100-45200-530 Improv Other than Bldg	\$0.00	\$0.00	\$0.00	\$10,000.00	_____
I E 100-49240-361 General Liability Insurance	\$3,518.00	\$2,288.00	\$2,288.00	\$2,379.52	_____
I E 100-49240-362 Property Insurance	\$2,237.00	\$6,240.00	\$6,240.00	\$6,489.60	_____
<i>FUND 100 General Fund</i>	\$791,504.24	\$744,748.52	\$744,748.52	\$440,992.11	_____

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 200 Special Revenue Fund					
LE 200-42290-124 Fire Pension Contribution	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	_____
<i>FUND 200 Special Revenue Fund</i>	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 225 Cemetery					
i E 225-41415-100 Wages and Salaries	\$1,846.15	\$1,248.00	\$1,248.00	\$5,820.00	_____
i E 225-41415-121 PERA Contributions	\$138.46	\$124.80	\$124.80	\$400.00	_____
i E 225-41415-122 FICA Contributions	\$114.47	\$114.40	\$114.40	\$350.00	_____
i E 225-41415-125 Medicare Contributions	\$26.80	\$27.04	\$27.04	\$100.00	_____
i E 225-41430-100 Wages and Salaries	\$0.00	\$21.84	\$21.84	\$0.00	_____
i E 225-41430-121 PERA Contributions	\$0.00	\$1.56	\$1.56	\$0.00	_____
i E 225-41430-122 FICA Contributions	\$0.00	\$1.35	\$1.35	\$0.00	_____
i E 225-41430-125 Medicare Contributions	\$0.00	\$0.31	\$0.31	\$0.00	_____
i E 225-41700-200 Office Supplies	\$25.49	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-100 Wages and Salaries	\$900.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-110 Other Pay	\$0.00	\$676.00	\$676.00	\$703.04	_____
i E 225-49010-122 FICA Contributions	\$55.80	\$116.48	\$116.48	\$121.14	_____
i E 225-49010-125 Medicare Contributions	\$13.07	\$27.04	\$27.04	\$28.12	_____
i E 225-49010-126 Federal Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-127 State Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-150 Workers Compensation	\$0.00	\$219.44	\$219.44	\$228.22	_____
i E 225-49010-220 Repair & Maint. Supplies	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-225 Landscaping Materials	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-300 Professional Services	\$985.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-332 Mileage	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-334 Fuel	\$51.35	\$114.40	\$114.40	\$118.98	_____
i E 225-49010-362 Property Insurance	\$51.00	\$45.76	\$45.76	\$47.59	_____
i E 225-49010-401 Buildings	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-411 Snowplowing	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-420 Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 225-49010-431 Bank Service Charge	\$0.00	\$0.00	\$0.00	\$0.00	_____
FUND 225 Cemetery	\$4,207.59	\$2,738.42	\$2,738.42	\$7,917.09	_____

BALDWIN TOWNSHIP, MN

*Expenditure Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 250 Fire					
I E 250-41940-413 Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42000-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42200-100 Wages and Salaries	\$73,038.74	\$78,000.00	\$78,000.00	\$81,120.00	_____
I E 250-42200-122 FICA Contributions	\$4,528.06	\$16,640.00	\$16,640.00	\$17,305.60	_____
I E 250-42200-125 Medicare Contributions	\$1,059.01	\$3,120.00	\$3,120.00	\$3,244.80	_____
I E 250-42200-126 Federal Tax Withheld	\$0.00	\$3,328.00	\$3,328.00	\$0.00	_____
I E 250-42200-127 State Tax Withheld	\$0.00	\$1,040.00	\$1,040.00	\$0.00	_____
I E 250-42200-128 MNDP	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42200-150 Workers Compensation	\$0.00	\$3,120.00	\$3,120.00	\$3,244.80	_____
I E 250-42200-218 Uniforms	\$7,098.68	\$7,280.00	\$7,280.00	\$7,571.20	_____
I E 250-42200-220 Repair & Maint. Supplies	\$160.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42200-304 Legal Fees	\$1,468.75	\$0.00	\$0.00	\$0.00	_____
I E 250-42200-314 Licenses	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42200-321 Telephone	\$2,116.89	\$2,600.00	\$2,600.00	\$2,704.00	_____
I E 250-42200-325 Cell Phone	\$1,027.37	\$520.00	\$520.00	\$540.80	_____
I E 250-42200-326 Internet Service	\$1,341.57	\$1,040.00	\$1,040.00	\$1,081.60	_____
I E 250-42200-334 Fuel	\$12,207.27	\$8,320.00	\$8,320.00	\$8,652.80	_____
I E 250-42200-361 General Liability Insurance	\$3,438.00	\$780.00	\$780.00	\$811.20	_____
I E 250-42200-363 Automotive Insurance	\$6,157.00	\$5,200.00	\$5,200.00	\$5,408.00	_____
I E 250-42200-380 Pool Fill Water	\$1,924.50	\$1,560.00	\$1,560.00	\$1,622.40	_____
I E 250-42200-610 Interest	\$25.09	\$0.00	\$0.00	\$0.00	_____
I E 250-42205-220 Repair & Maint. Supplies	\$5,927.96	\$520.00	\$520.00	\$540.80	_____
I E 250-42205-228 SCBA Maint/Repair	\$2,848.96	\$3,120.00	\$3,120.00	\$3,244.80	_____
I E 250-42205-229 Personal Protective Equip	\$2,148.61	\$6,240.00	\$6,240.00	\$6,489.60	_____
I E 250-42205-240 Small Tools & Minor Equip	\$4,945.37	\$10,400.00	\$10,400.00	\$10,816.00	_____
I E 250-42210-100 Wages and Salaries	\$16,400.00	\$20,800.00	\$20,800.00	\$21,632.00	_____
I E 250-42210-122 FICA Contributions	\$1,016.80	\$1,248.00	\$1,248.00	\$1,297.92	_____
I E 250-42210-125 Medicare Contributions	\$237.84	\$312.00	\$312.00	\$324.48	_____
I E 250-42210-126 Federal Tax Withheld	\$0.00	\$2,080.00	\$2,080.00	\$0.00	_____
I E 250-42210-127 State Tax Withheld	\$0.00	\$936.00	\$936.00	\$0.00	_____
I E 250-42210-200 Office Supplies	\$325.10	\$936.00	\$936.00	\$973.44	_____
I E 250-42210-306 Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42210-307 Pre-Employment	\$0.00	\$2,288.00	\$2,288.00	\$2,379.52	_____
I E 250-42210-322 Postage	\$0.00	\$20.80	\$20.80	\$21.63	_____
I E 250-42210-430 Miscellaneous	\$179.41	\$0.00	\$0.00	\$0.00	_____
I E 250-42210-433 Dues and Subscriptions	\$575.00	\$832.00	\$832.00	\$865.28	_____
I E 250-42211-209 Public Education Supplies	\$2,183.75	\$3,640.00	\$3,640.00	\$3,785.60	_____
I E 250-42215-100 Wages and Salaries	\$345.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42215-122 FICA Contributions	\$21.39	\$0.00	\$0.00	\$0.00	_____
I E 250-42215-125 Medicare Contributions	\$5.01	\$0.00	\$0.00	\$0.00	_____
I E 250-42220-140 Unemployment Compensatio	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42220-361 General Liability Insurance	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 250-42240-100 Wages and Salaries	\$160.00	\$1,664.00	\$1,664.00	\$1,730.56	_____
I E 250-42240-122 FICA Contributions	\$9.92	\$104.00	\$104.00	\$108.16	_____

BALDWIN TOWNSHIP, MN

*Expenditure Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
I E 250-42240-125 Medicare Contributions	\$2.32	\$23.92	\$23.92	\$24.88	
I E 250-42240-200 Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42240-311 Continuing Education	\$9,151.11	\$15,600.00	\$15,600.00	\$16,224.00	
I E 250-42240-312 Certification Renewal	\$157.50	\$260.00	\$260.00	\$270.40	
I E 250-42240-317 EMT Renewal	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42240-332 Mileage	\$0.00	\$520.00	\$520.00	\$540.80	
I E 250-42250-320 Communication	\$8,565.50	\$10,400.00	\$10,400.00	\$10,816.00	
I E 250-42260-100 Wages and Salaries	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42260-122 FICA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42260-125 Medicare Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42260-335 Repair & Maintenance Vehicl	\$11,725.84	\$15,600.00	\$15,600.00	\$16,224.00	
I E 250-42270-210 Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42270-220 Repair & Maint. Supplies	\$22.98	\$1,560.00	\$1,560.00	\$1,622.40	
I E 250-42270-315 Fit Testing	\$1,220.00	\$1,560.00	\$1,560.00	\$1,622.40	
I E 250-42270-316 SCBA User Physical	\$1,335.00	\$1,040.00	\$1,040.00	\$1,081.60	
I E 250-42280-100 Wages and Salaries	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42280-121 PERA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42280-122 FICA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42280-125 Medicare Contributions	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42280-210 Operating Supplies	\$3,074.00	\$104.00	\$104.00	\$108.16	
I E 250-42280-211 Cleaning Supplies	\$0.00	\$260.00	\$260.00	\$270.40	
I E 250-42280-220 Repair & Maint. Supplies	\$256.53	\$124.80	\$124.80	\$129.79	
I E 250-42280-321 Telephone	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42280-326 Internet Service	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42280-362 Property Insurance	\$1,768.00	\$2,600.00	\$2,600.00	\$2,704.00	
I E 250-42280-381 Electric Utilities	\$2,300.37	\$2,600.00	\$2,600.00	\$2,704.00	
I E 250-42280-383 Gas Utilities	\$2,827.31	\$2,600.00	\$2,600.00	\$2,704.00	
I E 250-42280-384 Refuse Disposal	\$470.98	\$520.00	\$520.00	\$540.80	
I E 250-42280-413 Office Equipment	\$710.67	\$0.00	\$0.00	\$0.00	
I E 250-42291-110 Other Pay	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-42291-313 Resources	\$3,541.00	\$2,080.00	\$2,080.00	\$2,163.20	
I E 250-49240-362 Property Insurance	\$0.00	\$0.00	\$0.00	\$0.00	
I E 250-49380-434 Awards	\$0.00	\$0.00	\$0.00	\$0.00	
FUND 250 Fire	\$200,050.16	\$245,141.52	\$245,141.52	\$247,267.82	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 275 Road and Bridge					
i E 275-41000-610 Interest	\$12.36	\$0.00	\$0.00	\$0.00	_____
i E 275-41415-100 Wages and Salaries	\$71,946.71	\$93,600.00	\$93,600.00	\$53,500.00	_____
i E 275-41415-121 PERA Contributions	\$5,186.87	\$18,720.00	\$18,720.00	\$4,000.00	_____
i E 275-41415-122 FICA Contributions	\$4,460.71	\$19,760.00	\$19,760.00	\$3,300.00	_____
i E 275-41415-125 Medicare Contributions	\$1,043.23	\$6,240.00	\$6,240.00	\$800.00	_____
i E 275-41415-126 Federal Tax Withheld	\$0.00	\$12,480.00	\$12,480.00	\$0.00	_____
i E 275-41415-127 State Tax Withheld	\$0.00	\$6,032.00	\$6,032.00	\$0.00	_____
i E 275-41415-131 Health	\$4,536.00	\$6,448.00	\$6,448.00	\$4,200.00	_____
i E 275-41415-140 Unemployment Compensatio	\$3.02	\$0.00	\$0.00	\$0.00	_____
i E 275-41415-150 Workers Compensation	\$0.00	\$4,160.00	\$4,160.00	\$4,326.40	_____
i E 275-41415-173 Child Support	\$10,522.20	\$9,880.00	\$9,880.00	\$10,275.20	_____
i E 275-41415-311 Continuing Education	\$100.00	\$208.00	\$208.00	\$216.32	_____
i E 275-41415-319 Medical - Personnel	\$0.00	\$208.00	\$208.00	\$216.32	_____
i E 275-41415-325 Cell Phone	\$1,072.10	\$1,248.00	\$1,248.00	\$1,297.92	_____
i E 275-41415-332 Mileage	\$262.39	\$57.20	\$57.20	\$59.49	_____
i E 275-41415-430 Miscellaneous	\$297.50	\$0.00	\$0.00	\$0.00	_____
i E 275-41430-100 Wages and Salaries	\$22,403.39	\$22,880.00	\$22,880.00	\$21,400.00	_____
i E 275-41430-121 PERA Contributions	\$737.33	\$520.00	\$520.00	\$1,600.00	_____
i E 275-41430-122 FICA Contributions	\$1,388.99	\$644.80	\$644.80	\$1,350.00	_____
i E 275-41430-125 Medicare Contributions	\$324.83	\$156.00	\$156.00	\$300.00	_____
i E 275-41430-173 Child Support	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 275-41430-319 Medical - Personnel	\$245.00	\$312.00	\$312.00	\$1,700.00	_____
i E 275-41600-300 Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 275-43000-127 State Tax Withheld	\$1,377.08	\$1,040.00	\$1,040.00	\$0.00	_____
i E 275-43000-210 Operating Supplies	\$3,073.75	\$1,456.00	\$1,456.00	\$1,514.24	_____
i E 275-43000-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 275-43000-314 Licenses	\$54.14	\$0.00	\$0.00	\$0.00	_____
i E 275-43000-406 Road Repair/Culverts	\$25,482.00	\$0.00	\$0.00	\$0.00	_____
i E 275-43100-224 Street Maintenance Materi	\$19,053.59	\$5,200.00	\$5,200.00	\$5,408.00	_____
i E 275-43100-229 Personal Protective Equip	\$33.98	\$1,040.00	\$1,040.00	\$1,081.60	_____
i E 275-43100-303 Engineering Fees	\$123,910.23	\$104,000.00	\$104,000.00	\$108,160.00	_____
i E 275-43100-384 Refuse Disposal	\$75.00	\$0.00	\$0.00	\$0.00	_____
i E 275-43100-405 Road Repair	\$44,563.06	\$0.00	\$0.00	\$0.00	_____
i E 275-43100-407 Road Signs	\$24,412.33	\$6,240.00	\$6,240.00	\$6,489.60	_____
i E 275-43100-408 Tree Trimming & Chipping	\$25,579.95	\$5,200.00	\$5,200.00	\$5,408.00	_____
i E 275-43100-440 County Charges	\$726.62	\$26.00	\$26.00	\$27.04	_____
i E 275-43100-810 Refunds & Reimbursements	\$600.00	\$208.00	\$208.00	\$216.32	_____
i E 275-43122-400 Repair/Maint-Contractual	\$217.50	\$6,240.00	\$6,240.00	\$6,489.60	_____
i E 275-43126-210 Operating Supplies	\$0.00	\$208.00	\$208.00	\$216.32	_____
i E 275-43126-215 Shop Materials	\$634.83	\$364.00	\$364.00	\$378.56	_____
i E 275-43126-220 Repair & Maint. Supplies	\$50,785.90	\$10,400.00	\$10,400.00	\$10,816.00	_____
i E 275-43126-221 Equipment Parts	\$21,996.49	\$10,400.00	\$10,400.00	\$10,816.00	_____
i E 275-43126-222 Tires	\$2,412.00	\$2,600.00	\$2,600.00	\$2,704.00	_____
i E 275-43126-240 Small Tools & Minor Equip	\$1,206.96	\$1,040.00	\$1,040.00	\$1,081.60	_____

BALDWIN TOWNSHIP, MN

*Expenditure Budget Worksheet

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
i E 275-43126-259 Mailbox Posts	\$819.00	\$728.00	\$728.00	\$757.12	_____
i E 275-43126-334 Fuel	\$17,344.15	\$15,600.00	\$15,600.00	\$17,424.00	_____
i E 275-43126-404 Machinery & Equipment	\$98,059.75	\$1,560.00	\$1,560.00	\$1,622.40	_____
i E 275-43127-230 Sand	\$8,638.50	\$8,320.00	\$8,320.00	\$8,652.80	_____
i E 275-43127-231 Salt	\$4,998.54	\$9,360.00	\$9,360.00	\$11,734.40	_____
i E 275-43127-412 Salt and Sand	\$4,981.90	\$0.00	\$0.00	\$0.00	_____
i E 275-47000-600 Principal	\$0.00	\$0.00	\$0.00	\$149,920.00	_____
i E 275-47000-610 Interest	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 275-49240-362 Property Insurance	\$0.00	\$0.00	\$0.00	\$0.00	_____
i E 275-49240-363 Automotive Insurance	\$4,374.00	\$4,160.00	\$4,160.00	\$4,326.40	_____
i E 275-49360-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	_____
FUND 275 Road and Bridge	\$609,953.88	\$398,944.00	\$398,944.00	\$463,785.65	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 290 Permits					
E 290-34130-430 Miscellaneous	\$11,683.78	\$0.00	\$0.00	\$0.00	_____
E 290-41910-300 Professional Services	\$3,300.00	\$0.00	\$0.00	\$0.00	_____
E 290-49000-300 Professional Services	\$246,239.39	\$0.00	\$0.00	\$0.00	_____
<i>FUND 290 Permits</i>	\$261,223.17	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 300 Debt Service Fund					
E 300-47000-600 Principal	\$194,270.50	\$189,089.00	\$189,089.00	\$189,089.00	_____
E 300-47000-610 Interest	\$15,248.85	\$19,854.00	\$19,854.00	\$12,618.00	_____
E 300-47000-620 Fiscal Agents Fees	\$0.00	\$0.00	\$0.00	\$350.00	_____
<i>FUND 300 Debt Service Fund</i>	\$209,519.35	\$208,943.00	\$208,943.00	\$202,057.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 400 Capital Projects Fund					
I E 400-41940-401 Buildings	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 400-42280-223 Building Repair Supplies	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 400-42280-520 Buildings & Structures	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 400-43000-221 Equipment Parts	\$0.00	\$0.00	\$0.00	\$0.00	_____
I E 400-43126-240 Small Tools & Minor Equip	\$10,256.06	\$0.00	\$0.00	\$0.00	_____
I E 400-43126-550 Motor Vehicles	\$56,769.50	\$60,000.00	\$60,000.00	\$0.00	_____
<i>FUND 400 Capital Projects Fund</i>	\$67,025.56	\$60,000.00	\$60,000.00	\$0.00	_____

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 401 Capital Projects - Fire					
E 401-42200-404 Machinery & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 401-42200-550 Motor Vehicles	\$0.00	\$60,000.00	\$60,000.00	\$0.00	_____
E 401-42200-600 Principal	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 401-42200-610 Interest	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 401-42280-401 Buildings	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 401 Capital Projects - Fire</i>	\$0.00	\$60,000.00	\$60,000.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 402 Capital Reserve Fund					
! E 402-41000-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 402-41990-300 Professional Services	\$15,347.00	\$0.00	\$0.00	\$0.00	_____
! E 402-49000-720 Operating Transfers	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 402 Capital Reserve Fund</i>	\$15,347.00	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 403 Apparatus Infrastructure Fire					
E 403-42200-404 Machinery & Equipment	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 403-42200-550 Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 403-42200-600 Principal	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 403-42200-610 Interest	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 403-42280-401 Buildings	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 403 Apparatus Infrastructure Fire</i>	\$0.00	\$0.00	\$0.00	\$0.00	_____

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 404 Parks					
! E 404-41415-100 Wages and Salaries	\$10,650.66	\$19,760.00	\$19,760.00	\$11,500.00	_____
! E 404-41415-121 PERA Contributions	\$747.40	\$1,102.40	\$1,102.40	\$800.00	_____
! E 404-41415-122 FICA Contributions	\$648.46	\$1,040.00	\$1,040.00	\$700.00	_____
! E 404-41415-125 Medicare Contributions	\$151.67	\$244.40	\$244.40	\$200.00	_____
! E 404-41415-150 Workers Compensation	\$0.00	\$748.80	\$748.80	\$800.00	_____
! E 404-41430-100 Wages and Salaries	\$0.00	\$31.20	\$31.20	\$0.00	_____
! E 404-41430-121 PERA Contributions	\$0.00	\$2.08	\$2.08	\$0.00	_____
! E 404-41430-122 FICA Contributions	\$0.00	\$2.08	\$2.08	\$0.00	_____
! E 404-41430-125 Medicare Contributions	\$0.00	\$1.04	\$1.04	\$0.00	_____
! E 404-45000-450 Funfest	\$1,435.17	\$1,560.00	\$1,560.00	\$1,622.40	_____
! E 404-45200-100 Wages and Salaries	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 404-45200-110 Other Pay	\$1,300.00	\$686.40	\$686.40	\$713.86	_____
! E 404-45200-121 PERA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 404-45200-122 FICA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 404-45200-125 Medicare Contributions	\$0.00	\$16.64	\$16.64	\$17.31	_____
! E 404-45200-225 Landscaping Materials	\$4,484.23	\$20,124.00	\$20,124.00	\$20,928.96	_____
! E 404-45200-226 Sign Repair Materials	\$0.00	\$520.00	\$520.00	\$540.80	_____
! E 404-45200-303 Engineering Fees	\$3,185.00	\$1,040.00	\$1,040.00	\$1,081.60	_____
! E 404-45200-334 Fuel	\$51.35	\$1,560.00	\$1,560.00	\$1,622.40	_____
! E 404-45200-362 Property Insurance	\$496.00	\$520.00	\$520.00	\$540.80	_____
! E 404-45200-381 Electric Utilities	\$705.57	\$780.00	\$780.00	\$811.20	_____
! E 404-45200-401 Buildings	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 404-45200-408 Tree Trimming & Chipping	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 404-45200-430 Miscellaneous	\$33.99	\$0.00	\$0.00	\$0.00	_____
! E 404-45200-530 Improv Other than Bldg	\$5,007.83	\$12,530.96	\$12,530.96	\$13,032.20	_____
FUND 404 Parks	\$28,897.33	\$62,270.00	\$62,270.00	\$54,911.53	_____

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 602 Frontier Trails SSD					
! E 602-41000-314 Licenses	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 602-41400-100 Wages and Salaries	\$0.00	\$312.00	\$312.00	\$1,300.00	_____
! E 602-41400-121 PERA Contributions	\$0.00	\$20.80	\$20.80	\$100.00	_____
! E 602-41400-122 FICA Contributions	\$0.00	\$20.80	\$20.80	\$100.00	_____
! E 602-41400-125 Medicare Contributions	\$0.00	\$5.20	\$5.20	\$50.00	_____
! E 602-41400-126 Federal Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 602-41401-100 Wages and Salaries	\$194.88	\$364.00	\$364.00	\$1,700.00	_____
! E 602-41401-121 PERA Contributions	\$14.62	\$20.80	\$20.80	\$100.00	_____
! E 602-41401-122 FICA Contributions	\$12.08	\$20.80	\$20.80	\$100.00	_____
! E 602-41401-125 Medicare Contributions	\$2.82	\$5.20	\$5.20	\$50.00	_____
! E 602-41415-100 Wages and Salaries	\$9,955.44	\$0.00	\$0.00	\$11,500.00	_____
! E 602-41415-121 PERA Contributions	\$718.86	\$0.00	\$0.00	\$800.00	_____
! E 602-41415-122 FICA Contributions	\$617.23	\$0.00	\$0.00	\$600.00	_____
! E 602-41415-125 Medicare Contributions	\$144.38	\$0.00	\$0.00	\$200.00	_____
! E 602-41415-311 Continuing Education	\$440.00	\$0.00	\$0.00	\$0.00	_____
! E 602-41700-202 Copying Supplies	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 602-41700-322 Postage	\$396.52	\$249.60	\$249.60	\$259.58	_____
! E 602-41900-208 Other Supplies	\$11,475.76	\$0.00	\$0.00	\$953.68	_____
! E 602-41900-432 Software Support	\$0.00	\$832.00	\$832.00	\$865.28	_____
! E 602-43252-362 Property Insurance	\$695.00	\$624.00	\$624.00	\$648.96	_____
! E 602-43252-381 Electric Utilities	\$4,339.82	\$5,200.00	\$5,200.00	\$5,408.00	_____
! E 602-47000-600 Principal	\$54,729.50	\$50,911.00	\$50,911.00	\$50,911.00	_____
! E 602-47000-610 Interest	\$6,662.49	\$5,345.00	\$5,345.00	\$7,397.00	_____
! E 602-49480-530 Improv Other than Bldg	\$2,822.82	\$0.00	\$0.00	\$0.00	_____
! E 602-49490-300 Professional Services	\$25,372.20	\$0.00	\$0.00	\$36,000.00	_____
! E 602-49490-303 Engineering Fees	\$1,495.00	\$0.00	\$0.00	\$1,000.00	_____
! E 602-49490-304 Legal Fees	\$506.25	\$0.00	\$0.00	\$200.00	_____
! E 602-49490-332 Mileage	\$186.02	\$0.00	\$0.00	\$0.00	_____
! E 602-49490-351 Legal Notices	\$0.00	\$0.00	\$0.00	\$0.00	_____
FUND 602 Frontier Trails SSD	\$120,781.69	\$63,931.20	\$63,931.20	\$120,243.50	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 800 Developers Account 2023					
I E 800-34102-356 County Fees	\$552.00	\$0.00	\$0.00	\$0.00	_____
I E 800-41120-351 Legal Notices	\$1,253.93	\$0.00	\$0.00	\$0.00	_____
I E 800-41600-304 Legal Fees	\$3,281.25	\$17,000.00	\$17,000.00	\$17,000.00	_____
I E 800-41910-300 Professional Services	\$24,574.32	\$0.00	\$0.00	\$0.00	_____
I E 800-43100-303 Engineering Fees	\$26,343.21	\$0.00	\$0.00	\$0.00	_____
I E 800-43100-407 Road Signs	\$1,458.28	\$0.00	\$0.00	\$0.00	_____
I E 800-43100-810 Refunds & Reimbursements	\$84,263.82	\$0.00	\$0.00	\$0.00	_____
I E 800-49000-431 Bank Service Charge	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 800 Developers Account 2023</i>	<u>\$141,726.81</u>	<u>\$17,000.00</u>	<u>\$17,000.00</u>	<u>\$17,000.00</u>	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 829 Escrow-Baldwin Estates					
E 829-43000-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 829 Escrow-Baldwin Estates</i>	\$0.00	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 859 Escrow-North Country Acres					
E 859-40000-100 Wages and Salaries	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 859-41000-100 Wages and Salaries	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 859 Escrow-North Country Acres</i>	\$0.00	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 860 Escrow-Misty Hollow					
E 860-41600-304 Legal Fees	\$1,631.25	\$0.00	\$0.00	\$0.00	_____
E 860-43000-303 Engineering Fees	\$620.00	\$0.00	\$0.00	\$0.00	_____
E 860-43100-303 Engineering Fees	\$6,205.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 860 Escrow-Misty Hollow</i>	\$8,456.25	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 861 Escrow-Buck Run					
E 861-41000-356 County Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 861-41000-440 County Charges	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 861-41600-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 861-43100-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 861-43100-810 Refunds & Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 861 Escrow-Buck Run</i>	\$0.00	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**

Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 862 Escrow-Sumser Farms 1st Additi					
! E 862-41000-356 County Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 862-41000-440 County Charges	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 862-41600-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
! E 862-43100-303 Engineering Fees	\$540.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 862 Escrow-Sumser Farms 1st Additi</i>	\$540.00	\$0.00	\$0.00	\$0.00	

BALDWIN TOWNSHIP, MN
***Expenditure Budget Worksheet**


Current Period: February 2024

Account	2023 Amt	2024 Adopted	2024 Budget	2025 Budget	UnderLine
FUND 863 Inactive					
E 863-41600-304 Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 863-41910-300 Professional Services	\$195.00	\$0.00	\$0.00	\$0.00	_____
E 863-43100-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	_____
E 863-49360-863 Transfer Out	-\$195.00	\$0.00	\$0.00	\$0.00	_____
<i>FUND 863 Inactive</i>	\$0.00	\$0.00	\$0.00	\$0.00	
Grand Total	\$2,459,233.03	\$1,878,716.66	\$1,878,716.66	\$1,569,174.70	

Baldwin Township, Minnesota

Audited Financial Statements

December 31, 2022



**SCHLENNER
WENNER & CO.**
CPAs

**BALDWIN TOWNSHIP, MINNESOTA
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**INTRODUCTORY
SECTION**

**BALDWIN TOWNSHIP, MINNESOTA
TOWN BOARD AND ADMINISTRATION
FOR THE YEAR ENDED DECEMBER 31, 2022**

BOARD OF SUPERVISORS

		<u>Term Expires</u>
Jay Swanson	Chairman	March 2024
Tom Rush	Vice Chairman	March 2025
Scott Case	Supervisor	March 2025
Jeff Holm	Supervisor	March 2024
Bryan Lawrence	Supervisor	March 2026

ADMINISTRATION

Cathy Stevens	Clerk/Treasurer	Appointed
Marlene Nelson	Deputy Clerk/Treasurer	Appointed

**FINANCIAL
SECTION**

INDEPENDENT AUDITOR'S REPORT

Board of Supervisors
Baldwin Township
Princeton, Minnesota

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Baldwin Township, Minnesota (the Township) as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Summary of Opinions

<u>Opinion Unit</u>	<u>Type of Opinion</u>
Governmental Activities	Qualified
Business-Type Activities	Qualified
General Fund	Unmodified
Road & Bridge Fund	Unmodified
Fire Fund	Unmodified
Building Permits Fund	Unmodified
Debt Service Fund	Unmodified
Sewer Fund	Qualified
Aggregate Remaining Fund Information	Unmodified

Unmodified Opinions

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of each major fund, other than the Sewer Fund, and the aggregate remaining fund information of Baldwin Township, Minnesota as of December 31, 2022, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Qualified Opinions

In our opinion, except for the effects of the matters described in the "Basis for Qualified Opinions on Governmental Activities, Business-Type Activities and Sewer Fund" section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the governmental activities, business-type activities and Sewer Fund of Baldwin Township, Minnesota, as of December 31, 2022, and the respective changes in financial position and, where applicable, cash flows thereof 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 (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (GAS) 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 Township 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.

Basis for Qualified Opinions on Governmental Activities, Business-Type Activities and Sewer Fund

Management has not recorded capital assets in governmental activities, business-type activities and the Sewer Fund and, accordingly, has not recorded depreciation expense on those assets. Accounting principles generally accepted in the United States of America require that capital assets be capitalized and depreciated, which would increase the assets, net position and expenses of the governmental activities, business-type activities and Sewer Fund. The amount by which this departure would affect the assets, net position and expenses of the governmental activities, business-type activities and Sewer Fund has not been determined.

Management has elected not to adopt Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions*, and Governmental Accounting Standards Board Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*, and, accordingly, has not recorded a net pension asset/liability, or related balances and activity. Accounting principles generally accepted in the United States of America require that these balances and activity be recorded in the government-wide Statement of Net Position and Statement of Activities. The amount by which this departure would affect the assets/liabilities, net position and expenses of the governmental activities has not been determined.

Emphasis of Matter

As discussed in Note 4.D. to the financial statements, the 2021 financial statements have been restated to correct a misstatement. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

The Township’s management is responsible for the preparation and fair presentation of the 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 Township’s ability to continue as a going concern for twelve months beyond the financial statement 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 GAAS 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 judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, 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 Township'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 Township'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.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedules, as shown 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 Governmental Accounting Standards Board, 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 required supplementary information 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.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, 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. Our opinions on the basic financial statements are not affected by this missing information.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The introductory section and supplementary information, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining nonmajor governmental funds financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such 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 combining nonmajor governmental funds financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section and schedule of indebtedness have 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 them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 29, 2023 on our consideration of Baldwin Township's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and 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 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 Baldwin Township's internal control over financial reporting and compliance.

A handwritten signature in cursive script that reads "Schlenner Wenner & Co.".

SCHLENNER WENNER & CO.

St. Cloud, Minnesota

June 29, 2023

BASIC FINANCIAL STATEMENTS

BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF NET POSITION
DECEMBER 31, 2022

	Governmental Activities	Business-Type Activities	Total
ASSETS			
Cash and Cash Equivalents	\$ 2,725,134	\$ 81,343	\$ 2,806,477
Property Taxes Receivable	52,999	-	52,999
Assessments Receivable	-	107,741	107,741
Accounts Receivable	11,758	6,265	18,023
Prepays	2,113	74	2,187
TOTAL ASSETS	2,792,004	195,423	2,987,427
LIABILITIES			
Accounts Payable	53,815	5,445	59,260
Salaries Payable	50,133	-	50,133
Accrued Interest Payable	5,583	1,503	7,086
Noncurrent Liabilities:			
Amount Due Within One Year	189,089	50,911	240,000
Amount Due After One Year	714,018	189,610	903,628
TOTAL LIABILITIES	1,012,638	247,469	1,260,107
NET POSITION			
Restricted	453,318	-	453,318
Unrestricted	1,326,048	(52,046)	1,274,002
TOTAL NET POSITION	\$ 1,779,366	\$ (52,046)	\$ 1,727,320

**BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2022**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Governmental Activities:							
General Government	\$ 507,669	\$ 227,839	\$ -	\$ -	\$ (279,830)	\$ -	\$ (279,830)
Public Safety	194,549	9,470	403,627	-	218,548	-	218,548
Public Works	252,736	12,736	75,820	-	(164,180)	-	(164,180)
Parks and Recreation	572,675	-	-	-	(572,675)	-	(572,675)
Cemetery	3,406	3,900	-	-	494	-	494
Debt Service	22,645	-	-	-	(22,645)	-	(22,645)
Total Governmental Activities	1,553,680	253,945	479,447	-	(820,288)	-	(820,288)
Business-Type Activities:							
Sewer	64,200	35,601	-	6,345	-	(22,254)	(22,254)
TOTALS	\$ 1,617,880	\$ 289,546	\$ 479,447	\$ 6,345	(820,288)	(22,254)	(842,542)
General Revenues:							
Property Taxes					1,362,916	-	1,362,916
Franchise Taxes					18,967	-	18,967
Intergovernmental					15,065	-	15,065
Investment Income					7,197	373	7,570
Gain on Sale of Assets					14,609	-	14,609
Miscellaneous					22,599	1,485	24,084
Total General Revenues					1,441,353	1,858	1,443,211
CHANGE IN NET POSITION					621,065	(20,396)	600,669

BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF ACTIVITIES (Continued)
FOR THE YEAR ENDED DECEMBER 31, 2022

NET POSITION - BEGINNING OF YEAR (As Previously Reported)	\$	1,144,820	\$	(31,650)	\$	1,113,170
PRIOR PERIOD ADJUSTMENT (See Note 4.D.)		<u>13,481</u>		<u>-</u>		<u>13,481</u>
NET POSITION - BEGINNING OF YEAR (As Restated)		<u>1,158,301</u>		<u>(31,650)</u>		<u>1,126,651</u>
NET POSITION - END OF YEAR	\$	<u>1,779,366</u>	\$	<u>(52,046)</u>	\$	<u>1,727,320</u>

**BALDWIN TOWNSHIP, MINNESOTA
BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2022**

	General Fund	Road and Bridge Fund	Fire Fund	Building Permits Fund	Debt Service Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS							
Cash and Cash Equivalents	\$ 846,340	\$ 934,015	\$ 195,738	\$ 71,178	\$ 446,533	\$ 231,330	\$ 2,725,134
Property Taxes Receivable	9,891	18,518	6,855	-	12,368	5,367	52,999
Accounts Receivable	10,930	303	400	125	-	-	11,758
Prepays	<u>870</u>	<u>371</u>	<u>813</u>	<u>-</u>	<u>-</u>	<u>59</u>	<u>2,113</u>
TOTAL ASSETS	<u>\$ 868,031</u>	<u>\$ 953,207</u>	<u>\$ 203,806</u>	<u>\$ 71,303</u>	<u>\$ 458,901</u>	<u>\$ 236,756</u>	<u>\$ 2,792,004</u>
LIABILITIES							
Accounts Payable	\$ 13,611	\$ 15,571	\$ 3,487	\$ 20,826	\$ -	\$ 320	\$ 53,815
Salaries Payable	<u>5,463</u>	<u>4,090</u>	<u>40,580</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,133</u>
Total Liabilities	19,074	19,661	44,067	20,826	-	320	103,948
DEFERRED INFLOWS OF RESOURCES							
Unavailable Revenue:							
Property Taxes	3,440	6,677	2,376	-	4,427	1,879	18,799
FUND BALANCES							
Nonspendable	870	371	813	-	-	59	2,113
Restricted	-	-	-	-	454,474	-	454,474
Assigned	350,211	926,498	156,550	50,477	-	234,498	1,718,234
Unassigned	<u>494,436</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>494,436</u>
Total Fund Balances	<u>845,517</u>	<u>926,869</u>	<u>157,363</u>	<u>50,477</u>	<u>454,474</u>	<u>234,557</u>	<u>2,669,257</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	<u>\$ 868,031</u>	<u>\$ 953,207</u>	<u>\$ 203,806</u>	<u>\$ 71,303</u>	<u>\$ 458,901</u>	<u>\$ 236,756</u>	<u>\$ 2,792,004</u>

See accompanying notes.

**BALDWIN TOWNSHIP, MINNESOTA
RECONCILIATION OF THE BALANCE SHEET – GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
DECEMBER 31, 2022**

Total Fund Balances - Governmental Funds	\$	2,669,257
Amounts reported for governmental activities in the Statement of Net Position are different because:		
<p>Long-term liabilities are not due and payable in the current period and, therefore, are not reported as liabilities in the governmental funds:</p>		
Debt Principal Payable	\$	(893,317)
Compensated Absences Payable		<u>(9,790)</u>
		(903,107)
<p>Interest payable on long-term debt does not require current financial resources and, therefore, is not reported as a liability in the governmental funds Balance Sheet:</p>		
		(5,583)
<p>Other long-term assets are not available to pay for current-period expenditures and, therefore, are reported as unavailable in the governmental funds:</p>		
Property Taxes		<u>18,799</u>
TOTAL NET POSITION OF GOVERNMENTAL ACTIVITIES	\$	<u>1,779,366</u>

BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2022

	General Fund	Road and Bridge Fund	Fire Fund	Building Permits Fund	Debt Service Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUES							
Property Taxes	\$ 251,595	\$ 472,656	\$ 179,046	\$ -	\$ 317,268	\$ 139,325	\$ 1,359,890
Franchise Taxes	18,967	-	-	-	-	-	18,967
Licenses, Permits, and Fees	-	-	-	201,567	-	-	201,567
Intergovernmental	416,459	75,820	2,233	-	-	-	494,512
Charges for Services	26,272	2,876	9,470	-	-	3,900	42,518
Fines	-	9,860	-	-	-	-	9,860
Investment Income	2,812	2,139	514	38	1,208	486	7,197
Miscellaneous	900	835	8,663	-	6	26,804	37,208
TOTAL REVENUES	717,005	564,186	199,926	201,605	318,482	170,515	2,171,719
EXPENDITURES							
Current:							
General Government	359,610	-	164	151,128	-	-	510,902
Public Safety	1,626	-	192,923	-	-	-	194,549
Public Works	10,423	239,841	-	-	-	-	250,264
Parks and Recreation	7,911	-	-	-	-	57,583	65,494
Cemetery	-	-	-	-	-	3,406	3,406
Capital Outlay	452,576	-	-	-	-	54,605	507,181
Debt Service:							
Principal	-	-	-	-	261,217	-	261,217
Interest and Other Charges	-	-	-	-	31,468	-	31,468
TOTAL EXPENDITURES	832,146	239,841	193,087	151,128	292,685	115,594	1,824,481
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(115,141)	324,345	6,839	50,477	25,797	54,921	347,238
OTHER FINANCING SOURCES (USES)							
Transfers In	-	-	-	-	-	13,728	13,728
Transfers Out	-	(13,728)	-	-	-	-	(13,728)
TOTAL OTHER FINANCING SOURCES (USES)	-	(13,728)	-	-	-	13,728	-

BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS (Continued)
FOR THE YEAR ENDED DECEMBER 31, 2022

	General Fund	Road and Bridge Fund	Fire Fund	Building Permits Fund	Debt Service Fund	Nonmajor Governmental Funds	Total Governmental Funds
NET CHANGE IN FUND BALANCES	\$ (115,141)	\$ 310,617	\$ 6,839	\$ 50,477	\$ 25,797	\$ 68,649	\$ 347,238
FUND BALANCES - BEGINNING (As Previously Reported)	960,658	609,138	144,157	-	428,677	165,908	2,308,538
PRIOR PERIOD ADJUSTMENT (See Note 4.D.)	-	7,114	6,367	-	-	-	13,481
FUND BALANCES - BEGINNING (As Restated)	960,658	616,252	150,524	-	428,677	165,908	2,322,019
FUND BALANCES - ENDING	<u>\$ 845,517</u>	<u>\$ 926,869</u>	<u>\$ 157,363</u>	<u>\$ 50,477</u>	<u>\$ 454,474</u>	<u>\$ 234,557</u>	<u>\$ 2,669,257</u>

**BALDWIN TOWNSHIP, MINNESOTA
RECONCILIATION OF CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2022**

Net Change in Fund Balances - Total Governmental Funds \$ 347,238

Amounts reported for governmental activities in the Statement of Activities are different due to the following:

The issuance of long-term debt provides current financial resources to governmental funds while the repayment of principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums and discounts when debt is first issued, whereas these amounts are deferred and amortized in the Statement of Activities. The amounts below detail the effects of these differences in the treatment of long-term debt and related items:

Repayment of Certificate of Indebtedness Principal 261,217

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 only when it is due. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due:

8,823

Under the modified accrual basis of accounting, certain revenues cannot be recognized until they are available to liquidate liabilities of the current period:

Property Taxes - Delinquent 3,026

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds:

Change in Compensated Absences Payable 761

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES \$ 621,065

**BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF NET POSITION
PROPRIETARY FUND
DECEMBER 31, 2022**

	Sewer Fund
ASSETS	
Current Assets	
Cash and Cash Equivalents	\$ 81,343
Assessments Receivable	26,935
Accounts Receivable	6,265
Prepays	74
Total Current Assets	114,617
Noncurrent Assets	
Assessments Receivable	80,806
TOTAL ASSETS	195,423
LIABILITIES	
Current Liabilities	
Accounts Payable	5,445
Accrued Interest Payable	1,503
Debt Due Within One Year	50,911
Total Current Liabilities	57,859
Noncurrent Liabilities	
Debt Due After One Year	189,610
TOTAL LIABILITIES	247,469
NET POSITION	
Unrestricted	\$ (52,046)

BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
PROPRIETARY FUND
FOR THE YEAR ENDED DECEMBER 31, 2022

	Sewer Fund
OPERATING REVENUES	
Charges for Services	\$ 35,601
OPERATING EXPENSES	
Wages and Benefits	4,616
Materials and Supplies	11,183
Repairs and Maintenance	856
Professional Services	36,198
Insurance	419
Utilities	4,843
TOTAL OPERATING EXPENSES	58,115
NET OPERATING LOSS	(22,514)
NONOPERATING INCOME (EXPENSE)	
Special Assessments	6,345
Investment Income	373
Miscellaneous	1,485
Interest and Other Charges	(6,085)
NET NONOPERATING INCOME (EXPENSE)	2,118
CHANGE IN NET POSITION	(20,396)
NET POSITION - BEGINNING OF YEAR	(31,650)
NET POSITION - END OF YEAR	\$ (52,046)

**BALDWIN TOWNSHIP, MINNESOTA
STATEMENT OF CASH FLOWS
PROPRIETARY FUND
FOR THE YEAR ENDED DECEMBER 31, 2022**

	Sewer Fund
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash Received from Customers	\$ 36,483
Cash Paid to Suppliers	(48,464)
Cash Paid to Employees	(4,616)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	(16,597)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Other Receipts from Customers	1,485
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Special Assessments	39,513
Payments on Bond Principal	(64,946)
Cash Paid for Interest	(8,400)
NET CASH PROVIDED (USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES	(33,833)
CASH FLOWS FROM INVESTING ACTIVITIES	
Investment Income	373
Net Change in Cash and Cash Equivalents	(48,572)
Cash and Cash Equivalents - Beginning of Year	129,915
Cash and Cash Equivalents - End of Year	\$ 81,343
RECONCILIATION OF NET OPERATING LOSS TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	
Net Operating Loss	\$ (22,514)
Adjustments to Reconcile Net Operating Loss to Net Cash Provided (Used) by Operating Activities:	
Changes in Assets and Liabilities:	
Accounts Receivable	882
Prepays	419
Accounts Payable	4,616
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	\$ (16,597)

BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of Baldwin Township (the Township) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The Township has adopted all such standards with the exception of the application of GASB 68 and 71, which the Township has elected not to implement. These statements specify how the net pension liability/asset is determined and require significant disclosures. The Township has also elected to not record capital assets, another requirement of U.S. GAAP. These departures affect the government-wide (defined below) and Sewer Fund financial statements and disclosures only.

1.A. FINANCIAL REPORTING ENTITY

The Township is a town located in Sherburne County, Minnesota. It is governed by an elected board of five supervisors who reside in the Township.

In determining the financial reporting entity, the Township complies with the provisions of GASB Statement No. 14, *The Financial Reporting Entity*, and includes all component units of which the Township appointed a voting majority of the units' board; the Township is either able to impose its will on the unit or a financial benefit or burden relationship exists.

Blended Component Units

Blended component units are separate legal entities that meet the component unit criteria described above and whose governing body is the same or substantially the same as the Township's Board of Supervisors or the component unit provides services entirely to the Township. These component units' funds are blended into those of the Township's by appropriate activity type to compose the primary government presentation. Currently, the Township does not have any blended component units.

Discretely Presented Component Units

Discretely presented component units are separate legal entities that meet the component unit criteria described above but do not meet the criteria for blending. Currently, the Township does not have any discretely presented component units.

1.B. BASIS OF PRESENTATION

Government-wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity. The government-wide statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods and services.

Fund Financial Statements

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitute its assets, deferred outflows, liabilities, deferred inflows, fund equity, revenues and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Township or meets the following criteria:

- Total assets and deferred outflows, liabilities and deferred inflows, revenues or expenditures/expenses of that individual governmental or proprietary fund are at least ten percent of the corresponding total for all funds of that category or type; and
- Total assets and deferred outflows, liabilities and deferred inflows, revenues or expenditures/expenses of that individual governmental or proprietary fund are at least five percent of the corresponding total for all governmental and proprietary funds combined.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.B. BASIS OF PRESENTATION (Continued)

The Township reports the following major governmental funds:

General Fund

The General Fund is the primary operating fund of the Township and is always classified as a major fund. It is used to account for all activities, except those legally or administratively required to be accounted for in other funds.

Road and Bridge Fund

The Road and Bridge Fund is a special revenue fund used to account for proceeds of specific revenue sources that are related to expenditures for the operation and maintenance of roads and bridges within the Township.

Fire Fund

The Fire Fund is a special revenue fund used to account for proceeds of specific revenue sources that are related to expenditures for public safety purposes.

Building Permits Fund

The Building Permits Fund is a special revenue fund used to account for proceeds of specific revenue sources that are related to the Township's building permit activity.

Debt Service Fund

This Debt Service Fund is used to account for proceeds and payments of principal and interest on general long-term debt.

The Township reports the following major proprietary fund:

Sewer Fund

This fund accounts for business-like activities provided to the general public. These activities are financed primarily by user charges, and the measurement of financial activity focuses on net income measurement similar to the private sector.

Additionally, the Township reports the following nonmajor governmental funds:

Cemetery Fund

This special revenue fund accounts for the proceeds of specific revenue sources related to expenditures for the Township cemetery.

Parks and Recreation Fund

This special revenue fund accounts for proceeds of specific revenue sources related to expenditures for culture and recreation purposes.

Capital Project Fund

This fund is used to account for financial resources to be used for the acquisition or construction of capital projects.

Fire Equipment Fund

This capital project fund is used to account for financial resources to be used for the acquisition and construction of capital projects for the fire department.

BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the *economic resources* measurement focus as defined in the second bullet point below.

In the fund financial statements, the *current financial resources* measurement focus or the *economic resources* measurement focus is used as appropriate:

- All governmental funds utilize a *current financial resources* measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- The government-wide financial statements and proprietary fund utilize an *economic resources* measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position and cash flows. All assets, deferred outflows, liabilities and deferred inflows (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the *accrual basis of accounting*. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred, or economic asset used. Revenues, expenses, gains, losses, assets and liabilities, and deferred outflows/inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the *modified accrual basis of accounting*. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year end. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are reported when due.

The proprietary fund utilizes the accrual basis of accounting.

1.D. 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 of assets, deferred outflows, liabilities and deferred inflows, and disclosure of contingencies related to these balances at the date of the financial statements. Estimates also affect reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.E. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES AND EQUITY

Cash and Cash Equivalents

For purposes of the Statement of Net Position and proprietary fund Statement of Cash Flows, “cash and cash equivalents” includes all checking and savings accounts of the Township. See Note 2.A. for additional information related to cash and cash equivalents.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. No such allowances are deemed necessary at year end. Major receivable balances for the governmental activities include taxes. Business-type activities report utility charges and special assessments as their major receivables.

In the fund financial statements, material receivables in governmental funds include revenue accruals such as taxes and other similar intergovernmental revenues since they are usually both measurable and available. Revenues collectible but not available are considered deferred inflows of resources in the fund financial statements in accordance with the modified accrual basis, but not deferred in the government-wide financial statements in accordance with the accrual basis. Interest and investment earnings are recorded when earned only if paid within 60 days since they would be considered both measurable and available. Proprietary fund material receivables consist of all revenues earned at year-end and not yet received. Utility accounts receivable and special assessments receivable compose the majority of proprietary fund receivables. No allowances are deemed necessary at year end.

Interfund Receivables and Payables

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Those related to goods and services type transactions are classified as “due to and from other funds.” Short-term interfund loans are reported as “due to and from other funds.” Long-term interfund loans are reported as “advances to and from other funds.” Interfund receivables and payables between funds within governmental activities are eliminated in the Statement of Net Position. There are no interfund balances at December 31, 2022.

Prepaid Expenditures/Expenses

Prepays represent expenditures/expenses paid during the current year to be recognized in future periods.

Compensated Absences

It is the Township’s policy to permit employees to accumulate a limited amount of earned but unused vacation leave. All vacation pay is accrued when incurred in the government-wide financial statements.

Vacation leave accrues monthly based on the number of years of service from a minimum of 40 hours per year to a maximum of 200 hours per year. Employees may accrue vacation leave up to a maximum of 1 ½ times the employee’s annual accrual rate.

At December 31, 2022, compensated absences amount to \$9,790.

Long-Term Debt

The accounting treatment of long-term debt depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental and business-type resources is reported as liabilities in the government-wide statements. The long-term debt consists of certificates of indebtedness.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.E. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES AND EQUITY (Continued)

Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest are reported as expenditures. The accounting for proprietary funds is the same in the fund statements as it is in the government-wide statements.

Deferred Inflows of Resources

In addition to liabilities, the Balance Sheet reports a separate section for deferred inflows of resources. This element represents an acquisition of fund balance that applies to future periods and, therefore, will not be recognized as an inflow of resources (revenue) until that time. The Township reports only one type of transaction, property taxes, as deferred inflows of resources, and accordingly, these amounts are deferred and recognized as inflows of resources in the period that they become available. Because this type of unavailable revenue is only reported under a modified accrual basis of accounting, deferred inflows of resources are only reported in the governmental funds Balance Sheet.

Equity Classifications

Government-wide Statements

Equity is classified as net position and displayed in two components:

Restricted – The portion of net position for which use is constrained by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or 2) law through constitutional provisions or enabling legislation.

Unrestricted – Remaining balance of net position that does not meet the definition of “restricted.”

It is the Township’s policy to consider restricted net position to its depletion before unrestricted net position is applied.

Governmental Fund Statements

In the fund financial statements, governmental funds report fund balances as either nonspendable, restricted, committed, assigned or unassigned. When the Township incurs an expenditure for which it may use either restricted or unrestricted fund balances, it uses restricted fund balances first unless unrestricted fund balances will have to be returned because they were not used. When the Township incurs an expenditure for purposes for which amounts in any unrestricted fund balance classification could be used, it uses fund balances in the following order: Committed, assigned, unassigned.

Nonspendable – Includes amounts that cannot be spent because they are either not in spendable form, or legally or contractually required to be maintained intact. The nonspendable fund balances at December 31, 2022 consist of prepaid expenditures.

Restricted – That portion of fund balance which is not available for appropriation or which has been legally segregated for a specific purpose.

Committed – Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Township Board of Supervisors. Committed amounts cannot be used for any other purpose unless the Board modifies or rescinds the commitment by resolution. The Township has no committed fund balances at December 31, 2022.

Assigned – Amounts that are constrained by the Township’s intent to be used for specific purposes, but are neither restricted nor committed. The Board Chairman shall have the authority to assign fund balance.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.E. ASSETS, LIABILITIES, DEFERRED OUTFLOWS/INFLOWS OF RESOURCES AND EQUITY (Continued)

Unassigned – This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund. The Township has formally adopted a policy under which it strives to maintain a minimum unassigned General Fund balance equal to approximately twenty percent of annual operating expenditures.

See Note 2.D. for additional disclosures.

Proprietary Fund Financial Statements

Proprietary fund equity is classified the same as in the government-wide statements, as described above.

1.F. REVENUES, EXPENDITURES, AND EXPENSES

Property Tax

Under State law, municipalities are limited in their ability to levy a property tax. The Township levies its property tax for the subsequent year during the month of December. Sherburne County is the collecting agency for the levy and remits the collections to the Township. In the fund financial statements, property taxes are recorded as revenue in the period levied to the extent they are collected within 60 days of year-end.

December 31st is the last day the Township can certify a tax levy to the County Auditor for collection the following year. The County creates the tax list for all taxable property in the Township and applies the applicable tax rate to the tax capacity of individual properties to arrive at the actual tax for each property. The County also collects all special assessments, except for certain prepayments paid directly to the Township. The County collects all taxes and assessments, except as noted above. The County mails copies of all real estate and personal property tax statements. Each year, property owners are required to pay one half of their real estate taxes by May 15 and the balance by October 15. Penalties and interest are assessed to property owners who do not pay their property taxes and special assessments by the due dates.

Delinquent taxes receivable includes the past six years' uncollected taxes. Delinquent taxes have been offset by deferred inflows of resources for taxes not received within 60 days after year end in the fund financial statements.

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by function for both governmental and business-type activities.

In the fund financial statements, expenditures are classified as follows:

Governmental Funds - By Character	Current (further classified by Function)
	Capital Outlay
	Debt Service

Proprietary Fund - By Operating and Nonoperating

In the fund financial statements, governmental funds report expenditures of financial resources. Proprietary funds report expenses relating to the use of economic resources.

Operating Revenues and Expenses

Operating revenues and expenses for the proprietary fund are those that result from providing services and producing and delivering goods and/or services. It also includes all revenues and expenses not related to capital and noncapital financing or investing activities.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1.F. REVENUES, EXPENDITURES, AND EXPENSES (Continued)

Interfund Transfers

Permanent reallocations of resources between funds of the reporting entity are classified as interfund transfers. For the purpose of the Statement of Activities, all interfund transfers between individual governmental funds have been eliminated. See additional information at Note 2.C.

NOTE 2 DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, deferred outflows/inflows of resources, equity, revenues and expenditures/expenses.

2.A. CASH AND CASH EQUIVALENTS

Deposits

In accordance with applicable Minnesota Statutes, the Township maintains deposits at depository banks authorized by the Township's Board of Supervisors.

Minnesota Statutes require that all Township deposits be protected by insurance, surety bond or collateral. The market value of collateral pledged must equal 110 percent of the deposits not covered by insurance or bonds (100 percent if collateral pledged is irrevocable standby letters of credit issued by the Federal Home Loan Bank). The Township complies with such laws.

Authorized collateral in lieu of a corporate surety bond includes:

- United States government Treasury bills, Treasury notes, Treasury bonds;
- Issues of United States government agencies and instrumentalities as quoted by a recognized industry quotation service available to the government entity;
- A general obligation of a state or local government, with taxing powers, rated "A" or better;
- A revenue obligation of a state or local government, with taxing powers, rated "AA" or better;
- Unrated general obligation securities of a local government, with taxing powers, pledged as collateral against funds deposited by that same local government entity;
- Irrevocable standby letter of credit issued by a Federal Home Loan Bank accompanied by written evidence that the Federal Home Loan Bank's public debt is rated "AA" or better by Moody's or Standard and Poor's; or
- Time deposits insured by any federal agency.

Minnesota Statutes require that all collateral shall be placed in safekeeping in a restricted account at a 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 selection should be approved by the Township.

At December 31, 2022, the Township's deposits were not exposed to custodial credit risk. The Township's deposits were sufficiently covered by federal depository insurance or by collateral held by the Township's agent in the Township's name.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 2 DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS (Continued)

2.B. NONCURRENT LIABILITIES

The Township's long-term debt is segregated between the amounts to be repaid from governmental activities and amounts to be repaid from business-type activities. All certificates are direct obligations of the Township and pledge the full faith and credit of the Township.

Debt Detail

At December 31, 2022, the long-term debt of the financial reporting entity, excluding compensated absences payable, consists of the following:

Governmental Activities

General Obligation Certificates of Indebtedness					
Issue Date	Original Amount	Annual Principal Payment	Interest Rate(s)	Maturity Date	Remaining Amount
08/17	\$ 1,776,800	\$189,089-\$209,089	2.75-3.00%	02/27	\$ 893,317

Business-Type Activities

General Obligation Certificates of Indebtedness					
Issue Date	Original Amount	Annual Principal Payment	Interest Rate(s)	Maturity Date	Remaining Amount
08/17	\$ 458,200	\$ 50,911	3.00%	02/27	\$ 240,521

Changes in Noncurrent Liabilities

The following is a summary of changes in noncurrent liabilities for the year ended December 31, 2022:

Type of Debt	Balance 01/01/22	Additions	Reductions	Balance 12/31/22	Amounts Due Within One Year
<i>Governmental Activities</i>					
General Obligation Certificates	\$ 1,154,534	\$ -	\$ (261,217)	\$ 893,317	\$ 189,089
Compensated Absences Payable	10,551	7,034	(7,795)	9,790	-
Total	\$ 1,165,085	\$ 7,034	\$ (269,012)	\$ 903,107	\$ 189,089
<i>Business-Type Activities</i>					
General Obligation Certificates	\$ 305,467	\$ -	\$ (64,946)	\$ 240,521	\$ 50,911

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 2 DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS (Continued)

2.B. NONCURRENT LIABILITIES (Continued)

Annual Debt Service Requirements

At December 31, 2022, the estimated annual debt service requirements to maturity, including principal and interest, and excluding compensated absences payable are as follows:

Years Ending <u>December 31,</u>	Governmental Activities		
	Principal	Interest	Total
2023	\$ 189,089	\$ 17,263	\$ 206,352
2024	189,089	18,290	207,379
2025	189,089	12,618	201,707
2026	189,089	6,945	196,034
2027	136,961	2,055	139,016
Total	\$ 893,317	\$ 57,171	\$ 950,488

Years Ending <u>December 31,</u>	Business-Type Activities		
	Principal	Interest	Total
2023	\$ 50,911	\$ 4,648	\$ 55,559
2024	50,911	4,925	55,836
2025	50,911	3,397	54,308
2026	50,911	1,870	52,781
2027	36,877	553	37,430
Total	\$ 240,521	\$ 15,393	\$ 255,914

Interest expense for long-term debt totals \$28,730 in the Statement of Activities (included in the Debt Service and Sewer lines). Interest expenditures total \$31,468 for the Statement of Revenues, Expenditures and Changes in Fund Balances – Governmental Funds. Accrued interest is recorded on the Statement of Activities for governmental funds, but not the governmental fund Balance Sheet due to the nature of fund accounting. Interest expense totals \$6,085 in the Statement of Revenues, Expenses and Changes in Net Position – Proprietary Fund.

Governmental Activity debt is typically funded through the Debt Service Fund and Business-Type Activities debt is funded through the Sewer Fund. Compensated absences are funded through the funds to which the respective employees' wages are allocated.

**BALDWIN TOWNSHIP, MINNESOTA
 NOTES TO THE BASIC FINANCIAL STATEMENTS
 DECEMBER 31, 2022**

NOTE 2 DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS (Continued)

2.C. INTERFUND TRANSACTIONS AND BALANCES

Operating transfers consist of the following for the year ended December 31, 2022:

<u>Major Funds</u>	<u>Transfers Out</u>	<u>Transfers In Nonmajor Governmental Funds Capital Project</u>
Road and Bridge	\$ 13,728	\$ 13,728

Transfers are used to (a) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget require to expend them and to (b) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

There are no interfund balances at December 31, 2022.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 2 DETAIL NOTES ON TRANSACTION CLASSES/ACCOUNTS (Continued)

2.D. FUND EQUITY

At December 31, 2022, governmental fund equity consists of the following:

	<u>Nonspendable</u>	<u>Restricted</u>	<u>Assigned</u>	<u>Unassigned</u>
General Fund				
Nonspendable - Prepaids	\$ 870	\$ -	\$ -	\$ -
Assigned for American Rescue Plan Act Expenditures	-	-	350,211	-
Unassigned	<u> -</u>	<u> -</u>	<u> -</u>	<u>494,436</u>
Total General Fund Balance	<u><u>\$ 870</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 350,211</u></u>	<u><u>\$ 494,436</u></u>
Road and Bridge Fund				
Nonspendable - Prepaids	\$ 371	\$ -	\$ -	\$ -
Assigned for Road and Bridge	<u> -</u>	<u> -</u>	<u>926,498</u>	<u> -</u>
Total Road and Bridge Fund Balance	<u><u>\$ 371</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 926,498</u></u>	<u><u>\$ -</u></u>
Fire Fund				
Nonspendable - Prepaids	\$ 813	\$ -	\$ -	\$ -
Assigned for Fire Department	<u> -</u>	<u> -</u>	<u>156,550</u>	<u> -</u>
Total Fire Fund Balance	<u><u>\$ 813</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 156,550</u></u>	<u><u>\$ -</u></u>
Building Permits Fund				
Assigned for Building Permits Fund Activity	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 50,477</u></u>	<u><u>\$ -</u></u>
Debt Service Fund				
Restricted for Debt Service	<u><u>\$ -</u></u>	<u><u>\$ 454,474</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>
Nonmajor Governmental Funds				
Nonspendable - Prepaids	\$ 59	\$ -	\$ -	\$ -
Assigned for:				
Cemetery	-	-	17,338	-
Parks and Recreation	-	-	45,380	-
Capital Project	-	-	119,764	-
Fire Equipment	<u> -</u>	<u> -</u>	<u>52,016</u>	<u> -</u>
Total Nonmajor Governmental Fund Balances	<u><u>\$ 59</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 234,498</u></u>	<u><u>\$ -</u></u>

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 3 DEFINED BENEFIT PENSION PLANS - STATEWIDE

Plan Description

All full-time and certain part-time employees of Baldwin Township are covered by defined benefit plans administered by the Public Employees Retirement Association of Minnesota (PERA). PERA administers the General Employees Retirement Plan (accounted for in the General Employees Fund), which is a cost-sharing, multiple-employer retirement plan. This plan is established and administered in accordance with *Minnesota Statutes*, Chapters 353 and 356.

General Employees Plan members belong to either the Coordinated Plan or the Basic Plan. Coordinated Plan members are covered by Social Security and Basic Plan members are not. All new members must participate in the Coordinated Plan.

PERA provides retirement benefits as well as disability benefits to members and survivor benefits upon death of eligible members. Benefits are established by State Statute. Benefits for members of the General Employees Plan vest after five years of credited service. The defined benefit retirement plan benefits are based on a member's highest average salary for any 5 years of allowable service, age, and years of credit at termination of service.

Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.20 percent for each of the first 10 years of service and 1.70 percent for each additional year. The rates are 2.20 percent and 2.70 percent, respectively, for Basic members. Under Method 2, the accrual rate for Coordinated members is 1.70 percent for all years of service, and 2.70 percent for Basic members. For members hired prior to July 1, 1989 a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989 normal retirement age is the age for unreduced Social Security benefits capped at 66.

For all General Employee Plan members hired prior to July 1, 1989 whose annuity is calculated using Method 1, a full annuity is available when age plus years of service equal 90. Method 2 provides for unreduced retirement benefits at age 65 for members first hired prior to July 1, 1989 or age 66 (the age for unreduced Social Security benefits), for those first hired on or after that date. Early retirement may begin at age 55 with an actuarial reduction (about six percent per year) for members retiring prior to full retirement age.

There are different types of annuities available to members upon retirement. A single-life annuity is a lifetime annuity that ceases upon the death of the retiree—no survivor annuity is payable. There are also various types of joint and survivor annuity options available which will be payable over joint lives. Members may also leave their contributions in the fund upon termination of public service in order to qualify for a deferred annuity at retirement age. Refunds of contributions are available at any time to members who leave public service before retirement benefits begin.

The benefit provisions stated in the preceding paragraphs of this section are current provisions and apply to active plan participants.

PERA issues a publicly available financial report that includes financial statements and required supplementary information for the General Employees Plan. That report may be obtained on the PERA's website at www.mnpera.org/financial/.

Funding Policy

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. These statutes are established and amended by the State Legislature. In 2022, Coordinated Plan members were required to contribute 6.50 percent of their annual covered salary.

The Township makes annual contributions to the pension plan equal to the amount required by State Statutes. In 2022, the Township was required to contribute the following percentage of annual covered payroll: 7.50 percent for Coordinated Plan members.

The Township's contributions to the General Employees Fund for the years ending December 31, 2022, 2021, and 2020 total \$16,283, \$16,027 and \$13,135, respectively.

**BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022**

NOTE 4 OTHER NOTES

4.A. RISK MANAGEMENT

The Township 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. To manage these risks, the Township purchases commercial insurance. The Township retains risk for the deductible portions of the insurance. The amounts of these deductibles are considered immaterial to the financial statements. There were no significant reductions in insurance from the previous year settlements in excess of insurance for any of the past two years.

Liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities, if any, include an amount for claims that have been incurred but not reported. The Township's management is not aware of any incurred but not reported claims.

4.B. OTHER EMPLOYEE BENEFITS

The Township provides eligible employees future retirement benefits through participation in the Minnesota Deferred Compensation Plan (MNDCP), which is a section 457 plan administered by the Minnesota State Retirement System. The plan assets are not held in a formal trust meeting the criteria defined by GASB Statement No. 73, par. 4, and the Township is not involved with the investment decisions for plan assets. Eligible employees of the Township may begin participating in the MNDCP commencing on the date of their employment by electing to have a percentage of their pay contributed to the Plan. The Township does not make employer contributions to the Plan.

4.C. SUBSEQUENT EVENTS

Subsequent to year end and prior to the issuance of these financial statements, the Township approved the following purchases:

- Purchase of a vehicle in the amount of \$106,231
- Purchase of a truck in the amount of \$56,270
- Purchase of a truck in the amount of \$308,350, which will be financed via a loan
- Truck repairs in the amount of \$36,000

BALDWIN TOWNSHIP, MINNESOTA
NOTES TO THE BASIC FINANCIAL STATEMENTS
DECEMBER 31, 2022

NOTE 4 OTHER NOTES (Continued)

4.D. CORRECTION OF AN ERROR

During the year ended December 31, 2022, the Township determined an adjustment to beginning equity was necessary to correct an error identified in the Township's prior year financial statements. Accounts payable balances from December 31, 2020 were inadvertently included in the December 31, 2021 accounts payable balances, resulting in an overstatement in December 31, 2021 accounts payable and an understatement in the December 31, 2021 fund balances and governmental activities net position. An adjustment has been recorded to correct this error. The table below displays the impact of this adjustment on the prior year financial statements:

	Road and Bridge Fund	Fire Fund	Governmental Activities
December 31, 2021 Fund Balance/Net Position, as Previously Reported	\$ 609,138	\$ 144,157	\$ 1,144,820
Accounts Payable Adjustment	7,114	6,367	13,481
December 31, 2021 Fund Balance/Net Position, as Restated	\$ 616,252	\$ 150,524	\$ 1,158,301
Net Change in Fund Balance/Net Position for the Year Ended December 31, 2021, as Previously Reported	\$ (101,997)	\$ (38,066)	\$ 581,140
Accounts Payable Adjustment	7,114	6,367	13,481
Net Change in Fund Balance/Net Position for the Year Ended December 31, 2021, as Restated	\$ (94,883)	\$ (31,699)	\$ 594,621

4.E. NEW ACCOUNTING STANDARD

In May 2020, the Government Accounting Standards Board (GASB) issued Statement No. 96, *Subscription-Based Information Technology Arrangements*. GASB Statement No. 96 (GASB 96) increases the usefulness of governmental financial statements by requiring recognition of right-to-use assets and liabilities for subscription-based information technology arrangements. GASB 96 will be effective for the Township's fiscal year ended December 31, 2023. The effect on net position may be significant.

REQUIRED SUPPLEMENTARY INFORMATION

**BALDWIN TOWNSHIP, MINNESOTA
BUDGETARY COMPARISON SCHEDULE – GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2022**

	Budget Amounts- Original and Final	Actual Amounts Budgetary Basis	Variance with Budget Over (Under)
REVENUES			
Taxes			
Property Taxes	\$ 261,800	\$ 251,595	\$ (10,205)
Franchise Taxes	16,100	18,967	2,867
Total Taxes	<u>277,900</u>	<u>270,562</u>	<u>(7,338)</u>
Intergovernmental Revenue			
Federal Revenue			
American Rescue Plan Act Funds	-	401,394	401,394
State Revenue			
Market Value Credit	2,700	4,506	1,806
Town Aid	-	700	700
County Revenue			
Other County Grants and Aids	11,600	9,859	(1,741)
Total Intergovernmental Revenue	<u>14,300</u>	<u>416,459</u>	<u>402,159</u>
Charges for Services			
General Government	15,539	4,192	(11,347)
Other Service Charges	21,500	22,080	580
Total Charges for Services	<u>37,039</u>	<u>26,272</u>	<u>(10,767)</u>
Miscellaneous Revenue			
Investment Earnings	127	2,812	2,685
Other Miscellaneous	2,000	900	(1,100)
Total Miscellaneous Revenue	<u>2,127</u>	<u>3,712</u>	<u>1,585</u>
TOTAL REVENUES	331,366	717,005	385,639
EXPENDITURES			
General Government			
Governing Board	32,740	35,591	2,851
Administration and Finance	152,209	144,239	(7,970)
Other General Government	137,765	179,780	42,015
Total General Government	<u>322,714</u>	<u>359,610</u>	<u>36,896</u>
Public Safety			
Fire			
Current	-	25	25
Other Public Safety			
Current	2,000	1,601	(399)
Total Public Safety	<u>2,000</u>	<u>1,626</u>	<u>(374)</u>

BALDWIN TOWNSHIP, MINNESOTA
BUDGETARY COMPARISON SCHEDULE – GENERAL FUND (Continued)
FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>Budget Amounts- Original and Final</u>	<u>Actual Amounts Budgetary Basis</u>	<u>Variance with Budget Over (Under)</u>
Public Works			
Street Engineering	\$ 2,400	\$ 10,423	\$ 8,023
Culture and Recreation			
Parks and Recreation			
Current	4,545	7,911	3,366
Capital Outlay	<u>-</u>	<u>452,576</u>	<u>452,576</u>
Total Culture and Recreation	4,545	460,487	455,942
Debt Service			
Interest and Other Fiscal Charges	<u>15</u>	<u>-</u>	<u>(15)</u>
TOTAL EXPENDITURES	<u>331,674</u>	<u>832,146</u>	<u>500,472</u>
NET CHANGE IN FUND BALANCE	<u>\$ (308)</u>	(115,141)	<u>\$ (114,833)</u>
FUND BALANCE - BEGINNING		<u>960,658</u>	
FUND BALANCE - ENDING		<u>\$ 845,517</u>	

**BALDWIN TOWNSHIP, MINNESOTA
BUDGETARY COMPARISON SCHEDULE – ROAD AND BRIDGE FUND
FOR THE YEAR ENDED DECEMBER 31, 2022**

	<u>Budget Amounts- Original and Final</u>	<u>Actual Amounts Budgetary Basis</u>	<u>Variance with Budget Over (Under)</u>
REVENUES			
Taxes			
Property Taxes	\$ 477,200	\$ 472,656	\$ (4,544)
Intergovernmental Revenue			
State Revenue			
Transportation	50,800	75,820	25,020
Charges for Services			
Streets and Highways	9,800	2,876	(6,924)
Fines and Forfeitures			
	8,400	9,860	1,460
Miscellaneous Revenue			
Investment Earnings	114	2,139	2,025
Other Miscellaneous	-	835	835
Total Miscellaneous Revenue	<u>114</u>	<u>2,974</u>	<u>2,860</u>
TOTAL REVENUES	546,314	564,186	17,872
EXPENDITURES			
Public Works			
Street Maintenance and Storm Sewers	360,700	137,460	(223,240)
Snow and Ice Removal	38,300	65,458	27,158
Street Engineering	80,000	36,923	(43,077)
TOTAL EXPENDITURES	<u>479,000</u>	<u>239,841</u>	<u>(239,159)</u>
EXCESS OF REVENUES OVER EXPENDITURES	67,314	324,345	257,031
OTHER FINANCING SOURCES (USES)			
Transfers			
To Other Funds	-	(13,728)	(13,728)
NET CHANGE IN FUND BALANCE	<u>\$ 67,314</u>	310,617	<u>\$ 243,303</u>
FUND BALANCE - BEGINNING (As previously reported)		609,138	
PRIOR PERIOD ADJUSTMENT (See Note 4.D.)		<u>7,114</u>	
CASH FUND BALANCE - BEGINNING (As restated)		<u>616,252</u>	
FUND BALANCE - ENDING		<u>\$ 926,869</u>	

**BALDWIN TOWNSHIP, MINNESOTA
BUDGETARY COMPARISON SCHEDULE – FIRE FUND
FOR THE YEAR ENDED DECEMBER 31, 2022**

	<u>Budget Amounts- Original and Final</u>	<u>Actual Amounts Budgetary Basis</u>	<u>Variance with Budget Over (Under)</u>
REVENUES			
Taxes			
Property Taxes	\$ 180,000	\$ 179,046	\$ (954)
Intergovernmental Revenue			
Federal Revenue			
Other Federal Grants	-	2,233	2,233
Charges for Services			
Police and Fire Contracts	35,680	9,470	(26,210)
Miscellaneous Revenue			
Investment Earnings	21	514	493
Contributions and Donations	-	8,059	8,059
Other Miscellaneous	-	604	604
Total Miscellaneous Revenue	<u>21</u>	<u>9,177</u>	<u>9,156</u>
TOTAL REVENUES	215,701	199,926	(15,775)
EXPENDITURES			
General Government			
Other General Government	-	164	164
Public Safety			
Fire			
Current	<u>289,779</u>	<u>192,923</u>	<u>(96,856)</u>
TOTAL EXPENDITURES	<u>289,779</u>	<u>193,087</u>	<u>(96,692)</u>
NET CHANGE IN FUND BALANCE	<u>\$ (74,078)</u>	6,839	<u>\$ 80,917</u>
FUND BALANCE - BEGINNING (As previously reported)		144,157	
PRIOR PERIOD ADJUSTMENT (See Note 4.D.)		<u>6,367</u>	
CASH FUND BALANCE - BEGINNING (As restated)		<u>150,524</u>	
FUND BALANCE - ENDING		<u>\$ 157,363</u>	

**BALDWIN TOWNSHIP, MINNESOTA
 NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION
 DECEMBER 31, 2022**

NOTE 1 BUDGETARY COMPARISON SCHEDULES

Actual expenditures exceeded total budgeted expenditures in the general fund for the current year-end as follows:

Fund	Budgeted Expenditures	Actual Expenditures
General Fund	\$ 331,674	\$ 832,146

The expenditures in excess of budget in the General Fund are primarily due to an unbudgeted purchase of land in the current year. The expenditures in excess of budget were funded by available fund balance.

Due to the fund being new in 2022, the Township did not adopt a budget for its Building Permits Fund for 2022. Because of this, a budgetary comparison schedule has not been presented for this major special revenue fund.

SUPPLEMENTARY INFORMATION

**BALDWIN TOWNSHIP, MINNESOTA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
DECEMBER 31, 2022**

	Special Revenue		Capital Project		Total Nonmajor Governmental Funds
	Cemetery Fund	Parks & Recreation Fund	Capital Project Fund	Fire Equipment Fund	
ASSETS					
Cash and Cash Equivalents	\$ 17,338	\$ 44,209	\$ 118,759	\$ 51,024	\$ 231,330
Property Taxes Receivable	-	2,282	1,612	1,473	5,367
Prepays	6	53	-	-	59
TOTAL ASSETS	<u>\$ 17,344</u>	<u>\$ 46,544</u>	<u>\$ 120,371</u>	<u>\$ 52,497</u>	<u>\$ 236,756</u>
LIABILITIES					
Accounts Payable	\$ -	\$ 320	\$ -	\$ -	\$ 320
DEFERRED INFLOWS OF RESOURCES					
Unavailable Revenue:					
Property Taxes	-	791	607	481	1,879
FUND BALANCES					
Nonspendable	6	53	-	-	59
Assigned	17,338	45,380	119,764	52,016	234,498
Total Fund Balances	<u>17,344</u>	<u>45,433</u>	<u>119,764</u>	<u>52,016</u>	<u>234,557</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	<u>\$ 17,344</u>	<u>\$ 46,544</u>	<u>\$ 120,371</u>	<u>\$ 52,497</u>	<u>\$ 236,756</u>

BALDWIN TOWNSHIP, MINNESOTA
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2022

	Special Revenue		Capital Project		Total Nonmajor Governmental Funds
	Cemetery Fund	Parks & Recreation Fund	Capital Project Fund	Fire Equipment Fund	
REVENUES					
Property Taxes	\$ -	\$ 59,653	\$ 39,904	\$ 39,768	\$ 139,325
Charges for Services	3,900	-	-	-	3,900
Investment Income	49	249	151	37	486
Miscellaneous	-	12,195	14,609	-	26,804
TOTAL REVENUES	<u>3,949</u>	<u>72,097</u>	<u>54,664</u>	<u>39,805</u>	<u>170,515</u>
EXPENDITURES					
Current:					
Parks and Recreation	-	57,583	-	-	57,583
Cemetery	3,406	-	-	-	3,406
Capital Outlay	-	54,605	-	-	54,605
TOTAL EXPENDITURES	<u>3,406</u>	<u>112,188</u>	<u>-</u>	<u>-</u>	<u>115,594</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	543	(40,091)	54,664	39,805	54,921
OTHER FINANCING SOURCES (USES)					
Transfers In	-	-	13,728	-	13,728
NET CHANGE IN FUND BALANCES	543	(40,091)	68,392	39,805	68,649
FUND BALANCES - BEGINNING	<u>16,801</u>	<u>85,524</u>	<u>51,372</u>	<u>12,211</u>	<u>165,908</u>
FUND BALANCES - ENDING	<u>\$ 17,344</u>	<u>\$ 45,433</u>	<u>\$ 119,764</u>	<u>\$ 52,016</u>	<u>\$ 234,557</u>

**BALDWIN TOWNSHIP, MINNESOTA
SCHEDULE OF INDEBTEDNESS
FOR THE YEAR ENDED DECEMBER 31, 2022
(UNAUDITED)**

	<u>Issue Dates</u>	<u>Interest Rates</u>	<u>Maturity Dates</u>	<u>Initial Authorized Issue</u>	<u>Outstanding Balance 01/01/22</u>	<u>Issued</u>	<u>Paid</u>	<u>Outstanding Balance 12/31/22</u>	<u>Principal Due Within One Year</u>
GOVERNMENTAL INDEBTEDNESS									
G.O. Certificates of Indebtedness, Series 2017A	08/21/17	2.75-3.00%	02/01/27	\$ 1,776,800	\$ 1,154,534	\$ -	\$ 261,217	\$ 893,317	\$ 189,089
PROPRIETARY INDEBTEDNESS									
G.O. Certificates of Indebtedness, Series 2017A	08/21/17	3.00%	02/01/27	<u>458,200</u>	<u>305,467</u>	<u>-</u>	<u>64,946</u>	<u>240,521</u>	<u>50,911</u>
TOTAL INDEBTEDNESS				<u>\$ 2,235,000</u>	<u>\$ 1,460,001</u>	<u>\$ -</u>	<u>\$ 326,163</u>	<u>\$ 1,133,838</u>	<u>\$ 240,000</u>

OTHER REQUIRED REPORTS

**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**

Board of Supervisors
Baldwin Township
Princeton, Minnesota

We have audited, in accordance with the 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, each major fund, and the aggregate remaining fund information of Baldwin Township, Minnesota (the Township) as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise Baldwin Township's basic financial statements, and have issued our report thereon dated June 29, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Baldwin Township'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 Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. However, as described in the accompanying *Schedule of Findings and Responses*, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

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 Township's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies described in the accompanying *Schedule of Findings and Responses* as items 2015-001, 2015-002, 2021-001, and 2022-001 to be material weaknesses.

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. We consider the following deficiency described in the accompanying *Schedule of Findings and Responses* as item 2015-003 to be a significant deficiency.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township'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*.

Minnesota Legal Compliance

In connection with our audit, nothing came to our attention that caused us to believe that Baldwin Township failed to comply with the provisions of the contracting- bid laws, conflicts of interest, depositories of public funds and public investments, claims and disbursements, miscellaneous provisions, and public indebtedness sections of the *Minnesota Legal Compliance Audit Guide for Towns*, promulgated by the State Auditor pursuant to Minn. Stat. § 6.65, 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 Township's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

Township's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on Baldwin Township's response to the findings identified in our engagement and described in the accompanying *Schedule of Findings and Responses* and *Corrective Action Plans*. The Township'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.

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 Township'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 Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



SCHLENNER WENNER & CO.
St. Cloud, Minnesota
June 29, 2023

**BALDWIN TOWNSHIP, MINNESOTA
SCHEDULE OF FINDINGS AND RESPONSES
DECEMBER 31, 2022**

FINANCIAL STATEMENT FINDINGS

Finding 2015-001 Limited Segregation of Duties

Condition: The Township has limited segregation of accounting duties.

Criteria: The basic premise of proper segregation of duties is that no one employee should have access to both physical assets and the related accounting records or to all phases of the transaction.

Cause: There are a limited number of employees.

Effect: The Township's lack of adequate segregation of accounting duties could adversely affect the Township's ability to initiate, record, process, and report financial data consistent with the assertions of management in the financial statements.

Recommendation: Although the number of employees may not be large enough to eliminate this deficiency, we recommend that the Township continue to evaluate current procedures and segregate where possible and implement compensating controls.

*Views of Responsible
Officials And Planned
Corrective Actions:*

Management agrees with the recommendation. See corresponding Corrective Action Plan.

Finding 2015-002 Material Audit Adjustments

Condition: Audit adjustments were required to correct material misstatements identified in the trial balance presented for the audit.

Criteria: The Township is required to report accurate financial information.

Cause: The Township failed to record all year-end adjustments required under the accrual basis of accounting and various other adjustments were required to correct misstatements.

Effect: The misstatement in the trial balance presented for the audit resulted in the need to record audit adjustments to achieve fair financial statement presentation under accounting principles generally accepted in the United States of America.

Recommendation: We recommend management perform a thorough review of the trial balance prior to the audit and ensure all accounts have been properly adjusted at year-end.

*Views of Responsible
Officials And Planned
Corrective Actions:*

Management agrees with the recommendation. See corresponding Corrective Action Plan.

**BALDWIN TOWNSHIP, MINNESOTA
SCHEDULE OF FINDINGS AND RESPONSES
DECEMBER 31, 2022**

FINANCIAL STATEMENT FINDINGS (Continued)

Finding 2015-003 Financial Statement Preparation

Condition: Schlenner Wenner & Co. drafts the financial statements and related footnote disclosures for the Township. These financial statements, including disclosures, were reviewed by management and management has taken responsibility for them. However, we believe that management would require additional training in accounting principles generally accepted in the United States of America to adequately apply such standards internally.

Criteria: The Township is required to report accurate financial information.

Cause: Management does not have adequate skill to prepare the financial statements.

Effect: The inability to properly prepare the Township's financial statements would result in improper financial reporting.

Recommendation: While the Township may not have adequate controls in place to eliminate this finding, the Township should document its annual review of the financial statements.

*Views of Responsible
Officials And Planned
Corrective Actions:*

Management agrees with the recommendation. See corresponding Corrective Action Plan.

Finding 2021-001 Departure From Accounting Principles Generally Accepted in the United States

Condition: Management has elected not to adopt Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements—and Management's Discussion And Analysis—For State and Local Governments*, specifically the recording of capital assets, including the capitalization and depreciation of such assets. In addition, management has elected not to adopt Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions*, and Governmental Accounting Standards Board Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date*.

Criteria: The Township is required to report capital assets, the capitalization and depreciation of such assets, a net pension asset/liability, and related pension activity.

Cause: The Township failed to report the balances and activity noted above.

Effect: Electing not to adopt these standards resulted in a qualified audit opinion on the governmental activities, business-type activities, and the Sewer Fund.

Recommendation: We recommend the Township consider adopting GASB Statements No. 34, No. 68, and No.71 for the year ended December 31, 2023.

*Views of Responsible
Officials And Planned
Corrective Actions:*

Management agrees with the recommendation. See corresponding Corrective Action Plan.

**BALDWIN TOWNSHIP, MINNESOTA
SCHEDULE OF FINDINGS AND RESPONSES
DECEMBER 31, 2022**

FINANCIAL STATEMENT FINDINGS (Continued)

Finding 2022-001 Prior Period Adjustment

Condition: The Township's prior year financial statements contained a material misstatement.

Criteria: The Township is required to report financial information that is accurately presented in accordance with accounting principles generally accepted within the United States of America.

Cause: In the 2021 financial statements, the Township inadvertently included accounts payable balances from December 31, 2020 in the December 31, 2021 accounts payable balances, resulting in an overstatement in December 31, 2021 accounts payable and an understatement in the December 31, 2021 fund balances and governmental activities net position. See further details described in Note 4.D. in the notes to the basic financial statements.

Effect: The misstatement in the prior year financial statements resulted in the need to restate beginning fund balances and net position of the current year.

Recommendation: We recommend management perform a thorough review of the audited financial statements and year-end adjustments to ensure their accuracy and completeness.

*Views of Responsible
Officials And Planned*

Corrective Actions: Management agrees with the recommendation. See corresponding Corrective Action Plan.

**BALDWIN TOWNSHIP, MINNESOTA
CORRECTIVE ACTION PLANS
DECEMBER 31, 2022**

FINANCIAL STATEMENT FINDINGS

Finding 2015-001 Limited Segregation of Duties

1. Explanation of Disagreement with Audit Finding
There is no disagreement with the audit finding.
2. Actions Planned in Response to Finding
The Township currently has the following procedures in place:
 - o The Township Board reviews the monthly invoices and approves the expenditures.
 - o The Township utilizes claim listings which are approved by the Township Clerk/Treasurer.The Township will review current procedures and implement additional controls where possible.
3. Official Responsible
Joan Heinen, Clerk/Treasurer, is the official responsible for ensuring corrective action.
4. Planned Completion Date
The Corrective Action Plan will be reviewed on an ongoing basis with no anticipated completion date.
5. Plan to Monitor Completion
The Township Board will be monitoring this Corrective Action Plan.

Finding 2015-002 Material Audit Adjustments

1. Explanation of Disagreement with Audit Finding
There is no disagreement with the audit finding.
2. Actions Planned in Response to Finding
The Township will continue to have Schlenner Wenner & Co. prepare certain audit adjustments and the Township will review the adjustments and schedules provided to the auditor. The Township will be more diligent in the review of schedules, including those prepared by third parties, to ensure they are correct and agree with the unaudited trial balance.
3. Official Responsible
Joan Heinen, Clerk/Treasurer, is the official responsible for ensuring corrective action.
4. Planned Completion Date
The Corrective Action Plan will be reviewed on an ongoing basis with no anticipated completion date.
5. Plan to Monitor Completion
The Township Board will be monitoring this Corrective Action Plan.

**BALDWIN TOWNSHIP, MINNESOTA
CORRECTIVE ACTION PLANS
DECEMBER 31, 2022**

FINANCIAL STATEMENT FINDINGS (Continued)

Finding 2015-003 Financial Statement Preparation

1. Explanation of Disagreement with Audit Finding
There is no disagreement with the audit finding.
2. Actions Planned in Response to Finding
The Township will continue to have the auditor prepare the financial statements and will continue to document the annual review of the financial statements and related footnote disclosures. The Township will revisit this decision on an ongoing, annual basis.
3. Official Responsible
Joan Heinen, Clerk/Treasurer, is the official responsible for ensuring corrective action.
4. Planned Completion Date
The Corrective Action Plan will be reviewed on an ongoing basis with no anticipated completion date.
5. Plan to Monitor Completion
The Township Board will be monitoring this Corrective Action Plan.

Finding 2021-001 Departure From Accounting Principles Generally Accepted in the United States

1. Explanation of Disagreement with Audit Finding
There is no disagreement with the audit finding.
2. Actions Planned in Response to Finding
The Township will implement the recommendations provided in the *Schedule of Findings and Responses*.
3. Official Responsible
Joan Heinen, Clerk/Treasurer is the official responsible for ensuring corrective action.
4. Planned Completion Date
The Corrective Action Plan will be reviewed on an ongoing basis with no anticipated completion date.
5. Plan to Monitor Completion
The Township Board will be monitoring this Corrective Action Plan.

**BALDWIN TOWNSHIP, MINNESOTA
CORRECTIVE ACTION PLANS
DECEMBER 31, 2022**

FINANCIAL STATEMENT FINDINGS (Continued)

Finding 2022-001 Prior Period Adjustment

1. Explanation of Disagreement with Audit Finding
There is no disagreement with the audit finding.

2. Actions Planned in Response to Finding
The Township will review the audited financial statements and year-end adjustments to ensure their accuracy and completeness.

3. Official Responsible
Joan Heinen, Clerk/Treasurer, is the official responsible for ensuring corrective action.

4. Planned Completion Date
December 31, 2023.

5. Plan to Monitor Completion
The Township Board will be monitoring this Corrective Action Plan.

EXHIBIT 9

BALDWIN TOWNSHIP INVESTMENT POLICY

INVESTMENTS

It is always prudent for any public unit to have an Investment Policy in place for the purpose of safeguarding funds, equitably distributing the investments and maximizing income of the governmental unit. The following Policy is hereby promulgated for use by Baldwin Township.

1.0 SCOPE OF POLICY

This Investment Policy applies to the investment activities of all funds under the jurisdiction of Baldwin Township. This Investment Policy will also apply to any new funds or temporary funds placed under the jurisdiction of Baldwin Township. The Minnesota State Statutes will take precedence except where this Policy is more restrictive wherein this Policy will take precedence.

2.0 OBJECTIVES

The purpose of this Investment Policy is to establish cash management and investment guidelines for the stewardship of public funds under the jurisdiction of Baldwin Township. The specific objectives of this Policy will be as follows:

1. Safety – The security of monies, whether on hand or invested, shall be the primary concern of the Supervisors in selecting depositories or investments.
2. Liquidity – The investment portfolio shall remain sufficiently liquid to meet all operating requirements which might be reasonably anticipated.
3. Return – The Supervisors shall seek to attain a market average or better rate of return throughout budgetary and economic cycles, taking into account risk, constraints, cash flow, and legal restriction on investment.

3.0 INVESTMENT GUIDELINES

To assist in attaining the stated objectives, the following guidelines shall be observed:

1. Investments shall be undertaken in a manner that seeks to insure preservation of capital in the overall portfolio. To avoid unreasonable risks, diversification of investments are required.
2. The portfolio should remain sufficiently liquid to meet operating requirements, which may be reasonably anticipated. Cash flows shall be reviewed quarterly.
3. To maximize earnings, all funds shall be deposited/invested within ten working days at prevailing rates or better.

4. All investments shall be selected on the basis of competitive bids.

4.0 DIVERSIFICATION

To avoid unreasonable risks, diversification of the investment portfolio shall be consistent with the objectives in the investment policy.

5.0 RESPONSIBILITY

All investment of funds under the control of the Supervisors is the direct responsibility of the Supervisors. The Supervisors shall be responsible for all transactions and shall establish a system of control for the Clerk/Treasurer who is directly involved in the assistance of such investment activities.

6.0 PERFORMANCE MEASURES

The use of U.S. Treasury bills, average Fed Fund rate, IPTIP, or other stable markets can be used to determine whether market average yield benchmarks are being achieved.

7.0 PERIODIC REVIEW

The Supervisors should establish annual independent review for internal control, which assures compliance within the Investment Policy. This will be accomplished with external auditors.

8.0 REPORTING

The Clerk/Treasurer, as directed by the Supervisors, shall record all investment transactions. A report will be generated monthly, listing all active investments, location of investments, maturity of investments, interest rate and other pertinent information deemed necessary. This report will be submitted monthly to the Town Board.

9.0 AUTHORIZED INVESTMENTS

Baldwin Township shall invest in instruments as allowed by Minnesota State Statute. A summary of authorized investments follows:

- a) Notes, bonds, certificates of indebtedness, treasury bills, or other securities, which are guaranteed by the full faith and credit of the United State of America.
- b) Bonds, notes debentures, or other similar obligations of the United State of America or its agencies.
- c) Interest bearing accounts, certificates of deposit or interest bearing time deposits or any other investments.

10.0 FINANCIAL INSTITUTIONS

The Baldwin Township Board will have the responsibility, along with citizen approval at the Annual Town meeting, to select which financial institutions will be depositories for Baldwin Township. The Supervisors shall have authority to invest in the approved financial institutions following the investment policies set out herein.

11.0 COLLATERALIZATION (IF ANY)

1. At all times in order to meet the objective of safety of capital, the Supervisors will require deposits in excess of the Federally insured amount to be collateralized to the extent of One Hundred and Ten Percent (110%) and evidenced by an approved written agreement.
2. Eligible collateral instruments and collateral rates (market value divided by deposit is as follows:
 - a) Negotiable obligations of the United States Government; = 110%
 - b) Negotiable obligations of any agency or instrumentality of the United States Government backed by the full faith and credit of the United States Government; = 110%
 - c) Negotiable obligations of the State of Minnesota which are rated A or better by Moody's or Standard and Poors; = 110%
 - d) Negotiable obligations of Baldwin Township which are rated A or better by Moody's or Standard and Poors; = 110%
3. Maturity of acceptable collateral should not exceed 120 months.
4. The ratio of fair market value of collateral to the amount of funds secured shall be reviewed monthly and additional collateral will be requested when the ratio declines below the level required.
5. Safekeeping of Collateral.

Third party safekeeping is required for all collateral. To accomplish this the securities will be held at a safekeeping depository as approved from time to time by the Town Board.

Safekeeping will be documented by an approved written agreement. Substitution, exchange or release of securities held in safekeeping may be done upon seven (7) days prior written notice to the Supervisors.

When collateral is extended, the Supervisors should receive a copy of the financial

institutions board minutes, indicating the board of director's approval.

12.0 SAFEKEEPING OF SECURITIES

Securities, unless held physically by the Supervisors, require third party safekeeping. The Supervisors will have the sole responsibility for selecting safekeeping agents. Safekeeping will be documented by an approved written agreement.

13.0 PRUDENT PERSON STANDARD

Investments shall be made with judgment and care, under circumstances when prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the possible income to be derived.

In maintaining its investment portfolio, the Supervisors shall avoid any transaction that might impair public confidence in Baldwin Township.

The above standards are established as standards for professional responsibility and shall be applied in the context of managing the portfolio.

The Supervisors and the Clerk/Treasurer acting in accordance with this Investment Policy and procedures as have been or may be established and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market changes.

14.0 INTERNAL CONTROLS

Only the Supervisors are authorized to establish financial accounts and investments. At all times either the Supervisors, singly or two, jointly, or two or more signatories as designated by the Supervisors should be authorized to sign on financial accounts of the office of the Supervisor.

15.0 ETHICS AND CONFLICT OF INTEREST

No person involved in the investment process shall make any investment decision based upon personal or political gain or consequence.

16.0 AMENDMENT

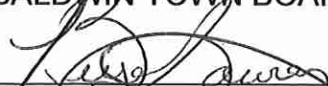
This Policy may be reviewed from time to time and revised upon approval of the Supervisors.

17.0 CAPTIONS AND HEADINGS

The captions and headings used herein are for convenience of reference only and do not define or limit the contents.

This Investment Policy is hereby approved and in full force and effect this 3rd day of April, 2006.

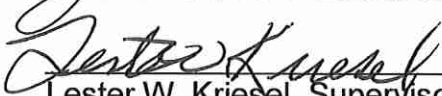
BALDWIN TOWN BOARD OF SUPERVISORS



Bryan Lawrence, Chairman



Jess A. Hall, Vice-Chairman



Lester W. Kriesel, Supervisor

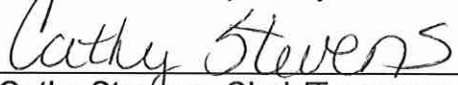


Jeff Dotseth, Supervisor



Paul Vollkommer, Supervisor

The undersigned being the Town Clerk/Treasurer for the Town of Baldwin in Sherburne County, Minnesota, does hereby certify that the foregoing Investment Policy was duly passed and adopted by the Town Board at their regular monthly meeting.



Cathy Stevens, Clerk/Treasurer

EXHIBIT 10

ROAD AND BRIDGE FUND CIP
 Inflation Rate
 Year Inflation Begins

Initial Inflationary Period	Secondary Inflationary Period
5%	5%
2023	2023

Capital Project	Project Type	Project Year	Cost	Road and Bridge Fund capital outlays												
				2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
305th Ave CR 1 to 136th St	Reclamation	2024	600,000	-	-	-	-	630,000	-	-	-	-	-	-	-	-
136th St North of CR 42	Reconstruct	2025	1,500,000	-	-	-	-	-	1,653,750	-	-	-	-	-	-	-
100th St CR 28 to CR 38	Reconstruct	2025	2,650,000	-	-	-	-	-	2,921,625	-	-	-	-	-	-	-
297th St CR 19 to 100th St	Reclamation	2025	600,000	-	-	-	-	-	661,500	-	-	-	-	-	-	-
305th St CR 45 to 136th St	Reconstruct	2025	1,200,000	-	-	-	-	-	1,323,000	-	-	-	-	-	-	-
EIk Lake Rd CR 9 to CR 87	Reconstruct	2026	1,650,000	-	-	-	-	-	-	1,910,081	-	-	-	-	-	-
116th St CR 38 to CR 2	Reconstruct	2026	1,350,000	-	-	-	-	-	-	1,562,794	-	-	-	-	-	-
277th CR 19 to 96th St	Sand mix w/overlay	2026	200,000	-	-	-	-	-	-	231,525	-	-	-	-	-	-
100th St 277th to 283rd Ave	Sand mix w/overlay	2026	150,000	-	-	-	-	-	-	173,644	-	-	-	-	-	-
96th St CR 28 to 277th Ave	Reclamation	2028	800,000	-	-	-	-	-	-	-	-	1,021,025	-	-	-	-
120th St CR 9 to TH 169	Reconstruct	2029	1,450,000	-	-	-	-	-	-	-	-	-	1,943,139	-	-	-
301st Ave CR 1 to 136th St	Reclamation	2030	600,000	-	-	-	-	-	-	-	-	-	-	844,260	-	-
313th CR45 to TH 169	Mill/overlay	2027	150,000	-	-	-	-	-	-	-	182,326	-	-	-	-	-
283rd TH 169 to CR 39	Reconstruct	2027	1,100,000	-	-	-	-	-	-	-	-	1,337,057	-	-	-	-
285th CR 39 to CR 19	Reconstruct	2027	1,650,000	-	-	-	-	-	-	-	-	2,005,585	-	-	-	-
303rd CR 45 to TH 169	Mill/overlay	2030	150,000	-	-	-	-	-	-	-	-	-	-	-	211,065	-
Major Mill & Overlay Program		2031	600,000	-	-	-	-	-	-	-	-	-	-	-	-	886,473
Major Chip Seal Program		2032	400,000	-	-	-	-	-	-	-	-	-	-	-	-	-
Chipseal		2023	150,000	-	-	-	150,000	-	-	-	-	-	-	-	-	-
Chipseal		2024	150,000	-	-	-	-	157,500	-	-	-	-	-	-	-	-
Chipseal		2025	150,000	-	-	-	-	-	165,375	-	-	-	-	-	-	-
Chipseal		2026	150,000	-	-	-	-	-	-	173,644	-	-	-	-	-	-
Chipseal		2027	150,000	-	-	-	-	-	-	-	182,326	-	-	-	-	-
Chipseal		2028	150,000	-	-	-	-	-	-	-	-	191,442	-	-	-	-
Chipseal		2029	200,000	-	-	-	-	-	-	-	-	-	268,019	-	-	-
Chipseal		2030	200,000	-	-	-	-	-	-	-	-	-	-	281,420	-	-
Chipseal		2031	200,000	-	-	-	-	-	-	-	-	-	-	-	-	295,491
Signing		2024	20,000	-	-	-	-	21,000	-	-	-	-	-	-	-	-
Signing		2025	20,000	-	-	-	-	-	22,050	-	-	-	-	-	-	-
Signing		2026	20,000	-	-	-	-	-	-	23,153	-	-	-	-	-	-
Signing		2027	20,000	-	-	-	-	-	-	-	24,310	-	-	-	-	-
Signing		2028	20,000	-	-	-	-	-	-	-	-	25,526	-	-	-	-
Signing		2029	20,000	-	-	-	-	-	-	-	-	-	26,802	-	-	-
Signing		2030	20,000	-	-	-	-	-	-	-	-	-	-	28,142	-	-
Signing		2031	20,000	-	-	-	-	-	-	-	-	-	-	-	-	29,549
Loader		2024	97,100	-	-	-	-	97,100	-	-	-	-	-	-	-	-
Total Capital Projects				-	-	-	150,000	905,600	6,747,300	4,074,840	3,731,604	1,237,993	2,237,960	1,364,887	1,211,513	

EXHIBIT 11





EXHIBIT 12

**BALDWIN TOWNSHIP
COUNTY OF SHERBURNE
STATE OF MINNESOTA**

RESOLUTION NO. 23-44

**IN THE MATTER OF THE PETITION OF BALDWIN TOWNSHIP FOR
INCORPORATION PURSUANT TO MINNESOTA STATUTES § 414.02**

BE IT RESOLVED, by the Town Board of Supervisors of Baldwin Township, Sherburne County, Minnesota (“Township”) as follows:

WHEREAS, the Township is not included within the limits of any incorporated municipality and includes land that has been platted into lots and blocks in the manner provided by law; and

WHEREAS, the Township is not currently a party to an orderly annexation agreement under Minnesota Statute § 414.0325 with any city; and

WHEREAS, Minnesota Statutes Section § 414.02 provides the exclusive method of incorporating a municipality in the State of Minnesota; and

WHEREAS, the Minnesota Demographic Center has determined Baldwin Township’s 2022 population to be 7,042 residents; and

WHEREAS, the Township, is now, or is about to become, urban or suburban in character; and

WHEREAS, the Township currently possesses the necessary resources to provide for its economical and efficient operation as a municipality; and

WHEREAS, the existing Township form of government is not best suited to protect the public health, safety and welfare of its residents as the Township develops; and

WHEREAS, incorporation would be in the best interest of the Township; and

WHEREAS, the Township has adopted and enforces a comprehensive plan and zoning controls for the Township; and

WHEREAS, areas within the Township, are now, and will be in the future, the subject of urban and suburban scale development; and

WHEREAS, incorporation as a city would provide the Township with stable borders within which to efficiently plan for and deliver municipal services; and

WHEREAS, incorporation as a city would make the newly incorporated city eligible for Local Government Aid from the State; and

WHEREAS, incorporation as a city would make the newly incorporated city eligible for Municipal State Aid for streets; and

WHEREAS, incorporation as a city would significantly increase the economic development tools available to the Township, thus promoting economic development within the Township; and

WHEREAS, incorporation as a city would vest liquor licensing authority in the newly incorporated city, rather than with Sherburne County, resulting in increased local control of liquor licensing; and

WHEREAS, incorporation as a city would vest charitable gambling approval authority in the newly incorporated city, rather than with Sherburne County, resulting in increased local control of charitable gambling; and

WHEREAS, Baldwin Township is bordered on the northeast corner by Wyanett Township; on the north by the City of Princeton and Princeton Township; on the northwest corner by Greenbush Township; on the east by Spencer Brook Township; on its southeast corner by Stanford Township; on the south by Livonia Township, on the southwest corner by Orrock Township, and on the west by Blue Hill Township; and

WHEREAS, incorporation of the Township will have no adverse effect on communities adjacent to Baldwin, nor on school districts within and adjacent to the area; and

WHEREAS, the Township believes that incorporation into a city form of government will allow for the more efficient administration of the area within the Township, thus advancing the public health, safety and welfare; and

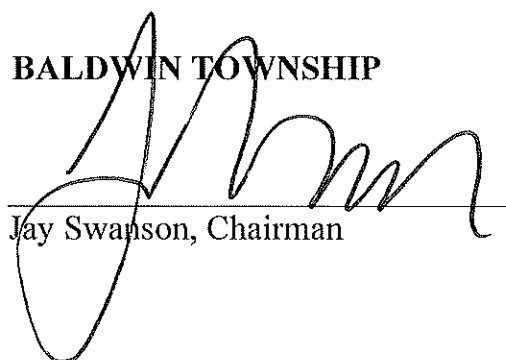
WHEREAS, the Town Board has determined that the name of the newly created City should be "Baldwin" which has been the name of the town since it was organized; and

THEREFORE, BE IT FURTHER RESOLVED that the Town Board of Supervisors of Baldwin Township, Sherburne County, Minnesota declares that:

1. Baldwin Township, through this Resolution, formally requests that the Office of Administrative Hearings, Municipal Boundary Adjustments, institute a public hearing pursuant to Minn. Stat. § 414.02, Subd. 2, and upon reviewing the evidence presented at such hearing, enter an order incorporating the Township of Baldwin as the City of Baldwin pursuant to Minn. Stat. § 414.02, Subd. 3.
2. That prior to the hearing on this matter the Office of Administrative Hearings notify all municipalities and political subdivisions abutting Baldwin Township, Sherburne County, and each planning agency which has jurisdiction over the affected area, all of which are listed on the attached Exhibit A which is herein incorporated by reference.
3. That the final order of the Office of Administrative Hearings establish the boundaries of the City of Baldwin at those as set forth on the attached Exhibit B "Proposed Legal Description of the Corporate Boundary of the City of Baldwin" and as shown on the attached Exhibit C "Proposed Corporate Boundary Map of the City of Baldwin" which are herein incorporated by reference.
4. That the final order of the Office of Administrative Hearings provides for election of municipal officers in accordance with Minn. Stat. § 414.09, Subd. 3 and for the ordering of an at-large election of city council members and mayor, and to provide that the plan of government shall be "Optional Plan A" with regular city elections thereafter in every even-numbered year.

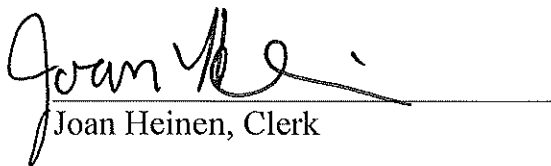
ADOPTED by the Town Board of Supervisors this 4th day of December, 2023.

BALDWIN TOWNSHIP



Jay Swanson, Chairman

ATTEST:



Joan Heinen, Clerk

EXHIBIT A

**JURISDICTIONS ENTITLED TO NOTICE OF BALDWIN TOWNSHIP'S
INCORPORATION PETITION:**

Greenbush Township

City of Princeton

Princeton Township

Wyanett Township

Spencer Brook Township

Stanford Township

Livonia Township

Orrock Township

Blue Hill Township

County of Sherburne

EXHIBIT B

PROPOSED LEGAL DESCRIPTION OF THE CORPORATE BOUNDARY OF THE CITY OF BALDWIN

Legal description of Baldwin Township, Sherburne County, Minnesota, proposed to be incorporated as the City of Baldwin:

All of the following Sections: 1, 2, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36 located in Township 35 north, Range 26 west, Sherburne County, Minnesota;

AND

Those portions of the following described sections:

All of Section 3, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- The west 1,650 feet of the NW 1/4 of Section 3, Township 35 North, Range 26 West, Sherburne County, Minnesota.
- That part of E 1/2 of SE 1/4, Section 4, and that part of SW 1/4, Section 3, described as follows: Commencing at southeast corner of Section 4, also southwest corner of Section 3; thence north along east line of said Section 4 (also west line of Section 3) for 1,200 feet to actual point of beginning; thence south 89 degrees 17 minutes west 1,200 feet along a line parallel to south line of Section 4; thence north 1,400 feet parallel to east line of Section 4; thence north 89 degrees 17 minutes east on a line parallel to south line of Section 4 1,200 feet to a point on east line of Section 4; thence north 89 degrees 46 minutes east 967 feet on a line parallel to south line of Section 3; thence south 15 degrees 27 minutes east 212.9 feet; thence south 41 degrees 28 minutes east 501.9 feet; thence south 27 degrees 55 minutes east 585 feet; thence south and parallel to west line of Section 3 300 feet; thence south 89 degrees 46 minutes west and parallel to south line of Section 3 1,620 feet to point of beginning. Except the NE 1/4 of SE 1/4, except therefrom that point which lies northerly of the south 1,235 feet and westerly of the east 1,200 feet; and that part of the SE 1/4 of SE 1/4 which lies within the boundary lines of a tract described above in document 92047, Sections 3 and 4, Township 35 North, Range 26 West, Sherburne County.

That part of Northeast Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, described as follows:

- That part of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, lying westerly of the westerly right of way line of 122nd Street.
- All of the Southwest Quarter of the Northeast Quarter of Section 4, except that part of the Southwest Quarter of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, described as follows: Beginning at the point of intersection of the East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, said Sherburne County, with the North line of said Southwest Quarter of the Northeast Quarter; thence Southerly, along said East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, a distance of 170.50 feet; thence Easterly, parallel with said North line of the Southwest Quarter of the Northeast Quarter, a distance of 311.00 feet; thence Southerly, parallel with said East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, a distance of 115.00 feet; thence Easterly, parallel with said North line of the Southwest Quarter of the Northeast Quarter, a distance of 66.00 feet; thence Northerly, parallel with said East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, a distance of 285.50 feet to the point of intersection with said North line of the Southwest Quarter of the Northeast Quarter; thence Westerly, along said North line of the Southwest Quarter of the Northeast Quarter, a distance of 377.00 feet to the point of beginning.

All of the Southeast Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- The Northeast Quarter of the Southeast Quarter of Section 4, Township 35 North, Range 26 West, except therefrom that part which lies northerly of the south 1,235 feet and westerly of the east 1,200 feet.
- That part of the south 1235 feet of the Northwest Quarter of the Southeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, EXCEPT the north 505 feet of the south 2472.5 feet of the west 604 feet of said Southeast Quarter and EXCEPT that part of said Northwest Quarter of the Southeast Quarter described as the north 730 feet of the south 1967.5 feet of the west 264 feet of said Southeast Quarter.
- That part of the Southwest Quarter of the Southeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, lying north of the south 297 feet thereof, EXCEPT the north 371 feet of the south 1204.05 feet of the west

264 feet of said South- west Quarter of the Southeast Quarter, and EXCEPT the south 412.5 feet of the west 264 feet of said Southwest Quarter of the Southeast Quarter, and EXCEPT the north 264 feet of the south 561 feet of the east 430 feet of said Southwest Quarter of the Southeast Quarter, and EXCEPT that part of the west 264 feet of said Southwest Quarter of the Southeast Quarter lying north of the south 1257.5 feet thereof.

- That part of the south 1200 feet of the Southeast Quarter of the Southeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, EXCEPT the east 400 feet of said Southeast Quarter of the Southeast Quarter, and EXCEPT the south 561 feet of the east 660 feet of the west 1900 feet of said Southeast Quarter.

All of the Southwest Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- That part of the Southwest Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, described as follows: Beginning at the northwest corner of said Southwest Quarter of Section 4; thence South on the west line of said Southwest Quarter a distance of 413 feet; thence East parallel with the north line of said Southwest Quarter of Section 4, to the westerly line of the railroad right-of-way as presently located and established; thence northerly along said westerly line of the railroad right-of-way to the north line of the said Southwest Quarter of Section 4; thence West on and along said north line to the point of beginning. Less and Except that part of the Northwest Quarter of the Southwest Quarter of Section 4, Township 35 North, Range 26 West, shown as Parcel 4370 on the plat designated as State Highway Right-Of-Way Plat Number 71-1 on file and of record in the office of the Register of Deeds in and for Sherburne County, Minnesota.
- Lot 7, Block 1, plat of Railside, Sherburne County, Minnesota
- Lot 1, Block 1, PUC Plat, Sherburne County, Minnesota.
- Lot 1, Block 1, plat of Railway Properties, Sherburne County, Minnesota.
- Outlot A, PUC Plat, Sherburne County, Minnesota.

All of the Southeast Quarter of Section 5, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- The Northwest Quarter of the Northwest Quarter of the South East Quarter of Section 5, Township 35 North, Range 26 West, Sherburne County, Minnesota.

All of the Southwest Quarter of Section 5, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- That part of the Northeast Quarter of the Southwest Quarter of Section 5 described as follows: beginning at the northeast corner of said Southwest Quarter, thence south a distance of 660 feet along the easterly line of the quarter section; thence west a distance of 200 feet parallel with the northerly line of said quarter section; thence north distant 660 feet parallel with the easterly line of said quarter section to the north line of said quarter section; thence east distant 200 feet along the northerly line of said quarter section to the point of beginning.

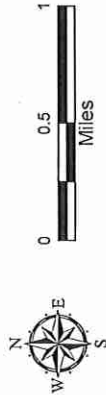
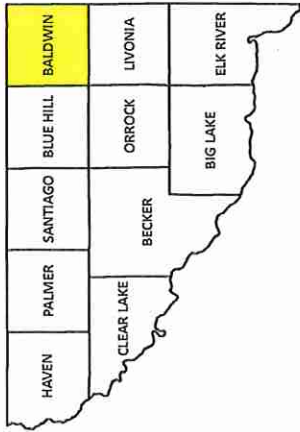
All of Section 9, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- Outlot A, PUC Plat, Sherburne County, Minnesota.
- That part of the North Half of the Northeast Quarter (N1/2 of NE1/4) of Section Nine (9), Township Thirty-five (35), Range Twenty-six (26), Sherburne County, Minnesota, described as follows: Beginning at a point on the North line of said Northeast Quarter of Section 9, Township 35, Range 26, which point is 800.02 feet East of the Northwest corner thereof; thence in a Southerly direction parallel with the West line of said Northeast Quarter to the South line of the North Half of the Northeast Quarter; thence in an Easterly direction along the South line of said North Half of the Northeast Quarter to the Southeast corner of the North Half of the Northeast Quarter of Section 9, Township 35, Range 26; thence in a Northerly direction along the East line of said Northeast Quarter of Section 9, Township 35, Range 26, to the Northeast corner thereof; thence in a Westerly direction along the North line of said Northeast Quarter to the point of beginning, according to the U.S. Government Survey thereof.

EXHIBIT C

**PROPOSED CORPORATE BOUNDARY MAP OF
THE CITY OF BALDWIN**

Proposed Map of the City of Baldwin



Legend

- City of Baldwin
- Proposed Corporate Limits
- Proposed City of Baldwin
- City of Princeton

TPC
The Planning Company

**Hakanson
Anderson**

DISCLAIMER: Baldwin Township does not warrant the accuracy nor the correctness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including loss of business, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed.

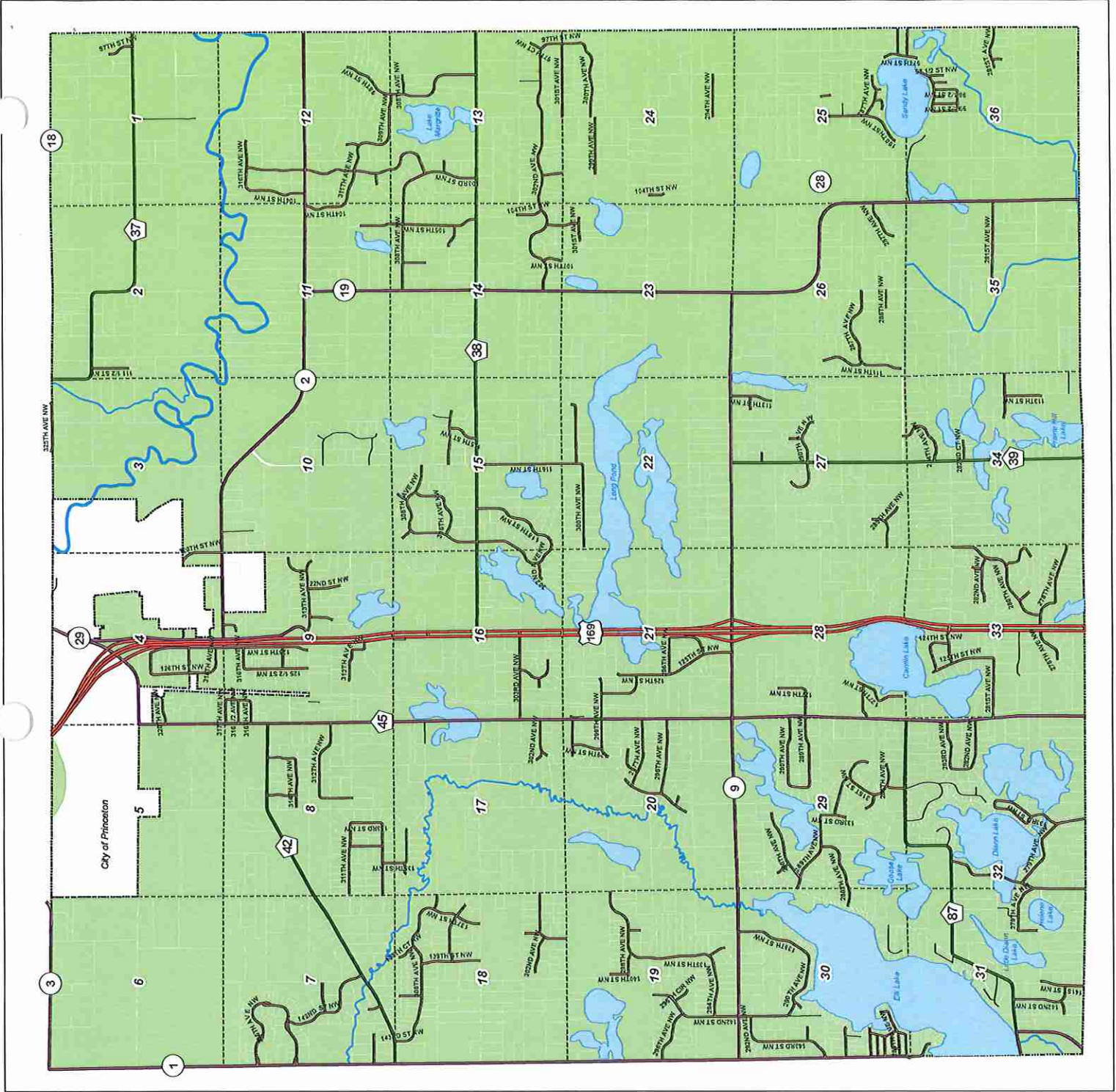


EXHIBIT 13

**BALDWIN TOWNSHIP
COUNTY OF SHERBURNE
STATE OF MINNESOTA**

RESOLUTION NO. 23-44

**IN THE MATTER OF THE PETITION OF BALDWIN TOWNSHIP FOR
INCORPORATION PURSUANT TO MINNESOTA STATUTES § 414.02**

BE IT RESOLVED, by the Town Board of Supervisors of Baldwin Township, Sherburne County, Minnesota (“Township”) as follows:

WHEREAS, the Township is not included within the limits of any incorporated municipality and includes land that has been platted into lots and blocks in the manner provided by law; and

WHEREAS, the Township is not currently a party to an orderly annexation agreement under Minnesota Statute § 414.0325 with any city; and

WHEREAS, Minnesota Statutes Section § 414.02 provides the exclusive method of incorporating a municipality in the State of Minnesota; and

WHEREAS, the Minnesota Demographic Center has determined Baldwin Township’s 2022 population to be 7,042 residents; and

WHEREAS, the Township, is now, or is about to become, urban or suburban in character; and

WHEREAS, the Township currently possesses the necessary resources to provide for its economical and efficient operation as a municipality; and

WHEREAS, the existing Township form of government is not best suited to protect the public health, safety and welfare of its residents as the Township develops; and

WHEREAS, incorporation would be in the best interest of the Township; and

WHEREAS, the Township has adopted and enforces a comprehensive plan and zoning controls for the Township; and

WHEREAS, areas within the Township, are now, and will be in the future, the subject of urban and suburban scale development; and

WHEREAS, incorporation as a city would provide the Township with stable borders within which to efficiently plan for and deliver municipal services; and

WHEREAS, incorporation as a city would make the newly incorporated city eligible for Local Government Aid from the State; and

WHEREAS, incorporation as a city would make the newly incorporated city eligible for Municipal State Aid for streets; and

WHEREAS, incorporation as a city would significantly increase the economic development tools available to the Township, thus promoting economic development within the Township; and

WHEREAS, incorporation as a city would vest liquor licensing authority in the newly incorporated city, rather than with Sherburne County, resulting in increased local control of liquor licensing; and

WHEREAS, incorporation as a city would vest charitable gambling approval authority in the newly incorporated city, rather than with Sherburne County, resulting in increased local control of charitable gambling; and

WHEREAS, Baldwin Township is bordered on the northeast corner by Wyanett Township; on the north by the City of Princeton and Princeton Township; on the northwest corner by Greenbush Township; on the east by Spencer Brook Township; on its southeast corner by Stanford Township; on the south by Livonia Township, on the southwest corner by Orrock Township, and on the west by Blue Hill Township; and

WHEREAS, incorporation of the Township will have no adverse effect on communities adjacent to Baldwin, nor on school districts within and adjacent to the area; and

WHEREAS, the Township believes that incorporation into a city form of government will allow for the more efficient administration of the area within the Township, thus advancing the public health, safety and welfare; and

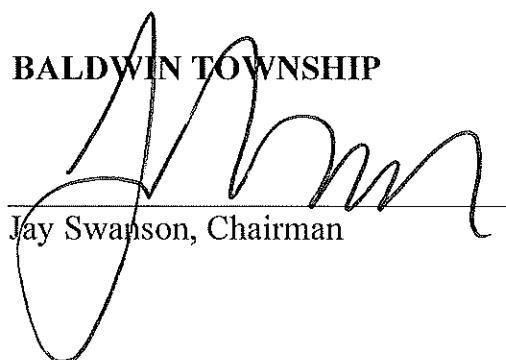
WHEREAS, the Town Board has determined that the name of the newly created City should be "Baldwin" which has been the name of the town since it was organized; and

THEREFORE, BE IT FURTHER RESOLVED that the Town Board of Supervisors of Baldwin Township, Sherburne County, Minnesota declares that:

1. Baldwin Township, through this Resolution, formally requests that the Office of Administrative Hearings, Municipal Boundary Adjustments, institute a public hearing pursuant to Minn. Stat. § 414.02, Subd. 2, and upon reviewing the evidence presented at such hearing, enter an order incorporating the Township of Baldwin as the City of Baldwin pursuant to Minn. Stat. § 414.02, Subd. 3.
2. That prior to the hearing on this matter the Office of Administrative Hearings notify all municipalities and political subdivisions abutting Baldwin Township, Sherburne County, and each planning agency which has jurisdiction over the affected area, all of which are listed on the attached Exhibit A which is herein incorporated by reference.
3. That the final order of the Office of Administrative Hearings establish the boundaries of the City of Baldwin at those as set forth on the attached Exhibit B "Proposed Legal Description of the Corporate Boundary of the City of Baldwin" and as shown on the attached Exhibit C "Proposed Corporate Boundary Map of the City of Baldwin" which are herein incorporated by reference.
4. That the final order of the Office of Administrative Hearings provides for election of municipal officers in accordance with Minn. Stat. § 414.09, Subd. 3 and for the ordering of an at-large election of city council members and mayor, and to provide that the plan of government shall be "Optional Plan A" with regular city elections thereafter in every even-numbered year.

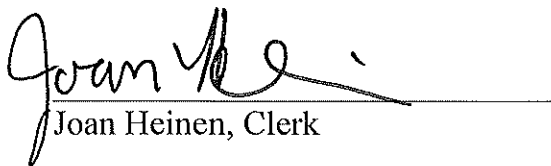
ADOPTED by the Town Board of Supervisors this 4th day of December, 2023.

BALDWIN TOWNSHIP



Jay Swanson, Chairman

ATTEST:



Joan Heinen, Clerk

EXHIBIT A

**JURISDICTIONS ENTITLED TO NOTICE OF BALDWIN TOWNSHIP'S
INCORPORATION PETITION:**

Greenbush Township

City of Princeton

Princeton Township

Wyanett Township

Spencer Brook Township

Stanford Township

Livonia Township

Orrock Township

Blue Hill Township

County of Sherburne

EXHIBIT B

PROPOSED LEGAL DESCRIPTION OF THE CORPORATE BOUNDARY OF THE CITY OF BALDWIN

Legal description of Baldwin Township, Sherburne County, Minnesota, proposed to be incorporated as the City of Baldwin:

All of the following Sections: 1, 2, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36 located in Township 35 north, Range 26 west, Sherburne County, Minnesota;

AND

Those portions of the following described sections:

All of Section 3, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- The west 1,650 feet of the NW 1/4 of Section 3, Township 35 North, Range 26 West, Sherburne County, Minnesota.
- That part of E 1/2 of SE 1/4, Section 4, and that part of SW 1/4, Section 3, described as follows: Commencing at southeast corner of Section 4, also southwest corner of Section 3; thence north along east line of said Section 4 (also west line of Section 3) for 1,200 feet to actual point of beginning; thence south 89 degrees 17 minutes west 1,200 feet along a line parallel to south line of Section 4; thence north 1,400 feet parallel to east line of Section 4; thence north 89 degrees 17 minutes east on a line parallel to south line of Section 4 1,200 feet to a point on east line of Section 4; thence north 89 degrees 46 minutes east 967 feet on a line parallel to south line of Section 3; thence south 15 degrees 27 minutes east 212.9 feet; thence south 41 degrees 28 minutes east 501.9 feet; thence south 27 degrees 55 minutes east 585 feet; thence south and parallel to west line of Section 3 300 feet; thence south 89 degrees 46 minutes west and parallel to south line of Section 3 1,620 feet to point of beginning. Except the NE 1/4 of SE 1/4, except therefrom that point which lies northerly of the south 1,235 feet and westerly of the east 1,200 feet; and that part of the SE 1/4 of SE 1/4 which lies within the boundary lines of a tract described above in document 92047, Sections 3 and 4, Township 35 North, Range 26 West, Sherburne County.

That part of Northeast Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, described as follows:

- That part of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, lying westerly of the westerly right of way line of 122nd Street.
- All of the Southwest Quarter of the Northeast Quarter of Section 4, except that part of the Southwest Quarter of the Northeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, described as follows: Beginning at the point of intersection of the East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, said Sherburne County, with the North line of said Southwest Quarter of the Northeast Quarter; thence Southerly, along said East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, a distance of 170.50 feet; thence Easterly, parallel with said North line of the Southwest Quarter of the Northeast Quarter, a distance of 311.00 feet; thence Southerly, parallel with said East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, a distance of 115.00 feet; thence Easterly, parallel with said North line of the Southwest Quarter of the Northeast Quarter, a distance of 66.00 feet; thence Northerly, parallel with said East line of STATE HIGHWAY RIGHT OF WAY PLAT NO. 71-2, a distance of 285.50 feet to the point of intersection with said North line of the Southwest Quarter of the Northeast Quarter; thence Westerly, along said North line of the Southwest Quarter of the Northeast Quarter, a distance of 377.00 feet to the point of beginning.

All of the Southeast Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- The Northeast Quarter of the Southeast Quarter of Section 4, Township 35 North, Range 26 West, except therefrom that part which lies northerly of the south 1,235 feet and westerly of the east 1,200 feet.
- That part of the south 1235 feet of the Northwest Quarter of the Southeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, EXCEPT the north 505 feet of the south 2472.5 feet of the west 604 feet of said Southeast Quarter and EXCEPT that part of said Northwest Quarter of the Southeast Quarter described as the north 730 feet of the south 1967.5 feet of the west 264 feet of said Southeast Quarter.
- That part of the Southwest Quarter of the Southeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, lying north of the south 297 feet thereof, EXCEPT the north 371 feet of the south 1204.05 feet of the west

264 feet of said South- west Quarter of the Southeast Quarter, and EXCEPT the south 412.5 feet of the west 264 feet of said Southwest Quarter of the Southeast Quarter, and EXCEPT the north 264 feet of the south 561 feet of the east 430 feet of said Southwest Quarter of the Southeast Quarter, and EXCEPT that part of the west 264 feet of said Southwest Quarter of the Southeast Quarter lying north of the south 1257.5 feet thereof.

- That part of the south 1200 feet of the Southeast Quarter of the Southeast Quarter of Section 4, Township 35, Range 26, Sherburne County, Minnesota, EXCEPT the east 400 feet of said Southeast Quarter of the Southeast Quarter, and EXCEPT the south 561 feet of the east 660 feet of the west 1900 feet of said Southeast Quarter.

All of the Southwest Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- That part of the Southwest Quarter of Section 4, Township 35 North, Range 26 West, Sherburne County, Minnesota, described as follows: Beginning at the northwest corner of said Southwest Quarter of Section 4; thence South on the west line of said Southwest Quarter a distance of 413 feet; thence East parallel with the north line of said Southwest Quarter of Section 4, to the westerly line of the railroad right-of-way as presently located and established; thence northerly along said westerly line of the railroad right-of-way to the north line of the said Southwest Quarter of Section 4; thence West on and along said north line to the point of beginning. Less and Except that part of the Northwest Quarter of the Southwest Quarter of Section 4, Township 35 North, Range 26 West, shown as Parcel 4370 on the plat designated as State Highway Right-Of-Way Plat Number 71-1 on file and of record in the office of the Register of Deeds in and for Sherburne County, Minnesota.
- Lot 7, Block 1, plat of Railside, Sherburne County, Minnesota
- Lot 1, Block 1, PUC Plat, Sherburne County, Minnesota.
- Lot 1, Block 1, plat of Railway Properties, Sherburne County, Minnesota.
- Outlot A, PUC Plat, Sherburne County, Minnesota.

All of the Southeast Quarter of Section 5, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- The Northwest Quarter of the Northwest Quarter of the South East Quarter of Section 5, Township 35 North, Range 26 West, Sherburne County, Minnesota.

All of the Southwest Quarter of Section 5, Township 35 North, Range 26 West, Sherburne County, Minnesota.

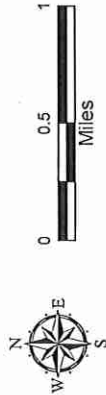
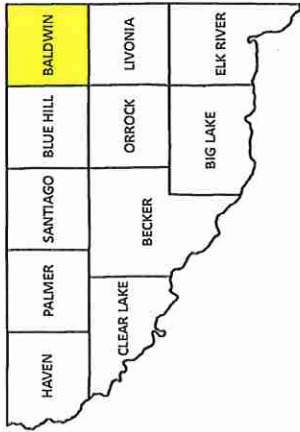
All of Section 9, Township 35 North, Range 26 West, Sherburne County, Minnesota, EXCEPT therefrom the following properties:

- Outlot A, PUC Plat, Sherburne County, Minnesota.
- That part of the North Half of the Northeast Quarter (N1/2 of NE1/4) of Section Nine (9), Township Thirty-five (35), Range Twenty-six (26), Sherburne County, Minnesota, described as follows: Beginning at a point on the North line of said Northeast Quarter of Section 9, Township 35, Range 26, which point is 800.02 feet East of the Northwest corner thereof; thence in a Southerly direction parallel with the West line of said Northeast Quarter to the South line of the North Half of the Northeast Quarter; thence in an Easterly direction along the South line of said North Half of the Northeast Quarter to the Southeast corner of the North Half of the Northeast Quarter of Section 9, Township 35, Range 26; thence in a Northerly direction along the East line of said Northeast Quarter of Section 9, Township 35, Range 26, to the Northeast corner thereof; thence in a Westerly direction along the North line of said Northeast Quarter to the point of beginning, according to the U.S. Government Survey thereof.

EXHIBIT C

**PROPOSED CORPORATE BOUNDARY MAP OF
THE CITY OF BALDWIN**

Proposed Map of the City of Baldwin



Legend

- City of Baldwin
- Proposed Corporate Limits
- Proposed City of Baldwin
- City of Princeton

TPC
The Planning Company

**Hakanson
Anderson**

DISCLAIMER: Baldwin Township does not warrant the accuracy nor the correctness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including loss of business, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed.

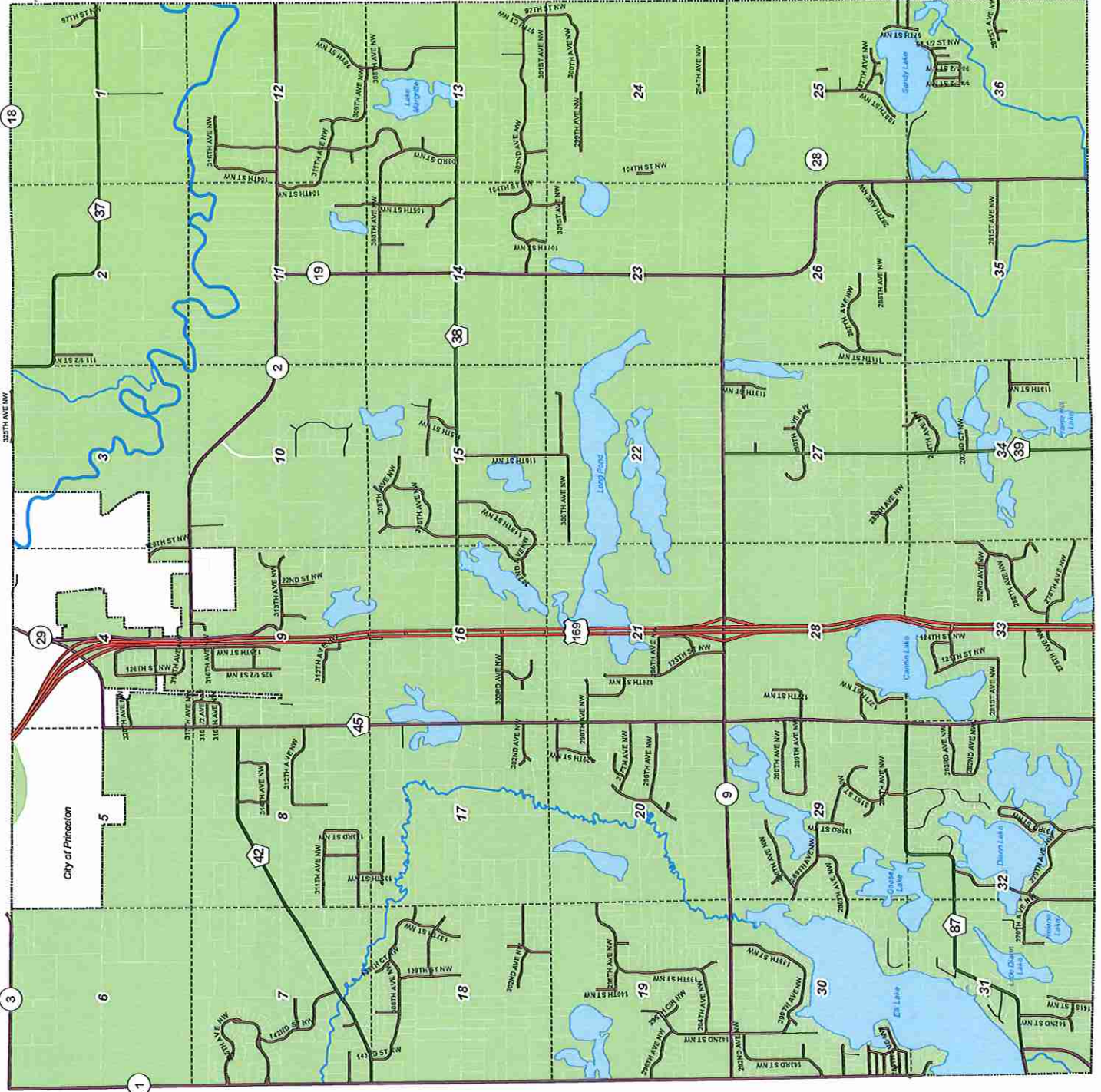


EXHIBIT 14

**GREENBUSH TOWNSHIP
COUNTY OF MILLE LACS
STATE OF MINNESOTA**

RESOLUTION NO. GB 24 0130

**RESOLUTION SUPPORTING INCORPORATION
OF BALDWIN TOWNSHIP**

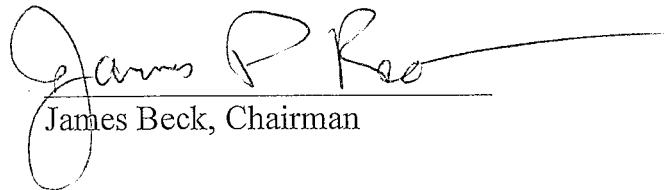
WHEREAS, Baldwin Township intends to incorporate pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Greenbush Township abuts the “affected territory” of Baldwin Township and has been given notice of the proposed incorporation pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Baldwin Township has requested that Greenbush Township indicate its support of Baldwin Township’s incorporation.

NOW THEREFORE BE IT RESOLVED by the Town Board of Greenbush Township that Greenbush Township supports the proposed incorporation of Baldwin Township as a City.

This resolution was adopted this 30 day of JAN 2024 by the Town Board of Greenbush Township.


James Beck, Chairman

ATTEST:


Darrel Shelley, Clerk

ORROCK TOWNSHIP
COUNTY OF SHERBURNE
STATE OF MINNESOTA

RESOLUTION NO. 2024-09

RESOLUTION SUPPORTING INCORPORATION
OF BALDWIN TOWNSHIP


WHEREAS, Baldwin Township intends to incorporate pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Orrock Township abuts the “affected territory” of Baldwin Township and has been given notice of the proposed incorporation pursuant to Minnesota Statutes § 414.02; and

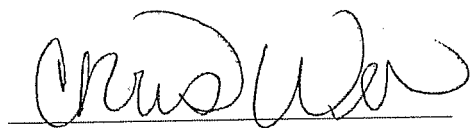
WHEREAS, Baldwin Township has requested that Orrock Township indicate its support of Baldwin Township’s incorporation.

NOW THEREFORE BE IT RESOLVED by the Town Board of Orrock Township that Orrock Township supports the proposed incorporation of Baldwin Township as a City.

This resolution was adopted this 24 day of January 2024 by the Town Board of Orrock Township.


Bryan Adams, Chairman

ATTEST:


Chris Weber, Clerk

PRINCETON TOWNSHIP
COUNTY OF MILLE LACS
STATE OF MINNESOTA

RESOLUTION NO. 2024-1

RESOLUTION SUPPORTING INCORPORATION
OF BALDWIN TOWNSHIP

WHEREAS, Baldwin Township intends to incorporate pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Princeton Township abuts the “affected territory” of Baldwin Township and has been given notice of the proposed incorporation pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Baldwin Township has requested that Princeton Township indicate its support of Baldwin Township’s incorporation.

NOW THEREFORE BE IT RESOLVED by the Town Board of Princeton Township that Princeton Township supports the proposed incorporation of Baldwin Township as a City.

This resolution was adopted this 16 day of JANUARY 2024 by the Town Board of Princeton Township.



Gene Stoeckel, Chairman

ATTEST:



~~Doug Dahl, Clerk~~

SAMANTHRA FOTH

**BLUE HILL TOWNSHIP
COUNTY OF SHERBURNE
STATE OF MINNESOTA**

RESOLUTION NO. 24-01

**RESOLUTION SUPPORTING INCORPORATION
OF BALDWIN TOWNSHIP**


WHEREAS, Baldwin Township intends to incorporate pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Blue Hill Township abuts the “affected territory” of Baldwin Township and has been given notice of the proposed incorporation pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Baldwin Township has requested that Blue Hill Township indicate its support of Baldwin Township’s incorporation.

NOW THEREFORE BE IT RESOLVED by the Town Board of Blue Hill Township that Blue Hill Township supports the proposed incorporation of Baldwin Township as a City.

This resolution was adopted the 8 day of January 2024 by the Town Board of Blue Hill Township.


Matthew Sullivan Chairman

ATTEST:


Marlene Nelson, Clerk

LIVONIA TOWNSHIP
COUNTY OF SHERBURNE
STATE OF MINNESOTA

RESOLUTION NO. 24-01

RESOLUTION SUPPORTING INCORPORATION
OF BALDWIN TOWNSHIP


WHEREAS, Baldwin Township intends to incorporate pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Livonia Township abuts the “affected territory” of Baldwin Township and has been given notice of the proposed incorporation pursuant to Minnesota Statutes § 414.02; and

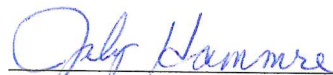
WHEREAS, Baldwin Township has requested that Livonia Township indicate its support of Baldwin Township’s incorporation.

NOW THEREFORE BE IT RESOLVED by the Town Board of Livonia Township that Livonia Township supports the proposed incorporation of Baldwin Township as a City.

This resolution was adopted this 22nd day of January 2024 by the Town Board of Livonia Township.


_____, Chairman

ATTEST:



Jody Hammre, Clerk

SPENCER BROOK TOWNSHIP
COUNTY OF ISANTI
STATE OF MINNESOTA

RESOLUTION NO. 21224

RESOLUTION SUPPORTING INCORPORATION
OF BALDWIN TOWNSHIP


WHEREAS, Baldwin Township intends to incorporate pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Spencer Brook Township abuts the “affected territory” of Baldwin Township and has been given notice of the proposed incorporation pursuant to Minnesota Statutes § 414.02; and

WHEREAS, Baldwin Township has requested that Spencer Brook Township indicate its support of Baldwin Township’s incorporation.

NOW THEREFORE BE IT RESOLVED by the Town Board of Spencer Brook Township that Spencer Brook Township supports the proposed incorporation of Baldwin Township as a City.

This resolution was adopted this 12 day of February 2024 by the Town Board of Spencer Brook Township.


Gerald Frascione, Chairman

ATTEST:

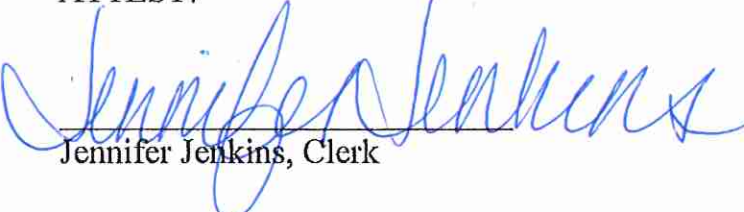

Jennifer Jenkins, Clerk



EXHIBIT 15

BALDWIN TOWNSHIP ANNUAL MEETING AGENDA

MARCH 14th, 2023, 8:01 p.m.

BALDWIN TOWNSHIP MAINTENANCE BUILDING

30239 – 128TH STREET, PRINCETON, MN

- I. Call to Order
- II. Pledge of Allegiance
- III. Appointment of Moderator
- IV. Additions/Corrections to Agenda
- V. Approve Agenda
- VI. Approve Dispensing with the Reading of the March 8th, 2022 Annual Meeting Minutes
- VII. Approve March 8th, 2022 Annual Meeting Minutes
- VIII. Reading of Board of Audit Report as Posted
- IX. 2022 Treasurer's Report/2022 Audit (if available)/2022 Recap
- X. Election Results (if available). Board of Canvass meets immediately following the Annual Meeting to officially certify the election results
- XI. 2023 Projects
- XII. 2024 Budget/Levy Proposal – Supervisor Jay Swanson
- XIII. Fire Department Report – Chief Scott Case
- XIV. Baldwin Park Committee Progress Report – Supervisor Tom Rush
- XV. Planning Commission Update – Supervisor Bryan Lawrence
- XVI. Road Report – Supervisor Tom Rush
- XVII. Approve 2024 Budget/Levy
- XVIII. General Discussion of Items of Concern
- XIX. Legal Publisher/Depository/Public Postings
- XX. Motion to Set 2024 Annual Meeting, 2nd Tuesday in March, 2024, 8:01 p.m., Baldwin Township Maintenance Garage
- XXI. Adjourn/Recess

Exhibits needed:

2023 Budget

2024 Budget

2025 Budget

2022 Financial statements

2023 Annual meeting agenda

Township comprehensive plan

Township zoning map

Special assessment policy (if adopted)

Other Township policies

Minnesota Demographer's Office 2022 population estimate

Capital Improvement Plan

Fire Services Agreement with Blue Hill Township

EXHIBIT 16

MEMORANDUM OF UNDERSTANDING BETWEEN SHERBURNE COUNTY AND BALDWIN TOWNSHIP

WHEREAS, Sherburne County ("County") is authorized to carry out planning and zoning activities in the unincorporated areas of the County pursuant to Minn. Stat. § 394.23; and

WHEREAS, the Sherburne County Zoning Ordinance was originally adopted in 1971 and has been amended from time-to-time; and

WHEREAS, the Baldwin Township ("Township") Zoning Ordinance was originally adopted in 2006 and has been amended from time-to-time effective for all unincorporated areas of the Township; and

WHEREAS, the Baldwin Township Subdivision Ordinance was originally adopted in 2005 and has been amended from time-to-time effective for all unincorporated areas of the Township; and

WHEREAS, the Township desires to assume general land use, subdivision, and zoning responsibilities for its jurisdiction pursuant to Minn. Stat. § 394.33; and

WHEREAS, the Township has adopted a Zoning Map and has amended its Zoning and Subdivisions Ordinances with an effective date of June 20, 2022; and

WHEREAS, the Township will also enforce Shoreland, Floodplain and Wild and Scenic regulations in a manner consistent with State law; and

WHEREAS, the County and the Township desire to enter into this Agreement to facilitate cooperation in administering zoning and land use permits within Baldwin Township, to ensure consistency in administering the ordinances, and to define the duties and responsibilities of the County and the Township relating to land use issues for the benefit of the public.

NOW, THEREFORE, IT IS AGREED by the County and the Township that Baldwin Township shall be the zoning authority for all unincorporated areas of the Township as provided in this Agreement.

IT IS FURTHER AGREED that the County and the Township shall administer their land use controls as follows:

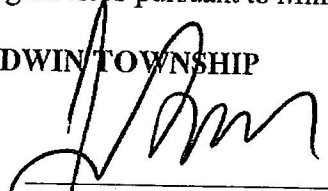
1. Except as specifically provided in this Agreement, the Township shall be responsible for administering land use applications, issuing land use permits and assuring zoning and subdivision compliance within the Township.
2. The County shall be responsible for administering regulations relating to Wetland Conservation, including Minnesota Rule 8420, within the Township.

- a. The County shall provide the Township with a list of parcels that may include wetlands. The Parties acknowledge that this is not intended to be an exhaustive list of all properties that may include wetlands and that additional wetlands may form on properties in the future.
 - b. The Township shall require that for any property included within a proposed plat that may include a wetland, the property owner must provide the County and the Township with a wetland delineation that must be approved by the County before preliminary plat approval. If wetland impacts are proposed, the Township must also require that the property owner receive wetland impact/replacement approval from the County prior to preliminary plat approval.
 - c. The Township shall not issue any building permit for any property that includes a wetland until the property owner has received a land use permit from the County to ensure compliance with applicable wetland regulations.
3. The Township shall provide the County with notice of any public hearing relating to a proposed zoning or subdivision ordinance change at least ten (10) days before the public hearing.
 4. The County shall provide the Township with notice of any public hearing relating to a proposed zoning or subdivision ordinance change at least ten (10) days before the public hearing.
 5. The Township shall promptly notify the County Engineer when it receives an application for any variance to a setback requirement to any County right-of-way, including any road, trail or drainageway under the County's jurisdiction, and shall not consider the variance without first providing a minimum of fifteen (15) business days for the County Engineer to provide written comments on the variance request. If the variance is approved, the Township shall provide the County with a copy of its decision within fifteen (15) business days.
 6. The Township shall promptly notify the County Engineer when it receives an application for any subdivision of land or any conditional or interim use permit for property abutting any County road or for any subdivision of land or any conditional or interim use permit that may impact any County drainage way and shall not consider the application without first providing a minimum of fifteen (15) business days for the County Engineer to provide written comments on the application. If the application is approved, the Township shall provide the County with a copy of its decision within fifteen (15) business days.
 7. The Township will require a property owner to obtain a driveway access permit from the County before issuing a building permit for any property proposing to obtain access from a County road.

8. The County and the Township agree that they will not issue building permits (including for any deck, garage, addition or accessory structure) and will not approve any variance, plat or other land use permit (including any conditional or interim use permit) within their jurisdiction until the property's Sewage Treatment System ("STS") has first been certified as complying with State STS regulations and the County's or Township's STS regulations, as applicable. The County and the Township further agree that they will work to coordinate their respective processes for regulating STS within their respective jurisdictions to ensure compliance with Minnesota Rule 7082.
9. Upon request, the Township shall provide the County with copies of any land use permits issued by the Township after the effective date of this Agreement.
10. The Township shall provide the County with thirty (30) days written notice of its intent to dispose of any records relating to any zoning or subdivision applications, or applications for any land use permit, including any conditional use permit, interim use permit or variance to afford the County the opportunity to obtain a copy of the documents for its records.
11. In the event that either the County or the Township amends its zoning or subdivision ordinance, the parties shall review this Agreement for potential changes that may be necessary due to such amendments.
12. The Township will be responsible for administering stormwater management and erosion controls for land disturbing activities within the Township.
13. The Township will enforce Shoreland, Floodplain and Wild and Scenic regulations in a manner consistent with State law.
14. Except as specifically provided in this Agreement, as of June 20, 2022, the County shall not be responsible for inspection, enforcement or administration of zoning ordinances, subdivision ordinances, or building codes, including SSTS regulations, within the Township, unless the County and the Township enter into an agreement for planning and zoning services pursuant to Minn. Stat. § 394.32.

BALDWIN TOWNSHIP

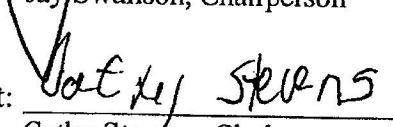
By:


Jay Swanson, Chairperson

Date:

9-19-2022

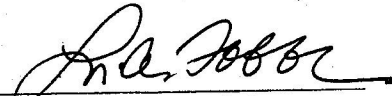
Attest:


Cathy Stevens, Clerk

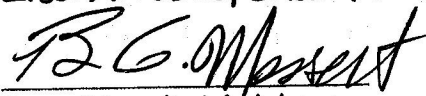
Date:

9-19-22

SHERBURNE COUNTY

By: 
~~Barbara Burandt, Chairperson~~
Lisa A. Fobbe, Chairperson

Date: 5/2/23

Attest: 
Bruce Messelt, Administrator

Date: 5/02/23

EXHIBIT 17

BALDWIN TOWNSHIP

RESOLUTION NO. 14-15

RESOLUTION ACCEPTING RECOMMENDATION OF BALDWIN PLANNING COMMISSION AND ADOPTING BALDWIN TOWNSHIP COMMUNITY COMPREHENSIVE PLAN

WHEREAS, the Board of Supervisors of Baldwin Township has continued to see new growth and development within the Township over the past five-seven years; and

WHEREAS, the Township of Baldwin has begun to consider the issues and problems associated with said growth; and

WHEREAS, the Baldwin Township Board wishes to work with their residents and has discussed Planning to manage said growth within their Township boundaries; and

WHEREAS, the Township of Baldwin has statutory authority to do planning and zoning under Minnesota Statutes § 462; and

WHEREAS, the Baldwin Township Board of Supervisors established the Baldwin Township Planning Commission on the 7th day of March, 2011, under Ordinance 200 – An Ordinance Establishing A Planning Commission, to deal with the planning and growth issues in the Baldwin Township community, pursuant to M.S. § 462, and , and;

WHEREAS, the Baldwin Township Planning Commission has held the required statutory Hearing on the 9th day of July, 2014, at 7:00 p.m. at the Baldwin Town Hall located at 30239 – 128th Street, Princeton, MN, and;

WHEREAS, the Baldwin Township Planning Commission has reviewed all comments and made the necessary changes and recommends adoption of the Baldwin Township Comprehensive Community Plan to the Town Board;

NOW THEREFORE, BE IT RESOLVED by the Town Board of Supervisors of Baldwin Township, Sherburne County, Minnesota:

That the Baldwin Township Board of Supervisors does hereby accept the Baldwin Township Planning Commission's recommendation to adopt the Baldwin Township Community Comprehensive Plan which shall be effective and in force after adoption of this Resolution.

BE IT FURTHER RESOLVED by the Town Board of Supervisors of Baldwin Township, Sherburne County, Minnesota;

That the Baldwin Town Board of Supervisors instructs the Baldwin Planning Commission Secretary to do the following:

1. Make the necessary final copies of the Baldwin Township Community Comprehensive Plan and distribute them accordingly to the required governmental entities.
2. That a final formal copy be placed on file with the Baldwin Township Clerk/Treasurer and another formal copy be placed with the Baldwin Planning Commission Secretary.

The motion for the adoption of the foregoing resolution was made by Supervisor Atwood, seconded by Supervisor Handshoe and upon a vote being taken thereon was duly passed.

AYES: Atwood, Handshoe, Holm, Rush.

NAYS: NONE.

ABSTAINED: NONE.

ABSENT: Swanson.

ADOPTED by the Baldwin Town Board of Supervisors this 4 day of AUGUST, 2014.

BALDWIN TOWNSHIP

Tom Rush

~~Jay Swanson~~, Chairman (VICE)

TOM RUSH

Attest:

Cathy Stevens
Cathy Stevens, Clerk/Treasurer

EXHIBIT 18

AGREEMENT

This contract is made and entered into this 1st day of January 2024 (“Anniversary Date”) between Baldwin Township, Sherburne County, Minnesota, a political subdivision of the State of Minnesota (“Baldwin”), and Blue Hill Township, Sherburne County, a political subdivision of the State of Minnesota (“Blue Hill”).

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Blue Hill agrees to purchase from Baldwin, and Baldwin agrees to provide to Blue Hill, fire services including, but not limited to, the ones listed below:

Structural Firefighting, Grass/Forest Firefighting, Vehicle Firefighting, Carbon Monoxide/Smoke Alarm Calls, Hazardous Material Response, Vehicle & Equipment Extraction, General Search and Rescue, Confined Space Rescue, High Level Rescue, Grain Bin Entrapment, Fire Code Enforcement, Emergency Medical Services.

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of Baldwin shall not be deemed a breach of this contract.
 - b. **No Guarantee.** The parties understand and agree Baldwin will endeavor to reasonably provide the services indicated above given the circumstances, but Baldwin makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard. Baldwin and its Town Board, Fire Department, officers, employees, and volunteers shall not be liable to Blue Hill or any other person for failure to furnish assistance under this contract or for recalling assistance.
2. **Payment.** Blue Hill agrees to pay Baldwin annually during the term of this contract the Payment Amount determined annually. The Payment Amount for 2024

will be \$55,000. Baldwin shall invoice and Blue Hill shall pay the bill in two equal semi-annual installments due on the fifteenth day of January and the fifteenth day of June.

Starting January 1, 2025, the Payment Amount will be based on the following formula:

The following percentages relate specifically to Blue Hill Township in relation to the entire territory to which Baldwin FD provides emergency services as the primary service provider (e.g., the entire Baldwin Township area, Blue Hill Township Service Territory, and all or any portions of other cities, towns, or unorganized territories included in Baldwin Fire Department's primary service area).

Number of emergency service calls to Blue Hill Township averaged over the last 3 years: _____%

Market Value of all taxable and non-taxable structures for the year preceding the year in which service is provided: _____%

Population: _____%

Total: _____% / 3 = _____% of Blue Hill Allocation.

Total Fire Department Annual Costs (Fire Fund+ Fire Capital Fund) for the year preceding the year in which service is provided: \$ _____

\$ _____ X _____% = \$ _____
Fire Budget Blue Hill Cost Allocation Payment Amount

For the purposes of this formula:

- A. Population shall be determined by the most current state demographers' estimate available at the time the Payment Amount is determined.
- B. Fire Department Annual Costs shall consist of all of the expenditures for the calendar year prior to the year of delivery of fire services of the Fire Fund which is the 250 Fire fund, and the monies transferred into the Fire

Capital Fund which is the 401 Capital Projects Fire fund, in the calendar year prior to the year of delivery of fire services. The Fire Capital Fund shall not include any portion of costs related to: 1) the purchase of fire trucks, 2) new fire hall construction, fire hall additions, remodeling, fire hall maintenance, or fire hall land acquisition or 3) debt service related to any of these items. Baldwin shall not transfer money from either its Fire fund or its Capital Projects Fire fund to any other Township fund.

C. Examples of the 2023 Fire Fund Budget and Fire Capital Fund Budget are attached hereto as Appendices B and C for illustrative purposes.

D. Blue Hill Township and Baldwin Township agree that Blue Hill's Payment Amount shall be capped at an annual increase of no more than 10% over the previous year's Payment Amount. The Payment Amount will be discussed during the Annual Meeting of Parties.

3. **Emergency Service Charge.** Blue Hill, in its sole discretion, may exercise its authority to impose and collect an emergency service charge on those persons and properties receiving emergency services, including fire services, within Blue Hill. Baldwin shall have no right to, or interest in, any service fees collected by Blue Hill. If Blue Hill imposes an emergency service charge it shall provide Baldwin with a list of the specific types of information, it determines it needs collected in order to successfully impose and collect the charge. Baldwin shall make a good faith effort to collect the requested information for each service call to Blue Hill and promptly provide Blue Hill with the information it collected.

Baldwin Fire Department reserves the right to charge for the cost of resources (such as foam and other consumables) when responding to incidents that result in a citation.

4. **Annual Meeting of Parties.** Blue Hill and Baldwin shall hold at least one joint meeting annually during term of this contract at least 90 days before its anniversary date to settle Payment Amount for the upcoming year, to discuss Blue Hill's satisfaction with the service provided during the year, and to discuss such other issues as either party deems relevant to this contract. The meeting shall be held separately from any regular Blue Hill or Baldwin meeting and shall be attended by at least a quorum of each party's governing body.

5. **Service Territory.** Baldwin shall provide fire services as indicated in this contract to the area in Blue Hill described below and/or as indicated on a map which is

attached hereto as Appendix A and made part of this contract. The identified area shall constitute the Blue Hill's Service Territory for the purposes of this contract.

6. **Term.** This contract shall commence on the effective date indicated above and shall expire 5 years from that date unless terminated earlier as provided herein. This contract thereafter shall continue for successive years on like terms unless either of the parties give written notice to the other to terminate the same as provided in this contract.
7. **Ownership.** Baldwin owns the buildings and equipment associated with the Fire Department and the amounts paid by Blue Hill for service do not give rise to any ownership interest in, or responsibility toward those items.
8. **Baldwin's Responsibilities.** In addition to any other obligations described herein, Baldwin shall:
 - a. Authorize and direct the Baldwin fire department to provide the fire services described herein to Blue Hill's Service Territory.
 - b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to Blue Hill along with sufficient information to explain the items included in the budget figures.
 - c. Upon Blue Hill's request, provide Blue Hill with access to financial and cost data related to the fire department for five years prior to the current service year.
 - d. Disclose to Blue Hill any proposed action Baldwin, or the fire department intends to take that can reasonably be expected to affect the Insurance Services Office Fire Protection Grade in the Service Territory or Baldwin's ability to provide the fire services indicated above; and
 - e. Promptly disclose to Blue Hill any information Baldwin can reasonably anticipate will directly affect its ability to perform its obligations under this contract.
9. **Blue Hill's Responsibilities.** In addition to any other obligations described herein, Blue Hill shall:

- a. Promptly pay Baldwin the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early.
 - b. Promptly disclose to Baldwin any information Blue Hill can reasonably anticipate will directly affect its ability to perform its obligations under this contract; and
 - c. It is understood and agreed Blue Hill shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues. It is further agreed Blue Hill has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.
10. **Insurance Requirements.** Baldwin shall maintain general liability insurance for its services and shall include Blue Hill as an additional insured for the term of this contract and any extensions thereof. Baldwin shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. Baldwin shall also maintain inland marine, automobile, and property insurance coverages. Baldwin shall also maintain workers' compensation coverage as required by law. Baldwin shall provide Blue Hill proof of such insurance coverages and the additional insured endorsement naming the Blue Hill annually by the anniversary date of this contract.
11. **Indemnification.** Baldwin agrees, to the fullest extent permitted by law to indemnify and hold Blue Hill harmless from any damage, liability, or cost (including reasonable attorneys' fees and cost of defense) to the extent caused by the Baldwin's negligence, whether acts, errors or omissions, in the performance of services under this contract and those of its contractors, subcontractors, consultants or agents and arising from the provision of services under this contract.

Blue Hill agrees, to the fullest extent permitted by law to indemnify and hold the Baldwin harmless from any damage, liability or cost (including reasonable

attorneys' fees and cost of defense) to the extent caused by the Blue Hill's negligence, whether acts, errors or omissions, in the performance of services under this contract and those of its contractors, subcontractors, consultants or agents and arising from the provision of services under this contract.

Baldwin is not obligated to indemnify Blue Hill in any manner whatsoever for Blue Hill's own negligence. Blue Hill is not obligated to indemnify Baldwin in any manner whatsoever for Baldwin's own negligence.

Under no circumstances shall either Baldwin or Blue Hill, separately or together, be required to pay on behalf of itself and other parties, any aggregate amounts in excess of the limits on liability established by Minnesota Statutes, Chapter 466.

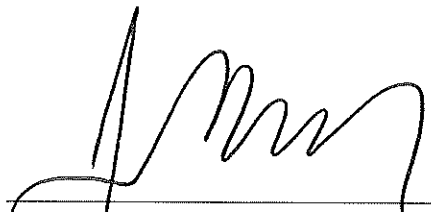
12. **Damage to Baldwin's Equipment and Insurance.** Baldwin shall make no claim against Blue Hill for damage to Baldwin's equipment or personal property while Baldwin is providing services to Blue Hill. Baldwin will carry workers' compensation and liability insurance against claims by its firefighters for personal injuries sustained while providing services in Blue Hill pursuant to this contract; and further will carry liability insurance saving both parties harmless so far as negligent acts of the firefighters in the employ of Baldwin are concerned.
13. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.
14. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this contract are valid unless reduced to writing, signed by both Baldwin and Blue Hill, and attached hereto.
15. **Subcontracting & Assignment.** Baldwin shall not subcontract or assign any portion of this contract to another without prior written permission from Blue Hill. Services provided to Blue Hill pursuant to a mutual aid agreement Baldwin has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Blue Hill so long as Baldwin remains primarily responsible for providing fire services to Blue Hill's Service Territory.
16. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this contract by personally serving written notice of termination on the other party at least one year

prior to the date of early termination of this Agreement. This contract shall terminate on December 31st of the year after such written termination notice is provided or specifies a later date of termination in the notice, provided such later date ends on December 31st. Notwithstanding the foregoing, If Blue Hill fails to pay for the service according to the schedule established herein, Baldwin shall provide written notice to Blue Hill that said payment is overdue and Blue Hill shall have 30 days from the delivery of such written notice to make said payment. In the event Blue Hill fails to make said payment within such 30 day period, Baldwin may terminate this contract 30 days from the date of personal service of a written termination notice. Notices to each respective party shall be served on its respective Town Clerk by hand delivering such notice or by sending such notice via Certified U.S. Mail. If mailed notice is used, the notice shall be deemed provided to the other party upon actual receipt of said notice.

17. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating a joint powers agreement, joint venture, or joint enterprise between the parties.
18. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
19. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.
20. **Audit Disclosure.** Pursuant to Minnesota Statute, Section 16C.05, Subd. 5, the books, records, documents and accounting procedures and practices of Baldwin relevant to this contract are subject to examination by Blue Hill and either the Legislative Auditor or the State Auditor for a period of six years after the effective date of this contract.

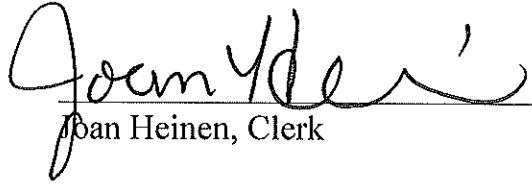
IN WITNESS WHEREOF, the respective parties have caused this instrument to be executed on the date first above written by respective officers of each township.

BALDWIN TOWNSHIP



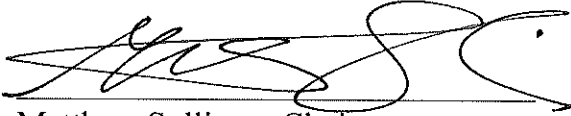
Jay Swanson, Chairperson

ATTEST:



Joan Heinen, Clerk

BLUE HILL TOWNSHIP



Matthew Sullivan, Chairperson

ATTEST:



Marlene Nelson, Clerk

Appendix A- See attached Blue Hill Service Area Map

Appendix B—Fire Fund Budget

Appendix C—Fire Capital Fund Budget

Exhibit B

Account Descr	2022 Amt	2022 Budget	2023 YTD Amt	2023 Budget	2024 Budget	UnderLine
41700 Office Supplies	\$0.00	\$0.00	\$25.49	\$0.00	\$0.00	
49010 Cemetery						
E 225-49010-100 Wages and Salaries	\$393.00	\$0.00	\$700.00	\$0.00	\$1,000.00	
E 225-49010-110 Other Pay	\$0.00	\$650.00	\$0.00	\$650.00	\$0.00	
E 225-49010-122 FICA Contributions	\$21.90	\$112.00	\$43.40	\$112.00	\$100.00	
E 225-49010-125 Medicare Contributions	\$5.17	\$26.00	\$10.17	\$26.00	\$25.00	
E 225-49010-126 Federal Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-127 State Tax Withheld	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-150 Workers Compensation	\$0.00	\$211.00	\$0.00	\$211.00	\$0.00	
E 225-49010-220 Repair & Maint. Supplies	\$248.03	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-225 Landscaping Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-300 Professional Services	\$300.00	\$0.00	\$985.00	\$0.00	\$500.00	
E 225-49010-303 Engineering Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-332 Mileage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-334 Fuel	\$0.00	\$110.00	\$51.35	\$110.00	\$100.00	
E 225-49010-362 Property Insurance	\$31.00	\$44.00	\$51.00	\$44.00	\$50.00	
E 225-49010-401 Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-411 Snowplowing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-420 Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 225-49010-431 Bank Service Charge	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
49010 Cemetery	\$999.10	\$1,153.00	\$1,840.92	\$1,153.00	\$1,775.00	
225 Cemetery	\$3,406.71	\$2,633.10	\$3,992.29	\$2,633.10	\$4,145.00	
250 Fire						
41940 General Govt Buildings						
E 250-41940-413 Office Equipment	\$163.52	\$0.00	\$0.00	\$0.00	\$0.00	
41940 General Govt Buildings	\$163.52	\$0.00	\$0.00	\$0.00	\$0.00	
42000 PUBLIC SAFETY						
E 250-42000-580 Other Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
42000 PUBLIC SAFETY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
42200 Fire						
E 250-42200-100 Wages and Salaries	\$62,201.13	\$74,000.00	\$73,038.74	\$75,000.00	\$75,000.00	
E 250-42200-122 FICA Contributions	\$3,329.12	\$17,500.00	\$4,528.06	\$16,000.00	\$5,000.00	
E 250-42200-125 Medicare Contributions	\$783.57	\$4,000.00	\$1,059.01	\$3,000.00	\$1,500.00	
E 250-42200-126 Federal Tax Withheld	\$2,475.00	\$3,800.00	\$0.00	\$3,200.00	\$2,500.00	
E 250-42200-127 State Tax Withheld	\$454.78	\$550.00	\$0.00	\$1,000.00	\$1,000.00	
E 250-42200-128 MNDP	\$0.24	\$100.00	\$0.00	\$0.00	\$0.00	
E 250-42200-150 Workers Compensation	\$0.00	\$2,200.00	\$0.00	\$3,000.00	\$0.00	

Account Descr	2022 Amt	2022 Budget	2023 YTD Amt	2023 Budget	2024 Budget	UnderLine
E 250-42200-218 Uniforms	\$1,054.70	\$7,000.00	\$4,920.33	\$7,000.00	\$5,000.00	
E 250-42200-220 Repair & Maint. Supplies	\$0.00	\$35.00	\$160.00	\$0.00	\$200.00	
E 250-42200-304 Legal Fees	\$460.00	\$0.00	\$62.50	\$0.00	\$50.00	
E 250-42200-314 Licenses	\$66.50	\$45.00	\$0.00	\$0.00	\$0.00	
E 250-42200-321 Telephone	\$2,104.13	\$2,300.00	\$1,789.64	\$2,500.00	\$2,000.00	
E 250-42200-325 Cell Phone	\$555.87	\$500.00	\$848.45	\$500.00	\$800.00	
E 250-42200-326 Internet Service	\$1,399.47	\$950.00	\$1,115.73	\$1,000.00	\$1,000.00	
E 250-42200-334 Fuel	\$10,238.28	\$7,000.00	\$9,650.81	\$8,000.00	\$10,000.00	
E 250-42200-361 General Liability Insurance	\$528.00	\$750.00	\$3,438.00	\$750.00	\$4,000.00	
E 250-42200-363 Automotive Insurance	\$3,056.00	\$4,600.00	\$6,157.00	\$5,000.00	\$7,000.00	
E 250-42200-380 Pool Fill Water	\$2,002.50	\$1,400.00	\$1,735.50	\$1,500.00	\$2,000.00	
E 250-42200-610 Interest	\$0.00	\$6.00	\$25.09	\$0.00	\$0.00	
42200 Fire	\$90,709.29	\$126,736.00	\$108,528.86	\$127,450.00	\$117,050.00	
42205 Fire Equipment						
E 250-42205-220 Repair & Maint. Supplies	\$274.25	\$400.00	\$5,895.75	\$500.00	\$600.00	
E 250-42205-228 SCBA Maint/Repair	\$1,587.76	\$2,500.00	\$2,639.10	\$3,000.00	\$3,000.00	
E 250-42205-229 Personal Protective Equip	\$16,988.50	\$5,700.00	\$1,702.65	\$6,000.00	\$3,000.00	
E 250-42205-240 Small Tools & Minor Equip	\$7,554.47	\$20,000.00	\$4,945.37	\$10,000.00	\$5,000.00	
42205 Fire Equipment	\$26,404.98	\$28,600.00	\$15,182.87	\$19,500.00	\$11,600.00	
42210 Fire Administration						
E 250-42210-100 Wages and Salaries	\$13,111.00	\$19,000.00	\$13,400.00	\$20,000.00	\$15,000.00	
E 250-42210-122 FICA Contributions	\$438.10	\$0.00	\$830.80	\$1,200.00	\$1,000.00	
E 250-42210-125 Medicare Contributions	\$102.78	\$0.00	\$194.34	\$300.00	\$300.00	
E 250-42210-126 Federal Tax Withheld	\$1,500.00	\$0.00	\$0.00	\$2,000.00	\$1,000.00	
E 250-42210-127 State Tax Withheld	\$0.00	\$0.00	\$0.00	\$900.00	\$835.00	
E 250-42210-200 Office Supplies	\$841.78	\$850.00	\$174.30	\$900.00	\$500.00	
E 250-42210-306 Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42210-307 Pre-Employment	\$1,006.00	\$2,150.00	\$0.00	\$2,200.00	\$2,000.00	
E 250-42210-322 Postage	\$17.70	\$15.00	\$0.00	\$20.00	\$0.00	
E 250-42210-430 Miscellaneous	\$464.28	\$0.00	\$179.41	\$0.00	\$200.00	
E 250-42210-433 Dues and Subscriptions	\$975.00	\$500.00	\$100.00	\$800.00	\$500.00	
42210 Fire Administration	\$18,456.64	\$22,515.00	\$14,878.85	\$28,320.00	\$21,335.00	
42211 Public Education						
E 250-42211-209 Public Education Supplies	\$2,013.07	\$3,400.00	\$2,174.29	\$3,500.00	\$2,000.00	
42211 Public Education	\$2,013.07	\$3,400.00	\$2,174.29	\$3,500.00	\$2,000.00	
42215 Fire Clerk						
E 250-42215-100 Wages and Salaries	\$0.00	\$0.00	\$345.00	\$0.00	\$300.00	
E 250-42215-122 FICA Contributions	\$0.00	\$0.00	\$21.39	\$0.00	\$20.00	

Account Descr	2022 Amt	2022 Budget	2023 YTD Amt	2023 Budget	2024 Budget	UnderLine
E 250-42215-125 Medicare Contributions	\$0.00	\$0.00	\$5.01	\$0.00	\$20.00	
42215 Fire Clerk	\$0.00	\$0.00	\$371.40	\$0.00	\$340.00	
42220 Fire Fighting						
E 250-42220-140 Unemployment Compensatio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42220-361 General Liability Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
42220 Fire Fighting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
42240 Fire Training						
E 250-42240-100 Wages and Salaries	\$919.00	\$1,600.00	\$160.00	\$1,600.00	\$600.00	
E 250-42240-122 FICA Contributions	\$14.35	\$100.00	\$9.92	\$100.00	\$25.00	
E 250-42240-125 Medicare Contributions	\$3.44	\$23.00	\$2.32	\$23.00	\$25.00	
E 250-42240-200 Office Supplies	\$1,310.94	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42240-311 Continuing Education	\$14,439.45	\$23,000.00	\$9,151.11	\$15,000.00	\$10,000.00	
E 250-42240-312 Certification Renewal	\$275.00	\$200.00	\$157.50	\$250.00	\$250.00	
E 250-42240-317 EMT Renewal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42240-332 Mileage	\$174.80	\$485.00	\$0.00	\$500.00	\$200.00	
42240 Fire Training	\$17,136.98	\$25,408.00	\$9,480.85	\$17,473.00	\$11,100.00	
42250 Fire Communications						
E 250-42250-320 Communication	\$9,489.31	\$10,000.00	\$8,565.50	\$10,000.00	\$5,000.00	
42250 Fire Communications	\$9,489.31	\$10,000.00	\$8,565.50	\$10,000.00	\$5,000.00	
42260 Firetruck Repair Services						
E 250-42260-100 Wages and Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42260-122 FICA Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42260-125 Medicare Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42260-335 Repair & Maintenance Vehicl	\$10,208.55	\$32,000.00	\$10,337.84	\$15,000.00	\$8,000.00	
42260 Firetruck Repair Services	\$10,208.55	\$32,000.00	\$10,337.84	\$15,000.00	\$8,000.00	
42270 Medical Services						
E 250-42270-210 Operating Supplies	\$0.00	\$18,000.00	\$0.00	\$0.00	\$0.00	
E 250-42270-220 Repair & Maint. Supplies	\$555.27	\$1,300.00	\$22.98	\$1,500.00	\$200.00	
E 250-42270-315 Fit Testing	\$1,025.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	
E 250-42270-316 SCBA User Physical	\$1,265.00	\$0.00	\$55.00	\$1,000.00	\$1,500.00	
42270 Medical Services	\$2,845.27	\$19,300.00	\$77.98	\$4,000.00	\$3,200.00	
42280 Fire Stations & Buildings						
E 250-42280-100 Wages and Salaries	\$176.58	\$375.00	\$0.00	\$0.00	\$0.00	
E 250-42280-121 PERA Contributions	\$5.20	\$20.00	\$0.00	\$0.00	\$0.00	
E 250-42280-122 FICA Contributions	\$2.56	\$16.00	\$0.00	\$0.00	\$0.00	
E 250-42280-125 Medicare Contributions	\$0.94	\$4.00	\$0.00	\$0.00	\$0.00	
E 250-42280-210 Operating Supplies	\$21.26	\$85.00	\$3,074.00	\$100.00	\$1,000.00	

Account Descr	2022 Amt	2022 Budget	2023 YTD Amt	2023 Budget	2024 Budget	UnderLine
E 250-42280-211 Cleaning Supplies	\$17.49	\$250.00	\$0.00	\$250.00	\$100.00	
E 250-42280-220 Repair & Maint. Supplies	-\$66.03	\$120.00	\$256.53	\$120.00	\$200.00	
E 250-42280-321 Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42280-326 Internet Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42280-362 Property Insurance	\$1,026.00	\$1,500.00	\$1,768.00	\$2,500.00	\$2,000.00	
E 250-42280-381 Electric Utilities	\$2,174.07	\$2,000.00	\$2,060.51	\$2,500.00	\$2,500.00	
E 250-42280-383 Gas Utilities	\$3,176.37	\$2,000.00	\$2,827.31	\$2,500.00	\$3,000.00	
E 250-42280-384 Refuse Disposal	\$658.07	\$450.00	\$393.69	\$500.00	\$500.00	
E 250-42280-413 Office Equipment	\$1,017.00	\$0.00	\$574.42	\$0.00	\$600.00	
42280 Fire Stations & Buildings	\$8,209.51	\$6,820.00	\$10,954.46	\$8,470.00	\$9,900.00	
42291 Grants						
E 250-42291-110 Other Pay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
E 250-42291-313 Resources	\$1,700.00	\$0.00	\$2,610.00	\$2,000.00	\$500.00	
42291 Grants	\$1,700.00	\$0.00	\$2,610.00	\$2,000.00	\$500.00	
49240 Insurance-Unallocated						
E 250-49240-362 Property Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
49240 Insurance-Unallocated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
49380 Extraordinary Items FEMA						
E 250-49380-434 Awards	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
49380 Extraordinary Items FEMA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
250 Fire	\$187,337.12	\$274,779.00	\$183,162.90	\$235,713.00	\$190,025.00	
275 Road and Bridge						
41000 GENERAL GOVERNMENT						
E 275-41000-610 Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
41000 GENERAL GOVERNMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
41415 Maintenance Personnel						
E 275-41415-100 Wages and Salaries	\$56,122.91	\$88,000.00	\$55,143.28	\$90,000.00	\$100,000.00	
E 275-41415-121 PERA Contributions	\$6,376.34	\$17,000.00	\$4,016.90	\$18,000.00	\$5,000.00	
E 275-41415-122 FICA Contributions	\$3,567.04	\$18,000.00	\$3,418.90	\$19,000.00	\$5,000.00	
E 275-41415-125 Medicare Contributions	\$840.72	\$5,000.00	\$799.58	\$6,000.00	\$1,000.00	
E 275-41415-126 Federal Tax Withheld	\$10,095.87	\$11,000.00	\$0.00	\$12,000.00	\$12,000.00	
E 275-41415-127 State Tax Withheld	\$4,537.48	\$5,300.00	\$0.00	\$5,800.00	\$6,000.00	
E 275-41415-131 Health	\$6,048.00	\$6,048.00	\$4,536.00	\$6,200.00	\$7,900.00	
E 275-41415-140 Unemployment Compensation	\$527.68	\$0.00	\$3.02	\$0.00	\$0.00	
E 275-41415-150 Workers Compensation	\$0.00	\$3,900.00	\$0.00	\$4,000.00	\$0.00	
E 275-41415-173 Child Support	-\$431.90	\$9,460.00	\$8,498.70	\$9,500.00	\$10,000.00	
E 275-41415-311 Continuing Education	\$145.00	\$200.00	\$0.00	\$200.00	\$200.00	

Exhibit C

Account Descr	2022 Amt	2022 Budget	2023 YTD Amt	2023 Budget	2024 Budget	UnderLine
R 290-34103 Zoning & Subdivision Fees	\$0.00	\$0.00	\$0.00	\$13,000.00	\$13,000.00	
R 290-34104 Plan Checking Fees	\$29,188.30	\$0.00	\$73,096.76	\$29,000.00	\$29,000.00	
R 290-34130 Building Permit Surcharge Fee	\$3,807.42	\$0.00	\$7,002.88	\$3,800.00	\$3,800.00	
R 290-36210 Interest Earnings	\$35.17	\$0.00	\$2.00	\$35.00	\$35.00	
290 Permits	\$71,302.92	\$0.00	\$270,360.81	\$83,835.00	\$83,835.00	
300 Debt Service Fund						
R 300-31000 General Property Taxes	\$315,625.93	\$314,850.00	\$165,084.50	\$314,000.00	\$314,000.00	
R 300-31900 Penalties & Int-Delinq Taxes	\$1,642.11	\$0.00	\$247.29	\$1,700.00	\$1,700.00	
R 300-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 300-36200 MISCELLANEOUS-REVENUES	\$6.75	\$0.00	\$0.00	\$0.00	\$0.00	
R 300-36210 Interest Earnings	\$1,207.62	\$40.00	\$3,091.84	\$40.00	\$40.00	
R 300-39200 Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 300-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
300 Debt Service Fund	\$318,482.41	\$314,890.00	\$168,423.63	\$315,740.00	\$315,740.00	
400 Capital Projects Fund						
R 400-31000 General Property Taxes	\$39,627.91	\$50,300.00	\$22,662.96	\$50,300.00	\$50,300.00	
R 400-31900 Penalties & Int-Delinq Taxes	\$276.43	\$0.00	\$44.23	\$0.00	\$0.00	
R 400-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 400-33401 Local Government and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 400-36200 MISCELLANEOUS REVENUES	\$14,609.00	\$0.00	\$28,008.00	\$0.00	\$0.00	
R 400-36210 Interest Earnings	\$150.89	\$11.00	\$701.87	\$11.00	\$11.00	
R 400-37000 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 400-39200 Transfers From Other Funds	\$13,728.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 400-39201 Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
400 Capital Projects Fund	\$68,392.23	\$50,311.00	\$51,417.06	\$50,311.00	\$50,311.00	
401 Capital Projects - Fire						
R 401-31000 General Property Taxes	\$39,611.36	\$30,200.00	\$22,651.62	\$30,200.00	\$30,200.00	
R 401-31900 Penalties & Int-Delinq Taxes	\$156.78	\$0.00	\$24.80	\$0.00	\$0.00	
R 401-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 401-36200 MISCELLANEOUS REVENUES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 401-36210 Interest Earnings	\$37.03	\$5.00	\$379.98	\$5.00	\$5.00	
R 401-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
401 Capital Projects - Fire	\$39,805.17	\$30,205.00	\$23,056.40	\$30,205.00	\$30,205.00	
402 Capital Reserve Fund						
R 402-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 402-36210 Interest Earnings	\$121.90	\$7.00	\$411.74	\$10.00	\$10.00	
402 Capital Reserve Fund	\$121.90	\$7.00	\$411.74	\$10.00	\$10.00	

Account Descr	2022 Amt	2022 Budget	2023 YTD Amt	2023 Budget	2024 Budget	UnderLine
250 Fire						
R 250-31000 General Property Taxes	\$163,260.13	\$165,000.00	\$101,559.57	\$180,000.00	\$180,000.00	
R 250-31900 Penalties & Int-Delinq Taxes	\$878.03	\$0.00	\$135.71	\$0.00	\$0.00	
R 250-33100 Federal Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 250-33400 State Grants and Aids	\$2,233.00	\$0.00	\$3,250.00	\$0.00	\$0.00	
R 250-33401 Local Government and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 250-33620 Other County Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 250-34000 CHARGES FOR SERVICES	\$6,050.00	\$5,660.00	\$5,055.00	\$5,660.00	\$5,660.00	
R 250-34202 Fire Protection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 250-34203 Accident Report	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	
R 250-34210 Training	\$3,400.00	\$30,000.00	\$9,011.00	\$10,000.00	\$10,000.00	
R 250-35100 Fines	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 250-36102 Penalties and Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 250-36210 Interest Earnings	\$496.07	\$20.00	\$1,236.00	\$20.00	\$20.00	
R 250-36220 Rents and Royalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 250-36230 Contrib. & Donations-Private	\$8,058.50	\$0.00	\$2,162.80	\$0.00	\$0.00	
R 250-38054 Other	\$604.47	\$0.00	\$5,341.43	\$0.00	\$0.00	
250 Fire	\$185,000.20	\$200,700.00	\$127,771.51	\$195,700.00	\$195,700.00	
275 Road and Bridge						
R 275-31000 General Property Taxes	\$470,094.94	\$477,200.00	\$282,620.89	\$480,000.00	\$480,000.00	
R 275-31900 Penalties & Int-Delinq Taxes	\$2,561.27	\$0.00	\$426.99	\$0.00	\$0.00	
R 275-32000 LICENSES AND PERMITS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-33401 Local Government and Aids	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-33610 County Grants & Aids for Hwys	\$75,819.89	\$50,800.00	\$54,096.95	\$30,000.00	\$30,000.00	
R 275-34000 CHARGES FOR SERVICES	\$2,876.44	\$9,800.00	\$4,027.10	\$6,000.00	\$6,000.00	
R 275-34200 PUBLIC SAFETY	\$9,859.77	\$8,400.00	\$5,572.79	\$8,400.00	\$8,400.00	
R 275-34300 HIGHWAYS AND STREETS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-36101 Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-36102 Penalties and Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-36200 MISCELLANEOUS REVENUES	\$834.65	\$0.00	\$2,638.79	\$0.00	\$0.00	
R 275-36210 Interest Earnings	\$2,139.01	\$114.00	\$8,202.37	\$114.00	\$114.00	
R 275-39100 Sale of Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-39200 Transfers From Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
R 275-39310 General Obligation Bond Procee	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
275 Road and Bridge	\$564,185.97	\$546,314.00	\$357,585.88	\$524,514.00	\$524,514.00	
290 Permits						
R 290-32210 Building Permits	\$38,272.03	\$0.00	\$190,259.17	\$38,000.00	\$38,000.00	

COPY

EXHIBIT 19

Sherburne County Fire Departments Fire Chiefs Association

Automatic/Mutual Aid Agreement

Purpose

This Automatic/Mutual Aid Agreement ("Agreement") is made pursuant to Minnesota Statutes 471.59, which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent is to make equipment, personnel, and other resources available to political subdivisions from other political subdivisions. Such equipment, personnel and other resources may be made available automatically or pursuant to a request as set forth below.

Definitions

1. **Assistance** means fire and/or emergency medical services personnel and equipment that are provided automatically or upon request.
2. **Automatic Aid** is simultaneous assistance that is pre-arranged by the Parties and is provided automatically for Emergency Events.
3. **Emergency** means a sudden and unforeseen situation requiring immediate action.
4. **Emergency Events** means the following classifications of emergency's for which automatic aid is provided: Apartment Fires, Business Fires, Explosions, Garage Fires, House Fires, School Fires, Hazard Materials, Water Rescue, and Technical Rescue Events.
5. **Mutual Aid** means the request for assistance by another Party after the initial response has been made.
6. **Requesting Official** means the person designated by a Party who is responsible for requesting Assistance from other Parties.
7. **Requesting Party** means a Party that requests assistance from other Parties and the Party to whom assistance is dispatched in cases of automatic aid.
8. **Responding Official** means the person designated by a Party who is responsible to determine whether and to what extent that Party should provide assistance to a Requesting Party.
9. **Responding Party** means a party that provides assistance to a Requesting Party.
10. **Party or Parties** means the political subdivisions which have entered into this Agreement.
11. **Specialized activities** means non-emergency assistance to include but not limited to: training of personnel and associated equipment and facilities.

Procedures

1. **Automatic Aid.** The parties will be dispatched to and respond to all Emergency Events beyond their territorial limits as pre-determined by the Parties if resources are available to respond to the event.
2. **Request for Assistance.** Whenever, in the opinion of a Requesting Official, there is a need for assistance from other Parties, the Requesting Official may call upon the Responding Official of any other Party to furnish assistance.
3. **Response to Request.** Upon the request for assistance from a Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting

Party. The decision will be made after considering the needs of the Responding Party and the availability of resources.

4. **Recall of Assistance.** The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party; it is considered to be in the best interests of the Responding Party to do so.
5. **Command of Scene.** The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance.

Worker's Compensation

Each Party shall be responsible for injuries or death of its own personnel. Each Party will maintain worker's compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this agreement. Each Party waives the right to sue any other Party for any worker's compensation benefits paid to its own employee or volunteer of their dependents, even if the injuries were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Liability

1. For the purpose of the Minnesota Municipal Tort Liability Act (Minnesota Statute 466) the employees and officers of the Responding Party are deemed to be employees (as defined in Minnesota Statute 466.01, subdivision 6) of the Requesting Party.
2. The Requesting Party agrees to defend and indemnify the Responding Party against claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this agreement.

Under no circumstances; however, shall a Party be required to pay on behalf of itself and other Parties, any amounts in excess of the limits of liability established in Minnesota Statutes Chapter 466 applicable to any one Party. The limits of liability for some or all of the Parties may not be added together to determine the maximum amount of liability for any Party.

The intent of this subdivision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

3. No Party to this Agreement nor any officer of any Party shall be liable to any other Party or to any other person for failure of any Party to furnish assistance to any other Party, or for recalling assistance, both as described in this agreement.

Charges to the Requesting Party

Subdivision 1. No charges will be levied by a Responding Party to this agreement for assistance rendered to a Requesting Party under the terms of this agreement unless that assistance continues for a period of more than eight (8) hours. If assistance provided under this agreement continues for more than eight (8) hours, the Responding Party will submit to the Requesting Party an itemized bill for the actual cost of any

assistance provided after the initial eight (8) hour period, including: salaries, overtime, materials and supplies, and other necessary expenses. The Requesting Party will reimburse the Party providing the assistance for the amount listed on the itemized bill.

Subdivision 2. Such charges are not contingent upon the availability of federal or state government funds.

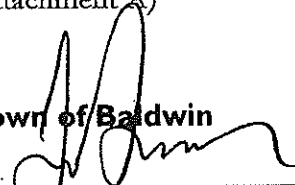
Duration

This Agreement will be in force for a period of five (5) years from the date of execution. Any Party may withdraw from this Agreement upon thirty (30) days written notice to the other Party and/or Parties included in this Agreement.

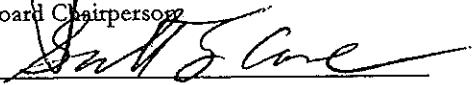
Execution

Each Party hereto has read, agreed to, and executed this Mutual Aid Agreement on the date indicated.

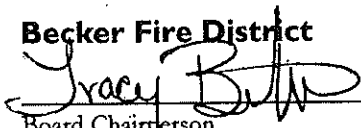
Fee schedule will be consistent with the Minnesota DNR Fire Department Equipment Rates.
(Attachment A)

Town of Baldwin


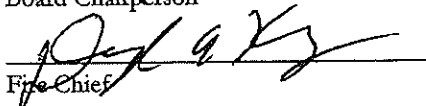
Board Chairperson




Fire Chief

Becker Fire District



Board Chairperson



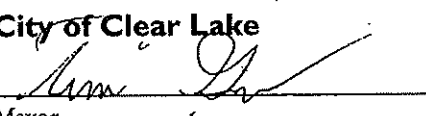
Fire Chief

Big Lake Fire Department


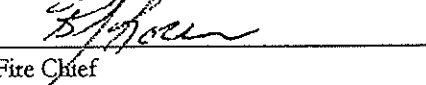
Board Chairperson



Fire Chief

City of Clear Lake


Mayor



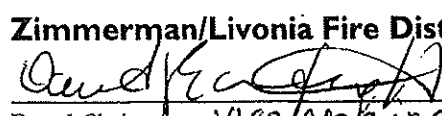
Fire Chief

City of Elk River

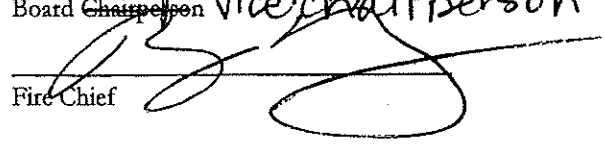

Mayor



Fire Chief

Zimmerman/Livonia Fire District


Board Chairperson



Vice Chairperson

Fire Chief

TOWNSHIP OF BALDWIN
COUNTY OF SHERBURNE
STATE OF MINNESOTA

MOTION by Township Supervisor Vollkommer to adopt the following:

A RESOLUTION TO APPROVE AN AUTOMATIC FIRE DEPARTMENT MUTUAL AID RESPONSE AGREEMENT WITH THE CITIES OF ZIMMERMAN, PRINCETON, ISANTI, BECKER, BIG LAKE, AND ELK RIVER FOR A KNOWN STRUCTURE FIRE 24/7 , 365 DAYS A YEAR.

WHEREAS, the Township of Baldwin and the cities of, Zimmerman, Princeton, Isanti, Becker, Big Lake, and Elk River fire departments are all members of the St. Croix Valley Mutual Aid Association, or the Sherburne County Mutual Aid Association; and

WHEREAS, the terms, conditions, and definitions for responding to an automatic mutual aid fire incident as outlined in this resolution, shall be the same as those in the St. Croix Valley Mutual Aid Association agreement or Sherburne County Mutual Aid Association; and

WHEREAS, the Insurance Services Office (I.S.O.), will acknowledge this automatic mutual aid agreement and may grant additional points for improving the fire protection ratings for each municipality involved; and

WHEREAS, this agreement will also assist to reduce the response times for all additional firefighters and appropriate fire equipment needed to safely perform fire suppression activities; and

NOW THEREFORE, BE IT RESOLVED, by the Township Board of Baldwin Township to hereby order signing an automatic mutual aid fire agreement with the Cities of Zimmerman, Princeton, Isanti, Becker, Big Lake, and Elk River.

Motion seconded by Township Supervisor Kriesel and adopted by the Township Board at a regular meeting this 3rd day of Feb., 2009 with Township Supervisors Holm, Kriesel, Lawrence, Oliver, Vollkommer voting in favor of the resolution, and Township Supervisors NONE voting against, whereupon said resolution was passed.

Attest:

Cathy Stevens
Cathy Stevens – Township Clerk

Township Of Baldwin

Bryan Lawrence
Bryan Lawrence – Board Chair

City of Milaca

JUN 14 2018

255 First Street East
Milaca, MN 56353



320-983-3141
320-983-3142 (fax)

www.cityofmilaca.org

June 12, 2018

Northeast Sherburne Fire & Rescue
Baldwin Township
30239 128th St
P.O. Box 25
Princeton, MN 55371

Gentlemen:

Re: Mutual Aid Agreement

Enclosed for your files is a signed copy of the Mutual Aid Agreement between Baldwin Township and the City of Milaca

Sincerely,

A handwritten signature in cursive script that reads "Patti Miller".

Patti Miller
Administrative Assistant

Enclosure

MUTUAL AID AGREEMENT

Purpose

This agreement is made pursuant to Minnesota Statutes 471.59 which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this agreement is to make equipment, personnel and other resources available to political subdivisions from other political subdivisions.

Definitions

1. "Party" means a political subdivision.
2. "Requesting Official" means the person designated by a Party who is responsible for requesting Assistance from other Parties.
3. "Requesting Party" means a party that requests assistance from other parties.
4. "Responding Official" means the person designated by a party who is responsible to determine whether and to what extent that party should provide assistance to a Requesting Party.
5. "Responding Party" means a party that provides assistance to a Requesting Party.
6. "Assistance" means (Check the type of assistance that will be provided):
 - a. Fire personnel and equipment

Procedure

1. **Request for assistance.** Whenever, in the opinion of a Requesting Official, there is a need for assistance from other parties, the Requesting Official may call upon the Responding Official of any other party to furnish assistance.
2. **Response to request.** Upon the request for assistance from a Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the responding party and the availability of resources.
3. **Recall of Assistance.** The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interests of the Responding Party to do so.
4. **Command of Scene.** The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance.

Workers' compensation

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Damage to equipment

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Liability

1. For the purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. 466.01, subdivision 6) of the Requesting Party.
2. The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this agreement.

Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any party.

The intent of this subdivision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

3. No party to this agreement nor any officer of any Party shall be liable to any other Party or to any other person for failure of any party to furnish assistance to any other party, or for recalling assistance, both as described in this agreement.

Charges to the Requesting Party

Subd. 1 No charges will be levied by a Responding Party to this agreement for assistance rendered to a Requesting Party under the terms of this agreement unless that assistance continues for a period of more than 48 hours. If assistance provided under this agreement continues for

more than 48 hours, the Responding Party will submit to the Requesting Party an itemized bill for the actual cost of any assistance provided after the initial 48 hour period, including salaries, overtime, materials and supplies and other necessary expenses; and the Requesting Party will reimburse the party providing the assistance for that amount.

Subd. 2 Such charges are not contingent upon the availability of federal or state government funds.

Duration

This agreement will be in force for a period to expire December 31, 2030. Any party may withdraw from this agreement upon thirty (30) days written notice to the other party or parties to the agreement.

Execution

Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

Date 5-31-18

Entity: CITY OF MILACA

By *Johnny Blatt*
Title City Manager

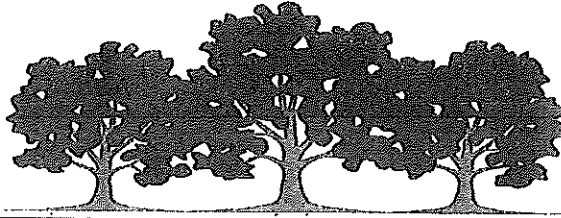
By *Ronald Bederson*
Title Mayor

Date 5-21-18

Entity: BALDWIN TOWNSHIP

By *[Signature]*
Title Township Chairman

By _____
Title _____



BALDWIN TOWNSHIP

PO BOX 25, 30239 I28TH STREET, PRINCETON, MN 55371

February 23, 2018

To: Mille Lacs County Dispatch
From: Princeton Fire Chief and N.E. Sherburne Fire & Rescue Department Chief
Re: Structure Fire Auto-Aid Agreement between the
Princeton Fire Department and the N.E. Sherburne Fire & Rescue Department

To whom it may concern,

The Princeton Fire & Rescue Department, Minnesota Fire Department and the North East Sherburne Fire & Rescue Department (Baldwin) do hereby request that, in the case of any structure fire, within either the undersigned department's response areas that both fire departments be paged.

This Structure Auto-Aid agreement will remain in place until Mille Lacs County Dispatch and / or Sherburne County Dispatch is advised otherwise. If you have questions, please contact either of the departments' fire chiefs.

Ron Lawrence, Chief
Princeton Fire Department

Scott Case, Chief
N.E. Sherburne Fire & Rescue Department

Mission Statement

To make Baldwin Township a proud place to live by safeguarding property rights, encouraging agriculture, commercial communities and residential growth.

PRINCETON AND BALDWIN FIRE DEPARTMENTS MUTUAL AID AGREEMENT

THIS AGREEMENT, made as of this 30th day of December, 2002, by and between the City of Princeton, the **Town of Baldwin** and the **City of Princeton**, Minnesota municipal corporations.

Purpose

This Agreement is made pursuant to Minnesota Statutes 471.59 which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this agreement is to make equipment, personnel, and other resources available to political subdivisions from other political subdivisions.

Definitions

1. "Party" means a political subdivision.
2. "Requesting Official" means the person designated by a Party who is responsible for requesting Assistance from other Parties.
3. "Requesting Party" means a Party that requests assistance from other Parties, normally the fire department of the jurisdiction in which an incident requiring assistance occurs.
4. "Responding Official" means the person designated by a Party who is responsible to determine whether and to what extent that Party should provide assistance to a Requesting Party.
5. "Responding Party" means a Party that provides assistance to a Requesting Party.
6. "Assistance" means fire and/or emergency medical services personnel and equipment.

Procedure

1. Request for Assistance. Whenever, in the opinion of a Requesting Official, there is a need for assistance from other Parties, the Requesting Official may call upon the Responding Official of any other Party to furnish assistance.
2. Response to Request. Upon the request for assistance from a Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. Whether the Responding Party provides assistance and, if so, to what extent shall be determined by the Responding Official based on the needs of the responding party and the availability of resources.
3. Recall of Assistance. The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interests of the Responding Party to do so.
4. Command of Scene. The Requesting Party shall be in command of the emergency scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance. In the event an emergency occurs in or crosses the boundaries of more than one jurisdiction, a joint command of the affected jurisdictions should be established.

Discretionary Assistance

Providing assistance is entirely at the discretion of the Responding Party. The agreement to provide assistance is expressly not contingent upon a declaration of a major disaster or emergency by the federal government or upon receiving federal funds.

Workers Compensation

Each Party shall be responsible for injuries or death of its own personnel. Each Party will maintain workers compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Each Party waives the right to sue any other party for any workers compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Damage to Equipment

Each Party shall be responsible for damage to its own equipment. Each Party waives the right to sue any other Party for any damage to its equipment, even if the damage was caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Liability

1. For the purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. 466.01, subdivision 6) of the Requesting Party.
2. The Requesting Party agrees to indemnify and defend against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the Party of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this Agreement.

Under no circumstances, however, shall a Party be required to pay on behalf of itself and other Parties, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one Party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any Party.

The intent of the subdivision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating these reciprocal duties to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

3. No Party to this Agreement nor any officer of any Party shall be liable to any other Party or to any other person for failure of any Party to furnish assistance to any other Party, or for recalling assistance, both as described in this Agreement.

- All parties to this agreement understand and accept the liability and workers' compensation responsibility as outlined in this agreement. As acknowledgement of this acceptance each party shall supply evidence of insurance for liability in the amount equal to the limits on liability established in Minnesota Statutes, Chapter 466 and for workers compensation in the statutory amount.

Charges to the Requesting Party

Charges to the requesting party will be in an amount intended to recover costs for equipment, supplies and personnel incurred in the response. The charge will be \$400 for the first hour and \$200 for each hour thereafter. The intent of the mutual aid agreement is for the parties to offer assistance to each other expecting the assistance to be mutual from the others. Invoices will not be sent after each incident, but will instead be accumulated and netted with charges for requests for the year and any minor differences in these charges will be waived. Only in the case of significant differences, i.e. in excess of \$2,500, in requests and charges from one party to another would an invoice be generated. Payment of this invoice would be expected within 30 days of receipt.

Merger

This Agreement constitutes the entire agreement between the parties. No waiver, consent, modification or change of terms of this agreement shall bind either party unless in writing and signed by both parties. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement.

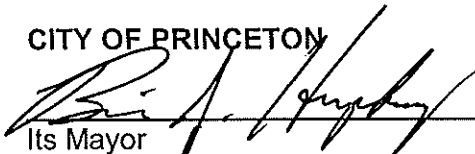
Duration

This agreement will be in force for a period of one year from the date of execution. Any party may withdraw from this agreement upon thirty (30) days written notice to the other party or parties to the agreement.

Execution

Each party hereto has read, agreed to, and executed this Mutual Aid Agreement on the date indicated.

CITY OF PRINCETON



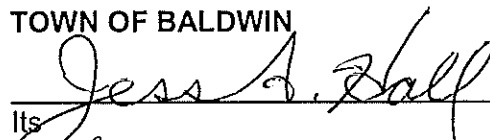
Its Mayor



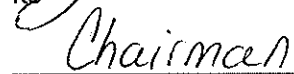
Its Interim City Administrator

Date: 1/3/03

TOWN OF BALDWIN



Its



Its

Date: 1/7/03

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
12/24/2002

PRODUCER

Princeton Insurance Agency

104 S Rum River Dr
Princeton
763-389-3650

MN 55371
763-389-3651

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

COMPANY A	League of MN Cities Ins Trust
COMPANY B	
COMPANY C	
COMPANY D	

INSURED

City of Princeton

705 2nd St N
Princeton

MN 55371

COVERAGES

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

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT	CHC23001	07/01/2002	07/01/2003	GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ 1000000 PERSONAL & ADV INJURY \$ EACH OCCURRENCE \$ 1000000 FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	CHC23001	07/01/2002	07/01/2003	COMBINED SINGLE LIMIT \$ 1000000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EACH ACCIDENT \$ AGGREGATE \$ EACH OCCURRENCE \$ AGGREGATE \$
	EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> EL EACH ACCIDENT \$ 1000000 EL DISEASE - POLICY LIMIT \$ 1000000 EL DISEASE - EA EMPLOYEE \$ 1000000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL OTHER	02-000353-18	07/01/2002	07/01/2003	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS
Mutual aid agreement with Baldwin Township

CERTIFICATE HOLDER

Baldwin Township
Cathy Wirtanin
PO Box 25
Princeton

MN 55371

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
Fenny Paulson

EXHIBIT 20

Baldwin Fire and Rescue

Station Address:

30239 128 St
Princeton, MN 55371

Phone: 763-389-7976**Cell:** 763-350-3074**Fax:** 763-389-7995**E-mail:** scocas01@baldwintwpmn.com**Chief:** Scott Case
30207 118 St
Princeton, MN 55371
763-389-1455
763-244-7547**Asst Chief:** Robin Fischer
29624 131 St
Princeton, MN 55371
612-308-9139**Captain 3:** Phil Holland
12740 316.5 Ave
Princeton, MN 55371
763-219-3291**Captain 4:** Chad Miller
31009 133 St
Princeton, MN 55371
763-286-2363**Captain 5:** Andy Walker
13148 13 Ave
Zimmerman, MN 5539
320-339-3911**Captain 6:** Brian Torborg
29522 131 St
Princeton, MN 55371
763-259-8113

Hydrant Fitting Yes/No

Radio Freq 800 MHz

Thermal Imaging Cameras:
Number of Cameras: 2Haz-Mat Training Level
Number trained at Awareness: 10
Number trained at Operations: 21

Haz-Mat Trailer: No

Lieutenant 3: Cal Watson
13737 283 Ave NW
Zimmerman, MN 5539
763-234-0039 / 763-85**Lieutenant 4:** MaryBeth Torborg
29522 131 St
Princeton, MN 55371
763-286-5024**Lieutenant 5:** Lance Solderholm
29138 138 St
Zimmerman, MN 5539
763-300-6052**Lieutenant 6:** Shawn Frink
30034 100 St
Princeton, MN 55371
763-688-1311

Baldwin Fire Equipment

Tender 1

2018 Freightliner
500 GPM
3000 Gal

Engine 3

2008 Freightliner	1000 Gal tank
1250 GPM Pump	Spare tank 7
MSA Thermal Imaging Camera	Defibrillator
SCBA's - 9	LDH 4" - 600'
6" Hard Suction 12'	1-3/4" - 700'
2-1/2" - 800'	Class A Foam
Gas PPV Fan	Hyd generator
Port Deck Gun	Genesis Ext Tools
Honda gen. 2000	Gas Monitor

Rescue 1

2000 Ford F350
1000w Generator
Mustang Suit - 4
Ice Sled
Defibrillator
Rescue Rope - 800'

Tender 3

1997 Ford
350 GPM
3000 Gal

Duty 1 2020 Ford F150
Chief 1 2020 Ford F150
Chief 2 2018 Ford Explorer

Engine 1

2001 International	Hard Suction 6" 12'
1250 GPM	1000 gal tank
5kw gas generator	950 Partner saw
LDH 4" - 900'	2-1/2" - 600'
1-3/4" - 700'	
Axes, Amikus/Genesis Tools	
Rescue Equip	
MSA Thermal Imaging Camera	

Grass 1

2000 Ford F350 1" hot hose
250 Gal Tank
2 hose reels - 125' each
Low pressure pump
4 bladder bags

Grass 3

2018 Ford F550
300 Gal tank
2 hose reels - 125' each
Low pressure pump
4 bladder bags



EXHIBIT 22

Dear Members of the Princeton, MN City Council:

On behalf of the Princeton Fire and Rescue Department (PFRD) firefighters that proudly serve the citizens of this community, we respectfully request that you accept this letter as our formal notification that the Princeton Fire and Rescue Department firefighters have approved a Vote of No Confidence in PFRD Chief Ron Lawrence. The vote count is as follows; 33 in favor of, 2 abstained from voting, and 1 voted no. In the past 11 months, PFRD firefighters and captains have tried to resolve these issues through meetings with the City Administrator, the Mayor of Princeton, the City Attorney, and a Councilwoman, all directly with no measurable change.

Over the last several years, we have been disappointed by Chief Lawrence' actions and his management of our fire department. Chief Lawrence has broken our trust and confidence. Under his leadership, the morale of the firefighters within our department has plummeted to depths that we have not seen before. During his tenure we have witnessed numerous instances of questionable decision making. Chief Lawrence has not consistently followed the PFRD handbook which was put in place to govern this department. The lack of honesty and transparency has created tension and distrust between our PFRD members and Chief Lawrence. Chief Lawrence's decisions decreased safety, morale, trust and increased liability.

Chief Lawrence has lied to the Princeton City Council by telling them newly recruited firefighters were eligible for hire according to our handbook. The City Council approved that hire status based on his word, but the new recruits had not completed, nor had they started, any of their required training. After informing the department that these members were approved as new hires, he informed the Captains that these members were not allowed to respond on the first out truck. This created confusion as new members were being removed from responding trucks and being replaced with more senior members. Morale sank due to this process and response times slowed which jeopardized the safety of our community.

Fire apparatus and equipment repairs have not been completed in a timely manner. We have an apparatus that does not have a working speedometer nor do the rear warning lights work. Both of these have been nonfunctional for well over a year at this point, yet no repairs have been scheduled and the truck is in use. The apparatus and equipment is not only essential to providing life safety operations to our community, but also to the firefighters who operate and depend on them.

PFRD has no official chain of command structure. Members are confused who to approach with direction, questions, concerns or comments within the department. This lack of organization has created an atmosphere where a team cannot exist. Emergency scenes, training events, and public relation events have become a place where unorganization is the norm.

This loss of trust and lack of leadership has undoubtedly created massive distrust in the

Chief. The examples listed above represent a fraction of issues that the Princeton Fire and Rescue firefighters have with Chief Lawrence's leadership. This behavior has destroyed trust and confidence in Chief Lawrence's commitment to this fire department and the commitment to the citizens we serve. The employees of the Princeton Fire and Rescue Department are a very proud group of firefighters who have committed themselves to serving this community. We are not a group of disgruntled employees. We are frustrated and want more from our chief.

The Princeton Fire and Rescue firefighters are willing to provide additional details should the City Council express interest in learning more about our concerns.

Respectfully,
The Princeton Fire and Rescue firefighters

Troy D Thompson Troy D Thompson

Abel Hunter Beck
Olivia Amos

Jeremiah Beady
JKK

Dan Hiller
Justin Suckert

Sylvia Raloff
Duo

Brent Tholen
Brent Tholen

James Artmann
Josh Vaccari

Brittany Mizer
Brittany Mizer

Matthew Johnson

Aaron Julson
Chris Heitshmidt

Eric Weiss

Jama Wood

Dan Artmann Danielle M Artmann

Taylor Snow

BRANDON SEAVOLT

Sgt. Stewart

Brian Mellgren

Mark Ellington

Shane

Bill Jacobson
Daniel Rodem

BILLY GORRILL

ABSTAIN FROM VOTE -

John [unclear]
Muf [unclear]

VOTE NO

Stewn Aaseby
Shinn Aaseby

EXHIBIT 23

12/27/2023

Response to Administrator McPherson's letter to the Princeton Firefighters received on 12/20/2023

Dear Mayor Walker, City Council, Administrator McPherson, and Attorney Toven,

The members of the Princeton Fire and Rescue Department would like to clarify a few things in your recent letter:

- 1) The Fire Advisory Board did vet the part-time chief position(20 hours per week) but are opposed to anything more than that. The Fire Advisory Board and the department were told that Chief Lawrence would be responding to medical, CO alarm, and fire alarm calls during his "city employed hours" and he thought he would be able to run 40-50 calls at a minimum to reduce payroll expense and reduce call volume for the firefighters. In 2023, from 01-01-'23 to 11-30-'23, Chief Lawrence responded to 16 of a possible 90 such calls which is 17.5%. Outside of his "city paid" hours he responded to 186 of a possible 367 calls which is 50.6%. These 186 call hours are counted towards his "city paid" hours which means he doesn't have to be at the station, attending meetings, or performing Chief duties.
- 2) We are well aware of the "chain of command" you refer to. Fall of '22 there were many concerns from firefighters and townships that were being brought to our Officers which were in turn brought to Chief Lawrence during our Executive Board meetings over the next few months.

On Tuesday, February 21, 2023, after a few months of no response or changes, one of the Executive Board members emailed Ron a detailed list of what had been discussed prior, and the Executive Board decided to bring these concerns to the City Administrator. The Executive Board scheduled breakfast on Sunday, February 26, 2023 with Chief Lawrence, Administrator McPherson, and Councilwoman Gerold also attended. This meeting lasted several hours and the Executive Board was assured that these concerns would be addressed.

These concerns were not being addressed, so on Wednesday, April 5, 2023, an email containing the same concerns from February '23 along with some ideas for general leadership tactics and getting involvement with the Fire Department was sent to Chief Lawrence. Thursday, April 6, 2023, two members of the Executive Board sat down with Ron and discussed the list of concerns and shortfalls for the townships, firefighter safety, and vehicle repairs that had not been addressed.

Tuesday, June 16, 2023, Administrator McPherson attended the Business/Relief Meeting for the Princeton Fire and Rescue Department. When the question was asked of Chief Lawrence why the townships weren't getting the information they had been requesting all year, Administrator McPherson answered the question (while playing games on her phone) "I'll take the blame on that. I dropped the ball. I had more pressing issues to deal with".

Months go by and there is an increased frustration from the townships and firefighters because nothing has changed after several attempts. On August 9, 2023, the Executive Board (without Chief Lawrence) took it upon themselves to speak with Mayor Walker and the City Attorney

Damien Toven. This meeting consisted solely of trying to get accurate billing information to the townships (which Administrator McPherson and Chief Lawrence had failed to do after several requests from townships) along with budget and retirement fund concerns. No personnel issues were discussed.

Monday, August 14, 2023, Blue Hill Township decided to send the Letter of Intent to terminate fire protection with Princeton Fire and Rescue Department. Due to the lack of response and information from Chief Lawrence and Administrator McPherson.

The Executive Board found the actions over the past several months unacceptable and submitted a letter to Administrator McPherson on Monday, August 28, 2023 explaining grievances and asked for the termination of Chief Lawrence, and that the Fire Chief position be handed back over to the fire department as a voted position again. McPherson said this was not possible.

Per the Princeton Fire and Rescue Handbook, the department had exhausted all measures of working up the "chain of command" and was left with no choice but to go to the City Council. The Princeton Fire and Rescue Department members orchestrated a 'Vote of No Confidence' in Chief Lawrence, with a 91% 'yes' vote and was submitted on Monday, December 18, 2023.

Thus, completing the "chain of command" per the Princeton Fire and Rescue Handbook.

- 3) The "agenda of a select few" and "losing focus" that McPherson refers to in her response to the firefighters, is 33 members that want better leadership, better communication, safety concerns addressed, transparency, and accountability. That is our only "agenda" as she states. And our "focus" has always been unwavering; in serving our community, responding to calls, and the future of the PFRD. Which is not evident in Chief Lawrence's actions.
- 4) The "harassing and toxic work environment" that McPherson refers to, has not come from the membership, but has been manifested and cultured by the inability of McPherson and Chief Lawrence to effectively do their jobs. This inability is unacceptable, and we expect it to stop immediately. What you are hearing are cries for help from the PFRD firefighters.
- 5) Also, the REP money that McPherson refers to for paying a portion of the Chief's salary is NOT a grant, and this contract can be eliminated at any time by the federal government.
- 6) Lastly, we would like to remind Administrator McPherson that she also is an "at will" employee and that the City Council works "at the pleasure of" the City of Princeton taxpayers.

Respectfully submitted,

33 concerned members of the Princeton Fire and Rescue Department

EXHIBIT 24

01/18/2024

Dear City Council,

After 15 months of trying to address and correct life safety concerns, equipment safety issues, the hazardous workplace environment, poor leadership, low morale issues on the fire department, and communication from our chief that has gone from poor to almost non-existent; to the point of isolation. This has left us with only one choice. At midnight of February 8, 2024, the majority of the Princeton Fire and Rescue Department will be walking away from something that so many have put blood, sweat, and tears into, unless there is a change in leadership. We are unwilling to continue to work under the direction of Chief Ron Lawrence.

Fire department members have reached out many, many times to Chief Lawrence, Administrator McPherson, and City Council members to try to communicate and get some resolution for the above-mentioned items and received very little response and no measurable change.

As a city, you have failed to provide the tax paying citizens and the firefighters with the transparency, honesty, and safety that is warranted.

Regards,

The frustrated members of the PFRD

EXHIBIT 25



City of Princeton
705 2nd Street North
Princeton MN 55371
(763) 389-2040 Phone

STATEMENT

Statement Date: 09/06/2023

JEFF FYLSTRA
105 PAWNEE
PRINCETON MN 55371

Customer No: 1064

Date	Invoice #	Description	Charge	Credit	Balance
11/22/2022	52	INCIDENT RESPONSE	300.00	.00	300.00
06/07/2023	153	VEHICLE INCIDENT	300.00	.00	600.00
07/06/2023	159	INCIDENT RESPONSE	300.00	.00	900.00

to be
Property Tax Assessed →

Balance Due: 900.00

Please make check payable to:
City of Princeton
705 2nd Street North
Princeton MN 55371

Past due please pay promptly.

OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	OVER 120 DAYS	OVER 150 DAYS
.00	300.00	300.00	.00	300.00



City of Princeton
 705 2nd Street North
 Princeton MN 55371
 (763) 389-2040 Phone

INVOICE

Invoice Number: 153
 Invoice Date: 06/07/2023
 Customer Number: 1064
 Amount Due: \$300.00
 Due Date: 07/07/2023

Bill To: FYLSTRA, JEFF
 105 PAWNEE
 PRINCETON MN 55371

Quantity	Description	Unit Price	Net Amount
1	VEHICLE INCIDENT LIFT ASSIST ON 05/25/23 IN THE CITY OF PRINCETON, RUN #179. INCEDENT RESPONSE ADDRESS: 105 PAWNEE, PRINCETON MN 55371. PLEASE CALL FIRE CHIEF RON LAWRENCE WITH QUESTION AT 763-389-2410.	300.00	300.00
		Total:	\$300.00

Return This Portion with Your Payment

06/07/2023 Customer Number: 1064
 Customer Name: JEFF FYLSTRA
 105 PAWNEE
 PRINCETON MN 55371

Amount Due: \$300.00
 Invoice Number: 153

Make Check Payable to:

City of Princeton
 705 2nd Street North
 Princeton MN 55371
 (763) 389-2040 Phone

*Check box for address change and
 print correct address on reverse side*



City of Princeton
 705 2nd Street North
 Princeton MN 55371
 (763) 389-2040 Phone

INVOICE

Invoice Number: 159
 Invoice Date: 07/06/2023
 Customer Number: 1064
 Amount Due: \$300.00
 Due Date: 08/05/2023

Bill To: FYLSTRA, JEFF
 105 PAWNEE
 PRINCETON MN 55371

Quantity	Description	Unit Price	Net Amount
1	INCIDENT RESPONSE PUBLIC ASSIST ON 06/15/2023, RUN #219 IN THE CITY OF PRINCETON. INCIDENT RESPONSE ADDRESS: 105 PAWNEE, PRINCETON MN 55371. PLEASE CALL FIRE CHIEF RON LAWRENCE WITH QUESTIONS AT 763-389-2410.	300.00	300.00
		Total:	\$300.00

Return This Portion with Your Payment

07/06/2023 Customer Number: 1064
 Customer Name: JEFF FYLSTRA
 105 PAWNEE
 PRINCETON MN 55371

Amount Due: \$300.00
 Invoice Number: 159

Make Check Payable to:

City of Princeton
 705 2nd Street North
 Princeton MN 55371
 (763) 389-2040 Phone

Check box for address change and print correct address on reverse side



City of Princeton
 705 2nd Street North
 Princeton MN 55371
 (763) 389-2040 Phone

INVOICE

Invoice Number: 52
 Invoice Date: 11/22/2022
 Customer Number: 1064
 Amount Due: \$300.00
 Due Date: 11/22/2022

Bill To: FYLSTRA, JEFF
 105 PAWNEE
 PRINCETON MN 55371

Quantity	Description	Unit Price	Net Amount
1	INCIDENT RESPONSE LIFT ASSIST ON 10/16/22. RUN #361 CITY OF PRINCETON <i>Questions call 763-389-2410</i> <i>2/27/23</i> <i>Please read see memo</i>	300.00	300.00
<i>PAST DUE</i>		Total:	\$300.00

Return This Portion with Your Payment

11/22/2022 Customer Number: 1064
 Customer Name: JEFF FYLSTRA
 105 PAWNEE
 PRINCETON MN 55371

Amount Due: \$300.00
 Invoice Number: 52

Make Check Payable to:

City of Princeton
 705 2nd Street North
 Princeton MN 55371
 (763) 389-2040 Phone

*Check box for address change and
 print correct address on reverse side*

EXHIBIT 26

2024 Fee Schedule

Description	Last Amended	Last Reviewed	Fee
ADMINISTRATION			
Appeal Fee Ch. 169.999 Adm Citation	2009	2023	\$50.00
Appeal Fee – others (to City Council)	2014	2023	\$100.00
Annexation	2021	2023	\$500.00
Copies - each page	1992	2023	\$0.25
Large Format Maps (Plotter)	2004	2023	\$20.00
Lodging Tax	2023		3% of monthly net receipts
Notary Fee	2021	2023	\$2.00
Payment Late Fee (90 days overdue)	2018	2023	\$30.00
Return Check Fee (Statute 604.113 sub 2, a)	2002	2023	\$30.00
Special Assessment Searches	2021	2023	\$25.00
Special Meeting Request	2021	2023	\$250.00
Vacant Property Registration	2010	2023	\$25.00

AIRPORT			
Hanger Land Lease	2023	2023	\$.20 sq ft
Tie Down area usage more than 10 days	2019	2023	\$16.00 / week

BUILDING PERMIT FEES:

State Surcharge: Schedule is based on the currently adopted State Surcharge Table – per MN Statute 326B.148 State Surcharge is applicable on all permits unless otherwise noted.

Residential Permit Fees

(Residential as defined below)

*(Definition of residential: **IRC-1 Single Family Dwelling:** Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-2 Two-Family Dwelling:** Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. **IRC-3 – Townhouse:** Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and has open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. **IRC-4 Accessory Structure:** Definition: A structure not greater than 3000 ft² in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.*

Unless identified below, all residential permits require a valuation and fees shall be calculated using the valuation table.

Maintenance Permit Fees:

- Re-Roof: \$75.00 Replacement of roof covering material only.
- Re-Side: \$75.00 Replacement of siding material only.
- Re-Window: \$75.00 Replacement of same size windows.
- Re-Door/Garage door: \$75.00 Replacement of same size doors.

Plumbing Permit Fees:

- New Fixtures (new construction): \$80.00 (plus \$10.00/fixture after 8 fixtures).
- Lawn Irrigation: \$75.00 (unless part of above).
- Fixture Maintenance/Replacement: \$75.00/Fixture (water heater, water softener, etc.).

2024 Fee Schedule

Mechanical Permit Fees:

- New Mech. Units (includes ducts): \$75.00 (plus \$37.50/unit after 2 units–incl changes from electric to gas).
- Gas Line (with mechanical permit): \$40.00 (plus \$20.00/gas line after 2 lines).
- Gas Line Only Permit: \$75.00
- Mech. Unit Replacement: \$75.00/unit (A/C or furnace replacement, ducting, venting, etc.).
- Gas Fireplace/Wood Stove: \$75.00/unit (plus \$20.00 if gas line needed).
- Traditional Fireplace with Masonry: Based on valuation and requires a permit. Typically, wood burning.

Commercial Permit Fees

All Commercial permit applications, which include all buildings and structures not defined as Residential above, require plan review and permit fees based on valuation. This includes re-roof, re-side, re-window, re-door, and demolition.

- Building Permit minimum: \$100.00
- Plumbing Permit minimum: \$100.00
- Mechanical Permit minimum: \$100.00
- Gas Line minimum (unless included with other mechanical work): \$75.00
- Fire Sprinkler Systems require regular building permit: Fees are based on valuation.
- Fire Alarm Systems require regular building permit: Fees are based on valuation.
- Sprinkler Permit minimum: \$100.00
- Fire Alarm Permit minimum: \$100.00

Valuation-Based Permits

*Pursuant to MN Rules Chapter 1300.0160 subpart 3, Building permit valuations shall be set by the Building Official. For determining the permit valuation, the Building Official will use the supplied valuation with a minimum value as calculated by the current Building Valuation Data Table, published each May by the Department of Labor and Industry and other data, as needed, for projects not otherwise specified.

Fee Schedule Base: 1997 (modified)

Value up to (and including):		For the first:	Plus	For each additional:
------------------------------	--	----------------	------	----------------------

Building Permit Related Fees – (commercial and residential)

- **Plan Check/Document Evaluation Fee:** 65% of the Permit Fee for Residential and Commercial Projects.
- **Master Plan:** When submittal documents for similar plans are approved, plan review fees shall not exceed 25 percent of the normal building permit fee established and charged for the same structure. Plan review fees for the original plan review are 65% of the permit fee.
- **Review of State Approved Plans:** 25% of the plan review required by the adopted fee schedule (for orientation to the plans).
- **Demolition Permit Fees:** Based on valuation. Demolition is the deconstruction of a building or structure.
- **Exterior Structures:**
 - The following permits require a valuation and fees shall be calculated using the valuation table.
 - Decks
 - Retaining Wall (over 4' in height)
 - Fence (over 7' in height)
 - Sheds (over 200 sq. feet)
 - Permanent and In-ground Swimming Pools

2024 Fee Schedule

- **Seasonal Swimming Pools: \$75.00**
Seasonal residential swimming pools requiring permits (over 24" deep or 5000 gallons in capacity, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any number of times. A site plan is required to be approved as a part of the permit submittal, and it must be kept on site for review as needed.
- **Moved-in or prefabricated structures:**
 - **Pre-moved in single family dwelling:** \$175.00 plus travel time and mileage from municipality office (as calculated by Google maps) (excludes prefab buildings); Connection Fee \$275.00 (does not include foundation/interior remodel), Connection Fee, Plumbing \$75.00 and Mechanical \$75.00.
 - **Pre-moved in accessory structure:** \$125.00 plus travel time and mileage from municipality office (as calculated by Google maps); Connection Fee \$200.00 (does not include foundation/interior remodel), plus plumbing and mechanical connection fees (above) if appropriate.
 - **Prefabricated Single Family Dwelling (SFD):** \$275.00 (foundation requires a separate building permit).
- **Manufactured home installation:** \$275.00 (foundation requires a separate building permit).
- **Site work for manufactured, prefab, or moved in home (foundation, basement, etc.):** Based on valuation.
- **Signs and billboards require both a zoning plan review and a building permit:** Based on valuation.

Other Inspections and Fees

1.	Re-inspection fee: A re-inspection fee may be assessed for each inspection or re-inspection when the portion of work for which inspection is called is not complete or when corrections called for are not made. On valuation-based building permits, this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees shall also be assessed when 1) the address of the jobsite is not posted, 2) the inspection record card is not posted or provided at the worksite, 3) the approved plans are not readily available for the inspector, 4) full access to the site is not provided for the inspector, 5) the inspector is not met by the responsible individual (no show), 6) on residential (IRC) maintenance permits where corrections are required to be inspected, and 7) deviations from the approved plans occur without prior building official approval. Re-inspection fees are due on or before the re-inspection. Payment made payable to the Municipality.	\$60.00
2.	Inspections outside of normal business hours (includes travel time both ways - 2 hour minimum).	\$95.00/hr.
3.	Inspections for which no fee is indicated, Miscellaneous and special services (1/2 hour minimum).	\$95.00/hr.
4.	Additional plan review required by changes, additions, or revisions to approved plans (1/2 hour minimum).	\$95.00/hr.
5.	Special Investigation fee (work started without obtaining a permit) – this fee is in addition to the permit fee and is due whether a permit is issued or not.	100% of permit fee
6.	Permit renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number).	1/2 the original permit fee
7.	Change of Use with no other permits issued.	\$100.00
8.	Permits are valid until work is completed or the permit has expired (after 180 days of inactivity). Extensions, approved by the building official, adjust the expiration date, and no fees are associated with approved extensions.	
9.	Refunds:	
	Plan review: if plan review has not started.	100%
	Plan review: if plan review has started or has been completed.	0%
	Permit fee: if work not started within 6 months of permit issuance by City.	60%
	Non-valuation-based Permits.	0%

2024 Fee Schedule

CEMETERY			
Crypt Charge	2024	2023	\$150.00
Graves:			
Adult, City Resident	2024	2023	\$700.00
Adult, Non-Resident	2024	2023	\$950.00
Cremains	2024	2023	\$250.00
Infants (1/2 Adult), City Resident	2024	2023	\$300.00
Infants (1/2 adult), Non-Resident	2024	2023	\$350.00
Marker Locating	2015	2023	\$25.00
Marker Settings:			
Stone Relocation	2024	2023	\$650.00
Single head/foot marker (1' x 2' stone)	2024	2023	\$400.00
Double head/foot marker (1' x 4' stone)	2024	2023	\$400.00
Monument slab Single (1' x 2')	2024	2023	\$400.00
Monument slab double (1' x 4')	2024	2023	\$425.00
Monument slab other size	2018	2023	call
Opening & Closing:			
Full Adult	2024	2023	\$750.00
Cremains	2018	2023	\$250.00
Casket size under 36"	2024	2023	\$350.00
Disinter/Reinter	2001	2023	double
Burials:			
Full Burial Weekend/Overtime Labor Charge (up to 3 hrs.)	2024	2023	\$225.00
Full Burial Weekend/Overtime Labor Charge (over 3 hrs.)	2024	2023	\$75/hr
Over 30 minutes from scheduled time	2024	2023	\$75/hr
Cremains Weekend/Overtime Labor Charge (up to 2 hrs)	2024	2023	\$225.00
Cremains Weekend/Overtime Labor Charge (over 2 hrs)	2024	2023	\$75/hr
Weekend Add'l PW Labor	2024	2023	\$75/hr
Winter Burials (Full)	2018	2023	\$1,200
Winter Burials (cremation)	2024	2023	\$700
FACILITY FEES			
Camping			
Riverside Park Campground:			
Without electric up to 10 days	2021	2023	\$25.00/night + 3% lodging tax
With electric up to 10 days	2024	2023	\$35.00/night + 3% lodging tax
Riebe Park Primitive Campsites		2023	\$10.00/night + 3% lodging tax
Civic Center:			
Monday – Thursday- non resident	2021	2023	\$175.00*
Monday – Thursday – resident / Civic Organization	2021	2023	\$110.00*
Monday - Thursday - Non-Profit with a Non fundraising event	2021	2023	\$30.00*
Friday - Sunday – non resident	2021	2023	\$325.00*
Friday - Sunday –resident / Civic Organization	2021	2023	\$260.00*

2024 Fee Schedule

Civic Center - Wifi Access for event		2023	\$5.00*
Library Room Rental:			
	2006	2023	\$15.00/hr.
non-profit groups	2021	2023	\$30.00/day
Mark Park:			
Shelter Rental Fees	2021	2023	\$75.00*
Mark Park Softball Field Use:			
Non-Youth Leagues	2018	2023	\$150.00/season per team*
Youth Teams			
Princeton School District Child	2024	2023	\$6.50/person/season*
Non Princeton School District Child	2024	2023	\$13.00/person/season*
Tournaments			
Princeton Based Host Team	2018	2023	\$25.00/Team*
Non Princeton Based Host Team	2018	2023	\$35.00/team*
Key Deposit/Damage Deposit	2011	2023	\$100.00
Splash Park:	2010	2023	
Daily pass		2023	\$4.00/person/day*
Advanced passes - 10		2023	\$35.00*
Advanced passes - 25		2023	\$75.00*
Splash Park Family Day Pass		2023	\$20.00*
Splash Park Group Rates			
1-45 people	2010	2023	\$65.00*
46-80 people	2010	2023	\$120.00*
81+ people	2010	2023	\$150.00*
<i>* If paying with a Credit Card, Applicable Credit card fees will be added to the fee</i>			
Splash Park Sponsorship			
Non-Profits and Places of Worship	2024		\$250.00
Businesses	2024		\$300.00
FIRE DEPARTMENT:			
Emergency Management Training			
EMR / EMT Initial Training	2023		\$300
EMR / EMT Refresher Training	2023		\$100
False Alarms - Commercial	2018	2023	thereafter
False Alarms - Residential	2018	2023	thereafter
Firefighters/EMTs	2024	2023	\$30/hr per FF
Firefighters/EMTs with equipment	2024		\$30/hr each piece of equipment
Fire Reports	2021	2023	Per Statute
Fire Department Response to Fires, Illegal burning, Vehicle Accidents or Medicals		2023	\$300/hr
Grass Fire	2021	2023	Per DNR Contract
Knox Box Surface Mount	2021	2023	Actual Cost + Shipping
Knox Box Flush Mount	2021	2023	Actual Cost + Shipping
Loads of Water		2023	\$150.00 per load
Requested Structure / Training burns		2023	\$500.00
<i>*Structural Training Burns: Permit fees, inspection fees, removal of asbestos and cleanup are the responsibility of the property owner.</i>			

2024 Fee Schedule

Safety Trailer rental	2020	2023	\$100/day
Supplies Foam – Class A	2021	2023	\$40.00/gal
Supplies Foam – Class B AFFF AR	2021	2023	\$60.00/gal
Minimum Standards / Charge for Engine Types	2021	2023	Per Current DNR Contract
LICENSES / SPECIAL EVENTS			
Adult Establishment Fees:			
Annual License Fee	2010	2023	\$10,000 year
Initial Investigation Fee	2010	2023	\$5,000.00
Annual License Late Fee	2016	2023	25% of annual fee
Cannabinoid Product Retail Sales		2023	\$300
Dog - Spayed/Neutered (2 yr. license)	2021	2023	\$10.00
Dog - NOT Spayed/Neutered (2 yr. license)		2023	\$15.00
Fireworks - Sale	2021	2023	fireworks only
Garbage / Recycling Haulers	2021	2023	\$250.00
Golf Carts	2002	2023	\$25.00
Liquor Licenses:			
3.2 % Off-sale	1988	2023	\$100.00
3.2% On-Sale	1988	2023	\$200.00
3.2% Temporary	1988	2023	\$25.00 per day, \$15.00 if on
Caterer	2011	2023	\$25.00
Brew Pub	2021	2023	\$500.00
Brew Pub Off-sale	2021	2023	\$200.00
Brew Pub Sunday	2021	2023	\$200.00
Intoxicating			
On-sale	1988	2023	\$2,500.00
On-sale Sunday	1988	2023	\$200.00
Temporary	2021	2023	00.00 per day, \$25.00 if caterer is licensed
Club License	2021	2023	\$500.00
Microbrewery as Home Occ in R1 & R2	2016	2023	\$150.00
On Sale Wine and Strong Beer			\$500.00
Pawn Shop Fees:			
Annual License Fee	2010	2023	\$500.00/year
Billable Transaction Fee	2010	2023	\$300.00/mo.
Pet Store (Annual)	2014	2023	\$100.00/ year
Special Event permit	2021	2023	\$50.00
Taxi Cabs	2010	2023	\$60.00/year/vehicle
Tobacco & Electronic Cigarettes (Annual)	2021		\$200
Vendor Licenses:			
Peddler/Hawker/Solicitor**	2012	2023	\$250 (annual), \$30 5 cons days, \$50
Transient Merchant (annual)**	2012	2023	\$250 (annual), \$30 5 cons days, \$50
Vendors selling food	2012	2023	\$250 (annual), \$30 5 cons days, \$50
Wireless Facility (Small)	2019	2023	\$175.00 / year (\$150 rental + \$25
LIQUOR DEPARTMENT:			
Fee Keg Deposit - 8 gal.	2004	2023	\$ 30.00
Tapper Deposit	2004	2023	\$ 75.00

2024 Fee Schedule

PLANNING/ZONING DEPARTMENT			
Fencing (over 7 feet)	2005	2023	\$75.00
Land Use permits (Conditional Use, Interim Use, Variance)	2021	2023	\$275.00
Additional Recorded Document, \$50 each		2023	
Lot Combination / Lot Split	2006	2023	\$275
Park Dedication Fees:		2023	
Residential Zone	2021	2023	\$1,800 per unit
Commercial/Industrial Zone	2021	2023	\$1,800 for the first acre, \$1,000 for each additional acre
<i>(if land dedication is included- up to 10% between 3-5 acres; approved by Park Board)</i>			
Princeton Area Topographical Data	2007	2023	\$25.00/acre
Rezoning	2006	2023	\$300.00
Signs:			
Wall signs	2014	2023	\$50.00
Freestanding Signs	2007	2023	\$100.00
Replacement (wall or freestanding)	2014	2023	\$25.00
Temporary Signs	2011	2023	\$20.00
<i>(Excluding non-profit organizations)</i>			
Site Plan Reivew	2021	2023	\$500.00 Escrow
Subdivision Plats:			
Preliminary	2023	2023	\$350 if 10 lots , \$25 each additional, lot to maximum of \$1000. + \$2000
Final	2021	2023	\$300.00
Tax Abatement / TIF Application	2024		\$12,000 escrow
Vacations: Street, Alley or Easement	2021	2023	\$275.00
POLICE DEPARTMENT			
Accident Reports		2023	Per State Statute
Animal Impoundment Fee		2023	Refer to contract
Copy of Videos		2023	Per State Statute
Court Ordered Breath Tests	2007	2023	\$20.00/test
Dangerous Dog Monitoring	2023	2023	\$500/year
Digital Media		2023	Per State Statute
False Alarms –	2003	2023	3 per year free, \$25.00 each thereafter
Fingerprinting	2021	2023	\$10.00
Police Reports		2023	Per State Statute
Photo Processing		2023	Per State Statute
Special Events - Reserve Officers	2024	2023	\$35/hr.
Special Events Holiday - Reserve Officers	2024		\$50/hr
Special Events – Police Officer	2024	2023	\$82.35/hr
Special Events Holiday – Police Officer	2024	2023	\$175/hr
Storage: forfeiture or impounded vehicles		2023	
Vehicles (including motorcycles & ATVS)	1990	2023	\$10 a day, not more than 30 days

2024 Fee Schedule

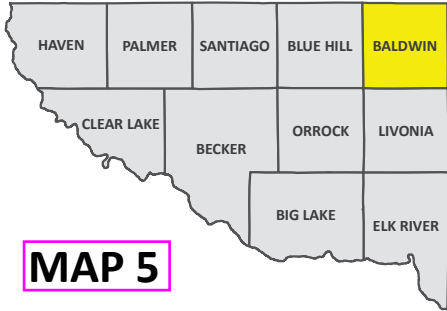
PUBLIC WORKS			
Barricades	2021	2023	\$2.00
Blacktop	2024	2023	\$7.00/2" sq yard
Blade (with operator)	2024	2023	\$165/hr
Bucket Truck (with operator)	2024	2023	\$220/hr
Chain saws (with operator)	2024	2023	\$60/hr
Chipper	2021	2023	\$110/hr
Compressor (with operator)	2021	2023	\$60/hr
Digging Deposit	2021	2023	\$2000 / or \$10,000 Bond
Dump truck/Sander (with operator) (\$75 min.)	2024	2023	\$135/hr
Dump trucks (with operator)	2024	2023	\$105/hr
Dump trucks with plows (with operator)	2024	2023	\$135/hr
Electric Jackhammer	2024	2023	\$40hr
Flashers	2021	2023	\$2.00
Gas Auger (with operator)	2024	2023	\$55/hr
Generator	2024	2023	\$300.00
Labor	2024	2023	\$50/Hr
Lawn Mowers (with operator)(30 min. min.)	2024	2023	\$60/hr
Loader (with operator)	2024	2023	\$153/hr
Overtime Labor	2021	2023	***add \$22.50 to applicable rates
Paint Sprayer (with operator)	2024	2023	\$55/hr
paint		2023	Actual Cost + 10%
Pickup Trucks	2024	2023	\$1.50/mile
Rubber Tire Roller (with operator)	2021	2023	\$90/hr
Quad-Axle Dump truck (with operator)	2021	2023	\$115/hr
Mixed Winter Sand (limit 1 yd/trip)	2024	2023	\$65/yard
Class 5	2024	2023	\$25/yard
Sewer Rodder (with operator)	2024	2023	\$90/hr
Sewer Jetter/Vacuum (with operator)	2024	2023	\$265/hr
Sewer Camera (2 men)	2024	2023	\$140/hr
Signs & Posts		2023	Actual Cost + 10%
Skid Steer (with operator)	2024	2023	\$110/hr
Small Sweeper (with operator)	2024	2023	\$110/hr
Street Sweeper (with operator)	2021	2023	\$120/hr
Steel Roller (with operator)	2024	2023	\$65/hr
Submersible Pump	2024	2023	\$80/hr
Tractor (with operator)	2024	2023	\$85/hr
Tractor/Backhoe	2024	2023	\$105/hr
Bidirectional Tractor/Snow thrower (w/ operator)	2024	2023	\$200/hr
Bidirectional Tractor/mowers (w/ operator)	2024	2023	\$200/hr
Tractor with mower (with operator)	2024	2023	\$95/hr
Traffic Cones (2)	2021	2023	\$2.00
Trimmer	2024	2023	\$60/hr

2024 Fee Schedule

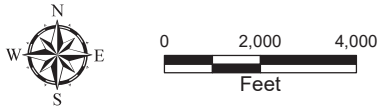
SEWER			
Biochemical Oxygen Demand (CBOD5)	2012	2023	\$0.95 per pound
Total Kjeldahl Nitrogen (TKN)	2012	2023	\$0.45 per pound
Total Phosphorus (TP)	2012	2023	\$19.38 per pound
Total Suspended Solids (TSS)	2012	2023	\$ 1.97 per pound
Foreign Sludge processing		2023	3¢ per gallon
<u>Sewer and Water Access Fees</u>			
Standard Fee - sewer	2021	2023	\$12.50 / 1,000 gallons
Haul In Sewer Disposal (with prior Wastewater Manager Appro	2021	2023	\$40 per 1000 gallons
Sewer Availability Charge (SAC)	2017	2023	
1" Service Line		2023	\$2,100.00
1½" Service Line		2023	\$3,150.00
2" Service Line		2023	\$4,200.00
4" Service Line		2023	\$8,400.00
6" Service Line		2023	\$12,600.00
8" Service Line		2023	\$16,800.00
10" Service Line		2023	\$21,000.00
12" Service Line		2023	\$25,200.00
Water Availability Charge (WAC)	2017		
1" Service Line		2023	\$2,000.00
1½" Service Line		2023	\$3,000.00
2" Service Line		2023	\$4,000.00
4" Service Line		2023	\$8,000.00
6" Service Line		2023	\$12,000.00
8" Service Line		2023	\$16,000.00
10" Service Line		2023	\$20,000.00
12" Service Line		2023	\$24,000.00
<u>Sewer and Water Trunk Fees</u>			
Sewer Trunk Fee		2023	\$5,105 per acre**
Water Trunk Fee		2023	\$3,187 per acre**
<u>Stormwater Utility Fee</u>			
Stormwater Utility Fee Residential Fee	2009	2023	\$1.89 per month
Commercial Fee			

EXHIBIT 27 Baldwin Township








Map of Parcels ≤ 10 Acres

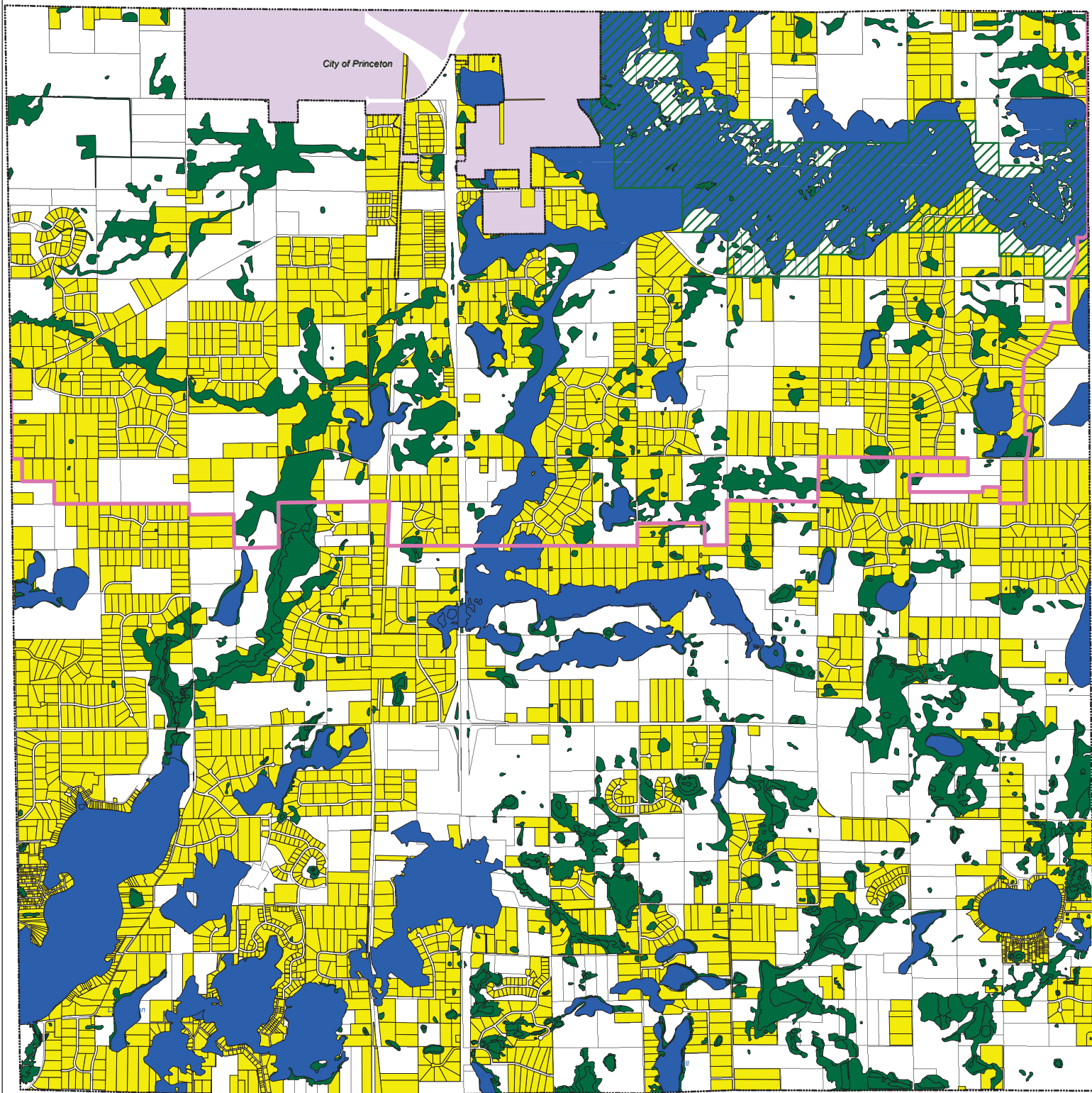


MAP 5



Legend

-  Princeton Sewer Area Boundary
-  Rum River WS District - 1222 Acres
-  Floodplain - 2935 Acres
-  NWI - 4894 Acres
-  Parcels 10ac or Less - 8916 Acres
-  Total Future Service Area - 9173 Acres
-  City of Princeton



SOURCE: Princeton Comprehensive Sanitary Sewer Plan (Figure 6-1)

DISCLAIMER: Baldwin Township does not warrant the accuracy nor the correctness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including loss of business, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed.

EXHIBIT 28



COMPREHENSIVE PLAN SANITARY SEWER SYSTEM

COMPREHENSIVE SANITARY SEWER SYSTEM PLAN

PRINCETON | MILLE LACS AND SHERBURNE COUNTIES | MN

December 17, 2020

Prepared for:
City of Princeton
705 2nd Street North
Princeton, MN 55371

WSB PROJECT NO. 015421-000



COMPREHENSIVE SANITARY SEWER PLAN

Prepared for:

**City of Princeton
705 2nd Street North
Princeton, MN 55371**

December 17, 2020

Prepared by:



CERTIFICATION

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


Jonathan Christensen, P.E.

Date: December 17, 2020

Lic. No. 57814

Quality Control Review Completed By:


Greg Johnson, P.E.

Date: December 17, 2020

Lic. No. 26430

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APPENDIX B

Adjusted Wastewater Flow by Sanitary Sewer Sub-District

APPENDIX C

Development Phase Cost Estimates

1.0 EXECUTIVE SUMMARY

The City of Princeton Comprehensive Sanitary Sewer Plan (Plan) provides an inventory of the City's existing sanitary sewer facilities, an evaluation of the existing facilities, a plan to expand the existing trunk sewer system to collect wastewater flow from future development, and an opinion of probable construction costs for the proposed improvements.

The Plan was developed using data (as-builts, development extents, wastewater flow data, and lift station pump test data) as of May 2020. Recommended future trunk sanitary sewer system improvements were based on the development extents from the *City of Princeton Draft 2020 Comprehensive Land Use Plan*, planning discussions with City staff, and wastewater flow projections.

The existing area to which the City provides sanitary sewer service has been divided into four (4) sewer districts. Each sewer district was also divided into sub-districts. The existing sewer districts are mostly developed, and the existing land uses are shown in **Figure 3-1**. Wastewater is collected by the City's trunk sewer system and conveyed to the Princeton Wastewater Treatment Facility (WWTF). The existing sanitary sewer system and sanitary sewer districts are shown in **Figure 5-1** and **Figure 5-2**. The sanitary sewer sub-districts are shown in **Figure 5-3**.

The capacity of the existing sanitary sewer system was analyzed by constructing a computer model of the system using SewerCAD software (SewerCAD v10) based on GIS data and record plans. The existing wastewater flows within the system were estimated using existing land use data and calibrated with WWTF flow data. Results from the modeling indicate that the existing trunk sewer system has adequate capacity for existing peak flows, as shown in **Figure 5-6**.

The existing sanitary sewer system and future development plans will change over time and could develop differently from this plan in certain areas. Therefore, it is recommended to update the SewerCAD model completed with this study as development occurs in order to maintain an accurate "existing system" SewerCAD model.

Future wastewater flows will increase as the population grows and development occurs. Growth projections have been developed in accordance with the *City of Princeton Draft 2020 Comprehensive Plan*. The Future Land Use Plan, shown in **Figure 3-2**, provides sufficient development area to meet the City's growth needs.

Planning for expansion of the trunk sewer system is typically based on developable acres because the location of development is critical for determining the capacity of downstream sewers. The analysis in this report is limited to the future sanitary sewer service area shown in **Figure 6-1**. Growth rates will continually change with time; however, the capacity of the trunk sewer system depends on the development of specific areas at specific locations. Planning for the trunk sewer system beyond a short-term boundary is important to identify potential trunk sewer corridors and to preserve those corridors as development occurs. Analysis of the topography surrounding Princeton indicated that existing gravity sewers could be extended in some areas and that new trunk gravity sewers would be needed in others. Future sewer districts are shown in **Figure 6-1**. The future sewer districts include areas in neighboring Townships so that the trunk sewer system is sized to allow the option to serve these areas with municipal sewer in the future if desired. Some trunk sewers could be difficult to reconstruct or upsize; therefore, in some cases the boundaries between future sewer districts were influenced by the capacity limitations of individual trunk sewer sections.

It is anticipated that development will initially occur via extensions from the existing sanitary sewer system. As development progresses in the Industrial Park lift station and 21st Avenue lift station service areas, the trunk sewer in Smith System Road will need to be upsized. Additionally, as development progresses north of MN-95, the trunk sewer in 7th Avenue N, the North lift station, and the trunk sewers between the North and Main lift stations will need to be upsized. These trunk sewer upgrades are shown in **Figure 6-2**. For the purpose of this study, it was assumed that the construction of a parallel trunk or the reconstruction of an existing interceptor would occur at a maximum depth of thirty feet (30') and at minimum grade based on diameter in order to maximize the service area. A more detailed feasibility study is recommended to determine the most cost-effective construction method for adding trunk sewer capacity.

Development growth is expected to continue to the future sanitary sewer service boundary in all districts in accordance with the future land use plan (**Figure 3-2**). However, once growth has encompassed the future sewer service area, expansion of the sewer service area could be limited to the available capacity in the collection and treatment systems at that time.

The existing topography of the undeveloped areas was studied to determine the route of gravity sewer areas for future trunk facilities. The objective for laying out the future system was to minimize the number of trunk lift stations while keeping the maximum depth of gravity sewers to less than 30 feet deep. Future sewers were designed at minimum grade to be conservative. The City's topography is generally flat with the majority of ground elevations varying between 970 to 990 feet which results in a need for additional lift stations. The layout of the future trunk sewer system is shown in **Figure 6-2**. The layout is general in nature and exact routing will be determined at the time of the feasibility study and design. It is important that the general concept and sizing be adhered to for assurance of an economical and adequate future system.

Construction cost estimates were developed for the completion of the future trunk sewer system. Typically, developers are required to construct sewers and lift stations necessary to serve their development at their own cost. It was assumed that developers would fund and construct all 8-inch sewers, so the estimated quantity of 8-inch diameter trunk sewers has been included, but not their estimated costs. Additionally, the City will only cover the oversizing cost of trunk sewers greater than 8-inch diameter. In other words, the City will cover the cost difference between the larger trunk and an 8-inch sewer. Developers are also required to pay the full costs of lift stations when needed to serve new development.

Table 1-1 below shows the estimated cost summary. Future improvement costs were based on 2019 construction prices, including a 10% construction contingency and a 20% overhead markup (i.e., legal, engineering, and administrative). Street and easement costs and other miscellaneous costs that may be related to final construction are not included. Detailed cost estimates for each phase are included in **Appendix C**.

**Table 1-1
Estimated Cost Summary**

Phase	Estimated Cost
1	\$3,295,000
2	\$7,715,000
3	\$52,652,000
4	\$52,221,000
Total	\$115,883,000

1. Costs are for budgeting purposes only and are subject to change as projects are studied, designed, and constructed.
2. Costs are estimated based on 2019 construction costs.
3. Land acquisition costs are not included.

2.0 PURPOSE AND SCOPE

The City of Princeton straddles Sherburne County and Mille Lacs County approximately fifty miles north of the Twin Cities. Princeton has experienced moderate growth in recent years and anticipates similar growth to continue. It has experienced development pressure due to its location on US-169 and its proximity to the Twin Cities.

The purpose of this study is to create a comprehensive tool for evaluating and expanding the City's sanitary sewer system. The study provides an inventory of existing sanitary sewer facilities, an analysis of the adequacy of the existing facilities, a plan to expand the existing trunk sewer system to collect wastewater flow from future development, and a Capital Improvement Plan (CIP) for funding future trunk sewer system expansions. The trunk sewer system is defined as gravity sewer mains of 10-inch diameter and larger, lift stations, and forcemains.

This study provides an estimated distribution of flow within the existing sanitary sewer system based on existing land use, as well as flow projections within the Future Sanitary Sewer Service Area based on the Future Land Use Plan. The existing wastewater flows are calibrated using metered wastewater flow received at the Princeton Wastewater Treatment Facility (WWTF).

A capacity analysis of the existing sanitary sewer system was completed by creating a computer model of the existing sanitary sewer system using SewerCAD software (SewerCAD v10), GIS data, and record plans of the system. Future trunk sewer system improvements were determined by modeling the expansion of the existing trunk sewer system to serve future development based on the wastewater flow projections and planning discussions with City staff.

3.0 LAND USE

3.1 Land Use Designations

Figure 3-1 shows the existing land use within the City of Princeton. The existing land use is separated into twelve (12) different land use categories. **Figure 3-2** shows the City's Future Land Use Plan. The future land use plan includes ten (10) land use categories.

Land use is a critical factor in determining the existing sanitary sewer system capacity and sizing future trunk sewer extensions because different land uses generate different wastewater flow rates. Further detail regarding the wastewater flows generated by each land use category is provided in Sections 5 and 6.

3.2 Developable Areas

The City's 2018 Comprehensive Plan Update Community Profile and Land Use Chapters discuss the projected growth of the City. The Community Profile chapter indicates that the City's population is projected to exceed 5,000 people by 2030. A small portion of the future land use shown in **Figure 3-2** will be developed by that time.

Planning for sewer service is typically based on developable acres because the location of development is critical for determining the capacity of individual downstream sewers. Growth rates will continually change with time; however, the capacity of the trunk sewer system is based on the development of specific areas at specific locations.

The gross area within the City's Future Sanitary Sewer Service Area, as shown in **Figure 3-2**, is approximately 46 square miles or 29,500 acres. For comparison, the existing sanitary sewer service area is approximately 1,700 acres.

The future developable area is defined as the difference between the future sanitary sewer service area boundary and the existing sewer service area, less any undevelopable land uses within that area. Land uses considered undevelopable were right-of-way, airport, conservation land, floodplain, and parks. The difference between the future and existing service areas is approximately 27,800 acres, and there are approximately 6,800 acres of undevelopable land use within that area. Therefore, there are approximately 21,000 acres of developable area.

The developable land area was identified as “Gross” Developable Acreage because it includes roads and common or public areas potentially included in developments. Roads, common areas, and parks typically consume twenty-five to thirty percent (25-30%) of the gross area within a development. The Gross Developable Acreage by land use category is shown in **Table 3-1**.

**Table 3-1
Gross Developable Acreage***

Land Use	Acres
Low Density Residential	18,100
High Density Residential	385
Commercial/Residential Mix	99
Commercial	597
Industrial	493
Industrial/Commercial	568
Institutional	64
Parks & Open Space	78
Right of Way	302
Total	20,686

Gross developable acreage corresponds with the land areas shown in **Figure 3-2.*

4.0 GROWTH PROJECTIONS

4.1 Projected Growth

Historical population data from the Minnesota State Demographer and future population projections from the *City of Princeton Draft 2018 Comprehensive Plan Update* are shown in **Table 4-1**. Princeton has exhibited moderate growth over the last two decades.

**Table 4-1
Historical and Projected Population**

Year	Population
2000	3,933
2005	4,503
2010	4,698
2015	4,736
2020	4,831
2025	4,927
2030	5,026

4.2 Projected Land Use Summary

For sewer planning purposes, it is critical to consider the locations of future developments and what infrastructure is in place or can be cost effectively constructed to convey the wastewater from the future developments to existing or future treatment facilities. The existing sanitary sewer service area is approximately 1,700 acres. The future sanitary sewer service area delineated in this report is approximately 29,500 acres. The greatest development pressure is expected to occur in the northwestern, northeastern, and southern portions of the City.

The future land use plan was used to project the wastewater flow that will be generated by the future development areas. The capacity of the existing system was analyzed to identify areas where there is residual capacity available for growth and areas where existing capacity has already been consumed. Areas with residual capacity available were prioritized for earlier phasing. The phasing and cost analysis in this report is intended as a reference for land use planning, and it does not represent or take the place of a staging plan.

5.0 EXISTING SANITARY SEWER SYSTEM

5.1 Existing Service Areas

Sanitary sewer systems consist of two elements: collection and treatment. The Princeton collection system conveys wastewater to the southeast where the Main Lift Station pumps the wastewater to the Princeton Wastewater Treatment Facility (WWTF) located along the Rum River.

The existing sewer service area is defined as the area from which wastewater flows are collected and is approximately 1,700 acres. It was broken down into four sewer districts based on the connection points to existing City trunk sewers and lift station service areas. **Figure 5-1** shows the existing sewer service area.

5.1.1 Individual Sewage Treatment Systems

There are several properties located within the City limits that are not connected to the City's sanitary sewer collection system. Wastewater treatment at the unserved properties located within the City limits is accomplished with septic systems, also referred to as Individual Sewage Treatment Systems (ISTS). There are currently eighteen (18) ISTS within the City limits, as shown in **Figure 5-4**.

5.2 Existing Wastewater Flows

An analysis of the existing wastewater flow was completed to create a SewerCAD model of the existing sanitary sewer system. To create an accurate representation of the existing sanitary sewer system, the location of where existing wastewater is generated and where it enters the sanitary sewer system was divided by sub-district. The following sections discuss the method and data used in estimating the location of existing wastewater flows within the sanitary sewer system.

5.2.1 Existing Sewer District Wastewater Flows

Wastewater flow generation rates for each individual sewer and sub-sewer district were not available for existing sewer flow analysis since the sewer collection system for the City of Princeton is only equipped with one flow meter at the WWTF. Therefore, the existing sewer flows generated in each district had to be estimated to be able to generate a SewerCAD model. The process by which an estimate of the sewer flows generated in each district were calculated is described in the following sections. Flow meter data for the WWTF was received from the City and is shown in **Table 5-1**.

**Table 5-1
Historical Wastewater Flow**

Year	Average Daily Flow (MGD)
2015	0.399
2016	0.371
2017	0.386
2018	0.392
2019	0.402
Average	0.390

5.2.2 Estimated Unit and District Wastewater Flows

To provide a detailed sanitary sewer system model, wastewater flows were estimated within each of the sewer districts and their sub-districts. Unit wastewater flows for each land use type were estimated to determine an approximate proportion of flow generated in each sub-district.

Table 5-2 below displays the estimated wastewater flow generation rates for each existing land use. Typical values of 180 gallons per day per unit (gpd/unit) for residential developments and 800 gallons per day per acre (gpd/acre) for non-residential developments were assumed for most land use types. The densities for existing residential land use types are the midpoint densities from the *City of Princeton Draft 2018 Comprehensive Plan Update*.

**Table 5-2
Estimated Wastewater Generation Rates**

Land Use Category	Units/Acre	Average Flow per Unit (gpd/unit)	Average Flow per Acre (gpd/acre)
Single Family	N/A	180	N/A
Multi Family	17.5	180	3,150
Mobile Home	17.5	180	3,150
Commercial/Industrial/Office	N/A	N/A	800
Institutional/Government	N/A	N/A	600
Parks & Open Space	N/A	N/A	0
Airport	N/A	N/A	0
Agriculture	N/A	N/A	0
Right of Way	N/A	N/A	0

Estimated wastewater flow generation rates were multiplied by the existing units or existing acres of each land use category within each sewer district. The resulting flows are listed in **Table 5-3**. A map displaying the layout of the existing sewer districts is shown in **Figure 5-2**. The estimated percentage that each district contributes to the total wastewater flow of the City was calculated. These percentages are listed in **Table 5-3**.

**Table 5-3
Estimated Percentage of Wastewater Flow by Sewer District**

Sewer District	Estimated Existing Flow (MGD)	Percent of Total Flow
Central	0.251	36.8%
North	0.213	31.3%
South	0.179	26.2%
West	0.039	5.7%
Total	0.682	100.0%

This approach estimated a total average wastewater flow for the City of Princeton of 0.682 MGD, which is greater than the WWTF meter reading of 0.390 MGD. Therefore, the estimated percentages displayed in the table above were multiplied by the average wastewater flow measured by the WWTF meter to assign an adjusted existing flow value to each sewer district based on actual flow data. The adjusted existing district wastewater flows are displayed in **Table 5-4**.

**Table 5-4
Adjusted Wastewater Flow by Sewer District**

Sewer District	Percent of Total Flow	Adjusted Existing Flow (MGD)
Central	36.8%	0.144
North	31.3%	0.122
South	26.2%	0.102
West	5.7%	0.022
Total	100 %	0.390

A similar approach was used to calculate the calibrated flow generated within each sub-district. The percentages for each sub-district can be found in **Appendix B**. Based on the calibrated existing wastewater flows assigned to each sub-district and lift station service area, the estimated existing average daily wastewater flows pumped by each lift station were calculated and are shown in **Table 5-5**.

**Table 5-5
Adjusted Wastewater Flow by Lift Station**

Lift Station	Average Flow (GPM)	Peak Hourly Flow (GPM)*
Main	32	128
1st Street	18	72
Industrial Park	37	146
21st Avenue	15	61
Burger King	3	10
North	54	216
12th Street	16	64
Woodland	8	33
Shop	6	26

**Calculated by multiplying the average flow by standard peak hourly flow factors for sanitary sewer design.*

5.3 Evaluation of Existing Facilities

The existing system capacity analysis was completed by modeling the existing sanitary sewer system using SewerCAD software. A SewerCAD model was developed for the existing sanitary sewer system based on as-builts and lift station records provided by the City. Wastewater flows were entered into the model for each sewer sub-district as discussed in the preceding sections.

The SewerCAD model was constructed based on the existing sanitary sewer system as shown in **Figure 5-1**, which shows existing gravity mains, lift stations, and forcemains. Each district was broken down into sub-districts, and flows were divided evenly within each sub-district.

To determine the sub-district flows, the average wastewater flow rates were estimated based on land use and the typical flows for each land use type listed in **Table 5-2** as described above. These percentages were then applied to the WWTF meter data to arrive at the existing average wastewater flow by sub-district.

The average flows were then multiplied by the peak hourly flow factors listed in **Table 5-6** to provide the peak flows that were inputted into the SewerCAD model. These are standard peak hourly flow factors used by the Metropolitan Council. Based on WWTF and flow monitoring data, the actual peak flow factors in the Princeton sanitary sewer system may be lower.

- The peak hourly flow metered in the last five years at the WWTF was 636 gpm (0.916 MGD) in May 2019. The average flow in 2019 was 0.402 MGD, so the system-wide peak factor would be 2.3. Whereas, at an average flow of 0.402 MGD, the table below prescribes a peak factor of 3.5.
- The peak hourly flow factors metered in the collection system in February 2020 at Flow Monitoring Locations 1 and 2 as shown in **Figure 5-5** were 2.5 and 1.6 respectively. In April to May 2020 the factors at the same locations were 2.1 and 2.3 respectively. The flow metering data is shown in **Figure 5-9** and **Figure 5-10**. Whereas, at the average flows metered, the table below would prescribe peak factors of 3.8 to 4.0.

In order to be conservative, the standard peak hourly flow factors shown in **Table 5-6** were used in the SewerCAD model.

**Table 5-6
Peak Hourly Flow Factors**

Average Flow (MGD)	Peak Hourly Flow Factor	Average Flow (MGD)	Peak Hourly Flow Factor
0.00 – 0.11	4.0	1.90 – 2.29	2.8
0.12 – 0.18	3.9	2.30 – 2.89	2.7
0.19 – 0.23	3.8	2.90 – 3.49	2.6
0.24 – 0.29	3.7	3.50 – 4.19	2.5
0.30 – 0.39	3.6	4.20 – 5.09	2.4
0.40 – 0.49	3.5	5.10 – 6.39	2.3
0.50 – 0.64	3.4	6.40 – 7.99	2.2
0.65 – 0.79	3.3	8.00 – 10.39	2.1
0.80 – 0.99	3.2	10.40 – 13.49	2.0
1.00 – 1.19	3.1	13.50 – 17.99	1.9
1.20 – 1.49	3.0	18.00 – 29.99	1.8
1.50 – 1.89	2.9	Greater than 30.00	1.7

5.3.1 Lift Stations

The City currently has nine lift stations in service, and their locations are shown in **Figure 5-1**. The firm pumping capacity, existing flows, and residual capacity for each lift station are listed in **Table 5-7**. The existing flows were calculated from two different data sources: (1) flow estimates based on land use that were scaled based on WWTF flow data from 2015 to 2019, and (2) flow estimates based on runtime data from twelve months in 2019 to 2020 and pumping rates measured by City staff via field drawdown tests. The peak hourly flows were calculated based on the peak factors shown in **Table 5-6**.

**Table 5-7
Existing Lift Station Capacity Analysis**

Lift Station	Firm Pumping Capacity (gpm)	Land Use Estimate Calibrated with WWTF Flow Data (2015-2019)			Runtime Data (2019-2020) and Drawdown Test Pumping Rates		
		Peak Hourly Flow (gpm)	Residual Capacity (gpm)	Residual Capacity (REU ¹)	Peak Hourly Flow (gpm)	Residual Capacity (gpm)	Residual Capacity (REU ¹)
Main	1,140	636	504	1,008	N/A	N/A	N/A
1st Street	352	72	280	559	95	257	514
Industrial Park	352	156	196	391	134	218	437
21st Avenue	337	61	276	551	24	313	626
Burger King	55	10	45	89	25	30	60
North	362	330	32	64	N/A	N/A	N/A
12th Street	470	64	406	813	69	401	802
Woodland	148	33	115	230	27	122	243
Shop	270	26	244	489	14	256	513

¹REU = residential equivalent unit

Results from modeling indicate that all existing lift stations have adequate capacity to convey existing peak wastewater flows. As shown in **Table 5-7**, all lift stations except the North lift station are utilizing approximately 50 percent or less of their existing firm pumping capacity. It is recommended that the City upgrade the instrumentation and controls at the North lift station to be able to monitor runtimes and plan to increase the capacity at this location once necessary.

5.3.2 Trunk Mains

The existing sanitary sewer system is comprised of gravity sewers ranging in size from 8-inch to 24-inch diameter. The City sanitary sewer mains collect at the Main lift station which pumps the wastewater to the WWTF. **Figure 5-1** shows the existing City sanitary sewers and the existing WWTF location.

The existing sewer pipe materials are shown in **Figure 5-7**, and the existing sewer pipe ages are shown in **Figure 5-8**. A breakdown of the gravity main materials and ages by length is shown in **Table 5-8** below.

Table 5-8
Existing Gravity Main Materials and Ages

Year Installed	Vitrified Clay Pipe (VCP)	Polyvinyl Chloride (PVC)	Material Unknown	Total
1959	3,054	0	0	3,054
1960-1969	50,498	923	7,232	58,654
1970-1979	9,334	10,941	10	20,284
1980-1989	0	1,244	2,260	3,504
1990-1999	1,061	9,491	1,775	12,328
2000-2009	497	35,669	0	36,166
2010-2019	0	4,363	1,388	5,752
Total	64,445	62,632	12,665	139,742

The gravity main pipe materials are predominantly vitrified clay pipe (VCP) and polyvinyl chloride (PVC). The forcemain materials also include cast iron pipe (CIP) and ductile iron pipe (DIP). VCP typically has a lifespan of 50 to 60 years, although there are installations in the United States that have been in service over 100 years. Clay pipe is brittle and can easily crack under strain allowing root intrusion, and earlier versions were more porous. By comparison, PVC typically has a lifespan of 70 to 100 years and is more flexible and resilient under strain.

The older, more central portions of the Princeton system installed in the 1960s and early 1970s are more often composed of VCP, while the newer boundary portions installed in the late 1970s through today are more often PVC. The older portions of the system with VCP are more susceptible to inflow and infiltration due to the pipe material and age, and these areas should be prioritized for televising and lining or replacement. The total length of aged VCP and unknown pipe is approximately 70,000 LF, which is roughly half of the system. It is recommended that any rehabilitation work be coordinated with the City's street improvement project schedule in order maximize efficiency and minimize cost.

As discussed previously, a SewerCAD model was developed to determine any deficiencies within the City’s existing sanitary sewer system. **Table 5-9** below shows the estimated peak flows used to evaluate the adequacy of the existing trunk sewer system. The peak flows are based on the existing peak factor of 2.35 observed at the WWTF. The trunk sewer shown in **Table 5-9** does not necessarily receive the entire flow from its district, but rather is the limiting segment of the trunk diameter listed for each district with the lowest residual capacity.

**Table 5-9
Existing Trunk Main Capacity Analysis**

District Served	Trunk Diameter	Trunk Capacity (MGD)	Existing Average Flow (MGD)	Existing Peak Hourly Flow (MGD)	Residual Capacity (MGD)	Residual Capacity (REU ¹)
Central	15"	1.471	0.265	0.624	0.847	1,177
North	12"	1.005	0.099	0.233	0.772	1,073
South	10"	0.812	0.096	0.226	0.586	814
West	24"	4.841	0.022	0.052	4.789	6,652

¹REU = residential equivalent unit

Figure 5-6 shows the results of the sanitary sewer system modelling. Gravity mains have been color coded to identify residual capacity. **Table 5-9** above shows only one representative trunk sewer main segment per district, while all existing gravity mains are shown in **Figure 5-6**. Results from the modeling indicate that the existing trunk sewer system has adequate capacity for conveying existing peak flows.

In SewerCAD, lift stations can be configured to discharge either the peak hourly flow arriving at the station or the pumping rate. The residual capacities shown in **Figure 5-6** are based on the peak hourly flow to avoid artificially surcharging the system. Therefore, receiving sewers downstream of lift stations may have less residual capacity depending on the pumping rates of the particular lift station(s). For example, if both the Industrial Park and 21st Avenue lift stations operate simultaneously, then several segments of the receiving 10-inch sewer in Smith System Road are at capacity. This is also the case for the 12-inch sewer in 7th Avenue North if the 12th Street, Woodland, and Shop lift stations are all operating simultaneously, although this is much less likely.

5.3.3 Wastewater Treatment

As discussed previously, the City of Princeton is responsible for wastewater collection and treatment. The design average flow of the Princeton WWTF is 1.635 MGD, and the average flow received from 2015 to 2019 was 0.390 MGD. The design average wet weather flow of the WWTF is 1.905 MGD, and the peak month flow from 2015 to 2019 was 0.427 MGD. Therefore, existing wastewater flows are approaching approximately one quarter of the facility's capacity. The WWTF will need to be expanded, or a new WWTF constructed, once the City roughly quadruples its wastewater generation, or once the population served approaches 20,000 people.

There are eighteen (18) remaining ISTS within the City limits. The locations of these ISTS are shown in **Figure 5-4**. City ordinance requires connection to the municipal sewer system when available.

5.3.4 Summary of Existing System Evaluation

The SewerCAD model created for analysis of the existing system included the following parameters:

- Existing gravity mains
- Existing lift stations and forcemains
- Existing peak hourly wastewater flows (estimated by land use type and calibrated with WWTF flow meter data)

The results from modeling indicate that the existing system infrastructure has adequate capacity to serve existing system flows. The existing trunk sewer system model showed no existing system deficiencies, aside from the simultaneous lift station pumping concerns described previously.

5.4 Inflow and Infiltration (I/I)

5.4.1 General

Inflow is clearwater that enters the sewer system rapidly from cross connections with storm sewer, sump pumps, roof drains, foundation drains, or manhole covers. Infiltration is clearwater that enters the sanitary sewer system more gradually through defects in the sewer pipes, joints, manholes, and service laterals.

Inflow and infiltration (I/I) consumes available capacity in the wastewater collection system and increases the hydraulic load on treatment facilities. In extreme cases, the added hydraulic load can cause bypasses or overflows of raw wastewater. This extra hydraulic load also requires larger capacity collection and treatment facilities, which results in increased capital, operation and maintenance, and replacement costs. As sewer systems age and deteriorate, I/I can become an increasing problem. Therefore, it is imperative that I/I be reduced whenever it is cost effective to do so.

5.4.2 I/I Analysis

The Princeton sanitary sewer system currently consists of approximately 27 miles of gravity main, nine lift stations, and 4.6 miles of forcemain. The amount of clearwater flow entering the system was estimated by calculating the average annual and peak month I/I rates, equal to the average wastewater flow minus the base sanitary flow, using WWTF meter data from 2015-2019. The average flow, both annual and monthly, was calculated from WWTF meter data. The peak month flow was determined for each year from 2015-2019, and then those peak month flows were averaged to provide the value listed in **Table 5-10**. The base flow was approximated as the minimum monthly flow, determined for each year from 2015-2019, then averaged to provide the value listed in **Table 5-10**.

Table 5-10
Estimated I/I Rate

Average Flow	0.390 MGD
Peak Month Flow	0.412 MGD
Base Flow	0.374 MGD
Average Annual I/I	4.0%
Peak Month I/I	9.2%

5.4.3 I/I Reduction

The City's ordinance prohibiting the discharge of clearwater to the sanitary sewer system is stated as follows:

900.05 Storm Sewage Prohibition. No roof drains, basement drains (except for floor drains) or storm sewers of any kind shall be connected with the city sanitary sewer system.

The City of Princeton does not have excessive I/I, nor is there any indication from flow data that I/I is increasing in the system. The City plans to continue its policies and asset management practices with incremental improvements as new technologies and best practices become available. The City is committed to monitoring and reducing I/I whenever economically feasible.

6.0 FUTURE SANITARY SEWER SYSTEM

6.1 Future Service Areas

The design of a cost effective future trunk sewer system is completed by defining a future sewer service area, determining how existing sewers would be extended to collect future wastewater flows from the future sewer service area, and analyzing the impact of future wastewater flows on the existing downstream sewers. The future sewer service area includes areas in neighboring Townships for sizing the future trunk system to accommodate flows from these areas in the future if desired. The extension of the existing trunk sewer system to the future sewer service area is based on dividing the future sewer service area into major sewer districts and sub-districts. The delineation of future sewer districts and sub-districts is generally governed by existing topography, other existing features such as roadways and conservation areas, and potential future WWTF location(s). The future sanitary sewer service area is shown in **Figure 6-1**.

Some trunk sewers could be difficult to reconstruct or upsize because of sewer location and depth in existing neighborhoods. Reconstruction of these trunk sewers could cause disruption to well-established neighborhoods and could be very costly. As trunk sewers reach capacity, a more detailed analysis should be completed to determine whether or not to increase the capacity of the existing trunk sewer or to route wastewater flow around it.

The existing sanitary sewer service area consists of four sewer districts, three of which are not physically confined and are able to expand as growth occurs. Based on topography, rivers, and wetlands, the three unconfined existing sanitary sewer districts could be expanded to collect wastewater flows from additional areas as shown in **Figure 6-1**.

The following is a brief summary of the steps taken to develop the future trunk sewer system:

1. Regional topography was analyzed to determine which existing trunk sewers could be extended to serve future development and their potential extents based on slope.
2. Potential future collection areas (preliminary sewer districts and sub-districts) were identified based on which trunk sewers would be extended.
3. Wastewater flow projections were developed for the preliminary sewer districts and sub-districts based on future land use.
4. The SewerCAD model for the existing trunk sewer system was used to model several potential trunk sewer extensions to the preliminary sewer districts and the effect of future wastewater flows on the existing trunk sewer system.
5. The potential future service area was defined by limiting development extents depending on the remaining capacity of downstream critical sections of the trunk sewer system and the WWTF capacity. Critical sections of trunk sewer for each sewer district are discussed further in this section.
6. The future service area was divided into districts and sub-districts based on gravity sewer constraints, roadway boundaries, and wetland constraints. Trunk sewers were routed with minimal crossing of the Rum River and with an outlet at the WWTF. All trunk sewers were designed to be no deeper than 30 feet, to be no shallower than 7.5 feet from the existing ground surface, and to convey future peak wastewater flows at approximately 90 percent maximum capacity or less.
7. The SewerCAD model of the existing trunk sewer system was expanded to include the future trunk sewer extensions and future wastewater flow projections. Gravity trunk sewers, lift stations, and forcemains necessary to accommodate the future service area were then sized for peak wastewater flows from the sub-districts tributary to each particular trunk gravity sewer main or lift station.

6.2 Future Wastewater Flows

6.2.1 Estimated Unit Wastewater Flows

To provide a detailed trunk sewer system model, wastewater flows were estimated within each of the sewer districts and their sub-districts. Unit wastewater flows for each land use type were estimated to determine the total flow generated.

Table 6-1 below shows the estimated wastewater flow generation rates for each future land use. Typical values of 180 gpd/unit for residential development and 800 gpd/acre for non-residential development were assumed for most land use types. The residential densities for residential land use types are the densities from the *City of Princeton Draft 2018 Comprehensive Plan Update*.

It is recommended to review wastewater flow generation rates for each new development to ensure conformance to the Comprehensive Sanitary Sewer Plan or make adjustments in the plan to accommodate future development. To ensure that the existing trunk sewer system and its future extensions have adequate capacity, the following estimated flows per acre were assumed for future development.

**Table 6-1
Estimated Wastewater Generation Rates**

Land Use Category	Density (units/acre)	Unit Flow (gpd/unit)	Area Flow (gpd/acre)
Residential - Low Density	3.5	180	630
Residential - Medium Density	8	180	1,440
Residential - High Density	17.5	180	3,150
Commercial/Residential Mix (50% commercial, 50% residential)	N/A	N/A	1,975
Commercial/Industrial	N/A	N/A	800
Institutional/Government	N/A	N/A	600
Parks & Open Space	N/A	N/A	0
Airport	N/A	N/A	0
Agriculture	N/A	N/A	0
Right of Way	N/A	N/A	0

**Table 6-2
Future Gross Developable Acres by Sewer District**

Sewer District	Residential – Low Density	Residential – High Density	Commercial/ Residential Mix	Commercial/ Industrial	Institutional/ Government	Total
Central	2	20	0	45	3	70
North	730	243	0	163	31	1,167
Northeast	3,584	0	0	0	0	3,584
East	3,302	0	0	0	0	3,302
Southeast	3,045	59	0	0	0	3,104
Southwest	3,944	0	28	923	0	4,895
West	1,382	20	67	312	29	1,810
Northwest	2,110	42	4	215	0	2,371
Total	18,099	384	99	1,658	63	20,303

6.2.2 Future Sewer District Flows

The estimated unit wastewater flows previously described were tied to the future developable acres (**Figure 3-2** and **Table 6-2**) to project the future average wastewater flows by sewer district as shown in **Table 6-3**.

Table 6-3
Future Wastewater Flows by Sewer District

Sewer District	Existing Average Flow (MGD)	Future Average Flow (MGD)
Central	0.144	0.244
North	0.122	1.498
Northeast	N/A	2.258
East	N/A	2.081
Southeast	N/A	2.104
South	0.102	0.158
Southwest	N/A	3.278
West	0.022	1.355
Northwest	N/A	1.643
Total	0.390	14.619

6.3 Future Trunk Sanitary Sewer System

The future trunk sewer system layout is shown in **Figure 6-2**, which includes the proposed trunk sewers, lift stations, forcemains, and sewer districts. The existing system SewerCAD model was expanded for the future trunk system based on estimated collection points for each future sewer district. Trunk sewers were extended from the existing trunk sewer system and sized based on the peak wastewater flow generated from the future sewer districts. The SewerCAD model was also used to identify any downstream capacity limitations in the existing trunk sewer system once future wastewater flow is generated. The future peak hourly flows were calculated using the standard peak hourly flow factors shown in **Table 5-6**. The future lift station capacities shown are based on ultimate development. However, most future lift stations will be sized with a smaller initial capacity and upsized as development progresses.

6.3.1 Central District

The Central sanitary sewer district includes a variety of existing land uses and is generally bounded by US-169, MN-95, and the Rum River. Land uses within this area include residential (single family, duplex, and multi-family) and commercial. There is an unsewered area in the northwest corner of this district that is guided for high density residential and commercial development in the future land use plan.

The existing sanitary sewers in the central district range in size from 8-inch to 15-inch diameter and flow to the southeast corner of the district where the Main lift station is located. The existing system analysis, discussed in Section 5, indicated that the existing trunk sewer system has adequate capacity to convey existing wastewater flows.

The unsewered areas in the northwest corner of the Central District include the Mille Lacs County Fairgrounds, Oak Knoll Cemetery, and properties straddling MN-95.

- The Fairgrounds are already abutted by several gravity mains. There are existing 8-inch gravity mains on the eastern boundary of the Fairgrounds in 2nd St N. and 3rd St N, and in the southwestern corner in 1st St. The eastern gravity mains are already approaching minimum cover and could only serve the higher elevations in the northeastern portion of the Fairgrounds by gravity. The western portion of the Fairgrounds can flow by gravity to the gravity main in 1st St. to the south. This gravity main discharges to the 1st St. lift station which currently has adequate residual capacity, but its capacity should be reviewed at the time of the extension.
- The Oak Knoll Cemetery and the properties straddling MN-95 would require a lift station based on ground elevations and the invert elevation of the nearest gravity main. This future sub-district C-4 lift station could be located at a local low point near the intersection of West Branch St. and 13th Ave. N. and would need to be sized with a capacity of 280 gpm. The discharge rate from this lift station has the potential to surcharge one of the downstream gravity sewers, the 10-inch gravity main in 6th Ave N. between 2nd St N. and 3rd St N., based on the inverts shown on record drawings. These inverts should be surveyed during the feasibility study for this lift station to verify whether any improvements are necessary for that pipe segment.

The remainder of the Central district is nearly all built out, and no other trunk sewer extensions are anticipated in this district. However, the trunk sewer that serves the north district that runs through the Central district near its eastern boundary will need to be upsized as discussed further in the north district section below.

6.3.2 North District

The north sanitary sewer district includes primarily residential (single family, duplex, and multi-family) and institutional land uses, with some commercial land at its southern extents. This district is located generally north of where the Rum River and West Branch Rum River meet and is bounded by Brickton Rd. and the Rum River. The future land use plan identifies significant area for duplexes to the north and commercial and industrial development along US-169.

The existing sanitary sewers in the North district range in size from 8-inch to 12-inch diameter. The sewer depths around the boundary of the North district allow for some expansion. The 12-inch sewer in 12th St. N. can be extended west under US-169, as shown in **Figure 6-2**, to serve the commercial and industrial areas bounded by wetlands, the West Branch Rum River, and US-169. The 12th St. lift station has enough residual capacity to serve this area.

Flow from the north district collects at the North lift station. The North lift station pumps south to a dedicated trunk sewer at the intersection of 3rd St. N. and 6th Ave. N. in the central district, which conveys the wastewater south by gravity and connects to the central district trunk sewer at the intersection of S. 3rd St. and 4th Ave. S. The North lift station has a firm capacity of 362 gpm and receives an estimated peak hourly flow of 330 gpm; therefore, the lift station has 32 gpm of residual capacity remaining (less than ten percent). The pump run times at this lift station should be reviewed prior to additional development in the north district. If the current pump run times are excessive, then a lift station evaluation should be completed to determine options for increasing the North lift station capacity. Increasing the North lift station depth should be considered as part of this evaluation in order to provide broader gravity service via future trunk sanitary sewers to the Northwest and North districts.

The dedicated trunk sewer that receives the discharge from the North lift station has a limiting capacity of 565 gpm based on the existing pipe diameters and slopes. Therefore, if the North lift station is pumping at a rate of 362 gpm, then this trunk sewer has a residual capacity of 203 gpm. This residual capacity must be accounted for when considering upsizing the North lift station or installing the new future Northeast lift station.

The 12-inch trunk sewer in 7th Ave. N. has a residual capacity of 535 gpm per the capacity analysis in **Table 5-8**. It is anticipated that the North lift station will need to be upsized well before this trunk sewer. The projected peak hourly flow from ultimate development of the north district will require a 27-inch trunk sewer. A portion of this trunk sewer will need to be sized for the combined flows of both the North and Northwest districts. This sizing should be studied in greater detail as this trunk sewer approaches its capacity.

6.3.3 Northeast District

The Northeast sanitary sewer district is a future district that will be generally bounded by the Rum River to the west and MN-95 to the south. This future district is currently planned entirely for low density residential land use.

The Northeast district is separated from the existing system by the Rum River, so it will require a new future Northeast lift station with a forcemain passing under the Rum River. Two potential layouts were considered for this service area:

- In order to minimize forcemain length, the new future Northeast lift station can be located at a local low point near Riebe Park at the intersection of MN-95 and Alpha Rd. Its forcemain can discharge to the existing 10-inch Central district trunk sewer or the 12-inch North district trunk sewer, both located at the intersection of 3rd St. N. and 6th Ave. N. The 12-inch sewer has greater existing residual capacity – approximately 203 gpm as discussed in the North district section. Therefore, it is proposed that the future Northeast lift station be constructed for an initial capacity of 200 gpm, with options for expansion(s) in the future. This initial capacity can serve approximately 400 residential units.
- Alternatively, flow from early phases of development in the Northeast district could be directed south through the East district. An advantage of this scenario is that the North lift station would be free to consume all available residual capacity (approximately 200 gpm) in the dedicated trunk sewer in the Central district. In other words, the North lift station could be upsized to 565 gpm as a Phase 1 improvement. This alternative layout through the East district would require approximately 12,000 feet of deep gravity main, earlier construction of the Future East lift station, and 4,000 feet of forcemain under the Rum River. There are ground elevations of 990 feet along Silver Lake Rd where the gravity main would be over 40 feet deep. Therefore, this alternative is not considered economically feasible.

The northeast district will require at least one additional lift station to serve its northeast extents based on ground elevations and a maximum sewer depth of thirty feet (30'). The projected peak hourly flow from ultimate development of the northeast district will require up to a 36-inch trunk sewer. Initial phases of development can be served by smaller diameter sewers.

6.3.4 East District

The East sanitary sewer district is a future district that will be generally bounded by MN-95 to the north and the Rum River to the south. This future district is currently planned entirely for low density residential land use.

The East district, similar to the Northeast district, is separated from the existing system by the Rum River. Although wastewater from the East district could be directed northwest and share a common lift station with the Northeast district, it is instead proposed that it be pumped directly to the WWTF in order to alleviate the burden on the main trunk sewer in the Central district. A potential location for the future East lift station and forcemain is shown on **Figure 6-2** along Alpha Rd. This location is flexible and may be revised based on development pressure, natural land boundaries, and further study during the feasibility phase.

The peak hourly flow from full development of the East district will require a 30-inch trunk sewer. Initial phases of development will require smaller diameter trunk sewers in order to avoid septicity. It is projected that the majority of the east district can be served by one East lift station, but additional small lift stations may be required at local low points and at the boundaries of the district.

6.3.5 Southeast District

The southeast sanitary sewer district is a future district that will be located southeast of the WWTF and will be bounded by the Rum River to the north and US-169 to the west. The southeast district is currently planned entirely for low density residential land use.

Due to its location southeast of the WWTF, the southeast district can be served by its own independent trunk sewer. Due to the elevation of the influent into the WWTF and the ground elevations in the vicinity of the WWTF, this trunk sewer will still require a pumping facility at or near the WWTF. **Figure 6-2** shows the Southeast lift station located a half mile south of the WWTF. If this lift station serves both the southeast district and the southwest district, as described further in the Southwest district section, then it will require an ultimate capacity of approximately 9,100 gpm. Earlier phases of development can be served by a smaller-capacity lift station.

The peak hourly flow from full development of the southeast district will require a 30-inch trunk sewer. Initial phases of development will require smaller diameter trunk sewers in order to avoid septicity. It is projected that the majority of the Southeast district can be served by one Southeast lift station, but additional smaller lift stations may be required at local low points and at the boundaries of the district.

6.3.6 South District

Existing land uses in the South district include commercial, industrial, and institutional, with a small area of duplexes. The existing development within the South district straddles US-169. Future development to the south is limited by gravity serviceability and lift station capacity.

The South district sanitary sewer system consists of 8-inch to 12-inch diameter sewers that collect at the Main lift station. The portion of the district on the west side of US-169 collects wastewater at the Industrial Park lift station. The Industrial Park lift station has a firm capacity of 352 gpm, an estimated peak hourly flow of 156 gpm, and a residual capacity of 196 gpm. Infill development within the Industrial Park lift station service area is projected to generate an additional peak hourly flow of 155 gpm. Therefore, the lift station is projected to have adequate capacity for this infill development.

The existing 10-inch trunk sewer in Northland Dr. and Smith System Rd. has limiting segments with capacities as low as approximately 560 gpm. These sewers are likely already at capacity if the Industrial Park lift station and the 21st Ave lift station are pumping simultaneously. It is recommended that this trunk sewer be upsized prior to any upsizing at either of these lift stations. Ultimate development of the south district and west district that discharge to this sewer will require a 30-inch diameter sewer. This

sizing should be reviewed at the feasibility phase to verify that initial flows will produce adequate velocities in that size of pipe.

As noted in the *Sherburne 55+ Sanitary Sewer Analysis* completed in 2018, the existing gravity sewers at the southern extents of the South district are quite shallow and cannot be extended much further while maintaining adequate cover. The 2018 Sherburne 55+ analysis considered directing wastewater flow from existing unsewered industry between 128th St. NW and US-169 to the east to a new lift station in the Sherburne Lakes development. Therefore, further expansion of the South district is not considered feasible, and the construction of a new southwest trunk sewer is recommended as described in the Southwest district section.

6.3.7 Southwest District

The Southwest sanitary sewer district is a future district that will be generally located to the southwest of the Princeton Municipal Airport and bounded by US-169 to the east. This future district is currently planned for primarily low density residential land use, with some commercial, industrial, and high density residential land use west of US-169 and south of the airport. Sanitary sewer service to this area will be challenging due to its location opposite the airport and the limited gravity serviceability and lift station capacity in the South district.

In order to avoid significant reconstruction of the Industrial Park lift station and to alleviate the burden on and associated improvements to the trunk sewer in Smith System Rd., it is recommended to direct wastewater flow from the southwest district to the east under US-169 to a lift station pumping directly to the WWTF. This lift station can be shared with the Southeast district, as shown in **Figure 6-2**, and would likely be located somewhere between US-169 and 120th St. If this lift station serves both the southwest district and the southeast district, then it will require an ultimate capacity of approximately 9,100 gpm. Earlier phases of development can be served by a smaller capacity lift station.

The peak hourly flow from full development of the Southwest district will require a 36-inch trunk sewer. Initial phases of development may require smaller diameter trunk sewers in order to avoid septicity, depending on how many industrial users connect initially.

The southwestern portion of the Southwest district that is isolated by Battle Brook will require a new future Southwest lift station, as shown in **Figure 6-2**. The ultimate capacity of this lift station will need to be approximately 1,500 gpm. Additional smaller lift stations may be required at local low points and at the boundaries of the district.

6.3.8 West District

Existing land uses in the west sanitary sewer district include commercial, industrial, and duplex. The west district is generally located south of the West Branch Rum River and north of the Princeton Municipal Airport. The future land uses within this district include low and high density residential, commercial, industrial, and institutional. The non-residential land uses are concentrated along MN-95.

The existing sanitary sewers in the West district collect at the 21st Ave. lift station, which pumps wastewater approximately 1.2 miles south to the gravity sewer stubbed on the west side of US-169 near S. 10th St. in the Industrial Park. The 21st Ave. lift station has a firm pumping capacity of 336 gpm. The estimated peak hourly flow arriving at the lift station is 61 gpm, so the station has a residual capacity of 275 gpm. Therefore, this lift station still has capacity available for near-term development.

The peak hourly flow from full development of the southwest district will require a 24-inch trunk sewer. Several segments of 24-inch pipe are already installed in 21st Ave. N. If

feasible, this trunk sewer should be extended west to 100th Ave. and MN-95, rather than extending the existing lower capacity 18-inch sewer further west.

The 21st Ave. lift station will need to be upsized prior to ultimate development. The ultimate peak hourly flow from the West district is projected to be 2,800 gpm. This lift station already has dual 8-inch and 14-inch forcemains. The 8-inch forcemain is currently in use, and the 14-inch forcemain can be used for ultimate development. However, it is anticipated that the lift station pumps, piping, and structures will need to be upgraded at the time of upsizing.

6.3.9 Northwest District

The Northwest sanitary sewer district is a future district that will be generally bounded by the West Branch Rum River to the southwest and Brickton Rd. to the east. This future district is currently planned for primarily low density residential land use, aside from some high density residential and commercial land use along US-169.

The peak hourly flow from full development of the Northwest district will require a 30-inch trunk sewer. Based on the limited depth and capacity of the existing 12-inch trunk sewer in the North district, it is recommended that a new dedicated trunk sewer be extended to the Northwest district along N. Rum River Dr. as shown in **Figure 6-2**. This trunk sewer could connect to the North district trunk sewer at the intersection of N. Rum River Dr. and 7th Ave. N., which would then discharge to the North lift station. The City may consider diverting existing sewers, including the 12th St. lift station, to this new trunk sewer when installed in order to increase initial flows and obtain adequate velocities in the new large diameter trunk sewer.

6.4 Future Wastewater Treatment

As discussed previously, the City of Princeton is responsible for wastewater collection and treatment. The design average wet weather flow of the WWTF is 1.905 MGD, and the peak month flow from 2015 to 2019 was 0.427 MGD. The design average flow of the Princeton WWTF is 1.635 MGD, and the average flow received from 2015 to 2019 was 0.390 MGD. Therefore, existing wastewater flows are approaching approximately one quarter of the facility's capacity. The WWTF will need to be expanded, or a new WWTF constructed, once the City roughly quadruples its wastewater generation, or once the population served approaches 20,000 people.

The expansion of the WWTF will likely occur in stages. The estimated average flow for Phase 3 development is 7 MGD, and the estimated average flow for Phase 4 (ultimate) development is 15 MGD. The trunk system improvements corresponding to Phases 3 and 4 are shown in **Figure 7-1**. The projected average flows received by the WWTF are approximate and will require further study at the time of the feasibility study and facility expansion design. Individual WWTF components or processes may require expansion earlier or later than others based on their particular design flow requirements.

It is anticipated that the eighteen (18) remaining ISTS within the City limits will connect to the public sanitary sewer system over the next twenty years as the system is expanded to serve the remaining unsewered areas.

6.5 Phasing Summary

The future trunk improvements and trigger points for each sanitary sewer district are summarized in **Table 6-4** and shown in **Figure 7-1**.

**Table 6-4
Phasing Summary**

District	Phase 1	Phase 2	Phase 3	Phase 4
Central	Future Central LS (along W Branch St)	Upsize Trunk to 30-inch Upsize Main LS (2,800 GPM)	N/A	Upsize Trunk to 48-inch Upsize Main LS (10,900 GPM)
North	North LS Improvements (Instrumentation and Controls) 12-inch Trunk (under US-169)	Upsize North LS (2,000 GPM) Upsize Trunk to 30-inch 30-inch Trunk (to Northwest)	Upsize Trunk to 27-inch 27-inch Trunk	Upsize North LS (5,500 GPM) Upsize Trunk to 42-inch 18-inch Trunk
Northeast	Future Northeast LS 12-inch Trunk	18-inch Trunk	Upsize Northeast LS 30-inch Trunk 24-inch Trunk 18-inch Trunk	Future Northeast LS 2 24-inch Trunk 18-inch Trunk
East	N/A	N/A	Future East LS 30-inch Trunk 15-inch Trunk	24-inch Trunk 18-inch Trunk 15-inch Trunk
Southeast	N/A	N/A	Future South LS 30-inch Trunk 18-inch Trunk	24-inch Trunk 18-inch Trunk
South	Upsize Trunk to 30-inch (Smith System Rd)	N/A	N/A	N/A
Southwest	N/A	N/A	Future South LS 36-inch Trunk 18-inch Trunk	30-inch Trunk 24-inch Trunk 18-inch Trunk Future Southwest LS 12-inch Trunk
West	24-inch Trunk	Upsize 21 st Ave LS (use 14-inch FM) 24-inch Trunk	24-inch Trunk	18-inch Trunk
Northwest	N/A	N/A	30-inch Trunk	24-inch Trunk 18-inch Trunk
WWTF	N/A	N/A	Expand to 7 MGD	Expand to 15 MGD

7.0 OPINION OF PROBABLE COST

7.1 Estimated Cost of Trunk System Improvements

The development of the future trunk sewer system was phased based on short-term development pressure, existing trunk system capacities, and future trunk system capacities. **Table 7-1** summarizes the trunk sewer, lift station, and treatment costs for each phase, as shown **Figure 7-1**. Detailed cost estimates are included in **Appendix C**.

Future improvement costs were based on 2019 construction prices, including a 10 percent construction contingency and 25 percent indirect costs (i.e., legal, engineering, and administrative). Street and easement costs and other miscellaneous costs that may be related to final construction are not included. Feasibility studies will be required to determine more detailed, comprehensive costs for each individual project.

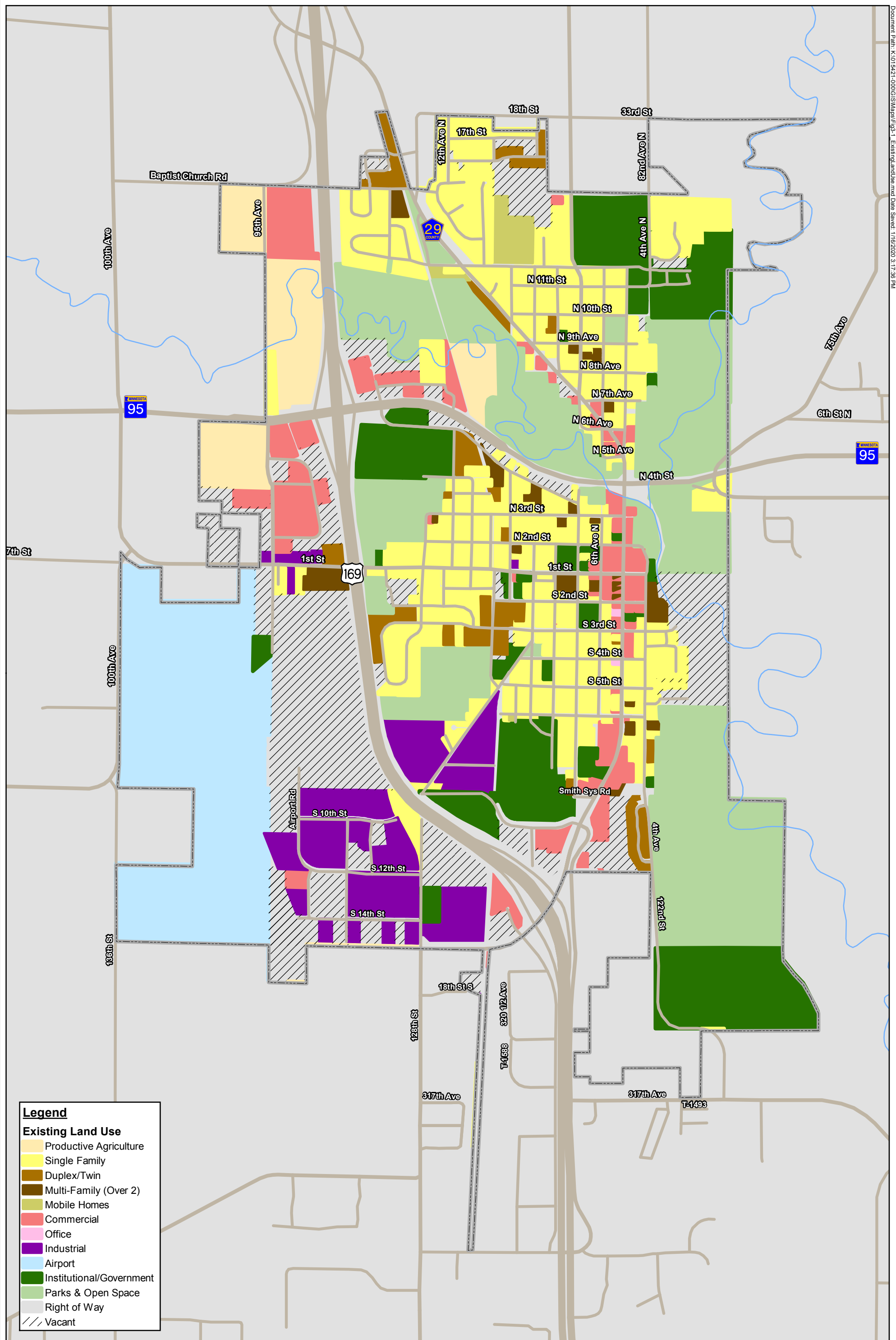
Table 7-1
Estimated Cost Summary

Phase	Estimated Cost
1	\$3,295,000
2	\$7,715,000
3	\$52,652,000
4	\$52,221,000
Total	\$115,883,000

1. Costs are for budgeting purposes only, and are subject to change as projects are studied, designed, and constructed.
2. Costs are estimated based on 2019 construction costs.
3. Land acquisition costs are not included.

APPENDIX A

Figures

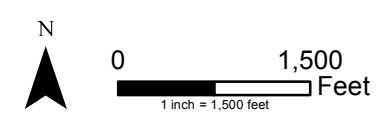


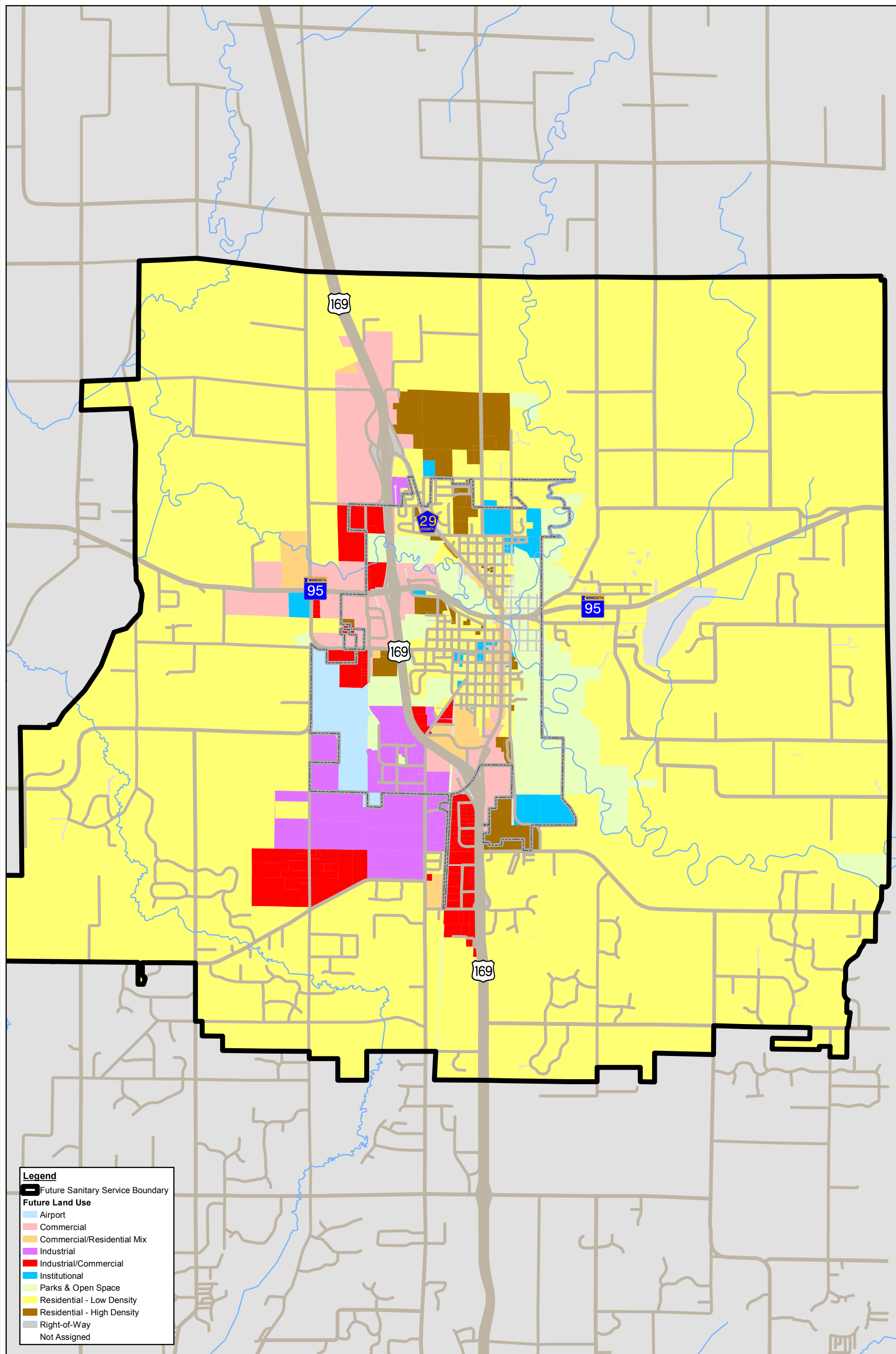
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Existing Land Use

- Productive Agriculture
- Single Family
- Duplex/Twin
- Multi-Family (Over 2)
- Mobile Homes
- Commercial
- Office
- Industrial
- Airport
- Institutional/Government
- Parks & Open Space
- Right of Way
- Vacant

Figure 3-1. Existing Land Use
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN





Legend

- Future Sanitary Service Boundary
- Future Land Use**
- Airport
- Commercial
- Commercial/Residential Mix
- Industrial
- Industrial/Commercial
- Institutional
- Parks & Open Space
- Residential - Low Density
- Residential - High Density
- Right-of-Way
- Not Assigned

Figure 3-2. Future Land Use
Comprehensive Sanitary Sewer Plan
City of Princeton, MN

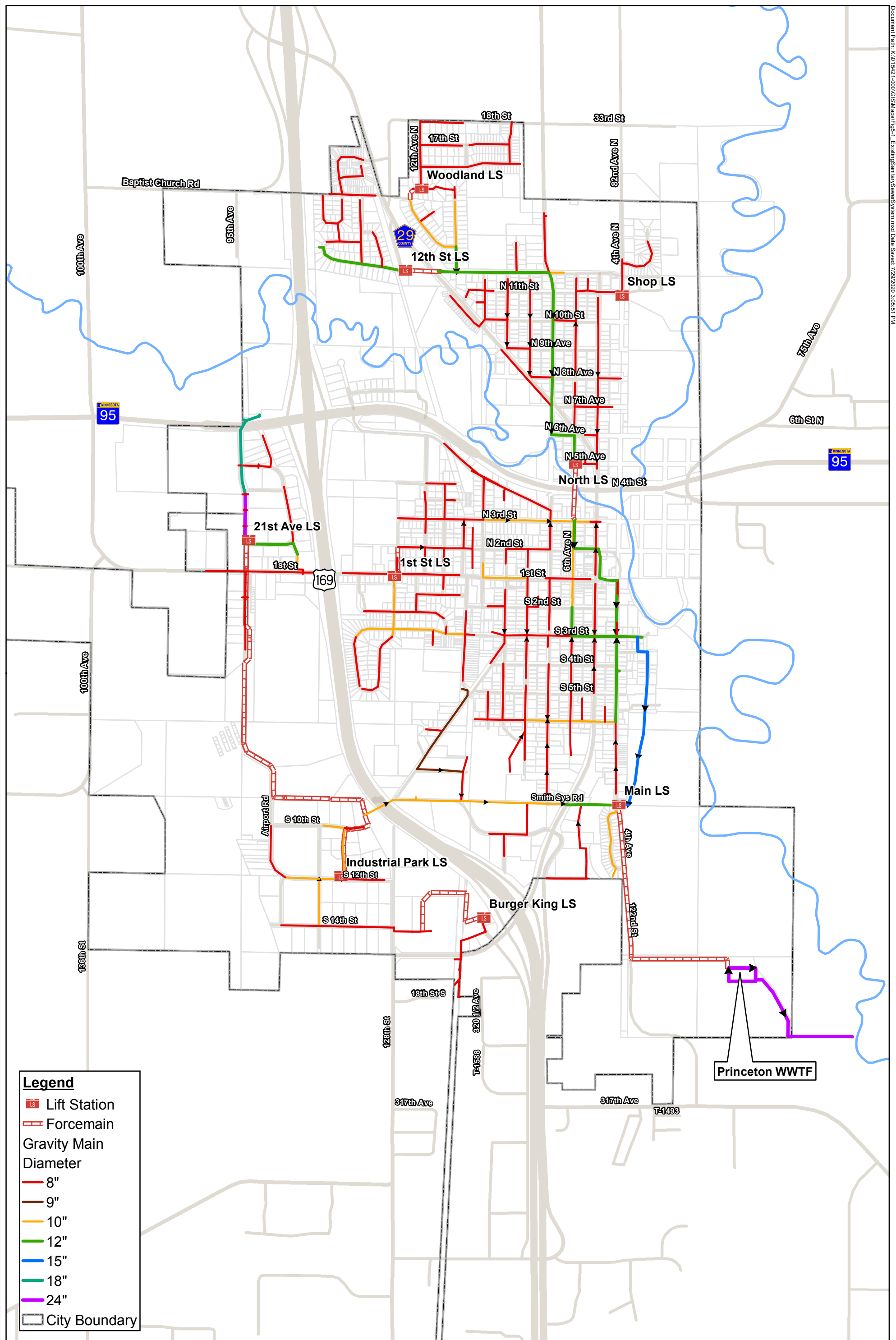


N

0 4,000 Feet

1 inch = 4,000 feet





Legend

- LS Lift Station
- ▬ Forcemain
- Gravity Main Diameter
- ▬ 8"
- ▬ 9"
- ▬ 10"
- ▬ 12"
- ▬ 15"
- ▬ 18"
- ▬ 24"
- City Boundary

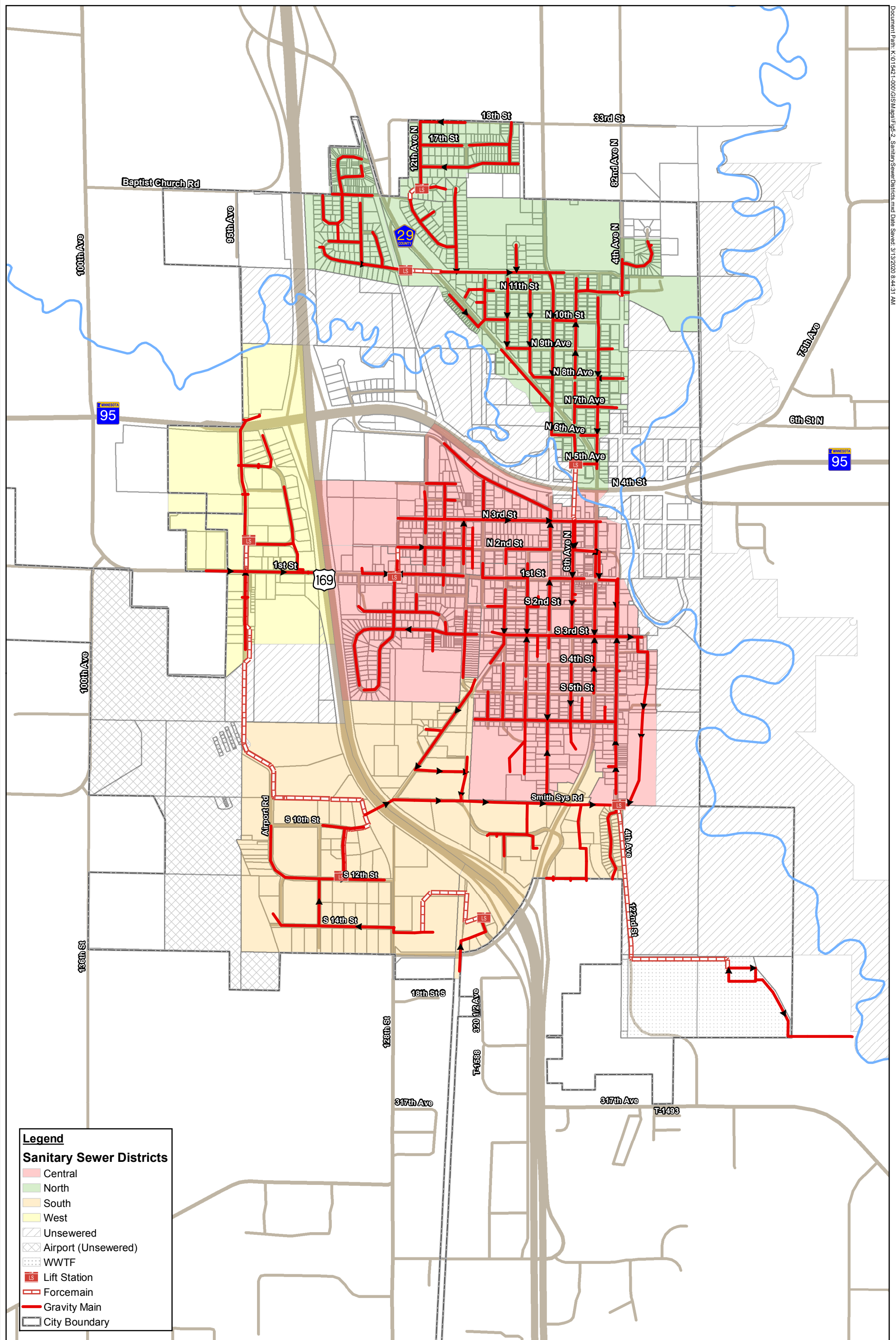
Figure 5-1. Existing Sanitary Sewer System
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN

N

0 1,500 Feet

1 inch = 1,500 feet





Legend

Sanitary Sewer Districts

- Central
- North
- South
- West
- Unsewered
- Airport (Unsewered)
- WWTF
- Lift Station
- Forcemain
- Gravity Main
- City Boundary

Figure 5-2. Sanitary Sewer Districts
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN

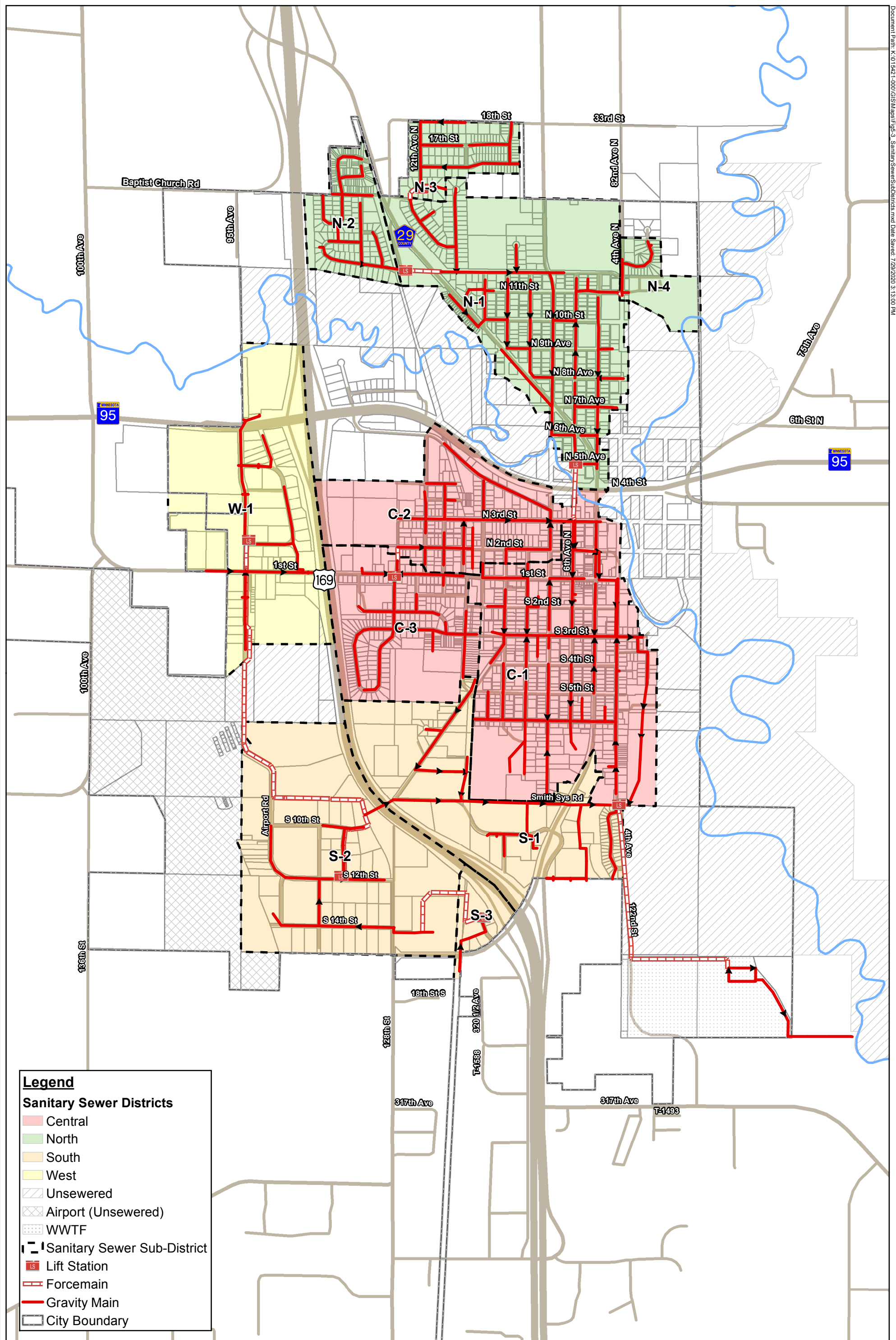
N

0 1,500 Feet

1 inch = 1,500 feet

wsb





Legend

Sanitary Sewer Districts

- Central
- North
- South
- West
- Unsewered
- Airport (Unsewered)
- WWTF
- Sanitary Sewer Sub-District
- Lift Station
- Forcemain
- Gravity Main
- City Boundary

Figure 5-3. Sanitary Sewer Sub-Districts
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN

N

0 1,500 Feet

1 inch = 1,500 feet

wsb



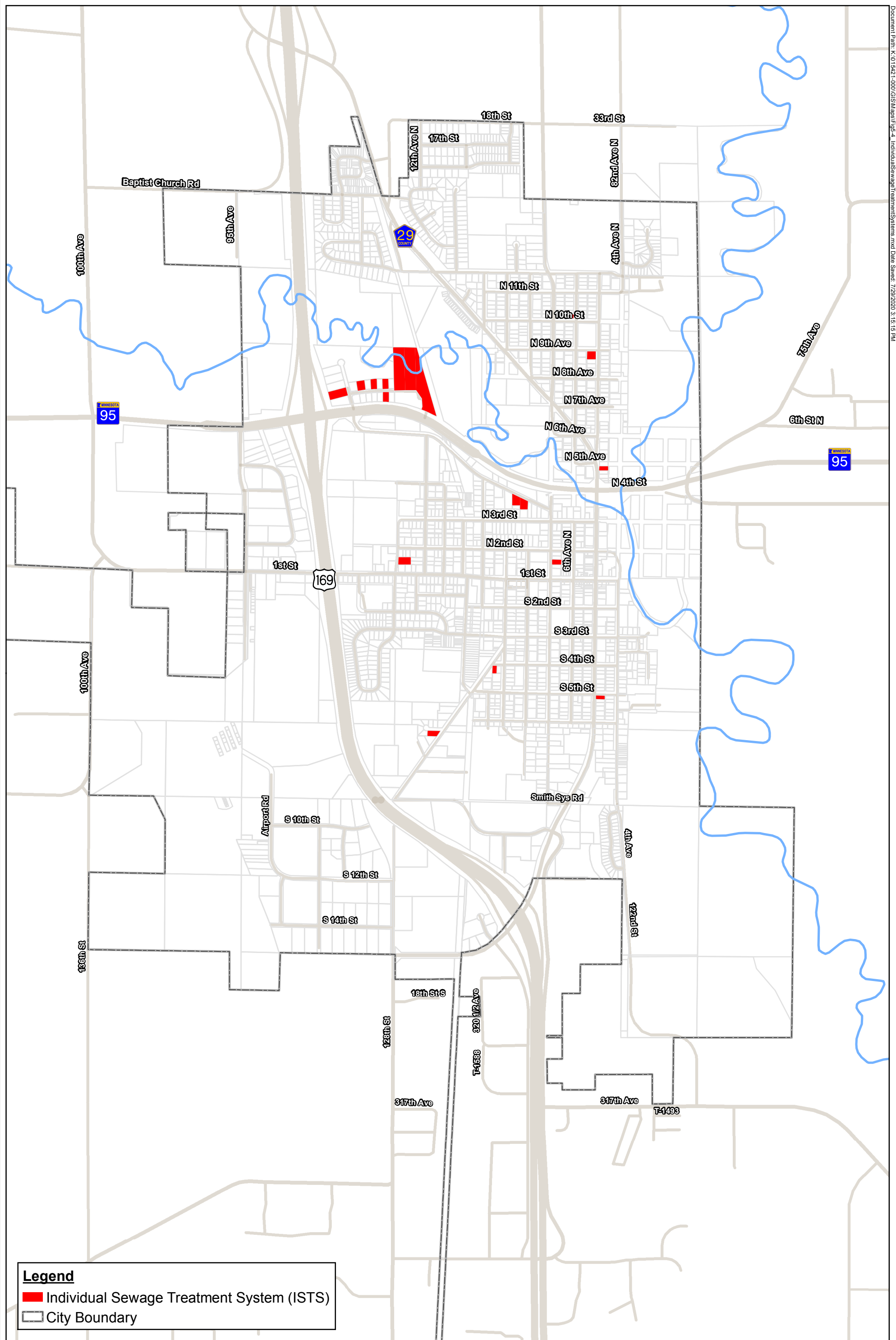
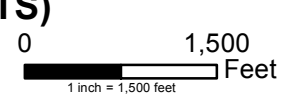
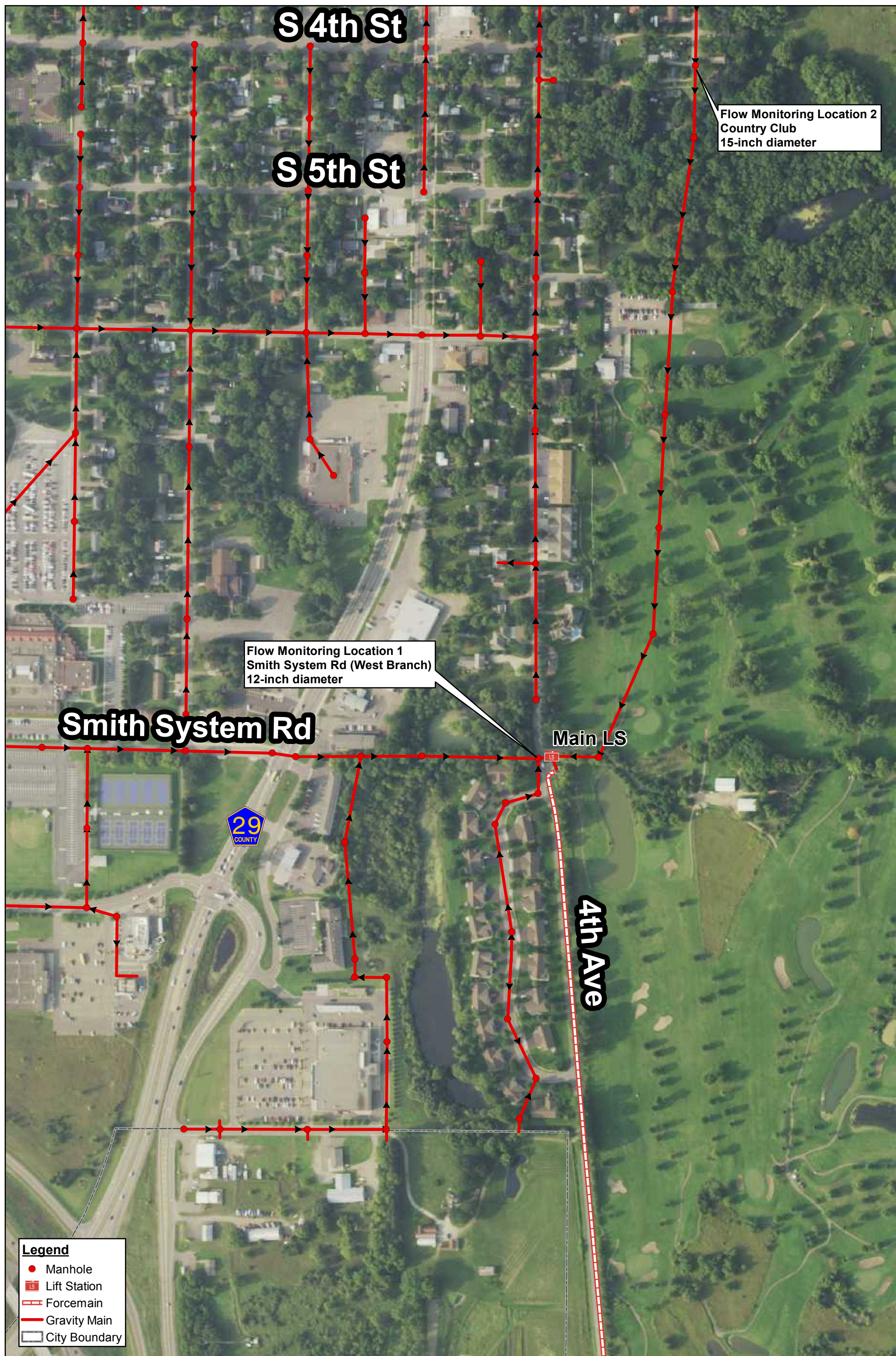


Figure 5-4. Individual Sewage Treatment Systems (ISTS)
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN





Flow Monitoring Location 2
Country Club
15-inch diameter

Flow Monitoring Location 1
Smith System Rd (West Branch)
12-inch diameter

Smith System Rd

Main LS

4th Ave



Legend

- Manhole
- LS Lift Station
- ▭ Forcemain
- Gravity Main
- ▭ City Boundary



Figure 5-5. Flow Monitoring Locations
Comprehensive Sanitary Sewer Plan
City of Princeton, MN



0 300 Feet
1 inch = 300 feet



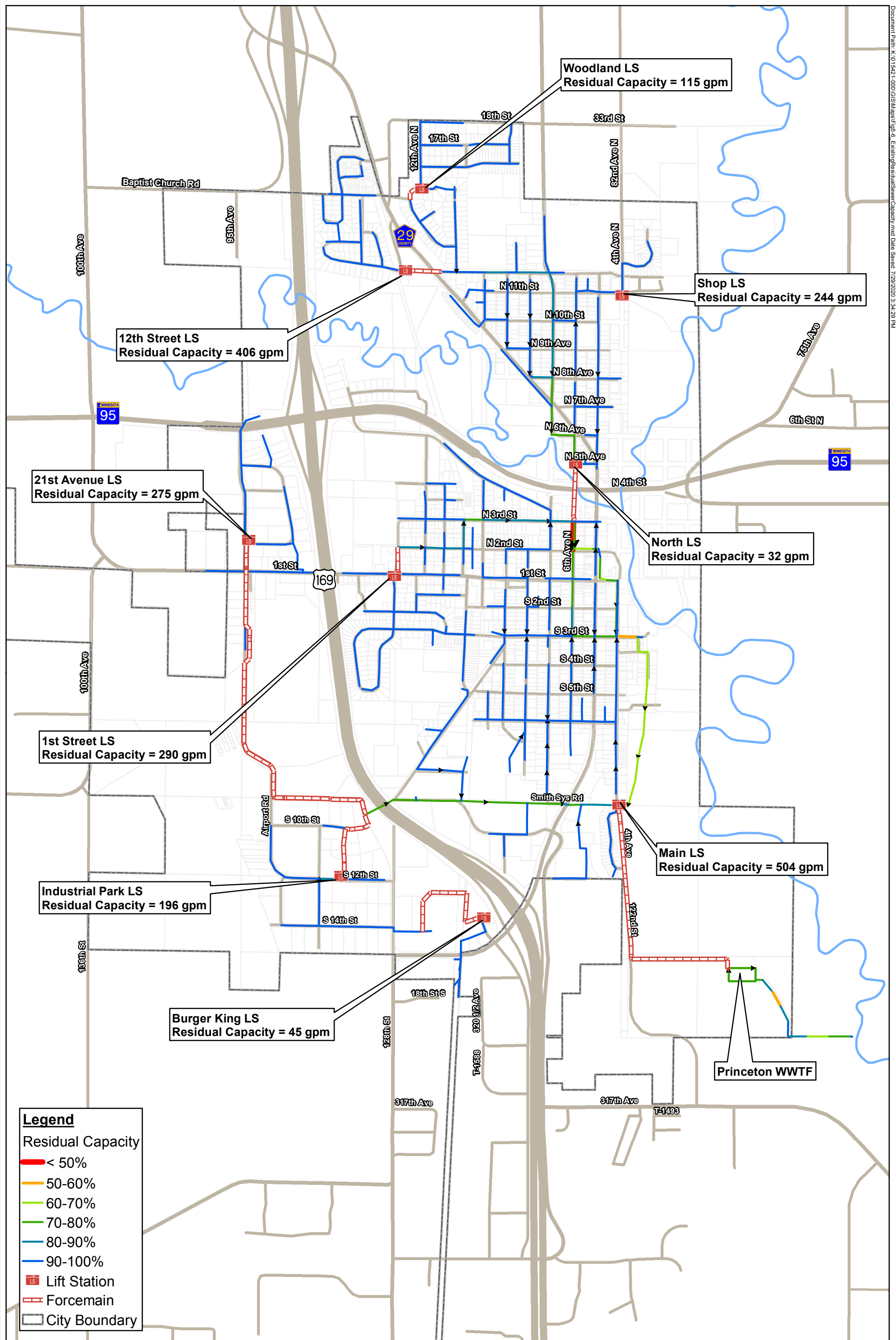
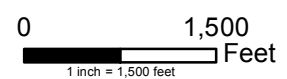


Figure 5-6. Existing Residual Sewer Capacity
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN



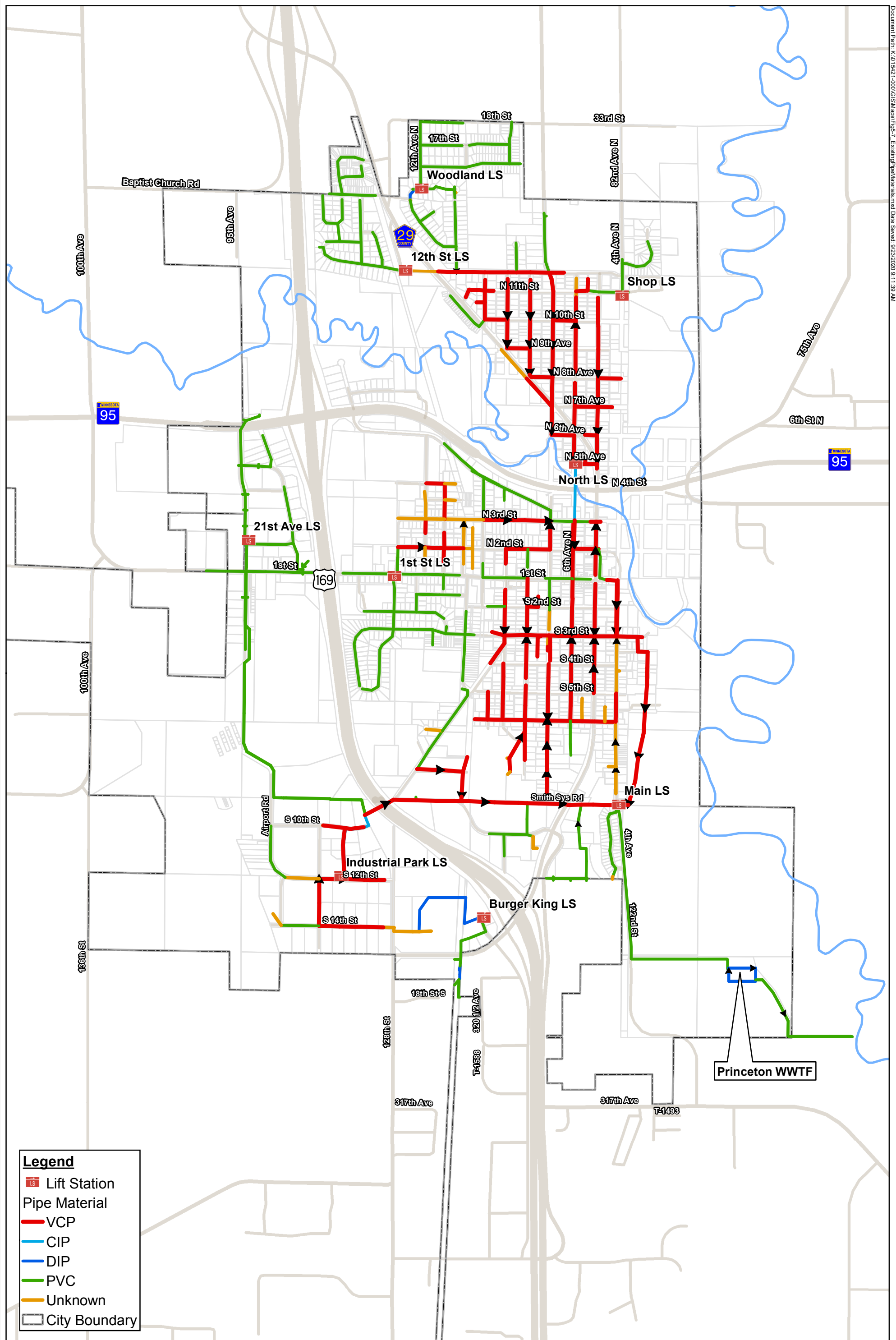
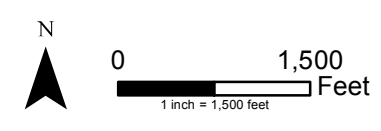
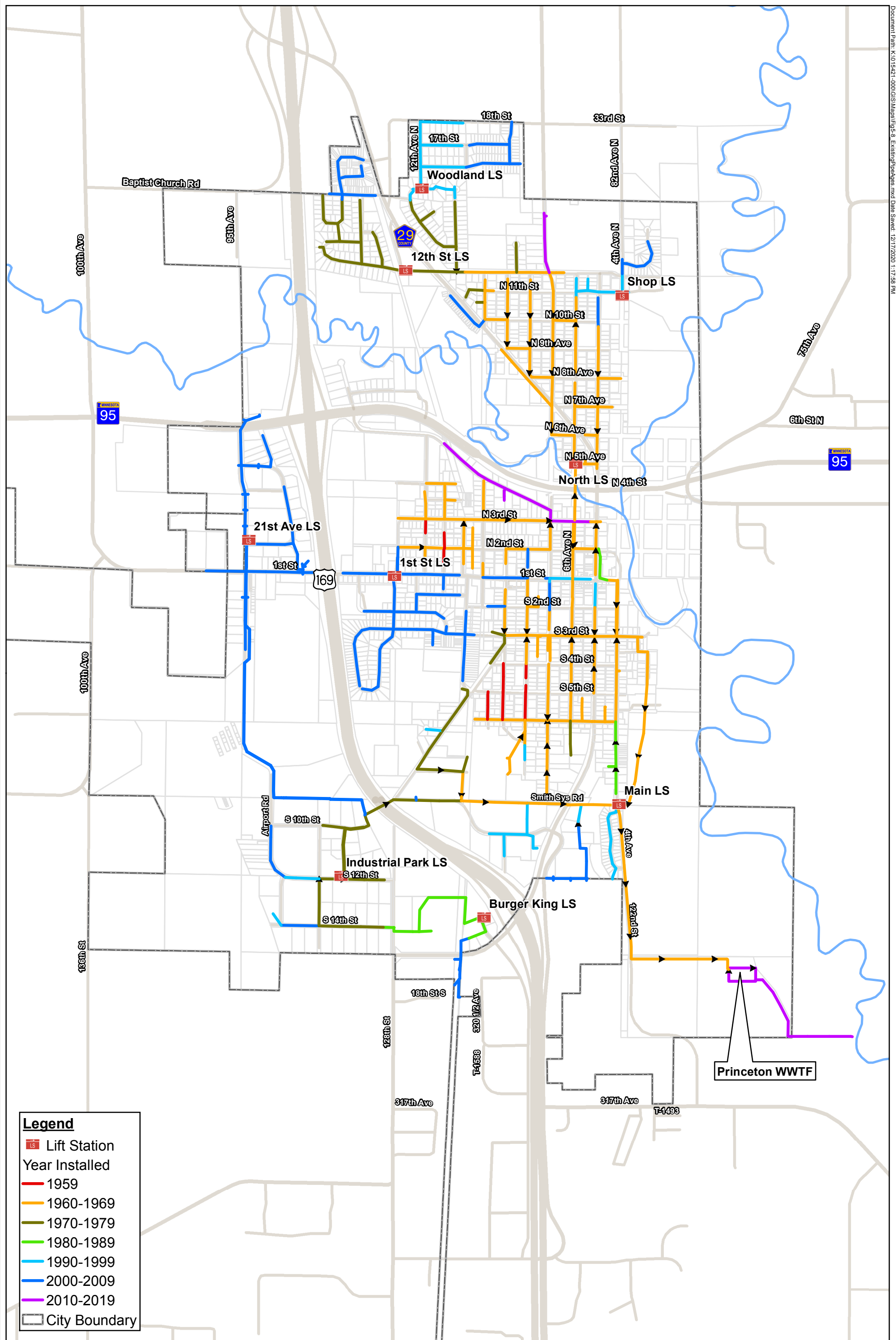


Figure 5-7. Existing Pipe Materials
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN





Legend

- Lift Station
- Year Installed
- 1959
- 1960-1969
- 1970-1979
- 1980-1989
- 1990-1999
- 2000-2009
- 2010-2019
- City Boundary

Figure 5-8. Existing Pipe Ages
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN

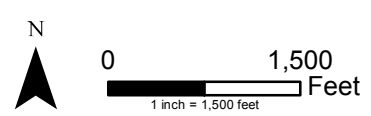


Figure 5-9
Wastewater Flow Monitoring Results (Dry Weather)
City of Princeton, MN

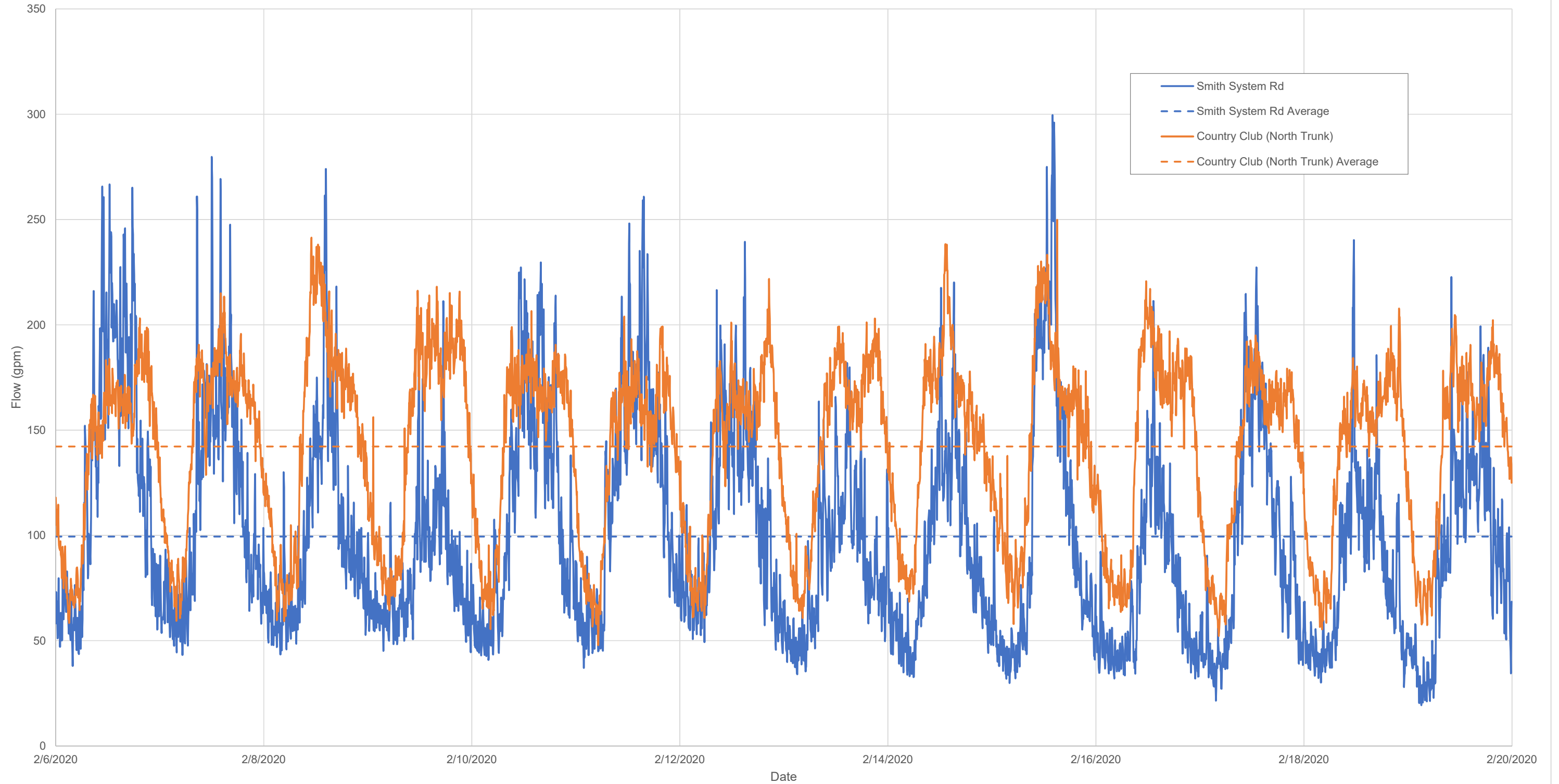
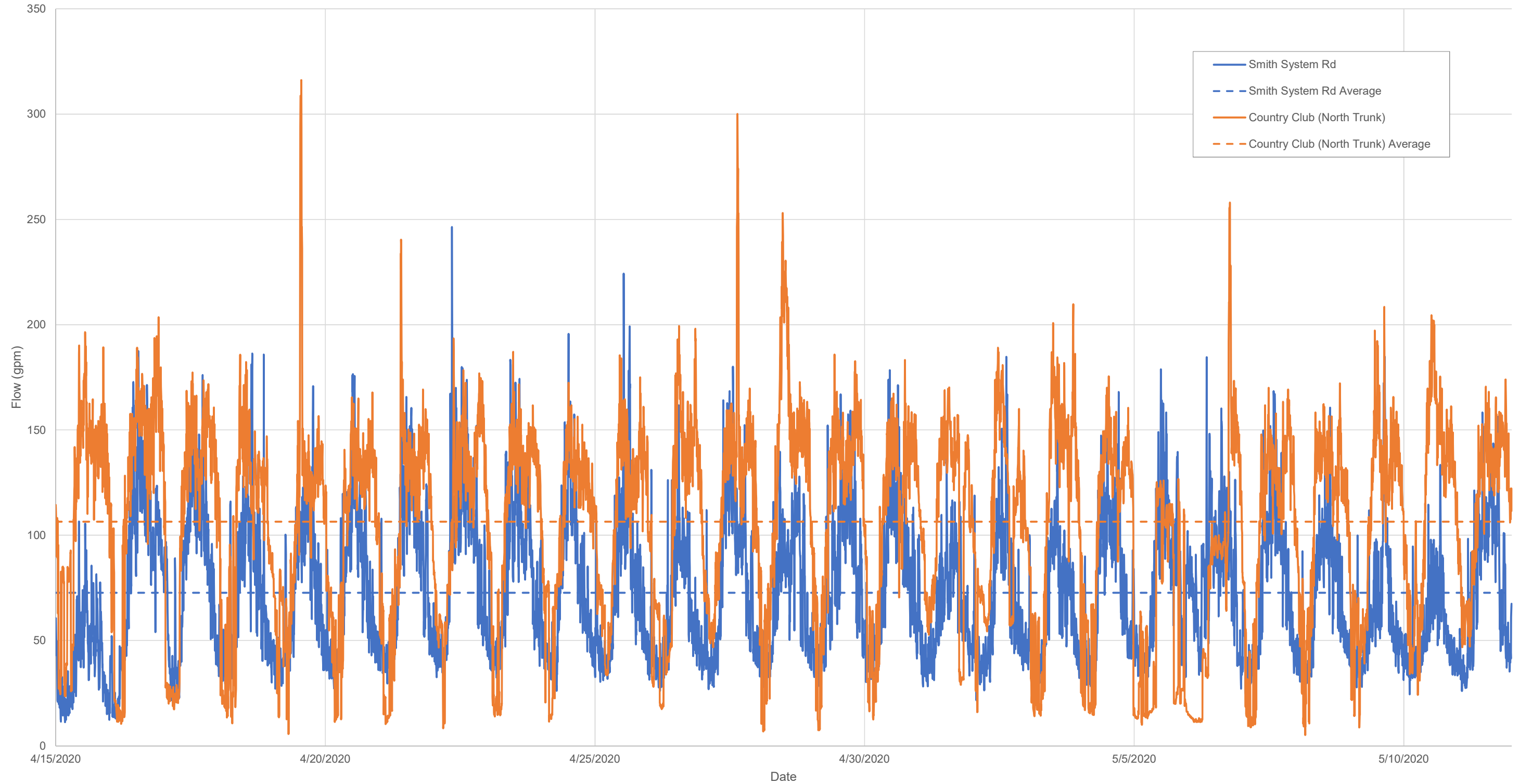


Figure 5-10
Wastewater Flow Monitoring Results (Wet Weather)
City of Princeton, MN



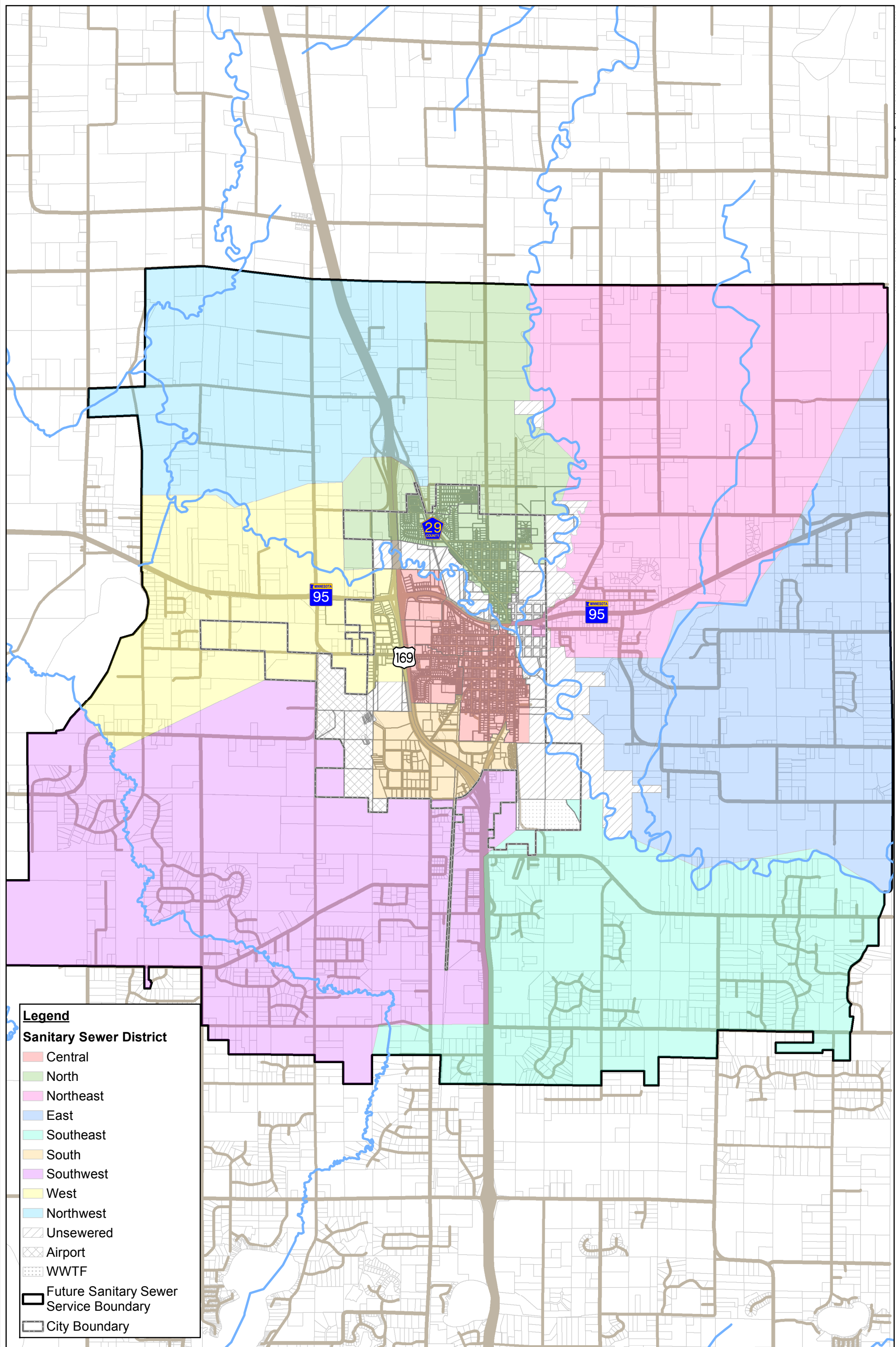
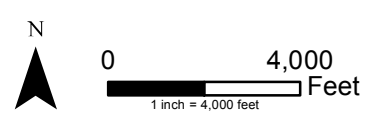
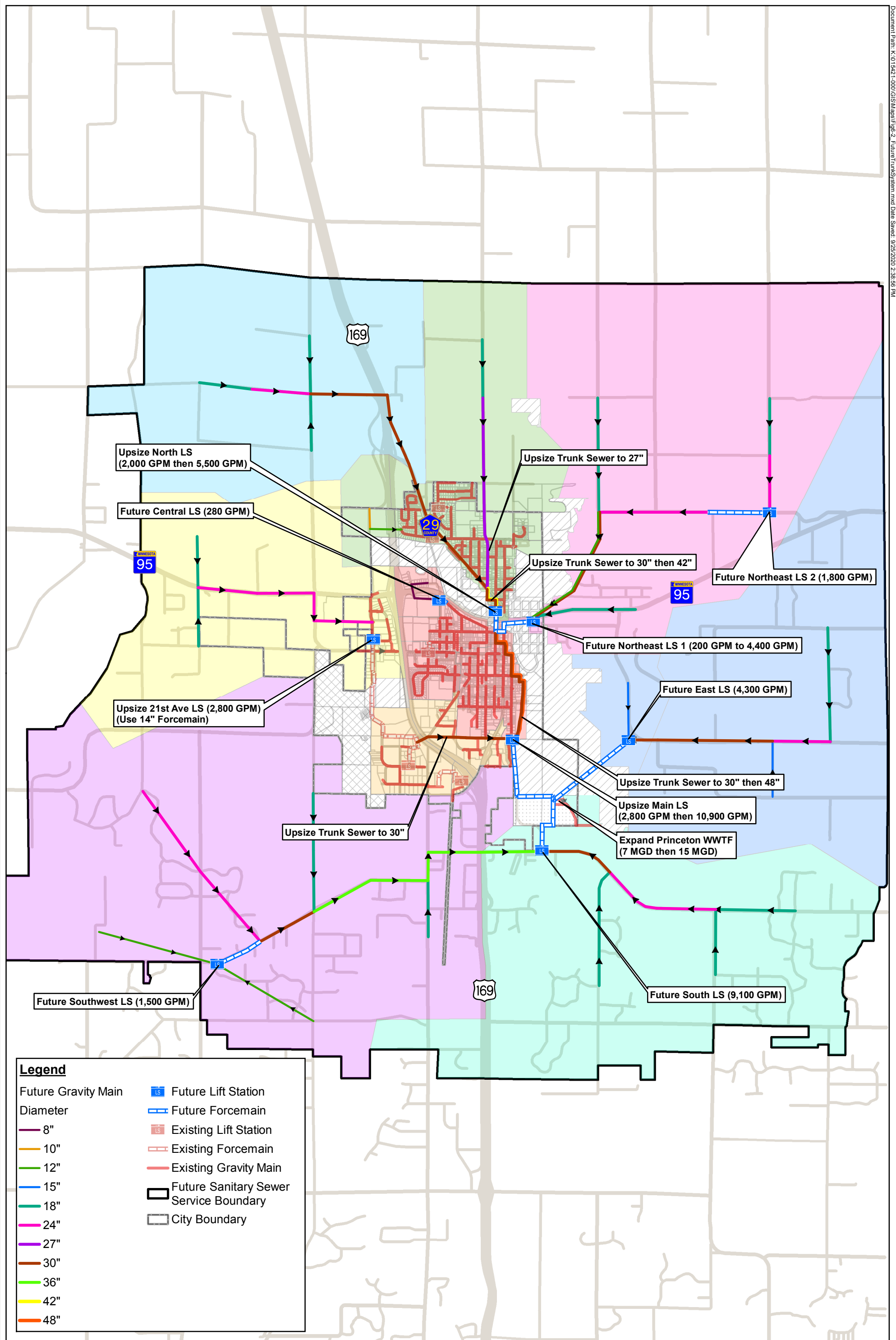


Figure 6-1. Future Sanitary Sewer Districts
Comprehensive Sanitary Sewer Plan
City of Princeton, MN

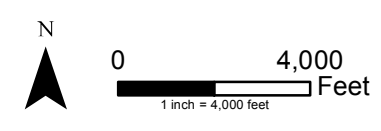


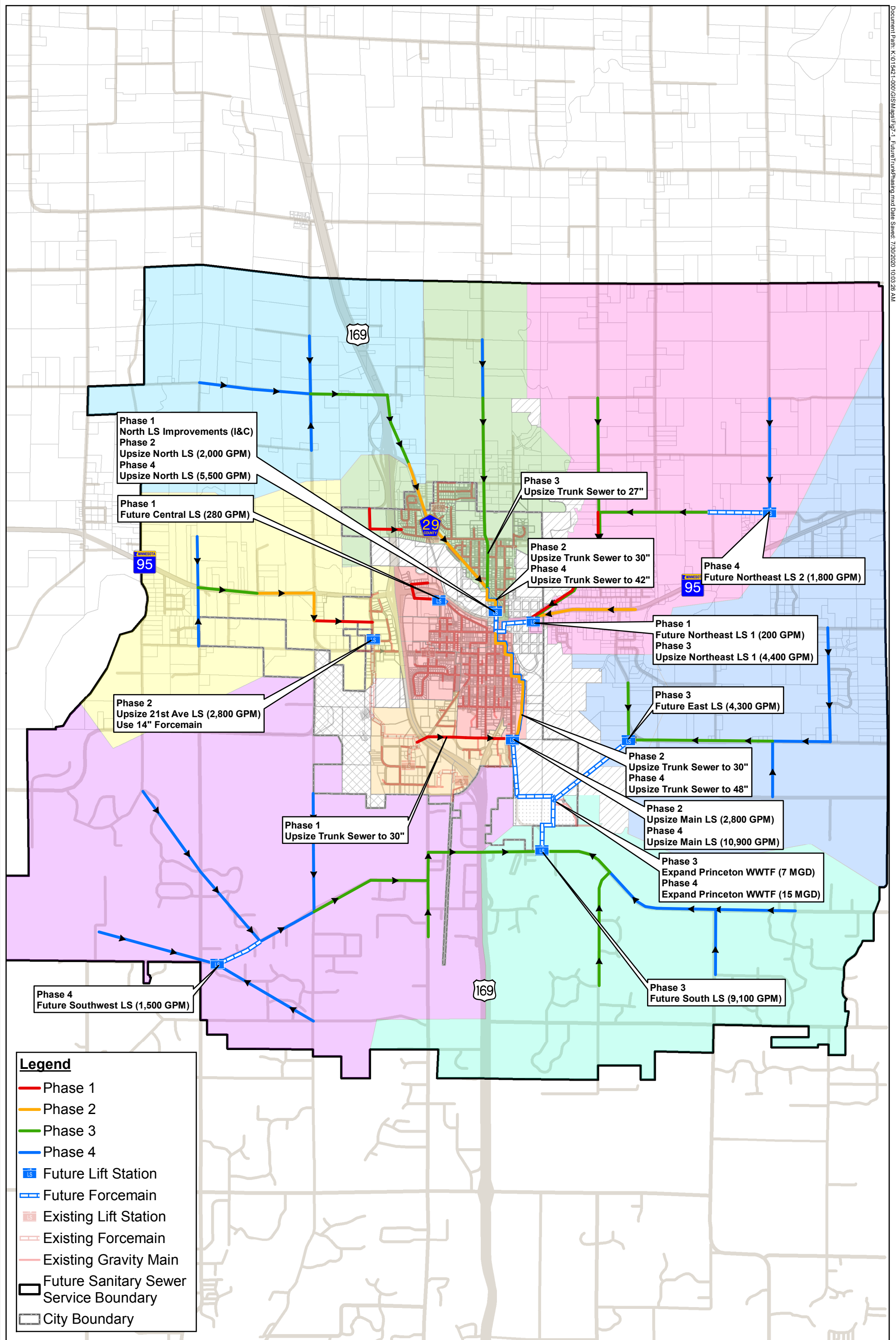


Legend

Future Gravity Main Diameter	Future Lift Station
8"	Future Forcemain
10"	Existing Lift Station
12"	Existing Forcemain
15"	Existing Gravity Main
18"	Future Sanitary Sewer Service Boundary
24"	City Boundary
27"	
30"	
36"	
42"	
48"	

Figure 6-2. Future Trunk System
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN

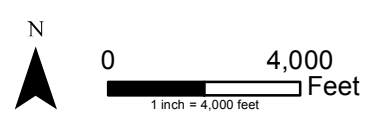




Legend

- Phase 1
- Phase 2
- Phase 3
- Phase 4
- LS Future Lift Station
- Future Forcemain
- LS Existing Lift Station
- Existing Forcemain
- Existing Gravity Main
- Future Sanitary Sewer Service Boundary
- City Boundary

Figure 7-1. Future Trunk Phasing
 Comprehensive Sanitary Sewer Plan
 City of Princeton, MN



APPENDIX B

Adjusted Wastewater Flow by Sanitary Sewer Sub-District

Adjusted Wastewater Flow by Sanitary Sewer Sub-District

City of Princeton, MN

District	Sub-District	Estimated Existing Average Flow (gpd)	Percentage of Total Flow	Adjusted Existing Average Flow (gpd)
Central	C-1	145,349	21.3%	83,145
	C-2	60,002	8.8%	34,324
	C-3	45,567	6.7%	26,066
North	N-1	135,988	20.0%	77,790
	N-2	40,071	5.9%	22,922
	N-3	20,880	3.1%	11,944
	N-4	16,080	2.4%	9,198
South	S-1	80,356	11.8%	45,967
	S-2	91,946	13.5%	52,596
	S-3	6,495	1.0%	3,716
West	W-1	38,631	5.7%	22,098
Total		681,365	100.0%	389,767

APPENDIX C
Development Phase Cost Estimates

Comprehensive Sanitary Sewer Plan

City of Princeton, MN

Proposed Sanitary Sewer Improvements

Phase 1

No.	Description	Unit	Quantity	Unit Cost	Total
1	CENTRAL LIFT STATION (280 GPM)	LS	1	\$330,000	\$330,000
2	6" PVC FORCEMAIN	LF	500	\$43	\$21,500
3	NORTHEAST LIFT STATION (200 GPM)	LS	1	\$320,000	\$320,000
4	6" HDPE FORCEMAIN (HDD)	LF	2,100	\$65	\$136,500
5	NORTH LIFT STATION CONTROLS UPGRADE	LS	1	\$90,000	\$90,000
6	8" PVC PIPE SEWER	LF	2,600	\$0	\$0
7	10" PVC PIPE SEWER	LF	1,000	\$51	\$51,000
8	12" PVC PIPE SEWER	LF	7,600	\$55	\$418,000
9	24" RC PIPE SEWER	LF	2,700	\$81	\$218,700
10	30" RC PIPE SEWER	LF	4,500	\$133	\$598,500
11	TELEWISE SANITARY SEWER	LF	15,800	\$2.50	\$39,500
12	48" DIA SAN SEWER MANHOLE	EACH	37	\$3,500	\$129,500
13	CASTING ASSEMBLY	EACH	37	\$900	\$33,300
14	CHIMNEY SEAL	EACH	37	\$250	\$9,250
<i>Sub-Total</i>					\$2,395,750
Construction Contingency (10%)					\$239,575
<i>Sub-Total</i>					\$2,635,325
Indirect Costs (25%)					\$658,831
<i>TOTAL</i>					\$3,294,156

1. Costs are for budgeting purposes only and are subject to change as projects are studied, designed, and constructed.
2. Costs are estimated based on 2019 construction costs.
3. Land acquisition costs are not included.

Comprehensive Sanitary Sewer Plan

City of Princeton, MN

Proposed Sanitary Sewer Improvements

Phase 2

No.	Description	Unit	Quantity	Unit Cost	Total
1	UPSIZE NORTH LIFT STATION (2,000 GPM)	LS	1	\$710,000	\$710,000
2	14" HDPE FORCEMAIN (HDD)	LF	950	\$160	\$152,000
3	UPSIZE MAIN LIFT STATION (2,800 GPM)	LS	1	\$760,000	\$760,000
4	16" PVC FORCEMAIN	LF	4,500	\$68	\$306,000
5	UPSIZE 21ST AVENUE LIFT STATION (2,800 GPM)	LS	1	\$760,000	\$760,000
6	18" RC PIPE SEWER	LF	4,800	\$78	\$374,400
7	24" RC PIPE SEWER	LF	3,900	\$81	\$315,900
8	30" RC PIPE SEWER	LF	14,700	\$133	\$1,955,100
9	TELEWISE SANITARY SEWER	LF	23,400	\$2.50	\$58,500
10	48" DIA SAN SEWER MANHOLE	EACH	47	\$3,500	\$164,500
11	CASTING ASSEMBLY	EACH	47	\$900	\$42,300
12	CHIMNEY SEAL	EACH	47	\$250	\$11,750
				<i>Sub-Total</i>	<i>\$5,610,450</i>
				Construction Contingency (10%)	\$561,045
				<i>Sub-Total</i>	<i>\$6,171,495</i>
				Indirect Costs (25%)	\$1,542,874
				<i>TOTAL</i>	<i>\$7,714,369</i>

1. Costs are for budgeting purposes only and are subject to change as projects are studied, designed, and constructed.
2. Costs are estimated based on 2019 construction costs.
3. Land acquisition costs are not included.

Comprehensive Sanitary Sewer Plan

City of Princeton, MN

Proposed Sanitary Sewer Improvements

Phase 3

No.	Description	Unit	Quantity	Unit Cost	Total
1	EXPAND PRINCETON WWTF (7 MGD)	LS	1	\$25,000,000	\$25,000,000
2	UPSIZE NORTHEAST LIFT STATION (4,400 GPM)	LS	1	\$830,000	\$830,000
3	20" HDPE FORCEMAIN (HDD)	LF	2,100	\$170	\$357,000
4	EAST LIFT STATION (4,300 GPM)	LS	1	\$820,000	\$820,000
5	20" HDPE FORCEMAIN (HDD)	LF	4,400	\$170	\$748,000
6	SOUTH LIFT STATION (9,100 GPM)	LS	1	\$960,000	\$960,000
7	30" PVC FORCEMAIN	LF	2,800	\$130	\$364,000
8	15" PVC PIPE SEWER	LF	2,700	\$65	\$175,500
9	18" RC PIPE SEWER	LF	13,300	\$78	\$1,037,400
10	24" RC PIPE SEWER	LF	7,800	\$81	\$631,800
11	27" RC PIPE SEWER	LF	8,900	\$109	\$970,100
12	30" RC PIPE SEWER	LF	23,200	\$133	\$3,085,600
13	36" RC PIPE SEWER	LF	12,200	\$205	\$2,501,000
14	TELEWISE SANITARY SEWER	LF	68,100	\$2.50	\$170,250
15	48" DIA SAN SEWER MANHOLE	EACH	138	\$3,500	\$483,000
16	CASTING ASSEMBLY	EACH	138	\$900	\$124,200
17	CHIMNEY SEAL	EACH	138	\$250	\$34,500
<i>Sub-Total</i>					<i>\$38,292,350</i>
Construction Contingency (10%)					\$3,829,235
<i>Sub-Total</i>					<i>\$42,121,585</i>
Indirect Costs (25%)					\$10,530,396
<i>TOTAL</i>					<i>\$52,651,981</i>

1. Costs are for budgeting purposes only and are subject to change as projects are studied, designed, and constructed.
2. Costs are estimated based on 2019 construction costs.
3. Land acquisition costs are not included.

Comprehensive Sanitary Sewer Plan

City of Princeton, MN

Proposed Sanitary Sewer Improvements

Phase 4

No.	Description	Unit	Quantity	Unit Cost	Total
1	EXPAND PRINCETON WWTF (15 MGD)	LS	1	\$25,000,000	\$25,000,000
2	UPSIZE NORTH LIFT STATION (5,500 GPM)	LS	1	\$770,000	\$770,000
3	24" HDPE FORCEMAIN (HDD)	LF	950	\$190	\$180,500
4	UPSIZE MAIN LIFT STATION (10,900 GPM)	LS	1	\$990,000	\$990,000
5	24" HDPE FORCEMAIN (HDD, PARALLEL W/ 20")	LF	4,500	\$190	\$855,000
6	NORTHEAST LIFT STATION 2 (1,800 GPM)	LS	1	\$570,000	\$570,000
7	12" PVC FORCEMAIN	LF	2,900	\$55	\$159,500
8	SOUTHWEST LIFT STATION (1,500 GPM)	LS	1	\$560,000	\$560,000
9	12" PVC FORCEMAIN	LF	2,200	\$55	\$121,000
10	12" PVC PIPE SEWER	LF	10,900	\$55	\$599,500
11	15" PVC PIPE SEWER	LF	2,600	\$65	\$169,000
12	18" RC PIPE SEWER	LF	35,600	\$78	\$2,776,800
13	24" RC PIPE SEWER	LF	22,400	\$81	\$1,814,400
14	30" RC PIPE SEWER	LF	2,900	\$133	\$385,700
15	42" RC PIPE SEWER	LF	1,500	\$235	\$352,500
16	48" RC PIPE SEWER	LF	6,300	\$265	\$1,669,500
17	TELEWISE SANITARY SEWER	LF	82,200	\$2.50	\$205,500
18	48" DIA SAN SEWER MANHOLE	EACH	172	\$3,500	\$602,000
19	CASTING ASSEMBLY	EACH	172	\$900	\$154,800
20	CHIMNEY SEAL	EACH	172	\$250	\$43,000
<i>Sub-Total</i>					<i>\$37,978,700</i>
Construction Contingency (10%)					\$3,797,870
<i>Sub-Total</i>					<i>\$41,776,570</i>
Indirect Costs (25%)					\$10,444,143
<i>TOTAL</i>					<i>\$52,220,713</i>

1. Costs are for budgeting purposes only and are subject to change as projects are studied, designed, and constructed.

2. Costs are estimated based on 2019 construction costs.

3. Land acquisition costs are not included.

EXHIBIT 29

CITY OF PRINCETON'S BUILDING PERMIT SURCHARGE REPORTS AS REPORTED TO THE MINNESOTA DEPARTMENT OF LABOR & INDUSTRY

<u>YEAR</u>	<u>TYPE</u>	<u>QUARTER 1</u>	<u>QUARTER 2</u>	<u>QUARTER 3</u>	<u>QUARTER 4</u>	<u>TOTAL</u>
2008	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2009	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2010	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2011	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2012	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2013	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2014	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2015	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2016	New one and two family dwellings and each individual townhouse	0	0	0	0	0
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0
2017	New one and two family dwellings and each individual townhouse	0	0	3	0	3
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	0	0

2018	New one and two family dwellings and each individual townhouse	0	7	4	4	15
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	1	2	2	3	8
2019	New one and two family dwellings and each individual townhouse	4	7	5	0	16
	New multi-family buildings	0	0	1	0	1
	New commercial, industrial and institutional buildings	0	0	0	0	0
2020	New one and two family dwellings and each individual townhouse	2	6	2	0	10
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	0	1	1
2021	New one and two family dwellings and each individual townhouse	0	8	9	1	18
	New multi-family buildings	0	0	2	0	2
	New commercial, industrial and institutional buildings	0	0	0	0	0
2022	New one and two family dwellings and each individual townhouse	0	6	2	0	8
	New multi-family buildings	0	0	0	0	0
	New commercial, industrial and institutional buildings	0	0	1	0	1
2023	New single-family dwellings	0	No data	0	0	0
	New two-family dwellings	0	No data	2	0	2
	New townhouse buildings	0	No data	0	0	0
	New multi-family buildings	0	No data	0	0	0
	New commercial, industrial and institutional buildings	0	No data	3	3	6

2008

MUNICIPAL CONSTRUCTION and DEVELOPMENT FEE REVENUE and EXPENSES ANNUAL REPORT

Reporting Period Ending December 31, 2008, as required by Minnesota Statute 326B.145

1. Municipality

Municipality City of Princeton	County Mille Lacs	Telephone No. (Include area code) 763.389.2040
Address 705 2nd Street North	City, State, Zip Princeton, MN 55371-1550	

II. Building Inspection Permits

	Type of Permit	Number of Permits	Number of Units	Valuation
1.	New Single-Family Dwelling	2	2	158,840.00
2.	New Multi-Family Dwelling	0	0	0.00
3.	New Commercial/Industrial/Institutional	0	-	0.00
4.	Addition/Alteration	32	-	1,284,941.00
5.	Other	65	-	210,860.00

III. Fee Revenue And Expenses Associated With Building Permits and Inspections

FEE REVENUE			EXPENSES		
6.	Permit Fees	34,094.00	10.	Building Inspection Expenses	28,735.00
7.	Plan Review Fees	15,025.00			
8.	Other Fees	0.00			
9.	TOTAL FEE REVENUE	49,119.00			

IV. Fee Revenue And Expenses Associated With Development

FEE REVENUE			EXPENSES		
11.	Administrative Fees	0.00	16.	Administrative Expenses	0.00
12.	Engineering Fees	0.00	17.	Engineering Expenses	0.00
13.	Planning and Zoning Fees	2,525.00	18.	Planning and Zoning Expenses	79,041.00
14.	Other Fees	0.00	19.	Other Expenses	0.00
15.	TOTAL FEE REVENUE	2,525.00	20.	TOTAL EXPENSES	79,041.00

V. Fee Revenue And Capital Expenditures Associated With Development-related Infrastructure

FEE REVENUE				CAPITAL EXPENDITURES		
21.	Infrastructure Fees	0.00		25.	Infrastructure Expenditure	0.00
22.	Park Dedication Fees	Cash 0.00	Land 0.00	26.	Park Expenditures	11,610.00
23.	Other Fees	8,404.00		27.	Other Expenditures	0.00
24.	TOTAL FEE REVENUE	8,404.00		28.	TOTAL CAPITAL EXPENDITURES	11,610.00

CERTIFICATION: I hereby certify that information contained here to be in an accurate representation of fees collected and expenses incurred.

Name/Title of Official Completing Form Steven Jackson	Telephone No. (Include Area Code) 763.389.2040	Date 9/11/2009 2:26:17 PM
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Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2008
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	6	5	\$ 30.00
Electrical	0	5	\$ 0.00
Mechanical	1	5	\$ 5.00
Plumbing	2	5	\$ 10.00
Other	0	5	\$ 0.00
Total Part 1			\$ 45.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 45.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	12	\$ 408,165.00	\$ 204.08
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 204.08

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 249.08
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 224.08

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2008
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	55	5	\$ 275.00
Electrical	0	5	\$ 0.00
Mechanical	5	5	\$ 25.00
Plumbing	6	5	\$ 30.00
Other	2	5	\$ 10.00
Total Part 1			\$ 340.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 340.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	29	\$ 1,057,213.00	\$ 528.61
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 528.61

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 868.61
	Retention:	\$ 34.74
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 833.87

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2008
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	29	5	\$ 145.00
Electrical	0	5	\$ 0.00
Mechanical	4	5	\$ 20.00
Plumbing	0	5	\$ 0.00
Other	0	5	\$ 0.00
Total Part 1			\$ 165.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 165.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	14	\$ 155,950.00	\$ 77.98
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 77.98

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 242.98
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 217.98

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2008
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	26	5	\$ 130.00
Electrical	0	5	\$ 0.00
Mechanical	5	5	\$ 25.00
Plumbing	1	5	\$ 5.00
Other	0	5	\$ 0.00
Total Part 1			\$ 160.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 160.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	5	\$ 98,820.00	\$ 49.41
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 49.41

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 209.41
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 184.41

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2009

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Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2009
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	3	5	\$ 15.00
Electrical	0	5	\$ 0.00
Mechanical	3	5	\$ 15.00
Plumbing	1	5	\$ 5.00
Other	0	5	\$ 0.00
Total Part 1			\$ 35.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 35.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	4	\$ 50,120.00	\$ 25.06
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 25.06

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 60.06
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 35.06

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2009
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	25	5	\$ 125.00
Electrical	0	5	\$ 0.00
Mechanical	0	5	\$ 0.00
Plumbing	2	5	\$ 10.00
Other	1	5	\$ 5.00
Total Part 1			\$ 140.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 140.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	19	\$ 172,450.00	\$ 86.23
\$1,000,001 to \$2,000,000	2	\$ 2,160,000.00	\$ 1,064.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,150.23

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,290.23
	Retention:	\$ 51.61
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,238.62

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2009
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	20	5	\$ 100.00
Electrical	0	5	\$ 0.00
Mechanical	4	5	\$ 20.00
Plumbing	0	5	\$ 0.00
Other	0	5	\$ 0.00
Total Part 1			\$ 120.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 120.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	22	\$ 889,770.00	\$ 444.89
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 444.89

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	1	2,300,000.00	990.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			990.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,554.89
	Retention:	\$ 62.20
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,492.69

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2009
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	19	5	\$ 95.00
Electrical	0	5	\$ 0.00
Mechanical	1	5	\$ 5.00
Plumbing	1	5	\$ 5.00
Other	0	5	\$ 0.00
Total Part 1			\$ 105.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 105.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	18	\$ 455,177.00	\$ 227.59
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 227.59

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 332.59
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 307.59

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2010

MUNICIPAL CONSTRUCTION and DEVELOPMENT FEE REVENUE and EXPENSES ANNUAL REPORT

Reporting Period Ending December 31, 2010, as required by Minnesota Statute 326B.145

I. Municipality

Municipality City of Princeton	County Mille Lacs	Telephone No. (Include area code) 763.389.2040
Address 705 2nd Street North	City, State, Zip Princeton, MN 55371-1550	

II. Building Inspection Permits

	Type of Permit	Number of Permits	Number of Units	Valuation
1.	New Single-Family Dwelling	2	2	190,000.00
2.	New Multi-Family Dwelling	0	0	0.00
3.	New Commercial/Industrial/Institutional	1	-	4,294,500.00
4.	Addition/Alteration	157	-	230,822.00
5.	Other	0	-	0.00

III. Fee Revenue And Expenses Associated With Building Permits and Inspections

FEE REVENUE			EXPENSES		
6.	Permit Fees	91,532.00	10.	Building Inspection Expenses	32,087.00
7.	Plan Review Fees	49,824.00			
8.	Other Fees	0.00			
9.	TOTAL FEE REVENUE	141,356.00			

IV. Fee Revenue And Expenses Associated With Development

FEE REVENUE			EXPENSES		
11.	Administrative Fees	0.00	16.	Administrative Expenses	7,863.00
12.	Engineering Fees	0.00	17.	Engineering Expenses	10,508.00
13.	Planning and Zoning Fees	1,127.00	18.	Planning and Zoning Expenses	82,441.00
14.	Other Fees	0.00	19.	Other Expenses	37,294.00
15.	TOTAL FEE REVENUE	1,127.00	20.	TOTAL EXPENSES	138,106.00

V. Fee Revenue And Capital Expenditures Associated With Development-related Infrastructure

FEE REVENUE				CAPITAL EXPENDITURES		
21.	Infrastructure Fees	24,966.00		25.	Infrastructure Expenditure	831,198.00
22.	Park Dedication Fees	Cash 75,500.00	Land 0.00	26.	Park Expenditures	52,180.00
23.	Other Fees	266,070.00		27.	Other Expenditures	114,346.00
24.	TOTAL FEE REVENUE	366,536.00		28.	TOTAL CAPITAL EXPENDITURES	997,724.00

CERTIFICATION: I hereby certify that information contained here to be in an accurate representation of fees collected and expenses incurred.

Name/Title of Official Completing Form Steven Jackson/Finance Director	Telephone No. (Include Area Code) 763.389.2040	Date 6/28/2011 5:06:46 PM
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Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2010
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	8	5	\$ 40.00
Electrical	0	5	\$ 0.00
Mechanical	3	5	\$ 15.00
Plumbing	1	5	\$ 5.00
Other	0	5	\$ 0.00
Total Part 1			\$ 60.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 60.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	9	\$ 98,550.00	\$ 49.28
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 49.28

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 109.28
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 84.28

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2010
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	26	5	\$ 130.00
Electrical	0	5	\$ 0.00
Mechanical	3	5	\$ 15.00
Plumbing	2	5	\$ 10.00
Other	0	5	\$ 0.00
Total Part 1			\$ 155.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 155.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	16	\$ 368,141.00	\$ 184.07
\$1,000,001 to \$2,000,000	2	\$ 3,183,000.00	\$ 1,473.20
\$2,000,001 to \$3,000,000	1	\$ 2,700,000.00	\$ 1,110.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	1	\$ 4,400,000.00	\$ 1,440.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 4,207.27

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 4,362.27
	Retention:	\$ 174.49
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 4,187.78

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2010
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	17	5	\$ 85.00
Electrical	0	5	\$ 0.00
Mechanical	7	5	\$ 35.00
Plumbing	2	5	\$ 10.00
Other	0	5	\$ 0.00
Total Part 1			\$ 130.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 130.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	32	\$ 2,015,945.00	\$ 1,007.97
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,007.97

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,137.97
	Retention:	\$ 45.52
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,092.45

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
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 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2010
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	20	5	\$ 100.00
Electrical	0	5	\$ 0.00
Mechanical	3	5	\$ 15.00
Plumbing	0	5	\$ 0.00
Other	1	5	\$ 5.00
Total Part 1			\$ 120.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 120.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	11	\$ 1,750,166.00	\$ 875.08
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	1	\$ 3,442,500.00	\$ 1,288.50
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 2,163.58

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,283.58
	Retention:	\$ 91.34
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,192.24

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2011

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2011
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	10	5	\$ 50.00
Electrical	0	5	\$ 0.00
Mechanical	5	5	\$ 25.00
Plumbing	3	5	\$ 15.00
Other	0	5	\$ 0.00
Total Part 1			\$ 90.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 90.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	12	\$ 309,700.00	\$ 154.85
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 154.85

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 244.85
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 219.85

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2011
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	30	5	\$ 150.00
Electrical	0	5	\$ 0.00
Mechanical	6	5	\$ 30.00
Plumbing	5	5	\$ 25.00
Other	1	5	\$ 5.00
Total Part 1			\$ 210.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 210.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	24	\$ 1,334,112.00	\$ 667.06
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	1	\$ 2,262,850.00	\$ 978.86
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,645.92

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,855.92
	Retention:	\$ 74.24
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,781.68

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2011
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	42	5	\$ 210.00
Electrical	0	5	\$ 0.00
Mechanical	2	5	\$ 10.00
Plumbing	0	5	\$ 0.00
Other	0	5	\$ 0.00
Total Part 1			\$ 220.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 220.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	18	\$ 839,474.00	\$ 419.74
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	1	\$ 5,400,000.00	\$ 1,520.00
Building Permits Surcharge:			\$ 1,939.74

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,159.74
	Retention:	\$ 86.39
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,073.35

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2011
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	39	5	\$ 195.00
Electrical	0	5	\$ 0.00
Mechanical	7	5	\$ 35.00
Plumbing	0	5	\$ 0.00
Other	0	5	\$ 0.00
Total Part 1			\$ 230.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 230.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	8	\$ 737,230.00	\$ 368.62
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 368.62

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 598.62
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 573.62

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2012

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 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2012
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	12	5	\$ 60.00
Electrical	0	5	\$ 0.00
Mechanical	2	5	\$ 10.00
Plumbing	0	5	\$ 0.00
Other	0	5	\$ 0.00
Total Part 1			\$ 70.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 70.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	5	\$ 64,587.00	\$ 32.29
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 32.29

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 102.29
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 77.29

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2012
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	22	5	\$ 110.00
Electrical	0	5	\$ 0.00
Mechanical	1	5	\$ 5.00
Plumbing	0	5	\$ 0.00
Other	0	5	\$ 0.00
Total Part 1			\$ 115.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 115.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	14	\$ 1,242,077.00	\$ 621.04
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 621.04

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 736.04
	Retention:	\$ 29.44
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 706.60

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2012
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	32	5	\$ 160.00
Electrical	0	5	\$ 0.00
Mechanical	5	5	\$ 25.00
Plumbing	0	5	\$ 0.00
Other	3	5	\$ 15.00
Total Part 1			\$ 200.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 200.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	19	\$ 442,000.00	\$ 221.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 221.00

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 421.00
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 396.00

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2012
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	25	5	\$ 125.00
Electrical	0	5	\$ 0.00
Mechanical	2	5	\$ 10.00
Plumbing	5	5	\$ 25.00
Other	2	5	\$ 10.00
Total Part 1			\$ 170.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 170.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	18	\$ 1,082,832.00	\$ 541.42
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 541.42

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 711.42
	Retention:	\$ 28.46
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 682.96

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2013

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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2013
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	3	5	\$ 15.00
Electrical	0	5	\$ 0.00
Mechanical	2	5	\$ 10.00
Plumbing	2	5	\$ 10.00
Other	0	5	\$ 0.00
Total Part 1			\$ 35.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 35.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	6	\$ 169,240.00	\$ 84.62
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 84.62

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 119.62
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 94.62

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2013
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	24	5	\$ 120.00
Electrical	0	5	\$ 0.00
Mechanical	2	5	\$ 10.00
Plumbing	3	5	\$ 15.00
Other	2	5	\$ 10.00
Total Part 1			\$ 155.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 155.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	20	\$ 603,131.00	\$ 301.57
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 301.57

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 456.57
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 431.57

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2013
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	39	5	\$ 195.00
Electrical	0	5	\$ 0.00
Mechanical	2	5	\$ 10.00
Plumbing	4	5	\$ 20.00
Other	0	5	\$ 0.00
Total Part 1			\$ 225.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 225.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	9	\$ 203,595.00	\$ 101.80
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 101.80

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 326.80
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 301.80

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2013
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	21	5	\$ 105.00
Electrical	0	5	\$ 0.00
Mechanical	9	5	\$ 45.00
Plumbing	3	5	\$ 15.00
Other	0	5	\$ 0.00
Total Part 1			\$ 165.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 165.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	19	\$ 729,614.00	\$ 364.81
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 364.81

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 529.81
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 504.81

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2014

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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2014
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	14	5	\$ 70.00
Electrical	0	5	\$ 0.00
Mechanical	8	5	\$ 40.00
Plumbing	1	5	\$ 5.00
Other	1	5	\$ 5.00
Total Part 1			\$ 120.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 120.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	6	\$ 299,020.00	\$ 149.51
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 149.51

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 269.51
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 244.51

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2014
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	27	5	\$ 135.00
Electrical	0	5	\$ 0.00
Mechanical	9	5	\$ 45.00
Plumbing	5	5	\$ 25.00
Other	4	5	\$ 20.00
Total Part 1			\$ 225.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 225.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 0.00

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 225.00
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 200.00

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2014
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	41	5	\$ 205.00
Electrical	0	5	\$ 0.00
Mechanical	10	5	\$ 50.00
Plumbing	5	5	\$ 25.00
Other	2	5	\$ 10.00
Total Part 1			\$ 290.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 290.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 0.00

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	22	\$ 2,618,898.00	\$ 1,309.45
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	1	\$ 3,500,000.00	\$ 1,300.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 2,609.45

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,899.45
	Retention:	\$ 115.98
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,783.47

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2014
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	11	5	\$ 55.00
Electrical	0	5	\$ 0.00
Mechanical	5	5	\$ 25.00
Plumbing	3	5	\$ 15.00
Other	1	5	\$ 5.00
Total Part 1			\$ 100.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 100.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	21	\$ 2,267,580.00	\$ 1,133.79
\$1,000,001 to \$2,000,000	1	\$ 1,680,000.00	\$ 772.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,905.79

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,005.79
	Retention:	\$ 80.23
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,925.56

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2015

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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2015
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	15	5	\$ 75.00
Electrical	0	5	\$ 0.00
Mechanical	5	5	\$ 25.00
Plumbing	2	5	\$ 10.00
Other	0	5	\$ 0.00
Total Part 1			\$ 110.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 110.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	3	\$ 39,000.00	\$ 19.50
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 19.50

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 129.50
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 104.50

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2015
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	56	5	\$ 280.00
Electrical	0	5	\$ 0.00
Mechanical	9	5	\$ 45.00
Plumbing	5	5	\$ 25.00
Other	0	5	\$ 0.00
Total Part 1			\$ 350.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 350.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	13	\$ 1,022,628.00	\$ 511.31
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	1	\$ 16,500,000.00	\$ 2,075.00
Building Permits Surcharge:			\$ 2,586.31

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,936.31
	Retention:	\$ 117.45
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,818.86

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2015
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	27	1	\$ 27.00
Electrical	0	1	\$ 0.00
Mechanical	7	1	\$ 7.00
Plumbing	6	1	\$ 6.00
Other	0	1	\$ 0.00
Total Part 1			\$ 40.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 40.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	25	\$ 1,967,052.00	\$ 983.53
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	1	\$ 3,355,000.00	\$ 1,271.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 2,254.53

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,294.53
	Retention:	\$ 91.78
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,202.75

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2015
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	17	1	\$ 17.00
Electrical	0	1	\$ 0.00
Mechanical	12	1	\$ 12.00
Plumbing	11	1	\$ 11.00
Other	5	1	\$ 5.00
Total Part 1			\$ 45.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 45.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 0.00

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	26	\$ 1,391,230.00	\$ 695.62
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 695.62

Surcharge Report Summary

	Total Surcharges:	\$ 740.62
	Retention:	\$ 29.62
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 711.00

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2016

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2016
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	18	1	\$ 18.00
Electrical	0	1	\$ 0.00
Mechanical	3	1	\$ 3.00
Plumbing	1	1	\$ 1.00
Other	0	1	\$ 0.00
Total Part 1			\$ 22.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 22.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	10	\$ 715,565.00	\$ 357.78
\$1,000,001 to \$2,000,000	2	\$ 3,600,000.00	\$ 1,640.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,997.78

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,019.78
	Retention:	\$ 80.79
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,938.99

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2016
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	39	1	\$ 39.00
Electrical	0	1	\$ 0.00
Mechanical	3	1	\$ 3.00
Plumbing	5	1	\$ 5.00
Other	2	1	\$ 2.00
Total Part 1			\$ 49.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 49.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	31	\$ 2,172,937.00	\$ 1,086.47
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,086.47

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,135.47
	Retention:	\$ 45.42
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,090.05

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2016
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	73	1	\$ 73.00
Electrical	0	1	\$ 0.00
Mechanical	14	1	\$ 14.00
Plumbing	8	1	\$ 8.00
Other	0	1	\$ 0.00
Total Part 1			\$ 95.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 95.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	35	\$ 2,375,226.00	\$ 1,187.61
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,187.61

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,282.61
	Retention:	\$ 51.30
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,231.31

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2016
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	29	1	\$ 29.00
Electrical	0	1	\$ 0.00
Mechanical	3	1	\$ 3.00
Plumbing	1	1	\$ 1.00
Other	0	1	\$ 0.00
Total Part 1			\$ 33.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 33.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	10	\$ 452,750.00	\$ 226.38
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 226.38

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 259.38
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 234.38

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2017

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Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2017
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	20	1	\$ 20.00
Electrical	0	1	\$ 0.00
Mechanical	2	1	\$ 2.00
Plumbing	2	1	\$ 2.00
Other	1	1	\$ 1.00
Total Part 1			\$ 25.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 25.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	16	\$ 610,402.00	\$ 305.20
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 305.20

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 330.20
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 305.20

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2017
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	32	1	\$ 32.00
Electrical	0	1	\$ 0.00
Mechanical	5	1	\$ 5.00
Plumbing	3	1	\$ 3.00
Other	2	1	\$ 2.00
Total Part 1			\$ 42.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 42.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	19	\$ 1,384,489.00	\$ 692.24
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 692.24

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 734.24
	Retention:	\$ 29.37
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 704.87

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	3	3	\$ 389,000.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	3		\$ 389,000.00

Minnesota Department of Labor and Industry
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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2017
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	28	1	\$ 28.00
Electrical	0	1	\$ 0.00
Mechanical	11	1	\$ 11.00
Plumbing	8	1	\$ 8.00
Other	1	1	\$ 1.00
Total Part 1			\$ 48.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 48.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	16	\$ 1,711,937.00	\$ 855.97
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 855.97

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 903.97
	Retention:	\$ 36.16
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 867.81

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	5	5	\$ 1,157,297.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	5		\$ 1,157,297.00

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 St. Paul, MN 55155-4341
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2017
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	25	1	\$ 25.00
Electrical	0	1	\$ 0.00
Mechanical	1	1	\$ 1.00
Plumbing	3	1	\$ 3.00
Other	0	1	\$ 0.00
Total Part 1			\$ 29.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 29.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	9	\$ 222,596.00	\$ 111.30
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 111.30

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 140.30
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 115.30

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2018

MUNICIPAL CONSTRUCTION and DEVELOPMENT FEE REVENUE and EXPENSES ANNUAL REPORT

Reporting Period Ending December 31, 2018, as required by Minnesota Statute 326B.145

I. Municipality

Municipality City of Princeton	County Mille Lacs	Telephone No. (Include area code) 763.389.2040
Address 705 2nd Street North	City, State, Zip Princeton, MN 55371-1550	

II. Building Inspection Permits

	Type of Permit	Number of Permits	Number of Units	Valuation
1.	New Single-Family Dwelling	14	14	2,439,605.00
2.	New Multi-Family Dwelling	0	0	0.00
3.	New Commercial/Industrial/Institutional	6	-	4,188,535.00
4.	Addition/Alteration	224	-	1,923,026.00
5.	Other	0	-	0.00

III. Fee Revenue And Expenses Associated With Building Permits and Inspections

FEE REVENUE			EXPENSES		
6.	Permit Fees	76,787.00	10.	Building Inspection Expenses	32,699.00
7.	Plan Review Fees	42,265.00			
8.	Other Fees	1,380.00			
9.	TOTAL FEE REVENUE	120,432.00			

IV. Fee Revenue And Expenses Associated With Development

FEE REVENUE			EXPENSES		
11.	Administrative Fees	0.00	16.	Administrative Expenses	69,557.00
12.	Engineering Fees	28,250.00	17.	Engineering Expenses	67,534.00
13.	Planning and Zoning Fees	18,175.00	18.	Planning and Zoning Expenses	45,556.00
14.	Other Fees	0.00	19.	Other Expenses	0.00
15.	TOTAL FEE REVENUE	46,425.00	20.	TOTAL EXPENSES	182,647.00

V. Fee Revenue And Capital Expenditures Associated With Development-related Infrastructure

FEE REVENUE				CAPITAL EXPENDITURES		
21.	Infrastructure Fees	0.00		25.	Infrastructure Expenditure	87,729.00
22.	Park Dedication Fees	Cash 2,470.00	Land 0.00	26.	Park Expenditures	267,528.00
23.	Other Fees	96,600.00		27.	Other Expenditures	0.00
24.	TOTAL FEE REVENUE	99,070.00		28.	TOTAL CAPITAL EXPENDITURES	355,257.00

CERTIFICATION: I hereby certify that information contained here to be in an accurate representation of fees collected and expenses incurred.

Name/Title of Official Completing Form Steve Jackson	Telephone No. (Include Area Code) 763.389.2040	Date 7/25/2019 5:16:36 PM
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Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2018
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	5	1	\$ 5.00
Electrical	0	1	\$ 0.00
Mechanical	5	1	\$ 5.00
Plumbing	1	1	\$ 1.00
Other	0	1	\$ 0.00
Total Part 1			\$ 11.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 11.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	8	\$ 1,010,747.00	\$ 505.37
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 505.37

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 516.37
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 491.37

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	1		\$ 15,000.00
TOTALS	1		\$ 15,000.00

Minnesota Department of Labor and Industry
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 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2018
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	30	1	\$ 30.00
Electrical	0	1	\$ 0.00
Mechanical	10	1	\$ 10.00
Plumbing	8	1	\$ 8.00
Other	2	1	\$ 2.00
Total Part 1			\$ 50.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 50.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	29	\$ 2,463,369.00	\$ 1,231.68
\$1,000,001 to \$2,000,000	2	\$ 2,800,000.00	\$ 1,320.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 2,551.68

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,601.68
	Retention:	\$ 104.07
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,497.61

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	7	7	\$ 1,292,190.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	2		\$ 2,800,000.00
TOTALS	9		\$ 4,092,190.00

Minnesota Department of Labor and Industry
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 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2018
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	67	1	\$ 67.00
Electrical	0	1	\$ 0.00
Mechanical	8	1	\$ 8.00
Plumbing	7	1	\$ 7.00
Other	4	1	\$ 4.00
Total Part 1			\$ 86.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 86.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	23	\$ 1,659,789.00	\$ 829.89
\$1,000,001 to \$2,000,000	1	\$ 1,300,000.00	\$ 620.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,449.89

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,535.89
	Retention:	\$ 61.44
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,474.45

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	4	4	\$ 626,360.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	2		\$ 1,336,000.00
TOTALS	6		\$ 1,962,360.00

Minnesota Department of Labor and Industry
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 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2018
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	68	1	\$ 68.00
Electrical	0	1	\$ 0.00
Mechanical	5	1	\$ 5.00
Plumbing	5	1	\$ 5.00
Other	0	1	\$ 0.00
Total Part 1			\$ 78.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 78.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	19	\$ 1,198,493.00	\$ 599.25
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 599.25

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 677.25
	Retention:	\$ 27.09
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 650.16

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	4	4	\$ 679,110.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	3		\$ 60,035.00
TOTALS	7		\$ 739,145.00

2019

MUNICIPAL CONSTRUCTION and DEVELOPMENT FEE REVENUE and EXPENSES ANNUAL REPORT

Reporting Period Ending December 31, 2019, as required by Minnesota Statute 326B.145

1. Municipality

Municipality City of Princeton	County Mille Lacs	Telephone No. (Include area code) 763.389.2040
Address 705 2nd Street North	City, State, Zip Princeton, MN 55371-1550	

II. Building Inspection Permits

	Type of Permit	Number of Permits	Number of Units	Valuation
1.	New Single-Family Dwelling	13	13	2,363,648.00
2.	New Multi-Family Dwelling	1	14	2,757,000.00
3.	New Commercial/Industrial/Institutional	2	—	2,665,592.00
4.	Addition/Alteration	184	—	63,422.00
5.	Other	0	—	0.00

III. Fee Revenue And Expenses Associated With Building Permits and Inspections

FEE REVENUE			EXPENSES		
6.	Permit Fees	81,958.00	10.	Building Inspection Expenses	31,962.00
7.	Plan Review Fees	43,260.00			
8.	Other Fees	0.00			
9.	TOTAL FEE REVENUE	125,218.00			

IV. Fee Revenue And Expenses Associated With Development

FEE REVENUE			EXPENSES		
11.	Administrative Fees	0.00	16.	Administrative Expenses	19,335.00
12.	Engineering Fees	3,833.00	17.	Engineering Expenses	13,830.00
13.	Planning and Zoning Fees	2,650.00	18.	Planning and Zoning Expenses	158,448.00
14.	Other Fees	0.00	19.	Other Expenses	0.00
15.	TOTAL FEE REVENUE	6,483.00	20.	TOTAL EXPENSES	191,613.00

V. Fee Revenue And Capital Expenditures Associated With Development-related Infrastructure

FEE REVENUE				CAPITAL EXPENDITURES		
21.	Infrastructure Fees	0.00		25.	Infrastructure Expenditure	0.00
22.	Park Dedication Fees	Cash 0.00	Land 0.00	26.	Park Expenditures	0.00
23.	Other Fees	0.00		27.	Other Expenditures	0.00
24.	TOTAL FEE REVENUE	0.00		28.	TOTAL CAPITAL EXPENDITURES	0.00

CERTIFICATION: I hereby certify that information contained here to be in an accurate representation of fees collected and expenses incurred.

Name/Title of Official Completing Form Steven Jackson	Telephone No. (Include Area Code) 763.389.2040	Date 8/17/2020 5:53:37 PM
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Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2019
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	15	1	\$ 15.00
Electrical	0	1	\$ 0.00
Mechanical	6	1	\$ 6.00
Plumbing	6	1	\$ 6.00
Other	1	1	\$ 1.00
Total Part 1			\$ 28.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 28.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	9	\$ 759,564.00	\$ 379.78
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 379.78

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 407.78
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 382.78

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	4	4	\$ 683,864.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	4		\$ 683,864.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
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 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2019
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	32	1	\$ 32.00
Electrical	0	1	\$ 0.00
Mechanical	13	1	\$ 13.00
Plumbing	8	1	\$ 8.00
Other	3	1	\$ 3.00
Total Part 1			\$ 56.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 56.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	31	\$ 3,375,966.00	\$ 1,687.98
\$1,000,001 to \$2,000,000	1	\$ 1,932,000.00	\$ 872.80
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 2,560.78

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,616.78
	Retention:	\$ 104.67
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,512.11

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	7	7	\$ 1,280,130.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	7		\$ 1,280,130.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2019
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	36	1	\$ 36.00
Electrical	0	1	\$ 0.00
Mechanical	23	1	\$ 23.00
Plumbing	12	1	\$ 12.00
Other	3	1	\$ 3.00
Total Part 1			\$ 74.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 74.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	28	\$ 2,344,897.00	\$ 1,172.45
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	1	\$ 2,757,000.00	\$ 1,127.10
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 2,299.55

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	1	7,800.00	3.90
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			3.90

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 2,377.45
	Retention:	\$ 95.10
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 2,282.35

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	5	7	\$ 848,124.00
New multi-family buildings	1	16	\$ 2,757,000.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	6		\$ 3,605,124.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2019
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	28	1	\$ 28.00
Electrical	0	1	\$ 0.00
Mechanical	0	1	\$ 0.00
Plumbing	0	1	\$ 0.00
Other	0	1	\$ 0.00
Total Part 1			\$ 28.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 28.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	24	\$ 1,035,080.00	\$ 517.54
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 517.54

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 545.54
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 520.54

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2020

Municipal Fee and Expense Report

Reporting Period Ending December 31, 2020

I. Municipality \$5,000 or less in construction and development-related fees collected (If this box is checked, complete only sections I and VI and submit the form.)

Municipality City of Princeton	County Mille Lacs	Telephone No. 763.389.2040
Address 705 2nd Street North	City, State, ZIP Princeton, MN 55371-1550	
Email		

II. Building Construction Permits

TYPE OF PERMIT	Number of Permits	Number of Units	Valuation
1. New Single-Family Dwelling	2	2	246,720.00
2. New Multi-Family Dwelling	6	12	1,160,000.00
3. New Commercial / Industrial / Institutional	0	N/A	0.00
4. Addition / Alteration	19	N/A	928,676.00
5. Other	159	N/A	2,883,819.00

III. Fee Revenue and Expenses Associated with Building Code Enforcement

FEE REVENUE			PERMIT, PLAN REVIEW & INSPECTION EXPENSES		
6.	Building Permits	61,804.00	10.	Employee Salaries and Benefits	40,634.00
7.	Construction Plan Reviews	31,874.00	11.	Travel – Vehicles	0.00
8.	Other Construction Permits	0.00	12.	Office Space	0.00
9.	TOTAL FEE REVENUE	93,678.00	13.	Supplies and Equipment	0.00
			14.	Administrative Overhead	0.00
			15.	TOTAL EXPENSES	40,634.00

IV. Fee Revenue and Expenses Associated with Development

FEE REVENUE			EXPENSES		
16.	Administrative	0.00	21.	Administrative	35,906.00
17.	Engineering	8,500.00	22.	Engineering	46,642.00
18.	Planning and Zoning	4,500.00	23.	Planning and Zoning	134,957.00
19.	Other:	0.00	24.	Other:	0.00
20.	TOTAL FEE REVENUE	13,000.00	25.	TOTAL EXPENSES	217,505.00

V. Fee Revenue and Capital Expenditures Associated with Development-Related Infrastructure

FEE REVENUE				CAPITAL EXPENDITURES		
26.	Infrastructure	0.00		30.	Infrastructure	0.00
		Cash	Land			
27.	Park Dedication	0.00	0.00	31.	Park	0.00
28.	Other Fees:	0.00		32.	Other Expenditures:	0.00
29.	TOTAL FEE REVENUE	0.00		33.	TOTAL CAPITAL EXPENDITURES	0.00

VI. CERTIFICATION: I hereby certify the information contained herein to be an accurate representation of fees collected and expenses incurred.

Name/Title of Person Completing Form Michele McPherson/City Administrator	Email address: mmcpherson@princetonmn.org	Telephone No. 763.389.2040	Date: 6/30/2021 2:58:16 PM
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Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2020
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	27	1	\$ 27.00
Electrical	0	1	\$ 0.00
Mechanical	5	1	\$ 5.00
Plumbing	7	1	\$ 7.00
Other	2	1	\$ 2.00
Total Part 1			\$ 41.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 41.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	9	\$ 516,078.00	\$ 258.04
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 258.04

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 299.04
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 274.04

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	2	2	\$ 380,000.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	2		\$ 380,000.00

Minnesota Department of Labor and Industry
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 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2020
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	19	1	\$ 19.00
Electrical	0	1	\$ 0.00
Mechanical	7	1	\$ 7.00
Plumbing	8	1	\$ 8.00
Other	3	1	\$ 3.00
Total Part 1			\$ 37.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 37.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	24	\$ 2,349,726.00	\$ 1,174.86
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,174.86

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,211.86
	Retention:	\$ 48.47
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,163.39

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	6	6	\$ 922,920.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	6		\$ 922,920.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2020
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	25	1	\$ 25.00
Electrical	0	1	\$ 0.00
Mechanical	8	1	\$ 8.00
Plumbing	5	1	\$ 5.00
Other	2	1	\$ 2.00
Total Part 1			\$ 40.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 40.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	14	\$ 514,130.00	\$ 257.07
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 257.07

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 297.07
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 272.07

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	2	2	\$ 380,000.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	2		\$ 380,000.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2020
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	27	1	\$ 27.00
Electrical	0	1	\$ 0.00
Mechanical	1	1	\$ 1.00
Plumbing	2	1	\$ 2.00
Other	0	1	\$ 0.00
Total Part 1			\$ 30.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 30.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	19	\$ 1,278,482.00	\$ 639.24
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 639.24

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 669.24
	Retention:	\$ 26.77
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 642.47

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	1		\$ 169,000.00
TOTALS	1		\$ 169,000.00

2021

Municipal Fee and Expense Report

Reporting Period Ending December 31, 2021

I. Municipality **\$5,000 or less in construction and development-related fees collected (If this box is checked, complete only sections I and VI and submit the form.)**

Municipality City of Princeton	County Mille Lacs
Mailing Address 705 2nd Street North	Princeton, MN 55371-1550
Municipality's Email	Telephone No. 763.389.2040

II. Building Construction Permits

	TYPE OF PERMIT	Number of Permits	Number of Units	Valuation
1a.	New Single-Family Dwellings	2	2	418,000.00
1b.	New Two-Family Dwellings	0	0	0.00
2.	New Townhouse Buildings	0	0	0.00
3.	New Multi-Family Buildings	9	114	13,569,050.00
4.	New Commercial / Industrial / Institutional Buildings	1	N/A	589,900.00
5.	Additions / Alterations / Other	194	N/A	4,104,030.00

III. Fee Revenue and Expenses Associated with Building Code Enforcement

FEE REVENUE			PERMIT, PLAN REVIEW & INSPECTION EXPENSES		
6.	Building Permits	116,652.00	10.	Employee Salaries and Benefits	19,082.00
7.	Construction Plan Reviews	49,288.00	11.	Travel – Vehicles	0.00
8.	Other Construction Permits	0.00	12.	Office Space	0.00
9.	TOTAL FEE REVENUE	165,940.00	13.	Supplies and Equipment	0.00
			14.	Administrative Overhead	0.00
			15.	TOTAL EXPENSES	19,082.00

IV. Fee Revenue and Expenses Associated with Development

FEE REVENUE			EXPENSES		
16.	Administrative	0.00	21.	Administrative	35,235.00
17.	Engineering	14,541.00	22.	Engineering	6,337.00
18.	Planning and Zoning	2,575.00	23.	Planning and Zoning	135,538.00
19.	Other:	0.00	24.	Other:	0.00
20.	TOTAL FEE REVENUE	17,116.00	25.	TOTAL EXPENSES	177,110.00

V. Fee Revenue and Capital Expenditures Associated with Development-Related Infrastructure

FEE REVENUE				CAPITAL EXPENDITURES		
26.	Infrastructure	69,300.00		30.	Infrastructure	0.00
		Cash	Land			
27.	Park Dedication	60,000.00	0.00	31.	Park	152,874.00
28.	Other Fees:		0.00	32.	Other Expenditures:	0.00
29.	TOTAL FEE REVENUE	129,300.00		33.	TOTAL CAPITAL EXPENDITURES	152,874.00

VI. CERTIFICATION: I hereby certify the information contained herein to be an accurate representation of fees collected and expenses incurred.

Name/Title of Person Completing Form	Email	Telephone No.	Date:
Michele McPherson/City Administrator	mmcpherson@princetonmn.org	763.389.8244	6/29/2022 3:25:23 PM

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2021
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	17	1	\$ 17.00
Electrical	0	1	\$ 0.00
Mechanical	0	1	\$ 0.00
Plumbing	0	1	\$ 0.00
Other	0	1	\$ 0.00
Total Part 1			\$ 17.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 17.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	14	\$ 404,620.00	\$ 202.31
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 202.31

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 219.31
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 194.31

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
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 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2021
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	54	1	\$ 54.00
Electrical	0	1	\$ 0.00
Mechanical	10	1	\$ 10.00
Plumbing	8	1	\$ 8.00
Other	4	1	\$ 4.00
Total Part 1			\$ 76.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 76.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	15	\$ 1,463,282.00	\$ 731.64
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 731.64

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 807.64
	Retention:	\$ 32.31
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 775.33

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	8	8	\$ 1,350,920.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	8		\$ 1,350,920.00

Minnesota Department of Labor and Industry
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 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2021
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	28	1	\$ 28.00
Electrical	0	1	\$ 0.00
Mechanical	8	1	\$ 8.00
Plumbing	10	1	\$ 10.00
Other	2	1	\$ 2.00
Total Part 1			\$ 48.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 48.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	27	\$ 2,858,683.00	\$ 1,429.34
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	2	\$ 10,800,000.00	\$ 3,040.00
Building Permits Surcharge:			\$ 4,469.34

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 4,517.34
	Retention:	\$ 180.69
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 4,336.65

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	9	9	\$ 2,040,764.00
New multi-family buildings	2	98	\$ 10,800,000.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	11		\$ 12,840,764.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2021
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	26	1	\$ 26.00
Electrical	0	1	\$ 0.00
Mechanical	1	1	\$ 1.00
Plumbing	1	1	\$ 1.00
Other	1	1	\$ 1.00
Total Part 1			\$ 29.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 29.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	24	\$ 2,353,224.00	\$ 1,176.61
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,176.61

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,205.61
	Retention:	\$ 48.22
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,157.39

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	1	1	\$ 200,000.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	1		\$ 200,000.00

2022

Municipal Fee and Expense Report

Reporting Period Ending December 31, 2022

I. Municipality **\$5,000 or less in construction and development-related fees collected (If this box is checked, complete only sections I and VI and submit the form.)**

Municipality City of Princeton	County Mille Lacs
Mailing Address 705 2nd Street North	Princeton, MN 55371-1550
Municipality's Email	Telephone No. 763.389.2040

II. Building Construction Permits

	TYPE OF PERMIT	Number of Permits	Number of Units	Valuation
1a.	New Single-Family Dwellings	4	4	0.00
1b.	New Two-Family Dwellings	12	12	2,785,200.00
2.	New Townhouse Buildings	0	0	0.00
3.	New Multi-Family Buildings	0	0	0.00
4.	New Commercial / Industrial / Institutional Buildings	2	N/A	1,004,000.00
5.	Additions / Alterations / Other	650	N/A	4,775,850.00

III. Fee Revenue and Expenses Associated with Building Code Enforcement

FEE REVENUE			PERMIT, PLAN REVIEW & INSPECTION EXPENSES		
6.	Building Permits	125,795.00	10.	Employee Salaries and Benefits	50,594.00
7.	Construction Plan Reviews	42,449.00	11.	Travel – Vehicles	0.00
8.	Other Construction Permits	0.00	12.	Office Space	0.00
9.	TOTAL FEE REVENUE	168,244.00	13.	Supplies and Equipment	0.00
			14.	Administrative Overhead	0.00
			15.	TOTAL EXPENSES	50,594.00

IV. Fee Revenue and Expenses Associated with Development

FEE REVENUE			EXPENSES		
16.	Administrative	0.00	21.	Administrative	37,272.00
17.	Engineering	11,069.00	22.	Engineering	24,940.00
18.	Planning and Zoning	5,980.00	23.	Planning and Zoning	124,426.00
19.	Other:	0.00	24.	Other:	0.00
20.	TOTAL FEE REVENUE	17,049.00	25.	TOTAL EXPENSES	186,638.00

V. Fee Revenue and Capital Expenditures Associated with Development-Related Infrastructure

FEE REVENUE				CAPITAL EXPENDITURES		
26.	Infrastructure	46,200.00		30.	Infrastructure	127,006.00
		Cash	Land			
27.	Park Dedication	0.00	0.00	31.	Park	926.00
28.	Other Fees:		0.00	32.	Other Expenditures:	0.00
29.	TOTAL FEE REVENUE	46,200.00		33.	TOTAL CAPITAL EXPENDITURES	127,932.00

VI. CERTIFICATION: I hereby certify the information contained herein to be an accurate representation of fees collected and expenses incurred.

Name/Title of Person Completing Form	Email	Telephone No.	Date:
Lynn Hoheisel/Accountant	LHoheisel@princetonmn.org	763.389.2040	5/15/2023 3:57:34 PM

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: March	Year: 2022
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	22	1	\$ 22.00
Electrical	0	1	\$ 0.00
Mechanical	5	1	\$ 5.00
Plumbing	4	1	\$ 4.00
Other	0	1	\$ 0.00
Total Part 1			\$ 31.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 31.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	17	\$ 669,109.00	\$ 334.55
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 334.55

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 365.55
	Retention:	\$ 25.00
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 340.55

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: June	Year: 2022
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	86	1	\$ 86.00
Electrical	0	1	\$ 0.00
Mechanical	16	1	\$ 16.00
Plumbing	14	1	\$ 14.00
Other	5	1	\$ 5.00
Total Part 1			\$ 121.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 121.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	30	\$ 3,519,548.00	\$ 1,759.77
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,759.77

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,880.77
	Retention:	\$ 75.23
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,805.54

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	6	11	\$ 2,959,328.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	6		\$ 2,959,328.00

Minnesota Department of Labor and Industry
 Construction Codes and Licensing Division
 443 Lafayette Road North
 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
 www.dli.mn.gov

Quarterly Building Permit Surcharge Report

Month Ending: September	Year: 2022
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REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	358	1	\$ 358.00
Electrical	0	1	\$ 0.00
Mechanical	3	1	\$ 3.00
Plumbing	2	1	\$ 2.00
Other	2	1	\$ 2.00
Total Part 1			\$ 365.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 365.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	27	\$ 2,395,825.00	\$ 1,197.91
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,197.91

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,562.91
	Retention:	\$ 62.52
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,500.39

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	2	2	\$ 493,920.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	1		\$ 1,000,000.00
TOTALS	3		\$ 1,493,920.00

Minnesota Department of Labor and Industry
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 St. Paul, MN 55155-4341
 Phone: (651) 284-5068 Fax: (651) 284-5749
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Quarterly Building Permit Surcharge Report

Month Ending: December	Year: 2022
-------------------------------	-------------------

REPORTING UNIT/MUNICIPALITY City of Princeton	COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
ADDRESS 705 2nd Street North	CITY Princeton	STATE MN	ZIP CODE 55371-1550

Permits Based on Fixed Fees, Part 1

Report permits in this section if the fee for each permit is less than \$2,010			
Permit Type	No. of Permits	Times	Surcharge Amount
Building	137	1	\$ 137.00
Electrical	0	1	\$ 0.00
Mechanical	0	1	\$ 0.00
Plumbing	0	1	\$ 0.00
Other	0	1	\$ 0.00
Total Part 1			\$ 137.00

Permits Based on Fixed Fees, Part 2

Report permits in this section if the fee for each permit is \$2,010 or more				
Permit Type	No. of Permits	Total Fees	Times .0005	Surcharge Amount
Building	0	\$ 0.00	Times .0005	\$ 0.00
Electrical	0	\$ 0.00	Times .0005	\$ 0.00
Mechanical	0	\$ 0.00	Times .0005	\$ 0.00
Plumbing	0	\$ 0.00	Times .0005	\$ 0.00
Other	0	\$ 0.00	Times .0005	\$ 0.00
Total Part 2				\$ 0.00
Total Part 1 & 2				\$ 137.00

Building Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	13	\$ 321,382.00	\$ 160.69
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	1	\$ 3,250,000.00	\$ 1,250.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Building Permits Surcharge:			\$ 1,410.69

Mechanical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	0.00	0.00
\$1,000,001 to \$2,000,000	0	0.00	0.00
\$2,000,001 to \$3,000,000	0	0.00	0.00
\$3,000,001 to \$4,000,000	0	0.00	0.00
\$4,000,001 to \$5,000,000	0	0.00	0.00
\$5,000,001 or More	0	0.00	0.00
Mechanical Permits Surcharge:			0.00

Electrical Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Electrical Permits Surcharge:			\$ 0.00

Plumbing Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Plumbing Permits Surcharge:			\$ 0.00

Other Permits Based on Valuation

Construction Value Range	No. of Permits	Total Valuation	Total Surcharge
\$1,000,000 or Less	0	\$ 0.00	\$ 0.00
\$1,000,001 to \$2,000,000	0	\$ 0.00	\$ 0.00
\$2,000,001 to \$3,000,000	0	\$ 0.00	\$ 0.00
\$3,000,001 to \$4,000,000	0	\$ 0.00	\$ 0.00
\$4,000,001 to \$5,000,000	0	\$ 0.00	\$ 0.00
\$5,000,001 or More	0	\$ 0.00	\$ 0.00
Other Permits Surcharge:			\$ 0.00

Surcharge Report Summary

	Total Surcharges:	\$ 1,547.69
	Retention:	\$ 61.91
	Adjustments:	\$ 0.00
	Total Payment to the State:	\$ 1,485.78

Building Types

	Number of permits	Number of units	Valuation
New one and two family dwellings and each individual townhouse	0	0	\$ 0.00
New multi-family buildings	0	0	\$ 0.00
New commercial, industrial, and institutional buildings	0		\$ 0.00
TOTALS	0		\$ 0.00

2023

Quarterly Building Permit Surcharge Report

Municipality				
REPORTING UNIT/MUNICIPALITY City of Princeton		REPORTING MONTH March		YEAR 2023
ADDRESS 705 2nd Street North		COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
CITY/TOWNSHIP Princeton	ZIP CODE 55371-1550			
Total Surcharge Fees Collected – Minus Retention and Adjustments (if applicable)				
Total Surcharge Fees collected for reporting period				\$ 222.50
Retention				-\$ 25.00
Refund adjustments				-\$ 0.00
Total Surcharge Due:				\$ 197.50
Building Types, Number of Permits/Units, and Valuation				
Building Types		Number of Permits	Number of Units	Valuation
7	New single-family dwellings	0	0	\$ 0.00
8	New two-family dwellings	0	0	\$ 0.00
9	New townhouse buildings	0	0	\$ 0.00
10	New multi-family buildings	0	0	\$ 0.00
11	New commercial, industrial, and institutional buildings	0		\$ 0.00
12	Totals (New)	0		\$ 0.00

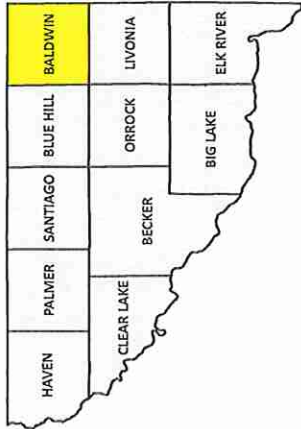
Quarterly Building Permit Surcharge Report

Municipality				
REPORTING UNIT/MUNICIPALITY City of Princeton		REPORTING MONTH September		YEAR 2023
ADDRESS 705 2nd Street North		COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
CITY/TOWNSHIP Princeton	ZIP CODE 55371-1550			
Total Surcharge Fees Collected – Minus Retention and Adjustments (if applicable)				
Total Surcharge Fees collected for reporting period			\$	\$ 2,195.00
Retention			-\$	\$ 87.80
Refund adjustments			-\$	\$ 0.00
Total Surcharge Due:			\$	\$ 2,107.20
Building Types, Number of Permits/Units, and Valuation				
Building Types		Number of Permits	Number of Units	Valuation
7	New single-family dwellings	0	0	\$ \$ 0.00
8	New two-family dwellings	2	2	\$ \$ 500,000.00
9	New townhouse buildings	0	0	\$ \$ 0.00
10	New multi-family buildings	0	0	\$ \$ 0.00
11	New commercial, industrial, and institutional buildings	3		\$ \$ 714,180.00
12	Totals (New)	5		\$ \$ 1,214,180.00

Quarterly Building Permit Surcharge Report

Municipality				
REPORTING UNIT/MUNICIPALITY City of Princeton		REPORTING MONTH December		YEAR 2023
ADDRESS 705 2nd Street North		COUNTY Mille Lacs	TELEPHONE (include area code) 763.389.2040	
CITY/TOWNSHIP Princeton	ZIP CODE 55371-1550			
Total Surcharge Fees Collected – Minus Retention and Adjustments (if applicable)				
Total Surcharge Fees collected for reporting period				\$ 822.50
Retention				-\$ 32.90
Refund adjustments				-\$ 0.00
Total Surcharge Due:				\$ 789.60
Building Types, Number of Permits/Units, and Valuation				
Building Types		Number of Permits	Number of Units	Valuation
7	New single-family dwellings	0	0	\$ 0.00
8	New two-family dwellings	0	0	\$ 0.00
9	New townhouse buildings	0	0	\$ 0.00
10	New multi-family buildings	0	0	\$ 0.00
11	New commercial, industrial, and institutional buildings	3		\$ 1,013,177.00
12	Totals (New)	3		\$ 1,013,177.00

Baldwin Township Zoning Map



Township Boundary

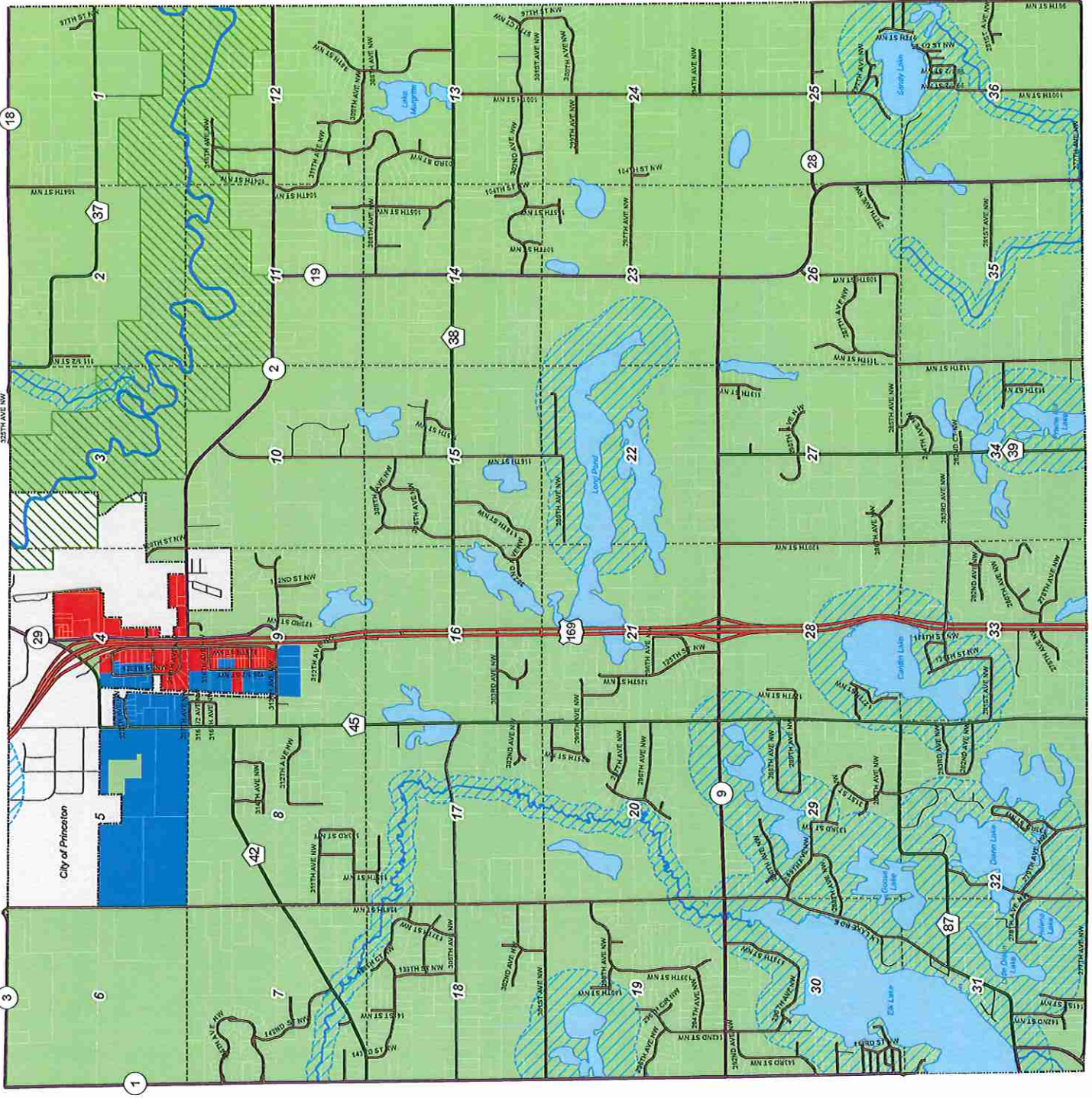
Zoning

- R1
- C1
- I1
- OS
- WS

City Limits

Roads

- US Highway
- County-State Aid Highway (CSAH)
- County Road
- Township Road
- Private Road
- City Street



DISCLAIMER: Baldwin Township does not warrant the accuracy, nor the correctness of the information contained in this map. It is your responsibility to verify the accuracy of this information. In no event will Sherburne County be liable for any damages, including loss of business, lost profits, business interruption, loss of business information or other pecuniary loss that might arise from the use of this map or the information it contains. Map information is believed to be accurate but accuracy is not guaranteed.