

AGENDA

MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, February 8, 1999
Council Chambers, Municipal Building
Meeting No. 99-03

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES

1. Minutes of Meeting 98-02 (January 25, 1999)

E. APPROVAL OF AGENDA

F. PRESENTATIONS

NONE

G. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. If a member of the City Council wishes to discuss an item, that item will be removed from the Consent Agenda and will be considered separately.

1. Approval of Claims
2. Harvester Avenue, Project 97-16, MnDOT Limited Use Permit
3. Plumbing Inspection Fees
4. Acceptance of Donation - Robert & Carolyn Odegard
5. Acceptance of Donation - Northeast Soccer Association (NESA)
6. Temporary Liquor License - Church of Presentation of the Blessed Virgin Mary
7. Transfers from Tax Increment Funds
8. Transfers to Close Debt Service Funds for Two Bond Issues
9. 1999 Labor Contracts and Agreements
10. Vehicle Replacement
11. City Manager Evaluation

H. PUBLIC HEARINGS

1. 7:00 P.M. Pleasantview Park Neighborhood Streets, Project 98-12 (4 votes)
2. 7:15 P.M. Nationwide Group Acorn Mini-Storage (West side of Highway 61)
 1. Conditional Use Permit

- 2. Design Approval
- 3. 7:30 P.M. Maplewood Auto Service (743 Century Avenue North)
 - 1. Conditional Use Permit
 - 2. Design Approval
- 4. 7:45 P.M. Just-for-Feet Curbing Variance (3090 Southlawn Drive)

I. AWARD OF BIDS

NONE

J. UNFINISHED BUSINESS

NONE

K. NEW BUSINESS

- 1. On-Sale Intoxicating Liquor License - Scott M. Formaro
- 2. Consider Location of Tot Lot at Four Seasons Park and Recommend Equipment Purchase from Game Time Manufacturing
- 3. Kevin Berglund Letter
- 4. Bob Zick Letter

L. VISITOR PRESENTATIONS

- 1. _____
- 2. _____

M. COUNCIL PRESENTATIONS

- 1. Committee Reports
- 2. _____
- 3. _____
- 4. _____

N. ADMINISTRATIVE PRESENTATIONS

- 1. Bruentrup Farm
- 2. _____
- 3. _____

O. ADJOURNMENT

NONE

G. CONSENT AGENDA:

Councilmember Kittridge moved to approve the Consent Agenda as recommended.

Seconded by Councilmember Carlson Ayes - all

1. Approval of Claims

Approved the following claims:

| | | | |
|--------------------------|---------------------|------------------------|------------------------------|
| <u>ACCOUNTS PAYABLE:</u> | \$ 259,276.02 | Checks #7754 - 7768 | Dated 01-04-99 thru 01-08-99 |
| | \$ 150,002.44 | Checks #41699 - #41857 | Dated 01-12-99 |
| | \$ 70,282.34 | Checks #7769 - #7777 | Dated 01-12-99 thru 01-15-99 |
| | <u>\$ 69,031.30</u> | Checks #41861 - #41961 | Dated 01-19-99 |
| | \$ 548,592.10 | Total Accounts Payable | |

| | | | |
|-----------------|----------------------|---|----------------|
| <u>PAYROLL:</u> | \$ 294,052.93 | Payroll Checks and Direct Deposits | Dated 01-08-99 |
| | <u>\$ 22,455.61</u> | Payroll Deduction Checks #70046 - 70059 | Dated 01-08-99 |
| | \$ 316,508.54 | Total Payroll | |
| | <u>\$ 865,100.64</u> | GRAND TOTAL | |

2. Fire Services Contract

Approved contract for City of Maplewood to enter into agreement with the City of Landfall for fire services for 1999.

3. Order Feasibility Study, Harvester Area Streets, Project 98-10

Approved the following resolution ordering the preparation of the feasibility study for the Harvester Area Neighborhood Streets, Project 98-10.

**RESOLUTION
98-01-04**

ORDERING PREPARATION OF FEASIBILITY STUDY FOR PROJECT 98-10

WHEREAS, it is proposed to replace the Harvester Avenue Neighborhood Streets, Ferndale Street, Midvale Street, Brand Avenue, Michael Lane, Edith Street, Evar Street and Glendon Street, and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota States, Chapter 429,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD> MINNESOTA:

That the proposed improvement be referred to the city engineer for study and that he is instructed to report to the Council with all convenient speed advising the Council in the preliminary was as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed in connection with some other improvement, and the estimated cost of the improvement as recommended.

FURTHERMORE, funds in the amount of \$8500 are appropriated to prepare this feasibility report.

4. Plumbing Inspection Fees

This item was pulled from the agenda.

5. Joint Powers Agreement between the City of Oakdale and City of Maplewood regarding the Operation of Skyview Pool and Tanners Beach

Recommended that the Joint Powers Agreement as amended be approved by the City Council and that the program will be evaluated in one year.

H. PUBLIC HEARINGS

1. 7:00 P.M. Ramsey County Family Services Center
 1. Comprehensive Plan Change (Park to Government)
 2. Conditional Use Permit
 3. Design Approval

- a. Mayor Rossbach convened the meeting for a public hearing.
- b. Manager McGuire introduced the staff report.
- c. Community Development Director Coleman presented the specifics of the report.
- d. Commissioner Loraine Fischer presented the Planning Commission report.
- e. Boardmember Anath Shankar presented the Community Design Review Board report.
- f. City Attorney Kelly explained the procedure for public hearings.
- g. Mayor Rossbach opened the public hearing, calling for proponents or opponents. The following persons (76) were heard:

Michael Griffin, 328 W. Kellogg Blvd. - St. Paul
Douglas Dickausen, 2049 Northwood Drive - N. St. Paul
Gary Unger, 1847 E. Idaho - St. Paul
Harland Hess, 2472 Flandrau - Maplewood
Lynn Carver, 2033 N. 7th Street - N. St. Paul
Jay Delveaux, 1936 Kingston Ave. - Maplewood
Father Larry Snyder, Catholic Charities, 1200 2nd Ave. - Minneapolis

Fred Vogele, 3817 Greshamwayn - Oakdale
 Bill Gamache, 5286 Heath Avenue N - Oakdale
 Paul Gilliland, 1409 McAfle St. - St. Paul
 Chuck Dier, 2015 English St. - Maplewood
 Pat Myckleby, 2220 Craig Place - Maplewood
 Sister Jana Roberts, 1750 Marion Street - Roseville
 Carol Knauss, 1745 Gulder Place - St. Paul
 Myrna Nelson, 334 Cherokee Ave. - St. Paul
 Dr. Joe Norquist, 2087 Greenbrier St. - Maplewood
 Cathy Boehm, 53 Sterling Street - Maplewood
 Arnold Stenholm, 1743 E Iowa Aave. - St. Paul
 Monica Nilsson, 1047 S. Howell St.
 Joseph A. Zappa, 2522 Flandrau - Maplewood
 Mary White, 2675 E. Larpenteur - St. Paul
 Connie Elirt, 1801 Maryknoll - Maplewood
 Josephine Kusz, 1601 E. Hoyt Ave. - St. Paul
 Jean Strub, 1947 Flandrau - Maplewood
 Robert G. Walz, St. Paul Area Council of Churches, 1671 Summit Ave.
 Karen Eastman, 2246 Skillman Avenue - N. St. Paul
 Kevin Berglund, 1929 Kingston Ave. - Maplewood
 Erv Barrett, 1607 Christie Place - St. Paul
 Anne Weyandt, 1415 Hilo Ave.N. - Oakdale
 Michelle Urbanski, 1442 E. Lark - Maplewood
 Dino Guerin - Ramsey County Commissioner
 Shirley Klitzke, 1812 Sterling St. - Maplewood
 Virginia Pederson, 1875 Flandrau - Maplewood
 Ann Woods, 1961 Sherwood - St. Paul
 Candy Petersen, 2618 Belmont Lane - N. St.Paul
 David Austad, 1900 Furness St. - Maplewood
 Mary Weyardt, 1415 Hilo Ave. N - Oakdale
 George H. Johnson, 1946 Larpenteur
 Ron Peterson, Gustavus - St. Paul
 Jeff Worman, 14960 Xylite Street NE - Ham Lake
 Vi Lincowski, 460 Highpoint Curve - Maplewood
 Mary Claire Ryan, 593 Sterling St. - Maplewood
 Valerie Neisius, White Bear Business Association
 Steve Genheimer, 3718 Gershwin Lane - Oakdale
 Rev. James Erlandson, 1901 Walter St. - Maplewood
 JoAnne Parenteax, 1733 Barclay - Maplewood
 Maria Duwenboegger, 358 Highpoint Curve - Maplewood
 Bob Bruton, 2856 Lake Blvd - N. St. Paul
 Peter Fischer, 2443 Standridge Avenue - Maplewood
 Robert D. Brough, 538 Peter Street #206 - St. Paul
 Linda McDonough-Rees - 1715 E. Larpenteur Avenue - Maplewood
 Mary A. Casselton, 1871 N. McKnight - Maplewood
 Dave Hulke, 1831 White Bear Ave. - Maplewood
 Rita Ander, 2050 Holloway - Maplewood
 Connie Pelter, 1835 Manton, Maplewood
 Barbara Skoglund, 1969 Price Avenue, Maplewood
 Tim Butler, 1967 Payne Ave. - Maplewood
 Pete Boulay, 1100 E. Co. Rd. C - Maplewood
 Lowell Colliander, 1839 Barclay Street, Maplewood
 Bob Zick, 1880 E. Shore Dr. - Maplewood
 Dick Zangs, 2071 E. California - St. Paul

Greg Copeland, 612 E. Cook Ave. - St. Paul
Jeff Williams, 1890 Barclay St. - Maplewood
Lori LaBy, 1758 Waik Ave. - Maplewood
Father, Michael Reding, 1735 Kennard St. - Maplewood
Carrie Wasby, 762 Geranium - St. Paul
J. Tacheny, Edina Realty, 2303 Minnehaha - Maplewood
Ruth Santella, 1579 Cottage
Regina LaRocke Thiene - Maplewood HRC
Irene Ripley, 2276 Holloway Ave. - Maplewood
Sue Butler, 1967 Payne Ave. - Maplewood
Mark D. Bradley Sr., 2164 Woodlynn Avenue - Maplewood
Beth Blick, 401 Ashland Aven #9, St. Paul
Mary Schoenborn, 2649 Midvale Place - Maplewood
Sandra Nelson, 1510 Eastshore Dr., St. Paul
Howard Muraski, 55 McClelland St. - Maplewood

g. Mayor Rossbach closed the public hearing at 12:00 p.m..

Councilmember Carlson (12:05 a.m.) moved to extend the meeting until the agenda was completed.

Seconded by Councilmember Kittridge

Ayes - all

Councilmember Kittridge moved/introduced the following Resolution amending the Comprehensive Plan for the Ramsey County Family Service Center, Ramsey Nursing Home and County barn with staff recommendations and moved its adoption:

**RESOLUTION
99-01-05**

LAND USE PLAN CHANGE RESOLUTION

WHEREAS, Ramsey County applied for a change to the city's land use plan from P (parks) to G (government facility).

WHEREAS, the city staff proposed a change to the city's land use plan from P (parks) to G (government facility) for the Ramsey Nursing Home site and the county barn site to bring the land use plan into conformance with these uses.

WHEREAS, this change applies to the Ramsey Nursing Home (2000 White Bear Avenue), the proposed Family Service Center northeast of the nursing home and the county barn (2020 White Bear Avenue). The legal description is:

SUBJ TO AVE THE W 620 FT OF N 438 FT OF SW 1/4 AND W 620 FT OF S 235 8/10 FT OF NW 1/4 ALSO N 52 FT OF S 287 8/10 FT OF W 160 05/100 SD NW 1/4 ALL IN SEC 14 TN 29 RN 22

AND

SUBJ TO AVES AND ESMTS AND EX W 620 FT OF N 438 FT THE W 810 FT OF N ½ OF SW 1/4 OF SEC

1-25-99

14 TN 29 RN 22

WHEREAS, the history of this change is as follows:

1. On December 21, 1998, the planning commission held a public hearing. The city staff published a hearing notice in the Maplewood Review and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission recommended that the city council approve the land use plan change.
2. On January 25, 1999, the city council discussed the land use plan change. They considered reports and recommendations from the planning commission and city staff.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described change because:

1. This change for the proposed Family Service Center would be consistent with the comprehensive plan's goals and policies by providing housing and services to meet the needs of nontraditional households.
2. This change would correct the land use plan map by incorporating the Ramsey Nursing Home site and the county barn site into the G classification rather than the current P classification.

Seconded by Councilmember Carlson

Ayes - Councilmembers Carlson, Kittridge, & Allenspach
 Nays - Mayor Rossbach & Councilmember Koppen

MOTION FAILED

Councilmember Kittridge moved/introduced the following Resolution approving a Conditional Use Permit for the Ramsey County Family Service Center and amend 3C-sidewalk. Mayor Rossbach moved to amend the 10 items he added to the Conditional Use Permit. Councilmember Kittridge accepted the 10 added conditions submitted by Mayor Rossbach as listed below and the amendment made by Carlson on 3C-sidewalk and moved its adoption:

**RESOLUTION
 99-01-06
 CONDITIONAL USE PERMIT RESOLUTION**

WHEREAS, Ramsey County applied for a conditional use permit for a family service center.

WHEREAS, this permit applies to the site northeast of the Ramsey Nursing Home at 2000 White Bear Avenue. The legal description is:

SUBJ TO AVE THE W 620 FT OF N 438 FT OF SW 1/4 AND W 620 FT OF S 235 8/10 FT OF NW 1/4 ALSO N 52 FT OF S 287 8/10 FT OF W 160 05/100 SD NW 1/4 ALL IN SEC 14 TN 29 RN 22

AND

1-25-99

SUBJ TO AVES AND ESMTS AND EX W 620 FT OF N 438 FT THE W 810 FT OF N ½ OF SW 1/4 OF SEC 14 TN 29 RN 22

WHEREAS, the history of this conditional use permit is as follows:

1. On December 21, 1998, the planning commission recommended that the city council approve this permit.
2. On January 25, 1999, the city council held a public hearing. City staff published a notice in the paper and sent notices to the surrounding property owners. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations from the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described conditional use permit, because:

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the city's comprehensive plan and code of ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water runoff, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.
10. The proposed Family Service Center is considered a governmental use and is consistent with the other Ramsey County facilities and operations such as the adjacent Nursing Home.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.

1-25-99

2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. The county shall add more parking to the site if the city council deems it necessary.
5. Before issuance of a building permit, the County shall provide concrete evidence of a negotiated agreement with the local school government regarding all logistical and financial ramifications incurred by this establishment.
6. There shall be no increase in size or capacity of the structure
7. The County shall assume financial responsibility for all services provided to the residents of the Shelter that would normally be charged to the citizens (Example: Ambulance and paramedic runs)
8. All elements of the listed Emergency Housing Program Parameters shall remain in force unless a change is agreed to by the City Council at a subsequent CUP review.
9. The County shall arrange with the contractor to assure no loss of space or utilities, normally available to the 1999 Ramsey County Fair, shall occur.
10. All heretofore and subsequent agreements regarding restitution and expansion of the area for County Fair purposed shall be completed before a certificate of occupancy is issued. The new access to the lower level as agreed upon by the fair board and the county shall be completed before the 1999 fair. Other improvements shall include but not be limited to legitimate handicapped access to the barn upper level, and all other improvements discussed in the fair board negotiations.
11. Parking spaces on the North side of the designated East - West Van Dyke Ave. Shall be redesigned in accordance with the concerns of the Fair Board in the use of this area. The new layout shall meet the approval of the fair Board and the City. Each year at a prearranged time before and during fair week, all these new parking areas shall be evacuated from the use of the fair board at their discretion, if the use of these is an advantage to them.
12. All disturbed electrical and other utilities, which affect the fair operation, shall be completely restored and ready for the 1999 fair.
13. If at any time, the City Council determines there is a need, the County will contract for, or provide from their own staff, security patrols in the complex bounded by the Willard Munger Trail, White Bear Avenue, Ripley Street, and the Goodrich Golf course. Times and extent of the patrol will be established at that point in time.
14. This Conditional Use Permit will be reviewed annually, and if in the opinion of the City Council, any evidence of negative repercussion to the area, or valid reason that the facility causes undue hardship to the resident has occurred, the city may revoke the Conditional Use Permit with no financial obligations to the city, and the normal amortization process would not apply. The County would then have one hundred and twenty (120) days to cease operations as a homeless shelter and devote the structure to an acceptable planned backup use such as elderly care.

1-25-99

15. All portions of the Conditional Use Permit and land use plan shall be agreed to by the county and a letter agreeing to all elements of the same shall be submitted to the city before issuance of a building permit.
16. Ramsey County shall be responsible for the maintenance and plowing on the sidewalk along White Bear Avenue from the County facilities to the Gateway Trail.

Seconded by Councilmember Carlson

Ayes - Councilmember Kittridge & Carlson, Mayor
Rossbach
Nays - Councilmembers Koppen & Allenspach

Councilmember Kittridge moved to approved the plans (stamped November 13, 1998) for the proposed Ramsey County Family Service Center, based on findings required by the code. The property owner, Ramsey County, shall do the following:

1. Repeat this review in two years if the city has not issued a building permit for this project.
2. Before getting a building permit, the applicant shall provide the following for staff approval:
 - a. A grading, drainage, utility and erosion control plan.
 - b. A sidewalk/trail plan for the extension and connection to the Gateway Trail.
 - c. A revised site plan showing the handicap parking next to the front sidewalk.
3. Complete the following before occupying the building:
 - a. Construct a trash dumpster enclosure for any outside trash containers. The enclosures must be 100 percent opaque, match the color of the building and have a closeable gate that extends to the ground. If the trash container is not visible to the public it does not have to be screened.
 - b. Install all required landscaping. An in-ground lawn irrigation system is not required since there are county maintenance personnel on site to water landscaped areas.
 - c. Construct, maintain & plow the sidewalk/trail extension and connection along White Bear Avenue.
 - d. Screen any roof-top mechanical equipment that would be visible from the Ramsey Nursing Home. Any other roof-top units that are visible from any other direction must be painted to match the building.
 - e. The screening mentioned in 3.a. and d. shall be subject to staff approval.
4. If any required work is not done, the city may allow temporary occupancy if:
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives a cash escrow or an irrevocable letter of credit for the

required work. The amount shall be 200% of the cost of the unfinished work.

c. The city receives an agreement that will allow the city to complete any unfinished work.

5. All work shall follow the approved plans. The director of community development may approve minor changes.

Seconded by Councilmember Carlson

Ayes -Councilmembers Allenspach, Kittridge,
Carlson & Mayor Rossbach
Nays -Councilmember Koppen

I. AWARD OF BIDS

NONE

J. UNFINISHED BUSINESS

NONE

K. NEW BUSINESS

NONE

L. VISITOR PRESENTATIONS

NONE

M. COUNCIL PRESENTATIONS

NONE

N. ADMINISTRATIVE PRESENTATIONS

NONE

O. ADJOURNMENT

Councilmember Carlson motioned to adjourn the meeting at 12:42 p.m.

Seconded by Councilmember Allenspach

Ayes - all

Karen Guilfoile, City Clerk

1-25-99

AGENDA REPORT

TO: City Council
FROM: Finance Director *Adams*
RE: APPROVAL OF CLAIMS
DATE: February 1, 1999

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

Attached is a listing of paid bills for informational purposes. The City Manager has reviewed the bills and authorized payment in accordance with City Council approved policies.

ACCOUNTS
PAYABLE

| | |
|--------------|---|
| \$12,532.43 | Checks #7778 thru #7780 dated 1-21 thru 1-22-99 |
| \$66,692.64 | Checks #41965 thru #42035 dated 1-26-99 |
| \$164,688.93 | Checks #7781 thru #7797 dated 1-25 thru 1-29-99 |
| \$84,480.30 | Checks #42039 thru #42141 dated 2-2-99 |
| <hr/> | |
| \$328,394.30 | Total Accounts Payable |

PAYROLL:

| | |
|---------------------|--|
| \$414,940.48 | Payroll Checks and Direct Deposits dated 1-22-99 |
| \$20,637.64 | Payroll Deduction check #70392 thru #70401 dated 1-22-99 |
| <hr/> | |
| \$435,578.12 | Total Payroll |
| <hr/> | |
| <u>\$763,972.42</u> | GRAND TOTAL |

Attached is a detailed listing of these claims. Please call me at 770-4513 if you have any questions on the attached listing. This will allow me to check the supporting documentation on file if necessary.

hu
 Attachments

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|--|---|-----------------|
| 7778 | 01/21/99 | 210270 | DONALD SALVERDA & ASSOCIATES | REGISTRATION FEE-M ERICSON | 722.43 | 722.43 |
| 7779 | 01/21/99 | 900175 | U.S. POSTAL SERVICE | POSTAGE, PERMIT #4903 | 10,000.00 | 10,000.00 |
| 7780 | 01/22/99 | 190400 | DEPT. OF NATURAL RESOURCES | DNR LICENSE FEES PAYABLE | 1,810.00 | 1,810.00 |
| 41965 | 01/26/99 | 010320 | A.M.E.M. | SUBSCRIPTIONS & MEMBERSHIPS | 60.00 | 60.00 |
| 41966 | 01/26/99 | 020411 | AIRTOUCH CELLULAR, BELLEVUE | TELEPHONE | 21.03 | 21.03 |
| 41967 | 01/26/99 | 030420 | ANDERSON, EVERETT A | MILEAGE REIMB. INSP. 325 MI. | 91.00 | 91.00 |
| 41968 | 01/26/99 | 030660 | ANIMAL CONTROL SERVICES, INC. | ANIMAL CONTROL 1/1/99-1/15/99 | 1,115.58 | 1,115.58 |
| 41969 | 01/26/99 | 041500 | ASPEN MILLS | UNIFORMS & CLOTHING | 267.00 | 267.00 |
| 41970 | 01/26/99 | 061906 | BAUER BUILT | SUPPLIES - VEHICLE BATTERY | 109.38 90.40 | 199.78 |
| 41971 | 01/26/99 | 070200 | BECKER ARENA PRODUCTS, INC. | BLUE PAINT | 68.96 | 68.96 |
| 41972 | 01/26/99 | 071350 | BETTENDORF ROHRER KNOCHE WALL | 89-21 | 1,400.00 | 1,400.00 |
| 41973 | 01/26/99 | 080925 | BOARD OF WATER COMMISSIONERS | 2100 1830 1902 63 1685 1845 1530 | 790.87 42.07 16.83 5.05 15.14 18.96 5.05 | 893.97 |
| 41974 | 01/26/99 | 120525 | CENTURY COLLEGE | TESTING FEE EMT SHORTREEDS TRAINING | 50.00 996.00 | 1,046.00 |
| 41975 | 01/26/99 | 150900 | COMMISSIONER OF TRANSPORTATION | 98-05 | 3,348.00 | 3,348.00 |
| 41976 | 01/26/99 | 151390 | COMPUTER SHOPPER | SUBSCRIPTIONS & MEMBERSHIPS | 55.97 | 55.97 |
| 41977 | 01/26/99 | 151880 | CONTINENTAL DATA INC. | ADD'L PROG. - PARKS & TRAIL SURVEY | 778.89 | 778.89 |
| 41978 | 01/26/99 | 200530 | DICTAPHONE CORPORATION | 1999 MAINT. CONTRACT | 1,449.75 | 1,449.75 |
| 41979 | 01/26/99 | 230900 | DANKA OFFICE IMAGING CO. | NOV. 98 COPIER USAGE BILL NOV. 98 COPIER USAGE BILL | 25.70 25.70 .85 33.21 69.19 61.49 14.66 28.28 68.76 | |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|-------------------------------|---|--|-----------------|
| | | | | NOV. 98 COPIER USAGE BILL | 56.95 | 384.79 |
| 41980 | 01/26/99 | 260290 | FARMER BROS. CO. | MDSE. FOR RESALE | 228.70 | 228.70 |
| 41981 | 01/26/99 | 260400 | FAUST, DANIEL | INTERNET TRAINING | 129.00 | 129.00 |
| 41982 | 01/26/99 | 260648 | 1ST LINE BEVERAGE | MDSE. FOR RESALE | 95.00 | 95.00 |
| 41983 | 01/26/99 | 300500 | G & K SERVICES | UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING UNIFORMS & CLOTHING UNIFORMS & CLOTHING | 28.00 41.62 63.01 76.88 38.71 25.07 | 273.29 |
| 41984 | 01/26/99 | 320501 | GROUP HEALTH PLAN, INC. | ACIS RECERT. | 300.00 | 300.00 |
| 41985 | 01/26/99 | 320520 | GRUBER'S POWER EQUIPMENT | MAINTENANCE MATERIALS | 78.49 | 78.49 |
| 41986 | 01/26/99 | 340110 | HEJNY RENTALS, INC | HELIUM - DARE | 76.68 | 76.68 |
| 41987 | 01/26/99 | 380812 | ICVERIFY, INC. | SERVICE CONTRACT | 149.00 | 149.00 |
| 41988 | 01/26/99 | 390104 | INDEPENDENT SCHOOL DIST. #622 | DEFENSIVE DRIVING | 16.50 | 16.50 |
| 41989 | 01/26/99 | 410370 | KATH COMPANIES | WATER PUMP, PLUG HEATER | 68.69 | 68.69 |
| 41990 | 01/26/99 | 430300 | KNOWLAN'S SUPER MARKETS, INC. | HOT COCOA, NUTS GROCERIES | 8.37 27.33 | 35.70 |
| 41991 | 01/26/99 | 430980 | KREINES & KREINES, INC. | SUBSCRIPTIONS & MEMBERSHIPS | 10.00 | 10.00 |
| 41992 | 01/26/99 | 440900 | KVAM, DAVID | UNIFORMS & CLOTHING | 84.00 | 84.00 |
| 41993 | 01/26/99 | 450120 | L.M.C.I.T. | INSURANCE | 4,388.66 | 4,388.66 |
| 41994 | 01/26/99 | 450490 | LANDSCAPE MGMT HANDBK LSM8830 | LANDSCAPE MGMT. HANDBOOK | 32.57 | 32.57 |
| 41995 | 01/26/99 | 460000 | LE, L. SHERRIE | BREAKFAST ROLLS FOR AFSCME | 11.96 | 11.96 |
| 41996 | 01/26/99 | 460545 | LEAGUE OF MINNESOTA | SUBSCRIPTIONS & MEMBERSHIPS | 170.06 | 170.06 |
| 41997 | 01/26/99 | 470725 | LINDBLOM, RANDAL | MN DOT TRAINING - LUNCH | 7.67 | 7.67 |
| 41998 | 01/26/99 | 500650 | M.P.S.A. | SUBSCRIPTIONS & MEMBERSHIPS | 25.00 | 25.00 |
| 41999 | 01/26/99 | 500800 | M.T.I. DISTRIBUTING CO. | SKID SHOE, SCRAPER BLADE | 636.03 | 636.03 |
| 42000 | 01/26/99 | 510100 | MAPLE LEAF OFFICIALS ASSN. | VOLLEYBALL GAME OFFICIALS | 54.00 | 54.00 |
| 42001 | 01/26/99 | 510500 | MAPLEWOOD BAKERY | COOKIES | 693.67 | 693.67 |

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|----------------------------------|--|---|-----------------|
| 42002 | 01/26/99 | 540175 | MIDWEST COCA-COLA BOTTLING CO. | MDSE. FOR RESALE MDSE. FOR RESALE | 117.60 468.10 | 585.70 |
| 42003 | 01/26/99 | 542440 | MINNESOTA SAFETY COUNCIL | BIKE SAFETY MANUAL | 35.40 | 35.40 |
| 42004 | 01/26/99 | 550220 | MN CHIEFS OF POLICE ASSOC. | SUBSCRIPTIONS & MEMBERSHIPS | 210.00 | 210.00 |
| 42005 | 01/26/99 | 620600 | MUSKA LIGHTING CENTER | LAMPS | 36.77 | 36.77 |
| 42006 | 01/26/99 | 630910 | NATIONWIDE ADVERTISING SERVICE | EMPLOYMENT ADS | 951.60 | 951.60 |
| 42007 | 01/26/99 | 660500 | NO. ST. PAUL--MAPLEWOOD--OAKDALE | SUBSCRIPTIONS & MEMBERSHIPS | 140.00 | 140.00 |
| 42008 | 01/26/99 | 661175 | NORTHERN AIR CORP | UNIT HEATER REPAIR/POLICE GARA | 384.68 | 384.68 |
| 42009 | 01/26/99 | 661181 | NORTHERN AIRGAS | OXYGEN FITTINGS | 422.55 | 422.55 |
| 42010 | 01/26/99 | 661755 | NORTHERN STATES POWER | 1652 1830 2345 1830 | 72.07 1,523.81 13.77 8,062.45 | 9,672.10 |
| 42011 | 01/26/99 | 690340 | OLSON, ARNOLD G | MILEAGE REIMB. BLDG. INSP. MILEAGE REIMBURSEMENT 77 MI. | 24.36 21.56 | 45.92 |
| 42012 | 01/26/99 | 710200 | PEARSON, STACY/ALPINE AIR PURI | ALPINE AIR PURIFIER | 275.18 | 275.18 |
| 42013 | 01/26/99 | 711500 | PHYSIO-CONTROL CORPORATION | LIFE-PAK CABLES | 86.36 | 86.36 |
| 42014 | 01/26/99 | 740280 | R.B. WHITACRE & CO., INC. | SIGHT GLASS & GUARDS | 19.78 | 19.78 |
| 42015 | 01/26/99 | 750550 | REINHART INSTITUTIONAL FOODS | MDSE. FOR RESALE | 285.54 | 285.54 |
| 42016 | 01/26/99 | 780300 | S&T OFFICE PRODUCTS INC. | SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE PRESENTATION BOARD, GEL SUPPLIES - EQUIPMENT SUPPLIES - EQUIPMENT CREDIT | 62.88 20.26 19.07 24.72 20.02 22.06 19.11 281.18 180.44 32.21 2.72- | 679.23 |
| 42017 | 01/26/99 | 780600 | SAM'S CLUB DIRECT | MDSE. FOR RESALE SAMS CLUB | 104.27- 207.77 | 103.50 |
| 42018 | 01/26/99 | 820300 | PROFESSIONAL MASSAGE CENTER | MASSAGES | 1,313.00 | 1,313.00 |
| 42019 | 01/26/99 | 820540 | SMITH & WESSON | IDENTI-KIT YEARLY RENTAL | 408.00 | 408.00 |

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|---|---|-----------------|
| 42020 | 01/26/99 | 831400 | SPARTAN PROMOTIONAL GROUP INC. | UNIFORMS & CLOTHING | 365.06 | 365.06 |
| 42021 | 01/26/99 | 840405 | ST. PAUL, CITY OF | RADIO SERV. & MAINT. FOR DEC98 RADIO SERV. & MAINT. FOR DEC98 96-72 WATER METER USAGE 98 WATER METER USAGE 98 96-12 96-19 | 717.01 36.15 893.91 1,125.84 1,201.43 480.82 1,896.75 | 6,351.91 |
| 42022 | 01/26/99 | 843575 | STREICHER'S | CHEMICAL SPRAY LEATHER GOODS | 217.32 122.42 | 339.74 |
| 42023 | 01/26/99 | 850395 | SUNRAY B-T-B | PLUG HEATERS PLUG HEATER TRANNY FILTER TRANNY FILTER FILTER | 40.60 26.70 32.22 10.76 49.73 | 160.01 |
| 42024 | 01/26/99 | 850400 | SUNRAY TRUE VALUE | PAIR GLOVES, ROPE | 9.62 | 9.62 |
| 42025 | 01/26/99 | 850674 | SUPERIOR SERVICES | DEC 98 RECYCLING | 18,680.11 | 18,680.11 |
| 42026 | 01/26/99 | 860410 | TSE, INC. | JANITORIAL SERV. 12/3-12/30/98 | 573.48 | 573.48 |
| 42027 | 01/26/99 | 880501 | TREADWAY GRAPHICS | T SHIRTS | 450.50 | 450.50 |
| 42028 | 01/26/99 | 880550 | TRI-COUNTY LAW ENFORCEMENT | YEARLY MEMBERSHIP DUES | 50.00 | 50.00 |
| 42029 | 01/26/99 | 880800 | TRUCK UTILITIES MFG. | HOSE, HOSE END, SWIVEL MAINTENANCE MATERIALS | 45.45 25.56 | 71.01 |
| 42030 | 01/26/99 | 881275 | TWIN CITIES SERVICE CENTER | RADIO EQUIP. SERVICE AGREEMENT | 1,626.00 | 1,626.00 |
| 42031 | 01/26/99 | 901300 | UPPER MIDWEST SALES CO. | HAND SOAP | 121.95 | 121.95 |
| 42032 | 01/26/99 | 931300 | WALSH, WILLIAM P. | COMM. PLBG. INSP. COMM. PLBG. INSP. COMM. PLBG. INSP. | 244.00 305.00 305.00- | 244.00 |
| 42033 | 01/26/99 | 940500 | WEIDER-TROSETH INC. | EXTINGUISHER CHECKS | 2.75 | 2.75 |
| 42034 | 01/26/99 | 941480 | WHISLER, MICHAEL | EMT BOOKS | 71.30 | 71.30 |
| 42035 | 01/26/99 | 970700 | YOCUM OIL CO. | DIESEL FUEL | 3,174.50 | 3,174.50 |
| | | | | TOTAL CHECKS | | 79,225.07 |

4

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 14

| CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|--------------|------------|---------------|----------------------------|---------------------------|-------------|--------------|
| 7792 | 01/27/99 | 541440 | MINN. STATE TREASURER STAX | DECEMBER SURTAX | 2,951.32 | 2,951.32 |
| 7793 | 01/28/99 | 550150 | MN BENEFIT ASSOCIATION | A/R INSURANCE CONTINUANCE | 17.78 | 17.78 |
| 7794 | 01/29/99 | 190400 | DEPT. OF NATURAL RESOURCES | DNR LICENSE FEES PAYABLE | 1,143.00 | 1,143.00 |
| 7795 | 01/29/99 | 151340 | COMPTON, DENNIS | FIRE OFFICER TRAINING | 2,106.00 | 2,106.00 |
| 7796 | 01/29/99 | 110460 | CAREFREE COTTAGES OF MPLWD | TIF - PHASE I | 25,671.19 | |
| | | | | TIF - PHASE II | 20,823.28 | |
| | | | | TIF - PHASE III | 60,125.21 | 106,619.68 |
| 7797 | 01/29/99 | 630018 | NCPERS GROUP LIFE INS | LIFE INSURANCE PAYABLE | 255.00 | |
| | | | | A/R INSURANCE CONTINUANCE | 6.00 | 261.00 |
| TOTAL CHECKS | | | | | | 164,688.93 |

6

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|------------------------------|--------------------------------|----------------|-----------------|
| 42039 | 02/02/99 | | HEALTH PARTNERS | REFUND-AMB 98018696/98019929 | 926.64 | 926.64 |
| 42040 | 02/02/99 | | BRUCE ANDERSON | REFUND TICKETS | 29.82 | 29.82 |
| 42041 | 02/02/99 | | SHELIA HOJIM | REFUND--TICKETS | 14.91 | 14.91 |
| 42042 | 02/02/99 | | SHIRLEY KERN | DAMAGE DEP., ON ROOM RENTAL | 250.00 | 250.00 |
| 42043 | 02/02/99 | | TOM HART | REFUND BASKETBALL | 55.00 | 55.00 |
| 42044 | 02/02/99 | | CINDY YOUKOVICH | REFUND BASKETBALL | 50.00 | 50.00 |
| 42045 | 02/02/99 | | MARK EMME | PARTIAL REFUND-NO VB REF 1 GME | 18.00 | 18.00 |
| 42046 | 02/02/99 | | ROSELLA EDQUIST | REFUND PATIENT-PD F20320 | 299.10 | 299.10 |
| 42047 | 02/02/99 | | ANN HUTZ | REFUND PATIENT PD F20736 | 71.66 | 71.66 |
| 42048 | 02/02/99 | 010300 | AJ FORLITI PHOTOGRAPHY | PORTRAITS | 12.31 | 12.31 |
| 42049 | 02/02/99 | 010467 | AT & T | TELEPHONE | 125.81 | |
| | | | | TELEPHONE | 23.92 | |
| | | | | TELEPHONE | 87.92 | |
| | | | | TELEPHONE | 21.98 | |
| | | | | TELEPHONE | 54.04 | |
| | | | | TELEPHONE | 190.18 | |
| | | | | TELEPHONE | 11.34 | 515.26 |
| 42050 | 02/02/99 | 010575 | ACE HARDWARE | BRASS FITTINGS | 19.53 | |
| | | | | BRASS FITTINGS, POLY TUBING | 7.19 | 26.72 |
| 42051 | 02/02/99 | 020405 | AIRGAS NORTH CENTRAL | MEDICAL OXYGEN | 58.49 | 58.49 |
| 42052 | 02/02/99 | 020411 | AIRTOUCH CELLULAR, BELLEVUE | CELL PHONE | 33.67 | |
| | | | | CELL PHONE | 16.78 | 50.45 |
| 42053 | 02/02/99 | 020825 | ALEXANDRIA FIRE DEPARTMENT | TRAVEL & TRAINING | 405.00 | 405.00 |
| 42054 | 02/02/99 | 020870 | ALLIED MEDICAL ACCTS CONTROL | COMMISSIONS--COLLECTION AGENCY | 317.42 | 317.42 |
| 42055 | 02/02/99 | 030310 | ANCOM COMMUNICATIONS, INC. | RADIO REPAIR | 60.00 | 60.00 |
| 42056 | 02/02/99 | 050550 | AUBIN, DENNY | FOOD FOR STATION MEETING | 32.81 | 32.81 |
| 42057 | 02/02/99 | 061906 | BAUER BUILT | SUPPLIES - VEHICLE | 556.95 | |
| | | | | REPAIR & MAINT/VEHICLE | 65.57 | 622.52 |
| 42058 | 02/02/99 | 080925 | BOARD OF WATER COMMISSIONERS | 1177 | 16.83 | |
| | | | | 2501 | 8.41 | 25.24 |
| 42059 | 02/02/99 | 081230 | BOYER TRUCK PARTS | SWITCH, | 49.42 | |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|----------------------------------|--------------------------------|----------------|-----------------|
| | | | | CLUTCH_ASSY. | 200.02 | 249.44 |
| 42060 | 02/02/99 | 110160 | CWH RESEARCH, INC. | 98 POLICE OFFICER TESTING | 885.00 | 885.00 |
| 42061 | 02/02/99 | 110490 | CARROT-TOP INDUSTRIES, INC. | FLAG | 173.00 | 173.00 |
| 42062 | 02/02/99 | 151200 | COMMONWEALTH ELECT. OF MN., INC. | RELAMP HOCKEY RINK LIGHTS | 1,071.99 | 1,071.99 |
| 42063 | 02/02/99 | 151350 | COMPUCARD INC. | BLACK RIBBONS, CLEANING CARDS | 135.72 | 135.72 |
| 42064 | 02/02/99 | 161135 | CRAWFORD DOOR SALES OF THE TWI | REPAIR DOOR AT STATION 4 | 115.95 | 115.95 |
| 42065 | 02/02/99 | 170200 | CUB FOODS-MAPLEWOOD EAST | HOT DOG BUNS | 9.20 | 9.20 |
| 42066 | 02/02/99 | 180230 | DLT SOLUTIONS, INC. | AUTOCAD UPGRADE | 395.00 | 395.00 |
| 42067 | 02/02/99 | 181852 | DAVIS LOCK & SAFE | KEYS | 10.46 | 10.46 |
| 42068 | 02/02/99 | 210175 | DOHERTY, KATHY | MILEAGE REIMBURSEMENT 13 MI. | 3.64 | 3.64 |
| 42069 | 02/02/99 | 231500 | EDDY BROTHERS COMPANY, LLC | HELMET PARTS | 416.90 | 416.90 |
| 42070 | 02/02/99 | 231525 | EDEN SYSTEMS, INC. | YEAR 2000 MODS/SOFTWARE | 1,562.50 | 1,562.50 |
| 42071 | 02/02/99 | 240375 | EMERGENCY APPARATUS MAINT. | REPAIR TO R-3 | 330.70 | 330.70 |
| 42072 | 02/02/99 | 260648 | 1ST LINE BEVERAGE | MDSE. FOR RESALE | 142.50 | 142.50 |
| 42073 | 02/02/99 | 300500 | G & K SERVICES | UNIFORMS & CLOTHING | 5.19 | |
| | | | | SUPPLIES - JANITORIAL | 11.20 | |
| | | | | UNIFORMS & CLOTHING | 28.00 | |
| | | | | SUPPLIES - JANITORIAL | 43.59 | |
| | | | | UNIFORMS & CLOTHING | 5.19 | |
| | | | | FEES FOR SERVICE | 49.60 | |
| | | | | SUPPLIES - JANITORIAL | 14.91 | |
| | | | | UNIFORMS & CLOTHING | 76.88 | |
| | | | | UNIFORMS & CLOTHING | 38.71 | |
| | | | | UNIFORMS & CLOTHING | 25.07 | 298.34 |
| 42074 | 02/02/99 | 300550 | GE CAPITAL | KODAK COPIER LEASE PMT - JAN99 | 35.29 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 35.29 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 1.26 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 45.59 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 94.99 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 84.23 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 20.13 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 38.83 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 94.42 | |
| | | | | KODAK COPIER LEASE PMT - JAN99 | 78.29 | 528.32 |
| 42075 | 02/02/99 | 301070 | GALL'S, INC. | SUPPLIES - EQUIPMENT | 381.84 | 381.84 |

8

| CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------|---------------|------------------|--------------------------------|--|--|-----------------|
| 12076 | 02/02/99 | 301355 | GENERAL MUSIC INC. | MICS-BANQUET ROOM | 146.59 | 146.59 |
| 12077 | 02/02/99 | 301680 | GEORGE MAURER GROUP | CONCERT FMT. | 2,500.00 | 2,500.00 |
| 12078 | 02/02/99 | 320240 | GRACE, DUANE | COMMERCIAL BLDG INSPECTIONS COMMERCIAL BLDG INSPECTIONS | 15,969.50 336.40 | 16,305.90 |
| 12079 | 02/02/99 | 320265 | GRAFIX SHOPPE | SAFE & SOBER SUPPLIES | 288.24 | 288.24 |
| 12080 | 02/02/99 | 320640 | GYPGUM ASSOCIATION | BOOKS | 13.45 | 13.45 |
| 12081 | 02/02/99 | 370100 | HUTCHINSON, ANN | PROGRAM SUPPLIES SUPPLIES - EQUIPMENT POSTAGE VEHICLE ALLOWANCE | 73.33 22.34 35.49 38.30 | 169.46 |
| 12082 | 02/02/99 | 380820 | IKDN OFFICE SOLUTIONS | COPIER LEASE 80X COPIER LEASE 20X TONER FOR MINOLTA COPIER | 220.91 55.23 733.12 | 1,009.26 |
| 12083 | 02/02/99 | 410260 | KAMCOM TECHNOLOGIES | PENT II COMPUTER/NOBILIS MONIT 6 NOBILIS PENT II COMP/MONITOR | 1,436.13 9,673.05 | 11,109.18 |
| 12084 | 02/02/99 | 410310 | KARIS, FLINT | TRAVEL & TRAINING | 19.70 | 19.70 |
| 12085 | 02/02/99 | 410370 | KATH COMPANIES | FUEL & OIL INVENTORY OF SUPPLIES INVENTORY OF SUPPLIES INVENTORY OF SUPPLIES INVENTORY OF SUPPLIES 6000 GAL UNLEADED GASOLINE | 17.16 7.69 16.61 83.07 58.79 3,734.40 | 3,917.72 |
| 12086 | 02/02/99 | 420150 | KINKO'S CUSTOMER ADM SERVICES | PAPER CUTTING,TAPE PUBLISHING-BUDGET BOOKS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS DUPLICATING COSTS | 7.97 860.78 15.31 31.95 31.74 408.96 | 1,356.71 |
| 12087 | 02/02/99 | 440110 | KRINKIE HTG & AIR CONDITIONING | REPAIRS AT STA. 3 | 284.52 | 284.52 |
| 12088 | 02/02/99 | 450130 | LTD. COMMODITIES | PROGRAM DECORATIONS | 39.20 | 39.20 |
| 12089 | 02/02/99 | 460800 | LESCD, INC. | ICE MELT | 362.10 | 362.10 |
| 12090 | 02/02/99 | 470700 | LILLIE SUBURBAN NEWSPAPERS | PUBLIC NOTICES PUBLIC NOTICES EMPLOYMENT AD | 38.27 994.32 199.00 | 1,231.59 |
| 12091 | 02/02/99 | 511175 | MARDI ASSOCIATES | AD IN WEDDING GUIDE | 125.00 | 125.00 |

9

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|--|--|-----------------|
| 42092 | 02/02/99 | 520500 | MCGUIRE, MICHAEL | CAR ALLOWANCE - FEB | 450.00 | 450.00 |
| 42093 | 02/02/99 | 530560 | MERIT CHEVROLET | MODULE | 30.53 | 30.53 |
| 42094 | 02/02/99 | 530730 | METRO ATHLETIC SUPPLY | BALANCE OWING-INV 32200/32392 1 FR VOLLEYBALL STANDARDS COUNTERS | 9.04 1,405.38 173.62 | 1,588.04 |
| 42095 | 02/02/99 | 530755 | METROCALL | PAGER | 10.46 | 10.46 |
| 42096 | 02/02/99 | 540175 | MIDWEST COCA-COLA BOTTLING CO. | MDSE. FOR RESALE | 539.85 | 539.85 |
| 42097 | 02/02/99 | 542345 | MINNESOTA PHOTO | FILM DEVELOPING FILM DEVELOPING | 11.97 6.66 | 18.63 |
| 42098 | 02/02/99 | 550100 | MN/S.C.I.A. | YEARLY DUES | 18.00 | 18.00 |
| 42099 | 02/02/99 | 630910 | NATIONWIDE ADVERTISING SERVICE | EMPLOYMENT AD | 284.15 | 284.15 |
| 42100 | 02/02/99 | 640815 | NEWPROS DATA, INC. | PUBLISHING | 39.00 | 39.00 |
| 42101 | 02/02/99 | 660800 | NORTH ST. PAUL CITY OF | 1902 UTILITIES UTILITIES UTILITIES 2100 | 1,568.00 178.05 223.87 218.29 | 2,188.21 |
| 42102 | 02/02/99 | 661755 | NORTHERN STATES POWER | 2501 2516 2701 2725 1830 | 1,258.19 7.97 7.76 152.58 8,904.38 | 10,330.88 |
| 42103 | 02/02/99 | 661785 | NORTHWEST CHAPTER F&INAA | SUBSCRIPTIONS & MEMBERSHIPS SUBSCRIPTIONS & MEMBERSHIPS | 60.00 60.00 | 120.00 |
| 42104 | 02/02/99 | 670950 | NYSTROM PUBLISHING COMPANY INC | MAPLEWOOD IN MOTION | 2,021.40 | 2,021.40 |
| 42105 | 02/02/99 | 690340 | OLSON, ARNOLD G | MILEAGE REIMBURSEMENT 150 MI. | 42.00 | 42.00 |
| 42106 | 02/02/99 | 691160 | ON SITE SANITATION | FEES FOR SERVICE FEES FOR SERVICE | 43.73 43.73 | 87.46 |
| 42107 | 02/02/99 | 700735 | PALMA, STEVEN T | PROGRAM SUPPLIES MEAL REIMBURSEMENT | 35.00 11.60 | 46.60 |
| 42108 | 02/02/99 | 700800 | PAPER WAREHOUSE, INC. | BANQUET ROOM SUPPLIES | 194.43 | 194.43 |
| 42109 | 02/02/99 | 701400 | PARTY TIME LIQUOR | ROOTBEER CUPS | 12.72 | 12.72 |
| 42110 | 02/02/99 | 720768 | PREMIER BANK | SAFE DEP. BOX RENTAL | 60.00 | 60.00 |

| CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|--------------|------------|---------------|------------------------------|---------------------------------|-------------|--------------|
| 42111 | 02/02/99 | 740560 | R.L.S. SPORTSWEAR INC. | UNIFORMS & CLOTHING | 2,884.50 | |
| | | | | UNIFORMS & CLOTHING | 1,521.00 | 4,405.50 |
| 42112 | 02/02/99 | 741200 | RAINBOW FOODS | ROLLS, COFFEE, JUICE, MILK | 72.57 | |
| | | | | HOT DOG BUNS | 9.40 | |
| | | | | PROGRAMS SUPPLIES FOR WORKSHOP | 43.72 | 125.69 |
| 42113 | 02/02/99 | 741600 | RAMSEY COUNTY | POSTAL VERIFICATION CARDS | 73.20 | |
| | | | | LAMPING SERVICE | 92.74 | |
| | | | | LAMPING SERVICE | 90.18 | |
| | | | | LAMPING SERVICE | 130.68 | |
| | | | | LAMPING SERVICE FOR TRAFFIC SI | 39.03 | 425.83 |
| 42114 | 02/02/99 | 750550 | REINHART INSTITUTIONAL FOODS | MDSE. FOR RESALE | 437.35 | 437.35 |
| 42115 | 02/02/99 | 761300 | ROADRUNNER | PICK UP | 19.90 | 19.90 |
| 42116 | 02/02/99 | 771662 | PILLAR, MICHAEL | BOOKS | 45.95 | 45.95 |
| 42117 | 02/02/99 | 780300 | S&T OFFICE PRODUCTS INC. | SUPPLIES - OFFICE | 21.68 | |
| | | | | SUPPLIES - OFFICE | 12.96 | |
| | | | | SUPPLIES - OFFICE | 131.03 | |
| | | | | SUPPLIES - OFFICE | 20.87 | |
| | | | | SUPPLIES - OFFICE | 10.10 | |
| | | | | ENVELOPES, FILM, PENCILS, CLIPS | 112.08 | |
| | | | | SUPPLIES - OFFICE | 98.20 | |
| | | | | CALCULATOR | 11.12 | |
| | | | | SUPPLIES - OFFICE | 136.77 | |
| | | | | CREDIT FOR RETURNED SUPPLIES | 136.77- | |
| | | | | CREDIT | 12.96- | 405.08 |
| 42118 | 02/02/99 | 780450 | SAFE ASSURE CONSULTANTS | SAFET TRAINING-P/W EMPLOYEES | 276.75 | |
| | | | | SAFET TRAINING-P/W EMPLOYEES | 476.63 | |
| | | | | SAFET TRAINING-P/W EMPLOYEES | 307.50 | |
| | | | | SAFET TRAINING-P/W EMPLOYEES | 307.50 | |
| | | | | SAFET TRAINING-P/W EMPLOYEES | 169.12 | 1,537.50 |
| 42119 | 02/02/99 | 780600 | SAM'S CLUB DIRECT | POP | 3.99 | |
| | | | | CHIPS | 68.80 | |
| | | | | CANDY | 124.69 | 197.48 |
| 42120 | 02/02/99 | 780733 | SAVAGAEU, STEVE | ENG. LIC. | 20.00 | 20.00 |
| 42121 | 02/02/99 | 800600 | SEVERSON, DAVID | PROGRAM SUPPLIES/STATION MTGS | 162.09 | 162.09 |
| 42122 | 02/02/99 | 820460 | SLABA, JACLEE | POSTERS | 90.00 | 90.00 |
| 42123 | 02/02/99 | 840405 | ST. PAUL, CITY OF | TUITION | 395.00 | 395.00 |
| 42124 | 02/02/99 | 843331 | STIEN, MARY | MILEAGE REIMBURSEMENT | 38.36 | 38.36 |

11

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|-------------------------|-------------------------|----------------|-----------------|
| 42125 | 02/02/99 | 843575 | STREICHER'S | SUPPLIES - EQUIPMENT | 50.80 | |
| | | | | CHEMICAL IRRITANT SPRAY | 63.63 | 114.43 |
| 42126 | 02/02/99 | 850395 | SUNRAY B-T-B | WIX | 24.48 | 24.48 |
| 42127 | 02/02/99 | 850750 | SWANSON, LYLE | UNIFORMS & CLOTHING | 30.00 | 30.00 |
| 42128 | 02/02/99 | 860650 | TARGET STORES-CSA A/R | CLOCK POP | 12.77 25.50 | 38.27 |
| 42129 | 02/02/99 | 880501 | TREADWAY GRAPHICS | NAME TENY #728 | 42.74 | 42.74 |
| 42130 | 02/02/99 | 880675 | TROPHIES UNLIMITED | VOLLEYBALL TROPHIES | 171.20 | 171.20 |
| 42131 | 02/02/99 | 900100 | UNIFORMS UNLIMITED | UNIFORMS & CLOTHING | 216.22 | |
| | | | | UNIFORMS & CLOTHING | 408.28 | |
| | | | | UNIFORMS & CLOTHING | 26.95 | |
| | | | | UNIFORMS & CLOTHING | 110.61 | |
| | | | | UNIFORMS & CLOTHING | 227.74 | |
| | | | | UNIFORMS & CLOTHING | 8.91 | |
| | | | | UNIFORMS & CLOTHING | 76.50 | |
| | | | | UNIFORMS & CLOTHING | 42.52 | |
| | | | | UNIFORMS & CLOTHING | 184.53 | |
| | | | | UNIFORMS & CLOTHING | 238.36 | |
| | | | | UNIFORMS & CLOTHING | 217.80 | |
| | | | | CREDIT | 217.80 | |
| | | | | UNIFORMS & CLOTHING | 196.02 | |
| | | | | UNIFORMS & CLOTHING | 23.35 | |
| | | | | UNIFORMS & CLOTHING | 856.62 | |
| | | | | UNIFORMS & CLOTHING | 234.64 | |
| | | | | UNIFORMS & CLOTHING | 4.74 | |
| | | | | UNIFORMS & CLOTHING | 95.31 | |
| | | | | UNIFORMS & CLOTHING | 42.52 | |
| | | | | UNIFORMS & CLOTHING | 233.95 | |
| | | | | UNIFORMS & CLOTHING | 134.83 | |
| | | | | UNIFORMS & CLOTHING | 83.61 | |
| | | | | UNIFORMS & CLOTHING | 95.31 | |
| | | | | UNIFORMS & CLOTHING | 125.19 | |
| | | | | UNIFORMS & CLOTHING | 89.77 | |
| | | | | UNIFORMS & CLOTHING | 95.31 | |
| | | | | BADGES | 865.05 | |
| | | | | UNIFORMS & CLOTHING | 95.31 | |
| | | | | BADGE REPAIR | 37.28 | |
| | | | | UNIFORMS & CLOTHING | 94.36 | 4,467.07 |
| 42132 | 02/02/99 | 900175 | U.S. POSTAL SERVICE | POSTAGE | 1,000.00 | 1,000.00 |
| 42133 | 02/02/99 | 901300 | UPPER MIDWEST SALES CO. | SUPPLIES - JANITORIAL | 499.87 | |
| | | | | SUPPLIES - JANITORIAL | 423.27 | 923.14 |
| 42134 | 02/02/99 | 910500 | VASKO RUBBISH REMOVAL | FEES FOR SERVICE | 242.35 | |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|------------------------------|----------------|-----------------|
| | | | | FEES FOR SERVICE | 336.92 | |
| | | | | FEES FOR SERVICE | 561.34 | 1,140.61 |
| 42135 | 02/02/99 | 911300 | VIKING AUTOMATIC SPRINKLER CO. | SPRINKLER SYSTEM INSP. | 66.00 | 66.00 |
| 42136 | 02/02/99 | 931300 | WALSH, WILLIAM F. | COMM. PLBG. INSP. | 48.00 | |
| | | | | COMM. PLBG. INSP. | 60.00 | |
| | | | | COMM. PLBG. INSP. | 60.00 | 48.00 |
| 42137 | 02/02/99 | 940480 | WEATHER WATCH, INC. | PAGER / FAX | 285.00 | 285.00 |
| 42138 | 02/02/99 | 940500 | WEBER-TROSETH INC. | SCUBA TANKS TESTED, O RINGS | 53.00 | 53.00 |
| 42139 | 02/02/99 | 960450 | XEROX CORPORATION | DUPLICATING COSTS 12-2/12-31 | 35.32 | |
| | | | | DUPLICATING COSTS 12-2/12-31 | .88 | |
| | | | | DUPLICATING COSTS 12-2/12-31 | 82.27 | |
| | | | | DUPLICATING COSTS 12-2/12-31 | 37.08 | |
| | | | | DUPLICATING COSTS 12-2/12-31 | 63.84 | 219.39 |
| 42140 | 02/02/99 | 970700 | YOCUM OIL CO. | FUEL | 14.03 | 14.03 |
| 42141 | 02/02/99 | 980500 | ZIEGLER INC. | SENDER, GASKET | 24.38 | 24.38 |
| | | | | TOTAL CHECKS | | 84,480.30 |

13

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|----------------------|---------|
| DIRECT DEPOSIT | 01/22/99 | ICKES, SHERI | 1132.12 |
| DIRECT DEPOSIT | 01/22/99 | BECKER, RONALD D | 2259.32 |
| DIRECT DEPOSIT | 01/22/99 | BERGERON, JOSEPH A | 2446.03 |
| DIRECT DEPOSIT | 01/22/99 | ALLENSPACH, SHERRY | 330.65 |
| DIRECT DEPOSIT | 01/22/99 | ANDERSON, CAROLE J | 1580.62 |
| DIRECT DEPOSIT | 01/22/99 | DEHN, DEBORAH | 1440.92 |
| DIRECT DEPOSIT | 01/22/99 | CARLE, JEANETTE E | 1383.10 |
| DIRECT DEPOSIT | 01/22/99 | JAGOE, CAROL | 1344.46 |
| DIRECT DEPOSIT | 01/22/99 | OLSON, SANDRA | 819.76 |
| DIRECT DEPOSIT | 01/22/99 | ALDRIDGE, MARK | 2047.12 |
| DIRECT DEPOSIT | 01/22/99 | BOHL, JOHN C | 1908.16 |
| DIRECT DEPOSIT | 01/22/99 | FLOR, TIMOTHY | 2250.63 |
| DIRECT DEPOSIT | 01/22/99 | KVAM, DAVID | 1892.92 |
| DIRECT DEPOSIT | 01/22/99 | EVERSON, PAUL | 1479.37 |
| DIRECT DEPOSIT | 01/22/99 | FRASER, JOHN | 1953.12 |
| DIRECT DEPOSIT | 01/22/99 | OSWALD, ERICK D | 1991.22 |
| DIRECT DEPOSIT | 01/22/99 | DUCHARME, JOHN | 1626.52 |
| DIRECT DEPOSIT | 01/22/99 | PECK, DENNIS L | 1769.72 |
| DIRECT DEPOSIT | 01/22/99 | GREW-HAYMAN, JANET M | 836.62 |
| DIRECT DEPOSIT | 01/22/99 | EKSTRAND, THOMAS G | 1781.72 |
| DIRECT DEPOSIT | 01/22/99 | ROBERTS, KENNETH | 1813.12 |
| DIRECT DEPOSIT | 01/22/99 | TAUBMAN, DOUGLAS J | 1999.85 |
| DIRECT DEPOSIT | 01/22/99 | EDGE, DOUGLAS | 2039.12 |
| DIRECT DEPOSIT | 01/22/99 | LIVINGSTON, JOYCE L | 788.71 |
| DIRECT DEPOSIT | 01/22/99 | KNAUSS, PETER | 776.92 |

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS REPORT
FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|-------------------------|---------|
| DIRECT DEPOSIT | 01/22/99 | PALMA, STEVEN | 1848.12 |
| DIRECT DEPOSIT | 01/22/99 | JOHNSON, KEVIN | 1954.08 |
| DIRECT DEPOSIT | 01/22/99 | WARMAN, ROBIN | 935.40 |
| DIRECT DEPOSIT | 01/22/99 | JENSEN, MATTHEW | 740.63 |
| DIRECT DEPOSIT | 01/22/99 | ERICKSON, VIRGINIA A | 1910.52 |
| DIRECT DEPOSIT | 01/22/99 | ROSSBACH, GEORGE | 375.73 |
| DIRECT DEPOSIT | 01/22/99 | LUTZ, DAVID P | 2084.87 |
| DIRECT DEPOSIT | 01/22/99 | SCHLINGMAN, PAUL | 1718.62 |
| DIRECT DEPOSIT | 01/22/99 | FARR, DIANE M | 292.63 |
| DIRECT DEPOSIT | 01/22/99 | VORWERK, ROBERT E | 2388.63 |
| DIRECT DEPOSIT | 01/22/99 | NAGEL, BRYAN | 2184.57 |
| DIRECT DEPOSIT | 01/22/99 | HELLE, KERRY | 1697.72 |
| DIRECT DEPOSIT | 01/22/99 | CARVER, NICHOLAS N | 1748.92 |
| DIRECT DEPOSIT | 01/22/99 | OSTER, ANDREA J | 1420.92 |
| DIRECT DEPOSIT | 01/22/99 | ANDREWS, SCOTT A | 2182.43 |
| DIRECT DEPOSIT | 01/22/99 | RUNNING, ROBERT | 1901.11 |
| DIRECT DEPOSIT | 01/22/99 | SAVAGEAU, STEPHEN D | 1214.85 |
| DIRECT DEPOSIT | 01/22/99 | BARTEL, DENISE | 40.50 |
| DIRECT DEPOSIT | 01/22/99 | CARLSON, DALE | 330.65 |
| DIRECT DEPOSIT | 01/22/99 | MARTINSON, CAROL F | 1733.73 |
| DIRECT DEPOSIT | 01/22/99 | HIEBERT, STEVEN | 1858.34 |
| DIRECT DEPOSIT | 01/22/99 | DUNN, ALICE | 1971.65 |
| DIRECT DEPOSIT | 01/22/99 | CORNER, AMY L | 127.75 |
| DIRECT DEPOSIT | 01/22/99 | STEVENS, MARY CATHERINE | 36.40 |
| DIRECT DEPOSIT | 01/22/99 | HORSNELL, JUDITH A | 797.66 |

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS REPORT
FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|------------------------|---------|
| DIRECT DEPOSIT | 01/22/99 | SEEGER, GERALD F | 272.26 |
| DIRECT DEPOSIT | 01/22/99 | MOREHEAD, JESSICA R | 254.30 |
| DIRECT DEPOSIT | 01/22/99 | STILL, VERNON T | 1899.32 |
| DIRECT DEPOSIT | 01/22/99 | COLEMAN, PHILIP | 486.11 |
| DIRECT DEPOSIT | 01/22/99 | CHRISTENSEN, CHARLES M | 1054.00 |
| DIRECT DEPOSIT | 01/22/99 | BELDE, STANLEY | 1883.25 |
| DIRECT DEPOSIT | 01/22/99 | ATKINS, KATHERINE | 835.55 |
| DIRECT DEPOSIT | 01/22/99 | FRY, PATRICIA | 1404.63 |
| DIRECT DEPOSIT | 01/22/99 | RENSLOW, RITA | 239.06 |
| DIRECT DEPOSIT | 01/22/99 | BAKKE, LONN A | 1927.99 |
| DIRECT DEPOSIT | 01/22/99 | BOWMAN, RICK A | 2108.84 |
| DIRECT DEPOSIT | 01/22/99 | KOPPEN, MARVIN | 330.65 |
| DIRECT DEPOSIT | 01/22/99 | CHRISTENSEN, JODIE D | 677.59 |
| DIRECT DEPOSIT | 01/22/99 | KITTRIDGE, KEVIN L | 330.65 |
| DIRECT DEPOSIT | 01/22/99 | WASH, MATTHEW G | 137.35 |
| DIRECT DEPOSIT | 01/22/99 | PIKE, GARY K | 1260.92 |
| DIRECT DEPOSIT | 01/22/99 | HEINZ, STEPHEN J | 1899.32 |
| DIRECT DEPOSIT | 01/22/99 | NELSON, JEAN | 861.69 |
| DIRECT DEPOSIT | 01/22/99 | KELLY, LISA | 963.08 |
| DIRECT DEPOSIT | 01/22/99 | HEMQUIST, MICHAEL R | 2157.00 |
| DIRECT DEPOSIT | 01/22/99 | TETZLAFF, JUDY A | 510.26 |
| DIRECT DEPOSIT | 01/22/99 | GOPLEN, NICHOLAS F | 13.70 |
| DIRECT DEPOSIT | 01/22/99 | URBANSKI, MOLLY S | 1293.32 |
| DIRECT DEPOSIT | 01/22/99 | ZWIEG, SUSAN C. | 1360.58 |
| DIRECT DEPOSIT | 01/22/99 | BAUMAN, GAYLE L | 1881.74 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|-----------------------|---------|
| DIRECT DEPOSIT | 01/22/99 | SMITH, CASSANDRA L | 1290.06 |
| DIRECT DEPOSIT | 01/22/99 | SKRYPEK, JOSHUA L | 586.63 |
| DIRECT DEPOSIT | 01/22/99 | HERBERT, MICHAEL J | 2096.97 |
| DIRECT DEPOSIT | 01/22/99 | STAFNE, GREGORY L | 1805.49 |
| DIRECT DEPOSIT | 01/22/99 | STOCKTON, DERRELL T | 1899.32 |
| DIRECT DEPOSIT | 01/22/99 | MELANDER, JON A | 2212.19 |
| DIRECT DEPOSIT | 01/22/99 | ROSSMAN, DAVID A | 1705.19 |
| DIRECT DEPOSIT | 01/22/99 | MEYER, GERALD W | 1853.55 |
| DIRECT DEPOSIT | 01/22/99 | THOMAS--JR, STEVEN | 2104.59 |
| DIRECT DEPOSIT | 01/22/99 | FRIEBE, WILLIAM | 1705.72 |
| DIRECT DEPOSIT | 01/22/99 | DOHERTY, KATHLEEN M | 1420.92 |
| DIRECT DEPOSIT | 01/22/99 | SCHINDELDECKER, JAMES | 1460.92 |
| DIRECT DEPOSIT | 01/22/99 | RABBETT, KEVIN | 2113.12 |
| DIRECT DEPOSIT | 01/22/99 | GRAF, MICHAEL | 1083.32 |
| DIRECT DEPOSIT | 01/22/99 | DIRKSWAGER, COLLEEN | 1499.67 |
| DIRECT DEPOSIT | 01/22/99 | CARLSON, THERESE | 1595.26 |
| DIRECT DEPOSIT | 01/22/99 | LE, SHERYL | 2724.95 |
| DIRECT DEPOSIT | 01/22/99 | FAUST, DANIEL F | 3178.74 |
| DIRECT DEPOSIT | 01/22/99 | HANGSLEBEN, RICHARD | 1940.52 |
| DIRECT DEPOSIT | 01/22/99 | KELSEY, CONNIE L | 1429.78 |
| DIRECT DEPOSIT | 01/22/99 | GUILFOILE, KAREN E | 1799.62 |
| DIRECT DEPOSIT | 01/22/99 | FOWELL, PHILIP | 1552.31 |
| DIRECT DEPOSIT | 01/22/99 | WINGER, DONALD S | 3010.77 |
| DIRECT DEPOSIT | 01/22/99 | BANICK, JOHN J | 2346.74 |
| DIRECT DEPOSIT | 01/22/99 | KARIS, FLINT D | 2595.42 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|-------------------------|---------|
| DIRECT DEPOSIT | 01/22/99 | STEFFEN, SCOTT L | 2340.38 |
| DIRECT DEPOSIT | 01/22/99 | THOMALLA, DAVID J | 2346.74 |
| DIRECT DEPOSIT | 01/22/99 | YOUNGREN, JAMES | 2239.05 |
| DIRECT DEPOSIT | 01/22/99 | HAIDER, KENNETH G | 3105.20 |
| DIRECT DEPOSIT | 01/22/99 | PRIEFER, WILLIAM | 1714.62 |
| DIRECT DEPOSIT | 01/22/99 | KANE, MICHAEL R | 2018.30 |
| DIRECT DEPOSIT | 01/22/99 | LUNDSTEN, LANCE | 2177.01 |
| DIRECT DEPOSIT | 01/22/99 | CAVETT, CHRISTOPHER M | 2178.62 |
| DIRECT DEPOSIT | 01/22/99 | ANDERSON, BRUCE | 2745.70 |
| DIRECT DEPOSIT | 01/22/99 | MARUSKA, MARK A | 2018.30 |
| DIRECT DEPOSIT | 01/22/99 | HUTCHINSON, ANN E | 1675.42 |
| DIRECT DEPOSIT | 01/22/99 | COLEMAN, MELINDA | 2756.20 |
| DIRECT DEPOSIT | 01/22/99 | CROSSON, LINDA | 1488.22 |
| DIRECT DEPOSIT | 01/22/99 | EASTMAN, THOMAS E | 2008.09 |
| DIRECT DEPOSIT | 01/22/99 | STAPLES, PAULINE | 2261.88 |
| DIRECT DEPOSIT | 01/22/99 | HURLEY, STEPHEN | 2066.59 |
| DIRECT DEPOSIT | 01/22/99 | GERVAIS--JR, CLARENCE N | 1624.11 |
| DIRECT DEPOSIT | 01/22/99 | HALWEG, KEVIN R | 2361.08 |
| DIRECT DEPOSIT | 01/22/99 | OTIS, MARY ELLEN M | 505.26 |
| DIRECT DEPOSIT | 01/22/99 | CASAREZ, GINA | 1228.12 |
| 70064 | 01/22/99 | ERICSON, MICHAEL A | 2139.23 |
| 70065 | 01/22/99 | McGUIRE, MICHAEL A | 3953.17 |
| 70066 | 01/22/99 | ZICK, LINDA | 241.50 |
| 70067 | 01/22/99 | WHITE, BARRY T | 77.50 |
| 70068 | 01/22/99 | CUDE, LARRY J | 369.15 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|------------------------|---------|
| 70069 | 01/22/99 | DOLLERSCHELL, ROBERT J | 229.89 |
| 70070 | 01/22/99 | SHELLEDY, DAWN M | 448.00 |
| 70071 | 01/22/99 | JACKSON, MARY L | 1132.12 |
| 70072 | 01/22/99 | MATHEYS, ALANA KAYE | 1536.76 |
| 70073 | 01/22/99 | NIVEN, AMY S | 176.38 |
| 70074 | 01/22/99 | JOHNSON, BONNIE | 780.19 |
| 70075 | 01/22/99 | VIETOR, LORRAINE S | 1381.23 |
| 70076 | 01/22/99 | HENRY, JOHN | 180.75 |
| 70077 | 01/22/99 | PALANK, MARY KAY | 1721.76 |
| 70078 | 01/22/99 | RICHIE, CAROLE L | 1715.77 |
| 70079 | 01/22/99 | RYAN, MICHAEL | 2720.02 |
| 70080 | 01/22/99 | SUENDSEN, JOANNE M | 1632.44 |
| 70081 | 01/22/99 | BARTZ, PAUL | 1684.28 |
| 70082 | 01/22/99 | KONG, TOMMY T | 709.86 |
| 70083 | 01/22/99 | MACFARLANE, MELVIN R | 1415.60 |
| 70084 | 01/22/99 | SHORTREED, MICHAEL P | 1772.80 |
| 70085 | 01/22/99 | SZCZEPANSKI, THOMAS J | 2019.75 |
| 70086 | 01/22/99 | WATCZAK, LAURA | 1823.32 |
| 70087 | 01/22/99 | WELCHLIN, CABOT U | 1943.32 |
| 70088 | 01/22/99 | HALE, THOMAS M | 1469.87 |
| 70089 | 01/22/99 | MEEHAN, JAMES | 2096.19 |
| 70090 | 01/22/99 | THIENES, PAUL | 1872.12 |
| 70091 | 01/22/99 | ACOSTA, MARK J | 828.00 |
| 70092 | 01/22/99 | ADRIAN, SCOTT W | 120.00 |
| 70093 | 01/22/99 | ANDERSON, BOBBIE J | 816.00 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|-----------------------|---------|
| 70094 | 01/22/99 | ANDERSON, PHILIP A | 672.00 |
| 70095 | 01/22/99 | ANDERSON-JR, LAIRD | 804.00 |
| 70096 | 01/22/99 | AUBIN, DENNIS J | 2432.00 |
| 70097 | 01/22/99 | BAHL, DAVID C | 1248.00 |
| 70098 | 01/22/99 | BALAZS, JOSEPH M | 1210.00 |
| 70099 | 01/22/99 | BARTEL, BRENDA K | 372.00 |
| 70100 | 01/22/99 | BERGERON, GAIL E | 492.00 |
| 70101 | 01/22/99 | BERGERON, JOSEPH A | 84.00 |
| 70102 | 01/22/99 | BOE, ERICK W | 264.00 |
| 70103 | 01/22/99 | BOLLES, THOMAS A | 1594.00 |
| 70104 | 01/22/99 | BOURQUIN, RON G | 850.00 |
| 70105 | 01/22/99 | BOWMAN, RICK A | 240.00 |
| 70106 | 01/22/99 | BRAATEN, HAROLD A | 1078.00 |
| 70107 | 01/22/99 | BUCHE, JOETTE | 1656.00 |
| 70108 | 01/22/99 | CAHILL, CHRISTOPHER S | 1188.00 |
| 70109 | 01/22/99 | CORCORAN, JENNIFER L | 280.00 |
| 70110 | 01/22/99 | CROMETT, MARK F | 1164.00 |
| 70111 | 01/22/99 | DALY, FRANK | 600.00 |
| 70112 | 01/22/99 | DIETZ, EDWARD W | 312.00 |
| 70113 | 01/22/99 | DITTEL, MICHAEL A | 1450.00 |
| 70114 | 01/22/99 | DOREE, KURT A | 1417.00 |
| 70115 | 01/22/99 | DOWNS, DANA K | 1715.00 |
| 70116 | 01/22/99 | DUELLMAN, AMY L | 792.00 |
| 70117 | 01/22/99 | DUELLMAN, JOSEPH W | 1124.00 |
| 70118 | 01/22/99 | DUELLMAN, KIRK T | 1038.00 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|------------------------|---------|
| 70119 | 01/22/99 | DeMARS, TIMOTHY ALBERT | 672.66 |
| 70120 | 01/22/99 | EKSTRAND, HOWARD R | 1116.00 |
| 70121 | 01/22/99 | EVERSON, PAUL E | 204.00 |
| 70122 | 01/22/99 | FETTERS, JEFFREY L | 2088.00 |
| 70123 | 01/22/99 | FITZGERALD, EDWARD P | 622.00 |
| 70124 | 01/22/99 | FLATTEN, DAVID J | 1188.00 |
| 70125 | 01/22/99 | GERARD, JAMIE P | 2868.00 |
| 70126 | 01/22/99 | GERVAIS-JR, CLARENCE N | 2300.00 |
| 70127 | 01/22/99 | GRILL, CARL | 984.00 |
| 70128 | 01/22/99 | HALE, THOMAS M | 850.00 |
| 70129 | 01/22/99 | HALWEG, KEVIN R | 2072.00 |
| 70130 | 01/22/99 | HAMLIN, ANDREW G | 528.00 |
| 70131 | 01/22/99 | HAYES, JODI L | 1032.00 |
| 70132 | 01/22/99 | HEFFERNAN, PATRICK E | 2233.00 |
| 70133 | 01/22/99 | HELLER, GERARD F | 1914.00 |
| 70134 | 01/22/99 | HERLUND, RICK R | 1385.00 |
| 70135 | 01/22/99 | HOHN, JAMES M | 535.00 |
| 70136 | 01/22/99 | JOHNSON, ANDREA D | 802.00 |
| 70137 | 01/22/99 | JOHNSON, DOUGLAS R | 1162.00 |
| 70138 | 01/22/99 | JUNGMANN, DAVID J | 1210.00 |
| 70139 | 01/22/99 | KISSACK, THOMAS | 12.00 |
| 70140 | 01/22/99 | KNABE, WILLIAM H | 1194.00 |
| 70141 | 01/22/99 | KOLASA, MARK A | 1248.00 |
| 70142 | 01/22/99 | KONDER, RONALD W | 2612.00 |
| 70143 | 01/22/99 | KORTUS, WILLIAM J | 1400.00 |

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS REPORT
FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|-----------------------|---------|
| 70144 | 01/22/99 | LEDMAN, KEVIN | 1618.00 |
| 70145 | 01/22/99 | LEWSADER, PAUL J | 540.00 |
| 70146 | 01/22/99 | LIDBERG, MICHAEL A | 946.00 |
| 70147 | 01/22/99 | LINN, BRYAN D | 616.00 |
| 70148 | 01/22/99 | LUKIN, STEVEN J | 2210.00 |
| 70149 | 01/22/99 | MALLORY, GORDON E | 1097.00 |
| 70150 | 01/22/99 | MARTY, MARK K | 1920.00 |
| 70151 | 01/22/99 | MASON, JOHN W | 24.00 |
| 70152 | 01/22/99 | MELANDER, JON A | 1602.00 |
| 70153 | 01/22/99 | MELANDER, SCOTT A | 1538.00 |
| 70154 | 01/22/99 | MEYERS, PAUL E | 1246.00 |
| 70155 | 01/22/99 | MICKELSON, DEBRA J | 708.00 |
| 70156 | 01/22/99 | MILLER, NICHOLAS J | 1260.00 |
| 70157 | 01/22/99 | MONK, JOHN J | 778.00 |
| 70158 | 01/22/99 | MONROY, JON J | 2685.00 |
| 70159 | 01/22/99 | McGOVERN, JOHN L | 1160.00 |
| 70160 | 01/22/99 | NADEAU, AARON | 654.00 |
| 70161 | 01/22/99 | NALIPINSKI, STEPHEN M | 966.00 |
| 70162 | 01/22/99 | NOLAN, PAUL W | 768.00 |
| 70163 | 01/22/99 | NOVAK, JEROME R | 912.00 |
| 70164 | 01/22/99 | OLSON, KENNETH A | 672.00 |
| 70165 | 01/22/99 | PETERSON, MARK S | 1016.00 |
| 70166 | 01/22/99 | PETERSON, RICHARD A | 600.00 |
| 70167 | 01/22/99 | PETERSON, ROBERT H | 1990.00 |
| 70168 | 01/22/99 | PETERSON, THEODORE E | 1266.00 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|-----------------------|---------|
| 70169 | 01/22/99 | PIERCE, SCOTT G | 2607.00 |
| 70170 | 01/22/99 | FILLAR, MICHAEL R | 697.00 |
| 70171 | 01/22/99 | RICKETSON, BRENT L | 310.00 |
| 70172 | 01/22/99 | RONDEAU, WILLIAM R | 634.00 |
| 70173 | 01/22/99 | SCHADT, JEFFREY A | 1476.00 |
| 70174 | 01/22/99 | SCHOENECKER, THOMAS R | 768.00 |
| 70175 | 01/22/99 | SCHULTZ, MARK W | 420.00 |
| 70176 | 01/22/99 | SCHULTZ, THOMAS E | 528.00 |
| 70177 | 01/22/99 | SEVERSON, DAVID A | 1436.00 |
| 70178 | 01/22/99 | SHANLEY, ROBERT J | 886.00 |
| 70179 | 01/22/99 | SIEDOW, ERIC R | 444.00 |
| 70180 | 01/22/99 | SIKORA, PAUL T | 1270.00 |
| 70181 | 01/22/99 | SINGER, SCOTT W | 754.00 |
| 70182 | 01/22/99 | SKOK, STEPHEN L | 720.00 |
| 70183 | 01/22/99 | SMITH, KEITH A | 966.00 |
| 70184 | 01/22/99 | SMITH, MICHAEL T | 1126.00 |
| 70185 | 01/22/99 | SOBCZAK, KEVIN J | 264.00 |
| 70186 | 01/22/99 | SORENSEN, HEIDI M | 5154.00 |
| 70187 | 01/22/99 | STANWAY, ROBERT A | 372.00 |
| 70188 | 01/22/99 | SVENDSEN, RON | 300.00 |
| 70189 | 01/22/99 | SVENDSEN, RUSTIN L | 1770.00 |
| 70190 | 01/22/99 | TESSMER, TODD D | 240.00 |
| 70191 | 01/22/99 | TREPANIER, EUGENE | 1434.00 |
| 70192 | 01/22/99 | TRONNES, JOHN E | 660.00 |
| 70193 | 01/22/99 | WALZ, JAMES G | 792.00 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|-------------------------------|---------|
| 70194 | 01/22/99 | WATERS, JOSEPH D | 1510.00 |
| 70195 | 01/22/99 | WATERS, KERMIT H | 1822.00 |
| 70196 | 01/22/99 | WHISLER, MICHAEL D | 560.00 |
| 70197 | 01/22/99 | WHITE, JOEL A | 816.00 |
| 70198 | 01/22/99 | WILSON, JASON M | 756.00 |
| 70199 | 01/22/99 | ZASTROW, GREGG P | 475.00 |
| 70200 | 01/22/99 | ZIMMERMANN HOHN, ANN K | 1185.00 |
| 70201 | 01/22/99 | FEHR, JOSEPH P | 1164.29 |
| 70202 | 01/22/99 | HEWITT, JOEL A | 2559.34 |
| 70203 | 01/22/99 | CHLEBECK, JUDY M | 1473.72 |
| 70204 | 01/22/99 | DARST, JAMES | 1856.54 |
| 70205 | 01/22/99 | FREBERG, RONALD L | 1918.71 |
| 70206 | 01/22/99 | ELIAS, JAMES G | 1769.72 |
| 70207 | 01/22/99 | LINDBLOM, RANDAL | 1674.52 |
| 70208 | 01/22/99 | ANDERSON, ROBERT S | 1727.92 |
| 70209 | 01/22/99 | EDSON, DAVID B | 2154.77 |
| 70210 | 01/22/99 | HELEY, ROLAND B | 1937.09 |
| 70211 | 01/22/99 | HINNENKAMP, GARY | 1699.62 |
| 70212 | 01/22/99 | LAVAQUE, MICHAEL | 1433.72 |
| 70213 | 01/22/99 | LINDORFF, DENNIS P | 1460.92 |
| 70214 | 01/22/99 | McCUSKER, ELIZABETH A MANNING | 18.75 |
| 70215 | 01/22/99 | SOUTTER, CHRISTINE | 70.00 |
| 70216 | 01/22/99 | THOMPSON, DEBRA J | 404.21 |
| 70217 | 01/22/99 | WEISWERTH, JUDITH A | 1623.62 |
| 70218 | 01/22/99 | ANDERSON, EVERETT | 549.63 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|----------------------|---------|
| 70219 | 01/22/99 | OLSON,ARNOLD G | 530.00 |
| 70220 | 01/22/99 | OSTROM,MARJORIE | 2084.22 |
| 70221 | 01/22/99 | WENGER,ROBERT J | 1737.72 |
| 70222 | 01/22/99 | ADAMS,TAMARA K | 33.00 |
| 70223 | 01/22/99 | BALLESTRAZZE,THAD M | 234.05 |
| 70224 | 01/22/99 | BENDER,JAYME L | 28.00 |
| 70225 | 01/22/99 | BRANDSTROM,JULIET M | 388.13 |
| 70226 | 01/22/99 | BRANDSTROM,MARY C | 81.00 |
| 70227 | 01/22/99 | BRANDSTROM,RYAN M. | 105.00 |
| 70228 | 01/22/99 | BUCZEKOWSKI,ALAN | 43.00 |
| 70229 | 01/22/99 | BURTON,JASON E | 42.00 |
| 70230 | 01/22/99 | CHURCHILL,FRAN E | 26.00 |
| 70231 | 01/22/99 | CLINTSMAN--JR,LEE M | 33.00 |
| 70232 | 01/22/99 | DANIELSON,GRANT A | 50.00 |
| 70233 | 01/22/99 | DEVRIES,LINDSAY | 43.00 |
| 70234 | 01/22/99 | DIEBEL,CHRISTOPHER J | 20.00 |
| 70235 | 01/22/99 | DOTY,TRESSA M | 52.25 |
| 70236 | 01/22/99 | FINN,GREGORY S | 1197.02 |
| 70237 | 01/22/99 | FLUG,ELAINE R | 91.25 |
| 70238 | 01/22/99 | FLUG,MEGAN L | 8.25 |
| 70239 | 01/22/99 | FRANK,LAURA | 24.00 |
| 70240 | 01/22/99 | GLAVAN,JOSEPH P | 124.00 |
| 70241 | 01/22/99 | GRUBER,SARAH A | 67.50 |
| 70242 | 01/22/99 | HARGROVE,AYAN T | 21.00 |
| 70243 | 01/22/99 | HARGROVE,BRYCE M | 21.00 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|---------------------|--------|
| 70244 | 01/22/99 | HARRIGAN, ANDREW J | 33.00 |
| 70245 | 01/22/99 | HARRIGAN, DAVID A | 20.25 |
| 70246 | 01/22/99 | HOFFMANN, STEVEN M | 21.00 |
| 70247 | 01/22/99 | HORNER, MATTHEW R | 86.00 |
| 70248 | 01/22/99 | JANSEN, DAVID S | 20.00 |
| 70249 | 01/22/99 | JANSEN, MARK G | 42.00 |
| 70250 | 01/22/99 | JANSEN, MICHAEL | 86.00 |
| 70251 | 01/22/99 | KAREL, JULIE E | 50.25 |
| 70252 | 01/22/99 | KLEM, JOSH H | 18.75 |
| 70253 | 01/22/99 | LEE, JACOB A | 117.00 |
| 70254 | 01/22/99 | LINN, TERI L | 40.50 |
| 70255 | 01/22/99 | MAFI, ROBERT A | 43.00 |
| 70256 | 01/22/99 | MARTINUCCI, SARA | 27.00 |
| 70257 | 01/22/99 | MATHEYS, TANYA RAE | 44.00 |
| 70258 | 01/22/99 | MILES, ADAM J | 25.00 |
| 70259 | 01/22/99 | McBRIDE, PATRICK D | 183.75 |
| 70260 | 01/22/99 | NELSON, JAYME K | 44.00 |
| 70261 | 01/22/99 | NIEMCZYK, ANTHONY R | 18.75 |
| 70262 | 01/22/99 | NIEMCZYK, BRIAN N | 36.00 |
| 70263 | 01/22/99 | NORMAN, KENDALL A | 44.00 |
| 70264 | 01/22/99 | POLICONE, ANNE H | 33.00 |
| 70265 | 01/22/99 | PONSOLLE, JOE L | 45.50 |
| 70266 | 01/22/99 | FREW, JOHN M | 22.00 |
| 70267 | 01/22/99 | ROGERS, MELISSA E | 21.00 |
| 70268 | 01/22/99 | RYDEEN, BENJAMIN D | 22.00 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|----------------------|---------|
| 70269 | 01/22/99 | RYDEEN, SARAH | 33.00 |
| 70270 | 01/22/99 | SAMUELSON, LEE ANN C | 147.00 |
| 70271 | 01/22/99 | SANDHOLM, ANDREW J | 74.25 |
| 70272 | 01/22/99 | SIVERHUS, TIMOTHY | 75.00 |
| 70273 | 01/22/99 | SOMERS, GREGORY B | 159.25 |
| 70274 | 01/22/99 | SPENCER, WILLIAM | 33.00 |
| 70275 | 01/22/99 | STIEN, MARY | 1138.62 |
| 70276 | 01/22/99 | STIEN, NATHANIEL | 228.00 |
| 70277 | 01/22/99 | THILL, ERIN | 20.00 |
| 70278 | 01/22/99 | THOMAS, RUSSELL | 41.00 |
| 70279 | 01/22/99 | TOWNSEND, ELI A | 20.00 |
| 70280 | 01/22/99 | TOWNSEND, ISAAC P | 33.00 |
| 70281 | 01/22/99 | WARMAN, KATHRYN | 182.00 |
| 70282 | 01/22/99 | WEHLAGE, JAMES A | 52.50 |
| 70283 | 01/22/99 | WEHLAGE, JEFFREY A | 187.75 |
| 70284 | 01/22/99 | BREHEIM, ROGER W | 1795.20 |
| 70285 | 01/22/99 | GERMAIN, DAVID | 1537.56 |
| 70286 | 01/22/99 | NADEAU, EDWARD A | 2010.62 |
| 70287 | 01/22/99 | NORDQUIST, RICHARD | 1791.44 |
| 70288 | 01/22/99 | SCHULTZ, SCOTT M | 1180.66 |
| 70289 | 01/22/99 | COONS, MELISSA | 773.21 |
| 70290 | 01/22/99 | GLASS, JEAN | 718.50 |
| 70291 | 01/22/99 | HOIUM, SHEILA | 842.17 |
| 70292 | 01/22/99 | HORWATH, RONALD J | 547.30 |
| 70293 | 01/22/99 | MICHALSKI, ANDREW M | 130.00 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|------------------------|---------|
| 70294 | 01/22/99 | NEAMY, MARK W | 156.40 |
| 70295 | 01/22/99 | SCHMIDT, RUSSELL | 1119.42 |
| 70296 | 01/22/99 | SCHOEBERL, KAYLENE M | 360.85 |
| 70297 | 01/22/99 | SHOBERG, CARY J | 528.25 |
| 70298 | 01/22/99 | ABRAHAMSON, BRYAN K | 209.55 |
| 70299 | 01/22/99 | ABRAHAMSON, REBECCA L. | 142.38 |
| 70300 | 01/22/99 | ANDERSON, JULIE M | 404.05 |
| 70301 | 01/22/99 | BADEN, ALISON L | 245.91 |
| 70302 | 01/22/99 | BADEN, MATHIAS | 277.00 |
| 70303 | 01/22/99 | BITTNER, KATIE C | 242.19 |
| 70304 | 01/22/99 | CHAPMAN, JENNY A | 119.00 |
| 70305 | 01/22/99 | CONLIN, PAMELA | 40.50 |
| 70306 | 01/22/99 | COOPER, JOSEPH W | 224.25 |
| 70307 | 01/22/99 | DAMROW, KELLY C | 74.75 |
| 70308 | 01/22/99 | DEMPSEY, BETH M | 86.69 |
| 70309 | 01/22/99 | ERICKSON, CAROL A | 40.00 |
| 70310 | 01/22/99 | FONTAINE, ANTHONY | 74.75 |
| 70311 | 01/22/99 | FRETZ, SARAH J | 35.75 |
| 70312 | 01/22/99 | GIRLING, JACQUELINE M | 308.08 |
| 70313 | 01/22/99 | GRUENHAGEN, LINDA C | 127.75 |
| 70314 | 01/22/99 | HAGSTROM, LINDSEY S | 13.00 |
| 70315 | 01/22/99 | HAWKE, RYAN A | 157.12 |
| 70316 | 01/22/99 | HAWKINS, LISA A | 78.80 |
| 70317 | 01/22/99 | HEDLUND, LAUREL R | 48.75 |
| 70318 | 01/22/99 | HEIM, ANDREA J | 423.51 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|--------------------|--------|
| 70319 | 01/22/99 | HEINN, REBECCA L | 379.10 |
| 70320 | 01/22/99 | HOLMGREN, LEAH M | 148.50 |
| 70321 | 01/22/99 | HOULE, DENISE L | 109.20 |
| 70322 | 01/22/99 | HUPPERT, ERIN M | 182.49 |
| 70323 | 01/22/99 | IKHAML, JOHN | 354.25 |
| 70324 | 01/22/99 | JOHNSON, ROBERT F | 224.80 |
| 70325 | 01/22/99 | JOHNSON, ROLLAND H | 61.75 |
| 70326 | 01/22/99 | JOHNSON, STETSON | 33.75 |
| 70327 | 01/22/99 | JOVONOVICH, TODD R | 40.80 |
| 70328 | 01/22/99 | KOEHNEN, AMY | 58.50 |
| 70329 | 01/22/99 | KOEHNEN, MARY B | 330.00 |
| 70330 | 01/22/99 | KOEPKE, CHARLES E | 108.88 |
| 70331 | 01/22/99 | KRENN, CAMILLE A | 46.20 |
| 70332 | 01/22/99 | KUHL, SCOTT A | 71.50 |
| 70333 | 01/22/99 | LIBBY, MEGAN K | 13.00 |
| 70334 | 01/22/99 | MALONE, BRANDON M | 91.00 |
| 70335 | 01/22/99 | MARUSKA, ERICA | 14.00 |
| 70336 | 01/22/99 | MEISEL, TAMBREY | 82.33 |
| 70337 | 01/22/99 | MEYER, HEATHER ANN | 58.50 |
| 70338 | 01/22/99 | MOREHEAD, PHILIP L | 27.00 |
| 70339 | 01/22/99 | MOTZ, ERIN M | 80.40 |
| 70340 | 01/22/99 | OWEN, JONATHAN | 43.55 |
| 70341 | 01/22/99 | READ, ANGELA J | 36.03 |
| 70342 | 01/22/99 | REGESTER, DOUG | 40.00 |
| 70343 | 01/22/99 | SACKMANN, LAURA C | 184.68 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|--------------------------|--------|
| 70344 | 01/22/99 | SCHLUETER, LOUISE E | 75.00 |
| 70345 | 01/22/99 | SELIN, JASON M | 13.10 |
| 70346 | 01/22/99 | SHAFFER, SUSAN A | 65.00 |
| 70347 | 01/22/99 | SHERRILL, MASON D | 101.53 |
| 70348 | 01/22/99 | SIMONSON, JUSTIN M | 179.50 |
| 70349 | 01/22/99 | SMITLEY, SHARON L | 150.40 |
| 70350 | 01/22/99 | SWANER, JESSICA | 102.20 |
| 70351 | 01/22/99 | TIBODEAU, HEATHER J | 100.80 |
| 70355 | 01/22/99 | TOURTELOTTE, MARYN J | 87.75 |
| 70356 | 01/22/99 | TROENDLE, ALEISHA M | 310.20 |
| 70357 | 01/22/99 | WARMAN, JOANNE M | 315.44 |
| 70358 | 01/22/99 | WARNER, CAROLYN | 143.25 |
| 70359 | 01/22/99 | WEDES, CARYL H | 109.50 |
| 70360 | 01/22/99 | WILLIAMS, KELLY M | 742.62 |
| 70361 | 01/22/99 | WOLKERSTORFER, HEATHER L | 91.80 |
| 70362 | 01/22/99 | WOODMAN, ALICE E | 199.20 |
| 70363 | 01/22/99 | ZIELINSKI, JENNIFER L | 73.13 |
| 70364 | 01/22/99 | DISKERUD, HEATHER A | 187.25 |
| 70365 | 01/22/99 | GLASS, GILLIAN | 43.40 |
| 70366 | 01/22/99 | MACIOCH, AMY L | 12.40 |
| 70367 | 01/22/99 | MALDONADO, ANGELA M | 12.00 |
| 70368 | 01/22/99 | PRICE, JENNIFER L | 86.13 |
| 70369 | 01/22/99 | SCHROEDER, KATHLEEN | 214.00 |
| 70370 | 01/22/99 | SFANGLER, EDNA E | 173.95 |
| 70371 | 01/22/99 | ANTON, SARAH E | 132.30 |

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS REPORT
 FOR THE CURRENT PAY PERIOD

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|-------------------------|-----------|
| 70372 | 01/22/99 | BEHAN, JAMES | 1228.12 |
| 70373 | 01/22/99 | BLAKESLEY, JEFFERY DEAN | 352.00 |
| 70374 | 01/22/99 | CALLEN, KATIE E | 57.00 |
| 70375 | 01/22/99 | CHAPEAU, GREG M | 189.00 |
| 70376 | 01/22/99 | FULLER, AMY R | 94.50 |
| 70377 | 01/22/99 | HEMPFER, NICHOLAS W | 144.00 |
| 70378 | 01/22/99 | JAHN, DAVID J | 1291.17 |
| 70379 | 01/22/99 | KASSON, JULIE E | 48.00 |
| 70380 | 01/22/99 | KOSKI, JOHN F | 562.67 |
| 70381 | 01/22/99 | KYRK, BREANNA K | 50.40 |
| 70382 | 01/22/99 | MATTESON, FRANK M | 86.00 |
| 70383 | 01/22/99 | PRINS, KELLY M | 114.00 |
| 70384 | 01/22/99 | SEVERSON, CHRISTINA M | 132.30 |
| 70385 | 01/22/99 | STEINHORST, JEFFREY | 215.83 |
| 70386 | 01/22/99 | SWANSON, LYLE | 1460.49 |
| 70387 | 01/22/99 | SWANSON, VERONICA | 1031.92 |
| 70388 | 01/22/99 | YOUNG, DILLON J | 112.32 |
| 70389 | 01/22/99 | AICHELE, CRAIG J | 797.54 |
| 70390 | 01/22/99 | MULVANEY, DENNIS M | 1628.12 |
| 70391 | 01/22/99 | PRIEM, STEVEN A. | 1427.30 |
| | | | 414940.48 |

AGENDA REPORT

Action by Council:

TO: City Manager

Endorsed _____

FROM: Assistant City Engineer



Modified _____

Rejected _____

Date _____

SUBJECT: Harvester Avenue and Sterling Street Improvement, Project 97-16
Mn/DOT Limited Use Permit

DATE: February 1, 1999

As part of the Harvester Avenue project, a cul-de-sac was created at the west end of the street, which severed it from Stillwater Road. It was apparent that in addition to a bus stop at that end of Harvester Avenue, that there was a fair amount of pedestrian traffic that passed between Harvester Avenue and Bartelmy Lane. It was felt that a trail connection was important in this area.

The placement of a trail between Bartelmy Lane and the end of the new Harvester Avenue cul-de-sac required that it be placed on the Stillwater Road (STH 5) right-of-way. In August of 1998, Mn/DOT verbally approved the placement of the trail on their right-of-way as not to delay construction, but would require that the city approve a Limited Use Permit at a later date.

Attached is a copy of the standard Limited Use Permit from the Minnesota Department of Transportation.

Staff recommends that the city council approve the conditions of the Limited Use Permit for the placement of the 8-foot bituminous trail on State Highway 5 right-of-way between Harvester Avenue and Bartelmy Lane, and authorize the Mayor and City Manager to execute said Limited Use Permit with the Minnesota Department of Transportation.

CMC

jc
Attachment

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LIMITED USE PERMIT

C.S. 6230(5=45-21)
County of Ramsey
S.A.P. No. 138-130-01
Harvester Avenue Improvement
City of Maplewood

In accordance with Minnesota Statutes Section 161.434 and Federal-Aid Policy Guide, Part 652, a Limited Use Permit is hereby granted to the City of Maplewood, Permittee. This permit is for the purpose of constructing, maintaining and operating a non-motorized recreational trail, (hereinafter called trail), within the right of way of Trunk Highway No. 5 as shown in red on Exhibit "A", which is attached hereto and incorporated herein by reference. This permit is executed by the Permittee pursuant to the attached resolution. In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. The construction, maintenance, and supervision of the trail shall be at no expense to the Minnesota Department of Transportation.
2. Before construction of any kind, the plans for such construction shall be approved in writing by the Minnesota Department of Transportation, through the Division Engineer.
3. No permanent structure(s) or advertising device(s) in any manner, form or size shall be constructed, placed or permitted to be constructed or placed upon the State of Minnesota right of way.
4. No commercial activity or activities shall be allowed to operate upon said State of Minnesota right of way.

5. Any and all maintenance of the trail shall be provided by the Permittee; this includes, but is not limited to, the plowing and removal of snow, and the installation and removal of regulatory signs.
6. This permit is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy said right of way.
7. The Permittee shall preserve and protect all utilities located on the lands covered by this permit at no expense to the Minnesota Department of Transportation and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.
8. Any crossings of the trail over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.
9. The Permittee shall construct the trail at the location shown in the attached Exhibit "A" subject to verification by the Minnesota Department of Transportation Division Engineer that the construction geometrics and procedures result in a trail that is compatible with the safe and efficient operation of the highway facility.
10. Approval from Minnesota Department of Transportation Division Engineer shall be required for any changes from the approved plan.
11. Upon completion of the construction of the trail, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.
12. This permit does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.
13. Any use permitted by this permit shall remain subordinate to the right of the Minnesota Department of Transportation to use the property for highway and transportation purposes. This permit does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264.

14. This permit shall be subject to cancellation and termination by the Minnesota Department of Transportation, with or without cause, by giving the Permittee 60 days written notice of such intent. Upon said notice of cancellation the trail shall be removed within 60 days, at no cost to the Minnesota Department of Transportation, by the Permittee and at the sole expense of the Permittee. Upon cancellation of said permit, or any portion thereof, the Permittee will be required to return and restore the area to a condition satisfactory to the Minnesota Department of Transportation Division Engineer.
15. The Permittee, for itself, its successors, and assigns, agrees to abide by the provisions of Title VI Appendix C of the Civil Rights Act of 1964, which provides in part that no person in the United States, shall on the grounds of race, color, or national origin, be excluded from, or denied use of any trail.
16. The Permittee shall hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from liability claims for damages because of bodily injury, death, property damage, sickness, disease, or loss and expense arising from the operations of the trail or from the use of the portion of highway right of way over which this permit is granted.
17. The Permittee shall hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns from claims arising or resulting from the temporary or permanent termination of trail user rights on any portion of highway right of way over which this permit is granted.
18. The State of Minnesota, through its Commissioner of Transportation, shall retain the right to limit and/or restrict the parking of vehicles and assemblage of trail users on the highway right of way over which this permit is granted, so as to maintain the safety of both the motoring public and trail users.
19. The Permittee will hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees from claims resulting from temporary or permanent changes in drainage patterns resulting in flood damage.
20. The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.

21. The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmen's liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto; agrees to indemnify and hold harmless the State of Minnesota from all such liens and claims.

MINNESOTA DEPARTMENT
OF TRANSPORTATION

CITY OF MAPLEWOOD

RECOMMENDED FOR APPROVAL

By: *Richard A. Stehly*
Metro Division Engineer

By: _____
Its Mayor

And: _____
Its City Manager

Date: 1/26/99

Date: _____

APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: _____
Director, Office of Land Management

Date: _____

The Commissioner of Transportation by the execution of this permit certifies that this permit is necessary in the public interest and that the use intended is for public purposes.

PROPOSED TRAIL EXTENSION - T.H. 5 R.O.W. - MAPLEWOOD, MINNESOTA; 97-1

S.A.P. 138-130-01

SEE CUR MAIL COI

REMOVE EXISTING ROAD SURFACE & AGGREGATE BASE. PLACE TOPSOIL & GRADE TO BRAIN SOD DISTURBED AREAS.

24m BIT. TRAIL END TRAIL AT T.H.5. R/W OR AS DIRECTED BY THE ENGINEER (GRADING FOR TRAIL SHALL BE INCIDENTAL)

REMOVE EXISTING DRIVE & PARKING A

SALVAGE 21m OF WOODEN FENCE, REINSTALL AS DIRECTED BY THE ENGINEER

REPAIR BROKEN CURB STOP BOX (TOP SECTION) ADJUST

PROPOSED R/W

CENTER OF CUL-DE-SAC (0+068.87, 3.25m LT. 310.288)

PROTECT EXISTING L TEMPORARY EASEMENT

STILLWATER ROAD (S.T.H. 5) 0+000

APPROXIMATELY 5m

SAWCUT PAVEMENT & BEGIN PAVEMENT REMOVAL STA. 0+005.

REMOVE RCP CULVERT & GRADE DITCH TO DRAIN. WATER AND GAS SERVED BY BARTELMY LANE

APPROXIMATELY 3m

RECONNECT DRIVEWAY TO CUL-DE-SAC AS DIRECTED BY THE ENGINEER

DROP CURB OPENING FOR TRAIL ENTRANCE

SALVAGE 16m OF WOOD RAIL FENCE, REINSTALL AS DIRECTED BY THE ENGINEER

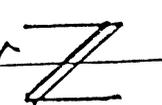
ABANDONED MONITORING WELL APPROX. 0.3m BELOW SURFACE

CONC

BARTELMY LANE

EXHIBIT "A"

1:500



PROPOSED

141

140

142

0+040

0+080

0+120

2464

2460

962

954

S.W.S

MEMORANDUM

TO: City Manager
FROM: Director of Community Development
SUBJECT: **Plumbing Inspection Fees**
DATE: February 1, 1999

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

INFORMATION

The commercial inspector is requesting an increase in fees. He is requesting that the permit fee be \$50 plus 1.25 percent of the plumbing cost. The current fee is \$20 plus \$5 per opening. This rate was set in 1990.

Attached is a survey of other nearby cities. This survey shows commercial charges using a \$18,000 plumbing job with 14 fixture openings. This increase would bring us in line with what other cities are collecting. The wage paid to the inspector is 80 percent of the total plumbing permit fee and the remaining 20 percent is paid to Maplewood. The city currently pays the electrical inspector this same rate.

RECOMMENDATION

Approve an increase in plumbing fees to \$50 plus 1.25 percent of the total plumbing cost.

Attachment: Letter
Survey

WILLIAM P. WALSH

Plumbing Inspector

670 Birch Lane South
Shoreview, Minnesota 55126

Telephone -483-5386

December 1, 1998

I, William P. Walsh, Commercial Plumbing Inspector for the city of Maplewood, am requesting an increase in permit fees and fixture fees. I have enclosed a list of plumbing permit fees and fixture fees for some of the cities that are around or near the city of Maplewood.

I am requesting that the commercial plumbing permit fee be \$50.00 and the commercial plumbing permit charge be 1.25 percent of the plumbing cost.

There has not been an increase in plumbing permit fees in the city of Maplewood for quite some time. This increase would bring the permit fees and fixture fees in line with some of the other cities that surround the city of Maplewood. The wage paid to me is 80 percent of the total plumbing permit fee and the remaining 20 percent is paid to the city of Maplewood.

William P. Walsh
Commercial Plumbing Inspector - City of Maplewood

Attachment

This permit was taken in the City of Maplewood by A.C. Doyle Plumbing for the Sheet Metal Workers Hall addition:

| | |
|---|------------|
| Cost of permit, 14 fixtures at \$5 each | \$70.00 |
| permit fee | 20.00 |
| surcharge | <u>.50</u> |
| | 90.50 |

Estimated trips for inspections - 5

Plumbing permit with new charges:

Estimated cost of plumbing:

| | |
|-------------------|------------|
| \$18,000 x 1.25 = | \$225.00 |
| permit fee: | 50.00 |
| surcharge | <u>.50</u> |
| | 275.50 |

Inspector receives \$220. City of Maplewood receives \$55.50

If this job was installed in the City of Woodbury, commercial charges are:

1% of estimated value of plumbing:

| | |
|------------|------------|
| \$18,000 = | \$180.00 |
| permit fee | 30.00 |
| surcharge | <u>.50</u> |
| | 210.50 |

If this job was installed in the City of Roseville, commercial charges are:

| | |
|-------------------------|------------|
| 14 fixtures at \$8 each | \$112.00 |
| permit fee | 20.00 |
| surcharge | <u>.50</u> |
| | 132.50 |

If this job was installed in the City of Saint Paul, commercial charges are:

| | |
|--------------------------|------------|
| 14 fixtures at \$20 each | \$280.00 |
| permit fee | 25.00 |
| surcharge | <u>.50</u> |
| | 305.50 |

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

MEMORANDUM

TO: Michael A. McGuire, City Manager 

FROM: Bruce K. Anderson, Director of Parks and Recreation

DATE: January 21, 1999 for the February 8, 1999 City Council Meeting

SUBJECT: Odegard Donation

The Maplewood Nature Center has received \$250 from Robert and Carolyn Odegard. I would recommend that the City Council formally accept this donation and authorize the appropriate budget changes. The money will be credited to the Nature Center budget for future capital improvements.

Should you have questions, please call me at 4573. A thank you letter has been sent.

kd\odegard.mem

c: Ann Hutchinson, Lead Naturalist

Agenda Report

To: City Manager
From: Doug Taubman
Recreation Program Coordinator
Subject: Acceptance of Donation
Date: January 19, 1999

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

In December the Northeast Soccer Association (NESA) offered to donate approximately two thousand dollars in soccer balls and soccer nets to the Maplewood Parks and Recreation youth soccer program. The donation is in exchange for a small storage area in the recreation divisions equipment storage room.

Background

The Maplewood Parks and Recreation youth soccer program was established approximately twenty years ago due, in a large part, to the efforts of NESA. NESA provided the expertise and manpower which enabled our department to establish a youth recreational soccer program which now serves over thirteen hundred youth in our community. To this day, NESA, which provides traveling soccer opportunities to youth in our community, and our department work cooperatively to provide both traveling and recreational soccer leagues for children from the ages of eight to eighteen.

Recommendation

Accept the equipment donation in exchange for the storage area.

AGENDA REPORT

TO: Mike McGuire, City Manager

FROM: Karen Guilfoile, City Clerk 

DATE: February 1, 1999

RE: Temporary Liquor License

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

Introduction

Kathleen Yzermans, 1424 East Eldridge, has submitted an application for a temporary liquor license to be used at the Church of the Presentation of the Blessed Virgin Mary for their annual Valentine Dinner and Dance scheduled for February 13, 1999.

Background

City Code directs that temporary liquor license be approved by the City Council. It has not been past practice to conduct investigations on temporary permits.

One of the requirements in obtaining a liquor license from the City is proof of insurance in the form of a Certificate of Insurance showing that the City is the Certificate Holder. The Church of the Presentation of the Blessed Virgin Mary is insured by The Catholic Mutual Relief Society who is the insurer of the Archdiocese of St. Paul and Minneapolis. Since Catholic Mutual insures various Parishes under one policy, they can not name the City as the Certificate Holder but will name the City as additionally insured.

Recommendation

It recommended that Council approve the application for a temporary liquor license and waive the standard procedure of being name the Certificate Holder on the insurance policy and accept the City being additionally insured for the requested dates.

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager
FROM: Finance Director *Daust*

RE: TRANSFERS FROM TAX INCREMENT FUNDS

DATE: January 26, 1999

PROPOSAL

It is proposed that the Council authorize the appropriate 1998 budget adjustments and 1998 transfers totaling \$863,200 from the Tax Increment Funds to the Debt Service Funds.

BACKGROUND

Annually transfers are made from the Tax Increment Funds to finance expenditures in other funds. The 1998 transfers from the Tax Increment Funds will finance debt service costs on tax increment bonds totaling \$863,200 in three debt service funds. A breakdown by fund and comparison with the original budget is listed on the attachment.

RECOMMENDATION

It is recommended that the Council authorize the appropriate 1998 budget adjustments and 1998 transfers totaling \$863,200 from the Tax Increment Funds to the Debt Service Funds.

FILE NAME: TIFTRAN
 LOCATION: C:\123R5WMISC
 DATE:
 PREPARED BY: DF

26-Jan-99

1998 TRANSFERS FROM TAX INCREMENT FUNDS TO DEBT SERVICE FUNDS
 (To eliminate cash deficits)

| | | 1998 | 1998 | 1998 | <u>BUDGET CHANGES</u> | | |
|--|-----------------------------------|---------|----------|---------|-----------------------|------------------|------------|
| | | BUDGET* | RE-EST.* | ACTUAL | AMOUNT | <u>ACCT. NO.</u> | |
| OPERATING TRANSFERS IN TO DEBT SERVICE FUNDS: | | | | | | | |
| Fund #321 | 1989 Tax-Exempt Tax Inc. Bonds | 18,360 | 18,360 | 19,500 | 1,140 | 321 | -999 -3999 |
| Fund #326 | 1992 Tax Increment Bonds | 212,880 | 212,880 | 201,700 | (11,180) | 326 | -999 -3999 |
| Fund #328 | 1993 Tax Increment Bonds | 655,020 | 655,020 | 642,000 | (13,020) | 328 | -999 -3999 |
| Total transfers | | 886,260 | 886,260 | 863,200 | (23,060) | | |
| OPERATING TRANSFERS OUT FROM TIF FUNDS: | | | | | | | |
| Fund #412 | Economic Development District 1-3 | 352,100 | 282,280 | 285,100 | (67,000) | 412 | -999 -4999 |
| Fund #413 | Housing District 1-1 | 141,480 | 167,820 | 169,500 | 28,020 | 413 | -999 -4999 |
| Fund #414 | Housing District 1-2 | 221,070 | 248,550 | 250,000 | 28,930 | 414 | -999 -4999 |
| Fund #415 | Housing District 1-3 | 171,610 | 184,900 | 158,600 | (13,010) | 415 | -999 -4999 |
| Total transfers | | 886,260 | 883,550 | 863,200 | (23,060) | | |

*PER P:\FINANCE\BUDMISC\TRSF9899

Action by Council:

AGENDA REPORT

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager

FROM: Finance Director *R. Ernst*

RE: TRANSFERS TO CLOSE DEBT SERVICE FUNDS FOR TWO BOND ISSUES

DATE: January 28, 1999

PROPOSAL

It is proposed that effective 12-31-98 (1) Debt Service Fund #322 for the 1990 Improvement Bonds be closed by a transfer of the remaining balance of \$68,317.36 to the General Fund, (2) Debt Service Fund #327 for the 1993 Capital Notes be closed by a transfer of the remaining balance of \$828.76 to the General Fund and (3) that the appropriate budget adjustments be approved.

BACKGROUND

The final principal and interest payments have been made on two bond issues. The current balances in the debt service funds for each bond issue is as follows:

\$68,317.36 Fund #322 for the 1990 Improvement Bonds
828.76 Fund #327 for the 1993 Capital Notes

\$ 69,146.12 Net Total

According to State law (MSA 475.61, Subd. 4), any surplus remaining in a debt service fund after the bonds and interest have been paid may be appropriated to any other general purpose. Since tax levy limits are in effect, the net surplus of \$69,146.12 should be transferred to the General Fund to ease the burden of balancing the 2000 Budget.

RECOMMENDATION

It is recommended that effective 12-31-98 (1) Debt Service Fund #322 for the 1990 Improvement Bonds be closed by a transfer of the remaining balance of \$68,317.36 to the General Fund, (2) Debt Service Fund #327 for the 1993 Capital Notes be closed by a transfer of the remaining balance of \$828.76 to the General Fund and (3) that the appropriate budget adjustments be approved.

P:\FINANCE\WP\AGN\DEBT98.WPD

Agenda No. G9

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

DATE: February 2, 1999

TO: Mike McGuire
City Manager

FROM: *SL*
Sherrie Le
Human Resource Director

SUBJECT: Proposed Settlement - Metro Supervisory Association

I have attached the proposed two-year negotiated contract settlement between the City and the Metro Supervisory Association. This settlement has been ratified by their membership. In addition, I have included the Bureau of Mediation Services Uniform Settlement Document. By Law, this must be presented to the City Council with the proposed settlement.

Approval of this settlement is recommended. If you have any questions, please let me know.

**CITY OF MAPLEWOOD
AND
METRO SUPERVISORY ASSOCIATION
CONTRACT NEGOTIATIONS
TENTATIVE SETTLEMENT
December 11, 1998**

1. Duration Two year agreement to expire December 31, 2000.

2. Wages General wage increase of 2% retroactive to 1-1-99 with an additional 1% effective 7-1-99. General wage increase of 3% for January 1, 2000.

3. Recognition Delete titles that have moved to non-union or no longer exist; add new titles that were created or revised since 1-1-96. Delete: Recreation Program Coordinator II, Operations Supervisor, Recreation Program Manager, Public Works Coordinator, Deputy City Clerk, Aquatics Program Assistant, and Child Care Coordinator. Add: Administrative Assistant - Public Works and Night Community Center Supervisor.

4. Grievance Article 14 - 14.2 Step 2 Change 7 to 14 days; Step 3 Change 7 to 14 days. Step 4. Agree to change "panel of five arbiters" to "panel of seven arbiters."

5. Holidays 16.1 - Allow waiver of the provision that employees must work for the City 30 days to receive holiday pay, under the condition that the employee must repay any holiday pay received during the first 30 days if they leave employment within the first six months. (Same as recently revised Personnel Policies)

6. Safety Shoes Article 22 - Revise to provide \$45 toward the cost of safety shoes if required by the City.

7. Vacation Article 15 - 15.2 Revise to allow the City Manager to approve exceptions to the general rule that an employee must work for six months prior to taking vacation leave.

15.3 Revised the language on vacation carry-over to allow conversion of up to one week of vacation to deferred compensation. The language would read:

“On December 1st of each year, full-time and regular part-time employees who are at the three week vacation accrual rate or higher, with a minimum balance of 80 hours, shall be eligible to convert up to 40 hours of unused vacation time to deferred compensation. Conversion will be at the employee’s current hourly rate as of 12-01 and will be on the basis of one hour of vacation for one hour of deferred compensation pay. Actual conversion will take place in the second payroll of the following year.”

15.4 Delete provision stating employees shall receive their vacation pay no later than the last work day prior to the start of their vacation period.

8. Deferred Compensation

We increased the City's Contribution to deferred compensation by \$10 per month (from \$75 to \$85) effective January 1, 1999. No change in second year.

9. Probation

Article 10 - Increase promotion and transfer probationary periods to one year from six months.

10. Bumping

Article 11 - 11.3 Add the requirement that an employee must have previously served in a given job class to be able to bump another employee, in the event of a layoff.

11. Merit Pay

Article 29 - Delete in entirety. Replace with:

“Employees are eligible for merit pay in accordance with the City’s merit pay program. Employees are eligible for up to 5% of their annual salary, based on performance, to be paid in a lump sum on an annual basis. Merit pay will not be added to an employee’s base salary. If the current City Manager (current as of 12’98) terminates employment with the City, or the average payout falls below 3% of the bargaining unit’s total pay, the MSA has the option to revert back to the guaranteed 3% which was the language of Article 29 of the 1996-98 agreement. MSA will notify the City prior to January 1 if they elect this option.

SUPPLEMENTAL WORKSHEET: OTHER FORMS OF COMPENSATION

PUBLIC EMPLOYER: City of Maplewood

EXCLUSIVE REPRESENTATIVE: Metro Supervisors

UNIT: (Association)

| OTHER FORMS OF COMPENSATION | NUMBER OF EMPLOYEES X OTHER COMPENSATION DOLLARS PER EMPLOYEE (A) | NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX A (B) | BOX A + B (C) | NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX C (D) | BOX C + D (E) | NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX E (F) |
|--|---|---|---------------------------|---|---------------------------|---|
| Uniform or Clothing Allowance | \$60 | \$75 | \$135 | 0 | \$135 | |
| Payment for Additional Training or Education | No Change | No Change | No Change | No Change | No Change | |
| Tool Allowance | No Change | No Change | No Change | No Change | No Change | |
| Call-Back to Work Payment | No Change | No Change | No Change | No Change | No Change | |
| Stand-By or On-Call Payment | No Change | No Change | No Change | No Change | No Change | |
| License Payment | No Change | No Change | No Change | No Change | No Change | |
| Payment for Separating from Employment | No Change | No Change | No Change | No Change | No Change | |
| Retirees Insurance Payments | No Change | No Change | No Change | No Change | No Change | |
| | 60 | 75 | 135 | 0 | 135 | |
| | COLUMN TOTAL ENTER BOX 12 | COLUMN TOTAL ENTER BOX 22 | COLUMN TOTAL ENTER BOX 35 | COLUMN TOTAL ENTER BOX 45 | COLUMN TOTAL ENTER BOX 58 | COLUMN TOTAL ENTER BOX 68 |



UNIFORM SETTLEMENT FORM

PUBLIC EMPLOYER: City of Maplewood EXCLUSIVE REPRESENTATIVE: Metro Supervisory Association UNIT: _____

First

Second

Third

Year of Contract (if applicable)

Year of Contract (if applicable)

Year of Contract (if applicable)

| Base Year 1-98 to 12-31-98 | | Year of Contract Dates 2) 1-1-99 to 12-31-99 | | Year of Contract Dates 3) 1-1-2000 to 12-31-2000 | | Year of Contract Dates 4) N/A | |
|---|-----------------------|--|-----------------------|---|-----------------------|--|-----------|
| Base Wage | 5) <u>533,166</u> | New \$ by Wage Schedule Improvement 14) | <u>13,382.47</u> | New \$ by Wage Schedule Improvement 37) | <u>16,657.92</u> | New \$ by Wage Schedule Improvement 60) | |
| Base Social Security Contribution | 5A) <u>40,787</u> | New \$ by Wage Schedule Movement 15) | <u>8,715.20</u> | New \$ by Wage Schedule Movement 38) | <u>5,054.40</u> | New \$ by Wage Schedule Movement 61) | |
| Base State or Local Retirement Contribution | 5B) <u>27,618</u> | New \$ Social Security Contribution 15A) | <u>1,690.47</u> | New \$ Social Security Contribution 38A) | <u>1,660.99</u> | New \$ Social Security Contribution 61A) | |
| Base Medical Insurance | 6) <u>3,168.09</u> | New \$ State or Local Retirement Contribution 15B) | <u>1,144.66</u> | New \$ State or Local Retirement Contribution 38B) | <u>1,124.70</u> | New \$ State or Local Retirement Contribution 61B) | |
| Base Dental Insurance | 7) <u>365.30</u> | New \$ for Medical Insurance 16) | <u>0</u> | New \$ for Medical Insurance 39) | <u>0</u> | New \$ for Medical Insurance 62) | |
| Base Life Insurance | 8) <u>96.57</u> | New \$ for Dental Insurance 17) | <u>0</u> | New \$ for Dental Insurance 40) | <u>0</u> | New \$ for Dental Insurance 63) | |
| Base Shift Differential | 9) <u>N/A</u> | New \$ for Life Insurance 18) | <u>0</u> | New \$ for Life Insurance 41) | <u>0</u> | New \$ for Life Insurance 64) | |
| Base Extra-Curricular* | 10) <u>N/A</u> | New \$ for Shift Differential 19) | <u>N/A</u> | New \$ for Shift Differential 42) | <u>N/A</u> | New \$ for Shift Differential 65) | |
| Base Deferred Compensation 11) | <u>11,700</u> | New \$ for Extra-Curricular* 20) | <u>N/A</u> | New \$ for Extra-Curricular* 43) | <u>N/A</u> | New \$ for Extra-Curricular* 66) | |
| Base Other Forms of Compensation 12) | <u>60.00</u> | New \$ for Deferred Compensation 21) | <u>1,560</u> | New \$ for Deferred Compensation 44) | <u>0</u> | New \$ for Deferred Compensation 67) | |
| Total New \$ Change from Baseline | 23) <u>26,567.80</u> | New \$ for Other Forms of Compensation 22) | <u>75</u> | New \$ for Other Forms of Compensation 45) | <u>0</u> | New \$ for Other Forms of Compensation 68) | |
| % Change from Baseline | 24) <u>4.31</u> | Total New \$ Change from Baseline | 25) <u>26,567.80</u> | Total New \$ Change from Baseline | 26) <u>24,498</u> | Total New \$ Change from Baseline | 27) _____ |
| Total First Year \$ Settlement | 25) <u>643,528.76</u> | % Change from Baseline | 24) <u>4.31</u> | % Change from Baseline | 27) <u>3.81</u> | % Change from Baseline | 70) _____ |
| Total Second Year \$ Settlement | 26) <u>643,529.96</u> | Total First Year \$ Settlement | 25) <u>643,528.76</u> | Total Second Year \$ Settlement | 28) <u>668,027.96</u> | Total Third Year \$ Settlement | 71) _____ |
| Total Baseline | 27) <u>616,960.96</u> | Total Second Year \$ Settlement | 26) <u>643,529.96</u> | Total Baseline | 29) <u>643,529.96</u> | Total Baseline | 72) _____ |
| Lump Sum Payment | 26) <u>0</u> | Total Baseline | 27) <u>616,960.96</u> | Total Baseline | 29) <u>643,529.96</u> | Total Baseline | 73) _____ |
| % Increase over Baseline | 27) <u>0</u> | Lump Sum Payment | 26) <u>0</u> | Lump Sum Payment | 29) <u>0</u> | Lump Sum Payment | 72) _____ |
| % Increase over Baseline | 28) <u>0</u> | % Increase over Baseline | 27) <u>0</u> | % Increase over Baseline | 30) <u>0</u> | % Increase over Baseline | 73) _____ |

*Applies to education units only.

LCER Supplemental Uniform Settlement Reporting Form

| | | |
|-----|--|-------------------------------|
| 101 | Public employer name | City of Maplewood |
| 102 | Contact person name | Sherrie L. Le |
| 103 | Phone number of contact person | 651-770-4527 |
| 104 | Name of exclusive representative | Metro Supervisory Association |
| 105 | Unit composition (e.g., police, clerical, comprehensive, etc.) | 1st Line Supervisors |
| 106 | Is the unit essential or non-essential? | Essential |
| 107 | Base year calculation date (from BMS Instructions, page 2) | 12-31-98 |
| 108 | Base year employees (from BMS Instructions, page 2) | 13 |
| 109 | Date mediation requested (if applicable) | N/A |
| 110 | Date strike notice given (if applicable) | N/A |
| 111 | Dates of strike (if applicable) | N/A |
| 112 | Tentative settlement date | 12-11-98 |
| 113 | Date arbitration requested (if applicable) | N/A |
| 114 | Name of arbitrator (if applicable) | N/A |
| 115 | Date of first arbitration hearing (if applicable) | N/A |
| 116 | Date final briefs filed (if applicable) | N/A |
| 117 | Date of award (if applicable) | N/A |
| 118 | Name of county(ies) within which your jurisdiction is located | Ramsey |
| 119 | Regional development number (if available) | |

Agenda No. G9 cont...

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

DATE: February 2, 1999

TO: Mike McGuire
City Manager

FROM:  Sherrie Le
Human Resource Director

SUBJECT: Proposed Settlement - LELS Local #153

I have attached the proposed two-year negotiated contract settlement between the City and LELS Local #153 representing the police officers. This settlement has been ratified by their membership. In addition, I have included the Bureau of Mediation Services Uniform Settlement Document. By Law, this must be presented to the City Council with the proposed settlement.

Approval of this settlement is recommended. If you have any questions, please let me know.

**CITY OF MAPLEWOOD
AND
LELS #153 - POLICE OFFICERS**

**CONTRACT NEGOTIATIONS
TENTATIVE SETTLEMENT
December 30, 1998**

1. Wages and Duration: Two year contract; 2% January 1, 1999; 1% July 1, 1999; 3% January 1, 2000.
2. Deferred Compensation: Increase to \$85 per month in 1999; remain at \$85 per month in 2000.
3. Retain the longevity pay system currently in place; increase the 4 year rate by \$10 to \$92.32, increase the 8 year rate by \$20 to \$157.20, increase the 12 year rate for affected employees by \$30 to \$222.08, increase the 16 year rate for affected employees by \$40 to \$286.96. (Article XXI)
4. Article IX Seniority - revise as follows:

Revise 9.5 to read:

"By October 1st of each year the Employer shall post for bid the shifts for the following calendar year, for two periods, January through June and July through December. Employees shall finish their bidding for shifts by November 1st. Such shift bidding shall be implemented by January 1st. If the Employer determines different staffing levels are needed on any shift, the shifts may be rebid in the interim periods as determined necessary by the Employer."

Revise 9.6 to read:

"Employees may select two continuous vacation periods by seniority in the fall for the following calendar year. The first choice shall be selected from a posting posted by November 2nd. Such selection shall be completed by November 30th. The second choice shall be selected from a posting posted by December 1st. Such selection shall be completed by December 31st. There shall be no second choice bids until first choice bids have been completed. Employees shall bid in a timely manner. After December 31st, vacations shall be bid on a first come, first served basis."

5. Article XIX

Revise to read:

“The Employer shall provide required uniform and equipment items, but not to exceed \$600 per year. Up to \$200 can be carried over from the previous year, if unspent, to be spent on major purchases (those not normally purchased on an annual basis, e.g. jackets, boots etc.). Up to \$425 per officer for plainclothes officers will be reimbursed for necessary items that are purchased in Maplewood.”

“The Employer will reimburse officers \$45 of the cost of peace officer license renewal.”

6. Article XIV

Revise to read:

“Employees who are required to appear in Court during their scheduled off-duty time shall receive a minimum of three hours pay at one and one-half times the employee’s base pay rate. An extension or early report to a regularly scheduled shift for Court appearance does not qualify the employees for the three hours minimum.”

7. Article X

Revise to add new 10.7 as follows:

“The Employer will remove old disciplinary letters after five years if no further discipline, above that of a verbal reprimand, has occurred within that five year period.”

8. Appendix A

Revise to add 2 ©

“Based on requirements in the Federal Fair Labor Standards Act (FLSA), Dog Handlers will be paid thirty (30) minutes each calendar day at time and one-half their regular rate of pay for care, maintenance, and training of the officer’s dog. Whenever an officer’s dog is placed in a kennel, the additional compensation (30 minutes at time and one-half) will not apply for that day(s).”

The officer must notify his/her supervisor whenever the dog is placed in a kennel prior to submitting a timecard for that pay period. The kennel fee, if there is a fee, will be paid by the Employer. The Employer must approve the kennel.”

“Any time in excess of thirty (30) minutes per day needed for care, maintenance, or training of the officer’s dog must be authorized in advance by the Chief of Police or his/her designee. In the event that the FLSA requirements no longer apply, then the method of compensation for dog handlers would immediately revert back to the 4% differential over top patrol.”

9. Article IX Seniority

9.1 is amended as follows:

“Seniority shall be determined by the employee’s start date in the job class, regardless of whether they were initially hired as part time or full time officers. Seniority shall be determined by the employee’s length of continuous employment with the Police Department and posted in an appropriate location.” (Last sentence the same.)

10. Appendix B

Article B-1 Vacations to be revised as follows:

B-1b. Employees may not take annual leave during the first six months of service without the approval of the employer.

SUPPLEMENTAL WORKSHEET: OTHER FORMS OF COMPENSATION

PUBLIC EMPLOYER: City of Maplewood
 EXCLUSIVE REPRESENTATIVE: LELS #153
 UNIT: Police Officers

| OTHER FORMS OF COMPENSATION | NUMBER OF EMPLOYEES X OTHER COMPENSATION DOLLARS PER EMPLOYEE (A) | NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX A (B) | BOX A + B (C) | NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX C (D) | BOX C + D (E) | NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX E (F) |
|--|---|---|------------------------------|---|------------------------------|---|
| Uniform or Clothing Allowance | 1,125 | 150 | 1,275 | 0 | | |
| Payment for Additional Training or Education | No Change | No Change | No Change | No Change | | |
| Tool Allowance | No Change | No Change | No Change | No Change | | |
| Call-Back to Work Payment | No Change | No Change | No Change | No Change | | |
| Stand-By or On-Call Payment | No Change | No Change | No Change | No Change | | |
| License Payment | 0 | 480 | 480 | 480 | | |
| Payment for Separating from Employment | No Change | No Change | No Change | No Change | | |
| Retirees Insurance Payments | No Change | No Change | No Change | No Change | | |
| | 1,125 | 630 | 1,755 | 480 | | |
| | COLUMN TOTAL ENTER BOX 12 | COLUMN TOTAL ENTER BOX 22 | COLUMN TOTAL ENTER BOX 35 | COLUMN TOTAL ENTER BOX 45 | COLUMN TOTAL ENTER BOX 58 | COLUMN TOTAL ENTER BOX 68 |



UNIFORM SETTLEMENT FORM

PUBLIC EMPLOYER: City of Maplewood EXCLUSIVE REPRESENTATIVE: L.E.L.S. Local #153 UNIT: Police Officers

| Base Year | | Year of Contract | | Year of Contract | | Year of Contract | | | | | |
|---|------------------------|--|---------------------|--|-------------------------|--|---------------------|--|-----------|--|-------|
| 1-1-98 to 12-31-98 | | 1-1-99 to 12-31-99 | | 1-1-2000 to 12-31-2000 | | Third | | | | | |
| Dates 1) 1-1-98 to 12-31-98 | | Dates 2) 1-1-99 to 12-31-99 | | Dates 3) 1-1-2000 to 12-31-2000 | | Dates 4) N/A | | | | | |
| Base Wage | 5) <u>1,471,870.40</u> | New \$ by Wage Schedule Improvement 14) | <u>36,943.95</u> | Base Wage | 28) <u>1,551,770.39</u> | New \$ by Wage Schedule Improvement 37) | <u>46,553.11</u> | Base Wage | 51) _____ | New \$ by Wage Schedule Improvement 60) | _____ |
| New \$ by Wage Schedule Movement 15) | <u>42,956.04</u> | Base Social Security Contribution 5A) | <u>112,598.09</u> | Base Social Security Contribution 28A) | <u>18,710.43</u> | New \$ Social Security Contribution 38A) | <u>4,943.88</u> | Base Social Security Contribution 51A) | _____ | New \$ Social Security Contribution 61A) | _____ |
| New \$ State or Local Retirement Contribution 5B) | <u>76,242.89</u> | New \$ State or Local Retirement Contribution 15B) | <u>4,138.82</u> | Base State or Local Retirement Contribution 28B) | <u>80,331.71</u> | New \$ State or Local Retirement Contribution 38B) | <u>3,347.62</u> | Base State or Local Retirement Contribution 51B) | _____ | New \$ State or Local Retirement Contribution 61B) | _____ |
| Base Medical Insurance 6) | <u>112,609.68</u> | New \$ for Medical Insurance 16) | <u>0</u> | Base Medical Insurance 29) | <u>112,609.68</u> | New \$ for Medical Insurance 39) | <u>0</u> | Base Medical Insurance 52) | _____ | New \$ for Medical Insurance 62) | _____ |
| Base Dental Insurance 7) | <u>10,790.40</u> | New \$ for Dental Insurance 17) | <u>0</u> | Base Dental Insurance 30) | <u>10,790.40</u> | New \$ for Dental Insurance 40) | <u>0</u> | Base Dental Insurance 53) | _____ | New \$ for Dental Insurance 63) | _____ |
| Base Life Insurance 8) | <u>162.56</u> | New \$ for Life Insurance 18) | <u>0</u> | Base Life Insurance 31) | <u>162.56</u> | New \$ for Life Insurance 41) | <u>0</u> | Base Life Insurance 54) | _____ | New \$ for Life Insurance 64) | _____ |
| Base Shift Differential 9) | <u>0</u> | New \$ for Shift Differential 19) | <u>0</u> | Base Shift Differential 32) | <u>0</u> | New \$ for Shift Differential 42) | <u>0</u> | Base Shift Differential 55) | _____ | New \$ for Shift Differential 65) | _____ |
| Base Extra-Curricular* 10) | <u>0</u> | New \$ for Extra-Curricular* 20) | <u>0</u> | Base Extra-Curricular* 33) | <u>0</u> | New \$ for Extra-Curricular* 43) | <u>0</u> | Base Extra-Curricular* 56) | _____ | New \$ for Extra-Curricular* 66) | _____ |
| Base Deferred Compensation 11) | <u>30,720</u> | New \$ for Deferred Compensation 21) | <u>1,920</u> | Base Deferred Compensation 34) | <u>32,640</u> | New \$ for Deferred Compensation 44) | <u>0</u> | Base Deferred Compensation 57) | _____ | New \$ for Deferred Compensation 67) | _____ |
| Base Other Forms of Compensation 12) | <u>1,125</u> | New \$ for Other Forms of Compensation 22) | <u>630</u> | Base Other Forms of Compensation 35) | <u>1,755</u> | New \$ for Other Forms of Compensation 45) | <u>480</u> | Base Other Forms of Compensation 58) | _____ | New \$ for Other Forms of Compensation 68) | _____ |
| Total New \$ Change from Baseline 23) | <u>92,701.16</u> | % Change from Baseline 24) | <u>5.10</u> | Total New \$ Change from Baseline 46) | <u>73,397.33</u> | % Change from Baseline 47) | <u>3.85</u> | Total New \$ Change from Baseline 69) | _____ | % Change from Baseline 70) | _____ |
| Base Year Total Baseline 13) | <u>1,816,119.02</u> | Total First Year \$ Settlement 25) | <u>1,908,820.18</u> | Base Year Total Baseline 36) | <u>1,908,820.17</u> | Total Second Year \$ Settlement 48) | <u>1,982,217.50</u> | Base Year Total Baseline 59) | _____ | Total Third Year \$ Settlement 71) | _____ |
| Lump Sum Payment 26) | <u>0</u> | Lump Sum Payment 49) | <u>0</u> | Lump Sum Payment 72) | _____ | % Increase over Baseline 27) | <u>0</u> | Lump Sum Payment 73) | _____ | % Increase over Baseline 73) | _____ |

*Applies to education units only.

LCER Supplemental Uniform Settlement Reporting Form

| | | |
|-----|--|-------------------|
| 101 | Public employer name | City of Maplewood |
| 102 | Contact person name | Sherrie L. Le |
| 103 | Phone number of contact person | 651-770-4527 |
| 104 | Name of exclusive representative | LELS #153 |
| 105 | Unit composition (e.g., police, clerical, comprehensive, etc.) | Police Officers |
| 106 | Is the unit essential or non-essential? | Essential |
| 107 | Base year calculation date (from BMS Instructions, page 2) | 12-31-98 |
| 108 | Base year employees (from BMS Instructions, page 2) | 32 |
| 109 | Date mediation requested (if applicable) | N/A |
| 110 | Date strike notice given (if applicable) | N/A |
| 111 | Dates of strike (if applicable) | N/A |
| 112 | Tentative settlement date | 12-21-98 |
| 113 | Date arbitration requested (if applicable) | N/A |
| 114 | Name of arbitrator (if applicable) | N/A |
| 115 | Date of first arbitration hearing (if applicable) | N/A |
| 116 | Date final briefs filed (if applicable) | N/A |
| 117 | Date of award (if applicable) | N/A |
| 118 | Name of county(ies) within which your jurisdiction is located | Ramsey |
| 119 | Regional development number (if available) | |

AGENDA REPORT

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

DATE: February 2, 1999

TO: Mayor and City Council

FROM: City Manager 

SUBJECT: NON-UNION GENERAL WAGE INCREASE

The City is attempting to negotiate multi-year contracts with all bargaining units. A settlement has been reached with the Metro Supervisory Association that calls for a two year contract with a 2% increase retroactive to 1-1-99, a 1% increase effective 7-1-99 and a 3% increase effective 1-1-2000. The Sergeants received a 2% increase 1-1-99 and will receive an additional 1% on 7-1-99. Their agreement expires 12-31-2000.

Negotiations with AFSCME are in process. We reached a tentative agreement with the Police Officer's union on December 30, 1998 which was ratified by the members. This agreement contains the same salary adjustments as MSA.

We propose to provide the same increase for non-union employees for each year (1999-2000) so we retain internal equity among the groups.

The non-union positions are:

- | | | |
|---------------------|--------------------------|-------------------------|
| City Manager | Assistant to the Manager | Police Chief |
| Finance Director | City Clerk | Public Works Director |
| Park & Rec Director | Community Devel Director | Police Captain |
| Emergency Mgmt Dir. | Asst Emerg Mgmt Director | Fire Chief |
| Admin. Asst-Pol. | MIS Coordinator | Executive Secretary |
| Community Ctr Mgr | Fire Marshal I & II | Human Resource Director |
| Payroll Technician | Admin. Asst. - COS | Police Lieutenant |
| MIS/GIS Technician | Rec. Prgm. Manager | Rec. Prgm. Coord. II |
| Asst. Finance Dir. | Accting Supv. | Public Works Coord. |

We added a new provision in the MSA agreement allowing employees to convert up to one week of vacation to deferred compensation under certain circumstances. We would also like to offer that option to the non-union employees.

RECOMMENDATION

WAGES

Based on current and proposed settlements with union employees, I recommend that the non-union employees receive 2% general wage increases retroactive to 1-1-99, an additional 1% increase effective 7-1-99 and a 3% increase effective 1-1-2000.

VACATION CONVERSION

Based on language agreed to by the City and MSA, we propose the following provision for non-union regular employees.

“On December 1st of each year, full-time and regular part-time employees who are at the three week vacation accrual rate or higher, with a minimum balance of 80 hours, shall be eligible to convert up to 40 hours of unused vacation time to deferred compensation. Conversion will be at the employee’s current hourly rate as of 12-01 and will be on the basis of one hour of vacation for one hour of deferred compensation pay. Actual conversion will take place in the second payroll of the following year.”

This recommendation does not include temporary, seasonal, intermittent, paid-per-call, or casual part time employees. A separate resolution will be presented for Council approval to modify those wages.

UNIFORM SETTLEMENT FORM

PUBLIC EMPLOYER: City of Maplewood

EXCLUSIVE REPRESENTATIVE: _____

Metro Supervisory Association

UNIT: _____

First

Year of Contract

Dates 2) 1-1-99 to 12-31-99

Base Year

1-1-98 to 12-31-98

Second

Year of Contract (if applicable)

Dates 3) 1-1-2000 to 12-31-2000

Third

3rd Year Base

Year of Contract (if applicable)

Dates 4) N/A

| | | | | | | | | | | | | | | | | | |
|---|---|--|--|--|--|---|--|--|--|---|---|--|--|--|---|-------------------------------|---|
| 1) Base Wage | 5) <u>533,166</u> | New \$ by Wage Schedule Improvement 14) <u>13,382.47</u> | New \$ by Wage Schedule Movement 15) <u>8,715.20</u> | New \$ Social Security Contribution 15A) <u>1,690.47</u> | New \$ State or Local Retirement Contribution 15B) <u>1,144.66</u> | New \$ for Medical Insurance 16) <u>0</u> | New \$ for Dental Insurance 17) <u>0</u> | New \$ for Life Insurance 18) <u>0</u> | New \$ for Shift Differential 19) <u>N/A</u> | New \$ for Extra-Curricular 20) <u>N/A</u> | New \$ for Deferred Compensation 21) <u>1,560</u> | New \$ for Other Forms of Compensation 22) <u>75</u> | Total New \$ Change from Baseline 23) <u>26,567.80</u> | % Change from Baseline 24) <u>4.31</u> % | Total First Year \$ Settlement 25) <u>643,528.76</u> | Lump Sum Payment 26) <u>0</u> | % Increase over Baseline 27) <u>0</u> % |
| 2) Base Wage | 6) <u>3,168.09</u> | New \$ by Wage Schedule Improvement 37) <u>16,657.92</u> | New \$ by Wage Schedule Movement 38) <u>5,054.40</u> | New \$ Social Security Contribution 38A) <u>42,478</u> | New \$ State or Local Retirement Contribution 38B) <u>1,124.70</u> | New \$ for Medical Insurance 39) <u>0</u> | New \$ for Dental Insurance 40) <u>0</u> | New \$ for Life Insurance 41) <u>0</u> | New \$ for Shift Differential 42) <u>N/A</u> | New \$ for Extra-Curricular 43) <u>N/A</u> | New \$ for Deferred Compensation 44) <u>0</u> | New \$ for Other Forms of Compensation 45) <u>0</u> | Total New \$ Change from Baseline 46) <u>24,498</u> | % Change from Baseline 47) <u>3.81</u> % | Total Second Year \$ Settlement 48) <u>668,027.96</u> | Lump Sum Payment 49) <u>0</u> | % Increase over Baseline 50) <u>0</u> % |
| 3) Base Social Security Contribution 51A) _____ | 4) Base State or Local Retirement Contribution 51B) _____ | 5) Base Wage | 6) Base Medical Insurance 52) _____ | 7) Base Dental Insurance 53) _____ | 8) Base Life Insurance 54) _____ | 9) Base Shift Differential 55) _____ | 10) Base Extra-Curricular* 56) _____ | 11) Base Deferred Compensation 57) _____ | 12) Base Other Forms of Compensation 58) _____ | 13) Total New \$ Change from Baseline 59) _____ | 14) % Change from Baseline 60) _____ % | 15) Total Third Year \$ Settlement 61) _____ | 16) Lump Sum Payment 62) _____ | 17) % Increase over Baseline 63) _____ % | | | |

*Applies to education units only.
5-18-94



AGENDA REPORT

TO: Ken Haider, City Engineer 

FROM: Lance Lundsten, Public Works Coordinator

SUBJECT: Staff car replacement

DATE: January 15, 1999

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

The 1999 capital outlay contains an amount of \$16,000.00 for replacement of a 1988 Chevrolet Corsica (Community Development staff car). Staff has requested the automobile be replaced with a half-ton 2 wheel drive pick-up, which is a more practical vehicle for their use. Eggebrecht Chevrolet, of Duluth, has been awarded the state contract to provide these vehicles. The cost of the vehicle is \$15,265.00 plus sales tax of \$992.23, \$25.00 license and registration, and \$70.00 delivery for a total cost of \$16,352.23. The 1988 Corsica will be sold at the state auction after delivery of the new vehicle.

Request Council authorization to: enter into a contract with Eggebrecht Chevrolet, under state contract #421928, for the purchase of a 1999 Chevrolet half-ton 2 wheel drive pick-up in the amount of \$16,352.23 and dispose of the 1988 Chevrolet Corsica at state auction.

:meo

AGENDA REPORT

Action by Council:

TO: City Manager

Endorsed _____

FROM: Assistant City Engineer 

Modified _____

Rejected _____

Date _____

SUBJECT: Project 98-12, Pleasantview Park Neighborhood Streets—Public Hearing and Order Improvement

DATE: February 1, 1999

Staff has held two meetings with the neighborhood. On January 11, 1999, the city council accepted the feasibility study for this project and ordered the public hearing to take testimony from the interested parties.

Included in the council agenda packets are the public hearing booklets with the estimated amounts proposed to be assessed for each property.

The estimated cost of the project is \$283,000. It is proposed that the benefited properties be assessed approximately \$121,800 (43%) of the project costs on a buildable unit basis. The remainder, \$161,200 (57%) would be contributed by the city from general funds.

Staff is prepared to begin with plans and specifications if the council directs the process to continue. Staff will hold an open house with the neighborhood to discuss the plans when they are near completion. When completed, plans shall be brought back to the council for their approval.

Staff recommends that the city council approve the attached resolution directing the city engineer to proceed with the final plans for the Pleasantview Park Neighborhood Street Improvements, Project 98-12.

CMC

jc
Attachments

RESOLUTION

ORDERING IMPROVEMENT AFTER PUBLIC HEARING

WHEREAS, a resolution of the city council adopted the 11th day of January, 1999, fixed a date for a council hearing on the proposed improvement of the Pleasantview Park Neighborhood Streets, City Project 98-12,

AND WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was duly held on February 8, 1999, and the council has heard all persons desiring to be heard on the matter and has fully considered the same;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, as follows:

1. That it is necessary, cost-effective and feasible, as detailed in the feasibility report, that the City of Maplewood improve the Pleasantview Park Neighborhood Streets, City Project 98-12.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 8th day of February, 1999.
3. The city engineer is designated engineer for this improvement and is hereby directed to prepare final plans and specifications for the making of said improvement.
4. The finance director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project. A project budget of \$283,000 shall be established. The proposed financing plans is as follows:

| | |
|-------------------|---------------|
| Assessments | \$121,800 |
| City contribution | <u>16,200</u> |
| Total | \$283,000 |

MEMORANDUM

TO: City Manager
 FROM: Thomas Ekstrand, Associate Planner
 SUBJECT: **Conditional Use Permit and Design Review – Acorn Mini Storage**
 LOCATION: Highway 61 (old MapleLeaf Drive-in Theater property)
 DATE: January 13, 1999

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

Project Description

Mr. Ellis Gottlieb, of the Nationwide Group, is proposing to build a five-building, mini-storage facility on the old MapleLeaf Drive-in Theater site. Refer to the maps and drawings on pages 8–12. Mr. Gottlieb has submitted a thorough narrative explaining this proposal. Refer to pages 13–22.

In summary, this facility would consist of five buildings. Buildings A, B and E would be built in the first phase of construction in the spring of 1999. Buildings C and D would be built as the market demands, perhaps over the next three to five years. Building C would be added onto the north side of Building B. Refer to the site plan (separate attachment).

The proposed building sizes would be as follows:

| | | |
|------------|---|-----------------------------|
| Building A | — | 3,600 square feet, 1-story |
| Building B | — | 34,000 square feet, 2-story |
| Building C | — | 35,000 square feet, 2-story |
| Building D | — | 5,600 square feet, 1-story |
| Building E | — | 4,200 square feet, 1-story |

The proposed buildings would have exteriors of rock-face concrete block and standing-seam roof-fascia panels. Buildings B and C, the 2-story buildings, would also have windows. The north elevation of Building B would be finished with rock-face block and windows in case the future addition, Building C, is not built.

Outdoor Storage

Mr. Gottlieb proposes to provide outdoor storage on a temporary basis in the areas denoted for Buildings C and D. He explained that this is at the neighbors' request since some have RVs and boats they may wish to store there.

Requests

1. Approval of a conditional use permit (CUP) because the westerly building would be 218 feet from the residential property to the rear. Code requires a CUP for buildings in an M-1 (light manufacturing) district that would be closer than 350 feet to a residential district.
2. Approval of building design, site and landscape plans.

BACKGROUND

December 23, 1996: The city council granted a CUP for Heartland Industries to operate a shed-sales business from this site. The council also waived the lawn-irrigation requirement and approved the site plan. Refer to the minutes on page 26.

Shed-Sales CUP No Longer Valid

Section 36-444 of the city code states that "the proposed construction (for a CUP) must be substantially started or the proposed use utilized within one year of council approval or the permit shall become null and void." Heartland Industries did not begin their shed-sales operation within the first year, nor did they request or obtain a one-year time extension. This CUP, therefore, is no longer in effect.

DISCUSSION

Conditional Use Permit

This proposal meets the requirements for a CUP. This project would have little effect on the adjacent single-family homes to the west due to the 218-foot setback to the closest building. This facility would also screen and buffer the houses from the highway which would be an advantage. The adjacent neighbors, furthermore, have shown their support of this project at informational meetings the applicant has hosted.

Building Design

The proposed buildings would be attractive and the applicant has met with the neighbors several times to assure that they would be satisfied with the view from their homes. Mr. Gottlieb stated that he gave the neighbors the option to select building colors. He said they have not done so yet, but they would like to see beige or brown tones.

Landscaping and Screening

The site should be sufficiently screened by the proposed trees and shrubs as well as by the back wall of Building E. There are also two clumps of trees on the westerly side of the site that would provide additional screening. One is on the west side of the existing pond; the other is south of this first stand of trees. It would be advantageous to preserve these trees for screening purposes if the grading limits allow.

The city code requires in-ground lawn irrigation. The applicant should provide this in the front and sides of Building A.

The city code requires that the applicant replace quality trees that are eight inches or more in caliper. Poor-quality trees like box elders, cottonwoods and poplar are exempt. The code requires that these trees be replaced up to a density of 10 trees per acre. It is not possible to tell what all the tree varieties are at this time and some may be dead. The applicant should provide a tree survey before getting a building permit which evaluates the types and sizes of trees on the site to determine code compliance and to see if additional trees are needed.

Parking

The city code does not give a parking requirement for mini-storage facilities. Staff agrees with the applicant that the number of spaces they are proposing should adequately serve their needs. In the event a shortage develops, however, the city could require that the applicant add more spaces.

Driveway Encroachment

There is an existing driveway for Zuercher Well Drilling that overlaps the applicant's site. The applicant plans to remove the encroaching portion of this driveway from his site and sod the area. Mr. Gottlieb will, however, allow a slight encroachment of Mr. Zuercher's driveway next to Mr. Zuercher's building to allow him access around the building. Staff has no objection to this as long as the two neighbors agree. Refer to the letter and enlarged site detail on pages 27–28.

Wetland Boundary and Drainage Considerations

The applicant is proposing to provide a pretreatment pond to hold storm runoff before discharge into the existing pond. The city engineer has reviewed this plan and accepted them on a preliminary basis. The final plans should be reviewed upon building permit submittal.

The city's wetland maps designate the wetland on the site as a Class-5 Wetland. The code does not require a wetland buffer easement. The applicant should, however, dedicate a drainage easement over the wetland and pretreatment pond as a condition of this CUP.

COMMISSION ACTIONS

January 4, 1998: The planning commission recommended approval of the CUP.

January 13, 1999: The community design review board recommended approval of the building design, site and landscape plans.

RECOMMENDATIONS

- A. Adopt the resolution on pages 29–30 approving a conditional use permit for a mini-storage facility on the west side of Highway 61 on the old MapleLeaf Drive-in Theater site. This permit is needed because one of the buildings would be closer than 350 feet to a residential district. The city bases the approval on the findings required by code and is subject to the following conditions:
1. All construction shall follow the site plan approved by the city date-stamped November 25, 1998.
 2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
 3. The city council shall review this permit in one year.

4. The city council may require additional parking in the future if the council determines that there is a need for additional parking on the site.
 5. Outdoor storage is permitted on the area proposed for Building C, provided it is screened from the west and north by a six-foot-tall decorative screening fence. The outdoor storage in this area shall be reevaluated when Building C is proposed for construction.
 6. The applicant shall dedicate a drainage easement over all wetland areas and the proposed pretreatment pond, subject to the city engineers approval.
 7. The hours of operation shall be as proposed by the applicant on page 19 of the staff report.
 8. The lighting on the north and south sides of the site shall be post-mounted and shine toward the site.
- B. Approve the site plan date-stamped November 25, 1998, the landscape plans date-stamped January 12, 1999, the building elevations date-stamped December 2, 1998 and the site lighting and civil drawings date-stamped December 2, 1998 for the Acorn Mini-Storage Facility on the west side of Highway 61 on the old MapleLeaf Drive-in Theater site, based on the findings required by the code. The property owner shall:
1. Repeat this review in two years if the city has not issued a building permit for this project.
 2. Provide the following for staff approval before the city issues a building permit:
 - a. A grading, drainage, utility and erosion control plan to the city engineer for approval. The erosion control plan shall comply with ordinance requirements. The existing cast-iron sanitary sewer pipe, which served the old house on the property, shall be severed and terminated at the street right-of-way.
 - b. A tree survey identifying quality trees on the site that are eight inches or more in caliper. Staff may require additional trees for code compliance.
 - c. A building-color scheme consisting of neutral colors.
 - d. A fence design plan for the screening fence around the outdoor storage area.
 3. Complete the following before occupying the building:
 - a. Replace property irons that are removed because of this construction.
 - b. Restore and sod damaged boulevards. Restore and seed or sod any and all disturbed ground such as the areas of blacktop removal and the future building pads for Buildings C and D. Remove all old driveway entrances and restore with sod.
 - c. Install a handicap-parking sign for the handicap-parking space.

- d. Screen all roof-mounted equipment visible from adjacent residential properties. Such equipment visible on non-residential sides must be painted to match the building.
 - e. Construct a trash dumpster enclosure if there will be any outdoor storage of refuse. The enclosures must match the building in color and materials. There must be a closeable gate that is 100% opaque.
 - f. Install an in-ground sprinkler system for all lawn areas on the front and sides of Building A.
 - g. Provide site-security lighting that is directed or shielded so not to cause any lighting nuisance for adjacent property owners or drivers.
4. If any required work is not done, the city may allow temporary occupancy if:
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives cash escrow for the required work. The amount shall be 200 percent of the cost of the unfinished work. Any unfinished landscaping shall be completed by June 1 if the building is occupied in the fall or winter, or within six weeks of occupancy if the building is occupied in the spring or summer.
 - c. The city receives an agreement that will allow the city to complete any unfinished work.
 5. Comply with any requirements of MnDot for access to the frontage road.
 6. All work shall follow the approved plans. The director of community development may approve minor changes.
 7. There shall not be any outdoor storage permitted in the area designated for Building D.

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 4.46 acres
Existing land use: undeveloped

SURROUNDING LAND USES

North: Zuercher Well Drilling
South: Northernaire Motel
West: Single dwellings
East: Highway 61

PLANNING

Land Use Plan designation: M-1 (light manufacturing)
Zoning: M-1

Ordinance Requirements

Section 36-187(b) states that no building or exterior use, except parking, may be erected, altered or constructed within 350 feet of a residential district without a CUP.

Section 36-442(a) states that the city council must base approval of a CUP on nine standards for approval. Refer to findings one through nine in the resolution on pages 29–30.

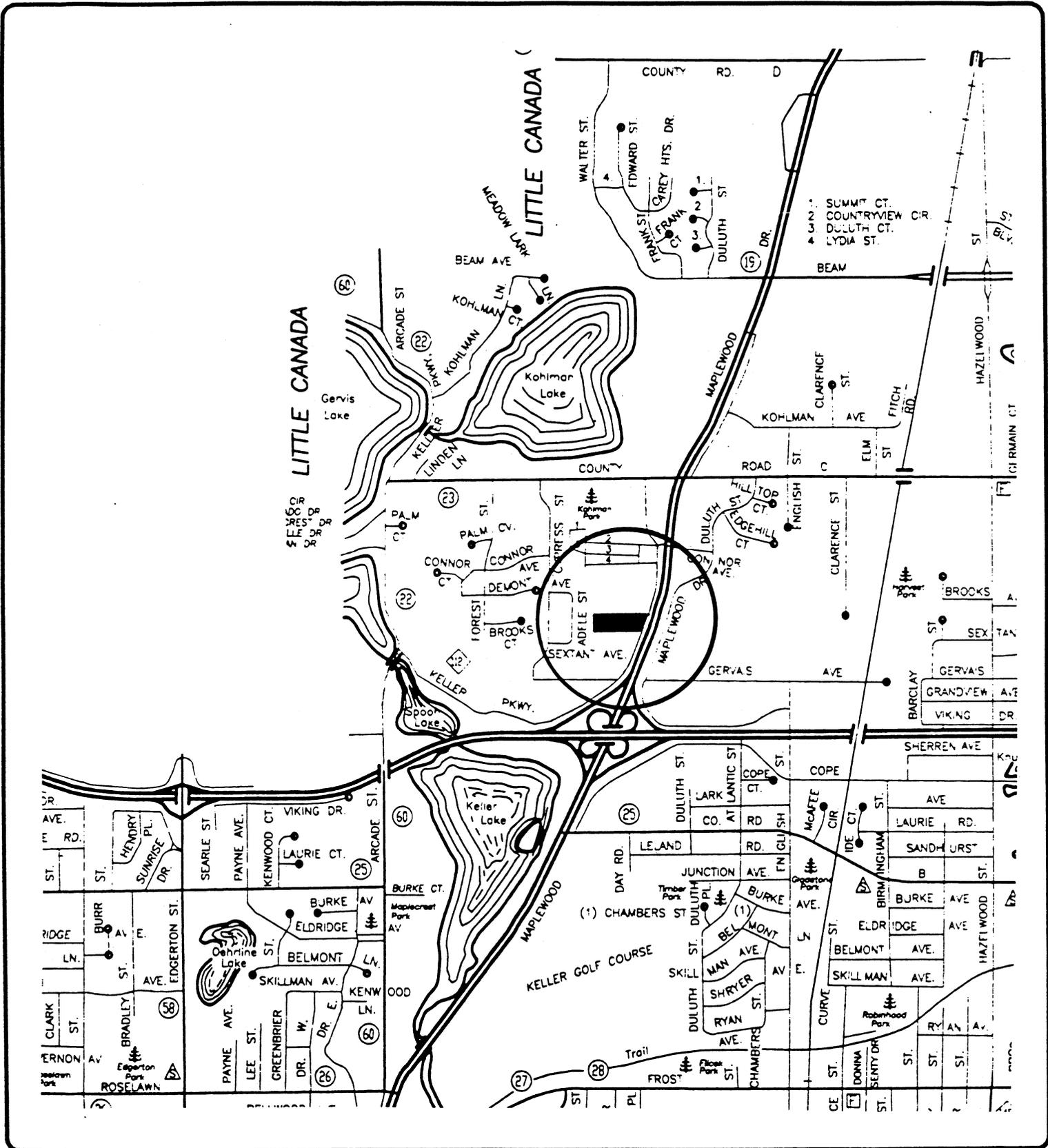
Section 25-70 of the city code requires that the CDRB make the following findings to approve plans:

1. That the design and location of the proposed development and its relationship to neighboring, existing or proposed developments and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood; that it will not unreasonably interfere with the use and enjoyment of neighboring, existing or proposed developments; and that it will not create traffic hazards or congestion.
2. That the design and location of the proposed development is in keeping with the character of the surrounding neighborhood and is not detrimental to the harmonious, orderly and attractive development contemplated by this article and the city's comprehensive municipal plan.
3. That the design and location of the proposed development would provide a desirable environment for its occupants, as well as for its neighbors, and that it is aesthetically of good composition, materials, textures and colors.

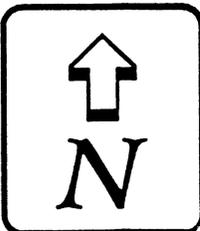
p:\sec9\acorn.2

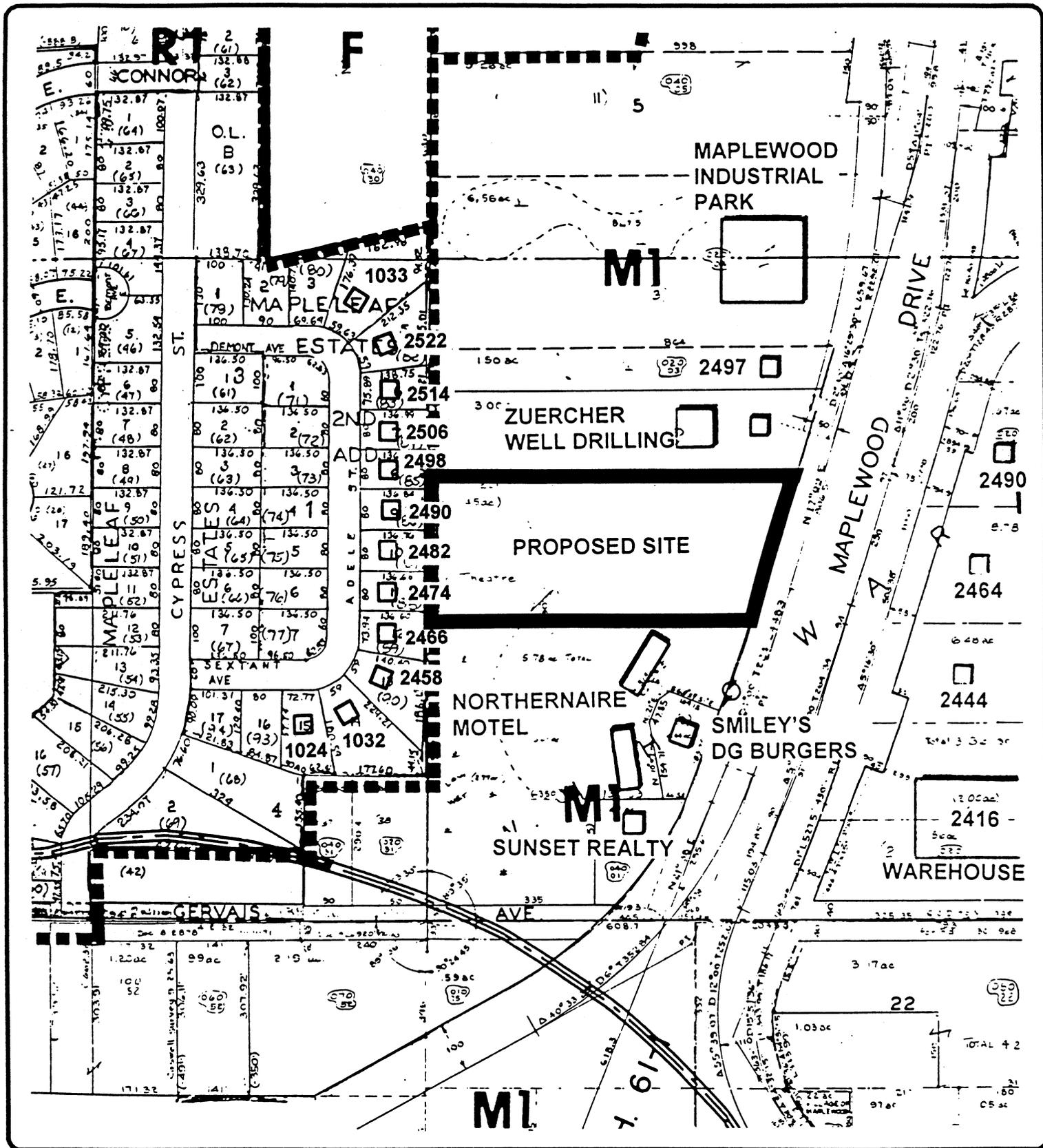
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Building Elevation Reductions (2 pages)
5. Applicant's Narrative of Project Description (10 pages)
6. Applicant's Conditional Use Permit Justification (3 pages)
7. December 23, 1996 Council Minutes (Shed Sales CUP)
8. Letter to Al Zuercher dated December 24, 1998 (2 pages)
9. CUP Resolution (2 pages)
10. Site Plan date-stamped November 25, 1998 (separate attachment)
11. Building Elevations date-stamped December 2, 1998 (separate attachment)
12. Civil Drawings date-stamped December 2, 1998 (separate attachment)
13. Landscape Plan date-stamped January 12, 1999 (separate attachment)

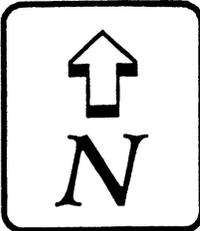


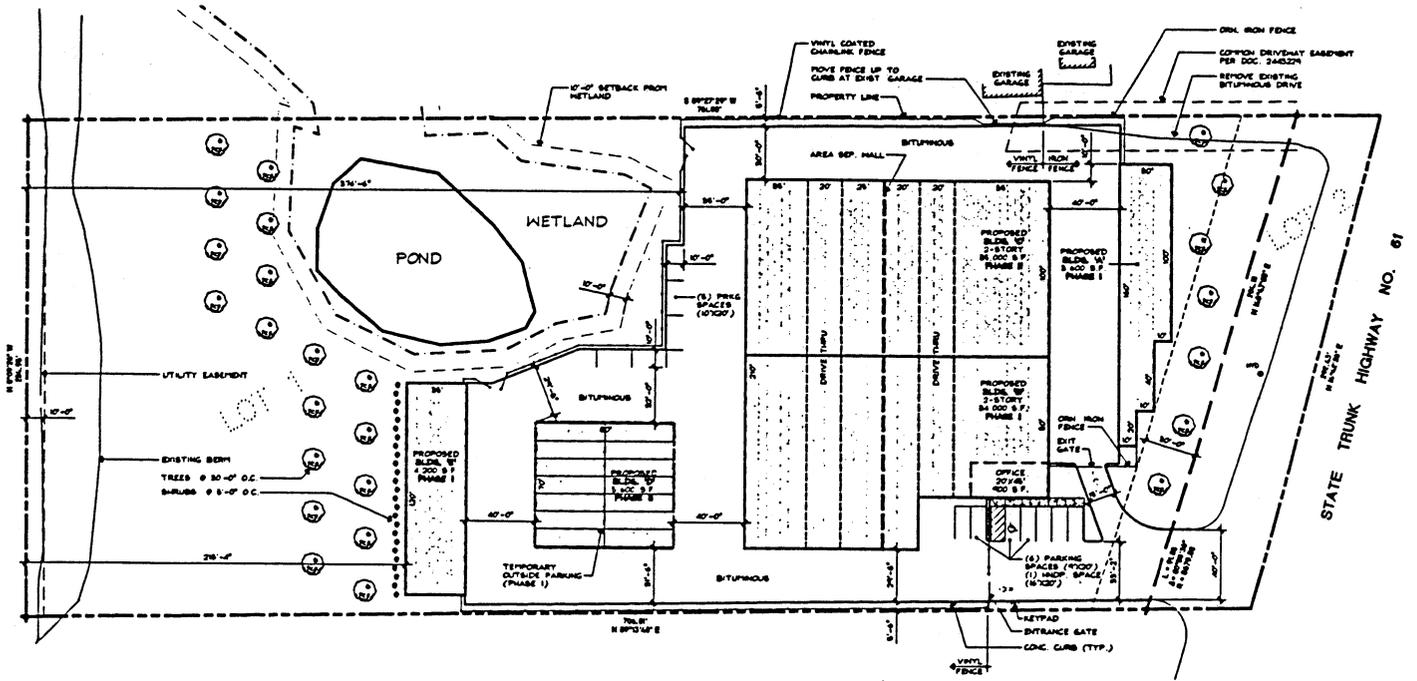
LOCATION MAP





PROPERTY LINE / ZONING MAP





SITE PLAN



BACKGROUND

The purpose of this background paper is to outline our plans for a proposed phased mini storage facility in Maplewood. Nationwide Group, the developer, has secured an option for a property along the west side of Highway 61, north of Highway 36 having a street address of 2457-71 Maplewood Drive. The site is the former Maple Leaf Drive-In Theater site.

This 4.46-acre site is currently zoned M1 which allows for the development of a variety of commercial/industrial/warehouse and other uses. Many of these allowed uses could produce substantially higher traffic counts, have longer operating hours and could have a much more dramatic impact on the surrounding area than the proposed mini storage development.

Nationwide has been working with the City and the neighborhood to design an attractive, responsible project with minimal impacts.

THE DEVELOPER; NATIONWIDE GROUP

Nationwide Group is a Minneapolis based real estate development and property management company. Nationwide manages approximately 940-units of residential housing as well as four Acorn Mini Storage facilities which it developed and continues to own.

Douglas M. Head founded Nationwide Group in 1972 and has extensive experience in real estate development and property management. Mr. Head was a member of the Minnesota House of Representatives and served as Attorney General for the State of Minnesota. His public sector experience and commitment for excellence were used to help shape the company he founded and still manages.

Nationwide operates Acorn Mini Storage facilities at 8625 SW Point Douglas in Cottage Grove, 2547 5th St NE in Minneapolis, 2935 Lexington Ave in Eagan, and 4652 Lyndale Ave. N. in Minneapolis. Nationwide has been developing and managing mini storage facilities for well over a decade. During this time we have learned many things, perhaps the most important being that a successful development must address the needs and concerns of the surrounding neighbors. We have made every effort to involve the adjoining neighbors in the process and look forward to working with them on outstanding issues.

MINI STORAGE CONCEPT

Mini storage, also known as self storage, refers to facilities which offer individual storage units rented on a month-to-month or short-term basis. Customers bring their own items to the facility and place them into the rented unit which the customer controls through their own lock and key. These units can either be unheated or heated. Heated units are generally referred to as climate controlled.

Prior to the storage industry going self service the storage need was partially fulfilled by warehouses operated by moving and storage companies. These warehouses provide protection against pilferage and burglary, however, the customer was charged for inventorying and handling of goods. If the customer desired to access their goods, they were charged an additional fee. In comparison, the self service storage concept offers convenient storage while offering the consumer substantial cost savings for their efforts.

Self storage units are very popular with individuals for the storage of furniture and personal belongings. Businesses use the units for storage of inventory, equipment trade fixtures and business records.

CLIMATE CONTROLLED SPACE

Heated or climate controlled space refers to self storage units which benefit from a controlled environment which eliminates the extremes of very cold, hot or humid weather. They maintain a temperature range of about 50 degrees to 80 degrees, and a humidity range of 30 percent to 60 percent.

This type of unit is popular with businesses seeking to store files, companies and individuals storing electronic equipment or computer files and persons who wish to avoid the temperature extremes when visiting their stored goods.

A portion of the second floor of Building B will contain climate controlled space.

OUTSIDE STORAGE

Outside storage is not an essential part of our business. Some neighbors have expressed an interest in outside storage as a place to park their boats and RVs. We do not plan on offering this type of storage unless approved by the city and the neighbors. If permitted we would ask that outside storage for boats and RVs be allowed on a temporary basis in areas reserved for Buildings C & D. Once these building were built the outside storage would be eliminated. Outside storage could be granted under a Conditional Use Permit which could be revoked at any time if the neighbors were not satisfied with our ability to screen this type of use.

PROPOSED IMPROVEMENTS

Development plans call for a phased development. At build out we anticipate a total of 500 to 600 units. The project would consist of four buildings, three of which would be one-story. The two-story building would be set-back from the residential homeowners. The side of the building facing the homeowners would be constructed on architectural masonry with no openings. This one-story building would also serve to screen the other buildings in the development.

Phase I which could be constructed as early as the spring of 1999 would consist of Buildings A, B and E. All landscaping would be done in conjunction with Phase I. Phase II (Buildings C & D) would be built when demand warrants. Perhaps over the following three to five years.

SECURITY

The issue of security is as important to us as it is to the neighborhood. It is perhaps the most important aspects of the mini storage business. *If customers do not have confidence in the facility they will not rent space from us.* Some survey results show consumers place a greater emphasis on security over price. *When designed properly mini storage facilities are as safe and secure as other types of developments.*

Our Cottage Grove facility which has similar demographics to the proposed Maplewood site has **never** had a break-in in recent memory despite the fact that it does not have a state-of-the-art security system as proposed for this facility.

SECURITY POLICIES & MEASURES

Our company invests heavily in security equipment which when combined with our security measures produces the highest possible level of security. Having been in the mini storage business for over a decade, we have gained valuable insight into these security methods. A sampling of our security program is summarized below:

Every customer is required to show a valid form of photo identification before we will enter into a lease. A copy of the customer's photo ID is kept in our permanent file. This process discourages persons with bad intentions from renting space as they know their photo ID is on record.

The facility will have a state-of-the-art video surveillance system with at least eight closed circuit cameras tied into a 170-hour VCR recorder.

Cameras are placed to document all activities.

A security camera in the office lets customers know we take security seriously.

The office will have a security system continuously monitored by Floyd security services.

An electronic front gate tied into a computer keeps a permanent record of each tenant's activities showing the time each customer entered and left the facility. The electronic gate prohibits unauthorized persons from gaining access to the grounds.

The electronic gate will be programmed to prohibit anyone, even customers, from gaining access to the facility after hours.

Vacant units are kept locked. This practice discourages thieves from checking out what they think are units which customers forgot to lock.

The perimeter of the facility will be lit after dark. Special sodium lighting is used to prevent any light and glare spilling onto adjacent properties.

Perhaps the most effective, and expensive, security measure is individual door alarms. Each unit will have its own alarm which will be monitored 24-hours a day by a professional security system. In the event of a break-in the police will be notified immediately.

As a professional company we are constantly implementing the latest security techniques including retrofitting existing facilities. Our managers receive constant training in security measures. They make daily inspections of the property and monitor all activities within the facility.

TRAFFIC

According to Institute of Traffic Engineers (ITE) literature, *mini storage generates significantly less traffic than other uses permitted in the M1 zone.*

To better address the issue of traffic we researched traffic counts from our mini storage facility in Minneapolis. This facility is located on a Highway 94.

During the studied period the site averaged 29.3 cars per day. With 376 storage

units the daily traffic number can also be referenced as 7.8 cars per 100 units. The facility averaged only 28 cars per Saturday and 21 cars per Sunday.

This average daily number of 7.8 vehicles per 100 units is consistent with traffic counts supplied by the national mini storage association.

Equally as important as total traffic generation are peak period trips between the hours of 4:00 PM and 6:00 PM on weekdays. Our peak period traffic at the Minneapolis facility averages just under 5 cars per day.

A nominal portion of the total traffic count would come from moving trucks. The number of trucks entering the facility per month is substantially lower than the truck traffic a warehouse of manufacturing use would generate.

TRAFFIC COMPARISON

The proposed facility will generate far less traffic than other uses allowed in the M1 zone. The following table compares our estimated traffic numbers to those in the ITE book.

| | <u>Peak Trips</u> | <u>Daily Trips</u> |
|---|-------------------|--------------------|
| Proposed Mini Storage 600-Units (Developer Est.) | 7 | 48 |
| 50,000 SF Manufacturing | 25 | 121 |
| 50,000 SF Office Building | 130 | 500+ |
| 35,000 SF Sports Club | 45+ | 400+ |
| 25,000 SF Hardware Store | 80+ | 500+ |
| 25,000 SF Medical/Dental Clinic | 100 | 600+ |

DESIGN ELEMENTS

Architectural design is an important issue for the City, and for us. We believe an attractive building makes good sense. It tells the customers we are committed to our business and it tells the community we are a good neighbor.

Access would be from the southeastern property edge.

The front setback will have a 30 to 60 foot wide landscaped area.

Building A which faces Highway 61 will not have any doors visible from the highway. The wall facing the highway will be of architectural block with design elements including medallions and columns. This building will serve to screen the doors along the east side of Buildings B & C.

The two-story building (Buildings B& C) have been set-back 400 feet from the rear property line. The two-story building will be screened by a one-story building (Building E) with a block wall. This building has been designed to look more like an office building and contains many architectural details including columns, glass, medallions and split-block.

Customer parking was designed so that all autos are screened from the view of the residents. The notch in building B screens the parking area.

Building E will not have any doors facing the residents. This one-story building will also serve to screen the doors on Building B from the view of the residents. Design features for the rear of the building will mirror those of Building A.

LANDSCAPING

Our proposed Landscaping Plan includes trees every 30 feet along the rear property line. Bushes along the west wall of Building E will serve to compliment the trees and further screen the property.

The existing pond will remain in place.

The existing bituminous within the rear 218 feet of the property will be removed and replaced with natural ground cover.

We believe this investment shows our commitment to the neighborhood as well as our desire to develop a first class facility. All landscaping will be maintained by the project and we are prepared to submit a landscaping bond ensuring these improvements are made.

We would like the adjoining neighbors to help in the selection and location of the proposed trees and bushes along the west portion of the property.

NEIGHBORHOOD INVOLVEMENT

Our commitment to the neighborhood includes designing a project which reflects the needs and concerns of the neighborhood. We used these meetings to design a project which is acceptable to the neighbors and compliments the area.

Following are some highlights from this meeting which were incorporated into the proposed design. These items being subject to city approval.

- 1) The adjacent neighbors will be allowed to select the roof color for any roofs visible to any adjacent neighbor.
- 2) The adjacent neighbors will be allowed to approve all lighting within 250 feet of the rear property line. In no event will any lighting be allowed to spill over to the neighbors.
- 3) Gate hours will be:

| | |
|-----------------|--------------------|
| Monday-Friday | 7:00 AM to 8:00 PM |
| Saturday-Sunday | 8:00 AM to 8:00 PM |
- 4) Office hours will be:

| | |
|---------------|--------------------|
| Monday-Friday | 9:00 AM to 6:00 PM |
| Saturday | 9:00 AM to 4:00 PM |
| Sunday | Closed |
- 5) The adjoining neighbors will be allowed to select building colors for the buildings facing them.
- 6) The adjoining neighbors will be allowed to select the door colors for all doors facing them.
- 7) The facility will not have any outside public address system.
- 8) The facility will not have anyone living on-site. This will prevent late night traffic onto the site.
- 9) All blacktopping within 215 feet of the rear property line will be removed and seeded with natural ground cover.
- 10) The adjoining neighbors will be allowed to select the type and location of the trees and shrubs at the rear of the property from the options supplied by Nationwide.

- 10) The facility will have individual silent door alarms monitored by a private security firm.
- 11) Electronic gates will be used to restrict customer access after hours.
- 12) The two-story building shall be no less than 400 feet from the rear property line as shared with the neighbors.
- 13) Building D, the building closest to the neighbors, shall be no less than 215 feet from the rear property line.
- 14) Building D will be constructed as part of Phase I so as to provide screening.
- 15) The pond and wetland shall remain in place.
- 16) The existing trees and berm along the rear property line will not be touched.
- 17) The neighbors may, or may not, allow outside storage depending on our ability to screen the vehicles from the view of the neighbors.
- 18) Iron ornamental fencing will be used along the front of the property.
- 19) Vinyl coated fencing will be used along all other areas. The neighbors may select the color of this fencing.
- 20) A state-of-the-art security will be installed including:
 - * A minimum of eight security cameras;
 - * A 170-hour VCR to record the camera's activities;
 - * An electronic gate programmed to restrict access hours;
 - * A computerized system which can track and record all persons entering and exiting the site; and,
 - * An alarmed office monitored 24-hours per day.
- 21) Strict security procedures will be observed.
- 22) Customer parking areas will be screened from the residents.
- 23) The two-story building will be set back from the adjacent homeowners.

REFERENCES

During Nationwide's 25-year history we have earned a reputation of developing and managing quality projects. This includes working closely with cities and residents in the design process. We encourage you to contact other city officials to learn more about how we developed responsible mini storage facilities.

- * Cottage Grove: John Burbank, Planner: 458-2825
- * Minneapolis: Van Vorhis, Zoning Inspector: 673-5813
- * Eagan: Mike Ridley, Planner: 681-4690

Nationwide would be pleased to arrange for a tour of our facilities so you could see our facilities for yourself.

WHERE DO CUSTOMERS COME FROM?

A facility as proposed will draw heavily from the immediate area. It is reasonable to forecast that anywhere from 90 to 95%, or more, of all customers will originate from within five-miles of the site. Our business centers around homeowners and local businesses. We do not cater to "transient" business. It is our experience that transients do not have a need, nor can they afford, mini storage.

The majority (70%) of our customers are local homeowners that are seeking to store excess furniture, tools or records. They typically rent for nine to twelve months and visit the site every three months. Some of our customers are store their goods while they are moving remodeling their homes or building new homes. About 30% of our business comes from local businesses seeking to store goods, records and merchandise. Many of these merchants are small businesses such as plumbers and electricians.

CUSTOMER PARKING

Based on our twelve year's of experience in operating mini storage we have a good understanding of parking requirements. A facility of this size and type will require no more than five customer parking stalls. Because the city code requires substantially more parking we will request a variance.

SUMMARY

Since the site is actively being marketed it is safe to say the site will be developed in the future. Under the M1 zone a variety of uses are allowed which would not require a project to address local concerns. These potential developments could also have extended hours of operations along with traffic counts some four to 18

times greater than that of the proposed development. Furthermore, the neighbors may not have the same degree of input as to screening, landscaping or design.

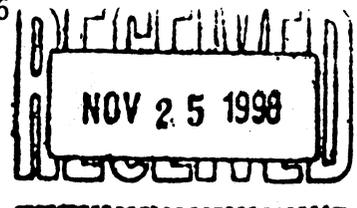
Acorn Mini Storage represents a responsible development option which addresses the needs and concerns of the community:

- * Minimal traffic generation;
- * An attractively designed facility with upgraded building materials;
- * Extensively landscaped areas;
- * Screening of buildings and parking areas;
- * A facility designed with safety in mind;
- * A two-story building which has been set-back.
- * A source of real estate taxes;
- * Limited operating hours; and,
- * A developer that is committed to work with the neighborhood.

CONTACT PERSON

Should you have any comments or questions or should you desire a tour of our existing facilities, please feel to contact:

Ellis Gottlieb, Vice President
Nationwide Group
512-7720



NATIONWIDE GROUP

1724 Douglas Drive North ♦ Golden Valley, Minnesota 55422
612.512.7720 ♦ FAX 612.512.7723

November 24, 1998

Tom Ekstrand, Associate Planner
City of Maplewood
1830 East County Road B
Maplewood, MN 55109

RE: PROPOSED ACORN MINI STORAGE
HIGHWAY 61, MAPLEWOOD MINNESOTA
SUBMITTAL

Dear Mr. Ekstrand:

Nationwide Group is pleased to submit its application for a proposed Acorn Mini Storage facility to be located along the west side of State Trunk Highway number 61 on the 4.46-acre property having an address of 2457/71 Maplewood Drive. The site is presently undeveloped as was formerly a portion of the Maple Leaf Drive-In Theater site.

Our application submittal contains the following:

- Landscaping Plan
- Site Plan
- Exterior Elevations
- Project Description Package
- City Fees
- Geotechnical Report
- Mailing List
- Boundary & Topo Survey

We are requesting city approval to construct the phased mini storage development as shown on the attached plans and as detailed in the attached literature.

- 1) The property is currently zoned M1 a designation which allows for mini storage. Surrounding uses are consistent with this zoning. The proposed development is consistent with the comprehensive plan, zoning and surrounding uses. In fact, the proposed use has

significantly less impacts than almost any other use allowed under the M1 designation. Most impacts have been eliminated or mitigated to fullest extent possible.

- 2) The proposed use would not change the character of the surrounding character of the area. We have hosted several neighborhood meetings to discuss our development plans and to incorporate the neighbors suggestions and requests into our plans. We believe we have strong neighborhood support for the proposed project as a result of our efforts.
- 3) The use will not depress property values. As a developer of mini storage facilities for the past decade we are not aware of any responsibly designed mini storage facility which has depressed property values. The nearly two-acre undeveloped area bordering the residential area will adequately screen the property from the residential area. Our building materials and design may in fact set a new design standard for the area. Several residents have remarked that the landscaping in conjunction with the set-backs and the blocking of noise from Highway 61 will be an improvement to the area.
- 4) The use and operation of the facility will not create or involve any activity, process, equipment that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance. Because the proposed use is for storage, and not manufacturing, there will be no smoke, odor, fumes, pollution, vibration, electrical interference or demand on utilities. The on-site pond will be used for water run-off. The building materials and design will ensure an attractive and complimentary facility. By limiting access to the site we can minimize any noise. Placing low-output screened lighting fixtures no less than 250 feet from the neighbors will eliminate any light and glare spilling into the neighbors.

As an established operator of mini storage facilities we invite to tour any of our properties to see how we operate and maintain our investments.

We sincerely believe the building materials, design and techniques will result in the nicest looking project in the area and will set new standards for not only the mini storage industry but for other types of industrial developments.

- 5) At buildout the use would generate less than vehicle 50 trips per day with less than 10 peak-period trips. This is dramatically less than almost any other type of use. In fact it could be anywhere from 50% to 90% less than most other allowed uses.
- 6) With no on-site living quarters and limited office hours our gas and water requirements are minimal. During daylight hours our second floor lighting is regulated by timers on switches which are activated by customers. The one-story building have no daytime lighting.

Water run-off will be handled by an on-site pond.

The nature of the operation coupled with our state-of-the-art security measures is forecast to place no additional burden on the police or fire departments.

The facility will not generate any demand on the school or park system.

7. The proposed use will not create a burden on any public facilities or services.
8. The site will have significant set-backs in the front and especially in the rear of the property. The rear of the site has over 86,304 SF (1.98-acres) of undeveloped area. This alone represents 44% of the entire site.
9. The proposed facility has been designed, and will be operated, so as to negate any adverse impacts.

We are further requesting the city grant us a parking variance based on the nature of the development. Our experience, and that of the entire mini storage business, suggests that less than six customer parking spaces are required for this size development. By limiting the number of parking spaces we can design a more attractive development with more landscaped areas.

Please free to contact me at 612.512.7720 with any comments or questions you may have.

Sincerely,

ELLIS GOTTLIEB
Vice President

1. All construction shall follow the site plan approved by the City. The Director of Community Development may approve minor changes.
2. The proposed construction must be substantially started within one year of Council approval or the permit shall become null and void. The Council may extend this deadline for one year.
3. The City Council shall review this permit in one year.
4. If there is not enough parking, the operator or property owner shall provide more spaces. The City staff must approve a plan before paving begins.
5. The operator shall keep the lawn mowed on this site.
6. The number of sheds and garages shall not exceed the number shown on the site plan.
7. Provide a portable bathroom on site for customers and sales persons.
8. The conditional use permit granted on December 23, 1996 will expire on December 31, 2001. The Council hereby establishes a 5-year amortization period on this conditional use permit.

Seconded by Councilmember Carlson

Ayes - all

In-Ground Lawn Irrigation Waiver

- g. Mayor Bastian moved to waive the in-ground lawn irrigation requirement, since the applicant has the alternative of using the neighbor's water from the lot north of this site. This waiver is conditioned upon getting written permission from this neighbor stating that they agree to provide water for lawn and plant watering. The applicant shall obtain this written agreement before any materials or sheds are placed or constructed on the property.

Seconded by Councilmember Carlson

Ayes - all

Design Approval

- h. Mayor Bastian moved to approve the site plan date-stamped October 17, 1996 for a backyard shed and garage sales business on the west side of Highway 61 on the old Mapleleaf Drive-In Theater property, subject to the applicant doing the following:
 - 1) Complete the following items or provide cash escrow or an irrevocable letter of credit to the City to guarantee the completion of the following things before the first shed is placed or constructed on the site:
 - a) Install a 24-foot-wide bituminous driveway and parking lot for four cars (one must be handicap-accessible as required by the ADA-Americans with Disabilities Act). This driveway shall follow the alignment of the southerly part of the existing gravel driveway.
 - b) Provide parking lot striping including cross-hatching an eight-foot-wide handicap-parking access-aisle and installation of a handicap-parking sign.
 - c) Install site security lighting.

TOTAL P.03



NATIONWIDE GROUP

1724 Douglas Drive North ♦ Golden Valley, Minnesota 55422
612.512.7720 ♦ FAX 612.512.7723

December 24, 1998

Mr. Al Zuercher
2483 N. Highway 61
St Paul, MN 55109

Dear Mr. Zuercher:

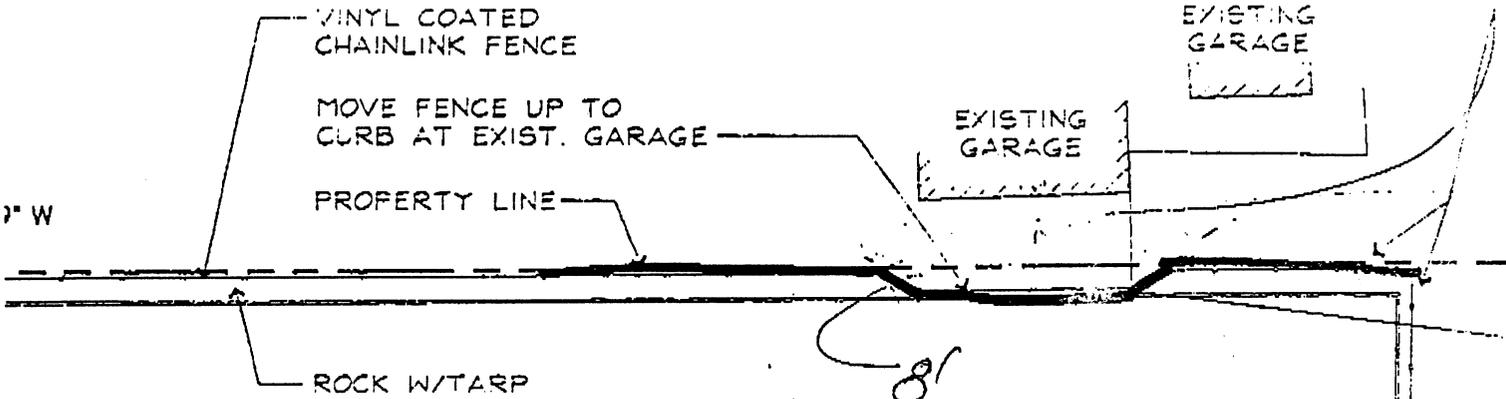
Nationwide Group is advancing its efforts to acquire and develop the property immediately south of you. I understand that you have an easement over a portion of this property which may be canceled by either party upon 60-days notice. In our previous conversations you indicated that the existing easement may be reconfigured. Please find enclosed a site plan which shows the revised easement area highlighted in yellow. The red line indicates the position of the proposed fence. The revised easement area extends approximately 8 feet into the property we are seeking to acquire.

Please call me at 612.512.7720 so that we may discuss further.

Sincerely,

ELLIS GOTTLIEB
Vice President

c: Gerry Herringer
5150 Central Ave NE
Mpls MN 55421



| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Ellis Gottlieb, of the Nationwide Group, applied for a conditional use permit to build a mini-storage facility in an M-1 (light manufacturing) district closer than 350 feet to a residential district.

WHEREAS, this permit applies to the property to the north of 2441 Highway 61. The legal description is:

PARCEL 1:

LOT 2, W. H. HOWARD'S GARDEN LOTS, EXCEPT THE WESTERLY 221 FEET THEREOF AND EXCEPT THE SOUTHERLY 90 FEET THEREOF LYING EASTERLY OF THE WESTERLY 221 FEET, SUBJECT TO HIGHWAY.

PARCEL 2:

THE SOUTHERLY 90 FEET LYING EASTERLY OF THE WESTERLY 221 FEET OF LOT 2, W. H. HOWARD'S GARDEN LOTS, SUBJECT TO RIGHTS ACQUIRED BY STATE OF MINNESOTA FOR HIGHWAY PURPOSES; AND THE WESTERLY 221 FEET OF LOT 2, W. H. HOWARD'S GARDEN LOTS.

WHEREAS, the history of this conditional use permit is as follows:

1. On January 4, 1999, the planning commission recommended that the city council approve this permit.
2. The city council held a public hearing on _____. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations of the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described conditional use permit, because:

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the city's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.

5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city date-stamped November 25, 1998.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. The city council may require additional parking in the future if the council determines that there is a need for additional parking on the site.
5. Outdoor storage is permitted on the area proposed for Building C, provided it is screened from the west and north by a six-foot-tall decorative screening fence. The outdoor storage in this area shall be reevaluated when Building C is proposed for construction.
6. The applicant shall dedicate a drainage easement over all wetland areas and the proposed pretreatment pond, subject to the city engineer's approval.
7. The hours of operation shall be as proposed by the applicant on page 19 of the staff report.
8. The lighting on the north and south sides of the site shall be post-mounted and shine toward the site.

The Maplewood City Council approved this resolution on _____ 1999.

MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JANUARY 4, 1999

IV. NEW BUSINESS

A. Acorn Mini-Storage Conditional Use Permit (West Side of Highway 61)

Ken Roberts, associate planner, presented the staff report. Mr. Roberts said, in Maplewood, any outdoor storage must be approved by conditional use permit in any zoning district. He added that there is no specific requirements and screening is subject to the conditions of the CUP. Commissioner Rossbach asked if ordinances dealing with lighting of an area and lights spilling over onto other areas applied only to those areas abutting residential. Mr. Roberts said the ordinance was for all commercial.

Commissioner Rossbach questioned the condition relating to the requirement for additional parking if it was deemed necessary in the future because there is no place to put additional parking. Mr. Roberts pointed out that parking would be available on the land where Buildings C and D will be built later. If the whole site is built as shown, there would not be room for more parking. He noted that there are at least two other mini-storage facilities along the north side of Highway 36 which have about four to six spaces at each one for additional parking. The city has not received any complaints on these sites. If there is a demonstrated need for additional parking on the first buildings, before the last one is built, Mr. Roberts said a change may be required to the building plan.

Ellis Gottlieb, of Nationwide Group, answered some of the questions raised by the commission. He said Building A would act as a buffer between the parking and Highway 61. There would be a setback of 576 feet from the west property line to this screened area. Mr. Gottlieb pointed out that, in a meeting with the area residents, they felt this setback was adequate buffering, especially since that area of the wetlands does have landscaping. He said he was willing to accept a one-year conditional use permit on the outside parking if it could not be adequately screened and policed. According to Mr. Gottlieb, Nationwide Group has outside parking at two other facilities they have owned and operated for twelve years under a conditional use permit in other communities. There has been no problem. He said they have used special high-pressure sodium lights with shields in other facilities that abut residential property and no light spills out within 50 feet of those fixtures. At the nearest point, this storage will be 220 feet from the residential area. Mr. Gottlieb has offered the area residents the authority to select and approve all lighting fixtures. He estimated that the closest light fixture will probably be 300 feet from the west property line.

Mr. Gottlieb said if there was a need for surplus parking it would be at Building D but he did not anticipate this need. Commissioner Rossbach wondered if there were any corners within the site large enough for a moving van or large truck to go around. Mr. Gottlieb assured him that the building was designed to accommodate fire trucks and the largest of moving vans. They anticipate that it would be used by two to three vans per month. Mr. Rossbach doubted that it was possible for trucks to maneuver through parts of the site.

Commissioner Rossbach expressed a concern about the lighting on the north and south side of the building. He said the plan "does show lights spilling out beyond the property line." This would affect a residence and a motel, both zoned M-1. He suggested putting the light on the property line and aiming it back toward the proposed building. Mr. Gottlieb thought that could easily be done.

Commissioner Rossbach felt a couple of the staff recommendations should be looked at. He thought the site plan to be approved should have the date mentioned, additional parking should not be located west of the existing development line as delineated on the approved plan, and it should not be recommended that the fence be a wood fence which are frequently poorly constructed and "look terrible" within a few years. He said more should be required of a fence in a commercial area. Mr. Roberts did not see how it would be possible to go west of the west building without cutting part of the building off. He said the building goes from almost up to the property line to the wetland easement edge.

Commissioner Tripler questioned whether the residents or the applicant favored a decorative wood fence. Mr. Gottlieb said the neighbors requested this. He said security was very important to the owners. He was receptive to the possibility of a chain-link fence with vinyl-coating and slats. Commissioner Rossbach suggested that some vinyl fences were very nice and looked just like wood. Mr. Gottlieb agreed and was willing to use this type of fence. Mr. Gottlieb clarified that there would be only one fence around the perimeter of the property.

Commissioner Seeber asked how the pretreatment pond would function. Mr. Gottlieb said this pond was added at the recommendation of the Ramsey Washington Watershed District. Commissioner Ledvina asked if it would be appropriate to limit the term of the conditional use permit on the outdoor storage portion that is within 350 feet of the property line to the east of Building E specifically for one year. Mr. Roberts thought he may have said something about Building B in regard to outdoor storage and he should have said the area of Building C. That lessened Mr. Ledvina's concern as it related to that setback. Commissioner Rossbach pointed out that the whole CUP would be reviewed in one year.

The commission discussed changes/additions to the staff recommendations. Consideration was given to requiring a specific fence material. Mr. Roberts suggested that a condition could be added in the recommendations to be reviewed by the community design review board. He also thought it could be left to Commissioner Ledvina, who is also a CDRB member, to bring this up at their meeting. Commissioner Rossbach said this issue frequently comes up and his opinion was that the city should look at fencing and select a certain criteria that would be required. Commissioner Thompson felt it could be the maintenance of the wood fence and not the construction that was the problem. Mr. Rossbach refuted this.

Commissioner Ledvina moved the Planning Commission recommend:

- A. Adoption of the resolution which approves a conditional use permit for a mini-storage facility on the west side of Highway 61 on the old MapleLeaf Drive-In Theater site. This permit is needed because one of the buildings would be closer than 350 feet to a residential district. The city bases the approval on the findings required by code and is subject to the following conditions:
 1. All construction shall follow the plans date-stamped November 25, 1998, building elevations date-stamped December 2, 1998, and the site lighting and civil drawings date-stamped December 2, 1998, approved by the city.

2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. The city council may require additional parking in the future if the council determines that there is a need for additional parking on the site.
5. Outdoor storage is permitted on the site for Building C provided it is screened from the west and north by a six-to-eight-foot-tall decorative screening fence designed subject to staff review. The outdoor storage in this area shall be reevaluated when Building C is proposed for construction.
6. The applicant shall dedicate a drainage easement over all wetland areas and the proposed pretreatment pond. The city engineer shall approve final design of the pond prior to construction.
7. The hours of operation shall be as proposed by the applicant. Gate hours are to be Monday-Friday, 7 a.m. to 8 p.m. and Saturday-Sunday, 8 a.m. to 8 p.m. The office hours are Monday-Friday, 9 a.m. to 6 p.m., Saturday, 9 a.m. to 4 p.m. and closed on Sunday.
8. Lighting on the north and south property shall be modified to provide the fixtures at the property boundary shining unto the buildings.

Commissioner Pearson seconded.

Commissioner Rossbach asked for a friendly amendment to add the hours of operation in A. 7. and add A. 8. to modify the lighting.

Commissioner Ledvina seconded the friendly amendment.

Ayes—all

Ayes—all

The motion passed.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JANUARY 12, 1999**

VI. DESIGN REVIEW

B. Acorn Mini-Storage Facility—Highway 61 on the old MapleLeaf Drive-in Theater Site.

Ellis Gottlieb, of the Nationwide Group, presented this proposal. The review board discussed the following issues with Mr. Gottlieb: building colors, the screening fence for the outdoor storage area, the location of outdoor storage area, landscaping and site lighting. Boardmember Ledvina, who is also a Maplewood planning commissioner, spoke about the planning commission's concerns in regard to the need for a durable fence around the outdoor storage area and the possible need for further study into the current rules and regulations for site lighting. Staff was directed to study the lighting ordinance.

Boardmember Robinson moved the Community Design Review Board:

- B. Approve the site plan date-stamped November 25, 1998, the landscape plan date-stamped January 12, 1999, the building elevations date-stamped December 2, 1998 and the site lighting and civil drawings date-stamped December 2, 1998 for the Acorn Mini-Storage Facility on the west side of Highway 61 on the old MapleLeaf Drive-in Theater site, based on the findings required by the code. The property owner shall:
1. Repeat this review in two years if the city has not issued a building permit for this project.
 2. Provide the following for staff approval before the city issues a building permit:
 - a. A grading, drainage, utility and erosion control plan to the city engineer for approval. The erosion control plan shall comply with ordinance requirements. The existing cast-iron sanitary sewer pipe, which served the old house on the property, shall be severed and terminated at the street right-of-way.
 - b. A tree survey identifying quality trees on the site that are eight inches or more in caliper. Staff may require additional trees for code compliance.
 - c. A building-color scheme consisting of neutral colors.
 - d. A fence design plan for the screening fence around the outdoor storage area.
 3. Complete the following before occupying the building:
 - a. Replace property irons that are removed because of this construction.
 - b. Restore and sod damaged boulevards. Restore and seed or sod any and all disturbed ground such as the areas of blacktop removal and the future building pads for Buildings C and D. Remove all old driveway entrances and restore with sod.

- c. Install a handicap-parking sign for the handicap-parking space.
 - d. Screen all roof-mounted equipment visible from adjacent residential properties. Such equipment visible on non-residential sides must be painted to match the building.
 - e. Construct a trash dumpster enclosure if there will be any outdoor storage of refuse. The enclosures must match the building in color and materials. There must be a closeable gate that is 100% opaque.
 - f. Install an in-ground sprinkler system for all lawn areas on the front and sides of Building A.
 - g. Provide site-security lighting that is directed or shielded so not to cause any lighting nuisance for adjacent property owners or drivers.
4. If any required work is not done, the city may allow temporary occupancy if:
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives cash escrow for the required work. The amount shall be 200 percent of the cost of the unfinished work. Any unfinished landscaping shall be completed by June 1 if the building is occupied in the fall or winter, or within six weeks of occupancy if the building is occupied in the spring or summer.
 - c. The city receives an agreement that will allow the city to complete any unfinished work.
 5. Comply with any requirements of MnDot for access to the frontage road.
 6. All work shall follow the approved plans. The director of community development may approve minor changes.
 7. There shall not be any outdoor storage permitted in the area designated for Building D.

Boardmember Ledvina seconded.

Ayes —all

The motion passed.

MEMORANDUM

TO: City Manager
 FROM: Thomas Ekstrand, Associate Planner
 SUBJECT: **Conditional Use Permit and Design Review
 – In & Out Market/Maplewood Auto Service**
 LOCATION: 743 North Century Avenue
 DATE: January 13, 1999

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

Project Description

Ray Muckala, owner of the In & Out Market and Maplewood Auto Service, is proposing to build two second-story additions on his building. The larger one (on the south side of the building) would measure 46- by 39-feet (1,794 square feet) and would be used for offices and storage. The smaller one (on the northwest corner of the car wash) would measure 27- by 33-feet (891 square feet) and would be for storage only. Refer to the maps on pages 6–8 and Mr. Muckala's letter on page 9. The proposed additions would not affect the site or the footprint of the building.

The smaller addition would have a board and batten exterior to match the back of the building. The larger addition in front would have a metal-panel exterior and would also match the building color.

Requests

The applicant is requesting:

1. A conditional use permit (CUP) to change a nonconforming use. This repair garage and fuel station is a nonconforming use because it is closer than 350 feet to residentially-zoned property. The city code prohibits "major" motor fuel stations ("major" fuel stations are those having more than two fuel dispensers) within 350 feet of a residential zoning district.
2. Approval of the architectural plans.

BACKGROUND

September 28, 1992: The city council granted a CUP for Mr. Muckala to remodel the building, enlarge the fuel island canopy and add a fuel-pump island when he began selling Holiday fuel.

DISCUSSION

Conditional Use Permit

The city council should approve the CUP revision for these additions. The purpose of the 350-foot setback in the code is to provide a buffer between major motor fuel stations and residential neighborhoods. The proposed construction, however, would not intensify the applicant's business, but would only help the applicant's operation within the building by providing more office and storage space.

Staff would have difficulty recommending approval of a building expansion proposal if it involved enlarging the footprint of the building. The two proposed additions would be visible to the neighbors, but staff does not feel they would be obtrusive.

Design Considerations

This request by the applicant gives the city the opportunity to improve the appearance of the building. Specifically, the color scheme should be updated to a uniform appearance. In the 1980s, Mr. Muckala made building renovations and developed the red and yellow color scheme shown on the south side of the building. In the early 1990s, he added the red, white and blue Holiday Station colors to the red and yellow. The community design review board has mentioned on occasion a desire for a more unified color scheme for this building. Now is an appropriate time since two new elements are proposed to be added to the structure. The applicant should propose a color scheme for the review board's approval for the total building before obtaining a building permit for either addition.

Parking Lot/Site Considerations

The applicant is not proposing any parking lot changes at this time. The parking stripes shown on the site plan were not intended to indicate a proposed restriping plan, but instead, to indicate proof-of-parking. Presently, there are enough parking spaces on site to meet the code. Since the number of parking spaces is not an issue with this request, staff is not proposing any changes. Any site work or on-grade building enlargement the applicant may propose in the future, however, would require the submittal of a fully-developed grading, drainage and paving plan for the westerly parking lot.

Outside Storage

One of Mr. Muckala's neighbors wrote a letter (see pages 10–11) complaining about "junk" kept in the fenced-in westerly parking lot. While inspecting for this proposal, I found that the northeast corner of this area has a storage pile of old tires and miscellaneous materials. This neighbor wished the city to deny the construction request. Staff feels the city should take this opportunity to require the cleanup of any discarded materials. Any useable materials should be kept inside the building or in a proper screening enclosure—not stored outside.

COMMITTEE ACTIONS

January 4, 1999: The planning commission recommended approval of the CUP.

January 13, 1999: The community design review board recommended approval of the building-design plans.

RECOMMENDATIONS

- A. Adopt the resolution on pages 12–13 approving a conditional use permit to add two second-story additions on the repair garage and fuel station at 743 N. Century Avenue. Approval is based on the findings required by ordinance and subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
 2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
 3. The city council shall review this permit in one year.
 4. Before getting a building permit, the property owner shall submit a uniform building-color scheme for approval by the community design review board.
 5. The property owner shall not pave the graveled westerly parking lot unless first submitting a fully-developed grading, drainage, paving and striping plan for the city's approval.
 6. Before getting a building permit, the property owner shall remove all debris, parts and old tires from the site.
- B. Approve the plans and building elevations date-stamped November 23, 1998 for two second-story additions on the Maplewood Auto Service building at 743 N. Century Avenue. The property owner shall comply with the following conditions:
1. Repeat this review in two years if the city has not issued a building permit for this project.
 2. Before getting a building permit, the property owner shall submit a uniform building-color scheme for approval by the community design review board.
 3. The property owner shall not pave the graveled westerly parking lot unless first submitting a fully-developed grading, drainage, paving and striping plan for the city's approval.
 4. Before getting a building permit, the property owner shall remove all debris, parts and old tires from the site.
 5. If any required work is not done, the city may allow temporary occupancy if:
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives a cash escrow or an irrevocable letter of credit for the required work. The amount shall be 200% of the cost of the unfinished work.
 6. All work shall follow the approved plans. The director of community development may approve minor changes.
 7. Any new roof-top mechanical equipment shall be screened from view from the adjacent residential properties and/or painted to match the building color if it can be seen from any other direction.

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 1.27 acres

Existing land use: Maplewood Auto Service and the In & Out Market

SURROUNDING LAND USES

North: A&W Restaurant and single dwellings

South: Minnehaha Avenue and McDonald's Restaurant

West: One Single dwelling

East: Century Avenue and Freedom Station

PAST ACTIONS (Other Stations)

The city council has approved CUPs to expand these motor fuel stations which are closer than 350 feet to residential property:

April 11, 1988: The HCO Fuel Station at 2228 Maplewood Drive added a fuel-island canopy.

July 22, 1991: Joe Fleming, at 2271 White Bear Avenue, removed his old building, fuel-island canopy and pump islands and built a new facility with a convenience store and service garages.

September 28, 1992: Ray Muckala, of the Holiday Express Station at 743 N. Century Avenue, added a pump island, enlarged his fuel-island canopy and remodeled his building.

February 14, 1994: John Fleming, at 9 N. Century Avenue south of the proposed SA station, added a new fuel-island canopy and pump islands. Mr. Fleming also received a variance to place his new canopy closer than 15 feet to Century Avenue.

March 24, 1997: The Super America station at 11 South Century Avenue removed their old building and fuel island and canopy and built a new facility.

PLANNING

Land Use Plan designation: BC (business commercial)

Zoning: BC

Code Requirements

Section 36-151(b)(9)(c) prohibits major motor fuel stations within 350 feet of a residential lot line. Section 36-17(e) allows the enlargement of a nonconforming use by CUP.

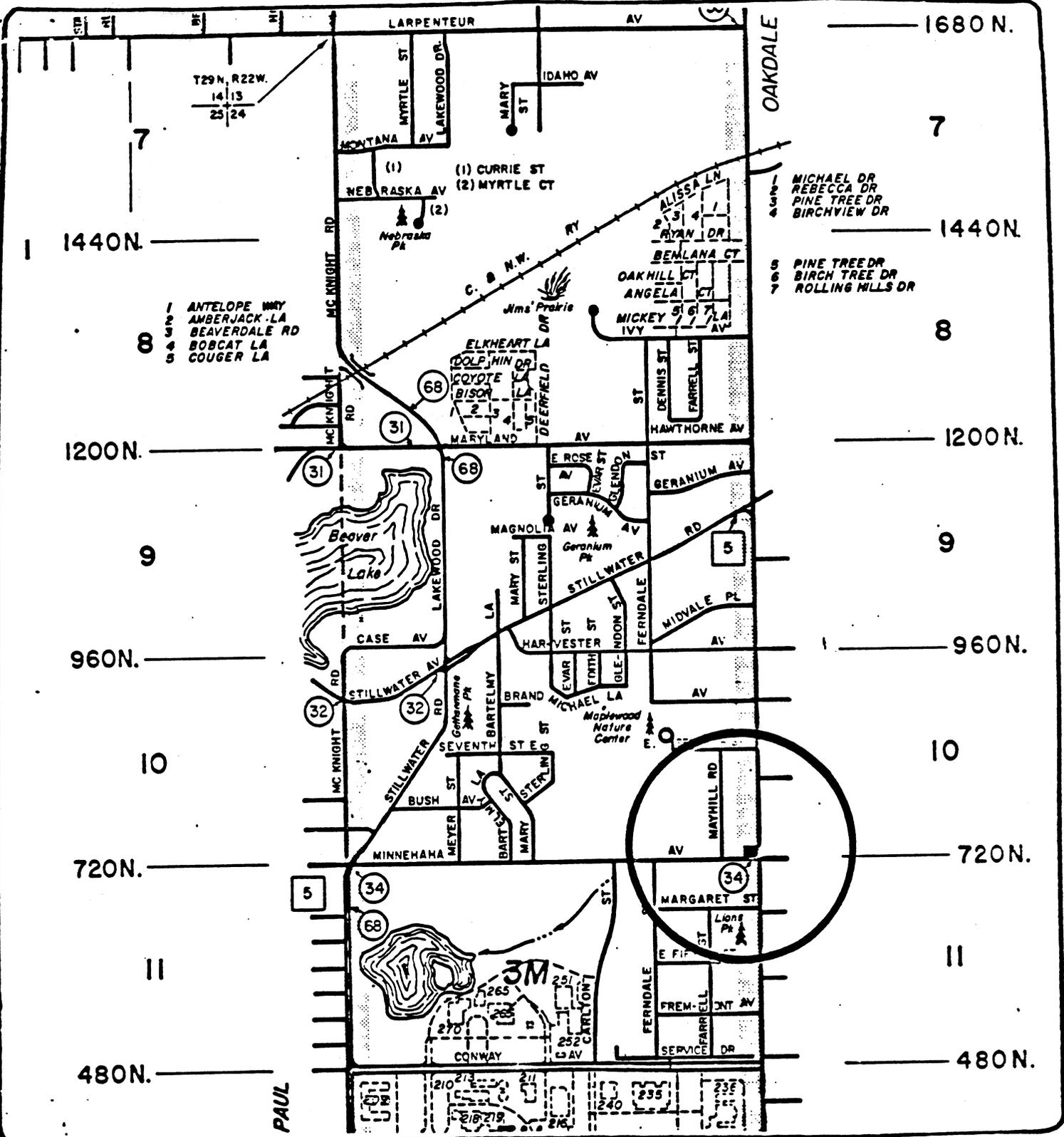
Criteria for CUP Approval

Section 36-442(a) states that the city council may grant a CUP, subject to the nine standards for approval. Refer to the resolution on pages 12-13.

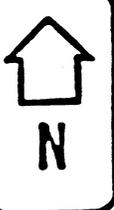
p:sec25\in&out.cup

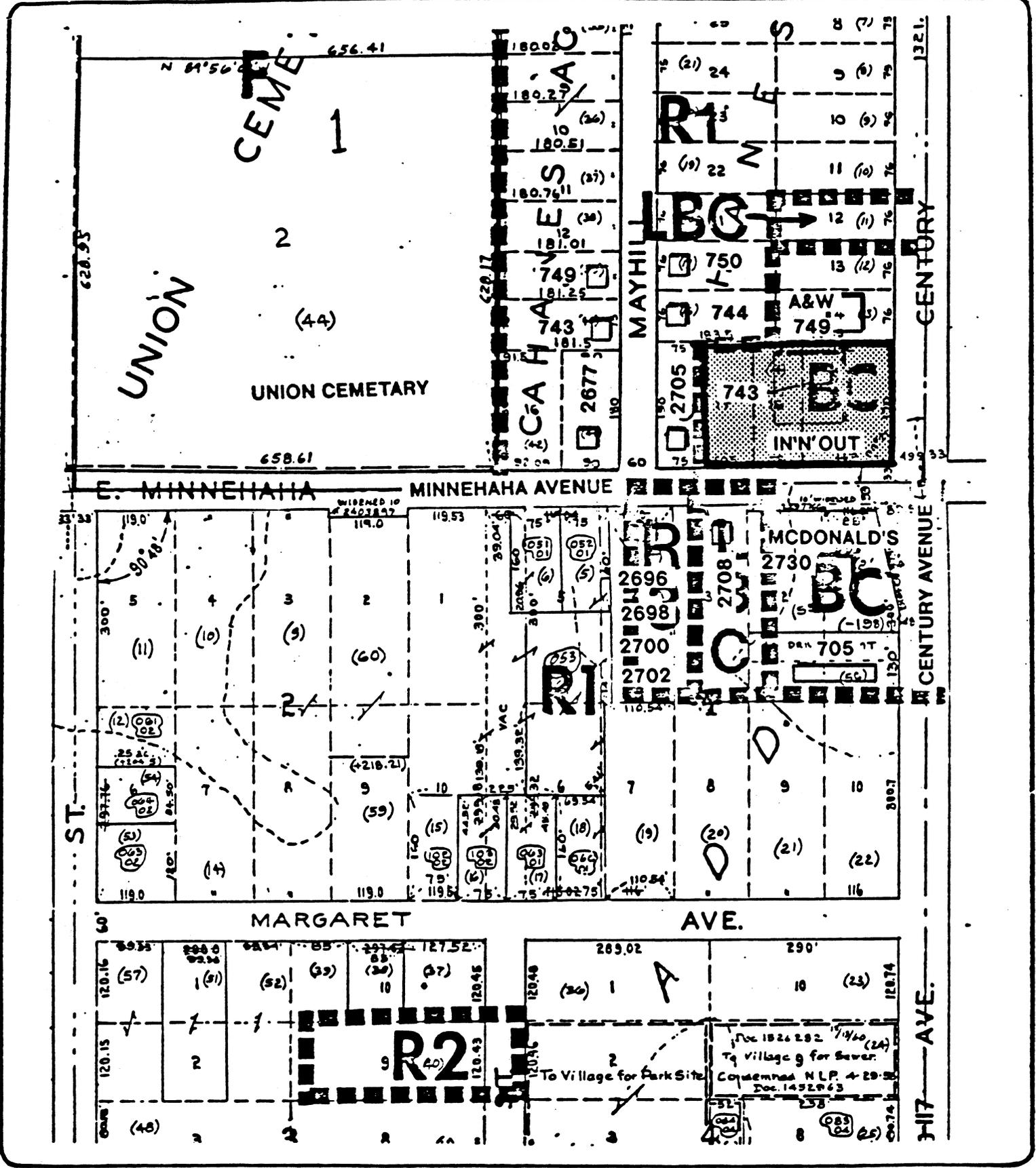
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Applicant's letter of CUP request dated November 23, 1998
5. Letter from Shanyn M. Charles dated December 12, 1998
6. CUP Resolution
7. Plans date-stamped November 23, 1998 (separate attachments)



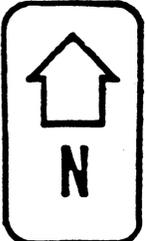
LOCATION MAP





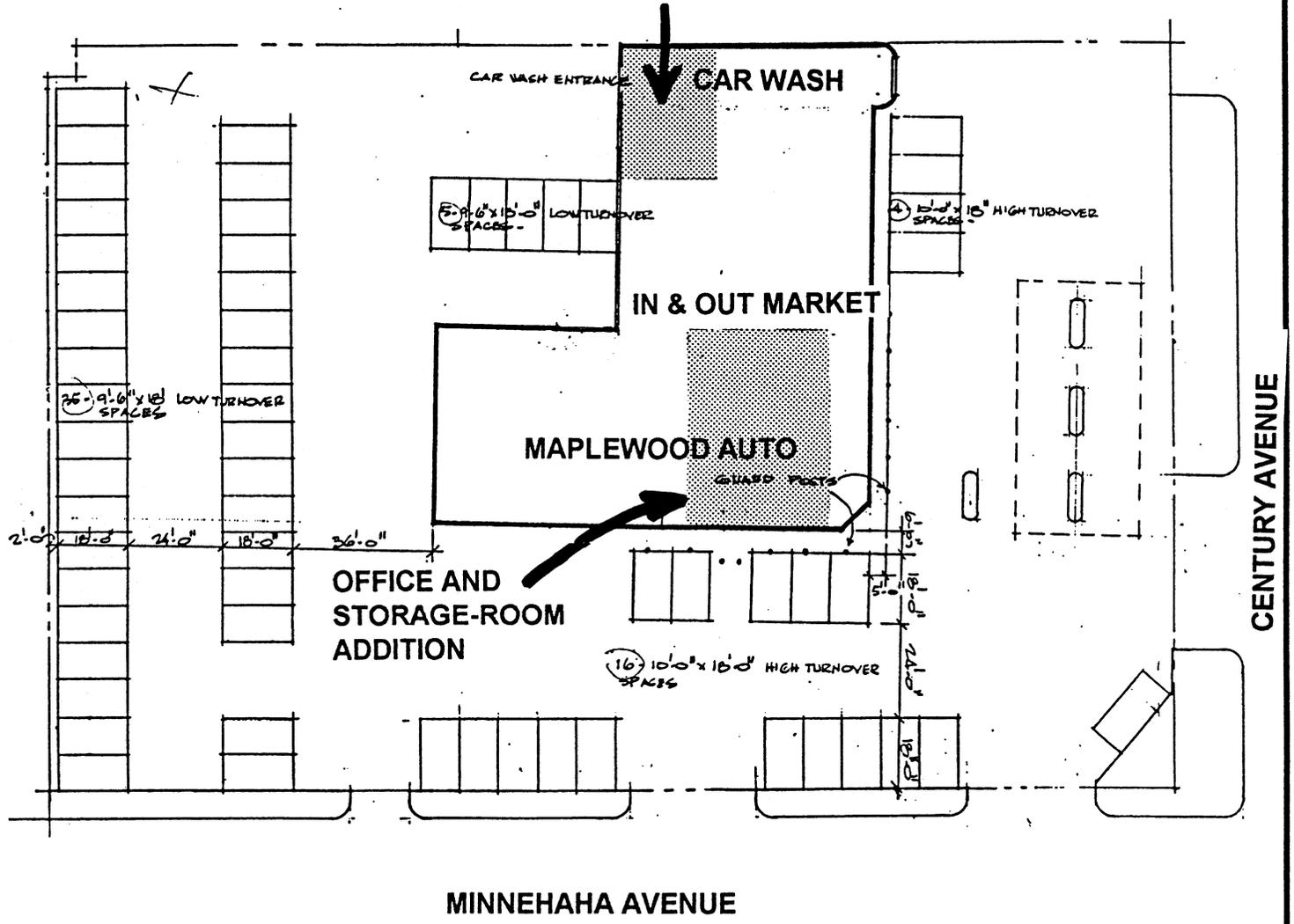
PROPERTY LINE / ZONING MAP

 SITE

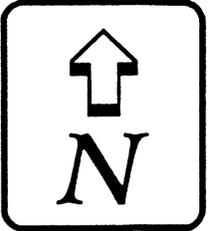


■ — PROPOSED 2ND-STORY ADDITIONS

STORAGE-ROOM ADDITION



SITE PLAN



NOV 23 1998

11/23/98

TO: City Council

I am applying for a permit to build upstairs offices for me and my bookkeeper. I also wish to increase the space we have for warehousing parts and merchandise. When this building was built, there was no requirement for substantial paperwork like we have today, along with copier machines, faxes, printers, computers and a myriad of legal and government requirements. We simply do not have adequate office space.

There was also no provision made in this building for warehousing seasonal store merchandise and auto parts, so we wish to correct that deficiency as well.

I request that you grant my wish. It fits all criteria needed for approval.

Thank you

Ray Muelala
owner

DEC 14 1998

Attachment 5

Dear Mr Ekstrand:

Dec 12, 1998

My home resides at 744 Mayhill Rd. Our property runs up to Mr Muckala's property. Our house also over looks his property.

My feelings are, I look at enough of his "JUNK" already. We can see directly into his fenced in area behind the Maplewood Auto Shop and it's a totally junkyard. I have often wanted to call and check on the codes as far as what and how long he can have stuff (junk) sitting there. He has tons of tires sitting there constantly. He had old gas pumps sitting there forever - they may still be there, however, I can't see that junk heap at the moment because all of his motor homes are parked there for the winter.

We bought our home with the ugly view we already have, I don't want to have to look

at anymore of this building,
than I do ~~know~~.

I feel it would bring my
market value down even further
because of our location.

You may tell Mr Muckala
that he is welcome to buy
our house and store as much
junk or have an office space
if he wishes to do so.

Our opinion - totally against!

Sharon M Charles

739-8826

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Ray Muckala applied for a conditional use permit to add two second-story additions on his repair garage and convenience-store.

WHEREAS, this permit applies to 743 North Century Avenue. The legal description is:

LOTS 15, 16 AND 17, BLOCK 1, CAHANES ADDITION.

WHEREAS, the history of this conditional use permit is as follows:

1. On January 4, 1999, the planning commission recommended that the city council approve this permit.
2. The city council held a public hearing on _____. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations of the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described conditional use permit, because:

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. Before getting a building permit, the property owner shall submit a uniform building-color scheme for approval by the community design review board.
5. The property owner shall not pave the graveled westerly parking lot unless first submitting a fully-developed grading, drainage, paving and striping plan for the city's approval.
6. Before getting a building permit, the property owner shall remove all debris, parts and old tires from the site.

The Maplewood City Council approved this resolution on _____, 1999.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JANUARY 12, 1999**

VI. DESIGN REVIEW

A. Building Additions—Maplewood Auto Service, 743 Century Avenue North

Ray Muckala, the owner of the building, had no problem with the staff recommendations. Secretary Tom Ekstrand distributed copies of a letter from Mr. Muckala that addressed one of the items that pertained to clean up in the back fenced area. Mr. Muckala was not aware that some demolition debris from the A & W drive-in next door, that was laying near his dumpster, could be seen from the neighbor behind. He said it was removed as soon as he was notified.

Mr. Muckala showed colored photos of the existing building. His intention was to replace the yellow stripe with white tape and to redo the fascia so the reds match. A sign sizing will be used over the vinyl and then this will be painted. The squares on the garage doors will remain red. Mr. Muckala said it would cost thousands of dollars to change the color on these doors. The window frames and trim on the additions will be the same bronze as on the existing building.

Boardmember Robinson said their concern was to have the building look uniform in style and color, not like an "obtruse building that is being added and added." Harry Garrish, the architect, said additional HVAC equipment will be added on the existing roof. Mr. Muckala said the south side of the building is a totally separate corporation and the colors would not necessarily be tied in with a future change in oil company ownership. Mr. Garrish said that 95 percent of the retail fuel outlets are red, white, and blue. He felt it was incumbent on the owner of a facility, from a marketing standpoint, to create a harmonious exterior.

Chairperson Erickson asked if there was anyone who had questions or comments. No one in the audience responded. He closed the item for comment from the public.

Boardmember Ledvina moved the Community Design Review Board:

B. Approve the plans and building elevations date-stamped November 23, 1998 for two second-story additions on the Maplewood Auto Service building at 743 N. Century Avenue. The property owner shall do the following:

1. Repeat this review in two years if the city has not issued a building permit for this project.
2. Before getting a building permit, the property owner shall submit a uniform building-color scheme for approval by the community design review board.
3. The property owner shall not pave the graveled westerly parking lot unless first submitting a fully-developed grading, drainage, paving and striping plan for the city's approval.
4. Before getting a building permit, the property owner shall remove all debris, parts and old tires from the site.

5. If any required work is not done, the city may allow temporary occupancy if:
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives a cash escrow or an irrevocable letter of credit for the required work. The amount shall be 200% of the cost of the unfinished work.
6. All work shall follow the approved plans. The director of community development may approve minor changes.
7. Screen any new roof-top mechanical equipment that may be added from view of any adjacent residential properties. Any new roof-top equipment that could be seen from nonresidential areas shall be painted to match the building fascia color. Staff shall review any screening proposal.

Boardmember Robinson seconded. Ayes— all

The motion passed.

MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JANUARY 4, 1999

B. Maplewood Auto Service Conditional Use Permit Revision (743 Century Avenue)

Ken Roberts, associate planner, summarized the staff report. He referred to a letter from Mr. Muckala that was distributed earlier in the evening. This letter was written in response to a few concerns that neighbors had expressed about some outside storage and the colors of the building. Commissioner Rossbach mentioned the campers that are stored on the property and asked what the CUP allows on this site. Mr. Roberts said the CUP approved in 1992 by the city council did not have any specific conditions other than approving the site plan. He said this storage has been viewed as an accessory use to the existing auto service and fuel station.

Ray Muckala, the applicant, said he has been attempting to phase out the recreational vehicle rental business over the last three years. He operated this RV rental for 15 of his 25 years in business at this site and has had up to 12 units. Mr. Muckala parks these vehicles along a ten-foot-fence on the north lot line and said they hardly visible from the road. He claims he has a plan for changing the storage of tires which are now piled by the RVS. He plans to construct a fence on the inside of the existing fence that will screen the dumpster area from the west. Mr. Muckala said that, as soon as he was advised that there was a problem with this debris, he began to clean it up. Commissioner Rossbach commented that the plans submitted were not complete. Mr. Muckala said the other addition was simply four open walls. Commissioner Thompson noted that the existing ten-year-old wood fence on this site is one of the "better maintained fences that we have seen in quite awhile."

Commissioner Pearson moved the Planning Commission recommend:

A. Adoption of the resolution approving a conditional use permit to add two second-story additions on the repair garage and fuel station at 743 Century Avenue North. Approval is based on the findings required by ordinance and subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The director of community development may approve minor changes.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. Before getting a building permit, the property owner shall submit a uniform building color scheme for approval by the community design review board.
5. The property owner shall not pave the graveled westerly parking lot unless first submitting a fully-developed grading, drainage, paving and striping plan for the city's approval.
6. Before getting a building permit, the property owner shall remove all debris, parts and old tires from the site.

Commissioner Frost seconded.

Ayes—all

The motion passed.

MEMORANDUM

TO: City Manager
 FROM: Thomas Ekstrand, Associate Planner
 SUBJECT: **Bituminous Curb Variance – Just for Feet**
 LOCATION: 3090 Southlawn Drive
 DATE: January 13, 1999

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

John Johannson, of Welsh Companies, is requesting a variance from the concrete-curbing requirement for a portion of his Just-for-Feet site. Refer to the maps on pages 4-6. Mr. Johannson edged the future-development site north of Just-for-Feet with bituminous curbing to serve as a temporary curb. Refer to his variance justification on page 7. The city code does not allow bituminous curbing—not even temporarily.

BACKGROUND

Just-for-Feet

October 14, 1997: The community design review board (CDRB) approved the building design, site and landscape plans.

November 12, 1997: The staff approved a lot split to create the future building site north of Just-for-Feet.

July 28, 1998: The CDRB approved a comprehensive sign plan for Just-for-Feet and the future-development site to the north.

First Evangelical Free Church Curbing

First Evangelical Free Church, at 2696 Hazelwood Street, installed bituminous curbing along the edge of their parking lot where they anticipated a future expansion. On July 24, 1995, the city council amended the church's conditional use permit to give them three years to expand their parking lot and remove this curbing. The church complete this work by last summer as required.

DISCUSSION

Concrete vs. Bituminous Curbing

The code requires concrete curbs for esthetics, durability and function (drainage control, traffic control and as a landscape edge). Bituminous curbs do not hold up as long and deteriorate quicker in appearance and usefulness. The applicant's temporary asphalt curb is already damaged with a missing portion along its southerly edge and there are several marred areas.

In spite of the easily-damaged nature of bituminous curbing, staff does not feel that it is reasonable to require Mr. Johannson to remove it at this time. The city council should amortize this curb for three years as they did for First Evangelical Free Church in 1995. This deadline for replacement would give Mr. Johannson time to develop the future-development site north of Just-for-Feet.

Variance vs. Code Amendment

There is no basis to approve this request since the need for the variance is not caused by a characteristic of the property. The need for the variance was created by the applicant which does not justify approval based on state statute. Staff suggests, instead, that the council amend the code to permit bituminous curbs on a temporary basis. The code already allows waiving certain requirements, subject to the discretion of the CDRB or city council. For instance, the CDRB may waive the trash enclosure requirement if trash dumpsters would not be seen. The council may also waive the lawn-irrigation requirement if there are other acceptable methods for watering.

Staff recommends that bituminous curbs be allowed temporarily and on a case-by-case basis where, as in this case, a future adjacent development would occur. Three years is an adequate amount of time for any future development to occur, or if not, for a developer to replace the bituminous curbing with concrete curbing.

In the meantime, Mr. Johansson should repair any damage of his bituminous curbing.

COMMITTEE ACTIONS

January 12, 1999: The community design review board recommended denial of the variance and approval of the code change.

RECOMMENDATIONS

- A. Deny the proposed variance to allow the use of bituminous curbing adjacent to 3090 Southlawn Drive. The need for the variance was not due to circumstances unique to the property, but was created by the applicant. This is contrary to the findings for variance approval as stipulated by state statute.
- B. Approve the code change on page 8 allowing the temporary use of bituminous curbing.

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 5.42 acres (includes both Just-for-Feet and the abutting vacant site)
Existing land use: Just-for-Feet

SURROUNDING LAND USES

North: County Road D and Maplewood Town Center Shopping Center
South: Maplewood Best Western Motel
West: Southlawn Drive and undeveloped property planned BC
East: Toys-R-Us

PLANNING

Land Use Plan designation: BC (business commercial)
Zoning: BC

Ordinance Requirement

Section 36-22© states that all parking lots shall have continuous concrete curbing surrounding the exterior perimeter of the lot and drives. Park parking lots, that are not used in the winter, and parking lots having twelve (12) spaces or less are exempt from this requirement, unless required by the city engineer for drainage control.

Variance Findings for Approval

State law requires that the city council make the following findings to approve a variance:

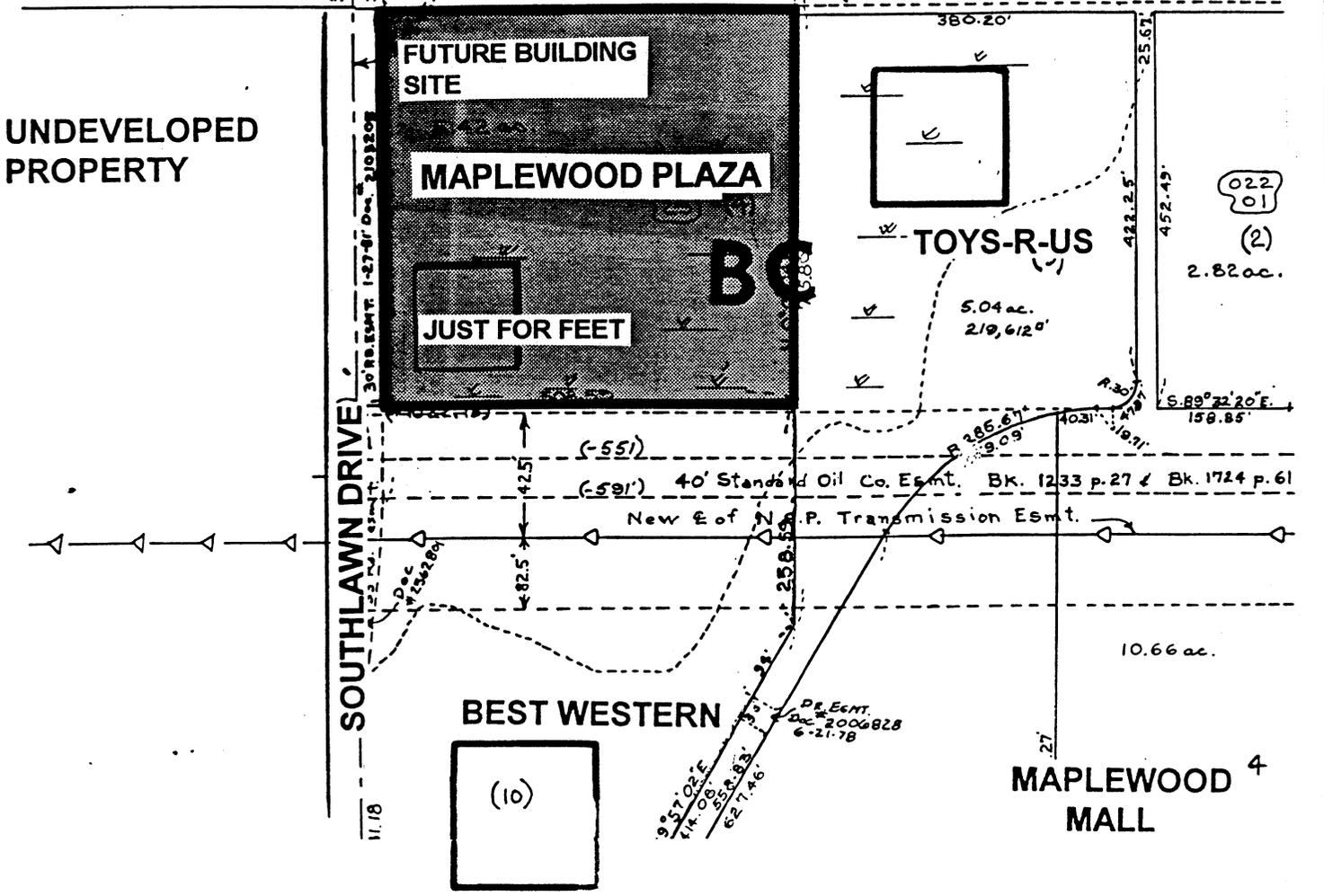
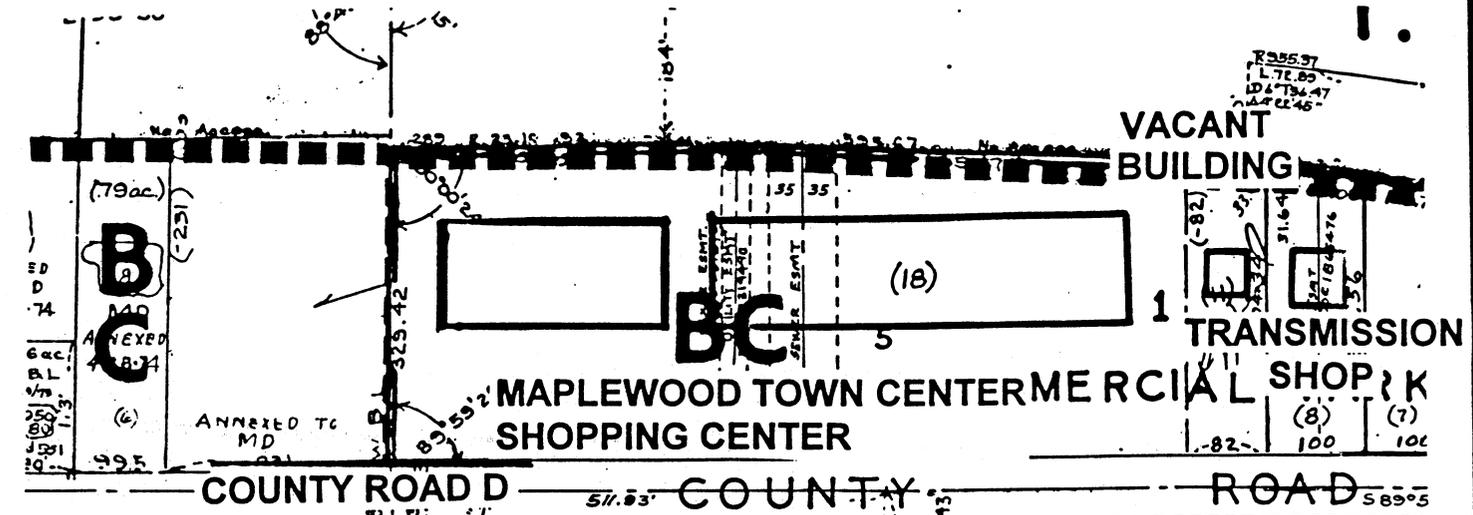
1. Strict enforcement would cause undue hardship because of circumstances unique to the property under consideration.
2. The variance would be in keeping with the spirit and intent of the ordinance.

"Undue hardship", as used in granting of a variance, means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls. The plight of the landowner is due to circumstances unique to his property, not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance.

p:\sec2n\justfeet.var

Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Variance Justification from John Johannson dated-stamped December 30, 1998
5. Code Amendment



PROPERTY LINE / ZONING MAP



SOUTHLAWN AVENUE

COUNTY ROAD D

TEMPORARY BITUMINOUS CURB (APPROX)

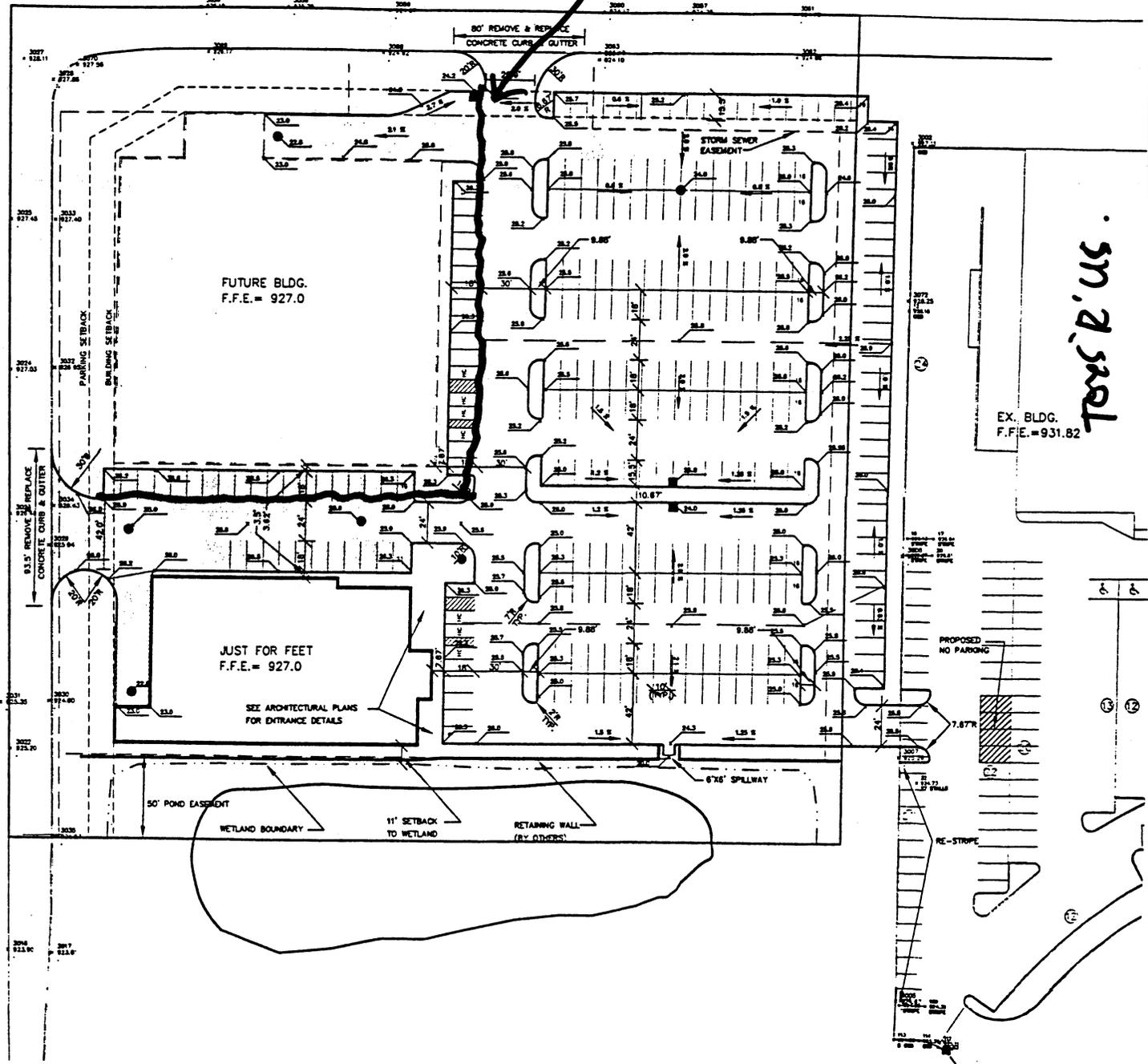
FUTURE BLDG.
F.F.E. = 927.0

JUST FOR FEET
F.F.E. = 927.0

SEE ARCHITECTURAL PLANS
FOR ENTRANCE DETAILS

EX. BLDG.
F.F.E. = 931.82

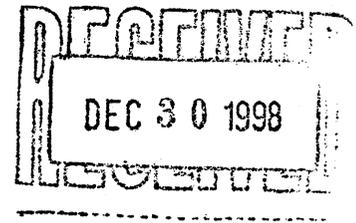
TOYS R' US



SITE PLAN



**Variance Request
City of Maplewood
Just For Feet Project**



This correspondence serves as the written request regarding the variance for the Just For Feet project in Maplewood, Minnesota.

The variance request relates to the temporary condition of the bituminous paving curbs that have been installed around the future development lot adjacent to the Just For Feet building. The site totals approximately 5.85 acres. Approximately 2.4 acres have been developed in their entirety with the Just For Feet building and site improvements. The remaining 3.4 acres is being marketed for build-to-suit opportunities for additional retail users. While we are negotiating with a couple of users, we do not yet have a pending or imminent transaction. The parcel is currently platted as one single parcel, though we have an intention to submit a request for a lot split shortly which would separate the Just For Feet project from the future development parcel.

As developer, we made a decision to complete all of the sitework for the entire 5.85 acre site, even though we were only utilizing the 2.4 acres for Just For Feet. This includes all the utilities, parking areas, curb and gutter, parking lot lighting, landscaping, etc., around the entire property. The only portion that is not improved is the future building pad and the sidewalks and curbs directly adjacent to the future building pad. To provide some form and outline for the future building pad, as well as to avoid soil erosion, we installed the bituminous paving curb around the future building area as shown on the attached plans.

The city has requested that the bituminous paving curbs be removed and replaced with a poured in place concrete curb. We believe this creates an undue hardship, is not a good use of materials, and should prove the basis for a variance for the following reasons:

1. The future building area will be constructed on a build-to-suit basis to accommodate future, unidentified tenants. As such, the site plan cannot yet be determined – thus the exact placement of the future building, curbs, sidewalks, etc., cannot be determined. Therefore, it is most probable that if we were required to install concrete curbs at this time, that they would have to be removed at a later date and then replaced again with more concrete curbs. This is certainly not a good use of time, money, or natural resources.
2. The site drainage systems and access roads function as designed with the existing bituminous paving curbs. There are no wash out or drainage problems. The developer installed all sitework improvements including the main parking area for the future building area that allows for controlled storm drainage.
3. The estimated cost of removing the bituminous paving curb, patching the blacktop, and replacing it with a concrete curb is \$10,500.00 (\$21.50 per lineal foot). Upon leasing the future building area to a future tenant, this concrete curb would need to be removed and replaced again.

We appreciate your consideration of this request.

ORDINANCE NO. _____

AN ORDINANCE AMENDING CURBING REQUIREMENTS

The Maplewood City Council approves the following changes to the Maplewood Code of Ordinances:

Section 1. This section changes Sections 36-22© as follows (additions are underlined):

All parking lots shall have continuous concrete curbing surrounding the exterior perimeter of the lot and drives. Park parking lots, that are not used in the winter, and parking lots having twelve (12) spaces or less are exempt from this requirement, unless required by the city engineer for drainage control.

The community design review board may allow continuous bituminous curbing temporarily on a case-by-case basis, subject to the following conditions:

(1) Bituminous curbing may be permitted for phased or staged developments where an adjacent future development phase would be built that would result in the removal of the curbing.

(2) Bituminous curbing shall not be allowed for more than three years from the time of installation, at which time it must be removed due to the construction of a future phase of development or simply replaced with permanent continuous concrete curbing.

(3) Bituminous curbing shall not be permitted if the city engineer requires concrete curbing for drainage control.

(4) Bituminous curbing that becomes damaged shall be repaired immediately or as soon as the weather permits.

(5) The city may require that the developer provide escrow to cover the replacement of the bituminous curbing.

Section 2. This ordinance shall take effect after the city publishes it in the official newspaper.

The Maplewood City Council approved this ordinance on _____, 1999.

Mayor

Attest:

City Clerk

Ayes –
Nays –

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JANUARY 12, 1999**

VI. DESIGN REVIEW

C. Bituminous Curbing Variance—Just for Feet, 3090 Southlawn Drive

John Johannson, of Welsh Companies, discussed his request with the review board for a variance to be allowed to continue using bituminous curbing in two areas north of the Just for Feet store. Staff discussed the recommendation to deny the variance, but instead recommended amending the curbing ordinance to permit bituminous curbing temporarily under certain circumstances. Staff explained that there is no basis for approving a variance under the requirements of the state statute.

The proposed ordinance would allow the use of bituminous curbing for three years when there would be a future construction phase that would occur. The bituminous curbing could be used for up to three years to allow for the next phase of construction, or, if not, it would have to be replaced with concrete curbing. Mr. Johannson agreed with staff's recommendation and felt that he would be beginning his last phase of development within the three-year deadline.

The board discussed whether it would be advisable to require a developer to provide escrow to guarantee the replacement of bituminous curbing after three years. Staff said this is a good idea. Mr. Johannson concurred and stated that the city is holding escrow from him for this purpose.

Boardmember Ledvina moved the Community Design Review Board recommend denial of the variance based on the reasons stated in the staff report and also recommended approval of the code amendment with the additional requirement that a developer submit escrow if they are to use bituminous curbing on a temporary basis.

Boardmember Johnson seconded.

Ayes— all

The motion passed.

MEMORANDUM

TO: Michael McGuire, City Manager
FROM: Karen Guilfoile, City Clerk 
DATE: February 1, 1999
RE: On-Sale Intoxicating Liquor License

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

Scott M. Formaro has applied for an intoxicating liquor license for a new business. This is the city's last available license.

Background

Our office received an application from Mr. Formaro for an intoxicating liquor license that will be used at 1700-K Rice Street (Crown Plaza). The establishment, Stargate Bar & Dance Club, is a new business. As required by City ordinances, aside from the necessary background investigation on the applicant, the building was inspected by the City Health Inspector, Building Inspector, and the Fire Marshall. The establishment received approval from all.

Mr. Formaro has met with Chief Winger and the City Clerk and has been given a copy of the City Code of Ordinances that apply to being an intoxicating liquor license holder. There has been nothing found that would prevent Mr. Formaro, or the establishment at 1700-K Rice Street, in being a license holder.

Recommendation

It is recommended that Council approve the application.

MEMORANDUM

TO: Michael A. McGuire, City Manager

FROM: Bruce K. Anderson, Director of Parks and Recreation

DATE: January 28, 1999 for the February 8, 1999 City Council Meeting

SUBJECT: Four Seasons Park Tot Lot Location

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

INTRODUCTION

The Maplewood City Council allocated \$60,000 for construction of a children's play area at Four Seasons Park in the 1998 Capital Improvement Plan. Staff forwarded requests for proposals to six playground manufacturers. The bids were predicated on relocating the tot lot in the north end of the park parallel to Demont Avenue which was the recommendation by both the park planning consultant, Brauer & Associates, and city staff. A series of meetings has been held with the neighborhood to review the playground location and equipment proposal.

BACKGROUND

The 1998 C.I.P. proposes three new playgrounds for Robinhood, Four Seasons and Afton Heights Parks. Requests for proposals were forwarded to playground manufacturers in mid-August. I held an informal neighborhood meeting to review the playground proposals at Four Seasons Park on Thursday, September 17. Approximately 30 neighbors attended. Those attending were split down the middle regarding staff's proposed park location as contrasted with leaving it in the existing location.

Following the neighborhood meeting at Four Seasons Park, I forwarded a survey to all single family residences between Hazelwood, County Road C, White Bear Avenue and Gervais Avenue. The survey response was again split down the middle with those preferring the existing location by a small margin. The actual survey breakdown was 46% existing location, 43% for new site and 11% for the alternate site.

A second neighborhood meeting was held at Maplewood City Hall Council Chambers on October 8. Staff reviewed the survey results and it became apparent that again the neighborhood was split regarding the proposed location, but there appeared to be a general support for leaving the equipment at the existing site. Staff indicated at that time that a third alternative would be considered. The third alternative was to locate the preschool equipment where the existing backstop was located and put the 9- to 12-year-olds' equipment in the existing location. Staff received a second proposal from a playground equipment manufacturer which showed this was feasible.

A third meeting was held with the neighborhood residents on Thursday, December 10. The third proposal was reviewed and testimony was once again taken by the neighborhood. The majority of neighbors at this meeting were supportive of the Demont site.

Four Seasons Park Tot Lot Location

Page 2

January 28, 1999

The Maplewood Parks and Recreation Commission held a fourth meeting on Tuesday, January 19, at the Maplewood Community Center. This meeting was attended by 34 residents and the majority supported staff's proposed location, but there remains a very strong group of residents adamantly opposed to the proposed site.

The Parks and Recreation Commission voted (6 ayes, 0 nays) to relocate the playground equipment to the north end of the park.

It should be noted that a resident proposed a fourth concept which was reviewed by the Commission which would have addressed the handicapped accessibility concerns raised by staff.

Staff has held four neighborhood meetings to resolve the location of the tot lot at Four Seasons Park. The neighborhood is extremely derisive and no consensus has been reached.

Staff supports the Demont Avenue playground relocation for the following rationale:

1. The site provides closer proximity to the majority of residential property owners.
2. The site is handicapped accessible.
3. The site will provide a safer environment as it is more open and visually accessible for more residents and parents from Demont Avenue.
4. The third alternative was not agreed upon by the neighborhood because it would separate two age groups of children and we would need to relocate the backstop.
5. The Demont site has good shade coverage and no trees would be removed.
6. Four Seasons Park is a neighborhood park and no off-street parking is proposed as the site is designed as a walk-to, bike-to, stroll-to facility.
7. The site has good access off of Demont and is in close proximity to the tennis court which could be beneficial for parents or guardians playing tennis at the same time.

I cannot stress the contentiousness of this issue. Although it appeared at the last two meetings that the majority of residents preferred the Demont site, there certainly is a strong faction of residents who would prefer to have the site at the existing location. I have included an original memo which outlines the pros and cons of the other three sites.

RECOMMENDATION

Staff concurs with the Parks and Recreation Commission's recommendation that GameTime playground equipment be purchased and installed at Four Seasons Park as proposed in the northern section (Demont Avenue) of Four Seasons Park.

FOUR SEASONS PLAYGROUND IMPROVEMENTS SUMMARY

The Maplewood City Council has approved a \$60,000 line item budget for improvements to Four Seasons Park. Four Seasons Park is a 10-acre site acquired in May 1971 for \$25,200. The park was developed in 1975 and minimal improvements have occurred over the years with the exception of the new tennis courts on Demont Avenue. The proposed improvements for Four Seasons Park will be completed in the spring of 1999. The improvements include new playground equipment, concrete perimeter, landscaping, sidewalk, and site amenities including benches and possibly a drinking fountain, budget permitting.

Staff held a meeting on Thursday, September 17, with neighborhood residents to discuss the proposed park improvements and review possible playground locations and equipment selection. City staff received a number of positive comments and it became obvious that there was a need to solicit additional opinions from neighborhood residents prior to making a formal decision as to the location and playground design.

Enclosed is a survey to solicit additional opinion. A neighborhood meeting has been scheduled for Thursday, October 8, at 7 p.m. in the Maplewood City Hall Council Chambers, 1830 East County Road B. Should you have any questions regarding the enclosed survey or the proposed park improvements, please contact Parks and Recreation Director Bruce Anderson directly at 770-4573.

The existing tot-lot is located west of the park shelter building and the equipment will be removed in the spring of 1999 as it no longer meets federal safety standards.

Existing Tot-Lot Pros:

1. The existing tot-lot location has excellent shade due to the large over-story trees.
2. The site has been there for years and caused minimal issues.
3. The site has already been graded.
4. The site drains relatively well.

Existing Tot-Lot Cons:

1. The existing space is very limited and the proposed playground designs will need to be reduced by 40-50%
2. It is a difficult site to access due to the steep hill.
3. The site is somewhat isolated from a security standpoint.
4. It is relatively close to one property owner to the west.

Proposed Tot-Lot Pros:

1. The proposed site will have excellent shade due to the large over-story trees that will be preserved.
2. The proposed tot-lot is located closer to the majority of home owners and ultimately the playground users.
3. The site would require minimum grading.
4. The site has good access off Demont Avenue and is in close proximity to the tennis courts which would provide dual benefit.

Proposed Tot-Lot Cons:

1. The site will be approximately 200 feet from three residential properties, which is considered a reasonable distance, but may cause some additional noise.
2. The tot-lot would be located within an existing "passive grove" of mature trees.
3. The new site would be a greater distance from Gervais Avenue, which could potentially be a detriment to the grandparents from the senior housing complex located to the east.
4. There have been neighborhood residents opposing the proposed location.

Alternative Tot-Lot Pros:

1. The site has good access directly off of the paved trail.
2. The location is out in the open and is centrally located within the park.
3. The alternate tot-lot site is close to the park shelter building for bathrooms and other purposes.
4. The site is relatively high and should be out of any drainage swale issues.

Alternative Tot-Lot Cons:

1. There is no shade to service the tot-lot area.
2. The existing baseball backstop will have to be relocated which will reduce the open field playing space.
3. The site will require some additional grading and possibly minor retaining walls which will increase construction costs.
4. It would be expensive to service the site with a water fountain, as it would be a longer run for a water line to be installed.

kd\foursea2.frm



Demont Avenue

Proposed Tot-Lot

Alternate Tot-Lot

Existing Tot-Lot

Gervais Avenue



January 5, 1999

Dear Resident:

Enclosed is a copy of the staff report outlining my recommendation regarding the Four Seasons Park tot lot location. I would like to take this opportunity to thank each of you for your input and insightful comments and suggestions regarding the Four Seasons Park tot lot location.

The Maplewood Parks and Recreation Commission is a nine-member advisory volunteer board that provides recommendations to the Maplewood City Council on all Parks and Recreation related matters. The Parks and Recreation Commission will be reviewing this issue at a special meeting on Tuesday, January 19. The meeting will be held at the Maplewood Community Center in Room C. The Parks and Recreation Commission will then make a recommendation, along with staff's report, that will be considered by the City Council at their regular scheduled meeting on Monday, February 8. The City Council will make the final recommendation. The City Council meeting will be held at 7 p.m. in the City Hall Council Chambers at 1830 East County Road B.

Should you have any comments regarding the staff report, please contact me directly at 770-4573.

Sincerely,

Bruce K. Anderson
Director of Parks and Recreation

kd\foursea2.ltr

**Maplewood Parks Commission
Recommendation Four Seasons Park**

On Tuesday, January 19, 1999 the Maplewood Parks Commission reviewed the proposal for moving and purchasing playground equipment at Four Seasons Park.

The current location of playground equipment does not meet ADA standards and does not have enough room to hold all of the new playground equipment without having a large negative impact on the Park's main sliding hill.

The Commission focused on two locations for the playground equipment. One site is off Demont Avenue due east of the tennis courts and recommended by City Staff. The second site is more toward the center of the park and is located where the current ball field backstop is. It is a site recommended by some of the neighbors in the area.

The Commission listened to testimony from over 40 neighbors and received several petitions with many signatures. If there was a neighborhood consensus the Commission would have been able to support either site. At this time there seems to be no consensus in the neighborhood and much to our concern there seems to be a split division which has become quite contentious in the neighborhood over this issue. **If the current playground equipment wasn't so inadequate, we would have recommended to do nothing at this time.**

The Commission used five criteria in considering the two sites. The five items are; ease of ADA compliance, convenience to the neighbors, impact on aesthetics and the environment, safety and cost.

Ease of ADA compliance - It was felt that both sites would be relative ease to do as long as the alternative site kept all the playground equipment on one level. A slight edge was given to the Demont site because it was closer to parking, on the street, than the parking lot or street would be for the alternative site.

Convenience to the neighbors - The playground equipment would be closer and more convenient at the Demont site since the population center of the area is north of the park.

Impact on the aesthetics and environment - The Demont site could possibly impact some trees and some neighbors that feel it would destroy the look of that end of the park. The Commission did not feel that the play ground would have a negative aesthetic impact at either site. Some neighbors expressed concern about minor flooding in the Spring at the Alternative site. According to staff and other neighbors they were not aware of this situation. At the alternative site there are no trees that would be impacted by the playground equipment. This also means that there will be no shade what so ever and would require trees to be planted to provide that shade in the future. The Commission is concerned about the lack of shade at the alternative site. At the Demont site the Commission is concerned about the impact on the trees. The Commission feels that with proper construction the trees would not be impacted and that they would be able to provide needed shade. On this issue the Commission favored the Demont site.

Safety - Both sites raised safety concerns. At the Demont site there was concern from the neighbors that a child would run out in the street and be hit by cars or that a car would swerve off the road into the park and hit a child. At the alternative site other neighbors were concerned about people hiding in the woods to kidnap or molest people. They were also concerned that children would be attracted to the fence pond, climb it and fall in and drowned. These are valid concerns that were brought up. When the Commission compared these concerns to other Maplewood neighborhood parks, it was felt that the safety issue is low and equal for the Demont and the alternative site.

Cost - The Demont site is cheaper than the alternative site and was favored by the Commission.

After weighing all these factors the **Maplewood Parks Commission recommends that the playground equipment be installed at the Demont site.**

Tuesday February 02, 1999

To: Mike Ericson
Assistant to the Manager
Ph 770-4526
Fax 779-3570

Agenda Item K3

Fr: Kevin Berglund
Ph/ Fax 777-6277

Re: placement on the February 08, 1999 council agenda

Dear Mr. Ericson,

I'm writing in response to your call of February 01, 1999. Your message wished I submit this request in written form by 9a. Feb 02, 1999. The agenda item would in part include an explanation from city staff in the form of a special comprehensive plan outlining how the health, public safety and welfare of residents and of the incoming non- state residents would be protected regarding the proposed Ramsey County Intake /Outake Processing Homeless Service Facility for Non-Residents. This would require city staff to actively plan for the added role, responsibility, costs and foreseeable and latent harms such a detrimental government facility will inflict on the City of Maplewood and the accompanying harm from lower property values and the compounding effect on children and their schools.

Also this agenda item would require staff to itemize the remuneration, rules and regulations which the just granted conditional use permit would impose on County, City and Facility Administrators. Additionally this agenda item would propose annual budget allocations for an independent non- profit like entity to function as an evaluator and monitor of the harm and other costs the facility and the influx of the resulting and accompanying rental housing would have on the economy and public safety of individual neighborhoods and on families in Maplewood. In addition this non-profit would propose measures, work to redeem costs manage a public safety trust, defend individuals and neighborhoods in Maplewood. from the harms, costs, Lower Payne Syndrome and Brooklyn Park Decay Related Condition impose willfully and intentionally on this community by the Maplewood and Ramsey County Governments and Catholic Charities.

Thank your for putting this item on the agenda and for your help preparing this for consideration. Please contact me with and questions.

Sincerely,



Before issuance of a building permit, the County shall provide concrete evidence of a negotiated agreement with the local school government regarding all logistical and financial ramifications incurred by this establishment.

There shall be no increase in size or capacity of the structure.

The County shall assume financial responsibility for all services provided to the residents of the Shelter that would normally be charged to the citizens. (Example: Ambulance and paramedic runs)

All elements of the listed Emergency Housing Program Parameters shall remain in force unless a change is agreed to by the City Council at a subsequent C. U. P. review.

The County shall arrange with the contractor to assure no loss of space or utilities, normally available to the 1999 Ramsey County Fair, shall occur.

All heretofore and subsequent agreements regarding restitution and expansion of the area for County Fair purposes shall be completed before a certificate of occupancy is issued. The new access to the lower level as agreed upon by the fair board and the county shall be completed before the 1999 fair. Other improvements shall include but not be limited to legitimate handicapped access to the barn upper level, and all other improvements discussed in the fair board negotiations.

Parking spaces on the North side of the designated East - West Van Dyke Ave. shall be redesigned in accordance with the concerns of the Fair Board in the use of this area. The new layout shall meet the approval of the fair board and the City. Each year at a prearranged time before and during fair week, all these new parking areas shall be evacuated for use of the fair board at their discretion, if the use of these areas is an advantage to them.

All disturbed electrical and other utilities, which affect the fair operation, shall be completely restored and ready for the 1999 fair.

If at any time, the City Council determines there is a need, the County will contract for, or provide from their own staff, security patrols in the complex bounded by the Willard Munger Trail, White Bear Ave, Ripley Street, and the Goodrich Golf Course. Times and extent of the patrol will be established at that point in time.

This Conditional Use Permit will be reviewed annually, and if in the opinion of the City Council, any evidence of negative repercussion to the area, or valid reason that the facility causes undue hardship to the residents has occurred, the city may revoke the Conditional Use Permit with no financial obligation to the city, and the normal amortization process would not apply. The County would then have one hundred and twenty (120) days to cease operations as a homeless shelter and devote the structure to an acceptable planned backup use such as elderly care.

All portions of the conditional use permit and land use plan shall be agreed to, within fifteen days of City Council passage, by the County and a letter agreeing to all elements of the same shall be submitted to the city before issuance of a building permit.

*From a advisory committee of local citizens - County
& Charles people to monitor the unit*

Tuesday February 02, 1999

To: Mike McGuire
Manager
Ph 770-4525
Fax 779-3570

Agenda Item K4

Fr: Bob Zick
Ph 771-8952
Fax 777-6277

Re: placement on the February 08, 1999 council agenda

Dear Mr. McGuire,

Per our conversation and messages over the last week regarding my request to be on the council agenda discussing the criteria for granting conditional use permits.

Sincerely,
Bob Zick