

AGENDA

MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, May 10, 1999
Council Chambers, Municipal Building
Meeting No. 99-11

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES

1. Minutes of the Council/Manager Workshop (April 5, 1999)
2. Minutes of Meeting 99-09 (April 26, 1999)

E. APPROVAL OF AGENDA

F. PRESENTATIONS

1. Proclamation for Neighborhood Night

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. Revision of Criteria for Cancellation of Ambulance Bills
3. Closure of Fire Department Auxiliary Fund
4. Conditional Use Permit Review - Ramsey County Correctional Facility
5. Resolution of Appreciation - Marv Erickson
6. Recognition to Maplewood Police Cadet Explorer Post
7. MS Society - Miscellaneous Permit Fee Waiver
8. Boy Scouts Pack 64 - Miscellaneous Permit Fee Waiver

H. PUBLIC HEARINGS

- 1. 7:00 P.M. Pep Boys Store (White Bear Avenue)
 - 1. Wetland Setback Variance
 - 2. Conditional Use Permit
 - 3. Design Approval

I. AWARD OF BIDS

- 1. Roof Replacement - Park Maintenance Building

J. UNFINISHED BUSINESS

NONE

K. NEW BUSINESS

- 1. Annual Neighborhood Stop Sign Requests
- 2. Residential Parking Ordinance

L. VISITOR PRESENTATIONS

- 1. _____
- 2. _____

M. COUNCIL PRESENTATIONS

- 1. Mayor's Mailbox
- 2. _____
- 3. _____
- 4. _____

N. ADMINISTRATIVE PRESENTATIONS

- 1. Referendums
- 2. _____
- 3. _____

O. ADJOURNMENT

**COUNCIL/MANAGER WORKSHOP
CITY OF MAPLEWOOD**

MEETING MINUTES

5:00 p.m., Monday, April 5, 1999
Maplewood Room, City Hall

A. CALL TO ORDER

The meeting was called to order by Mayor Rossbach at 5:00 p.m.

B. ROLL CALL

| | |
|---------------------------------|---------|
| Mayor George Rossbach | Present |
| Councilmember Sherry Allenspach | Absent |
| Councilmember Dale Carlson | Present |
| Councilmember Kevin Kittridge | Present |
| Councilmember Marvin Koppen | Present |

Others Present:

City Manager Michael McGuire
Assistant to the City Manager Michael Ericson
Community Oriented Services Coordinator Colleen Dirkswager
City Clerk Karen Guilfoile
Police Chief Don Winger
Sgt. Ron Becker

C. APPROVAL OF AGENDA

Councilmember Kittridge moved to approve the agenda. The motion was seconded by Councilmember Carlson. Motion passed 4-0.

D. FEE STRUCTURE FOR CADILLAC DINNERS/CHARITABLE GAMBLING

City Clerk Karen Guilfoile reviewed with council this issue which was tabled from the March meeting. She researched the issue and presented additional information which states that nothing in the city's gambling ordinance prohibits the city from allowing Cadillac Dinners. The city's current temporary gambling license is \$50 which would apply to Cadillac Dinners and there is a limit of two a year. City of St. Paul's license fee is \$21 and the City of Mahtomedi's is \$35. Karen will revise licensing information for local organizations, set parameters, and issue will be presented at the next city council meeting for approval.

E. COMMUNITY ORIENTED SERVICES UPDATE

Community Oriented Services Coordinator Colleen Dirkswager provided an update of projects she is currently working on. City Manager Mike McGuire first presented information on the proposed mall office customer service representative / volunteer coordinator position. He said the city needs to commit a person 20-30 hours a week in the mall office in the afternoons. Council inquired if there is grant money or assistance from the county or school districts for the position. Mike McGuire then presented information on the proposed south end satellite office. He said that Carver Elementary School is not interested in sharing space so he will pursue the nearby fire station with a public service counter for 75% of the time. Colleen Dirkswager then reported on her follow up work from the March 22 City Council meeting in the Carver Gym where residents spoke about the increasing deer population. Council wants more information on the Metro Bowhunters Resource who provide harvesting services for metropolitan cities. Council also wants a clarification on the city's partnerships with the City of St. Paul and Ramsey County which are necessary because the deer migrate into these areas from the south Maplewood area. Colleen also provided council with an update on a number of other current projects she is working on.

F. CITY HALL SECURITY SYSTEM BID OPENING

Police Chief Don Winger and Sgt. Ron Becker provided council with the only bid received to install a security system in city hall. ADT wrote the specifications which will include the installation of a security card system which will regulate and monitor those who use city hall. The bid was \$50,733 which was under the amount budgeted by the police department. Council inquired as to other bidders on the project so the police chief will aggressively solicit other bids from reputable security firms and provide the bid tabulations to the city council at the next regular council meeting.

G. REPORT FROM CITY'S Y2K TASK FORCE

Emergency Management Director Larry Cude and Assistant to the City Manager Mike Ericson provided a Y2K Task Force progress report to the city council. The Task Force has met a number of times to develop a city-wide action plan. Most recently, the Task Force met with a representative from the State Emergency Management Office who informed members about the work they are doing with counties and cities around the state. The Task Force should have a draft plan ready for review by May.

H. LEGISLATIVE UPDATE FOR MOVING BRUENTRUP FARM

City Manager Mike McGuire and Assistant to the City Manager Mike Ericson provided the council with an update on the moving process for the Bruentrup Farm. Council agreed not to enter into an architect's agreements until funding from the state legislature is secured. Funding for the project will come from the state legislature and private

funding, not the city. City staff will work with Mayor George Rossbach to get cost estimates to relocate the farm and its buildings to the Open Space property on County Road D.

I. REVIEW CITY COUNCIL / STAFF RETREAT GOALS

City Manager Mike McGuire tabled this issue due to time constraints. The results of the City Council/ Staff Retreat held February 18 - 19, 1999 at the Riverwood Conference Center in Monticello will be shared at the May meeting.

J. OTHER BUSINESS

1. Schroeder Milk - City Manager Mike McGuire shared with council the results of a recent meeting with he, Mayor George Rossbach, and Community Development Director Melinda Coleman had with Schroeder Milk. They are interested in city assistance to help with their expansion efforts.

2. Cable TV Show - Maplewood City Update - "Straight Scoop" - Mike McGuire reported that he and GTN Channel 16 have an idea for a weekly/monthly city update cable television program to better inform and educate citizens about Maplewood, Y2K and other current city issues. The program could be hosted by the city manager and/or a rotation of the mayor and city councilmembers. Council supported the idea and further information will be provided at the next meeting.

3. Open Space Program Update - City Manager Mike McGuire provided the council with a progress report of the new Open Space Committee. They have met a number of times and reevaluated the remaining Open Space properties and new parcels. A new list of available properties was presented to the council for its consideration.

4. Selection of construction manager for fire hall - Fire Chief Joel Hewitt was present to inform the council that he will be interviewing two construction manager firms to oversee the construction of the new fire hall if it is approved by the residents in this fall's referendum. He and city staff will interview McGough Construction and Kraus Anderson Construction.

K. FUTURE TOPICS

1. White Bear Avenue Redevelopment
2. Community Funds

L. ADJOURNMENT

Motion by Kittridge and seconded by Carlson to adjourn the meeting at 7:05 p.m. Motion passed 4-0.

ACCOUNTS PAYABLE: \$ 99,374.52 Checks #7857 - #7870, dated 4-1 thru 4-8-99
 \$ 138,212.37 Checks #43120 - #43253, dated 4-13-99
 \$ 102,471.30 Checks #7871 - #7872, dated 4-9 thru 4-13-99
\$ 65,860.78 Checks #43256 - #43352, 4-20-99
 \$ 405,918.97 Total Accounts Payable

PAYROLL: \$ 288,062.42 Payroll Checks and Direct Deposits dated 3-19-99
 \$ 21,890.01 Payroll Deduction Check #71425 - 71434, 3-19-99
 \$ 402,619.46 Payroll Checks and Direct Deposits dated 4-16-99
\$ 21,832.68 Payroll Deduction Check #71940 - 71948, dated 4-16-99
 \$ 734,404.57 Total Payroll
\$ 1140,323.54 GRAND TOTAL

2. Individual Personal Service License - Mary Ann Abts at Salon Nostalgia

Approved Mary Ann Abts for an individual personal service license to be used at Salon Nostalgia, 1690 N. McKnight Road.

3. Change of Manager Intoxicating Liquor License - Brian Meyer at The Bird

Approved a intoxicating liquor license for Brian H. Meyer at The Bird, 3035 White Bear Avenue.

4. Resolution Vacating Outstanding Assessments

Approved the following resolution vacating outstanding assessments:

99-04-024

RESOLUTION VACATING OUTSTANDING ASSESSMENTS

WHEREAS, the City has levied assessments pursuant to Minn. Stat. Ch. 429.

WHEREAS, the land is legally described as:

| <u>PARCEL DESCRIPTION</u> | <u>ASSESSMENT AMOUNT</u> |
|--|--------------------------|
| SECTION 3 TOWN 29 RANGE 22 EX E 318.15 FT; THE S 100 FT OF N 912 FT; E 910 FT ALSO EX N 912 FT; E 544 FT ALL IN THE NE 1/4 OF SE 1/4 (SUBJ TO RDS AND ESMTS) IN SEC 3 TN 29 RN22 | \$ 4,049.32 |
| SECTION 4 TOWN 29 RANGE 22 SUB TO SIDENED STH 61/1 PART OF S 80 FT OF N 827 FT OF SE 1/4 OF SE 1/4 WLY OF CL OF SD STH IN | \$ 32.60 |

SEC 4 TN 29 RN 22

| | |
|--|--------------|
| SECTION 4 TOWN 29 RANGE 22 SUB TO WIDENED STH 61/1 PART OF N 85 2/10 FR OF S 490 2/10 FT OF SE 1/4 OF SE 1/4 WLY OF CL OF SD STH IN SEC 4 TN 29 RN 22 | \$ 7.26 |
| REGISTERED LAND SURVEY 477 TRACT D | \$ 1.76 |
| MAPLELEAF ESTATES OUTLOT A | \$ 30.10 |
| MAPLELEAF ESTATES OUTLOT B | \$ 1.22 |
| CRESTVIEW THIRD ADDITION SUBJ TO ESMT; OUTLOT A | \$ 404.76 |
| CRESTVIEW THIRD ADDITION SUBJ TO ESMT; OUTLOT B | \$ 404.76 |
| MAPLEWOODS ESTATES 2 ADDITION OUTLOT A | \$ 3,378.38 |
| CAVES NEBRASKA ADDITION OUTLOT E | \$ 51.99 |
| OAKRIDGE ESTATES OUTLOT A | \$ 2,965.22 |
| KOHLMAN LAKE OVERLOOK NBO. 4 EX S 15 FT; LOT 9 NBLK 2 | \$ 2,165.16 |
| TOTAL | \$ 13,492.53 |

WHEREAS, as a result of said levied assessments, the amount of assessments are approximately \$13,429.53.

NOW, THEREFORE BE IT RESOLVED:

That the City hereby vacates the assessments in the amount of \$13,429.53 on the Tracts described herein. The City hereby waives the requirement of Minn. Stat 429.071, Subd. 2 with respect to Notice of Hearing concerning the assessments on said parcels.

5. A-Gem Auto Sales Conditional Use Permit Review (2720 Maplewood Drive)

Review the Conditional Use Permit at 2720 Maplewood Drive again in five years.

6. 1999 Minnesota COPS Grant Authorizing Resolution

Approved the following resolution authorizing the Police Department to enter into a grant agreements with the State of Minnesota for the purpose of receiving and expending funds award under the title, FY99 COPS Overtime Grant; and that the Chief of Police is authorized to sign the grant agreement and related documents for, and on behalf of, the City of Maplewood.

**RESOLUTION
99-04-025**

WHEREAS, the Maplewood Police Department has successfully applied for a grant of \$10,000 (ten thousand dollars) from the State of Minnesota under a program know as FY99 COPS Overtime; and,

WHEREAS, release of the grant funds requires a motion of the Council, authorizing the Maplewood Police Department to enter into a grant agreement with the State of Minnesota; and,

WHEREAS, receipt of said funds further requires a motion of the Council authorizing the Chief of Police to sign the grant agreements and related documents for, and on behalf of, the city;

THEREFORE, BE IT RESOLVED that the Council does hereby authorize the Maplewood Police Department to enter into a grant agreement with the State of Minnesota for the purpose accepting and expending funds awarded under the FY99 COPS Overtime Grant Agreement for the purpose stated, and in conformance with the conditions specified, in said grant agreement; and,

BE IT FURTHER RESOLVED that the Council does also hereby authorize and direct the Maplewood Chief of Police to sign the grant agreements and related documents for, and on behalf of, the city of ;Maplewood and the Maplewood Police Department.

H. PUBLIC HEARINGS:

1. 7:05 P.M. Burr Street Right-of-Way Vacation (south of Kingston Avenue)
 - 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 Paul Mueller presented the Planning Commission report.
 - e. Mayor Rossbach opened the public hearing, calling for proponents or opponents. The following person was heard:

Wayne Hurley, 1720 De Sota Street, Applicant
 - f. Mayor Rossbach closed the public hearing.

Councilmember Kittridge moved/introduced the following Resolution and moved its adoption:

99-04-026

VACATION RESOLUTION

WHEREAS, Wayne Hruby and Nancy Duff-Hruby applied for the vacation of the following-described street right-of-way:

The part of the Burr Street right-of-way that is between the south right-of-way of Kingston Avenue and the north right-of-way of State of Minnesota DNR Trail (the former railroad right-of-way) in Kings Addition to the City of Saint Paul, in Section 17, Township 29, Range 22.

WHEREAS, the history of this vacation is as follows:

1. On April 5, 1999, the planning commission recommended that the city council approve the vacation.
2. On April 26, 1999, the city council held a public hearing. The city staff published a notice in the Maplewood Review and sent a notice to the abutting 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.

WHEREAS, after the city approves this vacation, public interest in the property will go to the following abutting properties:

1. Lots 19-22, Block 6, Kings Addition to the City of Saint Paul, in Section 17, Township 29, Range 22.
2. Lots 14-18, Block 6, Kings Addition to the City of Saint Paul, in Section 17, Township 29, Range 22.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described vacation.

Seconded by Councilmember Allenspach

Ayes - all

Time Restraints move to J-1.

Mayor Rossbach congratulated Char Brooker - Environmental Award

2. 7:15 P.M. Harvester Avenue Right-of-Way Vacation (south of Stillwater Road)
 - 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 Paul Mueller presented the Planning Commission report.
 - e. Mayor Rossbach opened the public hearing, calling for proponents or opponents. The following person was heard:
Richard, 2464 Stillwater Raod
 - f. Mayor Rossbach closed the public hearing.

Councilmember Koppen moved/introduced the following Resolution and moved its adoption:

99-04-027

VACATION RESOLUTION

WHEREAS, the City of Maplewood applied for the vacation of the following-described right-of-way:

The part of the Harvester Avenue right-of-way that is south of Stillwater Road generally known as:

The east 25 feet of the Harvester Avenue right-of-way that is between the south right-of-way of Stillwater Road and a point 113.75 feet south of the south right-of-way of Stillwater Road in Section 25, Township 29, Range 22.

And more specifically described as follows:

PROPOSED RIGHT OF WAY VACATION DESCRIPTION

That part of Lot 5, Block 3, Bartelmy Acres, Ramsey County, Minnesota, being part of an existing highway easement as described in Book 1054, Page 314 (Document No. 973230), described as follows:

Commencing at the Southeast corner of said Lot 5; thence North 00 degrees 10 minutes 49 seconds West (bearing based on the Ramsey County Coordinate System, December 17, 1991 adjustment), along the East line of said Lot 5, a distance of 10.00 feet; thence South 88 degrees 53 minutes 38 seconds West, parallel with the South line of said Lot 5, a distance of 24.95 feet; thence North 25 degrees 26 minutes 42 seconds West, a distance of 76.31 feet to the Point of Beginning of the parcel of land to be described; thence continuing North 25 degrees 26 minutes 42 seconds West, a distance of 112.81 feet to a point on the Northwesterly line of said Lot 5 which is 117.10 feet southwesterly of the Northeast corner of said Lot 5; thence South 64 degrees 17 minutes 08 seconds West, along the Northwesterly line of said Lot 5, a distance of 25.00 feet; thence South 25 degrees 26 minutes 42 seconds East a distance of 115.90 feet; thence northeasterly along a non-tangential curve concave to the Southeast, an arc length of 25.47 feet, said curve has a radius of 50.70 feet, a delta angle of 28 degrees 47 minutes 05 seconds, and the chord of said curve bears North 57 degrees 15 minutes 37 seconds East, a chord length of 25.20 feet to the Point of Beginning. Reserving, however, a permanent easement for utility purposes over, under and across the southwesterly 15.00 feet of the above described parcel, described more particularly as follows: Commencing at a point on the North line of said Lot 5 which is 117.10 feet southwesterly of the Northeast corner of said Lot 5; thence South 64 degrees 17 minutes 08 seconds West, along the Northwesterly line of said Lot 5, a distance of 10.00 feet to the Point of Beginning of the easement to be described; thence continuing South 64 degrees 17 minutes 08 seconds West, along the Northwesterly line of said Lot 5, a distance of 15.00 feet; thence South 25 degrees 26 minutes 42 seconds East, a distance of 115.90 feet; thence northeasterly along a non-tangential curve concave to the Southeast, an arc length of 15.45 feet, said curve has a radius of 50.70 feet, a delta angle of 17 degrees 27 minutes 42 seconds, and the chord of said curve bears North 51 degrees 35 minutes 56 seconds East a chord length of 15.39 feet; thence North 25 degrees 26 minutes 42 seconds West, a distance of 112.51 feet to the Point of Beginning. Said vacated parcel contains 2,832 sq. ft. Portion retained for utility easement contains 1,707 sq. ft.

WHEREAS, the history of this vacation is as follows:

1. On April 5, 1999, the planning commission recommended that the city council approve the vacation.
2. On April 26, 1999, the city council held a public hearing. The city staff published a notice in the Maplewood Review and sent a notice to the abutting 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.

WHEREAS, after the city approves this vacation, public interest in the property will go to the following abutting property:

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

1. On April 5, 1999, the planning commission recommended that the city council approve this permit.
2. On April 26, 1999, the city council held a public hearing. The 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 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 plans approved by the city. The director of community development may approve minor changes.
2. The business must be started within one year of council approval or the permit shall end. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. There shall not be any outside display or storage of materials, parts or equipment.
5. The applicant shall obtain any necessary permits that may be required by the Minnesota Pollution Control Agency.

Seconded by Councilmember Allenspach

Ayes - all

I. AWARD OF BIDS

NONE

J. UNFINISHED BUSINESS

1. Site Lighting Code Amendment (Second Reading)

Councilmember Carlson moved/introduced the following Resolutions and moved there adoption:

99-04-029

RESOLUTION
APPROVING PLANS / ADVERTISING FOR BIDS

WHEREAS, pursuant to resolution passed by the city council on March 8, 1999, plans and specifications for Harvester Area Streets, Project 98-10, have been prepared by (or under the direction of) the city engineer, who has presented such plans and specifications to the council for approval,

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

1. Such plans and specifications, a copy of which are attached hereto and made a part hereof, are hereby approved and ordered placed on file in the office of the city clerk.

2. The city clerk shall prepare and cause to be inserted in the official paper and in the *Construction Bulletin* an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published twice, at least ten days before the date set for bid opening, shall specify the work to be done, shall state that bids will be publicly opened and considered by the council at 10 a.m., on the 21st day of May, 1999, at the city hall and that no bids shall be considered unless sealed and filed with the clerk and accompanied by a certified check or bid bond, payable to the City of Maplewood, Minnesota for five percent of the amount of such bid.

3. The city clerk and city engineer are hereby authorized and instructed to receive, open, and read aloud bids received at the time and place herein noted, and to tabulate the bids received. The council will consider the bids, and the award of a contract, at the regular city council meeting of March 24, 1999

99-04-030

RESOLUTION
ORDERING PREPARATION OF ASSESSMENT ROLL

WHEREAS, the city clerk and city engineer will receive bids for the improvement of the Harvester Area Streets, City Project 98-10.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the city clerk and city engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land abutting on the streets affected, without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in the city office for inspection.

FURTHER, the clerk shall, upon completion of such proposed assessment notify the council thereof.

99-04-031

RESOLUTION
ORDERING ASSESSMENT ROLL HEARING

WHEREAS, the clerk and the engineer have, at the direction of the council, prepared an assessment roll for the construction of the Harvester Area Streets, City Project 98-10, and the said assessment is on file in the office of the city clerk.

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

1. A hearing shall be held on the 24th day of May, 1999, at the city hall at 7:15 p. m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published in the official newspaper, at least two weeks prior to the hearing, and to mail notices to the owners of all property affected by said assessment.

3. The notice of hearing shall state the date, time and place of hearing, the general nature of the improvement the area to be assessed, that the proposed assessment roll is on file with the clerk and that written or oral objections will be considered.

Seconded by Councilmember Koppen

Ayes - all

Moved back to H-2.

2. Engineering Intern Budget Adjustment

- a. Manager McGuire introduced the staff report and presented the specifics of the report.

Councilmember Carlson authorized staff to hire two temporary engineering interns and make the necessary transfers from the general fund contingency to the engineering division budget in the amount not to exceed \$21,000.

Seconded by Councilmember Koppen

Ayes - all

3. City Hall Security System

Removed from the agenda.

4. Selection of Fire Station Construction Manager

- a. Manager McGuire introduced the staff report.
b. Chief Hewitt presented the specifics of the report.

Councilmember Carlson authorized the City Manager to enter into a contract with Kraus/Anderson as our construction manager for the proposed fire station.

Seconded by Councilmember Allenspach

Ayes - all

Because of the existing and increasing possibility of the occurrence of disasters of unprecedented size and destructiveness ~~destruction~~ resulting from ~~enemy attack, sabotage, or other hostile action, or from fire, flood, earthquake, tornado, blizzard, destructive winds or other natural causes, or from sabotage, hostile action, or from hazardous material mishaps;~~ and in order to insure that preparations of this city will be adequate to deal with such disasters, and generally, to provide for the common defense and to protect the public peace, health, and safety, and to preserve the lives and property of the people of this city, it is hereby found and declared to be necessary:

- (1) To establish a local city emergency management agency organization responsible for city planning and preparation for emergency government operations in time of disasters.
- (2) To provide for the exercise of necessary powers during civil defense emergencies and disasters.
- (3) To provide for the rendering of mutual aid between this city and other political subdivisions of this state and of other states with respect to the carrying out of civil defense emergency preparedness functions. (Ord. No. 378, § 601.010, 10-17-74; Ord. No. 565, § 1, 2-27-84; Ord. No. 631, 7-25-88)
- (4) To comply with provisions of Minnesota Statutes, Chapter 12, Section 12.25, et al, as amended.

State law reference - Similar provisions, M.S. § 12.02, subd. 1.

Sec. 11-2. Definitions.

For the purpose of this chapter, the following words, terms and phrases shall have the following meanings respectively ascribed to them:

Civil defense emergency means ~~an emergency declared by the governor under Minnesota Statutes, Section 12.31.~~

Emergency management means the preparation for and the carrying out of all emergency functions, other than functions for which military forces are primarily responsible, to prevent, minimize and repair injury and damage resulting from disasters caused by ~~enemy attack, sabotage, or other enemy hostile actions, or from fire, flood, earthquake, man-made or other natural causes~~ tornado and other acts of nature, or from sabotage, hostile action, or from industrial hazardous material mishaps. These functions include, without limitation, fire fighting services, police services, emergency medical and health services, rescue, engineering, air-raid warning services, communications, radiological, and chemical, and other special weapons defense, evacuation of persons from stricken areas, emergency welfare services, congregate care, emergency transportation, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civilian protection, together with all other activities necessary or incidental to preparation for and the carrying out of the foregoing functions. Emergency management includes those activities sometimes referred to as "civil defense" functions. (Ord. No. 378, § 601.020, 10-17-74; Ord. No. 565, § 1, 2-27-84; Ord. No. 631, 7-25-88)

Disaster means a situation which creates an immediate impairment to the health and safety of any person, or a situation which has resulted in or is likely to result in loss to property, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss.

Emergency means an unforeseen combination of circumstances which calls for immediate action to prevent from developing or occurring.

Civil defense Emergency management forces means any the total personnel employed by the city and any other volunteer or paid member of the local civil defense agency resources engaged in carrying on civil defense city-level emergency management functions in accordance with the provisions of this chapter or any rule or order thereunder. This includes personnel from city departments, authorized volunteers, and private organizations and agencies.

Emergency management organization means the staff element responsible for coordinating city-level planning and preparation for disaster response. This organization provides city liaison and coordination with federal, state, and local jurisdictions relative to disaster preparedness activities and assures implementation of federal and state program requirements.

Sec. 11-3. ~~Office Establishment of an emergency management (civil defense agency; director of emergency management; etc.) organization.~~

There is hereby created within the city government a ~~civil defense agency~~ which shall be named the office of emergency management, an emergency management organization which shall be under the supervision and control of a ~~director of emergency management~~ the city emergency management director, hereinafter called the "director". The director shall be appointed by the mayor, ratified by the council, report administratively to the city manager, shall serve for an indefinite term, and shall receive a salary determined by the council. In a ~~civil defense~~ an emergency he may be removed by the mayor summarily or suspended, and at other times he may be removed by the mayor, ratified by the council, for cause, after an opportunity to be heard. The director shall serve at a salary determined by the city council and shall be paid his/her necessary expenses. The director shall have direct responsibility for the organization, administration and operation of the emergency management agency, subject to the direction and control of the city ~~council~~ manager. The emergency management agency shall be organized into such divisions and bureaus, consistent with state and local ~~civil defense~~ emergency plans, as the director deems necessary to provide for the efficient performance of local ~~civil defense~~ emergency management functions during a ~~civil defense~~ an emergency. The emergency management agency shall perform ~~civil defense~~ emergency management functions within the city and in addition shall conduct such functions outside the city as may be required pursuant to the provisions of the Minnesota civil defense act of 1951, Minnesota Statutes, Chapter 12, or this chapter. (Ord. No. 378, § 601.030, 10-17-74; Ord. No. 565, § 1, 2-27-84; Ord. No. 631, 7-25-88)

Sec. 11-4. Powers and duties of ~~the~~ director ~~of~~ emergency management.

(a) ~~The director of emergency management, with the consent of the council~~ city manager, shall represent the city on any regional or state organization for ~~civil defense~~ conference for emergency management. He ~~The~~ director shall develop proposed mutual aid agreements with other political subdivisions within or outside of the state for reciprocal ~~civil defense~~ emergency management aid and assistance in ~~civil defense~~ an emergency too great to be dealt with unassisted, and he shall present such agreements to the council for its action. Such arrangements shall be consistent with the state ~~civil defense~~ emergency plan, and during a ~~civil defense~~ emergency it shall be the duty of the ~~civil defense~~ agency and ~~civil defense~~ forces to render assistance in accordance with the provisions of such mutual aid agreements. Any mutual aid arrangement with a political subdivision of another state shall be subject to the approval of the governor.

(b) The director shall make such studies and surveys of the manpower, industry ~~industries~~, resources and facilities of the city as he deems ~~deemed~~ necessary to determine their adequacy for ~~civil defense emergency management~~ and to plan for their most efficient use in time of a ~~civil defense an emergency or disaster~~. The director of emergency management shall establish the economic stabilization systems and measures, service staffs, boards and sub-boards required, in accordance with state and federal plans and directions subject to approval of the council.

(c) The director shall prepare a comprehensive ~~general~~ emergency plan for the emergency management agency preparedness of the city including municipal and unincorporated areas and shall present such plan to the council for its approval. When the council has approved the plan by resolution, it shall be the duty of all ~~municipal city~~ agencies and all ~~emergency services preparedness~~ forces of the city to perform the duties and functions assigned by the plan as approved. The plan may be modified in like manner from time to time. The director shall coordinate the ~~civil defense emergency management~~ activities of the city to the end that they shall be consistent and fully integrated with the ~~civil defense emergency~~ plan of the federal government and the state, and correlated with the ~~civil defense emergency~~ plans of other political subdivisions within the state.

(d) In accordance with the state and city emergency management plan, the director shall institute such training programs, and public information programs and shall ~~take all other preparatory steps, including the partial or full mobilization of civil defense forces in advance of actual disaster, conduct practice warning alerts and emergency exercises as may be necessary to the assure prompt and effective operation of the city emergency management plan in time of a civil defense emergency when a disaster occurs. He may, from time to time, conduct such civil defense exercises as he may deem necessary.~~

(e) The director shall utilize the personnel, services, equipment, supplies and facilities of existing departments and agencies of the city to the maximum extent practicable. The officers and personnel of all such departments and agencies shall, to the maximum extent practicable, cooperate with and extend such services and facilities to the ~~local city~~ emergency management agency organization and to the governor upon request. The head of each department or agency in cooperation with and ~~under the directions of the~~ director shall be responsible for the planning and programming of such ~~civil defense emergency~~ activities as will involve the utilization of the facilities of ~~this agency or the department or agency.~~

(f) The director shall, in cooperation with existing city departments and agencies affected, ~~organize, recruit and train auxiliary police, emergency medical personnel, and any other assist in the organizing, recruiting and training of such emergency management personnel that may be required on a volunteer basis to carry on out the emergency management plans of the city and the state. To the extent that such emergency personnel is are recruited to augment a regular city department or agency for civil defense emergencies, it they shall be assigned to such departments or agency for the purposes of agencies and shall be under the administration and command. The director may dismiss any civil defense volunteer at any time and require him to surrender any equipment and identification furnished by the city control of said department or agency.~~

(g) Consistent with the state emergency management plan services law, the director shall ~~provide and equip emergency hospitals, casualty stations, ambulances, canteens, evacuation centers, and other facilities, or conveyances for the care of injured or homeless persons coordinate the activity of municipal emergency management organizations within the city and assist in establishing and conducting training programs as required to assure emergency operational capability in the several services (Minnesota Statutes, Chapter 12, Sec. 12.25).~~

(h) The director shall carry out all orders, rules, and regulations issued by the governor with reference to civil defense emergency management.

(i) The director shall direct and coordinate the general operations of all local emergency management forces during a civil defense emergency in conformity with controlling regulations and instructions of state civil defense authorities. The heads of departments and agencies shall be governed by his orders in respect thereto act as principal aide and advisor to the city official responsible for direction and control of all city emergency operations during an emergency. The coordinator's main responsibility is to assure coordination among the operating departments, nongovernmental groups, and with higher and adjacent governments.

(j) Consistent with the emergency management plan, the director shall provide and equip at some suitable place in the city a control center and, if required by the state civil defense emergency plan, an auxiliary control center to be used during a civil defense emergency as headquarters for direction and coordination of emergency services management forces. He shall arrange for representation at the control center by municipal departments and agencies, public utilities and other agencies authorized by federal or state authority to carry on civil defense emergency management activities during a civil defense emergency. He shall arrange for the installation at the control center of necessary facilities for communication with and between heads of civil defense emergency management divisions, the stations and operating units of municipal services and other agencies concerned with emergency management and for communication with other communities and control centers within the surrounding area and with the federal and state agencies concerned.

(k) During the first thirty (30) days of a civil defense emergency, if the legislature is in session or the governor had coupled his declaration of the emergency with a call for a special session of the legislature, the director may, when necessary to save life or property, require any person, except members of the federal or state military forces and officers of the state or any other political subdivision, to perform services for civil defense purposes as he directs, and he may commandeer, for the time being, any motor vehicle, tools, appliances or any other property, subject to the owner's right to just compensation as provided by law. (Ord. No. 378, § 601.040, 10-17-74; Ord. No. 565 § 1, 2-27-84; Ord. No. 631, 7-25-88)

(j) The director may dismiss any emergency management volunteer at any time and require him/her to surrender any equipment and identification furnished by the city.

Sec. 11-5. Local emergencies.

(a) A local emergency may be declared only by the city manager and/or mayor, or their designee. It shall not be continued for a period in excess of three days except by or with the consent of the governing board of the political subdivision. Any order, or proclamation declaring, continuing, or terminating a local emergency shall be given prompt and general publicity and shall be filed promptly by the chief of the local records-keeping agency of the subdivision.

(b) A declaration of a local emergency shall invoke necessary portions of the response and recovery aspects of applicable local or inter-jurisdictional disaster plans, and may authorize aid and assistance thereunder.

(c) No jurisdictional agency or official may declare a local emergency unless expressly authorized by the agreement under which the agency functions. However, an inter-

jurisdictional disaster agency shall provide aid and services in accordance with the agreement under which it functions.

Sec. 11-6. Emergency regulations

(a) Whenever necessary to meet a civil defense declared emergency or to prepare for such an emergency for which adequate regulations have not been adopted by the governor or the city council, the mayor or his designees may by proclamation resolution promulgate regulations, consistent with applicable federal or state law or regulation respecting: Protection against air-raids; the sounding of air-raid alarms; the conduct of persons and the use of property during alarms emergencies; the repair, maintenance, and safeguarding of essential public services; emergency health, fire and safety regulations; trial drills or practice periods required for preliminary training; and all other matters which are required to protect public safety, health and welfare in civil defense declared emergencies. No regulation governing observation of enemy aircraft, air attack, alarms or illumination during air attacks shall be adopted or take effect unless approved by the state director of civil defense.

(b) Every proclamation resolution of emergency regulations shall be in writing and signed by the mayor, shall be dated, shall refer to the particular civil defense emergency to which it pertains, if so limited, and shall be filed in the office of the city clerk, where a which copy shall be kept posted and available for public inspection during business hours. Notice of the existence of such regulation and its availability of for reinspection at the clerk's office shall be conspicuously posted at the front of the city hall or other headquarters of the city and at such other places in the affected area as the mayor council shall designate in the proclamation resolution. Thereupon the regulation shall take effect immediately or at such later time as may be specified in the proclamation. By like proclamation resolution, the mayor or his designees may modify or rescind any such regulation.

(c) The city council may rescind any such regulation by resolution at any time. If not sooner rescinded, every such regulation shall expire at the end three (3) days after its effective date or at the end of the civil defense emergency to which it relates, whichever comes first. Any ordinance resolution, rule or regulation inconsistent with an emergency regulation promulgated by the mayor council shall be suspended during the period of time and to the extent that such conflict exists.

(d) During a civil defense declared emergency, the city is, notwithstanding any statutory or charter provision to the contrary, empowered, through its governing body acting within or without the corporate limits of the city, to enter into contracts and incur obligations necessary to combat such disaster by protecting the health and safety of persons and property and providing emergency assistance to the victims of such disaster. The city may exercise such powers in the light of the exigencies of the disaster without compliance with the time consuming procedures and formalities prescribed by law pertaining to the performance of public work, entering into contracts, incurring of obligations, employment of temporary workers, rental of equipment agreements, purchase of supplies and materials, limitations upon tax to publication of ordinances and resolutions, levies, and the appropriation and expenditure of public funds including, but not limited to, publication of resolutions, publication of calls for bids, provisions of civil service personnel laws and rules, provisions relating to low bids, and requirements for budgets. (Ord. No. 378, § 601.060, 10-17-74; Ord. No. 631, 7-25-88)

State law reference - Local emergencies, M.S. § 12.29.

Sec. 11-7. Emergency management a governmental function.

All functions thereunder and all other activities relating to emergency management are hereby declared to be governmental functions. The provisions of this section shall not affect the right of any person to receive benefits to which he would otherwise be entitled under this resolution or under the worker's compensation law, or under any pension law, nor the right of any such person to receive any benefits or compensation under any act of congress.

~~Sec. 11-8. Intergovernmental cooperation; supremacy of controlling federal and state law; deputizing of federal or state officers as special policemen.~~

~~(a) Every officer and agency of the city shall cooperate with federal and state authorities and with authorized agencies engaged in civil defense and emergency measures to the fullest possible extent consistent with the performance of their other duties.~~

~~(b) The provisions of this chapter and of all regulations made thereunder shall be subject to all applicable and controlling provisions of federal and state laws and of regulations and orders issued thereunder and shall be deemed to be suspended and inoperative so far as there is any conflict therewith.~~

~~(c) The city chief of police may appoint any qualified person holding a position in any agency created under federal or state authority for civil defense purposes as a special policeman of the city, with such police powers and duties within the city incident to the functions of his position, not exceeding those of a regular policeman of the city as may be prescribed in the appointment. Every such special policeman shall be subject to the supervision and control of the chief of police and such other police officers of the city as the chief may designate. (Ord. No. 378, § 601.080, 10-17-74; Ord. No. 631, 7-25-88)~~

~~State law reference - State policy that civil defense function be coordinated amongst and between governments, M.S. § 12.02 subd. 2.~~

~~Sec. 11-11 11-8. Political activities. Participation in labor dispute or politics.~~

~~The emergency management agency organization shall not participate in any form of political activity, nor shall it be employed directly or indirectly or political purposes, nor shall it be employed in a legitimate labor dispute. (Ord. No. 378, § 601.110, 10-17-74; Ord. No. 565, § 1, 2-27-84; Ord. No. 631, 7-25-88)~~

~~Sec. 11-5 11-9. Workers and volunteers; compensation; oath; identifying insignia; carrying firearms; applicability of city personnel procedures.~~

~~(a) No person shall be employed or associated in any capacity in the emergency management agency who advocates or had advocated a change by force or violence in the constitutional form of government of the United States or in this state or the overthrow of any government in the United States by force or violence, or who had has been convicted of or is under indictment for information charging any subversive act against the United States. Each person who is appointed to serve in the emergency management agency shall, before entering upon his duties, take an oath in writing before a person authorized to administer oaths in this state, or before any officer of the state department division of civil defense emergency management or the director. The oath shall be substantially in the form prescribed by Minnesota Statutes, Section 12.43, and reads as follows:~~

~~"I _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Minnesota against all enemies; foreign or domestic; that I will bear true faith and allegiance to the same, that I take this obligation freely, without any~~

mental reservation of purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter. And I do further swear (or affirm) that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the Government of the United States or of this state by force or violence; and that during such time as I am a member of the City of Maplewood, Minnesota, ~~civil-defense~~ emergency management agency, I will not advocate nor become a member of any political party or organization that advocates the overthrow of the Government of the United States, or of this state, by force or violence."

(b) Emergency management volunteers shall be called into service only in case of a ~~civil defense~~ an emergency or a natural disaster for which the regular municipal forces are inadequate or for necessary training and preparation for such emergencies. All volunteers shall serve without compensation.

(c) Emergency management volunteers shall be provided with such suitable insignia or other identification as may be required by the director. Such identification shall be in the form and style approved by the federal government. No volunteer shall exercise any authority over the persons or property of others without his identification. No person, except authorized volunteers, shall use the identification of a volunteer or otherwise represent himself to be an authorized volunteer.

~~(d) No emergency management volunteer shall carry any firearm while on duty, except on written order of the chief of police department.~~

~~(e)~~ (d) Personnel procedures of the city applicable to regular employees shall not apply to volunteer emergency management workers, but shall apply to paid employees of the emergency management agency. (Ord. No. 378, § 601.050, 10-17-74; Ord. No. 565, § 1, 2-27-84; Ord. No. 631, 7-25-88)

State law reference - Similar provisions to subsection (a), M.S. § 12.43.

~~Sec. 11-10. Prohibited illumination a nuisance.~~

~~Any illumination within the city contrary to the provisions of this chapter or any other ordinance pertaining to emergency management or of any regulation adopted thereunder or of any federal or state law, regulation or order shall be deemed a public nuisance. Any regular policemen may abate such nuisance summarily or may take any other action necessary to enforce such provisions, including entry on private property and the use of whatever reasonable force is necessary. (Ord. No. 378, § 601.100, 10-17-74; Ord. No. 565, § 1, 2-27-84; Ord. No. 631, 7-25-88)~~

~~Sec. 11-7~~ 11-10. Fiscal matters; reports.

(a) There is hereby established an account in the general fund to be known as the emergency management account. Into this account shall be placed the proceeds of taxes levied for civil defense, money transferred from other funds, gifts and other revenues of the emergency management agency. From it shall be made expenditures for the operation and maintenance of the emergency management agency and other civil defense expenditures.

(b) The director shall, as soon as possible after the end of each fiscal year, prepare and present to the city council for the information of the council and the public, a comprehensive report of the activities of the emergency management agency during the year. (Ord. No. 378, § 601.070, 10-17-74; Ord. No. 565, § 1, 2-27-84; Ord. No. 631, 7-25-88)

~~Sec. 11-12~~ 11-11. Penalty for violations of chapter.

Any person who violates any provision of this chapter or of any regulation adopted thereunder relating to acts, omissions or conduct, other than official acts of the city officers or employees, shall be guilty of a misdemeanor.
(Ord. No. 378, § 601.120, 10-17-74; Ord. No. 631, 7-25-88)

State law reference - Penalty for violation of Minnesota civil defense act of 1951, M.S. § 12.45.

Sec. 11-12. Effective date.

This state shall take effect upon approval by the City Council of the City of Maplewood.

Seconded by Councilmember Koppen

Ayes - all

L. VISITOR PRESENTATIONS

1. Thor Nordell - 1142 Sterling - expressed concern for saving Beaver Creek.

M. COUNCIL PRESENTATIONS

1. Mayor's Mailbox - Mayor Rossbach commended the Community Theatre on their production of "Nunsense" and encouraged the public to see it.
2. Melinda Coleman stated that the Clean-up Day was extremely successful. There were 650-700 vehicles that dropped off appliances etc. She has received numerous contacts from residents on their appreciation for the project.

N. ADMINISTRATIVE PRESENTATIONS

1. Referendums

O. ADJOURNMENT

Meeting adjourned at 8:05 P.M.

Karen Guilfoile, City Clerk

© GOES 7/85

PROCLAMATION

WHEREAS, the City of Maplewood is committed to children, families, communities, and neighborhoods; and

WHEREAS, the goal of Neighborhood Night is to build stronger neighborhoods and caring communities; and

WHEREAS, Neighborhood Night is working to involve every neighborhood in Maplewood and surrounding communities; and

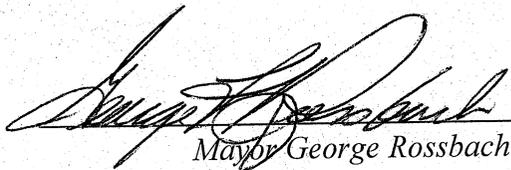
WHEREAS, in healthy neighborhoods, neighbors know each other, talk, do things together and watch out for each other; and

WHEREAS, this event will get more neighbors acquainted with each other through individual block parties; and

WHEREAS, this event is sponsored by Healthy Youth Initiatives including THRIVE from North St. Paul, Maplewood and Oakdale; and

WHEREAS, support is available for residents who wish to plan the get together.

THEREFORE, we, the City Council of Maplewood, proclaim Wednesday, May 19, 1999, as Neighborhood Night in District 622.


Mayor George Rossbach

AGENDA REPORT

TO: City Council
 FROM: Finance Director *Robert*
 RE: APPROVAL OF CLAIMS
 DATE: May 3, 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

| | |
|---------------------|---|
| \$42,572.33 | Checks #7873 thru #7884 dated 4-16 thru 4-23-99 |
| \$89,299.47 | Checks #43355 thru #43478 dated 4-27-99 |
| \$2,183.81 | Checks #7885 thru #7888 dated 4-28 thru 4-30-99 |
| <u>\$251,828.01</u> | Checks #43481 thru #43566 dated 5-4-99 |
| | |
| \$385,883.62 | Total Accounts Payable |

PAYROLL:

| | |
|----------------------------|--|
| \$291,051.30 | Payroll Checks and Direct Deposits dated 4-30-99 |
| <u>\$19,727.65</u> | Payroll Deduction check #72122 thru #72128 dated 4-30-99 |
| | |
| <u>\$310,778.95</u> | Total Payroll |
| | |
| <u><u>\$696,662.57</u></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

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|------------------------------|---|---------------------------|-----------------|
| 7873 | 04/16/99 | 190400 | DEPT. OF NATURAL RESOURCES | DNR LICENSE FEES PAYABLE | 741.00 | 741.00 |
| 7874 | 04/19/99 | 541440 | MINN. STATE TREASURER STAX | MARCH SURTAX MARCH SURTAX RETAINER | 3,811.11 76.23- | 3,734.88 |
| 7875 | 04/19/99 | 550150 | MN BENEFIT ASSOCIATION | A/R INSURANCE CONTINUANCE HCMA DEDUCTION PAY | 141.76 25.87 | 167.63 |
| 7876 | 04/19/99 | 341706 | HERITAGE BANK | US SAVINGS BONDS | 500.00 | 500.00 |
| 7877 | 04/20/99 | 510100 | MAPLE LEAF OFFICIALS ASSN. | VB GAMES OFFICIATED-5 GAMES | 97.50 | 97.50 |
| 7878 | 04/22/99 | 722200 | P.E.R.A. | PERA DED PAY-KOPFEN PERA CONTRIBUTIONS-KOPFEN | 16.53 16.53 | 33.06 |
| 7879 | 04/22/99 | 722200 | P.E.R.A. | PERA DEDUCTION PAYABLE PERA CONTRIBUTIONS | 15,470.34 19,862.65 | 35,333.01 |
| 7880 | 04/22/99 | 890900 | U.S.WEST COMMUNICATIONS | PAY TELEPHONES | 63.30 | 63.30 |
| 7881 | 04/22/99 | 450105 | LMC HOUSING BUREAU | ROOM DEPOSIT-LMC CONFERENCE ROOM DEPOSIT-LMC CONFERENCE ROOM DEPOSIT-LMC CONFERENCE | 267.00 267.00 89.00 | 623.00 |
| 7882 | 04/23/99 | 190400 | DEPT. OF NATURAL RESOURCES | DNR LICENSE FEES PAYABLE | 1,241.00 | 1,241.00 |
| 7883 | 04/23/99 | 900200 | UNITED PARCEL SERVICE | SHIPPING CHGS | 9.34 | 9.34 |
| 7884 | 04/23/99 | 080925 | BOARD OF WATER COMMISSIONERS | UTILITIES 1177 UTILITIES 1530 UTILITIES 2501 | 16.83 5.05 6.73 | 28.61 |
| 43355 | 04/27/99 | | ADEL TAHA ALWAN | REFUND OF FOOD EST. APP. FEE | 530.00 | 530.00 |
| 43356 | 04/27/99 | | PHIL COLEMAN | REFUND 2 TICKETS | 31.95 | 31.95 |
| 43357 | 04/27/99 | | MAUREEN STEINBRING | REFUND PRE SPORTS | 33.00 | 33.00 |
| 43358 | 04/27/99 | | SPRINGLAKE PARK - DIST. 16 | REFUND GROUP OVERPAID | 238.50 | 238.50 |
| 43359 | 04/27/99 | | ZIMMERMAN STABLES | REFUND PERMIT 10447 REFUND PERMIT 10447 | 150.00 .50 | 150.50 |
| 43360 | 04/27/99 | | MAI THAO | REFUND - GARDEN PLOTS | 62.00 | 62.00 |
| 43361 | 04/27/99 | | MAE XIONG | REFUND - GARDEN PLOTS | 54.00 | 54.00 |
| 43362 | 04/27/99 | | MAUREEN STEINBRING | REFUND DAYTIME T-BALL | 70.00 | 70.00 |
| 43363 | 04/27/99 | | DEBORAH PUCHALA | REFUND GARDEN PLOT | 22.00 | 22.00 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|---|---|-----------------|
| 43364 | 04/27/99 | | YUK CHAN | REFUND PART. MEMB. | 236.04 | 236.04 |
| 43365 | 04/27/99 | 010467 | AT & T | TELEPHONE | 10.99 | 10.99 |
| 43366 | 04/27/99 | 010480 | AAGARD ENVIRONMENTAL SERVICES | RUBBISH REMOVAL RUBBISH REMOVAL RUBBISH REMOVAL RUBBISH REMOVAL RUBBISH REMOVAL | 31.59 31.59 31.59 31.59 31.59 | 157.95 |
| 43367 | 04/27/99 | 010490 | ACCURATE ELECTRIC MOTOR SERV | MOTOR REPAIR STATION 2 | 54.50 | 54.50 |
| 43368 | 04/27/99 | 010576 | ACE HARDWARE INC. | DRILL, CORD COVER, CORD | 175.37 | 175.37 |
| 43369 | 04/27/99 | 010650 | ACTIVE COMMUNICATIONS | TELEPHONE | 10.60 | 10.60 |
| 43370 | 04/27/99 | 020000 | ADVANCED GRAPHICS | TONER TONER TONER TONER | 42.60 39.40 106.50 69.23 | 257.73 |
| 43371 | 04/27/99 | 020405 | AIRGAS NORTH CENTRAL | OXYGEN CYLINDER RENTAL OXYGEN CYLINDER RENTAL OXYGEN COUPLER & FITTING | 40.44 256.53 96.12 | 393.09 |
| 43372 | 04/27/99 | 020411 | AIRTOUCH CELLULAR, BELLEVUE | TELEPHONE | 614.50 | 614.50 |
| 43373 | 04/27/99 | 020870 | ALLIED MEDICAL ACCTS CONTROL | COMMISSION DUE FOR COLLECT. AGE | 289.55 | 289.55 |
| 43374 | 04/27/99 | 021200 | AMERICAN FASTENER OF MN, INC. | RECP., DBL HEAT SHRINK, CABL TIE | 84.99 | 84.99 |
| 43375 | 04/27/99 | 021225 | AMERICAN IRRIGATION & TURF SUP | ELBOW, CLAMPS, POLY PIPE, TEE | 47.02 | 47.02 |
| 43376 | 04/27/99 | 021250 | AMERIPRIDE LINEN & APPAREL SER | MATS | 15.98 | 15.98 |
| 43377 | 04/27/99 | 021600 | AMSTERDAM PRINTING & LITHO | PERSONNEL FILES | 144.67 | 144.67 |
| 43378 | 04/27/99 | 021700 | AMOCO OIL COMPANY | FUEL & OIL | 25.47 | 25.47 |
| 43379 | 04/27/99 | 030310 | ANCOM COMMUNICATIONS, INC. | SPEAKER, BATTERY, SPEAKER, BATTERY | 178.60 440.59 | 619.19 |
| 43380 | 04/27/99 | 030660 | ANIMAL CONTROL SERVICES, INC. | ANIMAL CONTROL 4/11 THRU 4/19 | 558.83 | 558.83 |
| 43381 | 04/27/99 | 041500 | ASPEN MILLS | UNIFORMS & CLOTHING | 107.50 | 107.50 |
| 43382 | 04/27/99 | 061605 | BARREL MAN | 55 GAL. PLASTIC DRUMS | 798.75 | 798.75 |
| 43383 | 04/27/99 | 061700 | BATTERIES PLUS | BATTERIES-BACK UP LIGHTING | 31.92 | 31.92 |
| 43384 | 04/27/99 | 061906 | BAUER BUILT | BATTERY | 45.20 | |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|-------------------------------|--|---|-----------------|
| | | | | TIRES, BATTERY | 173.67 | 218.87 |
| 43385 | 04/27/99 | 070100 | BEARCOM | RADIO-UHF MEDICA SQD 961 | 417.90 | 417.90 |
| 43386 | 04/27/99 | 110489 | CARQUEST-MAPLEWOOD | PAINT | 27.65 | 27.65 |
| 43387 | 04/27/99 | 120400 | CEMSTONE PRODUCTS CO. | GROUT CEMENT | 20.33 | 20.33 |
| 43388 | 04/27/99 | 131615 | CITY WIDE RADIO INC. | REPAIR TO E3 REPAIR & MAINT/RADIO R-2 REPAIR E-7 REPAIR MEDIC 1 REPAIR | 253.99 78.00 107.53 107.53 140.00 | 687.05 |
| 43389 | 04/27/99 | 131734 | CLARK, DAVID H | REPAIR TO SIREN ON V-2 | 37.50 | 37.50 |
| 43390 | 04/27/99 | 140600 | CODE THREE INSTALLATIONS | INSTALL EQUIP. IN BAIT CAR | 1,615.78 | 1,615.78 |
| 43391 | 04/27/99 | 151900 | CONTINENTAL SAFETY EQUIP. | SENSORS | 294.50 | 294.50 |
| 43392 | 04/27/99 | 170200 | CUB FOODS-MAPLEWOOD EAST | ORANGE JUICE, BAKERY | 19.26 | 19.26 |
| 43393 | 04/27/99 | 170250 | CUSTOM FIRE APPARATUS, INC. | SWITCH | 68.71 | 68.71 |
| 43394 | 04/27/99 | 180240 | DP INDUSTRIAL MARKETING | KEY PINS | 138.97 | 138.97 |
| 43395 | 04/27/99 | 180985 | DANKO EMERGENCY EQUIPMENT CO. | UNIFORMS & CLOTHING | 403.00 | 403.00 |
| 43396 | 04/27/99 | 190500 | DEPT. OF PUBLIC SAFETY | QTRLY BCA CHG.-1ST QTR 1999 BCA QTRLY CHG/2ND PRT/JAN-MAR | 1,890.00 1,710.00 | 3,600.00 |
| 43397 | 04/27/99 | 210275 | DON'S DOOR SERVICE CO. | REPAIR BROKEN PD GARAGE DOOR | 409.25 | 409.25 |
| 43398 | 04/27/99 | 230220 | EDI CO. | PRINTER | 207.68 | 207.68 |
| 43399 | 04/27/99 | 230288 | ERSI | BOOKS | 58.01 | 58.01 |
| 43400 | 04/27/99 | 230900 | DANKA OFFICE IMAGING CO. | NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE NOV/DEC/JAN/FEB USAGE | 164.67 164.67 5.42 212.75 443.24 393.94 93.92 181.20 440.53 364.85 | 2,465.19 |
| 43401 | 04/27/99 | 240375 | EMERGENCY APPARATUS MAINT. | REPAIR & MAINT/T-4 REPAIR TO L1 | 882.32 127.20 | 1,009.52 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|--|--|-----------------|
| 43402 | 04/27/99 | 240590 | ENCHANTED WINDOW | MINI BLIND, INSTALLATION | 253.47 | 253.47 |
| 43403 | 04/27/99 | 260290 | FARMER BROS. CO. | MDSE. FOR RESALE MDSE. FOR RESALE | 223.82 101.46 | 325.28 |
| 43404 | 04/27/99 | 260648 | 1ST LINE BEVERAGE | MDSE. FOR RESALE | 122.79 | 122.79 |
| 43405 | 04/27/99 | 260656 | FIRE EQUIPMENT SPECIALTIES, IN | HOSE HOSE | 414.98 414.98 | 829.96 |
| 43406 | 04/27/99 | 280085 | FOREMOST FIRE PROMOTIONS | PROGRAM SUPPLIES | 310.26 | 310.26 |
| 43407 | 04/27/99 | 280110 | FORESTRY SUPPLIERS, INC. | SUSPENSION,RATCHET,SURE-LOCK SALES TAX PBL. OUT OF STATE DRIP TORCH SALES TAX PBL. OUT OF STATE | 86.91 5.31- 279.78 17.08- | 344.30 |
| 43408 | 04/27/99 | 300500 | G & K SERVICES | UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING MATS SUPPLIES - JANITORIAL UNIFORMS & CLOTHING MATS SUPPLIES - JANITORIAL UNIFORMS & CLOTHING UNIFORMS & CLOTHING UNIFORMS & CLOTHING UNIFORMS & CLOTHING | 5.19 11.20 28.00 39.48 12.80 12.00 17.25 5.19 49.60 14.91 96.63 76.88 38.71 27.07 | 434.91 |
| 43409 | 04/27/99 | 301070 | GALL'S, INC. | REPAIR & MAINT/VEHICLE REPAIR & MAINT/VEHICLE REPAIR & MAINT/VEHICLE PATCHES-CADET | 220.96 169.99 317.96 88.69 | 797.60 |
| 43410 | 04/27/99 | 301195 | GARCEAU HARDWARE & POWER EQUIP | 1999 SHORELANDER TRAILER TOUNGE JACK | 1,063.94 58.52 | 1,122.46 |
| 43411 | 04/27/99 | 320501 | GROUP HEALTH PLAN, INC. | PALS CERT.-HALE ACLS RE-CERT. -HALE | 185.00 75.00 | 260.00 |
| 43412 | 04/27/99 | 330730 | HARDWOOD CREEK LUMBER, INC. | WOOD STAKES | 125.14 | 125.14 |
| 43413 | 04/27/99 | 340110 | HEJNY RENTALS, INC | RENTAL PANCAKE DISPENSER | 159.11 | 159.11 |
| 43414 | 04/27/99 | 351300 | HORSNELL, JUDITH | MILEAGE REIMBURSEMENT 36.2 MI. | 10.14 | 10.14 |
| 43415 | 04/27/99 | 401670 | JOLLY TYME FAVORS | KAZOOS, RULERS | 96.30 | 96.30 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|--|--|-----------------|
| 43416 | 04/27/99 | 410160 | KPMG LLP | AUDIT WORK | 3,000.00 | 3,000.00 |
| 43417 | 04/27/99 | 410370 | KATH COMPANIES | ADHESIVE STRIPES AIR PUMP, GASKET PADS TIE ROD END UNLEADED MID-GRADE GASOLINE | 24.93 54.78 99.35 21.91 5,542.42 | 5,743.39 |
| 43418 | 04/27/99 | 430350 | GECC/KNOX LUMBER | PLYWOOD | 39.55 | 39.55 |
| 43419 | 04/27/99 | 430970 | KRECH'S BUSINESS SYSTEMS, INC. | REPAIR LJ 4 | 108.43 | 108.43 |
| 43420 | 04/27/99 | 440900 | KVAM, DAVID | UNIFORMS & CLOTHING | 194.93 | 194.93 |
| 43421 | 04/27/99 | 450140 | L.T.G. POWER EQUIPMENT | FILTERS,CASTOR WHEELS,SPARK PL | 309.84 | 309.84 |
| 43422 | 04/27/99 | 470722 | LINCOLN MARKETING, INC. | MAPS | 241.00 | 241.00 |
| 43423 | 04/27/99 | 500300 | M.A. ASSOCIATES | CAN LINERS, TOILET TISSUE | 501.44 | 501.44 |
| 43424 | 04/27/99 | 501225 | MAC QUEEN EQUIPMENT | IDLER WELDMENT, SPROCKET & BRG | 950.87 | 950.87 |
| 43425 | 04/27/99 | 510100 | MAPLE LEAF OFFICIALS ASSN. | VB GAMES OFFICIATED | 54.00 | 54.00 |
| 43426 | 04/27/99 | 510500 | MAPLEWOOD BAKERY | COOKIES, DONUTS BIRTHDAY CAKES | 771.60 178.75 | 950.35 |
| 43427 | 04/27/99 | 530560 | MERIT CHEVROLET | VALVE ASM. GASKET | 17.38 1.44 | 18.82 |
| 43428 | 04/27/99 | 530730 | METRO ATHLETIC SUPPLY | PITCHING RUBBERS, 1ST BASES WHEEL LIMER BASKETBALL RIMS | 1,414.64 339.74 740.26 | 2,494.64 |
| 43429 | 04/27/99 | 531400 | METRO SALES INC. | SUPPLIES - OFFICE | 78.97 | 78.97 |
| 43430 | 04/27/99 | 540480 | MIKE'S LP GAS & R.V. SERVICE | INSTALL AWNING | 756.22 | 756.22 |
| 43431 | 04/27/99 | 540770 | MINNCOMM PAGING | PAGER | 216.16 | 216.16 |
| 43432 | 04/27/99 | 542140 | MINNESOTA FIRE SERVICE | FIREFIGHTER RECERTIFICATION | 300.00 | 300.00 |
| 43433 | 04/27/99 | 542345 | MINNESOTA PHOTO | FILM, DEVELOPING FILM FILM DEVELOPING FILM DEVELOPING FILM DEVELOPING | 15.21 9.22 3.14 8.06 3.14 | 38.77 |
| 43434 | 04/27/99 | 561200 | MIRACLE RECREATION EQUIPMENT | 15' PORTABLE PLAYER BENCHES | 1,042.12 | 1,042.12 |
| 43435 | 04/27/99 | 610400 | MUNICILITE CO. | TAIL LIGHT KIT | 83.50 | |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
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| | | | | 24 VOLT RESPONDER II | 152.08 | 235.58 |
| 43436 | 04/27/99 | 640815 | NEWPROS DATA, INC. | PUBLISHING | 39.00 | |
| | | | | PUBLISHING | 39.00 | 78.00 |
| 43437 | 04/27/99 | 660900 | NORTH STAR TURF, INC. | PAINT | 188.51 | 188.51 |
| 43438 | 04/27/99 | 661600 | NORTHERN TOOL & EQUIPMENT CO. | BRG KIT | 29.80 | |
| | | | | 6-WAY - 4 ELEC. | 23.41 | 53.21 |
| 43439 | 04/27/99 | 661755 | NORTHERN STATES POWER | 1177 | 1,378.76 | |
| | | | | 1830 | 1,578.96 | |
| | | | | 1830 | 8,037.12 | |
| | | | | 2380 | 140.70 | 11,135.54 |
| 43440 | 04/27/99 | 670940 | NU-METRICS | VEH.INSTALL.KIT,INTERFACE ADPT | 190.64 | |
| | | | | SALES TAX PBL. OUT OF STATE | 11.64 | 179.00 |
| 43441 | 04/27/99 | 690340 | OLSON, ARNOLD G | PLAN REVIEW SERVICES | 700.00 | |
| | | | | MILEAGE REIMBURSEMENT 237 MI. | 66.36 | 766.36 |
| 43442 | 04/27/99 | 691600 | ORGANIZATIONAL DEVELPMNT CORP | SUBSCRIPTIONS & MEMBERSHIPS | 189.00 | 189.00 |
| 43443 | 04/27/99 | 700800 | PAPER WAREHOUSE, INC. | CUPS,BALLOONS,NAPKINS,PLATES | 104.93 | 104.93 |
| 43444 | 04/27/99 | 711400 | PETSMART | AMMONIA,CONDITIONER,FILTER | 52.97 | 52.97 |
| 43445 | 04/27/99 | 740800 | RADIO SHACK | COAXIAL, RCA CABLE | 18.74 | |
| | | | | 3 PAK VCR TAPE | 8.51 | |
| | | | | SPLITER FOR PA | 3.18 | 30.43 |
| 43446 | 04/27/99 | 741200 | RAINBOW FOODS | SPRING PARTY/MUDWORKS SUPPLIES | 12.37 | 12.37 |
| 43447 | 04/27/99 | 742110 | REGIONS HOSPITAL | DRUGS | 194.08 | 194.08 |
| 43448 | 04/27/99 | 750550 | REINHART INSTITUTIONAL FOODS | SUPPLIES-MEMBER APPREC BREAKFA | 676.89 | |
| | | | | CHIPS,RELISH,MAYO,CRACKERS, | 534.23 | 1,211.12 |
| 43449 | 04/27/99 | 761200 | ROAD RESCUE, INC. | ADD'L EQUIP.REQ.-SQD CHANGEQVR | 875.00 | |
| | | | | ADD'L EQUIP.REQ.-SQD CHANGEQVR | 1,326.00 | |
| | | | | ADD'L EQUIP.REQ.-SQD CHANGEQVR | 1,573.53 | |
| | | | | ADD'L EQUIP REQ.-SQD CHANGEQVR | 940.00 | |
| | | | | ADD'L EQUIP REQ.-SQD CHANGEQVR | 1,560.00 | |
| | | | | ADD'L EQUIP REQ.-SQD CHANGEQVR | 1,906.72 | 8,181.25 |
| 43450 | 04/27/99 | 761300 | ROADRUNNER | COURIER SERVICES | 21.80 | 21.80 |
| 43451 | 04/27/99 | 780300 | S&T OFFICE PRODUCTS INC. | CORRECT. TAPE, CALL REG. LOG | 28.00 | |
| | | | | MONITOR RISER,FOLDERS,LEAD | 148.58 | |
| | | | | SUPPLIES - OFFICE | 8.41 | |
| | | | | SUPPLIES - OFFICE | 62.64 | |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
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| | | | | FILE LINKS, BLANK FILE | 8.76 | |
| | | | | FILE LINKS, BLANK FILE | 14.65 | |
| | | | | FOLDERS, ENVELOPES, PENS, LABELS | 95.47 | |
| | | | | SUPPLIES - OFFICE | 343.31 | 709.82 |
| 43452 | 04/27/99 | 780600 | SAM'S CLUB DIRECT | DUMDUM, PAPER BAGS, AIRHEADS | 139.57 | |
| | | | | ALMOND JOY, DORITOS, CHEETOS, | 111.26 | |
| | | | | 409, LYSOL | 51.06 | 301.89 |
| 43453 | 04/27/99 | 800075 | SEARS | STAPLE GUN, STAPLES, TOOL MATS | 64.91 | 64.91 |
| 43454 | 04/27/99 | 810620 | SHORTREED, MICHAEL | LUNCH AT MEDIC SCHOOL | 36.96 | 36.96 |
| 43455 | 04/27/99 | 820600 | SNAP-ON TOOLS | BATTERY PACK | 55.87 | 55.87 |
| 43456 | 04/27/99 | 840403 | ST. PAUL, CITY OF | HYD. USE PERMIT | 171.20 | |
| | | | | HYD. USE PERMIT | 171.20 | |
| | | | | PARK DEPT. HYD PERMIT | 171.20 | |
| | | | | HYDRANT USAGE | 102.05 | 615.65 |
| 43457 | 04/27/99 | 840405 | ST. PAUL, CITY OF | CRIME LAB SERVICES | 110.00 | |
| | | | | MEDIC SUPPLIES AND EQUIP. | 2,851.98 | |
| | | | | MEDIC SUPPLIES AND EQUIP. | 537.10 | 3,499.08 |
| 43458 | 04/27/99 | 843655 | STRINGER BUSINESS SYSTEMS, INC | MAINT. AGREEMENT | 345.53 | |
| | | | | TONER | 81.95 | 427.48 |
| 43459 | 04/27/99 | 850320 | SUBURBAN SPORTSWEAR, INC. | YOUTH/ADULT T'S-RED, ASH | 211.60 | 211.60 |
| 43460 | 04/27/99 | 850395 | SUNRAY B-T-B | INVENTORY OF SUPPLIES | 28.87 | |
| | | | | INVENTORY OF SUPPLIES | 17.03 | 45.90 |
| 43461 | 04/27/99 | 850674 | SUPERIOR SERVICES | MARCH RECYCLING | 15,024.59 | 15,024.59 |
| 43462 | 04/27/99 | 850685 | SUZANNE'S CUISINE, INC. | BOX LUNCHESS, ASSORTED POP | 57.94 | 57.94 |
| 43463 | 04/27/99 | 851575 | SYSTEMS SUPPLY, INC. | ZIP DISKS | 95.42 | |
| | | | | EPSON RIBBONS | 248.60 | |
| | | | | 3PART COLORED PAPER | 384.46 | |
| | | | | PAPER | 34.72 | |
| | | | | SUPPLIES - EQUIPMENT | 275.09 | |
| | | | | SUPPLIES - OFFICE | 112.78 | |
| | | | | GENICOM RIBBONS | 405.51 | |
| | | | | CLEANING TAPES | 22.05 | |
| | | | | INK CART FOR EPSON 1520 | 49.15 | 1,627.78 |
| 43464 | 04/27/99 | 860650 | TARGET STORES-CSA A/R | SPRING PARTY SUPPLIES | 15.13 | |
| | | | | POP | 47.73 | 62.86 |
| 43465 | 04/27/99 | 860710 | TAYLOR, MARSHA | FITNESS PROG. DIRECTOR 1ST QTR | 1,250.00 | 1,250.00 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
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| 43466 | 04/27/99 | 861669 | THE MOBILE PHONE COMPANY | INSTALL PHONE DC 2 | 159.77 | 159.77 |
| 43467 | 04/27/99 | 871600 | TOUSLEY FORD, INC. | WHEEL COVER REPAIR WHITE TAURUS, WHEEL COV | 48.59 313.94 | 362.53 |
| 43468 | 04/27/99 | 880501 | TREADWAY GRAPHICS | NYLON JACKETS | 225.25 | 225.25 |
| 43469 | 04/27/99 | 880675 | TROPHIES UNLIMITED | TROPHIES | 220.00 | 220.00 |
| 43470 | 04/27/99 | 882830 | TWIN CITIES TRANSPORT & RECOVE | TOWING M4 | 47.93 | 47.93 |
| 43471 | 04/27/99 | 900173 | UNITED HOSPITAL | PRE PLACEMENT SCREENING | 56.00 | 56.00 |
| 43472 | 04/27/99 | 911350 | VIKING ELECTRIC SUPPLY | BLK WEATHER REIST. TIE | 326.08 | 326.08 |
| 43473 | 04/27/99 | 912100 | VIRTUE PRINTING | CORRECTION NOTICES | 113.91 | 113.91 |
| 43474 | 04/27/99 | 920625 | VOYAGEUR ASSEST MGMT, LLC | INVESTMENT MGMT FEES | 740.00 | 740.00 |
| 43475 | 04/27/99 | 931300 | WALSH, WILLIAM P. | COMM. PLBG. INSP. 10446 COMM. PLBG. INSP. 10446 COMM. PLBG. INSP. 10446 | 36.00 45.00 45.00 | 36.00 |
| 43476 | 04/27/99 | 970650 | YELLOW PAGES INC. | ADVERTISING | 316.00 | 316.00 |
| 43477 | 04/27/99 | 970700 | YOCUM OIL CO. | FUEL & OIL FUEL & OIL | 12.87 31.29 | 44.16 |
| 43478 | 04/27/99 | 980195 | ZARNOTH BRUSH WORKS, INC. | ELGIN PRO STRIP | 268.38 | 268.38 |
| TOTAL CHECKS | | | | | | 131,871.80 |

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CITY OF MAPLEWOOD
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| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|----------------------------|--------------------------|----------------|-----------------|
| 7885 | 04/28/99 | 842500 | STATE OF MINNESOTA | BOILER LIC RENEWAL-BEHAN | 15.00 | 15.00 |
| 7886 | 04/29/99 | 630018 | NCPERS GROUP LIFE INS | PERA LIFE INSURANCE | 249.00 | 249.00 |
| 7887 | 04/30/99 | 190400 | DEPT. OF NATURAL RESOURCES | DNR LICENSE FEES PAYABLE | 1,395.00 | 1,395.00 |
| 7888 | 04/30/99 | 661755 | NORTHERN STATES POWER | UTILITIES 2501 | 524.81 | 524.81 |
| TOTAL CHECKS | | | | | | 2,183.81 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|--|------------------|-----------------|
| 43481 | 05/04/99 | | THOMAS LEHMANN | REFUND SWIMMING | 38.00 | 38.00 |
| 43482 | 05/04/99 | | WOODBURY MECHANICAL | REFUND DUP.HTG.PERMIT 9900678 REFUND DUP.HTG.PERMIT 9900678 | 25.00 .50 | 25.50 |
| 43483 | 05/04/99 | | NANCY FOX | REFUND GOLF CAMP | 150.00 | 150.00 |
| 43484 | 05/04/99 | | JOHN STRONG | REFUND T-BALL | 25.00 | 25.00 |
| 43485 | 05/04/99 | | KALING WONG | REFUND 2 FIELD TRIPS | 50.00 | 50.00 |
| 43486 | 05/04/99 | | DARRELL ROGERS | REFUND PATIENT PD F21497 | 334.15 | 334.15 |
| 43487 | 05/04/99 | | MEDICA HEALTH PLAN ACCOUNTING | REFUND OVERPMT. 99000463 | 30.00 | 30.00 |
| 43488 | 05/04/99 | | JEANNE SCHICHEL | REFUND OVERPMT. MEMB. | 10.00 | 10.00 |
| 43489 | 05/04/99 | 010467 | AT & T | TELEPHONE | 311.08 | 311.08 |
| 43490 | 05/04/99 | 010575 | ACE HARDWARE | CHAIN, RINGS | 17.35 | 17.35 |
| 43491 | 05/04/99 | 020160 | AFFORDABLE VACUUM | VAC. BAGS | 26.09 | 26.09 |
| 43492 | 05/04/99 | 020405 | AIRGAS NORTH CENTRAL | OXYGEN FITTINGS & COUPLERS OXYGEN FITTINGS & COUPLERS | 299.82 401.25 | 701.07 |
| 43493 | 05/04/99 | 021225 | AMERICAN IRRIGATION & TURF SUP | STAINLESS CLAMPS | 2.17 | 2.17 |
| 43494 | 05/04/99 | 021250 | AMERIPRIDE LINEN & APPAREL SER | MATS | 36.16 | 36.16 |
| 43495 | 05/04/99 | 021425 | AMERICAN PLANNING ASSOCIATION | APA DUES FOR L. FISCHER | 65.00 | 65.00 |
| 43496 | 05/04/99 | 031905 | AQUA LOGIC, INC. | POOL CHEMICALS | 933.05 | 933.05 |
| 43497 | 05/04/99 | 050675 | AWARDS BY HAMMOND, INC. | PLAQUE-HALWEG | 31.03 | 31.03 |
| 43498 | 05/04/99 | 061906 | BAUER BUILT | TRAILER TIRE | 64.24 | 64.24 |
| 43499 | 05/04/99 | 081230 | BOYER TRUCK PARTS | DRIVER BELT, NUT, ALT. | 107.47 | 107.47 |
| 43500 | 05/04/99 | 090800 | BRODIN STUDIOS, INC. | PLAQUE - STILL | 100.00 | 100.00 |
| 43501 | 05/04/99 | 091300 | BRUCE CHRISTOPHER SEMINARS, IN | DEPOSIT-CITY EMPLOYEE TRAINING SESSIONS | 2,500.00 | 2,500.00 |
| 43502 | 05/04/99 | 120650 | CERTIFIED LABORATORIES | CASE-PREMLUBE RED | 320.90 | 320.90 |
| 43503 | 05/04/99 | 151350 | COMPUCARD INC. | CR80 PVC CARDS | 102.85 | 102.85 |
| 43504 | 05/04/99 | 152410 | COPY SERVICE CORP. | COPY CHARGE | 121.38 | 121.38 |
| 43505 | 05/04/99 | 210275 | DON'S DOOR SERVICE CO. | REPAIR POLICE GARAGE DOOR | 409.25 | 409.25 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
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| 43506 | 05/04/99 | 260250 | FACILITY SYSTEMS, INC. | COMPONENTS/CITY CLERK WORKSTAT | 3,803.36 | 3,803.36 |
| 43507 | 05/04/99 | 260286 | FAMILY SERVICE, INC. | SERVICE 1/1 - 6/30/99 | 18,250.00 | 18,250.00 |
| 43508 | 05/04/99 | 260642 | FINANCE DEPARTMENT-AC | CONF.REG.FEES FOR LMC ANN CONF | 512.00 | |
| | | | | CONF.REG.FEES FOR LMC ANN CONF | 145.00 | |
| | | | | CONF.REG.FEES FOR LMC ANN CONF | 840.00 | 1,497.00 |
| 43509 | 05/04/99 | 270250 | FLOR, TIM | LUNCH AT TRAINING | 23.00 | 23.00 |
| 43510 | 05/04/99 | 280840 | FRASER, JOHN | LUNCH DARE STUDENT ROLL MODELS | 31.69 | 31.69 |
| 43511 | 05/04/99 | 300500 | G & K SERVICES | UNIFORMS & CLOTHING | 12.80 | |
| | | | | MATS | 12.00 | |
| | | | | SUPPLIES - JANITORIAL | 17.25 | |
| | | | | UNIFORMS & CLOTHING | 93.57 | |
| | | | | MATS | 41.27 | |
| | | | | UNIFORMS & CLOTHING | 12.80 | |
| | | | | MATS | 12.00 | |
| | | | | SUPPLIES - JANITORIAL | 17.25 | |
| | | | | UNIFORMS & CLOTHING | 5.19 | |
| | | | | SUPPLIES - JANITORIAL | 11.20 | |
| | | | | UNIFORMS & CLOTHING | 76.88 | |
| | | | | UNIFORMS & CLOTHING | 38.71 | |
| | | | | UNIFORMS & CLOTHING | 27.09 | 378.01 |
| 43512 | 05/04/99 | 301070 | GALL'S, INC. | SUPER NOVA VISOR LIGHT | 159.98 | |
| | | | | CFR MASKS | 102.89 | 262.87 |
| 43513 | 05/04/99 | 301350 | GENERAL BINDING CORPORATION | THERMOBIND COVERS | 812.50 | 812.50 |
| 43514 | 05/04/99 | 302650 | GLASS & MIRROR, INC. | INSTALL GLASS DOOR-CITY HALL | 291.44 | 291.44 |
| 43515 | 05/04/99 | 320300 | GREEN VALUE NURSERY | HAY & STRAW | 17.95 | 17.95 |
| 43516 | 05/04/99 | 350470 | HIEBERT, STEVEN | K-9 HANDLER, APRIL | 35.00 | 35.00 |
| 43517 | 05/04/99 | 351320 | HORWATH, THOMAS | TREE INSPECTION | 975.00 | 975.00 |
| 43518 | 05/04/99 | 410370 | KATH COMPANIES | PADS | 46.15 | |
| | | | | LOCTITE QUICK GRID | 7.46 | |
| | | | | PADS | 40.15 | 93.76 |
| 43519 | 05/04/99 | 420150 | KINKO'S CUSTOMER ADM SERVICES | COVER STOCK-BUDGET OBJ. BOOKS | 79.82 | |
| | | | | 45 COPIES OF CIP BOOK | 461.76 | 541.58 |
| 43520 | 05/04/99 | 440900 | KVAM, DAVID | LUNCHES - SCHOOL | 29.66 | 29.66 |
| 43521 | 05/04/99 | 450120 | L.M.C.I.T. | INSURANCE | 1,409.34 | 1,409.34 |
| 43522 | 05/04/99 | 450185 | LABOR ALL | JANITORIAL SERVICES | 617.76 | 617.76 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
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| 43523 | 05/04/99 | 460000 | LE, SHERRIE L | MEALS, LODGING, TAXI-NPELRA | 721.87 | 721.87 |
| 43524 | 05/04/99 | 460800 | LESCO, INC. | FERTILIZER | 211.94 | 211.94 |
| 43525 | 05/04/99 | 470700 | LILLIE SUBURBAN NEWSPAPERS | EMPLOYMENT AD-P/T CUSTODIAN AD FOR BIDS PUBLIC NOTICES | 159.20 39.72 61.96 | 260.88 |
| 43526 | 05/04/99 | 500300 | M.A. ASSOCIATES | CLEAN & CLEAR BROOMS, HANDLE, BRACES GLASS CLEANER | 161.03 380.69 33.55 | 575.27 |
| 43527 | 05/04/99 | 520500 | MCGUIRE, MICHAEL | VEHICLE ALLOWANCE-MAY | 450.00 | 450.00 |
| 43528 | 05/04/99 | 530500 | MENARDS | ROPE, TARPS | 154.99 | 154.99 |
| 43529 | 05/04/99 | 530560 | MERIT CHEVROLET | PLATE | 34.94 | 34.94 |
| 43530 | 05/04/99 | 530770 | METRO COMMERCIAL SERVICE | REPAIRED OVEN-MCC KITCHEN REPAIRED OVEN-MCC KITCHEN | 104.75 15.23 | 119.98 |
| 43531 | 05/04/99 | 531650 | METROPOLITAN COUNCIL | WASTEWATER SERVICE 5-99 | 178,131.63 | 178,131.63 |
| 43532 | 05/04/99 | 540175 | MIDWEST COCA-COLA BOTTLING CO. | MDSE. FOR RESALE MDSE. FOR RESALE | 357.40 266.70 | 624.10 |
| 43533 | 05/04/99 | 542345 | MINNESOTA PHOTO | FILM DEVELOPING ROLLS OF FILM | 3.46 134.19 | 137.65 |
| 43534 | 05/04/99 | 542455 | MINNESOTA SHREDDING LLC | DOC. DESTRUCTION | 93.24 | 93.24 |
| 43535 | 05/04/99 | 542680 | MINUTEMAN PRESS-MAPLEWOOD | FLYERS FOR DARE BIKE-A-THON | 318.12 | 318.12 |
| 43536 | 05/04/99 | 630056 | NSPAA | PMT. LEAGUE FEES-GIRLS SFTBALL | 530.00 | 530.00 |
| 43537 | 05/04/99 | 660800 | NORTH ST. PAUL CITY OF | 1902 2100 SEWER 1830 E CO.RD B 1902 COPE | 1,516.88 218.29 401.92 | 2,137.09 |
| 43538 | 05/04/99 | 661190 | NORTHERN FRAMES & GALLERY | FRAME FOR BOILER LIC. | 17.93 | 17.93 |
| 43539 | 05/04/99 | 661755 | NORTHERN STATES POWER | 1200 1677 2725 63 1940 2100 1830 | 4.71 83.90 137.80 28.27 .10 14,170.71 6,184.10 | 20,609.59 |
| 43540 | 05/04/99 | 670950 | NYSTROM PUBLISHING COMPANY INC | PUBLISHING-CITY NEWSLETTER | 1,244.78 | 1,244.78 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|--------------------------------|---|--|-----------------|
| 43541 | 05/04/99 | 691800 | OSWALD HOSE & ADAPTERS | HOSE, COUPLING, ATTACHMENT | 80.67 | 80.67 |
| 43542 | 05/04/99 | 700735 | PALMA, STEVEN T | K-9 HANDLER, APRIL | 35.00 | 35.00 |
| 43543 | 05/04/99 | 700742 | PALM BROTHERS | ROLLERS - SNACK BAR SILVER STONE ROLLERS- SNACK BAR | 173.61 172.53 | 346.14 |
| 43544 | 05/04/99 | 741600 | RAMSEY COUNTY | FINAL PMT-BEAM/KENNARD SIGNALS | 964.71 | 964.71 |
| 43545 | 05/04/99 | 750550 | REINHART INSTITUTIONAL FOODS | CHIPS,MUSTARD,CHEESE SAUCE, CHIPS,FRANKS,HALF & HALF,BRATS | 381.10 141.71 | 522.81 |
| 43546 | 05/04/99 | 780300 | S&T OFFICE PRODUCTS INC. | SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SORTER VERT. FILE PAPER, TAPES, RUBBER BANDS | 137.82 14.14 78.86 7.04 11.18 242.24 19.94 7.20 | 518.42 |
| 43547 | 05/04/99 | 780600 | SAM'S CLUB DIRECT | CANDY FOR YOUTH DANCE AT CARVE SNACK BAR ITEMS SNACK BAR ITEMS | 131.56 202.52 334.89 | 668.97 |
| 43548 | 05/04/99 | 800075 | SEARS | TAPE,COUPLER,BLADES,HOSE,NOZZL BOSCH JIGSAW | 81.62 159.99 | 241.61 |
| 43549 | 05/04/99 | 810620 | SHORTREED, MICHAEL | LUNCHES AT MEDIC SCHOOL | 29.86 | 29.86 |
| 43550 | 05/04/99 | 830240 | SOKKIA MEASUREING SYSTEMS | MAINT. ON TOPCON LEVEL | 45.00 | 45.00 |
| 43551 | 05/04/99 | 850395 | SUNRAY B-T-B | CALIPER-CORE | 32.08 | 32.08 |
| 43552 | 05/04/99 | 860080 | T.A. SCHIFSKY & SONS, INC | BITUMINOUS MATERIALS | 1,807.24 | 1,807.24 |
| 43553 | 05/04/99 | 860315 | TR COMPUTER SALES, INC. | PERMITWORKS SERVICE-MARCH '99 | 727.50 | 727.50 |
| 43554 | 05/04/99 | 860650 | TARGET STORES-CSA A/R | MONOLET, GLUCOMETER TEST | 157.96 | 157.96 |
| 43555 | 05/04/99 | 880850 | TUXALL UNIFORM & EQUIPMENT | GRILLE LIGHT LENSES | 41.65 | 41.65 |
| 43556 | 05/04/99 | 881500 | TWIN CITY FILTER SERVICE | PLEATED FILTERS | 51.89 | 51.89 |
| 43557 | 05/04/99 | 882830 | TWIN CITIES TRANSPORT & RECOVE | TOW FORFEITED VEH. | 53.25 | 53.25 |
| 43558 | 05/04/99 | 890900 | U.S.WEST COMMUNICATIONS | PAY TELEPHONES | 136.44 | 136.44 |
| 43559 | 05/04/99 | 890910 | US WEST DEX | ADVERTISING | 99.50 | 99.50 |
| 43560 | 05/04/99 | 900390 | UNIVERSITY OF MINNESOTA | SEMINAR FOR T. CARLSON | 285.00 | 285.00 |

| VOUCHER/ CHECK NUMBER | CHECK DATE | VENDOR NUMBER | VENDOR NAME | ITEM DESCRIPTION | ITEM AMOUNT | CHECK AMOUNT |
|-----------------------------|---------------|------------------|-------------------------|--|----------------------------|-----------------|
| 43561 | 05/04/99 | 901300 | UPPER MIDWEST SALES CO. | FUL TROL, MULTI FRESH, TRASH B 485,616,FUL TROL,MULTI FRESH | 430.19 440.54 | 870.73 |
| 43562 | 05/04/99 | 910500 | VASKO RUBBISH REMOVAL | RUBBISH REMOVAL RUBBISH REMOVAL RUBBISH REMOVAL | 336.92 242.35 537.94 | 1,117.21 |
| 43563 | 05/04/99 | 931850 | WARNING LITES OF MN | REFLECTIVE CONE | 463.91 | 463.91 |
| 43564 | 05/04/99 | 931860 | WASTE MANAGEMENT-BLAINE | WASTE REMOVAL-APRIL '99 | 168.29 | 168.29 |
| 43565 | 05/04/99 | 940585 | WHIRL-AIR-FLOW | STAINLESS STEEL PLATES, MCC | 66.03 | 66.03 |
| 43566 | 05/04/99 | 942515 | WINGER, DON | MEAL PLAN-EMERG.MGMT INSTITUTE MEALS, LODGING, PARKING | 90.00 250.48 | 340.48 |
| TOTAL CHECKS | | | | | | 251,828.01 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|----------------------|---------|
| DIRECT DEPOSIT | 04/30/99 | SKRYPEK, JOSHUA L | 733.65 |
| DIRECT DEPOSIT | 04/30/99 | ALLENSPACH, SHERRY | 330.65 |
| DIRECT DEPOSIT | 04/30/99 | ANDERSON, CAROLE J | 808.80 |
| DIRECT DEPOSIT | 04/30/99 | DEHN, DEBORAH | 1440.92 |
| DIRECT DEPOSIT | 04/30/99 | CARLE, JEANETTE E | 1371.02 |
| DIRECT DEPOSIT | 04/30/99 | JAGOE, CAROL | 1314.52 |
| DIRECT DEPOSIT | 04/30/99 | OLSON, SANDRA | 849.71 |
| DIRECT DEPOSIT | 04/30/99 | ALDRIDGE, MARK | 1916.18 |
| DIRECT DEPOSIT | 04/30/99 | BOHL, JOHN C | 2189.99 |
| DIRECT DEPOSIT | 04/30/99 | FLOR, TIMOTHY | 2581.79 |
| DIRECT DEPOSIT | 04/30/99 | KVAM, DAVID | 1944.57 |
| DIRECT DEPOSIT | 04/30/99 | EVERSON, PAUL | 1445.43 |
| DIRECT DEPOSIT | 04/30/99 | FRASER, JOHN | 1983.23 |
| DIRECT DEPOSIT | 04/30/99 | OSWALD, ERICK D | 1508.92 |
| DIRECT DEPOSIT | 04/30/99 | DUCHARME, JOHN | 2043.79 |
| DIRECT DEPOSIT | 04/30/99 | PECK, DENNIS L | 1769.72 |
| DIRECT DEPOSIT | 04/30/99 | GREW-HAYMAN, JANET M | 934.02 |
| DIRECT DEPOSIT | 04/30/99 | EKSTRAND, THOMAS G | 1781.72 |
| DIRECT DEPOSIT | 04/30/99 | ROBERTS, KENNETH | 1893.37 |
| DIRECT DEPOSIT | 04/30/99 | TAUBMAN, DOUGLAS J | 2040.22 |
| DIRECT DEPOSIT | 04/30/99 | EDGE, DOUGLAS | 1486.72 |
| DIRECT DEPOSIT | 04/30/99 | LIVINGSTON, JOYCE L | 788.71 |
| DIRECT DEPOSIT | 04/30/99 | KNAUSS, PETER | 776.92 |
| DIRECT DEPOSIT | 04/30/99 | PALMA, STEVEN | 2455.16 |
| DIRECT DEPOSIT | 04/30/99 | JOHNSON, KEVIN | 2492.06 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|-------------------------|---------|
| ----- | ----- | ----- | ----- |
| DIRECT DEPOSIT | 04/30/99 | JENSEN, MATTHEW | 805.26 |
| DIRECT DEPOSIT | 04/30/99 | ERICKSON, VIRGINIA A | 2025.42 |
| DIRECT DEPOSIT | 04/30/99 | ROSSBACH, GEORGE | 375.73 |
| DIRECT DEPOSIT | 04/30/99 | LUTZ, DAVID P | 1460.92 |
| DIRECT DEPOSIT | 04/30/99 | SCHLINGMAN, PAUL | 1757.63 |
| DIRECT DEPOSIT | 04/30/99 | FARR, DIANE M | 256.81 |
| DIRECT DEPOSIT | 04/30/99 | VORWERK, ROBERT E | 2167.98 |
| DIRECT DEPOSIT | 04/30/99 | NAGEL, BRYAN | 1466.92 |
| DIRECT DEPOSIT | 04/30/99 | HELLE, KERRY | 2446.15 |
| DIRECT DEPOSIT | 04/30/99 | CARVER, NICHOLAS N | 1748.92 |
| DIRECT DEPOSIT | 04/30/99 | OSTER, ANDREA J | 1420.92 |
| DIRECT DEPOSIT | 04/30/99 | ANDREWS, SCOTT A | 1953.63 |
| DIRECT DEPOSIT | 04/30/99 | RUNNING, ROBERT | 1392.92 |
| DIRECT DEPOSIT | 04/30/99 | SAVAGEAU, STEPHEN D | 1152.12 |
| DIRECT DEPOSIT | 04/30/99 | BARTEL, DENISE | 41.00 |
| DIRECT DEPOSIT | 04/30/99 | CARLSON, DALE | 330.65 |
| DIRECT DEPOSIT | 04/30/99 | MARTINSON, CAROL F | 1649.89 |
| DIRECT DEPOSIT | 04/30/99 | HIEBERT, STEVEN | 2138.69 |
| DIRECT DEPOSIT | 04/30/99 | DUNN, ALICE | 2725.37 |
| DIRECT DEPOSIT | 04/30/99 | ANZALDI, MANDY | 38.19 |
| DIRECT DEPOSIT | 04/30/99 | CORNER, AMY L | 148.00 |
| DIRECT DEPOSIT | 04/30/99 | STEVENS, MARY CATHERINE | 18.40 |
| DIRECT DEPOSIT | 04/30/99 | HORSNELL, JUDITH A | 641.82 |
| DIRECT DEPOSIT | 04/30/99 | SEEGER, GERALD F | 328.53 |
| DIRECT DEPOSIT | 04/30/99 | STILL, VERNON T | 1954.43 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|-----------------------|---------|
| DIRECT DEPOSIT | 04/30/99 | THOMAS-JR, STEVEN | 1433.72 |
| DIRECT DEPOSIT | 04/30/99 | PRIEBE, WILLIAM | 2769.58 |
| DIRECT DEPOSIT | 04/30/99 | DOHERTY, KATHLEEN M | 1420.92 |
| DIRECT DEPOSIT | 04/30/99 | SCHINDELDECKER, JAMES | 1460.92 |
| DIRECT DEPOSIT | 04/30/99 | RABBETT, KEVIN | 2096.38 |
| DIRECT DEPOSIT | 04/30/99 | GRAF, MICHAEL | 1106.43 |
| DIRECT DEPOSIT | 04/30/99 | DIRKSWAGER, COLLEEN | 1605.98 |
| DIRECT DEPOSIT | 04/30/99 | CARLSON, THERESE | 1627.40 |
| DIRECT DEPOSIT | 04/30/99 | LE, SHERYL | 2890.59 |
| DIRECT DEPOSIT | 04/30/99 | FAUST, DANIEL F | 3242.44 |
| DIRECT DEPOSIT | 04/30/99 | KELSEY, CONNIE L | 580.87 |
| DIRECT DEPOSIT | 04/30/99 | GUILFOILE, KAREN E | 1927.34 |
| DIRECT DEPOSIT | 04/30/99 | POWELL, PHILIP | 1585.38 |
| DIRECT DEPOSIT | 04/30/99 | WINGER, DONALD S | 3071.05 |
| DIRECT DEPOSIT | 04/30/99 | BANICK, JOHN J | 2393.72 |
| DIRECT DEPOSIT | 04/30/99 | BECKER, RONALD D | 2241.36 |
| DIRECT DEPOSIT | 04/30/99 | KARIS, FLINT D | 2595.59 |
| DIRECT DEPOSIT | 04/30/99 | STEFFEN, SCOTT L | 2525.07 |
| DIRECT DEPOSIT | 04/30/99 | THOMALLA, DAVID J | 2393.72 |
| DIRECT DEPOSIT | 04/30/99 | YOUNGREN, JAMES | 2200.83 |
| DIRECT DEPOSIT | 04/30/99 | BERGERON, JOSEPH A | 2157.63 |
| DIRECT DEPOSIT | 04/30/99 | HAIDER, KENNETH G | 3166.63 |
| DIRECT DEPOSIT | 04/30/99 | PRIEFER, WILLIAM | 1752.83 |
| DIRECT DEPOSIT | 04/30/99 | KANE, MICHAEL R | 2054.43 |
| DIRECT DEPOSIT | 04/30/99 | LUNDSTEN, LANCE | 2220.68 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|----------------------|---------|
| <hr/> | | | |
| DIRECT DEPOSIT | 04/30/99 | COLEMAN, PHILIP | 408.69 |
| DIRECT DEPOSIT | 04/30/99 | BELDE, STANLEY | 1864.83 |
| DIRECT DEPOSIT | 04/30/99 | ATKINS, KATHERINE | 630.89 |
| DIRECT DEPOSIT | 04/30/99 | FRY, PATRICIA | 1363.32 |
| DIRECT DEPOSIT | 04/30/99 | RENSLOW, RITA | 262.01 |
| DIRECT DEPOSIT | 04/30/99 | BAKKE, LONN A | 1929.89 |
| DIRECT DEPOSIT | 04/30/99 | BOWMAN, RICK A | 2241.71 |
| DIRECT DEPOSIT | 04/30/99 | KOPPEN, MARVIN | 330.65 |
| DIRECT DEPOSIT | 04/30/99 | CHRISTENSEN, JODIE D | 564.48 |
| DIRECT DEPOSIT | 04/30/99 | KITTRIDGE, KEVIN L | 330.65 |
| DIRECT DEPOSIT | 04/30/99 | WASH, MATTHEW G | 60.30 |
| DIRECT DEPOSIT | 04/30/99 | PIKE, GARY K | 1679.59 |
| DIRECT DEPOSIT | 04/30/99 | ICKES, SHERI | 1132.12 |
| DIRECT DEPOSIT | 04/30/99 | HEINZ, STEPHEN J | 2016.91 |
| DIRECT DEPOSIT | 04/30/99 | NELSON, JEAN | 805.79 |
| DIRECT DEPOSIT | 04/30/99 | KELLY, LISA | 976.76 |
| DIRECT DEPOSIT | 04/30/99 | TETZLAFF, JUDY A | 505.26 |
| DIRECT DEPOSIT | 04/30/99 | URBANSKI, HOLLY S | 1223.32 |
| DIRECT DEPOSIT | 04/30/99 | ZWIEG, SUSAN C. | 1394.52 |
| DIRECT DEPOSIT | 04/30/99 | BAUMAN, GAYLE L | 1919.92 |
| DIRECT DEPOSIT | 04/30/99 | SMITH, CASSANDRA L | 1223.32 |
| DIRECT DEPOSIT | 04/30/99 | HERBERT, MICHAEL J | 2116.03 |
| DIRECT DEPOSIT | 04/30/99 | STOCKTON, DERRELL T | 1954.43 |
| DIRECT DEPOSIT | 04/30/99 | MELANDER, JON A | 2374.64 |
| DIRECT DEPOSIT | 04/30/99 | ROSSMAN, DAVID A | 1859.85 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|----------------|------------|------------------------|---------|
| DIRECT DEPOSIT | 04/30/99 | CAVETT, CHRISTOPHER M | 2225.63 |
| DIRECT DEPOSIT | 04/30/99 | ANDERSON, BRUCE | 2800.78 |
| DIRECT DEPOSIT | 04/30/99 | MARUSKA, MARK A | 2054.43 |
| DIRECT DEPOSIT | 04/30/99 | HUTCHINSON, ANN E | 1712.83 |
| DIRECT DEPOSIT | 04/30/99 | COLEMAN, MELINDA | 2738.94 |
| DIRECT DEPOSIT | 04/30/99 | CROSSON, LINDA | 1521.63 |
| DIRECT DEPOSIT | 04/30/99 | EASTMAN, THOMAS E | 2048.46 |
| DIRECT DEPOSIT | 04/30/99 | STAPLES, PAULINE | 2307.20 |
| DIRECT DEPOSIT | 04/30/99 | HURLEY, STEPHEN | 2107.79 |
| DIRECT DEPOSIT | 04/30/99 | GERVAIS-JR, CLARENCE N | 1656.24 |
| DIRECT DEPOSIT | 04/30/99 | HALWEG, KEVIN R | 2531.07 |
| DIRECT DEPOSIT | 04/30/99 | OTIS, MARY ELLEN M | 505.27 |
| DIRECT DEPOSIT | 04/30/99 | CASAREZ, GINA | 744.20 |
| DIRECT DEPOSIT | 04/30/99 | JOHNSON, LOIS C. | 1010.52 |
| DIRECT DEPOSIT | 04/30/99 | MEYER, GERALD W | 1528.96 |
| DIRECT DEPOSIT | 04/30/99 | PARSONS, KURT G | 1273.37 |
| DIRECT DEPOSIT | 04/30/99 | JUNG, STEPHANIE J | 1198.43 |
| DIRECT DEPOSIT | 04/30/99 | MARUSKA, ERICA | 81.75 |
| 71951 | 04/30/99 | HANGSLEBEN, RICHARD | 1469.07 |
| 71954 | 04/30/99 | ERICSON, MICHAEL A | 2181.95 |
| 71955 | 04/30/99 | McGUIRE, MICHAEL A | 4027.57 |
| 71956 | 04/30/99 | WHITE, BARRY T | 82.50 |
| 71957 | 04/30/99 | CUDE, LARRY J | 376.53 |
| 71958 | 04/30/99 | DOLLERSCHELL, ROBERT J | 234.48 |
| 71959 | 04/30/99 | SHELLEDY, DAWN M | 368.00 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|-----------------------|---------|
| 71960 | 04/30/99 | JACKSON, MARY L | 1132.12 |
| 71961 | 04/30/99 | MATHEYS, ALANA KAYE | 1567.25 |
| 71962 | 04/30/99 | NIVEN, AMY S | 150.88 |
| 71963 | 04/30/99 | JOHNSON, BONNIE | 827.20 |
| 71964 | 04/30/99 | VIETOR, LORRAINE S | 1411.74 |
| 71965 | 04/30/99 | PALANK, MARY KAY | 1649.89 |
| 71966 | 04/30/99 | RICHIE, CAROLE L | 1637.91 |
| 71967 | 04/30/99 | RYAN, MICHAEL | 2774.41 |
| 71968 | 04/30/99 | SVENDSEN, JOANNE M | 1605.99 |
| 71969 | 04/30/99 | BARTZ, PAUL | 2190.22 |
| 71970 | 04/30/99 | KONG, TOMMY T | 776.92 |
| 71971 | 04/30/99 | MACFARLANE, MELVIN R | 1466.79 |
| 71972 | 04/30/99 | SHORTREED, MICHAEL P | 1644.03 |
| 71973 | 04/30/99 | SZCZEPANSKI, THOMAS J | 1948.16 |
| 71974 | 04/30/99 | WATCZAK, LAURA | 2059.03 |
| 71975 | 04/30/99 | WELCHLIN, CABOT V | 2041.53 |
| 71976 | 04/30/99 | HALE, THOMAS M | 409.52 |
| 71977 | 04/30/99 | MEEHAN, JAMES | 2418.98 |
| 71978 | 04/30/99 | THIENES, PAUL | 2806.13 |
| 71979 | 04/30/99 | HEFFERNAN, PATRICK E | 85.25 |
| 71980 | 04/30/99 | SCHADT, JEFFREY A | 154.00 |
| 71981 | 04/30/99 | HEWITT, JOEL A | 2740.62 |
| 71982 | 04/30/99 | CHLEBECK, JUDY M | 1473.72 |
| 71983 | 04/30/99 | DARST, JAMES | 1433.72 |
| 71984 | 04/30/99 | FREBERG, RONALD L | 1488.12 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|----------------------|---------|
| 71985 | 04/30/99 | ELIAS, JAMES G | 1769.72 |
| 71986 | 04/30/99 | LINDBLOM, RANDAL | 2165.80 |
| 71987 | 04/30/99 | ANDERSON, ROBERT S | 1460.92 |
| 71988 | 04/30/99 | EDSON, DAVID B | 1488.12 |
| 71989 | 04/30/99 | HELEY, ROLAND B | 1488.12 |
| 71990 | 04/30/99 | HINNENKAMP, GARY | 1456.40 |
| 71991 | 04/30/99 | LAVAQUE, MICHAEL | 1433.72 |
| 71992 | 04/30/99 | LINDORFF, DENNIS P | 1460.92 |
| 71993 | 04/30/99 | BERGREN, KIRSTEN A | 276.25 |
| 71994 | 04/30/99 | MACY, RITA | 204.75 |
| 71995 | 04/30/99 | SOUTTER, CHRISTINE | 170.63 |
| 71996 | 04/30/99 | THOMPSON, DEBRA J | 440.69 |
| 71997 | 04/30/99 | WEGWERTH, JUDITH A | 1458.16 |
| 71998 | 04/30/99 | SCHMIDT, JASON E | 1188.47 |
| 71999 | 04/30/99 | ANDERSON, EVERETT | 489.12 |
| 72000 | 04/30/99 | OLSON, ARNOLD G | 700.00 |
| 72001 | 04/30/99 | OSTROM, MARJORIE | 2129.63 |
| 72002 | 04/30/99 | WENGER, ROBERT J | 1737.72 |
| 72003 | 04/30/99 | BALLESTRAZZE, THAD M | 305.78 |
| 72004 | 04/30/99 | BRANDSTROM, JULIET M | 202.50 |
| 72005 | 04/30/99 | BRANDSTROM, RYAN M. | 58.50 |
| 72006 | 04/30/99 | DEVRIES, LINDSAY | 116.25 |
| 72007 | 04/30/99 | FINN, GREGORY S | 1224.83 |
| 72008 | 04/30/99 | FLUG, ELAINE R | 107.68 |
| 72009 | 04/30/99 | FLUG, MEGAN L | 24.75 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|------------------------|---------|
| 72010 | 04/30/99 | LINN, TERI L | 47.25 |
| 72011 | 04/30/99 | McBRIDE, PATRICK D | 32.50 |
| 72012 | 04/30/99 | ROBBINS, AUDRA L | 563.20 |
| 72013 | 04/30/99 | STIEN, MARY | 1224.83 |
| 72014 | 04/30/99 | STIEN, NATHANIEL | 304.00 |
| 72015 | 04/30/99 | WARMAN, KATHRYN | 87.50 |
| 72016 | 04/30/99 | BREHEIM, ROGER W | 1483.32 |
| 72017 | 04/30/99 | GERMAIN, DAVID | 1542.96 |
| 72018 | 04/30/99 | NADEAU, EDWARD A | 2054.43 |
| 72019 | 04/30/99 | NORDQUIST, RICHARD | 1509.34 |
| 72020 | 04/30/99 | SCHULTZ, SCOTT M | 1266.40 |
| 72021 | 04/30/99 | COONS, MELISSA | 671.88 |
| 72022 | 04/30/99 | GLASS, JEAN | 766.55 |
| 72023 | 04/30/99 | HOIUM, SHEILA | 903.61 |
| 72024 | 04/30/99 | HORWATH, RONALD J | 433.56 |
| 72025 | 04/30/99 | KARAS, TAMARA A | 331.74 |
| 72026 | 04/30/99 | KEELING, SARAH B | 104.00 |
| 72027 | 04/30/99 | MICHALSKI, ANDREW M | 58.50 |
| 72028 | 04/30/99 | NEAMY, MARK W | 183.60 |
| 72029 | 04/30/99 | SCHMIDT, RUSSELL | 1145.63 |
| 72030 | 04/30/99 | SCHOEBERL, KAYLENE M | 237.46 |
| 72031 | 04/30/99 | SHOBERG, CARY J | 562.80 |
| 72032 | 04/30/99 | ABRAHAMSON, BRYAN K | 286.25 |
| 72033 | 04/30/99 | ABRAHAMSON, REBECCA L. | 160.40 |
| 72034 | 04/30/99 | ANDERSON, JULIE M | 331.15 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|---------------------|--------|
| 72035 | 04/30/99 | BADEN, ALISON L | 278.81 |
| 72036 | 04/30/99 | BADEN, MATHIAS | 261.34 |
| 72037 | 04/30/99 | BERINGER, JASON E | 253.75 |
| 72038 | 04/30/99 | BITTNER, KATIE C | 280.32 |
| 72039 | 04/30/99 | CHAPEAU, BENJAMIN J | 162.50 |
| 72040 | 04/30/99 | CHAPMAN, JENNY A | 35.00 |
| 72041 | 04/30/99 | CONLIN, PAMELA | 82.20 |
| 72042 | 04/30/99 | COOPER, JOSEPH W | 222.70 |
| 72043 | 04/30/99 | DAMROW, KELLY C | 8.13 |
| 72044 | 04/30/99 | DEMPSEY, BETH M | 121.48 |
| 72045 | 04/30/99 | DeGRAW, KRYSTAL M | 186.68 |
| 72046 | 04/30/99 | ERICKSON, CAROL A | 40.00 |
| 72047 | 04/30/99 | FONTAINE, ANTHONY | 261.82 |
| 72048 | 04/30/99 | FRETZ, SARAH J | 91.00 |
| 72049 | 04/30/99 | GRUENHAGEN, LINDA C | 273.61 |
| 72050 | 04/30/99 | HAGSTROM, LINDSEY S | 74.75 |
| 72051 | 04/30/99 | HAWKE, RYAN A | 251.35 |
| 72052 | 04/30/99 | HAWKINS, LISA A | 40.90 |
| 72053 | 04/30/99 | HEIM, ANDREA J | 315.41 |
| 72054 | 04/30/99 | HOLMGREN, LEAH M | 128.25 |
| 72055 | 04/30/99 | HOULE, DENISE L | 166.05 |
| 72056 | 04/30/99 | HUPPERT, ERIN M | 290.72 |
| 72057 | 04/30/99 | IKHAML, JOHN | 184.00 |
| 72058 | 04/30/99 | JENSEN, SUSAN K | 63.20 |
| 72059 | 04/30/99 | JOHNSON, ROBERT P | 197.40 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|----------------------|--------|
| 72060 | 04/30/99 | JOHNSON, ROLLAND H | 100.75 |
| 72061 | 04/30/99 | JOHNSON, STETSON | 215.25 |
| 72062 | 04/30/99 | JOVONOVICH, TODD R | 66.30 |
| 72063 | 04/30/99 | KOEHNEN, AMY | 72.00 |
| 72064 | 04/30/99 | KOEHNEN, MARY B | 482.14 |
| 72065 | 04/30/99 | KOEPKE, CHARLES E | 39.00 |
| 72066 | 04/30/99 | KUHL, SCOTT A | 120.50 |
| 72067 | 04/30/99 | MALONE, BRANDON M | 120.25 |
| 72068 | 04/30/99 | MEISEL, TAMBREY | 25.05 |
| 72069 | 04/30/99 | MEYER, HEATHER ANN | 230.75 |
| 72070 | 04/30/99 | MOTZ, ERIN M | 103.85 |
| 72071 | 04/30/99 | OLSEN, CALEB J | 52.00 |
| 72072 | 04/30/99 | OSTEBO, BARBARA C | 120.75 |
| 72073 | 04/30/99 | READ, ANGELA J | 45.85 |
| 72074 | 04/30/99 | REGESTER, DOUG | 20.00 |
| 72075 | 04/30/99 | SACKMANN, LAURA C | 141.30 |
| 72076 | 04/30/99 | SCHLUETER, LOUISE E | 76.00 |
| 72077 | 04/30/99 | SELIN, JASON M | 89.88 |
| 72078 | 04/30/99 | SHERRILL, MASON D | 98.60 |
| 72079 | 04/30/99 | SIMONSON, JUSTIN M | 48.00 |
| 72080 | 04/30/99 | SMITLEY, SHARON L | 150.80 |
| 72081 | 04/30/99 | SWANER, JESSICA | 88.80 |
| 72082 | 04/30/99 | TIBODEAU, HEATHER J | 38.93 |
| 72083 | 04/30/99 | TOURTELOTTE, MARYN J | 65.00 |
| 72084 | 04/30/99 | WARMAN, JOANNE M | 385.00 |

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

| CHECK NUMBER | CHECK DATE | EMPLOYEE NAME | AMOUNT |
|--------------|------------|-----------------------|---------|
| 72085 | 04/30/99 | WARNER, CAROLYN | 83.70 |
| 72086 | 04/30/99 | WEDES, CARYL H | 111.30 |
| 72087 | 04/30/99 | WILLIAMS, KELLY M | 652.70 |
| 72088 | 04/30/99 | WOODMAN, ALICE E | 188.20 |
| 72089 | 04/30/99 | ZIELINSKI, JENNIFER L | 136.50 |
| 72090 | 04/30/99 | BOSLEY, CAROL | 160.60 |
| 72091 | 04/30/99 | DISKERUD, HEATHER A | 232.81 |
| 72092 | 04/30/99 | FLEMING, KATHY A | 52.50 |
| 72093 | 04/30/99 | GLASS, GILLIAN | 52.70 |
| 72094 | 04/30/99 | KOHOUTEK, APRIL L | 111.00 |
| 72095 | 04/30/99 | PRICE, JENNIFER L | 100.75 |
| 72096 | 04/30/99 | SCHROEDER, KATHLEEN | 232.00 |
| 72097 | 04/30/99 | SPANGLER, EDNA E | 113.60 |
| 72098 | 04/30/99 | ANTON, SARAH E | 100.80 |
| 72099 | 04/30/99 | BEHAN, JAMES | 1228.12 |
| 72100 | 04/30/99 | BLAKESLEY, JEFFRY D | 256.00 |
| 72101 | 04/30/99 | BLANCHARD, KEVIN J | 96.00 |
| 72102 | 04/30/99 | CALLEN, KATIE E | 56.70 |
| 72103 | 04/30/99 | CHAPEAU, GREG M | 126.00 |
| 72104 | 04/30/99 | FULLER, AMY R | 102.38 |
| 72105 | 04/30/99 | GRENDZINSKI, DIANE J | 60.00 |
| 72106 | 04/30/99 | HEMPFER, NICHOLAS W | 232.00 |
| 72107 | 04/30/99 | JAHN, DAVID J | 1285.48 |
| 72108 | 04/30/99 | KOSKI, JOHN F | 562.66 |
| 72109 | 04/30/99 | KYRK, BREANNA K | 160.32 |

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

| <u>CHECK NUMBER</u> | <u>CHECK DATE</u> | <u>EMPLOYEE NAME</u> | <u>AMOUNT</u> |
|---------------------|-------------------|-----------------------|---------------|
| 72110 | 04/30/99 | LONETTI, JAMES F | 562.66 |
| 72111 | 04/30/99 | MATTESON, FRANK M | 81.90 |
| 72112 | 04/30/99 | MORIN, TROY J | 180.00 |
| 72113 | 04/30/99 | PRINS, KELLY M | 129.00 |
| 72114 | 04/30/99 | SEVERSON, CHRISTINA M | 214.20 |
| 72115 | 04/30/99 | STEINHORST, JEFFREY | 264.40 |
| 72116 | 04/30/99 | SWANSON, LYLE | 1413.30 |
| 72117 | 04/30/99 | SWANSON, VERONICA | 926.92 |
| 72118 | 04/30/99 | YOUNG, DILLON J | 193.44 |
| 72119 | 04/30/99 | AICHELE, CRAIG J | 815.54 |
| 72120 | 04/30/99 | MULVANEY, DENNIS M | 1628.12 |
| 72121 | 04/30/99 | PRIEM, STEVEN A. | 1325.40 |
| | | | 291051.30 |

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager

FROM: Finance Director *R. Ernst*

RE: REVISION OF CRITERIA FOR CANCELLATION OF AMBULANCE BILLS

DATE: May 3, 1999

PROPOSAL

It is proposed that the criteria for cancellation of ambulance bills be revised to have the same limit on liquid assets as the Medical Assistance program.

BACKGROUND

On 3-10-97 the City Council authorized the Finance Director to cancel ambulance bills for individuals if their adjusted monthly net household income is under 185% of the most current Federal Poverty Guidelines and their total liquid assets are under \$2,000. Before a bill is canceled, the applicant must submit an application form with income and asset information.

The attached letter dated 4-27-99 from Judith Orchard, HealthEast Senior Partners Care Coordinator/Advocate, requests that the asset guideline for cancellation of Maplewood ambulance bills be re-evaluated. The current liquid asset limit for the Medical Assistance program is \$3,000 for individuals and \$6,000 for couples. Also, an additional \$1,500 per household member is allowed if it is designated for burial expenses.

The income guideline for cancellation of Maplewood ambulance bills exceeds the amount allowed under the Medical Assistance program. Therefore, it would be appropriate to increase the limit on liquid assets from the present \$2,000 to the current liquid asset limit for the Medical Assistance program.

RECOMMENDATION

It is recommended that the criteria for cancellation of ambulance bills be revised to have the same limit on liquid assets as the Medical Assistance program.

April 27, 1999

Mr. Daniel F. Faust
Finance Director
City of Maplewood
1830 East County Road B
Maplewood, MN 55109

RE: Ambulance Bills for Ray Baker

Dear Mr. Faust,

Pursuant to our phone conversation today regarding your denial of Mr. Baker's request for a hardship writeoff of his ambulance bills for the City of Maplewood. You stated that Mr. Baker had exceeded the Asset guidelines set by the Maplewood City Council. The asset declared by Mr. Baker is \$5,152.25 in stocks. We respectfully request that the asset guideline restriction for the City of Maplewood be reviewed and amended.

SENIOR PARTNERS CARE PROGRAM

Mr. Baker has met the criteria for the Senior Partners Care Program. This project was developed in 1974 by the Minnesota Senior Federation and the Minnesota Hospital Association. The program was developed to provide eligible seniors with affordable health care with participating providers. The program is administered by the Minnesota Senior Federation and is available statewide. The hospitals, physicians and providers participating in Senior Partners Care agree **to accept Medicare reimbursement in full** for Medicare approved services. Although ambulance charges are not included in this program, as well as hearing aids, eyeglasses, etc., because the Senior Partners Care enrollees cannot afford a supplemental insurance and have met a financial guideline, many providers of these services will voluntarily write off balances not paid by Medicare.

The 1998 criteria for Senior Partners Care eligibility is as follows:

| GROSS INCOME | LIQUID ASSET LIMIT |
|--|--------------------|
| \$1,342/Month for Single \$16,100/year for single | \$28,000-\$32,900 |
| \$1,808/month for couple \$21,700/year couple | \$28,000-\$32,900 |

(Home and car are exempt)

*Rooted in Judeo-Christian values, our Mission is
high quality, compassionate, cost-effective health care for the communities we serve.*

PAGE TWO

Mr. Baker rents low-income housing and has routine expenses as follows: Car insurance, telephone, electric, gas, fuel for car, apartment rental. He is currently making monthly payments on a very old dental bill for his wife. He has clothing and miscellaneous expenses for his wife, who is currently in a nursing home and pays monthly for her care (which amount is based on his limited income). His income from social security for himself and his wife, plus \$68.00 pension totals \$1390.00/month.

Maplewood City Ambulance provided ambulance service to Mr. Baker as follows:

| | | |
|----------------|----------------------------------|-----------------|
| 1-10-99 | Total Charge | \$631.60 |
| | Medicare paid | \$284.30 |
| | Balance Owed by Mr. Baker | \$347.26 |

| | | |
|----------------|----------------|----------|
| 1-31-99 | Total Charge | \$623.30 |
| | Medicare paid | \$280.95 |
| | Mr. Baker paid | \$101.37 |

(This payment was inadvertently paid by Mr. Baker to City of Maplewood -- this was a payment Medicare paid for an ambulance trip by HealthEast and should have been paid to HealthEast -- Mr. Baker subsequently had to pay HealthEast \$101.37 in addition to the \$101.37 he paid to Maplewood. HealthEast has written off balances not paid by Medicare).

| | |
|----------------------------------|-----------------|
| Balance Owed by Mr. Baker | \$240.98 |
|----------------------------------|-----------------|

Mr. Baker's monthly income and monthly expenses clearly do not allow for any additional payments, without creating a hardship. Also, the \$20.00 payments he has agreed to would take 2 years and 5 months to complete. The cost effectiveness of the monthly billing and payment procedures for some 29 months would seem questionable.

The Senior Partners Care program was established for people just like Mr. Baker. Most of these people exceed the Medical Assistance guideline, which has a \$3000 liquid asset for single and \$6000 for couple. Medical Assistance is based on income of \$420/month for single and \$525/month for couple. Medical Assistance, of course, covers practically **all** health care services, including prescriptions, while Medicare does not. Thus the need for a Senior Partners Care program.

PAGE THREE

RECOMMENDATION

Based on the liquid asset limitation set by Senior Partners Care program of \$28,000-\$32,900, as well as the liquid asset limitation set by Medical Assistance of \$3-6,000, it would appear that the asset guideline set by the City Council for City of Maplewood needs to be re-evaluated.

Thank you for your attention to this matter. Please call me at 651-232-4818 if you have questions. We look forward to your response.

Sincerely,



Judith A. Orchard

HealthEast Senior Partners Care Coordinator

Judith A. Orchard
Senior Partners Care
Coordinator/Advocate

HealthEast  Customer Advocacy

University Park Medical Building
1690 University Avenue West
Suite 180
St. Paul, MN 55104
612-232-4818

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

AGENDA REPORT

TO: City Manager

FROM: Finance Director *Drust*

RE: CLOSURE OF FIRE DEPARTMENT AUXILIARY FUND

DATE: May 3, 1999

The agreements that created the merged Maplewood Fire Department from the three independent corporations effective 1-1-97 required the City to contribute \$10,000 annually for three years to the Fire Department Auxiliary. Since the Fire Department Auxiliary for the merged Maplewood Fire Department was not officially created until recently, the City's annual contributions to the Auxiliary have been kept in a separate fund.

The Fire Department Auxiliary for the merged Maplewood Fire Department has now been officially created and the City's annual contributions have been given to it. Therefore, it is recommended that the City Council authorize (1) the closure of the Fire Department Auxiliary Fund by a transfer of the remaining balance (representing investment interest earnings) to the General Fund and (2) the appropriate budget adjustments.

C:\OFFICE\WPWIN\AGN\FIREAUX.WPD

MEMORANDUM

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

TO: City Manager
FROM: Thomas Ekstrand, Associate Planner
SUBJECT: **Review of Ramsey County Correctional Facility 1998 Annual Report**
LOCATION: 297 Century Avenue South
DATE: April 30, 1999

INTRODUCTION

The conditional use permit (CUP) for the Ramsey County Correctional Facility requires that the county submit the facility's annual report to the city manager for review. Refer to the motion on page 2, the annual report on pages 3-8 and the letter from Mr. Cavara dated March 5, 1999 on pages 9-10.

DISCUSSION

The 1998 inmate data exceeds the CUP requirements in two ways. The percentage of felon inmates was at 30 percent for 43 days last year. The council had required no more than 29 percent be felon inmates (condition 2a). The second statistic that exceeds the CUP limit is that there were more than 293 total number of inmates. The average daily inmate population in 1998 was 325. The applicant explains the reasons for the increased inmate population on pages 9-10. Basically, the population increase is due to a combination of housing up to 30 inmates a day from the Adult Detention Center (ADC) in St. Paul and longer sentences.

Staff does not see any reason to reconsider the applicant's CUP because of these increases. The applicant is operating under the purview of their licensing agency, the Minnesota Department of Corrections, and must meet their criteria for operating. Furthermore, there have not been any complaints or problems resulting from the facility. As long as the facility is in compliance with their license, and there have not been any problems to the community, Staff feels that the city council should accept Mr. Cavara's report.

RECOMMENDATION

Accept the 1998 annual report of the Ramsey County Correctional Facility.

p:sec12\workhous.99

Attachments:

1. March 11, 1996 CUP conditions
2. 1998 Annual Statistical Report
3. Letter from Arthur J. Cavara dated March 5, 1999

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.
10. The City Council may waive any of the above requirements for a public building or utility structure, provided the Council shall first make a determination that the balancing of public interest between governmental units of the state would be best served by such waiver.

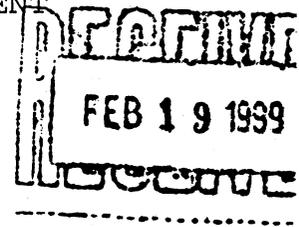
Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the City. The Director of Community Development may approve minor changes.
2. The county corrections department shall file an annual report with the City manager informing the City of the following:
 - a. If the percentage of felons increases above 29% of the inmates or if the percentage of gross misdemeanors increases above 33% of the inmates.
 - b. Of any applications for a license for the facility that increase the maximum number of inmates above 293.
 - c. If the daily population exceeds the county's license for more than 21 (twenty-one) consecutive days.

If condition 2.a. or 2.c. occurs, the City Council may reconsider the conditional use permit. The City must approve any increase in the facility inmate population license prior to it becoming effective.

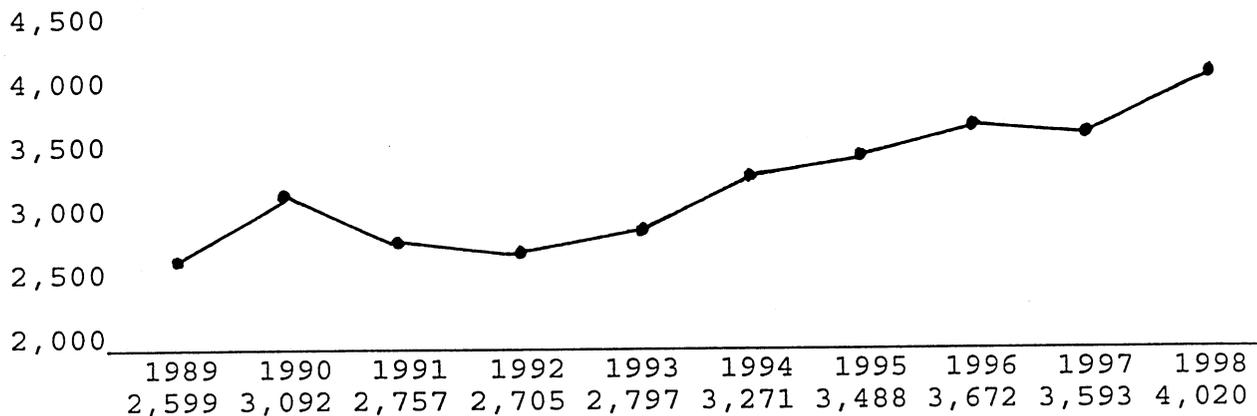
3. The City Council shall review this permit in one year if the greenhouse is not built. Future reviews shall be done only if a problem arises or if major construction is proposed. Minor construction shall be approved by the Director of Community Development.

1998 ANNUAL STATISTICAL REPORT
 RAMSEY COUNTY CORRECTIONAL FACILITY
 RAMSEY COUNTY COMMUNITY CORRECTIONS DEPARTMENT
 February 19, 1999



| | | |
|--------------------------|--------------|-------------|
| <u>TOTAL ADMISSIONS:</u> | <u>1998</u> | <u>1997</u> |
| | 4,020 (+12%) | 3,593 |

COMPARATIVE ANNUAL ADMISSIONS:



Annual admissions to the correctional facility have been consistently over 3,000 since 1994. In August, 1998, we also confined up to thirty inmates a day from the Adult Detention Center to help with that facility's overcrowding problem. In the last ten years, admissions have increased by a significant 54.7%!

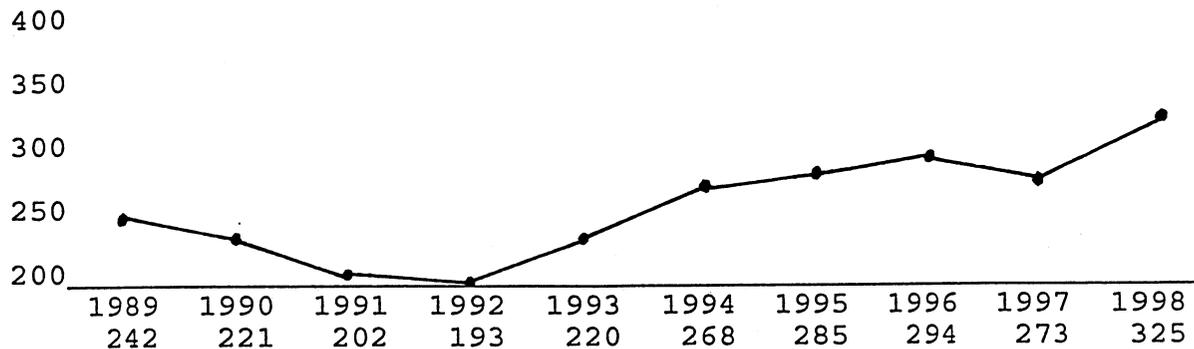
| | | |
|----------------|--------------|-------------|
| TOTAL RELEASES | <u>1998</u> | <u>1997</u> |
| | 4,001 (+13%) | 3,544 |

| | | |
|--------------------------------------|-------------|-----|
| AVERAGE NUMBER OF ADMISSIONS PER DAY | 11.0 (+12%) | 9.8 |
|--------------------------------------|-------------|-----|

| | | |
|------------------------------------|-------------|-----|
| AVERAGE NUMBER OF RELEASES PER DAY | 11.0 (+13%) | 9.7 |
|------------------------------------|-------------|-----|

| | | |
|---------------------------------|-------------|-------------|
| <u>AVERAGE DAILY POPULATION</u> | <u>1998</u> | <u>1997</u> |
| | 325 (+19%) | 273 |

COMPARATIVE ANNUAL AVERAGE DAILY POPULATION:



The average daily population at the facility has grown 34% in the last ten years.

1998 INMATE POPULATION BY NUMBER OF DAYS:

| | <u>number</u> <u>of inmates</u> | <u># of</u> <u>days</u> | <u>% of</u> <u>days</u> |
|-------------|------------------------------------|----------------------------|----------------------------|
| | 241-245..... | 3 | 1.0% |
| | 246-250..... | 1 | - |
| | 251-255..... | 4 | 1.1% |
| | 256-260..... | 2 | - |
| | 261-265..... | 2 | - |
| | 266-270..... | 5 | 1.4% |
| | 271-275..... | 3 | 1.0% |
| | 276-280..... | 2 | - |
| functional | 281-285..... | 2 | - |
| capacity--- | 286-290..... | 4 | 1.1% |
| | 291-295..... | 13 | 3.6% |
| | 296-300..... | 12 | 3.3% |
| | 301-305..... | 15 | 4.1% |
| | 306-310..... | 27 | 7.4% |
| rated | 311-315..... | 25 | 6.9% |
| capacity--- | 316-320..... | 17 | 4.7% |
| | 321-325..... | 25 | 6.9% |
| | 326-330..... | 40 | 11.0% |
| | 331-335..... | 36 | 9.9% |
| | 336-340..... | 36 | 9.9% |
| | 341-345..... | 40 | 11.0% |
| | 346-350..... | 24 | 6.6% |
| | 351-355..... | 17 | 4.7% |
| | 356-360..... | 5 | 1.4% |
| | 361-365..... | 4 | 1.1% |
| | | <u>365</u> | |

26% (bracketed around 286-310 range)

67% (bracketed around 316-365 range)

1998 AVERAGE DAILY POPULATION BY DAY OF WEEK:

| | | <u>highest</u> |
|---------------|-------|----------------|
| SUNDAY..... | 320.5 | 351 |
| MONDAY..... | 331.5 | 345 |
| TUESDAY..... | 323.6 | 361 |
| WEDNESDAY.... | 326.2 | 359 |
| THURSDAY..... | 330.3 | 361 |
| FRIDAY..... | 330.3 | 361 |
| SATURDAY..... | 327.9 | 365 |

(FOLLOWING 1998 DATA IS BASED ON NUMBER OF RELEASES, 4001, NOT ON THE NUMBER OF ADMITTEES, 4,020):

| <u>RACE</u> | <u>1998</u> | <u>over previous year(+ -)</u> | <u>1997</u> |
|-------------|-------------|--------------------------------|---------------|
| Caucasian | 1,923 (48%) | + 6.4% | 1,808 (50.3%) |
| Black | 1,594 (40%) | +16.6% | 1,368 (38.1%) |
| Hispanic | 283 (7%) | +18.9% | 238 (6.6%) |
| Am. Indian | 116 (3%) | + 7.4% | 108 (3.0%) |
| Asian | 63 (2%) | - 6.0% | 67 (1.9%) |
| Unknown | 22 - | + 425% | 4 - |

COUNTY OF RESIDENCE:

| | <u>1998</u> | <u>1997</u> |
|-----------|---------------|---------------|
| Ramsey... | 2,994 (74.9%) | 2,773 (77.2%) |
| Other.... | 1,007 (25.2%) | 820 (22.8%) |

ADMITTED FROM:

| | <u>1998</u> | <u>1997</u> |
|--------------------------------|---------------|---------------|
| Ramsey County Court.. | 3,978 (99.5%) | 3,531 (98.3%) |
| Home Confinement Violation.... | 22 (0.5%) | 59 (1.7%) |
| Other County... | 1 - | 3 - |
| State... | 0 | 0 |
| Federal... | 0 | 0 |

RELEASE REASONS:

| | <u>1998</u> | <u>1997</u> |
|-------------------------------|---------------|---------------|
| Expiration of Sentence.. | 3,469 (86.7%) | 3,081 (87.0%) |
| Furlough-Home Confinement.... | 430 (10.8%) | 348 (9.9%) |
| Commutation of Sentence..... | 85 (2.2%) | 106 (3.0%) |
| Payment of Fine..... | 9 - | 9 - |
| Book & Release..... | 7 - | 0 - |

EDUCATION:

| | |
|------------------------|---------------|
| Before 8th grade..... | 86 (2.2%) |
| 8th grade..... | 35 (1.0%) |
| Attendend College..... | 607 (15.2%) |
| College graduate..... | 142 (3.6%) |
| Attended H.S..... | 1,149 (28.8%) |
| H.S. Graduate..... | 1,982 (49.6%) |

AGE:

Under 18.....0 -
 18-25.....933 (23%)
 26-35.....1,442 (36%)
 36-50.....1,447 (36%)
 51-65.....168 (4%)
 66 +11 -

MARITAL STATUS:

Single.....2,781 (70%)
 Married.....592 (15%)
 Divorced.....470 (12%)
 Separated.....143 (4%)
 Widowed.....15 -

TOTAL # OF OFFENSES/CONVICTIONS BY CATEGORY:

| | Gross | | | Totals |
|-----------------------------|--------|-------------|-------------|--------|
| | Felony | Misdemeanor | Misdemeanor | |
| Traffic Violations..... | 4 | 869 | 1,146 | 2,019 |
| Probation Violations..... | 738 | 422 | 623 | 1,783 |
| Property Crimes..... | 183 | 41 | 130 | 354 |
| Crimes Against Person..... | 66 | 79 | 159 | 304 |
| Drug Offenses..... | 283 | 1 | 11 | 295 |
| Crimes Against Justice..... | 33 | 83 | 143 | 259 |
| Sexual Offenses..... | 35 | 18 | 17 | 70 |
| Miscellaneous..... | 35 | 22 | 99 | 156 |
| Interim/Jail inmates..... | | | | 183 |
| totals | 1,377 | 1,535 | 2,328 | 5,240 |

TYPE OF OFFENSES AND AVERAGE SENTENCES IN DAYS SERVED:
 (most serious offense conviction on Releasees)

| | 1998 total men | 1998 Avq. Sent. |
|------------------------|-------------------|--------------------|
| Misdemeanor..... | 1,454 (36%) | 15.82 days |
| Gross Misdemeanor..... | 1,204 (30%) | 36.47 days |
| Felony..... | 1,187 (30%) | 43.48 days |
| Interims/jail inmates. | 156 (4%) | 21.43 days |
| | 4,001 | |

TOTAL AVERAGE DAYS SERVED... 1998 30.5 (+9%)... 1997 28.0

1998 OFFENSES BY CATEGORIES:

Traffic Violations-----2,019
DAC/DAR/DAS.....939
DUI/DWI (repeat).....549
No Insurance.....145
Enhanced DWI.....104
Agg. Viol DWI.....100
Driving w/o License..... 82
Careless Driving..... 31
Leaving Accident..... 22
DL Not in Poss/Display..... 12
Implied Consent..... 7
Vehicle Not Registered..... 6
Miscellaneous..... 22
2,019

Probation Violations-----1,783
Drugs.....341
DAC/DAR/DAS.....189
DUI/DWI (repeat).....183
5th Deg. Assault.....154
Theft.....154
Agg. Vio. DWI..... 77
Disorderly CONduct..... 60
Burglary..... 60
Crim. Dam. Property..... 50
Firearm Violations..... 41
Terroristic Threats..... 37
No Insurance..... 37
Viol. Restraining Order..... 36
Criminal Sex Conduct..... 34
Forgery..... 33
False Info to Police..... 32
Driving w/o License..... 30
1-4th degree Assault..... 24
Rec. Stolen Property..... 23
Obstruct Legal process..... 20
Fleeing Officer..... 18
Careless Driving..... 16
Simple Robbery..... 13
Contempt of Court..... 12
Agg. Robbery..... 10
Indecent Conduct..... 9
Arson..... 8
Enhanced DWI..... 6
Harrassment..... 6
Crim. Vehicular Oper..... 5
Leaving Accident..... 5
Sex Offender Registration... 3
Miscellaneous other..... 57
1,783

| | |
|------------------------------|----------|
| <u>Property Crimes</u> ----- | 354 |
| Theft..... | 192 |
| Burglary..... | 38 |
| Crim. Dam. Property.. | 29 |
| Forgery..... | 21 |
| Rec. Stolen Prop..... | 16 |
| Simple Robbery..... | 13 |
| Trespass.(school)..... | 12 |
| Card Fraud..... | 11 |
| Agg. Robbery..... | 8 |
| Tampering..... | 6 |
| Defrauding Insurer... | 3 |
| Poss. Burg. Tools.... | 2 |
| Miscellaneous..... | <u>3</u> |
| | 354 |

| | |
|-------------------------------------|----------|
| <u>Crimes Against Persons</u> ----- | 304 |
| Assault..... | 221 |
| Terroristic Threats.... | 31 |
| Harassment..... | 12 |
| Vio. of Rest. Order.... | 11 |
| Crim. Veh. oper..... | 10 |
| Disorderly Conduct..... | 8 |
| Malicious Punishment... | 6 |
| Accosting Stranger..... | 2 |
| Kidnapping..... | 1 |
| Child Endangement..... | 1 |
| Unfit Parent..... | <u>1</u> |
| | 304 |

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|------------------------|----------|
| <u>Drugs</u> ----- | 295 |
| Drugs 5 (sale/poss)... | 198 |
| Drugs 3 (sale/poss)... | 34 |
| Drugs 1 (sale/poss)... | 19 |
| Drugs 4 (sale/poss)... | 14 |
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| Drugs 2 (sale/poss)... | 7 |
| Drugs 5 (poss.)..... | 6 |
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| <u>Crimes Against Justice</u> | 259 |
| False Info to Police..... | 92 |
| Vio. Restraining Order... | 43 |
| Obstruct Legal Process... | 38 |
| Contempt of Court..... | 37 |
| Fleeing Officer..... | 29 |
| Escape custody..... | 8 |
| Non-Support child..... | 3 |
| Theft/Pub. Assistance.... | 2 |
| Miscellaneous..... | <u>7</u> |
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| CSC 5..... | 14 |
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| CSC 3..... | 10 |
| Sex Off. Regist..... | 8 |
| CSC 1..... | 7 |
| Obscene Phone Calls.. | 4 |
| Prostitution..... | <u>3</u> |
| | 70 |

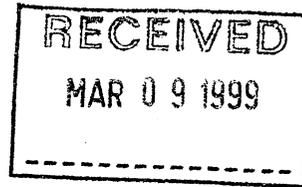
| | |
|----------------------------|-----------|
| <u>Miscellaneous</u> | 156 |
| Disorderly CONduct..... | 67 |
| Misc. Firearm Vio..... | 46 |
| Disorderly house..... | 10 |
| Loitering..... | 7 |
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| False Emerg. Phone call.. | 4 |
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| Liquor..... | 2 |
| other singular..... | <u>11</u> |
| | 156 |



Correctional Facility

Arthur J. Cavara, Superintendent
Steve Poynter, Asst. Superintendent

297 South Century Avenue
Maplewood, MN 55119



Tel: (651) 298-5466
Fax: (651) 298-5451

March 5, 1999

Mr. Tom Eckstrand
Planning Department
City of Maplewood
1830 E. Co. Rd. B
Maplewood Minnesota 55109

Dear Mr. Eckstrand:

The following is my analysis of specific RCCF data, when in combination with each other, affected the size of our daily population:

1. 1998 annual admission increased upward 12% (N=427) over 1997. 183 (43%) of these were jail inmates we were holding for the Adult Detention Center due to their overcrowding and; 244 (57%) were our regularly sentenced inmates.

We agreed to house up to thirty inmates per day from the ADC, and we averaged 23 per day, with an annual length of stay of 21 days. The facility obtained a variance from the Department of Corrections, which is our licensing agency, to house these inmates and to once again use our basement industry area to house our low-risk inmates in order to accomodate the jail inmates within our regular housing dormitories.

2. Our average length of stay increased by 2.5 days, from 28 in 1997 to 30.5 in 1998. This is considered a very high increase in one year. Examining all sentenced offenders, we find that this is due to longer sentences meted out to DWI offenders. In fact, 65 offenders received sentences of one year, four times more than in 1997, with 6 persons sentenced to two years, and 3 to a year and a half. Upon further examination, it seems that this "get-tough" attitude by the courts towards DWI offenders also affected other offense categories, as most sentences meted out for non-DWI offenses increased signifcantly.
3. The combination of increased admissions and an increase in length of sentences, was the primary reason for the 19% increase in the average daily population of 273 in 1997, to 325 in 1998.

4. The type of offenses remained basically the same. 30% of the population being sentenced for felonies and 66% for misdemeanors and gross misdemeanors.
5. There are no further changes in the population that display any specific trends of any statistical merit.
6. Our functional capacity is listed as 290 inmates per day which defines our most practical number with which to deal with, both for programming and work goals, and providing us the opportunity of keeping sufficient number of beds unused to deal with any extraordinary admissions increases.

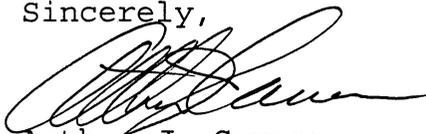
The rated capacity of 316 is established by the Department of Corrections which is defined by the legal number of inmates times the minimum square footage of living and programming space required per inmate. This includes beds, dayrooms, shower and toilet facilities. This then gives us the legal number of inmates we can actually hold at any one time. Due to the housing of jail inmates, a variance was required, and received, from the Department of Corrections to surpass the 316 figure and also use another area to house the additional jail inmates.

Based on our steady increase in admissions since 1989, not having less than 3,000 admissions per year since 1994, and going up, tougher sentencing laws continuing to be passed by the state legislature, it is anticipated that we will continue to experience 300+ average daily populations over the foreseeable future.

The increase in the number of persons confined should, not, however, be of a safety or security concern for the public at this time. The facility can manage these numbers, and we maintain a strong classification system within the facility that does not allow placing inappropriate and high-risk inmates in situations that allows them to interact freely with the public. Security and safety, after all, are our major concerns, and will continue to be so.

I am hoping that this information is helpful to you. If you desire additional information or feedback, please feel free to call upon me.

Sincerely,



Arthur J. Cavara
Superintendent

cc: file

MEMORANDUM

TO: City Manager
FROM: Thomas Ekstrand, Associate Planner
SUBJECT: **Resolution of Appreciation for Marv Erickson**
DATE: April 19, 1999

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

INTRODUCTION

I attached a resolution of appreciation for Marv Erickson. Marv recently resigned as a member of the Maplewood Community Design Review Board after serving 12 years—from February 9, 1987 to April 13, 1999.

RECOMMENDATION

Adopt the attached resolution.

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RESOLUTION OF APPRECIATION

WHEREAS, Marv Erickson has been a member of the Maplewood Community Design Review Board since February 9, 1987 and has served faithfully in that capacity; and

WHEREAS, the Community Design Review Board has appreciated his experience, insights and good judgement; and

WHEREAS, Marv has freely given of his time and energy, without compensation, for the betterment of the City of Maplewood; and

WHEREAS, Marv has shown dedication to his duties and has consistently contributed his leadership and effort for the benefit of the City.

NOW, THEREFORE, IT IS HEREBY RESOLVED for and on behalf of the City of Maplewood, Minnesota, and its citizens that Marv Erickson is hereby extended our gratitude and appreciation for his dedicated service and we wish him continued success in the future.

*Passed by the Maplewood
City Council on _____, 1999.*

George Rossbach, Mayor

*Passed by the Maplewood
Community Design Review Board
on April 27, 1999.*

Matt Ledvina, Chairperson

Attest:

Karen Guilfoile, Clerk

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
APRIL 27, 1999**

IX. STAFF PRESENTATIONS

A. Resolution of Appreciation for Marv Erickson

Boardmember Robinson moved acceptance of the resolution of appreciation for former board member Marv Erickson.

Boardmember Johnson

Ayes—all

The motion passed.

AGENDA REPORT

Agenda Item G6

To: City Manager Michael McGuire
From: Chief of Police Donald Winger *DW*
Subject: Award
Date: April 22, 1999

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

Introduction

The Maplewood Police Department and their Cadet Explorer Post have received an award from the Indianhead Council of the Boy Scouts of America.

Background

For many years, the Maplewood Police Department has sponsored a Cadet Explorer Post for youth in our community.

The Cadets are young people who may be interested in a future career as a police officer, and they participate in year-round training which gives them an overview of the types of situations officers deal with on a daily basis. They also assist the City of Maplewood at many events throughout the year.

At a banquet on April 15, 1999, our Cadets accepted the 1999 Spurgeon Partnership Award, which was presented to the Maplewood Police Department "In Recognition of Exceptional Commitment to Career Education for Young Men and Women Through the Career Exploring Program."

Recommendation

It is recommended that the Maplewood Police Cadet Explorers and their Advisors be recognized for this award and their continuing contributions to the City of Maplewood.

DSW:js

AGENDA REPORT

TO: Mike McGuire, City Manager
FROM: Karen Guilfoile, City Clerk
DATE: April 20, 1998
RE: Food Permit Approval and Waiver of Fee

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

The MS Society is having their 15th annual Root Beer Float Days at Cub Food Stores in the metro area during a weekend this summer. (Dates are not yet determined, but it will be a 3 day event.) They are requesting the fee for the miscellaneous permit be waived.

Recommendation

All items used to conduct the event are donated and the proceeds will go to the MS Society to fund research and client services. It is recommended that the Council approve the miscellaneous permit and to waive the \$41.00 permit fee.

AGENDA REPORT

TO: Mike McGuire, City Manager
FROM: Karen Guilfoile, City Clerk
DATE: April 20, 1998
RE: Food Permit Approval and Waiver of Fee

Action by Council:
Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

Cub Scout Pack 64 is having a fund raiser rummage sale at Cross Lutheran Church on May 16, 1998. In conjunction with the rummage sale, they are requesting a food permit to sell hot dogs and pop to raise additional money.

Background

Cub Scout Pack 64 is located out of Webster Elementary School. As part of scouting, the members participate in activities that teach them responsibility and creativity. Some of the events planned for this year are: scouting for food, pinewood derby, winter camping, and baseball.

To help support these activities, the Pack raises money each year conducting fund- raising events. This year they have chosen to have a rummage sale at Cross Lutheran Church. To raise additional funds, they have applied for a special one-day food permit to sell hot dogs and pop to those attending. They are requesting that the City waive the \$41.00 permit fee. The fee was waived by Council last year.

Recommendation

The funds that are raised on May 16, will go into the Cub Scout Pack 64 activity fund. It is recommended that the City Council approve the miscellaneous permit to sell food at the Cross Lutheran Church and to waive the \$41.00 permit fee.

MEMORANDUM

TO: City Manager
 FROM: Thomas Ekstrand, Associate Planner
 SUBJECT: **Pep Boys Automotive Center**
 LOCATION: South of 2570 White Bear Avenue
 DATE: April 28, 1999

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

Project Description

Pep Boys Automotive Centers are proposing to build a Pep Boys automotive service garage and auto parts store on White Bear Avenue south of NTB (National Tire and Battery, 2570 White Bear Avenue). Refer to the enclosed plans and the attachments on pages 10-12. The proposed building would be one story tall and have an exterior of brick, rock-face concrete block and E.I.F.S. (Exterior Insulation Finish System).

Requests

The applicant is requesting that the city approve:

1. A 55.5-foot wetland buffer variance. The applicant is proposing a buffer that ranges from 44.5 to 86 feet. The city code requires a 100-foot-wide setback (wetland buffer) from the wetland edge behind the proposed building. The wetland buffer is to protect the adjacent wetland to the east that the Ramsey-Washington Metro Watershed District has classified as a Class 1 wetland. Class 1 wetlands are those with conditions and functions most susceptible to human impact, are most unique, have the highest community resource significance and similar characteristics.
2. A conditional use permit (CUP) for a maintenance garage. Refer to the applicant's letter on pages 13-20.
3. The architectural, site and landscape plans.

DISCUSSION

Wetland Buffer Variance

This proposal is essentially the same as the National Tire and Battery variance request in 1997. The council granted NTB a wetland-buffer variance to encroach within 40 feet of the wetland edge—the applicant would encroach to within 44.5 feet of the wetland. The council granted NTB their wetland-buffer variance because:

1. The 100-foot-wide wetland buffer requirement would make development of this site difficult. The difficulty was created by the new ordinance.
2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would improve the quality of the wetland buffer substantially over its present state.

The reasons are the same to support the Pep Boys request. The main benefit is that the applicant would improve the quality of the buffer and provide a storm-water/pre-treatment pond for improving the runoff quality before it enters the wetland. The Ramsey-Washington Metro Watershed District staff has accepted the proposed grading and drainage plan including the wetland-buffer reduction. (Refer to the letter on page 21.)

As a condition of granting this variance, the city should require that the developer dedicate the entire easterly portion of the site as a wetland buffer. The code requires a wetland buffer already. Including the high ground in the southeast quadrant of the site would ensure that there would be no future development of the site that would impact the wetland.

Conditional Use Permit

The proposed Pep Boys meets the findings for CUP approval and would be compatible with the existing development in the area.

Design Considerations

Building Aesthetics

The proposed building design would be compatible with the surrounding development. There would be brick detailing on the front and sides. The rear elevation, however, is proposed to be smooth concrete block. Staff feels that the applicant should revise this back view to be a rock-face block as proposed on the front and sides of the building and as required of NTB. The rear elevation should also be painted to match the color and pattern shown on the front and sides.

Landscaping

The landscaping would be attractive and the plantings proposed by the wetland would be attractive and beneficial to the wetland quality. All landscaped areas should be served by lawn irrigation except for the plantings proposed adjacent to the wetland. An in-ground lawn irrigation system in this area would further disturb the wetland buffer. The water table in this area is high enough to offset any benefit gained by lawn irrigation.

The applicant is meeting the tree-removal/replacement code. The code requires the replacement of the 15 large trees that would be removed. The landscape plan accomplishes this with the 31 new trees that are proposed. The applicant's landscape designer will look into whether there is room to add trees next to the neighboring building to the south. The neighboring property owner requested some trees for a visual buffer.

Increased Buffer

The site plan should also be revised to increase the setback from the south lot line to provide a wider buffer from the neighboring professional building. The applicant felt they could revise the plan to increase this setback by five feet by narrowing the northerly green strip and shifting everything to the north.

Parking

The applicant is meeting the parking code with the proposed 101 spaces. The code requires 95.

Roof-Equipment Screening

Roof-top mechanical equipment, that is visible from roadways or nearby properties, must be painted to match the building. The city code no longer requires individual screens around such units. The community design review board (CDRB) may require building designs that hide these units, however.

Lot Combination

The three lots and vacated streets comprising this site should be combined as one legally-described parcel before the building permit is issued. This is necessary since the building official requires a lot to meet setbacks from lot lines. The building, therefore, cannot overlap lot lines.

Cross Easements

This site will share a driveway access and a parking lot connection with NTB. The applicant should get cross easements with NTB before obtaining a building permit. This may have been handled when NTB built, if not, the applicant should obtain this easement.

COMMITTEE ACTIONS

April 19, 1999: The planning commission recommended approval of the wetland-setback variance and the CUP.

April 27, 1999: The community design review board recommended approval of the plans.

RECOMMENDATIONS

- A. Adopt the resolution on pages 22 and 23. This resolution approves up to a 55.5-foot wetland buffer variance for the proposed Pep Boys Automotive Center south of 2570 White Bear Avenue. Approval is based on the following findings:
1. Strict enforcement of the code would cause undue hardship because of circumstances unique to the property and not created by the property owner. The 100-foot-wide wetland buffer requirement would make development of this site difficult. The difficulty was created by the new ordinance.
 2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would improve the quality of the wetland buffer substantially over its present state.
 3. The Ramsey-Washington Metro Watershed District has accepted the applicant's grading and drainage plan and the wetland-buffer encroachment.
 4. The city council approved a similar variance for National Tire and Battery for the lot to the north in 1997.

Approval is subject to the applicant dedicating a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer. The applicant shall record the deed for this easement before the city will issue a building permit. The wetland-buffer easement shall cover all of the site east of the parking lot curbing.

B. Adopt the resolution on pages 24 and 25. This resolution approves a conditional use permit for a maintenance garage at the proposed Pep Boys Automotive Center south of 2570 White Bear Avenue. Approval is based on the findings required by the code and subject to:

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. There shall not be any outdoor storage of materials or discarded tires, parts or refuse. There shall not be any over-night outdoor storage of vehicles.
5. The applicant shall submit a landscape plan to staff for approval of the plantings in the wetland buffer area.

C. Approve the plans, date-stamped March 5, 1999, for proposed Pep Boys Automotive Center south of 2570 White Bear Avenue, based on the findings required by the code. Approval is subject to 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 applicant shall:
 - a. Dedicate a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer, except for required landscaping and seeding. The applicant shall record the deed for this easement before the city will issue a building permit. The wetland-buffer easement shall cover all of the Pep Boys property east of the parking lot curbing.
 - b. Revise the site plan by widening the southerly landscaped strip by five feet. This five-foot widening is derived from narrowing the northerly green area by five feet.
 - c. Submit grading, drainage, utility and erosion control plans to the city engineer for approval.
 - d. Revise the rear building elevations to provide rock-face concrete block, instead of flat concrete block, painted to match the color and detailing on the front and sides of the building.

The red rain gutters and down spouts on the east side of the building shall be substituted with a neutral color.

- e. Combine the three lots and two vacated street rights-of-way that comprise this site into one legally-described parcel.
- f. Dedicate and record cross easements for access between Pep Boys and National Tire and Battery if this easement has not yet been established.

3. The applicant shall complete the following before occupying the building:

- a. Install a reflectorized stop sign at the southerly exit and a handicap-parking sign for each handicap parking space.
- b. Post a "no left turn" sign at the southerly curb cut.
- c. Provide continuous concrete curb and gutter all around the parking lot and driveways.
- d. Paint the rooftop mechanical equipment to match the building color if the units are visible. (code requirement)
- e. Construct the trash dumpster enclosure using the same materials and color as the building. This enclosure shall have a 100 percent opaque gate.
- f. Install an in-ground lawn irrigation system for all landscaped areas except for the planted areas by the wetland behind the building. (code requirement)
- g. Install signs at the edge of the wetland-protection buffer which prohibit any building, mowing, cutting, filling or dumping within the buffer.
- h. Provide site-security lighting as required by the code. The light source, including the lens covering the bulb, shall be concealed so not to cause any nuisance to drivers or neighbors.

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 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 if the building is occupied in the spring or summer.

5. This approval does not include the signs. Signage will be reviewed by staff through the sign permit process.

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

CITIZENS' COMMENTS

I surveyed the 21 property owners within 350 feet of this site. There were five replies.

Replies

1. Pep Boys is a very good automotive center and would be an asset to the community. (property owner, 2390 White Bear Avenue)
2. The nature of this business would not cause any problems with us. We would welcome them in the community. (Redeeming Love Church, 2425 White Bear Avenue)
3. We have never objected to any projected construction before, but we would have a suggestion this time. It seems something other than an auto service would be best suited next to professional buildings. We would not be happy to see such a development next door. How about an office building, office depot, restaurants, etc. (Walt Parsons, Maplewood Dental Specialists, 2480 White Bear Avenue)
4. I would say that they should receive no other advantages than we have if we have no left turn onto White Bear Avenue. Also I feel that with another competitor for my tenants it could cause our value to be diminished. I feel as an auto mall we are doing all the car services and having more competition could be a negative to our center. (Brian Pellowski, White Bear Avenue Auto Center LTD Partnership, 2525 White Bear Avenue)
5. We have no objection. (CB Richard Ellis, management company for MapleRidge Shopping Center, 2515 White Bear Avenue)

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 4.4 acres

Existing land use: Outside storage yard for Mogren Brothers landscape materials and a single dwelling

SURROUNDING LAND USES

North: NTB, Mogren Brothers Landscaping and a multi-tenant office building

South: Professional Building

West: White Bear Avenue, Rainbow Foods and MapleRidge Center

East: Undeveloped wetlands

PAST ACTIONS

Other Wetland Setback Variance Approvals

February 26, 1996: The city council approved a 75-foot wetland setback variance for Lexus on Highway 61. Code required 100 feet. Lexus was required to provide an improved-quality 25-foot-wide buffer in lieu of the poor-quality 100-foot-wide buffer that was there.

December 9, 1996: The city council approved a 50-foot wetland setback variance for Maplewood Imports on Highway 61. Code required an average of a 100-foot setback from the wetland edge with a minimum of 50 feet. The council allowed Maplewood Imports to build up to the wetland edge.

December 9, 1996: The council approved a 60-foot wetland setback variance for Frank Wienicki of General Sprinkler. Code required 100 feet.

April 14, 1997: The council approved a 60-foot wetland setback variance for National Tire and Battery on White Bear Avenue. Code required 100 feet.

May 11, 1998: The council approved a 50-foot wetland setback variance for Hill-Murray High School. Code required 100 feet.

September 28, 1998: The council approved an 80-foot wetland setback variance for the Ramsey County Battle Creek Park Aquatic Facility. The code required 100 feet.

Street Vacation Approvals

August 10, 1998: The city council vacated Demont Avenue and German Street with the approval of the Maplewood Eye Clinic building (under construction).

PLANNING

Land Use Plan designation: BC (business commercial)

Zoning: BC

Ordinance Requirements

Section 36-151(b)(9)(c) requires a CUP for maintenance garages.

Section 36-196(h)(3) of the wetland protection ordinance requires a 100-foot-wide wetland buffer for the proposed site.

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.

Findings for Variance Approval

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

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.

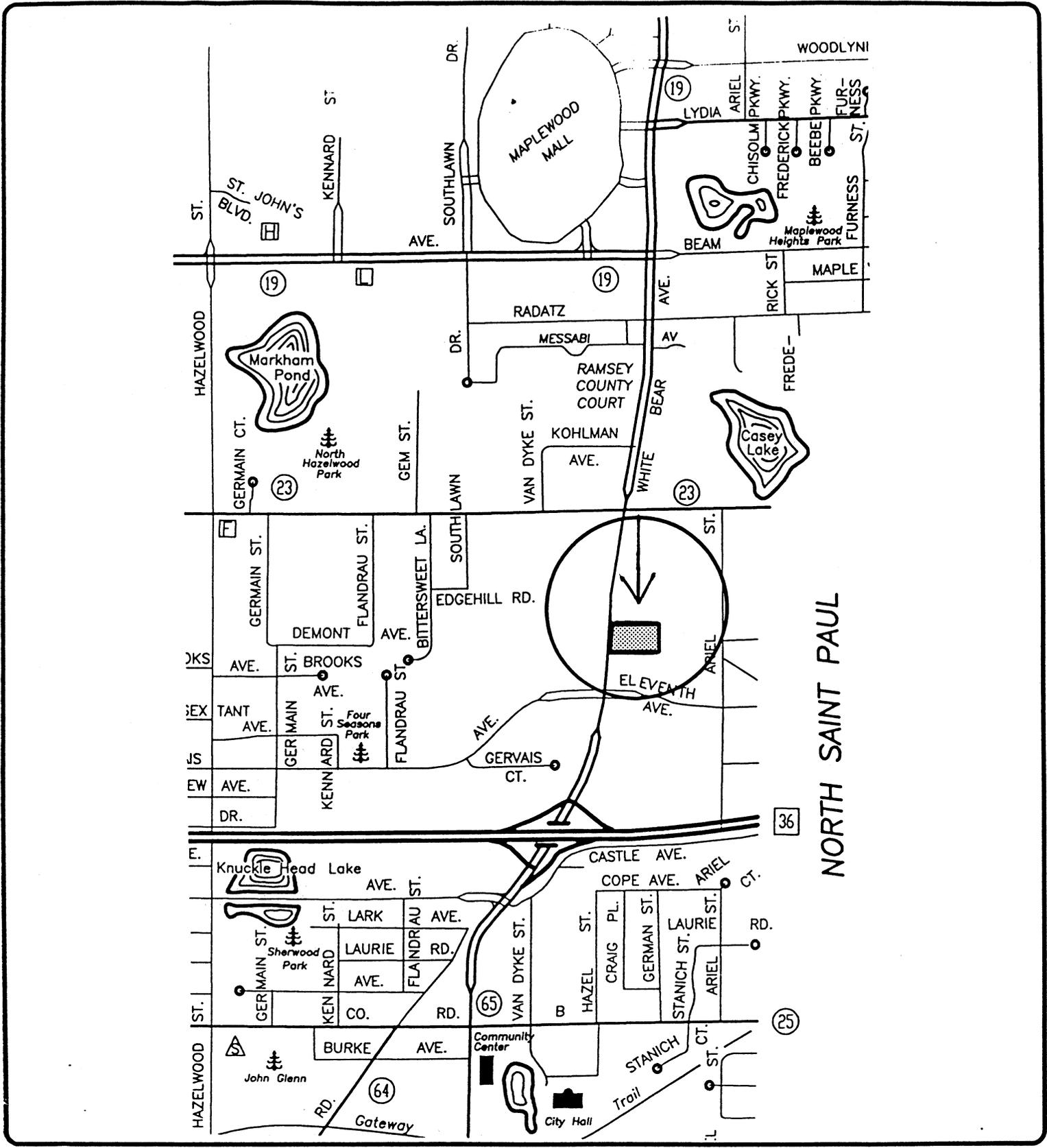
Criteria for Conditional Use Permit Approval

Section 36-442(a) states that the city council may approve a CUP, based on nine standards. (See findings 1–9 in the resolution on pages 24 and 25.)

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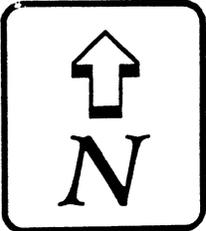
Attachments:

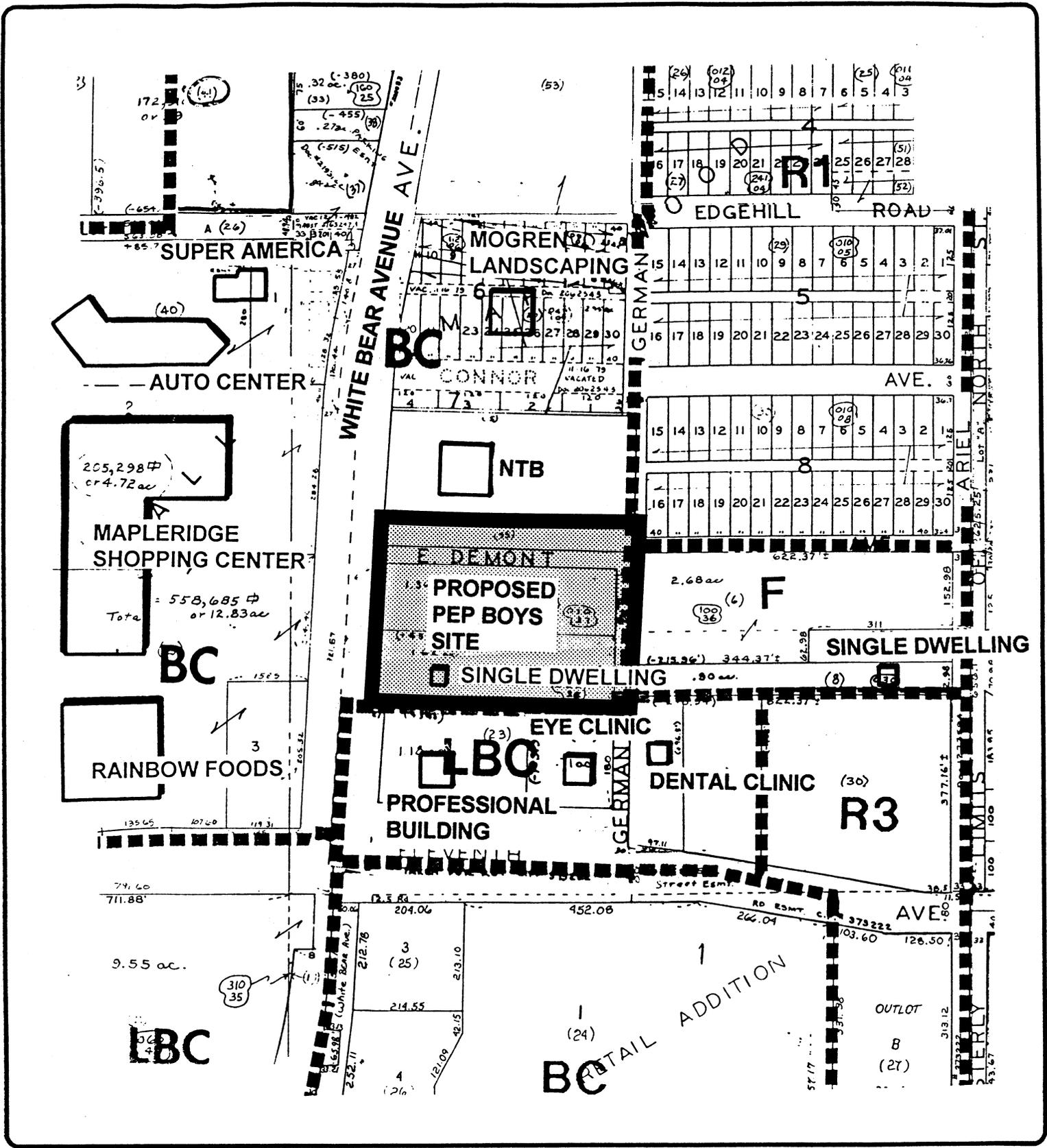
1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Applicant's Letter dated March 5, 1999
5. Letter from Pat Conrad dated April 8, 1999
6. Variance Resolution
7. Conditional Use Permit Resolution
8. Plans date-stamped March 5, 1999 (separate attachments)



NORTH SAINT PAUL

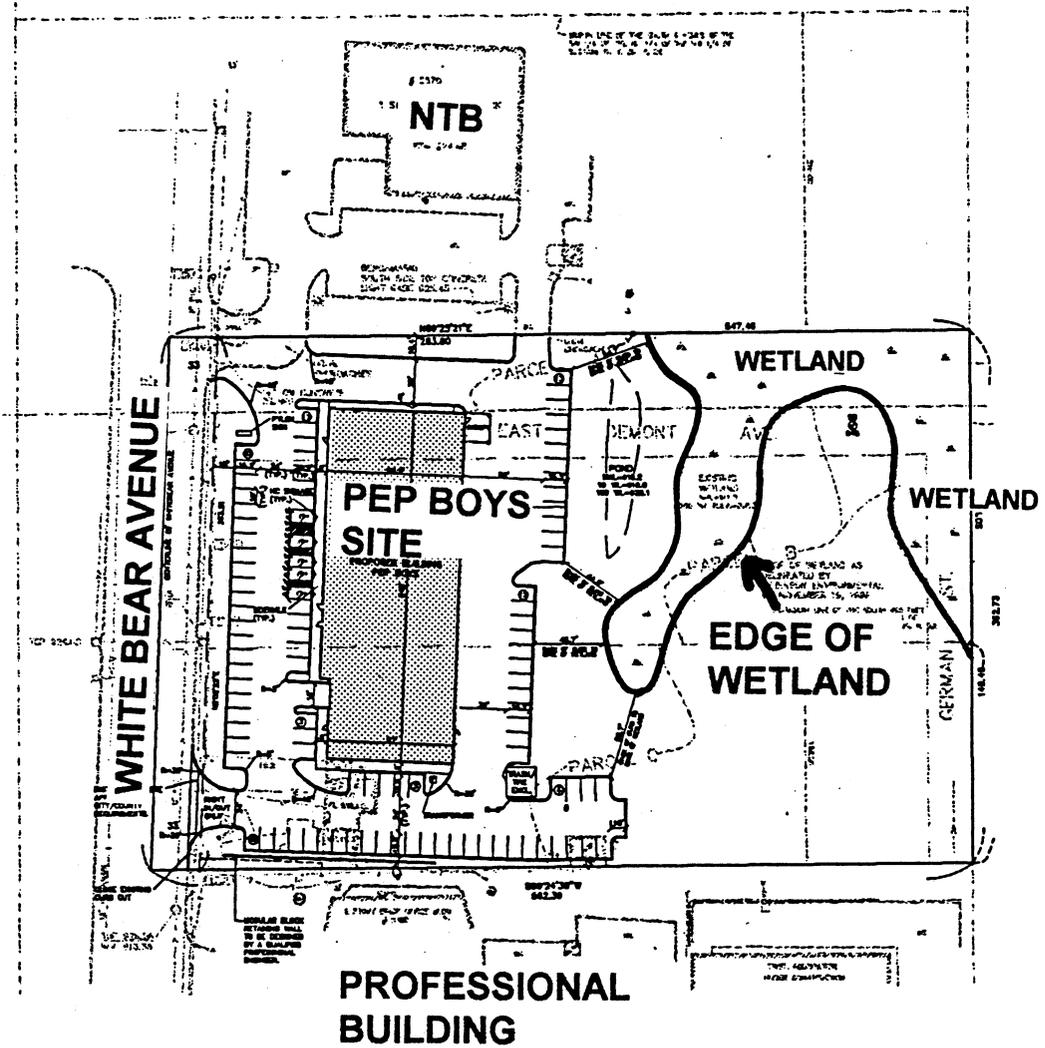
LOCATION MAP





PROPERTY LINE / ZONING MAP





SITE PLAN



LARKIN, HOFFMAN, DALY & LINDGREN, LTD.

ATTORNEYS AT LAW

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C. ERIK HAWES
C. BRENT ROBBINS
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JAMES M. SUSAG
ANDREW D. RYAN **
DANIEL J. BALLINTINE
LISA S. ROBINSON
ERICA SHIFF GLASSBERG
SONYA R. BRAUNSCHEIG ***
JOSEPH J. FITTANTE, JR.
MARK D. CHRISTOPHERSON
LAURA K. GRAF
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OF COUNSEL
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ALLAN E. MULLIGAN
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* ALSO ADMITTED IN WISCONSIN
** ONLY ADMITTED IN MASSACHUSETTS
*** ONLY ADMITTED IN IOWA

March 5, 1999

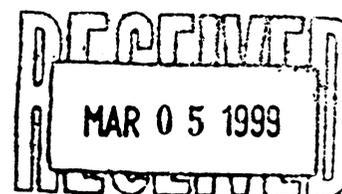
Mr. Tom Ekstrand
City of Maplewood
Associate Planner
1830 East County Road B
Maplewood, Minnesota 55109

Re: Pep Boys, White Bear Avenue, Maplewood, Minnesota - Application for a Conditional Use Permit, Wetland Buffer Variance, and Community Design Review Board Approval
Our File No. 23,416-04

Dear Tom:

Pep Boys has contracted to purchase three parcels of land ("Site") at 2500 White Bear Avenue in the City of Maplewood, Minnesota ("City") for construction of a new Pep Boys automotive center ("Project"). The Site includes 4.3464 acres. The majority of the Site is vacant and is used by Mogren Landscaping Company to store concrete blocks and other material and equipment. The south parcel (Parcel C) is occupied by a single story frame residence and shed. The Site has two existing curb cuts to and from White Bear Avenue, one at the northwest corner of the property and another at the southwest corner of the property.

The eastern portion of the Site includes one jurisdictional wetland that was delineated in the field on November 19, 1998 by Peterson Environmental Consulting, Inc. ("PEC"). The PEC Wetland Delineation Report, dated December 15, 1998, is submitted to the City as part of Pep Boys' zoning application. Ramsey-Washington Metro Watershed District has submitted separate correspondence to the City approving the wetland delineation.



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The PEC Wetland Delineation Report classifies the wetland as a predominantly seasonally flooded palustrine emergent (PEMC; Circular 39 Type 3 inland shallow fresh marsh) and saturated palustrine scrub shrub (PSSB; Circular 39 Type 6 shrub swamp) basin. The wetland plant community is dominated by gray dogwood, reed canary grass and narrow-leaf cattail. The surrounding uplands are dominated by Kentucky bluegrass and Canada goldenrod.

As described in the PEC Wetland Delineation Report, grading activity on the east side of the Site has resulted in the creation of a large linear spoil pile. This spoil pile lies approximately 15 feet west of the wetland on the north side of the Site. The distance between the wetland and the spoil pile increases as you move south through the Site.

Surrounding Land Uses

The Site is located in a substantially developed commercial area. To the north is the recently constructed National Tire and Battery ("NTB"), Mogren Brothers Landscaping and a multi-tenant office building. To the south is a medical office facility. To the west is White Bear Avenue and Mapleridge Center. To the east is undeveloped wetlands and townhomes.

Project Description

The proposed Pep Boys facility will consist of the retail sale of automotive parts, automobile accessories, and assorted household items related to automobiles. The facility will also include minor automotive repair services as an accessory use to retail sales. The motor vehicle services proposed to be performed at the facility will include: tire, battery and vehicle accessories installation; tune-ups, shocks and struts service; lubricant and oil work; vehicle inspection; repair and replacement of engine support systems, but not core engine removals; wheel balancing, alignment and suspension; brake work; exhaust system service; and air conditioning service. There will be no body work, painting or collision repair work, or major repair, rebuilding or reconditioning of engine blocks or transmission removal. Motor fuel will not be sold on the premises.

All service work will take place inside the building in the twelve-bay service area. There will be no overnight outside storage of vehicles. Project hours of operation have not been finally determined, but it is anticipated that the facility will be open during these approximate time periods: Monday through Friday - 8:00 a.m. to 9:00 p.m.; Saturday - 8:00 a.m. to 8:00 p.m.; and Sunday - 9:00 a.m. to 6:00 p.m. Based on past experience with comparable facilities, Pep Boys will employ approximately 30 to 40 full-time and part-time employees at the facility.

The exterior of the facility will consist of painted split-face concrete masonry block ("CMU") which is similar in material, color and texture to other buildings located in the immediate surrounding area. Painted accent stripes on the face of the building will break up the CMU wall at the front facade and provide architectural interest. The canopy over the front entrance doors will provide down-lighting from within which will illuminate the main storefront entrance at night. The CMU parapet extending above the roof line on the north, west and south elevations will screen the mechanical rooftop equipment from view.

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Stormwater runoff from all Project impervious surfaces will be routed through a stormwater pond located between the parking lot curb and edge of wetland at the northeast corner of the Site. Ramsey-Washington Metro Watershed District staff requested that the pond be sized to fit in this location rather than placing the pond in the open area located to the south and east of the on-site wetland. This better preserves the undisturbed natural state of that area.

Treated stormwater exits the pond through an 18-inch RCP outlet and an overland swale and discharges into the wetland. Consistent with watershed district criteria, the pond will treat 100% of the runoff for a one-year storm event. The pond outlet is designed for the ten-year storm event and the overland swale is designed to accommodate the 100-year storm event.

The proposed buffer distance between the wetland and the edge of the curb varies from a minimum of 44.5 feet to a maximum of 86 feet. This buffer area will be vegetated with native grasses, trees, and shrubs. The requested wetland buffer variance will be discussed in greater detail in a subsequent section of this letter-memorandum.

As described in the introductory paragraphs of this letter-memorandum, the Site includes an empty lot currently being used for storage of landscaped material and a single-family home. The vacant lot has been cleared and contains little or no vegetation. The home site contains just under one-half acre of woodland. Most of the significant trees on the Site are cottonwood and pine. There are only twelve large trees on the Site that meet City criteria (trees over eight-inch diameter except cottonwood, boxelder and poplar). This woodland is under the one-half acre City threshold for tree replacement. However, the submitted landscape plan contains substantially more than the five trees that would have been required for replacement of a one-half acre woodlot.

Native species, such as pussy willow, river birch, red maple, redbud dogwood and northern red cedar will be planted at the rear of the Site adjacent to the wetland. These plantings will provide screening and supply food and shelter for wetland wildlife. Bark mulch will be used around trees and shrubs in the pond and wetland buffer area.

In addition, red maple, red oak and honey locust will be planted throughout the Site. Rock mulch over landscaped fabric will be used in all landscape areas around the building and parking lot.

Disturbed areas between the proposed parking area and wetland will be seeded with native grasses and forbs. Green space elsewhere on the Site will be sodded and irrigated.

Existing Site Zoning and Guiding and Necessary Zoning Approvals for the Project

The Site is currently guided and zoned Business Commercial (BC). The retail automotive sales function of the Project is a permitted use in the BC Business Commercial District (Maplewood Zoning Ordinance, § 36.151(a)(3)). A "motor vehicle accessory installation center" is also a permitted use in the BC District (Zoning Ordinance, § 36.151(a)(10)).

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A "maintenance garage" is a conditional use in the BC District (Zoning Ordinance, § 36.151(b)(9)). The Zoning Ordinance defines "maintenance garage" as "a building for the maintenance or repair of motor vehicles. This definition does not include a motor vehicle accessory installation center for motor vehicle wash." The automotive service function of the Project is classified as a "maintenance garage" in the Zoning Ordinance. Therefore, approval of a conditional use permit is necessary for construction of the Project. Pep Boys has applied to the City for approval of the necessary conditional use permit.

Ramsey-Washington Metro Watershed District and the City classify the on-site jurisdictional basin as a Class 1 wetland. Class 1 wetlands are those with conditions and functions most susceptible to human impacts, are most unique, have the highest community resource significance and similar characteristics. (Maplewood City Code, § 9-196.) For Class 1 wetlands, the Maplewood City Code requires a 100-foot minimum buffer width, a 100-foot average buffer width and a 10-foot building foundation setback from the outer edge of the buffer. Pep Boys proposes a wetland buffer that ranges from a minimum of 44.5 feet to a maximum of 86 feet as measured from the wetland edge to the closest point of ground disturbance. Therefore, approval of a 55.5-foot wetland buffer variance is necessary for construction of the Project. Pep Boys has applied to the City for approval of the necessary wetland buffer variance.

The Project also requires Community Design Review Board review and City Council approval of architectural, site and landscape plans. Pep Boys has applied to the City for necessary design review approvals of Project plans.

The balance of this letter-memorandum addresses ordinance criteria for approval of the requested conditional use permit and wetland buffer variance.

Conditional Use Permit Ordinance Criteria

The proposed Project complies with Zoning Ordinance standards for issuance of a conditional use permit as follows:

- **The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.**

The Project is guided and zoned for Business Commercial use. The proposed retail sales and automotive service uses are consistent with the Comprehensive Plan land use designation and Zoning Ordinance classification. On April 14, 1997, the Maplewood City Council found the northerly adjacent NTB facility, a similar type of land use, to be consistent with the Maplewood Comprehensive Plan and Code of Ordinances.

- **The use would not change the existing or planned character of the surrounding area.**

The Project is compatible with the existing surrounding land uses. Most of the neighboring properties are developed or planned for commercial or office use. Existing or planned residential properties are located a substantial distance from the portion of the Site proposed to be developed for the Project.

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- **The use would not depreciate property values.**

The Project is not expected to affect property values in the surrounding area.

- **The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing, or cause 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.**

The major portion of the proposed facility will be dedicated to the retail sale of automotive parts, automotive accessories and assorted household items related to automotive care. Only minor automotive repair services will be performed in the facility as described in previous sections of this letter-memorandum. All repair work will occur within an enclosed building. There will be no body work, painting or collision repair work performed on the premises. No overnight outside vehicle storage will be allowed.

The Project will include twelve vehicle service bays wholly contained within the structure. Access to these bays will be through one overhead entrance door located on the west side of the building. This service entrance door will be painted to match the masonry color.

There will be no outside open storage of used tires, used automobile fluids or used parts. Used parts and fluids are stored in the principal structure. All refuse and used tires will be wholly contained within a new refuse/tire enclosure on the south-central portion of the Site that will be built of material compatible with the building. A modular block retaining wall to be designed by a qualified professional engineer will also be located along the south property line.

Pep Boys has an active corporate environmental compliance group that implements programs that meet or exceed local, state and federal codes. The company has an extensive recycling program, including waste oils, tires, batteries, corrugated cardboard, antifreeze, refrigerants, and aluminum, glass and paper where local pickups are available.

Service bays are cleaned nightly with a scrubbing machine. All bays slope inward so as to contain any minor spills or leaks. Only domestic waste flows into the sanitary sewer system.

- **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.**

The proposed Project generates minimal vehicular traffic. Adjacent roadway systems have adequate capacity to accommodate projected Project traffic. Two curb cuts to White Bear Avenue are proposed. The first is a full access shared driveway at the northwest corner of the Site. The second is a right in/out only at the southwest corner of the Site. This secondary access is in approximately the same location as the existing curb cut to Parcel C.

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- **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.**

The Site is served by adequate public facilities and services. Water and sewer systems and streets have adequate capacity to accommodate the Project.

- **The use would not create excessive additional costs for public facilities or services.**

The Site is zoned and guided for Business Commercial use. The Project is consistent with the existing zoning and guiding. Public facilities and services have been designed to accommodate the proposed Business Commercial land use. No major public improvements are required. Therefore, the Project does not create excessive additional public facilities or services costs.

- **The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.**

A significant portion of the Site has been previously graded and is currently used for storage of landscape material and equipment. There are relatively few large trees on the Site as defined by City ordinances and the existing woodland does not meet City tree replacement criteria. However, the submitted landscape plan shows substantial new plantings, including native species at the rear of the property adjacent to the wetland. These plantings will provide screening for the residences and supply food and shelter for wetland wildlife.

The Site includes a Class 1 wetland. The wetland will not be impacted by the Project. Previous grading on the property has resulted in the creation of a large spoil pile within the 100-foot wetland buffer required by the City Code. As described throughout this letter-memorandum, much of the existing 100-foot setback from the wetland edge is not an adequate buffer. The proposed Project will improve protection of the wetland by creation of a water quality treatment pond to pretreat runoff from a one-year storm event prior to discharge to the wetland. Currently, there is no treatment of existing stormwater runoff from the disturbed areas on the Site.

- **The use would cause minimal adverse environmental effects.**

The Project will not adversely impact the environment. As described above, the Class 1 wetland will be preserved and protected by a high quality buffer ranging from 86 feet to 44.5 feet. A new water quality treatment pond will pretreat Project runoff prior to discharge to the wetland. Native plants, trees and shrubs will be installed in the areas of the Project adjacent to the wetland.

All service and repair activities will occur within an enclosed building. The Project will comply with all applicable code requirements.

Wetland Buffer Variance Ordinance Criteria

The proposed Project complies with Zoning Ordinance standards for issuance of a wetland buffer variance as follows:

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- **(1) Strict enforcement of the City ordinances would cause undue hardship because of circumstances unique to your property. Undue hardship means that: (a) you cannot put your property to a reasonable use under City ordinances; (b) your problem is due to circumstances unique to your property that you did not cause; (c) the variance would not alter the essential character of the area; and (2) the variance would be in keeping with the spirit and intent of the ordinance.**

The proposed Project requires a variance from the City wetland ordinance. The wetland ordinance requires a 100-foot buffer from the edge of the Class 1 wetland on the Site as measured from the wetland edge to the closest point of ground disturbance. Pep Boys proposes a buffer distance between the wetland and edge of the curb varying from a minimum of 44.5 feet to a maximum of 86 feet. This buffer area will be vegetated with native grasses, trees and shrubs.

The variance is necessary for construction of the proposed facility on the Site. Due to the location and configuration of the wetland, it is also likely that a similar wetland buffer variance would be necessary to construct other business commercial uses allowed under existing zoning and guiding. To construct this proposed facility, Pep Boys must be able to access both the front and the back of the building with customer and delivery vehicles and must have the number of service bays and parking stalls shown on the submitted plans. The proposed site plan provides the least buffer encroachment of the feasible and practicable alternative layouts examined by Pep Boys.

In evaluating Zoning Ordinance criteria, it is important to note that much of the existing buffer has been disturbed and consists of a large linear spoil pile. The watershed district has confirmed that the existing poor quality 100-foot-wide buffer does not provide the water quality treatment intended to be achieved by strict adherence to the City wetland ordinance.

Pep Boys proposes to create a stormwater pond between the parking lot curb and edge of the wetland at the northeast corner of the Site. The pond will treat 100% of Project runoff from a one-year storm event consistent with watershed district criteria. This will improve the ability of the proposed buffer area to protect wetland water quality. Essentially, the proposed site plan provides a high quality buffer as opposed to the existing non-effective poor quality buffer. This is consistent with the spirit and intent of the wetland ordinance.

In addition, issuance of the variance is consistent with previous action taken by the Maplewood City Council under similar circumstances. On April 14, 1997, the Maplewood City Council approved a 60-foot wetland buffer variance for NTB. This variance involved the same wetland complex, a variance of comparable magnitude, and a similar basis for approval.

On February 26, 1996, the City Council approved a 75-foot wetland setback variance for Lexus on Highway 61. The Code required a 100-foot wetland buffer. Lexus was required to provide an improved quality 25-foot-wide buffer in lieu of the poor quality existing 100-foot-wide buffer.

LARKIN, HOFFMAN, DALY & LINDGREN, LTD.

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On December 9, 1996, the City Council approved a 50-foot wetland setback variance for Maplewood Imports on Highway 61. The Code required an average of a 100-foot setback from the wetland edge with a minimum of 50 feet. The City Council allowed Maplewood Imports to build up to the wetland edge.

Finally, on December 9, 1996, the City Council approved a 60-foot wetland setback variance for Frank Wienicki of General Sprinkler. The Code required a 100-foot wetland setback. Mr. Wienicki proposed to build on the south side of County Road D east of Highway 61.

If you have any questions concerning this letter-memorandum or the Pep Boys application generally, please feel free to give me a call.

Sincerely,



Linda H. Fisher, for
LARKIN, HOFFMAN, DALY & LINDGREN, Ltd.

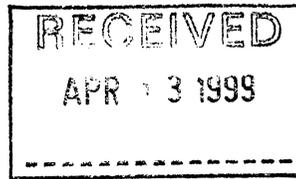
cc: Nick Aspras, Pep Boys
Tom Ryckman, Casco Corporation
Jennifer Posma, Hansen Thorp Pellinen Olson

0472413.01

Ramsey-Washington Metro



District



1902 East County Road B
Maplewood, MN 55109
(651) 704-2089
fax (651) 704-2092
e-mail: rwmwd@mtn.org

Linda Fisher, Esq.
Larkin, Hoffman, Daly, & Lindgren, Ltd.
7900 Xerxes Avenue, Suite 1500
Norwest Financial Center
Bloomington, MN 55431

RE: Permit #99-09, Pep Boys Automotive Center

Dear Ms. Fisher:

At your request, I am sending this letter to state the Watershed District's position on the Pep Boys wetland setback variance request to the City of Maplewood.

The Watershed District reviews and offers technical advice to the City of Maplewood for its wetland ordinance, including the wetland setback ordinance. In reviewing the Pep Boys plan, the District came to the conclusion that a variance should be supported for the following reasons:

1. The existing buffer to the wetland was highly degraded due to storage of landscape material, paved surfaces, exposed soil, etc. The Pep Boys proposal would not destroy any valuable habitat or reduce any other functions and values of the wetland.
2. The construction of the stormwater basin within the buffer, as we discussed, is not considered by the Watershed District to be an impact to the buffer. The purpose of the stormwater basin is to treat runoff from the adjacent parking area prior to its discharge to the wetland. This is also one of the functions of the wetland buffer, so the Watershed District does not consider stormwater basins as a wetland buffer impact.

I should point out that a very critical component of the District's acceptance of this variance setback was the applicant's agreement to leave undeveloped the upland peninsula into the wetland. This is located at the very southeast corner of the site, which is an area of high-value upland habitat adjacent to the wetland. In the District's opinion, we did not want to see this area impacted.

The Watershed District did approve the Pep Boys permit application with only two special provisions relating to stormwater management. Please contact me at 651-704-2089 if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Patrick Conrad (clp)".

Patrick Conrad
Senior District Technician

c: Tom Ekstrand, City of Maplewood
Chris Cavett, City of Maplewood
Brad Lindaman, Barr Engineering

VARIANCE RESOLUTION

WHEREAS, Pep Boys Automotive Center applied for a variance from the zoning ordinance.

WHEREAS, this variance applies to property south of 2570 White Bear Avenue. The legal description is:

Parcel A: That part of the South 4 acres of the Southwest Quarter of the Northeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, which lies Easterly of the centerline of White Bear Avenue and Southerly of the North 216.00 feet, according to the U.S. Government Survey thereof, Ramsey County, Minnesota.

Parcel B: That part of the Northwest Quarter of the Southeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, lying Easterly of the centerline of White Bear Avenue, except the South 495 feet thereof, according to the U.S. Government Survey thereof, Ramsey County, Minnesota.

Parcel C: The North 150 feet of the South 495 feet of the Northwest Quarter of the Southeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, lying Easterly of the centerline of White Bear Avenue except that part of the above described premises formerly known as and described as Lot 24, Block 1, Florence Park, now vacated, according to the U.S. Government Survey thereof, Ramsey County, Minnesota.

WHEREAS, Section 36-196(h)(3) of the wetland protection ordinance requires a 100-foot-wide wetland buffer.

WHEREAS, the applicant is proposing a wetland buffer ranging from 44.5 to 86 feet.

WHEREAS, this requires a variance of 55.5 feet.

WHEREAS, the history of this variance is as follows:

1. On April 19, 1999, the planning commission recommended that the city council approve this variance.
2. The city council held a public hearing on _____, 1999. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing an opportunity 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 variance as recommended by the city staff that would allow no more than a 55.5-foot encroachment into the normally-required 100-foot wetland-protection buffer for the following reasons:

1. Strict enforcement of the code would cause undue hardship because of circumstances unique to the property and not created by the property owner. The 100-foot-wide wetland buffer requirement would make development of this site difficult. The difficulty was created by the new ordinance.

2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would improve the quality of the wetland buffer substantially over its present state.
3. The Ramsey-Washington Metro Watershed District has accepted the applicant's grading and drainage plan and the wetland-buffer encroachment.
4. The city council approved a similar variance for National Tire and Battery for the lot to the north in 1997.

Approval is subject to the applicant dedicating a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer. The applicant shall record the deed for this easement before the city will issue a building permit. The wetland-buffer easement shall cover all of the site east of the parking lot curbing.

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

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Pep Boys Automotive Centers applied for a conditional use permit for a motor vehicle maintenance garage for the new Pep Boys automotive-service center:

WHEREAS, this permit applies to property on the east side of White Bear Avenue south of 2570 White Bear Avenue. The legal description is:

Parcel A: That part of the South 4 acres of the Southwest Quarter of the Northeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, which lies Easterly of the centerline of White Bear Avenue and Southerly of the North 216.00 feet, according to the U.S. Government Survey thereof, Ramsey County, Minnesota.

Parcel B: That part of the Northwest Quarter of the Southeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, lying Easterly of the centerline of White Bear Avenue, except the South 495 feet thereof, according to the U.S. Government Survey thereof, Ramsey County, Minnesota.

Parcel C: The North 150 feet of the South 495 feet of the Northwest Quarter of the Southeast Quarter of the Northwest Quarter of Section 11, Township 29, Range 22, lying Easterly of the centerline of White Bear Avenue except that part of the above described premises formerly known as and described as Lot 24, Block 1, Florence Park, now vacated, according to the U.S. Government Survey thereof, Ramsey County, Minnesota.

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

1. On April 19, 1999, the planning commission recommended that the city council approve this permit.
2. On _____, 1999 the city council held a public hearing. The 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 of the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described conditional use permit based on the building and site plans. The city approves this 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.

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. There shall not be any outdoor storage of materials or discarded tires, parts or refuse. There shall not be any over-night outdoor storage of vehicles.
5. The applicant shall submit a landscape plan to staff for approval of the plantings in the wetland buffer area.

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

MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
APRIL 19, 1999

V. NEW BUSINESS

A. Pep Boys Store (White Bear Avenue): Wetland Setback Variance and Conditional Use Permit

Ken Roberts, associate planner, presented the staff report. Commissioner Ledvina thought it was more accurate to say that Pep Boys was requesting a 60.5 foot wetland buffer variance because grass cutting, snow storage, etc. would be occurring on the five feet east of the rear line of the parking lot curbing. This activity is prohibited in a buffer area. Mr. Ledvina wanted to "make sure that what we call the buffer is really going to be the buffer." He also noted conflict in the report submitted by the applicant in regard to the capacity of the stormwater pond. In one instance the report mentioned a ten-year design and then it referred to treating runoff from a one-year storm.

Ken Haider, city engineer, wasn't sure if this was intended to be a technical report. He said the facts, as he understood them, were that this was a water-quality basin with a wet bottom that stores a one-year storm entirely within the pond without outlet. Mr. Haider said this is the criteria that both the City of Maplewood and the Ramsey-Washington Watershed Board use for a water-quality measure. He said the ten-year storm is how high the water can get without overflowing an emergency overflow. Mr. Haider said the one-year storm event is very critical because if all storms less than a one-year storm are treated, then the vast majority of runoff from the site (approximately 80 to 90 percent of the volume of water that will annually discharge from that site) is being treated.

Commissioner Thompson pointed out that handicap parking was "conspicuously absent from the latest memorandum." Mr. Roberts replied that handicap parking is correctly shown directly in front of the store on the plans so there would be no need to mention them. Chairperson Fischer gave an example of a different instance and emphasized that just because something is approved on a plan doesn't mean that it will stay where the plan shows. Commissioner Thompson noted that the neighboring tire and battery store has a parking lot that is underutilized. He suggested an option for fewer parking spaces at this site with a plan for additional spaces if need. Mr. Roberts agreed and thought it could be a condition for approval. Commissioner Frost said Pep Boys are providing more spaces than required by Maplewood.

Commissioner Ledvina wondered how the area in the southeast quadrant of the site that is outside the 100-foot buffer compared with the buffer area that is being lost as part of this variance. Mr. Roberts answered that these areas were very similar in total square feet.

Mr. Haider said that although the actual acreage might be similar, the quality of the land from a wetland perspective in the middle was much higher than the disturbed buffer on the west side.

Linda Fisher of Larkin, Hoffman, Daly & Lindgren, Ltd. was present representing the applicant. Nick Aspras, a principal of Pep Boys, and Jennifer Posma, a civil engineer with Hansen Thorp Pellinen Olson, were also at the meeting. Ms. Fisher gave a brief overview of Pep Boys, a nationwide company that has been in business over 75 years. She said they expect to have thirty to forty employees at the store. According to Ms. Fisher, Pep Boys will do only minor automotive repair will be done and will not have overnight, outdoor storage of vehicles.

Ms. Fisher showed color elevations of the site and described the proposed building. She said that changes suggested by staff have been incorporated in the design of the building. Ms. Fisher also showed a colored version of the site and landscape plan that was included in the report. She said the applicant felt the staff report was accurate in measuring the variance because native planting that does not need to be mowed will be used. Ms. Fisher said there would not be snow storage in

this area and the area would remain natural. She said they were able to increase the south buffer by about five feet and would plant a number of additional trees.

Nick Aspras explained that some of the spaces in the southeast corner were placed there because they would be convenient to the front door as opposed to the rear spaces. He explained that the bump out with a canopy in the northeast corner of the building is a scissor lift which eliminates the need for a dock.

Jennifer Posma said the trash enclosure was moved so that runoff from the site would not flow to the enclosure. This move also provided easier truck access to the dock. Ms. Posma said the enclosure is on a concrete slab that would drain to the west and be routed into a catch basin.

Commissioner Frost moved the Planning Commission recommended :

A. Adoption of the resolution which approves up to a 55.5-foot wetland buffer variance for the proposed Pep Boys Automotive Center south of 2570 White Bear Avenue. Approval is based on the following findings:

1. Strict enforcement of the code would cause undue hardship because of circumstances unique to the property and not created by the property owner. The 100-foot-wide wetland buffer requirement would make development of this site difficult. The difficulty was created by the new ordinance.
2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would improve the quality of the wetland buffer substantially over its present state.
3. The Ramsey-Washington Metro Watershed District has accepted the applicant's grading and drainage plan and the wetland-buffer encroachment.
4. The city council approved a similar variance for National Tire and Battery for the lot to the north in 1997.

Approval is subject to the applicant dedicating a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer. The applicant shall record the deed for this easement before the city will issue a building permit. The wetland-buffer easement shall cover all of the site east of the parking lot curbing.

B. Adopt the resolution on pages 24 and 25. This resolution approves a conditional use permit for a maintenance garage at the proposed Pep Boys Automotive Center south of 2570 White Bear Avenue. Approval is based on the findings required by the code and subject to:

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. There shall not be any outdoor storage of materials or discarded tires, parts or refuse. There shall not be any over-night outdoor storage of vehicles.

Commissioner Pearson seconded.

Commissioner Ledvina asked if the wetland buffer area requested in the variance should be increased to 60.5 feet to make it consistent with the last paragraph of Item A. in the recommendation. Commissioner Frost said, based on what the applicant stated about restoring this additional five feet to native vegetation and not using it for snow storage, he thought that met the intent of the buffer requirement. Mr. Ledvina then questioned if it should say the "line east of the rear line of the parking lot curbing." Mr. Frost replied that the applicant is not required to dedicate an easement for all buffers. Chairperson Fischer felt that the one case referred to the actual buffer and the other to the easement. Mr. Ledvina was agreeable to this.

Commissioner Ledvina said the proposal indicated that the restoration should include natural plantings in this buffer area. He thought it would be appropriate for the applicant to develop a specific plan for restoration and revegetation of the wetland buffer that would be subject to staff approval.

Commissioner Ledvina made a friendly amendment to add the following to Recommendation B.:

5. The applicant shall develop a specific plan for restoration and revegetation of the wetland buffer subject to staff approval.

Commissioner Frost accepted the amendment.

Commissioner Ledvina proposed to amend Recommendation B. 4. as follows:

4. There shall not be any outdoor storage of materials or discarded tires, parts or refuse. There shall also be no overnight, outdoor storage of vehicles.

Commissioner Frost accepted this amendment.

Ayes—Fischer, Pearson, Frost, Thompson,
Mueller
Nays—Ledvina

The motion passed.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
APRIL 27, 1999**

VI. DESIGN REVIEW

A. Pep Boys Automotive Center—South of 2570 White Bear Avenue

Secretary Tom Ekstrand presented the staff report. He said a revised plan was brought to the Maplewood Planning Commission meeting on April 19 that showed the site shifted northerly five feet. Mr. Ekstrand had not received a copy of this revised site plan. However, this alteration has been addressed by a condition in the report.

Jennifer Posma of Hansen Thorp Pellinen and Olson said the applicant was in agreement with all of the staff recommendations and the additional conditions required by the planning commission. She brought a revised plan that showed the entire paving and building shifted north on the site by five feet to provide a larger green space area between the pavement and the professional building to the south. They were able to do this by reducing the green space on the northerly portion of the lot. Ms. Posma said additional tree screening was added on the south between Pep Boys and the professional building. She also said the retaining wall has been shortened slightly.

Ms. Posma noted another minor alteration was to move two stalls previously shown in the overflow bump-out area and the tire and trash enclosure to allow better drainage. This will also provide better circulation for any trucks servicing the trash and tire enclosure. She said this will be screened with white cedar. Mr. Ekstrand pointed out that the shift to the north was done at staff's request because the neighboring property owner to the south asked for a little more buffering between the two sites.

Boardmember Johnson asked if the trees selected by the applicant were within the city's guidelines. Mr. Ekstrand said the species were fine but he did not know about the size. Chairperson Ledvina inquired about the curb cut on the north portion of the property which is not symmetrical with the existing cut at National Tire and Battery. Ms. Posma said this cut was designed to allow adequate turning radius for trucks entering the site. The board and staff discussed how vehicles would have southbound access to White Bear Avenue. It was determined that the only way to make a right turn would be through the NTB site.

Thomas Ryckman of Casco Corporation in St. Louis, the architects/engineers for the project, was present. Mr. Ryckman showed a colored elevation that depicted what the building would look like. He said they were blending the building materials from the two adjacent sites. Materials used on the exterior will be a combination of brick, EIFS and split-face concrete masonry (CMU). The building will basically be earthtone with various "Pep Boy" red accents. Mr. Ryckman described the construction of the scissor-lift dock area and felt there was sufficient clearance for semi-trucks. Mr. Ryckman said there would be standard roof vents, four rooftop units and a small satellite dish on the roof. The signage will be illuminated.

Chairperson Ledvina had a question about the red banding on the east side of the building. Mr. Ryckman said this is actually gutter and downspouts that are painted "fire-engine" red. Mr. Ledvina asked if there would be an objection to eliminating this red on the backside of the building. Mr. Ryckman did not object to changing the gutters and downspouts to an earthtone

to match the building. He also said that Pep Boys uses a shoebox light fixture which shines directly down to keep the lighting on the site.

Boardmember Johnson moved the Community Design Review Board:

C. Approve the plans, date-stamped March 5, 1999, for proposed Pep Boys Automotive Center south of 2570 White Bear Avenue, based on the findings required by the code. Approval is subject to 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 applicant shall:
 - a. Dedicate a wetland-buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer, except for required landscaping and seeding. The applicant shall record the deed for this easement before the city will issue a building permit. The wetland-buffer easement shall cover all of the Pep Boys property east of the parking lot curbing.
 - b. Revise the site plan by widening the southerly landscaped strip by five feet. This five-foot widening is derived from narrowing the northerly green area by five feet.
 - c. Submit grading, drainage, utility and erosion control plans to the city engineer for approval.
 - d. Revise the rear building elevations to provide rock-face concrete block, instead of flat concrete block, painted to match the color and detailing on the front and sides of the building.
 - e. Combine the three lots and two vacated street rights-of-way that comprise this site into one legally-described parcel.
 - f. Dedicate and record cross easements for access between Pep Boys and National Tire and Battery if this easement has not yet been established.
3. The applicant shall complete the following before occupying the building:
 - a. Install a reflectorized stop sign at the southerly exit and a handicap-parking sign for each handicap parking space.
 - b. Post a "no left turn" sign at the southerly curb cut.
 - c. Provide continuous concrete curb and gutter all around the parking lot and driveways.
 - d. Paint the rooftop mechanical equipment to match the building color if the units are visible. (code requirement)

- e. Construct the trash dumpster enclosure using the same materials and color as the building. This enclosure shall have a 100 percent opaque gate.
 - f. Install an in-ground lawn irrigation system for all landscaped areas except for the planted areas by the wetland behind the building. (code requirement)
 - g. Install signs at the edge of the wetland-protection buffer which prohibit any building, mowing, cutting, filling or dumping within the buffer.
 - h. Provide site-security lighting as required by the code. The light source, including the lens covering the bulb, shall be concealed so not to cause any nuisance to drivers or neighbors.
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 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 if the building is occupied in the spring or summer.
 5. This approval does not include the signs. Signage will be reviewed by staff through the sign permit process.
 6. All work shall follow the approved plans. The director of community development may approve minor changes.

Boardmember Robinson seconded.

Chairperson Ledvina added a friendly amendment that neutral colors be used for the east elevation trim, in place of the red, as well as downspouts and canopy.

Boardmember Robinson seconded the amendment.

Ayes—all

The motion passed.

MEMORANDUM

TO: Michael A. McGuire, City Manager
FROM: Bruce K. Anderson, Director of Parks and Recreation
DATE: May 3, 1999 for the May 10, 1999 City Council Meeting
SUBJECT: Roof Replacement

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

The 1999 Capital Improvement budget has \$40,000 budgeted for the replacement of the park maintenance building roof. The park maintenance building was purchased from Fulk Manufacturing in 1993. The building was constructed in spring of 1984 and is 15 years old. It has the original roof which is currently leaking in numerous locations.

BACKGROUND

The 1999 Capital Improvement budget has \$40,000 budgeted for a complete roof replacement. Formal bids were received and opened on Thursday, April 29.

One bid was received from SELA Roofing and Remodeling Inc. The roof replacement cost including a 10-year guarantee and workmanship and materials is \$41,900. Staff hired an independent firm in 1995 to do a roof analysis and a full roof replacement was estimated at \$45,000.

RECOMMENDATION

Staff recommends that the City Council award the bid to SELA Roofing and Remodeling Inc. In the amount of \$41,900 with the monies to be funded from the Capital Improvement fund.

Phone (612) 623-1982
Fax (612) 331-4019



★ State of Minnesota
License ID #0001050
★ Bonded
★ Insured

122 S.E. 8th Street • Minneapolis, MN 55414

| | | |
|--|---------------------------|------------------------------------|
| PROPOSAL SUBMITTED TO City of Maplewood | PHONE 651-779-3560 | DATE 4/29/99 |
| STREET 1902 E. County Road B | | JOB LOCATION Maintenance Garage |
| CITY Maplewood | | |
| STATE / ZIP MN, 55109 | | |
| ESTIMATOR Walt Thomas | ATTN. Paul Schilingman | JOB PHONE |

We Propose hereby to furnish material and labor—complete in accordance with specifications below, for the sum of:

FORTY ONE THOUSAND NINE HUNDRED dollars (\$ **41,900.⁰⁰**)

PAYMENT TO BE MADE: Upon Start \$ _____ - Balance less than 10% to be Paid in upon Substantial Completion \$ _____
(After roof has been graveled).
Remaining balance upon final inspection and acceptance.

Authorized Signature
Note: This Proposal may be withdrawn by us if not accepted within 30 days.

All material is guaranteed to be as specified. All WORK to be completed in a workmanlike manner according to standard practices. Specified work and quoted price subject to change upon discovery of hidden defects. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Products and materials may be substituted for equivalent products due to availability.

Walt Thomas
Signature

4/29/99
Date

We hereby submit specifications and estimates for: _____ Page No. _____ of _____ Pages

City of Maplewood Maintenance Garage

1. Remove existing sheet metal counter flashing and set aside for re-use.
2. Remove all loose gravel from the roof surface. Haul away all accumulated debris from the premises.
3. Owner will disconnect and reconnect all electric and gas supplies from all mechanical units.
4. Tear off the existing rubber roofing membrane down to roof insulation. Clean up and haul away all debris from the premises. Replace any wet or rotten insulation at a separate price of .68 cents per sq. ft. (if larger quantity of insulation needs replacement, price will be reduced per sq. ft.).
5. install one layer of 1/2" of wood fiber roof insulation, mechanically fasten thru the existing insulation to the metal deck, over entire specified area.
6. Install one layer of 1/2" wood fiber roof insulation over the entire specified roof area, mopping solid to bottom layer of wood fiber insulation.
7. Over insulation we will install 4 layers of Type IV fiberglass felt, running all felts up onto the base flashing. Each layer of felt will be mopped in solid with hot asphalt at a rate of no less than 25 lbs. per sq. ft.
8. Flash all walls, curbs, etc., with an additional layer of modified bitumen 160 mil flashing material, fasten and secure.
9. Install new pitch pans to replace existing pitch pans.
10. Install new galvanized sheet metal plumbing stacks of two-piece construction with lead tops.
11. Re-use existing center drain and re-flash properly to new roof system.
12. Flood coat the entire roof surface with a final layer of hot asphalt at a rate of 60 lbs. per 100 sq. ft. and embed washed roofing gravel in asphalt while still hot at a rate of 500 lbs. per 100 sq. ft.
13. Re-install existing metal flashing.
14. Remove all roofing equipment and materials from job site when completed. Clean up and haul away all debris from the premises.

AGENDA REPORT

TO: City Manager
FROM: Public Works Administrative Assistant 
SUBJECT: Stop Sign Requests
DATE: May 3, 1999

Action by Council:
Endorsed _____
Modified _____
Rejected _____
Date _____

In response to the neighborhood stop sign article published in the March 1999 Maplewood In Motion, the Public Works Department received petitions from four neighborhood groups who requested stop signs at six intersections.

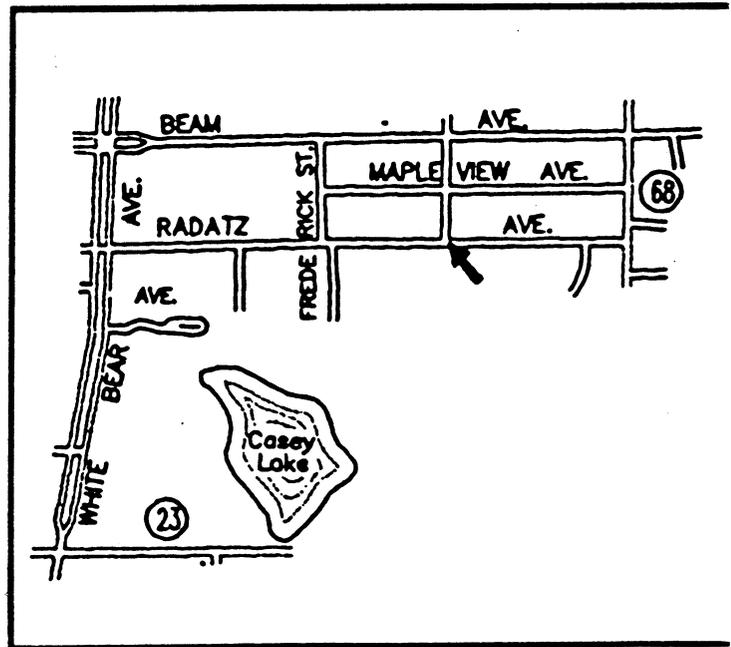
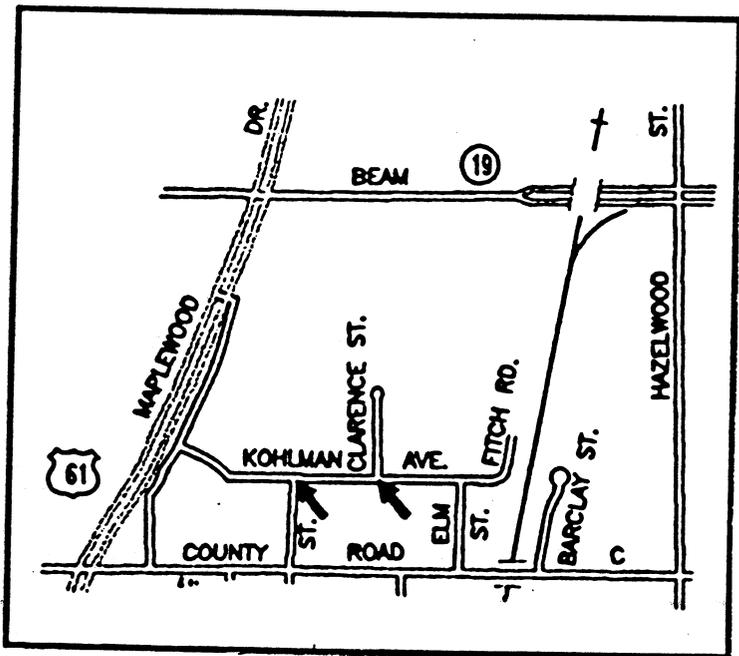
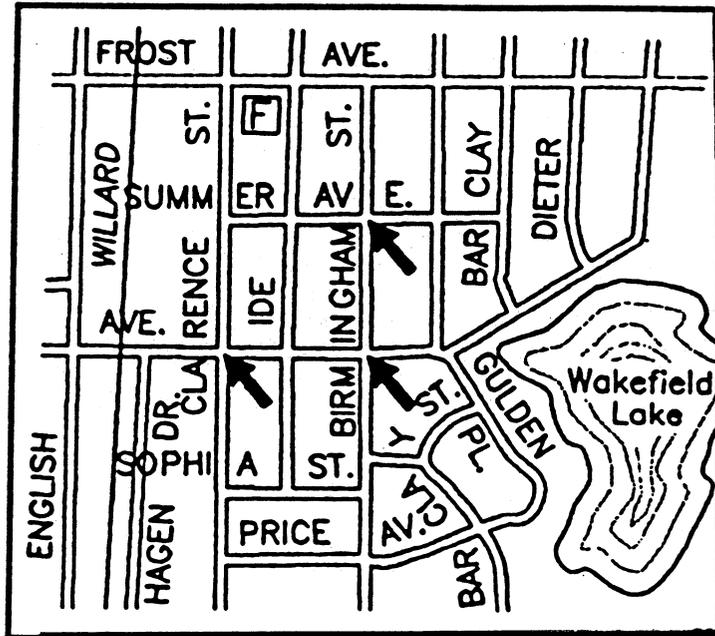
Three-way stop signs have been requested at the intersections of Kohlman Avenue and English Street, Kohlman Avenue and Clarence Street, and at Radatz Avenue and Furness Street. Four-way stop signs have been requested at the intersections of Ripley Avenue and Clarence Street, Ripley Avenue and Birmingham Street, and Summer Avenue and Birmingham Street. Location maps and four petitions with the required minimum of twelve property owner signatures are attached.

In most cases, petitioners feel that their residential streets are being used to avoid the adjacent through streets, which are controlled by stop signs. The uncontrolled residential streets have become speedways and short cuts. Without sidewalks in these typical Maplewood residential neighborhoods, walking or roller blading in the street has become hazardous.

In accordance with the stop sign policy, the issue of neighborhood stop signs is considered once a year during the month of May. Petitioners have been notified via mail and the May issue of Maplewood in Motion, that their stop sign request will be considered at the May 10, 1999 council meeting.

WJP

jt
Attachments



We, the undersigned, request the addition of stop signs for North Clarence Street at East Ripley Avenue, in the City of Maplewood. Thus, making a four-way stop for this intersection.

We feel the need is there and has been for some time; long before the English Street construction project presently in progress. With this being one of only a very few north-south streets that go from Frost Avenue directly through to Maryland Avenue, in St. Paul, the traffic has become very heavy and traveling much too fast. With the local shops on Frost Avenue, we also have a great deal of pedestrian and bicycle traffic. We have witnessed far too many near-accidents and feel this would be an answer for more controlled traffic from Frost to Larpenteur Avenues.

Carol Martenson

1801 N Clarence St

Bob Hartwig

1812 Clarence St

Bruce Hartwig

1813 Clarence St

R. Stenberg

1779 Clarence

Pat & Agnes Cucchiarillo

1763 Clarence

Jane & Waf 1785 Clarence St

Margaret A. Waf 1785 Clarence St.

Mrs Nardese 1370 RIPLEY AVE

Dorothy Olsen 1806 Clarence

Rob T. Burr 1817 Clarence

Sub Markt 1807 Clarence St

PETITION

We, the undersigned, are signing this petition in support of the installation of the following stop signs in our neighborhood: a three-way stop sign at the intersection of English Street and Kohlman Avenue; and a three-way stop sign at the intersection of Clarence Street and Kohlman Avenue.

Because there are no sidewalks in our neighborhood, there are many children in the streets at any given time to go to their friends houses, to rollerblade, to chase after a lost ball, etc. We support the installation of these stop signs as a way to make our streets safer for these children. We feel that these stop signs will slow down the drivers on our streets, and will help increase their awareness of the foot traffic on the street.

Signed:

| Name | Address | Phone |
|---------------------------|--------------------------|-----------------------------|
| <i>Barbara Steiner</i> | <i>1325 Kohlman Ave</i> | <i>490-1289</i> |
| <i>Donna Pinotti</i> | <i>2715 Clarence St</i> | <i>482-1891</i> |
| <i>Lou Abbott</i> | <i>2719 Clarence St</i> | <i>415-0677</i> |
| <i>John B. Horby</i> | <i>2744 Clarence St</i> | <i>484 0210</i> |
| <i>Ron Brzinski</i> | <i>1358 Kohlman Ave.</i> | <i>651-484-3231</i> |
| <i>Ed Dellow</i> | <i>1367 Kohlman Ave</i> | <i>651 482-9444</i> |
| <i>Bill Zurst</i> | <i>1376 Kohlman</i> | <i>484-9425</i> |
| <i>Paul [unclear]</i> | <i>1308 Kohlman Av</i> | <i>481-8248</i> |
| <i>Carey M. Bantock</i> | <i>1319 KOHLMAN AVE</i> | <i>2186-9616</i> |
| <i>Michael J. Heerde</i> | <i>1313 KOHLMAN AVE</i> | <i>651 484-804-4337</i> |
| <i>Arnell W. Anderson</i> | <i>1324 Kohlman Ave</i> | <i>651-484-4483</i> |
| <i>Debra Larson</i> | <i>1381 Kohlman Ave.</i> | <i>651-486-6445</i> |

Petition for Stop Signs

Page 2

| Name | Address | Phone |
|--------------------------------|---------------------------------------|----------------------|
| Debbie Hearden | 1313 Kohlman Av | 804-4337 |
| Robert M. Linsen Tami Dorle | 1381 Kohlman Ave 2725 Clarence St. | 486-6145 486-4997 |

3WAY

STOP SIGN FOR RADATZ + FURNESS
 Address NAME PHONE

| Address | NAME | PHONE |
|---------------|---|----------|
| 2197 Radatz ① | NEED 12 MARY HECLAIRE <i>Mary Heclaire</i> | 748-8133 |
| 2205 Radatz ② | Joyce + HERMAN PERDEW Joyce Perdeew / Herman Perdeew | 770-941 |
| 2211 Radatz ③ | Carol Houlston Carol De Houlston | 770-340 |
| 2200 RADATZ ④ | GARY WIERZBA <i>Gary Wierzba</i> | 770-6673 |
| 2220 Radatz ⑤ | Joan Furless | 779-8109 |
| 2245 RADATZ ⑥ | <i>Janet</i> | 779 4297 |
| 2191 RADATZ ⑦ | Jerome McClellan <i>Jerome M</i> | 777-922 |
| 2217 Radatz ⑧ | Katileen Johnson | 770-1046 |
| 2171 Radatz ⑨ | Marcy Sumec <i>Marcy Sumec</i> | 777-9107 |
| 2163 Radatz ⑩ | Barbara Welch <i>Barbara Welch</i> | 773-2708 |
| 2135 Radatz ⑪ | Richard M. Nelson <i>Richard M. Nelson</i> | 777-388 |

STOP SIGNS ON BIRMINGHAM STREET

PURPOSE: Safety to the residents on Birmingham Street.
We want to discourage use of Birmingham Street
as a through street. People are using Birmingham
instead of using English or Prosperity to go from
Frost to Larpenteur, or Larpenteur to Frost. People
are speeding. We want are street to be more
residential.

Stop sign on Birmingham and Summer ^{AND} ~~or~~ Birmingham and Ripley.

- SIGNATURES:
1. Donald Lence 1843 BIRMINGHAM
 2. Holly Jones 1839 Birmingham
 3. Garthie Donnelly 1856 Birmingham
 4. Key Holmberg 1856 BIRMINGHAM ST
 5. Kris Sattler 1855 Birmingham St.
 6. Vin Hunt 1840 Birmingham St.
 7. Gloria Lehak 1830 Birmingham St.
 8. Jack Schmitz 1830 Birmingham ST
 9. Breta Marten 1848 Birmingham
 10. Herbert J. Jones 1808 BIRMINGHAM
 11. Norma Mahlant 1776 Birmingham
 12. MW Wolf 1768 BIRMINGHAM
 13. Trisler Hartmann 1753 Birmingham
 14. Christie Juegarzug 1732 Birmingham St.
 15. Viola Pearce 1869 Birmingham St

Contact Person:

Holly Jones + Bob Jones
1839 Birmingham St
Maplewood MN 55109
770-6054

MEMORANDUM

TO: City Manager
 FROM: **Ken Roberts, Associate Planner**
 SUBJECT: Residential Parking Issues and Code Change
 DATE: April 6, 1999

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

Councilmember Koppen asked staff to provide a review of current ordinances and issues associated with the parking of vehicles in residential areas. Residents have voiced concerns about the lack of ordinances the city has to deal with vehicles parked on residential lots.

BACKGROUND

On October 12, 1998, the council reviewed several concerns and alternatives about off-street parking in residential areas. The council directed staff to prepare code changes about off-street parking in residential areas and then send the proposed changes to the planning commission for their input.

On February 1, 1999, the planning commission considered an ordinance amendment about parking in residential areas. This change would make the parking of vehicles on dirt, grass or landscaped areas a nuisance and would prohibit the parking of vehicles in front yards except on a hard surface driveway. After much discussion, the commission tabled action on the proposed ordinance amendment and asked staff to get more information and copies of residential parking ordinances from other cities.

On February 17, 1999, the planning commission again reviewed this matter. The commission again tabled action on this and asked staff to get more copies of ordinances from other cities.

On March 15, 1999, the planning commission again discussed and reviewed this issue. At this meeting, the commission reached a consensus about the major issues and concerns that they want an ordinance to try regulate. (See the list below in the discussion part of this report.)

DISCUSSION

The current ordinances address junk vehicles, abandoned vehicles and parking in residential areas in the following manner:

Definitions

Junk vehicles

The ordinance defines junk vehicles in Section 19-28 (Nuisances) as "a motor vehicle, any trailer, marine craft, snowmobile, mobile home, pick-up camper top, and partially dismantled, which is used for sale of parts or as a source of repair or replacement parts for other vehicles, or which is kept for scrapping, dismantling, or salvage of any kind. A junk vehicle shall also be considered an abandoned vehicle for the purpose of this article."

Inoperable Condition

Section 19-28 of the code defines inoperable condition as to mean "that the vehicle has no substantial potential use consistent with its usual function, and shall include a vehicle that:

1. Has a missing or defective part that is necessary for the normal operation of the vehicle;
2. Is stored on blocks, jacks or other supports; or
3. Does not have a current vehicle license."

Abandoned vehicles

Generally, the city code defines abandoned vehicles as those that are:

1. On public property in violation of either city ordinances or Minnesota Statutes;
2. On private property without the consent of the person in control of the property;
3. Disabled;
4. Not secure from entry;
5. Without license plates conspicuously displayed thereon; or
6. With license plates which have an expiration date more than 90 days prior to the date of inspection.

The ordinance allows certain exemptions with respect to abandoned vehicles, two of which sometimes cause concern for neighbors. Vehicles that meet the following criteria are not considered to be abandoned:

1. A vehicle screened from view of adjacent residences by landscaping or fencing or kept in an enclosed garage or storage building; and
2. A vehicle which is registered to the owner or occupant of the property and which is being kept for no longer than 30 days in a disabled condition and is kept secure from entry, and provided that only one disabled vehicle may be kept on the property at any given time.

Current Remedies

Junk Vehicles

The community development department receives many calls per year about junk or inoperable vehicles. The current nuisance ordinance (Chapter 19 of the city code) gives city staff the authority to order the removal or clean up of any nuisance causing activity. As an example, if the city determines that there is a junk or inoperable vehicle on a property, city staff will send the property owner a notice to remove the vehicle from the property. This notice usually gives the owner 14 days to remove the vehicle.

Parking in yards

Parking in yards (off driveways) in residential areas is more difficult for staff to regulate. The current code does not address the parking of vehicles on residential lots except for the junk or abandoned vehicles as discussed above. The code also is silent on the number of vehicles that property owners may park on their lots. That is, one may now park vehicles anywhere on their property (including the yard) and the city cannot stop it. This issue seems to be one that concerns the public the most. The primary complaint we receive and can do nothing about are cars and recreational vehicles parked in front or side yards instead of on driveways or in garages.

POSSIBLE SOLUTIONS

For junk or abandoned vehicles, the current city code is adequate and staff does not recommend any changes.

The issue of parking vehicles in yards instead of on driveways is more difficult to regulate. There is a fine line between individual property rights and visual blight. Many communities have struggled with this issue. There is obviously no right or wrong solution. If the city council wants to change these ordinances, they must proceed carefully.

There are three possible approaches:

1. Limit the parking of vehicles, trailers, recreational vehicles, etc. to hard-surface driveways, to inside buildings and/or to the side and rear yard areas. We may wish to consider screening requirements if the owner stores the vehicle or trailer in the side or rear yard.
2. Require every motor vehicle or trailer that is parked outside of the garage or building to display license plates with current registration tabs.
3. Restrict the number of vehicles that may be parked on the side or rear yard of properties to two (2) and require that the vehicles be kept at least five feet from rear and side yard property lines. Staff could allow temporary permits for additional short term parking (30 days or less) or the city could require a conditional use permit for longer term storage needs.

These approaches are relatively similar to the surrounding communities. City staff did a survey of several surrounding communities in July 1998. (Please see the survey results on page five.) I received copies of residential parking ordinances from Lino Lakes, Oakdale, Saint Louis Park, Woodbury and White Bear Lake. These cities have standards in their codes about parking places, parking location and materials, setbacks, numbers of vehicles and the storage of recreational vehicles in residential areas.

Planning Commission Interests

At their March 15, 1999 meeting, the planning commission created a list of issues and priorities that they want the city to cover or address in a new residential parking ordinance. The commission said that such an ordinance should include:

1. A statement of purpose and a goal section.
2. Language requiring owners to have improved and designated parking areas in front yards. This is to prevent parking on grass or on landscape areas that then become unsightly and difficult to maintain.
3. Setting a limit or a maximum amount of driveway or hard-surface area for a front yard. This could be up to 30 percent or whatever the city decides is a reasonable limit.

4. Setting limits for the parking and the storage of larger recreational vehicles (RV's) as are done in the Saint Louis Park ordinance.
5. Having a setback from a right-of-way for vehicle parking, especially for RV's.
6. Language allowing the city to approve a conditional use permit giving special parking approval in hardship situations or in unique circumstances where the ordinance does not fit or work for the property owner.
7. Requirements for owners to screen from the neighbors, vehicles and RV's parked in side and rear yards.
8. Setbacks from the side and rear property lines for parking areas and for vehicles.

PLANNING COMMISSION ACTION

On April 5, 1999, the planning commission reviewed their list of interests for a residential parking ordinance. The commission reaffirmed the issues and priorities in the above list and asked staff to send the information to the council city for more direction in writing a new ordinance.

RECOMMENDATION

Review the attached ordinances and the list above and provide staff with more direction for what to include in an ordinance regulating parking in residential areas.

p\ord\parking.99

Attachments:

1. July 1998 Off-Street Parking Survey
2. Lino Lakes City Code
3. Oakdale City Code
4. Saint Louis Park City Code
5. White Bear Lake City Code
6. Woodbury City Code

Off-Street Parking Survey Results July, 1998

Cottage Grove: Vehicles must be licensed and parked on an improved, dust free surface. Parking is allowed in the backyard as long as the vehicle is inoperable and screened from the public.

Newport: All vehicles parked in the front yard shall be on concrete, blacktop, or similar durable hard surface free of dust. Residents may park in the backyard as long as not more than 25% of yard is utilized for parking (including driveway).

North St. Paul: Licensed vehicles may park off-street in residential front yards as long as not more than half of front yard is covered. Residents may also fill up to half of backyard as well.

Oakdale: Vehicles having a lawful capacity of nine (9) passengers or less and licensed must be parked on an improved, dust free surface. Residents allowed to park one recreational vehicle per lot as long as it is behind front setback line. If parked in backyard, it must be five (5) feet from any property line.

Shoreview: Vehicles must be licensed and parked on a suitable driveway constructed of an impervious surface. Vehicles are not allowed to be parked in the backyard.

Stillwater: All off-street parking shall be surfaced with a minimum of five inches of concrete, or one and a half inches of asphalt overlying four inches of base rock. Parking is not allowed in backyard.

White Bear Lake: Vehicles must be licensed and parked on a suitable driveway constructed of concrete or blacktop. No parking is allowed in the backyard.

Woodbury: Vehicles must be licensed and parked on a suitable driveway constructed of concrete or blacktop. Vehicles are not allowed to park in the backyard.



City of Lino Lakes - ZONING ORDINANCE

Q. **Electrical Emission.** All activities which create electrical emissions shall comply with the minimum requirements of the Federal Communications Commission.

R. **Exterior Storage.**

1. Rural and Residential Zoning Districts.



a. Exceptions. All personal property in a residential zone and/or on properties ten (10) acres in size or less shall be stored within a building or fully screened so as not to be visible from adjoining properties and public streets, except for the following:

- 1) Laundry drying.
- 2) Non-vehicular recreational equipment.
- 3) Home heating fuel tanks.
- 4) Stacked firewood.
- 5) Construction and landscaping materials or equipment currently (within a period of twelve (12) months) being used on the premises.
- 6) Agricultural equipment and materials, if these are used or intended for use on the premises.
- 7) Off-street parking of licensed passenger automobiles and pick up trucks in designated driveway or parking area, surfaced in compliance with Section ~~5~~³, Subd. 5.C.8 of this Ordinance.



b. Recreational and Utility Vehicle and Trailer Storage. Recreational vehicles, as defined by Section 3, Subd. 2 of this Ordinance may be parked or stored on a residential site provided that:

- (1) The vehicles are registered to or rented by a resident of the dwelling on such site, provided that:
- (2) The vehicles have affixed thereto current registration or license plates as required by law.
- (3) The vehicles are stored no closer than five (5) feet from side and rear lot lines.



City of Lino Lakes - ZONING ORDINANCE

* (4) The vehicles located within front yard areas are confined to designated driveways or parking areas surfaced in compliance with Section 5, Subd. ~~4(3)~~ of this ordinance.

* (5) All front yard storage comply with the following setbacks from street curb and pavement lines: SC 81

| <u>Street Classification</u> | <u>Minimum setback from curb/pavement line</u> |
|------------------------------|--|
| Major Arterial | 30 feet |
| Minor Arterial | 30 feet |
| Collector | 20 feet |
| Local | 15 feet |

(6) No vehicle shall be parked in a manner that blocks a city or county park or trail.

(7) The vehicles are not connected to any water or sewage disposal system on the residential property where the same is so parked or stored.

2. Commercial, Industrial and Public/Semi-Public Zoning Districts.

a. Exterior Storage. Exterior storage shall be governed by the respective zoning district in which such use is located.

b. Exceptions. All exterior storage shall be screened so as not to be visible from adjoining properties and public streets except for the following:

1) Merchandise being displayed for sale in accordance with zoning district requirements.

2) Materials and equipment currently being used for construction on the premises.

c. Parking of Commercial Vehicles. Up to three (3) commercial vehicles such as delivery and service trucks up to eleven thousand seventy-five (11,075) pounds of gross weight rating may be parked without screening if such vehicles relate to the principal use. Construction equipment, trailers, and vehicles over eleven



- (f) **Side and Rear Setbacks.** Subject to regulations contained in the Building Code and other applicable regulations, buildings may be excluded from side and rear setback requirements provided party walls are used and if the adjacent buildings are constructed as an integral unit. Such uses must have been allowed by this Zoning Code as Permitted or Special Uses.

Sec. 25-161 Off-Street Parking Requirements.

(a) General Provisions:

- (1) **Floor Area.** The term "floor area" for the purpose of calculating the number of off-street parking spaces required shall be determined on the basis of the exterior floor area dimensions of the buildings, structure or use times the number of floors minus 10%.
- (2) **Non-Conforming Structure.** Should a non-conforming structure or use be damaged or destroyed (defined as fifty (50) percent or more of the structure being damaged) by fire, it may be re-established if elsewhere permitted in these zoning regulations, except that in doing so, any off-street parking or loading space which existed before, shall be retained and expanded as necessary to comply with the standards herein.
- (3) **Change of Use or Occupancy of Buildings.** Any change of use or occupancy of any building or buildings, including additions thereto requiring more parking, shall not be permitted until there is furnished such additional parking space as required by these zoning regulations.
- * (4) **Parking Accessory to a Residential Use.** Off-Street parking on land within a residential district shall be utilized only for the following items:
 - A) currently licensed and operable passenger vehicles having a lawful capacity of nine (9) passengers or less;
 - B) for the parking of one (1) commercial usage vehicle per dwelling unit, provided that it is parked in a garage or other lawfully constructed building;
 - C) for the parking of one (1) public utility vehicle registered to a company that provides emergency repair services and is used by the occupant of the residence.
 - * D) **RECREATIONAL VEHICLES**
 - 1) You are allowed to park one (1) currently licensed and operable recreational vehicle on your lot in a residential district.
 - 2) All recreational vehicles are to be parked behind their district's front setback line.

- 3) Recreational vehicles are allowed to be parked in your side and rear yard five (5) feet from any property line. On corner lots, both yards abutting a street shall be considered a front yard.
- 4) Recreational vehicles are allowed in front of their district's front setback line for a period of forty-eight (48) hours for the purpose of loading and unloading.

EXCEPTIONS:

- A) For the parking of personal watercraft, trailers, campers and camping buses from May 1 to Nov.1.
- B) For the parking of snowmobiles from Nov.1 to the following April 30.
- C) Above "exceptions" are to be parked a minimum fifteen (15) feet from the back of the curb or roadway.

* (5) Parking in residential areas shall be limited to driveways only, except as provided in other articles of City Ordinance.

(b) Stall, Aisle, and Driveway Design:

(1) **Parking Dimensions.** The following shall be the minimum parking space dimensions:

| ANGLE | WIDTH | LENGTH | AISLE WIDTH |
|------------|-------|--------|-------------|
| 90 degrees | 9' | 18' | 25' |
| 60 degrees | 9' | 18' | 19' |
| 45 degrees | 9' | 18' | 13' |
| Parallel | 8' | 22' | . |

(2) **Within Structures.** The off-street parking requirements may be furnished by providing spaces so designated within the principal building or structure attached thereto; however, unless provisions are made, no building permit shall be used to convert said parking structure into a dwelling unit or living area or other activity until adequate provisions are made to comply with the required off-street parking ordinances of this Ordinance.

(3) **Circulation Between Bays.** Except in the case of single, two-family, townhouse, triplex and quadraminium dwellings, parking areas shall be designed so that circulation between parking bays or aisles occur within the designated parking lot and does not depend upon a public street or alley. Except in the case of single,

two-family, townhouse, triplex and quadraminium dwellings, parking area design which requires backing into the public street is prohibited.

- (4) **Preserving Off-Site Parking.** When required accessory off-street parking facilities are provided elsewhere than on the lot in which the same ownership or control, either by deed or long-term lease, as the property occupied by such principal use, the owner of the principal use shall file a recordable document with the City requiring the owner and his or her heirs and assigns to maintain the required number of off-street spaces during the existence of said principal use.
- (5) **Driveways Required.** All off-street parking spaces shall have access from driveways and not directly from the public street.
- (6) **Distance from Intersection.** No curb cut access shall be located less than forty (40) feet from the intersection of two (2) or more street rights-of-way. This distance shall be measured from the intersection of lot lines.
- (7) **Curb Cut Width.** No curb cut access shall exceed 24 feet in width at the gutter elevation unless approved by the City Engineer.
- (8) **Distance Between Curb Cuts.** Driveway access curb opening on a public street except for single, two-family, and townhouse buildings shall not be located less than forty (40) feet from one another.
- (9) **Number of Curb Cuts.** Each property shall be allowed one curb cut access for each 100 feet of street frontage. All property shall be entitled to at least one curb cut. Single family uses shall be limited to one curb cut access per property. These conditions shall apply unless otherwise granted approval by the City Council.
- (10) **Grade.** The grade elevation of any parking area shall not exceed five (5) percent.
- * (11) **Surfacing.** All driveways to be utilized for parking, shall be surfaced with bituminous, concrete, or brick. Additional off-street parking areas to be surfaced with bituminous, concrete, brick, Class V, or other materials as approved by the City. Plans for surfacing and drainage of driveways and stalls for five (5) or more vehicles shall be submitted to the City Engineer for review and the final drainage plan shall be subject to written approval by the City Engineer.
- (12) **Striping.** Except for single, two-family, triplex, and quadraminiums, all parking stalls shall be marked with painted lines not less than four (4) inches wide.
- (13) **Lighting.** Any lighting used to illuminate an off-street parking area shall be so arranged as to reflect the light away from adjoining property, abutting residential uses and public right-of-ways and be in compliance with this Ordinance.

- (5) Off-site parking for multiple family dwellings shall not be located more than 100 feet from any normally used entrance of the principal use served.
- (6) Off-site parking for non-residential uses shall not be located more than 300 feet from the main entrance of the principal use being served. No more than one main entrance shall be recognized for each principal building.
- (7) Any use which depends upon off-site parking to meet the requirements of this Ordinance shall maintain ownership and parking utilization of the off-site location until such time as on-site parking is provided or a site in closer proximity to the principal use is acquired and developed for parking.

h) Installation of Asphalt Driveways and Parking Lots

The following procedure and specifications shall be required for all asphalt driveway construction from streets to private garages, and for all parking lot construction.

Work conducted within the Right-of-Way shall follow the procedures of Chapter 20.

- (1) The driveway or parking lot shall be excavated to remove all organic or other unstable soils from the area to be surfaced.
- (2) The area to be surfaced shall be graded and compacted to the elevation that will permit the placement of the full pavement section.
- (3) Minimum pavement sections for driveways and parking lots shall be:
 - * (a) **Driveways for residential buildings with four (4) units or less per building:**
2331 bituminous wearing course two (2) inches compacted Class V aggregate base - six (6) inches compacted.
 - (b) **Parking lots and driveways for residential buildings with more than four (4) units per building, and commercial, industrial, and institutional areas:**
2341 bituminous wearing course - two (2) inches compacted 2331 bituminous binder course - two (2) inches compacted Class V aggregate base, six (6) inches compacted unless alternates are approved, in writing, by the City. In all cases, alternate pavement sections shall be considered only if sufficient data to justify another pavement design, based on the current Minnesota Highway Department design procedure for flexible pavement is submitted as part of a formal alternate request. If, based on the plan that is presented, the Building Inspector determines that the proposed driveway or parking lot construction is not deemed adequate due to traffic volumes or types of traffic, additional construction materials may

ORDINANCE NO. 2110-98

AN ORDINANCE AMENDING THE ST. LOUIS PARK
ORDINANCE CODE RELATING TO ZONING BY
AMENDING SECTIONS
14:3-1, 14:5-4.1, 14:6-1.2.B AND 14:6-1.2.C RELATING TO
VEHICLE PARKING AND THE PARKING AND OUTSIDE STORAGE
OF COMMERCIAL AND RECREATIONAL VEHICLES
IN RESIDENTIAL ZONING DISTRICTS



THE CITY OF ST. LOUIS PARK DOES ORDAIN:

Findings

Sec. 1. The City Council has considered the advice and recommendation of the Planning Commission (Case No. 96-7-ZA) and has adopted, contemporaneous with new ordinance, the findings of City staff.

Sec. 2. The St. Louis Park Ordinance Code, Sections 14:3-1 Definitions, Section 14:5-4.1 Residential Restrictions and Performance Standards, Section 14:6-1.2.B Parking General Provisions, and Section 14:6-1.2.C Design and Maintenance of Off-Street Parking Areas are hereby amended to read as follows:

Section 14:3-1 DEFINITIONS

Add the following definitions:

Commercial Vehicles. A motor vehicle is a commercial vehicle if:

- (1) the vehicle is a dump truck, a step van, a tow truck, a semi tractor or trailer, a tank truck, a tractor, a bus, a cargo truck, a construction vehicle or equipment, an earth moving vehicle or equipment, a van or pickup with a manufacturer's nominal rated carrying capacity of more than one ton, or any other vehicle which is used in connection with commercial activities;
- (2) commercial equipment has been added to the vehicle such as winches or snow plows;
- (3) commercial racks have been added to the vehicle for the purpose of holding equipment or materials;
- (4) the vehicle is a pickup with a non-standard pickup box; or
- (5) the vehicle is a trailer loaded with another commercial vehicle or commercial equipment.

* Driveway. An improved access which connects an off-street parking space to the public right of way.

Motor Vehicle. Every vehicle which is self propelled. This does not include lawn mowers or snow blowers.

Non-passenger Vehicle. A commercial or recreational vehicle or trailer.

* Parking Space. An improved paved or gravel area on a lot or within a building intended for parking of a motor vehicle which has a means of access to a public street. This term is used interchangeably with parking stall and parking facility.

Passenger Vehicle. An automobile, station wagon, van, sports utility vehicle, minivan, pickup truck, or motor cycle designed and primarily intended for on-street operation. Passenger vehicles do not include commercial vehicles, recreational vehicles, racing cars or stock cars.

Pick-Up Truck. Any truck with a manufacturer's nominal rated carrying capacity of one ton or less and commonly known as a pick-up or pickup truck and which has a standard manufactured pickup box. A pick-up whose standard box is covered with a topper if the topper does not exceed 1 1/2 times the wall height of the standard box is a pick-up truck.

Racing Car. A motor vehicle designed or intended for operation on a speedway, racetrack, or other facility used or designed for high speed contests between two (2) or more vehicles or for timing of speed. Racing cars are regulated under Section 10-601 of the Municipal Code

* Recreational Vehicle.

- (1) Travel trailers including those that telescope or fold down, chassis mounted campers, house cars, motor homes, tent trailers, slip in campers and converted vans that are motor homes as defined herein.
- (2) Motor Home. A vehicle that provides temporary living quarters. A vehicles provides temporary living quarters if it: (a) is not used as the residence of the owner or occupant; (b) is used for temporary living quarters by the owner or occupant while engaged in recreational or vacation activities; and (c) is self-propelled or capable of being towed on public roads.
- (3) A non-motorized trailer intended and generally used for transporting boats.
- (4) Snowmobiles, all terrain vehicles, boats and any type of water craft. Such vehicles which are placed on a utility trailer shall, together with the trailer, be considered a single recreational vehicle.

Stock Car. A motor vehicle of standard design and construction which is modified, adapted or altered in any manner to increase its speed or safety, and designed or intended for operation on a speedway, racetrack, or other facility used or designed for high speed contests between two (2) or more vehicles or for timing of speed. Stock cars are regulated under Section 10-601 of the Municipal Code.

Stand or standing. Any halting even momentarily of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in receiving or discharging passengers or property.

Trailer. Any vehicle designed for carrying property on its own structure and for being drawn by a motor vehicle.

Trailer bed. That portion of a trailer that is designed to make contact with and bear the weight of the load to be carried.

Truck. Every motor vehicle designed, used or maintained primarily for the transportation of property. "Truck" does not include a pick-up truck as defined above or a van with a manufacturer's nominal rated carrying capacity of one ton or less.

Vehicle. A device for carrying or conveying persons or property which may be self-propelled or may be propelled, drawn, or towed by a self-propelled vehicle.

Section 14:5-4.1 RESIDENTIAL RESTRICTIONS AND PERFORMANCE STANDARDS: (Add A. Purpose and B. Definitions; Renumber existing A as C)



A. Purpose. The City Council finds that in areas set aside by the Zoning Ordinance for residential development certain performance standards are desirable in order to preserve neighborhood character, public health and safety, property values, and allow all residents a reasonable use and enjoyment of property.

To this purpose the City Council finds that the use and possession of commercial and recreational vehicles are an important factor in the lives of a substantial number of residents of the City of St. Louis Park. The Council finds that certain types and sizes of commercial and recreational vehicles, the improper storage of commercial and recreational vehicles, and the parking of and storage of excessive numbers of vehicles can affect the neighborhood character as well as public health and safety, property values, and the reasonable use and enjoyment of neighboring properties. While the ability of recreational vehicle owners to provide for the security of and access to their vehicles is a reasonable expectation, they have a responsibility to respect the rights of residents, owners, and users of neighboring properties and to avoid interference with the purposes of the zoning district in which they are located. The City Council further finds that the establishment of these regulations further the goals in the City's Comprehensive Plan relative to enhancement of residential neighborhoods and similar goals expressed in Vision St. Louis Park. The City Council establishes these regulations as a means to balance the interests of the owners of commercial and recreational vehicles, adjacent residents and the public.

B. Definitions. For the purpose of Sections 14:5-4.1.C.8, 9 and 10, the listed terms are defined as follows:

"Front Yard" means the area between a line created by extending the front face of the principal building and the street in front of the house.

“Back Yard” means the area between a line created by extending the rear face of the principal building and the rear lot line.

“Side Yard” means area between the front and back building walls and the side lot line.

C. General Provisions (Amend No. 2 to read in its entirety as follows; and add Nos 8-15)

2. The stopping, standing or parking of any motor vehicle, recreation vehicle, commercial vehicle, or trailer is subject to all restrictions below and under Section 14:6-1.



8. Except as provided in Paragraphs 9 and 15 herein, no motor vehicle, recreational vehicle, commercial vehicle, or trailer shall be permitted to stand or park in any “R” Use District which exceeds any of the following:

- a. 8 feet in height, measured from the ground to the highest point on the vehicle at recommended tire pressure. For the purpose of measuring height, all accessories, attachments, and materials carried upon a vehicle shall be considered part of the vehicle;
- b. 22 feet in length, measured at the longest point of the vehicle or, if a trailer, the horizontal distance between the front and rear edges of the trailer bed. For the purpose of measuring length, all accessories, attachments, and materials carried upon a vehicle shall be considered part of the vehicle or trailer bed; or
- c. 6,500 pounds, empty weight including the box.



9. One recreational vehicle which exceeds any of the limits set forth in paragraph 8 and is owned by the occupant of the premises can be parked in the back yard area if:

- a. The vehicle is parked no closer than 5 feet from any property line.
- b. If the property is a multifamily property, the vehicle must be stored on a concrete or bituminous surface and the parking space must be in excess of the minimum number of parking spaces required by this Ordinance Code.



10. Parking and storage of vehicles in the R-1, R-2, and R-3 Zoning Districts. The following provisions shall apply to the parking and storage of vehicles on residential parcels.

- a. No more than three (3) vehicles can be parked or stored outside an enclosed building at a single family residence. For a duplex, six (6) vehicles can be parked or stored outside. If there are more than three persons residing at a single family dwelling who have valid Minnesota driver’s licenses showing the residence address, then the total number of vehicles allowed to be parked outside is increased to a number equal to the number of licensed drivers residing at the property not to exceed five (5) vehicles. The provisions of this paragraph shall not apply during snow emergencies.

- * b. No more than two non-passenger vehicles can be parked on a residential lot outside of an enclosed building. Except as permitted in Section 14:5-4.1.C.9 above, these vehicles shall be stored on a designated parking space. Non-passenger vehicles cannot be parked or stored in a front yard or a side yard abutting a street except as allowed under g below.
 - c. Only commercial vehicles which do not exceed any of the size requirements under Section 14:5-4.1.C.8 and are designed exclusively for on-street use can be parked on residential lots outside an enclosed building. Commercial vehicles shall be parked only within a garage or on a designated parking space and cannot be parked or stored in a front yard or a side yard abutting a street except as permitted under g below.
 - * d. Except as permitted in Section 14:5-4.1.C.9, all vehicles must be stored on a surface improved for driveway purposes with an approved paving surface.
 - e. No more than one recreational vehicle which exceeds the size requirements in Section 14:5-4.1.C.8 can be parked on a residential lot outside an enclosed building.
 - * f. No non-passenger vehicle can be parked within 5 feet of an interior side lot line or rear lot line.
 - g. No non-passenger vehicle can be parked within the front yard or within a side yard abutting a street except where designated parking space is permitted under Section 14:6-1.2.C.12. Under no circumstances can a non-passenger vehicle which exceeds the size limitations in Section 14:5-4.1.C.8 be parked in a front yard.
 - h. No non-passenger vehicle can be parked on a residential lot if the vehicle is not owned or leased by the occupant of the premises where it is parked or is a commercial vehicle owned by the employer of an occupant who is using the vehicle for business purposes.
 - i. Only one (1) tow truck can be parked on a residential property.
 - * j. Parking is not permitted within a driveway in the R1, R2, or R3 Districts within 5' of the curb of a public street. In the absence of a curb, parking shall not be permitted within 5 feet of the traveled public roadway. In no event can a vehicle be parked in such a manner as to block a public sidewalk.
 - * k. The total area in the front yard of a single family lot improved for parking and driveway purposes shall not exceed 30% of a front yard area. Additionally, the average width of a driveway shall not be more than 22 feet wide. This provision will not prohibit an average driveway width of up to 22 feet for all single family lots.
 - l. Recreational vehicles 6 feet in height or less at their highest points may be parked in one non-driveway side yard on a residentially zoned lot provided that they are 10 feet or more from the adjacent residence and do not extend beyond the front building wall of the house.
11. One vehicle with an attached snow plow can be parked outside of an enclosed building between November 1 or the first 2 inch snow fall, whichever occurs first,

and April 30. This vehicle will be considered to be a commercial vehicle when applying this Ordinance.

12. Snow plows and other commercial equipment must be stored within an enclosed structure when not attached to a vehicle.



13. Outdoor storage of fish houses is not permitted on a residential lot.

14. On-street parking of non-passenger vehicles is not permitted within any "R" Use District.

15. The following are exempt from the provisions in this subsection:

a. Any vehicle being used in conjunction with a temporary service benefiting the property.

b. Vehicles used in conjunction with authorized construction sites between 7 a.m. and 10 p.m. Monday through Friday and between 9 a.m. and 10 p.m. on weekends and holidays.

c. Vehicles used in conjunction with authorized public works construction.

d. Recreational vehicles can be parked temporarily while being loaded or unloaded or during routine maintenance and servicing not exceeding 48 consecutive hours.

Section 14:6-1.2.B GENERAL PROVISIONS

(Delete No. 8; amend as follows and renumber No. 9 as No. 8; amend No. 14 to read in its entirety as follows; and renumber Nos 10-15 to 9-14)

8. Location of Parking Facilities. Required off-street parking in the R-1, R-2, and R-3 Districts shall be on the same lot as the building housing the principal use, except in the cases of :

a. Religious institution where parking is regulated by Sub-Section 14:6-1.2.D.22

b. Condominium developments where off-street parking is designed on a lot or within a garage on a separate parcel but within the same condominium development.

Required off-street parking spaces shall be located within an enclosed building or if outside, shall be located behind a line created by extending the front building wall of the principle structure to the side lot lines and shall not be located within a side yard abutting a street except as permitted under Section 6-1.2.C.12. Parking shall not be permitted on any landscaped area except as permitted under Section 5-4.1.C.9. Passenger vehicles can be parked on private driveways in the front yard

or side yard abutting a street of single-family or two-family dwelling units provided these vehicles meet the requirements of this Section and of this Ordinance.

- * 14. Conversion of Garage Space. No person shall alter a garage to living space or storage space in such a way that prevents the use of the garage for parking vehicles in any "R" Use District, unless other legal provisions are made to provide the required parking for the lot.

Section 14:6-1.2.C DESIGN AND MAINTENANCE OF OFF-STREET PARKING AREAS

(Amend No. 12 to read in its entirety as follows:)

- * 12. Yards. Parking stalls shall be subject to the requirements of front yards and side yards abutting a street in all "R" Use Districts, except that in the "R-1", "R-2", and "R-3" Use Districts, required off-street parking for a detached single family or two family house shall be permitted in the front yards under the following conditions:
 - a. There is no other location on the lot where parking is possible, and the front yard offers the only space where the required parking can be located.
 - b. Total parking and driveway area does not occupy more than 30% of the front yard and the average width of the driveway does not exceed 22 feet.

Sec. 3. The contents of Planning Case File 96-7-ZA are hereby entered into and made part of the public hearing record and the record of decision for this case.

Sec.4. This Ordinance shall take effect November 1, 1998.

FROM: CITY OF WHITE BEAR LAKE

4701 Highway 61

White Bear Lake, MN 55110

CYNTHIA BEANE

429-8561

TO: KEN ROBERTS, MAPLEWOOD
 (7 PAGES) 770-4566
 §1302.030

ZONING CODE

§1302.030

Subd. 11. Dust and Other Particulate Matter. The emission of dust, fly ash or other particulate matter by any use shall be in compliance with and regulated by the State of Minnesota Pollution Control Standards, Minnesota Regulation APC 1-15, as amended.

Subd. 12. Odors. The emission of odor by any use shall be in compliance with and regulated by the State of Minnesota Pollution Control Standards, Minnesota Regulation APC 1-15, as amended.

Subd. 13. Noise. The emission of noise by any use shall be in compliance with City Ordinance relating to noise.

Subd. 14. Refuse.

- a) Definition of Refuse. In addition to definitions of "refuse" listed in Section 502.050 of this Code, trucks, station wagons and automobiles, not including classic or pioneer cars as defined in M.S.A. Section 168.10, not currently licensed by the State to the owner of private property on which they set, or which are, because of mechanical deficiency, incapable of movement under their own power or parked or stored outside are considered refuse. Refuse shall mean piles of branches or brush, dismantled or non-working appliances or equipment, unused containers of any design, bags of leaves or grass and non-erected fencing.
- b) Prohibition. To protect and promote the interests of public welfare, safety and health, it shall be unlawful to openly store refuse of garbage, as defined in §1302.030 Subd. 14a of this code, on any portion of a yard in any district. Any refuse or garbage shall be stored in an enclosed building, and a rigid closed container designed for such storage. The owner of a vacant lot shall be responsible for keeping such land free of all refuse and garbage. (Ref. Ord. No. 806, 3/14/90)
- c) Further Prohibition – Curbside Storage. All stored refuse or garbage shall be kept at or behind the front line of any house, apartment or commercial building at all times except between sunset the night before scheduled refuse or garbage collection and the time of collection on the following day. Owners of property found in violation of this subdivision, Subdivision 14c), may be cited for violation without notice.
- d) Notice. Whenever the Code Enforcement Officer determines that there are reasonable grounds to believe that there has been a violation of this subdivision except Subdivision 14c), he shall utilize the notice of violation procedure contained in §§ 502.030 and 502.040 of this Code.
- e) Refuse Not Consisting of Motor Vehicles. The notice provided by the Code Enforcement Officer of illegally stored or piled garbage or refuse not including motor vehicles shall state that, if within fifteen (15) days of receipt of the notice the violation has not been corrected, the City, at its discretion, may dispose of the refuse or garbage and bill the property owner for the City disposal and reasonable administrative costs incurred. If repayment of such City costs is not forthcoming within thirty (30) days of

CITY OF WHITE BEAR LAKE
4th Highway 61
White Bear Lake, MN 55110

§1302.030

ZONING CODE

§1302.030

actual disposal, the City Council shall cause all costs of such disposal to be assessed against the property in accordance with the procedure for assessment in M.S.A. Section 429.061 and subsequent amendments thereto.

I WOULD NOT RECOMMEND THIS... f) YOU MUST GIVE CHANCE TO RECLAIM... IF THEY DO, YOU'RE BACK TO SQUARE ONE... IF NOT, YOU HAVE TO TRY TO GET g) THE TITLE.

Refuse Consisting of Motor Vehicles. In the event refuse consisting of a motor vehicle is illegally stored, the City shall give the owner of the vehicle notice of the violation and fifteen (15) days to take corrective action. An owner has taken corrective action when the vehicle is legally parked and licensed, mechanically operable, and in compliance with all state requirements for an operable vehicle on public roads. In the event corrective action is not taken within fifteen (15) days from the notice of the violation, the City may take the vehicle into custody, impound it, and sell it immediately at public auction pursuant to M.S.A. section 168B.08.

Right of Entry. The Code Enforcement Officer is hereby authorized and directed to enter onto private property to investigate any complaint for a violation or any apparent violation of this Subdivision or to dispose of any garbage or refuse stored or piled in violation of this Code. The property owner and every property occupant shall give the Code Enforcement Officer free access to the property at all reasonable times for the purpose of such investigation or disposal.

h) Limited Exceptions. The City Council is hereby empowered to grant limited exceptions to the requirements of Subdivisions 14 and 15 of this Section as recommended by the Variance Board. A request for exception to any requirement of these subdivisions may be filed with the Zoning Administrator in accordance with Section 1301.060, Subd. 2 of the Code at any time before a notice of an alleged violation has been served, or within ten (10) days after the day a notice of violation has been served.

Composting as permitted under the Composting Municipal Code Section 509 is a limited exception to this ordinance. Said exception does not require Council as described above. (Ref. Ord. No. 863, 2/11/92)

Subd. 15. Exterior Storage.

a) All materials and equipment and motor vehicles shall be stored within buildings or fully screened areas so as not to be visible from adjoining properties, except for the following:

1) Firewood piles which are neatly stacked and free from vermin shall be stored in the rear and side yards only. In the case of corner lots, both yards abutting a public right of way are considered a front yard.

b) Motor Vehicles, recreational equipment and vehicles shall be stored subject to the following chart and regulations

* 1) Any vehicle parked on residential property for sale by owners of the property must be owned and licensed to the property owner and shall be parked on a designated driveway.

* 2) The parking of motor vehicles, recreational equipment and vehicles is prohibited in the front yard.

CONTINUED

283.1

Revised 2/11/92

CITY OF WHITE BEAR LAKE
 4701 Highway 61
 White Bear Lake, MN 55110

§1302.030

ZONING CODE

§1302.030

c) Permitted Storage

| Type of Vehicle | Permitted Location | Numerical Restriction |
|--|--|---|
| Automobiles; motorcycles, or trucks, pick-ups and vans with a capacity not to exceed one (1) ton and having a gross vehicle weight of twelve thousand (12,000) pounds, whichever is less | On the designated driveway and/or on one hard surface space located adjacent to a driveway or garage. Said space shall not be located in front of the principal structure's living area. | One Vehicle per licensed driver residing on the premises. |
| | In a garage or other lawfully constructed building. | None |
| Recreation vehicles and equipment | On the designated driveway and/or on one hard surface space located adjacent to a driveway or garage. Said space shall not be located in front of the principal structure's living area. | None |
| | In a garage or other lawfully constructed building | None |
| | In the rear or side yards except for corner lots. In that case both yards abutting a street shall be considered a front yard. | None |
| Commercial usage vehicles | In a garage or other lawfully constructed building | One vehicle per dwelling unit |
| Inoperable vehicles | In a garage or other lawfully constructed building | None |

Note: Only one hard surface area adjacent to the driveway or garage shall be permitted for single family and two family dwellings.

(Ref. Ord. No. 718, 6/10/86, 807, 3/14/90; 840, 06/11/91)

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Revised 06/11/91

INCOP. VEHS. ALSO = REFUSE AND THEREFORE, ARE INCLUDED IN THE

§1301.030

ZONING CODE

REFUSE ORD.

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Subd. 9. "I" Definitions

Inoperable Vehicles. Any motor vehicle including but not limited to any automobile, truck, trailer, marine craft, snow mobile, motorcycle, all terrain vehicle, equipment for motorized transportation that; (1) has a missing or defective part that is necessary for the normal operation of the vehicle; or (2) is stored on blocks, jacks or other supports; or (3) is not currently licensed. (Ref. Ord. No. 803, 3/14/90)

Recreation, Field or Building. An area of land, water, or any building in which amusement, recreation or athletic sports are provided for public or semipublic use, whether temporary or permanent, except a theatre, whether provision is made for the accommodation of an assembly or not. A golf course, arena, baseball park, stadium circus or gymnasium is a recreation field or building for the purpose of this Code.



Recreational Vehicle. Campers, pick-ups with campers or mounted toppers, motor homes, all terrain vehicles, marine craft, camping trailers, and snow mobiles. Also a trailer used to transport recreational vehicles shall itself be a recreational vehicle. (Ref. Ord. No. 803, 3/14/90)



Commercial Usage Vehicles. (Ref. Ord. No. 803, 3/14/90; 839, 6/11/91)

- a) Vehicles and equipment designed or modified for use in any construction, demolition, or maintenance activity. Provided that vehicles and equipment used for maintenance, repair or construction on the premises may be parked during the period of work;
- b) Tractors other than those intended for residential purposes;
- c) All trailers or towed equipment which have a capacity greater than one (1) ton or having a gross vehicle weight over twelve thousand (12,000) pounds, whichever is less;
- d) Trucks, and pickups which have a capacity greater than one (1) ton or having a gross vehicle weight over twelve thousand (12,000) pounds, whichever is less.
- e) Step vans designed or modified for the transportation of cargo, freight, construction machinery, equipment, materials or implements.

(Ref. Ord. No. 839, 6/11/91)

Commercial Use - The principal use of land or buildings for the sale, lease, rental, or trade of products, goods, and services. (Ref. Ord. 915, 12/13/94)

Security Apartment: A single rental Housing unit for no more than (2) persons employed as security or management for the facility in which the apartment is located. The unit is subordinate to the principal structure, which can only be established by Conditional Use Permit and which is subject to performance standards. (Ref. Ord. No. 766, 8/9/88)

Semipublic Use - The use of land by a private, nonprofit organization to provide a public service that is ordinarily open to some persons outside the regular constituency of the organization. (Ref. Ord. 915, 12/13/94)

Setback. The minimum horizontal distance between a structure, sewage treatment system, or other facility and an ordinary high water level, the top of a bluff, road, highway, property line, or other facility. Distances are to be measured from the most outwardly extended portion of the structure at ground level, except as provided hereinafter. (Ref. Ord. 915, 12/13/94)

Sewage Treatment System - A septic tank and soil absorption system or other individual or cluster type sewage treatment system as described and regulated in Minnesota Pollution Control Agency's document titled "Individual Sewage Treatment Systems Standards, Chapter 7080." (Ref. Ord. 915, 12/13/94)

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§603.090

been fully paid. The City Manager shall have the further authority to direct employees of the City to remove any such vehicle and in that event the City Manager may impose a charge to be paid to the City Clerk before said vehicle may be taken or recovered by the owner thereof.

In the event that any vehicle held or stored by the direction of the City Manager, upon which there are charges for storage or towing or both, shall not be reclaimed, recovered or taken by the owner thereof, there shall be deemed to be imposed upon such vehicle a possessory lien in the amount so charged and unpaid and should the owner thereof fail to pay the same then the possessory lien may be foreclosed in the manner provided for by law. (Ref. §502.070, Code 1966; Ord. Nos. 439, 12/13/66; 574, 6/24/75)

§603.090 PARKING; GENERAL RESTRICTIONS. No vehicle shall be parked in violation of any of the following provisions;

Subd. 1. No person, firm or corporation operating any public garage shall park vehicles on the streets adjacent to or in the vicinity of such public garage for a longer period than ninety (90) minutes.

Subd. 2. No vehicle shall be parked within eighty (80') feet of the point where the property line projected would intersect a street upon which buses are operated, where the corner where such intersection takes place is used as a bus stop.

Subd. 3. No vehicle shall be parked within thirty (30') feet of any arterial, stop sign or sign indicating the direction for travel.

Subd. 4. No vehicle shall be parked on the approaches to any bridge, nor upon any boulevard, lawn or grass plot.

Subd. 5. No vehicle shall be parked in a loading zone of a Municipal Parking Lot except for purposes of loading and unloading and then only for the length of time reasonably necessary therefor.

Subd. 6. No vehicle shall be parked in any alley except for purposes of loading and unloading unless at least ten (10') feet of the alley is left available for the free movement of traffic.

Subd. 7. No vehicle shall be parked or left standing upon the private property of any person without the consent of such property owner.

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obstructing the passage of other vehicles, notwithstanding any traffic control signal to proceed, except that on a one-way street, drivers shall not be restricted to the use of the right half of the road, but may have access to the entire width thereof beyond the intersection, provided sufficient space be available.

It shall be unlawful for the driver of any vehicle to drive across a sidewalk in entering a garage or parking lot unless there is sufficient space beyond the crosswalk in the garage or on the parking lot to accommodate the vehicle without obstructing the passage of other vehicles or pedestrians. (Ref. Ord. No. 439, 12/13/66)

§603.140 PARKING; BLOCKING ENTRIES. No person shall park a vehicle or permit it to stand whether attended or unattended upon a highway in front of or within ten (10') feet on either side of the entrance to any depot, theater, hotel, club or other building designated by official no-parking signs: or within fifteen (15') feet on either side of the rear entrance to any theater, except when taking on or discharging freight or passengers, and then only for such length of time as is reasonably necessary for such purpose. At theaters, hotels, clubs, depots or public gatherings, or under unusual circumstances, vehicles must move or park as directed by Police Officers or Police orders. (Ref. Ord. No. 439, 12/13/66)

§603.150 PARKING: TRANSFER OF GOODS RESTRICTED. No person shall transfer goods, wares or merchandise from one (1) vehicle to another while on any arterial highway: provided, that this section shall not be construed to apply where the vehicle from which the transfer is being made is incapable of being moved by its own power. (Ref. Ord. No. 439, 12/13/66)

§603.160 PARKING; MOVING PARKED VEHICLES. No person shall move a vehicle not owned by such person into any prohibited area or away from a curb such distance as is unlawful. (Ref. Ord. No. 439, 12/13/66)

★ §603.170 PARKING; TRUCK PARKING RESTRICTED IN RESIDENTIAL AREAS. No motor vehicle over one (1) ton capacity or over twelve thousand (12,000) pounds gross vehicle weight, whichever is less, and no commercially licensed trailer shall be parked or stored in a plat-
ted residential district except when loading, unloading or rendering a service. (Ref. §408.050, Code 1966; Ord. No. 456, 4/9/68; 838, 06/11/91)

★ §603.180 PARKING; OTHER PARKING IN RESIDENTIAL AREAS. Off-street and on-street parking in residential areas for periods over six (6) hours shall be limited to the residents of those homes and their guests unless otherwise regulated by other codes and ordinances. Moreover, except for short-term parking of six (6) hours or less, the number of vehicles parked on or in front

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CONT'D

★ of a residential lot shall not exceed the number of persons residing on the premises and having automobile drivers licenses. (Ref. §408.060, Code 1966; Ord. No. 456, 4/9/68)

§603.190 PARKING; PRESUMPTION IN REFERENCE TO ILLEGAL PARKING. In any prosecution charging a violation of any law or regulation governing the standing or parking of a vehicle, proof that the particular vehicle described in the complaint was parked in violation of any such law or regulation, together with proof that the defendant named in the complaint was at the time of such parking the registered owner of such vehicle, shall constitute in evidence a prima facie presumption that the registered owner of such vehicle was the person who parked or placed such vehicle at the point where, and for the time during which, such violation occurred. (Ref. Ord. No. 561, 5/14/74)

*reg. owner
is presumed*

§603.200 PARKING; TAXI PARKING. No taxicab shall be permitted to stand on any public street or alley except on taxicab stands which shall be designated and plainly marked by the Police Department, and the parking of any vehicle not a taxicab, on such designated stands is hereby prohibited; except, that whenever a taxicab is on a designated cab stand and blocks the delivery entrance to any building, the drivers of such taxicabs shall make an opening to the curb so as to permit a commercial vehicle to load or unload. The driver of any taxicab occupying a designated stand must remain on the drivers seat at all times, except when necessary to open or close the door of his taxicab, to assist a passenger to enter or leave or to answer his call signal. No taxicab shall stand for a period longer than one-half (1/2) hour; at the end of such time the taxicab heading the line shall move off the stand and the remaining taxicabs will then move forward. No person shall solicit passengers for a taxicab upon the streets and highways of the City, except the driver of a taxicab when sitting upon the drivers seat of his vehicle, but the fact that such taxicab displays a device to indicate that such vehicle is not engaged shall not be considered as soliciting patronage.

Nothing in the foregoing provision of this section, however, shall prohibit the driver of any taxicab from parking in a legal parking space or at a parking meter, provided the proper payment is made therefore for reasonable periods of time during which said driver is taking his meals or is on an errand of personal business. During such periods, however, solicitation of patronage by said drivers is expressly prohibited. (Ref. Ord. No. 439, 12/13/66)

*Hope you
find this info.
helpful
CB*

WOODBURY CITY CODE

ZONING

§ 24-247

(d) All lots or parcels shall have direct adequate physical access for emergency vehicles along the frontage of the lot or parcel from either an existing dedicated public roadway or an existing private roadway approved by the city council.

(e) Access drives for platted residential lots shall be restricted to local residential streets as defined in the transportation plan, unless no alternative access is available, to be determined by staff.

(f) Access drives in platted areas of the R-4 zoning district shall be constructed of concrete or a plant mixed bituminous surface.

* (g) Areas designed for temporary storage of vehicles may be constructed of Class 5 gravel. (Code 1985, § 401.07(T); Ord. No. 1548, § 1548.01, 5-9-90)

Sec. 24-245. Exterior storage.

* (a) In residential districts, all materials and equipment shall be stored within a building or be fully screened so as not to be visible from adjoining properties, except from the following in good order:

- (1) Laundry drying and recreational equipment, construction and landscaping materials and equipment currently being used on the premises, agricultural equipment and materials, if these are used or intended for use on the premises.
 - (2) Off-street parking of passenger automobiles and pickup trucks.
 - (3) Firewood.
- (b) Existing uses shall comply with this section by October 14, 1971.

(c) In all districts, the city may require a special use permit for any exterior storage if it's demonstrated that such storage is a hazard to the public health and safety or has a depreciating effect upon nearby property values, or impairs scenic views, or constitutes a nuisance. (Code 1985, § 401.07(U))

Sec. 24-246. Truck parking in residential areas.

No motor vehicle over three-quarter ton capacity, maximum eight thousand (8,000) pounds GVW, and no commercial trailer shall be parked or stored in a platted residential district or a public street except where loading, unloading, or rendering a service. This section does not apply to recreation vehicles and pickup trucks. (Code 1985, § 401.07(VX5))

Sec. 24-247. Other parking in residential areas.

* Parking in residential areas (off-street and on-street) shall be limited to the use of the residents of those homes. Except for short-term parking (eight (8) hours or less) for guest parking, the number of vehicles parked on or in front of a residential lot shall not exceed double the number of persons residing on the premises and having an automobile driver's license.

(Code 1985, § 401.07(VX6))

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§ 24-248

WOODBURY CITY CODE

**Sec. 24-248. Recreational equipment in residential areas.**

In the R-2 and R-4 residential districts recreational equipment up to twenty-four (24) feet in length may be parked or stored outdoors as follows:

- (1) One (1) piece of recreational equipment per dwelling unit. When recreational equipment is on a trailer, the trailer and piece of recreational equipment shall be considered as one (1).
- (2) On any rear or side lot not within five (5) feet of the lot line in an established driveway of a lot.
- (3) In an established driveway in the front lot not within fifteen (15) feet of the curb.
(Code 1985, § 401.07(V)(7); Ord. No. 1555, § 1555.01, 8-22-90)

Sec. 24-249. Agricultural operations.

(a) All farms, in existence upon April 14, 1971, or the date of a subsequent amendment to this chapter, within the city shall be a permitted use where the operator may conduct a farming operation. However, all regulations contained in this article V standards shall apply to all changes of the farming operation which will cause all or part of the area to become more intensively used or more urban in character. The *Minnesota State Building Code* shall not apply to agricultural buildings except with respect to state inspections required or rulemaking authorized. The city council may require any farm operator to secure a special use permit to expand or intensify the operations in the event of the following:

- (1) The farm is adjacent to, or within four hundred (400) feet of any dwelling unit and may be detrimental to living conditions by creating safety hazards or by emitting noise, odor, vibrations or similar nuisances.
- (2) The farming operations are so intensive as to constitute an industrial type of use consisting of the compounding, processing, and packaging of products for wholesale or retail trade.

(b) Any building in which farm animals are kept shall be a distance of two hundred (200) feet or more from any other occupied lot. The city council may order the owner of any animals to apply for a special use permit if it is deemed to be in the interest of the public health, safety or general welfare. Non-domestic animals shall not be permitted on parcels of less than five (5) acres in area. The keeping of more than one (1) non-domestic farm animal per acre shall require a special use permit.

(Code 1985, § 401.07(X))

Sec. 24-250. Home occupation, parking and storage of commercial equipment and vehicles.

(a) *Interim special use permit generally.* In reviewing an application for an interim special use permit for home occupation, parking and storage of commercial equipment and vehicles, the city council shall consider the advice and recommendations of the planning and zoning commission and the effect of the proposed use upon the health, safety, convenience and general

Supp. No. 5

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
APRIL 5, 1999**

IV. Unfinished Business

A. Residential Parking Ordinance

Ken Roberts summarized the discussion on this proposed ordinance from the previous commission meeting. As part of this staff report, he outlined, as he had noted, the main planning commission interests if the city were to pursue this ordinance. Commissioner Frost said he took a walking survey of his neighborhood and noted that there will be many residences affected by this ordinance. He wondered if it would be better to "try to do a little bit at a time." He suggested addressing one of the major issues now and see how it goes for a year. Then, if enforcement was not effective, it could be reconsidered in a year.

Mr. Roberts agreed that "baby steps" would be the way to start this ordinance. He said the choice on how to do this will be up to the city council. Mr. Frost said the big issue he saw was people not parking on improved surfaces. He felt this problem has become worse over the years. Mr. Frost's main goal would be to require parking vehicles on an improved surface, in a garage, screened in the backyard or stored off the premises.

Commissioner Rossbach preferred sending this to the city council now. The council could then let the commission know what is acceptable in the council's point of view. Commissioner Pearson thought a good starting point was to require bituminous driveways with new construction. Mr. Roberts said an improved driveway could be a good Class 5 driveway that is well maintained. Commissioner Tripler concurred with Mr. Rossbach about needing to get input from the city council at this time. Commissioner Ledvina suggested using a survey to ask Maplewood residents for their opinions.

Commissioner Thompson commented that some of the screening that exists is almost more objectionable than that which is being concealed. He thought, with the screening requirement, that an ordinance was being initiated that would be almost unenforceable. Chairperson Fischer agreed that screening does pose some problems when defining how or from whom you are screening the vehicle. Commissioner Mueller said that passing an ordinance may generate new hard feelings but it does provide a law that will give people a recourse. He also was in favor of taking the planning commission list of issues and priorities to the city council for their decision. Commissioner Frost said that everyone he talked to about this ordinance thought it was a good idea.

Commissioner Thompson advocated using a survey in the *Maplewood in Motion* to create awareness and get response from Maplewood residents. Commissioner Tripler was interested in the survey idea but cautioned that a survey does involve a great deal of work. He thought it might be a better way to just have the council meeting open for public comment and make a decision on this basis.

Commissioner Rossbach moved the Planning Commission forward the list of eight items contained in the staff report of March 16, 1999 on the proposed residential parking ordinance to the Maplewood City Council for their input and direction.

Commissioner Frost seconded.

Ayes—all

The motion passed.

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
MARCH 15, 1999**

V. UNFINISHED BUSINESS

A. Residential Parking Ordinance

Ken Roberts presented the staff report. Additional sample ordinances, as previously requested by the commission, were included in the report. Mr. Roberts said the Stillwater ordinance was not available. Chairperson Fischer asked if the city council gave any direction as to what the ordinance should cover. Melinda Coleman, director of community development, responded that this came about because a couple citizens requested that the city council take a look at this problem within the city. She said the council gave no specific direction but she personally sensed they preferred something "more simplistic than complex on the scale of ordinances." Ms. Coleman felt the major issue was the front yard. She said council had a concern about taking on more than staff could enforce. Staff confirmed that Maplewood does not presently require a new home to have a garage or paved driveway.

Commissioner Rossbach wondered if motor vehicle, trailer, etc. were included in the definition of vehicle. According to Ms. Coleman, vehicle would have to be clearly defined in the ordinance. Mr. Rossbach mentioned that, at the last meeting, the general suggestion was that each member of the commission would note the items they thought were important in dealing with this issue. He said it was previously discussed to take a "two-prong attack" —write an ordinance that would only allow parking in the driveway in the front yard or address the issue of parking in both the side and backyard too.

Commissioner Rossbach felt that items listed in the three approaches given in the staff report covered areas that he thought needed to be addressed. Some of his concerns were to clearly define vehicle, clearly define the parking area but not dictate that it must be concrete or asphalt (use hard surface or gravel), and screen any storage of these items in rear or side yards with 100 percent screening. Mr. Rossbach also thought it was important that the license plate be current. Mr. Rossbach was of the opinion that screening was more important than distance from a lot line. Commissioner Pearson mentioned that requiring an improved surface for storage or parking of a vehicle was discussed at the previous planning commission meeting.

Commissioner Frost asked about the regulations and definition of commercial vehicles. He noted that there was a residence in his neighborhood that had three vans used for commercial purposes parking in the driveway and the street, in addition to the cars used by the residents. Mr. Frost also mentioned a neighbor who has six people in the house and each person has at least one vehicle.

Commissioner Mueller commented that a blue tarp should probably not be allowed as screening. He also mentioned a very large recreational vehicle that is parked further down his street throughout the winter. Mr. Mueller said this is not a pleasant view and, therefore, he would like to have some regulations on the kind or size of recreational vehicle that can be parked in the residential area. Commissioner Rossbach thought that setting up an ordinance that addresses a vehicle which is not in the driveway and is completely screened would limit the size of the vehicle. If the recreational vehicle is parked in the driveway, this ordinance would not affect that. He mentioned a recreational vehicle and large snowmobile trailer in his neighborhood that are parked on a paved surface and would not be affected as such.

Chairperson Fischer described an instance in her neighborhood where a camper sat near the property line between a driveway and a lilac hedge and was hidden from street view by a large

pine tree. This screening was effective and presented no problem to the neighbors. Commissioner Ledvina felt that enforcing setback requirements would eliminate storage of very large recreational vehicles in front of garages, etc. Commissioner Tripler basically agreed with Mr. Rossbach and also spoke about limiting the amount of driveway allowable in a front yard. He proposed that the total area of a front yard of a single lot improved for parking and driveway purposes should not exceed 30 percent of the front yard area. Additionally, he recommended that the average width of the driveway should not be more than 25 feet wide.

Mr. Roberts said the driveway code was changed by the city council within the last couple years. He thought this change increased the driveway width at the right-of-way line from 22 feet to 32 feet. Mr. Tripler was agreeable to the 32 feet. Chairperson Fischer pointed out that the city has encouraged houses on major streets to have turnarounds. She felt the turnaround might create a problem on some of the existing minimal setbacks on lots that are narrower within the city. Commissioner Mueller would rather see a paved front yard than ruts in grass. Commissioner Rossbach thought neither a paved yard or ruts in the grass were good choices. He thought green space (grass) was necessary to absorb runoff and not have it all go to the street.

Commissioner Rossbach suggested saying "something like your driveway can't be bigger than the front of your garage." He was of the opinion that something could be set up in the ordinance that would limit how big the paved area could get without allowing the whole front yard to be paved. Mr. Rossbach felt the lots would lend themselves to what could be put on them. Chairperson Fischer suggested that paved and improved were not necessarily the same thing and described the difference. If the city is only going to allow a certain percentage of the front yard to be paved, Ms. Fischer felt an improved surface that is not impervious might have to be excluded. She thought this would also solve some of the runoff problem. Commissioner Pearson said this would be difficult to enforce. Commissioner Rossbach said this "sounded like sound reasoning."

Commissioner Frost referred to the St. Louis Park ordinance and said it made sense that a recreation vehicle over eight feet high, twenty-two feet long and 6,500 lbs. should not be parked in a residential lot. He also did not feel that these should be parked in a driveway but should be stored in a storage lot. Mr. Roberts said they are usually kept at the residence for security reasons. Commissioner Thompson mentioned vehicles that have the wheels removed. These would be inoperable and not allowed. He also did not like the idea of vehicles being stored in back lots and felt it would be difficult to screen them effectively. Mr. Thompson was of the opinion that regulating backyard storage would lead to violations that would almost be unenforceable.

Commissioner Rossbach believed that it would be adequate if the vehicle in the backyard was screened from the side and rear neighbors. He pointed out that the ordinance is not to deal with individual cases but would be a way for the city to resolve the many complaints it receives about storage of various vehicles. Commissioner Pearson did not think it should be so difficult to come up with a reasonable ordinance since there were other communities that have had suitable ordinances in effect for some time.

Mr. Roberts indicated that St. Louis Park had expressed some difficulty in enforcing its ordinance. Melinda Coleman, director of community development, said this was a very unpopular ordinance and many people are still outraged by it. She preferred that Maplewood take a "more simpler" approach and start out by trying a conservative ordinance to begin with. Ms. Coleman said that weight and size restrictions irritate the residents. She thought it was best to address the front yard parking problem and, if allowing storage in the backyard, require screening. Ms. Coleman advised that a public participation process should be considered before writing a more complex ordinance.

Commissioner Pearson thought some of the excessive parking is the result of operating a business in a residential zone. He mentioned that many times vehicles parked in the street overnight are not being ticketed. Commissioner Mueller summarized the various aspects of the proposed ordinance and commented that he liked the size restriction on recreational vehicles. His opinion was that if you could afford the vehicle, you probably could afford a place to store it.

Commissioner Ledvina liked the fact that St. Louis Park identified a purpose for their ordinance. He also was in agreement with one sample ordinance that required a parking setback of five feet from the curb. He thought this could be extended to ten feet. Chairperson Fischer cautioned that this might be a problem in some older sections of Maplewood that have smaller setbacks. Melinda Coleman felt the ordinance should include some type of "escape clause" so that the city council or planning commission could allow a conditional use permit for extenuating circumstances.

Commissioner Rossbach suggested reading the list of concerns and having the commissioners indicate their agreement by raising their hand. Commissioner Tripler noticed the restriction on outdoor storage of fish houses on residential lots in one of the sample ordinances. He was in favor of this because he had to look at a neighbor's fish house for four years. Staff indicated that Maplewood has not received complaints on these houses. Commissioner Thompson has observed a trailer full of trash and a diesel tractor frequently parked near Mr. Mueller's house. He felt the neighbors were either afraid or reluctant to complain and so the problem continues. Commissioner Rossbach saw this as a "relief valve" where the neighbors might not care and the city primarily responds on a complaint basis.

Chairperson Fischer hoped that an ordinance would solve more problems than it creates. Commissioner Thompson requested that, after all the thoughts were compiled, the commission would have an opportunity to look at the ordinance from the point of view that each person possesses. He felt there was substantial difference in the backyard storage viewpoints. Chairperson Fischer recalled a previous instance where the HRA asked for specific direction from the city council on a truth-in-housing ordinance. She suggested that the commission might also want this same type of guidance from the council on this ordinance.

Commissioner Rossbach understood that the planning commission was to put together a list of concerns they felt should be addressed in an ordinance. This would be taken to the city council for their review and then staff would write an ordinance based on the direction of the council. Mr. Roberts urged that, if the ordinance is written, time be allotted to advertise and invite the public to a planning commission or city council meeting to discuss the provisions of it.

Commissioner Frost questioned the response to a White Bear Lake ordinance that prohibits the parking of motor vehicles, recreational equipment and vehicles in the front yard. Ms. Coleman hadn't heard if this was an issue in White Bear but said it is not that "atypical" to not allow any parking in front of the house other than in the driveway. Mr. Frost said it was very simple to keep it out of the front yard and then screen it on the side and back yard. Chairperson Fischer requested that, if an ordinance limits the amount of impervious surface, it should include an "escape hatch" for narrower lots so families with more vehicles could meet the intent of the code.

Commissioner Rossbach moved the Planning Commission table the residential parking ordinance to allow staff to prepare a summary.

Commissioner Frost seconded.

Ayes— all