

AGENDA

MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, July 14, 1997
Council Chambers, Municipal Building
Meeting No. 97-13

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES

1. Minutes of Meeting 97-12 (June 23, 1997)

E. APPROVAL OF AGENDA

EA. PRESENTATIONS

1. National Night Out

F. 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. There will be no separate discussion on these items. 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. Change Order for Phase One Construction of Wakefield Park
3. Arcade Street and Highwood Avenue Jurisdiction Resolution
4. Disposal of Surplus Property
5. MDG Building CUP Review (1387 Cope Avenue)
6. Schroeder Milk CUP review (2080 Rice Street)
7. Preliminary Plat Review - Woodlynn Heights Townhomes 7 and 8 (Woodlynn Avenue)
8. Preliminary Plat Time Extension - Goff's Maplevue Fifth Addition (Duluth Street)
9. Marketing Contract for Jeff Carver & Associates
10. Non-Union Compensation Study
11. Proposed Settlement - L.E.L.S. Sergeants
12. Budget Transfer
13. Amended Joint Powers Agreement for Ramsey County GIS Users Group

G. PUBLIC HEARINGS

1. Century Avenue Improvements, Project 95-11 (4 Votes)_____

H. AWARD OF BIDS

NONE

I. UNFINISHED BUSINESS

1. Carey Addition (Carey Heights Drive)
Lot Area Variance _____
Preliminary Plat _____
Zoning Map Change (F to R-1) _____
2. U.S. West Telecommunications Tower (500 Carlton Street)
Conditional Use Permit _____
Design Review _____
3. Merit Chevrolet Building Addition (2695 Brookview Drive)
Conditional Use Permit _____
Design Approval _____

J. NEW BUSINESS

1. Code Change - Hours of Operation
2. Hill-Murray Athletic Field Conditional Use Permit Review (2625 Larpenteur Avenue)
3. Goodrich Golf Dome Conditional Use Permit Review (1815 Van Dyke Street)
4. Dorland Road Retaining Wall
5. Londin & Mailand Bituminous Overlay, Project 97-07
6. Skillman Overlay - Project 97-08
7. Third Quarter 1997 Charitable Gambling Requests
8. Liquor License Fee Increase
9. Liquor License on Ballot
10. Maplewood Athletic Association Field Upgrade

K. VISITOR PRESENTATIONS

L. COUNCIL PRESENTATIONS

1. _____
2. _____
3. _____
4. _____

M. ADMINISTRATIVE PRESENTATIONS

1. _____
2. _____
3. _____

N. ADJOURNMENT

MINUTES OF MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, June 23, 1997
Council Chambers, Municipal Building
Meeting No. 97-12

A. CALL TO ORDER

A regular meeting of the City Council of Maplewood, Minnesota was held in the Council Chambers, Municipal Building, and was called to order at 7:00 P.M. by Mayor Bastian.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL:

Gary W. Bastian, Mayor	Present
Sherry Allenspach, Councilmember	Present
Dale H. Carlson, Councilmember	Present
Marvin C. Koppen, Councilmember	Present
George F. Rossbach, Councilmember	Present

D. APPROVAL OF MINUTES:

1. Minutes of Council/Manager Workshop, June 2, 1997

Councilmember Allenspach moved to approve the minutes of the Council/Manager Workshop of June 2, 1997 as presented.

Seconded by Councilmember Rossbach Ayes - all

2. Minutes of Meeting 97-11, (June 9, 1997)

Councilmember Rossbach moved to approve the minutes of Meeting No. 97-11 (June 9, 1997) as presented.

Seconded by Councilmember Carlson Ayes - all

E. APPROVAL OF AGENDA:

Mayor Bastian moved to approve the Agenda as submitted.

Seconded by Councilmember Carlson Ayes - all

EA. APPOINTMENTS/PRESENTATIONS

1. Fire Department Award

MOVED TO FOLLOW F. CONSENT AGENDA

E. CONSENT AGENDA:

Councilmember Rossbach moved, seconded by Councilmember Allenspach; ayes - all, to approve the Consent Agenda, Items F-1 thru F-5, as recommended:

1. Approval of Claims

Approved the following claims:

<u>ACCOUNTS PAYABLE:</u>	\$ 84,231.92	Checks #7104-#7111 Dated 6-2-97
	\$ 186,541.55	Checks #32063-#32216 Dated 6-10-97
	\$ 32,949.31	Checks #7112-#7115 Dated 6-5-97 thru 6-6-97
	\$ 190,605.92	Checks #32219-#32335 Dated 6-17-97
	\$ 494,338.70	Total Accounts Payable
<u>PAYROLL:</u>	\$ 282,453.70	Payroll Checks and Direct Deposits dated 6-13-97
	\$ 47,461.88	Payroll Deduction Checks #59291-#59304 Dated 6-13-97
	\$ 329,915.16	Total Payroll
	\$ 824,253.86	GRAND TOTAL

2. Surplus Property

Declared as surplus equipment and authorized disposal at State auction of two 1/2 ton Chevrolet pick-ups, City Units 512 and 649 with mileage in excess of 120,000, which have been replaced and are no longer needed.

3. 1996-1997 HRA Annual Report

Accepted with thanks the Housing and Redevelopment Authority Annual Report of March 1996 - February 1997.

4. Crestview Forest Townhomes CUP Review (Sterling and Mailand)

Reviewed and renewed for three months the Conditional Use Permit for the Crestview Forest Townhomes along Sterling Street, south of Mailand Road.

5. Heather Ridge CUP Review (Ariel Street and Highway 36)

Reviewed and renewed for one year the Conditional Use Permit for the Heather Ridge office complex currently under construction at Ariel Street and Highway 36.

EA. APPOINTMENTS/PRESENTATIONS

1. Fire Department Award

- a. Manager McGuire gave the specifics of the award to the Council.
- b. Linda Westrom, a representative from Senator Rod Grams office, presented an award to the East County Line, Parkside and Gladstone/Maplewood Fire Department recognizing their efforts in consolidating to the Municipal Fire Department.

G. PUBLIC HEARINGS

1. 7:00 P.M. (7:08 P.M.): Ramsey/Washington Watershed Storm Water Facility (Century and Margaret)
 - a. Mayor Bastian convened the meeting for a public hearing regarding a proposal by the Ramsey/Washington Metro Watershed District to build a storm water treatment facility on the northwest corner of Century and Margaret Avenues.
 - b. Manager McGuire introduced the staff report.
 - c. Director of Community Development Coleman presented the specifics of the report.
 - d. Commissioner Lorraine Fischer presented the Planning Commission report.
 - e. Boardmember Marv Erickson presented the Community Design Review Board report.
 - f. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:
Cliff Aichinger, representing the Ramsey/Washington Metro Watershed District
 - g. Mayor Bastian closed the public hearing.

Conditional Use Permit

- h. Councilmember Koppen introduced the following Resolution and moved its adoption:

97 - 06 - 64

CONDITIONAL USE PERMIT - STORM WATER TREATMENT FACILITY

WHEREAS, Cliff Aichinger, representing the Ramsey/Washington Metro Watershed District, has requested a conditional use permit to build a storm water treatment facility.

WHEREAS, this permit applies to property on the northwest corner of Century and Margaret Avenues. The legal description is:

Lots 9 and 10, Block 2, Farrell's Addition in
Section 36, TN 29, R 22.

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

1. On June 2, 1997, the Planning Commission recommended that the City Council approve this permit.
2. On June 23, 1997, 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 run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city. The Director of Community Development may approve minor changes.
2. The proposed construction must be substantially started within one year of Council approval or the permit shall become null and void. The Council may extend this deadline for one year.
3. The City Council shall review this permit in one year.

Seconded by Councilmember Carlson

Ayes - Mayor Bastian, Councilmembers
Allenspach, Carlson, Koppen
Nays - Councilmember Rossbach

Design Approval

- i. Councilmember Koppen moved to approve the plans dated May 19, 1997, for the proposed storm water treatment facility on the northwest corner of Century and Margaret Avenues, based on the findings required by the City Code and the developer doing the following:
 1. Repeat this review in two years if the City has not issued a building permit for this structure.

2. Complete the following before the City issues a building permit:
 - a. Submit a grading, drainage, utility and erosion control plan to the City Engineer for approval. The erosion control plan shall comply with ordinance requirements.
 - b. Submit to City staff a certificate of survey for the property.
3. Complete the following before occupying the building:
 - a. Replace property irons that the construction or contractor removes.
 - b. Restore and sod damaged boulevards.
 - c. Install all required landscaping, paving and an address on the building.
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 150% of the cost of the unfinished work.
5. All work shall follow the approved plans. The Director of Community Development may approve minor changes.

Seconded by Councilmember Carlson

Ayes - Mayor Bastian, Councilmembers
Allenspach, Carlson, Koppen
Nays - Councilmember Rossbach

2. 7:15 P.M. (7:32 P.M.) Merit Chevrolet Building Addition

- a. Mayor Bastian convened the meeting for a public hearing regarding a proposal by Merit Chevrolet to build a 5,250-square-foot addition onto the southeast corner of their building at 2695 Brookview Drive.
- b. Manager McGuire introduced the staff report.
- c. Director of Community Development Coleman presented the specifics of the report.
- d. Commissioner Fischer presented the Planning Commission report.
- e. Boardmember Erickson presented the Community Design Review Board report.
- f. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Roger Bortnem, General Manager, Merit Chevrolet
 Tom Brudvig, Attorney representing Tracey Hajek, 2685 Brookview Drive
 Donald Yettman, Union representative for Merit Chevrolet employees
 John Filler, 2666 Brookview Drive
 Joseph Korba, 2659 Brookview Drive
 Roger Bortnem, General Manager, Merit Chevrolet
 Darwin Lindahl, Architect for Merit Chevrolet
 Tom Brudvig, Attorney representing Tracey Hajek, 2685 Brookview Drive
 Joseph Korba, 2659 Brookview Drive
 Tracey Hajek, 2685 Brookview Drive
 Roger Bortnem, General Manager, Merit Chevrolet
 Darwin Lindahl, Architect for Merit Chevrolet

g. Mayor Bastian closed the public hearing.

Conditional Use Permit
Design Approval

h. Councilmember Carlson moved to table this item until July 14, 1997 to give Merit Chevrolet time to review and revise the submitted plan.

Seconded by Councilmember Koppen

Ayes - all

3. 7:30 P.M.: Amusement City Conditional Use Permit Review (1870 Rice Street)

a. Mayor Bastian convened the meeting for a public hearing regarding a review of the conditional use permit allowing operation of a driving range at Amusement City, 1870 Rice Street.

b. Manager McGuire introduced the staff report.

c. Director of Community Development Coleman presented the specifics of the report.

d. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Dan Betts, 1870 Rice Street, Amusement City
Jerry Anderson, 1908 Rice Street (appeared twice)

e. Mayor Bastian closed the public hearing.

f. Councilmember Carlson introduced the following resolution to suspend the Conditional Use Permit until a public hearing is called.

97 - 06 - 65

AMENDING CONDITIONAL USE PERMIT - AMUSEMENT CITY

WHEREAS, The City Council approved a conditional use permit for an amusement facility at 1870 Rice Street on November 17, 1977 and amended it to include the addition of a driving range on April 25, 1994.

WHEREAS, the property owners and operators of the driving range have violated City code and City Council conditions as they relate to the driving range site and operation.

WHEREAS, this permit applies to the following described property:

EISENMENGER AND ZASPEL'S LAKE PARK, RAMSEY CO., MINN., SUBJECT TO ST AND AVE AND VAC STS AND ALLEYS ACCRUING, THE FOL A TRACT LYING NWLY OF S00 LINE RY R/W OF THE FOL; LOTS 4 THRU 10 BLK 1, LOT 7 BLK 2, LOTS 5 THRU 32 BLK 4, LOTS 12 THRU 25 BLK 6 AND ALL OF BLK 3.

AND

EISENMENGER AND ZASPEL'S LAKE PARK, RAMSEY CO., MINN., SUBJECT TO HWY THE FOL VAC ALLEY ACCRUING AND LOTS 33 THRU LOT 39 BLK 4.

AND

EISENMENGER AND ZASPEL'S LAKE PARK, RAMSEY CO., MINN. VAC ST AND ALLEY ACCRUING AND LOTS 1 THRU 4 BLK 4.

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

1. The City Council held a public hearing on June 23, 1997. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council revise the above-described conditional use permit to suspend the operation of the driving range portion of this amusement facility, because:

1. There have been numerous complaints about damage from the driving range because of golf balls hit onto Roselawn Avenue.
2. The owners/operators of the driving range have been storing vehicles on the driving range in violation of City ordinance and City orders to remove them.
3. The owners/operators of the driving range have not complied with the City Council's requirements that they:
 - a. Increase the height of the netting to 65 feet along the north side of the driving range.
 - b. Aim the tee boxes, where practical, toward the southeast corner of the driving range.
 - c. Cease storing vehicles on the driving range.
 - d. Provide verification that the business is using only low trajectory golf balls.
 - e. Submit a statement indicating how they will process claims for damages.

The suspension shall be in effect until a public hearing has been held and the suspension by City Council ended. The conditional use permit for the remainder of the facility is still in effect. The property owner shall comply with the following revised conditions of approval:

1. Comply with the approved site plan dated November 30, 1993, with the exception of the driving range which is hereby terminated.
2. Maintain the following site improvements:
 - a. A reflectorized stop sign at the Rice Street driveway.
 - b. A striped parking lot with at least 94 parking spaces as shown on the approved plan. The applicant shall have four handicap parking stalls and handicap-parking signs for each stall. There shall be at least one van-accessible space. (Americans with Disabilities Act requirement)
 - c. A trash dumpster enclosure for any outside trash dumpsters.
 - d. Direct or shield the lights so the bulbs are not directly visible from any public street. (code requirement)

Seconded by Councilmember Allenspach Ayes - all

H. AWARD OF BIDS

6-23-97

1. Bituminous Seal Coat - Project 97-11
 - a. Manager McGuire introduced the staff report.
 - b. Director of Public Works Haider presented the specifics of the report.
 - c. Councilmember Carlson moved to accept the bid of Allied Blacktop based on their complete bid of \$13,510.80 for Project 97-11, Bituminous Seal Coating.

Seconded by Councilmember Koppen

Ayes - all

I. UNFINISHED BUSINESS

NONE

J. NEW BUSINESS

1. Ariel Street - Project 96-20, Joint Powers Agreement
 - a. Manager McGuire introduced the staff report.
 - b. Director of Public Works Haider presented the specifics of the report.
 - c. Councilmember Carlson moved to approve a joint powers agreement with North St. Paul for the reconstruction of Ariel Street from Eleventh Avenue to County Road C and authorized the appropriate officials to execute the document.

Seconded by Mayor Bastian

Ayes - all

2. Gervais Avenue, Project 96-02, Easement Agreement
 - a. Manager McGuire introduced the staff report.
 - b. Director of Public Works Haider presented the specifics of the report.
 - c. Councilmember Rossbach moved to direct staff to pursue the acquisition of the easements for the ponding area and existing storm sewer at 1616 Gervais Avenue, with the acquisition cost being equal to the assessment amount of \$26,600 and the cost of the surveyed legal description of said easements, not to exceed \$1,000.

Seconded by Councilmember Carlson

Ayes - all

3. Gervais Avenue, Project 96-02, Change Order No. 1
 - a. Manager McGuire introduced the staff report.

- b. Director of Public Works Haider presented the specifics of the report.
- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.
- d. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 06 - 66

DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT
PROJECT 96-02, GERVAIS AVENUE, BARCLAY TO KENNARD - CHANGE ORDER 1

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvement Project 96-02, Gervais Avenue, Barclay Street to Kennard Street, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Improvement Project 96-02, Change Order 1:

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the Mayor and City Clerk are hereby authorized and directed to modify the existing contract by executing said Change Order 1 in the amount of \$(9,544.29). The revised contract amount is \$360,182.96.

The Finance Director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project. The project budget is unchanged.

Seconded by Councilmember Koppen

Ayes - all

4. White Bear Avenue Improvements, Project 89-21, Easement Agreement

- a. Manager McGuire introduced the staff report.
- b. Director of Public Works Haider presented the specifics of the report.
- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.
- d. Councilmember Carlson moved to authorize staff to file whatever documents that are necessary to accept the Commissioners opinion of value of \$63,000 in the condemnation hearings for the portion needed from Wendy's property at County Road D and White Bear Avenue, and further to authorize payment of the award from the project budget.

Seconded by Councilmember Koppen

Ayes - all

5. Century Avenue Improvements, Project 95-11, Schedule Public Hearing
 - a. Manager McGuire introduced the staff report.
 - b. Director of Public Works Haider presented the specifics of the report.
 - c. Councilmember Carlson introduced the following Resolution and moved its adoption:

97 - 06 - 67

CALLING FOR PUBLIC HEARING - PROJECT 95-11, CENTURY AVENUE

WHEREAS, the City Council for the City of Maplewood has held a public hearing with reference to the improvement of Century Avenue, North of Highwood Avenue, City Project 95-11, by construction of bituminous street, concrete curb and gutter, storm sewer, and miscellaneous improvements, and

WHEREAS, pursuant to Resolution 96-06-75, the City Council ordered the improvement hearing described, and

WHEREAS, in excess of one year's time has elapsed since the ordering of the improvement and a contract has not been let for the improvement, and

WHEREAS, the scope of the improvement has been reduced from the original feasibility report.

NOW, THEREFORE, BE IT RESOLVED by the City of Maplewood, Minnesota, as follows:

1. The City Council accepts that the proposed improvements on Century Avenue, North of Highwood Avenue, City Project 95-11, by construction of bituminous street, concrete curb and gutter, storm sewer, and miscellaneous improvements is still feasible and should best be made as revised, per the City Engineer's recommendation.
2. The Council will consider the aforesaid improvement in accordance with the reports and the assessment of benefited property for all or a portion of the cost of the improvement according to MSA Chapter 429, at an estimated total cost of the improvement of \$686,382.00.
3. A public hearing will be held in the Council Chambers of the City Hall at 1830 East County Road B on Monday, the 14th day of July, 1997, at 7:00 P.M. to consider said improvement. The City Clerk shall give mailed and published notice of said hearing and improvement as required by law.

Seconded by Councilmember Rossbach

Ayes - all

K. VISITOR PRESENTATIONS

NONE

L. COUNCIL PRESENTATIONS

NONE

M. ADMINISTRATIVE PRESENTATIONS

NONE

N. ADJOURNMENT

10:00 P.M.

Karen Guilfoile, City Clerk

PROCLAMATION

WHEREAS, the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime and drug prevention program on August 5, 1997, called "National Night Out;" and

WHEREAS, the "13th Annual National Night Out" provides a unique opportunity for Maplewood to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, Maplewood plays a vital role in assisting the Police Department through joint crime and drug prevention efforts in Maplewood and is supporting "National Night Out 1997" locally; and

WHEREAS, it is essential that all citizens of Maplewood be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs, and violence in Maplewood; and

WHEREAS, police-community partnerships and neighborhood safety and awareness and cooperation are important themes of the "National Night Out" program;

NOW, THEREFORE, I call upon all citizens of Maplewood to join the Police Department and the National Association of Town Watch in supporting the "14th Annual National Night Out" on August 5, 1997.

FURTHER, LET IT BE RESOLVED, that I, Gary Bastian, as Mayor and on behalf of the Maplewood City Council, do hereby proclaim

TUESDAY, AUGUST 5, 1997

as

NATIONAL NIGHT OUT

in the City of Maplewood, and urge all residents in joining with the City in celebration at City Hall and the Community Center campus.

Proclaimed this 14th day of July, 1997

Gary Bastian, Mayor

© 1995 7/5

7/5 11 66-11

AGENDA REPORT

TO: City Council
FROM: Finance Director *R. Oust*
RE: APPROVAL OF CLAIMS
DATE: July 7, 1997

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**

\$94,300.29	Checks #7116 thru #7120 dated 6-13-97
\$80,605.31	Checks #32338 thru #32470 dated 6-24-97
\$6,484.41	Checks #7121 thru #7129 dated 6-20-97 thru 6-26-97
\$290,413.76	Checks #32477 thru #32620 dated 7-1-97
\$146,608.92	Checks #7030 thru #7138 dated 6-30-97 thru 7-2-97
\$292,596.94	Checks #32623 thru #32710 dated 7-8-97
<hr/>	
\$911,009.63	Total Accounts Payable

PAYROLL:

\$288,284.46	Payroll Checks and Direct Deposits dated 6-27-97
\$47,131.26	Payroll Deduction check #59521 thru #59533 dated 6-27-97
<hr/>	
\$335,415.72	Total Payroll

\$1,246,425.35 GRAND TOTAL

Attached is a detailed listing of these claims.

rb
 Attachments

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
7116	06/13/97	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	474.00	474.00
7117	06/13/97	662251	NORWEST BANK MINNESOTA, N.A.	F.I.C.A. PAYABLE FEDERAL INCOME TAXES PAYABLE FICA CONTRIBUTIONS	15,191.49 30,894.50 15,191.49	61,279.48
7118	06/13/97	341706	HERITAGE BANK	WAGE DEDUCTION	500.00	500.00
7119	06/13/97	722200	P.E.R.A.	PERA DEDUCTION PAYABLE PERA CONTRIBUTIONS	14,108.84 17,905.97	32,014.81
7120	06/13/97	722200	P.E.R.A.	PERA DED PAY - KOPFEN PERA CONTRIB - KOPFEN	16.00 16.00	32.00
32338	06/24/97		DONALD CLEMENS	MAIL BOX & POST	53.54	53.54
32339	06/24/97		HUNT ELECTRIC	(10) REFUND ELEC PERMITS (10) REFUND SURTAX	150.00 5.00	155.00
32340	06/24/97		MERLE SCHANK	REFUND T-BALL REGIS	25.00	25.00
32341	06/24/97		KAREN CARDINAL	REFUND T-BALL REGIS	20.00	20.00
32342	06/24/97		LEE CLINTSMAN	REFUND T-BALL REGIS.	20.00	20.00
32343	06/24/97		ERVING CARLSON	REFUND T-BALL REGIS.	20.00	20.00
32344	06/24/97		STEPHEN SHEA	REFUND T-BALL REGIS	20.00	20.00
32345	06/24/97		CAROLE RONSBERG	REFUND T-BALL REGIS	30.00	30.00
32346	06/24/97		JEFF OLSON	REFUND T-BALL REGIS	20.00	20.00
32347	06/24/97		CHRISTOPHER BENTON	REFUND T-BALL REGIS	20.00	20.00
32348	06/24/97		SHERRIE KINMOUNTH	REFUND T-BALL REGIS	20.00	20.00
32349	06/24/97		CHRISTINA KRIZAK	REFUND T-BALL REGIS	20.00	20.00
32350	06/24/97		JEFF THOMAS	REFUND T-BALL REGIS	20.00	20.00
32351	06/24/97		TED KOBOLD	REFUND T-BALL REGIS	25.00	25.00
32352	06/24/97		LAURA WEGNER	REFUND T-BALL REGIS	20.00	20.00
32353	06/24/97		JOAN FELTON	REFUND T-BALL REGIS.	20.00	20.00
32354	06/24/97		BOBBIE ABRAHAMSON	REFUND T-BALL REGIS	20.00	20.00
32355	06/24/97		BRUCE ESTREM	REFUND T-BALL REGIS.	20.00	20.00

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32356	06/24/97		KRISTIE LOEHR	REFUND T-BALL REGIS	20.00	20.00
32357	06/24/97		COLLEEN VANWAGNER	REFUND T-BALL REGIS	25.00	25.00
32358	06/24/97		JAMES KOCH	REFUND T-BALL REGIS.	20.00	20.00
32359	06/24/97		JERRY PERTZSCH	REFUND T-BALL REGIS	20.00	20.00
32360	06/24/97		MARY GAMACHE	REFUND T-BALL REGIS	20.00	20.00
32361	06/24/97		TOM FREMONT	REFUND T-BALL REGIS.	20.00	20.00
32362	06/24/97		CRAIG FLOEN	REFUND T-BALL REGIS	25.00	25.00
32363	06/24/97		CHRISTINE VANDERHAYDEN	REFUND T-BALL REGIS	20.00	20.00
32364	06/24/97		JOE DUELLMAN	REFUND T-BALL REGIS	20.00	20.00
32365	06/24/97		TERRIL TOLZIEN	REFUND T-BALL REGIS	20.00	20.00
32366	06/24/97		JANET HAFNER	REFUND T-BALL REGIS	25.00	25.00
32367	06/24/97		DIANA GREEN	REFUND T-BALL REGIS	20.00	20.00
32368	06/24/97		JOSEPH MOREY	REFUND T-BALL REGIS	25.00	25.00
32369	06/24/97		BARBARA TEVLIN	REFUND T-BALL REGIS	20.00	20.00
32370	06/24/97		DEBRAH MEYER	REFUND T-BALL REGIS	25.00	25.00
32371	06/24/97		BRIAN THOMPSON	REFUND T-BALL REGIS	25.00	25.00
32372	06/24/97		ELLEN SCOTTE	REFUND T-BALL REGIS	20.00	20.00
32373	06/24/97		JOHN TRIECHEL	REFUND T-BALL REGIS	20.00	20.00
32374	06/24/97		KATIE CASHMAN	REFUND T-BALL REGIS	20.00	20.00
32375	06/24/97		REBECCA THELEN	REFUND T-BALL REGIS	20.00	20.00
32376	06/24/97		MARTIN VERHULST	REFUND T-BALL REGIS	20.00	20.00
32377	06/24/97		ROY KREISER	REFUND T-BALL REGIS	20.00	20.00
32378	06/24/97		MARK WILSON	REFUND T-BALL REGIS	20.00	20.00
32379	06/24/97		DIANE DUFRENZE	REFUND ADMISSION	8.00	8.00
32380	06/24/97		TRUDY PETERSON	KARATE REFUND	21.00	21.00
32381	06/24/97		KELLY SAUER	REFUND SWIM LESSONS	27.00	27.00

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32382	06/24/97		MRS. CODY	KARATE REFUND	62.50	62.50
32383	06/24/97		WILLIAM BRINKER	JUNE ACH-REFUND	30.00	30.00
32384	06/24/97		NATALIE KISTNER	REFUND MAY ACH	30.00	30.00
32385	06/24/97		TYANNE HITCHCOCK	ACH REFUND	30.00	30.00
32386	06/24/97		MARK LANDSTROM	ACH REFUND	80.00	80.00
32387	06/24/97		JOHN WING	ACH REFUND	40.00	40.00
32388	06/24/97		WENDY YOUNG	REFUND 3 ON 3 BASKETBALL	40.00	40.00
32389	06/24/97		SACHIN MATHUR	MEMBERSHIP REFUND	131.52	131.52
32390	06/24/97	010000	3M CLUB SYMPHONY ORCHESTRA	CONCERT FEES - APRIL 20	129.27	129.27
32391	06/24/97	010575	ACE HARDWARE	PICK HANDLE, PADLOCK	21.83	21.83
32392	06/24/97	010830	ADRIAN, SCOTT	REIMBURSE OF OFFICE SUPPLIES LUNCH FIRE MARSHALL MONTHLY MT	32.98 26.44	32.98 26.44
32393	06/24/97	020410	AIRTOUCH CELLULAR	CELLULAR PHONE BILL	20.18	20.18
32394	06/24/97	020565	ALEXANDER BATTERIES	PORTABLE RADIO BATTERY	50.30	50.30
32395	06/24/97	061100	BANNIGAN & KELLY P.A.	MAY SERVICES MAY SERVICES MAY SERVICES	691.25 427.50 403.75	691.25 427.50 9,522.50
32396	06/24/97	071090	BERNARD J MULCAHY CO., INC.	1413 2" 1/2HP PUMP CLO-CIR 1413 2" 1/2HP PUMP CLO-CIR	995.19 995.19	995.19 1,990.38
32397	06/24/97	071450	BIFFS	SATELLITE SERVICE	141.78	141.78
32398	06/24/97	080925	BOARD OF WATER COMMISSIONERS	1830 1902 1177 1530 2501 63 1685 1845 1980 2100	45.97 17.68 5.30 17.68 5.30 5.30 5.30 4.98 11.62 1,432.00	45.97 17.68 5.30 17.68 5.30 5.30 5.30 4.98 11.62 1,551.13
32399	06/24/97	081230	BOYER TRUCK PARTS	KIT, SAL 99 CLUTCH ASY	54.99 467.28	54.99 522.27
32400	06/24/97	091270	BROWN'S ICE CREAM CO.	MDSE. FOR RESALE	76.60	76.60

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32401	06/24/97	101500	BURNETT, BETH & MORLEY	REF OF PA EQUIP/AEROBIC ROOM	254.85	254.85
32402	06/24/97	180100	D.C.A., INC.	DENTAL CLAIMS	2,791.40	2,791.60
32403	06/24/97	181800	DAVIES WATER EQUIP. CO.	GATE VALVE TOP & BOX RISERS	355.64	355.64
32404	06/24/97	181852	DAVIS LOCK & SAFE	CHG SAFE COMBO SERVICE CALL INSTALL NEW CABINET LOCKS	69.50 495.60	565.10
32405	06/24/97	230280	E.L. REINHARDT COMPANY INC.	PADLOCKS FOR POLICE DEPT	25.67	25.67
32406	06/24/97	235000	ELK RIVER CONCRETE PRODUCTS	CONCRETE	2,815.43	2,815.43
32407	06/24/97	240750	ENGINEERING REPRO SYSTEMS	35MM APERTURE/PINK SECUR CARDS	110.47	110.47
32408	06/24/97	280101	FOREST PRODUCTS SUPPLY CO.	WOOD TRIM - PD DEPT WOOD TRIM - PD CONF ROOM	24.92 35.41	60.33
32409	06/24/97	290310	FRY, PATRICIA	LUNCH/PARKING VEHICLE ALLOWANCE	12.58 4.16	18.74
32410	06/24/97	300500	G & K SERVICES	UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING SUPPLIES - JANITORIAL MAT SERVICE MAT SERVICE UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING SUPPLIES - JANITORIAL UNIFORMS & CLOTHING MAT SERVICE UNIFORMS & CLOTHING UNIFORMS & CLOTHING UNIFORMS & CLOTHING UNIFORMS & CLOTHING	10.09 5.50 32.44 28.84 20.34 17.25 41.27 49.60 13.71 4.00 9.99 4.00 9.99 4.00 4.00 32.53 30.24 20.71 22.85 83.71 80.12 58.84 27.21	607.23
32411	06/24/97	301070	GALL'S, INC.	FINGERPRINT KIT	51.98	51.98
32412	06/24/97	301650	GENERAL OFFICE PRODUCT	FLIPPER DOOR/TASK LIGHT COMPUTER BUDDY CART	495.23 214.26	709.49
32413	06/24/97	310650	GOPHER DISPOSAL	MAY RECYCLING	15,518.97	15,518.97

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32414	06/24/97	320245	GRAFIX SHOPPE	RED REFLECTIVE LETTERING 1" TALL FULL COLOR EMBLEM	279.97 325.69	605.66
32415	06/24/97	340110	HEJNY RENTALS, INC	TILLER RENTAL	45.40	45.40
32416	06/24/97	341900	HEWITT, JOEL	FIREFIGHTER MEAL - 6/17/97	135.47	135.47
32417	06/24/97	351300	HORSNELL, JUDITH	VEHICLE ALLOWANCE	140.11	140.11
32418	06/24/97	351400	HORNATH, THOMAS	TREE INSPECTIONS	4,080.00	4,080.00
32419	06/24/97	351610	HOWARD R. GREEN COMPANY	MPLWD LIFT STAT 7 REHAB 96-17	4,441.07	4,441.07
32420	06/24/97	380190	ICMA CONFERENCE REGISTRATION	REGISTRATION FEE-ICMA CONF	435.00	435.00
32421	06/24/97	380470	I.P.M.A.	FIREFIGHTER EXAMS, STUDY GUIDES	301.50	301.50
32422	06/24/97	400750	JACKSON, MARY	MEALS & LODGING @ training session VEHICLE ALLOWANCE	112.45 101.36	213.81
32423	06/24/97	410310	KARIS, FLINT	MEALS AT BCA SCHOOL	19.76	19.76
32424	06/24/97	410370	KATH	MIRROR HEAD, MINIATURE LAMP	68.68	68.68
32425	06/24/97	430300	KNOWLAN'S SUPER MARKETS, INC.	GROCERIES/PROGRAM SUPPLIES	28.78	28.78
32426	06/24/97	459050	LANIER WORLDWIDE	REPAIRS & MTNCE./EQUIPMENT	101.85	101.85
32427	06/24/97	460800	LESCO, INC.	MAINT MAT 24-00-11	197.03	197.03
32428	06/24/97	480740	LOW COST MOVING CO.	MOVE & RELOCATE LIC DEPT FILES	485.00	485.00
32429	06/24/97	500650	M.R.P.A.	MRPA WORKSHOP REG - B ANDERSON	45.00	45.00
32430	06/24/97	510100	MAPLE LEAF OFFICIALS ASSN.	FMT OF SPORTS OFFICIALS	30.00	30.00
32431	06/24/97	511300	MARTIN-MC ALLISTER	PERSONNEL EVAL-ACM CANDIDATES	600.00	600.00
32432	06/24/97	511750	MAUTZ PAINT CO.	PAINT FOR CITY HALL STEP LADDER, PAINT ROLLER HEADS	90.78 114.01	204.79
32433	06/24/97	530500	MENARDS	STOVE LIGHTERS, CHECK VALVE, GAL	29.27	29.27
32434	06/24/97	530730	METRO ATHLETIC SUPPLY	EQUIP BAGS, BATS, BASE/SOFT BALL	632.98	632.98
32435	06/24/97	531920	MICHAEL'S STORES INC.	SUPPLIES/EQUIP-CARVER GYM	158.74	158.74
32436	06/24/97	540175	MIDWEST COCA-COLA BOTTLING CO.	COKE COKE	205.00 10.00	215.00
32437	06/24/97	570090	MOGREN BROS.	SOD, BLACK DIRT	43.11	

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				WOOD CHIPS	25.17	
				10 YDS BLACK DIRT/GRASS SEED	313.38	381.66
32438	06/24/97	640550	NELSON, JEAN	VEHICLE ALLOWANCE	27.44	27.44
32439	06/24/97	660090	NORTH HIGH ALUMNI CHOIR	CONCERT FEES - MAY 30	114.05	114.05
32440	06/24/97	660900	NORTH STAR TURF, INC.	SHAFT, KEY-JAC FUEL TANK CAP	31.95 17.02	48.97
32441	06/24/97	661181	NORTHERN AIRGAS	OXYGEN, NITROUS OXIDE, CYLINDE	529.68	529.68
32442	06/24/97	661755	NORTHERN STATES POWER	1177	494.51	
				2501	340.08	
				1830	7,766.72	
				1830	1,429.42	
				2701	9.17	
				2725	153.00	
				2725	10.83	10,203.93
32443	06/24/97	661905	NORTHRUP, DAN	REFUND GRADING ESCROW REFUND GRADING ESCROW	1,000.00 1,000.00	1,000.00
32444	06/24/97	690600	OLYMPIC POOLS, INC.	POOL LIGHT, GASKETS, LIGHT BULBS GRATES, BRACKETS, SEALS, O-RINGS	453.35 357.67	811.02
32445	06/24/97	700860	PARADICE	ICE ICE ICE	18.00 28.80 28.80	75.60
32446	06/24/97	712260	POOLSIDE	TANK PART, STRAINER, O-RING	80.42	80.42
32447	06/24/97	742760	RAY ALLEN MANUFACTURING CO INC	K-9 REPLACEMENT SLEEVE USE TAX	22.01 1.84	27.85
32448	06/24/97	750550	REINHART INSTITUTIONAL FOODS	MDSE. FOR RESALE	289.25	289.25
32449	06/24/97	761302	ROBERT JOHNSON ASSOCIATES	COMM HEARING PROJECT 89-21	1,544.66	1,544.66
32450	06/24/97	761600	EDNS PRINTING	HEATING PERMIT FORMS	144.77	144.77
32451	06/24/97	770050	RYAN PLUMBING & HEATING CO.	RFR LEAK ON METER	611.60	611.60
32452	06/24/97	780300	S&T OFFICE PRODUCTS INC.	CHAIR SURGE PROTECTOR, PENS, MARKERS MECH. PENCIL, LEAD STAPLER, PENCIL, ERASER, LEAD POCKET RUBBER STAMP KIT, HIGHLIGHTER 3-OUTLET ELECTRICAL STRIP	388.64 10.56 7.05 66.61 39.87 47.17 46.52	606.42

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32453	06/24/97	780375	SRE CONSULTING GROUP, INC.	CONSULTING; WAKEFIELD PARK	3,008.77	3,008.77
32454	06/24/97	780600	SAM'S CLUB DIRECT	MISC JANITORIAL SUPPLIES	141.02	141.02
32455	06/24/97	800075	SEARS	TOOL BOX	41.40	41.40
32456	06/24/97	820600	SNAP-ON TOOLS	24 VOLT TESTER, TERM PAD TOOL CIRCUIT TESTER, BRAKE TOOL, SCRA SMALL TOOLS	45.38 122.78 51.50	219.66
32457	06/24/97	830250	SOKKIA MEASURING SYSTEMS	SDR 31 CASE WHISKERS, RIBBON, CRAYONS	31.95 77.90	109.85
32458	06/24/97	842503	STATE OF MINNESOTA-CPV PROGRAM	ANNUAL MEMBERSHIP	350.00	350.00
32459	06/24/97	843331	STIEN, MARY	VARIOUS VEHICLE ALLOWANCE	88.76	88.76
32460	06/24/97	843537	STRATUS COMPUTER, INC.	SEPT 96 MAINT CHARGE OCT 1996 MAINT CHARGE	1,145.00 1,145.00	2,290.00
32461	06/24/97	843575	STREICHER'S PROF. POLICE EQUIP	CODE 3 MTX STRIKE FORCE LIGHT MX7000 LIGHTBAR & INSTALLATION	350.00 852.00	1,202.00
32462	06/24/97	850395	SUNRAY AUTO PARTS	FILTERS	25.75	25.75
32463	06/24/97	860305	T.J.T. - SHIRTS	SHORTS LIFEGUARD SHIRTS	425.00 575.00	1,000.00
32464	06/24/97	861685	THOMALLA, DAVID	TUITION REIMBURSEMENT BALANCE	202.14	202.14
32465	06/24/97	862668	TICKET STOP, INC.	TICKETS	349.00	349.00
32466	06/24/97	880270	TRAFFIC ENGINEERING SERVICES	FIGURE 8'S, TES MAGNETS	49.25	49.25
32467	06/24/97	890910	U.S. WEST DIRECT	YELLOW PAGES ADVERTISING	71.60	71.60
32468	06/24/97	900100	UNIFORMS UNLIMITED	SHORT SLEEVE SHIRT, CORP. CHEV. NECK TIES, BELT, S.S. SHIRT NAME TAGS NAVY BLUE SHIRT SHORT SLEEVE SHIRTS, BELT SHIRTS, PANTS BELT SHORT SLEEVE SHIRT ROCKY BOOTS (SUMMER) GUN BELT PANTS, BELT	33.50 62.41 14.23 28.75 98.05 110.02 27.00 28.75 80.05 56.50 87.01	626.27
32469	06/24/97	900180	U.S. POSTAL SERVICE	REPLENISH POSTAGE METER	3,000.00	3,000.00
32470	06/24/97	901300	UPPER MIDWEST SALES CO.	TRASH CAN LINERS, DEODERANT	420.55	

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51
52
53
54
55
56
57

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				CLEANING SUPPLIES	347.64	
				CLEANING SUPPLIES	327.42	
				MULTI-CLEAN LEMON	73.80	
				LEMON DISINFECTANT	78.60	
				TRASH CAN LINERS, TOWELS	173.51	1,421.52
				TOTAL CHECKS		174,905.60

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
7121	06/20/97	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	404.00	404.00
7122	06/23/97	071470	BIG WHEEL ROSSI	TRUCK FLOOR MATS	42.78	42.78
7123	06/24/97		GAYE NOWICKI	HOCKEY SKILLS CAMP REFUND	80.00	80.00
7124	06/25/97	700450	PERA	P/R DEDUCTED IN JUNE FOR JULY	321.00	321.00
7125	06/25/97	900274	UNITED WAY OF THE ST. PAUL	2ND QUARTER DUE	875.70	875.70
7126	06/26/97	861614	THE DRAMA KIDS	INSTRUCTOR FEES - DRAMA PROG	750.00	750.00
7127	06/26/97	081100	BODINE, RENEE Petty Cash for City	REIMBURSE PETTY CASH	7.25	
				REIMBURSE PETTY CASH	5.75	
				REIMBURSE PETTY CASH	5.07	
				REIMBURSE PETTY CASH	5.00	
				REIMBURSE PETTY CASH	10.64	
				REIMBURSE PETTY CASH	3.00	
				REIMBURSE PETTY CASH	3.50	
				REIMBURSE PETTY CASH	7.35	
				REIMBURSE PETTY CASH	9.38	
				REIMBURSE PETTY CASH	12.60	
				REIMBURSE PETTY CASH	11.15	
				REIMBURSE PETTY CASH	17.32	
				REIMBURSE PETTY CASH	8.78	
				REIMBURSE PETTY CASH	5.54	
				REIMBURSE PETTY CASH	12.74	
				REIMBURSE PETTY CASH	14.33	
				REIMBURSE PETTY CASH	7.77	
				REIMBURSE PETTY CASH	10.39	
				REIMBURSE PETTY CASH	19.24	
				REIMBURSE PETTY CASH	9.20	
				REIMBURSE PETTY CASH	2.85	
				REIMBURSE PETTY CASH	5.00	
				REIMBURSE PETTY CASH	6.23	
				REIMBURSE PETTY CASH	1.91	201.99
7128	06/26/97	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	334.00	334.00
7129	06/26/97	541440	MINN. STATE TREASURER STAX	MAY SURTAX	3,499.94	
				MAY SURTAX	25.00	3,474.94
32477	07/01/97		KAY SEXTON	PROGRAM CANCELATION	2.00	2.00
32478	07/01/97		CHRISTINE BRINKMAN	PROGRAM CANCELATION	6.00	6.00
32479	07/01/97		ANANTH SHANKAR	SOCCER REGIS. REFUND	20.00	20.00
32480	07/01/97		LAURA KASCHMITTER	REFUND SOCCER REGISTRATION	25.00	25.00
32481	07/01/97		TOM FREMONT	SOCCER REGISTRATION REFUND	20.00	20.00

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32492	07/01/97		ABHA ELLIS	REFUND SOCCER REGISTRATION	20.00	20.00
32483	07/01/97		CONNIE SHAND	SOCCER REGIS. REFUND	20.00	20.00
32484	07/01/97		CARMEN TOMASZEWSKI	YTH. SOCCER REFUND	20.00	20.00
32485	07/01/97		CHARLENE LAUMER	YTH. SOCCER REFUND	20.00	20.00
32486	07/01/97		RICK HUEFFMEIER	YTH. SOCCER REFUND	25.00	25.00
32487	07/01/97		ERIK LERFALD	YTH. SOCCER REFUND	20.00	20.00
32488	07/01/97		MARY D'KEEFE	YTH. SOCCER REFUND	25.00	25.00
32489	07/01/97		KIM ESCH	YTH. SOCCER LEAGUE REFUND	20.00	20.00
32490	07/01/97		KURT GEISER	YTH. SOCCER REFUND	20.00	20.00
32491	07/01/97		MAREE GEORGE	YTH. SOCCER REFUND	20.00	20.00
32492	07/01/97		BRIAN SINN	YTH. SOCCER REFUND	20.00	20.00
32493	07/01/97		JEFF LUPELOW	YTH. SOCCER REFUND	20.00	20.00
32494	07/01/97		KATHY BOTHWELL	HOCKEY SKILLS CAMP REFUND	10.00	10.00
32495	07/01/97		PATTY KAISER	HOCKEY SKILLS CAMP REFUND	20.00	20.00
32496	07/01/97		RICHARD RYAN	HOCKEY SKILLS CAMP REFUND	60.00	60.00
32497	07/01/97		RAMESH KUMAR	BADMITTON REFUND	13.00	13.00
32498	07/01/97		MEDICA CHOICE (ATTN:MARY A.)	DUP. PYMT ON ACCT. 704033	570.90	570.90
32499	07/01/97		BRENDA BLANA	REFUND - SWIM LESSONS	36.00	36.00
32500	07/01/97		ST PAUL PUBLIC SCHOOLS	REFUND - GROUP ADMISSIONS	12.00	12.00
32501	07/01/97		BETTY HERLUND	REFUND-SCIENCE MUSEUM CLASS	78.00	78.00
32502	07/01/97		MRS. WAGNER	REFUND - SWIM LESSONS	32.00	32.00
32503	07/01/97	010464	A T & T WIRELESS SERVICES	CELL PHONE SERVICE	42.45	
				CELL PHONE SERVICE	178.31	
				CELL PHONE SERVICE	22.52	
				MONTHLY CHARGES	61.77	
				MONTHLY CELL CALLS	20.68	
				MONTHLY CELL CALLS	160.69	
				CELL PHONE CALLS	54.45	
				CELL PHONE CALLS	21.78	
				MONTHLY CHARGES	28.68	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				CELL PHONES 5/16-6/15/97	129.43	720.76
32504	07/01/97	010575	ACE HARDWARE	SANDING DISCS,SANDING BELTS	13.96	
				BACK-UP WASHER, RIVET	5.35	19.31
32505	07/01/97	020870	ALLIED MEDICAL ACCOUNT CONTROL	COLLECTION AGENCY FEES	1,146.54	1,146.54
32506	07/01/97	020885	ALPHA BITS	ENTERTAINMENT/MID SUMMER NIGHT	170.00	170.00
32507	07/01/97	021200	AMERICAN FASTENER OF MN, INC.	HARDWARE	44.99	
				HEX NUTS,WASHERS,PLUGS	40.38	85.37
32508	07/01/97	021215	AMERICAN FLAGPOLE & FLAG CO.	6 AMERICAN FLAGS	270.00	270.00
32509	07/01/97	021250	AMERICAN LINEN SUPPLY	RUG SERVICE	19.17	
				MAT SERVICE	15.98	
				MAT SERVICE	22.47	
				MAT SERVICE	27.07	
				MAT SERVICE	22.47	107.16
32510	07/01/97	030660	ANIMAL CONTROL SERVICES, INC.	BOARDING SERVICES	989.72	989.72
32511	07/01/97	041500	ASPEN MILLS	FIRE DEPT UNIFORMS	9,744.50	9,744.50
32512	07/01/97	060090	BCA/FORENSIC SCIENCE LAB	INTOXILYZER 5000 SERIES	600.00	600.00
32513	07/01/97	060100	BCA/TRAINING & DEVELOPMENT	FEES FOR POLICE OFFICER TRAIN	320.00	
				TUITION:KARIS & HALWEG	240.00	560.00
32514	07/01/97	061600	BARR ENGINEERING CO.	PROFESSIONAL SERVICES	2,371.56	
				PROFESSIONAL SERVICES	94.50	2,466.06
32515	07/01/97	061906	BAUER BUILT	TIRE, WHEEL	110.38	
				1 1/4" VALVE STEMS	11.72	
				24ULSS BATTERIES	71.53	193.63
32516	07/01/97	071301	BEST WESTERN KELLY INN	ROOM CHARGES FOR LMC CONFER.	408.09	
				ROOM CHARGES FOR LMC CONFER.	587.10	
				ROOM CHARGES FOR LMC CONFER.	199.58	
				ROOM CHARGES FOR LMC CONFER.	202.91	1,397.68
32517	07/01/97	081250	BRAD RAGAN INC.	Parts - vehicle repair	528.77	528.77
32518	07/01/97	091260	BROWNING-FERRIS INDUSTRIES	BIO HAZARDOUS WASTE REMOVAL	96.00	96.00
32519	07/01/97	110250	CALIBRE PRESS, INC.	FIRE W/CONFIDENCE TRAIN VIDEO	132.50	132.50
32520	07/01/97	120400	CEMSTONE PRODUCTS CO.	SET GROUT	346.68	346.68
32521	07/01/97	120515	CENTRAL STORES	BATTERIES,PAPER,CLIP BOARD	246.02	
				PENCILS, PAPER	14.75	260.77

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32522	07/01/97	131100	CHIPPEWA SPRINGS LTD	BOTTLED WATER	158.26	158.26
32523	07/01/97	151365	COMPUSA	ELINK III TP ONLY	338.67	
				SALES TAX PBL. OUT OF STATE	20.67	318.00
32524	07/01/97	153100	COURT ADMINISTRATOR	CONDEMNATION AWARD	28,500.00	28,500.00
32525	07/01/97	170250	CUSTOM FIRE	REPAIR TO ENG 194	3,182.00	3,182.00
32526	07/01/97	170900	D & D TOWING SERVICE INC.	TOW FOR SQUAD 950	31.95	31.95
32527	07/01/97	180985	DANKO EMERGENCY EQUIPMENT CO.	REPAIR FLASHLIGHT SWITCH	47.00	
				SHIPPING	4.20	51.20
32528	07/01/97	190040	DEAN JOHNSON CONST	REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	22.60	1,022.60
32529	07/01/97	190210	DENNIS SMITH SELF ESTEEM INST	YOUTH VIOLENCE CONF-MELANDER	185.00	185.00
32530	07/01/97	190400	DEPT. OF NATURAL RESOURCES	50 YEAR LIC WATERWAY CROSSING	260.00	260.00
32531	07/01/97	240375	EMERGENCY APPARATUS MAINT.	REPAIR OF TANKER 4	2,829.33	
				RPR RESCUE #1	66.25	
				RPR GRASS #1	446.57	
				RPR LADDER #1	137.13	3,479.28
32532	07/01/97	240380	EMERGENCY MEDICAL PRODUCTS INC	2 DOZEN BAGS	33.90	
				HEAD SUPPORT	187.80	
				SHIPPING	3.14	224.84
32533	07/01/97	280700	FRANKLIN QUEST	SEMINAR	159.00	159.00
32534	07/01/97	300500	G & K SERVICES	UNIFORMS & CLOTHING	32.51	
				SUPPLIES - JANITORIAL	29.89	
				UNIFORMS/SHIRTS & PANTS	61.22	
				UNIFORMS & CLOTHING	79.11	
				UNIFORMS & CLOTHING	49.71	
				UNIFORMS & CLOTHING	20.71	
				SUPPLIES - JANITORIAL	8.95	
				FEES FOR SERVICE	13.90	
				UNIFORMS & CLOTHING	27.21	323.21
32535	07/01/97	310150	GONYEA HOMES	REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	66.58	
				REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	13.01	
				REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	7.95	
				REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	37.95	
				REFUND OF GRADING ESCROW	1,000.00	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				REFUND OF GRADING ESCROW	74.52	
				REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	6.99	
				REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	33.84	
				REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	58.77	
				REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	28.49	9,328.10
32536	07/01/97	310680	GOPHER STAGE LIGHTING	LAMP	659.24	
				SAFETY CABLE	25.56	684.80
32537	07/01/97	320200	GRACE, DUANE	PERMITS, PROJECTS	4,874.55	4,874.55
32538	07/01/97	320266	GRAINGER	VOLTAGE DETECTORS	35.58	
				12 PAIR WORK GLOVES	20.31	55.89
32539	07/01/97	320298	GREENE ESPEL, PLLP	LEGAL SERV-OAKDALE VS MPLWD	1,166.00	1,166.00
32540	07/01/97	330100	HAIDER, KENNETH G.	CEAM SUMMER MEETING	15.00	15.00
32541	07/01/97	330310	HARWOOD CREEK LUMBER, INC.	BUNDLES 36" LATH	106.50	106.50
32542	07/01/97	340110	HEJNY.RENTALS, INC	24' #1 TRUCK	135.12	135.12
32543	07/01/97	410155	K.D. HOMES	REFUND OF GRADING ESCROW	1,000.00	
				REFUND OF GRADING ESCROW	7.40	1,007.40
32544	07/01/97	410280	KAR PRODUCTS	DISC., DISC. HOLDER	127.52	127.52
32545	07/01/97	410370	KATH	PLUGS, DISC PADS	104.56	
				CREDIT MEMO	20.47	
				AUTO PROD	15.66	
				RAILS, TAILGATE	110.20	
				LONG BOX	74.54	
				STD DR-473 DIST CAP & ROTOR	139.04	423.53
32546	07/01/97	410443	KELLY, KEVIN	LUNCH-FIRE MARSHALS MTG	6.34	
				FLASHLIGHT HOLDER FOR BELT	16.32	
				FLOOR MATS	13.83	36.49
32547	07/01/97	420150	KINKO'S CUSTOMER ADM SERVICES	11 X 17 COLOR COPIES	31.74	31.74
32548	07/01/97	430300	KNOWLAN'S SUPER MARKETS, INC.	PUNCH, COFFEE, CANDY	12.07	12.07
32549	07/01/97	456500	LANDMARK INC.	11091 REFUND GRADING ESCROW	1,024.93	
				11183 REFUND GRADING ESCROW	1,000.00	
				11183 REFUND GRADING ESCROW	7.95	2,032.88
32550	07/01/97	459500	LAVAQUE, MIKE	JUROR MILEAGE	12.96	12.96

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32551	07/01/97	460750	LEONARD, O'BRIEN, WILFORD,	LITIGATION-ROW APPRAISAL	1,514.50	1,514.50
32552	07/01/97	510500	MAPLEWOOD BAKERY	BIRTHDAY CAKES	55.00	55.00
32553	07/01/97	530500	MENARDS	BRUSHES, MINERAL SPIRITS	34.90	34.90
32554	07/01/97	530560	MERIT CHEVROLET	MOTOR KIT	85.04	85.04
32555	07/01/97	540175	MIDWEST COCA-COLA BOTTLING CO.	POP	188.95	188.95
32556	07/01/97	542130	MINNESOTA ELEVATOR, INC.	CAR KEYSWITCH REPAIR	30.25	30.25
32557	07/01/97	542455	MINNESOTA SHREDDING LLC	DOCUMENT SHREDDING	119.88	119.88
32558	07/01/97	570090	MOGREN BROS.	SOD	29.18	29.18
32559	07/01/97	570112	MOORE BUSINESS PRODUCTS DIV	PROPERTY ID LABELS	318.38	318.38
32560	07/01/97	620600	MUSKA LIGHTING CENTER	SPL 64457 LAMPS	274.55	274.55
32561	07/01/97	630090	N.Y.S.C.A.	NYSCA MEMBERSHIP FEES	210.00	210.00
32562	07/01/97	630215	NAME BANK	DIRECT MAIL POSTAGE	198.05 90.56	288.61
32563	07/01/97	640830	NEXT CENTURY TECHNOLOGIES, INC	MEMORY SIMM MOD MEMORY MOD	244.06 97.98	342.04
32564	07/01/97	660800	NORTH ST. PAUL CITY OF	1902 2100 UTILITIES UTILITIES	1,739.55 218.89 208.39 178.05	2,344.88
32565	07/01/97	661181	NORTHERN AIRGAS	OXYGEN FITTINGS MEDICAL OXYGEN MEDICAL OXYGEN	127.80 160.13 76.89	364.82
32566	07/01/97	661450	NORTHERN FRAMES & GALLERY	FRAME CITY HALL	21.28	21.28
32567	07/01/97	661600	NORTHERN HYDRAULICS, INC.	AXEL BOLT KIT	13.83	13.83
32568	07/01/97	661755	NORTHERN STATES POWER	98 1677 2516 63	92.36 90.66 9.33 47.36	239.71
32569	07/01/97	663302	NOW SPORTS, INC. MAPLEWOOD	BIKE PARTS FOR BIKE PATROL	22.02	22.02
32570	07/01/97	670950	NYSTROM PUBLISHING COMPANY INC	CITY NEWSLETTER	1,327.44	1,327.44
32571	07/01/97	690600	OLYMPIC POOLS, INC.	SHAFT SLEEVE	96.61	96.61

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32572	07/01/97	710800	PET CONNECTION	RABBIT PELLETS,LIGHT BULBS	24.22	24.22
32573	07/01/97	712115	POLAR CHEVROLET GEO	KNOB 4-1997 1/2 TON CHEV TRUCKS	3.24 61,633.64	61,636.88
32574	07/01/97	720759	PRAIRIE RESTORATIONS, INC.	PARK PLANTINGS	1,961.70	1,961.70
32575	07/01/97	720762	PRECISION LANDSCAPE & TREE INC	TREE REMOVAL AT NATURE CTR	468.60	468.60
32576	07/01/97	720763	PREFERRED BUILDERS INC.	REFUND GRADING ESCROW 10739 REFUND GRADING ESCROW 10739 REFUND GRADING ESCROW 11074 REFUND GRADING ESCROW 11074	1,000.00 31.78 1,000.00 16.85	2,048.63
32577	07/01/97	722300	PUMP AND METER SERVICE, INC.	REPLACEMENT KEY	10.63	10.63
32578	07/01/97	740560	R.L.S. SPORTSWEAR INC.	FIRE FIGHTER T-SHIRTS & SWEATS	3,319.65	3,319.65
32579	07/01/97	741200	RAINBOW FOODS	PAPER TOWELS,TOOTSIE ROLLS,SMA	35.01	35.01
32580	07/01/97	741600	RAMSEY COUNTY	DATA PROCESSING SERVICES DATA PROCESSING SERVICES DATA PROCESSING SERVICES DATA PROCESSING SERVICES POSTAL VERIFICATION CARDS	1.38 262.28 2.85 201.67 64.08	532.26
32581	07/01/97	742535	RATNER STEEL SUPPLY	ROUND HR 5/8 X 20"	27.39	27.39
32582	07/01/97	742540	RATWIK, ROSZAK & MALONEY, P.A.	APRIL SERVICES	10,053.38	10,053.38
32583	07/01/97	750550	REINHART INSTITUTIONAL FOODS	BUNN COFFEE MACHINE/CITY HALL	201.18	201.18
32584	07/01/97	761300	ROADRUNNER	P/U DEL. TAX ADVANCE	32.05	32.05
32585	07/01/97	762501	RUTTGER'S SUGAR LAKE LODGE	ROOM DEPOSIT FOR SHERRIE LE	79.00	79.00
32586	07/01/97	780300	S&T OFFICE PRODUCTS INC.	POST-IT'S,PENS,LABELS,INK SUPPLIES - OFFICE SUPPLIES - OFFICE TAPE, TABS, CALCULATOR SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE CREDIT ON RET'D OFFICE SUPPLIE	162.72 12.85 16.50 83.66 158.01 47.19 55.11 101.52 38.19 20.66 30.42	665.99
32587	07/01/97	780330	SCS INTERACTIVE	HANDWHEEL USE TAX	98.24 5.99	92.25

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32588	07/01/97	780600	SAM'S CLUB DIRECT	TRASH BAGS, SPRAY BOTTLES	131.99	131.99
32589	07/01/97	780625	SARATOGA CO.	PRINTER, INTERFACE CARD	265.36	265.36
32590	07/01/97	780730	SAUNDERS, SARAH	SUPPLIES FOR MEDIC TRAINING	37.00	37.00
32591	07/01/97	800075	SEARS	LEVEL, TAPE MEASURE, SQUARE	64.92	64.92
32592	07/01/97	820129	SIGNS BY NORTHLAND	6"X6" SIGN	34.55	34.55
32593	07/01/97	820152	SIMONSON, JUSTIN	TUITION WSI	37.50	37.50
32594	07/01/97	820460	SLOBA, JAKE	FACE PAINTING/MID SUMMER NIGHT	50.00	50.00
32595	07/01/97	831400	SPARTAN PROMOTIONAL GROUP INC.	PROMO WATER BOTTLES	508.88	
				SHIRTS FOR NEIGHBORHOOD VOL	591.64	1,100.52
32596	07/01/97	840405	ST. PAUL, CITY OF	REPAIR VARDA ALARMS	89.00	
				REPAIR SIREN CONTROLS	108.04	
				REPAIR SIREN CONTROLS	1,790.16	
				BEEBE ROAD PUMP STATION REPAIR	89,815.84	
				CRIME LAB SERVICES	332.00	
				PARAMEDIC SUPPLIES	810.14	92,945.18
32597	07/01/97	842800	STATE SUPPLY COMPANY	WRENCHES	57.30	57.30
32598	07/01/97	843538	STRATUS COMP, INC.	JUNE MAINTENANCE CHARGE	1,803.00	1,803.00
32599	07/01/97	850320	SUBURBAN SPORTSWEAR, INC.	BASEBALL CAPS	115.50	
				SCREEN SET	18.00	
				ART CHARGE	19.00	
				DEMIN HENLEY SHIRTS	49.00	
				NAVY HENLEY SHIRTS	24.50	
				50/50 T-SHIRTS	34.75	
				SCREEN SET	14.00	274.75
32600	07/01/97	850395	SUNRAY AUTO PARTS	FILTERS	66.80	
				CREDIT MEMO	44.66	
				FILTER	6.01	28.15
32601	07/01/97	851575	SYSTEMS SUPPLY, INC.	DISKS	258.48	
				DISKS	98.19	
				DISKS	28.17	384.84
32602	07/01/97	860083	TAVS	INSTALL. OF CAMERA CONTROLLER	583.13	
				USE TAX	8.13	575.00
32603	07/01/97	860650	TARGET STORES-CSA A/R	BATTERIES (CAMERA)	42.56	
				VOLLEYBALL	31.94	
				18 FOLDERS, 5 VICKS VAPO RUB	20.04	
				KIDS GAMES	139.25	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				FANS, PUPPET WAGON	42.58	276.37
32604	07/01/97	860685	TATE, EARL & ANGEL & C. MOGREN	REFUND GRADING ESCROW 3852	8,200.00	
				REFUND GRADING ESCROW 3852	742.60	
				REFUND GRADING ESCROW 3852	1,000.00	
				REFUND GRADING ESCROW 3852	90.55	10,033.15
32605	07/01/97	860725	TAYLOR TECHNOLOGIES, INC.	HOURS PHONE SUPPORT	45.60	
				COURIER SERVICE	19.45	65.05
32606	07/01/97	861685	THOMALLA, DAVID	REIMBURSE FOR TUITION & BOOKS	203.01	203.01
32607	07/01/97	862661	THORSEN, COEN & COMPANY, LTD.	GLADESTONE FIRE DEPT 96 TAX	1,475.00	1,475.00
32608	07/01/97	880580	TRI-TECH, INC.	BALLISTIC SHIELD	1,684.51	
				SALES TAX PBL. OUT OF STATE	101.73	1,582.78
32609	07/01/97	880800	TRUCK UTILITIES MFG.	FENNER SWITCH	17.57	
				PADDLE LATCH	26.78	44.35
32610	07/01/97	880850	TRUGREEN-CHEMLAWN	WEED CONTRL-HAZELWOOD PARK	506.59	
				ROUTINE REPAIR	904.19	1,410.78
32611	07/01/97	881000	TURNQUIST INC.	Janitorial supplies	412.16	412.16
32612	07/01/97	881275	TWIN CITIES SERVICE CENTER	RADIO BATTERIES	129.40	129.40
32613	07/01/97	881400	TWIN CITY AREA	1997 ANNUAL MEMBERSHIP DUES	200.00	200.00
32614	07/01/97	881700	TWIN CITY GARAGE DOOR CO.	REPAIR GARAGE DOOR	304.22	304.22
32615	07/01/97	882000	TWIN CITY SAW & SERVICE CO	CHAIN SAW	340.00	
				BAR	39.99	
				CHAINS	31.98	
				BARNUTS	3.90	
				TAX	27.03	442.90
32616	07/01/97	882830	TWIN CITIES TRANSPORT & RECOVER	FLATBED TRANSPORT/ARMORED VEH.	79.88	79.88
32617	07/01/97	890600	U.H.L. CO. INC.	LABOR/MILEAGE FOR SERV 5/30/97	242.10	242.10
32618	07/01/97	900100	UNIFORMS UNLIMITED	BULLET PROOF VEST	550.00	
				BULLET PROOF VEST	450.00	
				PANTS, SHIRTS	171.67	
				BADGES	517.59	
				VEST	472.00	
				UNIFORMS & CLOTHING	436.20	
				UNIFORMS & CLOTHING	363.50	1,860.96
32619	07/01/97	901300	UPPER MIDWEST SALES CO.	SUPPLIES - JANITORIAL	4.80	
				GRAY SAFETY MAT	900.00	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				GRAY SAFETY MAT	1,500.00	
				GRAY SAFETY MAT	1,848.26	
				SUPPLIES - JANITORIAL	19.65	
				SUPPLIES - JANITORIAL	348.16	4,620.87
32620	07/01/97	910500	VASKO RUBBISH REMOVAL	TRASH REMOVAL	330.76	
				TRASH REMOVAL	230.82	
				TRASH REMOVAL	525.71	
				JULY RUBBISH REMOVAL	106.50	1,193.79
				TOTAL CHECKS		296,898.17

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
7130	06/30/97	662251	NORWEST BANK MINNESOTA, N.A.	F.I.C.A. PAYABLE	15,657.33	
				FEDERAL INCOME TAXES PAYABLE	31,095.69	
				FICA CONTRIBUTIONS	15,657.33	62,410.35
7131	06/30/97	943500	WISCONSIN DEPT. OF REVENUE	STATE INCOME TAX PAYABLE	611.97	611.97
7132	06/30/97	550150	MN BENEFIT ASSOCIATION	JUNE PREMIUM	126.48	126.48
7133	07/01/97	500650	M.R.P.A.	TOURN. ENTRY FEES	2,195.00	2,195.00
7134	07/01/97	330680	HEALTHPARTNERS	HCMA DEDUCTION PAY	3,458.16	
				HEALTH-LIFE-DENTAL INS.	15,007.91	
				A/R INSURANCE CONTINUANCE	1,776.27	20,242.34
7135	07/01/97	530100	MEDICA CHOICE	HCMA DEDUCTION PAY	3,502.70	
				HEALTH-LIFE-DENTAL INS.	20,530.80	
				A/R INSURANCE CONTINUANCE	3,186.00	27,219.50
7136	07/01/97	551100	MN MUTUAL LIFE INSURANCE	HCMA DEDUCTION PAY	286.10	
				LIFE INSURANCE PAYABLE	857.86	
				HEALTH-LIFE-DENTAL INS.	860.39	
				A/R INSURANCE CONTINUANCE	112.06	2,116.41
7137	07/02/97	722200	P.E.R.A.	PERA DEDUCTION PAYABLE	13,926.27	
				PERA CONTRIBUTIONS	17,728.60	31,654.87
7138	07/02/97	722200	P.E.R.A.	PERA 6-27-97 P/R	16.00	
				KOPPEN	16.00	32.00
32623	07/08/97		PEGGY STERN	REFUND FOR TURTLE TALES	6.00	6.00
32624	07/08/97		ST PAUL'S MONASTERY	REFUND TO PATIENT PREV. PAID	246.60	246.60
32625	07/08/97		PETCO	REFUND FOR DUPLICATE PYMT	25.00	25.00
32626	07/08/97		VALERIE STERZINGER	REFUND TENNIS REGISTRATION	35.00	35.00
32627	07/08/97		JOAN WURDEMAN	REFUND DAY CAMP	100.00	100.00
32628	07/08/97		JILL CHRISTIANSON	DRAMA CAMP REFUNDS	200.00	200.00
32629	07/08/97	010463	A T & T	L.D. BILLS	161.05	
				PERSONAL L.D.	13.74	174.79
32630	07/08/97	010480	AAGARD ENVIRONMENTAL SERVICES	TRASH REMOVAL	28.96	
				TRASH REMOVAL	29.23	
				TRASH REMOVAL STATION 5	51.80	
				TRASH REMOVAL	76.59	
				TRASH REMOVAL	20.34	206.92
32631	07/08/97	010575	ACE HARDWARE	PAINT & VARIOUS	267.88	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				GLOVES, PAINT, ROLLERS	452.44	
				MISC. SUPPLIES	364.08	
				MISC. SUPPLIES	493.72	
				MISC SUPPLIES	35.68	
				MISC SUPPLIES	5.35	1,621.15
32632	07/08/97	010830	ADRIAN, SCOTT	LUNCH FOR INTERVIEW PANEL	27.55	27.55
32633	07/08/97	010850	ADVANCE ACCEPTANCE CORPORATION	SPINNING BIKE LEASE	519.17	519.17
32634	07/08/97	020410	AIRTOUCH CELLULAR	CELL PHONE	27.72	27.72
32635	07/08/97	020885	ALPHA BITS	MID-SUMMER NIGHT CELEBRATION	170.00	
				ENTERTAINMENT;MID-SUMMER NIGHT	255.00	425.00
32636	07/08/97	030660	ANIMAL CONTROL SERVICES, INC.	BOARDING SERVICES	1,251.20	1,251.20
32637	07/08/97	042200	ASSOCIATED BUREAUS, INC.	PRIMARY LETTER PROGRAM	28.00	28.00
32638	07/08/97	061906	BAUER BUILT	TIRES	316.18	316.18
32639	07/08/97	080900	BOARD OF WATER COMMISSIONERS	1900	58.34	
				2001	42.43	
				1810	28.00	
				2659	44.20	172.97
32640	07/08/97	081150	BOHL, JOHN	K-9 HANDLER	35.00	
				LODGING & MEALS AT TRAINING	125.56	160.56
32641	07/08/97	081250	BRAD RAGAN INC.	ENGINE/RESCUE 3	610.52	610.52
32642	07/08/97	131734	CLARK, DAVID H	REPAIR MEDIC 3	175.00	175.00
32643	07/08/97	151365	COMPUSA	3 HP DESKJET 694C PRINTERS	972.65	
				3 HP DESKJET 694C PRINTERS	59.36	913.29
32644	07/08/97	151550	COMSTOCK AND SONS, INC.	PARK REPAIRS	1,630.00	1,630.00
32645	07/08/97	161200	CREATIVE KIDSTUFF	CLAY AND PAINT	32.96	32.96
32646	07/08/97	161245	CROMETT, MARK	MN STATE FIRE DEPT ASSOC CONF.	375.00	375.00
32647	07/08/97	180100	D.C.A., INC.	DENTAL CLAIMS	3,244.62	3,244.62
32648	07/08/97	180985	DANKO EMERGENCY EQUIPMENT CO.	RECHARGEABLE FLASHLIGHT	101.18	101.18
32649	07/08/97	210285	DON'S PAINT AND BODY SHOP	REPAIR SQUAD DAMAGE	4,788.15	4,788.15
32650	07/08/97	210860	DUELLMAN, KIRK	MN STATE FIRE DEPT ASSOC	375.00	375.00
32651	07/08/97	235005	ELLIOTT AUTO SUPPLY CO., INC.	PLUGS	72.42	72.42

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32652	07/08/97	240375	EMERGENCY APPARATUS MAINT.	REPAIR TANKER 4	257.24	257.24
32653	07/08/97	260290	FARMER BROS. CO.	DRY GOODS	237.48	237.48
32654	07/08/97	300500	G & K SERVICES	UNIFORMS & CLOTHING	83.71	83.71
32655	07/08/97	310240	GOOD VALUE HOMES	322 PARKVIEW LANE S	1,000.00	
				322 PARKVIEW LANE S	33.70	
				321 PARKVIEW LANE S	1,000.00	
				321 PARKVIEW LANE S	30.82	
				318 PARKVIEW LN S	1,000.00	
				318 PARKVIEW LN S	26.44	
				2341 LONDIN LN	1,000.00	
				2341 LONDIN LN	34.66	
				2329 LONDIN LN	1,000.00	
				2329 LONDIN LN	34.66	
				2323 LONDIN LN	1,000.00	
				2323 LONDIN LN	30.00	
				2317 LONDIN LN	1,000.00	
				2317 LONDIN LN	29.86	
				350 PARKVIEW LN S	1,000.00	
				350 PARKVIEW LN S	34.66	
				349 PARKVIEW LN S	1,000.00	
				349 PARKVIEW LN S	35.07	
				331 PARKVIEW LN S	1,000.00	
				331 PARKVIEW LN S	30.82	
				330 PARKVIEW LN S	1,000.00	
				330 PARKVIEW LN S	30.82	
				329 PARKVIEW LN S	1,000.00	
				329 PARKVIEW LN S	33.70	
				327 PARKVIEW LN S	1,000.00	
				327 PARKVIEW LN S	31.37	
				323 PARKVIEW LN S	1,000.00	
				323 PARKVIEW LN S	33.70	
				326 PARKVIEW LN S	1,000.00	
				326 PARKVIEW LN S	29.32	
				325 PARKVIEW LN S	1,000.00	
				325 PARKVIEW LN S	32.05	16,511.65
32656	07/08/97	330150	KEVIN HALWEG	MANAGEMENT TRAINING @ BCA	25.39	25.39
32657	07/08/97	340110	HEJNY RENTALS, INC	SOD CUTTER RENTAL	45.40	45.40
32658	07/08/97	380820	IKON OFFICE SOLUTIONS	COPIER LEASE	132.46	
				COPIER LEASE	33.12	165.58
32659	07/08/97	380860	IMPERIAL, INC.	DECAL NUMBER,ROLLER CHAIN	162.80	162.80
32660	07/08/97	400650	J.R.'S APPLIANCE DISPOSAL INC.	APPLIANCE RECYCLING	179.00	
				APPLIANCE RECYCLING	105.00	
				APPLIANCE RECYCLING	92.00	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				APPLIANCE RECYCLING	50.00	
				APPLIANCE RECYCLING	57.00	483.00
32661	07/08/97	401670	JOLLY TYME FAVORS	JULY 4TH BUNTING, FLAGS, BALLOON	71.19	71.19
32662	07/08/97	410370	KATH	OIL, FILTERS	26.62	
				OIL, FILTERS	5.12	
				OIL, FILTERS	9.91	
				COIL, DAY BELT	51.51	
				TRICO BLADE	33.23	
				MIRROR HEAD	149.92	
				OIL, FILTERS	14.60	
				FINANCE CHARGE	3.31	274.40
32663	07/08/97	420150	KINKO'S CUSTOMER ADM SERVICES	JULY 4TH POSTERS	2.98	2.98
32664	07/08/97	430300	KNOWLAN'S SUPER MARKETS, INC.	DRINKS, SODA, GRAPES	18.89	
				TRASH BAGS, VINEGAR, POP	24.03	42.92
32665	07/08/97	440750	KULSRUD, STEVE	3000 EDWARD ST N	1,000.00	
				3000 EDWARD ST N	42.74	1,042.74
32666	07/08/97	460000	LE, L. SHERRIE	LMC CONF.	10.00	
				LMC CONF.	39.20	49.20
32667	07/08/97	500800	M.T.I. DISTRIBUTING CO.	SPACER, BLADES	119.46	119.46
32668	07/08/97	501225	MAC QUEEN EQUIPMENT	BUSHINGS, BAFFLE STRIP	48.38	48.38
32669	07/08/97	510090	MAPLE HILLS GOLF COURSE	GOLF FEES FOR DAY CAMP PROG.	159.50	159.50
32670	07/08/97	510100	MAPLE LEAF OFFICIALS ASSN.	SOFTBALL OFFICIALS	6,842.00	6,842.00
32671	07/08/97	510500	MAPLEWOOD BAKERY	BIRTHDAY CAKES	137.50	137.50
32672	07/08/97	520490	MCGOVERN, JOHN L	TESTING FEES EMT	50.00	50.00
32673	07/08/97	520500	MCGUIRE, MICHAEL	CAR ALLOWANCE JULY	450.00	
				ROOM DEPOSIT ICMA CONF.	181.84	631.84
32674	07/08/97	531150	METRO FIRE, INC.	BOOT FIREBREAKER	89.00	89.00
32675	07/08/97	531400	METRO SALES INC.	PARTS, SERVICE CALL	883.06	883.06
32676	07/08/97	531650	METROPOLITAN COUNCIL	JULY SEWAGE SERVICE	201,344.00	201,344.00
32677	07/08/97	532560	MICRON ELECTRONICS, INC	PENTIUM 200 MHZ PC	2,298.18	2,298.18
32678	07/08/97	542130	MINNESOTA ELEVATOR, INC.	ELEVATOR SERVICE CONTRACT	83.70	83.70
32679	07/08/97	542200	3M	HSRA-4BC-48" APPLICATOR	3,335.58	

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR ALL PERIODS

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				WHITE SIGN MATERIAL	1,022.44	
				WHITE SIGN MATERIAL	222.85	4,580.87
32680	07/08/97	660900	NORTH STAR TURF, INC.	SWITCH W/BRACKET	98.70	98.70
32681	07/08/97	661755	NORTHERN STATES POWER	1200	4.71	
				1600	4.71	
				2500	3.14	
				1830	4,811.18	
				1902	258.04	
				1900	187.64	
				345	69.20	
				510	92.93	
				980	27.19	
				1315	162.12	
				1457	11.35	
				1501	123.32	
				1698	50.21	
				1751	155.16	
				1775	162.39	
				1839	98.04	
				1850	141.36	
				1910	173.40	
				1981	163.91	
				2258	145.47	
				2276	108.73	
				2358	180.96	
				2464	260.07	
				2880	146.61	
				2925	207.60	
				2981	197.96	
				2991	196.42	
				618	8.76	
				1662	10.61	
				1685	29.26	
				1810	18.34	
				1810	483.69	
				1845	29.72	
				2401	8.20	
				2659	286.24	
				741	10.20	
				1035	366.99	
				1080	170.01	
				1401	335.11	
				1882	95.57	
				1985	344.46	10,340.98
32682	07/08/97	700675	PAKOY, GENE	INSPECTIONS	5,640.05	
				INSPECTIONS	7,050.07	
				INSPECTIONS	7,050.07-	5,640.05

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32683	07/08/97	700735	PALMA, STEVEN T	K-9 HANDLER HOTEL AND MEALS	35.00 143.66	178.66
32684	07/08/97	701420	FAVELICH, MARK	MN STATE FIRE DEPT ASSOC CONF.	331.60	331.60
32685	07/08/97	711360	PETERSON, RICHARD A	MN STATE FIRE DEPT ASSOC CONF.	375.00	375.00
32686	07/08/97	711373	PETERSON, THEODORE E.	MN STATE FIRE DEPT ASSOC CONF.	351.25	351.25
32687	07/08/97	720756	PRAIRIE MOON NURSERY	GRASSES & PLANTS GRASSES SEED, SHIPPING	224.49 9.58	234.07
32688	07/08/97	720759	PRAIRIE RESTORATIONS, INC.	PARK PLANTINGS & SALES TAX GRASS/WILDFLOWER PLANT-PW MAIN	105.15 2,900.00	3,005.15
32689	07/08/97	720763	PREFERRED BUILDERS INC.	REFUND BLDG PERMIT 11177 REFUND BLDG PERMIT 11177	1,059.25 65.00 458.63 950.00 150.00 1,020.00	4,702.88
32690	07/08/97	722295	PULSTAR DISTRIBUTING INC.	ANTENNA	23.37	23.37
32691	07/08/97	741200	RAINBOW FOODS	POP, NAPKINS, ETC. POP, NAPKINS, ETC.	13.49 32.67	46.16
32692	07/08/97	742180	RAMSEY-WASHINGTON	95-12 MAPLEWOOD STORMWATER PRJ	2,702.56	2,702.56
32693	07/08/97	761300	ROADRUNNER	NYSTROM PUB., RINGHOFFER	39.65	39.65
32694	07/08/97	780600	SAM'S CLUB DIRECT	SNACKS, PLATES CANDY CANDY	69.75 423.83 229.41	722.99
32695	07/08/97	840405	ST. PAUL, CITY OF	COST FOR FLOODINGS	195.00	195.00
32696	07/08/97	841725	STAFNE, GREGORY	REGISTRATION FEES	18.00	18.00
32697	07/08/97	843575	STREICHER'S PROF. POLICE EQUIP	EMERGENCY LIGHTS FOR FIRE MARS SWITCH UNIT	59.53 69.17	128.70
32698	07/08/97	843800	SUBCO INC.	SUBWAY SANDWICHES	74.55	74.55
32699	07/08/97	850320	SUBURBAN SPORTSWEAR, INC.	STAFF SHIRTS 45 SHIRTS 45 SHIRTS PLUS ART WORK 45 SHIRTS PLUS ART WORK 45 SHIRTS PLUS ART WORK	145.00 100.00 100.00 60.00 40.00	445.00

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
32700	07/08/97	850340	SUMMIT INSPECTION SERVICES LTD	INSPECTIONS	4,080.60	
				INSPECTIONS	5,100.75	
				INSPECTIONS	5,100.75-	4,080.60
32701	07/08/97	850395	SUNRAY AUTO PARTS	CREDIT MEMO	40.39-	
				WIX FILTER	111.99	71.60
32702	07/08/97	860650	TARGET STORES-CSA A/R	HANGING FILE CASE	10.64	
				TARP, BUNGE CORDS	15.97	
				TAX	1.04	27.65
32703	07/08/97	860681	TARTAN ICE ARENA	ICE ARENA RENTAL	1,469.76	1,469.76
32704	07/08/97	861614	THE DRAMA KIDS	CAMP WEEK II	875.00	875.00
32705	07/08/97	881700	TWIN CITY GARAGE DOOR CO.	BALANCE OWING ON INV. 032359A	36.00	36.00
32706	07/08/97	890900	U.S.WEST COMMUNICATIONS	PAY PHONES	388.28	
				PAY PHONE 776-9110	67.10	455.38
32707	07/08/97	890979	UNITED WASTE SYSTEM OF MN	RUBBISH REMOVAL GLADSTONE F.D.	34.64	34.64
32708	07/08/97	900100	UNIFORMS UNLIMITED	VEST	550.00	550.00
32709	07/08/97	901300	UPPER MIDWEST SALES CO.	MISC JANITORIAL SUPPLIES	516.87	516.87
32710	07/08/97	931300	WALSH, WILLIAM P.	COMMERCIAL PLUMBING, INSPEC.	240.00	
				COMMERCIAL PLUMBING, INSPECTIO	300.00	
				COMMERCIAL PLUMBING, INSPECTIO	300.00-	240.00
TOTAL CHECKS						439,205.86

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	06/27/97	ALLENSPACH, SHERRY	320.00
DIRECT DEPOSIT	06/27/97	CARLSON, THERESE	1,749.18
DIRECT DEPOSIT	06/27/97	BODINE, RENEE	1,186.62
DIRECT DEPOSIT	06/27/97	FAUST, DANIEL F	2,939.11
DIRECT DEPOSIT	06/27/97	ANDERSON, CAROLE J	786.11
DIRECT DEPOSIT	06/27/97	DEHN, DEBORAH	1,357.82
DIRECT DEPOSIT	06/27/97	HANGSLEBEN, RICHARD	1,883.66
DIRECT DEPOSIT	06/27/97	KLAGER, WENDY	1,498.62
DIRECT DEPOSIT	06/27/97	BEHM, LOIS	933.83
DIRECT DEPOSIT	06/27/97	CARLE, JEANETTE E	1,365.50
DIRECT DEPOSIT	06/27/97	JAGOE, CAROL	1,304.50
DIRECT DEPOSIT	06/27/97	OLSON, SANDRA	808.19
DIRECT DEPOSIT	06/27/97	POWELL, PHILIP	1,450.24
DIRECT DEPOSIT	06/27/97	ALDRIDGE, MARK	1,676.37
DIRECT DEPOSIT	06/27/97	BECKER, RONALD D	2,136.63
DIRECT DEPOSIT	06/27/97	BOHL, JOHN C	2,131.88
DIRECT DEPOSIT	06/27/97	FLOR, TIMOTHY	1,564.12
DIRECT DEPOSIT	06/27/97	KVAM, DAVID	1,940.52
DIRECT DEPOSIT	06/27/97	STEFFEN, SCOTT L	2,515.53
DIRECT DEPOSIT	06/27/97	YOUNGREN, JAMES	2,029.91
DIRECT DEPOSIT	06/27/97	EVERSON, PAUL	1,316.22
DIRECT DEPOSIT	06/27/97	FRASER, JOHN	1,882.52
DIRECT DEPOSIT	06/27/97	SAUNDERS, SARAH	1,429.02
DIRECT DEPOSIT	06/27/97	ADELSON, LINDA	1,290.39

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	06/27/97	STAHNKE, JULIE A	1,429.02
DIRECT DEPOSIT	06/27/97	HAIDER, KENNETH G	2,870.82
DIRECT DEPOSIT	06/27/97	PRIEFER, WILLIAM	2,041.49
DIRECT DEPOSIT	06/27/97	LUNDSTEN, LANCE	2,026.62
DIRECT DEPOSIT	06/27/97	OSWALD, ERICK D	1,478.86
DIRECT DEPOSIT	06/27/97	DUCHARME, JOHN	1,459.42
DIRECT DEPOSIT	06/27/97	MATTHYS, RUSS	2,225.82
DIRECT DEPOSIT	06/27/97	PECK, DENNIS L	1,717.02
DIRECT DEPOSIT	06/27/97	ANDERSON, BRUCE	2,464.58
DIRECT DEPOSIT	06/27/97	BURKE, MYLES R	1,469.82
DIRECT DEPOSIT	06/27/97	MARUSKA, MARK A	1,947.77
DIRECT DEPOSIT	06/27/97	GREW-HAYMAN, JANET M	660.25
DIRECT DEPOSIT	06/27/97	BARTA, MARIE	96.66
DIRECT DEPOSIT	06/27/97	COLEMAN, MELINDA	2,621.34
DIRECT DEPOSIT	06/27/97	EKSTRAND, THOMAS G	1,729.02
DIRECT DEPOSIT	06/27/97	ROBERTS, KENNETH	1,767.15
DIRECT DEPOSIT	06/27/97	STAPLES, PAULINE	2,165.82
DIRECT DEPOSIT	06/27/97	EASTMAN, THOMAS E	1,949.58
DIRECT DEPOSIT	06/27/97	OLSON, RONALD J	1,369.82
DIRECT DEPOSIT	06/27/97	TAYLOR, KATHERINE	102.00
DIRECT DEPOSIT	06/27/97	HURLEY, STEPHEN	1,837.52
DIRECT DEPOSIT	06/27/97	TAUBMAN, DOUGLAS J	1,777.82
DIRECT DEPOSIT	06/27/97	EDGE, DOUGLAS	1,353.42
DIRECT DEPOSIT	06/27/97	CROSSON, LINDA	1,305.02

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	06/27/97	LIVINGSTON, JOYCE L	829.23
DIRECT DEPOSIT	06/27/97	DIRKSWAGER, COLLEEN	1,386.78
DIRECT DEPOSIT	06/27/97	KNAUSS, PETER	681.02
DIRECT DEPOSIT	06/27/97	PALMA, STEVEN	2,152.30
DIRECT DEPOSIT	06/27/97	JOHNSON, KEVIN	2,121.84
DIRECT DEPOSIT	06/27/97	WARMAN, ROBIN	683.11
DIRECT DEPOSIT	06/27/97	AFFOLTER, PENNY J	632.88
DIRECT DEPOSIT	06/27/97	DOHERTY, KATHLEEN M	1,378.62
DIRECT DEPOSIT	06/27/97	JENSEN, MATTHEW	620.71
DIRECT DEPOSIT	06/27/97	PLACHECKI, MELISSA J	76.50
DIRECT DEPOSIT	06/27/97	LE, SHERYL	2,518.96
DIRECT DEPOSIT	06/27/97	DOWDLE, VIRGINIA	2,288.94
DIRECT DEPOSIT	06/27/97	HEINZ, STEPHEN J	2,050.95
DIRECT DEPOSIT	06/27/97	BASTIAN, GARY W	363.66
DIRECT DEPOSIT	06/27/97	ROSSBACH, GEORGE	320.00
DIRECT DEPOSIT	06/27/97	FRY, PATRICIA	977.65
DIRECT DEPOSIT	06/27/97	LUTZ, DAVID P	1,417.02
DIRECT DEPOSIT	06/27/97	SCHLINGMAN, PAUL	1,621.82
DIRECT DEPOSIT	06/27/97	ESTEVEZ, DIANE	98.00
DIRECT DEPOSIT	06/27/97	GRAF, MICHAEL	762.36
DIRECT DEPOSIT	06/27/97	VORWERK, ROBERT E	2,110.67
DIRECT DEPOSIT	06/27/97	NAGEL, BRYAN	1,458.02
DIRECT DEPOSIT	06/27/97	GUILFOILE, KAREN E	1,550.77
DIRECT DEPOSIT	06/27/97	HELLE, KERRY	1,521.80

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	06/27/97	CARVER, NICHOLAS N	1,697.02
DIRECT DEPOSIT	06/27/97	OSTER, ANDREA J	1,378.62
DIRECT DEPOSIT	06/27/97	ANDREWS, SCOTT A	2,172.24
DIRECT DEPOSIT	06/27/97	RUNNING, ROBERT	1,219.42
DIRECT DEPOSIT	06/27/97	ZWIEG, SUSAN C.	1,125.42
DIRECT DEPOSIT	06/27/97	KANE, MICHAEL R	1,878.62
DIRECT DEPOSIT	06/27/97	SAVAGEAU, STEPHEN D	1,094.94
DIRECT DEPOSIT	06/27/97	CONNOLLY, RICK A	1,236.22
DIRECT DEPOSIT	06/27/97	HURT, CAROL J	94.25
DIRECT DEPOSIT	06/27/97	BARTEL, DENISE	36.00
DIRECT DEPOSIT	06/27/97	CARLSON, DALE	320.00
DIRECT DEPOSIT	06/27/97	MARTINSON, CAROL F	1,566.23
DIRECT DEPOSIT	06/27/97	HIEBERT, STEVEN	1,764.57
DIRECT DEPOSIT	06/27/97	SKALMAN, DONALD W	2,029.91
DIRECT DEPOSIT	06/27/97	DUNN, ALICE	2,210.69
DIRECT DEPOSIT	06/27/97	CORNER, AMY L	30.00
DIRECT DEPOSIT	06/27/97	HORSNELL, JUDITH A	1,270.10
DIRECT DEPOSIT	06/27/97	SEEGER, GERALD F	283.84
DIRECT DEPOSIT	06/27/97	MOREHEAD, JESSICA R	220.50
DIRECT DEPOSIT	06/27/97	STILL, VERNON T	1,848.12
DIRECT DEPOSIT	06/27/97	LOMBARDI, JAMES D	1,050.62
DIRECT DEPOSIT	06/27/97	HUTCHINSON, ANN E	1,627.42
DIRECT DEPOSIT	06/27/97	COLLINS, KENNETH V	2,029.91
DIRECT DEPOSIT	06/27/97	COLEMAN, PHILIP	221.12

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	06/27/97	ADRIAN, VICKI L	307.20
DIRECT DEPOSIT	06/27/97	KELLY, KEVIN P	1,686.40
59305	06/27/97	SALITROS, DARLENE	81.10
59308	06/27/97	KOPPEN, MARVIN	320.00
59309	06/27/97	CASAREZ, GINA	1,191.42
59310	06/27/97	McGUIRE, MICHAEL A	3,844.37
59311	06/27/97	SHELLEDY, DAWN M	320.00
59312	06/27/97	ZICK, LINDA	23.00
59313	06/27/97	PIEKARSKI, GREGORY J.	34.50
59314	06/27/97	CUDE, LARRY J	358.40
59315	06/27/97	MIKISKA, WILLIAM	223.20
59316	06/27/97	KOHNER, JANEEN C	743.38
59317	06/27/97	SMITH, THEODORE J	549.00
59318	06/27/97	JACKSON, MARY L	980.22
59319	06/27/97	KELSEY, CONNIE L	913.32
59320	06/27/97	MATHEYS, ALANA KAYE	1,492.26
59321	06/27/97	WALDEN, CONSTANCE A	335.00
59322	06/27/97	JOHNSON, BONNIE	930.97
59323	06/27/97	VIETOR, LORRAINE S	1,583.03
59324	06/27/97	PALANK, MARY KAY	1,548.02
59325	06/27/97	RICHIE, CAROLE L	1,345.22
59326	06/27/97	RYAN, MICHAEL	2,546.16
59327	06/27/97	SASSOR, SUNNY L	412.00
59328	06/27/97	SVENDSEN, JOANNE M	1,404.22

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59329	06/27/97	THOMALLA, DAVID J	2,091.31
59330	06/27/97	BAKKE, LONN A	1,297.09
59331	06/27/97	BANICK, JOHN J	2,338.61
59332	06/27/97	BARTZ, PAUL	1,559.98
59333	06/27/97	BELDE, STANLEY	1,771.44
59334	06/27/97	BERGERON, JOSEPH A	2,656.04
59335	06/27/97	BOWMAN, RICK A	2,056.88
59336	06/27/97	HERBERT, MICHAEL J	1,916.04
59337	06/27/97	KARIS, FLINT D	1,949.91
59338	06/27/97	RAZSKAZOFF, DALE	1,848.12
59339	06/27/97	ROSSMAN, DAVID A	1,572.71
59340	06/27/97	SHORTREED, MICHAEL P	1,508.70
59341	06/27/97	STAFNE, GREGORY L	1,873.25
59342	06/27/97	STOCKTON, DERRELL T	1,848.12
59343	06/27/97	SZCZEPANSKI, THOMAS J	1,871.67
59344	06/27/97	WATCZAK, LAURA	1,733.72
59345	06/27/97	WELCHLIN, CABOT V	1,863.75
59346	06/27/97	HALE, THOMAS M	419.20
59347	06/27/97	MEEHAN, JAMES	2,128.45
59348	06/27/97	MELANDER, JON A	2,004.02
59349	06/27/97	RABBETT, KEVIN	1,840.12
59350	06/27/97	THIENES, PAUL	1,951.17
59351	06/27/97	ADRIAN, SCOTT W.	634.50
59352	06/27/97	BOYER, SCOTT K	1,895.22

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59353	06/27/97	FEHR, JOSEPH P	1,636.92
59354	06/27/97	FLAUGHER, JAYME L	1,429.82
59355	06/27/97	HALWEG, KEVIN R	2,452.45
59356	06/27/97	LAFFERTY, WALTER	1,365.38
59357	06/27/97	RABINE, JANET L	1,592.82
59358	06/27/97	HEWITT, JOEL A	2,366.53
59359	06/27/97	CHLEBECK, JUDY M	1,429.82
59360	06/27/97	DAHL, HELENE M	585.54
59361	06/27/97	DARST, JAMES	1,390.62
59362	06/27/97	FREBERG, RONALD L	1,443.42
59363	06/27/97	HELEY, RONALD J	1,456.63
59364	06/27/97	MEYER, GERALD W	1,469.82
59365	06/27/97	WESTERHAUS, BRIAN J	800.00
59366	06/27/97	WOESSNER, SHAWN P	800.00
59367	06/27/97	BUCHAL, MICHAEL P	512.00
59368	06/27/97	CORWIN, ERIC B	320.00
59369	06/27/97	ELIAS, JAMES G	1,717.02
59370	06/27/97	LINDBLOM, RANDAL	1,693.56
59371	06/27/97	PRIEBE, WILLIAM	1,715.37
59372	06/27/97	KRUMMEL, BARBARA A	661.31
59373	06/27/97	ANDERSON, ROBERT S	1,417.02
59374	06/27/97	HANSON, SHANE T	884.00
59375	06/27/97	HELEY, ROLAND B	1,443.42
59376	06/27/97	HINNENKAMP, GARY	1,351.42

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59377	06/27/97	LAVAQUE, MICHAEL	1,351.42
59378	06/27/97	LINDORFF, DENNIS P	1,436.46
59379	06/27/97	NAUGHTON, JOHN W	560.00
59380	06/27/97	OLSON, KRISTIN P	552.00
59381	06/27/97	PATTERSON, TERRILL T	680.00
59382	06/27/97	SCHINDELDECKER, JAMES	1,417.02
59383	06/27/97	STARK, RICHARD E	276.25
59384	06/27/97	KLEBBA, NANCIE L.	136.88
59385	06/27/97	MACY, RITA	210.00
59386	06/27/97	NELSON, JEAN	828.33
59387	06/27/97	SOUTTER, CHRISTINE	41.25
59388	06/27/97	MISKELL, NANCY	535.62
59389	06/27/97	WEGWERTH, JUDITH A	1,445.72
59390	06/27/97	BERGO, CHAD M	432.00
59391	06/27/97	ANDERSON, EVERETT	373.15
59392	06/27/97	OSTROM, MARJORIE	2,024.22
59393	06/27/97	WENGER, ROBERT J	1,685.82
59394	06/27/97	ANDERSON, BERNARD	85.50
59395	06/27/97	BALLESTRAZZE, THAD M	105.00
59396	06/27/97	BRANDSTROM, JULIET M	344.75
59397	06/27/97	BREMER, ANGIE	256.63
59398	06/27/97	CHASE, TANIA	553.50
59399	06/27/97	FEUCHT, DANIEL	42.75
59400	06/27/97	FEUCHT, KENNETH	43.00

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59401	06/27/97	FINN,GREGORY S	1,106.62
59402	06/27/97	FLUG,ELAINE R	393.75
59403	06/27/97	GRUBER,SARAH A	57.00
59404	06/27/97	HANGSLEBEN,ERICA	560.00
59405	06/27/97	HANGSLEBEN,KIRSTIN K	143.00
59406	06/27/97	KIDMAN,RICHARD L	80.00
59407	06/27/97	KREUSER,ROY J	42.50
59408	06/27/97	NESS,CHERI MARIE	159.50
59409	06/27/97	NIEMCZYK,BRIAN N	82.37
59410	06/27/97	RAHN,CARY	365.63
59411	06/27/97	RUBBELKE,BRYAN	346.50
59412	06/27/97	SEELY,LAURA M	97.50
59413	06/27/97	STIEN,KARIN M	358.75
59414	06/27/97	STIEN,MARY	1,050.62
59415	06/27/97	STIEN,NATHANIEL	28.00
59416	06/27/97	SWANSON,KARI A	64.00
59417	06/27/97	UNGAR,KRISTOPHER	105.50
59418	06/27/97	WHITE,TRACY A	74.25
59419	06/27/97	BREHEIM,ROGER W	1,439.42
59420	06/27/97	EDSON,DAVID B	1,553.89
59421	06/27/97	GERMAIN,DAVID	1,518.44
59422	06/27/97	NADEAU,EDWARD A	1,953.02
59423	06/27/97	NORDQUIST,RICHARD	1,375.22
59424	06/27/97	THOMAS-JR,STEVEN	1,372.22

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59425	06/27/97	ATKINS, KATHERINE	656.43
59426	06/27/97	COONS, MELISSA	315.12
59427	06/27/97	COURTEAU, BARBARA	101.25
59428	06/27/97	GLASS, JEAN	359.81
59429	06/27/97	HOIUM, SHEILA	603.41
59430	06/27/97	JOHNSON, NICHOLAS W	217.75
59431	06/27/97	KELLY, LISA	900.86
59432	06/27/97	MEINKE, JENNY	131.63
59433	06/27/97	NEAMY, MARK W	165.75
59434	06/27/97	PETERSON, RICHARD	274.36
59435	06/27/97	SCHOEBERL, KAYLENE M	672.48
59436	06/27/97	ANDERSON, JULIE M	216.00
59437	06/27/97	BADEN, ALISON L	141.00
59438	06/27/97	BADEN, MATHIAS	500.68
59439	06/27/97	CHAPMAN, JENNY A	244.58
59440	06/27/97	CONLIN, PAMELA	36.00
59441	06/27/97	GARNER, WILLIAM E	270.00
59442	06/27/97	GIPP, ALLISON S	217.78
59443	06/27/97	GOPLIN, NICHOLAS P	105.00
59444	06/27/97	GRUENHAGEN, LINDA C	148.50
59445	06/27/97	HAWKINS, LISA A	94.50
59446	06/27/97	HEINN, REBECCA L	61.50
59447	06/27/97	HOLMGREN, LEAH M	199.50
59448	06/27/97	HOULE, DENISE L	108.00

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59449	06/27/97	HOWARD, STEPHANIE F	66.00
59450	06/27/97	HUPPERT, ERIN M	201.00
59451	06/27/97	IKHAML, JOHN	352.33
59452	06/27/97	JOHNSON, ROBERT P	248.44
59453	06/27/97	KARAM, NICHOLAS J	24.00
59454	06/27/97	KAUFMAN, GINA	127.99
59455	06/27/97	KOEHNEN, MARY B	328.00
59456	06/27/97	KOEPKE, JENNIFER M	151.22
59457	06/27/97	LEWERER, GINA M	180.00
59458	06/27/97	LUHRS, BETHANY L	211.05
59459	06/27/97	LUND, DANIEL T	90.00
59460	06/27/97	MAGNUSON, BETH M	76.50
59461	06/27/97	MARUSKA, ERICA	62.00
59462	06/27/97	MISCHE-JOHN, ROSAMUND	27.00
59463	06/27/97	NORTHQUEST, JONEEN L	30.00
59464	06/27/97	OWEN, JONATHAN	72.85
59465	06/27/97	PARR, GAIL L	225.74
59466	06/27/97	POWERS, JESSICA	257.17
59467	06/27/97	ROAN, CARIN K	366.75
59468	06/27/97	SACKMANN, LAURA C	51.85
59469	06/27/97	SCHLUETER, LOUISE E	36.00
59470	06/27/97	SCHMIDT, RUSSELL	709.90
59471	06/27/97	SENARIGHI, CYNTHIA	36.00
59472	06/27/97	SIMONSON, JUSTIN M	416.08

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59473	06/27/97	SIVERSON, OLAF L	208.25
59474	06/27/97	SMITLEY, SHARON L	117.00
59475	06/27/97	SWANER, JESSICA	108.88
59476	06/27/97	THIBODEAU, KELLY M	556.25
59477	06/27/97	TIBODEAU, HEATHER J	431.20
59478	06/27/97	TROEDLE, ALEISHA M	24.40
59479	06/27/97	WARNER, CAROLYN	135.00
59480	06/27/97	WATCHORN, JENNIFER R	141.00
59481	06/27/97	WEDES, CARYL H	72.00
59482	06/27/97	WEISS, MARISSA	57.00
59483	06/27/97	WESTBERG, JENNIFER	171.05
59484	06/27/97	WOLKERSTORFER, HEATHER L	15.00
59485	06/27/97	WOODMAN, ALICE E	45.00
59486	06/27/97	BOSLEY, CAROL	96.19
59487	06/27/97	CHRISTENSEN, JODIE	279.23
59488	06/27/97	DISKERUD, HEATHER A	145.50
59489	06/27/97	JACOBSON, REBECCA L	261.00
59490	06/27/97	KRAMMER, KATHERINE A	46.50
59491	06/27/97	OLEARY, VIRGINIA	39.64
59492	06/27/97	RENSLOW, RITA	167.44
59493	06/27/97	SCHROEDER, KATHLEEN	175.00
59494	06/27/97	SPANGLER, EDNA E	91.00
59495	06/27/97	BAILEY, DEANNA L	258.77
59496	06/27/97	BEHAN, JAMES	1,045.82

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
59497	06/27/97	BLAKESLEY, JEFFERY DEAN	104.00
59498	06/27/97	CHRISTENSEN, JANET	346.86
59499	06/27/97	ERSFELD, ALICE L	54.32
59500	06/27/97	JAHN, DAVID J	1,324.37
59501	06/27/97	JOHNSON, ELLI HOGAN	63.00
59502	06/27/97	KOCHEVAR, MICHAEL	204.00
59503	06/27/97	KOVES, ADAM T	90.00
59504	06/27/97	KYRK, BREANNA K	43.50
59505	06/27/97	LONETTI, JAMES F	441.00
59506	06/27/97	MILLS, DEREK	38.34
59507	06/27/97	MILLS, WESLEY W	108.00
59508	06/27/97	NEWMAN, KELLY M	18.00
59509	06/27/97	RABCEVICH, PHILIP A	84.00
59510	06/27/97	SEVERSON, CHRISTINA M	102.00
59511	06/27/97	SEYLER, KIMBERLY A	127.50
59512	06/27/97	SKRYPEK, JOSHUA L	57.00
59513	06/27/97	STAHLMANN, RICHARD T	72.00
59514	06/27/97	STEINHORST, JEFFREY	255.00
59515	06/27/97	SWANSON, LYLE	1,328.72
59516	06/27/97	SWANSON, VERONICA	681.02
59517	06/27/97	THOMPSON, ALISA R	577.50
59518	06/27/97	MULVANEY, DENNIS M	1,579.42
59519	06/27/97	PRIEM, STEVEN A.	1,132.22
59520	06/27/97	ZIMMERMAN, THOMAS S	800.00

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>
TOTAL GROSS EARNINGS			288,284.46

Action by Council:

MEMORANDUM

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: Michael A. McGuire, City Manager

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

DATE: July 8, 1997 for the July 14, 1997 City Council Meeting

SUBJECT: Change order number one Wakefield Park Construction

INTRODUCTION

The Maplewood City Council awarded the construction bid to Bituminous Roadways, Inc. for phase one construction of Wakefield Park on May 27, 1997. The total bid amount was \$244,173.60. Construction on Wakefield Park commenced mid June, and has gone according to schedule in spite of rain delays.

BACKGROUND

The phase one construction of Wakefield Park includes the elimination of one adult ball field, development of a bituminous trail system, construction of a new childrens play area, development of 2 new parking lots, 2 sand volleyball courts and the creation of a native prairie grass area.

During the review of the site plan it has been determined that there are 4 minor modifications that need to be accomplished to complete phase one development of Wakefield Park in a proper manor:

1. Trail Development

Due to a steep grade elevation and the need to access the Wakefield Park Building 288 linear feet of additional trail are necessary at the line item bid amount cost of \$8.50/linear foot. The total additional 8 foot trail extension cost is \$2,450.00.

2. Prairie Grass Establishment

The bids specifications did not include the use of Round-Up to kill the existing blue grass along Ripley avenue. The cost for applying round-up is \$350.00 or \$175.00 per acre.

3. Rip Rap

Rip Rap was not included in the original contract at the base of the 2 culverts south of Dieter Avenue. Staff has determined that with the increased water run off Rip Rap is required to eliminate erosion was appropriate. The cost for the

additional Rip Rap is \$2,350.00.

4. Top Soil

Upon excavation it was determined that there is not enough top soil to provide a good soil base for turf establishment around the children's play area and parking lot. A cost of \$3,000.00 for 300 yards of black top at \$10.00 per yard spread and delivered is proposed.

5. Recommendation

The total cost for the 4 change orders is \$8,650.00. Staff would recommend that the City Council approve change order number 1 in the amount of \$8,650.00 to be allocated from PAC monies. The city finance director should make the necessary budget adjustments from unallocated PAC monies.

ADDITIONAL WORK AUTHORIZATION

BITUMINOUS ROADWAYS, INC.

9050 Jefferson Trail West
INVER GROVE HEIGHTS, MINNESOTA 55077
(612) 686-7001 FAX (612) 687-9857

Bruce Anderson

OWNER'S NAME City of Maplewood		PHONE 770-4573	DATE 7 July 1997
STREET 1830 County Road B		JOB NAME Wakefield Park	JOB NUMBER 786347
CITY Maplewood	STATE MN	STREET Frost and Hazelwood	
EXISTING CONTRACT NO. PR 97-1	DATE OF EXISTING CONTRACT 27 May 1997	CITY Maplewood	STATE MN

You are hereby authorized to perform the following specifically described additional work:

Topsoil - Approximately 1,000 CY will be needed to allow for a 6" depth \$9.50/CY

ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ _____

Payment will be made as follows: _____

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date _____ 19____ Authorizing Signature _____ (OWNER SIGNS HERE)

We hereby agree to furnish labor and materials - complete in accordance with the above specifications, at above stated price.

Authorized Signature *Nick Linneman* Nick Linneman Date July 7 1997
(CONTRACTOR SIGNS HERE)

THIS IS CHANGE ORDER NO. _____

NOTE: This Revision becomes part of, and in conformance with, the existing contract.

ADDITIONAL WORK AUTHORIZATION

BITUMINOUS ROADWAYS, INC.

9050 Jefferson Trail West
INVER GROVE HEIGHTS, MINNESOTA 55077
(612) 686-7001 FAX (612) 687-9857

Bruce Anderson

OWNER'S NAME City of Maplewood		PHONE 770-4573	DATE 2 July 1997
STREET 1830 County Road B		JOB NAME Wakefield Park	JOB NUMBER 786347
CITY Maplewood	STATE MN	STREET Frost and Hazelwood	
EXISTING CONTRACT NO. PR 97-1	DATE OF EXISTING CONTRACT 27 May 1997	CITY Maplewood	STATE MN

You are hereby authorized to perform the following specifically described additional work:

Sitework - Subgrade preparation on 8' trail extensions.
Additional subgrade preparation for Prosperity Lot \$2,450.00

Seeded areas - Round-up prior to seeding \$175/acre

Culvert E - Furnish and install Rip Rap \$2,350.00

Topsoil - Topsoil will need to be imported due to excess sand and gravel.
We are still seeking a reasonably priced source.

ADDITIONAL CHARGE FOR ABOVE WORK IS: \$ _____

Payment will be made as follows: _____

Above additional work to be performed under same conditions as specified in original contract unless otherwise stipulated.

Date _____ 19____ Authorizing Signature _____
(OWNER SIGNS HERE)

We hereby agree to furnish labor and materials - complete in accordance with the above specifications, at above stated price.

Authorized Signature Nick Linneman Nick Linneman Date July 2 19 97
(CONTRACTOR SIGNS HERE)

THIS IS CHANGE ORDER NO. _____

NOTE: This Revision becomes part of, and in conformance with, the existing contract.

MEMORANDUM

Action by Council:

TO: City Manager

Endorsed _____

FROM: City Engineer

Modified _____

Rejected _____

Date _____

SUBJECT: Arcade Street and Highwood Avenue Jurisdiction Resolution

DATE: July 7, 1997

The road rejurisdiction effort between Ramsey County and the cities continues this year. Approximately 1.8 miles of county state aid highway will be turned back to Maplewood in 1997. The locations are Arcade Street from Highway 61 to Highway 36 and Highwood Avenue from McKnight Road to Century Avenue. The turn backs are consistent with the original program adopted by the city.

It is recommended the city council adopt the attached resolution that formalizes the jurisdictional change.

KGH

jc
Attachment

SUGGESTED RESOLUTION

WHEREAS, The 1991 Minnesota Legislature established a Ramsey County Local Government Services Study Commission to "report on the advantages and disadvantages of sharing, cooperating, restructuring, or consolidating..." activities in areas of public service including public works; and

WHEREAS, The consolidation plan provides for reclassification of roadways and corresponding changes in jurisdiction including the transfer of local and State Aid roadways between the County and municipalities; and

WHEREAS, Arcade Street (County State Aid Highway 60) from Trunk Highway 61 to Trunk Highway 36, and Highwood Avenue (County State Aid Highway 74) from McKnight Road to Century Avenue, located in the City of Maplewood, are presently under the jurisdiction of Ramsey County as County State Aid Highways; and

WHEREAS, These roadways have been determined to serve a local function only; and

WHEREAS, Revocation of "County State Aid Highway" status may be accomplished by resolution of the Ramsey County Board of Commissioners pursuant to Minnesota Statutes §162.02; and

WHEREAS, The City of Maplewood has concurred that the jurisdiction should be changed from Ramsey County to the City of Maplewood; and

WHEREAS, The consolidation plan stipulates that Ramsey County shall improve the roadways to acceptable levels prior to transferring jurisdiction over roadway segments from Ramsey County to municipalities, and the Ramsey County Capital Improvement Program provides funding for these improvements; and

WHEREAS, The City of Maplewood desires Ramsey County to recycle and overlay Arcade Street from Trunk Highway 61 to Trunk Highway 36 for an estimated cost of \$120,000; and recycle and overlay Highwood Avenue from McKnight Road to Century Avenue for an estimated cost of \$150,000 from Capital Improvement Funds for Ramsey County State Aid Highway Consolidation; Now, Therefore, Be It

RESOLVED, The City of Maplewood does hereby concur with the Ramsey County Board of Commissioners revoking the "County State Aid Highway" status of Arcade Street (County State Aid Highway 60) from Trunk Highway 61 to Trunk Highway 36, and Highwood Avenue (County State Aid Highway 74) from McKnight Road to Century Avenue, and transferring jurisdiction over the roadways to the City of Maplewood, effective the first day of the second month following the completion of the recycle and overlay of Arcade Street and Highwood Avenue, and after the Ramsey County Office of Budgeting and Accounting has encumbered the funds

necessary to fund the recycle and overlay projects, and after the County is in receipt of an adopted resolution from the City of Maplewood concurring with the County revoking the "County State Aid Highway" status of Arcade Street from Trunk Highway 61 to Trunk Highway 36, and Highwood Avenue from McKnight Road to Century Avenue; and Be It Further

RESOLVED, That the County will recycle and overlay Arcade Street from Trunk Highway 61 to Trunk Highway 36; for an estimated cost of \$120,000; and recycle and overlay Highwood Avenue from McKnight Road to Century Avenue; for an estimated cost of \$150,000 from Capital Improvement Funds for Ramsey County State Aid Highway Consolidation as just compensation for this jurisdiction transfer; and Be It Further

RESOLVED, That the City Council of the City of Maplewood does hereby request the Ramsey County Engineer to take the actions necessary to remove and redesignate the County State Aid Highway mileage currently assigned to Arcade Street (CSAH 60) between Trunk Highway 61 and Trunk Highway 36; and Highwood Avenue (CSAH 74) between McKnight Road and Century Avenue; and Be It Further

RESOLVED, The Maplewood Engineer is authorized within the limits of this resolution to take actions necessary to have the identified jurisdiction changes executed.

AGENDA REPORT

Action by Council:

TO: City Engineer
FROM: Public Works Coordinator 
SUBJECT: Surplus Property
DATE: June 20, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

Declare as surplus property and authorize disposal at state auction:

City Unit 509, 1989 Chevrolet Corsica, NS 1GILT5411KE267909, mileage 51,845. This unit has been replaced.

LAL

jc

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Chad Bergo, Community Development Intern
SUBJECT: **Conditional Use Permit Review - MDG Properties**
LOCATION: 1387 Cope Avenue
DATE: June 16, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

The conditional use permit (CUP) for MDG Properties' office/warehouse/manufacturing building at 1387 Cope Avenue is due for review. The CUP allowed this building closer than 350 feet to the residential district to the south.

BACKGROUND

June 24, 1996: The city council approved the CUP, a parking reduction waiver and the design plans. Refer to the conditions on pages 5-7.

DISCUSSION

The site work is almost completed. The owners still need to finish the landscaping, pave a second layer of bituminous and stripe the parking lot. Mike McGrath, one of the owners, said that they expect to be finished with their work by July 10. The city council should review this CUP again in September to check the site for completion and condition compliance. If all the work is done by that time, the council should not review this permit again unless a problem would develop.

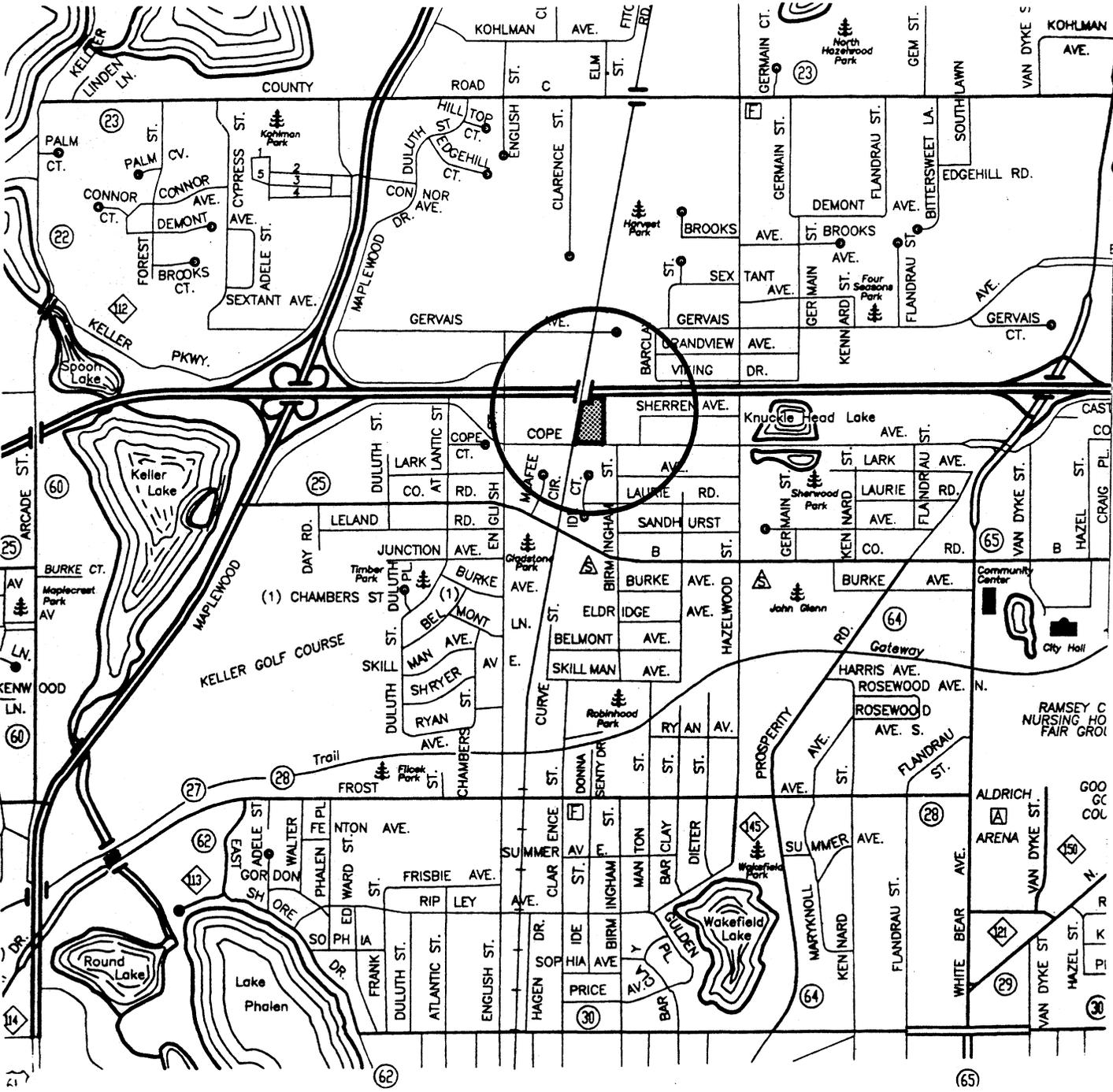
RECOMMENDATION

Review the conditional use permit at 1387 Cope Avenue for MDG Properties again in September, 1997.

p:\sec10\mdg2.cup

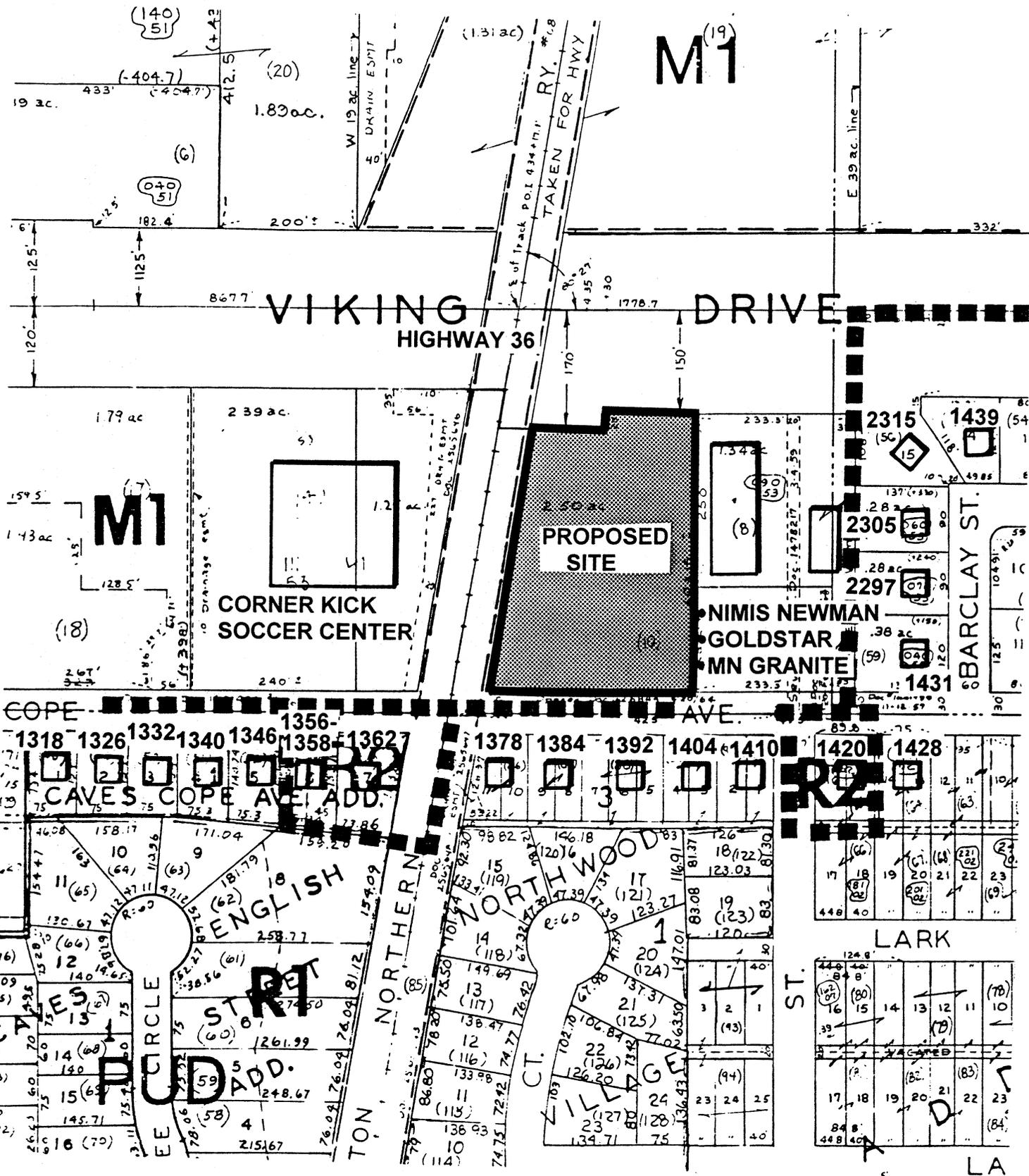
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Council conditions dated June 24, 1996



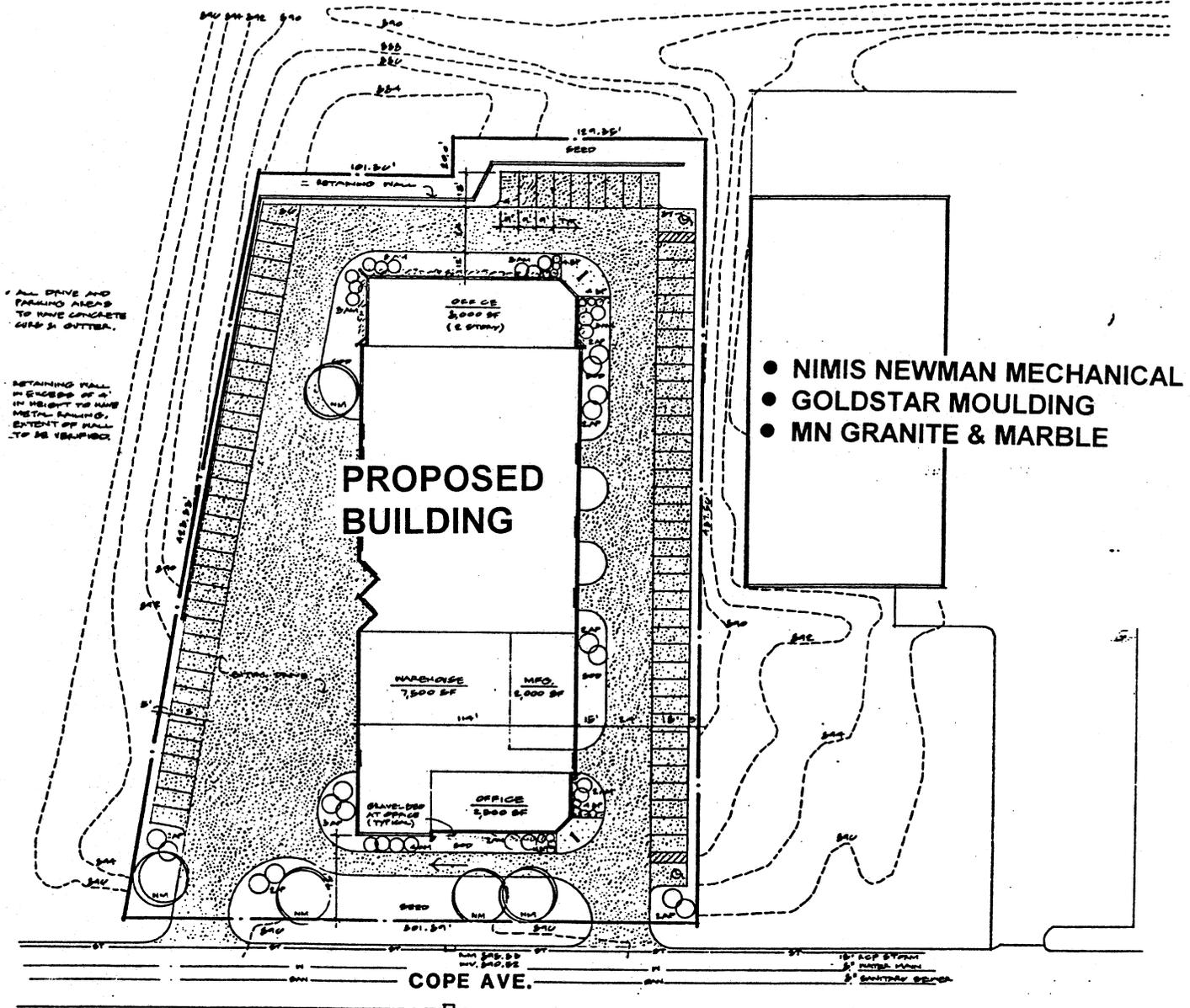
LOCATION MAP





PROPERTY LINE / ZONING MAP





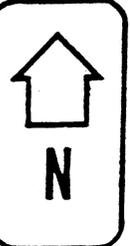
DATA

SITE AREA	2.61 A.
BUILDING AREA	
OFFICE	10,500 SF
MANUFACTURING	2,000 SF
WAREHOUSE	24,500 SF
TOTAL	37,000 SF
PARKING REQUIRED	
OFFICE @ 1/200 SF	52.5 CARS
MANUFACTURING @ 1/400	5.0 CARS
WAREHOUSE @ 1/1000 SF	24.5 CARS
	82.0 CARS
PARKING PROVIDED	82.0 CARS

LANDSCAPING

KEY	QTY.	NAME	SIZE	ROOT
NM	5	NORWAY MAPLE	2-1/2"	B&B
AP	15	AUSTRIAN PINE	6"	B&B
AM	20	AMUR MAPLE	18"	POT
BP	8	BLUE PFTER	18"	POT

SITE PLAN



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

1. On June 3, 1996, the Planning Commission recommended that the City Council approve this permit.
2. The City Council held a public hearing on June 24, 1996. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations of the City staff and Planning Commission.

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

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

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the City
2. The City Council may require additional parking in the future if the council determines that there is a need for additional parking on the site.
3. 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.

4. The City Council shall review this permit in one year and at the Council's review it may require additional noise abatement.
5. There shall be no outdoor storage of any materials or equipment without approval of a revised conditional use permit by the City Council.

Seconded by Mayor Bastian

Ayes - all

Parking Reduction Authorization

- g. Councilmember Koppen moved to approve a parking reduction of up to 30 fewer parking spaces for the MDG Properties building on Cope Avenue. The City approves this parking reduction because the tenants in the building have areas of assembly and warehousing that need fewer employees and parking than other commercial buildings. The City Council may require the owner/operator to add more on-site parking if the City Council determines that there is a shortage of parking on the site.

Seconded by Mayor Bastian

Ayes - all

Design Approval

- g. Councilmember Koppen moved to approve the plans (stamped June 17, 1996) for the MDG Properties building on Cope Avenue, subject to the findings required by the Code. The property owner shall:
 1. Repeat this review in two years if the City has not issued a building permit for this project.
 2. Provide the following for staff approval before the City issues a building permit:
 - a) A grading, drainage, utility and erosion control plan to the City engineer for approval. The erosion control plan shall comply with ordinance requirements.
 - b) A lawn-irrigation plan for all landscaped areas showing the location of sprinkler heads.
 - c) A certificate of survey of the property.
 - d) A revised landscape plan using native species and providing sod instead of seed for the Highway 36 frontage, the Cope Avenue frontage and along the side lot lines a distance of 100 feet from the south property line.
 - e) A revised site plan providing for site-security lighting.
 3. Complete the following before occupying the building:
 - a) Replace property irons that are removed because of this construction.

NO

b) Restore and sod-damaged boulevards.

YES

c) Install handicap-parking signs for each handicap-parking space and an address on the building. Each tenant shall also be identified for public safety purposes.

d) Screen all roof-mounted equipment visible from streets or adjacent property.

e) Construct a trash dumpster enclosure if there will be any outdoor storage of refuse. The enclosures must match the building in color and materials. There must be a closeable gate that is 100% opaque.

f) Install and maintain an in-ground sprinkler system for all landscaped areas.

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 150% of the cost of the unfinished work.

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

Seconded by Mayor Bastian

Ayes - all

21

6-24-96

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

MEMORANDUM

TO: City Manager
FROM: Thomas Ekstrand, Associate Planner
SUBJECT: **Conditional Use Permit Review – Schroeder Milk**
DATE: June 25, 1997

INTRODUCTION

The conditional use permit (CUP) at 2080 Rice Street is due for review. This CUP allowed Schroeder Milk Company, Inc. to expand a dairy product processing and distribution facility. Refer to the maps on pages 2-4.

BACKGROUND

June 27, 1994: The city council approved this CUP, subject to several conditions.

August 28, 1995, November 13, 1995 and October 28, 1996: The city council reviewed this CUP and required review at a later date. At the last review, the council required that the applicant complete the parking lot striping in a small area north of the maintenance building and repair their lawn irrigation system.

DISCUSSION

Bob Kirchoff, of Schroeder Milk, said that they have repaired the lawn irrigation system. Mr. Kirchoff said that they will be requesting a building permit for Phase II this summer. Phase II is a dock addition on the back of the building. The council approved this phase as part of the CUP. Mr. Kirchoff said that the remaining striping north of the maintenance building could be completed when the site work is done for Phase II if this would be acceptable with the city. Staff sees no problem with this. There are only 17 spaces to go in north of the maintenance building. Staff does not see any reason why these cannot be striped along with the completion of Phase II.

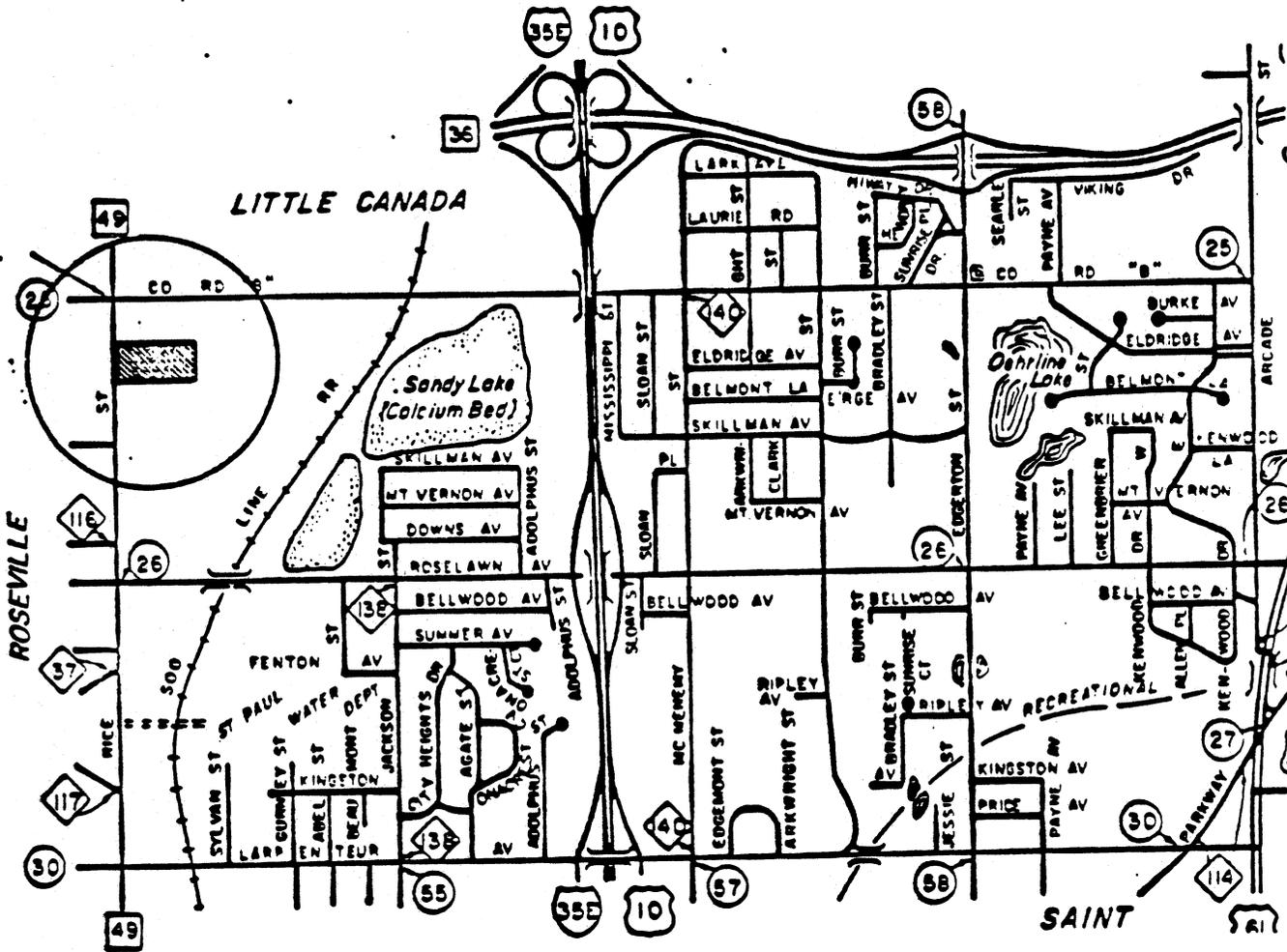
RECOMMENDATION

Review the conditional use permit for 2080 Rice Street again in one year to monitor the Phase II construction.

p:\sec18\shroder1.cup

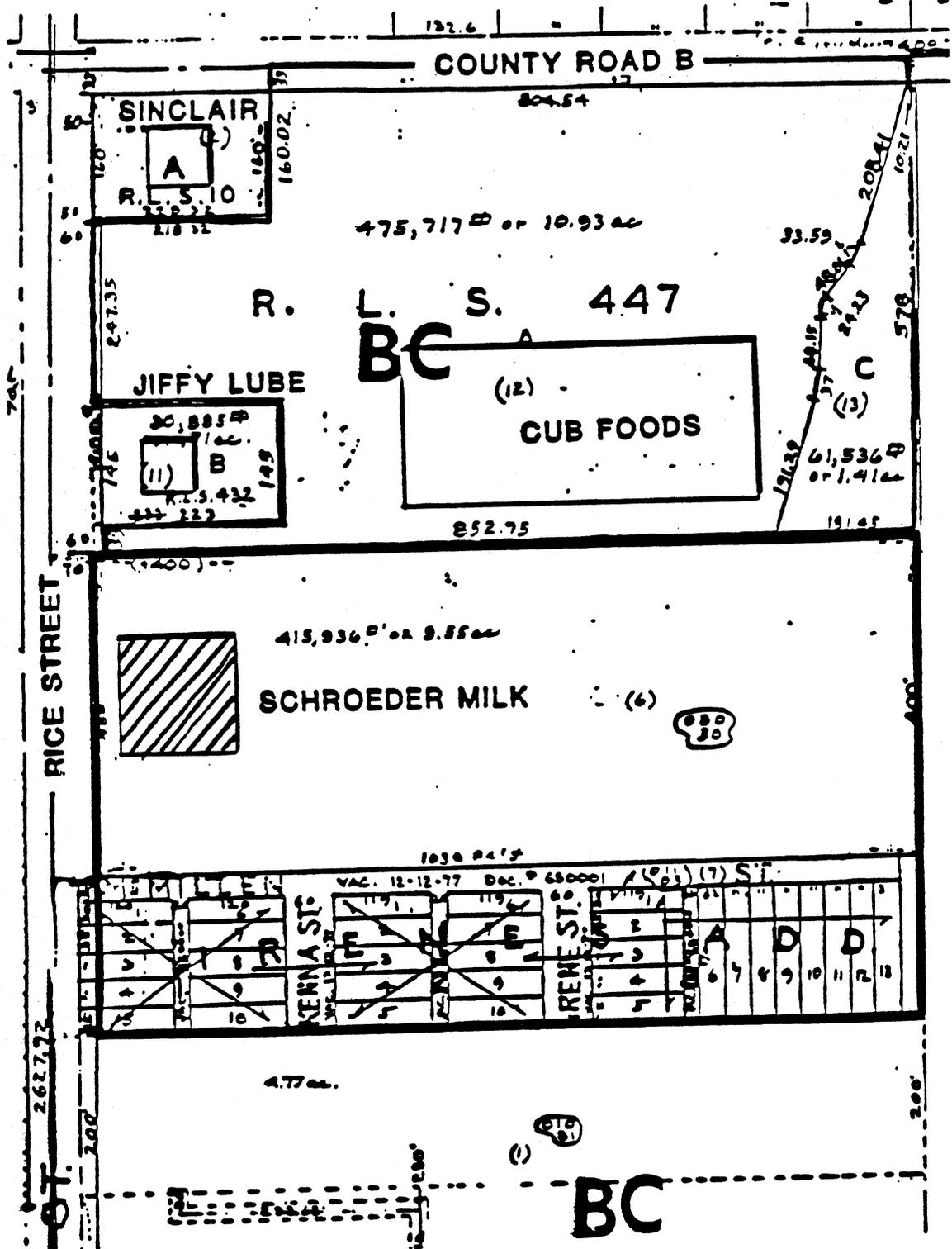
Attachments:

- 1. Location Map
- 2. Property Line/Zoning Map
- 3. Site Plan



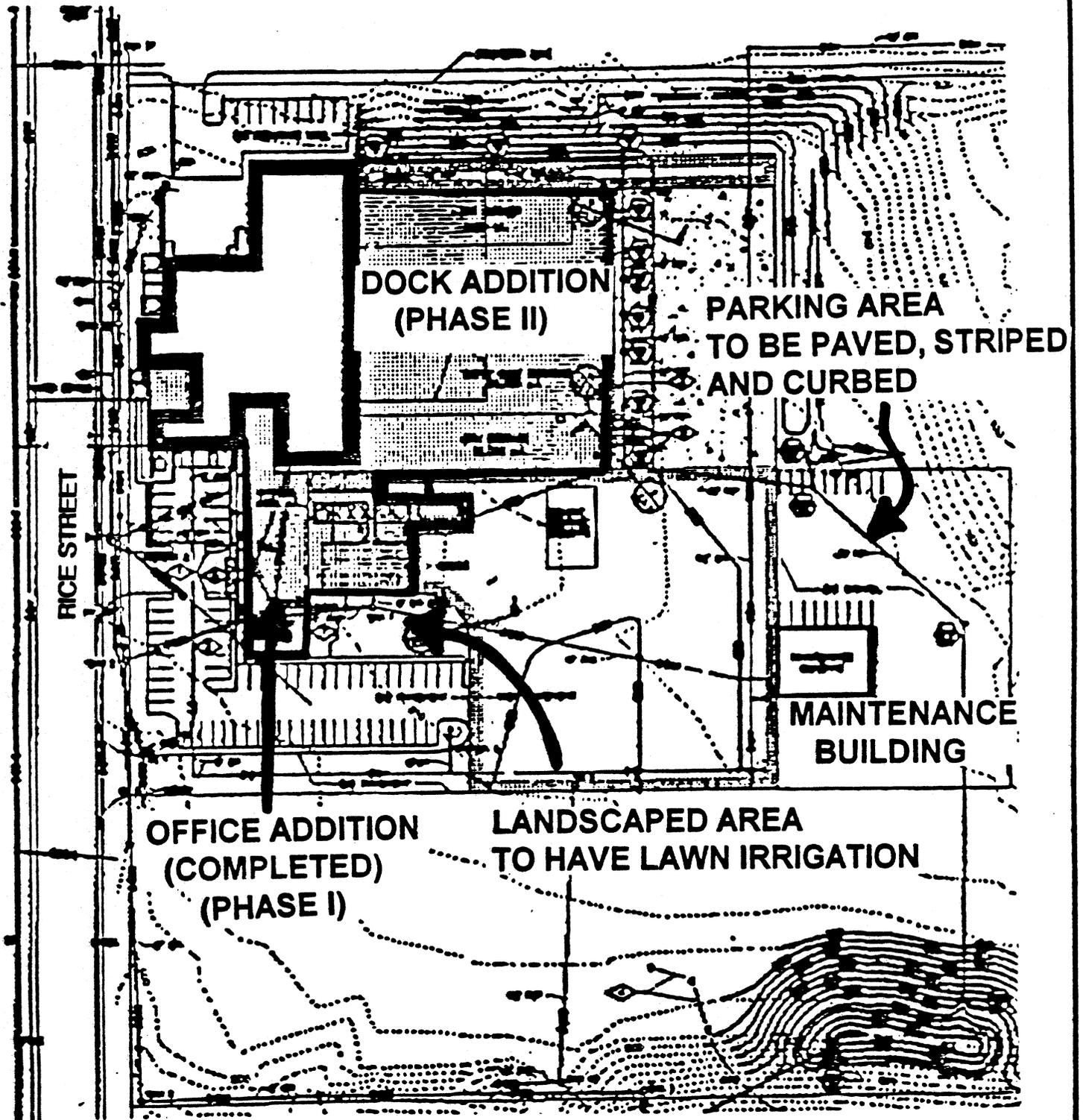
LOCATION MAP





PROPERTY LINE / ZONING MAP





SITE PLAN



8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design. Attachment 4

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 after the Council approves this permit or the permit shall end. The Council may extend this deadline for one year.
3. If the City Council determines there is not enough on-site parking, the Council may require that the property owner provide additional parking.
4. The City Council shall review this permit in one year.

Seconded by Councilmember Koppen Ayes - all

Parking Reduction

h. Councilmember Rossbach moved to reduce the required number of parking spaces from 166 to 99.

Seconded by Councilmember Koppen Ayes - all

Building Design, Site, Sign and Landscape Plan

i. Councilmember Rossbach moved to approve the plans (stamped April 1, 1994) for Schroeder Milk at 2080 Rice Street. Approval is subject to the findings required by the Code. The developer shall do the following:

1. Repeat this review in two years if the City has not issued a building permit for this project.

2. Complete the following before the City issues a building permit:

a. Provide the following for the City Engineer's approval:

(1) A grading, drainage, utility and erosion control plan. The erosion control plan shall be consistent with the Ramsey Soil and Water Conservation District Erosion Control Handbook. The utility plan shall include profile drawings for all new utilities. This plan shall show in detail the sanitary sewer crossing south of SMH 3 and SMH 4. The grading plan shall show the existing contours for the eastern portion of the site and a plan to stabilize the erosion from the previously disturbed areas.

(2) Deed to the City a 20-foot-wide water main easement that would be centered on the north/south water main.

- b. Stabilize, and seed and mulch the disturbed slopes before the City issues a permit for work above grade. The City Engineer must approve this work before the City will issue a building permit.
3. Complete the following before occupying the building:
- a. Restore and sod any damaged boulevards.
 - b. Install handicap-accessible parking spaces and signs that meet the requirements of the ADA (Americans with Disabilities Act).
 - c. Screen all new roof-mounted equipment visible from streets or adjacent property (code requirement).
 - d. Construct trash dumpster enclosures for any trash containers that are visible from Rice Street or adjacent properties. The enclosures must match the building's color and meet the City's specifications (code requirement).
 - e. Pave the parking that is north of the maintenance building and install continual concrete curbing. (code requirement)
 - f. Install an in-ground sprinkler system for the new landscaping (code requirement).
 - g. Screen or aim any new exterior lights so they do not directly shine on public streets or adjacent properties (code requirement). The applicant shall replace the light bulbs in the ornamental fixtures northwest of the building with low-intensity bulbs.
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 150% of the cost of the unfinished work.
 - c. The City receives an agreement that will allow the City to complete any unfinished work.
5. All work shall follow the approved plans. The Director of Community Development may approve minor changes.
6. Phase II may be subject to review by the Community Design Review Board and Council.

Seconded by Councilmember Koppen

Ayes - all

MEMORANDUM

Action by Council:

TO: City Manager
 FROM: Chad Bergo, Planning Intern
 SUBJECT: **Preliminary Plat Time Extension**
 PROJECT: **Woodlynn Heights Townhomes Numbers 7 & 8**
 LOCATION: Woodlynn Avenue, west of McKnight Road
 DATE: June 30, 1997

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

Mack Nettleton is requesting that the city council approve a one-year time extension for the Woodlynn Heights Townhome preliminary plat. Mr. Nettleton is the property owner. The preliminary plat is on the north side of Woodlynn Avenue, east of Ariel Street. (See the maps on pages 2-3.) This preliminary plat is for nine town house lots. (Refer to the site plan on page 4 and the preliminary plat conditions on page 5.)

BACKGROUND

On November 25, 1991, the city council approved the 17-lot preliminary plat for Woodlynn Heights Townhomes Numbers 5-8 and the final plat for Woodlynn Heights Townhomes No. 5.

On July 27, 1992, the council approved the final plat for the Woodlynn Heights Townhomes No. 6.

On November 23, 1992; January 10, 1994, January 9, 1995, and July 8, 1996, the council approved one-year time extensions for the Woodlynn Heights Numbers 7 and 8 preliminary plat. These approvals were subject to the November 25, 1991, preliminary plat conditions.

DISCUSSION

Mr. Nettleton was considering changing the preliminary plat to reconfigure the Lots 7 and 8 for alternative design plans. He has not decided on a final plan. There have not been any changes to the city code or area that warrant ending the preliminary plat. However, it has been almost six years since the city held a public hearing on this plat. There may be new neighbors near the plat site and they should have a chance to comment on the plans to develop this property. In addition, there has been no physical activity to develop this part of the plat.

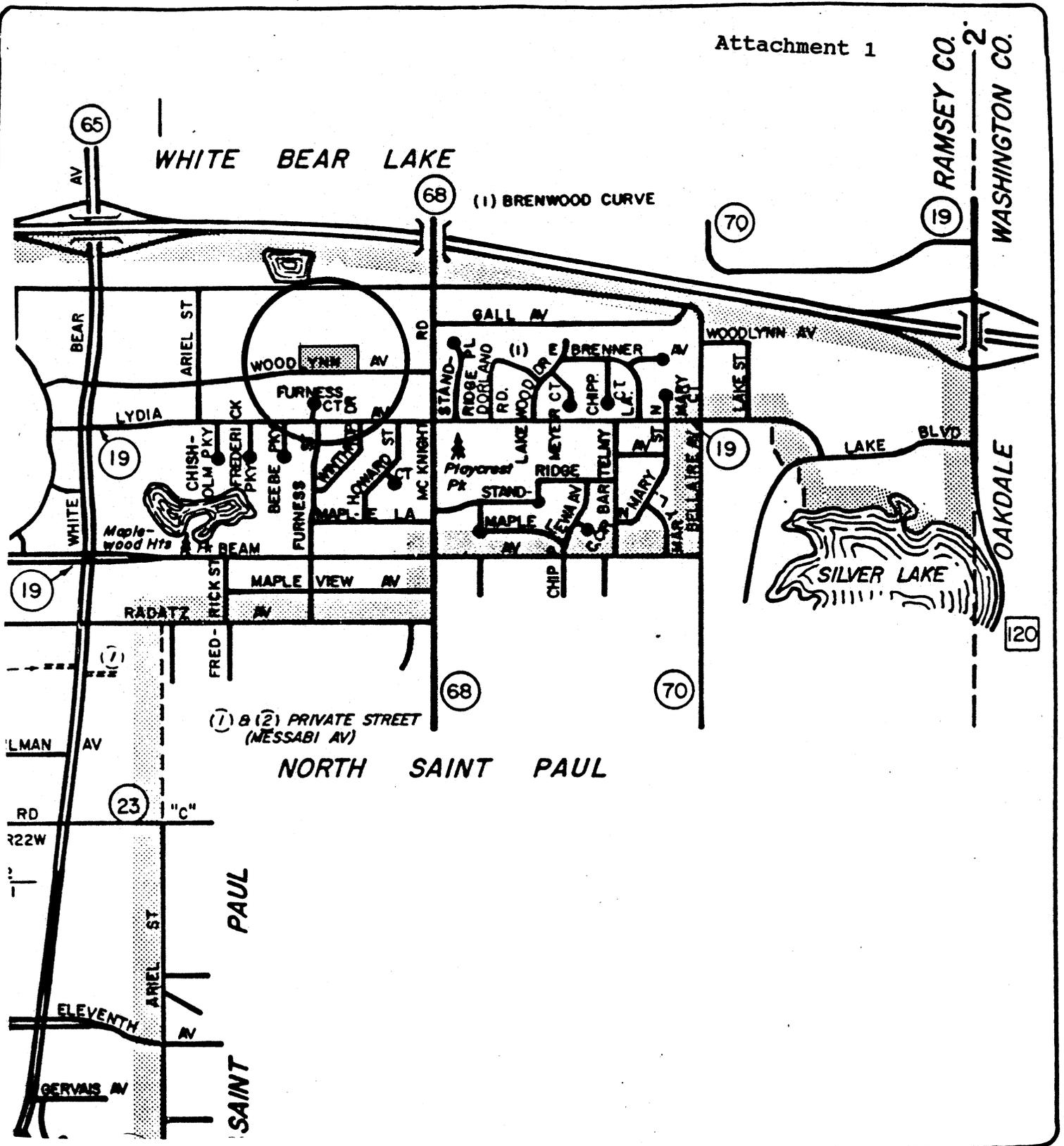
RECOMMENDATION

Approve a final, one-year time extension for the Woodlynn Heights, Lots 7 and 8 preliminary plat. This time extension shall be subject to the November 25, 1991, preliminary plat conditions. If the developer takes no action to develop this site by July, 1998, the city should end this preliminary plat.

p:\...sec\nett2.mem

Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Preliminary Plat Site Plan
4. Preliminary Plat Conditions



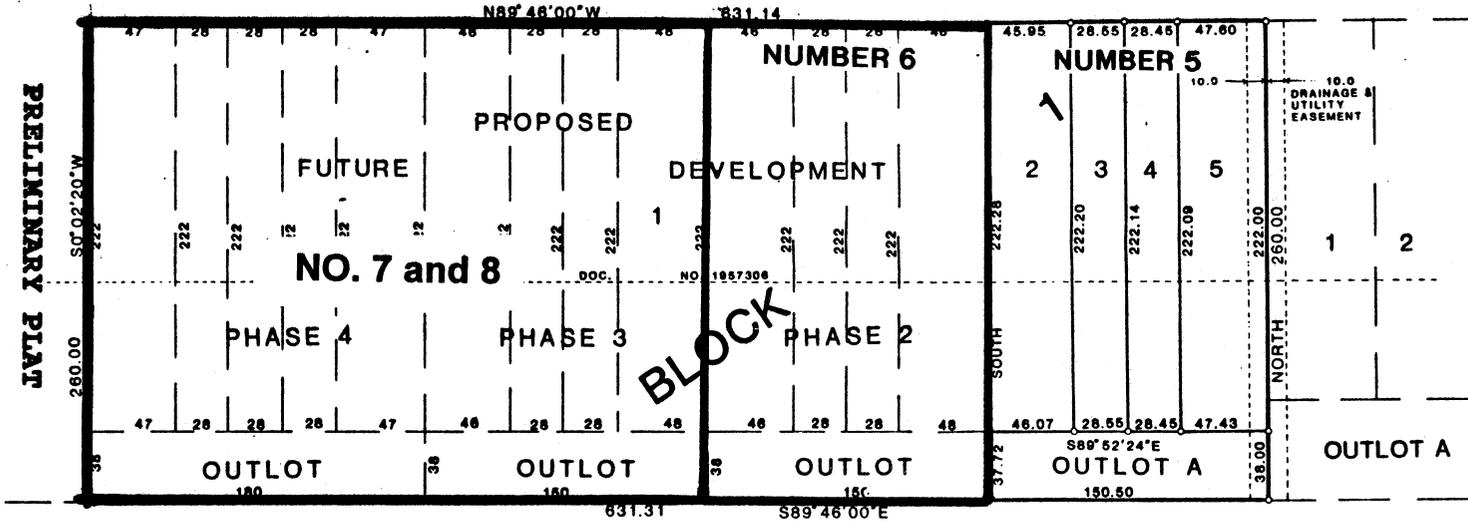
LOCATION MAP



PROPOSED PLAT WOODLYNN HEIGHTS TOWNHOMES NO.5

DESCRIBED AS:

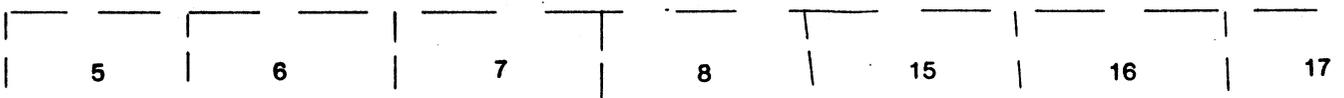
LOT 1, BLOCK 1, WOODLYNN HEIGHTS TOWNHOMES NO. 2



SCALE: 1" = 50'

Attachment 3

WOODLYNN AVE.



LAKE & LAND SURVEYING, INC.
1296 HUDSON ROAD 776-6211
ST. PAUL, MN 55106

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

James E. Danley
James E. Danley, Minn. R.L.S. No. 14887
on the 27TH day of SEPT. 1991.

VALID ONLY WHEN STAMPED WITH IMPRESSION SEAL.

3. 7:20 p.m. (7:23 p.m.), Woodlyn Heights Townhomes:

- a. Preliminary Plat
- b. Final Plat (No. 5)

- a. Mayor Bastian convened the meeting for a public hearing regarding a request for approval of a preliminary plat for 17 town home lots on the north side of Woodlynn Avenue and for final plat approval for four lots on the east end of the preliminary plat.
- b. Manager McGuire presented the staff report.
- c. Director of Community Development Olson presented the specifics of the report.
- d. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Jim Donley, 1296 Hudson Road, Land Surveyor
- e. Mayor Bastian closed the public hearing.
- f. Mayor Bastian moved to approve the Woodlynn Heights Townhomes preliminary plat, (subject to completion of the following conditions before final plat approval), and the Woodlynn Heights No. 5 final plat (subject to signing a developer's agreement, including surety, for a five-foot-wide sidewalk in front of the first addition at the corner of Woodlynn Avenue and McKnight Road).

Conditions for preliminary plat approval:

1. Approval by the City Engineer of final grading, drainage and erosion control plans. The erosion control plan shall be

consistent with the Ramsey Soil and Water Conservation District Erosion and Sediment Control Handbook.
2. Approval by the City Engineer of a signed developer's agreement and escrow for any uncompleted public improvements required by the City. This agreement shall include:
 - a. A five-foot-wide concrete sidewalk along Woodlynn Avenue for at least each lot that the developer includes in a final plat. The agreement for the Woodlynn Heights No. 5 shall include a sidewalk in front of the first addition at the corner of Woodlynn Avenue and McKnight Road.
 - b. Provisions for the repair of Woodlynn Avenue (street and boulevard) after the developer connects to the public utilities.
3. Approval by the Director of Community Development of the homeowner's association bylaws and rules. These are to assure there will be one responsible party for the maintenance of the private utilities, driveways and structure.
4. The developer shall submit to the City a written statement from NSP and Amoco Oil. This statement shall allow the grading in the easement that the developer proposes in the City-approved grading plan.

If the developer decides to final plat part of the preliminary plat, the Director of Community Development may waive any conditions that do not apply to the final plat.

MEMORANDUM

Action by Council:

TO: City Manager
 FROM: Chad Bergo, Community Development Intern
 SUBJECT: **Preliminary Plat Time Extension**
 LOCATION: Duluth Street, West of Edgehill Court
 PROJECT: Goff's Mapleview Fifth Addition
 DATE: June 30, 1997

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

Pat Goff is requesting a one-year time extension for a preliminary plat. The name of the plat is Goff's Mapleview Fifth Addition. Mr. Goff represents Goff Homes, Inc. This plat would be on the south side of Duluth Street, west of Edgehill Court. (See the maps on pages 3-5.) Mr. Goff plans to build two double dwellings (four units) on four lots. (See the plan on page 5.)

BACKGROUND

On April 26, 1993, the city council approved rezonings and the preliminary plat (subject to seven conditions) for Goff's Mapleview Fourth Addition. (See the preliminary plat on pages 4-5 and the minutes on page 6.)

On July 26, 1993, the city council approved the final plat for Goff's Mapleview Fourth Addition. This plat was for a single dwelling and two double dwellings. The plat is on the west side of Duluth Street, south of County Road C. (See the Phase One plan on page 4.)

On April 25, 1994, April 24, 1995, and July 22, 1996, the city council approved a one-year time extension for Goff's Mapleview Fifth Addition preliminary plat. This was subject to the April 26, 1993, conditions for the fourth addition.

DISCUSSION

Mr. Goff is making progress on this plat. He has finished the first phase of the preliminary plat (the fourth addition) including the buildings. The time extension is for the final phase of the preliminary plat. There have not been any changes to the neighborhood that warrant changing or ending the plat.

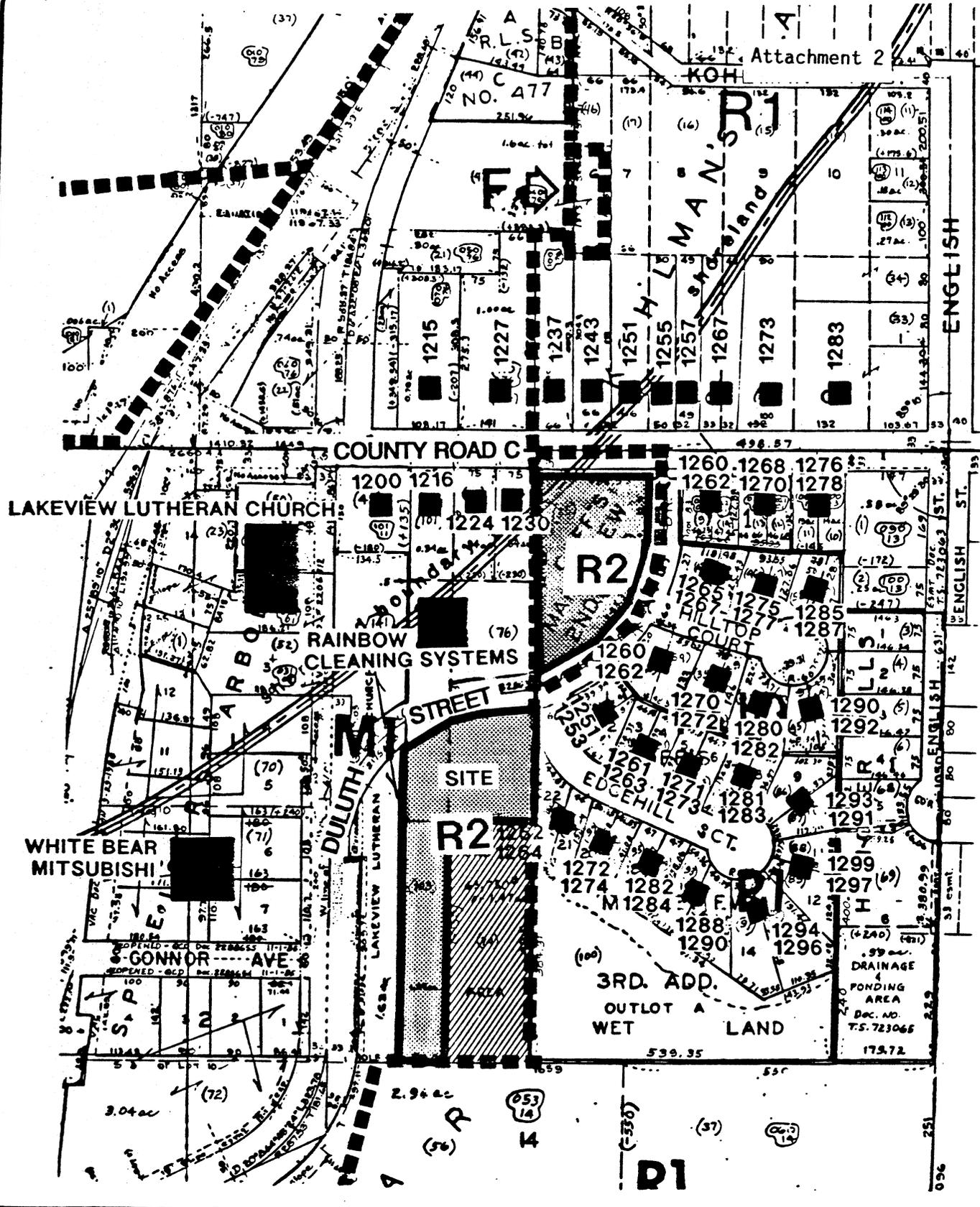
RECOMMENDATION

Approve a one-year time extension for Goff's Mapleview Fifth Addition preliminary plat. This time extension shall be subject to the April 26, 1993, conditions for the Mapleview Fourth Addition preliminary plat.

kr:p:Sec 9/memo47t.mem

Attachments:

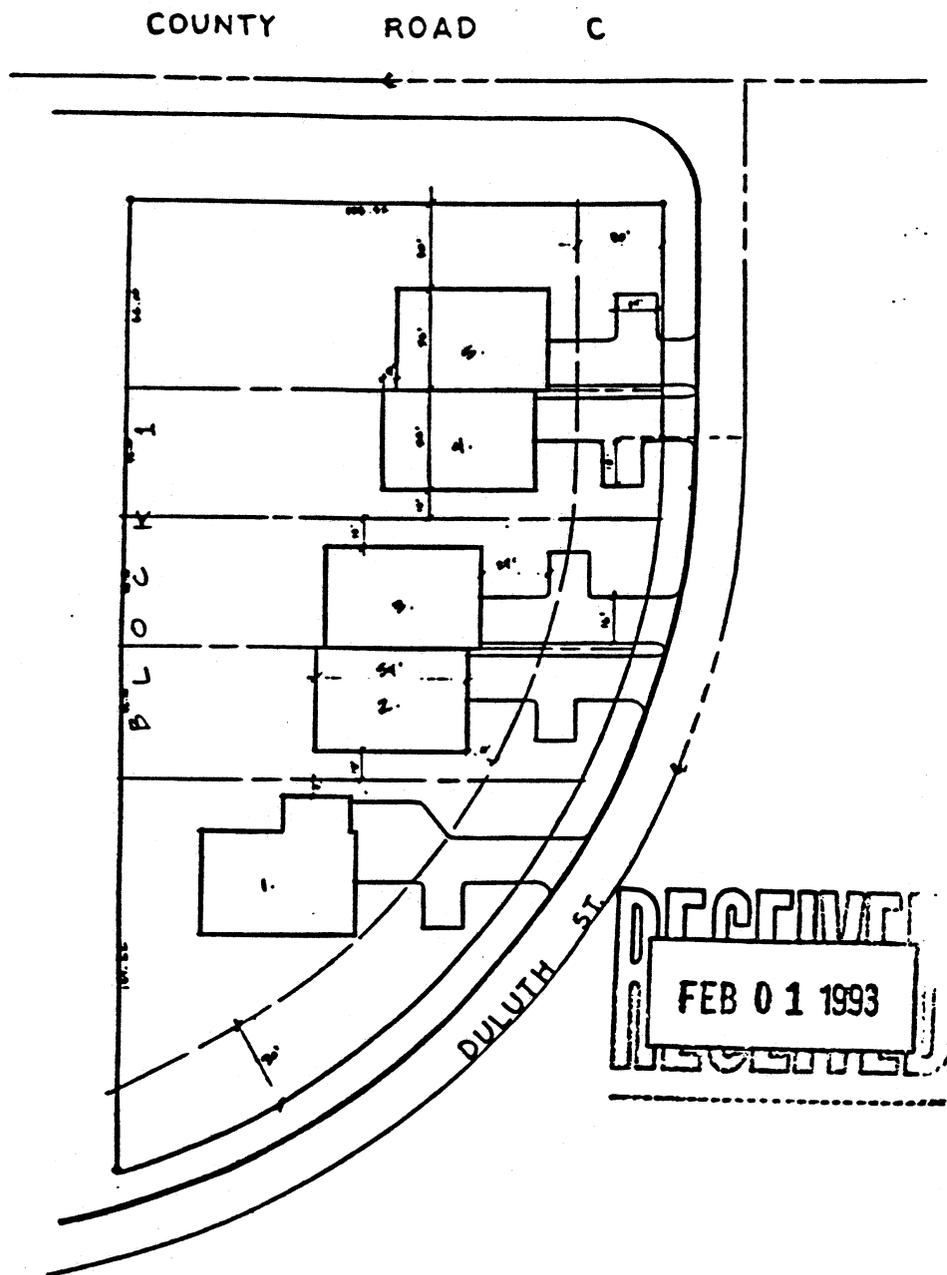
1. Location Map
2. Property Line/Zoning Map
3. Preliminary Plat-Phase 1
4. Preliminary Plat-Phase 2
5. 4-26-93 Council minutes



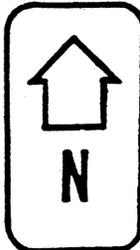
PROPERTY LINE / ZONING MAP

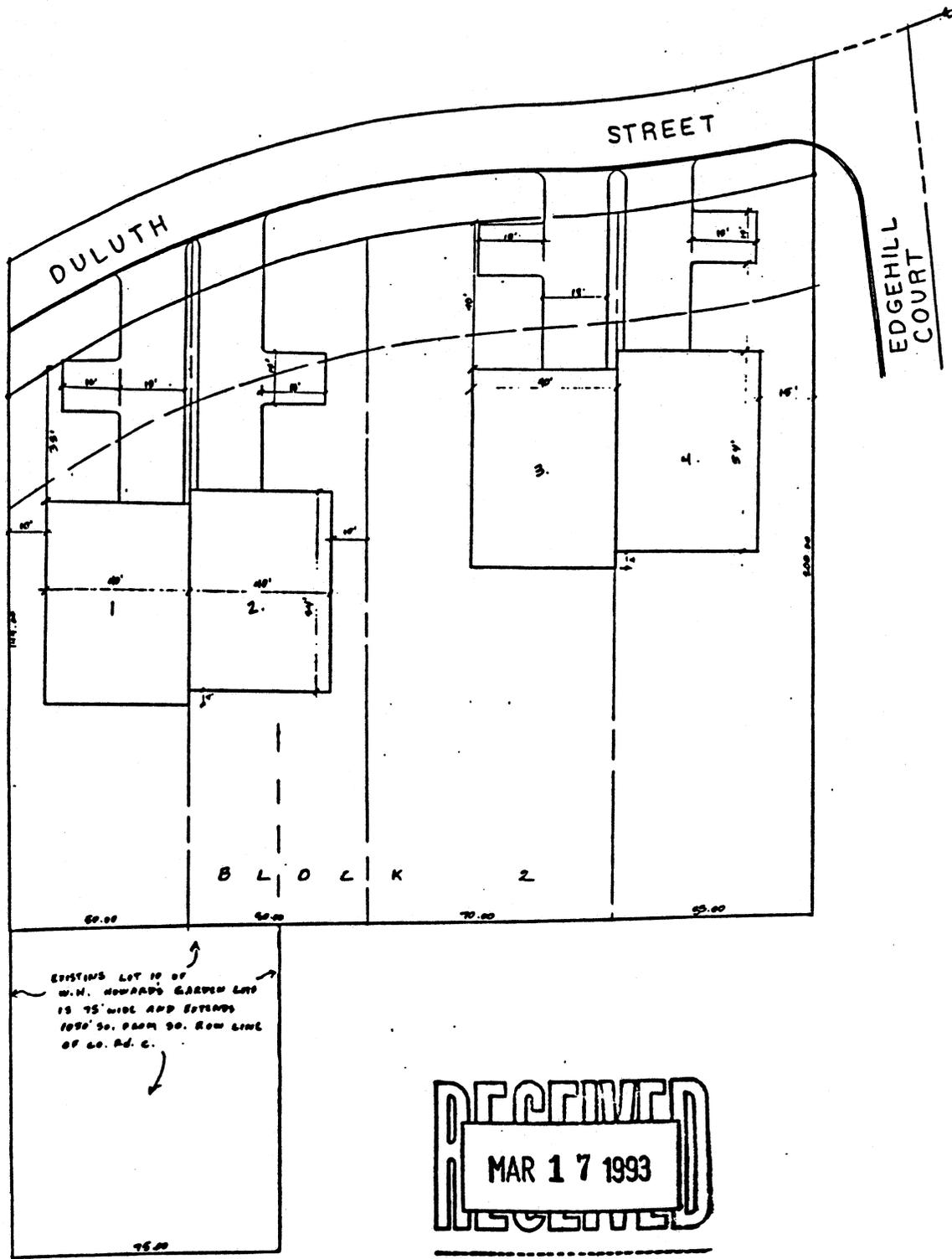
-  Goff's Property to R-2
-  City Property to R-2





PRELIMINARY PLAT
PHASE 1 (FOURTH ADDITION)





PRELIMINARY PLAT
PHASE 2 (FIFTH ADDITION)



- J. Councilmember Juker moved to amend the Resolution, to zone the adjacent property as "farm".

Seconded by Councilmember Zappa

Upon advice of the City Attorney, the motion to amend was ruled out of order as that action would require appropriate notice and a public hearing.

- k. Councilmember Juker withdrew the motion.

VOTE IS ON ORIGINAL RESOLUTION AS INTRODUCED

Ayes - all

Plat

1. Councilmember Zappa moved to approve the preliminary plat for Maplevie 4th Addition subject to the developer doing the following:

- 1) Obtain the City Engineer's approval of final construction plans. These plans shall include grading, utility, drainage and erosion control plans. The utility plan shall show individual utility services to each double dwelling unit. The erosion control plan shall be consistent with the Ramsey Soil and Water Conservation District Erosion Control Handbook.
- 2) Give the City a wetland buffer zone easement over Lots 1-4, Block 2. This easement shall prohibit mowing, cutting, filling or dumping within twenty feet of the wetland.
- 3) Show drainage and utility easements along all property lines in Block One, except along the common property lines for the double dwellings. Show drainage and utility easements along all property lines in Block Two, except along the common property lines for the double dwellings and around Lot Five. These easements shall be ten feet wide along the front and rear property lines and five feet wide along the side property lines.
- 4) Sign an agreement with the City that guarantees that the developer will complete all public improvements and meet all City requirements. This agreement shall include permanent signs along the wetland buffer zone. These signs shall state that there shall be no mowing, cutting, filling or dumping beyond this point.
- 5) Label the fifth lot in Block Two as an outlot and deed it to the City.
- 6) Revise the plat to show a thirty-foot-wide right-of-way dedication for Duluth Street at the northwest corner of Block Two.
- 7) Show the wetland boundaries on the plat.

4-26-93

If the developer decides to final plat part of the preliminary plat, the Director of Community Development may waive any conditions that do not apply to the final plat.

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

MEMORANDUM

TO: Michael A. McGuire, City Manager
FROM: Bruce K. Anderson, Director of Parks and Recreation
DATE: July 8, 1997 for the July 14, 1997 City Council Meeting
SUBJECT: Marketing Contract

INTRODUCTION

In May, 1997 I attended a Council/Manager meeting at which time a discussion was entered into regarding the feasibility of retaining Carver Marketing concepts to assist the Parks and Recreation Department. The City Council indicated a positive response towards retaining a private marketing firm. Staff indicated that dollars had not been identified at that time.

BACKGROUND

Enclosed is a proposed contract for marketing services with Carver Marketing Concepts in the amount of \$12,000.00. The proposed agreement identifies a monthly retainer in the amount of \$3,000.00 or a total cost for the months of July, August, September and October of \$12,000.00.

The 1997 Park and Recreation Administration Budget has \$8,000.00 ear marked for retaining a marketing consultant. The remaining \$4,000.00 has been identified to come from the administration temporary wage account in the amount of \$4,000.00. These monies will become available as our Clerk Typist will be retiring. The Clerk Typist position will be funded out of the recreation activity account for the remainder of 1997 and into 1998.

Staff has proposed \$18,000.00 in the 1998 budget to retain a Marketing Consultant.

I have met with Mr. Carver and he agrees to the contract proposal as attached. Staff will be presenting a monthly update to the Council regarding implementation of a department wide marketing plan. Initial focus of the Marketing Consultant will be as follows:

- 1. Conduct internal training seminars for all Park and Recreation full time staff (8 sessions) twice a month. Sessions will be held during regular work hours and will be conducted and coordinated by Jeff Carver.

2. Three specific projects have been identified:
 - A. A February Bridal Fair to be sponsored by the Park and Recreation Department held at the Maplewood Community Center.
 - B. Marketing of the Community Center and Community Gymnasiums for seminars, business conferences and training sessions.
 - C. Development of a plan of action for Marketing Park and Recreation Department programs, services and facilities to ultimately be implemented by the city staff based on the training provided by Mr. Carver.

RECOMMENDATION

Staff recommends the City Council enter into an agreement with Carver Marketing concepts for a period of 4 months at a fee to not exceed \$12,000.00 with monies to be allocated from the 601 administration.

CMC, Ltd. MARKETING SERVICES AGREEMENT

THIS MARKETING SERVICES AGREEMENT ("Agreement") is made and entered into this 30 day of June, 1997, by and between The City of Maplewood, Minnesota, with its principal place of business at 1830 East County Road B in Maplewood, Minnesota ("Company"), and **Carver Marketing Concepts, Ltd.**, a Minnesota corporation with its principal place of business at 2293 Snowshoe Lane, Maplewood, Minnesota 55119 ("Carver").

RECITALS

WHEREAS, the Company desires to retain the services of Carver as a marketing and strategic planning consultant, and Carver desires to be retained by the Company for such purposes, upon the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the foregoing and of the promises and mutual covenants set forth in this Agreement, the Company and Carver agree and contract as follows:

1. Consulting Services. The Company hereby retains Carver to provide, and Carver hereby agrees to perform, those services described in the attached Schedule I and, for the term of this Agreement, such other reasonable and necessary consulting services as directed by the Company and its executive officers (all of the foregoing constituting the "Marketing Services"). Carver hereby accepts such retention and shall in good faith perform, for and on behalf and in the best interests of the Company, the Marketing Services during the term of this Agreement.

2. Term. This Agreement shall commence the date hereof and continue until terminated upon thirty (30) days' written notice by either party.

3. Compensation. During the term of this Agreement, Carver shall receive compensation from the Company for the Marketing Services as described in the attached Schedule II.

4. Independent Contractor Status. Carver is an independent contractor for the Company, is not an employee of the Company and has sole responsibility for the payment of state and federal income tax upon any payments made by the Company to Carver or contributed on his behalf, including but not limited to consulting fees. Carver shall report such income as earnings from self-employment on his state and federal tax returns. Carver agrees to indemnify and hold harmless the Company from any and all claims, actions or liabilities related to or arising out of failure by Carver to promptly pay all such taxes and file all such returns.

5. Confidentiality; Acknowledgment of Ownership Rights; Indemnification; Remedies

a. Each party acknowledges that it may be receiving Confidential Information of the other under the terms of this Agreement. Each party agrees that all Confidential Information of the other shall be held in strict confidence and shall not be disclosed or used without express written consent of the other party, except as may

be required by law. For purposes of this paragraph 5a, the term "Confidential Information" shall mean any information, data or knowledge, regardless of form, which is delivered or disclosed by a party to the other in writing (by documentary or electronic means, including e-mail and computer disk storage), orally or through visual means.

- b. Except for those items specifically assigned to the Company by Contractor pursuant to a written agreement, the Company acknowledges that it obtains no rights, ownership or otherwise, in the Confidential Information, know-how, trade secrets, trademarks, service marks, patents, and copyrights of Carver.
- c. Each party agrees to indemnify and hold the other party harmless against any loss, damage, expense, or cost, including reasonable attorneys' fees, arising out of the performance of this Agreement by the indemnifying party, its employees and agents with respect to any claim, demand, proceeding, or lawsuit based on an assertion that such indemnifying party was negligent.
- d. The parties hereto each hereby acknowledge and agree that the terms and provisions of this Paragraph 5 are necessary to protect the interests of each of the parties hereto, and that any default under, or violation or breach of, any of the terms or conditions of this Paragraph 5 by either party will result in irreparable harm and injury to the other party for which an award of compensatory damages or any other remedy at law would be inadequate, and that, in addition to any remedies hereunder or at law which may be available to such other party for such default under, or violation or breach of, this Paragraph 5, and regardless of any other provision contained in this Agreement, such other party shall be entitled to injunctive or other equitable relief, including without limitation an order restraining any conduct by the defaulting party which is in violation of this Agreement or otherwise compelling the defaulting party to specifically perform such party's obligations under this Paragraph 5 in all respects.

6. Miscellaneous.

a. Modification. This Agreement supersedes all prior agreements and understandings between the parties relating to the subject matter herein. No modification, termination or attempted waiver of any provision of this Agreement shall be valid unless in writing signed by the party against whom enforcement is sought.

b. Enforceability and severability. If any term of this Agreement is adjudicated to be void, voidable, invalid or unenforceable for any reason, such term shall be automatically severed from all other terms of this Agreement, which will continue in full force and effect. In the event any term is adjudicated to be overbroad as written, such term shall be automatically amended to narrow its application to the extent necessary to make such term enforceable.

c. Governing Law. This Agreement and all remedies hereunder at law or in equity shall be construed and in force in accordance with the laws of the State of Minnesota. The parties do hereby agree and submit to personal jurisdiction in the State of Minnesota for the purpose of any suit, proceedings or hearings brought to enforce or construe the terms of this Agreement, and to hereby agree and stipulate that any such suit or proceeding

or hearing shall be venued and held in Hennepin County, Minnesota. The prevailing party in any such suit, proceeding or hearing shall be entitled to recover from the nonprevailing party all costs that the prevailing party has incurred as a result of the suit, proceeding or hearing including without limitation all travel costs and attorneys fees.

d. Notices. Any notice or other communication required or permitted under this Agreement shall, in order to be effective, be in writing and be given by personal service or by prepaid, certified United States Mail, return receipt requested, addressed to the applicable party at the address for such party set forth in the first paragraph of this Agreement. Notice by service is effective upon service and notice by mail is effective upon mailing. Either party may change the address to which notices for such party are to be sent by so notifying the other party in the manner set forth above.

e. Captions. The captions and headings contained in this Agreement are for convenience only and do not define, limit, construe or give full notice of the contents of the provisions of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Marketing Services Agreement to be executed effective as of the date first set forth above.

Carver Marketing Concepts, Ltd.

By  By _____
Its President Its _____

Proposal

Client:

City of Maplewood, Minnesota
Maplewood Community Center

Date:

April 17, 1997 (**Revised to June 30, 1997**)

Project:

Provide direction, support and assistance in the repositioning of the Maplewood Community Center.

Project Overview:

The City of Maplewood has requested a proposal from Carver Marketing to work with the city's staff, in-house and outside vendors, partners and volunteers in creating the direction to reposition the Maplewood Community Center facility. This repositioning involves support and direction, as needed, in all areas including marketing, advertising, sales, customer service, promotion, cooperative partnerships and securing of sponsors. Carver Marketing would work with the City of Maplewood as an off-site marketing source, providing guidance and direction on all applicable Maplewood Community Center affairs. This direction and support can include plan development, staff training, staff meeting participation, advertising and marketing strategic development and implementation, as well as other areas mutually agreed upon between Carver Marketing and the City of Maplewood.

Description:

Carver Marketing would provide the following services within the allotted time lines of this proposal:

- Repositioning strategic planning and implementation
- Marketing and advertising plan development and support
- Marketing and advertising implementation and support
- Sales training and support
- Promotional direction and implementation
- Community Center vendor support, as requested
- Program creation and development

Time Lines:

This proposal is effective through the following date. After the date cited below, a new proposal must be developed for presentation.

<u>Phase</u>	<u>Action</u>	<u>Date</u>
Phase 1	Proposal Approval & Work Begins	May 17, 1997 (Revised to July 1, 1997)

Proposal for The City of Maplewood Page 2

Costs & Time:

Total Hours	
Budgeted per Month	33.33 Hours
Hourly Rate	\$90
Monthly Retainer Amount	\$3,000
Reimbursed Expenses*	\$50 per month
Total Proposal Costs for 1997	\$12,000 (+ reimbursed expenses)

Reimbursed Expenses

*Reimbursed expenses include travel, telephone, postage, mileage, business meetings, etc. Receipts will be provided for all expenses. Reimbursed expenses are represented by a "not to exceed without approval" estimate only.

Payment Terms:

Carver Marketing requires the monthly retainer amounts paid on or before the first of the month in which the payment is due. A \$3,000 down payment will be due on the approval of Carver Marketing as the vendor for the City of Maplewood, on or before May 17, 1997 (**Revised to July 10, 1997**). The next payment will be due on June 1, 1997 (**Revised to August 1, 1997**), then July 1, (**Revised to September 1, 1997**) etc. Reimbursed expenses will be billed as accrued and are due on receipt.

Conclusion:

Carver Marketing is enthusiastically looking forward to working with The Maplewood Community Center and The City of Maplewood. Your business is very important to Carver Marketing and you can expect a tremendous effort on your behalf. Thank you for the opportunity to present this proposal to you.

Sincerely,

Jeffrey B. Carver, CMD
President
Carver Marketing Concepts, Ltd.

<p>Approved by the City of Maplewood</p> <p>_____</p> <p>For The City of Maplewood</p> <p>_____</p> <p>Date</p>
--

MEMORANDUM

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

DATE: June 16, 1997

TO: Mike McGuire
City ManagerFROM: *SL*
Sherrie Le
Human Resource Director

SUBJECT: Non-Union Compensation Study

Background

One of my goals last year was to conduct a compensation study of the non-union positions. At your request, I excluded your position and those in emergency management. The proposed salary ranges are attached. There is approximately a 30% spread between the minimum and maximum.

The purpose of the compensation review was to determine how our non-union salary ranges compared to the market. I found that our salary ranges were lower than the market's median for many of these positions. (This means that more than 50% of other comparable cities pay more than what we do.) It is important to pay at least at the 50th percentile to attract and retain good candidates, and also for a sense of equity.

The salary ranges were developed using both internal equity and external market data using the 1996 DCA Stanton Salary Survey. I then adjusted the ranges by 2.7% to bring them in line with 1997 wages as the new ranges were not ready for Council consideration in 1996. Including internal equity as a factor is important for compliance with the Minnesota Local Government Pay Equity Act.

Methodology

I used salary data from the 1996 DCA Stanton Salary Survey, Group V cities, excluding Bloomington. The population difference between Maplewood and Bloomington (86,683) was too great to consider Bloomington as comparable.

Within that pool of cities, we matched jobs on an individual basis using knowledge of our jobs and job descriptions from the other cities. Not all cities in the Stanton V Group had positions comparable to our positions. We excluded data from cities where the jobs were substantially different from our jobs.

As no two jobs are exactly alike, there are no perfect matches. Where there was a reasonably good match, we included the data in the analysis. Some of our positions had less than the ideal number of matches, so we relied more heavily on internal equity and to a lesser degree on the market data.

Recommendation

I recommend the Council adopt the salary ranges for the non-union positions listed in Attachment "A" effective July 14, 1997. Under this proposal, some pay ranges will remain essentially unchanged, some will have only their minimum or maximum pay adjusted, and some will have both the minimum and maximum pay adjusted.

Covered employees will not automatically receive pay increases. We will use the performance-based system in place for increases (See attached Non-Union Pay Plan Guidelines - Revised June 1997).

If you have any questions, please do not hesitate to ask.

Attachment A

1997 Proposed Non-Union Salary Ranges

<u>Job Title</u>	<u>Minimum</u>	<u>Maximum</u>
Payroll Technician	28,970	37,670
Executive Secretary	30,073	39,095
Administrative Asst.-Police	34,578	46,166
Administrative Asst.-COS	34,578	46,166
Fire Marshal	40,250	52,475
MIS Coordinator	40,275	53,770
MCC Manager	41,362	53,770
Asst. Finance Director	41,990	56,060
City Clerk	41,990	56,060
Assistant To The Manager	45,000	58,000
Police Captain	50,769	67,782
Assistant Manager	53,806	71,836
Fire Chief	56,465	75,387
Human Resource Director	56,465	75,387
Parks & Recreation Director	56,465	75,387
Community Development Director	56,465	75,387
Finance Director	58,883	78,615
Police Chief	58,883	78,615
Public Works Director	58,883	78,615

CITY OF MAPLEWOOD

NON-UNION PAY PLAN GUIDELINES

APPLICABILITY

These guidelines apply to non-union employees, with the exception of employees who are temporary, seasonal, or part-time (less than 14 hours/week) non-benefit-earning employees. The following general guidelines have been developed in order to assist the City Manager in determining movement within salary ranges for individual employees covered by this pay plan.

ANNUAL ADJUSTMENT OF RANGES AND SALARIES

Salary ranges will normally be adjusted on January 1st of each year by the Council-approved annual adjustment for cost-of-living purposes. Employees will automatically receive this annual adjustment as do employees covered by a collective bargaining agreement except where the Manager determines a performance problem exists that merits withholding of this increase.

INDIVIDUAL MOVEMENT WITHIN RANGE

The City Manager will determine at which point in the salary range a new employee shall start based on experience, current salary, internal equity, and additional training or skills. Movement within the salary range shall be at the discretion of the City Manager, based on experience and performance. Increases will normally occur on the employee's anniversary date. The Pay Plan philosophy represents an overall pay goal and individual employee compensation may vary from the actual plan. When pay increases occur, they will normally be effective on the employee's anniversary date (date hired or promoted into the job class.)

Minimum requirements for advancement to the range maximum include:

- 10 years relevant experience,
- 5 of which are with the City of Maplewood;
- past 3 years demonstrated above average performance;
- on-going commitment to teamwork philosophy; and
- demonstrated initiative/extra effort in job.

EMPLOYEES ABOVE RANGE MAXIMUM

Employees will not receive pay above their salary range maximum.

MERIT PAY (PAY FOR PERFORMANCE)

Employees are eligible for merit pay of up to 5% of their annual salary, based on performance, to be paid in a lump sum on an annual basis. Merit pay will not be added to an employee's base salary.

New Hires - New employees starting September 1 or after of a given year, will not be eligible for merit pay their first year. Employees starting before September 1 will be eligible for merit pay based on a percentage of their actual salary for that year.

Terminating Employees - Employees who resign on or before June 30th of a given year will not be eligible for merit pay. Employees who resign after June 30th will be eligible for pro-rated merit pay.

Original Date: 11/20/90
Revised: 07/14/97

HR\NONUNION.GUI

NON-UNION SALARY RANGES

POSITION	CURRENT SALARY	1996 RANGE	1997 RANGE* AS OF 01/01/97
ADMINISTRATIVE ASSISTANT-Police	\$36,608	\$32,880 - \$41,095	\$33,768 - \$42,205
ADMINISTRATIVE ASSISTANT-COS (Temporary Assignment)	35,006	N/A	33,768 - 42,205
ASSISTANT CITY MANAGER		46,476 - 60,417	47,731 - 62,048
ASSISTANT TO THE MANAGER	46,000	N/A	45,000 - 58,000
ASSISTANT FINANCE DIRECTOR	47,549	40,000 - 50,000	41,080 - 51,350
CITY CLERK	39,146	35,000 - 47,000	35,945 - 48,269
CITY MANAGER	93,954	72,093 - 97,118	74,040 - 99,740
COMMUNITY CENTER MANAGER	49,213	42,777 - 52,356	43,932 - 53,770
COMMUNITY DEVELOPMENT DIRECTOR	61,651	52,434 - 68,161	53,850 - 70,001
EXECUTIVE SECRETARY	37,544	30,117 - 36,561	30,930 - 37,548
FINANCE DIRECTOR	73,986	55,409 - 72,037	56,905 - 73,982
FIRE MARSHAL	43,846	40,751 50,945	41,851 - 52,321
FIRE CHIEF	59,738	50,631 - 64,188	51,998 - 65,921
HUMAN RESOURCE DIRECTOR	63,586	49,452 - 64,288	50,787 - 66,024
MIS COORDINATOR	46,384	40,752 - 49,154	41,852 - 50,481
PARKS & RECREATION DIRECTOR	62,213	51,243 - 67,389	52,627 - 69,209
PAYROLL TECHNICIAN	37,669 18,363	27,435 - 36,670	28,176 - 37,660
POLICE CAPTAIN (Both "Acting" Status)	53,934 52,790	49,217 - 61,517	50,546 - 63,178
POLICE CHIEF	64,272	55,409 - 72,037	56,905 - 73,982
PUBLIC WORKS DIRECTOR	72,467	55,409 - 72,037	56,905 - 73,982
EMERGENCY MGMT. DIRECTOR	9,318	N/A	N/A
ASST. EMERGENCY MGMT. DIRECTOR	5,803	N/A	N/A

6/24/97

*Increased by 2.7% per Stanton Survey Summary of 1996 Salary Increases.

**Salaries do not include deferred compensation, merit pay or any lump sum payments.

Agenda No. F-11

Action by Council:

AGENDA REPORT

Endorsed _____

Modified _____

Rejected _____

Date _____

DATE: July 3, 1997

TO: Mike McGuire
City Manager

FROM: 
Sherrie Le
Human Resource Director

SUBJECT: Proposed Settlement - L.E.L.S. Local #173, Sergeants

I have attached the proposed three-year negotiated contract settlement between the City and Law Enforcement Labor Services, Local 173. This settlement has been ratified by their membership. Unless otherwise stated below, all changes are proposed to be effective upon final ratification.

Please present to the City Council for approval.

CITY OF MAPLEWOOD
AND
LAW ENFORCEMENT LABOR SERVICES
LOCAL 173

CONTRACT NEGOTIATIONS
TENTATIVE SETTLEMENT

JULY 3, 1997

1. Duration Three year agreement to expire 12-31-99

2. Wages General wage increase as follows:

 3.0% effective January 1, 1997

 3.0% effective January 1, 1998

 2.0% effective January 1, 1999

 1.0% effective July 1, 1999

3. Deferred Compensation

Effective May 1, 1994 the City's contribution to deferred compensation will increase from \$70 to \$80 per month. No match is required by the employees. (This is consistent with no match being required for any other City employees.)

No other change for the duration of the contract unless a change is negotiated for the police officer bargaining unit for 1999. If an adjustment occurs for the police officer unit, the sergeant unit will automatically receive the same adjustment.

4. Funeral Leave

We agreed to language consistent with the recently revised personnel policy and other contracts adding "legal guardians" and "individuals who are under the employee's legal guardianship."

5. Education

We limited educational reimbursement to the per credit cost at the University of Minnesota. Employees may elect to attend a more expensive school provided the Employee pays the additional cost. Previously, there was no limit to the amount we would reimburse employees other than a percentage of actual cost.

6. Housekeeping

- We eliminated some old language referring to changes that were effective in the past.
- We corrected a previous change exchanging Columbus Day for the Day After Thanksgiving.
- We eliminated 16.2 which referred to a one year wait before vacation could be used for new hires. This issue is covered in the Personnel Policies. The Personnel Policies require a six month wait before vacation can be used, for new hires. Sergeant positions are usually filled as promotions, with internal staff. With the Personnel Policy language and the rarity of a new hire in this job class, the language was unnecessary.
- We clarified an existing practice giving sergeants who work a 5/2 schedule, another day off if required to work on a holiday.

LABOR AGREEMENT

BETWEEN

CITY OF MAPLEWOOD

AND

LAW ENFORCEMENT LABOR SERVICES, LOCAL 173

SERGEANTS

January 1, 1997 - December 31, 1999

TABLE OF CONTENTS

ARTICLE

1	PURPOSE OF AGREEMENT	1
2	RECOGNITION	1
3	DEFINITIONS	1
4	EMPLOYER SECURITY	2
5	EMPLOYER AUTHORITY	2
6	UNION SECURITY	2
7	EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE	3
8	SAVINGS CLAUSE	6
9	SENIORITY	6
10	DISCIPLINE	6
11	CONSTITUTIONAL PROTECTION	7
12	WORK SCHEDULES	7
13	OVERTIME	8
14	COURT TIME	8
15	CALL BACK TIME	8
16	VACATIONS	9
17	HOLIDAYS	9
18	SICK LEAVE	10
19	SEVERANCE PAY	11
20	FUNERAL LEAVE	11
21	INJURY ON DUTY	11

TABLE OF CONTENTS
(Continued)

22	INSURANCE	12
23	STANDBY PAY	12
24	UNIFORMS	12
25	EDUCATION	12
26	FALSE ARREST	13
27	WAIVER	13
28	DURATION	14
	WAGE RATES	APPENDIX A - 15
	DEFERRED COMPENSATION	APPENDIX A - 16
	MERIT PAY	APPENDIX A - 16
	PARAMEDIC DIFFERENTIAL	APPENDIX A - 16

ARTICLE 1
PURPOSE OF AGREEMENT

This Agreement is entered into between the City of Maplewood, hereinafter called the Employer, and Law Enforcement Labor Services, Local 173 hereinafter called the Union.

It is the intent and purpose of this Agreement to:

- 1.1 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or application; and
- 1.2 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.

ARTICLE 2
RECOGNITION

- 2.1 The Employer recognizes the Union as the exclusive representative, under Minnesota Statutes, Section 179A.03, Subdivision 14, for all police personnel in the following job classification:

Police Sergeant

- 2.2 In the event the Employer and the Union are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3
DEFINITIONS

- 3.1 UNION: Law Enforcement Labor Services, Local 173.
- 3.2 UNION MEMBER: A member of Law Enforcement Labor Services, Local 173.
- 3.3 EMPLOYEE: A member of the exclusively recognized bargaining unit.
- 3.4 DEPARTMENT: The City of Maplewood Police Department.
- 3.5 EMPLOYER: The City of Maplewood.
- 3.6 CHIEF: The Chief of the Maplewood Police Department.
- 3.7 UNION OFFICER: Officer elected or appointed by Law Enforcement Labor Services, Local 173.

- 3.8 OVERTIME: Work performed at the express authorization of the EMPLOYER in excess of one-half hour of the Employee's scheduled shift.
- 3.9 SCHEDULED SHIFT: A consecutive work period including rest breaks and a lunch break.
- 3.10 REST BREAKS: Periods during the SCHEDULED SHIFT during which the Employee remains on continual duty and is responsible for assigned duties.
- 3.11 LUNCH BREAK: A period during the SCHEDULED SHIFT during which the Employee remains on continual duty and is responsible for assigned duties.
- 3.12 STRIKE: Concerted action in failing to report for duty, the willful absence from one's position, the stoppage of work, slow-down, or abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purposes of inducing, influencing or coercing a change in the conditions or compensation or the rights, privileges or obligations of employment.

ARTICLE 4
EMPLOYER SECURITY

The Union agrees that during the life of this Agreement the Union will not cause, encourage, participate in, or support any strike, slow-down, or other interruption of or interference with the normal functions of the Employer.

ARTICLE 5
EMPLOYER AUTHORITY

- 5.1 The Employer retains the full and unrestricted right to operate and manage all manpower, facilities, and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structures; to select, direct, and determine the number of personnel; to establish work schedules; and to perform any inherent managerial function not specifically limited by this Agreement.
- 5.2 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate except for those items that are mandatory subjects of bargaining.

ARTICLE 6
UNION SECURITY

- 6.1 The Employer shall deduct from the wages of Employees who authorize such a deduction in writing an amount necessary to cover monthly Union dues. Such monies shall be remitted as directed by the Union.

- 6.2 The Union may designate Employees from the bargaining unit to act as a steward and an alternate and shall inform the Employer in writing of such choice and changes in the position of steward and/or alternate.
- 6.3 The Employer shall make space available on the Employee bulletin board for posting Union notice(s) and announcement(s).
- 6.4 The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders, or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of the Article.
- 6.5 The Employer agrees not to enter into any additional agreements with Employees, individually or collectively concerning any terms or conditions of employment as defined by M.S. 179A.03, Subd. 19.

ARTICLE 7
EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

- 7.1 Definition of a Grievance - A grievance as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.
- 7.2 Union Representatives - The Employer will recognize Representatives designated by the union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Union's Representatives and/or their successors when so designated as provided by 6.2 of the Agreement shall be the sole representative of the Union.
- 7.3 Processing of a Grievance - It is recognized and accepted by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the Employees and shall therefore be accomplished during normal working hours only when consistent with such Employee duties and responsibilities. The aggrieved Employee and a Union Representative shall be allowed a reasonable amount of time without loss in pay when a grievance is investigated and presented to the Employer during normal working hours provided that the Employee and the Union Representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer.
- 7.4 Procedure - Grievances, as defined by Section 7.1, shall be resolved in conformance with the following procedure.

Step 1. An Employee claiming a violation concerning the interpretation of application of this Agreement shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the Employee's supervisor as designated by the Employer.

The Employer-designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, the remedy requested, and shall be appealed to Step 2 within ten (10) calendar days after the Employer-designated representative's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the Union within ten (10) calendar days shall be considered waived.

Step 2. If appealed, the written grievance shall be presented by the Union and discussed with the Employer-designated representative. The Employer-designated representative shall give the Union the Employer's Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed in Step 3 within ten (10) calendar days following the Employer-designated representative's final Step 2 answer. Any grievance not appealed in writing to Step 3 by the Union within ten (10) calendar days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented by the Union and discussed with the Employer-designated Step 3 representative. The Employer-designated representative shall give the Union the Employer's answer in writing within ten (10) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the Employer-designated representative's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the Union within ten (10) calendar days shall be considered waived.

Step 3a. If the grievance is not resolved at Step 3 of the grievance procedure, the parties, by mutual agreement, may submit the matter to mediation with the Bureau of Mediation Services. Submitting the grievance to mediation preserves time lines for Step 4 of the grievance procedure. Any grievance not appealed in writing to step 4 by the Union within ten (10) calendar days of mediation shall be considered waived.

Step 4. A grievance unresolved in Step 3 and appealed to Step 4 by the Union shall be submitted to arbitration subject to the provisions of the Public Employment Labor relations Act of 1971. The selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances" as established by the Bureau of Mediation Services.

7.5 Arbitrator's Authority

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issues(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decisions shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.
- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings the cost shall be shared equally.

7.6 Waiver - If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not responded to within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time in each step may be extended by mutual written agreement of the Employer and the Union in each step.

7.7 Choice of Remedy - If, as a result of the written Employer response in Step 3, the grievance remains unresolved, and if the grievance involves the suspension, demotion, or discharge of an Employee who has completed the required probationary period, the grievance may be appealed either to Step 4 of Article 7 or a procedure such as: Civil Service, Veteran's Preference, or Fair Employment. If appealed to any procedure other than Step 4 of Article 7 the grievance is not subject to the arbitration procedure as provided in Step 4 of Article 7. The aggrieved Employee shall indicate in writing which procedure is to be utilized -- Step 4 of Article 7 or another appeal procedure -- and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved Employee from making a subsequent appeal through Step 4 of Article 7.

ARTICLE 8
SAVINGS CLAUSE

This Agreement is subject to the laws of the United States, the State of Minnesota, and the City of Maplewood. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgement or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party.

ARTICLE 9
SENIORITY

- 9.1 Seniority shall be determined by the Employee's length of continuous employment as a Sergeant with the Police Department and posted in an appropriate location.
- 9.2 During the probationary period a newly hired or rehired Employee may be discharged at the sole discretion of the Employer. During the probationary period a promoted or reassigned Employee may be returned to their previous position at the sole discretion of the Employer.
- 9.3 A reduction of work force will be accomplished on the basis of seniority. Employees shall be recalled from layoff on the basis of seniority. An Employee on layoff shall have an opportunity to return to work within two years of the time of the layoff before any new Employee is hired or promoted.
- 9.4 Patrol shift selection shall be based upon seniority.
- 9.5 Employees may select two (2) continuous vacation periods by seniority each year. The first choice shall be selected from a posting posted by March 1st. Such selection shall be completed by March 31st. The second choice shall be selected from a posting posted by April 1st. Such selection shall be completed by April 30th. There shall be no second choice bids until first choice bids have been completed. Employees shall bid in a timely manner. After April 30th, vacations shall be bid on a first-come, first-served basis.

ARTICLE 10
DISCIPLINE

- 10.1 The Employer will discipline Employees for just cause only. Discipline will be in one or more of the following forms:
 - a) oral reprimand;
 - b) written reprimand;
 - c) suspension;
 - d) demotion; or
 - e) discharge.

- 10.2 Suspensions, demotions, and discharges will be in written form.
- 10.3 Written reprimands, notices of suspension, and notices of discharge, which are to become part of an Employee's personnel file shall be read and acknowledged by signature of the Employee. Employees and the Union will receive a copy of such reprimands and/or notices.
- 10.4 Employees may examine their own individual personnel files at reasonable times under the direct supervision of the Employer.
- 10.5 Employees will not be questioned concerning an investigation of disciplinary action unless the Employee has been given an opportunity to have a Union representative present at such questioning.
- 10.6 Grievances relating to this Article shall be initiated by the union in Step 3 of the grievance procedure under Article 7.

ARTICLE 11
CONSTITUTIONAL PROTECTION

Employees shall have the rights granted to all citizens by the United States and Minnesota State Constitutions.

ARTICLE 12
WORK SCHEDULES

- 12.1 The normal work year is two thousand and eighty hours (2,080) to be accounted for by each Employee through:
 - a) hours worked on assigned shifts;
 - b) holidays;
 - c) assigned training;
 - d) authorized leave time.
- 12.2 Holidays and authorized leave time is to be calculated on the basis of the actual length of time of the assigned shifts.
- 12.3 Nothing contained in this or any other Article shall be interpreted to be a guarantee of a minimum or maximum number of hours the Employer may assign Employees.
- 12.4 Employees may voluntarily switch shifts with their Supervisor's approval. Voluntary switching of shifts shall not obligate the Employer for overtime pay.

ARTICLE 13
OVERTIME

- 13.1 Employees will be compensated at one and one-half (1-1/2) times the Employee's regular base rate for hours worked in excess of one-half hour of the Employee's regularly scheduled shift. Changes of shifts do not qualify an Employee for overtime under this Article.
- 13.2 Overtime will be distributed as equally as practicable.
- 13.3 Overtime refused by Employees will for record purposes under Article 13.2 be considered as unpaid overtime worked.
- 13.4 For the purpose of computing overtime compensation , overtime hours worked shall not be pyramided, compounded, or paid twice for the same hours worked.
- 13.5 Overtime will be calculated to the nearest fifteen (15) minutes.
- 13.6 Employees have the obligation to work overtime or call backs if requested by the Employer unless unusual circumstances prevent the Employee from so working.

ARTICLE 14
COURT TIME

An Employee who is required to appear in Court during his scheduled off-duty time shall receive a minimum of three (3) hours pay at one and one-half (1-1/2) times the Employee's base pay rate. An extension or early report to a regularly scheduled shift for Court appearance does not qualify the Employee for the three (3) hour minimum.

ARTICLE 15
CALL-BACK TIME

An Employee who is called to duty during his scheduled off-duty time shall receive a minimum of two (2) hours' pay at one and one-half (1-1/2) times the Employee's base pay rate. An extension or early report to a regularly scheduled shift for duty does not qualify the Employee for the two (2) hour minimum.

Paramedics called back for medical calls will receive a minimum of two (2) hours at time and one-half pay for the first call back in a designated on-call period. Thereafter, any medical call back in the same on-call period will be paid for at a minimum of one hour at a time and one-half for each call back.

ARTICLE 16
VACATIONS

16.1 Employees shall earn annual paid vacation leave as per the following schedule:

1-4 years of service	10 working days per year (5/6 day per month)
5-11 years of service	15 working days per year (1-1/4 days per month)
12-20 years of service	20 working days per month ($\frac{1}{2}$ /3 days per month)
21 years and up	25 working days per month (2-1/2 days per month)

16.2 Employees shall be allowed to carry over a maximum of one and one-half (1-1/2) times their annual earning rate into any succeeding year.

ARTICLE 17
HOLIDAYS

17.1 Each regular full-time Employee shall be granted twelve (12) paid holidays per year. These holidays shall be credited toward the normal work year as per 12.1 of the Labor Agreement.

17.2 Any Employee working more than four (4) hours on any of the following listed ten (10) statutory holidays shall be credited in either pay or compensatory time off with an additional four (4) hours. Any Employee working two shifts on any of the ten (10) statutory holidays shall be credited with an additional four (4) hours in either pay or compensatory time off.

New Year's Day	Martin Luther King's B-day
President's Day	Veteran's Day
Memorial Day	Independence Day
Labor Day	Thanksgiving Day
Day After Thanksgiving	Christmas Day

- 17.3 Employees who work a 5/2 schedule shall receive two (2) personal holidays per year, provided holidays are used within the current calendar year. Employees on a 5/2 schedule who are required to work on one of the above-listed holidays will be given another day off as soon as practicable in addition to other premium pay they may be eligible to receive.

ARTICLE 18
SICK LEAVE

- 18.1 A full-time Employee shall accumulate sick leave at a rate of one and one-quarter (1/1/4) days per month. Accumulated sick leave shall never total more than three hundred (300) days. Actual sick leave cannot be made up by additional work shifts.
- 18.2 Full-time Employees can convert sick leave to vacation or deferred compensation (at the Employee's current pay rate) on December 31st of any year assuming the Employee elected the conversion option at the beginning of the year and had at least 800 hours at that time. The rate of conversion will be two (2) hours of sick leave for one (10) hour of vacation or deferred compensation. Such conversion shall not exceed a total of forty-eight (48) hours of vacation or deferred compensation.

The sick leave balance will be capped (frozen) on January 1 of the year the option is first elected. That balance or cap (which can be anything between 800 and 2400 hours) will remain as the cap for that Employee into the future.

Employees will, however, accrue additional sick leave hours (above the cap) during the succeeding twelve months at the regular accrual rate only for purposes of conversion or use during that year.

The conversion will take place on December 31st and will be limited to the 48 hours as stated above. Only hours earned in excess of the cap (January 1 through December 31) are eligible for conversion. Any additional hours accrued but unused during that year will be lost.

An Employee who does not elect the conversion option will never accrue above 2400 hours. Employees who are close to, or at, 2400 hours who elect the conversion option at the beginning of a given year can accrue additional sick leave above the 2400 hours during the year only for purposes of conversion, or use, during that year. Hours accrued but unused between January 1 and December 31 of that year will then be converted to a maximum of 48 hours of vacation or deferred compensation. Any remaining balance above the cap will be lost. The Employee will start the following year with no more than 2400 hours.

Employees who have a sick leave cap and who retire or resign under satisfactory conditions prior to December 31 of a given year, will be eligible to convert up to 80% of sick leave accrued and unused during that year.

ARTICLE 19
SEVERANCE PAY

Upon retirement or termination under satisfactory conditions, after at least ten (10) years of service, the Employee shall receive one-half (½) of his/her accumulated sick leave upon the basis of the Employee's outgoing salary. In case of death which cannot be contributed to his/her duty, payment of one-half (½) of Employee's sick leave shall be paid to the Employee's beneficiary. In case of death in the line of duty, payment of the Employee's full accumulated sick leave shall be made to the Employee's beneficiary.

ARTICLE 20
FUNERAL LEAVE

A maximum of up to three (3) days of funeral leave with pay shall be extended to a regular full-time Sergeant upon the death of a member of the immediate family of said Sergeant or his/her spouse (i.e. spouse, children, sons-in-law, daughters-in-law, grandchildren, parents, grandparents, brothers, sisters, legal guardian, or individuals who are under the employee's legal guardianship) for the attendance to the funeral or other demonstrated need in relation thereto. Any leave beyond one (1) day to be upon approval of the immediate supervisor.

The actual time off, and funeral leave approved, will be determined by the department head depending on the individual circumstances (such as closeness of the relative, arrangements to be made, distance to the funeral, etc.) Eligibility for time off in accordance with this policy will be pro-rated for part-time employees.

ARTICLE 21
INJURY ON DUTY

Employees injured during the performance of their duties for the Employer and thereby rendered unable to work for the Employer will be paid no more than the difference between the Employee's regular take home pay and Worker's Compensation insurance payments for a period not to exceed ninety (90) working days per injury, not charged to the Employee's vacation, sick leave, or other accumulated paid benefits, after a five (5) working day initial waiting period per injury. The five (5) working day waiting period shall be charged to the Employee's sick leave account less Worker's Compensation insurance payments.

ARTICLE 22
INSURANCE

- 22.1 For each regular full-time Employee, the Employer shall contribute 100% of the insurance premium for health insurance covering such Employee. In addition, the Employer shall contribute 50% of the cost of health insurance covering such Employee's dependents, plus \$20 per month. The Employer shall also pay the cost of a \$25,000 group term life insurance policy for each regular full-time Employee. The Employer shall pay for long-term disability insurance for regular full-time Employees as defined by the Long-Term Disability policy.
- 22.2 Dental Insurance Option. The Employer shall pay 100% towards the cost of Employee dental coverage.
- 22.3 The Employer will provide an IRS-125 plan for the Employee's contribution in order to permit the Employee to pay with pre-tax dollars.

ARTICLE 23
STANDBY PAY

Paramedic Sergeants on medical on-call status shall be paid at the rate of one-quarter (1/4) hour pay for each hour on-call.

ARTICLE 24
UNIFORMS

The Employer shall provide required uniform and equipment items.

ARTICLE 25
EDUCATION

The Employer agrees to pay one-half (1/2) of the cost of tuition and books upon successful completion (C grade or better) and 75% reimbursement of tuition and books upon successful completion with a "B" grade or better, during the term of this Agreement, for accredited course work at the high school, vocational, undergraduate, or graduate college level which is determined by the Employer to be job related. All course work covered by this Article shall be during non-working hours. The maximum reimbursement will be based on the per credit cost at the University of Minnesota. Employees may elect to attend a more expensive school provided the Employee pays the additional cost.

ARTICLE 26
FALSE ARREST

The Employer shall provide and pay all premiums due on False Arrest Insurance to cover all Employees covered by this Agreement.

ARTICLE 27
WAIVER

- 27.1 Any and all prior agreements, resolutions, practices, policies, rules, and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this Agreement, are hereby superseded.
- 27.2 The parties mutually acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this Agreement for the stipulated duration of this Agreement.

The Employer and the Union each voluntarily and unqualifiedly waives the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered by this Agreement or with respect to any term or condition of employment not specifically referred to or covered by the Agreement, even though such terms or conditions may not have been within the knowledge or contemplation of either or both of the parties at the time this contract was negotiated or executed.

- 27.3 The Union and the City agree to meet and confer to discuss possible accommodations for "qualified" disabled employees as the need arises, consistent with the intent of the Americans with Disability Act.

ARTICLE 28
DURATION

Except as herein provided, this Agreement shall be effective January 1, 1997 and shall continue in full force and effect until December 31, 1999 and thereafter until modified or amended by mutual agreement of the parties. Either party desiring to amend or modify this Agreement shall notify the other in writing by October 31st of the year in which modifications are desired, so as to comply with the provisions of the Public Employment Labor Relations Act of 1971 as amended.

In witness whereof, the parties hereto have executed this Agreement on this _____ day of _____, 1997.

FOR THE CITY OF MAPLEWOOD:

FOR L.E.L.S.

APPENDIX A

1. WAGE RATES

Effective January 1, 1997

Increase the Sergeant's rate by 3%.

Monthly

Start	\$4,190.29
After 1 Year	4,279.43
After 2 Years	4,368.59
After 3 Years	4,457.75

Effective January 1, 1998

Increase the Sergeant's rate by 3%.

Monthly

Start	\$4,316.00
After 1 Year	4,407.81
After 2 Years	4,499.65
After 3 Years	4,591.48

Effective January 1, 1999

Increase the Sergeant's rate by 2% on January 1 and an additional 1% on July 1.

Effective January 1, 1999, the rates will be:

Monthly

Start	\$4,402.32
After 1 Year	4,495.97
After 2 Years	4,589.64
After 3 Years	4,683.31

Effective July 1, 1999, the rates will be:

Monthly

Start	\$4,446.34
After 1 Year	4,540.93
After 2 Years	4,635.54
After 3 Years	4,730.14

**APPENDIX A
(cont.)**

2. DEFERRED COMPENSATION

Effective January 1, 1997, the above wage rates will be increased by \$80 per month provided the Employee agrees to have the funds deposited in an approved deferred compensation plan.

Effective January 1, 1999, if there is any change to the Employer contribution toward deferred compensation for the Maplewood Police Officers, this agreement will automatically be amended without further action by either party to include a comparable increase.

3. MERIT PAY

The Employer agrees to contribute and pay out 3% of the bargaining unit's total pay in the form of merit pay consistent with the City's Merit Pay Plan. No Employee shall receive over 5%. Employees promoted on or after October 1st of each year will not be eligible for merit pay within that calendar year. Merit pay for Employees promoted prior to October 1st shall be prorated.

Any employee who retires or voluntarily resigns in good standing, upon giving proper notice, on a date later than March 31st of a given year, shall be eligible for pro-rated merit pay for that year based on the percentage of the year worked.

4. PARAMEDIC DIFFERENTIAL

Effective May 1, 1994, a Paramedic Sergeant who, in the course of his/her shift, is the second Paramedic on duty, shall be compensated an additional \$1 above his/her regular rate of pay per hour for each hour he/she is the second Paramedic.

The Paramedic Sergeant must work a minimum of four (4) hours as the second Paramedic to be eligible for the additional compensation. If the Paramedic Sergeant is the second Paramedic for more than four (4) hours, he/she shall receive the above additional compensation for any and all hours worked.

SUPPLEMENTAL WORKSHEET: OTHER FORMS OF COMPENSATION

PUBLIC EMPLOYER: _____
 EXCLUSIVE REPRESENTATIVE: _____
 UNIT: _____

OTHER FORMS OF COMPENSATION	NUMBER OF EMPLOYEES X OTHER COMPENSATION DOLLARS PER EMPLOYEE (A)	NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX A (B)	BOX A + B (C)	NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX C (D)	BOX C + D (E)	NUMBER OF EMPLOYEES X NEW DOLLARS PER EMPLOYEE OVER BOX E (F)
Uniform or Clothing Allowance	No Change					
Payment for Additional Training or Education	Limit amount available to U of M rates (Decrease)	Not able to calculate amount of savings to City				
Tool Allowance	N/A					
Call-Back to Work Payment	No Change					
Stand-By or On-Call Payment	No Change					
License Payment	N/A					
Payment for Separating from Employment	No Change					
Retirees Insurance Payments	N/A					
	0	0	0	0	0	0
	COLUMN TOTAL ENTER BOX 12	COLUMN TOTAL ENTER BOX 22	COLUMN TOTAL ENTER BOX 35	COLUMN TOTAL ENTER BOX 45	COLUMN TOTAL ENTER BOX 58	COLUMN TOTAL ENTER BOX 68



UNIFORM SETTLEMENT FORM

PUBLIC EMPLOYER: City of Maplewood EXCLUSIVE REPRESENTATIVE: L.E.L.S. Local 173 UNIT: Sergeants

	First		Second		Third								
Base Year 1-1-96 to	Year of Contract	2nd Year Base	Year of Contract (if applicable)	3rd Year Base	Year of Contract (if applicable)								
Dates 1) <u>12-31-96</u>	Dates 2) <u>1-1-97 to 12-31-97</u>		Dates 3) <u>1-1-98 to 12-31-98</u>		Dates 4) <u>1-1-99 to 12-31-99</u>								
Base Wage 5) <u>406,142</u>	New \$ by Wage Schedule Improvement 14) <u>12,184</u>	Base Wage 28) <u>422,483</u>	New \$ by Wage Schedule Improvement 37) <u>12,674</u>	Base Wage 51) <u>438,463</u>	New \$ by Wage Schedule Improvement 60) <u>11,005</u>								
	New \$ by Wage Schedule Movement 15) <u>4,157</u>		New \$ by Wage Schedule Movement 38) <u>3,306</u>		New \$ by Wage Schedule Movement 61) <u>2,270</u>								
Base Social Security Contribution 5A) <u>31,070</u>	New \$ Social Security Contribution 15A) <u>1,250</u>	Base Social Security Contribution 28A) <u>32,320</u>	New \$ Social Security Contribution 38A) <u>1,222</u>	Base Social Security Contribution 51A) <u>33,542</u>	New \$ Social Security Contribution 61A) <u>1,016</u>								
Base State or Local Retirement Contribution 5B) <u>18,195</u>	New \$ State or Local Retirement Contribution 15B) <u>732</u>	Base State or Local Retirement Contribution 28B) <u>18,927</u>	New \$ State or Local Retirement Contribution 38B) <u>716</u>	Base State or Local Retirement Contribution 51B) <u>19,643</u>	New \$ State or Local Retirement Contribution 61B) <u>595</u>								
Base Medical Insurance 6) <u>27,329</u>	New \$ for Medical Insurance 16) <u>0</u>	Base Medical Insurance 29) <u>27,329</u>	New \$ for Medical Insurance 39) <u>0</u>	Base Medical Insurance 52) <u>27,329</u>	New \$ for Medical Insurance 62) <u>0</u>								
Base Dental Insurance 7) <u>1,890</u>	New \$ for Dental Insurance 17) <u>0</u>	Base Dental Insurance 30) <u>1,890</u>	New \$ for Dental Insurance 40) <u>0</u>	Base Dental Insurance 53) <u>1,890</u>	New \$ for Dental Insurance 63) <u>0</u>								
Base Life Insurance 8) <u>480</u>	New \$ for Life Insurance 18) <u>0</u>	Base Life Insurance 31) <u>480</u>	New \$ for Life Insurance 41) <u>0</u>	Base Life Insurance 54) <u>480</u>	New \$ for Life Insurance 64) <u>0</u>								
Base Shift Differential 9) <u>N/A</u>	New \$ for Shift Differential 19) <u>N/A</u>	Base Shift Differential 32) <u>N/A</u>	New \$ for Shift Differential 42) <u>N/A</u>	Base Shift Differential 55) <u>N/A</u>	New \$ for Shift Differential 65) <u>N/A</u>								
Base Extra-Curricular* 10) <u>N/A</u>	New \$ for Extra-Curricular 20) <u>N/A</u>	Base Extra-Curricular* 33) <u>N/A</u>	New \$ for Extra-Curricular 43) <u>N/A</u>	Base Extra-Curricular* 56) <u>N/A</u>	New \$ for Extra-Curricular 66) <u>N/A</u>								
Base Deferred Compensation 11) <u>6,720</u>	New \$ for Deferred Compensation 21) <u>960</u>	Base Deferred Compensation 34) <u>7,680</u>	New \$ for Deferred Compensation 44) <u>0</u>	Base Deferred Compensation 57) <u>7,680</u>	New \$ for Deferred Compensation 67) <u>0</u>								
Base Other Forms of Compensation 12) <u>0</u>	New \$ for Other Forms of Compensation 22) <u>0</u>	Base Other Forms of Compensation 35) <u>0</u>	New \$ for Other Forms of Compensation 45) <u>0</u>	Base Other Forms of Compensation 58) <u>0</u>	New \$ for Other Forms of Compensation 68) <u>0</u>								
	Total New \$ Change from Baseline 23) <u>19,283</u>		Total New \$ Change from Baseline 46) <u>17,918</u>		Total New \$ Change from Baseline 69) <u>14,886</u>								
	% Change from Baseline 24) <u>3.9</u> %		% Change from Baseline 47) <u>3.5</u> %		% Change from Baseline 70) <u>2.8</u> %								
Base Year Total Baseline 13) <u>491,826</u>	Total First Year \$ Settlement 25) <u>511,109</u>	Base Year Total Baseline 36) <u>511,109</u>	Total Second Year \$ Settlement 48) <u>529,027</u>	Base Year Total Baseline 59) <u>529,027</u>	Total Third Year \$ Settlement 71) <u>543,913</u>								
<table border="0" style="width:100%;"> <tr> <td style="width:33%;">Applies to education units only. 5-18-94</td> <td style="width:33%;">Lump Sum Payment 26) <u>0</u></td> <td style="width:33%;">Lump Sum Payment 49) <u>0</u></td> <td style="width:33%;">Lump Sum Payment 72) <u>0</u></td> </tr> <tr> <td></td> <td>% Increase over Baseline 27) <u>0</u> %</td> <td>% Increase over Baseline 50) <u>0</u> %</td> <td>% Increase over Baseline 73) <u>0</u> %</td> </tr> </table>						Applies to education units only. 5-18-94	Lump Sum Payment 26) <u>0</u>	Lump Sum Payment 49) <u>0</u>	Lump Sum Payment 72) <u>0</u>		% Increase over Baseline 27) <u>0</u> %	% Increase over Baseline 50) <u>0</u> %	% Increase over Baseline 73) <u>0</u> %
Applies to education units only. 5-18-94	Lump Sum Payment 26) <u>0</u>	Lump Sum Payment 49) <u>0</u>	Lump Sum Payment 72) <u>0</u>										
	% Increase over Baseline 27) <u>0</u> %	% Increase over Baseline 50) <u>0</u> %	% Increase over Baseline 73) <u>0</u> %										

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

DATE: June 27, 1997

TO: Mike McGuire
City Manager

FROM: 
Sherrie Le
Human Resource Director

SUBJECT: Budget Transfer

The City recently hired a trainer to provide public speaking training to employees who are required to make presentations as part of their job. The program was initiated by the Police Department to provide training to police officers to increase their comfort in facilitating neighborhood meetings.

We expanded the group to include other employees who speak as part of their job. The Police Department paid the bill for the consultant with the understanding that their budget would be reimbursed for the non-police employees who attended.

I have budgeted funds for city-wide training in the Human Resources budget under consulting fees. This request is to move \$390 from 101-116-000-4480 to 101-402-000-4390 to reimburse the Police Department for a portion of the training cost.

Please submit this budget transfer to the City Council for approval.

c: Chief Ryan
Captain Thomalla

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

interoffice
M E M O R A N D U M
[Redacted]

to: Michael McGuire
from: Steve Hurley
subject: Amended Joint Powers Agreement for Ramsey County GIS Users Group
date: June 18, 1997

Attached is a copy of the Joint Powers Agreement (JPA) the City of Maplewood signed earlier this year marked with deletions/additions and modifications as well as a clean version for execution.

The JPA was modified after considerable input from current and potential organizations so that the document could satisfy the legal requirements of all the organizations. This is the final version of the JPA during this year of operation, however, it may need further modification in subsequent years.

REQUESTED ACTION

Review and sign the amended Joint Powers Agreement.

JOINT POWERS AGREEMENT

AMONG

**MEMBERS OF
THE RAMSEY COUNTY GEOGRAPHIC INFORMATION SYSTEMS USERS GROUP**

This JOINT POWERS AGREEMENT (Agreement), which shall have an effective date of January 1, 1997, is entered into pursuant to the provisions of Minnesota Statutes Section 471.59 between _____ body politic and corporate under the laws of the State of Minnesota and other bodies politic and corporate under the laws of the State of Minnesota for the purposes of forming the Ramsey County Geographic Information System Users Group hereinafter referred to as the "Users Group".

ARTICLE I. INTENT OF THIS AGREEMENT:

In 1995, an alliance was formed between public agencies interested in using Geographic Information Systems (GIS) and data created and maintained by Ramsey County. This agreement is intended to enable those parties who are part of the Users Group to be represented by the Users Group for the purposes of undertaking negotiations and transactions with Ramsey County and any other body politic.

ARTICLE II. DEFINITIONS:

Section 1. **Members** are deemed to be those local units of government, special purpose government units, local agencies and the Ramsey Soil & Water Conservation District who have executed this Joint Powers Agreement and have paid fees as provided in Article X.

Section 2. **Affiliates** are those county, regional, state and federal agencies, local government organizations with regional jurisdiction, local government cooperative organizations, non-profit organizations and educational institutions with direct or indirect involvement in GIS activities. Affiliate membership must be approved by the Board. Affiliates are non-voting participants and are not eligible to serve on the Board.

ARTICLE III. USER GROUP STRUCTURE:

- Section 1. The Users Group will be governed and managed by a Board of Directors ("Board").
- Section 2. One Director will represent each Member organization. Each Member organization shall appoint one Director and an alternate to serve on the Board.
- Section 3. The Board shall also have the following officers: a Chair, Vice Chair, Secretary and Treasurer.
- Section 4. These officers are elected annually by the Board.
- Section 5. These officers are undertaken on a voluntary basis without pay.
- Section 6. A quorum will consist of at least a one-half attendance of full membership of the Board.
- Section 7. Decisions will be made by majority of the quorum.

ARTICLE IV. DUTIES OF THE BOARD OF DIRECTORS:

- Section 1. The Board shall meet at least two times per year.
- Section 2. The Board shall conduct an organizational meeting no later than 30 days after the effective date of this Agreement. The meeting will be called for the purposes of electing the officer positions of Chair, Vice Chair, Secretary and Treasurer. This meeting will allow the adoption of by-laws and other procedures governing the conduct of its meetings and its business as it deems appropriate.
- Section 3. The second mandatory annual meeting will be called by the Board to determine the User Group Budget, review the operating procedures within this Agreement, and approve agreements with Ramsey County for the purposes of GIS data exchange, data access, data delivery and the updating of physical features.
- Section 4. The Board shall approve and adopt the formula for the distribution of costs associated with access to Ramsey County GIS data and for the updating of physical features. This formula shall be reviewed annually by the Board.
- Section 5. The Board shall arrange for and facilitate regular meetings of the User Group and for User Group activities.
- Section 6. The Chair presides at meetings of the Board. The Vice Chair will preside in the absence of the Chair. The Secretary is responsible for recording the proceedings of the Board and communicating these proceedings to all Member organizations. The Treasurer is responsible for the funds and financial records of the Board.
- Section 7. The Chair and the Treasurer must sign vouchers or orders disbursing funds of the Users Group. Disbursement will be made in the method prescribed by law for statutory cities.
- Section 8. The Board may take such actions as it deems necessary and convenient to accomplish the general purposes of this Agreement.
- Section 9. The Board shall purchase liability insurance on behalf of the Users Group to insure against liability of the Users Group and its constituent Members.
- Section 10. The Board may:
- (i) enter into contracts to carry out its powers and duties, in full compliance with any competitive bidding requirements imposed by State or local law.
 - (ii) provide for the prosecution, defense, or other participation in proceedings at law or in equity in which it may have an interest;
 - (iii) employ such persons as it deems necessary on a part-time, full-time or consultancy basis;
 - (iv) purchase, hold or dispose of real and personal property;
 - (v) contract for space, commodities or personal services with a Member or group of Members;
 - (vi) accept gifts, apply for and use grants or loans of money or other property from the state, the United States of America, and from other government units and may enter into agreements in connection therewith and hold, use and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto.
 - (vii) appoint a fiscal agent;

ARTICLE V. NEW MEMBERS:

Section 1. Those units of government who are not part of this initial Agreement may join as Members of the Users Group at any time.

Section 2. To become a Member, a local unit of government shall adopt a resolution and shall sign the current Agreement.

Section 3. The New Members will pay the current one-time membership fee and the data exchange fee due for the year in which the new Member is joining as set by the Board in Article IV, Section 4, as calculated by the current formula. Fees will not be pro-rated for new Members who join after January 1 of each year.

ARTICLE VI. GIS DATA TO BE SUPPLIED BY RAMSEY COUNTY:

Section 1. It is the intent of this Agreement that the Users Group will negotiate an agreement with Ramsey County for the exchange of County GIS Data with Members at a preferential fee structure. A component of the fees will apply to the maintenance of digital physical features only after these features have already been updated from 1996 aerial photography.

Section 2. The GIS Data should consist of the following components:

- (i) The Ramsey County Digital Base Map as generated and maintained by the Department of Public Works.
- (ii) The Ramsey County Attribute Data Base as generated and maintained by the Department of Property Records and Revenue.
- (iii) The Physical Features File as generated and maintained by the Department of Public Works.

Section 3. The Board will negotiate on behalf of the Members for the cost and method of access to this data. Prior to each annual payment to Ramsey County, the Board shall determine whether it is satisfied with the content, accuracy and timeliness of the data provided to date and make a determination if further payment shall be made.

ARTICLE VII. GIS DATA TO BE EXCHANGED AS PART OF THIS AGREEMENT:

Section 1. Members agree to exchange any GIS data with Ramsey County and with any requesting Member for the requesting parties own use where that GIS data has been in some way derived and developed from the County GIS Data as a result of this Agreement or future agreements between the Users Group and Ramsey County. Members agree to exchange with Ramsey County and with any other Member, any attribute data that it has created and maintained where that data can be associated to a parcel using a parcel identifier. Members also agree to exchange any building permit data deemed by Ramsey County as necessary for the identification of future physical feature data base updates.

Section 2. The Board will negotiate with Ramsey County on behalf of the Members in all matters deemed necessary relating to supply of GIS data generated by a Member.

Section 3. Any costs associated with a Member supplying data to Ramsey County or to any other Member shall be for access and delivery of that data only and not for any costs associated with the development of that data.

ARTICLE VIII. DATA ACCESS AND USAGE:

Section 1. All Members shall have equal rights to access Ramsey County GIS Data.

Section 2. Data generated by Ramsey County and provided to Members may not be sold by Members in its original form to third party agencies. However, a Member may allow use of the original data by a third party for specific contracted purposes. Data generated by Members and provided to Ramsey County may not be sold by Ramsey County in its original form to third party agencies. However, Ramsey County may allow use of the original data by a third party for specific contracted purposes.

Section 3. Data which results from enhancement by a Member of Ramsey County GIS Data, received pursuant to this Agreement, may be sold or exchanged by this member to a third party.

Section 4. All members will adhere to future Users Group license agreements for County or other agency GIS data.

ARTICLE IX. DATA SECURITY:

All Members of the Users Group agree to abide by the data privacy and data security standards of the supplying agency when using data made available by that agency.

ARTICLE X. FINANCIAL MATTERS:

Section 1. The fiscal year of the Users Group is the calendar year.

Section 2. The Board shall adopt an initial budget and must thereafter adopt an annual budget prior to July 1 of each year for each succeeding year. The Board will give an opportunity to each Member to comment or object to the proposed budget before adoption. Notice of the adopted budget must be mailed promptly thereafter to the chief administrative officer of each Member organization.

Section 3. Operational costs shall be shared according to a method agreed upon by majority decision of the Board of Directors. The costs could be met by membership fees. These costs could include Users Group administrative costs, purchase of liability insurance and others as appropriate.

Section 4. Membership Fee:

Members shall pay a one-time membership fee of \$500 to the Users Group for the calendar year 1997. The amount of this fee shall be reviewed and set annually by the Board of Directors for new Members.

Section 5. Data Access and Physical Features Maintenance Fee:

Members shall commit to a three-year payment of data access and physical features maintenance fees, except where a one-year limitation is imposed by State Statutes. Ramsey County will charge the Users Group on an annual basis for unlimited access to the Ramsey County GIS Data. This fee will be paid to Ramsey County by the Users Group on behalf of the Members on an annual basis. The amount to be paid by each Member will be determined by the Board and will be reviewed annually.

Section 6. Special Projects Assessments:

Members who wish to enter into special projects and consultations shall present proposals to the Board for review. Examples of special projects could be cooperative training or consortium purchase of software. Upon approval by the Board, those Members who are part of the project will be assessed to meet the cost of the project.

Section 7. Billings to the Members are due and payable no later than 30 days after mailing. In the event of a dispute as to the amount of a billing, a Member must nevertheless make payment as billed to preserve membership status. The Member may make payment subject to its right to dispute the bill and exercise any remedies available to it. Failure to pay a billing within 60 days results in suspension of voting privileges of the Member Director. Failure to pay a billing within 120 days is grounds for termination of membership, but the Users Group rights to receive payment are not affected by the termination of membership.

ARTICLE XI. TERM

Section 1. This Agreement shall be in force through December 31, 1999, or until superseded by another agreement.

Section 2. Based on the annual review of the operating procedures within the Agreement conducted by the Board, a new Agreement will be developed and circulated at least three months prior to December 31, 1999 and be agreed upon and signed on or before December 31, 1999.

ARTICLE XII. TERMINATION:

Each member shall have the right to terminate its membership and participation in the Users Group with or without cause by formal resolution of the Member's organization and communicated to the Board in writing. However, the Member is still obligated to its financial commitments for the year during which termination of membership occurs. These commitments include:

(i) any balance of the Data Access/Physical Features Maintenance Fee. This commitment applies to all Members.

(ii) any balance owing on Special Projects Assessments. This commitment applies to Members which have entered into any special project agreement(s).

Termination of membership prior to expiration of the Agreement shall make a local unit of government ineligible to re-join as a Member under the current Agreement.

ARTICLE XIII. DISSOLUTION:

Section 1. The Users Group may be dissolved by a two-thirds vote of its Members in good standing. Dissolution is mandatory when the Secretary has received certified copies of resolutions adopted by the governing bodies of the required Members requesting dissolution of the Users Group.

Section 2. In the event of a dissolution, the Board must determine the measures necessary to effect the dissolution and must provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this agreement and law.

Section 3. In the event of dissolution, following the payment of all outstanding obligations, assets of the Users Group will be distributed among the then existing Members in direct proportion to their cumulative annual contributions. If those obligations exceed the assets of the Users Group, the net deficit of the Users Group will be charged to and paid by the then existing Members in direct proportion to their cumulative annual contributions.

ARTICLE XIV. ACCESS TO DOCUMENTS:

Until the expiration of three years after this Agreement terminates, the Users Group shall make available to the Member organizations and to the State Auditor, a copy of this Agreement and books, documents, accounting procedures and practices of the Users Group relating to this Agreement.

ARTICLE XV. HOLD HARMLESS:

Section 1. Each Member agrees to defend, indemnify and hold the other Members harmless from any claims, demands, actions or causes of action, including reasonable attorney's fees, against or incurred by such other Members, arising out of any act or omission on the part of the indemnifying Member or any of its agents, servants or employees in the performance of or with relation to any of the work or services provided by Members under the terms of this Agreement.

Section 2. Nothing in this Agreement shall constitute a waiver by either Members or the Users Group of any limitation of liability under Minnesota Statutes Chapter 466.

SECTION XVI. EQUAL EMPLOYMENT OPPORTUNITY:

Section 1. The Members and the Users Group agree to comply with all federal, state and local laws, resolutions, ordinances, rules, regulations and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, sexual preference, marital status, status with regard to public assistance, disability or age.

Section 2. When required by law and requested by the other party, the Users Group shall furnish a written affirmative action plan to the Members.

SECTION XVII. DATA PRACTICES:

Section 1. All data collected, created, received, maintained or disseminated for any purpose in the course of either the Member's or the Users Group's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and rules adopted to implement the Act.

Section 2. The Members and the Users Group agree to abide strictly by these statutes, rules and regulations.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed on this ___ day of _____, 1997.

ORGANIZATION _____

Approved:

By: _____

(Mayor / Chair / President)

By: _____

(City Manager / Administrator)

MEMORANDUM

Action by Council:

TO: City Manager

Endorsed _____

FROM: City Engineer

Modified _____

Rejected _____

Date _____

SUBJECT: Century Avenue, North of Highwood Improvements, Project 95-11—Public Hearing (4 Votes)

DATE: July 7, 1997

The original hearing for this project was conducted on June 24, 1996. The project design was proceeding with the intentions of construction during this season, when it was discovered that much of the project was not eligible for state aid street funding.

At that time negotiations between the cities of Maplewood and Woodbury and the counties of Ramsey and Washington began. Since Century is a county road, the cities believed that the county should participate in the cost of street reconstruction. The counties, of course, felt that since the project was initiated by sanitary sewer that the cities should bear the cost of the street replacement. An arrangement has been made where Ramsey County and Maplewood have agreed to share the cost for the street and storm sewer construction.

The revised project still provides sanitary sewer to Maplewood customers all along Century Avenue as well as water main service. The street changes to a state aid eligible design that includes full storm sewer and curb and gutter.

The proposed assessments for the revised project are the same as they were last year. The rate for a residential equivalent unit that includes sanitary and water services, street and the connection charges is estimated at \$8,195. It is proposed that undeveloped property, not adjacent to the sewer construction, would pay \$2,500 per acre as an area charge since sanitary service could be provided with lateral extensions. The attached financing proposal details the amounts for assessments, Ramsey County participation, and municipal state aid.

An informational meeting for the neighborhood was held July 8 for this project.

If the city council decides to reauthorize this project it does require a 4/5 vote adopting the attached resolution.

KGH

Attachments

FINANCING PROPOSAL

Single Family Assessment

Item	Per Unit
Sanitary sewer lateral	\$ 2,625
Water lateral	2,625
Street	1,125
Services	1,045
Water connection charge	520
Sanitary sewer connection charge	<u>255</u>
Subtotal unit assessment	\$ 8,195

Financing

Single family assessment (31 units)	\$254,045
State aid street	212,748
Ramsey County	82,129
Undeveloped property (55 acres) area assessment (\$2,500/acre)	<u>137,460</u>
Total project cost	\$686,382

RESOLUTION

ORDERING IMPROVEMENT AFTER PUBLIC HEARING

WHEREAS, after due notice of public hearing on the construction of sanitary sewer, water main, street reconstruction and appurtenances on Century Avenue north of Highwood Avenue, City Project 95-11, a hearing on said improvement in accordance with the notice duly held on July 14, 1997, and the council has heard all persons desiring to be heard on the matter and has fully considered the same;

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

1. That it is advisable, expedient and necessary that the City of Maplewood construct sanitary sewer, water main, street reconstruction, and appurtenances on Century Avenue north of Highwood Avenue, City Project 95-11, as described in the notice of hearing thereof, and orders the same to be made.
2. The city engineer is designated engineer for this improvement and is hereby directed to prepare final plans and specifications for the making of said improvement.
3. The finance director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project.

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Carey Addition
LOCATION: Carey Heights Drive and County Road D
DATE: July 7, 1997

Endorsed
Modified
Rejected
Date

INTRODUCTION

Project Description

Karen Carey Bonner, representing Talmage and Theresia Carey, is proposing to develop lots for 18 single-family homes. They call this development the Carey Addition. It would be on a 6.67-acre site south of County Road D, along the private, unimproved Carey Heights Drive. Refer to the maps on pages 12-15.

Requests

To build this project, Ms. Bonner and the Careys, the property owners, are requesting that the city approve a:

- 1. Preliminary plat for 18 house lots. (See the maps on pages 14-15.)
2. Lot area variance for creating one lot that would be 9,575 square feet . This lot would be 425 square feet less than the 10,000 square feet in area the city code requires.

City staff is proposing to change the zoning map for the area from F (farm residence) to R-1 (single dwelling). Refer to the property line/zoning map on page 13.

BACKGROUND

On October 26, 1987, the council initiated a public improvement project for the construction of Carey Heights Drive, between Kohlman Lake Overlook plat and County Road D.

On February 27, 1989, the council held a public hearing about building Carey Heights Drive from Kohlman Lake Overlook development to County Road D. At this hearing, the council decided that the project was advisable, expedient and necessary and ordered the city engineer to prepare the plans for the project. However, the affected property owners did not want to provide the necessary public street right-of-way to the city. As such, the city never built the project.

On May 27, 1997, the city council considered the Carey Addition preliminary plat. The council tabled action on the plat until June 9, 1997 so the applicant and city staff could research four items. These included the:

- 1. Location of the pipeline and the proposed lot layout.
2. Need for a variance for lots that would be less than 10,000 square feet in area.
3. Possibility of adding traffic calming features and signage with the plat.
4. Possibility of adding stop signs to intersection of Carey Heights Drive and Frank Street.

On June 9, 1997, the council again consider the proposed plat. The council tabled action on the plat until June 23 or July 14, 1997.

DISCUSSION

Preliminary Plat

Density and Lot Size

The proposed preliminary plat would dedicate Carey Heights Drive as a public right-of-way and would replat several existing properties. On the west side of the street, there are two existing lots that are nonconforming because of their size. The lot between 1176 County Road D and 2999 Carey Heights Drive is 9,575 square feet and the lot north of 1174 County Road D is 9,976 square feet. The proposed plat keeps the nonconforming lot south of 1176 Carey Heights Drive in the plat. As proposed, the plat revises the property line for the lot north of 1174 Carey Heights Drive so the lot (Lot 4) will be 10,074 square feet. To approve the substandard lot, the council would have to approve a variance for the lot with less than 10,000 square feet of area.

Several neighbors thought that there were too many lots in this plat and that they were too small. As proposed, the lot sizes range from 9,575 square feet to 27,428 square feet with an average lot size of 13,407 square feet. The existing house lots on the end of Carey Heights Drive and Frank Street range in size from 10,000 to 11,600 square feet. The city code requires at least 10,000 square feet above a drainage easement and 75 feet of width for new lots. All the proposed new lots meet or exceed city standards. Maplewood cannot reduce the number of lots if the developer is meeting the city's ordinances.

Through Street versus cul-de-sacs

Some neighbors south of this proposal do not want Carey Heights Drive to go through to County Road D. They have concerns about increased traffic and safety in their neighborhood if Carey Heights Drive connects to County Road D. The neighbors would prefer to see Carey Heights Drive end in a permanent cul-de-sac. However, Maplewood has always intended Carey Heights Drive to continue north past the existing houses toward County Road D. There is no permanent public right-of-way for the existing temporary cul-de-sac on Carey Heights Drive. In fact, the city had the developer of Kohlman Lake Overlook put in a temporary cul-de-sac in front of 2999 Carey Heights Drive so a later developer could extend the street. Public safety officials prefer to have a through street rather than having more cul-de-sac streets. There is less confusion and time lost when finding an address on a through street than on two or more cul-de-sacs. Having Carey Heights Drive connect to County Road D also will provide another entrance and exit into the Kohlman Lake Overlook neighborhood.

At the May 27, 1997 council meeting, the council directed staff to investigate several matters about the proposed plat. Specifically, the city engineer is investigating the possibility of adding traffic calming features and signage with the plat. He also is investigating the possibility of adding stop signs at the intersection of Carey Heights Drive and Frank Street. The proposed plat (dated-stamped July 1, 1997) shows a traffic island for calming purposes under the power lines near the crest of the hill. Please see his separate memo for more information about these two ideas.

A concern of staff with making Carey Heights Drive a permanent cul-de-sac with the proposed development is the probable length of a dead end street. Carey Heights Drive now ends about 620 feet from Frank Street. To have Carey Heights Drive end in a permanent cul-de-sac in the development would probably create a cul-de-sac 1,250 feet long. The city subdivision code sets

the maximum cul-de-sac length at 1,000 feet, unless no other reasonable alternative is possible. Here, there is a reasonable alternative - connecting the street to County Road D.

Walter Street provides a wider, gentler and more direct access between Beam Avenue and County Road D than would Carey Heights Drive and Frank Street. In addition, many drivers will continue to use Highway 61 for access to the south. As such, most of the people using Carey Heights Drive should be the residents of the area.

Trail

The developer's plans show walking paths near the center of the plat. These run east/west from Carey Heights Drive to the properties on either side of the site, including the city park land on the west side of the site. As proposed, the trails would be in 38-foot-wide easements within the lots. This change prevents the creation of small outlots that could become a tax liability for the city.

For off-street paths, Maplewood requires 8-foot-wide bituminous paths centered in easements that are at least 30 feet wider than the trail. As such, the easement for the trail for this site needs to be at least 38 feet wide to meet this code requirement. The developer should build a fence on both sides of the trail within this plat. The city should require the developer to install the trails and fences with the street and before final plat approval. This is to ensure that lot buyers know that the trail is there.

Public Utilities

The proposed plans show sanitary sewer and water extending from the end of Carey Heights Drive over the hill to County Road D. In addition, the developer would extend these utilities from Carey Heights Drive to the west on the south side of County Road D. The new utilities would connect to the existing utilities at the east end of the Canada Woods development. This would then complete the looping of these utilities in this part of Maplewood. The city has a policy about neighboring property owners hooking up to public utilities that a private developer has installed near their property. If such a property owner wants to hook up to the new utilities that the developer has installed, the owner would pay the city a cash connection charge. Maplewood bases this charge on the frontage of the lot in question. If the property owner makes this utility connection within five years, the city would refund the amount of the cash connection fee back to the developer as outlined in the development agreement.

Corner Lot

The proposed plat would create a corner lot fronting on Carey Heights Drive and County Road D. Staff is recommending a condition to ensure the driveway for this lot exits onto Carey Heights Drive and not County Road D.

Trees

The main tree grouping on this property is on the northeast corner of the site. These are a mix of poplars and oaks. There also are a few large trees scattered around the rest of the site. Maplewood's tree ordinance does not apply to trees under eight inches in diameter or box elder, cottonwoods or poplar trees. The developer would grade much of the site and thus remove many trees on the site. Before grading the site, the city should require the developer to submit a tree plan to staff for approval. Maplewood's tree ordinance requires there be at least ten trees per

gross acre on the site after grading if there were at least ten large trees per acre on the site before construction.

Dedications

Dan Solar, the Ramsey County traffic engineer, said that the applicant should dedicate ten additional feet of right-of-way along County Road D. This is because the Ramsey County right-of-way plan requires a total right-of-way width of 86 feet (43 feet on each side) for County Road D.

Lot Area Variance

As I noted above, the applicant is proposing one lot that would be less than 10,000 square feet in area. However, the proposed lot between the houses at 1176 County Road D and 2999 Carey Heights Drive (Lot 1, Block 2) would be 9,575 square feet. This lot has constraints on all four sides - existing property lines and the street right-of-way. There is no apparent way to increase the lot area of this lot. Because of the unique circumstances for this lot, the city should approve a lot area variance to allow the applicant to plat it as they have proposed.

Zoning Map Change

City staff is recommending changing the zoning map for this site. This change is from F (farm residence) to R-1 (single dwellings). This change would eliminate the possibility of farm activities that could be disruptive to the single-family homes in the area and would be consistent with the comprehensive plan.

COMMISSION ACTION

On April 21, 1997, the planning commission recommended approval of the preliminary plat, subject to the staff recommendation.

RECOMMENDATIONS

A. Approve the Carey Addition preliminary plat (received by the city on July 1, 1997). The developer shall complete the following before the city council approves the final plat:

1. Sign an agreement with the city that guarantees that the developer or contractor will:
 - a. Complete all grading for overall site drainage, complete all public improvements and meet all city requirements.
 - b.* Place temporary orange safety fencing and signs at the grading limits.
 - c. Have NSP install street lights in two locations - at the intersection of Carey Heights Drive and County Road D and where the proposed trail and Carey Heights Drive intersect.
 - d. Pay the city for the cost of traffic-control, street identification and no parking signs.
 - e. Provide all required and necessary easements.

- f. Remove all junk, scrap metal, debris, and the shed.
 - g. Cap and seal all wells on site that the owners are not using; remove septic systems or drainfields, subject to the environmental health official's approval. Within one year of the contractor installing the sanitary sewer, the owners of the existing houses on Carey Heights Drive shall connect the houses to the sanitary sewer.
 - h. Complete all the curb and gutter on Carey Heights Drive on the south side of the site, repair the temporary cul-de-sac and restore and sod the boulevards.
 - i. Construct eight-foot-wide paved walkways and fencing across Lot 8, Block 1 and Lot 6, Block 2 as shown on the plat date-stamped July 1, 1997. These trails shall be between the street and the property lines on the east and west sides of the site. The developer also shall provide a fence on both sides of the trails and shall install posts at the end of the trails to prevent cars or trucks from using the trail. The developer shall build the trails and any required fencing with the street. The city engineer must approve these plans. Maplewood is requiring the developer to pay for the trails within the plat since the trail will provide access to the new city park to the residents of the new plat.
- 2.* Have the city engineer approve final construction and engineering plans. These plans shall include grading, utility, drainage, erosion control, tree, trail and street plans. The plans shall meet the following conditions:
- a. The erosion control plans shall be consistent with the city code.
 - b. The grading plan shall:
 - (1) Include proposed building pad elevation and contour information for each home site.
 - (2) Include contour information for all the land that the construction will disturb.
 - (3) Show housing styles that reduce the grading on sites where the developer can save large trees.
 - (4) Show the proposed street grades as allowed by the city engineer.
 - (5) Be revised to match the lot layout on the preliminary plat date-stamped July 1, 1997 as approved by the city council.
 - c.* The tree plan shall:
 - (1) Be approved by the city engineer before site grading or final plat approval.
 - (2) Show where the developer will remove, save or replace large trees. This plan shall include an inventory of all existing large trees on the site.
 - (3) Show the size, species and location of the replacement trees. The deciduous trees shall be at least two and one half (2 1/2) inches in diameter and shall be a mix of red and white oaks and sugar maples. The coniferous trees shall be at least eight (8) feet tall and shall be a mix of Austrian pine and other species.

- (4) Show no tree removal beyond the approved grading and tree limits.
- d. The street and utility plans shall show:
- (1) Paved walkways and fencing across Lot 8, Block 1 and across Lot 6, Block 2. These trails shall be between the street and the property lines on the east and west sides of the site. The parks and recreation director shall approve their design.
 - (2) The maximum street grade of eight percent and the maximum street grade within 75 feet of the south edge of County Road D at two percent.
3. Change the plat as follows:
- a. Add drainage and utility easements as required by the city engineer.
 - b. Show drainage and utility easements along all property lines on the final plat. These easements shall be ten feet wide along the front and rear property lines and five feet wide along the side property lines.
 - c. Show the existing pipeline and the NSP and pipeline easements on the final plat.
 - d. If necessary, increase the lot widths for the lots next to the pipeline to ensure that the house pads will be at least 100 feet away from the pipeline. (code requirement)
- 4.* Secure and provide all required easements for the development including any off-site drainage and utility easements.
5. The applicant or developer shall provide a certificate of survey of the area between the houses at 1174 and 1176 Carey Heights Drive to verify the location of the swimming pool. If necessary, the applicant or developer shall move the proposed property line between Lots 2 and 3, Block 2 to ensure that the pool is completely on the lot with the house at 1174 Carey Heights Drive.
6. Record a deed dedicating 10 feet of additional right-of-way along County Road D for future street widening with the final plat. The applicant shall submit the language for this dedication to the city for approval before recording.
7. Record a covenant or deed restriction with the final plat that prohibits the driveway on Lot 12, Block 1 from going onto County Road D.
8. Obtain a permit from the Ramsey-Washington Metro Watershed District for grading.
9. The owners of the properties at 1174 and 1176 County Road D shall change the addresses of their properties to Carey Heights Drive addresses within 30 days of the contractor installing the base bituminous course for the new public street.

If the developer decides to final plat part of the preliminary plat, the director of community development may waive any conditions that do not apply to the final plat.

*The developer must complete these conditions before the city issues a grading permit or approves the final plat.

- B. Adopt the resolution on page 17. This resolution approves a lot area variance for the proposed Lot 1, Block 2, Carey Addition to allow a 9, 575 square-foot lot. The findings for this approval are:
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 existing and proposed property lines are constrained by the existing property lines and the street right-of-way.
 2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would create a lot in the plat that is the same location with the existing property lines.
- C. Adopt the resolution on page 18. This resolution changes the zoning for the property south of County Road D along Carey Heights Drive. This change is from F (farm residential) to R-1 (single dwellings). The reasons for this change are those in the city code and because the owner plans to develop the property for single dwellings.

CITIZENS' COMMENTS

I surveyed the owners of the 44 properties within 350 feet of this site. Of the 11 replies, one had no comment, four were for, five objected and one had other comments.

For

1. Reduce traffic on Walter and single-family dwellings most preferred development for this area. (Bradt - 1236 Summit Court)
2. I am for this proposal in principal, but my major concern is to set the grading so no drainage goes into the park. (Huntley - 3020 Edward Street)

Objections

1. We are concerned about increased traffic, speed of traffic and danger to neighborhood children and the design/size of proposed homes. Set covenants for new homes, keeping with style and size of existing homes. Set low speed limits, possibly with speed bumps to keep traffic from accelerating over the hill. Post a sign advising no through traffic at the County Road D entrance. Finish the paving of the street by 2999 Carey Heights Drive, part of our yard is currently consumed by the temporary cul-de-sac, and we would wish to have that land returned to our yard if the street goes through and the cul-de-sac is no longer needed. (Krahmer - 2999 Carey Heights Drive)
2. The lots are very small for homes and traffic concerns. Make the lots larger with fewer lots. Address the traffic issue. (Galland - 2994 Carey Heights Drive)
3. I would like to see our street (Carey Heights Drive) not go through to County Road D. Please cul-de-sac the street up on the hill two houses from County Road D. (Esch - 2993 Carey Heights Drive)
4. The increase in population density will provide less habitat for the deer and cause them to ruin the shrubs in my yard. The increase in population and through street on Carey Heights Drive will increase traffic and noise and finally I am concerned with runoff of water on to my property. (Vento - 2998 Frank Street)

Also see the letter on page 16.

Miscellaneous Comment

I have some concern about the increase in traffic when the cul-de-sac is eliminated. (Ellisen - 2980 Carey Heights Drive)

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: gross acreage - 6.67 acres, net acreage - 4.50 acres
Existing land use: Two single dwellings and a private driveway

SURROUNDING LAND USES

North: Apartments across County Road D in Vadnais Heights
South: Houses on Carey Heights Drive
West: City park land and a single dwelling
East: Mining area

PAST ACTIONS

1. June 1964: The village council approved a preliminary plat for this area.
2. 8-13-64: A second preliminary plat was approved by the council. Council also approved a building permit for Mr. Carey at 1174 County Road D, subject to an agreement between himself and the village that he will not request any village maintenance on his private driveway, nor will he object to the construction of, and assessment for, a standard village street in the future.
3. 10-21-66: The city issued a building permit to Richard Barrett at 1176 E. County Road D.
4. 11-9-66: Richard Barrett signed an agreement waiving his right to a village street or maintenance of the private drive to his property and further agreeing to construct and maintain a private drive to his property.
5. 11-10-66: The village engineer reported to the council that the private drive did not meet village street standards and was not constructed to approved plans. Council authorized a building permit to be issued to Mr. Barrett subject to Mr. Barrett complying with the conditions in the engineer's report.
6. 11-17-66: The planning commission recommended approval of a preliminary plat for Richard Barrett consisting of four lots on the west side of Carey Heights Drive and the half streets required by council action of 11-10-66.
7. 11-17-66: Council approved a preliminary plat for the Carey Addition. This plat comprised only part of the Carey property including right-of-way for Carey Heights Drive, Woodlynn Avenue and Lydia Avenue.
8. 4-4-77: The planning commission recommended that the council table consideration of variances requested by Mr. Novak (build on a substandard lot, without frontage to a dedicated public street) to allow the applicant an opportunity to pursue the matter of dedication of the right-of-way (Carey Heights Drive) and pursuing a variance to standards of street and utility construction.
9. 9-1-77: Mr. Carey petitioned the city to improve Carey Heights Drive from County Road D southward approximately 1,500 feet.

10. 9-28-77: Council ordered a feasibility study for the improvement of Carey Heights Drive with public street and utilities. The study showed that the project would be cost-prohibitive.
11. 1-26-78: Council approved a lot area variance but denied two street access variances as requested by Mr. Richard Novak, based on the following findings:
 1. The street access variances do not meet the "spirit and intent" of the ordinance.
 2. A precedent would be set for similar lots in other areas of the city.
 3. There may be times of the year when emergency services could not get access to the property.
 4. There is no hardship that is "unique to the individual property under consideration."
12. On April 20, 1978, city staff recommended that the council declare the Carey Heights Drive improvement project not feasible and go no further with the project. Council tabled consideration to allow Mr. Carey "to contact his own source in regard to providing utilities on Carey Heights Drive."
13. On December 18, 1980, the city council approved a lot split request of Aaron Rupert to create a 13,500 square-foot lot on the east side of the private Carey Heights Drive. Mr. Rupert, however, never created the lot as approved by the city council.

PLANNING

Existing Land Use Plan designation: R-1 (single dwellings)

Existing Zoning: F (farm residence)

Proposed Zoning: R-1 (single dwellings)

Code considerations:

Section 9-1(a) states that "No building permits will be issued for any construction within the city unless the building site is located adjacent to an existing street which is dedicated and maintained as a city street, or unless provision for street construction has been made in full compliance with this code and in no case until grading work, as provided in this code, has been completed and certified to the clerk by the city engineer; except that, in isolated instances, the council may enter an agreement with a property owner for special handling of an unusual situation, which agreement shall be recorded so as to run with the land affected."

Public Works

1. There are no utilities in Carey Heights Drive. The two residences have on-site well and septic tank systems.
2. There is a steep grade in Carey Heights Drive from County Road D to the middle of the site that may make it difficult for emergency vehicles to climb during the winter or after a hard rain.

Public Safety

Each time another residence is built on the private street, it makes it more difficult to deliver emergency services.

Findings for Rezoning

Section 36-485 of the zoning code requires that the city council make the following findings to rezone property:

1. The proposed change is consistent with the spirit, purpose and intent of the zoning code.
2. The proposed change will not substantially injure or detract from the use of neighboring property or from the character of the neighborhood, and that the use of the property adjacent to the area included in the proposed change or plan is adequately safeguarded.
3. The proposed change will serve the best interests and conveniences of the community, where applicable, and the public welfare.
4. The proposed change would have no negative effect upon the logical, efficient, and economical extension of public services and facilities, such as public water, sewers, police and fire protection and schools.

Findings for Variance Approval

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

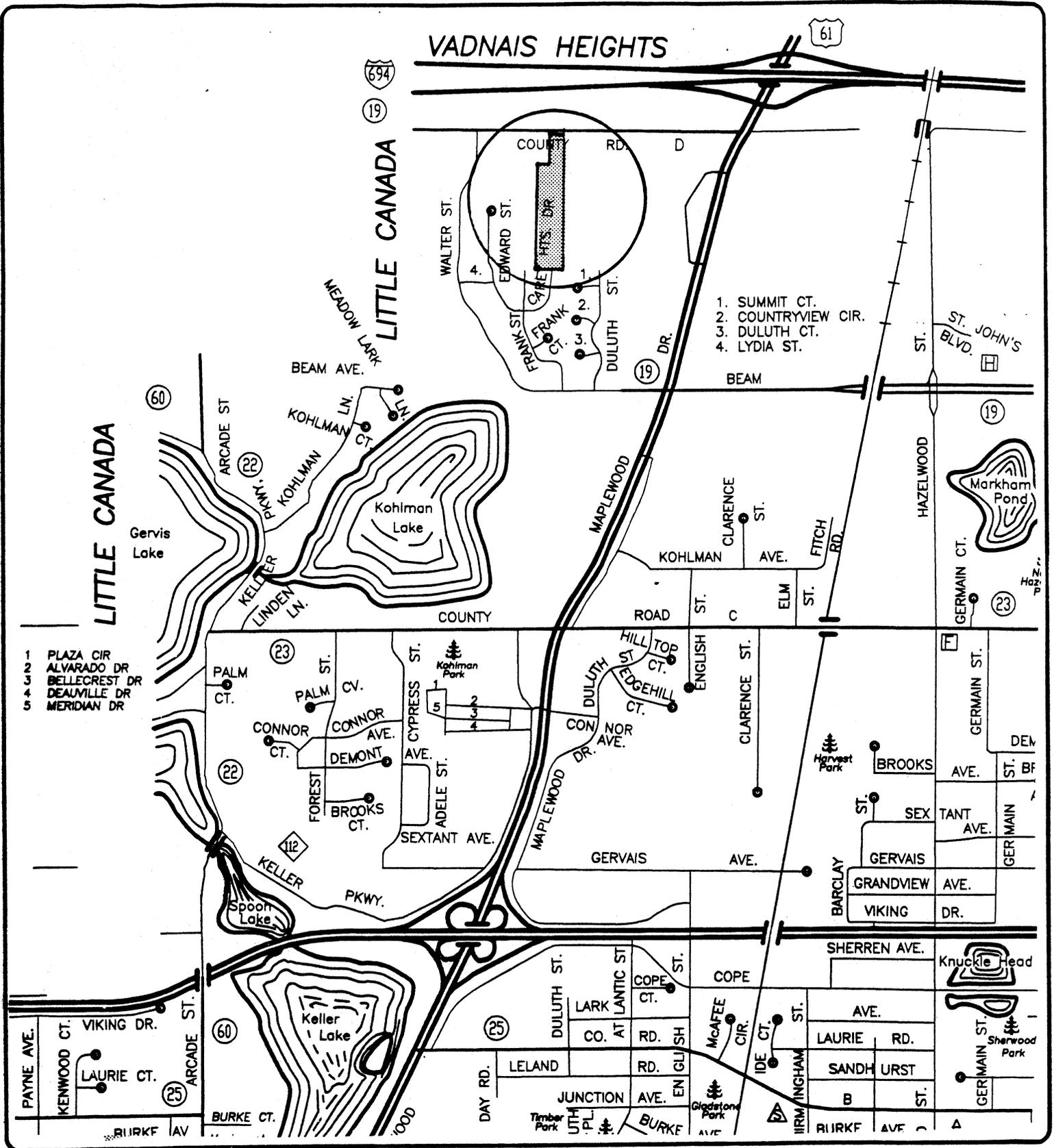
1. Strict enforcement would cause undue hardship because of circumstances unique to the property under consideration.
2. The variance would be in keeping with the spirit and intent of the ordinance.

"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.

p:sec 4\careyadd.-2

Attachments:

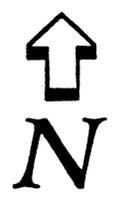
1. Location Map
2. Property Line/Zoning Map
3. Proposed Preliminary Plat dated July 1, 1997
4. Proposed Grading Plan
5. 3-22-97 letter from Gerald Hauge
6. Lot Area Variance Resolution
7. Rezoning Resolution (F to R-1)
8. Plans date-stamped July 1, 1997 (separate attachment)



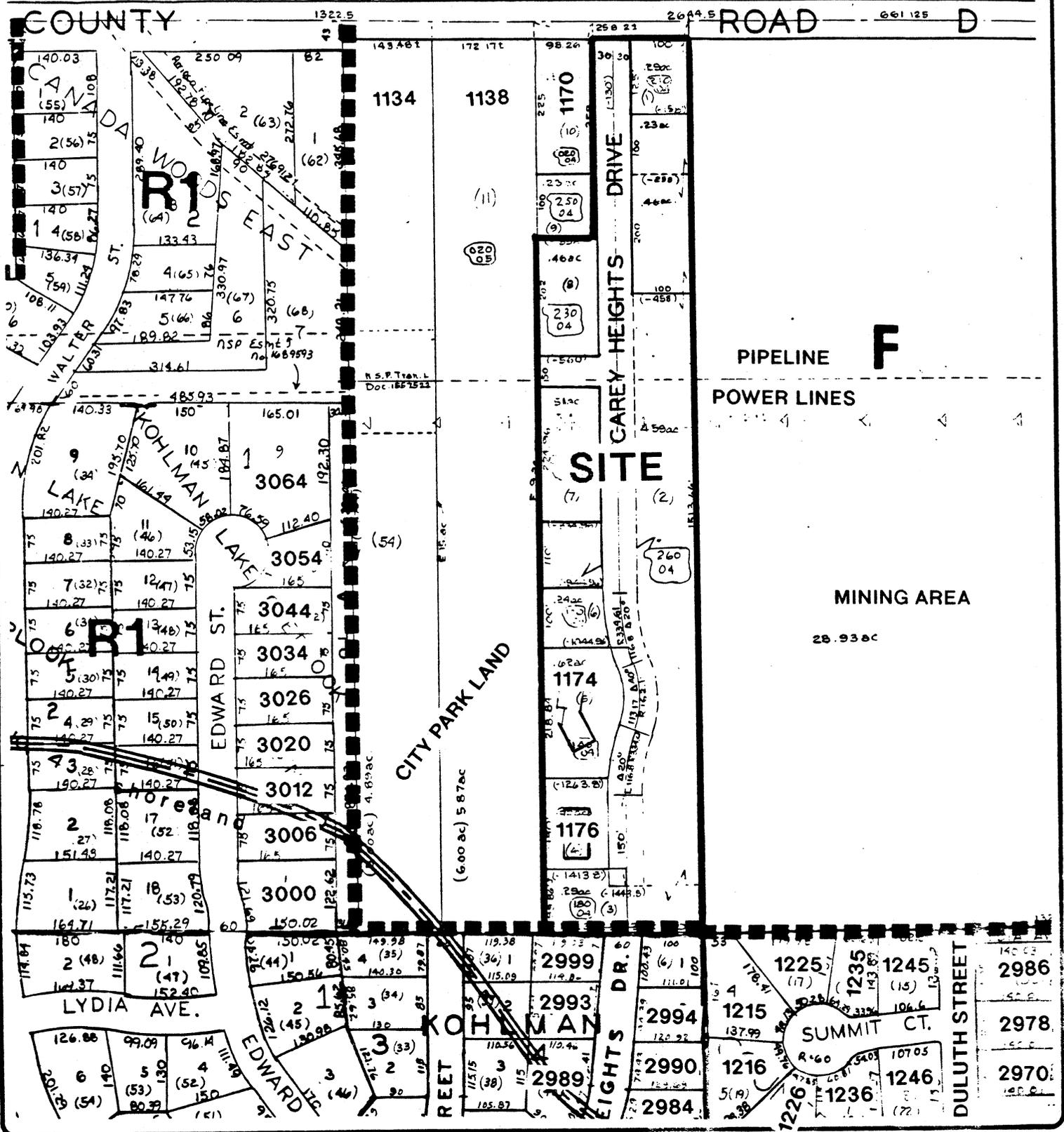
- 1 PLAZA CIR
- 2 ALVARADO DR
- 3 BELLECREST DR
- 4 DEAUVILLE DR
- 5 MERIDIAN DR

- 1. SUMMIT CT.
- 2. COUNTRYVIEW CIR.
- 3. DULUTH CT.
- 4. LYDIA ST.

LOCATION MAP



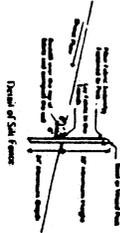
VADNAIS HEIGHTS



PROPERTY LINE / ZONING MAP



GRADING AND DRAINAGE PLAN OF:
CAREY ADDITION



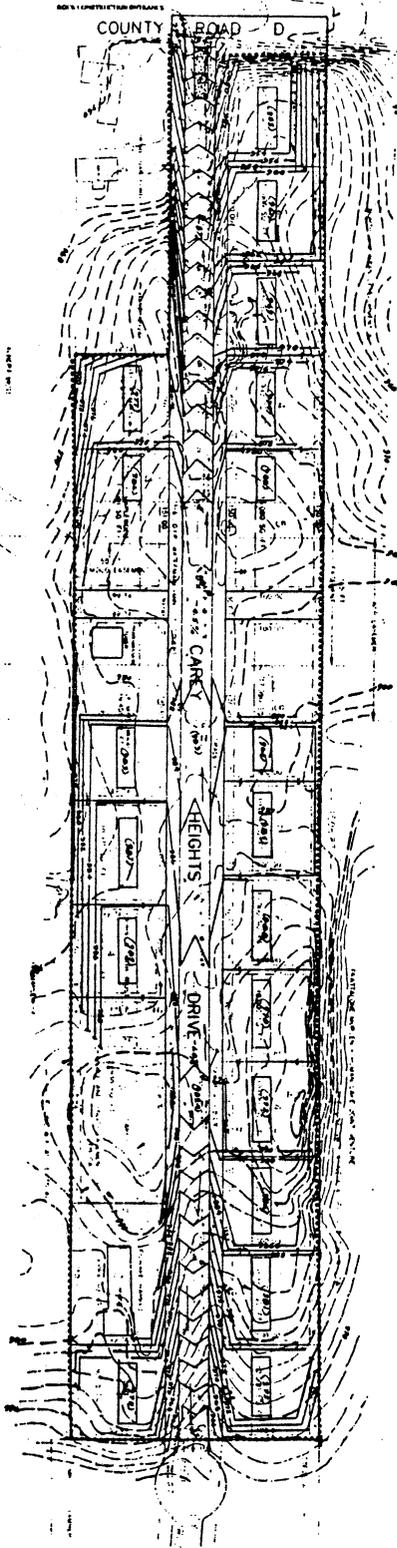
- 1. The proposed grading shall be in accordance with the proposed grading plan.
- 2. The proposed grading shall be in accordance with the proposed grading plan.
- 3. The proposed grading shall be in accordance with the proposed grading plan.
- 4. The proposed grading shall be in accordance with the proposed grading plan.
- 5. The proposed grading shall be in accordance with the proposed grading plan.



(227) DEMONSTRATE IMPROVED HOUSES AND BEHAVIOR.
DEMONSTRATE BEST PRACTICE.

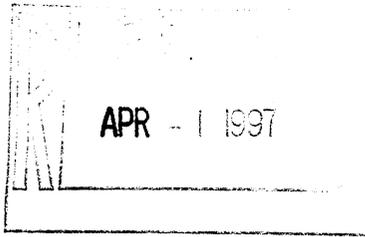
This grading plan is based on the topography map provided by the City of

CARLTON-JENSEN, INC.
 1000 S. 10th St.
 Lincoln, NE 68502
 Phone: (402) 441-1111
 Fax: (402) 441-1112
 Date: 11/15/22
 Project: Carey Addition



PROPOSED GRADING PLAN





March 22, 1997

Mr. Kenneth Roberts, Associate Planner
City of Maplewood
1830 E County Road B
Maplewood, Minnesota 55109

re: Carey Heights Addition

Dear Mr. Roberts:

From the material provided with your memo of March 19, 1997, it is not clear if the improvements from County Road D to the temporary cul-de sac near 2999 Carey Heights Drive will result in a thoroughfare to Frank Street.

If the improvements result in a thoroughfare to Frank Street, I vigorously object to the proposal.

A second direct connection to County Road D would further increase the traffic levels and therefore significantly reduce the current property value of the homes at the intersection of Carey Heights Drive and Frank Street. In addition the higher traffic volume would adversely impact the quality of life for the residents, in particular the children, along with the environment.

Should the temporary cul-de-sac near 2999 Carey remain and therefore the improvements result in no direct connection from County Road D to Frank Street, I would not object to the development.

Sincerely,

Gerald B Hauge
2969 Frank Street
Maplewood, MN 55109-1092
612-490-1688

VARIANCE RESOLUTION

WHEREAS, the Director of Community Development started a variance from the zoning ordinance.

WHEREAS, this variance applies to vacant property between 1176 County Road D and 2999 Carey Heights Drive. The legal description is:

Proposed Lot 1, Block 2, of the proposed Carey Addition in Section 4, Township 29, Range 22, lying west of Carey Heights Drive, Ramsey County, Minnesota.

WHEREAS, Section 36-69 of the zoning ordinance requires single-family residential lots to have at least 10,000 square feet of area.

WHEREAS, the applicant is proposing a lot with 9,575 square feet.

WHEREAS, this requires a variance of 425 square feet.

WHEREAS, the history of this variance is as follows:

1. On May 5, 1997, the planning commission reviewed the proposed preliminary plat but did not consider the variance request.
2. The city council held a public hearing on May 27, 1997. 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.
3. On July 14, 1997, the city council again considered the preliminary plat and lot area variance.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described variance 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 existing and proposed property lines are constrained by the existing property lines and the street right-of-way.
2. The variance would be in keeping with the spirit and intent of the ordinance, since the applicant would be creating a lot in the plat that is the same location with the existing property lines.

The Maplewood City Council adopted this resolution on July _____, 1997.

RESOLUTION: ZONING MAP CHANGE

WHEREAS, the Director of Community Development proposed a change to the zoning map from F (farm residential) to R-1 (single dwellings).

WHEREAS, this change applies to the property south of County Road D along Carey Heights Drive.

WHEREAS, the legal description is:

The east 9.0 acres of the Northwest Quarter of the Northeast Quarter of Section 4, Township 29 North, Range 22 West, Ramsey County Minnesota, except the north 358 feet lying west of the east 130 feet thereof.

WHEREAS, the history of this change is as follows:

1. On April 21, 1997, the planning commission recommended that the city council approve this change.
2. On May 27, 1997, the city council held a public hearing. The city staff published a notice in the Maplewood Review and sent notices to the surrounding property owners. 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.
3. On July 14, 1997, the council again considered the proposed preliminary plat and zoning map change.

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described change in the zoning map for the following reasons:

1. The proposed change is consistent with the spirit, purpose and intent of the zoning code.
2. The proposed change will not substantially injure or detract from the use of neighboring property or from the character of the neighborhood, and that the use of the property adjacent to the area included in the proposed change or plan is adequately safeguarded.
3. The proposed change will serve the best interests and conveniences of the community, where applicable, and the public welfare.
4. The proposed change would have no negative effect upon the logical, efficient, and economical extension of public services and facilities, such as public water, sewers, police and fire protection and schools.
5. The developer is proposing to develop the site with single-family homes.

The Maplewood City Council adopted this resolution on July _____, 1997.

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
APRIL 21, 1997**

B. Carey Addition (Carey Heights Drive)—Preliminary Plat, Zoning Map Change (F-R-1)

Ken Roberts, associate planner, explained the proposal. Mr. Roberts answered questions from the commissioners. Karen Carey Bonner was present representing Talmage and Theresia Carey. She said they anticipated the staff conditions and were okay with them.

Commissioner Rossbach moved the Planning Commission recommend:

- A. Approval of the Carey Addition preliminary plat (received by the city on March 12, 1997). The developer shall complete the following before the city council approves the final plat:
 1. Sign an agreement with the city that guarantees that the developer or contractor will:
 - a. Complete all grading for overall site drainage, complete all public improvements and meet all city requirements.
 - b.* Place temporary orange safety fencing and signs at the grading limits.
 - c. Have NSP install street lights in two locations - at the intersection of Carey Heights Drive and County Road D and where the proposed trail and Carey Heights Drive intersect.

- d. Pay the city for the cost of traffic-control, street identification and no parking signs.
 - e. Provide all required and necessary easements.
 - f. Remove all junk, scrap metal, debris, and the shed.
 - g. Cap and seal all wells on site that the owners are not using; remove septic systems or drainfields, subject to the environmental health official's approval. Within one year of the contractor installing the sanitary sewer, the owners of the existing houses on Carey Heights Drive shall connect the houses to the sanitary sewer.
 - h. Complete all the curb and gutter on Carey Heights Drive on the south side of the site, repair the temporary cul-de-sac and restore and sod the boulevards.
 - i. Construct eight-foot-wide paved walkways and fencing between Lot 5, Block 1 and Lot 8, Block 2 and Lot 6, Block 3 and Lot 1, Block 4. These trails shall be between the street and the property line on the east side of the site and shall connect to the trail in the new city park west of the site. The developer also shall provide a fence on both sides of the trails and shall install posts at the end of the trails to prevent cars or trucks from using the trail. The developer shall build the trails and any required fencing with the street. The city engineer must approve these plans. Maplewood is requiring the developer to pay for the trails within the plat since the trail will provide access to the new city park to the residents of the new plat.
- 2.* Have the city engineer approve final construction and engineering plans. These plans shall include grading, utility, drainage, erosion control, tree, trail and street plans. The plans shall meet the following conditions:
- a. The erosion control plans shall be consistent with the city code.
 - b. The grading plan shall:
 - (1) Include proposed building pad elevation and contour information for each home site.
 - (2) Include contour information for all the land that the construction will disturb.
 - (3) Show housing styles that reduce the grading on sites where the developer can save large trees.
 - (4) Show the proposed street grades as allowed by the city engineer.
 - c.* The tree plan shall:
 - (1) Be approved by the city engineer before site grading or final plat approval.
 - (2) Show where the developer will remove, save or replace large trees. This plan shall include an inventory of all existing large trees on the site.
 - (3) Show the size, species and location of the replacement trees. The deciduous trees shall be at least two and one half (2 ½) inches in diameter and shall be a

mix of red and white oaks and sugar maples. The coniferous trees shall be at least eight (8) feet tall and shall be a mix of Austrian pine and other species.

- (4) Show no tree removal beyond the approved grading and tree limits.
- d. The street and utility plans shall show:
 - (1) Paved walkways and fencing between Lot 5, Block 1 and Lot 8, Block 2 and Lot 6, Block 3 and Lot 1, Block 4. These trails shall be between the street and the property line on the east side of the site and shall connect to the trail in the park west of the site. The parks and recreation director shall approve their design.
 - (2) The maximum street grade of 8 percent and the maximum street grade within 75 feet of the south edge of County Road D at 2 percent.
3. Change the plat as follows:
 - a. Make the 30-foot-wide walking paths part of the adjacent lots and show them as 38-foot-wide utility and pedestrian easements.
 - b. Add drainage and utility easements as required by the city engineer.
 - c. Show drainage and utility easements along all property lines on the final plat. These easements shall be ten feet wide along the front and rear property lines and five feet wide along the side property lines.
 - d. Show the existing pipeline and NSP easements on the final plat.
- 4.* Secure and provide all required easements for the development including any off-site drainage and utility easements.
5. The applicant or developer shall provide a certificate of survey of the area between the houses at 1174 and 1176 Carey Heights Drive to verify the location of the swimming pool. If necessary, the applicant or developer shall move the proposed property line between Lots 2 and 3, Block 3 to ensure that the pool is completely on the lot with the house at 1174 Carey Heights Drive.
6. Record a deed dedicating 10 feet of additional right-of-way along County Road D for future street widening with the final plat.

The applicant shall submit the language for this dedication to the city for approval before recording.

7. Record a covenant or deed restriction with the final plat that prohibits the driveway on Lot 1, Block 1 from going onto County Road D.
8. Obtain a permit from the Ramsey-Washington Metro Watershed District for grading.
9. The owners of the properties at 1174 and 1176 County Road D shall change the addresses of their properties to Carey Heights Drive addresses within 30 days of the contractor installing the base bituminous course for the new public street.

If the developer decides to final plat part of the preliminary plat, the director of community development may waive any conditions that do not apply to the final plat.

*The developer must complete these conditions before the city issues a grading permit or approves the final plat.

- B. Adoption of the resolution which changes the zoning for the property south of County Road D along Carey Heights Drive. This change is from F (farm residential) to R-1 (single dwellings). The reasons for this change are those in the code and because the owner plans to develop the property for single dwellings.

Commissioner Brueggeman seconded.

Ayes—all

The motion passed.

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Conditional Use Permit and Design Review
PROJECT: US West Monopole
LOCATION: 500 Carlton Street
DATE: July 7, 1997

Endorsed
Modified
Rejected
Date

INTRODUCTION

Project Description

John Hollenbeck of CB Commercial, representing US West, is proposing to install a 90-foot-tall monopole for telecommunications equipment. They want to install this monopole on the north side of the US West building at 500 Carlton Street. (Refer to the maps and plans on pages 6-12 and the letter starting on page 13.) There also would be a 12' x 9.5' x 6' equipment pad near the base of the monopole. US West would surround the monopole and pad area with bollards to protect the equipment.

Requests

The applicant is requesting that the city approve:

- 1. A conditional use permit (CUP) for a monopole and related equipment in a BC-M (business commercial-modified) zoning district.
2. The design and site plans.

BACKGROUND

On March 3, 1960, the village council approved a rezoning for this site so that Northwestern Bell Telephone could construct their building on the site.

On September 7, 1972, the council approved plans for an addition to the north side of the building on the site. This approval was subject to seven conditions.

On May 24, 1994, the community design review board approved plans for US West to expand their parking lot by 26 spaces. With these additional spaces, there is a total of 95 parking spaces now on the site.

On January 13, 1997, the council adopted the commercial use antenna and tower ordinance.

On June 9, 1997, the city council held a public hearing about this request. After discussing the proposal and hearing concerns about possible interference, the council tabled the matter until July 14, 1997. The tabling was to allow 3M and US West to do testing about the possible interference with 3M's electronic equipment.

DISCUSSION

The memo from Robert Schlentz of 3M (dated-stamped July 1, 1997 on page 16) notes that the proposed personal communications system (PCS) equipment "will not interfere with 3M electronic equipment" in several of their buildings on their campus.

The Federal Communications Commission (FCC) licenses all telecommunications systems. This licensing requires that the proposed or new telecommunications equipment not interfere with existing communications or electronics equipment. If there is interference, then the FCC requires the telecommunications company to adjust or shut down the new equipment to correct the situation. Maplewood must be careful to not limit or prohibit this tower (or any other tower) because of electronic interference. That is up to the FCC to regulate and monitor. The city may only base their decision on land use and on health, safety and welfare concerns.

The city council should approve this request. This project meets the requirements of the tower ordinance and the criteria for a CUP. As proposed, the tower would be 120 feet from the east property line of the site and about 470 feet from the closest house on Ferndale Street. The site design would be compatible with the adjacent commercial structures and uses.

COMMISSION ACTION

On May 13, 1997, the community design review board recommended approval of the design plans for this project.

On May 19, 1997, the planning commission considered this request. The commission tabled taking action until June 2, 1997 on the proposal because of concerns of possible interference with equipment or processes in nearby 3M buildings.

On June 2, 1997, the planning commission again considered this request. After much discussion, the commission tabled action on this request until US West completes the interference study.

RECOMMENDATIONS

- A. Adopt the resolution on pages 17 and 18. This resolution approves a conditional use permit to allow a 90-foot-tall telecommunications monopole and related equipment. This approval is for the property at 500 Carlton Street. The city bases this approval on the findings required by the ordinance and 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.

- B. Approve the site and design plans date-stamped April 14, 1997, for a 90-foot-tall telecommunications monopole and equipment on the north side of the building at 500 Carlton Street. Approval is based on the findings required by code and subject to the applicant doing the following:
1. Repeat this review in two years if the city has not issued permits for this project.
 2. Before getting a building permit, provide a grading, drainage, driveway and erosion control plan to the city engineer for approval. The erosion control plan shall meet all ordinance requirements.
 3. If the monopole or ground equipment is in an existing handicap parking space or spaces, then the owner or contractor shall replace the lost space(s) on site with new ADA-approved handicapped parking spaces.
 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 150% of the cost of the unfinished work.
 5. All work shall follow the approved plans. The director of community development may approve minor changes.

CITIZENS' COMMENTS

City staff surveyed the owners of the 25 properties within 350 feet of the proposed site. We received 7 replies. Two were for the proposal, two objected, two had comments and one reply had no comment.

For

1. With the enormous power towers in the area, their monopole is the least of anyone's worries. (Conway Auto Clinic - 2545 Conway Avenue)

Against

1. Being involved in the communications industry, I know that these towers are required for the emerging technology. Since this tower will be built in the adjacent property to my back yard, I prefer it to be located in a different location. I do know that many towers are located on existing structures such as building roof tops and water towers. There are several of these in the immediate area and I would like those locations to be explored. (Mohwinkel - 529 Ferndale St.)
2. We have concerns of a technical nature and require more time to determine any negative impacts. We will meet with US West to determine impacts. (3M)

Comments

1. Capital City Investments has no objections to the proposal. (They own property near the site.)
2. Concerns - does the tower make any noise or as claimed will not interfere with electronic devices. I would not object if I was guaranteed replacement of any electronic devices affected and that the tower would not generate any noise. (Mihajlovich - 537 Ferndale Street)

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 4.26 acres
Existing land use: US West building and parking lots

SURROUNDING LAND USES

North: Child Care Center
South: 3M Center across Conway Avenue
West: 3M Center and Conway Auto Service across Carlton Street
East: Houses on Ferndale Street

PLANNING

Land Use Plan designation: BC-M (business commercial - modified)
Zoning: BC-M

Ordinance Requirements

Section 36-600(5)(b)(1) requires a CUP for a tower in any non-residential zoning district.

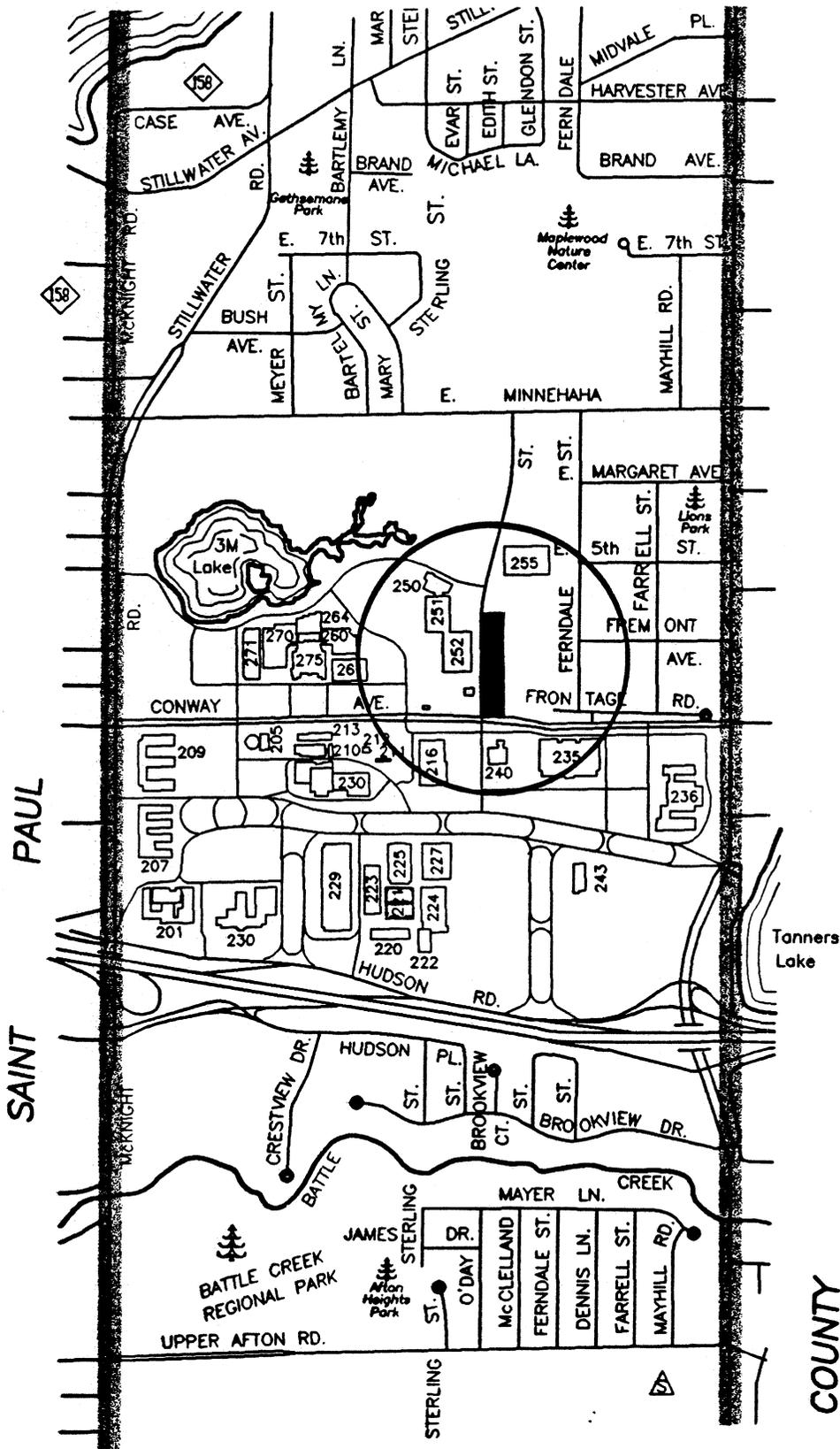
Findings for CUP Approval

Section 36-442(a) states that the city council must base approval of a CUP on nine standards for approval. Refer to findings one through nine in the resolution on pages 17 and 18.

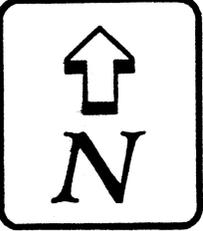
p:sec36/500crit.mem

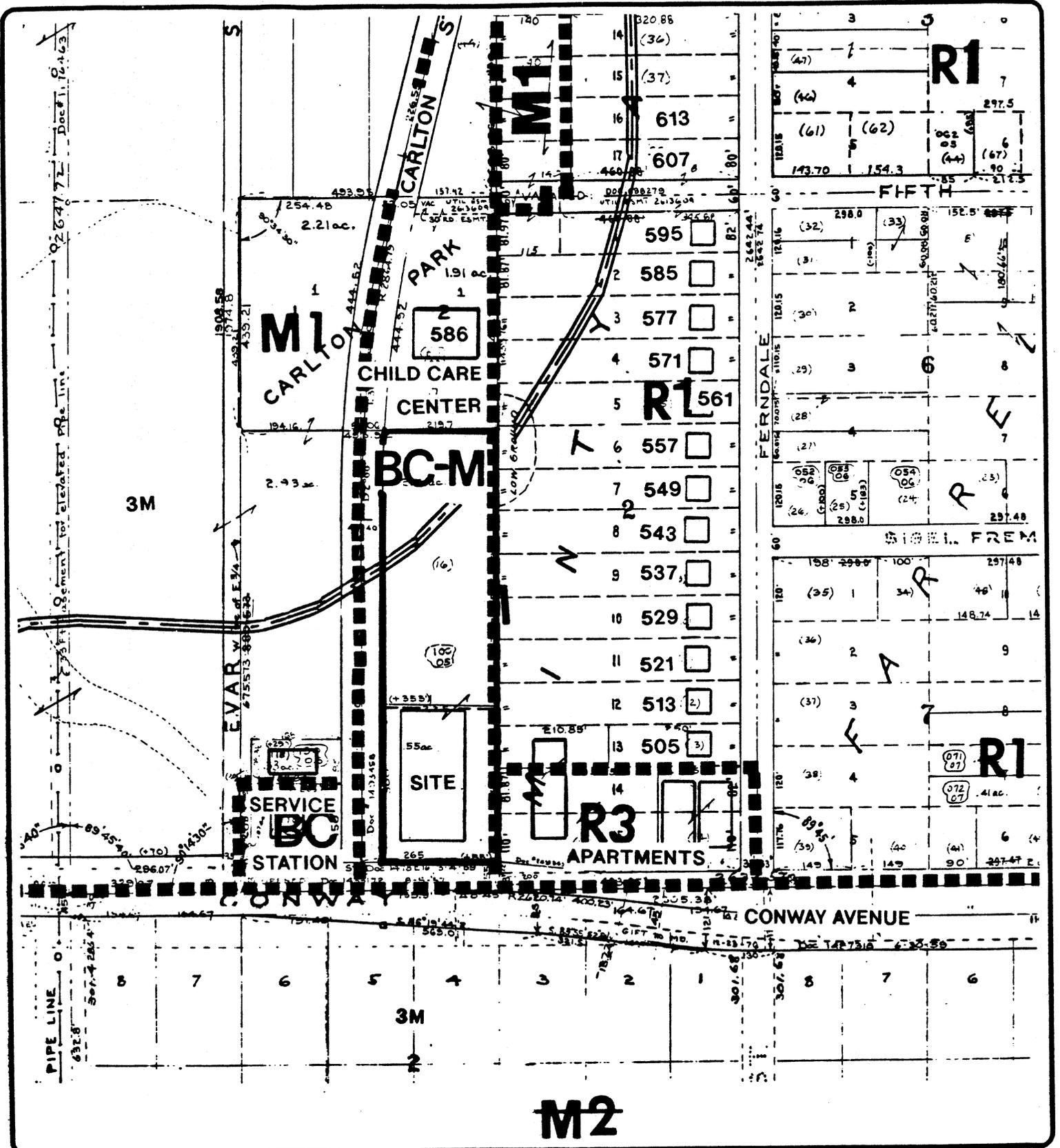
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Site Plan
5. Site Plan
6. Elevation
7. Photo Illustration
8. Applicant's letter dated March 11, 1997
9. Applicant's CUP criteria statement dated 5-19-97
10. June 27, 1997 memo from Robert Schlentz of 3M
11. Conditional Use Permit Resolution

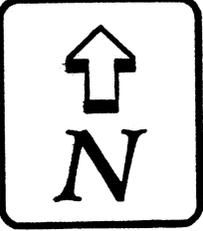


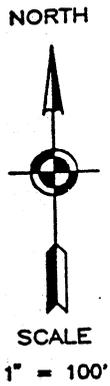
LOCATION MAP





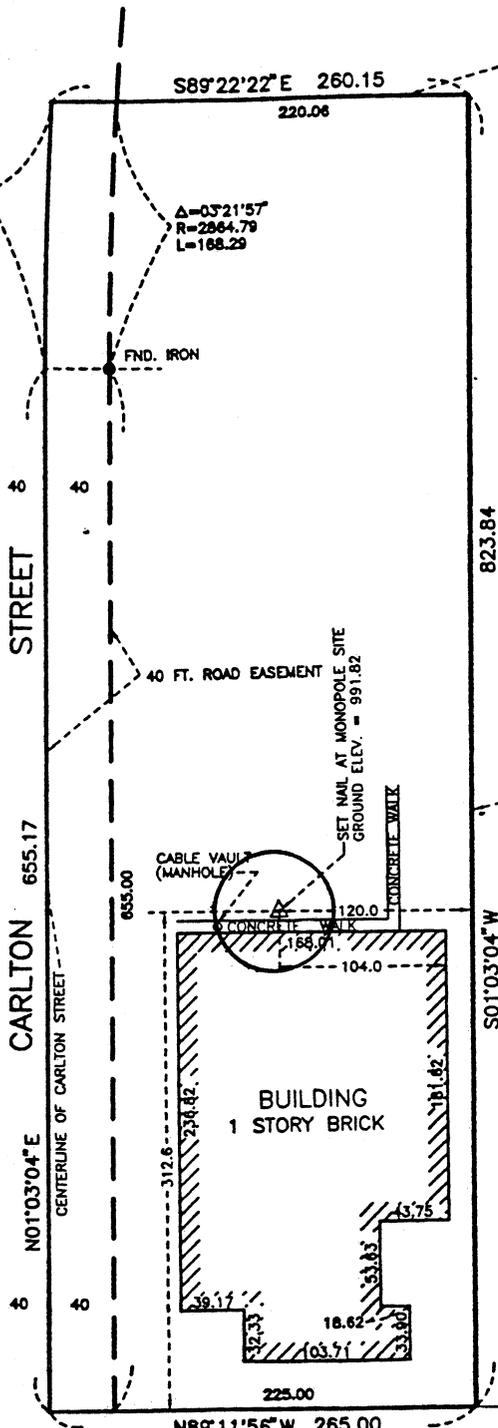
PROPERTY LINE / ZONING MAP





$\Delta=03^{\circ}18'49''$
R=2904.79
L=167.99

$\Delta=03^{\circ}21'57''$
R=2864.79
L=168.29



N. LINE, S. 2/3, W. 1/2, E. 3/4,
SW 1/4, NE 1/4, SEC. 36, T. 29, R. 22

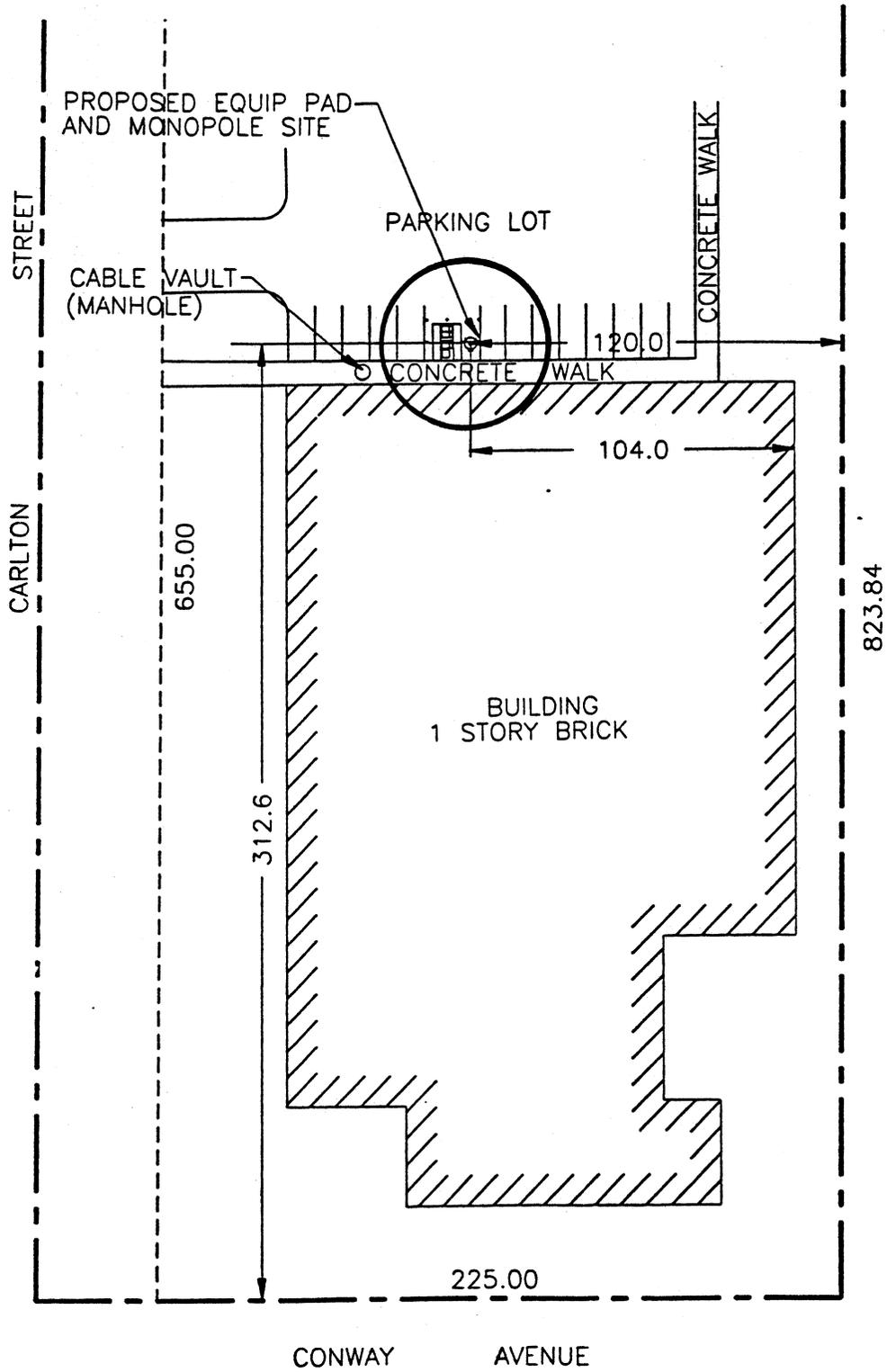
E. LINE, W. 1/2, E. 3/4, SW 1/4,
NE 1/4, SEC. 36, T. 29, R. 22

S. LINE, SW 1/4, NE 1/4, SE

SITE PLAN

4-14-97

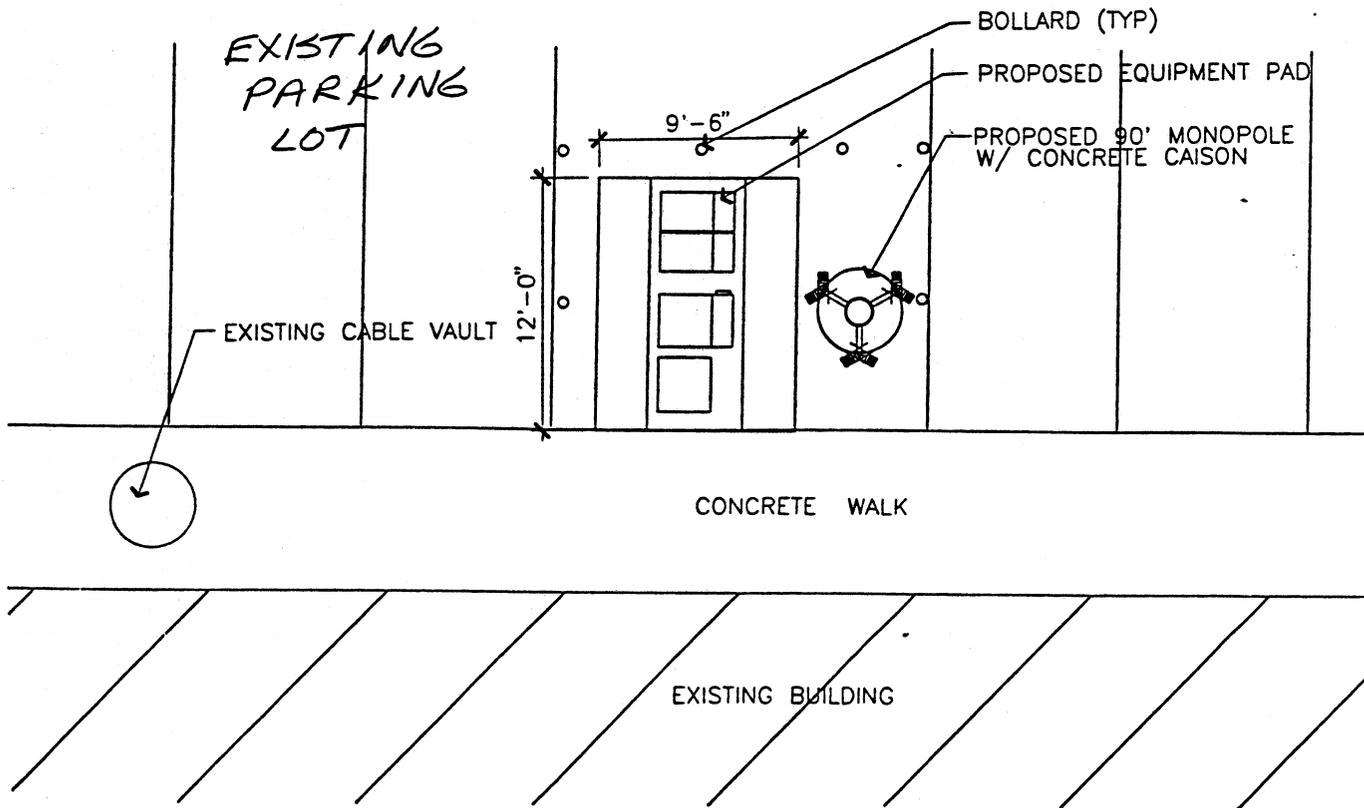




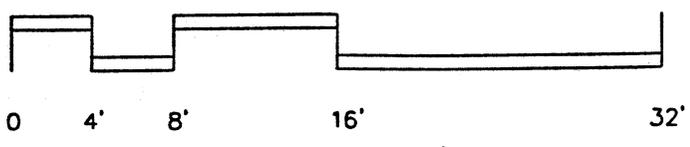
SITE PLAN

4-14-97



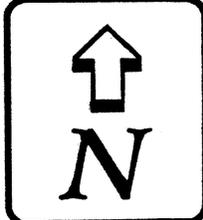


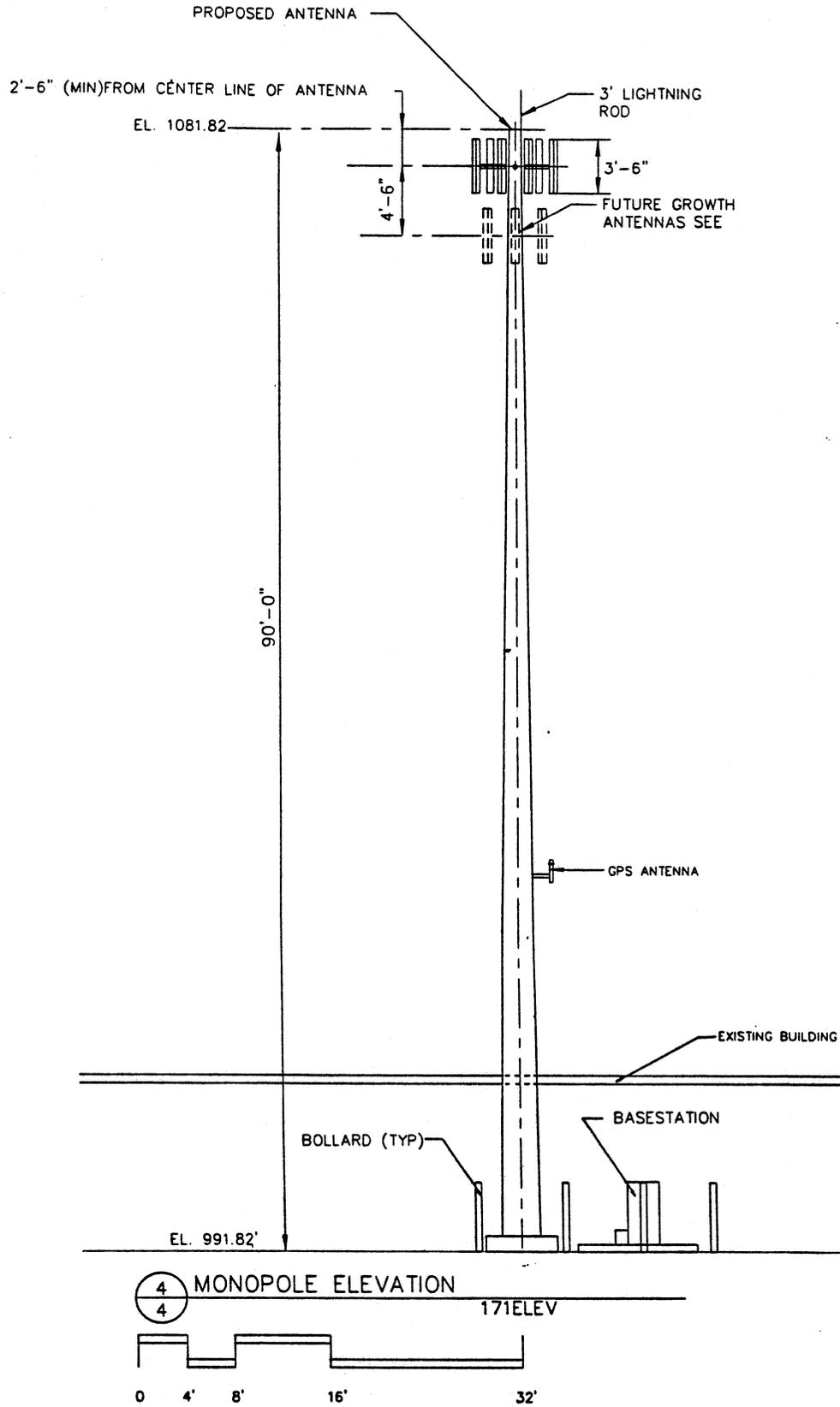
3 EQUIPMENT PAD PLAN
4 171PF



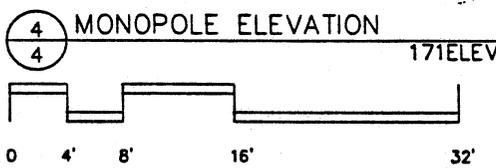
SITE PLAN

4-14-97





SITE ADDRESS:
 500 NORTH CARLTON STREET
 ST. PAUL, MINNESOTA
 DESIGN TYPE:
 MONOPOLE



BOARMAN KROOS PFISTER RUDIN & ASSOCIATES

	BECHTEL LUSWEST LUCENT TECHNOLOGIES MIN 171	US WEST US WEST Communications 650 North Hennepin, Room 601 St. Paul, Minnesota 55104 (612) 222-3300 (FAX) (612) 222-3300 US WEST Communications	Project Title: SITE ELEVATION Date: _____ Drawn by: _____ Checked by: _____ Approved by: _____	Comments: _____ _____ _____ _____ _____
--	--	---	---	--



MIN 171

500 N. Carlton, Maplewood

Monopole Height: 90' Building Height: 18'

CB COMMERCIAL

2550 University Avenue West
Suite 159S
St. Paul, MN 55114
(612) 603-6129
Fax (612) 645-1526

March 11, 1997

APR 4 1997

Melinda Coleman
City of Maplewood
1830 E. County Road B
Maplewood, MN 55109

RE: U S WEST Site# MIN171

Dear Ms. Coleman:

This letter accompanies an application for a Conditional Use Permit by US West that will allow the location of a PCS telephone antenna and cell site on the property at 500 N. Carlton Street. CBC has been authorized by US West to act as their representative for planning and zoning matters.

PROPOSED USE

US West is proposing to construct a steel monopole tower on the noted property. A PCS antenna array will be placed at the top of the pole.

The foundation for the tower will be a caisson type. The tower steel and foundation will be designed following specifications as determined by the tower manufacturer. These specifications take into account soils, local wind loading guidelines and the type of equipment to be attached to the tower. A safety factor is included in the design parameters resulting in a tower that typically exceeds local building code requirements. Please reference the enclosed drawings and the specification sheet from Engineered Endeavors, Inc. Additionally, the cell site will meet both FAA and FCC requirements for the location. Tower color will be chosen to blend in with the surrounding environment.

An unmanned prefabricated equipment pad measuring approximately 12'-0" x 9'-6" x 6'-0" will be located at the base of the pole. The drainage of the site will not be changed. Fencing or landscape will be implemented per the cities requirements. The site will only require single phase 200 amp electrical service and T1 telephone for utilities. These will be brought in underground. Site photographs, a site plan, and a zoning drawing are attached.

ZONING AND CONDITIONAL USE STANDARDS

The site meets the City's standards for conditional uses. The antenna will be visually unobtrusive and go unnoticed by the casual observer.

New wireless communication technology has developed rapidly in the past few years and many new applications are vital to industrial and business uses. Business and industry will be seeking out and adapting to these new technologies to remain competitive as the new Information Highway becomes a reality. Having access to these emerging wireless technologies will be an important amenity for the success of future business.

This site will enhance public safety and welfare because it will enable US West to bring this new CDMA cellular technology to the area. The ability to transmit data such as fax, paging and computer data transmission will open a whole new way for business, individuals, and government services to communicate. Police can use CDMA cellular fax machines as part of their drug enforcement program to obtain immediate search warrants when illegal activity is observed without leaving the scene. Firefighters can receive faxed blueprints of a building in route to more safely fight fires. Ambulances can use it to transmit vital data to emergency rooms which allows the emergency rooms to be better prepared to receive injured accident victims. At spill sites, hazardous material information can be obtained "on site" by accessing computer data bases throughout the country with a CDMA cellular modem. Motorists who do not have the cellular phones are benefited by this system. Passing motorists with a phone can place an emergency call.

CDMA Cellular radio transmissions are very safe and pose no health risk. It is really nothing more than a digital low power two-way radio. CDMA Cellular uses low power to insure that the signal stays within the designated "cell" so it will not interfere with neighboring "cells". The output for PCS cellular is 40 watts. Television and radio station transmitting towers can range from 50,000 watts to one million watts of power output. In fact, the output of a PCS antenna array impacts the population at approximately half the output and associated absorption rate of the microwave oven found in most kitchens.

The question is often asked if the operation of a cellular antenna will affect home radio and television reception. The use of the frequency spectrum is tightly controlled by the Federal Communications Commission (FCC). The CDMA cellular system is operated in the 1900 MHz range. This is a higher frequency on the radio spectrum than home radio and television frequencies. This is important because higher frequency users cannot interfere with lower frequency users. Since 1984, over 15,000 cellular antennas have been erected across the United States, and there have been no documented instances of interference with home entertainment equipment. Additionally, CDMA encoding will virtually eliminate the possibility of phone number cloning and cell number theft.

I respectfully request that we be placed on the next available Planning Commission Agenda. I plan to attend the hearing to answer any questions or concerns that the committee or public may have.

I appreciate the assistance I have already received from the Zoning Staff. I look forward to working with you to provide CDMA PCS cellular capability to your area.

Sincerely,



John Hollenbeck
Zoning Manager
CB Commercial
Telecommunications Division

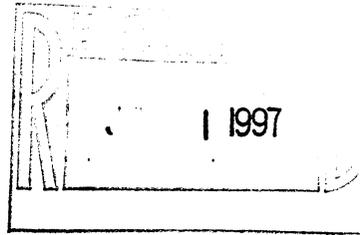
RECEIVED

**City of Maplewood: Application for a Conditional Use
Criteria for Approval of a Conditional Use Permit**

MAY 19 1997

1. The City's comprehensive plan does not address PCS telephone towers and antennas.
2. The proposed use is designed to blend with the surrounding environment. The monopole will not be illuminated and will have no signage. The color will be light blue or gray.
3. PCS towers do not reduce property values. In fact, property values have been known to increase in areas with PCS towers because it will enable US West to bring this new technology to the community. US West's PCS system will enhance the community's communications ability yet will not interfere with television, radio, pacemakers or other electronic devices.
4. US West PCS transmissions operate at a very low power level producing no harmful effects upon the health and safety of residents. PCS transmission is really nothing more than a digital low power two-way radio. According to the Federal Communications Commission (FCC): "Measurements that have been made around typical cellular base stations have shown that ground-level power densities are well below limits recommended by currently accepted RF and microwave safety standards."
5. The proposed PCS monopole would not increase the amount of vehicular traffic on local streets. Monopole base stations are serviced only twice each year, thus generating virtually no additional traffic.
6. The proposed use is currently accessible by city streets. No service by any other public facility would be required.
7. The proposed use would not create any additional costs for public facilities or services.
8. The proposed use will not adversely affect the surrounding natural environment. The monopole and accessory equipment will be located in the north parking lot. This placement will cause no disturbance to the surrounding vegetation and will hide the monopole base and equipment from traffic on Carlton.
9. The proposed use will include a tower of 90' and an enclosed Base Transceiver Station (BTS) for tower equipment that create no adverse environmental effects.

Internal Correspondence



File: CELL-I

CC: Mark A. Beattie * 3M Real Estate * 42-8W-06 * 8-6055
Jill Smith * 3M Real Estate * 42-8W-06 * 8-6555
Khursheed Khan * US West * 642-6039
Roger Kuhn * CR-SEMS EMC Lab * 76-1-01 * 8-6279

To: Dan Brathal * 3M Facility Management * 225-1S-01 * 3-6117

From: Robert J. Schlentz * CR-SEMS Prod Assur * 235-1F-38 * 3-0390

Subject: Conclusions From Measurements Of The Proposed
Personal Communications System (PCS)
Transmitters And Antennas
At The US West Building Site Located At
Carlton St. and Conway Ave., Maplewood, MN

Date: June 27, 1997

SUMMARY

The proposed Personal Communications System (PCS) transmitters and antennas at the US West building site located at Carlton St. and Conway Ave., Maplewood, MN, will not interfere with 3M electronic equipment in Buildings 216, 235, 240, 250, 251, 252, 253, 255, 260 and buildings further away from the transmitter site.

If the communications service is changed such that the transmitter power is increased, a different antenna is used, the antennas are turned, more transmitters are used, or the modulation is changed, then there may be interference. The rf measurements should be made again if any of these things happen.

If a new building were placed approximately 200 feet from the US West and it were as high as the transmitting antenna, then interference may occur. Such a building would also affect the coverage of the personal communications system. The rf measurements should be made again if such a building were built.

Robert J. Schlentz, PE

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Mr. John Hollenbeck of CB Commercial, representing US West, applied for a conditional use permit to install a 90-foot-tall telecommunications monopole and related equipment.

WHEREAS, this permit applies to the property at 500 Carlton Street. The legal description is:

The Part East of Carlton Street of South 2/3 of West 1/2 of East 3/4 of the SW 1/4 of the NE 1/4 (Subject to Road) in Section 36, Township 29, Range 22 in Ramsey County, Minnesota. (PIN 36-29-22-13-0016)

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

1. On May 19, 1997, the planning commission considered this request but tabled taking action on the proposal.
2. The city council held a public hearing on June 9, 1997. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations of the city staff and planning commission.
3. On July 14, 1997, the council discussed this proposal again.

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

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

7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city.
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.

The Maplewood City Council approved this resolution on July _____ 1997.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
MAY 13, 1997**

VI. DESIGN REVIEW

A. Telecommunications Tower—U.S. West, 500 Carlton Street

Scott Hoelscher of CB Commercial was present representing U.S. West Wireless. Mr. Hoelscher answered questions from the board. He said he was not informed of the outcome of any meeting with U.S. West and the 3M company. Secretary Ekstrand asked that the applicant submit a revised letter that eliminates the reference to landscaping and screening at this site. Mr. Hoelscher said he would send the letter. Mr. Ekstrand cautioned that if handicap-parking stalls were used for this installation, other handicap-parking arrangements might be required to meet ADA standards.

Boardmember Robinson moved the Community Design Review Board recommend:

B. Approval of the site and design plans date-stamped April 14, 1997, for a 90-foot-tall telecommunications monopole and equipment on the north side of the building at 500 Carlton Street. Approval is based on the findings required by code and subject to the applicant doing the following:

1. Repeat this review in two years if the city has not issued permits for this project.
2. Before getting a building permit, provide a grading, drainage, driveway and erosion control plan to the city engineer for approval. The erosion control plan shall meet all ordinance requirements.
3. 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 150 percent of the cost of the unfinished work.
4. All work shall follow the approved plans. The director of community development may approve minor changes.
5. If any handicap-parking spaces are used by the pole, they shall be replaced.

Boardmember Ledvina seconded. Ayes—all

The motion passed.

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JUNE 2, 1997**

VI. UNFINISHED BUSINESS

A. US West Telecommunications Tower Conditional Use Permit (500 Carlton Street)

Ken Roberts, associate planner, handed out a letter from US West. This item was tabled from the last planning commission meeting to allow time for US West and 3M to do some testing about possible interference with equipment or processes. Mr. Roberts said it was his understanding that this testing has not been completed. This item is scheduled for public hearing before the city council on June 9, 1997. It was Mr. Roberts feeling that this would be tabled by the council until the June 23, 1997, council meeting to allow time for completion of the testing.

Mr. Roberts cautioned that the planning commission and city council should take action on land use matters and not try to regulate, control or monitor interference issues. These are functions of the Federal Communication Commission (FCC). Mr. Roberts said the commission could either take action on this item or table it until the next meeting. He also answered questions from the commissioners.

John Hollenbeck of CB Commercial Real Estate (representing US West) was present. He said the FCC regulates all broadcast radio of which this tower is a part. Commissioner Rossbach felt the planning commission should not hold up its decision until the results of the testing with 3M are available.

Mark Beady, manager of the corporate real estate department at 3M, said the technical staff at 3M have been concerned about the adverse affect that these towers can have on 3M's research and development activities. He said the three requirements of any radio frequency communication system, such as PCSs, are: 1) have no adverse effect on people, 2) have no interference with electrical equipment such as computer, laboratory equipment, etc., and 3) have no interference with other communication equipment. Based on information which has been made available to the city, 3M now concludes that this tower will likely have a negative impact on 3M and its operations at the Maplewood site. Mr. Beady elaborated on 3M's concerns about interference.

Mr. Beady also asked, if the tests show there are not concerns about interference at this time, that provision be made by US West, the planning commission, and the city council to notify 3M if the frequency is increased at this installation and afford 3M the opportunity to retest.

Commissioner Rossbach moved the Planning Commission recommend tabling the conditional use permit request by US West for a telecommunications monopole at 500 Carlton Street until the interference study is completed by US West and 3M Company.

Commissioner Kittridge seconded.

Ayes—all

The motion passed.

The commission agreed that, if a report was received indicating that there was no interference at this point, the staff recommendation would have been adopted by a vote of five to one.

Action by Council:

MEMORANDUM

TO: City Manager
FROM: Tom Ekstrand, Associate Planner
SUBJECT: **Conditional Use Permit and Design Review**
PROJECT: **Merit Chevrolet Addition**
LOCATION: 2695 Brookview Drive
DATE: July 8, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

Project Description

Merit Chevrolet is proposing to build a 4,700-square-foot addition onto the southeast corner of their building. Refer to the maps on pages 9-11. Merit would use the additional space for a service write-up area, offices, customer lounge, express lube bays and employee support space. The proposed addition would have an exterior of stucco and rock-face concrete block on the front and metal panels and rock-face concrete block on the south side. See the proposed elevations on page 12 and the narrative on pages 13-17.

Requests

The applicant is requesting approval of:

1. A conditional use permit (CUP) to expand a nonconforming use. Merit Chevrolet is nonconforming because:
 - a. The code now requires motor vehicle service garages to be 350 feet from a residential lot line. The closest point of Merit's existing service garage is only 55 feet from the lot line to the south. As proposed, the addition would be 80 feet from the south property line.
 - b. The code requires a 100-foot setback from the south lot line. Currently the building is 55 feet from the south lot line. The code requires buildings with exterior wall surfaces of more than 3,000 square feet that face residential areas to have at least a 100-foot setback. The south elevation of Merit Chevrolet, with the proposed addition, would be 5,480 square feet in area.
 - c. The city code requires a six-foot-tall, 80 percent opaque screen for commercial parking lots when next to residential property. Merit Chevrolet has not provided any screening next to the adjacent single dwelling lots.
 - d. The code requires that vehicles be parked on paved surfaces. Merit is parking trucks on an unpaved surface at the corner of Century Avenue and Brookview Drive on the old Video Update site.
2. Architectural and site plans.

BACKGROUND

On June 23, 1997, the city council held a public hearing to consider Merit's requests to expand their showroom. After much testimony from the neighbors, the council tabled action on the requests. The council directed the applicant to revise their plans to reduce the size of the proposed addition to keep it farther from the residential properties to the south. The council also directed staff to prepare a code amendment allowing Merit Chevrolet to keep the service garage open until 2 a.m. by CUP.

DISCUSSION

Conditional Use Permit/Evaluation of Neighbor's Concerns

Building Setback

The original site plan for the proposed addition had the building expansion about 65 feet from the property line behind the house at 2685 Brookview Drive. The site plan received by the city on July 8, 1997 has the building expansion 80 feet from the south property line. This 15-foot change reduces the impact of the proposed addition on the properties to the south.

Screening

On November 3, 1967, the Maplewood Village Clerk notified the abutting neighbors that the village required the property owner of the Merit site to install a six-foot-tall redwood screening fence along the west and south lot lines. Refer to the letter to Joseph Korba on page 18 and the agreement dated November 2, 1967 on page 19. The property owner never installed the fence.

The abutting neighbors are now requesting that Merit build a ten-foot-tall wooden screening fence. City code now requires six-foot-tall, 80 percent opaque fence. The city council should require that Merit Chevrolet install this long-overdue fence along all parts of the site that abut residential properties. The only exception is behind the long storage building near the west lot line. The screening fence should be placed on top of the slope at the same grade elevation as the parking lot for maximum screening. As an option, the fence could be placed part way down the slope abutting the neighbor's properties. If Merit places it on the slope, it should be tall enough to still provide six feet of screening as measured from the parking lot grade. Staff also is suggesting that the fence provide 100 percent screening to maximize concealment of Merit Chevrolet for the neighbors. However, the city attorney has advised staff that the city cannot require the screening fence unless the city approves a conditional use permit for the site.

Noise

Another problem is that the service garage is open until 2 a.m. This violates the maintenance garage requirements in the city code. Since 1989, the city code has not allowed such garages to be open past 11 p.m.

At their last meeting on June 23, the city council discussed a request by the applicant to extend the hours of service garage operation required by code from 11 p.m. until 2 a.m. Staff has prepared a memo and ordinance change to do this by CUP. If the council finds this code change acceptable, they should allow Merit Chevrolet to service cars until 2 a.m.

Other Concerns

1. Vandalism — Joseph Korba, a neighbor to the south, said that there has been vandalism in the Merit Chevrolet parking lot behind his house. He said that the vandals exit through the undeveloped lot next to him. Mr. Korba feels a screening fence will also help to stop some of this vandalism.
2. One neighbor said that Merit should build the addition on the north side of the building. This is not feasible since the addition is for more service garage space. The service garage is on the south side of the building.
3. There is much litter from Merit Chevrolet that blows into the adjacent yards. A fence will help to contain litter when it blows.

CUP

Staff does not see a problem with approving a CUP for the expansion. The CUP should be contingent upon the installation of a screening fence and compliance with the 11 p.m. closing time if the council does not approve the code change to allow the service garage to remain open until 2 a.m.

Design Considerations

Building Design and Roof-Equipment Screening

The building design would be attractive and compatible with the existing structure.

The community design review board (CDRB) has waived the roof equipment screening requirement for several recent building proposals. The CDRB felt that screening would be more noticeable than the equipment it is meant to hide. Screening eventually needs repairs and becomes unsightly. The city should waive the screening requirement and require the owner or contractor to paint any new equipment to match the building.

Parking and Paving

There are 520 parking spaces shown on the site plan. Twenty-eight are for customers. The parking on site meets the city code requirements. The applicant should, however, provide two handicap parking spaces to comply with handicap-parking requirements.

There is an unpaved parking area in the southeast corner of the site where Merit is parking trucks. This is the "footprint" of the old Video Update building. The applicant should pave this area for parking as code requires.

COMMITTEE ACTIONS

June 2, 1997: The planning commission recommended approval of the CUP with the staff recommendation.

June 10, 1997: The community design review board recommended approval of this project with the staff recommendation.

RECOMMENDATIONS

- A. Adopt the resolution beginning on page 23. This resolution approves a conditional use permit to expand the auto dealership service garage at 2695 Brookview Drive. This permit is based on the standards required by the ordinance and is subject to the following conditions:
1. All construction shall follow the site plan (date-stamped July 8, 1997) as approved by the city. The director of community development may approve minor changes.
 2. The proposed construction 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. The service garage shall not be open between the hours of 11 p.m. and 6 a.m., unless the city council approves a code amendment to allow different hours of operation. If the council requires an 11 p.m. closing time, the applicant shall change their hours of operation to meet this requirement within one month of this city council action.
 5. The property owner or applicant shall install at least a six-foot-tall, 100 percent opaque decorative wood screening fence placed along the south and west parking lot edges of the site. The fence may be placed part way down the slope, but the fence height shall be measured from the parking lot grade. There is no need for the fence behind the storage building. The owner or contractor must install this fence within two months of this city council action.
 6. There shall be no outside storage of refuse, equipment or vehicle parts of any kind unless in a screening enclosure. Plans for screening enclosures shall be submitted to staff for approval of placement and design. Any outside storage not in an enclosure shall have city council approval.
 7. The owner or operator shall not allow anyone to work on vehicles outside the building, except interior work on motor homes. All employees shall do the vehicle repair and maintenance inside the building, except interior work on motor homes.
- B. In the event the applicant does not proceed with the proposed expansion plans, Merit shall still change the service garage hours to meet the standards in the city code within one month of this city council action. The service garage shall not be open between the hours of 11 p.m. and 6 a.m.
- C. Approval of the site plan date-stamped July 8, 1997, and the revised building elevations submitted to the community design review board on June 10, 1997, for the Merit Chevrolet service garage addition at 2695 Brookview Drive. Approval is subject to the property owner doing the following:
1. Repeat this review in two years if the city has not issued a building permit for this project.

2. Do the following before getting a building permit:
 - a. Submit the fence design plan to staff for approval. The fence shall be a six-foot-tall, 100 percent opaque decorative wood screening fence placed along the south and west parking lot edges of the site. The fence may be placed part way down the slope, but the fence height shall be measured from the parking lot grade. There is no need for the fence behind the storage building.
 - b. Submit a parking lot paving and striping plan for staff approval showing:
 - (1) Paving and striping in the unpaved area at the corner of Brookview Drive and Century Avenue.
 - (2) Two handicap-accessible parking spaces that would meet ADA (Americans with Disabilities Act) requirements.
3. Complete the following before occupying the building:
 - a. Paint all proposed roof-mounted equipment visible from streets or adjacent property. The color must match the building color. (code requirement)
 - b. Aim or shield all exterior site lights on the proposed addition as required by code so they are not a nuisance to neighbors. (code requirement)
 - c. Pave and stripe the truck-parking area at the corner of Brookview Drive and Century Avenue.
 - d. Install the screening fence along the south and west sides of the parking lot that abut the residential properties
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 150% of the cost of the unfinished work.
5. This approval does not include the signs. City staff will review signage through the sign permit process.
6. All work shall follow the approved plans. The director of community development may approve minor changes.
7. Present a sample of the proposed fence and a cross section drawing to the city council at the public hearing showing the proposed fence design and profile on the slope next to the parking lot.

CITIZENS' COMMENTS

I surveyed the 40 surrounding property owners within 350 feet of Merit Chevrolet for their comment about this proposal. Of the 37 replies, five were in favor, 29 were opposed and three had no comment.

In Favor

1. Merit has been a good corporate neighbor. (Wolfe, 203 Ferndale Street)
2. It will hopefully increase their business. (Roemer and Dreher, 175 Century Avenue)
3. It will enhance the southern and eastern appearance of the Merit building. It will reduce the traffic on the south sides of the building. (Northwest Motor Sales, Inc, 2695 Brookview Drive)

Opposed

Twenty nine neighbors are against this proposal, but according to the letter on pages 20–22, it would be acceptable if Merit built a screening fence.

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 6.9 acres
Existing land use: Merit Chevrolet

SURROUNDING LAND USES

North: I-94 and 3M Center
South: Single dwellings and Brookview Drive
West: Single dwellings
East: Country Inn and Sinclair Station across Century Avenue in Woodbury

PAST ACTIONS

August 3, 1967: The village council rezoned the rear portion of the Merit Chevrolet property from R1 (single dwelling) to BC (business commercial). The council required that Mr. Marrone, the developer, install a screening fence as a buffer for the abutting homeowners.

November 6, 1975: The city council approved plans for a 25- by 200-foot storage building along the rear lot line. This approval was subject to five conditions. Condition Three required that Merit Chevrolet install a screening fence as a buffer for the abutting homeowners.

November 16, 1976: The city council reconsidered the construction of the 200-foot-long storage building and again required that Merit submit a screening fence plan to the city for the south lot line.

October 24, 1995: The CDRB approved plans for the exterior remodelling of Merit Chevrolet.

PLANNING

Land use plan designation and zoning: BC
Ordinance requirements: BC

Ordinance Requirements

Section 36-151(b)(9)(c) of the BC district requirements states that motor vehicle maintenance garages must be at least 350 feet from any property that the city is planning for residential use.

Section 36-17(e) requires that no existing building or premises devoted to a use not permitted in the district in which such building or premises is located shall be enlarged, reconstructed or structurally altered, unless:

1. Required by law or government order; or

2. There would not be a significant affect, as determined by the city through a conditional use permit, on the development of the parcel as zoned.

Section 36-27(b)(4) requires a visual screen that is at least six-feet-tall and 80 percent opaque when a parking lot is constructed next to property that is used or shown on the city's land use plan for single or double-dwelling use. The community design review board may waive this requirement if it determines that screening would not be needed or would not protect surrounding property values.

Section 36-151(b)(9)(j) requires that no maintenance garage within 350 feet of a residential lot line shall be operated between 11 p.m. and 6 a.m.

Section 36-22(e) requires that all parking lots and associated driveways have a surface of bituminous or concrete and striped parking spaces.

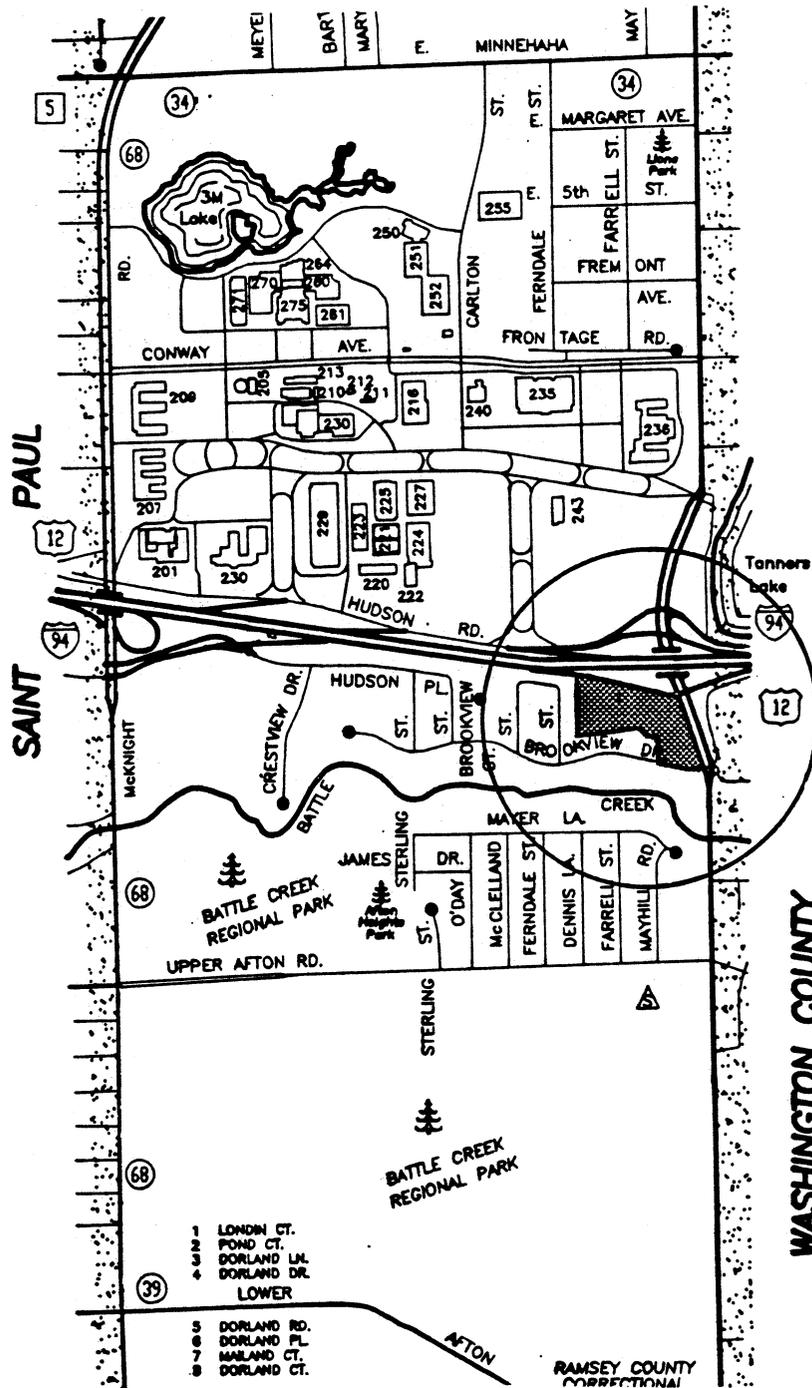
Criteria for CUP Approval

Section 36-442(a) states that the city council may approve a CUP, based on nine standards. Refer to the findings in the resolution on pages 23 and 24.

p:sec1-28\merit-2.cup

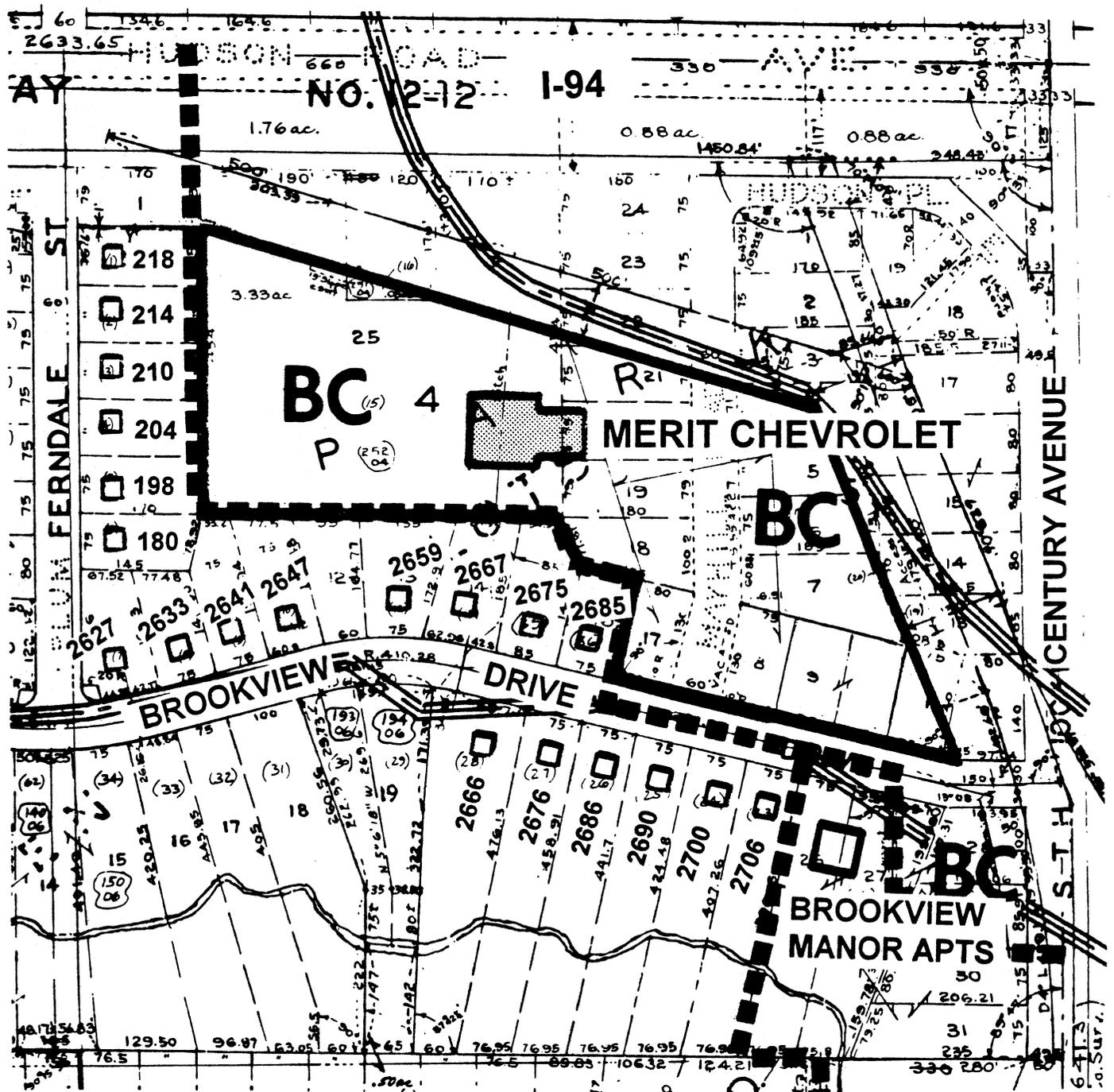
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. 7-8-97 Site Plan
4. Building Elevations
5. Applicant's narrative (five pages)
6. Letter to Joseph Korba dated November 3, 1967
7. Agreement with the Village of Maplewood and Donald Marrone dated November 2, 1967
8. Letter and map from the abutting neighbors (three pages)
9. Conditional Use Permit Resolution
10. Plans date-stamped July 8, 1997 (separate attachment)



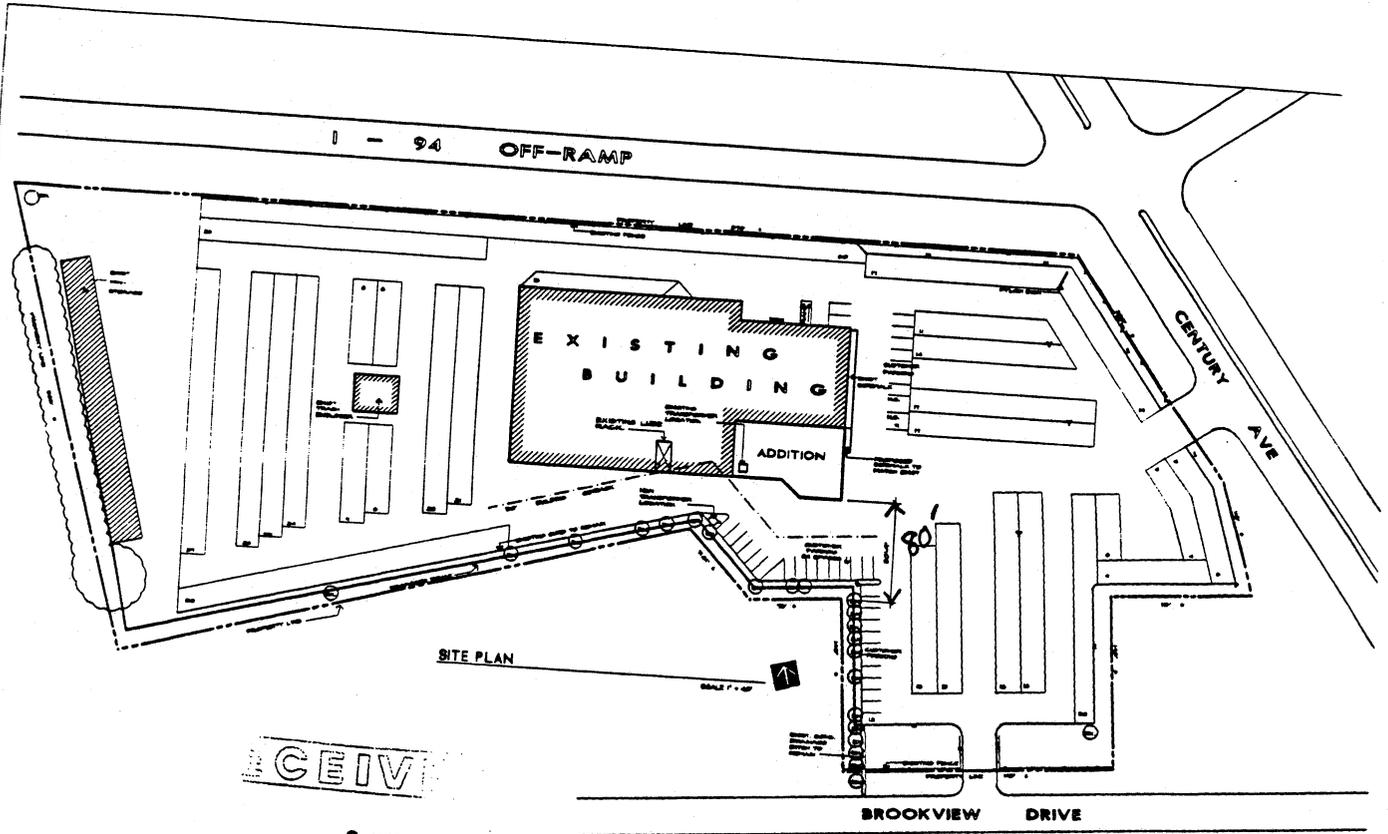
LOCATION MAP





PROPERTY LINE / ZONING MAP





RECEIVED

JUL - 8 1997

SITE DATA

TOTAL AREA	= 6.95 AC.
EXISTING IMPERVIOUS SURFACE AREA	= 249,555 S.F.
EXISTING BLDG. AREA	= 82,967 S.F.
PROPOSED ADDITION AREA	= 4,700 S.F.
TOTAL BLDG. AREA	= 87,667 S.F.

SITE PLAN



*Request for
Conditional Use Permit Approval
Merit Chevrolet
Maplewood, Minnesota*

I. Introduction

For over 48 years Merit Chevrolet has taken pride in itself as a business where customer convenience and satisfaction is their highest priority. For the last 26 years of those 48, Merit Chevrolet has been located at its present location. With this proposed addition, it is Merit Chevrolet's intent to provide their customers service in an environment that is conducive for "dropping off" and "picking-up" their vehicles.

Also, to better service their customers Merit Chevrolet proposes to incorporate an Express Lube Facility into this addition.

II. Site Development

A. Existing Site Condition

The present site was opened as an auto dealership in 1971, and has remained an auto dealership under the same ownership ever since.

The site is approximately 6.9 acres in area. It is bound to the north by the I-94 eastbound off ramp, and to the east by Century Ave. adjoining the site to the south and west are single family residential lots.

B. Present Land -Use

The project site is presently zoned Business Commercial (BC), and has been zoned BC since 1967. The present use is automotive sales and service which is a permitted use. The Conditional Use Permit requirement was incorporated into the city zoning ordinance after Merit Chevrolet occupied the site in 1971.

*Request for
Conditional Use Permit Approval
Merit Chevrolet
Maplewood, Minnesota*

C. Proposed Land - Use

Since the type of business use of the site is remaining as automotive sales and service, and is a permitted use, no rezoning of the site is required.

III. Proposed Project Description

A. Proposed Project

The proposed project consists of an addition to the existing Merit Chevrolet facility. The addition will provide needed space for:

1. Service Write-up area.
2. Service Department Office Space.
3. Service Customer Lounge.
4. Express Lube Bays.
5. Employee Support Space.

The proposed location of this addition is located at the southeast corner of the existing facility. The foot print area of the addition will be approximately 5,250 S.F.

B. Building Design

The exterior design for the proposed addition will have a clean, interesting, and an aesthetically pleasing design. The design will compliment the present building exterior.

The exterior finish materials will consist of synthetic stucco finish material on the east (front) elevation above a two foot high wainscot of "rock face" textured concrete block. The proposed exterior finish materials for the south and west elevations are architectural grade pre-finish metal wall panel with a two foot high wainscot of "rock face" textured concrete block.

**Request for
Conditional Use Permit Approval
Merit Chevrolet
Maplewood, Minnesota**

An interior ramp will be included in the design of the addition, providing handicap access between the service to the showroom levels.

Exterior building signage will be located on the east (front) elevation directly above the overhead doors. These signs will be illuminated signs that conform to Chevrolet's "Image 2000" signage program, matching the existing building signage.

At this time, the mechanical roof top units have not been sized or locations determined. All mechanical roof top units will be screened from adjoining residential zoned property.

C. Site Improvements

The site improvements associated with this proposed addition is limited to new sidewalks along the east (front) side of the addition.

The quantity of existing parking spaces for customers, employees, service, and inventory exceeds the required parking spaces. All new customer parking spaces will be 9.5 feet wide by 18 feet long, and double stripped as required by the City of Maplewood.

D. Grading/Drainage

Presently the site drains in three general directions. Surface drainage for approximately the west half of the site is collected by catch basins which connect to the city storm sewer system located in lot 12 just south of the subject property.

The northeast portion of the site surface drains to MN DOT right-of ways either I-94 or Century Ave. The remaining south portion of the site surface drains to Brookview Drive by way of a drainage ditch.

The proposed addition will not effect the existing surface drainage patterns.

***Request for
Conditional Use Permit Approval
Merit Chevrolet
Maplewood, Minnesota***

E. Site Lighting

The present site lighting will remain. For security purposes, wall mounted down lights are proposed on the south side of the addition.

F. Site Utilities

All existing utility services to the site will remain as is. The addition will require some on site rerouting of sanitary sewer.

In accordance with an agreement between the City of Maplewood and Merit Chevrolet an automatic fire sprinkler system will be installed in stages. This will require a new 6" water service be installed. The proposed location of this water line would be from Brookview Drive (next to existing hydrant) extending to the southeast corner of the proposed addition.

G. Site Signage

All existing site signage (pylon and monument) will remain as is.

H. Setbacks

The present building setback minimum required for this project is 50 feet. Total area of all exterior walls for this addition that faces residentially zoned property is 2,136 square feet thus requiring the building setback to be increased by 5 feet to a total distance of 55 feet.

The actual setback varies because of the property lines and addition configuration, a minimum building setback of 56 feet is proposed. This setback is located at the point where the south wall of the addition abutts the existing building.

The minimum setback for parking lots is 20 feet. This requirement is not applicable to this addition, since no modification are being proposed to the existing curb and gutter.

*Request for
Conditional Use Permit Approval
Merit Chevrolet
Maplewood, Minnesota*

IV. Conclusion

We respectfully request the approval of this Conditional Use Permit Application for the following reasons:

- Allows Merit Chevrolet to maintain satisfied customers, and provide the type of service that customers are requiring.
- This project will provide interior service write-up area for at least 7-8 vehicles, thus virtually eliminating long lines of vehicles outside waiting for service, that presently exists.
- Provides handicapped accessibility to the existing showroom by way of an interior ramp.
- Proposed project meets all zoning requirements, and is permitted use.

Thank you for your favorable consideration to this request.

OFFICE OF VILLAGE CLERK
VILLAGE OF MAPLEWOOD

JAMES M. HAFNER
Village Clerk
●
OFFICE
777-8131

1380 FROST AVENUE - MAPLEWOOD, MINNESOTA 55109

Mayor

LOUIS P. GILBERT

November 3, 1967

☆

Trustees

E. V. BERGSTROM

JOHN C. GREAVU

BYRON H. HOLM

MARTIN J. JOYCE

Joseph A. Korba
2659 Brookview Drive
Maplewood, Minnesota 55119

Dear Mr. Korba:

The Maplewood Village Council has approved the method of screening proposed in the enclosed letter, and has instructed that all owners of property abutting the subject property be given copies.

In granting this approval, it was the understanding of the Council that the neighbors had indicated their preference for a redwood fence of the type proposed, over a cyclone or chain-link type fence with shrubbery.

Very truly yours,

VILLAGE OF MAPLEWOOD

James M. Hafner
James M. Hafner
Village Clerk

JMH/jc

enc.

November 2, 1967

Village of Maplewood
State of Minnesota

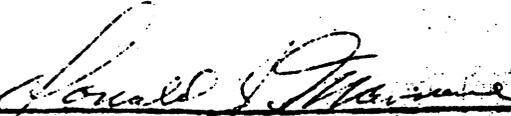
Gentlemen:

~~The following described property was re-zoned to BC, Business and Commercial use, by resolution of the council dated the 3rd day of August, 1967:~~

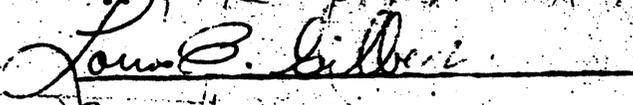
Lots 17 through 22, and Lot 25, all in Block 4, Brower Park.

As part of this resolution, it was provided that an agreement would be entered into between the property owner and the council regarding the screening of the property along the south and west boundaries of said property.

It is understood by the owner that this restriction will be satisfied and fulfilled by the erection of a six foot redwood fence of basketweave or similar design along the aforesaid boundaries.


Donald Marrone

~~Approved:~~


Mayor of Maplewood

We, the residents surrounding Merit Chev, object to the proposal attached; however, the proposal will be acceptable to us if:

Merit Chev builds a ten foot high wooden privacy fence at the edge of their parking lot (tarmac). See attached highlighted area on map where we request this fence.

Merit Chev installs the fence prior to beginning the proposed construction.

Reasons for our objection include at least the following:

Increased Noise

Increased Traffic

Increased Littering

Noise at late hours as they are open until 2AM weeknights.

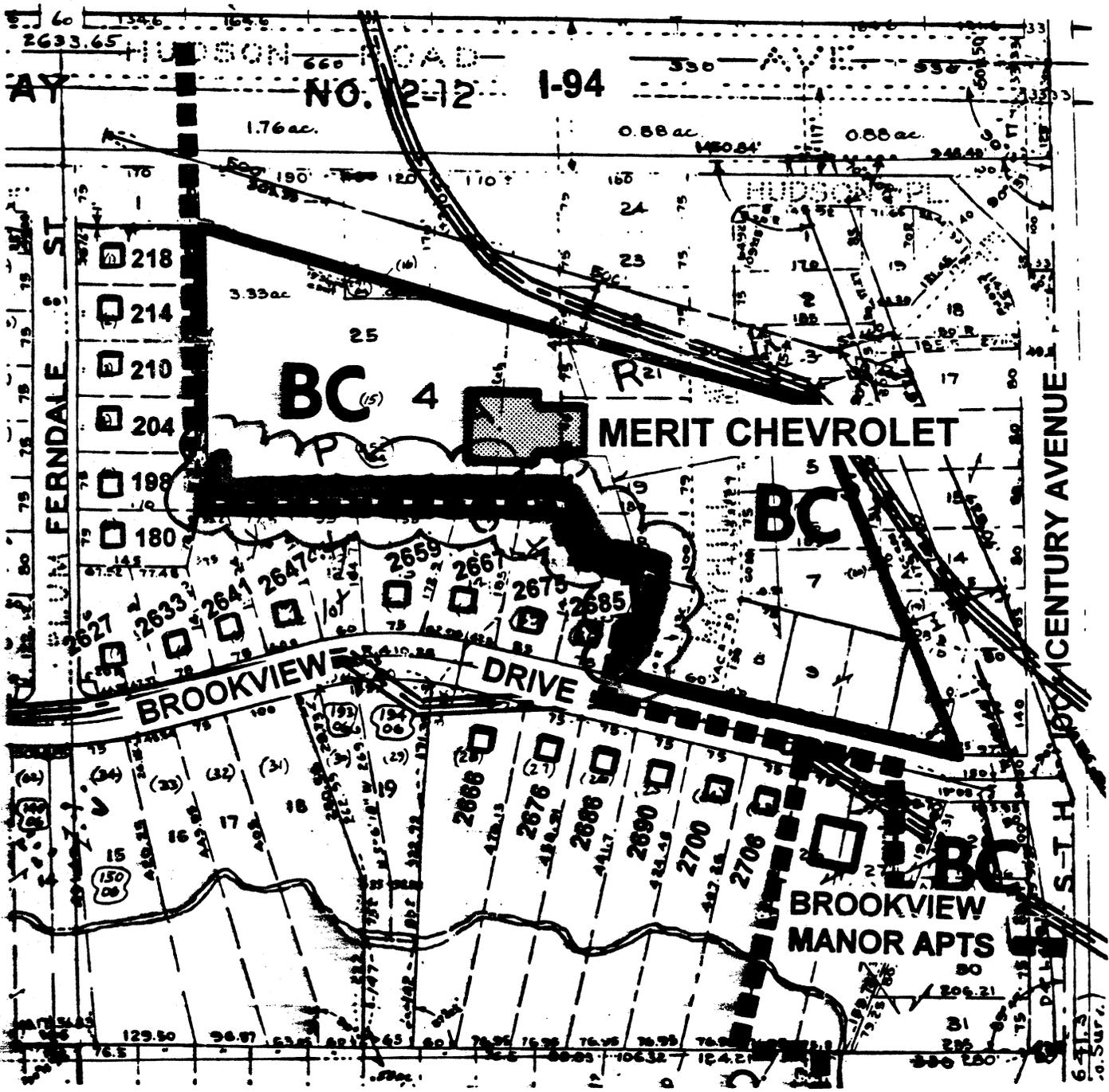
Paint and oil smells, air pollutants

The fence will protect our neighborhood against the negative side effects that a body shop/automotive maintenance/car dealership produces. We would like to have a clean and quiet area.

NAME	ADDRESS
<i>Je [unclear]</i>	2633 Brookview Dr
Cynthia Ann Pearson	180 Ferndale
Joyce Korba	2667 Brookview Dr
<i>[unclear]</i>	198 FERNDALE
Jim Groe	204 Ferndale
Lorena Matrejean	210 Ferndale
Michael H. Rowe	2620 Brookview Dr.
Willard L. Rowe	2620 Brookview Dr.
Timothy Pauluk	2636 Brookview Dr
Ruth Montburn	2630 Brookview Dr.
Nanna Plan	2641 Brookview Dr.
<i>[unclear]</i>	2641 Brookview Dr.
Marrin H. Plan	2641 Brookview Dr
Robert D. Lofgren	2646 Brookview Drive
Mike H. [unclear]	2656 Brookview Dr.

(OVER)

Joseph Korba 2659 Brookview Dr.
 Florence E. Korba 2659 Brookview Dr.
 Joyce & Ray J. Pharr 2684 Brookview Dr.
 John J. Miller 2666 Brookview Dr.
 Shirley Pickett 2676 Brookview Dr.
 William E. Pickett 2676 Brookview Dr.
 Tom Penning 2695 Brookview Dr.
 Mrs. Lucy Annen Clark 2685 Brookview Drive
 Eda J. 2706 Brookview Drive
 Linda Whittier 218 Ferndale Ave.
 Donald E. Jones 2627 Brookview Dr.
 Beverly E. Jones 2627 Brookview Dr.
 Carol Ann Miller 2650 BROOKVIEW DR



PROPERTY LINE / ZONING MAP



CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, the Rinkel Company applied for a conditional use permit to add onto an auto dealership building. The addition would be within 350 feet of a residential lot line.

WHEREAS, this permit applies to the property at 2695 Brookview Drive. The legal description is:

Lots 17-22 and 25, Block 4, Brower Park

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

1. On June 2, 1997, the planning commission recommended that the city council approve this permit.
2. On June 23, 1997, 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.
3. On July 14, 1997, the council again considered this request.

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.

10. There would not be a significant affect on the development of the parcel as zoned.

Approval is subject to the following conditions:

1. All construction shall follow the site plan (date-stamped July 8, 1997) as approved by the city. The director of community development may approve minor changes.
2. The proposed construction 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. The service garage shall not be open between the hours of 11 p.m. and 6 a.m. The applicant shall change their hours of operation to comply with this requirement within one month of this city council action.
5. The property owner or applicant shall install at least a six-foot-tall, 100 percent opaque decorative wood screening fence placed along the south and west parking lot edges of the site. The fence may be placed part way down the slope, but the fence height shall be measured from the parking lot grade. There is no need for the fence behind the storage building. The owner or contractor must install this fence within two months of this city council action.
6. There shall be no outside storage of refuse, equipment or vehicle parts of any kind unless in a screening enclosure. Plans for screening enclosures shall be submitted to staff for approval of placement and design. Any outside storage not in an enclosure shall have city council approval.
7. The owner or operator shall not allow anyone to work on vehicles outside the building, except interior work on motor homes. All employees shall do the vehicle repair and maintenance inside the building, except interior work on motor homes.

The Maplewood City Council adopted this resolution on July _____, 1997.

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JUNE 2, 1997**

B. Conditional Use Permit—Merit Chevrolet (165 Century Avenue)

Ken Roberts, associate planner, gave the staff report. Mr. Roberts answered questions from the commissioners. Roger Bortnem, general manager of Merit Chevrolet, said there are two separate parcels, so both 2695 Brookview Avenue and 165 Century Avenue are correct addresses. Mr. Bortnem related some history of the property.

According to Mr. Bortnem, a fence requirement was a condition of an effort by a previous potential owner of the site to get it zoned for an auto dealership. This purchase never materialized and several years later the land was purchased to become Merit Chevrolet. Originally this site was a rolling cornfield abutting residential lots. The land was leveled in 1971 to construct the dealership building. As a result of the grading, the south border then ended up to be approximately eight feet high. A six-foot screening fence was not constructed because it would have been two feet shorter than the grade. Mr. Bortnem said that in approximately 1976 a request was made to build a storage building at the rear of the property. At this time, the fence issue also arose. A vegetation screen was planted as a more attractive visual barrier.

Mr. Bortnem was agreeable to adding a fence as a condition of this conditional use permit, but he did have an issue with limiting the hours of operation until 11 p.m. He said this 12-hour per week cut in operation would possibly put 12 people out of work. Commissioner Thompson commented that he had walked the land and was not impressed with the trash enclosure. Mr. Bortnem confirmed this and said major repairs were needed to the enclosure.

Tracy Cunnien Hayek, 2685 Brookview, felt her house was most impacted by the proposed construction. She hoped this project would not be allowed but thought adding a ten-foot-high fence would be best if the city approves the project. She was concerned about the hours of operation and encouraged that a sensing device be required for allowing cars to enter the bays instead of using horns. Joe Korba, 2659 Brookview Drive, spoke about the need for a barrier to help stop the noise and vandalism. He also mentioned the odors that come from a chemical poured in carburetors.

Bruce Maples, an employee of Merit Chevrolet, pointed out the benefit to customers of having their vehicles repaired in the evenings. He also mentioned the minimal customer traffic and deterrent to vandalism by having the shop open. Darwin Lindahl, the architect for the project, addressed the issue of honking horns. He said the proposed addition will be equipped with loop detectors to automatically open and close the bay doors. Roger Bortnem assured Mr. Korba that there would no longer be chemicals, which create odors and fumes, poured in cars outside the building.

Commissioner Rossbach felt the major issue was the hours of operation. He thought Merit Chevrolet should not be allowed to operate until 2 a.m. He also recommended no outside storage and that no work be allowed to take place outside with the possible exception of large motorhomes. Commissioner Kittridge questioned how this proposal could be considered before Merit Chevrolet complied with the fence requirement and the hours of operation that are required by code. Commissioner Ericson agreed with Mr. Kittridge and was in favor of requiring a ten-foot-high fence, no outdoor storage, no outdoor work, and trash removal before this was reviewed. Melinda Coleman, director of community development, felt the most amicable way to solve this problem would be to make a recommendation on the conditional use permit and tie it to the occupancy.

Commissioner Rossbach moved the Planning Commission recommend:

- A. Adoption of the resolution which approves a conditional use permit to expand the auto dealership service garage at 2695 Brookview Drive. This permit is based on the standards required by the ordinance and 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 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. The service garage shall not be open between the hours of 11 p.m. and 6 a.m. The applicant shall change their hours of operation to meet this requirement within one month of this city council action.
 5. The property owner or applicant shall install at least a six-foot-tall, 100 percent opaque decorative wood screening fence along the south and west parking lot edges of the site. The parking lot for maximum screening. There is no need for the fence behind the storage building. The owner or contractor must install this fence within two months of this city council action.
 6. There should be no outside storage of new or used parts, tires or equipment.
 7. There shall be no outside work done on vehicles, with the exception of interior work to motorhomes.
- B. In the event the applicant does not proceed with the proposed expansion plans, they shall still do the following:
1. Change the service garage hours to comply with the code within one month of this city council action. The service garage shall not be open between the hours of 11 p.m. and 6 a.m.
 2. Install a six-foot-tall, 80 percent opaque decorative wood screening fence along the south and west parking lot edges. The screening fence should be placed on top of the slope at the same grade elevation as the parking lot for maximum screening. There is no need for the fence behind the storage building. The owner or contractor must install this fence within two months of this city council action.

Commissioner Pearson seconded.

Ayes—Brueggeman, Ericson, Fischer,
Pearson, Rossbach, Thompson

Nays—Mr. Kittridge

The motion passed.

Commissioner Kittridge voted against the motion because of the previous testimony and his feeling that this should not have been considered without compliance with the fence and hours of operation.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
JUNE 10, 1997**

B. Merit Chevrolet Building Addition—2695 Brookview Drive

Darwin Lindahl was present representing Merit Chevrolet. Mr. Lindahl gave a presentation to the board describing their proposed expansion plans. The board asked several questions about the building design and the fence that staff was recommending Merit install. Roger Bortnem of Merit Chevrolet addressed the board and discussed the history of the Merit Chevrolet property development and the fence issue. He also stated that he is in favor of installing such a fence. He suggested a good alternative would be to place the fence part way down their slope towards the abutting residential land to save some mature trees that are up the slope next to the parking lot. The board discussed fence options and fence placement with the applicant and staff.

The chairman asked if there was anybody in the audience that would like to speak on this matter. Thomas Brudvig, the attorney for Mr. and Mrs. Hayak of 2685 Brookview Drive, addressed the board. He requested that the city deny this request. He said that there is already excessive encroachment toward the residential properties with the present building. Code requires automotive repair businesses now to be 350 feet from residential properties. The existing building is 55 feet away. The Hayaks also feel that Merit has not explored other optional locations for this addition.

In addition, Mr. Brudvig discussed the problem with Merit being open until 2 a.m. for automotive repair. Chairman Erickson informed Mr. Brudvig that the CDRB cannot deal with land use matters and that Mr. Brudvig should take this up with the city council at the public hearing.

Board member Ledvina moved the Community Design Review Board recommend:

C. Approval of the site plan date-stamped April 25, 1997, and the revised building elevations submitted to the community design review board on June 10, 1997, for the Merit Chevrolet service garage addition at 2695 Brookview Drive. Approval is subject to the property owner doing the following:

1. Repeat this review in two years if the city has not issued a building permit for this project.
2. Do the following before getting a building permit:
 - a. Submit the fence design plan to staff for approval. The fence shall be a decorative fence made of wood. It shall be at least six feet tall above the grade of the parking lot and 100 percent opaque. The owner or contractor shall install this fence on the top of the slope at the same grade as the parking lot. The fence shall be placed to buffer the adjacent residential lots to the south and west, except that portion behind Merit's storage building. If the fence is taller than six feet, it shall be designed by a professional engineer.
 - b. Submit a parking lot paving and striping plan for staff approval showing:
 - (1) Paving and striping in the unpaved area at the corner of Brookview Drive and Century Avenue.
 - (2) Two handicap-accessible parking spaces that would meet ADA (Americans with Disabilities Act) requirements.

3. Complete the following before occupying the building:
 - a. Paint all proposed roof-mounted equipment visible from streets or adjacent property. The color must match the building color. (code requirement)
 - b. Aim or shield all exterior site lights on the proposed addition as required by code so they are not a nuisance to neighbors. (code requirement)
 - c. Pave and stripe the truck-parking area at the corner of Brookview Drive and Century Avenue.
 - d. Install the screening fence along the south and west sides of the parking lot that abut the residential properties
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 150% of the cost of the unfinished work.
5. This approval does not include the signs. City staff will review signage through the sign permit process.
6. All work shall follow the approved plans. The director of community development may approve minor changes.
7. Present a sample of the proposed fence and a cross section drawing to the city council at the public hearing showing the proposed fence design and profile on the slope next to the parking lot.

Boardmember Shankar seconded.

Ayes— all

The motion passed.

THOMAS M. BRUDVIG

- Attorney at Law -

220 ROSEDALE TOWERS • 1700 HIGHWAY 36 WEST • ROSEVILLE, MINNESOTA 55113-4015
612/633-9367

FAX TRANSMITTAL SHEET

Date: 7-9-97

Time: 2:30 pm

To: Name: pal

Firm: maplewood city clerk

City: _____

Fax No. 770 - 4506

From: tom brudvig

Thomas M. Brudvig, Fax: 633-4210
Attorney at Law
220 Rosedale Towers
Roseville, MN 55113

TOTAL NUMBER OF PAGES: 3
(including this cover page)

Original to follow by mail
 Original NOT to follow by mail

If you do not receive all pages indicated or if it is illegible,
please contact sender at (612) 633-9367.

Instructions or message: _____

pal - please copy this letter directed to
patrick Kelly and place in the packets for
the mayor and city council relative to
the meeting of 7-14-97.

NOTICE

The information contained in this facsimile message is privileged and confidential and is intended only for the use of the individual or entity named above. If you are not the intended recipient or the employee or agent responsible for delivering it to the intended recipient, you are hereby notified that you are strictly prohibited from disseminating, distributing or copying the information contained in this facsimile message. If you have received this message in error, please notify us immediately by telephone and return the original message to us at the above address via the U.S. Postal Service.

I-3

THOMAS M. BRUDVIG

- Attorney at Law -

220 ROSEDALE TOWERS • 1700 HIGHWAY 36 WEST • ROSEVILLE, MINNESOTA 55113-4015

612/633-9367

July 9, 1997

Mr. Patrick Kelly
Attorney at law
1750 North Central Life Tower
445 Minnesota Street
St. Paul, MN 55101

Re: Proposed Merit Chevrolet Expansion
My Clients: Tracy and Mike Hayek
Property Address: 2685 Brookview Drive

Dear Mr. Kelly:

As you are probably aware, the above proposal was tabled by the Maplewood City Council at its last meeting to allow for possible suggestions and/or alterations regarding the proposed expansion plans for Merit Chevrolet. The City has now apparently received a modified site plan relative to this expansion. Unfortunately, the only thing accomplished by the modification by Merit Chevrolet was an increase of fifteen (15) feet (65'-80') from the Hayek's property line (still in violation of the city ordinance) and the addition of a large garage door facing their property. None of the concerns expressed by the Hayeks relative to noise, fumes, traffic pattern, or long term detrimental impact on their property have been alleviated by this proposed modification.

As previously discussed at the council meeting and in a letter to your office, Merit Chevrolet's expansion plans are still based on economic considerations alone and they have not come forward with any rationale or explanation as to "undue hardship" being imposed on them if their expansion request was not granted. Merit Chevrolet by their present request would still require a variance from the setback ordinances of 350 feet from residential lot lines as well as the 100 foot setback from large commercial exterior walls.

I have also reviewed with my client the analysis of the proposed expansion by Merit Chevrolet under the conditional use permit theory. Examination of that analysis indicates that the first four criteria would not be met under either of Merit's proposed expansion plans. Significantly, those first four criteria are the most crucial factors as they impact the public health, safety, general welfare and compatibility with the area. Specifically, the proposed expansion would not conform to the City's ordinances, would change the existing character of the surrounding area, would

Mr. Patrick Kelly
July 9, 1997
Page Two

depreciate property values and would promote the creation of additional and excessive noise, odor, fumes and other nuisances.

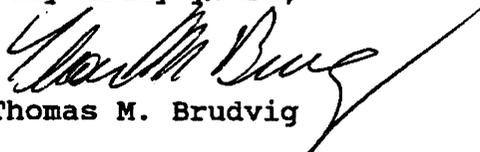
The City of Maplewood's approval of this project, either under a variance theory or conditional use permit request, would certainly not be supported on any rational basis and would be completely contrary to the Maplewood City Ordinances and state law requirements.

Lastly, my clients and the other citizens around the neighborhood near Merit Chevrolet have been informed that the City of Maplewood has no leverage with regard to requiring Merit Chevrolet's compliance with a "fence" requirement, absent a tie in to the proposed expansion. It is my understanding that the latest formal request for a fence occurred in November of 1976 which request was obviously not honored by Merit Chevrolet. Subsequent to that event there apparently have been several attempts on an informal basis to have a fence constructed, all to no avail. Please let me know what specific ordinance or statutory provision might prevent the City of Maplewood from attempting to protect and promote the general public welfare and safety pursuant to this fence requirement. I am sure Merit Chevrolet would be hard pressed to make any legitimate argument that undue delay or lack of enforcement on the part of the City relative to the fence is now somehow prejudicing them relative to their present operations. Hopefully, the public welfare and general public policy would prevail in the event of an ongoing dispute over this issue.

It is quite clear that a variance or conditional use permit for the original site plan and modified site plan would violate the law, but I am less certain that enforcement of the "fence" requirement would prejudice or violate Merit's interests.

If you would like to discuss any of the above issues prior to the meeting of July 14th, please do not hesitate to call.

Very truly yours,



Thomas M. Brudvig

TMB:msp

cc: Tracy Hayek
Mike McGuire, City Manager
Mayor and Maplewood City Council

Action by Council:

MEMORANDUM

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager
FROM: Thomas Ekstrand-Associate Planner
SUBJECT: **Code Change – Hours of Operation for Maintenance Garages**
DATE: July 2, 1997

INTRODUCTION

Request

Bruce Rinkel and Roger Bortnem, of Merit Chevrolet, 2695 Century Avenue, are requesting that the city council amend the ordinance to extend the closing time of their service garage to 2 a.m.

Reason for the Request

Merit Chevrolet's service garage is currently open until 2 a.m. on Mondays through Thursdays. The city learned of this during our review of their recent proposal to add onto their facility and enlarge the service garage. Refer to the site plan on page 3 and the applicant's letter on pages 4-7.

BACKGROUND

On June 23, 1997, the city council tabled their review of a conditional use permit (CUP) for a building expansion request by Merit Chevrolet. The council directed the applicant to revise their plans to reduce the size of their proposed addition. The council also directed staff to prepare a code amendment allowing Merit Chevrolet to keep the service garage open until 2 a.m. by CUP.

CODE REQUIREMENT

Section 36-151(b)(9)(j) requires that no maintenance garage within 350 feet of a residential lot line shall be operated between 11 p.m. and 6 a.m.

DISCUSSION

Staff understood that city council wanted to consider a code change which would allow different hours of operation for maintenance garages. The city council indicated that they would consider such request as part of an approved CUP. With a CUP, council could allow extended hours if the applicant could ensure that the extended hours would not be a detriment to the neighborhood. The city council could also rescind a CUP or restrict the hours of operation should problems develop.

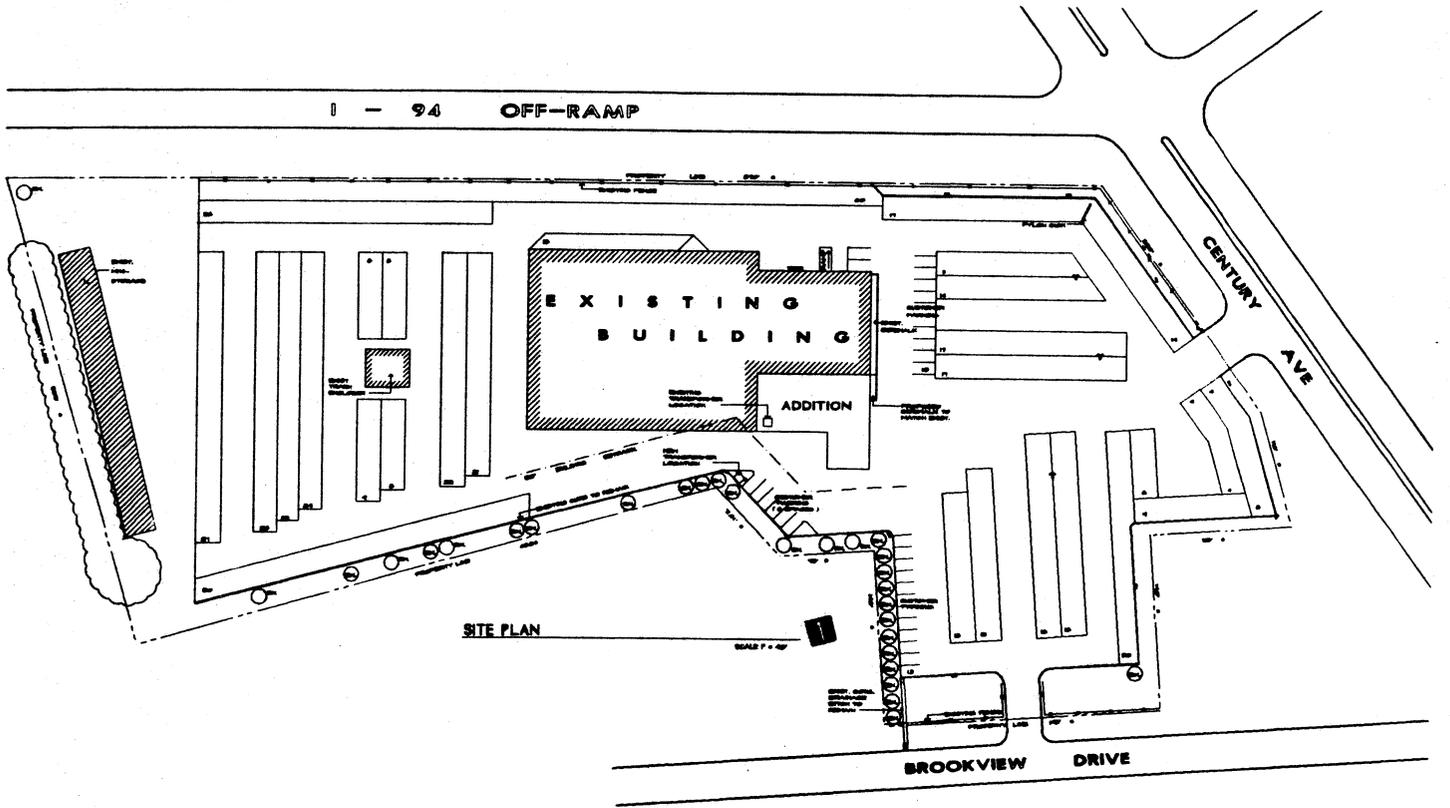
RECOMMENDATION

Adopt the ordinance on page 8. This ordinance adds language to Section 36-151 allowing city council to approve different hours of operation for maintenance garages as part of the conditional use permit process.

p:ord\garhours.ord

Attachments:

1. Site Plan
2. Letter from Bruce Rinkel and Roger Bortnem dated June 13, 1997
3. Ordinance Amendment

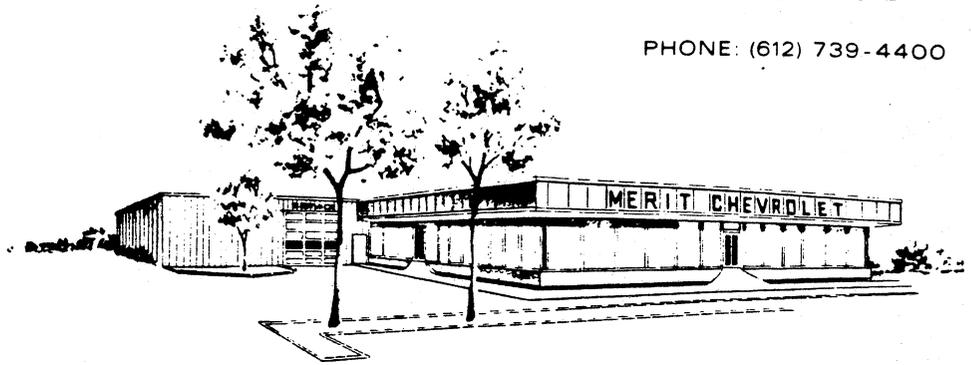


SITE PLAN





1-94 & CENTURY AVE.
ST. PAUL, MINNESOTA
55119



June 13, 1997

City of Maplewood
C/O Tom Ekstrand

Dear Honorable Mayor and Council People:

Merit Chevrolet has submitted a request for a conditional use permit approval for an addition to its building, which has now been reviewed by the Maplewood Planning Commission and Community Design Review Board and is scheduled to be heard by the City Council at the June 24th, meeting. According to the Memorandum to the City Manager from Tom Ekstrand dated May 28th, there are a number of issues of nonconforming use, most of which we were unaware prior to beginning this approval process. We are confident that most of these issues can be resolved quite painlessly except for one, which is that part of the City Code which regulates the hours of operation of our Service Department. We were both surprised and dismayed to learn that our extended service hours that we have offered our customers for the last several years, in part, violate City Code.

Each year we apply for a renewal of our business license and the application asks for hours of operation. Each year we have listed 7Am to 2AM, as the hours of operation Monday - Thursday with earlier closings on Friday and Saturday and the licenses have been issued without comment. Imagine our shock to learn we may have to eliminate our entire night shift to comply with an ordinance that we didn't know existed and which doesn't exist in any of the many surrounding communities we have surveyed and which puts us at a competitive disadvantage in an important area of customer service. Before going farther in this attempt to gain a sympathetic ear for this serious situation we find ourselves in, please let us respond to the other issues of non-conformation which are much more straightforward and easy to solve.

Late last year we demolished a building at 165 Century Ave. which is property contiguous to, and used by Merit Chevrolet. The building, which was originally a service station, had been vacant for several years and had become a risk in terms of its potential as an attractive nuisance for vandals. Weather conditions did not permit paving the former building footprint at the time (it was January, I believe) and we intended to do the necessary paving along with the remodeling that is the subject of our current application. In the interim we have taken steps to make sure vehicles parked in that area are restricted to the existing paved surface.

(2.)

The neighborhood survey which was conducted by the City Staff as part of the permit review process produced some positive comments although many more were negative from the surrounding neighbors. The dissenters, however, all agreed that whatever the cause of their misgivings the universal solution would be the construction of a privacy fence on that part of our perimeter that abuts the residences. The historical records relating to this property contain several references to a requirement for just such a fence, dating back as far as 1967. Judging from the comments made by some of the members of the Planning Commission at their recent meeting there was a general inference that Merit had by some negligence avoided a clear cut responsibility to have built a fence long ago. It's important to us to tell, as Paul Harvey would say, "the rest of the story".

1967 was the year that the present site of Merit Chevrolet was zoned Business Commercial. As part of that action, the petitioner, a Mr. Marrone, agreed to build a fence on the south and west boundaries of the property before developing it. Mr. Marrone has never been connected to Merit Chevrolet in any capacity and according to the record never had more than an option to purchase the property and ultimately did not complete the purchase. Merit Chevrolet, meanwhile was operating its business in St. Paul on E. 7th St. and three years later purchased the property. The owners of Merit complied with every requirement that was part of the conditions of the building permit for the existing main building which was built in 1971. According to the memories of the persons most involved in that construction, the fence issue was dropped because the preliminary grading of the site produced an 8 to 9 foot bank along the south and most of the west boundary. This elevation change made a 6' fence on the lot line redundant and useless.

In the years 1975 and 1976 plans were considered to build a storage building along the western boundary of the site. One of the conditions of that permit was to construct a screen along the south boundary. During subsequent dialog during the permit process it was determined again that a fence on the lot line accomplishes nothing from a visual standpoint because of the great change in grade at that point. The agreed upon plan was to use trees as the screen which was promptly done. Many of these trees remain but many others have died over the 23 years since that time. We have met both the spirit and the letter of each condition required of us over the years and any insinuation to the contrary is unfairly misleading. Whatever the history, as part of the overall expansion plan, we fully support the construction of a privacy fence along the boundary we share with our residential neighbors and we volunteered to the Design review board, at their meeting, a fence design that substantially exceeds the specifications recommended by the planning commission.

The proposed addition itself has great potential to further mitigate the effects of operating a business in close proximity to a residential neighborhood. Currently our incoming service customers stack up outside our building waiting their turn to enter. The space inside the building accommodates only two vehicles for the write up process which may take ten or fifteen minutes.

(3.)

Meanwhile, newly arriving customers signal their presence with a tap on their horn. The primary purpose of the proposed addition is to enclose those cars which are waiting for repair orders to be written. The new addition door design includes sensors to automatically open the door without the need for honking. The "quick lube" portion of the addition will also contribute to noise reduction in a round about way. Currently we do that work on a conventional drive-on hoist that is accessed by a door on the south wall of our building (the closest one to our neighbors). Each time a vehicle goes on or off that drive-on rack there is a noticeable metallic double clank - maybe 60 times a day. The proposal moves the entrances of the quick lube bays to the east side of the building (away from the neighbors) with automatic doors and smooth floors with pits rather than hoists. The advantages are much increased capacity, quicker service, and no noise.

Speaking of noise (which is the heading of the section of the City Staff notes regarding our hours of operation) it is this issue (our permitted hours of operation, not our noise) that we feel the most urgent need for your favorable intervention on our behalf. It is noteworthy that noise was chosen for the subject title for this issue because complaints of noise has not been a reoccurring theme in the feedback we have received from our neighbors. Rather, it has been the visual reminder that their property abuts a commercial area. We have had some comments about noise but they have been complaints that can be traced to isolated incidents of thoughtless behavior such as starting a vehicle outside which is lacking a proper muffler - incidents that are easily avoidable and which are already prohibited under the City's very comprehensive noise ordinance. The way we see it, if we build a fence (so we can't be seen) and we strictly conform to the existing noise ordinance (so we can't be heard), what further public good is served by a law that requires us to stop work inside our building at a certain hour?

Our willingness to build a fence that is denser and heavier than that recommended by the Planning Commission is driven by a sincere desire to be a good neighbor and because the message we have received from the neighborhood is that they really want one. We also realize that it will probably have to be fifteen feet inside our lot line in order to be at a height that provides any practical benefit. The effect of this is a virtual transfer of land (at least visually) to the neighbors which, in the aggregate, amounts to about the size of one city residential lot - while we still retain title and the responsibility of maintenance and real estate tax. We're not complaining, but it's significant enough to deserve a mention. Our willingness to invest in an enclosed staging and write-up area for our service department is also driven by the realization that what is good for our customers and our neighbors is ultimately good for us also.

None of these plans, however, as desirable as they may be, contributes anything directly to our revenue unlike, for example, investments in additional stalls or technicians to work in them, whose efforts are one of the products we sell. In fact, at the very time we need to dig deep in our pockets for improved service we are facing the irony of a law that requires us to scale back from the level of service we are currently providing.

(4.)

Not all automotive dealers are willing to spend the necessary resources to offer extended hours to the public. It requires much in the way of duplicate support staff and premium technician compensation for night hours, but for many customers it's an important feature of who they choose to do business with. The small business person who needs his or her vehicle during the day to make a living, finds that being able to drop the vehicle off after the work day and pick it up repaired the next morning to be indispensable. Many personal vehicles are also dropped off after the supper hour because their owners find that to be much more convenient than on the way to work in the morning.

Thirty three of the auto dealers in this highly competitive market offer extended service hours that would violate city code if they were in Maplewood. Their communities, however, have no law such as ours. We are asking you to let us compete fairly in this highly competitive quest for superior customer service by amending, or repealing, or granting us a variance from this unusual and unnecessarily restrictive ordinance. You might wonder why cutting 12 hours out of a whole week is such a big deal to us (the hours from 11PM - 2AM Monday - Thursday). The problem is that we can't start the night shift earlier than it currently begins because they have no place to work until the day shift leaves and according to our union contract we can't start a day shift employee before 7AM. Cutting the twelve hours then is tantamount to cutting twelve loyal employees from our staff, shutting down the night shift completely, and risking the loss of our customers to our competitors who are not facing the restrictions we have in Maplewood.

Please give our request your most sympathetic consideration.

Yours Truly -



Bruce Rinkel
Owner



Roger Bortnem
General Manager

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 36-151 PERTAINING TO HOURS OF OPERATION OF MAINTENANCE GARAGES

The Maplewood City Council hereby ordains as follows:

Section 1. Sec.3 6-151(b)(9)(j). Hours of operation is amended as follows (The additions have been underlined and deletions crossed out.)

9. No motor fuel station or maintenance garage within three hundred fifty (350) feet of a residential lot line shall be operated between the hours of 11:00 p.m. and 6 a.m. The city council may allow or require different hours of operation as part of the approval process of a conditional use permit for maintenance garages.

Section 2. This ordinance shall take effect upon its passage and publication.

Approved by the Maplewood City Council on _____, 1997.

Mayor

Attest:

City Clerk

Ayes
Nays

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Chad Bergo, Community Development Intern
SUBJECT: **Conditional Use Permit Review**
PROJECT: **Hill-Murray School Athletic Fields Expansion**
LOCATION: 2625 Larpenteur Avenue East
DATE: June 23, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

The conditional use permit (CUP) at Hill-Murray School, 2625 Larpenteur Avenue East, is due for review. This CUP allowed Hill-Murray School to expand their athletic fields and construct several new amenities for the fields. Refer to the maps on pages 2-4.

BACKGROUND

March 25, 1996: The city council approved this CUP, subject to ten conditions. (see the council minutes on pages 8-10)

DISCUSSION

The applicant is working to meet all of the conditions of approval except Condition 8. On June 10, 1997, Associate Planner Ken Roberts received a letter from Joe Peschges describing the desired changes to Condition 8. Refer to the letter on pages 5 and 6. Mr. Peschges wants to use 1 inch diameter tree stock instead of the usual 2½ inch diameter trees. This would be for maintenance and installation purposes. (For landscape plan refer to attachment 5.) Section 36-27(c) of the city code requires planting screens to be evergreen plantings at least six feet in height. The council should require such plantings for this screening.

RECOMMENDATIONS

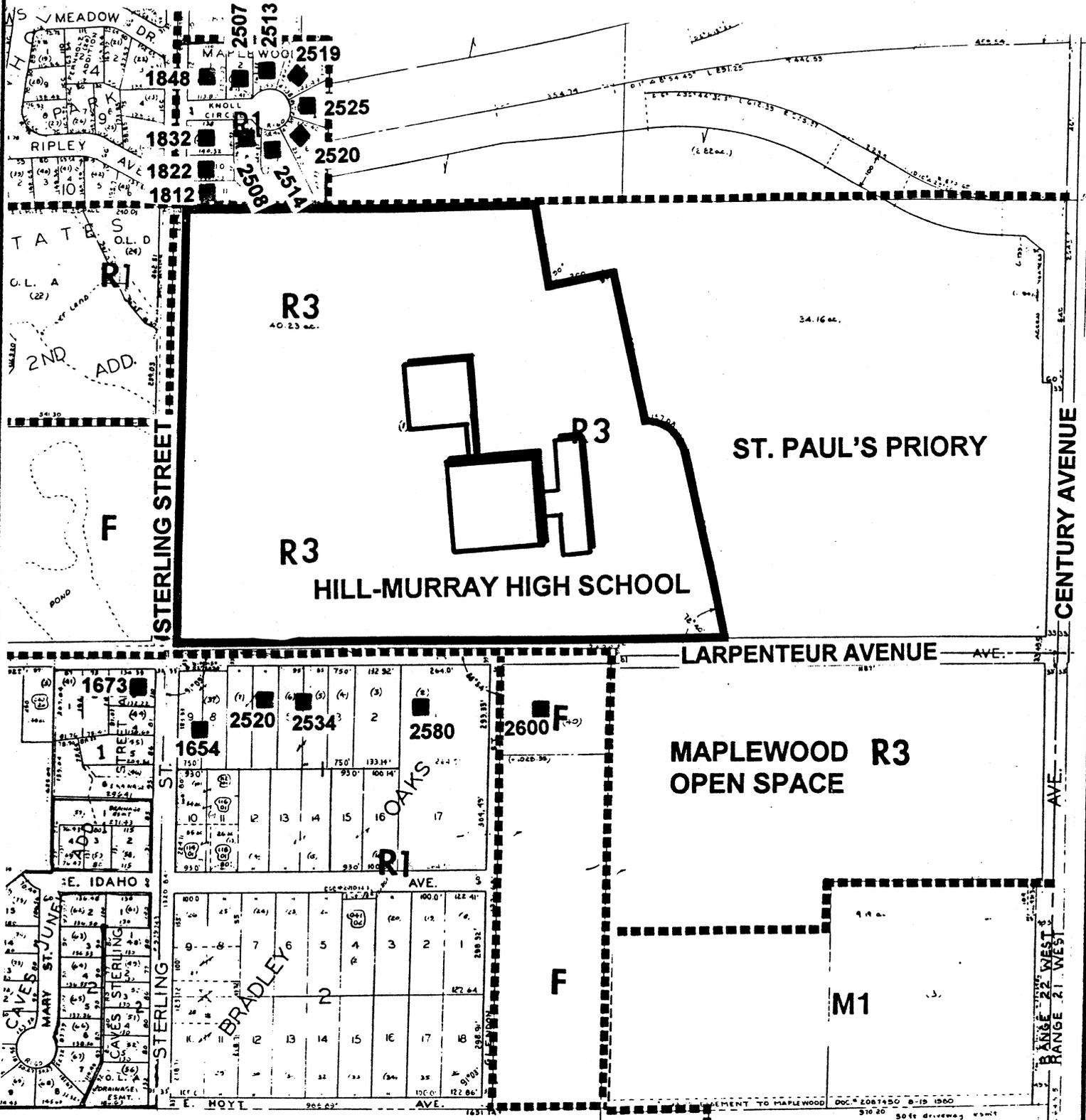
The council should review the conditional use permit for Hill-Murray School in one year. This permit shall be subject to the following conditions:

1. Conditions 1-7, 9, 10 (unchanged) as adopted by the city on 4-8-96.
2. Condition 8, revised to read as follows: Plant 30 native evergreens at least six feet in height, for screening between the playing fields and the homes on Knoll Circle.

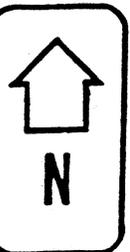
p:sec13-29\HillM.cup

Attachments:

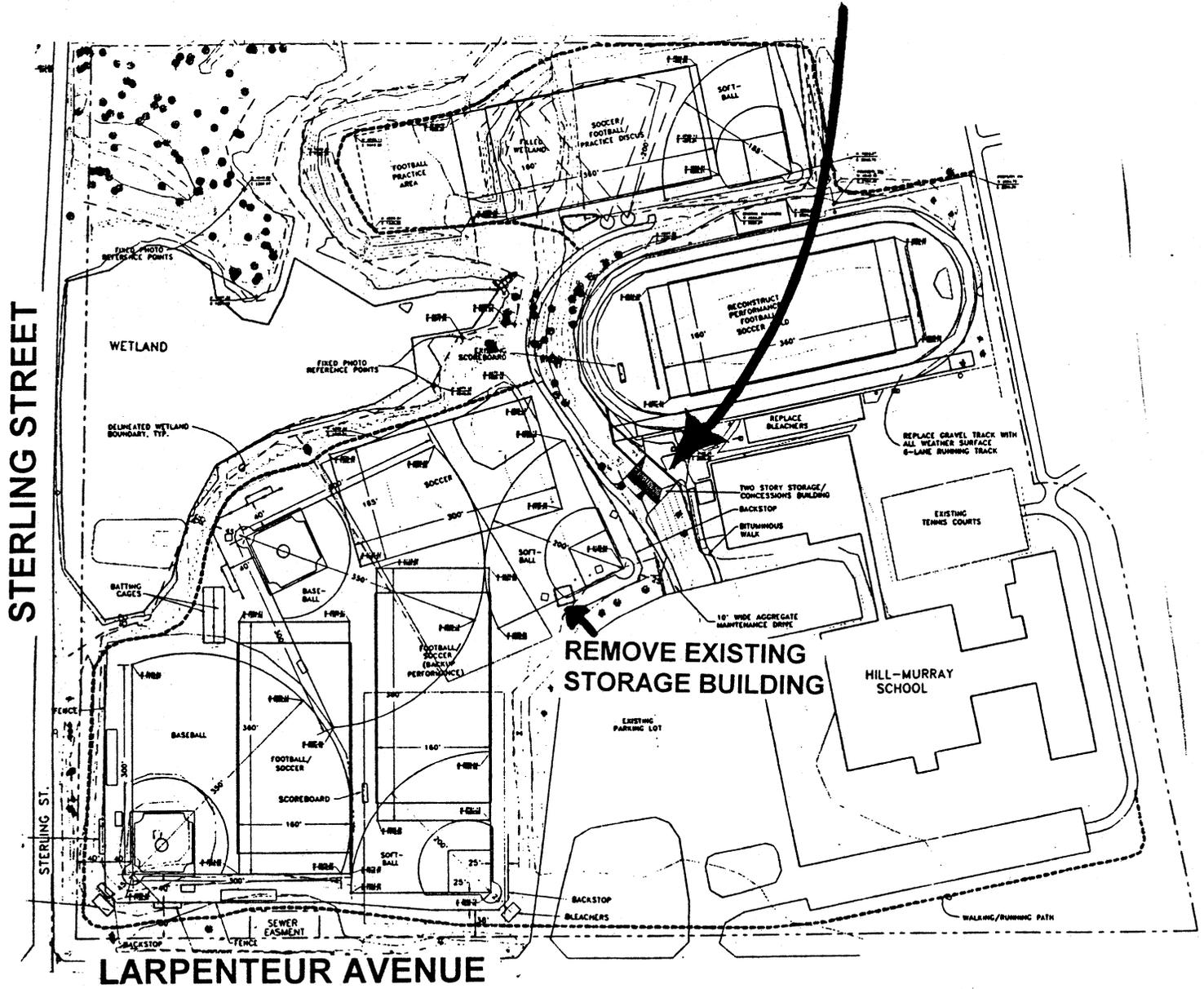
1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Letter dated 6-10-97 from Joe Peschges
5. 5-27-97 Planting plan
6. 4-8-96 Council Minutes



PROPERTY LINE / ZONING MAP



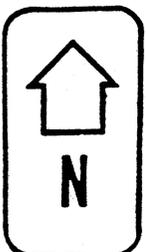
**FUTURE TWO-STORY
STORAGE/CONCESSIONS
BUILDING**



**REMOVE EXISTING
STORAGE BUILDING**

**PROPOSED HILL-MURRAY
ATHLETIC FIELD CHANGES**

SITE PLAN





HILL-MURRAY

A CATHOLIC MIDDLE AND HIGH SCHOOL

June 10, 1997

Mr. Ken Roberts
Associate Planner
City of Maplewood
1830 E. County Road B
Maplewood, Minnesota 55109

Re: City of Maplewood Conditional Use Permit
for Hill Murray School

Dear Mr. Roberts:

This is in response to your call of early May to Joe Morrisette of the Hill Murray Father's Club. At that time you discussed my letter of April 30th in which we outlined our schedule for responding to the conditions of the City of Maplewood Conditional Use Permit for Hill Murray School. You expressed concern for the size of trees we propose to use in responding to your Condition No. 8 which requires that 30 trees be planted to screen homes along Knoll Circle.

We have enclosed a partial site plan showing our plan for tree planting on the Hill Murray property. The planting location is at the edge of the delineated wetland, 60 feet off the edge of the football practice area and at the base of a 20 foot slope. This location has been chosen for several reasons. (1) It effectively blocks views from Knoll Circle by filling in a naturally occurring opening in the poplar trees and oak trees growing in the delineated wetland area. (2) It places the trees far enough off the practice football field and the adjacent slope such that they pose no threat to the safety of student athletes during the normal course of a football practice. (3) It places the trees in a very moist and rich soil which will aid in their rapid growth and maturity and utilizes tree species compatible with these growing conditions.

We propose using 1 inch diameter tree stock and object to the 2-1/2 inch diameter tree requirement for several reasons. First of all, placement of trees in this area using power equipment would cause excessive disturbance and damage to the wetland, football field and to the slope adjacent the football field. Given the fact that only manual hand carts and manual labor are permissible for placing and planting the trees, the weight of the trees to be planted is of consideration. 2-1/2 inch diameter trees weighing more than 300 pounds (balled and burlaped)

would be unmanageable given the slope and rough terrain we need to traverse to place the trees at this site.

Secondly, the cost of 2-1/2 inch diameter trees is prohibitive to a private school with limited funding sources. The cost differential between 1 inch diameter trees and 2-1/2 inch diameter trees is significant. For 30 trees, the price differential between the size that we are proposing and the 2-1/2 inch diameter trees is nearly \$4,500. When our representatives stood before the City Council in May of 1996 and agreed to comply with all conditions of the permit, a cash outlay of roughly \$100 per tree or \$3,000 was envisioned. If we had known that the cost of complying with this single condition was going to be in excess of \$7,500 we would have objected at that time.

Thirdly, our landscape architect advises us that the tree species which we are proposing are those which naturally occur in this setting thereby blending more naturally with the surrounding landscape than would the conifers you are advocating. Furthermore, they advise us that the difference in tree size is a factor only during the first few years of growth. Due to the greater transplant stress typically exhibited by larger transplanted trees, the smaller plant stock should quickly catch up with the larger stock and within a few years there should be little or no perceptible difference in size between the two.

In conclusion, we see no benefit from the planting of larger trees in this area. If our suggested planting plan with 1 inch caliper trees is not acceptable to the City staff, we request an appeal to the City Council to have this condition of the conditional use permit further reviewed by that body.

Sincerely,



Joe Peschges
President

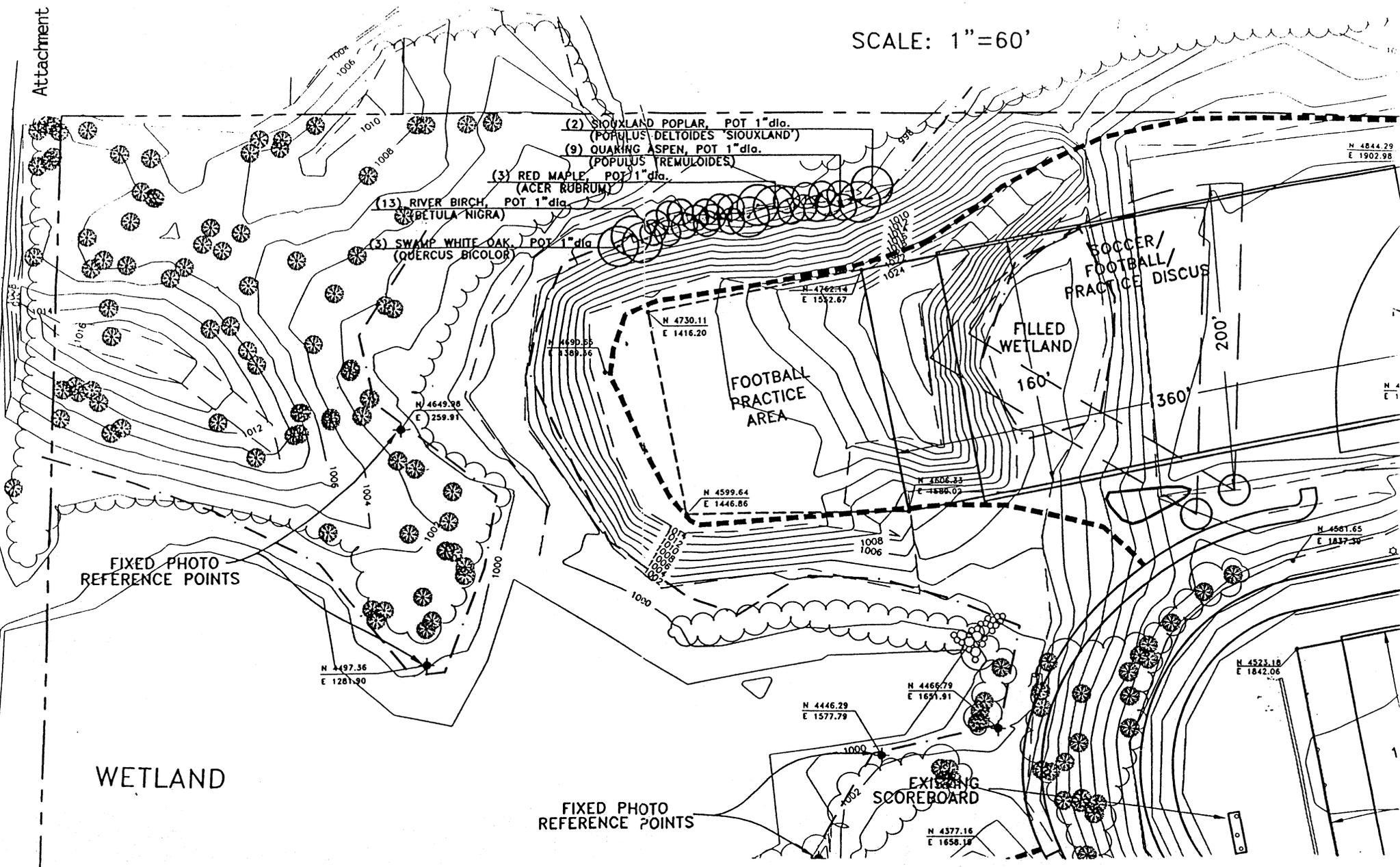
cc: Joe Morrisette, Hill Murray Father's Club

PLANTING PLAN

5/27/97

SCALE: 1"=60'

Attachment 5



G. PUBLIC HEARINGS:

1. 7:00 P.M. (7:08 P.M.) Hill-Murray High School Conditional Use Permit

- a. Mayor Bastian convened the meeting for a public hearing regarding a request for approval of several changes and expansions to the athletic fields at Hill-Murray High School.
- b. Manager McGuire presented the staff report.
- c. Director of Community Development Coleman presented the specifics of the report.
- d. Mayor Bastian referred Council to the Planning Commission minutes of March 4, 1996 contained in the staff report.
- e. City Attorney Kelly explained the procedure for public hearings.
- f. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Richard Gray, TKDA, architect for the proposed project
Larry Morgan, 2434 Nemitz, representing Hill-Murray
Kevin Berglund, 1929 Kingston

- g. Mayor Bastian closed the public hearing.
- h. Mayor Bastian introduced the following Resolution and moved its adoption:

96 - 04 - 47

CONDITIONAL USE PERMIT - HILL-MURRAY

WHEREAS, Hill-Murray High School requested a Conditional Use Permit for a school and related athletic fields.

WHEREAS, this permit applies to 2625 Larpenteur Avenue East. The legal description is:

Part of the S 1/2 of the SE 1/4 of S 13, T 29N, R22W, Ramsey
County, MN

4-8-96

WHEREAS, the history of this Conditional Use Permit is as follows:

1. On March 4, 1996, the Planning Commission recommended that the City Council approve this permit.
2. The City Council held a public hearing on March 25, 1996. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council approve the above-described Conditional Use Permit, because:

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.
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 date-stamped February 1, 1996. The Director of Community Development may approve minor changes.
2. The City Council shall review this permit in one year to monitor the traffic and parking situations related to the use of the athletic fields. The City Council may require additional parking and/or traffic control or parking limitations at some time in the future.
3. Any new lights shall be installed to meet the City Code. This requires that they be screened or aimed so they do not cause any light glare problems on streets or residential properties.
4. Dedicate and record a 50-foot-wide wetland-protection buffer easement. This easement shall describe the boundary of the buffer and prohibit any building, mowing, cutting, filling or dumping within the buffer. The property owner shall submit a revised site plan for staff approval if wetland-buffer compliance results in any site plan changes. The part of this wetland buffer area that is already mowed lawn may remain as such.
5. Post signs on the edge of the wetland-protection buffer prohibiting any building, mowing, cutting, filling or dumping within the buffer. Wetland buffer signs in the mowed area shall be placed at the edge of the lawn.
6. That portion of the proposed walking/running path within the wetland buffer shall be build with a pervious material or the path shall be kept outside the wetland buffer.
7. Revise the site plan for staff approval providing a 30-foot setback for the proposed bleachers from Sterling Street and Larpenteur Avenue.
8. Plant 30 native species trees for screening between the playing fields and the homes on Knoll Circle.
9. The school shall prepare for City approval a turf installation and maintenance management plan for the athletic fields.
10. Revise the grading and drainage plan for City approval to provide sedimentation control at the stormwater discharge point before it dumps into the south wetland area.

Seconded by Councilmember Carlson

Ayes - all

~~H. AWARD OF BIDS~~

~~1. Park Mowing Equipment~~

~~a. Manager McGuire presented the staff report.~~

~~b. Councilmember Carlson introduced the following Resolution and moved its adoption:~~

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

MEMORANDUM

TO: City Manager
 FROM: Thomas Ekstrand, Associate Planner
 SUBJECT: **Conditional Use Permit Review—Goodrich Golf Dome**
 LOCATION: 1815 Van Dyke Street
 DATE: July 7, 1997

INTRODUCTION

The conditional use permit (CUP) for the golf dome at 1815 Van Dyke is due for review. The city code requires a CUP for public agency buildings. Refer to the maps on pages 3–5.

BACKGROUND

June 24, 1996: The city council approved a ten-foot setback variance for the golf dome from the Ripley Avenue right-of-way. They also approved the CUP and design plans. Refer to the CUP and design approval conditions on pages 7–10.

CODE REQUIREMENTS

Section 36-445(a) states all CUPs shall be reviewed by the council within one year of the date of initial approval, unless such review is waived by the council decision or ordinance. At the one-year review, the council may specify an indefinite term or specific term not to exceed five years.

DISCUSSION

The golf dome is open for business. Fred Paul, the owner of the golf dome, has not completed the following items required by the city council:

1. Construction of trash dumpster enclosure for the dumpsters on the west side of Aldrich Arena.

On July 1, I met with Kevin Finley, Mike Madson and Gary Palfe of Ramsey County Parks and Recreation to discuss the design and placement of the trash enclosure. As a result of the meeting, Mr. Finley said that they will proceed immediately with drawing plans for the enclosure to submit to the city. They plan to build the enclosure on the edge of their parking lot in the lawn area west of Aldrich Arena.

2. Installation of "no parking" signs on both sides of Ripley Avenue between White Bear Avenue and North St. Paul Road and on both sides of the curve of Van Dyke Street north of Ripley Avenue.

Greg Mack, of Ramsey County Parks and Recreation, said that they have ordered the signs. The county has also marked the placement of these signs on Ripley Avenue.

3. Striping of the Aldrich Arena parking lot between the golf dome and the arena.

Mr. Finley said that this will be accomplished immediately.

4. Planting of the following trees (refer to the approved landscape plan on page 6):

- a. Six 2-1/2 inch caliper hackberry trees along White Bear Avenue.
- b. Six 2-1/2 inch caliper ash trees along Ripley Avenue.

Mr. Finley said that the county and Mr. Paul are having discussions about whose responsibility it is to plant these 12 trees.

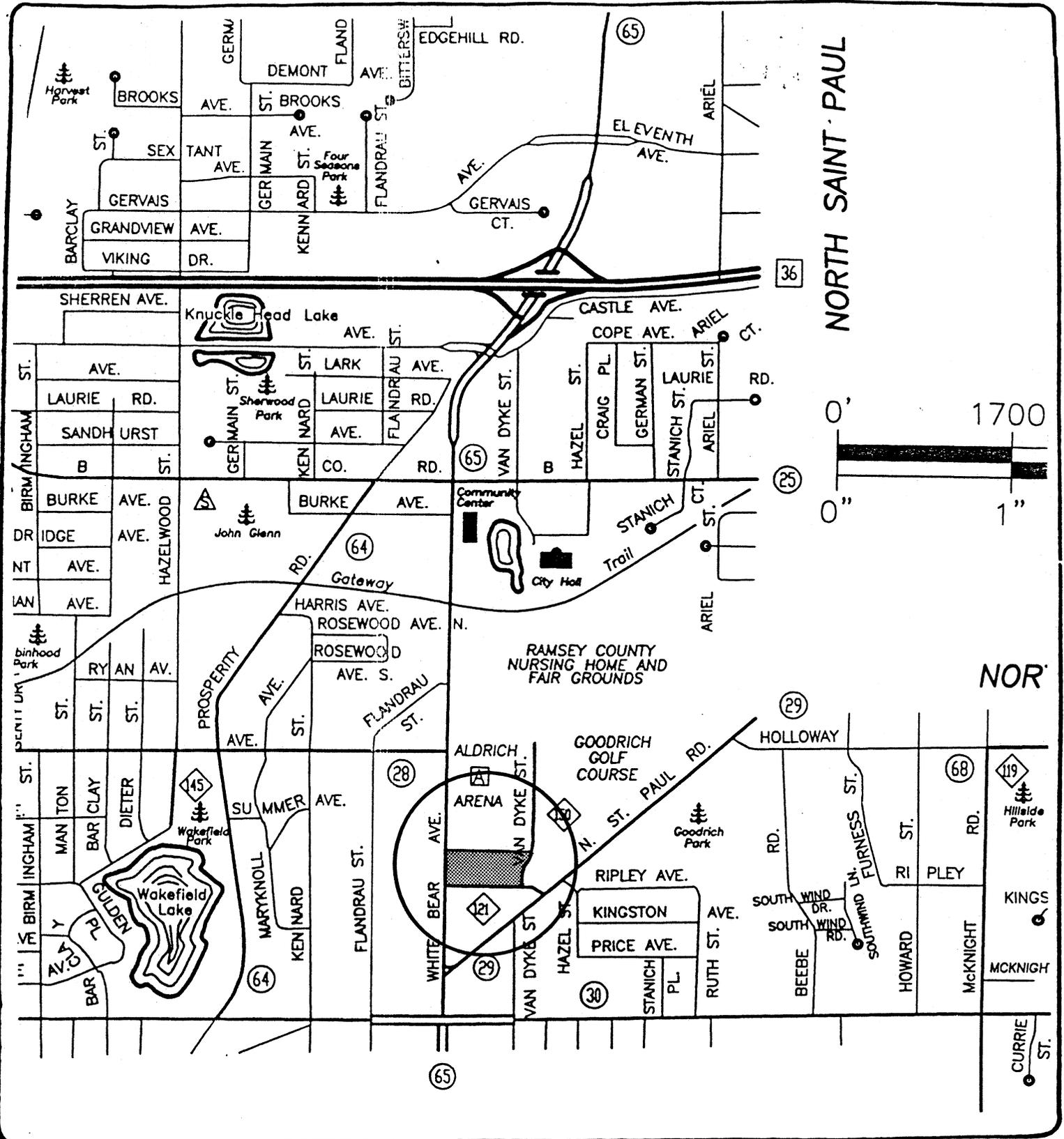
RECOMMENDATION

Review the conditional use permit for the golf dome at 1815 Van Dyke Street again on September 8, 1997 unless all the required site improvements are complete. If the applicant has completed all of the required work, the city council should review this permit again in one year (July 1998). If the required site work has not been completed by September 8, 1997, the council should consider ending the permit.

p:\sec14\golfdome.rev

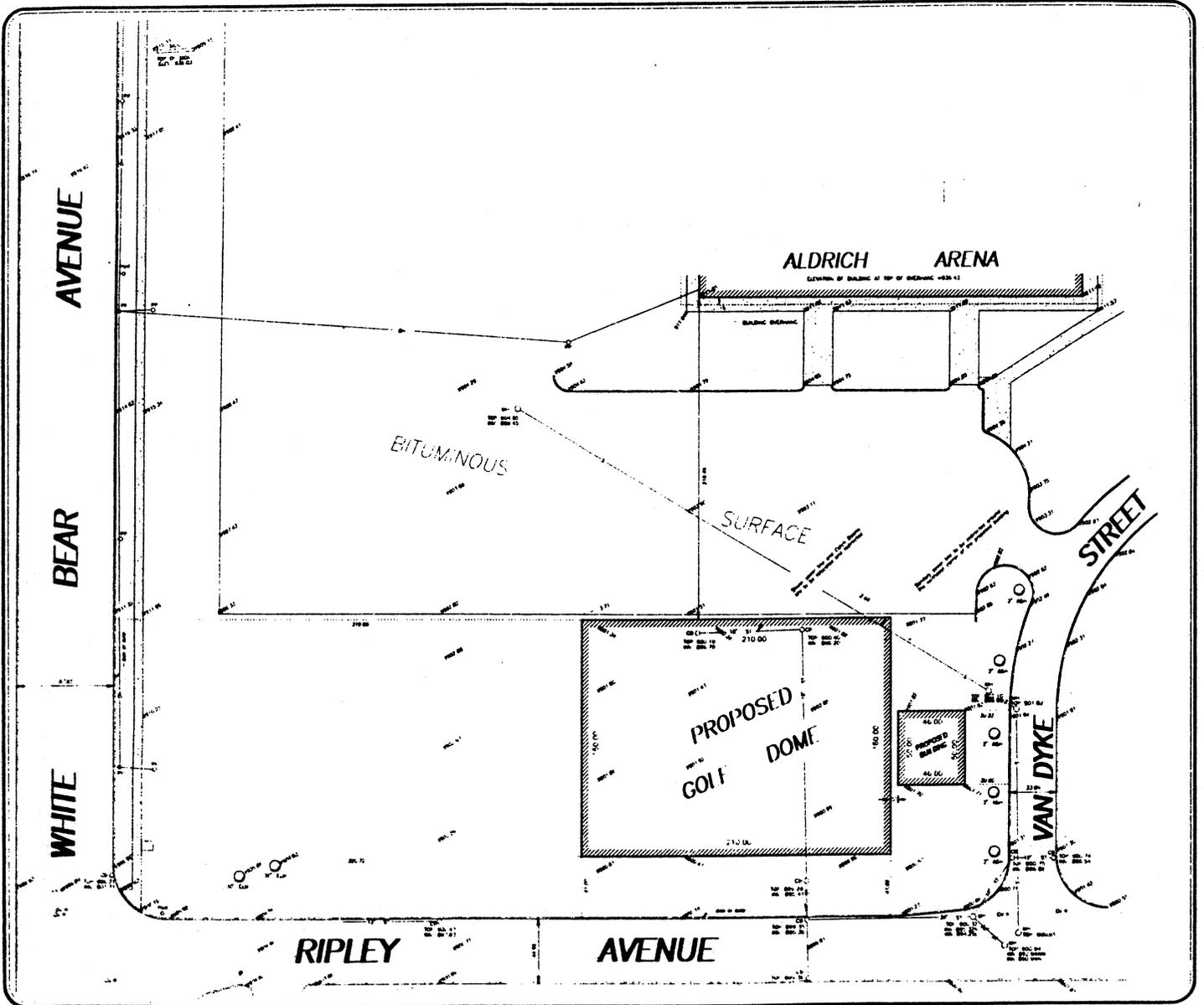
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. Landscape Plan dated June 3, 1996
5. City Council conditions dated June 24, 1996



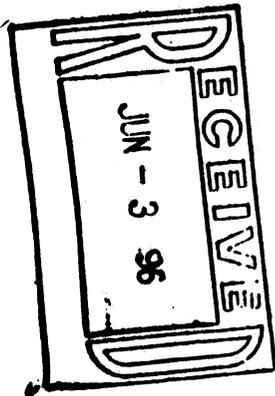
LOCATION MAP





SITE PLAN

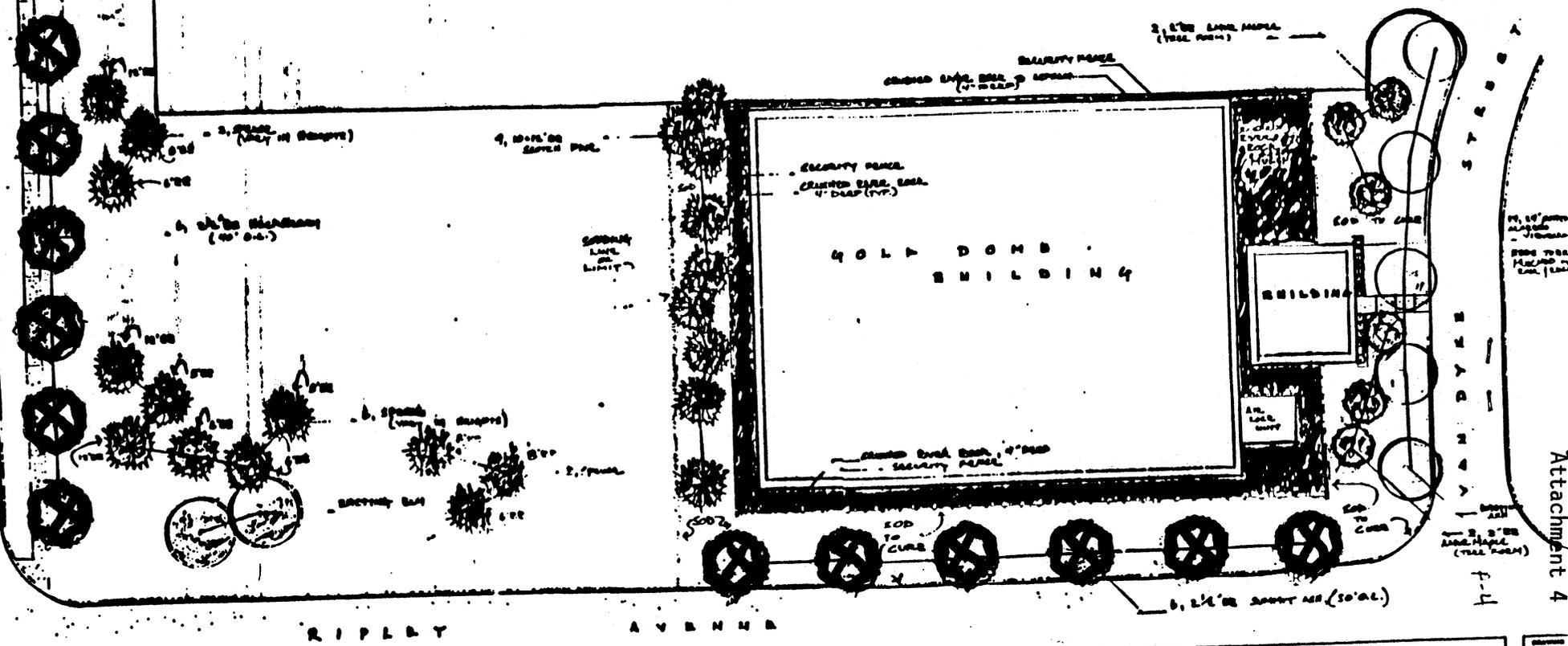




P A R K I N G L O T



— indicates trees still not planted.



Attachment 4

This Windsor design cannot substitute for...

WINDSOR LANDSCAPES
I hereby certify that the plan was prepared by me or under my direct supervision, and that I am a duly registered...

WINDSOR LANDSCAPES
I hereby certify that the plan was prepared by me or under my direct supervision, and that I am a duly registered...

SCALE 1" = 30'-0" DATE MAY 9 1997
Drawn: [Signature] Date: [Date]

WINDSOR
Landscapes
1170 East Highway 50
St. Paul, MN 55108-0000
(612) 422-0000

PROJECT: GOLD DOME BUILDING (LIDEN AREA SITE)
PLANNING LAYOUT / DEVELOPMENT

1
2

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 County or the contractor must have started the proposed construction within one year after the Council approves this permit or the permit shall end. The City Council may extend this deadline for one year.
3. If the City Council determines there is not enough on-site parking, the Council may require that the property owner or operator provide additional parking.
4. The facility is to be used only as a recreation related facility, but not as a concert or loud-noise-generating event.
5. The County transfers title to Goodrich, Joy, Afton Heights, Flicek and Wakefield Parks, County Ditch 18 soccer fields and land by the Munger Trail prior to issuance of a certificate of occupancy for this building.
6. The City Council shall review this permit in one year.

Seconded by Mayor Bastian

Ayes - Mayor Bastian, Councilmembers
Koppen, Rossbach
Nays - Councilmembers Allenspach,
Carlson

Setback Variance

- i. Councilmember Koppen introduced the following Resolution and moved its adoption:

Design Approval

j. Councilmember Koppen moved to approve the site plan (received May 17, 1996), the landscape plan (received June 3, 1996) and building elevations the City received on May 20, 1996 for the Goodrich Golf Dome, subject to the findings required by code and it 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. Complete the following before the City issues a building permit:
 - a) Submit grading, drainage, utility and erosion control plans for the City engineer's approval. The erosion control plan shall be consistent with the City code and with the Ramsey Soil and Water Conservation District Erosion Control Handbook.
 - b) Revise the landscape plans for staff approval. This plan shall show:
 - 1) All deciduous trees at least 2 1/2 inches in caliper, balled and burlapped.
 - 2) All evergreen trees at least 8- to 12-feet-tall.
 - 3) Additional deciduous trees on the west side of the dome and extended to align with the south side of Aldrich Arena.
 - 4) Different trees than the Amur Maple trees, all trees must be native species as identified in the Phalen Lake Chain Watershed Project.
 - c) Submit the following for staff approval:
 - 1) A revised site plan showing a hard-surfaced sidewalk from the northerly parking lot to the building entrance. This sidewalk must meet ADA (Americans with Disabilities Act) requirements.
 - 2) A color scheme for the rock-face concrete block entrance building and revised elevation drawings showing the metal mansard roof on the entire north and south elevations of the concrete block building. The roof colors shall also be subject to staff approval.
3. Complete the following before occupying the dome:
 - a) Install an address on the building.
 - b) Construct an enclosure as required by City code for all outside dumpsters (including those for the arena). The enclosure(s) must match the building color. Submit plans for the enclosure(s) to staff for approval.
 - c) Install and maintain an in-ground sprinkler system for the landscaped and grass areas between the dome and Ripley Avenue and between the dome and Van Dyke Street. (Code requirement)

- d) Construct continuous concrete curbing along the south side of the Aldrich Arena parking lot. (Code requirement)
 - e) Restore and sod damaged boulevards.
 - f) Sod all turf areas or plant native grasses or wild flowers.
 - g) Install handicap-accessible parking spaces and signs that meet the requirements of the ADA (Americans with Disabilities Act).
 - h) Screen all roof-mounted equipment visible from streets or adjacent property. Submit screening plans to the Design Review Board for approval. (Code requirement)
 - i) Post both sides of the curve on Van Dyke Street, north of Ripley Avenue, for no parking and turn the existing no parking signs so they are perpendicular to the curb.
 - j) Post both sides of Ripley Avenue, between White Bear Avenue and North St. Paul Road, for no parking.
 - k) Record the quit-claim deeds memorializing the land transfer of the 133 acres identified as Goodrich, Joy, Afton Heights, Flicek and Wakefield Parks, County Ditch 18 soccer fields and Munger Trail land by the Ramsey County Fairgrounds between the City and the County are completed.
4. Finish striping the Aldrich Arena parking lot between the golf dome and the arena to meet code requirements (9.5-foot-wide stalls or 9-foot-wide signed employee stalls) by October 1, 1996.
 5. Provide at least a 30-foot setback between the buildings and the property line along Ripley Avenue and from Van Dyke Street if the council does not approve a setback variance. (Code requirement) This may require the county to shift the dome to the north.
 6. This approval does not include the signs. Signs shall be subject to staff approval.
 7. All work shall follow the approved plans. The Director of Community Development may approve minor changes.
 8. 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 150% of the cost of the unfinished work.

- c) The City receives a written agreement that will allow the City to complete any unfinished work.

Seconded by Mayor Bastian

Ayes - Mayor Bastian, Councilmembers
Koppen, Rossbach
Nays - Councilmembers Allenspach,
Carlson

6-24-96

MEMORANDUM

TO: City Manager
FROM: City Engineer
SUBJECT: Dorland Road Retaining Wall
DATE: July 7, 1997

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

The Dorland Road retaining wall, just north of Linwood Avenue, was constructed in the early 1980s as part of a public improvement project. The wall was constructed of treated wood timbers which was a fairly common practice at that time. Even though the timbers were treated and the wall constructed appropriately, recent inspections identified deterioration in the wall. Significant areas of rot were occurring over the entire wall surface. The 1998 public works budget included a request to replace the wall.

Unfortunately, replacing the wall cannot wait until 1998. Due to the July 1 storm, a 30 to 40 foot section of the wall collapsed. This is a precursor to what will likely happen to the rest of the wall if left unattended.

During the budget process, public works requested quotations from several wall building companies. Only one company responded and indicated that a segmental block wall of the size required would cost approximately \$32,000. A project of this magnitude must be advertised for sealed bids. It is our intention to proceed with this as soon as possible.

It is recommended the city council authorize advertisement for bids to replace the Dorland Road retaining wall and establish a budget for the project of \$32,000 to be financed from the street construction state aid fund.

KGH

jc

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: Assistant City Engineer
SUBJECT: Project 97-07, Londin Lane and Mailand Road Bituminous Overlay,
Approve plans and Advertise for bids
DATE: July 7, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

Attached are the resolutions approving the plans and ordering the advertisement for bids and the advertisement. Staff will present the plans and specifications for the street improvement at the July 14, 1997, city council meeting.

The project consists of the milling of the bituminous surface on Londin Lane and the full depth recycling of the bituminous pavement on Mailand Road. A bituminous overlay of both street sections from McKnight Road to Sterling Street will provide new surfaces. Deficient sections of curb and gutter will be replaced and substandard catch basins will be reconstructed. Storm sewer improvements will be constructed at the intersection of Londin Lane and Sterling Street. New centerline striping will also be included.

The two street sections were recently approved as Municipal State Aid routes and are therefore eligible for complete state aid reimbursement. The engineer's estimate for the total project cost, and the proposed budget, is \$340,000.

Staff recommends the city council's approval of the plans and specifications authorization to advertise for bids, and the establishment of the following financing plan.

APPROVING PLAN AND ADVERTISING FOR BIDS

WHEREAS, Municipal State Aid Funds are available for the construction of street improvements, and

WHEREAS, Londin Lane and Mailand Road are designated MSA routes in need of improvements, and

WHEREAS, bituminous mill, and overlay may be fully financed with MSA funds, and

WHEREAS, plans and specifications for Londin Lane and Mailand Road Bituminous Overlay, Project 97-07, 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 MAPLEWOOD, MINNESOTA:

1. Such plans and specifications, a copy of which are attached hereto and made part of 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 plan and specifications. The advertisement shall be published twice, at least three weeks 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 10:00 A.M., on the 6th day of August, 1997, 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 August 11, 1997.
4. The Finance Director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project. The financing plan shall be as follows:

State aid	\$340,000
Total	\$340,000

ADVERTISEMENT FOR BIDS

The City Council of Maplewood, Minnesota will receive sealed bids for the construction of the following project within the city limits on the basis of cash payment for the work: Project 97-07, Londin Lane and Mailand Road Bituminous Overlay.

The project will include the following approximate quantities:

9625 square yards full depth reclamation, 6"	31 each storm sewer CB/MH
2550 ton bituminous base course	reconstruction
2850 ton bituminous wear course	2 each storm sewer CB/MH
1200 linear feet concrete curb and gutter	330 linear feet 12" storm sewer

The project is to begin on or about August 18, 1997, and be completed by September 26, 1997.

Bids will be received until 10 a.m. on 6th day of August, 1997, at the municipal building, 1830 East County Road B, Maplewood, Minnesota, at which time and place all bids will be publicly opened, read aloud, and considered.

Proposals must be placed in a sealed envelope with the statement thereof "BID FOR PROJECT 97-07, LONDIN LANE AND MAILAND ROAD BITUMINOUS OVERLAY." Proposals shall be submitted to the city clerk on or before the above stated time. Proposal is for the furnishing of all labor, equipment, and materials and performing all work in connection with the above stated construction.

Proposal forms, including specifications, are on file in the office of the City Engineer, 1830 East County Road B, Maplewood, Minnesota 55109. Copies of the documents may be obtained by prepayment of \$30 (nonrefundable) to the City of Maplewood for each set.

All bids must be accompanied by a certified check or bid bond, payable to the City of Maplewood, Minnesota, in an amount equal to five percent (5%) of the total bid, conditioned that if the bidder is the successful bidder, he will enter into a contract in accordance with said bid and will furnish such performance bonds as are specified. No bidder may withdraw his bid for at least 90 days after the scheduled closing time for the receipt of bids, without the consent of the owner.

The owner reserves the right to reject any or all bids and to waive any informalities in bidding.

Karen Guilfoile, City Clerk
City of Maplewood, Minnesota

Publish: *Maplewood Review*—July 16 and 23, 1996
Construction Bulletin—July 18 and 25, 1996

Action by Council:

AGENDA REPORT

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager

FROM: Assistant City Engineer

SUBJECT: Project 97-08, Skillman Avenue and Bittersweet Neighborhood
Bituminous Overlay—Approve Plans and Advertise for Bids

DATE: July 8, 1997

A resolution approving the plans and specifications and ordering the advertisement for bids is attached, along with the advertisement. The plans will be presented to the city council at the July 14, 1997, council meeting.

The improvement consists of the full depth reclamation of the existing bituminous pavement by Ramsey County forces. A contractor will place a bituminous overlay on top of the recycled base. Catch basins and manholes will be reconstructed, as needed, and substandard curb and gutter will be replaced. The project area includes Skillman Avenue, from DeSoto Street to Edgerton Street, and Bittersweet Drive, Southlawn Drive, and Edgehill Road, all south of County Road C.

Skillman Avenue was recently approved as a municipal state aid designated route and is eligible for complete state aid reimbursement. The street improvements in the Bittersweet neighborhood were included in the 1997 CIP budget. The estimate for the total project cost is \$102,500.

City staff recommends the council's approval of the plans and specifications, authorization to advertise for bids, and authorization of the following financing plan:

1997 CIP budget	\$ 44,500
State aid	<u>58,000</u>
Total	\$102,500

RAM

jc
Attachments

APPROVING PLANS AND ADVERTISING FOR BIDS

WHEREAS, municipal state aid funds are available for the construction of street improvements, and

WHEREAS, Skillman Avenue is a designated MSA route in need of improvements, and

WHEREAS, bituminous recycle and overlay may be fully financed with MSA funds, and

WHEREAS, general funds have been budgeted for street maintenance improvements, and

WHEREAS, Bittersweet Drive, Southlawn Drive, and Edgehill Road are in need of improvements, and

WHEREAS, plans and specifications for Skillman Avenue and Bittersweet Neighborhood Overlay, Project 97-08 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 the 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 8th day of August, 1997, 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 August 11, 1997.

4. The finance director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project. The financing plan shall be as follows:

1997 CIP budget	\$ 44,500
State aid	<u>58,000</u>
Total	\$102,500

ADVERTISEMENT FOR BIDS

The City Council of Maplewood, Minnesota will receive sealed bids for the construction of the following project within the city limits on the basis of cash payment for the work: Project 97-08, Skillman Avenue/Bittersweet Lane Neighborhood Bituminous Overlay.

The project will include the following approximate quantities:

480 ton bituminous base course	8 each storm sewer CB/MH
1270 ton bituminous wear course	reconstruction
330 linear feet concrete curb and gutter	1100 linear feet 1/8" bituminous joint sawing

The project is to begin on or about August 18, 1997, and be completed by September 12, 1997.

Bids will be received until 10 a.m. on 8th day of August, 1997, at the municipal building, 1830 East County Road B, Maplewood, Minnesota, at which time and place all bids will be publicly opened, read aloud, and considered.

Proposals must be placed in a sealed envelope with the statement thereof "BID FOR PROJECT 97-08, SKILLMAN AVENUE/BITTERSWEET LANE NEIGHBORHOOD BITUMINOUS OVERLAY." Proposals shall be submitted to the city clerk on or before the above stated time. Proposal is for the furnishing of all labor, equipment, and materials and performing all work in connection with the above stated construction.

Proposal forms, including specifications, are on file in the office of the City Engineer, 1830 East County Road B, Maplewood, Minnesota 55109. Copies of the documents may be obtained by prepayment of \$20 (nonrefundable) to the City of Maplewood for each set.

All bids must be accompanied by a certified check or bid bond, payable to the City of Maplewood, Minnesota, in an amount equal to five percent (5%) of the total bid, conditioned that if the bidder is the successful bidder, he will enter into a contract in accordance with said bid and will furnish such performance bonds as are specified. No bidder may withdraw his bid for at least 90 days after the scheduled closing time for the receipt of bids, without the consent of the owner.

The owner reserves the right to reject any or all bids and to waive any informalities in bidding.

Karen Guilfoile, City Clerk
City of Maplewood, Minnesota

Publish: *Maplewood Review*—July 16 and 23, 1996
Construction Bulletin—July 18 and 25, 1996

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

Agenda Report

TO: City Manager

From: Colleen J. Dirkswager *Colleen*

Subject: Request for Charitable Gambling Funds

Date: July 7, 1997

Recommendation

It is recommended that the City Council review the requests for the use of moneys in the Charitable Gambling Tax Fund and determine the level of funding for each.

Introduction

A brief summary of each request is outlined below:

Maplewood Seniors and Persons with Disabilities Committee Recognition Event (\$600) - Monies are being requested to sponsor an event to celebrate Senior and Persons with Disabilities. The celebration will be a half-day event with guest speaker, refreshments and will be held at the Maplewood Community Center.

Heritage Theater Company, Inc. (\$3,070) - Heritage Theater is requesting monies to cover start up expenses for a new youth theater program. The funds will be used to purchase costumes, materials for set and props, scripts, scores, royalties and rental of the MCC Theater. Heritage is expecting the program to become self sufficient after the first season.

Dispute Resolution Center (\$2,000) - The Dispute Resolution Center is again requesting funds from Charitable Gambling to continue to support their community based service. In 1996 they assisted 30 residents of Maplewood with mediation services. Their service continues to be of great benefit to the community in resolving conflicts between landlord-tenants, consumer-merchant matters, and neighbor relations.

Maplewood Human Relations Commission (\$100) - The Human Relations Commission is requesting funds to cover costs for in-service training for commission members. The training was entitled "Dynamics of Prejudice - Building Bridges to the Community" and was presented by Carol Wirtschafter with A World of Difference.

MEMORANDUM

TO: City Manager
FROM: Thomas Ekstrand, Associate Planner
SUBJECT: Request for Charitable Gambling Funds
APPLICANT: Maplewood Seniors and Persons with Disabilities Committee
DATE: July 1, 1997

INTRODUCTION

Request

The Maplewood Seniors and Persons with Disabilities Committee is requesting \$600 in charitable gambling funds.

Reason for the Request

The committee will be holding an event on October 16, 1997 to celebrate seniors and persons with disabilities. This event will also recognize outstanding senior citizens in the community. It will be a half-day event to be held at the Maplewood Community Center. The \$600 requested is needed for speakers' fees, coffee, refreshments, registration, etc. Refer to the committee's minutes on page 2.

RECOMMENDATION

Approve the request for \$600 of charitable gambling funds for the recognition/celebration event sponsored by the Maplewood Seniors and Persons with Disabilities Committee at the Maplewood Community Center on October 16, 1997.

p:seniors\chargam.snr(6.4)

Attachment:

Minutes of the Maplewood Seniors and Persons with Disabilities Committee dated June 11, 1997

LISTENING POST UPDATE

See meeting notice under communications. Gordy feels it was a great experience, but it does make him feel old!

ANNUAL COMMITTEE PLANNING CALENDAR

Members reviewed the draft Gigi submitted. September should have Calendar Planning added, as we aren't through with it yet. June should also include election of officers, calendar planning and annual report. (Lorraine and Pat were charged with putting together an annual report for this year). August should have Taste of Maplewood. Time specific items that require committees (Taste of Maplewood, nominations for officers, etc.) should have appointment of committees on the agenda 3 or 4 months in advance of the event. While some of our activities are time specific, some are not. It was suggested the calendar be drafted containing the time specific items and that time nonspecific ongoing events (Vial of Life, Police Cadet program, etc.) be on a separate list, and the group can decide how to incorporate the latter into the former in an attempt to achieve balanced agendas. Members asked to get their input to Gigi (1945 Manton Street, 55109) in a timely manner.

MAPLEWOOD ANNUAL SENIOR CITIZEN OF THE YEAR

Tabled until Marlene Fye is present. Pat, who has worked on committees of this sort, pointed out that this can be a time-consuming task, and must be approached with care. She would be willing to assist. Gordy willing to work on this and suggested other members might also assist.

SPECIAL SENIOR DAY PROJECT

Martha submitted a Special Senior Day Project Report (copy attached) and recommended that for a first time event we start with the half-day event. Jean pointed out the purpose should be expanded To Celebrate SENIORS *and persons with disabilities*. The group agreed with that recommendation, as well as the recommendation that it be a half-day event. Event will be in the community center Thursday, October 16, with registration at 8:30 a.m. (staffed by Jean, Justa and Dawn) and keynote speaker at 9:00. Tom reported Lisa had told him we would not be charged for Community Center use for this event. Money will be needed for speakers' fees, coffee, refreshments, registration, etc. To cover costs, Tom will submit request for gambling fund money for \$600 as soon as possible. Gigi and Pat will invite exhibitors, Martha and Joanne will do the PR along with Tom. They are looking at possibility of donated food and item(s) for door prizes. It was considered unrealistic to be looking at outstanding senior citizen award on this short a time line (particularly in view of our group's summer hiatus), but we anticipate we will have a lot of unsung heroes there, meals on wheels drivers, chauffeurs for church or medical appointments, etc. who deserve our applause.

NEW BUSINESS

Discussion of Trash and Water and Sewer bills was tabled for lack of time. Jean will contact her trash hauler and report back.

NEXT MEETING

Wednesday, September 10, 1997, at 10:00 a.m. in the Maplewood Room in City Hall.

6-11-97



HERITAGE THEATRE COMPANY, INC.

P.O. BOX 9344 MAPLEWOOD, MN 55109

June 16, 1997

The City Council for the City of Maplewood
Maplewood City Hall
1830 E. County Road B
Maplewood, MN 55109

Mayor Bastian and the members of the City Council,

Heritage Theatre Company of Maplewood, a non-profit, community based theatre company, is requesting a \$3,070.00 grant from the City of Maplewood to defer the start-up costs of a new youth theatre program, offered in conjunction with the City of Maplewood Parks & Recreation Department.

Our goal is to create and maintain theatre events for the young people of Maplewood. We will be recruiting students to perform in productions that will be presented to youth and their families.

It is our intention to be financially responsible by providing our own staff and covering any stipends paid, providing publicity and ticket costs, scheduling performances, and maintaining all communication with principals of the schools who's students and staff will be attending, and facilitating reservations for families and students who will be attending our public performances. We will also be subsidizing the ticket costs for the school children and staff who will be attending the day time performances.

Breakdown of request:

Materials for construction of costumes	40 costumes X \$10/costume	= \$ 400.00
Materials for construction; sets/properties —wood, fasteners, casters, paint		= \$ 200.00
Purchase of scripts/scores	(reusable)20 scripts X \$6/book	= \$ 120.00
Royalties	\$35/performance X 10 performances	= \$ 350.00
Rental—performance space	MCC Theatre \$250/perf. X 8 perf.	= <u>\$2000.00</u>
		\$3070.00

We are requesting monies for items that will be used repeatedly over the years. The money for the cost of the royalties and the performance space at the MCC will be ongoing expenses that we believe we will be able to cover for future productions once we have ticket sales from this year's holiday show.

Our first production is scheduled to be presented in late November and early December of 1997. While the script has not been purchased yet, we are considering presenting a children's version of Hansel and Gretel. Next summer we anticipate expanding our children's offerings to include moderately priced, brief workshops and classes for youth, as well as presenting a fully staged summer stock performance.

The Board of Directors for the Heritage Theatre Company of Maplewood thanks you for your consideration of our request.

Sincerely,

Jean Marie Verner
President, Heritage Theatre Company of Maplewood
(V.M.) 773-1453



Dispute Resolution
Center

265 Oneida Street
St. Paul, MN 55102
612.292.7791
fax: 612.298.5729

April 15, 1997

Mike McGuire, City Manager
City of Maplewood
1830 County Road B
Maplewood, MN 55109

Dear Mr. McGuire:

The Dispute Resolution Center appreciates the contribution of \$2,000 made by the City of Maplewood in 1996, and would request your consideration of such a contribution again this year. In a letter from last July, Assistant City Manager Craig Dawson outlined your City's process and criteria for the granting of lawful gambling receipts.

In that letter, Mr. Dawson indicated that the Dispute Resolution Center is held to be a resource available to the whole community of Maplewood, and that as such, the Center meets the criteria for receipt of funds from the city.

I will shortly forward a copy of our 1996 Annual Report to you, and would like to highlight that our records show that nearly thirty Maplewood residents directly benefited through our mediation services last year. Residents were involved in conflicts concerning landlord-tenant issues, consumer-merchant matters, neighbor relations, and others.

As I noted in a letter to you last year, local cities have contributed to the Center approximately per the following scale.

Cities with population under 10,000	\$500 per year
Cities with population between 10,000 and 20,000	\$1,000
Cities with population between 20,000 and 30,000	\$1,500
Cities with population between 30,000 and 40,000	\$2,000
Cities with population between 40,000 and 50,000	\$2,500

Please contact me at 292-7791 to let me know if this request fits the City's budgeting process. Thank you for your consideration of this request.

Yours very truly,

Timothy Hedeem
Executive Director

Agenda Report

TO: City Manager

From: Colleen J. Dirkswager 

Subject: Request for Charitable Gambling Funds for HRC In-Service Training

Date: April 7, 1997

Introduction:

The Human Relations Commission has had quite a bit of change in board members over the last couple of years. Due to this change over and the continual growth in diverse populations within Maplewood it is becoming necessary to provide our Human Relations Commission with the necessary tools and training to provide adequate information to our residents.

Request Details:

The Human Relations Commission is requesting funds to cover costs for in-service training for commission members. The training was entitled "Dynamics of Prejudice - Building Bridges to the Community" and was presented by Carol Wirtschafter with A World of Difference. The Fee for the training was \$100.

Recommendation:

Consider the above request for funding by the Charitable Gambling Tax Fund.

Charitable Gambling Tax Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

Actual for January 1, 1990 thru June 30, 1997

and

Budgeted for January 1, 1997 thru December 31, 1997

<u>YEAR</u>	<u>BEGINNING FUND BALANCE</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>TRANSFERS OUT</u>	<u>ENDING FUND BALANCE</u>
Actual:					
1990	\$0	\$1,787	\$0	\$0	\$1,787
1991	1,787	89,758	0	0	91,545
1992	91,545	63,653	44,262	0	110,936
1993	110,936	53,882	18,336	5,312	141,170
1994	141,170	56,169	32,018	52,245	113,076
1995	113,076	67,167	22,933	73,570	83,740
1996	83,740	66,444	29,042	71,593	49,549
1997 thru 6-30	49,549	21,854	7,590	10,000	53,813
Original Budget:					
1997	44,470	64,870	10,000	50,000	49,340
Re-estimate:					
1997	49,549	66,444	37,535	40,000	38,458

MEMORANDUM

Action by Council:

TO: Mike McGuire, City Manager

Endorsed _____

FROM: Karen Guilfoile, City Clerk *Key*

Modified _____

DATE: July 2, 1997

Rejected _____

Date _____

RE: Liquor License Fees

Introduction

Minnesota States Statute 340A.408 Subd. 3a states:

No city, town, or county shall increase the fee for a liquor license governed by subdivision 1, 2, or 3, except after notice and hearing on the proposed increase. Notice of the proposed increase must be mailed to all affected licensees at least 30 days before the date set for the hearing. This subdivision supersedes any inconsistent provision of law or charter.

Background

Following is a history of liquor license fee increases since 1989:

1989	1990	1991	1996
\$5,040 5% to	\$5,290 4% to	\$5,500 4% to	\$5,750*

*On July 22, 1996 Council approved on-sale license holders to host one-time events, pursuant to application and receipt of a permit therefore, which events may include the drinking of intoxicating liquor, wine, or 3.2 malt liquor outside, but upon, their licensed premises.

Comparatively, other City license fees have increased by 3% each year to reflect the annual inflation rate. If the City would have followed Cost of Living guidelines over the years, the proposed 1997 fee would be \$6,770, an increase, since 1989 of \$850. The proposed 1998 budget anticipates this fee increase payable in 1998.

Recommendation

Hold state mandated public hearings proposing a 3% increase (\$170) in the 1998 liquor license fee and cost of living adjustment each year thereafter.

1997 Liquor License Fee Survey

<u>City</u>	<u>Population</u>	<u>Number of License Issued</u>	<u>License Fee</u>	<u>Comment</u>
Apple Valley	40,684	6	\$4,440 - \$6,600	Based on Sales
Blaine	42,268	10	\$5,500	
Cottage Grove	27,726	5	\$4,500	
Eden Prairie	46,310	18	\$7,500	
Fridley	28,204	9	\$6,000 - \$9,000	Based on square footage and entertainment
New Hope	21,646	3	\$6,000	
Richfield	35,237	5	\$11,200	
Roseville	33,942	19	\$7,000	
Shoreview	26,049	1	\$7,500	
So. St. Paul	20,255	11	\$2,200	
West St. Paul	19,424	16	\$3,500	
White Bear Lake	25,849	12	\$2,000	
Woodbury	31,258	7	\$10,000	

MEMORANDUM

TO: Mike McGuire, City Manager

FROM: Karen Guilfoile, City Clerk *KG*

DATE: July 2, 1997

RE: Number of Liquor Licenses Held by the City

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

Introduction

Minnesota State Statute 340A.413 places restrictions on the number of intoxicating liquor licenses that may be issued to cities. The City of Maplewood, being a city of the second class, may not have more than 18 licenses plus one for every 2,500 population over 45,000, unless a referendum is placed on the ballot by the governing body and passed by the electorate at a general or special election.

Background

On August 9, 1982, the City Council approved placing a referendum on the November 1982 General Election ballot requesting voter approval for an additional seven on-sale licenses. The referendum failed by 369 votes (4,553 yes - 4,922 no) with 67% of the registered voters voting.

On November 22, 1982, Council approved holding a special election on January 18, 1983 where 4% of the electorate passed the referendum by 42 votes, (365 yes - 323 no) bringing the total number of allowable liquor licenses to 25.

As of this date, we have twenty-two licenses issued (see attached), Suzanne's Cuisine is in the process of applying and two individuals (The Cattle Company and Outback Steakhouse) have informed us that they will be applying in the near future, pending approval of their franchise license and/or building plans.

In the spirit of economic development and as the city continues to grow, so does the need for the number of liquor licenses requested by reputable businesses. It is noteworthy that 15 out of the 25 licenses issued, or held for application, are for restaurants that serve alcohol.

Recommendation

To prevent the necessity of a costly special election, it is recommended that the City Council direct staff to put a referendum on this year's City election ballot for an additional ten licenses. If the referendum passes, it is further recommended, that five of the licenses be reserved for types of businesses such as restaurants and hotels. This motion could not be made until after the referendum is passed.

MEMORANDUM

Action by Council:

TO: Michael G. McGuire
FROM: Bruce K. Anderson, Director, Parks and Recreation
SUBJECT: M.A.A. Field Update
DATE: July 9, 1997

Endorsed _____
Modified _____
Rejected _____
Date _____

Mr. Jerry Herrigan, President, M.A.A., has requested to speak before the city council on July 14. I have met with Mr. Harrigan and entire M.A.A. Board on three different occasions to discuss their athletic field needs. I am not aware of their specific request on July 14.

Enclosed is my most recent correspondence with Wayne Lund regarding equipment storage and to Jerry Harrigan regarding possible field improvements.

Mr. Harrigan will be in attendance on Monday, July 14.

MAPLEWOOD ATHLETIC ASSOCIATION

To: Michael McGuire
City Manager
1830 County Road B East
Maplewood, MN. 55109
Fax: 770-4506

*14th
Agenda*

July 2, 1997

Dear Mr. McGuire,

The Maplewood Athletic Association would like to be included on the agenda of the next City Council Meeting scheduled for July 14th, 1997. We would like to present information to the council regarding our interest in providing funding to the city to help improve and upgrade athletic fields in Maplewood. We have been in contact with Bruce Anderson (Park & Rec. Director) regarding this issue and we have his support.

At the City Council meeting we would only need a brief time period to inform the council about our program, planning ideas, and funding. Myself or one of our MAA Board Members will make the presentation.

Thank you for considering this request.

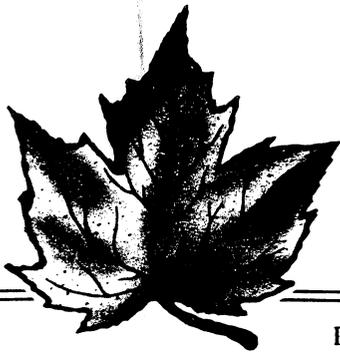
Best Regards

Jerry A. Harrigan

Jerry A. Harrigan
President - MAA
2336 Linwood Ave.
Maplewood, MN. 55119
home 739-1535, work 733-9584

cc: Bruce Anderson

Post-It® Fax Note	7671	Date	# of pages
To	<i>Bruce Anderson</i>	From	<i>Jerry Harrigan</i>
Co./Dept.	<i>Park & Rec Dept</i>	Co.	
Phone #		Phone #	<i>733-9584</i>
Fax #		Fax #	



CITY OF MAPLEWOOD

1830 E. COUNTY ROAD B MAPLEWOOD, MINNESOTA 55109

PARKS AND RECREATION DEPARTMENT

612-770-4570

June 6, 1997

Mr. Jerry Harrigan, President
Maplewood Athletic Association
2336 Linwood Avenue
Maplewood, MN 55119

Dear Jerry:

This is a short note to follow-up on our luncheon meeting on Tuesday, June 3, to discuss the potential improvements to the Maplewood athletic facilities. As an avid youth volunteer coach, past participant and as the Director of Parks and Recreation Department for the City of Maplewood, I want to assure you that I am committed to improving the outdoor athletic facilities in the City of Maplewood.

One of the first projects that I undertook as the director of the department was to prepare an assessment of the outdoor athletic facilities in Maplewood. Much to my chagrin, the report indicated that minimal improvements have been made to the outdoor athletic facilities in the last 20 years, with the exception of Harvest Park. The report proposes to develop athletic complexes, which in turn would permit greater usage of our neighborhood parks for residents' informal play and ultimately reduce the negative impact that organized athletics provides on our neighborhood park system.

In the spring of 1997, I received a letter from Wayne Lund indicating that M.A.A. may have some money available to develop a building to store athletic equipment. I met with Mr. Lund on two occasions and indicated to him that the city would find an alternate site at no cost to store the M.A.A. equipment following the 1997 season. I further indicated that I would prefer to utilize monies that M.A.A. might have available to develop our outdoor athletic fields.

I subsequently have had a number of conversations with Mr. Jeff Pluff, who has indicated a strong need to develop a 90-foot midget field. We reviewed a number of options and pursued John Glenn #6, which was our first alternative until the School District deemed it not feasible and then concentrated our efforts on Harvest Park. Jeff had two solutions, the first being to upgrade field #4 into a 90-foot field and modify field #3 to a 75-foot field. There were many difficulties with this solution, including parking lot location, trail location and outfield distances. The second option we looked at was expanding field #5, which also has some of the same problems. A third and possibly more realistic option would be to create a sixth field at Harvest Park.

Jerry Harrigan
Page 2
June 6, 1997

My concerns with providing what I would define as short-term improvements to Harvest Park are as follows:

1. Harvest Park is being considered for a major upgrade as part of a proposed public park bond referendum in 1999. I realize that this does not resolve our immediate problem, but it would seem short sighted to expend \$60,000-\$80,000 of public money on a temporary solution that may only last two or three years.
2. I believe that a master plan for Harvest Park should be developed so we can look at the long-term picture.
3. The current layout of Harvest Park including the parking lot, trails and general field locations has caused some safety issues that need to be addressed.

I believe a better option would be to develop a new 90-foot baseball field at Afton Heights Park. Although no master plan has been completed, it would seem appropriate to remove the existing midget field, tennis courts and other hard court surfaces and have the field be oriented in a north/south direction.

I will be attending the M.A.A. meeting on June 17. At that time I hope M.A.A. can define in writing or at least verbally your priorities for field improvements. I believe that we can still make those improvements this year, but we need to have consensus from the M.A.A. board as to what improvements you would like to see.

In conclusion I caution M.A.A. on trying to look at "band-aid" solutions to what I believe are system-wide needs. The major youth athletic complexes, specifically Edgerton, Afton Heights, Gethsemane and Harvest Park, need significant improvements, master plan layouts and infusion of major dollars to develop the type of complex that can best serve Maplewood residents and M.A.A. today and on into the future.

If I can ever be of assistance, please feel free to call me directly at 770-4573. I look forward to meeting with you and the board on the 17th of June.

Sincerely,



Bruce K. Anderson
Director of Parks and Recreation

kd\harrigan.ltr

c: Jeff Pluff, M.A.A.
Mark Maruska, Park Foreman
Doug Taubman, Recreation Program Coordinator



CITY OF MAPLEWOOD

1830 E. COUNTY ROAD B MAPLEWOOD, MINNESOTA 55109

PARKS AND RECREATION DEPARTMENT

612-770-4570

June 27, 1997

Mr. Wayne Lund
1720 E. Rosewood Avenue
Maplewood, MN 55109

Dear Wayne:

Please accept this letter as a formal confirmation of storage space for the M.A.A. youth baseball program. It is the City's intent to provide M.A.A. two locked rooms in the Maplewood maintenance building for the storage of your equipment.

The rooms will be locked and you'll have access with your own personal key. The City will be continuing to use the remainder of the space for storage of our youth sports equipment as well. The two locked rooms total approximately 240 square feet, which I believe is comparable to your existing space.

In addition, the City will be willing to work with you to develop shelves and/or organizational efforts to assist M.A.A. in maximizing the use of this space.

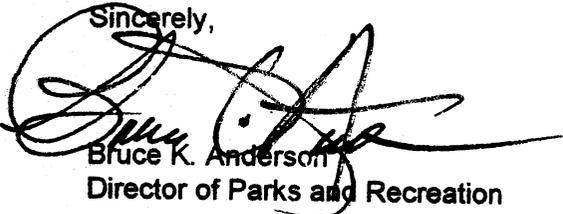
It is my understanding that M.A.A. would be willing to discuss with the City the potential upgrading of a youth ball field at Afton Heights Park, the objective being to develop a 90-foot baseball field with lights, fences and ultimately dugouts.

I look forward to working with M.A.A. on this project and understand that the storage of the equipment will take place following the 1997 baseball season.

It is a pleasure to continue working with M.A.A. and I look forward to discussing possible athletic field improvements to Harvest Park.

Should you have any questions, please feel free to call me directly at 770-4573.

Sincerely,



Bruce K. Anderson
Director of Parks and Recreation

kd\maastor.ltr

c: Mark Maruska, Park Foreman
Doug Taubman, Recreation Program Coordinator
Greg Finn, Recreation Program Assistant

Equal Opportunity Employer