

# NO PRE-AGENDA MEETING

## AGENDA

MAPLEWOOD CITY COUNCIL  
7:00 P.M., Monday, September 9, 1996  
Council Chambers, Municipal Building  
Meeting No. 96-18

### A. CALL TO ORDER

### B. PLEDGE OF ALLEGIANCE

### C. ROLL CALL

### D. APPROVAL OF MINUTES

1. Minutes of Meeting 96-16, (August 26, 1996)

### E. APPROVAL OF AGENDA

### EA. PRESENTATIONS

### 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. Loan Agreement Amendment: Golden Star Apartments (315-321 Larpenteur Avenue)
3. Conditional Use Permit Review - Minnesota Motors (135 Century Avenue)
4. Purchase of Cushman 4-Wheel Turf Truckster
5. City Code Revision, Late Charges for Utility Bills (Second Reading)
6. Employee Insurance Contracts

### G. PUBLIC HEARINGS

1. 7:00 P.M.: Project 95-18, Bellaire Avenue Utility and Street Improvements - Assessment Hearing
2. 7:10 P.M.: Highwood Estates No. 4; Preliminary Plat (Highwood Avenue)
  - 1) Development on Slopes
  - 2) Preliminary Plat
  - 3) Street Width Code Variation
3. 7:30 P.M.: Pleasantview Park No. 3; Preliminary Plat (Crestview and Lakewood Drives

**H. AWARD OF BIDS**

NONE

**I. UNFINISHED BUSINESS**

1. Truth-in-Housing Code Change - Evaluator Licensing (Second Reading)

**J. NEW BUSINESS**

1. Ramsey County Compost Site Conditional Use Permit Review (Beam Avenue)

**K. VISITOR PRESENTATIONS**

**L. COUNCIL PRESENTATIONS**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**M. ADMINISTRATIVE PRESENTATIONS**

1. Update on 40th Anniversary Planning Activities
2. \_\_\_\_\_
3. \_\_\_\_\_

**N. ADJOURNMENT**

**MINUTES OF MAPLEWOOD CITY COUNCIL**  
7:00 P.M., Monday, August 26, 1996  
Council Chambers, Municipal Building  
Meeting No. 96-16

**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 Public Forum-Organized Residential Refuse Collection, August 5, 1996**

Councilmember Rossbach moved to approve the minutes of the Public Forum-Organized Residential Refuse Collection, August 5, 1996 as presented.

Seconded by Councilmember Allenspach                      Ayes - all

**2. Minutes of Meeting 96-15, (August 12, 1996)**

Councilmember Rossbach moved to approve the minutes of Meeting No. 96-15 (August 12, 1996) as presented.

Seconded by Councilmember Allenspach                      Ayes - all

**E. APPROVAL OF AGENDA:**

Mayor Bastian moved to approve the Agenda as amended:/submitted.

L1 Lexus

Seconded by Councilmember Koppen                      Ayes - all

**EA. APPOINTMENTS/PRESENTATIONS**

NONE

**F. CONSENT AGENDA:**

Councilmember Allenspach moved, seconded by Councilmember Carlson; 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>	\$ 91,875.17	Checks #6570-#6582 Dated 8-1-96 thru 8-7-96
	\$ 157,481.46	Checks #27248-#27372 Dated 8-13-96
	\$ 238,054.78	Checks #6583-#6607 Dated 8-8-96 thru 8-14-96
	<u>\$ 101,840.99</u>	Checks #27378-#27505 Dated 8-20-96
	\$ 589,252.40	Total Accounts Payable
<u>PAYROLL:</u>	\$ 273,975.51	Payroll Checks Dated 8-9-96
	<u>\$ 47,429.46</u>	Payroll Deduction Checks #53774-#53787 Dated 8-9-96
	\$ 322,404.97	Total Payroll
	<u>\$ 911,657.37</u>	GRAND TOTAL

**2. Disposal of Surplus Property**

Declared as surplus property and authorized disposal at state auction, the following units which have been replaced:

VEM Unit 614, 1986 Chevrolet, 1-ton, utility truck,  
S.N.1GBC34M8GJ166845860, mileage 78,500.  
VEM Unit 644, 1986 Chevrolet, 1-ton, park maintenance truck,  
S.N.1GBC34M8GJ166845, mileage 65,900.

**3. Safe & Sober 97 Grant Resolution**

Approved the following Resolution:

96 - 08 - 97

**SAFE AND SOBER GRANT RESOLUTION**

WHEREAS the National Highway Traffic Safety Administration, together with the Minnesota Department of Public Safety, under a program entitled Safe & Sober Communities, has called for grant proposals from law enforcement agencies for funds to increase seat belt usage and reduce incidents of impaired and unsafe driving within the community; and,

WHEREAS the City of Maplewood shares in the sorrow and sense of loss for its residents killed or injured in alcohol-related traffic accidents or through failure to use seat belts and child restraints; and,

WHEREAS the safety of the lives and property of residents and motorists in the City of Maplewood is a matter of concern to this City Council; and,

WHEREAS a prerequisite for Maplewood's participation in the Safe & Sober Communities program is passage of a resolution authorizing the Police Department to enter into an agreement with the Minnesota Department of Public Safety for this purpose;

NOW, THEREFORE, BE IT RESOLVED that the Maplewood Police Department is authorized to enter into a grant agreement with the Minnesota Department of Public Safety, Office of Traffic Safety, for the project entitled Safe & Sober Communities during the period from October 1, 1996, through September 30, 1997, and,

BE IT FURTHER RESOLVED that Chief of Police Kenneth V. Collins, Maplewood Police Department, is hereby authorized to execute such subsidiary agreements as are necessary to implement the project on behalf of the Maplewood Police Department.

**4. Schmelz Countryside Volkswagen Drainage**

Approved the agreement between the City and Countryside Volkswagen, Inc. regarding drainage from the dealership site.

**5. Bruegger's Fresh Bagel Bakery Donation to Nature Center**

Accepted with thanks a donation of \$448.00 from Bruegger's Fresh Bagel Bakery in Sunray Shopping Center and directed the Finance Director to apply the amount to the appropriate account.

**G. PUBLIC HEARINGS**

**1. 7:00 P.M.: Curve Street Right-of-Way Vacation (Frost to Summer Avenues) (AT&T)**

- a. Mayor Bastian convened the meeting for a public hearing regarding a proposal from AT&T Wireless Service to install a cellular-telephone tower facility behind Woodbury Mechanical's storage garage at 1899 Clarence Street.
- b. Manager McGuire introduced the staff report.
- c. Associate Planner Ekstrand presented the specifics of the report.
- d. Commissioner Jack Frost presented the Planning Commission report.
- e. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Peter Beck and Ted Olson of AT&T explained use of the cellular tower.

- g. Mayor Bastian closed the public hearing.
- h. Councilmember Koppen moved to table the request until the new ordinance is prepared.

**MOTION DIED FOR LACK OF A SECOND**

- i. Councilmember Carlson moved to deny the request to vacate a portion of the Curve Street right-of-way.

Seconded by Councilmember Allenspach                      Ayes - all

- j. Councilmember Carlson moved to deny the request to revise the Conditional Use Permit.

Seconded by Councilmember Allenspach                      Ayes - all

**H. AWARD OF BIDS**

**1. Van Dyke Mill & Overlay, Project 96-13**

- 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:

96 - 08 -

**AWARD OF BID - VAN DYKE MILL AND OVERLAY, PROJECT 96-13**

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of Ashbach Construction Company in the amount of \$63,907.40 is the lowest responsible bid for the construction of VanDyke Street Mill and Overlay, City Project 96-13, and the Mayor and Clerk are hereby authorized and directed to enter into a contract with said bidder for and on behalf of the City.

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

State Aid	<u>\$84,000.00</u>
Total	\$84,000.00

Seconded by Councilmember Rossbach                      Ayes - all

## I. UNFINISHED BUSINESS

### 1. Truth-in-Housing Code Change - Evaluator Licensing - 1st Reading

- a. Manager McGuire introduced the staff report.
- b. Associate Planner Roberts presented the specifics of the report.
- c. Boardmember Lorraine Fischer presented the recommendations of the Housing and Redevelopment Authority.
- d. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. No one appeared.
- e. Councilmember Rossbach moved to approve first reading of an Ordinance revising the Truth-in-Housing Code as it relates to licensing of evaluators.

Seconded by Councilmember Carlson

Ayes - all

## J. NEW BUSINESS

### 1. Watermain Petition, Bradley Street, South of Ripley

- 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. Mayor Bastian moved to table the watermain petition until staff holds a neighborhood informational meeting.

Seconded by Councilmember Allenspach

Ayes - all

### 2. Project 95-18: Schedule Assessment Hearing - Bellaire Avenue, Beam to Lydia

- 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:

**ORDERING ASSESSMENT ROLL HEARING: BELLAIRE AVENUE IMPROVEMENTS - PROJECT 95-18**

WHEREAS, the Clerk and the Engineer have, at the direction of the Council, prepared as assessment roll for the construction of Bellaire Avenue Improvements, City Project 95-18, and the said assessment is on file in the office of the City Clerk.

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

1. A hearing shall be held on the 9th day of September, 1996, at the City Hall at 7:00 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment,.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published in the official newspaper, at least two weeks prior to the hearing, and to mail notices to the owners of all property affected by said assessment.
3. The notice of hearing shall state the date, time and place of hearing, the general nature of the improvement, the area to be assessed, that the proposed assessment roll is on file with the Clerk and that written or oral objections will be considered.

Seconded by Councilmember Koppen

Ayes - all

**3. Revision to Animals & Fowl Ordinance - First Reading**

- a. Manager McGuire introduced the staff report.
- b. Director of Public Safety Collins 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 approve first reading of an ordinance revising the City's Animals and Fowl Ordinance.

Seconded by Councilmember Koppen

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

**4. Cash Connection Charge Policy**

- 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 adopt the following City Policy regarding charges for water and sewer cash connections:

#### I. PURPOSE AND NEED FOR POLICY

The City must have a standard method for applying cash connection charges to properties benefitted by sanitary sewer and water mains. Without a standard policy, cash connection charges may not be applied consistently, fairly and uniformly. It could result in loss of revenue from properties that benefit from sanitary sewer and water.

#### II. POLICY

The City shall, from time to time, adopt a standard front foot rate for sanitary sewer and water main cash connection charges. A standard rate will be representative of current average costs of installation. There may also be special cases where a property was not assessed under the original project and assessment objections were resolved with the understanding that a cash connection charge would be implemented if a connection were needed some time in the future. In these cases the cash connection charge would be calculated using the standard rates and the rates of the original assessment. The greater of these two amounts would be used for the cash connection charge. A cash connection charge would be levied against benefitted property regardless of whether the City constructed the utility in question.

#### III. PROCEDURE

1. The Engineering Division shall annually update the standard cash connection charge for sanitary sewer and water main.
2. The Engineering Division shall collect all available data identifying properties that may be required to pay a cash connection charge in the future. The data shall be organized in as useful a format as possible so that a wide range of employees have access to the material.
3. Cash connection charge data will be checked when public inquiries are made about specific properties.

#### IV. RESPONSIBILITY

The Engineering Division updates the policy and prepares the annual cash connection charge recommendations for adoption by the City Council.

#### V. AUTHORITY

Administrative implementation of the Policy, Minnesota State Statute 444.075.

Seconded by Councilmember Koppen

Ayes - all

**5. Storm Damage - Contingency Fund Request**

- 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. Mayor Bastian moved to authorize transfer of up to \$25,000 of the Contingency Fund for the purpose of paying for emergency costs related to the August 6, 1996 storm damage.

Seconded by Councilmember Carlson

Ayes - all

**6. Certification of Erosion Control Costs**

- 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. Mayor Bastian introduced the following Resolution and moved its adoption:

96 - 08 - 99

**CERTIFICATION OF EROSION CONTROL COSTS**

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the City Clerk is hereby authorized and directed to certify the auditor of Ramsey County the following erosion control costs for certification against the tax levy of said property owner for the year 1996, collectable in 1997, including interest at the rate of eight percent (8%) on the total amount for one year.

PIN 03-29-22-31-0013-8

\$4,565.00

Seconded by Councilmember Rossbach

Ayes - all

**7. Sign Ordinance Revision Update**

- a. Manager McGuire introduced the staff report.
- b. Associate Planner Ekstrand 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. Council directed staff to meet with businesses before any action is taken on revision of the City Sign Code.

**8. Land Use Protections around Priory Open Space Property**

- a. Manager McGuire introduced the staff report.
- b. Assistant City Manager Dawson presented the specifics of the report.
- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. The following was heard:

Dominic Ramacier, 865 Lakewood Drive, spoke in opposition to any development of Bradley Oaks subdivision

- d. Councilmember Carlson moved to approve the following alternatives:
  - 1. Allow the Bradley Oaks subdivision to develop with current environmental setback requirements, which meet the statutory standard of environmental protection, and to maintain close inspection during the grading and construction process in order to safeguard the sensitive environmental features.
  - 2. Obtain a professional property appraisal and attempt to acquire the undeveloped 7.2 acres of land in the Bradley Oaks subdivision, which is currently under one ownership.

Seconded by Councilmember Allenspach                      Ayes - all

**9. Sewer Backup Cleaning Services**

- 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 arrange a retainer/contract agreement for sewer backup cleaning service for sewer utility customers, and directed staff to prepare the policy for its implementation.

Seconded by Councilmember Koppen                      Ayes - all

**10. Gladstone Fire Department Proposed Agreement )**  
**11. Parkside Fire Department Proposed Agreement )**

- a. Manager McGuire presented the staff report and specific details of the proposed agreement.
- b. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. The following were heard:

Roger Jensen, Attorney representing Gladstone and Parkside  
Chief Steve Lukin, Gladstone Fire Department  
Chief Ed Leier, Parkside Fire Department

NO ACTION TAKEN

**12. City Code Revision, Late Charges for Utility Bills (First Reading)**

- a. Manager McGuire introduced the staff report.
- b. Assistant City Manager Dawson 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 Rossbach moved to approve first reading of an ordinance revising the City's Code governing late charges for utility bills.

Seconded by Mayor Bastian

Ayes - all

**13. Administrative Hearings and Sanctions for Code Violations (Second Reading)**

- a. Manager McGuire introduced the staff report.
- b. Assistant City Manager Dawson 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 Ordinance for second reading and moved its adoption:

**ORDINANCE NO. 759**

**AN ORDINANCE ADDING NEW SECTIONS ESTABLISHING  
A PROCEDURE FOR ENFORCING ADMINISTRATIVE OFFENSES**

THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MINNESOTA, DOES HEREBY ORDAIN:

The City Code of the City of Maplewood is hereby amended by adding Sections 19-52 to 19-61 to read as follows:

Sec. 19-52. Administrative Offenses. Purpose. Administrative offense procedures established pursuant to these sections are intended to provide the public and the City with an informal, cost effective, and expeditious alternative to traditional criminal charges and civil remedies for violations of certain ordinance provisions and license provisions. The procedures are intended to be voluntary on the part of those who have been charged with administrative offenses or license violations. At any time prior to the payment of the administrative penalty as is provided for hereafter, the individual may withdraw from participation in the procedures in which event the City may bring criminal charges in accordance with law or pursue civil remedies in accordance with the law. Likewise, the City, in its discretion, may choose not to initiate an administrative offense and may bring criminal charges in the first instance, in the event a party participates in the administrative offense procedures but does not pay the monetary penalty which may be imposed, the City will seek to collect the costs of the administrative offense procedures as part of a subsequent criminal sentence in the event the party is charged and is adjudicated

guilty of the criminal violation. In the event the party participates in administrative procedures but does not pay the monetary penalty which may be imposed, the City may also initiate civil action to collect a monetary penalty.

Sec. 19-53. Administrative Offenses Definitions. An administrative offense is a violation of any section of the Maplewood City Code or a violation of any Maplewood City License when one performs an act prohibited, or fails to act when such failure is thereby prohibited, and is subject to the penalties set forth in this Code and established by resolution.

Sec. 19-54. Notice. Any office of the Maplewood Police Department or any other person employed by the City, authorized in writing by the City Manager, and having authority to enforce this Code or enforce license provisions, shall, upon determining that there has been a violation, notify the violator, or in the case of a vehicular violation, attach to the vehicle a notice of the violation. Said notice shall set forth in the nature, date and time of violation, the name of the official issuing the notice, and the amount of the scheduled penalty.

Sec. 19-55. Payment. Once such notice is given, the alleged violator may, within seven (7) days of the time of issuance of the notice pay the amount set forth on the schedule of penalties for the violation, or correct the license violation or may request a hearing in writing, as provided for hereafter. The penalty may be paid in person or by mail and payment shall be deemed to be an admission of the violation.

Sec. 19-56. Hearing. Any person contenting the administrative offense pursuant to this Chapter may, within seven (7) days of the time of issuance of the notice, request a hearing by a hearing officer who shall forthwith conduct an informal hearing to determine if a violation has occurred. The hearing officer shall have authority to dismiss the violation or reduce or waive the penalty. If the violation is sustained by the hearing officer, the violator shall pay the penalty imposed. In the case of a license violation the hearing officer shall recommend to the Council suspension or revocation of the license or any other type of appropriate remedy including, but not limited to, monetary penalties.

Sec. 19-57. Hearing Officer. The City shall establish an independent hearing officer list. The hearing officer shall be selected from the list by the person requesting the hearing. In the event that individual is not available, another person shall be selected from the list. The hearing officer is authorized to hear and determine any controversy relating to the administrative offenses or license violations provided for in these sections. The hearing officer is authorized to hear and determine any controversy relating to administrative offenses provided for in these sections.

Sec. 19-58. Failure to Pay. In the event a party charged with an administrative offense fails to pay the penalty, a misdemeanor or petty misdemeanor charge may be brought against the alleged violator in accordance with applicable statutes, if the penalty is paid or if an individual is found not to have committed the administrative offense by the hearing officer, no such charge may be brought by the City for the same violation. In the event a party charged with license violation offenses fails to pay the penalty, then and in that event the City may exercise civil remedies.

Sec. 19-59. Disposition of Penalties. All penalties collected pursuant to these sections shall be paid to the City treasurer and may be deposited

in the City's general fund.

Sec. 19-60. Offenses and Penalties. Offenses which may be charged as administrative offenses and the penalties for such offense are to be established by resolution of the City Council from time to time. Copies of such resolution shall be maintained in the office of the City Manager.

Sec. 19-61. Subsequent Offenses. In the event a party is charged with a subsequent administrative offense within twelve (12) month period of paying an administrative penalty for the same or substantially similar offense, the subsequent administrative penalty shall be increased by twenty-five percent (25%) above the previous administrative penalty.

## II.

This Ordinance shall be in full force and effect from and after its passage and publication.

Seconded by Councilmember Koppen

Ayes - all

**K. VISITOR PRESENTATIONS**

**1. Kevin Berglund, 1929 Kingston Avenue**

- a. Mr. Berglund stated there was an error in the minutes of the August 5, 1996 Public Forum regarding Organized Collection.
- b. Council directed staff to make the appropriate correction.

**L. COUNCIL PRESENTATIONS**

**1. Lexus**

- a. Discussion was held regarding special drainage structures at the Lexus dealership site on Highway 61.

**M. ADMINISTRATIVE PRESENTATIONS**

NONE

**N. ADJOURNMENT OF MEETING**

9:27 P.M.

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Karen Guilfoile, City Clerk

## AGENDA REPORT

**TO:** City Council  
**FROM:** Finance Director *R. O. O'Neil*  
**RE:** APPROVAL OF CLAIMS  
**DATE:** September 3, 1996

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:

\$68,062.22	Checks #6608 thru #6624 dated 8-15-96 thru 8-21-96
\$120,020.12	Checks #27515 thru #27600 dated 8-27-96
\$186,138.50	Checks #6625 thru #6645 dated 8-22-96 thru 8-28-96
\$104,905.02	Checks #27605 thru #27702 dated 9-3-96
\$479,125.86	Total Accounts Payable

PAYROLL:

\$283,684.50	Payroll Checks dated 8-23-96
\$47,933.64	Payroll Deduction check #54008 thru #54020 dated 8-23-96
\$331,618.14	Total Payroll

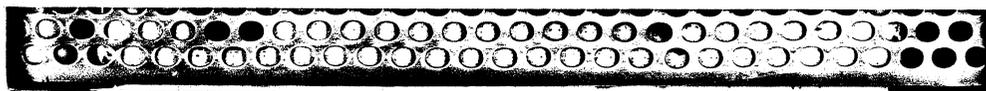
\$810,744.00 GRAND TOTAL

Attached is a detailed listing of these claims.

rb  
Attachments

CITY OF MAPLEWOOD  
 VOUCHER/CHECK REGISTER  
 FOR PERIOD 08

CK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6608	08/15/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	12,125.63	12,125.63
6609	08/15/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	755.00	755.00
6610	08/16/96	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	229.00	229.00
6611	08/16/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	657.00	657.00
6612	08/16/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	9,966.38	9,966.38
6613	08/19/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	16,161.50	16,161.50
6614	08/19/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	633.00	633.00
6615	08/19/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	100.00	100.00
6616	08/20/96	230400	EAGAN AUTO LICENSE	DEPUTY REGISTRAR TRAINING	20.00	20.00
6617	08/20/96	540860	MINN. DEPT. OF REVENUE	SALES TAX PAYABLE SALES TAX PAYABLE SALES TAX PBL. OUT OF STATE	13.00 2,052.00 21.00	2,086.00
6618	08/20/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	663.00	663.00
6619	08/20/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	8,402.25	8,402.25
6620	08/20/96	161250	CRDOKSTON, JOSEPH	MUSICAL PERFORMER FOR MSNC	975.00	975.00
6621	08/20/96	701400	PARTY TIME LIQUOR	PROGRAM SUPPLIES	142.55	142.55
6622	08/21/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	13,930.53	13,930.53
6623	08/21/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	580.50	580.50
6624	08/21/96	140700	COLEMAN, MELINDA	PROGRAM SUPPLIES	634.88	634.88
27515	08/27/96		CHEMAN CONST.	REFUND ESCROW 1193 FRISBIE AVE REFUND ESCROW 1193 FRISBIE AVE	1,000.00 22.60	1,022.60
27516	08/27/96		DEAN R JOHNSON CONST.	REFUND ESCROW 897 STERLING ST REFUND ESCROW 897 STERLING ST	1,000.00 10.68	1,010.68
27517	08/27/96		HEARTLAND HOMES	REFUND ESCROW 3047 EDWARD ST REFUND ESCROW 3047 EDWARD ST	1,000.00 8.77	1,008.77
27518	08/27/96		BRUNN CONSTRUCTION	REFUND ESCROW 3064 EDWARD ST N REFUND ESCROW 3064 EDWARD ST N	1,000.00 8.36	1,008.36
27519	08/27/96		WEIGEL, ELAINE	REFUND - PROGRAMS	3.00	3.00
27520	08/27/96		CEPRESS, STEVE	REFUND - TOURNAMENT REGIS	110.00	110.00



CITY OF MAPLEWOOD  
VOUCHER/CHECK REGISTER  
FOR PERIOD 08

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
27521	08/27/96		DANIELSON, BILL	REFUND - TOURNAMENT REGIS	110.00	110.00
27522	08/27/96		MICHEL, ROBERT	REFUND - TOURNAMENT REGIS	110.00	110.00
27523	08/27/96		HATHAWAY, BARBARA	REFUND - TOURNAMENT REGIS	110.00	110.00
27524	08/27/96		DENNY'S DO IT ALL SERVICE	REFUND - TOURNAMENT REGIS	110.00	110.00
27525	08/27/96		WALEY, THOMAS E.	REFUND - TOURNAMENT REGIS	55.00	55.00
27526	08/27/96		KOLL, CHAD J.	REFUND - TOURNAMENT REGIS	55.00	55.00
27527	08/27/96		CORCORAN, KRISTIN	REFUND - TOURNAMENT REGIS	110.00	110.00
27528	08/27/96		SWENSON, MAURICE A.	REFUND - TOURNAMENT REGIS	110.00	110.00
27529	08/27/96		ROMERO, DEBORAH	REFUND - TOURNAMENT REGIS	110.00	110.00
27530	08/27/96		CLEMENS, ROBERT D. JR.	REFUND - TOURNAMENT REGIS	110.00	110.00
27531	08/27/96		LILJEDAHL, VANCE	REFUND - TOURNAMENT REGIS	110.00	110.00
27532	08/27/96		CECKO, MELODY	REFUND - SOCCER REGIS	30.00	30.00
27533	08/27/96		RUBBERT, JANICE	REFUND - YOUTH SOCCER REGIS	35.00	35.00
27534	08/27/96		MAHMOOD, SUE	REFUND - SOFTBALL CONDUCT DEP	65.00	65.00
27535	08/27/96		DEROSA, MIKE	REFUND - SPORTS BASH FEE	20.00	20.00
27536	08/27/96		CHENAN CONST.	REFUND ESCROW 1217 FRISBIE AVE	1,000.00	
				REFUND ESCROW 1217 FRISBIE AVE	18.90	
				REFUND ESCROW 1225 FRISBIE AVE	1,000.00	
				REFUND ESCROW 1225 FRISBIE AVE	35.98	2,054.88
27537	08/27/96		AMERICAN ESTATE HOMES	REFUND ESCROW 2545 HILLWOOD DR	4,200.00	
				REFUND ESCROW 2545 HILLWOOD DR	153.97	4,353.97
27538	08/27/96	010465	A T & T	DIGITAL PAGER	5.00	5.00
27539	08/27/96	020410	AIRTOUCH CELLULAR	TELEPHONE	123.69	123.69
27540	08/27/96	021200	AMERICAN FASTENER OF MN, INC.	MAINTENANCE MATERIALS	252.28	252.28
27541	08/27/96	030950	APOLLO EQUIPMENT & LEASING INC	MAINTENANCE MATERIALS	333.35	
				STANLEY POST DRIVER & PULLER	3,897.90	4,231.25
27542	08/27/96	041400	ASPEN EQUIPMENT, CO.	REPAIRS & MTNCE./EQUIPMENT	254.58	254.58
27543	08/27/96	060420	BACK TO BASICS TOYS	PROGRAM SUPPLIES	63.75	63.75

CITY OF MAPLEWOOD  
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CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
27544	08/27/96	061000	BANICK, JOHN	TRAVEL & TRAINING	174.00	174.00
27545	08/27/96	061600	BARR ENGINEERING CO.	95-12 OUTSIDE ENG FEES	764.50	764.50
27546	08/27/96	071450	RIFFS	PROGRAM SUPPLIES	94.52	94.52
27547	08/27/96	110390	CAPITOL RUBBER STAMP COMPANY	SUPPLIES - OFFICE	45.23	45.23
27548	08/27/96	110850	CATCO	REPAIR & MAINT/VEHICLE	251.71	251.71
27549	08/27/96	150200	COLLINS, KENNETH V.	SUPPLIES - EQUIPMENT	100.00	100.00
27550	08/27/96	161000	CRAGUN'S CONFERENCE CENTER	TRAVEL & TRAINING	172.23	172.23
27551	08/27/96	180100	D.C.A., INC.	DENTAL CLAIMS CK RUN 8-16-96	4,955.03	4,955.03
27552	08/27/96	220300	DUNN, ALICE	TRAVEL & TRAINING	114.96	
				TRAVEL & TRAINING	17.64	
				TRAVEL & TRAINING	21.10	153.70
27553	08/27/96	230900	EASTMAN KODAK COMPANY	DUPLICATING COSTS	168.65	
				DUPLICATING COSTS	5.90	
				DUPLICATING COSTS	105.39	
				DUPLICATING COSTS	238.22	
				DUPLICATING COSTS	153.00	
				DUPLICATING COSTS	79.73	
				DUPLICATING COSTS	394.52	
				DUPLICATING COSTS	226.83	1,372.24
27554	08/27/96	250400	EVERGREEN LAND SERVICES	89-21 CONSTRUCTION COSTS	867.29	
				89-21 CONSTRUCTION COSTS	375.43	1,242.72
27555	08/27/96	250440	EXT, INC.	PROGRAM SUPPLIES	5,694.15	
				SALES TAX PBL. OUT OF STATE	364.65	
				BINS	280.50	5,610.00
27556	08/27/96	260286	FAMILY SERVICE, INC.	CURFEW CENTER	500.00	500.00
27557	08/27/96	260450	FEED-RITE CONTROLS INC.	EQUIP FOR CHEMICAL CONVERSION	3,444.43	3,444.43
27558	08/27/96	280800	JOHN FRASER	TRAVEL & TRAINING	672.98	672.98
27559	08/27/96	300500	G & K SERVICES	UNIFORMS & CLOTHING	70.16	
				UNIFORMS & CLOTHING	72.47	
				UNIFORMS & CLOTHING	43.24	
				UNIFORMS & CLOTHING	59.91	
				UNIFORMS & CLOTHING	72.47	
				UNIFORMS & CLOTHING	43.24	361.49
27560	08/27/96	320281	GRANDMA'S BAKERY, INC.	PROGRAM SUPPLIES	16.75	
				PROGRAM SUPPLIES	13.75	

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CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				PROGRAM SUPPLIES	13.75	
				PROGRAM SUPPLIES	13.75	
				PROGRAM SUPPLIES	13.75	
				PROGRAM SUPPLIES	13.75	
				PROGRAM SUPPLIES	16.75	102.25
27561	08/27/96	330395	HARTLEY ASSOCIATES	LOCAL RECWARE TRAINER	3,087.50	
				LOCAL RECWARE TRAINER	585.00	3,672.50
27562	08/27/96	430350	KNOX LUMBER CO #212	MAINTENANCE MATERIALS	31.52	31.52
27563	08/27/96	430970	KRECH'S BUSINESS SYSTEMS, INC.	REPAIRS & MTNCE./EQUIPMENT	507.88	507.88
27564	08/27/96	459530	LAW ADVISORY GROUP, INC.	TRAVEL & TRAINING	405.00	405.00
27565	08/27/96	490500	LUNDSTEN, LANCE	TRAVEL & TRAINING	6.00	
				TRAVEL & TRAINING	10.63	16.63
27566	08/27/96	511150	MARKO AUTO SERVICE, INC.	REPAIR & MAINT/VEHICLE	985.41	985.41
27567	08/27/96	511750	MAUTZ PAINT CO.	MISCELLANEOUS COMMODITIES	347.19	
				SUPPLIES - EQUIPMENT	319.45	666.64
27568	08/27/96	551700	MN REC. & PARK ASSOCIATION	MAILING LABELS	13.60	13.60
27569	08/27/96	551900	MN STATE BAR ASSOC.	TRAVEL & TRAINING	195.00	
				TRAVEL & TRAINING	195.00	
				TRAVEL & TRAINING	195.00	
				TRAVEL & TRAINING	195.00	975.00
27570	08/27/96	570090	MOGREN BROS.	MAINTENANCE MATERIALS	165.66	
				MAINTENANCE MATERIALS	112.89	278.55
27571	08/27/96	630910	NATIONWIDE ADVERTISING SERVICE	PUBLISHING	329.00	329.00
27572	08/27/96	660800	NORTH ST. PAUL CITY OF	AUG UTILITIES	1,616.67	
				AUG UTILITIES	386.44	
				AUG UTILITIES	218.29	2,221.40
27573	08/27/96	661108	NORTH STAR WIPER & INDUSTRIAL	SUPPLIES - EQUIPMENT	37.98	37.98
27574	08/27/96	661175	NORTHERN AIR CORP	REPAIRS & MTNCE./EQUIPMENT	121.00	121.00
27575	08/27/96	661755	NORTHERN STATES POWER	UTILITIES 1200	4.71	
				UTILITIES 1830	7,319.28	
				UTILITIES 98	98.19	
				UTILITIES 1677	97.77	
				UTILITIES 2258	143.11	
				UTILITIES 2516	8.58	
				UTILITIES 2701	8.25	

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VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				UTILITIES 2725	126.84	
				UTILITIES 2880	139.26	
				UTILITIES 063	38.82	
				UTILITIES 700	36.16	
				UTILITIES 2287	1,822.12	
				UTILITIES 2100	13,609.62	23,452.71
27576	08/27/96	700490	PLH INTERNATIONAL CORP.	CHEMICALS	70.68	70.68
27577	08/27/96	700675	PAKOY, GENE	MECHANICAL INSPECTIONS	21,272.83	
				MECHANICAL INSPECTIONS	21,272.83-	
				MECHANICAL INSPECTIONS	17,018.26	17,018.26
27578	08/27/96	712115	POLAR CHEVROLET GEO	REPAIR & MAINT/VEHICLE	244.28	244.28
27579	08/27/96	720762	PRECISION LANDSCAPE & TREE INC	TREE & STUMP REMOVAL	1,009.85	1,009.85
27580	08/27/96	729200	QUEBLD	PROGRAM SUPPLIES	63.12	63.12
27581	08/27/96	741600	RAMSEY COUNTY	DATA PROCESSING JULY 96	315.14	
				DATA PROCESSING JULY 96	7.88	323.02
27582	08/27/96	742120	RAMSEY COUNTY	STRIPE CITY STREETS	6,486.79	
				STREET STRIPING	440.00	
				STRIPE CITY STREETS	609.79	7,536.58
27583	08/27/96	750600	RENNIX CORPORATION	SUPPLIES - VEHICLE	548.57	548.57
27584	08/27/96	761300	ROADRUNNER	CHIPPER KNIFE DELIVERY	21.10	
				PICKUP & DELIVERY SERVICE	9.65	30.75
27585	08/27/96	780300	S&T OFFICE PRODUCTS INC.	SUPPLIES - OFFICE	133.49	
				SUPPLIES - OFFICE	47.12	
				SUPPLIES - OFFICE	42.21	
				SUPPLIES - OFFICE	71.02	293.84
27586	08/27/96	820100	SIERRA DIGITAL, INC.	RECWARE PRO SOFTWARE PACKAGES	3,515.64	
				ANNUAL SOFTWARE SUBSCRIPTION	3,515.63	
				SALES TAX PBL. OUT OF STATE	361.27-	6,670.00
27587	08/27/96	830250	SOKKIA MEASURING SYSTEMS	SUPPLIES - EQUIPMENT	479.25	
				SUPPLIES - EQUIPMENT	31.95	511.20
27588	08/27/96	831505	SPECIALTY RADIO SERVICES	REPAIR & MAINT/RADIO	42.61	
				REPAIR & MAINT/RADIO	88.40	131.01
27589	08/27/96	831670	ST.CROIX LESSON CENTER	HORSEBACK RIDING FEE	2,295.00	2,295.00
27590	08/27/96	840405	ST. PAUL, CITY OF	LAB SERVICES APRIL & MAY	312.00	312.00
27591	08/27/96	840800	ST.PAUL RAMSEY MEDICAL CENTER	SUPPLIES - EQUIPMENT	1,907.08	

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VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				SUPPLIES - EQUIPMENT	2,511.92	4,419.00
27592	08/27/96	842450	STATE CHEMICAL MANUFACTURING	CHEMICALS	146.70	146.70
27593	08/27/96	843575	STREICHER'S PROF. POLICE EQUIP	UNIFORMS & CLOTHING	15.10	15.10
27594	08/27/96	850340	SUMMIT INSPECTION SERVICES LTD	DEFERRED REVENUE ELEC.PERMIT ELECTRIC PERMIT FEES FEES FOR SERVICE	8,101.00 8,101.00- 6,480.80	6,480.80
27595	08/27/96	850750	SWANSON, LYLE	VEHICLE ALLOWANCE VEHICLE ALLOWANCE VEHICLE ALLOWANCE VEHICLE ALLOWANCE	8.45 8.45 11.20 11.20	39.30
27596	08/27/96	851575	SYSTEMS SUPPLY, INC.	SUPPLIES - OFFICE	51.44	51.44
27597	08/27/96	860080	T.A. SCHIFSKY & SONS, INC	VARIOUS BITUMINOUS MATERIAL	778.20	778.20
27598	08/27/96	860650	TARGET STORES-CPC, A/R	PROGRAM SUPPLIES PROGRAM SUPPLIES	24.58 18.17	42.75
27599	08/27/96	880675	TROPHIES UNLIMITED	PROGRAM SUPPLIES	95.05	95.05
27600	08/27/96	881000	TURNQUIST INC.	SUPPLIES - JANITORIAL	408.96	408.96
				TOTAL CHECKS		188,082.34

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VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
27544	08/27/96	061000	BANICK, JOHN	TRAVEL & TRAINING	174.00	174.00
27545	08/27/96	061600	BARR ENGINEERING CO.	95-12 OUTSIDE ENG FEES	764.50	764.50
27546	08/27/96	071450	BIFFS	PROGRAM SUPPLIES	94.52	94.52
27547	08/27/96	110390	CAPITOL RUBBER STAMP COMPANY	SUPPLIES - OFFICE	45.23	45.23
27548	08/27/96	110850	CATCO	REPAIR & MAINT/VEHICLE	251.71	251.71
27549	08/27/96	150200	COLLINS, KENNETH V.	SUPPLIES - EQUIPMENT	100.00	100.00
27550	08/27/96	181000	CRABON'S CONFERENCE CENTER	TRAVEL & TRAINING	172.23	172.23
27551	08/27/96	180100	D.C.A., INC.	DENTAL CLAIMS CK RUN 8-16-96	4,955.03	4,955.03
27552	08/27/96	220300	DUNN, ALICE	TRAVEL & TRAINING	114.96	
				TRAVEL & TRAINING	17.64	
				TRAVEL & TRAINING	21.10	153.70
27553	08/27/96	230900	EASTMAN KODAK COMPANY	DUPLICATING COSTS	168.63	
				DUPLICATING COSTS	5.90	
				DUPLICATING COSTS	105.39	
				DUPLICATING COSTS	238.22	
				DUPLICATING COSTS	153.00	
				DUPLICATING COSTS	79.73	
				DUPLICATING COSTS	394.52	
				DUPLICATING COSTS	226.83	1,372.24
27554	08/27/96	250400	EVERGREEN LAND SERVICES	89-21 CONSTRUCTION COSTS	867.29	
				89-21 CONSTRUCTION COSTS	375.43	1,242.72
27555	08/27/96	250440	EXT, INC.	PROGRAM SUPPLIES	5,694.15	
				SALES TAX PRL. OUT OF STATE	364.65	
				BINS	280.50	5,610.00
27556	08/27/96	260286	FAMILY SERVICE, INC.	CURFEN CENTER	500.00	500.00
27557	08/27/96	260450	FEED-RITE CONTROLS INC.	EQUIP FOR CHEMICAL CONVERSION	3,444.43	3,444.43
27558	08/27/96	280800	JOHN FRASER	TRAVEL & TRAINING	672.98	672.98
27559	08/27/96	300500	G & K SERVICES	UNIFORMS & CLOTHING	70.16	
				UNIFORMS & CLOTHING	72.47	
				UNIFORMS & CLOTHING	43.24	
				UNIFORMS & CLOTHING	59.91	
				UNIFORMS & CLOTHING	72.47	
				UNIFORMS & CLOTHING	43.24	361.49
27560	08/27/96	320281	GRANDMA'S BAKERY, INC.	PROGRAM SUPPLIES	16.75	
				PROGRAM SUPPLIES	15.75	

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VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				PROGRAM SUPPLIES	13.75	
				PROGRAM SUPPLIES	13.75	
				PROGRAM SUPPLIES	13.75	
				PROGRAM SUPPLIES	13.75	102.25
				PROGRAM SUPPLIES	16.75	
27561	08/27/96	330395	HARTLEY ASSOCIATES	LOCAL RECWARE TRAINER	3,087.50	3,672.50
				LOCAL RECWARE TRAINER	585.00	
27562	08/27/96	430350	KNOX LUMBER CO #212	MAINTENANCE MATERIALS	31.52	31.52
27563	08/27/96	430970	KRECH'S BUSINESS SYSTEMS, INC.	REPAIRS & MTNCE./EQUIPMENT	507.88	507.88
27564	08/27/96	489530	LAW ADVISORY GROUP, INC.	TRAVEL & TRAINING	405.00	405.00
27565	08/27/96	490500	LUNDSTEN, LANCE	TRAVEL & TRAINING	6.00	16.63
				TRAVEL & TRAINING	10.63	
27566	08/27/96	511150	MARKO AUTO SERVICE, INC.	REPAIR & MAINT/VEHICLE	985.41	985.41
27567	08/27/96	511750	MAUTZ PAINT CO.	MISCELLANEOUS COMMODITIES	347.19	666.64
				SUPPLIES - EQUIPMENT	319.45	
27568	08/27/96	551700	MN REC. & PARK ASSOCIATION	MAILING LABELS	13.60	13.60
27569	08/27/96	551900	MN STATE BAR ASSOC.	TRAVEL & TRAINING	195.00	
				TRAVEL & TRAINING	195.00	
				TRAVEL & TRAINING	195.00	
				TRAVEL & TRAINING	195.00	975.00
				TRAVEL & TRAINING	195.00	
27570	08/27/96	570090	MOGREN BROS.	MAINTENANCE MATERIALS	165.66	278.55
				MAINTENANCE MATERIALS	112.89	
27571	08/27/96	630910	NATIONWIDE ADVERTISING SERVICE	PUBLISHING	329.00	329.00
27572	08/27/96	660800	NORTH ST. PAUL CITY OF	AUG UTILITIES	1,616.67	
				AUG UTILITIES	386.44	2,221.40
				AUG UTILITIES	218.29	
27573	08/27/96	661108	NORTH STAR WIPER & INDUSTRIAL	SUPPLIES - EQUIPMENT	37.98	37.98
27574	08/27/96	661175	NORTHERN AIR CORP	REPAIRS & MTNCE./EQUIPMENT	121.00	121.00
27575	08/27/96	661755	NORTHERN STATES POWER	UTILITIES 1200	4.71	
				UTILITIES 1830	7,319.28	
				UTILITIES 98	98.19	
				UTILITIES 1677	97.77	
				UTILITIES 2258	143.11	
				UTILITIES 2516	8.58	
				UTILITIES 2701	8.25	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6625	08/22/96	140520	COFFEE LOFT	PROGRAM SUPPLIES	22.50	22.50
6626	08/22/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	605.25	605.25
6627	08/22/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	10,154.50	10,154.50
6628	08/22/96		SPRIEGL, KATHLEEN	REFUND - LIFE INS JULY & AUG REFUND - ADMIN FEE JULY & AUG	12.36 .24	12.60
6629	08/23/96	190400	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	162.00	162.00
6630	08/23/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	547.25	547.25
6631	08/23/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	12,008.63	12,008.63
6632	08/23/96	722200	P.E.R.A.	PERA 8-9-96 KOPPEN PERA 8-9-96 KOPPEN	15.49 15.49	30.98
6633	08/23/96	722200	P.E.R.A.	8/9/96 P/R DEDUCTION 8/9/96 P/R DEDUCTION	13,134.14 16,655.59	29,789.73
6634	08/23/96	081100	BODINE, RENEE	SUPPLIES - JANITORIAL PROGRAM SUPPLIES SMALL TOOLS REPLENISH PETTY CASH PROGRAM SUPPLIES TRAVEL & TRAINING PROGRAM SUPPLIES PROGRAM SUPPLIES TRAVEL & TRAINING PROGRAM SUPPLIES SUPPLIES - EQUIPMENT REPLENISH PETTY CASH SUPPLIES - EQUIPMENT REPLENISH PETTY CASH SUPPLIES - OFFICE PROGRAM SUPPLIES SUPPLIES - OFFICE POSTAGE PROGRAM SUPPLIES MISCELLANEOUS COMMODITIES POSTAGE PROGRAM SUPPLIES POSTAGE REPLINISH PETTY CASH	7.76 19.28 9.17 10.11 1.60 5.00 4.26 21.60 10.00 9.28 1.27 19.68 2.12 16.57 5.96 7.55 27.68 .64 6.49 2.12 10.75 23.05 17.61 10.11	249.66
6635	08/26/96	662251	NORWEST BANK MINNESOTA	8/23/96 P/R DEDUCTION 8/23/96 P/R DEDUCTION 8/23/96 P/R DEDUCTION	15,096.20 30,658.67 15,096.20	60,851.07
6636	08/26/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	523.50	523.50

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6637	08/26/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	13,009.38	13,009.38
6638	08/26/96	550150	MIN BENEFIT ASSOCIATION	AUGUST PREMIUM	77.74	77.74
6639	08/26/96	943500	WISCONSIN DEPT. OF REVENUE	WI SWT AUG 96	645.73	645.73
6640	08/27/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	12,487.25	12,487.25
6641	08/27/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	619.50	619.50
6642	08/28/96	541400	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	759.50	759.50
6643	08/28/96	541400	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	12,759.75	12,759.75
6644	08/28/96	722200	P.E.R.A.	PERA 8/23/96	15.49	
				PERA 8/23/96	15.49	30.98
6645	08/28/96	722200	P.E.R.A.	8/23/96 P/R DEDUCTION	13,559.54	
				8/23/96 P/R DEDUCTION	17,231.46	30,791.00
27605	09/03/96		AMERICAN ESTATE HOMES	REFUND ESCROW 712 STERLING STS	1,000.00	
				REFUND ESCROW 712 STERLING STS	21.51	1,021.51
27606	09/03/96		CUSTOM REFRIGERATION	REFUND - OVERCHARGE ON C53547	54.90	54.90
27607	09/03/96		WESTIN, LUSILA	REFUND - SWIM LESSON	54.00	54.00
27608	09/03/96		DEMMA, CHARLES	REFUND - OVERPMT ACCT 605039	9.00	9.00
27609	09/03/96		CAINES, ELSA	REFUND - DUP PMT ACCT 603112	47.83	47.83
27610	09/03/96		CLARKSON, TINA	REFUND - GRASSHOPPER RACE	3.00	3.00
27611	09/03/96		FARIAN, MEEGAN	REFUND - DEPOSIT FOR RENTAL	225.00	225.00
27612	09/03/96		DAHL, PATRICIA	REFUND - MEMBERSHIP	150.00	150.00
27613	09/03/96		JOHNSON, DALE	REFUND - MEMBERSHIP	78.10	78.10
27614	09/03/96		FIGG, SUE	REFUND - SOCCER REGIS	52.00	52.00
27615	09/03/96		DYKEMA, ELAINE	REFUND - SOCCER REGIS	27.00	27.00
27616	09/03/96		KORTUS, WILLIAM J.	REFUND - SAC 1050 MCKNIGHT S.	900.00	900.00
27617	09/03/96		VARIETY HOMES	REFUND ESCROW 351 BELMONT LN	1,000.00	
				REFUND ESCROW 351 BELMONT LN	33.29	1,033.29
27618	09/03/96		AMERICAN ESTATE HOMES	REFUND ESCROW 2553 HILLWOOD DR	1,000.00	
				REFUND ESCROW 2553 HILLWOOD DR	30.00	1,030.00

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
27619	09/03/96	010464	A T & T WIRELESS SERVICES	CELLULAR PHONE CHARGES	67.56	
				CELLULAR PHONE CHARGES	63.65	
				CELLULAR PHONE CHARGES	21.82	
				CELL PHONES	188.62	341.65
27620	09/03/96	010465	A T & T	DIGITAL PAGER MIS	10.37	
				PAGER RENTAL/SERVICE	21.30	31.67
27621	09/03/96	010466	A T & T	MODEM - MIS	5.46	
				MODEM CALLS P WORKS	6.50	11.96
27622	09/03/96	010575	ACE HARDWARE	SUPPLIES - JANITORIAL	427.93	
				SUPPLIES - JANITORIAL	126.98	554.91
27623	09/03/96	020870	ALLIED MEDICAL ACCOUNT CONTROL	COMMISSION COLLECTION AGENCY	426.00	426.00
27624	09/03/96	021250	AMERICAN LINEN SUPPLY	MAT SERVICE	13.85	
				MAT SERVICE	22.47	
				MAT SERVICE	25.88	62.20
27625	09/03/96	031800	APPLIED MICROCOMPUTER SYSTEMS	HYDROCAD DELUXE SUPPORT PLAN	240.00	240.00
27626	09/03/96	040850	ARMDOM DISTRIBUTING CO.	SUPPLIES - EQUIPMENT	297.58	297.58
27627	09/03/96	040915	ARNALS AUTO SERVICE	REPAIR & MAINT/VEHICLE	354.39	
				REPAIR & MAINT/VEHICLE	58.26	412.65
27628	09/03/96	041400	ASPEN EQUIPMENT, CO.	OUTSIDE RENTAL - EQUIPMENT	798.75	798.75
27629	09/03/96	061100	BANNIGAN & KELLY P.A.	JULY SERVICES	20,725.26	20,725.26
27630	09/03/96	061180	BARBER CONSTRUCTION CO., INC.	ASPHALT OVERLAY	4,732.00	4,732.00
27631	09/03/96	061800	BATTERIES PLUS	REPAIR & MAINT/VEHICLE	50.04	50.04
27632	09/03/96	061906	BAUER BUILT	SUPPLIES - VEHICLE	74.18	74.18
27633	09/03/96	071200	BEST BUY CO.	SUPPLIES - OFFICE	122.44	
				SUPPLIES - EQUIPMENT	37.26	159.70
27634	09/03/96	071426	BETTENDORF ROHRER KNOCHE INC.	APPRAISAL POTENTIAL OPEN SPACE	1,800.00	1,800.00
27635	09/03/96	101920	BUTTONWORKS	MDSE. FOR RESALE	322.70	322.70
27636	09/03/96	151970	CONTROLLED ACCESS, INC.	SUPPLIES - EQUIPMENT	10.96	
				SALES TAX PBL. OUT OF STATE	10.96	
				SUPPLIES - EQUIPMENT	168.54	168.54
27637	09/03/96	152510	CORNER, BILL AND AMY	PUBLISHING	1,350.00	1,350.00
27638	09/03/96	161130	CRAMER BUILDING SERVICES	REPAIRS & MTNCE./EQUIPMENT	184.63	184.63

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
27639	09/03/96	200525	DICK BLICK	SUPPLIES - OFFICE	80.73	80.73
27640	09/03/96	231800	ELECTRIC MOTOR REPAIR, INC.	REPAIR & MAINT/BUILDINGS	219.63	219.63
27641	09/03/96	240150	ELSMORE AQUATIC	MDSE. FOR RESALE	329.15	329.15
27642	09/03/96	240375	EMERGENCY APPARATUS MAINT.	REPAIR & MAINT/VEHICLE REPAIR & MAINT/VEHICLE	458.06 551.68	1,009.74
27643	09/03/96	250300	ESS BROTHERS & SONS INC.	REPAIR & MAINT/UTILITY	2,960.70	2,960.70
27644	09/03/96	260400	FAUST, DANIEL	BOOKS	51.50	51.50
27645	09/03/96	260450	FEED-RITE CONTROLS INC.	REPAIRS & MTNCE./EQUIPMENT	26.63	26.63
27646	09/03/96	300500	G & K SERVICES	UNIFORMS & CLOTHING UNIFORMS & CLOTHING	13.85 13.85	27.70
27647	09/03/96	310260	GOODYEAR	REPAIR & MAINT/VEHICLE REPAIR & MAINT/VEHICLE REPAIR & MAINT/VEHICLE REPAIR & MAINT/VEHICLE	296.84 155.95 311.91 311.91	1,076.61
27648	09/03/96	310710	GOPHER STATE ONE-CALL, INC.	JULY 96 SERVICE	98.00	98.00
27649	09/03/96	320266	GRAINGER	SUPPLIES - EQUIPMENT SUPPLIES - EQUIPMENT SMALL TOOLS SUPPLIES - EQUIPMENT	197.19 27.80 260.91 116.20	602.10
27650	09/03/96	320281	GRANDMA'S BAKERY, INC.	BIRTHDAYS/CAKES BIRTHDAYS/CAKE PROGRAM BIRTHDAY CAKES BIRTHDAYS/CAKE PROGRAM BIRTHDAY CAKES BIRTHDAYS/CAKES BIRTHDAYS/CAKE PROGRAM BIRTHDAYS CAKES BIRTHDAYS/ CAKE BIRTHDAY CAKES PROG. BIRTHDAYS/CAKE	13.75 13.75 13.75 13.75 13.75 13.75 13.75 13.75 13.75 13.75 13.75	151.25
27651	09/03/96	320520	GRUBER'S POWER EQUIPMENT	REPAIRS & MTNCE./EQUIPMENT	56.88	56.88
27652	09/03/96	330200	HAMERNICK DECORATING CENTER	MISCELLANEOUS COMMODITIES	68.06	68.06
27653	09/03/96	340110	HEJNY RENTALS, INC	OUTSIDE RENTAL - EQUIPMENT FUEL & OIL	136.20 18.11	154.31
27654	09/03/96	400950	JEANE THORNE TEMPORARY SERVICE	TEMP SERVICES SECY MGRS OFFICE	105.56	105.56

CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
27655	09/03/96	430400	KOCH MATERIALS COMPANY	SALES TAX ON H.F.M.S. OIL	7.00	7.00
27656	09/03/96	460452	LEAGUE OF MINN. CITIES	TRAVEL & TRAINING	44.00	88.00
				TRAVEL & TRAINING	44.00	
27657	09/03/96	500650	M.R.P.A.	REGIONAL/ST TOURN BERTHS	440.00	440.00
27658	09/03/96	510100	MAPLE LEAF OFFICIALS ASSN.	FMT ADULT SPORTS OFFICIALS	8,369.00	8,369.00
27659	09/03/96	511060	MARDON INK	AEROBIC MAILING CENTER OF ATTENTION PUBLISHING	433.00 369.35	802.35
27660	09/03/96	511150	MARKO AUTO SERVICE, INC.	REPAIR & MAINT/VEHICLE	218.80	218.80
27661	09/03/96	530500	MEWARDS	MAINTENANCE MATERIALS	140.36	163.09
				MAINTENANCE MATERIALS	6.77	
				SMALL TOOLS	15.96	
27662	09/03/96	530730	METRO ATHLETIC SUPPLY	PROGRAM SUPPLIES	79.88	79.88
27663	09/03/96	531400	METRO SALES INC.	SUPPLIES - EQUIPMENT	523.98	618.98
				SERVICE CALL & REPAIR	95.00	
27664	09/03/96	531660	METROPOLITAN COUNCIL	SAC FOR JULY 96	11,700.00	11,583.00
				SAC FOR JULY 96	117.00	
27665	09/03/96	540175	MIDWEST COCA-COLA BOTTLING CO.	MDSE. FOR RESALE	257.90	257.90
27666	09/03/96	542130	MINNESOTA ELEVATOR, INC.	SUPPLIES - EQUIPMENT	31.60	31.60
27667	09/03/96	570050	MOBILE EMERGENCY SYSTEMS, INC.	REPAIR & MAINT/VEHICLE	189.00	1,055.00
				REPAIR & MAINT/VEHICLE	650.00	
				REPAIR & MAINT/VEHICLE	216.00	
27668	09/03/96	570112	MOORE BUSINESS PRODUCTS DIV	SUPPLIES - OFFICE	287.95	287.95
27669	09/03/96	661175	NORTHERN AIR CORP	COMPRESSOR REPAIR	422.60	422.60
27670	09/03/96	661181	NORTHERN AIRGAS	SUPPLIES - EQUIPMENT	110.47	552.30
				SUPPLIES - EQUIPMENT	441.83	
27671	09/03/96	661755	NORTHERN STATES POWER	UTILITIES 1380	5,307.50	
				UTILITIES 1380	28.42	
				UTILITIES 1810	520.03	
				UTILITIES 1902	24.56	
				UTILITIES 1540	3.14	
				UTILITIES 1600	4.71	
				UTILITIES 1975	3.14	
				UTILITIES 2268	4.40	
				UTILITIES 2739	3.14	
				UTILITIES 345	107.06	

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				UTILITIES 510	85.11	
				UTILITIES 980	27.16	
				UTILITIES 1315	144.39	
				UTILITIES 1457	10.61	
				UTILITIES 1501	111.95	
				UTILITIES 1698	44.96	
				UTILITIES 1751	153.16	
				UTILITIES 1775	141.17	
				UTILITIES 1839	90.92	
				UTILITIES 1850	125.28	
				UTILITIES 1910	147.82	
				UTILITIES 1981	145.38	
				UTILITIES 2251	117.36	
				UTILITIES 2276	28.74	
				UTILITIES 2290	11.34	
				UTILITIES 2358	108.92	
				UTILITIES 2380	93.30	
				UTILITIES 2464	186.49	
				UTILITIES 2925	158.04	
				UTILITIES 2981	162.87	
				UTILITIES 2991	171.88	
				UTILITIES 2500	3.14	8,276.09
27672	09/03/96	700860	PARADICE	PROGRAM SUPPLIES	43.12	
				PROGRAM SUPPLIES	13.86	56.98
27673	09/03/96	700900	PARK SUPPLY, INC.	SUPPLIES - EQUIPMENT	10.18	10.18
27674	09/03/96	712105	PIZZA FACTORY	TRAVEL & TRAINING	90.00	90.00
27675	09/03/96	751450	RITZ CAMERA	FILM PROCESSING	7.66	7.66
27676	09/03/96	761550	RON'S PAINTING	PAINTING LUNCH ROOM & HALLWAYS	995.00	995.00
27677	09/03/96	770050	RYAN PLUMBING & HEATING CO.	PLUMBING SERVICE	500.00	
				PLUMBING SERVICE	365.00	865.00
27678	09/03/96	770800	RYCO SUPPLY CO.	SUPPLIES - JANITORIAL	30.34	30.34
27679	09/03/96	780300	S&T OFFICE PRODUCTS INC.	SUPPLIES - OFFICE	232.75	
				SUPPLIES - OFFICE	9.84	
				SUPPLIES - OFFICE	76.24	
				SUPPLIES - OFFICE	84.24	
				SUPPLIES - OFFICE	140.29	
				SUPPLIES - OFFICE	3.98	547.34
27680	09/03/96	780600	SAM'S CLUB DIRECT	A/R - EMPLOYEE COFFEE	29.60	
				MDSE. FOR RESALE	452.85	
				MDSE. FOR RESALE	365.19	
				MDSE. FOR RESALE	146.86	
				PROGRAM SUPPLIES	72.38	1,066.88

VOUCHER/ CHECK NUMBER	CHECK DATE	VENDOR NUMBER	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
27681	09/03/96	790095	SCHLETTY GRAPHICS	PUBLISHING	185.81	185.81
27682	09/03/96	800075	SEARS	SMALL TOOLS	186.25	186.25
27683	09/03/96	810900	SIEGEL DISPLAY PRODUCTS	MAG PKTS BROCH PKTS & MAG PKTS SUPPLIES - OFFICE	377.59 277.62 172.05	827.26
27684	09/03/96	820115	SIGN SOLUTIONS, INC.	SUPPLIES - EQUIPMENT	77.84	77.84
27685	09/03/96	840295	ST PAUL BAR & REST	ROLLER GRILL & SNEEZE GAURD	794.72	794.72
27686	09/03/96	842100	STANDARD TRUCK & AUTO	REPAIR & MAINT/VEHICLE	245.90	245.90
27687	09/03/96	843575	STREICHER'S PROF. POLICE EQUIP	SUPPLIES - RANGE	152.12	152.12
27688	09/03/96	850320	SUBURBAN SPORTSWEAR, INC.	PROGRAM SUPPLIES	2,280.00	2,280.00
27689	09/03/96	850395	SUNRAY AUTO PARTS	SUPPLIES - VEHICLE SUPPLIES - VEHICLE SUPPLIES - VEHICLE SUPPLIES - VEHICLE SUPPLIES - VEHICLE	2.21 172.49 12.19 51.36 60.56	196.09
27690	09/03/96	850650	SUPERINTENDENT OF DOCUMENTS	SUBSCRIPTIONS & MEMBERSHIPS	15.00	15.00
27691	09/03/96	860305	T.J.T. - SHIRTS	UNIFORMS & CLOTHING	1,224.00	1,224.00
27692	09/03/96	860650	TARGET STORES-CSA A/R	PROGRAM SUPPLIES	37.92	37.92
27693	09/03/96	861667	THE NATURE CONSERVANCY - DA	SUBSCRIPTIONS & MEMBERSHIPS	10.00	10.00
27694	09/03/96	862668	TICKET STOP, INC.	TICKET SALES SOFTWARE/PRINTER SALES TAX PBL. OUT OF STATE PROGRAM SUPPLIES	4,842.18 292.18 455.00	5,005.00
27695	09/03/96	880750	TROY CHEMICAL INDUSTRIES	SUPPLIES - JANITORIAL	158.39	158.39
27696	09/03/96	890910	U.S. WEST DIRECT	YELLOW PAGES	106.24	106.24
27697	09/03/96	900827	UNIVERSITY OF MINNESOTA	TRAVEL & TRAINING TRAVEL & TRAINING	15.00 15.00	30.00
27698	09/03/96	901300	UPPER MIDWEST SALES CO.	SUPPLIES - JANITORIAL SUPPLIES - JANITORIAL	53.62 13.63	67.25
27699	09/03/96	912100	VIRTUE PRINTING	SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE SUPPLIES - OFFICE	371.64 41.96 41.96 41.96 162.24	

CITY OF MAPLEWOOD  
VOUCHER/CHECK REGISTER  
FOR ALL PERIODS

VOUCHER/ CHECK		CHECK	VENDOR	VENDOR	ITEM	ITEM	CHECK
NUMBER	DATE	NUMBER	NAME	DESCRIPTION	AMOUNT	AMOUNT	
				SUPPLIES - OFFICE	338.03		673.31
27700	09/03/96	931300	WALSH, WILLIAM P.	PLUMBING	700.00		
				DEFERRED REVENUE -PLBG.FERMIT	700.00		
				INSPECTION MAY TO AUG 96	560.00		560.00
27701	09/03/96	970700	YOCUM OIL CO.	FUEL OIL #2	4,141.38		
				UNLEADED GAS	6,482.00		10,623.38
27702	09/03/96	970800	YOUNGREN, JAMES G.	UNIFORMS & CLOTHING	77.02		77.02
				TOTAL CHECKS			291,043.52

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	08/16/96	ALLENSPACH, SHERRY	309.77
DIRECT DEPOSIT	08/16/96	CARLSON, THERESE	1,448.39
DIRECT DEPOSIT	08/16/96	BODINE, RENEE	1,150.71
DIRECT DEPOSIT	08/16/96	FAUST, DANIEL F	2,853.78
DIRECT DEPOSIT	08/16/96	ANDERSON, CAROLE J	575.95
DIRECT DEPOSIT	08/16/96	DEHN, DEBORAH	794.81
DIRECT DEPOSIT	08/16/96	HANGSLEBEN, RICHARD	1,828.46
DIRECT DEPOSIT	08/16/96	KLAGER, WENDY	1,311.51
DIRECT DEPOSIT	08/16/96	VIGNALO, DELORES A	1,381.11
DIRECT DEPOSIT	08/16/96	BEHM, LOIS	1,433.11
DIRECT DEPOSIT	08/16/96	CARLE, JEANETTE E	1,324.32
DIRECT DEPOSIT	08/16/96	JAGOE, CAROL	1,247.14
DIRECT DEPOSIT	08/16/96	OLSON, SANDRA	947.17
DIRECT DEPOSIT	08/16/96	POWELL, PHILIP	1,341.47
DIRECT DEPOSIT	08/16/96	ALDRIDGE, MARK	1,476.62
DIRECT DEPOSIT	08/16/96	BECKER, RONALD D	2,147.66
DIRECT DEPOSIT	08/16/96	BOHL, JOHN C	2,130.84
DIRECT DEPOSIT	08/16/96	FLOR, TIMOTHY	1,353.02
DIRECT DEPOSIT	08/16/96	KVAM, DAVID	1,524.49
DIRECT DEPOSIT	08/16/96	STEFFEN, SCOTT L	1,949.91
DIRECT DEPOSIT	08/16/96	YOUNGREN, JAMES	2,029.91
DIRECT DEPOSIT	08/16/96	EVERSON, PAUL	1,267.80
DIRECT DEPOSIT	08/16/96	FRASER, JOHN	1,802.62
DIRECT DEPOSIT	08/16/96	SAUNDERS, SARAH	1,404.31

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	08/16/96	ADELSON, LINDA	944.08
DIRECT DEPOSIT	08/16/96	STAHNKE, JULIE A	1,337.11
DIRECT DEPOSIT	08/16/96	HAIDER, KENNETH G	2,810.63
DIRECT DEPOSIT	08/16/96	PRIEFER, WILLIAM	1,575.51
DIRECT DEPOSIT	08/16/96	LUNDSTEN, LANCE	1,965.91
DIRECT DEPOSIT	08/16/96	OSWALD, ERICK D	1,587.20
DIRECT DEPOSIT	08/16/96	DUCHARME, JOHN	1,415.51
DIRECT DEPOSIT	08/16/96	MATTHYS, RUSS	1,980.03
DIRECT DEPOSIT	08/16/96	PECK, DENNIS L	1,665.91
DIRECT DEPOSIT	08/16/96	ANDERSON, BRUCE	2,392.90
DIRECT DEPOSIT	08/16/96	BURKE, MYLES R	1,425.91
DIRECT DEPOSIT	08/16/96	MARUSKA, MARK A	1,822.71
DIRECT DEPOSIT	08/16/96	GREW-HAYMAN, JANET M	640.39
DIRECT DEPOSIT	08/16/96	BARTA, MARIE	1,237.11
DIRECT DEPOSIT	08/16/96	COLEMAN, MELINDA	2,402.79
DIRECT DEPOSIT	08/16/96	EKSTRAND, THOMAS G	1,737.96
DIRECT DEPOSIT	08/16/96	ROBERTS, KENNETH	1,734.25
DIRECT DEPOSIT	08/16/96	STAPLES, PAULINE	2,101.11
DIRECT DEPOSIT	08/16/96	EASTMAN, THOMAS E	1,893.03
DIRECT DEPOSIT	08/16/96	OLSON, RONALD J	1,260.31
DIRECT DEPOSIT	08/16/96	TAYLOR, KATHERINE	132.00
DIRECT DEPOSIT	08/16/96	HURLEY, STEPHEN	1,783.96
DIRECT DEPOSIT	08/16/96	PRIEFER, LORI	26.00
DIRECT DEPOSIT	08/16/96	TAUBMAN, DOUGLAS J	1,725.11

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	08/16/96	EDGE, DOUGLAS	1,538.33
DIRECT DEPOSIT	08/16/96	BROTTEM, TRACY	468.60
DIRECT DEPOSIT	08/16/96	CROSSON, LINDA	1,073.91
DIRECT DEPOSIT	08/16/96	SCHONES, DUSTIN	187.50
DIRECT DEPOSIT	08/16/96	LIVINGSTON, JOYCE L	1,103.70
DIRECT DEPOSIT	08/16/96	DIRKSWAGER, COLLEEN	1,073.91
DIRECT DEPOSIT	08/16/96	KNAUSS, PETER	753.00
DIRECT DEPOSIT	08/16/96	SALITROS, DARLENE	564.92
DIRECT DEPOSIT	08/16/96	PALMA, STEVEN	1,924.21
DIRECT DEPOSIT	08/16/96	JOHNSON, KEVIN	1,932.52
DIRECT DEPOSIT	08/16/96	BARTEL, DENISE	292.63
DIRECT DEPOSIT	08/16/96	WARMAN, ROBIN	757.07
DIRECT DEPOSIT	08/16/96	BEHAN, JAMES	1,059.92
DIRECT DEPOSIT	08/16/96	HANSEN, LESLIE	1,025.91
DIRECT DEPOSIT	08/16/96	AFFOLTER, PENNY J	823.79
DIRECT DEPOSIT	08/16/96	COLLINS, KENNETH V	2,668.94
DIRECT DEPOSIT	08/16/96	HURT, CAROL J	97.50
DIRECT DEPOSIT	08/16/96	KANE, MICHAEL R	2,057.70
DIRECT DEPOSIT	08/16/96	DOHERTY, KATHLEEN M	1,337.11
DIRECT DEPOSIT	08/16/96	JENSEN, MATTHEW	609.11
DIRECT DEPOSIT	08/16/96	PLACHECKI, MELISSA J	82.50
DIRECT DEPOSIT	08/16/96	LE, SHERYL	2,359.86
DIRECT DEPOSIT	08/16/96	DOWDLE, VIRGINIA	2,144.73
DIRECT DEPOSIT	08/16/96	HEINZ, STEPHEN J	2,193.97

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
DIRECT DEPOSIT	08/16/96	AURELIUS, LUCILLE E	162.00
DIRECT DEPOSIT	08/16/96	COLEMAN, PHILIP	241.65
DIRECT DEPOSIT	08/16/96	BASTIAN, GARY W	352.04
DIRECT DEPOSIT	08/16/96	SAVAGEAU, STEPHEN D	998.09
DIRECT DEPOSIT	08/16/96	ROSSBACH, GEORGE	309.77
DIRECT DEPOSIT	08/16/96	FRY, PATRICIA	892.35
DIRECT DEPOSIT	08/16/96	LUTZ, DAVID P	1,790.43
DIRECT DEPOSIT	08/16/96	ISERMAN, MICHAEL L	32.20
DIRECT DEPOSIT	08/16/96	SCHLINGMAN, PAUL	1,573.11
DIRECT DEPOSIT	08/16/96	ESTEVEZ, DIANE	175.10
DIRECT DEPOSIT	08/16/96	GRAF, MICHAEL	649.08
DIRECT DEPOSIT	08/16/96	AAMODT, MICHELLE	474.96
DIRECT DEPOSIT	08/16/96	VORWERK, ROBERT E	2,027.98
DIRECT DEPOSIT	08/16/96	NAGEL, BRYAN	1,571.32
53790	08/16/96	CASSEM, TERRY E	645.66
53798	08/16/96	CARLSON, DALE	309.77
53799	08/16/96	KOPPEN, MARVIN	309.77
53800	08/16/96	CASAREZ, GINA	1,155.51
53801	08/16/96	COLLINS, ANDREA M	475.00
53802	08/16/96	DAWSON, CRAIG W	2,121.80
53803	08/16/96	HENSLEY, PATRICIA	159.36
53804	08/16/96	McGUIRE, MICHAEL A	3,738.77
53805	08/16/96	NELSON, BRIAN	415.00
53806	08/16/96	ZICK, LINDA	575.00

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53807	08/16/96	HAMPTON, ROBERT W	32.78
53808	08/16/96	PIEKARSKI, GREGORY J.	48.88
53809	08/16/96	CUDE, LARRY J	348.00
53810	08/16/96	MIKISKA, WILLIAM	216.80
53811	08/16/96	OSTER, ANDREA J	1,337.11
53812	08/16/96	DeBILZAN, JUDY	486.09
53813	08/16/96	MATHEYS, ALANA K	1,472.45
53814	08/16/96	GUILFOILE, KAREN E	1,461.60
53815	08/16/96	SELVOG, BETTY D	221.00
53816	08/16/96	JOHNSON, BONNIE	739.97
53817	08/16/96	KELSEY, CONNIE L	780.06
53818	08/16/96	VIETOR, LORRAINE S	1,466.61
53819	08/16/96	JACKSON, MARY L	474.95
53820	08/16/96	MARTINSON, CAROL F	1,767.98
53821	08/16/96	PALANK, MARY KAY	1,507.46
53822	08/16/96	RICHIE, CAROLE L	1,282.29
53823	08/16/96	RYAN, MICHAEL	2,278.36
53824	08/16/96	SVENDSEN, JOANNE M	1,461.63
53825	08/16/96	BANICK, JOHN J	2,021.82
53826	08/16/96	BARTZ, PAUL	1,770.71
53827	08/16/96	BELDE, STANLEY	1,501.34
53828	08/16/96	BOWMAN, RICK A	2,055.11
53829	08/16/96	DREGER, RICHARD C	4,196.06
53830	08/16/96	DUNN, ALICE	1,615.16

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53831	08/16/96	HELLE, KERRY	1,805.78
53832	08/16/96	HERBERT, MICHAEL J	1,909.18
53833	08/16/96	HIEBERT, STEVEN	1,390.10
53834	08/16/96	RAZSKAZOFF, DALE	1,796.22
53835	08/16/96	ROSSMAN, DAVID A	1,105.82
53836	08/16/96	SKALMAN, DONALD W	2,254.64
53837	08/16/96	STAFNE, GREGORY L	1,796.22
53838	08/16/96	STILL, VERNON T	1,796.22
53839	08/16/96	STOCKTON, DERRELL T	1,796.22
53840	08/16/96	SZCZEPANSKI, THOMAS J	1,817.69
53841	08/16/96	THIENES, PAUL	1,390.10
53842	08/16/96	WATCZAK, LAURA	1,517.82
53843	08/16/96	WELCHLIN, CABOT V	2,034.58
53844	08/16/96	ANDREWS, SCOTT A	2,078.44
53845	08/16/96	BERGERON, JOSEPH A	1,855.80
53846	08/16/96	KARIS, FLINT D	2,196.08
53847	08/16/96	MEEHAN, JAMES	2,005.16
53848	08/16/96	MELANDER, JON A	1,878.62
53849	08/16/96	RABBETT, KEVIN	1,896.55
53850	08/16/96	THOMALLA, DAVID J	2,016.92
53851	08/16/96	HEWITT, JOEL A	2,297.69
53852	08/16/96	ADRIAN, SCOTT W.	522.50
53853	08/16/96	EMBERTSON, JAMES M	1,960.30
53854	08/16/96	WILLIAMS, DUANE J	324.50

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53855	08/16/96	BOYER, SCOTT K	1,563.41
53856	08/16/96	FEHR, JOSEPH	1,398.27
53857	08/16/96	FLAUGHER, JAYME L	1,386.71
53858	08/16/96	HALWEG, KEVIN R	2,324.82
53859	08/16/96	LAFFERTY, WALTER	1,461.07
53860	08/16/96	PETERS, JILL	996.15
53861	08/16/96	RABINE, JANET L	1,728.55
53862	08/16/96	CHLEBECK, JUDY M	1,386.71
53863	08/16/96	DAHL, HELENE M	498.86
53864	08/16/96	DARST, JAMES	1,532.44
53865	08/16/96	FREBERG, RONALD L	1,421.14
53866	08/16/96	HELEY, RONALD J	1,821.21
53867	08/16/96	MEYER, GERALD W	1,608.82
53868	08/16/96	RUNNING, ROBERT	1,054.71
53869	08/16/96	WESTERHAUS, BRIAN J	701.25
53870	08/16/96	WOESSNER, SHAWN P	565.25
53871	08/16/96	ELIAS, JAMES G	1,665.91
53872	08/16/96	LINDBLOM, RANDAL	1,482.38
53873	08/16/96	PRIEBE, WILLIAM	1,605.91
53874	08/16/96	KRUMMEL, BARBARA A	641.35
53875	08/16/96	ANDERSON, ROBERT S	1,381.19
53876	08/16/96	HANSON, SHANE T	672.00
53877	08/16/96	HELEY, ROLAND B	1,400.31
53878	08/16/96	HINNENKAMP, GARY	1,310.71

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53879	08/16/96	LAVAQUE, MICHAEL	1,310.71
53880	08/16/96	LINDORFF, DENNIS P	1,374.71
53881	08/16/96	NAUGHTON, JOHN W	520.00
53882	08/16/96	OLSON, KRISTIN P	539.00
53883	08/16/96	RYAN, KELLY	483.00
53884	08/16/96	SCHINDELDECKER, JAMES	1,349.11
53885	08/16/96	WEGWERTH, JEROME A	562.50
53886	08/16/96	HORSNELL, JUDITH A	897.43
53887	08/16/96	HUTCHINSON, ANN E	1,578.71
53888	08/16/96	MACY, RITA	153.13
53889	08/16/96	NELSON, JEAN	780.88
53890	08/16/96	SOUTTER, CHRISTINE	140.25
53891	08/16/96	MISKELL, NANCY	615.32
53892	08/16/96	WEGWERTH, JUDITH A	1,312.31
53893	08/16/96	ERICSON, JAMES	206.00
53894	08/16/96	ANDERSON, EVERETT	837.06
53895	08/16/96	CARVER, NICHOLAS N	1,645.91
53896	08/16/96	OSTROM, MARJORIE	1,963.51
53897	08/16/96	WENGER, ROBERT J	1,635.51
53898	08/16/96	ANZALDI, MANDY	52.96
53899	08/16/96	BREMER, ANGIE	320.00
53900	08/16/96	CHASE, TANIA	1,128.38
53901	08/16/96	FERRAZZO, STEPHANIE	525.60
53902	08/16/96	FEUCHT, DANIEL	315.00

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
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53903	08/16/96	FINN, GREGORY S	1,018.71
53904	08/16/96	GALBRAITH, CHRISTOPHER	500.00
53905	08/16/96	HANGSLEBEN, ERICA	256.75
53906	08/16/96	HILSGEN, NATALIE	574.88
53907	08/16/96	HURLEY, GEOFF	381.50
53908	08/16/96	JACOBSON, ELIZABETH	235.63
53909	08/16/96	LOMBARDI, JAMES D	336.82
53910	08/16/96	NESS, CHERI MARIE	234.00
53911	08/16/96	PETERSON, TRACY L	428.00
53912	08/16/96	PRIEFER, BRIAN W	65.00
53913	08/16/96	RAHN, CARY	423.40
53914	08/16/96	RENSTROM, MARK D	147.00
53915	08/16/96	SCHOENECKER, JILL	551.15
53916	08/16/96	SCHUBERG, ROBERT S.	42.00
53917	08/16/96	STIEN, MARY	603.83
53918	08/16/96	ZABEL, JAMIE	50.00
53919	08/16/96	BREHEIM, ROGER W	1,510.53
53920	08/16/96	EDSON, DAVID B	1,542.40
53921	08/16/96	GERMAIN, DAVID	1,395.51
53922	08/16/96	HALWEG-JR, KEVIN	720.00
53923	08/16/96	NADEAU, EDWARD A	1,901.09
53924	08/16/96	NORDQUIST, RICHARD	1,330.71
53925	08/16/96	THOMAS-JR, STEVEN	1,293.34
53926	08/16/96	ATKINS, KATHERINE	631.73

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53927	08/16/96	COONS, MELISSA	427.78
53928	08/16/96	COURTEAU, BARBARA	143.00
53929	08/16/96	EDWARDS, MARY P	394.27
53930	08/16/96	GLASS, JEAN	503.08
53931	08/16/96	HOIUM, SHEILA	594.28
53932	08/16/96	KELLY, LISA	683.31
53933	08/16/96	MEINKE, JENNY	94.50
53934	08/16/96	PETERSON, KAYLENE	507.28
53935	08/16/96	PETERSON, RICHARD	297.85
53936	08/16/96	SOLUM, PETER B	27.63
53937	08/16/96	ANDERSON, JOHN B	490.80
53938	08/16/96	ANDERSON, JULIE M	133.50
53939	08/16/96	BADEN, MATHIAS	200.39
53940	08/16/96	BERGEN, SUSAN M	204.00
53941	08/16/96	BRAIER, GAIL E	45.00
53942	08/16/96	CHAPMAN, JENNY A	171.00
53943	08/16/96	CONLIN, PAMELA	40.50
53944	08/16/96	CORNER, AMY L	63.75
53945	08/16/96	DOTSON, ALISHA	91.80
53946	08/16/96	EGGEN, ERIC J	59.50
53947	08/16/96	FOLMAN, BENJAMIN	174.00
53948	08/16/96	GARNER, WILLIAM E	174.00
53949	08/16/96	GRUENHAGEN, LINDA C	18.00
53950	08/16/96	HAWKINS, LISA A	18.00

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53951	08/16/96	HOULE, DENISE L	108.00
53952	08/16/96	IKHAML, JOHN	389.19
53953	08/16/96	JOHNSON, ROBERT P	169.50
53954	08/16/96	KAUFMAN, GINA	425.35
53955	08/16/96	KLETT, ANNA	95.31
53956	08/16/96	KOEHNEN, MARY B	328.00
53957	08/16/96	KRAEMER, JILL	291.25
53958	08/16/96	LIVINGSTON, KELLY	73.00
53959	08/16/96	LUND, DANIEL T	162.00
53960	08/16/96	MAGNUSON, BETH M	37.50
53961	08/16/96	MAJKOZAK, MICHELLE	36.00
53962	08/16/96	MARUSKA, ERICA	155.00
53963	08/16/96	MISCHE-JOHN, ROSAMUND	207.00
53964	08/16/96	MOREHEAD, JESSICA R	219.00
53965	08/16/96	NORTHQUEST, JONEEN L	45.00
53966	08/16/96	OWEN, JONATHAN	22.75
53967	08/16/96	POWERS, JESSICA	317.92
53968	08/16/96	ROAN, CARIN K	356.85
53969	08/16/96	SCHLUETER, LOUISE E	30.00
53970	08/16/96	SCHMIDT, RUSSELL	512.83
53971	08/16/96	SCHNEIDER, CHRISTINA L	72.00
53972	08/16/96	SELIN, JONATHAN	353.98
53973	08/16/96	SENARIGHI, CYNTHIA	15.00
53974	08/16/96	SIMONSON, JUSTIN M	277.50

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53975	08/16/96	SIVERSON, OLAF L	225.00
53976	08/16/96	SMITLEY, SHARON L	157.50
53977	08/16/96	STEVENS, MARY CATHERINE	126.00
53978	08/16/96	SWANER, JESSICA	34.38
53979	08/16/96	THIBODEAU, KELLY M	367.18
53980	08/16/96	TIBODEAU, HEATHER J	152.30
53981	08/16/96	WARNER, CAROLYN	99.00
53982	08/16/96	WEDES, CARYL H	72.00
53983	08/16/96	WESTBERG, JENNIFER	176.70
53984	08/16/96	WESTBERG, MELINDA	482.91
53985	08/16/96	BOSLEY, CAROL	146.81
53986	08/16/96	CHRISTENSEN, JODIE	227.50
53987	08/16/96	JACOBSON, REBECCA L	1,425.00
53988	08/16/96	OLEARY, VIRGINIA	119.31
53989	08/16/96	OLSON, CATHLEEN	450.28
53990	08/16/96	OSTER, JENNIFER M	68.25
53991	08/16/96	RENSLOW, RITA	202.50
53992	08/16/96	SCHROEDER, KATHLEEN	122.50
53993	08/16/96	SPANGLER, EDNA E	134.88
53994	08/16/96	ANDERSON, MICHELE	176.25
53995	08/16/96	AUER, DANIEL	406.50
53996	08/16/96	BAILEY, DEANNA L	313.90
53997	08/16/96	BRINKMAN, JOE J	66.00
53998	08/16/96	ERSFELD, ALICE L	265.90

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

CHECK NUMBER	CHECK DATE	EMPLOYEE NAME	AMOUNT
53999	08/16/96	GANJE, MELISSA M	66.00
54000	08/16/96	JAHN, DAVID J	1,184.88
54001	08/16/96	JAQUES, THOMAS	219.30
54002	08/16/96	KELLY, CASEY	105.40
54003	08/16/96	MILLS, DEREK	195.30
54004	08/16/96	SEEGER, GERALD F	267.05
54005	08/16/96	SWANSON, LYLE	1,311.01
54006	08/16/96	SWANSON, VERONICA	590.71
54007	08/16/96	MULVANEY, DENNIS M	1,532.31
TOTAL GROSS EARNINGS			283,684.50

F-2

Action by Council:

Endorsed \_\_\_\_\_  
Modified \_\_\_\_\_  
Rejected \_\_\_\_\_  
Date \_\_\_\_\_

**MEMORANDUM**

**TO:** City Manager  
**FROM:** Ken Roberts, Associate Planner  
**SUBJECT:** Golden Star Properties Promissory Note and Loan Agreement  
**PROJECT:** Golden Star Apartments  
**LOCATION:** 315-321 Larpenteur Avenue  
**DATE:** August 29, 1996

**INTRODUCTION**

George Van Vliet of Golden Star Properties is asking the city to change a promissory note and a loan agreement. These contracts are between the city and Golden Star Properties for the rehabilitation of the apartments at 315-321 Larpenteur Avenue. The proposed changes are a requirement Fannie Mae, the lender for refinancing the project. (See Mr. Van Vliet's letter on page 2.)

**BACKGROUND**

On December 13, 1993, the city council approved a request from the owners of the Golden Star Apartments at 315-321 Larpenteur Avenue. This request was to apply to Ramsey County for a \$500,000 low-interest loan. The developers used this money to help rehabilitate the apartments.

On February 27, 1995, the council approved a resolution authorizing changes to the loan agreement for the Golden Star Apartments. These changes allowed Ramsey County to bill the developer directly (instead of having the city processing the bills and payments) and allowed the developers to pay the county directly.

**DISCUSSION**

Ramsey County and Mary Ippel of Briggs and Morgan have reviewed this request and see no problem with it. The owner will still be obligated to repay the loan after the proposed changes.

**RECOMMENDATION**

Approve the resolution on page 3. This resolution authorizes changes to the promissory note and loan agreement for the refinancing of the Golden Star Apartments.

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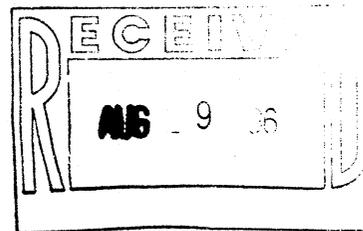
**Attachments:**

- 1. 8-27-96 letter from George Van Vliet
- 2. Promissory Note and Loan Agreement Amendment Resolution
- 3. Promissory Note and Loan Agreement Amendment

GOLDEN STAR APARTMENTS  
321 EAST LARPENTEUR AVENUE, #128  
MAPLEWOOD, MN 55117  
(612)771-7344

Attachment 1

AUGUST 27, 1996



City of Maplewood:

Golden Star Properties is requesting that the City of Maplewood amend the promissory note and loan agreement to allow a refinancing of the property to the satisfaction of FNMA's (Federal National Mortgage Association) requirements.

The Golden Star Apartments were purchased from Bennie Rozman on September 21, 1993 on a contract for deed with a 4 1/2 % down payment. The contract for deed has a balloon payment on October 1, 1998 and must be refinanced or Bennie Rozman will regain possession of the property. Upon the successful refinancing of the Golden Star Apartments the fee ownership shall transfer from Bennie Rozman to Golden Star Properties.

Van Vliet Real Estate Companies shall continue to be obligated to the loan agreement with the City of Maplewood and responsible to the city for repayment of all amounts owed on said loan.

We request that the city approve the attached promissory note and loan agreement amendment for the refinancing of the Golden Star Apartments with FNMA.

GEORGE VAN VLIET  
General Partner, Golden Star Properties  
Owner, Van Vliet Real Estate Companies

**A RESOLUTION AUTHORIZING CHANGES TO EXISTING PROMISSORY NOTE  
AND LOW-INTEREST LOAN AGREEMENTS WITH RAMSEY COUNTY**

WHEREAS, Golden Star Properties Limited Partnership, a Minnesota Limited Partnership ("Borrower") and The City of Maplewood, a Political Subdivision ("Lender") entered into that certain Loan Agreement dated the 16th day of May, 1994 ("Agreement"), and the Borrower has executed and delivered its Promissory Note dated May 16, 1994, in the principal amount of \$328,000.00 ("Note"), and

WHEREAS, Van Vliet Real Estate Companies, a Minnesota Corporation ("WRC") is the sole surviving General Partner of the Borrower, and

WHEREAS, Glaser Financial Group, Inc., a Minnesota Corporation, ("Glaser") is making a loan ("Glaser Mortgage") on the Project (as defined in the Agreement), in order to refinance the First Mortgage and Contract for Deed, (also described in the Agreement), and

WHEREAS, both the Borrower and the Lender believe it to be in their respective best interests to refinance as noted above, and

WHEREAS, Glaser intends to sell, transfer and deliver the Glaser Note and assign the Glaser Mortgage to Federal National Mortgage Association ("Fannie Mae"), and

WHEREAS, Fannie Mae requires that any secondary financing must be Non-Recourse as against the borrowing entity.

NOW, THEREFORE, BE IT RESOLVED, the Maplewood City Council authorize the parties to amend said Agreement.

The Maplewood City Council passed this resolution on September 9, 1996.

**PROMISSORY NOTE AND  
LOAN AGREEMENT AMENDMENT  
SEPTEMBER \_\_\_\_\_, 1996**

WHEREAS, Golden Star Properties Limited Partnership, a Minnesota Limited Partnership ("Borrower") and The City of Maplewood, a Political Subdivision ("Lender") entered into that certain Loan Agreement dated the 16th day of May, 1994 ("Agreement"), and the Borrower has executed and delivered its Promissory Note dated May 16, 1994, in the principal amount of \$328,000.00 ("Note"), and

WHEREAS, Van Vliet Real Estate Companies, a Minnesota Corporation ("VRC") is the sole surviving General Partner of the Borrower, and

WHEREAS, Glaser Financial Group, Inc., a Minnesota Corporation, ("Glaser") is making a loan ("Glaser Mortgage") on the Project (as defined in the Agreement), in order to refinance the First Mortgage and Contract for Deed, (also described in the Agreement), and

WHEREAS, both the Borrower and the Lender believe it to be in their respective best interests to refinance as noted above, and

WHEREAS, Glaser intends to sell, transfer and deliver the Glaser Note and assign the Glaser Mortgage to Federal National Mortgage Association ("Fannie Mae"), and

WHEREAS, Fannie Mae requires that any secondary financing must be Non-Recourse as against the borrowing entity.

NOW, THEREFORE, BE IT RESOLVED, the parties to amend said Agreement as follows:

1. Agreement Non-Recourse as to Borrower: As to the Borrower, the personal liability of the Borrower to pay the principal of and interest on the debt evidenced by the Agreement and the Note shall be limited to the monthly payments due up to, but not including, the day that Borrower executes the Glaser Note and Glaser Mortgage. Lender shall look solely to VVRC for satisfaction of the payment obligations of the Agreement and the Note which are due and payable subsequent to the day that Borrower executes the Glaser Note.

2. Borrower shall remain subject to Declaration of Covenants and Restrictions: Borrower shall remain obligated to the terms and conditions of the Declaration of Covenants and Restrictions executed on May 16, 1994.

3. VVRC solely liable: VVRC is not hereby released from the obligations of the Agreement and the Note and affirms that by virtue of this Amendment, it shall be solely responsible to Lender the repayment of the amounts advanced by Lender pursuant to the terms of the Agreement and the Note.

4. Estoppel: The parties acknowledge that as of the date first set forth above:

4.1 The outstanding principal balance of the Agreement and the Note is \$ \_\_\_\_\_.

4.2 The last payment was made on \_\_\_\_\_.

4.3 The next payment is due on \_\_\_\_\_.

5. Affirmation: In all other respects the parties hereby reaffirm said Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first set forth above.

Golden Star Properties Limited Partnership

City of Maplewood

By Van Vliet Real Estate Companies  
Its General Partner

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
George Van Vliet  
Its President

By \_\_\_\_\_  
Its City Manager

Van Vliet Real Estate Companies

By \_\_\_\_\_  
George Van Vliet  
Its President

Action by Council:

Endorsed \_\_\_\_\_  
Modified \_\_\_\_\_  
Rejected \_\_\_\_\_  
Date \_\_\_\_\_

**MEMORANDUM**

TO: City Manager  
FROM: James Ericson – Planning Intern  
SUBJECT: **Conditional Use Permit Review – Minnesota Motors**  
LOCATION: 135 Century Avenue North  
DATE: August 27, 1996

**INTRODUCTION**

The conditional use permit (CUP) for 135 Century Avenue North is due for review. This permit is for a used car sales lot. Section 36-151(b)(5) of Maplewood City Code requires a conditional use permit (CUP) for a used car lot. The name of the business is Minnesota Motors of Maplewood. (See the maps on pages 2 and 3.)

**BACKGROUND**

On August 14, 1995 the city council approved a CUP for Don Roemer for the sale of used cars. Refer to the site plan on page 4 and the city council minutes beginning on page 5.

**DISCUSSION**

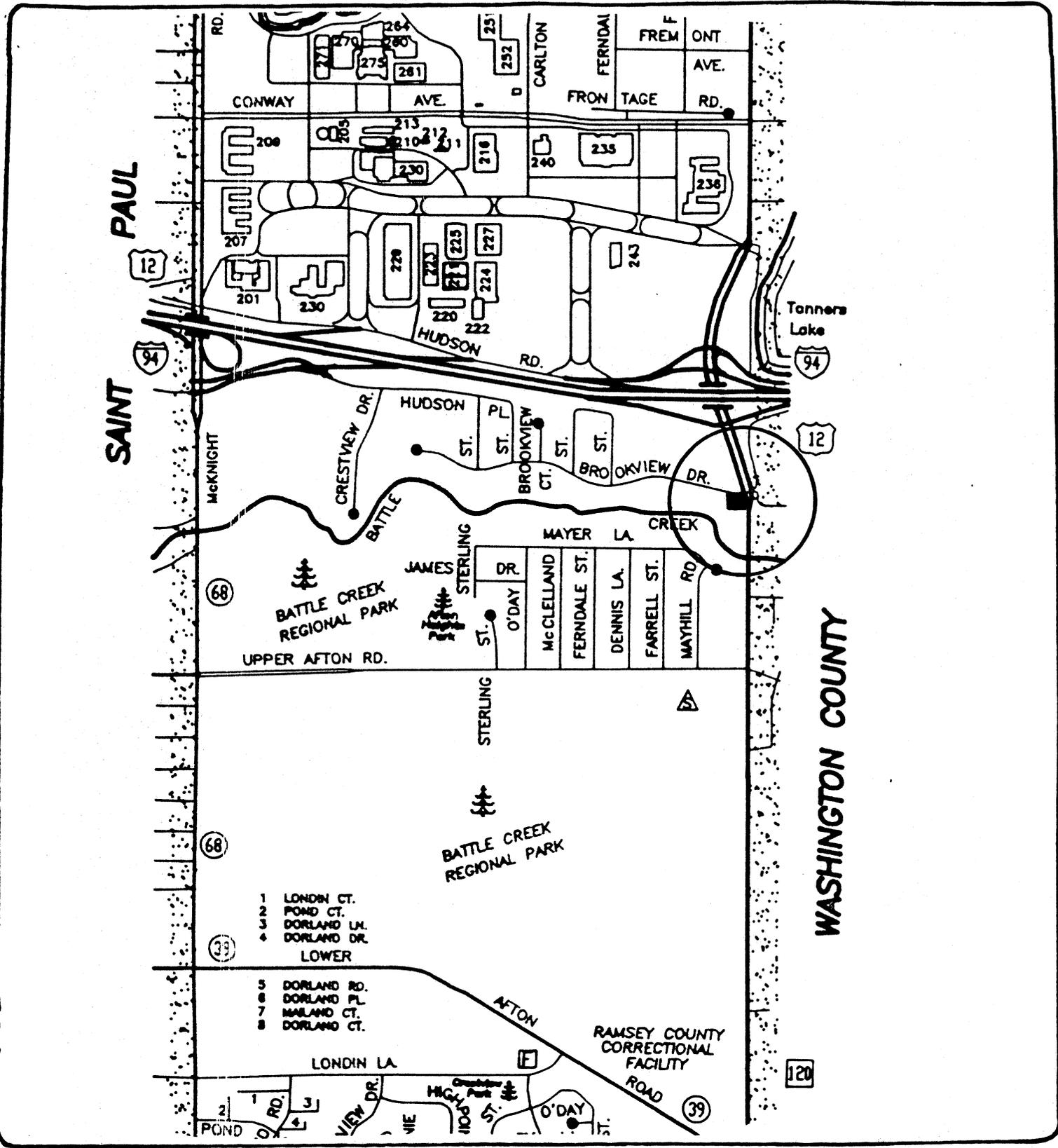
Staff has received only one complaint regarding this business since the permit was issued. This complaint was in reference to customers of Minnesota Motors parking in the Brookview Apartments parking lot, directly south and west of the site. Staff investigated this complaint and found adequate parking on site for customers, but did advise Minnesota Motors to ask their customers not to park there if they saw it happening. Council should grant an indefinite approval and review this permit if a problem arises or if the owners propose a major change to the site.

**RECOMMENDATION**

Review the conditional use permit at 135 Century Avenue North if a problem arises or if the owners propose a major change to the site.

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Attachments:

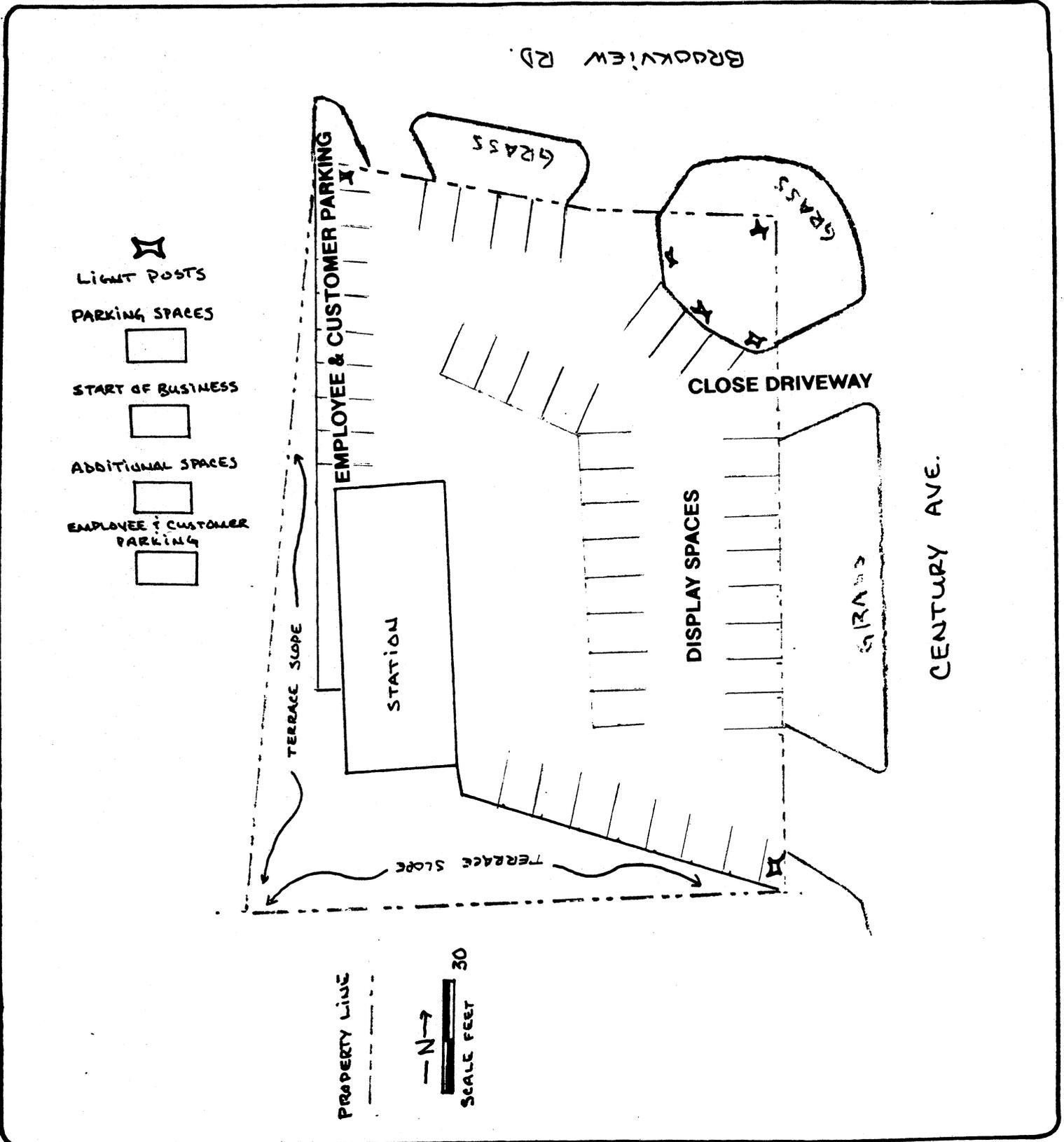
- 1. Location Map
- 2. Property Line / Zoning Map
- 3. Site Plan
- 4. Council Minutes, August 14, 1995



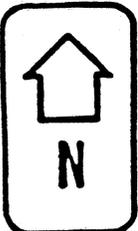
# LOCATION MAP







# SITE PLAN



95 - 08 - 92

**CONDITIONAL USE PERMIT RESOLUTION**

WHEREAS, Donald Roemer applied for a conditional use permit to open a used motor vehicle sales lot.

WHEREAS, this permit applies to the property at 135 Century Avenue North. The legal description is:

Northeasterly triangular part being 70 feet on northerly line and 199.88 feet of easterly line of Lot 27 and subject to Highway easements, Lots 28 and 29, Block 6, Brower Park, Ramsey County (PIN 01-28-22-11-0021)

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

1. On July 17, 1995, the Planning Commission recommended that the City Council approve this permit.
2. On August 14, 1995, the City Council held a public hearing. City staff published a notice in the paper and sent notices to the surrounding property owners. The Council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations 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.

14. The owner or operator shall remove the weeds and patch the holes in the parking lot. They also shall stripe all parking spaces to meet City standards.
15. There shall be no exterior storage of inoperable vehicles or parts of vehicles on the site.
16. Any building remodeling shall be subject to the approval of the building official and the fire marshal.

This approval does not include signs.

Seconded by Councilmember Carlson

Ayes - all

#### Site Plan Approval

- g. Councilmember Koppen moved to approve the site plan as presented on page 7 of the July 24, 1995 staff report, subject to the applicant:
  1. Repeat this review in two years if the use has not started.
  2. The owner or operator must complete the following before selling vehicles from this site:
    - a. Install site-security lights, stop signs and the handicapped parking signs.
    - b. Remove the weeds, patch the holes and stripe the parking spaces in the parking lot. Submit a striping plan to the City staff for their approval.
    - c. Close the north driveway (nearest to Brookview Drive) on Century Avenue. Get the necessary permits from MnDOT.

Seconded by Councilmember Carlson

Ayes - all

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 City Council shall review this permit in one year.
3. If there is not enough parking, the operator or property owner shall reduce the number of vehicles for sale on the site.
4. The operator shall not allow parking on Century Avenue or on Brookview Drive.
5. The operator shall control the weeds and cut the grass.
6. The hours of operation shall be Monday-Saturday; 9:00 A.M. - 8:00 P.M.. There shall be no vehicle sales on Sunday. (State Law)
7. The maximum number of parking spaces shall be 48.
8. The owner and the operator shall not have fuel sales or do any mechanical repairs on the site.
9. The operator shall get a license for the sale of used vehicles.
10. The owner or operator shall provide exterior security lighting around the vehicle sales area. All security lighting shall be directed or shielded so it does not cause any undue glare on adjacent properties or streets.
11. The owner or operator shall install stop signs at each driveway and a handicapped parking space and sign on the site.
12. External noises shall be unobtrusive on adjacent properties. Noises shall not exceed 50 decibels (normal conversation level) on adjacent properties.
13. The owner or operator shall only park vehicles on bituminous areas. There shall be no vehicle parking on the grass, boulevards or drive aisles.

**MEMORANDUM**

TO: Michael A. McGuire, City Manager

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

DATE: September 4, 1996

SUBJECT: Turf Truckster Replacement

**INTRODUCTION**

The Maplewood Parks and Recreation Department is responsible for maintaining approximately 50 baseball/softball fields and 16 soccer fields. The vehicle used to maintain line and drag the fields was a 1990 three-wheel Cushman truckster with a field grooming attachment. The truckster was damaged beyond repair by accident approximately two weeks ago. It is imperative that the City replace the truckster to maintain our athletic fields.

**BACKGROUND**

Staff is proposing to replace the damaged truckster with a 1996 four-wheel Cushman turf truckster with a ball field grooming attachment. There are two options that the City has been reviewing. The first is to purchase a new 1997 truckster at a cost of \$15,844, less the \$1,000 trade and/or a demonstrator with minimal hours for \$13,797, less \$1,000.

It is my recommendation that the City purchase the 1996 demonstrator vehicle at the low bid price of \$13,628, including tax. The truckster will be funded through the City's V.E.M. account. Although there are adequate dollars in the V.E.M. account, this expenditure was not budgeted due to the accident. Thus, it will require a budget transfer.

The project has been reviewed and approved by Public Works Director Ken Haider.

**RECOMMENDATION**

It is staff's recommendation that the City Council award the low bid of \$13,628 for a 1996 Cushman four-wheel-drive truckster vehicle with ball field grooming attachment to Cushman Motors with the monies to be allocated from the City's V.E.M. account.

# CUSHMAN PROPOSAL PREPARED FOR:

**CITY OF MAPLEWOOD  
1810 E. COUNTY ROAD B  
MAPLEWOOD, MN 55109  
ATTN: MARK MARUSKA**

**Cushman Motor Company, Inc.  
2909 East Franklin Ave.  
Minneapolis, MN 55406  
fax 612-333-5903  
phone 612-333-3487**

**Date: 8/30/96**

We are pleased to submit the following quotation for your consideration:

**QUANTITY**

**EQUIPMENT SPECIFICATIONS**

1

**Model 898632. Cushman 4-wheel Turf-Truckster.**

- Cushman 327 OHC 4-cycle, 3-cylinder in line 27 hp liquid cooled engine
- 2600 lb payload capacity
- hypoid differential with built in 2-speed, 3.2 to 1 auxiliary gear set
- 6.6 inch ground clearance
- 22 mph transport speed
- power steering
- complete live hydraulics with remote outlets
- hydraulic dump box with automatic tailgate release
- overload front and heavy duty rear shock absorbers
- ground speed governor and hand throttle
- 4-wheel hydraulic brakes
- front bumper, tow hitch, fuel gauge, hour meter, and ammeter
- 18 x 9.50-8, 4-ply turf rib front tires, and 24 x 13.00-12, 4-ply Ultra Trac rear tires
- 892689 ROPS (roll over protection), includes seat belts
- 897132 Turn signals
- GL 650-A7 groomer leveler

**DEMO MODEL**

**1996, 898632 EQUIPPED SAME AS ABOVE MODEL  
(Limeted supply, includes new vehicle warrenty)**

**Duduct for salvage valu on damaged Truckster #626836**

\$15,844.00  
 \$ 15,808.86

\$13,797.00  
 \$1000.00  
 \$ 13,628.00 m.c  
 taf

Prices good for thirty days and do not include applicable sales taxes

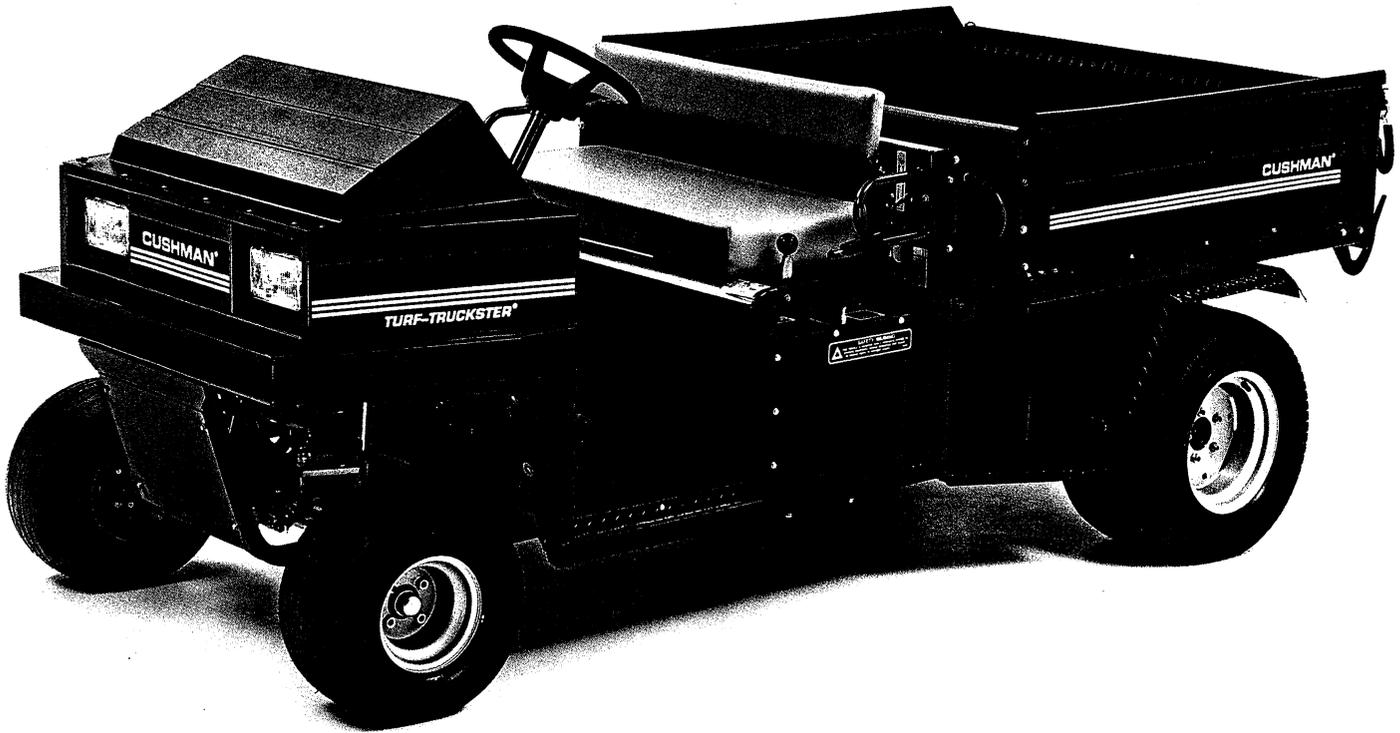
submitted by:

*Timothy C. Commers*  
 Timothy C. Commers

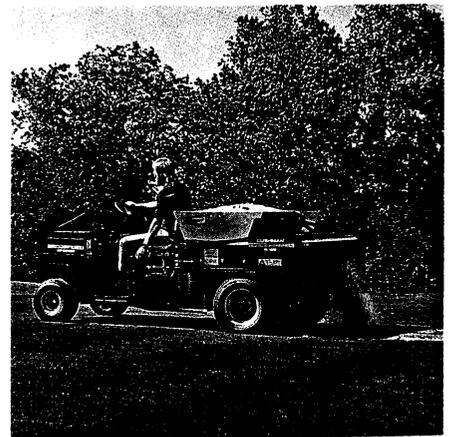
Thank you for your consideration.

# 4-Wheel Turf-Truckster®

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The four-wheel Turf-Truckster sports a rugged, functional body as well as the choice of three Cushman® field-proven engines. Like the three-wheel Turf-Truckster, the four-wheel features a heavy-duty hypoid differential. Every model features live hydraulics and two models feature power steering for ease of operation. A super-strong frame assures durability, even under tough applications. All models also have large self-adjusting rear brakes to deliver the most stopping power.



## 4-WHEEL TURF-TRUCKSTER®

Models 898532, 898632, 898634

### ■ STANDARD FEATURES

4-wheel, green, turf chassis with pin disconnect; tow hitch; light switch; fuel gauge; hour meter; horn; ammeter; hand throttle; governor control; conveniently clustered controls; heavy-duty carbon steel channel frame boxed in critical areas; front bumper; full dash with storage compartment; hydraulics with auxiliary outlets; tachometer; heavy-duty PTO standard on Model 634 only

### ■ POWER

#### Model 532:

**Engine:** Cushman 222, OHV, 4-cycle, 2-cylinder, air-cooled, balanced and ducted

**Horsepower:** 22 hp (16.4 kW) at 3600 rpm

**Bore and Stroke:** 3.50" x 2.50" (89 mm x 64 mm)

**Displacement:** 48.1 cu in (788 cc)

**Oil Capacity:** 2.5 qt (2.4 L) with filter

**\*Governor Type:** Mechanical centrifugal

**Air Cleaner:** Self-cleaning, centrifugal precleaner with paper cartridge

**Compression Ratio:** 8.0:1

**Lube Oil Filter:** Full flow

**Valves:** Stellite exhaust valves and seats with valve rotators

**Lubrication:** Gear pump

**Starting System:** 12-volt electric

**Fuel Type:** Gasoline

**Fuel Capacity:** 6.5-gal (24.7 L) polyolefin tank

**Fuel Filter:** 30-micron prefilter and 10-micron final filter

#### Model 632:

**Engine:** Cushman 327, OHC, 4-cycle, 3-cylinder, in-line, liquid-cooled

**Horsepower:** 27 hp (20 kW) at 3600 rpm

**Bore and Stroke:** 2.62" x 3.19" (67 mm x 81 mm)

**Displacement:** 51.6 cu in (846 cc)

**Oil Capacity:** 2.8 qt (2.7 L)

**\*Governor Type:** Mechanical centrifugal

**Air Cleaner:** Self-cleaning, centrifugal precleaner with paper cartridge

**Compression Ratio:** 9.5:1

**Lube Oil Filter:** Full flow

**Valves:** Forged, heat-treated steel

**Lubrication:** Trochoid-type pump, fully force feed

**Starting System:** 12-volt electric

**Fuel Type:** Gasoline

**Fuel Capacity:** 6.5-gal (24.7 L) polyolefin tank

**Fuel Filter:** 30-micron prefilter and 10-micron final filter

#### Model 634:

**Engine:** D950-B Kubota, 4-cycle, 3-cylinder, liquid-cooled diesel

**Horsepower:** 22 hp (16.4 kW) at 3200 rpm

**Bore and Stroke:** 2.95" x 2.75" (75 mm x 70 mm)

**Displacement:** 56.6 cu in (928 cc)

**Oil Capacity:** 5 qt (4.7 L)

**\*Governor Type:** Mechanical centrifugal

**Air Cleaner:** Donaldson centrifugal precleaner with dry paper filter

**Compression Ratio:** 22:1

**Torque:** 41 ft lb at 1800 rpm

**Starting System:** 12-volt electric

**Fuel Type:** Diesel ASTM No. 2-D

**Fuel Capacity:** 6.5-gal (24.7 L) polyolefin tank

**Fuel Filter:** 1 prefilter, 1 water separator, 1 final filter

### ■ DRIVETRAIN

**Clutch:** 6.5" (165 mm) commercial

**Transmission:** H-shift pattern, 3 speeds forward and 1 reverse, synchromesh in second and high

**Rear Axle:** 11.16:1, 2-speed transaxle; 7.1" (180 mm) hypoid ring gear; bevel differential gears; integral 3.2:1 auxiliary gear set; semifloating axle with splined 5-bolt wheel hub and heavy-duty wheel bearings

*\*Cushman Ground Speed Governor: Operator manually locks in governor ground speed control to specific setting for accessories allowing precise ground speed on undulating ground. Hand throttle can be set for stationary operation.*

Specifications subject to change without notice.

### ■ PERFORMANCE

**Rated Capacity:** 2600 lb (1179 kg) includes 200 lb (91 kg) each for box, operator and passenger

**Speed:** Engine at 3600 rpm

Gear	Low Range	High Range
1st	2.7 mph (4.3 km/h)	8.6 mph (13.8 km/h)
2nd	4.3 mph (6.9 km/h)	13.8 mph (22.2 km/h)
High	7.0 mph (11.3 km/h)	22.5 mph (36.2 km/h)

### ■ ELECTRICAL SYSTEM

**Charging:** Heavy-duty, 56-amp alternator

**Lights:** 2 sealed-beam Halogen headlights, stoplight/taillight

**Starting:** 12-volt gear-drive starting motor

**Warning System:** Thermal sensor activates warning buzzer to indicate engine overheating

### ■ STEERING

**Model 532:** Automotive wheel type, gear reduction unit, 20.0:1

**Models 632/634:** Power steering with saginaw pump and 16-13:1 variable steering gear ratio, automotive type 14" (356 mm) wheel

### ■ SUSPENSION

**Front:** 2 coil springs with shock absorbers

**Rear:** 2 multiple leaf-type springs and heavy-duty shock absorbers

### ■ SEAT

2-passenger, backrest, hip restraints/hand holds

### ■ BRAKES

**Service:** Heavy-duty hydraulic internal expanding on all wheels, rear brakes are self-adjusting

**Parking:** Foot-engaged disc-type brake on drive shaft

### ■ TIRES

**Front:** 18 x 9.50-8, 4-ply turf rib

**Rear:** 24 x 13.00-12, 4-ply UltraTrac

### ■ DIMENSIONS

**Ground Clearance:** 6.6" (168 mm)

**Overall Height:** 48" (1.2 m) to top of steering wheel

**Overall Height With Cab (optional):** 71" (1.8 m)

**Overall Length:** 108.5" (2.8 m)

**Overall Width:** 63.6" (1.6 m)

**Inside Clearance Circle:** 66" (1.7 m)

**Outside Clearance Circle:** 22.25' (6.8 m)

**Wheelbase:** 84" (2.1 m)

**Wheel Tread:**

**Front:** 40" (1 m)

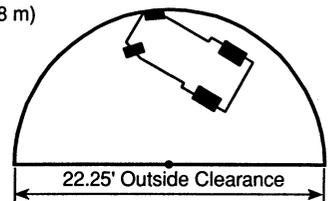
**Rear:** 50.5" (1.3 m)

**Weight With Fuel and Battery:**

**Model 532:** 1294 lb (587 kg)

**Model 632:** 1350 lb (612 kg)

**Model 634:** 1436 lb (651 kg)



### ■ HYDRAULICALLY POWERED ATTACHMENTS

(Hydraulics are standard)

Quick Aerator, Core Harvester™, Short Box, Flatbed/Box, TD 1500 Top Dresser

### ■ 5TH WHEEL IMPLEMENTS

TD 2000 Top Dresser, GA™ 60, Dump Trailer, 300-Gallon Sprayer

### ■ PTO POWERED ATTACHMENTS

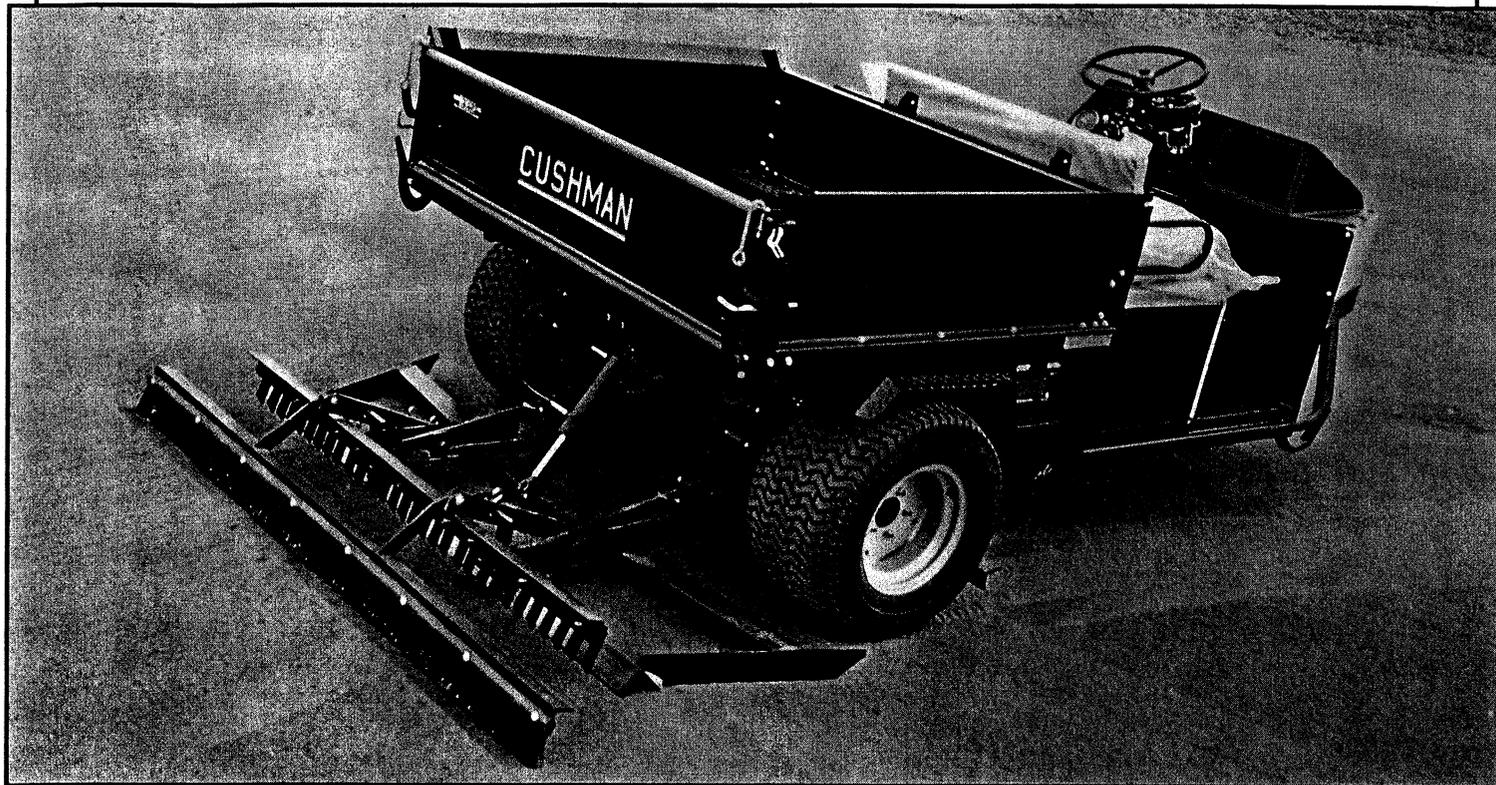
(PTO is optional on Models 532/632)

Vicon® Spreader, Turf Master™ Sprayers, Seed and Fertilizer Spreader

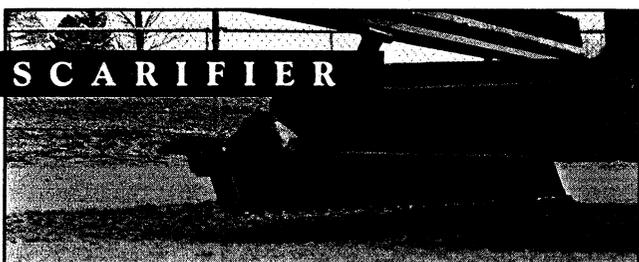
### ■ ACCESSORIES

Drag mat bar set, fiberglass cab, cloth or steel door set, exhaust spark arrester, heater/defroster, mirror set, speedometer, tailgate release set, turn signals, heavy-duty PTO (standard on Model 633), power converter (excludes Models 633/634), box liner, roof vent; third gear high range lockout

# INFIELD GROOMER FOR BALL DIAMONDS



## GL650 REDESIGNED



**G**roomer with its floating design prevents ridges yet fills holes and uneven surfaces.

**T**HE GROOMER was designed to be used with the utility box on the Cushman truckster, allowing material to be dumped and leveled in one operation.

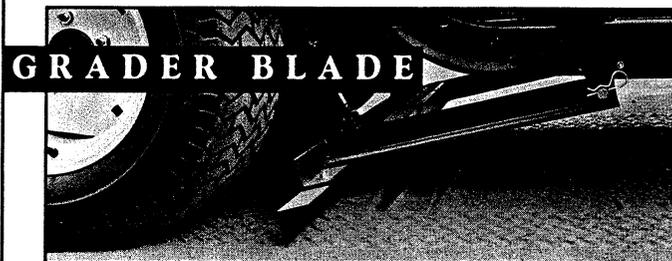
Manufactured By:

*Rahn Manufacturing Inc.*

3245 Sibley Memorial Highway  
Eagan, Minnesota 55121  
612-688-8073

**G**roomer Leveler with hydraulic down pressure. Scarifier Bar that can be moved up and down as desired. It remains on Leveler. Pull arms have locking device to hold Groomer solid when Scarifier is in use.

**G**roomer with Broom will leave a fine finished surface.



New additional option.

Sold By

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## AGENDA REPORT

Action by Council:

Endorsed \_\_\_\_\_

Modified \_\_\_\_\_

Rejected \_\_\_\_\_

Date \_\_\_\_\_

**TO:** Michael McGuire, City Manager

**FROM:** Craig Dawson, Assistant City Manager

**RE:** CITY CODE REVISION, LATE CHARGES FOR UTILITY BILLS (SECOND READING)

**DATE:** September 9, 1996

INTRODUCTION

At the July 1996 Council/Manager workshop, the Council gave conceptual approval to amend the section of the City Code relating to late charges for utility bills. The change would allow the city manager to exercise discretion in assessing late charges due to circumstances related to a customer's non- or late payment. On August 26, 1996, the City Council approved the first reading of an ordinance to so amend the City Code.

BACKGROUND

Section 28-24(a) of the Maplewood City Code related to sewer utility charges and states:

"There shall be added to all statements not paid by the date indicated. . . a delinquency charge of ten (10) percent of the amount due."

Section 35-54 of the Code states that the handling of delinquencies on hydrant charges "shall be the same as that specified for sewer service charges."

Section 16-58 of the Code sets rates for recycling services, but does not have any provision for delinquent charges.

Customers occasionally cite unusual circumstances as reasons they were not able to send in a bill on time, and then protest the late charge and/or ask that it be waived. It can become time-consuming and more expensive to collect the delinquency than what is owed.

The proposed amendment would allow the city manager to consider the circumstances related to the late payment and exercise discretion in charging delinquency amounts for the City's utilities.

RECOMMENDATION

**It is recommended that the City Council approve the second reading to adopt the ordinance amending Sections 16-58 and 28-24 of the Maplewood City Code.**

**City of Maplewood  
Ramsey County, Minnesota**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING SECTIONS 16-58 AND 28-24  
OF THE MAPLEWOOD CITY CODE,  
RELATING TO DELINQUENT ACCOUNTS FOR UTILITY SERVICES

HEREBY BE IT ORDAINED by the City Council of the City of Maplewood that the Maplewood City Code be amended:

Section 1. Section 16-58 relating to recycling charges is amended to read:

**Sec. 16-58. Rates and Charges.**

(3) There shall be added to all statements not paid by the date due a delinquency charge of ten (10) percent of the amount due, provided, however, that the city manager may adjust the delinquency charge based upon a customer's circumstances such that the amount billed could not be paid by the date due. This authority granted to the city manager will apply to all accounts which have delinquencies that occur after January 1, 1996.

Section 2. Section 28-24 (a) relating to sewer utility charges is amended to read:

**Sec. 28-24. Delinquent accounts.**

(a) There shall be added to all statements not paid by the due date indicated in section 28-23 a delinquency charge of ten (10) percent of the amount due, provided, however, that the city manager may adjust the delinquency charge based upon a customer's circumstances such that the amount billed could not be paid by the date due. This authority granted to the city manager will apply to all accounts which have delinquencies that occur after January 1, 1996.

Section 3. Effective Date:

This ordinance is effective upon its passage and publication.

Adopted this 9th of September, 1996.

Action by Council:

Endorsed \_\_\_\_\_

Modified \_\_\_\_\_

Rejected \_\_\_\_\_

Date \_\_\_\_\_

## MEMORANDUM

**TO:** Mike McGuire  
City Manager

**FROM:**   
Sherrie Le  
Human Resource Director

**RE:** GROUP INSURANCE COVERAGE

**DATE:** September 3, 1996

The following summarizes the employee insurance coverage proposed to be effective October 1, 1996. We went out for bid this year based on the five year statutory requirement. The Employee Insurance Committee recommends approval of the following:

### HEALTH

One-year contracts for health insurance coverage with Medica and Health Partners. There is no change in the premium for Health Partners and a 9% increase in the premium for Medica. The benefits are essentially the same except for legally mandated changes improving mental health coverage.

### LIFE

A one-year contract for life insurance coverage with Minnesota Mutual. There is no change to the carrier or coverage. The premiums will decrease by 23% resulting in an estimated savings, based on current enrollment, of \$2,383 for the contract year.

### DENTAL

A one-year contract for dental plan administrative services with DCA. There is no change here except the administrative costs will increase from \$2.65 to \$2.70 per employee per month.

This year we had a large increase in claims that reduced our fund balance to an unacceptably low level. We have analyzed the claims and are unable to attribute it to any one cause. Claims were up in each type of service for both current and new employees. This increase was not anticipated by either the City or DCA.

We made two changes to deal with the large decrease in fund balance. The first change is an increase in rates of approximately one third for both single and dependent dental. The rates will increase from \$16.78 to \$22.50 per month for single coverage and from \$27.40 to \$37.00 per month for dependent coverage.

The second change is to adopt a waiting period for the more expensive claims for new hires. Effective October 1, 1996, new hires are proposed to be immediately eligible for preventive and minor restorative work only. They will be eligible for coverage of major restorative work and orthodontia after a twelve month waiting period. This waiting period was already in place for anyone who added single or dependent dental at any time other than when they first started. These two changes should help meet future claims costs and hopefully, restore a little of the fund balance.

In the past, our policy was to maintain a minimum fund balance of five percent of annual claims. We had consistently exceeded this by a significant margin. Our insurance consultant, Joe Weil from Creative Benefit Strategies, recommends we increase the minimum fund balance to at least 30% of annual claims to help minimize the annual fluctuations in premiums. I concur with his recommendation although we will have to work up to the 30% over a period of time.

## LTD

A one-year contract for long-term disability coverage with Fortis. This is a change in carrier from our present carrier, Schools Insurance Fund. Fortis is a large well-known, financially stable company. The premium for the next contract year will decrease from \$.48 to \$.36 per \$100 of monthly covered payroll. This will save the City just over \$7259 per year. In addition, Fortis has guaranteed their rates for 27 months.

In addition, there are several improvements in the coverage. The maximum payout will increase from \$2500 per month to \$5000 per month and the maximum covered salary will increase to \$100,000. Other improvements in the benefits include:

- ▶ a childcare benefit of up to \$350 per month;
- ▶ rehabilitation coordinators to help employees with rehabilitation and worksite accommodation; and
- ▶ a rehabilitation benefit for spouses under certain conditions when the employee is not able to return to work.

**RECOMMENDATION**

Please forward to the City Council the Insurance Committee's recommendation to award the insurance bids as described.

AGENDA REPORT

Action by Council:

Endorsed \_\_\_\_\_

Modified \_\_\_\_\_

Rejected \_\_\_\_\_

Date \_\_\_\_\_

TO: City Manager

FROM: Assistant City Engineer

SUBJECT: Project 95-18, Bellaire Avenue Utility and Street Improvements  
Assessment Hearing

DATE: August 30, 1996

I have attached the proposed assessment roll and the resolution adopting the roll. The project is being completed in conjunction with the City of North St. Paul. The contractor, Shafer Construction Co., has begun working on the portion of the project in North St. Paul and anticipates beginning work on the Maplewood portion anytime. The funding for the project has been proposed as follows:

State aid	\$ 65,875
Sewer fund	2,600
Assessments	<u>41,825</u>
Total	\$110,300

All affected property owners have been invited to the hearing and will be given the opportunity to present any assessment appeals.

RAM

jc  
Attachments

RESOLUTION  
ADOPTION OF THE ASSESSMENT ROLL

WHEREAS, pursuant to proper notice duly given as required by law, the city council has met and heard and passed on all objections to the proposed assessment for the construction of Bellaire Avenue Improvements as described in the files of the city clerk as Project 95-18, and has amended such proposed assessment as it deems just,

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

1. Such proposed assessment, as amended, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable on or after the first Monday in January, 1997, and shall bear interest at the rate of 7.0 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 1996. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. It is hereby declared to be the intention of the council to reimburse itself in the future for the portion of the cost of this improvement paid for from municipal funds by levying additional assessments, on notice and hearing as provided for the assessments herein made, upon any properties abutting on the improvement but not made, upon any properties abutting on the improvement but not herein assessed for the improvement, when changed conditions relating to such properties make such assessment feasible.
4. To the extent that this improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made, but which are not herein assessed, therefore, it is hereby declared to be the intention of the council, as authorized by Minnesota Statutes Section 420.051, to reimburse the city by adding any portion of the cost so paid to the assessments levied for any of such later extension or improvements.
5. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

Action by Council:

**MEMORANDUM**

TO: City Manager  
 FROM: Ken Roberts, Associate Planner  
 SUBJECT: **Preliminary Plat**  
 PROJECT: **Highwood Estates No. 4**  
 DATE: August 30, 1996

Endorsed \_\_\_\_\_  
 Modified \_\_\_\_\_  
 Rejected \_\_\_\_\_  
 Date \_\_\_\_\_

**INTRODUCTION****Project Description**

Roar Development is proposing to develop lots for 27 single-family homes. They call this development Highwood Estates No. 4. It would be between Lakewood Drive and McKnight Road, south of Highwood Avenue. Refer to the maps on pages 9-12.

**Requests**

To build this project, Roar Development and Raymond and Mary Lee Maida, the property owners, are requesting that the city approve:

1. Development on existing slopes greater than 25 percent. (See the map on page 13 and the letter on pages 17 and 18.)
2. A preliminary plat for 27 house lots and an outlot next to the property at 2292 Highwood Avenue. The proposed outlot is for a garage encroachment from 2292 Highwood Avenue. (See the maps on pages 12-16.)
3. A variation from the city code to reduce the required street width. The developer is asking to reduce the streets from 32 feet to 28 feet from gutter to gutter. (Refer to the letter on pages 19-21.)

**BACKGROUND**

On September 28, 1987, the city council approved Gonyea's Oak Heights Third Addition preliminary plat. This preliminary plat was for 19 single-dwelling lots along Lakewood Drive and Mamie Avenue, south of Highwood Avenue.

On February 13, 1989, the council approved Gonyea's Oak Heights Third Addition final plat. This final plat created 19 lots for houses along Lakewood Drive and Mamie Avenue. The plat also created Southcrest Court street right-of-way, west of Lakewood Drive. With this final plat, the city provided street access to the Roar Development site. This access is from the temporary cul-de-sac on the west end of Mamie Avenue and with the Southcrest Court street right-of-way west of Lakewood Drive.

## **DISCUSSION**

### **Open Space and Parks**

The Maplewood Open Space Committee called this property Site 164. They ranked this site 26th out of the 66 they rated and seventh out of the 19 they rated in this neighborhood. Maplewood has not included this site in its park or open space acquisition plans.

Many neighbors prefer to keep this property for open space or a park. Maplewood or Ramsey County would have to buy this property to keep it as open space. Ramsey County has no plans to buy the property.

There is no shortage of open space in this area. Maplewood recently bought the Grandview open space on Carver Avenue (13.3 acres) and the Kayser open space east of Sterling Street north of Highwood Avenue (16 acres). The city also is negotiating with Beverly Stielow to buy about 10 acres of her property on the northwest corner of Carver Avenue and Sterling Street. This purchase would be for additional open space and would be directly east of the Grandview open space. Pleasantview Park (14.4 acres) is south and east of the site, just east of the houses on Lakewood Drive. The city also bought another 8 acres of the Kayser property east of Sterling Street for a future neighborhood park. (Please see the Highwood Land Use Plan map on page 11 for the location of these areas.)

### **Preliminary Plat**

#### **Construction on a Slope**

Section 9-194 of the city code has standards for construction on slopes. Specifically, Subsection (d) requires the city council to approve the alteration of slopes 25 percent or more in grade. The code requires the council to base their decision on the degree of alteration of the slope and the importance of the slope to the character of the area. Much of the proposed plat site has existing slopes of 25 percent or more. (See the plat and existing topography map on page 13.)

As proposed, the plat will require grading of most of the site, including most of the area with slopes of at least 25 percent. (See the proposed grading plan on page 14.) The developer needs to do the extensive grading to have the proposed streets and utilities meet Maplewood's construction standards. However, the basic character of the site will remain unchanged. That is, the site will generally slope from east to west (Lakewood to McKnight) with the eastern and western edges of the site staying as is to match the grades of the neighbor's properties.

#### **Density and Lot Size**

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 11,899 square feet to 64,745 square feet with an average lot size of 25,216 square feet. The lots east of this site on Lakewood Drive and Mamie Avenue range in size from 10,147 to 14,070 square feet. For the properties on the east side of McKnight Road, the house lots range in size from 34,200 square feet to 106,442 square feet (2.4 acres with a ponding easement). The city code requires at least 10,000 square feet above a drainage easement and 75 feet of width. All the proposed lots meet or exceed city standards. Maplewood cannot reduce the number of lots or require larger lot sizes if the proposed plan meets the city's ordinances.

## **Trees**

Roar Development 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 detailed 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. For this site, the ordinance requires that at least 172 large trees remain. If the developer cannot keep that many large trees, the ordinance requires him to plant replacement trees. This would be up to a maximum of ten trees per gross acre so there are at least 172 trees on site. The ordinance does not apply to trees under eight inches in diameter or box elder, cottonwoods or poplar trees.

## **Wetlands**

There are no wetlands on this site. However, the site drains to the west to a ponding area behind 1050 and 1060 McKnight Road. The city engineer recommends that the developer add a storm water pond near the rear of Lots 6 and 7, Block 1 to slow and treat the storm water before it enters the existing pond.

## **Drainage - Watershed District**

The Ramsey/Washington Metro Watershed District received the proposed project plans. Pat Conrad, of the watershed district, has reviewed the proposed plans and has given them preliminary approval. Roar Development or the contractor must get a permit from the watershed district before starting grading or construction.

## **Reduced Street Widths**

Section 29-52 of the city code requires that local streets be 32 feet wide (gutter to gutter). The code says that the city council may permit variations from this requirement in specific areas that do not effect the general purpose of this section. Roar Development wants to build 28-foot-wide streets. (See the letter starting on page 19.) The city engineer is for this code variation if the city limits parking to one side of the street. Since 1993, the council has approved the same street widths with no parking on one side for the Oak Ridge, Maple Woods Estates, Beth Heights and Parkview developments. The narrower streets would provide a larger setback between the street and the homes and would put less impervious surface on the site.

## **Neighbor Concerns (Refer to page 7 for the full summary of replies.)**

### **Traffic increase on Lakewood Drive would be hazardous.**

Ken Haider, the city engineer, said the city designed and built Lakewood Drive as a minor collector street to serve the traffic needs in this part of Maplewood. He also said the current four-way stop at Lakewood and Snowshoe is functioning well. Mr. Haider believes this intersection will continue to operate well after the construction of the proposed development.

The proposed layout puts all the plat traffic on Lakewood Drive. Lakewood Drive was designed and built as a minor collector street (36 feet wide instead of 32 feet wide) with a sidewalk on the east side. Some neighbors believe there is too much traffic on Lakewood Drive already. The city engineer believes that Lakewood Drive can handle the traffic from this development.

Several neighbors suggested connecting a street from the plat to the north to Highwood Avenue. Such a street would go through proposed Lot 15 west of the Maidas (2322 Highwood Avenue) but would require additional extensive grading and tree loss. The existing grade south of Highwood Avenue is at least 15 percent while the maximum street grade that the city allows is 7 percent. Retaining walls also would be necessary to get to the Maidas' existing garage because the new street would be about ten feet lower than the existing garage.

**This development would affect the trees and wildlife habitat.**

The developer has designed this site to preserve the trees west of proposed Dorland Road and east of the existing pond behind 1050 and 1060 McKnight Road. The required sedimentation basin will help protect the existing pond. Saving the trees east of the existing pond would lessen the loss of wildlife habitat.

### **Neighborhood Preference**

Many replies said the city should buy this land as open space or reduce the number of lots in the development. The city reviewed this site as part of the open space process but the open space committee ranked the site 26th out of the 66 they considered. There is no shortage of open space and parks in this area as discussed on page 2. As I also noted earlier, the city cannot require the developer to increase the lot sizes or reduce the number of lots in the plat if they meet all city code requirements.

### **COMMISSION ACTION**

On August 18, 1996, the planning commission recommended that the city council approve three requests for this project. These include development on slopes greater than 25 percent, the preliminary plat and a street width code variation.

### **RECOMMENDATIONS**

- A. Approve the alteration of a slope over 25 percent in grade for the construction of Highwood Estates No. 4 preliminary plat. The council should approve this alteration because:
1. The degree of alteration will not affect the basic character of the slope.
  2. The alteration will not affect the importance of the slope to the character of the area.
  3. The council approved a similar request in 1987 for the Gonyea Company to build the Oak Heights development in the area.
- B. Approve the Highwood Estates No. 4 preliminary plat (received by the city on June 19, 1996). 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, silt fence and signs at the grading limits.
  - c. Have NSP install street lights in three locations, primarily at street intersections. The exact location and type of lights shall be subject to the city engineer's approval.
  - d. Pay the city for the cost of traffic-control, street identification and no-parking signs.
  - e. Provide all required and necessary easements.
  - f. Demolish or move the existing shed behind 2322 Highwood Avenue on proposed Lot 11, Block 1. Abandon any wells or septic systems within the plat, subject to the Environmental Health Official's approval.
- 2.\* Have the city engineer approve final construction and engineering plans. These plans shall include grading, utility, drainage, erosion control, tree 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 the land that the street construction will disturb.
    - (3) Provide a permanent, dual-purpose sedimentation basin as described in the draft 1996 Ramsey/Washington Metro Watershed District Watershed Management Plan at the end of the storm water pipe between Lots 6 and 7, Block 1 near the existing pond.
    - (4) Show housing styles that reduce the grading on sites where the developer can save large trees.
    - (5) All proposed slopes steeper than 3:1 shall be identified on the proposed construction plans. The city engineer shall approve the plans, specifications and management practices for any slopes steeper than 3:1.
    - (6) Show all retaining walls on the plans. Any retaining walls more than 4 feet tall require a building permit from the city.
  - c. Change the plat to show the street curves next to Lots 2-5 and Lots 8-11, Block 1 with a minimum of a 150-foot radius on the centerline. Also change the lot lines in the plat to make them radial to the new street centerlines.
  - d. Change the grading and utility plans to follow the revised street and lot design required in Condition 2(c) above. In addition, move the proposed sanitary sewer line between Lots 9 and 10, Block 1 to between Lots 10 and 11, Block 1. This change is to drop one manhole and to lessen the amount of sewer pipe. This sewer line change may require changing the grading plan to make the grades meet city standards.

- e. Provide a tree plan for the city engineer's approval before grading or final plat approval. This plan shall show where the developer will remove, save, move or replace large trees. This plan also must show the size, species and location of any trees that the developer will plant as replacement trees. All deciduous trees the developer plants shall be at least 2-1/2 inches in diameter. There shall be no tree removal beyond the approved grading and tree limits.
- f. The streets shall be 28 feet wide from face to face of the concrete curb and gutter with no parking on one side.

3. Change the plat as follows:

- a. Add and change 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 Nemitz Court as Maida Court on the final plat and construction plans.

4. Provide all easements required by the city engineer.

5. The developer shall complete all grading for public improvements and overall site drainage. The city engineer shall include in the developers agreement any grading that the developer or contractor has not completed before final plat approval.

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.

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

C. Adopt the resolution on page 29. This resolution approves a city code variation for 28-foot-wide streets in Highwood Estates No. 4. This variation is subject to no parking on one side of the streets and the developer paying the city for the cost of the no-parking signs.

## CITIZENS' COMMENTS

I surveyed the owners of the 85 properties within 350 feet of this site. Of the 45 replies, 6 had no comment, 7 were for and 32 objected. (I have summarized the objections due to the large number and duplication of replies.)

### For

1. I am for the proposal but do not want an outlet on to Highwood Avenue. (Wehrle - 2315 Highwood Avenue)
2. I would like to see Highwood Avenue repaired to handle this increase traffic and truck use for this project. The road is getting quite torn up with the heavy truck use. (Aherns - 936 Currie Court)
3. Only if the deer problem can be eliminated. The more development that occurs in the area the more landscape damage I get from feeding deer. (Eldridge - 2316 Valley View Court)
4. I would like to see covenants enforced on the homes to be built, so as to protect property values. I would also like to see one street exit on to Highwood, rather than both on to Lakewood. (Anonymous)
5. It looks like a good development. (Dennis Gonyea, Gonyea Development Company)

### Objections

There were several letters and comments in opposition. The main objections or concerns were:

1. The density is too high. Increase the lot sizes and have fewer houses.
2. The city should buy the property for open space or nature preserve, there is a need for more open space in the area.
3. There would be a loss of wildlife habitat and trees, general environmental impacts.
4. Storm water drainage impacts (especially on ponds near McKnight Road).
5. The amount of grading required and erosion and drainage concerns.
6. The traffic increase would be hazardous, especially on Lakewood Drive. Connect one street to Highwood Avenue.
7. The impacts on the schools.

Also see the petition and letters on pages 22-28. These represent the comments staff received.

## REFERENCE INFORMATION

### SITE DESCRIPTION

Site size: gross acreage - 17.19 acres, net acreage - 15.05 acres

Existing land use: a house and accessory buildings at 2322 Highwood Avenue and undeveloped

### SURROUNDING LAND USES

North: Houses across Highwood Avenue

South: Houses in the Oak Heights Additions

West: Houses on McKnight Road

East: Houses on Mamie Avenue and Lakewood Drive

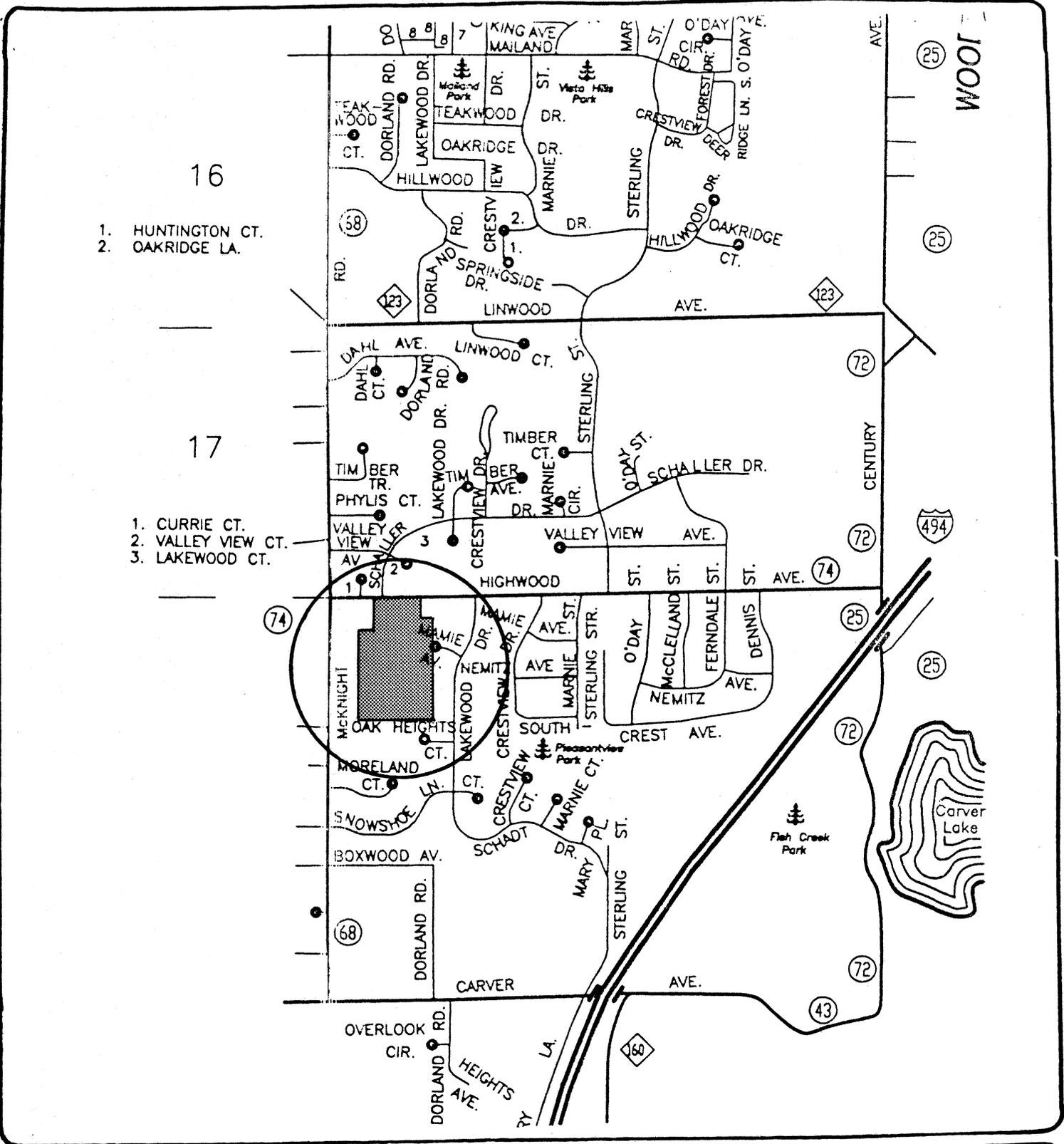
### PLANNING

Existing Land Use Plan and Zoning designations: R-1 (single dwellings)

p:sec 13-28/hghest4t.mem

#### Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Highwood Land Use Plan Map
4. Proposed Preliminary Plat
5. Plat and Existing Topography
6. Proposed Grading Plan
7. Erosion Control Plan
8. Proposed Utility Plan
9. 7-11-96 letter from Roar Development (slopes)
10. 8-9-96 letter from Roar Development (street widths)
11. Neighbors Petition and Alternative 1
12. 7-3-96 letter from Sullivans
13. 6-28-96 letter from Willis
14. 6-25-96 letter from Jodi Fish
15. Street Width Code Variation Resolution
16. Plans date-stamped June 19, 1996 (separate attachment)

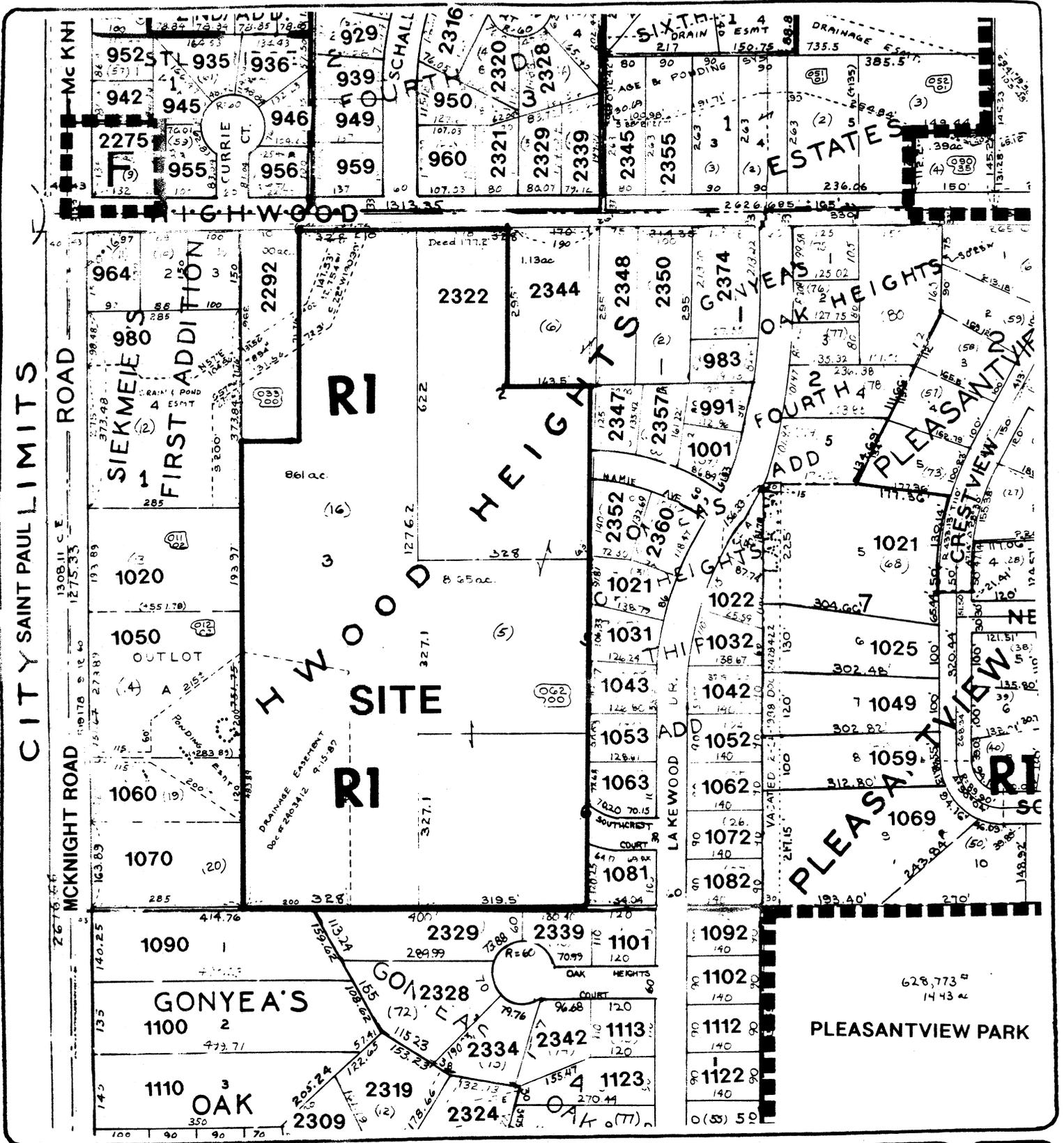


- 1. HUNTINGTON CT.
- 2. OAKRIDGE LA.

- 1. CURRIE CT.
- 2. VALLEY VIEW CT.
- 3. LAKEWOOD CT.

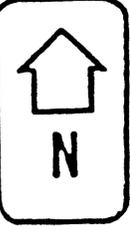
# LOCATION MAP

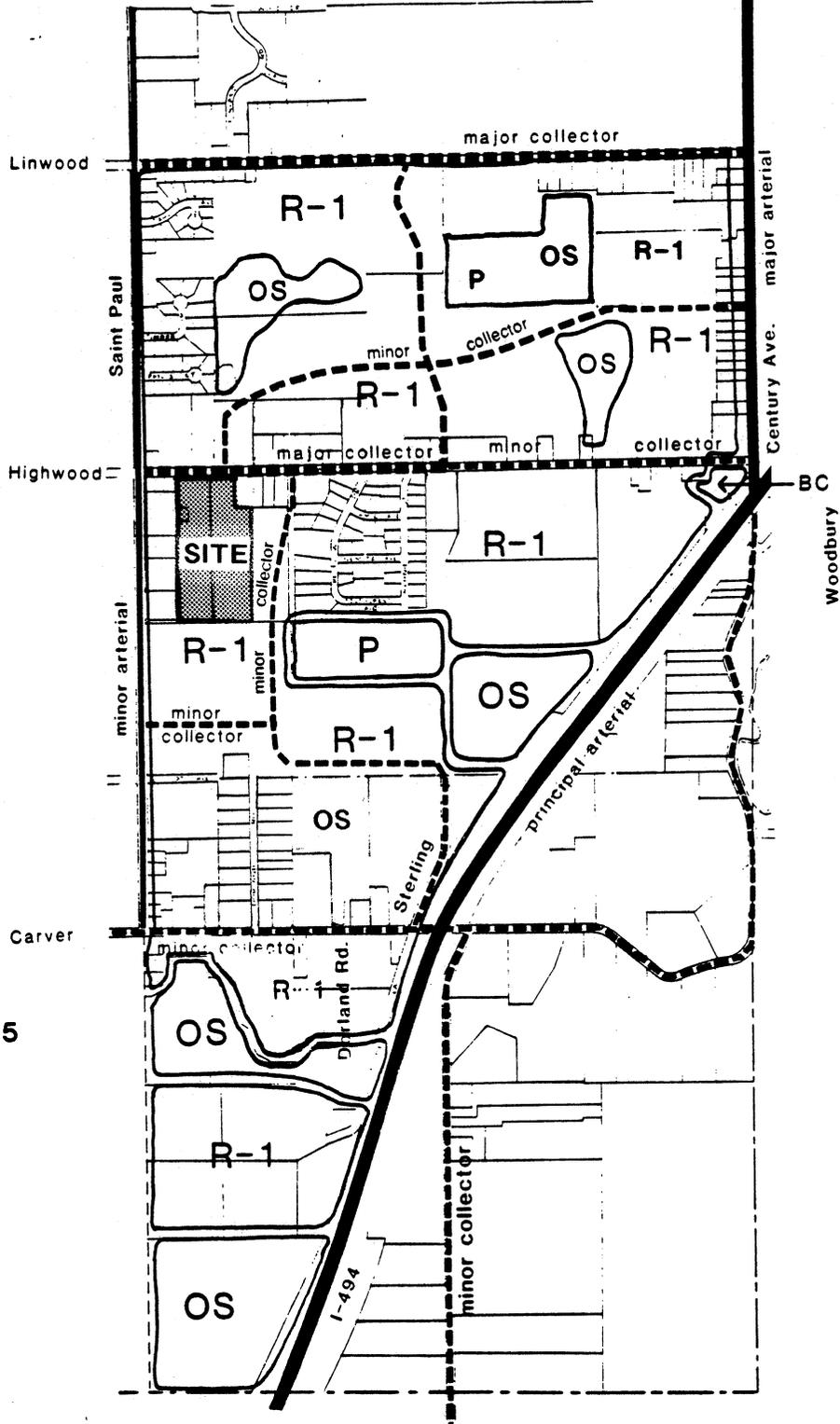




CITY SAINT PAUL LIMITS

PROPERTY LINE / ZONING MAP

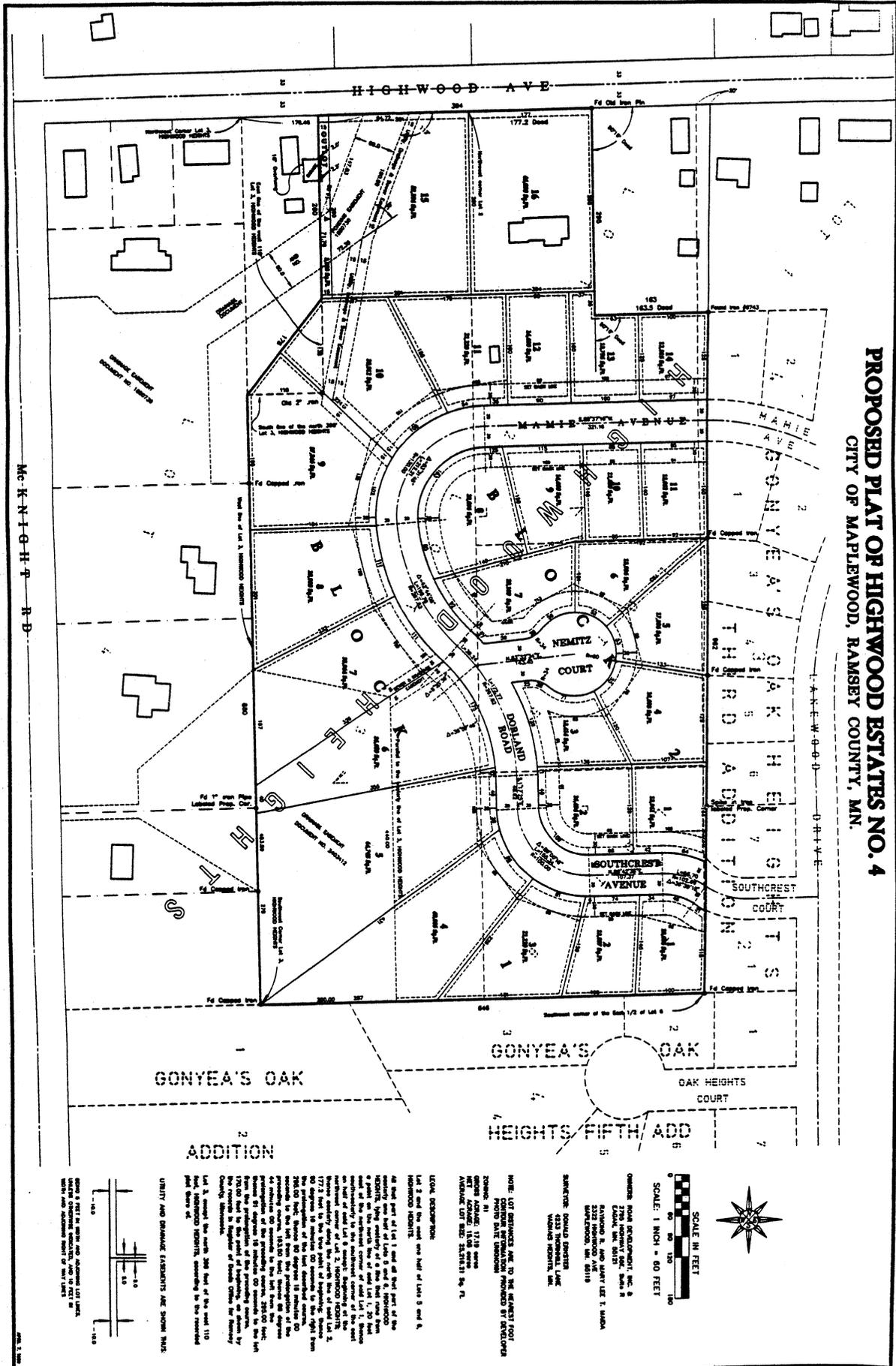




REVISED  
7-20-95

**HIGHWOOD  
NEIGHBORHOOD LAND USE PLAN  
PLANNING AREA NUMBER 12**





**PROPOSED PLAT OF HIGHWOOD ESTATES NO. 4**  
 CITY OF MAPLEWOOD, RAMSEY COUNTY, MN.

**LEGAL DESCRIPTION:**  
 Lot 2 and the east one half of Lot 3 and 4, HIGHWOOD HEIGHTS.

**NOTE:** LOT DISTANCES ARE TO THE NEAREST FOOT. CORNER ESTABLISHMENT PROVIDED BY DEVELOPER. PROPERTY OWNERS: 1719 acres. METERS: 1428 meters. AVERAGE LOT SIZE: 24,283.71 Sq. Ft.

**OWNER:** SOUTHCREST DEVELOPMENT, INC. 4  
 2700 IMPERIAL SEC. 200A  
 COLUMBIA, MO. 65201

**ATTORNEY:** RANDY LEE T. MADON  
 4400 W. 10TH ST. S.W.  
 MAPLEWOOD, MN. 55151

**ENGINEER:** DONALD SWENSON, INC.  
 1000 W. 10TH ST. S.W.  
 MAPLEWOOD, MN.

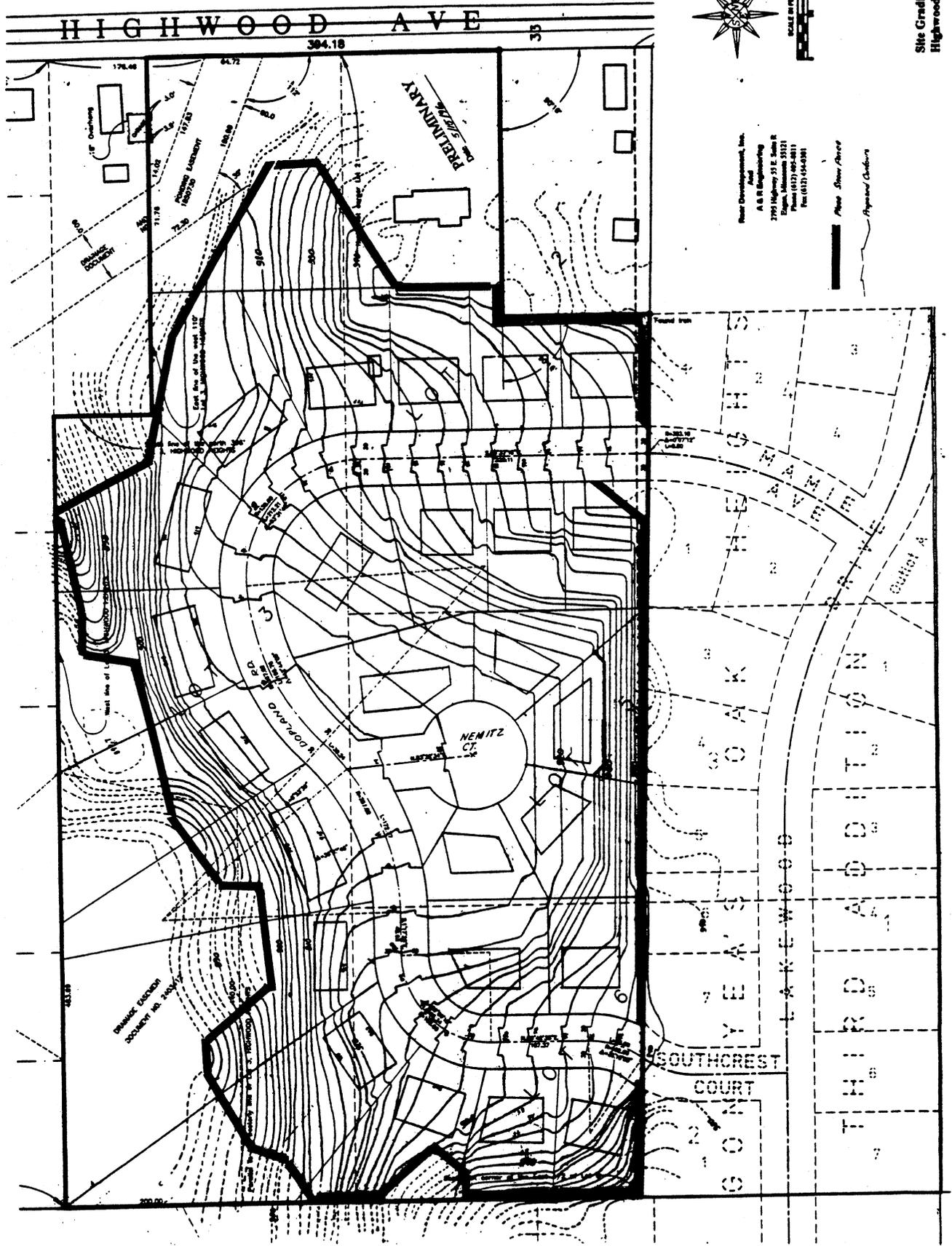
**SCALE IN FEET**  
 0 50 100 150  
 SCALE: 1 INCH = 50 FEET

**UTILITY AND DRAINAGE EASEMENTS ARE SHOWN HERE.**

**NOTE:** A 5' EASEMENT IS SHOWN FOR ADJACENT LOT 100. THIS EASEMENT IS SHOWN FOR THE USE OF THE ADJACENT LOT 100. THIS EASEMENT IS NOT A PART OF THIS PLAT AND IS NOT TO BE CONSIDERED AS SUCH.

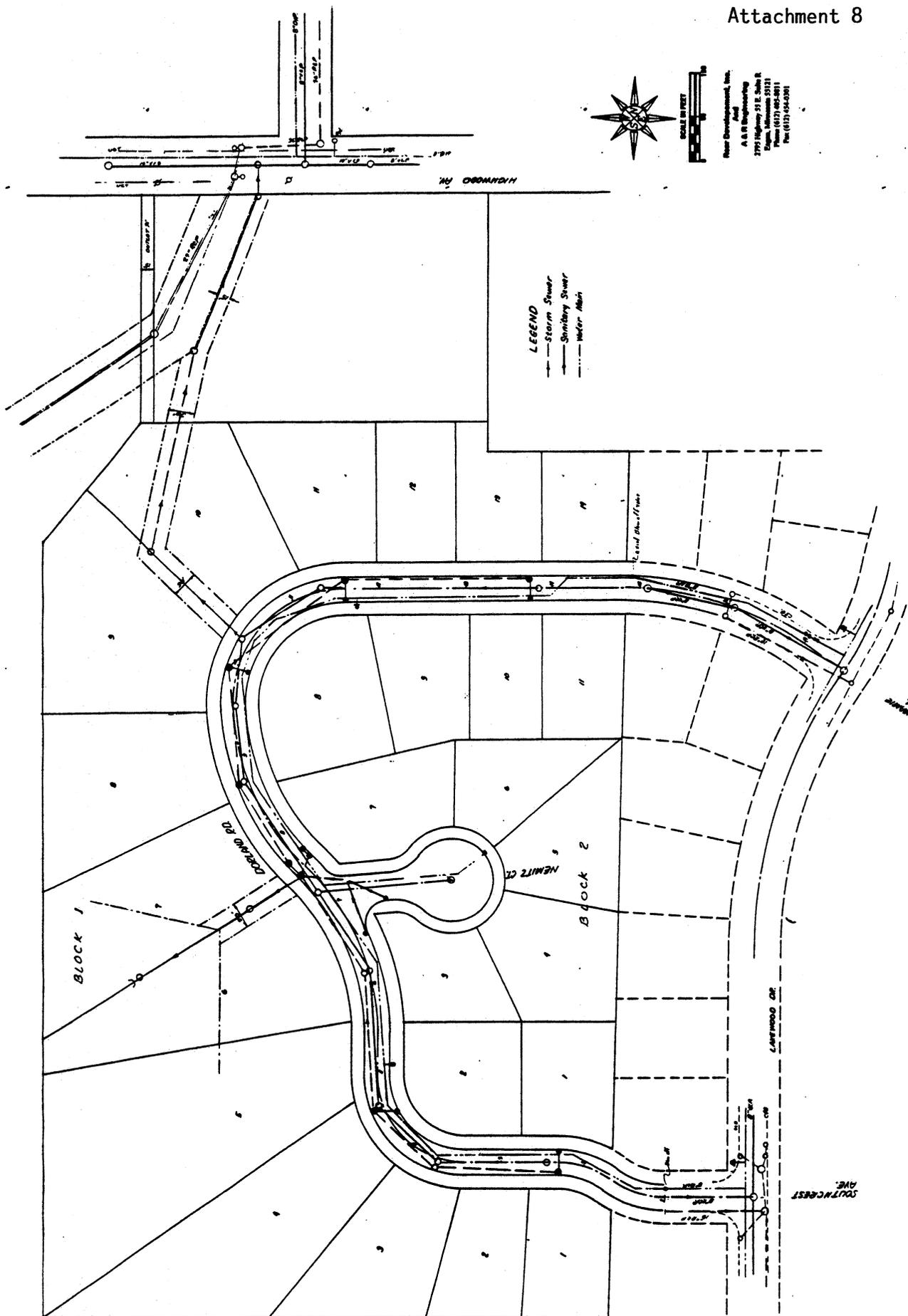
**PROPOSED PRELIMINARY PLAT**





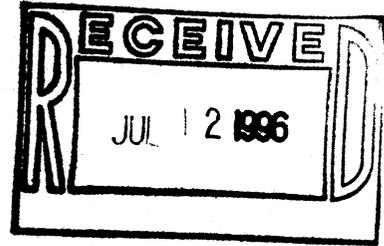
PROPOSED GRADING PLAN





**PROPOSED UTILITY PLAN**

**Roar Development, Inc.  
2795 Highway 55 E. Suite R  
Eagan, Minnesota 55121**



July 11, 1996

City of Maplewood  
1830 E. County Road B  
Maplewood, MN. 55119

Re: Highwood Estates No. 4  
Preliminary Plat

ATTN: Honorable Mayor and City Council

Our company has submitted a Preliminary plat proposal for 2 tracts of land in south Maplewood for your review and approval. These tracts, consisting of about 17 acres, are located on the south side of Highwood Avenue between McKnight Road and Lakewood Avenue and described as:

Tract A: Lot 2 and the west 1/2 of Lots 5 and 6, HIGHWOOD HEIGHTS.  
Also part of Lot 1 and part of the east 1/2 of Lots 5 and 6 HIGHWOOD HEIGHTS. Tract A is owned by Raymond and Mary Lee Maida.

Tract B: Lot 3, except the north 300 feet of the west 110 feet, HIGHWOOD HEIGHTS, according to the recorded plat there of. Tract B is owned by Roar Development, Inc.

These tracts are shown outlined in red on the attached plan. A recent review by city staff indicates that there will be some grading in areas of the project on existing slopes that exceed 25% grade which requires city council approval.

We have been working with the city planning and engineering staff to develop preliminary plans for the highest and best use of the referenced properties. Preliminary meeting with city staff on the plans submitted have generally received favorable review, recognizing that this site is difficult for development.

The development consists of 27 lots ranging from 11,900 square feet to 64,745 square feet, with the average lot size of 25,216 square feet. Because of the existing slopes and our best efforts to preserve as many trees as possible, all the lots exceed by more than 18% the minimum 10,000 square foot requirement.

As developers of Highwood Estates No. 1, No. 2, and No. 3; Roar Development had its contractors grade, construct slopes and protect existing slopes along the south side of Southcrest Avenue (a wooded and steep slope area) to provide for some of the higher value homes in this area. Many of these homes range from \$250,000 to \$300,000 in value. There are no erosion problems along this steep slope segment of the Highwood Estates project.

The owners of the subject tracts of land respectfully request your favorable consideration and approval of the preliminary plat for Highwood Estates No.4.

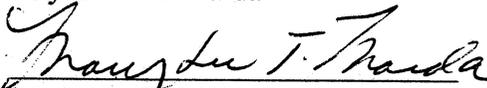
Respectfully Submitted,

 P.E.

Roar Development, Inc.

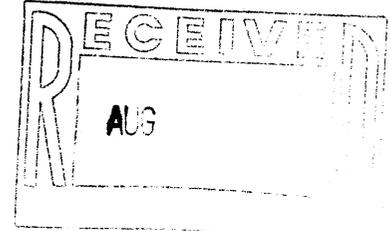


Raymond R. Maida



Mary Lee T. Maida

**Roar Development, Inc.**  
2795 Highway 55 E, Suite R  
Eagan, Minnesota 55121  
Office 405-8811



August 9, 1996

City of Maplewood  
1830 East County Road B  
Maplewood, Minnesota 55119

Re: Highwood Estates No. 4  
Preliminary Plat

ATTN: Honorable Mayor and City Council

Our company has submitted a preliminary plat proposal for two tracts of land in south Maplewood for your review and approval. These tracts, consisting of about 17 acres, are located on the south side of Highwood Avenue between McKnight Road and Lakewood Avenue and described as:

Tract A: Lot 2 and the west 1/2 of Lots 5 and 6, HIGHWOOD HEIGHTS. Also part of Lot 1 and part of the east 1/2 of Lots 5 and 6 HIGHWOOD HEIGHTS. Tract A is owned by Raymond and Mary Lee Maida.

Tract B: Lot 3, except the north 300 feet of the west 110 feet, HIGHWOOD HEIGHTS, according to the recorded plat thereof. Tract B is owned by Roar Development, Inc.

These tracts are shown outlined in red on the attached plan. We were informed by City staff that reducing the roadway width from 32 feet to 28 feet requires City Council approval.

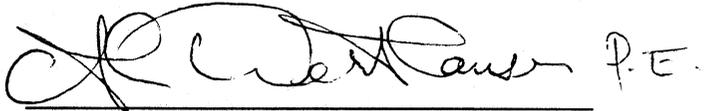
Reducing the roadway width by four feet would benefit and enhance our development and the surrounding developments for the following reasons:

1. The development has 25 large lots with ample off street parking. Many lots have over 100-foot frontages.
2. Although storm water drainage is not a problem, reducing the hard surfacing would reduce the storm water drainage by 12.5%.
3. Approving our request to reduce the roadway width would be consistent with similar requests approved in recent plats.

City of Maplewood  
August 8, 1996  
Page 2

The owners of the subject tracts of land respectfully request your favorable consideration and approval of the preliminary plat with the reduction in roadway width for Highwood Estates No. 4.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "R. Maida", followed by the initials "P.E." to the right. The signature is written in a cursive style.

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Roar Development, Inc.

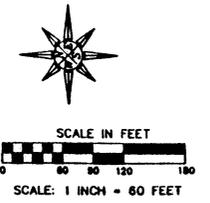
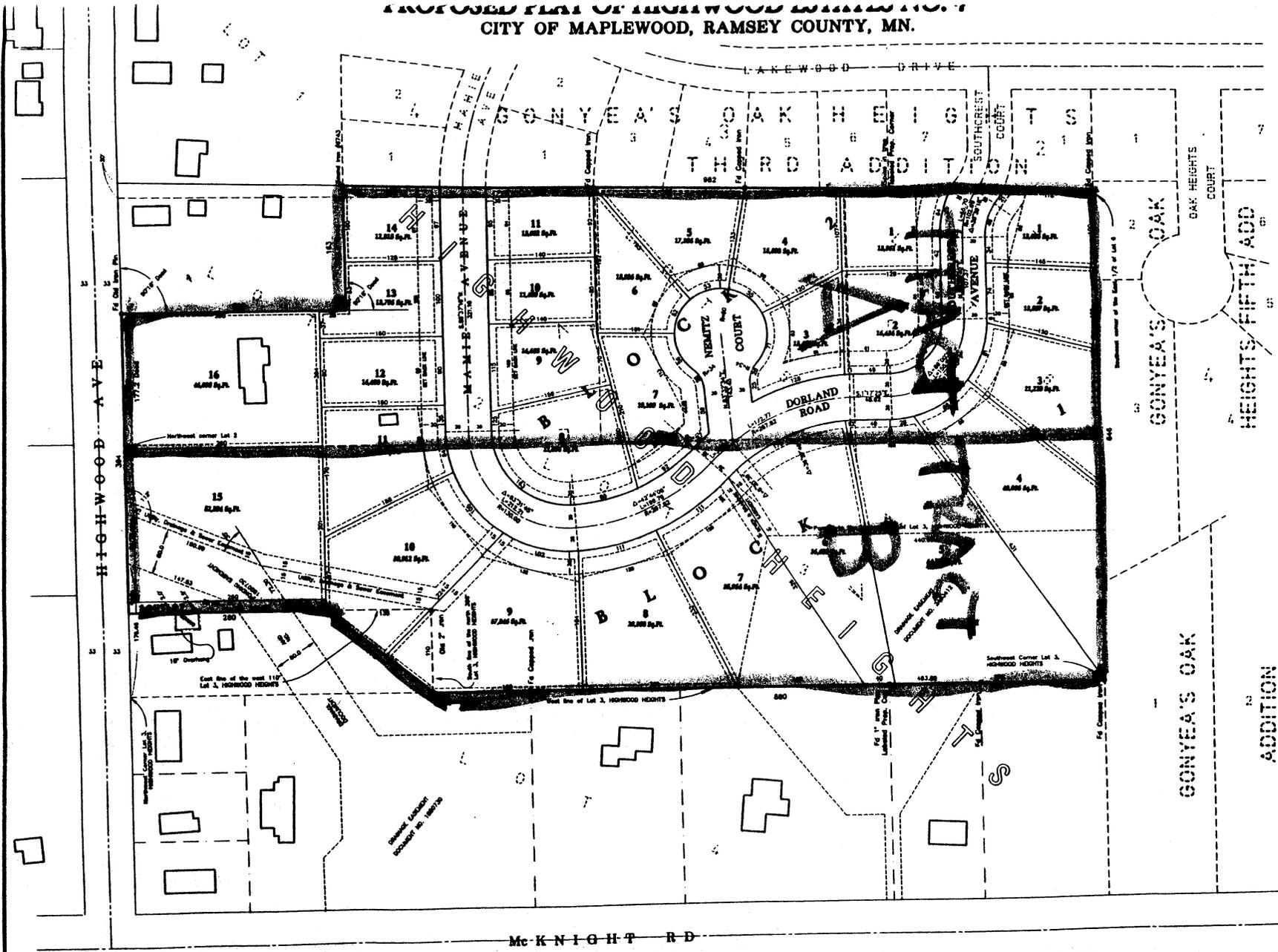
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Raymond R. Maida

---

Mary Lee T. Maida

**PROPOSED PLAN OF HIGHWOOD HEIGHTS NO. 1  
CITY OF MAPLEWOOD, RAMSEY COUNTY, MN.**



OWNERS: ROAR DEVELOPMENT, INC. &  
2785 HIGHWAY 55E, Suite R  
EAGAN, MN. 55121

RAYMOND R. AND MARY LEE T. MADA  
2322 HIGHWOOD AVE  
MAPLEWOOD, MN. 55118

SURVEYOR: DONALD ERHSTER  
4233 THORNHILL LANE  
VADNAIS HEIGHTS, MN.

NOTE: LOT DISTANCES ARE TO THE NEAREST FOOT  
CONTOUR INFORMATION PROVIDED BY DEVELOPER  
PHOTO DATE UNKNOWN

ZONING: R1  
GROSS ACREAGE: 17.18 acres  
NET ACREAGE: 15.05 acres  
AVERAGE LOT SIZE: 25,216.21 Sq. Ft.

LEGAL DESCRIPTION:  
Lot 2 and the east one half of Lots 5 and 6,  
HIGHWOOD HEIGHTS.

All that part of Lot 1 and all 1/2 part of the  
easterly one half of Lots 5 and 6, HIGHWOOD  
HEIGHTS, lying easterly of a line that runs from  
a point on the north line of said Lot 1, 20 feet  
east of the northeast corner of said Lot 1, thence  
southeasterly to the southeast corner of the east  
one half of said Lot 6 except: Beginning at the  
northwest corner of Lot 2, HIGHWOOD HEIGHTS;  
thence easterly along the north line of said Lot 2,  
177.2 feet to the true point of beginning; thence  
80 degree 18 minutes 00 seconds to the right from  
the prolongation of the last described course,  
285.00 feet; thence 80 degree 18 minutes 00  
seconds to the left from the prolongation of the  
preceding course, 183.50 feet; thence 80 degree  
44 minutes 00 seconds to the left from the  
prolongation of the preceding course, 285.00 feet;  
thence 81 degree 18 minutes 00 seconds to the left  
from the prolongation of the preceding course,  
170.00 feet to the point of beginning, as shown by  
the records in Register of Deeds Office for Ramsey  
County, Minnesota.

Lot 3, except the north 306 feet of the west 110  
feet, HIGHWOOD HEIGHTS, according to the recorded  
plat there of.

UTILITY AND DRAINAGE EASEMENTS ARE SHOWN THUS:

6.0  
10.0

BEING 6 FEET IN WIDTH AND ADJOINING LOT LINES,  
UNLESS OTHERWISE INDICATED, AND 10 FEET IN  
WIDTH AND ADJOINING RIGHT OF WAY LINES

21

Mc K N I G H T R D

Maplewood Project: Highwood No. 4 Section: 13-28

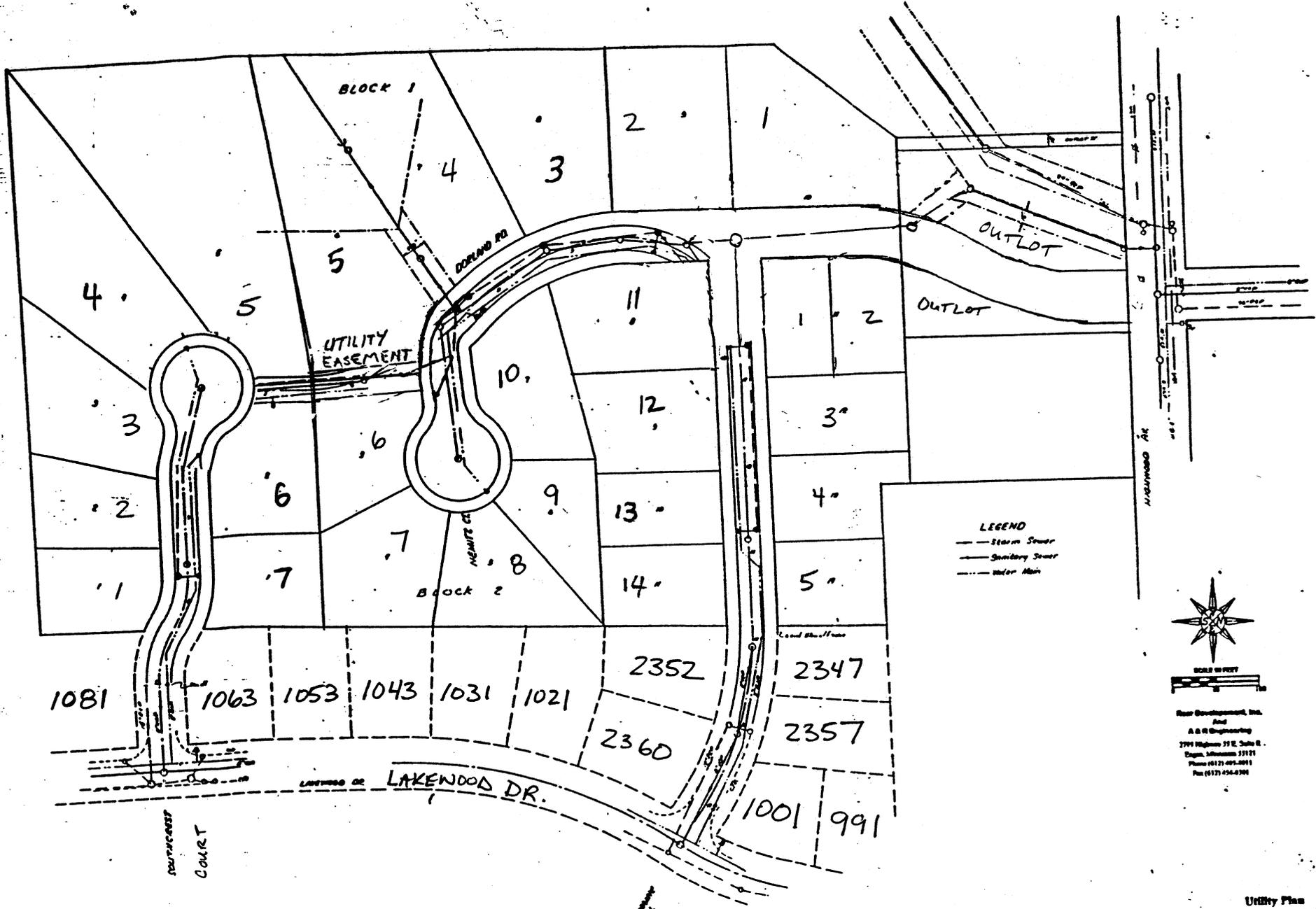
The Undersigned residents of the "Oak Heights" residential development strongly oppose the development "Highwood Estates No. 4" as presented by Roar Development of Eagan, Minnesota. Instead we propose that the land be developed per "Oak Heights Residents' Alternative 1" which is attached.

Name	Address	Date
<i>Al Wehrodorfer</i>	1052 Lakewood Dr., S. Maplewood	6/26/96
<i>Brian Sim</i>	1062 LAKEWOOD DR S.	6-26-96
<i>Margaret R. Hardin</i>	991 Lakewood Dr. S.	6-27-96
<i>Tommy Hansen</i>	991 Lakewood	6-26-96
<i>Granny W. Colburn - Son</i>	1062 Lakewood Dr. S	6/26/96
<i>Christine M. Motz</i>	1081 Lakewood Dr. S.	6/26/96
<i>David Warner</i>	1063 LAKEWOOD DR. S. MAPLEWOOD	6/30/96
<i>Alexis Zim-Warner</i>	1063 Lakewood Dr S Maplewood	6/30/96
<i>James G. Wargner</i>	1132 Lakewood Dr S Maplewood	6/30/96
<i>Janet Bullard</i>	1102 LAKEWOOD DR S MAPLEWOOD	7/1/96

Maplewood Project: Highwood No. 4 Section: 13-28

The Undersigned residents of the "Oak Heights" residential development strongly oppose the development "Highwood Estates No. 4" as presented by Roar Development of Eagan, Minnesota. Instead we propose that the land be developed per "Oak Heights Residents' Alternative 1" which is attached.

Name	Address	Date
<i>Donna Lamont</i>	1072 SOUTH LAKEWOOD	6-23-96
<i>Christina Lamont</i>	" " "	6-23-96
<i>Jeanette</i>	1092 S. Lakewood	6-23-96
<i>Billie</i>	1092 S. LAKEWOOD	6-23-96



**LEGEND**  
 — Storm Sewer  
 - - - Sanitary Sewer  
 ····· Water Main

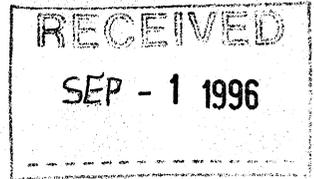


Site Development, Inc.  
 and  
 A & B Engineering  
 2791 Highway 51 E, Suite B  
 Ocala, Missouri 63121  
 Phone (617) 495-8811  
 Fax (617) 494-8791

Utility Plan  
 Highwood Estate

Oak Heights Residents' Alternative 1

JOE WENDL  
1060 MCKNIGHT ROAD SOUTH  
MAPLEWOOD, MINNESOTA 55119



Sept 3, 1996

Mayor & City Council  
Maplewood, Mn.

Re: Highwood Estates Fourth Addition.

Dear Mayor & Council,

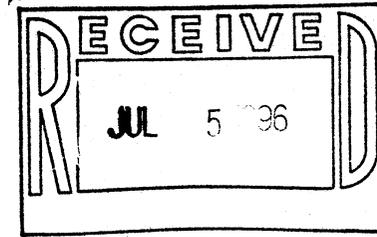
This letter is to voice our opposition to the above project. This project requires drainage of entire project area to ponding easement area located on our property. This area was constructed several years ago to alleviate drainage problem created by Gonyea development adjacent to this new project. It took several years and much work on the part of Maplewood and St Paul to complete this project. Also assessments were assessed to all property owners in the area. The project just barely solved drainage problem and the added drainage of this new project will recreate this problem. We feel the Council and Planning Commission should take a closer personal look at this area regarding future problem before any further action is taken.

Respectfully,  
Joe & Delores Wendl

Peter and Wendy Sullivan  
1022 Lakewood Drive South  
Maplewood, MN 55119

July 3, 1996

Kenneth Roberts  
Associate Planner  
1830 E. County Road B  
Maplewood, MN 55109



Dear Mr. Roberts:

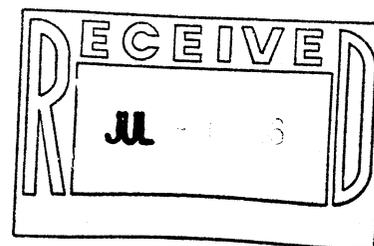
I am writing in response to your mailing of June 21, 1996 regarding the proposed development called Highwood Estates #4. First let me say that while I favor an individuals right to do with their property as they wish, I strongly urge the city to restrict development and purchase open spaces as much as is feasible. I am most certainly NOT in favor of any development of this land. Many visitors to this neighborhood comment on its uniqueness- newer homes, good streets, yet plenty of trees. In addition visitors and residents alike are blessed with frequent wildlife sighting. I believe the development of this land would have a negative impact on the quality of life in this neighborhood, and would likely decrease my property value.

That being said, and being realistic, I believe it is imperative that the city consider the needs of a neighborhood- full of children- to have a safe street system. The alternative proposals submitted by Brain and Jeanne Sinn accomplish that and we would favor their Alternative #1. As they mention, this proposal would increase traffic on highwood only by one house- the of the owner of the development. It is only fair that those who will profit by this development pay a price along with those of us who also are impacted. Thank you for considering the needs of this neighborhood.

Sincerely,

Peter and Wendy Sullivan

Kenneth Rogers  
Associate Planner  
City of Maplewood  
1830 E. County Road B  
Maplewood, MN 55109



June 28, 1996

Dear Mr. Rogers,

This letter is to voice some concerns we have regarding the proposed development of property directly behind our home -- Highland Estates No. 4. We appreciate the information you have made available to us and are very interested in being a part of the planning/development process.

We are extremely concerned that the proposed plan will do major damage to the old growth trees in the area, will cause future drainage problems, and will create a tremendous increase of traffic for our street -- Lakewood Drive. Each of these issues will cause a loss of property value for us and our neighbors.

First, the mature red oaks in this area have been very susceptible to oak wilt and other diseases. Many in the neighborhood have already been lost due to damage of the root system caused by construction compacting. The proposed grading plan for the development will mean the loss of most of these trees in short order. As currently planned, these "wooded" lots are not likely to be wooded for long.

I'm sure you recall the drainage problems directly across Highwood Ave. from our neighborhood in recent years. Their drainage "plan" was not sufficient to keep from damaging the houses downhill from new construction. Since the land behind us is the last natural drainage area in the neighborhood, we fear that there will be no place for all the run-off to go. (Frankly, we're glad we don't live downhill...)

Finally, the current street plan puts all access to the new development on Lakewood -- in fact, sandwiching our home in between access points. Our street already is used as a thoroughfare for many other homes and speeds have become excessive -- especially when you realize almost every house on the block has small children. We are very concerned about the increased traffic that this new addition will cause without an access point to Highwood Ave.

We have talked with our neighbors, Todd Eckstrom & Dawn Duerre and Brian & Jean Sinn, and support both their suggestions for changes to the current proposal. Eliminating the cul-de-sac and making deeper lots behind us would

decrease the need for grading, thus reducing the loss of trees and providing better drainage. In addition, a street connecting with Highwood Ave would help alleviate our concerns about increased traffic and the safety of our families.

Thank you for allowing us the opportunity to comment on the proposed plan. With everyone's cooperation, we're sure we can make this new development a beautiful addition to our neighborhood.

Sincerely,

A handwritten signature in cursive script that reads "Steven & Marcia Willis". The signature is written in black ink and is positioned above the printed name and address.

Steven & Marcia Willis  
1053 S. Lakewood Drive  
Maplewood, MN 55119

1092 Lakewood Drive. S.  
Maplewood, MN 55119  
June 25, 1996

Kenneth Roberts  
Associate Planner  
Community Development Dept.  
City of Maplewood  
1830 E. Cty. Rd. B  
Maplewood, MN 55109-2797

Dear Mr. Roberts:

I am writing in regard to the neighborhood survey re: Highwood Estates No. 4.

I object to this proposal for a few reasons:

First and foremost, the traffic situation on Lakewood Drive S. The proposed development currently will route more traffic on Lakewood Drive South. As a parent to two small children (ages 1 and 4), I have been continually concerned for their safety regarding Lakewood Drive South. As you may or may not be aware, Lakewood is the main thoroughfare into our neighborhood and is wider than most roads in the area. It is also somewhat straight in its design. Because of these facts, it provides continual traffic - continual traffic that most of the time exceeds the posted speed limit. I have called the city engineer regarding this problem in the past. He promised another "Slow, Children at Play" sign to be posted on the road. We have yet to see the additional sign. I have summoned the City police previously for obvious violations (in excess of 60+ mph). The police officer that I talked with explained that because of the shape of the city, they often times cannot respond to issues in South Maplewood immediately, and additionally, do not have the resources to continually patrol the area. He explained that I could get the license numbers of the cars and take them to court myself if I wanted to. Let me ask you this, Mr. Roberts, would the City of Maplewood pay for your time off to take citizens to court if they were speeding in your neighborhood? I know my employer would not. The city installed a stop sign at the intersection of Snowshoe Lane and Lakewood Drive S. last year. This has actually caused faster traffic ... by the time that a car stops at the stop sign, they more often than not have sped up and are going even faster by the time they reach my house (which is 6 houses away from the intersection). I guess it is human nature that provides one to think that the stop-sign slowed them down therefore it is necessary to speed up in order to make up for the lost time. So, as a concerned parent, my question is - does a child have to get hurt or killed before the road gets the attention that it needs or deserves? The thought of routing more traffic on this already dangerous roadway is of grave concern to me. The proposal as drawn will probably increase the traffic on the road by approximately 90 - 120 cars/day.

I agreed to sign the petition that was drawn up by Brian Sinn, my neighbor at 1062 Lakewood Drive S., in regard to redesigning the plat that was submitted in the neighborhood survey. This redesign would provide entrance into this property from Highwood as well as

Lakewood Drive. This is more acceptable than the current design, however, in all actuality, I would not like to see that property developed which brings up my second point ....

I object to the development of this acreage because it is one of the last open wooded spaces in South Maplewood. As a citizen that voted FOR the open land referendum a couple of years ago, one of the areas that was designated as a possible open space is THIS property. I understand and realize that there were no guarantees when we voted for the Open Land referendum, however, I would like for the Office of Community Development to assess the open acreage in South Maplewood and identify possible areas that will be preserved. At the time the referendum was proposed and came up for vote, the wooded areas north of Highwood (off Sterling) and north of Linwood (again, off Sterling) were also undeveloped property. These are now being developed as homesites. There is very little acreage in South Maplewood that is being preserved.

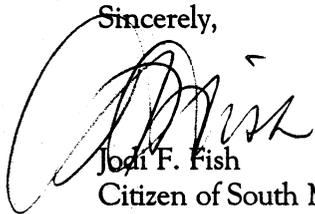
Third, we were assessed in 1992 for the drain-off created by our current housing development. Will the current drainage culverts and sewers accommodate another housing project in this area? Who will be charged when they do not? The terrain on the property in question is quite steep and could very likely develop more run-off problems for our neighbors on the St. Paul side of McKnight Road. There will be a HUGE uproar by the citizens of Maplewood in this area if additional assessments for drainage problems occur (that should not have occurred in the first place!).

Finally, with all the new development in South Maplewood, and our current elementary school already at capacity, how are we going to address the issue of continual over-crowding at our schools? If this development follows suit with our existing neighborhood, 75% of the houses will have children. At 2.3 children/house, this will be approximately 47 more children introduced to the school district. In addition to the housing developments at Highwood/Sterling and Linwood/Sterling, is the school district prepared to handle this additional influx of students?

I enjoy being a citizen in the South Maplewood neighborhood in which I live ... one of the biggest drawing factors to building my home in the area was the beautiful woods that have been preserved - this is not commonplace in most suburbs anymore. I think we would be doing our community an injustice by plowing over one of the few remaining wooded sites in South Maplewood.

I appreciate the opportunity to voice my opinion regarding the development proposal referred to as Highwood Estates No. 4. I hope that you and the Office of Community Development will not take my concerns lightly.

Sincerely,



Jodi F. Fish  
Citizen of South Maplewood

## **STREET WIDTH CODE VARIATION RESOLUTION**

WHEREAS, Mr. Arthur Werthausser of Roar Development requested a variation from the city code.

WHEREAS, this code variation applies to the Highwood Estates No. 4 development that is south of Highwood Avenue, west of Lakewood Drive and east of McKnight Road.

WHEREAS, the legal description for this property is:

That part of the Northwest Quarter of the Southwest Quarter of Section 13, Township 28, Range 22, Ramsey County, Minnesota; described as follows;

Lot 2 and the West one half of Lots 5 and 6, Highwood Heights; Part of Lot 1 and part of the East one half of Lots 5 and 6 of Highwood Heights; Lot 3, except the North 396 feet of the West 110 feet of Highwood Heights.

WHEREAS, Section 29-52(a)(9) of the Maplewood City Code requires that local residential streets shall be 32 feet in width, measured between faces of curbs.

WHEREAS, the applicant is proposing 28-foot-wide streets with no parking on one side.

WHEREAS, this requires a variation of four feet.

WHEREAS, the history of this variation is as follows:

The Maplewood Planning Commission reviewed this request on August 19, 1996. The planning commission recommended that the council approve the proposed code variation.

The Maplewood City Council held a public hearing on September 9, 1996. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners. The council gave everyone at the hearing a chance to speak and to present written statements. The council also considered reports and recommendations from the city staff.

NOW, THEREFORE, BE IT RESOLVED that the Maplewood City Council approve the above-described variation subject to no parking on one side of the streets and the developer paying the city for the cost of no-parking signs.

The Maplewood City Council adopted this resolution on September \_\_\_\_\_, 1996.

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION  
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA  
AUGUST 19, 1996**

**C. Highwood Estates No. 4 Preliminary Plat (Highwood Avenue): Development on Slopes, Preliminary Plat, and Street Width Code Variance**

Ken Roberts, associate planner, presented the staff report. He answered questions from the commission. Ken Haider, city engineer, also answered questions about grading and streets in the development.

Art Werthaus, representing Roar Development (the developer), was present. He said the sanitary sewer is being placed adjacent to an existing storm sewer easement that has already been cleared of trees. Mr. Werthaus said streets and pads will be compacted, if necessary, to required standards. Commissioner Kittridge expressed concern that sufficient erosion control measures are in place when slope grading begins.

Commissioner Kittridge moved the Planning Commission recommend :

**A. Approval of the alteration of a slope over 25 percent in grade for the construction of Highwood Estates Number Four preliminary plat. The council should approve this alteration because:**

1. The degree of alteration will not affect the basic character of the slope.
2. The alteration will not affect the importance of the slope to the character of the area.
3. The council approved a similar request in 1987 for the Gonyea Company to build the Oak Heights development in the area.

Commissioner Pearson seconded.

**Ayes—Brueggeman, Ericson, Fischer, Frost,  
Kittridge, Kopesky, Pearson, Thompson**

**Nays—Rossbach**

The motion passed.

**B. Approval of the Highwood Estates Number 4 preliminary plat (received by the city on June 19, 1996). 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, silt fence and signs at the grading limits.
  - c. Have NSP install street lights in three locations, primarily at street intersections. The exact location and type of lights shall be subject to the city engineer's approval.

- d. Pay the city for the cost of traffic-control, street identification and no parking signs.
  - e. Provide all required and necessary easements.
  - f. Demolish or move the existing shed behind 2322 Highwood Avenue on proposed Lot 11, Block 1. Abandon any wells or septic systems within the plat, subject to the Environmental Health Official's approval.
- 2.\* Have the city engineer approve final construction and engineering plans. These plans shall include grading, utility, drainage, erosion control, tree 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 the land that the street construction will disturb.
    - (3) Provide a permanent, dual-purpose sedimentation basin as described in the draft 1996 Ramsey/Washington Metro Watershed District Watershed Management Plan at the end of the storm water pipe between Lots 6 and 7, Block 1 near the existing pond.
    - (4) Show housing styles that reduce the grading on sites where the developer can save large trees.
    - (5) All proposed slopes steeper than 3:1 shall be identified on the proposed construction plans. The city engineer shall approve the plans, specifications and management practices for any slopes steeper than 3:1.
    - (6) Show all retaining walls on the plans. Any retaining walls more than 4 feet tall require a building permit from the city.
  - c. Change the plat to show the street curves next to Lots 2-5 and Lots 8-11, Block 1 with a minimum of a 150-foot radius on the centerline. Also change the lot lines in the plat to make them radial to the new street centerlines.
  - d. Change the grading and utility plans to follow the revised street and lot design required in Condition 2(c) above. In addition, move the proposed sanitary sewer line between Lots 9 and 10, Block 1 to between Lots 10 and 11, Block 1. This change is to drop one manhole and to lessen the amount of sewer pipe. This sewer line change may require changing the grading plan to make the grades meet city standards.

- e. Provide a tree plan for the city engineer's approval before grading or final plat approval. This plan shall show where the developer will remove, save, move or replace large trees. This plan also must show the size, species and location of any trees that the developer will plant as replacement trees. All deciduous trees the developer plants shall be at least 2-1/2 inches in diameter. There shall be no tree removal beyond the approved grading and tree limits.
  - f. The streets shall be 28 feet wide from face to face of the concrete curb and gutter with no parking on one side.
3. Change the plat as follows:
    - a. Add and change 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.
  4. Provide all easements required by the city engineer.
  5. The developer shall complete all grading for public improvements and overall site drainage. The city engineer shall include in the developers agreement any grading that the developer or contractor has not completed before final plat approval.

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.

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

Commissioner Pearson seconded.                      Ayes—all

The motion passed.

- C. Adoption of the resolution which approves a city code variation for 28-foot-wide streets. This variation is subject to no parking on one side of the streets and the developer paying the city for the cost of the no parking signs.

Commissioner Pearson seconded.                      Ayes—all

The motion passed.

To: Members of Maplewood City Council

The pictures on the following page represent the run off area in my back yard.

The top picture was taken on a sunday morning in the spring of 1995. The water level rose from nothing to practically over flowing in four hours. This problem was caused by ice build up plugging the storm sewer pipe running through my yard. Neither the main drain or the over flow drain worked at this point, due to the ice in the pipe, I called Public Works and they responded with a truck to open the ice plug. It took some time to free up. No damage was done to my property. But it was a close call, Had I not noticed this problem or had been away from home it could have been a disaster.

I believe with the added run off from the new development the potential for damage to my home and property will be greatly increased, due to the added volume, and speed at which this area will fill with water.

As much as I try to keep the area around the drains clear of trash and brush there is still the possibility the drains may plug, due to the fact that every time there is run off more trash gets washed down into this area

In closing I hope the Council will study this plan very carefully and consider the adverse affect it will have on my neighbors and myself.

Thank you

William Kortus  
Resident 1050 S. Mcknight Rd.



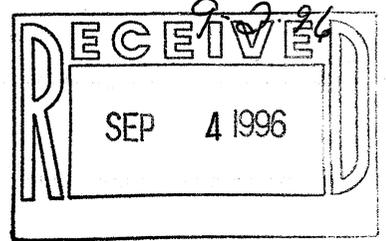
WATER SHED AREA  
SPRING  
1995



WATER SHED AREA  
NORMAL VIEW

Melinda

Handwritten



Dear Maplewood City Council

Re: Highwood Estates Fourth Edition

1<sup>st</sup> Hearing Scheduled Mon 9/9 @ 7:10 pm

The scheduled hearing is very important to me.

Please accept this letter with my opinions for the hearing. I will be unable to attend the hearing because it is scheduled at the same time as the Tartan High School Open House (which is also very important to me).

I am a very close neighbor to the proposed Highwood Estates Fourth Edition. I believe the proposed plan for 27 lots, narrow streets and >25% slopes should be modified to fewer lots and wider streets.

I believe that the beauty of the neighborhood is the proximity to St Paul, the woodlands and the carefully planned homes.

1. When I bought LOT 5 Gonyea Oak Hts 5th Addition, the salesman Crnie told me that the homes in the area would be large lovely homes. That promise has been violated by Gonyea with several lesser expensive homes.
2. I also bought an "improved, graded lot" in a planned development and was then subject to an unexpected large water drainage assessment shortly afterward.
3. A third surprise is the traffic on Lakewood. Lakewood is already marginally safe for bikeriding because of fast moving traffic.

I'm concerned that if I had to sell my house today I would not be able to recover my investment, mostly due to the smaller homes (#1 above). And I'm very hesitant to make additions and improvements on my home, given the surrounding values.

I prefer that the proposed development be approved for fewer lots (20-23) and wider streets to:

- 1) protect the value of my home from falling any further and encourage higher value homes in the new addition.
- 2) ensure ~~a~~ well planned water drainage
- 3) save more trees
- 4) provide safer streets

Please reverse the trend of what I believe were mistakes in the first neighborhood (Conxear plan). Thanks.

Sincerely,

Sherry Trepp  
2334 Oak Hts Ct.  
Maplewood, MN  
55119

612 739-9158

**TO: Maplewood City Council**

**DATE: September 9, 1996**

Dear Council Members,

This letter is to voice some concerns we have regarding the proposed development of property directly behind our homes -- Highland Estates No. 4. We appreciate the information that has been made available to us and the opportunity to voice our concerns before this body. We are very interested in continuing to be a part of the planning/development process.

We are extremely concerned that the proposed plan will create a tremendous increase of traffic for our street -- Lakewood Drive, and it's proposal for grading will cause future drainage problems. Each of these issues will cause a loss of property value for us and the rest of our neighbors.

First, the grading plan calls for development on slopes greater than 25 percent. Not only will this mean the loss of most of the old growth trees, but could also cause some major problems with drainage.

Other drainage problems (for example, directly across Highwood Ave. from our neighborhood) have surfaced with all the development in the area in recent years. The drainage "plan" for that area was not sufficient to keep from damaging the houses downhill from the new construction. Since the land behind us is the last natural drainage area in the neighborhood, we fear that there will be no place for all the run-off to go. (Frankly, we're glad we don't live downhill...)

In addition, a number of these lots could end up so steep as to render them "unbuildable." We have witnessed the problems facing homeowners with steep grades directly across the street from us, and would hate to see more new homeowners face the same problems. We've also seen that some of these "unbuildable" lots are eventually sold at a cut-rate price and much less valuable homes are built on them. This hurts our property values.

Finally, the current street plan puts all access to the new development on Lakewood Drive -- in fact, sandwiching our homes in between access points. Our street already is used as a thoroughfare for many other homes, and speeds have become excessive -- especially when you realize almost every house on the block has small children. We are very concerned about the increased traffic that this new addition will cause without an access point to Highwood Ave.

We had always understood from the property owners that when this land was developed, it would be in large, "estate-sized" lots that would fit the steep landscape and keep as much of the beautiful woods as possible -- which would only enhance our property values. We are now very concerned that this plan will do just the opposite.

We hope that you can help us address some of these very real concerns. We love our homes and our neighborhood and have put a lot of work into making them special.

Here are some ways we feel the plan could be improved:

- 1) **Elimination of the Cul-de-sac** would reduce the number of lots, eliminating the need for such a steep grade; save many of the trees; lessen potential drainage problems; and decrease the development costs.
- 2) **Creation of an additional entrance** to the new development from Highwood Avenue would lighten traffic to Lakewood Drive and diminish safety concerns for residents.

Thank you for allowing us the opportunity to comment on the proposed plan. With everyone's cooperation, we're sure we can make this new development a beautiful addition to our neighborhood.

Sincerely,



Steven & Marcia Willis  
1053 S. Lakewood Drive  
Maplewood, MN 55119  
(612) 735-2523



Todd Ekstrom & Dawn Duerre  
1043 S. Lakewood Drive  
Maplewood, MN 55119  
(612) 735-2341

Action by Council:

## MEMORANDUM

TO: City Manager  
 FROM: James Ericson, Planning Intern  
 SUBJECT: **Preliminary Plat**  
 PROJECT: **Pleasantview Park Number 3**  
 DATE: August 27, 1996

Endorsed \_\_\_\_\_

Modified \_\_\_\_\_

Rejected \_\_\_\_\_

Date \_\_\_\_\_

## INTRODUCTION

**Project Description**

Gonyea Corporation of Minneapolis is proposing to develop five single family house lots on a 1.97-acre site around the existing house at 1021 Crestview Drive. Two of the lots would front on Lakewood Drive and three lots would front on Crestview Drive. The name of the plat is Pleasantview Park Number 3. The city has zoned the site R-1 (single family residential). See the maps on pages 6 - 8.

## DISCUSSION

**Density and Lot Size**

As proposed, the lots would range from 10,132 square feet to 28,178 square feet with an average lot size of 17,150 square feet. (See the proposed plat on page 8.) Several neighbors thought that the lots in this plat were too small. The lots south of the site exceed 30,000 square feet while those to the north range from 10,160 square feet to 37,700 square feet. In Gonyea's Oak Heights 3rd Addition near this site, the lots range from 10,436 square feet to 12,600 square feet.

Maplewood's comprehensive plan addresses residential development with 11 land use goals, 17 general development policies and 6 residential development policies. Of these, one policy directly relates to this proposed development: "The city coordinates land use changes with the character of each neighborhood." Lot 3 of the proposed plat does not conform to the characteristics of the surrounding neighborhood for three reasons: (1) it would require the creation of an irregular "L" shaped lot, (2) the proposed setback would be inconsistent with those of the adjacent homes, and (3) the proposed square-footage, although above the minimum requirement, would be much less than the areas of the other lots on the west side of Crestview Drive.

**Trees**

Maplewood's tree ordinance does not apply to trees under eight inches in diameter or box elder, cottonwoods or poplar trees. The ordinance requires there to be 10 large trees per gross acre. As applied to this 2-acre site, the ordinance requires there be at least 20 large trees. While the applicant does not plan to grade the site and thus would not be removing any trees, the contractors would remove the trees where they build the new houses.

## **Utility Plans**

The proposed lots will not cause an expansion of city services as the utilities are already in place. The developer will not be constructing any roads or public improvements to service these lots as they all will front existing streets (Lakewood Drive and Crestwood Drive.)

## **COMMISSION ACTION**

On August 18, 1996, the planning commission recommended that the city council approve the preliminary plat subject to the staff recommendation.

## **RECOMMENDATION**

Approve the Pleasantview Park Number 3 preliminary plat (received by the city on July 19, 1996). This approval shall be subject to the developer completing the following before the city council approves the final plat:

- (1) Drop Lot 3 from the plat and combine the area with Lot 2. The city is requiring this change because:
  - a. Lot 3 would be inconsistent with the size and shape of the adjacent lots.
  - b. The front setback on Lot 3 would be inconsistent with those of the homes on either side.
  - c. Lot 2 would be an irregular "L" shaped lot.
- (2) Sign an agreement with the city that guarantees that the developer or contractor will:
  - a. Cap and seal any wells on site.
  - b. Remove any septic systems or drainfields.
  - c. Remove or demolish the existing detached garage.
- (3) Provide all easements required by the city engineer.
- (4) Pay the city \$70 per front foot for cash connection charges for the new lot(s) on Crestview Drive for the existing sanitary sewer and water. For proposed Lot 1, this charge will be \$5609.80 (\$70 x 80.14 feet).

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.

## **CITIZENS' COMMENTS**

We surveyed the 47 property owners within 350 feet of this site about this proposed project. Of the 31 replies, 4 had no comment, 1 was for, 25 objected and 1 had other comments. Refer also to the 4 citizens' letters beginning on page 9.

### **Those for the proposal had the following comments:**

1. All other lots in area are developed with single family houses. (Maida - 2322 Highwood Avenue E.)

### **Those objecting to the proposed development had the following comments:**

1. The only objection I have is that if I understand the map illustrating the proposed partition correctly, the frontage on some of the lots is 80 feet as opposed to 100 foot frontage for most of the houses in the neighborhood. I would approve the partitioning of the lot if 100 foot frontage requirement were met. (Federation - 992 Crestview Drive S.)
2. We have enough homes on this street and why can't some wooded area be left alone? (Chinander - 1001 Crestview Drive S.)
3. It would increase traffic and noise in a normally quiet area. This would result in an environmental impact on loss of trees and shrubs along Crestview Drive. Depending on the type of home that would be built on Lot 1, we could lose our view of downtown St. Paul. We are now able to also see and hear fireworks at the state capital and at the state fairgrounds. Construction type trucks will add to the deterioration of Crestview Drive and its condition could approach the present condition of Highwood Drive. (Jensen - 1024 Crestview Drive S.)
4. It will devalue my land. Leave as is. (Halverson - 1025 Crestview Drive S.)
5. You are breaking up an established neighborhood with no positive benefit to the neighborhood. The lots on Crestview Drive should be disallowed! We have all established homes up here on the perception that the city would not allow the lots up here to be piecemealed to stuff additional houses into the neighborhood. The proposal will detract some of the value of the rest of the neighborhood to the benefit of one developer who lives elsewhere. (Hannula - 1049 Crestview Drive S.)
6. We object to this proposal because of the #3 lot (primary) and #1 lot (secondary) proposals. Two new homes on lots 1 and 3 would not fit in aesthetically with the mature 30 year old homes and trees of Crestview Drive. Additionally the eastern borders of approximately 80 feet each are shorter than the shortest neighboring Crestview Drive street borders of 100 feet. The new landscape as proposed would be a mowed-down, crammed-in section of houses on Crestview Drive. We have no problem with the Lakewood sites because they would fit in with the new construction and street border size for that location.

Since it is probable that the owner will object to our objections, we offer the following compromise:

1. Eliminate the site 3 proposal which fit the least,
2. Extend the site 1 plot to the south for a more equal size plot and street curb length,
3. The owner would then build their new garage (which I believe currently exists on site 1) on site 3.

Site 3 looks like an obvious attempt to milk as much capital as possible out of a limited space. It would not only be aesthetically objectionable, but a negative on our surrounding home values. We bought our home at 1062 S. Crestview Drive with the understanding that it was a mature neighborhood with no possibility for further surprise home construction. Now we are presented with the short term chaos/noise/muddy streets of new home construction in our mature neighborhood plus the long term eye sores of at least one crammed-in out of place home--site 3. (Harrington - 1062 Crestview Drive S.)

7. Enough homes already. Part of the appeal of this area is that one does not feel crowded by homes anywhere you look--and nature still is apparent--making ones living in our area so appreciative of the flora and fauna that is growing here. It gives one a small taste of country-side living. The trees, etc., are so important to us residents here--it's part of what makes this area desirable. Please don't destroy that attribute. (Nemitz - 1069 Crestview Drive S.)
8. I object to this proposal because of increased traffic--it was told to us at the time we purchased our lot that it would stay undeveloped. Nothing would make it acceptable--should honor his original statement. (Harding - 991 Lakewood Drive S.)
9. The size of the lots are too small. Lots 4 and 5 on Lakewood drive should be one lot. (Patnaude - 1032 Lakewood Drive S.)
10. I think it should be a park with walking and biking paths. (Weik/Hughes - 1042 Lakewood Drive S.)
11. Our only concern is that the lots facing Lakewood will be very narrow and will seem jammed in there. Add only one new lot facing Lakewood. (Willis - 1053 Lakewood Dr. S.)
12. Have to stop somewhere with adding houses in the area. It is out of control. (Altman - 2443 Mamie Avenue E.)
13. I feel the lots are too small - inferior housing will be erected. The lots are not in keeping with the rest of the neighborhood. The drainage as I see it is inadequate - I feel there will be too much run-off from these 5 lots. It would be more appropriate to have 2 or 3 (not 5) home sites. (Lauren - 2357 Mamie Avenue)
14. The first three years in our home and \$5,000 to solve water problems and don't want Crestview Drive's water. Put the exit through Crestview, not Lakewood. (Reeves - 2347 Mamie Avenue. E.)
15. It would alter the "housing" look of the area. Does this allow 1025, 1049, 1059 to split their lots. The builder has only the financial benefits in mind, not the aesthetic look of the area or the impact on neighboring property. He could tear down the existing home, split the lot in two and then build. That would be consistent. What purpose is served in subdividing a relatively small parcel of land this way? (Mulgrew - 2433 Nemitz Avenue E.)

16. You have not shown in sufficient detail how this will impact homes along Crestview Drive. Will the existing homes be demolished and replaced? How will the new site be accessed? Will Nemitz Avenue be extended to intersect with Lakewood Drive? How will the homes be positioned on the lots? What will be the value of the homes built? (Morgan - 2434 Nemitz Avenue E.)
17. Lot 3 much smaller than other lots in our development. Lots 4 & 5 OK, not sure how rest should be done. Maybe only 2 lots to make like rest of Pleasantview Park Number 2. (Ginzl - 2441 Nemitz)

Also see the letters on pages 9-12 for more comments.

## REFERENCE INFORMATION

### SITE DESCRIPTION

Site size: 1.97 Acres  
Existing land use: Homesite for 1021 Crestview Drive

### SURROUNDING LAND USES

North: Houses on Crestview Drive  
South: Houses on Crestview Drive  
West: Houses across Lakewood Drive  
East: Houses across Crestview Drive

### PLANNING

Existing Land Use Plan designations: R-1 (single family residential)  
Existing Zoning: R-1 (single family residential)

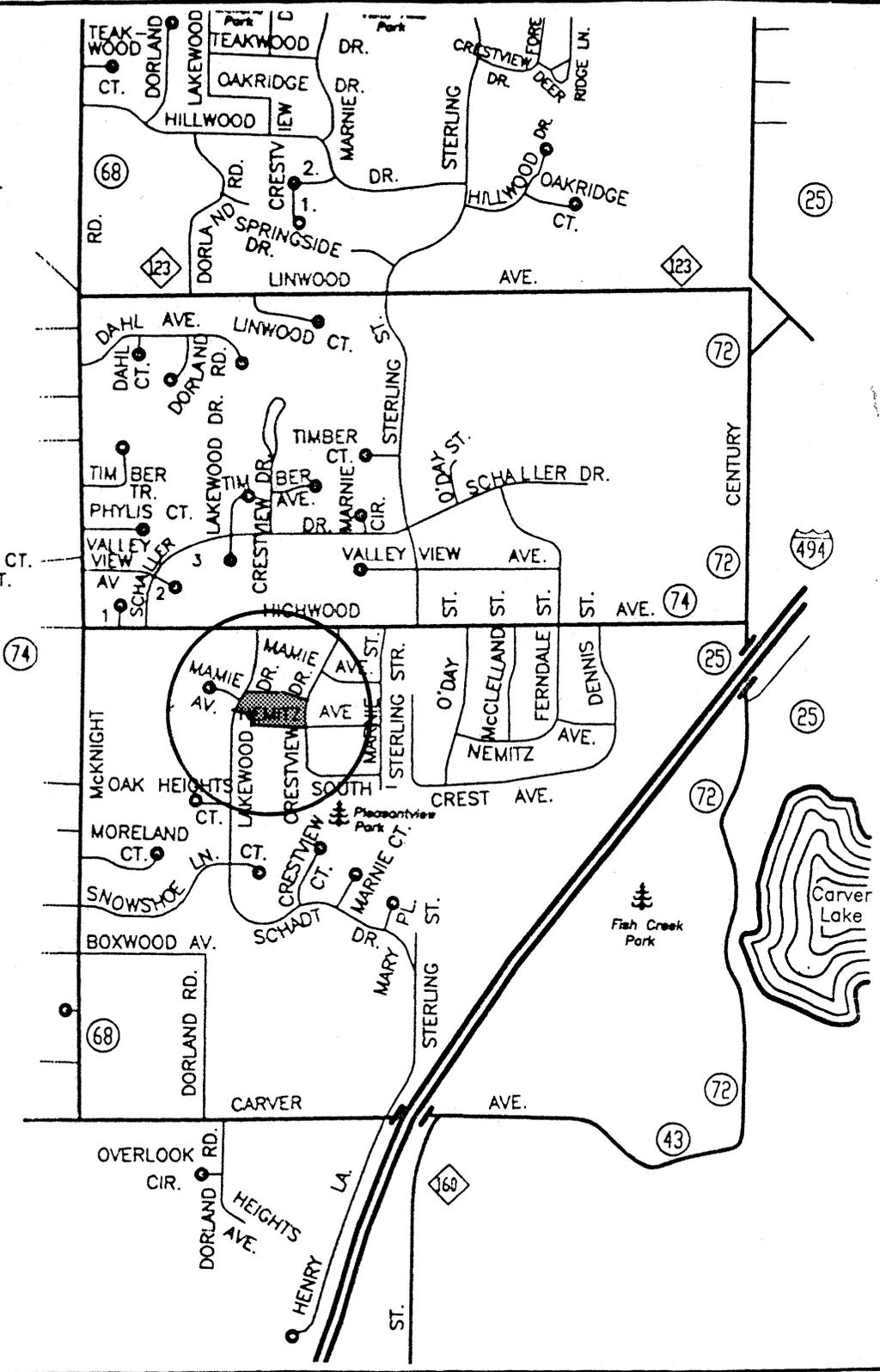
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Attachments:

1. Location Map
2. Property Line / Zoning Map
3. Preliminary Plat
4. 8-6-96 letter from Pellishes
5. 8-6-96 letter from Ludeschers
6. 8-6-96 letter from Berthiaume
7. 8-7-96 letter from Preuss
8. Preliminary Plat (Separate Attachment)

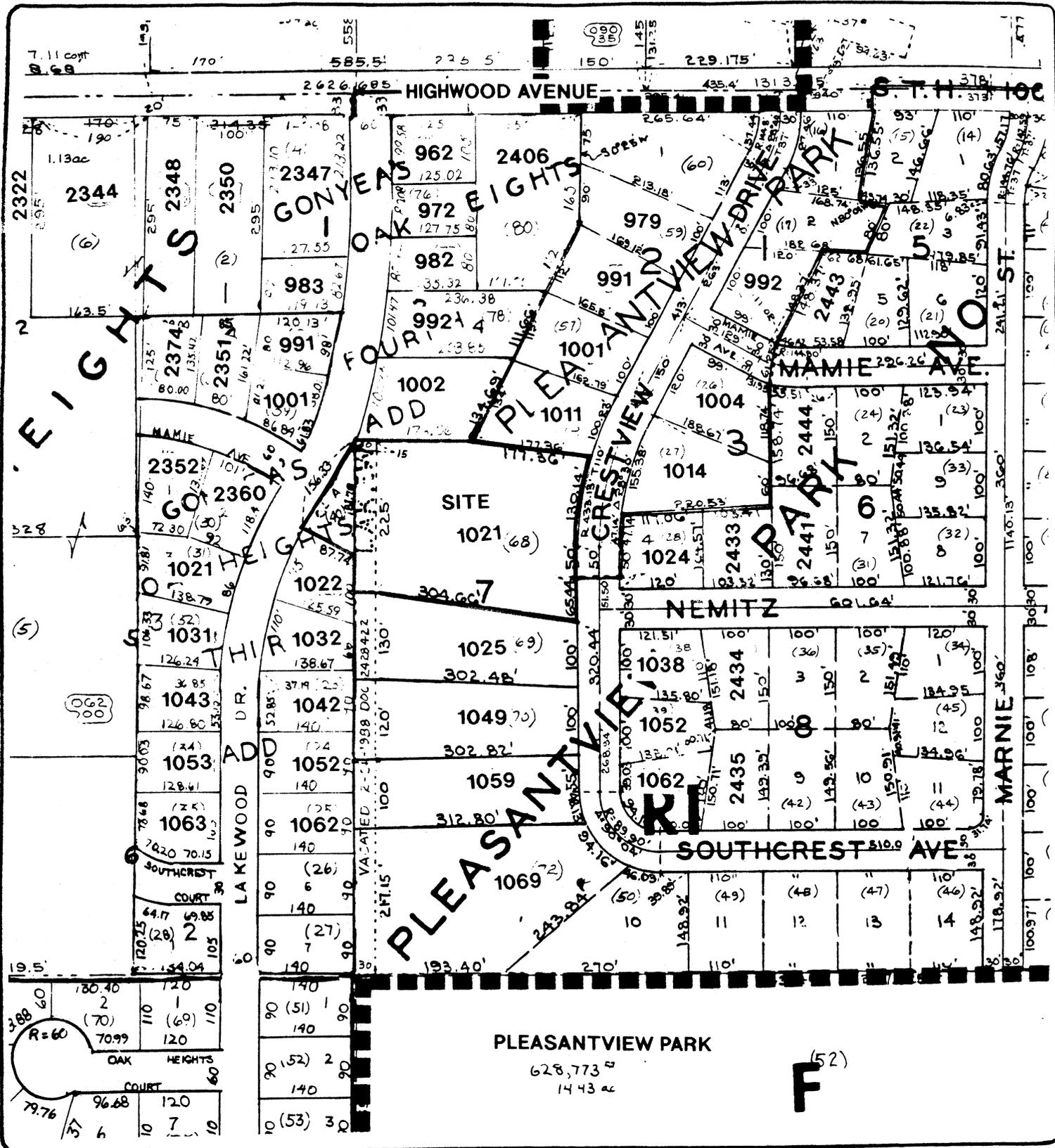
- 16
1. HUNTINGTON CT.
  2. OAKRIDGE LA.

- 17
1. CURRIE CT.
  2. VALLEY VIEW CT.
  3. LAKEWOOD CT.

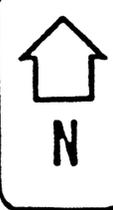


# LOCATION MAP





PROPERTY LINE / ZONING MAP



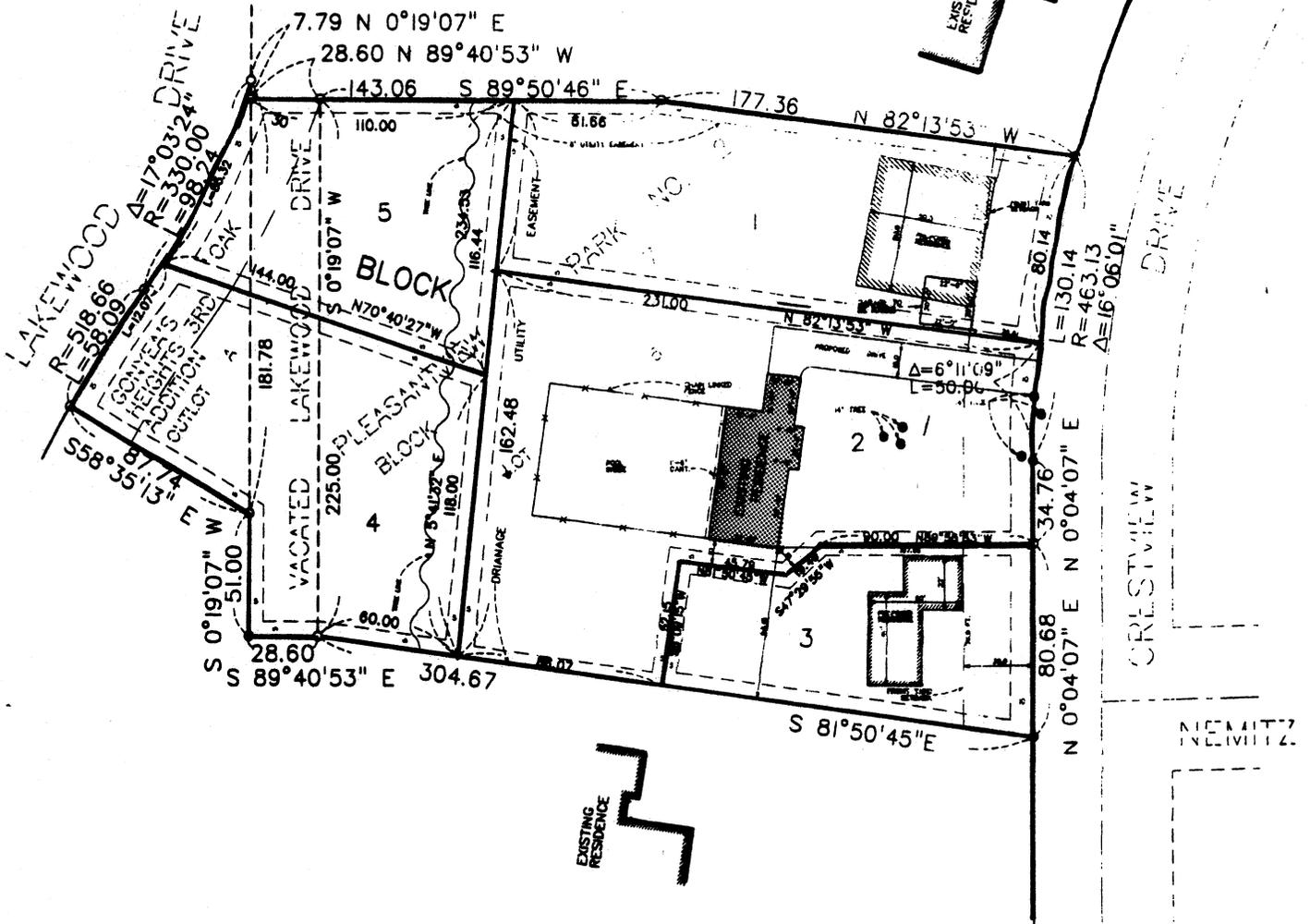
# BOUNDARY SURVEY FOR: GONYEA COMPANY,



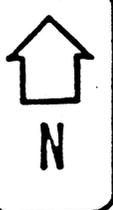
0 30 60 90

SCALE: 1 INCH = 30 FEET

○ - DENOTES IRON MONUMENT

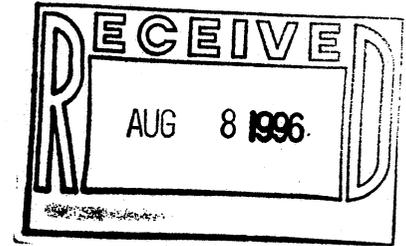


## SITE PLAN



August 6, 1996

Community Development Department  
 City of Maplewood  
 Attn: Kenneth Roberts, Associate Planner  
 1830 E County Road B  
 Maplewood MN 55109-2797



Dear Mr. Roberts:

We are currently residents of 1059 Crestview Drive South. We have sold our existing home and will be leaving the neighborhood on August 16, 1996. We have taken the liberty of forwarding copies of this survey to the new purchasers.

Having lived in this neighborhood for 24 years, we have watched the explosive growth in Maplewood with many new developments. Many of our neighbors were attracted to this area because of the large lots averaging greater than 100 feet in width on Crestview, in addition to the panoramic view of the city skyline. We have also watched other new developments coming into the area that have consistently reduced the lot sizes to meet the R1 requirements.

The current Gonyea proposed plat now attempts to squeeze four additional lots into the development, plus the existing property at 1021 Crestview Drive. Adding two additional lots, one on the north and one on the south of 1021 Crestview, completely changes the character of the consistent 100-foot lots on both the east and west sides of Crestview Drive.

We understand that your ultimate decision may have to be based on whether you can legally deny the applicant the proposed plat. For your consideration, I would like to offer these options:

1. Divide the property into only two lots, preserving the existing one on 1021 Crestview Drive, and creating a second one on Lakewood Drive that essentially would start in the southwesterly corner of lot 1021, and extend northeasterly to the intersection of the southwest corner of the property at 1011 Crestview Drive.
2. Create two additional lots, one fronting on Lakewood Drive and the other created on the northerly side of the existing property at 1021 Crestview Drive. I have tried to demonstrate both of these options on the enclosed plats.

The proposed lot 3 of the new Gonyea plat to me is totally unacceptable because it creates, along with the other lots, three 80-foot fronting lots approximately on Crestview Drive which, in my opinion, impacts the total character of the neighborhood and all of the existing lots.

Sincerely,

Joe and Millie Pellish

Aug 6, 1996

Kenneth Roberts  
City of Maplewood  
Office of Community Development

Dear Mr. Roberts;

My wife and I have reviewed, with many neighbors, the Pleasantview Park Number 3 application of Gonyea Company that the City sent. There were no positive responses from any neighbor, and none feels this proposal is acceptable.

Our main concern is that the proposal is out of character for the neighborhood. Houses on Crestview Drive have 100 foot or greater frontages, and the lot sizes of the proposal would be visibly "different". Mr. Nemitz, the man who sold his property for this subdivision, had a vision of roomy suburban lots. How ironic that he retained the largest lot (1021 Crestview Drive) for himself, and now Gonyea proposes to divide it into lots so small a Rambler will barely fit.

We are worried that small lots and small houses will devalue our homes. We believe that the small lots might encourage multi-story houses to be built among our rambles. We moved here to get away from what is now being proposed next door. I would purchase 1021 Crestview Drive to prevent this from happening!

This may be a small development, but it's clear that five houses isn't the right number here. If you can't see this from the site plan's unusual shaped lots, please drive through our neighborhood.

Thank you for inquiring about our opinions. We would certainly appreciate you giving us notice as soon as possible regarding any public hearing on this application.

Best Regards,

Greg & Laura Ludescher  
1011 S Crestview Drive

August 6, 1996

Community Development Department  
City of Maplewood  
1830 E County Road B  
Maplewood, MN 55109-2797

Attn: Kenneth Roberts, Associate Planner

RE: Neighborhood Survey - Plat - Pleasantview Park Number 3

I do not feel the application for a preliminary plat to create 5 single-family homes on a 1.97 acre site around the existing house at 1021 Crestview Drive should be considered. The property should not be developed. There is not enough land on either side of the existing dwelling for homes. From your map, lots along Crestview Drive are a minimum of 100 feet. If the lots you propose are less than 100 feet, I feel it will crowd the existing homes and detract from the area.

Also, the trees and shrubs in that area have been there for many years and destroying them will only detract from the wooded appearance it gives the neighborhood.

I would like to be informed of any public hearings on this proposal. Thank you.

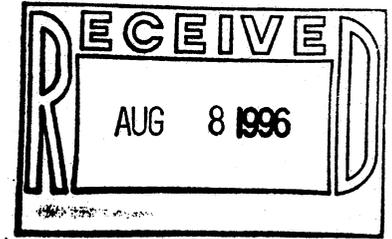
Sincerely,



Carol V. Berthiaume, Resident  
1004 South Crestview Drive  
Maplewood, MN 55119

August 7, 1996

Mr. Kenneth Roberts--Associate Planner  
Community Development Department  
1830 E County Road B  
Maplewood, MN 55109-2797



Re: Neighborhood Survey  
Pleasantview Park Number 2

Dear Mr. Roberts,

We strongly object to this proposal . We were one of the early builders in this area back in 1967. We purchased our lot from Mr. Nemitz who originally owned the home and lot that the Developer, Gonyea, wants to subdivide. We were told that the lots as plotted would never be changed. All lots along Crestview Drive to the West were intentionally large lots. Nearly all the original Pleasantview Park Number 2 lots have 100 feet frontage, and along Crestview Drive, many lots are much larger in area. The present home and garage that exist on this property are centrally located on the lot. This home could be updated on the current lot, it would be a prime location and very nice. Decreasing the value of our home by crowding in additional homes that are not in alignment and will look horrible is not acceptable to us and our neighbors. We understand that the vacated street to the west of the property was added to all lots to the east. The Developer, Gonyea, is trying to jam in 4 houses at our expense and make a quick buck and thereby, lessen the value of the our existing homes and beauty of our neighborhood.

Both of the proposed sites on Crestview Drive are ridiculous as to location. If the Developer, Gonyea, were to tear down both the existing house and garage and create two decent size lots with setbacks that coincide with current structures it would be more acceptable, if an alternative is really needed.

As to the two very small lots being created along Lakewood, we also find that objectionable . One lot and house would be maximum. The vacated street and former lot lines as originally plotted should not be allowed to change.

Sincerely,

*Delroy W Preuss* Delroy W Preuss  
*Karen B Preuss* Karen B Preuss

Maplewood residents, taxpayers and homeowners at 1052 So Crestview Drive since 1967.

**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION  
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA  
AUGUST 19, 1996**

**D. Pleasantview Park No. 3 Preliminary Plat (Crestview and Lakewood Drives)**

Ken Roberts, associate planner, presented the staff report. Ken Haider, city engineer, answered questions about the cash connection charges. Mr. Roberts also answered questions from the commission. Melinda Coleman, director of community development, said the comprehensive plan allows coordination of land use changes with the character of each neighborhood. Therefore, staff recommended eliminating Lot 3 because it was not "harmonious" with the neighborhood.

Ralph Tully, a representative of the Gonyea Corporation, was present. Tom Gonyea of the Gonyea Corporation also was present. Mr. Tully showed an aerial view of the site. He also pointed out that the lot, as proposed, does comply with the city's square footage requirements.

Commissioner Rossbach moved the Planning Commission recommend approval of the Pleasantview Park Number 3 preliminary plat (received by the city on July 19, 1996). This approval shall be subject to the developer completing the following before the city council approves the final plat:

- (1) Drop Lot 3 from the plat and combine the area with Lot 2. The city is requiring this change because:
  - a. Lot 3 would be inconsistent with the size and shape of the adjacent lots.
  - b. The front setback on Lot 3 would be inconsistent with those of the homes on either side.
  - c. Lot 2 would be an irregular "L" shaped lot.
- (2) Sign an agreement with the city that guarantees that the developer or contractor will:
  - a. Cap and seal any wells on site.
  - b. Remove any septic systems or drainfields.
  - c. Remove or demolish the existing detached garage.
- (3) Provide all easements required by the city engineer.
- (4) Pay the city \$70 per front foot for cash connection charges for the new lot(s) on Crestview Drive for the existing sanitary sewer and water. For proposed Lot 1, this charge will be \$5609.80 (\$70 x 80.14 feet).

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.

Commissioner Thompson said he was in favor of allowing Lot 3 so the front of Lot 2 was "cleaned up." Commissioner Fischer said she would be voting no because she was not comfortable with asking the developer to drop a lot since all the zoning requirements were met.

Ayes—Brueggeman, Ericson, Frost, Kittridge,  
Kopesky, Pearson, Rossbach

Nays—Fischer, Thompson

The motion passed.

Action by Council:

Endorsed \_\_\_\_\_

Modified \_\_\_\_\_

Rejected \_\_\_\_\_

Date \_\_\_\_\_

**MEMORANDUM**

**TO:** City Manager  
**FROM:** Ken Roberts, Associate Planner  
**SUBJECT:** Truth-in-Housing Code Amendment - Evaluator Licensing  
**DATE:** August 29, 1996

**INTRODUCTION**

The city council directed city staff to change the licensing requirements for evaluators in the truth-in-housing ordinance. The current ordinance requires evaluators in Maplewood to have a Saint Paul truth-in-housing evaluator's license.

**BACKGROUND**

On July 9, 1990, the Maplewood City Council adopted Ordinance Number 668, truth-in-sale of housing. This ordinance set the requirements for truth-in-housing in Maplewood including the licensing requirements for housing evaluators. Specifically, Section 9-240(a) of the code has the language about the licensing of housing evaluators. It says "the city will only approve housing inspectors that have passed competency tests as truth-in-housing evaluators in Saint Paul. The housing inspectors must submit certification papers to Maplewood from the city of Saint Paul as truth-in-housing evaluators. The city of Maplewood must license each housing inspector that works in the city. Maplewood will automatically revoke a housing inspector's license if it is revoked in Saint Paul."

On April 22, 1996, the city council approved a truth-in-housing license for Stephen Dellwo. Mr. Dellwo has a Minneapolis truth-in-housing license and had a truth-in-housing license in Saint Paul that Saint Paul later revoked.

On May 20, 1996, the council gave a early version of the ordinance first reading. The council, however, had several questions they wanted staff to answer before proceeding with the code amendment.

On August 26, 1996, the council gave the attached ordinance first reading.

**DISCUSSION**

The proposed code change would allow evaluators with either Saint Paul or Minneapolis truth-in-housing licenses to be evaluators in Maplewood. In addition, the proposed code change also would strengthen the language in this part of the code.

I spoke to the administrators of the truth-in-housing programs in Minneapolis and Saint Paul about the licensing of the evaluators. Both said that they do not consider the actions or practices of an evaluator in the other city when reviewing the evaluator's license in their own city. That is, they would only consider the actions of the evaluator in their city when reviewing the license of the evaluator. They did suggest that the city should cancel an evaluator's license if that person violates the law or the truth-in-housing evaluator's code of ethics.

The council asked about the number of inspections that a house may have before the owner sells it. These might include inspections by the Farmers Home Administration (FHA) and Veterans Affairs (VA) for potential buyers using one of these types of financing. That is, if a house buyer wants to use FHA or VA financing, these agencies require one of their appraisers to inspect a house before approving a loan. These agencies require their own inspections and appraisals to ensure that the houses they lend money for meet their standards and are worth the loan amount.

Home sellers do not know what type of financing a buyer is going to use when they put their house on the market. Once a buyer selects a particular house, then the buyer has to satisfy the lender's requirements before they can close on the purchase. If the lender requires another inspection or appraisal to meet its own standards, it is out of the control of the seller.

The truth-in-housing inspection is to provide all potential buyers with more information about the house before they decide whether to buy it or not. Home sellers are to have the truth-in-housing evaluation done before they show or list the property for sale. The truth-in-housing evaluators are independent contractors and set their own fees and schedules.

## **COMMISSION ACTION**

On August 13, 1996, the Housing and Redevelopment Authority (HRA) recommended that the city council adopt the proposed code change.

## **RECOMMENDATION**

Adopt the code change on page 3.

kr/tiheval.mem

Attachment: Code Amendment Ordinance

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ABOUT THE LICENSING OF TRUTH-IN-HOUSING EVALUATORS**

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

**SECTION 1.** This section changes Section 9-240(a) of the code as follows (I have underlined the additions and crossed out the deletions.):

(a) No person shall fill out a truth-in-sale-of-housing disclosure report in Maplewood without having a valid certificate of competency or truth-in-housing evaluator's license from Maplewood. The city of Maplewood must issue the certificate of competency or license. ~~Maplewood~~ ~~The city~~ will only approve people as housing inspectors or evaluators who that are licensed ~~have passed competency tests~~ as truth-in-housing evaluators in Saint Paul or Minneapolis. The housing inspectors must submit a copy of their truth-in-housing license and any certification papers to Maplewood from the city of Saint Paul or Minneapolis. ~~as truth-in-housing evaluators~~. ~~The city of~~ Maplewood must license each housing inspector or evaluator that works in the city. Maplewood will automatically revoke or cancel a housing inspector's license if it is revoked or canceled for violation of law or violation of the housing evaluators code of ethics in either Saint Paul or Minneapolis. The City of Maplewood may require the passing of a test that shows the inspector's knowledge of the city's housing code. The city may then issue a certificate of competency which is valid for one year. The city may issue renewals of all such certificates. If a certificate of competency lapses for one year or more, the person who held such certificate shall reapply to Maplewood for renewal of such certificate. No holder of a certificate of competency or license from Maplewood shall allow another person to use said certificate or license.

**SECTION 2.** This ordinance shall take effect after the city council approves it and the official newspaper publishes it.

The Maplewood City Council approved this ordinance on \_\_\_\_\_, 1996.

**MINUTES OF THE  
MAPLEWOOD HOUSING AND REDEVELOPMENT AUTHORITY  
AUGUST 13, 1996**

**6. UNFINISHED BUSINESS**

**A. Truth-in-Housing Code Change—Evaluator Licensing**

Ken Roberts, associate planner, presented the staff report. The commission discussed changes to the proposed ordinance that staff had made since their last meeting. These changes included language about when an evaluator should lose his/her truth-in-housing license. Commissioner Fischer suggested a word change in Line 4 of the proposed ordinance. Associate Planner Roberts discussed the idea of creating a log for the city clerk's office to document the incoming truth-in-housing reports. It was the consensus of the HRA that the proposed ordinance (as amended at the meeting) would better meet the needs of Maplewood.

Commissioner Connelly moved the Maplewood Housing and Redevelopment Authority recommend adoption of the amended ordinance, changing the requirements for licensing of truth-in-housing evaluators.

Commissioner O'Brien seconded.

Ayes—all

Action by Council:

MEMORANDUM

Endorsed \_\_\_\_\_  
Modified \_\_\_\_\_  
Rejected \_\_\_\_\_  
Date \_\_\_\_\_

TO: City Manager  
FROM: Thomas Ekstrand, Associate Planner  
SUBJECT: **Conditional Use Permit Review—Compost Site**  
LOCATION: Beam Avenue, between Highway 61 and Hazelwood Ave.  
DATE: August 21, 1996

**INTRODUCTION**

The city council should review the conditional use permit (CUP) for the Ramsey County compost site on Beam Avenue. Refer to the maps on pages 3-4.

**BACKGROUND**

May 9, 1994: The city council reviewed and amended the CUP. Refer to the CUP conditions on pages 5-7.

August 8, 1994: The city council accepted a report from the county about the compost site. The council directed the county to continue researching conditions and techniques for compost site operations.

August 14, 1995: The city council extended the CUP for one year and amended Condition 14 to require that the county submit a status report to the city on a yearly basis regarding the compost site.

**DISCUSSION**

**Complaints**

Since last year, there have been four complaints about the compost site. Refer to page 8 of the applicant's report. The report notes that there was no violation found regarding the last three complaints. The first one, dated September 15, 1995, was noted in a letter copied to the county that was sent to the Maplewood City Council about odor. The county could not investigate this complaint because no specific incident was cited.

**Proposed Improvements**

The county is proposing to make the following improvements at the compost site (these are also explained on the site map in the applicant's report):

1. Widen the entrance drive from 19 feet to 22 feet.
2. Pave the entrance drive to the site.
3. Install four light posts and fixtures.
4. Install a stop sign at the exit.
5. Install a "slow" sign on the entrance drive.

## **Conclusion**

The county's investigation of complaints has been prompt and they have been actively working towards preventing future complaints. (Refer to the "Odor Management" discussion on page 5 in the county's report.) The proposed changes to the compost site will be welcome improvements that will aid in the site's operation and enhance the site for employees and patrons alike.

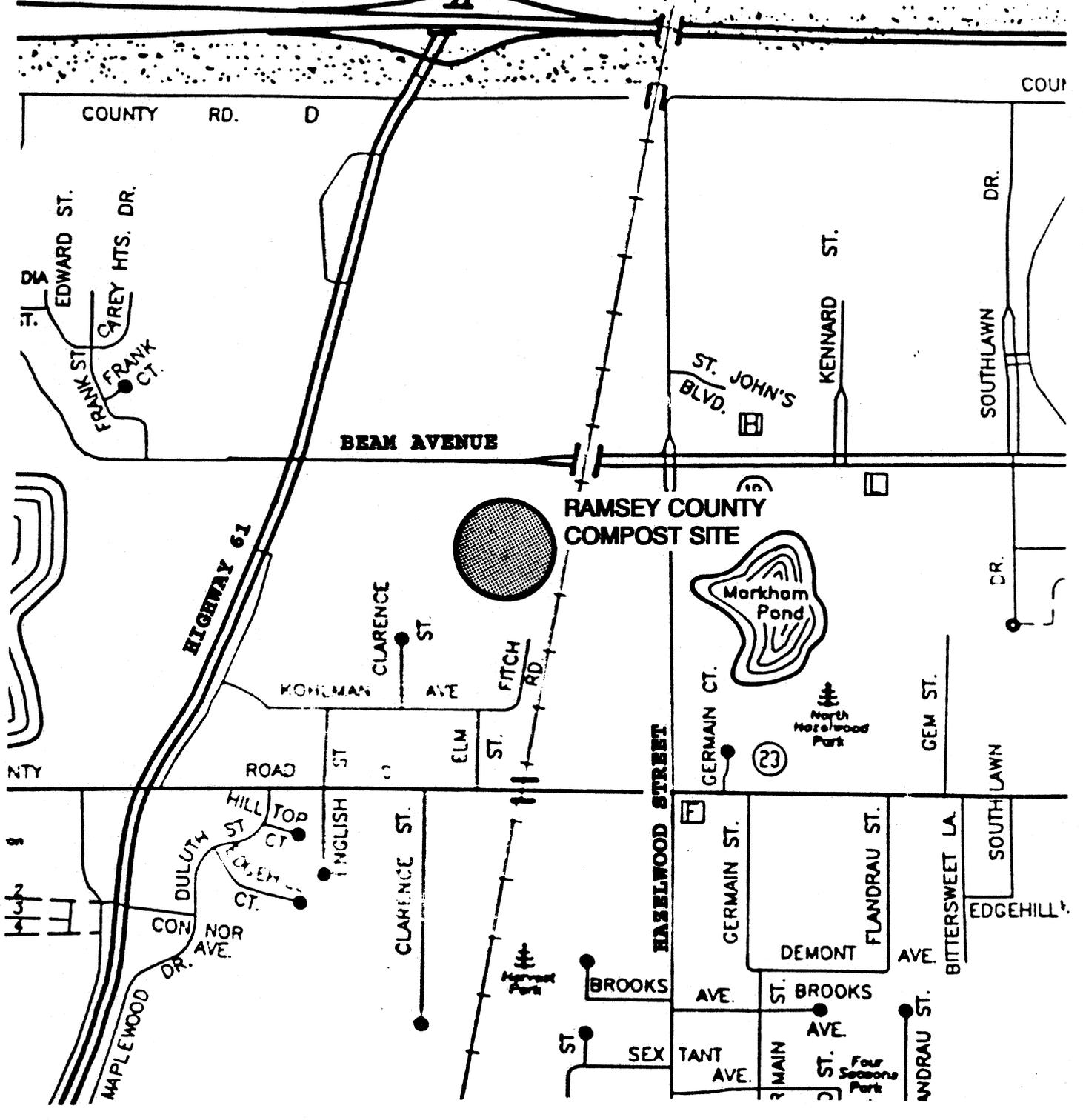
## **RECOMMENDATION**

Review the conditional use permit for the Ramsey County compost site on the south side of Beam Avenue again in one year.

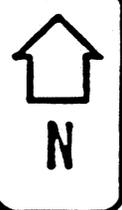
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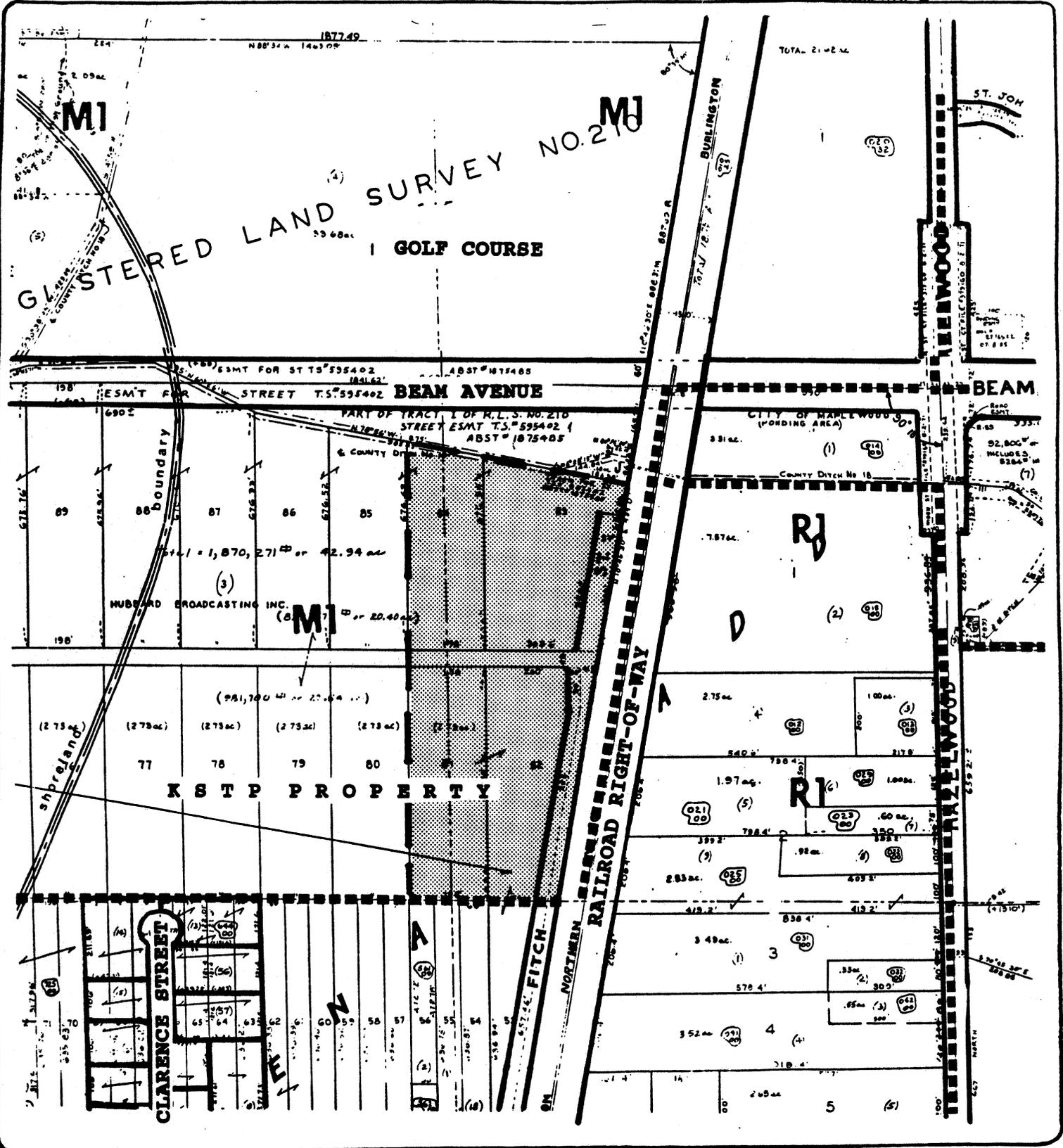
Attachments:

1. Location Map
2. Property Line/Zoning Map
3. CUP Conditions of May 9, 1994
4. Maplewood Yard Waste Site Report dated August 1996
5. Photographs taken August 14, 1996 (separate attachment)



LOCATION MAP





# PROPERTY LINE / ZONING MAP



**S I T E**



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

Chuck McGinley, Consultant for Maplewood, who monitored the odor.  
Zack Hanson, Ramsey County Department of Public Health  
Ralph Sletten, 2747 North Clarence  
Margaret Behrens, 1393 Kohlman  
Annette LaCasse, 2673 North Hazelwood  
Beth Sletten, 2747 North Clarence  
Dawn Knobbe, 1423 Kohlman  
Tim Kennedy, 1134 Glendon Street

- e. Mayor Bastian closed the public hearing.
- f. Councilmember Carlson introduced the following Resolution and moved its adoption:

94 - 05 - 48

CONDITIONAL USE PERMIT RESOLUTION - COMPOST SITE

WHEREAS, the Director of Community Development is requesting that the City Council change the conditional use permit conditions for a compost site on Beam Avenue;

WHEREAS, this permit applies to the property on the south side of Beam Avenue, west of the railroad right-of-way. The legal description is:

Lots 81-84, Gardena Addition in the North 1/2 of the SW 1/4 of Section 3, Township 29, Range 22.

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

1. On April 4, 1994, the Planning Commission recommended that the City Council approve these changes.
2. On May 9, 1994, 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 conditions for the above-described permit shall read as follows:

1. The site may be open to the public between March 24 and December 6 of each year.
2. The site may be open to the public between the hours of 9:00 a.m. and 8:00 p.m.
3. The County shall provide at least one monitor at the site for all hours that it is open to the public. If the City or County determines there is a need for more site monitoring, the County shall assure that the site has adequate monitoring.

4. The site shall accept only the following materials: wood chips, garden waste, lawn cuttings, weeds, prunings of soft bodied plants, leaves along with materials like pine cones, fruit and small twigs that people pick up with their yard waste. Ramsey County shall monitor and remove any unacceptable material left at the site.
5. The City prohibits the dumping or storing of the following materials: brush, branches, garbage or refuse.
6. The County shall have the grass clippings removed from the site at least three times a week (Mondays, Thursdays, and Saturdays) or other days if necessary to help prevent objectionable odors.
7. The City Council shall review this permit annually. At the time of review, if warranted, the City may amortize to close the site.
8. The County shall manage the compost site to minimize the amount of objectionable odors. Management procedures shall include the following:
  - a) Procure, maintain and use wind direction and speed monitoring equipment at the site. The County shall provide this equipment so it is accessible to the City staff.
  - b) Record wind speed and direction every two hours during pile turning and the haul-out of materials.
  - c) During April through October, turn the piles of materials only when the wind is blowing from the southeast, south or southwest and at least five miles per hour. During November through March, the wind must be calm or from the east, south or west. The piles shall only be turned between the hours of 8:00 a.m. and 4:00 p.m. on Monday through Friday.
  - d) Keep a written record of:
    - 1) The times of pile turning and the haul-out of materials
    - 2) Compost pile temperatures
    - 3) A description of the compost quality
    - 4) The initial date and aging of the compost piles
9. The Community Development Department shall handle odor complaints during regular business hours and the police department shall handle odor complaints after regular hours. The inspector shall verify and measure whether there is an odor that violates the odor standards of this permit. To determine if there is a violation of this permit, the inspector shall follow the procedures in Attachment A of this permit. A violation of this permit shall occur when the inspector has recorded ten sniffings of the ambient air over a period of thirty minutes with a geometric average OIRS of (a) 3.0 or greater if the property at which the testing is being conducted contains a permanent residence, or (b) 4.0 or greater if the property at which the testing is being conducted does not contain a

permanent residence. (See Attachment B of this permit for a description of the odor scale.) If there is a violation, the inspector shall investigate to establish the source of the odor. The City shall notify the County of the violation. The County shall advise the City of the reason for the problem and correct it to meet the standards of this permit. The County or site operator shall cooperate with the City or its representative regarding such investigations.

10. The County shall deposit with the City an escrow deposit of \$5,200 on or before May 1, 1994. Thereafter, on or before January 1 of each year the County shall deposit with the City an escrow deposit of \$2,000. The City shall use this deposit to:

- a) Pay for City staff time or the costs to hire a third party to verify and measure odors, following complaints received by the City
- b) Train City staff persons and others for wind and odor monitoring
- c) Pay for an odor consultant to assist in preparing this permit or future revisions to this permit.

At the end of each calendar year, the City shall refund to the County any of the deposit not used by the City. If needed, the County shall pay for any consulting costs above the escrow deposit that the City needs to reevaluate this permit.

11. The site operator shall use water to suppress dust from the compost piles, as necessary.

12. Phalen Chain-of-Lakes Watershed Steering Committee's technical staff shall review leeching of water issues and concerns on the site.

13. County shall monitor and remove nonapproved items from the site.

14. County to report by August 1, 1994 on: **yearly.**

- a) Reduction of size,
- b) Explore alternative site location,
- c) Prohibit use by commercial businesses,
- d) Report update on aspergillus fumigatus from other districts and sites,
- e) Update from Soil Conservation.

Revision of  
8-14-95

Seconded by Mayor Bastian

Ayes - all

Report to the  
Maplewood City Council:

MAPLEWOOD YARD  
WASTE SITE

August 1996

Ramsey County Division of Solid Waste

REPORT TO THE MAPLEWOOD CITY COUNCIL: MAPLEWOOD YARD WASTE SITE  
AUGUST 1996

EXECUTIVE SUMMARY

This report is being submitted by the Ramsey County Department of Public Health, Division of Solid Waste, to the City of Maplewood as background information for the City's annual review of the conditional use permit (CUP) for the County yard waste site on Beam Avenue. Submittal of an annual report is also a requirement in the CUP.

The Division of Solid Waste is proposing to make capital improvements at the Maplewood yard waste site, including improvements to the access road and some lighting. These improvements will help improve traffic management, safety and site security, and customer service. The Division of Solid Waste is requesting an amendment to the CUP to allow for these improvements.

In 1995 the site had 58,702 visits (compared to 63,127 in 1994), and received 24,760 cubic yards of leaves and grass clippings (compared to 24,600 cubic yards in 1994). Of that amount, 12,235 cubic yards were managed on site (compared to 13,370 in 1994) and 12,525 cubic yards were transferred off site (compared to 11,230 cubic yards in 1994).

Through June of 1995 site visits total 23,387, compared to 19,009 in 1995 and 22,906 in 1994. The variations from year to year can be attributed to weather, changes in yard management behavior, and possibly changes in availability of inexpensive or free yard waste collection from haulers. As of the end of July 1996, there were 12,364 cubic yards of material being composted on site.

As explained at length in previous reports, the yard waste site is being managed to minimize odors. Since early 1994 there have been a number of changes. Current activities include: 1) reducing waste volumes on-site; 2) using different equipment where possible (a windrow turner) to get a better "mix" of materials and more aeration of windrows (aeration reduces potential odors); 3) monitoring temperatures within the compost piles; 4) keeping ponding of rainwater in the dumping areas to a minimum (to reduce odor potential); 5) applying lime to the dumping area after grass clippings are hauled (to reduce odor potential) and alternating dumping areas (to allow them to dry); 6) monitoring weather conditions when piles are turned; and 7) only turning the windrows during certain weather conditions.

Volumes managed on site during 1995 and 1996 are less than during the previous two years. This is because the windrows located on the site are smaller, to accommodate the equipment used to turn the windrows. There is also slightly less space available now because of the installation last fall of sediment retention ponds on the sites.

Since August 1994 three complaints have been received concerning specific instances of odor. These complaints were investigated according to the odor response protocol that is part of the CUP, and

no violations of the CUP occurred. A letter of complaint was also sent to the Maplewood City Council that did not cite any specific incident that could be investigated.

In 1994 the Division of Solid Waste met with several agencies concerning water quality issues related to the Maplewood yard waste site. Following analysis of water quality samples, it was concluded that while runoff from the compost site contains pollutants (nutrients, metals or chemical compounds), there are "pathway losses" (reductions in pollutants as waste moves through wetlands, evaporates, etc.) that mitigate the effect of the pollutants. It was agreed, though, that as a precaution a small sediment retention basin (holding pond) would be useful. Following meetings with City staff and other agencies, the Division of Solid Waste worked with Ramsey County Public Works to have fenced retention basins installed in fall of 1995 on both the north and south portions of the site.

The Division continues to search for a site to augment the Maplewood site. The Division has continued to pursue the primary site it identified in a thorough site search process in 1994, an industrially zoned site owned by White Bear Township; some issues of concern have surfaced recently that might affect the availability of this site. There are a couple of other possible privately-owned sites, also in White Bear Township, although they would divert fewer residents from the Maplewood site and present other issues as well. Other sites in northeastern Ramsey County have largely been eliminated because of unavailability, land-use conflicts, traffic issues, or unwillingness of the property owner to subdivide a large parcel. It is also possible that the Division might be able to find a property owner willing to provide land through a short-term lease. In such a case, the Division would have to evaluate the cost of developing a site in light of the possibility of lease termination.

This report also contains updates on dust control, site appearance and security, public education and customer service.

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**I. INTRODUCTION**

**A. Purpose of Report**

This report is being submitted by the Ramsey County Department of Public Health, Division of Solid Waste, to the City of Maplewood as background information for the City's annual review of the conditional use permit (CUP) for the County yard waste site on Beam Avenue. Submittal of an annual report is also a requirement in the CUP.

**B. Background**

In 1991 the City approved a CUP for the yard waste site, subject to some conditions. On May 9, 1994, the City reviewed the permit and revised it by adding several conditions, including requirements that the County submit a report in August 1994 and that the City review the permit annually. The Division of Solid Waste submitted a detailed report in August 1994 and presented it to the City Council. In August 1995 the Division again submitted an annual report, although not required by the permit, to provide information to the City to assist in its review of the CUP. On August 14, 1995, the City Council amended the CUP to extend it for another year and to require reporting by the County on an annual basis.

**C. Request for Amendment to Conditional Use Permit for Site Improvements**

The Division of Solid Waste is proposing to make capital improvements at the Maplewood yard waste site, including improvements to the access road and some lighting. The improvements will help improve traffic management, safety and site security, and customer service. These proposed improvements are described in Attachment 1.

The Division of Solid Waste is requesting an amendment to the CUP to allow for these improvements.

**II. STATUS OF SITE**

**A. Site Use Data**

The following table shows site visits and waste volumes managed for the past several years.

<u>Year</u>	<u>No. of Visits</u>	<u>Cubic Yards Received</u>	<u>Cubic Yards Managed on Site</u>	<u>Cubic Yards Transferred</u>
1990	60,000	19,123	10,000	9,123
1991	62,497	13,613	5,905	7,710
1992	60,491	22,477	17,317	5,160
1993	66,901	27,480	21,240	6,240
1994	63,127	24,600	13,370	11,230
1995	58,702	24,760	12,235	12,525

The year-to-date use of the Maplewood site for 1996, compared to the same months in previous years, is shown below:

<u>Year</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
1993	177	7,794	9,356	9,094	26,421
1994	207	6,324	9,189	7,186	22,906
1995	300	5,039	8,001	5,669	19,009
1996	0	6,338	10,070	6,979	23,387

The variations from year to year can be attributed to weather, changes in yard management behavior, and possibly changes in availability of inexpensive or free yard waste collection from haulers.

As of the end of July 1996, there were 12,364 cubic yards of material being composted on site.

#### B. Compost Quality

The Division has finished compost tested each year by the University of Minnesota for concentrations of nutrients and metals; although such tests are not required by State rules for yard waste compost, the County's compost consistently is well within the limits established by the State for compost from mixed municipal solid waste compost. Attachment 2 shows the most recent analytical test results for the Maplewood site.

### III. ODOR MANAGEMENT

#### A. Actions Taken to Minimize Odors

As explained at length in previous reports, the yard waste site is being managed to minimize odors. Since early 1994 there have been a number of changes in how the yard waste site is managed. Current activities include: 1) reducing waste volumes on-site; 2) using different equipment where possible (a windrow turner) to get a better "mix" of materials and more aeration of windrows (aeration reduces potential odors); 3) monitoring temperatures within the compost piles; 4) keeping ponding of rainwater in the dumping areas to a minimum (to reduce odor potential); 5) applying lime to the dumping area after grass clippings are hauled (to reduce odor potential) and alternating dumping areas (to allow them to dry); 6) monitoring weather conditions when piles are turned; and 7) only turning the windrows during certain weather conditions.

Volumes managed on site during 1995 and 1996 are less than during the previous two years. This is because the windrows located on the site are smaller, to accommodate the equipment used to turn the windrows. There is also slightly less space available now because of the installation last fall of sediment retention ponds on the sites.

On July 26, 1996, the status of the site was this: 15 windrows of decomposing leaves were located on the south part of the site. These windrows measured approximately 65 to 130 feet long, 10 to 13 feet wide, and 4 to 7 feet high. The windrows were oriented north-south, and were about 10 feet apart. The approximate volume of composting leaves in the south part of the site was 8,020 cubic yards.

On the north part of the site there was a pile of finished compost available to citizens at no charge. The supply of this finished compost was exhausted by July 1 (the supply of finished compost at all the County sites is being exhausted sooner every year as use of this material becomes increasingly more popular). There were also two windrows as of July 26, each 195 feet long, 30 feet wide, and up to 20 feet high. These two piles were 15 feet apart and totalled 4,344 cubic yards.

Grass clippings are dumped by residents into piles on a north-south axis. Clippings are hauled off-site on Mondays, Wednesdays and Saturdays by County vendors; this continues from mid-May through September. To minimize odor production, the grass dumping area is changed after each load-out, to allow the ground to dry out, and lime is applied.

Temperatures of windrows are monitored on those days that the sites are open, or five times per week. The purpose of monitoring temperatures is to determine if there has been any change in biological activity in the windrows that would contribute to odor production. Temperature levels are recorded onto log sheets, which are then reviewed by Division staff. To date, the data have not indicated a need to aerate the windrows to control anaerobic conditions other than the current frequency. (Anaerobic conditions lead to greater odor production and reduced composting efficiency.)

The Division of Solid Waste instructs its vendors to only turn windrows during the hours allowed in the permit, to turn only when the wind is blowing from the appropriate direction at the appropriate speed, and to cease work immediately when wind conditions change such that turning cannot be conducted in accordance with the permit. A windsock was installed at the site during 1994. Because the windsock has been vandalized twice the Division has instead used a handheld wind speed meter that it provides to its vendors and makes available at the site to City staff.

The Division keeps a written record of temperatures and dates of pile creation, turning, and material haul-out.

## B. Site Work History

<u>Date</u>	<u>Activity</u>	<u>Complaint</u>
8/22/95	Windrows in south area turned with windrow turner; water truck used; wind SW at 16 MPH	None rec'd
9/5/95	Windrows windrows moved front to back area; wind S at 8 MPH	None rec'd
9/6/95	Windrows windrows moved front to back area; wind SW at 16 MPH	None rec'd
11/6/95	Windrows from back area being moved to make room for resurfacing; wind SE at 6 MPH.	None rec'd
12/4/95	Hauling leaves from north to south area; wind SE at 5 MPH	None rec'd
12/7/95	Hauling leaves from north to south area; wind SE at 5 MPH shifting E periodically	Odor complaint rec'd at 4:00 p.m.
4/18/96	Windrows in south area turned with windrow turner; raining; wind SW at 5 MPH	None rec'd
6/12/96	Windrows in north area turned with front end loader; wind SE at 5-10 MPH	None rec'd
6/26/96	Windrows in south area turned with windrow turner; water truck used; wind S at 15-20 MPH	None rec'd
7/12/96	Windrows in north area turned with front end loader; wind SW at 5-10 MPH, shifted to W & then NW by late afternoon	Odor complaint rec'd at 10:20 a.m.
8/12/96	Windrows in north area turned with front end loader; wind SW at 6-12 MPH	None rec'd

## C. Complaints

Response Process. In June 1994 the City's Odor Consultant conducted a training session for City and County staff. The training was held over a two-day period. That training was the last part of the City's protocol to respond to odor complaints (contained in the CUP, in Attachment 1). The protocol provides that City staff will respond to complaints

and measure the intensity of the odor at the point of the complaint and immediately upwind of the compost site. A violation of the permit will have occurred when there is an odor reading of 3.0 on property with a residence, or 4.0 on a property without a residence.

History of Complaints. Here is a list of complaints that the Division of Solid Waste has on file and has been notified of by the City since August 1995, when the permit was last reviewed by the City Council:

July 12, 1996: Complaint to the County from a resident living on Hazelwood St. near the yard waste site; it occurred on a day when the compost piles were being turned and some shifts in wind direction occurred during the day; the complaint was investigated by County staff, although it was not possible for a County staff person trained in odor detection to investigate it for some hours after the complaint was called in; some odor was detected but no violation of the CUP occurred. County staff discussed the situation with the resident, and informed City staff of the incident. No violation.

Dec. 11, 1995: Complaint to the City from a resident on Kohlman Ave.; City and County staff arrived about ten minutes later and determined that no detectable odor existed in the area; no work was done at the compost site that day. No violation.

Dec. 7, 1995: Complaint to the City from a resident on Clarence Street; County staff immediately went to the area and detected a level of odor of 2.0; City staff arrived soon thereafter and determined that there was no detectable odor; the County's vendor had moved leaves earlier in the day when a 5 mph wind was coming from the southeast; after the vendor had completed operations for the day the wind did occasionally shift from the southeast to the east. No violation.

September 15, 1995: The County received a copy of a letter dated Sept. 11 from a resident on Clarence St. to the Mayor and City Council; because no specific incident was cited in the letter no investigation occurred.

#### IV. WATER QUALITY ISSUES

In 1994 the Department of Public Health met with several agencies concerning water quality issues related to the Maplewood yard waste site. A sampling protocol was developed jointly by Ramsey County and the Ramsey/Washington Metro Watershed District. The Ramsey County Public Works Department then carried out the sampling and prepared a report. The report was reviewed with Watershed District staff and was provided to City staff.

The conclusion of the analysis by County and the Ramsey/Washington Metro Watershed District staff was that while

runoff from the compost site contains pollutants (nutrients, metals or chemical compounds), there are "pathway losses" (reductions in pollutants as waste moves through wetlands, evaporates, etc.) that mitigate the effect of the pollutants. It was agreed, thought, that as a precaution, a small sediment retention basin (holding pond) would be useful.

At the request of the Division of Solid Waste, Ramsey County Public Works developed a design for sediment retention basins to serve both the north and south parts of the yard waste site. In September 1995, the Division of Solid Waste hosted a meeting of staff from Ramsey County Public Works, the Ramsey/Washington Metro Watershed District, the Ramsey County Soil and Water Conservation District, and the City of Maplewood to review the proposed improvements and to obtain permission to proceed with installation. Following discussion at this meeting final plans were developed and Ramsey County Public Works installed two fenced retention basins later in the fall.

#### V. ALTERNATIVE SITES

In May 1994 the City, as part of the conditional use permit process, asked the Division of Solid Waste to examine potential alternative sites for a yard waste management site that would divert some of the traffic and yard waste volumes from the Maplewood site. As part of a report on specific yard waste issues required by the City and due in August 1994, the Division presented a summary of its comprehensive search for potential sites. The City Council in August 1994 then asked the County to continue to pursue potential sites.

In August 1995 the Division presented an annual report to the City concerning the County's efforts to procure an alternative site. Because a May 1994 survey by the Division showed that about 24% of the Maplewood site users came from White Bear Lake, Division staff met with City of White Bear Lake staff on several occasions during 1995 to identify potential sites. Two City of White Bear Lake-owned sites were examined but later eliminated: the Public Works Garage was eliminated because of insufficient size and conflicts with other uses of the property, and Lakewood Hills Park was eliminated because of land use conflicts and traffic issues. At the suggestion of City of White Bear Lake staff, Division staff also contacted numerous owners of businesses containing landlocked parcels, but none of these properties were available for use as a yard waste site because of traffic issues, security concerns or conflicts with planned uses of the sites.

Division staff also examined the availability of previously and newly identified potential sites in Vadnais Heights, Little Canada, White Bear Township, and White Bear Lake. This effort resulted in one publicly-owned site in Little Canada being eliminated from further consideration (because the Saint Paul Water Utility wanted to sell off the entire large parcel) and

several privately-owned parcels (e.g., H.B. Fuller property) being eliminated from sale or lease as a yard waste site because of land use conflicts or traffic issues. The Division also continued to examine the potential use of Joy Park in Maplewood for a yard waste site; the Division had concerns about the amount of tree removal and earthmoving that would be needed and thus has not continued to pursue this site.

The Division of Solid Waste continues to try to find a site in northeastern Ramsey County. The Division has indicated to the County Board that it intends to select a site, if any can be found. Then the Division would develop an appropriate agreement for leasing or purchasing the site and would bring such an agreement to the County Board for its consideration.

Because it has been clear that finding a site in the White Bear Lake area, much less anywhere else in this heavily urbanized county, will not be easy, the search has encompassed several possibilities:

- using publicly-owned sites;
- leasing or purchasing a privately-owned site;
- considering short- to medium-term (1-5 years) leases of sites until they are sold (typically, such leases have termination clauses of 30-180 days);
- operating only a yard waste transfer site, which would require less land and have less potential for nuisances than a composting site;
- operating a site only in the spring and fall, when most of the yard waste is received;
- operating a site only on weekends.

Analysis of potential sites has indicated that no publicly-owned sites are available except possibly one in White Bear Township, and that most privately-owned sites are not suitable because a) there are conflicts with adjacent land uses, b) there are traffic concerns, such as the ability for slow-moving vehicles (e.g., cars with trailers) to turn safely into or out of a site, c) the owner has a large parcel for sale and refuses to subdivide or lease a smaller area for use as a yard waste site, or d) the site was recently sold or is under a purchase agreement.

The Division of Solid Waste has directed most of its efforts during the past year to a few possible sites in White Bear Township. Division staff have met twice with the Town of White Bear Board and several times with Township staff concerning possible development of a site on Township-owned industrial land on White Bear Parkway near Otter Lake Road. This site could divert a substantial number of current users of the Maplewood

site. Some issues of concern have surfaced recently, including other potential uses for this site and compatibility with adjacent land uses, that might affect the availability of this site.

Division of Solid Waste staff have also investigated other publicly- and privately-owned potential sites in the Township. Ramsey County Park and Open Space land is not available for use as a yard waste site because of restrictive deed covenants or other planned uses. A couple of other privately-owned sites are still being examined, although neither would divert nearly as many current Maplewood site users, and the one with the better location presents potential roadblocks because of the nature of previous uses on the site.

It may be possible for the Division to develop a yard waste site on land in northeastern Ramsey County that could only be leased for a short-term. Because such a lease would likely have a 30-180 day termination clause, the Division of Solid Waste would have to evaluate the cost of developing the site in light of the possibility of lease termination.

The Division of Solid Waste has invested a substantial amount of effort in trying to establish a site or sites to augment the Maplewood site. This has been a very difficult endeavor because of the limited amount of remaining undeveloped land in Ramsey County, and the potential for conflicts from the land uses already in place.

## VI. OTHER ISSUES

### A. Dust Control

During dry weather dust that is stirred up by traffic on site can be a concern. During 1995 the Department contracted with a dust control vendor to apply calcium chloride solution at the Maplewood and other yard waste sites. This solution is often used to suppress dust on dirt roads, but was not entirely effective at the sites, possibly because the sites are covered with recycled asphalt millings instead of simply dirt and gravel. During 1996 the Department has switched to another vendor, Dustcoating, Inc. This firm uses another type of dust suppression material, Dustmaster E-100, which has been more successful at controlling dust and been approved by the Minnesota Pollution Control Agency (MPCA).

### B. Site Appearance and Security

Concerns were raised by citizens in 1994 over trash and litter. These issues were addressed in 1994 reports to the City Council, citing the continual cleanup that occurs on site. The site continues to have a locked dumpster that is emptied by Waste Management - Blaine. The site monitors continue to pick up any litter each day they work, and any

bags of material left at the gate are picked up when they are found. In addition, Community Corrections Sentenced-to-Serve workers are brought in on a monthly basis to pick up litter and mow and cut weeds at the Maplewood and other yard waste sites.

The site continues to be secured by a locked gate. Signs are posted with the hours of operation, phone numbers where residents can get more information, warning against illegal dumping, and stating that commercial lawn services cannot use the site. In the spring of 1996 the County installed a large sign board at the entrance to the site that combined several small signs, making it easier for residents to read the signs and improving the appearance of the site entrance. The road to the south part of the site is posted with signs so that the public cannot travel to that part of the site, and site monitors report that no unauthorized vehicles enter that part of the site.

Two site monitors are assigned to the site. On some occasions only one monitor is present. At all times the site is open at least one monitor is present, as required by the CUP and County policy.

#### **C. Educational Efforts**

Ramsey County, in cooperation with the Minnesota Extension Service, continues to inform site users about alternatives to using the Maplewood and other yard waste sites. Fact sheets have been handed out to all users of the site on various occasions. Extension Service Master Gardeners are on site several times during the year to answer various lawn and garden questions and to encourage residents to consider backyard composting and not bagging grass clippings. In 1994 a backyard composting demonstration project was built on the site.

#### **D. Customer Service**

The Ramsey County Division of Solid Waste is committed to quality customer service. As part of its effort to assure that customer needs are met at yard waste sites, the Division periodically conducts random surveys of site users. A copy of the survey form is attached.

On the survey form, customers are asked to rank the quality of several services on a scale of 0 (poor) to 6 (excellent). The results for data gathered from sites users of the Maplewood site in April through July of 1996:

<u>Service</u>	<u>Ranking</u>
a. Prompt service	5.4
b. Courteous monitor	5.4
c. Monitor could answer questions about yard waste	5.1
d. Cleanliness of site	5.4
e. Ease of locating site	5.3
f. Easy to use	5.5
g. Quality of finished compost	4.7
h. Traffic control	5.1
i. Easy to understand signs	5.4
j. Site was open on time	5.5

Of those responding, 100% would recommend the service to a friend. Most people learned about the sites through a newsletter, a brochure, signs, or a newspaper.

**ATTACHMENT 1**

**REQUEST FOR AMENDMENT TO CONDITIONAL USE PERMIT**

The Ramsey County Department of Public Health, Division of Solid Waste, is proposing to make capital improvements at the Maplewood yard waste site. These proposed improvements as well as planned improvements at six other County yard waste sites will be considered by the County Board at an upcoming meeting. The improvements at all sites will help improve management of traffic and waste volumes, safety and site security, and customer service.

As shown in the attached sketch, the proposed improvements for the Maplewood site include the following: widening and paving the entrance road; installing a new, wider gate; installing four light posts and fixtures; and installing a "stop" and a "slow" sign.

The Division of Solid Waste is requesting an amendment to the CUP to allow for these improvements.

ATTACHMENT 2

ANALYTICAL TEST RESULTS FOR FINISHED COMPOST  
FROM MAPLEWOOD YARD WASTE SITE

Samples of finished compost taken from Ramsey County's yard waste sites were analyzed on July 3, 1996, by the University of Minnesota Department of Soil, Water, and Climate, Research Analytical Laboratory. The results for the Maplewood yard waste site are shown below. Where applicable, the Minnesota Pollution Control Agency (MPCA) allowable average contaminant concentrations for Class I mixed municipal solid waste compost are shown (the MPCA does not regulate yard waste compost). Concentrations are shown in mg/kg (same as ppm or parts per million) except for pH.

<u>Constituent</u>	<u>Results from Maplewood Site</u>	<u>MPCA Limits</u>
Cadmium	0.440	10
Chromium	6.020	1000
Copper	9.400	500
Lead	19.320	500
Nickel	6.960	100
Zinc	59.140	1000
Phosphorus	1,051	
Potassium	1,771	
Calcium	30,770	
Magnesium	6,959	
Manganese	337.4	
Aluminum	1,644	
Iron	2,844	
Sodium	124.2	
Boron	16.820	
pH	8.1	

**ATTACHMENT 3**  
**CUSTOMER SERVICE SURVEY FORM**



Ramsey County  
Department of Public Health

# Yard Waste Site Service Survey

Please complete this survey and return it in the enclosed, stamped envelope. Your responses will help Ramsey County provide high quality yard waste management services. Information from surveys is anonymous; please do not write your name or address on this form.

MARKING DIRECTIONS	<ul style="list-style-type: none"> <li>• Use No. 2 pencil or blue or black ink pen only.</li> <li>• Do not use red ink or felt tip pens.</li> <li>• Make solid marks that fill the oval completely.</li> <li>• Make no stray marks on this form.</li> </ul>	WRONG MARKS    
		RIGHT MARK 

Printed in U.S.A. Mark Reflex® by NCS MM102177:321

1. Which yard waste site(s) did you use?

- Battle Creek
- Arden Hills
- Midway
- Shoreview/White Bear Township
- Maplewood
- Summit Hill
- Frank and Sims
- Mounds View

FOLD  
HERE

2. Please rate each of these services by filling in the appropriate number:

	Poor		Average		Excellent
a. Prompt service	①	②	③	④	⑤ ⑥
b. Courteous monitor	①	②	③	④	⑤ ⑥
c. Monitor could answer questions about yard waste	①	②	③	④	⑤ ⑥
d. Cleanliness of site	①	②	③	④	⑤ ⑥
e. Ease of locating site	①	②	③	④	⑤ ⑥
f. Easy to use	①	②	③	④	⑤ ⑥
g. Quality of finished compost	①	②	③	④	⑤ ⑥
h. Traffic control	①	②	③	④	⑤ ⑥
i. Easy to understand signs	①	②	③	④	⑤ ⑥
j. Site was open on time	①	②	③	④	⑤ ⑥

3. Based on your experience, would you recommend using this facility to a friend?

- Yes
- No

FOLD  
HERE

4. How did you learn about the yard waste sites?

- Newspaper
- Recorded message (633-9449)
- Brochure or flyer
- Signs along the roadside
- Utility bill insert
- Radio, TV, or Cable TV
- City newsletter
- Realtor
- Waste hauler
- Other (specify): \_\_\_\_\_
- 633-EASY (-3279)

5. Please write any suggestions or comments below or on the back:

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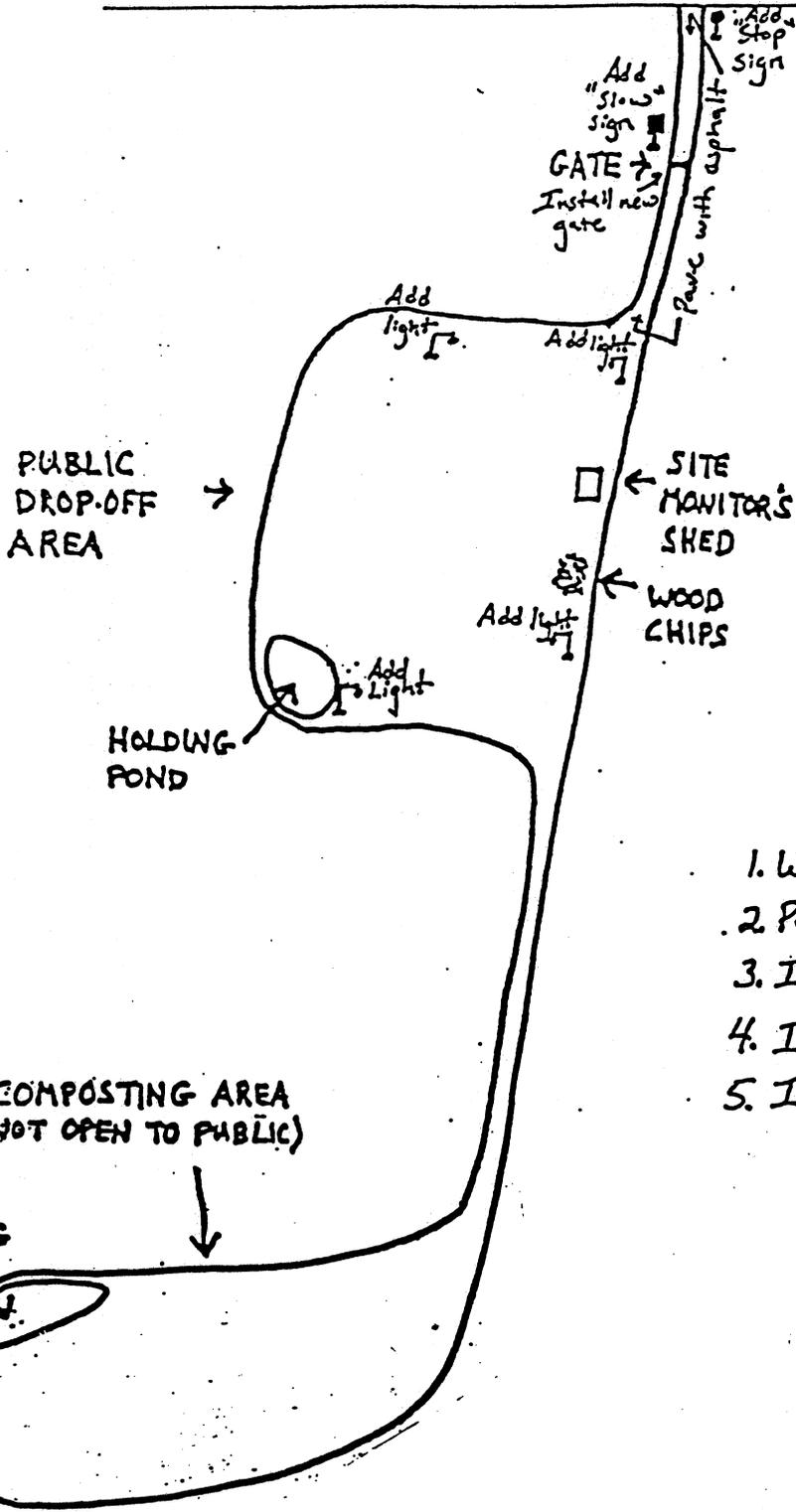
Thank you for your time!





# MAPLEWOOD SITE

BEAM AVE.



## Site Improvements

1. Widen entrance from 19' to 22'
2. Pave entrance to site
3. Install 4 light posts and fixtures
4. Install "stop" sign
5. Install "Slow" sign

1"=160'

N↑

Fax:

September 8, 1996

Melinda Coleman  
Director of Community Development  
City of Maplewood  
1830 East County Road B  
Maplewood, Minnesota 55109

**RE: Proposed changes to the Ramsey County Compost Site on Beam Avenue**

Dear City of Maplewood:

I am writing my strong objection to any and all changes to the Ramsey County Compost Site on Beam Avenue as directed in the Public Meeting Notice we received postmarked August 28, 1996.

First my husband James & I strongly object to any and all changes except the permanent closure and clean up of the Ramsey County Compost Site on Beam Avenue.

Ramsey County has not proven in any way that there is no environmental damages to the wetland and the ground water underneath it. These ponds were overflowing with gross, smelly, green water which was bubbling from underneath in the Sellyville Muck just a few days ago and now the contaminated water has soaked into the wetland and has dried up. They have not protected the County Ditch 18 or the entire chain of lakes from Kohlman Lake all the way into St. Paul. The county has built two very large holding ponds to hold the contaminated runoff from the compost that they denied existed to the city at a city council meeting when they were up for their renewal. They were also told to do testing of the air and water. At the next meeting they couldn't produce the results because they did not do the testing the city required of them as a stipulation to their renewal. The city should have revoked their permit. If a regular citizen behaved this way they would have prosecuted them along with a fine.

Ramsey County has not even followed their own guidelines regarding the placement of compost sites.

Ramsey County was told to look for a new site for this compost site. They don't have one. They said they had several sites in the works this was at least two years ago. Time is up! They must move this site instead of making it more permanent which is clearly their plan according to the meeting regarding the proposed changes.

Being concerned citizens and humanitarians my family is very concerned about the health and welfare of our neighborhood as well as the environment. We have many newspaper articles from all over the country regarding compost sites even smaller than this site. They are copies of court documents that were used in cases all over stating how people living near compost sites have become ill and have died because of the Aspergillus found in compost. Our neighbors have absolutely no idea how dangerous this

site is and the county does. They have information, they know what can and will happen to the public and the wetland and they do nothing about it to protect the public or the wetland. The city of Maplewood, KSTP are both enabling this behavior to continue no matter the costs.

In closure we were never notified per the change regarding any holding ponds for contaminated water. The city refuses to protect us from the diseases the mosquitoes carry however we are required by law to immunize our children for disease they might cause. This entire case is at best pathetic and shouldn't even continue. Care for the environment and the public health around and affected by it. This issue could affect the St. Paul area and the water we all need.

Respectfully,

Respectfully,

James & Margaret Ann Behrens  
1393 Kohlman Avenue East  
North Maplewood, Minnesota 55109  
612-484-9611

Cc: KSTP  
City of Maplewood  
Ramsey County  
Hal Norgard, Commissioner  
Sherry Broecker, State Representative  
Bruce Vento,  
Paul Wellstone  
Governor Carlson  
Ralph Sletten  
Maplewood City Council Members

Fax:

September 9, 1996

City Manager of City of Maplewood  
1830 County Road B  
Maplewood, Minnesota 55109

**RE: Violation of Noise Ordinance**

Dear City Manager:

As City Manager I believe that you are responsible for "Managing the City". You are responsible for the actions of what goes on within the city or at least to enforce the enforcers to holdup the high standards and ordinances that Maplewood has. I as a tax payer here in Maplewood, demand that the ordinance for noise be enforced and that the responsible party be held accountable.

This morning at 4:02 my husband and I both awoke to the noise of a front end loader heavy equipment and large trucks working right in our backyard. My husband went outside and walked through the thick fog only to discover that the noise was coming from the heavy equipment working and hauling in the Ramsey County Compost Site on the Wetland on Beam Avenue. This will not be tolerated. This continued throughout the early morning hours, as my husband drove to work at 5:45 a.m. he saw the trucks hauling continuously. He called me from work and said to call the police who are supposed to handle all compost complaints after hours as directed by the City Council and Ramsey County at the meeting two years ago. I did. I was told they would handle it. I want assurance that Ramsey County will be documented as in violation of the City noise ordinance and included in the file for the termination of their conditional use permit. The city has not held them responsible for the other behaviors and neglect to obey the city and their demands for actions. @ testing, new site, no noise etc.

Respectfully,

James & Margaret Ann Behrens  
612-484-9611  
1393 Kohlman Avenue East

Cc: City of Maplewood  
KSTP  
Ramsey County  
Hal Norgard, Commissioner  
Paul Wellstone  
Sherry Broecker, State Representative  
Governor Carlson  
Ralph Sletten, File  
Attorney File

An Affiliate of Group Health Cooperative of Puget Sound

February 17, 1993

To the Board of Adjustors of Spokane County;

This letter is written as a health care professional and as a county resident. I have received the information currently available regarding the commercial composting storage and processing facility, including the findings of fact, conclusions and decision dated January 4, 1993.

As president of the Inland Northwest Academy of Family Physicians and the North region clinical director of Group Health Northwest, I feel qualified to comment on the health impact of the proposed project on area residents.

There are an easily identifiable eight residents within a mile radius of the proposed project site whose health would be very significantly affected in an adverse manner. I suspect that another ten to twelve individuals would be adversely affected to a lesser degree.

Such a prediction can only be made on the basis of reported findings noted above. A processing facility of this size has not previously been studied in a residential area. Adverse health impact will, with a high degree of probability, exceed identifiable risks.

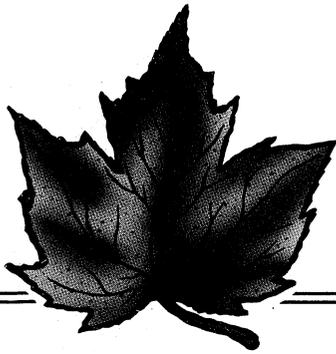
It should be a moral mandate for the county and a legal imperative for the community to establish baseline health conditions of area residents. ADVERSE TRACKING WILL BE CRUCIAL FOR DETERMINATION OF LATER RESPONSIBILITY AND APPROPRIATE COMPENSATION TO VICTIMS.

As a ten year resident of the Colbert area, I believe that it can only be seen as negligent (if not a criminal) lapse of government service to waive a ENVIRONMENTAL IMPACT STATEMENT on a facility the nature of which is defined in the above mentioned documents. The industrial processing including noise, dust and chemical reservoirs, combined with the effect of two way truck traffic on Highway 2 and the Division Street corridor is a significant basis for an ENVIRONMENTAL IMPACT STATEMENT as defined by federal legislation.

Sincerely,



Charles C. Morrison, M.D.



CITY OF *George*  
MAPLEWOOD

1830 E. COUNTY ROAD B      MAPLEWOOD, MINNESOTA 55109

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**MEMORANDUM**

**TO:** Mayor and City Council

**FROM:** Maplewood Human Relations Commission

**DATE:** September 9, 1996

**RE:** **HUMAN RELATIONS COMMISSION SPONSORSHIP OF  
"WE ARE FAMILY" THEATER PRODUCTION ON  
WEDNESDAY, SEPTEMBER 18, 7 P.M.**

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The Maplewood Human Relations Commission invites you to attend the Mixed Blood Theater's production of "*We Are Family*," which humorously tackles discrimination and cultural equity between those who have and those who have not.

Immediately following the performance, the audience is invited to attend a post-show discussion about the play and how the topics of the play relate to our own community.

Your attendance and participation are welcome. We are hoping that the Mayor will agree to facilitate the post-show discussion. Any of the rest of you are welcome to join in. We are asking the Council and HRC members to sit together in the front and to stand, as a group, prior to the beginning of the performance so the audience is aware of their attendance and support.

Please call Sherrie Le if you have any questions.