

AGENDA

MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, January 27, 1992
Council Chambers, Municipal Building
Meeting No. 92-02

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES

1. Meeting No. 91-25 (December 23 & 30, 1991)
2. Council/Manager Meeting of January 6, 1992
3. Meeting No. 92-01 (January 13, 1992)

E. APPROVAL OF AGENDA

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. Interfund Transfers for Unassessed Utility Improvements
3. 1991 Budget Changes - Internal Rental Charges
4. Budget Adjustment - Recycling Costs
5. Conditional Use Permit Review: 2080 Woodlynn Ave. (Salvation Army Church)
6. Reduction of Retainage - Project 90-07
7. Final Payment - Project 86-01
8. Annual Renewal of Charitable Gambling Licenses

G. PUBLIC HEARINGS

1. 7:00 p.m.; Code Change: Parking Lot Striping (2nd Reading - 4 Votes)_____
2. 7:10 P.M.; Minnehaha Ave. & McKnight Rd (3M)
 - a. Reduction in Parking Spaces_____
 - b. Conditional Use Permit_____
 - c. Cash Connection Charge_____

3. Kohlman Lake Overlook Fourth Addition

a. Preliminary Plat_____

b. Zoning Map Change (4 Votes)_____

H. AWARD OF BIDS

I. UNFINISHED BUSINESS

1. 1992 Council Appointments_____

2. Disposition of House at 1810 E. County Road B_____

J. NEW BUSINESS

1. Charitable Gambling Report_____

2. Park & Recreation Commission Annual Report_____

3. Water Rate Design Study_____

4. Proposed Settlement - Metro Supervisory Association_____

5. Non-Union General Wage Increase_____

6. Pay Equity Implementation Report_____

7. Highwood Storm Sewer Litigation (Request for Closed Session)_____

K. VISITOR PRESENTATIONS

L. COUNCIL PRESENTATIONS

1. _____

2. _____

3. _____

4. _____

M. ADMINISTRATIVE PRESENTATIONS

1. _____

2. _____

3. _____

N. ADJOURNMENT

EA. APPOINTMENTS/PRESENTATIONS

2.Chief Hale

- a.Chief Hale presented Council with \$4,480.00 as the 2% cut in the 1991 Budget.
- b.Council accepted the reimbursement with their thanks.

G. CONSENT AGENDA:

Councilmember Zappa moved, seconded by Councilmember Rossbach; ayes - all, to approve the consent agenda items G-1 thru G-5 as recommended.

1. Approval of Claims

Approved the following claims:

<u>ACCOUNTS PAYABLE:</u>	\$ 692757.00	Checks #24992 - #25054 Dated 12- 2-91 thru 12-12-91
	<u>\$ 115,214.31</u>	Checks #15562- #15692 Dated 12-23-91
	\$ 807,971.31	Total per attached voucher/check register
<u>PAYROLL:</u>	\$ 244,084.63	Payroll Checks dated 12-06-91 and 12-16-91 (Merit Pay)
	<u>\$ 39,638.79</u>	Payroll Deductions
	\$ 283,723.42	Total Payroll
		<u>\$1,091,694.73</u> GRAND TOTAL

2. Removal of Assessment: Project 90-07

91 - 12 - 160

RESOLUTION REMOVING ASSESSMENT

WHEREAS, the City has levied assessments for City-Wide Water Main, also known as Project 90-07, pursuant to Minn. Stat. Ch. 429.

WHEREAS, the City has entered into and completed negotiations for the exchange of property relative to the expansion of Harvest Park.

WHEREAS, the land is legally described as:

Tract A

Commencing at the southeast corner of said Lot 5, Block 2; thence on an assumed bearing of North 89 degrees 52 minutes 43 seconds West along the south line of said Lot 5, said line being also the north line of CAVES BARCLAY ADDITION according to the recorded plat thereof, a distance of 229.78 feet; thence North 0 degrees 14 minutes 27 seconds West 82.00 feet to the point of beginning of the tract to be described; thence South 89 degrees 52 minutes 43 seconds East 160.00 feet to a point on a 60.00 foot radius curve, the center of circle

of said curve bears South 85 degrees 13 minutes 43 seconds East from said point; thence Northeasterly along said curve, an arc length of 99.05 feet, central angle 94 degrees 34 minutes 54 seconds to a point on the east line of said Lot 5 distant 136.36 feet Northerly of the southeast corner of said Lot 5; thence North 0 degrees 14 minutes 27 seconds West along said east line of Lot 5 a distance of 27.64 feet; thence North 89 degrees 52 minutes 43 seconds West 229.78 feet; thence South 0 degrees 14 minutes 27 seconds East 82.00 feet to the point of beginning. This tract contains 0.362 acres of land.

Tract B

That part of Lot 5, Block 2, Auditor's Subdivision No. 76, Ramsey County, Minnesota described as follows:

Beginning at the southeast corner of said Lot 5, Block 2; thence on an assumed bearing of North 89 degrees 52 minutes 43 seconds West along the south line of said Lot 5, said line being also the north line of CAVES BARCLAY ADDITION according to the recorded plat thereof, 11.67 feet to the point of beginning of the tract to be described; thence continuing North 89 degrees 52 minutes 43 seconds West along said line 218.11 feet; thence North 0 degrees 14 minutes 27 seconds West 82.00 feet; thence South 89 degrees 52 minutes 43 seconds East 160.00 feet to a point on a 60.00 foot radius curve, the center of circle of said curve bears South 85 degrees 13 minutes 43 seconds East from said point; thence Southeasterly along said curve an arc length of 77.29 feet, central angle 73 degrees 48 minutes 27 seconds; thence Southeasterly along a 34 foot radius reverse curve an arc length of 30.14 feet, central angle 50 degrees 48 minutes 18 seconds to the point of beginning. This tract contains 0.339 acres of land.

WHEREAS, as a result of said levied assessment, the amount of assessment is approximately the amount of \$8,750.00.

NOW, THEREFORE, BE IT RESOLVED:

1. That the City hereby vacates the assessment in the amount of \$8,750.00.00 on Tract A and B which is formally known as park property.
2. The City hereby waives the requirement of Minn. Stat §429.071, Subd. 2 with respect to Notice of Hearing concerning the assessment on said parcel.

3. Reduction of Assessment: Project 86-01

91 - 12 - 161

RESOLUTION REDUCING ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the City Council met and heard and passed upon all objections to the proposed assessment for the construction of Condor Storm Sewer - Western Branch, also known as Project 86-01 on June 25, 1990.

WHEREAS, Marv Anderson Homes, Inc., filed formal Notice of Appeal pursuant to Statute §429 et al on July 18, 1990, with respect to Parcels in Marvin

Anderson Homes, Inc., ownership.

WHEREAS, the assessment appeals were duly scheduled in the Ramsey County District Court on November 7, 1991, at 9:00 a.m.

WHEREAS, the City of Maplewood, a Municipal corporation and Marv Anderson Homes, Inc., entered into a Stipulation in order to avoid continued litigation and additional costs and for final determination of benefit.

WHEREAS, Marvin Anderson Homes, Inc., has agreed to a re-assessment of each of its parcels in the amount of \$400.00 per lot.

WHEREAS, Marvin Anderson Homes, Inc., has waived, through Stipulation, the requirements for notice and hearing pursuant to §429.071, Subd. 2.

NOW, THEREFORE, be it resolved by the City Council of Maplewood, Minnesota, as follows:

1. The following parcels located in the City of Maplewood be reduced by \$100.00 per lot and that the re-assessment for the following parcels located in the City of Maplewood, County of Ramsey be \$400.00 per lot, the following described parcels:

Lot 1, Block 1, Crestview Third Addition
Lot 2, Block 1, Crestview Third Addition
Lot 1, Block 2, Crestview Third Addition
Lot 7, Block 2, Crestview Third Addition
Lot 1, Block 5, Crestview Third Addition
Lot 3, Block 5, Crestview Third Addition
Lot 4, Block 5, Crestview Third Addition
Lot 7, Block 5, Crestview Third Addition
Lot 1, Block 1, Crestview Fourth Addition
Lot 3, Block 1, Crestview Fourth Addition
Lot 5, Block 1, Crestview Fourth Addition
Lot 6, Block 1, Crestview Fourth Addition
Lot 7, Block 1, Crestview Fourth Addition
Lot 1, Block 2, Crestview Fourth Addition
Lot 2, Block 2, Crestview Fourth Addition
Lot 3, Block 2, Crestview Fourth Addition
Lot 4, Block 2, Crestview Fourth Addition
Lot 7, Block 2, Crestview Fourth Addition
Lot 8, Block 2, Crestview Fourth Addition
Lot 9, Block 2, Crestview Fourth Addition
Lot 10, Block 2, Crestview Fourth Addition
Lot 11, Block 2, Crestview Fourth Addition
Lot 12, Block 2, Crestview Fourth Addition
Lot 13, Block 2, Crestview Fourth Addition
Lot 14, Block 2, Crestview Fourth Addition
Lot 15, Block 2, Crestview Fourth Addition
Lot 16, Block 2, Crestview Fourth Addition
Lot 17, Block 2, Crestview Fourth Addition
Lot 4, Block 3, Crestview Fourth Addition
Lot 5, Block 3, Crestview Fourth Addition
Lot 6, Block 3, Crestview Fourth Addition
Lot 7, Block 3, Crestview Fourth Addition
Lot 8, Block 3, Crestview Fourth Addition
Lot 9, Block 3, Crestview Fourth Addition

Lot 8, Block 2, Crestview Third Addition
Lot 5, Block 2, Crestview Fourth Addition
Lot 1, Block 3, Crestview Fourth Addition
Lot 2, Block 3, Crestview Fourth Addition

4.Reduction of Assessment: Project 90-07

91-12-162

REDUCTION OF ASSESSMENT

WHEREAS, the City pursuant to Minnesota Statute Chapter 429 on May 13, 1991, levied assessments for City Project No. 90-07 on Krieglmeier's property, also known as 49 East Larpenteur Avenue (PIN No. 18-29-22-34-0062).

WHEREAS, the amount levied against the Krieglmeier's property was in the total assessment of \$3,125.00.

WHEREAS, the Krieglmeiers filed a Notice of Appeal pursuant to Minnesota Statute Chapter 429.

WHEREAS, the City met and negotiated with the Krieglmeiers relative to said assessments appeal;

WHEREAS, the City Attorney has recommended a reassessment pursuant to Minn. Stat. §429.071, Subd. 2;

WHEREAS, said reassessment is consistent with statutory requirements and will serve to avoid unnecessary litigation;

NOW, THEREFORE, BE IT RESOLVED:

1.That the assessment is hereby reduced on PIN NO. 18-29-22-34-0062 also known as 49 East Larpenteur, in the amount of \$2,625.00.

91-12-163

REDUCTION OF ASSESSMENT

WHEREAS, the City pursuant to Minnesota Statute Chapter 429 on May 13, 1991, levied assessments for City Project No. 90-07 on Thomas A. and Roxanne R. Stebner's property, also known as 1683 Abel Street (PIN No. 18-29-22-34-0047).

WHEREAS, the amount levied against the Stebner's property was in the total assessment of \$3,125.00.

WHEREAS, the Stebner's filed a Notice of Appeal pursuant to Minnesota Statute Chapter 429.

WHEREAS, the matter came before the Honorable Gordon W. Shumaker, Judge of District Court on September 26, 1991, as District Court File No. C7-91-6322.

WHEREAS, the Honorable Gordon W. Shumaker issued an Order and Judgment on October 4, 1991, vacating and setting aside the assessment in the amount of \$2,625.00.

NOW, THEREFORE, BE IT RESOLVED:

1.That the assessment is hereby reduced on PIN NO. 18-29-22-34-0047 also known as 1683 Abel Street, in the amount of \$2,625.00.

REDUCTION OF ASSESSMENT

WHEREAS, the City pursuant to Minnesota Statute Chapter 429 on May 13, 1991, levied assessments for City Project No. 90-07 on Omar N. and Susan R. Olson's property, also known as 1695 Abel Street (PIN No. 18-29-22-34-0046).

WHEREAS, the amount levied against the Olson's property was in the total assessment of \$3,125.00.

WHEREAS, the Stebner's filed a Notice of Appeal pursuant to Minnesota Statute Chapter 429.

WHEREAS, the matter came before the Honorable Gordon W. Shumaker, Judge of District Court on September 26, 1991, as District Court File No. C6-91-6375.

WHEREAS, the Honorable Gordon W. Shumaker issued an Order and Judgment on October 4, 1991, vacating and setting aside the assessment in the amount of \$2,625.00.

NOW, THEREFORE, BE IT RESOLVED:

1. That the assessment is hereby reduced on PIN NO. 18-29-22-34-0046 also known as 1695 Abel Street, in the amount of \$2,625.00.

5. PERA Resolution - Part-Time Police Officer

91 - 12 - 165

WHEREAS, the City of Maplewood has hired Kevin J. Rabbett to serve as a part-time police officer, and

WHEREAS, the City of Maplewood desires that Kevin J. Rabbett be classified as a basic member of the Public Employees Police and Fire Fund:

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that pursuant to M.S.A. Section 353.64, subd. 4, the part-time police officer position held by Kevin J. Rabbett is a police officer position.

BE IT FURTHER RESOLVED that the Director of Public Safety shall hereby cause employee contributions to be deducted from the salary of Kevin J. Rabbett according to the provisions of M.S.A. Section 353.27, subd. 4.

G. PUBLIC HEARINGS

1.7:00 p.m. (7:10 p.m.), 1919 White Bear Avenue:
Zoning Map Change (4 Votes)

Lot Width Variances
Sideyard Setback Variance

- a. Mayor Bastian convened the meeting for a public hearing regarding 1916 White Bear Avenue.
- b. Manager McGuire presented the staff report.
- c. Director of Community Development Olson presented the specifics of the report.
- d. Commissioner Will Rossbach presented the P.C. report.

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

Ambrose Czeck, 1756 Frost Avenue

f. Mayor Bastian closed the public hearing.

g. Councilmember Rossbach introduced the following Resolution and moved its adoption:

91 - 12 - 166

ZONING MAP CHANGE

WHEREAS, the City of Maplewood applied for a change in the zoning map from R-1, (single-dwelling residential) to R-1S (small lot single-dwelling residential).

WHEREAS, this change applies to the property located at 1919 White Bear Avenue. The legal description is:

The North 1/2 of Lot 2, Garden Acres Addition, except the West 110 feet.
The PIN is 15-29-22-41-0003.

WHEREAS, the history of this change is as follows:

1. On October 7, 1991, the Planning Commission recommended that the City Council approve the change.
2. The City Council held a public hearing on December 23, 1991. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing an opportunity to speak and present written statements. The Council also considered reports and recommendations from the City staff and Planning Commission.

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

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

Seconded by Mayor Bastian

Ayes - Mayor Bastian, Councilmembers
Carlson, Rossbach, Zappa

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

91 - 12 - 167

VARIANCE RESOLUTION

WHEREAS, Ambrose Czeck applied for a variance from the zoning ordinance at 1919 White Bear Avenue. The legal description is:

The North 1/2 of Lot 2, Garden Acres Addition, except the West 110 feet. The PIN is 15-29-22-41-0003.

WHEREAS, Section 36-84.3(b) of the Maplewood Code of Ordinances requires a lot width of at least sixty feet in the R-1S zoning district to build a single dwelling.

WHEREAS, the applicant is proposing to build a single dwelling on an existing lot that is fifty feet wide.

WHEREAS, this requires a variance of ten feet.

WHEREAS, the history of this variance is as follows:

1. This variance was reviewed by the Planning Commission on October 7, 1991. They recommended that the City Council approve the variance.
2. The City Council held a public hearing on December 23, 1991. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing an opportunity to speak and present written statements. The Council also considered reports and recommendations from the City staff and Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council approve the above-described variance for the following reasons:

1. A house on a fifty-foot-wide lot is in keeping with the character of the area.
2. The problem is due to circumstances unique to the property that the owner did not cause.
3. The variance is in keeping with the spirit and intent of the ordinance.

Seconded by Councilmember Carlson

Ayes - Mayor Bastian, Councilmembers
Carlson, Rossbach, Zappa
Nays - Councilmember Juker

i. Councilmember Zappa moved to deny the request for variance from the sideyard set-back.

Motion died for lack of a second.

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

91 - 12 - 168

VARIANCE RESOLUTION

WHEREAS, Ambrose Czeck applied for a variance from the zoning ordinance at 1919 White Bear Avenue. The legal description is:

The North 1/2 of Lot 2, Garden Acres Addition, except the West 110 feet. The PIN is 15-29-22-41-0003.

WHEREAS, Section 36-84.3(b) of the Maplewood Code of Ordinances requires a lot in the R-1S zone to have a side yard of at least five feet on one side of the lot and ten feet on the other side.

WHEREAS, the applicant is proposing a lot with two side yards of five feet each.

WHEREAS, this requires a variance of five feet.

WHEREAS, the history of this variance is as follows:

1. This variance was reviewed by the Planning Commission on October 7, 1991. They recommended that the City Council approve the variance.

2. The City Council held a public hearing on December 23, 1991. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing an opportunity to speak and present written statements. The Council also considered reports and recommendations from the City staff and Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council approve the above-described variance for the following reasons:

1. There would be at least fifteen feet between houses, which meets the intent of the R-1S district.

2. The variance is in keeping with the spirit and intent of the ordinance.

Seconded by Councilmember Carlson

Ayes - Mayor Bastian, Councilmembers Carlson, Rossbach

Nays - Councilmembers Juker, Zappa

Mayor Bastian moved to table the appointment of the Human Relations Commission member until the next meeting.

Seconded by Councilmember Zappa

Ayes - all

2.7:10 p.m. (7:52 p.m.), Code Change: Building Separations in Town House Developments (4 Votes)

a. Mayor Bastian convened the meeting for a public hearing regarding a change in the Code regulating building separations in Town House developments.

b. Manager McGuire presented the staff report.

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

d.Board Member Don Moe presented the specifics of the report.

e.Mayor Bastian opened the public hearing, calling for proponents or opponents.
No one appeared.

f.Mayor Bastian closed the public hearing.

g.Councilmember Zappa introduced the following Ordinance and moved its adoption:

ORDINANCE NO. 695

**AN ORDINANCE CHANGING THE BUILDING SEPARATION
REQUIREMENTS IN TOWN HOUSE DEVELOPMENTS**

THE MAPLEWOOD CITY COUNCIL APPROVES THE FOLLOWING CHANGES TO THE CITY'S CODE OF
ORDINANCES:

Section 1. Change subsection 36-124 (6) applying to town house developments, as
follows:

(6)Side Yard Requirements

As applied to the total development site, a side yard shall be no less than
twenty (20) feet in width.

Section 2. Change Section 36-124 by adding a new subsection 8, as follows:

(8)Minimum building separations. The minimum separation between detached
buildings shall be as follows:

- a. dwelling to dwelling - 20 feet
- b. dwelling to accessory building - 10 feet
- c. accessory building to accessory building - 10 feet

Section 3. This ordinance shall take effect upon its passage.

Seconded by Councilmember Rossbach Ayes -all

Councilmember Zappa moved to amend the Agenda to hear G-4 at this time.

Seconded by Councilmember Rossbach Ayes -all

4.7:20 p.m. (7:59 p.m.), Stein Liquor License

a.Mayor Bastian convened the meeting for a public hearing regarding the liquor
license application for Arthur Stein of Laber's Liquors.

b.Manager McGuire presented the staff report.

c.Mayor Bastian opened the public hearing, calling for proponents or opponents.
No one appeared.

d.Mayor Bastian closed the public hearing.

e. Mayor Bastian moved to approve the off-sale liquor license for Arthur Stein for Laber's Liquors at 1700-D Rice Street.

Seconded by Councilmember Rossbach

Ayes -all

3.7:10 p.m. (8:01 p.m.), Gervais Avenue (Cottages of Maplewood):

Land Use Plan Change (4 Votes)

Reduction of Parking Spaces

Conditional Use Permit For a PUD

Sanitary Sewer Feasibility Study

Tax-Exempt Financing

Tax-Increment Financing

a. Mayor Bastian convened the meeting for a public hearing regarding the Cottages of Maplewood on Gervais Avenue.

b. Manager McGuire presented the staff report.

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

d. Commissioner Rossbach presented the Planning Commission report.

e. Chairman Fischer presented the Housing and Redevelopment Authority report.

f. Board Member Moe presented the Community Design Review Board report.

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

John Arkell, Developer
Art Wilde, 2464 Flandrau
Brian Schultz, 2473 Flandrau
Resident of 2504 Barclay
Davis Lundberg, Schwan Sales
Jim Glander, 1572 Gervais
Bill Barnes, 2527 Bittersweet Lane

h. Mayor Bastian closed the public hearing.

i. Councilmember Zappa moved approval of the Land Use Plan change for Cottages of Maplewood.

Seconded by Councilmember Juker

Councilmember Zappa withdrew the motion.

j. Mayor Bastian introduced the following resolution and moved its adoption:

91 - 12 - 169

LAND USE PLAN CHANGE RESOLUTION

WHEREAS, Cottages Lifestyles Inc. (John Arkell) applied for a change to the City's land use plan from LSC (limited service commercial) to RH (residential high density).

WHEREAS, this change applies to the undeveloped property on the north side of Gervais Avenue, east of Flandrau Street. The legal description is:

H. AWARD OF BIDS

1. Maplewood-In-Motion

a. Manager McGuire presented the staff report.

b. Councilmember Juker moved acceptance of the bid from Nystrom Publishing Company Inc. in the amount of \$25,656.00 for 12 issues (13,200 copies each) of the newsletter.

Seconded by Councilmember Rossbach

Ayes -Mayor Bastian, Councilmembers
Carlson, Juker, Rossbach
Nays -Councilmember Zappa

c. Councilmember Zappa moved to direct staff to bring Maplewood-In-Motion back before the Council in 9 months to review the format, etc.

Seconded by Councilmember Rossbach

Ayes -all

I. UNFINISHED BUSINESS

1. Ordinance to Increase Hydrant Charge Rates (2nd Reading)

a. Manager McGuire presented the staff report.

b. Mayor Bastian introduced the following Ordinance and moved its adoption:

ORDINANCE NO. 696

AMENDING THE CODE RELATING TO HYDRANT CHARGE RATES

BE IT ORDAINED BY COUNCIL OF THE CITY OF MAPLEWOOD AS FOLLOWS:

Section 1. This Section 35-52 of the Maplewood Code is hereby adopted to read as follows:

There shall be levied a hydrant charge against all properties benefitting from fire protection created by the availability of water. such charge shall be imposed only within the St. Paul Water District service area where water mains are located. The hydrant charge shall be levied whether or not the property is connected to water mains. The rates shall be as follows:

(1) The quarterly residential rates shall be:

Single-Family Dwelling	\$3.70
Townhouse	3.70
Duplex	7.40
Apartment	2.95
Condominium	3.70
Mobile Home	3.70

(2) Non-residential rates shall be as follows:

Class A - over 300 MGY - \$.09 per 1,000 gallons
Class B - 0 - 299 MGY - \$.14 per 1,000 gallons
Minimum rate - \$3.70 per quarter

(3) The rate for properties used jointly for residential and commercial purposes that are not metered separately shall be billed at

non-residential rates.

Section 2. This ordinance shall take effect and be in force beginning January 1, 1992.

Seconded by Councilmember Rossbach

Ayes -Mayor Bastian, Councilmembers
Carlson, Juker

Nays -Councilmembers Rossbach, Zappa

2. Ordinance to Increase Sewer Rates (2nd Reading)

a. Manager McGuire presented the staff report.

b. Mayor Bastian introduced the following Ordinance and moved its adoption:

ORDINANCE NO. 697

**AMENDING THE MAPLEWOOD CODE
RELATING TO SEWER SERVICE CHARGES**

THE COUNCIL OF THE CITY OF MAPLEWOOD DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Chapter 28-21 is hereby amended to read as follows:

The following rates and charges are hereby established for all sanitary sewer services furnished by and in the City:

(1) The quarterly residential rates shall be:

Single-Family Dwelling	\$33.80
Townhouse	33.80
Duplex	67.60
Condominium	33.80
Mobile Home	33.80
Apartment	27.00

(2) Non-residential rates shall be \$1.68 per 1,000 per gallons.

Non-residential sewer service charges shall be a minimum of \$7.10 quarterly per sewer service connection.

(3) The rate for properties used jointly for residential and commercial purposes that are not metered separately shall be billed at non-residential rates.

(4) In respect to property which shall be connected with the City sewer system for the discharge and disposal of other residential, commercial or industrial sewage rates, or any waste unusual in either character or amount, then in addition to all applicable charges hereunder, the City Council reserves the right to impose such supplemental sewage rate charges as said City Council shall determine as reasonable and warranted on the basis of all relevant factors.

Section 2. This ordinance shall take effect and be in force beginning January 1, 1992.

Seconded by Councilmember Carlson

Ayes -Mayor Bastian, Councilmembers
Carlson, Juker

Nays -Councilmembers Rossbach, Zappa

3.Reconsideration of Increase in Ambulance Rates

a.Manager McGuire presented the staff report.

b.Mayor Bastian moved to initiate a study of alternative bids for a fee study.

Seconded by Councilmember Carlson

Ayes -Mayor Bastian, Councilmembers
Carlson, Rossbach
Nays -Councilmembers Juker, Zappa

c.Councilmember Carlson moved to reconsider the proposed increase in ambulance fees for 1992.

Seconded by Mayor Bastian

Ayes -Mayor Bastian, Councilmembers
Carlson, Juker, Zappa
Nays -Councilmember Rossbach

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

91 - 12 - 170

ADOPTING 1992 AMBULANCE RATES

WHEREAS, the City of Maplewood is authorized to impose reasonable charges for emergency and paramedic ambulance services by Minnesota Statutes 471.476 and by special laws (Chapter 426, Laws of 1975, and Chapter 743, Laws of 1978); and

WHEREAS, the paramedic ambulance services are partly financed by property taxes; and

WHEREAS, it is fair and reasonable to charge non-residents a higher rate than residents for services rendered; and

WHEREAS, it is fair and reasonable to charge for services rendered based upon the type of services provided, i.e., basic or advance life support services as defined by Medicare.

NOW, THEREFORE, BE IT RESOLVED, that the following charges shall be effective January 1, 1992:

	<u>Residents</u>	<u>Non-Residents</u>
Basic ambulance services	\$210	\$230
Advanced life support ambulance services	\$380	\$420

BE IT FURTHER RESOLVED, that there shall be no charge for services rendered when the length of services is 10 minutes or less, when the patient is not transported, when the patient is transported to the detoxification center, or when the patient is transported in a squad car.

Seconded by Councilmember Carlson

Ayes -Mayor Bastian, Councilmembers
Carlson, Zappa
Nays -Councilmembers Juker, Rossbach

The meeting adjourned at 11:01 P.M. and will be re-convened at 6:00 P.M. on Monday, December 30, 1991.

The continuation of Maplewood City Council Meeting 91-25 was called to order at 6:00 p.m.

ROLL CALL

Gary W. Bastian, Mayor	Present
Dale H. Carlson, Councilmember	Present
Frances L. Juker, Councilmember	Present
George F. Rossbach, Councilmember	Present
Joseph A. Zappa, Councilmember	Present

G. PUBLIC HEARINGS: (Continued)

3.7:10 p.m. (8:01 p.m.), Gervais Avenue (Cottages of Maplewood):

(Continued from December 23, 1991)

- a. Land Use Plan Change (4 Votes) (See December 23 Minutes)
 - b. Reduction of Parking Spaces
 - c. Conditional Use Permit For a PUD
 - d. Sanitary Sewer Feasibility Study
 - e. Tax-Exempt Financing
 - f. Tax-Increment Financing

a. Land Use Plan Change

Approved 12-23-91

b. Reduction of Parking Spaces

1. Councilmember Zappa moved to approve the reduction of the required number of parking spaces to 161 (108 garages and 54 open spaces) rather than the 212 spaces required by code because:

- 1. The parking space requirement is not proper for senior housing because there are fewer cars per unit in these projects.
- 2. The City has approved a reduced number of parking spaces for other senior housing, including the Village on Woodlynn.

Seconded by Councilmember Carlson Ayes -all

c. Conditional Use Permit For a PUD

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

91 - 12 - 171

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Cottages Lifestyles Inc. (John Arkell) applied for a conditional use permit for the Cottages of Maplewood West planned unit development.

WHEREAS, this permit applies to the undeveloped property on the north side of Gervais Avenue, east of Flandrau Street. The legal description is:

The north 689.64 feet of the south 989.64 feet of Lot 2, the north 284.67 feet of the south 989.64 feet of the west 15.0 feet of Lot 1, and the south 704.97 feet of Lot 1, all in E. G. Rogers Garden lots, Ramsey County, subject to Gervais Avenue road easement.

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

- 1.The Planning Commission discussed this application on December 2, 1991. They recommended that the City Council deny the permit.
- 2.The City Council held a public hearing on December 23, 1991. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

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

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

Approval is subject to the following conditions:

- 1.All construction shall follow the site plan, date-stamped November 20, 1991, as amended by the CDRB pursuant to Council approval of the Conditional Use Permit for the PUD, except that all buildings shall meet the setbacks required by City Code. The City Council may approve major changes, after a public hearing and recommendation from the Community Design Review Board. The Director of Community Development may approve minor changes.
- 2.The owner shall not convert this development to nonseniors housing without the revision of the planned unit development. For this permit, the City defines seniors housing as a residence occupied by persons that are 55 years of age or older, notwithstanding the definition of senior, rental

preference shall be given persons 60 years of age or older. This information shall be on file in the Project Manager's office and shall be subject to review.

3. The developer shall install and maintain a 5-foot-wide concrete sidewalk along the north side of Gervais Avenue. This sidewalk shall run from Maple Ridge Property to Four Seasons Park. The plans and specifications for the sidewalk shall be subject to the approval of the City Engineer.
4. Approval by the City Engineer of final grading, utility, drainage, erosion control and driveway plans. The erosion control plan shall be consistent with the Ramsey Soil and Water Conservation District Erosion and Sediment Control Handbook.
5. The design of the pond shall be subject to the approval of the City Engineer. The design shall allow for a future 24-foot-wide drive between the pond and the wetlands to the northeast. The developer shall be responsible for getting all off-site ponding and drainage easements. The drive requirement may not apply if the City changes the zoning map for the land to the north of the Cottages project to R-1.
6. There shall be no outdoor storage of recreational vehicles, boats or trailers.
7. Residents shall not park trailers and vehicles that they do not need for day-to-day transportation on site. If the City determines there are excess parking spaces available on site, then the City may allow the parking of these on site.
8. If the City Council determines there is not enough on-site parking after 95 percent occupancy, the City may require additional parking.
9. The property manager shall keep the emergency access drive plowed of snow so emergency vehicles can pass over the drive.
10. The developer shall provide at least one on-site storm shelter in the development. This shelter, or any shelter, shall be subject to the approval of the Director of Emergency Preparedness and shall have a minimum of three square feet per person for 80% of the planned population.
11. The City Council ordering the construction of a new sanitary sewer to serve this property.
12. The City Council shall review this permit one year from the date of approval, based on the procedures in City Code.
13. If the proposed Cottages of Maplewood West project has not been initiated, apparent financing secured or substantial construction started before 12-20-92, the Council shall review the land use plan designation and a public hearing called for that purpose with the intent to examine other designations appropriate at that time.
14. The CDRB shall review a revised site plan for a project of 94 to 106 units which provides for the following:
 - a. There shall be no road on the abutting westerly property line.
 - b. There may be two (2) access points to the Cottages of Maplewood West project.
 - c. There shall be berming and planting on the westerly property line to provide screening and buffering for the residential properties pursuant to City Code.
 - d. The CDRB shall report back to the Council on the quality of the exterior materials.

Seconded by Councilmember Carlson

Ayes -Mayor Bastian, Councilmembers
Carlson, Rossbach, Zappa
Nays -Councilmember Juker

d.Sanitary Sewer Feasibility Study

1.Councilmember Zappa introduced the following Resolution and moved its adoption:

91 - 12 - 172

APPROVING FEASIBILITY STUDY

WHEREAS, it is proposed to replace the trunk sanitary sewer from VanDyke at Kohlman to Kennard at Beam and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be referred to the City Engineer for study and that he is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

Furthermore, funds in the amount of \$20,000 from the sanitary sewer fund are appropriated to prepare this feasibility report.

Seconded by Councilmember Juker

Ayes -all

e.Tax-Exempt Financing

1.Councilmember Juker introduced the following resolution and moved its adoption:

91 - 12 - 173

**RESOLUTION RECITING A PROPOSAL FOR A FINANCING PROGRAM
FOR A MULTIFAMILY RENTAL HOUSING DEVELOPMENT PROJECT,
GIVING PRELIMINARY APPROVAL TO THE PROJECT AND THE ISSUANCE OF HOUSING REVENUE BONDS,
PURSUANT TO MINNESOTA STATUTES, CHAPTER 462C,
AND APPROVING A HOUSING PLAN AND PROGRAM (THE COTTAGES OF MAPLEWOOD WEST PROJECT)**

- a.Minnesota Statutes, Chapter 462C (the "Act") confers upon cities the power to issue revenue bonds to finance a program for the purposes of planning, administering, making or purchasing loans with respect to one or more multifamily housing developments within the boundaries of the City;
- b.The City of Maplewood, Minnesota (the "City") has received from The Cottages of Maplewood West Limited Partnership (the "Developer") a proposal that the City undertake a program to finance a Project hereinafter described, through the issuance of revenue bonds or obligations (in one or more series) (the "Bonds") pursuant to the Act;
- c.The City desires to facilitate the development of rental housing within the community; encourage the development of affordable housing opportunities

for residents of the City' encourage the development of housing facilities designed for occupancy by elderly persons; and encourage the development of blighted or underutilized land and structures within the boundaries of the City' and the Project will assist the City in achieving these objectives;

- d. The Developer is currently engaged in the business of real estate development. The Project to be financed by the Bonds is the acquisition, construction and equipping of an approximately 97,500 square foot multifamily rental housing development of approximately 106 rental units all designed for elderly housing located in the vicinity of Gervais Avenue, west of White Bear Avenue in the City of Maplewood, Minnesota, and consists of the construction and equipping of buildings thereon which will result in the provision of additional rental housing opportunities to persons within the community;
- e. The City has been advised by representatives of the Developer that conventional, commercial financing to pay the capital costs of the Project is available only on a limited basis and at such high costs of borrowing that the economic feasibility of operating the project would be significantly reduced, but the Developer has also advised the City that with the aid of municipal financing, and resulting low borrowing cost, the Project is economically more feasible;
- f. A public hearing on the Project was held on December 23, 1991, after notice was published and materials made available for public inspection at the City Hall, all as required by Minnesota Statutes, Section 469.154, Subdivision 4, of the Act, at which public hearing all those appearing who desired to speak were heard and written comments were accepted; and
- g. No public official of the City has either a direct or indirect financial interest in the Project nor will any public official either directly or indirectly benefit financially from the Project.

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

- 1. The Council hereby finds that no information presented at the hearing has caused it to reject the Project.
- 2. The City hereby gives preliminary approval to the proposal of the Developer that the City undertake the Project, described above, and the program of financing therefor, pursuant to Minnesota Statutes, Chapter 462C, consisting of the acquisition and construction of multifamily rental housing facilities within the City pursuant to the Developer's specifications and to a revenue agreement between the City and the Developer on such terms and conditions with provisions for revision from time to time as necessary, so as to produce income and revenues sufficient to pay, when due, the principal and interest on the Bonds in the total principal amount of approximately \$5,200,000 to be issued pursuant to the Act to finance the acquisition and construction of the Project; and said agreement may also provide for the entire interest of the Developer therein to be mortgaged to the purchasers of the Bonds, or a trustee for the holder(s) of the Bonds; and the City, acting by and through the City, hereby undertakes preliminarily to issue its bonds in accordance with such terms and conditions.
- 3. At the option of the City, the financing may be structured so as to take advantage of whatever means are available and are permitted by law to enhance the security for, or marketability of, the Bonds; provided that

any such financing structure must be consented to by the Developer.

4. On the basis of information available to the City it appears, and the City hereby finds, that the Project constitutes a multifamily housing development within the meaning of subdivision 5 of Section 462C.02 of the Act; that the availability of the financing under the Act and the willingness of the City to furnish such financing will be a substantial inducement to the Developer to undertake the Project, and that the effect of the Project, if undertaken, will be to encourage the provision of additional multifamily senior rental housing opportunities to residents of the City, and to promote more intensive development and use of land within the City.
5. The Project and the program to finance the Project by the issuance of revenue bonds, is hereby given preliminary approval by the City subject to the approval of the Metropolitan Council and the Minnesota Housing Finance Agency ("MHFA") and subject to final approval by the City, the Developer and the purchasers of the Bonds as to ultimate details of the financing of the project.
6. The housing program for financing the project prepared in accordance with the provisions of Minnesota Statutes, Section 462C.03 is hereby approved. The City Clerk is authorized to submit the application to MHFA for its approval.
7. The Developer has agreed and it is hereby determined that any and all costs incurred by the City in connection with the financing of the Project, whether or not the project is carried to completion and whether or not approved by MHFA, will be paid by the Developer.
8. Briggs and Morgan, Professional Association, acting as bond counsel, is authorized to assist in the preparation and review of necessary documents relating to the Project, to consult with the City Attorney, Developer and purchasers of the Bonds (or trustee for the purchasers of the Bonds) as to the maturities, interest rates and other terms and provisions of the Bonds and as to the covenants and other provisions of the necessary documents and submit such documents to the City for final approval.
9. Nothing in this Resolution or the documents prepared pursuant hereto shall authorize the expenditure of any municipal funds on the Project other than the revenues derived from the Project or otherwise granted to the City for this purpose. The Bonds shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property or funds of the City except the revenue and proceeds pledged to the payment thereof, nor shall the City be subject to any liability thereon. The holder of the Bonds shall never have the right to compel any exercise of the taxing power of the City to pay the outstanding principal on the Bonds or the interest thereon, or to enforce payment thereon against any property of the City, except such property as may be expressly pledged for the security of the Bonds. The Bonds shall recite in substance that Bonds, including the interest thereon, are payable solely from the revenue and proceeds pledged to the payment thereof. The Bonds shall not constitute a debt of the City within the meaning of any constitutional or statutory limitation.
10. In anticipation of the approval by MHFA and the issuance of the Bonds to finance all or a portion of the Project, and in order that completion of the project will not be unduly delayed when approved, the Developer is hereby authorized to make such expenditures and advances toward payment of that

portion of the costs of the Project to be financed from the proceeds of the Bonds, as the Developer considers necessary, including the use of interim, short-term financing, subject to reimbursement from the proceeds of the Bonds, if any, when delivered but otherwise without liability on the part of the City.

11. The actions of City Staff in causing the notice of public hearing to be published in the Maplewood Review are hereby ratified, confirmed and adopted.

12. The Developer shall enter into various agreements with the City which shall impose the following restrictions on the Developer and the Project:

a. Construction must begin by December 23, 1992. The City Council may grant a time extension if just cause is shown;

b. Contracts entered into with contractors doing work on the Project shall provide that:

(1) The contractor shall not discriminate in the hiring or firing of employees on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability or age.

(2) The contractor shall compensate employees with wages and financial remuneration as provided under the United States Code, Section 276A, as amended through June 23, 1986, and under Minnesota Statutes 1985, Sections 177.41-177.44.

(3) The contractor shall be required to employ Minnesota residents in at least 80% of the jobs created by the project; and at least 60% of the group shall be residents of the seven-county metropolitan area. Resident status under both of the above categories shall be determined as of the date of this resolution. However, if the contractor can show that these quotas are not feasible because of a shortage of qualified personnel in specific skills, the contractor may request the City Council for a release from the two residency requirements. The requirements shall continue for the duration of the construction project.

(4) The contractor shall be an active participant in a State of Minnesota apprentice program, approved by the Department of Labor and Industry.

(5) All provisions of these tax-exempt finance requirements shall apply to all subcontractors working on the Project.

c. A written opinion, with supporting justification from a qualified expert acceptable to the City, shall be submitted with the application requesting tax exempt mortgage financing to document that:

(1) The Project will not adversely increase the vacancy rates of rental multiple dwellings in the City that are existing or have received preliminary City approval over the metropolitan average.

(2) There is reasonable assurance that the Project will be able to comply with the federal, county and City low-to-moderate income requirements over the life of the bond issue.

d. The bond indenture for the Bonds shall require:

- (1) The Developer to periodically certify to the City and trustee, compliance with the federal low-to-moderate income requirement. The frequency of certification shall be determined on a case-by-case basis.
- (2) The trustee is to inform the City of noncompliance trends with federal low-to-moderate income requirements.

e. As a condition of approving the Project, a lump-sum fee at Bond closing or an annual fee over the life of the Bond will be required. The City reserves the right to choose the fee option that will be the most beneficial to the City. This choice will be made when the final resolution for the Project and the Bonds is adopted. Factors to be taken into account will include, but not be limited to:

- (1) The size of the Bond issue.
- (2) Unbudgeted City funding needs at the time of the request.
- (3) The number of requests.
- (4) Federal arbitrage considerations.

f. The formula for each fee option is as follows:

(1) Annual fee:

(a) Full bond maturity: An annual fee payable on each anniversary of the Bond issue of not less than one-eighth of one percent of the unpaid balance and one-quarter of one percent of the Bond issue shall be paid at Bond closing, subject to federal arbitrage restrictions.

(b) Prepayment of Bonds: The same as the full Bond maturity requirement, except if all of the outstanding Bonds are prepaid prior to final Bond maturity, the developer shall pay, at the time of such prepayment, a lump-sum fee equal to the present value of the remaining annual fee payments, from the date of prepayment to final Bond maturity, subject to federal arbitrage restrictions.

(2) Lump-sum fee: At Bond closing, a lump-sum fee shall be paid that is equivalent to the present value of the annual fee option. The present value must be determined by a qualified expert, acceptable to the City.

g. At least 20% of the units shall have households with an adjusted gross income of 50% or less of the metropolitan median income or at least 40% of the units shall have households with an adjusted gross income of 60% of the median income.

h. At least 75% of the units shall have households that have an adjusted gross income of not more than 110 percent of the metropolitan median income.

i. At least 50% of the units shall be affordable to households which have adjusted gross incomes of no more than 80% of the metropolitan

median income.

Seconded by Councilmember Rossbach

Ayes -Councilmembers Carlson, Juker,
Rossbach, Zappa
Nays -Mayor Bastian

f. Tax-Increment Financing

1. Councilmember Juker introduced the following Resolution and moved its adoption:

91 - 12 - 174

**RESOLUTION APPROVING THE MODIFICATION OF THE DEVELOPMENT PROGRAM
RELATING TO DEVELOPMENT DISTRICT NO. 1,
AND ESTABLISHING HOUSING DISTRICT NO. 1-4
AND THE TAX INCREMENT FINANCING PLAN RELATING THERETO**

WHEREAS:

A. The City of Maplewood (the "City") has heretofore created Development District No. 1;

B. The Cottages of Maplewood West Limited Partnership is proposing that the City change the development program for Development District No. 1 and establish Housing District No. 1-4 within Development District No. 1 and adopt a Tax Increment Financing Plan with respect thereto under the provisions of Minnesota Statutes, Sections 469.124 to 469.134 and 469.174 to 469.179 (collectively the "Act");

C. The City Council has investigated the facts and has caused to be prepared a revised Development Program for Development District No. 1 and a proposed Tax Increment Financing Plan for Housing District No. 1-4; and

D. The City has performed all actions the law requires to be performed before the creation of Housing District No. 1-4 and the adoption of the proposed revision of the Development Program and the adoption of the Tax Increment Financing Plan relating thereto, including, but not limited to, notification of Ramsey County, Independent School District No. 622 and Special Intermediate School District No. 916 having taxing jurisdiction over the property to be included in Housing District No. 1-4, and the holding of a public hearing after publishing and mailing notice as required by law.

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

1. Development Program. The City Council adopts the revised Development Program for Development District No. 1, a copy of which is on file in the office of the City Clerk, as the Development Program for Development District No. 1.

2. Housing District No. 1-4. The City Council approves the establishment in the City of Housing District No. 1-4 within Development District No. 1. The initial boundaries of Housing District No. 1-4 are fixed and determined as described in the Tax Increment Financing Plan.

3. Tax Increment Financing Plan. The City Council adopts the Tax Increment Financing Plan as the tax increment financing plan for Housing District No. 1-4 and the City Council makes the following findings:

(a) Housing District No. 1-4 is a housing district as defined in Minnesota Statutes, Section 469.174, subd. 11, the specific basis for such determination being that the multifamily rental housing development to be undertaken by The Cottages of Maplewood West Limited Partnership consists of a project, or a portion of a project, intended for occupancy, in part, by persons or families of low and moderate income. Low and moderate income is as defined in chapter 462A, Title II of the National Housing Act of 1934, the National Housing Act of 1959, the United States Housing Act of 1937, as amended, Title V of the Housing Act of 1949, as amended, any other similar present or future federal, state, or municipal legislation, or the regulations promulgated under any of those acts.

(b) The proposed redevelopment, in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future and therefore the City Council deems the use of tax increment financing necessary.

The reasons supporting this finding are that:

The Cottages of Maplewood West Limited Partnership has represented to the City that they would not undertake the project in Maplewood without the City's use of tax increment financing. Private investment will not finance these development activities because of prohibitive costs. It is necessary to finance these development activities with tax increment financing so other development by private enterprise will occur within Development District No. 1.

(c) The Tax Increment Financing Plan for Housing District No. 1-4 conforms to the City of Maplewood's general plan for development or redevelopment.

The reasons supporting this finding are that:

(i) Housing District No. 1-4 is properly zoned; and

(ii) The Tax Increment Financing Plan will generally compliment and serve to implement policies adopted in the City's comprehensive plan.

(d) The Tax Increment Financing Plan will allow maximum opportunity, consistent with the sound needs of the City of Maplewood as a whole, for the development or redevelopment of Development District No. 1 by private enterprise.

The reasons supporting this finding are that:

The development activities are necessary so that development and redevelopment by private enterprise can occur within Development District No. 1.

4. Public Purpose. The revised Development Program for Development District No. 1, and the adoption of the Tax Increment Financing Plan for Housing District No. 1-4 conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the City which is already built up to provide employment opportunities to improve the tax base, and to improve the general economy of the State and thereby serves a public purpose.

5. Certification. The City Council requests that the Ramsey County Auditor certify the original net tax capacity of Housing District No. 1-4, as described in the Tax Increment Financing Plan, and certify in each year thereafter the amount by which the original net tax capacity has increased

the Contingency Fund.

I. UNFINISHED BUSINESS

4. Park Availability Charge

a. Manager McGuire presented the staff report.

b. Councilmember Carlson moved approval of the staff recommendation that the Commercial and Industrial Park Availability Charge be continued at 7%.

Seconded by Councilmember Rossbach

Ayes -Mayor Bastian, Councilmembers
Carlson, Juker, Rossbach
Nays -Councilmember Zappa

5. Proposed Community Center Project

a. Manager McGuire presented the staff report.

b. Mayor Bastian moved authorizing staff to proceed with Step 1, Step 2 and Step 3, maintaining separate cost factors for each undecided facility, and, after Step 3, meet with the Advisory Committee for review.

Seconded by

Ayes -Mayor Bastian, Councilmembers
Carlson, Juker, Rossbach
Nays -Councilmember Zappa

J. NEW BUSINESS

1. Municipal State Aid - Off-System Resolution

a. Manager McGuire presented the staff report.

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

91 - 12 - 175

MUNICIPAL STATE AID - TH 36, CSAH 25 AND CSAH 64

WHEREAS, it has been deemed advisable and necessary for the City of Maplewood to participate in the cost of a construction project located on TH 36, CSAH 25 and CSAH 64 within the limits of said municipality, and

WHEREAS, said construction project has been approved by the Commissioner of Transportation and identified in his records as SAP 138-010-04 and 138-020-12.

NOW, THEREFORE, BE IT RESOLVED: That we do hereby appropriate from our municipal state aid street funds the sum of \$450,000 to apply toward the construction of said project and request the Commissioner of Transportation to approve this authorization.

Seconded by Councilmember Zappa

Ayes -all

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

MUNICIPAL STATE AID - TH 61 AND CSAH 25

WHEREAS, it has been deemed advisable and necessary for the City of Maplewood to participate in the cost of a construction project located on TH 61 and CSAH 25 within the limits of said municipality, and

WHEREAS, said construction project has been approved by the Commissioner of Transportation and identified in his records as SAP 138-010-06 and 138-020-15.

NOW, THEREFORE, BE IT RESOLVED: That we do hereby appropriate from our municipal state aid street funds the sum of \$350,000 to apply toward the construction of said project and request the Commissioner of Transportation to approve this authorization.

Seconded by Councilmember Zappa

Ayes -all

2.Approval of 1992 On-Sale Intoxicating Liquor License

a.Manager McGuire presented the staff report.

b.Councilmember Zappa introduced the following Resolution and moved its adoption:

APPROVAL OF 1992 ON-SALE LIQUOR LICENSES

RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, RAMSEY COUNTY, MINNESOTA, that the following On-Sale Liquor Licenses, having been previously duly issued by this Council, are hereby approved for renewal for one year, effective January 1, 1992, with approval granted herein subject to satisfactory results of required Police, Fire and health Inspections:

Applebee's
2112 Maplewood Mall
3001 White Bear Avenue

Garrity's
1696 White Bear Avenue

Bali Hai Restaurant, Inc.
2305 White Bear Avenue

Gulden's
2999 N. Highway 61

Beau's Food & Spirits
2289 E. Minnehaha

Keller Lake Lounge
2280 Maplewood Drive

Chi Chi's
3069 White Bear Avenue

Keller Clubhouse
2166 Maplewood Drive

Chili's Restaurants
Southlawn & Beam

Maplewood Bowl
1955 English Street

Chalet Lounge
1820 Rice Street

The Olive Garden
1749 Beam Avenue

Champps
1734 Adolphus

M. T. Pockets & Co., Inc.
780 East County Road B

Ciatti's Italian Restaurant
1900 E. County Road D

Red Lobster Restaurant #283
2925 White Bear Avenue

Days Inn-St. Paul/Maplewood
1730 E. County Road D

Red Rooster Liquor Lounge
2029 Woodlynn

Deans, Inc.
1986 Rice Street

D. G. Burgers Corp
2441 Highway 61

Club On-Sale Liquor License:

North Maplewood Lions Club
1310 Frost Avenue

Loyal Order of Moose 963
1946 English Street

Seconded by Bastian

Ayes - all

3.Approval of 1992 Off-Sale Intoxicating Liquor License

a.Manager McGuire presented the staff report.

b.Councilmember Zappa introduced the following Resolution and moved its adoption:

91 - 12 - 178

APPROVAL OF 1992 OFF-SALE LIQUOR LICENSES

RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, RAMSEY COUNTY, MINNESOTA, that the following Off-Sale Liquor Licenses, having been previously duly issued by this Council, are hereby approved for renewal for one year, effective January 1, 1992, with approvals granted herein subject to satisfactory results of required Police, Fire and health inspections:

Laber's Liquors
1730 Rice Street

Red Wagon Liquors
2290 Maplewood Drive

Spirits
Maplewood Wine Cellar
1281 Frost Avenue

Sarrack's International Wine &
2305 Stillwater Road

Party Time Liquor
1835 E. Larpenteur Ave.

Seconded by Mayor Bastian

Ayes - all

4.Code Change: Parking Lot Striping (1st Reading)

a.Manager McGuire presented the staff report.

b.Councilmember Zappa moved first reading of a change in the ordinance governing

parking lot striping.

Seconded by Mayor Bastian

Ayes -all

5. Ramsey County Local Government Services Study Commission Report

a. Manager McGuire presented the staff report.

b. Councilmember Zappa moved to include the Ramsey County Local Government Services Study Commission Report in the Council/Manager meeting of January 6, 1992.

Seconded by Councilmember Juker

Ayes -Mayor Bastian, Councilmembers
Juker, Rossbach, Zappa
Nays -Councilmember Carlson

7.1992 Lease With Suburban Community Channels

a. Manager McGuire presented the staff report.

b. Councilmember Zappa moved to approve the 1992 lease with Suburban Community Channels.

Seconded by Councilmember Rossbach

Ayes -all

K. VISITOR PRESENTATIONS

L. COUNCIL PRESENTATIONS

NONE

M. ADMINISTRATIVE PRESENTATIONS

1.1992 Council Pay Freeze

a. Councilmember Zappa moved to place this item on the next Agenda, January 13, 1992.

Seconded by Councilmember Rossbach

Ayes -Councilmembers Rossbach,
Zappa
Nays -Mayor Bastian, Councilmembers
Carlson, Juker

2. Hiring Freeze

a. Councilmember Zappa moved to place this item on the January 13, 1992 Agenda.

Motion died for lack of a second.

3. Temporary Roads

a. Councilmember Rossbach moved to have staff review what is classified as a temporary road and discuss on January 13, 1992.

Seconded by Councilmember Carlson

Ayes -all

4. Mayor's Update

a. Mayor Bastian reported that L. Dornfeld has asked the City to designate a representative to the Technical Advisory Committee of the Valley Branch Watershed District.

b. Upcoming meetings:

1. Roseville Area Forum - January 30, 1992
2. Mayor Scheibel's State of the City Address - January 8, 1992
3. Mayors of Area - January 23, 1992
4. Maplewood HRA - January 15, 1992
5. Riverwood Conference - January 30 & 31, 1992

N. ADJOURNMENT OF MEETING

Meeting adjourned at 8:55 p.m.

Lucille E. Aurelius
City Clerk

**COUNCIL/MANAGER MEETING
OF THE
CITY COUNCIL OF THE CITY OF MAPLEWOOD**

**4:30 p.m., Monday, January 6, 1992
Maplewood Room, City Hall**

MINUTES

A. CALL TO ORDER

The Council/Manager meeting of the Maplewood City Council was held in the Maplewood Room, City Hall. The meeting was called to order by Mayor Bastian at 4:30 p.m.

B. ROLL CALL

Mayor Gary Bastian	Present
Councilperson Dale Carlson	Present
Councilperson Fran Juker	Present
Councilperson George Rossbach	Present
Councilperson Joseph Zappa	Present

Others Present:

City Manager Michael McGuire
Assistant City Manager Gretchen Maglich
Director of Public Safety Ken Collins

C. APPROVAL OF AGENDA

The following items were added to the agenda:

E. OTHER BUSINESS

1. Contract Negotiation Update
2. Fire Fighters Relief Association Update
3. Water Contract Update

Mayor Bastian moved that the agenda be approved as amended. The motion was seconded by Councilmember Zappa and unanimously approved.

Ayes: Bastian, Carlson, Juker, Rossbach, and Zappa

D. OLD BUSINESS

1. Police Study Update

City Manager McGuire and Director of Public Safety Collins presented an update on the Police Study. The status was given of each recommendation made by the

consultant who authored the study. It was the consensus of the Council that staff research how other cities provide paramedic services and compare Maplewood's police/paramedic costs and services to those other alternative methods; that the report should be updated by eliminating the items that have been completed; and that the Police Chief submit a written review to the City Manager by June 30, 1992 regarding the study.

Director of Public Safety Collins left the meeting at 6:05 p.m.

2. Charitable Gambling Report

Assistant City Manager Maglich and City Manager McGuire presented a report about Maplewood's charitable gambling ordinance. Mr. Gerald Mogren, a representative of the Lions, was present in the audience and requested that he be allowed to speak. Mayor Bastian moved that the Council's rules be suspended to allow public testimony to be taken during the Council/Manager meeting. The motion was seconded by Councilmember Juker. City Manager McGuire noted that other licensed organizations had also inquired about the meeting, and he informed them that public testimony was not taken during Council/Manager meetings. In addition, he told them that this item would be placed on a future regular City Council meeting agenda at which time, public testimony could be heard. Following further discussion, the motion was unanimously defeated.

Nays: Bastian, Carlson, Juker, Rossbach, and Zappa

It was the consensus of the Council to place this item on the January 27, 1992 Council meeting agenda for further discussion and action.

3. 1810 East County Road B

Following some discussion about the condition of the house at 1810 East County Road B and the costs associated with repairing it, it was the consensus of the Council to place this item on the January 27, 1992 agenda for action.

4. "Tell It To The City Manager" Update

There was no discussion about the update memorandum.

5. Ramsey County Local Government Services Study Commission Report

Discussion about this item was scheduled to take place later in the meeting at 6:30 p.m.

E. OTHER BUSINESS

1. Contract Negotiations Update

City Manager McGuire asked that the Council discuss this item after the pre-agenda meeting on Thursday, January 9, 1992. It was the consensus of the Council to schedule this item as recommended.

Due to the late hour, the City Council postponed discussion of the E.2. Fire Fighters Relief Association Update and E.3. Water Contract Update.

At 6:35 p.m. Mayor Bastian recessed the meeting to move to Conference Room A for discussion about D.5. Ramsey County Local Government Services Study Commission Report.

The meeting was reconvened at 6:45 p.m. in Conference Room A.

D. OLD BUSINESS

5. Ramsey County Local Government Services Study Commission Report

Following some discussion, it was the consensus of the City Council that staff would draft a letter to the Commission for the Mayor's signature which would state that the City of Maplewood supports changes in the delivery of public services only if the proposed changes meet the criteria stated in the Commission's mission statement - eliminate unnecessary duplication; seek cost effectiveness; or maintain service level and accountability.

F. FUTURE TOPICS

There was no discussion about future topics.

G. ADJOURNMENT

The meeting was adjourned at 7:18 p.m.

4. Time Extension: 2280 Stillwater Ave. (Beaver Lake Pre-School)

Approved a five-year time extension for the conditional use permit to operate a pre-school at 2280 Stillwater Avenue.

5. Budget Transfer: City Clerk - Postage

Approved a budget transfer of \$2,000.00 from the Sewer Fund Contingency Account to Account 601-305-000-4330.

6. Budget Transfer: City Clerk - Publishing

Approved a budget transfer of \$1,500.00 from the General Fund Contingency Account to Account 101-302-000-4360 to cover the cost of publishing legal notices.

G. PUBLIC HEARINGS

1.7:00 P.M. (7:15 P.M.), Code Change: Planning Fees (4 Votes - 2nd Reading)

a. Mayor Bastian convened the meeting for a public hearing regarding a change in planning fees.

b. Manager McGuire presented the staff report.

c. Mayor Bastian opened the public hearing, calling for proponents or opponents. No one appeared.

d. Mayor Bastian closed the public hearing.

e. Councilmember Rossbach introduced the following Ordinance and moved its adoption:

ORDINANCE 698

PLANNING FEES

Section 1. Section 36-26 of the Zoning Code of the City of Maplewood is hereby amended as follows:

Section 36-26. Fees. The following nonrefundable application fees shall be required:

Zone Change	\$ 285
Conditional Use Permit	185
Planned Unit Development	340
Comprehensive Plan Amendment	285
Variances:	
R-1	57
All other districts	85
Vacations	60
Lot Divisions	40 for each lot created
Preliminary Plat	340
Final Plat	57
Home Occupation Permit	53 for the initial permit and

22 for an annual renewal

Section 2. Section 36-258 of the sign code is amended as follows:

Section 36-258. Fees.

(1)A sign erection permit fee (except for billboards) shall be paid in accordance with the following schedule.

<u>Square Feet</u>	<u>Fee</u>
1 - 10	\$ 16
11 - 25	21
25 - 50	32
51 - 100	80
Over 100	145

(2)The fee for erection of billboards shall be \$14 for the first five square feet, plus \$.62 for each additional square foot.

(3)The annual license fee for billboards shall be \$270.

Section 3. This ordinance shall take effect on passage.

Seconded by Councilmember Zappa

Ayes -Mayor Bastian, Councilmembers
Juker, Rossbach, Zappa
Nays -Councilmember Carlson

H. AWARD OF BIDS

NONE

I. UNFINISHED BUSINESS

1.Hartman Homes

a.Manager McGuire presented the staff report.

b.Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. The following were heard:

Dave Evanson, representing Hartman Homes
Greg Brick, Probe Engineering, representing the developer
Marv Bullick, Edina Realty

c.Councilmember Rossbach moved to allow building permits to houses ready for construction in the development, using Class 5 base on a temporary basis and to have a deadline of June 1, 1992 to apply an asphalt surface. Staff to monitor the accessibility as weather conditions warrant.

Seconded by Mayor Bastian

b. Director of Public Works Haider presented the specifics of the report.

c. Councilmember Zappa moved to authorize the hiring of a Maintenance I Public Works person.

Seconded by Councilmember Rossbach Ayes -all

6. Gambling Application: P D A

a. Manager McGuire stated the applicant has withdrawn the request.

7. Gambling Application: Merrick

a. Manager McGuire presented 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. The following was heard:

Kevin Martinal, representing the applicant organization

d. Councilmember Zappa introduced the following Resolution and moved its adoption:

92 - 01 - 01

APPROVING CHARITABLE GAMBLING

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota: that the premises permit for lawful gambling is approved for Merrick Companies, Inc. to be located at Garrity's, 1696 White Bear Avenue.

FURTHERMORE, that the Maplewood City Council requests that the Gambling Control Division of the Minnesota Department of Gaming approve said permit application as being in compliance with Minn. Statutes No. 349.213.

FURTHERMORE, that the Maplewood City Council requests that the Gambling Control Division of the Minnesota Department of Gaming approve said permit application as being in compliance with Minn. Statutes No. 349.213.

NOW, THEREFORE, be it further resolved that this Resolution by the City Council of Maplewood, Minnesota, be forwarded to the Gambling Control Division for their approval.

Seconded by Councilmember Carlson

Ayes -all

10. Annual Designations and Appointments:

a. Manager McGuire presented the staff report.

b. Councilmember Zappa moved the following appointments for 1992:

1. City Attorney	Bannigan & Kelly
2. Prosecuting Attorney	Martin Costello (\$400/mo. increase)
3. Municipal Legislative Commission	Joseph Zappa Michael McGuire
4. Ramsey County League of Local Governments	George Rossbach; Alt. Joseph Zappa
5. Cable Commission	Gary Bastian; Alt. Gretchen Maglich Clifford McGinnis; Alt. Dale Carlson
6. N.E.S.T.	Dale Carlson George Rossbach
7. Suburban Rate Authority	Joseph Zappa; alt. Dan Faust
8. Official Newspaper	Maplewood Review
9. Valley Branch Watershed District Technical Advisory Committee	Tabled to 1-27-92
10. Acting Mayor	Dale Carlson
11. Chamber of Commerce	Dale Carlson; Alt. Geoff Olson
12. St. Paul Water Treatment Plant Advisor	George Rossbach Dale Carlson
13. Ramsey County Light-Rail Transit Committee	George Rossbach
14. Hazmat Committee	Fran Juker
15. Fire Study Committee	Fran Juker
16. The Partnership	Tabled to 1-27-92
Seconded by Mayor Bastian	Ayes - all

11. Commissions and Boards:

a. Manager McGuire presented the staff report.

b. Mayor Zappa moved the following appointments for 1992:

1. Planning Commission (3-year terms) Gary Gerke
Jack Frost
Mary Martin
Brian Sinn

2. Community Design Review Board (2-year terms)
Don Moe
Mike Holder
Marie Robinson

3. Human Relations Commission (3-year terms)
Pat Williamson
Dawn Vassar
Sister Claire Lynch

4. Civil Service Commission (3-year term)
Robert Dollerschell

5. Park and Recreation Commission (3-year term)
Cathy Tollefson
Bonnie Qualley
Mavis Hawkins

Seconded by Councilmember Rossbach Ayes -all

EA. PRESENTATIONS (Cont.)

1. HRC Appointment

a. Mayor Bastian moved to table this item until the meeting of January 27, 1992 or until such time as the applicant can attend a meeting.

Seconded by Councilmember Juker Ayes -all

J. NEW BUSINESS (Cont.)

12. Reconsideration: Cottages of Maplewood-West

a. Councilmember Rossbach moved to reconsider the Council's decision regarding the Cottages of Maplewood-West.

Seconded by Councilmember Juker

b. Mayor Bastian moved to table this item since it is now being discussed by the Community Design Review Board.

Seconded by Councilmember Carlson Ayes -all

No vote was taken on Councilmember Rossbach's motion as a motion to table takes precedence.

K. VISITOR PRESENTATIONS

1. Highway 494 Interchange

a. Ms. Kirsten Whitacre informed the Council of the State Highway Department discussion of the Highway 494 interchange. It is to be located in Woodbury along Century and would create increased traffic on the Maplewood side.

b. Councilmember Zappa moved to direct staff to prepare a report on the proposed 494 interchange and report back to Council.

Seconded by Councilmember Juker Ayes -all

L. COUNCIL PRESENTATIONS

1. Council Minutes

a. Councilmember Zappa stated he was disappointed that the balance of the 12-23-91 minutes were not in the packet and he hopes they will be presented in a timely fashion for 1992.

2. Maple Leaf Sculpture

a. Councilmember Rossbach stated donations had been received to cover the cost of the Maple Leaf Sculpture for the Council Chamber.

b. Councilmember Rossbach moved to order the Maple Leaf Sculpture.

Seconded by Councilmember Juker Ayes -all

3. Sloan Court

a. Councilmember Rossbach stated that he had been informed of residents concerns when he had gone door-to-door campaigning. One concern was that delivery trucks coming off of 35E to Roselawn turn on Sloan Avenue (which is residential) instead of Sloan Court.

b. Councilmember Rossbach moved to direct staff to investigate the Sloan Court problem and find a solution.

Seconded by Councilmember Juker Ayes -all

4. Mayor's Update

a. Mayor Bastian presented an update of future meetings.

M. ADMINISTRATIVE PRESENTATIONS

1. Meeting: Council and Planning Commission

a. Councilmember Zappa moved to extend the Thursday, January 23, 1992 pre-agenda meeting and meet with the Planning Commission from 5:30 p.m. to 6:30 p.m.

Seconded by Mayor Bastian

Ayes -all

2. Council/Manager Meeting

a. Mayor Bastian moved to establish a Council/Manager Meeting on Monday, February 3, 1992 from 4:30 p.m. to 6:30 p.m.

Seconded by Councilmember Carlson

Ayes -all

N. ADJOURNMENT OF MEETING

The meeting was adjourned at 10:14 p.m.

—
Lucille E. Aurelius
City Clerk

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: Finance Director *R. Trust*
RE: APPROVAL OF CLAIMS
DATE: January 20, 1992

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

It is recommended that the Council approve payment of the following claims:

ACCOUNTS PAYABLE:

\$ 485,208.91	Checks # 25104 thru # 25193 Dated 12-26-91 thru 1-15-92
<u>\$ 203,699.86</u>	Checks # 15901 thru # 16079 Dated 1-27-92
\$ 688,908.77	Total per attached voucher/check register

PAYROLL:

\$ 204,798.98	Payroll Checks #24790 thru #24810 and #24823 thru #24991 dated 1-10-92 and 1-17-92
<u>\$ 39,978.01</u>	Payroll Deduction checks #24811 thru #24818 and #24992 thru #25016 dated 1-10-92 and 1-17-92
\$ 244,776.99	Total Payroll
\$ 933,685.76	GRAND TOTAL

Attached is a detailed listing of these claims.

cah

Attachments

FINANCE/APPRCLMS.AGN

VOUCHREG
01/17/92 13:15

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 12

1991

VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
25104	541400	12/26/91	MINN. STATE TREASURER	LICENSE	2,527.50	2,527.50
25105	541400	12/26/91	MINN. STATE TREASURER	LICENSE	487.00	487.00
25106	541400	12/26/91	MINN. STATE TREASURER	LICENSE	8,100.50	8,100.50
25107	541400	12/26/91	MINN. STATE TREASURER	LICENSE	572.00	572.00
25108	900125	12/26/91	UNITED ARTIST THEATRE	FEES FOR SERVICE	105.00	105.00
25109	510600	12/26/91	MAPLEWOOD BOWL	FEES FOR SERVICE	135.36	135.36
25110	910200	12/26/91	VALS BODY SHOP	RPR & MAINT/VEHCILE	399.98	399.98
15901	010501	01/27/92	ABRA, INC.	REPAIR MAINT VEHICLE	140.00	140.00
15902	010510	01/27/92	ABRA AUTO BODY	ABRA AUTO BODY	1,125.40	1,125.40
15903	010575	01/27/92	ACE HARDWARE	SMALL TOOLS	28.67	
				SUPPLIES JANITORIAL	54.49	
				SMALL TOOLS	109.59	
				REPAIR & MAINT/EQUIPMENT	15.00	
				REPAIR & MAINT/BLDG & GROUNDS	47.83	
				SUPPLIES-JANITORIAL	11.74	
				SUPPLIES-JANITORIAL	32.77	
				SUPPLIES-JANITORIAL	33.25	
				SUPPLIES - JANITORIAL	117.83	
				SMALL TOOLS	13.28	464.45
15904	020400	01/27/92	AIR SIGNAL, INC.	CONTRACT PYMT	61.69	
				CONTRACT PYMT	12.50	74.19
15905	021520	01/27/92	AMERICAN TEST CENTER	RPR & MAINT/VEHCILE	1,000.00	1,000.00
15906	031100	01/27/92	APPEARANCE PLUS	REPAIR & MAINT/ VEHICLE	12.00	12.00
15907	040700	01/27/92	ARDEN SHOREVIEW HOSPITAL	CONTRACT PYMT	110.43	110.43
15908	042350	01/27/92	ASSOCIATION OF AMERICAN RRS	BOOKS	35.00	35.00
15909	061900	01/27/92	BATTERY TIRE WAREHOUSE	SUPPLIES-VEHCILE	138.00	
				SUPPLIES VEHICLE	35.46	173.46
15910	080900	01/27/92	BOARD OF WATER COMMISSIONERS	UTILITIES	16.49	
				UTILITIES	86.98	
					6.48	
				UTILITIES	12.12	
				UTILITIES	12.12	
				UTILITIES	23.62	
				UTILITIES	16.46	
				UTILITIES	35.00	

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 12

VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				UTILITIES	66.60	
				UTILITIES	23.62	
				UTILITIES	12.12	
				UTILITIES	12.12	
				UTILITIES	6.48	
				UTILITIES	42.48	372.69
15911	091450	01/27/92	BROWNING-FERRIS IND.	FEES FOR SERVICE	120.68	120.68
15912	091475	01/27/92	BRUNSON INSTRUMENT CO.	BOOKS	16.00	16.00
15913	110487	01/27/92	THERESE CARLSON	TRAVEL & TRAINING	148.45	148.45
15914	120320	01/27/92	CELLULAR ONE	EQUIP-OTHER	624.00	624.00
15915	120325	01/27/92	CELLULAR ONE	TELEPHONE	12.23	
				TELEPHONE	32.05	
				TELEPHONE	5.07	49.35
15916	150175	01/27/92	COLLINS ELECTRICAL CONST.	REPAIR MAINT-EQUIPMENT	112.80	112.80
15917	150200	01/27/92	COLLINS, KENNETH V.	TRAVEL & TRAINING	274.51	274.51
15918	151350	01/27/92	COMPUADD CORPORATION	SUPPLIES-EQUIPMENT	11.71	
				EQUIPMENT OFFICE	224.42	236.13
15919	181857	01/27/92	DAVIS LOCK & SAFE	SUPPLIES-VEHICLE	10.00	
				SUPPLIES-VEHICLE	13.92	
				SUPPLIES-EQUIPMENT	26.60	30.52
15920	200850	01/27/92	DISPUTE RESOLUTION CENTER	MEMBERSHIP	500.00	500.00
15921	230225	01/27/92	E.K.QUEHL	E.K. QUEHL	1,479.13	1,479.13
15922	230500	01/27/92	EAST COUNTY LINE FIRE DEPT.	TRAVEL & TRAINING	5,040.00	5,040.00
15923	231650	01/27/92	EGGHEAD DISCOUNT SOFTWARE	SUPPLIES-EQUIPMENT	80.00	
				SUPPLIES-OFFICE	148.00	
				SUPPLIES-OFFICE	159.00	387.00
15924	300500	01/27/92	G & K SERVICES	UNIFORMS & CLOTHING	286.70	
				UNIFORMS & CLOTHING	95.00	
				UNIFORMS & CLOTHING	178.60	
				UNIFORMS & CLOTHING	21.89	
				UNIFORMS & CLOTHING	77.61	
				UNIFORMS & CLOTHING	243.15	902.95
15925	300600	01/27/92	G.A.B. BUSINESS SERVICE	JUDGEMENTS & LOSSES	1,592.42	1,592.42
15926	302100	01/27/92	GENUINE PARTS COMPANY	SUPPLIES-VEHICLE	4.20	
				SUPPLIES VEHICLE	14.57	18.77

VOUCHREG
01/17/92 13:15

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 12

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
15927	302580	01/27/92	GLADSTONE FIRE DEPT.	TRAVEL & TRAINING	2,520.00	2,520.00
15928	310300	01/27/92	GOODYEAR TIRE COMPANY	REPAIR MAINT VEHICLE	123.92	123.92
15929	310400	01/27/92	GOODYEAR TIRE COMPANY	REPAIR & MAINT/VEHICLE	106.82	
				REPAIR MAINT VEHICLE	106.82	
				REPAIR MAINT VEHICLE	106.82	
				REPAIR MAINT VEHICLE	106.82	427.28
15930	310850	01/27/92	GOVERNMENT TRAINING SERVICE	GOVT. TRAINING SERVICE	606.00	606.00
15931	320525	01/27/92	GRUBER'S POWER EQUIPMENT	SUPPLIES-EQUIPMENT	130.93	
				REPAIR SNOW BLOWER	81.49	212.42
15932	341500	01/27/92	HENNEPIN TECHNICAL COLLEGE	TRAVEL & TRAINING	4,380.00	4,380.00
15933	351300	01/27/92	HORSNELL, JUDITH	VEHICLE ALLOWANCE	23.71	23.71
15934	370075	01/27/92	HUDSON MAP COMPANY	PROGRAM SUPPLIES	74.75	
				PROGRAM SUPPLIES	199.95	274.70
15935	390100	01/27/92	INDEPENDENT SCHOOL DIST. #622	PROPERTY RENTAL	714.29	
				CONTRACT PYMT	581.40	1,295.69
15936	391850	01/27/92	INTERSTATE DETROIT DIESEL	SUPPLIES-VEHICLE	543.15	543.15
15937	400800	01/27/92	JAHN, DAVID	VEHICLE ALLOWANCE	4.42	4.42
15938	410250	01/27/92	K MART	PROGRAM SUPPLIES	31.94	31.94
15939	410441	01/27/92	KELLY TEMPORARY SERVICES	CONTRACT PYMT	220.32	
				CONTRACT PYMT	110.16	330.48
15940	430800	01/27/92	KOKESH ATHLETIC	PROGRAM SUPPLIES	39.92	
				KOKESH	325.06	
				PROGRAM SUPPLIES	27.61	
				PROGRAM SUPPLIES	20.95	
				PROGRAM SUPPLIES	109.50	481.14
15941	450200	01/27/92	LABOR RELATIONS ASSOCIATES, IN	CONTRACT PYM.	373.75	373.75
15942	470700	01/27/92	LILLIE SUBURBAN NEWSPAPERS	PUBLISHING	83.20	83.20
15943	480500	01/27/92	LOFGREN, JOHN R.	VEHICLE ALLOWANCE	15.34	
				VEHICLE ALLOWANCE	38.48	
				VEHICLE ALLOWANCE	41.60	95.42
15944	501225	01/27/92	MAC QUEEN EQUIPMENT	SUPPLIES-VEHICLE	1,154.00	1,154.00
15945	501505	01/27/92	MAGLICH, GREYCHEN B.	VEHICLE ALLOWANCE	22.88	
				SUPPLIES	1.69	

VOUCHREG
01/17/92 13:15

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 12

VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				TRAVEL & TRAINING	23.25	47.82
15946	510600	01/27/92	MAPLEWOOD BOWL	PROGRAMS YOUTH	48.00	48.00
15947	511600	01/27/92	MASYS CORP	EQUIPMENT-OFFICE	69,000.00	69,000.00
15948	530560	01/27/92	MERIT CHEVROLET	SUPPLIES VEHICLE	38.50	38.50
15949	531300	01/27/92	METRO INSPECTION SERVICE	FEES FOR SERVICE	3,885.49	3,885.49
15950	540050	01/27/92	MICRO MANAGEMENT SYSTEMS INC.	FEES FOR SERVICE	647.56	647.56
15951	540070	01/27/92	MID-AMERICA BUSINESS SYSTEMS	MID-AMERICA BUSINESS SYSTEM	3,634.34	3,634.34
15952	540270	01/27/92	MIDWEST BUSINESS PRODUCTS	SUPPLIES-OFFICE	36.56	36.56
15953	570050	01/27/92	MOBILE EMERGENCY SYSTEMS, INC.	REPAIR & MAINT/VEHICLE REPAIR MAINT EQUIPMENT REPAIR MAINT RADIO	400.85 40.00 20.00	460.85
15954	580300	01/27/92	MPLS. STAR & TRIBUNE	CONTRACT PYMT	67.60	67.60
15955	640550	01/27/92	NELSON, JEAN	VEHICLE ALLOWANCE	19.71	19.71
15956	661750	01/27/92	NORTHERN STATES POWER	UTILITIES	2.91	
				UTILITIES	2.91	
				UTILITIES	2.91	
				UTILITIES	4.13	
				UTILITIES	2.91	
				UTILITIES	70.64	
				UTILITIES	140.21	
				UTILITIES	7.06	
				UTILITIES	93.11	
				UTILITIES	21.30	
				UTILITIES	438.26	
				UTILITIES	666.48	
				UTILITIES	172.85	
				UTILITIES	6.63	
				UTILITIES	6.99	
				UTILITIES	6.99	
				UTILITIES	6.99	
				UTILITIES	24.84	
				UTILITIES	62.53	
				UTILITIES	169.82	
				UTILITIES	197.49	
				UTILITIES	112.56	
				UTILITIES	162.02	
				UTILITIES	104.70	
				UTILITIES	15.66	2,503.10
15957	661755	01/27/92	NORTHERN STATES POWER	UTILITIEL	702.64	

VOUCHREG
01/17/92 13:15

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 12

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VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				UTILITIES	7,300.93	8,003.57
15258	661775	01/27/92	NORTHERN STATES TOWER	UTILITIES	4.13	
				UTILITIES	2.91	
				UTILITIES	4.13	
				UTILITIES	2.91	
				UTILITIES	2.91	
				UTILITIES	2.91	
				UTILITIES	5,327.97	
				UTILITIES	155.03	
				UTILITIES	234.09	
				UTILITIES	1,819.98	
				UTILITIES	358.34	
				UTILITIES	872.62	
				UTILITIES	7.65	
				UTILITIES	133.72	
				UTILITIES	27.64	
				UTILITIES	224.72	
				UTILITIES	16.93	
				UTILITIES	15.64	
				UTILITIES	7.89	
				UTILITIES	15.64	
				UTILITIES	6.99	
				UTILITIES	134.69	
				UTILITIES	6.64	
				UTILITIES	138.50	
				UTILITIES	175.60	
				UTILITIES	21.28	
				UTILITIES	6.64	
				UTILITIES	6.64	
				UTILITIES	.00	
				UTILITIES	105.54	
				UTILITIES	103.22	
				UTILITIES	149.21	
				UTILITIES	80.60	
				UTILITIES	87.84	
				UTILITIES	70.08	
				UTILITIES	152.67	
				UTILITIES	17.46	
				UTILITIES	40.17	
				UTILITIES	113.23	
				UTILITIES	115.82	
				UTILITIES	80.75	
				UTILITIES	110.46	
				UTILITIES	136.10	
				UTILITIES	122.32	
				UTILITIES	111.20	
				UTILITIES	98.84	
				UTILITIES	67.06	
				UTILITIES	145.39	
				UTILITIES	121.71	

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CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
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VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				UTILITIES	139.74	11,904.85
15959	670500	01/27/92	NUTESON, LAVERNE	TRAVEL TRAINING	7.00	7.00
15960	680600	01/27/92	OCTOPUS CAR WASH	MAINT	7.50	
				MAINT	157.50	
				MAINT	60.00	
				MAINT	30.00	
				MAINT	7.50	
				MAINT	7.50	
				MAINT	7.50	277.50
15961	690400	01/27/92	OLSON, GEOFF	TRAVEL TRAINING	15.47	
				VEHICLE ALLOWANCE	40.56	56.03
15962	692500	01/27/92	OWENS SERVICE	CHEMICALS	116.37	116.37
15963	701100	01/27/92	PARKSIDE FIRE DEPT.	TRAVEL & TRAINING	1,008.00	1,008.00
15964	740550	01/27/92	R.M. COTTON CO.	SUPPLIES EQUIPMENT	60.10	60.10
15965	741555	01/27/92	RAMSEY COUNTY PTAC	TRAVEL TRAINING	2,080.00	2,080.00
15966	761200	01/27/92	ROAD RESCUE	SUPPLIES-VEHICLE	39.00	
				SUPPLIES-EQUIPMENT	40.50	
				EQUIPMENT	1,071.60	
				EQUIP-OTHER	2,040.00	3,191.10
15967	770700	01/27/92	RYAN, MICHAEL	UNIFORMS	290.80	290.80
15968	770900	01/27/92	RYDER TRANSPORTATION	OUTSIDE RENTAL-EQUIPMENT	148.00	
				OUTSIDE RENTAL-EQUIPMENT	98.00	246.00
15969	780100	01/27/92	S&D LOCK & SAFE	SUPPLIES-EQUIP	180.00	180.00
15970	780150	01/27/92	S & S AUTO	REPAIR MAINT VEHICLE	145.00	145.00
15971	780200	01/27/92	S&S CRAFTS	PROGRAM SUPPLIES	84.30	84.30
15972	800050	01/27/92	SEALE, LUCY	PROGRAM REGISTRATION	20.00	20.00
15973	800075	01/27/92	SEARS	SUPPLIES-EQUIPMENT	39.36	
				SUPPLIES EQUIPMENT	8.99	
				SMALL TOOLS	40.98	89.33
15974	820602	01/27/92	SNAP-ON TOOLS	SMALL TOOLS	172.05	
				SMALL TOOLS	154.70	
				SMALL TOOLS	148.50	475.25
15975	831505	01/27/92	SPECIALTY RADIO SERVICES	REPAIR MAINT/RADIO	141.00	
				RREPAIR & MAINT/RADIO	129.25	270.25

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CITY OF MAPLEWOOD
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FOR PERIOD 12

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
15976	831600	01/27/92	SPS OFFICE PRODUCTS	SUPPLIES OFFICE	211.50-	
				EQUIP-OFFICE	295.00	
				SUPPLIES OFFICE	32.55-	
				SUPPLIES OFFICE	7.00	
				SUPPLIES-OFFICE	61.52	
				SUPPLIES-OFFICE	61.38	
				SUPPLIES	7.70	
				SUPPLIES OFFICE	65.95	
				SUPPLIES OFFICE	3.21	
				SUPPLIES EQUIPMENT	25.42	
				SUPPLIES OFFICE	25.86	
				SUPPLIES OFFICE	126.63	
				SUPPLIES-EQUIP	32.62	
				SUPPLIES-OFFICE	30.92	
				SUPPLIES-OFFICE	31.22	
				SUPPLIES-OFFICE	23.59	
				SUPPLIES-OFFICE	26.63	573.60
15977	840300	01/27/92	ST.PAUL BOOK & STATION	PROGRAM SUPPLIES	3.62	
				SUPPLIES - EQUIPMENT	17.47	
				SUPPLIES-OFFICE	52.22	
				SUPPLIES-OFFICE	32.43	
				PROGRAM SUPPLIES	5.69	
				PROGRAM SUPPLIES	123.67	
				SUPPLIES - OFFICE	15.72	
				SUPPLIES - OFFICE	45.90	
				SUPPLIES - OFFICE	44.88-	258.91
15978	843537	01/27/92	STRATUS COMPUTER, INC.	REPAIRS MTNCE EQUIP.	1,482.00	1,482.00
15979	843575	01/27/92	STREICHERS GUNS	SUPPLIES-VEHICLE	199.00	
				SUPPLIES-RANGE	3,173.50	
				SUPPLIES VEHICLE	172.90	3,545.40
15980	850699	01/27/92	SVENDSEN,R.L.	UNIFORMS	199.00	199.00
15981	860100	01/27/92	T.J. AUTO PARTS	SUPPLIES VEHICLE	21.76	21.76
15982	860305	01/27/92	T.J.I. - SHIRTS	PROGRAM SUPPLIES	179.50	
				PROGRAM SUPPLIES	30.00	209.50
15983	860320	01/27/92	T.R.F. SUPPLY CO.	REPAIR & MAINT/BLDG & GROUNDS	80.00	80.00
15984	860650	01/27/92	TARGET STORES-CPC, A/R	SUPPLIES-OFFICE	52.04	52.04
15985	862100	01/27/92	THANE HANKINS POLAR CHEV.	REPAIR&MAINT/VEHICLE	15.60	15.60
15986	871800	01/27/92	TOWER ASPHALT	MAINTENANCE	181.50	181.50
15987	880150	01/27/92	TRANSFIGURATION CHURCH	PROPERTY RENTAL	100.00	100.00

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
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VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
15988	880675	01/27/92	TROPHIES UNLIMITED	IGNS SIGNALS PROGRAM SUPPLIES	135.00 90.00	225.00
15989	880750	01/27/92	TROY CHEMICAL INDUSTRIES	SUPPLIES-JANITORIAL	64.20	64.20
15990	881500	01/27/92	TWIN CITY FILTER SERVICE	SUPPLIES EQUIPMENT	84.71	84.71
15991	900100	01/27/92	UNIFORMS UNLIMITED	UNIFORMS UNIFORMS UNIFORMS & CLOTHING UNIFORMS & CLOTHING	105.05 42.41 55.75 89.86	300.07
15992	900600	01/27/92	UNIVERSAL MEDICAL	SUPPLIES-EQUIPMENT	58.50	58.50
15993	910500	01/27/92	VASKO RUBBISH REMOVAL	CONTRACT PYMT DEC CONTRACT	322.05 226.93	548.98
15994	911500	01/27/92	VIKING INDUSTRIAL CENTER	SUPPLIES-EQUIPMENT	46.80	46.80
15995	912100	01/27/92	VIRTUE PRINTING	VIRTUE PRINTING SUPPLIES-OFFICE SUPPLIES-OFFICE SUPPLIES-OFFICE	369.02 35.70 35.70 71.39	511.81
15996	940700	01/27/92	WESCO	REPAIR MAINT BLDG.	139.50	139.50
15997	960450	01/27/92	XEROX CORPORATION	REPAIR & MAINT/EQUIP REPAIR & MAINT/EQUIP REPAIR & MAINT/EQUIP REPAIR & MAINT/EQUIP REPAIR & MAINT/EQUIP REPAIR & MAINT/EQUIP	28.57 57.94 32.04 71.82 18.69 57.94	267.00
15998	970175	01/27/92	YARD MASTERS LAWN&LANDSCAPING	COMM DEV MISC.	356.00	356.00
15999	970700	01/27/92	YOCUM OIL CO.	YOCUM OIL FUEL OIL	6,037.50 4,921.00	10,958.50
TOTAL CHECKS						169,504.25

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CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
25134	120325	01/02/92	CELLULAR ONE	TELEPHONE	46.82	46.82
25135	450110	01/02/92	L.M.C.I.T.	WORKERS COMPENSATION	35,010.50	35,010.50
25136	541400	01/02/92	MINN. STATE TREASURER	MOTOR VEH LIC.	21,963.50	21,963.50
25137	541400	01/02/92	MINN. STATE TREASURER	STATE DRIVERS LIC.	950.00	950.00
25138	110483	01/02/92	CARSON PIRIE SCOTT	REFUND FALSE ALARM	25.00	25.00
25139	831540	01/03/92	SPORTSMENS LODGE HOTEL	TRAVEL TRAINING	1,053.00	1,053.00
25140	340100	01/03/92	HEINZ, STEPHEN	TRAVEL TRAINING	325.00	325.00
25141	530300	01/03/92	MELANDER, JON	TRAVEL TRAINING	325.00	325.00
25142	010466	01/03/92	A.T. & T. COMMUNICATIONS	TELEPHONE TELEPHONE	290.86 35.27	326.13
25143	541400	01/03/92	MINN. STATE TREASURER	MOTOR VEH LIC.	13,655.50	13,655.50
25144	541400	01/03/92	MINN. STATE TREASURER	STATE DRIVERS LIC.	745.00	745.00
25145	190400	01/03/92	DEPT. OF NATURAL RESOURCES	DNR LICENSE	667.00	667.00
25146	190400	01/03/92	DEPT. OF NATURAL RESOURCES	DNR LICENSE	103.00	103.00
25147	900825	01/03/92	UNIVERSITY OF MINNESOTA	TRAVEL TRAINING	210.00	210.00
25148	511525	01/03/92	MARVIN ANDERSON CONSTRUCTION	REFUND	31.52	31.52
25149	790100	01/03/92	SCHINDELDECKER, JIM	HCMA DEDUCTION	43.83	43.83
25150	722200	01/03/92	PUBLIC EMPLOYEE	PERA DEDUCTION PBL. DUE TO OTHER GOVT.	11,434.18 14,818.93	26,253.11
25151	341706	01/06/92	HERITAGE BANK	F.I.C.A. PBL. FED INC. TAX FICA CONTRI.	9,214.06 22,404.21 9,214.06	40,832.33
25152	541400	01/06/92	MINN. STATE TREASURER	MOTOR VEHICLE	13,844.00	13,844.00
25153	541400	01/06/92	MINN. STATE TREASURER	STATE DRIVERS LIC.	798.00	798.00
25154	560100	01/06/92	MN STATE COMMISSIONER	STATE INCOME TAX	9,191.98	9,191.98
25155	341706	01/06/92	HERITAGE BANK	WAGE DEDUCTION	437.50	437.50
25156	320500	01/06/92	GROUP HEALTH INC.	HCMA DEDUCTION HLTH LIFE DENTAL A/R INS.	2,867.76 11,245.44 622.85	14,736.07

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CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
25157	530100	01/06/92	MEDICA CHOICE	HCMA DEDUCTION	2,094.14	
				PHP INS DEDUCT	153.52	
				HLTH LIFE DENTAL	15,818.46	
				A/R INS.	532.07	18,598.19
25158	551100	01/06/92	MN MUTUAL LIFE INSURANCE	HCMA DEDUCTION	333.78	
				LIFE INS.	400.87	
				HLTH LIFE DENTAL	910.89	
				A/R/ INS	6.63	1,652.17
25159	501400	01/07/92	MADISON NATIONAL LIFE	MONTHLY PREMIUM	1,688.92	1,688.92
25160	180100	01/07/92	D.C.A., INC.	CONTRACT PYMT	264.50	264.50
25161	420700	01/07/92	KLINE BROTHERS EXCAVATING	CONTRACT PYMT	3,000.00	3,000.00
25162	500650	01/07/92	M.R.P.A.	CONTRACT PYMT	770.00	770.00
25163	541400	01/07/92	MINN. STATE TREASURER	MOTOR VEH LIC FEES	11,398.72	11,398.72
25164	541400	01/07/92	MINN. STATE TREASURER	STATE DRIVERS LIC FEES	877.00	877.00
25165	310850	01/07/92	GOVERNMENT TRAINING SERVICE	TRAVEL & TRAINING	150.00	150.00
25166	530100	01/08/92	MEDICA CHOICE	MONTHLY PREMIUM	338.54	338.54
25167	720600	01/08/92	POSTMASTER	POSTAGE	7,000.00	7,000.00
25168	330100	01/08/92	HAFNER'S RESTAURANT	CONTRACT PYMT	127.50	127.50
25169	541400	01/08/92	MINN. STATE TREASURER	MOTOR VEH LIC FEES	12,331.50	12,331.50
25170	541400	01/08/92	MINN. STATE TREASURER	STATE DRIVERS LIC FEES	842.50	842.50
25171	140400	01/09/92	CLERK OF DISTRICT COURT	COUNTY FILING FEES	196.00	196.00
25172	531650	01/09/92	METRO WASTE CONTROL COMMISSN	SEWAGE TREATMENT	161,811.00	161,811.00
25173	541400	01/09/92	MINN. STATE TREASURER	MOTOR VEH LIC FEES	12,596.75	12,596.75
25174	541400	01/09/92	MINN. STATE TREASURER	STATE DRIVERS LIC FEES	280.50	280.50
25175	080900	01/10/92	BOARD OF WATER COMMISSIONERS	CONTRACT JPYM.	125.00	125.00
25176	080900	01/10/92	BOARD OF WATER COMMISSIONERS	UTILITIES	90.43	90.43
25177	551500	01/10/92	MN POLLUTION CONTROL	TRAINING	210.00	210.00
25178	190400	01/10/92	DEPT. OF NATURAL RESOURCES	DNR LICENSE	491.00	491.00
25179	190400	01/10/92	DEPT. OF NATURAL RESOURCES	DNR TITLES	58.00	58.00

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CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
25180	541400	01/10/92	MINN. STATE TREASURER	STATE LICENSE	921.50	921.50
25181	541400	01/10/92	MINN. STATE TREASURER	STATE DRIVERS LIC.	13,223.10	13,223.10
25182	750604	01/13/92	REGIONAL TRANSIT BOARD	TRAVEL & TRAINING	10.00	10.00
25183	151830	01/13/92	CONSTRUCTION CENTER, INC.	LAND PURCHASE	7,000.00	7,000.00
25184	541400	01/13/92	MINN. STATE TREASURER	REPORT #133	17,416.46	17,416.46
25185	541400	01/13/92	MINN. STATE TREASURER	REPORT #133	666.50	666.50
25186	260400	01/14/92	FAUST, DANIEL	ACCTS PAYABLE	128.99	
				ACCTS PAYABLE	14.75	
				PROGRAM SUPPLIES	14.38	
				MISC COMMODITIES	2.52	
				SUPPLIES-EQUIP	3.60	
				TRAVEL & TRAINING	5.00	169.24
25187	541400	01/14/92	MINN. STATE TREASURER	LICENSE	7,100.71	7,100.71
25188	541400	01/14/92	MINN. STATE TREASURER	LICENSE	639.00	639.00
25189	542110	01/15/92	MINNESOTA CRIME PREVENTION	TRAVEL & TRAINING	50.00	50.00
25191	541400	01/15/92	MINN. STATE TREASURER	LICENSE	8,167.05	8,167.05
25192	541400	01/15/92	MINN. STATE TREASURER	LICENSE	591.00	591.00
25193	900825	01/15/92	UNIVERSITY OF MINNESOTA	TRAVEL & TRAINING	195.00	
				TRAVEL & TRAINING	65.00	
				TRAVEL & TRAINING	65.00	
				TRAVEL & TRAINING	65.00	
				TRAVEL & TRAINING	65.00	455.00
16002	020400	01/27/92	AIR SIGNAL, INC.	CONTRACT PYMT.	61.50	
				CONTRACT PYMT	4.29	
				CONTRACT PYMT	15.21	
				CONTRACT PYMT	6.00	87.00
16003	020883	01/27/92	ALPHA COMPUTERS, INC.	RPR & MAINT/EQUIP	960.00	960.00
16004	021600	01/27/92	AMERICAN WATER WORKS	MEMBERSHIP	65.00	65.00
16005	042503	01/27/92	ASSOCIATION OF METRO	MEMBERSHIP	5,745.00	5,745.00
16006	042550	01/27/92	ASSOC. OF MN EMERGENCY MGRS.	RENEWAL	20.00	20.00
16007	061000	01/27/92	BANICK, JOHN	DENTAL INSURANCE REFUND	56.36	56.36
16008	070200	01/27/92	BECKER, RONALD	DENTAL INSURANCE REFUND	56.36	56.36

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CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
16009	070800	01/27/92	BERGERON, JOSEPH	DENTAL INSURANCE REFUND	56.36	56.36
16010	080900	01/27/92	BOARD OF WATER COMMISSIONERS	UTILITIES UTILITIES	35.00 140.00	175.00
16011	081157	01/27/92	BONADIMAN ENGINEERS INC	RPR & MAINT/EQUIP	1,500.00	1,500.00
16012	081210	01/27/92	BOWMAN, RICK	DENTAL INSURANCE REFUND	56.36	56.36
16013	101400	01/27/92	BUILDERS SQUARE	SUPPLIES-EQUIPMENT SUPPLIES-VEHICLE	49.00 23.17	72.17
16014	110850	01/27/92	CATCO	SUPPLIES-VEHICLE SUPPLIES-VEHICLE	101.35 65.50	166.85
16015	131100	01/27/92	CHIPPEWA SPRINGS	CONTRACT PYMT	109.40	109.40
16016	151350	01/27/92	COMPUADD CORPORATION	SUPPLIES - EQUIPMENT	37.90	37.90
16017	180110	01/27/92	D.C.A.	CONTRACT PYMT	1,979.55	1,979.55
16018	180900	01/27/92	DALEY, PAT	CONTRACT PYMT	2,212.00	2,212.00
16019	231525	01/27/92	EDEN SYSTEMS, INC.	RPR & MAINT/EQUIP	9,975.00	9,975.00
16020	260286	01/27/92	FAMILY SERVICE	CONTRACT PYMT	12,500.00	12,500.00
16021	260765	01/27/92	FIRE MARSHALL'S ASSN OF MINN.	MEMBERSHIP	70.00	70.00
16022	290080	01/27/92	FRASER, JOHN	DENTAL INSURANCE REFUND	56.36	56.36
16023	300700	01/27/92	GASB ORDER DEPT	BOOKS	20.00	20.00
16024	302435	01/27/92	GERMAIN, DAVID	DENTAL INSURANCE REFUND	28.18	28.18
16025	302900	01/27/92	GLENWOOD INGLEWOOD	CONTRACT PYMT	52.20	52.20
16026	310400	01/27/92	GOODYEAR TIRE COMPANY	REPAIR & MAINT/VEHICLE	106.82	106.82
16027	320250	01/27/92	GRAF, DAVID	DENTAL INSURANCE REFUND	56.36	56.36
16028	340100	01/27/92	HEINZ, STEPHEN	DENTAL INSURANCE REFUND	56.36	56.36
16029	341700	01/27/92	HERBERT, MICHAEL J.	DENTAL INSURANCE REFUND	56.36	56.36
16030	350875	01/27/92	HOFFMAN CORNER OIL	PYMT PYMT	559.50 21.25	580.75
16031	391525	01/27/92	INTERNATIONAL FIRE CODE INST.,	MEMBERSHIP	30.00	30.00
16032	391690	01/27/92	INTL.SOCIETY OF CRIME PREV.	MEMBERSHIP	35.00	35.00

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CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
16033	410265	01/27/92	KARIS, FLINT	DENTAL INSURANCE REFUND	56.36	56.36
16034	420150	01/27/92	KINKO'S COPIES	KINKO'S	473.65	473.65
16035	451405	01/27/92	LANG, RICHARD	DENTAL INSURANCE REFUND	56.36	56.36
16036	460520	01/27/92	LEAGUE OF MN CITIES	1992 DIRECTORY	79.50	79.50
16037	480499	01/27/92	LOFGREN, DELORES	REFUND	36.00	36.00
16038	500650	01/27/92	M.R.P.A.	MEMBERSHIP	385.00	
				MEMBERSHIP	156.00	
				MEMBERSHIP	78.00	
				MEMBERSHIP	78.00	697.00
16039	511500	01/27/92	MARUSKA, MARK	SHOES	20.00	20.00
16040	511600	01/27/92	MASYS CORP	REPAIRS & MAINT/EQUIPMENT	1,265.00	1,265.00
16041	530110	01/27/92	MEEHAN, JAMES	DENTAL INSURANCE REFUND	56.36	56.36
16042	530300	01/27/92	MELANDER, JON	DENTAL INSUR EFUND	366.34	366.34
16043	542310	01/27/92	MINNESOTA ORNITHOLOGICAL UNIV.	MEMBERSHIP	15.00	15.00
16044	542530	01/27/92	MINNESOTA STATE FIRE	SUBSCRIPTIONS & MEMBERSHIP'S	210.00	210.00
16045	542575	01/27/92	MINNESOTA TWINS	FEES FOR SERVICE	473.00	473.00
16046	550677	01/27/92	MN MYCOLOGICAL SOCIETY	MEMBERSHIP	4.00	4.00
16047	551300	01/27/92	MN PARK SUPERVISORS ASSOC.	MEMBERSHIP	15.00	15.00
16048	560600	01/27/92	MN STREET SUPT. ASSOCIATION	MEMBERSHIP	25.00	
				1992 DUES	25.00	50.00
16049	561100	01/27/92	MN WASTEWATER OPERATORS ASSOC.	MEMBERSHIP	10.00	10.00
16050	570080	01/27/92	MOESCHTER, RICHARD	DENTAL INSURANCE REFUND	56.36	56.36
16051	570140	01/27/92	MORELLI, RAY	DENTAL INSURANCE REFUND	56.36	56.36
16052	610030	01/27/92	MULCAHY, HELEN	REFUND-PROG REGIST FEES	40.00	40.00
16053	630036	01/27/92	NLC CONF. REGISTRATION CENTER	TRAINING	75.00	75.00
16054	630910	01/27/92	NATIONWIDE ADVERTISING SERV.	PUBLISHING	126.00	126.00
16055	630935	01/27/92	NCR	SOFTWARE	65.00	
				OP SOFTWARE	65.00	130.00

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16056	650915	01/27/92	ROBERT G. NOBLE	CONTRACT PYMT	175.00	175.00
16057	660070	01/27/92	N. AMERICAN MYCOLOGICAL ASSOC	MEMBERSHIP	12.00	12.00
16058	660275	01/27/92	NO.ST.PAUL-MAPLEWOOD ROTARY	SUBSCRIPTIONS & MEMBERSHIPS	100.00	100.00
16059	661525	01/27/92	NORTHERN FRAMES	FRAMES	44.50	44.50
16060	662100	01/27/92	NORTHWEST CHAPTER	MEMBERSHIP	20.00	20.00
16061	700735	01/27/92	PALMA, STEVEN T	DENTAL INSURANCE REFUND	56.36	56.36
16062	711346	01/27/92	PETERSON, LYDIA	REFUND-PROG REGIST FEES	19.00	19.00
16063	720600	01/27/92	POSTMASTER	POSTAGE	3,000.00	3,000.00
16064	741200	01/27/92	RAINBOW FOODS	PROGRAM SUPPLIES	32.47	32.47
16065	780300	01/27/92	S&T OFFICE PRODUCTS INC.	SUPPLIES-OFFICE	117.86	117.86
16066	841700	01/27/92	STAFNE, GREGORY	DENTAL INSURANCE REFUND	56.36	56.36
16067	843200	01/27/92	STEFFEN, SCOTT	DENTAL INSURANCE REFUND	56.36	56.36
16068	843400	01/27/92	STILL, VERNON T.	DENTAL INSURANCE REFUND	56.36	56.36
16069	843575	01/27/92	STREICHERS GUNS	DASH LIGHT	73.40	73.40
16070	851575	01/27/92	SYSTEMS SUPPLY, INC.	SUPPLIES-OFFICE SUPPLIES-OFFICE SUPPLIES-OFFICE	182.60 331.90 4.39	518.89
16071	860040	01/27/92	T & C CARPET CLEANING	CONTRACT PYMT	490.00	490.00
16072	860100	01/27/92	T.J. AUTO PARTS	SUPPLIES-VEHICLE	44.27	44.27
16073	862650	01/27/92	THOMALLA, DAVID	DENTAL INSURANCE REFUND	56.36	56.36
16074	880550	01/27/92	TRI-COUNTY LAW ENFORCEMENT	1992 DUES	45.00	45.00
16075	881320	01/27/92	TWIN CITIES TRANSPORT AND	TOW SQUAD	20.00	20.00
16076	881500	01/27/92	TWIN CITY FILTER SERVICE	SUPPLIES - EQUIPMENT	45.82	45.82
16077	940700	01/27/92	WESCO	TRAFFIC SIGNAL LAMP	23.95	23.95
16078	941330	01/27/92	R. B. WHITACRE & CO. INC	SUPPLIES-EQUIP	48.00	48.00
16079	941400	01/27/92	WHITE BEAR AVE. BUSINESS ASSN	MEMBERSHIP	65.00	65.00

TOTAL CHECKS

519,404.52

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
 FOR THE CURRENT PAY PERIOD

0001

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024790	01/10/92	GERALD W MEYER	322.40
0024791	01/10/92	BRYAN NAGEL	295.78
0024792	01/10/92	DAVID P LUTZ	310.54
0024793	01/10/92	HENRY F KLAUSING	322.40
0024794	01/10/92	JOHN SCHMDOCK	304.72
0024795	01/10/92	RONALD J HELEY	316.58
0024796	01/10/92	ERICK D OSWALD	304.72
0024797	01/10/92	RONALD L FREBERG	316.58
0024798	01/10/92	ROBERT S ANDERSON	304.72
0024799	01/10/92	DENNIS P LINDORFF	310.54
0024800	01/10/92	WILLIAM GARRY	295.78
0024801	01/10/92	ROLAND B HELEY	316.58
0024802	01/10/92	JAMES SCHINDELDECKER	295.78
0024803	01/10/92	MYLES R BURKE	322.40
0024804	01/10/92	EDWARD A NADEAU	321.98
0024805	01/10/92	GEORGE W MULWEE	315.95
0024806	01/10/92	ROGER W BREHEIM	315.95
0024807	01/10/92	DAVID B EDSON	321.98
0024808	01/10/92	DAVID GERMAIN	315.95
0024809	01/10/92	DENNIS M MULVANEY	347.15
0024810	01/10/92	GEORGE C SPREIGL	317.41
0024811 VOID	01/10/92	MAPLEWOOD STATE BANK #1	410.74
0024812 VOID	01/10/92	MN STATE COMM OF REVENUE	160.34
0024813 VOID	01/10/92	FIRST MINNESOTA (FICA)	479.93
0024814 VOID	01/10/92	PUBLIC EMP RETIREMENT ASSOC	265.36
0024815 VOID	01/10/92	PUBLIC EMP RETIREMENT ASSOC	26.53
0024816 VOID	01/10/92	FIRST MINNESOTA (FICA)	479.84

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
FOR THE CURRENT PAY PERIOD

0001

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024823	01/17/92	JOSEPH ZAPPA	267.63
0024824	01/17/92	DALE CARLSON	267.63
0024825	01/17/92	GEORGE ROSSBACH	267.63
0024826	01/17/92	GARY W BASTIAN	304.15
0024827	01/17/92	FRANCES L JUKER	267.63
0024828	01/17/92	MICHAEL A McGUIRE	3,195.82
0024829	01/17/92	THERESE CARLSON	1,040.48
0024830	01/17/92	GAIL BLACKSTONE	1,977.60
0024831	01/17/92	GRETCHEN MAGLICH	1,586.20
0024832	01/17/92	GINA CASAREZ	720.90
0024833	01/17/92	KATHRYN A. SMITH	611.83
0024834	01/17/92	DAVID J JAHN	1,085.22
0024835	01/17/92	LYLE SWANSON	1,126.43
0024836	01/17/92	LARRY J CUDE	288.89
0024837	01/17/92	ANDREA J OSTER	1,153.78
0024838	01/17/92	WILLIAM MIKISKA	180.27
0024839	01/17/92	DANIEL F FAUST	2,300.62
0024840	01/17/92	RICHARD HANGSLEBEN	1,230.82
0024841	01/17/92	DEBORAH DEHN	638.22
0024842	01/17/92	ALANA K MATHEYS	1,966.37
0024843	01/17/92	CHRIS REGIS	249.94
0024844	01/17/92	MARGARET GIBBS	201.44
0024845	01/17/92	DELORES A VIGNALO	1,215.86
0024846	01/17/92	BRUCE ANDERSON	911.30
0024847	01/17/92	CAROLE J ANDERSON	1,321.86
0024848	01/17/92	LUCILLE E AURELIUS	2,061.30
0024849	01/17/92	CHERYL FLOOD	684.00

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
 FOR THE CURRENT PAY PERIOD

0002

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024850	01/17/92	LOIS BEHM	1,200.50
0024851	01/17/92	CONNIE L KELSEY	740.67
0024852	01/17/92	LORRAINE S VIETOR	1,108.18
0024853	01/17/92	PATRICIA A HENSLEY	649.58
0024854	01/17/92	CAROL JAGOE	945.25
0024855	01/17/92	JEANETTE E CARLE	1,173.45
0024856	01/17/92	SANDRA OLSON	710.18
0024857	01/17/92	MARY KAY PALANK	936.66
0024858	01/17/92	KENNETH V COLLINS	2,291.54
0024859	01/17/92	CAROLE L RICHIE	1,268.54
0024860	01/17/92	JOANNE M SVENDSEN	1,448.24
0024861	01/17/92	ELAINE FULLER	804.93
0024862	01/17/92	CAROL F MARTINSON	1,162.20
0024863	01/17/92	ANTHONY G CAHANES	1,975.13
0024864	01/17/92	ROBERT D NELSON	1,975.13
0024865	01/17/92	VERNON T STILL	1,522.99
0024866	01/17/92	DONALD W SKALMAN	1,705.62
0024867	01/17/92	RAYMOND J MORELLI	1,862.59
0024868	01/17/92	SCOTT L STEFFEN	1,782.40
0024869	01/17/92	DAVID L ARNOLD	1,622.37
0024870	01/17/92	JOHN J BANICK	1,999.45
0024871	01/17/92	JOHN C BOHL	1,980.86
0024872	01/17/92	DALE K CLAUSON	1,546.87
0024873	01/17/92	RICHARD M MOESCHTER	1,655.53
0024874	01/17/92	JOHN H ATCHISON	1,546.87
0024875	01/17/92	JAMES YOUNGREN	1,657.44
0024876	01/17/92	WILLIAM F PELTIER	1,622.37

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
FOR THE CURRENT PAY PERIOD

0003

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024877	01/17/92	KEVIN RABBETT	758.72
0024878	01/17/92	THOMAS J SZCZEPANSKI	1,473.69
0024879	01/17/92	VIRGINIA DOWDLE	944.44
0024880	01/17/92	CAEOT V WELCHLIN	1,581.81
0024881	01/17/92	RICHARD J LANG	1,625.95
0024882	01/17/92	DALE RAZSKAZOFF	1,603.11
0024883	01/17/92	MICHAEL RYAN	1,622.37
0024884	01/17/92	MICHAEL J HERBERT	1,618.45
0024885	01/17/92	RICHARD C DREGER	1,684.65
0024886	01/17/92	GREGORY L STAFNE	1,702.26
0024887	01/17/92	RONALD D BECKER	1,603.12
0024888	01/17/92	KEVIN R HALWEG	1,985.88
0024889	01/17/92	DERRELL T STOCKTON	1,668.57
0024890	01/17/92	PAUL G PAULOS-JR.	1,900.90
0024891	01/17/92	RICK A BOWMAN	1,574.89
0024892	01/17/92	FLINT D KARIS	1,914.38
0024893	01/17/92	STEPHEN J HEINZ	1,709.48
0024894	01/17/92	JOHN FRASER	1,566.95
0024895	01/17/92	DAVID M GRAF	1,715.99
0024896	01/17/92	DAVID J THOMALLA	1,989.22
0024897	01/17/92	STEVEN PALMA	1,859.80
0024898	01/17/92	ROBERT E VORWERK	1,617.74
0024899	01/17/92	JOSEPH A BERGERON	1,731.62
0024900	01/17/92	JAMES MEEHAN	1,715.84
0024901	01/17/92	JON A MELANDER	1,617.74
0024902	01/17/92	SARAH SAUNDERS	1,053.17
0024903	01/17/92	JAMES M EMBERTSON	1,683.43

CITY OF MAPLEWOOD
EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
FOR THE CURRENT PAY PERIOD

0004

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024904	01/17/92	DUANE J WILLIAMS	1,477.33
0024905	01/17/92	JANET L RABINE	1,522.58
0024906	01/17/92	JULIE A STAHNKE	1,380.34
0024907	01/17/92	SCOTT K BOYER	1,436.98
0024908	01/17/92	CAROL NELSON	1,785.27
0024909	01/17/92	JOSEPH FEHR	1,341.14
0024910	01/17/92	GWENDOLYN SELL	1,078.42
0024911	01/17/92	JILL PETERS	1,120.23
0024912	01/17/92	JAYME L FLAUGHER	1,350.86
0024913	01/17/92	JUDITH WEGWERTH	573.06
0024914	01/17/92	KENNETH G HAIDER	2,291.54
0024915	01/17/92	JUDY M CHLEBECK	1,219.70
0024916	01/17/92	WILLIAM PRIEFER	1,290.20
0024917	01/17/92	GERALD W MEYER	1,278.10
0024918	01/17/92	MICHAEL R KANE	1,631.26
0024919	01/17/92	BRYAN NAGEL	1,161.94
0024920	01/17/92	DAVID P LUTZ	1,218.59
0024921	01/17/92	HENRY F KLAUSING	1,278.10
0024922	01/17/92	JOHN SCHMOOCK	1,196.18
0024923	01/17/92	RONALD J HELEY	1,255.70
0024924	01/17/92	ERICK D OSWALD	1,223.46
0024925	01/17/92	RONALD L FREBERG	1,246.02
0024926	01/17/92	WILLIAM C CASS	1,846.10
0024927	01/17/92	RANDAL LINDBLOM	1,214.26
0024928	01/17/92	JAMES G ELIAS	1,469.14
0024929	01/17/92	JOHN DU CHARME	1,095.54
0024930	01/17/92	DENNIS L PECK	1,469.14

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
 FOR THE CURRENT PAY PERIOD

0005

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024931	01/17/92	WILLIAM PRIEBE	1,416.50
0024932	01/17/92	BRUCE A IRISH	1,918.11
0024933	01/17/92	WALTER M GEISSLER	1,469.14
0024934	01/17/92	THERESA METZ	1,214.26
0024935	01/17/92	JOHN R LOFGREN	1,057.94
0024936	01/17/92	ROBERT D ODEGARD	2,062.47
0024937	01/17/92	LOIS J BRENNER	1,197.46
0024938	01/17/92	BARBARA A KRUMMEL	564.01
0024939	01/17/92	PAULINE STAPLES	1,812.50
0024940	01/17/92	LUTHER JONES	79.20
0024941	01/17/92	MARGARET KUNDE	118.80
0024942	01/17/92	ROBERT S ANDERSON	1,196.18
0024943	01/17/92	DENNIS P LINDORFF	153.85
0024944	01/17/92	WILLIAM GARRY	1,161.94
0024945	01/17/92	ROLAND B HELEY	1,241.62
0024946	01/17/92	MARK A MARUSKA	1,747.18
0024947	01/17/92	JAMES SCHINDELDECKER	1,161.94
0024948	01/17/92	MYLES R BURKE	1,264.02
0024949	01/17/92	TODD JAGOE	65.00
0024950	01/17/92	RICHARD E STARK	97.75
0024951	01/17/92	KIRSTEN AURELIUS	67.50
0024952	01/17/92	BENJAMIN MAJOR	130.00
0024953	01/17/92	TANIA CHASE	45.50
0024954	01/17/92	MICHELLE HILSGEN	62.50
0024955	01/17/92	TODD LINDORFF	145.00
0024956	01/17/92	SHANNON MILLER	24.50
0024957	01/17/92	GREGORY KOLBECK	110.00

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
 FOR THE CURRENT PAY PERIOD

0006

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024958	01/17/92	BERET LARSON	67.50
0024959	01/17/92	AARON WILLIAMS	108.15
0024960	01/17/92	NATALIE HILSGEN	83.75
0024961	01/17/92	JAKE SCHUMANN	275.00
0024962	01/17/92	SCOTT WALLACE	325.00
0024963	01/17/92	SHEREE MESROBIAN	85.00
0024964	01/17/92	RONALD BESETH	85.00
0024965	01/17/92	STEVE BERGER	85.00
0024966	01/17/92	ROY G WARD	406.76
0024967	01/17/92	DOUGLAS J TAUBMAN	1,487.70
0024968	01/17/92	JANET M GREW HAYMAN	404.09
0024969	01/17/92	JEAN NELSON	539.03
0024970	01/17/92	JUDITH A HORSNELL	654.17
0024971	01/17/92	ANN E HUTCHINSON	1,293.95
0024972	01/17/92	KATHLEEN M DOHERTY	1,281.10
0024973	01/17/92	MARIE BARTA	1,097.46
0024974	01/17/92	GEOFFREY W OLSON	2,062.47
0024975	01/17/92	NANCY MISKELL	426.97
0024976	01/17/92	JOYCE L LIVINGSTON	637.42
0024977	01/17/92	TROY LANGER	64.00
0024978	01/17/92	KENNETH ROBERTS	1,340.42
0024979	01/17/92	THOMAS G EKSTRAND	1,574.50
0024980	01/17/92	MARJORIE OSTROM	1,693.30
0024981	01/17/92	NICHOLAS N CARVER	1,503.55
0024982	01/17/92	ROBERT J WENGER	1,442.90
0024983	01/17/92	EDWARD A NADEAU	1,363.38
0024984	01/17/92	GEORGE W MULWEE	1,239.38

CITY OF MAPLEWOOD
 EMPLOYEE GROSS EARNINGS AND PAYROLL DEDUCTION CHECKS
 FOR THE CURRENT PAY PERIOD

0007

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024985	01/17/92	LAVERNE S NUTESON	1,725.05
0024986	01/17/92	ROGER W BREHEIM	1,242.90
0024987	01/17/92	DAVID B EDSON	1,309.02
0024988	01/17/92	DAVID GERMAIN	1,239.38
0024989	01/17/92	DENNIS M MULVANEY	1,359.06
0024990	01/17/92	GEORGE C SPREIGL	1,244.98
0024991	01/17/92	ELIZABETH J WEILAND	876.17
0024992 VOID	01/17/92	MAPLEWOOD STATE BANK #1	21,989.07
0024993 VOID	01/17/92	MN STATE COMM OF REVENUE	8,884.69
0024994 VOID	01/17/92	FIRST MINNESOTA (FICA)	9,166.78
0024995 VOID	01/17/92	PUBLIC EMP RETIREMENT ASSOC	4,934.91
0024996	01/17/92	ICMA RETIREMENT TRUST-457	10,825.32
0024997 VOID	01/17/92	FIRST MINNESOTA	218.75
0024998 VOID	01/17/92	CITY OF MAPLEWOOD (HCMA)	3,518.72
0024999	01/17/92	CITY & COUNTY EMP CR UNION	26,801.00
0025000 VOID	01/17/92	UNITED WAY OF ST. PAUL AREA	122.00
0025001 VOID	01/17/92	COMMERCIAL LIFE INSURANCE	204.94
0025002	01/17/92	MN STATE RETIREMENT SYSTEM	358.00
0025003 VOID	01/17/92	PUBLIC EMP. RETIREMENT ASSOC.	154.50
0025004	01/17/92	AFSCME 2725	614.16
0025005	01/17/92	MN. MUTUAL LIFE INS. 19-3988	273.00
0025006	01/17/92	MN BENEFIT ASSOCIATION	686.53
0025007	01/17/92	METRO SUPERVISORY ASSOC	20.00
0025008 VOID	01/17/92	PUBLIC EMP RETIREMENT ASSOC	416.80
0025009 VOID	01/17/92	PUBLIC EMP RETIREMENT ASSOC	5,798.49
0025010	01/17/92	RAMSEY CO SUPPORT & COLLECT	400.00
0025011 VOID	01/17/92	DCA	28.18

AGENDA NO. F-2

AGENDA REPORT

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

TO: City Manager
FROM: Finance Director *Daust*
RE: INTERFUND TRANSFERS FOR UNASSESSED UTILITY IMPROVEMENTS
DATE: January 20, 1992

Transfers are made annually from the Water Availability Charge Fund and Hydrant Charge Fund to the Debt Service Funds to amortize the cost of unassessed water and sewer improvements over the terms of the bonds that were issued to finance the improvements. When the tax levy for 1991 was adopted, reductions were made in the debt service tax levies for the anticipated transfers scheduled for 1991. Therefore, the following transfers are recommended:

	<u>FROM</u>	<u>TO DEBT SERVICE FUNDS</u>
\$17,200	W.A.C. Fund	1973 Bonds (311)
27,700	Hydrant Fund	1977 Bonds (314)
<u>37,660</u>	Hydrant Fund	1988 Bonds (318)
\$82,560		

AGENDA REPORT

TO: City Manager
FROM: Finance Director *R. Brust*
RE: 1991 BUDGET CHANGES - INTERNAL RENTAL CHARGES
DATE: January 20, 1992

Action by Council:

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

PROPOSAL

It is proposed that budget transfers be approved to finance the 1991 V.E.M. Fund rental charges.

BACKGROUND

The Vehicle and Equipment Maintenance (V.E.M.) Fund accounts for the operating expenses of all City vehicles and major pieces of equipment except for public safety vehicles. These operating expenses are used as a basis to establish rental rates that are charged to the departments using the vehicles. During the year, each department is allocated internal rental charges based on the amount of miles driven for each vehicle.

In 1991, the total General Fund internal rental charges were approximately \$3,250 more than budgeted. However, some departments were over budget and others were under budget due to changes in rental rates and usage patterns. Therefore, the following budget transfers are needed:

	<u>Transfer From (To) Contingency Account</u>
502 Street Maintenance	\$(7,230)
503 Engineering	200
601 Parks & Recreation Administration	660
602 Parks Maintenance	16,540
603 Recreation Programs	(3,500)
701 Community Development Administration	(340)
702 Planning	(460)
703 Building Inspections	(1,600)
704 Environmental Health	<u>(1,020)</u>
Net Amount From Contingency Account	\$ 3,250

In addition to the above, budget transfers are also needed in the Sewer Fund and V.E.M. Fund. A \$5,660 transfer from the contingency account in the Sewer Fund is needed to cover internal rental charges. In the V.E.M. Fund a transfer of \$3,520 is needed from the contingency to finance internal rental charges.

These are routine year-end budget transfers which should be approved as Department Heads do not have any control over the rental rates charged for the vehicles and equipment that they use.

RECOMMENDATION

It is recommended that the Council approve the above listed budget transfers to finance the 1991 V.E.M. Fund rental charges.

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Director of Community Development
SUBJECT: Budget Adjustment - Recycling Costs
DATE: January 16, 1992

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

I am requesting a budget adjustment to increase the recycling expense account by \$15,390. There is not enough money to pay Gopher Recycling for their November and December charges. This deficit is the result of Gopher collecting more recyclable materials than expected. The County will pay the City for all of our 1991 recycling collection costs.

RECOMMENDATION

Approve a 1991 budget adjustment increasing recycling revenues and the fees for service expense account (101-704-4480) by \$15,390.

go/mem016.mem (7.4 1991 Budget)

MEMORANDUM

Action by Council:

TO:	City Manager	Endorsed_____
FROM:	Director of Community Development	Modified_____
SUBJECT:	Conditional Use Permit Review	Rejected_____
LOCATION:	2080 Woodlynn Avenue	Date_____
PROJECT:	Salvation Army Church and Adult Day Care	
DATE:	January 17, 1992	

INTRODUCTION

The conditional use permit for a church and adult day care at 2080 Woodlynn Avenue is due for review. This facility is run by the Salvation Army.

BACKGROUND

December 22, 1986: The City Council approved the conditional use permit for the Salvation Army Church and adult day care facility, subject to:

1. Adherence to the site plan, dated October 28, 1986, unless a change is approved by the City's Community Design Review Board.
2. Installation of an adequate landscaping screen along the east and south sides of the parking lot to satisfy the screening criteria required by code.

The Council also changed the land use plan to C (church).

December 28, 1987, January 9, 1989, January 22, 1990 and January 28, 1991: The Council approved one-year renewals of the conditional use permit.

DISCUSSION

The Salvation Army is meeting the conditions of the conditional use permit. The City has not received any complaints about the facility.

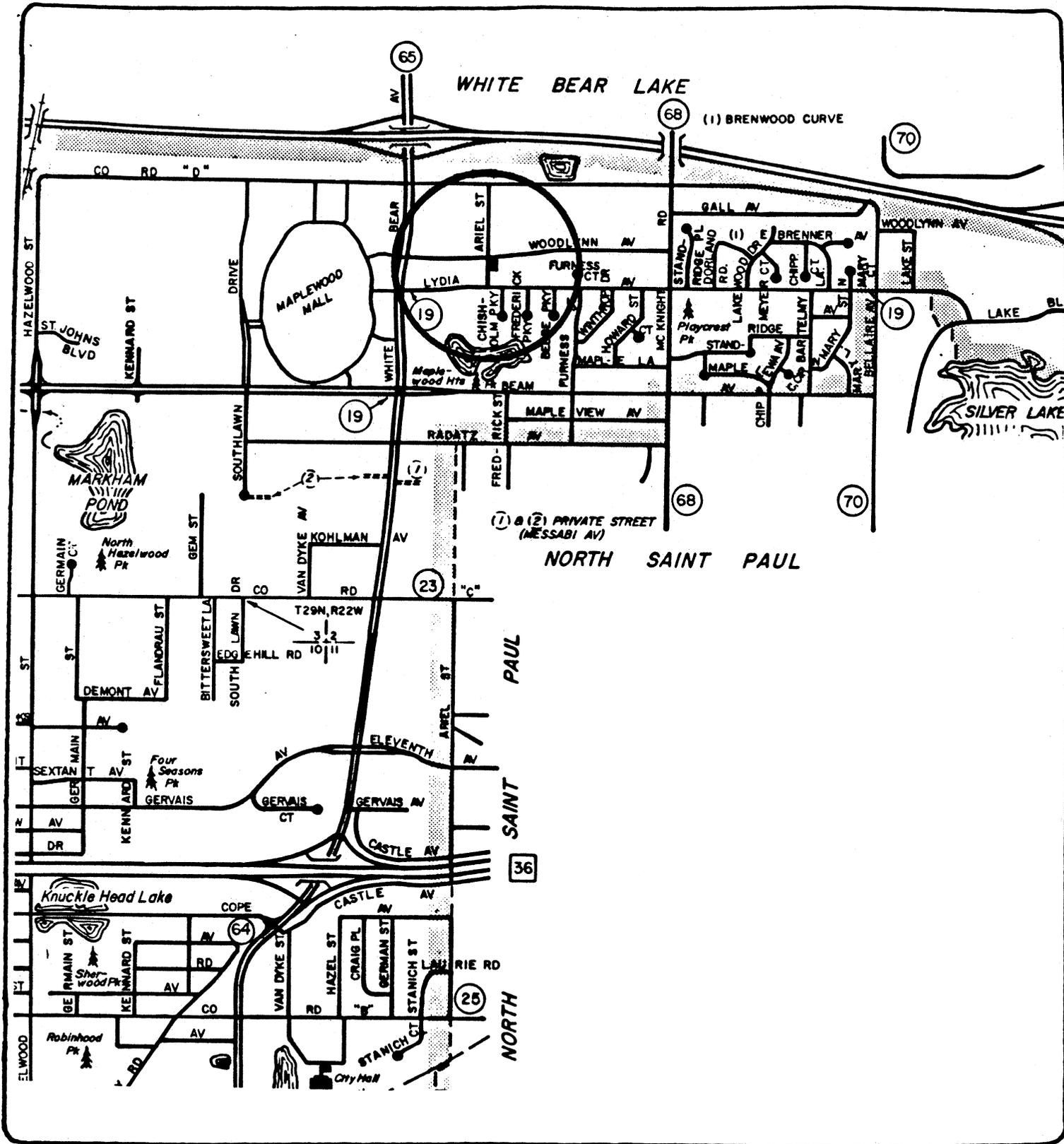
RECOMMENDATION

I recommend that the City Council review this permit again in five years.

go\memo35.mem (2)

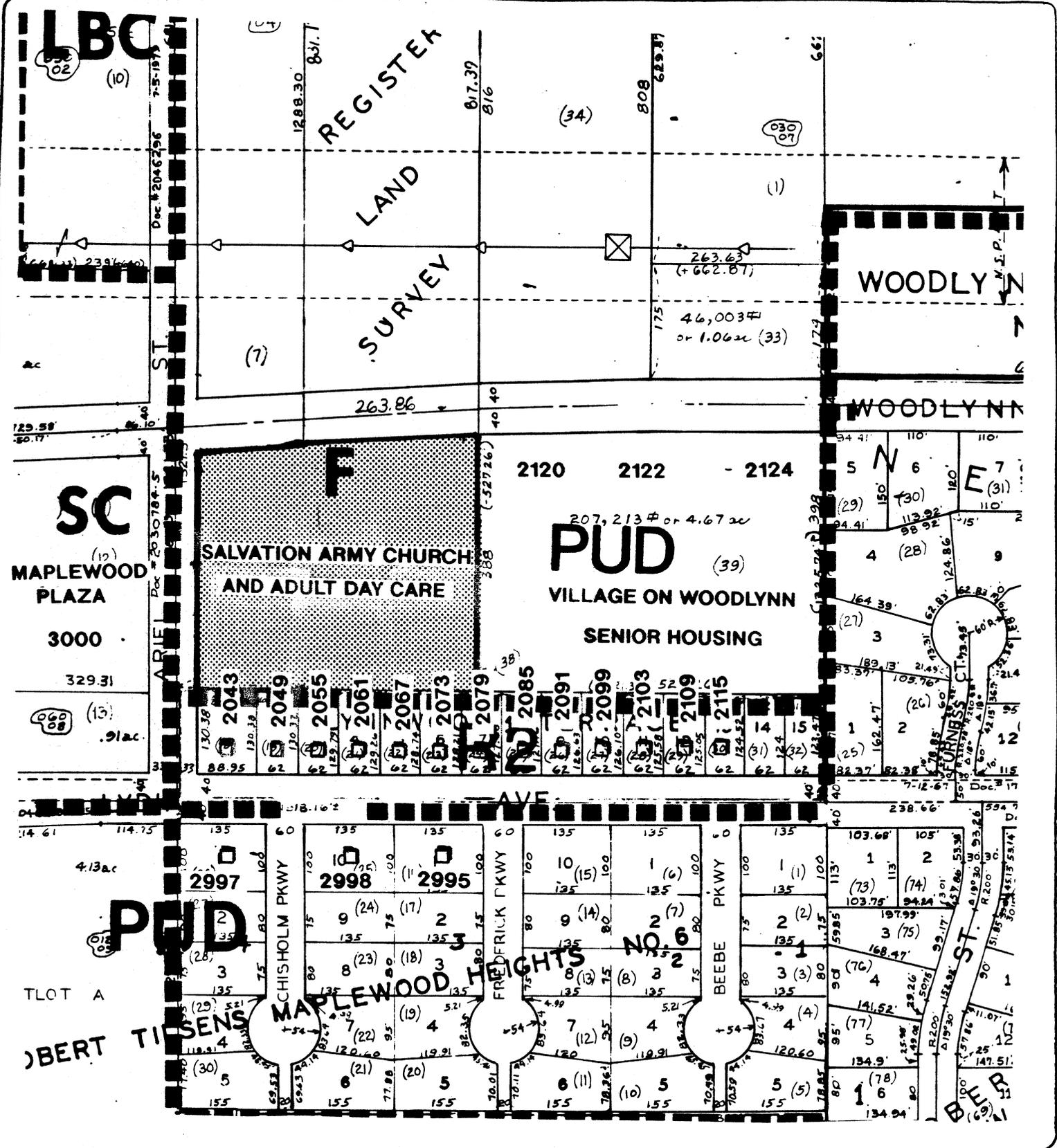
Attachments

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



LOCATION MAP





PROPERTY LINE / ZONING MAP

 SITE



WOODLYNN AVE.

ARIEL ST.

SALVATION ARMY CHURCH
AND ADULT DAY CARE

30'-0" SETBACK

15' PARKING SETBACK

20' PARKING SETBACK

20' PARKING SETBACK

30'-0" SETBACK

LOADING DISTANCE

SITE PLAN



AGENDA REPORT

Action by Council:

TO: City Manager
 FROM: Assistant City Engineer Bruce Irish
 SUBJECT: City-Wide Water Main Extensions, Project 90-07—Reduction of Retainage
 DATE: January 17, 1992

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

Introduction

The contract for Project 90-07 specifies retainage of five percent amount of the value of the work completed. The contractor, Brown and Cris, Inc., has requested a reduction in the retainage amount, which is currently \$185,000.

Background

It is customary to authorize a reduction in retainage over winter. The amount of the reduction depends on the work done and the amount remaining in the next construction season.

All utilities have been installed. This has a value of \$2,000,400. The street and boulevard restoration has not been completed. Paving on Kingston, Abel, Beaumont, Dorland, Brooks, Barclay, and Donna Senty was halted by the Halloween blizzard. However, the value of street paving and restoration on the rest of the project that has been completed amounts to \$1,700,000.

In view of the full completion of the utility work and majority completion of street paving and restoration, it is thought reasonable to reduce the retainage amount. A reduction of retainage from \$185,000 to \$60,000 is judged appropriate to protect the city's interest at this point.

Recommendation

It is recommended that the council authorize a reduction in retainage amount to \$60,000. This amount would be retained until the project is finalized out.

BAI

jc
 Attachment



NOV 21 1991

Wayne E. Brown
Gregory W. Brown
Michael H. DeVine
Dennis E. Cowan
Geno J. Orfei
Guy J. Larson
Ralph H. Larson

November 19, 1991

Mr. Bruce Irish
City Engineer
City of Maplewood
1830 East Co. Rd. B
Maplewood, MN. 55109

RE: City Wide Watermain Extensions - Project 90-07
Maplewood, MN.
Brown & Cris, Inc. Job #834

The above referenced project is now approaching completion. In view of this, we formally request a reduction in retainage. There is \$180,000.00 currently being retained. Perhaps you will consider reducing this to a nominal amount. This maybe accomplished at anytime by merely writing a letter requesting a reduction to:

Ms. Marlene Middleton
Midway National Bank
1578 University Ave. W.
St. Paul, MN. 55104

Please consider our request and act favorably on it. Thank you for your cooperation.

Respectfully Submitted,
Brown & Cris, Inc.

A handwritten signature in cursive script, appearing to read "Michael DeVine".

Michael DeVine
CFO

MD/nb
cc: #834-C



East Frontage Road of I-35 — 19740 Kenrick Avenue, Lakeville, Minnesota 55044
Phone 612-469-2121 • Fax 612-469-2463

"An Equal Opportunity Employer"



AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager

FROM: Assistant City Engineer Bruce Irish

SUBJECT: Condor Storm Sewer, Project 86-01—Recapitulation and Acceptance of Project

DATE: January 17, 1992

Introduction

All work on this project has been completed and required lien waivers have been received. A resolution is attached to accept the project with release of retainage to the contractor.

Background

A recapitulation of the actual quantities constructed versus the estimated contract quantities is attached. The recapitulation shows that the value of contract items actually constructed is \$5,130.88 less than the original contract amount. The final payment to the contractor is the original contract amount, plus Change Order One, minus the recapitulation. This equals $\$168,013.00 + \$4,386.96 - \$5,130.88 = \$167,269.08$. The total construction cost is less than the original award amount.

However, the indirect costs of the project, legal and fiscal, administrative, and engineering were higher than anticipated. This results in a shortfall in the financing of \$8,000.00. The general obligation component of the financing would need to be increased from \$74,464.00 to \$82,464.00 to cover the shortfall since the only other component, special assessments, is fixed.

Recommendation

It is recommended that an additional \$8,000.00 of general obligation financing be appropriated to cover the increased indirect costs of the project. It is recommended that the project be accepted as given in the attached resolution.

BAI

jc
Attachments

RESOLUTION
ACCEPTANCE OF PROJECT

WHEREAS, the city engineer for the City of Maplewood has determined that Condor Storm Sewer, City Project 86-01, is complete and recommends acceptance of the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that City Project 86-01 is complete and maintenance of these improvements is accepted by the city. Release of any retainage in the amount of \$6,206.90 or escrow is hereby authorized.

FURTHERMORE, additional general obligation funds are appropriated to the project financing to total \$82,464.00.

RECAPITULATION
CONDOR STORM SEWER, PROJECT 90-07

ITEM	DESCRIPTION	UNIT	CONTRACT QUANTITY	QUANTITY TO DATE	UNIT PRICE	TOTAL TO DATE
2021.501	Mobilization	LS	1	1.00	\$8,000.00	\$0.00
2104.509	Remove catch basin-manhole	EA	2	2.00	\$280.00	\$0.00
2105.501	Common excavation	CY	1420	1,420.00	\$3.00	\$0.00
2105.511	Common channel excavation	CY	210	210.00	\$5.00	\$0.00
2105.515	Pond excavation	CY	100	100.00	\$8.00	\$0.00
2105.521	Granular borrow, LV	CY	75	334.60	\$6.00	\$1,557.60
2105.523	Common borrow, LV	CY	350	0.00	\$5.00	(\$1,750.00)
2105.525	Topsoil borrow, LV	CY	650	156.00	\$6.00	(\$2,964.00)
2211.501	Aggregate base, Class 5	T	270	285.18	\$9.00	\$136.62
2232.501	Mill bituminous wear surface	SY	55	0.00	\$4.00	(\$220.00)
2331.508	Type 41 wearing course mixture	T	100	182.90	\$50.00	\$4,145.00
2331.514	Type 32 base course mixture	T	8	8.00	\$50.00	\$0.00
2411.507	Repair existing energy dissipator	EA	1	1.00	\$2,000.00	\$0.00
2501.515	18" RCP apron w/trash guard	EA	1	1.00	\$710.00	\$0.00
2501.515	30" RCP apron w/trash guard	EA	1	1.00	\$965.00	\$0.00
2501.515	30" PC-CS apron w/trash guard	EA	1	1.00	\$825.00	\$0.00
2501.515	36" RCP apron w/ trash guard	EA	2	2.00	\$1,410.00	\$0.00
2503.511	12" DIP sewer, Class 50	LF	40	45.00	\$42.00	\$210.00
2503.511	18" DIP sewer, Class 50	LF	10	10.00	\$53.00	\$0.00
2503.511	12" RCP sewer, Class 4	LF	31	30.00	\$37.00	(\$37.00)
2503.511	18" RCP sewer, Class 4	LF	54	62.00	\$40.00	\$320.00
2503.511	30" PC-CS pipe sewer, spiral rib, 16 gauge	LF	502	489.00	\$39.00	(\$507.00)
2503.511	36" RCP sewer, Class 3	LF	571	565.00	\$44.00	(\$264.00)
2503.573	Inst. 5/8" Dia eye bolt concr. pipe tie	EA	6	6.00	\$70.00	\$0.00
2503.573	Inst. 3/4" Dia eye bolt concr. pipe tie	EA	18	6.00	\$75.00	(\$900.00)
0503.602	Reseat exist. 30" RCP joint	EA	2	2.00	\$350.00	\$0.00
0504.605	2" insulation	SY	15	21.00	\$20.00	\$120.00
2506.508	Construct manhole, Design 302, 6' Dia.	EA	5	5.00	\$2,150.00	\$0.00
2506.508	Construct CB-MH, Structure 8	EA	1	1.00	\$4,400.00	\$0.00
2506.508	Construct manhole, Design 303, 4' Dia.	EA	1	1.00	\$900.00	\$0.00
2506.508	Construct manhole, Design 303, 5' Dia.	EA	2	2.00	\$1,960.00	\$0.00
2506.508	Construct manhole, Design 303, 6' Diam.	EA	3	3.00	\$2,500.00	\$0.00
2506.508	Const. MH, Design mini-tee w/Weir inlet	EA	1	1.00	\$2,500.00	\$0.00
2506.509	Construct catch basin, Design 301	EA	4	4.00	\$800.00	\$0.00
2511.501	Random riprap, Class 3	CY	75	34.00	\$35.00	(\$1,435.00)

MEMORANDUM .

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

TO: City Manager
FROM: City Clerk *Lea*
RE: 1992 CHARITABLE GAMBLING
DATE: January 22, 1992

Council approval is needed for renewal of the Charitable Gambling Licenses for the following organizations for 1992:

- St. Jerome's School
- Hill-Murray Pioneer Booster Club
- Transfiguration School
- North Maplewood Lions
- North Maplewood Lioness
- Presentation of B.V.M. Church
- Loyal Order of Moose
- St. Paul Ski Club
- East Twins Babe Ruth League

MEMORANDUM

Action by Council:

TO: City Manager
 FROM: Thomas Ekstrand, Associate Planner
 SUBJECT: Code Change - Parking Lot Striping
 APPLICANT: Bob Owens - 3M Company
 DATE: December 13, 1991

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

Mr. Owens is asking that the City Council change the code to drop the requirement for double-striped or hairpin parking stripes. Code requires that all parking spaces shall be marked with a four-inch-wide hairpin striping pattern. He is requesting this change because he is against double-striped parking stalls in employee or low-turnover customer parking lots. Refer to his letter on page 4. Most of 3M's future parking will be for employees. 3M is also planning construction of the new Eastern Heights State Bank.

BACKGROUND

Past Action

The City Council adopted the hairpin striping requirement on July 6, 1989 as part of an overall change to the parking ordinance.

Definition of Low and High Customer-Turnover

Low-turnover customer uses: offices, industrial centers, schools, churches, research centers, multiple dwellings, sit-down restaurants and similar uses.

High-turnover customer uses: shopping centers, retail sales, fast food restaurants, convention centers and similar uses.

ALTERNATIVES (least to most restrictive)

1. Drop the double-striping requirement for all parking lots.
2. Drop the double-striping requirement for employee and low-turnover customer parking. Code would still require double-striped spaces for high-turnover customer parking lots, such as retail uses. If Council chooses this option, they should also require double striping for parking lots with a mixture of low and high-turnover uses. This will avoid the problem of having single and double striping for customers in the same lot.
3. Drop the double-striping requirement for employee parking only. All customer parking would have to have double-striped spaces. This should not be a problem in lots with customer parking, because Code requires that employee parking with reduced stall width, must be signed for

employee parking only.

4. Make no change to the code. The City would continue to require double striping for all spaces.

DISCUSSION

The City adopted the requirement for hairpin striping based on the Transportation and Land Development guide written by the Institute of Transportation Engineers. The letter from the Institute on page 6 states that they did not intend to include employee parking. I assume that they are still recommending hairpin striping for customer parking (alternative 3 above). Mr. Owens from 3M goes one step further in recommending against hairpin striping for employee and low-turnover customer parking (alternative 2).

The reason for double-striped spaces is to help drivers center their cars within the parking space. Double striping is good in theory, but I have seen as many uncentered cars in double-striped stalls as single-striped stalls. The City should not require double-striping unless it is effective in centering cars, because it costs more for the initial striping and for maintenance. When uncentered parking occurs in double-striped stalls, the vehicle may end up on the inside stripe causing faster paint wear.

Most cities do not require double striping. The survey on page 3 shows that of the 24 cities we surveyed, Fridley is the only one which requires double striping. This causes some enforcement problems for City staff. Many new developments stripe their lots with single lines without asking the City, since it is not a common requirement. Staff must then call the developer and have them restripe the lot.

RECOMMENDATION

Approve the code amendment on page 7 dropping the requirement for hairpin striping in parking lots.

If the Council wants to require double striping, we recommend alternative 2.

te\striping.mem (5.1 code amendment)

Attachments

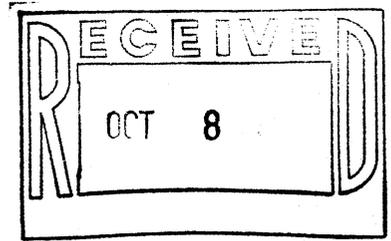
1. Survey
2. Letter from Bob Owens dated October 7, 1991
3. Letter from Texas Transportation Institute
4. Code Amendment

**SURVEY
PARKING LOT STRIPING
11-15-91**

<u>CITY</u>	<u>STRIPING ALLOWED</u>
1. Eden Prairie	single stripes
2. Blaine	"
3. Maple Grove	"
4. Richfield	"
5. Apple Valley	"
6. Roseville	"
7. Brooklyn Center	"
8. Lakeville	"
9. White Bear Lake	"
10. Shoreview	"
11. Crystal	"
12. Cottage Grove	"
13. Inver Grove Heights	"
14. New Brighton	"
15. New Hope	"
16. Golden Valley	"
17. South St. Paul	"
18. Woodbury	"
19. North St. Paul	"
20. Oakdale	"
21. Newport	"
22. Little Canada	"
23. Vadnais Heights	"
24. Fridley	double stripes only

**3M Facilities Engineering
and Real Estate**

PO Box 33331
St. Paul, MN 55133-3331
612/778 5049



October 7, 1991

Mr. Geoffrey Olson
Director of Community Development
City of Maplewood
1830 East County Road B
Maplewood, Minnesota 55109

RE: Request for Zoning Ordinance Amendment -
Parking Space Marking Requirements

Dear Mr. Olson:

This is to officially request an amendment to the City of Maplewood's Ordinance No. 647, concerning the requirement that all parking spaces be marked with a four-inch wide "hair-pin" striping pattern. The primary reason for this request is that "hair-pin" marking of employee and low turnover parking stalls, less than 10 feet in width, as required by Ordinance No. 647, has no beneficial effect on parking operations. Extensive personal observations of "hair-pin" marked stalls less than 10 feet wide, reveals that a significant portion of vehicles actually encroach on the stall marking lines. This practice, of course, defeats the purpose of the ordinance requirement, and may even adversely affect traffic operation.

Extra wide parking stalls (10 feet or more) are often provided in high turnover retail shopping complexes for easy customer parking. "Hair-pin" markings were developed to help motorists center their vehicles in the wide stalls so that adequate door swing space was available for packages, etc.. In many instances, however, the narrower parking stalls provided for employee and low turnover parking do not provide enough clear space for "hair-pin" markings without encroachment on the stall lines. Drivers seem to have trouble properly centering their vehicles when the clear space is less than 8 feet wide. Vehicles parking on the stall marking lines greatly increase wear rates and become unsightly in a short period of time.

Mr. Geoffrey Olson
Director of Community Development
City of Maplewood
October 7, 1991
Page 2

This greatly increases installation and maintenance costs for a parking facility with no apparent benefit to either the owner or motorist.

Discussions concerning this matter with you and other members of the City of Maplewood staff, revealed that a manual on *Transportation and Land Development*, published by The Institute of Transportation Engineers in 1988, was used to develop the "hair-pin" marking requirement in The City of Maplewood ordinance. The primary author of this manual was subsequently contacted by 3M, and his response is attached to this request. The response is self-explanatory, and states that "hair-pin" striping is not a logical practice for employee (low turnover) parking lots. The author further explains that work is in progress on a second edition of this manual, and differentiation will be made between the marking of employee (long-term) and customer parking stalls.

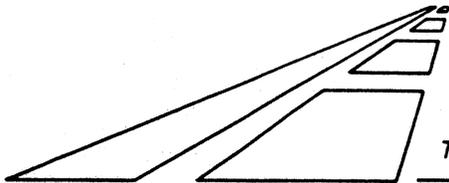
Don't hesitate to contact me if you should have any questions concerning this request, or if I can provide you with technical assistance in revising the "hair-pin" parking ordinance requirement.

Yours Very Truly,



Robert D. Owens, P.E.
Senior Traffic Engineering Specialist

RDO:klb
Attachment



TEXAS TRANSPORTATION INSTITUTE

IMPLEMENTATION AND DESIGN PROGRAM

September 19, 1991

Area Code 409
Telephone 845 • 1717
TexAn 857 • 1717
FAX: 409 • 845 • 9848

Mr. Robert D. Owens
Traffic Engineer
3M Company
3M Center, Building 42-8E-04
St. Paul, MN 55144

RECEIVED
SEP 24 1991
CIVIL ENGRG.

FAX: (612) 778-6375

Re: Your Inquiry Regarding "Parking and Lot Delineation" on page 197 of
Transportation and Land Development.

Dear Mr. Owens:

The statement that hairpin striping should be used is intended to apply to visitor and customer parking lots. It did not even occur to us, when writing the text, that anyone would mandate the use of hairpin striping in employee lots. As you are aware, employee parking duration often exceeds eight hours. Furthermore, employees do not commonly return to their car with packages as do shoppers. Convenience in leaving and entering the vehicle, as well as in making the parking and unparking maneuvers, is of much less concern than in customer and visitor lots. Thus, hairpin striping is not a logical practice for employee parking lots.

We have begun work on the second edition of **Transportation and Land Development**. It will contain substantial new information which more recently became available. We will also make a specific point of differentiating between the striping of employee and customer parking stalls.

Very truly yours,

Vergil G. Stover

3M

ORDINANCE NO.

AN ORDINANCE CHANGING THE STRIPING REQUIREMENT IN PARKING LOTS

The Maplewood City Council approves the following ordinance:
(I have crossed out the deletions and underlined the additions.)

Section 1. Section 36-22(e) is changed as follows:

- (e) All parking lots and associated driveways shall have a hard surface of bituminous or concrete and single striped parking spaces. ~~four inch side hairpin striping pattern.~~

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

Passed by the Maplewood City Council on _____, 1992

- ~~(2) Approval of a parking authorization for 115 fewer parking spaces than code requires, since:~~
- ~~(a) There would not be any impact on adjacent properties or streets if a parking shortage developed.~~
 - ~~(b) 3M has additional land available to add parking spaces.~~

~~Boardmember Thompson seconded~~

~~Ayes--Moe, Erickson,
Holder, Robinson,
Thompson, Wasiluk~~

b. Code Amendment - Parking Lot Striping

Bob Owens of 3M, the applicant, asked that the double-striping requirement for parking stripes be eliminated from City code. Staff was in agreement with this request and recommended this requirement be dropped from code.

Boardmember Robinson moved the Review board recommend approval of the code amendment dropping the requirement for hairpin striping in parking lots.

Boardmember Erickson seconded

Ayes--Moe, Erickson,
Holder, Robinson,
Thompson, Wasiluk

~~7. VISITOR PRESENTATIONS~~

~~There were no visitor presentations.~~

~~8. BOARD PRESENTATIONS~~

- ~~a. Council Meeting November 25, 1991~~

~~Boardmember Robinson reported on this meeting.~~

~~9. STAFF PRESENTATIONS~~

- ~~a. December 9 Council Meeting: Mike Holder~~

- ~~b. Staff discussed the upcoming projects to be reviewed at the December 10 meeting.~~

~~10. ADJOURNMENT~~

~~Meeting adjourned at 8:20 p.m.~~

G-2
a+b

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

MEMORANDUM

TO: City Manager
FROM: Thomas Ekstrand, Associate Planner
SUBJECT: Reduction in Parking Spaces and Conditional Use Permit
LOCATION: Minnehaha Avenue and McKnight Road
APPLICANT/OWNER: 3M Company
PROJECT TITLE: Eastern Heights State Bank
DATE: December 12, 1991

SUMMARY

INTRODUCTION

3M Company is requesting a conditional use permit (CUP) to build a four-story, bank/office building. Code requires a CUP because the building would be closer than 350 feet to a residential zoning district. The proposed drive-up teller canopy would be 105 feet from the residential district to the north (the center line of Minnehaha Avenue).

3M is also requesting approval for 115 fewer parking spaces than Code requires. Code requires 340 spaces; 3M is proposing 225. They would provide enough spaces to meet Code for the bank. The reduced number of spaces would be for the employee parking. City Code allows the Council to approve a different number of parking spaces than Code requires. (Refer to 3M's letter on page 12.)

Refer to 3M's description of this project on page 11.

BACKGROUND

On November 26, 1991, the Community Design Review Board approved the plans for this project, subject to several conditions. They also recommended that the Council approve 3M's request for a reduction in the required number of parking spaces. (Refer to the Board's minutes on page 16.)

DISCUSSION

This use would be consistent with the City's plan for this property and would meet the City's standards for a conditional use permit. The main concern is screening the drive-through teller area from the homes on the north side of Minnehaha Avenue. 3M would screen this area with grading and landscaping. The drive-through teller area would be 5-6 feet below the grade of Minnehaha Avenue. 3M is proposing to landscape the area north of the drive-through teller. The Design Review Board is requiring 3M to plant additional evergreens in this area for screening.

RECOMMENDATION

- I. Approve 115 fewer parking spaces than Code requires, since:
1. The City has approved reductions in the required number of parking spaces for other 3M buildings.
 2. The proposed ratio of parking spaces to floor area is similar to other 3M buildings.
 3. 3M encourages its employees to share rides to work.
 4. 3M has additional land to add parking spaces, if needed.

Approval is subject to 3M adding parking spaces if a parking problem develops.

- II. Adopt the resolution on page 14. It approves a conditional use permit for a four-story bank and office building at the southeast corner of McKnight Road and Minnehaha Avenue. Approval is based on the findings required by code and subject to the following conditions:
1. All construction shall follow the site plan, date-stamped September 24, 1991. The City Council may approve major changes, after a public hearing and recommendation from the Community Design Review Board. The Director of Community Development may approve minor changes.
 2. The City Council shall review this permit one year from the date of approval, based on the procedures in City Code.

CITIZENS' COMMENTS

Staff surveyed the 85 property owners within 350 feet of the site. There were 35 replies. Twenty-two were in favor, eight had no comment and five objected.

In Favor

1. 3M has always been a good neighbor. They maintain their property very well and any expansion helps the economy. I'm in favor of allowing the conditional use permit. (Robinson, 2315 Minnehaha Avenue)
 2. It would be nice to have a bank close by. 3M building projects are always a plus to any community. (Hoffman, 2233 Minnehaha Avenue)
 3. Area needs a bank and anything 3M builds dresses up the community. (Schiltz, 2233 Minnehaha Avenue)
 4. I believe it will be an asset to the area. (Swaim, 2236 6th Street)
 5. They maintain and beautify the property, as they do with all their property. (Kelcher, 747 Meyer Street)
 6. I am in favor because the bank will be just two blocks from my home. But, I do have some concern for the amount of vehicle traffic on McKnight Road. (Kowalski, 6th Street)
- Staff Reply: The County traffic engineer said that the County designed Minnehaha Avenue and McKnight Road to handle the increased traffic from this development. He does not foresee any traffic problems.
7. The neighborhood needs improvement and growth. (Forsythe, 2234 Beech Street)
 8. I am in favor because banks aren't generally open weekends and late hours. (Creager, 734 McKnight Road)
 9. I like something to go there. So nice property bank is fine. (Kappos, 2235 Minnehaha Avenue)
 10. 3M Co. and the Heights have always been good neighbors and I'm not at this time about to question their right to do what they propose on their property. (home owner, 2255 Minnehaha Avenue)
 11. I prefer to look at the neat clean grounds and buildings of the mining rather than companies such as the construction contractor's grounds on Stillwater Road. What a eye sore

you allow there. (Pauley, 2352 Bush Avenue)

12. Good addition to Maplewood and probably the best use of the land. (Nordstrom, 2295 Stillwater Road)
13. It would certainly enhance the area a great deal. 100% in favor. (home owner, 2259 Minnehaha Avenue)
14. It is good business for the City of Maplewood. (Wiener, 2295 Stillwater Road)
15. I am in favor because something is going to be done to clean that corner up. (Ninke, 2245 Margaret Street)
16. I am if favor, but can the drive-up teller area be moved to the other side of the building? If it cannot be moved, add more evergreen trees between the canopy and my home. (Beardsley, 2311 Minnehaha Avenue)

Staff Reply: 3M said that moving the drive-up teller canopy to the south side of the building would create traffic conflicts. They can add more trees for screening.

Objections

1. I feel an office complex close to my home would make the area look industrial, cause traffic congestion, no buildings, no development, area getting too developed. Leave the area rustic, don't build by pond. I do not want any buildings in area by pond for environmental reasons. Next thing 3M will want sky scrapers by pond or bull dose over pond to put in buildings. (Skarda, 2241 6th Street and Tacheny, 3203 Minnehaha Avenue)

Staff Reply: 3M Pond is protected by the DNR. They do not allow any construction within 150 feet of the pond. The City's Shoreland Protection Ordinance requires that 3M create a new pond to catch runoff from this site before it flows into 3M Pond. This new pond will clean the water before it flows into 3M Pond.

2. I'm concerned about increased traffic if Margaret becomes a through street and I object to the high intensity lighting that may become a problem if this new building is lighted in the evenings. We will now have a commercial center in the middle of the neighborhood. I also object to the height of the building - A two story building would be less objectionable. (Werra, 2236 Margaret Street)

Staff Reply: Margaret Street would not become a through street. The proposed driveway, which would line up with Margaret Street, would be part of 3M's private roadway system.

City Code limits light intensity on commercial sites to one foot-candle. Furthermore, Code requires that site lighting be directed or shielded so it will not glare excessively onto streets or residential properties.

3. I object to the extra heavy traffic that will be coming through. I think the road to the bank should be going through the rear of the bank. (Rubbelke, 2369 Minnehaha Avenue)
4. I don't want to look out my window at a four-story building. Make a park out of it. Buildings are not as attractive as trees and grass. Maybe 3M should try doing something to enhance the community rather than their pocketbook! (Zahn, 2345 Minnehaha Avenue)

REFERENCE INFORMATION

SITE DESCRIPTION

Lot Size: 8.2 acres
Existing land use: undeveloped

SURROUNDING LAND USES

North: Minnehaha Avenue. North of Minnehaha Avenue are single-dwellings and Beau's Food and Spirit

South and East: Undeveloped 3M property

West: McKnight Road. West of McKnight Road are single-dwellings and apartments.

PLANNING INFORMATION

Land use plan designation: DR (development and research). This classification includes businesses that do industrial or commercial research and development. These businesses should develop in a park-like environment to create a compatible environment with surrounding land uses. This classification includes most types of industrial development, provided they are compatible with adjacent land areas.

Zoning: M-1 (light manufacturing)

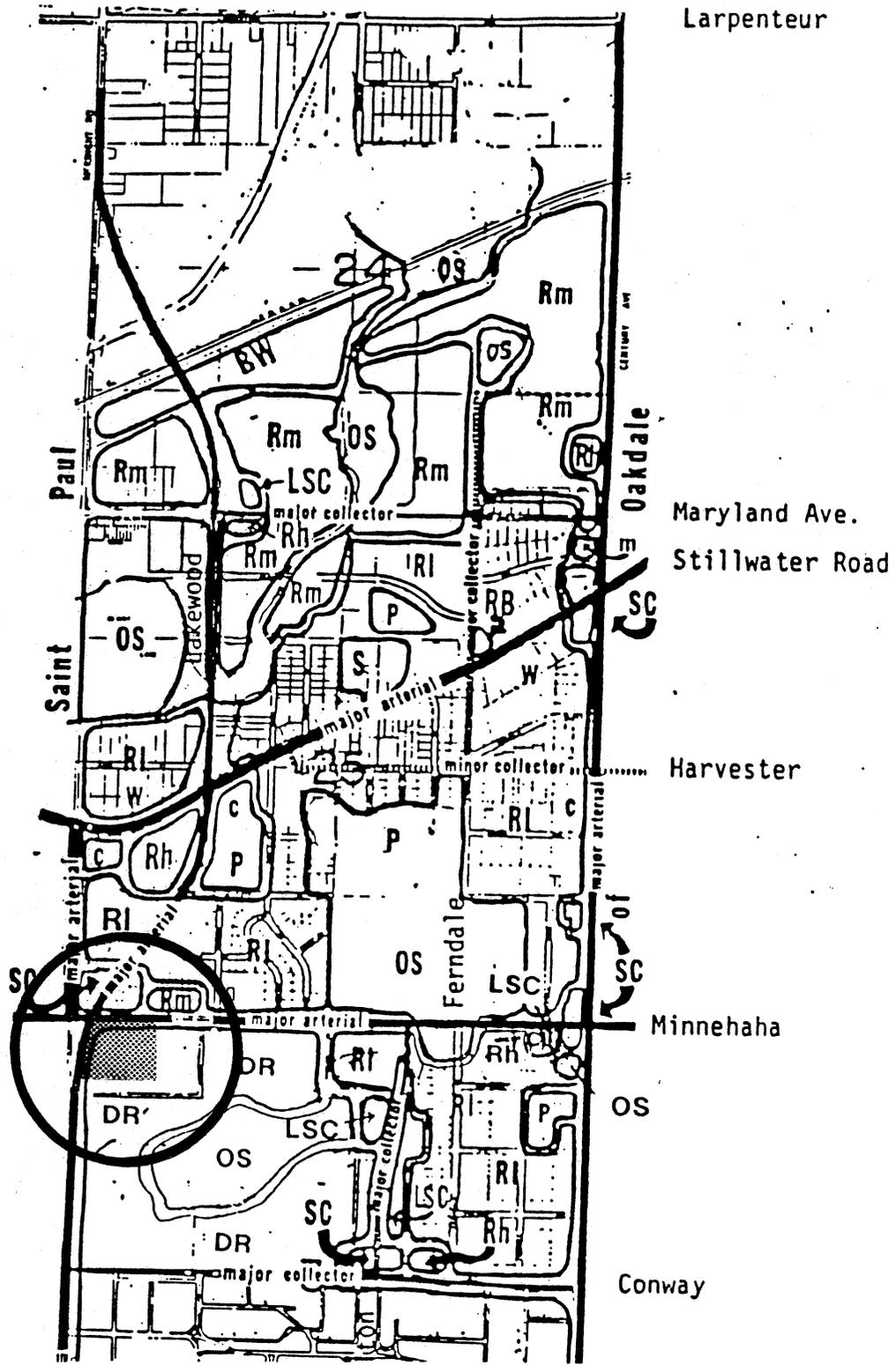
Ordinance Requirement: Section 36-187(b) states that no building or exterior use, except parking, may be erected, altered or conducted within 350 feet of a residential district without a CUP.

Criteria for CUP Approval: Code requires nine findings for approval of a CUP. (Refer to the resolution on pages 14 and 15.)

te\eastern.cup (Section 36-29)

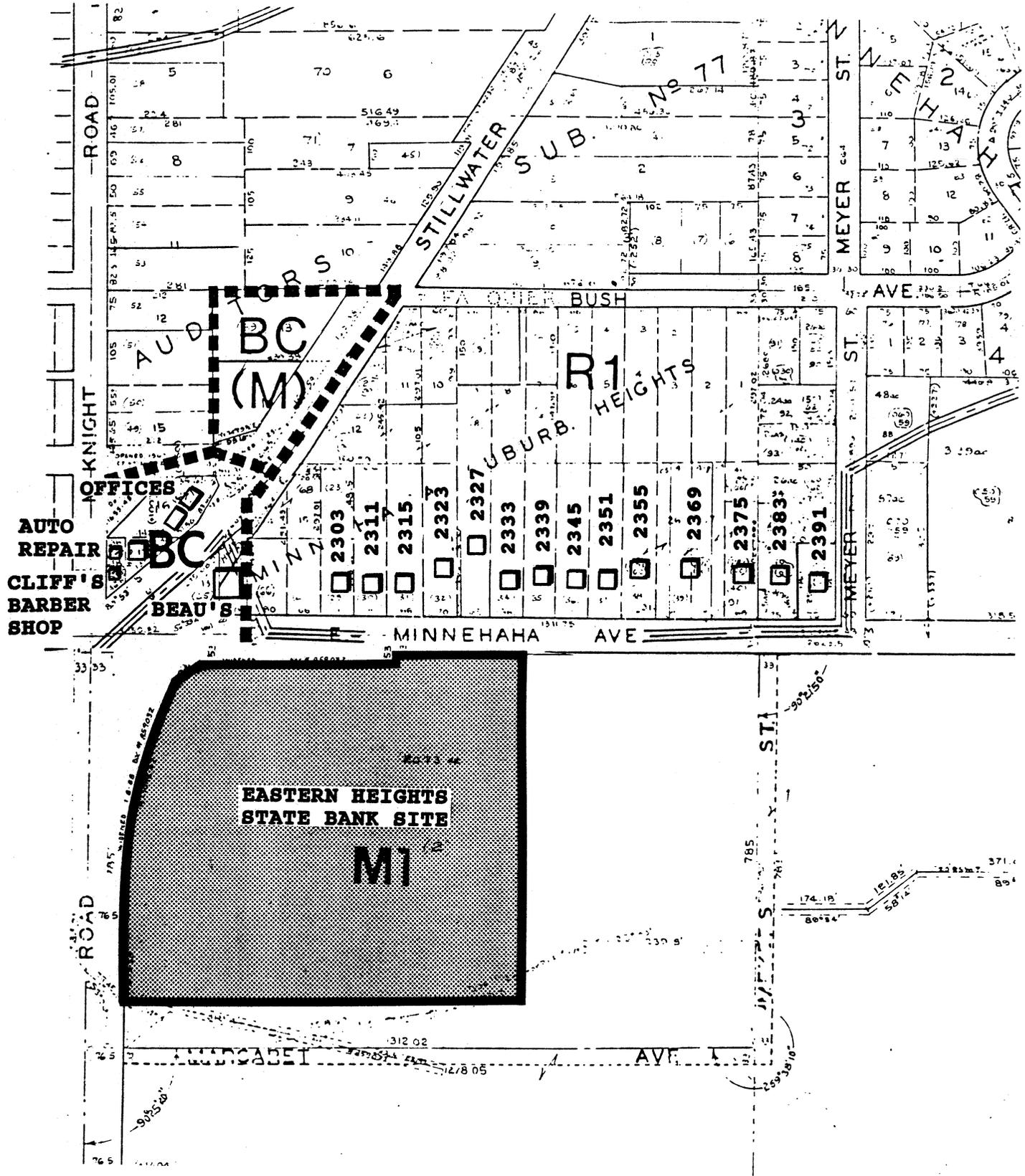
Attachment

1. Land Use Plan
2. Property Line / Zoning Map
3. Site Plan
4. Building Elevations
5. Project description
6. Letter: Parking Reduction
7. Resolution
8. CDRB Minutes
9. Plans date-stamped September 24, 1991 (separate attachment)



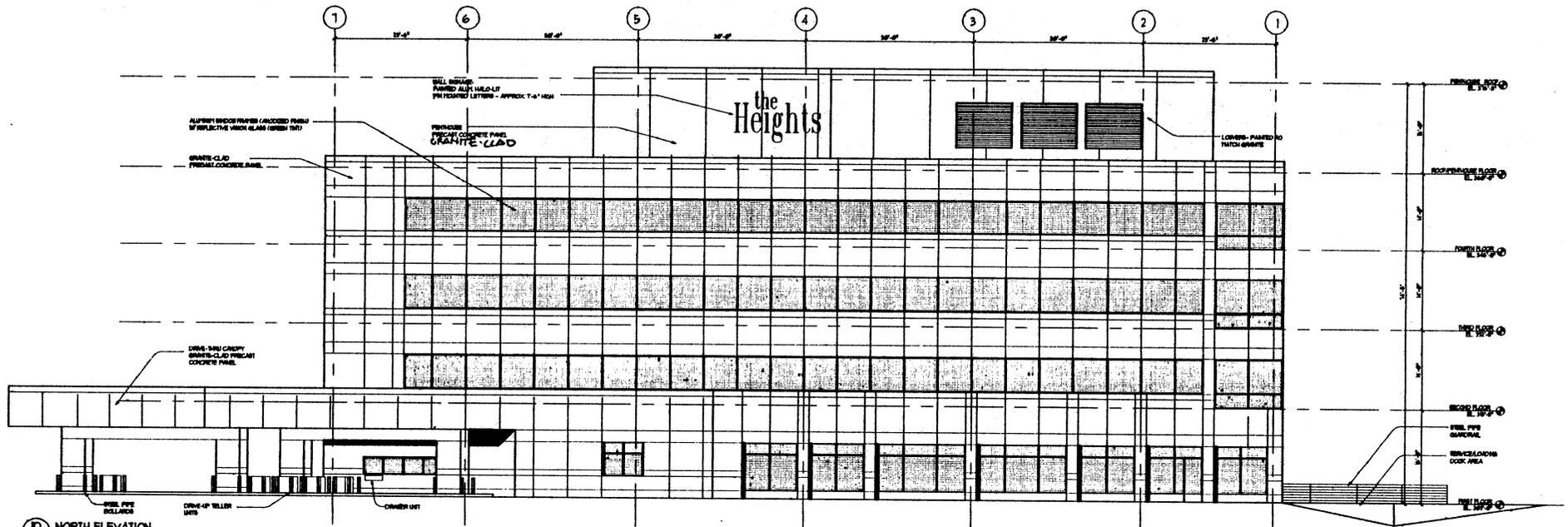
LAND USE PLAN





PROPERTY LINE / ZONING MAP

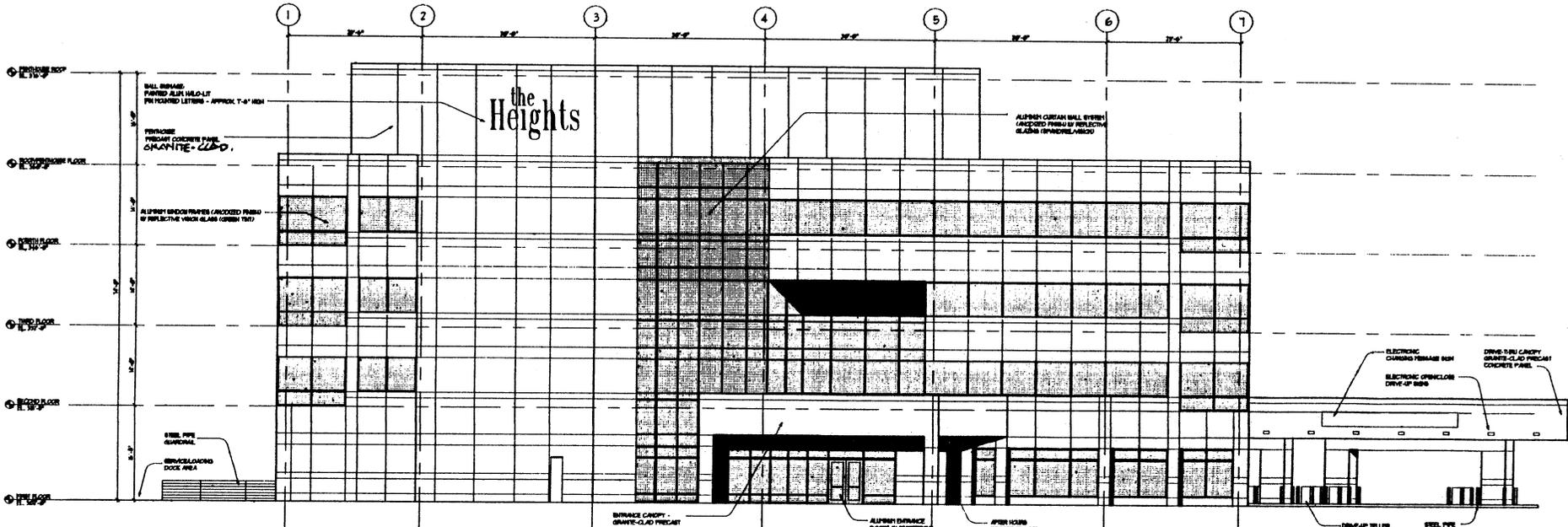




(D) NORTH ELEVATION
1/8" = 1'-0"

10

Attachment 4



(H) SOUTH ELEVATION
1/8" = 1'-0"

IBM TITLE

BWR ARCHITECTS
 400 MILLY STREET, SUITE 200
 SAINT PAUL, MINNESOTA 55101
 651-251-1200

SCALE: 1/8" = 1'-0"
 DATE: 23 SEPT 91
 DRAWN BY: [Signature]
 CHECKED BY: [Signature]

© IN COPYRIGHT © 3M
 FACILITIES ENGINEERING DEPARTMENT/3M
 3M, INC. 400
 ONE BUSH AVENUE
 ST. PAUL, MN 55133



EASTERN HEIGHTS STATE BANK
 MAPLEWOOD, MINNESOTA
 BUILDING 200

WORK/SHEET TITLE
BUILDING ELEVATIONS
 FOUNDATION NO. 91033
 REV. PROJECT NO. BY (11.1.1.1) 406.649

FILE NO. 3144
DD-A6

Intended Use of Property:

The proposed development consists of a four story office building with surface parking. The building includes a commercial bank (Eastern Heights State Bank) on the ground floor and 3M office space on the upper floors of the building. The ground floor is approximately 18,000 gross square feet (GSF) and the total building size is approximately 68,000 GSF. The bank will provide banking services for 3M employees and the surrounding residential and business community. The bank includes a drive-up teller facility. Separate parking lots will be provided for bank customers and 3M employees.

The proposed project will provide an attractive and aesthetically pleasing development at the southeast corner of the new intersection of McKnight Road and Minnehaha Avenue. The development will comply with the city's comprehensive plan and Code of Ordinances. In developing the site plan, grading, and landscape plans, consideration has been given to the residential areas across from the site. The proposed use is consistent with existing development on the 3M Center property.

The development will include construction of left- and right-turn lanes on McKnight Road for traffic entering the site. A storm water basin will be constructed south of the site next to the 3M pond to provide water quality treatment for storm water runoff.

The proposed development will provide an increased tax base for the City of Maplewood.

**3M Facilities Engineering
and Real Estate**

PO Box 33331
St. Paul, MN 55133-3331
612/778 5049

October 22, 1991



Mr. Geoffrey Olson
Director of Community Development
City of Maplewood
1830 East County Road B
Maplewood, Minnesota 55109

RE: Proposed Eastern Heights Bank - Parking Supply

Dear Mr. Olson:

This is to request approval for the off-street parking supply to be constructed in conjunction with the above mentioned proposed project.

The structure proposed for the new Eastern Heights Bank, will house a retail banking facility together with office space for 3M Company employees. The retail banking function will be located on the first floor with 12,500 square feet of space, and 3M employee office functions will occupy the 2nd through 4th floors totalling 55,500 square feet. Separate parking facilities will be provided, one for each use.

As shown on the site plan, the northern parking facility will serve banking customers exclusively, and contains 64 stalls conforming to the current Maplewood zoning code. The larger parking lot, containing 161 stalls, is intended for 3M/Bank employees only. The 161 stalls provides space for parking in accordance with the actual number and vehicle occupancies expected for the employees to be housed in the new facility. This works out to approximately 3 spaces per 1,000 square feet, and conforms to the parking ratios currently provided throughout 3M Center. If for some unforeseen reason, more parking is needed, additional space is available on the site as required.

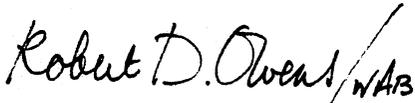
Attachment 6

Mr. Geoffrey Olson
Director of Community Development
City of Maplewood
Proposed Eastern Heights Bank - Parking Supply
October 22, 1991
Page 2

As you know, 3M carefully manages the parking supply at 3M Center and encourages ride sharing as a commuting mode for our employees. This program has helped 3M achieve vehicle occupancies well above the Twin City average. The parking management program significantly helps increase the amount of green space at 3M Center. It is also important to note that all of the off-street parking facilities at 3M Center are served by a road system owned and operated by 3M. Any potential problems concerning employee parking supply would involve 3M and its employees without public involvement.

Your approval of the proposed off-street parking supply provisions for the Eastern Heights State Bank, is respectfully requested. Don't hesitate to contact me if I can furnish you with additional information or you should have any questions.

Yours Very Truly,



Robert D. Owens, P.E.
Senior Traffic Engineering Specialist

RDO:klb

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, 3M Company applied for a conditional use permit to build an office building within 350 feet of an area zoned R-1 (single-dwelling residential).

WHEREAS, this permit applies to an 8.2 acre site at the southeast corner of McKnight Road and Minnehaha Avenue. The legal description is:

The North 785 feet of the NW 1/4 of the NW 1/4 of Section 36, Township 29, Range 22.

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

1. The Planning Commission discussed this application on December 16, 1991. They recommended that the City Council _____ said permit.
2. The City Council held a public hearing on _____, 1992. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

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

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

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

Approval is subject to the following conditions:

1. All construction must comply with the site plan, date-stamped _____, 199_. The City Council may approve major changes, after a public hearing and recommendation from the Community Design Review Board. The Director of Community Development may approve minor changes.
2. The City Council shall review this permit one year from the date of approval, based on the procedures in City code.

Adopted _____, 1992.

mb\res\eastern.3m

MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 EAST COUNTY ROAD B, MAPLEWOOD, MINNESOTA
NOVEMBER 26, 1991

1. CALL TO ORDER

Chairman Moe called the meeting to order at 7:02 p.m.

2. ROLL CALL

Donald Moe	Present
Marvin Erickson	Present
Michael Holder	Present
Marie Robinson	Present
Bruce Thompson	Present
Scott Wasiluk	Present

3. APPROVAL OF MINUTES

a. November 12, 1991

Boardmember Erickson moved approval of the minutes of November 12, 1991, as submitted.

Boardmember Robinson seconded Ayes--Moe, Erickson,
Holder, Robinson,
Thompson, Wasiluk

4. APPROVAL OF AGENDA

Boardmember Thompson moved approval of the agenda as submitted.

Boardmember Holder seconded Ayes--Moe, Erickson,
Holder, Robinson,
Thompson, Wasiluk

5. UNFINISHED BUSINESS

6. DESIGN REVIEW

a. Eastern Heights State Bank - 3M Company, Minnehaha Avenue and McKnight Road

Bob Owens, corporate traffic engineer for 3M, gave a presentation of plans for the proposed building. Mike Barrett, bank president, Ken Horns, civil engineer, Scott Midness, landscape architect, Steven Patrick, principal architect, and Lee Blackledge, 3M landscape architect, were present at the meeting and discussed the project with the Board members. The Board asked questions regarding parking, traffic flow and landscaping.

Boardmember Holder moved the Review Board recommend:

- (1) Approval of the Eastern Heights State Bank plans, date-stamped September 24, 1991, for 3M Company. 3M shall do the following:
 - (a) Renew this approval after two years if they have not begun construction.
 - (b) Restore and sod the boulevard if damaged by the construction.
 - (c) Install reflectorized stop signs where the private roads intersect with streets. Also, install stop signs at the intersection of the private roads within the site. Install handicap parking signs and a building address.
 - (d) Screen all roof-mounted equipment that will be visible from public streets or adjoining properties. Screens must be a color and design that is compatible with the building. Submit plans to City staff for approval.
 - (e) Screen trash dumpsters as code requires.
 - (f) Taper the sidewalk along McKnight Road to match the driveway grade at the entrance drive.
 - (g) Submit a grading, drainage, utility, and erosion control plan to the City Engineer for approval.
 - (h) Install an in-ground lawn irrigation system for all landscaped areas. Sprinklers must not spray on the public sidewalk.
 - (i) Revise the landscape plan providing additional evergreen trees north of the drive-up teller canopy. Staff shall approve the quantity and placement of these trees.
 - (j) Submit a cash escrow or an irrevocable letter of credit to the City for any required work not completed by occupancy. The amount of escrow required shall be 150% of the cost of the unfinished work. 3M shall also provide the City with an agreement that would allow the City to have this work finished.

(2) Approval of a parking authorization for 115 fewer parking spaces than code requires, since:

(a) There would not be any impact on adjacent properties or streets if a parking shortage developed.

(b) 3M has additional land available to add parking spaces.

Boardmember Thompson seconded

Ayes--Moe, Erickson,
Holder, Robinson,
Thompson, Wasiluk

~~b. Code Amendment - Parking Lot Striping~~

~~Bob Owens of 3M, the applicant, asked that the double-striping requirement for parking stripes be eliminated from City code. Staff was in agreement with this request and recommended this requirement be dropped from code.~~

~~Boardmember Robinson moved the Review board recommend approval of the code amendment dropping the requirement for hairpin striping in parking lots.~~

~~Boardmember Erickson seconded~~

~~Ayes--Moe, Erickson,
Holder, Robinson,
Thompson, Wasiluk~~

7. VISITOR PRESENTATIONS

There were no visitor presentations.

8. BOARD PRESENTATIONS

a. Council Meeting November 25, 1991

Boardmember Robinson reported on this meeting.

9. STAFF PRESENTATIONS

a. December 9 Council Meeting: Mike Holder

b. Staff discussed the upcoming projects to be reviewed at the December 10 meeting.

10. ADJOURNMENT

Meeting adjourned at 8:20 p.m.

~~Commissioner Martin seconded~~

~~Ayes--Anitzberger, Axdahl,
Fischer, Frost, Gerke, Martin,
Pearson, Rossbach~~

~~The motion passed.~~

5. NEW BUSINESS

~~a. Presentation: Bob Cardinal~~

~~A plaque was presented to Bob Cardinal for his past service on the Planning Commission.~~

b. Minnehaha Avenue & McKnight Road (3M): Reduction in Parking Spaces and Conditional Use Permit

Secretary Olson presented the staff report. In response to questions by Commissioners, staff responded that there is no requirement for maximum height or number of stories for commercial buildings, that 3M has not been required to add parking in the past, and explained that since the parking for this project would be contained on 3M property, if a parking problem develops it would be more of a problem for 3M than for the City.

Bob Owens, representing 3M, gave a presentation on this proposal. Mike Barrett, president of Eastern Heights State Bank, Ken Horns, engineer, Scott Midness, landscape architect, and Steve Patrick, project architect, were present at the meeting. Mr. Horn gave a presentation of the site development and Mr. Patrick gave a short video presentation.

Commissioner Pearson moved the Planning Commission recommend:

- (1) Approval of 115 fewer parking spaces than code requires, since:
 - (a) The City has approved reductions in the required number of parking spaces for other 3M buildings.
 - (b) The proposed ratio of parking spaces to floor area is similar to other 3M buildings.
 - (c) 3M encourages its employees to share rides to work.
 - (d) 3M has additional land to add parking spaces, if needed.

Approval is subject to 3M adding parking spaces if a parking problem develops.

- (2) Adoption of the resolution which approves a conditional use permit for a four-story bank and office building at the southeast corner of McKnight Road and Minnehaha Avenue. Approval is based on the findings required by code and subject to the following conditions:
- (a) All construction shall follow the site plan date-stamped September 24, 1991. The City Council may approve major changes, after a public hearing and recommendation from the Community Design Review Board. The Director of Community Development may approve minor changes.
 - (b) The City Council shall review this permit one year from the date of approval, based on the procedures in City code.

Commissioner Martin seconded

Ayes--Anitzberger,
Axdahl, Fischer, Frost,
Martin, Pearson, Rossbach

Nays--Gerke

The motion passed.

Planning Commission Vacancy

Commissioner Fischer said that since there is only one candidate from the targeted areas, staff should readvertise the vacancy and specify the areas from which the Commission desires applicants.

Commissioner Fischer moved that the City advertise the existing vacancy and ask specifically for applicants from neighborhood one, three, ten and eleven, describing the area by boundaries that are familiar to the residents of the particular area.

Commissioner Martin seconded

Commissioner Martin asked if the current applicants would be notified of the readvertising of the vacancy. Commissioner Fischer said the readvertisement should include the statement "Applicants are still being sought for the opening on the Planning Commission. We are particularly seeking applicants from the neighborhoods described."

Ayes--Anitzberger, Axdahl, Fischer, Frost, Gerke, Martin,
Pearson, Rossbach

AGENDA REPORT

TO: City Manager
FROM: Assistant City Engineer Bruce Irish
SUBJECT: 3M Cash Connection to Minnehaha Water Main
DATE: January 17, 1992

Introduction

3M proposes to connect its development on Minnehaha to the water main constructed as part of Project 90-07. 3M was not assessed for this main, since it was assumed that the extensive internal system would be extended for service. 3M is opposed to payment of a cash connection charge in that they will have to make a significant investment to extend the water main from Minnehaha to provide adequate fire hydrant accessibility within their site.

Background

This conflict was thought to be resolved in July 1991. As explained in the attached copy of the agenda report for Change Order One of Project 90-07, the city agreed to waive a cash connection charge and allow 3M to connect to the Minnehaha main. 3M agreed to pay the city the \$19,150 cost of construction of a second augured crossing to provide a looped water main service. The looped water main was deemed necessary to provide adequate service for commercial/industrial service. 3M also agreed to give the city easements requested on Minnehaha for the water main built by the city. The looped water main on Minnehaha was completed.

Recommendation

There is no reason to change the previous understanding. It is an appropriate time for 3M to pay the city for the work and formalize the easements.

BAI

jc
Attachment

AGENDA REPORT

PROJECT NO. 90-07
FOLDER NO. 5
INITIALS KGH

TO: City Manager

FROM: Assistant City Engineer

SUBJECT: City Wide Water Main Extensions, Project 90-07--Change Order One

DATE: July 8, 1991

Introduction

The water main on Minnehaha between McKnight and Bartelmy was designed with the assumption that 3M probably would not utilize it. It was assumed that 3M would extend its internal water distribution system to service the property on the south side of Minnehaha when it was developed. However, in the course of negotiations for easement for the construction of the water main, 3M officials have indicated that they do intend to use the planned Minnehaha water main as a source of supply. This presents a technical problem and an administrative problem.

Background

Since the Minnehaha water main was conceived to serve only the residential properties on the north side, it was determined to be acceptable to construct as a dead-end extension of the stub on Bartelmy in the same manner as a cul-de-sac. However, the use of a dead-end main to supply a major commercial/industrial facility is not prudent. The presence of auto fire sprinkler systems in a commercial building makes the increased reliability and greater available flow rates derived from a looped connection appropriate.

Since Minnehaha is a high traffic county road that was overlaid last year, trench construction across the pavement is not an alternate. It is necessary to auger a casing pipe to make the second connection. It was also for the reason of the additional cost associated with such a crossing that the looped connection was not incorporated into the initial design. A design for the crossing has been developed. The contractor has given a price of \$15,314.64 for this connection as is itemized in the attached July 3, 1991 correspondence. The cost itemization is reasonable. When the indirect costs at 25% are factored in, this looped connection at Minnehaha and McKnight would total \$19,150.00.

3M was not assessed for the main construction on Minnehaha. They are opposed to a cash connection in that they will not directly serve their facilities with a service connection to this main.

Rather, they will extend from it with a private internal system. This is analogous to a subdivision extension wherein the developer is permitted to connect onto the city system with additional mains provided. It is extended at the developer's cost.

It is proposed that 3M be given authorization to connect to the Minnehaha water main with no assessment or cash connection provided that they pay the requisite \$19,150.00 for the looped connection at McKnight and furnish easement on the south side of Minnehaha at no cost to the city. Such a resolution would be beneficial to the distribution system.

Recommendation

It is recommended that Change Order Number One be approved subject to concurrence by 3M upon payment for said off-site improvements.

BAI

jw
Attachment



Wayne E. Brown
 Gregory W. Brown
 Michael H. DeVine
 Dennis E. Cowan
 Geno J. Orfei
 Guy J. Larson
 Ralph H. Larson

July 3, 1991

Mr. Bil Priebe
 City of Maplewood
 Department of Public Works
 1830 East Co. Rd. B
 Maplewood, MN. 55109

RE: Quotation For Boring Additional 24" Crossing
 Minnehaha Ave. 3M - Area 12, Project 90-07
 Our File: #834

Gentlemen:

We are pleased to quote as follows on the foregoing project:

ITEM	MN/DOT	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
4-2A	0504.601	24" Steel Casing, Jacked	L.S.	L.S.	10,320.00
4-3	0504.602	Connect to Exist. Watermain	1 EA.	378.00	378.00
4-5	0504.602	Salvage Exist. Hydrant	1 EA.	460.00	460.00
4-6	0504.602	Salvage & Reinstall Exist. Valve & Box	1 EA.	100.00	100.00
4-7	0504.602	6" M.J. Hydrant Assembly	1 EA.	1,160.00	1,160.00
4-19	0504.603	8" S.J.D.I.P. WM, CL-52	44 L.F.	16.95	745.80
4-20	0504.603	8" R.J.D.I.P. WM, CL-53	86 L.F.	22.00	1,892.00
4-24	0504.603	Poly - Encasement	130 L.F.	0.43	55.90
4-28	0504.603	D.I. Fittings AWWA, C153	139 LBS.	1.46	202.94
TOTAL AMOUNT OF PROPOSED CHANGE ORDER:					\$15,314.64

Thank you for the opportunity of quoting you on this work.
 Please advise us as soon as possible if you intend to proceed with this work so that we may order necessary materials.

Sincerely,
 Brown & Cris, Inc.
 Geno Orfei
 Vice President

GO/nb
 cc: Guy Larson
 #834-C

East Frontage Road of I-35 — 19740 Kenrick Avenue, Lakeville, Minnesota 55044
 Phone 612-469-2121 • Fax 612-469-2463

"An Equal Opportunity Employer"



Endorsed _____

Modified _____

Rejected _____

Date _____

MEMORANDUM

TO: City Manager
 FROM: Ken Roberts, Associate Planner
 SUBJECT: Preliminary Plat and Zoning Map Change
 APPLICANT: Gerald Mogren
 PROJECT: Kohlman Lake Overlook Fourth Addition
 DATE: December 31, 1991

SUMMARY**INTRODUCTION**

Mr. Mogren is requesting approval of the Kohlman Lake Overlook Fourth Addition preliminary plat. He is proposing 36 single-dwelling lots in two phases of 18 lots each. Phase One would be the lots on Walter Street and Phase Two would be the lots on Edward Street. The City is constructing Walter Street and should complete it in 1992.

Staff is recommending that the City change the zoning map for this site from F (farm residential) to R-1 (single-family residential).

DISCUSSION**Outlot A**

There is a 31-foot-wide outlot along the east side of the plat. This outlot is shown on page 8. The developer proposes to keep this outlot for possible use with the property to the east. This property (1134 County Road D) is only 144 feet wide. (See the map on page 6.) When Frank Street is extended north, the lots on the west side of 1134 County Road D would be only 115 feet deep. This would meet Code, but adding Outlot A would allow for lots with larger rear yards that are typical in Maplewood.

The City should require that Outlot A be combined with 1134 County Road D or omit the outlot and plat this land with the proposed lots in the Fourth Addition. The City should not allow this outlot to remain as a separate parcel. It may go tax delinquent, without anyone maintaining it. This may become a source of complaint about weeds or trash. This happened when the City allowed an outlot along the rear yards of the Tilsen plats, south of Gall Avenue, between McKnight Road and Bellaire Avenue.

Grading

The developer has graded the site along Walter Street and has rough graded the site along proposed Edward Street. The developer did this grading with the construction of Walter Street. Most of the trees on the site are along the west

property line. The developer will not be grading any further to the west, so these trees will remain.

There would be some steep (2:1) slopes along the common rear property lines of the lots. The City Engineer told me that the developer should landscape these slopes to prevent long-term erosion or change to no more than a 3:1 slope. The landscaping should be something that requires no mowing and little or no maintenance.

Zone Change

Staff is recommending that the City change the zoning map for this site from F (farm residential) to R-1 (single-dwelling residential). The City has done this with previous plats that had an F zone. This change will prevent the property owners from doing any activities that might be a nuisance (farming or nurseries) to the other neighbors.

RECOMMENDATIONS

1. Approve the Kohlman Lake Number 4 preliminary plat, subject to the completion of the following conditions before final plat approval:
 - a. The City Engineer approving final grading, utility, drainage, erosion control and street plans. The erosion control plan shall be consistent with the Ramsey Soil and Water Conservation District Erosion and Sediment Control Handbook.
 - b. Planting all steep slopes (those greater than 3:1) with permanent, low-maintenance vegetation that does not require mowing. The developer shall record a deed restriction with Lots 1 - 9, Block 2 of Phase 1, Lots 1 - 18, Block 1 of Phase 2 and Outlot A. This restriction shall prohibit the owner from disturbing the slope and the required vegetation without City approval.
 - c. Showing drainage and utility easements on the final plat along all property lines. These easements shall be ten feet wide along the front and rear property lines and five feet wide along the side property lines.
 - d. The City Engineer approving a signed developer's agreement and escrow for any uncompleted public improvements and landscaping required by the City.
 - e. Revising the plat to show a twenty-foot-wide drainage easement centered on the property lines between Lots 13 and 14 and Lots 6 and 7 of Block 1 of Phase 2.

- f. Combining Outlot A with the adjacent property to the east or omit the outlot and plat this land with the proposed lots in the Fourth Addition.

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.

2. Approve the resolution on page 11 to change the zoning on this property from F (farm residential) to R-1 (single-dwelling residential). This zone change is based on the findings required by ordinance and that the R-1 zoning is consistent with the City's land use plan.

REFERENCE

SITE DESCRIPTION

Area: 15.0 acres

Existing land use: Partially developed with Walter Street and some site grading.

Property Owner: Frattalone Mogren Kohlman Lake Joint Venture

SURROUNDING LAND USES

North: Undeveloped property planned for single-family homes. An Amoco pipeline goes through this property from southeast to northwest. There also are high-voltage electric transmission lines along the common property line of this property and the proposed plat.

East: Undeveloped parts of long (1,485 feet) lots that front on County Road D. The City has planned these properties for single-family homes.

South: Kohlman Lake Overlook Numbers 2 and 3 subdivisions for single-family homes.

West: Large lots with single-family homes in Little Canada.

PLANNING

Land Use Plan Designation - RL (residential low density)

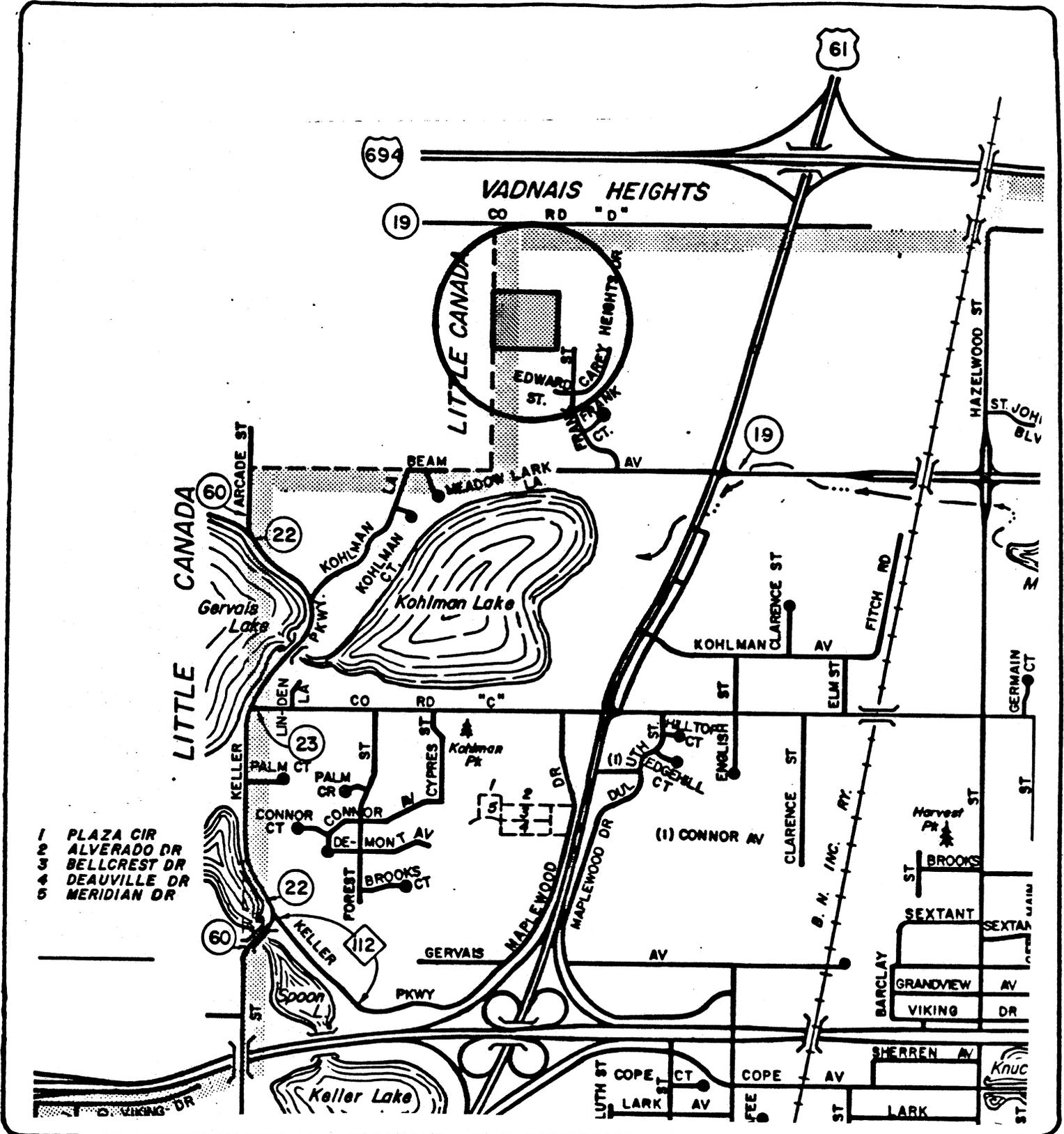
Proposed Density: 2.4 homes per acre

mb\mem\kohlman

kr\memo29.mem (4-29)

Attachments

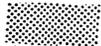
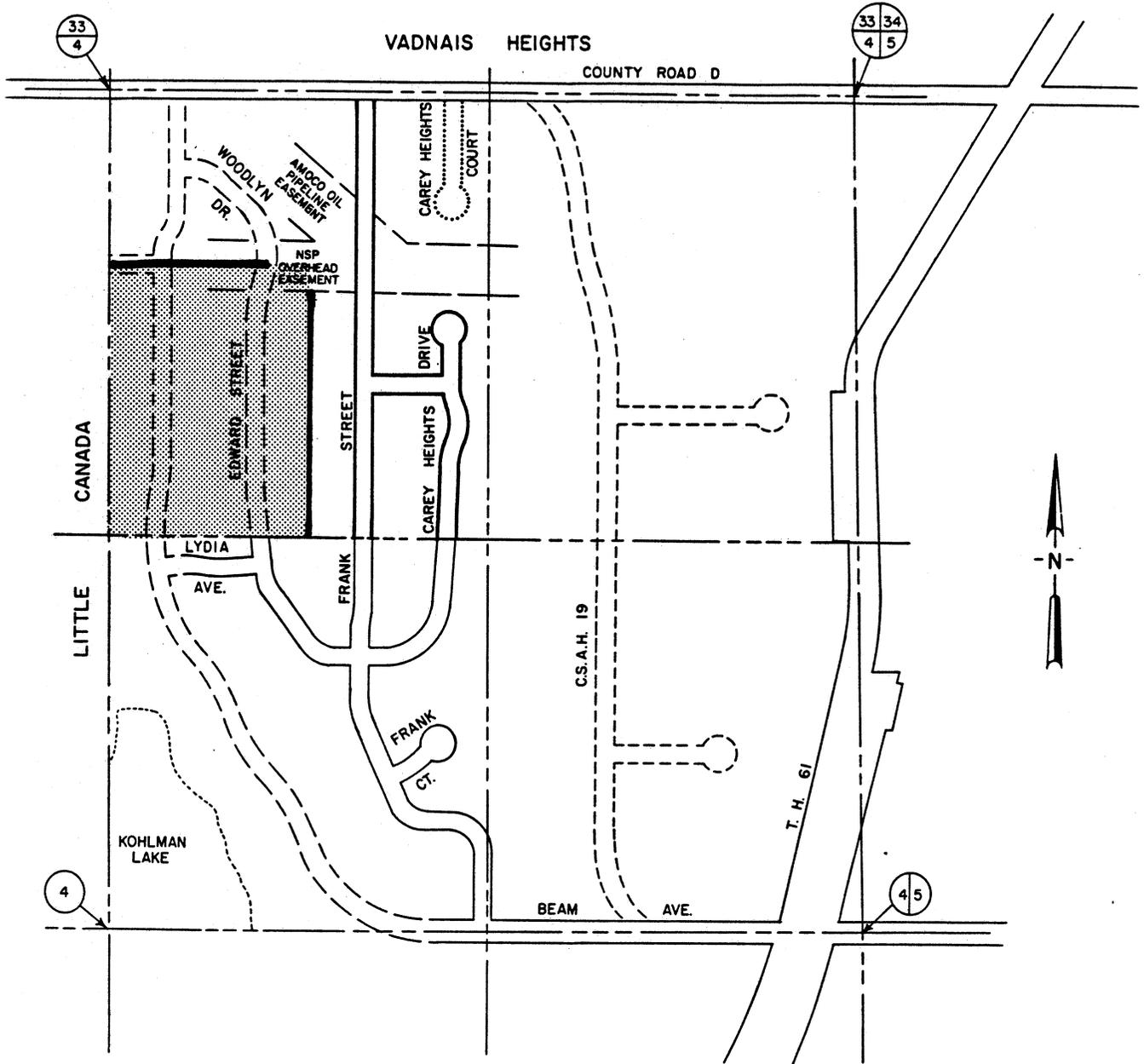
1. Location Map
2. Property Line/Zoning Map
3. Project 88-09 Feasibility Study Area Map
4. Preliminary Plat
5. Utility Plan
6. Proposed Grading Plan
7. Zoning Map Change Resolution



LOCATION MAP

 SITE



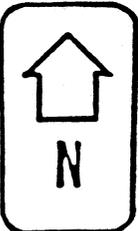


KOHLMAN LAKE OVERLOOK NO. 4

- PHASE 1
- - - PHASE 2
- FUTURE

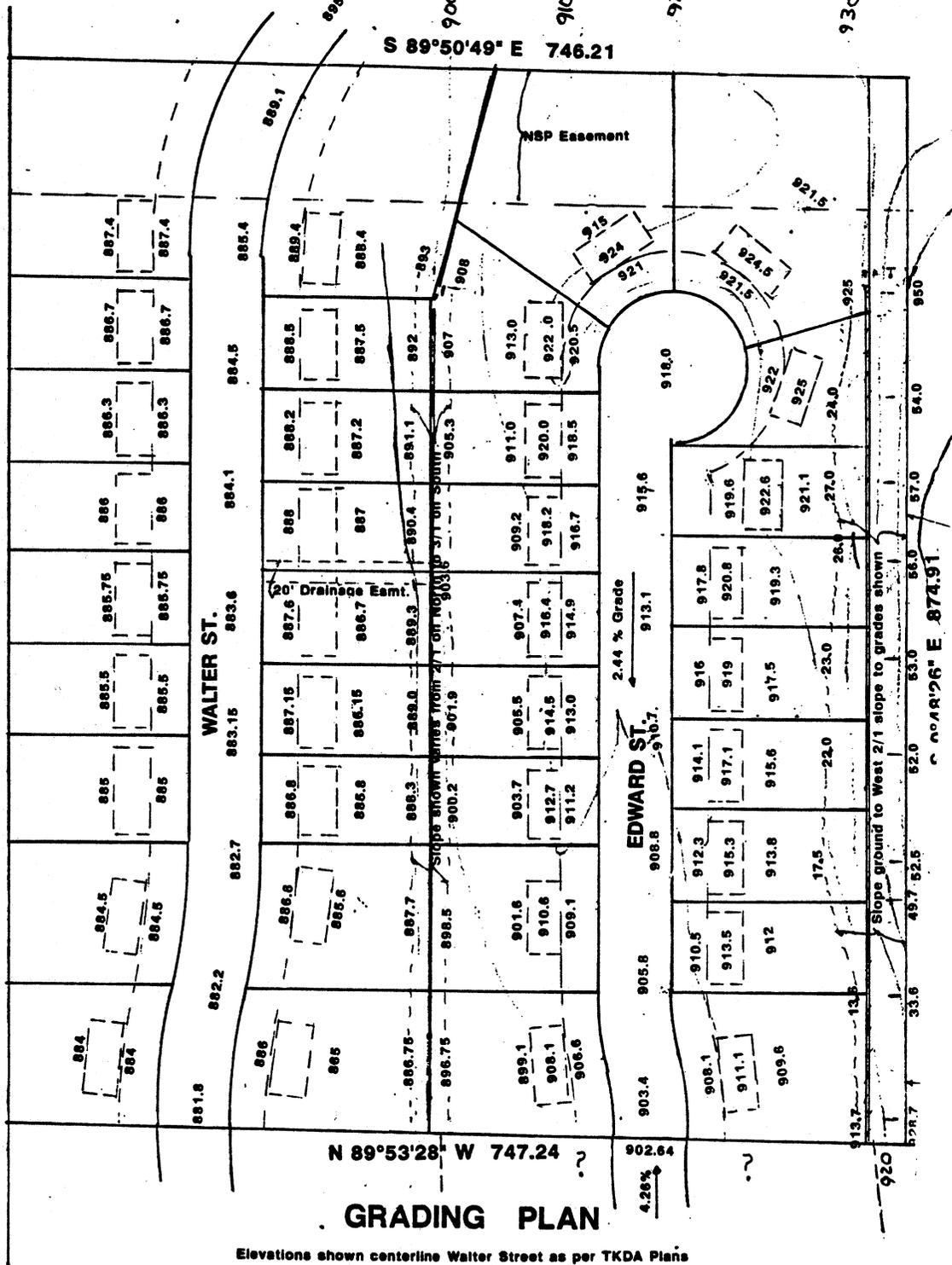
**CAREY HEIGHTS DRIVE
CITY PROJECT NO. 88-09**

FEASIBILITY STUDY



N 0°44'20" W 875.47

S 89°50'49" E 746.21



N 89°53'28" W 747.24

GRADING PLAN

Elevations shown centerline Walter Street as per TKDA Plans
Elevation South line of end Centerline of Edward St. as per TKDA

PROPOSED GRADING PLAN



RESOLUTION: ZONING MAP CHANGE

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

WHEREAS, this change applies to the property located in the N.W. 1/4 of the N.E. 1/4 of Section 4, Township 29, Range 22 south of County Road D. The legal description is:

That part of the Northwest quarter of the Northeast quarter of Section 4, Township 29, Range 22 which lies West of the East 20 acres thereof and which lies Southerly of the following described line: Commencing at the Northwest corner of said Northwest quarter; thence South 0 degrees 05 minutes 33 seconds East (assumed bearing) along the West line of said Northwest quarter of Northeast quarter a distance of 639.80 feet to the point of beginning of the line to be herein described; thence South 89 degrees 50 minutes 34 seconds East to a point on the West line of the East 20 acres of said Northwest quarter of Northeast quarter distant 636.90 feet southerly of the North line of said Northwest quarter of Northeast quarter and there terminating. Subject to Northern States Power easement and other easements of Record, all in Ramsey County, Minnesota.

WHEREAS, the history of this change is as follows:

1. On January 6, 1992, the Planning Commission recommended that the City Council approve the change.
2. The City Council held a public hearing on _____, 1992. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing an opportunity to speak and present written statements. The Council also considered reports and recommendations from the City staff and Planning Commission.

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

1. The proposed change is consistent with the spirit, purpose and intent of the zoning code.
2. The proposed change will not substantially injure or detract from the use of neighboring property or from the character of the neighborhood, and that the use of the property adjacent to the area included in the proposed change or plan is adequately safeguarded.

3. The proposed change will serve the best interests and conveniences of the community, where applicable, and the public welfare.
4. The proposed change would have no negative effect upon the logical, efficient, and economical extension of public services and facilities, such as public water, sewers, police and fire protection and schools.
5. The R-1 zoning is consistent with the City's land use plan.

Adopted on _____, 1992.

j1
res\FtoR-1

MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 EAST COUNTY ROAD B, MAPLEWOOD, MINNESOTA
JANUARY 6, 1992

1. CALL TO ORDER

Chairperson Axdahl called the meeting to order at 7 p.m.

2. ROLL CALL

Commissioner Roger Anitzberger	Present
Commissioner Lester Axdahl	Present
Commissioner Lorraine Fischer	Present
Commissioner Jack Frost	Present
Commissioner Gary Gerke	Present
Commissioner Mary Martin	Present
Commissioner Gary Pearson	Present
Commissioner William Rossbach	Present
Commissioner Marvin Sigmundik	Absent
Commissioner Brian Sinn	Present

3. APPROVAL OF MINUTES

a. December 16, 1991

Commissioner Fischer moved approval of the minutes of December 16, 1991, as submitted.

Commissioner Martin seconded

Ayes--Anitzberger,
Axdahl, Fischer, Frost,
Gerke, Martin, Pearson,
Rossbach

The motion passed.

4. APPROVAL OF AGENDA

Commissioner Fischer moved approval of the agenda as submitted.

Commissioner Pearson seconded

Ayes--Anitzberger, Axdahl,
Fischer, Frost, Gerke, Martin,
Pearson, Rossbach

The motion passed.

5. NEW BUSINESS

a. Kohlman Lake Overlook Fourth Addition: Preliminary Plat and Zoning Map Change

Commissioner Sinn arrived at the meeting at this time.

Ken Roberts, Associate Planner, presented the staff report.

In response to a question, staff said the property west of Frank Street would be better utilized by combining Outlot A with that property. When Frank Street is extended and the property west of Frank Street is developed, those rear yards of the lots west of Frank Street would then become more typical in size to other lots in Maplewood.

Frank Frattalone, 3205 Centerville Road, said he would like to negotiate an agreement with the owner of the property west of Frank Street to give that owner Outlot A in return for a grading easement for the property east of Edward Street.

Commissioner Fischer moved the Planning Commission recommend:

- (1) Approval of Kohlman Lake Number 4 preliminary plat, subject to the completion of the following conditions before final plat approval:
 - (a) The City Engineer approving final grading, utility, drainage, erosion control and street plans. The erosion control plan shall be consistent with the Ramsey Soil and Water Conservation District Erosion and Sediment Control Handbook.
 - (b) Planting all steep slopes (those greater than 3:1) with permanent, low-maintenance vegetation that does not require mowing. The developer shall record a deed restriction with Lots 1-9, Block 2 of Phase 1, Lots 1-18, Block 1 of Phase 2 and Outlot A. This restriction shall prohibit the owner from disturbing the slope and the required vegetation without City approval.
 - (c) Showing drainage and utility easements on the final plat along all property lines. These easements shall be ten feet wide along the front and rear property lines and five feet wide along the side property lines.
 - (d) The City Engineer approving a signed developer's agreement and escrow for any uncompleted public improvements and landscaping required by the City.
 - (e) Revising the plat to show a twenty-foot-wide drainage easement centered on the property lines between Lots 13 and 14 and Lots 6 and 7 of Block 1 of Phase 2.
 - (f) Combining Outlot A with the adjacent property to the east or omit the outlot and plat this land with the proposed lots in the Fourth Addition.

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.

- (2) Approval of the resolution changing the zoning on this property from F (farm residential) to R-1 (single dwellings). This zone change is based on the findings required by ordinance and that the R-1 zoning is consistent with the City's land use plan.

Commissioner Frost seconded Ayes--Anitzberger, Axdahl,
Fischer, Frost, Gerke, Martin,
Pearson, Rossbach, Sinn

The motion passed.

b. Rules of Procedure

Commissioner Frost moved the Planning Commission approve the Rules of Procedure as submitted.

Commissioner Fischer seconded Ayes--Anitzberger,
Axdahl, Fischer, Frost,
Gerke, Martin, Pearson,
Rossbach, Sinn

The motion passed.

c. Planned Unit Developments

Commissioner Rossbach reported on a meeting he attended with the City Attorney and the Director of Community Development. Commissioner Rossbach suggested the Commission meet with the Council to explain why a PUD ordinance or overlay is necessary, how it would be implemented, and to present to the Council examples of land suitable for PUD development. It was decided that staff would invite Council to meet with the Commission on the topic of planned unit developments.

Commissioner Martin moved to invite the City Council to meet with the Planning Commission on either January 23, 28, or at 6 p.m. preceding the January 27 Council meeting.

Commissioner Rossbach seconded Ayes--Anitzberger,
Axdahl, Fischer, Frost,
Gerke, Martin, Pearson,
Rossbach, Sinn

The motion passed.

Staff reported the regular meeting date for the second Planning Commission meeting in January falls on a holiday.

Action by Council:

I-1

AGENDA REPORT

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager
FROM: Assistant City Manager *Gregory Muglich*
RE: 1992 COUNCIL APPOINTMENTS
DATE: January 17, 1992

INTRODUCTION

At the January 13th meeting, the City Council directed staff to investigate the required qualifications for The Partnership and the Valley Branch Watershed District appointed City representatives.

The Partnership

According to their bylaws, an elected official from each local governmental unit should be appointed. Marilyn Vars wanted it noted that The Partnership is thinking about expanding their role to include the subjects of family violence and cultural diversity in addition to the current project of drug abuse.

Valley Branch Watershed District Technical Advisory Committee

The VBWD is seeking a Maplewood representative who is technically trained in the field. This could be an elected official or a staff member. There is no set schedule for meetings. Based on the need for a technically trained person in this area, City Engineer Ken Haider appears to be the most likely candidate for this appointment.

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

AGENDA REPORT

TO: City Manager
FROM: Assistant City Manager *Gretchen Maglich*
RE: DISPOSITION OF HOUSE AT 1810 E. COUNTY ROAD B
DATE: January 20, 1992

INTRODUCTION

At the January 6, 1992 Council/Manager meeting, the City Council discussed what should be done with the empty house located at 1810 E. County Road B. Council directed staff to place this item on the next City Council meeting agenda.

The memo dated December 24, 1991 is attached.

RECOMMENDATION

It is recommended that the Council authorize staff to notify the Joint Fire Chiefs that the house is available for them to use for burn exercises; the Parks & Recreation department be granted salvage rights to the inside of the house; and following the burning of the building, staff coordinate the clean-up of the foundation and site.

M E M O R A N D U M

TO: City Manager
FROM: Assistant City Manager
RE: HOUSE AT 1810 EAST COUNTY ROAD B
DATE: December 24, 1991

At the December 5, 1991 Council/Manager meeting, the City Council requested that staff list the items and estimated costs to bring the house at 1810 E. County Road B into compliance for rental property.

During the past two weeks, Bob Wenger, Jim Embertson, Ken Collins and I visited the property. We were surprised to find that the interior of the house has been selectively vandalized. We were aware that one of the fire departments had mistakenly entered the house to salvage cabinets last month. However, someone else had entered the home and removed the copper piping from the house. To reach the copper piping, the downstairs ceiling and bathroom/hall walls had been destroyed. At this time, we don't know who had access to the house. A broken downstairs window was found and boarded up about 4 weeks ago, but the damage was not noticed at that time.

Bob Wenger prepared the attached list housing code violations. A general estimate provided by staff members is:

General cosmetic work (ceilings, walls, bathrooms, windows, doors, outside decking)	\$10,000
City water connection	\$ 4,500

The property tax situation must also be given consideration if the property is to be rented. Per the County Taxation and Records Administration, the property taxes would triple if it were to become a non-homestead property. The 1991 homestead taxes were estimated at \$680.* The new non-homestead taxes would be approximately \$2,000 per year. Currently, the property is non-taxable starting in 1992.

It seems inappropriate to repair the house for rental property for several reasons: the current condition of the house, the lack of city water, the increased property taxes, and the City Attorney's opinion regarding the increased liability. Therefore, I didn't have the plumbing inspector, electrical inspector, or a contractor look at the property. If you would like me to obtain a more detailed list than Bob Wenger's attached list, please let me know.

* Because the commercial property and the house are on the same parcel, they share the same property tax statement. Therefore, the property tax is based on the assumption of 1% x \$68,000 assessed value.

Twin Cities Habitat

Twin Cities Habitat for Humanity notified us that they are not interested in the house. The next step in the process that was approved by the Council is to turn the building over to the fire departments for a burning exercise. The Parks and Recreation department has requested that they be given permission to salvage cabinets, etc. in the building before it is destroyed.

MEMORANDUM

Action by Council:

- Endorsed _____
- Modified _____
- Rejected _____
- Date _____

TO: City Manager

FROM: Assistant City Manager *Gretchen Maglich*

RE: CHARITABLE GAMBLING

DATE: January 17, 1992

INTRODUCTION

At the November 25, 1991 meeting, staff was directed to research and provide a detailed report about charitable gambling. Issues to be addressed included:

- * State law and Maplewood's ordinance;
- * the calculation of the "net profit" which is the basis of the contribution to the City;
- * enforcement of the organization's profitability;
- * City's legal ability to change the current formula;
- * expected fund balance at year-end 1991 and projected revenues for future years;
- * suggested projects for which the contributed funds can be spent; and
- * a recommended process for distribution of the funds.

At the January 6, 1992 Council/Manager meeting, the City Council directed staff to place this item on the January 27th agenda. The charitable gambling ordinance was already scheduled to return to the Council so that the bingo ordinance could be incorporated into the new charitable gambling ordinance. If the Council wants changes made to the charitable gambling ordinance, the proposed changes will be presented with the recommended bingo changes at a future meeting.

This report is an expanded version of the report that the City Council received at the January 6th Council/Manager meeting. Some sections have been added and revised.

STATE LAW AND MAPLEWOOD'S ORDINANCE

State Law

Ten Percent of "Net Profits"

Under Minnesota State law, a city can require that an organization contribute up to ten (10) percent of its net profits to a separate fund administered and regulated by the City Council. These contributions can be used for "lawful purpose" expenditures.

Local Gambling Tax - 3% of gross receipts

In addition, the law allows a city to collect up to a three percent (3%) tax on the gross gambling receipts, less the amount of the prizes actually paid out. This is called a **local gambling tax**. This 3% can only be used to cover the costs involved in regulating charitable gambling within the city. This would include costs associated with policing gambling activities, processing State gambling license forms, and responding to inquiries regarding gambling laws and regulations. This 3% tax is in lieu of all other local taxes and local investigation fees for lawful gambling in the city. The first draft of the charitable gambling ordinance presented to the City Council contained the 3% provision.

Local trade area

State law also allows cities to require that a licensed organization expend all or a portion of its expenditures for lawful purposes within the city's trade area. The trade area must be defined in the ordinance as well as the percent. A trade area must include each city contiguous to the regulating city. In the case of Maplewood, the trade area would include the cities of St. Paul, Woodbury, Oakdale, Little Canada, Roseville, Newport, Vadnais Heights, North St. Paul, and White Bear Lake.

Maplewood's Ordinance

Of the three possible requirements that State law allows, Maplewood requires only one. Maplewood's current ordinance requires that each licensed organization contribute 10% of its net profits derived from lawful gambling operations within Maplewood. The contribution is deposited into a fund administered by the City for disbursement for lawful purposes. The City does not require the 3% of gross receipts for administration of the gambling ordinance, nor does the City require organizations to spend their profits within a trade area.

Profits Before and After the Adoption of Ordinance

Before the enactment of this charitable gambling ordinance, three local non-profit organizations were conducting lawful gambling in their own buildings. Two of the organizations conducted occasional gambling which were usually open to the public. The other group conducts gambling daily, and only members and their guests are allowed in the building. Previous to the adoption of the City's gambling ordinance, these three groups kept all of their proceeds from their on-site operation.

The adoption of the City's charitable gambling ordinance not only allows licensed organizations to conduct **off-site** gambling operations, but also requires them to contribute 10% of net profits to a City-administered fund. This means that whether the group conducts on-site, off-site, open to public or members-only gambling, the City collects 10% of the net profits. The vast majority of the profits that are being realized by local non-profit organizations from their gambling operations did not exist before the City adopted the ordinance, because off-site operations were not previously allowed. However, two of the local organizations that conducted gambling before the adoption of the City's ordinance have chosen not to operate off-site. These two operations have not expanded their gambling, but they are now required to contribute 10% of their net profits to the City.

CALCULATION OF "NET PROFIT"

The City's ordinance states that the organization must contribute 10% of its net profits derived from lawful gambling that is conducted within the City. "Net profits" is defined in the ordinance as gross profits less amounts actually expended for allowable expenses. State law includes a list of twelve items which are "allowable expenses". These include prizes; gambling supplies and equipment; rent; utilities related to gambling occasions; payroll; maintenance of gambling devices; accounting services; license renewal; bond for gambling manager; insurance on gambling activities; investigation fee; and one-third of the amount of increase in the annual premium of the liability insurance.

To determine the amount that the licensed organization must contribute, City staff developed a computation sheet. The computation is gross profits (taken from State reporting form) **minus** any of the allowable expenses that are listed in the previous paragraph. The organization is responsible to contribute 10% of that figure.

Representatives from organizations that operate licensed charitable gambling in Maplewood as well as other cities have stated that Maplewood's formula for net profits is different than other cities. To find out the differences, several cities that require the 10% contribution were contacted about their formula. We found that the cities of Bloomington, Crystal, St. Paul, and Roseville have formulas which differ slightly from Maplewood's. **The basic difference is that these other cities allow expenses which are not included in the State statute - taxes paid to the State and taxes paid to pull tab distributors. Since these taxes are not included in the State's "allowable expense" list, Maplewood does not consider them a legal deduction.** This means that in these other cities, the allowable expenses are greater, net profits are lower, and therefore, the 10% contribution is slightly less. To see the real difference in dollars, our Finance department calculated the contributions for several organizations with the two different formulas - with and without taxes as an allowable expense. The calculation revealed that the difference in required contributions varied from less than \$100 to over \$12,000.

ENFORCEMENT OF PROFITABILITY

Another difference between cities is the enforcement of profitability. State law requires that the allowable expenses do not exceed 50% of gross profit. The purpose of this law is two-fold - to ensure that an organization is not artificially increasing its expenses and to ensure that the charitable gambling operation is being run properly and profitably.

The State enforces this provision on an annual basis at the time of license issuance. When the organization applies for the next year's license, the documentation about profit level is reviewed for the 50% minimum. If the organization fails to achieve the 50% profit level, the State simply does not relicense them. (It should be noted that the State takes its cut in gambling taxes at the time of license issuance).

Maplewood currently enforces this provision on a monthly basis. Maplewood reviews the forms submitted monthly to make sure that the organization's net profit is at least 50% of their gross profit (allowable expenses do not exceed 50% of their gross profit). This is done to ensure that the City is collecting the proper amount for the dedicated fund. If it were done on an annual basis, there is a potential problem of the City attempting to collect dollars that the organization does not have. The cities of Crystal and St. Paul require that the reporting forms be submitted monthly, but the review of profit margin is based on a twelve month period.

CHANGES TO THE FORMULA

According to the City Attorney, Maplewood may change the formula for the calculation of "net profit" if it so chooses.

EXPECTED REVENUE

Through October, 1991, the estimated balance in this account is \$58,000. Based on the number of licenses that have been issued to date, revenue from charitable gambling is estimated at \$84,000 per year.

EXAMPLES OF LAWFUL PURPOSE EXPENDITURES

The revenue that is contributed is to be spent on "lawful purposes". The licensed organization as well as the City are required to follow the same "lawful purpose" expenditure guidelines. A section of the Minnesota statute defines "lawful purpose". The following list of items are examples of appropriate expenditures:

- 1) Any expenditure or contribution to a 501(c)(3) organization (non-profit);
- 2) a contribution to person(s) suffering from poverty, homelessness or disabilities - the funds must be used to relieve the effects of these conditions;
- 3) a contribution or expenditure on a public or private nonprofit educational institution;
- 4) a contribution to a scholarship fund;
- 5) recreational, community, and athletic facilities for persons under the age of 21;
- 6) humanitarian or veteran organizations;
- 7) transportation services for the elderly or disabled; or
- 8) youth and family counseling.

"Lawful purpose" **does not include:**

- 1) any expenditure or contribution for election of candidates for public office or promotion of a ballot question;

- 2) any activity intended to influence an election or governmental decision;
- 3) the acquisition, improvement, expansion, or maintenance of real property with numerous exceptions;
- 4) a direct contribution to a law enforcement or prosecutorial agency.

A survey was conducted of 15 metro area cities regarding charitable gambling. A copy of the complete survey is attached. To summarize the survey of 15 cities:

- ▶ 14 allow charitable gambling;
- ▶ 6 require that the licensed organizations spend the money in the trade area for community events rather than contributing to the city;
- ▶ 6 require that the licensed organization contribute 10% or less of net profits to a fund established by the city; and
- ▶ 4 collect the 3% gambling tax for enforcement purposes.

North St. Paul, Roseville, White Bear Lake, and Little Canada are neighboring cities, and a short summary of their policies may be of some interest. **North St. Paul** requires that the organizations spend a certain percentage of their profits within the trade area. **Roseville** collects the 3% of gross profit for enforcement, 10% of net profits for community expenditures, and requires that the organizations spend a percentage of their profits within the trade area. **White Bear Lake** collects 2% of net profit which is used for the City's counseling center and park purposes. **Little Canada** collects the 3% of gross profit for enforcement and the 10% of net profit for park purposes and items associated with the new fire station and City Hall (i.e. flag pole installations).

Some of the possible uses for the funds have been discussed by the City Council in the past. Suggested expenditures include:

- * Fourth of July celebration
- * Social service programs such as Senior Share-A-Home
- * NEST
- * D.A.R.E. program
- * Park and recreational programs
- * Contribution to East Community Family Services

- * Local food shelves
- * Holiday food and toy drives
- * Senior programs

In the past, local community organizations have made donations to the City for specific purposes such as the Fourth of July fireworks, Police Department open house and cadets program, and lobby furniture. A major advantage in collecting the 10% of net profits is that the City will be relieved of the burden of soliciting donations for those community-wide programs. Staff will no longer have to ask local service organizations for contributions; staff will apply to the Council for a share of the charitable gambling funds.

DISTRIBUTION OF FUNDS

Another decision the City Council must make is the process by which the funds are distributed.

1. **A citizen committee appointed by the City Council.** The Committee accepts applications once a year, reviews the applications, and submits a recommendation to the City Council for disbursement of funds. As with other city funds, the City Council is the body that makes the final decision.
2. **Designate projects annually when the new budget is adopted.** As part of the proposed budget adoption, the City Council could designate the City projects for which the funds will be used.
3. **Accept requests throughout the year and evaluate each one independently.** In past years, special programs such as the Senior Citizen Valentine Party have requested donations. The Council could donate money from this fund.
4. **On an annual basis, applications are submitted for Council committee and staff review.** Every spring, the City Council would consider the distribution of funds collected in the previous year to local non-profit organizations. Through a publicized application process, the applications would be evaluated based on specific criteria established by the Council. A two member Council committee with staff would review the applications and make a final recommendation to the City Council. Examples of qualifying criteria are: projects of city-wide impact and significance; programs for youth groups or seniors; or recreational events.

RECOMMENDATION

It is recommended that the existing ordinance and computation formula remain in place. Our ordinance is a compromise between the most liberal (no restrictions) and the most conservative (requiring the 3% of gross, 10% of net, and the trade area restrictions). The computation formula also follows the State statute's list of allowable expenses, and therefore, is the most sound and one of the easiest to understand.

Appropriate "lawful expenditures" within the City should be for projects which impact Maplewood residents and businesses. Suggested projects for the special fund are: expenses associated with the Fourth of July event; Community Clean-up Day (Arbor Day) - trees, public relations material; a contribution to NEST; Senior Citizen Valentine Party; park play equipment; trees for parks; Senior Share-A-Home program; contribution to East Community Family Services; contribution to Christmas Toy and Food Drive; Toys For Tots.

A recommended means of fund distribution is that on an annual basis, the City Council would review the balance in the account and determine which projects should receive funds. An accurate account balance is available after the audit is completed each February. At one of the meetings in March, the City Council could officially designate specific programs/projects as well as the amount of funds for each. The funds that would be promised would be those contributions from the previous year. Each year the amount of funds available and the designated projects would be re-evaluated.

M E M O R A N D U M

INTRODUCTION

My name is Scott Steele. I am a student at Hill-Murray, this report was done for my government class.

BACKGROUND

I did a phone survey on charitable gambling. This was done by calling fifteen (15) cities. Some basic questions were asked, and the answers were written down. These are the results of the survey. These were the questions that were asked.

- 1) Does your city allow charitable gambling?
- 2) If so, through the ordinance, does the city require a percent of the net profit for contribution? (This contribution is independent of the 3% used for enforcement). How much? (Maximum is 10%)
- 3) What does the city do with the money? What lawful purpose expenditures are designated for it?
- 4) What is the mechanism used to distribute the money? Does the Council decide or is a resident committee established to review applications?

SUMMARY

Of the fifteen cities that I contacted, fourteen allow charitable gambling. Six cities require some sort of contribution to either a city-administered fund or to the city for enforcement purposes. Five out of those six cities require a certain percentage contribution of net profits, and these funds are spent for "lawful purposes" within the community. Examples of lawful purpose expenditures are contributions to a community counseling center and city youth programs. Six out of the fifteen cities require that the licensed organization spend or contribute a percentage of their net profits within their trade area.

SURVEY RESULTS

Questions

CITY	ALLOW/NOT A	% TO CITY	EXPENDITURE	DECISION
North St. Paul	yes	none	Places must put 60% in trade area.	
Roseville	yes	10% net 3% gross	75% in trade area; Funds for the community.	Resident Committee
White Bear Lake	yes	2%	50% counseling fund, 50% park improvement	City Council
St. Paul	yes	10%	City Youth Fund, other funding	Council, Park and Recreation reviews appls.
Woodbury	yes	none	Each org. gives to sports	
Bloomington	yes	10%	Help rehab compulsive gamblers, donations	City Council
Golden Valley	yes	10% in 1992	Adventure Club, donations	Board of Directors Residents & City staff
Crystal	yes	no	10% of net profits in trade area	
Robbinsdale	yes	none		
Blaine	yes	none	trade area	
Eden Prairie	no			
Brooklyn Center	yes	none	trade area	
Eagan	yes	none	community orgs	
Plymouth	yes	none	trade area	
Fridley	yes	3% gross	none	
Little Canada	yes	10% net 3% gross	Parks & Recreation Fire Station/City Hall	Council

JANUARY 31, 1992

Action by Council:

Endorsed_____

Modified_____

Rejected_____

Date_____

DEAR MAYOR AND COUNCIL MEMBERS:

IN COMPLIANCE WITH ARTICLE II, SECTION 21-20 OF THE MAPLEWOOD CITY ORDINANCE, THE PARK AND RECREATION COMMISSION HEREBY SUBMITS ITS ANNUAL REPORT AND 1992 ACTIVITY PLAN.

IN PREPARATION FOR THIS REPORT, WE REVIEWED THE ACCOMPLISHMENTS OF THE PAST YEAR AND DISCUSSED THE VARIOUS PROGRAMS AND ACTIVITIES WE WISH TO PURSUE IN THE COMING YEAR. OUR CONTINUING GOAL IS DEDICATED TO PROMOTING OUR CITY WITH PRIDE AND BY ESTABLISHING AND MAINTAINING A QUALITY PARK SYSTEM, GEARED TO THE CONTINUALLY CHANGING DEMOGRAPHICS OF THE COMMUNITY.

WE APPRECIATE YOUR PAST SUPPORT AND ANTICIPATE CONTINUED INTERACTION BETWEEN THE COUNCIL AND COMMISSION DURING 1992.

WE ALSO APPRECIATE THE SUPPORT AND ASSISTANCE PROVIDED BY THE PARKS AND RECREATION DIRECTOR AND HIS DEDICATED STAFF IN THE DEVELOPMENT AND MAINTENANCE OF OUR PARK SYSTEM.

RESPECTFULLY SUBMITTED,

JEANNE EWALD, CHAIR
RITA BRENNER, VICE-CHAIR
CATHY TOLLEFSON, SECRETARY
JEFF CARVER
JOHN CHEGWYN
DONALD CHRISTIANSON
MICHAEL FIEBIGER
MAVIS HAWKINS
BONNIE QUALLEY

C: CITY CLERK

ACTIVITY PLAN OF THE PARK AND RECREATION COMMISSION FOR 1992
CITY OF MAPLEWOOD

AS WE LOOK FORWARD TO THE NEW YEAR, WE WISH TO REFLECT ON SOME OF THE EVENTS OF THE PAST YEAR TO MEASURE OUR ACCOMPLISHMENTS.

IN AN EFFORT TO FURTHER OUR GOAL OF INTERACTION BETWEEN COUNCIL AND COMMISSION MEMBERS, WE HELD A JOINT MEETING IN JUNE. WE ALSO PARTICIPATED IN A PLANNING COMMISSION SPONSORED TOUR OF MAPLEWOOD DEVELOPMENT, IN ADDITION TO OUR REGULAR SUMMER TOUR OF PARKS. 1991 SAW A CONCERTED EFFORT BY COMMISSION MEMBERS TO ATTEND COUNCIL MEETINGS TO PROVIDE ANY REQUIRED ADDITIONAL INFORMATION NECESSARY.

AS COMMISSION MEMBERS, WE FOUND OURSELVES INVOLVED IN NUMEROUS COMMUNITY EVENTS AND COMMITTEES. WE WERE REPRESENTED ON THE COMMUNITY CENTER ADVISORY COMMITTEE, THE SENIOR CITIZEN ADVISORY COMMITTEE AND THE COMMUNITY EDUCATION ADVISORY COMMITTEE, IN ADDITION TO SEVERAL SUBCOMMITTEES WITHIN THE FRAMEWORK OF OUR COMMISSION. WE PARTICIPATED IN THE OPEN HOUSE AT THE NATURE CENTER IN MAY AND THE FOURTH OF JULY CELEBRATION AT WAKEFIELD PARK.

A MAJOR EMPHASIS THIS YEAR WAS THE CONTINUED DEVELOPMENT IN OUR "IN PROGRESS" PARKS - GERANIUM, HARVEST, HAZELWOOD, HILLSIDE, PLAYCREST, SHERWOOD AND VISTA HILLS. THE PLANNING PROCESS INCLUDED SELECTING SPECIFIC PLAYGROUND EQUIPMENT FROM THE BIDS RECEIVED AND RECOMMENDING ITS PURCHASE AND INSTALLATION. THIS INCLUDED PRESENTATION OF THE DATA TO THE COMMUNITY AT A PUBLIC MEETING HELD IN APRIL. THIS EQUIPMENT WAS SUBSEQUENTLY INSTALLED AND RIBBON-CUTTING CEREMONIES WERE HELD IN TWO PARKS TO INCLUDE THE NEIGHBORHOOD RESIDENTS IN THE GRAND OPENINGS. SEVERAL COMMISSION AND COUNCIL MEMBERS WERE IN ATTENDANCE.

AT THE REQUEST OF THE COUNCIL, WE DEVELOPED A SYSTEMATIC PLANNING PROCEDURE TO BE FOLLOWED IN DEVELOPING PARKS IN THE FUTURE. THIS PROCESS WILL RESULT IN MORE FEEDBACK AND INVOLVEMENT FROM THE NEIGHBORHOOD. THIS NEW PROCESS WAS IMMEDIATELY IMPLEMENTED AS WE BEGAN THE INITIAL PHASE OF PLEASANTVIEW PARK. THE NEIGHBORHOOD SURVEY WAS DISTRIBUTED BY THE RESIDENTS. THE SURVEYS HAVE BEEN TALLIED AND THE RESULTS WERE REPORTED TO THE COUNCIL AND ARE BEING USED AS A GUIDE FOR PRELIMINARY PARK PLANS.

PARK MAINTENANCE AND DEVELOPMENT ACCOMPLISHED DURING 1991 THROUGH OUR CAPITAL IMPROVEMENT PROGRAM IS ATTACHED AS AN ADDENDUM TO THIS REPORT.

DURING 1992, IT IS OUR PLAN TO:

1. EVALUATE EXISTING COMMISSION STRUCTURE, i.e. DUTIES, TERMS AND INVOLVEMENT.
2. PROMOTE SAFETY IN OUR PARKS THROUGH COMMUNITY AWARENESS AND INVOLVEMENT.
3. FURTHER DEVELOP PUBLIC AWARENESS OF OUR CITY, OUR PARKS, OUR FACILITIES AND PROGRAMS THROUGH A MORE ACTIVE PUBLIC RELATIONS EMPHASIS.
4. STUDY THE POSSIBILITY OF NEW COMMUNITY EVENTS AND CELEBRATIONS.
5. REVIEW COMMUNITY GROWTH AND DEVELOPMENT IN ORDER TO ANTICIPATE ANY NEW NEEDS OR CHANGES REQUIRED TO THE PARK SYSTEM, ESPECIALLY AS THEY RELATE TO SPECIAL GROUPS, SUCH AS SENIOR CITIZENS, THE DISABLED OR THE HANDICAPPED, IN ORDER TO ENSURE COMPLIANCE WITH ANY FEDERAL OR STATE REGULATIONS.
6. MONITOR THE EXISTING PARKS AND PROGRAMS TO ENSURE THEIR CONTINUED VIABILITY.
7. CONTINUE MONITORING THE CAPITAL IMPROVEMENT PLAN.
8. MOVE TO THE TREE PLANTING PHASE FOR THE NEWLY-DEVELOPED PARKS.
9. MAKE RECOMMENDATIONS TO THE COUNCIL REGARDING SPECIFIC SEARCH AREAS FOR NEW PARKS AS INDICATED BY DEVELOPMENT TRENDS AND THE COMPREHENSIVE PLAN.
10. CONTINUE TO PARTICIPATE WITH THE CITY IN THE DEVELOPMENT OF A COMMUNITY CENTER AND ANCILLARY DEVELOPMENTS.

ADDENDUM

1991 MAJOR PARK IMPROVEMENTS AND CAPITAL IMPROVEMENT PROJECTS

- EDGERTON
- RENOVATE PARKING LOT - DESOTO
 - INSTALL ASPHALT CURB - PARKING LOT
- FOUR SEASONS
- INSTALL HARDCOURT SURFACE
 - TWO BASKETBALL STANDARDS, BACKBOARDS, GOALS
- GERANIUM
- INSTALLED PLAYGROUND EQUIPMENT
 - COMPLETE PROJECT 88-2P (\$122,120) ENEBAK CONST.
 - * GRADING
 - * DRAIN TILE
 - * STORM SEWER - PARK AREA
 - * AGLIME SOFTBALL FIELD
 - * SEEDING
 - * INSTALL BACKSTOP
 - * BLACKTOP & BASE PARKING AREA
 - * INSTALL CONCRETE CURB & GUTTER
 - * INSTALL TENNIS COURT BASE/ASPHALT
 - * INSTALL NET POSTS & BASKETBALL STANDARDS
 - * FERTILIZER
 - * ADD SOD
 - GRADE OUTFIELDS
- GETHSEMANE
- INSTALL TWO BASKETBALL STANDARDS, BACKBOARDS, GOALS
- GOODRICH
- INSTALL SIX CONCRETE SLABS UNDER BLEACHERS
 - INSTALL SIX CONCRETE SLABS UNDER PLAYER BENCHES
 - INSTALL ONE EAGLE'S PERCH - GEODESIC DOME
- HARVEST
- INSTALL PLAYGROUND EQUIPMENT
 - COMPLETE PROJECT 90-1P - (\$284,995)
REHBEIN EXCAVATING
 - * GRADING
 - * ASPHALT TRAIL
 - * TENNIS COURT/FENCE/NET POSTS
 - * BASKETBALL COURT
 - * SOFTBALL DIAMOND/BACKSTOP
 - * PARKING LOT/CONCRETE CURB
 - * SOD/SEED/FERTILIZE
 - * TRANSPLANT PINES
 - * REGRADE PRESENT OUTFIELDS

- HAZELWOOD
- INSTALL PLAYGROUND EQUIPMENT
 - COMPLETE PROJECT 88-2P (\$138,975) ENEBAK CONST.
 - * GRADING THREE SOCCER FIELDS
 - * SEEDING/FERTILIZE
 - * REVISE PARK ROAD FROM BEAM AVENUE
 - * PARKING LOT BASE
 - COMPLETE PROJECT 90-1P (\$212,390) REHBEIN EXC.
 - * GRADING AND INSTALL ASPHALT TRAILS
 - * CURB AND GUTTER/ASPHALT SURFACE PARKING LOT
 - * UTILITIES
 - * SODDING
 - * BUILDING (SHELTER)
 - * WELL
 - * PIPING CHANGES IN MECHANICAL SHELTER
- HILLSIDE
- COMPLETE PROJECT 90-1P (\$187,655) REHBEIN EXC.
 - * GRADING
 - * ASPHALT TRAILS
 - * HOLDING POND
 - * SODDING
 - * SEEDING
- NATURE CENTER
- EXCAVATE AND REMOVE ISLAND IN PARKING LOT
 - ASPHALT PARKING LOT
 - LINE PARKING LOT
- PLAYCREST
- LANDSCAPE - TREE PLANTING (\$32,740)
 - INSTALL PLAYGROUND EQUIPMENT
 - COMPLETE PROJECT 88-2P (\$241,755) ENEBAK CONST.
 - * GRADING
 - * AGLIME SOFTBALL FIELD
 - * SEEDING/SOD/FERTILIZE
 - * INSTALL BACKSTOP
 - * CONCRETE CURB & GUTTER
 - * BLACKTOP & BASE PARKING AREA
 - * INSTALL TENNIS COURT FENCE
 - * ASPHALT TENNIS COURT BASE
 - * INSTALL NET POSTS & BASKETBALL STANDS
- SHERWOOD
- INSTALL PLAYGROUND EQUIPMENT
 - COMPLETE PROJECT 88-2P (\$128,228) ENEBAK CONST.
 - * GRADING
 - * AGLIME SOFTBALL FIELD
 - * SEEDING/SOD/FERTILIZE
 - * INSTALL BACKSTOP
 - * CULVERTS
 - * CONCRETE CURB & GUTTER
 - * BLACKTOP & BASE PARKING AREA
 - * TENNIS COURT FENCE/NET POSTS
 - * TENNIS COURT BASE/ASPHALT

VISTA HILLS

- INSTALL PLAYGROUND EQUIPMENT
- COMPLETE PROJECT 90-1P (\$153,785)-REHBEIN EXC.
 - * GRADING
 - * TENNIS COURT/FENCE
 - * BASKETBALL COURT
 - * TRAILS - ASPHALT
 - * CONCRETE CURB & GUTTER
 - * BLACKTOP & BASE PARKING LOT
 - * SOD/SEED/FERTILIZE

MAPLEWOOD PARK AND RECREATION COMMISSION MEMBERS

	<u>TERM OF SERVICE</u>	<u>ATTENDANCE IN 1991</u>	<u>EXPIRATION OF TERM</u>
JEANNE EWALD, CHAIRPERSON 1744 RUTH STREET MAPLEWOOD MN 55109	1/88	100%	12/31/93
RITA K. BRENNER, VICE-CHAIR 2363 OAKRIDGE DRIVE MAPLEWOOD MN 55119	9/82	75%	12/31/92
CATHY TOLLEFSON, SECRETARY 2587 POND AVENUE MAPLEWOOD MN 55119	6/89	75%	12/31/91
VOYA PILETICH 860 BURKE COURT MAPLEWOOD MN 55109	4/78	100%	12/31/93 (DECEASED 1/91)
DONALD E. CHRISTIANSON 1111 EAST COUNTY ROAD C MAPLEWOOD MN 55109	11/77	75%	12/31/93
BONNIE QUALLEY 2089 BEAM AVENUE MAPLEWOOD MN 55109	12/74	75%	12/31/91
MAVIS HAWKINS 1406 EAST PRICE AVENUE MAPLEWOOD MN 55109	6/86	50%	12/31/91
JOHN CHEGWYN 1631 EAST SEXTANT MAPLEWOOD MN 55109	4/77	83%	12/31/92
MICHAEL FIEBIGER 498 MARNIE STREET MAPLEWOOD MN 55119	6/89	83%	12/31/92
JEFF CARVER 2293 SNOWSHOE LANE MAPLEWOOD MN 55119	4/91	88%	12/31/93

AGENDA REPORT

TO: City Manager
FROM: City Engineer
SUBJECT: Water Rate Study
DATE: January 24, 1992

Negotiations with the St. Paul Water Utility have reached the stage of serious rate discussion. During the next few months Maplewood will need to develop accurate estimates of the cost to operate the city's water system. This information, along with the cost of water from St. Paul, will be the basis for determining the price we will charge customers for water service.

The city does not have information or personnel available to determine all the various activities and costs associated with a water utility. Staff requested proposals from a number of firms to provide services to Maplewood. Six proposals were received. Representatives from engineering, finance, and the manager's office reviewed the proposals.

The best proposal was received from Virchow, Krause and Company and Foth and VanDyke as a project team. The preliminary outline of their services is attached for reference. This scope of services needs to be defined in greater detail and a final "not to exceed" fee established before a contract is prepared.

It is recommended the city council authorize staff to prepare and execute an agreement for a water utility study and establish a budget of \$85,000.

KGH

jc
Attachment

SCOPE OF SERVICES

The following is a breakdown of tasks which the project team of Virchow, Krause & Company and Foth & Van Dyke will perform in order to provide the City of Maplewood with the best possible information with which to make well-informed decisions. The program being pursued by the City is aggressive and the Virchow, Krause & Company and Foth & Van Dyke project team has the staff with the ability and experience to address these needs.

The scope of our services is intended to follow, but not be limited by, the Request for Proposal from the City.

I. PRELIMINARY RESOURCE REVIEW

- Conduct a project kick-off meeting in Maplewood to review project objectives, receive system data, and confirm project goals. This meeting with key City personnel is expected to review the infrastructure and records over two days.
- Obtain and review maintenance records for water and sewer utilities.
- Discuss operational procedures as they currently exist.
- Evaluate assets and responsibilities of existing water and sanitary sewer utilities.

II. ANALYSIS OF HUMAN RESOURCES, EQUIPMENT AND MATERIALS

- Provide cost analysis to acquire inventory stock yard.
- Provide annual cost of equipment depreciation, replacement, and resupply of materials.
- Meet with the Finance Director, City Clerk, Director of Public Works and other appropriate city employees to identify the current financial and administrative systems used in the sewer utility.
- Evaluate the existing billing and accounts receivable, accounts payable, payroll, inventory and financial reporting systems relative to:
 - Automated and manual system capabilities.
 - Capacity for expansion.
 - Assignment of responsibility.
 - Available staff capacity.
 - Equipment utilization.

- Consider potential conceptual alternatives for integrating the water utility financial and administrative requirements into the existing systems. Where additional capacities and capabilities are required, preliminary conceptual designs will be prepared.
- Determination of the human resource implications of implementing and operating the combined utilities' financial and administrative programs based on the recommended organization structure and potential sharing of resources between City departments.

III. ROUTINE MAINTENANCE

- Review maintenance provided and evaluate changes, if any, needed to meet all expected requirements.
- Pursue maintenance list items (See RFP, page 2) and others, to determine frequency, scheduling and manpower needs.
- Summarize alternatives with costs generated by engineer and experienced utility operator.
- Evaluate maintenance of material items based on first-hand experience at similar facilities.
- Investigate pros and cons of external contract management.
- Verify our findings through other utility departments in similar cities.

IV. EMERGENCY PLAN

- Analyze and address the issue of potential emergencies with regard to manpower, equipment and materials.
- Review utilization of outside service contracts in addition to planned City staff or as a standalone service contract.

V. MAJOR PLANNED MAINTENANCE

- Review known planned maintenance including elevated storage cleaning and painting, mechanical pump repair at sewer and water pump stations, and the distribution system.
- Project replacement costs and depreciation rates and expense.

VI. ADMINISTRATIVE AND RECORDKEEPING COSTS

- Analyze need for and provide assistance (if necessary) with planning for plumbing inspector position.

VII. LONG RANGE CAPITAL IMPROVEMENTS

It is recognized that the City wishes to place emphasis on the operation and maintenance costs of the utility systems and to a lesser degree on capital improvements. We will address those items earmarked for capital improvements in this study as indicated by the RFP. It is our mutual understanding that the importance of those mentioned here or those yet to be acknowledged may increase or decrease as the study proceeds. Thus, as authorized, we can address other criteria as deemed necessary by the City including, but not limited to:

- Project the installation costs of master meters and their usage in the new system.
- Evaluate the incorporation of a modified telemetry system including all storage and booster stations and wastewater lift stations. Review the alternatives and make recommendations with costs.
- Analyze the need for and cost of a complete leak-detection study for the Maplewood water distribution system. Recommendations for methods and objectives would be provided.
- Analyze and plan for the replacement (as required) of all water hydrants not having National Standard thread. Provide costs in this plan to accomplish replacement.

VIII. WATER UTILITY REVENUE REQUIREMENT

- Identify method for determining revenue requirement.
 - Cash basis.
 - Utility basis.
- Identify revenue requirement future test year.
- Summarize all costs associated with the results of Steps I through VII and formulate into a future test year water utility revenue requirement including various cost of water scenarios.
 - Sales and revenues.
 - Operation and maintenance expense.
 - Depreciation/replacement expense.
 - Taxes (payment in lieu of taxes, FICA).
 - Return on rate base (if utility basis utilized).
 - Debt service/contingencies (if cash basis utilized).

IX. WATER UTILITY COST OF SERVICE STUDY

- Determine cost of service methodology.
 - Commodity demand
 - Base/extra capacity
 - Other

- Determine and obtain system and customer data necessary to perform cost of service study.
 - Maximum day and hour demand ratios.
 - Fire flow requirements
 - All other customer and system load characteristics.
- A minimum of three cost of service studies will be prepared incorporating various cost of water scenarios.

X. WATER RATE DESIGN

- Determination of utility goals and benefits of various rate structure designs.
- Development of water rates to meet delineated goals.
- Rates will be designed for each cost of service study prepared.

XI. SEWER UTILITY

- Prepare sewer utility revenue requirement on a basis consistent with the water utility.
- Prepare sewer cost of service study.
- Design sewer user charges

XII. IMPLEMENTATION SUPPORT

Virchow, Krause & Company is dedicated to serving the City of Maplewood as an independent partner in business. The creation of the City Water and Sewer Utility represents a unique opportunity to build in a quality approach to the operation and management of the business on the "front-end." Virchow, Krause & Company offers a wide range of additional services which could support the City throughout the implementation process and beyond. We will welcome the opportunity to propose the following additional services as implementation approaches:

- Systems and Procedures Development
- Position Descriptions
- Executive Recruitment
- Policy Manuals/Employee Handbooks
- Profit Planning/Budgeting
- Cash Flow Analysis
- Inventory Analysis
- Automation Assistance
- Strategic Business Planning

AGENDA NO. J-4

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager

FROM: Human Resource Director *Neil Blackstone*

RE: PROPOSED SETTLEMENT - METRO SUPERVISORY
ASSOCIATION

DATE: January 17, 1992

Attached is the proposed contract settlement with the Metro Supervisory Association. This settlement has been ratified by their membership.

Approval of this settlement is recommended.

tmc

Attachment

CITY OF MAPLEWOOD
AND
METRO SUPERVISORY ASSOCIATION

Contract Negotiations
Tentative Settlement
January 14, 1992

1. Wages: 3% base wage increase retroactive to 1/1/92

AGENDA REPORT

Action by Council:

TO: Mayor and City Council
FROM: City Manager 
RE: Non-Union General Wage Increase
DATED: January 17, 1992

Endorsed _____
Modified _____
Rejected _____
Date _____

We have reached agreement and/or settled contracts with all but one of the bargaining units in the City at this time. Based on these settlements I am recommending a general wage increase with no other benefit changes for the non-union employees for 1992.

RECOMMENDATION

It is recommended that non-union employees be granted a 3% general wage increase retroactive to January 1, 1992. All other benefits will remain the same.

MAM:gjb

AGENDA REPORT

TO: City Manager
FROM: Human Resource Director *Gail Blackstone*
RE: Pay Equity Implementation Report
DATED: January 23, 1992

INTRODUCTION

Attached for your information and review is the City's pay equity implementation report. As required, all data reported is based on information available as of December 31, 1991.

BACKGROUND

MN Stat. chapter 471.9981, subdivision 5(a) requires the submission of a pay equity implementation report to be filed with the Department of Employee Relations (DOER) by January 31, 1992. The penalty for failure to submit a report by the deadline is a five percent reduction in state aid payments or \$100 a day, whichever is greater.

DOER will be using a sophisticated statistical computer program to determine if we are in compliance. We anticipate being found in compliance with the law, however, we cannot know for sure until DOER completes their review. At this time, DOER's administrative rule which describes in detail how the compliance decisions will be made has not yet been formally adopted.

Once the Council approves the implementation report, the City is required to post a notice informing employees that the report was submitted to DOER and is available upon request. A copy of this notice must also be sent to all bargaining unit exclusive representatives and the public library.

As we continue to review and update our job classes, the City is also working with approximately 60 other jurisdictions on an upgrade of the job evaluation system. This should be completed within the next year.

RECOMMENDATION

Approval of the pay equity implementation report is recommended.

GJB
attachment

Agenda # J-6

Action by Council:

AGENDA REPORT

Endorsed _____
Modified _____
Rejected _____
Date _____

TO: City Manager
FROM: Human Resource Director *Sail Blackstone*
RE: Pay Equity Implementation Report
DATED: January 21, 1992

Minnesota Statutes, chapter 471.9981, subdivision 5(a) requires the submission of a pay equity implementation report to be filed with the Department of Employee Relations by January 31, 1992. I have just received the packet of materials needed to prepare this report and will have information available at the Thursday pre-agenda meeting.

GJB

Pay Equity Implementation Report

Submit by **January 31, 1992** to:

Pay Equity Coordinator
 Department of Employee Relations
 200 Centennial Building
 658 Cedar Street
 St. Paul, MN 55155 (612-296-2653)

For Department Use Only

Postmark Date of Report

Jurisdiction ID Number

Part A: Jurisdiction Identification	Name of Jurisdiction <p style="text-align: center;">City of Maplewood</p>	
	<input checked="" type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> School <input type="checkbox"/> Other:	
	Address <p style="text-align: center;">1830 E. County Road B, Maplewood, MN 55109</p>	
	Contact Person <p style="text-align: center;">Gail Blackstone</p>	Phone <p style="text-align: center;">770-4527</p>

Part B: Official Verification	<p>1 The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees. Check one of the following:</p> <p><input type="checkbox"/> State Job Match</p> <p><input type="checkbox"/> Designed Own (specify) _____</p> <p><input checked="" type="checkbox"/> Consultant's System (specify) <u>PDI (formally CDC) FOCUS System</u></p> <p><input type="checkbox"/> Other (specify) _____</p> <p>2 Benefits for male and female classes of comparable value have been evaluated and:</p> <p><input checked="" type="checkbox"/> There is no difference and female classes are not at a disadvantage.</p> <p><input type="checkbox"/> There is a difference and the maximum salaries reported include the monthly amount paid by the employer for health insurance.</p> <p>3 Information in this report is complete and accurate.</p> <p>4 The report includes all classes of employees over which the jurisdiction has final budgetary approval authority.</p>	<p>5 No ranges/performance differences. Check one:</p> <p><input type="checkbox"/> This jurisdiction does not have salary ranges for any of its classes. Documentation about performance differences is available upon request to explain apparent inequities between male and female classes.</p> <p><input checked="" type="checkbox"/> This item does not apply to this jurisdiction.</p> <p>6 An official notice has been posted at <u>City Hall lunchroom bulletin board</u> <i>(prominent location)</i></p> <p>Informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. Also, a copy of the report has been sent to each exclusive representative, if any, and a copy has been made available in the public library. The report was approved by:</p> <p style="text-align: center;"><u>City Council</u> <i>(governing body)</i></p> <p style="text-align: center;"><u>Gary W. Bastian</u> <i>(chief elected official, print)</i></p> <p style="text-align: center;">_____ <i>(chief elected official, signature)</i></p> <p style="text-align: center;"><u>Mayor</u> <i>(title)</i> <i>(date)</i></p>
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Part C: Salary Range Test	<p><i>Result from Salary Range Worksheet</i></p> <p><u>85.33</u> % is the result after average years to salary range maximum for male classes is divided by the average years to salary range maximum for female classes.</p>
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Part D: Exceptional Service Pay Test (Longevity and Performance)	<p><i>Results from Exceptional Service Pay Worksheet</i></p> <p><input type="checkbox"/> Less than 20% of male classes receive ESP.</p> <p><u>100</u> % is the result from the worksheet (percentage of female classes receiving ESP is divided by the percentage of male classes receiving ESP).</p>
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Part E: Total Payroll	<p><u>\$ 5,167,610</u> is the annual payroll for 1991.</p>
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(Part F on Back)

PART F: Job Class Information

Date 1-23-92

City of Maplewood
 (Name of Jurisdiction)
1830 E. County Road B
 (Address)
Maplewood, MN 55109
 (Address)

Phone 770-4524To convert hourly
rate to monthly,
multiply rate 173.3

A	B	C	D	E	F	G	H	I	J
Class Title	Number of Male Employees	Number of Female Employees	Class Type M. F. B	Comparable Work Value (Job Points)	Minimum Monthly Salary	Maximum Monthly Salary	Years to Max or	# Years of Service	Exceptional Service Pay
1. <u>Receptionist</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>46</u>	<u>\$ 1,643</u>	<u>\$ 2,054</u>	<u>3</u>		<u>longevity</u>
2. <u>Building Maintenance</u>	<u>3</u>	<u>0</u>	<u>M</u>	<u>46</u>	<u>\$ 1,643</u>	<u>\$ 2,054</u>	<u>3</u>		<u>longevity</u>
3. <u>Utility Billing Clerk</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>50</u>	<u>\$ 1,735</u>	<u>\$ 2,168</u>	<u>3</u>		<u>longevity</u>
4. <u>Clerk/Typist</u>	<u>0</u>	<u>16</u>	<u>F</u>	<u>53</u>	<u>\$ 1,695</u>	<u>\$ 2,119</u>	<u>3</u>		<u>longevity</u>
5. <u>Maintenance II</u>	<u>14</u>	<u>0</u>	<u>M</u>	<u>54</u>	<u>\$ 1,943</u>	<u>\$ 2,526</u>	<u>2</u>		<u>longevity</u>
6. <u>Mechanic</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>54</u>	<u>\$ 2,025</u>	<u>\$ 2,632</u>	<u>2</u>		<u>longevity</u>
7. <u>Secretary</u>	<u>0</u>	<u>6</u>	<u>F</u>	<u>57</u>	<u>\$ 1,849</u>	<u>\$ 2,312</u>	<u>3</u>		<u>longevity</u>
8. <u>Dispatcher</u>	<u>2</u>	<u>5</u>	<u>F</u>	<u>57</u>	<u>\$ 1,849</u>	<u>\$ 2,312</u>	<u>3</u>		<u>longevity</u>
9. <u>Utility II</u>	<u>5</u>	<u>0</u>	<u>M</u>	<u>57</u>	<u>\$ 1,973</u>	<u>\$ 2,571</u>	<u>2</u>		<u>longevity</u>
10. <u>CSO/Paramedic</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>58</u>	<u>\$ 1,688</u>	<u>\$ 2,109</u>	<u>3</u>		<u>longevity</u>
11. <u>Accounting Clerk</u>	<u>0</u>	<u>2</u>	<u>F</u>	<u>60</u>	<u>\$ 1,915</u>	<u>\$ 2,393</u>	<u>3</u>		<u>longevity</u>
12. <u>Executive Secretary</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>63</u>	<u>\$ 2,193</u>	<u>\$ 2,544</u>	<u>0</u>		<u>performance</u>
13. <u>Deputy City Clerk</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>63</u>	<u>\$ 2,286</u>	<u>\$ 2,541</u>	<u>2</u>		<u>longevity/per</u>
14. <u>Lead Mechanic</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>64</u>	<u>\$ 2,132</u>	<u>\$ 2,771</u>	<u>2</u>		<u>longevity</u>
15. <u>Engineering Technician</u>	<u>2</u>	<u>1</u>	<u>B</u>	<u>65</u>	<u>\$ 2,024</u>	<u>\$ 2,530</u>	<u>3</u>		<u>longevity</u>
16. <u>Police Officer</u>	<u>29</u>	<u>1</u>	<u>M</u>	<u>65</u>	<u>\$ 2,001</u>	<u>\$ 3,078</u>	<u>3</u>		<u>longevity</u>

Please make additional copies of this form as needed to allow space for all the job classes in your jurisdiction.

Return to: Faith Zwemke, Department of Employee Relations, 200 Centennial Building, 658 Cedar Street, St. Paul, MN 55155

Questions: Call (612)296-2653

50WPPCOMP

PART F: Job Class Information

Date 1-23-92City of Maplewood
(Name of Jurisdiction)1830 E. County Road B
(Address)Maplewood, MN 55109
(Address)Phone 770-4524To convert hourly
rate to monthly,
multiply rate 173.3

A	B	C	D	E	F	G	H	I	J
Class Title	Number of Male Employees	Number of Female Employees	Class Type M. F. B	Comparable Work Value (Job Points)	Minimum Monthly Salary	Maximum Monthly Salary	Years to Max or	# Years of Service	Exceptional Service Pay
1. <u>Naturalist</u>	<u>0</u>	<u>3</u>	<u>F</u>	<u>72</u>	<u>\$2,064</u>	<u>\$2,580</u>	<u>3</u>		<u>longevity</u>
2. <u>Senior Engineering Technician</u>	<u>4</u>	<u>0</u>	<u>M</u>	<u>74</u>	<u>\$2,256</u>	<u>\$2,820</u>	<u>3</u>		<u>longevity</u>
3. <u>Police Sergeant</u>	<u>7</u>	<u>1</u>	<u>M</u>	<u>78</u>	<u>\$3,332</u>	<u>\$3,332</u>		<u>18</u>	<u>longevity/per</u>
4. <u>Environmental Health Officer</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>79</u>	<u>\$2,256</u>	<u>\$2,820</u>	<u>3</u>		<u>longevity</u>
5. <u>Deputy Fire Marshal</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>79</u>	<u>\$2,525</u>	<u>\$2,998</u>	<u>0</u>		<u>performance</u>
6. <u>Fire Marshal</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>80</u>	<u>\$2,967</u>	<u>\$3,523</u>	<u>0</u>		<u>performance</u>
7. <u>Building Inspector</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>81</u>	<u>\$2,314</u>	<u>\$2,893</u>	<u>3</u>		<u>longevity</u>
8. <u>Administrative Assistant</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>82</u>	<u>\$2,256</u>	<u>\$2,820</u>	<u>3</u>		<u>longevity</u>
9. <u>Accountant</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>85</u>	<u>\$2,139</u>	<u>\$2,674</u>	<u>3</u>		<u>longevity</u>
10. <u>Building Official</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>86</u>	<u>\$3,034</u>	<u>\$3,372</u>	<u>2</u>		<u>longevity/per</u>
11. <u>MIS Coordinator</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>87</u>	<u>\$2,863</u>	<u>\$3,399</u>	<u>0</u>		<u>performance</u>
12. <u>Foreman</u>	<u>3</u>	<u>0</u>	<u>M</u>	<u>87</u>	<u>\$2,925</u>	<u>\$3,251</u>	<u>2</u>		<u>longevity/per</u>
13. <u>Asst. Park & Rec Director</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>91</u>	<u>\$3,253</u>	<u>\$3,613</u>	<u>2</u>		<u>longevity/per</u>
14. <u>Police Captain</u>	<u>2</u>	<u>0</u>	<u>M</u>	<u>91</u>	<u>\$3,583</u>	<u>\$4,254</u>	<u>0</u>		<u>performance</u>
15. <u>Associate Planner</u>	<u>2</u>	<u>0</u>	<u>M</u>	<u>92</u>	<u>\$2,314</u>	<u>\$2,893</u>	<u>3</u>		<u>longevity</u>
16. <u>Program Coordinator</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>93</u>	<u>\$2,710</u>	<u>\$3,012</u>	<u>2</u>		<u>longevity/per</u>

Please make additional copies of this form as needed to allow space for all the job classes in your jurisdiction.

Return to: Faith Zwemke, Department of Employee Relations, 200 Centennial Building, 658 Cedar Street, St. Paul, MN 55155

Questions: Call (612)296-2653

50WPPCOMP

PART F: Job Class Information

Date 1-23-92

City of Maplewood
 (Name of Jurisdiction)
1830 E. County Road B
 (Address)
Maplewood, MN 55109
 (Address)

Phone 770-4524

To convert hourly rate to monthly, multiply rate 173.3

A	B	C	D	E	F	G	H	I	J
Class Title	Number of Male Employees	Number of Female Employees	Class Type M. F. B	Comparable Work Value (Job Points)	Minimum Monthly Salary	Maximum Monthly Salary	Years to Max or	# Years of Service	Exceptional Service Pay
1. <u>Asst. Finance Director</u>	<u>1</u>	<u>1</u>	<u>B</u>	<u>95</u>	<u>\$ 2,896</u>	<u>\$ 3,218</u>	<u>2</u>	<u>_____</u>	<u>longevity/per</u>
2. <u>Public Works Coordinator</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>97</u>	<u>\$ 3,253</u>	<u>\$ 3,613</u>	<u>2</u>	<u>_____</u>	<u>longevity/per</u>
3. <u>Asst. City Engineer</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>98</u>	<u>\$ 3,579</u>	<u>\$ 3,976</u>	<u>2</u>	<u>_____</u>	<u>longevity/per</u>
4. <u>Asst. City Manager</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>103</u>	<u>\$ 3,383</u>	<u>\$ 4,145</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
5. <u>Community Development Director</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>105</u>	<u>\$ 3,817</u>	<u>\$ 4,676</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
6. <u>Finance Director</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>105</u>	<u>\$ 4,034</u>	<u>\$ 4,942</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
7. <u>Human Resource Director</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>107</u>	<u>\$ 3,600</u>	<u>\$ 4,410</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
8. <u>Parks & Recreation Director</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>108</u>	<u>\$ 3,730</u>	<u>\$ 4,612</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
9. <u>City Clerk</u>	<u>0</u>	<u>1</u>	<u>F</u>	<u>108</u>	<u>\$ 3,036</u>	<u>\$ 4,058</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
10. <u>Public Works Director</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>108</u>	<u>\$ 4,034</u>	<u>\$ 4,942</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
11. <u>Public Safety Director</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>108</u>	<u>\$ 4,034</u>	<u>\$ 4,942</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
12. <u>City Manager</u>	<u>1</u>	<u>0</u>	<u>M</u>	<u>132</u>	<u>\$ 5,248</u>	<u>\$ 6,615</u>	<u>0</u>	<u>_____</u>	<u>longevity/per</u>
13. _____	_____	_____	_____	_____	\$ _____	\$ _____	_____	_____	_____
14. _____	_____	_____	_____	_____	\$ _____	\$ _____	_____	_____	_____
15. _____	_____	_____	_____	_____	\$ _____	\$ _____	_____	_____	_____
16. _____	_____	_____	_____	_____	\$ _____	\$ _____	_____	_____	_____

Please make additional copies of this form as needed to allow space for all the job classes in your jurisdiction.

Return to: Faith Zwenke, Department of Employee Relations, 200 Centennial Building, 658 Cedar Street, St. Paul, MN 55155

Questions: Call (612)296-2653

Posting date: January 28, 1992

NOTICE PAY EQUITY REPORT

This jurisdiction is submitting a pay equity implementation report to the Minnesota Department of Employee Relations as required by the Local Government Pay Equity Act, Minnesota Statutes 471.991 to 471.999. The report must be submitted to the department by January 31, 1992.

The report is public data under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. That means that the report is available to anyone requesting this information.

This notice is being sent to all exclusive representatives (if any) in this jurisdiction. In addition, this notice must remain posted in a prominent location for at least 90 days from the date the report was submitted.

For more information about this jurisdiction's pay equity program, or to request a copy of the implementation report, please contact:

Gail Blackstone, Human Resource Director
770-4524
1830 E. County Road B, Maplewood, MN 55109
(local contact person's name, address, telephone)

For more information about the state pay equity law, you may contact:

Pay Equity Coordinator
Minnesota Department of Employee Relations
Second Floor, Centennial Building
658 Cedar Street
St. Paul, MN 55155