

AGENDA

MAPLEWOOD CITY COUNCIL

7:00 P.M., Monday, July 9, 1990

and

4:30 P.M., Thursday, July 11, 1990

Council Chambers, Municipal Building

Meeting No. 90-14

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

1. Minutes of Meeting No. 90-12 (May 31, 1990)
2. Minutes of Meeting No. 90-13 (June 11, 1990)

D. APPROVAL OF AGENDA

E. 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. Financial Transfers - 1989 Bond Issue
3. Sergeants' Settlement
4. Supplement to MSA Contract
5. Budget Transfer: T-Ball Program
6. Cope Avenue - Craig to Ariel, Project 85-26: Accept Project

F. PUBLIC HEARINGS

1. 7:00 P.M., Variance: Burke Avenue (Svendsen) _____
2. 7:10 P.M., Highway 61 from Highway 36 to County Road C
 - a. Plan Amendment (4 Votes) _____
 - b. Rezoning (4 Votes) _____

3. 7:30 P.M., Highway 61 from County Road C to Beam Avenue
 - a. Plan Amendments (4 Votes) _____
 - b. Rezoning (4 Votes) _____
4. 7:50 P.M., Highway 61 from Beam Avenue to County Road D
 - a. Plan Amendments (4 Votes) _____
 - b. Rezoning (4 Votes) _____
5. 8:20 P.M., Public Hearing - County Road D to Beam, Project 88-12: Public Hearing

G. AWARD OF BIDS

1. Tractor with Mower _____

H. UNFINISHED BUSINESS

1. Code Amendment: Truth-In-Housing (2nd Reading) _____
2. Condor Storm Sewer - Project 86-01: Assessment Appeals Review _____
3. Birmingham-Frost Storm Sewer _____

I. NEW BUSINESS

1. H.R.A. _____
2. H.R.A. Appointment _____
3. Seal Coat Project _____
4. Final Report of Fire Services Study _____
5. Holloway Avenue, Beebe Road to McKnight Road, Project 87-14: Schedule Public Hearing

6. Highwood/McKnight Outlet, Project 90-10: Schedule Public Hearing _____
7. 1991 Budget Meetings _____
8. Request For Reduced Speed Limits, Woodlynn Between McKnight and White Bear Avenue

- 9. Request From Citizen (Dana Hebert) _____
- 10. City Hall Front Door Signage _____
- 11. Open Space Wetlands _____
- 12. Erosion Control _____
- 13. City Hall Update _____

J. VISITOR PRESENTATIONS

K. COUNCIL PRESENTATIONS

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____

L. ADMINISTRATIVE PRESENTATIONS

- 1. Gambling Ordinance _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

M. ADJOURNMENT OF MEETING

MINUTES OF MAPLEWOOD CITY COUNCIL
4:30 P.M., Thursday, May 31, 1990
Council Chambers, Municipal Building
Meeting No. 90-11

A. CALL TO ORDER

A regular meeting of the City Council of Maplewood, Minnesota, was held in the Council Chambers, Municipal Building, and was called to order at 4:35 P.M., by Mayor Anderson.

B. ROLL CALL

Norman G. Anderson, Mayor	Present
Gary W. Bastian, Councilmember	Present
Frances L. Juker, Councilmember	Present
George F. Rossbach, Councilmember	Absent
Joseph A. Zappa, Councilmember	Present

C. APPROVAL OF MINUTES

1. Minutes of Meeting No. 90-10

Councilmember Zappa moved to approve the Minutes of Meeting No. 90-10 (May 31, 1990) as corrected:

Page 19, Item I-13a "Nay - Councilmember Juker"

Seconded by Mayor Anderson.

Ayes - all.

D. APPROVAL OF AGENDA

Councilmember Anderson moved to approve the agenda as amended:

1. Fire Department
2. Beaver Lake Lutheran Church
3. Investment Policy
4. Acceptance of Applications
5. Consolidation Merger, Annexation
6. City Hall Opening
7. Medians
8. Rules of Procedures
9. Schedule Meetings
10. Emergency Generator

Seconded by Councilmember Bastian.

Ayes - all.

E. CONSENT AGENDA

Council removed Item E-5 to be discussed with the budget.

Item E-9 to become I-8.
Item E-10 to become I-9.

Councilmember Bastian moved, seconded by Councilmember Zappa, Ayes- all, to approve the Consent Agenda, Items 1, 2, 3, 4, and 6 through 8 as recommended:

1. Approval of Accounts

ACCOUNTS PAYABLE:

\$ 517,463.31	Checks #5745 thru #5814
	Dated 5-1-90 thru 5-15-90
<u>\$ 127,848.30</u>	Checks #6009 thru #6167
	Dated 5-28-90
\$ 645,311.61	Total per attached voucher/check register

PAYROLL:

\$ 180,759.33	Payroll Checks
<u>\$ 35,815.34</u>	Payroll Deductions
\$ 861,886.28	GRAND TOTAL

2. Replacement of Clerk-Typist in Finance Department

Approved the replacement of the part-time clerk-typist position in the Finance Department.

3. Investment Policies

Approved the recommendation that Miller & Schroeder Financial, Inc., be designated as an authorized security dealer for City investment transactions.

4. 1990 Budget Changes: Wages/Benefits

Approved the contingency account transfers needed to finance all wage and benefit increases in the amount of \$281,470.

5. 1990 Budget Changes: Finance Department.

To be discussed with budget.

6. 1225 Frost Avenue (George's Auto)

Approved the renewal of the conditional use permit for George's Auto for five years, subject to the original condition of approval.

7. Budget Transfer: Central Ramsey Watershed Management Organization

Approved the recommendation that City Council endorse the 1990 Budget for the Maplewood portion of the Central Ramsey Watershed management Organization and authorized a budget transfer of \$940 from the general fund contingency account to the public works administration budget to fund Maplewood's share of administrative costs.

8. Budget Transfer: Desk Chairs

Approved the recommendation that \$1000 be transferred from the general fund contingency account to the engineering division budget for the purchase of four desk chairs.

9. Emergency Management Director and Deputy Director Salaries

Discussed as item I-8.

10. Request to Replace Public Safety Dispatcher

Discussed as item I-9.

G. AWARD OF BIDS

1. Upper Afton Road, Project 86-07

a. Manager McGuire presented the staff report.

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

90 - 5 - 83

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of Forest Lake Contracting in the amount of \$1,122,581.06 is the lowest responsible bid for the construction of Upper Afton Road, AP 138-114-01, City Project 86-07, and the Mayor and Clerk are hereby authorized and directed to enter into a contract with said bidder for and on behalf of the City after notification of state aid approval.

FURTHERMORE, the project budget is amended to \$1,415,000, and the project financing is amended as follows:

State aid funding	\$1,318,500
Special assessments	<u>96,500</u>
Total	\$1,415,000

Seconded by Councilmember Zappa.

Ayes - all.

2. Birmingham/Frost Storm Sewer - Project 90-08

- a. Manager McGuire presented the staff report.
- b. Mayor Anderson moved to reject all bids for Project 90-08 and refer the matter to staff.

Seconded by Councilmember Zappa.

Ayes - all.

H. UNFINISHED BUSINESS

1. Final Plat: Cave's Woods and Ponds Second Addition

- a. Manager McGuire presented the staff report.
- b. Council stated the chimney stones on the southeast corner house do not match the rest of the house.
- c. A representative of Ed Cave and Sons, Inc., 2301 Woodbridge, stated the stones are the original ones.
- d. Councilmember Zappa moved to approve the final plat of Cave's Woods and Ponds Second Addition providing all conditions have been met.

Seconded by Councilmember Juker.

Ayes - all.

2. City Hall Update

- a. Director of Public Works Haider updated the Council on the progress of the city hall expansion. The contractor has stated the construction should be completed by June 15, 1990.
- b. Because of the many mechanical problems found with the old heating and air conditioning systems, Councilmember Anderson moved to direct staff to investigate if the original mechanical contractor and architect for the construction of city hall in 1986 could be held responsible for any of the problems.

Seconded by Councilmember Zappa.

Ayes - all.

3. Falk Kennel License Review

- a. Manager McGuire presented the staff report.
- b. Captain Nelson presented the public safety reports.
- c. Doug Whitney, attorney for Mr. Falk, stated he had affidavits from three residents stating there are no problems with the kennel license:

Stan Olson, 415 Lark
Danielle Perron, 368 Viking Drive
Bernie Perron, 368 Viking Drive

d. The following persons spoke in favor of the Falk's retaining the kennel license:

- Nancy Sackett, 380 E. Viking Drive
- Mark Sackett, 380 E. Viking Drive
- Tim Falk, 388 E. Viking Drive
- A resident on Lark Street

e. Jerri Jenson, 2225 Arkwright, stated the dogs roam the vacant lot, owned by the Falks, abutting her property and explained the problems she is having to contend with.

Jerri Jenson and Diane Perry, 379 Lark, submitted letters of complaints regarding the kennel license conditions.

f. Councilmember Zappa moved to renew the Kennel License for Timothy Falk, 388 E. Viking Drive, with the following conditions:

1. The top of the kennel must be enclosed.
2. The dogs are restricted to the lot that houses the kennel and the house.
3. The dogs will be allowed on the vacant lot only when owners are present.
4. Dog waste will be disposed off site.
5. When one dog dies, it will not be replaced.

Seconded by Councilmember Bastian.

Ayes - Mayor Anderson, Councilmembers Bastian and Zappa

Nay - Councilmember Juker.

I. NEW BUSINESS

1. 1990 Budget: Reduced State Aid

- a. Manager McGuire presented the staff report.
- b. Director of Finance Faust presented the specifics of the report and also two alternatives to finance the reduced state aid.
- c. Councilmember Zappa moved to approve alternate two.

Councilmember Zappa withdrew his motion.

d. Councilmember Bastian moved to direct staff to research revenue reductions to achieve balancing the budget and report back in two weeks.

Seconded by Mayor Anderson.

Ayes - all.

2. Truth In Housing (First Reading)

- a. Manager McGuire presented the staff report.
- b. Director of Community Development Olson presented the specifics of the proposed ordinance.
- c. Chairman Lorraine Fischer presented the HRA report.
- d. Karen Christopher, Board of Realtors, presented the realtors' opinions and their support.
- e. Councilmember Bastian moved the following amendment to Section 2, 9.242 Page 10A:

"sunset at 1992"

Seconded by Councilmember Zappa. Ayes - all.

- f. Councilmember Zappa moved first reading of the "Truth In Housing" ordinance.

Seconded by Councilmember Bastian. Ayes - all.

- g. Council directed staff to include several suggestions to the ordinance for second reading.

3. Condor, West Storm Sewer, Project 86-01: Schedule Public Hearing - Assessments

- a. Manager McGuire presented the staff report.
- b. Councilmember Juker introduced the following resolution and moved its adoption:

90 - 5 - 84

WHEREAS, the City Clerk and City Engineer have received bids for the improvement of Condor, West Storm Sewer, City Project 86-01.

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

FURTHER, the Clerk shall, upon completion of such proposed assessment notify the Council thereof.

Seconded by Mayor Anderson. Ayes - all.

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

90 - 5 - 85

WHEREAS, the Clerk and the Engineer have, at the direction of the Council. prepared an assessment roll for the construction of Condor, West Storm Sewer, City Project 86-01, and the said assessment is on file in the office of the City Clerk.

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

1. A hearing shall be held on the 25th day of June, 1990, at the City Hall at 7:00 P.M. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published in the official newspaper, at least two weeks prior to the hearing, and to mail notices to the owners of all property affected by said assessment.
3. The notice of hearing shall state the date, time and place of hearing, the general nature of the improvement, the area to be assessed, that the proposed assessment roll is on file with the Clerk and that written or oral objections will be considered.

Seconded by Mayor Anderson.

Ayes - all.

4. Beam Avenue, T.H. 61 to County Road D, Project 88-16: Schedule Public Hearing
 - a. Manager McGuire presented the staff report.
 - b. Councilmember Juker introduced the following resolution and moved its adoption:

90 - 5 - 86

WHEREAS, the City Engineer for the City of Maplewood has been authorized and directed to prepare a report with reference to the improvement of Beam Avenue, T.H. 61 to County Road D, City Project 88-12 by construction of 36-foot-wide street, utilities, storm sewer, sidewalk, and appurtenances, and

WHEREAS, the said City Engineer has prepared the aforesaid report for the improvement herein described:

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

1. The report of the City Engineer advising this Council that the proposed improvement on Beam Avenue, T.H. 61 to County Road D, City Project 88-12, by construction of 36-foot-wide street, utilities, storm sewer, sidewalk, and appurtenances is feasible and should best be made as proposed, is hereby received.
2. The Council will consider the aforesaid improvement in accordance with the reports and the assessment of benefited property for all or a portion of the cost of the improvement according to MSA Chapter 429, at an estimated total cost of the improvement of \$954,000.
3. A public hearing will be held in the Council Chambers of the City Hall at 1830 East County Road B on Monday, the 25th day of June, 1990, at 7:10 P.M. to consider said improvement. The City Clerk shall give mailed and published notice of said hearing and improvement as required by law.

Seconded by Mayor Anderson.

Ayes - Mayor Anderson, Councilmember Juker and Zappa.

Nay - Councilmember Bastian.

5. Community Center Advisory Committee

- a. Mayor Anderson moved to table this item until June 11, 1990.

Seconded by Councilmember Juker.

Ayes - all.

6. Metro East Dues Increase

- a. Manager McGuire presented the staff report.
- b. Councilmember Bastian moved to table until budget time.

Seconded by Councilmember Juker.

Ayes - all.

7. 1925 Arcade Street (Moris)

- a. Manager McGuire presented the staff report.
- b. Director of Community Development Olson presented the specifics of the request.
- c. Philip and Ruth Moris, 2305 Barclay, the applicants, spoke on behalf of their requests.

d. Marjorie Ostrom, Maplewood Building Official, explained what repairs had to be made to the property since the fire damage.

e. Councilmember Bastian moved to grant a 60-day time extension on the basis that Mr. Moris's engineer advised him that he should not start construction until this spring. If Mr. Moris is not under construction by then, he must comply with the current zoning. Approval is subject to the property owner complying with the following conditions:

1. The property owner shall park no more than one two truck on the property. He must store this truck inside the building.
2. The property owner shall not store any junk vehicles or car parts outside.
3. The towing service must be part of the repair business.

Seconded by councilmember Juker.

Ayes - all.

Mayor Anderson moved to table Items I-8 and 9, J. K. and L. until after the Public hearings, Items F-1 through 7.

Seconded by Councilmember Bastian.

Ayes - all.

Mayor Anderson recessed the meeting at 7:00 P.M., for a 15 minute recess.

Mayor Anderson reconvened the meeting at 7:15 P.M.>

F. PUBLIC HEARINGS

1. 7:00 P.M., Tax Exempt Financing: Maplewood Townhouses.

a. Mayor Anderson convened the meeting for a public hearing regarding the request of S.B. Multifamily Fund II Limited partnership for preliminary approval of a \$10.5 million tax-exempt mortgage revenue bond program to construct a 176-unit apartment development. To approve this financing, the City Council must also adopt a housing program. City's housing bond plan is necessary to include this financing.

b. Manager McGuire presented the staff report.

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

d. Nick Boosalis, the developer, spoke on behalf of the proposal.

e. Mary Ippel, Bonding Consultant, Briggs and Morgan, explained the financing requirements.

f. Mayor Anderson called for persons who wished to be heard for or against the proposal. The following persons were heard:

Steven Johnson, 2311 Mailand Road

Mr. Martinson, 2455 Londin Lane, Apartment 214

Mr. Stuznegger

- g. Mayor Anderson closed the public hearing.
- h. Councilmember Zappa moved to table this request indefinitely.

Seconded by Councilmember Bastian.

Ayes - all.

2. 7:10 P.M., House Moving: Radatz Avenue (Boryczka and Nicholson)

a. Mayor Anderson convened the meeting for a public hearing regarding the request of Gary Boryczka and Robert Nicholson to move a single family house from 2839 White Bear Avenue to a lot east of 1826 Radatz Avenue.

b. Manager McGuire presented the staff report.

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

d. Gary Boryczka and Robert Nicholson, the applicants, spoke on behalf of the request.

e. Mayor Anderson called for persons who wished to be heard for or against the proposal. The following expressed their opinions:

Eugene Whyte, 1850 Radatz

f. Mayor Anderson closed the public hearing.

g. Councilmember Zappa moved to approve the request to move the house from 2839 White Bear Avenue to the proposed site on Radatz Avenue.
Approval is subject to the following conditions:

- 1. The applicants must complete the following conditions before the City issues a moving permit:
 - a. Provide \$35,000 in cash or an irrevocable letter of credit to assure completion of the house to Code standards or to demolish the structure and return the site to its original condition.
 - b. Provide evidence that the mover has a license from the State and a permit from Ramsey County.
 - c. Signing an agreement giving the City the right to take possession of the dwelling and property 90 days after the issuance of the moving permit, if

the work is not complete. This agreement would also grant the City the right to use the escrowed money to complete the construction or to demolish and remove it. The City Attorney shall draft this agreement.

- d. Provide a registered land survey showing the lot lines and survey pins at the lot corners.
 - e. Provide a soils report from a company approved by the Building Official. This report must include the legal description of the new lot, a map of the lot and all soil corrections and recommendations.
2. The following conditions apply to the moving permit:
- a. All rubbish, materials, extra fill, dirt, debris or leftover material shall be removed from the property within seven days after the house is removed from the lot on White Bear Avenue.
 - b. Any excavation or basement left after the house is moved from White Bear Avenue shall be filled in within 48 hours. Any uncovered excavation or basement shall be fenced.
3. After moving, the house must be restored to original condition and must be completed within the time allowed.

Seconded by Councilmember Bastian. Ayes - all.

3. 7:25 P.M., Easement Vacation: Gall Avenue (North Suburban Co.)
- a. Mayor Anderson convened the meeting for a public hearing regarding the request of North Suburban Company to vacate four unneeded utility and drainage easements.
 - b. Manager McGuire presented the staff report.
 - c. Director of Community Development Olson presented the specifics of the proposal.
 - d. Commissioner Lorraine Fischer presented the Planning Commission report.
 - e. Mayor Anderson called for proponents and opponents. None were heard.
 - f. Mayor Anderson closed the public hearing.
 - g. Councilmember Bastian introduced the following resolution and moved its adoption:

WHEREAS, North Suburban Company initiated proceedings to vacate the public interest in the following-described easements:

1. The East 5 feet of Lot 3 lying North of the South 10 feet and lying South of the North 10 feet of Lot 3, Block 1, Maplewood Meadows.
2. The West 5 feet of Lot 2 lying North of the South 10 feet and lying South of the North 10 feet of Lot 2, Block 1, Maplewood Meadows.
3. The West 2.5 feet of the East 5 feet lying North of the South 10 feet and lying South of the North 10 feet of Lot 23, Block 1, Maplewood Meadows.
4. The West 5 feet of Lot 3, lying North of the South 10 feet and lying South of the North 10 feet.

WHEREAS, the following adjacent properties are affected:

Lots 2 and 3, Block 1, Maplewood Meadows.

WHEREAS, the procedural history of this vacation is as follows:

1. A majority of the owners of property abutting said easements have signed a petition for this vacation;
2. This vacation was reviewed by the Planning Commission on May 7, 1990. The Planning Commission recommended to the City Council that this vacation be approved.
3. The City Council held a public hearing on May 31, 1990, to consider this vacation. Notice thereof was published and mailed pursuant to law. All persons present at this hearing were given an opportunity to be heard and present written statements. The council also considered reports and recommendations of the City staff and Planning Commission.

WHEREAS, upon vacation of the above-described easements, public interest in the property will accrue to the following-described abutting properties:

Lots 2 and 3, Block 1, Maplewood Meadows

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that it is in the public interest to grant the above-described vacation on the basis that:

1. The City does not need the easements for current or proposed utilities or drainage facilities.
2. The property owner dedicated new easements.

Seconded by Councilmember Zappa.

Ayes - all.

4. 7:35 P.M., Preliminary Plat - Flicek Addition

a. Mayor Anderson convened the meeting for a public hearing regarding the request of Bernard Flicek for approval of a seven lot single family subdivision along Kohlman Lane.

b. Manager McGuire presented the staff report.

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

d. Commissioner Lorraine Fischer presented the Planning Commission report.

e. Bernard Flicek, 1251 Lealand Road, the developer, spoke on behalf of his request.

f. Mayor Anderson called for persons who wished to be heard for or against the proposal. The following were heard.

Dave Burbach, 861 Burr, speaking on behalf of his mother who owns property in the area, stated there may be historical value to Mr. Flicek's property. He stated he has uncovered artifacts dating past centuries.

Jerry Battista, 951 Beam Avenue, Little Canada
Roger Prigge, 974 Kohlman Lane

g. Councilmember Zappa moved approval of the Flicek Addition Preliminary Plat subject to the developer completing the following conditions before final plat approval:

1. Approval of final grading, drainage and erosion control plans by the City Engineer. The erosion control plan shall address the recommendations of the Soil Conservation District and the Ramsey-Washington Watershed District.
2. The grading plan shall include a proposed building pad elevation and contour information for each home site. Housing styles shall be illustrated which minimize grading on the lots so tree preservation is maximized. The City Engineer may approve deviations from the grading plan, if the intent of the overall approved grading plan is followed.

3. Approval of a tree plan by the Director of Community Development. No grading or construction may begin until the Director approves this plan. This plan must show the trees over eight inches in diameter that the developer intends to remove or retain. The plan must also show where the developer will plant replacement trees.

Seconded by Councilmember Juker.

Ayes - all.

5. 8:00 P.M., 1860 Sterling Street (Welch)

- a. Variance
- b. Lot Division

1. Mayor Anderson convened the meeting for a public hearing regarding the request of Nancy Welch, 1860 Sterling Street for approval of a lot division and lot width variance to divide one lot into two lots.

2. Manager McGuire presented the staff report.

3. Director of Community Development Olson presented the specifics of the proposal.

4. Nancy Welch, the applicant, spoke on behalf of her request.

5. Mayor Anderson called for persons who wished to be heard for or against the proposal. The following voiced their opinions:

Stephen Sontag, 2519 Knoll Circle
Fai Wong, 2513 Knoll Circle
John Wildes, 1864 Sterling
Kevin Green, 2507 Knoll Circle
Resident, 1848 Sterling
Bill Nyquist, 2510 Holloway

6. Mayor Anderson closed the public hearing.

7. Councilmember Zappa moved to deny the request of Nancy Welch for the variance and the lot division because:

- a. The variance would not be in character with the area and would reduce the privacy of adjacent homes.

- b. The property owner created the problem by splitting off individual lots rather than platting the original property with a cul-de-sac off Sterling Street.

Seconded by Councilmember Juker.

Ayes - all.

6. 8:20 P.M., Code Amendment: Motor Fuel Station Ordinance (First Reading)

a. Mayor Anderson convened the meeting for a public hearing regarding the adoption of a motor fuel station ordinance that would require double walled tanks and piping and permit underground fiberglass tanks and piping.

b. Manager McGuire presented the staff report.

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

d. Commissioner Lorraine Fischer presented the Planning Commission report.

e. Mr. Hentges, Vice President of Hentges Company, spoke on behalf of his request.

f. Mayor Anderson closed the public hearing.

g. Councilmember Bastian moved first reading of an ordinance amending the Motor Fuel Station ordinance by permitting underground fiberglass tanks and piping.

Seconded by Councilmember Juker.

Ayes - all.

h. Council directed the City Attorney to check the ordinance for proper references.

7. 8:30 P.M., On-Sale Intoxicating Liquor License (Chili's)

a. Mayor Anderson convened the meeting for a public hearing regarding the request of Scott C. Smith for an intoxicating on-sale liquor license to be known as Chili's Grill and Bar, Beam Avenue and Southlawn Drive.

b. Manager McGuire presented the staff report.

c. Scott C. Smith, the applicant, spoke on behalf of his request.

d. Randy Engel and Richard Schreier spoke regarding issuing the license.

e. Mayor Anderson called for persons who wished to be heard for or against the proposal. None were heard.

f. Mayor Anderson closed the public hearing.

g. Councilmember Bastian moved to issue the license with the condition the license must be held in the name of the on-site manager if he meets all requirements.

Seconded by Mayor Anderson.

Ayes - Mayor Anderson, Councilmember Bastian

Nays - Councilmembers Juker and Zappa.

Motion failed.

h. Councilmember Zappa moved to issue an On-Sale Intoxicating Liquor License to Scott C. Smith with the understanding that when Chili's is completed and a new manager is appointed, he/she will apply for a license.

Seconded by Councilmember Bastian.

Ayes - all.

i. Councilmember Zappa introduced the following resolution and moved its adoption:

90 - 5 - 88

NOTICE IS HEREBY GIVEN, that pursuant to action by the City Council of the City of Maplewood, on May 31, 1990, an On-Sale Intoxicating Liquor License was approved for Scott C. Smith, dba Chili's on Beam Avenue at Southlawn Drive.

The Council proceeded in this matter as outlined under the provisions of the City Ordinances.

Seconded by Councilmember Bastian.

Ayes - all.

I. NEW BUSINESS (Continued)

8. Emergency Management Director and Deputy Director Salaries.

a. Manager McGuire presented the staff report.

b. Councilmember Juker moved to direct staff to research the appointment process for Emergency Management and also the number of hours the Director and Deputy Director work per week.

Seconded by Mayor Anderson.

Ayes - all.

9. Request to Replace Public Safety Dispatcher

a. Manager McGuire presented the staff report.

b. Mayor Anderson moved to approve the hiring of a Public Safety Dispatcher to fill the vacancy.

Seconded by Councilmember Juker.

Ayes - all.

c. Mayor Anderson moved that a letter of commendation be sent to former Public Safety Dispatcher Karen Nelson.

Seconded by Councilmember Juker.

Ayes - all.

Seconded by Councilmember Bastian.

Ayes - Councilmembers Bastian
and Zappa.

Nays - Mayor Anderson, Councilmember
Juker.

Motion failed.

6. Acceptance of Applications

a. Councilmember Bastian questioned that when applications for anything that has a 120-day time limit could be given to Council prior to the beginning of the 120 days starts.

b. Councilmember Bastian moved to direct staff to contact the League of Cities to see if there is some procedure that would allow Council to review applications before the 120 days of acceptance begins.

Seconded by Councilmember Anderson.

Ayes - all.

7. Consolidation, Merger and Annexations

a. Councilmember Bastian moved that this item be placed on the June 11, 1990 Agenda.

Seconded by Councilmember Zappa.

Ayes - Councilmembers Bastian,
Juker and Zappa.

Nay - Mayor Anderson.

8. City Hall Opening

a. Mayor Anderson questioned if anything is being planned for the City Hall Expansion opening.

b. Manager McGuire stated that something is being planned for after the completion of the construction.

9. Roadway Medians

a. Mayor Anderson stated the Beam Avenue medians are overgrown with weeds. Who is responsible?

b. Staff stated that it is the County's responsibility.

c. Councilmember Juker moved to direct staff to investigate and complete the clean up of all medians and to remove the dead elms.

Seconded by Mayor Anderson.

Ayes - all.

10. Rules of Procedures

- a. Mayor Anderson stated he would prefer the Manager not contact on a one to one basis, but as a whole because the Council should act as a group.
- b. Councilmember Juker moved that a Council/Manager session be scheduled for 5:30 P.M., June 21, 1990, and that Manager evaluation be scheduled for 6:30 P.M. Pre Agenda meeting will be at 4:30 P.M.

Seconded by Mayor Anderson.

Ayes - all.

L. ADMINISTRATIVE PRESENTATIONS

1. Schedule Meeting

- a. Manager McGuire stated he would like to schedule a meeting for June 7, 1990, regarding cable being set for the June 11th Meeting.
- b. Council will discuss this at next meeting.
- c. Manager McGuire stated a meeting with the Council/Police Civil Service Commission is scheduled at 6:00 P.M., Monday, July 2, 1990.

2. Emergency Generator

- a. Manager McGuire presented the staff report.
- b. Director of Public Works Haider presented the alternatives for purchasing an emergency generator.
- c. Councilmember Anderson moved to purchase the used emergency generator now at a cost not to exceed \$32,500.

Seconded by Councilmember Zappa.

Ayes - Mayor Anderson, Councilmembers Juker and Zappa.

Nay - Councilmember Bastian.

M. ADJOURNMENT

10:47 P.M.

City Clerk

MINUTES OF MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, June 11, 1990
Council Chambers, Municipal Building
Meeting No. 90-12

A. CALL TO ORDER

A regular meeting of the City Council of Maplewood, Minnesota, was held in the Council Chambers of the Maplewood City Hall, 1830 East County Road B, and was called to order by Mayor Anderson at 7:00 p.m.

B. ROLL CALL

Norman G. Anderson, Mayor	Present
Gary W. Bastian, Councilmember	Arrived at 7:03 p.m.
Frances L. Juker, Councilmember	Present
George F. Rossbach, Councilmember	Present
Joseph A. Zappa, Councilmember	Present

C. APPROVAL OF MINUTES

D. APPROVAL OF AGENDA

Mayor Anderson moved to approve the Agenda as amended:

1. Yard Waste
2. MWCC
3. Change in Conditions of Final Plats
4. Larpenteur & White Bear Avenue
5. Request for Engineer's Report of Highway Funds Lost in Past Year for Next Council Meeting

Seconded by Councilmember Bastian

Ayes - All

E. CONSENT AGENDA

Council removed and tabled Item E-4

Council removed Item E-6 to become I-11

Councilmember Zappa moved, seconded by Councilmember Bastian, Ayes All, to approve the Consent Agenda, Items 1, 2, 3 and 5 as recommended.

1. Approval of Claims:

ACCOUNTS PAYABLE:

\$ 404,279.57 Checks: #5815 thru #5881
Dated 5-16-90 thru 5-31-90

\$ 120,335.56 Checks: #6177 thru #6275
Dated 6-11-90

\$ 524,615.13 Total Accounts Payable

PAYROLL:

\$ 192,083.51 Payroll Checks

\$ 35,917.01 Payroll Deductions

\$ 228,000.52 Total Payroll

\$ 752,615.65 GRAND TOTAL

2. 1990 Budget Change - Public Safety Department Study

Approved a budget change of \$10,900 to finance the final bill for the Public Safety Department study that was recently completed.

3. Conditional Use Permit Renewal - Rolling Hills 2nd Addition

Approved renewal of a conditional use permit (CUP) for the Rolling Hills Mobile Home Park Second Addition.

4. Conditional Use Permit Renewal: 1810 County Road B (Fulk)

Tabled

5. Preliminary Plat Renewal: Beth Heights

Approved a one-year time extension for the Beth Heights Addition preliminary plat, subject to the following revisions to the conditions of approval for final plat approval:

1. Conditions 1 through 3 and 5 through 9 remain unchanged.

2. Condition 4 is revised as follows:

4. Approval of a tree plan by the Director of Community Development. No grading or construction may begin nor will the City give final plat approval until the Director approves this plan. This plan must show the woodlots on the site. This plan must also show the location, size and species of trees over eight inches in diameter that the developer intends to remove or keep. This plan does not need to show box elders, cottonwoods and poplars. This plan must also show the location, size and species of trees that developer will plant as replacement trees.

3. Condition 10 is added as follows:

10. The developer shall complete all grading for public improvements and overall site drainage. The City Engineer shall include any of this grading that is not completed before final approval in the developer's agreement.

6. Preliminary Plat Renewal: Cave's English St. 2nd Addition

Discussed as Item I-11

EA. APPOINTMENTS AND PRESENTATIONS

Students from Presentation of Mary School and their coach were presented with Commendations for their participation and achievements in the Odyssey of the Mind program. Mayor Anderson presented Certificates to Michelle DuBay, Beth Grant, Jeff Radke, Steve Walsh, Eric Williams, Chris Yzerman and Coach Joyce Teibel.

F. PUBLIC HEARINGS

1. 7:00 p.m., 2305 Stillwater Road (Sarrack's)

a. Mayor Anderson convened the meeting for a public hearing regarding the request by Con/Spec Corporation for a variance to expand their parking lot five feet from the north lot line.

- b. Manager McGuire presented the staff report
- c. Community Development Director Geoff Olson presented the specifics of the proposal.
- d. Mr. Gust Sarrack, 2311 Case, owner, spoke on behalf of the proposal.
- e. Jim Kellison, ConSpec Corporation, spoke on behalf of the proposal.
- f. Mayor Anderson called for proponents or opponents of the proposal.
- g. Mayor Anderson closed the public hearing.

Councilmember Juker introduced the following resolution and moved its adoption:

90 - 6 - 89

WHEREAS, Con/Spec Corporation applied for a variance from the zoning ordinance at 2305 Stillwater Road. The legal description is:

Lot 13 and 14, Auditor's Subdivision No. 77

WHEREAS, Section 36-27 (a) of the Maplewood Code of Ordinances requires a 20-foot-wide landscaped area when a nonresidential use abuts residentially-zoned property.

WHEREAS, the applicant is proposing a five-foot setback, requiring a variance of fifteen feet;

WHEREAS, the history of this variance is as follows:

1. This variance was reviewed by the Community Design Review Board on December 12, 1989. The Board recommended to the City Council that the variance be approved.
2. The City Council held a public hearing on June 22, 1990. 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. Mr. Sarrack would meet the intent of the ordinance if he screened the parking lot from the property to the north.
2. There is an existing grade elevation and some existing landscaping that already partially screens the site.
3. The setback requirement would cause Mr. Sarrack undue hardship because the State bought part of his property for right-of-way. This has reduced the area of his property for parking and left the property unusually shaped, making complying with setback difficult.
4. The abutting lot to the north is the deep rear yard of an unoccupied property recently purchased by the State as part of the widening of Stillwater Road.
5. The fence is to be built to a minimum height of 6 feet above the level of the parking lot, the exact height to be determined by the architect and engineer to create a compatible height fence.

Approval is subject to Mr. Sarrack building a screening fence along the entire northerly lot line that complies with Section 36-27 of the City Code.

Seconded by Councilmember Rossbach

Ayes - All

2. 7:15 p.m., 2280 Stillwater Avenue (Beaver Lake Lutheran Church)

- a. Mayor Anderson convened the public hearing regarding the proposed Lincoln Park Manor Seniors Building, whether it is to be built and whether the zoning should be changed. Such a change would require:
 1. Plan Amendment (4 Votes Required)
 2. Rezoning (4 Votes Required)
 3. Conditional Use Permit
- b. Manager McGuire presented the staff report.
- c. Community Development Director Olson presented the specifics of the proposal.
- d. Commissioner Robert Cardinal, Planning Commission, presented the Commission recommendation.
- e. Mayor Anderson called for proponents or opponents. A resident of Stillwater Avenue expressed his views.
- f. Mayor Anderson closed the public hearing
- g. Councilmember Juker introduced the following resolution and moved its approval:

90 - 6 - 90

WHEREAS, the City initiated an amendment to the City's Comprehensive Plan from RL, residential low density and RH, residential high density, to C, church.

WHEREAS, this amendment applies to the easterly part of 2280 Stillwater Avenue.

WHEREAS, the history of this plan amendment is as follows:

1. The Planning Commission held a public hearing on May 21, 1990 to consider this plan amendment. City staff published a notice of this hearing in the Maplewood Review and sent notices to the surrounding property owners as required by law. The Planning Commission gave everyone at the hearing a chance to speak and present written statements. The Planning Commission recommended to the City Council that the plan amendment be C, church.
2. The City Council discussed the plan amendment on June 11, 1990. They considered reports and recommendations from the Planning Commission and City staff.

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

- a. The City previously amended the Plan for the construction of a senior housing project. The developers now plan to construct this project in Oakdale.
- b. The Church is not planning on selling the land to another developer.
- c. The RH, Residential High Density designation would allow a nonseniors project to be built.

Seconded by Councilmember

Ayes - All

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

90 - 6 - 91

WHEREAS, the City initiated this rezoning from R-3, Multiple Dwelling, to R-1, Single-Dwelling Residential for the property located at 2280 Stillwater Avenue.

WHEREAS, this rezoning applies to the easterly part of 2280 Stillwater Avenue. The legal description is:

Beginning at the northeast corner of said Tract A; thence south 81 degrees 50 minutes 00 seconds west, along the north line of said Tract A a distance of 40.42 feet; thence south 0 degrees 04 minutes 19 seconds west, parallel with the east line of said Tract A, a distance of 216.17 feet; thence south 46 degrees 24 minutes 30 seconds west, a distance of 357.67 feet; thence south 48 degrees 26 minutes 55 seconds East a distance of 228.00 feet to the south line of said Tract A; thence North 89 degrees 46 seconds 18 minutes east, along said south line, a distance of 127.93 feet to the Southeast corner of said Tract A; thence North 0 degrees 04 seconds 19 minutes east, along said east line, a distance of 619.26 feet to the point of beginning.

WHEREAS, the history of this rezoning is as follows:

1. The Planning Commission reviewed this rezoning on May 21, 1990. They recommended to the City Council that the rezoning be R-1.
2. The City Council held a public hearing on June 11, 1990. 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 rezoning 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.

Seconded by Councilmember Rossbach

Ayes - All

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

90 - 6 - 92

WHEREAS, the City is initiating the termination of a conditional use permit to build a 42-foot-high senior building.

WHEREAS, the permit applies to 2280 Stillwater Avenue. The legal description is:

Beginning at the northeast corner of said Tract A; thence south 81 degrees 50 minutes 00 seconds west, along the north line of said Tract A a distance of 40.42 feet; thence south 0 degrees 04 minutes 19 seconds west, parallel with the east line of said Tract A, a distance of 216.17 feet; thence south 46 degrees 24 minutes 30 seconds west, a distance of 357.67 feet' thence south 48 degrees 26 minutes 55 seconds East a distance of 228.00 feet to the south line of said Tract A; thence North 89 degrees 46 seconds 18 minutes east, along said south line, a distance of 127.93 feet to the Southeast corner of said Tract A; thence North 0 degrees 04 seconds 19 minutes east, along said east line, a distance of 619.26 feet to the point of beginning.

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

1. The City Council approved this conditional use permit on July 11, 1988.
2. The developers told the City that they plan to construct this project in Oakdale.
3. The Planning Commission discussed this termination on May 21, 1990. They recommended to the City Council that said permit be terminated.
4. The City Council held a public hearing on June 11, 1990. 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 terminate the above-described conditional use permit. The City is terminating this permit because the project is now planned for Oakdale.

Seconded by Councilmember Rossbach

Ayes - All

3. 7:30 p.m., Rolling Hills Mobile Home Park

- a. Mayor Anderson convened the public hearing regarding rezoning of the Rolling Hills 2nd Addition Mobile Home Park. This would require:
 1. Plan Amendment (4 Votes Required)
 2. Rezoning (4 Votes Required)
- b. Manager McGuire presented the staff report.
- c. Community Development Director Olson presented the specifics of the proposal.
- d. Dick Pearson, 1099 Crestview Drive, Hudson, WI, owner of Rolling Hills, spoke in opposition to the rezoning.

Councilmember Zappa moved to table the item with instructions to staff to review the zoning in the area surrounding Rolling Hills and report back to the Council.

Seconded by Councilmember Juker

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

G. AWARD OF BIDS:

None

H. UNFINISHED BUSINESS:

1. 1990 Budget - Reduced State Aid

At the May 31 meeting, Council directed staff to prepare a list of reductions in department budgets totalling \$113,200 as an alternative to using the remaining General Fund Contingency Account and part of the General Fund balance.

- a. Manager McGuire presented the staff report.
- b. Finance Director Faust presented the specifics of the proposal.

Councilmember Bastian moved to approve the following list of changes:

<u>AMOUNT</u>	<u>DEPARTMENT</u>	<u>DESCRIPTION</u>
\$ 13,070	General Government	Consultant fees, capital outlay, miscellaneous commodities and services, revised insurance cost estimate
\$ 10,000	Finance	Truth in Taxation notices to taxpayers
\$ 17,130	Public Safety	Miscellaneous capital outlay items
\$ 10,000	Public Works	Temporary engineering aides
\$ 15,000	Parks & Recreation	Delete projects for the Nature Center and Gloster Park
<hr/>		
\$ 65,200	Total expenditure reductions	
48,000	Increase in estimated revenues - administrative overhead charges for public improvement projects	
<hr/>		
\$113,200	Total 1990 Budget revisions	

Seconded by Councilmember Zappa

Ayes - All

2. Mark's Nature Haven

- a. Preliminary Plat
- b. Rezoning

- 1. Manager McGuire presented the staff report
- 2. Community Development Director Olson presented the specifics of the proposal.
- 3. Commissioner Robert Cardinal of the Planning Commission presented the Commission recommendation.
- 4. Mayor Anderson called for proponents or opponents of the proposal. The following were heard:

Mr. Gregory J. Frank, Engineering Surveyor,
PaceSetter Property Management, Plymouth, MN
Ms. Beverly Stielow, 1285 Sterling Avenue S.
Mr. Ron Sokolik, 2371 Carver Avenue
Mr. Larry Grand, 2405 Carver Avenue
Mr. Roger W. Singer, 1250 Dorland
Mr. Larry Lyle, Planner, PaceSetter Property Management

Councilmember Rossbach introduced the following resolution and moved its adoption:

90 - 6 - 93

WHEREAS, Pacesetter Property Management, Inc. initiated a rezoning from F, farm residence district, to R-1, single-dwelling residential, for the following-described property:

The West 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section 24, Township 28, Range 22, except the South 256 feet of the East 170 feet thereof, also except the West 1/2 of the Southwest 1/4 of said Northeast 1/4 of the Northwest 1/4.

This property is also known as 2413 Carver Avenue, Maplewood;

WHEREAS, the procedural history of this rezoning is as follows:

1. This rezoning was reviewed by the Maplewood Planning Commission on January 18, 1990. The Planning Commission recommended to the City Council that said rezoning be R-1.
2. The Maplewood City Council held a public hearing on June 11, 1990 to consider this rezoning. Notice thereof was published and mailed pursuant to law. All persons present at said hearing were given an opportunity to be heard and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that the above-described rezoning be approved on the basis of the following findings of fact:

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.

Councilmember Zappa seconded the motion.

Ayes - All

Councilmember Rossbach moved to approve the Mark's Nature Haven preliminary plat for 30 lots subject to the developer completing the following conditions before final plat approval:

- a. Provide a tree replacement plan for the approval of the Director of Community Development, prior to grading or final plat approval. This plan shall show where the developer plans to remove, retain or replace large trees.
- b. The developer or the City must get the following:
 - (1) Permanent off-site drainage easements to the city for the existing posts on the adjacent properties to the west and east, north of Carver Avenue. The City Engineer may waive the easterly pond easement if the developer can design the pond on his property to handle the run-off.
 - (2) A 15-foot-wide off-site utility easement to the City for a watermain connection to the existing main at the intersection of Boxwood Avenue and Dorland Road. The applicant shall construct a 12-inch watermain as part of the watermain installation from Lakewood Drive to Carver Avenue.
 - (3) A street and utility easement to the City for the part of Crestview Drive on 2405 Carver Avenue.

If this becomes a City project, the developer shall pay for all costs.

- c. Install standard city street lights at the intersections of Carver Avenue and Crestview Drive, and Birch Street and Crestview Drive. A third shall be required near the easterly lot line along Boxwood Avenue at the time the developer extends Boxwood Avenue. The exact location is subject to the approval of the City Engineer.
- d. Extend the storm sewer to the easterly lot line along Boxwood Avenue and to the intersection of Lakewood Drive and Birch Street with the construction of these streets.
- e. Change the six-foot-wide drainage/utility easements along all common side property lines to five feet.
- f. Grant the City a temporary 100-foot-diameter cul-de-sac easement for the temporary dead end of Crestview Drive.
- g. Provide a signed developer's agreement, with required surety, for all required public improvements, erosion control and tree replacement. This agreement shall include a requirement for the placement of temporary fencing, during construction, around woodlots to be saved.
- h. Deed the small remnant piece of land south of the proposed east-west street, south of Lot 1, Block 2, to the owners of 2405 Carver Avenue.
- i. The developer shall complete all grading for public improvements and overall site drainage. The City Engineer shall include any of this grading that is not completed before final approval in the developer's agreement.

Seconded by Councilmember Zappa

Ayes - All

Councilmember Bastian moved that staff initiate a study of the feasibility of Estate Lot Zoning or to assure lot size compatibility

Seconded by Councilmember Juker

Ayes - All

3. Emergency Management Salaries

This item was tabled from the May 31 meeting with a request for additional information.

- a. Manager McGuire presented the staff report.

Councilmember Bastian moved the salaries for the Director and Deputy Director of Emergency Management be increased to \$600 and \$375 per month respectively .

Seconded by Councilmember Zappa

Ayes - Bastian, Zappa, Rossbach
Nays - Anderson, Juker

4. Community Center

- a. City Manager McGuire presented the staff report.

b. Councilmember Bastian moved that an advisory committee be established, consisting of six appointed who would act as an objective review board. This committee would conduct a special public hearing at which otential user groups (theater, seniors, etc.) would be invited to make a formal presentaton/request to the committee. Following the public presentations, the committee would develop a recommendation to the City Council. The six appointed residents would reflect the community as much as possible and would probably include a senior citizen, teen, etc.

Seconded by Mayor Anderson

Ayes - All

5. Council Policies

- a. Manager McGuire presented the staff report.
- b. City Attorney Kelly presented the specifics of the proposal.

Councilmember Rossbach introduced the following ordinance and moved its adoption:

Ordinance No. 664

**AN ORDINANCE AMENDING SECTION 9-1
STREET ACCESSIBILITY REQUIREMENTS;
EXCEPTIONS OF THE MAPLEWOOD CITY CODE**

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

Section 1. Section 9-1 of the Maplewood Code of Ordinances is hereby amended as follows:

Section 9-1 Street Accessibility and certificate of occupancy requirements; exceptions,

- (a) No building permits will be issued for any construction within the City, unless the building site is located adjacent to an existing street which is dedicated and maintained as a City street, or unless provision for street construction has been made in full compliance with this code, and in no case until grading work, as provided in this code, has been completed and certified to the Clerk by the City Engineer; except that, in isolated incidences, the Council may enter into an agreement with the property owner for special handling of an unusual situation, which agreement shall be recorded so as to run with the land affected;
- (b) The City shall not issue any certificates of occupancies in an approved plat, until the developer has laid the first layer of asphalt on the platted street(s).

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

Seconded by Councilmember Bastian

Ayes - All

Councilmember Rossbach introduced the following Ordinance and moved its adoption:

Ordinance No. 665

**AN ORDINANCE AMENDING THE MAPLEWOOD
CODE RELATING TO LOT DIVISIONS**

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

Section 1. Section 30-15. Lot Divisions is hereby amended to read as follows:

- (a) For the purposes of this section, a lot division is defined as the division of a tract of land into two (2) or three (3) lots.
- (b) The Director of Community Development may approve or cause to be modified plans for a lot division. The Director must first determine, however, that the plans meet all city ordinances and policies, and that the proposal would not have an inverse impact on the subject property or surrounding properties. If the director makes a negative determination or the applicant wishes to appeal the decision, the case shall be sent to the City Council for action.
- (c) A letter of credit may be required as a condition to lot splits on plats in order to guarantee the proper repair and patching of streets after the installation of utilities in the streets or right-of-ways.

(d) Only one (1) lot division application for each subject lot shall be accepted in any single calendar year.

(e) Deeds must be filed within one year of approval by the City of a lot division.

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

Seconded by Councilmember Bastian

Ayes - All

Councilmember Rossbach introduced the following Ordinance and moved its adoption:

Ordinance No. 666

AN ORDINANCE REGARDING CITY EVENTS

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

Section 1. Sections 2-8 of the Maplewood City Code is hereby adopted to read as follows:

CITY EVENTS. The Maplewood City Council may waive any requirements for payment of license fee or permit fee for any city-sponsored event.

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

Seconded by Councilmember Bastian

Ayes - All

Councilmember Bastian introduced the following Resolution and moved its adoption:

90 - 6 - 94

WHEREAS, an increasing number of persons are transacting business with the City of Maplewood and paying by check;

WHEREAS, City is requesting verification with respect to the individual or parties paying by check:

WHEREAS, the City desires a check receipt policy;

NOW, THEREFORE, be it resolved the City adopts the following check receipt policy; to-wit:

CHECK RECEIPT POLICY. All persons transacting any business with City, and paying by check, must provide the City his/her telephone number and a valid driver's license or state identification card. Persons unable to provide this information or identification may be denied service by City Staff, unless otherwise authorized or approved by the respected department head or City Manager or designee.

Seconded by Councilmember Zappa

Ayes - All

I. NEW BUSINESS

1. Fence Height Request - 735 County Road B (Powers)

a. City Manager McGuire presented the staff report.

b. Community Development Director Olson presented the specifics.

c. Kevin Powers, 735 E. County Road B, the applicant, presented his views on the proposal.

Councilmember Bastian moved to approve an eight-foot-high fence along the north and part of the west side of 735 County Road B, subject to getting a building permit.

Seconded by Councilmember Zappa

Ayes - All

2. Community Design Review Board Appeal: Gall Avenue (Seltun)

- a. Manager McGuire presented the staff report.
- b. Community Development Director Olson presented the specifics of the appeal.
- c. Vicki Seltun, 2474 Gall Avenue, presented her views.
- d. Mayor Anderson called for proponents or opponents of the appeal. The following were heard:

Albert Giorgini, 2417 Gall Avenue
Bruce Mogren, Stillwater, MN

Councilmember Bastian moved to table this item to June 25.

Seconded by Councilmember Zappa

Ayes - All

3. Comprehensive Plan: Land use Classifications

- a. Manager McGuire presented the staff report.
- b. Director of Community Development Olson presented the specifics of the proposal.

Councilmember Bastian moved to authorize the concept of replacing the land use classifications in the City's Comprehensive Plan with the City's zoning district classifications, with instruction to staff to report back to Council with a plan to clarify the classifications.

Seconded by Councilmember Zappa

Ayes - All

4. City-Wide Water Main Extensions and Misc. Improvements, Project 90-07 - Schedule Public Hearing

- a. Manager McGuire presented the staff report.
- b. Director of Public Works Haider presented the specifics of the proposal.

Councilmember Bastian moved to table this item to June 25

Seconded by Councilmember

Ayes - All

5. Gonyea's Oak Heights - Cash Payment Proposal

- a. Manager McGuire presented the staff report.
- b. Director of Public Works Haider presented the specifics of the proposal.
- c. City Attorney Kelly spoke to clarify issues presented.

Mayor Anderson moved to accept Gonyea's offer of cash payment in lieu of completion of storm sewer outlet from Pond 15 to Pond 16.

Seconded by Councilmember Juker

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

6. Order Feasibility - Mall Area Traffic Improvements

- a. Manager McGuire presented the staff report.
- b. Director of Public Works Haider presented the specifics of the report.

Councilmember Rossbach moved to table this item until June 25 with direction to staff to obtain more information from consultant.

Seconded by Councilmember Zappa

Ayes - All

7. Sophia and East Shore Drive - "No Parking" Signs

- a. City Manager McGuire presented the staff report.

Mayor Anderson moved to approve posting of "No Parking" signs on the north side of Sophia between East Shore Drive and Phalen Place.

Seconded by Councilmember Juker

Ayes - All

8. Storage and Re-Use of Videotapes

- a. Manager McGuire presented the staff report.
- b. Assistant City Manager Maglich presented the specifics of the proposal.

Mayor Anderson introduced the following resolution and moved its adoption:

90 - 6 - 95

VIDEOTAPE RETENTION POLICY

WHEREAS, the Minnesota Government Data Practices Act requires the City to retain the videotapes of public meetings for years; and

WHEREAS, all public government data including videotapes must be maintained in such a manner as to make it easily accessible for convenient use of the public; and

WHEREAS, the establishment of the City of Maplewood's retention, disposition and copying policy is contingent upon the acceptance of this policy by the Minnesota State Records Disposition Panel,

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

1. The videotapes of public meetings will be stores for a period of 30 calendar days following a meeting;

2. Within the 30 days, the tape will be available for viewing free of charge during that time;

3. A copy of the tape may be requested during that 30-day period. The request must be in writing. The copying charge will be a flat rate for s single tape 2 or less hours in duration. This duplication charge will be composed of the cost of a new tape plus the time required to copy the tape. The copying charge shall be paid before the copy is released;

4. Copies of the tapes will be provided as soon as possible from the time the request is received; and

5. Following the 30-day retention period, the tapes will be available for re-use.

Seconded by Councilmember Zappa

Ayes - All

9. Consolidation, Merger and Annexation

Councilmember Bastian moved the Council endorse the concept of joining with surrounding communities in providing various services and functions, and for staff to for staff to look at the various functions and to initiate discussions with other cities to determine whether joint efforts would be feasible. Staff is to report back to the Council by the end of 1990.

Seconded by Councilmember Zappa

Ayes - All

Councilmember Juker moved to extend the meeting until all items were completed.

Seconded by Councilmember Bastian

Ayes - All

10. City Hall Update

- a. Manager McGuire reported on the status of the City Hall remodeling.
- b. Director of Public Works Haider responded to questions regarding the specifics of the current status.

No action was requested.

11. Preliminary Plat Renewal: Cave's English Street 2nd Addition

Councilmember Rossbach stated that his reason for requesting removal of this item from the Consent Agenda was that when the PUD was originally approved there was multiple housing planned for the area by the railroad tracks, which are no longer there, and it was the only multiple housing in the development.

Councilmember Rossbach moved that staff investigate the possibility of what can be done to change the area from Multiple Dwelling to single family.

Seconded by Councilmember Bastian

Ayes - All

Councilmember Bastian moved to table the Preliminary Plat Renewal of Cave's English Street 2nd Addition until July 9.

Seconded by Councilmember Rossbach

Ayes - All

J. VISITOR PRESENTATIONS

None

K. COUNCIL PRESENTATIONS

1. Yard Waste

- a. Councilmember Rossbach requested that Council direct staff, particularly the health officer, to follow very closely the now continually open Ramsey County compost sites in Maplewood with regard to the periodic removal of grass clippings, as they have promised to do, to ensure that it is not left there to become a problem as it has in past years.
- b. Councilmember Juker noted that, since there is now a disease that is killing birch trees, the City may be faced with the problem of removing those as well.

2. M.W.C.C.

- a. Councilmember Zappa requested that the Finance Director keep the Council informed with regard to what is happening at the Metropolitan Waste Control Commission.

3. Changes in Conditions of Final Plats

- a. Councilmember Zappa moved to direct staff to look into whether a contractor, when he comes in with a final plat, can be required to put in the utilities, plot out the lots and put in the roadways, all except the final layer of blacktop.

Seconded by Councilmember Rossbach

Ayes - All

4. Larpenteur and White Bear Avenue

- a. Councilmember Bastian noted that there are a number of signs in the City showing that Olympic Festival activities will be taking place at Aldrich Arena. One sign is posted at the North East corner of White Bear and Larpenteur, and is a very nice sign, but placed in the middle of a trash yard, with not only trash, but also weeds that are two or three feet tall. Since this intersection will be one of the main entrance ways to Maplewood, we should look at cleaning that up as well as other corners. The weed inspector should try to get these areas cleaned up before the activities start.
- b. Councilmember Juker inquired about what the City is doing in observance of the Olympic Festival.
- c. Park & Recreation Director Odegard explained that the Torch Run will occur here on July 4 - picking up the torch from White Bear Lake, and passing it to Little Canada. Additionally, the cover of the current Maplewood-in-Motion has a picture of the torch.
- d. Councilmember Juker indicated she felt there should be banners along the route of the torch run route.

Councilmember Bastian moved that staff be directed to report back to Council at the June 25 meeting regarding promotion of the Olympic Festival.

Seconded by Councilmember Zappa

Ayes - All

5. Highway Funds Lost in Past Year

Mayor Anderson moved that staff report at the June 25 meeting on the amount of highway aid funds lost during the past year because of street projects we have turned down.

Seconded by Councilmember Bastian

Ayes - All

Councilmember Bastian moved to adjourn the meeting at 10:53 p.m.

Seconded by Councilmember Zappa

Ayes - All

AGENDA REPORT

Action by Council

TO: City Manager
 FROM: Finance Director *Loquist*
 RE: APPROVAL OF CLAIMS
 DATE: July 3, 1990

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

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

ACCOUNTS PAYABLE:

\$ 454,612.97	Checks # 5872 thru # 10511
	Dated 5-30-90 thru 6-27-90

\$ <u>127,298.05</u>	Checks # 6446 thru # 6620
	Dated 7-9-90

\$ 581,911.02	Total per attached voucher/check register
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PAYROLL:

\$ 188,762.18	Payroll Checks
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\$ <u>36,116.37</u>	Payroll Deductions
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\$ 224,878.55	Total Payroll
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\$ 806,789.57	GRAND TOTAL
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Attached is a detailed listing of these claims.

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 06

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				TELEPHONE	53.90	
				TELEPHONE	67.40	
				TELEPHONE	50.95	
				TELEPHONE	29.04	
				TELEPHONE	47.40	
				TELEPHONE	123.56	
				TELEPHONE	.27	4,772.96
10447	690200	06/13/90	OLD CARS PRICE GUIDE	MEMBERSHIP	16.95	16.95
10448	541400	06/13/90	MINN. STATE TREASURER	MOTOR VEH LIC	10,769.85	10,769.85
10449	541400	06/13/90	MINN. STATE TREASURER	STATE DRIVERS LIC.	476.00	476.00
10450	661750	06/13/90	NORTHERN STATES POWER	UTILITIES	2,781.78	
				UTILITIES	2.94	
				UTILITIES	2.94	
				UTILITIES	2.94	
				UTILITIES	4.17	
				UTILITIES	2.94	
				UTILITIES	114.07	
				UTILITIES	132.59	
				UTILITIES	6.85	
				UTILITIES	7.06	
				UTILITIES	7.06	
				UTILITIES	357.19	
				UTILITIES	296.34	
				UTILITIES	24.24	
				UTILITIES	852.90	
				UTILITIES	144.01	
				UTILITIES	40.55	
				UTILITIES	213.43	
				UTILITIES	79.81	
				UTILITIES	65.61	5,139.42
10451	140400	06/13/90	CLERK OF DISTRICT COURT	CNTY DRIVERS LIC.	126.50	126.50
10452	570100	06/14/90	MONROE SYSTEMS	REPAIR & MAINT/EQUIPMENT	117.00	
				REPAIR MAINT EQUIP.	117.00	234.00
10453	541400	06/14/90	MINN. STATE TREASURER	STATE DRIVERS LICENSE	306.00	306.00
10454	541400	06/14/90	MINN. STATE TREASURER	MOTOR VEH LIC.	10,148.82	10,148.82
10455	110605	06/14/90	CARROLL BURACKER & ASSOC., INC.	FEES FOR SERVICE	1,881.17	1,881.17
10456	452050	06/14/90	LAVELLE, WILLIAM	REFUND	22.75	22.75
10457	190400	06/14/90	DEPT. OF NATURAL RESOURCES	DNR LICENSE	325.00	325.00
10458	231800	06/15/90	EKSTRAND, TOM	WAGE DEDUCTION	866.88	866.88

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
10459	130800	06/15/90	CHICAGO NORTHWESTERN	OUTSIDE RENTAL EQUIPMENT	180.00	180.00
10460	630900	06/15/90	NATIONAL YOUTH SPORTS COACHES	TRAVEL & TRAINING	325.50	325.50
10461	240725	06/15/90	EMPLOYEE BENEFIT PLANS	DEPOSITS W/PAYING AGENTS	2,000.00	2,000.00
10462	560500	06/15/90	MN STATE TREASURER PERA	MOTOR VEH LIC FEES PAYABLE	8,175.00	8,175.00
10463	560500	06/15/90	MN STATE TREASURER PERA	STATE DRIVERS LIC FEES PAYABLE	676.00	676.00
10464	560500	06/18/90	MN STATE TREASURER PERA	STATE DRIVERS LIC FEES PAYABLE	688.00	688.00
10465	560500	06/18/90	MN STATE TREASURER PERA	MOTOR VEH LIC FEES PAYABLE	7,421.00	7,421.00
10466	751300	06/19/90	RICHIE, CAROLE	WAGE DEDUCTION	514.11	514.11
10467	560500	06/19/90	MN STATE TREASURER PERA	STATE DRIVERS LIC FEES PAYABLE	753.00	753.00
10468	560500	06/19/90	MN STATE TREASURER PERA	MOTOR VEH LIC FEES PAYABLE	8,647.34	8,647.34
10469	750655	06/20/90	REIMERS,LAWRENCE O	AMBULANCE	245.00	245.00
10470	541400	06/20/90	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	599.50	599.50
10471	541400	06/20/90	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	8,284.10	8,284.10
10472	140400	06/21/90	CLERK OF DISTRICT COURT	CNTY DRIVERS LIC FEES PAYABLE	134.00	134.00
10473	101695	06/21/90	BURKE, MYLES	WAGE DEDUCTION	58.72	58.72
10474	890900	06/21/90	U.S.WEST COMMUNICATIONS	TELEPHONE	1,579.96	
				TELEPHONE	50.95	
				TELEPHONE	50.95	
				TELEPHONE	51.70	
				TELEPHONE	263.88	
				TELEPHONE	1,156.34	
				TELEPHONE	48.75	
				TELEPHONE	48.75	
				TELEPHONE	48.75	
				TELEPHONE	155.75	
				TELEPHONE	48.75	
				TELEPHONE	48.75	
				TELEPHONE	105.94	
				TELEPHONE	54.65	
				TELEPHONE	54.65	
				TELEPHONE	54.65	
				TELEPHONE	69.76	
				TELEPHONE	59.24	
				TELEPHONE	54.65	
				TELEPHONE	29.62	
				TELEPHONE	253.71	

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 06

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				TELEPHONE	192.77	
				TELEPHONE	53.90	
				TELEPHONE	67.40	
				TELEPHONE	50.95	
				TELEPHONE	19.54	
				TELEPHONE	47.40	
				TELEPHONE	108.36	
				A/R MISCELLANEOUS	.42	4,830.89
10475	150800	06/21/90	COMMISSIONER OF REVENUE	FUEL & OIL	17.50	
				FUEL & OIL	12.06	
				FUEL & OIL	17.28	
				FUEL & OIL	6.85	
				FUEL & OIL	8.89	
				FUEL & OIL	17.36	
				15.56	15.56	
				15.56	14.00	
				FUEL & OIL	18.34	
				FUEL & OIL	6.38	134.22
10476	541400	06/21/90	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	9,967.50	9,967.50
10477	541400	06/21/90	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	236.00	236.00
10478	190400	06/21/90	DEPT. OF NATURAL RESOURCES	DNR LICENSE FEES PAYABLE	282.00	282.00
10479	751390	06/22/90	RIEPE, DONALD T.	AMB BILLS	46.40	46.40
10480	880850	06/22/90	TRW/RECEIVABLES MANAGEMENT SER	COLLECTION	208.00	208.00
10481	722200	06/22/90	PUBLIC EMPLOYEE	PERA DEDUCTION	10,409.48	
				PERA CONTRIBUTIONS	13,481.79	23,891.27
10482	320500	06/22/90	GROUP HEALTH INC.	AMB	232.00	232.00
10483	722200	06/22/90	PUBLIC EMPLOYEE	LIFE INSURANCE	162.00	162.00
10484	541400	06/22/90	MINN. STATE TREASURER	MOTOR VEHICLE LIC.	8,598.00	8,598.00
10485	541400	06/22/90	MINN. STATE TREASURER	STATE DRIVERS LIC.	650.50	650.50
10486	430400	06/22/90	KNOX COMMERCIAL CREDIT	MAINTENANCE MATERIAL	72.11	72.11
10487	181855	06/22/90	DAVIS, LOIS	PROGRAM SUPPLIES	4.49	
				REPAIR MAINT EQUIP.	9.49	
				SUPPLIES	10.49	
				PROGRAM SUPPLIES	9.36	
				SUPPLIES OFFICE	17.50	
				SUPPLIES OFFICE	17.90	
				INTERNAL RENTAL	5.00	74.23

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
10488	531650	06/22/90	METRO WASTE CONTROL COMMISSN	SURCHARGE SURTAX RETAINER	166,200.00 1,662.00-	164,538.00
10489	020885	06/22/90	ALTENDORFER, ROGER	REPAIR MAINT VEHICLE	675.00	675.00
10490	150600	06/22/90	COMMERCIAL LIFE INS. CO.	DEDUCTION DEDUCTION HEALTH LIFE DENTAL HEALTH LIFE DENTAL	337.02 205.64 926.70 21.81	1,491.17
10491	261100	06/25/90	FIRST MINNESOTA	FICA PAYABLE FED. INCOME TAX FICA CONTRI.	8,427.58 21,844.50 8,427.58	38,699.66
10492	560100	06/25/90	MN STATE COMMISSIONER	STATE INCOME TAX	8,892.48	8,892.48
10493	261100	06/25/90	FIRST MINNESOTA	WAGE DEDUCTION	237.50	237.50
10494	131500	06/25/90	CITY COUNTY EMPLOYEE	A/R INS.	65.00	65.00
10495	010250	06/25/90	A.F.S.C.M.E.	A/R INS.	8.00	8.00
10496	943500	06/25/90	WISCONSIN DEPT. OF REVENUE	STATE INCOME	110.60	110.60
10497	541400	06/25/90	MINN. STATE TREASURER	STATE DRIVERS LIC.	609.00	609.00
10498	541400	06/25/90	MINN. STATE TREASURER	MOTOR VEH LIC.	8,478.26	8,478.26
10499	030400	06/26/90	ANDERSON, CAROLE	CHANGE	50.00	50.00
10500	942070	06/25/90	WILD MOUNTAIN	FEES FOR SERVICE	272.00	272.00
10501	400600	06/25/90	J.L. SHIELY CO.	J.L. SHIELY CO	2,019.19	2,019.19
10502	660800	06/26/90	NORTH ST. PAUL CITY OF	UTILITIES UTILITIES	128.10 189.32	317.42
10503	240725	06/26/90	EMPLOYEE BENEFIT PLANS	DEPOSITS W/PAYING AGENTS	2,000.00	2,000.00
10504	541400	06/26/90	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	621.00	621.00
10505	541400	06/26/90	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	15,861.92	15,861.92
10506	541400	06/27/90	MINN. STATE TREASURER	MOTOR VEH LIC FEES PAYABLE	12,080.30	12,080.30
10507	541400	06/27/90	MINN. STATE TREASURER	STATE DRIVERS LIC FEES PAYABLE	485.00	485.00
10508	780500	06/28/90	SAINTS NORTH	FEES FOR SERVICE	68.00	68.00
10509	882100	06/27/90	TWIN CITY MUSICIANS UNION	FEES FOR SERVICE	943.80	943.80

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 06

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
10510	570050	06/27/90	MOBILE EMERGENCY SYSTEMS, INC.	REPAIR & MAINT/VEHICLE	2,841.50	2,841.50
10511	640807	06/27/90	NETTLETON, MACK	DEPOSITS PAYABLE	6,800.00	
				DEPOSITS PAYABLE	1,960.00	
				INTEREST ON INVESTMENTS	328.90	9,088.90
6446	020950	07/09/90	AMBERG, LISA	PROGRAM REGISTRATION FEES	10.00	10.00
6447	021200	07/09/90	AMERICAN FASTENER	SUPPLIES-VEHICLE	64.98	64.98
6448	040915	07/09/90	ARNALS AUTO SERVICE	REPAIR & MAIN/VEHICLE	182.55	
				REPAIR & MAIN/VEHICLE	332.88	515.43
6449	050350	07/09/90	AVALON HOMES, INC	DEPOSITS PAYABLE	1,000.00	
				INTEREST ON INVESTMENTS	12.60	
				DEPOSITS PAYABLE	1,000.00	
				INTEREST ON INVESTMENTS	8.36	2,020.96
6450	061700	07/09/90	BASTIAN, GARRY	TRAVEL & TRAINING	243.27	243.27
6451	061900	07/09/90	BATTERY TIRE WAREHOUSE	SUPPLIES-VEHICLE	3.32	
				SUPPLIES VEHICLE	2.53	
				SIPPLIES VEHICLE	33.60	
				SUPPLIES VEHICLE	35.02	74.47
6452	071200	07/09/90	BEST BUY CO.	BEST BUY	499.99	499.99
6453	080100	07/09/90	BJERKNESS, MARGARET	PROGRAM REGISTRATION FEES	33.00	33.00
6454	080325	07/09/90	BLACKSTONE, GAIL	TRAVEL & TRAINING	252.83	
				VEHICLE ALLOWANCE	79.04	331.87
6455	080875	07/09/90	BOARD MEMBER MANUAL 1990	BOOKS	12.00	
				BOOKS	12.00	
				BOOKS	12.00	
				BOOKS	12.00	
				BOOKS	12.00	
				BOOKS	3.00	63.00
6456	080900	07/09/90	BOARD OF WATER COMMISSIONERS	UTILITIES	20.04	
				UTILITIES	15.90	35.94
6457	081300	07/09/90	BOYER TRUCK PARTS	SUPPLIES-VEHICLE	7.58	7.58
6458	091200	07/09/90	BRIGGS & MORGAN	FEES - CONSULTING	5,677.00	5,677.00
6459	091443	07/09/90	BROWN BUILDERS DEVELOPERS	DEPOSITS PAYABLE	1,000.00	
				INTEREST ON INVESTMENTS	19.73	1,019.73
6460	091445	07/09/90	BROWN, JEFF	PROGRAM REGISTRATION FEES	10.00	10.00

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6461	091500	07/09/90	BRYAN ROCK	BRYAN ROCK	1,054.00	1,054.00
6462	110390	07/09/90	CAPITOL RUBBER STAMP COMPANY	SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES-OFFICE	12.00 6.00 17.00	35.00
6463	110480	07/09/90	CARLSON EQUIPMENT	EQUIPMENT-PURCHASED MAINTENANCE MATERIAL	2,227.00 800.00	3,027.00
6464	110490	07/09/90	CARLSON TRACTOR	SUPPLIES-VEHICLE	186.62	186.62
6465	110700	07/09/90	CASTLE DISIGN & DEVELOPMENT	DEPOSITS PAYABLE INTEREST ON INVESTMENTS	1,000.00 8.08	1,008.08
6466	120325	07/09/90	CELLULAR ONE	EQUIPMENT OTHER	320.00	320.00
6467	120375	07/09/90	CEMSTONE PRODUCTS COMPANY	MAINTENANCE MATERIAL	398.65	398.65
6468	120450	07/09/90	CENTER FOR EXERCISE & HEALTH	FEES FOR SERVICE FEES FOR SERVICE	54.00 54.00 108.00 108.00 72.00 54.00 108.00 1,836.00 54.00	2,448.00
6469	130300	07/09/90	CHAPIN PUBLISHING	LEGAL & FISCAL	63.65	63.65
6470	140100	07/09/90	CLARK BOARDMAN LTD.	MEMBERSHIP	117.35	117.35
6471	140205	07/09/90	CLEAN STEP RUGS	FEES FOR SERVICE FEES FOR SERVICE	14.10 13.10	27.20
6472	150175	07/09/90	COLLINS ELECTRICAL CONST.	REPAIR & MAINT/EQUIPMENT	172.82	172.82
6473	150200	07/09/90	COLLINS, KENNETH V.	PROGRAM SUPPLIES	117.61	117.61
6474	150900	07/09/90	COMMISSIONER OF TRANSPORTATION	REPAIR & MAIN/EQUIPMENT REPAIR & MAIN/EQUIPMENT SUBSCRIPTIONS & MEMBERSHIPS	83.37 63.92 15.00	162.29
6475	151750	07/09/90	DENNIS L. CONROY, PH.D	FEES FOR SERVICE	375.00	375.00
6476	152300	07/09/90	COPY DUPLICATING PROD.	DUPLICATING COSTS	392.09	392.09
6477	152400	07/09/90	COPY EQUIPMENT, INC.	SUPPLIES-EQUIPMENT SUPPLIES-EQUIPMENT	103.78 29.53	133.31
6478	152500	07/09/90	CORPORATE RISK MANAGERS, INC.	FEES FOR SERVICE	155.00	155.00

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 06

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6479	170100	07/09/90	CURRENTECH COMPUTER CENTERS	SUPPLIES-OFFICE	23.64	
				CURRENTECH	958.37	
				CURRENTECH	433.70	
				EQUIPMENT	440.30	
				CURRENTECH	646.56	
				SUPPLIES-OFFICE	13.97-	
				SUPPLIES-OFFICE	.64-	2,487.96
6480	181300	07/09/90	DATA DISPATCH	FEES FOR SERVICE	51.00	51.00
6481	181855	07/09/90	DAVIS, LOIS	VEHICLE ALLOWANCE	46.80	
				TRAVEL & TRAINING	162.19	208.99
6482	181875	07/09/90	DAYS INN	TRAVEL TRAINING	75.33	75.33
6483	200200	07/09/90	DEZELAR, PHIL	PROGRAM REGISTRATION FEES	10.00	10.00
6484	220050	07/09/90	DUCHARME, JOHN	PROGRAM SUPPLIES	40.00	40.00
6485	230900	07/09/90	EASTMAN KODAK COMPANY	SUPPLIES OFFICE	8.90	
				SUPPLIES OFFICE	20.45	
				SUPPLIES OFFICE	28.87	
				SUPPLIES OFFICE	46.93	
				SUPPLIES OFFICE	5.99	
				SUPPLIES OFFICE	55.82	
				SUPPLIES OFFICE	27.44	194.40
6486	231525	07/09/90	EDEN SYSTEMS, INC.	FEES FOR SERVICE	375.00	
				FEES FOR SERVICE	187.50	562.50
6487	231650	07/09/90	EGGHEAD DISCOUNT SOFTWARE	SUPPLIES-EQUIPMENT	81.00	81.00
6488	240375	07/09/90	EMERGENCY APPARATUS MAINT. INC	REPAIR MAINT VEHICLE	941.00	
				REPAIR MAINT VEH.	958.77	1,899.77
6489	250080	07/09/90	ENGRAPHICS	SUPPLIES-JANITORIAL	29.50	29.50
6490	250200	07/09/90	ESS BROTHERS & SONS INC.	ESS BROTHERS & SONS INC	3,225.00	3,225.00
6491	260250	07/09/90	FACILITY SYSTEMS, INC.	BUILDING IMPROVEMENT	1,693.91	
				EQUIPMENT OFFICE	441.50	2,135.41
6492	260400	07/09/90	FAUST, DANIEL	TRAVEL & TRAINING	2.55	2.55
6493	261275	07/09/90	LORRAINE B FISCHER	TRAVEL & TRAINING	613.03	
				VEHICLE ALLOWANCE	278.00	891.03
6494	270200	07/09/90	FLEET SUPPLY	REPAIR MAINT VEHICLE	140.46	140.46
6495	270250	07/09/90	FLEET TECH SERVICE CORP.	REPAIR & MAINT/VEHICLE	155.34	
				REPAIR & MAINT/VEHICLE	127.10	282.44

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6496	280075	07/09/90	FORESTRY SUPPLIERS, INC.	UNIFORMS & CLOTHING	113.83	113.83
6497	280460	07/09/90	FOSSE,DICK	PROGRAM REGISTRATION FEES	10.00	10.00
6498	290050	07/09/90	FRANK'S NURSERY & CRAFTS	SUPPLIES-OFFICE	29.46	29.46
6499	302560	07/09/90	GIMPS LIVE BAIT & SPORTING	OUTSIDE RENTAL-EQUIPMENT	24.00	24.00
6500	302570	07/09/90	GIULIANI,ANNETTA	PROGRAM REGISTRATION FEES	25.00	25.00
6501	302580	07/09/90	GLADSTONE FIRE DEPT.	MISCELLANEOUS	19.00	19.00
6502	310300	07/09/90	GOODYEAR TIRE COMPANY	REPAIR & MAINT/VEHICLE	6.50	
				REPAIR & MAINT/VEHICLE	121.92	
				REPAIR & MAINT/VEHICLE	60.96	189.38
6503	310350	07/09/90	GOODYEAR TIRE COMPANY	SUPPLIES-VEHICLE	471.78	471.78
6504	310850	07/09/90	GOVERNMENT TRAINING SERVICE	TRAVEL & TRAINING	139.00	
				TRAVEL & TRAINING	139.00	278.00
6505	320525	07/09/90	GRUBER'S POWER EQUIPMENT	SUPPLIES-JANITORIAL	21.48	21.48
6506	330160	07/09/90	HAGGLUND,DENNIS	PROGRAM REGISTRATION FEES	22.00	22.00
6507	330225	07/09/90	HANDY HITCH & WELDING CO. INC.	PROGRAM SUPPLIES	73.40	
				PROGRAM SUPPLIES	73.40	146.80
6508	330250	07/09/90	HANSEN,PATRICIA	PROGRAM REGISTRATION FEES	7.00	7.00
6509	330275	07/09/90	HANSON,DENNIS	PROGRAM REGISTRATION FEES	10.00	10.00
6510	341700	07/09/90	HERBERT, MICHAEL J.	UNIFORMS	350.00	350.00
6511	350675	07/09/90	HILLSTROM,DONNA	PROGRAM REGISTRATION FEES	12.00	12.00
6512	350700	07/09/90	HIRSHFIELDS	SUPPLIES EQUIPMENT	24.33	24.33
6513	350900	07/09/90	HOLIDAY	FUEL OIL	11.50	11.50
6514	370100	07/09/90	HUTCHINSON, ANN	PROGRAM SUPPLIES	43.00	43.00
6515	390100	07/09/90	INDEPENDENT SCHOOL DIST. #622	PUBLISHING	170.00	
				PUBLISHING	170.00	
				FEES FOR SERVICE	33.00	
				FEES FOR SERVICE	400.96	773.96
6516	391500	07/09/90	INTERNATIONAL CONFERENCE	SUPPLIES OFFICE	25.00	25.00
6517	391675	07/09/90	INTERNATIONAL PERSONNEL MGMT	SUBSCRIPTIONS & MEMBERSHIPS	65.00	65.00

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6518	391690	07/09/90	INTL.SOCIETY OF CRIME PREV.	MEMBERSHIP	35.00	35.00
6519	401900	07/09/90	JOLLY TYME FAVORS	PROGRAM SUPPLIES	24.30	24.30
6520	410500	07/09/90	KENNA, JOHN J.	LEGAL FISCAL	1,127.50	1,127.50
6521	451400	07/09/90	LAND TITLE, INC.	DEPOSITS PAYABLE INTEREST ON INVESTMENTS	1,000.00 7.26	1,007.26
6522	451930	07/09/90	LAS SANA	PROGRAM SUPPLIES	89.54	89.54
6523	460275	07/09/90	LEAGUE OF MINNESOTA	SUBSCRIPTIONS & MEMBERSHIPS	114.75	114.75
6524	460530	07/09/90	LEAGUE OF MN CITIES-BLDG FUND	SUBSCRIPTIONS & MEMBERSHIPS	1,782.00	1,782.00
6525	460675	07/09/90	LEMIRE, CHERYL	PROGRAM REGISTRATION FEES	45.00	45.00
6526	461200	07/09/90	LESLIE PAPER	SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE	62.18 142.84 201.63 327.76 41.95 389.81 191.58	1,357.75
6527	480500	07/09/90	LOFGREN, JOHN R.	UNIFORMS	20.00	20.00
6528	490375	07/09/90	LUND, ROXANNE	PROGRAM REGISTRATION FEES	10.00	10.00
6529	501225	07/09/90	MAC QUEEN EQUIPMENT	SUPPLIES-VEHICLE SUPPLIES-VEHICLE	51.85 61.86	113.71
6530	501505	07/09/90	MAGLICH, GRETCHEN B.	TRAVEL & TRAINING	199.46	199.46
6531	501530	07/09/90	MAIJALA, JEAN	REC - REG. FEES	32.00	32.00
6532	501600	07/09/90	MALARK, CHRIS	PROGRAM REGISTRATION FEES	15.00	15.00
6533	501900	07/09/90	MANPOWER TEMPORARY SERVICE	FEES FOR SERVICE FEES FOR SERVICE	146.58 125.64	272.22
6534	510600	07/09/90	MAPLEWOOD BOWL	FEES FOR SERVICE	128.25	128.25
6535	511575	07/09/90	MASTEL, GREG	PROGRAM REGISTRATION FEES	10.00	10.00
6536	520500	07/09/90	MCGUIRE, MICHAEL	TRAVEL & TRAINING	298.12	298.12
6537	530500	07/09/90	MENARDS	MAINTENANCE MATERIAL MAINTENANCE MATERIAL	11.76 24.88	36.64
6538	530510	07/09/90	MENARD, INC.	MAINTENANCE MATERIAL	38.14	38.14

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6539	530650	07/09/90	METAL DOCTOR	MAINTENANCE MATERIAL	87.11	87.11
6540	531300	07/09/90	METRO INSPECTION SERVICE	FEES FOR SERVICE	2,608.80	2,608.80
6541	540030	07/09/90	MICHALSKI, KATHRYN	PROGRAM REGISTRATION FEES	17.00	17.00
6542	541900	07/09/90	MINNESOTA BLUEPRINT	FEES FOR SERVICE	73.30	73.30
6543	541925	07/09/90	MINNESOTA CELLULAR	TELEPHONE	25.35	25.35
6544	560900	07/09/90	MN TITLE	LEGAL FISCAL	154.00	154.00
6545	570099	07/09/90	MONROE SYSTEMS FOR BUS	REPAIR & MAINT/EQUIPMENT	66.00	66.00
6546	570350	07/09/90	MOSNER, CATHY	REC. REG FEES	30.00	30.00
6547	570500	07/09/90	MOTOROLA, INC	EQUIPMENT OTHER	1,780.00	1,780.00
6548	580400	07/09/90	MROZINSKI, JEFF	PROGRAM REGISTRATION FEES	15.00	15.00
6549	630225	07/09/90	NATIONAL ASSOC. OF POLICE PLAN	MEMBERSHIP	20.00	20.00
6550	630400	07/09/90	NATIONAL BUILDERS	DEPOSITS PAYABLE	500.00	500.00
6551	630765	07/09/90	NATIONAL RECREATION & PARK	SUBSCRIPTIONS & MEMEBERSHIPS	55.00	55.00
6552	630910	07/09/90	NATIONWIDE ADVERTISING SERV.	PUBLISHING PUBLISHING	647.38 93.52	740.90
6553	640300	07/09/90	NEEDELS CO.	SUPPLIES-JANITORIAL	181.40	181.40
6554	640805	07/09/90	NELSONS AUTO SERVICE	REPAIR MAINT	128.75	128.75
6555	660800	07/09/90	NORTH ST. PAUL CITY OF	UTILITIES	2,726.97	2,726.97
6556	660900	07/09/90	NORTH STAR CONCRETE COMPANY	OTHER CONSTRUCTION COSTS	265.00	265.00
6557	661105	07/09/90	NORTH STAR TURF, INC.	SMALL TOOLS SMALL TOOLS	195.00 195.00	390.00
6558	661110	07/09/90	NORTHEAST METRO TECH INSTITUTE	TRAVEL & TRAINING	48.00	48.00
6559	661810	07/09/90	NORTHLAND QUALITY SHELTERS	DEPOSITS PAYABLE INTEREST ON INVESTMENTS	1,000.00 9.86	1,009.86
6560	681300	07/09/90	OIE, RICHARD	SURCHARGE TAX PAYABLE	1.00	1.00
6561	690475	07/09/90	OLSON, SANDY	PROGRAM REGISTRATION FEES	15.00	15.00
6562	691175	07/09/90	OPSAHL, DOUG	PROGRAM REGISTRATION FEES	10.00	10.00

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 06

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6563	691400	07/09/90	ORR, SCHELEN, MAYERON & ASSOC.	FEES-CONSULTING	4,113.59	4,113.59
6564	700460	07/09/90	P.C. EXPRESS/P.C. TRONICS	PC EXPRESS	1,595.00	
				PC EXPRESS	59.00	
				REPAIR & MNCE/EQUIPMENT	198.00	
				EQUIPMENT-OFFICE	3,258.90	
				EQUIPMENT-OFFICE	3,258.90	
				SUPPLIES-OFFICE	9.95	5,120.85
6565	700970	07/09/90	PARENTEAU, DAVID	PROGRAM REGISTRATION FEES	17.00	17.00
6566	711200	07/09/90	PETERS, VICKI & SCOTT	PROGRAM REGISTRATION FEES	10.00	10.00
6567	711345	07/09/90	PETERSON, BELL, CONVERSE & JENSEN	FEES FOR SERVICE	4,000.00	
				FEES FOR SERVICE	918.00	
				FEES FOR SERVICE	4,000.00	8,918.00
6568	711400	07/09/90	PETROLEUM MAINTENANCE	FUEL & OIL	74.80	74.80
6569	721125	07/09/90	PRIEFER, WILLIAM J.	TRAVEL & TRAINING	162.19	
				VEHICLE ALLOWANCE	119.60	281.79
6570	741200	07/09/90	RAINBOW FOODS	PROGRAM SUPPLIES	49.05	
				SUPPLIES-EQUIPMENT	39.69	
				SUPPLIES-EQUIPMENT	35.32	
				PROGRAM SUPPLIES	8.47	
				PROGRAM SUPPLIES	4.76	137.29
6571	741700	07/09/90	RAMSEY COUNTY	FEES FOR SERVICE	272.25	
				OTHER CONSTRUCTION COSTS	42.19	
				OTHER CONSTRUCTION COSTS	1.39	
				LEGAL & FISCAL	29.18	352.01
6572	741725	07/09/90	RAMSEY COUNTY	FEES FOR SERVICE	49.97	49.97
6573	742100	07/09/90	RAMSEY COUNTY CHIEFS OF POLICE	MEMBERSHIP	20.00	20.00
6574	751200	07/09/90	RICHARDS	PROGRAM SUPPLIES	7.45	7.45
6575	761100	07/09/90	RO-SO CONTRACTING, INC.	RO-SO CONTRACTING INC.	4,409.50	4,409.50
6576	761300	07/09/90	ROADRUNNER	FEES FOR SERVICE	24.20	24.20
6577	761320	07/09/90	ROBINSON, BRETT	PROGRAM REGISTRATION FEES	10.00	10.00
6578	762050	07/09/90	ROSEDALE CHEV	SUPPLIES-VEHICLE	40.20	40.20
6579	762200	07/09/90	ROSSBACH, GEORGE	VEHICLE ALLOWANCE	78.00	78.00
6580	770800	07/09/90	RYCO SUPPLY CO.	SUPPLIES-JANITORIAL	178.05	178.05
6581	780350	07/09/90	S.E.H.	OUTSIDE ENGINEERING	30,489.70	30,489.70

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6582	780460	07/09/90	SAFETY KLEEN CORP	FEEES FOR SERVICE	71.25	71.25
6583	780600	07/09/90	TIM SASSE	FEEES-CONSULTING	467.50	467.50
6584	800385	07/09/90	SERVICEMASTER	FEEES FOR SERVICE	116.60	116.60
6585	800800	07/09/90	SEXTON PRINTING	PUBLISHING	3,332.55	3,332.55
6586	820160	07/09/90	SIMMONS,EUGENE	PROGRAM REGISTRATION FEEES	17.00	17.00
6587	820215	07/09/90	SIMONE,MARY	PROGRAM REGISTRATION FEEES	10.00	10.00
6588	830500	07/09/90	SONDRALL,NANCY	PROGRAM REGISTRATION FEEES	17.00	17.00
6589	831600	07/09/90	SPS OFFICE PRODUCTS	SUPPLIES-OFFICE	57.32	
				SUPPLIES OFFICE	54.76	
				SUPPLIES OFFICE	158.11	
				SUPPLIES-OFFICE	44.89	
				SUPPLIES-OFFICE	25.90	
				SUPPLIES OFFICE	113.23	
				SUPPLIE OFFICE	81.60	535.81
6590	840295	07/09/90	ST PAUL BAR & REST	EQUIPMENT-OFFICE	230.00	230.00
6591	840340	07/09/90	ST.PAUL CANDY & TOBACCO, INC.	PROGRAM SUPPLIES	169.60	169.60
6592	840400	07/09/90	ST.PAUL CITY OF	REAPIR & MAINT/EQUIPMENT	480.22	
				REPAIR & MAIN/RADIO	181.75	
				REPAIR & MAIN/RADIO	189.00	
				FEEES FOR SERIVE	2,616.82	
				FEEES FOR SERVICE	4,713.79	8,181.58
6593	842450	07/09/90	STATE CHEMICAL MANUFACTURING	SUPPLIES-JANITORIAL	83.90	83.90
6594	850750	07/09/90	SWAN,MARGARET	PROGRAM REGISTRATION FEEES	22.00	22.00
6595	851575	07/09/90	SYSTEMS SUPPLY, INC.	SSI	351.82	
				SSI	45.74	397.56
6596	860080	07/09/90	T.A. SCHIFSKY & SONS, INC	MAINT MATERIAL	1,425.39	1,425.39
6597	860100	07/09/90	T.J. AUTO PARTS	SUPPLIES-VEHICLE	28.68	28.68
6598	861175	07/09/90	TELENOVA	TELEPHONE	567.62	567.62
6599	862678	07/09/90	TILLGES,ROBERT	PROGRAM REGISTRATION FEEES	10.00	10.00
6600	880750	07/09/90	TROY CHEMICAL INDUSTRIES	SUPPLIES JANITORIAL	37.73	37.73
6601	890300	07/09/90	U. S. WEST CELLULAR	TELEPHONE	42.70	42.70

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 06

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
6602	900100	07/09/90	UNIFORMS UNLIMITED	UNIFORMS CLOTHING	1,580.00	
				SUPPLIES-VEHICLE	97.90	
				UNIFORMS & CLOTHING	53.96	1,731.86
6603	900150	07/09/90	UNITED BUSINESS MACHINES	SUPPLIES-OFFICE	148.85	148.85
6604	900600	07/09/90	UNIVERSAL MEDICAL	SUPPLIES-EQUIPMENT	16.00	
				SUPPLIES EQUIPMENT	85.90	
				SUPPLIES-EQUIPMENT	37.79	
				SUPPLIES-EQUIPMENT	114.60	254.29
6605	910450	07/09/90	VANGUARD CRAFTS	PROGRAM SUPPLIES	116.34	116.34
6606	911500	07/09/90	VIKING INDUSTRIAL CENTER	UNIFORMS & CLOTHING	187.53	187.53
6607	912100	07/09/90	VIRTUE PRINTING	SUPPLIES OFFICE	116.07	116.07
6608	916750	07/09/90	VON WALD,RUTH	PROGRAM REGISTRATION FEES	18.00	18.00
6609	916900	07/09/90	VON WALTER,TOM	PROGRAM REGISTRATON FEES	17.00	17.00
6610	930500	07/09/90	W.W. GRAINGER	SUPPLIES EQUIPMENT	9.45	9.45
6611	930600	07/09/90	WAGNER, JENNIFER	FEES FOR SERVICE	10.00	10.00
6612	930700	07/09/90	WAHL & WAHL	REPAIRS & MTNCE/EQUIPMENT	77.50	77.50
6613	940295	07/09/90	ST PAUL BAR & RESTAURANT EQUIP	SUPPLIES-JANITORIAL	14.22	14.22
6614	940555	07/09/90	WEILAND, ELIZABETH	TRAVEL & TRAINING	28.71	28.71
6615	940700	07/09/90	WESCO	REPAIR & MAINT/BLDG & GAROUNDS	101.80	
				REPAIR & MAINT/BLDG & GROUNDS	50.08	
				REPAIR & MAINT/BLDG & GROUNDS	95.02	246.90
6616	940800	07/09/90	WESLEY,DAVID	REC - REG FEES	41.60	41.60
6617	942425	07/09/90	WILLIAMS STEEL & HARDWARE	SUPPLIES-VEHICLE	85.58	85.58
6618	950290	07/09/90	WORD PERFECT CORP.-5.0 UPDATE	SUPPLIES-EQUIPMENT	29.95	29.95
6619	960500	07/09/90	XEROX CORPORATION	EQUIPMENT OFFICE	493.50	493.50
6620	980200	07/09/90	ZAPPA, JOSEPH	VEHICLE ALLOWANCE	78.00	78.00
TOTAL CHECKS						581,911.02

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

0001

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0015561	06/22/90	JOSEPH ZAPPA	550.00
0015562	06/22/90	GEORGE ROSSBACH	550.00
0015563	06/22/90	GARY W BASTIAN	550.00
0015564	06/22/90	FRANCES L JUKER	550.00
0015565	06/22/90	NORMAN G ANDERSON	625.00
0015566	06/22/90	MICHAEL A McGUIRE	2,887.14
0015567	06/22/90	GAIL BLACKSTONE	1,901.78
0015568	06/22/90	GRETCHEN MAGLICH	1,386.78
0015569	06/22/90	KATHRYN SMITH	1,131.35
0015570	06/22/90	LOIS N BEHM	1,170.31
0015571	06/22/90	DAVID J JAHN	942.97
0015572	06/22/90	LYLE SWANSON	1,124.26
0015573	06/22/90	LARRY J CUDE	403.99
0015574	06/22/90	ANDREA J OSTER	1,043.50
0015575	06/22/90	WILLIAM MIKISKA	266.40
0015576	06/22/90	DANIEL F FAUST	2,148.17
0015577	06/22/90	THERESE CARLSON	860.39
0015578	06/22/90	ALANA K MATHEYS	1,152.30
0015579	06/22/90	DELORES A VIGNALO	1,131.50
0015580	06/22/90	LOIS DAVIS	1,236.58
0015581	06/22/90	CAROLE J ANDERSON	1,364.50
0015582	06/22/90	LUCILLE E AURELIUS	1,983.37
0015583	06/22/90	BETTY D SELVOG	229.50
0015584	06/22/90	JEANNE L SCHADT	1,073.90
0015585	06/22/90	CONNIE L KELSEY	622.38
0015586	06/22/90	LORRAINE S VIETOR	1,028.58
0015587	06/22/90	PATRICIA A HENSLEY	597.78

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

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CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0015588	06/22/90	CAROL JAGOE	857.90
0015589	06/22/90	JEANETTE E CARLE	1,074.47
0015590	06/22/90	SANDRA OLSON	668.68
0015591	06/22/90	MARY KAY PALANK	765.10
0015592	06/22/90	KENNETH V COLLINS	2,203.38
0015593	06/22/90	CAROLE L RICHIE	996.30
0015594	06/22/90	JOANNE M SVENDSEN	1,257.40
0015595	06/22/90	ROBERT D NELSON	1,899.32
0015596	06/22/90	ELAINE FULLER	428.95
0015597	06/22/90	CAROL F MARTINSON	977.90
0015598	06/22/90	VERNON T STILL	1,480.68
0015599	06/22/90	DONALD W SKALMAN	1,506.28
0015600	06/22/90	JOHN FRASER	1,208.09
0015601	06/22/90	RAYMOND J MORELLI	1,506.28
0015602	06/22/90	SCOTT L STEFFEN	1,622.58
0015603	06/22/90	DAVID L ARNOLD	1,617.48
0015604	06/22/90	JOHN J BANICK	1,567.74
0015605	06/22/90	JOHN C BOHL	1,549.01
0015606	06/22/90	ANTHONY G CAHANES	1,899.32
0015607	06/22/90	DALE K CLAUSON	1,506.28
0015608	06/22/90	RICHARD M MOESCHTER	1,561.90
0015609	06/22/90	JOHN H ATCHISON	1,506.28
0015610	06/22/90	JAMES YOUNGREN	1,944.86
0015611	06/22/90	YING YANG	295.04
0015612	06/22/90	WILLIAM F PELTIER	1,662.32
0015613	06/22/90	THOMAS J SZCZEPANSKI	1,522.63
0015614	06/22/90	CABOT V WELCHLIN	1,687.62

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

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CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0015615	06/22/90	RICHARD J LANG	1,506.28
0015616	06/22/90	DALE RAZSKAZOFF	1,561.48
0015617	06/22/90	MICHAEL RYAN	1,617.48
0015618	06/22/90	MICHAEL J HERBERT	1,561.48
0015619	06/22/90	RICHARD C DREGER	1,719.72
0015620	06/22/90	GREGORY L STAFNE	1,506.28
0015621	06/22/90	RONALD D BECKER	1,561.48
0015622	06/22/90	KEVIN R HALWEG	1,886.34
0015623	06/22/90	DERRELL T STOCKTON	1,480.68
0015624	06/22/90	PAUL G PAULOS-JR.	1,301.28
0015625	06/22/90	RICK A BOWMAN	1,465.46
0015626	06/22/90	FLINT D KARIS	1,498.28
0015627	06/22/90	STEPHEN J HEINZ	1,734.02
0015628	06/22/90	DAVID M GRAF	1,650.09
0015629	06/22/90	DAVID J THOMALLA	1,498.28
0015630	06/22/90	STEVEN PALMA	1,459.88
0015631	06/22/90	ROBERT E VORWERK	1,574.28
0015632	06/22/90	JOSEPH A BERGERON	1,714.95
0015633	06/22/90	JAMES MEEHAN	1,870.58
0015634	06/22/90	JON A MELANDER	1,836.05
0015635	06/22/90	SARAH SAUNDERS	933.08
0015636	06/22/90	JAMES M EMBERTSON	1,618.34
0015637	06/22/90	DUANE J WILLIAMS	1,421.40
0015638	06/22/90	JANET L RABINE	1,204.76
0015639	06/22/90	JULIE A STAHNKE	1,073.90
0015640	06/22/90	SCOTT K BOYER	1,093.52
0015641	06/22/90	CAROL NELSON	1,691.67

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

0004

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0015642	06/22/90	CYNTHIA WALDT	1,087.63
0015643	06/22/90	JOSEPH FEHR	941.91
0015644	06/22/90	JAYME L FLAUGHER	1,135.09
0015645	06/22/90	JUDITH WEGWERTH	567.51
0015646	06/22/90	KENNETH G HAIDER	2,203.38
0015647	06/22/90	JUDY M CHLEBECK	1,134.70
0015648	06/22/90	WILLIAM PRIEFER	1,028.30
0015649	06/22/90	GERALD W MEYER	1,262.09
0015650	06/22/90	MICHAEL R KANE	1,470.90
0015651	06/22/90	BRYAN NAGEL	1,041.52
0015652	06/22/90	DAVID P LUTZ	1,181.90
0015653	06/22/90	HENRY F KLAUSING	1,301.87
0015654	06/22/90	JOHN SCHMOOCK	1,151.11
0015655	06/22/90	RONALD J HELEY	1,204.31
0015656	06/22/90	ERICK D OSWALD	1,162.22
0015657	06/22/90	STEVEN COLLINS	432.00
0015658	06/22/90	RONALD L FREBERG	1,286.71
0015659	06/22/90	WILLIAM C CASS	1,775.70
0015660	06/22/90	TODD ZACK	240.00
0015661	06/22/90	RANDAL LINDBLOM	1,156.72
0015662	06/22/90	JAMES G ELIAS	1,391.51
0015663	06/22/90	JOHN DU CHARME	925.90
0015664	06/22/90	DENNIS L PECK	1,391.50
0015665	06/22/90	WILLIAM PRIEBE	2,307.07
0015666	06/22/90	BRUCE A IRISH	1,792.50
0015667	06/22/90	WALTER M GEISSLER	1,416.09
0015668	06/22/90	THERESA METZ	1,038.70

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

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CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0015669	06/22/90	JOHN R LOFGREN	1,036.28
0015670	06/22/90	ROBERT D ODEGARD	1,983.37
0015671	06/22/90	LOIS J BRENNER	1,114.70
0015672	06/22/90	BARBARA A KRUMMEL	541.69
0015673	06/22/90	PAULINE STAPLES	1,711.70
0015674	06/22/90	LUTHER JONES	36.00
0015675	06/22/90	DANIEL L TRAVERS	103.50
0015676	06/22/90	ROBERT S ANDERSON	1,184.81
0015677	06/22/90	DENNIS P LINDORFF	1,198.39
0015678	06/22/90	WILLIAM GARRY	1,148.31
0015679	06/22/90	ROLAND B HELEY	1,226.03
0015680	06/22/90	CRAIG CAMPBELL	336.00
0015681	06/22/90	MARK CARLE	336.00
0015682	06/22/90	MARK A MARUSKA	1,606.20
0015683	06/22/90	JAMES SCHINDELDECKER	1,036.30
0015684	06/22/90	TERRY LeCOUNT	244.50
0015685	06/22/90	DAVID WIEDL	420.00
0015686	06/22/90	MATTHEW KIMLINGER	336.00
0015687	06/22/90	MYLES R BURKE	1,249.10
0015688	06/22/90	LEE STOERZINGER	420.00
0015689	06/22/90	MICHAEL BILOTTA	420.00
0015690	06/22/90	DANIEL BURKHART	414.00
0015691	06/22/90	GERALD SETTLES	45.00
0015692	06/22/90	KIRSTEN AURELIUS	45.00
0015693	06/22/90	TODD JAGOE	33.25
0015694	06/22/90	KIM BERTHIAUME	118.50
0015695	06/22/90	MICHELLE HILSGEN	42.75

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

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0015696	06/22/90	SHERRAL MILLER	259.00
0015697	06/22/90	SHANNON MILLER	42.75
0015698	06/22/90	KARI DREGER	110.25
0015699	06/22/90	KATHLEEN SCHALLY	15.00
0015700	06/22/90	CARA JORDON	44.55
0015701	06/22/90	KAYLENE PETERSON	45.00
0015702	06/22/90	ANNETTE LEKO	45.00
0015703	06/22/90	JENNIFER FORD	35.00
0015704	06/22/90	JENNIFER S THOMPSON	117.00
0015705	06/22/90	MICHAEL GRAF	192.50
0015706	06/22/90	LISA HOSCHKA	44.55
0015707	06/22/90	DAWN CAMPBELL	45.00
0015708	06/22/90	DENA CAMPBELL	44.55
0015709	06/22/90	MICHELLE SCHIMINSKY	45.00
0015710	06/22/90	KARISSA DALEY	42.75
0015711	06/22/90	KIMBERLY J PODPESKAR	47.25
0015712	06/22/90	JODENE VAN DAM	54.00
0015713	06/22/90	KATHERINE M CLEAVELAND	45.00
0015714	06/22/90	AARON WILLIAMS	42.75
0015715	06/22/90	CHRISTY ANDERSON	45.00
0015716	06/22/90	RONALD L BESETH-JR.	360.00
0015717	06/22/90	JENNY IKHAML	44.55
0015718	06/22/90	JAMES IKHAML	55.00
0015719	06/22/90	GERALD DIEBEL	116.00
0015720	06/22/90	CARY RAHN	35.00
0015721	06/22/90	AMY DORNBUSCH	52.50
0015722	06/22/90	KIM RENS	7.50

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

0007

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0015723	06/22/90	ROY G WARD	406.40
0015724	06/22/90	DOUGLAS J TAUBMAN	1,431.70
0015725	06/22/90	JANET M GREW HAYMAN	1,206.70
0015726	06/22/90	JEAN NELSON	389.14
0015727	06/22/90	JUDITH A HORSNELL	592.15
0015728	06/22/90	ANN E HUTCHINSON	892.23
0015729	06/22/90	ALLISON MCGINNIS	35.00
0015730	06/22/90	LYNE FISHER	72.50
0015731	06/22/90	KATHLEEN M DOHERTY	1,103.33
0015732	06/22/90	MARIE BARTA	995.63
0015733	06/22/90	GEOFFREY W OLSON	1,983.37
0015734	06/22/90	NANCY MISKELL	578.51
0015735	06/22/90	JOYCE L LIVINGSTON	569.95
0015736	06/22/90	KENNETH ROBERTS	1,281.04
0015737	06/22/90	THOMAS RIEDESEL	396.00
0015738	06/22/90	THOMAS G EKSTRAND	1,491.24
0015739	06/22/90	MARJORIE OSTROM	1,629.30
0015740	06/22/90	NICHOLAS N CARVER	1,311.50
0015741	06/22/90	ROBERT J WENGER	1,341.10
0015742	06/22/90	DANIEL CAMPANARO	528.00
0015743	06/22/90	EDWARD A NADEAU	122.46
0015744	06/22/90	GEORGE W MULWEE	1,225.10
0015745	06/22/90	LAVERNE S NUTESON	1,600.50
0015746	06/22/90	ROGER W BREHEIM	1,270.01
0015747	06/22/90	DAVID B EDSON	1,293.29
0015748	06/22/90	DAVID GERMAIN	1,225.10
0015749	06/22/90	ERIC MARTINSON	240.00

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

0008

CHECK NUMBER	CHECK DATED	FAYEE	AMOUNT
0015750	06/22/90	DENNIS M MULVANEY	1,343.50
0015751	06/22/90	GEORGE C SPREIGL	1,195.50
0015752	06/22/90	ELIZABETH J WEILAND	1,236.00
0015753	VOID	MAPLEWOOD STATE BANK #1	21,844.50
0015754	VOID	MN STATE COMM OF REVENUE	8,947.78
0015755	VOID	FIRST MINNESOTA (FICA)	8,427.58
0015756	-	ICMA RETIREMENT TRUST-457	9,349.00
0015757	VOID	PUBLIC EMP RETIREMENT ASSOC	4,551.15
0015758	VOID	CITY OF MAPLEWOOD (HCMA)	2,933.36
0015759	-	CITY & COUNTY EMP CR UNION	24,812.00
0015760	VOID	UNITED WAY OF ST. PAUL AREA	162.65
0015761	VOID	COMMERCIAL LIFE INSURANCE	101.57
0015762	VOID	PUBLIC EMP. RETIREMENT ASSOC.	81.00
0015763	-	MN STATE RETIREMENT SYSTEM	318.21
0015764	-	AFSCME 2725	546.00
0015765	-	MN. MUTUAL LIFE INS. 19-3988	160.00
0015766	-	METRO SUPERVISORY ASSOC	18.00
0015767	VOID	PUBLIC EMP RETIREMENT ASSOC	402.09
0015768	-	MN BENEFIT ASSOCIATION	513.16
0015769	VOID	PUBLIC EMP RETIREMENT ASSOC	5,295.03
0015770	VOID	FIRST MINNESOTA	1,499.74
0015771	-	RAMSEY CO SUPPORT & COLLECT	400.00
0015772	VOID	EMPLOYEE BENEFIT PLANS	26.33
0015773	VOID	PHYSICIANS HEALTH PLAN	32.75
0015774	VOID	FIRST MINNESOTA (FICA)	8,427.61
0015775	VOID	PUBLIC EMP RETIREMENT ASSOC	4,820.08
0015776	VOID	PUBLIC EMP RETIREMENT ASSOC	524.24

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

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CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0015777 VOID	06/22/90	PUBLIC EMP RETIREMENT ASSOC	7,942.53
GROSS EARNINGS AND DEDUCTIONS			300,898.54

AGENDA REPORT

Action by Council: _____

TO: City Manager
FROM: Finance Director *R. O'Connell*
RE: Financial Transfers - 1989 Bond Issue
DATE: June 27, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

PROPOSALS

It is proposed that 1990 transfers totaling \$645,640 be authorized from the Street Construction State Aid Fund, Hydrant Charge Fund and Sewer Fund to the Public Improvement Projects Fund.

BACKGROUND

Annually transfers are made to finance the portion of improvement project costs that were not assessed and that are not "general obligation" (i.e. to be paid by property taxes). These transfers represent the City's share of project costs that were authorized when the projects were ordered. The proposed transfers are needed to implement the financing plans previously approved by the Council in conjunction with the issuance of the 1989 improvement bonds.

RECOMMENDATION

It is recommended that the Council authorize the following 1990 transfers:

- (A) From the Street Construction State Aid Fund to the Public Improvement Projects Fund for the following projects:

\$ 45,000	87-04	McKnight Rd. Phase II Larpenteur to 36
153,050	87-05	McKnight Rd. Phase III Beaver Lake to Conway
21,322	85-26	Cope Avenue - Hazel to Ariel
18,608	88-11	Ariel Street - County Rd. B to Cope Avenue
<u>299,580</u>	88-14	Gervais - English to Kennard
\$537,560		

- (B) From the Sewer Fund to the Public Improvement Projects Fund for the following projects:

\$ 98,650	87-05	McKnight Rd. Phase III Beaver Lake to Conway
<u>4,780</u>	84-14	Walter Street
\$103,430		

- (C) From the Hydrant Charge Fund to the Public Improvement Projects Fund for the following project:

\$ 4,650	85-26	Cope Avenue - Hazel to Ariel
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Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

AGENDA REPORT

TO: Mayor and City Council
FROM: City Manager *Michael W. Smith*
RE: SERGEANTS SETTLEMENT
DATE: July 2, 1990

Attached is the proposed settlement with the Sergeants. This has been approved by their membership.

Approval is recommended.

MAM:kas

Attachment

City of Maplewood

Proposal to
Police Sergeants

June 29, 1990

The current agreement calls for a wage and insurance reopener on January 1, 1990. In settlement of this reopener, the City proposes a 4% wage increase over the 1989 pay equity base (\$125 per month) effective January 1, 1990.

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

AGENDA REPORT

TO: City Manager

FROM: Human Resource Director *Laul Blackstone*

RE: SUPPLEMENT TO MSA CONTRACT

DATE: July 2, 1990

INTRODUCTION

As part of the 1990 labor agreement with the Metro Supervisory Association, the City agreed to meet after negotiations to review the Assistant Finance Director position in relation to the City's pay equity plan and make an appropriate pay adjustment.

BACKGROUND

Appendix A-1 of the 1988/89 MSA contract called for the City to retest/review the Assistant Finance Director position after one year and negotiate a new pay rate not to exceed \$200/month to be effective 1/1/90. This position had not previously been tested as we need a minimum of one year in the position in order to accurately reflect the job.

RECOMMENDATION

Based on the market and the point value of the position, approval is recommended for a salary increase of \$200 per month, effective 1/1/90, along with the necessary budget changes.

GJB:kas

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

TO: Mr. Michael McGuire
City Manager
From: Doug Taubman *DT*
Recreation Program Coordinator
Re: Budget Adjustment
Date: June 25, 1990

Due to a substantial increase in the number of participants in our T-Ball program, from 590 in 1989 to over 700 in 1990, the purchasing of additional supplies and equipment is necessary. I anticipate spending an additional \$1,600.00 for shirts, caps, batting tees, bats, and balls.

Additional revenue will more than offset these expenditures. The budgeted revenue for this program is \$4,000.00, and to date we have received \$6,257.00.

I recommend approval of an additional \$1,600.00 in expenditures as follows:

101-603-238-4020.....\$ 150.00
101-603-238-4120.....\$1,450.00

- ✓ cc: City Clerk
- cc: Finance Director
- cc: Parks and Recreation Director

Action by Council:

AGENDA REPORT

TO: City Manager
FROM: Assistant City Engineer Irish
SUBJECT: Cope Avenue--Craig to Ariel, Project 85-26--Accept Project
DATE: July 3, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

The subject project is complete. The attached resolution accepts the project and authorizes release of 5% retainage.

Background

In December 1989 when the compensating change order with final quantities and costs was executed, the budget was revised sufficiently to cover payment of retainage and have some fund reserve. However, approximately \$7,000 was charged to the project in late December 1989 for bond issuance costs. After payment of retainage and administrative cost surcharge, the fund would now be deficient by \$3500. It is proposed to fund the additional \$3500 through general obligation funding.

Recommendation

It is recommended that the attached resolution be adopted.

BAI

jw
Attachment

RESOLUTION
ACCEPTANCE OF PROJECT

WHEREAS, the city manager for the City of Maplewood has determined that Cope Avenue, Craig to Ariel, City Project 85-26, is complete and recommends acceptance of the project;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that City Project 85-26 is complete and maintenance of these improvements is accepted by the city. Release of any retainage or escrow is hereby authorized.

FURTHERMORE, the budget is revised as follows:

Special Assessments	\$320,688
Hydrant Fund	42,705
MSA Street Construction	158,250
General Obligation	<u>54,300</u>
Total	\$575,943

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

MEMORANDUM

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Lot Area Variance
LOCATION: Burke Avenue, west of White Bear Avenue
(Section 15)
OWNER: Marion Svendsen and Donald Kaiser
DATE: June 8, 1990

INTRODUCTION

The applicants are requesting a variance from the City's lot area requirement in an R-1 zone. They own two 40-foot-wide lots that are 117.5 feet in depth. This makes their property 9400 square feet in area. The minimum in the R-1 zoning district is 10,000 square feet. Thus, the applicants are requesting a lot area variance of 600 square feet. They want to sell this lot for the construction of a single-family home.

BACKGROUND

March 14, 1988: The City Council approved a density variance and a zone change from R-1 to R-2 for the two lots to the north. This was to split the property into two 65-foot-wide lots, with 7600 square feet each.

REQUIRED FINDINGS

State law requires that the City make two findings before granting a variance:

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

DISCUSSION

Having one home on a 9400-square-foot lot will be in character with the existing conditions of the neighborhood. A division of the property behind this site at 1764 County Road B into two 7,638

square-foot lots occurred in 1988. The applicant's lot is 1762 square feet larger than each of these lots. There are four lots on the same side of Burke Avenue that are the same width and depth as the applicants' lot. Thus allowing one single-family home on a 80-foot wide and 9400 square-foot lot should have no adverse effect on the neighborhood.

RECOMMENDATION

Adopt the resolution on page 8 which approves a 600-square-foot lot area variance on the basis that:

1. Strict enforcement would cause undue hardship because of circumstances unique to this property because:
 - a. A single-family home is a reasonable use of this lot.
 - b. The plight of the property owners is due to circumstances unique to the property and they did not create the conditions.
 - c. Since the lot is similar in width and area to other lots in the neighborhood, this proposal will not alter the character of the neighborhood.
 - d. There is no additional property available to the applicants to increase the lot area.
2. The variance is in keeping with the spirit and intent of the ordinance.

CITIZEN COMMENTS

Staff mailed surveys to the 28 property owners within 350 feet for their comments about this proposal. Of the 15 replies, 7 were in favor as long as a single-family home is constructed on the lot. Eight replies had no comment.

REFERENCE

Site Description

1. Lot Size: 80 x 117.5 (9400 square feet)
2. Existing Land Use: undeveloped

Surrounding Land Uses

North: Single-family homes on County Road B.

East: An undeveloped lot zoned R-1, single-dwelling residential.

South: Burke Avenue and single-family homes.

West: A single-family home on Burke Avenue.

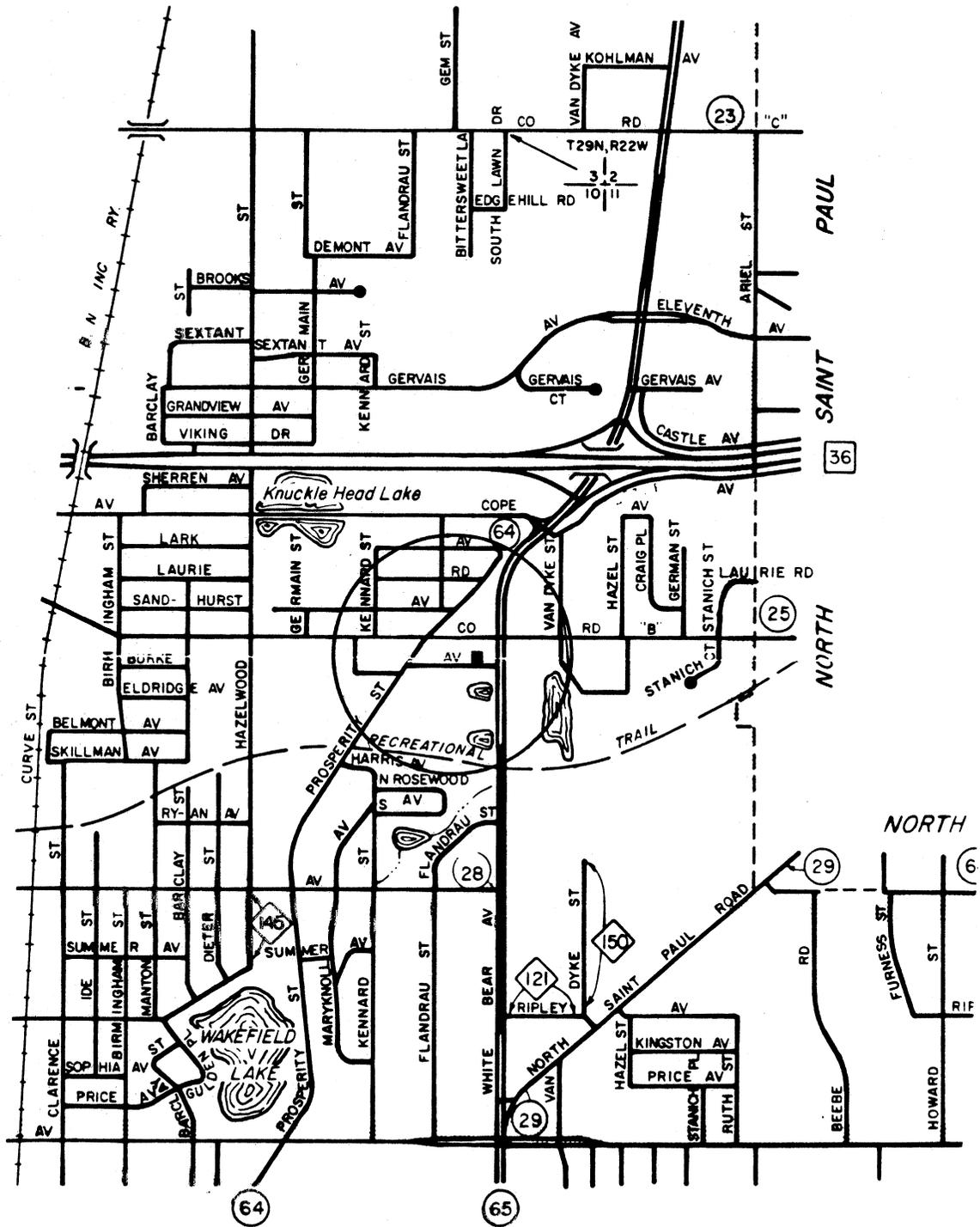
Planning

1. Land Use Plan Designation: RL, low-density residential.
2. Zoning: R-1, single-dwelling residential.

Attachments

1. Location Map
2. Property Line/Zoning Map
3. Letter of justification from applicant
4. Variance resolution

kenmem38

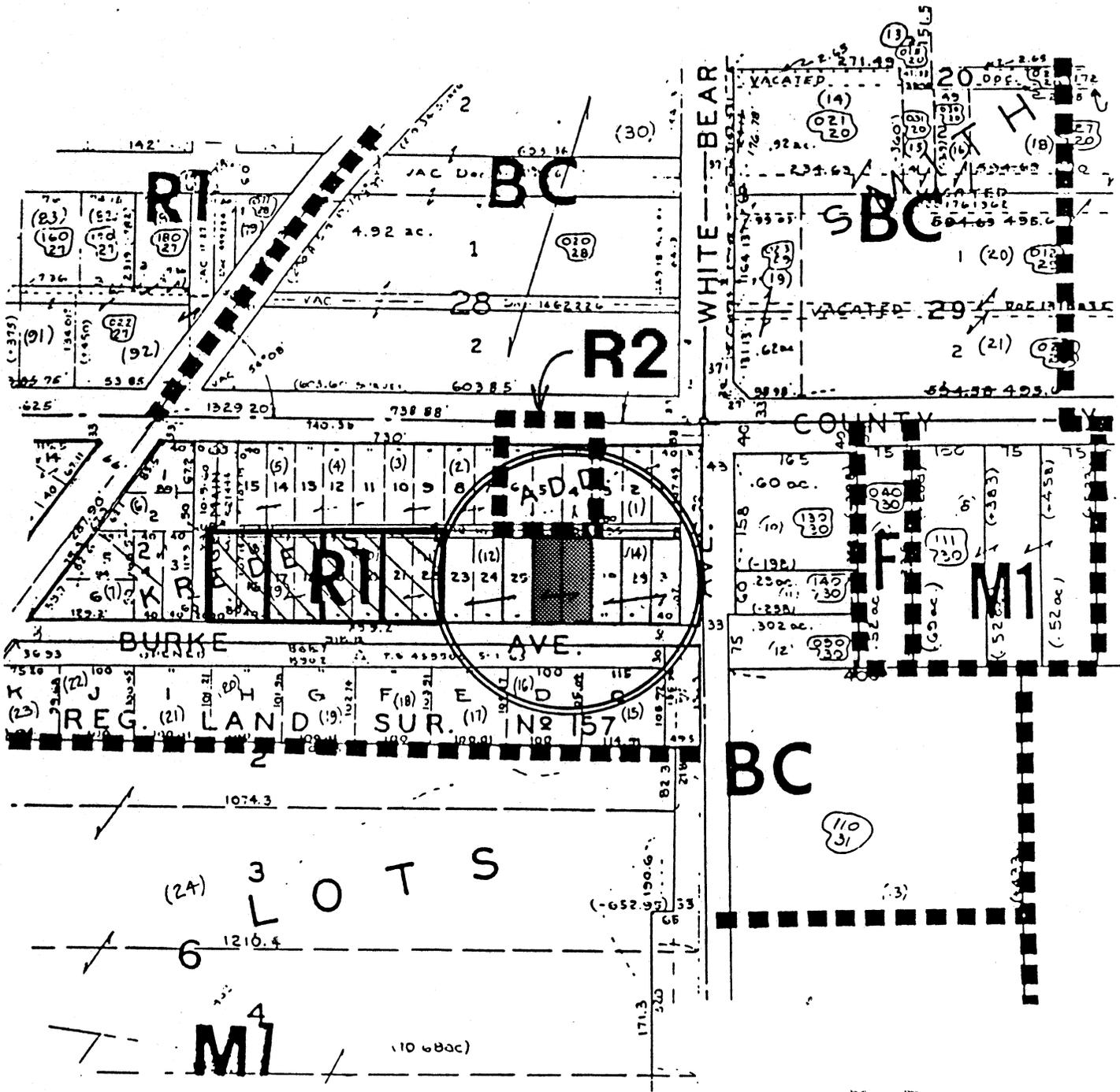


LOCATION MAP

Burke Avenue



N



SAME SIZED LOTS

PROPERTY LINE / ZONING MAP



Proposed Site for a Variance



N

Lot Description
Fred's add to
Gladstone Kenney
Vac Alley Accessing + Lot
26 + 27 Bk 1
Dec 12, 1989

To whom it may concern:

I have a lot at 176 - ? E. Burke to sell that is 80 x 117.5 ft. an approximately 9400 sq. ft., City of Maplewood requires 16,000 sq. ft. lot. The reason this lot is short is that Burke Avenue was constructed too close to Coaxety Road B. There are short footage in the depth of the lot. The width is no problem. This lot has both water + sewer stubbed into the property line, so utilities are no problem. These 40' lots were platted many years ago, approximately 1920 or before. My Dad was paying taxes on 40' lots. Maplewood - before city sewers - decided 75' lots were required and 10,000 sq. ft. were required for sewer problems. There is no additional property available to enlarge this property. There are five (5) homes on this side of Burke constructed on rights of the same size 80 x 117.5, so it would be the same as these home rights.

What are we supposed to do with this (these) lots that is costing us \$300. a year in taxes. We would like to sell it for a home site that would bring in tax revenue

We went through a special variance for our lots on Country Road B (1764) at that time we got the names of all home owners within 350' of property. They are the same people today except the two owners we sold property to on Co. Rd B.

We would very much appreciate a special building variance for these lots

Sincerely

Marion L. Swendsen

1597 Frost Ave

St. Paul MN 55109

777-5839

VARIANCE RESOLUTION

WHEREAS, Marion Svendsen and Donald Kaiser applied for a variance from the zoning ordinance at the 1700 block of Burke Avenue. The legal description is:

Lots 26 and 27, Block One of Kredel's Addition to Gladstone.

WHEREAS, Section 36-69 of the Maplewood Code of Ordinances requires a minimum lot area of 10,000 square feet.

WHEREAS, the applicant is proposing to construct a home on a 9,400 square foot lot.

WHEREAS, this requires a variance of 600 square feet.

WHEREAS, the history of this variance is as follows:

1. This variance was reviewed by the Planning Commission on June 18, 1990. They recommended to the City Council that the variance be approved.
2. The City Council held a public hearing on _____, 1990. 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. Strict enforcement would cause undue hardship because of circumstances unique to the property under consideration because:
 - a. A single-family home is a reasonable use of this lot.
 - b. The plight of the property owners is due to circumstances unique to the property and they did not create the conditions.
 - c. Since the lot is similar in width and area to other lots in the neighborhood, this proposal will not alter its essential characteristics.
 - d. There is not additional property available to the applicants to increase the lot area.
2. The variance is in keeping with the spirit and intent of the ordinance.

Adopted on _____, 1990

Marion Svendsen, 1597 Frost Avenue, Maplewood, explained her request for this lot area variance.

Commissioner Cardinal moved the Planning Commission recommend adoption of the resolution which approves a 600-square-foot lot area variance on the basis that:

1. Strict enforcement would cause undue hardship because of circumstances unique to this property because:
 - a. A single-family home is a reasonable use of this lot.
 - b. The plight of the property owners is due to circumstances unique to the property and they did not create the conditions.
 - c. Since the lot is similar in width and area to other lots in the neighborhood, this proposal will not alter the character of the neighborhood.
 - d. There is no additional property available to the applicants to increase the lot area.
2. The variance is in keeping with the spirit and intent of the ordinance.

Commissioner Fischer seconded

Ayes--Anitzberger,
Axdahl, Barrett,
Cardinal, Fischer,
Gerke, Larson,
Rossbach, Sigmundik,
Sinn

The motion passed.

~~7. VISITOR PRESENTATIONS~~

~~8. COMMISSION PRESENTATIONS~~

~~a. Council Meeting: June 11, 1990~~

~~Commissioner Cardinal reported on this meeting.~~

~~b. Representative for the June 25 Council meeting:
Gary Gerke~~

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

MEMORANDUM

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Land Use Plan Amendments and Rezoning
LOCATION: West of Highway 61, between Highway 36 and
County Road C
APPLICANT: City of Maplewood
DATE: June 29, 1990

SUMMARY

INTRODUCTION

The City is proposing several changes to its land use plan and zoning map. The land use plan shows how the City expects property to develop in the future. The zoning map determines how property owners can use their property. The City Council has requested a study of each area where the zoning map and land use plan do not agree. The area of study in this report is west of Highway 61, between County Road C and Highway 36.

The maps on pages 11 and 12 show the existing and proposed land use plans. The proposed changes are:

1. A land use plan amendment from RM (medium density residential) to BW (business warehouse). This is for the existing M-1 (light manufacturing) zone southwest of County Road C and Highway 61.
2. A land use plan amendment from RM (medium density residential), LSC (limited service commercial) and RL (low density residential) to BW (business warehouse). This is for the area south and southwest of the Town and Country Adult Community (manufactured home park).

The maps on pages 13 and 14 show the existing and proposed zoning in the area. The proposed changes are:

1. A rezoning from M-1 (light manufacturing) to F (farm residential) for the easterly half of the Town and Country Adult Community.
2. A rezoning from F and BC (business commercial) to M-1. This is for the west one-half of the Maple Leaf drive-in theater property.

BACKGROUND

The City Council considered a similar study to this in 1985, but tabled action for further study.

CRITERIA FOR APPROVAL

Plan Amendments

Plan amendments require no specific findings for approval. Any amendment, however, should be consistent with the City's land use goals and policies.

Rezoning

City Code gives the following standards for approving a rezoning:

1. The rezoning should be consistent with the purposes of the zoning ordinance. They are to:
 - a. Reduce traffic congestion.
 - b. Improve safety from fire and other dangers.
 - c. Provide adequate light and open space.
 - d. Avoid overcrowding.
 - e. Conserve property values.
2. The rezoning should not injure or detract from the use of neighboring property or from the character of the neighborhood.
3. There should be adequate public facilities, such as streets, sewers, water lines, schools and parks.

Several neighbors on County Road C have petitioned for the "downzoning" of the M-1 zone south of County Road C to R-1. (Refer to the petition on page 18.)

The City Attorney's office provided the following information:

"The process by which zoning changes reduce an area's density level or limit the intensity of designated land is known as "downzoning." Downzoning is, in effect, "rezoning" of a previously zoned section which results in a concurrent decrease in the value of the real estate within the affected area. The constitutional "reasonableness" test must be satisfied if downzoning plans are to be upheld. As is applicable to zoning ordinances in general, the reasonableness test is based upon a comprehensive evaluation of various factors such as benefit to the public safety, conformity to a comprehensive plan or other overriding public considerations which must be balanced against the landowner's interest in the preservation of the value of his property."

DISCUSSION

This area has developed with an interspersing of commercial, industrial and residential uses. Listed below are the recommended

changes. These changes try to balance the highest and best use of these properties with a use that is compatible with the surrounding properties. The proposed changes are also consistent with the City's development policies. The recommended changes are explained as follows:

Plan Amendment and rezoning southwest of Highway 61 and County Road C

There are two problems to resolve here. The Highway Department property between Highway 61 and the frontage road is zoned M-1, but has no land use plan designation. A BW designation would be the most similar land use plan classification to the existing M-1 zoning.

The land use plan shows the property on the west side of the frontage road for RM use. The zoning map, however, shows the property as zoned M-1. Staff is recommending that the City Council amend the land use for this site to BW to conform to the M-1 zoning. This area has been zoned M-1 since the 1950's. It has excellent visibility and access for commercial use with it's proximity to Highway 61. Several neighbors have petitioned for a rezoning to R-1. The City Attorney is doubtful that such a rezoning could be defended in court. The City lost a similar case against Hillcrest Development over a downzoning from BC to R-1. This was for the property on the south side of Highway 36 and west of Ariel Street.

Several residents on County Road C have petitioned for the City to amend the land use plan for the rear of this property. This proposed change was from RM (medium density residential) to RL (residential low density). It is zoned R-1 (single-dwelling residential.) The property is owned by the owner of the Town and Country Manufactured Home Park to the south. He is considering expanding the manufactured home park into this area. The RM land use designation would be consistent with a manufactured home park. The R-1 zone does not allow manufactured home parks. They are allowed by conditional use permit in the F zone. The conditional use permit requires a public hearing, notification of property owners and City Council approval. The City's zoning map shows this property in the shoreland area. This limits development to 40-60% of the site. Through the conditional use permit process the City could limit future manufactured homes to the south half of the site. This would keep the north half as an open space buffer for the residents. Developing the rear of this property for single-family homes would require a public street from the frontage road, through the commercial frontage. It may not be reasonable to construct this road since it would not be needed for the commercial frontage.

Plan Amendment for the area south of the Town and Country Manufactured Home Park

Staff is recommending that the City amend the land use plan to BW for the area now zoned M-1. The land use plan now shows this area

for RM (residential medium density) and LSC (limited service commercial) uses. This area appears well suited to commercial uses due to its proximity to Highways 36 and 61 and because of the existing commercial development. The area has had a long-standing M-1 zoning which is most consistent with a BW (business warehousing) land use designation.

Rezoning of the westerly half of the Maple Leaf Theater property

The westerly part of the drive-in property is now planned for RL (residential low density [single-dwelling homes] and RM (residential medium density [multiple dwellings]). It has, however, been zoned for BC (business commercial) and F (farm residential) since 1958. Continuing to plan for single-dwelling homes on this site would be unrealistic, considering the existing use, property value and commercial zoning.

A study done for the property owner in 1985 (see pages 16 and 17) proposes that the City rezone the property to M-1. The current zoning is BC (business commercial). A concern of the neighborhood to the west is the effect of any development on their properties. Almost any use would probably be better than the drive-in, which has caused a history of complaints from residential owners in the area. The M-1 zone is an advantage to the neighbors. This is because any use developed or redeveloped within 350 feet of the residential zone requires a public hearing and the approval of the City Council. BW would then be the most appropriate land use classification.

Plan Amendment - south of Gervais Avenue extended

Staff is recommending that the City amend the land use plan designation for the south side of Gervais Avenue extended. This change would be from RL (residential low density) to BW (business warehouse). This would make the land use plan consistent with the existing zoning. Staff would prefer an R-1 zone here, but there is not enough justification to "downzone" the property. Our main concern is that a use not develop on this property that would generate truck traffic on Forest Street. (Forest Street is proposed to be extended south to Keller Parkway.) Other types of M-1 uses would be acceptable. Since this property is within 350 feet of the R-1 zone to the north, the City requires a conditional use permit for any development of this site. Staff would recommend that the City not allow any use that generates truck traffic to develop on this site. Staff also recommends that the City not extend Gervais Avenue to Forest Street for this reason. As an alternative, the City should realign Gervais Avenue to the north slightly and end it with a cul-de-sac.

RECOMMENDATIONS

- 1. Approve the resolution on page 19 which amends the land use plan for the existing M-1 zone, southwest of County Road C and Highway 61. The map on page 12 of the staff report shows this amendment. This amendment is from RM (medium density**

residential) to BW (business warehouse) and is on the basis that:

- a. This area has been zoned for M-1 uses since the 1950's.
 - b. This area has excellent visibility and access for commercial use.
 - c. Commercial traffic on the frontage road would make this site better suited for commercial use.
2. Approve the resolution on page 20 which amends the land use plan for the area south and southwesterly of the Town and Country Manufactured Home Park. This amendment is from RM (medium density residential), LSC (limited service commercial) and RL (low density residential) to BW (business warehouse). The map on page 12 of the staff report shows this amendment and is on the basis that:
- a. This area is better suited to commercial uses than to residential uses due to its proximity to Highway 36 and Highway 61 and the existing commercial development.
 - b. The BW designation is consistent with the long standing M-1 and BC zoning in the area.
3. Approve the resolution on page 21 to rezone the westerly half of the Maple Leaf drive-in theater property, 1055 and 1041 Gervais Avenue. This zone change is from BC (business commercial) and F (farm residential) to M-1 (light manufacturing). The findings required by ordinance are the basis for this zone change and that:
- a. It would be consistent with the proposed BW designation on the land use plan.
 - b. The F zoned property is owned by the same owner as the drive-in property to the south and can be more easily developed commercially with that site.
 - c. The drive-in property has been zoned and used commercially for many years.
4. Approve the resolution on page 23 that amends the land use plan for the property west of 1055 Gervais Avenue and south of Gervais Avenue extended. This amendment is from RL (residential low density) to BW (business warehouse) and is on the basis that:
- a. The property has been zoned M-1 (light manufacturing for many years).
 - b. The property could be developed for commercial use, if truck traffic is not allowed through the conditional use permit process, without adverse effect to surrounding uses.

c. The properties to the east are developed commercially.

CITIZEN COMMENTS

Staff mailed surveys to the 56 property owners within 350 feet for their comments about this proposal. Of the 8 replies, 2 were in favor, 2 had no comment and 4 objected.

In Favor

1. The seperation of business and residential access; the probable cul-de-sacing of Demont Avenue; the M-1 zoning requires a hearing before it can be put into use; and single-family residential on Demont as I am strongly opposed to multiple family dwellings in our neighborhood.
(Blaufuss - 962 Demont Avenue)
2. I am in favor of this proposal but have a few questions/concerns including:
 - a. What uses are allowed in the "BW"?
 - b. Setback requirements in the "BW"?
 - c. Uncertain of proposed zoning for lots 1-7, Block 3 and Lots 4-6, Block 1 of Peters Addition.
 - d. Is the "BW" a new name for "M-1" or is this down zoning?

Staff reply: The uses that are intended in the BW land use category are outlined on pages 8-9 of this report. The lots in the Peter's addition are proposed to remain R-1, single-dwelling residential. The BW land use designation from the Comprehensive Plan is consistent with the M-1 zoning classification.

Objections

1. It limits my future options for sale and it could raise my taxes. Why must it be developed now? Leave it alone, as it is currently, with no changes. (Lund - 2411 Maplewood Drive)
2. We do not wish to be zoned just light manufacturing and want to keep the land use plan. (Zuercher - 2483 Highway 61)
3. It suggests that a street would completely border my property due east which is now farm and trees. Do not give the businesses a rear access road, they should use current or new front service roads. Any roads behind any kind of business is not positive. (Warner - 983 Brooks Court)

Staff reply: It appears that this property owner is referring to the undeveloped right-of-ways that show on the property line maps sent out - specifically Cypress Street. This street has been vacated. The City does not plan to use these rights-of-way for streets.

4. See the letter on page 15.

REFERENCE

Site Description

Area: about 95 acres

Existing Land Uses: Town and Country Manufactured Home Park, Maple Leaf Drive-in Theater, Northernaire Motel, DG Burgers restaurant, Swenson's Carriage House, Midwest Mobile Home Supply, Twin City Vending, Maplewood Industrial Park, Zuercher's Well Drilling and residence, three single-family dwellings and undeveloped land.

Surrounding Land Uses

North: County Road C, six single-dwelling properties and Kohlman Lake city park.

East: Highway 61 and its frontage road.

South: Highway 36 frontage road (Keller Parkway).

West: Cypress Street, single-dwelling lots and two large undeveloped parcels, planned for single-dwelling use.

Past Actions

September 23, 1958: The Council approved a rezoning from F (farm residence) to BC (business commercial) for the Maple Leaf Drive-in.

December 4, 1969: The Council approved a special use permit to allow the Town and Country Mobile Home Park to expand to 155 units.

May 17 and June 21, 1979: The City Council ordered a project which included the construction of Forest Street from County Road C to Keller Parkway. This project was a condition of the Carsgrove's Meadows plat approval.

May 23, 1983: The City Council approved a variance for Zuercher Well Drilling (2483 Highway 61) to erect a metal pole building in an M-1 zone.

July 8, 1985: The City Council held a public hearing about proposed plan amendments and rezonings in the area in question. The City Council tabled this matter for further study.

Planning

Low Density Residential (RL) - "This classification is primarily designated for a variety of single-dwelling homes. An occasional double dwelling may be allowed. The maximum population density is 14 people is per net acre" (page 18-29).

Medium Density Residential (RM) - "This classification is designated for such housing types as single-family houses on small lots, two-family homes, townhouses, and mobile homes. The maximum population density is 22 people per net acre" (page 18-30).

Limited Service Commercial Centers (LSC) - Limited Service Centers are defined as those providing specialized commercial services on a neighborhood scale, limited as to quantity, location or function, and planned in a quality environment.

The community must restrict these centers because of the effect on surrounding properties, yet provide convenience to the citizens with high standards of safety, amenities and aesthetics (p. 18-17).

The limited service commercial center classification refers to commercial facilities on a neighborhood scale. Heavy industrial uses, department stores, motels, auto accessory stores, etc., would be prohibited. Other land uses of a medium intensity nature, such as gas sales with no vehicle repair or maintenance and no more than two fuel pumps on a single island to serve up to four vehicles at one time, may be permitted subject to meeting certain performance standards as defined in the zoning code (p. 18-31).

Business Warehouse (BW) - "Industrial uses found in this classification include government and public utility buildings and structures, storage and warehousing facilities, wholesale business and office establishments, cartage and express facilities, radio and television stations and other industrial uses of a lower-intensity nature" (p. 18-31).

Existing zoning: F, Farm Residential which allows single-family dwellings, general farming, commercial greenhouses and nurseries. Livestock raising, manufactured home parks and golf courses are permitted with a conditional use permit;

R-1, Single Dwelling Residential which allows single-family dwellings, public parks and home occupations. Golf courses and the storage of commercial vehicles are permitted with a conditional use permit;

BC, Business and Commercial which allows a wide variety of uses including hotels and motels, retail stores, restaurants, offices, banks, automobile sales lots, and theaters. Places of amusement or recreation, storage yards, used car lots and metal storage buildings are permitted with a conditional use permit; and

M-1, Light Manufacturing which allows the permitted uses of the BC district (if not planned LSC or RM), wholesale businesses, custom manufacturing shops, contractors shops, places of amusement, laboratories, offices and warehouses. A conditional use permit is required for used car lots, storage yards, permitted uses of the BC district (if planned LSC or RM) and any building or exterior use conducted within 350 feet of a residential district.

Proposed zoning: F, farm residential and M-1, light manufacturing

Policy criteria from the plan:

- Page 18-2: Zoning maps should be updated, as necessary, to make both the land use maps and zoning maps compatible.
- Page 18-5: Renewal, replacement and redevelopment of substandard and/or incompatible development shall be accomplished through public action and private means (e.g. amending the plan for the Maple Leaf Theater property).
- Page 18-5: Transitions between distinctly differing types of land uses shall be accomplished in an orderly fashion which does not create a negative impact on adjoining developments.
- Page 18-5: Whenever possible, changes in types of land use shall occur along rear property lines so that similar uses front on the same street . . .

Public Works

1. A storm water pond will eventually be required to the west and south of the Town and Country manufactured home park.
2. There is right turn only access to Highway 61 from east of the manufactured home park. No signals are proposed.

Minnesota Department of Transportation

In 1967, Mn/Dot acquired a right-of-way easement over the property south of County Road C, between Highway 61 and the west frontage road for an interchange. MnDot, however, will not be constructing the interchange. A Mn/Dot official noted that most of the easement area "may be available for reconveyance to the underlying fee property owner." MnDot will not allow direct access to Highway 61.

KENMEMO30 (Section 9)

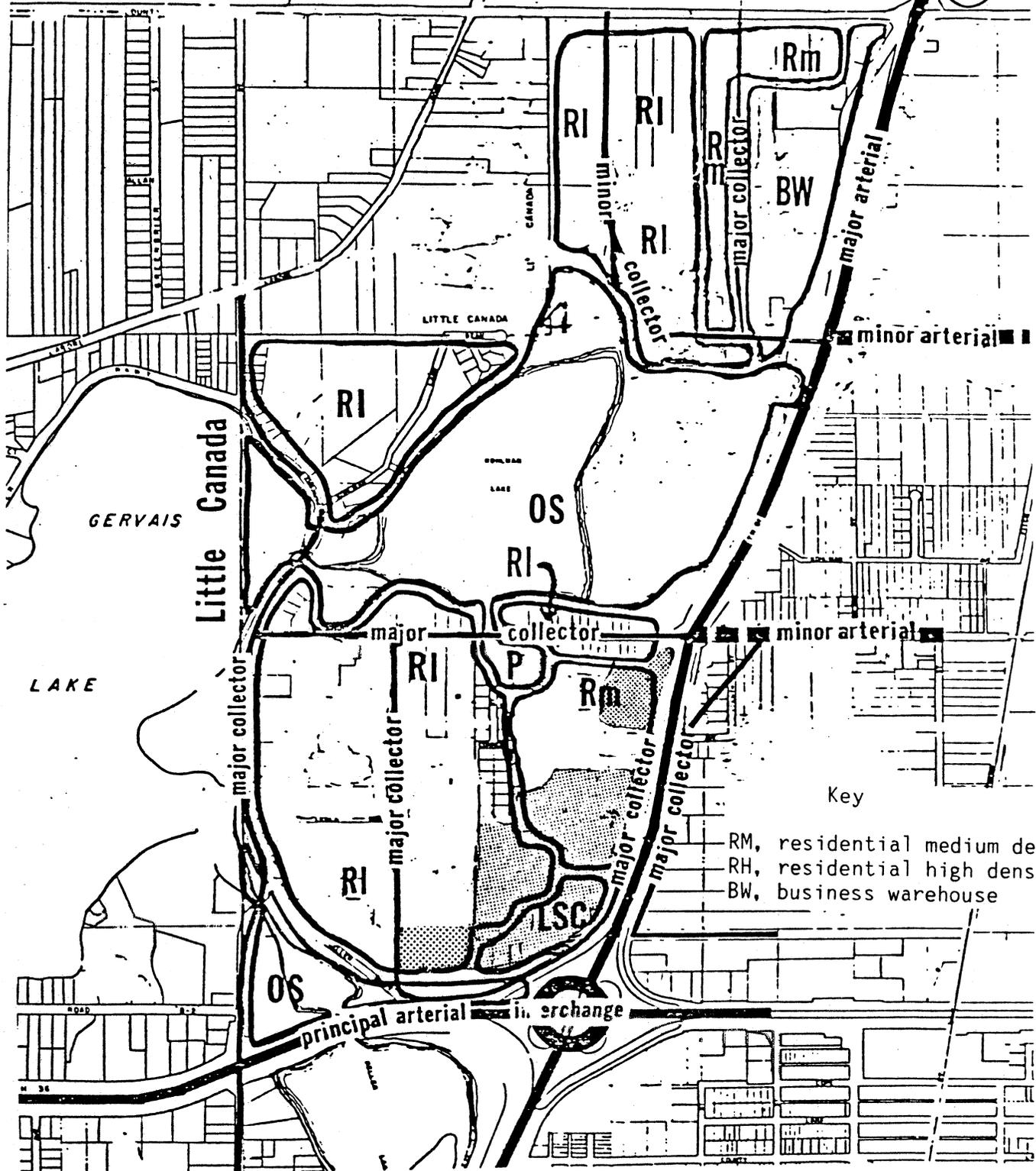
Attachments

1. Kohlman Lake Neighborhood Land Use Plan Map (Existing)
2. Kohlman Lake Neighborhood Land Use Plan Map (Proposed)
3. Property Line/Zoning Map (Existing)
4. Property Line/Zoning Map (Proposed)
5. Letter: William Keefer
6. Maple Leaf Drive-in redevelopment proposal
7. Petition
8. Plan Amendment Resolution (north of Town and Country)
9. Plan Amendment Resolution (south of Town and Country)
10. Rezoning Resolution (south of Town and Country)
11. Plan Amendment Resolution (west of 1055 Gervais Ave.)
12. Planning Commission minutes

Vadnais Heights

interchange

principal arterial



Key

- RM, residential medium density
- RH, residential high density
- BW, business warehouse



Area to be amended

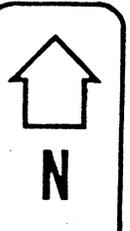
Kohlman Lake
NEIGHBORHOOD LAND USE PLAN

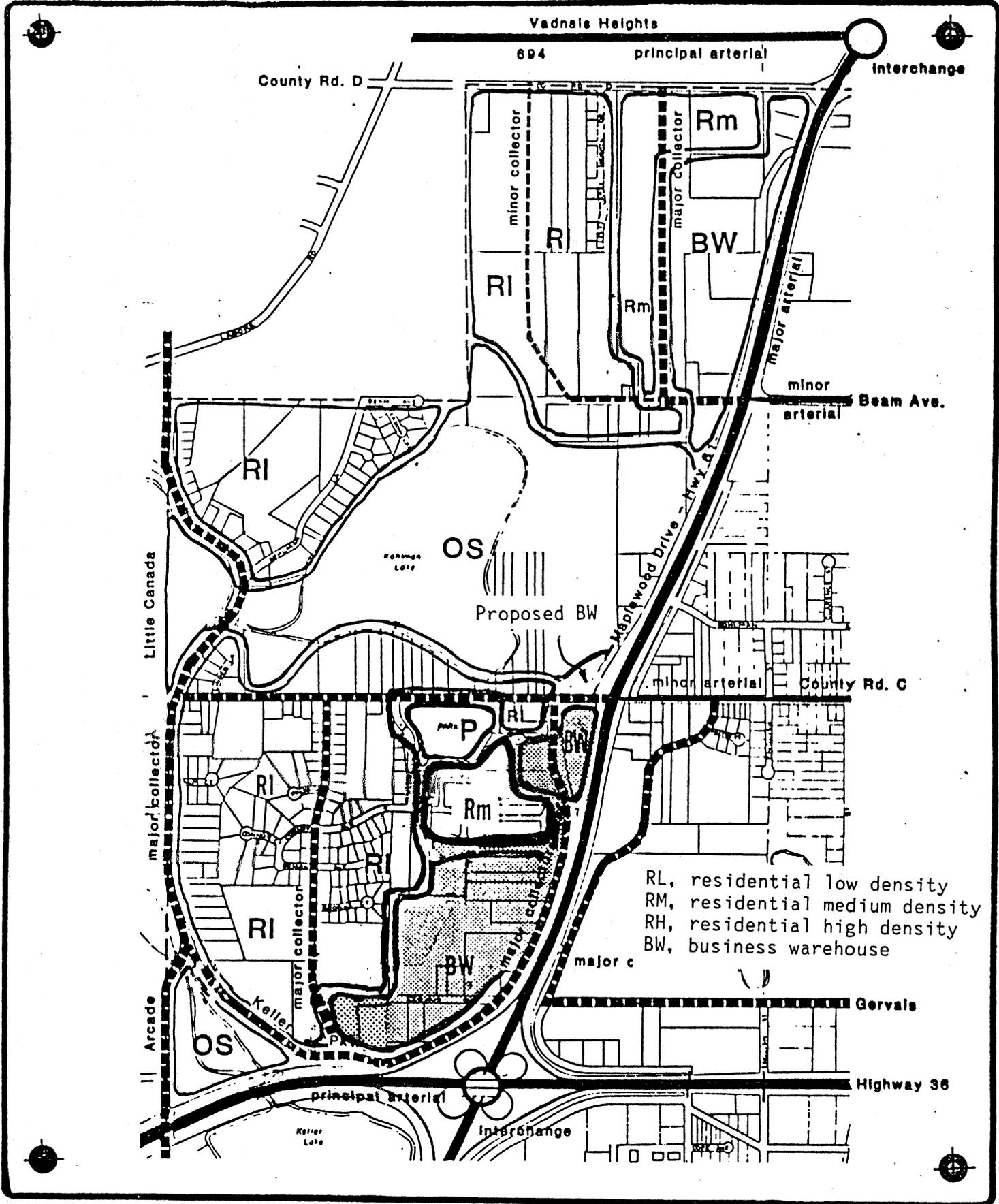
11

(existing)

Revised: 12-16-83

Attachment 1

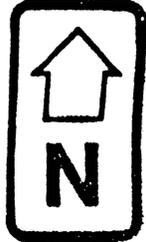


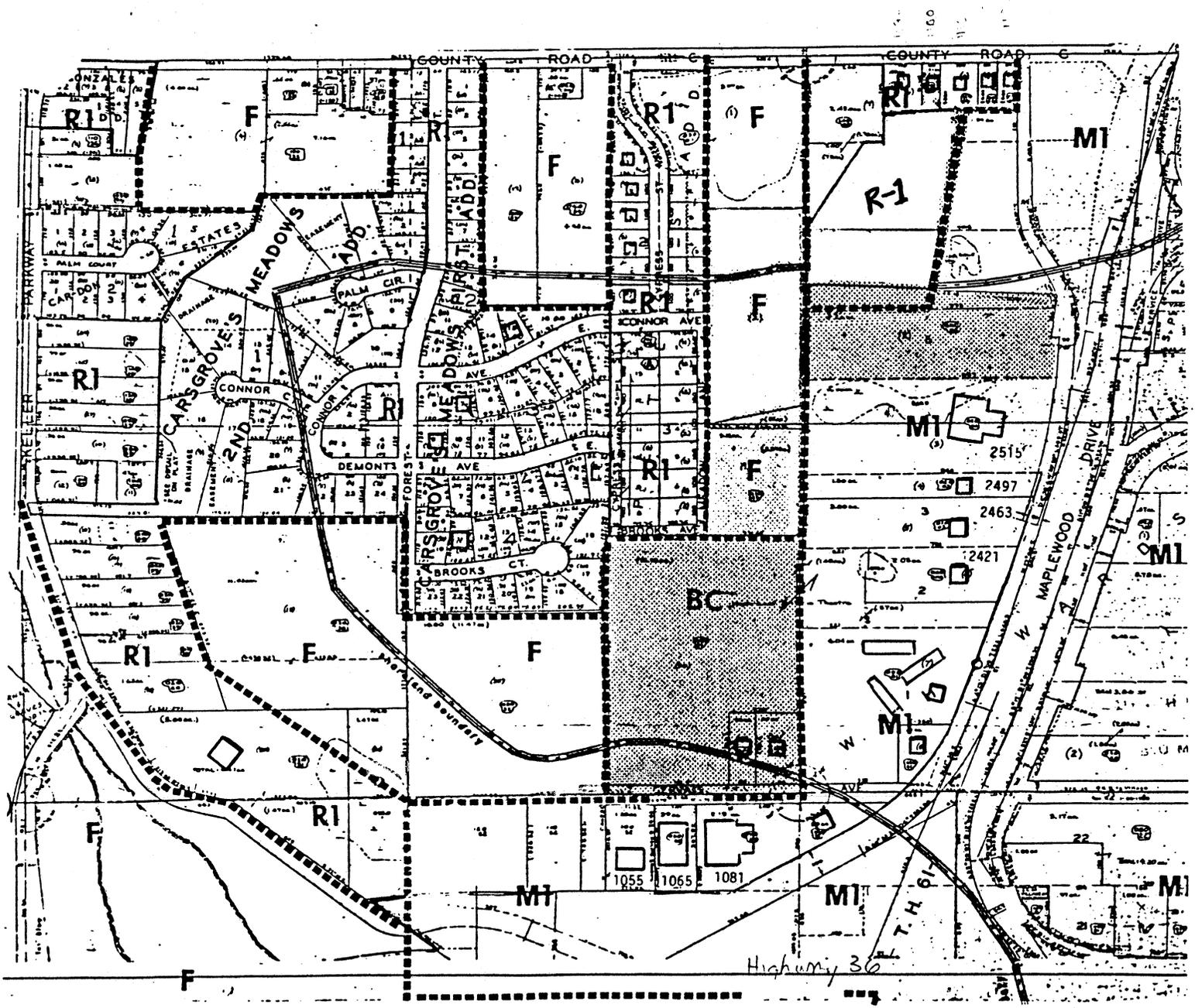


KOHLMAN LAKE NEIGHBORHOOD LAND USE PLAN

 Areas Proposed for change

(PROPOSED)





Key

- R-1, single dwelling
- F, farm residence
- BC, business commercial
- M-1, light manufacturing

ZONING MAP

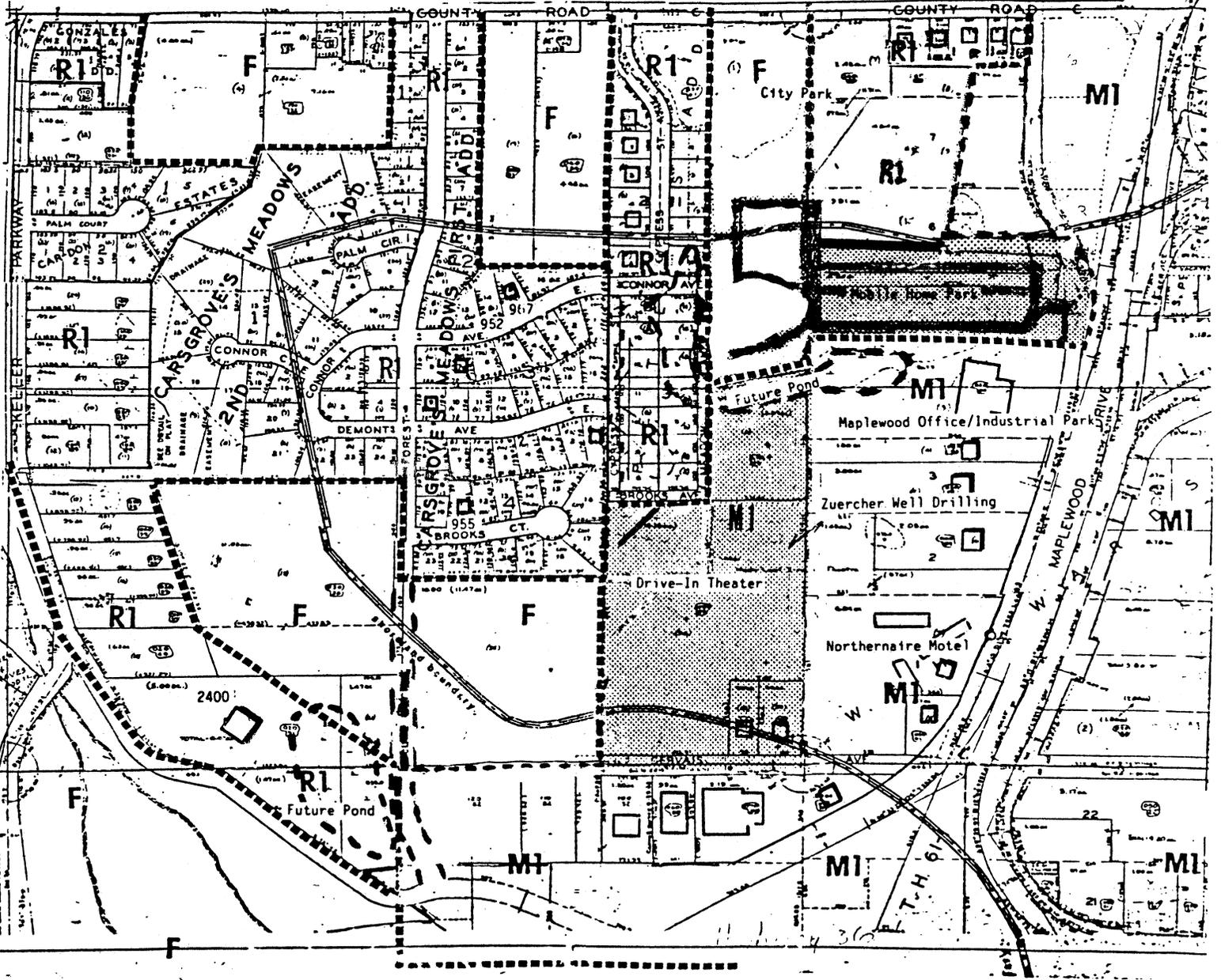


AREA TO BE REZONED

(Existing)



N



Key

R-3, multiple dwelling
 M-1, light manufacturing

ZONING MAP

 Area Proposed for Change

(Proposed)



DEC 28 1989

FUDALI, KEEFER & KEEFER

ATTORNEYS AT LAW

FRANK M. FUDALI
WILLIAM J. KEEFER
MARY M. KEEFER

2408 CENTRAL AVE. N.E.
MINNEAPOLIS, MN 55418
(612) 789-3583

December 26, 1989

GEOFF OLSON
Director of Community Development
City of Maplewood
1830 E. County Road B
Minneapolis, MN 55109

Dear Geoff:

Thank you for meeting with me to discuss the William Dunn property. As I indicated to you, I have acquired the William Dunn property. I also own the property to the south and to the west of it identified on your zoning map as "Mobile Home Park".

I plan to attend the meeting set for January 4, 1990, at the Hazelwood Fire Station. If for some reason I am not able to attend the meeting, I would appreciate it if you would confirm my discussion with you.

With respect to the Dunn property, I would appreciate consideration of M1 zoning for the portion to the east of the dotted line on the zoning map. With respect to the remainder of the property to the west of the dotted line and the Mobile Home Park, I would appreciate consideration for a farm zoning.

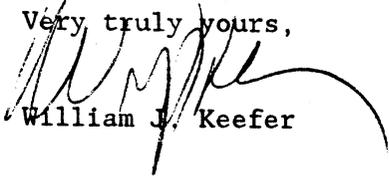
With respect to the land use plan, I would appreciate consideration for the land to the east of the dotted line on the zoning map as business warehouse and for the property to the west and for the Mobile Home Park I would appreciate consideration for Rm, which I understand stands for medium density.

By using the approach that we discussed, the Mobile Home Park will be consistent with your present zoning which I believe provides for manufactured housing in a farm zoning upon application for a conditional use permit.

I realize that the words that I am using are words of art and with that in mind, I would appreciate your comments if I have used any of the words incorrectly or different from what we have discussed.

Thank you for your consideration.

Very truly yours,


William J. Keefer

WJK:11k

Consulting Planners

One Groveland Terrace

(612)377-3536

Minneapolis

Minnesota 55403

Dahlgren, Shardlow, and Uban/Incorporated

MEMORANDUM

DATE: 7 March 1985

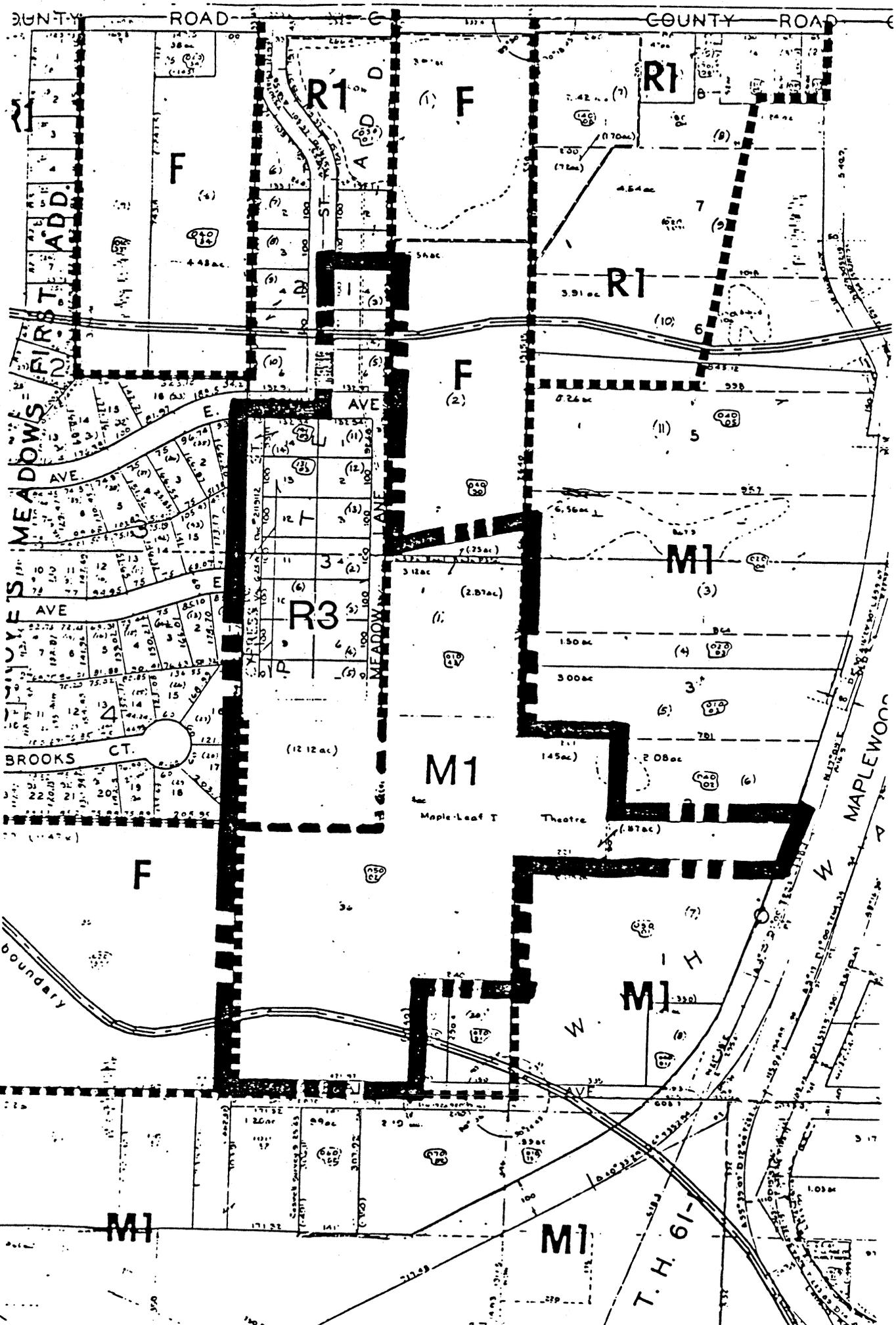
TO: Randy Johnson, City of Maplewood

FROM: C. John Uban, ASLA

RE: Mapleleaf Theatre Property

We have studied the Mapleleaf Theatre property and surrounding area to determine for Jerry Herringer the land use potential for the property.

1. Today the area is a conglomerate of varied uses organized along a single located frontage road. The quality is very mixed, and the opportunity for good quality uses to fill in the voids is quite minimal.
2. The transitions of uses between residential and industrial is nonexistent. The prime residential areas lie westerly of Cypress Street. Any residential east of Cypress will have to absorb the impact of changing land uses.
3. The ownership pattern in the area severely limits the potential for significant redevelopment. An HRA or the City directly, through a redevelopment district, needs to consolidate land for new development. Rather than promoting strip development along the frontage road, an interior road system serving a new business park formed from the theatre property and others along the highway would promote the most rational and desired development.
4. The theatre property should be zoned to M1, Light Industrial, to match adjacent properties and assist in unifying the land uses in the area. To form a transitional use between the industrial (M1), the trailer court, and the westerly R-1, a portion of the Herringer land should be rezoned to R-3 using Cypress Street as access to County road C.
5. The M1 Zoning District should be restructured to allow the new office/warehouse uses being used in the emerging high-tech parks. Flexibility with good design creates a most successful development.
6. We believe the theatre property, along with others, has an excellent potential of redeveloping into a quality business park. We strongly urge the City to consider public involvement in assembling and constructing public roads.



PETITION TO MAPLEWOOD PLANNING COMMISSION
AND MAPLEWOOD CITY COUNCIL

The following residents of maplewood, adjacent to City Road C, object to the proposed land use plan revisions and ZONING Map changes.

Our recommendation is to maintain the land use plan at Rm for the existing trailer court but change the land use to R1 between county road C and the trailer court with the remaining boundary being the frontage road. The zoning for the above area should be R1 except for the trailer court zoned Rm.

A further recommendation is that the triangular piece of land between County Road C, the frontage road and highway 61 be changed on the land use plan to LSC.

<u>NAME</u>	<u>ADDRESS</u>
Don Christensen	1111 E. 6 Rd 2
Bob Haugen	1094 E CO RD C
Tom Wiggins	1100 E. CO. RD. C
Kim Wiggins	1100 E. CO. RD C
Donna L Watson	1101 E CO RD. C
Wayne C Watson	1101 E. CO. RD. C
Michael Hogan	1116 E. County Rd. C
Ray Butler	1117 E. County Rd R
Janis Butler	1117 E. County Road C.
James Nygard	1110 E County Road C
Alice Christensen	1111 E. Co Rd. C
Nancy Anderson	1122 E. Co Rd. C.
Donna	1122 E CO RD C
Donna	1111 E CO RD C

PLAN AMENDMENT RESOLUTION

WHEREAS, the City of Maplewood initiated an amendment to the Maplewood Comprehensive Plan from RM (medium-density residential) to BW (business warehouse) for the M-1 zoned property south of County Road C, west of Highway 61 and north of the Town and Country Manufactured Home Park, as shown on the proposed land use plan in the June 29, 1990 staff report.

WHEREAS, the procedural history of this plan amendment is as follows:

1. The Maplewood Planning Commission held a public hearing on January 4 and 18, 1990 to consider this plan amendment. Notice thereof was published and mailed pursuant to law. All persons present at said hearing were given an opportunity to be heard and present written statements. The Planning Commission recommended to the City Council that the plan amendment be approved.
2. The Maplewood City Council considered said plan amendment on _____, 1990. The Council considered reports and recommendations from the Planning Commission and City staff.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that the above-described plan amendment be approved on the basis of the following findings of fact:

1. This area has been zoned for M-1 uses since the 1950s.
2. This area has excellent visibility and access for commercial use.

Adopted this _____ day of _____, 1990.

PLAN AMENDMENT RESOLUTION

WHEREAS, the City of Maplewood initiated an amendment to the Maplewood Comprehensive Plan from RM (medium-density residential), LSC (limited service commercial) and RL (low-density residential) to BW (business warehousing) for:

1041 and 1055 Gervais Avenue, and 1055, 1065 and 1081 Highway 36, and 2411-2515 Highway 61, as shown on the proposed land use plan in the June 29, 1990 staff report.

WHEREAS, the procedural history of this plan amendment is as follows:

1. The Planning Commission held a public hearing on January 4 and 18, 1990 to consider this plan amendment. Notice thereof was published and mailed pursuant to law. All persons present at said hearing were given an opportunity to be heard and present written statements. The Planning Commission recommended to the City Council that the plan amendment be approved.
2. The Maplewood City Council considered said plan amendment on _____, 1990. The Council considered reports and recommendations from the Planning Commission and City staff.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that the above-described plan amendment be _____ on the basis of the following findings of fact:

1. This area is better suited to commercial uses than to residential uses due to its proximity to Highways 36 and 61 and the existing commercial development.
2. The BW designation would recognize the long-standing M-1 zoning in the area.

Adopted this _____ day of _____, 1990.

REZONING RESOLUTION

WHEREAS, the City of Maplewood initiated a rezoning from F, farm residential and BC, business commercial to M-1, light manufacturing for the following-described property:

The North 396 feet of that part of the East 1/2 of the SE 1/4 and NW 1/4 east of Peter's Addition also a triangular tract adjacent on the north being in and measuring 66 feet on the East line of the East 1/4 of the NE 1/4 of the NW 1/4 all in Section 9, Township 29, Range 22; subject to Gervais Avenue and except the East 240 feet of the South 290.4 feet, the South 924 feet of the East 1/2 of the SE 1/4 of the NW 1/4 of Section 9, Township 29, Range 22, this property is also known as the Maple Leaf Drive-in Theater; subject to Bedell Road (Gervais Avenue) the East 150 feet of the South 290.4 feet of the SE 1/4 of the NW 1/4 of Section 9, Township 29, Range 22, this property is also known as 1055 Gervais Avenue; subject to County Road B2 and Bedell Road (Gervais Avenue), the West 90 feet of the East 240 feet of the South 290.4 feet of the NW 1/4 of Section 9, Township 29, Range 22, this property is also known as 1041 Gervais Avenue. The S 5 acres of W 1/2 of E 1/2 of NW 1/4 of Sec 9 TN 29 RN 22.

WHEREAS, the procedural history of this rezoning is as follows:

1. This rezoning was reviewed by the Maplewood Planning Commission on January 4 and 18, 1990. The Planning Commission recommended to the City Council that said rezoning be approved.
2. The Maplewood City Council held a public hearing on _____, 1990 to consider this rezoning. Notice thereof was published and mailed pursuant to law. All persons present at said hearing were given an opportunity to be heard and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that the above-described rezoning be approved on the basis of the following findings of fact:

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

PLAN AMENDMENT RESOLUTION

WHEREAS, the City of Maplewood initiated an amendment to the Maplewood Comprehensive Plan from RL, residential low density to BW, business warehouse for the following-described property:

West of 1055 Gervais Avenue and south of Gervais Avenue extended.

WHEREAS, the procedural history of this plan amendment is as follows:

1. The Maplewood Planning Commission held a public hearing on January 18, 1990 to consider this plan amendment. Notice thereof was published and mailed pursuant to law. All persons present at said hearing were given an opportunity to be heard and present written statements. The Planning Commission recommended to the City Council that said plan amendment be approved.
2. The Maplewood City Council considered said plan amendment on _____, 1990. The Council considered reports and recommendations from the Planning Commission and City staff.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that the above-described plan amendment be approved on the basis of the following findings of fact:

1. The property has been zoned M-1, light manufacturing for many years.
2. The property could be developed for commercial use, if truck traffic is not allowed through the conditional use permit process, with adverse effect to surrounding properties.
3. The properties to the east are developed commercially.

Adopted this _____ day of _____, 1990.

Alice Keene, 1190 Beam Avenue, said she preferred a low density residential land use with good drainage.

George Rossbach, 1406 E. County Road C, stated he felt the residential medium density land use on County Road D should be changed to residential low density land use since the area is developed with single dwelling homes.

Don Christianson, 1111 E. County Road C, said he is in favor of the amendments in order to be in compliance with the comprehensive plan.

Commissioner Cardinal moved the Planning Commission recommend approval of the resolution which amends the land use plan for the area west of Highway 61 between Beam Avenue and the NSP transmission lines from RM, medium density residential to BW, business warehouse, on the basis that:

- (1) This area is better suited to commercial and light industrial uses than to residential uses due to its proximity to Highway 61 and the future major collector street between County Road D and Beam Avenue and the existing and future commercial development.
- (2) The BW designation is better suited to the property west of the future major collector street between the NSP transmission lines and Beam Avenue as it will be a commercial street and similar land uses should front each other on the same street.
- (3) The owner prefers the BW to the RM designation.

Commissioner Rossbach seconded

Ayes--Cardinal,
Fischer, Rossbach

Nays--Barrett,
Gerke, Larson

Nay voters said they felt the proposal was premature.

Abstentions--Sletten

Motion failed.

- d. 8:45 Plan Amendment and Rezoning: West of Highway 61, between Highway 36 and Co. Rd. C

Ken Roberts, Associate Planner, presented the staff report.

land use plan for the area south and southwesterly of the Town and Country Manufactured Home Park from RM, medium density residential, LSC, limited service commercial and RL, low density residential to BW, business warehouse, on the basis that:

- (1) This area is better suited to commercial uses than to residential uses due to its proximity to Highway 36 and Highway 61 and the existing commercial development.
- (2) The BW designation is consistent with the long standing M-1 and BC zoning in the area.

Commissioner Rossbach seconded

Ayes--Barrett,
Cardinal, Fischer,
Gerke, Rossbach,
Sletten

Abstentions--Larson

Commissioner Cardinal moved the Planning Commission recommend approval of the resolution to rezone the westerly half of the Maple Leaf Drive-in theater property, 1055 and 1041 Gervais Avenue from BC, business commercial and F, farm residential to M-1, light manufacturing based on the findings required by ordinance and that:

- (1) It would be consistent with the proposed BW designation on the land use plan.
- (2) The F zoned property is owned by the same owner as the drive-in property to the south and can be more easily developed commercially with that site.
- (3) The drive-in property has been zoned and used commercially for many years.

Commissioner Rossbach seconded

Ayes--Barrett,
Cardinal, Fischer,
Gerke, Rossbach,
Sletten

Abstentions--Larson

Commissioner Larson moved the Planning Commission recommend approval of the resolution that amends the

land use plan for the property west of 1055 Gervais Avenue and south of Gervais Avenue extended from RL, residential low density to BW, business warehouse, on the basis that:

- (1) The property has been zoned M-1, light manufacturing for many years.
- (2) The property could be developed for commercial use, if truck traffic is not allowed through the conditional use permit process, without adverse affect to surrounding uses.
- (3) The properties to the east are developed commercially.

Commissioner Gerke seconded

Ayes--Barrett,
Cardinal, Fischer,
Gerke, Larson,
Rossbach, Sletten

6. NEW BUSINESS

- a. Preliminary Plat and Rezoning: Mark's Nature Haven
Tom Ekstrand, Associate Planner, presented the staff report.

Greg Frank, representing the applicant, said he objected to conditions 2. a., c., d., and h of the staff recommendation. Mr. Frank said this proposal would be economically unfeasible since financing must cover all of the lots, but only a limited number of lots could be sold.

Commissioner Rossbach moved the Planning Commission recommend:

- (1) Approval of the resolution rezoning this property from F, farm residential to R-1, single dwelling residential.
- (2) Approval of the preliminary plat for Mark's Nature Haven, subject to the following conditions being satisfied before final plat approval:
 - (a) Lot 11, Block 1 and Lots 3-16 and 19-22, Block 2, shall be designated as an outlot and shall not be platted for construction until Boxwood Avenue is connected to Schadt Drive.

Action by Council#

Endorsed _____
Modified _____
Rejected _____
Date _____

MEMORANDUM

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Land Use Plan Amendment and Rezoning
LOCATION: West side of Highway 61 between County Road C and Beam Avenue
APPLICANT: City of Maplewood
DATE: June 27, 1990

SUMMARY

INTRODUCTION

The City is proposing a land use plan amendment from OS (open space) to BW (business warehousing) for the property on the northwest corner of County Road C and Highway 61. The City is also proposing a rezoning from M-1 (light manufacturing) to F, (farm residential) for the area west of Highway 61 between County Road C and Beam Avenue. The maps on pages 6 and 7 show these proposals.

BACKGROUND

On November 16, 1989, the City Council started a study by staff of properties which have zoning and land use designations that are inconsistent. The zoning designation for a property defines the current development rights for the site. The land use plan designation is the City's expected future use of the property.

CRITERIA FOR APPROVAL

Plan Amendment

Plan amendments require no specific findings for approval. Any amendment, however, should be consistent with the City's land use goals and policies.

Rezoning

City Code gives the following standards for approving a rezoning:

1. The rezoning should be consistent with the purposes of the zoning ordinance. They are to:
 - a. Reduce traffic congestion.
 - b. Improve safety from fire and other dangers.
 - c. Provide adequate light and open space.
 - d. Avoid overcrowding.
 - e. Conserve property values.

2. The rezoning should not injure or detract from the use of neighboring property or from the character of the neighborhood.
3. There should be adequate public facilities, such as streets, sewers, water lines, schools and parks.

DISCUSSION

The current designation (OS) for this area on the Land Use Plan is not consistent with the existing zoning (M-1) along the west side of Highway 61. To resolve this inconsistency, staff is proposing two changes for this area.

The first proposal is to amend the land use plan to BW (business warehousing) for the property on northwest corner of Highway 61 and County Road C. There now is no designation for this site. There is about 3 acres of potentially developable land on this corner. The zoning of this property is M-1. As such, the proposed change would make the land use designation consistent with the zoning designation for this property.

The rezoning from M-1 (light manufacturing) to F (farm residential) would eliminate the potential for commercial or industrial uses. Such uses would be inappropriate in an area designated on the land use plan as OS (open space). All the area proposed for the rezoning is beneath the 100-year flood protection level of Kohlman Lake. In addition, much of the area planned as open space is covered by Ramsey County flowage easements as part of their Kohlman Lake restoration project. The map on page 8 shows the locations of these easements. The only current use of the land are the KSTP towers. The towers, however, are already on F zoned land, and therefore, nonconforming uses. Any future tower construction would require a conditional use permit, regardless of zoning. There is also a small piece of land owned by Naeglie Sign Company. The F zone does not allow billboards.

RECOMMENDATIONS

1. Approve the resolution on page 9 which amends the land use plan for the property on the northwest corner of County Road C and Highway 61. This amendment is from OS (open space) to BW (business warehousing). This amendment is on the basis that the zoning of the property is M-1 (light manufacturing) and there is enough land area for urban development.
2. Approve the resolution on page 10 to rezone the area west of Highway 61 between County Road C and Beam Avenue. This zone change is from M-1 (light manufacturing) to F (farm residential). This zone change is based on the findings required by ordinance and that property is planned OS.

CITIZEN COMMENTS

Staff mailed surveys to the 40 property owners within 350 feet for their comments about this proposal. Of the 9 replies, 4 were in favor, 3 had no comment and 2 were in opposition.

REFERENCE

Site Description

Existing land use: KSTP transmission towers and undeveloped

Surrounding Land Uses

North: Maplewood Toyota and single-family homes along Beam Avenue

East: Highway 61

South: Single-family homes along County Road C

West: marshy undeveloped property and Kohlman Lake

>>*

Planning

Open Space (OS) - "This land use classification is designed to provide land use areas throughout the community which act to complement all other land uses by providing a reasonable balance of open space in relation to urban development. Within this classification there are a number of specialized land use activities which can be further classified such as parks and playgrounds, natural drainage courses, cemeteries, school grounds, golf courses, lakes, pedestrian trailways and scenic drives and environmental protection areas, encompassing wetlands and flood plains" (18-32).

Business Warehouse (BW) - "Industrial uses found in this classification include government and public utility buildings and structures, storage and warehousing facilities, wholesale business and office establishments, cartage and express facilities, radio and television stations and other industrial uses of a lower-intensity nature" (p. 18-31).

Existing zoning: M-1, light manufacturing which allows the permitted uses of the BC, business and commercial district (if not planned LSC or RM), wholesale businesses, custom manufacturing shops, contractors shops, places of amusement, laboratories, offices and warehouses. A conditional use permit is required for used car lots, storage yards, permitted uses of the BC district (if planned LSC or RM) and any building or exterior use conducted within 350 feet of a residential district.

Proposed zoning: M-1 and F, Farm Residential which allows single-family dwellings, general farming, commercial greenhouses and nurseries. Livestock raising, manufactured home parks and golf courses are permitted with a conditional use permit.

*<<

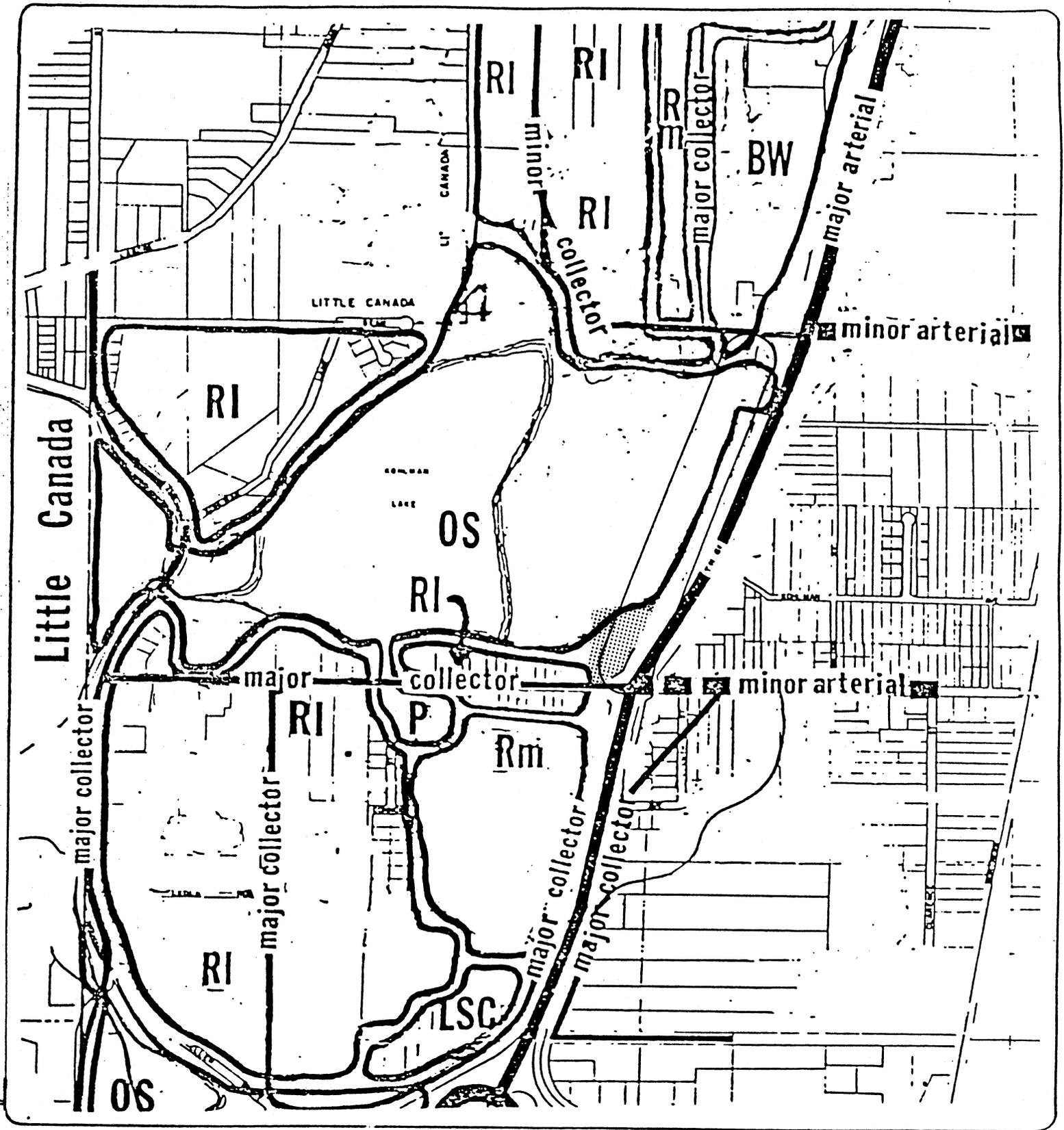
Shoreland District Regulations

The entire area in question is within the Shoreland District boundary of Kohlman Lake. Section 36-566 (g) of the City Code requires the lowest floor of all structures to be at least three feet above the "ordinary high water mark." In this instance, the ordinary high water mark is at an elevation of 859.5, therefore, the lowest floor elevation must be no lower than 862.5. Most of the land along Highway 61 is below this elevation and would require filling for construction of a building.

Attachments

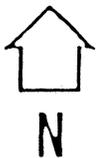
1. Kohlman Lake Neighborhood Land Use Map (Existing)
2. Kohlman Lake Neighborhood Land Use Map (Proposed)
3. Property Line/Zoning Map
4. Ramsey County Flowage Easement Map
5. Plan Amendment Resolution
6. Rezoning Resolution

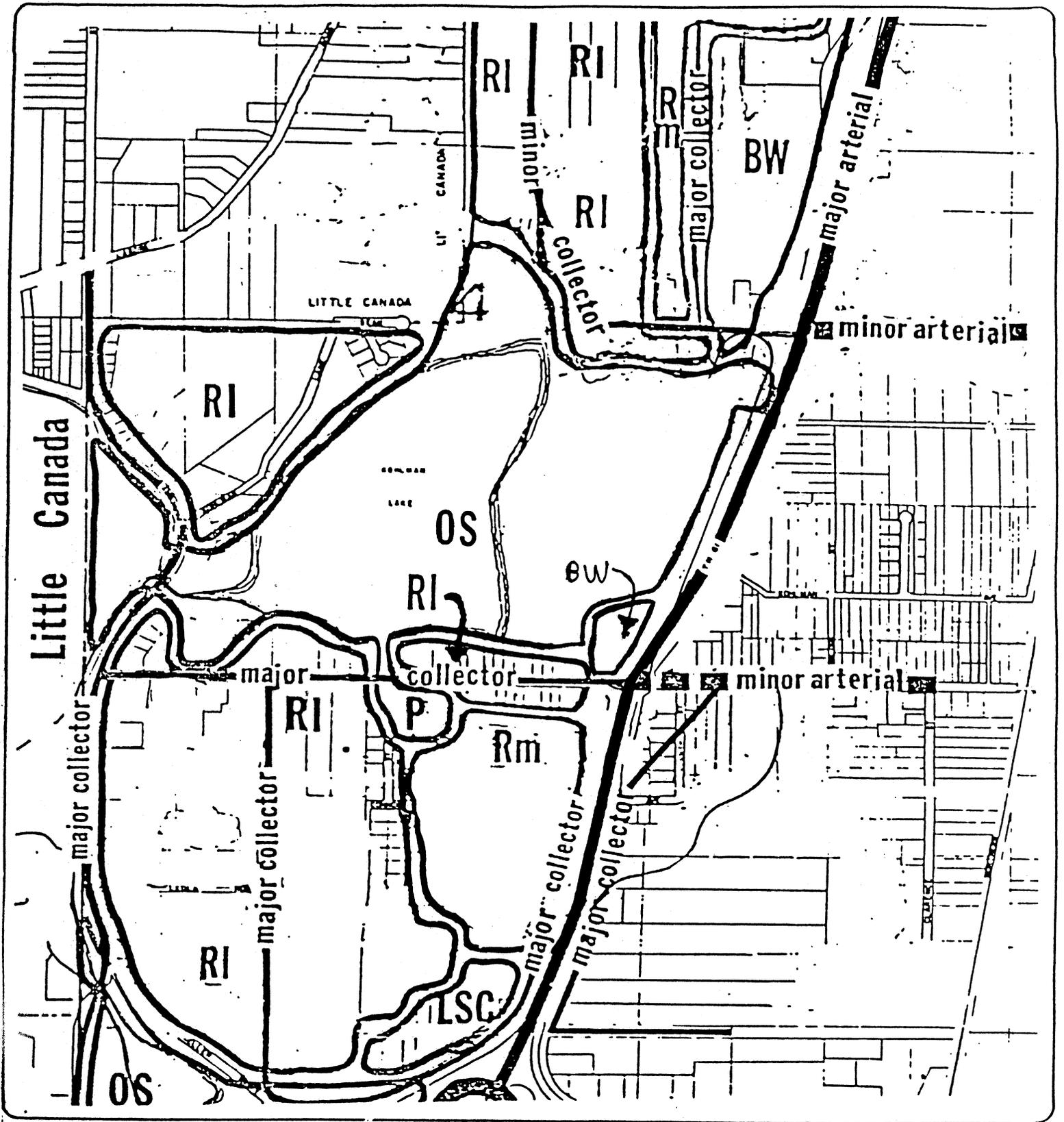
kenrmemo3 (Section 4)



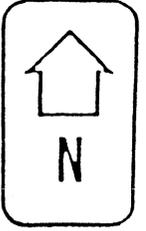

 AREA OF PROPOSED CHANGE

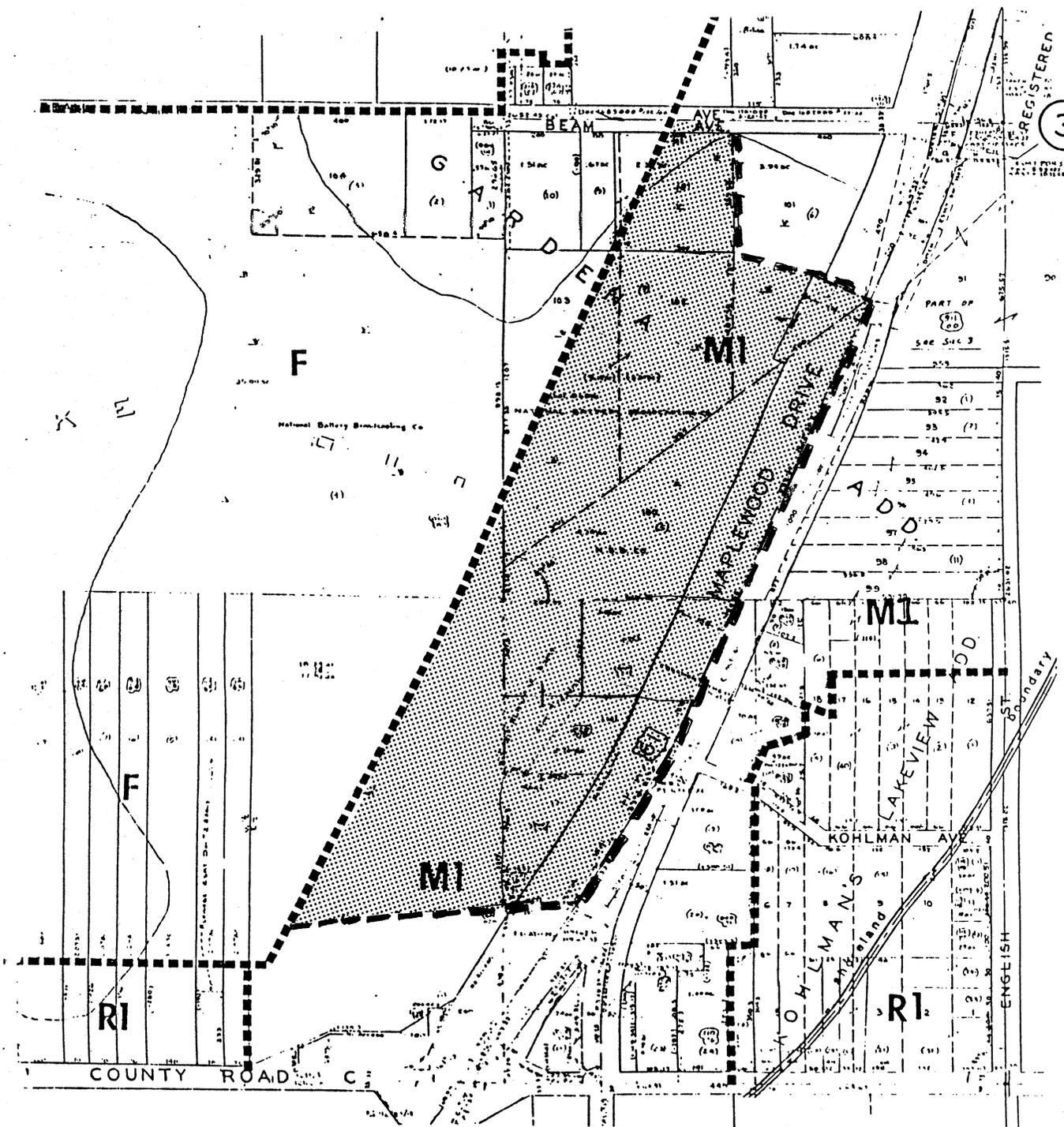
Kohlman Lake
 NEIGHBORHOOD LAND USE PLAN
 (EXISTING)





Kohlman Lake
 NEIGHBORHOOD LAND USE PLAN
 (PROPOSED)

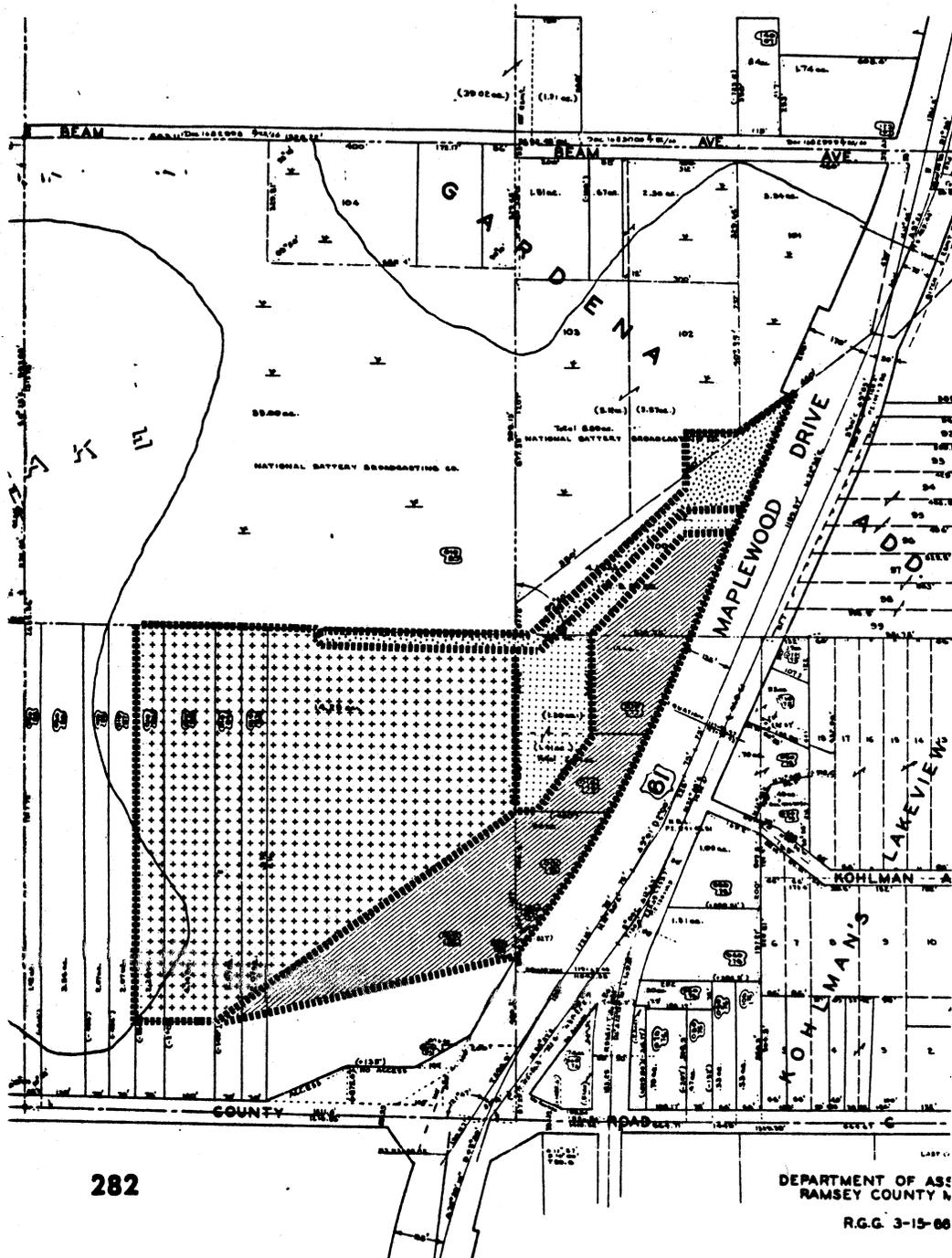




PROPERTY LINE / ZONING MAP

Proposed rezoning M-1 to F





282

DEPARTMENT OF ASSESSMENT
 RAMSEY COUNTY, MN
 R.G.G. 3-15-88

- | | | | |
|---|---|---|--|
|  | --- PERMANENT FLOWAGE EASEMENT |  | --- TEMPORARY CONSTRUCTION & PERMANENT ACCESS EASEMENT |
|  | --- PERMANENT FLOWAGE EASEMENT NO RESTRICTION ON FILLING OR DEVELOPMENT |  | --- PERMANENT FLOWAGE, PERMANENT ACCESS, & TEMPORARY CONSTRUCTION EASEMENT |

SECTION 4 , R.22W. , T. 29 N.

SCALE: 1" = 300'
 DATE: 3/3/82
 DRAWN: D. HAGLE

RAMSEY COUNTY FLOWAGE EASEMENTS



PLAN AMENDMENT RESOLUTION

WHEREAS, the City of Maplewood initiated an amendment to the Maplewood Comprehensive Plan from OS, Open Space to BW, Business Warehousing, for the following-described property: the south 300 feet of the east 660 feet of the SW 1/4 of the SE 1/4 of Section 4, TN 29, Range 22.

This property is more commonly described as the northwest corner of Highway 61 and County Road C.

WHEREAS, the procedural history of this plan amendment is as follows:

1. The Maplewood Planning Commission held a public hearing on January 18, 1990 to consider this plan amendment. Notice thereof was published and mailed pursuant to law. All persons present at said hearing were given an opportunity to be heard and present written statements. The Planning Commission recommended to the City Council that said plan amendment be approved.
2. The Maplewood City Council considered said plan amendment on _____, 1990. The Council considered reports and recommendations from the Planning Commission and City staff.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that the above-described plan amendment be approved on the basis of the following findings of fact:

1. The property is zoned M-1, light manufacturing, which is consistent with BW designation.
2. There appears to be sufficient land area for urban development which would not be permitted with an OS designation.

Adopted this _____ day of _____, 1990.

REZONING RESOLUTION

WHEREAS, The City of Maplewood initiated a rezoning from M-1, Light Manufacturing to F, Farm Residential for the property west of Highway 61 between County Road C and Beam Avenue as shown in the Staff report dated January 3, 1990.

WHEREAS, the procedural history of this rezoning is as follows:

1. This rezoning was reviewed by the Maplewood Planning Commission on January 18, 1990. The Planning Commission recommended to the City Council that said rezoning be approved.
2. The Maplewood City Council held a public hearing on _____, 1990 to consider this rezoning. Notice thereof was published and mailed pursuant to law. All persons present at said hearing were given an opportunity to be heard and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE MAPLEWOOD CITY COUNCIL that the above-described rezoning be approved on the basis of the following findings of fact:

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 area in question is planned OS, Open Space, which is consistent with the F zoning designation.

Adopted this _____ day of _____, 1990.

5. PUBLIC HEARINGS

- a. 7:45 Plan Amendment and Rezoning: South side of Frost Avenue, east of Phalen Place

The staff report was presented by Ken Roberts, Associate Planner. There was a discrepancy noted between the staff report and the public hearing notice, which was mailed to the adjacent property owners, regarding the proposed plan amendments and rezoning designations. The hearing notice proposal was for a LSC, limited service commercial and RL, residential low density plan amendment with a BC-M, business commercial modified zoning. The staff report proposed BW, business warehouse plan amendment with a M-1, light manufacturing zoning.

Steve Contineza of 1160 Frost Avenue and Merton Reed of 135 Viking Drive, the property owners, were opposed to the limited service commercial and residential low density land use and business commercial modified zoning proposed in the hearing notice and to any changes that would lower the value of their property. They did not have enough time to find out what effect the business warehouse land use and light manufacturing zoning proposed in the staff report would have on their property.

Beverly Snyder, 1890 Phalen Place, said current zoning is working well. She is opposed to any changes and she is concerned that future businesses may not be cooperative.

Commissioner Sletten moved the Planning Commission table this item until the second meeting in February so parties can go through the latest information received.

Commissioner Cardinal seconded

Ayes--Barrett,
Cardinal, Fischer,
Gerke, Larson,
Rossbach, Sletten

- b. 8:05 Plan Amendment and Rezoning: West of Highway 61, between County Road C and Beam Avenue

Ken Roberts, Associate Planner, presented the staff report.

Alice Keene, 1190 Beam Avenue, said she wanted this proposed area rezoned to open space.

Don Christianson, 1111 E. County Road C, said he approved of this proposal and felt the lakeshore ordinance would limit development.

Commissioner Cardinal moved the Planning Commission recommend:

- (1) Approval of the resolution which amends the land use plan for the property on the northwest corner of Highway 61 and County Road C from OS, open space to BW, business warehousing on the basis that the property is zoned M-1, light manufacturing and that there appears to be sufficient land area for urban development.
- (2) Approval of the resolution to rezone the area west of Highway 61 between County Road C and Beam Avenue from M-1, light manufacturing to F, farm residential, based on the findings required by ordinance and that property is planned OS, open space.

Commissioner Sletten seconded

Ayes--Barrett,
Cardinal, Fischer,
Gerke, Larson,
Rossbach, Sletten

~~8:25 Plan Amendment and Rezoning: West of Highway 61,
between Beam Avenue and County Road D~~

~~Ken Roberts, Associate Planner, presented the staff report.~~

~~Joe Prokosch, 1272 E. County Road D, questioned whether the proposed amendments would affect property taxes. Staff referred him to Ramsey County Tax Department.~~

~~Frank Frattalone, 3205 Centerville Road, said he was opposed to a zoning change and wanted farm zoning to remain. Mr. Frattalone said he preferred business warehouse land use to the present residential medium density land use.~~

~~Denton Vars, 1140 Beam Avenue, said he preferred farm zoning and townhouses rather than factories.~~

~~Rich Pearson, 2990 Carey Heights Drive, said he preferred business warehouse land use to residential medium density land use.~~

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

MEMORANDUM

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Land Use Plan Amendment and Rezonings
LOCATION: West of Highway 61, between Beam Avenue and County Road D
APPLICANT: City of Maplewood
DATE: June 29, 1990

SUMMARY

INTRODUCTION

The City is proposing a change to its land use plan. The land use plan shows how the City expects property to develop in the future. For reference, the zoning map regulates the use of properties. The City Council has requested a study of each area where the zoning map and land use plan do not agree. The area of study in this report is west of Highway 61, between County Road D and Beam Avenue.

Pages 7 and 8 show the existing and proposed land use plans. The proposal is an amendment from RM (medium density residential) to BW (business warehouse). This is for the area between Beam Avenue and the NSP transmission lines.

BACKGROUND

December 16, 1983: The City Council amended the land use plan in this area in 2 ways. First, a major collector street was designated as a connection between County Road D and Beam Avenue. Secondly, changing the plan from LSC to the current BW and RM designations. The land use map from 1981 on page 9 shows this area.

CRITERIA FOR APPROVAL

Plan amendments require no specific findings for approval. Any amendment, however, should be consistent with the City's land use goals and policies.

DISCUSSION

Plan Amendment

The first issue is to decide what the land use plan designations for this area should be. This area has developed with a mix of residential and commercial uses. The recommended plan amendment tries to balance the most appropriate use of these properties with a use that can be compatible with the surrounding properties. It is also in a manner consistent with the City's development policies.

Staff is recommending a land use plan amendment for the area south of the NSP transmission lines. The land use plan shows this area for RM (residential medium density) uses. The proposal is to plan it BW (business warehousing). Commercial uses are appropriate for this area. This is due to its proximity to Highway 61 and the future street connection between County Road D and Beam Avenue running through the middle of the area. In addition, one of the City's land use policies is to have similar types of land uses fronting each other on the same street. The proposed plan amendment is consistent with this policy.

Staff is recommending keeping the RM land use designation for the area between the NSP transmission lines and County Road D. (See the map on page 8.) This area has 3 single-family dwellings and about 14 acres of undeveloped land. In Vadnais Heights, north of County Road D, there are 11 single-family dwellings zoned and planned for multiple-family development. It does not appear appropriate regarding long-range land use planning to have an area of single-family homes along County Road D. This is because of the commercial or light industrial development which would occur in the area planned south of the transmission lines. Thus staff is recommending no change for the area planned for RM between County Road D and the NSP electric transmission lines.

Rezoning

Staff is not proposing any rezonings now. The rezoning of properties that are undeveloped or under developed is a policy matter for the City Council to consider and decide. Changing the zoning classification on a property from F (farm residential) to another classification would encourage its development as the property taxes would probably rise. In addition, as more development occurs near an under used property, it may prove to be more difficult to rezone such properties in the future. This is because the amount of opposition from nearby property owners will probably increase.

Changing the zoning on a property in response to a developers request may give the City more control on what happens on the particular site. This is because there is an opportunity to consider the specifics of that development proposal.

Shown on the map on page 11 are the possible future zoning designations for this area. The changes in the zoning shown on this map would be consistent with the recommended plan amendment discussed earlier. The effect that any development might have on their properties is a concern of the property owners to the west of this area. The M-1 zone is an advantage to the neighbors. Uses developed within 350 feet of the residential zone require a public hearing and City Council approval.

RECOMMENDATIONS

- I. Approve the resolution on page 13 which amends the land use plan for the area west of Highway 61 between Beam Avenue and the NSP transmission lines. This amendment is from RM (medium density residential) to BW (business warehouse) as shown on the map on page 6 of the staff report, on the basis that:
 1. Commercial and light industrial uses are better uses for this area rather than residential uses. This is due to its proximity to Highway 61, the future major collector street between County Road D and Beam Avenue and the existing and future commercial development.
 2. The BW designation is appropriate for the property west of the future major collector street between the NSP transmission lines and Beam Avenue. This is because it will be a commercial street. Similar land uses should front each other on the same street.
 3. The property owners prefer the BW to the RM designation.
- II. Take no actions on any rezonings at this time.

>>*

CITIZEN COMMENTS

Staff mailed surveys to the 44 property owners within 350 feet for their comments about this proposal. Of the 18 replies, 9 were in favor, 1 had no comment and 8 objected.

In Favor

1. It will meet the needs of this area and have great highway access. (2 responses)
2. The M-1 corridor along Highway 61 as a buffer to the single-family homes west of Highway 61.
3. Townhouses would be OK. Apartments would not fit in this area. (For the area north of the NSP transmission lines).

Objections

1. I object to this proposal because of the traffic and environmental concerns including noise and other pollution. (Sanft - 2925 Frank Street)
2. This property should be developed with single-family dwellings. (2 responses)
3. The area south of the NSP transmission lines should remain single family. (Carey - 1174 County Road D)
4. Kohlman Lake Overlook was intended as a development of executive homes with protective covenants designed to enhance property values. This proposal will work to reduce property values and it should not be approved. The best alternative is to convert this land into park area. (Rostal - 1211 Frank Ct.)
5. We feel that it is inappropriate to plan manufacturing and/or commercial use of the property immediately abutting \$200,000-\$250,000 homes. The existing plan provides a buffer zone of RM development between BW and R-1 areas. We have made significant decisions concerning our property (including the payment of very large assessments) on the basis of the adopted land use plan. About 20 families have recently invested in quality homes north of us assuming (we imagine) that the area would be developed in accordance with the existing plan. We think that the area needs its share of quality single residences and that further heavy concentrations of commercial and industrial development should be avoided. In summary, we are opposed to the extension of the M-1 zoning because of the adverse affect it will have on our property value and the value of surrounding properties. (Vars - 1140 Beam Avenue)

REFERENCE

Site Description

Area: about 19 acres

Existing Land Uses: undeveloped land being mined.

Surrounding Land Uses

North: County Road D and single-dwelling properties in Vadnais Heights zoned and planned for multiple-family residential

East: Guldens Restaurant, 2 single-family homes along the north side of Beam Avenue and Highway 61

South: Beam Avenue and single-family homes along the south side of Beam Avenue

West: Single-family homes and lots in Kohlman Lake Overlook and along Carey Heights Drive

Planning

Medium Density Residential (RM) - "This classification is designated for such housing types as single-family houses on small lots, two-family homes, townhouses, and mobile homes. The maximum population density is 22 people per net acre" (page 18-30).

Business Warehouse (BW) - "Industrial uses found in this classification include government and public utility buildings and structures, storage and warehousing facilities, wholesale business and office establishments, cartage and express facilities, radio and television stations and other industrial uses of a lower-intensity nature" (page 18-31).

F, Farm Residential which allows single-family dwellings, general farming, commercial greenhouses and nurseries. Livestock raising, manufactured home parks and golf courses are permitted with a conditional use permit.

M-1, Light Manufacturing which allows the permitted uses of the BC district (if not planned LSC or RM), wholesale businesses, custom manufacturing shops, contractors shops, places of amusement, laboratories, offices and warehouses. A conditional use permit is required for used car lots, storage yards, permitted uses of the BC district (if planned LSC or RM) and any building or exterior use conducted within 350 feet of a residential district.

Policy criteria from the plan:

- Page 18-5: Whenever possible, changes in types of land use shall occur along rear property lines so that similar uses front on the same street . . .

- Page 18-19: Promote industrial land use developments in planned park-like environments.

Public Works

The major collector street alignment shown on the land use plan was designated a County-State Aid Street by the State of Minnesota and Ramsey County. The alignment shown was established based on topography and accepted geometric design standards.

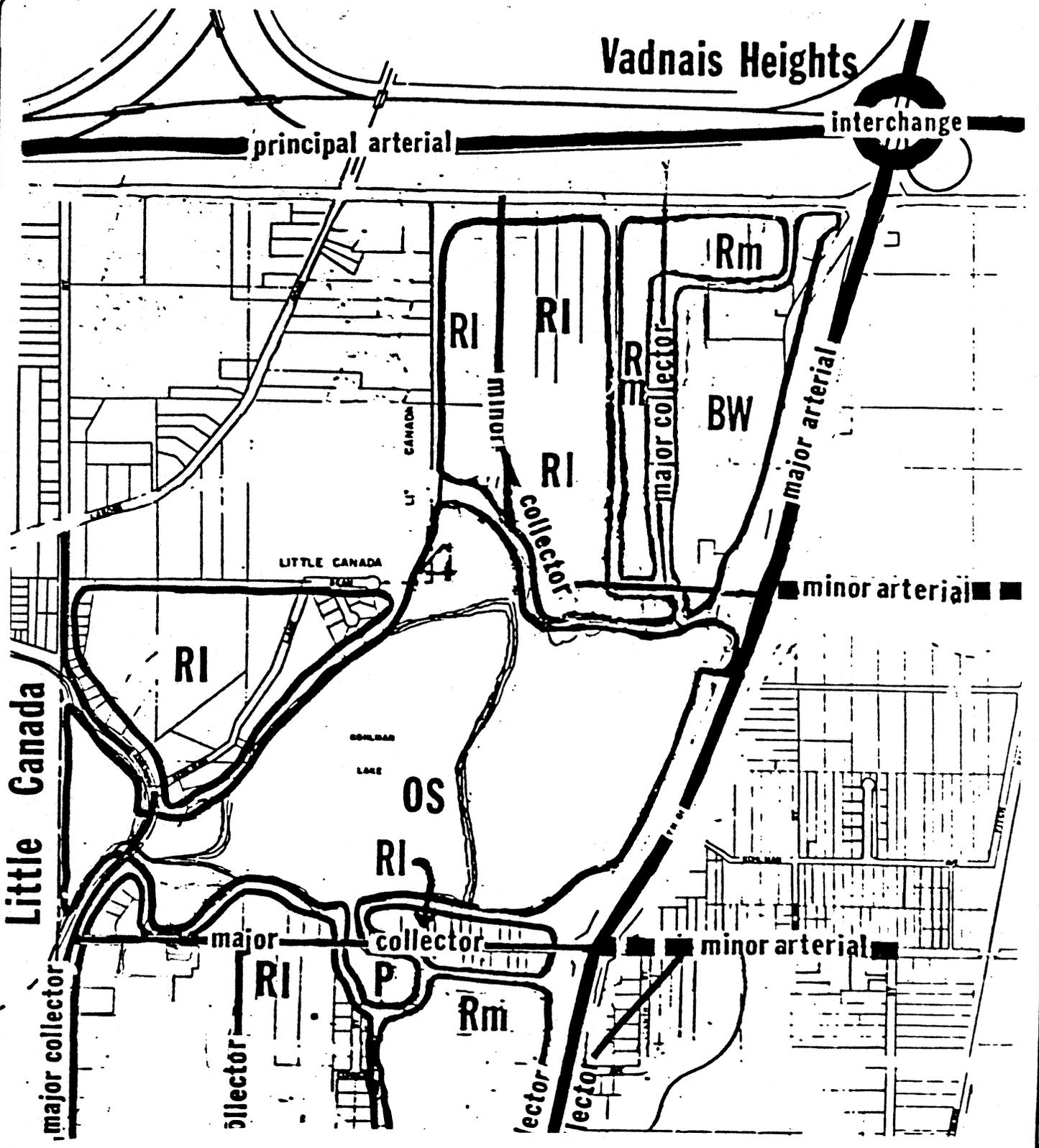
KENRMEMO5

Attachments

1. Kohlman Lake Neighborhood Land Use Plan Map (Existing)
2. Kohlman Lake Neighborhood Land Use Plan Map (Proposed)
3. Kohlman Lake Neighborhood Land Use Plan Map (1982)
4. Property Line/Zoning Map (Existing)
5. Property Line/Zoning Map (Future)
6. Area Concept Development Plan
7. Plan Amendment Resolution

*<<

Vadnais Heights



Kohlman Lake NEIGHBORHOOD

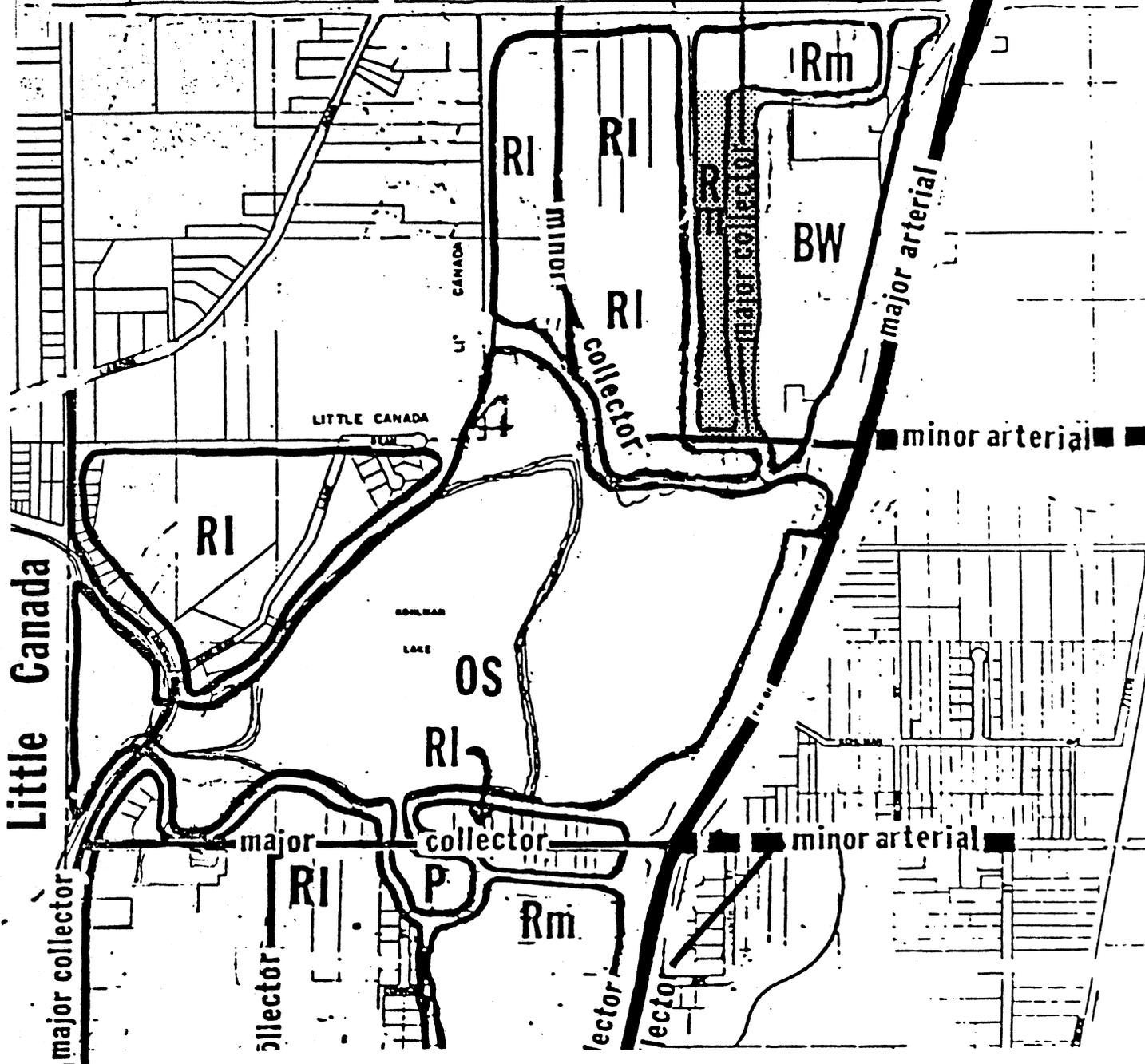
LAND USE PLAN
(EXISTING)



Vadnais Heights

interchange

principal arterial

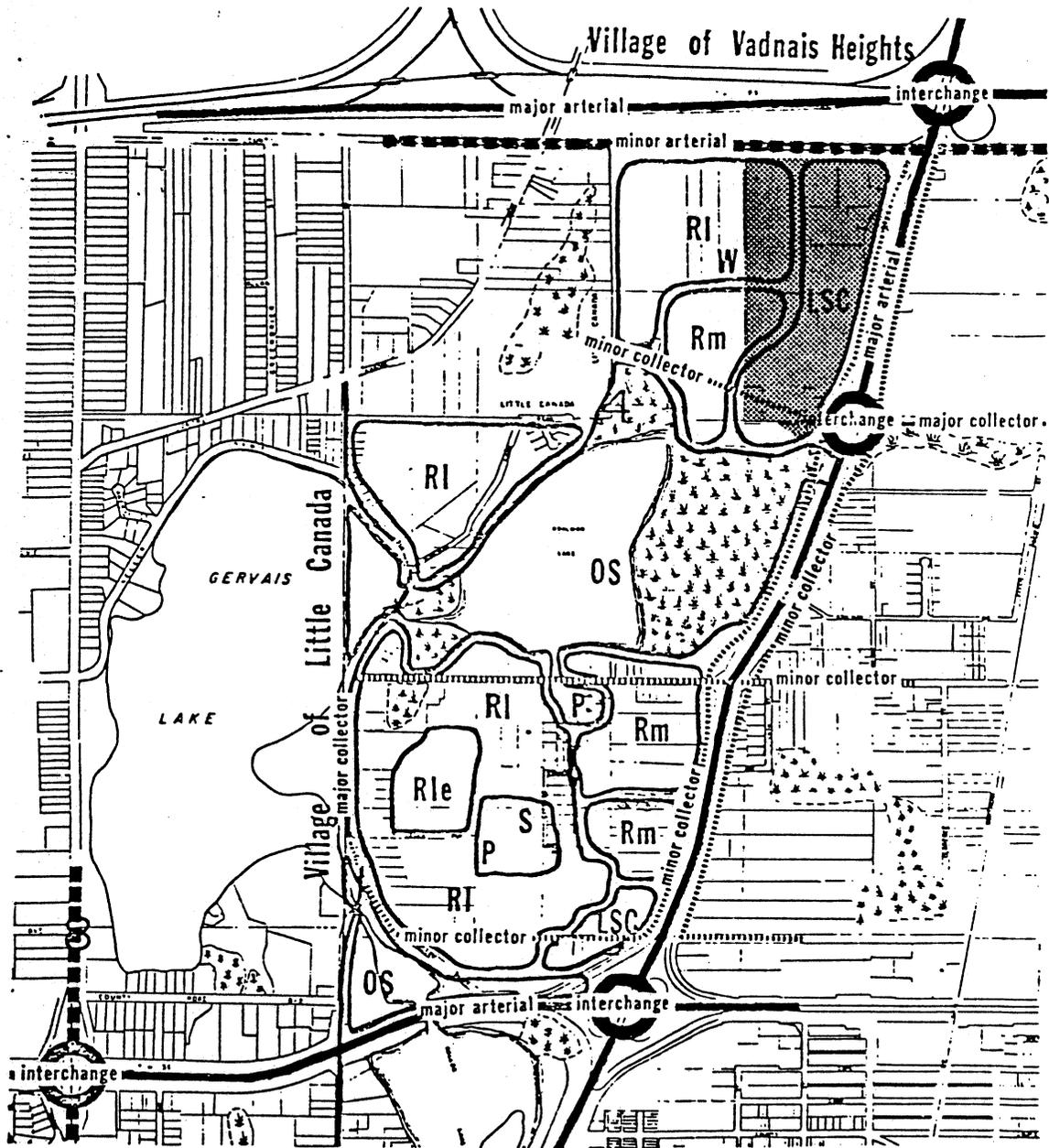


Kohlman Lake NEIGHBORHOOD

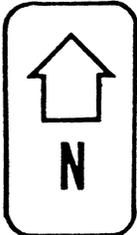

 PROPOSED LAND
 USE PLAN
 AMENDMENT- RM TO
 BW

LAND USE PLAN
 (PROPOSED)

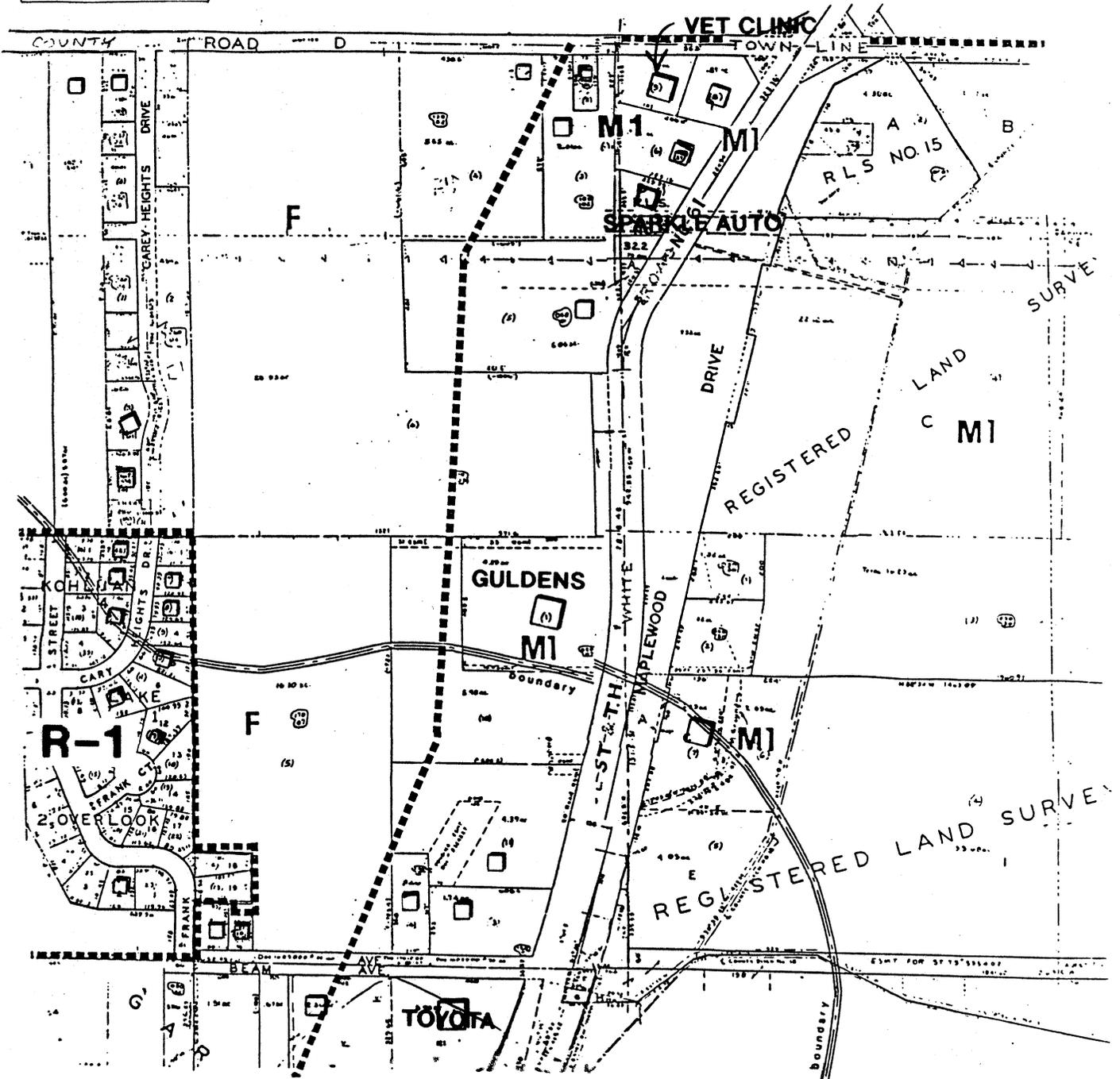




Kohlman Lake
 NEIGHBORHOOD LAND USE PLAN
 (FROM 1982)

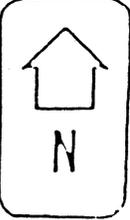


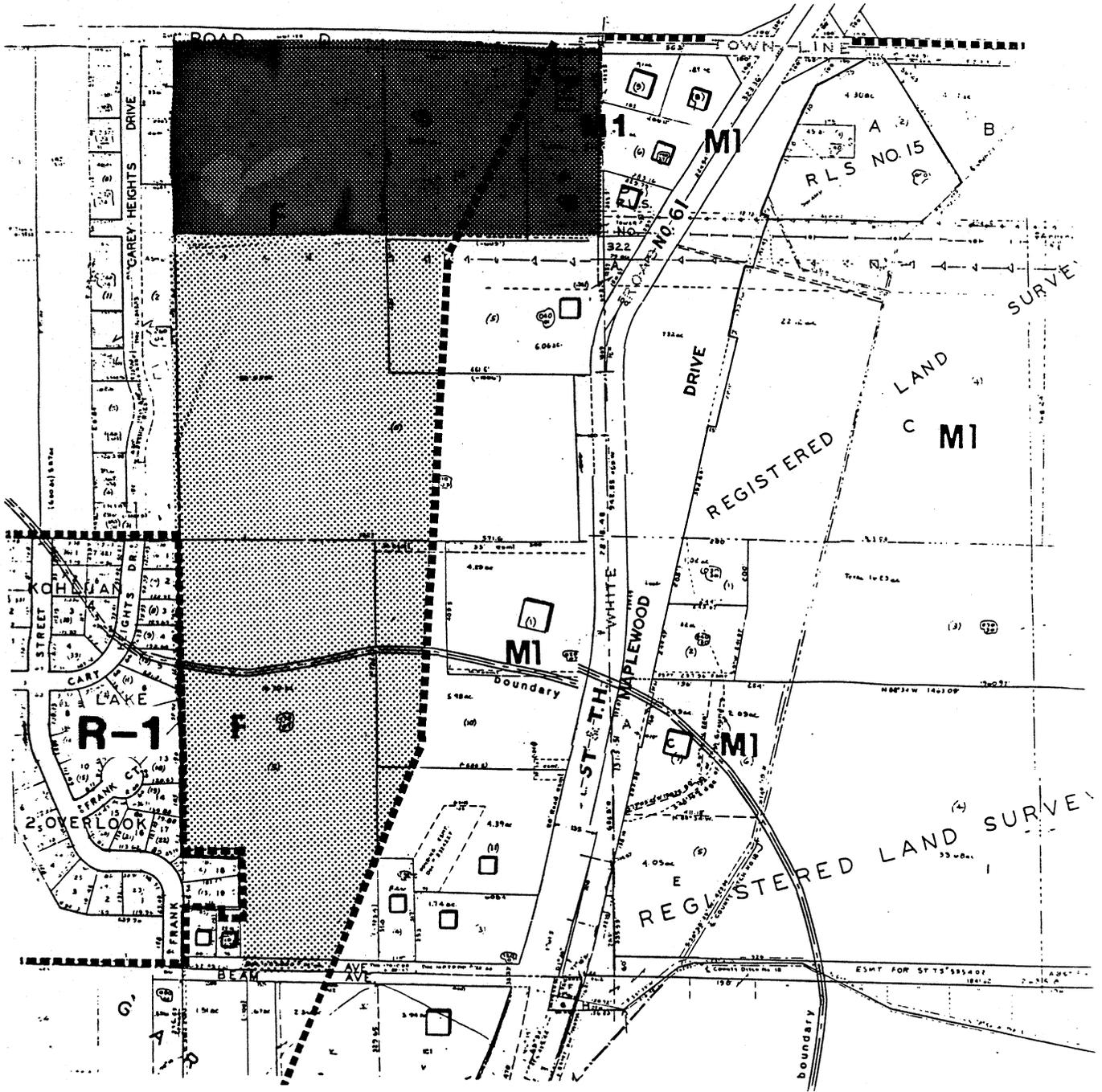
APTS



PROPERTY LINE / ZONING MAP

EXISTING





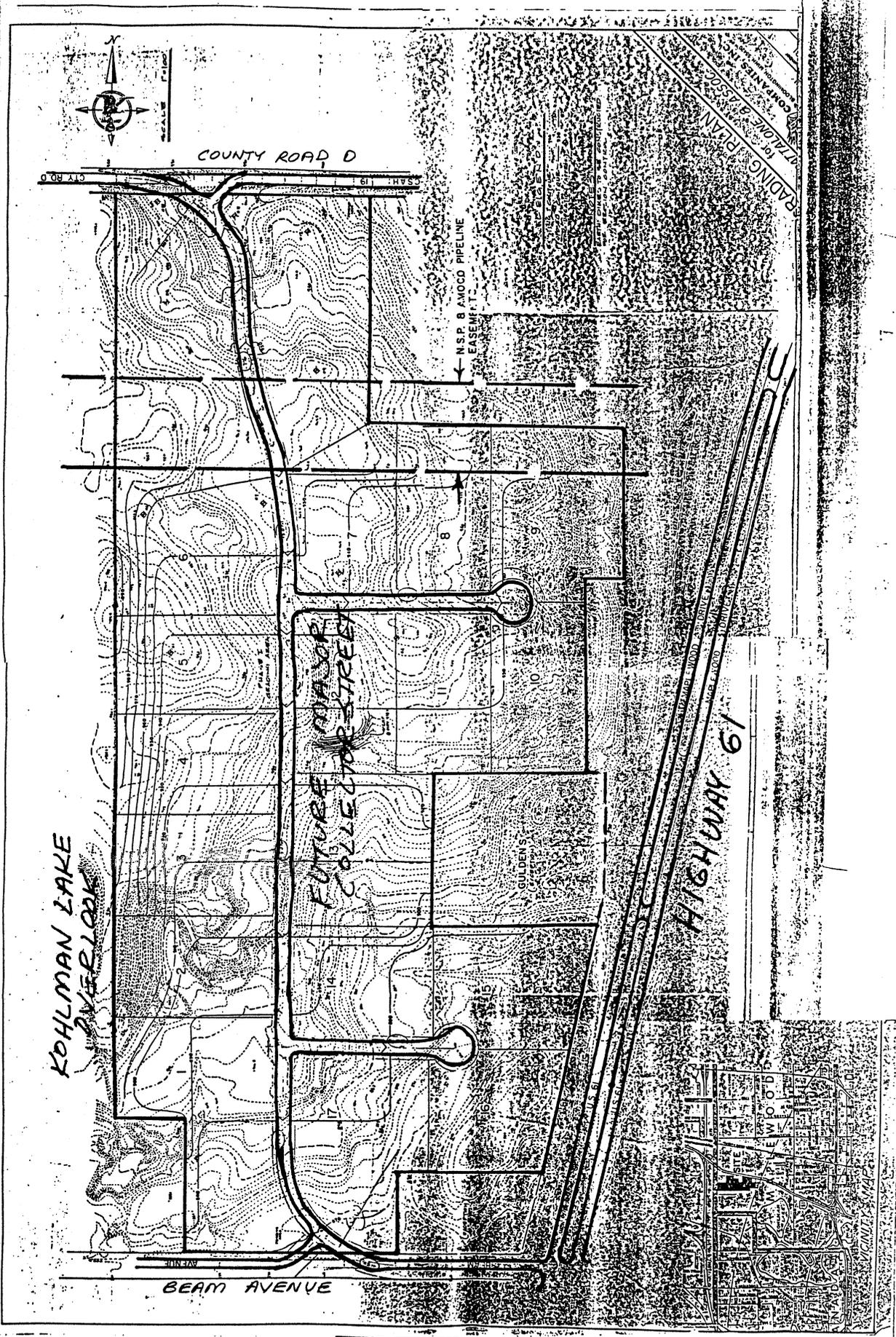
PROPERTY LINE / ZONING MAP

FUTURE REZONING: F TO M1

FUTURE REZONING: F AND M1 TO R-3



N



PLAN AMENDMENT RESOLUTION

WHEREAS, The City of Maplewood applied for an amendment to the City's Comprehensive Plan from RM, Medium-Density Residential to BW, Business Warehousing.

WHEREAS, this amendment applies to the following property: The south 2200 feet lying south of the centerline of the NSP powerline easement of the west 600 feet of the east one-half of the NE 1/4 of Section 4, TN 29, RN 22.

WHEREAS, the history of this plan amendment is as follows:

1. The Planning Commission held a public hearing on January 18, 1990 to consider this plan amendment. City staff published a notice of this hearing in the Maplewood Review and sent notices to the surrounding property owners as required by law. The Planning Commission gave everyone at the hearing a chance to speak and present written statements. The Planning Commission recommended to the City Council that the plan amendment be approved.
2. The City Council discussed the plan amendment on July 9, 1990. They considered reports and recommendations from the Planning Commission and City staff.

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

1. Commercial and light industrial uses are better uses for this area rather than residential uses. This is due to its proximity to Highway 61, the future major collector street between County Road D and Beam Avenue and the existing and future commercial development.
2. The BW designation is appropriate for the property west of the future major collector street between NSP transmission lines and Beam Avenue. This is because it will be a commercial street. Similar land uses should front each other on the same street.
3. The property owners prefer the BW to the RM designation.

Adopted on _____, 1990.

Don Christianson, 1111 E. County Road C, said he approved of this proposal and felt the lakeshore ordinance would limit development.

Commissioner Cardinal moved the Planning Commission recommend:

- (1) Approval of the resolution which amends the land use plan for the property on the northwest corner of Highway 61 and County Road C from OS, open space to BW, business warehousing on the basis that the property is zoned M-1, light manufacturing and that there appears to be sufficient land area for urban development.
- (2) Approval of the resolution to rezone the area west of Highway 61 between County Road C and Beam Avenue from M-1, light manufacturing to F, farm residential, based on the findings required by ordinance and that property is planned OS, open space.

Commissioner Sletten seconded

Ayes--Barrett,
Cardinal, Fischer,
Gerke, Larson,
Rossbach, Sletten

c. 8:25 Plan Amendment and Rezoning: West of Highway 61, between Beam Avenue and County Road D

Ken Roberts, Associate Planner, presented the staff report.

Joe Prokosch, 1272 E. County Road D, questioned whether the proposed amendments would affect property taxes. Staff referred him to Ramsey County Tax Department.

Frank Frattalone, 3205 Centerville Road, said he was opposed to a zoning change and wanted farm zoning to remain. Mr. Frattalone said he preferred business warehouse land use to the present residential medium density land use.

Denton Vars, 1140 Beam Avenue, said he preferred farm zoning and townhouses rather than factories.

Rich Pearson, 2990 Carey Heights Drive, said he preferred business warehouse land use to residential medium density land use.

Alice Keene, 1190 Beam Avenue, said she preferred a low density residential land use with good drainage.

George Rossbach, 1406 E. County Road C, stated he felt the residential medium density land use on County Road D should be changed to residential low density land use since the area is developed with single dwelling homes.

Don Christianson, 1111 E. County Road C, said he is in favor of the amendments in order to be in compliance with the comprehensive plan.

Commissioner Cardinal moved the Planning Commission recommend approval of the resolution which amends the land use plan for the area west of Highway 61 between Beam Avenue and the NSP transmission lines from RM, medium density residential to BW, business warehouse, on the basis that:

- (1) This area is better suited to commercial and light industrial uses than to residential uses due to its proximity to Highway 61 and the future major collector street between County Road D and Beam Avenue and the existing and future commercial development.
- (2) The BW designation is better suited to the property west of the future major collector street between the NSP transmission lines and Beam Avenue as it will be a commercial street and similar land uses should front each other on the same street.
- (3) The owner prefers the BW to the RM designation.

Commissioner Rossbach seconded

Ayes--Cardinal,
Fischer, Rossbach

Nays--Barrett,
Gerke, Larson

Nay voters said they felt the proposal was premature.

Abstentions--Sletten

Motion failed.

~~d. 8:45 Plan Amendment and Rezoning: West of Highway 61,
between Highway 36 and Co. Rd. C~~

~~Ken Roberts, Associate Planner, presented the staff
report.~~

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

AGENDA REPORT

TO: City Manager
FROM: Public Works Coordinator
SUBJECT: Award of Bid--Tractor with Mower
DATE: June 28, 1990

The 1990 budget provided \$39,400 for the purchase of a tractor with a 19-foot cut flail mower. Following advertisement, bids were received for the furnishing of the tractor/mower on Tuesday, June 26, 1990. A tabulation of the bids is attached.

The low bidder, Long Lake Ford Tractor, Inc., meets all specifications. Award of the bid to the low bidder in the amount of \$35,788 is recommended.

The specifications reserved unto the city the right to accept or reject the amount bid for a trade-in on Unit 564, a 1980 Model 250 International tractor with hydrostatic drive and a 19-foot cut mower. The amount bid for the trade-in is \$8,900.

Because virtually all of the use of these units is for parks maintenance, it is felt that the director of parks and recreation can better address the ability of that department to provide the manpower required to operate the unit and the need for additional mowing. He has been asked to provide a memo for attachment to this report, addressing the issue of whether or not to accept the trade-in proposal.

WCC

jw
Attachments

AWARD OF BID

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of Long Lake Ford Tractor, Inc., in the amount of \$35,788, is the lowest responsible bid for furnishing one (1) all-purpose tractor with flail mowers, and the mayor and clerk are hereby authorized and directed to enter into a contract with said bidder for and on behalf of the city.

BE IT FURTHER RESOLVED THAT THE CITY (accepts) (rejects) the bid of \$8900 for the trade-in of Maplewood Unit 564, a 1980 International tractor with mowers.

TABULATION OF BIDS

Pursuant to due call and notice thereof, a special meeting of the officials designated for a bid opening by the City Council of Maplewood was convened at 10 a.m., CDST, on Tuesday, June 26, 1990. The purpose of this meeting was to receive, open, and publicly read aloud bids for furnishing one (1) all-purpose tractor with flail mowers.

Present were: William Cass and Dennis Mulvaney

Following the reading of the notice of advertisement for bids, the following bids were opened and read:

BIDDER	BID AMOUNT	TRADE-IN	SURETY
Long Lake Ford Tractor, Inc.	\$35,788	\$8,900	Cashier's Check
Carlson Tractor & Equipment, Co.	\$42,397	\$7,500	Bid Bond

Pursuant to prior instruction of the council, the city clerk referred the bids received to the city engineer, instructing him to tabulate same and report with his recommendation at the regular city council meeting of July 9, 1990.

Meeting adjourned at 10:15 a.m.

MEMORANDUM

To: Michael A. McGuire, City Manager
From: Robert D. Odegard, Director of Parks & Recreation
Subj: Retain Unit 564 1980 International Tractor
With Mott Mowers
Date: June 27, 1990

It is requested that the City Council approve retaining Unit 564 International Tractor with Mott Mowers and not trade in this piece of equipment.

Our recommendation is based on the following:

- 1) A future goal of the Park Maintenance Department is to have two large 18' wide cutting mowers. One unit will have flail mowers and the second unit rotary mowers. Our turf continues to improve in our Park System and should be maintained with rotary mowers rather than flail mowers. At this time, the ball diamond outfields, soccer fields, and areas that contain acceptable turf are cut by Toro 72" rotary mowers.
 - a) Small Toros will continue to be used for trimming and cutting in tight areas, as well as for winter skating rink maintenance. When the new 18' wide rotary mower is purchased in the future, we would recommend that Unit 564 be traded. Since acquisition time for mowers has been almost one year, we would recommend holding the present flail mower until such time as the new rotary mower is delivered.
- 2) We should retain the present flail mower so that two large flail mowers will be in the fleet due to the increase in mowing areas that have come about as a result of park development. We will be adding 61 more acres to our cutting this Fall (Geranium -9, Playcrest -15, Hazelwood -22, Sherwood -15) and an additional 49 acres in 1991 (Harvest -14, Hillside -6, Vista Hills -5, Wakefield -10, Gloster -2, Nebraska -2). With these 100 acres, there is a definite labor saving with one man operating an 18' wide cutting swath, versus three men on 72" Toros. A large unit will cut much faster due to the size of the tractor than the smaller Toro units, thus saving more time.
- 3) Unit 564 is still in relatively good condition and has probably depreciated to the point where additional trade-in value will be limited. The tractor with a three point hitch and power takeoff plus the flail mowers will always have a certain base value. I am told by the sales representative for Long Lake that parts for the present tractor and mowers are still available.

- 4) Our past experience with down-time to run mowers that need repair is devastating. The availability of rental units is almost non-existent, and when available the cost per hour is exorbitant. The grass does not stop growing because our equipment is not working. Having a backup unit is extremely important in turf culture.
- 5) The \$8,900 trade-in that is being offered is a very small investment for the city to retain a unit that has great value for keeping our parks attractive and in the best possible condition.

H-1

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Director of Community Development
SUBJECT: **Truth-in-Sale of Housing Ordinance**
DATE: July 2, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

The City Council gave first reading to a truth-in-sale of housing ordinance on May 31. The Council considered the ordinance again on June 25. The consensus of the Council was to approve the HRA's recommendation, with the revisions to the high-voltage transmission disclosure that Councilmember Bastian proposed. (Refer to the wording on page 4.) The HRA is recommending a disclosure only ordinance for owner-occupied housing and a follow-up inspection for rental housing. (Refer to the HRA minutes of May 8 on page 29.) The Council tabled second reading until July 9 for staff to make these changes. The revised ordinance and disclosure forms are attached. I have underlined additions and crossed out deletions.

go/memo6.mem

Attachments:

1. Ordinance
2. Resolution for filing fee
3. Single family disclosure report
4. Owner-occupied attached disclosure report
5. Rental disclosure report
6. HRA minutes

ORDINANCE NO.

AN ORDINANCE CONCERNING TRUTH-IN-SALE OF HOUSING

THE MAPLEWOOD CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

Section 1. Article XII, Truth-in-Sale of Housing Ordinance, is hereby added to Chapter 9 of the Code of Ordinances.

Article XII. Truth-in-Sale-of-Housing Ordinance.

Sec. 9-235. Purpose.

The purpose of this article is to protect the public health, safety and welfare and to promote decent, safe and sanitary dwelling accommodations. To help accomplish this, the City is requiring the disclosure of housing information and defects as a condition of the sale of housing. City inspectors may use this information to require the correction of code violations in rental housing only.

Sec. 9-236. Definitions.

For the purpose of this article, the following terms are defined as follows:

Adequate water flow: Enough pressure to maintain at least a 1/4-inch diameter (pencil-sized) flow of water from each of at least three or more plumbing fixtures at the same time.

Contractual agreement: An agreement, written or otherwise, between a buyer and seller for the conveyance of, or the intent to convey, all or part of a housing unit or residential building. A contractual agreement shall include, but not be limited to, an earnest money contract, deed or purchase agreement.

Housing unit: A single dwelling, a double-dwelling unit, a town house unit, a condominium unit (as defined by Minnesota Statutes), or any other attached housing unit designed for the occupancy of one family. A housing unit shall not include a manufactured home.

Owner: A person having a vested interest in the housing unit or residential building in question. This includes his or her duly-authorized agent or attorney, before a sale.

Residential building: A building containing one or more housing units.

Sale: The conveyance of a housing unit or residential building to a new owner.

Sec. 9-237. Applicability.

This article shall not apply to any newly constructed housing or residential building when the title is conveyed to the first owner, except that no owner shall convey or contract to convey a newly-constructed housing unit or residential building without first providing to the buyer:

1. A list of the names, addresses and telephone numbers of all contractors and subcontractors who constructed the building.
2. The items in Section 9-238 (b) (2) (a, b, c, e, f, g, h and i).

Sec. 9-238. Truth-in-Sale-of-Housing Disclosure Report.

(a) An owner shall not show a housing unit or residential building to a prospective buyer without publicly displaying and making available a truth-in-sale-of-housing disclosure report. This report shall be at the housing unit or residential building at the time of showing and within three days of listing. A copy of the disclosure report shall be issued to the buyer before the execution of a contractual agreement. A copy of such report must be filed within 15 days with the City to be valid. A double filing fee shall be collected by the City if the report is not filed within 15 days.

(b) A housing disclosure report must be on the form shall be prepared by the City. It shall include:

(1) An evaluation by a City-certified housing inspector of specific parts of the building and property listed on the housing disclosure report. This list shall include, but not be limited to, items addressed in the housing maintenance, siding and junk removal ordinances. The City shall be responsible for determining whether there is an ordinance violation.

(2) A signed statement by the owner that includes the following information:

a. Any damage to the building or its contents by flooding or sewer backup and any evidence of chronic water seepage of which the owner has knowledge.

b. The nature, extent and cause of any water seepage or flooding of any portion of the property.

- c. Whether or not there are pending housing orders from the City about the property.
- d. Whether there is a homestead classification for real estate taxes payable.
- e. Any other known defects or problems that are not visible..
- f. Any deed restrictions or covenants running with the property.
- g. Whether the property is subject to the City's pipeline, shoreland or flood plain ordinances.
- h. The location and status of all known wells, including a map, stating whether the well is in use or abandoned and sealed.
- i. Whether the property is next to a high-voltage transmission line. If so, the disclosure form shall include the following statement: "This the subject property is located near next to a high-voltage (69,000 volts or more) electric transmission line. Purchasers should be aware that there is ongoing research on adverse exposure to a magnetic field generated by high-voltage lines. As of May 1990, no risk assessments have been made by scientific or health officials to resolve the health effects of long or short term exposures to magnetic fields. Purchasers with concerns about the exposures should contact competent medical or health inspectors or agencies for current risk assessment information. At this time no risk assessments have been made."

- (c) A truth-in-sale of housing disclosure report shall be valid for no more than one year from the date of approval by the City. However, if there is substandard maintenance or subsequent damage to the building, the Director of Community Development may require a new inspection.

Sec. 9-239. Limitations.

- (a) In making a housing inspection, the inspector shall consider any concealed facilities to be adequate. The inspector shall base his or her evaluation on the functional operation of the facility and the condition

of the equipment that is viewed. No other warrant is expressed or implied.

- (b) No one shall consider anything in a truth-in-sale-of-housing disclosure report to imply that a residential building or housing unit meets all minimum building standards. In addition, no one shall consider anything in the report to imply a warrant of the condition of the housing evaluated. The inspector warrants that he or she has used reasonable care and diligence in inspecting and evaluating the building.

Sec. 9-240. Certificate of Competency.

- (a) No person shall fill out a truth-in-sale-of-housing disclosure report without having a valid certificate of competency. The City must issue the certificate of competency. The City will only approve housing inspectors that have passed competency tests as truth-in-housing evaluators in St. Paul. The housing inspectors must submit certification papers to Maplewood from the City of St. Paul as truth-in-housing evaluators. The City of Maplewood must license each housing inspector that works in the City. Maplewood will automatically revoke a housing inspector's license if it is revoked in St. Paul. The City of Maplewood may require the passing of a test that shows the inspector's knowledge of the City's housing code. The City may then issue a certificate of competency which is valid for one year. The City may issue renewals of all such certificates. If a certificate of competency lapses for one year or more, the person who held such certificate shall reapply to Maplewood for renewal of such certificate. No holder of a certificate of competency shall allow another person to use said certificate.
- (b) The City Council may revoke the certificate of competency of a housing inspector for cause. At least ten days before the hearing, the City shall send written notification to the mailing address used in the inspector's application. The notice shall list the date, time and place of the hearing and of the specific reasons for the suspension. The Community Development Director may, at his or her discretion, suspend the certificate of competency of a housing inspector pending a suspension hearing.
- (c) The City Council shall set up a fee schedule by resolution for issuing a certificate of competency to approved housing inspectors.

Sec. 9-241. Insurance.

- (a) No certificate of competency shall be issued or renewed without satisfactory proof of insurance insuring the applicant/evaluator.
- (b) The City shall be included as a named insured on the required insurance and any additional cost for including the City shall be at the expense of the applicant/evaluator.
- (c) The applicant's/evaluator's insurance shall remain in force continuously thereafter and no certificate of competency shall be deemed to be in effect during any period of time when such insurance and proof thereof are not also in effect.
- (d) Each applicant/evaluator shall have an individually-named insurance policy.
- (e) The insurance policy shall provide coverage of not less than \$250,000 per claim or \$500,000 per year, aggregate, against any and all liability imposed by law resulting from the performance of the duties as a certified Truth-in-Sale of Housing evaluator.

Sec. 9-242. Housing Evaluation Fees.

The City Council shall set up a fee schedule by resolution for the filing of truth-in-sale-of-housing disclosure reports.

Section 2. This ordinance shall take effect on January 1, 1991.

RESOLUTION: FILING FEE

WHEREAS, the City Council has approved a Truth-in-Sale-of-Housing Ordinance;

WHEREAS, such ordinance requires the filing of certain forms and the issuance of certificates of competency to approved housing inspectors; and

WHEREAS, there is administrative time required for this work.

NOW, THEREFORE, BE IT RESOLVED that a fee of \$15 for each truth-in-sale-of-housing disclosure report be required at the time of filing and \$74 for the issuance of a certificate of competency.

Adopted this ____ day of _____, 1990.

**MAPLEWOOD TRUTH-IN-SALE
OF SINGLE-FAMILY HOUSING DISCLOSURE REPORT**
(Carefully read this entire report)

Address of Evaluated Dwelling _____

Owner's Name: _____

Owner's Address: _____

Telephone: (w) _____ (h) _____

Listing Agent and Agency: _____

Telephone: (w) _____ (h) _____

IMPORTANT NOTICES

1. This report is intended to provide basic information to the property buyer and seller prior to the time of sale. A copy of this report must be publicly displayed at the premises when the property is shown to prospective buyers, and a copy of this report must be provided to the buyer prior to the time of sale or the signing of a purchase agreement or other contractual agreement. ~~Applicable parts of this report may be used to enforce the requirements of the Maplewood City Code. Such enforcement will not effect the sale of the property.~~
2. This report is not a warranty of the current or future condition of the building or any building component nor is it a warranty of compliance with the building code.
3. The City of Maplewood does not guarantee the accuracy of this report.
4. The lender, FHA or VA may have different standards.
5. This report is valid for one year from the date it is issued and only for the owner named on this report.
6. Questions regarding this report should be directed to the evaluator, owner or the owner's agent.
7. Complaints regarding this report should be directed to the Community Development Department, Maplewood City Hall, 1830 E. County Road B, Maplewood, MN 55109, (612) 770-4560.

PROPERTY OWNER/AGENT'S DISCLOSURE

This report is **NOT VALID** unless the following declarations are signed on the original copy submitted to the buyer.

I, the owner or legal representative of the owner, declare, as of this date, the following information:

1. The following is a listing of the nature, extent, causes and damage of any water seepage, flooding or sewer backup due to flooding of any portion of this residential property:

2. There are _____ are not _____ city code violations or pending housing orders from the City for this property. If there are any orders, list the date and nature of these orders or attach a copy of the order(s) to this report.

3. This property does _____ does not _____ have a current homestead classification as of _____ (date). For further information, contact Ramsey County Taxation and Records, Administration Department.

4. The following is a listing of the deed restrictions and covenants that apply to this property (attach a copy if necessary):

5. This property is _____ is not _____ subject to the Maplewood pipeline, shoreland, or flood plain ordinances. If so, the City's Community Development Department should be contacted for special development restriction information.

6. The location of all known wells on the property, the date the well water was last tested, if the well(s) are in use, or abandoned and sealed (State law requires abandoned wells to be sealed under certain conditions by a licensed water-well contractor). Please contact the Minnesota Department of Health for more information. The following is a description of where all known wells on the property are located (attach a map if necessary):

7. This residential property is _____ is not _____ connected to and served by municipal sanitary sewer service. If the property is not served by municipal sanitary sewer service, I declare that the septic tank was last pumped on _____ and that the attached map shows the approximate location of the septic tank and drain fields on the property to the best of the owner's knowledge.
8. ~~The~~ This property is _____ is not _____ ~~directly abutting next~~ to high voltage (69,000 volts or more) transmission lines. If the subject property is located ~~near~~ next to a high-voltage electrical transmission line, purchasers should be aware that there is ongoing research on adverse exposure to a magnetic field generated by high-voltage lines. As of May 1990, no risk assessments have been made by scientific or health officials to resolve the health effects of long or short term exposures to magnetic fields. Purchasers with concerns about the exposures should contact competent medical or health inspectors or agencies for current risk assessment information. At this time no risk assessments have been made.

Please contact NSP, Electrical Engineering Department, at 779-3100 for more information.

Signature of the legal owner or owner's designated representative:

Date _____

HOUSING INSPECTOR'S DISCLOSURE

Please note the following:

1. This report covers only the items listed on the form and only those items visible at the time of the evaluation. The evaluator is not required to ignite the heating plant, use a ladder to observe the condition of the roofing, disassemble items or evaluate inaccessible areas.
2. Any structure built before 1950 may have lead paint on/in it. If children eat lead paint, they can be poisoned. For more information, call the Environmental Health Officer, 770-4560.
3. The City of Maplewood or the evaluator are not responsible for the determination of the presence of airborne particles such as asbestos, noxious gases, such as radon or other conditions of air quality that may be present, or the conditions which may cause the above.
4. Automatic garage doors should reverse upon striking an object. If it does not reverse, it poses a serious hazard and should be repaired or replaced immediately.

5. If this building is used for any purpose other than a single-family dwelling, it may be illegally zoned. To determine your legal uses under the Maplewood City Code, contact the Community Development Department at 770-4560.

Key:

- "M" = Meets minimum housing code requirements, if applicable, or is in a safe, workmanlike condition, without an apparent deficiency.
- "B" = Below minimum housing code requirements, if applicable, or has a deficiency that may effect its intended use.
- "H" = Hazardous--the item may endanger the health or safety of the occupant.
- "C" = Comments--the item cannot be adequately evaluated or it has some deficiency, but the deficiency is insufficient to make the item below minimum housing code requirements or to effect its intended use.
- "Y" = Yes
- "N" = No

Any item marked "B", "C" or "H" must have a written comment about the item. Additional comment sheets may be attached if needed.

(*) = The items marked with an asterisk (*) are required to meet the standards of the Maplewood owner-occupied housing maintenance code for single dwellings. ~~If any of these items do not appear to meet the applicable standard(s), a City Inspector may contact you to require compliance. Compliance orders will not effect the sale of the property.~~

Item # Comments

EXTERIOR PROPERTY AREAS

- *1. Sanitation _____
- 2. Grading and drainage..... _____
- *3. Evidence of noxious weeds..... _____

EXTERIORS OF STRUCTURES (Visible Areas)

- 4. Foundations..... _____
- *5. Walls and siding..... _____
- 6. Roof covering and flashing..... _____
- 7. Porches, stairways, railings and decks..... _____
- *8. Windows, doors and hatchways..... _____
- 9. Door locks and security..... _____
- 10. Gutters and downspouts..... _____
- 11. Chimneys..... _____
- 12. Electrical outlets, fixtures and service entrance..... _____

Evaluator: _____ Date _____

GARAGE(S) OR ACCESSORY STRUCTURES

- 13. Roof structure and covering....._____
- *14. Walls and siding....._____
- 15. Slab or floor condition....._____
- 16. Garage doors....._____
- 17. Garage door opener (See note No. 5.)....._____
- 18. Electrical wiring, outlets and fixtures....._____

INTERIOR OF STRUCTURES--BASEMENT/CELLAR

- 19. Evidence of dampness or staining....._____
- 20. Structural members (beams, columns and first floor system)....._____
- 21. Stairs and handrails....._____
- 22. Basement/cellar floor....._____
- 23. Foundation....._____
- 24. Walls and ceilings....._____

ELECTRICAL SERVICE(S) # of Services....._____

- 25. Service size:
Amps: 60 _____ 100 _____ 150 _____ Other _____
Volts: 115 _____ 115/230 _____
- 26. Electrical service installation/grounding...._____
- 27. Electrical wiring, outlets and fixtures....._____

PLUMBING SYSTEM

- 28. Floor drain(s)....._____
- 29. Waste and vent piping....._____
- 30. Water piping....._____
- 31. Gas piping (all floors)....._____
- 32. Water heater(s) (installation and venting)...._____
- 33. Plumbing fixtures....._____
- 34. Water flow....._____

HEATING SYSTEM

- 35. Heating plant(s): Fuel: _____ Type: _____
 - a. Installation and visible condition....._____
 - b. Viewed in operation....._____
 - c. Combustion venting....._____

NOTE: The Evaluator is not required to ignite the heating plant(s).

- 36. Additional heating unit(s) Fuel: _____ Type: _____
 - a. Installation and visible condition....._____
 - b. Viewed in operation....._____
 - c. Combustion venting....._____

Evaluator: _____

Date: _____

KITCHEN

- 37. Sink/water supply system.....
- 38. Cabinets or shelves.....
- 39. Walls and ceiling.....
- 40. Floor condition and ceiling height.....
- 41. Evidence of dampness or staining.....
- 42. Electrical outlets and fixtures.....
- 43. Window size and openable area.....
- 44. Window condition.....

BATHROOM(S) # of: Full _____ Partial _____

- 45. Flush water closet.....
- 46. Lavatory sink.....
- 47. Bathtub or shower.....
- 48. Walls and ceiling.....
- 49. Floor condition.....
- 50. Evidence of dampness or staining.....
- 51. Electrical outlets and fixtures.....
- 52. Window or mechanical exhaust.....
- 53. Condition of windows or mechanical exhaust...

LIVING AND DINING ROOM(S)

- 54. Walls and ceiling.....
- 55. Floor condition and ceiling height.....
- 56. Evidence of dampness or staining.....
- 57. Electrical outlets and fixtures.....
- 58. Window size and openable area.....
- 59. Window condition.....

SLEEPING ROOM(S) No. of: _____

- 60. Walls and ceiling.....
- 61. Floor condition and ceiling height.....
- 62. Evidence of dampness or staining.....
- 63. Electrical outlets and fixtures.....
- 64. Window size and openable area.....
- 65. Window condition.....

ENCLOSED PORCHES AND OTHER ROOMS

(Evaluator shall identify each additional room separately and comment when necessary.)

- 66. Walls, floor condition and ceiling height....
- 67. Evidence of dampness or staining.....
- 68. Electrical outlets and fixtures.....
- 69. Window condition.....

HALLWAYS, STAIRS AND ENTRIES

- 70. Walls, ceiling and floors.....
- 71. Evidence of dampness or staining.....
- 72. Stairs and handrails.....
- 73. Electrical lights, outlets and fixtures.....
- 74. Window condition.....

Evaluator: _____

Date: _____

**MAPLEWOOD TRUTH-IN-SALE
OF OWNER-OCCUPIED ATTACHED HOUSING DISCLOSURE REPORT
(Carefully read this entire report)**

Address of Evaluated Dwelling _____

Owner's Name: _____

Owner's Address: _____

Telephone: (w) _____ (h) _____

Listing Agent and Agency: _____

Telephone: (w) _____ (h) _____

Type of Residential Building: _____ Number of Units: _____

_____ Single dwelling	_____ Townhouse
_____ Double dwelling	_____ Other
_____ Apartment	_____ Explain _____

IMPORTANT NOTICES

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2. This report is not a warranty of the current or future condition of the building or any building component nor is it a warranty of compliance with the building code.
3. The City of Maplewood does not guarantee the accuracy of this report.
4. The lender, FHA or VA may have different standards.
5. This report is valid for one year from the date it is issued and only for the owner named on this report.
6. Questions regarding this report should be directed to the evaluator, owner or the owner's agent.

7. Complaints regarding this report should be directed to the Community Development Department, Maplewood City Hall, 1830 E. County Road B, Maplewood, MN 55109, (612) 770-4560.

PROPERTY OWNER/AGENT'S DISCLOSURE

This report is **NOT VALID** unless the following declarations are signed on the original copy submitted to the buyer.

I, the owner or legal representative of the owner, declare, as of this date, the following information:

1. The following is a listing of the nature, extent, causes and damage of any water seepage, flooding or sewer backup due to flooding of any portion of this residential property:
2. There are _____ are not _____ city code violations or pending housing orders from the City for this property. If there are any orders, list the date and nature of these orders or attach a copy of the order(s) to this report.
3. This property does _____ does not _____ have a current homestead classification as of _____ (date). For further information, contact Ramsey County Taxation and Records Administration Department.
4. The following is a listing of the deed restrictions and covenants that apply to this property (attach a copy if necessary):
5. This property is _____ is not _____ subject to the Maplewood pipeline, shoreland, or flood plain ordinances. If so, the City's Community Development Department should be contacted for special development restriction information.
6. The location of all known wells on the property, the date the well water was last tested, if the well(s) are in use, or abandoned and sealed (State law requires abandoned wells to be sealed under certain conditions by a licensed water-well contractor). Please contact the Minnesota Department of Health for more information. The following is a description of where all known wells on the property are located (attach a map if necessary):

7. This residential property is _____ is not _____ connected to and served by municipal sanitary sewer service. If the property is not served by municipal sanitary sewer service, I declare that the septic tank was last pumped on _____ and that the attached map shows the approximate location of the septic tank and drain fields on the property to the best of the owner's knowledge.
8. ~~The~~ This property is _____ is not _____ ~~directly abutting next~~ to high voltage (69,000 volts or more) transmission lines. If the subject property is located ~~near~~ next to a high-voltage electrical transmission line, purchasers should be aware that there is ongoing research on adverse exposure to a magnetic field generated by high-voltage lines. As of May 1990, no risk assessments have been made by scientific or health officials to resolve the health effects of long or short term exposures to magnetic fields. Purchasers with concerns about the exposures should contact competent medical or health inspectors or agencies for current risk assessment information. At this time no risk assessments have been made.

Please contact NSP, Electric Engineering Department, at 779-3100 for more information.

Signature of the legal owner or owner's designated representative:

Date _____

HOUSING INSPECTOR'S DISCLOSURE

Please note the following:

1. This report covers only the items listed on the form and only those items visible at the time of the evaluation. The evaluator is not required to ignite the heating plant, use a ladder to observe the condition of the roofing, disassemble items or evaluate inaccessible areas.
2. Any structure built before 1950 may have lead paint on/in it. If children eat lead paint, they can be poisoned. For more information, call the Environmental Health Officer, 770-4560.
3. The City of Maplewood or the evaluator are not responsible for the determination of the presence of airborne particles such as asbestos, noxious gases, such as radon or other conditions of air quality that may be present, or the conditions which may cause the above.
4. Automatic garage doors should reverse upon striking an object. If it does not reverse, it poses a serious hazard and should be repaired or replaced immediately.

5. If this building is used for any purpose other than a dwelling, it may be illegally zoned. To determine your legal uses under the Maplewood City Code, contact the Community Development Department at 770-4560.

Key:

- "M" = Meets minimum housing code requirements, if applicable, or is in a safe, workmanlike condition, without an apparent deficiency.
- "B" = Below minimum housing code requirements, if applicable, or has a deficiency that may effect its intended use.
- "H" = Hazardous--the item may endanger the health or safety of the occupant.
- "C" = Comments--the item cannot be adequately evaluated or it has some deficiency, but the deficiency is insufficient to make the item below minimum housing code requirements or to effect its intended use.
- "Y" = Yes
- "N" = No

Any item marked "B", "C" or "H" must have a written comment about the item. Additional comment sheets may be attached if needed.

(*) = The items marked with an asterisk (*) are required to meet the standards of the Maplewood owner-occupied housing maintenance code. ~~If any of these items do not appear to meet the applicable standard(s), a City Inspector may contact you to require compliance. Compliance orders will not effect the sale of the property.~~

Item # Comments

EXTERIOR PROPERTY AREAS

- *1. Sanitation _____
- 2. Grading and drainage..... _____
- *3. Evidence of noxious weeds..... _____

EXTERIORS OF STRUCTURES (Visible areas)

- 4. Foundations..... _____
- *5. Walls and siding..... _____
- 6. Roof covering and flashing..... _____
- 7. Porches, stairways, railings and decks..... _____
- *8. Windows, doors and hatchways..... _____
- 9. Door locks and security..... _____
- 10. Gutters and downspouts..... _____
- 11. Chimneys..... _____
- 12. Electrical outlets, fixtures and service entrance..... _____

Evaluator: _____

Date: _____

GARAGE(S) OR ACCESSORY STRUCTURES

- 13. Roof structure and covering..... _____
- *14. Walls and siding..... _____
- 15. Slab or floor condition..... _____
- 16. Garage doors..... _____
- 17. Garage door opener (See Note No. 5)..... _____
- 18. Electrical wiring, outlets and fixtures..... _____

INTERIOR OF STRUCTURES--BASEMENT/CELLAR

- 19. Evidence of dampness or staining..... _____
- 20. Structural members (beams, columns and first floor system)..... _____
- 21. Stairs and handrails..... _____
- 22. Basement/cellar floor..... _____
- 23. Foundation..... _____
- 24. Walls and ceilings..... _____

ELECTRICAL SERVICE(S) # of Services..... _____

- 25. Service size:
 Amps: 60 _____ 100 _____ 150 _____ Other _____
 Volts: 115 _____ 115/230 _____
- 26. Electrical service installation/grounding.... _____
- 27. Electrical wiring, outlets and fixtures..... _____

PLUMBING SYSTEM

- 28. Floor drain(s)..... _____
- 29. Waste and vent piping..... _____
- 30. Water piping..... _____
- 31. Gas piping (all floors)..... _____
- 32. Water heater(s) (installation and venting)... _____
- 33. Plumbing fixtures..... _____
- 34. Water flow..... _____

HEATING SYSTEM

- 35. Heating plant(s): Fuel: _____ Type: _____
 - a. Installation and visible condition..... _____
 - b. Viewed in operation..... _____
 - c. Combustion venting..... _____

NOTE: The Evaluator is not required to ignite the heating plant(s).

- 36. Additional heating unit(s) Fuel: _____ Type: _____
 - a. Installation and visible condition..... _____
 - b. Viewed in operation..... _____
 - c. Combustion venting..... _____

KITCHEN

- 37. Sink/water supply system..... _____
- 38. Cabinets or shelves..... _____
- 39. Walls and ceiling..... _____
- 40. Floor condition and ceiling height..... _____
- 41. Evidence of dampness or staining..... _____
- 42. Electrical outlets and fixtures..... _____
- 43. Window size and openable area..... _____
- 44. Window condition..... _____

Evaluator: _____ Date: _____

BATHROOM(S) # of: Full _____ Partial _____

- 45. Flush water closet..... _____
- 46. Lavatory sink..... _____
- 47. Bathtub or shower..... _____
- 48. Walls and ceiling..... _____
- 49. Floor condition..... _____
- 50. Evidence of dampness or staining..... _____
- 51. Electrical outlets and fixtures..... _____
- 52. Window or mechanical exhaust..... _____
- 53. Condition of windows or mechanical exhaust... _____

LIVING AND DINING ROOM(S)

- 54. Walls and ceiling..... _____
- 55. Floor condition and ceiling height..... _____
- 56. Evidence of dampness or staining..... _____
- 57. Electrical outlets and fixtures..... _____
- 58. Window size and openable area..... _____
- 59. Window condition..... _____

SLEEPING ROOM(S) No. of: _____

- 60. Walls and ceiling..... _____
- 61. Floor condition and ceiling height..... _____
- 62. Evidence of dampness or staining..... _____
- 63. Electrical outlets and fixtures..... _____
- 64. Window size and openable area..... _____
- 65. Window condition..... _____

ENCLOSED PORCHES AND OTHER ROOMS

(Evaluator shall identify each additional room separately and comment when necessary.)

- 66. Walls, floor condition and ceiling height.... _____
- 67. Evidence of dampness or staining..... _____
- 68. Electrical outlets and fixtures..... _____
- 69. Window condition..... _____

PUBLIC HALLWAYS, STAIRS AND ENTRIES

- 70. Walls, ceiling and floors..... _____
- 71. Evidence of dampness or staining..... _____
- 72. Stairs and handrails..... _____
- 73. Electrical lights, outlets and fixtures..... _____
- 74. Window condition..... _____

ATTIC SPACE (Visible Areas)

- 75. Roof boards and rafters..... _____
- 76. Evidence of dampness or staining..... _____
- 77. Electrical wiring/outlets/fixtures..... _____
- 78. Ventilation..... _____

INTERIOR AREAS

- *79. Sanitation..... _____
- 80. Smoke detector(s)..... _____
 Properly located..... _____

Evaluator: _____

Date: _____

ENERGY INFORMATION

	Type of Insulation	Approx. Inches	<u>NV</u> <u>NA</u>
INSULATION			
81. Attic insulation.....	_____	_____	_____
82. Wall insulation.....	_____	_____	_____
83. Kneewall insulation.....	_____	_____	_____
84. Rim Joist insulation.....	_____	_____	_____
85. Storm doors.....	_____	_____	_____
86. Storm windows.....	_____	_____	_____
WEATHERSTRIPPING			
87. Doors.....	_____		
88. Windows.....	_____		
FIREPLACE/WOODSTOVES			
89. Dampers installed in fireplaces.....	_____		
90. Installation.....	_____		
91. Condition.....	_____		

NV = Not Visible
NA = Not Applicable

I hereby certify that the above report is made in compliance with the MAPLEWOOD CITY CODE and that I have utilized the care and diligence, reasonable and ordinary, for meeting the certification standards prescribed by the Truth-In-Sale of Housing Ordinance, Article XII of Chapter 9. I have found no instance of noncompliance with the items listed above as of the date of this report, except those designated herein.

Evaluator Signature

Phone number

Date

**MAPLEWOOD TRUTH-IN-SALE
OF RENTAL HOUSING DISCLOSURE REPORT**
(Carefully read this entire report)

Address of Evaluated Dwelling _____

Owner's Name: _____

Owner's Address: _____

Telephone: (w) _____ (h) _____

Listing Agent and Agency: _____

Telephone: (w) _____ (h) _____

Type of Residential Building: _____ Number of Units: _____

- | | |
|-----------------------|---------------------|
| _____ Single dwelling | _____ Townhouse |
| _____ Double dwelling | _____ Other |
| _____ Apartment | _____ Explain _____ |

IMPORTANT NOTICES

1. This report is intended to provide basic information to the property buyer and seller prior to the time of sale. A copy of this report must be publicly displayed at the premises when the property is shown to prospective buyers, and a copy of this report must be provided to the buyer prior to the time of sale or the signing of a purchase agreement or other contractual agreement. Applicable parts of this report may be used to enforce the requirements of the Maplewood City Code. Such enforcement will not effect the sale of the property.
2. This report is not a warranty of the current or future condition of the building or any building component nor is it a warranty of compliance with the building code.
3. The City of Maplewood does not guarantee the accuracy of this report.
4. The lender, FHA or VA may have different standards.
5. This report is valid for one year from the date it is issued and only for the owner named on this report.
6. Questions regarding this report should be directed to the evaluator, owner or the owner's agent.

7. Complaints regarding this report should be directed to the Community Development Department, Maplewood City Hall, 1830 E. County Road B, Maplewood, MN 55109, (612) 770-4560.

PROPERTY OWNER/AGENT'S DISCLOSURE

This report is **NOT VALID** unless the following declarations are signed on the original copy submitted to the buyer.

I, the owner or legal representative of the owner, declare, as of this date, the following information:

1. The following is a listing of the nature, extent, causes and damage of any water seepage, flooding or sewer backup due to flooding of any portion of this residential property:
2. There are _____ are not _____ city code violations or pending housing orders from the City for this property. If there are any orders, list the date and nature of these orders or attach a copy of the order(s) to this report.
3. This property does _____ does not _____ have a current homestead classification as of _____ (date). For further information, contact Ramsey County Taxation and Records Administration Department.
4. The following is a listing of the deed restrictions and covenants that apply to this property (attach a copy if necessary):
5. This property is _____ is not _____ subject to the Maplewood pipeline, shoreland, or flood plain ordinances. If so, the City's Community Development Department should be contacted for special development restriction information.
6. The location of all known wells on the property, the date the well water was last tested, if the well(s) are in use, or abandoned and sealed (State law requires abandoned wells to be sealed under certain conditions by a licensed well-water contractor). Please contact the Minnesota Department of Health for more information. The following is a description of where all known wells on the property are located (attach a map if necessary):

7. This residential property is _____ is not _____ connected to and served by municipal sanitary sewer service. If the property is not served by municipal sanitary sewer service, I declare that the septic tank was last pumped on _____ and that the attached map shows the approximate location of the septic tank and drain fields on the property to the best of the owner's knowledge.
8. ~~The~~ This property is _____ is not _____ ~~directly abutting next~~ to high voltage (69,000 volts or more) transmission lines. If the subject property is located ~~near~~ next to a high-voltage electrical transmission line, purchasers should be aware that there is ongoing research on adverse exposure to a magnetic field generated by high-voltage lines. As of May 1990, no risk assessments have been made by scientific or health officials to resolve the health effects of long or short term exposures to magnetic fields. Purchasers with concerns about the exposures should contact competent medical or health inspectors or agencies for current risk assessment information. ~~At this time no risk assessments have been made.~~

Please contact NSP, Electric Engineering Department, at 779-3100 for more information.

Signature of the legal owner or owner's designated representative:

Date _____

HOUSING INSPECTOR'S DISCLOSURE

Please note the following:

1. This report covers only the items listed on the form and only those items visible at the time of the evaluation. The evaluator is not required to ignite the heating plant, use a ladder to observe the condition of the roofing, disassemble items or evaluate inaccessible areas.
2. Any structure built before 1950 may have lead paint on/in it. If children eat lead paint, they can be poisoned. For more information, call the Environmental Health Officer, 770-4560.
3. The City of Maplewood or the evaluator are not responsible for the determination of the presence of airborne particles such as asbestos, noxious gases, such as radon or other conditions of air quality that may be present, or the conditions which may cause the above.
4. Automatic garage doors should reverse upon striking an object. If it does not reverse, it poses a serious hazard and should be repaired or replaced immediately.

Key:

- "M" = Meets minimum housing code requirements, if applicable, or is in a safe, workmanlike condition, without an apparent deficiency.
- "B" = Below minimum housing code requirements, if applicable, or has a deficiency that may effect its intended use.
- "H" = Hazardous--the item may endanger the health or safety of the occupant.
- "C" = Comments--the item cannot be adequately evaluated or it has some deficiency, but the deficiency is insufficient to make the item below minimum housing code requirements or to effect its intended use.
- "Y" = Yes
- "N" = No

Any item marked "B", "C" or "H" must have a written comment about the item. Additional comment sheets may be attached if needed.

(*) = The items marked with an asterisk (*) are required to meet the standards of the Maplewood rental housing maintenance code. If any of these items do not appear to meet the applicable standard(s), a City Inspector may contact you to require compliance. Compliance orders will not effect the sale of the property.

Item # Comments

***EXTERIOR PROPERTY AREAS**

- 1. Sanitation _____
- 2. Grading and drainage..... _____
- 3. Evidence of noxious weeds..... _____

EXTERIORS OF STRUCTURES (Visible Areas)

- *4. Foundations..... _____
- *5. Walls and siding..... _____
- *6. Roof covering and flashing..... _____
- *7. Porches, stairways, railings and decks..... _____
- *8. Windows, doors and hatchways..... _____
- *9. Door locks and security..... _____
- 10. Gutters and downspouts..... _____
- 11. Chimneys..... _____
- 12. Electrical outlets, fixtures and service entrance..... _____

Evaluator: _____

Date: _____

GARAGE(S) OR ACCESSORY STRUCTURES

- 13. Roof structure and covering..... _____
- 14. Walls and siding..... _____
- 15. Slab or floor condition..... _____
- 16. Garage doors..... _____
- 17. Garage door opener(s) (See Note No. 5)..... _____
- 18. Electrical wiring, outlets and fixture..... _____

INTERIOR OF STRUCTURES--BASEMENT/CELLAR

- *19. Evidence of dampness or staining..... _____
- *20. Structural members (beams, columns and floor system(s))..... _____
- *21. Stairs and handrails..... _____
- *22. Bathroom floors..... _____
- 23. Basement/cellar floor..... _____
- 24. Foundation..... _____
- *25. Walls, floors, ceilings and woodwork..... _____

***ELECTRICAL SERVICE(S) # of Services..... _____**

- 26. Service size:
 Amps: 60 _____ 100 _____ 150 _____ Other _____
 Volts: 115 _____ 115/230 _____
- 27. Electrical service installation/grounding.... _____
- 28. Electrical wiring, outlets and fixtures..... _____

***PLUMBING SYSTEM**

- 29. Floor drain(s)..... _____
- 30. Waste and vent piping..... _____
- 31. Water piping..... _____
- 32. Gas piping (all floors)..... _____
- 33. Water heater(s) (installation and venting)... _____
- 34. Hot water temperature..... _____
- 35. Plumbing fixtures..... _____
- 36. Water flow..... _____

***HEATING SYSTEM**

- 37. Heating plant(s): Fuel: _____ Type: _____
 - a. Installation and visible condition..... _____
 - b. Viewed in operation..... _____
 - c. Combustion venting..... _____

NOTE: The Evaluator is not required to ignite the heating plant(s).

- 38. Additional heating unit(s) Fuel: _____ Type: _____
 - a. Installation and visible condition..... _____
 - b. Viewed in operation..... _____
 - c. Combustion venting..... _____

Evaluator: _____

Date: _____

KITCHEN

- *39. Sink/water supply system....._____
- *40. Cabinets or shelves....._____
- *41. Stove/cooking device and refrigerator....._____
- 42. Walls and ceiling....._____
- 43. Floor condition and ceiling height....._____
- 44. Evidence of dampness or staining....._____
- *45. Electrical outlets and fixtures....._____
- 46. Window size and openable area....._____
- 47. Window condition....._____

BATHROOM(S) # of: Full _____ Partial _____

- *48. Flush water closet....._____
- *49. Adequate water flow....._____
- *50. Lavatory sink....._____
- *51. Bathtub or shower....._____
- 52. Walls and ceiling....._____
- 53. Floor condition....._____
- 54. Evidence of dampness or staining....._____
- *55. Electrical outlets and fixtures....._____
- *56. Window or mechanical exhaust....._____
- *57. Condition of windows or mechanical exhaust..._____

LIVING AND DINING ROOM(S)

- 58. Walls and ceiling....._____
- 59. Floor condition and ceiling height....._____
- 60. Evidence of dampness or staining....._____
- *61. Electrical outlets and fixtures....._____
- *62. Window size and openable area....._____
- *63. Window condition....._____

SLEEPING ROOM(S) No. of: _____

- 64. Walls and ceiling....._____
- 65. Floor condition, area, and ceiling height...._____
- 66. Evidence of dampness or staining....._____
- *67. Electrical outlets and fixtures....._____
- *68. Window size and openable area....._____
- *69. Window condition....._____

ENCLOSED PORCHES AND OTHER ROOMS

(Evaluator shall identify each additional room separately and comment when necessary.)

- 70. Walls, floor condition and ceiling height...._____
- 71. Evidence of dampness or staining....._____
- *72. Electrical outlets and fixtures....._____
- 73. Window condition....._____

PUBLIC HALLWAYS, STAIRS AND ENTRIES

- 74. Walls, ceiling and floors....._____
- 75. Evidence of dampness or staining....._____
- *76. Stairs and handrails....._____
- *77. Electrical lights, outlets and fixtures....._____
- 78. Window condition....._____

Evaluator: _____

Date: _____

Item # Comments

ATTIC SPACE (Visible Areas)

- 79. Roof boards and rafters....._____
- 80. Evidence of dampness or staining....._____
- 81. Electrical wiring/outlets/fixtures....._____
- 82. Ventilation....._____

INTERIOR AREAS

- 83. Sanitation....._____
- *84. Smoke detector(s)....._____
- *Properly located....._____

ENERGY INFORMATION

	Type of Insulation	Approx. Inches	<u>NV</u> <u>NA</u>
INSULATION			
85. Attic insulation....._____	_____	_____	_____
86. Wall insulation....._____	_____	_____	_____
87. Kneewall insulation....._____	_____	_____	_____
88. Rim Joist insulation....._____	_____	_____	_____
89. Storm doors....._____			
90. Storm windows....._____			

WEATHERSTRIPPING

- 91. Doors....._____
- 92. Windows....._____

NV = Not Visible
NA = Not Applicable

FIREPLACE/WOODSTOVES

- 93. Dampers installed in
 fireplaces....._____
- 94. Installation....._____
- 95. Condition....._____

I hereby certify that the above report is made in compliance with the MAPLEWOOD CITY CODE and that I have utilized the care and diligence, reasonable and ordinary, for meeting the certification standards prescribed by the Truth-In-Sale of Housing Ordinance, Article XII of Chapter 9. I have found no instance of noncompliance with the items listed above as of the date of this report, except those designated herein.

Evaluator Signature

Phone number

Date

MINUTES

MAPLEWOOD HOUSING AND REDEVELOPMENT AUTHORITY

MAY 8, 1990

1. CALL TO ORDER

Chairperson Fischer called the meeting to order at 7:07 p.m.

2. ROLL CALL

HRA Commissioners: Lorraine Fischer, Tom Connelly,
Gary Pearson, Larry Whitcomb
City Staff: Ken Roberts

Commissioner Carlson was absent.

3. APPROVAL OF MINUTES

- A. March 13, 1990
- B. April 10, 1990

The HRA moved the approval of these minutes until later in the meeting.

4. APPROVAL OF AGENDA

Commissioner Connelly moved, and Commissioner Whitcomb seconded approval of a revised agenda. This included moving the approval of the minutes to after the new business so that the applicants and interested persons could be heard sooner. Ayes all.

5. COMMUNICATIONS

6. UNFINISHED BUSINESS

A. Truth-in-Housing Ordinance

Ken Roberts, Associate Planner, presented the latest staff report, including revised inspection forms, regarding the truth-in-housing ordinance.

The HRA, Board of Realtors and Dan Niezgocki (a Maplewood resident and truth-in-housing evaluator) discussed changes to the latest truth-in-housing ordinance and inspection forms. They are as follows:

- (1) In Section 9-238 (a), it was recommended that a statement be added which states that the disclosure report is to be at the residential building within 3 days of the property being listed.

- (2) On the single-family disclosure form, the asterisk on item #79, sanitation, was removed.

In addition to the changes listed above, a question was raised about the inspection of manufactured homes. Mr. Roberts and Commissioner Pearson explained that since these units are very unique in their construction, they should not be included in the truth-in-housing inspections. Mr. Pearson also explained how units for sale have to meet the standards of the state as well as those of the park in which they are going to be located.

The realtors association felt that a certificate of occupancy program for rental properties would be a benefit to the City and to renters.

The HRA and the realators association recommend the use of disclosure only (no code enforcement) of information gathered through the truth-in-housing inspections.

A question was raised about the City of St. Paul truth-in-housing disclosure information and how it is used. This specifically was a concern with code enforcement activities and the designation of a "City officer" responsible for code enforcement. Staff was requested to investigate how St. Paul handles disclosure verses code enforcement if a potential problem is identified by a truth-in-housing inspection.

Commissioner Connelly moved and Commissioner Whitcomb seconded the following recommendations:

1. The City Council adopt the truth-in-housing ordinance for rental housing and that they adopt a truth-in-housing ordinance for owner occupied housing with disclosure only.
2. The City Council adopt the resolution approving a \$15 filing fee for each report.

Ayes all. The motion passed.

It was noted that the ordinance should get its first reading with the City Council meeting on May 31, 1990.

~~ITEM 7A. Tax-exempt financing request for the Maplewood Rental Townhouses~~

~~The HRA moved this item up since the applicant was present.~~

~~Ken Roberts, Associate Planner, presented the staff report regarding the request by the SB Multifamily Fund 11 Limited partnership to receive preliminary approval for a~~

Action by Council:

AGENDA REPORT

TO: City Manager

FROM: Assistant City Engineer Irish

SUBJECT: Condor Storm Sewer, Project 86-01--Assessment Appeals Review

DATE: July 3, 1990

Endorsed _____

Modified _____

Rejected _____

Date _____

Introduction

Attached are six assessment appeals for the subject project.

Background

All six appeals do not identify a specific discrepancy, but assert in a general way that the town houses should have paid more relative to the condominiums or vice versa. There are several items to consider in response to these claims. The assessments recover \$133,685, which is only a portion of the total project cost of \$176,000.

Therefore, if some particular land use were to be assessed at a higher rate, it would not necessarily result in lower assessments for other land uses.

If the town homes were to have been assessed at the \$0.10 per square foot rate for high density housing, then the recovery from the town houses would have been about \$77,000 in contrast to the assessed \$64,000. This would have increased the town house unit rate to \$600/unit from the assessed \$500/unit. It would not have provided enough recovery to fund the project through assessments. Therefore, other assessment rates would not be reduced.

If the condominiums were to have been assessed at \$500/unit as opposed to \$0.10 per square foot distributed to each of the 96 condominiums, then the recovery from the condominiums would increase to \$48,000 from the assessment recovery of \$22,185.60. Again, this would not be enough to fund full project costs, and no other rate would necessarily be reduced.

Recommendation

In summary, assessments were applied in conformance with adopted policy. It is recommended that all six appeals be denied.

BAI

jw
Attachments

ASSESSMENT HEARING APPEAL FORM

PROJECT NO. 86-01

Address of Assessed Parcel _____

Property Identification Number:

1 2 - 2 8 - 2 2 - 2 1 - 0 0 3 6
(12 digit number)

Do you wish to address the city council tonight? () ()
Yes No

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of tonight's city council assessment hearing. Your request will become part of the public hearing record.

I request that the city council consider (check one):

- a. () Deferral of assessment
- b. () Senior Citizen deferment (over 65 years of age)
- c. () Cancellation of assessment
- d. () Revision of assessment

Reason for the request:

I Feel the Percentage of Assessment is too High
For the Actual Percentage of Land Represented by Commemora-IT.
Marv Anderson Sites should be Assessed Higher Based on
Actual Land and Contribution to the overall "sewer/Drainage
problem. Commemora-IT contributes virtually Nothing for
or to the "problem" on Lonsin Lane.

Jerry L. Johnson Jerry L. Johnson 6/25/90
(Print Name) (Signature) (Date)

2445 Lonsin Lane #208 (612) 739-5318
(Address of Property Owner) Telephone
Maplewood, MN Zip 55119

ASSESSMENT HEARING APPEAL FORM

PROJECT NO. 86-01

Address of Assessed Parcel 2455 LONDIN LANE

Property Identification Number:

12 - 28 - 22 - 21 - 00 42
(12 digit number)

Do you wish to address the city council tonight? (Yes) (No)

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of tonight's city council assessment hearing. Your request will become part of the public hearing record.

I request that the city council consider (check one):

- a. () Deferral of assessment
- b. () Senior Citizen deferment (over 65 years of age)
- c. () Cancellation of assessment
- d. () Revision of assessment

Reason for the request:

I BELIEVE THE ASSESSMENT
ACCURATELY REFLECTS EITHER THE
BENEFIT I WILL GAIN FROM THE
PROJECT OR THE AMOUNT I
CONTRIBUTED TO THE PROBLEM

RICHARD D. MARTINSON R.P. Mertenan 6/25/80
 (Print Name) (Signature) (Date)

2455 Londin Lane #214 (612) 239-7137
 (Address of Property Owner) Telephone

MAPLEWOOD MN Zip 55119

ASSESSMENT HEARING APPEAL FORM

PROJECT NO. 86-01

Address of Assessed Parcel LONDIN LANE, DORLAND RD, LANE, PLACE, COURT & Mailand Court

Property Identification Number:

12 - 28 - 22 - 23 - 0063 + 145 more
(12 digit number)

Do you wish to address the city council tonight? Yes No

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of tonight's city council assessment hearing. Your request will become part of the public hearing record.

I request that the city council consider (check one):

- a. Deferral of assessment
- b. Senior Citizen deferment (over 65 years of age)
- c. Cancellation of assessment
- d. Revision of assessment

Reason for the request:

* unfair assessment / McKnight Townhomes
Should be assessed at multi family, high density rates

* Previous developer problems should be addressed by a general fund allocated to All Maplewood owners vs. just those now affected by it

* Allocation is unfair - \$/B per sq. ft or acre of prop - not per home

SUSAN M. SCHNARR Susan M. Schnarr 6/25/90
(Print Name) (Signature) (Date)

McKnight Townhomes (612) 291-0111
(Address of Property Owner) Telephone

Also OWN 372 Dorland Road Zip 55119

ASSESSMENT HEARING APPEAL FORM

PROJECT NO. 86-01

Address of Assessed Parcel 2355 Dorland Pl

Property Identification Number:

12-28-22-23 - - - -
(12 digit number)

Do you wish to address the city council tonight? Yes No

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of tonight's city council assessment hearing. Your request will become part of the public hearing record.

I request that the city council consider (check one):

- a. Deferral of assessment
- b. Senior Citizen deferment (over 65 years of age)
- c. Cancellation of assessment
- d. Revision of assessment

Reason for the request:

Rain falls on all property equally. So a simple fair equation would be that all affected property should be assessed i.e. to how much property the owner has.

Stephen Velinet Stephen Velinet 6/25/90
(Print Name) (Signature) (Date)

2355 Dorland Pl (612) 739-9213
(Address of Property Owner) Telephone

Maplewood Zip 55119

ASSESSMENT HEARING APPEAL FORM

PROJECT NO. 86-01

Address of Assessed Parcel 2283 POND AVE - MCKNIGHT TOWNHOME

Property Identification Number:

12 - 28 - 22 - 23 - - - - -
(12 digit number)

Do you wish to address the city council tonight? Yes No

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of tonight's city council assessment hearing. Your request will become part of the public hearing record.

I request that the city council consider (check one):

- a. Deferral of assessment
- b. Senior Citizen deferment (over 65 years of age)
- c. Cancellation of assessment
- d. Revision of assessment

Reason for the request:

the cost of assessment is to much for each townhome

CANDIUS SKLEIN Candius Klein 6/25/90
(Print Name) (Signature) (Date)

2283 POND AVE (612) 738-2066
(Address of Property Owner) Telephone

MPLWD MN zip 55119

ASSESSMENT HEARING APPEAL FORM

PROJECT NO. 86-01

Address of Assessed Parcel 2455 LONDON LANE - #321

Property Identification Number:

12-28-22-21-0075
(12 digit number)

Do you wish to address the city council tonight? Yes No

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of tonight's city council assessment hearing. Your request will become part of the public hearing record.

I request that the city council consider (check one):

- a. Deferral of assessment
- b. Senior Citizen deferment (over 65 years of age)
- c. Cancellation of assessment
- d. Revision of assessment

Reason for the request:

as a senior citizen on fixed income
I object to an assessment of 25/00 as it
is proportionately too high in comparison to the
large single family individual homes with large
garages & driveways in the area.
In my opinion the problem of
storm water has been greatly increased by
the change in terrain south of London Lane

EMIL M. STURZENEGGER Emil M Sturzenegger 6/25/90
(Print Name) (Signature) (Date)

2455 LONDON LANE #321 (Address of Property Owner) 739 9251 Telephone

MARKWOOD MN Zip 55119

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: Assistant City Engineer Bruce Irish
SUBJECT: Birmingham/Frost Storm Sewer
DATE: July 3, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

Award of bid for this project was tabled due to unacceptably high costs.

Background

Three methods to construct this storm sewer have been reviewed:

1. Construction by city maintenance crews. This could probably be done for acceptable cost. However, it is questionable if it could be done in a timely manner without extensively disrupting other work.
2. Include as part of City-Wide Water Main Extensions and Miscellaneous Improvements, Project 90-07.
3. Install a dry sump instead of storm sewer.

Recommendation

The merits of each of the three approaches will be discussed and a recommendation made at the council meeting.

BAI

jc

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

MEMORANDUM

TO: City Manager
 FROM: Ken Roberts, Associate Planner
 SUBJECT: Housing and Redevelopment Authority (HRA)
 DATE: June 6, 1990

INTRODUCTION

The Maplewood City Council, on November 13, 1989, asked staff to investigate the feasibility of incorporating the Housing and Redevelopment Authority (HRA) into the Planning Commission.

BACKGROUND

The Maplewood City Council formed the Maplewood HRA in 1974. An outline of the organizational history of the Maplewood HRA is in the reference section on page 3.

ALTERNATIVES

1. Incorporate the HRA into the Planning Commission.
2. Have the City Council serve as the Maplewood HRA.
3. Abolish the HRA.
4. Keep the HRA as it is.

DISCUSSIONOption 1

There are at least three reasons for not incorporating the HRA into the Planning Commission. They are:

1. State law requires that an HRA have exactly five members. The City Council would have to appoint five of the planning commissioners as the HRA. This would require having these volunteers serving on two advisory committees concurrently, with separate meetings for each. Lorraine Fischer is serving the City in this manner. Getting other persons to serve on two groups simultaneously could prove to be difficult.
2. Having a separate HRA allows for more public participation in government.
3. Having the HRA as an independent group allows it to focus exclusively on and advocate for housing issues.

Option 2

Having the City Council appoint themselves as the Maplewood HRA would require holding separate HRA meetings from the business of the Council. Having an advisory group to try to work out differences in opinions before sending the matter to the City Council is a benefit to the Council.

Option 3

While the HRA has not been as active as other advisory commissions, it has worked on several important issues in the past. These include the Seniors Share-a-home program, development financing policies, seniors housing and the Truth-in-Housing Ordinance. The City should keep the HRA as long as residents want to serve on it. The delays in getting some items through the HRA in the last year were due to a lack of staff time and not commissioner attendance or interest.

RECOMMENDATION

Take no action unless a problem develops in filling vacancies on the HRA.

REFERENCE

MAPLEWOOD HRA HISTORY

April 20, 1972: The HRC submitted a resolution to the City Council embracing the idea of subsidized housing for Maplewood.

December 7, 1972: The Village Council directed staff and the Planning Commission to research the formation of a HRA.

July 15, 1973: The HRC submitted a memorandum to the City Council with recommendations on housing. It noted that one of the ways to provide decent housing to low- and moderate-income residents would be the formation of a HRA. This was because it would give the village more flexibility in program choice and in ability to exercise its own initiative.

August 15, 1974: The City Council passed a resolution providing for a hearing to determine the need for a HRA.

October 3, 1974: The City Council passed a resolution which determined there was the need for a Maplewood HRA.

March 6, 1975: The City Council passed a resolution approving the appointment of the first five HRA commissioners.

April 22, 1975: The Maplewood HRA held its organizational meeting according to Minnesota law. This meeting included the election of HRA officers and the adoption of bylaws.

PAST HRA ACTIVITIES

1985

Seniors' Home Share Pilot program initiation, code amendment review of small-lot, single-dwellings and siding requirements. Participated in the MHFA mortgage program and reviewed applications for tax-exempt financing.

1986

Continued participation in MHFA mortgage program and also participated in the metro rehabilitation loan program. The HRA discussed the needs of older adults and the effects of tax law changes on housing development. The HRA also met with the City Council and Planning Commission about the financing of residential streets and utilities.

1987

The HRA continued the City's participation in the Metro HRA and lenders housing programs. Also reviewed development financing policies and the Cottages of Maplewood proposal.

1988

The HRA reviewed the Lincoln Park Manor development proposal, the Gervais Avenue Apartment proposal and the revised tax-exempt financing requirements.

1989

Continued the City's participation in the Metro Hra and lenders housing programs. Also reviewed the Truth-in-Housing Ordinance.

kenmemo19

4. APPROVAL OF AGENDA

Commissioner Carlson **moved**, and Commissioner Whitcomb seconded approval of the agenda with the following additions:

7 B. Election of Officers

7 C. Annual Report

Ayes all. The motion passed.

5. COMMUNICATIONS

6. UNFINISHED BUSINESS

a. Housing Plan Update.

Ken Roberts, Associate Planner, presented the May 25, 1990 draft of the Housing Plan update as prepared by BRW, Inc.

Commissioner Fischer recommended some changes to the New Construction - Section 8 and Section 236 table on page 6. They are:

1. Adding a line under the Elderly Units for Handicapped Units for each of the developments.
2. Moving to the right each of the total number of units so that the total number is easily readable.

Commissioner Carlson **moved**, and Commissioner Whitcomb seconded to approve the Housing Plan Update dated May 25, 1990 as prepared by BRW, Inc., subject to the revisions to page 6 as discussed above.

Ayes all. The motion passed.

The HRA then discussed the timing and process for adoption of the Housing Plan and the Comprehensive Plan by the City Council.

b. HRA Status Report.

Ken Roberts, Associate Planner, presented the staff report regarding the status of the HRA and the possibility of incorporating the HRA into the Planning Commission.

The commissioners discussed the report and the importance of having an HRA for the City.

Commissioner Fisher recommended adding the following sentence to the end of Option 3 of the staff report: "The delays in getting some items through the Commission in the last year were due to the lack of staff time and not commissioner attendance or interest."

Commissioner Whitcomb moved, and Commissioner Carlson seconded that the City Council take no action regarding the HRA unless a problem develops in filling vacancies on the HRA.

Aye all. The motion passed.

7. NEW BUSINESS

a. Commissioner Connelly reappointment.

It was noted that Commissioner Connelly's term on the HRA had expired in March of 1990. Mr. Connelly agreed to serve another 5-year term on the HRA.

b. Election of Officers.

Chairperson Fischer noted that officers (chairperson, vice-chairperson and secretary) need to be elected annually by the HRA.

Commissioner Connelly nominated and Gary Pearson seconded Lorraine Fischer for the position of chairperson. Ayes all. The motion passed.

Commissioner Connelly nominated and Lorraine Fischer seconded Dale Carlson for the position of vice-chairperson. Ayes all. The motion passed.

Commissioner Carlson nominated and Lorraine Fischer seconded Tom Connelly for the position of secretary. Ayes all. The motion passed.

c. Annual Report.

Ken Roberts, Associate Planner, discussed an article from the Metro Monitor of the Metropolitan Council regarding housing strategies for the region.

The HRA agreed that the first four policy elements outlined in the article could be appropriate for Maplewood. The HRA recommended that these policy ideas be included in the HRA's annual report.

The HRA also recommended that they review any recommendations that Maplewood Seniors Advisory Committee may prepare.

8. DATE OF NEXT MEETING

The date of the next meeting was tentatively set for either July 10, 1990 or August 14, 1990.

Action by Council:

MEMORANDUM

Endorsed _____
Modified _____
Rejected _____
Date _____

TO: City Manager
FROM: Director of Community Development
SUBJECT: **HRA Reappointment**
DATE: July 2, 1990

INTRODUCTION

Tom Connelly is requesting that the Council reappoint him to another five-year term.

BACKGROUND

The City Council appointed Tom Connelly to the HRA in January 1984. The Council reappointed him for a five-year term in March of 1985.

RECOMMENDATION

Reappoint Tom Connelly to another five-year term on the HRA.

mb

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Public Works Coordinator
SUBJECT: Seal Coat Project
DATE: July 2, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

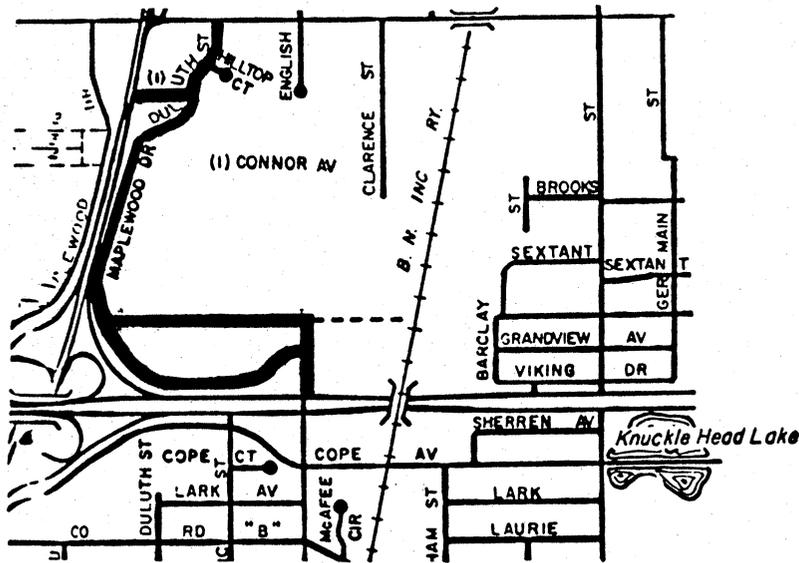
The council has previously approved an overlay project in the Harvester Avenue area of the city. After close inspection, it became very apparent that an overlay would result in the creation of many drainage problems, while doing little or nothing to correct those which already exist in the area.

In lieu of the overlay program in the area, it is proposed to undertake a seal coating project. The work would be accomplished in two general areas as shown on the attached map and cost breakdown. The total project cost would be approximately \$49,175, well within the amount budgeted for overlay.

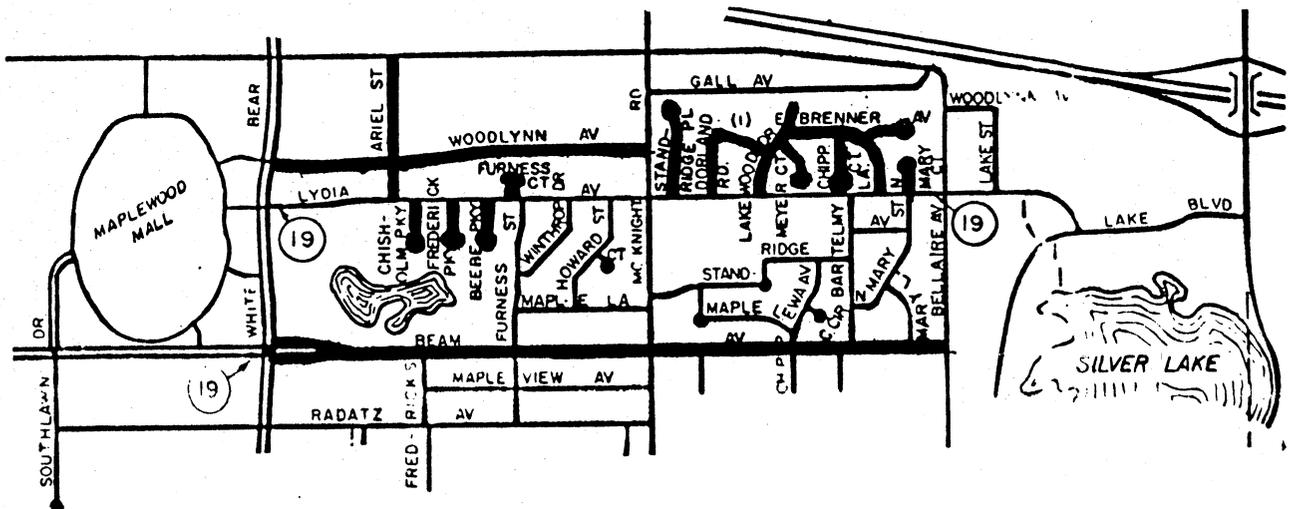
Approval is recommended.

WCC

jc
Attachment



STREET NAME	BETWEEN	COST
*****	*****	*****
MAPLEWOOD DR. - DULUTH ST.	CO. RD. C AND ENGLISH ST.	\$ 9495
GERVAIS AVE.	MAPLEWOOD DR. AND ENGLISH ST.	\$ 4750
CONNOR AVE.	MAPLEWOOD DR. AND T.H. 61	\$ 795
ENGLISH ST.	GERVAIS AVE. AND T.H. 36	\$ 1405
WOODLYN AVE.	WHITE BEAR AVE. AND MCKNIGHT RD.	\$ 7835
ARIEL ST.	LYDIA AVE. AND CO. RD. D	\$ 2205
BEEBE PARKWAY	LYDIA AVE. TO CUL-DE-SAC	\$ 620
FREDRICK PARKWAY	LYDIA AVE. TO CUL-DE-SAC	\$ 620
CHISHOLM PARKWAY	LYDIA AVE. TO CUL-DE-SAC	\$ 620
BEAM AVE.	WHITE BEAR AVE. AND FREDRICK ST.	\$ 3165
BEAM AVE.	FREDRICK ST. AND MCKNIGHT RD.	\$ 4040
BEAM AVE.	MCKNIGHT RD. AND BELAIRE AVE.	\$ 6310
FURNESS CT.	LYDIA AVE. TO CUL-DE-SAC	\$ 510
STANDRIDGE PL.	LYDIA AVE. TO CUL-DE-SAC	\$ 1375
MARY CT.	LYDIA AVE. TO CUL-DE-SAC	\$ 525
DORLAND RD.	LYDIA AVE. AND BRENNER CV.	\$ 1020
MEYER CT.	LAKWOOD DR. TO CUL-DE-SAC	\$ 700
CHIPPEWA CT.	E. BRENNER AVE. TO CUL-DE-SAC	\$ 810
E. BRENNER AVE.	LAKWOOD DR. TO CUL-DE-SAC	\$ 1730
BRENNER CV.	LAKWOOD DR. AND DORLAND RD.	\$ 1730
PROJECT TOTAL		\$ 49,175



I-4

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

AGENDA REPORT

TO: Mayor and City Council
FROM: City Manager *Michael A. McInnes*
RE: FINAL REPORT OF FIRE SERVICES STUDY
DATE: July 2, 1990

INTRODUCTION

As part of a City services review process, the City Council selected and hired a consultant, Carroll Buracker and Associates, to review the City's delivery of fire services. The consultant's report was formally presented to the City Council in January, 1990.

BACKGROUND

Since this report contained recommendations that would substantially change the current relationship between the City and three Fire Departments, the City Council appointed a committee to review the consultant's report. The Fire Services Study Committee was composed of the three Fire Chiefs, Director of Public Safety, Fire Marshal, City Manager, and Mayor or his designee.

In its ten weekly meetings, the Committee reviewed the consultant's report and addressed each of the one hundred individual recommendations. The following report, based on the original Carroll Buracker and Associates study, is the result of the Committee's review process.

RECOMMENDATION

The Fire Services Study Committee hereby recommends that the City Council adopt the Carroll Buracker and Associates study dated January 19, 1989, and the Committee's suggested changes dated June 20, 1990.

MAM:kas

June 20, 1990

Mayor and Members of the City Council:

In March, 1990, you established the Fire Services Study Committee to review the Carroll Buracker and Associates, Inc., study of the Maplewood Fire Service. Over the course of our ten meetings, we reviewed the text of the study as well as each individual recommendation. Although we operated on an informal basis, each recommendation required a formal roll call vote for adoption.

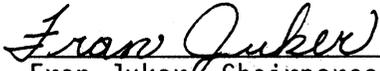
During our meetings, it became evident that the consultant did not spend much time with the Fire Department's representatives and requested very little information from them. As a result, some of the report needed to be augmented and corrected. Rather than retype the original report with the corrections and additions, the changes are available from our meeting minutes.

We recognize that our job is not done, yet. Many of the recommendations have been referred to other groups for review and action, and we suggest that this Committee continue to meet periodically to watch and track the progress on those topics.

The seven members of our Committee worked as a unified body with a single purpose in mind - what is best for the residents of the City of Maplewood. Not all of our meetings went smoothly, but a sense of humor and a commitment to the City carried us through the disagreements and debates. In the interest of an improved working relationship between the City and the Fire Departments, we submit this report to you for your review and consideration.

Sincerely,

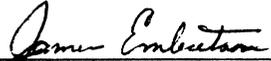
Members of the Fire Services Study Committee



Fran Juker, Chairperson



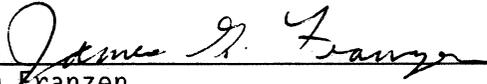
Larry Bush



Jim Embertson



Ken Collins



Jim Franzen



Ray Devine



Michael McGuire

A REVIEW OF THE
STUDY OF FIRE SERVICES
IN THE CITY OF MAPLEWOOD

Submitted by
Fire Services Study Committee

EXECUTIVE SUMMARY
FIRE SERVICES STUDY COMMITTEE

CITY OF MAPLEWOOD - SERVICES, DEPARTMENTS, ANNUAL BUDGET

The City of Maplewood incorporated in 1968 under the Council-Manager form of government. State statute identifies this form as Optional Plan B, and under this plan, the elected body is composed of a Mayor and four Council members. They are elected at-large on a nonpartisan basis for staggered, four year terms. All policy and legislative decisions are the responsibility of the elected officials. The City Council appoints and delegates all administrative duties to a City Manager.

There are seven departments within the City, and their basic services are listed below.

- City Manager's Office - administration, human resources
- Public Works - engineering, sewer, streets
- Community Development - planning, development, zoning
- Parks and Recreation - parks, recreational programs
- Finance - budget, investments, financial management, insurance
- City Clerk - deputy registrar, licenses and records, elections
- Public Safety - emergency management, police, fire protection

The calendar year, January 1st through December 31st, is the City's fiscal year, and the City Manager is responsible to prepare an annual budget for approval by the City Council.

In the spring, the administrative head of each of the seven City departments prepares and submits his/her departmental budget requests and revenue estimates for the following year. The City Manager and the Finance Director review and revise the budget requests, prepare a proposed balanced budget, and present it to the City Council for approval. Following a public hearing in October, the Council approves the proposed, amended budget, and certifies the City's property tax levy to Ramsey County. The County collects the property taxes on behalf of the City, and it is this funding source plus bond issues, special assessments, charges for services, and intergovernmental revenue that are the main revenue sources to fund City operations.

MAPLEWOOD'S FIRE AND EMERGENCY MEDICAL SERVICES

The Director of Public Safety is responsible for the Police Department and the Fire Services. The only City employees associated with the fire services are the Fire Marshal who reports to the Public Safety Director and the Deputy Fire Marshal who reports to the Fire Marshal. These two employees are responsible for fire prevention and inspections.

The City contracts with three independent organizations for the fire suppression responsibility. The three independent fire departments are East County Line (two stations), Gladstone (two stations), and Parkside (one station). These fire departments are nonprofit volunteer organizations that operate independently of one another as well as the City. An elected Fire Chief from each of the three fire departments, the Director of Public Safety,

the Fire Marshal, and the Deputy Fire Marshal meet regularly as the Joint Fire Chiefs Council.

The City's Police Department is responsible for a 911 emergency system; it receives emergency calls and dispatches police, fire and emergency medical vehicles. Both the City's Police Department and the three Fire Departments respond to emergency medical calls with trained personnel.

The current contracts between the City and the three Fire Departments are as follows:

Parkside Fire Department	\$215,390
Gladstone Fire Department	\$317,230
East County Line Fire Department	\$277,560

The East County Line Fire Department also contracts with the cities of Landfall and Oakdale to provide fire suppression.

FIRE SERVICES STUDY AND COMMITTEE

As part of a City review process, all City departments and the services they provide are being systematically studied for effectiveness, efficiency, and long-range planning. A consultant, Carroll Buracker and Associates, Inc., was selected and hired by the City Council to analyze the City's delivery of fire services. After several months, the consultant's report was presented in January, 1990. The consultant's recommendations involved numerous budgetary and contractual changes in the relationship between the City and the Fire Departments including the recommended closure of one station and the hiring of permanent, full-time fire personnel.

In response to the consultant's report and its critical recommendations, the City Council formed a committee to review the consultant's report. The Committee was composed of seven members: the Fire Chief of each of the three fire departments, the Director of Public Safety, the Fire Marshal, the City Manager, and the Mayor or his designate. The specific purpose of the Fire Services Study Committee was to carefully examine the consultant's report noting inaccuracies and amending it as needed, reviewing the recommendations, and establishing a new set of recommendations to present to the City Council for their review and action.

The Committee conducted its first meeting on March 14, 1990 and met weekly to review each chapter and its subsequent recommendations. The following section, Summary of Recommendations, is the product of the Committee's work.

SUMMARY OF RECOMMENDATIONS

This section compares the consultant's recommendations (the left column) to the Committee's recommendation (the right column). At the end of each of the Committee's recommendations, a phrase summarizes the Committee's recommendation for action.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 1: DEMOGRAPHICS OF MAPLEWOOD

CONSULTANTS RECOMMENDATION

I.1 The City Manager is encouraged to develop a task force consisting of City building officials, developers, the Department of Public Safety, the Planning Department, and citizens to review the state and local ordinances and codes concerning building construction. This task force should look at the potential for utilizing built-in fire suppression and detection systems and propose any changes in the laws which will improve fire safety and reduce fire spread in a fire should originate.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: For all applications filed with the Maplewood Community Development Department, for additions and/or variances in residential and commercial construction, the application shall be directed to the Department of Public Safety/Fire Marshal for staff review and consideration for the health, safety and welfare of the residents.

Referred to City Staff.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 2: CURRENT PROVISIONS OF FIRE AND EMERGENCY MEDICAL SERVICES

CONSULTANTS RECOMMENDATION

11.1 The volunteer organizations should remove the artificial maximum number of members in their bylaws. This change would provide a larger pool from which to draw. There were many expressions of the difficulty of recruiting and maintaining members.

11.2 The volunteer organizations should validate the physical agility test that is given before becoming a member. The test appears to have an adverse impact on females being able to become volunteers. If females can be attracted to the volunteer fire department it should increase day time participation.

11.3 The volunteer organizations should consider creating separate firefighting and emergency medical services membership. With the increasing amount of medical responses, it is possible that individuals only interested in providing medical responses would be attracted to membership in the volunteer organization.

11.4 The volunteer organizations should require a higher level of attendance at drills. Firefighting is a complex occupation and a great deal of practice is necessary to retain the skills necessary to do the job.

11.5 The volunteer organizations should require specific levels of training for an individual to be elected or appointed as an officer. Consideration should be given to using the national standard for officers, NFPA 1021.

11.6 The volunteer organizations should require specific experience as a lower level officer before being eligible to be elected as a Chief Officer.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Since State Law requires that the Fire Departments' Bylaws include the number of members and member requirements, it is recommended to delete recommendation 11.1.

Deleted.

RECOMMENDATION: The Joint Chiefs Council in cooperation with the City's Staff Services Coordinator will be requested to develop criteria for a physical agility test to be used by all three departments. This test will be developed with the intent to have it validated by the Minnesota State Human Rights Commission.

Referred to Joint Chiefs and City Staff.

RECOMMENDATION: Separating the Fire Departments into firefighting and Emergency Medical Services memberships has been reviewed by the three departments, and it has been determined that this structure is not in the best interest of the City or Fire Departments. Therefore, recommendation 11.3 is deleted.

Deleted.

RECOMMENDATION: For use by all three fire departments, the Joint Chiefs Council shall be requested to provide a definition of a "Drill", establish a standard for the number of drills a member must attend, institute a standard set of consequences that result if the member does not meet the minimum attendance, and establish an appeal process for persons not meeting the standard.

Referred to Joint Chiefs Council.

RECOMMENDATION: Recommendations 11.5 & 11.6 should be combined and referred to the Joint Chiefs Council to prepare a recommendation for minimum training and experience levels required for individuals elected or appointed as officers.

Referred to Joint Chiefs Council.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 2: CURRENT PROVISIONS OF FIRE AND EMERGENCY MEDICAL SERVICES

CONSULTANTS RECOMMENDATION

II.7 The City Council, through the City Manager, should review the membership of the volunteer organizations for minority representation. Since the total operating costs of the organization are funded by tax money, the City Council has a direct interest in the make-up of these organizations.

II.8 The volunteer organizations should require that all personnel maintain a current emergency medical technician-ambulance (EMT-A) certification. Since the majority of calls are now medical emergencies, this requirement would ensure a response of firefighters who can provide basic life support skills.

II.9 The City Manager should consider analyzing the income of the East County Line Fire Department from its other response contracts to determine whether the City of Maplewood is paying a disproportionate share of the costs of fire protection.

II.10 The City should ensure that funds paid to the volunteer firefighters from tax funds are being made in accordance with City ordinances, personnel regulations and auditing requirements.

II.11 The Gladstone Volunteer Fire Department should review its incorporation papers to determine if a Board of Directors is required to administer the Department.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendation II.7 shall be adopted as written. The City Council, through the City Manager, should review the membership of the volunteer organizations for minority representation. Since the total operating costs of the organization are funded by tax money, the City Council has a direct interest in the make-up of these organizations.

Referred to City Manager.

RECOMMENDATION: Recommendation II.8 shall be amended to read - The volunteer organizations should require that all new personnel maintain a current emergency medical technician-ambulance (EMT-A) certification. Since the majority of calls are now medical emergencies, this requirement would ensure a response of firefighters who can provide basic life support skills.

Referred to Joint Chiefs.

RECOMMENDATION: The City Manager and the East County Line Fire Chief shall meet to discuss East County Line's contracts with Maplewood, Oakdale and Landfall and their respective share of the Fire Department's Costs.

Referred to City Manager.

RECOMMENDATION: Referred to City Staff for clarification of the consultants intent of the recommendation and report back to the committee. (Next Meeting) Deferred until we discuss section VIII of the study.

This is being addressed under Recommendations VIII.1 and VIII.8

RECOMMENDATION: Recommendation II.11 is adopted as stated - The Gladstone Volunteer Fire Department should review its incorporation papers to determine if a Board of Directors is required to administer the Department.

Referred to Gladstone Fire Chiefs.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 3: OPERATIONS

CONSULTANTS RECOMMENDATION

III.1 The three Maplewood Fire Departments should develop a standard format and form for recording pre-plan information; a notebook can then be utilized for storage of the information for rapid retrieval by the officer enroute to the call.

III.2 The pre-plans developed by each department should be shared with the other two departments to ensure that all personnel are familiar with the commercial and industrial facilities in the City.

III.3 The Maplewood Fire Marshal should develop a list of all buildings and facilities in Maplewood which should be preplanned. This list should then be assigned to the responsible first-due stations and then subdivided into each of the four shifts. Thus, the workload will be distributed across all shifts and to all stations.

III.4 The City Council should consider placing five (5) firefighters in the stations, as outlined in Option "C" of the Staffing Options. The Study Team's judgment is that Option "C" is the most cost effective way to improve fire and emergency medical response. The five firefighters should be hired by the City of Maplewood under their civil service procedures and work for the Fire Chief (See Recommendation III.7).

III.5 The use of the five career personnel and their workload should be evaluated at the end of 12 months to determine if additional career personnel are necessary and to determine if there needs to be a change in the times they work.

III.6 In order to ensure as rapid a response as possible the volunteer departments should implement a duty system whereby minimum staffing is required for a specific length of time on a specific day. In this way a firefighter and an officer knows that a minimum amount of time each week must be spent at the station ready to respond to an emergency.

FIRE STUDY COMMITTEE
RECOMMENDATIONS

RECOMMENDATION: The last two sentences of recommendation III.3 should be deleted, and recommendations III.1, III.2 and the first sentence of recommendation III.3 should be referred to the Joint Chiefs Council for action.

Referred to Joint Chiefs Council.

RECOMMENDATION: At the present time, there is no need to implement recommendations III.4 and III.5 since there are a number of less expensive alternatives. However, the option described in these recommendations may be considered at some time in the future.

No action at the present time.

RECOMMENDATION: Recommendation III.6 should be referred to the Joint Chiefs Council for their review of a duty system as well as other alternatives for use if day staffing should become a problem in the future.

Referred to Joint Chiefs Council.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 3: OPERATIONS

CONSULTANTS RECOMMENDATION

III.7 A new position of Fire Chief should be created for Maplewood in order to ensure that there is an oversight for fire protection within the City, the City Council and the citizens needs are considered, and that there is continuity of command. The individual in this position should be given the responsibility and authority over all fire protection and prevention within the City. The approximate salary cost, including fringe benefits, for this position should be \$50,000. Approximate costs for vehicle, desk and office equipment may be approximately \$20,000.

III.8 The Fire Chief should report to the Director of Public Safety.

III.9 The Maplewood Fire Chiefs should develop an incident command system to be used in common throughout all three departments.

III.10 A training program and disaster drills utilizing the incident command system should be developed, scheduled, and conducted every year.

III.11 The senior officers of the volunteer departments should utilize the incident command system regularly when three or more apparatus are working at the scene of an incident.

III.12 The three Maplewood Fire Departments should establish a series of formats which will become common operating procedures for the system. The following written directive system should be implemented.

- a) Standard Operating Procedures
- b) Information Bulletins
- c) Training Bulletins

(See report for additional explanation of this recommendation.)

III.13 An approval and review process should be developed for each of these three types of informational documents. The procedure should go through the volunteer chief, the administrative head of the organization, and then to the Joint Fire Chiefs Council for final approval. The City Fire Chief should approve all SOP's before implementation.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Relative to recommendations III.7 and III.8, the City should consider adding a second Deputy Fire Marshal to free up the Fire Marshals time so that he can spend more time directly working with and coordinating the activities of the three Fire Departments. The Fire Marshall should then be designated as the City Staff Person to whom the Fire Departments report.

Referred to City Manager.

RECOMMENDATION: Recommendations III.9, III.10 and III.11 all relate to the Incident Command System. As mandated by State Law, all three departments currently utilize the Incident Command System which includes training and implementation procedures.

No further action necessary, already in place.

RECOMMENDATION: Recommendation III.12 is adopted as stated, and the last sentence of recommendation III.13 is amended to read: The City Fire Marshal should review all SOP's before implementation.

Referred to Dept. Chiefs and Chiefs Council for implementation.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 3: OPERATIONS

CONSULTANTS RECOMMENDATION

III.14 The Fire Marshal should conduct regular training programs on the importance of accurate completion of the incident reports and on the coding procedures to use.

III.15 The Fire Marshal should review all fire incident reports for accuracy and return to the originating department those that are incomplete or inaccurate.

III.16 The City should develop a program of training the dispatchers to be able to record basic data on the nature of a fire response, type of occupancy, dispatch, responding and on-the-scene times, and the available for service times. This information should be cross-checked with the incident report data.

III.17 The City should establish a Management Information System which uses the data reporting program. (See recommendation for additional specifics as to content of MIS system).

III.18 The Director of Public Safety should review all mutual aid agreements for the protection of the City of Maplewood and determine:

- their potential liability
- their adequacy
- their potential costs

III.19 The City should establish specific response areas showing the closest mutual aid station to any geographic area in Maplewood. An automatic system of requesting the closest mutual aid company by the dispatchers can then be implemented.

III.20 As the City continues its development, the number of inspections will also increase. The Fire Marshal will need assistance to review plans before construction begins to assure compliance with the Uniform Fire Code. An additional Assistant Fire Marshal will be needed by 1991.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendations III.14, III.15 and III.16 are currently being done, so no action is necessary on these three recommendations.

No action necessary, already being done.

RECOMMENDATION: Recommendation III.17 is adopted with the following change in the first sentence - The City and Fire Service should continue their efforts to establish a Management Information System which uses the data reporting program.

No action necessary. Currently being addressed.

RECOMMENDATION: Recommendation III.18 should be amended to read - The Joint Chiefs Council should review the Mutual Aid agreements for the protection of the City of Maplewood, and copies of all of the Mutual Aid Agreements will be made available to the City Attorney so that he may review them regarding their legal form.

Referred to Joint Chiefs Council.

RECOMMENDATION: Recommendation III.19 is currently being done, so no action is necessary.

No action necessary.

RECOMMENDATION: Recommendation III.20 was addressed in the motion made regarding Recommendations III.7 and III.8. Therefore, no action is necessary.

No action necessary.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 3: OPERATIONS

CONSULTANTS RECOMMENDATION

III.21 In order to ensure that operational issues are handled, the Director of Public Safety and the proposed Fire Chief should meet monthly with the Joint Fire Chiefs Council. A specific agenda should be developed in advance and circulated to all parties by the Secretary of the Council.

III.22 The volunteer fire departments should establish a requirement that all personnel maintain their EMT-a certification and recertify every two years.

III.23 The volunteer fire departments should establish a requirement that all personnel maintain their CPR certification every year.

III.24 The Public Safety Director should establish a procedure and protocols for training the dispatchers to question the caller to determine if a BLS or an ALS unit is needed. If just a BLS unit is needed then that is all that should be sent. This will keep the ALS paramedics available for a call which might need the advanced skills.

III.25 Dispatchers should have the ability to determine which specific apparatus is sent on a call rather than leaving it up to the volunteers to send a large number of units.

III.26 The closest station should be sent on a call rather than to use arbitrary boundaries established by agreement with the various volunteer organizations.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendation III.21 should be amended to read - In order to ensure that operational issues are handled, the Director of Public Safety, Fire Marshal, Deputy Fire Marshal and the proposed additional Deputy Fire Marshal should meet on a regular basis with the Joint Chiefs Council. A specific agenda should be developed in advance and circulated to all parties by the Secretary of the Council.

Already being done, no action necessary.

RECOMMENDATION: Recommendation III.22 is amended to read - The volunteer fire departments should establish a requirement that all new personnel maintain their EMT-A certification and recertify per the Minnesota Department of Health regulations.

Recommendation III.23 is amended to read - The volunteer fire departments should establish a requirement that all new personnel maintain their CPR certification every year.

Referred to Department Chiefs to assure implementation.

RECOMMENDATION: Due to possible liabilities, negative past experiences of other Departments that have used this system, and the difficulty of diagnosing medical emergencies over the phone, recommendations III.24 and III.25 shall be deleted.

Deleted.

RECOMMENDATION: Recommendation III.26 should be referred to the Joint Chiefs Council for review of current station boundaries and subsequent recommendations to the City Council about possible boundary changes.

Referred to Joint Chiefs Council.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 4: TRAINING

CONSULTANTS RECOMMENDATION

IV.1 The City Council should establish the career position of training officer because training is so critical to the successful operation of firefighting and emergency medical service personnel. This individual would be responsible for developing in-station drills, arranging for formal training classes in firefighting and emergency medical services, maintaining the training records of all personnel, and evaluating the skills levels and capability to deliver the services. The cost for this position would be approximately \$40,000.

IV.2 A series of drills should be established by the training officer and a list issued to each station. These lists of drills should ensure that there is a major drill for each week and that the drill was actually accomplished.

IV.3 A lesson plan and reference text should accompany the topic to be covered so that the volunteer officer can develop the training program for personnel within the station.

IV.4 Topics for the drills which should be developed are (see recommendation for specifics).

IV.5 Once the drills have been conducted and the personnel are at the skills level which the senior staff believes meet the requirements of the community, then a standard evolution for each of the skills should be developed. For example, one of the skill levels is the advancement of 150 feet of 1-3/4" hose to the third floor of a building and flow water within two minutes of arrival on the scene.

IV.6 Once a standard is developed, then on a regular, rotating basis apparatus should be brought to a central facility and tested against each of the standards. This review will ensure that field personnel are conducting the drills and that the personnel have mastered the techniques required for job performance.

IV.7 A central repository for commercially prepared films, slide programs, video tapes, texts and magazines should be established by the training officer. These materials should be available for loan to the volunteer departments.

IV.8 The training officer should develop courses in the following areas (see recommendation for specifics).

FIRE STUDY COMMITTEE
RECOMMENDATIONS

RECOMMENDATION: The items listed in recommendation IV.1 through IV.12 are currently being addressed by the Joint Chiefs Council training committee. This training committee will continue to handle the training needs through the use of a volunteer staff rather than a City staff career position of Training Officer.

Referred to Joint Chiefs Council.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 4: TRAINING

CONSULTANTS RECOMMENDATION

IV.9 The national standard NFPA 1021 is recommended as the minimum standard for officers and it should be used to develop an outline for a curriculum.

IV.10 The training officer should establish a refresher pump and aerial operator's course so that the students who complete the class successfully will meet the NFPA standard 1002.

IV.11 The training officer should publish a list of the training program and the list of required drills for the calendar year in December of each year. The detailed program should also include seminars in the area, (see recommendation for additional specifics).

IV.12 The training officer should establish a training records process for hazardous material training and accident exposure consistent with the regulations of the Federal Department of Labor Occupational Safety and Health people.

IV.13 The City should encourage personnel to attend as many college-level courses as possible, so as to provide for increased knowledge.

IV.14 The City should encourage senior career and volunteer officials to belong to their professional association and attend the technical training provided by such an association. One of the best ways to learn about the state-of-the-art in this profession is through the exchange of ideas with individuals who have similar job responsibilities.

IV.15 The State Fire Training Program also is available for use by personnel. The applicability of these programs to the needs of Maplewood must be evaluated; however, some of these programs may fit the needs of the organization and they can be listed in the yearly training calendar.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendation IV.13 shall be amended to read - The City should encourage personnel to attend as many fire-related courses as possible, so as to provide for increased knowledge.

No action necessary.

RECOMMENDATION: Since Recommendation IV.14 is currently being done, it should be adopted as presented in the report with the following change in the first sentence - The City should continue to encourage senior career and volunteer officials to belong to their professional association and attend the technical training provided by such an association.

No action necessary.

RECOMMENDATION: Recommendation IV.15 will be adopted as presented.

No action necessary.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 4: TRAINING

CONSULTANTS RECOMMENDATION

IV.16 It is absolutely essential that automated training records be accomplished as rapidly as possible. From a liability perspective, the training records will be needed to indicate that the individuals have received sufficient training in the areas under question. These records should cover the following information.

- In-house formal training conducted by the training officer.
- Drills conducted by the station officers
- Outside training such as the National Fire Academy
- Formal education classes conducted at the college level
- Seminars to which fire personnel are sent or who attend at their own expense

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendation IV.16 shall be adopted as amended:

It is absolutely essential that training records be accomplished as rapidly as possible. From a liability perspective, the training records will be needed to indicate that the individuals have received sufficient training in the areas under question. These records should cover the following information:

- a. In-house formal training conducted by the training officer.
- b. Drills conducted by the station officers
- c. Outside training such as the National Fire Academy
- d. Formal education classes conducted at the technical college level
- e. Seminars to which fire personnel are sent or who attend at their own expense.

Department Chiefs to address.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 4: TRAINING

CONSULTANTS RECOMMENDATION

IV.17 The training officer should establish a formal program for evaluating new firefighting equipment. Many products are introduced which could improve the service delivery of the Department and these need to be separated from equipment that would just be a waste of scarce resources. To accomplish this the training officers should:

- a. Develop a formal review program so no new equipment is ordered or placed on apparatus without a review committee checking with other departments, reviewing the specifications from a safety viewpoint, and testing the under simulated conditions.
- b. Enlist the aid of personnel at the community college to ensure that the manufacturers' claims can be validated.
- c. Check with several of the national fire service organizations on the experiences of other departments with this product.

IV.18 The training officer should ensure that the following items are included in a regular testing program to ensure their readiness for operations at an incident and that accurate records of the tests are kept.

- a. Pumpers on a yearly basis
- b. Aerial devices on a yearly basis
- c. Rope on a yearly basis
- d. Hose tests on a yearly basis
- e. Ground ladders on a yearly basis
- f. Breathing air samples are sent to an outside laboratory for analysis every three months.
- g. Regulators on the breathing apparatus be checked yearly.
- h. Breathing air bottles should be hydrostatically checked every five years.

IV.19 It is reported to the Study Team that there was a difficulty in scheduling and obtaining emergency medical technician-ambulance (EMT-A) full courses and refresher courses through the Department of Public Safety. As a result, the three departments arrange for classes directly through the hospital. The City should determine the reasons why there are such scheduling problems and then arrange for the classes through the City.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendations IV.17 and IV.18 shall be adopted as amended:

IV.17 The Chiefs should establish a formal program for evaluating new firefighting equipment. Many products are introduced which could improve the service delivery of the Department and these need to be separated from equipment that would just be a waste of scarce resources. To accomplish this, the Chiefs should:

- a. Develop a formal review program so no new equipment is ordered or placed on apparatus without a review committee checking with other departments, reviewing the specifications from a safety viewpoint, and testing the product under simulated conditions.
- b. Enlist the aid of personnel at the community college to ensure that the manufacturers' claims can be validated.
- c. Check with several of the National Fire Service organizations on the experiences of other Departments with this product.

IV.18 The Chiefs should ensure that the following items are included in a regular testing program to ensure their readiness for operations at an incident and that accurate records of the tests be kept.

- a. Pumpers as required
- b. aerial devices as required
- c. ropes as required
- d. hose tests as required
- e. ground ladders as required.
- f. breathing air samples are sent to an outside laboratory for analysis periodically.
- g. regulators on the breathing apparatus be checked as required.
- h. breathing air bottles should be hydrostatically checked as required.

Note: Requirements to be established by the Joint Fire Chiefs Council.

RECOMMENDATION: Recommendation IV.19 shall be adopted in its amended form - It is reported to the Study Team that there was a difficulty in scheduling and obtaining emergency medical technician-ambulance (EMT-A) full courses and refresher courses through the Department of Public Safety. As a result, the three Departments arrange for classes directly through the hospital. It is recommended that the City review both the City and Hospital provided options for cost effectiveness, and determine which of the two options should be used in the future for EMT-A training.

City to review.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 4: TRAINING

CONSULTANTS RECOMMENDATION

IV.20 In order to deal with the kind of stress which can occur in all levels of emergency response, the City of Maplewood should organize a Critical Incident Stress Debriefing (CISD) team as an organized approach to the management of stress responses. The team could then meet with the firefighters and help them talk about their feelings and reactions to the incident. This type of briefing can be divided into three parts: 1) the firefighter ventilates feelings and the facilitator assesses the intensity of the stress response; 2) a more detailed discussion of the response is then held and this is followed by support and reassurance from the facilitator; 3) the closure stage brings mental health resources together and provides information to the individual for specifically handling the level of stress which has developed.

IV.21 The Maplewood CISD team should be made up of several individuals including representatives from the mental health field such as psychologists, psychiatrists, social workers, counselors or psychiatric nurses. In addition, there should be a peer debriefer from the fire service who is experienced not only in the mental health aspects of this type of stress, but can specifically relate to the problems the individual is attempting to overcome.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendations IV.20 and IV.21 were adopted as amended:

IV.20 In order to deal with the kind of stress which can occur in all levels of emergency response, the City of Maplewood should participate in a Critical Incident Stress Debriefing (CISD) Team as an organized approach to the management of stress responses. The team could meet with the firefighters and help them talk about their feelings and reactions to the incident. This type of briefing can be divided into three parts: 1) The firefighter ventilates feelings and the facilitator assesses the intensity of the stress response; 2) a more detailed discussion of the response is then held and this is followed by support and reassurance from the facilitator; 3) The closure stage brings mental health resources together and provides information to the individual for specifically handling the level of stress which has developed.

IV.21 The CISD Team should be made up of several individuals including representatives from the mental health field such as psychologists, psychiatrists, social workers, counselors and psychiatric nurses. In addition, there should be a peer debriefer from the fire service who is experienced not only in the mental health aspects of this type of stress, but can specifically relate to the problems the individual is attempting to overcome.

City/Joint Chiefs to review.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 5: FIRE STATIONS

CONSULTANTS RECOMMENDATIONS

V.1 The volunteer fire departments (for their own stations) and the City (for its station) should develop plans for adding separate sleeping quarters and restroom facilities for males and females.

V.2 The Gladstone Fire Station should be closed and all operations of the volunteer corporation be conducted from the Hazelwood Station.

V.3 The remaining four stations should be kept at their current locations.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendation V.1 should be referred to the Joint Chiefs Council for review and consideration of possible plans.

Referred to Joint Chiefs Council.

RECOMMENDATION: Recommendation V.2 is deleted.

Deleted.

RECOMMENDATION: Recommendation V.3 be adopted as presented.

No action necessary.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 6: FIRE APPARATUS

CONSULTANTS RECOMMENDATIONS

- VI.1 The number of first-line pumpers should be reduced from ten to five.
- VI.2 There should be two pumpers available for reserve.
- VI.3 The pumper apparatus should be distributed as follows: (See detailed recommendation in report).
- VI.4 When the Gladstone Fire Station is closed, the 1983 Ford/Pierce pumper should be transferred to Hazelwood and the current 1980 Ford/Pierce pumper disposed of. The aerial ladder should also be transferred.
- VI.5 The aerial apparatus should remain in their current stations (East County Line, Station 1 and Gladstone).
- VI.6 The pumper reserve apparatus should be distributed as follows: (See detailed recommendation in report)
- VI.7 When the Gladstone Fire Station closes, the 1980 Ford/Pierce pumper in reserve status should be transferred to Hazelwood.
- VI.8 There is no reserve aerial ladder to replace either one should the need arise. However, one aerial seems sufficient to protect the City on an interim basis until one of the mutual aid companies can respond to Maplewood. However, if both aerial devices should be out of service at the same time, the Director of Public Safety should ensure that an aerial device is borrowed or rented to provide protection.
- VI.9 The following pumpers should no longer be supported or replaced with tax funds from the City (see detailed recommendation in report).
- VI.10 Since Parkside does not have a reserve pumper, one of the two reserve pumpers should be provided to them if their pumper is out of service.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Regarding Recommendations VI.1, VI.2 and VI.3, each station shall move toward a two-pumper inventory. If stations currently have more than two pumpers, the reduction in numbers will be achieved through attrition - not through the forced sale of trucks.

Department Chiefs to Implement.

Since the subject of this recommendation (the closing of the Gladstone Station) was addressed in a previous chapter, no action is necessary.

No Action Necessary.

RECOMMENDATION: Recommendation VI.5 should be adopted as presented.

No Action Necessary.

RECOMMENDATION: Recommendations VI.6 and VI.7 shall be deleted.

Deleted.

RECOMMENDATION: Recommendation VI.8 shall be adopted as amended - There is no reserve aerial ladder to replace either one should the need arise. However, one aerial seems sufficient to protect the City on an interim basis until one of the Mutual Aid Companies can respond to Maplewood. However, if both aerial devices should be out of service at the same time, the Director of Public Safety or the Fire Marshal should ensure that an aerial device is borrowed, rented or other arrangements made to provide protection.

No Action Necessary.

RECOMMENDATION: Recommendations VI.9 and VI.10 shall be deleted.

Deleted.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 6: FIRE APPARATUS

CONSULTANTS RECOMMENDATIONS

VI.11 All of the ancillary vehicles should be kept.

VI.12 The City Manager is encouraged to establish an apparatus specifications committee to prepare the requirements for all future apparatus. All apparatus purchased with tax funds should then utilize these standardized specifications. The specifications should be written so that more than one manufacturer can bid on the pumper and competitive prices obtained.

VI.13 The City should establish a policy that all apparatus purchased with tax funds be titled in the name of the City of Maplewood.

VI.14 It is imperative that a preventive maintenance program, beyond just performing checks, be established. While this program should include such basic items as changing oil, it should also cover such items as the clearance rings, priming pump, transfer valve, brakes, hydraulic system, and electrical system. These items must be repaired or replaced before a breakdown occurs under emergency conditions.

VI.15 The proposed Fire Chief should establish a standard checklist and preventive maintenance program and ensure that all necessary checks and repairs are carried out.

VI.16 The proposed Fire Chief should determine if there will be a cost savings by having a single maintenance repair facility to fix all apparatus.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: Recommendation VI.11 shall be adopted as presented.

No Action Necessary.

RECOMMENDATION: Working through the Joint Fire Chiefs Council, a specification committee should be established which is composed of representatives from each Fire Department and the City. It will be this committee's responsibility to review the equipment needs of each station and prepare standard specifications for the purchase of major apparatus.

Referred to Joint Chiefs Council.

RECOMMENDATION: At this time, Recommendation VI.13 will not be adopted.

No Action Necessary.

RECOMMENDATION: Since Recommendation VI.14 is currently being done, it shall be adopted as presented.

No Action Necessary.

RECOMMENDATION: The Joint Fire Chiefs Council should establish a standard checklist and preventive maintenance program to ensure that all necessary checks and repairs are carried out.

Referred to Joint Chiefs Council.

RECOMMENDATION: The Joint Fire Chiefs Council should determine if there will be a cost savings by having a single maintenance repair facility to fix all apparatus.

Referred to Joint Chiefs Council.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 6: FIRE APPARATUS

CONSULTANTS RECOMMENDATIONS

VI.17 Because there is no reserve aerial truck, when one is taken out of service it should receive the highest priority for repair to ensure it is placed back in service as quickly as possible.

RECOMMENDATION: Recommendation VI.17 shall be adopted as presented.

No Action Necessary.

VI.18 A monthly mileage monitoring program should be established to develop trends and allow for rotating apparatus and for determining when preventive maintenance should be accomplished.

VI.19 The City should see that an automated maintenance analysis and recordkeeping program is established. This will ensure that accurate records of the costs are kept and a decision on replacing the apparatus can be made.

VI.20 The City Council should not fund replacement apparatus solely on the basis that it is 15 years old. The analysis of the maintenance costs as well as the but of service time of the vehicle should be the determining factors. Refurbishing at 15 years may allow for a 25-year replacement program.

VI.21 The proposed Fire Chief, in conjunction with the Joint Fire Chiefs Council, should develop a standardized list of minimum equipment to be carried on a pumper and an aerial device.

**FIRE STUDY COMMITTEE
RECOMMENDATIONS**

RECOMMENDATION: Recommendation VI.18 shall read: Each Fire Department shall establish a monthly mileage monitoring program to develop trends, allow for rotating apparatus, and to determine when preventive maintenance should be accomplished.

Recommendation VI.19 shall read: Each Fire Department should see that an automated maintenance analysis and record keeping program is established. This will ensure that accurate records of the costs are kept and a decision on replacing the apparatus can be made.

Referred to Department Chiefs for action.

RECOMMENDATION: Recommendation VI.20 shall be adopted as presented.

No Action Necessary.

RECOMMENDATION: Since NFPA 1901 is already being used for the Fire Departments' standardized list of minimum equipment, no action is necessary on Recommendation VI.21.

No Action Necessary.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 8: FISCAL MANAGEMENT

CONSULTANTS RECOMMENDATIONS

VIII.1 To facilitate the recommendation and establish starting fund balances, it is recommended that assistance from the State Auditor's Office be requested to audit previous expenditures for fire services and give advice on a new accounting system for said services.

VIII.2 The City is encouraged to develop a budgetary process for the three fire departments through the Joint Fire Chiefs Council that parallels other City departments' fiscal practices.

VIII.3 The City should develop a purchasing system for expenditure of tax funds on fire services which parallels the system used for other City purchases.

VIII.4 The City should determine if the City is receiving its full reimbursement and state aid under the Minnesota statutes.

VIII.5 The City should determine who receives the \$1.00 rebate for each fire incident report filed with the state.

VIII.6 The City Council is encouraged to determine the amount of tax funds contained in each of the contingency accounts of the fire departments.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: To facilitate the recommendation and establish starting fund balances, it is recommended that assistance from a CPA or Auditing firm be hired to come in late in 1990 to set up appropriate accounting procedures in preparation for the first audit in 1991 and annual financial audits thereafter of the three Departments. The cost of the financial services will be paid by the City. Copies of the audits will be made available to the Joint Fire Chiefs Council.

Referred to City Staff.

RECOMMENDATION: The City Finance Director in conjunction with the Joint Fire Chiefs Council will develop a budgetary process for the three fire departments that parallels other City Departments' fiscal practices.

Referred to City Staff.

RECOMMENDATION. The Joint Fire Chiefs Council in conjunction with the City Finance Director will develop a purchasing system that is internally operated by each department except for major purchases which would be scheduled through the Capital Improvement Plan (CIP).

Referred to Joint Chiefs Council.

RECOMMENDATION. Recommendation VIII.4 shall be adopted as stated - The City should determine if the City is receiving its full reimbursement and state aid under the Minnesota Statutes.

Referred to City Staff.

RECOMMENDATION. Minnesota State Statute stipulates that if a Fire Chief is paid more than \$50 annually, the Fire Department is not eligible for the \$1.00 rebate for each fire incident report filed with the State. Since all three Department Chiefs earn more than \$50, recommendation VIII.5 should be deleted.

Deleted.

RECOMMENDATION. The Fire Services Study Committee sees no relevancy in recommendation VIII.6 and it should be deleted.

Deleted.

Summary of Fire Services Committee Review of Recommendations

CHAPTER 8: FISCAL MANAGEMENT

CONSULTANTS RECOMMENDATIONS

VIII.7 The City should estimate the cost savings from implementation of the recommended actions after reviewing the actual costs of the fire service developed from the audit.

VIII.8 The City should adopt a policy which requires that any personnel who are paid with tax funds be City employees subject to the Civil Service regulations.

VIII.9 The City should adopt a policy which allows payment to the volunteers for response based upon the type of call. It is suggested that the following type of reimbursement be established: (See detailed recommendation for specifics).

VIII.10 In order to fund the estimated \$285,000 cost for career personnel, the City should reduce the funding to the volunteers for FY1989 by this amount.

VIII.11 With the proposed closing of the Gladstone/Hazelwood Station, the City should assess reducing the number of volunteers.

FIRE STUDY COMMITTEE RECOMMENDATIONS

RECOMMENDATION: The City should review the costs or savings associated with the implementation of the recommended actions after reviewing the actual costs of the Fire Services developed from the audit.

Referred to City Staff.

RECOMMENDATION. The Fire Services Study Committee does not recommend the implementation of recommendation VIII.8.

No Action Necessary.

RECOMMENDATION: Recommendation VIII.9 should be deleted. After more discussion - Each Fire Department Chief should review their Department's responses to runs and look at the feasibility of a call-out system for their own operation.

Referred to Department Chiefs.

RECOMMENDATION: Recommendation VIII.10 should be deleted.

Deleted.

RECOMMENDATION. Each Fire Department Chief should look at the feasibility of reducing the number of members over time.

Referred to Department Chiefs.

Action by Council:

AGENDA REPORT

Endorsed _____
Modified _____
Rejected _____
Date _____

TO: City Manager
FROM: Assistant City Engineer Irish
SUBJECT: Holloway Avenue--Beebe Road to McKnight Road, Project 87-14--Schedule Public Hearing
DATE: July 3, 1990

Introduction

At the June 25, 1990, council meeting no action was taken on vacating Holloway from Beebe Road to Furness Street. The council directed that a new public hearing for the construction of the project be scheduled.

Background

On May 23, 1988, a public hearing was held for the construction of Holloway from Beebe to Furness and the reconstruction from Furness to McKnight. A copy of the feasibility study is attached for reference. The public hearing resulted in rejection of the project. A vacation hearing was held on August 22, 1988 as a result. No action was taken at the vacation hearing. Staff was directed to have a supplemental feasibility report dealing with construction of Beebe to Furness only.

A public hearing was held on November 1988 for the improvement of Holloway from Beebe to Furness only. This was approved. North St. Paul approved the project on February 21, 1989.

Since the approved project for one block only differed from the county board resolution agreeing to participate in the improvement of the entire segment from Beebe Road to McKnight Road, time and engineering costs for pavement testing were expended to work out the differences and obtain the support of the county staff. On March 12, 1990, a public hearing was held to reauthorize the project and approve the proposed cooperative agreement that was worked out with Ramsey County. A copy of the March 1, 1990, agenda report is attached for reference. After being tabled, the project and proposed cooperative agreement were rejected in April 1990. The residents, City of North St. Paul, and Ramsey County were notified that the project was terminated.

Wayne Leonard was contacted on July 2, 1990 to determine if the county could finance its share of the project if it were renewed by the council at this time. He indicated that the proposed Holloway improvements were no longer a budget item. At this

point, action by the county board would be required whether the improvement extends from Beebe Road just to Furness or extends to McKnight Road.

In view of the difficulties experienced in the approval process for this project, perhaps consideration should be given to completing the project as originally contemplated, i.e. Beebe Road to McKnight Road.

Recommendation

A resolution is attached to order a public hearing.

BAI

jw
Attachment

RESOLUTION

ACCEPTING REPORT AND CALLING FOR PUBLIC HEARING

WHEREAS, the city engineer for the City of Maplewood has been authorized and directed to prepare a report with reference to the improvement of Holloway Avenue--Beebe Road to McKnight, City Project 87-14, by construction of 44-foot wide bituminous roadway with concrete curb and gutter, storm sewer, utilities, and appurtenances , and

WHEREAS, the said city engineer has prepared the aforesaid report for the improvement herein described:

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

1. The report of the city engineer advising this council that the proposed improvement on Holloway Avenue--Beebe Road to McKnight, City Project 87-14, by construction of 44-foot wide bituminous roadway with concrete curb and gutter, storm sewer, utilities, and appurtenances is feasible and should best be made as proposed, is hereby received.

2. The council will consider the aforesaid improvement in accordance with the reports and the assessment of benefited property for all or a portion of the cost of the improvement according to MSA Chapter 429, at an estimated total cost of the improvement of \$390,350.

3. A public hearing will be held in the council chambers of the city hall at 1830 East County Road B on Monday, the 13th day of August, 1990, at 7:10 p.m. to consider said improvement. The city clerk shall give mailed and published notice of said hearing and improvement as required by law.

FEASIBILITY REPORT
FOR
PROPOSED MAPLEWOOD - NORTH ST. PAUL
JOINT HOLLOWAY AVENUE STREET IMPROVEMENTS
MAPLEWOOD, MINNESOTA
CITY PROJECT NO. 87-14
APRIL 25, 1988

SEH FILE NO: 88051

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Kenneth R. Meaton

DATE: May 2, 1988 REG. NO. 12679

REVIEWED BY: *Daniel R. Loxand*

DATE: 5-2-88



222 EAST LITTLE CANADA ROAD, ST. PAUL, MINNESOTA 55117 612 484-0272

April 25, 1988

RE: MAPLEWOOD, MINNESOTA
PROPOSED MAPLEWOOD - NORTH
ST. PAUL JOINT HOLLOWAY AVENUE
STREET IMPROVEMENTS
SEH FILE NO: 88051

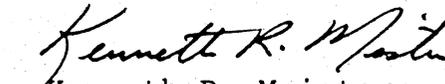
City of Maplewood
1830 East County Road B
Maplewood, Minnesota 55109

Attention: Mr. Ken Haider
Director of Public Works

In accordance with your authorization, we have prepared the attached report which summarizes and updates previous reports for Holloway Avenue improvements between Beebe Road and McKnight Road. Cost estimates and cost participation estimates are included. We recommend that if authorized, construction of the proposed facilities be in general compliance with the provisions of this report.

We would be pleased to review this report with you in detail at your convenience.

Sincerely,


Kenneth R. Meister

KRM/me

Enclosure

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- 3.2 Proposed Construction

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Estimates of Cost

DRAWING NO. 1
DRAWING NO. 2

CONCLUSIONS AND RECOMMENDATIONS

1. Several previous reports have been prepared regarding drainage, city utilities and street improvements for Holloway Avenue.
2. Holloway Avenue is designated as a Municipal State-Aid (MSA) street in Maplewood and North St. Paul.
3. The westerly end of Holloway Avenue west of Beebe Road has been constructed to MSA Standards.
4. The street segment of Holloway Avenue between Beebe Road and Furness Street is not existing and must be constructed to provide a through street.
5. The existing misalignment of Furness Street with 6th Street at Holloway Avenue is unsafe and should be corrected at the time Holloway Avenue is improved.
6. The 20 year projected traffic count is 1,500 ADT.
7. The width of Holloway Avenue is proposed to be 44 feet which meets MSA Standards and allows for parking on both sides.
8. The total estimated cost of the proposed improvement is \$390,350. The apportioned total improvement cost is:

Maplewood	\$136,180
North St. Paul	\$128,455
Ramsey County	\$125,715
9. The amount of the improvement eligible for MSA funding (Maplewood & North St. Paul) is \$272,905.

PART I
INTRODUCTION

1.1 AUTHORIZATION

On April 13, 1987, the City of Maplewood authorized the firm of Short-Elliott-Hendrickson, Inc. to update the previous reports prepared for Holloway Avenue. The previous reports were entitled:

Proposed Maplewood-North St. Paul
Joint Holloway Avenue
Sterling Street Report
January 29, 1982

Proposed Maplewood-North St. Paul
Joint Holloway Avenue
Improvement Phase 2
June 29, 1983

This report will summarize the two previous reports and revise the cost estimates associated with this project. Cost apportionment between Maplewood, North St. Paul and Ramsey County will also be furnished. Assessment apportionment is prepared by each city and is not included in this report.

1.2 EXISTING CONDITIONS

The right-of-way centerline of Holloway Avenue is generally located on the corporate boundary between Maplewood and North St. Paul. Maplewood's north-south streets crossing Holloway Avenue into North St. Paul are named differently in North St. Paul. Maplewood's street name will appear first following with North St. Paul's name of the street in parenthesis. This nomenclature was used in the previous reports.

Holloway Avenue street improvement project between McKnight Road and Century Avenue has been constructed to a width of 46 feet and was completed in 1984. Holloway Avenue between

McKnight Road and Furness (6th Street) varies in street width from 31 feet to 34 feet. The far westerly end of Holloway between North St. Paul Road (7th Avenue) and Beebe Road (7th Street) was constructed to a width of 44 feet and to MSA Standards. The street segment of Holloway Avenue between Beebe Road (7th Street) and Furness (6th) Street is nonexistent.

A sight distance problem may occur at the intersection of Furness (6th) Street and Holloway Avenue if the grades of Holloway Avenue are not adjusted when Holloway Avenue is improved.

The centerline of Furness and 6th Street do not meet at their intersection with Holloway Avenue. This condition can be corrected by shifting the centerline at Furness westerly to align with the centerline of 6th Street.

PART II
UTILITIES

Drawing No. 1 illustrates existing sanitary sewer, watermain and storm sewer facilities along Holloway Avenue. Drawing No. 2 illustrates the proposed improvements for Holloway Avenue.

2.1 SANITARY SEWER

An existing 12 inch Maplewood sanitary sewer between North St. Paul Road (7th Avenue) and McKnight Road is jointly used by North St. Paul. However, there are no sanitary sewer services between Beebe Road (7th Street) and Furness (6th) Street. Sanitary sewer services are needed to serve these properties. The drawings do not show the proposed services, but an adequate number of services are proposed and included in the estimates of cost. It is assumed that each city will pay for its own sanitary sewer services.

2.2 WATERMAIN

Maplewood has an 8 inch watermain between Furness (6th) Street and Howard (5th) Street and a 6 inch watermain between Howard (5th) Street and McKnight Road. This watermain is located on the south side of Holloway Avenue.

North St. Paul has a 6 inch watermain on the north side of Holloway Avenue between Furness (6th) and McKnight Road.

Watermain and water services are needed between Beebe Road (7th Street) and Furness (6th) Street. Therefore, it is proposed to loop both Maplewood and North St. Paul's water systems and provide services. An 8 inch watermain is proposed for Maplewood and a 6 inch watermain is proposed for North St. Paul. Both are shown on Drawing No. 2.

Water services are not shown on the drawings, but an adequate number of services are proposed and included in the

estimate of cost. It is assumed that each city will pay for its own watermain facilities.

2.3 STORM DRAINAGE

The existing catch basins on the north side of Holloway Avenue at the intersection of 5th Street and at McKnight Road do not have enough capacity to adequately drain the street. Additional catch basins at McKnight Road will be added under the McKnight Road Phase 2 project. When Holloway Avenue is improved, it will be necessary to install additional storm sewer and catch basins. This system will drain into North St. Paul's trunk storm drainage facilities. North St. Paul constructed these drainage facilities to its corporate limits on Holloway Avenue. They were sized for the purpose of draining Holloway Avenue and a portion of Maplewood's drainage.

Drainage west of Furness (6th) Street is planned to drain to an existing storm sewer on Holloway Avenue between Beebe Road (7th Street) and North St. Paul Road (7th Avenue). The existing storm sewer would be extended easterly to the proposed realignment of Furness Street.

The proposed storm sewer shown on Drawing No. 2 is based on a 10 year average frequency storm design.

The cost apportionment for storm drainage is based on the runoff acre (CA) ratio method. Computations of cost apportionment for storm drainage are included in the Appendix.

PART III
STREET CONSTRUCTION

3.1 DESIGN CONSIDERATIONS

Holloway Avenue is proposed to be reconstructed to MSA Standards from Beebe Road (7th Street) to McKnight Road.

The estimated traffic which would use this portion of Holloway Avenue immediately after construction is approximately 1,100 vehicles per day. The 20 year Average Daily Traffic (ADT) is estimated to be approximately 1,500.

Traffic on adjacent streets such as Furness (6th) Street and Howard (5th) Street will have direct access to North St. Paul Road (7th Avenue) if this project is constructed. Traffic generated in the immediate area and having a destination in northeast St. Paul may choose to utilize Holloway Avenue and North St. Paul Road. However, other traffic will choose to utilize McKnight Road for access to Highway 36 or Interstate 94. McKnight Road also provides a connection to Larpenteur Avenue and direct access to the 3M campus.

Much of the traffic now using Holloway Avenue east of McKnight Road will continue to use either Century Avenue or McKnight Road.

Design of the section of Holloway Avenue between McKnight Road and Century Avenue was based on a 1977 volume of 2,300 vehicles per day and a growth projection factor of 2.0. Since Holloway Avenue was not complete west of McKnight Road, the same traffic volume projection was extended for MSA needs calculations.

The misalignment of Furness Street and 6th Street is proposed to be corrected as part of the improvement.

Shifting the centerline at Furness Street westerly to align with the centerline of 6th Street will provide a safer intersection.

The intersection of Furness Street and Holloway Avenue must be lowered to meet minimum sight distance standards and to provide easier access to lower lying properties on the north side of Holloway Avenue between 6th Street and 7th Street. Approximately 250 feet of Furness Street and 100 feet of 6th Street will have to be reconstructed.

3.2 PROPOSED CONSTRUCTION

Drawing No. 2 illustrates the typical sections proposed for Holloway Avenue, Furness Street and 6th Street. The typical sections are summarized as follows:

	<u>Holloway Avenue</u>	<u>Furness St. & 6th Street</u>
Right-of-Way	66 Feet	66 Feet
Width Between Curb Faces	44 Feet	32 Feet
Curb Type	B624	B618
Bituminous Thickness	4-1/2 Inches	3-1/2 Inches
Aggregate Thickness	7 Inches	6 Inches
R-Value of Soil	20	20

Currently only a 33 foot wide right-of-way exists on Holloway Avenue between Beebe Road (7th Street) and Furness (6th) Street. Therefore, an additional 33 feet is needed for this project.

An additional easement (200' long x 80' wide) will also be required for the realignment of Furness Street. Temporary construction easements will be needed if the project is undertaken.

PART IV
COST ESTIMATES

4.1 GENERAL

Detailed estimates of cost are found in the Appendix of this report. The estimates include estimated construction costs plus 10% for contingencies and 32% for indirect costs. Easement costs have not been included.

4.2 SUMMARY OF ESTIMATES OF COST

On March 14, 1983, a resolution by the Ramsey County Commissioners accepted the segment of Holloway Avenue between North St. Paul Road (7th Avenue) and McKnight Road as a county road upon completion of the new construction. Also, the county agreed to share in the cost of reconstruction based on the previous agreement for reconstruction of Holloway Avenue from Century to McKnight Road. The previous agreement stated that Ramsey County would bear all costs for street improvements based on the center 24 feet of roadway including 50% of the excavation and borrow items, and percentages of all costs for storm sewer improvements.

The following table lists the total estimated cost and cost participation:

<u>SUMMARY OF ESTIMATES OF COST</u>				
<u>HOLLOWAY AVENUE - BEEBE ROAD (7TH STREET) - McKNIGHT ROAD</u>				
	<u>MAPLEWOOD</u>	<u>NORTH ST. PAUL</u>	<u>RAMSEY CO.</u>	<u>TOTAL</u>
Street	\$ 90,025	\$ 90,025	\$103,450	\$283,500
Watermain & Serv.	24,770	26,510	0	51,280
Sanitary Sewer Serv.	2,560	9,250	0	11,810
Storm Drainage	<u>18,825</u>	<u>2,670</u>	<u>22,265</u>	<u>43,760</u>
Total	\$136,180	\$128,455	\$125,715	\$390,350

Holloway Avenue is designated as a MSA street in both cities and the amount of the improvement eligible for MSA participation is

approximately \$272,905. The MSA participation is based on the assumptions that 100 percent of the street costs and 50 percent of the storm sewer related costs are eligible. The estimate of cost eligible for MSA funding is listed on the following table:

ESTIMATE OF COST ELIGIBLE FOR MSA PARTICIPATION

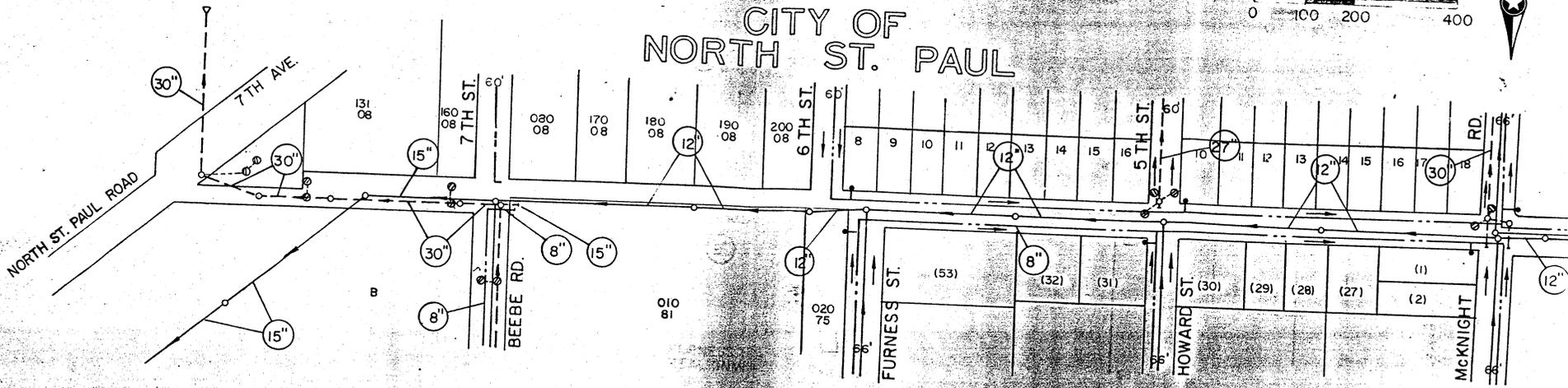
	<u>MAPLEWOOD</u>	<u>NO. ST. PAUL</u>	<u>TOTAL</u>
Street	\$107,350	\$107,350	\$214,700
Storm Drainage	<u>14,822</u>	<u>1,753</u>	<u>16,575</u>
Subtotal	\$122,172	\$109,103	\$231,275
18% Engineering (Maximum Eligibility)	<u>21,991</u>	<u>19,639</u>	<u>41,630</u>
Total	\$144,163	\$128,742	\$272,905

Financing and cost recovery information relating to these projects will be prepared by each city.

HOLLOWAY AVENUE

CITY OF
NORTH ST. PAUL

CITY OF MAPLEWOOD



LEGEND

- EXISTING 8" SANITARY SEWER (UNLESS NOTED)
- EXISTING STORM SEWER
- EXISTING 6" WATERMAIN (UNLESS NOTED) & HYDRANT
- PIPE SIZE
- DIRECTION OF DRAINAGE

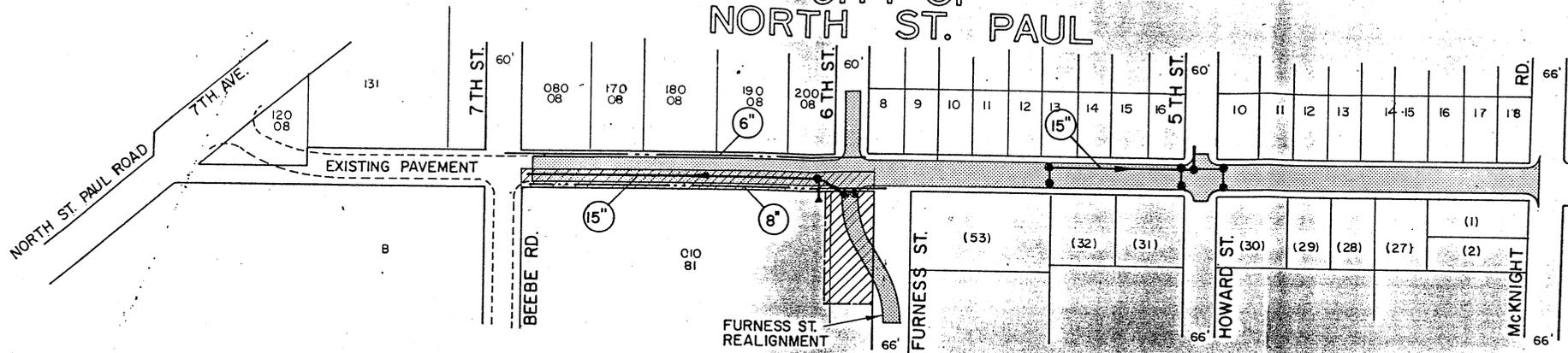
PROPOSED MAPLEWOOD - NORTH ST. PAUL
JOINT HOLLOWAY AVE. IMPROVEMENTS
MAPLEWOOD IMPROVEMENT NO 87-14
SEH FILE NO. 88051

PREPARED BY
SHORT ELLIOTT HENDRICKSON, INC.
ST. PAUL, MINNESOTA • CHIPPEWA FALLS, WISC

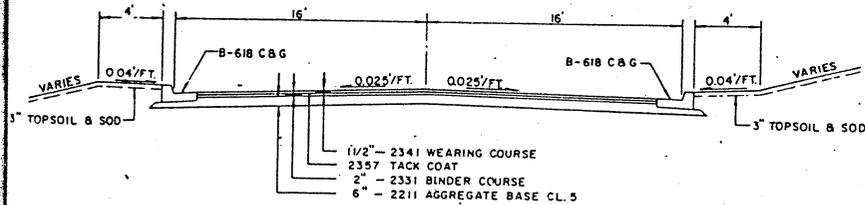
DRAWING NO. 1

HOLLOWAY AVENUE

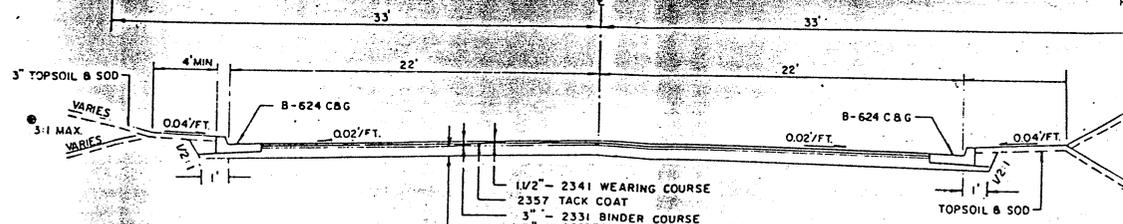
CITY OF
NORTH ST. PAUL



CITY OF MAPLEWOOD



TYPICAL SECTION - FURNESS ST. & SIXTH ST.



TYPICAL SECTION - HOLLOWAY AVENUE

LEGEND

- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER
- PIPE SIZE
- PROPOSED STREET
- PROPOSED ROAD EASEMENT

PROPOSED MAPLEWOOD - NORTH ST. PAUL
JOINT HOLLOWAY AVE. IMPROVEMENTS

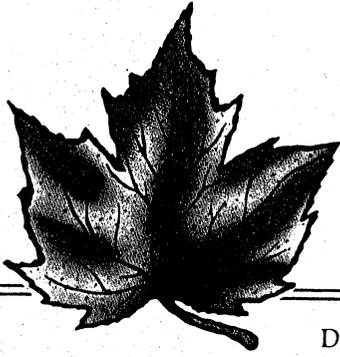
MAPLEWOOD IMPROVEMENT NO 87-14

SEH FILE NO. 88051

PREPARED BY
SHORT ELLIOTT HENDRICKSON, INC.

ST. PAUL, MINNESOTA • CHIPPEWA FALLS, WISC

DRAWING NO. 2



CITY OF
MAPLEWOOD

1830 E. COUNTY ROAD B MAPLEWOOD, MINNESOTA 55109

DEPARTMENT OF PUBLIC WORKS

612-770-4550

July 10, 1990

Mr. Ralph Tully
600 Northwest Midland Building
Minneapolis, Minnesota 55401

GONYEA'S OAK HEIGHTS, PROJECT 89-03

The city council approved Mr. Dennis Gonyea's June 25, 1990, offer of \$57,600 cash payment in lieu of construction of the trunk storm sewer outlet required as a plat condition for Gonyea's Oak Heights subdivisions. After receipt of payment of \$57,600, Letter of Credit 00285 will be returned. Payment of \$57,600 will satisfy the plat condition for construction of trunk storm outlet from the current terminus of Pond 15 to the McKnight Road culvert crossing at Pond 16 which was guaranteed by Letter of Credit 00285.

Bruce A. Irish

BRUCE A. IRISH, P.E. - ASSISTANT CITY ENGINEER

jc
✓cc: Patrick Kelly, Bannigan and Kelly

AGENDA ITEM _____

AGENDA REPORT

PROJECT NO. 87-14

FOLDER NO. 2

INITIALS [Signature]

TO: City Manager
FROM: Assistant City Engineer
SUBJECT: Holloway Avenue, Beebe Road to Furness Street,
Project 87-14, Public Hearing and Cooperative
Agreement
DATE: March 1, 1990

Introduction

Transmitted herewith is the public hearing mailing record for this project. A copy of the proposed cooperative agreement is attached. The cooperative has been revised from the version presented with the January 30, 1990, agenda report in accordance with the review comments of the Ramsey County attorney. A resolution is attached to order the project and authorize execution of the cooperative agreement.

Background

A copy of the January 30, 1990, agenda report is attached for reference. The proposed financing of the city's share of the costs is special assessments at the rate of \$15 per front foot and \$46.60 per front foot for street and water main with services, respectively. This recovers approximately \$35,550. The balance of local share costs of approximately \$47,210 is to be financed from MSA funds. In fact, an amount of \$70,180 is eligible for municipal state aid funding. If the full eligible amount of MSA funds were applied for, then an excess of about \$22,970 would be generated.

Recommendation

It is recommended that the council adopt the attached resolution.

BAI

jc
Attachments

RESOLUTION

ORDERING IMPROVEMENT AFTER PUBLIC HEARING

WHEREAS, after due notice of public hearing on the construction of bituminous street with concrete curb and gutter, storm sewer, water main, services, and appurtenances on Holloway Avenue from Beebe Road to Furness Street, City Project 87-14, a hearing on said improvement in accordance with the notice duly given was duly held on March 12, 1990, and the council has heard all persons desiring to be heard on the matter and has fully considered the same;

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

1. That it is advisable, expedient and necessary that the City of Maplewood construct bituminous street with concrete curb and gutter, storm sewer, water main, services, and appurtenances on Holloway Avenue from Beebe Road to Furness Street, City Project 87-14, as described in the notice of hearing thereof, and orders the same to be made.

2. The city engineer is designated engineer for this improvement and is hereby directed to prepare final plans and specifications for the making of said improvement.

3. The project budget is amended to \$82,760. The project financing shall be as follows:

Municipal State Aid	\$47,210
Assessment, Water Main (\$46.60/FF x 570 FF)	27,000
Assessment, Street (\$15/FF x 570 FF)	<u>8,550</u>
Total	\$82,760

4. The mayor is hereby authorized to execute the cooperative agreement with North St. Paul and Ramsey County.

Public Hearing
Public Improvement 87-14
Holloway Avenue
Beebe Road to Furness Street
March 12, 1990
9 p.m.

NOTICE OF HEARING OF IMPROVEMENT

TO WHOM IT MAY CONCERN:

WHEREAS, the City Council of the City of Maplewood, Ramsey County, Minnesota, deems it necessary and expedient that the improvement hereinafter described, be made,

NOW, THEREFORE, notice is hereby given that the city council will hold a public hearing on said improvement at the following time and place within the said city:

DATE: March 12, 1990

TIME: 9 p.m.

LOCATION: Temporary Council Chambers
Hazelwood Fire Station
1530 East County Road C
Maplewood, Minnesota 55109

The general nature of the improvement is the construction of Project 87-14: Holloway Avenue with bituminous street, concrete curb and gutter, storm sewer, water main and the necessary appurtenances in the following-described areas:

On Holloway Avenue between Beebe Road and Furness Street.

THE TOTAL ESTIMATED COST OF SAID IMPROVEMENT IS \$229,290.

It is proposed to assess every lot, piece or parcel of land benefitted by said improvement whether abutting thereon or not, based upon benefits received without regard to cash valuation.

Persons desiring to be heard with reference to the proposed improvement should be present at this hearing.

This council proposes to proceed under the authority granted by Chapter 429 MSA.

Dated this 13th day of February, 1990.

BY ORDER OF THE CITY COUNCIL



Lucille E. Aurelius, City Clerk
City of Maplewood Minnesota

Publish: Maplewood Review
February 28 and March 7, 1990

E. Nichel
2/23/90



CITY OF MAPLEWOOD

1830 E. COUNTY ROAD B MAPLEWOOD, MINNESOTA 55109

DEPARTMENT OF PUBLIC WORKS

612-770-4550

February 22, 1990

Residents of Holloway Avenue between Furness Street and McKnight Road:

The construction of a 44-foot wide bituminous roadway on the vacant Holloway Avenue right-of-way from Beebe Road to Furness Street was authorized by the Maplewood City Council in November 1988. Cost participation in the proposed project has subsequently been approved by the City of North St. Paul Council and is supported by the Ramsey County staff. Since it has taken over one year from the November 1988 public hearing in which to work out the proposed cooperative agreement, the authorization to construct the proposed roadway has elapsed and must be renewed by the Maplewood City Council at a public hearing. A public hearing for this purpose is scheduled for Monday, March 12, 1990 at 9 p.m. at Hazelwood Fire Station, 1530 East County Road C.

Although the only assessment for this project is proposed for the property abutting Holloway Avenue between Beebe Road and Furness Street, it is thought that other residents of Holloway Avenue may be interested in this public hearing. The segment of existing street between Furness and McKnight is not proposed for reconstruction. Tests of the existing pavement indicate that it is sufficient for the projected average traffic at the end of 20 years of 1500 vehicles per day.

The proposed construction between Beebe Road and Furness Street is comparable in width to the segment of Holloway from McKnight Road to T.H. 120 (Century Avenue). The proposed new construction between Beebe Road and Furness Street would also have concrete curb and gutter, storm sewer, and water main included. Under the proposed cooperative agreement, jurisdiction and maintenance of

Residents of Holloway Avenue
Page 2
February 22, 1990

Holloway Avenue from North St. Paul Road to McKnight Road would be transferred to Ramsey County upon completion of the connecting segment between Beebe Road and Furness Street.

If you have further questions about the project, then please call Bruce Irish or Dennis Peck at 770-4550. Please feel free to attend the public hearing and present your concerns and opinions to the council.

Bruce A. Irish

BRUCE A. IRISH, P.E. - ASSISTANT CITY ENGINEER

jw

MAILING LIST

ID. 14-29-22-41-0001
ASSMT.NO. 5917

PHYLLIS H SANDSTROM LE
1905 MCKNIGHT ROAD N
MAPLEWOOD

MN 551094851

ID. 14-29-22-41-0002
ASSMT.NO. 5917

ELMER H + PATRICIA J
CHRISTENSEN
1903 MCKNIGHT RD N
ST PAUL MN

551094851

ID. 14-29-22-41-0003
ASSMT.NO. 5917

WILLIAM A + BARBARA A HAHN
2234 HOLLOWAY ST E
ST PAUL MINN

551093930

ID. 14-29-22-41-0028
ASSMT.NO. 5917

JOHN C & MARY JO SYRING
2226 HOLLOWAY ST E
ST PAUL MN

551093930

ID. 14-29-22-41-0029
ASSMT.NO. 5917

WILLIAM J & LINDA M MEHLE
2216 HOLLOWAY ST E
ST PAUL

MN 551093930

ID. 14-29-22-41-0030
ASSMT.NO. 5917

LYNDA L AHLGREN
1906 HOWARD ST N
MAPLEWOOD

MN 551094859

ID. 14-29-22-41-0031
ASSMT.NO. 5917

JAMES A CARLSON ET AL
1913 N HOWARD ST
ST PAUL MN

551094860

ID. 14-29-22-41-0032
ASSMT.NO. 5917

CLYDE C III & SUSAN M GILLESPIE
2180 HOLLOWAY ST E
ST PAUL

MN 551093928

ID. 14-29-22-41-0053
ASSMT.NO. 5917

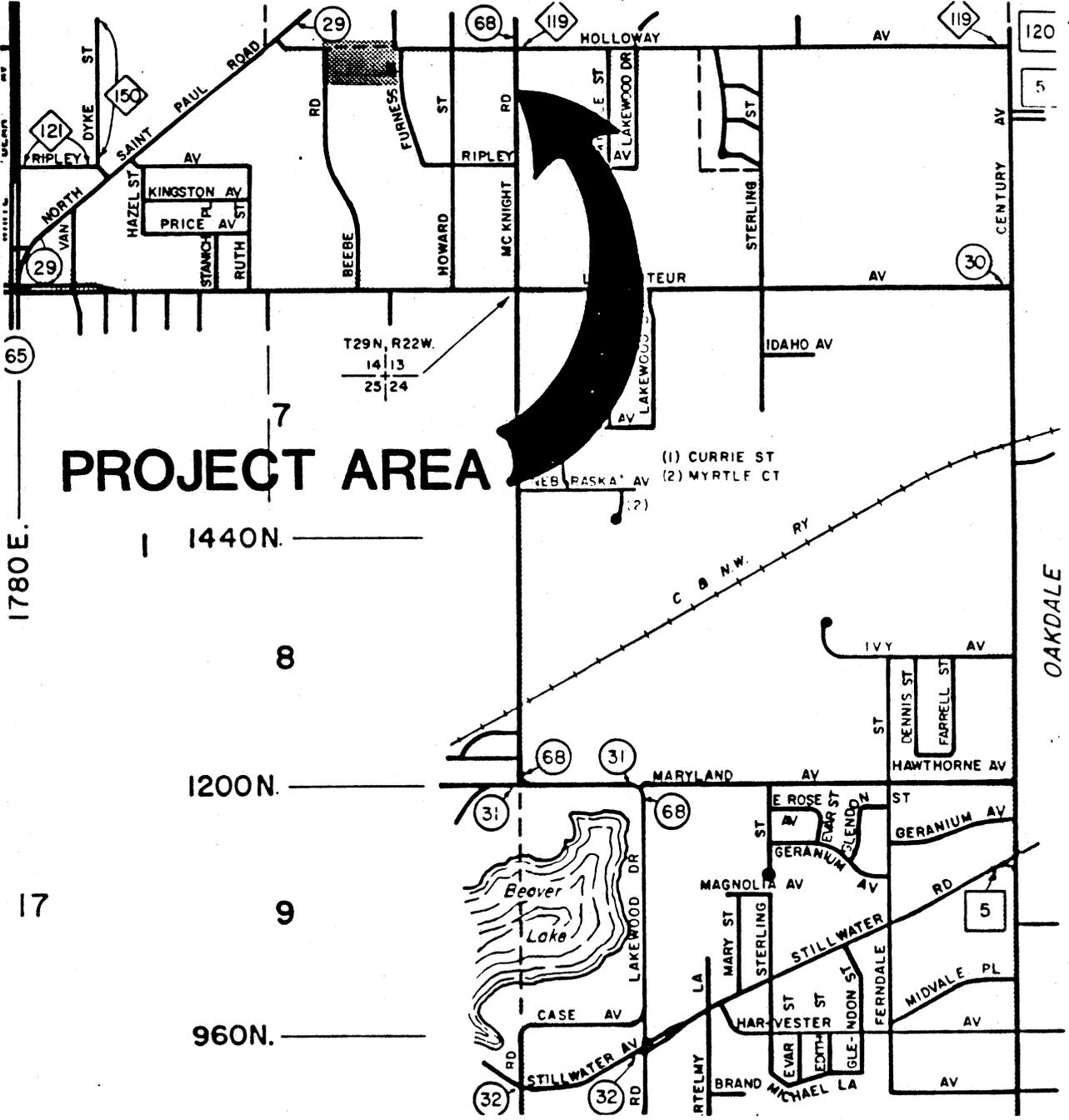
ROSE F WESTBROOK
1900 FURNESS ST
ST PAUL MINN

551094867

ID. 14-29-22-42-0001
ASSMT.NO. 5917

LOUIS P AVELALLEMANT
WILLIAM F SCHIFSKY
ROBERT E ENGWER
BEVERLY M ENGWER
2370 HIGHWAY 36 E
NORTH ST PAUL

MN 551092996

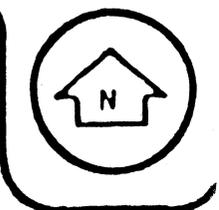


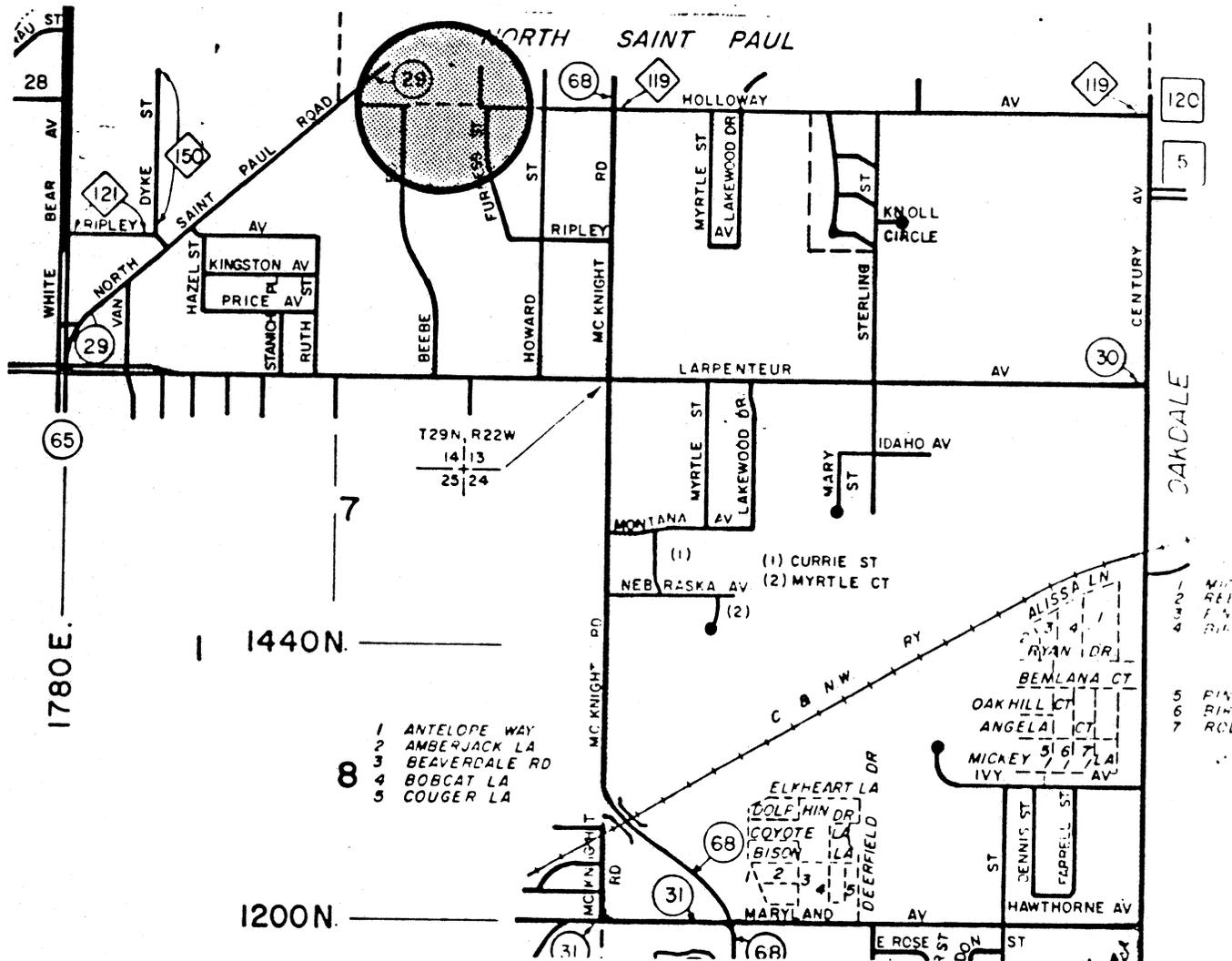
PROJECT AREA

PROPOSED PROJECT AREA

**HOLLOWAY AVE IMP
IMP No. 87-14**

**SCALE
N/A**



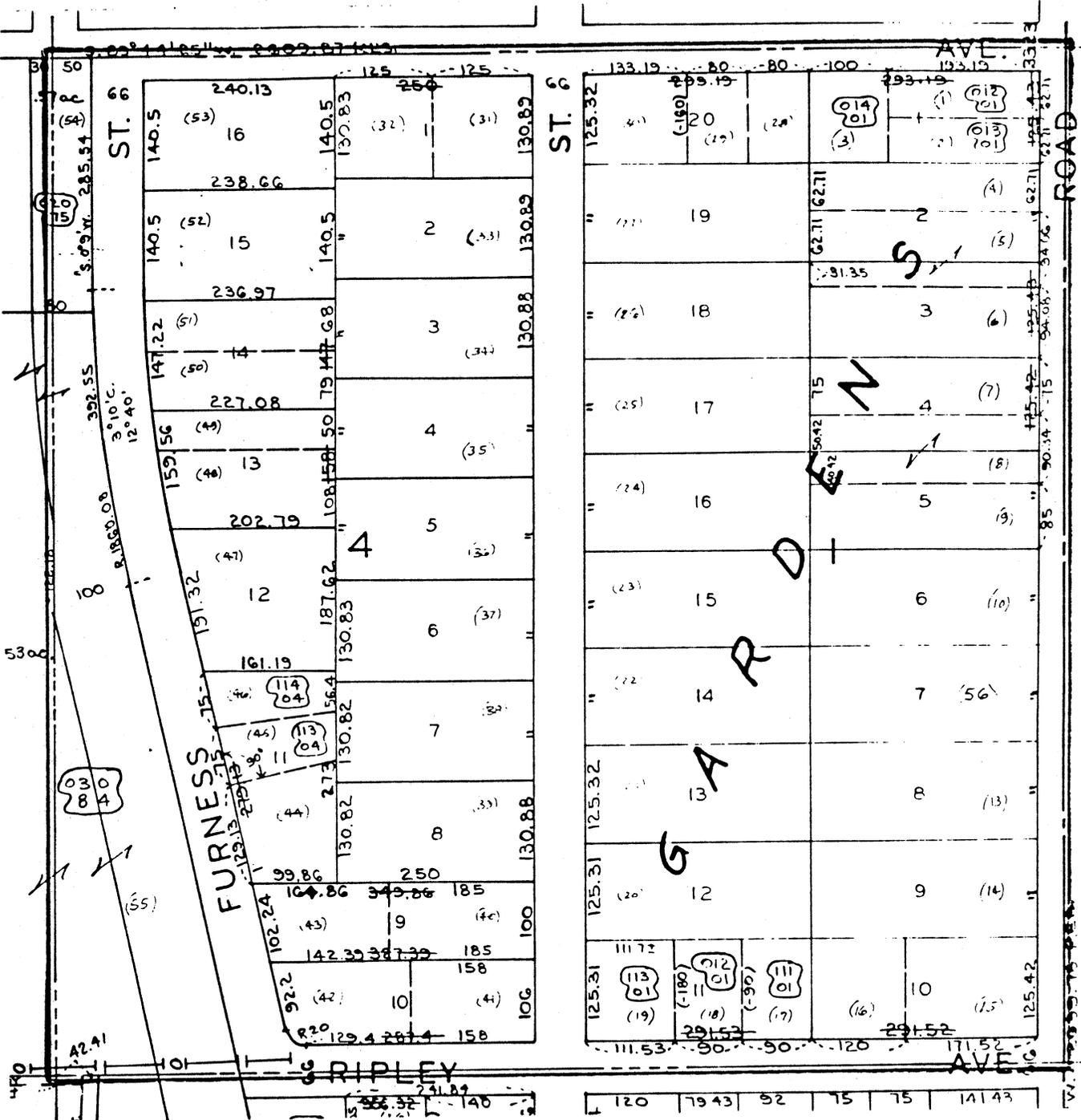


GENERAL LOCATION MAP

**Proposed Improvement 87-14
HOLLOWAY AVE**

**SCALE
N/A**

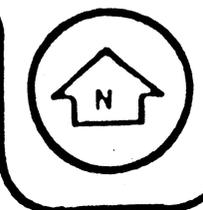


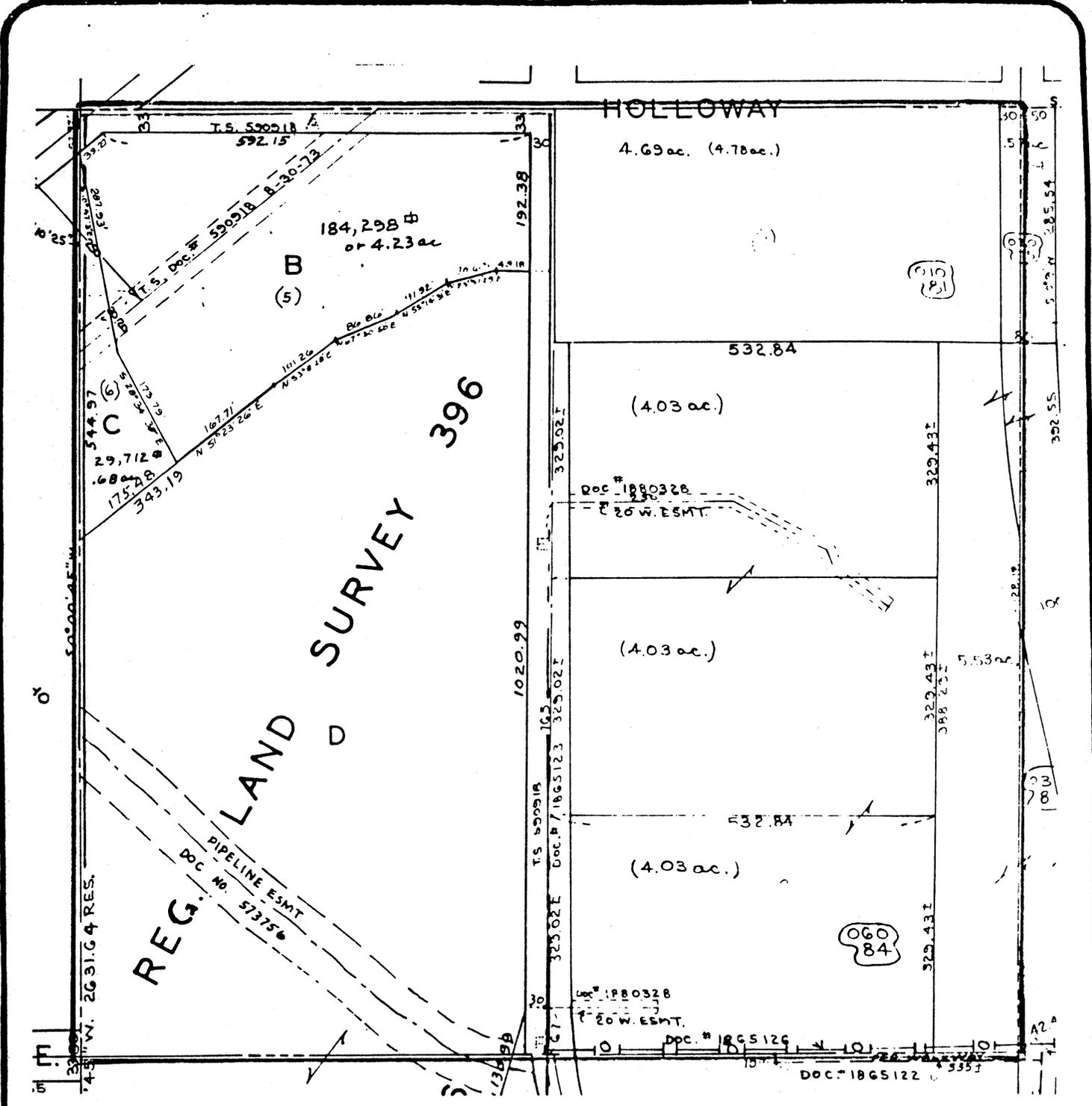


QQ - 14-29-22-41

HOLLOWAY AVE IMP
IMP No. 87-14

SCALE
N/A

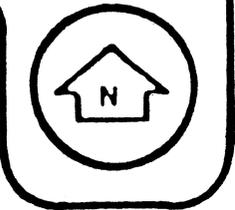




QQ - 14-29-22-42

HOLLOWAY AVE IMP
IMP No. 87-14

SCALE
N/A



NOTICE OF
PENDING PUBLIC IMPROVEMENT

MAPLEWOOD
IMPROVEMENT NAME : HOLL087-14
IMPROVEMENT NO : 5917

**
**

PROPERTY
-- DESCRIPTION --

SECTION 14 TOWN 29 RANGE 22
EX M AND ST P SUB RR R/W
THE N 1/2 OF NE 1/4 OF NW
1/4 OF SE 1/4 OF
SEC 14 TN 29 RN 22

PINS ID

SEC TWN RNG QBT --- ID
14 29 22 42 0001

LOUIS P AVELALLEMANT
WILLIAM F SCHIFSKY
ROBERT E ENGWER
BEVERLY M ENGWER
2370 HIGHWAY 36 E
NORTH ST PAUL MN 55109-2990

**
**

COOPERATIVE AGREEMENT BETWEEN
MAPLEWOOD, NORTH ST. PAUL AND RAMSEY COUNTY

Agreement between the City of Maplewood, City of North St. Paul, and the County of Ramsey

Maplewood MSA 138-119-02
Maplewood 87-14
North St. Paul 151-258-03
North St. Paul 89-01
Ramsey County 89-119
Ramsey County Account 47445

Re: Holloway Avenue construction from Beebe Road (7th Street) to Furness Street (6th Street) and transfer of Holloway Avenue from Furness Street (6th Street) to McKnight Road

North St. Paul: Estimated Amount Receivable:	
Street	\$47,570.00
Water Main & Services	26,510.00
Sanitary Services	<u>9,250.00</u>
Total	\$83,330.00

Ramsey County: Estimated Amount Receivable:	
Street	\$44,860.00
Storm Sewer	<u>18,340.00</u>
Total	\$63,200.00

THIS AGREEMENT, by and between the City of Maplewood, Minnesota, a municipal corporation, hereinafter referred to as "MAPLEWOOD," the City of North St. Paul, a municipal corporation, hereinafter referred to as "NORTH ST. PAUL," and the County of Ramsey, a political subdivision of the State of Minnesota, hereinafter referred to as the "COUNTY";

WITNESSETH:

WHEREAS, Maplewood, North St. Paul, and the County desire to design, construct, and maintain Holloway Avenue from Beebe Road (7th Street) to Furness Street (6th Street); and

WHEREAS, Holloway Avenue from North St. Paul Road (7th Avenue) to McKnight Road is the border between the City of Maplewood and the City of North St. Paul; and

WHEREAS, Holloway Avenue from Beebe Road to McKnight Road has been designated by the Minnesota Department of Transportation as a Municipal State Aid street for Maplewood; and

WHEREAS, Holloway Avenue from 7th Street to McKnight Road has been designated by the Minnesota Department of Transportation as a Municipal State Aid road for the City of North St. Paul; and

WHEREAS, Holloway Avenue from North St. Paul Road (7th Avenue) to McKnight Road is proposed to be designated as Ramsey County Road 119; and

WHEREAS, an October 11, 1988, supplemental report concerning proposed improvements and cost apportionment between Maplewood, the City of North St. Paul, and the County was prepared by Maplewood's engineering consultant.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. Maplewood shall contract with the engineering firm of Short-Elliott-Hendrickson, Inc. for the preparation of plans and specifications for the recommended project as set forth in the October 11, 1988, supplemental report, a copy of which is attached hereto and incorporated herein as Exhibit A. This is generally described as a 44-foot wide bituminous street with concrete curb and gutter on Holloway from Beebe Road (7th Street) to Furness Street (6th Street), together with water mains and storm sewer in this segment and realignment of the Furness Street intersection.

2. After completion of the plans and specifications by Short-Elliott-Hendrickson, Inc., they shall be submitted to the governing bodies of Maplewood, North St. Paul, and the County for approval.

3. After the plans and specifications have been approved by the three governmental bodies, then Maplewood will advertise for construction bids. Maplewood will award the project after concurrence of award of bid in writing by North St. Paul and the County.

4. Maplewood shall acquire and pay for all right-of-way and permanent easements required for the construction of the project. Maplewood will acquire required temporary construction easements within the Maplewood corporate boundary. The City of North St. Paul shall acquire required temporary easements within the corporate boundary of North St. Paul.

5. Maplewood shall contract with the engineering firm of Short-Elliott-Hendrickson, Inc. for construction inspection and staking services. Maplewood shall administer the construction contract.

6. After completion of the construction, the 66-foot wide Holloway Avenue right-of-way from North St. Paul Road (7th Avenue) to McKnight Road and the triangular parcel on the east side of Holloway Avenue at North St. Paul Road (PIN 14-29-22-13-0047) shall be conveyed by Maplewood and North St. Paul to the County. Parking and other regulations pertaining to Holloway Avenue will be controlled by the County.

7. Project costs shall be defined as the total amount of the contract items constructed multiplied by the awarded bid unit price, approved change orders, and all expenses necessarily incurred for all noncity staff services including engineering, legal, soil testing, surveying, and arbitration. Engineering costs and other eligible indirect expenses shall be distributed to the construction cost items on a pro rata basis. These costs shall include expenditures and expenses incurred by the City of Maplewood for feasibility report preparation. The preparation of preliminary assessment rolls and presentations for public hearings for their respective communities are not part of the project cost.

8. The County shall pay for 100 percent of the project costs associated with the center 24 feet, i.e., two 12-foot lanes, of the roadway. Maplewood and North St. Paul shall each pay one-half ($\frac{1}{2}$) of the balance of items associated with roadway construction.

9. The project cost associated with storm sewer construction shall be distributed to Maplewood and the County on a weighted runoff coefficient times area basis. The County shall pay the portion of the storm sewer costs attributable to the 66-foot wide Holloway right-of-way. The balance of storm sewer costs shall be attributable to Maplewood.

10. After completion of the project, the County shall own and maintain the storm sewer catch basins and leads and Maplewood shall own and maintain the storm sewer trunk line. Laterals servicing property outside the road right-of-way shall be owned and maintained by the respective city. The storm sewer is intended to service only the right-of-way and abutting properties. It is not to be extended to service other areas.

11. The cost of all utility extensions or betterment shall be paid by the respective city. Operation and maintenance of water and sanitary sewer utility improvements is the responsibility of the respective city.

12. Any utilities or facilities modified or added to those provisions presently made in the plans and specifications may be incorporated in the construction contract by supplemental agreement and shall be paid for as specified in the supplemental agreement.

13. Short-Elliott-Hendrickson, Inc. shall review the contractor's monthly application for payment and determine cost apportionment to Maplewood, North St. Paul, and the County. The County agrees to pay Maplewood its share of construction cost, plus consultant engineering fees, and other eligible project costs incurred as of the date of partial payment application within thirty (30) days of submittal of invoice.

14. North St. Paul shall pay Maplewood monthly its prorated share of the project costs as stipulated herein before. Payment shall be made within thirty (30) days of submittal of invoice.

15. The County, North St. Paul, and Maplewood shall pay their own in-house costs associated with the improvement including, but not limited to, engineering, legal, and administrative costs.

16. After completion of the project the ownership, operation, and maintenance of Holloway Avenue roadway and right-of-way from North St. Paul Road to McKnight Road shall be conveyed to the County as County Road 119 to be its sole and exclusive responsibility.

17. Maplewood and North St. Paul each shall be responsible for conducting its separate assessment proceeding with respect to its proportionate share of the costs of the improvement, and each party thus shall bear all costs and expenses associated with any such assessment proceeding. Each party consequently shall defend itself in the event of an appeal of an assessment by a property owner and bear all costs associated with the legal defense of any such appeal (including, but not limited to, attorneys', engineers', appraisers', and other experts' fees, costs, and expenses) and the economic consequences of any such appeal, if decided unfavorably to the party, without right of indemnity or contribution from the other party hereto. Property owned by Ramsey County shall not be assessed.

18. Maplewood, North St. Paul, and the County agree to indemnify each other and hold each other harmless from any and all claims, causes of action, lawsuits, judgments, charges, demands, costs, and expenses, including, but not limited to, interest involved therein and attorneys' fees and costs and expenses connected therewith, arising out of or resulting from the failure of either party to satisfy the provisions of this agreement or for damages caused to fourth parties as a result of the manner in which Maplewood or North St. Paul or the County perform or fail to perform duties imposed on each party by the terms of this agreement.

19. This agreement shall remain in full force and effect until terminated by mutual agreement of Maplewood, North St. Paul, and the County, or upon completion of the project. Provided, however, that the warranties and obligations of the parties expressed in paragraphs 17 and 18 hereof shall survive the expiration or termination of this agreement.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed:

CITY OF MAPLEWOOD

THE COUNTY OF RAMSEY

By: _____
Its Mayor

By: _____
Chairperson, Board of
County Commissioners

Attest: _____
City Clerk

Attest: _____
Chief Clerk-County Board

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

City Attorney

Assistant County Attorney

CITY OF NORTH ST. PAUL

Recommended for Approval:

By: _____
Its Mayor

Kenneth E. Weltzin
Director and County Engineer

Attest: _____
City Clerk

Date: _____

Approved as to Form:

City Attorney

Recommended for Approval:

City Engineer

37-19

EXHIBIT A



ENGINEERS ■ ARCHITECTS ■ PLANNERS

222 EAST LITTLE CALDWAY ROAD ST. PAUL, MINNESOTA 55117 612 484 0272

October 11, 1988

RE: MAPLEWOOD, MINNESOTA
PROPOSED MAPLEWOOD
NORTH ST. PAUL
HOLLOWAY AVENUE STREET
IMPROVEMENTS
SEH FILE NO. 88051

Mr. Bruce Irish
Assistant City Engineer
City of Maplewood
1830 East County Road B
Maplewood, Minnesota 55109

Dear Mr. Irish:

In accordance with your authorization, we have prepared this supplemental report for Holloway Avenue between Beebe Road and Furness Street. This supplemental report will summarize the previous report dated April 25, 1988 and consider only the improvements to the non-existing street between Beebe Road and Furness Street. Drawing No. 1 illustrates the proposed improvements anticipated for this portion of Holloway Avenue.

Sanitary sewer exists along Holloway Avenue and is jointly used with North St. Paul. There are no sanitary sewer services between Beebe Road and Furness Street. Therefore, sanitary sewer services will have to be installed and it is assumed that each city will pay for its own services.

Watermain and water services are required between Beebe Road and Furness Street. Both Maplewood's and North St. Paul's water systems are proposed to be looped and services provided. An 8 inch watermain is proposed for Maplewood and a 6 inch watermain is proposed for North St. Paul. It is assumed that each city will pay for its own watermain improvements.

Storm sewer is proposed to be extended from Beebe Road to Furness Street. The cost apportionment for storm drainage is based on the run off acre (CA) ratio method.

Mr. Bruce Irish
 October 11, 1988
 Page #2

This one block of Holloway Avenue is proposed to be constructed to MSA Standards. Also, shifting the centerline of Furness Street westerly is required to align it with the centerline of 6th Street. The intersection of Furness Street and Holloway Avenue will have to be lowered to meet minimum sight distance standards and to provide easier access to the lower lying properties to the north. Due to this adjustment, a portion of 6th Street will have to be reconstructed.

An additional 33 feet of right-of-way is required between Beebe Road and Furness Street to provide the needed 66 feet of right of way. Also realignment of Furness Street will require an additional easement. (200' x 80')

If the connection between Beebe Road and Furness Street is constructed to a 44 foot width, only two blocks of Holloway Avenue would remain narrower than the MSA Standard width for parking on both sides. Because of the relatively low traffic volumes projected, it does not appear that the narrow section of Holloway Avenue will cause any traffic flow problems. However, if all the residents were to park their vehicles on the street, through traffic approaching each other may have difficulty passing. If this situation occurred, the City may have to restrict parking to one side of the street.

The following table lists the total estimated cost and cost participation:

**SUMMARY OF ESTIMATES OF COST
 WITH RAMSEY COUNTY PARTICIPATION
Holloway Avenue- Beebe Road- Furness Street**

	<u>Maplewood</u>	<u>North St. Paul</u>	<u>Ramsey Co.</u>	<u>Total</u>
Street	\$47,570	\$47,570	\$44,860	\$140,000
Watermain & Serv.	24,770	26,510	0	51,280
Sanitary Sewer Serv.	2,560	9,250	0	11,810
Storm Sewer	<u>7,860</u>	<u>0</u>	<u>18,340</u>	<u>26,200</u>
Total	\$82,760	\$83,330	\$63,200	\$229,290

The estimates include estimated construction costs plus 10 percent for contingencies and 32 percent for indirect costs. Easement costs have not been included.

Mr. Bruce Irish
October 11, 1988
Page #3

Ramsey County has stated that they will accept Holloway Avenue, between North St. Paul Road and McKnight Road as a county road upon completion of the new construction and participate in the construction costs as previously outlined in the April 25, 1988 report. However, it has not been determined whether the County will participate in the costs for only the one block section of Holloway Avenue described in this report. The City should direct a letter to the Ramsey County Engineer asking for cost sharing. The following table lists the cost participation without Ramsey County participation.

SUMMARY OF ESTIMATES OF COST

WITHOUT RAMSEY COUNTY PARTICIPATION

Holloway Avenue- Beebe Road Furness Street

	<u>Maplewood</u>	<u>North St. Paul</u>	<u>Total</u>
Street	\$70,000	\$70,000	\$140,000
Watermain & Serv.	24,770	26,510	51,280
Sanitary Sewer Serv.	2,560	9,250	11,180
Storm Sewer	<u>17,030</u>	<u>9,170</u>	<u>26,200</u>
Total	\$114,360	\$114,930	\$229,290

The estimates include estimated construction costs plus 10 percent for contingencies and 32 percent for indirect costs. Easement costs have not been included.

Mr. Bruce Irish
October 11, 1988
Page #4

Holloway Avenue is designated as a MSA Street in both cities. The MSA participation is based on the assumptions that 100 percent of the street construction costs and 50 percent of the storm sewer related construction costs are eligible. The estimate of cost eligible for MSA funding is listed on the following table.

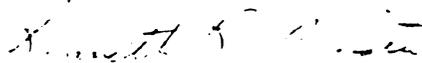
ESTIMATE OF COST ELIGIBLE FOR MSA PARTICIPATION

	<u>Maplewood</u>	<u>No. St. Paul</u>	<u>Total</u>
Street	\$53,025	\$53,025	\$106,050
Storm Drainage	<u>6,450</u>	<u>3,475</u>	<u>9,925</u>
Subtotal	59,475	56,500	115,975
18% Engineering (Maximum Eligibility)	<u>10,705</u>	<u>10,170</u>	<u>20,875</u>
Total	\$70,180	\$66,670	\$136,850

Financing and cost recovery information relating to these projects needs to be prepared by each city.

If you have any questions, please contact me.

Sincerely,

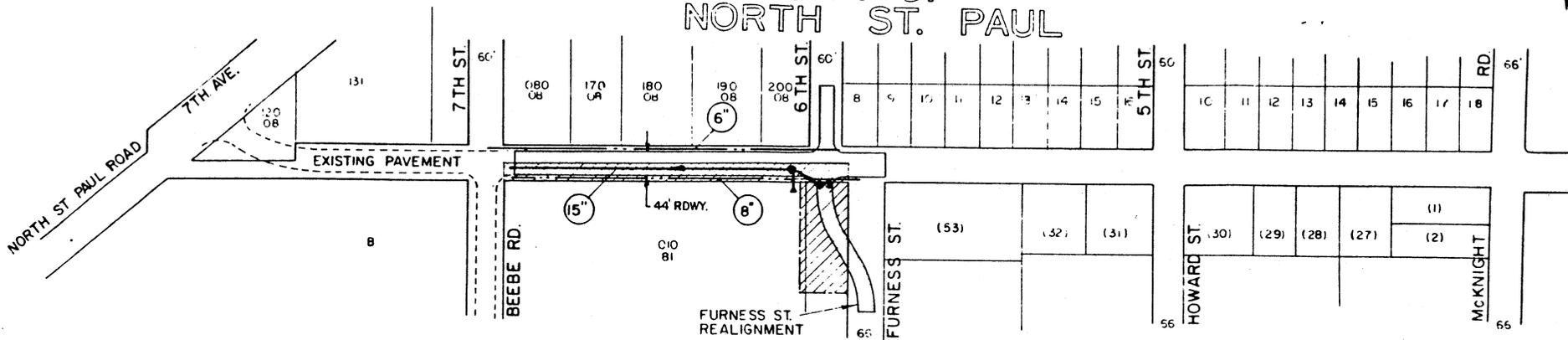
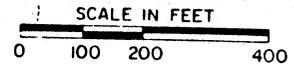


Kenneth R. Meister, P.E.

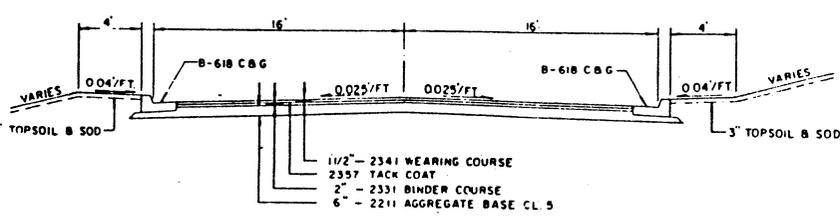
KRM/cmb

HOLLOWAY AVENUE

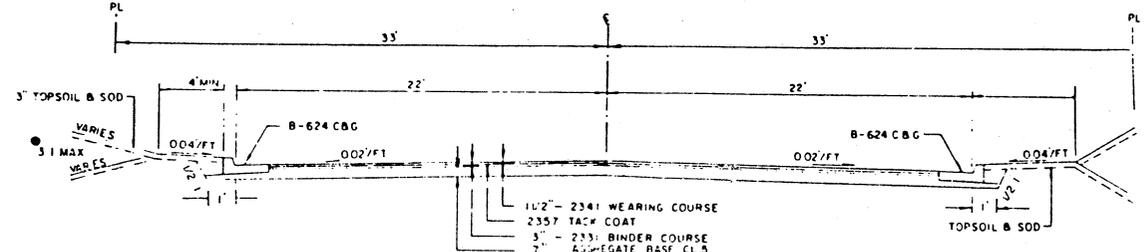
CITY OF
NORTH ST. PAUL



CITY OF MAPLEWOOD



TYPICAL SECTION - FURNESS ST & SIXTH ST.



TYPICAL SECTION - HOLLOWAY AVENUE

LEGEND

- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN
- PROPOSED STORM SEWER
- PIPE SIZE
- PROPOSED STREET
- PROPOSED ROAD EASEMENT

PROPOSED MAPLEWOOD - NORTH ST. PAUL JOINT HOLLOWAY AVE. IMPROVEMENTS

MAPLEWOOD IMPROVEMENT NO 87-14

SEH FILE NO. 88051

REVISED 9/30/88

PREPARED BY
SHORT ELLIOTT HENDRICKSON, INC

ST. PAUL MINNESOTA • CHIPPEWA FALLS WISC

DRAWING NO. 1

AGENDA REPORT

TO: City Manager

FROM: Assistant City Engineer

SUBJECT: Holloway Avenue--Beebe Road to Furness Street,
Project 87-14--Schedule Public Hearing

DATE: January 30, 1990

Endorsed _____

Modified _____

Rejected _____

Date _____

Introduction

The subject project was ordered by the Maplewood City Council at a November, 1988 public hearing. Since over one year has elapsed without execution of a construction contract, the authority to construct this project has expired.

During 1989, the project was ordered by North St. Paul. The details of a proposed cooperative agreement have been worked out with Ramsey County staff. Scheduling a new public hearing to reauthorize the project and approve the attached cooperative agreement is requested.

Background

A copy of the October 11, 1988 supplemental feasibility report is attached for reference. There was significant question as to whether Ramsey County would participate in the project since it would mean that they would receive ownership and maintenance responsibilities for the non-upgraded segment from Furness to McKnight Road. During the late summer of 1989 the existing segment from Furness to McKnight was tested with a dynamic loading road rating machine. The results of that testing demonstrated to Ramsey County staff that the existing road would adequately serve the 20 year projected average daily traffic of 1500 for a through route from North St. Paul Road to McKnight Road.

As noted in the attached 1988 agenda reports, the cost of water main and services would be fully assessed to the abutting property at a rate of \$46.60/F.F. to recover the cost of \$27,000. The costs of sidewalk, street, and storm sewer are substantially financed by Municipal State Aid funding. The use of \$36.50/F.F. for street assessment as was used on Beam Avenue for new roadway would generate excess funding of about \$20,800.

Following execution of the proposed cooperative agreement by Maplewood and North St. Paul, the county engineer will present it to the county board for approval. If approvals are received, the project would be constructed this summer.

City Manager

-2-

January 30, 1990

Recommendation

It is recommended that a public hearing be scheduled for Monday, March 12, 1990 at 7:10 p.m. to rehear the project and consider the requisite cooperative agreement. Due to the fact that there was some controversy resulting from notification of only the owner of the assessed property at the November, 1988 public hearing, it is intended to send informal notices to the residents on Holloway from Furness to McKnight Road.

BAI

jw
Attachments

AGENDA ITEM I 6

Action by Council:

AGENDA REPORT

TO: City Manager
FROM: Assistant City Engineer Irish
SUBJECT: Highwood/McKnight Outlet, Project 90-10--Schedule
Public Hearing
DATE: July 3, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

The feasibility report is transmitted herewith. It is requested that a public hearing be scheduled for August 13, 1990.

BAI

jw
Attachment

RESOLUTION

ACCEPTING REPORT AND CALLING FOR PUBLIC HEARING

WHEREAS, the city engineer for the City of Maplewood has been authorized and directed to prepare a report with reference to the improvement of Highwood/McKnight Outlet, City Project 90-10, by construction of storm sewer and pond acquisition and development, and

WHEREAS, the said city engineer has prepared the aforesaid report for the improvement herein described:

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

1. The report of the city engineer advising this council that the proposed improvement on Highwood/McKnight Outlet, City Project 90-10, by construction of storm sewer and pond acquisition and development is feasible and should best be made as proposed, is hereby received.
2. The council will consider the aforesaid improvement in accordance with the reports and the assessment of benefited property for all or a portion of the cost of the improvement according to MSA Chapter 429, at an estimated total cost of the improvement of \$370,000.
3. A public hearing will be held in the council chambers of the city hall at 1830 East County Road B on Monday, the 13th day of August, 1990, at 7 p.m. to consider said improvement. The city clerk shall give mailed and published notice of said hearing and improvement as required by law.

AGENDA REPORT

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

TO: City Manager
FROM: Finance Director *Grant*
RE: 1991 BUDGET MEETINGS
DATE: June 29, 1990

The timetable for the 1991 Budget provides that the proposed budget will be formally presented to the Council at its meeting on July 23rd. In order to comply with the provisions of the Truth in Taxation law, the following schedule is recommended:

- 7/23 - 8/12 Council members review proposed budget.
- 8/13 - 8/24 Special Council meetings with City staff to discuss proposed budget.
- 8/27 Council adoption of proposed budget and proposed tax levy.

Attached is a State Dept. of Revenue listing of key dates for taxes payable in 1991. Also, attached is the second page of our 1991 Budget preparation schedule.

It is recommended that the Council schedule special meetings with City staff between August 13th and August 24th to review the proposed budget.

tmc

Attachments

**CALENDAR FOR PROPOSED PROPERTY TAXES, PUBLIC HEARINGS AND
FINAL PROPERTY TAXES FOR PAYABLE 1991**

ON OR BEFORE AUGUST 1, 1990

The county auditor notifies the clerk of each school district within the county of the dates that the county board has selected for its public hearing and for the continuation of its hearing, if necessary.

ON OR BEFORE AUGUST 15, 1990

Each school board certifies to the county auditors of the counties in which the school district is located the dates that it has selected for its public hearing and for the continuation of its hearing, if necessary. If not certified by this date, the county auditor will assign the hearing date. The dates for the school district hearings must not conflict with the county hearing.

ON OR BEFORE AUGUST 20, 1990

The county auditor notifies the clerk of each city within the county of the dates on which the county and school districts will be holding their public hearings or continuations of their hearings.

ON OR BEFORE SEPTEMBER 1, 1990

Each city certifies to the county auditor the dates that it has selected for its public hearing and for the continuation of its hearing, if necessary. If not certified by this date, the county auditor will assign the hearing date. The date for the city's hearing or for the continuation of its hearing must not conflict with the hearing dates of the county or of the school districts in which the city is located. All cities, regardless of their population, must hold public hearings on their proposed property taxes.

ON OR BEFORE SEPTEMBER 1, 1990

Each "taxing authority" other than a school district adopts a proposed budget for 1991. Each "taxing authority" including a school district certifies its proposed (or, in the case of a town, its final) property tax levy for payable 1991 to the county auditor. "Taxing authority" includes all counties, all school districts, all cities regardless of their population, all towns and all special taxing districts. No local units of government are exempted from this requirement.

(Over)

ON OR BEFORE NOVEMBER 10, 1990

The county auditor prepares and the county treasurer delivers a generic notice of proposed property taxes by first class mail to each taxpayer at the address listed on the county's current year assessment roll. The date, time and place for the scheduled public hearings for the county, school district and city (if the property is within a city) will be shown along with other information. The Department of Revenue is to prescribe the form of generic notice to be used by all 87 counties.

**NOT LESS THAN TWO CALENDAR DAYS
NOR MORE THAN SIX CALENDAR DAYS
PRIOR TO THE PUBLIC HEARING**

A county, school district or city advertises its public hearing in an official newspaper of general circulation within the taxing authority, subject to specific requirements as to content, presentation and newspaper selection. The advertisement must give notice of the taxing authority's intent to adopt its payable 1991 property tax (and, in the case of a county or city, its payable 1991 budget) at the public hearing. Towns and special taxing districts are exempt from this publication requirement.

**NOVEMBER 15 THROUGH DECEMBER 20,
1990**

Counties, school districts and cities hold their public hearings and adopt their final payable 1991 property taxes (and, in the case of counties and cities, their final budgets) at the hearing.

**ON OR BEFORE 5 WORKING DAYS AFTER
DECEMBER 20, 1990**

Counties, school districts, cities and special taxing districts certify their final adopted property taxes to the county auditor. (Towns certify their final property taxes by September 1, 1990.) The final property tax certified by a county, school district or city cannot exceed its proposed property tax except for several exemptions authorized for events occurring after the proposed property tax was certified. If a town board modifies the town's final property tax at a special town meeting after September 1, the town board must recertify its modified property tax at this time. If a county, school district, city, town or special taxing district has not certified its final property tax by this time, its property tax shall be the amount levied by it in the preceding year.

1991 BUDGET PREPARATION SCHEDULE

Page Two

- July 23 1991 Proposed Budget delivered to Council at regular Council meeting.
- July 23 At Council meeting, City Manager formally presents the Proposed 1991 Budget.
- August 6 thru August 24 Special Council meetings with City Manager and Department Heads to discuss the Proposed 1991 Budget.
- August 27 At regular Council meeting, the proposed budget and tax levy is approved by the Council. (Legal deadline September 1).
- August 28 Finance Director certifies a final proposed levy to the county auditor.
- October 29 thru November 2 Finance Director finalizes proposals for increases in license and permit fees, ambulance charges, and utility rates.
- November 10 Deadline for the county auditor to mail a notice to each taxpayer subject to a proposed tax increase. The notice is to include the market value, the no increase tax and proposed tax by taxing district. It is also to list the time and place of the taxing district budget hearings.
- November 15 thru December 20 Public hearing and Council adoption of the 1991 Budget. Must be done between these dates.
- December 21 thru December 28 Finance Director prepares tax certification forms and itemization of approved capital outlay for 1991 Budget administration. (Tax certification due by December 28). Summary Budget Statement published in accordance with the State Auditor's guidelines.

June 22, 1990

Action by Council:

Chief Ken Collins
City of Maplewood

Endorsed _____
Modified _____
Rejected _____
Date _____

Dear Chief Collins;

Enclosed is the petition by residents of Woodlynn Avenue to reduce the speed limit from 40 MPH to 30 MPH from White Bear Avenue to McKnight Road.

It is only lucky that there have been no major accidents on this road. There have been many close calls. The fact that it is also an MTC Bus Route contributes to the problem because the busses use the curb side lanes, where there are often pedestrians or cars entering or exiting. The Bus Stop in front of the Cottages surprises some speeding motorists because it is new and not well marked.

Woodlynn Avenue has also become a major drag race street. At any time of the day, but particularly after 11:00 P.M., there are cars speeding in excess of the posted speeds. They can be heard for blocks around the Mall area. It almost seems like there is a circuit laid out for speeders.

During discussions with neighbors about this issue another universal concern was mentioned many times. Because of two factors, turning into driveways has become hazardous - the speed limit and the four lanes. Even if a blinker is set the cars approaching from the rear do not slow down because they think that the turn will be made farther down the street. Several of the senior citizens in the Cottages also do not warn of turns early enough and their have been many close calls. Many of the residents would like to see a two lane driving area with a turn lane/ pedestrian/ Bus Stop lane at the curb side. Please consider this proposal along with the Speed Zone. Thank you very much.

Charlotte Brooker
2172 Woodlynn Avenue
Speaking for the Residents

if we needed to dig a seven foot deep hole for the whole deck and fill with two feet of sand and back fill or if we might be able to get by with putting in three foot cubic blocks of cement down under the far footings of the deck.

So the wood we purchased when the permit was granted is sitting in our garage (we didn't want \$3000 worth sitting anywhere) is starting to mold and will need to be sanded at least. We feel the city should do more for us, this is much more stress than anyone needs to build a deck, a deck they say must support more pounds per square inch than a house. They won't allow us to build not attaching to the house or even replace the deck we had. We know have a back yard full of holes, a patio door with a six foot drop, and two 14 month old daughters to try to keep away from both.

We would greatly appreciate any information or help you can provide for us in putting an end to this whole mess. We would like this matter brought before the City Council.

Thank you,

Mr. Dana C. Hebert

Mrs KM Hebert

Mr and Mrs. Dana Hebert

1189 Glendon

Mplwd, MN 55119

A PETITION TO REDUCE THE SPEED LIMIT ON WOODLYNN AVENUE FROM WHITE
BEAR AVENUE EAST TO MCKNIGHT ROAD _____

Because of increased housing causing more cars to enter and exit onto Woodlynn Avenue, increased pedestrian traffic, young children living in housing along the Avenue, and late night drag racing/ squealing at both Ariel and McKnight, the undersigned residents of Woodlynn Avenue request that the Maplewood Police Department decrease the speed from 40 MPH to 30 MPH. We also ask for further monitoring of traffic late at night since the road leads out of two bars and one pool hall which seem to generate traffic that speeds, revs engines, squeals to stops, and peals out from intersections, thus ruining the quiet of the night.

Richard Mehan 2144 Woodlynn Ave 777-8480
Lynette Fjellman, 1364 Jessie
Army 2080 Woodlynn 779-9177
Skirlee Doctor 2124 Woodlynn Ave. 773-0833
Chante Brooks 2172 Woodlynn Ave 777-4945
+ Gene Mammenga
Donald Young 2194 Woodlynn Ave. 773 0721
Alyce Young
Kari Johannessen 2154 Woodlynn 777-2644
Wendy L Bradley 2164 Woodlynn 770 1499
Marcy Sommerhauser 2184 Woodlynn 779 6109
Joan Regal 2206 Woodlynn Ave. 777-9237

Endorsed _____

Modified _____

Rejected _____

Date _____

July 1, 1990

To whom it may concern:

On May 16, 1990 Nick Carver granted us a permit for the plans we submitted on a new deck/screen porch. He told us he wanted to inspect the holes we dug for the footings before we poured any cement. On May 25, 1990 Mr. Carver told us our soil was inadequate to support any structure and was not going to approve anything at that time. He told us we needed to get the soil tested. On May 26, 1990 Mr Weber, the realtor of the development told us the soil was tested in 1976 or 1977. Nick checked our house file and no report was found.

We were advised to talk to Mr. Geoff Olson, maybe he could help us. He politely listened and said he couldn't help us and to talk to Marge Olhstrom. After talking to Mr. Carver saying the soil was bad, she tried to locate our permanent house file but couldn't and to give her another day. It had already been three weeks. She thought the houses were built on a sand pad and she would have Mr. Dwayne Grace call us. He was the original building inspector.

He called to say he had to go back in his memory but thought that some of the houses in this area were built on a pad. He also said he would have Marge Olhstrom do some digging because there should be some record of the plan of houses built on pads showing locations and sizes of these pads. We were not informed if these plans were found or yet our permanent house file.

Ms Olhstrom called to tell us she checked the six adjacent lots and found no record of any soil tests done but was going to send out Mr. Grace to look at the soil. To our knowledge, Mr. Grace stopped by on his way home on June 21, 1990. He told my mother he couldn't remember what was going on but thought some of the houses around there were built on pads and that he would try to get back that weekend. On June 28, 1990, Mr. Grace told us the soil was bad and we would need to get a soil engineer to tell us

if we needed to dig a seven foot deep hole for the whole deck and fill with two feet of sand and back fill or if we might be able to get by with putting in three foot cubic blocks of cement down under the far footings of the deck.

So the wood we purchased when the permit was granted is sitting in our garage (we didn't want \$3000 worth sitting anywhere) is starting to mold and will need to be sanded at least. We feel the city should do more for us, this is much more stress than anyone needs to build a deck, a deck they say must support more pounds per square inch than a house. They won't allow us to build not attaching to the house or even replace the deck we had. We know have a back yard full of holes, a patio door with a six foot drop, and two 14 month old daughters to try to keep away from both.

We would greatly appreciate any information or help you can provide for us in putting an end to this whole mess. We would like this matter brought before the City Council.

Thank you,

Mr. Dana C. Hebert
Mrs KM Hebert

Mr and Mrs. Dana Hebert

1189 Glendon

Mplwd, MN 55119

Action by Council:

Endorsed _____

Modified _____

Rejected _____

Date _____

M E M O R A N D U M

TO: City Manager
FROM: Assistant City Manager *Gretchen*
RE: CITY HALL FRONT DOOR SIGNAGE
DATE: July 2, 1990

At the request of the City Council, the following information was obtained about changes in the signage at the front door of City Hall.

REMOVAL OF "POLICE" ABOVE THE FRONT DOOR

The word "POLICE" can be removed. However, the aluminum panel needs replacing due to the mounting holes. The words "CITY HALL" would be centered and remounted.

Cost of replacement aluminum panel \$75

ADDITION OF A LOGO NEXT TO "CITY HALL"

Prices were obtained to manufacture and install a maple leaf next to the words "CITY HALL" above the front door. The leaf would be the same size as the letters. Prices varied depending on the material and colors.

Aluminum logo painted in one color	\$220
Aluminum logo with veins painted a separate color	\$330
Aluminum logo with veins routed and painted a separate color.	\$535
Acrylic logo painted one color	\$150

Delivery takes two weeks.

FRONT DOOR VINYL LETTERING

In the past, there has been some confusion for residents who need police services on the weekend or after office hours. To direct people to the proper City Hall entrance during those non-office hours, additional directions could be placed on the front door. The following words would be centered on one of the front glass doors in vinyl letters similar to what exists now.

OFFICE HOURS
8 - 4:30
MONDAY - FRIDAY

AFTER OFFICE HOURS
AND
WEEKENDS
POLICE - USE EAST ENTRANCE



The proposed cost of this lettering is \$32.

All installation work would be done by the City's building maintenance personnel.

MEMORANDUM

To: Michael A. McGuire, City Manager
From: Robert D. Odegard, Director of Parks & Recreation
Subj: Open Space and Wetlands
Date: June 19, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction

The City Council on April 9, 1990, passed a motion to refer the subject of Open Space to the Park and Recreation Commission for research and report back to the Council in 90 days with their recommendation.

The Park and Recreation Commission at their April 16th meeting decided to act as a committee of the whole to discuss Open Space. The committee met on April 30th; May 8th with Clif Aichinger, Ramsey/Washington Watershed District; and May 15th with Ken Haider, Public Works Director; and June 12th to prepare the attached report. Discussion was also a major part of the May 21st and June 18th Park and Recreation Commission meetings.

The attached report is for City Council information and the recommendation of the Park and Recreation Commission.

At the June 18th Park and Recreation Commission meeting, Commissioner Christianson made a motion to approve and send to the City Council the Committee Draft on Open Space; second by Commissioner Ewald; Ayes: All.

SUBJECT: OPEN SPACE

IT IS THE RECOMMENDATION OF THE PARK AND RECREATION COMMISSION THAT A NEW ADVISORY COMMISSION BE APPOINTED BY THE CITY COUNCIL AND IDENTIFIED AS:

OPEN SPACE AND WETLAND PRESERVATION COMMISSION

IT IS FURTHER RECOMMENDED THAT THIS COMMISSION CONSIST OF A MINIMUM OF 6 MEMBERS TO WORK DIRECTLY WITH STAFF OF THE PUBLIC WORKS DEPARTMENT IN CONNECTION WITH THE WATER MANAGEMENT PLAN AND WITH OTHER SPECIAL INTEREST GROUPS. IT IS ALSO RECOMMENDED THAT ONE MEMBER OF THE PARK AND RECREATION COMMISSION BE ASSIGNED TO THIS COMMISSION TO ASSIST IN COORDINATING THE ACTIVITIES OF THESE TWO GROUPS.

THE PURPOSE OF THE COMMISSION WOULD BE TO IDENTIFY ALL WETLANDS AND OPEN SPACE WITHIN THE CITY OF MAPLEWOOD AND TO ESTABLISH A SPECIFIC PLAN TO PRESERVE SUCH LANDS FOR FUTURE GENERATIONS.

A. THE PRIMARY GOAL WOULD BE TO IDENTIFY AND DEVELOP AN INVENTORY OF ALL OPEN SPACE AND WETLANDS THAT:

1. ARE NEEDED FOR FUTURE WATER MANAGEMENT PURPOSES;
2. WOULD BE NATURAL EXTENSIONS OF PRESENTLY-HELD PUBLIC SPACE SUCH AS PARKS, TRAILS, ETC.;
3. CONTAIN SPECIAL FEATURES SUCH AS WOODLANDS, PLAINS, OR NATURAL HABITATS FOR WILDLIFE AND VEGETATION, ETC.;

METHODS OF IDENTIFYING SUCH LANDS WOULD REQUIRE FIELD INSPECTIONS, REVIEW OF EXISTING MAPS OF OTHER GROUPS SUCH AS THE DNR, WATERSHED DISTRICT, ETC., AND NEW MAPPING PROCEDURES. (IT IS RECOMMENDED THAT SOME OF THE LOCAL COLLEGES BE CONTACTED TO SEE IF THIS WOULD BE OF INTEREST TO ANY STUDENT OR CLASS AS A PROJECT.)

B. ONCE IDENTIFIED, THESE LANDS WOULD NEED TO BE PRIORITIZED BY:

1. SECTORS OF THE CITY, INFLUENCED BY PRESENT, PAST AND FUTURE DEVELOPMENT PLANS
2. SIZE OF AREAS IDENTIFIED
3. TYPE OF LAND (WET - DRY)

- C. CONCURRENT WITH GOALS A & B, IT WOULD BE NECESSARY TO DEVELOP TWO BUDGETS. ONE FOR EXPENSES INVOLVED IN DEVELOPING THE PLAN AND ONE FOR IMPLEMENTING THE PLAN, INCLUDING ACQUISITION AND MANAGEMENT COSTS.
1. PLAN BUDGET - MILEAGE, MAPPING COSTS, MATERIALS, DRAFTING EXPENSES, COMPUTER COSTS, PER DIEMS
 2. ACQUISITION & MANAGEMENT BUDGET - APPRAISAL FEES, LEGAL FEES, LAND COSTS
- D. ONCE COSTS ARE ESTABLISHED, IT WILL BE NECESSARY TO IDENTIFY METHODS OF FUNDING THESE COSTS.
1. REFERENDUM/TAXES
 2. SEWER CHARGES/ASSESSMENTS
 3. TAX INCREMENT FINANCING
 4. GRANTS (FOUNDATIONS, MEMORIALS, CHARITABLE GAMBLING) AND OTHER DONATIONS

IN ADDITION, WE WOULD RECOMMEND THAT THESE COMMISSION MEMBERS BE PAID AT THE RATE OF \$5 PER HOUR UP TO A MAXIMUM OF \$50 PER MONTH FOR THE FIRST SIX MONTHS OF SERVICE AS THE START-UP TIME WILL REQUIRE SIGNIFICANT TIME COMMITMENT, ABOVE AND BEYOND THE NORMAL VOLUNTEER EXPECTATIONS. AFTER SIX MONTHS, THEY WILL CONTINUE ON A VOLUNTEER BASIS FOR AN ADDITIONAL 2.5 YEARS, AT WHICH TIME THEY WILL BE UP FOR RE-APPOINTMENT.

I-12

MEMORANDUM

Action by Council

To: Michael A. McGuire, City Manager
From: Robert D. Odegard, Director of Parks & Recreation
Subj: Erosion Control
Date: July 3, 1990

Endorsed _____
Modified _____
Rejected _____
Date _____

Background

At the City Council meeting of June 25th, the City Council requested additional information as to methods of erosion control for Playcrest, Sherwood, and Geranium Parks.

Background

I have reviewed with our Landscape Architect, Keith Wehrman, who has been in contact with the construction company as to methods of handling the present soil erosion, and they are recommending sodding as indicated in the Staff Report of June 15th. I have also met on site with Jaye Truax of Erosion Control Company and discussed the use of different types of erosion control blankets. I have also discussed informally with an engineer who lives in the Playcrest neighborhood regarding soil erosion problems, and he also now recommends sodding. I have discussed the possibilities of placing plastic turf flow piping underground - similar to what we have used at Geranium Park to remove water from an area and dispose of it through a sewer system. In my discussion regarding the use of Poly Felt Geotextiles as another method of soil erosion control, the costs appear to be more than sodding.

Recommendation

It is requested that the City Council approve a Change Order with Enebak Construction in the amount not to exceed \$12,600 for sod at Playcrest, Geranium, and Sherwood Parks. There is sufficient monies in this year's Park Development Account to cover this expenditure.

c: City Clerk