

AGENDA

MAPLEWOOD CITY COUNCIL
7:00 P.M., Monday, December 9, 1991
Council Chambers, Municipal Building
Meeting No. 91-24

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

D. APPROVAL OF MINUTES

1. Meeting No. 91 - 22 (November 25, 1991)
2. Meeting No. 91 - 23 (December 2, 1991)

EA. PROCLAMATION

1. Proclamation: Manager Tom Kelly and Minnesota Twins

E. APPROVAL OF AGENDA

F. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion on these items. If a member of the City Council wishes to discuss an item, that item will be removed from the Consent Agenda and will be considered separately.

1. Approval of Claims
2. Resolution - Economic Development
3. Budget Transfer - Water Fund
4. Certification of Tree Removal Cost
5. LeFebvre Easement Release
6. Conditional Use Permit: County Correctional Facility

G. PUBLIC HEARINGS

1. 7:00 p.m., 2702 Stillwater Rd and The Midvale Center _____
Land Use Plan (4 Votes) _____
Zoning Map Change (4 Votes) _____

H. AWARD OF BIDS

I. UNFINISHED BUSINESS

1. Parkside Fire Department's Request for Reimbursement_____
2. CDRB Appeal: U-Haul (2242 White Bear Ave.)_____
3. Code Change: Recycling Facilities (2nd Reading - 4 Votes)_____

J. NEW BUSINESS

1. Code Change: Building Separations in Town House Developments (1st Reading)_____
2. Rental Property Licensing and Inspection:
 - a. Inspection_____
 - b. Truth in Housing_____
 - c. Code Change (1st Reading)_____
3. Request for Donation: Senior Citizen Valentine Party_____
4. Ordinance to Increase Hydrant Charge Rates (1st Reading)_____
5. Ordinance to Increase Sewer Rates (1st Reading)_____
6. Increase in Ambulance Rates_____
7. Increase in License/Permit Fees and Service Charges_____

K. VISITOR PRESENTATIONS

L. COUNCIL PRESENTATIONS

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

M. ADMINISTRATIVE PRESENTATIONS

1. _____
2. _____

N. ADJOURNMENT

F. CONSENT AGENDA

Councilmember Carlson moved, seconded by Mayor Bastian; ayes - all, to approve the consent agenda items 1 thru 5 as recommended.

1. Approval of Claims

Approved the following claims:

<u>ACCOUNTS PAYABLE:</u>	\$ 489,705.03
	\$ 61,874.10
	\$ 551,579.13
<u>PAYROLL:</u>	\$ 190,955.20
	\$ 39,407.09
	\$ 230,362.29
	<u>\$ 781,941.42</u>

Checks #24877 - #24923
Dated 11- 4-91 thru 11-21-91
Checks #15323 - #15428
Dated 11-25-91
Total per attached voucher/check register
Payroll Checks dated 11- 8-91
Payroll Deductions
Total Payroll
GRAND TOTAL

2. Write-Off of Uncollectible Ambulance Bills for 1988

Approved writing off \$11,745.62 of ambulance bills from 1988 as uncollectible.

3. Budget Transfer Request: Building Maintenance

Approved the transfer of \$4,500 from the Contingency Account, 101-119-000-4910, to City Hall Repair and Maintenance of Buildings & Grounds, 101-110-000-4410, to cover expenditures the end of 1991.

4. Final Plat: Markfort 2nd Addition

Approved the final plat for Markfort 2nd Addition on Ripley Avenue, west of DeSoto Street.

5. Budget Transfer: Consulting Inspectors

Approved a budget transfer of \$36,130 from the contingency account to Account 101-703-000-4480 to cover the cost of bills from the City's consulting inspectors through the end of the year.

G. PUBLIC HEARINGS

1. 7:00 p.m.(7:05 p.m.), Street Vacation: Kenwood Lane, West of Arcade St.
 - a. Mayor Bastian convened the meeting for a public hearing regarding a request from Paul Johnson for vacation of Kenwood Lane, west of Arcade Street.
 - b. Manager McGuire presented the staff report.
 - c. Director of Community Development presented the specifics of the report.
 - d. Mayor Bastian stated the Planning Commission and Staff Reports are the same.
 - e. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Doris Johnson, 2361 Stillwater Avenue, owner of the property
 - f. Mayor Bastian closed the public hearing.
 - g. Councilmember Zappa introduced the following Resolution and moved its adoption:

91 - 11 - 146

VACATION RESOLUTION

WHEREAS, Paul Johnson applied for the vacation of the following described street:

The east 143 feet of Kenwood Lane lying west of the centerline of Arcade Street in the southeast 1/4 of the northeast 1/4 of Section 17, Township 29, Range 22 Ramsey County.

WHEREAS, the history of this vacation is as follows:

1. A majority of the property owners abutting this street signed a petition for this vacation;
2. The Planning Commission discussed this vacation on November 4, 1991. They recommended that the City Council approve this vacation.
3. The City Council held a public hearing on November 25, 1991. City staff published a notice in the Maplewood Review and sent notices to the abutting 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 from the City staff and Planning Commission.

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

The east 143 feet of the north 170 feet of the S.E. 1/4 of the N.E. 1/4 (subject to roads) and the south 115.5 feet of the north 285.5 feet of the east 150 feet of S.E. 1/4 of the N.E. 1/4 (subject to roads) in Section 17, Township 29, Range 22 (PIN 17-29-22-14-0084 and PIN 17-29-22-14-0071).

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

1. It is in the public interest.
2. The City does not need this right-of-way.
3. The adjoining properties have adequate street access.
4. The City Engineer believes that the City should not construct a street on this right-of-way because of the steep grade.

This vacation is subject to the retention of a public utility and access easement over the vacated right-of-way.

Seconded by Councilmember Carlson

Ayes - all (4)

2. 7:10 p.m. (7:10 p.m.), Street Vacation: Adele and Fenton Streets

- a. Mayor Bastian convened the meeting for a public hearing regarding a request from Dennis Campbell for a 20-foot-wide easement in the center (rather than over the east 30 feet) of the right-of-way for the public walkway easement.
- b. Manager McGuire presented the staff report.
- c. Director of Community Development Olson presented the specifics of the report.
- d. Mayor Bastian stated the Planning Commission report was in the packet.
- e. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Dennis Campbell, 1018 Glendon
- f. Mayor Bastian closed the public hearing.
- g. Councilmember Zappa introduced the following Resolution and moved its adoption:

91 - 11 - 147

VACATION RESOLUTION

WHEREAS, Dennis Campbell applied for the vacation of the following-described street:

The 100 feet of Adele Street right-of-way lying south of the center line of the Fenton Street right-of-way in Section 16, Township 29, Range 22.

WHEREAS, the history of this vacation is as follows:

1. A majority of the property owners abutting this street signed a petition for this vacation;
2. The Planning Commission discussed this vacation on October 21, 1991. They recommended that the City Council approve this vacation.

3. The City Council held a public hearing on November 25, 1991. City staff published a notice in the Maplewood Review and sent notices to the abutting 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 from the City staff and Planning Commission.

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

Lots 11 and 12, Block 5, Kavanagh and Dawsons Addition and subject to Frost and Adele Avenues, the 200 feet of part of government Lot 2 north of abandoned road in Section 16, Township 29, Range 22 (PIN 16-29-22-31-0001).

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

1. It is in the public interest.
2. The City has no plans to build a street on this right-of-way.
3. The adjoining properties have adequate street access.
4. The City Engineer believes that the City should not construct a street on this part of the Adele Street right-of-way because of the steep grade.

This vacation is subject to the retention of a public walkway and utility easement over the east 30 feet of the right-of-way.

Seconded by Councilmember Carlson

Ayes - all (4)

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

91 - 11 - 148

VACATION RESOLUTION

WHEREAS, Dennis Campbell applied for the vacation of the following-described street:

The South 30 feet of the West 40 feet of the Fenton Street right-of-way lying south of the center line of the Fenton Street right-of-way lying east of Adele Street.

WHEREAS, the history of this vacation is as follows:

1. A majority of the property owners abutting this street signed a petition for this vacation;
2. The Planning Commission discussed this vacation on October 21, 1991. They recommended that the City Council approve

this vacation.

3. The City Council held a public hearing on November 25, 1991. City staff published a notice in the Maplewood Review and sent notices to the abutting 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 from the City staff and Planning Commission.

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

Lots 11 and 12, Block 5, Kavanagh and Dawsons Addition
Section 16, Township 29, Range 22 (PIN 16-29-22-31-0001).

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

1. It is in the public interest.
2. The City has no plans to build a street on this right-of-way.
3. The adjoining properties have adequate street access.

Seconded by Councilmember Carlson

Ayes - all (4)

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

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

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

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

Conditions for preliminary plat approval:

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

consistent with the Ramsey Soil and Water Conservation District Erosion and Sediment Control Handbook.

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

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

Seconded by Councilmember Zappa

Ayes - all (4)

4. 7:30 p.m. (7:48 p.m.), Conditional Use Permit: County Correctional Facility

- a. Mayor Bastian convened the meeting for a public hearing regarding .
- b. Manager McGuire presented the staff report.
- c. Director of Community Development Olson presented the specifics of the report.
- d. Mayor Bastian stated the Planning Commission and Community Design Review Board reports were in the packet.
- e. Mayor Bastian opened the public hearing, calling for proponents or opponents. The following persons were heard:

Joan Fabian, Director of Ramsey County Corrections
Jim Bruton, Superintendent of the Ramsey County Correction Facility
Harley Nelson, Ramsey County Assistant Director of Corrections

- f. Mayor Bastian closed the public hearing.
- g. Councilmember Zappa moved preliminary approval of the conditional use permit for a public correctional facility at 297 South Century Avenue with the following recommendations as amended (below) with direction to staff to prepare changes and bring back to Council on the Consent Agenda December 9:

1. All construction shall follow the site plan, date-stamped November 4, 1991. The City Council may approve major changes, after a public hearing and recommendation from the Community Design Review Board. The Director of Community Development may approve minor changes.
2. The County shall inform the City of the following:
 - a. If the percentage of felons increases above 29% of the inmates or if the percentage of gross misdemeanors increases above 33% of the inmates.
 - b. Any applications for a license for the facility that increases the maximum number of inmates above 293.
 - c. If the daily population exceeds the County's license for more than 21 (twenty-one) consecutive days.

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

3. The City Council shall review this permit one year from the date occupancy of the addition is approved.
4. The County Corrections Department shall file an annual report with the City Manager breaking down the average annual population (i.e., misdemeanor, gross misdemeanor, felony) in the annual average population.
5. At the present time the farm operation is not posing a threat to the health, safety or welfare of the surrounding land uses, but shall be considered in future hearings on this matter if it changes.

Seconded by Mayor Bastian

Ayes - all (4)

H. AWARD OF BIDS

None

I. UNFINISHED BUSINESS

1. Conditional Use Permit: Compost Site

- a. Manager McGuire presented the staff report.
- b. Director of Community Development Olson presented the specifics of the report.
- c. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. The following were heard:

Norm Schiferl, Program Analyst, Ramsey County Division of Solid Waste
Ralph Sletten, 2747 No. Clarence

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

91 - 11 - 149

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, the Director of Community Development applied for a conditional use permit for operating a public compost site.

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

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

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

1. The Planning Commission discussed this application on October 7, 1991. They recommended that the City Council approve said permit.
2. The City Council held a public hearing on November 25, 1991. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

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

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

Approval is subject to the following conditions:

1. The site may be open to the public between March 24 and December 6 of each year.
2. The site may be open to the public between the hours of 9:00 a.m. and 8:00 p.m.
3. The County shall provide at least one monitor at the site for all hours that it is open to the public. If the city or County determines there is a need for more site monitoring, the County shall assure that the site has adequate monitoring.
4. The site shall accept only the following materials: garden waste, lawn cuttings, weeds, prunings of soft bodied plants, leaves along with materials like pine cones, fruit and small twigs that people pick up with their yard waste.
5. The City prohibits the dumping or storing of the following materials: wood chips, brush and branches, garbage or refuse and the site.
6. The County shall have the grass clippings removed from the site as often as necessary to prevent odors.
7. The City Council shall review this permit in five years.

Seconded by Councilmember Carlson Ayes - all (4)

- e. Councilmember Juker moved to direct staff to investigate pending legal action with Woodbury Compost Site.

Seconded by Councilmember Carlson Ayes - all (4)

Mayor Bastian called a 5-minute recess.

Mayor Bastian reconvened the meeting at 9:02 p.m.

J. NEW BUSINESS

1. Sign Plan Review: Crown Plaza Center

- a. Manager McGuire presented the staff report.
- b. Director of Community Development Olson presented the specifics of the report.
- c. Board Member Robinson presented the Community Design Review Board report.
- d. Mayor Bastian asked if anyone wished to speak before the Council regarding this matter. The following was heard:

Colleen Pearson, Property Manager

- e. Mayor Bastian moved to approve a third tenant-identification pylon sign at Crown Plaze based on the findings and the Community Design Review Board recommendation.

Seconded by Councilmember Zappa Ayes - all (4)

2. CDRB Appeal: U-Haul (2242 White Bear Avenue)

- a. Councilmember Juker presented the staff report.
- b. Board Member Robinson presented the Community Design Review Board report.
- c. Councilmember Juker moved to table this item until a full Council is present on December 9, 1991.

Seconded by Councilmember Zappa

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

3. Recycling Contract

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

Michael Hines, Gopher Disposal

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

91 - 11 - 150

**RESOLUTION APPROVING CONTRACT AGREEMENT BETWEEN
 CITY OF MAPLEWOOD AND GOPHER RECYCLING, INC.
 FOR RECYCLING SERVICES**

This Agreement is made this 2nd day of December, 1991, between the City of Maplewood (hereinafter City) and Gopher Recycling, Inc. (hereafter Contractor).

WITNESSETH:

WHEREAS, the City supports curbside recycling and desires that it be available to its residents; and

WHEREAS, the City supports curbside recycling as part of an overall landfill abatement program; and

WHEREAS, Ramsey County has funding available for curbside recycling; and

WHEREAS, the Contractor has submitted a proposal for curbside recycling to the City;

NOW, THEREFORE, the City and Contractor mutually agree as follows, in consideration of the mutual promises and covenants contained herein;

1. DEFINITIONS

- a. "Service Area" means the City of Maplewood.
- b. "Recyclable Materials" means newsprint, glass, mixed aluminum and bimetal beverage containers, other aluminum, tin food cans, and other materials as mutually agreed upon by the City and the Contractor.
- c. "Recycling Collection" means the taking up of all recyclable materials accumulated at all single-family and multi-family residential properties, and the transporting of the recyclable materials to a specified processing site or market.

2. PAYMENT

- a. The City will compensate the Contractor for the collection of recyclable materials from residential units as described in Section 3.
- b. The City shall reimburse the Contractor on a monthly basis at a rate of \$88 per ton of recyclable materials collected. Gopher's charges for picking up materials under this contract may be changed on a yearly basis, based upon increases in operating costs for Gopher, by Gopher giving to the City written notice of such change, and the City agreeing to the change. If the City and Gopher do not mutually agree on the price change within 60 days of the notice of change, Gopher or the City may elect to terminate this agreement without penalty or impediment.
- c. The Contractor must invoice the City monthly, and indicate tonnages of each material recycled from the area for the billing period. Truck scale receipts for all materials must be attached to the invoice.
- d. The City will provide the Contractor with maps of the City, noting areas for recycling collection and areas where recycling collection is not desired and/or necessary.
- e. Any dispute, controversy, or claim on any matter relating to this Contract shall be settled by arbitration in accordance with the commercial arbitration rules of the American Arbitration Association. Either party may demand arbitration by written notice to the other. Any dispute or claim shall be submitted to arbitration within fifteen (15) days. The arbitration shall be final and binding.

3. OBLIGATIONS - CONTRACTORS

a. Service

The Contractor shall provide every other week collection services for all recyclable materials on the same day as regular garbage collection.

b. Contractor's Operation

The Contractor shall establish and maintain, in a location approved by the City, an office with continuous supervision for accepting complaints and customer calls. The office shall be in service with continuous supervision during the hours at 7 a.m. until 5 p.m. on all days of collection as specified in this Agreement. The address and telephone numbers of such office, and ten (10) days prior notice of changes therein, shall be given to the City in writing. The address of this office as of the execution of the contract is 1375 7th Street, Newport, MN 55055. The telephone number is 459-6377.

c. Collection

- c-1 The Contractor shall collect all recyclable materials every other week on the days corresponding to City garbage collection days.
- c-2 Complaints on service will be taken and collected by the City and the Contractor. The City will notify the Contractor of all complaints it receives. The Contractor is responsible for all corrective actions. All complaints shall be answered by the Contractor courteously and promptly.
- c-3 Whenever the City or a resident notifies the Contractor of locations which have not received scheduled service, the Contractor is required to service such locations by 7 p.m. the following day.

c-4 Recyclable materials shall be prepared as follows:

Newsprint and non-glossy paper: placed in paper bags or tied in bundles.

Glass: rinsed and placed in paper bags or cardboard boxes. White glass separated from colored glass with rings and covers removed.

Metal Cans: rinsed and placed in paper bags or cardboard boxes.

Scrap Metal: 2 feet by 2 feet or smaller

Oil: in plastic containers

Batteries

Plastic milk bottles, beverage bottles, and soap bottles

Corrugated cardboard

Anti-freeze

c-5 The City and Gopher may mutually agree to amend the list of materials that Gopher will collect under this Agreement.

c-6 Containers in which recyclable materials have been stored shall be placed on the curbside in front of the residents' property by 6:30 a.m. on the scheduled day of collection.

c-7 All recyclable materials placed for collection shall be owned by and be the responsibility of the occupants of residential properties until they are handled by the Contractor. Upon collection of the containers and recyclable materials by the Contractor, the recyclable materials become the property and responsibility of the Contractor.

c-8 Recyclable materials deemed unacceptable by the Contractor, according to the preparation procedures in Subsection c-4, shall be collected on the first occurrence by the Contractor. Each time materials are incorrectly prepared, the Contractor shall leave at the residence written notice forms which explain why materials were not collected. Subsequent materials may be rejected; however, this shall be reported to the City.

c-9 The Contractor shall not landfill, incinerate, or make fuel pellets out of the recyclable materials.

c-10 The Contractor's employees shall leave for the residents' reuse any containers marked SAVE. These containers, once emptied, shall be returned to the curbside. Any spills will be cleaned up immediately.

d. Vehicles

d-1 The Contractor's vehicles shall be marked with the name of the Contractor.

d-2 The Contractor shall maintain all trucks and equipment in good working condition. The Contractor's trucks shall be clean and aesthetically pleasing.

4. TERM

The term of this Agreement shall be for one year from January 1, 1992 to December 31, 1992 and shall be renewed for four (4) successive one (1) year terms without further

action or notice by the parties.

5. CANCELLATION

Either party may cancel this Agreement at any time upon thirty (30) days written notice to the other party. In such event of termination, the Contractor shall be entitled to reimbursement for those expenses incurred up to the termination date, provided the expenses have been incurred by only providing the services in Section 3.

6. DEFAULT

Any of the following shall constitute default on the part of the Contractor:

- a. The failure of the Contractor to provide service in a manner consistent with Section 3.
- b. Falsifying any records of information required under this Agreement, and/or failure to supply the information required in Subsection 2-c above.

7. GENERAL CONDITIONS

a. All services and duties performed by the Contractor pursuant to this Agreement shall be performed to the satisfaction of the City, and in accordance with all applicable Federal, State, and local laws, ordinances, rules and regulations as a condition of payment. Contractor agrees to comply with Minnesota Statutes 181.59, relating to nondiscrimination.

b. The Contractor shall post an unrestricted letter of credit with the City Clerk of not less than \$21,000, to be made available to the City in the event of the Contractor's inability to execute the Contractor's obligations set forth by this Contract.

c. The Contractor must obtain the following insurance coverage with these minimum levels of coverage:

Vehicle Liability	\$600,000/600,000	
Property Damage		\$100,000
General Liability		\$600,000
Statutory Workers' Compensation Insurance.		

d. The Contractor shall at all times be an independent contractor, and shall not be the employee of the City for any purpose. The City shall not be responsible for the payment of any taxes, either Federal or State, on behalf of the Contractor, nor shall the City be responsible for any fringe benefits. No Civil Service or other rights of employment will be acquired by virtue of Contractor's services.

e. The Contractor agrees to defend, hold harmless, and pay, on behalf of the City and its officials, agents, and employees, from any and all liability, loss, or damage they may suffer as a result of demand, claims, judgments, or costs, arising out of or related to the Contractor's negligent actions, or failure to act in performance of this Agreement.

f. All data collected, created, received, maintained, or disseminated for any purpose in the course of this Agreement, is governed by the Minnesota Governmental Data Practices Act, Minnesota Statutes Chapter 13 (1984), or any other applicable State Statute, any State rules adopted to implement the act, as well as Federal regulations on data privacy. The City agrees to abide by these statutes, rules, and regulations.

g. All books, records, documents, and accounting procedures and practices of the Contractor relative to this Agreement are subject to examination by the City, the County, and the State Auditor, as appropriate, in accordance with the provisions of

Minnesota Statute 16B.06, Subd. 4 (1984).

- h. Any amendments to this Agreement shall be valid only when reduced to writing, and duly signed by the parties.

Seconded by Councilmember Carlson

Ayes - all (4)

4. Request to Appear Before Council: North Maplewood Lions

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

Clair Haider, Maplewood Lions
Terry McGill, 2680 White Bear Ave., Accountant

- c. Councilmember Zappa moved to table pending further staff report within 45 days.

Seconded by Mayor Bastian

Ayes - all (4)

5. Pleasantview Park Survey

- a. Manager McGuire presented the staff report.
- b. Commissioner Jeff Carver presented the Park and Recreation Commission report.
- c. Mayor Bastian moved to approve staff recommendation to interview for a Landscape Architect to design Pleasantview Park (per the approved Park Planning Process); and future funding for the Landscape Architect is included in the Capital Improvement Plan.

Seconded by Councilmember Carlson

Ayes - all (4)

6. Reconsideration: Knowlan's

- a. Manager McGuire presented the staff report.
- b. Councilmember Juker moved to reconsider the Knowlan's Land Use and Zoning proposal and place it on the December 9, 1991 meeting.

Seconded by Councilmember Zappa

Ayes - all (4)

K. VISITOR PRESENTATIONS

None

L. COUNCIL PRESENTATIONS

1. Mailboxes

- a. Mayor Bastian stated he has received calls from residents that their mailboxes were knocked down by the personnel plowing snow (especially on Woodlynn).

M. ADMINISTRATIVE PRESENTATIONS

None

N. ADJOURNMENT OF MEETING

Meeting adjourned at 10:18 p.m.

Lucille E. Aurelius
City Clerk

- e. Mayor Bastian moved amendment of the Proposed 1992 Budget by the transfer of \$4,600 in the Recycling Program Fund (for a special "Recycling" issue of Maplewood-in-Motion) to the Contingency Account.

Seconded by Councilmember Rossbach

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

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- f. Councilmember Zappa moved deletion of \$3,000 from the General Fund which was requested for the Older-Adult Home-Share Program.

Seconded by Councilmember Juker

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

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

91 - 12 - 151

RESOLUTION ADOPTING A BUDGET FOR 1992

BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that a budget for 1992 is hereby adopted as outlined in the following summary:

	<u>OPERATING BUDGET</u>	<u>CAPITAL IMPROVEMENTS BUDGET</u>	<u>DEBT SERVICE BUDGET</u>
Estimated Balances 01/01/92	\$ 7,446,618	\$ 2,829,529	\$ 7,563,528
Revenues	16,397,595	4,279,720	2,152,943
Net other increases (decreases)	162,940	2,523,570	614,020
Expenditures	<u>16,220,490</u>	<u>10,913,510</u>	<u>3,480,355</u>
Estimated Balances 12/31/92	\$ 7,786,663	\$(1,280,691)	\$ 6,850,136

BE IT FURTHER RESOLVED that the following appropriations are hereby approved for the 1992 Operating Budget:

GENERAL FUND:	\$ 1,394,350	General Government
	405,420	Finance
	358,080	City Clerk
	4,430,520	Public Safety
	1,708,940	Public Works
	1,217,570	Parks and Recreation
	582,060	Community Development
	<u>\$10,096,940</u>	GENERAL FUND TOTAL

HYDRANT CHARGE FUND:	118,230	Public Works
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DENTAL SELF-INSURANCE FUND:	41,470	General Government
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RECYCLING FUND:	184,180	Community Development
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HAZARDOUS MATERIALS FUND:	141,980	General Government
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CHARITABLE GAMBLING TAX:	80	General Government
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SEWER FUND:	260,490	City Clerk
	2,695,920	Public Works

V.E.M. FUND:	365,080	Public Works
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DATA PROCESSING FUND:	233,870	General Government
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PAYROLL BENEFITS FUND:		
	<u>2,082,250</u>	General Government

\$16,220,490	TOTAL OPERATING BUDGET APPROPRIATIONS
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BE IT FURTHER RESOLVED that the following appropriations are hereby approved for the 1992 Capital Improvements Budget:

CAPITAL IMPROVEMENTS PROJECT FUND:

\$ 119,720	Debt Service
4,970	Audit Fees
<u>170</u>	Investment Management Fees
124,860	

PARK DEVELOPMENT FUND:

100,000	Park Improvements
5,291,500	Proposed Community Center
5,820	Audit Fees
<u>2,380</u>	Investment Management Fees
5,399,700	

STREET CONSTRUCTION STATE AID FUND:

80,000	Street Overlay and Sealcoating Program
220	Audit Fees
<u>200</u>	Investment Management Fees
80,420	

WATER AVAILABILITY CHARGE FUND:

2,790	Investment Management Fees
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TAX INCREMENT NO. 1 FUND:

2,860	Investment Management Fees
<u>29,090</u>	Administrative Charges - General Fund
31,950	

TAX INCREMENT NO. 2 FUND:

15,000	Bond Issuance Costs
140	Investment Management Fees
<u>62,650</u>	Administrative Charges - General Fund
77,790	

PUBLIC IMPROVEMENT PROJECTS:

<u>5,196,000</u>	Public Works Projects
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\$10,913,510

TOTAL CAPITAL IMPROVEMENTS BUDGET
APPROPRIATIONS

BE IT FURTHER RESOLVED that the Finance Director shall establish a budget for each public improvement project when the Council orders the project and that the budget amounts shall be recorded at amounts specified in the feasibility study for the project.

BE IT FURTHER RESOLVED that the following appropriations are hereby approved for the 1992 Debt Service Budget:

\$ 1,945,000	Principal
1,486,365	Interest
10,895	Paying Agent Fees
17,500	Interest - Interfund Loans
<u>20,595</u>	Investment Management Fee
\$ 3,480,355	TOTAL DEBT SERVICE BUDGET APPROPRIATIONS

BE IT FURTHER RESOLVED that the above budgets for Governmental Funds are hereby adopted for financial reporting and management control.

BE IT FURTHER RESOLVED that the above budgets for all other funds are hereby adopted for management purposes only.

BE IT FURTHER RESOLVED that the transfer of appropriations among the various accounts within a department budget or within a non-departmental expense category, within a fund, shall only require the approval of the City Manager.

BE IT FURTHER RESOLVED that all appropriations which are not encumbered or expended at the end of the fiscal year shall lapse and shall become part of the unencumbered fund balance which may be appropriated for the next fiscal year except appropriations for capital improvement projects which shall not lapse until the project is completed or cancelled by the City Council.

Seconded by XX XX

Ayes - ?? ??

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

91 - 12 - 152

RESOLUTION CERTIFYING TAXES PAYABLE IN 1992

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

1. The following amounts of taxes be levied for 1991, payable in 1992, upon the taxable property in said City of Maplewood, for the following purposes:

General Operations	\$6,433,690
Debt Service	<u>730,700</u>
TOTAL LEVY	\$7,164,390

2. There is on hand in the following sinking funds excess amounts as indicated after each fund and such shall be used to pay on the appropriate obligations of the City:

DESCRIPTION

1972	General Obligation Improvement Bonds: Series 1	\$ 40,000
1973	General Obligation Improvement Bonds	130,400
1977	General Obligation Improvement Bonds: Series 1	28,000
1977	General Obligation Improvement Bonds: Series 2	343,000
1977	Refunding Bonds	32,400
1979	General Obligation Improvement Bonds	27,300
1977	Public Works Building Bonds	1,000
1988	General Obligation Improvement Bonds	261,151
1989	General Obligation Improvements Bonds	2,880
1989	Tax Exempt Tax Increment Bonds	82,600
1990	General Obligation Improvement Bonds	<u>13,940</u>
	TOTAL	\$ 962,671

In accordance with Minnesota Statutes 475.61 and 273.13, Subd. 19 (3), (a), (b), (c), and Chapter 297a and Chapter 162 of Minnesota Statutes, the County Auditor of Ramsey County is hereby authorized and directed to reduce by the amounts above mentioned the tax that would otherwise be included in the rolls for the Year 1991 and collectible in 1992.

3. It has been determined that the following sinking funds have insufficient projected assets to meet projected liabilities, as required by State Statute, and the original resolution levying ad-valorem taxes must be increased by the following amounts:

1967	General Obligation Sanitary Sewer Bonds	7,200
1972	General Obligation Improvement Bonds: Series 2	\$ 500
1974	Refunding bonds	39,000
	TOTAL	<u>\$ 46,700</u>

4. Changes set forth in sections two (2) and three (3) above result in a net reduction of \$915,971 in the scheduled levy of \$1,646,671.

Seconded by Councilmember Carlson

Ayes - all

F. COUNCIL PRESENTATIONS

None

G. ADMINISTRATIVE PRESENTATIONS

1. Replacement of Finance Secretary

- a. A replacement is needed for the current secretary in the Finance Department who is being promoted into the position of Secretary to the City Manager.
- b. Councilmember Zappa moved to authorize the replacement of the Finance Secretary.

Seconded by Councilmember Carlson

Ayes - Mayor Bastian,
Councilmembers Carlson,
Rossbach, Zappa

Nays - Councilmember Juker

N. ADJOURNMENT OF MEETING

Meeting adjourned at 8:48 p.m.

Lucille E. Aurelius
City Clerk

AGENDA REPORT

TO: City Manager
 FROM: Finance Director *Daust*
 RE: APPROVAL OF CLAIMS
 DATE: December 2, 1991

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

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

ACCOUNTS PAYABLE:

\$ 1,212,167.03	Checks # 24924 thru # 24991 Dated 11-13-91 thru 11-27-91
<u>\$ 250,198.04</u>	Checks # 15436 thru # 15543 Dated 12-09-91
\$ 1,462,365.07	Total per attached voucher/check register

PAYROLL:

\$ 205,705.01	Payroll Checks dated 11-22-91
<u>\$ 39,374.64</u>	Payroll Deductions dated 11-22-91
\$ 245,079.65	Total Payroll
\$ 1,707,444.72	GRAND TOTAL

Attached is a detailed listing of these claims.

tmc

Attachments

VOUCHREG
11/27/91 13:29

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 11

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
24924	541400	11/13/91	MINN. STATE TREASURER	LICENSE	19,005.17	19,005.17
24925	541400	11/13/91	MINN. STATE TREASURER	LICENSE	711.50	711.50
24926	661750	11/13/91	NORTHERN STATES POWER	UTILITIES	2,935.68	2,935.68
24927	091440	11/13/91	BROWN AND CRIS, INC.	AWARDED CONSTR CONT 90-07	563,061.32	563,061.32
24928	140400	11/14/91	CLERK OF DISTRICT COURT	COUNTY FILING FEES	94.00	94.00
24929	541400	11/14/91	MINN. STATE TREASURER	LICENSE	12,154.00	12,154.00
24930	541400	11/14/91	MINN. STATE TREASURER	LICENSE	240.50	240.50
24931	460520	11/15/91	LEAGUE OF MN CITIES	TRAVEL & TRAINING	40.00	
				TRAVEL & TRAINING	40.00	80.00
24932	470700	11/15/91	LILLIE SUBURBAN NEWSPAPERS	PUBLISHING	367.38	
				LEGAL & FISCAL	63.94	
				PUBLISHING	541.97	
				LEGAL & FISCAL	53.28	
				LEGAL & FISCAL	46.18	
				PUBLISHING	494.78	
				LEGAL & FISCAL	35.52	
				LEGAL & FISCAL	7.61	
				LEGAL & FISCAL	33.49	
				LEGAL & FISCAL	33.49	
				LEGAL & FISCAL	35.01	1,712.65
24933	541400	11/15/91	MINN. STATE TREASURER	LICENSE	10,320.53	10,320.53
24934	541400	11/15/91	MINN. STATE TREASURER	LICENSE	943.00	943.00
24935	190400	11/15/91	DEPT. OF NATURAL RESOURCES	DNR LICENSE	681.00	681.00
24936	541400	11/18/91	MINN. STATE TREASURER	LICENSE	801.00	801.00
24937	541400	11/18/91	MINN. STATE TREASURER	LICENSE	14,771.50	14,771.50
24938	260675	11/18/91	FIFTH GENERATION SYSTEMS INC	SUPPLIES-EQUIP	49.00	49.00
24939	180135	11/18/91	D.P.M.A. NORTHWEST CHAPER	TRAVEL & TRAINING	23.00	23.00
24940	401600	11/18/91	JOHNSON, PAUL D	REFUND-APPL FEE-DESIGN REVIEW	109.00	109.00
24941	260125	11/18/91	F.M.FRATTALONE INC.	AWARDED CONSTR CONT 88-12	115,331.90	115,331.90
24942	720766	11/18/91	PREFERRED BUILDERS	REFUND-GRADING ESCROW	1,000.00	
				INTEREST	10.00	1,010.00
24943	290100	11/19/91	FREBERG, RONALD	VACATION CHECK	915.58	915.58

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 11

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
24944	541400	11/19/91	MINN. STATE TREASURER	LICENSE	9,982.41	9,982.41
24945	541400	11/19/91	MINN. STATE TREASURER	LICENSE	508.00	508.00
24946	540900	11/19/91	MINN. G.F.O.A.	TRAVEL & TRAINING	10.00	
				TRAVEL & TRAINING	30.00	40.00
24947	461200	11/19/91	LESLIE PAPER	SUPPLIES-OFFICE	217.83	
				SUPPLIES-OFFICE	24.31	
				SUPPLIES-OFFICE	182.21	
				SUPPLIES-OFFICE	611.62	
				SUPPLIES-OFFICE	393.03	
				SUPPLIES-OFFICE	176.43	
				SUPPLIES-OFFICE	591.16	
				SUPPLIES-OFFICE	416.41	2,613.00
24948	230901	11/19/91	EASTMAN KODAK CREDIT CORP.	DUPL COSTS	351.07	
				DUPL COSTS	39.01	
				DUPL COSTS	327.67	
				DUPL COSTS	1,045.41	
				DUPL COSTS	269.15	
				DUPL COSTS	390.08	
				DUPL COSTS	901.09	
				DUPL COSTS	577.32	3,900.80
24949	660905	11/19/91	NORTH STAR WIPER & INDUSTRIAL	SUPPLIES-JANITORIAL	188.00	188.00
24950	230900	11/19/91	EASTMAN KODAK COMPANY	SUPPLIES-OFFICE	60.50	
				SUPPLIES-OFFICE	7.47	
				SUPPLIES-OFFICE	48.23	
				SUPPLIES-OFFICE	165.61	
				SUPPLIES-OFFICE	46.87	
				SUPPLIES-OFFICE	55.25	
				SUPPLIES-OFFICE	152.63	
				SUPPLIES-OFFICE	112.64	649.20
24951	230900	11/19/91	EASTMAN KODAK COMPANY	SUPPLIES-OFFICE	32.38	
				SUPPLIES-OFFICE	2.06	
				SUPPLIES-OFFICE	24.65	
				SUPPLIES-OFFICE	60.71	
				SUPPLIES-OFFICE	25.93	
				SUPPLIES-OFFICE	24.15	
				SUPPLIES-OFFICE	92.48	
				SUPPLIES-OFFICE	49.64	312.00
24952	230900	11/19/91	EASTMAN KODAK COMPANY	DUPL COSTS	316.53	
				DUPL COSTS	37.44	
				DUPL COSTS	251.87	
				DUPL COSTS	867.92	
				DUPL COSTS	251.87	
				DUPL COSTS	289.30	

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CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 11

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				DUPL COSTS	799.84	
				DUPL COSTS	588.82	3,403.59
24953	750900	11/20/91	RENT ALL MINNESOTA	OUTSIDE RENTAL-EQUIP	131.09	131.09
24954	231675	11/20/91	EIBENSTEINER, MARCEL &	DEPOSITS PAYABLE	68,431.64	68,431.64
24955	541400	11/20/91	MINN. STATE TREASURER	LICENSE	10,175.75	10,175.75
24956	541400	11/20/91	MINN. STATE TREASURER	LICENSE	442.00	442.00
24957	140400	11/21/91	CLERK OF DISTRICT COURT	CNTY DRIVERS LIC.	127.50	127.50
24958	722200	11/21/91	PUBLIC EMPLOYEE	LIFE INS.	273.00	273.00
24959	551325	11/21/91	MN PETROLEUM SERVICE	EQUIPMENT PURCHASED	116,771.00	116,771.00
24960	541400	11/21/91	MINN. STATE TREASURER	STATE DRIVERS LIC.	209.00	209.00
24961	541400	11/21/91	MINN. STATE TREASURER	MOTOR VEH LIC.	16,318.80	16,318.80
24962	722200	11/21/91	PUBLIC EMPLOYEE	PERA DEDUCTION	10,800.43	
				PERA CONTRIBUTION	14,005.27	24,805.70
24963	880850	11/21/91	TRW/RECEIVABLES MANAGEMENT SER	REFUN D COLLEC ION	138.00	138.00
24964	250475	11/22/91	EVERYTHING FOR THE OFFICE	MISC. COMMODITIES	30.00	30.00
24965	190400	11/22/91	DEPT. OF NATURAL RESOURSES	DNR LICENSE	88.00	88.00
24966	190400	11/22/91	DEPT. OF NATURAL RESOURSES	DNR LICENSE	777.00	777.00
24967	790173	11/22/91	SCHREIBER MULLANEY CONSTUCTION	SCHREIBER MULLANEY CONSTRUCTIO	5,400.00	5,400.00
24968	150800	11/22/91	COMMISSIONER OF REVENUE	DUE TO OTHER GOVT.	147.22	147.22
24969	541400	11/22/91	MINN. STATE TREASURER	STATE DRIVERS LIC.	728.50	728.50
24970	541400	11/22/91	MINN. STATE TREASURER	MOTOR VEH LIC.	11,082.92	11,082.92
24971	660075	11/22/91	NORTH ST PAUL CITY OF	UTILITIES	4.13	
				UTILITIES	180.43	
				UTILITIES	76.75	
				UTILITIES	64.81	
				UTILITIES	7.17	
				UTILITIES	103.42	
				UTILITIES	40.36	
				UTILITIES	74.43	
				UTILITIES	7.72	
24972	181200	11/22/91	DANNER INC.	CONTRACT PYM.	73,055.25	559.22

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 11

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				CONTRACTS PBL.	3,652.76-	69,402.49
24973	541400	11/25/91	MINN. STATE TREASURER	LICENSE	557.00	557.00
24974	541400	11/25/91	MINN. STATE TREASURER	LICENSE	13,229.00	13,229.00
24975	531650	11/25/91	METRO WASTE CONTROL COMMISSN	DEPOSITS PAYABLE SAC RETAINER	16,900.00 169.00-	16,731.00
24976	640575	11/25/91	NELSON, JUDD E	REFUND-DEVELOPER CHARGES	1,540.00	1,540.00
24977	662600	11/25/91	NORWEST INVESTMENTS SERVICES	PRINCIPAL PAYMENTS INTEREST PAYMENTS	4,674.52 362.04	5,036.56
24978	862105	11/25/91	THE BANK OF ST. PAUL	FICA PAYABLE FED INC TAX PAY FICA CONTRIBUTIONS	9,162.14 24,145.07 9,162.14	42,469.35
24979	560100	11/25/91	MN STATE COMMISSIONER	STATE INC TAX PAY	9,558.60	9,558.60
24980	943500	11/25/91	WISCONSIN DEPT. OF REVENUE	STATE INC TAX PAY	127.78	127.78
24981	310710	11/26/91	GOPHER STATE ONE-CALL, INC.	FEES FOR SERVICE	22.50	22.50
24982	390705	11/26/91	INSTITUTE FOR EARTH EDUCATION	BOOKS	20.95	20.95
24983	541400	11/26/91	MINN. STATE TREASURER	LICENSE	10,041.02	10,041.02
24984	541400	11/26/91	MINN. STATE TREASURER	LICENSE	357.00	357.00
24985	541440	11/26/91	MINN. STATE TREASURER STAX	SURTAX PAYABLE SURTAX RETAINER	2,453.58 49.07-	2,404.51
24986	140400	11/26/91	CLERK OF DISTRICT COURT	COUNTY FILING FEES	92.50	92.50
24987	350875	11/27/91	HOFFMAN CORNER OIL	FUEL & OIL	43.57	
				FUEL & OIL	10.43	
				FUEL & OIL	23.20	
				FUEL & OIL	7.54	
				FUEL & OIL	7.80	
				FUEL & OIL	16.86	
				FUEL & OIL	11.74	
				FUEL & OIL	30.41	
				FUEL & OIL	4.16	
				FUEL & OIL	40.86	
				FUEL & OIL	16.96	
				FUEL & OIL	15.04	
				FUEL & OIL	11.64	
				FUEL & OIL	39.96	
				FUEL & OIL	13.81	
				FUEL & OIL	21.63	

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CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 11

VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				FUEL & OIL	9.19	
				FUEL & OIL	11.72	
				FUEL & OIL	3.11	
				FUEL & OIL	8.99	
				FUEL & OIL	35.33	
				FUEL & OIL	4.34	
				FUEL & OIL	47.42	
				FUEL & OIL	17.50	
				FUEL & OIL	31.29	
				FUEL & OIL	21.24	
				FUEL & OIL	35.36	541.10
24988	021185	11/27/91	AMERICAN ENGINEERING TESTING	OUTSIDE ENGIN FEES	33.00	33.00
24989	541400	11/27/91	MINN. STATE TREASURER	LICENSE	14,151.00	14,151.00
24990	541400	11/27/91	MINN. STATE TREASURER	LICENSE	376.00	376.00
24991	180900	11/27/91	DALEY, PAT	FEES FOR SERVICE	2,292.00	2,292.00
15436	010080	12/09/91	A-1 STRIPING SERVICE	RPR & MAINT/BLDG & GRNDS	100.00	100.00
15437	020750	12/09/91	ALBRECHT COMPANY	OTHER	147.00	147.00
15438	021185	12/09/91	AMERICAN ENGINEERING TESTING	OUTSIDE ENGINEERING	352.90	352.90
15439	021440	12/09/91	AMERICAN PUBLIC WORKS ASSOC.	TRAVEL & TRAIN	525.00	
				TRAVEL & TRAIN	525.00	1,050.00
15440	030660	12/09/91	ANIMAL CONTROL SERVICES, INC.	FEES FOR SERVICE	2,477.00	2,477.00
15441	040950	12/09/91	ARNELL BUSINESS FORMS	SUPPLIES-OFFICE	152.47	152.47
15442	041900	12/09/91	ASHBACH CONSTRUCTION	AWARDED CONSTRUCTION CONTRACTS PAY	15,360.00 768.00-	14,592.00
15443	061675	12/09/91	BARTON SAND & GRAVEL CO.	MAINT MATERIAL	8,572.97	8,572.97
15444	061900	12/09/91	BATTERY TIRE WAREHOUSE	SUPPLIES-VEHICLE	171.38	
				SUPPLIES-VEHICLE	38.40	
				SUPPLIES	194.29	
				SUPPLIES	163.47	567.54
15445	080900	12/09/91	BOARD OF WATER COMMISSIONERS	UTILITIES	132.98	
				UTILITIES	6.48	
				UTILITIES	23.62	
				UTILITIES	62.90	
				UTILITIES	74.38	
				RPR & MAINT/UTILITY	350.24	
				OUTSIDE ENGINEERING	97.43	
				OUTSIDE ENGINEERING	1,356.15	

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
FOR PERIOD 11

VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				OUTSIDE ENGINEERING	145.93	
				OUTSIDE ENGINEERING	24.36	
				OUTSIDE ENGINEERING	24.36	
				OUTSIDE ENGINEERING	154.00	
				OUTSIDE ENGINEERING	165.23	
				OUTSIDE ENGINEERING	717.77	
				OUTSIDE ENGINEERING	254.28	
				OUTSIDE ENGINEERING	3,190.32	
				OUTSIDE ENGINEERING	1,016.51	
				OUTSIDE ENGINEERING	712.79	
				OUTSIDE ENGINEERING	438.41	
				OUTSIDE ENGINEERING	73.07	
				OUTSIDE ENGINEERING	110.17	
				OUTSIDE ENGINEERING	24.36	
				OTHER	2,139.39	
				UTILITIES	305.00	11,600.13
15446	101375	12/09/91	BUILDERS SQUARE	SUPPLIES	50.64	
				SUPPLIES	79.79	
				SMALL TOOLS	19.71	150.14
15447	101905	12/09/91	BUTTERWORTHS PUBLISHERS	SUBSCRIPTIONS & MEMBERSHIPS	26.62	26.62
15448	120100	12/09/91	CEDAR COMPUTERS CENTER, INC.	SUPPLIES-EQUIP	62.00	62.00
15449	120325	12/09/91	CELLULAR ONE	TELEPHONE	18.63	
				TELEPHONE	133.50	152.13
15450	120575	12/09/91	CENTURY AUTO RADIATOR SHOP	REPAIR MAINT VEHICLE	35.00	35.00
15451	140205	12/09/91	CLEAN STEP RUGS	FEES FOR SERVICE	25.45	25.45
15452	140207	12/09/91	CLEAN STEP RUGS	RUG CLEANING	26.45	26.45
15453	150900	12/09/91	COMMISSIONER OF TRANSPORTATION	RPR & MAINT/EQUIP	15.66	15.66
15454	152300	12/09/91	COPY DUPLICATING PROD.	RPR & MAINT/EQUIP	199.00	
				DUPL COSTS	364.64	563.64
15455	170050	12/09/91	CUDE, LARRY	PROGRAM SUPPLIES	31.76	
				TRAVEL & TRAIN	644.93	676.69
15456	170350	12/09/91	CUSHMAN MOTOR COMPANY, INC.	EQUIP-OTHER	10,400.00	10,400.00
15457	180100	12/09/91	D.C.A., INC.	FEES FOR SERVICE	3,940.94	3,940.94
15458	180180	12/09/91	DAHL & ASSOCIATES	EQUIP-PURCHASED	88.72	88.72
15459	180800	12/09/91	DALCO	SUPPLIES-JANITORIAL	29.00	29.00
15460	180900	12/09/91	DALEY, PAT	FEES FOR SERVICE	2,292.00	2,292.00

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
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VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
15461	181857	12/09/91	DAVIS LOCK & SAFE	RPR & MAINT/UTILITY	94.50	94.50
15462	220075	12/09/91	DUGGER, MICHAEL	REFUND-PROG REGIST FEES	26.00	26.00
15463	230500	12/09/91	EAST COUNTY LINE FIRE DEPT.	FUEL OIL	259.43	259.43
15464	231500	12/09/91	EDEN SYSTEMS INC.	EDEN SYSTEMS	187.50	187.50
15465	240250	12/09/91	ELVIN SAFETY SUPPLY, INC.	UNIFORMS & CLOTHING	56.57	56.57
15466	280072	12/09/91	FOREST PRODUCTS SUPPLY CO.	MISC COMMODITIES	6.50	6.50
15467	280451	12/09/91	FOSS, JAN	FEES FOR SERVICE	150.00	150.00
15468	300500	12/09/91	G & K SERVICES	UNIFORMS & CLOTHING	76.00	
				UNIFORMS & CLOTHING	223.15	299.15
15469	302580	12/09/91	GLADSTONE FIRE DEPT.	REPAIR MAINT VEHICLE	194.00	194.00
15470	310300	12/09/91	GOODYEAR TIRE COMPANY	REPAIR & MAIN	8.00	
				REPAIR & MAINT/VEH	10.75	
				RPR & MAINT/VEHICLE	8.00	
				REPAIR & MAINT	8.00	34.75
15471	310650	12/09/91	GOPHER DISPOSAL	FEES FOR SERVICE	12,345.40	12,345.40
15472	320325	12/09/91	GREW HAYMAN, JANET M	PROGRAM SUPPLIES	47.78	
				VEHICLE ALLOWANCE	8.32	56.10
15473	390100	12/09/91	INDEPENDENT SCHOOL DIST. #622	PUBLISHING	275.00	275.00
15474	391925	12/09/91	IRISH, BRUCE A.	TRAVEL & TRAIN	358.70	358.70
15475	400735	12/09/91	JWP INFORMATION SYSTEMS	TELEPHONE	613.92	613.92
15476	400950	12/09/91	JEAN THORNE TEMPORARY SERVICE	WAGES TIME&TEMP	115.20	115.20
15477	400978	12/09/91	JEMS	SUBSCRIPTION	38.97	38.97
15478	402500	12/09/91	JUKER, FRAN	TRAVEL & TRAIN	288.00	288.00
15479	410275	12/09/91	KANE, MICHAEL	TRAVEL & TRAIN	98.69	98.69
15480	410420	12/09/91	KELLER ELECTRIC INC.	RPR & MAINT/BLDG & GRNDS	286.97	
				RPR & MAINT/BLDG & GRNDS	637.85	
				RPR & MAINT/BLDG & GRNDS	494.32	1,419.14
15481	410500	12/09/91	JOHN T KENNA CO.	LEGAL & FISCAL	260.00	260.00
15482	430301	12/09/91	KNOWLAN'S	PROGRAM SUPPLIES	8.17	8.17

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
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VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
15483	430675	12/09/91	KOHL, LINDA	REFUND-PROG REGIST FEES	18.00	18.00
15484	450125	12/09/91	L.E.T.N.	TRAVEL TRAINING	488.00	488.00
15485	451950	12/09/91	LASER QUIPT	EQUIPMENT	79.00	79.00
15486	470700	12/09/91	LILLIE SUBURBAN NEWSPAPERS	SUBSCRIPTIONS SUPPLIES-OFFICE	16.00 52.22	68.22
15487	500025	12/09/91	M-R SIGN COMPANY	M-R SIGN CO.	3,772.63	3,772.63
15488	501225	12/09/91	MAC QUEEN EQUIPMENT	SUPPLIES-VEHICLE	135.46	135.46
15489	501505	12/09/91	MAGLICH, GRETCHEN B.	TRAVEL & TRAIN VEH ALLOWANCE	3.75 30.24	33.99
15490	501900	12/09/91	MANPOWER TEMPORARY SERVICE	FEES FOR SERVICE	57.44	57.44
15491	510610	12/09/91	MAPLEWOOD FIRE RELIEF ASSN	FEES FOR SERVICE	70,420.00	70,420.00
15492	520525	12/09/91	MCHARG, MARION	REFUND-PROG REGIST FEES	30.00	30.00
15493	530513	12/09/91	MENARDS	SUPPLIES	32.96	32.96
15494	531300	12/09/91	METRO INSPECTION SERVICE	FEES FOR SERVICE	3,140.80	3,140.80
15495	570102	12/09/91	MONTERO, MIKE	REFUND-PROG REGIST FEES	100.00	100.00
15496	570107	12/09/91	MOODYS INVESTORS SERVICE	LEGAL & FISCAL	4,000.00	4,000.00
15497	570500	12/09/91	MOTOROLA, INC	EQUIP-OTHER EQUIP-OTHER	3,778.68 952.17	4,730.85
15498	630224	12/09/91	NATIONWIDE ADVERTISING SERVICE	PUBLISHING	361.22	361.22
15499	660075	12/09/91	NORTH ST PAUL CITY OF	UTILITIES UTILITIES UTILITIES	1,101.74 195.67 128.10	1,425.51
15500	660905	12/09/91	NORTH STAR WIPER & INDUSTRIAL	SUPPLIES-JANITORIAL	194.75	194.75
15501	662200	12/09/91	NORTHWEST FABRICS	PROGRAM SUPPLIES	29.19	29.19
15502	680600	12/09/91	OCTOPUS CAR WASH	REPAIR MAINT VEHICLE REPAIR MAINT VEHICLE REPAIR MAINT VEHICLE REPAIR MAINT VEHICLE REPAIR MAINT VEHICLE REPAIR MAINT VEHICLE REPAIR MAINT VEHICLE	7.50 202.50 37.50 30.00 7.50 7.50 7.50	
				REPAIR MAINT VEHICLE	157.50	

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
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VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				REPAIR MAINT VEHICLE	22.50	
				REPAIR MAINT VEHICLE	15.00	
				REPAIR MAINT VEHICLE	7.50	
				REPAIR MAINT VEHICLE	15.00	
				REPAIR MAINT VEHICLE	7.50	525.00
15503	691700	12/09/91	OSTROM, MARGE	TRAVEL & TRAINING	40.00	40.00
15504	700675	12/09/91	PAKDY, GENE	SUPPLIES-RANGE	31.24	31.24
15505	711345	12/09/91	PETERSON, BELL, CONVERSE & JENSEN	FEES FOR SERVICE	398.80	398.80
15506	711500	12/09/91	PHOTOS TO GO	FEES FOR SERVICE	15.66	
				FEES FOR SERVICE	6.09	21.75
15507	721275	12/09/91	PROFESS. ENGIN. CONSULT., INC.	FEES CONSULTING	130.00	130.00
15508	740900	12/09/91	RADIO SHACK ACCOUNTS RECEIVABL	EQUIP-PURCHASED	6.98	
				SUPPLIES-EQUIP	11.14	
				SUPPLIES-EQUIP	4.59	
				SMALL TOOLS	37.41	60.12
15509	741700	12/09/91	RAMSEY COUNTY	RAMSEY COUNTY	213.24	213.24
15510	741725	12/09/91	RAMSEY COUNTY	LEGAL FISCAL	25.58-	
				SUPPLIES	705.07	679.49
15511	742110	12/09/91	RAMSEY EMERG. MEDICAL SERVICES	SUPPLIES-EQUIP	301.50	
				BOOKS	23.00	324.50
15512	751380	12/09/91	RIEKE CARROLL MULLER ASSOC.	OUTSIDE ENGIN FEES 90-07	29,320.00	29,320.00
15513	780350	12/09/91	S.E.H.	OUTSIDE ENGINEERING	4,463.59	
				OUTSIDE ENGINEERING	7,537.51	
				OTHER	1,146.51	
				OUTSIDE ENGINEERING	8,699.44	
				OUTSIDE ENGINEERING	348.33	
					448.14	22,643.52
15514	780402	12/09/91	SPS OFFICE PRODUCTS	SUPPLIES	146.49	146.49
15515	790205	12/09/91	SCHULDT, LINDA	REFUND-PROG REGIST FEES	26.00	26.00
15516	820660	12/09/91	SNYDER BROS DRUG	PROGRAM SUPPLIES	30.13	30.13
15517	831600	12/09/91	SPS OFFICE PRODUCTS	SUPPLIES	130.30	
				SUPPLIES-OFFICE	81.53	
				SUPPLIES-OFFICE	38.63	
				SUPPLIES-OFFICE	3.15	
				SUPPLIES-OFFICE	161.95	
				SUPPLIES-OFFICE	117.36	

CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
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VOUCHER/ CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
				SUPPLIES-OFFICE	52.68	
				SUPPLIES-OFFICE	39.55	
				SUPPLIES-OFFICE	28.68	
				SUPPLIES-OFFICE	15.88	
				SUPPLIES	18.74	
				SUPPLIES	12.71	701.16
15518	840400	12/09/91	ST. PAUL CITY OF	FEES FOR SERVICE	175.80	
				TRAVEL & TRAINING	95.00	
				REPAIR MAINT RADIO	209.77	
				REPAIR MAINT RADIO	149.13	
				REPAIR MAINT RADIO	151.90	781.60
15519	841310	12/09/91	ST. PAUL WATER UTILITY	MISCELLANEOUS	26.58	26.58
15520	842100	12/09/91	STANDARD SPRING & ALIGNMENT	REPAIR & MAINT	386.03	386.03
15521	843537	12/09/91	STRATUS COMPUTER, INC.	RPR & MAINT/EQUIP	1,275.00	1,275.00
15522	843575	12/09/91	STREICHERS GUNS	SUPPLIES	194.35	
				EQUIP-OTHER	695.00	889.35
15523	860080	12/09/91	T.A. SCHIFSKY & SONS, INC	MAINT MATERIAL	1,256.59	
				MAINT MATERIAL	1,860.26	3,116.85
15524	860100	12/09/91	T.J. AUTO PARTS	SUPPLIES-EQUIP	16.90	16.90
15525	860305	12/09/91	T.J.T. - SHIRTS	PROGRAM SUPPLIES	126.23	126.23
15526	860650	12/09/91	TARGET STORES-CPC, A/R	SUPPLIES	9.45	9.45
15527	860805	12/09/91	TEAM, INC.	CONTRACT PYM.	84.00	
				CONTRACT PYM.	70.00	
				CONTRACT PYM.	56.00	
				CONTRACT PYM.	42.00	
				CONTRACT PYM.	42.00	
				CONTRACT PYM.	98.00	
				CONTRACT PYM.	112.00	
				CONTRACT PYM.	742.00	
				CONTRACT PYM.	70.00	
				CONTRACT PYM.	238.00	
				CONTRACT PYM.	140.00	
				CONTRACT PYM.	14.00	
				CONTRACT PYM.	168.00	
				CONTRACT PYM.	98.00	1,974.00
15528	880625	12/09/91	TRI-STATE PUMP & CONTROL, INC.	SUPPLIES-EQUIP	24.70	24.70
15529	880675	12/09/91	TROPHIES UNLIMITED	PROGRAM SUPPLIES	528.00	528.00
15530	882050	12/09/91	TWIN CITY MAP CO.	BOOKS	42.58	42.58

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CITY OF MAPLEWOOD
VOUCHER/CHECK REGISTER
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VOUCHER/

CHECK NUMBER	VENDOR NUMBER	CHECK DATE	VENDOR NAME	ITEM DESCRIPTION	ITEM AMOUNT	CHECK AMOUNT
15531	882800	12/09/91	TWIN CITY TRANSPORT	RPR & MAINT/VEH	25.00	25.00
15532	890280	12/09/91	US SALT INCORPORATED	MAINT MATERIAL	12,855.31	12,855.31
15533	900100	12/09/91	UNIFORMS UNLIMITED	UNIFORMS	78.16	
				UNIFORMS & CLOTHING	66.90	
				UNIFORMS & CLOTHING	89.91	
				UNIFORMS & CLOTHING	57.95	
				UNIFORMS & CLOTHING	189.50	
				UNIFORMS & CLOTHING	55.70	538.12
15534	900600	12/09/91	UNIVERSAL MEDICAL	SUPPLIES	67.50	67.50
15535	910500	12/09/91	VASKO RUBBISH REMOVAL	FEES FOR SERVICE	516.91	516.91
15536	910900	12/09/91	VIDGER, ROSANNE	REFUND-PROG REGIST FEES	18.00	18.00
15537	912100	12/09/91	VIRTUE PRINTING	SUPPLIES-OFFICE	48.30	
				SUPPLIES-OFFICE	18.10-	30.20
15538	940645	12/09/91	WENDT, LORNA	REFUND-PROG REGIST FEES	30.00	30.00
15539	942065	12/09/91	WILD BIRD STORE	PROGRAM SUPPLIES	25.75	25.75
15540	943505	12/09/91	WONDERMAT CLEANERS	FEES FOR SERVICE	11.00	11.00
15541	950315	12/09/91	SUBURBAN PRINTING	SUPPLIES-OFFICE	45.00	45.00
15542	970700	12/09/91	YOCUM OIL CO.	INVENTORY OF SUPPLIES	7,119.48	7,119.48
15543	980200	12/09/91	ZAPPA, JOSEPH	VEHICLE ALLOWANCE	26.90	26.90
				TOTAL CHECKS		1,462,365.07

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

0001

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0023941	11/22/91	JOSEPH ZAPPA	269.85
0023942	11/22/91	DALE CARLSON	269.85
0023943	11/22/91	GEORGE ROSSBACH	269.85
0023944	11/22/91	GARY W BASTIAN	306.66
0023945	11/22/91	FRANCES L JUKER	269.85
0023946	11/22/91	MICHAEL A McGUIRE	3,195.82
0023947	11/22/91	GAIL BLACKSTONE	1,977.60
0023948	11/22/91	GRETCHEN MAGLICH	1,586.20
0023949	11/22/91	GINA CASAREZ	710.26
0023950	11/22/91	KATHRYN A. SMITH	1,189.03
0023951	11/22/91	DAVID J JAHN	1,137.08
0023952	11/22/91	LYLE SWANSON	1,123.55
0023953	11/22/91	LARRY J CUDE	300.00
0023954	11/22/91	ANDREA J OSTER	1,126.90
0023955	11/22/91	WILLIAM MIKISKA	187.20
0023956	11/22/91	DANIEL F FAUST	2,300.62
0023957	11/22/91	THERESE CARLSON	988.50
0023958	11/22/91	DEBORAH DEHN	585.28
0023959	11/22/91	ALANA K MATHEYS	1,354.21
0023960	11/22/91	CHRIS REGIS	1,138.90
0023961	11/22/91	DELORES A VIGNALO	1,187.70
0023962	11/22/91	BRUCE ANDERSON	888.48
0023963	11/22/91	CAROLE J ANDERSON	1,558.10
0023964	11/22/91	LUCILLE E AURELIUS	2,061.30
0023965	11/22/91	CHERYL FLOOD	731.50
0023966	11/22/91	LOIS BEHM	1,200.50
0023967	11/22/91	CONNIE L KELSEY	697.02

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

0002

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0023968	11/22/91	LORRAINE S VIETOR	1,074.90
0023969	11/22/91	PATRICIA A HENSLEY	632.94
0023970	11/22/91	CAROL JAGOE	966.30
0023971	11/22/91	JEANETTE E CARLE	1,184.58
0023972	11/22/91	SANDRA OLSON	738.61
0023973	11/22/91	ELIZABETH HAAS	102.00
0023974	11/22/91	IRENE LING	97.75
0023975	11/22/91	MARY LIBHARDT	102.00
0023976	11/22/91	SHIRLEY LUTTRELL	108.00
0023977	11/22/91	LUCILLE CAHANES	88.50
0023978	11/22/91	LEANN KAUP	99.00
0023979	11/22/91	SANDRA JONES	83.38
0023980	11/22/91	PHYLLIS ERICKSON	93.44
0023981	11/22/91	BETTY EDDY	94.88
0023982	11/22/91	MARGARET McDONALD	84.81
0023983	11/22/91	MARY LOU LIEDER	94.88
0023984	11/22/91	LORRAINE STEINBRING	83.38
0023985	11/22/91	DIANE GOLASKI	94.88
0023986	11/22/91	KARL BIEBIGHAUSER	105.00
0023987	11/22/91	RUTH MYCKLEBY-LANG	100.63
0023988	11/22/91	EMMA KLEBE	94.88
0023989	11/22/91	JUDY WIDHOLM	84.81
0023990	11/22/91	PHYLLIS LOFGREN	84.81
0023991	11/22/91	ARMELLA PODGORSKI	86.25
0023992	11/22/91	HELEN KING	97.75
0023993	11/22/91	GUNBORG MOWCHAN	93.44
0023994	11/22/91	ROSE MARIE MANDERS	97.75

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

0003

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0023995	11/22/91	THEODORE HAAS	89.13
0023996	11/22/91	MILO THOMPSON	97.75
0023997	11/22/91	ELSIE WIEGERT	102.00
0023998	11/22/91	MILDRED DEHEN	103.50
0023999	11/22/91	THELMA LING	94.88
0024000	11/22/91	KATHLEEN DITTEL	83.38
0024001	11/22/91	CAROLINE WARNER	83.38
0024002	11/22/91	ANNETTE LACASSE	92.00
0024003	11/22/91	RICHARD LOFGREN	100.63
0024004	11/22/91	AUDREY DUELLMAN	86.25
0024005	11/22/91	RITA FREDERICKSON	97.75
0024006	11/22/91	EVELYN AXDAHL	92.00
0024007	11/22/91	MARGARET EARLEY	102.00
0024008	11/22/91	DELORES LOFGREN	97.75
0024009	11/22/91	DONALD WIEGERT	105.00
0024010	11/22/91	MABEL ABBOTT	97.75
0024011	11/22/91	DORIS BROADY	92.00
0024012	11/22/91	ALICE MILLER	92.00
0024013	11/22/91	EDITH STOTTLEMYER	97.75
0024014	11/22/91	HELEN DICKSON	92.00
0024015	11/22/91	JOAN COTTRELL	97.75
0024016	11/22/91	ELSIE ANDERSON	97.75
0024017	11/22/91	WILLIAM SCHNELLMAN	100.63
0024018	11/22/91	MARCELLA WATSON	97.75
0024019	11/22/91	GRACE LOCKE	97.75
0024020	11/22/91	DELORES SCHIPP	96.31
0024021	11/22/91	LORRAINE FISCHER	105.00

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

0004

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024022	11/22/91	RICHARD WOLSZON	99.00
0024023	11/22/91	KATHLEEN SUPAN	97.50
0024024	11/22/91	DELORIS FASTNER	86.25
0024025	11/22/91	ANNE FOSBURGH	89.13
0024026	11/22/91	PATRICIA THOMPSON	99.00
0024027	11/22/91	PATRICIA WERDEN	102.00
0024028	11/22/91	MARY KAY PALANK	908.50
0024029	11/22/91	KENNETH V COLLINS	2,291.54
0024030	11/22/91	CAROLE L RICHIE	1,054.90
0024031	11/22/91	JOANNE M SVENDSEN	1,436.86
0024032	11/22/91	ELAINE FULLER	503.05
0024033	11/22/91	CAROL F MARTINSON	1,064.05
0024034	11/22/91	ANTHONY G CAHANES	1,975.13
0024035	11/22/91	ROBERT D NELSON	1,975.13
0024036	11/22/91	VERNON T STILL	1,537.30
0024037	11/22/91	DONALD W SKALMAN	1,683.88
0024038	11/22/91	RAYMOND J MORELLI	1,739.71
0024039	11/22/91	SCOTT L STEFFEN	1,799.41
0024040	11/22/91	DAVID L ARNOLD	1,683.88
0024041	11/22/91	JOHN J BANICK	1,846.32
0024042	11/22/91	JOHN C BOHL	1,862.18
0024043	11/22/91	DALE K CLAUSON	1,562.10
0024044	11/22/91	RICHARD M MOESCHTER	1,696.55
0024045	11/22/91	JOHN H ATCHISON	1,562.11
0024046	11/22/91	JAMES YOUNGREN	1,738.56
0024047	11/22/91	WILLIAM F PELTIER	1,883.80
0024048	11/22/91	THOMAS J SZCZEPANSKI	1,654.91

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

0005

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024049	11/22/91	CABOT V WELCHLIN	1,486.10
0024050	11/22/91	RICHARD J LANG	1,567.09
0024051	11/22/91	DALE RAZSKAZOFF	1,618.90
0024052	11/22/91	MICHAEL RYAN	1,715.02
0024053	11/22/91	MICHAEL J HERBERT	1,618.90
0024054	11/22/91	RICHARD C DREGER	1,683.88
0024055	11/22/91	GREGORY L STAFNE	1,926.71
0024056	11/22/91	RONALD D BECKER	1,618.90
0024057	11/22/91	KEVIN R HALWEG	1,808.44
0024058	11/22/91	DERRELL T STOCKTON	1,669.58
0024059	11/22/91	PAUL G PAULOS-JR.	1,691.19
0024060	11/22/91	RICK A BOWMAN	1,683.47
0024061	11/22/91	FLINT D KARIS	1,908.71
0024062	11/22/91	STEPHEN J HEINZ	1,719.17
0024063	11/22/91	JOHN FRASER	1,377.30
0024064	11/22/91	DAVID M GRAF	1,713.78
0024065	11/22/91	DAVID J THOMALLA	1,720.01
0024066	11/22/91	STEVEN PALMA	1,614.66
0024067	11/22/91	ROBERT E VORWERK	1,633.30
0024068	11/22/91	JOSEPH A BERGERON	1,700.70
0024069	11/22/91	JAMES MEEHAN	1,747.02
0024070	11/22/91	JON A MELANDER	2,014.83
0024071	11/22/91	SARAH SAUNDERS	952.88
0024072	11/22/91	JAMES M EMBERTSON	1,683.43
0024073	11/22/91	DUANE J WILLIAMS	1,477.33
0024074	11/22/91	JANET L RABINE	1,605.58
0024075	11/22/91	JULIE A STAHNKE	1,188.73

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

0006

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024076	11/22/91	SCOTT K BOYER	1,236.82
0024077	11/22/91	CAROL NELSON	1,822.69
0024078	11/22/91	JOSEPH FEHR	1,375.04
0024079	11/22/91	JILL PETERS	1,132.62
0024080	11/22/91	JAYME L FLAUGHER	1,629.51
0024081	11/22/91	JUDITH WEGWERTH	558.22
0024082	11/22/91	KENNETH G HAIDER	2,291.54
0024083	11/22/91	JUDY M CHLEBECK	1,190.90
0024084	11/22/91	WILLIAM PRIEFER	1,198.90
0024085	11/22/91	GERALD W MEYER	1,936.63
0024086	11/22/91	MICHAEL R KANE	2,529.64
0024087	11/22/91	BRYAN NAGEL	1,589.11
0024088	11/22/91	DAVID P LUTZ	1,833.38
0024089	11/22/91	HENRY F KLAUSING	1,810.56
0024090	11/22/91	JOHN SCHMOOCK	1,749.55
0024091	11/22/91	RONALD J HELEY	1,879.66
0024092	11/22/91	ERICK D OSWALD	1,735.62
0024093	11/22/91	RONALD L FREBERG	1,813.66
0024094	11/22/91	WILLIAM C CASS	1,846.10
0024095	11/22/91	RANDAL LINDBLOM	1,195.70
0024096	11/22/91	JAMES G ELIAS	1,672.16
0024097	11/22/91	JOHN DU CHARME	1,078.90
0024098	11/22/91	DENNIS L PECK	1,446.10
0024099	11/22/91	WILLIAM PRIEBE	1,522.20
0024100	11/22/91	BRUCE A IRISH	1,918.11
0024101	11/22/91	WALTER M GEISSLER	1,446.10
0024102	11/22/91	THERESA METZ	1,392.80

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

0007

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024103	11/22/91	JOHN R LOFGREN	1,083.55
0024104	11/22/91	ROBERT D ODEGARD	2,062.47
0024105	11/22/91	LOIS J BRENNER	1,169.30
0024106	11/22/91	BARBARA A KRUMMEL	547.05
0024107	11/22/91	PAULINE STAPLES	1,812.50
0024108	11/22/91	LUTHER JONES	79.20
0024109	11/22/91	MARGARET KUNDE	123.75
0024110	11/22/91	ROBERT S ANDERSON	1,182.10
0024111	11/22/91	DENNIS P LINDORFF	1,182.10
0024112	11/22/91	WILLIAM GARRY	1,148.50
0024113	11/22/91	ROLAND B HELEY	1,226.90
0024114	11/22/91	MARK A MARUSKA	1,573.30
0024115	11/22/91	JAMES SCHINDELDECKER	1,148.50
0024116	11/22/91	MYLES R BURKE	1,249.30
0024117	11/22/91	TODD JAGOE	17.50
0024118	11/22/91	TANIA CHASE	33.25
0024119	11/22/91	MICHELLE HILSGEN	50.00
0024120	11/22/91	ANDREA HANNEGAN	109.25
0024121	11/22/91	SHANNON MILLER	33.25
0024122	11/22/91	KAYLENE PETERSON	30.00
0024123	11/22/91	ROY G WARD	422.40
0024124	11/22/91	DOUGLAS J TAUBMAN	1,487.70
0024125	11/22/91	JANET M GREW HAYMAN	764.09
0024126	11/22/91	JEAN NELSON	515.28
0024127	11/22/91	JUDITH A HORSNELL	639.05
0024128	11/22/91	ANN E HUTCHINSON	1,254.90
0024129	11/22/91	KATHLEEN M DOHERTY	1,126.90

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

0008

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT
0024130	11/22/91	MARIE BARTA	1,054.90
0024131	11/22/91	GEOFFREY W OLSON	2,062.47
0024132	11/22/91	NANCY MISKELL	405.21
0024133	11/22/91	JOYCE L LIVINGSTON	621.42
0024134	11/22/91	TROY LANGER	320.00
0024135	11/22/91	KENNETH ROBERTS	1,336.32
0024136	11/22/91	THOMAS G EKSTRAND	1,590.45
0024137	11/22/91	MARJORIE OSTROM	1,693.30
0024138	11/22/91	NICHOLAS N CARVER	1,402.90
0024139	11/22/91	ROBERT J WENGER	1,420.51
0024140	11/22/91	EDWARD A NADEAU	1,454.51
0024141	11/22/91	GEORGE W MULWEE	1,427.40
0024142	11/22/91	LAVERNE S NUTESON	1,970.45
0024143	11/22/91	ROGER W BREHEIM	1,453.41
0024144	11/22/91	DAVID B EDSON	1,457.61
0024145	11/22/91	DAVID GERMAIN	1,360.03
0024146	11/22/91	DENNIS M MULVANEY	1,343.70
0024147	11/22/91	GEORGE C SPREIGL	1,524.18
0024148	11/22/91	ELIZABETH J WEILAND	850.37
0024149	VOID	MAPLEWOOD STATE BANK #1	24,145.07
0024150	VOID	MN STATE COMM OF REVENUE	9,630.64
0024151	VOID	FIRST MINNESOTA (FICA)	9,162.14
0024152	VOID	PUBLIC EMP RETIREMENT ASSOC	5,134.72
0024153	✓	ICMA RETIREMENT TRUST-457	10,249.03
0024154	VOID	FIRST MINNESOTA	218.75
0024155	VOID	CITY OF MAPLEWOOD (HCMA)	3,475.11
0024156	✓	CITY & COUNTY EMP CR UNION	26,906.00

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

0009

CHECK NUMBER	CHECK DATED	PAYEE	AMOUNT	
0024157	VOID	11/22/91	UNITED WAY OF ST. PAUL AREA	138.46
0024158	VOID	11/22/91	COMMERCIAL LIFE INSURANCE	178.03
0024159	VOID	11/22/91	PUBLIC EMP. RETIREMENT ASSOC.	136.50
0024160	VOID	11/22/91	DCA	42.27
0024161	/	11/22/91	MN STATE RETIREMENT SYSTEM	358.00
0024162	/	11/22/91	AFSCME 2725	572.76
0024163	/	11/22/91	MN BENEFIT ASSOCIATION	708.85
0024164	/	11/22/91	MN. MUTUAL LIFE INS. 19-3988	160.00
0024165	/	11/22/91	METRO SUPERVISORY ASSOC	20.00
0024166	VOID	11/22/91	PUBLIC EMP RETIREMENT ASSOC	480.82
0024167	VOID	11/22/91	PUBLIC EMP RETIREMENT ASSOC	5,657.08
0024168	/	11/22/91	RAMSEY CO SUPPORT & COLLECT	400.00
0024169	VOID	11/22/91	MEDICA CHOICE	115.14
0024170	VOID	11/22/91	VACATION CHECK	915.58
0024171	VOID	11/22/91	FIRST MINNESOTA (FICA)	9,161.56
0024172	VOID	11/22/91	PUBLIC EMP RETIREMENT ASSOC	5,438.19
0024173	VOID	11/22/91	PUBLIC EMP RETIREMENT ASSOC	626.88
0024174	VOID	11/22/91	PUBLIC EMP RETIREMENT ASSOC	8,485.67
GROSS EARNINGS AND DEDUCTIONS			328,222.26	

Action by Council:

Endorsed_____

Modified_____

Rejected_____

Date_____

AGENDA REPORT

TO: City Manager

FROM: Assistant City Manager *Brethron Mayhugh*

RE: **RAMSEY COUNTY ECONOMIC DEVELOPMENT RESOLUTION**

DATE: December 2, 1991

INTRODUCTION

During 1991, representatives from Ramsey County, twelve cities within the County, Metro East Development Partnership, and Chambers of Commerce met to discuss the economic health and development of Ramsey County and the greater East Metro area. These meetings were intended to build a working relationship, foster cooperation, and build common development goals among the local governments in Ramsey County. The attached resolution is being presented to all elected officials within the County for review. Adoption of this resolution will show your support of the cooperative efforts of the governments within Ramsey County in economic development.

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution which supports planned and cooperative development efforts throughout Ramsey County.



Office of the Executive Director

286 Court House 15 W. Kellogg Blvd.
Saint Paul, Minnesota 55102
(612) 298-5980

Terry Schutten, Executive Director

County Commissioners

Diane Ahrens
John T. Finley
Ruby Hunt
Duane W. McCarty
Hal Norgard
Donald E. Salverda
Warren W. Schaber

M E M O R A N D U M

TO: Ramsey County City Administrators

FROM: Terry Schutten
Executive Director *Terry*

DATE: November 8, 1991

SUBJECT: Resolution - Economic Development

As many of you are aware, Ramsey County has hosted a number of sessions, facilitated by Fred Hoisington, with the professional staffs of our communities regarding cooperative planning for economic development. Twelve cities, including St. Paul, the MetroEast Development Partnership, and the Chambers of Commerce, have been involved in this effort. The project has been funded with Community Development Block Grant (CDBG) dollars.

A representative group of cities, made up of New Brighton, Roseville, Shoreview, and Vadnais Heights, have worked with us in putting together the attached resolution.

We are asking you to present this resolution to your City Councils. We want to bring to the attention of our elected officials the cooperative work of the combined professional staffs in the area of economic development.

For your information, we are also enclosing a summary of the work that has been done to date. Please share this with the elected officials in your community.

Should you have questions or need additional information, call Judy Karon at 292-6461. She will be happy to assist you.

py
Enclosures

RESOLUTION

WHEREAS, the economic vitality of all areas within Ramsey County is essential to the long term viability and success of the County as a whole; and

WHEREAS, to insure the economic health of Ramsey County, the Ramsey County municipalities and the Metro East area, it is essential to cooperate, coordinate and avoid duplication in order to assure the common interests of all concerned; and

WHEREAS, Cities have primarily focused on economic development activities within each of their own communities; and

WHEREAS, there is also a need to look beyond municipal and County boundaries for cooperative economic development solutions; and

WHEREAS, Ramsey County is fully developed, compact in size, and limited in public resources; and

WHEREAS, cooperation is one key to becoming more effective in our economic development efforts; and

WHEREAS, Staff Representatives of the cities of Arden Hills, Falcon Heights, Maplewood, Mounds View, New Brighton, North St. Paul, Roseville, St. Paul, Shoreview, Vadnais Heights, White Bear Lake, and White Bear Town, and Ramsey County, the Suburban Chamber of Commerce, and the Metro East Development Partnership have been meeting to discuss issues of common interest related to economic development in Ramsey County; and

WHEREAS, these meetings have led to a dialogue which may result in the development of goals and priorities for economic development in Ramsey County; and

WHEREAS, the Staff Representatives wish to secure the support and active involvement of the elected officials; and

WHEREAS, the planning process is designed to guide the economic development efforts in the mutual best interests of the County as a whole and member Cities while not limiting local choices;

NOW, THEREFORE BE IT RESOLVED, that the entities agree to participate in the planning process to ensure the economic health of Ramsey County and the greater Metro East area; and

BE IT FURTHER RESOLVED, that the respective Staff Representatives, businesspersons, and their organizations will continue the process and develop the appropriate documents for policy approval by the respective governing bodies.

RAMSEY COUNTY

ECONOMIC DEVELOPMENT PROCESS STATUS REPORT

A. INTRODUCTION

Two economic development focus group sessions were conducted by Ramsey County on January 11 (Goals) and February 8, 1991 (Programs and Resource Potential). They were attended by City and County Staffers, Metro East and Chamber of Commerce representatives. Their purposes were: 1) to improve the working relationship between Ramsey County and its constituent municipalities, and 2) to build a consensus among the County's governmental units over the planning and implementation of economic development programs. The following is an abbreviated summary of the workshops conclusions.

B. POTENTIAL GOALS

- Recognize the importance of coordinating economic development activities with all levels and units of government and business, in particular Metro East and other metropolitan and state economic development interests where benefits may accrue to Ramsey County and its constituent Cities and Towns.
- Improve the business climate by improving the County's image and making it a more attractive place to do business, correcting taxation disincentives and providing needed infrastructure in support of business retention and attraction.
- Create jobs and enhance the County's tax base through the generation of new business, the retention of existing business, the redevelopment of blighted and obsolete properties and the education and training of the workforce.
- Coordinate economic development activities county-wide by developing objectives/guidelines for the use of economic development tools, forming public/private partnerships, involving the business community in economic development planning and program implementation and eliminating barriers to economic development within the County while avoiding the duplication of efforts/programs and maintaining local control and implementation discretion.

- Play a strong leadership role with the Legislature in advocating for state-wide economic development and equity in taxation policies and the elimination of barriers to economic development.
- Improve neighborhoods as a means to avert the costs associated with a deteriorated social structure and continue to upgrade the housing stock for people from all socioeconomic backgrounds.

C. POTENTIAL PROGRAMS, LEGISLATIVE PROPOSALS, AND RESPONSIBILITIES

- Education and job training/partnerships - Schools/County
- Business retention/partnerships - Cities/Business
- New business attraction/marketing/partnerships - Cities/Business
- Rehabilitation and redevelopment - Cities
- Marketing tourism - Business
- Environmental cleanup/image enhancement - State/County/Cities
- Business incubators/partnerships - Cities
- State financial incentives - State
- Technical assistance - Cities/Partnerships/State
- Housing stock enhancement - Cities/County
- Data base enhancement - County/Metro East/Public Partnerships

D. POTENTIAL NEXT STEPS

Potential next steps in the process might include the formulation of an economic development policy framework which will fill a policy void, foster cooperation, make better use of limited resources, avoid duplication, and satisfy common interests but maintain local control in program implementation. The policy framework process may involve the identification of problems and opportunities, the establishment of program priorities and funding sources, the assignment of responsibilities, the formulation of tools, the compilation of a data base, the recruitment of partners and the monitoring of results.

Programs to be given priority consideration include business retention, redevelopment/rehabilitation and data base enhancement within the framework of a common set of goals and substantially improved communications/cooperation while avoiding additional layers of government and new departments or agencies.

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: Public Works Administrative Assistant
SUBJECT: Budget Transfer to Pay St. Paul Water Utility Bills
DATE: December 2, 1991

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction/Background

Negotiations with the St. Paul Water Utility have resulted in a fifty percent reduction of several old billings for annual hydrant inspection charges and various engineering charges. It is necessary to transfer \$13,800 from the contingency account to the hydrant fund to pay for the negotiated amount of \$15,106.57 as the hydrant fund contingency account is not sufficient to pay this amount.

Recommendation

It is recommended that \$13,800 be transferred from the contingency account to the hydrant fund (to Account 201-510-000-4480) to pay for St. Paul Water Utility billings.

WJP

jw

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: Public Works Administrative Assistant
SUBJECT: Certification of Tree Removal Charges
DATE: December 2, 1991

Endorsed _____
Modified _____
Rejected _____
Date _____

Introduction/Background

Marvel E. Goetschel of 2334 Larpenteur Avenue East, PIN 24-29-22-22-0026-7, requested that the city tree inspector approve the removal of a dangerous tree from her property and have the cost assessed against her property. The tree was removed by a private contractor, hired by the City of Maplewood, at a cost of \$300.

Recommendation

It is recommended that the attached resolution be adopted.

WJP

jc
Attachment

RESOLUTION CERTIFICATION OF TREE REMOVAL

RESOLVED, that the city clerk is hereby authorized and directed to certify to the auditor of Ramsey County charges of \$300 for tree removal at 2334 Larpenteur Avenue East, PIN 24-29-22-22-0026-7, for certification against the tax levy of said property owner for the year 1991, collectible in 1992, including interest at the rate of eight percent (8%) on the total amount for one year.

Total amount to be certified: \$300.

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: City Engineer
SUBJECT: LeFebvre Easement Release
DATE: December 3, 1991

Endorsed _____
Modified _____
Rejected _____
Date _____

Several years ago the city obtained a temporary easement across Mr. LeFebvre's property for maintenance access. The easement agreement stipulates that when a new access road was constructed in the Effingham right of way, the easement would be released.

The new road has been constructed and is acceptable. It is, therefore, recommended the easement be released.

KGH

jw
Attachment

RESOLUTION

BE IT RESOLVED BY THE MAPLEWOOD, MINNESOTA CITY COUNCIL that in accordance with the easement agreement for the property at 500 Ripley Street, the access easement be released.

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Director of Community Development
SUBJECT: County Correctional Facility
DATE: December 2, 1991

Endorsed _____
Modified _____
Rejected _____
Date _____

On November 25, the Council gave preliminary approval to a conditional use permit for the County Correctional Facility at 297 South Century Avenue. The Council requested that staff revise the resolution with several changes. I have attached the revised resolution.

(section 12-28)
Attachment: resolution

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, the Ramsey County Community Corrections Department applied for a conditional use permit to add onto the Ramsey County Correctional Facility.

WHEREAS, this permit applies to 297 South Century Avenue. The legal description is:

EX PART SWLY OF NEW AFTON RD; N 1/2 OF NE 1/4 & EX CRESTVIEW; PART NE OF AFTON RD OF SW 1/4 OF NE 1/4 & SE 1/4 OF NE 1/4 & NE 1/4 OF SE 1/4 (SUBJ TO RDS & PIPE LINE ESMT) IN SEC 12 TN 28 RN 22.

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

1. The Planning Commission discussed this application on November 18, 1991. They recommended that the City Council approve said permit.
2. The City Council held a public hearing on November 25, 1991. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The Council gave everyone at the hearing a chance to speak and present written statements. The Council also considered reports and recommendations of the City staff and Planning Commission.

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

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

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

Approval is subject to the following conditions:

1. All construction shall follow the site plan, date-stamped November 4, 1991. The City Council may approve major changes, after a public hearing and recommendation from the Community Design Review Board. The Director of Community Development may approve minor changes.
2. The County shall inform the City of the following:
 - a. If the percentage of felons increases above 29% of the inmates or if the percentage of gross misdemeanors increases above 33% of the inmates.
 - b. Any applications for a license for the facility that increases the maximum number of inmates above 293.
 - c. If the daily population exceeds the County's license for more than 21 (twenty-one) consecutive days.

If condition 2a or 2c occurs, the City Council may reconsider the Conditional Use Permit. The City must approve any increase in the facility inmate population license prior to it becoming effective.
3. The City Council shall review this permit one year from the date occupancy of the addition is approved.
4. The County Corrections Department shall file an annual report with the City Manager breaking down the average

annual population (i.e., misdemeanor, gross
misdemeanor, felony) in the annual average population.

5. At the present time the farm operation is not posing a threat to the health, safety or welfare of the surrounding land uses, but shall be considered in future hearings on this matter if it changes.

Adopted December 9, 1991.

res\ramco

Action by Council:

MEMORANDUM

TO: City Manager
 FROM: Director of Community Development
 SUBJECT: **Land Use Plan and Zoning Map Changes**
 LOCATION: 2702 Stillwater Rd. and the Midvale Center
 DATE: October 17, 1991

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

Several residents at the Planning Commission hearing complained about the traffic congestion at the intersection of Century Avenue and Stillwater Road. They were concerned that allowing the shopping center to expand would add to the traffic problem. After the meeting, I called the Minnesota Department of Transportation (MnDOT). They did their last traffic study of this intersection in 1988. MnDOT grades level of service from A to F, with F being the worst. Their 1988 study showed a level F service. This study was done before McKnight Road was upgraded, so the traffic levels on Century Avenue may be less now. In light of this new information, I am revising the staff recommendation in the attached staff report of October 9.

RECOMMENDATION

Table the land use plan and zoning map changes until a consultant has completed a traffic study of this intersection. The purpose of the study is to determine the projected level of service at the intersection, since the County upgraded McKnight Road, with the proposed shopping center addition. The study should also determine if there are any changes to the intersection or the shopping center that would improve service. The City shall hire the consultant after Knowlans pays for the cost.

go\memo30.mem (section 25)
 attachment: October 9 staff report

MEMORANDUM

TO: City Manager
FROM: Ken Roberts, Associate Planner
SUBJECT: Land Use Plan and Zoning Map Changes
LOCATION: 2702 Stillwater Rd. and the Midvale Center
DATE: October 9, 1991

SUMMARY

INTRODUCTION

Request

Knowlan's Supermarkets Inc. is requesting changes to the City's land use plan and zoning map for two lots on the south side of Stillwater Road. They are requesting a commercial classification on the land use plan for both lots. The City has planned these lots RL (residential low density). (See the land use plan map on page 7.) They are also requesting a BC (business commercial) zoning for Lot 3 and the east 25 feet of lot 4 and an LBC (limited business commercial) zoning for the rest of Lot 4. The City has zoned them R-1 (single-family residential). (See the property line/zoning map on page 8 for the existing and proposed zoning.)

The land use plan is the City's guide about the long-range use of the property. It is, however, only a guide. The zoning ordinance determines the current legal rights about how property owners can use their land.

Knowlan's Center uses Lot 3 for parking. Lot 4 has a house which Knowlan's Supermarkets owns and rents as a residence.

Reason for the Request

Knowlan's is requesting these changes so the owner of the commercial center can expand the center. A concept drawing of this idea is shown on the site plan on page 9. The letter on page 10 also explains the request.

BACKGROUND

Knowlans purchased lot 3 many years ago and used the southerly part for employee parking. There was a house on the northerly part. Later, the City informed Knowlans that the property was zoned R-1 and commercial parking was illegal. Knowlans applied for a conditional use permit to park on the southerly part of the property, which the City approved in 1975. (The Code at that time allowed commercial parking lots in any zone with a conditional use permit.) The City conditioned the permit on constructing a six-foot-high fence and evergreens along the west and south property lines.

After the store burned in 1979, Knowlan's applied for a conditional use permit to remove the house and construct a parking lot on the entire Lot 3.

November 15, 1979: The City Council approved a conditional use permit for Knowlan's to expand their parking lot onto Lot 3.

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

The resolution on page 14 has the standards for a rezoning.

ALTERNATIVES

1. Approve Knowlan's request for a BC zone on Lot 3 and the east 25 feet of Lot 4 and an LBC zone on the rest of Lot 4. Knowlan's would have to apply for a conditional use permit to develop Lot 4 as a parking lot for the shopping center. Code requires a conditional use permit for a parking lot as a principal use in a commercial zone. (See the map on page 8.)
2. Change the zoning to BC-M (business commercial modified) for Lot 3 and the east 25 feet of Lot 4 and LBC for the rest of Lot 4.

The BC(M) zone limits the commercial uses to retail stores, offices, banks and bakeries. The City requires a conditional use permit for sit-down restaurants, indoor places of amusement, laundromats and minor fuel stations in the BC-M zone. The City prohibits car washes, exterior storage, drive-in restaurants, public garages and major motor fuel stations in the BC-M zone. The City could allow a sit-down restaurant and hardware store and the required parking for the expansion with the BC-M zoning. It would also prohibit some land uses which might be objectionable to the neighbors. (See the list of uses on page 12.)

The LBC zone only allows offices, day-care centers and medical clinics.

3. Deny the applicant's requests. This would prohibit any expansion of the center.

DISCUSSION

This application would result in an expansion of a commercial center into a residential neighborhood. The City approved expansions of this center to the west in 1975 and 1979. The City also approved a rezoning to LBC to allow McDonalds to remove a house and expand their parking lot on Minnehaha Avenue. The McDonalds case was, however, different. The property to the west was a multiple dwelling and the property across the street was an auto service center. In Knowlans case, the adjacent uses are houses. The question is whether this expansion would have a negative effect on the homes in the area.

Most of the neighbors are for the expansion. The two objections are from owners across the street. The owner most effected lives next door. He would prefer a parking lot and commercial building to the rental home that is there now, provided Knowlans builds a tall screening fence. Several of the other residents asked for a tall screening fence. The Council could make this a condition of the conditional use permit. The Council should consider the conditional use permit when Knowlans has specific plans ready.

Approving the changes in the land use plan and zoning map would not include approval of a site plan. The City would consider the design of the site plan, building addition, screening and driveways when Knowlans applies for a conditional use permit and Community Design Review Board approval.

RECOMMENDATION

1. Adopt the resolution on page 13. It changes the Comprehensive Plan from RL (residential low density) to LSC (limited service commercial) for Lots 3 and 4. This change is based on the following:
 - a. The change will be consistent with the goals and objectives of the Comprehensive Plan.
 - b. The change will be compatible with the surrounding land uses.
2. Adopt the resolution on page 14. It changes the zoning from R-1 (single-dwelling residential) to BC-M (business commercial modified) for Lot 3 and the east 25 feet of lot 4 and R-1 to LBC (limited business commercial) for the rest of Lot 4. This rezoning is based on the findings required by City Code.

CITIZENS COMMENTS

On August 7, 1991, staff surveyed the 28 property owners within 350 feet of the site. There were thirteen responses. Seven were in favor, three were opposed and three had no comment.

In Favor

1. Knowlan's has been a good neighbor. Have them install a privacy fence along the property lines to control noise, traffic, lights and trash. (Boland - 1077 Century Avenue).
2. It will increase traffic at the center and boost retail and keep up with development in the area. (Fattah - 2730 Stillwater Road - Oakdale Pharmacy).
3. I am in favor of the proposal but it must have a solid board fence eight-feet-high on the south and west sides. (Kuntz - 2686 Stillwater Road).
4. I miss the hardware store and I like the restaurant plan too. (Zacho - 2689 Midvale Place).
5. I see no reason not to. (Gramer Partners, owners of the commercial center at 2720 Stillwater Road).
6. A restaurant is needed and also a hardware store. (Pepin)
7. It will add to the value of the community. It will also help our business. Knowlan's has always been a good neighbor. (Yocum - 2729 Stillwater Road).

Opposed

1. My husband and I are totally against this project as we live across from 2702 Stillwater Road. We already have a traffic problem trying to get in and out of our driveway. We would also have more delivery trucks, more litter in our front yard and ditch. Food odors from the restaurant, exhaust smells from cars and trucks and a lot more added noise. We moved into our home in 1959. We saw a church removed to make room for Yocum's gas station. We saw a house removed to make room for Yocum's office. (No problem with the office as it was built to look like a house.) We saw another house removed to make room for an addition on Knowlan's and also to extend their parking lot. At this time I think Maplewood has enough commercial property on this intersection. There are too many nice, well-kept homes on Stillwater Road to have this proposal devalue our properties. (McGinley - 2697 Stillwater Road).

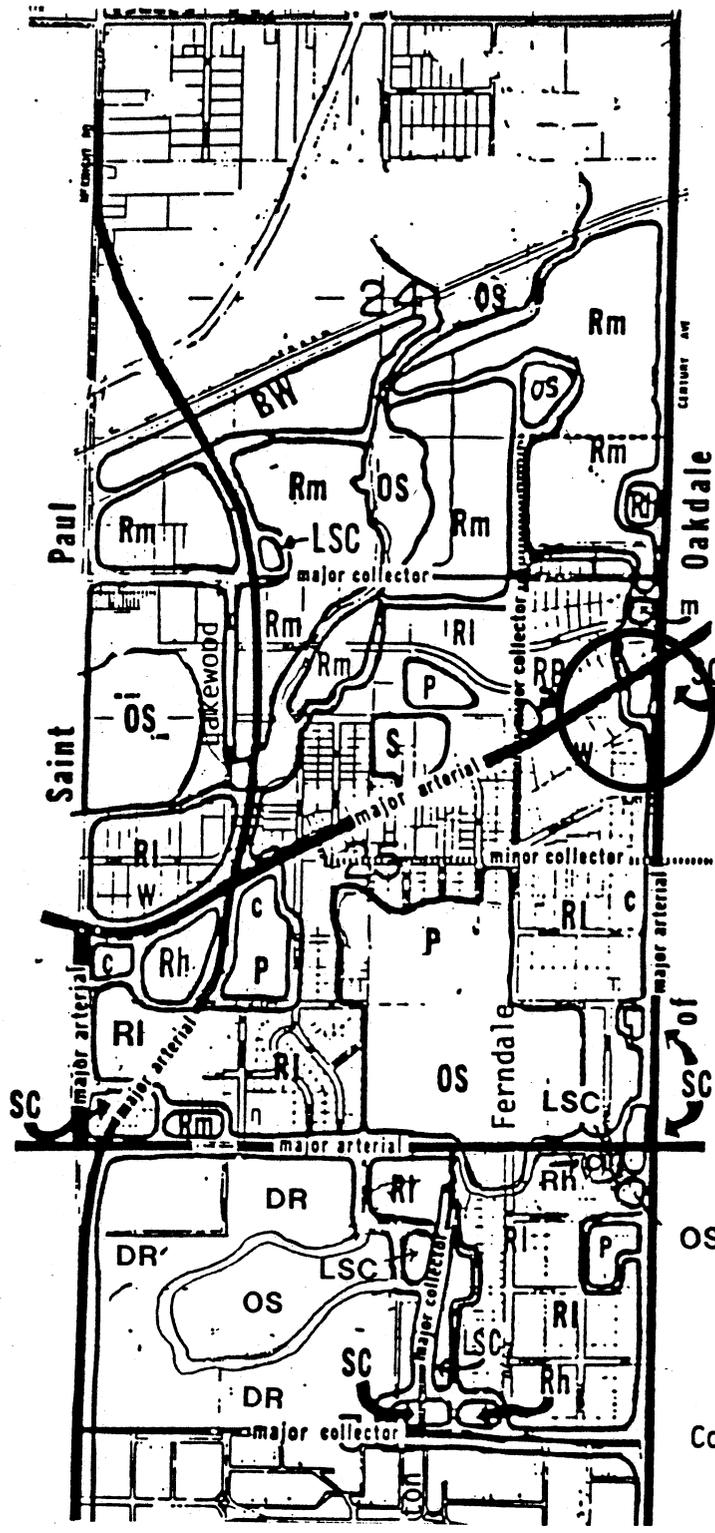
2. It is much too busy the way it is now. We would not benefit one thing. It should not be developed - leave it the way it is!! It was like this when we bought our homes from this new center. I already pick-up a handful of trash each day in my front yard. There are a number of accidents on Stillwater Road and Century the way it is now. Any more traffic would only increase the number of accidents. We already live across from a busy center with hundreds of headlights shining in our windows. Who is going to want to buy a home across from that much traffic? We will never be able to sell our property. We have a hard time getting in and out of our driveway now. Any more traffic coming from Knowlan's we will need a stop light at the end of each driveway. Noise. What happens if this restaurant does not make it - what will go in place of it? There are far too many strip malls in Oakdale that are not occupied right now and they are still building. They have made enough commercial property out of this corner. We have lost a lot of nice homes over the years. You do not have to live across from this as we do. The only way I would vote for this is if they buy my property and I will move out.
(Meath - 2705 Stillwater Road).

On August 26, Knowlan's submitted the petition on page 11. The three people who had no comment and one person who was opposed in our survey signed the petition in favor of the zoning changes.

kr/memo32.mem

Attachments

1. Location Map
2. Land Use Plan Map
3. Property Line/Zoning Map
4. Site Plan
5. Letter: Knowlan's
6. Petition
7. BC(M) zoning uses
8. Plan Change Resolution
9. Zone Change Resolution



Larpenteur

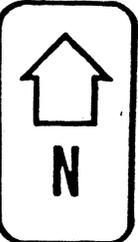
Maryland Ave.
Stillwater Road

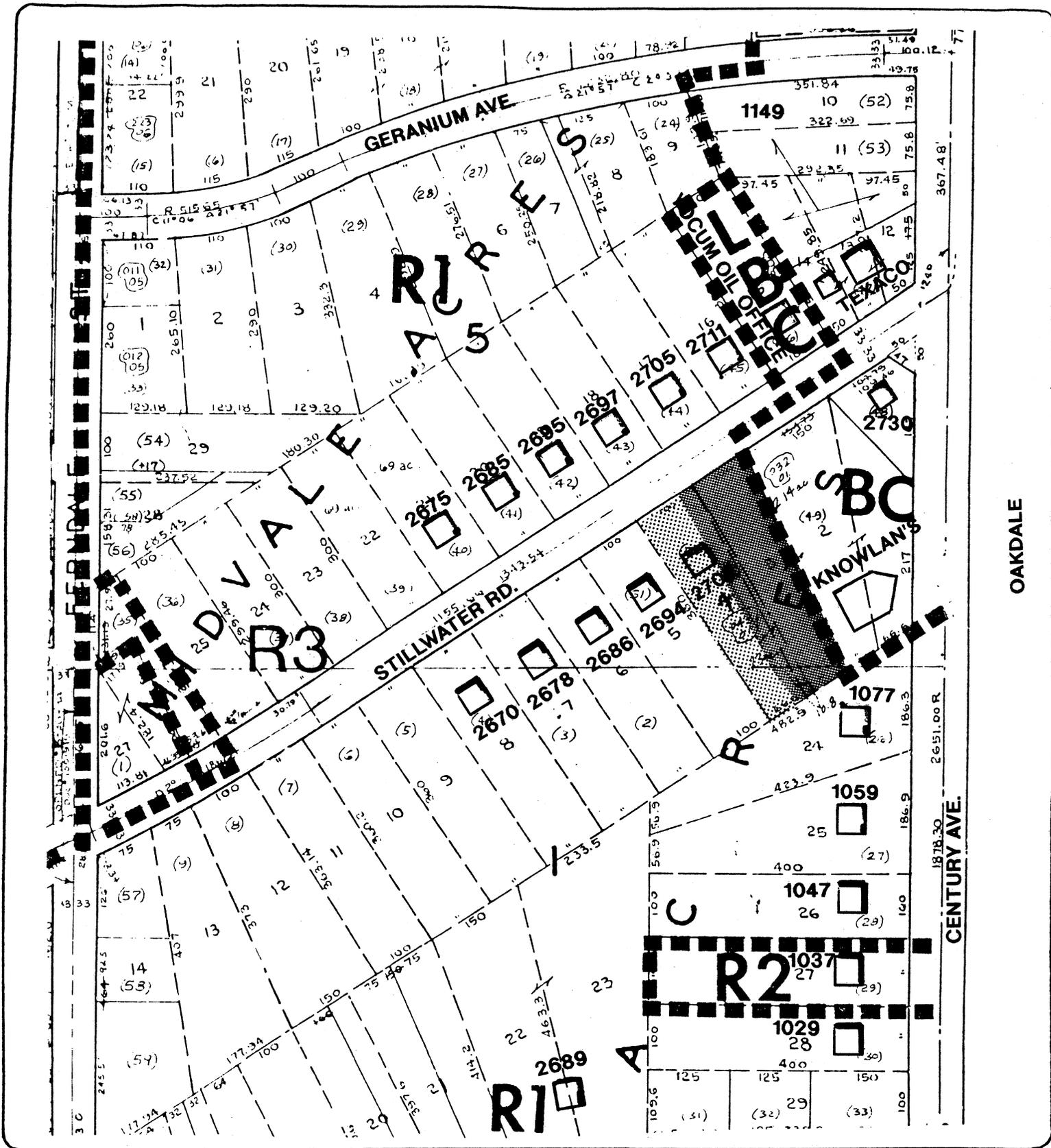
Harvester

Minnehaha

Conway

LAND USE PLAN





PROPERTY LINE / ZONING MAP



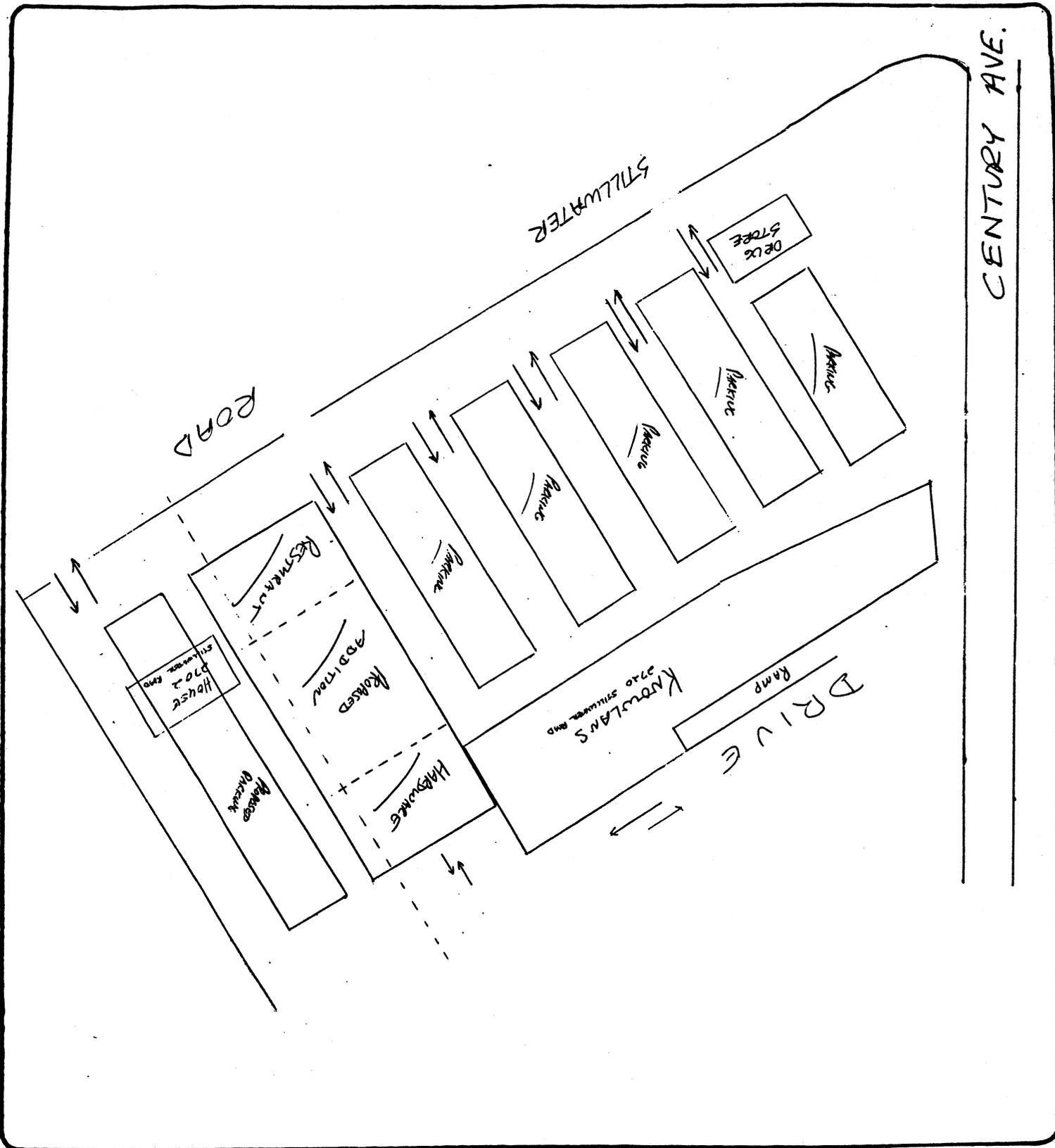
REQUESTED BC REZONING



REQUESTED LBC REZONING



N



SITE PLAN



Knowlan's

Marie K. Aarthun, C.E.O.

April 30, 1991

Mr. Kenneth Roberts
Associate Planner
City of Maplewood
1830 E. County Rd. B
Maplewood, MN 55109

Dear Mr. Roberts,

Knowlan's Super Markets is presently operating a 22,000 square foot store at 2720 Stillwater Road in Maplewood. We are presently leasing the building from Gramer Partners located at 4804 - 60th Street West in Edina, MN 55424.

During the past three years we have experienced a decrease in our sales due to new competition located in cities near our location in Maplewood.

- a.) Rainbow Foods in Oakdale
- b.) New Market Foods in Woodbury
- c.) Kowalski's Foods in St. Paul

These three stores are all located in our trade area.

We have talked to the owners of Gramer Partners regarding the expansion of the shopping strip on Stillwater Road and the possibility of bringing in new merchants so that we can help maintain retail growth in this Maplewood area.

If we can rezone lot 3 block 1 from LBC to BC and re-zone Knowlan's property on lot 4 block 1 to LBC we feel that we would be able to develop this area in Maplewood for increased retail sales.

This area is in need of a restaurant and also a hardware store to replace the hardware store that recently closed in this shopping strip.

Please get back to us on this matter at your earliest convenience.

Sincerely,



Marie K. Aarthun
President

MK:deb

TO THE CITY OF MAPLEWOOD,

AUGUST 26, 1991

WE SUPPORT KNOWLAN'S SUPER MARKETS REQUEST TO REZONE LOT 3 BLOCK 1 FROM LBC TO BC AND REZONE LOT 4 BLOCK TO LBC.

- 2694 STILLWATER ROAD Robert W. Hagle PHONE 739-8858
- 2675 STILLWATER ROAD Marie Handwick PHONE 735-8527
- 2685 STILLWATER ROAD John J. Van Dyke, Jr. PHONE 738-2209
- 2695 STILLWATER ROAD Sam Waggen PHONE 739-8972
- 2697 STILLWATER ROAD _____ PHONE _____
- 2705 STILLWATER ROAD _____ PHONE _____
- 2711 STILLWATER ROAD Glen Tyrone PHONE 773-9512
- 2719 STILLWATER ROAD Anthony Yocum PHONE 7399141
- 2720 STILLWATER ROAD Frank K. Carter PHONE 774-9621
(GRAND PARTNERS SENT LETTER OF SUPPORT TO KENNETH ROBERTS)
- 2729 STILLWATER ROAD Anthony Yocum PHONE 7399141
- 2730 STILLWATER ROAD Frank K. Carter PHONE 735-2300
- 2686 STILLWATER ROAD Lester Hunt PHONE 739 8358
- 2678 STILLWATER ROAD Gary Denton & Thomas Denton PHONE 738-4802
- 2670 STILLWATER ROAD Rose Hendrickson PHONE 739-0298
- 2689 MIDVALE PLACE William R. Jacob PHONE 739-8155
- 1077 CENTURY AVE. NO. Melvin Blau PHONE 731-4899
- 2674 GERANIUM AVE. E. Kathy & John Schmitt PHONE 777
- 1044 CENTURY AVE. NO. Ralph W. Anderson PHONE 739 0968
- 1037 CENTURY AVE. NO. J. Young PHONE 776-4838
- 2702 STILLWATER ROAD Frank K. Carter PHONE 774-9621
- 2722 STILLWATER ROAD Ben Fausch PHONE 738-0203
- 2724 STILLWATER ROAD Debra A. Johnson PHONE 771-7200

Sec. 36-155. BC(M) Commercial District (Modified).

(a) *Intent.* The BC(M) Business Commercial District (Modified) is intended to provide for the orderly transition between more intensive commercial uses and low or medium density residential areas. Restrictions on, but not limited to, building height, setbacks, orientation, parking lot location, or location of building entrances may be required to ensure compatibility with abutting residential uses.

(b) *Permitted uses.* Only the following uses are permitted by right in this district:

- (1) Retail store, office, agency, studio, bank, personal service, craftsmen's shop, or mortuary.
- (2) Hotel or motel.
- (3) Walk-in theatre.
- (4) Job printing shop.
- (5) Bakery or candy shop producing goods for on-premises retail sales.
- (6) Motor vehicle accessory installation center.
- (7) Any use of the same general character as any of the above uses, provided that no use which is noxious or hazardous shall be permitted.

(c) *Conditional uses.* The following uses are permitted, subsequent to approval of a conditional use permit:

- (1) All uses permitted in R-3, multiple-dwelling districts, except single or double dwellings.
- (2) Laundromat or similar automatic self-service laundry.
- (3) Restaurant, where there are no drive-up order windows or serving of food to patrons in their automobiles. All cooking odors must be controlled so as not to be noticeable to adjacent residences.
- (4) Place of amusement, recreation, or assembly, other than a theater, where there are no outdoor activities.
- (5) Minor motor fuel station, subject to the requirements in section 36-151(b)(9).
- (6) Any use of the same general character as any of the above uses, provided that any use which is noxious or hazardous shall not be permitted.

(d) *Prohibited uses:*

- (1) Drive-in theaters or drive-in restaurants.
- (2) Commercial or fee parking lots where such use is the only use of a given parcel or where such use provides for general rather than specific use parking.
- (3) The exterior storage, display, sale, or distribution of equipment, goods, or materials.
- (4) Car wash.
- (5) Public garage or major motor fuel station.
- (6) Compressed natural gas or liquid petroleum gas dispensing facilities.

(e) *Definitions:* "Drive-in restaurant" means a restaurant with a drive-up order window or serving of food to patrons in their automobiles.

LAND USE PLAN CHANGE RESOLUTION

WHEREAS, Knowlan's Supermarkets, Inc. applied for a change to the City's land use plan for Lots 3 and 4, Block One, Midvale Acres.

WHEREAS, the history of this change is as follows:

1. The Planning Commission held a public hearing on _____, 199_. City staff published a hearing notice 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 _____.
2. The City Council discussed the plan amendment on _____, 1991. They considered reports and recommendations from the Planning Commission and City staff.

NOW, THEREFORE, BE IT RESOLVED that the City Council change the land use plan for Lots 3 and 4 to LSC (limited service commercial) for the following reasons:

1. The change will be consistent with the goals and objectives of the comprehensive plan.
2. The change will be compatible with the surrounding land uses.

Adopted on _____, 1991.

RESOLUTION: ZONING MAP CHANGE

WHEREAS, Knowlan's Supermarkets, Inc. applied for a change in the zoning map from R-1, (single-dwelling residential) to BC (business commercial) and LBC (limited business commercial).

WHEREAS, this change applies to the following properties:

1. Lot 3 and the east 25 feet of Lot 4, Block One, Midvale Acres to BC (business commercial).
2. The rest of Lot 4, Block One, Midvale Acres to LBC (limited business commercial).

WHEREAS, the history of this change is as follows:

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

NOW, THEREFORE, BE IT RESOLVED that the City Council change the zoning on Lot 3 and the east 25 feet of Lot 4 to BC(M) and the rest of Lot 4 to LBC 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.

Adopted on _____, 1991.

Attachment 9

The public hearing was opened for comments from the audience.

Don and Corrine McGinley, 2697 Stillwater Road, and Mike Meath, 2705 Stillwater Road, spoke in opposition to this proposal.

Since there were no additional speakers, the public hearing was closed.

Commissioner Fischer moved the Planning Commission recommend:

- (1) Adoption of the resolution which changes the Comprehensive Plan from RL (residential low density) to LSC (limited service commercial) for Lots 3 and 4. This change is based on the following:
 - (a) The change will be consistent with the goals and objectives of the Comprehensive Plan.
 - (b) The change will be compatible with the surrounding land uses.
- (2) Adoption of the resolution which changes the zoning from R-1 (single dwellings) to BC-M (business commercial modified) for Lot 3 and the east 25 feet of Lot 4 and R-1 to LBC (limited business commercial) for the rest of Lot 4. This rezoning is based on the findings required by City Code.

Commissioner Martin seconded

Ayes--Anitzberger, Axdahl,
Fischer, Gerke, Martin,
Pearson, Sigmundik

Nays--Sinn

The motion passed.

Commissioner Fischer moved the Planning Commission recommend to the Community Design Review Board and City Council that the site plan give adequate consideration to:

- (1) buffering adjacent properties from additional noise and headlight glare through berming, screening, and mature plantings and
- (2) limiting driveway access, placement and traffic flow.

Commissioner Martin seconded

Ayes--Anitzberger, Axdahl,
Fischer, Gerke, Martin,
Pearson, Sigmundik, Sinn

The motion passed.

6. NEW BUSINESS

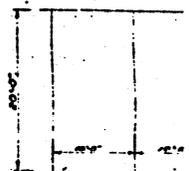
a. Code Change: Recycling Facilities

Secretary Olson presented the staff report and discussed the code change with the Commission.

revised and approved landscaping plan
as per conditions of uses

RESIDENTIAL
(PROPOSED
EXPANSION
AREA)

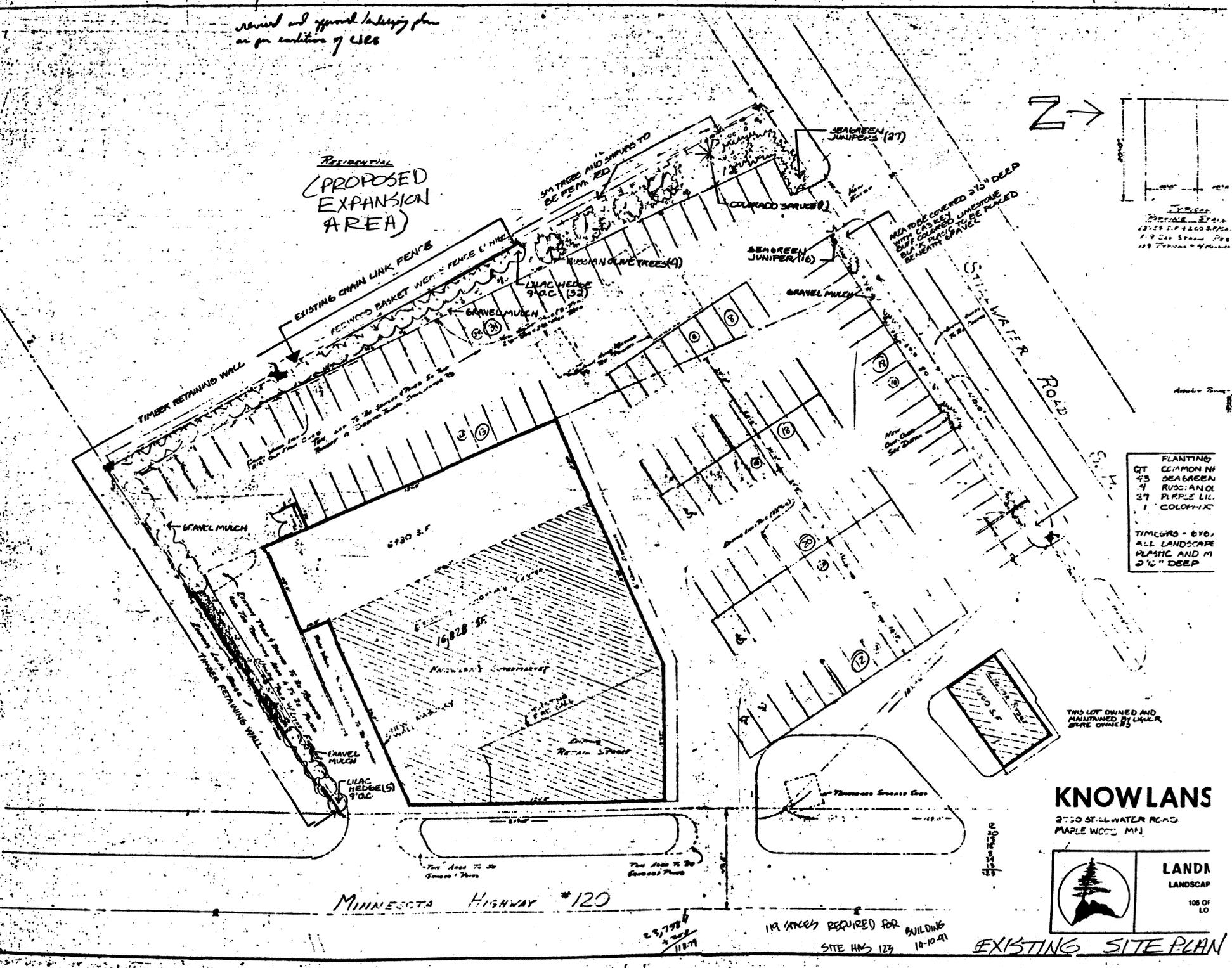
Z →



1.5" DEEP
PORTLAND CEMENT
1305 LB 4400 S/P/C
1.9 Cu Yards Per
100 Square Feet

PLANTING	
QT	CELESTINE
43	SEAGREEN
4	RUSSIAN
37	PURPLE LIL.
1	COLOPHIX

TIMBERS - 6" x 6"
ALL LANDSCAPE
PLASTIC AND M
2 1/2" DEEP



TWO LOT OWNED AND
MAINTAINED BY LOWER
STAIR OWNERS

KNOWLANS
2700 STILLWATER ROAD
MAPLE WOOD, MN



LANDSCAP
108 OF
LO

EXISTING SITE PLAN

114 SPACES REQUIRED FOR BUILDING
SITE HNS 123 12-10-91

MINNESOTA HIGHWAY #120

2,579 sq ft
11.7



5M BE PO

COLORADO SPRUCE

CHAIN LINK FENCE

FENCE 6' HIGH

RUSSIAN OLIVE TREES (4)

SEA GREEN JUNIPER (16)

GRAV

LILAC HEDGE
9' O.C. (32)

GRAVEL MUGH

(34)

SIT-DOWN REST

(8)

EXPANSION
AREA
80 x 150

12,000 S.F.
7,000 S.F.
8,000 S.F.

RETAIL



To Be Gravel Paved So That
Directs Toward Structure

80'

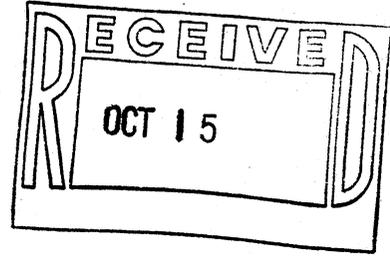
15' x 0'

(18)

(17)

(13)

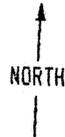
MINNESOTA DEPARTMENT of TRANSPORTATION
DISTRICT 9 - TRAFFIC ENGINEERING



P.M.

C.S. : 6227
DATE : APRIL 13, 1988
LOCATION : TH 120 & TH 5 S. JCT.
PEAK HOUR : 16:30-17:30

PEAK HOUR
INTERSECTION VOLUMES



T.H. 120

T.H. 5

STILLWATER BLVD.

2036

#2

793		
219	528	46
A	B	C

1
2
4
3

414

D	47	299
E	155	
F	97	

#4

1077

1492

#1

1	407	M
0	569	L
7	102	K
8		

778

7
2
7

J	H	G
40	789	163
992		

#3

1719

LANES OF APPROACH

	RIGHT TURN	LEFT TURN	THRU LANES	TOTAL
#1	1	1	1	3
#2	0	0	2	2
#3	0	0	2	2
#4	1	1	1	3

789
46
569
97

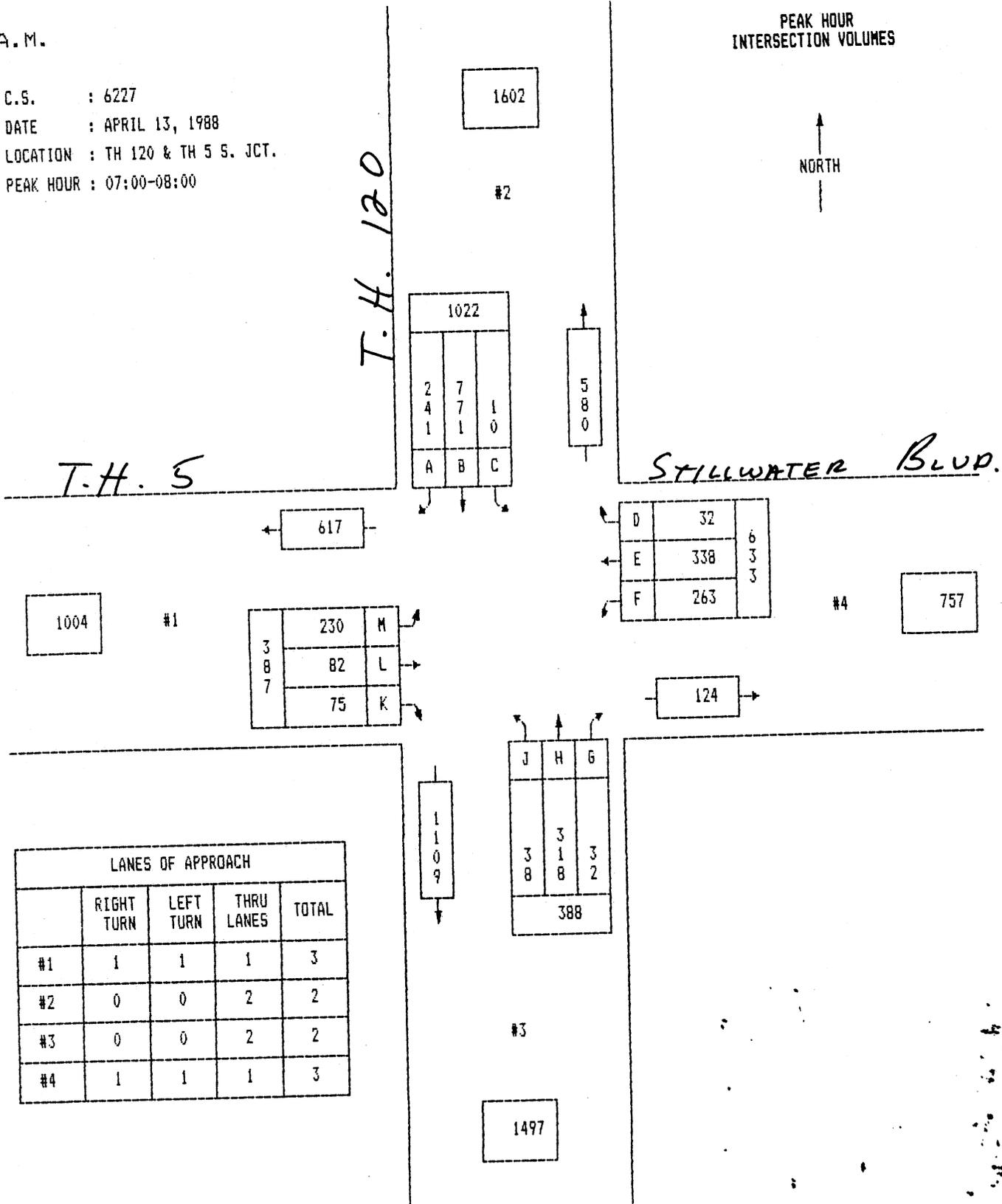
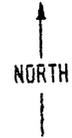
1501 Conflicts
 LEVEL OF SERVICE "F"

MINNESOTA DEPARTMENT of TRANSPORTATION
 DISTRICT 9 - TRAFFIC ENGINEERING

A.M.

C.S. : 6227
 DATE : APRIL 13, 1988
 LOCATION : TH 120 & TH 5 S. JCT.
 PEAK HOUR : 07:00-08:00

PEAK HOUR
 INTERSECTION VOLUMES



MINNESOTA DEPARTMENT of TRANSPORTATION
DISTRICT 9 - TRAFFIC ENGINEERING
TRAFFIC VOLUME AND TURNING MOVEMENT STUDY

C.S. : 6227
 DATE : APRIL 13, 1988
 LOCATION : TH 120 & TH 5 S. JCT.

	FROM: WEST			FROM: NORTH			FROM: SOUTH			FROM: EAST			TOTAL
	TO: NORTH	TO: EAST	TO: SOUTH	TO: WEST	TO: SOUTH	TO: EAST	TO: WEST	TO: NORTH	TO: EAST	TO: NORTH	TO: WEST	TO: SOUTH	
	M	L	K	A	B	C	J	H	G	D	E	F	
06:00-06:15	3	7	4	4	33	1	1	17	7	2	10	16	105
06:15-06:30	5	8	7	16	65	3	4	30	3	4	24	24	193
06:30-06:45	23	20	10	18	103	1	5	35	5	0	41	32	293
06:45-07:00	22	16	8	41	97	1	1	46	6	3	61	40	342
07:00-07:15	21	12	18	42	169	3	9	77	3	7	66	44	471
07:15-07:30	80	21	36	67	200	3	5	91	6	9	102	88	708
07:30-07:45	73	16	10	84	232	2	12	71	10	11	100	86	707
07:45-08:00	56	33	11	48	170	2	12	79	13	5	70	45	544
08:00-08:15	34	14	6	33	148	4	5	62	12	4	28	34	384
08:15-08:30	43	4	10	30	101	3	6	56	5	10	35	28	331
08:30-08:45	20	11	13	24	79	5	8	72	8	5	21	21	287
08:45-09:00	20	17	17	23	85	4	8	56	7	9	17	15	278
SUBTOTAL	400	179	150	430	1482	32	76	692	85	69	575	473	4643
15:00-15:15	35	43	11	28	109	7	14	95	12	4	35	15	408
15:15-15:30	58	58	14	40	107	3	12	96	17	5	33	19	462
15:30-15:45	67	51	20	45	113	6	20	124	17	5	26	20	514
15:45-16:00	83	61	18	49	117	5	17	138	35	3	22	16	564
16:00-16:15	51	75	18	46	99	7	12	146	46	8	49	11	568
16:15-16:30	77	80	22	60	114	3	7	169	37	13	60	19	661
16:30-16:45	84	134	23	62	129	8	7	193	45	6	37	14	742
16:45-17:00	90	176	22	52	121	9	10	215	31	14	36	27	803
17:00-17:15	104	151	20	58	158	16	15	192	40	18	37	19	828
17:15-17:30	129	108	37	47	120	13	8	189	47	9	45	37	789
17:30-17:45	68	74	17	55	117	10	14	167	17	7	44	24	614
17:45-18:00	60	50	28	49	131	8	16	137	22	15	54	31	601
SUBTOTAL	906	1061	250	591	1435	95	152	1861	366	107	478	252	7554
TOTAL	1306	1240	400	1021	2917	127	228	2553	451	176	1053	725	12197

Action by Council:

Endorsed _____
Modified _____
Rejected _____
Date _____

AGENDA REPORT

TO: Mayor and City Council
FROM: City Manager Mike
RE: **PARKSIDE FIRE DEPARTMENT'S REQUEST FOR REIMBURSEMENT**
DATE: December 2, 1991

INTRODUCTION

At the November 14th meeting, the City Council tabled this item until the December 9, 1991 meeting. The agenda report from November 14th is attached.

AGENDA REPORT

TO: Mayor and City Council
FROM: City Manager
RE: PARKSIDE FIRE DEPARTMENT'S REQUEST FOR REIMBURSEMENT
DATE: November 4, 1991

INTRODUCTION

On October 24th, we received the attached letter from the Parkside Fire Department. The letter requests that the City Council reconsider its decision made last May not to reimburse the Fire Department for the purchase of a computer and associated software. Since this item was discussed over five months ago, it is considered New Business rather than a vote to reconsider.

BACKGROUND

Purchase and reimbursement request for computer

In March, 1991, KPMG Peat Marwick conducted a financial and accounting review of the City's three volunteer fire departments. As part of the final recommendations, the report recommended that Parkside "consider purchasing a microcomputer and general ledger software to facilitate" recordkeeping. Before the City Council accepted the report and its recommendations, Parkside purchased the computer and software. Parkside then requested that the City reimburse them for the expenditures since the City's consultant recommended the purchase, and the funds were not included in the 1991 budget. At the May 13, 1991, meeting, the City Council denied the reimbursement. A copy of the agenda report, dated May 6, 1991, and the minutes from the May 13, 1991, meeting are attached.

City's request for 2% cut in Fire Departments' contracts

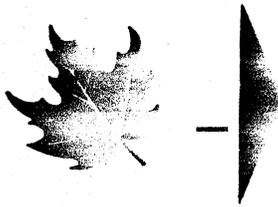
The State reduced the City's State aid by \$286,000 in 1991. To absorb that revenue reduction, all City departments were required to participate in budget adjustments. The three fire departments were each requested to accept a 2% cut in their total contract amount for 1991. East County Line and Gladstone accepted the 2% cut, and their remaining contract payments were reduced accordingly. However, the Parkside Fire Department did not accept the reduction and asked for payment in full for 1991. At the May 28, 1991, meeting, the City Council decided to take no action in 1991 and deal with the 2% cut in the 1992 Budget. A copy of the May 28, 1991, minutes is attached.

DISCUSSION

Parkside Fire Department has requested that the City Council reconsider its decision about the computer reimbursement of \$2,840. In return, the Fire Department states that they will reconsider accepting the 2% reduction (\$4,480) in their 1991 budget like the other two fire departments did earlier in the year. Parkside would accomplish this by repaying \$4,480 to the City before the end of 1991.

RECOMMENDATION

It is recommended that the City Council review Parkside's request for the \$2,840 computer equipment reimbursement in return for their reconsideration of accepting the 2% cut in their 1991 Budget. Since this is a New Business item, a motion to approve or not approve the reimbursement would be appropriate.



PARKSIDE VOLUNTEER FIRE DEPARTMENT INC.

2001 McMENEMY ROAD • MAPLEWOOD, MINNESOTA 55117 • (612) 776-0174

24, October, 1991

Mr. Mike McGuire
City Manager
City of Maplewood
1830 East County Road B
Maplewood, Mn. 55109

Dear Mr. McGuire,

Please find enclosed, a copy of your letter to us dated 6, May, 1991. It outlines the issues involved with our request for repayment for the purchase of a computer and software, to implement the procedures required by Peat Marwick with regard to our record keeping procedures for the proposed 1991 audit.

As we all know, this request was denied by the City Council. I would like to request that this issue be introduced, again, for the Council's reconsideration. If you grant us payment of \$2,840.00, as requested, for this expenditure, we, in turn will reconsider the 2% budget cut of \$4,480.00, for 1991, before the end of the year. However, without this reimbursement, such reconsiderations, would be impossible.

It is the Fire Department's hope that the Council will look at this issue with a positive approach. I would like to emphasize, that had it not been for Peat Marwick's recommendation to purchase a computer and software to aid in the 1991 audit, a purchase such as this would not have been made during this year.

Since the computer was purchased to cooperate with the City, and the recommendations made, I find it hard to believe the Council would reject repayment, because of reacting prematurely, on this issue.

If you feel that the software is of no benefit to the City, please consider repayment of \$2,250.00, for the computer, alone. Our request, however, remains for repayment of \$2,840.00, to resolve the entire matter.

Sincerely,

LeRoy Hale
Executive Chief
Parkside Fire Department

H. AWARD OF BIDS

I. UNFINISHED BUSINESS

1. Discussion of Recycling Ordinances

- a. Assistant City Manager Maglich presented the staff report.
- b. City Attorney Kelly explained the legal procedures for reconsideration of an item.
- c. Councilmember Zappa moved that Council direct staff to update the Mining Ordinance and submit it for 2nd reading at the June 10, 1991 meeting and to prepare a separate recycling ordinance to be presented to Council within a two-month period.

Seconded by Councilmember Rossbach Ayes - all

2. Parkside Fire Department

- a. Assistant City Manager Maglich presented the staff report.
- b. Mayor Bastian moved to take no action and deal with the 2% cut in the 1992 Budget for Parkside Fire Department.

Seconded by Councilmember Carlson Ayes - all

J. NEW BUSINESS

1. Site Plan Revision: 3M Classroom Building (600 Carlton St.)

- a. Assistant City Manager Maglich presented the staff report.
- b. Director of Community Development Olson presented the specifics of the report
- c. Dale Hazelrud, Supervisor, 3M Co., spoke on behalf of the proposal.
- d. Councilmember Zappa to revise the site plan of the May 20, 1991 staff report that allows the addition of 4 antennas, subject to 3M installing the base for the ground antennas at least 15 feet from the water line, the antenna dishes at least 10 feet from the waterline, and planting of approximately 15-foot (from ground grade) evergreens to shield the antennas from the South and East.

Seconded by Mayor Bastian Ayes - all

2. Design Review Appeal - Baker's Square Addition, 3088 White Bear Ave.

- a. Assistant City Manager Maglich presented the staff report.
- b. Director of Community Development Olson presented the specifics of the report
- c. Dave Randolph, Baker's Square Project Manager, spoke on behalf of denying the appeal.

Mark Leisman, representing the property owner for Hardee's Restaurant and the Schwinn property expressed their views.

- b. Councilmember Zappa moved to deny the request to reimburse the Parkside Fire Department for the computer hardware and software.

Seconded by Councilmember Juker

Ayes - Councilmembers Carlson, Juker, Zappa

Nays - Mayor Bastian, Councilmember Rossbach

Motion Passed 3 - 2

- c. Councilmember Zappa moved to follow legal counsel's advise to investigate the legality of the contract if the 2% reduction can be made in 1991 or wait until 1992.

Motion died for lack of a second.

- d. Councilmember Juker moved to table for legal opinion.

Seconded by Councilmember Rossbach

Ayes - Councilmembers Carlson, Juker, Rossbach, Zappa

Nays - Mayor Bastian

3. Approval of Agreement - Project 90-10: McKnight/Highwood Outlet

- a. Manager McGuire presented the staff report.

- b. Councilmember Bastian moved to enter into an agreement with Ramsey County and proceed with the project.

Seconded by Councilmember Zappa

Ayes - all

4. Grading and Erosion Control Ordinances (1st Reading)

- a. Manager McGuire presented the staff report.

- b. Councilmember Zappa moved first reading of the Grading and Erosion Control Ordinance and to request staff to number the sections in the proposal.

Seconded by Councilmember Carlson

Ayes - all

5. Conway Avenue Resurfacing

- a. Manager McGuire presented the staff report.

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

- c. Councilmember Zappa introduced the following resolution and moved its approval.

91 - 05 - 62

WHEREAS, after due consideration on the construction of bituminous overlay and miscellaneous maintenance on Conway Avenue from McKnight Road to Century Avenue, City Project 91-03, the Council has fully considered the same;

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

3.01 Economic Development District No. 101, Economic Development District No. 1-2 and Economic Development District No. 1-3, when established, were established as economic development districts within the meaning of Minnesota Statutes Section 469.174, Subdivision 12. The City reaffirms the findings previously made with respect to the establishment of Economic Development District No. 1-1, Economic Development District No. 1-2 and Economic Development District No. 1-3.

3.02 Housing District No. 1-1, Housing District No. 1-2 and Housing District No. 1-3, when established, were established as housing districts within the meaning of Minnesota Statutes, Section 469.174, Subdivision 11. The City reaffirms the findings previously made with respect to the establishment of Housing District No. 1-1, Housing District No. 1-2 and Housing District No. 1-3.

3.03 The Council reaffirms the findings, reasons and supporting facts previously made that the proposed development, in the opinion of the Council, would not occur solely through private investment within the reasonably foreseeable future and, therefore, the use of tax increment financing is deemed necessary.

3.04 The Council reaffirms the findings, reasons and supporting facts previously made that the Tax Increment Financing Plans for Economic Development District No. 1-1, Housing District No. 1-1, Housing District 1-2, Economic Development District No. 1-2, Housing District No. 1-3 and Economic Development District No. 1-3 conform to the general plan for the development or redevelopment of the City as a whole.

3.05 The Council reaffirms the findings, reasons and supporting facts previously made that the Tax Increment Financing Plans for Economic Development District No. 1-1, Housing District No. 1-1, Housing District 1-2, Economic Development District No. 1-2, Housing District No. 1-3 and Economic Development District No. 1-3 will afford maximum opportunity consistent with the sound needs of the City as a whole, for the development of Development District No. 1 by private enterprise.

Section 4. Approval of the Amendments to Tax Increment Financing Plans.

4.01 The amendments to the Tax Increment Financing Plans for Economic Development District No. 1-1, Housing District No. 1-1, Housing District No. 1-2, Economic Development District No. 1-2, Housing District No. 1-3 and Economic Development District No. 1-3 are hereby approved and adopted.

4.02 The staff of the City, the City's advisors and legal counsel are authorized and directed to proceed with the implementation of the amendments to the Tax Increment Financing Plans and for this purpose to negotiate, draft, prepare and present to this Council for its consideration all further plans, resolutions, documents and contracts necessary for this purpose.

Seconded by Councilmember Zappa

Ayes - all

2. Parkside Fire Department Contract

a. Manager McGuire presented the staff report.

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Director of Community Development
SUBJECT: CDRB Appeal - U-Haul
DATE: November 18, 1991

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

Councilmember Juker appealed the Community Design Review Board's approval of U-Haul's request to add metal wall panels on their building.

attachments: October 18 staff report

MEMORANDUM

TO: City Manager
FROM: Thomas Ekstrand, Associate Planner
SUBJECT: Design Review
LOCATION: 2242 White Bear Avenue
APPLICANT: U-Haul
PROJECT TITLE: Building Exterior Remodel
DATE: October 18, 1991

INTRODUCTION

U-Haul is asking for approval to put metal wall panels on the exterior of their building. The walls would have raised-seam, corrugated panels. The fascia panels would be flat with recessed seams. The fascia would not continue across the rear elevation.

BACKGROUND

U-Haul Site

June 5, 1990: The Community Design Review Board approved U-Haul's plans to remove the existing building and put up a new one. The new building was to be a butler building with off-white brick veneer. The fascia was to be metal like the current proposal.

Fleming's Service Station

May 28, 1991: The Board approved revised site and architectural plans for Joe Fleming's service station at 2271 White Bear Avenue across from U-Haul. The Board required that Mr. Fleming resubmit his architectural plans to them showing brick accents on the building.

This was one of several reviews the Board had on this proposal. Each time they required some brick on the building for better aesthetics and compatibility with nearby buildings.

Metal Building Ordinance

Section 9-6(a) states that it shall be unlawful to erect a metal storage building in the City which is of a design commonly referred to as a pole barn or agri-building...

Section 9-6(b) states that special architectural design and nonmetal decorative modifications may be required by the City.

DISCUSSION

One of the findings the Board must make in approving a building or building modification is that the architectural design would be in keeping with the character of the area. (See page 8.) The map on page 7 shows the exterior construction of the commercial buildings in the area. Brick is used on 80% of these buildings either as the main material or as an accent.

The metal building ordinance strives for aesthetic quality. Its purpose is to not allow the "pole building" type exterior unless there are nonmetal decorative modifications to dress up the building. U-Haul should at least put brick on the front and part of the sides of their building. They presently have brick on the front and most of the south side of the building. The brick accent treatment would be consistent with Goodwill and G.A.C. Auto Body, which also are metal buildings. It would also be compatible with the other buildings with brick exteriors in the area and, therefore, satisfy the Review Board Ordinance.

Staff would not consider corrugated metal siding appropriate if this was proposed for a new structure. In this case, however, the material would not be any worse than the flat concrete block presently on the sides and rear of the building. The metal panels would also serve well to cover the window and door openings the applicant plans to close.

RECOMMENDATION

Approve the proposed metal exterior for U-Haul at 2242 White Bear Avenue, subject to U-Haul adding brick to the front wall below the proposed metal fascia. They shall also wrap the brick around both sides of the building as far as it extends now on the south side and six to ten feet along the north elevation.

Appeals

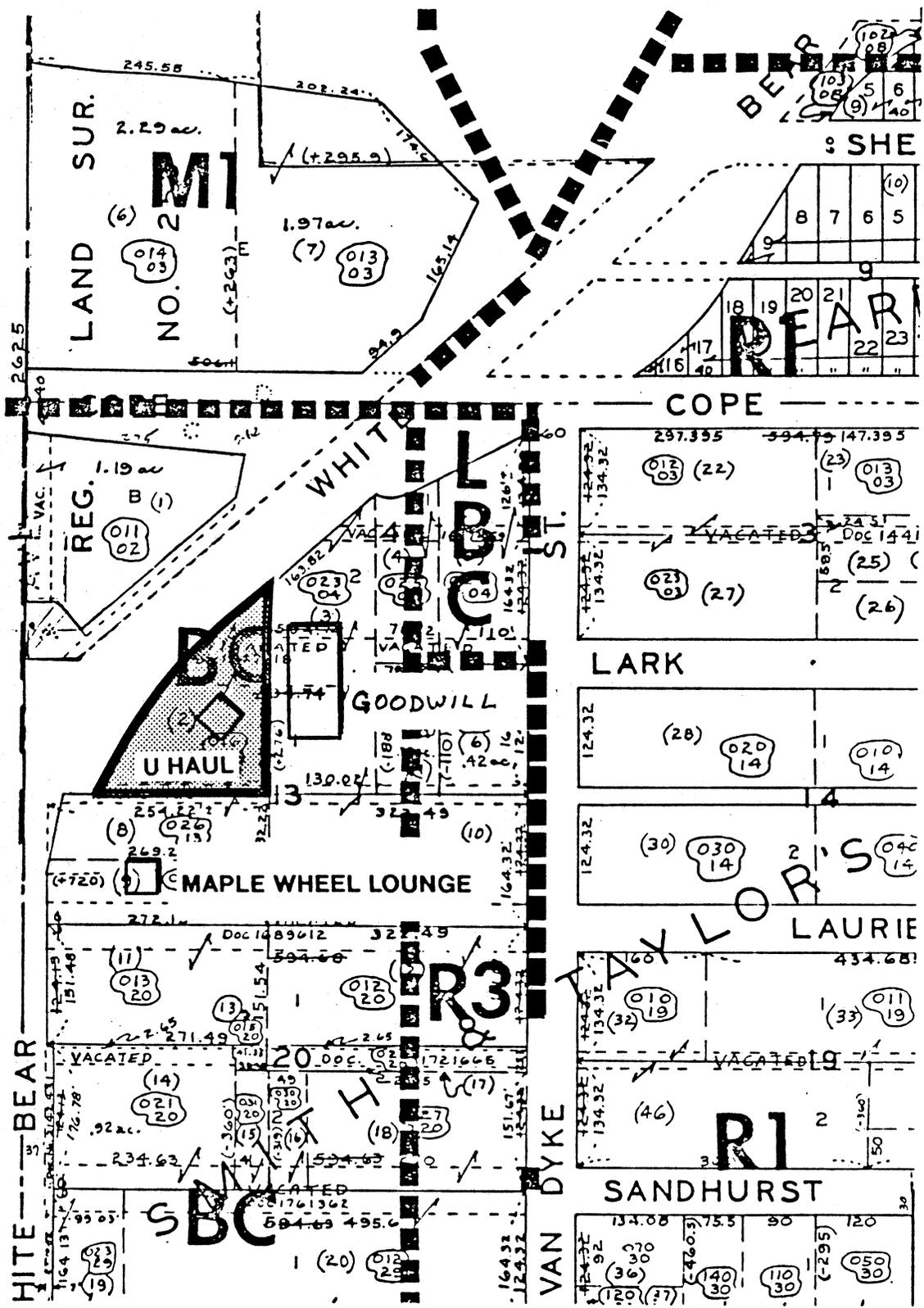
Code requires a 15-day appeal period after the Design Review Board's decision. The City cannot issue the building permit until the appeal period is over.

Anyone may appeal the Board's decision. The City Council reviews all appeals. In the case of an appeal, the City Council must approve the plans before the City can issue a building permit.

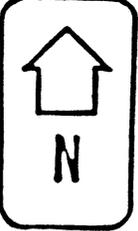
te\uhaul.mem (Section 11)
mb\mem\u-haul

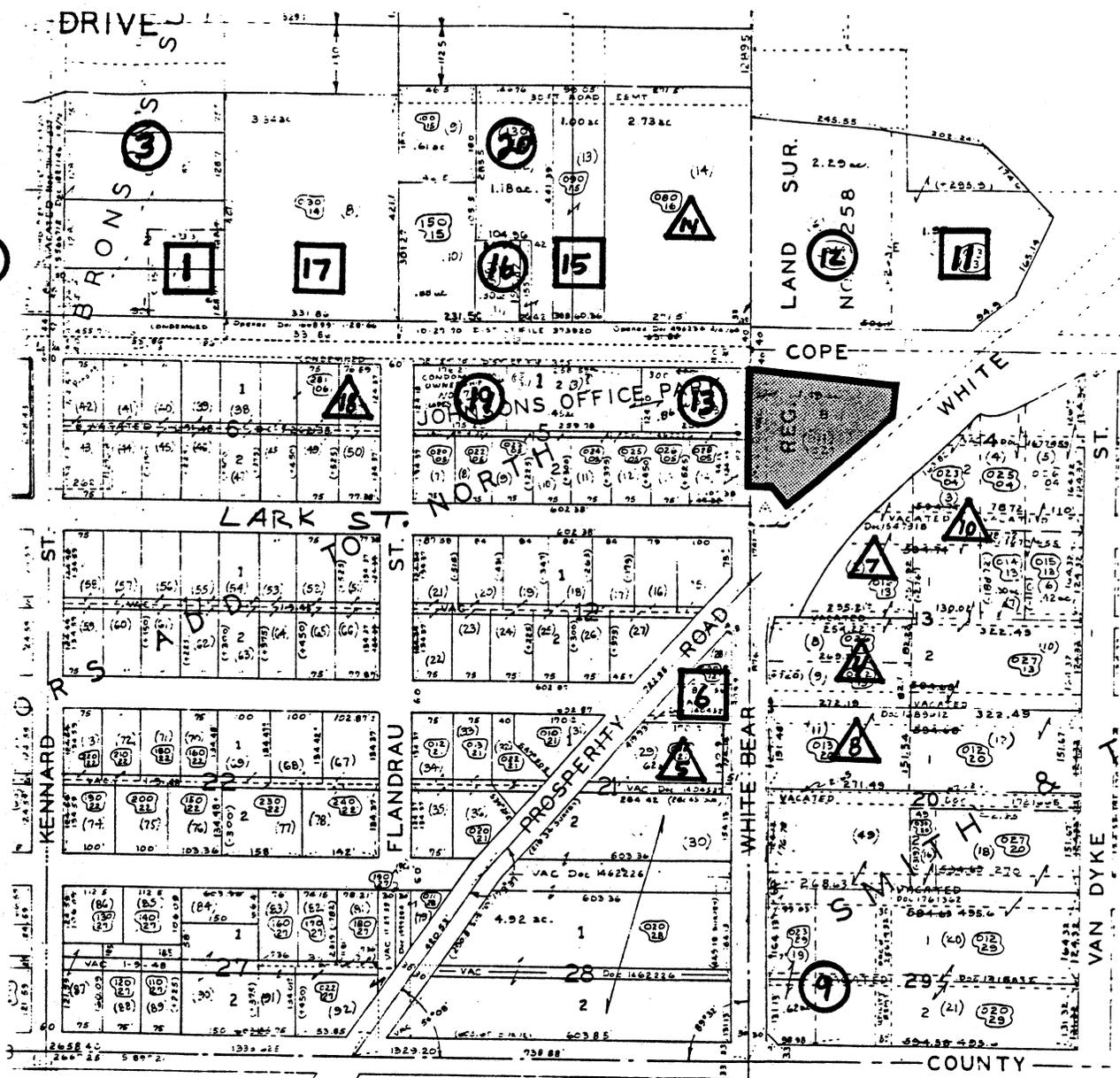
Attachmetns

1. Location Map
2. Property Line / Zoning Map
3. Site Plan
4. Building Materials Map of nearby developments
5. Findings for Approval - Community Design Review Board Ordinance
6. Elevation drawings date-stamped October 7, 1991 (separate attachment)



PROPERTY LINE/ZONING MAP





○ - BRICK □ - NO BRICK △ - BRICK ACCENTS

1. SHEET METAL WORKERS CREDIT UNION - WOOD
2. CITY/COUNTY CREDIT UNION - BRICK
3. SHEET METAL WORKERS UNION HALL - BRICK
4. MAPLEWHEEL LOUNGE - BLOCK W/BRICK FRONT
5. STATE FARM INSURANCE - BLOCK W/BRICK ACCENTS
6. REALTY WORLD - STUCCO
7. U-HAUL - BLOCK W/BRICK FRONT
8. G.A.C. AUTO BODY - METAL W/BRICK FRONT
9. FINAMART - PAINTED BRICK
10. GOODWILL - METAL W/BRICK FRONT
11. BALI HAI - BLOCK W/STONE ACCENTS
12. MCDONALD'S - BRICK
13. RAMSEY CLINIC - BRICK
14. SPECIALTY ENGINEERING - BLOCK W/BRICK ACCENTS
15. STRAUSS SKATES - BLOCK
16. MONSON INSURANCE - BRICK
17. MAPLEWOOD OFFICE PARK - STUCCO, WOOD AND BLOCK
18. COPE AVENUE PROFESSIONAL BUILDING - WOOD W/BRICK ACCENTS
19. NORTHEAST PROFESSIONAL CENTER - BRICK
20. BENJAMINES RESTAURANT - BRICK

Sec. 25-70. Review of application and accompanying materials; required findings for recommended approval; recommended conditions for approval; etc.

(a) The community design review board shall review the written materials submitted with the application under section 25-68 of this article with respect to the following aspects of the proposal:

- (1) General site utilization.
- (2) General architectural considerations, including a review of:
 - a. The height, bulk and area of all buildings on the site.
 - b. The colors and materials to be used.
 - c. The physical and architectural relationship of the proposed structure with existing and proposed structures in the area.
 - d. The site, layout, orientation and location of all buildings and structures and their relationship with open areas and the topography.
 - e. Height, materials, colors and variations in boundary walls, fences or screen plantings.
 - f. Appropriateness of sign design, where provided by article III of chapter 36 of this Code, and exterior lighting.

- (3) General landscaping considerations.
- (4) Graphics to be used.

(b) To recommend approval of an application, the board shall make the following findings:

- (1) That the design and location of the proposed development and its relationship to neighboring, existing or proposed developments and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood; that it will not unreasonably interfere with the use and enjoyment of neighboring, existing or proposed developments; and that it will not create traffic hazards or congestion.
- (2) That the design and location of the proposed development is in keeping with the character of the surrounding neighborhood and is not detrimental to the harmonious, orderly and

* see sec. 2-61
* metal bldgs see 9-6

attractive development contemplated by this article and the city comprehensive municipal plan.

- (3) That the design and location of the proposed development would provide a desirable environment for its occupants, as well as for its neighbors, and that it is aesthetically of good composition, materials, textures and colors.
- (c) The board, in its recommended actions for approval, may:
 - (1) Recommend any conditions that it deems reasonable to its action of approval.
 - (2) Recommend that the applicant, as a condition, provide guarantees that the conditions of approval will be complied with. (Ord. No. 334, § 8, 10-19-72; Ord. No. 427, § 18, 7-14-77)

Sec. 25-71. Recommendations for the establishment of special community design review areas and specific development criteria in relation thereto.

The community design review board may, from time to time at its discretion, recommend to the planning commission that certain special community design review areas, and that specific criteria to be considered in reviewing applications for development within said areas, be established. The planning commission shall review such recommendations and shall recommend approval, modification or denial of same to the city council. The city council shall take the final action on all such recommendations and may designate said areas by resolution. (Ord. No. 334, § 10, 10-19-72)

Sec. 25-72. Final inspections and occupancy permits for developments reviewed by board.

No final inspection shall be made or occupancy permit shall be granted as to any development reviewed by the community design review board pursuant to this article, unless the completed work complies with the plans approved and the conditions required by the city council pursuant to the provisions of this article. (Ord. No. 334, § 11, 10-19-72)



c. Building Expansion - St. John's Hospital, 1575 Beam Avenue

Bill Knutson, administrator for St. John's Hospital, gave a presentation of their planned expansion. John Cameron, architect with HDR Architects, was also present.

Boardmember Thompson moved approval of the concept plans date-stamped October 9, 1991, for the future expansion of St. John's Hospital. The applicant shall resubmit the architectural, site, grading/drainage and landscape plans to the Community Design Review Board for approval after the final drawings are prepared.

Boardmember Robinson seconded

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

d. Exterior Building Remodel - U-Haul, 2242 White Bear Avenue

Steve Lonergan was present representing U-Haul International. Mr. Lonergan explained their request to install metal wall panels on the exterior of their building.

Mr. Paul Wilhelm, contractor for U-Haul, said the existing building foundation would not support brick, therefore, an imitation brick would have to be used which may not hold up. Mr. Wilhelm said it would be quite expensive to replace or reinforce the shell of the building so it could support brick. Other product options considered as a possible substitute for the recommended brick accents were discussed. None seemed to be acceptable for all concerned.

The Board explained the requirements of City code and where other similar code requirements have been enforced in the City.

Boardmember Erickson moved approval of the proposed metal exterior for U-Haul on prints date-stamped October 7 at 2242 White Bear Avenue, subject to U-Haul adding brick to the front wall below the proposed metal fascia.

Boardmember Wasiluk seconded

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

7. VISITOR PRESENTATIONS

There were no visitor presentations.

8. BOARD PRESENTATIONS

There were no Board presentations.

9. STAFF PRESENTATIONS

a. Secretary Ekstrand informed the Board of the tentative agenda for the next meeting.

10. ADJOURNMENT

Meeting adjourned at 8:20 p.m.

MEMORANDUM

Action by Council:

TO: City Manager
FROM: Director of Community Development
SUBJECT: Code Change - Recycling Facilities
DATE: November 6, 1991

Endorsed _____
Modified _____
Rejected _____
Date _____

On October 28, the City Council gave first reading to this ordinance. The Council had one change, which I made to the last line of page 3. I added a sentence requiring that the processing of recyclable materials in a BC (business commercial) zone must be in an enclosed building.

go\memo12.mem (5.1)
Attachment: October 9 staff report

MEMORANDUM

TO: City Manager
FROM: Director of Community Development
SUBJECT: Code Change: Recycling Facilities
DATE: October 9, 1991

INTRODUCTION

On May 28, the City Council requested an ordinance that would regulate all types of recycling facilities.

BACKGROUND

April 8, 1991: The Council approved revisions to the mining ordinance. One of the changes was to include construction-material recycling. The City added construction-material recycling to the mining ordinance at the request of Frank Frattalone. He wanted to start a construction-material recycling operation northwest of Gulden's Restaurant.

May 28, 1991: The Council decided to reconsider approval of the revised mining ordinance. The Council asked staff to drop construction-material recycling operations from the mining ordinance and write a separate recycling ordinance covering all types of recycling facilities.

DISCUSSION

The zoning code requires a conditional use permit for public uses in any zoning district, but it does not cover private recycling facilities. The City should change the zoning code to include privately-owned recycling facilities.

There are only two recycling facilities in the City - the County compost site on Beam Avenue and the City Hall drop-off center. Both of these are public uses. The City did not require a conditional use permit for either use. We should go back and approve conditional use permits for these facilities so we do not establish a precedent that public recycling facilities do not need a conditional use permit.

The attached ordinance does the following:

1. It defines recycling facilities.
2. It limits privately-owned recycling facilities to the BC (business commercial), M-1 (light manufacturing) and M-2 (heavy manufacturing) zones. The City would have to approve a conditional use permit for a recycling facility in these zones. The zoning code would continue to allow public recycling facilities by conditional use permit in any zone.

3. It drops stock yards and exterior junk yards from the M-2 (heavy manufacturing) district.

The City should not try to create a set of ordinance standards that apply to all recycling facilities. There are too many different types. Each has its own characteristics and problems. We could spend a lot of time preparing regulations for a specific use that is never proposed. It would be more efficient to develop conditions for each use as part of a conditional use permit.

RECOMMENDATION

Approve the attached ordinance.

go\memo12.mem (5.1)
Attachment: ordinance

ORDINANCE NO.

AN ORDINANCE THAT ADDS RECYCLING FACILITIES TO THE CITY CODE

THE MAPLEWOOD CITY COUNCIL ORDAINS AS FOLLOWS: (I have underlined additions and crossed out deletions.)

Section 1. Section 36-6 is changed by adding the following definition:

Disposal facility: A waste facility permitted by the State Pollution Control Agency for the disposal of waste. A disposal facility shall also include any appurtenant facilities needed to process waste for disposal or transfer to another waste facility.

Processing of recyclable materials: Any method to prepare recyclable materials for transport, recycling, reuse or storage. Processing may include composting, baling, briguetting, compacting, flattening, grinding, crushing, mechanical sorting, shredding or cleaning. Processing does not include end-use manufacturing or industrial use.

Recyclable materials: Materials that can be processed for reuse. Such materials include paper, glass, metals, automobile oil, batteries, yard waste, garbage, refuse, water-treatment-plant sludge, concrete or asphalt. Recyclable materials do not include hazardous waste, except when part of an approved household hazardous waste program, animal waste or sewage sludge.

Recycling facility: A place for the collection or processing of recyclable materials brought from another site. A recycling facility shall not include a disposal facility, junk yard or any yard for the storage or disposal of vehicle parts. A recycling facility shall also not include the incidental collection of recyclable materials within a building, the temporary collection of newspapers or cans for fund-raising, or reverse vending machines.

Reverse vending machines: An automated mechanical device which accepts at least one or more types of empty beverage containers, including aluminum cans, glass or plastic bottles, and issues a cash refund or a redeemable credit slip. A reverse vending machine may sort and process containers mechanically if the entire process is enclosed within the machine.

Section 2. Section 36-151(b) (conditional uses in the BC, business commercial district) is changed as follows:

- (10) Privately-owned recycling facility. The processing of recyclable materials shall be in an enclosed building.

- (11) ~~(10)~~ Any use of the same general character as any of the above uses, provided that any use which is noxious or hazardous shall not be permitted.

Section 3. Section 36-187(a) is changed as follows:

Sec. 36-187. Conditional uses.

(a) ~~The City permits the following uses are permitted in an M-1 District after the subsequent to approval of a conditional use permit:~~

- (1) Any conditional use in the BC Business Commercial district, subject to the same conditions.
- (2) Any use listed as a permitted use in a BC Business Commercial district, if the property is designated for LSC Limited Service Commercial, or RM Residential Medium density use on the city's comprehensive plan.
- (3) Any use similar to ~~of the same character as~~ a permitted use in section 36-186.
- (4) Trucking yard or terminal.
- (5) Privately-owned recycling facility.

Section 4. Sections 36-201 and 36-202 in the M-2 (heavy manufacturing) district are changed as follows:

Sec. 36-201. Permitted uses ~~Use regulations~~

The following are permitted uses in the M-2 district:

- (a) Any use permitted in the M-1 district.
- (b) One dwelling unit in combination with a business use.

~~A building may be erected or used and a lot may be used or occupied for any lawful use, except that the following uses shall only be allowed by special use permit, after a finding by the city council that such use will not be noxious or hazardous to surrounding properties:~~

Sec. 36-202. Conditional uses.

The city permits the following uses in the M-2 district after approval of a conditional use permit:

- (a) Privately-owned recycling facility. ~~Dwelling, except for living quarters for watchmen or caretakers and~~

~~their families, as an accessory use to a business or industrial use,~~

~~(b) Abattoir or stock yard.~~

~~(b)(e) Distillation of bones and wood.~~

~~(c)(d) Incinerator or reduction of garbage, offal and dead animals.~~

~~(d)(e) Junkyard, salvage or wrecking yard, or the baling. The processing of rags or junk, except when enclosed within a building.~~

~~(e)(f) Manufacture of:~~

- ~~(1) Asphalt or asphalt products.~~
- ~~(2) Explosives or fireworks, including their storage thereof.~~
- ~~(3) Fertilizer, when manufactured from organic materials.~~
- ~~(4) Gypsum, cement, paster or plaster of paris.~~
- ~~(5) Rubber or gutta percha.~~
- ~~(6) Sulfurous, sulfuric, nitric, pictic, hydrochloric or other offensive or corrosive acids.~~

~~(f)(g) Wood pulp and fiber reduction and processing thereof.~~

~~(g)(h) Used car lot.~~

~~(h)(i) Heliport.~~

Sec. 36-202 36-203. Minimum distances for building and use from residential district.

No building or exterior use, except parking, may be erected, altered or conducted within three hundred fifty (350) feet of a residential district without a conditional use permit.

Section 5. This ordinance shall be effective after its passage.

Adopted , 1991.

The public hearing was opened for comments from the audience.

Don and Corrine McGinley, 2697 Stillwater Road, and Mike Meath, 2705 Stillwater Road, spoke in opposition to this proposal.

Since there were no additional speakers, the public hearing was closed.

Commissioner Fischer moved the Planning Commission recommend:

- (1) Adoption of the resolution which changes the Comprehensive Plan from RL (residential low density) to LSC (limited service commercial) for Lots 3 and 4. This change is based on the following:
 - (a) The change will be consistent with the goals and objectives of the Comprehensive Plan.
 - (b) The change will be compatible with the surrounding land uses.
- (2) Adoption of the resolution which changes the zoning from R-1 (single dwellings) to BC-M (business commercial modified) for Lot 3 and the east 25 feet of Lot 4 and R-1 to LBC (limited business commercial) for the rest of Lot 4. This rezoning is based on the findings required by City Code.

Commissioner Martin seconded

Ayes--Anitzberger, Axdahl,
Fischer, Gerke, Martin,
Pearson, Sigmundik

Nays--Sinn

The motion passed.

Commissioner Fischer moved the Planning Commission recommend to the Community Design Review Board and City Council that the site plan give adequate consideration to:

- (1) buffering adjacent properties from additional noise and headlight glare through berming, screening, and mature plantings and
- (2) limiting driveway access, placement and traffic flow.

Commissioner Martin seconded

Ayes--Anitzberger, Axdahl,
Fischer, Gerke, Martin,
Pearson, Sigmundik, Sinn

The motion passed.

6. NEW BUSINESS

a. Code Change: Recycling Facilities

Secretary Olson presented the staff report and discussed the code change with the Commission.

Commissioner Fischer moved the Planning Commission recommend approval of the ordinance that adds recycling facilities to the City code.

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

The motion passed.

b. Conditional Use Permit: 1902 County Road B (City Hall)

Secretary Olson presented the staff report.

Commissioner Fischer moved the Planning Commission recommend adoption of the resolution for a City-operated drop-off recycling center at 1902 East County Road B. Approval is based on the findings required by code and that there is a public need for a drop-off recycling center in Maplewood. Approval is for an indefinite time.

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

The motion passed.

c. Conditional Use Permit: Beam Avenue (County Compost Site)

Secretary Olson presented the staff report. Norm Schifferel was present representing Ramsey County Health Department-Waste Management. Mr. Schifferel commented on the procedures used at the Maplewood recycling facility. Mr. Schifferel said he is in agreement with the recommended conditions of the staff report.

Commissioner Frost arrived at the meeting during discussion on this item.

Commissioner Martin moved the Planning Commission recommend adoption of the resolution for a public compost site on the Hubbard Broadcasting property along Beam Avenue. Approval is based on the findings required by code and that there is a public need for a compost site in this area. This approval is subject to the following conditions:

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

Endorsed_____

Modified_____

Rejected_____

Date_____

MEMORANDUM

TO: City Manager
 FROM: Thomas Ekstrand, Associate Planner
 SUBJECT: Code Change - Building Separations in Town House Developments
 DATE: December 2, 1991

INTRODUCTION

Staff is requesting that the City Council change the section of Code on side yards in town house developments. This section requires, "Where two (2) or more buildings or eight units occur on one lot, the side yards between buildings shall be a minimum of twenty (20) feet."

There are several problems with this section:

1. It does not make sense to require a side yard separation between buildings on a lot if there is only one eight-unit building. I believe there is a typographical error and the word "or" should be "of".
2. Changing "or" to "of" only requires a separation between buildings of eight units. It does not require a separation for buildings of more or less than eight units. It also does not give require separations between dwellings and detached garages or between detached garages.
3. This section only applies to side yards. There is no required separation between rear yards or side and rear yards.
4. This section only applies to buildings on one lot. Most town house projects have individual lots for each unit of a building.

BACKGROUND

This problem came up during the review of the Cottages of Maplewood West development. The plans show a minimum of 10 feet of building separation between the garages and between the dwellings and garages. There is at least 20 feet between dwellings.

DISCUSSION

The City should continue to require a minimum separation of 20 feet between town house dwellings. The City does not need to require twenty feet between dwellings and garages or between garages. Most cities use the Uniform Building Code (UBC) requirements. (See the survey on page 3.) The UBC requires 10 feet between town house dwellings, at least eight feet between a town house dwelling and a detached garage and six feet between

detached garages. The UBC will allow closer separations if there are special fire walls. This is usually not practical. The Building Official recommends at least 10 feet in all cases for fire protection. Staff is recommending at least twenty feet between dwellings for privacy.

RECOMMENDATION

Approve the code change on page 4. It requires a minimum separation in town house developments of 20 feet between dwellings, 10 feet between dwellings and detached garages and 10 feet between detached garages.

te\bldgsep.mem (5.1 R-3 District)
Attachments

1. Survey
2. Code Amendment

**SURVEY
BUILDING SEPARATION REQUIREMENTS
FOR TOWN HOUSE DEVELOPMENTS
11-22-91**

<u>CITY</u>	<u>Building Separation Requirements</u>
1. Oakdale	15 ft or match bldg ht, whichever greater
2. Maple Grove	nothing specific - based on project design
3. Richfield	nothing specific - based on project design
4. Eden Prairie	nothing specific - try for 20 feet
5. Apple Valley	dwelling to dwelling - 30 ft dwelling to garage - 10 ft
6. N. St. Paul	dwelling to dwelling - 12 ft dwelling to garage - 6 ft
7. Inver Grove Heights	dwelling to dwelling - 30 to 60 ft, based on building orientation
8. Blaine	structure to structure - 40 feet
9. Roseville	structure to structure - 35 ft
10. W. St. Paul	dwelling to dwelling - 35 ft
11. New Brighton	*based on UBC requirements
12. S. St. Paul	based on UBC requirements
13. Woodbury	based on UBC requirements
14. Brooklyn Center	based on UBC requirements
15. Fridley	based on UBC requirements
16. Golden Valley	based on UBC requirements
17. Lakeville	based on UBC requirements
18. New Hope	based on UBC requirements
19. Cottage Grove	based on UBC requirements

* UBC - Uniform Building Code

ORDINANCE NO.

AN ORDINANCE CHANGING THE BUILDING SEPARATION
REQUIREMENTS IN TOWN HOUSE DEVELOPMENTS

THE MAPLEWOOD CITY COUNCIL APPROVES THE FOLLOWING CHANGES TO THE
CITY'S CODE OF ORDINANCES: (additions are underlined and
deletions are crossed out)

Section 1. Change subsection 36-125 (6) applying to town house
developments, as follows:

(6) Side yard requirements.

- a. As applied to the total development site, ~~the~~ a
side yard shall be no less than twenty (20) feet
in width.
- ~~b. Where two (2) or more buildings or eight units
occur on one lot, the side yards between buildings
shall be a minimum of twenty (20) feet.~~

Section 2. Change Section 36-125 by adding a new subsection 8,
as follows:

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

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

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

Passed by the Maplewood City Council
on _____, 199 .

Attest:

Mayor

City Clerk

Ayes--
Nays--

Action by Council:

MEMORANDUM

TO: City Manager
FROM: Director of Community Development
SUBJECT: Rental Property Licensing and Inspection
DATE: October 4, 1991

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

The City Council asked staff and the HRA to investigate a licensing and inspection program for rental housing. The City does not require a license to operate rental housing. The Council thought licensing might be an alternative to requiring code compliance through the truth-in-housing program for these buildings.

BACKGROUND

Housing Complaints

Most of the housing complaints received by the City are about single dwellings, rather than apartments. Over the past five years, we have received 493 single-dwelling complaints and only 77 complaints about apartments. Part of this is because there are more single dwellings in the City than apartment units. However, there is a higher proportion of complaints about single dwellings than apartments. Only 14% of all complaints received were about apartments, while they account for about 25% of the City's housing units. One of the reasons for the lower rate of complaints in apartments may be the annual inspections by the Fire Marshal's office.

Most of the single-dwelling complaints are about keeping the yard clean. The following is a breakdown of complaints by type over the last five years:

<u>Garbage & Refuse</u>	<u>Junk Vehicles</u>	<u>Grass & Weeds</u>	<u>Miscellaneous</u>
251	118	67	57

Most complaints about apartments deal with problems in the units, such as water leaks, broken windows, fire alarms, broken appliances or no heat. The three apartment projects with the highest number of complaints over the last five years are:

1. The County Road B and Barclay Apartments - nine complaints;
2. Larpenteur East Apartments (Larpenteur Avenue and I-35E) - eight complaints;
3. The Canary Hills Apartments (Century Avenue, north of Maryland Avenue) - six complaints.

We have not had many complaints from any apartments over the last two years. We have had only an average of about one complaint a year from each of the three apartment projects listed above. A recent complaint from the Larpenteur East Apartments has resulted in court action against the owner by the City. This project has many housing code violations.

Current Inspection Program

The Fire Marshal's office inspects each rental building with three or more units once a year. Their inspections are only in the common areas, such as halls, storage rooms and boiler rooms. They do not inspect individual units. The Environmental Health Officer does inspect individual units or the common areas when he gets a complaint. He also inspects individual units in problem buildings when time permits, usually during the winter. In addition, the Metro HRA does a yearly inspection of the unit of each tenant that is on the Section 8 rental program. There are, however, only thirteen tenants on this program in Maplewood.

The City's truth-in-housing program requires an inspection of the common areas and some of the units before owners can sell their apartment buildings. The City based the number of units required for inspection on the number of units in the building. On March 11, 1991, the Council approved the following inspection schedule for rental buildings:

<u>No. of units in a building</u>	<u>% of units that must be inspected</u>
1 - 8	100
9 - 16	50
17 - 48	25
49 or more	10

The truth-in-housing inspections are done by private inspectors. These inspectors must file their inspection reports with the City, noting any code violations. A City inspector will require correction of any code violations.

ALTERNATIVES (from least to most restrictive)

1. Do not require licensing of rental housing, but continue the current inspection programs.
2. Require a City license to operate rental housing. The City could deny the license if the owner did not correct code violations found in our current inspection program. The license fees would help the City pay for current inspection costs.
3. Require a City license to operate rental housing, subject to passing an annual City inspection of the yard and all or

part of the building. This is similar to the programs that Saint Paul and Minneapolis use. (See the reference section on page 5 for more information about the rental licensing and inspection programs in these cities.)

DISCUSSION

Licensing and Inspections

There are two reasons to license apartments. The first reason is to get money to hire a housing inspector to do more inspections of apartment buildings, including individual units. The City already has a limited inspection program. There is not enough need to do more inspections of individual apartment units. Most of our housing problems are with single dwellings. Property owners would pass the cost of a license on to the tenants through rent increases.

The second reason for licensing is to give the City more power in enforcing the housing code. Rather than sending housing violations to the court, the City could use the threat of pulling a license to enforce the Code. The City, however, has not had a problem with the courts enforcing the housing code. We have only had to send three cases in five years to the courts. The Court issued a fine on one, one was against a tenant who disappeared and the last is the current case against Larpenteur East Apartments.

Licensing has more value for St. Paul and Minneapolis. They have many more and older apartments with more code violations. The City may want to consider licensing in the future, if housing code violations in apartments increase as buildings get older. Until then, the Council should approve alternative one. This would be the most cost effective.

Truth-in-housing

The City should continue the truth-in-housing program for rental buildings. This program helps protect the buyers of rental buildings as it does for home buyers. Rental property buyers may not be more knowledgeable about building conditions than home buyers. Many of the people buying rental housing are investors without knowledge of housing problems.

The inspections by private inspectors will help the City by supplementing staff inspections at no cost to the City. This is a good time to get Code compliance, since there is money changing hands.

Housing Code

One of the problems we have had with housing inspections is the City's housing maintenance code. The City Council adopted the rental housing maintenance code on June 5, 1980. There are several items not covered by the code that staff feels should be. Much of the language in the code is out-dated. If the City strengthened and up-dated the code, it would help staff and the City in dealings with rental housing problems. Areas of concern with the code include the maintenance of landscaping and yards, driveways, parking areas, fences and exterior storage. The maintenance requirements should include requirements for interior areas on removing graffiti, the repair of the provided appliances, refuse and garbage disposal, window locks and screens. The Fire Marshal has also requested an update to the sections of the code about fire safety. I have attached a revised code.

RECOMMENDATION

1. Do not require licensing but continue our present inspection program, including special inspections of individual units in problem buildings as time permits (Alternative One).
2. Continue to require compliance with the rental housing code as part of the City's truth-in-housing program.
3. Adopt the attached ordinance which updates the rental housing maintenance code.

REFERENCE

Saint Paul uses a certificate of occupancy program for buildings with three or more rental housing units. Saint Paul has a provision in their City Code requiring rental properties to meet all Code requirements or they may revoke the certificate of occupancy. This includes the Fire, Zoning, Housing and Building Codes before the City will renew a certificate of occupancy. Saint Paul must approve a building's certificate of occupancy once every two years. This is done by having an inspector from the Fire Marshal's office do an inspection of the property. This inspection is done at least one time every two years. In Minneapolis, every rental dwelling (including single dwellings and rental units in duplexes) must have a rental license issued by the City. Minneapolis began their program on January 1, 1991 so they are just getting it under way. Minneapolis issued all rental properties a temporary license until the City can make an inspection of each property.

In Saint Paul, if the City revokes a building's certificate of occupancy, the property owner cannot legally operate the building as a rental property. This system motivates the owners of rental property to correct the problems without displacing tenants. That is, the rental property owners know that they must meet the codes or the City may revoke their certificate of occupancy. Saint Paul may condemn the violating units or the entire building if they revoke a certificate of occupancy and the owner does not correct the problems.

In Minneapolis, rental properties must pass an inspection by a City inspector to keep their rental license. A point system from the Housing Maintenance Code is the basis for this. If a property in Minneapolis does not have a rental housing license, the owner cannot legally use it as a rental property. Thus if the City revokes, suspends or does not renew a rental housing license, the City must give orders to have the affected units vacated. The City is to do this while giving the tenants a reasonable time to find new housing and to move out.

kr/memo18.mem (5.5)

Attachments

1. Rental Housing Maintenance Code Ordinance Amendment
2. Saint Paul Building and Housing Ordinance Section 33.05
(Certificate of Occupancy)

ORDINANCE NO. _____

AN ORDINANCE REVISING THE RENTAL HOUSING MAINTENANCE CODE.

THE MAPLEWOOD CITY COUNCIL DOES HEREBY ORDAIN AS FOLLOWS:
(I have crossed out the deletions and underlined the additions.)

Section 1. The City Council changes Article VI of Chapter 9 as follows:

ARTICLE VI. RENTAL HOUSING MAINTENANCE CODE

~~Sec. 9-91. Short title.~~

~~This article shall be cited as the rental housing maintenance code. (Ord. No. 486, §214.010, 6-5-80)~~

~~Sec. 9-91 9-92. Purpose, objectives and goals.~~

The purpose of this article is to protect the public health, safety and welfare by enacting a rental housing maintenance code. This code sets the assume a minimum level of maintenance standards and levels of maintenance for rental housing in the city. The general objectives goals of this code are: ~~shall include the following:~~

- (1) To protect the character, value and stability of residential properties ~~within the city.~~
- (2) To correct and prevent housing conditions that adversely affect or are ~~likely to~~ may adversely affect the residents' lives, safety, general welfare and or health, ~~including the physical, mental and social well-being of persons occupying dwellings within the city.~~
- (3) To provide minimum standards for cooking, heating and sanitary equipment necessary for ~~to~~ the health and safety of occupants of the buildings.
- (4) To provide minimum standards for light and ventilation necessary for health and safety.
- (5) To provide minimum standards for the maintenance of existing residential buildings, ~~and to thus prevent deterioration and blight.~~ ~~(Ord. No. 486, §214.020, 6-5-80)~~

~~Sec. 9-92 9-93. Applicability and scope.~~

This article shall apply ~~in the city~~ to rental housing only including any. ~~The construction, repair or alteration, of residential property shall comply with the provisions of the rental housing maintenance code. Any alterations thereof or changes of use therein, which may be caused directly or indirectly by the enforcement of this Code, Any changes shall be~~

~~done in accordance with according to applicable sections of the building code and zoning codes. The owner shall be responsible for meeting the requirements of this article. (Ord. No. 486, §214.030, 6-5-80)~~

~~Sec. 9-94. Rules of construction.~~

~~For the purposes of this article, the following rules of construction shall apply:~~

- ~~(1) Words used in the present tense include the future; words in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural the singular.~~
- ~~(2) Where terms are not defined in this article and are defined in the building code or zoning code, they shall have the meaning ascribed to them in the building code or zoning code.~~
- ~~(3) Where terms are not defined in this article or in the building or zoning code, their common dictionary definitions shall control. (Ord. No. 486, §214.040(1)-(3), 6-5-80)~~

~~Sec. 9-93 9-95. Definitions.~~

~~Where this article does not define a term and the building code or zoning code defines the term, the term shall have the meaning given to it in the building code or zoning code. For the purposes of this article, the following words, terms and phrases shall have the following respective meanings: ascribed to them by this section:~~

~~**Approved:** as applied to a material, device or method of construction, shall mean Approved by the enforcement officer under the provisions of this article, or approved or by other authority designated by law to give approval in the matter in question.~~

~~**Basement:** is that portion of a building between floor and ceiling, which is partly below and partly above grade, but so located that the vertical distance from grade to floor below is less than the vertical distance from grade to ceiling.~~

~~**Building code:** shall mean the The state building code as defined in Section 9-21. code of the city, including the fire code.~~

~~**Cellar:** is that portion of the building between floor and ceiling which is wholly or partly below grade and so located that the vertical distance from grade to floor below is equal to or greater than the vertical distance from grade to ceiling.~~

Clean: The absence of dirt, grease, filth, refuse, rubbish, garbage, insects, vermin, junk, abandoned vehicles, dangerous or offensive odors or other unsightly, offensive or extraneous matter.

Common areas: The halls, corridors, passageways, utility and recreational rooms and exterior landscaped areas and yards in or around a rental residential building.

Dead bolt lock: A locking bolt which a person moves by knob, handle or other similar device on the interior side of a door. A person must also be able to lock the dead bolt lock from the exterior. Such a bolt shall have a minimum projection of one inch. The City requires metal strike plates for all locking devices with a minimum thickness of 0.062 inches (1.5 mm). The owner shall mount these plates with a minimum of two No. 8 size screws.

Dwelling unit: ~~is a~~ A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

Enforcement officer: ~~shall mean the~~ The City manager or his or her authorized representative.

~~Exterior property areas shall mean open space on the premises under the control of owners or operators of such premises.~~

Extermination: ~~shall mean the control and~~ The elimination of insects, rodents or other pests. This may be done by eliminating their harborage places or by removing or making inaccessible materials that may serve as their feed. This may also be done by poison spraying, fumigating, trapping or by another recognized and legal pest elimination method.

Functioning: The ability of any structure, any part of a structure, or any fixture or facility or equipment in a structure to perform the service or function for which the manufacturer or builder designed, intended and constructed it.

Garbage: Animal or vegetable waste resulting from the handling, preparation, cooking or consumption of food.

Grade: The vertical location of the ground surface.

~~Gross floor area: is the sum of the horizontal areas of the several floors of all buildings on a lot, from the exterior faces of exterior walls or from the center line of walls separating two (2) buildings.~~

~~Habitable space (room) is space in a structure for living, sleeping, eating or cooking. Bathrooms, toilet compartments, closets, halls, storage or utility space, and similar areas are not considered habitable space.~~

~~Infestation: shall mean the~~ The presence, within or contiguous to a dwelling or premises, of noxious insects, rodents, vermin or other pests.

Maintenance or maintain: The upkeep of property and equipment in a workmanlike condition.

~~Multiple dwelling a building or portion thereof containing two (2) or more dwelling units.~~

Occupancy: The purpose for which people use or the owner intended people to use a building or structure or part of a building or structure.

Occupied: Being leased or rented for living purposes by an occupant.

~~Occupant: shall mean any~~ Any person living or sleeping in a dwelling unit ~~or having actual possession of said dwelling or rooming unit.~~

~~Openable area: shall mean that~~ That part of a window or door which is available for unobstructed ventilation and which opens directly to the outdoors.

~~Operator: shall mean any~~ Any person who has charge, care or control of a multiple rental residential building or yard, residence or rooming house in which dwelling units or rooming units are let or offered for occupancy.

~~Owner: shall mean owner or owners of the freehold of the premises or lesser estate therein, a mortgagor or vendee in possession, assignee of rents, receiver, executor, trustee, lessee or other person, firm or corporation in control of a building, including their management and agents.~~

Permissible occupancy: The number of persons the City permits to live in or occupy a dwelling unit or rooming unit.

~~Person: shall mean an individual, firm, corporation, association or partnership.~~

~~Plumbing or plumbing fixtures: shall mean water~~ Water heating facilities, water pipes, gas pipes, garbage disposal units, toilets ~~water closets,~~ waste pipes, sinks, installed dishwashers, lavatories~~,. This also means~~ bathtubs, shower baths, installed clothes-washing machines or other similar equipment, catch

basins, drains, vents, stacks or other similarly supplied fixtures, together with all connections to water, gas, sewer or vent lines.

Premises: ~~shall mean a lot, plot or parcel~~ A lot or parcel of land, which includes a rental residential building, including the buildings or structures thereon.

Reasonable care: The treatment of all facilities, fixtures, equipment and structural elements such that depreciation of these objects and other materials is due to their age and normal wear through use, rather than due to abuse, misuse or neglect.

Refuse: Waste materials, except garbage, such rubbish as paper, rags, cardboard, boxes, cans, metal, yard clippings or trimmings and tree branches. The City shall also consider waste wood, rubber, leather, glass, brick, plaster, sheetrock, bedding, crockery and similar materials as refuse.

Repair: The reconstruction or renewal of any part of a building or its utilities, facilities or equipment.

Rental residential building: dwelling: Any building or portion of a building thereof which is designated primarily for residential purposes, which is rented or leased to another and not owner-occupied for residential purposes.

Residence building: ~~shall mean a building in which sleeping accommodations or sleeping accommodations and cooking facilities as a unit, are provided.~~

Residential property: ~~shall mean a building in which sleeping accommodations or sleeping accommodations and cooking facilities as a unit are provided.~~

Rodent Harborage:: A place where rodents are likely to live, nest, seek shelter or make their habitat.

Rooming house: ~~shall mean any Any rental residence building, or any part thereof, containing one or more rooming units, in which space is rented by the owner or operator to three (3) or more persons who are not husband and wife, son or daughter, mother or father, sister or brother of the owner or operator.~~

Rooming unit: ~~shall mean any Any room or group of rooms forming a single habitable unit that the owner or occupant uses or intends to rent or lease used or intended to be used for living and sleeping, A rooming unit does not include standard kitchen facilities, but not having standard kitchen facilities.~~

Safe: The condition of being free from danger and hazards which may cause accidents or disease.

Sanitary: Bactericidal treatment effective in destroying micro-organisms, including pathogens.

~~Supplied:~~ shall mean Installed, furnished or provided by the owner or operator.

~~Ventilation:~~ shall mean the The process of supplying and removing air by natural or mechanical means to or from any space.

~~Workmanlike:~~ Whenever the words "workmanlike state of maintenance and repair" are used in this chapter, they shall mean the standards of the trade or industry involved.

Workmanlike: In a safe, working condition that meets the standards of the associated trade or industry or is in the originally intended condition.

~~Yard:~~ shall mean all All ground, lawn, court, walk, driveway or other open space constituting which is on part of the same premises as a rental residence building. (Ord. No. 486, §214.040 (4), 6-5-80)

Sec. 9-94 9-96. Exterior property areas. Yards.

~~All properties in the city under this article and the owners thereof shall comply with the following requirements:~~

- (1) ~~Sanitation. Cleanliness.~~ All exterior property areas All yards shall be maintained in a clean and sanitary condition. ~~free from any accumulation of refuse or garbage.~~
- (2) ~~Grading and drainage.~~ All premises shall be graded and maintained so as to prevent the There shall be no accumulation of stagnant water, except in natural occurring approved ponding areas on said premises. There shall also be no surface water entering or within any building or structure. located thereon.
- (3) ~~Removal of snow and ice.~~ The owner of a multiple-family dwelling shall remove, or cause to be removed, all There shall be no snow and ice from on parking lots, driveways, steps and walkways on the premises, which may create a hazard to the public.
- (4) ~~Free from noxious weeds.~~ All exterior property areas shall be kept free from species of The yard shall be free from noxious weeds or and tall grass plant growth which are noxious or detrimental to the public health. as required in Section 19-7(8) of Code.
- (5) ~~Insects and rodents.~~ Every owner of a dwelling shall be responsible for the extermination of The owner shall

exterminate all noxious insects, rodents, vermin or other pests in all exterior areas of the premises. that are causing a nuisance.

- (6) **Accessory structures.** All accessory structures, including detached garages, ~~shall be maintained,~~ fences, signs and retaining walls, shall be structurally sound and in good repair. The owner shall protect all accessory structures, fences, signs and retaining walls against the elements and decay by non lead-based paint or other appropriate protective coverings. (Ord. No. 486, §214.060, 6-5-80)
- (7) **Parking lots and driveways.** All parking lots and driveways shall be paved and kept in good condition with no pot holes. Driveways for single and double dwellings are exempt from the pavement requirement but shall be kept in good condition.
- (8) **Yards and landscaped areas.** The owner shall maintain all yards and landscaping and replace all damaged or dead plants required by the City.
- (9) **Exterior storage.** The owner shall not allow the accumulation or storage of building materials, firewood, boxes, machinery, scrap metal, refuse, or garbage anywhere on the premises.

Sec. 9-95 9-97. Exteriors of structures.

~~All properties in the city under this article and the owners thereof shall comply with the following requirements~~

- (1) **Foundations, walls and roofs.** Every foundation, exterior wall, roof and all other exterior surfaces shall be maintained in a workmanlike state of maintenance and repair condition:
- a. The foundation elements shall adequately support the building at all points.
 - b. Every foundation, exterior wall and roof shall be free of holes, breaks, loose or rotting boards or timbers, or falling or loose stucco or brick, . The owner shall protect every exterior surface from vermin and rodents. Every exterior surface shall also be free from graffitti and large amounts of peeling paint. Every exterior surface shall also be free from substantial amounts of peeling paint and any conditions which might admit moisture to the interior pertions of the walls or to the interior spaces of the dwelling.

- c. All exterior wood surfaces, other than decay-resistant woods, shall be covered with nonlead-based paint or other protective coverings or treatments.
- ed. The roof shall be tight and have no defects which admit rain or moisture., ~~and roof~~ Roof drainage shall be adequate to prevent rain water from causing dampness in the walls.
- e. All building exterior surfaces shall meet Section 9-7 of the City Code.

(2) Stairs, porches, decks, balconies and railings.

- a. Every outside stair, every porch, deck, balcony or railing shall be and every appurtenance attached thereto shall be so constructed as to be safe in use and capable of supporting a load as determined in the building code, and shall be kept in sound a workmanlike condition, and good repair.
- b. Every flight of stairs which is more than four (4) three (3) risers high and every porch shall have guard hand rails which are to be so located as determined as required by the building code, and every Every porch which is more than eighteen (18) inches above grade shall have rails so located and capable of restraining a horizontal pressure as determined by the provisions of the building code.

(3) Windows, doors and hatchways. Every window, exterior door and hatchway shall be substantially tight and shall be kept in workmanlike sound condition and repair.

- a. Every exterior window, door and hatchway shall be in workmanlike condition and fit tightly within its frame.
- b. a. Every window shall have be fully supplied with window panes which are without open cracks or holes.
- b. ~~Every window shash shall be in good condition and fit reasonably tight within its frame.~~
- c. Every openable window, other than a fixed window, shall: -be capable of being easily opened and shall be held in an open or closed position by window hardware.
 - 1. Open easily.
 - 2. Have hardware that will hold the window in an open or closed position.

3. Have a functioning lock.

4. For single and double dwellings have a tight-fitting screen that is not greater than 16-mesh per inch.

~~d. Every exterior door, door hinges or door latch shall be in good condition.~~

~~e. Every exterior door, when closed, shall fit reasonably well within its frame.~~

~~f. Every window, door and frame shall be constructed and maintained in relation to the adjacent wall constructions, as to exclude rain, and substantially to exclude wind from entering the dwelling.~~

~~g. Every hatchway shall be so constructed and maintained as to prevent the entrance of rodents, rain and surface drainage water into the dwelling.~~

~~d. h. Every exterior door available as an exit in a dwelling shall: be capable of being opened from the inside, easily and without the use of a key or special knowledge or effort. (Ord. No. 486, §214.070, 6-5-80)~~

1. Open easily from the inside without a key.

2. Have a functioning dead-bolt lock.

3. For single and double dwellings, have a tight-fitting screen door with a screen that is not greater than 16-mesh per inch.

Sec. 9-96 ~~9-98~~. Interior of structures.

~~All occupied dwellings in the city under this article shall meet the following requirements:~~

(1) **Basements. ~~Free from dampness.~~** All cellars, basements and crawl spaces shall be dry, maintained reasonably free from dampness to prevent conditions conducive to decay and deterioration of the structure.

(2) **Structural members.** The supporting structural members shall be maintained structurally sound and have ~~that is,~~ showing no evidence of deterioration, and being capable of bearing imposed loads in accordance with the provisions of the building code.

(3) **Interior stairs and railings.**

- a. All interior stairs shall be maintained in workmanlike sound condition and good repair. The owner shall by replacing replace treads and risers that show evidence of excessive wear or are broken, warped or loose. ~~Every inside stair shall be so constructed and maintained as to be safe to use and capable of supporting a load, as determined by the provisions of the building code.~~
- b. Every stairwell and every flight of stairs, ~~which is more than four (4)~~ three (3) risers high, shall have handrails or railings as required by ~~so located in accordance with the provisions of the building code.~~
- c. Every handrail or railing ~~must~~ shall be firmly fastened and maintained in workmanlike good condition. Properly The owner shall properly place secured railings, on the open portions of stairs, balconies, landings and stairwells. These railings must be able to bear capable of bearing normally imposed loads as determined by the building code, ~~shall be placed on the open portions of the stairs, balconies, landings and stairwells.~~

- (4) **Bathroom floors.** Every toilet room and bathroom floor surface and bathroom floor surface shall be constructed and maintained so as to be substantially impervious to water. These floor surfaces shall be constructed to permit a person to easily and so as to permit such floor to be easily kept in a clean them and keep them in a and sanitary condition.
- (5) **Sanitation.** The interior shall be maintained in a clean and sanitary condition. ~~free from accumulation of refuse or garbage.~~ The owner shall provide appropriate storage facilities for refuse, garbage and rubbish.
- (6) **Insect and rodent harborage.** The owner ~~of every dwelling shall be responsible for the extermination of~~ exterminate all noxious insects, rodents, vermin or other such pests. whenever an infestation exists in the interior of the dwelling.
- (7) **Interior walls, floors, ceilings and woodwork.** All interior walls, floors, ceilings and associated woodwork or trim ~~must be maintained shall be~~ in a sound condition and in a workmanlike condition repair. These surfaces shall be clean and free of graffiti. Floors shall be free of loose, warped, protruding, ripped or rotten materials and coverings. All walls and ceilings shall be free of holes, large cracks and loose plaster and in a tight weatherproof condition. (Ord. No. 486, §214.080, 6-5-80)

Sec. ~~9-97. 9-99.~~ Basic facilities.

The following facilities shall be ~~required~~ in every occupied dwelling unit and rooming house, except as stated in Section 9-102: in the city under this article:

- (1) **Kitchen facilities.** A Every kitchen which shall includes the following:
- a. ~~A functioning kitchen sink, in good working condition, properly connected to an approved water supply system, which provides at all times an adequate amount of heated and unheated running water under pressure, and which is connected to an approved sewer system.~~
 - b. Cabinets or shelves for the storage of eating, drinking and cooking equipment, and utensils and ~~for~~ food that does not require refrigeration. ~~for safekeeping, and a~~ There shall also be a counter or table for food preparation. Said cabinets or shelves and counter or table shall be large enough to accommodate the number of people living in the dwelling unit. adequate for the permissible occupancy of the dwelling unit and. They shall also be of workmanlike sound construction, finished with surfaces that are easily cleanable and that will not impart any toxic or deleterious harmful effect to food.
 - c. ~~A functioning stove or similar device for cooking food, and a refrigerator large enough to meet the needs of the resident. or similar device for the safe storage of food, which are properly installed with all necessary connections for safe, sanitary and efficient operation,; provided that, such stove, refrigerator or similar devices need not be installed when a dwelling unit is not occupied and when the occupant is expected to provide same on occupancy, The owner shall provide enough in which case sufficient space and adequate connections for the installation and operation of said stove and refrigerator or similar device must be provided. The resident or owner shall provide said stove and refrigerator.~~
- (2) **Toilet. facilities.** ~~Within every dwelling unit There shall be a nonhabitable room with an entrance door which gives affords privacy to a person within said room. This room shall have a functioning toilet in workmanlike condition and which room is equipped with a flush water closet in good working condition. Said flush water closet shall be equipped with easily cleanable surfaces, shall be to an approved water system that at all times provides an adequate amount of running water under pressure to cause the water~~

~~closet to operate properly, and shall be connected to an approved sewer system.~~

(3) ~~Lavatory sink. Within every dwelling unit there~~ There shall be a lavatory sink in good working condition. It ~~said~~ lavatory sink may be in the same room as the toilet. ~~flush water closet, or if located .~~ If the lavatory sink is in another room, the lavatory sink shall be located in close proximity to it shall be near the door leading directly into a the room in which with a toilet. ~~said water closet is located.~~ The lavatory sink shall be in good working condition and shall be properly connected to an approved water supply system and shall provide at all times an adequate amount of heated and unheated running water under pressure and shall be connected to an approved sewer system. Water inlets for lavatory sinks shall be located above the overflow rim of the sink. ~~these facilities.~~

(4) ~~Bathtub or shower. Within every dwelling unit there~~ There shall be a room which affords privacy to a person within said room ~~and which is equipped with~~ which has a bathtub or shower. It shall be in good working condition and ~~and~~ Said bathtub or shower may be in the same room as the toilet flush water closet, or in another room, and shall be properly connected to an approved water supply system and shall provide at all times an adequate amount of heated and unheated water under pressure, and shall be connected to an approved sewer system. Water inlets for bathtubs shall be located above the overflow rim of these facilities. the bathtub.

~~(5) Door locks and security. All exterior doors of dwelling shall be equipped with functional locking devices. Multiple family dwelling shall be furnished with door locks as follows:~~

a. ~~For the purpose of providing a reasonable amount of safety and general welfare for persons occupying multiple family dwellings, an approved security system shall be maintained for each multiple family building to control access. The security system shall consist of locked building entrance or foyer doors, and locked doors leading from hallways into individual dwelling units. Deadlatch type door locks shall be provided with lever knobs (or door knobs) on the inside of the building entrance doors and with key cylinders on the outside of the building entrance doors. Building entrance door latches shall be of a type that are permanently locked from the outside and permanently unlocked from the inside.~~

~~b. Every door that is designed to provide ingress or egress for a dwelling unit within a multiple-family building shall be equipped with an approved lock that is a deadlocking bolt that cannot be retracted by end pressure; provided, however, that such door shall be openable from the inside without the use of a key or any special knowledge or effort.~~

~~(6) Removal of basic equipment of facilities. No owner, operator or occupant shall cause any facility or equipment, which is required under this ordinance, to be removed from or shut off from any occupied dwelling unit, except for such temporary interruptions as may be necessary while actual repairs or alterations are in progress, or during temporary emergencies.~~

(5)(7) Connection to water and sewer system. Every kitchen sink, lavatory basin sink, bathtub, or shower and toilet shall connect water closet required under the provisions of this section shall be properly connected to a public water and sanitary sewer system. These facilities may connect or to an approved private water and sewer system if no public utility system is available. These plumbing facilities and shall be supplied with shall have an adequate amount of hot and cold running water. The heated water shall be at a minimum temperature of 120 degrees and a maximum of 165 degrees.

~~(8) Water heating facilities. Every dwelling shall have supplied water heating facilities which are installed in an approved manner, properly maintained, properly connected with hot water lines, water and which are capable of heating and delivering water to such a temperature as to permit an adequate amount of water to be drawn at every required kitchen sink, lavatory basin, bathtub, shower and laundry facilities or other similar units at a temperature of not less than one hundred twenty (120) degrees Fahrenheit.~~

(6)(9) Heating system facilities. Every rental residential building dwelling shall have an approved and functioning heating system facilities. The owner of said heating facilities shall be required to see that said heating facilities are properly installed, safely maintained, and in good working condition. This system Said facilities shall be capable of safely and adequately heating safely heat all habitable rooms, bathrooms and toilet rooms located therein, in the building. This system must provide to a temperature consistent with state and federal guidelines at three (3) feet above the floor at all times when occupied. The City shall not consider gas or electric appliances designed primarily for cooking or water heating purposes as heating facilities. The City prohibits the use of portable heating equipment which uses flame and liquid fuel as heating

equipment for this Section. No owner or occupant shall install, or use a space heater using a flame which is not vented to the outside of the structure. This venting shall only be done with City approval.

~~(10) Operation of heating facilities and incinerator. Every heating or water heating facility and incinerator must be installed and must operate in accordance with the requirements of the building code. (Ord. No. 486, §214.090, 6-5-80)~~

~~(7)(11) Refuse and garbage storage and removal. The owner shall supply approved containers with tight-fitting covers for the storage of refuse and garbage. The owner shall have the refuse and garbage removed from the premises at least once a week.~~

Sec. 9-98 9-100. Maintenance. Installations and maintenance.

~~All occupied dwellings in the city under this article shall meet the following requirements:~~

- ~~(1) Plumbing and heating equipment, fixtures. The owner shall maintain the plumbing and heating equipment. Every water line, plumbing fixture and drain shall be properly installed, connected and maintained in working order, and must be kept This equipment shall be free from obstructions, leaks and defects. Heating equipment shall include cooking, water heating and space heating equipment. and capable of performing the function for which it was designed. All repairs and installations must be made in accordance with the provisions of the building code.~~
- ~~(2) Plumbing systems. Every stack, waste and sewer line shall be so installed and maintained as to function properly and be kept free from obstructions, leaks and defects to prevent structural deterioration or a health hazard. All repairs and installations must be made in accordance with the provisions of the building code.~~
- ~~(3) Heating equipment. Every space heating, cooking and water-heating device located in a dwelling shall be properly installed, connected, maintained and capable of performing the function for which it was designed in accordance with the provisions of the building code.~~
- ~~(2)(4) Electrical service, outlets, fixtures. All dwelling units and rooming units shall have adequate and safe electrical service. shall be supplied with electrical service that is adequate to safely meet the electrical needs of the structure in accordance with the provisions of the building code. Every electrical outlet and fixture shall connect be installed,~~

~~maintained and connected to the source of electrical power, .~~
All dwelling units and rooming units shall have an adequate number of electrical outlets and electrical lighting fixtures for normal usage. in accordance with the provisions of the building code.

~~(3)-(5) All facilities and equipment. All required equipment and all building space and parts in every dwelling shall be constructed in accordance with the provisions of the building code. All housing facilities shall be maintained in a clean and in a sanitary condition. so as not to breed insects and rodents or produce dangerous or offensive gases or odors. 486, §214.100, 6-5-80)~~

Sec. 9-99 9-101. Light and ventilation.

~~All occupied dwellings in the city under this article shall meet the following requirements:~~

- ~~(1) Natural light in dwellings. Every dwelling unit and rooming unit shall have at least one window of approved size facing directly to the outdoors or to a court, provided that, if . If the dwelling unit or rooming unit is connected to a room or area used seasonably (e.g. porch), then adequate daylight must be possible through this connection. interconnection.~~
- ~~(2) Light in nonhabitable work space. In multiple dwellings, every Every furnace room, and all similar nonhabitable work space shall have at least one supplied functioning electric light. fixture available at all times.~~
- ~~(3) Light in public halls and stairways. Every public hall and inside stairway shall have be lighted at all times with an illumination of at least five (5) lumens per square foot of light in the darkest part. portion of the normally traveled public halls and stairs and passageways.~~
- ~~(4) Electric outlets required. All dwellings shall have an adequate number of electrical outlets and electrical lighting fixtures for normal usage, subject to the approval of the electrical inspector.~~
- (4) Sleeping space in basements. No person shall sleep in a basement unless there is natural light from windows. These windows shall meet all building code requirements. At least one-half of the required window area shall be openable to provide natural ventilation.
- ~~(5) Adequate ventilation. Every dwelling shall have at least one window which can be easily opened or such other device as will adequately ventilate the dwelling.~~

- (6) ~~Ventilation and light in bathroom. and water closet compartment.~~ Every bathroom and room with a toilet water closet compartment shall have at least one openable window for light and ventilation, ~~except that no window shall be required in bathrooms or water closet compartments equipped with or an approved ventilation system. (Ord. No. 486, §214.110, 6-5-80)~~

Sec. 9-100. 9-102. Minimum standards for safety from fire. Fire safety standards.

~~All occupied dwellings in the city under this article shall comply with the applicable provisions of the fire prevention ordinances of the city and the following additional standards for safety from fire:~~

- (1) ~~Exclusion of rental residence building from storing flammable liquid.~~ No dwelling unit or rooming unit shall be located within a building containing any business handling, dispensing or storing flammable liquids with a flash point of one hundred (100) degrees Fahrenheit, ~~as . This is defined by the 1976 Edition of the NFPA Life Safety Code #101 Uniform Building Code (U.B.C.) and the Uniform Fire Code (U.F.C.).~~
- ~~(2) Exits. All exit requirements of the building code shall be complied with.~~
- ~~3) Cooking and heating equipment. All cooking and heating equipment, components and accessories, in every heating, cooking and water heating device shall be maintained free from leaks and obstructions, be properly vented and kept functioning properly so as to be free from fire, health and accident hazards. All installations and repairs shall be made in accordance with the regulations of the building code.~~
- ~~(4) Smoke alarms. Approved U.L. smoke alarms, which are functional and in good working order, shall be provided in all dwellings, where required by state law. (Ord. No. 486, §214.120, 6-5-80)~~
- (2) Smoke alarms. There shall be approved, functional smoke alarms in all rental residential building and rooming houses as required by state law.

Sec. 9-101 9-103. Maintenance responsibilities. Responsibilities relating to the maintenance of dwelling units.

~~All properties in the city under this article, and the owners or occupants thereof, shall comply with the following requirements:~~

- (1) **Maintenance of private areas.** Occupants ~~Every occupant of a dwelling shall keep in a clean and sanitary condition that part of the dwelling and premises thereof, which they occupy, control or use. he occupies, controls or uses.~~
- (2) **Maintenance of shared or public areas.** Every owner of a dwelling, ~~containing two (2) or more dwelling units,~~ shall maintain in a clean and sanitary condition all the shared or public areas on of the dwelling and premises thereof.
- (3) **Disposal of garbage and refuse.** Occupants and owners ~~Every occupant of a dwelling shall dispose of their all his garbage and refuse~~ rubbish in a clean and sanitary manner consistent with Chapter 16 of this Code. Occupants shall put their garbage and refuse in the containers provided by the owner.
- (4) **Use and operation of supplied plumbing fixtures.** Every occupant of a dwelling shall keep the supplied plumbing fixtures therein clean and sanitary and shall be responsible for the exercise of use reasonable care in their proper use and operation.
- ~~(5) **Installation and care of plumbing fixtures furnished by occupant.** Every plumbing fixture furnished by the occupant shall be properly installed, maintained in good working condition, clean and sanitary, and free from defects, leaks or obstructions. (Ord. No. 486, §214.130, 6-5-80)~~

Sec. 9-102. ~~9-104.~~ Rooming houses.

~~No person in the city shall operate a rooming house or shall occupy or let to another for occupancy any rooming unit in any rooming house, except in compliance with the provisions of this section:~~

- (1) **Toilet, Water closet, hand lavatory and bath facilities.** At There shall be at least one functioning toilet water closet, lavatory basin sink and bathtub or shower, properly connected to an approved water and sewer system and in good working condition, shall be supplied for each four (4) rooms rooming units within a rooming house. This is wherever persons share said facilities. wherever said facilities are shared. The owner shall locate all All such facilities shall be located within the residence building served and be directly accessible from a common hall or passageway to all persons sharing such facilities. The owner shall supply every Every lavatory sink basin and bathtub or shower shall be supplied with hot and cold water at all times.
- (2) **A kitchen is not required in a rooming house. If a common kitchen is provided, it shall be clean and sanitary.**

- ~~(2) Minimum floor area for sleeping purposes. Every room occupied for sleeping purposes by one person shall contain at least seventy (70) square feet of floor area. Every room occupied for sleeping purposes by two (2) or more persons shall contain at least fifty (50) square feet of floor area for each occupant thereof.~~
- ~~(3) Bed linen and towels. The operator of every rooming house shall change supplied bed linen and towels therein at least once a week and prior to the letting of any room to another occupant. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner.~~
- ~~(4) Shades, drapes, etc. Every window of every rooming unit shall be supplied with shades, draw drapes or other devices or materials which, when properly used, will afford privacy to the occupant of the rooming unit.~~
- ~~(5) The operator of every rooming house shall be responsible for the sanitary maintenance of all walls, floors and ceilings, and for the sanitary maintenance of every other part of the rooming house, and he shall be further responsible for the sanitary maintenance of the entire premises, where the entire structure of building within which the rooming house is contained is leased or occupied by the operator.~~
- ~~(6) Every water closet, flush urinal, lavatory basin and bathtub or shower shall meet the design standards of Section 9-99 of this article and shall be located within a room or rooms which:~~
- ~~a. Afford privacy and are separate from the habitable rooms.~~
 - ~~b. Are accessible from a common hall and without going outside the rooming house. (Ord. No. 486, §214.140, 6-5-80)~~

Sec. ~~9-103~~ ~~9-105~~. Vacant and unfit dwellings.

~~The owner of any unoccupied rental building, dwelling unit or rooming unit shall board up or close and lock any open doors or windows. in the city, which has been declared unfit for human habitation, or which is otherwise vacant for a period of sixty (60) days or more, shall make same safe and secure so that it is not hazardous to the health, safety and welfare of the public and does not constitute a public nuisance. Any vacant dwelling open at doors or windows, if unguarded, shall be deemed to be a hazard to the health, safety and welfare of the public and a public nuisance within the meaning of this article. (Ord. No. 486, §214.150, 6-5-80)~~

~~Sec. 9-106. Hazardous buildings.~~

~~In the event that a dwelling in the city under this article has been declared unfit for human habitation and the owner has not remedied the defects within a prescribed reasonable time, the dwelling may be declared a hazardous building and treated consistent with the provisions of Minnesota Statutes. (Ord. No. 486, §214.160, 6-5-80)~~

~~Sec. 9-107. Enforcement officer.~~

~~It shall be the duty of the environmental health official and his authorized representatives to enforce the provisions of this article. Authorized representatives shall include the building inspectors, the director of public safety or his representatives, or the health officer. (Ord. No. 486, §214.170, 6-5-80)~~

~~Sec. 9-108. Inspections.~~

~~The enforcement officer shall be authorized to make or cause to be made inspections to determine the condition of dwellings and premises in the city under this article in order to safeguard the health, safety and welfare of the public. The enforcing officer, or his designated representatives, shall be authorized to enter any dwelling or premises at any reasonable time for the purpose of performing his duties under this article. If the owner, operator or person in possession of the dwelling shall refuse to consent to the inspection and there is probable cause to believe that a violation exists within the particular structure, a search warrant may be obtained. (Ord. No. 486, §214.180, 6-5-80)~~

~~Sec. 9-104 9-109. Access by owner or operator.~~

~~Every occupant of a dwelling in the city under this article shall give the owner or operator thereof, or his agent or employee, access to any part of such dwelling unit, rooming unit or its premises, . This access is to be at reasonable times, for the purpose of affecting inspection and maintenance, making such repairs, or making such alterations as are necessary to comply with the provisions of changes to follow this article. (Ord. No. 486, §214.190, 6-5-80)~~

~~Sec. 9-105 9-110. Compliance orders.~~

~~Whenever the enforcement officer determines that any dwelling, dwelling unit or rooming unit in the city under this article, or the premises surrounding any of these, fails to meet the provisions of this article, he or she may issue a compliance order. This order shall state setting forth the violations of the article and ordering order the owner, occupant or operator or agent to correct such violations. This compliance order shall:~~

- (1) Be in writing.
- (2) Describe the location and nature of the violations of this article.
- (3) Establish Set the required corrective action and a time for the completion of the correction of such violation. This compliance order shall also let the owner or operator know and notify of appeal recourse.
- (4) Be served upon the owner, his agent or the occupant, as follows: as the case may require. Such notice shall be deemed to be properly served upon such owner, agent or upon any such occupant, if a copy thereof is:
 - a. Served upon him personally, or
 - b. Sent by ~~registered or certified~~ mail to his last known address, or
 - c. ~~Upon failure to effect notice through a. or b. above, as set out in this section,~~ Posted at a conspicuous place in or about the dwelling which the notice affects. is affected by the notice. (Ord. No. 486, §214.200, 6-5-80)

Sec. 9-106 ~~9-111~~. Variances.

A person shall make appeals Appeals of interpretation or variance under this article ~~shall be made to the city manager to the Director of Community Development.~~ If not satisfied, a person may make further appeal may be made to the board of adjustments and appeals to the City Council according to established ~~city~~ City procedures. The ~~board~~ City Council will hear requests for variance and interpretation of this article. The ~~board~~ City Council may grant variances in instances where the strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and . The City Council must also find when it is demonstrated that such action will be in keeping with the spirit and intent of this article. (Ord. No. 486, §214.210, 6-5-80)

Sec. 9-107 ~~9-112~~. Violations.

Any person, firm or corporation failing to follow ~~comply~~ with the ~~provisions of~~ this article shall be guilty of a misdemeanor, and shall be subject to prosecution. (Ord. No. 486, §214.211, 6-5-80)

Secs. 9-108 ~~9-113~~-9-129. Reserved.

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

Passed by the Maplewood City Council on _____, 1991.

mb\ord\rental2

remain in full force and effect to all intents and purposes as if such repeal had not taken place. No offense committed and no liability, penalty or forfeiture, either civilly or criminally incurred, prior to the time when such ordinance or part thereof shall be repealed, shall be discharged or affected by such repeal; but prosecutions and suits for such offenses, liabilities, penalties or forfeitures shall be instituted and proceeded with in all respects as if such prior ordinance or part thereof had not been repealed. (Code 1965, § 101.070)

→ **Sec. 1-16. Right of entry.**

In the enforcement of the provisions of this Code, any officer, employee, servant or agent of the city shall have the right of entry upon, and may enter upon, any premises within the jurisdiction of the city for the purpose of enforcing any provision of this Code, including the performing of any act upon such premises required or authorized by this Code, the serving of any order, notice or other process upon the owner of such premises or any other person located thereon, or the exercise of any duty, obligation or responsibility arising under this Code which can be accomplished only on such premises.

Sec. 1-17. Violation of Code, or ordinance, declared to be penal offense.

Whenever in this Code or in any ordinance of the city, or in any rule or regulation adopted pursuant to this Code or such ordinance, an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor or a petty misdemeanor, or whenever in such Code or ordinance, or in such rule or regulation, the doing of any act is required or the failure to do any act is declared to be unlawful, the violation of any such provision or the failure to perform any such act is hereby declared to be a penal offense punishable as provided for in this Code or in such ordinance, or in such rule or regulation.

State law reference—Authority for above section, M.S. § 412.231.

Sec. 1-18. General penalties; violations of Code, ordinances, rules, regulations, etc.; violations of traffic regulations; continuing violations.

(a) Whenever in this Code or in any ordinance of the city, or in any rule or regulation adopted pursuant to this Code or such ordi-

MINUTES OF THE
MAPLEWOOD HOUSING AND REDEVELOPMENT AUTHORITY
NOVEMBER 12, 1991

1. CALL TO ORDER

Chairperson Fischer called the meeting to order at 7:05 p.m.

2. ROLL CALL

HRA Commissioners: Lorraine Fischer, Larry Whitcomb, Lori
Tauer

City Staff: Ken Roberts

3. APPROVAL OF MINUTES

a. October 8, 1991

Commissioner Fischer moved approval of the minutes of
October 8, 1991, as submitted.

Commissioner Tauer seconded Ayes--Fischer, Whitcomb,
Tauer

4. APPROVAL OF AGENDA

Commissioner Fischer moved approval of the amended agenda,
deleting item 7 a, unless another Commissioner is present
at the meeting.

Commissioner Whitcomb seconded Ayes--Fischer, Whitcomb,
Tauer

5. COMMUNICATIONS

a. Metro HRA - two letters

The Commission had a brief discussion on the two
letters.

6. UNFINISHED BUSINESS

a. Rental Housing Maintenance Code

Ken Roberts presented the staff report. The
Commissioners discussed the revisions proposed. It was
suggested that "workmanlike" be replaced in the
document with a nonsexist term.

Commissioner Whitcomb moved approval of the revised Rental Housing Maintenance Code and replacing, if possible, the term "workmanlike" with a non-sexist term.

Commissioner Tauer seconded Ayes--Fischer, Whitcomb,
Tauer

Commissioner Tauer moved to recommend to the City Council:

1. Do not require licensing at this time but continue our present inspection program, including special inspections of individual units in problem buildings as time permits.
2. Continue to require compliance with the rental housing code as part of the City's truth-in-housing program.

Commissioner Whitcomb seconded Ayes--Fischer, Whitcomb,
Tauer

Ken Roberts presented information requested by the Commission pertaining to the truth-in-housing ordinance requirements regarding the number of multiple-dwelling rental unit inspections required at the time a building is sold. It was decided to further discuss this at the time that the truth-in-housing ordinance is updated.

7. NEW BUSINESS

a. Housing Plan Update

The revised housing plan was explained briefly by Ken Roberts. It will be added to the December meeting agenda for consideration at that time.

b. Larpenteur East Apartments

The Commission discussed past complaints and court actions on this property.

8. DATE OF NEXT MEETING

- a. December 10, 1991

9. ADJOURNMENT

Meeting adjourned at 8:30 p.m.

Action by Council:

Endorsed_____

Modified_____

Rejected_____

Date_____

AGENDA REPORT

TO: City Manager

FROM: Assistant City Manager *Gretchen Maglich*

RE: REQUEST FOR CONTRIBUTION: SENIOR CITIZEN
VALENTINE PARTY

DATE: December 2, 1991

INTRODUCTION

The East Metro Chapter of the Suburban Area Chamber of Commerce is requesting a \$200 donation from the City for the 1992 Senior Citizen Valentine Party to be held in February. The City Council contributed funds for the 1990 program but did not make a contribution for the 1991 party.

It should be noted that this type of expenditure would be an appropriate use of the City's portion of charitable gambling contributions.

RECOMMENDATION

This request is presented to the City Council for review and consideration.

UNIVERSITY AVENUE OFFICE
663 UNIVERSITY AVENUE, P.O. BOX 64689
ST. PAUL, MN 55164 (612) 224-1371
FAX (612) 224-1575

McCARRON'S LAKE OFFICE
1740 RICE STREET
MAPLEWOOD, MN 55113 (612) 487-2051
FAX (612) 487-3312

OAKDALE OFFICE
7035 TENTH STREET NORTH
OAKDALE, MN 55128 (612) 738-7866
FAX (612) 738-6169

WESTERN BANK *and* INSURANCE AGENCY



November 21, 1991

NOV 25 1991

City of Maplewood
1830 E. Co. Rd. B.
Maplewood, MN 55109

Once again the East Metro Chapter of the Suburban Area Chamber of Commerce will sponsor the "Senior Citizen Valentine Party", to be held February 16, 1992 at O'Reilly Hall.

Our senior citizens from Maplewood, No. St. Paul, and Oakdale, look forward to this party each year. The dinner, entertainment, and door prizes make it a special day.

We are asking for a donation of \$200 to help make this event a success. If you are unable to meet that contribution, any amount would be greatly appreciated.

Recognition of contributors will be listed in the Valentine program.

Thank you in advance for your generosity in helping make this a special day for our local senior citizens.

Please make checks payable to East Metro SACC and send to:

Teri A. Swanson
c/o Western Bank
7035 10th St. No.
Oakdale, MN 55128

Sincerely,

A handwritten signature in cursive script that reads "Teri A. Swanson".

Teri A. Swanson
Valentine Party Chairperson

Building Relationships Since 1915!

MEMBER FDIC

AGENDA NO. J-4

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: Finance Director *W. Faust*
RE: **ORDINANCE TO INCREASE HYDRANT CHARGE RATES (FIRST READING)**
DATE: December 2, 1991

Endorsed.....
Modified.....
Rejected.....
Date.....

The 1992 Budget includes a provision to increase hydrant charge rates by 2.5%. The reason for the increase is to finance higher water system operations costs and to finance unassessed water system improvements. Based upon a long-range financial forecast, annual increases in hydrant charge rates of about 2.5% will be needed through 2000. This is based on the assumptions that two water tanks will need to be repainted between 1997 and 1999, that inflation will average 5% annually and most future water improvements will be financed completely by special assessments.

The attached ordinance will implement a 2.5% increase in rates and will increase revenues by \$13,100. As a result of this rate change, single-family homes will be charged an additional \$.40 per year. It is recommended that the Council approve the first reading of the attached ordinance.

tmc

Attachment

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MAPLEWOOD CODE
RELATING TO HYDRANT CHARGE RATES

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

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

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

(1) The quarterly residential rates shall be:

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

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

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

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

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

AGENDA REPORT

Action by Council:

TO: City Manager
FROM: Finance Director *R. Faust*
RE: ORDINANCE TO INCREASE SEWER RATES (1ST READING)
DATE: December 2, 1991

Endorsed _____
Modified _____
Rejected _____
Date _____

INTRODUCTION

It is proposed that sewer billing rates be increased by 8.7% effective January 1, 1992 in order to provide the revenues anticipated in the 1992 Budget.

BACKGROUND

The last sewer rate increases were effective January 1, 1987 and January 1, 1990. Rates increases were not needed between that time due to elimination of the Metropolitan Waste Control Commission charges for lake overflow in 1988. A rate increase is needed effective January 1, 1992 to provide the revenues needed to finance the 1992 operating expenses of the Sanitary Sewer Fund. Approximately 73% of the operating expenses are for the M.W.C.C. sewage treatment costs.

RATE MAKING LAWS

Chapter 473.519 of state law requires that local governments have sewer rates which allocate sewer treatment costs proportionate to usage pursuant to the Federal Water Pollution Control Act Amendments of 1972. These federal regulations have been imposed because the M.W.C.C. receives federal aid for improvements and expansion of the Metropolitan Disposal System. The state law in effect requires the City Council to set sewer rates based upon reasonable estimates of sewage flow by type of dwelling. Thus, apartments, for example, must be billed a sewer rate that is less than the rate for single-family dwellings.

PROPOSED RATE INCREASES

In order to generate the needed \$2,802,115 in sewer billing revenues, the following rate changes are needed:

	<u>Present</u>	<u>Proposed</u>
Residential (rate per quarter):		
Single Family and Townhouse	\$ 31.10	\$ 33.80
Duplex	62.20	67.60
Apartment	24.90	27.00
Mobile Home	31.10	33.80
Condominium	31.10	33.80
Non-Residential:		
Rate per 1,000 gals.	1.55	1.68
Minimum Charge (per quarter)	6.55	7.10

RECOMMENDATION

It is recommended that the attached ordinance, which provides for a revision of sewer rates, be approved for first reading.

tmc

Attachment

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

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

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

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

(1) The quarterly residential rates shall be:

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

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

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

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

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

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

AGENDA REPORT

Action by Council:

TO: City Manager

FROM: Finance Director *R. Faust*

RE: INCREASE IN AMBULANCE RATES

DATE: December 2, 1991

Endorsed _____

Modified _____

Rejected _____

Date _____

INTRODUCTION

It is proposed that the ambulance rates be increased effective 1-1-92 to provide the anticipated revenue in the 1992 Budget, to make our rates comparable to those charged by others, and to ensure that non-residents continue to pay a greater portion of the costs.

BACKGROUND

Ambulance rates have been increased annually over the last five years. Prior to that, there had not been an increase since 1-1-80. The reason there had not been an increase for seven years was because the special tax levy, authorized by voters on 6-1-76 combined with ambulance service charges, had been sufficient to cover the cost of City ambulance services.

However, over the past several years the state legislature has revised the levy limit law several times. These revisions have included the transfer of our special levy (for paramedic services) to our levy limit base. The levy limit law changes have put greater restrictions on the City's taxing power which creates a need and incentive to increase service charges.

Another factor in favor of a reduced subsidy for paramedic services is the extent to which non-residents use the services. The use of paramedic services by non-residents has been monitored since 1-1-88 and 37% of the patients transported have been non-residents.

One year ago the Council decided to charge higher rates to non-residents. A surcharge of ten percent was added to the ambulance charges. The primary purpose of a higher rate charged to non-residents was to compensate for the fact that non-residents do not pay property taxes in Maplewood.

DISCUSSION

According to a survey conducted in 1991, Maplewood ambulance rates are significantly lower than those charged by other agencies. The average amount charged by the agencies surveyed is \$215 for basic services and \$394 for advanced live support.

To bring the ambulance rates charged more in line with the rates charged by other agencies, the following rates for 1992 are proposed:

	<u>1991</u>		<u>1992</u>	
	<u>Resident Rates</u>	<u>Non-Resident Rates</u>	<u>Resident Rates</u>	<u>Non-resident Rates</u>
Basic services	\$155	\$171	\$210	\$230
Advanced life support	275	303	380	420

For 1992 the proposed budget for paramedic services is \$487,890. If service charges are increased as indicated above, revenues will be \$307,520 which will finance 63% of the costs.

RECOMMENDATION

It is recommended that the ambulance rates be increased effective 1-1-92 to \$210 for residents and \$230 for non-residents for basic ambulance services and \$380 for residents and \$420 for non residents for advanced live support ambulance services.

ACTION REQUIRED

Council adoption of the attached resolution.

tmc

Attachment

RESOLUTION ADOPTING 1992 AMBULANCE RATES

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

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

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

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

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

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

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

AGENDA REPORT

Action by Council:

TO: City Manager
 FROM: Finance Director *Stuart*
 RE: INCREASE IN LICENSE/PERMIT FEES AND SERVICE CHARGES
 DATE: December 2, 1991

Endorsed _____
 Modified _____
 Rejected _____
 Date _____

INTRODUCTION

It is proposed that the attached license/permit fees and service charges be increased by 4% for fees and charges due after January 1, 1992.

BACKGROUND

It has been past practice to raise license/permit fees and service charges annually to keep up with inflation. Attached is a listing of present and proposed fees. In addition, several planning fees have been raised. The proposed fees represent a 4% increase as anticipated in the 1992 Proposed Budget.

A new state law authorizes and directs the commissioner of commerce to undertake a system of issuing state licenses to residential building contractors, remodelers, and specialty contractors. A local government may place a surcharge up to \$5 on each building permit that requires a licensed contractor for the purpose of license verification (phone or fax is authorized for verifications). No local license may be required of state licensed contractors under this law. State licenses will be required January 1, 1992. To deal with the new law, the City will have to modify its ordinance to recognize state licenses within our jurisdiction and continue licensing all other contractors not covered by a state license. Also, the attached fee schedule includes a \$5 building permit surcharge to verify that residential building contractors, remodelers, and specialty contractors have a state license. This will compensate for the revenue lost due to the issuance of fewer City contractor licenses.

It should be noted that revision of the planning-related fees requires adoption of an ordinance which is also attached.

RECOMMENDATION

It is recommended that the Council increase license/permit fees and service charges by 4% effective January 1, 1992 to keep up with inflation.

ACTION REQUIRED

Council approval of the attached fee schedule to be effective for fees and charges due after January 1, 1992 and approval of the first reading of the attached ordinance.

tmc

Attachments

LICENSE/PERMIT FEES AND SERVICE CHARGES

Planning Fees (Set by Ordinance):

	<u>1990 Fee</u>	<u>1991 Fee</u>	<u>Proposed 1992 Fee</u>
Zone Change	\$263*	\$274	\$285
Conditional	173*	180	185
Planned Unit Development	315*	328	340
Comprehensive Plan Amendment	263*	274	285
Variances:			
R-1	53*	55	57
All Other Districts	79*	82	85
Vacations	56*	58	60
Lot Divisions (Fee per lot created)	37	38	40
Preliminary Plat	315	328	340
Final Plat	53	55	57
Home Occupations:			
Initial	49	51	53
Renewal	20	21	22
Sign Erection Permit:			
1 - 10 Sq. Ft.	14	15	16
11 - 25	19	20	21
26 - 50	30	31	32
51 - 100	74	77	80
Over 100	134	139	145
Billboard Erection Permit	12	13	14
Each Additional Sq. Ft.	.58	.60	.62
Billboard License	252	262	270
Code Amendment	173	180	185

* Plus \$12 for each affected property to pay for the County's filing fee for resolutions

Licenses Due January 1st:

	<u>1990 Fee</u>	<u>1991 Fee</u>	<u>Proposed 1992 Fee</u>
Alarm System License	\$ 25	\$ 25	\$ 26
Amusement Park License	135	140	145
Bench Permit:			
First Bench	42	44	46
Each Additional Bench	24	25	26
Bingo License:			
For One Night/Wek. for 52 Wks.	135	140	145
For Two Nights/Wek. for 52 Wks.	273	284	295
One Night	17	18	19
Christmas Tree Sales:			
Regular	130	135	140
Non-Profit Organization	102	106	110
Cigarettes & Tobacco	36	37	38
Coin-Operated Amusement Devices:			
Per Location	135	140	145
Per Machine	36	37	38
Dog Kennels:			
First Time	36	37	38
Renewal	18	19	20
Gambling Investigation & Administration Fee	250*	250*	250*
Golf Course	137	142	145
Motels:			
1 - 15 Units	56	58	60
16 - 35 Units	86	89	95
36 - 100 Units	135	140	145
Over 100 Units	166	173	180

* License Fee set by State Law

Licenses Due January 1st:

	<u>1990 Fee</u>	<u>1991 Fee</u>	<u>Proposed 1992 Fee</u>
Restaurant and/or Bakery:			
Food Establishment	\$149	\$155	\$160
Catering Food Vehicle:			
First Vehicle	78	81	85
Each Additional	36	37	38
Fleet License	207	215	225
Itinerant Food Establishment:			
(Limit 7 days)			
First Day	36	37	38
Each Additional Day	19	20	21
Non-Perishable Food Vehicle:			
First Vehicle	35	36	37
Each Additional	24	25	26
Fleet License	95	99	100
Potentially Hazardous Food Vehicle:			
First Vehicle	107	111	115
Each Additional	53	55	57
Fleet License	309	321	335
Special Food Handling Establishment	53	55	57
Swimming Pool License:			
Outdoor	50	50	55
Indoor	75	75	80
Combined	125	125	135
Tavern License	273	284	295
Taxicab License:			
Base Charge	36	37	38
Each Driver	14	15	16
Theater License:			
Indoor	135	140	145
Outdoor	273	284	295
Contractor's License	74	77	80

Licenses Due July 1st:

	<u>1990 Fee</u>	<u>1991 Fee</u>	<u>Proposed 1992 Fee</u>
3.2 Beer License:			
On-Sale	\$100*	\$100*	\$100*
Off-Sale	30*	30*	30*
Temporary Food & Beer - Per Day	19	20	21
Used Car Dealer	273	284	295

Licenses Due August 1st:

Motor Vehicle Repair	49	51	55
Service Station:			
First Pump	56	58	60
Each Additional Pump	9	10	10
Trailer Rental:			
First 5 Trailers	19	20	21
Each Additional Trailer	7	8	8

* License Fee set by State Law

Miscellaneous Service Charges:

	<u>1990 Fee</u>	<u>1991 Fee</u>	<u>Proposed 1992 Fee</u>
Tax-Exempt Mortgage Revenue Financing - Commercial:			
Base Charge (% of Bond Issue)	1%	1%	1%
Minimum	5,930	\$6,170	\$6,400
Maximum	23,740	24,690	26,700
Amount Paid With Application	2,000	2,080	2,200
Tax-Exempt Mortgage Revenue Financing - Multiple Dwellings			
Application Fee	2,315	2,410	2,510
Tax Increment Financing Application Fee (escrow)	5,730	5,960	6,200
Liquor License Investigation Fee	414	431	450
Block Party License	19	20	21
Carnival License	134	139	145
Solicitor License:			
Base Per Company	74	77	80
Additional Per Solicitor	37	38	40
Auctioneer License:			
Annual	68	71	75
Daily	19	20	21
Pawn Shop	68	71	75
Pending Assessment Searches	8	9	9
Police Accident Report Copies	7	8	8
Cat and Dog Licenses:			
Male	8	9	9
Female	8	9	9
Neutered/Spayed	5	6	6
Building Relocation	134	139	145
Community Design Review Board	105	109	115
Sewer Connection Permit: (Per Connection)			
Residential Connection	37	38	40
Non-Residential Connection	56	58	60
Moving Permit	74	77	80
Wrecking Permit	37	38	40
Driveway Permit	9	10	10

Miscellaneous Service Charges:

	<u>1990 Fee</u>	<u>1991 Fee</u>	<u>Proposed 1992 Fee</u>
Property Owner List - Per Name	\$ 5.75	\$ 6.00	\$ 6.20
Base Price	37	38	40
Mobile Home Permits	43	45	50
Occupancy Permit	7	8	8
Woodlot Alteration Permit	53	55	60
Truth-In-Housing Filing Fee	N/A	15	15
Truth-In-Housing Evaluators License Fee	N/A	74	75
Building Permit Surcharge	N/A	N/A	5*
Personal Services License (e.g. massage parlors)			
Investigation Fee	300	300	310
License Fee	134	134	140

Publications (Includes Sales Tax):

Zoning Code	\$ 10.50	\$ 11	\$11
Platting Code	5.25	6	6
Sign Code	3.20	4	4
Comprehensive Plan	11.80	12	12
Zoning Map	4.30	5	5
City Map	4.30	5	5
Section Map	4.30	5	5
Planning Commission or Community Design Review Board:			
Minutes - Per Year	9	10	10
Agenda Packet - Per Year	90	94	100

*Amount set by State Law

ORDINANCE NO. _____

PLANNING FEES

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

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

Zone Change	\$285
Conditional Use Permit	185
Planned Unit Development	340
Comprehensive Plan Amendment	285
Variances:	
R-1	57
All other districts	85
Vacations	60
Lot Divisions	40 for each lot created
Preliminary Plat	340
Final Plat	57
Home Occupation Permit	53 for the initial permit and 22 for an annual renewal

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

Section 36-258. Fees.

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

<u>Square Feet</u>	<u>Fee</u>
1 - 10	\$ 16
11 - 25	21
26 - 50	32
51 - 100	80
Over 100	145

- (2) The fee for erection of billboards shall be \$14 for the first five square feet, plus \$.62 for each additional square foot.
- (3) The annual license fee for billboards shall be \$270.

Section 3. This ordinance shall take effect on January 1, 1992.

Passed by the Maplewood City Council on _____.

Mayor

Attest:

Ayes--
Nays--

Clerk