

The Listening Forum begins at 6:30 p.m. before the second and fourth regularly scheduled City Council meetings.

AGENDA
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, December 10, 2012
City Hall, Council Chambers
Meeting No. 22-12

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

1. *Acknowledgement of Maplewood Residents Serving the Country*

C. ROLL CALL

Mayor's Address on Protocol:

"Welcome to the meeting of the Maplewood City Council. It is our desire to keep all discussions civil as we work through difficult issues tonight. If you are here for a Public Hearing or to address the City Council, please familiarize yourself with the Policies and Procedures and Rules of Civility, which are located near the entrance. Before addressing the council, sign in with the City Clerk. At the podium please state your name and address clearly for the record. All comments/questions shall be posed to the Mayor and Council. The Mayor will then direct staff, as appropriate, to answer questions or respond to comments."

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

1. Approval of November 26, 2012 City Council Meeting Minutes
2. Approval of November 26, 2012 City Council Workshop Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Presentation by Landfall City Council on Police Services – No Report
2. Presentation of Blue Star Award

G. CONSENT AGENDA – *Items on the Consent Agenda are considered routine and non-controversial and are approved by one motion of the council. If a councilmember requests additional information or wants to make a comment regarding an item, the vote should be held until the questions or comments are made then the single vote should be taken. If a councilmember objects to an item it should be removed and acted upon as a separate item.*

1. Approval of Claims
2. Approval of Transfers to Close Funds for Public Improvement Projects for 2012
3. Approval of Resolution of Appreciation for David Hesley, Business and Economic Development Commission
4. Approval of Resolution of Appreciation for Jawaid Ahmed, Community Design Review Board
5. Approval of Resolution of Appreciation for Matt Wise, Community Design Review Board
6. Approval of Proclamation of Appreciation for Paul R. Yocum, Founder of Yocum Oil
7. Ordinance Amendment—Including the Housing and Redevelopment Authority Duties With Those of the Business and Economic Development Commission (Second Reading)
8. Approval of Conditional Use Permit Review, T-Mobile Cellular Telephone Tower at Harmony Learning Center, 1961 County Road C East
9. Approval of Conditional Use Permit Review, St. Paul Hmong Alliance Church, 1770 McMenemy Street
10. Resolution Accepting Donation to Volunteers in Police Service From the CenturyLink Clarke M. Williams Foundation
11. Approval to Purchase 2013 Unmarked Police Vehicle

12. Approval of 2013 Youth Service Bureau Service Agreement
13. Acceptance of Improvements Within the City of Maplewood, Rice/36 Interchange Improvements, Project 09-07
14. Approval of the City of Maplewood ADA Transition Plan for Facilities Within the Public Right-of-Way
15. Approval of Additional Audio System Upgrade Equipment for Maplewood Community Center Banquet Rooms
16. Resolution to Approve the Insurance Labor-Management Committee's (LMC) Recommendations for Employee Insurance Benefits for 2013

H. PUBLIC HEARINGS

1. Public Hearing on 2013 Tax Levy and Budget
 - a. Resolution Certifying Taxes Payable in 2013
 - b. Resolution Adopting a Budget for 2013
2. Economic Development Authority Meeting (The City Council Serves as the EDA)
3. MnDOT I-35E MnPASS Improvements, Project 11-02, Public Hearing and Resolution Approving Final Layout (Municipal Consent)

I. UNFINISHED BUSINESS

1. Comprehensive Sign Plan Amendment for an Exterior Sign for Men's Wearhouse, Maplewood Mall Located at 3001 White Bear Avenue
 - a. Community Design Review Board Report
 - b. Comprehensive Sign Plan Amendment Consideration
2. Comprehensive Land Use Plan Amendment, Rezoning and Right-of-Way Vacation for a Proposed Senior's Housing Apartment Building by Azure Properties, North Side of Roselawn Avenue, East of McMenemy Street—Findings for Denial
3. Approval to Direct Discontinuation of Investigation Into the Combination of the Planning Commission with the Community Design Review Board
4. Approval of Month-to-Month Extension for Contractual Police and Fire Services for the City of Landfall
5. Approval of Resolution Authorizing Maintenance Agreement with MnDOT [Agmt. No. 02472] for the Former BNSF Bridge Number 62822 Over T.H. 694 Between White Bear Avenue and T.H. 61

J. NEW BUSINESS

1. Conditional Use Permit Revision for a Planned Unit Development for Buffalo Wild Wings to Expand at 3085 White Bear Avenue
 - a. Planning Commission Report
 - b. Community Design Review Board Report
 - c. PUD Consideration
 - d. Design Review Consideration
2. Approval of Annual Environmental Sustainability Report
3. Recommendation of No Further Action on Reinforced-Turf Parking Surfaces for Multi-Family Developments
 - a. Planning Commission Report
 - b. Community Design Review Board Report
 - c. Consideration of Turf-parking Ordinance

K. AWARD OF BIDS

1. Consider Receiving Quotes and Awarding Construction Contract – Police Department Expansion Phase #1

L. ADMINISTRATIVE PRESENTATIONS

1. Approval to Cancel City Council Work Session for Monday, January 7, 2013

2. Update on Labor Negotiations
 - a. Declaration of Intent to Close Meeting

M. COUNCIL PRESENTATIONS

None

N. ADJOURNMENT

Sign language interpreters for hearing impaired persons are available for public hearings upon request. The request for this must be made at least 96 hours in advance. Please call the City Clerk's Office at 651.249.2001 to make arrangements. Assisted Listening Devices are also available. Please check with the City Clerk for availability.

RULES OF CIVILITY FOR OUR COMMUNITY

Following are some rules of civility the City of Maplewood expects of everyone appearing at Council Meetings – elected officials, staff and citizens. It is hoped that by following these simple rules, everyone's opinions can be heard and understood in a reasonable manner. We appreciate the fact that when appearing at Council meetings, it is understood that everyone will follow these principles: Show respect for each other, actively listen to one another, keep emotions in check and use respectful language

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MINUTES
MAPLEWOOD CITY COUNCIL
MANAGER WORKSHOP
5:15 P.M. Monday, November 26, 2012
Council Chambers, City Hall

A. CALL TO ORDER

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 5:17 p.m. by Mayor Rossbach.

B. ROLL CALL

| | |
|-----------------------------------|---------|
| Will Rossbach, Mayor | Present |
| Robert Cardinal, Councilmember | Present |
| Rebecca Cave, Councilmember | Present |
| Kathleen Juenemann, Councilmember | Present |
| Marvin Koppen, Councilmember | Present |

C. APPROVAL OF AGENDA

Councilmember Cardinal moved to approve the agenda as submitted.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

D. UNFINISHED BUSINESS**1. City Clerk Swearing In of Council Member Rebecca Cave**

City Clerk Guilfoile gave the Oath of Office to Rebecca Cave swearing her in to office as councilmember.

Councilmember Cave thanked the citizens and indicated she was ready to serve.

2. Update on Labor Negotiations**Closed Session – Discussion with Human Resource Attorney Bethel - Labor Negotiations**

- a. Declaration of Intent to Close Meeting Under MN State Statute 13D.03 Subd. 1

Mayor Rossbach moved to close this portion of the meeting.

Seconded by Councilmember Koppen Ayes – All

The Motion passed.

Mayor Rossbach opened the meeting and gave a brief overview of the discussion held.

3. Discussion on 4.5% Levy Increase/Budget Transfers

Finance Manager Bauman gave the report and answered questions of the council.

4. Update on Progress in City Council Goals

Assistant City Manager Ahl gave the report.

E. NEW BUSINESS

None.

F. ADJOURNMENT

Mayor Rossbach adjourned the meeting at 6:37 p.m.

MINUTES
MAPLEWOOD CITY COUNCIL
 7:00 p.m., Monday, November 26, 2012
 Council Chambers, City Hall
 Meeting No. 21-12

A. CALL TO ORDER

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 7:03 p.m. by Mayor Rossbach.

Mayor Rossbach requested that one of the scouts present from Boy Scout Troop 216 to address the council and inform the council about their troop. He then requested Boy Scout Yupang Yang to lead them in the pledge of allegiance.

B. PLEDGE OF ALLEGIANCE**C. ROLL CALL**

| | |
|-----------------------------------|---------|
| Will Rossbach, Mayor | Present |
| Robert Cardinal, Councilmember | Present |
| Rebecca Cave, Councilmember | Present |
| Kathleen Juenemann, Councilmember | Present |
| Marvin Koppen, Councilmember | Present |

D. APPROVAL OF AGENDA

The following items were added to the agenda:

| | |
|----|--|
| M1 | North St. Paul Community Center |
| M2 | Recruiting Commissioners |
| M3 | Government Managed Trash Collection |
| M4 | Visitor Presentations |
| M5 | Active Military |
| M6 | December 10, 2012 City Council Meeting |

Councilmember Koppen moved to approve the agenda as amended.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

E. APPROVAL OF MINUTES**1. Approval of November 15, 2012 City Council Workshop Minutes**

Councilmember Juenemann moved to approve the November 15, 2012 City Council Workshop Minutes as submitted.

Seconded by Councilmember Koppen Ayes – Mayor Rossbach, Council Member
 Cardinal, Juenemann and Koppen
 Abstain – Councilmember Cave

The motion passed.

PAYROLL

\$ 509,562.59 Payroll Checks and Direct Deposits dated 11/09/12
 \$ 1,545.93 Payroll Deduction check # 9987600 thru # 9987603 dated 11/09/12

 \$ 511,108.52 Total Payroll

\$ 2,938,319.43 GRAND TOTAL

Seconded by Councilmember Koppen Ayes – All

The motion passed.

2. Approval of Resolution for Temporary Gambling Permits for Ramsey Nursing Home Foundation

Councilmember Juenemann moved to approve the Temporary Lawful Gambling Resolution for the Ramsey Nursing Home Foundation.

Resolution 12-11-818

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the premises permit for lawful gambling is approved for the Ramsey Nursing Home Foundation 2000 White Bear Avenue for January 28, February 25, September 16 and October 21, 2013.

FURTHERMORE, that the Maplewood City Council waives any objection to the timeliness of application for said permit as governed by Minnesota Statute §349.213.

FURTHERMORE, that the Maplewood City Council requests that the Gambling Control Division of the Minnesota Department of Gaming approve said permit application as being in compliance with Minnesota Statute §349.213.

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

Seconded by Councilmember Koppen Ayes – All

The motion passed.

3. Approval of Billing and Collection Services Agreement with Board of Water Commissioners of the City of St. Paul

Councilmember Juenemann moved to approve the Billing and Collection Services Agreement between Board of Water Commissioners of the City of St. Paul and the City of Maplewood.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

4. Approval of Transfers and Budget Adjustments

Councilmember Juenemann moved to authorize the transfers and budget adjustments listed in the staff report and direct the Finance Manager to make the entries necessary to complete the transactions.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

5. Approval of TH 36 / English Street Interchange Improvements, City Project 09-08 1) Resolution Approving MnDOT Agreement 02238

Councilmember Juenemann moved to approve the Resolutions Approving MnDOT Agreement 02238 and authorize adjustments as determined by the City Attorney, City Project 09-08.

RESOLUTION 12-11-819

IT IS RESOLVED that the City of Maplewood enter into Mn/DOT Agreement No. 02238 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the City of the State's share of the costs of the T.H. 36 and English Street construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 36 from T.H. 61 to Hazelwood Street within the corporate City limits under State Project No. 6211-90 (T.H. 36=118) and S.P. 138-010-018.

IT IS FURTHER RESOLVED that the Mayor and the City Manager are authorized to execute the Agreement and any amendments to the Agreement.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

2) Resolution Accepting State Aid Advancement

Councilmember Juenemann moved to approve the Resolution Accepting State Aid Advancement, City Project 09-08.

RESOLUTION 12-11-820 MUNICIPAL STATE AID STREET FUNDS ADVANCE RESOLUTION CITY OF MAPLEWOOD, MINNESOTA

WHEREAS, the City of Maplewood is planning to implement Municipal State Aid Street Project(s) in 2013 which will require State Aid funds in excess of those available in its State Aid Construction Account, and

WHEREAS, said municipality is prepared to proceed with the construction of said project(s) through the use of an advance from the Municipal State Aid Street Fund to supplement the available funds in their State Aid Construction Account, and

WHEREAS, said listed project numbers are not all encompassing; and additional or existing state aid project numbers may arise that require advancement as part of this advancement resolution, and

WHEREAS, the advance is based on, but not limited to, the following determination of estimated expenditures:

Account Balance as of November 1, 2012 \$ 0.00

Less estimated disbursements:

Project(s) # 6211-90, 138-010-018, 138-010-012, 138-104-008, 138-154-001, 138-110-004, 138-153-001, 62-625-036, STP-TEAX 6212(278) and 138-151-003:

| | |
|---|------------------------|
| Total Estimated Disbursements | \$11,210,584.00 |
| Advance Amount (amount in excess of acct balance) | \$11,210,584.00 |

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.14, Subd. 6 and Minnesota Rules, Chapter 8820.1500, Subp. 10b, and

WHEREAS, the Municipality acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, Be It Resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved Municipal State Aid Street Project(s) of the City of Maplewood in an amount up to **\$11,210,584.00**. I hereby authorize repayments from subsequent accruals to the Municipal State Aid Street Construction Account of said Municipality from future year allocations until fully repaid.

Approved by the City of Maplewood, MN

This 26th day of November, 2012

Seconded by Councilmember Koppen Ayes – All

The motion passed.

3) Resolution Adjusting Project Budget

Councilmember Juenemann moved to approve the Resolution Adjusting the Budget for the TH 36 / English Street Interchange Improvements, City Project 09-08.

RESOLUTION 12-11-821 ADJUSTING PROJECT BUDGET

WHEREAS, pursuant to resolution of the council adopted March 26 and April 9, 2012 for the TH36/English Street Interchange Improvements, City Project 09-08, a budget was adopted to implement project improvements, and

WHEREAS, adjustment to the current budget is needed,

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

1. The finance director is hereby authorized to make the financial transfers necessary for the preparation of plans and specifications. A proposed budget of \$22,358,000 shall be established. The proposed financing plan is as follows:

| <u>Funding Source</u> | <u>Amount</u> |
|--|---------------------|
| Federal STP Interchange | \$ 8,083,335 |
| Federal STP Water Quality | \$ 295,329 |
| MnDOT State Road Construction Fund (SRC) | \$ 5,069,397 |
| MnDOT ROW Reimbursement | \$ 623,200 |
| MnDOT Cooperative Agreement | \$ 500,000 |
| Transp. & Econ. Dev. (TED) DEED Grant | \$ 1,000,000 |
| Ramsey County Funds | \$ 910,880 |
| RWMWD Funds | \$ 532,331 |
| SPRWS Funds | \$ 744,000 |
| Environmental Utility Fund | \$ 162,000 |
| St. Paul WAC Fund | \$ 150,000 |
| Sanitary Sewer Utility | \$ 100,000 |
| Tax Abatement/G.O. Bonds | \$ 1,500,000 |
| Special Assessments | \$ 919,990 |
| <u>Municipal State Aid – Advance Request</u> | <u>\$ 1,767,800</u> |
| TOTAL | \$22,358,000 |

Approved this 26th day of November 2012.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

6. Approval of Contract with H. Alan Kantrud for 2013-14 City Attorney and Prosecutor Services

City Manager Antonen gave the staff report. The council discussed conducting an RFP for City Attorney and Prosecuting Services. City Attorney Kantrud answered questions and gave additional information to the council.

Councilmember Cardinal moved to extend the submitted contract with Kantrud for six months.

Seconded by Councilmember Koppen

Councilmember Cave offered a friendly amendment to the motion to extend the contract with Kantrud for one year. During the first six months, information would be gathered from other cities investigating what comparative cities pay for the same services to determine whether or not an RFP is warranted.

Seconded by Mayor Rossbach Ayes – Mayor Rossbach, Council Members Cave, Juenemann, Koppen
Nay – Councilmember Cardinal

The motion passed.

The original motion by councilmember Cardinal as amended by Councilmember Cave was voted on. Ayes – Mayor Rossbach, Council Members Cave, Juenemann, Koppen
Nay – Councilmember Cardinal

H. PUBLIC HEARING

1. **Capital Improvement Plan for Police Public Safety Facilities for 2013-2017 and the Issuance of Capital Improvement Bonds**
 - a. **Public Hearing**
 - b. **Resolution Approving 2013-2017 Capital Improvement Plan and the Issuance of Capital Improvement Bonds (3 votes required)**
 - c. **Authorization to Proceed with Phase 1 Improvements at 1902 E. County Road B and 1830 E. County Road B**

Finance Manager Bauman gave the staff report and answered questions of the council. Assistant City Manager Ahl gave additional information and answered questions of the council.

Mayor Rossbach opened the public hearing. The following people spoke:

1. Bob Zick, North St. Paul Resident
2. Mark Bradley, Maplewood Resident
3. Mark Jenkins, Maplewood Resident

Mayor Rossbach closed the public hearing.

Councilmember Cave moved to put the Improvements for the Police Public Safety Facility and other changes that would be required throughout City Hall Campus to a referendum vote in the November 2013 General Election.

Seconded by Councilmember Cardinal

Ayes – Council Members Cave and Cardinal

Nays – Mayor Rossbach, Council Members Juenemann and Koppen

The motion failed.

Councilmember Juenemann moved to approve the resolution giving preliminary approval to Issuance of General Obligation Capital Improvement Bonds in the amount not to exceed \$3,950,000 and adopt the City of Maplewood, Minnesota, and Capital Improvement Plan for the years 2013 through 2017 for Police Public Safety Facilities.

RESOLUTION 12-11-822

RESOLUTION GIVING PRELIMINARY APPROVAL TO THE ISSUANCE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS IN AN AMOUNT NOT TO EXCEED \$3,950,000 AND ADOPTING THE CITY OF MAPLEWOOD, MINNESOTA, CAPITAL IMPROVEMENT PLAN FOR THE YEARS 2013 THROUGH 2017

- A. WHEREAS, the City Council of the City of Maplewood, Minnesota (the "City") proposes to issue its general obligation capital improvement plan bonds (the "Bonds") and adopt the City of Maplewood, Minnesota, Capital Improvement Plan for the Years 2013 Through 2017 (the "Plan"); and
- B. WHEREAS, the City has caused notice of the public hearing on the intention to issue the Bonds and on the proposed adoption of the Plan to be published pursuant to and in accordance with Minnesota Statutes, Section 475.521; and

C. WHEREAS, a public hearing on the intention to issue the Bonds and on the proposed Plan has been held on this date, following published notice of the public hearing as required by law; and

D. WHEREAS, in approving the Plan, the City Council considered for each project and for the overall Plan:

1. The condition of the City's existing infrastructure, including the projected need for repair and replacement;
2. The likely demand for the improvement;
3. The estimated cost of the improvement;
4. The available public resources;
5. The level of overlapping debt in the City;
6. The relative benefits and costs of alternative uses of the funds;
7. Operating costs of the proposed improvements; and
8. Alternatives for providing services more efficiently through shared facilities with other local governmental units; and

WHEREAS, the City Council has determined that the issuance of general obligation capital improvement plan bonds in the aggregate principal amount of up to \$3,950,000 is the best way to finance the capital improvements identified in the Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, that the City hereby adopts the Plan and authorizes the issuance of up to \$3,950,000 aggregate principal amount of general obligation capital improvement plan bonds.

Seconded by Mayor Rossbach

Ayes – Mayor Rossbach, Council Members Juenemann and Koppen
 Nays – Council Member Cave and Cardinal

The motion passed.

Councilmember Juenemann moved to approve the project as Phase 1 of the Police Department Expansion – City Hall Improvements Project which will be located at 1902 E. County Road B (Public Works Building) and 1830 E. County Road B (City Hall) in the total amount of \$500,000; and direct the Finance Manager to transfer the necessary funds for this authorization into the project fund and make the necessary budget adjustments.

Seconded by Councilmember Koppen

Ayes – Mayor Rossbach, Council Members Cardinal, Juenemann and Koppen
 Nays – Councilmember Cave

The motion passed.

2. Ordinance Amendment – Including the Housing and Redevelopment Authority Duties with those of the Business and Economic Development Commission (First Reading)

Senior City Planner Ekstrand gave the staff report and answered questions of the council.

Mayor Rossbach opened the public hearing. The following people spoke:

1. Bob Zick, North St. Paul
2. Diana Longrie, Maplewood Resident

2. Conditional Use Permit for the Cornerstone Community Church to be Located at 1616 Gervais Avenue.

Senior City Planner Ekstrand gave the staff report.

The following people spoke:

1. Cindy Hall, Maplewood Resident
2. John Feikema, Chair of the Leadership Committee for Cornerstone Community Church

Councilmember Koppen moved to adopt the resolution approving a conditional use permit for Cornerstone Community Church, located at 1616 Gervais Avenue.

RESOLUTION 12-11-823
CONDITIONAL USE PERMIT

WHEREAS, the Cornerstone Community Center applied for a conditional use permit to operate a church.

WHEREAS, Section 44-1092(3) of the city ordinances requires a conditional use permit for churches and institutions of any educational, philanthropic and charitable nature.

WHEREAS, this permit applies to the property located at 1616 Gervais Avenue. The legal description is:

EG Rogers' Garden Lots, subject to state highway and easements, the part north of TH 36 of Lots 11 and 12 in Section 10, Township 29, Range 22 (Pin 10-29-22-42-0001)

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

1. On November 20, 2012, the planning commission held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission also considered the report and recommendation of city staff. The planning commission recommended that the city council approve this permit.
2. On November 26, 2012, the city council considered reports and recommendations of the city staff and planning commission.

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

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and this Code.
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

Councilmember Cardinal moved to approve the establishment of a project budget in the amount no-to-exceed \$450K for the replacement of two Air-Cooled Water Chillers, addition of a Pool Destratification Fan, addition of the Leisure Pool UV, and Duct and Coil Cleaning/Air Handling Units at the MCC. The funding would come from one-time monies of \$250k and the issuance of a capital equipment certification in the amount of \$200k. The MCC Building Maintenance Budget 602-614-000-4320 would be reduced by \$23k per year to make this payment. Furthermore, staff is requesting council to authorize the City Manger to enter into a contract with the vender that is selected in accordance with the City's Purchasing Procedures Manual for cooperating purchasing.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

K. AWARD OF BIDS

None

L. ADMINISTRATIVE PRESENTATIONS

1. Notice to Cancel Council Workshop on Monday, December 3, 2012

Mayor Rossbach moved to approve the cancellation of the Council Manager Workshop on Monday, December 3, 2012.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

M. COUNCIL PRESENTATIONS

1. North St. Paul Community Center

Councilmember Cave requested information on the joint partnership with the North St. Paul Community Center. Parks and Recreation Konewko indicated that as chances occur he will inform the council.

2. Recruiting Commissions

Councilmember Cave inquired as to the methods that we recruited commissioners and encouraged that we do all that we can to recruit citizens to participate.

3. Government Managed Trash Collection

Councilmember Cave requested that contact information on who citizens should contact with issues be detailed on the city website.

4. Visitor Presentations

Councilmember cardinal requested that the council discuss placing Visitor Presentations on the next council meeting for discussion. After discussion it was agreed that the item would be discussed along with other items that will be before the council when the "Rules

of Procedure for City Council and Council Meetings” is approved at the first meeting of the year.

5. Active Military

Councilmember Cardinal requested that residents notify the city of active military so that they can be recognized for serving our country by the city.

6. December 10, 2012 City Council Meeting

Councilmember Cardinal wanted to notify the council that he may be out of town for the December 10, 2012 meeting but will keep the council informed.

N. ADJOURNMENT

Mayor Rossbach adjourned the meeting at 10:22 p.m.

DRAFT

MEMORANDUM

TO: Jim Antonen, City Manager
FROM: Shann Finwall, AICP, Environmental Planner
SUBJECT: **Presentation of Blue Star Award**
DATE: December 5, 2012 for the December 10 City Council Meeting

BACKGROUND

The City of Maplewood recently registered for the Minnesota Blue Star Award Program. The program assesses a City on a wide range of policies and practices in three core areas: 1) Water Friendly Planning and Preservation; 2) Stormwater Management Standards and Practices; and 3) Stormwater Pollution Prevention. Cities that score high enough earn the Blue Star Award and are recognized as leaders in protecting Minnesota's water resources and public health through excellence in stormwater management.

The program is regularly amended to incorporate advancements in municipal stormwater management. After three years a city is asked to conduct the assessment again in order to maintain or increase their Award certification. This way the program encourages cities to improve their overall stormwater management performance in order to maintain certification over time.

After registering and submitting our assessment, the City of Maplewood received a score of 139 out of 193 possible points. This placed Maplewood fourth in stormwater management out of 69 participating cities Statewide.

SUMMARY

A representative from the Blue Star Award Program will be present during the December 10, 2012, City Council meeting to present the City with a Blue Star Award for Excellence in Community Stormwater Management.

AGENDA REPORT

TO: City Council
FROM: Finance Manager
RE: APPROVAL OF CLAIMS
DATE: December 10, 2012

Attached is a listing of paid bills for informational purposes. The City Manager has reviewed the bills and authorized payment in accordance with City Council approved policies.

ACCOUNTS PAYABLE:

| | |
|------------------------|--|
| \$ 271,490.58 | Checks # 88601 thru # 88618 dated 11/27/12 |
| \$ 232,911.20 | Disbursements via debits to checking account dated 11/19/12 thru 11/23/12 |
| \$ 555,810.50 | Checks # 88619 thru # 88721 dated 12/04/12 |
| \$ 356,044.86 | Disbursements via debits to checking account dated 11/26/12 thru 11/30/12 |
| <u>\$ 1,416,257.14</u> | Total Accounts Payable |

PAYROLL

| | |
|----------------------|--|
| \$ 536,931.73 | Payroll Checks and Direct Deposits dated 11/23/12 |
| \$ 1,475.50 | Payroll Deduction check # 9987633 thru # 9987635 dated 11/23/12 |
| <u>\$ 538,407.23</u> | Total Payroll |

\$ 1,954,664.37 GRAND TOTAL

Attached is a detailed listing of these claims. Please call me at 651-249-2902 if you have any questions on the attached listing. This will allow me to check the supporting documentation on file if necessary.

as
attachments

**Check Register
City of Maplewood**

11/20/2012

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> | |
|----------------------------------|-------------|---------------|--------------------------------|------------------------------------|------------|
| 88601 | 11/27/2012 | 00585 | GOPHER STATE ONE-CALL | NET BILLABLE TICKETS - OCT | 781.55 |
| 88602 | 11/27/2012 | 04206 | H.A. KANTRUD | ATTORNEY SRVS FEES/RENT - DEC | 15,150.00 |
| 88603 | 11/27/2012 | 00985 | METROPOLITAN COUNCIL | WASTEWATER - DECEMBER | 202,927.10 |
| 88604 | 11/27/2012 | 01463 | SISTER ROSALIND GEFRE | MCC MASSAGES - OCT 16 - 31 | 893.50 |
| | 11/27/2012 | 01463 | SISTER ROSALIND GEFRE | MCC MASSAGES - OCT 1 - 15 | 724.50 |
| 88605 | 11/27/2012 | 01574 | T.A. SCHIFSKY & SONS, INC | BITUMINOUS MATERIALS NOT TO EXCEED | 184.13 |
| | 11/27/2012 | 01574 | T.A. SCHIFSKY & SONS, INC | TRUCK WEIGHTS - SANDER CALIBRATION | 60.00 |
| 88606 | 11/27/2012 | 01798 | YOCUM OIL CO. | CONTRACT DIESEL - NOV + ADDITIVE | 9,589.03 |
| 88607 | 11/27/2012 | 02347 | 10,000 LAKES CHAPTER | REGISTRATION FEE | 210.00 |
| 88608 | 11/27/2012 | 05154 | CMI, INC. | CYLINDER FOR BREATH TEST DEVICES | 122.77 |
| 88609 | 01/16/2528 | 05155 | DIGITAL-ALLY | LIDAR SPEED DETECTION DEVICE | 2,666.53 |
| 88610 | 11/27/2012 | 05030 | KANSAS STATE BANK OF MANHATTAN | EQUIP LEASE - MCC - PMT#4 | 4,344.07 |
| 88611 | 11/27/2012 | 00846 | LANGUAGE LINE SERVICES | PHONE BASED INTERPRETIVE SRVS | 94.81 |
| 88612 | 11/27/2012 | 01175 | CITY OF NORTH ST PAUL | MONTHLY UTILITIES - NOVEMBER | 2,581.46 |
| 88613 | 11/27/2012 | 02923 | OAKDALE FIRE DEPARTMENT | 2007 CHEVROLET TAHOE | 24,000.00 |
| 88614 | 11/27/2012 | 00001 | ONE TIME VENDOR | REIMB K MCKAFFERTY SEWER LINING | 1,975.00 |
| 88615 | 11/27/2012 | 00001 | ONE TIME VENDOR | REFUND A VANRANST VOLLEYBALL | 75.00 |
| 88616 | 11/27/2012 | 00001 | ONE TIME VENDOR | REFUND A ERICKSON BASKETBALL | 40.00 |
| 88617 | 11/27/2012 | 01270 | PITNEY BOWES INC | SERVICE AGREEMENT DM800 WOW BASE | 3,055.00 |
| | 11/27/2012 | 01270 | PITNEY BOWES INC | SERVICE AGREEMENT 15/30 PLATFORM | 298.00 |
| 88618 | 11/27/2012 | 01720 | VIKING INDUSTRIAL CENTER | SAFETY JACKETS | 925.15 |
| | 11/27/2012 | 01720 | VIKING INDUSTRIAL CENTER | SAFETY JACKETS | 792.98 |
| | | | | <u>271,490.58</u> | |
| 18 Checks in this report. | | | | | |

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

| <u>Settlement Date</u> | <u>Payee</u> | <u>Description</u> | <u>Amount</u> |
|------------------------|------------------------------|----------------------------------|---------------|
| 11/19/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 23,181.02 |
| 11/19/2012 | MN Dept of Natural Resources | DNR electronic licenses | 228.50 |
| 11/20/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 47,635.16 |
| 11/20/2012 | MN Dept of Revenue | Sales Tax | 15,029.00 |
| 11/21/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 40,655.47 |
| 11/23/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 17,838.76 |
| 11/23/2012 | US Bank VISA One Card* | Purchasing card items | 55,855.81 |
| 11/23/2012 | MN Dept of Revenue | Fuel Tax | 324.33 |
| 11/23/2012 | Optum Health | DCRP & Flex plan payments | 32,163.15 |
| | TOTAL | | 232,911.20 |

*Detailed listing of VISA purchases is attached.

| Transaction Date | Posting Date | Merchant Name | Transaction Amount | Name |
|------------------|--------------|---------------------------|--------------------|-------------------|
| 11/07/2012 | 11/07/2012 | FRANKLINCOVEYPRODUCTS | \$52.44 | R CHARLES AHL |
| 11/04/2012 | 11/06/2012 | SUPERAMERICA 4840 | \$36.76 | MARK ALDRIDGE |
| 11/08/2012 | 11/09/2012 | OLD LOG THEATER | \$322.50 | MANDY ANZALDI |
| 11/14/2012 | 11/15/2012 | PHIPPS CENTER FOR THE AR | \$145.00 | MANDY ANZALDI |
| 11/14/2012 | 11/15/2012 | HISTORY CENTER ADMISSIONS | \$63.00 | MANDY ANZALDI |
| 11/05/2012 | 11/07/2012 | OFFICE MAX | \$122.82 | REGAN BEGGS |
| 11/05/2012 | 11/07/2012 | THE HOME DEPOT 2801 | \$31.11 | REGAN BEGGS |
| 11/06/2012 | 11/07/2012 | PANERA BREAD #1305 | \$58.42 | REGAN BEGGS |
| 11/06/2012 | 11/08/2012 | OFFICE MAX | \$74.43 | REGAN BEGGS |
| 11/15/2012 | 11/16/2012 | ST PAUL STAMP WORKS INC | \$346.20 | REGAN BEGGS |
| 11/06/2012 | 11/07/2012 | VZWRLSS*APOCC VISN | \$263.13 | CHAD BERGO |
| 11/02/2012 | 11/05/2012 | STONE MOUNTAIN PET LODG | \$94.81 | BRIAN BIERDEMAN |
| 11/07/2012 | 11/08/2012 | JCPENNEY 2864 | (\$20.00) | JOHN BOHL |
| 11/07/2012 | 11/08/2012 | JCPENNEY 2864 | \$125.00 | JOHN BOHL |
| 11/15/2012 | 11/16/2012 | TARGET 00011858 | \$34.19 | NEIL BRENEMAN |
| 11/02/2012 | 11/05/2012 | THE HOME DEPOT 2801 | \$9.61 | TROY BRINK |
| 11/01/2012 | 11/05/2012 | 229389.34 | \$43.92 | SARAH BURLINGAME |
| 11/13/2012 | 11/14/2012 | IMPARK 00200149 | \$10.00 | SARAH BURLINGAME |
| 11/02/2012 | 11/05/2012 | BROWNELLS INC | \$75.94 | DAN BUSACK |
| 11/04/2012 | 11/06/2012 | POLICE SUPPLY ONLINE | \$275.81 | DAN BUSACK |
| 11/13/2012 | 11/15/2012 | BROWNELLS INC | \$143.37 | DAN BUSACK |
| 11/08/2012 | 11/12/2012 | NAPA STORE 3279016 | \$44.45 | JOHN CAPISTRANT |
| 11/01/2012 | 11/05/2012 | THE HOME DEPOT 2801 | \$24.75 | SCOTT CHRISTENSON |
| 11/08/2012 | 11/12/2012 | OAKDALE OPTICAL CENTER | \$255.00 | SCOTT CHRISTENSON |
| 11/09/2012 | 11/12/2012 | THE HOME DEPOT 2801 | \$9.60 | SCOTT CHRISTENSON |
| 11/13/2012 | 11/15/2012 | THE HOME DEPOT 2801 | \$12.08 | SCOTT CHRISTENSON |
| 11/13/2012 | 11/14/2012 | AMAZON MKTPLACE PMTS | \$14.75 | KERRY CROTTY |
| 11/02/2012 | 11/05/2012 | PATIO TOWN | (\$5.34) | CHARLES DEAVER |
| 11/02/2012 | 11/05/2012 | MILLS FLEET FARM #2,700 | \$8.76 | CHARLES DEAVER |
| 11/10/2012 | 11/12/2012 | G&K SERVICES 182 | \$88.83 | CHARLES DEAVER |
| 11/01/2012 | 11/05/2012 | BREDEMUS HARDWARE CO INC | \$32.29 | TOM DOUGLASS |
| 11/05/2012 | 11/07/2012 | COMMERCIAL POOL & SPA SUP | \$727.68 | TOM DOUGLASS |
| 11/06/2012 | 11/08/2012 | THE HOME DEPOT 2801 | \$2.75 | TOM DOUGLASS |
| 11/08/2012 | 11/09/2012 | FASTENAL COMPANY01 | \$14.70 | TOM DOUGLASS |
| 11/09/2012 | 11/12/2012 | CUSTOM REFRIGERAT00 OF 00 | \$348.61 | TOM DOUGLASS |
| 11/12/2012 | 11/13/2012 | NUCO2 01 OF 01 | \$92.15 | TOM DOUGLASS |
| 11/12/2012 | 11/13/2012 | NUCO2 01 OF 01 | \$76.42 | TOM DOUGLASS |
| 11/12/2012 | 11/13/2012 | NUCO2 01 OF 01 | \$244.68 | TOM DOUGLASS |
| 11/12/2012 | 11/13/2012 | NUCO2 01 OF 01 | \$251.64 | TOM DOUGLASS |
| 11/12/2012 | 11/13/2012 | NUCO2 01 OF 01 | \$185.97 | TOM DOUGLASS |
| 11/12/2012 | 11/13/2012 | NUCO2 01 OF 01 | \$184.76 | TOM DOUGLASS |
| 11/05/2012 | 11/07/2012 | BOUND TREE MEDICAL LLC | \$548.12 | PAUL E EVERSON |
| 11/01/2012 | 11/05/2012 | CERTIFIED LABORATORIES | \$521.84 | LARRY FARR |
| 11/02/2012 | 11/05/2012 | SYX*GLOBALINDUSTRIALEQ | \$711.18 | LARRY FARR |
| 11/02/2012 | 11/05/2012 | METROPOLITAN MECHANICAL | \$2,429.89 | LARRY FARR |
| 11/03/2012 | 11/05/2012 | THE HOME DEPOT 2810 | \$30.79 | LARRY FARR |
| 11/05/2012 | 11/06/2012 | WM EZPAY | \$456.31 | LARRY FARR |
| 11/05/2012 | 11/06/2012 | WM EZPAY | \$1,027.26 | LARRY FARR |
| 11/06/2012 | 11/07/2012 | SCHINDLER ELEVATOR CORP | \$617.73 | LARRY FARR |
| 11/07/2012 | 11/09/2012 | OFFICE MAX | \$27.84 | LARRY FARR |
| 11/09/2012 | 11/12/2012 | CERTIFIED LABORATORIES | \$364.37 | LARRY FARR |
| 11/10/2012 | 11/12/2012 | G&K SERVICES 182 | \$683.25 | LARRY FARR |
| 11/10/2012 | 11/12/2012 | G&K SERVICES 182 | \$338.18 | LARRY FARR |
| 11/15/2012 | 11/16/2012 | GOODWILL | \$32.12 | LARRY FARR |
| 11/15/2012 | 11/16/2012 | WAL-MART#2643 | \$61.23 | LARRY FARR |
| 11/09/2012 | 11/12/2012 | BRO-TEX, INC. | \$250.00 | SHANN FINWALL |

| | | | | |
|------------|------------|---------------------------|------------|-------------------|
| 11/14/2012 | 11/15/2012 | TX AMERICA SAFETY | \$150.22 | DAVID FISHER |
| 11/09/2012 | 11/12/2012 | PAYPAL *HEALTHSOURC | \$165.00 | MYCHAL FOWLDS |
| 11/12/2012 | 11/14/2012 | PAYFLOW/PAYPAL | \$76.65 | MYCHAL FOWLDS |
| 11/02/2012 | 11/05/2012 | BEST BUY MHT 00000109 | \$2,664.48 | NICK FRANZEN |
| 11/02/2012 | 11/05/2012 | BEST BUY MHT 00000109 | \$584.86 | NICK FRANZEN |
| 11/03/2012 | 11/05/2012 | IDU*INSIGHT PUBLIC SEC | \$181.58 | NICK FRANZEN |
| 11/09/2012 | 11/12/2012 | IDU*INSIGHT PUBLIC SEC | \$230.94 | NICK FRANZEN |
| 11/13/2012 | 11/14/2012 | BEST BUY MHT 00000158 | \$786.27 | NICK FRANZEN |
| 11/14/2012 | 11/14/2012 | GROUPON CANADA INC | \$101.59 | NICK FRANZEN |
| 11/14/2012 | 11/14/2012 | GROUPON CANADA INC | \$101.59 | NICK FRANZEN |
| 11/15/2012 | 11/16/2012 | IDU*INSIGHT PUBLIC SEC | \$18.90 | NICK FRANZEN |
| 11/01/2012 | 11/05/2012 | THE HOME DEPOT 2801 | \$21.32 | VIRGINIA GAYNOR |
| 11/11/2012 | 11/12/2012 | BEST BUY MHT 00000109 | \$53.55 | CLARENCE GERVAIS |
| 11/12/2012 | 11/15/2012 | EMERGENCY AUTOMOTIVE | \$344.68 | CLARENCE GERVAIS |
| 11/14/2012 | 11/15/2012 | MENARDS 3059 | \$8.51 | CLARENCE GERVAIS |
| 11/13/2012 | 11/14/2012 | MY PAPERSHOP.COM | \$229.09 | JEAN GLASS |
| 11/15/2012 | 11/16/2012 | OFFICE DEPOT #1090 | \$36.27 | JEAN GLASS |
| 11/03/2012 | 11/05/2012 | PANERA BREAD #1305 | \$90.78 | KAREN GUILFOILE |
| 11/04/2012 | 11/06/2012 | JIMMY JOHN'S # 574 - M | \$105.46 | KAREN GUILFOILE |
| 11/06/2012 | 11/07/2012 | CHILI'S-MAPLEWOOD | \$138.15 | KAREN GUILFOILE |
| 11/07/2012 | 11/08/2012 | VZWRLSS*APOCC VISN | \$107.61 | KAREN GUILFOILE |
| 11/09/2012 | 11/12/2012 | RAINBOW FOO 00088617 | \$29.17 | KAREN GUILFOILE |
| 11/08/2012 | 11/09/2012 | HENRIKSEN ACE HARDWARE | \$20.65 | MARK HAAG |
| 11/08/2012 | 11/12/2012 | RED WING SHOE STORE | \$180.39 | MILES HAMRE |
| 11/02/2012 | 11/05/2012 | HENRIKSEN ACE HARDWARE | \$8.56 | GARY HINNENKAMP |
| 11/09/2012 | 11/12/2012 | HENRIKSEN ACE HARDWARE | \$11.22 | GARY HINNENKAMP |
| 11/14/2012 | 11/15/2012 | HENRIKSEN ACE HARDWARE | \$38.43 | GARY HINNENKAMP |
| 11/15/2012 | 11/16/2012 | FASTENAL COMPANY01 | \$23.62 | GARY HINNENKAMP |
| 11/07/2012 | 11/08/2012 | TARGET 00011858 | \$33.83 | RON HORWATH |
| 11/15/2012 | 11/16/2012 | PRICE CHOPPER, INC | \$596.67 | RON HORWATH |
| 11/05/2012 | 11/06/2012 | TOSHIBA BUSINESS SOLUTION | \$450.03 | ANN HUTCHINSON |
| 11/06/2012 | 11/07/2012 | W W GRAINGER 916 | \$69.18 | DAVID JAHN |
| 11/06/2012 | 11/08/2012 | DALCO ENTERPRISES, INC | \$541.40 | DAVID JAHN |
| 11/07/2012 | 11/09/2012 | THE HOME DEPOT 2801 | \$14.86 | DAVID JAHN |
| 11/08/2012 | 11/15/2012 | DALCO ENTERPRISES, INC | \$49.45 | DAVID JAHN |
| 11/01/2012 | 11/05/2012 | SAFE KIDS WORLDWIDE | \$75.00 | TOM KALKA |
| 11/02/2012 | 11/05/2012 | IACP | \$120.00 | DAVID KVAM |
| 11/05/2012 | 11/06/2012 | HEALTH EAST TRANSPORTATN | \$2,724.62 | DAVID KVAM |
| 11/05/2012 | 11/06/2012 | THOMSON WEST*TCD | \$280.15 | DAVID KVAM |
| 11/06/2012 | 11/08/2012 | HEALTH EAST TRANSPORTATN | \$594.13 | DAVID KVAM |
| 11/13/2012 | 11/13/2012 | COMCAST CABLE COMM | \$41.00 | DAVID KVAM |
| 11/14/2012 | 11/15/2012 | UNIFORMS UNLIMITED INC. | \$58.27 | DAVID KVAM |
| 11/15/2012 | 11/16/2012 | FBI / LEEDA, INC | \$50.00 | DAVID KVAM |
| 11/03/2012 | 11/05/2012 | MARSHALLS #416 | \$49.99 | TODD LANGNER |
| 11/05/2012 | 11/06/2012 | WM EZPAY | \$169.54 | STEVE LUKIN |
| 11/12/2012 | 11/13/2012 | WALGREENS #7388 | \$35.49 | STEVE LUKIN |
| 11/12/2012 | 11/14/2012 | ASPEN MILLS INC. | \$75.90 | STEVE LUKIN |
| 11/09/2012 | 11/12/2012 | BOUND TREE MEDICAL LLC | \$321.45 | MICHAEL MONDOR |
| 11/12/2012 | 11/14/2012 | VIDACARE CORPORATION | \$1,091.29 | MICHAEL MONDOR |
| 11/14/2012 | 11/16/2012 | OFFICE MAX | \$86.06 | MICHAEL MONDOR |
| 11/15/2012 | 11/16/2012 | WALGREENS #11421 | \$159.99 | MICHAEL MONDOR |
| 11/10/2012 | 11/12/2012 | G&K SERVICES 182 | \$1,084.66 | AMY NIVEN |
| 11/06/2012 | 11/07/2012 | MENARDS 3059 | \$14.38 | RICHARD NORDQUIST |
| 11/07/2012 | 11/08/2012 | HENRIKSEN ACE HARDWARE | \$34.03 | RICHARD NORDQUIST |
| 11/13/2012 | 11/15/2012 | OFFICE MAX | \$64.70 | MARY KAY PALANK |
| 11/14/2012 | 11/15/2012 | OFFICE DEPOT #1079 | \$385.52 | MARY KAY PALANK |
| 11/01/2012 | 11/05/2012 | WEDDINGPAGES INC | \$300.00 | CHRISTINE PENN |

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|------------|------------|---------------------------|----------|------------|------------------|
| 11/02/2012 | 11/05/2012 | TARGET | 00009316 | \$52.85 | CHRISTINE PENN |
| 11/02/2012 | 11/05/2012 | BROADWAY RENTAL | | \$160.79 | CHRISTINE PENN |
| 11/03/2012 | 11/05/2012 | DOMINO'S 1948 | | \$52.97 | CHRISTINE PENN |
| 11/06/2012 | 11/07/2012 | KARE | | \$1,666.00 | CHRISTINE PENN |
| 11/06/2012 | 11/07/2012 | KARE | | \$1,000.00 | CHRISTINE PENN |
| 11/06/2012 | 11/07/2012 | KARE | | \$1,500.00 | CHRISTINE PENN |
| 11/09/2012 | 11/12/2012 | TARGET | 00011858 | \$85.72 | CHRISTINE PENN |
| 11/09/2012 | 11/12/2012 | MICHAELS #2744 | | \$6.41 | CHRISTINE PENN |
| 11/10/2012 | 11/12/2012 | TARGET | 00011858 | \$27.32 | CHRISTINE PENN |
| 11/10/2012 | 11/12/2012 | BAKERS-SQUARE-REST #0670 | | \$131.88 | CHRISTINE PENN |
| 11/02/2012 | 11/05/2012 | OFFICE DEPOT #1090 | | \$66.72 | PHILIP F POWELL |
| 11/13/2012 | 11/14/2012 | AMAZON MKTPLACE PMTS | | \$203.99 | PHILIP F POWELL |
| 11/14/2012 | 11/14/2012 | AMAZON.COM | | \$22.87 | PHILIP F POWELL |
| 11/14/2012 | 11/15/2012 | AMAZON.COM | | \$30.19 | PHILIP F POWELL |
| 11/01/2012 | 11/05/2012 | TOUSLEY FORD | | \$56.53 | STEVEN PRIEM |
| 11/02/2012 | 11/05/2012 | TITAN MACHINERY - ROSEMO | | \$99.73 | STEVEN PRIEM |
| 11/02/2012 | 11/05/2012 | FORCE AMERICA DISTRIB LLC | | \$202.53 | STEVEN PRIEM |
| 11/02/2012 | 11/05/2012 | BAUER BUILT TIRE 18 | | \$822.19 | STEVEN PRIEM |
| 11/06/2012 | 11/07/2012 | FACTORY MTR PTS #1 | | \$279.29 | STEVEN PRIEM |
| 11/06/2012 | 11/07/2012 | ZARNOTH BRUSH WORKS INC | | \$298.82 | STEVEN PRIEM |
| 11/06/2012 | 11/07/2012 | ZARNOTH BRUSH WORKS INC | | \$1,380.83 | STEVEN PRIEM |
| 11/06/2012 | 11/07/2012 | AUTO PLUS NO ST PAUL 392 | | \$54.60 | STEVEN PRIEM |
| 11/06/2012 | 11/07/2012 | BAUER BUILT TIRE 18 | | \$514.61 | STEVEN PRIEM |
| 11/07/2012 | 11/08/2012 | AUTO PLUS NO ST PAUL 392 | | \$49.29 | STEVEN PRIEM |
| 11/08/2012 | 11/09/2012 | TOUSLEY FORD | | \$117.99 | STEVEN PRIEM |
| 11/08/2012 | 11/09/2012 | MACQUEEN EQUIPMENT INC | | \$188.14 | STEVEN PRIEM |
| 11/08/2012 | 11/12/2012 | WINTER EQUIPMENT COMPANY | | \$1,252.38 | STEVEN PRIEM |
| 11/08/2012 | 11/12/2012 | WW GRAINGER | | \$600.97 | STEVEN PRIEM |
| 11/10/2012 | 11/12/2012 | GOODYEAR AUTO SRV CT 6920 | | \$52.00 | STEVEN PRIEM |
| 11/13/2012 | 11/14/2012 | BOYER TRUCK PARTS | | \$52.39 | STEVEN PRIEM |
| 11/14/2012 | 11/15/2012 | AUTO PLUS NO ST PAUL 392 | | \$25.81 | STEVEN PRIEM |
| 11/15/2012 | 11/16/2012 | AMERICAN FASTENER AND SUP | | \$127.84 | STEVEN PRIEM |
| 11/06/2012 | 11/07/2012 | AMERICAN TIME & SIGNAL CO | | \$241.14 | KELLY PRINS |
| 11/15/2012 | 11/16/2012 | VIKING ELECTRIC - ST PAUL | | \$1,508.80 | KELLY PRINS |
| 11/15/2012 | 11/16/2012 | STATE SUPPLY | | \$1,310.90 | KELLY PRINS |
| 11/06/2012 | 11/08/2012 | MINNESOTA OCCUPATIONAL HE | | \$174.00 | TERRIE RAMEAUX |
| 11/01/2012 | 11/05/2012 | SCW FITNESS EDUCATION | | \$100.00 | LORI RESENDIZ |
| 11/13/2012 | 11/14/2012 | UNIFORMS UNLIMITED INC. | | \$18.16 | BRADLEY REZNY |
| 11/06/2012 | 11/07/2012 | LILLIE SUBURBAN NEWSPAPE | | \$450.00 | AUDRA ROBBINS |
| 11/02/2012 | 11/05/2012 | UNITED RENTALS | | \$77.11 | ROBERT RUNNING |
| 11/05/2012 | 11/07/2012 | METRO FIRE | | \$259.60 | ROBERT RUNNING |
| 11/05/2012 | 11/07/2012 | METRO FIRE | | \$299.11 | ROBERT RUNNING |
| 11/04/2012 | 11/05/2012 | CUB FOODS, INC. | | \$74.82 | DEB SCHMIDT |
| 11/05/2012 | 11/06/2012 | T-MOBILE.COM*PAYMENT | | \$31.14 | DEB SCHMIDT |
| 11/06/2012 | 11/07/2012 | LILLIE SUBURBAN NEWSPAPE | | \$1,446.00 | DEB SCHMIDT |
| 11/15/2012 | 11/16/2012 | LILLIE SUBURBAN NEWSPAPE | | \$258.00 | DEB SCHMIDT |
| 11/05/2012 | 11/06/2012 | WM EZPAY | | \$1,063.88 | SCOTT SCHULTZ |
| 11/08/2012 | 11/09/2012 | SKILLPATH SEMINARS MAIN | | \$139.00 | SCOTT SCHULTZ |
| 11/08/2012 | 11/09/2012 | SKILLPATH SEMINARS MAIN | | \$139.00 | SCOTT SCHULTZ |
| 11/08/2012 | 11/09/2012 | SKILLPATH SEMINARS MAIN | | \$139.00 | SCOTT SCHULTZ |
| 11/08/2012 | 11/09/2012 | SKILLPATH SEMINARS MAIN | | \$139.00 | SCOTT SCHULTZ |
| 11/08/2012 | 11/09/2012 | SKILLPATH SEMINARS MAIN | | \$139.00 | SCOTT SCHULTZ |
| 11/08/2012 | 11/09/2012 | SKILLPATH SEMINARS MAIN | | \$120.95 | SCOTT SCHULTZ |
| 11/13/2012 | 11/14/2012 | FLEXIBLE PIPE TOOL COMPAN | | \$119.86 | SCOTT SCHULTZ |
| 11/13/2012 | 11/15/2012 | ON SITE SANITATION INC | | \$487.45 | SCOTT SCHULTZ |
| 11/14/2012 | 11/15/2012 | ARCMATE MFG. CORP. | | \$105.78 | SCOTT SCHULTZ |
| 11/02/2012 | 11/05/2012 | NETFLIX.COM | | \$7.99 | CAITLIN SHERRILL |
| 11/14/2012 | 11/15/2012 | RAINBOW FOO | 00088617 | \$6.50 | CAITLIN SHERRILL |

| | | | |
|------------|-------------------------------------|-------------|--------------------|
| 11/14/2012 | 11/16/2012 PERKINS REST 00010512 | \$88.93 | CAITLIN SHERRILL |
| 11/15/2012 | 11/16/2012 TARGET 00011858 | \$29.46 | CAITLIN SHERRILL |
| 11/15/2012 | 11/16/2012 CUB FOODS, INC. | \$55.82 | CAITLIN SHERRILL |
| 11/15/2012 | 11/16/2012 PARTY CITY #768 | \$246.94 | CAITLIN SHERRILL |
| 11/06/2012 | 11/07/2012 PILOT | \$41.00 | MICHAEL SHORTREED |
| 11/06/2012 | 11/09/2012 LOVES TRAVEL S00004598 | \$37.25 | MICHAEL SHORTREED |
| 11/07/2012 | 11/08/2012 JW HIGH VELOCITY 2554 | \$16.35 | MICHAEL SHORTREED |
| 11/07/2012 | 11/09/2012 JW HIGH VELOCITY 2554 | \$14.17 | MICHAEL SHORTREED |
| 11/08/2012 | 11/09/2012 CALIFORNIAPIZZAKIT 311 | \$16.62 | MICHAEL SHORTREED |
| 11/08/2012 | 11/12/2012 JW HIGH VELOCITY 2554 | \$15.26 | MICHAEL SHORTREED |
| 11/11/2012 | 11/12/2012 ROAD RANGER #235 | \$41.50 | MICHAEL SHORTREED |
| 11/12/2012 | 11/13/2012 MARRIOTT JW INDIANAPOLIS | \$70.00 | MICHAEL SHORTREED |
| 11/09/2012 | 11/12/2012 KOHL'S #0052 | \$199.96 | JOSEPH STEINER |
| 11/08/2012 | 11/12/2012 KEEPRS INC 2 | \$44.99 | THOMAS SZCZEPANSKI |
| 11/02/2012 | 11/05/2012 BSN*SPORT SUPPLY GROUP | \$3,205.17 | JAMES TAYLOR |
| 11/08/2012 | 11/12/2012 THE HOME DEPOT 2801 | \$28.50 | JAMES TAYLOR |
| 11/09/2012 | 11/12/2012 STRAUSS SKATES AND BIC | \$720.00 | JAMES TAYLOR |
| 11/09/2012 | 11/12/2012 STRAUSS SKATES AND BIC | \$1,105.00 | JAMES TAYLOR |
| 11/09/2012 | 11/12/2012 CVS PHARMACY #1751 Q03 | \$12.82 | JAMES TAYLOR |
| 11/13/2012 | 11/15/2012 SPORTS AUTHORI00007112 | \$89.86 | JAMES TAYLOR |
| 11/06/2012 | 11/08/2012 RED WING SHOE STORE | \$168.73 | TODD TEVLIN |
| 11/03/2012 | 11/05/2012 COLUMBIA SPORTSWEAR 465 | \$93.80 | PAUL THEISEN |
| 11/12/2012 | 11/13/2012 KOHL'S #0179 | \$126.97 | PAUL THEISEN |
| 11/14/2012 | 11/15/2012 KOHL'S #0052 | \$54.99 | PAUL THIENES |
| 11/07/2012 | 11/08/2012 OFFICE DEPOT #1090 | \$68.07 | KAREN WACHAL |
| 11/07/2012 | 11/08/2012 OFFICE DEPOT #1080 | \$18.02 | KAREN WACHAL |
| 11/03/2012 | 11/06/2012 AR 500 ARMOR | \$182.00 | KAO XIONG |
| 11/05/2012 | 11/06/2012 OFFICE DEPOT #1090 | \$53.01 | TAMMY YOUNG |
| 11/07/2012 | 11/08/2012 OFFICE DEPOT #1127 | \$5.55 | TAMMY YOUNG |
| | | \$55,855.81 | |

**Check Register
City of Maplewood**

11/20/2012

| <u>Check</u> | <u>Date</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> | |
|--------------|-------------|---------------|---------------------------------|---|-----------|
| 88619 | 12/04/2012 | 02950 | CHAD HERMANSON | C HERMANSON - POLICE RESERVE | 661.00 |
| 88620 | 12/04/2012 | 00001 | ONE TIME VENDOR | J TSCHIDA - POLICE RESERVE | 539.75 |
| 88621 | 12/04/2012 | 00001 | ONE TIME VENDOR | N KREKELER - POLICE RESERVE | 520.50 |
| 88622 | 12/04/2012 | 00001 | ONE TIME VENDOR | M KUNZE - POLICE RESERVE | 487.25 |
| 88623 | 12/04/2012 | 00001 | ONE TIME VENDOR | K MAUSTON - POLICE RESERVE | 329.00 |
| 88624 | 12/04/2012 | 00001 | ONE TIME VENDOR | J MCKENZIE - POLICE RESERVE | 278.00 |
| 88625 | 12/04/2012 | 00001 | ONE TIME VENDOR | L ALDANA - POLICE RESERVE | 277.00 |
| 88626 | 12/04/2012 | 00001 | ONE TIME VENDOR | T TOUSIGNANT - POLICE RESERVE | 263.50 |
| 88627 | 12/04/2012 | 00001 | ONE TIME VENDOR | V GREENE - POLICE RESERVE | 231.25 |
| 88628 | 12/04/2012 | 00001 | ONE TIME VENDOR | T MARTINEZ - POLICE RESERVE | 230.00 |
| 88629 | 12/04/2012 | 00001 | ONE TIME VENDOR | R GUND - POLICE RESERVE | 225.50 |
| 88630 | 12/04/2012 | 00001 | ONE TIME VENDOR | B SCHNEIDER - POLICE RESERVE | 224.50 |
| 88631 | 12/04/2012 | 00001 | ONE TIME VENDOR | T HOFMEISTER - POLICE RESERVE | 223.75 |
| 88632 | 12/04/2012 | 00001 | ONE TIME VENDOR | M SCHLENKER - POLICE RESERVE | 197.75 |
| 88633 | 12/04/2012 | 00001 | ONE TIME VENDOR | L LONDROCHE - POLICE RESERVE | 191.00 |
| 88634 | 12/04/2012 | 00001 | ONE TIME VENDOR | N NEIS - POLICE RESERVE | 173.75 |
| 88635 | 12/04/2012 | 00001 | ONE TIME VENDOR | S ERIKSEN - POLICE RESERVE | 168.00 |
| 88636 | 12/04/2012 | 00001 | ONE TIME VENDOR | J NOTEBAART - POLICE RESERVE | 165.75 |
| 88637 | 12/04/2012 | 00001 | ONE TIME VENDOR | R SCHAEFER - POLICE RESERVE | 164.25 |
| 88638 | 12/04/2012 | 00001 | ONE TIME VENDOR | T OTTUM - POLICE RESERVE | 157.25 |
| 88639 | 12/04/2012 | 00001 | ONE TIME VENDOR | M KONG - POLICE RESERVE | 153.25 |
| 88640 | 12/04/2012 | 00001 | ONE TIME VENDOR | C WASMUNDT - POLICE RESERVE | 153.25 |
| 88641 | 12/04/2012 | 00001 | ONE TIME VENDOR | L YANG - POLICE RESERVE | 150.00 |
| 88642 | 12/04/2012 | 00001 | ONE TIME VENDOR | K WAGNER - POLICE RESERVE | 145.00 |
| 88643 | 12/04/2012 | 00001 | ONE TIME VENDOR | C NGUYEN - POLICE RESERVE | 137.75 |
| 88644 | 12/04/2012 | 00001 | ONE TIME VENDOR | B KING - POLICE RESERVE | 114.50 |
| 88645 | 12/04/2012 | 00001 | ONE TIME VENDOR | D TOFT - POLICE RESERVE | 113.00 |
| as | 12/04/2012 | 00001 | ONE TIME VENDOR | S HEFFERNAN - POLICE RESERVE | 111.75 |
| 88647 | 12/04/2012 | 00001 | ONE TIME VENDOR | J JANNETT - POLICE RESERVE | 100.50 |
| 88648 | 12/04/2012 | 00001 | ONE TIME VENDOR | R YAUCH - POLICE RESERVE | 98.25 |
| 88649 | 12/04/2012 | 00001 | ONE TIME VENDOR | A CERVANTES - POLICE RESERVE | 91.50 |
| 88650 | 12/04/2012 | 00001 | ONE TIME VENDOR | C LINDSTROM - POLICE RESERVE | 89.25 |
| 88651 | 12/04/2012 | 00001 | ONE TIME VENDOR | M XIONG - POLICE RESERVE | 79.00 |
| 88652 | 12/04/2012 | 00001 | ONE TIME VENDOR | E LABERE - POLICE RESERVE | 77.00 |
| 88653 | 12/04/2012 | 00001 | ONE TIME VENDOR | D WINGATE - POLICE RESERVE | 68.50 |
| 88654 | 12/04/2012 | 00001 | ONE TIME VENDOR | P WOLFGRAM - POLICE RESERVE | 60.75 |
| 88655 | 12/04/2012 | 00001 | ONE TIME VENDOR | J NOEL - POLICE RESERVE | 60.50 |
| 88656 | 12/04/2012 | 00001 | ONE TIME VENDOR | A RICHARDS - POLICE RESERVE | 57.50 |
| 88657 | 12/04/2012 | 00001 | ONE TIME VENDOR | R HANSON - POLICE RESERVE | 51.50 |
| 88658 | 12/04/2012 | 00001 | ONE TIME VENDOR | C STREETER - POLICE RESERVE | 38.00 |
| 88659 | 12/04/2012 | 00001 | ONE TIME VENDOR | N CARDINAL - POLICE RESERVE | 29.50 |
| 88660 | 12/04/2012 | 00001 | ONE TIME VENDOR | J SPURR - POLICE RESERVE | 18.50 |
| 88661 | 12/04/2012 | 00001 | ONE TIME VENDOR | M PAYNE - POLICE RESERVE | 8.50 |
| 88662 | 12/04/2012 | 00001 | ONE TIME VENDOR | J SORENSEN - POLICE RESERVE | 7.50 |
| 88663 | 12/04/2012 | 00001 | ONE TIME VENDOR | L LILLY - POLICE RESERVE | 6.00 |
| 88665 | 11/29/2012 | 00392 | MN DEPARTMENT OF COMMERCE | UNCLAIMED PROPERTY THRU 07/01/2009 | 21,000.00 |
| 88666 | 11/29/2012 | 02464 | US BANK | FUNDS FOR ATMS | 10,000.00 |
| 88667 | 12/04/2012 | 02149 | HEIDI CAREY | MARKETING & ADVERTISING - NOV | 4,000.00 |
| 88668 | 12/04/2012 | 00363 | DLT SOLUTIONS, INC. | RASTER DESIGN 2009 SUBSCRIPTION RENEWAL | 7,590.76 |
| 88669 | 12/04/2012 | 04944 | HILLCREST VENTURES LLC | SNACK BAR ORDERS - OCT | 2,808.09 |
| 88670 | 12/04/2012 | 00687 | HUGO'S TREE CARE INC | REMOVE TREE PLUS EXTRA CUTTING | 2,992.50 |
| | 12/04/2012 | 00687 | HUGO'S TREE CARE INC | REMOVE TREE 1836 IDE/TRIMMING | 1,713.75 |
| | 12/04/2012 | 00687 | HUGO'S TREE CARE INC | PROJ 11-14 TREE TRIMMING | 1,639.38 |
| | 12/04/2012 | 00687 | HUGO'S TREE CARE INC | TREE TRIMMING MAPLE LANE | 213.75 |
| 88671 | 12/04/2012 | 03809 | CASIE JACKSON | RED CROSS CLASS INSTRUCTION | 144.00 |
| 88672 | 12/04/2012 | 02728 | KIMLEY-HORN & ASSOCIATES INC | PROJ 11-14 PROF SRVS THRU 10/31 | 52,907.43 |
| | 12/04/2012 | 02728 | KIMLEY-HORN & ASSOCIATES INC | PROJ 09-08 PROF SRVS THRU 10/31 | 30,323.95 |
| | 12/04/2012 | 02728 | KIMLEY-HORN & ASSOCIATES INC | PROJ 04-21 PROF SRVS THRU 10/31 | 10,769.58 |
| | 12/04/2012 | 02728 | KIMLEY-HORN & ASSOCIATES INC | PROJ 08-13 PROF SRVS THRU 10/31 | 4,645.45 |
| 88673 | 12/04/2012 | 04316 | CITY OF MINNEAPOLIS RECEIVABLES | AUTO PAWN SYSTEM - OCT | 511.80 |
| 88674 | 12/04/2012 | 01941 | PATRICK TROPHIES | MEDALS FOR INTRO TO BASKETBALL | 159.50 |
| 88675 | 12/04/2012 | 01409 | S.E.H. | PW REMODEL FOR PD EXPANSION PROJ | 18,725.58 |

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| 88676 | 12/04/2012 | 01190 | XCEL ENERGY | ELECTRIC & GAS UTILITY | 18,177.91 |
| | 12/04/2012 | 01190 | XCEL ENERGY | ELECTRIC & GAS UTILITY | 2,952.87 |
| | 12/04/2012 | 01190 | XCEL ENERGY | ELECTRIC & GAS UTILITY | 2,751.21 |
| | 12/04/2012 | 01190 | XCEL ENERGY | ELECTRIC & GAS UTILITY | 818.61 |
| | 12/04/2012 | 01190 | XCEL ENERGY | ELECTRIC & GAS UTILITY | 230.66 |
| | 12/04/2012 | 01190 | XCEL ENERGY | FIRE SIRENS | 49.88 |
| 88677 | 12/04/2012 | 00111 | ANIMAL CONTROL SERVICES | BOARDING & DESTRUCTION FEES | 1,714.54 |
| 88678 | 12/04/2012 | 04848 | AVESIS | MONTHLY PREMIUM - DECEMBER | 189.91 |
| 88679 | 12/04/2012 | 05102 | REGAN M. BEGGS | REIMB FOR MILEAGE 10/9 - 11/6 | 17.54 |
| 88680 | 12/04/2012 | 00221 | BROCK WHITE COMPANY, LLC. | CRACK SEALING MATERIAL | 1,788.18 |
| 88681 | 12/04/2012 | 00228 | BRUCE NELSON PLBG. & HTG. INC. | REPAIR STATION 3 | 271.30 |
| 88682 | 12/04/2012 | 05160 | JOSE D CARBAJAL | GUITAR INSTRUCTION - FALL | 156.00 |
| 88683 | 12/04/2012 | 02567 | EVERGREEN LAND SERVICES | PROJ 09-08 ACQUISITION SERVICES | 2,047.20 |
| 88684 | 12/04/2012 | 03725 | FINANCE AND COMMERCE | PROJ 09-08 AD FOR BID PUBLICATION | 392.16 |
| 88685 | 12/04/2012 | 04123 | FRIENDS OF MAPLEWOOD NATURE | NEIGHBOHOOD PRESERVE CALENDARS | 562.50 |
| 88686 | 12/04/2012 | 00644 | HEALTHPARTNERS | MONTHLY PREMIUM - DEC | 11,812.74 |
| 88687 | 12/04/2012 | 03087 | SCOTT A JACOBSON | MCC MEMBERSHIP CANCELLED | 105.50 |
| 88688 | 12/04/2012 | 04525 | EVERYDAY ETIQUETTE JULIE R FRANTZ | ETIQUETTE INSTRUCTION OCT/NOV | 78.60 |
| 88689 | 12/04/2012 | 03218 | KLINE NISSAN | CVR OVERPAYMENT - NOV | 2,801.37 |
| 88690 | 12/04/2012 | 00842 | LANDMARK INC | FINAL CONTRACT PAYMENT | 37,500.00 |
| | 12/04/2012 | 00842 | LANDMARK INC | CONSTRUCTING A BEAM 1665 LARK AVE | 1,870.00 |
| 88691 | 12/04/2012 | 00936 | MAPLEWOOD HISTORICAL SOCIETY | CHARITABLE GAMBLING | 4,483.00 |
| 88692 | 12/04/2012 | 02215 | JASON MARINO | REIMB FOR PDA 11/15 | 249.93 |
| 88693 | 12/04/2012 | 00942 | MARSDEN BLDG MAINTENANCE CO | JANITORIAL SERVICES - NOV | 6,386.85 |
| 88694 | 12/04/2012 | 04790 | MAYER ARTS, INC. | DANCE INSTRUCTION FALL/WINTER | 5,092.00 |
| | 12/04/2012 | 04790 | MAYER ARTS, INC. | MAKING COSTUM FOR FALL DANCE | 20.00 |
| 88695 | 12/04/2012 | 03818 | MEDICA | MONTHLY PREMIUM - DECEMBER | 155,062.15 |
| 88696 | 12/04/2012 | 01126 | NCPERS MINNESOTA | MONTHLY PREMIUM - DECEMBER | 496.00 |
| 88697 | 12/04/2012 | 00001 | ONE TIME VENDOR | REFUND J SAMS FOR COUPON | 34.00 |
| 88698 | 12/04/2012 | 00001 | ONE TIME VENDOR | REFUND K GUNDERMAN FOR COUPON | 16.00 |
| 88699 | 12/04/2012 | 04954 | BERYIMAR PEROZO-TREJO | BELLY DANCE INSTRUCTION 9/25-11/13 | 156.00 |
| 88700 | 12/04/2012 | 05159 | PLAYPOWER LT FARMINGTON INC | PROJ 11-14 PLAYGROUND EQUIP | 84,977.25 |
| 88701 | 12/04/2012 | 04964 | POINTS TO HEALTH LLC | ACUPUNCTURIST OCT & NOV | 315.00 |
| 88702 | 12/04/2012 | 01295 | PREMIER BANK | SAFE DEPOSIT BOX RENTAL #427 | 80.00 |
| | 12/04/2012 | 01295 | PREMIER BANK | SAFE DEPOSIT BOX RENTAL #524 | 80.00 |
| | 12/04/2012 | 01295 | PREMIER BANK | SAFE DEPOSIT BOX RENTAL #543 | 80.00 |
| 88702 | 12/04/2012 | 01295 | PREMIER BANK | SAFE DEPOSIT BOX RENTAL #549 | 80.00 |
| 88703 | 12/04/2012 | 01312 | PUBLIC SAFETY EQUIPMENT LLC | CERTIFICATION OF RADAR/LASER UNITS | 666.00 |
| 88704 | 12/04/2012 | 00396 | MN DEPT OF PUBLIC SAFETY | TRAINING | 250.00 |
| 88705 | 12/04/2012 | 01387 | DR. JAMES ROSSINI | ADMIN FEE FOR STRESS TEST - NOV | 100.00 |
| 88706 | 12/04/2012 | 01418 | SAM'S CLUB DIRECT | VENDING MACHINE SUPPLIES | 303.18 |
| | 12/04/2012 | 01418 | SAM'S CLUB DIRECT | SUPPLIES FOR CONCESSIONS | 171.40 |
| | 12/04/2012 | 01418 | SAM'S CLUB DIRECT | SUPPLIES FOR CONCESSIONS | 161.45 |
| | 12/04/2012 | 01418 | SAM'S CLUB DIRECT | SUPPLIES FOR CONCESSIONS | 104.96 |
| | 12/04/2012 | 01418 | SAM'S CLUB DIRECT | SUPPLIES - RIBBON CUTTING CEREMONY | 93.53 |
| | 12/04/2012 | 01418 | SAM'S CLUB DIRECT | SUPPLIES-HUMAN RIGHTS COMMISSION FORUM | 63.58 |
| | 12/04/2012 | 01418 | SAM'S CLUB DIRECT | SUPPLIES FOR CITY COUNCIL | 42.91 |
| 88707 | 12/04/2012 | 03879 | SANSIO | EMS FEES - DEC | 577.08 |
| 88708 | 12/04/2012 | 04412 | REED SCHRANKLER | CONTROL LIGHTS FOR SOCCER SEASON | 300.00 |
| 88709 | 12/04/2012 | 01836 | CITY OF ST PAUL | PRINTING EXPENSES 2012 | 7,039.52 |
| | 12/04/2012 | 01836 | CITY OF ST PAUL | PROJ 11-15 INSTALL HYDRANT | 4,898.15 |
| 88710 | 12/04/2012 | 01823 | ST. CROIX RECREATION CO INC | BENCH FOR LOOKOUT PARK | 1,209.83 |
| 88711 | 12/04/2012 | 04965 | SANDRA JEAN STAUNER | CERAMICS INSTRUCTOR - JULY-SEPT | 450.00 |
| | 12/04/2012 | 04965 | SANDRA JEAN STAUNER | CERAMICS INSTRUCTOR OCT & NOV | 300.00 |
| 88712 | 12/04/2012 | 05063 | ERICH THALHEIMER | GUN RANGE SOUND SURVEY | 4,000.00 |
| 88713 | 12/04/2012 | 05161 | THEIN WELL | PROJ 11-22 DUMP WELL SEALING | 2,345.00 |
| 88714 | 12/04/2012 | 01647 | TRI-COUNTY LAW ENFORCEMENT | ANNUAL MEMBERSHIP DUES | 50.00 |
| 88715 | 12/04/2012 | 04515 | TRUGREEN-5635 | FALL FERTILIZER FOR EDGERTON PARK | 592.80 |
| 88716 | 12/04/2012 | 00300 | ULTIMATE SAFETY CONCEPTS INC. | TRUCK REPAIRS | 413.35 |
| 88717 | 12/04/2012 | 04179 | VISUAL IMAGE PROMOTIONS | PROGRAM DISPLAY SIGN MCC - OCT | 250.00 |
| 88718 | 12/04/2012 | 05163 | MN BOARD OF WATER AND SOIL RESOURCES | WETLAND CREDITS | 511.88 |
| 88719 | 12/04/2012 | 01753 | WEATHER WATCH, INC. | WINTER WEATHER SERVICES 2012-13 | 619.00 |
| 88720 | 12/04/2012 | 05158 | WINKEL ENTERPRISES | PROJ 11-15 FENCE REPAIR | 650.00 |
| 88721 | 12/04/2012 | 05162 | WISPARK LLC | WETLAND CREDITS | 7,875.00 |

555,810.50

102 Checks in this report.

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

| Settlement <u>Date</u> | <u>Payee</u> | <u>Description</u> | <u>Amount</u> |
|---------------------------|------------------------------|----------------------------------|---------------------------------|
| 11/26/2012 | MN Dept of Natural Resources | DNR electronic licenses | 245.50 |
| 11/26/2012 | U.S. Treasurer | Federal Payroll Tax | 98,716.17 |
| 11/26/2012 | P.E.R.A. | P.E.R.A. | 92,704.56 |
| 11/27/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 24,183.66 |
| 11/27/2012 | MidAmerica - ING | HRA Flex plan | 13,856.22 |
| 11/27/2012 | Labor Unions | Union Dues | 3,533.60 |
| 11/28/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 55,023.16 |
| 11/28/2012 | MN State Treasurer | State Payroll Tax | 22,100.78 |
| 11/29/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 24,843.19 |
| 11/29/2012 | US Bank | Bank fees | 116.31 |
| 11/30/2012 | MN State Treasurer | Drivers License/Deputy Registrar | 16,573.48 |
| 11/30/2012 | MN Dept of Natural Resources | DNR electronic licenses | 101.50 |
| 11/30/2012 | Optum Health | DCRP & Flex plan payments | 4,046.73 |
| | TOTAL | | <u><u>356,044.86</u></u> |

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

| <u>CHECK #</u> | <u>CHECK DATE</u> | <u>EMPLOYEE NAME</u> | <u>AMOUNT</u> |
|----------------|-------------------|----------------------|---------------|
| | 11/23/12 | CARDINAL, ROBERT | 435.16 |
| | 11/23/12 | JUENEMANN, KATHLEEN | 435.16 |
| | 11/23/12 | KOPPEN, MARVIN | 435.16 |
| | 11/23/12 | LLANAS, JAMES | 435.16 |
| | 11/23/12 | ROSSBACH, WILLIAM | 494.44 |
| | 11/23/12 | VALLE, EDWARD | 132.50 |
| | 11/23/12 | AHL, R. CHARLES | 5,008.64 |
| | 11/23/12 | ANTONEN, JAMES | 5,352.58 |
| | 11/23/12 | BURLINGAME, SARAH | 2,074.90 |
| | 01/16/28 | KANTRUD, HUGH | 184.62 |
| | 11/23/12 | CHRISTENSON, SCOTT | 2,193.75 |
| | 11/23/12 | FARR, LARRY | 3,215.25 |
| | 11/23/12 | JAHN, DAVID | 1,860.29 |
| | 11/23/12 | RAMEAUX, THERESE | 3,061.19 |
| | 11/23/12 | BAUMAN, GAYLE | 4,186.17 |
| | 11/23/12 | ANDERSON, CAROLE | 1,503.34 |
| | 11/23/12 | DEBILZAN, JUDY | 1,327.92 |
| | 11/23/12 | JACKSON, MARY | 2,126.07 |
| | 11/23/12 | KELSEY, CONNIE | 2,594.79 |
| | 11/23/12 | RUEB, JOSEPH | 2,642.60 |
| | 11/23/12 | SINDT, ANDREA | 2,113.80 |
| | 11/23/12 | ARNOLD, AJLA | 1,627.69 |
| | 11/23/12 | BEGGS, REGAN | 1,565.01 |
| | 11/23/12 | GUILFOILE, KAREN | 4,207.64 |
| | 11/23/12 | SCHMIDT, DEBORAH | 2,884.82 |
| | 11/23/12 | SPANGLER, EDNA | 1,186.92 |
| | 11/23/12 | THOMALLA, ASHLEY | 78.00 |
| | 11/23/12 | CORTESI, LUANNE | 1,092.31 |
| | 11/23/12 | LARSON, MICHELLE | 1,827.76 |
| | 11/23/12 | MECHELKE, SHERRIE | 1,140.33 |
| | 11/23/12 | MOY, PAMELA | 1,520.44 |
| | 11/23/12 | OSTER, ANDREA | 1,907.48 |
| | 11/23/12 | RICHTER, CHARLENE | 827.69 |
| | 11/23/12 | SCHOENECKER, LEIGH | 1,646.15 |
| | 11/23/12 | WEAVER, KRISTINE | 2,356.55 |
| | 11/23/12 | CARLE, JEANETTE | 354.00 |
| | 11/23/12 | JAGOE, CAROL | 272.88 |
| | 11/23/12 | CORCORAN, THERESA | 1,935.33 |
| | 11/23/12 | KVAM, DAVID | 4,209.55 |
| | 11/23/12 | PALANK, MARY | 1,905.19 |
| | 11/23/12 | POWELL, PHILIP | 2,932.46 |
| | 11/23/12 | SVENDSEN, JOANNE | 2,111.38 |

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| 11/23/12 | THOMALLA, DAVID | 4,961.38 |
| 11/23/12 | THOMFORDE, FAITH | 1,497.35 |
| 11/23/12 | ABEL, CLINT | 3,064.06 |
| 11/23/12 | ALDRIDGE, MARK | 3,253.30 |
| 11/23/12 | BAKKE, LONN | 2,937.06 |
| 11/23/12 | BARTZ, PAUL | 4,198.92 |
| 11/23/12 | BELDE, STANLEY | 3,211.70 |
| 11/23/12 | BENJAMIN, MARKESE | 3,200.92 |
| 11/23/12 | BIERDEMAN, BRIAN | 3,796.31 |
| 11/23/12 | BOHL, JOHN | 3,238.68 |
| 11/23/12 | BUSACK, DANIEL | 4,347.45 |
| 11/23/12 | CARNES, JOHN | 1,918.52 |
| 11/23/12 | COFFEY, KEVIN | 13,300.45 |
| 11/23/12 | CROTTY, KERRY | 3,611.20 |
| 11/23/12 | DEMULLING, JOSEPH | 3,014.74 |
| 11/23/12 | DOBLAR, RICHARD | 4,005.46 |
| 11/23/12 | DUGAS, MICHAEL | 5,279.94 |
| 11/23/12 | ERICKSON, VIRGINIA | 3,151.33 |
| 11/23/12 | FLOR, TIMOTHY | 3,725.17 |
| 11/23/12 | FORSYTHE, MARCUS | 2,266.25 |
| 11/23/12 | FRASER, JOHN | 3,474.52 |
| 11/23/12 | FRITZE, DEREK | 3,268.71 |
| 11/23/12 | GABRIEL, ANTHONY | 3,626.21 |
| 11/23/12 | HAWKINSON JR, TIMOTHY | 3,188.09 |
| 11/23/12 | HER, PHENG | 2,923.56 |
| 11/23/12 | HIEBERT, STEVEN | 3,432.56 |
| 11/23/12 | JOHNSON, KEVIN | 4,657.15 |
| 11/23/12 | KALKA, THOMAS | 940.28 |
| 11/23/12 | KONG, TOMMY | 3,375.44 |
| 11/23/12 | KREKELER, NICHOLAS | 876.00 |
| 11/23/12 | KROLL, BRETT | 3,528.86 |
| 11/23/12 | LANGNER, SCOTT | 3,092.20 |
| 11/23/12 | LANGNER, TODD | 2,980.04 |
| 11/23/12 | LU, JOHNNIE | 3,528.86 |
| 11/23/12 | LYNCH, KATHERINE | 2,694.20 |
| 11/23/12 | MARINO, JASON | 3,227.96 |
| 11/23/12 | MARTIN, JERROLD | 3,550.00 |
| 11/23/12 | MCCARTY, GLEN | 3,396.84 |
| 11/23/12 | METRY, ALESIA | 3,038.70 |
| 11/23/12 | NYE, MICHAEL | 3,872.11 |
| 11/23/12 | OLSON, JULIE | 2,937.06 |
| 11/23/12 | PARKER, JAMES | 2,603.93 |
| 11/23/12 | REZNY, BRADLEY | 3,798.20 |
| 11/23/12 | RHUDE, MATTHEW | 3,148.92 |
| 11/23/12 | SHORTREED, MICHAEL | 4,091.18 |
| 11/23/12 | STEINER, JOSEPH | 3,313.60 |
| 11/23/12 | SYPNIEWSKI, WILLIAM | 2,923.56 |
| 11/23/12 | SZCZEPANSKI, THOMAS | 3,349.74 |
| 11/23/12 | TAUZELL, BRIAN | 2,988.48 |
| 11/23/12 | THEISEN, PAUL | 3,038.70 |
| 11/23/12 | THIENES, PAUL | 4,177.33 |
| 11/23/12 | TRAN, JOSEPH | 2,992.55 |

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|----------|------------------------|----------|
| 11/23/12 | WENZEL, JAY | 3,072.59 |
| 11/23/12 | XIONG, KAO | 3,187.96 |
| 11/23/12 | ANDERSON, BRIAN | 154.94 |
| 11/23/12 | BAHL, DAVID | 466.66 |
| 11/23/12 | BASSETT, BRENT | 203.01 |
| 11/23/12 | BAUMAN, ANDREW | 3,566.76 |
| 11/23/12 | BOURQUIN, RON | 775.68 |
| 11/23/12 | CAPISTRANT, JACOB | 115.14 |
| 11/23/12 | CAPISTRANT, JOHN | 798.95 |
| 11/23/12 | CRAWFORD - JR, RAYMOND | 278.76 |
| 11/23/12 | CRUMMY, CHARLES | 378.75 |
| 11/23/12 | DAWSON, RICHARD | 3,510.94 |
| 11/23/12 | EATON, PAUL | 72.72 |
| 11/23/12 | EVERSON, PAUL | 3,923.55 |
| 11/23/12 | FASULO, WALTER | 210.08 |
| 11/23/12 | FOSSUM, ANDREW | 3,089.50 |
| 11/23/12 | HAGEN, MICHAEL | 324.21 |
| 11/23/12 | HALE, JOSEPH | 381.81 |
| 11/23/12 | HALWEG, JODI | 3,616.20 |
| 11/23/12 | HAWTHORNE, ROCHELLE | 2,759.33 |
| 11/23/12 | HUTCHINSON, JAMES | 551.50 |
| 11/23/12 | IMM, TRACY | 190.89 |
| 11/23/12 | JANSEN, CHAD | 278.76 |
| 11/23/12 | JONES, JONATHAN | 203.01 |
| 11/23/12 | JUREK, GREGORY | 2,544.73 |
| 11/23/12 | KANE, ROBERT | 908.53 |
| 11/23/12 | KARRAS, JAMIE | 145.44 |
| 11/23/12 | KERSKA, JOSEPH | 739.32 |
| 11/23/12 | KONDER, RONALD | 639.33 |
| 11/23/12 | KUBAT, ERIC | 2,644.74 |
| 11/23/12 | LINDER, TIMOTHY | 3,168.44 |
| 11/23/12 | LOCHEN, MICHAEL | 872.64 |
| 11/23/12 | MILLER, LADD | 293.42 |
| 11/23/12 | MILLER, NICHOLAS | 557.52 |
| 11/23/12 | MONDOR, MICHAEL | 3,259.74 |
| 11/23/12 | MONSON, PETER | 509.04 |
| 11/23/12 | MORGAN, JEFFERY | 298.71 |
| 11/23/12 | NIELSEN, KENNETH | 309.06 |
| 11/23/12 | NOVAK, JEROME | 282.46 |
| 11/23/12 | NOWICKI, PAUL | 409.05 |
| 11/23/12 | OLSON, JAMES | 4,520.55 |
| 11/23/12 | OPHEIM, JOHN | 724.70 |
| 11/23/12 | PACHECO, ALPHONSE | 542.37 |
| 11/23/12 | PETERSON, MARK | 749.45 |
| 11/23/12 | PETERSON, ROBERT | 3,687.66 |
| 11/23/12 | POWERS, KENNETH | 145.44 |
| 11/23/12 | RAINEY, JAMES | 606.00 |
| 11/23/12 | RANK, NATHAN | 593.88 |
| 11/23/12 | RANK, PAUL | 633.27 |
| 11/23/12 | RAVENWALD, CORINNE | 327.24 |
| 11/23/12 | REYNOSO, ANGEL | 445.41 |
| 11/23/12 | RICE, CHRISTOPHER | 731.75 |

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| 11/23/12 | RODRIGUEZ, ROBERTO | 339.36 |
| 11/23/12 | SCHULTZ, JEROME | 524.19 |
| 11/23/12 | SEDLACEK, JEFFREY | 3,860.43 |
| 11/23/12 | STREFF, MICHAEL | 4,422.74 |
| 11/23/12 | SVENDSEN, RONALD | 3,417.35 |
| 11/23/12 | WHITE, JOEL | 327.24 |
| 11/23/12 | GERVAIS-JR, CLARENCE | 3,985.69 |
| 11/23/12 | LUKIN, STEVEN | 4,616.93 |
| 11/23/12 | ZWIEG, SUSAN | 1,706.92 |
| 11/23/12 | KNUTSON, LOIS | 2,864.87 |
| 11/23/12 | NIVEN, AMY | 1,518.14 |
| 11/23/12 | BRINK, TROY | 2,461.55 |
| 11/23/12 | BUCKLEY, BRENT | 2,120.55 |
| 11/23/12 | DEBILZAN, THOMAS | 2,166.15 |
| 11/23/12 | EDGE, DOUGLAS | 2,125.00 |
| 11/23/12 | JONES, DONALD | 2,158.15 |
| 11/23/12 | MEISSNER, BRENT | 2,014.15 |
| 11/23/12 | NAGEL, BRYAN | 3,560.40 |
| 11/23/12 | OSWALD, ERICK | 2,561.78 |
| 11/23/12 | RUIZ, RICARDO | 1,539.75 |
| 11/23/12 | RUNNING, ROBERT | 2,920.97 |
| 11/23/12 | TEVLIN, TODD | 2,162.15 |
| 11/23/12 | BURLINGAME, NATHAN | 2,087.22 |
| 11/23/12 | DUCHARME, JOHN | 2,740.37 |
| 11/23/12 | ENGSTROM, ANDREW | 2,631.75 |
| 11/23/12 | JAROSCH, JONATHAN | 2,871.75 |
| 11/23/12 | KREGER, JASON | 2,592.93 |
| 11/23/12 | LINDBLOM, RANDAL | 2,740.37 |
| 11/23/12 | LOVE, STEVEN | 3,446.88 |
| 11/23/12 | THOMPSON, MICHAEL | 4,261.35 |
| 11/23/12 | ZIEMAN, SCOTT | 170.40 |
| 11/23/12 | JANASZAK, MEGHAN | 1,554.95 |
| 11/23/12 | KONEWKO, DUWAYNE | 4,413.24 |
| 11/23/12 | EDSON, DAVID | 2,191.39 |
| 11/23/12 | HAMRE, MILES | 1,513.60 |
| 11/23/12 | HAYS, TAMARA | 1,539.75 |
| 11/23/12 | HINNENKAMP, GARY | 2,762.23 |
| 11/23/12 | NAUGHTON, JOHN | 2,163.43 |
| 11/23/12 | NORDQUIST, RICHARD | 2,148.46 |
| 11/23/12 | BIESANZ, OAKLEY | 1,449.84 |
| 11/23/12 | DEAVER, CHARLES | 446.87 |
| 11/23/12 | GERNES, CAROLE | 425.27 |
| 11/23/12 | HAYMAN, JANET | 1,507.45 |
| 11/23/12 | HUTCHINSON, ANN | 2,649.16 |
| 11/23/12 | SOUTTER, CHRISTINE | 204.75 |
| 11/23/12 | WACHAL, KAREN | 1,002.96 |
| 11/23/12 | GAYNOR, VIRGINIA | 3,244.09 |
| 11/23/12 | ERICSON, MICHAEL | 1,125.00 |
| 11/23/12 | KROLL, LISA | 1,900.55 |
| 11/23/12 | SWANSON, CHRIS | 660.00 |
| 11/23/12 | THOMPSON, DEBRA | 829.76 |
| 11/23/12 | YOUNG, TAMELA | 2,015.75 |

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| 11/23/12 | EKSTRAND, THOMAS | 3,829.34 |
| 11/23/12 | FINWALL, SHANN | 3,233.35 |
| 11/23/12 | MARTIN, MICHAEL | 2,762.95 |
| 11/23/12 | BRASH, JASON | 2,393.35 |
| 11/23/12 | CARVER, NICHOLAS | 3,244.09 |
| 11/23/12 | FISHER, DAVID | 3,807.86 |
| 11/23/12 | SWAN, DAVID | 2,766.15 |
| 11/23/12 | WELLENS, MOLLY | 1,676.05 |
| 11/23/12 | ACEITUNO, FELIPE | 56.00 |
| 11/23/12 | BARTZ, BAYLEE | 78.00 |
| 11/23/12 | BERGER, STEPHANIE | 558.13 |
| 11/23/12 | BIHNER, KARLY | 39.00 |
| 11/23/12 | BJORK, BRANDON | 181.50 |
| 11/23/12 | BRENEMAN, NEIL | 2,267.65 |
| 11/23/12 | LARSON, KATELYN | 161.00 |
| 11/23/12 | ROBBINS, AUDRA | 3,019.96 |
| 11/23/12 | ROBBINS, CAMDEN | 331.50 |
| 11/23/12 | SCHALLER, SCOTT | 43.00 |
| 11/23/12 | SHERWOOD, CHRISTIAN | 431.75 |
| 11/23/12 | TAYLOR, JAMES | 2,889.94 |
| 11/23/12 | VUKICH, CANDACE | 166.63 |
| 11/23/12 | ADAMS, DAVID | 1,862.78 |
| 11/23/12 | HAAG, MARK | 2,356.55 |
| 11/23/12 | ORE, JORDAN | 1,539.75 |
| 11/23/12 | SCHULTZ, SCOTT | 3,616.97 |
| 11/23/12 | WILBER, JEFFREY | 1,530.51 |
| 11/23/12 | ANZALDI, MANDY | 1,467.38 |
| 11/23/12 | BERNARDY, CHRISTINE | 2,426.37 |
| 11/23/12 | CRAWFORD - JR, RAYMOND | 681.01 |
| 11/23/12 | EVANS, CHRISTINE | 1,374.42 |
| 11/23/12 | GLASS, JEAN | 2,125.10 |
| 11/23/12 | HER, PETER | 252.36 |
| 11/23/12 | HOFMEISTER, MARY | 1,061.62 |
| 11/23/12 | HOFMEISTER, TIMOTHY | 454.52 |
| 11/23/12 | KULHANEK-DIONNE, ANN | 394.00 |
| 11/23/12 | PELOQUIN, PENNYE | 502.05 |
| 11/23/12 | SHERRILL, CAITLIN | 748.12 |
| 11/23/12 | VANG, TIM | 472.00 |
| 11/23/12 | VUE, LOR PAO | 412.89 |
| 11/23/12 | ZIELINSKI, JUDY | 38.50 |
| 11/23/12 | AICHELE, MEGAN | 300.26 |
| 11/23/12 | ANDERSON, ALYSSA | 32.38 |
| 11/23/12 | ANDERSON, JOSHUA | 412.00 |
| 11/23/12 | BAUDE, SARAH | 54.75 |
| 11/23/12 | BIGGS, ANNETTE | 131.58 |
| 11/23/12 | BRUSOE, CRISTINA | 46.80 |
| 11/23/12 | BUCKLEY, BRITTANY | 167.30 |
| 11/23/12 | BUTLER, ANGELA | 85.00 |
| 11/23/12 | CLARK, PAMELA | 77.20 |
| 11/23/12 | COSTA, JOSEPH | 408.00 |
| 11/23/12 | CRANDALL, KRISTA | 298.00 |
| 11/23/12 | DEMPSEY, BETH | 252.50 |

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| 11/23/12 | DIONNE, DANIELLE | 111.20 |
| 11/23/12 | DUNN, RYAN | 1,120.91 |
| 11/23/12 | EHLE, DANIEL | 89.86 |
| 11/23/12 | ERICKSON-CLARK, CAROL | 49.00 |
| 11/23/12 | FONTAINE, KIM | 707.31 |
| 11/23/12 | FOX, KELLY | 30.00 |
| 11/23/12 | FRAMPTON, SAMANTHA | 139.00 |
| 11/23/12 | GIEL, NICOLE | 76.00 |
| 11/23/12 | GIPPLE, TRISHA | 299.00 |
| 11/23/12 | GRUENHAGEN, LINDA | 431.80 |
| 11/23/12 | HAGSTROM, EMILY | 80.40 |
| 11/23/12 | HEINRICH, SHEILA | 237.00 |
| 11/23/12 | HOLMBERG, LADONNA | 460.00 |
| 11/23/12 | HORWATH, RONALD | 2,738.98 |
| 11/23/12 | JANSON, ANGELA | 34.00 |
| 11/23/12 | JOHNSON, BARBARA | 447.35 |
| 11/23/12 | JOHNSON, KAITLYN | 58.88 |
| 11/23/12 | JOYER, ANTHONY | 96.20 |
| 11/23/12 | KOZDROJ, GABRIELLA | 25.00 |
| 11/23/12 | LAMEYER, BRENT | 117.76 |
| 11/23/12 | LAMSON, ELIANA | 36.00 |
| 11/23/12 | MCCANN, NATALIE | 76.00 |
| 11/23/12 | MCCOMAS, LEAH | 63.00 |
| 11/23/12 | NADEAU, TAYLOR | 37.20 |
| 11/23/12 | NELSON, ELEONOR | 75.00 |
| 11/23/12 | NORTHOUSE, KATHERINE | 78.88 |
| 11/23/12 | POVLITZKI, MARINA | 57.00 |
| 11/23/12 | PROESCH, ANDY | 864.04 |
| 11/23/12 | RANEY, COURTNEY | 587.00 |
| 11/23/12 | RESENDIZ, LORI | 2,257.76 |
| 11/23/12 | RICHTER, DANIEL | 170.10 |
| 11/23/12 | RONNING, ISAIAH | 115.50 |
| 11/23/12 | SCHMIDT, EMILY | 44.20 |
| 11/23/12 | SCHREIER, ROSEMARIE | 324.50 |
| 11/23/12 | SCHREINER, MARK | 58.40 |
| 11/23/12 | SCHREINER, MICHELLE | 107.50 |
| 11/23/12 | SKAAR, SAMANTHA | 55.00 |
| 11/23/12 | SMITH, ANN | 162.40 |
| 11/23/12 | SMITH, CASEY | 25.73 |
| 11/23/12 | SMITLEY, SHARON | 284.90 |
| 11/23/12 | STEAD, KIMBERLY | 20.00 |
| 11/23/12 | SYME, LAUREN | 27.48 |
| 11/23/12 | TREPANIER, TODD | 242.00 |
| 11/23/12 | TRUE, ANDREW | 49.95 |
| 11/23/12 | TUPY, HEIDE | 91.60 |
| 11/23/12 | TUPY, MARCUS | 285.00 |
| 11/23/12 | VANG, XANG | 67.00 |
| 11/23/12 | WARNER, CAROLYN | 211.20 |
| 11/23/12 | BOSLEY, CAROL | 263.20 |
| 11/23/12 | HITE, ANDREA | 255.00 |
| 11/23/12 | LANGER, CHELSEA | 206.13 |
| 11/23/12 | LANGER, KAYLYN | 85.00 |

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| | 11/23/12 | BORCHERT, JONATHAN | 79.75 |
| | 11/23/12 | CRAWFORD, SHAWN | 480.00 |
| | 11/23/12 | DOUGLASS, TOM | 1,756.55 |
| | 11/23/12 | KRECH, ELAINE | 217.50 |
| | 11/23/12 | MALONEY, SHAUNA | 285.00 |
| | 11/23/12 | PRINS, KELLY | 1,690.15 |
| | 11/23/12 | REILLY, MICHAEL | 2,305.85 |
| | 11/23/12 | THOMPSON, BENJAMIN | 414.38 |
| | 11/23/12 | VANG, GEORGE | 50.75 |
| | 11/23/12 | COUNTRYMAN, BRENDA | 360.00 |
| | 11/23/12 | AICHELE, CRAIG | 2,200.59 |
| | 11/23/12 | PRIEM, STEVEN | 2,415.66 |
| | 11/23/12 | WOEHRLE, MATTHEW | 2,200.55 |
| | 11/23/12 | BERGO, CHAD | 2,628.80 |
| | 11/23/12 | FOWLDS, MYCHAL | 3,791.22 |
| | 11/23/12 | FRANZEN, NICHOLAS | 3,148.98 |
| | 11/23/12 | KRATTENMAKER, MATTHEW | 1,057.50 |
| 9987614 | 11/23/12 | ELLWANGER, HOLLY | 143.00 |
| 9987615 | 11/23/12 | FEIST, ASHLEY | 156.00 |
| 9987616 | 11/23/12 | HACKETT, ASHLEY | 91.00 |
| 9987617 | 11/23/12 | KRENZ, CASSANDRA | 104.00 |
| 9987618 | 11/23/12 | MAKI, MAIAH | 52.00 |
| 9987619 | 11/23/12 | MCMAHON, ALLISON | 195.00 |
| 9987620 | 11/23/12 | MIELZAREK, MAGGIE | 104.00 |
| 9987621 | 11/23/12 | PETERSON, HAYLIE | 195.00 |
| 9987622 | 11/23/12 | ROKKE, MARISA | 72.00 |
| 9987623 | 11/23/12 | SORENSEN, ERICA | 77.00 |
| 9987624 | 11/23/12 | WESTEMEIER, EMILY | 156.00 |
| 9987625 | 11/23/12 | YANG, SUNSHINE | 21.00 |
| 9987626 | 11/23/12 | ERICSON, RACHEL | 55.80 |
| 9987627 | 11/23/12 | SCHREIER, ABIGAIL | 63.13 |
| 9987628 | 11/23/12 | SCOTT, HALEY | 58.80 |
| 9987629 | 11/23/12 | WALES, ABIGAIL | 188.71 |
| 9987630 | 11/23/12 | WEINHAGEN, SHELBY | 293.50 |
| 9987631 | 11/23/12 | RANGEL, SAMANTHA | 96.00 |
| 9987632 | 11/23/12 | STEFFEN, MICHAEL | 87.00 |
| | | | 536,931.73 |

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Gayle Bauman, Finance Manager
SUBJECT: **Approval of Transfers to Close Funds for Public Improvement Projects for 2012**
DATE: November 27, 2012

INTRODUCTION

Financial transfers and budget adjustments are needed to close three funds for public improvement projects that have been completed.

DISCUSSION

Project 09-07, Rice & TH 36 Interchange, has been completed. There is a surplus balance in the project fund due to excess bond proceeds. Surplus funds of \$71,924.22 need to be transferred to project 08-13 (fund 504) which was also financed with the same bond issue and currently has a deficit balance.

Project 09-13, Holloway/Stanich Area Streets, has been completed. There is a surplus balance in the project fund (due to project expenditures being under budget). Surplus funds of \$642,769.53 need to be transferred to project 08-13 (fund 504) which was also financed with the same bond issue and currently has a deficit balance.

Project 09-15, Hills & Dales, has been completed. There is a surplus balance in the project fund (due to higher than expected revenues and project expenditures being under budget). Surplus funds of \$863,108.37 need to be transferred as follows:

- \$130,000 to project 08-13 (fund 504) which was also financed with the same bond issue and currently has a deficit balance.
- \$733,108.37 to project 02-07 (fund 533) by reallocating bond funds from the 2010A bond issue to cover unforeseen expenditures.

FINANCIAL IMPACT

There is no financial impact to the city as the proposal is to transfer money between funds.

RECOMMENDATION

It is recommended that the Council authorize the following:

- (1) A transfer of \$71,924.22 from fund 508 (09-07) to fund 504 (08-13),
- (2) A transfer of \$642,769.53 from fund 509 (09-13) to fund 504 (08-13),
- (3) A transfer of \$130,000.00 from fund 510 (09-15) to fund 504 (08-13),
- (4) A transfer of \$733,108.37 from fund 510 (09-15) to fund 533 (02-07),
- (5) The appropriate budget changes.

P:\finance\council files\2012\121 – close capital funds

MEMORANDUM

TO: James Antonen, City Manager
FROM: Michael Martin, AICP, Planner
SUBJECT: **Resolution of Appreciation for David Hesley**
DATE: December 4, 2012

INTRODUCTION

Attached is a resolution of appreciation for David Hesley. Mr. Hesley served as a member of the business and economic development commission (BEDC) from March 1, 2010 to July 26, 2012.

COMMITTEE ACTIONS

The BEDC unanimously recommended approval of the resolution of appreciation for Mr. Hesley at its November 29, 2012 meeting.

RECOMMENDATION

Approve the attached resolution of appreciation for David Hesley.

Attachment:

1. Resolution of Appreciation

RESOLUTION OF APPRECIATION

WHEREAS, David Hesley has been a member of the Maplewood Business and Economic Development Commission since March 1, 2010, until July 26, 2012, and has served faithfully in that capacity; and

WHEREAS, the Business and Economic Development Commission has appreciated his experience, insights and good judgment; and

WHEREAS, Mr. Hesley has freely given of his time and energy, without compensation, for the betterment of the City of Maplewood; and

WHEREAS, Mr. Hesley has shown dedication to his duties and has consistently contributed his leadership and effort for the benefit of the City.

NOW, THEREFORE, IT IS HEREBY RESOLVED for and on behalf of the City of Maplewood, Minnesota, and its citizens that David Hesley is hereby extended our gratitude and appreciation for his dedicated service.

***Passed by the Maplewood
City Council on _____, 2012***

Will Rossbach, Mayor

***Passed by the Maplewood
Business and Economic Development Commission
on November 29, 2012***

Mark Jenkins, Chairperson

Attest:

Karen Guilfoile, City Clerk

MEMORANDUM

TO: James Antonen, City Manager
FROM: Michael Martin, AICP, Planner
Charles Ahl, Assistant City Manager
SUBJECT: **Resolution of Appreciation for Jawaid Ahmed**
DATE: December 4, 2012

INTRODUCTION

Attached is a resolution of appreciation for Jawaid Ahmed. Mr. Ahmed served as a member of the community design review board (CDRB) for three years (May 26, 2009 to May 22, 2012).

COMMITTEE ACTIONS

The CDRB unanimously recommended approval of the resolution of appreciation for Mr. Ahmed at its November 27, 2012 meeting.

RECOMMENDATION

Approve the attached resolution of appreciation for Mr. Ahmed.

p:\community design review board\resolution of appreciation for Jawaid Ahmed
Attachment:
1. Resolution of Appreciation

RESOLUTION OF APPRECIATION

WHEREAS, Jawaid Ahmed has been a member of the Maplewood Community Design Review Board for three years, since May 26, 2009, until May 22, 2012, and has served faithfully in that capacity; and

WHEREAS, the Community Design Review Board has appreciated his experience, insights and good judgment; and

WHEREAS, Mr. Ahmed has freely given of his time and energy, without compensation, for the betterment of the City of Maplewood; and

WHEREAS, Mr. Ahmed has shown dedication to his duties and has consistently contributed his leadership and effort for the benefit of the City.

NOW, THEREFORE, IT IS HEREBY RESOLVED for and on behalf of the City of Maplewood, Minnesota, and its citizens that Jawaid Ahmed is hereby extended our gratitude and appreciation for his dedicated service.

**Passed by the Maplewood
City Council on _____, 2012**

Will Rossbach, Mayor

**Passed by the Maplewood
Community Design Review Board
on November 27, 2012**

Matt Ledvina, Chairperson

Attest:

Karen Guilfoile, City Clerk

MEMORANDUM

TO: James Antonen, City Manager
FROM: Michael Martin, AICP, Planner
Charles Ahl, Assistant City Manager
SUBJECT: **Resolution of Appreciation for Matt Wise**
DATE: December 4, 2012

INTRODUCTION

Attached is a resolution of appreciation for Matt Wise. Mr. Wise served as a member of the community design review board (CDRB) for five and a half years (February 12, 2007 to July 24, 2012).

COMMITTEE ACTIONS

The CDRB unanimously recommended approval of the resolution of appreciation for Mr. Wise at its November 27, 2012 meeting.

RECOMMENDATION

Approve the attached resolution of appreciation for Mr. Wise.

p:community design review board\resolution of appreciation for Matt Wise
Attachment:
1. Resolution of Appreciation

RESOLUTION OF APPRECIATION

WHEREAS, Matt Wise has been a member of the Maplewood Community Design Review Board for five and a half years, since February 12, 2007, until July 24, 2012, and has served faithfully in that capacity; and

WHEREAS, the Community Design Review Board has appreciated his experience, insights and good judgment; and

WHEREAS, Mr. Wise has freely given of his time and energy, without compensation, for the betterment of the City of Maplewood; and

WHEREAS, Mr. Wise has shown dedication to his duties and has consistently contributed his leadership and effort for the benefit of the City.

NOW, THEREFORE, IT IS HEREBY RESOLVED for and on behalf of the City of Maplewood, Minnesota, and its citizens that Matt Wise is hereby extended our gratitude and appreciation for his dedicated service.

***Passed by the Maplewood
City Council on _____, 2012***

Will Rossbach, Mayor

***Passed by the Maplewood
Community Design Review Board
on November 27, 2012***

Matt Ledvina, Chairperson

Attest:

Karen Guilfoile, City Clerk

MEMORANDUM

TO: James Antonen, City Manager
FROM: Michael Martin, AICP, Planner
Charles Ahl, Assistant City Manager
SUBJECT: **Proclamation of Appreciation for Paul R. Yocum**
DATE: December 4, 2012

INTRODUCTION

The business and economic development commission (BEDC) requested the city officially acknowledge and show respect for the recent passing of Paul R. Yocum. Mr. Yocum was the founder of Yocum Oil which is headquartered in Maplewood.

DISCUSSION

Attached to this report is a proclamation honoring Mr. Yocum, who founded Yocum Oil along with his wife. Yocum Oil is the parent company of Holiday Stores which can be found in many communities in the upper Midwest.

COMMITTEE ACTIONS

The BEDC unanimously recommended approval of the proclamation of appreciation for Mr. Yocum at its November 29, 2012 meeting.

RECOMMENDATION

Adopt the attached proclamation honoring Mr. Yocum.

Attachments:

1. Paul R. Yocum Proclamation

CITY OF MAPLEWOOD PROCLAMATION

HONORING THE CONTRIBUTIONS MADE BY PAUL R. YOCUM

WHEREAS, Paul R. Yocum, along with his wife Fern, founded Yocum Oil working out of their home eventually building a company with more than 5,000 accounts; and

WHEREAS, Mr. Yocum was an important business leader within the Twin Cities east metro community serving on the board of Premier Banks; and

WHEREAS, Mr. Yocum was an active member and leader at his church, Gethsemane Luthuran Church in Maplewood; and

WHEREAS, Mr. Yocum passed away on July 24, 2012 at the age of 95; and

WHEREAS, Mr. Yocum left a lasting legacy which includes Yocum Oil which is now owned by three of his grandsons; and

WHEREAS, the City of Maplewood is forever indebted to Mr. Yocum for the contributions he made to the Maplewood community and economy; and

THEREFORE BE IT RESOLVED that the City Council and the Business and Economic Development Commission of the City of Maplewood does hereby proclaim its admiration for;

Paul R. Yocum,

on this 10th day of December, 2012

Will Rossbach, Mayor

Mark Jenkins, Chairperson

ATTEST:

Karen Guilfoile, City Clerk

MEMORANDUM

TO: James Antonen, City Manager
FROM: Tom Ekstrand, Senior Planner
Chuck Ahl, Assistant City Manager
SUBJECT: **Ordinance Amendment to include the Housing and Redevelopment Authority Duties with those of the Business and Economic Development Commission (second reading)**
VOTE: A simple majority vote (3/5) is required to approve
DATE: December 3, 2012

INTRODUCTION

On November 26, 2012, the city council gave first reading to the ordinance that would combine the duties and responsibilities of the housing and redevelopment authority (HRA) with those of the business and economic development commission (BEDC).

Staff has included the proposed ordinance for the city council's consideration for second reading and adoption. Staff made one revision, however, to suggest renaming the commission from BEDC to HEDC—the Housing and Economic Development Commission rather than BECD/HRA. The acronym HEDC would denote the functions of this commission as those related to housing and economic development. It would also be more brief a less awkward abbreviation.

RECOMMENDATION

Adopt the amendments to Division 9, the BEDC ordinance, to include the duties and responsibilities of the HRA.

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Attachment:
Ordinance Amendment to Division 9—the HEDC Ordinance

ORDINANCE NO. ____

AN ORDINANCE AMENDING DIVISION 9—THE MAPLEWOOD BUSINESS AND ECONOMIC DEVELOPMENT ORDINANCE TO INCLUDE THE DUTIES OF THE HOUSING AND REDEVELOPMENT AUTHORITY

The Maplewood City Council approves the following revision to the Maplewood Code of Ordinances. (Additions are underlined and deletions are crossed out.)

Section 1. DIVISION 9. THE MAPLEWOOD HOUSING BUSINESS AND ECONOMIC DEVELOPMENT COMMISSION (HEDC) (~~BEDC~~)

Sec. 2-335. Definitions.

Common terms: As used in this division, the terms defined have the meanings given them.

Commission means the Housing ~~Business~~ and Economic Development Commission or HEDC.

City means the City of Maplewood, Minnesota.

City Council means the duly elected governing body of the City of Maplewood, Minnesota.

Enabling Resolution means the ordinance from which this division derives.

Small Business means a business whose principal place of operation is in the City of Maplewood and employs thirty people or less and is not a subsidiary of a larger entity or a corporate-owned franchise location.

Sec. 2-336. Establishment.

The Commission ~~Business and Economic Development Commission~~ is established which shall have all of the powers, duties and responsibilities of a commission pursuant to Minnesota Statutes § 13.01, subd. 1(c)(5) and formed pursuant to Minnesota Statute § 412.21, subd. 1. The Commission shall also have all of the powers, duties and responsibilities of Minnesota Statutes pursuant to the function of a housing and redevelopment authority.

Sec. 337. Purpose.

It shall be the role and responsibility of the Commission to discuss and make recommendations to the Maplewood Economic Development Authority regarding economic and industrial development and redevelopment within the City of Maplewood pursuant to Bylaws as may be adopted by the Commission. It shall confer with other City departments, the Maplewood Economic Development Authority, the local Chamber of Commerce, the Maplewood Parks Commission, and other public and private groups on matters relating to business and industrial development and periodically survey the area's industrial and commercial climate and report regularly to the Maplewood Economic Development Authority, the Maplewood City Council, or both as directed.

It shall also be the purpose of the Commission to advise and make recommendations to the Maplewood City Council on housing matters regarding policy issues, development, redevelopment and housing maintenance. The Commission's purpose is to also promote and guide the city council and city staff to develop, improve and retain housing stock in Maplewood that is safe, healthy, meets the housing needs of the residents and maintains value of quality housing throughout the city.

Sec. 2-338. Name.

The entity created by the Enabling Resolution shall be known as the Maplewood Housing Business and Economic Development Commission or HEDC. ~~or BEDC.~~

Sec. 2-339. Members.

The Commission shall ~~initially~~ consist of seven (7) members, three (3) of which shall be representative of, "small business," if available to serve, in Maplewood. The Members shall be appointed by the Mayor and City Council, upon approval by majority vote of the same. Those initially appointed shall be appointed for staggered terms consisting of two members appointed to one (1) year terms; two members appointed to two (2) year terms; and three members appointed to three (3) year terms, respectively, with a "small business" representative appointed in each of the initial term timeframes. Thereafter, Members are appointed to three (3)-year terms. Members may be reimbursed for expenses pursuant to City reimbursement policies. The city council shall also appoint persons to the Commission with backgrounds in housing, with knowledge in securing and maintaining quality housing stock in the city.

Sec. 2-340. Administration.

Bylaws. The Commission shall adopt bylaws and rules of procedure for administration of its affairs.

Chair. The Commission shall elect a Chair, and a Vice Chair on an annual basis.

Meetings. The Commission shall meet quarterly and at such other times as necessary.

Rules. The Commission shall adopt such rules and guidelines as they deem appropriate, but shall operate in accordance with Maplewood's Commission Handbook as adopted and amended from time to time. No rules shall be adopted by the Commission that are in conflict with the City's Official Commission Handbook and in the event of any conflict or question, the Handbook shall prevail.

Sec. 2-341. Modification. All modifications to the Enabling Resolution must be by Ordinance and must be adopted by the City Council by majority vote.

Sec. 2-342. Report to Council. The Commission shall submit a written report of its activities and/or recommendations for modification of the Enabling Resolution to the Council at least annually.

Sec. 2-343. Director. The City's Manager, or designee, shall attend all meetings of the commission, shall serve as a consultant and advisor to the commission and shall make quarterly reports to the council.

Sec. 2-344. Conflicts of Interest. Except as authorized by Minnesota Statute 471.88, a Member of the Commission may not have a substantial conflict of interest in projects undertaken by the Commission.

Sec. 2-345 Intent to Comply. Except as otherwise authorized by Minnesota Statute, it is the intent of the City Council of Maplewood to create the Housing Business and Economic Development Commission as a "standing" body of the City that shall be subject to the rules, regulations, restrictions and requirements as defined in both the Open Meeting Law, § 13D. 01 *et seq.* and the Minnesota Government Data Practices Act, § 13, *et seq.*

Section 2.

This ordinance shall take effect after the approval by the city council and publishing in the official newspaper.

The Maplewood City Council approved this ordinance revision on _____.

Mayor

Attest:

City Clerk

MEMORANDUM

TO: James Antonen, City Manager
 FROM: Michael Martin, AICP, Planner
 Charles Ahl, Assistant City Manager
**SUBJECT: Conditional Use Permit Review, T-Mobile Cellular Telephone
 Tower – Harmony Learning Center**
 LOCATION: 1961 County Road C East
 DATE: December 4, 2012

INTRODUCTION

The conditional use permit (CUP) for the telecommunications monopole at 1961 County Road C East is due for review. The CUP is to operate a monopole on the site with ground equipment. (See the maps and the city council minutes attached to this report.)

BACKGROUND

On December 14, 2009, the council approved the following for this site:

1. A conditional use permit (CUP) for a tower and related equipment at a school. Section 44-1321(b)(2)b of the city code requires a conditional use permit for communications towers located at a school
2. The tower design and site plan.

On December 13, 2010, the city council reviewed the CUP and agreed to review again in one year to ensure continued compliance.

On November 28, 2011, the city council reviewed the CUP and agreed to review again in one year to ensure continued compliance.

DISCUSSION

In the summer of 2011, staff inspected the site and found the landscaping surrounding the tower site mostly dead. The applicant replaced all the required vegetation. Again this summer, staff inspected the site and found some of the required landscaping dead. The applicant was quick to respond and now the landscaping is healthy and meeting the conditions of approval. Staff recommends reviewing this permit again in one year to ensure the site continues to meet the conditions of approval and that the landscaping remains healthy.

RECOMMENDATION

Review the CUP for the monopole at 1961 County Road C East again in one year.

P:\SEC2S\1961 Co Rd C\Monopole CUP\TMobile_CUPReview_121012

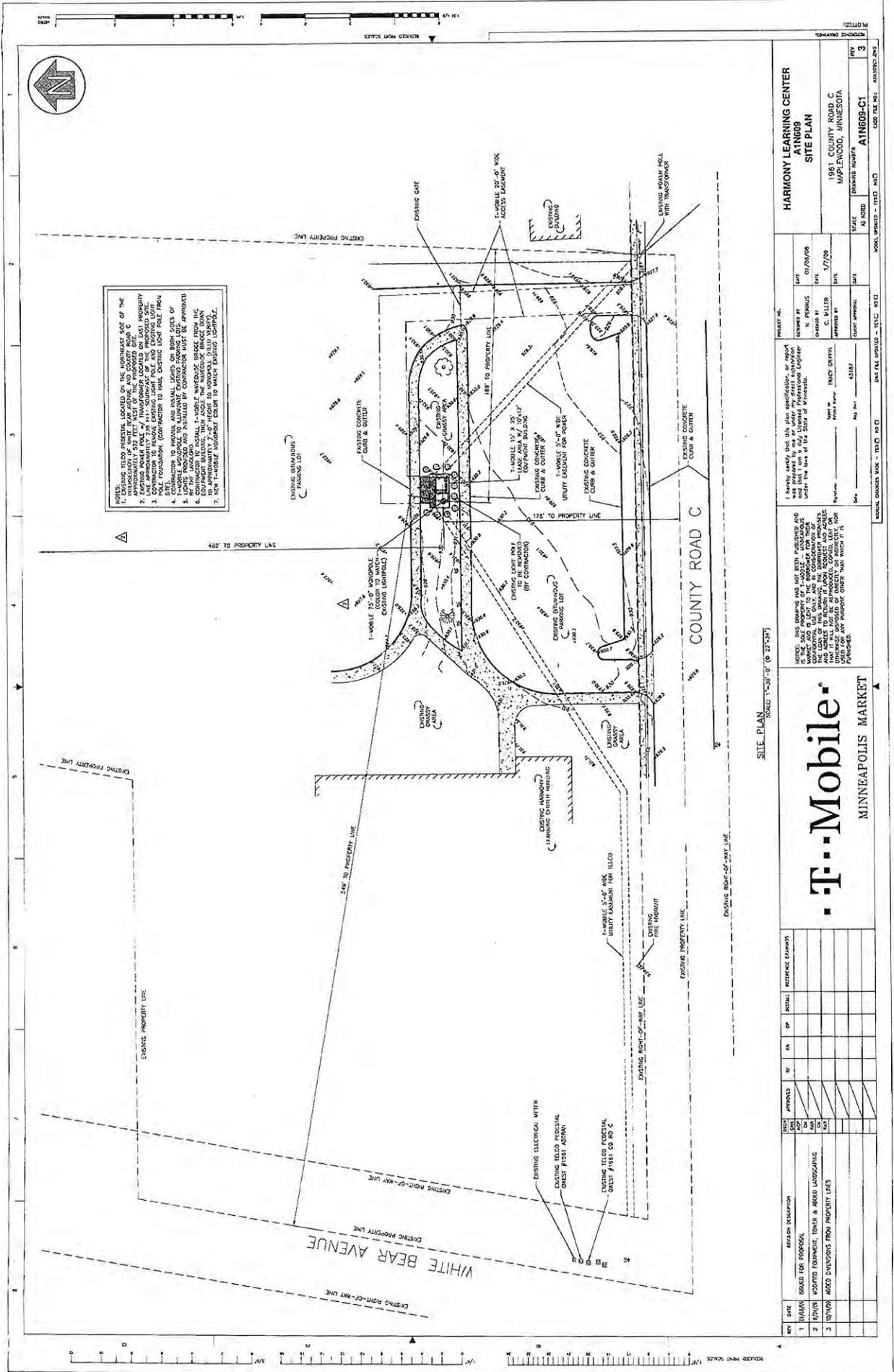
Attachments:

1. Location Map
2. Site Plan, dated October 14, 2009
3. December 14, 2009 CUP Conditions

T-Mobile — Request for Conditional Use Permit and CDRB Review



Figure One — Location Map
City of Maplewood
April 8, 2009



NOTES:

1. ALL DIMENSIONS ARE TO THE EXTERIOR FACE OF THE WALLS UNLESS OTHERWISE NOTED.
2. EXISTING CONCRETE CURB & GUTTER TO REMAIN.
3. EXISTING 12" DIA. MANHOLE TO REMAIN.
4. CONTRACTOR TO IMPROVE AND INSTALL LIGHTS ON BOTH SIDES OF THE BUILDING.
5. LIGHTS PROVIDED AND INSTALLED BY CONTRACTOR MUST BE APPROVED BY THE CITY OF MINNEAPOLIS.
6. CONTRACTOR TO INSTALL 1" WIDE WYDOWALE BRIDGE FROM THE EXISTING 12" DIA. MANHOLE TO THE NEW 12" DIA. MANHOLE.
7. NEW 1" WIDE WYDOWALE BRIDGE TO MATCH EXISTING IDENTICAL.

SITE PLAN
SCALE: 1"=30'-0" (© 2013)

HARMONY LEARNING CENTER
ATINGS
SITE PLAN

| | |
|----------------|-----------|
| PROJECT NO. | DATE |
| N. PERMITS | 01/24/09 |
| DESIGNED BY | DATE |
| C. MILLER | 1/7/09 |
| APPROVED BY | DATE |
| TRACY GAYTON | |
| SCALE | AS SHOWN |
| DATE | 1/7/09 |
| PROJECT NUMBER | ATINGS-C1 |
| REV | 3 |

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed professional engineer under the laws of the State of Minnesota.

T-Mobile
MINNEAPOLIS MARKET

| REV | DATE | REVISION DESCRIPTION | DESIGN | APPROVED | BY | IN | OF | TOTAL | REFERENCE (S) |
|-----|----------|--|--------|----------|----|----|----|-------|---------------|
| 1 | 01/24/09 | ISSUED FOR PERMITS | | | | | | | |
| 2 | 01/24/09 | MODIFIED EQUIPMENT, TOWER & MOBILE LANDSCAPING | | | | | | | |
| 3 | 01/24/09 | MOVED DIVISIONS FROM PROPERTY LINES | | | | | | | |

MINUTES
MAPLEWOOD CITY COUNCIL
 6:30 p.m., Monday, December 14, 2009
 Council Chambers, City Hall
 Meeting No. 24-09

L. NEW BUSINESS

1. **T-Mobile Tower – Conditional Use Permit And Design Review, 1961 County Road C (This item was heard out of order before L1. due to the request of Mayor Longrie)**

Councilmember Rossbach recused himself from the discussion due to a potential conflict of interest.

- a. Planner, Michael Martin gave the report and answered questions of the council.
- b. CDRB Boardmember, Mike Mireau, 1884 Ferndale Street, Maplewood gave the report from the CDRB.
- c. Attorney, Julie Perrus, Larkin, Hoffman, Daly & Lindgren, addressed and answered questions of the council.
- d. RF Engineer with T-Mobile, Thierry Colson addressed and answered questions of the council.
- e. Pat Conlin, FMHC Corporation addressed answered questions of the council.
- f. Linda Olson, 2005 County Road C East, Maplewood addressed and answered questions of the council.

Mayor Longrie opened the discussion to the public. The following person was heard.

1. Mark Jenkins, 830 New Century Boulevard South, Maplewood addressed the council.

Councilmember Nephew moved to approve the Conditional Use Permit and Design Review for T-Mobile Tower at 1961 County Road C. (With the exception that the fencing be an 8 foot non-chainlink fence and a couple different alternative fencing materials should be provided and brought to the CDRB for review. The material should be something that weathers better than cedar fencing. Also that if any landscaping or plantings that die they be replaced pursuant city policy and standards.

CONDITIONAL USE PERMIT REVISION RESOLUTION 09-12-303

WHEREAS, Amy Dresch, of FMHC Corporation and representing T-Mobile, applied for a conditional use permit to install a 75-foot-tall telecommunications tower and related equipment.

WHEREAS, this permit applies to 1961 County Road C East. The legal description is:

That part of the Southwest ¼ of Section 2, Township 29, Range 22, Ramsey County. More particularly described as: Beginning at the intersection of White Bear Avenue and the South link of Said Southwest 1/4; thence northerly on said center line 420.55 feet; thence east parallel with

said South line 311 feet; thence northerly parallel with said center line 140 feet; thence north 107.07 feet, thence east 391.55 feet to a point 658.95 feet north of said South line; thence to said South line at a point 200 feet west of said $\frac{1}{4}$ corner; then West to the point of beginning.

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

1. On May 19, 2009, the planning commission held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave persons at the hearing a chance to speak and present written statements. The commission also considered reports and recommendations of the city staff. The planning commission tabled their review and directed the applicant to consider alternative locations for the proposed telecommunications tower.
2. On November 17, 2009, the planning commission continued their review of the proposed conditional use permit for a telecommunications tower and recommended that the city council approve this request.
3. On December 14, 2009, the city council discussed the proposed conditional use permit. They considered reports and recommendations from the planning commission and city staff.

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

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

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city. Community development staff may approve minor changes.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. This conditional use permit is conditioned upon T-Mobile allowing the collocation of other provider's telecommunications equipment on the proposed tower. T-Mobile shall submit a letter to staff allowing collocation before a building permit can be issued.
5. If any required landscaping dies plantings must be replaced per city policy and standards.

The Maplewood City Council approved this resolution on December 14, 2009.

Mayor Longrie added a friendly amendment that the provision that any landscaping or plantings that die that they be replaced pursuant city policy and standards.

Seconded by Mayor Longrie.

Ayes – Mayor Longrie,
Councilmember

Nephew

Nay – Councilmember

Juenemann

Councilmember Nephew accepted the friendly amendment.

Councilmember Rossbach had recused himself from the agenda item.

Councilmember Hjelle left the meeting at 9:10 p.m. and was not present to vote on this.

The motion passed.

MEMORANDUM

TO: James Antonen, City Manager
FROM: Michael Martin, AICP, Planner
Chuck Ahl, Assistant City Manager
SUBJECT: **Conditional Use Permit Review – St. Paul Hmong Alliance Church**
LOCATION: 1770 McMenemy Street
DATE: December 4, 2012

INTRODUCTION

The conditional use permit (CUP) for the St. Paul Hmong Alliance Church is due for its annual review.

BACKGROUND

On November 24, 1986, the city council granted a conditional use permit for a church at this location.

On May 12, 1997, the city council approved a CUP revision and the design plans for this site. These requests were for the church to expand their building by adding space for Sunday school and a solarium to the front of the church.

On July 8, 2002, the city council approved a CUP revision and design plans for this site. These requests were for the church to expand their parking lot to the south and to add a playground to their property.

On December 12, 2011, the city council approved a CUP revision and design plans for this site. These requests were for the church to add onto the building, enlarge the parking lot and to provide a driveway connection to DeSoto Street.

Code Requirements

Section 44-1099 of the zoning code states the proposed construction must be substantially started or the proposed use utilized within one year of council approval or the conditional use permit shall become null and void. The council may grant up to one one-year extension of the permit if just cause is shown.

Section 44-1100(a) of the zoning code states CUPs shall be reviewed by the city council within one year of approval. At the one-year review, the council may specify an indefinite term for a subsequent review or a specific term not to exceed five years.

DISCUSSION

The project has been delayed by the church's efforts to finance the improvements. The applicant has submitted a letter, attached to this report, to the city stating it believes it will soon have its financing in order and will be able to proceed with the project in the spring of 2013. During the past year, the applicant's design representatives have continued to work with planning and engineering staff on meeting the city council's conditions of approval. These efforts have

demonstrated to staff the applicant still has the intention of moving forward with the project as proposed.

Code requires construction to be substantially started within one year or the CUP becomes invalid but council can extend this approval for another year with just cause. Staff believes with this being a fairly large project for a church that it is reasonable that financing would take time and the applicant's continued meeting with staff has demonstrated a commitment to this project and should receive the year extension of the original CUP approval.

RECOMMENDATION

Extend the approval of the conditional use permit for the St. Paul Hmong Alliance Church and review again in one year.

P:\SEC17\1770 McMenemy\2011_CUP Review and Design Review\Homng Alliance Church Expansion_121012

Attachments:

1. Location Map
2. Site Plan
3. Letter from Applicant
4. December 12, 2011 City Council Minutes



St. Paul Hmong Alliance Church CUP Revision and Design Review

Location Map and Aerial Photo



ST PAUL HMONG ALLIANCE CHURCH ADDITION
 1770 McMENEMY STREET
 MAPLEWOOD, MN 55117



VEDI ASSOCIATES, INC.
 1135 WASHINGTON AVENUE SOUTH
 SUITE 100
 MINNEAPOLIS, MN 55415
 TEL: 612.338.8821 FAX: 612.338.8277
 WWW.VEDIASSOCIATES.COM

RELEASE / REVISION:

CAR TABULATION
 350 FULL SIZE: 9'-6"
 9 H.C.
 359 TOTAL PARKING

SITE PLAN

CUP.1



VEDI ASSOCIATES, INC.

ARCHITECTURE | ENGINEERING | PARKING | RESTORATION
1129 Washington Avenue South | Minneapolis, MN 55415 | USA
phone: 612.333.4670 | fax: 612.333.6797 | www.vediassociates.com

December 3, 2012

Michael Martin, AICP
Planner – City of Maplewood
1830 County Road B
Maplewood, MN 55109

RE: St. Paul Hmong Alliance Church CUP

Dear Mr. Martin:

This is follow-up to your email from November 29, 2012 regarding extension of the CUP for an additional year.

The church is still working through the conditions of the loan with their financing company. The church's loan should be approved early 2013.

The church anticipates starting construction in spring 2013.

Please do not hesitate in contacting me with any questions.

Thank you,

VEDI ASSOCIATES, INC.

Puneet Vedi, AIA, LEED GA
Senior Associate / Architect

MINUTES
MAPLEWOOD CITY COUNCIL
 7:00 p.m., Monday, December 12, 2011
 Council Chambers, City Hall
 Meeting No. 24-11

J. NEW BUSINESS

1. Conditional Use Permit Revision and Design Review, St. Paul Hmong Alliance Church, 1770 McMenemy Street (Simple Majority Vote Required)

City Planner Ekstrand present the staff report and answered questions of the council. Staff Engineer Kummer answered questions of the council. Planning Commissioner Al Bierbaum addressed the council and gave the Planning Commission report and answered questions of the council. Puneex Vedi from Vedi Associates addressed and answered questions of the council. Jason Lamers from the Community Design Review Board addressed the council and gave the report from the Community Design Review Board.

Councilmember Llanas moved to approve the Resolution for the Conditional Use Permit Revision and Design Review, St. Paul Hmong Alliance Church, 1770 McMenemy Street with Amendments made by Mayor Rossbach.

RESOLUTION 11-12-668
 Conditional Use Permit Revision Conditions and Resolution
 as made by the City Council on 12 12 11
 for the St. Paul Hmong Alliance Church Church Expansion Proposal

- A. Adopt the resolution revising the conditional use permit for the church at 1770 McMenemy Street. This permit is based on the standards for approval required by the code and subject to the following conditions:
1. All construction shall follow the site plan approved by the city date-stamped October 26, 2011, subject to any conditions required by the Community Design Review Board upon their review of plan revisions to be submitted by the applicant. Staff may approve minor changes. This approval includes the parking lot expansion, the new driveway to DeSoto Street and the proposed building additions.
 2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
 3. The applicant shall regularly maintain the grounds and pick up all debris as well as maintain the decorative wood screening fences.
 4. The city council shall review this permit in one year.
 5. The city council may require the church to limit seating capacity in the main sanctuary if a parking shortage develops.
 6. The city council may require the church to make changes to the site, if the council deems it necessary or prudent, during future reviews of the conditional use permit.
 7. The church shall provide a six-foot-tall, solid decorative wood fence, or an equivalent buffer that complies with the city code requirements, to screen the parking lots on the south, west and east sides of the site. Staff will consider a reduction in the number of

trees in lieu of the screening fence. The screening plans shall take into account the grade of the site and that of the adjacent properties.

8. The gate at the proposed DeSoto Street entrance must be closed at all times, except for Sundays and during holiday services. The applicant shall provide an annual schedule at the first of each year to the property owners along DeSoto Street indicating the days and times the DeSoto Street driveway will be un gated and open for church use. This schedule must indicate dates, other than Sundays, that the applicant would plan to open the gate for access.
- B. Approve the plans date-stamped October 26, 2011, along with any subsequent conditions by the community design review board upon their review of the required plan revisions by the applicant, for the parking lot expansion, new driveway and building additions at the St. Paul Hmong Alliance Church, 1770 McMenemy Street. The property owner shall meet the following conditions:
1. Repeat this review in two years if the city has not issued a permit for this expansion.
 2. Before getting a grading and building permit, the applicant shall provide the community design review board with:
 - a. A revised site and landscape plan that shows the following:
 - (1) The applicant shall submit a revised landscape plan that lists the plantings proposed in the basins. The plan should specify the number, species, and size of plantings.
 - (2) The applicant must submit a revised landscape plan showing the size of the replacement trees. This plan must comply with the requirements of the tree ordinance.
 - (3) Landscaped islands within the parking lot planted with trees.
 - (4) Building elevations which identify the proposed building materials at a sufficient scale to depict architectural details such as seems in building materials.
 - (5) Location of the underground irrigation system as required by code.
 - (6) A plan for the installation of a six-foot-tall, solid wood screening fence on the south, west and east sides of the site, or an equivalent buffer that would meet code requirements, where the parking lot abuts residential properties. Staff will consider a reduction in the number of trees in lieu of the screening fence. The screening plans shall take into account the grade of the site and that of adjacent properties.
 - (7) Verification that all setback requirements would be met, specifically, providing a 100-foot building setback from the north property line.
 - b. Provide a grading, drainage, utility and erosion control plan to the city engineer for approval. The erosion control plan shall meet ordinance requirements and all the plans shall meet the requirements of the city engineer.
 - c. A trash container enclosure plan. The trash enclosure must be compatible with the building and include a 100 percent opaque gate.
 3. Resod the lawn that is disturbed by construction activities.

4. Construct the required trash container enclosure.
5. Install a stop sign and speed bumps on the new driveway to DeSoto Street.
6. Before obtaining permits for grading and construction, the applicant shall provide staff with a check or an irrevocable letter of credit in the amount of 125 percent of completing landscaping and site improvements.
7. All work shall follow the approved plans. Staff may approve minor changes.
8. Comply with all requirements of the city's engineering report dated November 11, 2011 by Steve Kummer, staff engineer.
9. Comply with all requirements of the assistant fire chief and building official.

The Maplewood City Council approved this resolution on December 12, 2011.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

AGENDA REPORT

To: City Manager James Antonen
From: Acting Chief of Police David Kvam
Subject: Resolution Accepting Donation to Volunteers in Police Service From the CenturyLink Clarke M. Williams Foundation
Date: December 3, 2012

Introduction

The Volunteers in Police Service (VIPS) have received a donation from the CenturyLink Clarke M. Williams Foundation, and City Council approval is needed before this donation can be accepted.

Background

A member of the Police Department's Volunteers in Police Service program is an employee of CenturyLink, and the CenturyLink Clarke M. Williams Foundation has made a \$500 donation to our Volunteers in Police Service in recognition of her volunteerism to her community as part of their Matching Time Grant program.

CenturyLink has asked that the funds from this donation be used for our Volunteers in Police Service program.

Budget Impact

The necessary budget adjustments would have to be made to expend these funds for the stated purpose.

Recommendation

It is recommended that City Council approval be given to accept this donation from the CenturyLink Clarke M. Williams Foundation to the Maplewood Police Department Volunteers in Police Service program.

Action Required

Submit to the City Council for review and approval.

DAK:js

Attachment

RESOLUTION AUTHORIZING GIFT TO CITY

WHEREAS, Maplewood is AUTHORIZED to receive and accept grants, gifts and devices of real and personal property and maintain the same for the benefit of the citizens and pursuant to the donor’s terms if so-prescribed, and;

WHEREAS, the CenturyLink Clarke M. Williams Foundation wishes to grant the City of Maplewood the following: \$500, and;

WHEREAS, the CenturyLink Clarke M. Williams Foundation has instructed that the City will be required to use the aforementioned for: the Maplewood Police Department Volunteers in Police Service (VIPS) program, and;

WHEREAS, the City of Maplewood has agreed to use the subject of this resolution for the purposes and under the terms prescribed, and;

WHEREAS, the City agrees that it will accept the gift by a super majority of its governing body’s membership pursuant to Minnesota Statute §465.03;

NOW, THEREFORE, BE IT RESOLVED, pursuant to Minnesota Statute §465.03, that the Maplewood City Council approves, receives and accepts the gift aforementioned and under such terms and conditions as may be requested or required.

The Maplewood City Council passed this resolution by a super majority vote of its membership on _____, 20_____.

Signed:

Signed:

Witnessed:

(Signature)

(Signature)

(Signature)

Mayor
(Title)

Chief of Police
(Title)

City Clerk
(Title)

(Date)

(Date)

(Date)

AGENDA REPORT

To: City Manager James Antonen
From: Acting Chief of Police David Kvam
Subject: Approval to Purchase 2013 Unmarked Police Vehicle
Date: December 3, 2012

Introduction

The Police Department is requesting approval to purchase one new 2013 Ford Police Interceptor sedan.

Background

The Police Department would like to purchase one 2013 Ford Police Interceptor sedan to be used as an unmarked vehicle. The State contract price for this vehicle is \$24,715.61.

Budget Impact

Funding for the purchase of this vehicle, as part of the department's fleet rotation, was budgeted for and approved in the 2012 budget.

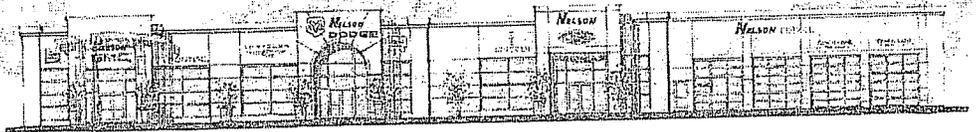
Recommendation

It is recommended that authorization be given to purchase one 2013 Ford Police Interceptor sedan.

Action Required

Submit to the City Council for review and approval.

DAK:js



Fleet Department

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338
 218-998-8866 • 800-477-3013 Ext. 8866 • Fax 218-998-8813 • www.nelsonfergusfalls.com

VEHICLE QUOTE NUMBER Maplewood P2M

Sold To: Maplewood, MN, City of
 Attn: Dave Kvam, Dep. Chief
 Address: 1830 County Rd B East
 Maplewood, MN 55109

Date: 11/20/2012
 Phone: 651-249-2603
 FAX: 651-249-2699
 Salesperson: Sue Kaden

Key Code: Ignition/Door:

| Stock No. | Year | Make | Model | New/Used | Vehicle ID Number |
|--------------|------|-------------|--------------------------------|----------|-------------------|
| Maplewood P: | 2013 | Ford Police | Intercept 4dr Police Sedan | New | 0 |
| | | | Color: Black/Black cloth/vinyl | | |

| | | |
|---|----------------|-------------|
| Price of Vehicle | Contract 37669 | \$23,417.61 |
| Options & Extras | | \$1,298.00 |
| Add for Dept. options per specs | | \$680.00 |
| Dealer installed options | | \$598.00 |
| -Dealer installed Taurus chrome grille surround, plus silver finish above | | |

| | |
|--|---------|
| Transit Improvement Vehicle Excise Tax | \$20.00 |
|--|---------|

Delivery

Subtotal

\$24,715.61

Trade - In

Total Cash Price

\$24,715.61

Your Purchase Order #

Project # MN Contract 37669

Thanks for your business!

Ship To / Lessee / End User: Maplewood, MN, City of
 Dave Kvam, Dep. Chief
 Police Dept.
 1830 County Rd B East
 Maplewood, MN 55109

Phone: 651-249-2603
 FAX: 651-249-2699

Signed _____ and initialed _____

Printed Name _____ and Date _____

Maplewood P2M UM.123 11/20/2012

• Equal Employment Opportunity/Affirmative Action Employer •

Customer: Maplewood Police Dept.
 Attn. (Name, Title) Dave Kvam, Dep. Chief
 Dept Police Dept.
 Address: 1830 County Road B East
Maplewood, MN 55109
 Phone: 651-249-2603
 Fax: 651-249-2699
 email dave.kvam@ci.maplewood.mn.us
MN Contract 37669

Nelson Auto Center

Fleet Department
 PO Box 338
 Fergus Falls, MN 56538-0338
 Sue Kaden Gerry Worner
 Phone: 218-998-8864 Phone: 218-998-8866
 Fax: 218-998-8813 Fax: 218-998-8813
 sue.fleet@ymail.com gerryworner@nelsonfergusfalls.com
Line 1 Marked Sedan

| | | | |
|--|------------|--------------|-------------|
| 2013 Ford Police Interceptor Sedan | P2M | \$23,417.61 | \$23,417.61 |
| All Wheel Drive Police 4 door sedan | | | |
| Electronics tray, full width slide-out in trunk (w/o fan) | 620 | \$202.00 | |
| Cloth rear seat, instead of standard vinyl rear seat | 88C | \$50.00 | |
| Rear view camera | 778 | \$202.00 | |
| Engine block heater | x 41H | \$29.00 | 29.00 |
| Delete carpet floor covering; std. full rubber floor instead | - 171 | (\$105.00) | |
| LH spotlamp halogen bulb | 21D | \$176.00 | |
| Dual spotlamps w/halogen bulbs | 21P | \$323.00 | |
| LH spotlamp w/LED bulb | 21L | \$286.00 | |
| Dual spotlamps w/LED bulbs | 218 | \$508.00 | |
| Radio Noise Suppression bonding straps | x 20P | \$80.00 | 80.00 |
| keyed alike (like Crown Vic) 1284X | 438 | \$42.00 | |
| keyed alike (like Crown Vic) 0135X | 43D | \$42.00 | |
| keyed alike (like Crown Vic) 1435X | 43E | \$42.00 | |
| keyed alike (like Crown Vic) 0576X | 43F | \$42.00 | |
| keyed alike (new code) 1111X | 43J | \$42.00 | |
| Pre wiring for grille lamp, siren & speaker | 51G | \$42.00 | |
| Speed Limited Calibration w/EcoBoost V6 131 mph top speed | 12T | \$0.00 | |
| EcoBoost V6 engine (req. AWD) 148 mph top speed | 99T | \$2,745.00 | |
| Wheel covers 18" full face | x 64L | \$50.00 | 50 |
| Remote keyless entry keyfob (w/o keypad; N/A w/keyed alike) | x 60P | \$214.00 | 214 |
| License Plate brakdet- front (Std for MN) | x 153 | \$0.00 | 0 |
| Front wheel drive instead of standard all wheel drive | -P2M, +P2L | (\$1,000.00) | |
| Lockable gas cap for Easy Fuel Capless Fuel Filler | 98K | \$17.00 | |
| BLIS Blind spot monitoring w/cross traffic alert, in Heated Mirrors | 558 | \$399.00 | |
| Four switches on steering wheel (w/o SYNC, 47J) | 47J | \$126.00 | |
| Four switches on steering wheel (w/SYNC, 47K) | 47K | \$126.00 | |
| 100 Watt siren/speaker includes bracket & pigtail | 96P | \$244.00 | |
| Garnet Red Clearcoat for MN State Patrol | 58MOO | \$616.00 | |
| Two tone with vinyl on roof and 4 doors | 141 | \$689.00 | |
| Two tone with vinyl on roof, hood, and trunklid | 142 | \$689.00 | |
| Two tone with vinyl on roof and 2 front doors | 143 | \$575.00 | |
| Dealer installed pinstripping, .25" wide dual pinstripes | PSTRIPE | \$45.00 | |
| Additional owners manual | OMANUAL | \$85.00 | |
| Service/Driveability/Emissions/Electrical Manuals (late avail) | S MANUAL | \$487.00 | |
| Extended Warranty, Ford Extended Service Plan \$2500 to \$5500; will quote | ESP | | |
| Page 1 subtotal | | | \$23,417.61 |

Nelson Auto Center

Customer: _____

Attn.: (Name, Title) _____
 Dept _____
 Address _____

Police Dept.

Fleet Department

PO Box 338

Fergus Falls, MN 56538-0338

Sue Kaden

Gerry Worner

Phone: 218-998-8864

Phone: 218-998-8866

Fax: 218-998-8813

Fax: 218-998-8813

Phone: _____

Fax: _____

email _____

sue.fleet@ymail.com

gerryworner@nelsonfergusfalls.com

Line 1 Marked Sedan

Page 1 subtotal

\$23,417.61

Additional Factory options:

| | | | | |
|---|---|------------|------------|-------------|
| Police Interior Upgrade (cloth rear seat, carpet front/rear w/4 mats, console) | x | 12P | \$319.00 | 319 |
| rear console plate | | 970 | \$29.00 | |
| Ballistic door panels, driver door only | | 65E | \$1,302.00 | |
| Ballistic door panels, both front doors | | 65C | \$2,600.00 | |
| Trunk storage vault w/lockable door | | | | |
| rear window switches inoperative | | 19T | \$101.00 | |
| Rear locks operable, but rear door handles inoperable | | 670 | \$21.00 | |
| Delete rear door locks & handles inoperable (allows them to work) | x | -18G, +18L | \$0.00 | 0 |
| Courtesy lamps disabled (Dark car feature) | x | -18G | (\$29.00) | (29) |
| Perimeter anti theft alarm (activated by hood, door, decklid) | x | 13C | \$17.00 | 17.00 |
| Reverse sensing | | 598 | \$101.00 | |
| | | 76R | \$248.00 | |
| SYNC Voice Activated Communication System (Req. 76R Reverse Sensing \$248) | | 53M | \$248.00 | |
| Trunk circulation fan mounted on package tray (must order tray, code 620) | | 97T | \$50.00 | |
| Daytime running lamps | | 942 | \$42.00 | |
| Delete Police Interceptor Badge (for unmarked car) | x | 190 | \$0.00 | 0 |
| Vinyl Word "POLICE" wrap on both sides for 2 tone effect | | 144 | \$651.00 | |
| Lock plunger for doors, hidden | | 638 | \$113.00 | |
| Lock plunger for doors, hidden, and rear door handles inoperable | | 63P | \$130.00 | |
| Lockable gas cap for Easy Fuel capless fuel filler | | 98K | \$17.00 | |
| Pkg. #1A Pre-Drilled holes only for LEOs in headlamp housings | | 13P | \$101.00 | |
| Pkg. #1 Two front integrated LED lights in headlamps | | 661 | \$752.00 | |
| Pkg. #2 Two rear integrated LED lights in tail lamps | | 662 | \$349.00 | |
| Pkg. #3 Four flashing LEOs 2 in back window & 2 inside trunk lid | | 663 | \$399.00 | |
| Pkg. #4 Trunk tray & fan, grille pre-wire, rear plate, & major wiring harness | | 854 | \$601.00 | |
| Pkg. #5 Whelen PCC8R light controller, relay center, wiring, & Pkg. #4 | | 855 | \$1,348.00 | |
| Pkg. #6 Whelen Cencom light controller, relay center, wiring, Pkgs. #1-5 & more | | 856 | \$2,999.00 | |
| Dealer Installed Items | | | | |
| Dealer installed keypad keyless entry (must have #595 or DI remote entry) | | KPAD | \$175.00 | |
| Dealer installed keyless entry (available with any keyed alike code) | | KLES | \$290.00 | |
| Dealer installed remote start and keyless entry (avail. w/keyed alike) | | RSTRT | \$475.00 | |
| Dealer installed vinyl wrap on 4 doors for two tone Dealer | | WRAP4 | \$385.00 | |
| installed vinyl wrap on 2 front doors for two tone Dealer | | WRAP2 | \$235.00 | |
| installed vinyl wrap on 4 doors & roof for two tone Dealer | | WRAP4R | \$535.00 | |
| installed 2" receiver hitch w/4 wire flat harness | | HITCH4 | \$485.00 | |
| Dealer provided matte silver finish on grille instead of std. matte black | | SGRIL | \$298.00 | |
| Dealer installed Taurus chrome grille surround, plus silver finish above | x | CGRIL | \$598.00 | 598 |
| Police upfit options available-- will quote; Setina subject to price increase -1/19/12 | | | | |
| Push Bumper, Setina PB 400, installed | | PB400 | \$523.00 | |
| Setina partition w/recesssed gun panel w/lower extensions | | CAGER | \$899.00 | |
| Setina partition w/o recesssed gun panel w/lower extensions | | CAGE | \$843.00 | |
| Flashers, Sound Off 2 white (headlights), 2 red (taillights) | | 4FLASH | \$597.00 | |
| Extra key (w/o microchip, simple "dumb" key) each | | KEY | \$5.00 | |
| Transit Improvement Vehicle Excise Tax on any delivery within Anoka, Dakota, Hennepin, Ramsey or Washington Counties; only marked vehicles exempt | x | TIVET | \$20.00 | 20 |
| Option to pick up car in Fergus Falls, MN | | | (\$45.00) | |
| Total pages 1 and 2 | | | | \$23,417.61 |

AGENDA REPORT

To: City Manager James Antonen
From: Acting Chief of Police David Kvam
Subject: Approval of 2013 Youth Service Bureau Service Agreement
Date: December 3, 2012

Introduction

The Maplewood Police Department is requesting City Council approval to renew an agreement with the Youth Service Bureau to provide diversion services for juvenile offenders in 2013.

Background

Since 2009, the Police Department has contracted with the Youth Service Bureau as the provider for juvenile diversion services for first-time juvenile offenders. These juveniles are referred to the Youth Service Bureau by our department for involvement in incidents such as theft, alcohol/drug use, arson, and anger/violence issues. The juveniles and their parent(s) then meet with a staff member at the Youth Service Bureau, and they are assigned to the appropriate diversion (such as serving community service hours or attending one of their awareness classes). This allows the juveniles to learn there are consequences for their actions without having to be involved in the juvenile justice system. If a juvenile fails to successfully complete their assigned diversion, the Youth Service Bureau notifies our department; and the juvenile at that point would be petitioned to Juvenile Court. The Youth Service Bureau also provides counseling services as needed.

A copy of the 2013 service agreement is attached.

This service agreement has been reviewed and approved by the City Attorney.

Recommendation

It is recommended that the City Council approve the 2013 service agreement with the Youth Service Bureau.

Action Required

Submit to the City Council for review and approval.

DAK:js

Attachment

**CITY OF MAPLEWOOD
YOUTH SERVICE BUREAU, INC.
PURCHASE OF SERVICE AGREEMENT**

The City of Maplewood, through its Police Department, City Hall, 1830 County Road B East, Maplewood, MN 55109, hereinafter referred to as the "City," and Youth Service Bureau, Inc., 101 West Pine Street, Stillwater, Minnesota, 55082, hereinafter referred to as the "Contractor," enter into this agreement for the period from January 1, 2013, to December 31, 2013.

WHEREAS, the mission of the Maplewood Police Department is to build safer communities by repairing the harm from, reducing the risk of, and involving the community in the resolution of juvenile crime;

WHEREAS, the Maplewood Police Department is committed to using community-based approaches to strengthen individuals, families, and community;

WHEREAS, the Maplewood Police Department has identified the following outcomes for juvenile diversion and early intervention:

Juvenile offenders will be held accountable for their actions by engaging in activities that repair the harm done to the victim and community and will participate in programs that promote an increased understanding of the impact of their offense on victims, communities, and themselves;

Crime victims will be notified of diversion proceedings; will have opportunities to provide input; and, if willing, will have the opportunity to participate in the process;

Community members will have active and direct involvement in programming;

WHEREAS, the City, pursuant to its goals of providing accountability and the most appropriate diversion and early intervention available to juvenile offenders, wishes to purchase services for youth involved in at-risk behavior from the Contractor to support these outcomes;

NOW, THEREFORE, the parties agree as follows:

1. Contractor's Duties – The Contractor agrees to the provision of the following services:
 - a. Recruit and support community work-service sites. Supervise and monitor community work-service clients who are ordered by the court and/or referred by the City and/or local law enforcement.
 - b. Educational and prevention programs, specifically as follows: chemical awareness, fire awareness, theft awareness, violence awareness, or another approved alternative. Eligible juveniles include those who are referred by the City or local law enforcement. The reason for the referral must be behavior or actions that could result in a local law enforcement report and a petition for delinquency.
 - c. Evaluation and counseling. Counseling services include crisis intervention, youth, and family and group counseling. Referrals will be made for psychological/psychiatric evaluation and long-term mental health treatment.

- d. The City agrees to provide victims of crimes diverted by local law enforcement the opportunity for direct or indirect involvement into how the juvenile should be held accountable, including consideration of the impact of the crime on the victim and any specific needs for restitution. When necessary, due to the offense, restitution will be determined and collected.
 - e. When possible and appropriate, facilitate restorative justice interventions, such as victim/offender mediation, family group conferencing, and/or community panels, so that juvenile offenders are held direct accountable to the victim and victimized community through some form of reparation.
2. Attachments and References – The Contractor agrees to provide the enumerated services in Exhibit A, which is attached and incorporated herein by reference.
 3. Cost and Delivery of Purchased Services – The total amount to be paid to the Contractor for services purchased under this agreement shall not exceed Twenty-Six Thousand Five Hundred Twenty Dollars (\$26,520.00). For these services, the City agrees to make quarterly payment(s) to the Contractor of Six Thousand Six Hundred and Thirty Dollars (\$6,630.00) on or about February 15, May 1, August 1 and November 1, 2013.
 4. Eligibility for Services – A Ramsey or Washington County resident between the ages of five and eighteen (or older if still in high school), their family members, and the victims of juvenile crime who are assessed to be appropriate shall be eligible for the services provided under the terms of this agreement.
 5. Evaluation, Reporting, and Information Requirements – The Contractor agrees to reasonable evaluations of its programs, employees, and volunteers and makes them available for review by the City if so requested. The Contractor agrees to comply with all reporting requirements as assigned by law, rule, or contract by the State of Minnesota and Ramsey County. The Contractor further agrees to abide by all laws and rules regarding confidentiality and data practices. The Contractor agrees to provide necessary information allowed by law and deemed necessary by the City and/or local law enforcement on referred cases.
 6. Indemnification – The Contractor agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents for all claims arising out of the Contractor's activities related to the services provided under this agreement up to the liability limits set forth in Minn. Stat. 466.04. The City will indemnify YSB, Inc., from and against all liability up to the liability limits set forth in Minn. Stat. 466.04. No other provision of this agreement shall serve to limit in any way the obligations of the Contractor to indemnify and defend the City under this clause.
 7. Insurance Requirements – The Contractor agrees that in order to protect it self, as well as the City, from claims arising out of the Contractor's activities under this agreement, it will at all times during the term of this agreement keep in force policies of insurance providing the following liabilities: professional liability insurance policy in the minimum amount of One Million Dollars (\$1,000,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (\$1,200,000) for bodily injury per occurrence; comprehensive general liability insurance policy in the minimum amount of One Million Dollars (\$1,000,000) bodily injury or death of one person; Two Million Dollars

(\$2,000,000) bodily injury per occurrence; One Million Dollars (\$1,000,000) property damage; automobile insurance, including non-owned and hired autos, in the minimum of One Million Dollars (\$1,000,000) bodily injury or death of one person; Two Million Dollars (\$2,000,000) bodily injury per occurrence; and One Million Dollars (\$1,000,000) property damage. The Contractor further agrees to maintain Workers' Compensation insurance in the statutory amounts. Additional coverage includes Comprehensive Umbrella at One Million (\$1,000,000) per occurrence. Certificates of Insurance showing the coverage listed herein shall be provided to the City prior to the effective date of this contract.

8. Data Privacy – All data collected, created, received, maintained, or disseminated for any purpose by the activities of the Contractor because of this agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as amended, the Minnesota Rule implementing such Act now in force or as adopted, as well as federal regulations on data privacy.
9. Record Disclosures/Monitoring – Pursuant to Minn. Stat. 16C.05, Subd. 5, the Contractor agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this agreement. The Contractor agrees to maintain these records for a period of three years from the date of termination of this agreement.
10. Nondiscrimination – During the performance of this agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, or national origin be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.
11. Independent Contractor – Nothing contained in this agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the City. No tenure or any rights or benefits, including Workers' Compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to City employees shall accrue to the Contractor or employees of the Contractor performing services under this agreement.
12. Conditions of the Parties' Obligation – This agreement may be canceled by either party at any time, with or without cause, upon 30 days' notice, in writing, delivered by mail, or in person. Any alterations, variations, modifications, or waivers of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this agreement.
13. Compliance With Law – The Contractor shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted insofar as they relate to the Contractor's performance of the provisions of this agreement.
14. Firearms – Unless specifically required by the terms of this contract, no provider of services pursuant to this contract, including, but not limited to, employees, agents, or subcontractors of the Contractor shall carry or possess a firearm on City



Improving young lives

Exhibit A

Diversion or Community Justice Services

GENERAL ASSESSMENT

1-2 hours

no fee

Client, parent(s), and Youth Service Bureau (YSB) staff participate in a meeting to determine appropriate services that fit a particular situation. A diversion plan is designed that may include community work service, awareness classes, individual/family counseling, AODA assessment/counseling, 90 day no-use-contract, apology letters, etc.

**General Assessments Typically take place at YSB offices.*

VICTIM-OFFENDER SERVICES

no fee

YSB staff will assess what restorative justice measures best meet the needs of the victim and the offender. They may include conferencing, educational intervention, or restitution services.

**Services generally take place at YSB locations. Exceptions are made to accommodate victims. Victim-offender services (conference) can also be held within local schools.*

COMMUNITY WORK SERVICE

no fee

YSB accepts referrals for and monitors juvenile community work service hours. Juveniles are required to sign a behavior contract that is enforced while on the worksite. Juveniles are also given a time sheet and evaluation that are returned to YSB on or before deadline. Staff assists in finding work-sites for juveniles, and periodically throughout the year offer community work crews (work crews are supervised by YSB staff). Referring party is notified when juvenile has completed hours.

**Community Work Service intake held at YSB offices. Periodically work crews are held and supervised by YSB staff in local communities.*

AWARENESS CLASSES

Bully Awareness Program (BAP)

2.5 hours

\$55.00 fee

This class helps identify what bullying-behavior really is, the impact it creates on others and on the bully, and what can be done about it. Practical parenting information is provided. Parental participation required.

Counseling Services

YSB offers youth focused family counseling. Sessions work on developing strategies to resolve immediate and future problems. We build on individual and family strengths, and coordination of services with others may be very helpful. Services can include individual, family and group sessions, which typically occur at a nearby YSB service location or sometimes at school.

YSB accepts most insurance or our services are also available on a sliding-fee scale basis; we are happy to help determine insurance coverage for families. We bill \$135/hour our professional counseling services; these services are provided by experienced and fully licensed, mental health professionals.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer / Public Works Director
Steven Love, Assistant City Engineer
SUBJECT: **Acceptance of Improvements within the City of Maplewood, Rice/36 Interchange Improvements, Project 09-07**
DATE: December 5, 2012

INTRODUCTION

The City Council will consider approving the attached resolution for the acceptance of Improvements within the City of Maplewood for the Rice/36 Interchange Improvements, City Project 09-07.

BACKGROUND

The contractor, Lunda Construction Company, has completed the project improvements. On February 22, 2010, the City Council ordered the improvements. On June 28, 2010, the council approved a resolution of concurrence with Ramsey County for the award of bid to Lunda Construction Company in the amount of \$16,590,088.00.

The City of Maplewood's share was expected to be \$120,000, as outlined in the cooperative agreement approved by the City Council on June 14, 2010. However, with bid prices at 20% below the original projections the City of Maplewood's total contribution and expenses to date is \$50,198.

BUDGET IMPACT

The current approved budget for the project is \$120,000. The current expenses incurred to date total \$50,198. This represents a cost savings of approximately 58%. No budget adjustment is needed as the contract closeout falls within budgeted contingencies. Once all financial transactions have been completed staff will bring back the final financial plan and recommend closure of the project fund.

RECOMMENDATION

Staff recommends that the City Council approve the attached Resolution for the Rice/36 Interchange Improvements, City Project 09-07, Approving the Acceptance of Improvements within the City of Maplewood.

Attachments:

1. Resolution Approving Final Payment and Acceptance of Project
2. Location Map

RESOLUTION
APPROVING ACCEPTANCE OF IMPROVEMENTS WITHING THE CITY OF MAPLEWOOD
PROJECT 09-07

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered Improvement Project 09-07, the Rice/36 Interchange Improvements, and has concurred with Ramsey County for the letting of a construction contract pursuant to Minnesota Statutes, Chapter 429, and

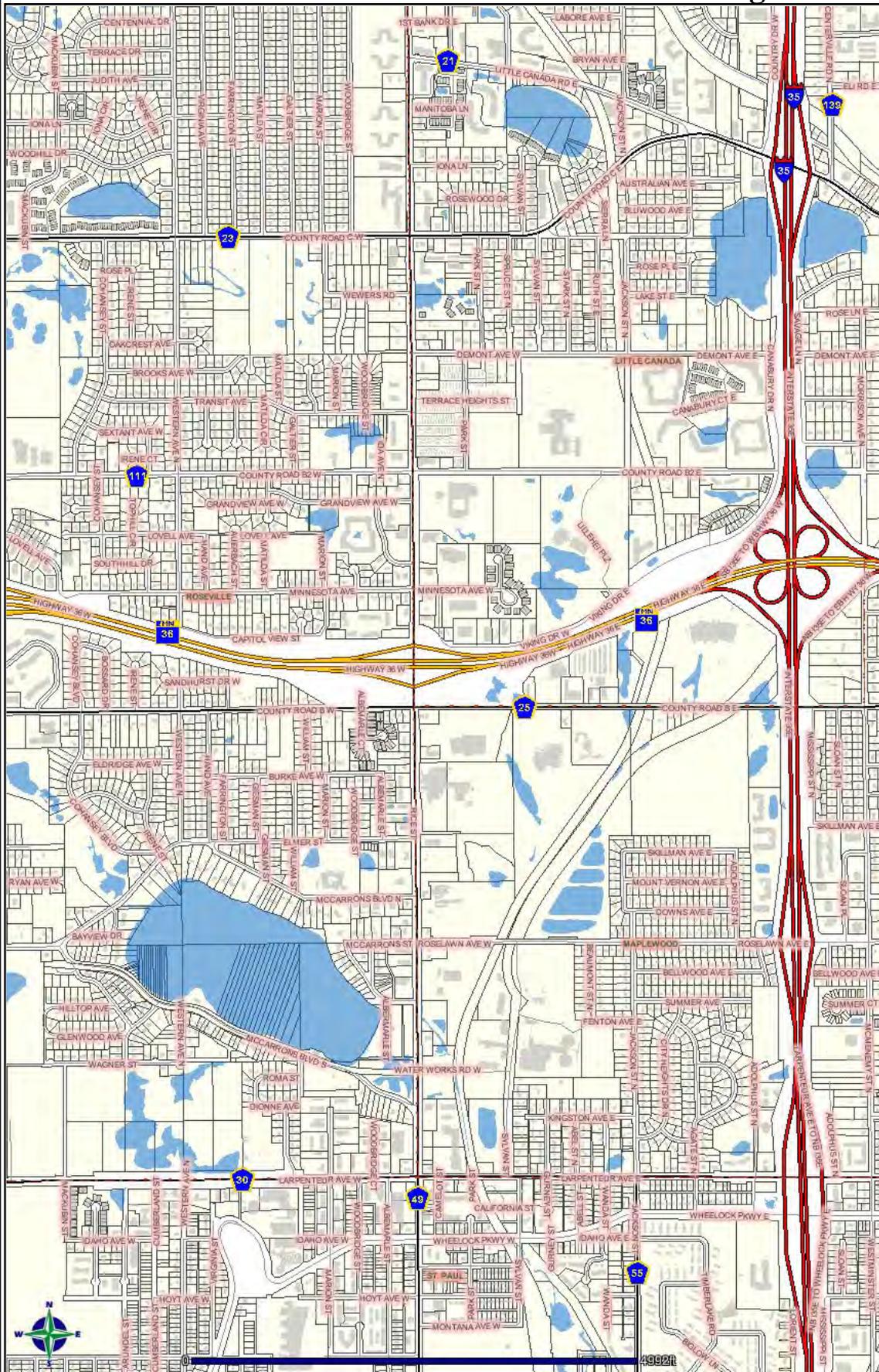
WHEREAS, the City Engineer for the City of Maplewood has determined that the Rice/36 Interchange Improvements, City Project 09-07, is complete and recommends acceptance of the improvements within the City of Maplewood.

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

1. City Project 09-07 is complete and these improvements are accepted by the city; and the City of Maplewood's final construction cost is \$50,198.

Approved this 10th day of December, 2012.

Rice Street / TH 36 Interchange



- Municipalities
- Road Centerlines (County)
- County Road
- Interstate Hwy
- State Hwy
- Roads
- Water
- Structures
- Parcel Polygons
- Highway Shields
- Street Name Labels

DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.
SOURCES: Ramsey County (November 2, 2009), The Lawrence Group/November 2, 2009 for County parcel and property records data; November 2009 for

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/ Public Works Director
Steven Love, Assistant City Engineer
SUBJECT: **Approval of the City of Maplewood ADA Transition Plan for Facilities within the Public Right-of-Way**
DATE: November 29, 2012

INTRODUCTION

The City Council will consider approving the City of Maplewood ADA Transition Plan for Facilities within the Public Right-of-Way.

BACKGROUND / DISCUSSION

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. This act requires the City of Maplewood to have and maintain an ADA Transition Plan. Since the adoption of the ADA, the City of Maplewood has striven to provide accessible pedestrian features that meet ADA standards within the public rights-of-ways.

The City of Maplewood's 2030 Comprehensive Plan provides a high level review of the existing pedestrian facilities and is a guiding document for future plans of trails, sidewalks, and bicycle routes. With each City Capital Improvement Project, scheduled street/utility project, and pedestrian facility maintenance project the City performs a detailed review of the existing facilities for ADA compliance and necessary upgrades.

The City of Maplewood ADA Transition Plan for Facilities within the Public Right-of-Way covers Maplewood's ADA policy for implementing improvements to the pedestrian facilities within the City's road rights-of-way. Additionally, the ADA Transition Plan provides information to residents on how to contact the City's ADA Coordinator and the process for requesting ADA upgrades to the current pedestrian facilities.

RECOMMENDATION

It is recommended that the City Council approve the attached City of Maplewood ADA Transition Plan for Facilities within the Public Right-of-Way.

Attachments:

1. City of Maplewood ADA Transition Plan for Facilities within the Public Right-of-Way

CITY of MAPLEWOOD ADA TRANSITION PLAN FOR FACILITIES WITHIN THE PUBLIC RIGHT-OF-WAY

Introduction

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. Since the adoption of the ADA, the City of Maplewood has striven to provide accessible pedestrian features that meet ADA standards within the public rights-of-ways.

This document has been created to specifically cover accessibility within the public rights of way and does not include information on City/County programs, practices, or building facilities not related to public rights of way.

Policy

The City of Maplewood's goal is to continue to provide accessible pedestrian design features as part of the City's 5 year Capital Improvement Plan (CIP) projects and maintenance projects. The standards and procedures will be kept up to date with nationwide and local best management practices.

The City of Maplewood will consider and respond to all accessibility improvement requests. All accessibility improvements that have been deemed reasonable will be scheduled consistent with transportation priorities. The City will coordinate with external agencies and contractors to ensure that all new or altered pedestrian facilities within City jurisdiction are ADA compliant to the maximum extent feasible.

Request for accessibility improvements should be directed to the ADA Coordinator at the Maplewood Public Works Engineering Department.

Improvement Schedule

Each year the city council approves a 5 year Capital Improvement Plan (CIP). ADA compliance and improvements are planned and incorporated into each of these CIP projects.

Self-Evaluation

The City, as part of its 2030 Comprehensive Plan, performed a high level review of the existing pedestrian facilities. The 2030 Comprehensive Plan is a guiding document for future plans of trails, sidewalks, and bicycle routes.

Each City CIP project, scheduled street/utility project, and pedestrian facility maintenance project the City performs a detailed review of the existing facilities for ADA compliance and which facilities require upgrades.

As additional information is made available as to the methods of providing ADA accessible features, the City will continue to update their procedures to accommodate these methods.

Public Outreach

Public meetings are held during the feasibility study for all CIP projects prior to design and construction to gather input from the public. Additionally input from residents regarding areas that are not part of a CIP project are evaluated on an individual basis. Information about ADA facilities and requirements within the public rights-of-way is also available on the city web site and in monthly news articles.

Grievance Procedure

If users of the City of Maplewood's facilities and services located within the public rights-of-way believe the City of Maplewood has not provided reasonable accommodations, they have the right to file a grievance.

A complaint from a citizen should be made in writing addressed to the attention of the ADA Coordinator. A response to the complaint will be made within thirty days. If the complainant feels that an equitable resolution has not been reached they may appeal to the City Council.

External Agency Coordination

Other agencies are responsible for some pedestrian facilities within the jurisdiction of the City of Maplewood. The City will coordinate with those agencies to ensure that any new or altered work on those facilities is ADA compliant to the maximum extent feasible.

ADA Coordinator

The ADA Coordinator may be contacted by calling the Public Works Engineering Department at 651-249-2400. All written correspondence shall be sent to the following address:

Attn: City of Maplewood ADA Coordinator
City of Maplewood
1902 County Road B East
Maplewood, MN 55109

Implementation Schedule

The City of Maplewood will utilize two methods for upgrading pedestrian facilities to the current ADA standards. The first and most comprehensive of the two methods are the scheduled street and utility improvement projects. All pedestrian facilities impacted by these projects will be upgraded to current ADA accessibility standards. The second method is stand alone pedestrian facility improvement projects performed by City maintenance staff.

Design Procedures

Curb ramps, blended transitions, sidewalks and trails will attempt to be constructed or upgraded to achieve compliance within all capital improvement and maintenance projects. There may be limitations which make it technically infeasible for an intersection corner or segments of sidewalks and trails to achieve full accessibility within the scope of any project. Additionally, the City will coordinate with other agencies for all signalized intersections to ensure that they meet ADA requirements to the maximum extent possible within the scope of any project. Regardless of if full compliance can be achieved or not, each intersection corner, sidewalk and trail, shall be made as compliant as possible in accordance with the judgment of the City Engineer and staff.

MEMORANDUM

TO: Jim Antonen, City Manager
Chuck Ahl, Assistant City Manager
FROM: Larry Farr, Chief Building Engineer
Reason: Approval of Additional "Audio System Upgrade Equipment" for Maplewood Community Center Banquet Rooms
DATE: December 10, 2012 City Council Meeting

INTRODUCTION

The Maplewood Community Center (MCC), Banquet Area was in need of an upgrade/improvement for their "Audio Visual Equipment" (AV) due to the age of the existing equipment and to stay competitive with other facilities. The decision was made and approved for upgrading the AV equipment while working within a limited dollar amount.

BACKGROUND

The existing AV equipment in the MCC Banquet area has had minor upgrades in the past that were piece meal and functioned as such. There have been issues with microphone operations/connections, projector issues, portable screen size, and the ability to hear and see presentation in the back of the room. Staff verified the concerns working with Tierney Brothers Inc. an AV company for recommendations and a solution to the issues. It was determined that the best solution was to replace most of the existing AV equipment with compatible equipment that included the following.

- 87" X 139" retractable screen in the front of Meeting Room C.
- Wireless remote overhead projector permanently mounted on the ceiling in Meeting Room C.
- Wireless microphone system to integrate with existing equipment.
- Wireless communication rack, and system equipment.
- Correct the existing wiring issues.
- Training of staff on the operation of the equipment.

It was determined after the installation was complete that the current microphones that were hard wired could not be used as hoped to tie into the wireless PA system.

DISCUSSION

The original project amount was \$19,163.09 once completed. With the determination that the system needed an additional two (2) amplifiers and one (1) receiver for the system to function wirelessly once completed. Tierney Brothers Inc. submitted a proposal for the additional equipment and installation expense of \$2,593.36. The original upgrade and requested additional equipment expense brings the combined/continuation of the project amount to \$21,756.45 which is over \$20,000 and requires council approval.

RECOMMENDATION

Staff is requesting city council approval to spend the additional \$2,593.39 to complete the project. The funds will come out of GL# 602-614-000-4430 Repair and Maintenance of Equipment.

My documents/council items/Approval of Additional "Audio System Upgrade Equipment" for Maplewood Community Center Banquet Rooms
Attachment: (2) Tierney Brothers Inc.



3300 University Avenue SE
 Minneapolis, MN 55414-3326
 www.tierneybrothers.com
 612.331.5500 ♦ 800.933.7337 ♦ 612.331.3424

Change Request Form

Date: November 26, 2012 PO: _____ Job: 527

Cust Code: 103483 Project Description: Community Center Main Room and Audio Upgrade

Company: Maplewood Community Center

Contact: Larry Farr Sales Rep: Heidi Harvey

Address: 2100 White Bear Ave Project Manager: Michael Obermueller

St Paul MN 55109

Phone: 651-755-3098 Fax: Return Signed to 612.331.3424

EQUIPMENT:

| Qty | Description | Quote | Extended |
|-----------------------|--|-----------|-------------|
| Contract Items | | | |
| 1 | EW112 G3 (SK100 G3 bodypack, ME 2 omni lavalier, EM100 G3 receiver) with GA3 rack-mount kit | \$ 622.45 | \$ 622.45 |
| 2 | EW115 LE (handheld transmitter with e815 capsule, rack-mountable receiver) with GA3 rack-mount kit | \$ 548.11 | \$ 1,096.22 |
| 1 | Commercial Audio Preampmixer | \$ 407.87 | \$ 407.87 |

Scope of Service: An independent wireless lapel microphone and two independent wireless handheld microphones will be added to the system. These additions will require a larger mixer to provide the inputs required to accommodate the mics. The mixer will allow all microphones and other program audio sources to be live at one time with no switching to select one source.

Contract Equipment Total: \$ 2,126.54

Non-Contract Labor: \$ 300.00

Tax: \$ 166.82

Grand Total: \$ 2,593.36

Terms and Conditions:

- * This quote does not include tax or shipping and handling unless indicated as a line item under the "Equipment" section above.
- * Tierney Brothers, Inc. reserves the right to bill the client for expedited shipping and handling charges incurred in any attempt to keep the project on schedule.
- * Tierney Brothers, Inc. reserves the right to adjust the project schedule as needed as a result of this Change Request.

CUSTOMER APPROVAL: _____



3300 University Avenue SE
 Minneapolis, MN 55414-3326
 www.tierneybrothers.com
 612.331.5500 ♦ 800.933.7337 ♦ 612.331.3424

Invoice: 527-2

TERMS: NET 30 DAYS

Bill to: Maplewood Community Center
 2100 White Bear Avenue
 Maplewood MN 55109
 Attn: Accounts Payable

Date: October 15, 2012
 Customer Code: 103483
 Purchase Order: Signed Quote
 Order No.: 410638

Ship to: Maplewood Community Center
 2100 White Bear Avenue
 Maplewood MN 55109

Contact: Lany Farr
 Job# 40120415A

Sales Representative: Heidi Harvey
 Job Description: Community Room - Main Room

| Quantity | | | Description | Unit Price | Total |
|---|--------|-------|--|-------------|----------------|
| Ord | Ship'd | B.Ord | | | |
| Main Room - MN State Contract Equipment and Services | | | | | |
| 1 | 1 | | DuLite Cosmopolitan Tensioned Electric Screen - 87" x 139" | \$ 2,275.85 | \$ 2,275.85 |
| 1 | 1 | | Design and Project Management Services | \$ 320.00 | \$ 320.00 |
| 1 | 1 | | Optional Ceiling Mounted Projector and Equipment | \$ 3,760.08 | \$ 3,760.08 |
| Main Room - Non Contract Equipment and Services | | | | | |
| 1 | 1 | | Installation Services | \$ 699.37 | \$ 699.37 |
| 1 | 1 | | Premium One Year Warranty Package | \$ 249.00 | \$ 249.00 |
| 1 | 1 | | Optional Projector Installation | \$ 1,108.00 | \$ 1,108.00 |
| Audio Upgrade - MN State Contract Equipment and Services | | | | | |
| 1 | 1 | | Sennheiser Remote Antenna & Rack Mount Kit | \$ 859.63 | \$ 859.63 |
| 2 | 2 | | Sennheiser AB3 Antenna Booster Module - 8 Range | \$ 148.68 | \$ 297.36 |
| 2 | 2 | | Sennheiser 88100 BNC to BNC 100' Cables | \$ 62.94 | \$ 125.88 |
| 1 | 1 | | Raxcess SECTIONAL WALL RACK-24 SPACE | \$ 459.28 | \$ 459.28 |
| 1 | 1 | | Raxcess Perforated Steel Door-24 SPACE | \$ 215.25 | \$ 215.25 |
| 1 | 1 | | Raxcess 2 SPACE TRAP (Q.D.E.) | \$ 39.12 | \$ 39.12 |
| 1 | 1 | | Raxcess Sliding Drawer - 2 Spaces | \$ 90.06 | \$ 90.06 |
| 4 | 4 | | Raxcess Perforated Vent Panel - 1 Space | \$ 8.08 | \$ 32.32 |
| 1 | 1 | | Raxcess Phillips Truss - 10/32x3/4" & Washers - Qty 100 | \$ 10.81 | \$ 10.81 |
| 2 | 2 | | Raxcess 9 Outlet Rack Mount Power Strip | \$ 79.25 | \$ 158.51 |
| 1 | 1 | | Liberty TB1 Rack Header | \$ 13.92 | \$ 13.92 |
| 1 | 1 | | Extron 1RU 3.5" Deep Rack Shelf | \$ 74.75 | \$ 74.75 |
| 1 | 1 | | Extron P/2 DA2d MT Two Output Distribution Amplifier | \$ 316.25 | \$ 316.25 |
| 1 | 1 | | Kramer 5x1 Stereo Audio Switcher | \$ 180.18 | \$ 180.18 |
| 4 | 4 | | Kramer 1X4 Mic Distribution Device | \$ 318.24 | \$ 1,272.96 |
| 2 | 2 | | Kramer Rack Kit | \$ 61.13 | \$ 122.27 |
| 1 | 1 | | Kramer 1:5 Stereo Audio Distribution Amplifier | \$ 170.53 | \$ 170.53 |
| 1 | 1 | | (Liberty, Comprehensive, Extron) Cable and Connector Package | \$ 687.27 | \$ 687.27 |
| 1 | 1 | | Design and Project Management Services | \$ 1,200.00 | \$ 1,200.00 |
| 1 | 1 | | Custom System Audio Configuration | \$ 690.00 | \$ 690.00 |
| 1 | 1 | | 90-Day Configuration Warranty | \$ - | \$ - |
| Audio Upgrade - Non Contract Equipment and Services | | | | | |
| 1 | 1 | | Installation Services | \$ 2,276.75 | \$ 2,276.75 |
| 1 | 1 | | Premium One Year Warranty Package | \$ 222.99 | \$ 222.99 |
| Subtotal: | | | | | \$ 17,928.37 |
| Shipping & Handling: | | | | | \$ 2.00 |
| Taxes: MN State | | | | | \$ 1,232.71 |
| Project Total to Date: | | | | | \$ 19,163.09 |
| Less Previous Invoice (527-1): | | | | | \$ (18,628.71) |
| Invoice Amount* | | | | | \$ 534.38 |

* This amount applies to this invoice only.

* This may not reflect the unpaid balance on your account from any previous invoices.

All claims for defective merchandise or error in count must be made within five days after receipt of goods.
 Seller represents that with respect to the production of the articles and/or the performance of the services covered by this notice, it has fully complied with all of the provisions of the Fair Labor Standards Act.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Terrie Rameaux, HR Coordinator
Chuck Ahl, Assistant City Manager
RE: Resolution to Approve the Insurance Labor-Management Committee's (LMC) Recommendations for Employee Insurance Benefits for 2013
DATE: November 30, 2012

BACKGROUND

The City recently went through their annual renewal process for employee insurance benefits and received renewal proposals from all our carriers. The Insurance Labor-Management Committee met several times and reviewed and discussed providers, rates and benefit levels. After several discussions and some negotiations by our insurance agent, Financial Concepts, Inc., the LMC proposed the following changes effective January 1, 2013:

Health Insurance:

The Insurance LMC proposes to continue with Medica as the health care provider. Financial Concepts, Inc. negotiated with Medica and Medica's final renewal came back at 4% with a guaranteed rate cap of 17% for 2014. The 4% renewal was great news for Maplewood. Both the City and Insurance LMC were very happy to see this low of an increase. This renewal rate also includes the Core+ Program fee—a per member per month fee. Note that last year (for 2012) this fee was waived as part of negotiations for 2012. The Core+ Program is an enhanced value-based program which will provide an opportunity to drive a higher level of employee participation through the current My Health Rewards (gift cards), the online health assessments and health topics, health coaching sessions, online personal health scorecards, and free biometric assessment to members. By participating in the Core+ Program, the City could be eligible for a rate cap reduction based on employee participation in the upcoming year. This added program will not only work great with our current Wellness Program, but it will also provide a great opportunity to increase employee participation in the Wellness Program.

The Insurance LMC proposes to maintain all three high deductible/HRA plans—Medica Choice Open Access network, and Elect/Essentials networks. Currently 24% of our employees are on either the Elect or Essentials plan and 72% on the open access plan. As it stands, over 58% of our current members—employees, spouses and dependents, already utilize physicians within either the Elect or Essentials networks. If employees are able to switch to one of these two options, the City would save approximately \$584/year per employee for single coverage and approximately \$1,008/year per employee for those who have family coverage per month. The employee who has family coverage would save over \$424 per year out of their pocket in premiums.

Dental Insurance:

The Insurance LMC proposes to continue with HealthPartners as the dental provider. HealthPartners came in with a 5% increase. Since this was a fairly small increase, the Insurance LMC decided to stay with HealthPartners as our dental provider as we have had a very good rapport with them for the past few years.

Long-Term and Short-Term Disability:

Long-term disability is a City-paid benefit. The City's current carrier is Assurant. For 2013 there was no planned increase in premiums. However, in an effort to save the city money, the Insurance LMC looked at ways to lower the premium by redesigning the plan and eliminating some options that haven't really provided a benefit to employees the past few years. After much discussion between the City, the Insurance LMC and the various labor groups, it was proposed to redesign the plan. This redesign will be a 21% reduction in premiums paid by the City, or approximately a \$11,244 saving annually.

The City also has short-term disability with Assurant. This is an optional employee-paid benefit. There is no change in premiums for this coverage. The Insurance LMC proposes to stay with Assurant for short-term disability coverage.

Life Insurance:

LMC is proposing to continue with Minnesota Life. There is no change in the cost of basic life insurance, which is provided by the City or in the premiums for optional employee and spouse life, and dependent life insurance. Minnesota Life is through a pool affiliated with the League of MN Cities. The City has had a long-standing great working relationship with Minnesota Life.

Vision Care Plan:

The Insurance LMC proposes to stay with Avesis as its carrier for vision hardware. The renewal came in at a 4% increase. This is an employee-paid option. This will be our third year with Avesis.

Long-Term Care Insurance:

The Insurance LMC proposes to continue our long-term care insurance contract with CNA through a pool affiliated with the League of MN Cities. The rates remain unchanged.

Budget Impacts

These contracts are for the programs provided to the employees. The amount/contribution by the City towards these programs in comparison to the contribution by the employees are subject to collective bargaining and are not a part of this process. This action is approval of the programs.

The budgetary impact will be based upon the final agreements with the seven bargaining groups. The contracts are generally consistent with the previous year's plans. The increase in the health care plan is set at 4.0% greater than in 2012, which amounts to more than \$85,000 if the same number of employees maintain coverage as in 2012. However, as noted in this report, those employees who switch to the more cost-effective restricted network Elect/Essential program has the potential to minimize a majority of that increase. In addition, current bargaining efforts are encouraging employees to consider the Elect/Essential programs as well as Wellness Programs such as CorePlus, which further could reduce City costs. The dental program cost increase is also dependent upon participation, but is likely a

\$15,000 impact above 2012. The Long-Term Disability coverage includes employee concessions in excess of \$11,000.

The numbers listed above are total plan dollars. The breakdown between City paid and employee paid has not yet been determined and is subject to the collective bargaining process as stated above. The 2013 budget included a +\$200,000 planned increased contribution to the Employee Benefits Fund. The net impact of all these programs will be less than \$100,000, so the Employee Benefits Fund in 2013, should continue to see positive growth.

RECOMMENDATION

It is recommended that the City Council approve the Insurance Labor-Management Committee's recommendations to be effective January 1, 2013.

RESOLUTION

Be it resolved that the Maplewood City Council hereby affirms the recommendations of Insurance Labor Management Committee regarding 2013 employee insurance benefits for the City of Maplewood.

Approved this 10th day of December 2012.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Gayle Bauman, Finance Manager
SUBJECT: **Public Hearing on 2013 Tax Levy and Budget**
 a. Resolution Certifying Taxes Payable in 2013
 b. Resolution Adopting a Budget for 2013
DATE: December 4, 2012

INTRODUCTION

Staff is requesting City Council approval of two related matters concerning the levy certification of the final taxes payable in 2013 as well as adoption of the proposed 2013 Budget for the City of Maplewood. A public hearing on the proposed taxes and budget for 2013 has been scheduled for December 10th at 7:00 p.m. State law requires that the final property tax levy and budget be adopted at this hearing. The tax levy needs to be adopted before the budget is adopted.

BACKGROUND

Earlier this year, goals established through the Council – Staff Retreat process were used to develop the following assumptions about the 2013 Budget:

1. A levy increase of 3 – 4% = \$525,000 - \$700,000.
2. An increase in funding of about 1.0% for Police Department Expansion = \$125,000
3. A stabilization of funding for the MCC Fund. [from the Audit Report]
4. A stabilization of funding for the Ambulance Fund. [from the Audit Report]
5. A small increase of funding for the Debt Service Fund. [from 2012 Bonds]
6. A small increase in funding for Park Development.
7. A continued reduction in the street renewal program.
8. An expansion of funding for Economic Development.

A levy increase of 8.32% would have been needed based upon the CIP, initial department budget requests and revenue trends. This amount was not within the City Council's sustainability goals or within the range that the City Management Team was comfortable recommending.

Staff recommended preliminary certification of a tax levy totaling \$18,478,400, this amount representing a 3.5% increase over the final levy payable in 2012 (\$17,853,523). Council approved a preliminary levy request of 4.5%, with additional levy dollars being dedicated to Fire and Debt Service.

Staff made a presentation to Council at the November 26, 2012 workshop updating the Council on the City's finances through September 30, 2012. Estimates indicated the City would maintain a fund balance that is 40% of fund operating revenues and realize some one-time monies which will help fund deferred items and alleviate deficits. At this workshop, Council gave direction to reduce the proposed levy increase from 4.5% to 3.78%. The 2013 Budget being presented tonight reflects this change.

The annual impact of the city levy increase to Maplewood homes is as follows based on information received from Ramsey County on November 13, 2012. The scenario is based on the assumption that a home's value is decreasing by 12.14%, which is the median amount.

Set levy at \$18,528,400 (a 3.78% increase over 2012):

| Property Value for 2012 Taxes | Property Value for 2013 Taxes | 2012 City Tax | 2013 City Tax | \$ Increase (Decrease) | % Increase (Decrease) |
|-------------------------------|-------------------------------|---------------|---------------|------------------------|-----------------------|
| \$100,000 | \$87,900 | \$ 337 | \$ 304 | (\$33) | -9.6% |
| \$150,000 | \$131,800 | \$ 587 | \$ 547 | (\$40) | -6.9% |
| \$182,900 | \$160,700 | \$ 752 | \$ 706 | (\$46) | -6.0% |
| \$275,000 | \$241,600 | \$1,213 | \$1,153 | (\$60) | -4.9% |
| \$350,000 | \$307,500 | \$1,588 | \$1,517 | (\$71) | -4.5% |

The State Auditor recommends that cities maintain unreserved fund balances in their general fund of approximately 35 to 50 percent of fund operating revenues or no less than five months of operating expenditures. The 2013 budget projects a fund balance of 40% of fund operating revenues and 4.7 months of operating expenditures. The 3.78% levy increase puts us within the range recommended by the State Auditor.

An adequate fund balance is needed to maintain our bond rating and provide a sufficient balance for our cash flow needs.

Information from Ramsey County shows that other city proposed tax levy changes are as follows:

| | | | |
|--------------------|--------|-----------------|--------|
| Gem Lake | 34.93% | Vadnais Heights | 2.25% |
| Roseville | 15.76% | Lauderdale | 2.00% |
| St. Anthony | 7.48% | Little Canada | 1.97% |
| Falcon Heights | 6.49% | St. Paul | 1.90% |
| Shoreview | 3.39% | White Bear Lake | 1.87% |
| North Oaks | 3.30% | New Brighton | 1.39% |
| Arden Hills | 3.04% | Mounds View | 0.00% |
| Town of White Bear | 2.96% | North St. Paul | -0.13% |

UPDATE ON STATE PERFORMANCE MEASURES

The City opted to participate in the State Performance Measurement Program this year. A survey was created which contained 9 performance measures developed by the Council on Local Results and Innovation. The survey was made available to our residents during the

month of November. We received about 96 responses and the results will be published either in our City Newsletter or on our website. A snapshot of the responses is as follows:

| <u>Question</u> | <u>Excellent</u> | <u>Good</u> | <u>Fair</u> | <u>Poor</u> | <u>Don't Know</u> |
|-------------------------------|------------------|-------------|-------------|-------------|-------------------|
| Appearance of City | 9% | 65% | 20% | 6% | 0% |
| Feeling of Safety | 29% | 55% | 13% | 1% | 2% |
| Quality of Fire/EMS | 24% | 35% | 11% | 14% | 16% |
| Condition of Streets | 6% | 49% | 37% | 8% | 0% |
| Quality of Snowplowing | 27% | 51% | 16% | 6% | 0% |
| Quality of Sewer | 31% | 52% | 5% | 0% | 12% |
| Quality of Water | 48% | 45% | 5% | 0% | 2% |
| Quality of Rec Programs/Parks | 27% | 54% | 11% | 5% | 3% |
| Overall City Services | 13% | 60% | 20% | 6% | 1% |

RECOMMENDATION

Staff recommends approval of the following two resolutions:

- a. Resolution Certifying Taxes Payable in 2013
- b. Resolution Adopting a Budget for 2013

P:/council files/agendas/2012/121 Budget 2013 public hearing

Attachments:

1. Resolution Certifying Taxes Payable in 2013
2. Breakdown by Debt Service Fund
3. Resolution Adopting a Budget for 2013
4. 2013 Proposed Budget (under separate cover)

**RESOLUTION
CERTIFYING TAXES PAYABLE IN 2013**

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

1. The following amounts of taxes be levied for 2012, payable in 2013, upon the net tax capacity in said City of Maplewood, for the following purposes:

| | |
|------------------------------|---------------------|
| General Fund | \$12,500,600 |
| Ambulance Service | 450,000 |
| Community Center | 460,000 |
| Recreation Programs | 175,000 |
| Capital Improvement Projects | 180,000 |
| Fire Truck Replacement | 50,000 |
| Park Development | 30,000 |
| Public Safety Expansion | 260,000 |
| Redevelopment | 20,000 |
| Debt Service | <u>3,620,770</u> |
| TOTAL LEVY | <u>\$17,746,370</u> |

2. In addition, there is a \$692,760 market value based referendum levy for 2012 payable in 2013 to finance the debt service on the 2002 Open Space Refunding Bonds and the 2004 Fire Safety Refunding Bonds. **This results in a total certified City levy of \$18,439,130.** There is also a proposal for an EDA levy of \$89,270. This would bring the total levy up to \$18,528,400 (a 3.78% increase over 2012).
3. The net tax capacity based levy of \$3,620,770 for Debt Service and the market value based referendum levy of \$692,760 total \$4,313,530. This is a net decrease of \$1,996,035.34 in the scheduled levy of \$6,309,565.34. The breakdown by Debt Service Fund is attached.

| City of MAPLEWOOD | Debt Service Fund breakdown | | | | |
|-------------------------|-----------------------------|-------------|------------------------|---------------------------------------|-----------------------|
| BOND ISSUES | ORIGINAL PRINCIPAL | DATE ISSUED | PAYABLE 2013 DEBT LEVY | ADDITIONS OR REDUCTIONS BY RESOLUTION | CERTIFIED DEBT LEVY |
| GO O SPACE REFUND 2002D | 3,425,000 | 1-Nov-02 | 408,450.00 | -30,950.00 | 377,500.00 |
| GO REF 2004A | 2,940,000 | 1-Apr-04 | 318,869.76 | 12,630.24 | 331,500.00 |
| GO IMP 2004B | 13,010,000 | 1-Aug-04 | 292,632.17 | 368,867.83 | 661,500.00 |
| GO TAX ABMT 2004C | 5,025,000 | 1-Aug-04 | 138,302.00 | 416,798.00 | 555,100.00 |
| GO IMP 2004D | 700,000 | 1-Aug-04 | 58,039.00 | 1,361.00 | 59,400.00 |
| GO IMP 2005A | 2,115,000 | 1-Aug-05 | 56,147.00 | -56,147.00 | 0.00 |
| GO IMP 2006A | 6,085,000 | 1-Apr-06 | 370,495.64 | 48,104.36 | 418,600.00 |
| GO IMP 2007A | 10,060,000 | 1-Jul-07 | 331,360.51 | -231,360.51 | 100,000.00 |
| GO IMP 2007B | 5,090,000 | 15-Oct-07 | 339,935.85 | -104,135.85 | 235,800.00 |
| GO IMP 2008A | 9,970,000 | 1-Jul-08 | 642,326.11 | -621,596.11 | 20,730.00 |
| GO IMP REFUNDING 2008B | 1,070,000 | 1-Jul-08 | 147,165.38 | -147,165.38 | 0.00 |
| GO IMP REFUNDING 2009A | 4,680,000 | 1-Apr-09 | 414,738.52 | 27,061.48 | 441,800.00 |
| GO IMP REFUNDING 2009B | 2,690,000 | 1-Dec-09 | 344,704.53 | -38,804.53 | 305,900.00 |
| GO 2010A | 11,790,000 | 10-May-10 | 655,034.14 | -367,734.14 | 287,300.00 |
| GO TIF Refunding 2010B | 4,050,000 | 8-Jul-10 | 795,480.00 | -713,080.00 | 82,400.00 |
| GO IMP 2011A | 10,000,000 | 1-Jun-11 | 452,953.45 | -184,553.45 | 268,400.00 |
| GO 2012A | 5,780,000 | 1-Jul-12 | 542,931.28 | -375,331.28 | 167,600.00 |
| | | | <u>\$6,309,565.34</u> | <u>-\$1,996,035.34</u> | <u>\$4,313,530.00</u> |

I hereby certify that the above schedule of bond levies to be spread on the payable 2013 tax rolls agrees with the City records and is true and correct. Copies of any resolutions which increase or reduce these levies are attached.

Signed: _____

Date: _____

**RESOLUTION
ADOPTING A BUDGET FOR 2013**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MINNESOTA that a budget for 2013 is hereby adopted as outlined in the following summary:

| | OPERATING BUDGET | CAPITAL IMPROVEMENTS BUDGET | DEBT SERVICE BUDGET | TOTAL |
|------------------------------------|---------------------|-----------------------------------|---------------------------|----------------|
| Revenues | \$33,761,650 | \$2,037,910 | \$6,936,840 | \$42,736,400 |
| Net other increases (decreases) | (2,057,360) | 4,014,380 | 1,497,180 | \$3,454,200 |
| Expenditures | (32,579,340) | (2,472,370) | (10,599,980) | (\$45,651,690) |
| Net change in fund balance | (\$875,050) | \$3,579,920 | (\$2,165,960) | \$538,910 |

BE IT FURTHER RESOLVED that the department appropriations totaling \$32,579,340 as listed in the budget booklet are hereby approved for the 2013 Operating Budget.

BE IT FURTHER RESOLVED that the following appropriations are hereby approved for the 2013 Capital Improvements Budget:

| | |
|---|-------------|
| CAPITAL IMPROVEMENT PROJECTS | \$225,050 |
| FIRE TRAINING FACILITY | 604,330 |
| FIRE TRUCK REPLACEMENT FUND | 260 |
| LEGACY VILLAGE TAX ABATEMENT DISTRICT | 770 |
| PARK DEVELOPMENT | 205,050 |
| PUBLIC SAFETY EXPANSION | 1,042,290 |
| REDEVELOPMENT | 50 |
| RIGHT-OF-WAY | 40 |
| SEWER LIFT STATION #14 | 250,000 |
| STORM CLEANUP | 40,000 |
| TAX INCREMENT HOUSING DISTRICT #1-1 | 4,470 |
| TAX INCREMENT HOUSING DISTRICT #1-2 | 5,710 |
| TAX INCREMENT HOUSING DISTRICT #1-3 | 2,040 |
| TAX INCREMENT HOUSING DISTRICT #1-4 | 600 |
| TAX INCREMENT HOUSING DISTRICT #1-5 | 600 |
| TAX INCREMENT HOUSING DISTRICT #1-6 | 710 |
| TAX INCREMENT HOUSING DISTRICT #1-7 | 22,850 |
| TAX INCREMENT HOUSING DISTRICT #1-8 | 60,700 |
| WATER AVAILABILITY CHARGE – N. ST. PAUL | 1,550 |
| WATER AVAILABILITY CHARGE – ST. PAUL | 5,300 |
| TOTAL CAPITAL IMPROVEMENTS BUDGET APPROPRIATIONS | \$2,472,370 |

BE IT FURTHER RESOLVED that the Finance Manager 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 2013 Debt Service Budget:

| | |
|---------------------|---|
| \$7,552,460 | Principal |
| 2,997,070 | Interest |
| 8,170 | Paying Agent Fees |
| 12,850 | Fees for Service |
| 29,430 | Investment Management Fees |
| <u>\$10,599,980</u> | 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 fund, shall only require the approval of the Manager or his designee. However, City Council approval is required for transfers from contingency accounts.

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 canceled by the City Council.

The City Council, serving as
the Economic Development
Authority, will convene for a
Public Hearing.

AGENDA
MAPLEWOOD AREA ECONOMIC DEVELOPMENT AUTHORITY
Monday, December 10, 2012

**The Maplewood City Council Serves as the
Maplewood Area Economic Development Authority**

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. Approval of October 8, 2012 Economic Development Authority Meeting Minutes

E. PUBLIC HEARING

1. Public Hearing on 2013 Tax Levy
 - a. Resolution Certifying Taxes Payable in 2013

F. NEW BUSINESS

None

G. ADJOURNMENT

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MINUTES
MAPLEWOOD AREA ECONOMIC DEVELOPMENT AUTHORITY
October 08, 2012
Council Chambers, City Hall

A. CALL TO ORDER

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 8:32 p.m. by EDA Chair Llanas

B. ROLL CALL

| | |
|-----------------------------------|---------|
| Will Rossbach, Mayor | Present |
| Robert Cardinal, Councilmember | Present |
| Kathleen Juenemann, Councilmember | Present |
| Marvin Koppen, Councilmember | Present |
| James Llanas, EDA Chair | Present |

C. APPROVAL OF AGENDA

Mayor Rossbach moved to approve the Agenda Minutes as submitted.

Seconded by Councilmember Koppen Ayes – All

The motion passed

D. APPROVAL OF MINUTES

1. Approval of September 10, 2012 Economic Development Authority Meeting Minutes

Councilmember Juenemann moved to approve the September 10, 2012 City Council Workshop Minutes as submitted.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

E. NEW BUSINESS

1. Approval to Consider Subsidy for Medical Office Facility on Property on Bean Avenue and Country View Drive

Assistant City Manager Ahl presented the staff report and answered questions of the council.

Councilmember Juenemann moved to authorize the EDA's director or his designee to negotiate a potential city subsidy package to assist with the development of a medical office building located at the corner of Beam Avenue and Country View Drive.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

2. Approval to Consider Subsidy for Senior Housing Facility on Property Along Lower Afton Road.

Assistant City Manager Ahl presented the staff report and answered questions of the council.

Councilmember Koppen moved to authorize the EDA's director or his designee to negotiate a purchase of the fire station property on Londin Lane and a city subsidy package to assist with the development of a senior housing building along Lower Afton Road.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

F. ADJOURNMENT

EDA Chair Llanas adjourned the meeting at 8:47 p.m.

DRAFT

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Gayle Bauman, Finance Manager
SUBJECT: **Public Hearing on 2013 Tax Levy**
a. Resolution Certifying Taxes Payable in 2013
DATE: December 4, 2012

INTRODUCTION

Staff is asking City Council approval for the levy certification of the final taxes payable in 2013. A public hearing on the proposed taxes for 2013 has been scheduled for December 10th at 7:00 p.m. State law requires that the final property tax levy be adopted at this hearing.

BACKGROUND

The 2013-2017 CIP talks about a Commercial Property Redevelopment Program to prevent neighborhoods from deteriorating. A tax levy is needed in order to fund this program and to allow for other economic development opportunities.

This is the first year that a levy is being introduced to begin funding the Maplewood Area EDA Fund. The Proposed 2013 Budget for the Maplewood Area EDA requires a tax levy of \$89,270 which is 0.5% of the 2012 total levy. The budget for the EDA Fund can be found in the Operating Section of the City Budget.

RECOMMENDATION

Staff recommends approval of the following resolution:
a. Resolution Certifying Taxes Payable in 2013

p:/council files/2012/agenda/121 Budget 2013 public hearing - EDA

Attachment:

a. Resolution Certifying Taxes Payable in 2013

**RESOLUTION
CERTIFYING TAXES PAYABLE IN 2013**

BE IT RESOLVED BY THE MAPLEWOOD AREA ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF MAPLEWOOD, MINNESOTA that:

1. The following amounts of taxes be levied for 2012, payable in 2013, upon the net tax capacity in said City of Maplewood, for the following purposes:

| | |
|-----|----------|
| EDA | \$89,270 |
|-----|----------|

2. The 2013 Budget for the Maplewood Area Economic Development Authority is included in the City Budget document and will be adopted along with all the other funds of the City. A summary of the budget is as follows:

| | |
|----------------------------|--------------|
| Revenues | \$92,400 |
| Expenditures | 65,500 |
| Net change in fund balance | <hr/> 26,900 |

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, Public Works Director / City Engineer
SUBJECT: **MnDOT I-35E MnPASS Improvements, Project 11-02, Public Hearing and Resolution Approving Final Layout (Municipal Consent)**
DATE: December 5, 2012

INTRODUCTION

The City Council will conduct a public hearing on December 10, 2012 at 7:00 PM for the I-35E MnPASS Improvements, Project 11-02. Municipal consent is requested by MnDOT for this project as a result of increased capacity on Interstate 35E. The council ordered this public hearing on October 22, 2012. In addition to publication in the local newspaper, notice of this hearing was also included in the city newsletter.

BACKGROUND

The city needs to hold a public hearing for this project according to Minnesota Statute Section 161.164. I-35E, as a result of this project, would add one additional lane in both the north and south directions. These lanes would be established as MnPASS lanes. This improvement requires the reconstruction of Larpenteur Avenue, Roselawn Avenue, and County Road B bridges over I-35E. As a result of an increased capacity component on I-35E as part of this project MnDOT is required to secure Municipal Consent from the city.

Improvements are likely to start in the fall of 2013 with the major impacts of construction occurring during the construction seasons of 2014 and 2015. During the 2014 – 2015 construction periods, I-35E will likely be reduced to 4 lanes total or 2-lanes in each direction. The project is currently scheduled to be completed by the end of 2015.

DISCUSSION

The project is generally located on I-35E from Maryland Avenue up to Little Canada Road. For the portion of the project located within the boundaries of the City of Maplewood the bridges at Larpenteur, Roselawn, and County Rd B would all be replaced as part of the project. The city has been closely working with MnDOT on the design of the Roselawn and County Rd B bridges to ensure they allow for pedestrian ways on both the north and south sides of the local roadways underneath the new interstate bridges. MnDOT agreed to construct, at their cost, the County Rd B section under I-35E with an 8' trail/walk on the south side. Likewise MnDOT agreed to construct, at their cost, the Roselawn Avenue section under I-35E with an 8' trail/walk on the north side and 6' walk on the south side. Lastly, MnDOT has conveyed they will accommodate and pay for an 8' walk on the north side of Larpenteur Avenue within the project limits. These proposed pedestrian routes are consistent with the approved 2030 Comprehensive Plan in continuing to build out Maplewood's pedestrian network.

It should be noted that three noise walls are proposed to be constructed within Maplewood as part of this project. The walls are proposed in the following locations:

- 1) On east side of I-35E from Larpenteur Avenue extending north along the service road.
- 2) On west side of I-35E from just north of Champps Restaurant and extending north up to just south of Roselawn Avenue.
- 3) On east side of I-35E from Skillman Avenue extending north up to County Rd B.

MnDOT and the city held an open-house for this project on August 9th at the Maplewood Community Center in order to present the project to the public and solicit feedback. Another open-house was held specifically for the noise walls on October 17 from 4:30-6:30 at St. Jerome Catholic Church on Roselawn Avenue. The residents adjacent to these locations had an opportunity to vote their preference for a wall or no wall. At this point all walls are proposed to be constructed based on the voting.

This project is being delivered as a "Design Build" Project and there are questions and requests of the local agencies that are not possible to be answered at this phase of the project. It is recommended that MnDOT and the City of Maplewood enter into a Memorandum of Understanding prior to constructing the project. Any impacts to the local municipal and other roadway infrastructure within the City limits will need to be satisfactorily addressed in the Memorandum of Understanding.

The Memorandum of Understanding will include the following items that will be addressed:

- 1.) The City of Maplewood and MnDOT will determine pavement degradation on the alternate City and County routes that the traveling public will utilize during MnPASS construction. Deterioration of the pavement condition caused by increased traffic diverted by the MnPASS project to the local system will be determined by the local agencies in accordance with their pavement management programs. A reasonable remediation to the local system deterioration caused by increased traffic volumes and pavement degradation and changed striping of the roadway segments shall be part of the Memorandum of Understanding. The determined deterioration on the local system will be negotiated in good faith by all parties involved.
- 2.) The City of Maplewood in coordination with Ramsey County may require signal timing changes necessary on local routes to improve travel times and reduce delays as all parties agree. Timing plans will need to be developed and approved by the local agencies, at MnDOT's expense. Signal timing, after the project, will return to the original signal timing that existed prior to the MnPASS project or as determined by the local agency; with MnDOT responsible for the costs in restoring timing patterns.
- 3.) Any restriping of the roadway segments to accommodate additional traffic during the MnPASS Project may require MnDOT to restripe the existing roadway and also pay to re-establish the pavement condition to a condition equal to or better than existed prior to the restriping.
- 4.) MnDOT is required to provide adequate traffic modeling and project staging/phasing on the State Highway system and the local system. The City Council will be advised of the findings of the modeling and staging/phasing prior to construction through city council work session(s). The City of Maplewood may have input pertaining to the MnPASS project traffic modeling and project staging/phasing. The City of Maplewood is concerned that access by our residents and businesses to the interstate system is not unduly restricted during the project. If determined by the City it may be necessary for MnDOT to provide temporary traffic control on local routes by

either installing temporary signals, stop signs or to arrange for law enforcement to direct traffic during peak periods during phases of the project at MnDOT cost.

- 5.) If signal systems or signage on local routes need to be modified to accommodate changes to the roadway configuration, MnDOT is responsible to pay for these changes and to return them to their original condition. As agreed to by the local agency and MnDOT, modifications may be made permanent or returned to their condition prior to the MnPASS project at the completion of the project.
- 6.) MnDOT provides active support and outreach to Maplewood businesses and residents during the construction project. This includes but is not limited to timely construction updates, advanced notification of traffic changes and detour routes.
- 7.) The City reserves the right to add any additional items in the Memorandum of Understanding prior to execution for issues that arise during the design of the project in order to protect the interests of the City and general motoring public.

BUDGET

This is a Mn/DOT project and the majority of the project cost is covered by non-local sources. However there may be minor Maplewood funding for the Larpenteur Avenue Bridge depending on the final bridge selected jointly by City of Maplewood, City of Saint Paul, and Ramsey County.

RECOMMENDATION

It is recommended that the City Council adopt the resolution for layout approval after conducting the public hearing in order to provide municipal consent for the I-35E MnPASS Improvements, State Project 6280-367 (Maplewood City Project 11-02).

Attachment:

1. Resolution
2. Location Map

**RESOLUTION FOR LAYOUT APPROVAL
MUNICIPAL CONSENT
I-35E MNPASS**

At a Meeting of the City Council of the City of Maplewood, held on the 10rd day of December 2012, the following Resolution was offered by _____ and seconded by _____ to wit:

WHEREAS, the Commissioner of Transportation has prepared a final layout for improvements to I-35E, within the Cities of Saint Paul, Maplewood, and Little Canada from Maryland Avenue and Little Canada Road; and seeks approval thereof; and

WHEREAS, said final layout is on file in the Minnesota Department of Transportation office, 1500 Co. Rd. B2, Roseville, Minnesota, being marked, labeled and identified as Layout No. 1A S.P. 6280-367 from Maryland Ave. to Little Canada Road.

WHEREAS, improvements to city streets and appurtenance have been included in said final layouts.

WHEREAS, MnDOT will enter into a Memorandum of Understanding with the city to cooperatively address local concerns.

NOW, THEREFORE, BE IT RESOLVED that said final layout for the MnPASS improvements within the Interstate 35E corridor within the corporate limits be and is hereby approved with said condition;

- 1.) That the layout be revised to properly show the 8' trail under the Roselawn Avenue Bridge on the north side, and the 6' walk on the south side, within the project limits. That the layout be revised to properly show the 8' trail along the south side of County Rd B within the project limits. That the layout be revised to show a minimum 8' wide sidewalk on the north side of Larpenteur Avenue within the project limits. All of said items herein mentioned here shall be at the cost of MnDOT.

Upon the call of the roll the following Council Members voted in favor of the Resolution:

The following Council Members voted against its adoption:

ATTEST:

Mayor _____

Dated _____, 20_____

STATE OF MINNESOTA

COUNTY OF RAMSEY

CITY OF MAPLEWOOD

I do hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the Council of the City of _____, Minnesota at a duly authorized meeting thereof held on the _____ day of _____, 20_____, as shown by the minutes of said meeting in my possession.

(SEAL)

City Clerk



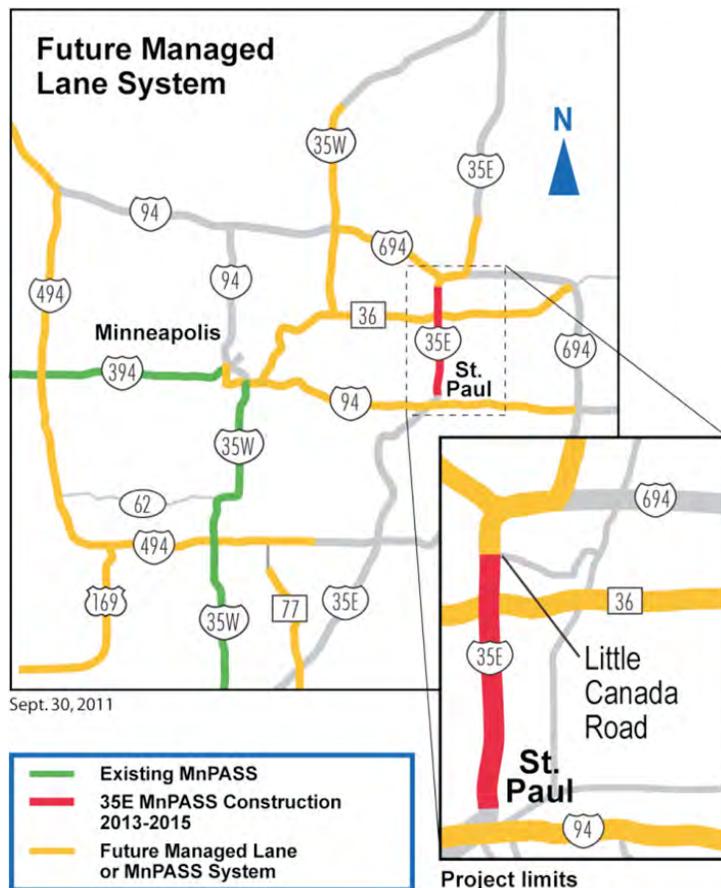
I-35E MnPASS Project: Pennsylvania Avenue to Little Canada Road

In coordination with the I-35E Cayuga Project, MnDOT is planning the addition of MnPASS Express Lanes between Pennsylvania Avenue and Little Canada Road.

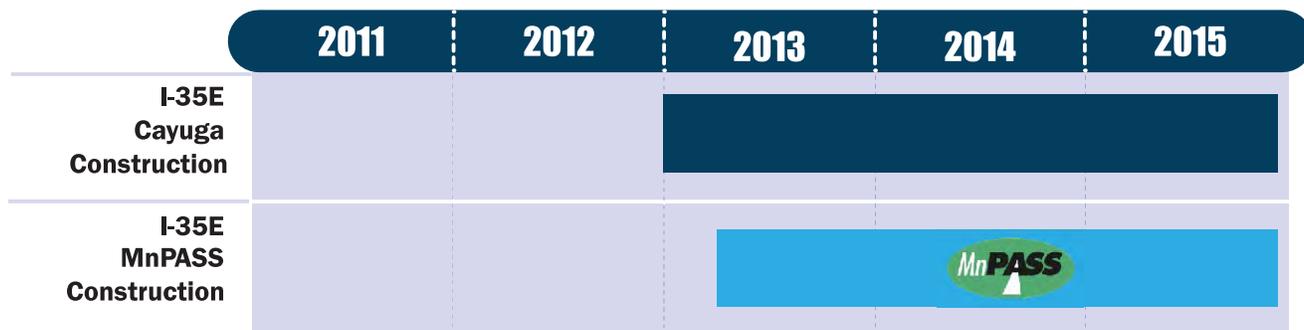
Project Improvements

The I-35E MnPASS Express Lane construction is part of a larger effort, located on I-35E north of St. Paul. The project improvements include:

- Constructing a new interchange at Cayuga Street, which will help correct current safety issues and provide better freeway access for St. Paul's Phalen Boulevard corridor
- Replacing the Cayuga, Pennsylvania and Maryland Avenue bridges and adjacent railroad bridges
- Constructing an additional lane in each direction for MnPASS between Pennsylvania Avenue and Little Canada Road
- Resurfacing the existing I-35E lanes with concrete through St. Paul, Maplewood and Little Canada
- Replacing the Arlington, Wheelock, Larpenteur, County Road B, Roselawn Avenue and Highway 36 bridges



Project Schedule



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MEMORANDUM

TO: James Antonen, City Manager
FROM: Michael Martin, AICP, Planner
Charles Ahl, Assistant City Manager
SUBJECT: **Comprehensive Sign Plan Amendment for an Exterior Sign at Men's Wearhouse, Maplewood Mall**
LOCATION: 3001 White Bear Avenue
DATE: December 4, 2012

INTRODUCTION

At the October 22, 2012 city council meeting, Men's Wearhouse appealed the community design review board's (CDRB) decision made at its meeting on September 25, 2012. Men's Wearhouse had applied for a comprehensive sign plan amendment seeking approval to install a 166.5 square foot sign on an exterior wall on the west side of the mall, next to the Macy's store.

The city council tabled its decision at the October 22, 2012 meeting and referred the matter back to the CDRB for further review. The CDRB reviewed the request again and now recommends a sign consisting of two lines with a maximum letter height of 24-inches. Men's Wearhouse has submitted a letter to the city indicating it also supports the CDRB's recommendation. The letter is attached to this report.

Request

The applicant is proposing to install a wall sign for the Men's Wearhouse.

DISCUSSION

At the November 27 CDRB meeting, the applicant submitted eight drawings. A set of four drawings with two lines of copy and another set of four drawings with a single line of copy. Each set contains individual letters sizes of 18-inches, 24-inches, 28-inches and 36-inches.

The CDRB recommended approval of a sign with 24-inch letters and two lines of copy. To reiterate, the applicant has agreed to abide by this recommendation. Staff has attached drawings showing a sign with 24-inch letters and two lines of copy. The council had also discussed the possibility of a sign with one line of copy. Both the applicant and CDRB prefer two lines of copy, but a drawing of a single line sign is included with this report for reference.

A question came up at the October 22 city council meeting regarding the approval of the H & M sign. This sign was approved by the CDRB in the spring of 2010 – along with its building plans. H & M took the place of two restaurants. Both restaurants had exterior signs. The CDRB's decision was not appealed so it was not required to be reviewed by the city council.

Summary

The city council sent this request back to the CDRB hoping for compromise with the applicant. The CDRB and the applicant did compromise on a sign design. Staff feels the 24-inch sign letters would be an appropriate scale for readability while being subordinate to the adjacent Maplewood Mall entrance sign.

COMMITTEE ACTION

Community Design Review Board

On November 27, 2012, the community design review board reviewed the sign plans for this request and recommended approval of a sign with 24-inch letters. The draft minutes from this meeting are attached.

RECOMMENDATION

Approve the 24-inch letter two line copy plan attached to this report for a comprehensive sign plan amendment to allow an exterior wall sign for Men's Wearhouse at the Maplewood Mall, 3001 White Bear Avenue with the following conditions.

1. Bottom line of sign shall be located as close to the fire alarm on the exterior wall as possible.
2. Any future sign requests shall be reviewed by the community design review board.

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 68.78 acres
Existing Use: Regional Mall

SURROUNDING LAND USES

North: Commercial properties
South: Commercial properties and Metro Transit Park and Ride Ramp
East: Commercial properties
West: Commercial properties

PLANNING

Land Use Plan: C (commercial)
Zoning: BC (business commercial)

APPLICATION DATE

Staff received the complete application and plans for this proposal on April 10, 2012. State law typically requires that the city take action within 60 days of receiving complete applications. However, the applicant has requested two extensions for this request which supersedes any timeline the city had to adhere to. The CDRB made a decision on this request at its meeting on September 25, 2012 and the applicant made an appeal within the 15-day appeals period. Staff, as required by code, scheduled this request to be heard by the city council at the next possible meeting. At the October 22, 2012 city council meeting, the applicant agreed to the council's request to table the item and have the request go back to the CDRB for further review.

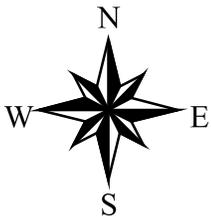
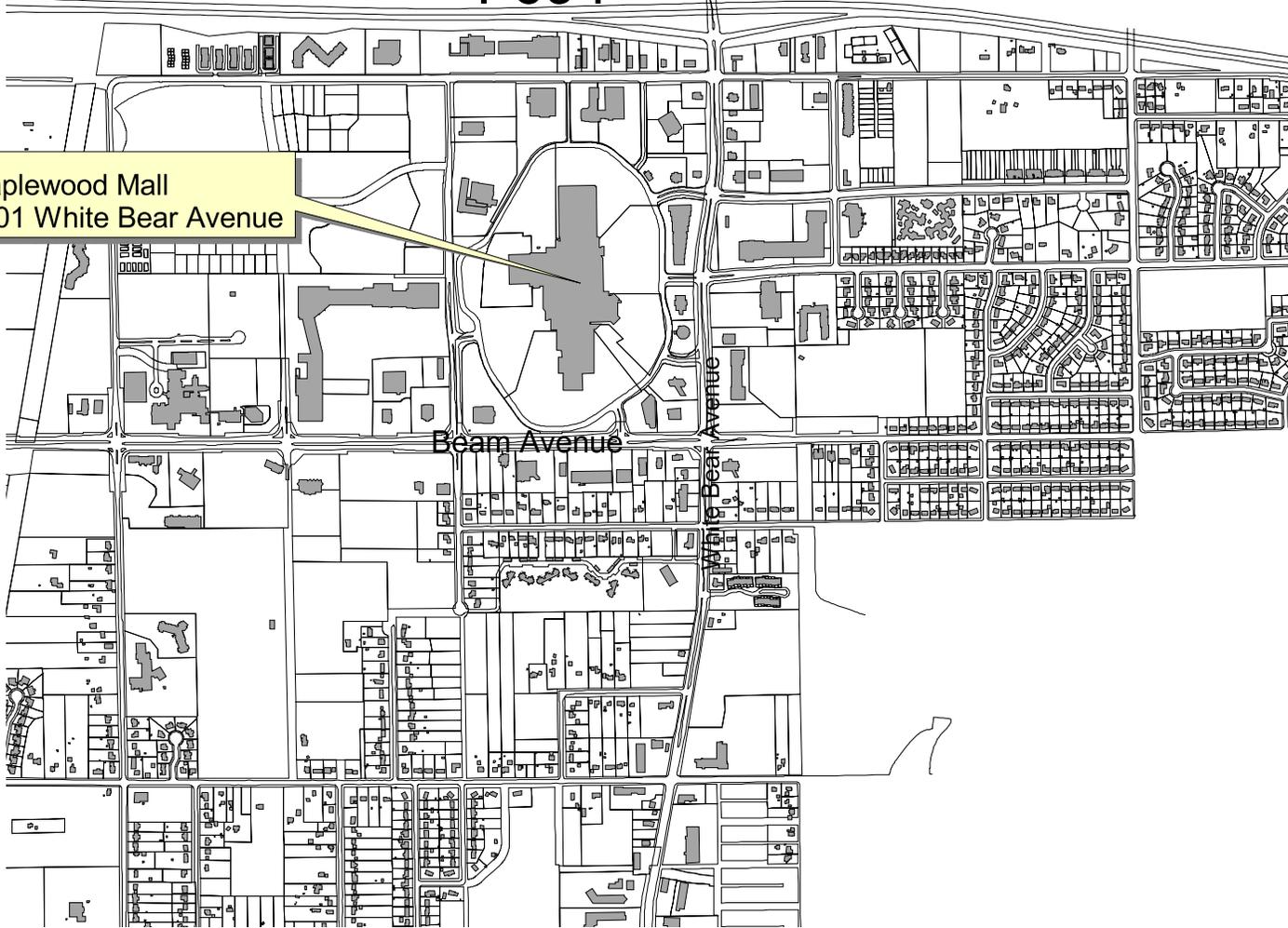
p: sec 2N\MensWearhouse_Sign Plan Amendment_CC_121012

Attachments

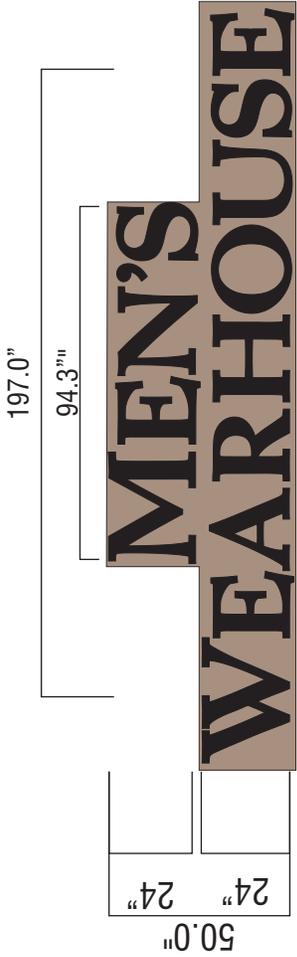
1. Location Map
2. Mall Site Plan
3. Proposed Exterior Wall Sign Drawings (two lines)
4. Proposed Exterior Wall Sign Drawings (one line)
5. Men's Wearhouse Letter, December 3, 2012

I-694

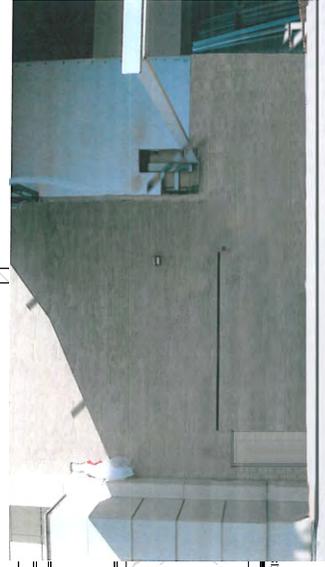
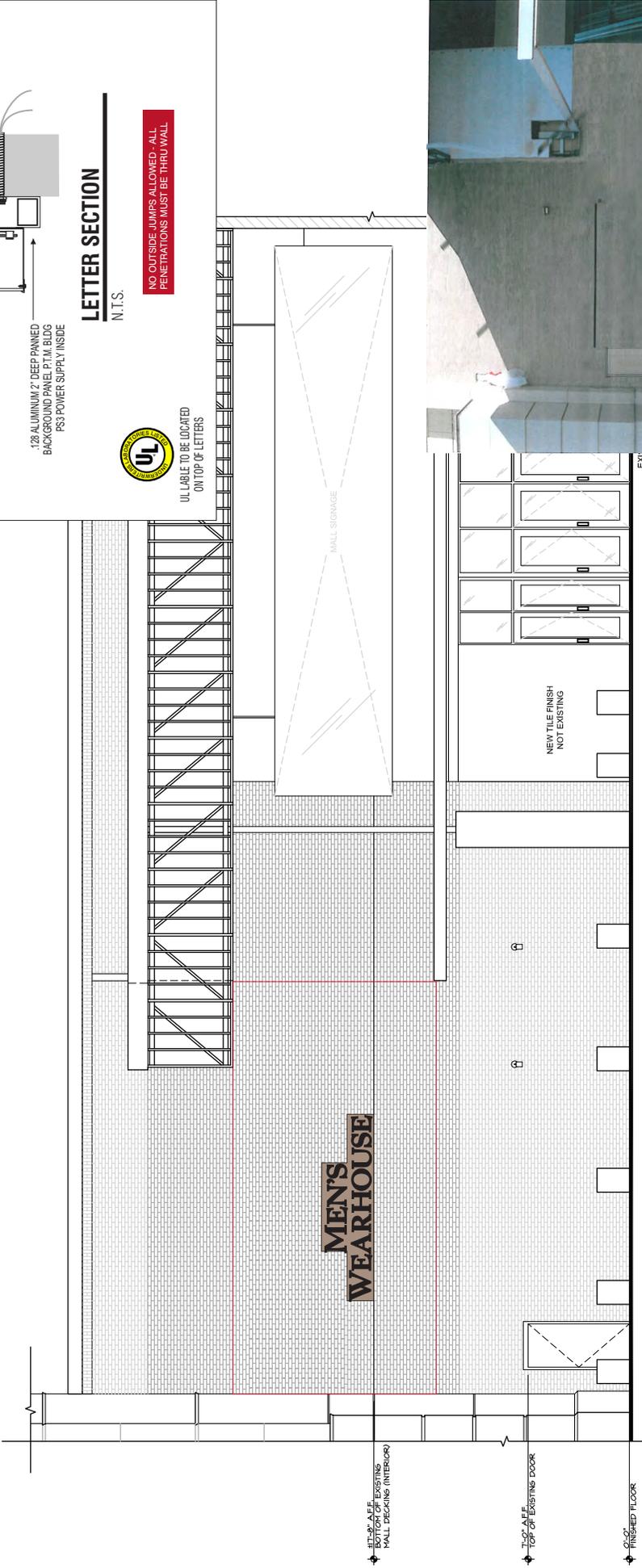
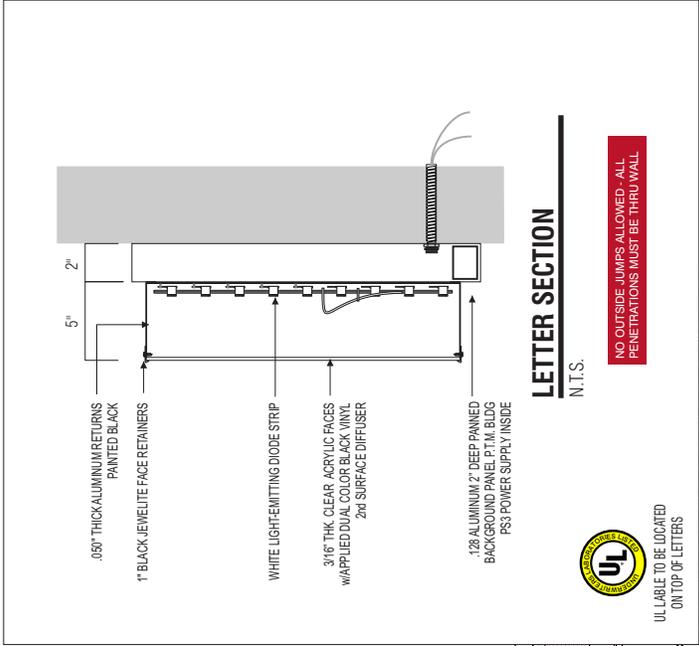
Maplewood Mall
3001 White Bear Avenue



Location Map



CHANNEL LETTERS
SCALE: 1/8" = 1'-0"
68.3 SOFT



| | | |
|--|---|---|
| 700 PARKER SQUARE SUITE 205 FLOWER MOUND, TEXAS 75028 T. 800.675.6353 F. 469.322.1915 | MEN'S WEARHOUSE STORE #4111 3001 White Bear Avenue N. St Paul MN 55109 | DATE: 10/18/11 DESIGNER: TJV FILENAME: 11-07205 |
| | Revision _____ Date _____ Description _____ SALES APPROVAL _____ CUSTOMER APPROVAL _____ LANDLORD APPROVAL _____ | Dimension are approximate & may change due to construction factors or exact field conditions. Color shown areas close as printing will allow; always follow written specifications. ALL RIGHTS RESERVED: This design has been created for you in connection with a project being planned for you by ADART. It may NOT be shown to anyone outside your Organization, and may NOT be reproduced in any manner without prior consent. |



PROPOSED ELEVATION

N.T.S.

|  <p>700 PARKER SQUARE SUITE 205 FLOWER MOUND, TEXAS 75028 T. 800.675.6353 F. 469.322.1915</p> | <p>MEN'S WEARHOUSE STORE #4111 3001 White Bear Avenue N. St Paul MN 55109</p> | <table border="1"> <thead> <tr> <th>Revision</th> <th>Date</th> <th>Description</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> | Revision | Date | Description | | | | | | | | | | | | | | | | <p>SALES APPROVAL _____</p> <p>CUSTOMER APPROVAL _____</p> <p>LANDLORD APPROVAL _____</p> |
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293.49"

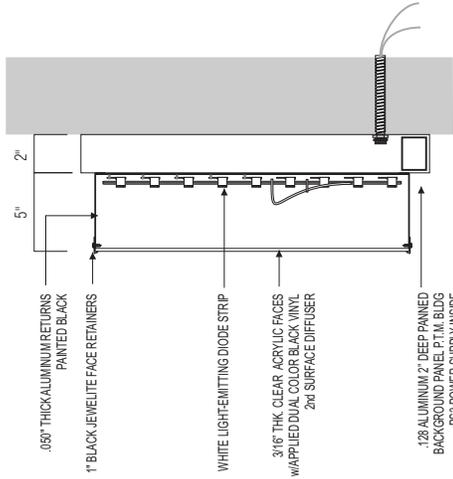
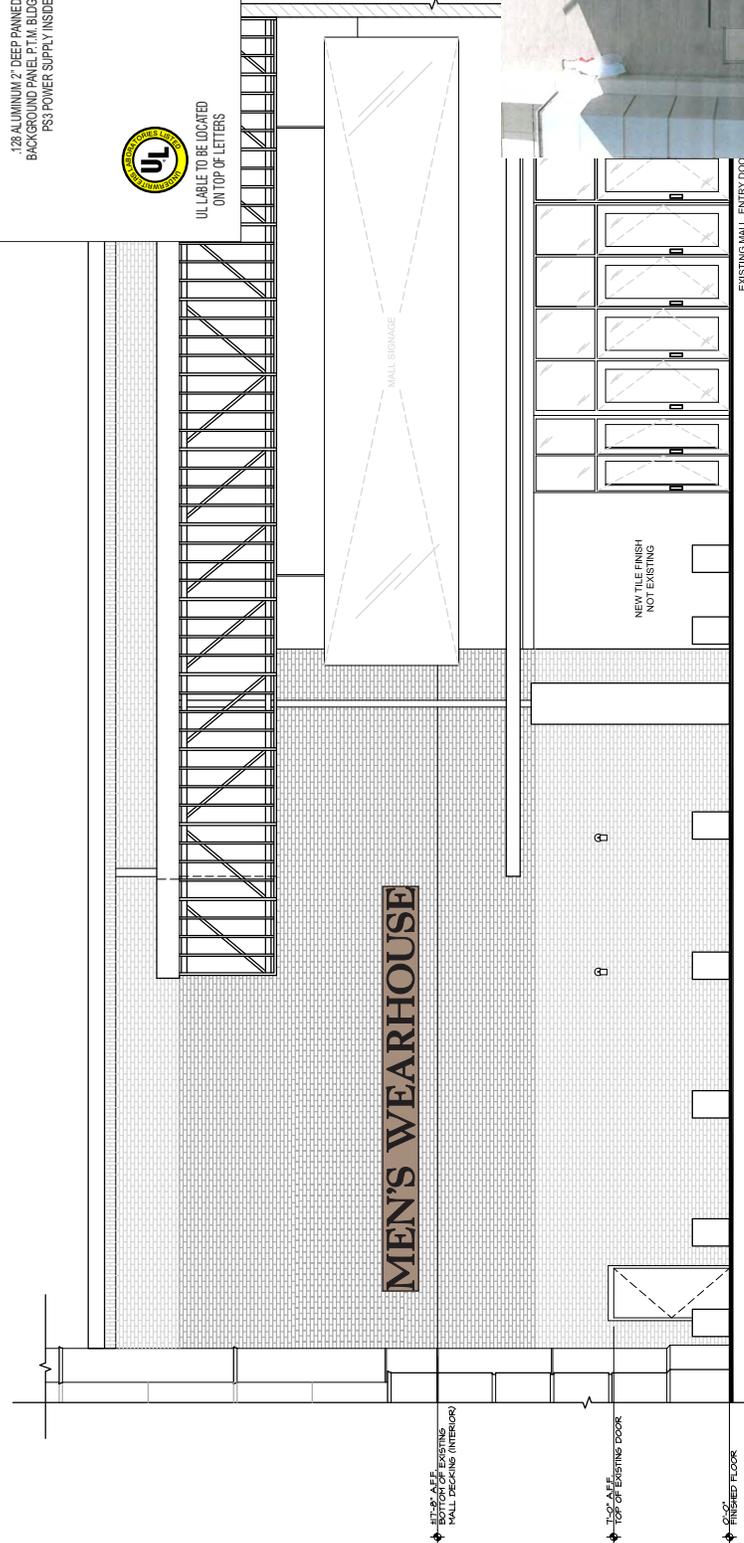
MEN'S WEARHOUSE

CHANNEL LETTERS

49 SQ FT

SCALE: 1/4" = 1'-0"

Attachment 4



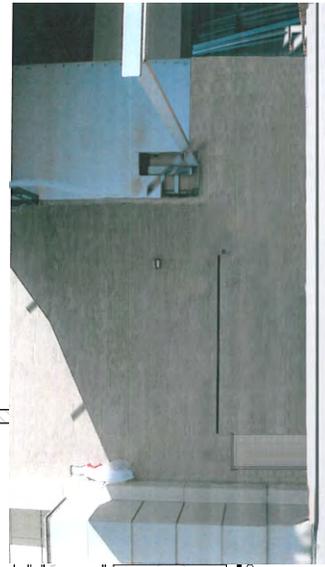
LETTER SECTION

N.T.S.



UL LABEL TO BE LOCATED ON TOP OF LETTERS

NO OUTSIDE JUMPS ALLOWED - ALL PENETRATIONS MUST BE THRU WALL



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| SALES APPROVAL | _____ |
| CUSTOMER APPROVAL | _____ |
| LANDLORD APPROVAL | _____ |

| Revision | Date | Description |
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MEN'S WEARHOUSE
STORE #4111
 3001 White Bear Avenue N.
 St Paul MN 55109

DATE: 10/18/11
 DESIGNER: TJV
 FILENAME: 11-07207

ADART®
SIGN COMPANY
 700 PARKER SQUARE
 SUITE 205
 FLOWER MOUND, TEXAS 75028
 T.800.675.6353
 F.469.322.1915



MEN'S WEARHOUSE

PROPOSED ELEVATION

N.T.S.

|  <p>700 PARKER SQUARE SUITE 205 FLOWER MOUND, TEXAS 75028 T. 800.675.6353 F. 469.322.1915</p> | <p>MEN'S WEARHOUSE STORE #4111 3001 White Bear Avenue N. St Paul MN 55109</p> | <table border="1"> <thead> <tr> <th>Revision</th> <th>Date</th> <th>Description</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> | Revision | Date | Description | | | | | | | | | | | | | | | | <p>SALES APPROVAL _____</p> <p>CUSTOMER APPROVAL _____</p> <p>LANDLORD APPROVAL _____</p> | <p>Dimension are approximate & may change due to construction factors or exact field conditions. Color shown areas close as printing will allow; always follow written specifications. ALL RIGHTS RESERVED: This design has been created for you in connection with a project being planned for you by ADART. It may NOT be shown to anyone outside your Organization, and may NOT be reproduced in any manner without prior consent.</p> |
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December 3, 2012

Mr. Michael Martin
Planner
City of Maplewood
1830 County Road B East
Maplewood, MN 55109

RE: Sign Variance Request for Men's Wearhouse- Maplewood Mall

Dear Mr. Martin:

Thank you again for your assistance through this sign variance process. While it has been an arduous task, I think that all of the parties involved have understood the importance of the issue and agree that the interests of all the parties have been represented in the process.

That being said, I am writing this letter to give my support for the finding of the Community Design Review Board at their last meeting held November 27th in that the Board approved a 24 inch stacked sign per the submitted sign plan by my company.

This sign size and style will allow us to advertise our business and location in the mall while keeping with the community standards which the Board is tasked to enforce and protect.

Please let me know if I can ever be of assistance in the future, and I look forward to a long and valuable relationship with the City of Maplewood and its residents.

Best regards,

A handwritten signature in black ink, appearing to read 'Rob Bradley', is written in a cursive style.

Rob Bradley
Director of Real Estate, Central U.S.

215 S. Denton Tap Rd., Suite 210 Coppell, TX 75019 (972) 462-1365 wk (972) 745-1989 fax

MEMORANDUM

TO: James Antonen, City Manager
 FROM: Tom Ekstrand, Senior Planner
 Chuck Ahl, Assistant City Manager
 SUBJECT: **Comprehensive Plan Amendment, Rezoning, Conditional Use Permit and Right-of-Way Vacations**
 Votes needed: A 4/5 vote of the city council is required for the proposed Comprehensive Plan amendment and right-of-way vacations, a 3/5 vote is required for rezoning conditional use permit approvals
 LOCATION: North side of Roselawn Avenue, East of McMenemy Street
 DATE: December 4, 2012

INTRODUCTION

Azure Properties is proposing to build a 71-unit senior's apartment building on the north side of Roselawn Avenue across from St. Jerome's Church.

To build this apartment building, the applicant is requesting the following approvals:

1. A comprehensive land use plan amendment from LDR (low density residential) and P (park) to HDR (high density residential).
2. A rezoning from R1 (single dwelling residential) and OSP (open space & parks) to R3 (multiple dwelling residential). Staff had suggested, as an option, approval of a conditional use permit for a planned unit development instead of a rezoning to R3.
3. Right-of-way vacations for:
 - The easterly 10 feet of Edgemont Street adjacent to the proposed site.
 - The southerly half of the alley east of Edgemont Street.

CITY COUNCIL DIRECTION

On November 26, 2012, the city council moved to table action and directed staff to provide them with findings for the denial of the above requests. These findings are listed in the Recommendation.

RECOMMENDATION

- A. Deny the request by Azure Properties to amend the Maplewood Comprehensive Land Use Plan classifications from LDR (low density residential) and P (park) to HDR (high density residential) for property on the north side of Roselawn Avenue east of Edgemont Street. This property consists of land owned by the applicant, the easterly 10 feet of Edgemont Street, an

undeveloped alley right-of-way and .9 acres of city-owned land and vacated Arkwright Street. Denial is based on the following reasons:

1. A goal of the Maplewood Comprehensive Land Use Plan is to strive for a variety of housing types for people of all stages of the life cycle. It was demonstrated at the November 26, 2012 city council meeting that this neighborhood currently has a variety of housing types which include senior housing, town homes, apartments, single family homes and long-term nursing home care. This neighborhood, therefore, is already meeting the goals of the comprehensive plan by serving people of all stages of the life cycle.
 2. It was further stated at the November 26, 2012 city council meeting that the existing senior's housing complex in this neighborhood, Rosoto Villa on Roselawn, is not currently fully occupied. The concern was raised whether the neighborhood could sustain another 71 units of senior housing when the existing senior housing facility is not at full occupancy.
 3. Similarly, The Shores Senior Housing complex has recently been completed on Frost Avenue and East Shore Drive only a few miles away that has 105 available senior units and vacant land with the potential for an additional 62 plus units. Thus, this area has 105 newly available senior's units, with the potential for 167, without having to make any amendments to the Comprehensive Plan or to the City's existing zoning controls/map.
 4. Approval of a land use plan amendment to provide for 71-units of senior housing would not, therefore, be necessary to meet the goals and objectives of the land use plan since these goals and objectives are currently being met.
- B. Deny the proposed rezoning from R1 (single dwelling residential) and OSP (open space and park) to R3 (multiple dwelling residential). Denial is because, without a comprehensive land use plan amendment to HDR (high density residential), rezoning to multiple-dwelling residential would be an inappropriate zone change that would conflict with the comprehensive plan's guide for land use.
- C. Deny a conditional use permit for a planned unit development to allow the construction of a 71-unit senior housing complex on the proposed site. Denial is because the proposed use would not be located, designed, maintained, constructed and operated to be in conformity with the city's comprehensive plan and the zoning code, since the land use plan and zoning classifications have not been changed to support multi-family development.
- D. Deny the vacations of the easterly 10 feet of Edgemont Street and the alley east of Edgemont Street on the north side of Roselawn Avenue. Denial is because, without the approval of a land use plan amendment to HDR (high density residential), the other zoning requests are not appropriate and the proposed senior housing development would not be in harmony with the city's land use plan. Since the vacation of these rights-of-way were for the purpose of providing additional density for the proposed project, vacating them at this time would serve no purpose and is, therefore, not in the public's interest to do so at this time.

REFERENCE INFORMATION

SITE DESCRIPTION

Proposed site size: 2.58 acres
Existing Use: Undeveloped

SURROUNDING LAND USES

North: Undeveloped city-owned property
South: Roselawn Avenue and St. Jerome's Church
West: Undeveloped Edgemont Street and undeveloped single-dwelling residential property
East: Undeveloped city-owned property

PLANNING

Existing land use plan: LDR and P
Proposed Land use plan: HDR

Existing zoning: R1 and OSP
Proposed zoning: R3

APPLICATION DATE

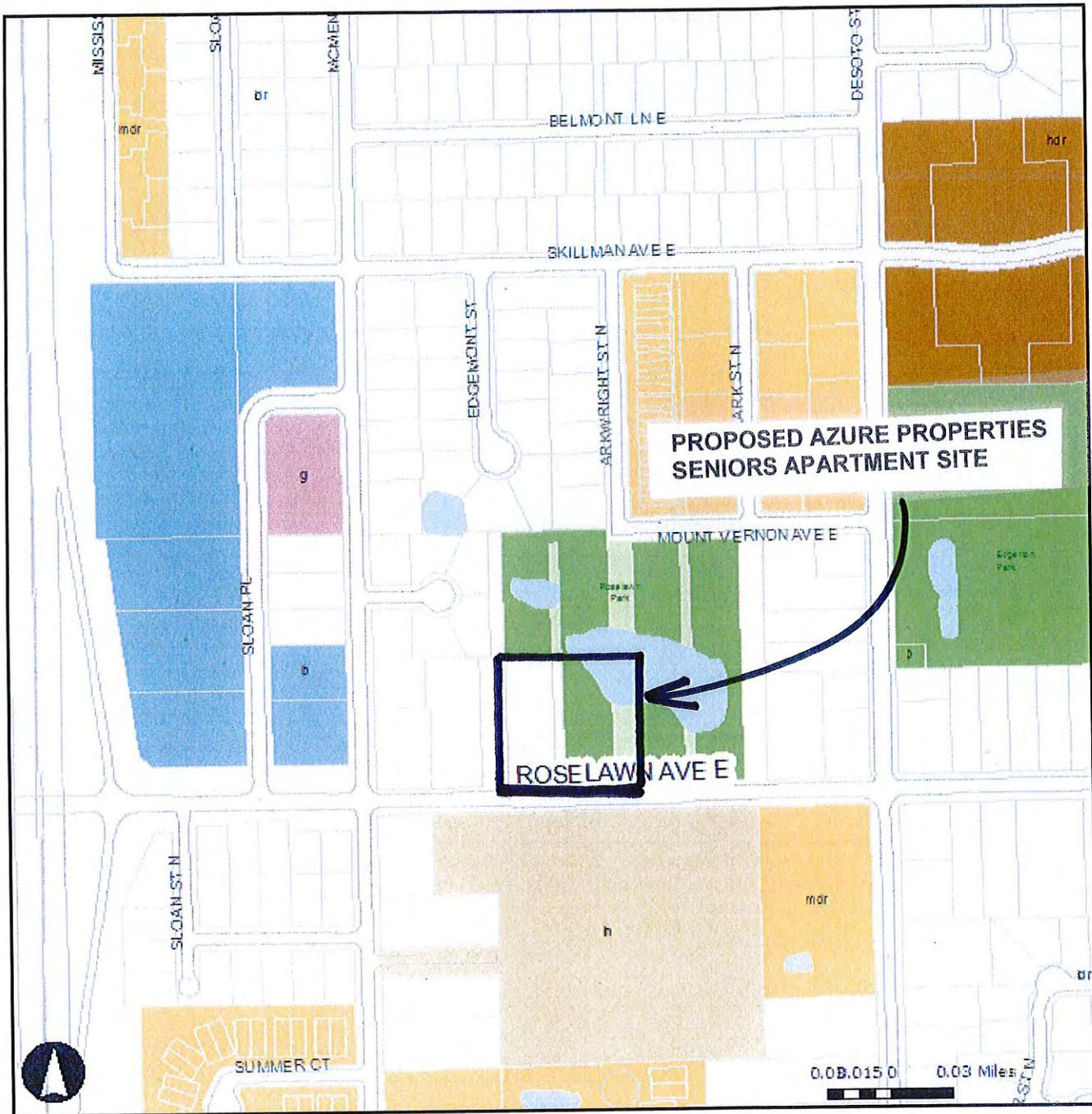
The application for this request was complete on August 24, 2012. State law required that the city take action within 60 days of receiving complete applications for a land use proposal. State statute, however, also allows the city to extend the initial 60-day review period an additional 60 days if additional time is needed to complete the review. Staff extended the review period this proposal an additional 60 days, therefore, the new deadline for city action on these requests is December 22, 2012.

p:\sec17\Azure Properties Senior Apts\Azure Props Apts Recommendation to Deny CC Report 12 12 te

Attachments:

1. Land Use Plan Map
2. Zoning Map
3. Right-of-Way Vacation Map

Land Use Plan Map



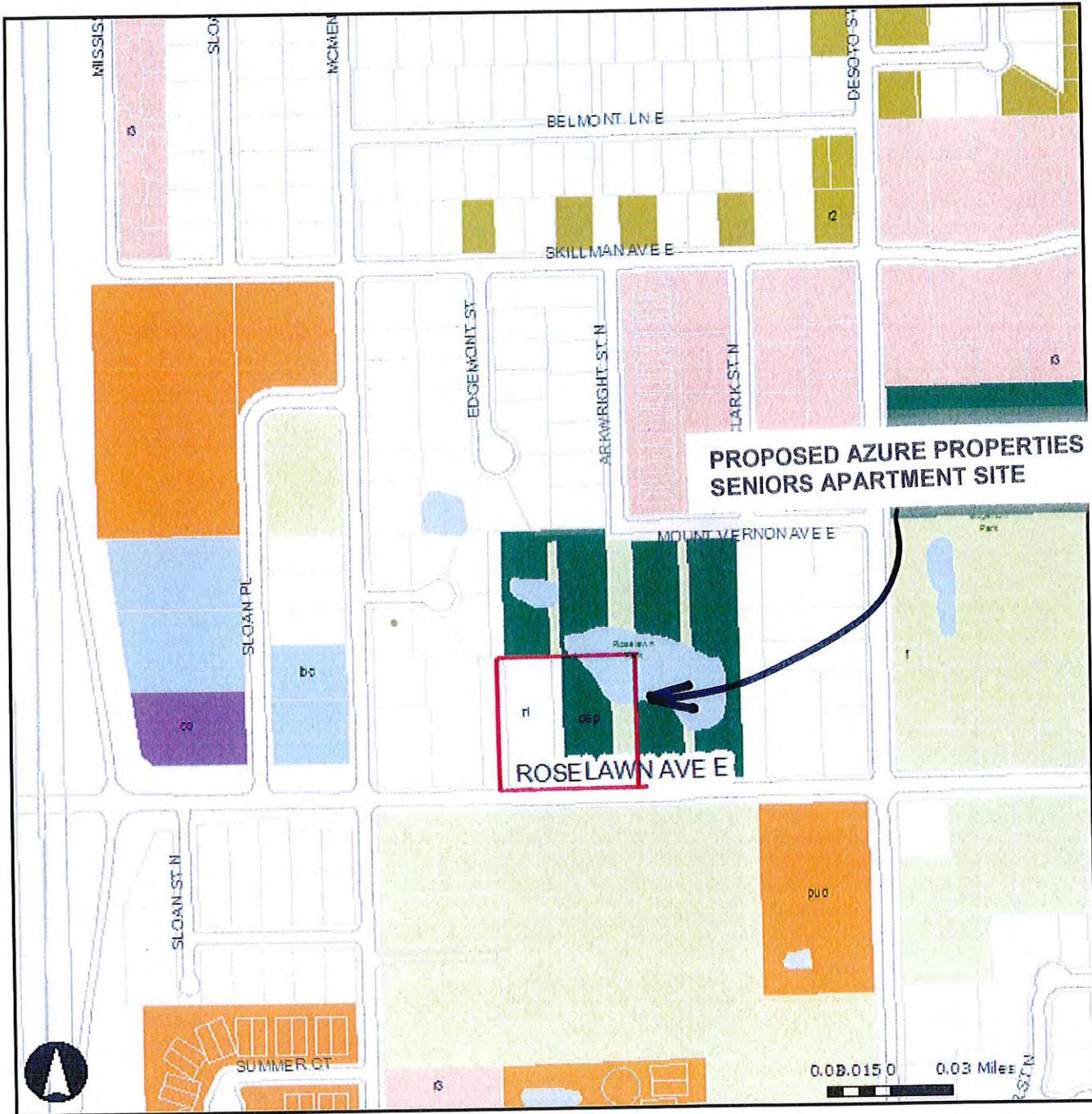
Copyright

MaplewoodBaseMap

Chad Bergo

Parcels: This data set is available to everyone. Fees and policy are published in the Ramsey County Fee Schedule. Charges are variable and are subject to change. See the Ramsey County Fee Schedule for specific information on fees and policy.

Zoning Map



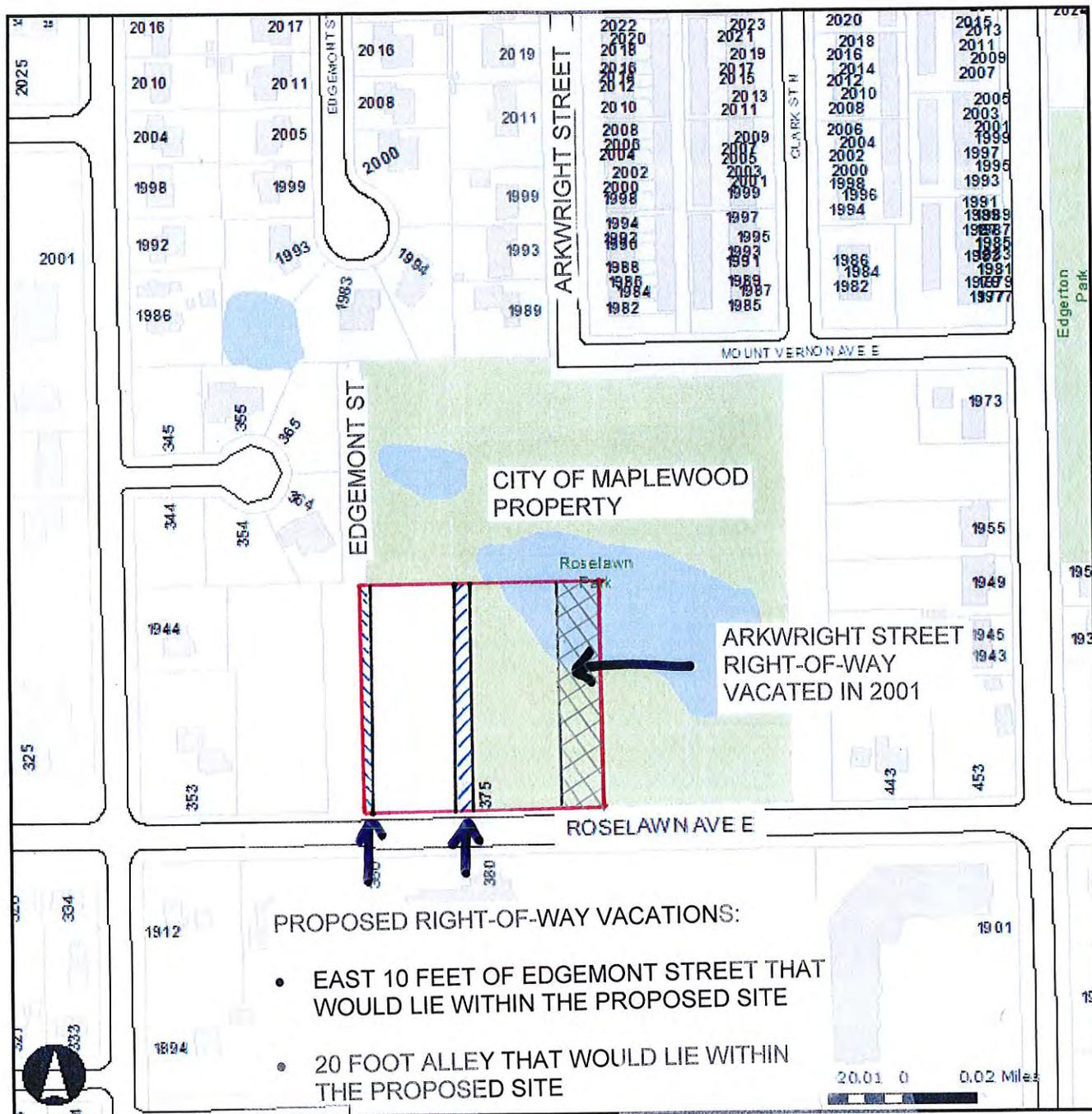
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MaplewoodBaseMap

Chad Bergo

Parcels: This data set is available to everyone. Fees and policy are published in the Ramsey County Fee Schedule. Charges are variable and are subject to change. See the Ramsey County Fee Schedule for specific information on fees and policy.

SENIOR APARTMENTS PROPOSAL



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PROPOSED AZURE PROPERTIES SENIORS APARTMENT SITE

MINUTES
MAPLEWOOD CITY COUNCIL
 7:00 p.m., Monday, November 26, 2012
 Council Chambers, City Hall
 Meeting No. 21-12

A. NEW BUSINESS

1. Comprehensive Land Use Plan Amendment, Rezoning and Right-of-Way Vacations for a Proposed Senior's Housing Apartment Building by Azure Properties, North Side of Roselawn Avenue , East of McMenemy Street

Senior Planner Ekstrand gave the staff report and answered questions of the council. Public Works Director/City Engineer Thompson answered additional questions of the council.

The following people spoke:

1. Herb Toenjes, 1950 Hawthorne Avenue, St. Paul
2. Amy Dorn-Fernandez, 365 Toenjes Place
3. Janet Johnson, 1961 McMenemy Street
4. Diana Longrie, 1771 Burr Street
5. Sharon Gebhardt, 1986 Arkwright
6. Bob Zick, North St. Paul Resident
7. Mark Bradley, 2164 Woodlyn Avenue

Tom Schuette, Property Manager with Azure Properties addressed and answered questions of the council.

Councilmember Cardinal moved to table the approval of the resolution amending the comprehensive land use plan classification from LDR (low density residential) and P (park) to HDR (high density residential) for property on the north side of Roselawn Avenue east of Edgemont Street; Deny the proposed rezoning from R1 (single dwelling residential) to R3 (multiple dwelling residential);

Seconded by Mayor Rossbach with a friendly amendment for staff to craft significant fact of findings for denial and present it at the next City Council meeting on December 10, 2012.

Ayes – All

The motion passed.

MEMORANDUM

TO: James Antonen, City Manager
FROM: Tom Ekstrand, Senior Planner
Chuck Ahl, Assistant City Manager
SUBJECT: **Consider Postponing the Combination of the Planning Commission and Community Design Review Board into one Commission**
DATE: December 3, 2012

INTRODUCTION

On November 15, 2012, at the council/manager workshop, the city council discussed combining the planning commission and the community design review board into one commission. The council expressed concern about losing a well-functioning design-review process if we were to make this combination. If this combination were to take place, they discussed options such as:

1. Forming a design subcommittee within the planning commission,
2. Having a ranked or weighted voting system on design matters, or
3. Forming a PC/CDRB membership with at least five design-background members

The city council chose to take no action on this matter and directed staff to look further into the pros and cons of this combination and the process for doing so.

DISCUSSION

Upon further evaluation, staff is of the opinion that the concerns outweigh the benefit for making this change in the city's review process, at least for now. Staff recommends revisiting this issue in a year to see if we see any new benefit in making the PC/CDRB combination. For now, as the council indicated, we have a knowledgeable and well-functioning planning commission and design-review board and we should not make changes that may possibly compromise our review process.

Staff will continue to advertise to fill the vacancies we have on both commissions and feel confident that the council will find qualified people to serve.

RECOMMENDATION

Table action and further this discussion to the second meeting of November 2013 to reconsider the combination of the planning commission and the community design review board into one commission.

p:\ ORD\Planning Commission Ordinance\PC CDRB Combination Postponement Memo CC Report 12 12 te

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Chuck Ahl, Assistant City Manager
RE: Approval of Month-to-Month Extension for Contractual Police and Fire Services for the City of Landfall
DATE: December 4, 2012

INTRODUCTION

The City maintains contracts to provide Police and Fire protection services with the City of Landfall. It is proposed to continue providing service on a month-to-month basis in 2013 as Landfall explores other options for their City.

Representatives from the Landfall Council and newly elected Landfall Council representatives will address the Council during the presentation portion of the meeting.

BACKGROUND

On June 11, 2012, the City Council received a letter from the Landfall City Attorney requesting immediate termination of police services after 19 years of service by Maplewood to Landfall. The City Council, under advice from the Police and Fire Chief, indicated that Maplewood was not interested in continuing to provide fire protection without the support of the Maplewood Police Department and directed the City Manager to negotiate the termination of service, including terminating fire service. There have been various leadership changes in Landfall during the past few months, as well, Council positions and the Mayor position in Landfall changed during the recent elections. Landfall has been unable to arrange for service to replace the Maplewood service, although indications are that they are looking to eventually terminate the Maplewood agreement.

The current contract provides for Landfall to pay Maplewood a sum of \$121,630 annually for the Police Services. The City of Maplewood also provides Fire Protection services for Landfall at an annual sum of \$11,620 for a total annual expense to Landfall of \$133,250.

At the June 2012 meeting and subsequent meetings, the Landfall representatives indicated concern with response times and interaction with Maplewood staff. No formal complaints were filed, and State statutes do not provide for any investigation into these issues and claims. All information provided to Management and the Police Chief indicated a difference of opinion on the nature and importance of calls between Maplewood police and Landfall Park Management staff.

Given the disagreement and possible breakdown in communication during the summer, this is not a major issue to Maplewood service. From a financial standpoint, it is a break-even, at best, if not a financial support for Landfall, from Maplewood. Termination will mean that at this time, Maplewood will not fill one vacant officer position. No Maplewood employees will be terminated if this contract is cancelled.

As Management, we are adamant that our Public Safety team not be compromised by providing Fire Safety services in an area where our employees are not also protected with our Police

Safety services. Thus, Landfall is requesting a short-term extension prior to termination of Police Service as well as our recommended termination of the Fire Safety contract on terms that would be similar to the termination of the Police Services contract.

In order for Landfall to remain with service, we are recommending that the City Council approve a month-to-month continuation of service as determined by the City Manager until such time that Landfall arranges for Police and Fire protection services from other agencies. This extension is not anticipated to exceed 6 months.

Recommended Action

It is recommended that the City Council authorize the City Manager to enter into a month-to-month contract for the extension of service for Police and Fire Protection services in the City of Landfall according to existing terms for up to 6 months; at which time, the contract shall be terminated with Landfall for Police Protection and Fire Protection Services in the best interests of the City of Maplewood.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Chuck Ahl, Assistant City Manager
RE: **Approval of Resolution Authorizing Maintenance Agreement with MnDOT [Agmt. No. 2472] for the Former BNSF Bridge Number 62822 Over T.H. 694 Between White Bear Avenue and T.H. 61**
DATE: December 5, 2012

INTRODUCTION

The City maintains the railroad corridor for the Bruce Vento Trail from just north of Beam Avenue to just north of T.H. 694. An agreement on the maintenance of the bridge over T.H. 694 for this corridor is holding up the sale of this corridor to the Ramsey County Regional Rail Authority [RCRRA]. Approval of a maintenance agreement for the bridge is necessary to move the sale process forward.

BACKGROUND

From 2002 to 2006, the City of Maplewood was involved in a redevelopment effort for the Legacy Village area. As part of the environmental review of the area, the transportation improvements required the extension and realignment of County Road D. That realignment project required an abandonment of the railroad corridor owned by BNSF. Ramsey County had a grant to construction an extension of the Bruce Vento Trail from Beam Avenue north to Buerkle Road in White Bear Lake. An agreement was negotiated and executed in 2006 that provided for Maplewood to acquire the railroad right of way from BNSF, construct the Bruce Vento Trail extension, and to attempt to negotiate a re-sale of the railroad right of way to Ramsey County Regional Rail Authority [RCRRA]. All the provisions of the agreement were completed with the exception of the sale of the right of way to RCRRA.

Negotiations on the sale of the right of way to RCRRA have been completed; however, the status of the bridge over 694 remains an open issue. A very complex issue that has state-wide significance revolves around the bridge ownership. The railroad right of way has existed since the 1850's. The 694 corridor was begun in 1965, when MnDOT acquired an easement over the railroad right of way for the new freeway. Because the railroad pre-existed the freeway, MnDOT agreed to construct a crossing/bridge to maintain the railroad purpose. In addition, MnDOT agreed to maintain the crossing/bridge, while the railroad agreed to continue to maintain the rail and ballast for the rail purposes. Since 1969, when 694 was constructed, the bridge has been maintained by BNSF and the costs of maintenance were paid by MnDOT per the 1965 agreement. Maplewood purchased all of BNSF's interests in the rail corridor in 2006. MnDOT agrees that they must still maintain the bridge, but are not certain if they actually own the bridge.

The attached agreement provides for the continued maintenance of the bridge by MnDOT and is silent on the ownership of the bridge. Maplewood has a tentative agreement to sell the railroad right of way to RCRRA, and the question of whether Maplewood is selling the bridge to RCRRA is central to the current discussions/negotiations. In effect, Maplewood contends to MnDOT that we cannot sell what we did not buy from BNSF.

The agreement establishes that MnDOT will continue to pay for the same maintenance on the bridge as they have since 1969. It changes the situation whereby the railroad corridor owner maintains the bridge and requests reimbursement from MnDOT to a situation whereby MnDOT does the actual work at their expense.

Management and Attorneys representing RCRRA have reviewed this agreement and have requested revisions. It is Maplewood's intent to assign this agreement [and the bridge that we do not own!] to RCRRA. The RCRRA Attorneys are revising and negotiating some of the terms of the agreement to be certain it is acceptable to them. Those final changes are not considered substantial to the final agreement. A draft of the agreement is attached, along with the resolution authorizing the Mayor and City Manager to execute the agreement. Those minor changes will be subject to the Assistant City Manager and City Attorney review.

Recommended Action

It is recommended that the City Council approve the resolution authorizing the Maintenance Agreement with MnDOT [Agmt.No. 02472] for the former BNSF Bridge Number 62822 over T.H. 694 between White Bear Avenue and T.H. 61; subject to minor revisions that shall be approved by the Assistant City Manager and City Attorney.

Attachment:

1. Agmt. No. 02472
2. Resolution

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
CITY OF MAPLEWOOD
COOPERATIVE CONSTRUCTION
AGREEMENT**

State Control Section: 6286
Trunk Highway Number (T.H.): 694
Bridge Number: 62822
Limited Use Permit Number: _____

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and City of Maplewood acting through its City Council ("City").

Recitals

1. There is an existing bridge over T.H. 694, Bridge No. 62822 ("Bridge"); and
2. The State and BNSF Railway Company ("BNSF") (formerly known as Northern Pacific Railway Company) have an agreement (Agreement No. 54881, which includes amendment 1 to that agreement and letters regarding placement of sign structures on the Bridge) for the construction of T.H. 694 and the construction, maintenance and repair of the Bridge; and
3. The State and BNSF have a letter of request for the placement of highway signs on the Bridge; and
4. The City did purchase certain property from BNSF and Minnesota Commercial Railway Company, including the Bridge, in September 2005; and
5. The City, BNSF, Minnesota Commercial Railway, and the State intend to execute, contemporaneous with this Agreement, an Agreement of Assignment, Assumption, and Consent, which document will transfer to the City the obligations of BNSF regarding maintenance and repair of the Bridge; and
6. The parties wish to formalize a new maintenance and repair agreement for the Bridge as it exists today to replace the terms of Agreement No. 54881 that relate to maintenance and repair of the Bridge; and
7. The City has issued a permit to Ramsey County Parks and Recreation for the construction and operation of a bicycle/pedestrian trail (Bruce Vento Trail), and this trail currently occupies the use of the Bridge; and
8. Minnesota Statutes § 161.20, subdivision 2, authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the trunk highway system.

Agreement

1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits

- 1.1. **Effective date.** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. **Expiration date.** This Agreement will expire when all obligations have been satisfactorily fulfilled.
- 1.3. **Survival of terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 2. Maintenance by the Parties; 5. Liability; Worker Compensation Claims; Insurance; 7. State Audits; 8. Government Data Practices; 9. Governing Law; Jurisdiction; Venue; and 11. Force Majeure.

1.4. Exhibits. The Agreement of Assignment, Assumption, and Consent entered into by BNSF, Minnesota Commercial Railway, the City and the State on _[DATE]_____, 2012, is attached hereto as Exhibit 1.

2. Maintenance by the Parties

The State and the City agree to terminate all provisions relating to maintenance and repair of the Bridge contained in Agreement 54881 and to share in the maintenance and repair of the Bridge, as it exists today, as follows:

2.1. Maintenance by the City. The City, at its expense, shall provide for the maintenance and repair the upper portion of the Bridge, starting with the bridge deck, including railings, fence, the trail and subsurface needed for the trail. The City shall provide for any trash pick-up and removal, plowing and removal of snow, graffiti removal, signage pertaining to trail usage, painting on the trail side of the bridge, and similar maintenance associated with the trail. Any maintenance activities shall be performed in a manner such that no debris, snow or other matter is deposited on the highway or right of way below. The City shall also maintain the approaches to the Bridge outside the highway right-of-way.

The City shall not place or display any non-trail signs, flags, or other objects on the bridge.

The parties intend that this Agreement does not establish a permanent park, recreation area or wildlife or waterfowl refuge facility that would become a Section 4(f) property subject to 23 U.S.C. §138 or 49 U.S.C. §303. If a determination is made that the trail is subject to Section 4(f), the City shall have full responsibility to obtain and implement any Section 4(f) approvals and compliance requirements.

2.2. Maintenance by the State. The State, at its expense, shall maintain and repair the Bridge, starting from the below the bridge deck and including the abutments, beams, the highway right-of-way including backslopes and masonry slope protection, drainage facilities within the highway right-of-way and painting of the Bridge below the bridge deck. The State may in its discretion attach to the Bridge signage relating to usage of the highway.

2.3. Future replacement of the Bridge. At such time as major modifications are required in the future, whether caused by highway work or use of the Bridge for trail purposes or otherwise, then the parties will negotiate a new agreement.

3. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

3.1. The State's Authorized Representative will be:

Name/Title: Maryanne Kelly-Sonnek, Municipal Agreements Engineer (or successor)
Address: 395 John Ireland Blvd, MS682
Telephone: 651.366.4634
Fax: 651.366.4769
E-Mail: maryanne.kellysonnek@state.mn.us

3.2. The City's Authorized Representative will be:

Name/Title: Chuck Ahl, P.E., Assistant City Manager/Public Works Director (or successor)
Address: City of Maplewood, 1830 County Road B East, Maplewood, MN 55109
Telephone: 651.249.2056

4. Assignment; Amendments; Waiver; Contract Complete

4.1. Assignment. The City may assign its rights and obligations under this Agreement to the Ramsey County Regional Rail Authority upon written notice of such assignment to the State. Otherwise, neither party may

assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

- 4.2. **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 4.3. **Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 4.4. **Contract Complete.** This Agreement contains all prior negotiations and agreements between the State and the City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

5. Liability; Worker Compensation Claims; Insurance

- 5.1. Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the City. Notwithstanding the foregoing, the City will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys fees), and expenses arising in connection with the project covered by this Agreement, regardless of whether such claims are asserted by the City's contractor(s) or consultant(s) or by a third party because of an act or omission by the City or its contractor(s) or consultant(s).
- 5.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.
- 5.3. The City may require its contractor to carry insurance to cover claims for damages asserted against the City's contractor.

6. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

7. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the City's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

8. Government Data Practices

The City and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the City under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the City or the State.

9. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10. Termination; Suspension

10.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

10.2. *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the City. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the City will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

10.3. *Suspension.* In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance and payments authorized through this Agreement. Any work performed during a period of suspension will be considered unauthorized work and will be undertaken at the risk of non-payment.

11. Force Majeure

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]

CITY OF MAPLEWOOD

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Approved as to form:

By _____

Title _____

Date _____

DEPARTMENT OF TRANSPORTATION

Approved:

By: _____
(State)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With delegated authority)

Date: _____

INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

CITY OF MAPLEWOOD

RESOLUTION

IT IS RESOLVED that the City of Maplewood enter into Mn/DOT Agreement No. 02472 with the State of Minnesota, Department of Transportation for the following purposes:

To clarify the maintenance responsibilities of the former BNSF Railroad Bridge number 62822 over T.H. 694 between White Bear Ave. and T.H. 61 between the State of Minnesota, Department of Transportation and the City.

IT IS FURTHER RESOLVED that the Mayor and the _____ are
(Title)
authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Maplewood at an authorized meeting held on the _____ day of _____, 2012, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this
_____ day of _____, 2012

Notary Public _____

My Commission Expires _____

NOTARY
STAMP

(Signature)

(Type or Print Name)

(Title)

MEMORANDUM

TO: James Antonen, City Manager
 FROM: Michael Martin, AICP, Planner
 Charles Ahl, Assistant City Manager
 SUBJECT: **Conditional Use Permit Revision for a Planned Unit
 Development for Buffalo Wild Wings – Chesapeake Retail
 Center**
 LOCATION: 3085 White Bear Avenue
 DATE: December 4, 2012

INTRODUCTION

Project Description

Buffalo Wild Wings is proposing a façade update to its building, moving its main entrance, adding a takeout entrance and expanding its outdoor patio. Buffalo Wild Wings was approved as part of a planned unit development (PUD) which also includes TGI Fridays, Jared Jewelers, and a multi-tenant retail center.

Requests

Buffalo Wild Wings is requesting that the city approve the following requests to move forward with its remodel plans:

1. A revision to its conditional use permit (CUP) for a PUD. The PUD revision is needed due to the site plan change for Buffalo Wild Wing's proposed building expansion.
2. Design review.

Background

May 24, 2004, the city council approved a preliminary plat, planned unit development, and design review for Chesapeake Retail Center.

August 9, 2004, the city approved the building elevation changes for Buffalo Wild Wings and building plans, sign plans, and landscape plans for the multi-tenant building to be located in the center (this was not part of the original PUD).

August 23, 2004, the city council approved the final plat for Chesapeake Retail Center.

October 10, 2005, the city council approved an extension of the CUP for Chesapeake Retail Center.

DISCUSSION

Planned Unit Development

The property is zoned PUD, but had previously been zoned business commercial (BC). Within the BC zoning district restaurants and retail stores are permitted uses. A PUD was requested to allow flexibility from the city's codes in order to produce a superior development. In addition, a PUD was required to assure cross easements and maintenance of all commonly owned property and facilities.

The applicant is proposing to expand the existing patio to the west. The proposed patio would not be any closer to the private road, than the closest part of the existing building. Code does not specify specific building or patio setbacks from a private road. The existing patio seats 52 people. The proposed, expanded patio would seat 74 – for an increase of 22 people.

This PUD was originally approved in 2004. Typically, when the city revises PUDs it will delete conditions that no longer apply or are completed. You will find in the staff recommendations and the attached PUD amendment resolution, staff did not delete any language. This was a complicated site and approval with so many users and shared resources that staff felt it was more important to leave the language in the PUD as is to ensure compliance into the future.

Setbacks

City code does not specify a required setback to a private road. Buffalo Wild Wings was originally approved to be approximately 13 feet off the private road owned by the Maplewood Mall. The proposed patio will be no closer to the private road than the closest part of the existing building.

Parking

No changes are proposed to any part of the parking lot at the Chesapeake Retail Center. The center currently has 342 parking spaces for the four restaurant/retail buildings while code requires 315 spaces. This means the center is “over-parked” by 27 spaces. With the small building expansion and added patio space, Buffalo Wild Wings would require an additional 18 parking spaces, which still leaves the center with nine “extra” spaces.

Signs

Signs are depicted on the renderings submitted to the city for review. The comprehensive sign plan for this site allows Buffalo Wild Wings three wall signs, but only one per elevation. Wall signs are limited in size to 20 percent of the gross wall area for which the sign is attached. These wall sign requirements are the same for all the standalone buildings at this center. On the proposed plans, the north elevation has two wall signs, which does not meet the sign plan for this site. When the applicant applies for sign permits all sign plan restrictions must be complied with.

Building Design

The original Buffalo Wild Wings building was proposed at 5,430 square feet in area and 27 feet in height. All four elevations consisted of EIFS, a 2-foot high concrete masonry block wainscot, and a few windows with black and yellow canopies above, mainly on the north elevation

The revised Buffalo Wild Wings building will be approximately 300 square feet larger, but will remain at 27 feet in height. The building materials will consist of EIFS, thin brick veneer, horizontal wall paneling and additional windows. The a 2-foot high concrete masonry block wainscot around the base of the buildings will remain.

Buffalo Wild Wings was required by the city council in include a 6-foot-high fence around the entire patio. This fence was constructed of tempered glass on top of block. Staff recommends the same style fence be installed around the expanded patio.

Landscaping

The approved Buffalo Wild Wings foundation landscape plan includes 13 ornamental trees, 159 shrubs, and several perennials. To build the additional patio space two or three of the required ornamental trees will have to be removed. The applicant should be required to replace any displaced trees. Staff recommends the locations of the new trees be approved by staff. In addition, all required foundation plantings should be remain in place and if any plants are damaged or killed due to the façade remodels the plants must be replaced as required by the previously approved landscape plan.

Summary

The proposed expansion is relatively minor but would constitute a revision to the approved site plan for the multi-building PUD and specifically Buffalo Wild Wing's building foot print.

OTHER COMMENTS

Police Department: Deputy Chief Dave Kvam stated that he has no significant public safety concerns regarding the expanded and remodeled Buffalo Wild Wings.

Building Department: Dave Fisher, building official, stated the project requires a building permit and signed documents by design professionals.

Fire Department: Butch Gervais, fire marshal, stated Buffalo Wild Wings will need to make sure they make any necessary changes to the fire protection system to provide the proper coverage, they will be required to post the occupancy limits for the patio and the main restaurant.

Public Works Department: Jon Jarosch, staff engineer, reviewed the plans and stated the applicant will need to provide erosion control items (silt fence, inlet protection, etc.). Applicant will also need to have a SAC/WAC review done, due to expanded capacity.

COMMITTEE ACTION

Planning Commission

On November 20, 2012, the planning commission held a public hearing and recommended approval of the proposed revision to the PUD. The draft minutes from this meeting are attached.

Community Design Review Board

On November 27, 2012, the community design review board reviewed the building design plans for this project and recommended approval. The draft minutes from this meeting are attached.

RECOMMENDATIONS

1. Approve the resolution attached to this report. This resolution approves an amendment to the conditional use permit for a planned unit development for the development of four restaurant/retail buildings at 3085 White Bear Avenue (Chesapeake Retail Center). Approval is subject to the following conditions (additions underlined):
 - a. Have the city engineer approve final construction and engineering plans. These plans shall comply with all requirements as specified in the city engineering department's April 26, 2004, engineering plan review as well as the following:
 - 1) A westward extension of the retaining wall south of Building D (Jared Jewelers). The retaining wall height must be sufficient to create a prevailing ground slope away from Building D, thereby deflecting a potential flow from a pipeline leak.
 - b. Prior to issuance of a grading or building permit, the developer must complete the following:
 - 1) Obtain a demolition permit for the removal of the existing Maplewood Movie I Theater building.
 - 2) Submit a revised site plan showing Building C (TGI Fridays) and Building D (Jared Jewelers) shifted approximately ten feet to the south in order to accommodate a future driveway located to the north of Building C which may be installed onto White Bear Avenue.
 - 3) Pending continued cooperation with the adjacent property owner, submit a revised site plan showing the location of a driveway and pedestrian cross-access on the south side of the property, to accommodate entrance and egress to and from the southerly property (3065 White Bear Avenue).

- 4) Submit a revised site plan showing the extension of the sidewalk in front of Building A (future retail/restaurant) onto the County Road D trail.
 - 5) Submit a revised site plan showing a pedestrian access extending from the White Bear Avenue sidewalk.
 - 6) Obtain the required Ramsey/Washington Metro Watershed District permits.
 - 7) Submit payment for all required Park Access Charges (PAC fees) as specified in the Park Director's April 14, 2004, correspondence to Chesapeake Companies.
 - 8) Submit an easement agreement that governs and provides for legal cross easements for parking, access, and utilities between all lots within the project.
 - 9) Submit an easement agreement for the installation and maintenance of a freestanding sign on Lot 1 to benefit Lot 2.
 - 10) Submit an owners association agreement specifying responsibilities for insurance, taxes and maintenance of all commonly owned property and facilities (including snow plowing).
- c. All 8-foot-wide parking spaces must be signed as either "employee" or "compact" car parking only.
 - d. Pending the community design review board recommendation and city council approval, each building is allowed one freestanding sign, 25 feet in height and 100 square feet in area, except for the multi-tenant building which would be allowed a freestanding sign up to 150 square feet in area. All freestanding signs must maintain a 10-foot setback to a right-of-way. Each building is allowed three wall signs to be attached to separate elevations, except for the multi-tenant building which could have two wall signs for each tenant. Wall sign size is limited to 20 percent of the gross wall area on which the sign is attached.
 - e. All construction shall follow the plans date stamped March 30, 2004, with revisions as noted in this approval. All construction shall also follow the plans for the remodeled Buffalo Wild Wings, date stamped November 2, 2012. The city council may approve major changes to the plans. The Director of Community Development may approve minor changes to the plans, including a change to the site plan for the proposed future driveway access onto White Bear Avenue, pending Ramsey County engineer and city engineer approval.
 - f. The proposed construction must be substantially started within one year of city council approval or the permit shall end. The city council may extend this deadline for one year.

- g. The city council shall review this permit in one year.
2. Approve the design plans for Buffalo Wild Wings to revise its exterior facades, build a new building entrance, build a new takeout entrance and expand its outdoor patio at its location at 3085 White Bear Avenue. Approval is subject to the following conditions:
 1. Repeat this review in two years if the city has not issued a building permit for the approved work.
 2. Applicant shall maintain previously approved landscape plan, in addition the applicant shall be required to:
 - 1) Replace any trees displaced by the expanded patio, location of new trees to be approved by staff.
 - 2) Replace any damaged or killed foundation plantings due to the exterior building work.
 3. Revised building elevations showing the following:
 - 1.) A 6-foot-high fence around the proposed, expanded outdoor patio, similar in style and materials as the existing fence.
 4. Submit a cash escrow or an irrevocable letter of credit prior to receiving a building permit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
 5. All signs must meet the conditions of the approved comprehensive sign plan for this site, which has the following requirements:
 - 1) One freestanding sign, 25 feet in height and 100 square feet in area. Freestanding sign height must be measured from building grade to top of the sign, not ground grade to top of sign. All freestanding signs must have a decorative base constructed of quality building materials to match the corresponding buildings.
 - 2) Three wall signs per building, only one per elevation. Size of the wall sign is limited to 20 percent of the gross wall area on which the sign is attached. Wall signs are not permitted on a canopy.
 6. Complete the following before occupying the buildings:
 - 1). Install all required exterior improvements.
 - 2). Screen all roof-mounted equipment visible from streets.
 7. If any required work is not done, the city may allow temporary occupancy if:

- 1) The city determines that the work is not essential to the public health, safety or welfare.
 - 2) The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 if occupancy of the building is in the fall or winter, or within six weeks of occupancy of the building if occupancy is in the spring or summer.
8. All work shall follow the approved plans. The city council may approve major changes to the plans. The Director of Community Development may approve minor changes to the plans..

REFERENCE

SITE DESCRIPTION

Site size: 4.98 Acres
Existing Use: Retail center

SURROUNDING LAND USES

North: Arbys Restaurant and County Road D
South: Retail/Restaurants including Wedding Day Jewelers, Acapulco
Restaurant, and Jiffy Lube
East: White Bear Avenue
West: Maplewood Mall Ring Road and Circuit City

PLANNING

Land Use Plan
Designation: Commercial (C)
Zoning: Planned Unit Development (PUD)

Criteria for Approval

CUP: Article V, Sections 44-1091 through 44-1105 states that the city council may grant a CUP subject to the nine standards for approval noted in the resolution attached to this report.

Design Review: Section 2-290 of the city code requires that the community design review board make the following findings to approve plans:

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 attractive development contemplated by this article and the city's 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.

Application Date

Staff received the complete application and plans for this proposal on November 2, 2012. State law requires that the city take action within 60 days of receiving complete

applications for a proposal. City council action is required on this proposal by January 1, 2013, unless the city needs an extension.

P:\SEC2N\Chesapeake Retail Center\Buffalo Wild Wings Amendment_110212\3085WBA_PUD_DESIGN_

Attachments:

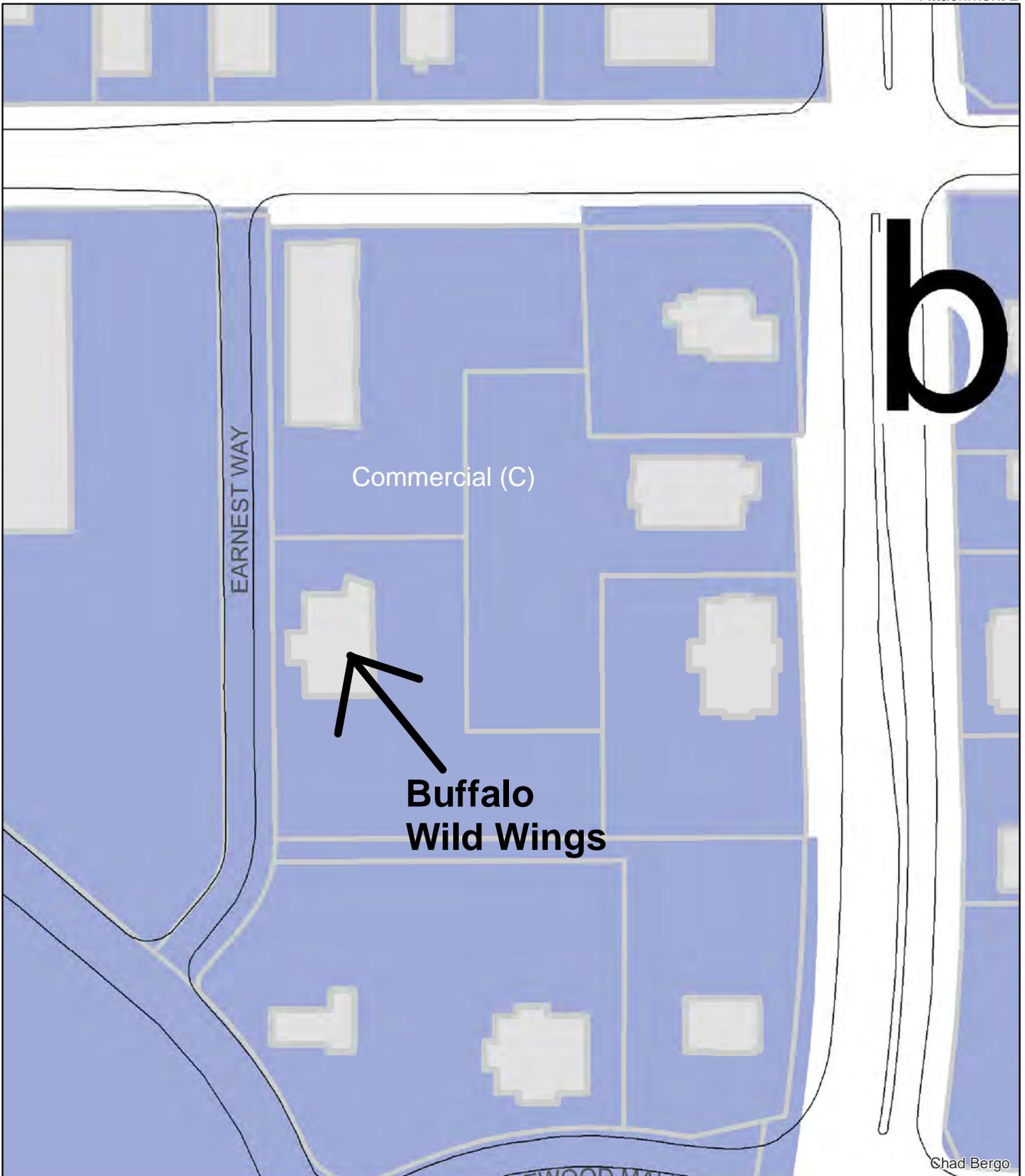
1. Location Map
2. Land Use Map
3. Zoning Map
4. Applicant's Narrative
5. Site Plan
6. Conditional Use Permit Amendment Resolution
7. Draft Planning Commission Minutes, November 20, 2012
8. Draft Community Design Review Board Minutes, November 27, 2012
9. Large Plans (Separate Attachment)



Chad Bergo

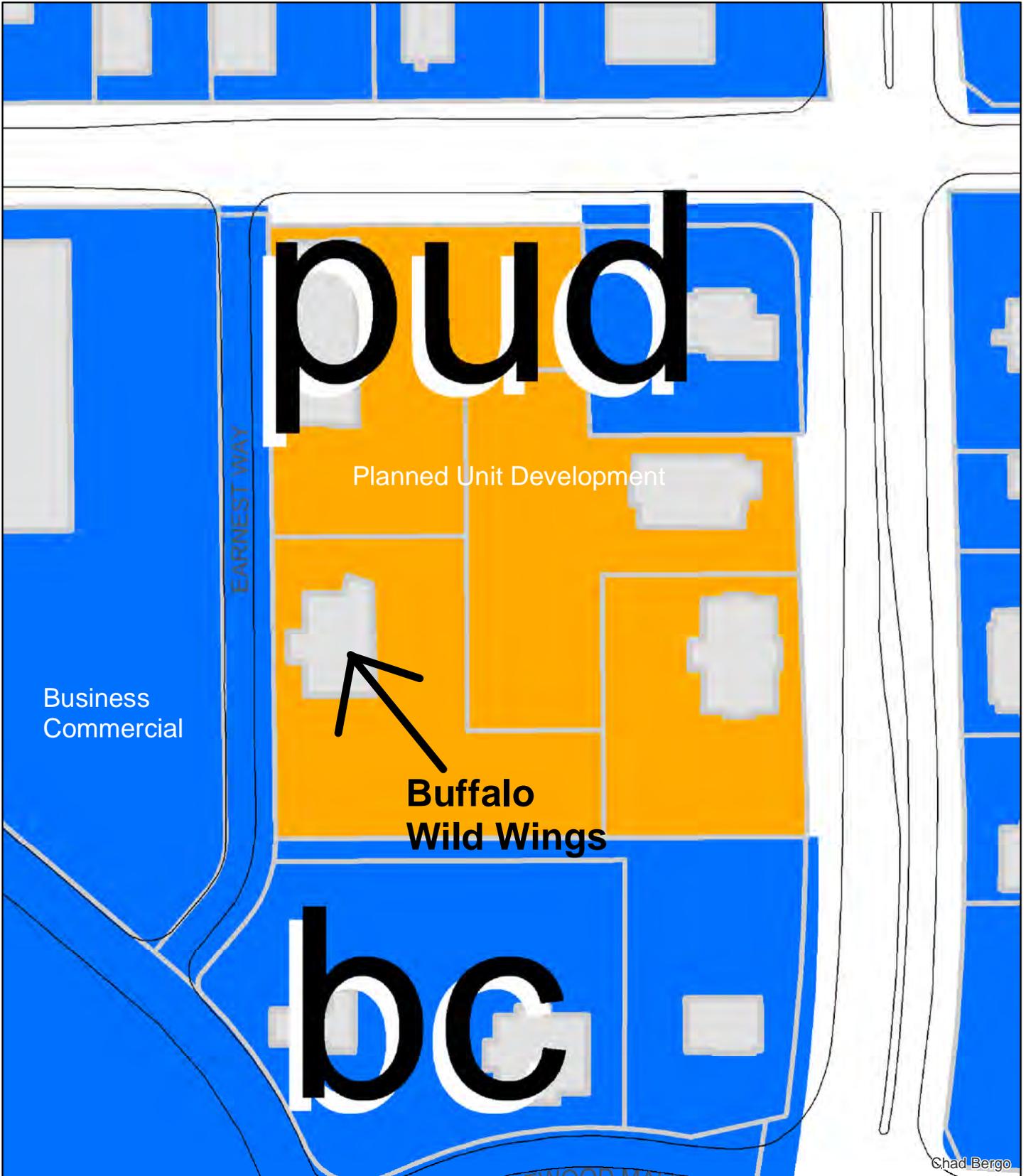
Buffalo Wild Wings - 3085 White Bear Avenue

Location Map and Aerial Photo



Buffalo Wild Wings - 3085 White Bear Avenue

Future Land Use Map



Chad Bergo

Buffalo Wild Wings - 3085 White Bear Avenue

Zoning Map

Request for PUD Amendment – Written Statement

Buffalo Wild Wings Restaurant Remodel
3085 White Bear Avenue N
Maplewood, MN

Overview

Buffalo Wild Wings Grill & Bar is a casual dining restaurant and sports bar franchise that is known for its buffalo wings. This project consists of the remodel of the existing Buffalo Wild Wings restaurant to update it to their new prototype trade dress, which will be an improvement over the aesthetics of the existing building and also an improvement to the customer entry experience and overall internal flow to the restaurant.

Exterior work includes new signage and infilling the Northeast corner of the building and relocating the entry towards the center of the South elevation. The outdoor seating area will be enlarged to wrap the SW corner and will include a flat roof over it and a decorative metal railing. The existing roof top equipment screen will remain and will be painted black to blend and compliment with the rest of the new trade dress.

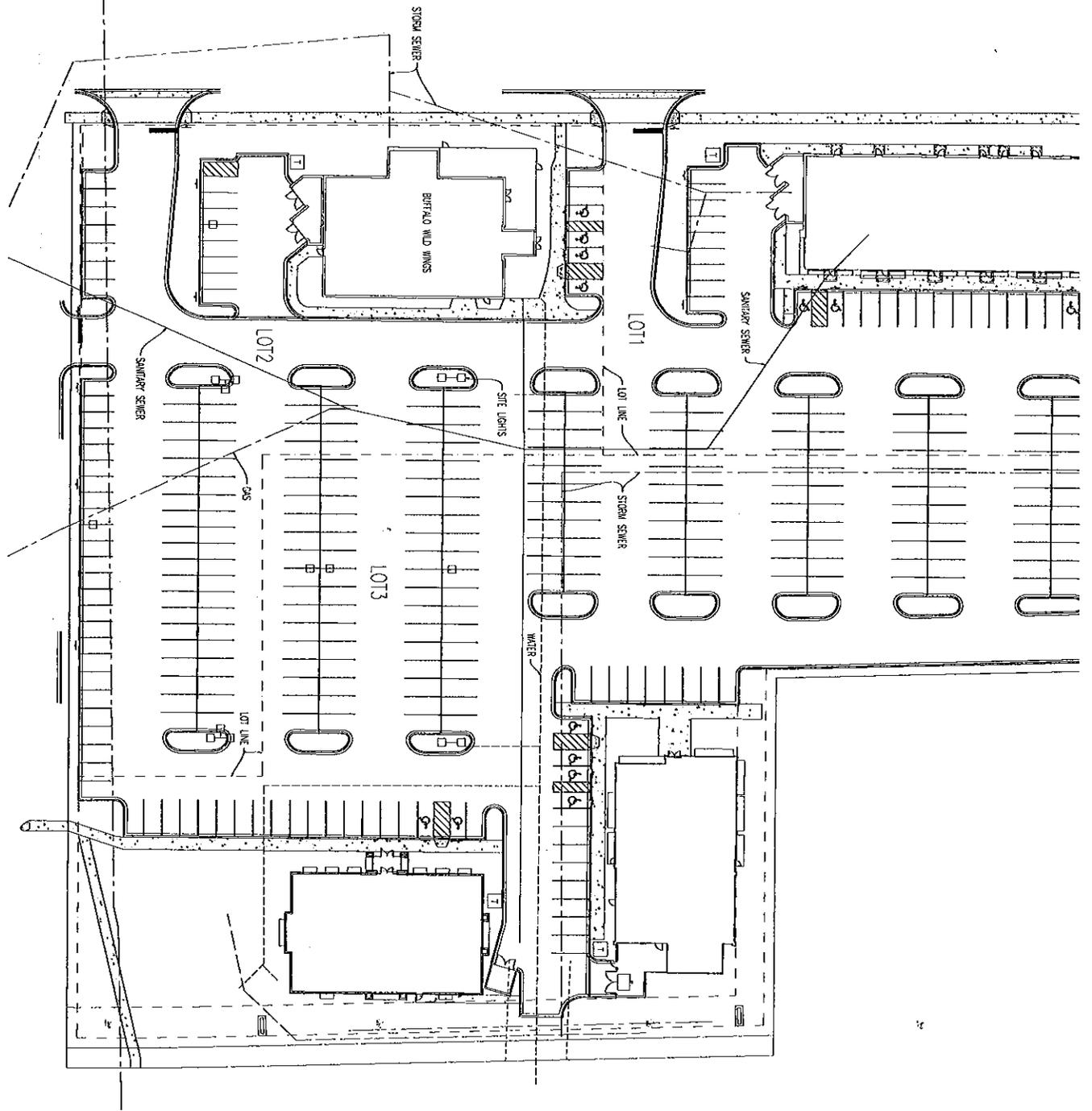
The existing area lighting, parking and drive lanes are not included in the scope of this remodel.

Request for Approval

The proposed remodel of the existing Buffalo Wild Wings restaurant does not change the current use of the property nor does it deviate from City code. The remodel will result in desirable physical enhancements to the existing building. Therefore we believe the city should approve the request to amend the PUD to allow the proposed modifications to the existing building.

PRINTED 10/25/12 BY: AEGERT
 DRAWING NAME: MAPLEWOOD-10000196
 SHEET NO:

ARCHITECTURAL SITE PLAN
 SCALE: 1/8" = 1'-0"



PROJECT NUMBER: 54-1230101
 SHEET NUMBER: A000

SITE PLAN

| DRAWING ISSUE | |
|---------------|-------------|
| NO. | DESCRIPTION |
| | |
| | |
| | |
| | |
| | |

BUFFALO WILD WINGS
 LOCATED AT:
 3085 WHITE BEAR AVE N
 MAPLEWOOD, MN 55109



DATE: 10/25/12

FOR REFERENCE ONLY
 NOT FOR CONSTRUCTION



CONDITIONAL USE PERMIT RESOLUTION NO. _____

WHEREAS, Buffalo Wild Wings applied for a conditional use permit revision for a planned unit development to construct a building and patio expansion at the shopping center known as Chesapeake Retail Center.

WHEREAS, this permit applies to the property at 3085 White Bear Avenue. The legal description is Lot 1, Block 1, Maplewood Mall Addition.

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

1. On November 20, 2012, the planning commission held a public hearing. City staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission recommended _____ on the conditional use permit request.
2. On December 10, 2012, the city council considered this request. The council also considered reports and recommendations from the city staff and planning commission.

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

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would not exceed the design standards of any affected street.
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 no more than minimal adverse environmental effects.

Approval is subject to the following conditions (additions underlined):

1. Have the city engineer approve final construction and engineering plans. These plans shall comply with all requirements as specified in the city engineering department's April 26, 2004, engineering plan review as well as the following:
 - a. A westward extension of the retaining wall south of Building D (Jared Jewelers). The retaining wall height must be sufficient to create a prevailing ground slope away from Building D, thereby deflecting a potential flow from a pipeline leak.
2. An easement agreement that governs and provides for legal cross easements for parking, access, and utilities between all lots within the project.
3. An easement agreement for the installation and maintenance of a freestanding sign on Lot 1 to benefit Lot 2.
4. An owners association agreement specifying responsibilities for insurance, taxes and maintenance of all commonly owned property and facilities (including snow plowing).
5. All 8-foot-wide parking spaces must be signed as either "employee" or "compact" car parking only.
6. Signage for Buildings B, C, and D are allowed as follows:
 - a. One freestanding sign, 25 feet in height and 100 square feet in area. Freestanding sign height must be measured from building grade to top of the sign, not ground grade to top of sign. The TGI Friday's and Jared Jeweler's freestanding signs must maintain a 5-foot setback to the White Bear Avenue right-of-way and a 10-foot setback to all side property lines. The Buffalo Wild Wing's freestanding must maintain a 1-foot setback to the County Road D right-of-way and a 5-foot setback to the side property line. All three freestanding signs must have a decorative base constructed of quality building materials to match the corresponding buildings.
 - b. Three wall signs per building, only one per elevation. Size of the wall sign is limited to 20 percent of the gross wall area on which the sign is attached. Wall signs are not permitted on a canopy.
7. Signage for Building A (multi-tenant building) is allowed as follows:
 - a. One freestanding sign, 25 feet in height and 150 square feet in area. Freestanding sign height must be measured from building grade to top of the sign, not ground grade to top of sign. The multi-tenant freestanding sign must maintain a 1-foot setback to the County Road D right-of-way and a 5-foot setback from the private mall road. The freestanding sign must have a decorative base constructed of quality building materials to match the multi-tenant building.
 - b. A comprehensive sign plan must be submitted to city staff showing the proposed sign elevations for all tenant wall signs. Wall signs are limited to two wall signs

per tenant. Wall signs can be placed on the east and west elevations only. The size of the wall sign is limited to 20 percent of the gross wall area of each tenant frontage. Wall signs are limited to logos and channel letters only. Wall signs are not permitted on a canopy.

8. All construction shall follow the plans date-stamped March 30, 2004 and April 26, 2004, with revisions as noted in this approval. All construction shall also follow the plans for the remodeled Buffalo Wild Wings, date stamped November 2, 2012. The city council may approve major changes to the plans. The Director of Community Development may approve minor changes to the plans, including a change to the site plan for the proposed future driveway access onto White Bear Avenue, pending Ramsey County engineer and city engineer approval.
9. The proposed construction must be substantially started within one year of city council approval or the permit shall end. The city council may extend this deadline for one year.
10. The city council shall review this permit in one year.

The Maplewood City Council _____ this resolution on December 10, 2012.

DRAFT
MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, NOVEMBER 20, 2012

5. PUBLIC HEARING

a. Conditional Use Permit Revision for a Planned Unit Development for Buffalo Wild Wings to expand its building footprint at 3085 White Bear Avenue

- i. Senior Planner, Tom Ekstrand gave the presentation and answered questions of the commission.
- ii. Jeffrey Walden, RSP Architects, representing Buffalo Wild Wings, 3085 White Bear Avenue, addressed the commission.

The commission questioned the 8' foot compact parking spaces on the property and whether they can be eliminated or made wider. They also asked staff about the sign infraction listed in the staff report as well as the landscaping on site.

Chairperson Fischer opened the public hearing.

Nobody came forward to address the commission for the hearing.

Chairperson Fischer closed the public hearing.

Commissioner Wensman moved to approve the resolution in the staff report. This resolution approves an amendment to the conditional use permit for a planned unit development for the development of four restaurant/retail buildings at 3085 White Bear Avenue (Chesapeake Retail Center). Approval is subject to the following conditions (additions underlined):

- 1) Have the city engineer approve final construction and engineering plans. These plans shall comply with all requirements as specified in the city engineering department's April 26, 2004, engineering plan review as well as the following:
 - a. A westward extension of the retaining wall south of Building D (Jared Jewelers). The retaining wall height must be sufficient to create a prevailing ground slope away from Building D, thereby deflecting a potential flow from a pipeline leak.
 - b. Prior to issuance of a grading or building permit, the developer must complete the following:
 - 1) Obtain a demolition permit for the removal of the existing Maplewood Movie I Theatre building.
 - 2) Submit a revised site plan showing Building C (TGI Fridays) and Building D (Jared Jewelers) shifted approximately ten feet to the south in order to accommodate a future driveway located to the north of Building C which may be installed onto White Bear Avenue.

- 3) Pending continued cooperation with the adjacent property owner, submit a revised site plan showing the location of a driveway and pedestrian cross-access on the south side of the property, to accommodate entrance and egress to and from the southerly property (3065 White Bear Avenue).
 - 4) Submit a revised site plan showing the extension of the sidewalk in front of Building A (future retail/restaurant) onto the County Road D trail.
 - 5) Submit a revised site plan showing a pedestrian access extending from the White Bear Avenue sidewalk.
 - 6) Obtain the required Ramsey/Washington Metro Watershed District permits.
 - 7) Submit payment for all required Park Access Charges (PAC fees) as specified in the Park Director's April 14, 2004, correspondence to Chesapeake Companies.
 - 8) Submit an easement agreement that governs and provides for legal cross easements for parking, access and utilities between all lots within the project.
 - 9) Submit an easement agreement for the installation and maintenance of a freestanding sign on Lot 1 to benefit Lot 2.
 - 10) Submit an owners association agreement specifying responsibilities for insurance, taxes and maintenance of all commonly owned property and facilities (including snow plowing).
- c. All 8-foot-wide parking spaces must be signed as either "employee" or "compact" car parking only.
 - d. Pending the community design review board recommendation and city council approval, each building is allowed one freestanding sign, 25 feet in height and 100 square feet in area, except for the multi-tenant building which would be allowed a freestanding sign up to 150 square feet in area. All freestanding signs must maintain a 10-foot setback to a right-of-way. Each building is allowed three wall signs to be attached to separate elevations, except for the multi-tenant building which could have two wall signs for each tenant. Wall sign size is limited to 20 percent of the gross wall area on which the sign is attached.
 - e. All construction shall follow the plans date stamped March 30, 2004, with revisions as noted in this approval. All construction shall also follow the plans for the remodeled Buffalo Wild Wings, date stamped November 2, 2012. The city council may approve major changes to the plans. The Director of Community Development may approve minor changes to the plans, including a change to the site plan for the proposed future driveway access onto White Bear Avenue, pending Ramsey County engineer and city engineer approval.

- f. The proposed construction must be substantially started within one year of city council approval or the permit shall end. The city council may extend this deadline for one year.
- g. The city council shall review this permit in one year.

Seconded by Commissioner Arbuckle.

Ayes – All

The motion passed.

Commissioner Trippler said he is displeased with the plan to use 8' ft parking spaces and would prefer wider parking.

This item will be heard by the city council on December 10, 2012.

DRAFT
MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, NOVEMBER 27, 2012

6. DESIGN REVIEW

b. Buffalo Wild Wings, Design Review, 3085 White Bear Avenue

- i. Planner, Michael Martin gave the report and answered questions of the board.
- ii. Jeff Walden, RSP Architects, representing Buffalo Wild Wings, 3085 White Bear Avenue addressed and answered questions of the board.

Boardmember Lamers moved to approve design plans for Buffalo Wild Wings to revise its exterior facades, build a new building entrance, build a new takeout entrance and expand its outdoor patio at its location at 3085 White Bear Avenue. Approval is subject to the following conditions:

1. Repeat this review in two years if the city has not issued a building permit for the approved work.
2. Applicant shall maintain previously approved landscape plan, in addition the applicant shall be required to:
 - 1) Replace any trees displaced by the expanded patio, location of new trees to be approved by staff.
 - 2) Replace any damaged or killed foundation plantings due to the exterior building work.
3. Revised building elevations showing the following:
 - 1) A 6-foot-high fence around the proposed, expanded outdoor patio, similar in style and materials as the existing fence.
4. Submit a cash escrow or an irrevocable letter of credit prior to receiving a building permit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
5. All signs must meet the conditions of the approved comprehensive sign plan for this site, which has the following requirements:
 - 1) One freestanding sign, 25 feet in height and 100 square feet in area. Freestanding sign height must be measured from building grade to top of the sign, not ground grade to top of sign. All freestanding signs must have a decorative base constructed of quality building materials to match the corresponding buildings.
 - 2) Three wall signs per building, only one per elevation. Size of the wall sign is limited to 20 percent of the gross wall area on which the sign is attached. Wall signs are not permitted on a canopy.

6. Complete the following before occupying the buildings:
 - 1) Install all required exterior improvements.
 - 2) Screen all roof-mounted equipment visible from streets.
7. If any required work is not done, the city may allow temporary occupancy if:
 - 1) The city determines that the work is not essential to the public health, safety or welfare.
 - 2) The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 if occupancy of the building is in the fall or winter, or within six weeks of occupancy of the building if occupancy is in the spring or summer.
8. All work shall follow the approved plans. The city council may approve major changes to the plans. The Director of Community Development may approve minor changes to the plans.

Seconded by Chairperson Ledvina.

Ayes – All

The motion passed.

This item goes to the city council on December 10, 2012.

MEMORANDUM

TO: Jim Antonen, City Manager
FROM: Shann Finwall, AICP, Environmental Planner
SUBJECT: **Approval of the Annual Sustainability Report**
DATE: December 5, 2012 for the December 10 City Council Meeting

INTRODUCTION

Maplewood's 2030 Comprehensive Plan outlines the City's vision for sustainability as follows:

The City of Maplewood, in order to ensure stewardship of its environment, will promote sustainable development and practices for the preservation, design, and maintenance of its natural and built environments. Developments and practices should maintain or enhance economic opportunity and community well-being while protecting and restoring the natural environment that people, economies, and ecological systems depend on.

The Annual Sustainability Report is provided as an update on the City's sustainability goals and to obtain comment and feedback on strategies needed to continue the mission.

DISCUSSION

Environmental and Natural Resources Commission

The Environmental and Natural Resources (ENR) Commission is charged with developing and promoting sustainable practices for City policies and procedures. In 2012 the ENR Commission worked on the following environmental issues:

1. Annual Review of the Maplewood Residential Recycling Program
2. Capital Improvement Plan for 2013 - 2017
3. Maplewood Trash Plan Implementation – Trash Cart Purchase and Implementation Plan
4. Solid Waste Management Ordinance and Standards
5. Spring Clean Up and Home Expo (April 21)
5. Waterfest (June 2)
7. East Metro Public Safety Training Center and Marshlands – Review of Project and Wetland Impacts
8. National Pollutant Discharge Elimination System Phase II and Municipal Separate Storm Sewer System Permit 2011 Annual Report
9. 3M Trail Concept Plans – Semi-Public Trail Within the Wetland Buffer
10. Maplewood Dump Site Clean Up
11. Keller Golf Course Renovations – Review of Project and Wetland Impacts
12. Fish Creek Master Plan and Management Plan
13. National Night Out – Recycling Bin Distribution (August 7)
14. Maplewood Mall Stormwater Open House (September 15)
15. Fall Clean Up (October 13)



16. Living Streets Policy
17. Shoreland/Wetland Ordinance Amendments

Minnesota Green Step Cities

Overview of Program

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability goals through implementation of 28 best practices. Each best practice focus on cost savings and energy use reduction, and encourage innovation.

The program outlines four “Steps” of recognition: Step One – pass a resolution authorizing the city to participate in the program, register, and provide details of best practices accomplished; Step Two – implement at least 8 best practices; Step Three – implement at least 16 best practices; Step Four – this recognition Step is still being refined by the GreenStep Cities steering committee.

Maplewood Participation

The City of Maplewood has been participating in the Minnesota GreenStep Cities program since December 2010. There are currently 49 other cities participating in the program.

GreenStep Award

Each June the League of Minnesota Cities formally recognizes all new and continuing GreenStep Cities at its annual conference. Last year, the first year of Maplewood’s participation in the program, the City was recognized as a Step Two city for having accomplished 12 best practices, well above the 8 needed to achieve this status. Since that time the City has implemented 4 more best practices, for a total of 16. On June 21 the City was again recognized as a Step Two city. Step Three was not accomplished due to the fact that only 4 of the 9 “required” best practices have been implemented. However, many of those are close to being finished including:

1. Complete Green Streets (Living Streets Policy) – the City must formally adopt a Living or Green Streets Policy.
2. Mobility Options – the City must launch an active living campaign, identify on the City’s website mobility options, and launch an e-WorkPlace Minnesota campaign.
3. Benchmarks and Community Engagement – The City must organize goals and outcome measures from all city plans and report to community members data that show progress toward meeting those goals. This could include reporting measurable outcomes from the City’s comprehensive plan or sustainability initiatives.
4. Green Business Development – Support new emerging green businesses and green jobs through targeted assistance. This could include creating a Commercial Property Assessed Clean Energy (PACE) program.

The City will continue to work toward implementing these best practices. We hope to have achieved the Step Three recognition by 2013.



GreenStep Cities Milestone – Organized Trash Collection

The GreenStep Cities advisors awarded Maplewood three stars for the implementation of best practice number 27 (Solid Waste Reduction). The organization of the City's residential solid waste collection system proved to be a large undertaking for the City in 2012. The City revised its solid waste management ordinance and created standards for the new system. The City purchased trash carts and managed the cart orders from residents. The carts were delivered by the City's trash hauling contractor, Allied Waste Services, in September. The new organized solid waste system officially began on October 1, 2012.

The Maplewood Trash Plan will allow the City to better manage its solid waste. One example of better management is the fact that all residential trash will now be processed at the Resource Recovery Facility in Newport. At the facility trash is sorted to remove items which can be recycled, and the remainder turned into refuse residual which is burned to create energy. Previously, some of Maplewood's residential trash was being disposed of in landfills.

In 2013 the City will begin planning for other aspects of the program including a residential compost collection system and pay as you throw methods to reduce waste.

Environmental Projects

Living Streets Project and Policy

Maplewood completed its first Living Streets project in 2012 - Bartelmy-Meyer Street Improvements. The City received a grant through Ramsey-Washington Metro Watershed District to conduct the project which included:

1. Narrowed streets from 30 feet down to 24 feet.
2. Added sidewalks adjacent to every street.
3. Increased rainwater garden participation.
4. Additional tree plantings throughout the neighborhood.
5. Reduced cost and future maintenance.

In 2011, the Living Streets Task force developed a Living Streets Policy for the design of new and reconstructed streets. In 2012 all Commissions and Boards reviewed the policy and offered comment and feedback. Final review by the City Council is scheduled for early 2013. Under the policy street design will address the safety and accessibility of transportation issues, as well as the environmental impacts to the neighborhood. Living Streets policy objectives include:

1. Improved water quality/reduced storm water runoff
2. Improved pedestrian/bike safety
3. Reduced traffic speeds
4. Enhanced urban forest
5. Promotion of active living



Beaver Creek Preserve

Initial stage of woodland and prairie restoration completed on the Beaver Creek Preserve.

New Rain Gardens and Sustainable Plantings

1. Joy Park rain gardens and shoreline buffer.
2. Western Hills Park rain gardens.
3. Maplewood Community Center plantings - south entrance.

City Dump Site

The Maplewood Dump operated for the disposal of general municipal solid waste and industrial waste from the 1950s to 1970. The site is located north of Pondview Apartments, south of the railroad tracks, east of Feed Products and Jim's Prairie, and west of Rolling Hills Manufactured Home Park.

On April 5, 2012 the Minnesota Pollution Control Agency approved a Response Action Plan (RAP) for the cleanup of the dump site. The intent of the RAP is to facilitate the closure of the site by preventing direct human contact with surface debris and impacted soil material and to reduce potential of the Beaver Creek bed to be in contact with waste debris.

The cleanup of the site should be complete by the end of the year. Clean up includes the removal and proper disposal or recycling of exposed large debris on the surface; construction of a culvert to divert Beaver Creek through the former dump area in order to reduce potential contact with waste in the current creek bed; and placement of a soil cover over the former municipal solid waste material. Revegetation of the area is scheduled for 2013.

Gladstone Savanna

The City has completed soil remediation, rain garden basin installation, and historical investigation as part of the overall project this year.

Green Team

The Green Team is made up of a group of staff who work together on environmental and sustainability issues at a city operation level. The Green Team acts as the steering committee for the GreenStep Cities program. In addition to working on creating more sustainable city operations, the Green Team's 2012 goal was to work toward one of the GreenStep Cities best practices - implementing a local foods campaign. A local foods brochure and webpage are being designed to guide employees and residents toward healthy and local food options.

As part of the local foods campaign, the Green Team partnered with the City's Wellness Committee on the promotion of healthy eating to include a Community Supported Agriculture (CSA) drop site at the Maplewood Community Center for employees. CSA members received weekly shares of vegetables and fruit from a local grower.



Sustainable City Operations

Fleet

The City has 136 vehicles in its fleet. These vehicles are used to meet city service demands including providing public safety and maintaining city roads, sanitary and storm sewer systems, and park land. The City, in an effort to create the most efficient fleet possible, previously completed a fleet audit and a subsequent policy to improve fleet sustainability. Strategies outlined in the policy include:

1. “Right sizing” the fleet – matching vehicle type with its intended use
2. Conversion to biofuels
3. Conversion to high efficiency and hybrid vehicles
4. Driver education and behavior programs
5. Greening fleet maintenance

In 2012 the City is continuing to right-size its fleet and upgrade fuel system software to meet the goals of the policy.

Snow and Ice Control

In 2012 one of the City’s snow plows will be retrofitted for use of liquids. Pre-wetting the pavement will allow the salt material to stick to the road rather than run off. This will create a more efficient and environmentally sound snow and ice control program. If the pilot program is successful, the City hopes to retrofit the entire snow plow fleet over the coming years.

Turf Management

The City has increased the amount of no-mow areas at parks, allowing more areas to grow naturally. This reduces emissions from mowing, pesticide applications, and maintenance costs.

Building Operations - Solar Energy Panels

To promote clean and renewable energy, the City installed solar arrays on the roof of the Maplewood Community Center and City Hall campus grounds.

Environmental Programs and Education

Maplewood Nature Center

The Naturalist at the Maplewood Nature Center offer environmental education programming throughout the year. Programming is designed for school groups, preschools, scouts, birthday parties and adult education.

The Nature Center also supports several environmental programs including:

1. Curbside buckthorn pickup.
2. Tree purchase rebate for planting shade trees.
3. Created interpretive trail guide for Priory Preserve.
4. Waterfest
5. Maplewood Mall's grand celebration of stormwater management features.
6. Gathering on the Bluff – special event for Fish Creek.
7. Citizen monitoring programs for: bluebirds, frogs and toads, invasive species, and preserves.

Maplewood Seasons

The City publishes a quarterly environmental insert called Maplewood Seasons. Each quarter the Seasons focus on important environmental topics.

Environmental Recognitions

Tree City USA

The Tree City USA program is sponsored by the Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters. The program provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs. In 2012 the City of Maplewood was awarded Tree City USA status for meeting the four standards of the program:

1. Comprehensive tree management program.
2. Tree care ordinance.
3. Community forestry program.
4. Arbor Day observation (tree planting held at Lion's Park) and proclamation.

Environmental Stewardship Award

In November 2012 the City of Maplewood was selected for an Environmental Stewardship Award by the American Public Works Association – Minnesota Chapter. The award recognized Maplewood's extraordinary environmental leadership efforts.

Blue Star City

The City of Maplewood recently registered for the Minnesota Blue Star Award Program. The program assesses a City on a wide range of policies and practices in three core areas: 1) Water Friendly Planning and Preservation; 2) Stormwater Management Standards and Practices; and 3) Stormwater Pollution Prevention. Cities that score high enough earn the Blue Star Award and are recognized as leaders in protecting Minnesota's water resources and public health through excellence in stormwater management.



After registering and submitting our assessment, the City of Maplewood received a score of 139 out of 193 possible points. This placed Maplewood fourth in stormwater management out of 69 participating cities Statewide.

Summary

Maplewood is in a unique position to implement and influence sustainability by the policies we set, by the approaches we use in City operations, and by the promotion of sustainability through City-wide education. The City should continue to strive to be a leader in the area of sustainability.

RECOMMENDATION

Review the information provided in the annual sustainability report and offer comments and feedback.

Links:

1. Maplewood 2030 Comprehensive Plan: www.ci.maplewood.mn.us/index.aspx?nid=567
2. Minnesota GreenStep Cities: www.greenstep.pca.state.mn.us
3. Maplewood Green Team: www.ci.maplewood.mn.us/sustainability
4. Tree City USA: www.arborday.org
5. Minnesota Blue Star Award: www.bluestarmn.org
6. Maplewood Seasons: www.ci.maplewood.mn.us/sustainability



MEMORANDUM

TO: James Antonen, City Manager
FROM: Tom Ekstrand, Senior Planner
Chuck Ahl, Assistant City Manager
SUBJECT: **Consider a Recommendation of No Further Action on Reinforced-Turf Parking for Multi-Family Developments**
DATE: December 3, 2012

INTRODUCTION

On October 8, 2012, the city council supported the planning commission's recommendation that the city should not allow reinforced-turf parking areas for single and double dwellings. This was because of the potential for tall grass and unkempt parking areas in residential neighborhoods.

The council, however, directed the planning commission and community design review board to look into a provision that would allow multi-family developments to install reinforced-turf parking surfaces on a case-by-case basis. Their feeling was that multi-family developments have lawn-maintenance services caring for their property and would be able to maintain such parking surfaces.

Request

Consider whether the city council should amend the reinforced-turf parking code for application in multi-family developments.

BACKGROUND

On July 23, 2012, the city council approved a parking ordinance amendment to permit reinforced-turf parking lots on a limited basis. Refer to the attached ordinance.

On November 20, 2012, the planning commission recommended that the city council take no action on amending the parking ordinance to allow reinforced-turf parking surfaces for multi-family developments for the following reasons:

1. Parked cars on such a surface would be an obstruction to proper, mowing, fertilizing and weed control.
2. Since it would not be feasible to prohibit winter use, snow plowing would damage the grass.
3. Setbacks could be hard to maintain without a clear parking lot edge as would be evident by a hard-surfaced parking lot.

On November 27, 2012, the community design review board recommended that the city council take no action on amending this ordinance, based on the same reasons as the planning commission.

DISCUSSION

The existing turf-parking ordinance limits the use of such parking surfaces to “occasional” and “non-winter” applications. For multi-family parking needs, the city would need to amend these rules to allow continual, year-around use.

As supported by the planning commission and community design review board, staff feels that reinforced-turf parking lots are not feasible for multi-family developments for the reasons noted above.

If the city council wishes to amend the ordinance to allow reinforced-turf parking surfaces for multi-family applications, staff has included language that would allow it.

RECOMMENDATION

1. Take no action on amending the parking ordinance to allow reinforced-turf parking surfaces for multi-family developments.
2. If the city council would like to revise the parking ordinance to allow reinforced-turf parking surfaces for multi-family developments, the council should adopt the proposed changes in the attached ordinance amendment.

p:\ord\Parking\Turf Parking for Multiple Dwellings CC Report 12 12 te
Attachment:

1. Parking Ordinance Amendment

ORDINANCE NO. ____

**AN ORDINANCE AMENDMENT CONCERNING
REINFORCED-TURF PARKING LOTS
FOR MULTI-FAMILY DEVELOPMENTS**

The Maplewood City Council approves the following revision to the Maplewood Code of Ordinances. (Additions are underlined.)

Section 1. Section 44-17 (e) of the Maplewood Code of Ordinances is hereby amended as follows:

Sec. 44-17. Off-Street Parking.

(e) All parking lots and associated driveways shall have a surface of bituminous material or concrete and single-striped spaces. The city council may permit the alternative parking method of reinforced-turf parking when it would meet the following criteria:

- When the need for overflow parking is infrequent or limited to occasional parking events.
- Where there is already hard-surfaced parking that provides for handicap-accessible parking needs.
- Where the turf parking lot would meet setback and screening requirements.
- Where the parking need is seasonal (non-winter) so snow plowing is not needed.
- Where there would be an environmental benefit due to storm water management or meeting shoreland/wetland/flood plain ordinance impact needs.
- Where the turf parking plan meets the approval of the city engineer from the standpoint of using proven construction materials engineered for durability, aesthetics and that are preferably made of a recyclable material.
- This parking surface alternative shall not apply to single and double dwelling residential properties which are governed under Section 44-17 (j), the residential parking ordinance apply.
- An exception to the above criteria is that multi-family developments may install reinforced-turf parking lots for overflow parking needs. Reinforced-turf parking lots may be allowed year-around, not just on an occasional-use basis. Multi-family parking lots shall be subject to the same requirements as set forth above with the exception of not being limited to "occasional" use.

Section 2. This ordinance shall take effect after the approval by the city council and publishing in the official newspaper.

The Maplewood City Council approved this ordinance revision on _____.

DRAFT
MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, NOVEMBER 20, 2012

6. NEW BUSINESS

a. Ordinance Amendment – Reinforced – Turf Parking for Multi-Family Developments

- i. Senior Planner, Tom Ekstrand gave the report and answered questions of the commission.

Commissioner Wensman moved to approve the staff recommendations.

Take no action on amending the parking ordinance to allow reinforced-turf parking surfaces for multi-family developments.

Seconded by Commissioner Durand.

Ayes – Chairperson Fischer,
Commissioner's Bierbaum,
Durand, Tripler,
& Wensman

Nay – Commissioner Arbuckle

The motion passed.

This item will go to the city council on December 10, 2012.

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, NOVEMBER 27, 2012**

1. STAFF PRESENTATIONS

a. Reinforced-turf Parking for Multiple-Family Developments

- i. Planner, Michael Martin gave the report and answered questions of the board.

Chairperson Ledvina moved to approve staff's recommendation to:

Take no action on amending the parking ordinance to allow reinforced-turf parking surfaces for multi-family developments.

Seconded by Boardmember Lamers.

Ayes – All

The motion passed.

DRAFT

AGENDA REPORT

TO: Jim Antonen, City Manager
Chuck Ahl, Assistant City Manager
FROM: Mychal Fowlds, IT Director
Larry Farr, Chief Building Engineer
Reason: Consider Receiving Quotes and Awarding Construction Contract – Police
Department Expansion Phase #1
DATE: December 5, 2012

Introduction

The City Council approved the expenditure of funding for the Police Department Expansion Project for Phase #1 at the November 26, 2012 City Council meeting in the amount of \$500,000. Phase 1 involves the build out of offices and modifications of existing areas in the Public Works building to accommodate the move of the Community Development Department to the building from City Hall. This expenditure also includes the build out of offices for the Police Department Investigators and support staff in the area currently occupied by the Community Development Department in City Hall. Once completed the Police Department Investigators and support staff would move to this area.

Background

Staff has been working with Larry Koch and Gayle Mack from SEH on the layout details and finalized plans for the project areas. Once the plans were finalized SEH proceeded with project details and going out to bid as approved by council for this project, following city policy and procedures. The 15 bids received were opened and recorded on December 4, 2012 at 9:00 A.M. in the council chambers. The base bids ranged from \$206,400 to \$294,000. City staff and SEH reviewed the qualifications and determined the low bidder for consideration for the project.

Budget Impact

This bid package includes work to be done on the Public Works building portion of Phase 1. Of the \$500,000 authorized for Police Department Expansion Phase 1, \$213,300 will be allocated with the aware of this bid. The remainder, as mentioned above, will be used to build out offices for the Police Department within City Hall.

Recommendation

Staff is recommending that the City Council award the low bid of \$206,400 along with bid alternate No. 1 "lower level door hardware" in the amount of \$6,900 for a combined total of \$213,300 to Derau Construction.

Action Required

Submit to City Council for review and approval.

Attachments:

1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation



Police Department Expansion Project Phase #1
 Maplewood, Minnesota
 Project Manager: Gayle Mack, Assoc. AIA

SEH No. MAPLE 121636
 Client No.: PDEPP1

Bid Date: 9:00 a.m., Tuesday, December 4, 2012

Page 1

| Bidder | Addendum Acknowledged | | 5% Bid Bond | Base Bid | Alternate 1 - Lower level door hardware |
|---|-----------------------|-----|-------------|--------------|---|
| | #1 | #2 | | | |
| American Liberty Construction, Inc. Rockford, MN | Yes | Yes | Yes | \$232,850.00 | \$6,000.00 |
| Black & Dew, LLC North Saint Paul, MN | Yes | Yes | Yes | \$285,500.00 | \$7,700.00 |
| Ebert Construction Corcoran, MN | Yes | Yes | Yes | \$242,800.00 | \$9,100.00 |
| Gopher State Contractors, Inc. Rice, MN | Yes | No | Yes | \$294,000.00 | \$11,156.00 |
| J.S. Cates Construction, Inc. Hamel, MN | Yes | Yes | \$3,000 | \$230,000.00 | \$5,000.00 |
| KUE Contractors Inc. Watkins, MN | Yes | Yes | Yes | \$262,757.00 | \$8,571.00 |
| Maertens-Brenny Construction Company Minneapolis, MN | Yes | Yes | Yes | \$248,496.00 | \$6,642.00 |
| Meisinger Construction Company South St. Paul, MN | Yes | Yes | Yes | \$254,900.00 | \$5,500.00 |
| Merrimac Construction Company East Bethel, MN | | | | | |
| Morcon Construction Co., Inc. Golden Valley, MN | Yes | Yes | Yes | \$258,089.00 | \$8,387.00 |

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5198
 SEH is an equal opportunity employer | www.sehinc.com | 651.480.2000 | 800.325.2055 | 888.908.8166 fax

Attachments:

1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation

Police Department Expansion Project Phase #1
 Maplewood, Minnesota
 Bid Date: 9:00 a.m., Tuesday, December 4, 2012

SEH No.: MAPLE 121636
 Page 2

| Bidder | Addendum Acknowledged | | 5% Bid Bond | Base Bid. | Alternate 1 - Lower level door hardware |
|--|-----------------------|-----|-------------|--------------|---|
| | #1 | #2 | | | |
| Project One Construction, Inc. Kimball, MN | | | | | |
| Rice Lake Construction Group Deerwood, MN | | | | | |
| W. Gohman Construction Co. St. Joseph, MN | Yes | Yes | Yes | \$259,077.00 | \$6,932.00 |
| | | | | | |
| Derau Construction Burnsville, MN | Yes | Yes | Yes | \$206,400.00 | \$6,900.00 |
| George F. Cook Construction Golden Valley, MN | Yes | Yes | Yes | \$255,800.00 | \$6,800.00 |
| JPMI Construction Co. St. Paul, MN | Yes | Yes | Yes | \$281,000.00 | \$8,600.00 |
| G. A. Construction St. Paul, MN | Yes | Yes | Yes | \$269,000.00 | \$5,968.00 |
| Construction Results Corp. Plymouth, MN | Yes | Yes | Yes | \$261,700.00 | \$6,400.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

K:\K0\Maple121636\Bidding Documents\Bids Received Final.docx

Attachments:

1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM

City of Maplewood
1830 County Road B East
Maplewood, MN 55109

DERAU Construction
(Name of Bidder)

1. Pursuant to and in compliance with Bidding Requirements and proposed Contract Documents, as defined in the Instructions to Bidders, the undersigned, having become thoroughly familiar with terms and conditions of proposed Contract Documents and with local conditions affecting performance and cost where the work is to be completed, and having fully inspected the site, hereby proposes and agrees to perform fully the work within the time stated and in strict accordance with proposed Contract Documents, including furnishing of labor and materials, and to do work as described in Contract Documents.

BASE BID: Provide labor, materials, services, equipment necessary for completion of work as described in the Bidding Documents, as stated above.

Two Hundred Six Thousand Four Hundred ¹⁵⁰ Dollars (\$ 206,400¹⁵⁰)

ALTERNATE NO. 1: Lower level door hardware.

ADD/DEDUCT: Six Thousand Nine Hundred ⁵⁰ Dollars (\$ 6,900⁵⁰)

2. BID SECURITY:
Accompanying this form is bid security as specified in Advertisement for Bids in amount of five percent (5%) of Base Bid:

_____ Dollars (\$ _____)

3. TIME OF COMPLETION:
If awarded this Contract, the undersigned agrees to commence work within seven days of receipt of Notice to Proceed.

Bidder hereby proposes that Contract Time described in the Bidding Documents, including all addenda, be 75 calendar days from date of commencement of Work to achieving Substantial Completion of the entire Work or March 29 2013 (date). This proposed time shall include consideration of normal adverse conditions due to weather which can be reasonably anticipated for the Project location. Award of this contract will be based on Owner's evaluation of both price and time. See Instructions to Bidders for Owner's desired completion time.

4. RECEIPT OF ADDENDA:
The undersigned acknowledges receipt of the following addenda: 1, 2

5. PROOF OF COMPETENCY:
Undersigned agrees to furnish evidence satisfactory to Owner of sufficient means and expertise to assure completion of Contract in a satisfactory manner, and to furnish such evidence within five (5) days of receipt of written request.

MAPLE 121636 Bid Form
00 41 00 - 1

- Attachments:
1. Police Department Phase #1 Bidder List
 2. Derau Construction Bid Form and 5% Bid Bond
 3. SEH Letter of Contractor Recommendation

Undersigned acknowledges that Owner reserves right to reject any part or all of this bid and waive any informalities therein, but that this bid shall remain open and shall not be withdrawn for a period of forty-five (45) days from date prescribed for this opening. If written notice of acceptance of any part or all of this bid is provided to undersigned within this time period, or at any other time thereafter before it is withdrawn, undersigned will execute and deliver Contract Documents to Owner in accordance with this bid as accepted, and will also furnish and deliver to Owner any bonds as may be required, and all proof of insurance coverage, within time specified under Bid Security in the Instructions to Bidders.

Notification of acceptance or request for additional information may be addressed to undersigned at address set forth below.

The names of all persons interested in foregoing bid as principals follow: (IMPORTANT NOTICE: If bidder or interested person is a corporation, give legal name of corporation, state where incorporated, names of president and secretary; if a partnership, give name of firm and names of all individual co-partners composing firm; if bidder or interested person is an individual, give first and last names in full.)



Signature of Bidder

NOTE: If bidder is corporation, set forth legal name of corporation together with signature of officer or officers authorized to sign contracts on behalf of corporation, if bidder is partnership, set forth name of firm together with signature of partner or partners authorized to sign contracts on behalf of partnership.

Business Address: 1061 EAST CLIFF RD.
BRANSVILLE, OH 45337
Telephone No.: 952-697-5731
E-mail Address: PATR @ DERAU CONSTRUCTION.COM
Date of Proposal: 12/4/12

END OF DOCUMENT

Bid Form
00 41 00 - 2

MAPLE 121636

Attachments:

1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation

**TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, THAT WE

**Derau Construction, LLC
1061 East Cliff Road
Burnsville, Minnesota 55337**

as Principal, hereinafter called the Principal, and the **Travelers Casualty and Surety Company of America**, a corporation duly organized under the laws of the **State of Connecticut**, with Administrative Offices at **One Tower Square, Hartford, CT 06183-6014**, as Surety, hereinafter called the Surety, are held and firmly bound unto

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

as Obligee, hereinafter called the Obligee, in the sum of **Five Percent (5%) of Amount of Bid---**

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

**Police Department Expansion Project - Phase #1
1902 County Road B East
Ramsey, Minnesota**

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or contract documents with good and sufficient surety for the faithful performance of such contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this **December 4, 2012**

Derau Construction, LLC

(Principal)

(No Seal)

[Signature]

(Witness)

[Signature]

Patrick J. Rauch, President

Travelers Casualty and Surety Company of America (Seal)

Melinda Blodgett

(Witness)

[Signature]

Jack Cedarleaf II, (Attorney-In-Fact)



Attachments:

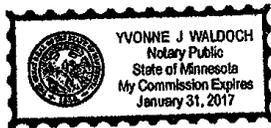
1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation

ACKNOWLEDGMENT FOR PRINCIPAL (Limited Liability Company)

STATE OF:
COUNTY OF:

On this day, **December 4, 2012**, before me appeared **Patrick J. Rauch** to me personally known, who being by me duly sworn, did say that he is the **President of Derau Construction, LLC**, a Limited Liability Company; and that said instrument was executed in behalf of the Limited Liability Company by authority of its Management Committee; and he acknowledges said instrument to be the free act and deed of the Limited Liability Company.

(Notarial Seal)



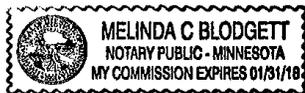
Yvonne J. Waldoch
(NOTARY SIGNATURE)

ACKNOWLEDGMENT OF SURETY

STATE OF: Minnesota
COUNTY OF: Ramsey

On this day, **December 4, 2012**, before me personally come(s) **Jack Cedarleaf II**, to me personally known, who being by me duly sworn, did say that he is the aforesaid officer or **Attorney-In-Fact** of the **Travelers Casualty and Surety Company of America**, a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

(Notarial Seal)



Melinda C. Blodgett
(NOTARY SIGNATURE)

Attachments:

1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 223741

Certificate No. 004838486

KNOW ALL MEN BY THESE PRESENTS: That St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Christine M. Hansen, D.R. Dougherty, Jack Cedarleaf II, Kurt C. Lundblad, Pamela T. Curran, and Melinda C. Blodgett

of the City of St. Paul, State of Minnesota, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 30th day of April, 2012

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: George W. Thompson, Senior Vice President

On this the 30th day of April, 2012, before me personally appeared George W. Thompson, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2016.



Marie C. Tetreault, Notary Public

58440-6-11 Printed in U.S.A.

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

Attachments:

- 1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 4th day of December, 20 12

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

Kevin E. Hughes
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

- Attachments:
1. Police Department Phase #1 Bidder List
 2. Derau Construction Bid Form and 5% Bid Bond
 3. SEH Letter of Contractor Recommendation



MEMORANDUM

TO: Mychal Fowlds, IT Director
Larry Farr, Facilities Manager,
City of Maplewood

FROM: Larry Koch, AIA, Project Manager
SEH Inc.

DATE: December 5, 2012

RE: Police Expansion Phase 1 - Contractor Recommendation
SEH No. MAPLE 121636 14.00

Gentlemen,

We are writing to provide the final General Contractor recommendations for the Police Expansion Phase 1 Project Bids. As a part of our due diligence, we have reviewed the information from the apparent 3 low bidders.

OVERVIEW

The scope of work for this project was developed to relocate Community Development staff and storage into the existing spaces at the Public Works Building. The bidding also included an Alternate cost proposal for the accessibility upgrades to the first floor door hardware at the lower level Public Works Garage.

The bidding climate for the three week bidding period was very active and competitive. The bids were opened yesterday; with *fifteen* General Contractor's submitting bids. The bids ranged from a low of \$206,400 to a high of \$294,000. SEH's 95% Construction Document Estimate of Probable Cost of Construction was \$281,931 (which included a 10% construction contingency).

DERAU CONSTRUCTION, BURNSVILLE MN (BASE BID: \$206,400)

The apparent low bidder was Derau Construction of Burnsville MN. Their base bid was \$206,400 and \$6,900 for the Alternate. Pat Rausch, President of the firm, spoke with SEH staff, Larry Koch and Gayle Mack regarding the project scope, schedule and budget for the Base Bid and Alternate. SEH has requested a List of Subcontractors and References. SEH is currently verifying their past performance by contacting Derau's references. SEH will provide a follow-up memo to City Staff documenting the comments received from the references.

SEH takes no exception to the bid put forth by Mr. Rausch, and is herein recommending that the City of Maplewood accept the bid from Derau Construction and proceed with the initiation of a contract.

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Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196
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Attachments:

1. Police Department Phase #1 Bidder List
2. Derau Construction Bid Form and 5% Bid Bond
3. SEH Letter of Contractor Recommendation

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Charles Ahl, Assistant City Manager
SUBJECT: **Notice of Cancel Council Workshop on Monday, January 7, 2013**
DATE: December 5, 2012

SUMMARY

Currently, staff does not have any time sensitive matters that would call for the need of a Council Manager Workshop. Because of this, staff recommends canceling the January 7, 2013 Council Manager Workshop. The next workshop and regular meeting is scheduled for Monday, January 14, 2013.

RECOMMENDATION

Staff recommends the cancellation of the Council Manager Workshop on Monday, January 7, 2013.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Charles Ahl, Assistant City Manager
SUBJECT: **Discussion on Labor Negotiations Strategy**
 ■ Declaration of Intent to Close Meeting
DATE: **December 5, 2012**

INTRODUCTION

The City Council will continue to discuss strategy for bargaining with the seven bargaining groups regarding contracts for 2013 and 2014. All employee contracts expire at the end of 2012, so the Council will discuss parameters and strategy for the employee contracts. The seven groups are AFSCME, Police Officers, Police Sergeants, Fire Fighters, Fire Fighter Officers, Metro Supervisory Association; Metro Supervisory Association and Maplewood Supervisory and Confidential Association.

Because of the confidential nature of these negotiations, the staff and Labor Attorney will be recommending that the City Council close this session as allowed by state statute.

Recommended Action

The City Council should discuss the negotiations. No action is recommended.