

The Public is invited to a reception following the City Council Workshop at 6:30pm for the new Police Chief and Assistant City Manager.

AGENDA
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, August 12, 2013
City Hall, Council Chambers
Meeting No. 14-13

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 July 22, 2013 City Council Workshop Meeting Minutes
2. Approval of July 22, 2013 City Council Meeting Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Introduction of Police Chief and Assistant City Manager
2. Swearing In Ceremony of Police Chief Paul Schnell (No Report)
3. Swearing In of Police Officers Brian Micheletti and Zachary Strand (No Report)

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 a Resolution for a Lawful Gambling Premise Permit for Merrick, Inc at Freddy's Tiki Hut, 1820 Rice Street
3. Approval of a Resolution for a Temporary Lawful Gambling Permit for the Church of St. Jerome and Waiver of Permit Fees
4. Approval of a Resolution Approving the Terms of Interfund Loan in Connection with Proposed Tax Increment Financing District No. 1-13
5. Maplewood Mall Park and Ride Expansion, City Project 10-03, Approval of the Interagency Agreement for the Maplewood Mall Transit Center, Park and Ride Expansion
6. Approval of a Resolution for Final Payment and Acceptance of Project, Maplewood Mall Sidewalk Improvements, City Project 11-09

7. Approval of a Resolution Directing Modification of Existing Construction Contract, Change Order No. 3, TH 36/English Street Interchange Improvements, City Project 09-08
8. Consider Approval of Contract Between the City of Maplewood and ISD 622 for Aquatic Programming Services
9. Conditional Use Permit Review—Beaver Lake Town Houses, Maryland Avenue and Lakewood Drive
10. Approval of a Resolution Accepting Donation to the Maplewood Police Reserves
11. Approval for Police Department to Purchase Two License Plate Readers
12. Approval of a Resolution Directing Modification of Existing Construction Contract, Change Orders with Derau Construction, Police Department Expansion Project – Phase 1
13. Approval of a Resolution Directing Modification of Existing Construction Contract, Change Orders with Weber, Inc., Police Department Expansion Project – Phase 1A
14. Approval of a Resolution Directing Modification of Existing Construction Contract, Change Orders with Weber, Inc., Police Department Expansion Project – Phase 2
15. Clarification of Wording for Leave Provisions in City Manager Contract

H. PUBLIC HEARINGS

1. Consider Approving Refinancing Plan for Properties Owned by Dakota Communities, Inc
 - a. Resolution Giving Host Approval to the Issuance of Revenue Bonds by the Dakota County Community Development Agency

I. UNFINISHED BUSINESS

1. Approval of a Resolution for a Conditional Use Permit and Design Review, Maplewood Auto Mall, a Used Auto Sales Business at 2529 White Bear Avenue

J. NEW BUSINESS

1. Approval of Plans for Building Additions to the Police Department at Maplewood City Hall and a Parking Waiver
2. Discussion on the Small Kennel License, First Reading of Revision to Small Kennel Ordinance and Waiver of Second Reading

K. AWARD OF BIDS

None

L. VISITOR PRESENTATIONS

M. ADMINISTRATIVE PRESENTATIONS

1. Update on National Night Out (No Report)
2. Council Calendar Update

N. COUNCIL PRESENTATIONS

O. 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.

MINUTES
MAPLEWOOD CITY COUNCIL
MANAGER WORKSHOP
5:00 P.M. Monday, July 22, 2013
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 5:01 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 Cave moved to approve the agenda as submitted.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

D. UNFINISHED BUSINESS

1. Maplewood Recycling Program – Update on Recycling Carts and Rates

Environmental Planner Finwall gave the staff report and answered questions of the council. Finance Director Bauman, Susan Young from Foth, Infrastructure & Environment, LLC, Willie Tennis from Tennis Sanitation, and City Manager Ahl gave additional information and answered questions of the council.

2. Fish Creek Acquisition Project – Funding Plan Update

Parks and Recreation Director Konewko gave the staff report and answered questions of the council. City Manager Ahl gave additional information and clarification on the funding.

E. NEW BUSINESS

1. Discussion on Budget Overview and Goals

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

F. ADJOURNMENT

Mayor Rossbach adjourned the meeting at 6:53 p.m.

MINUTES
MAPLEWOOD CITY COUNCIL
 7:00 p.m., Monday, July 22, 2013
 Council Chambers, City Hall
 Meeting No. 13-13

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.

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

- N1. Wednesday, July 24th – First game at Tom Kelly Field, Edgerton
- N2. National Night Out
- N3. Historic Preservation Commission

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 July 8, 2013 City Council Workshop Minutes**

Change the adjournment time to 6:45 p.m.

Councilmember Juenemann moved to approve the July 8, 2013 City Council Workshop Minutes as amended.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

2. Approval of July 8, 2013 City Council Meeting Minutes

Councilmember Cave moved to approve the July 8, 2013 City Council Meeting Minutes as submitted.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

\$ 588,798.45 Total Payroll

\$ 5,197,998.42 GRAND TOTAL

Seconded by Councilmember Koppen Ayes – All

The motion passed.

2. Conditional Use Permit Review, All Metro Glass, 1357 Cope Avenue

Councilmember Juenemann moved to review the Conditional Use Permit for All Metro Glass again in one year.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

3. Conditional Use Permit Review, South Metro Human Services Mental Health Care Facility, 1111 Viking Drive

Councilmember Juenemann moved to review the Conditional Use Permit for South Metro Human Services Mental Health Care Facility again in one year.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

4. Conditional Use Permit Review, St. Paul's Priory Planned Unit Development, Benet Road and Monastery Way

Councilmember Juenemann moved to review the Conditional Use Permit for St. Paul's Priory Planned Unit Development again in one year.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

5. Approval of Grant Agreement Between the Ramsey Washington Metro Watershed District and the City of Maplewood, July 2011 Storm Response, City Project 11-19

Councilmember Juenemann moved to approve the Mayor and City Manager enter into an agreement with Ramsey Washington Metro Watershed District to receive cost-share grant funds for flood remediation work as part of the July 2011 Storm Response, City Project 11-19.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

6. Approval of Purchase of Office Furniture for Investigations Division, Police Department Expansion Project Phase 2

Councilmember Juenemann moved to approve the purchase of office furniture and installation from Commercial Furniture Systems for Phase 2 utilizing US Communities pricing not to exceed \$39,500.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

H. PUBLIC HEARING

- 1. Public Hearing to Modify Development Program and Establish TIF District No. 1-12 for Research and Development Facility on 3M Campus**
 - a. Public Hearing Called for After 7:00 pm**
 - 1. Planning Commission and HEDC Recommendations**
 - b. Resolution Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No. 1-12 and Approving a Tax Increment Financing Plan**
 - c. Resolution Approving Tax Increment Financing Development Agreement with 3M Companies**
 - d. Resolution Approving an Inter-fund Loan Agreement**

City Manager Ahl gave the staff report. Tom Denaway from Springsted, Incorporated addressed the council to provide an overview of the 3M Research and Development Facility TIF District No. 1-12. Planning Commissioner Tripler addressed the council and gave the report from the Planning Commission. Housing and Economic Development (HEDC) Commissioner Jenkins addressed the council and gave the report from the HEDC.

Mayor Rossbach opened the public hearing. No one spoke.

Mayor Rossbach closed the public hearing.

Mary Ippel from Springsted addressed the council to give an overview of the resolution approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No. 1-12 and Approving a Tax Increment Financing Plan.

Mayor Rossbach moved to approve the Resolution Approving the Modification to the Development Program for Development District No. 1 and Establishing Tax Increment Financing District No. 1-12 and approving a Tax Increment Financing Plan.

RESOLUTION 13-7-943

RESOLUTION APPROVING THE MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 1-12 THEREIN AND APPROVING A TAX INCREMENT FINANCING PLAN THEREFOR

WHEREAS:

A. It has been proposed that the City of Maplewood, Minnesota (the "City") modify the Development Program for Development District No. 1 (the "Development District") and establish Tax Increment Financing District No. 1-12 ("TIF District No. 1-12") therein and approve and accept the proposed Tax Increment Financing Plan therefor all pursuant to and in accordance

with Minnesota Laws, 2013, Chapter 143, Article 9, Section 21 (the "Special Law"), and Minnesota Statutes, Sections 469.124 through 469.134, both inclusive, as amended and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (the "Act"); and

B. Under the Special Law the City has the authority to establish tax increment financing districts within the 3M Renovation and Retention Project Area consisting of Parcel 362922240002 (the "Project Area"); and

C. The Development District and TIF District No. 1-12 are within the Project Area.

D. It has been proposed by the 3M Company to construct a 400,000 square foot research and development facility within TIF District No. 1-12 (the "Project"); and

E. The City Council has investigated the facts and has caused to be prepared a modification to the Development Program for the Development District (the "Development Program Modification"), and has caused to be prepared a proposed tax increment financing plan for TIF District No. 1-12 (the "TIF Plan"); and

F. The City has performed all actions required by law to be performed prior to the approval of the Development Program Modification and TIF Plan, including, but not limited to, notification of Ramsey County and School District No. 622 having taxing jurisdiction over the property to be included in TIF District No. 1-12 and the holding of a public hearing upon published and mailed notice as required by law; and

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

1. Development Program Modification. The Development Program Modification, for the Development District, a copy of which is on file in the office of the City Manager, is adopted as the development program for the Development District.

2. TIF Plan. The TIF Plan is adopted as the tax increment financing plan for TIF District No. 1-12, and the City Council makes the following findings:

(a) As provided by the Special Law, the requirements for qualifying TIF District No. 1-12 as a redevelopment district as defined in Minnesota Statutes, Section 469.174, Subdivision 10, do not apply.

(b) In addition, pursuant to Minnesota Statutes Section 469.176, Subdivision 4c(d), the City finds that the Project will retain jobs in the state and that the construction of the Project would not have commenced without the tax increment financing assistance to be provided pursuant to the TIF Plan.

(c) The proposed development in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future. The reasons supporting this finding are that:

(i) Private investment will not finance these development activities due to the high cost of site improvements and infrastructure costs. The City, without tax increment assistance, would not have the resources to undertake the necessary site improvements. It is necessary to finance these development activities through the use of tax increment financing so that

other development by private enterprise will occur within the Development District.

- (ii) A comparative analysis of estimated market values both with and without establishment of TIF District No. 1-12 and the use of tax increments has been performed as described above. Such analysis is found in Exhibit VI of the TIF Plan, and indicates that the increase in estimated market value of the proposed development (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of TIF District No. 1-12 and the use of tax increments.
- (d) In the opinion of the City Council, the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of TIF District No. 1-12 permitted by the TIF Plan. The reasons supporting this finding are that:
- (i) The estimated amount by which the market value of the site will increase without the use of tax increment financing is \$0, plus a small amount attributable to appreciation in land value;
 - (ii) The estimated increase in the market value that will result from the development to be assisted with tax increment financing is \$24,720,000; and
 - (iii) The present value of the projected tax increments for the maximum duration of the district permitted by the tax increment financing plan is \$11,794,711.
- (e) The TIF Plan for TIF District No. 1-12 conforms to the general plan for development or redevelopment of the City of Maplewood as a whole. The reasons for supporting this finding are that:
- (i) TIF District No. 1-12 is properly zoned; and
 - (ii) The Planning Commission of the City has determined that the proposed TIF Plan conforms to the general plan for the development and redevelopment of the City as a whole ; and
 - (iii) The TIF Plan will generally compliment and serve to implement policies adopted by the City.
- (f) The TIF Plan will afford maximum opportunity, consistent with the sound needs of the City of Maplewood as a whole, for the development or redevelopment of the Project Area by private enterprise. The reasons supporting this finding are that:

The development activities are necessary so that development and redevelopment by private enterprise can occur within the Project Area.

3. Public Purpose. The adoption of the Development Program Modification and TIF Plan conform in all respects to the requirements of the Act and will help fulfill a need to redevelop an area of the State which is already built up to provide employment opportunities and to improve the tax base and to improve the general economy of the State and thereby serves a public purpose.

4. Certification. The Auditor of Ramsey County is requested to certify the original net tax capacity of TIF District No. 1-12 as described in TIF Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the City Manager is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within TIF District No. 1-12 for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.

5. Filing. The City Manager is further authorized and directed to file a copy of the Development Program Modification and TIF Plan for TIF District No. 1-12 with the Commissioner of Revenue and the Office of the State Auditor.

Seconded by Councilmember Juenemann

Ayes – Mayor Rossbach, Council Members Cave, Koppen and Juenemann
Councilmember Cardinal was not present when the vote was taken.

The motion passed.

Mary Ippel from Springsted gave an overview of the resolution approving Tax Increment Financing Development Agreement with 3M Companies.

Mayor Rossbach moved to approve the Resolution Approving Tax Increment Financing Development Agreement with 3M Companies.

RESOLUTION 13-7-944
RESOLUTION AUTHORIZING
EXECUTION OF A TAX INCREMENT FINANCING
DEVELOPMENT AGREEMENT

A. WHEREAS, 3M Company (the "Developer") has requested the City of Maplewood, Minnesota (the "City") to assist with the financing of certain costs incurred in connection with the construction of a 400,000 square foot research and development facility in the City by the Developer (the "Project").

B. WHEREAS, the Developer and the City have determined to enter into a Tax Increment Financing Development Agreement providing for the City's tax increment financing assistance for the Project (the "Development Agreement").

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

1. The City Council hereby approves the Development Agreement in substantially the form submitted, and the Mayor and City Manager are hereby authorized and directed to execute the Development Agreement on behalf of the City.

2. The approval hereby given to the Development Agreement includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by this resolution to execute the Development Agreement. The execution of the Development Agreement by the appropriate officer or officers of the City shall be conclusive evidence of the approval of the Development Agreement in accordance with the terms hereof.

Seconded by Councilmember Koppen

Ayes – Mayor Rossbach, Council Members Cave, Koppen and Juenemann
Councilmember Cardinal was not present when the vote was taken.

The motion passed.

Mary Ippel from Springsted gave an overview of the Resolution Approving an Inter-fund Loan Agreement.

Councilmember Juenemann moved to approve the Resolution Approving an Inter-fund Loan Agreement.

RESOLUTION 13-7-945
RESOLUTION APPROVING THE TERMS OF UP TO A
\$4,918,342 INTERFUND LOAN IN CONNECTION WITH
TAX INCREMENT FINANCING DISTRICT NO. 1-12

BE IT RESOLVED by the City Council (the "Council") of the City of Maplewood, Minnesota (the "City"), as follows:

Section 1. Background.

(a) The City proposes to establish a Tax Increment Financing District No. 1-12 (the "TIF District") within Development District No. 1, and proposes to adopt a tax increment financing plan for the TIF District (the "TIF Plan").

(b) The City has determined to pay for certain costs identified in the TIF Plan consisting of land/building acquisition, public utilities, site improvements/preparation, other eligible improvements, and administrative costs (the "Qualified Costs") incurred in connection with the establishment of the TIF District and development/redevelopment of land within the TIF District, which costs will be financed on a temporary basis from City funds available for such purposes.

(c) Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally made, in order to finance the Qualified Costs.

(d) The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

(a) The City hereby authorizes the advance of up to \$4,918,342 from the City's General Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

(b) Principal and interest on the Interfund Loan shall be paid semi-annually on each February 1 and August 1 (each a "Payment Date") commencing with the Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Manager, through the last receipt of tax increment from the TIF District.

(c) Payments on the Interfund Loan are payable solely from "Available Tax Increments" which shall mean, on each Payment Date, all of the tax increment available after other obligations have been paid, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Ramsey County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1799. Payments on the Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

(d) The principal sum and all accrued interest payable under the Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

(e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

(f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Adopted this 22nd day of July, 2013.

Seconded by Councilmember Koppen

Ayes – Mayor Rossbach, Council Members Cave, Koppen and Juenemann
Councilmember Cardinal was not present when the vote was taken.

The motion passed.

2. **Public Hearing on Capital Improvement Plan for 2014-2018 and the Issuance of Capital Improvement Bonds**
 - a. **Public Hearing**
 - b. **Resolution Approving 2014-2018 Capital Improvement Plan and the Issuance of Capital Improvement Bonds (3 votes required)**

Finance Director Bauman gave the staff report. Environmental Natural Resource Commissioner/Planning Commissioner Tripler gave the reports from the ENRC and PC and answered questions of the council. Housing and Economic Development Commissioner Jenkins gave the report from the HEDC.

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

1. Paula Aherns, 1142 Lakewood Drive S.
2. Mel Grosz, 1169 Lakewood Drive S.

Mayor Rossbach closed the public hearing.

Councilmember Juenemann moved to approve the Resolution Approving the Capital Improvement Plan and the Issuance of Capital Improvement Bonds.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

Mayor Rossbach called for a brief recess of the council meeting.

Mayor Rossbach called the council meeting back to order.

I. UNFINISHED BUSINESS

1. Authorization to Implement Capital Project to Construct Fire Station 1 on 3M Campus

City Manager Ahl gave the staff report and answered questions of the council. City Attorney Kantrud answered additional questions of the council.

Councilmember Juenemann moved authorization to implement the capital project as Fire Station Number One on the 3M Campus in the total amount of \$4,250,000; approve the engineering and architecture proposal with Kimley-Horn in the amount of \$241,800; provide the City Manager authority to execute said proposal; and direct the Finance Director to transfer the necessary funds for this authorization into the project fund and make the necessary budget adjustments.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

J. NEW BUSINESS

1. Approval of Resolution for a Conditional Use Permit, Our City/Our Neighborhood Church at 1812 North St. Paul Road

City Planner Martin gave the staff report and answered questions of the council. Samuel Ly, Pastor of Our City-Our Neighborhood Church addressed and answered questions of the council. Planning Commissioner Tripler addressed and gave the report from the Planning Commission.

Mayor Rossbach moved to approve the resolution approving a Conditional Use Permit for Our City – Our Neighborhood Church, located at 1812 North Saint Paul Road including the 8 conditions listed with condition number five being reworded to clarify that the applicant's parking

be confined to the site and not allowed on city streets that prohibit on-street parking or neighboring properties, unless approved by a neighboring property owner and the city council.

RESOLUTION 13-7-946
CONDITIONAL USE PERMIT

WHEREAS, the Our City – Our Neighborhood Church 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 property identification number is:

14-29-22-33-0012

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

1. On July 16, 2013, 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 July 22, 2013, 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 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.

Adopted by the council on this 22nd day of July, 2013.

RESOLUTION 13-7-948
AUTHORIZING RE-ADVERTISEMENT FOR BIDS
BID PACKAGE 5

WHEREAS, pursuant to resolution passed by the city council on May 14, 2012 plans and June 25, 2012, plans and specifications for the East Metro Public Safety Training Center Improvements, City Project 09-09, were prepared by (or under the direction of) the city engineer, who has presented such plans and specifications to the council for approval.

WHEREAS, the City Council rejected all bids on July 22, 2013 for Bid Package 5 bids opened on July 2, 2013.

WHEREAS, the plans have been revised to in order to allow re-bidding of said project to reduce costs.

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

1. Such preliminary plans for revised Bid Packages 5 a copy of which are available upon request, are hereby approved and ordered placed on file in the office of the city engineer.

2. The city clerk or office of the city engineer shall prepare and cause to be inserted in the official paper and in the Construction Bulletin an advertisement for bids upon the making of such improvement under such preliminary. The advertisement shall be published at least twice, and in conformance with State Statutes prior to the date set for bid opening, shall specify the work to be done, shall state that bids will be publicly opened and considered by the council at 10:00 a.m. on a date to be determined, at city hall and that no bids shall be considered unless sealed and filed with the clerk and accompanied by a certified check or bid bond, payable to the City of Maplewood, Minnesota for five percent of the amount of such bid.

3. The city clerk and city engineer are hereby authorized and instructed to receive, open, and read aloud bids received at the time and place herein noted, and to tabulate the bids received. The council will consider the bids, and the award of a contract, at a regular city council meeting.

Adopted by the City Council on this 22nd day of July, 2013.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

L. VISITOR PRESENTATION

None.

M. ADMINISTRATIVE PRESENTATIONS

1. Notice of Cancellation of the September 2, 2013 Council Manager Workshop

City Clerk Guilfoile gave the staff report.

Councilmember Juenemann moved to approve to cancel the September 2, 2013 Council Manager Workshop.

Seconded by Councilmember Cave

Ayes – All

The motion passed.

- 2. Council Calendar Update:**
 - a. Police Department Open House – July 27th**
 - b. National Night Out – August 6th**

City Manager Ahl gave the staff report. Acting Police Chief Kvam gave the specifics of the Police Department Open House to be held on July 27 from 4:00 p.m. to 6:00 p.m.; and National Night Out on August 6th from 5:00 p.m. to 9:00 p.m.

N. COUNCIL PRESENTATIONS

1. Tom Kelly Field

Councilmember Cardinal informed residents the first game at Tom Kelly Field-Edgerton #10 will be held on Wednesday, July 24th at 6:00 p.m. The parks committee meeting will be held at Fire Station 2 immediately following the ball game.

2. National Night Out

Councilmember Juenemann encouraged residents to participate in National Night Out that will be held on Tuesday, August 6th from 5:00 p.m. to 9:00 p.m.

Historic Preservation Commission

Councilmember Koppen gave a report that Ginny Gaynor, staff liaison to the Historic Preservation Commission used one of the city vans to give the HPC a tour of the City. He suggested to the City Manager that this be offered to other commissions.

O. ADJOURNMENT

Mayor Rossbach adjourned the meeting at 10:06 p.m.

AGENDA REPORT

TO: City Council
FROM: Finance Manager
RE: APPROVAL OF CLAIMS
DATE: August 12, 2013

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:

\$ 1,547,571.59	Checks # 90326 thru # 90374 dated 07/18/13 thru 07/23/13
\$ 281,141.30	Disbursements via debits to checking account dated 07/15/13 thru 07/19/13
\$ 386,270.86	Checks # 90375 thru # 90402 dated 07/30/13
\$ 432,893.08	Disbursements via debits to checking account dated 07/22/13 thru 07/26/13
\$ 1,923,931.63	Checks # 90403 thru # 90454 dated 07/26/13 thru 08/06/13
\$ 2,929,771.84	Disbursements via debits to checking account dated 07/29/13 thru 08/02/13
<u>\$ 7,501,580.30</u>	Total Accounts Payable

PAYROLL

\$ 522,224.55	Payroll Checks and Direct Deposits dated 07/19/13
\$ 763.00	Payroll Deduction check # 9989447 thru # 9989448 dated 07/19/13
\$ 524,427.17	Payroll Checks and Direct Deposits dated 08/02/13
\$ 1,719.20	Payroll Deduction check # 9989474 thru # 9989476 dated 08/02/13
<u>\$ 1,049,133.92</u>	Total Payroll
<u>\$ 8,550,714.22</u>	<u>GRAND TOTAL</u>

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**

07/19/2013

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
90326	07/18/2013	00333	THERESA CORCORAN	DATA ENTRY ERROR FOR D COMP	372.63
90327	07/23/2013	00111	ANIMAL CONTROL SERVICES	PATROL HOURS 7/1 - 7/14	1,400.00
90328	07/23/2013	02149	HEIDI CAREY	2ND QTR COMMISSION	660.10
90329	07/23/2013	01973	ERICKSON OIL PRODUCTS INC	CAR WASHES - JUNE	36.00
90330	07/23/2013	00526	FOREST LAKE CONTRACTING INC	PROJ 09-08 HWY 36/ENGLISH PMT#6	1,238,898.89
90331	07/23/2013	00585	GOPHER STATE ONE-CALL	NET BILLABLE TICKETS - JUNE	974.70
90332	07/23/2013	00687	HUGO'S TREE CARE INC	STORM DAMAGE ASSISTANCE 6/21	7,452.50
	07/23/2013	00687	HUGO'S TREE CARE INC	STORM DAMAGE ASSISTANCE 6/21	1,547.58
90333	07/23/2013	02728	KIMLEY-HORN & ASSOCIATES INC	PROF SRVS THRU 5/31 3M FIRE STAT	2,302.85
90334	07/23/2013	00393	MN DEPT OF LABOR & INDUSTRY	MONTHLY SURTAX - JUNE 17388123035	2,420.14
90335	07/23/2013	01337	RAMSEY COUNTY-PROP REC & REV	PROJ 08-12 RECORDING FEES	92.00
90336	07/23/2013	04845	TENNIS SANITATION LLC	RECYCLING FEE - JUNE	27,153.00
90337	07/23/2013	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	6,508.44
	07/23/2013	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	3,139.38
	07/23/2013	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	2,055.62
	07/23/2013	01190	XCEL ENERGY	ELECTRIC UTILITY	1,327.67
	07/23/2013	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	232.77
	07/23/2013	01190	XCEL ENERGY	FIRE SIRENS	56.51
90338	07/23/2013	03513	BRIAN BIERDEMAN	REIMB FOR PARKING 07/03	21.00
90339	07/23/2013	05233	BOUND TREE MEDICAL, LLC.	MEDICAL SUPPLY VENDING MACHINE	13,817.98
90340	07/23/2013	04549	JAN ALICE CAMPBELL	ZUMBA INSTRUCTION - JUNE SAT MORN	122.50
90341	07/23/2013	00472	MICHAEL A ERICSON	CONSULTING FEES 7/1 - 7/12	1,250.00
90342	07/23/2013	04967	MARCUS FORSYTHE	REIMB FOR MEALS 6/17 - 6/18	24.09
90343	07/23/2013	00531	FRA-DOR INC.	ASPHALT MILLINGS FOR FARM D-WAY	167.17
90344	07/23/2013	04064	DEREK FRITZE	REIMB FOR TUITION & BOOKS 6/29-7/12	2,041.85
90345	07/23/2013	04846	HEALTHEAST	MEDICAL SUPPLIES	1,191.64
90346	07/23/2013	02263	HILLCREST ANIMAL HOSPITAL PA	BOARDING & DESTRUCTION FEE - JUNE	187.56
90347	07/23/2013	02506	HUNT ELECTRIC CORP	REPAIR LIFT STATION 21	963.52
90348	07/23/2013	03978	KANE'S CATERING SERVICE, INC	MAPLEWOOD BUSINESSES MCC 7/11	277.88
90349	07/23/2013	00827	L M C I T	WORK COMP QUARTERLY JUN-AUG 13	108,312.50
90350	07/23/2013	00891	M A M A	LUNCHEON JUNE 13 J ANTONEN	15.00
90351	07/23/2013	00896	M C M A	ANNUAL MEMBERSHIP	190.72
90352	07/23/2013	00986	METROPOLITAN COUNCIL	MONTHLY SAC - JUNE	4,821.30
90353	07/23/2013	05027	MIDLAND TITLE	PROJ 02-07 ABSTRACTING/TITLE WORK	225.00
90354	07/23/2013	04966	MIDWAY FORD	2013 F350 4X4 - 60" CAB TO AXLE TRUCK	35,122.47
90355	07/23/2013	00001	ONE TIME VENDOR	CHARITABLE GAMBLING BOY SCOUT	1,000.00
90356	07/23/2013	00001	ONE TIME VENDOR	REFUND G FERGUSON - TREE REBATE	178.50
90357	07/23/2013	00001	ONE TIME VENDOR	REFUND L CLARK BIRTHDAY PARTY	67.00
90358	07/23/2013	00001	ONE TIME VENDOR	REFUND D ANDREW - TREE REBATE	50.00
90359	07/23/2013	00001	ONE TIME VENDOR	REFUND K BOOKS CHANGED MONTHLY	40.00
90360	07/23/2013	00001	ONE TIME VENDOR	REFUND B HURLEY ELECTRICAL PERMIT	33.00
90361	07/23/2013	00001	ONE TIME VENDOR	REFUND A ROSKOWNINSKI-TREE REBATE	20.00
90362	07/23/2013	00001	ONE TIME VENDOR	REFUND N HOPP - TREE REBATE	17.50
90363	07/23/2013	05167	PYROTECHNIC DISPLAY, INC.	FIREWORKS DISPLAY FOR 4TH	15,000.00
90364	07/23/2013	04225	RAMSEY COUNTY AGRICULTURAL SOC	TICKETS FOR RAMSEY FAIR-DAYCAMP	300.00
90365	07/23/2013	01340	REGIONS HOSPITAL	SHARPS DISPOSAL	41.75
90366	07/23/2013	02001	CITY OF ROSEVILLE	PHONE SERVICE - JULY	1,436.20
90367	07/23/2013	01387	DR. JAMES ROSSINI	ADMIN FEE FOR STRESS TEST - JULY	100.00
90368	07/23/2013	01397	RYAN PLUMBING & HEATING CO.	2 RP2 TEST	390.00
90369	07/23/2013	00006	SILVER SNEAKERS	REFUND TRUSINSKY HP BENEFIT	186.46
90370	07/23/2013	01836	ST PAUL, CITY OF	1ST QTR WATER USAGE 12/2012-03/2013	283.01
90371	07/23/2013	01578	T R F SUPPLY CO.	SHOP TOWELS & SAFETY SUPPLIES	839.76
	07/23/2013	01578	T R F SUPPLY CO.	SUPPLIES	699.23
90371	07/23/2013	01578	T R F SUPPLY CO.	SHOP TOWELS & SAFETY SUPPLIES	195.58
	07/23/2013	01578	T R F SUPPLY CO.	CLOTH TOWELS FOR MAINT	53.43
90372	07/23/2013	04104	TRANE U.S. INC.	REPAIR & FIX AHU #1 AT CITY HALL	9,589.71
	07/23/2013	04104	TRANE U.S. INC.	UPGRADE PROJ FOR AHU#2	6,588.00
90373	07/23/2013	01649	TRI-STATE BOBCAT, INC.	GRAPPLE BUCKET RENTAL - STORM	467.50
90374	07/23/2013	05220	WEBER, INC.	PD EXPANSION PROJ PHASE 1A	44,612.00

1,547,571.59

49 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>
7/15/2013	MN State Treasurer	Drivers License/Deputy Registrar	42,608.96
7/15/2013	VANCO	Billing fee	113.50
7/15/2013	MN Dept of Revenue	MN Care Tax	7,050.00
7/16/2013	MN State Treasurer	Drivers License/Deputy Registrar	32,704.17
7/17/2013	MN State Treasurer	Drivers License/Deputy Registrar	21,350.89
7/18/2013	MN State Treasurer	Drivers License/Deputy Registrar	52,857.61
7/19/2013	MN State Treasurer	Drivers License/Deputy Registrar	22,412.53
7/19/2013	MN Dept of Natural Resources	DNR electronic licenses	918.95
7/19/2013	US Bank VISA One Card*	Purchasing card items	60,210.69
7/19/2013	MN Dept of Revenue	Sales Tax	7,263.00
7/19/2013	ICMA (Vantagepointe)	Deferred Compensation	3,594.50
7/19/2013	ING - State Plan	Deferred Compensation	30,056.50
			281,141.30

*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
06/28/2013	07/01/2013	OFFICE DEPOT #1090	\$164.96	REGAN BEGGS
06/28/2013	07/01/2013	OFFICE DEPOT #1090	\$4.06	REGAN BEGGS
07/01/2013	07/03/2013	WEDDINGPAGES INC	\$311.20	CHRISTINE BERNARDY
07/05/2013	07/08/2013	STU*STUMPS	\$206.28	CHRISTINE BERNARDY
07/09/2013	07/10/2013	TIGER OAK	\$650.00	CHRISTINE BERNARDY
07/02/2013	07/04/2013	UNIFORMS UNLIMITED INC.	\$47.97	BRIAN BIERDEMAN
07/01/2013	07/03/2013	LYRIC ARTS	\$242.00	NEIL BRENEMAN
07/10/2013	07/11/2013	DICK'S CLOTHING&SPORTING	\$44.91	NEIL BRENEMAN
07/10/2013	07/12/2013	HUDSON HOUSE GRAND HOTEL	\$420.00	NEIL BRENEMAN
07/10/2013	07/12/2013	MICHAELS #2744	\$58.36	NEIL BRENEMAN
07/09/2013	07/11/2013	TRI-STATE BOBCAT	\$16.80	TROY BRINK
07/08/2013	07/09/2013	CHILI'S-MAPLEWOOD	\$110.31	SARAH BURLINGAME
07/10/2013	07/11/2013	CURTIS 1000 INC.	\$479.27	SARAH BURLINGAME
07/10/2013	07/11/2013	CURTIS 1000 INC.	\$79.88	SARAH BURLINGAME
07/10/2013	07/11/2013	CURTIS 1000 INC.	\$239.64	SARAH BURLINGAME
07/08/2013	07/10/2013	LAW ENFORCEMENT TARGETS	\$81.55	DAN BUSACK
06/29/2013	07/01/2013	CARQUEST 01021229	\$44.55	JOHN CAPISTRANT
07/03/2013	07/04/2013	CARQUEST 01021229	(\$40.94)	JOHN CAPISTRANT
07/03/2013	07/04/2013	CARQUEST 01021229	\$40.94	JOHN CAPISTRANT
07/05/2013	07/08/2013	MENARDS 3059	\$34.23	JOHN CAPISTRANT
07/06/2013	07/08/2013	HENRIKSEN ACE HARDWARE	\$19.11	JOHN CAPISTRANT
07/06/2013	07/08/2013	MENARDS 3059	\$13.89	JOHN CAPISTRANT
06/26/2013	07/01/2013	LODGE AT SUGAR LAKE	\$125.00	NICHOLAS CARVER
07/02/2013	07/04/2013	THE HOME DEPOT 2801	\$52.14	SCOTT CHRISTENSON
07/03/2013	07/05/2013	THE HOME DEPOT 2801	\$23.18	SCOTT CHRISTENSON
07/03/2013	07/05/2013	THE HOME DEPOT 2801	\$16.77	SCOTT CHRISTENSON
07/04/2013	07/08/2013	THE HOME DEPOT 2801	\$30.77	SCOTT CHRISTENSON
07/10/2013	07/12/2013	THE HOME DEPOT 2801	\$17.74	SCOTT CHRISTENSON
07/06/2013	07/08/2013	G&K SERVICES 182	\$107.38	CHARLES DEAVER
07/02/2013	07/04/2013	CMI INC MOTO	\$123.49	RICHARD DOBLAR
07/08/2013	07/10/2013	STILLWATER VETERINARY	\$179.91	RICHARD DOBLAR
07/08/2013	07/10/2013	ADAM'S PEST CONTROL INC	\$213.18	RICHARD DOBLAR
06/28/2013	07/01/2013	MED FIT SYSTEMS INC	\$170.00	TOM DOUGLASS
06/28/2013	07/01/2013	HORIZON POOL SUPPLY	\$513.00	TOM DOUGLASS
06/28/2013	07/01/2013	COMMERCIAL POOL & SPA SUP	\$291.11	TOM DOUGLASS
07/01/2013	07/03/2013	MED FIT SYSTEMS INC	\$66.09	TOM DOUGLASS
07/03/2013	07/05/2013	THE HOME DEPOT 2801	\$2.53	TOM DOUGLASS
07/05/2013	07/08/2013	NUCO2 01 OF 01	\$290.85	TOM DOUGLASS
07/05/2013	07/08/2013	NUCO2 01 OF 01	\$153.36	TOM DOUGLASS
07/05/2013	07/08/2013	NUCO2 01 OF 01	\$288.12	TOM DOUGLASS
07/05/2013	07/08/2013	NUCO2 01 OF 01	\$240.91	TOM DOUGLASS
07/05/2013	07/08/2013	NUCO2 01 OF 01	\$236.07	TOM DOUGLASS
07/08/2013	07/09/2013	AUTOZONE3948	\$26.50	TOM DOUGLASS
07/09/2013	07/11/2013	MED FIT SYSTEMS INC	\$12.36	TOM DOUGLASS
07/09/2013	07/11/2013	COMMERCIAL POOL & SPA SUP	\$118.88	TOM DOUGLASS
07/08/2013	07/09/2013	FEDEXOFFICE 00006171	\$16.54	JOHN DUCHARME
07/10/2013	07/12/2013	THE HOME DEPOT 2801	(\$22.43)	JOHN DUCHARME
07/10/2013	07/12/2013	THE HOME DEPOT 2801	\$37.32	JOHN DUCHARME
07/03/2013	07/05/2013	TOTAL TOOL SUPPLY INC	\$873.66	DOUG EDGE
07/03/2013	07/05/2013	THE HOME DEPOT 2801	\$4.82	PAUL E EVERSON
06/28/2013	07/01/2013	SQ *CHRIS MASTELL TRAILER	\$717.50	LARRY FARR
07/01/2013	07/02/2013	WM EZPAY	\$499.03	LARRY FARR
07/01/2013	07/03/2013	COMMERCIAL FURNIT00 OF 00	\$1,971.54	LARRY FARR
07/04/2013	07/05/2013	CINTAS 470	\$318.70	LARRY FARR
07/04/2013	07/05/2013	CINTAS 470	\$117.72	LARRY FARR
07/04/2013	07/05/2013	CINTAS 470	\$26.78	LARRY FARR

07/04/2013	07/05/2013 CINTAS 470	\$63.92	LARRY FARR
07/04/2013	07/08/2013 THE HOME DEPOT 2801	\$64.22	LARRY FARR
07/05/2013	07/08/2013 SAVERS 1175	\$7.49	LARRY FARR
07/05/2013	07/08/2013 WM EZPAY	\$1,058.88	LARRY FARR
07/05/2013	07/08/2013 WM EZPAY	\$112.00	LARRY FARR
07/05/2013	07/08/2013 WM EZPAY	\$523.72	LARRY FARR
07/06/2013	07/08/2013 G&K SERVICES 182	\$384.68	LARRY FARR
07/06/2013	07/08/2013 G&K SERVICES 182	\$708.04	LARRY FARR
07/06/2013	07/08/2013 SYX*GLOBALINDUSTRIALEQ	\$1,976.75	LARRY FARR
07/08/2013	07/09/2013 MUSKA ELECTRIC CO.	\$212.75	LARRY FARR
07/09/2013	07/10/2013 A-1 VACUUM CLEANER COMP	\$220.16	LARRY FARR
07/09/2013	07/10/2013 METROPOLITAN MECHANICAL	\$3,044.90	LARRY FARR
07/10/2013	07/12/2013 WM EZPAY	\$596.44	LARRY FARR
07/10/2013	07/12/2013 WM EZPAY	\$762.84	LARRY FARR
07/01/2013	07/03/2013 DELTA AIR 0067253347737	\$469.80	DAVID FISHER
07/02/2013	07/04/2013 PAYFLOW/PAYPAL	\$64.55	MYCHAL FOWLDS
07/03/2013	07/04/2013 IDU*INSIGHT PUBLIC SEC	\$217.79	MYCHAL FOWLDS
07/10/2013	07/11/2013 VZWRLSS*APOCC VISB	\$873.28	MYCHAL FOWLDS
07/03/2013	07/04/2013 SHI CORP	\$261.39	NICK FRANZEN
07/06/2013	07/08/2013 HP DIRECT-PUBLICSECTOR	\$1,246.19	NICK FRANZEN
07/09/2013	07/11/2013 SPRINT STORE #226	\$64.26	NICK FRANZEN
07/11/2013	07/12/2013 IDU*INSIGHT PUBLIC SEC	\$954.86	NICK FRANZEN
07/11/2013	07/12/2013 PANERA BREAD #1305	\$103.80	VIRGINIA GAYNOR
07/03/2013	07/05/2013 FREEDOM 65 11010600	\$8.76	KAREN GUILFOILE
07/04/2013	07/08/2013 FREEDOM 65 11010600	\$6.05	KAREN GUILFOILE
07/07/2013	07/08/2013 VZWRLSS*APOCC VISN	\$107.37	KAREN GUILFOILE
06/28/2013	07/01/2013 HENRIKSEN ACE HARDWARE	\$29.05	MILES HAMRE
07/08/2013	07/09/2013 JOHN DEERE LANDSCAPES530	\$409.47	MILES HAMRE
07/09/2013	07/11/2013 UNIFORMS UNLIMITED INC.	\$156.99	STEVEN HIEBERT
07/09/2013	07/10/2013 JOHN DEERE LANDSCAPES530	\$66.73	GARY HINNENKAMP
06/28/2013	07/01/2013 MILLS FLEET FARM #2,700	\$5.66	RON HORWATH
06/30/2013	07/01/2013 ARC*SERVICES/TRAINING	\$560.00	RON HORWATH
06/30/2013	07/01/2013 ARC*SERVICES/TRAINING	\$900.00	RON HORWATH
07/01/2013	07/02/2013 SWIMOUTLET.COM	\$253.75	RON HORWATH
07/01/2013	07/03/2013 THE HOME DEPOT 2801	\$59.07	RON HORWATH
07/05/2013	07/08/2013 WAL-MART #2087	\$21.39	RON HORWATH
07/08/2013	07/09/2013 CUB FOODS #1599	\$101.77	RON HORWATH
07/09/2013	07/09/2013 CONNEY SAFETY	\$193.29	RON HORWATH
07/01/2013	07/02/2013 TOSHIBA BUSINESS SOLUTION	\$379.36	ANN HUTCHINSON
06/28/2013	07/01/2013 MENARDS 3022	\$17.93	DAVID JAHN
07/02/2013	07/03/2013 DALCO ENTERPRISES, INC	\$599.03	DAVID JAHN
07/05/2013	07/08/2013 HENRIKSEN ACE HARDWARE	\$14.99	TOM KALKA
06/28/2013	07/01/2013 WILSONS LODGE OGLEBAY	\$2,279.85	DUWAYNE KONEWKO
07/01/2013	07/03/2013 NRPA/AMERICAS BACKYARD	\$360.00	DUWAYNE KONEWKO
07/02/2013	07/03/2013 BEST BUY MHT 00000109	\$34.24	NICHOLAS KREKELER
07/10/2013	07/11/2013 CUB FOODS #1599	\$44.14	NICHOLAS KREKELER
07/01/2013	07/03/2013 UNIFORMS UNLIMITED INC.	\$45.00	DAVID KVAM
07/03/2013	07/03/2013 COMCAST CABLE COMM	\$67.45	DAVID KVAM
07/02/2013	07/04/2013 FAMOUS FOOTWEAR #141652	\$79.99	JOHNNIE LU
07/08/2013	07/09/2013 OVERHEAD DOOR COMP	\$642.00	STEVE LUKIN
07/10/2013	07/11/2013 CUB FOODS #1599	\$48.15	STEVE LUKIN
06/27/2013	07/01/2013 MILLS FLEET FARM #2,700	\$25.68	MICHAEL MONDOR
07/01/2013	07/02/2013 BEST BUY 00023911	\$26.77	MICHAEL MONDOR
07/02/2013	07/03/2013 EVEREST EMERGENCY VEHICL	\$61.82	MICHAEL MONDOR
07/03/2013	07/03/2013 ULINE *SHIP SUPPLIES	\$779.93	MICHAEL MONDOR

07/05/2013	07/08/2013	BOUND TREE MEDICAL LLC	\$27.14	MICHAEL MONDOR
07/06/2013	07/08/2013	BOUND TREE MEDICAL LLC	\$1,021.08	MICHAEL MONDOR
07/06/2013	07/08/2013	ULINE *SHIP SUPPLIES	\$174.51	MICHAEL MONDOR
07/08/2013	07/10/2013	BOUND TREE MEDICAL LLC	\$13.26	MICHAEL MONDOR
07/08/2013	07/10/2013	BOUND TREE MEDICAL LLC	\$400.87	MICHAEL MONDOR
07/09/2013	07/11/2013	BOUND TREE MEDICAL LLC	\$55.08	MICHAEL MONDOR
07/10/2013	07/12/2013	BOUND TREE MEDICAL LLC	\$81.60	MICHAEL MONDOR
07/10/2013	07/12/2013	CHANNING BETE CO AHA	\$110.00	MICHAEL MONDOR
07/11/2013	07/12/2013	MED ALLIANCE GROUP INC	\$515.34	MICHAEL MONDOR
07/11/2013	07/12/2013	MENARDS 3059	\$51.09	MICHAEL MONDOR
07/07/2013	07/08/2013	CINTAS CORP # 060A	\$95.49	BRYAN NAGEL
07/07/2013	07/08/2013	CINTAS CORP # 060A	\$91.04	BRYAN NAGEL
07/10/2013	07/11/2013	HENRIKSEN ACE HARDWARE	(\$17.13)	RICHARD NORDQUIST
07/10/2013	07/11/2013	HENRIKSEN ACE HARDWARE	\$27.30	RICHARD NORDQUIST
06/27/2013	07/01/2013	MONOPRICE INC	\$25.64	MICHAEL NYE
06/27/2013	07/01/2013	MILLS FLEET FARM #2,700	\$55.34	MICHAEL NYE
07/01/2013	07/03/2013	UNIFORMS UNLIMITED INC.	\$16.57	MICHAEL NYE
07/03/2013	07/04/2013	OREILLY AUTO 00020743	\$54.64	MICHAEL NYE
07/03/2013	07/05/2013	STREICHER'S MO	\$78.17	MICHAEL NYE
07/03/2013	07/05/2013	UNIFORMS UNLIMITED INC.	\$55.89	MICHAEL NYE
07/09/2013	07/10/2013	SAFELITE AUTOGLASS	\$325.93	MICHAEL NYE
07/09/2013	07/11/2013	UNIFORMS UNLIMITED INC.	\$49.15	MICHAEL NYE
07/04/2013	07/08/2013	OFFICE DEPOT #1090	\$56.86	MARY KAY PALANK
07/04/2013	07/08/2013	OFFICE DEPOT #1090	\$6.19	MARY KAY PALANK
07/05/2013	07/08/2013	OFFICE DEPOT #1090	\$12.73	MARY KAY PALANK
07/04/2013	07/04/2013	ULINE *SHIP SUPPLIES	\$68.13	PHILIP F POWELL
07/04/2013	07/04/2013	AMAZON.COM	\$69.70	PHILIP F POWELL
06/28/2013	07/01/2013	AUTO PLUS NO ST PAUL 392	\$39.53	STEVEN PRIEM
06/28/2013	07/01/2013	TRUCK UTILITIES INC	\$109.46	STEVEN PRIEM
07/01/2013	07/02/2013	FACTORY MTR PTS #1	\$171.92	STEVEN PRIEM
07/01/2013	07/02/2013	BAUER BUILT TIRE 18	\$319.34	STEVEN PRIEM
07/02/2013	07/03/2013	FACTORY MTR PTS #1	\$282.91	STEVEN PRIEM
07/02/2013	07/03/2013	AN FORD WHITE BEAR LAK	\$197.91	STEVEN PRIEM
07/03/2013	07/04/2013	AUTO PLUS NO ST PAUL 392	\$317.09	STEVEN PRIEM
07/03/2013	07/04/2013	AN FORD WHITE BEAR LAK	\$168.18	STEVEN PRIEM
07/05/2013	07/08/2013	AUTO PLUS NO ST PAUL 392	\$85.88	STEVEN PRIEM
07/08/2013	07/09/2013	BAUER BUILT TIRE 18	\$147.04	STEVEN PRIEM
07/08/2013	07/10/2013	TRI-STATE BOBCAT	\$176.34	STEVEN PRIEM
07/10/2013	07/11/2013	EMERGENCY AUTOMOTIVE	\$406.13	STEVEN PRIEM
07/10/2013	07/11/2013	WESTSIDE EQUIPMENT COMPAN	\$928.78	STEVEN PRIEM
07/11/2013	07/12/2013	POMPS TIRE SERVICE, INC	\$454.75	STEVEN PRIEM
07/11/2013	07/12/2013	FACTORY MTR PTS #1	\$282.91	STEVEN PRIEM
07/11/2013	07/12/2013	FACTORY MTR PTS #1	\$156.77	STEVEN PRIEM
07/11/2013	07/12/2013	FACTORY MTR PTS #1	\$168.31	STEVEN PRIEM
07/11/2013	07/12/2013	OREILLY AUTO 00020743	\$4.94	STEVEN PRIEM
07/11/2013	07/12/2013	AUTO PLUS NO ST PAUL 392	\$153.91	STEVEN PRIEM
06/28/2013	07/01/2013	PMT*SIMPLEXSTORE	\$324.43	KELLY PRINS
06/28/2013	07/01/2013	CONTINENTAL RESEARCH COR	\$234.06	KELLY PRINS
06/29/2013	07/01/2013	WW GRAINGER	\$106.95	KELLY PRINS
07/01/2013	07/03/2013	THE HOME DEPOT 2801	\$74.30	KELLY PRINS
07/02/2013	07/04/2013	HAFELE AMERICA CO	\$381.95	KELLY PRINS
07/03/2013	07/04/2013	OVERHEAD DOOR COMP	\$139.95	KELLY PRINS
07/05/2013	07/08/2013	THE HOME DEPOT 2801	\$45.98	KELLY PRINS
07/08/2013	07/10/2013	HAFELE AMERICA CO	\$28.92	KELLY PRINS
07/09/2013	07/10/2013	PERSONNEL DECISIONS INT'L	\$2,142.51	TERRIE RAMEAUX
07/09/2013	07/11/2013	MINNESOTA OCCUPATIONAL HE	\$892.00	TERRIE RAMEAUX

07/02/2013	07/03/2013	DALCO ENTERPRISES, INC	\$869.83	MICHAEL REILLY
07/02/2013	07/03/2013	HILLYARD INC MINNEAPOLIS	\$746.11	MICHAEL REILLY
07/01/2013	07/03/2013	SCW FITNESS EDUCATION	\$270.00	LORI RESENDIZ
06/28/2013	07/01/2013	CUB FOODS #1599	\$9.09	AUDRA ROBBINS
07/01/2013	07/02/2013	WWW COMMED ISD622 ORG	\$838.50	AUDRA ROBBINS
07/03/2013	07/04/2013	CTY OF EAGAN-FIN/PKS/REC	\$225.00	AUDRA ROBBINS
07/03/2013	07/04/2013	TARGET 00011858	\$26.76	AUDRA ROBBINS
07/08/2013	07/09/2013	GRAND SLAM SPORTS	\$100.00	AUDRA ROBBINS
07/08/2013	07/10/2013	INT*PUMP IT UP - EDEN PRA	\$314.68	AUDRA ROBBINS
07/09/2013	07/10/2013	FGA*BLAINE - 20757	\$290.00	AUDRA ROBBINS
07/09/2013	07/10/2013	FGA*BLAINE - 20757	\$265.00	AUDRA ROBBINS
07/10/2013	07/10/2013	AMAZON.COM	\$24.63	AUDRA ROBBINS
07/10/2013	07/12/2013	SKY ZONE - OAKDALE	\$490.00	AUDRA ROBBINS
07/11/2013	07/12/2013	STEPPING STONE THEATRE	\$385.00	AUDRA ROBBINS
07/02/2013	07/03/2013	TMOBILE*FDP PAYMENT	\$32.58	DEB SCHMIDT
07/09/2013	07/10/2013	LILLIE SUBURBAN NEWSPAPE	\$1,758.00	DEB SCHMIDT
07/02/2013	07/04/2013	USA MOBILITY WIRELE	\$16.07	SCOTT SCHULTZ
07/02/2013	07/04/2013	WM EZPAY	\$3,153.79	SCOTT SCHULTZ
07/06/2013	07/08/2013	G&K SERVICES 182	\$1,362.72	SCOTT SCHULTZ
06/28/2013	07/01/2013	A-1 LAUNDRY	\$69.63	CAITLIN SHERRILL
07/01/2013	07/02/2013	RAINBOW FOODS 00088617	\$8.00	CAITLIN SHERRILL
07/02/2013	07/04/2013	ONCE UPON A CHILD - WOODB	\$71.06	CAITLIN SHERRILL
07/09/2013	07/10/2013	AMAZON MKTPLACE PMTS	\$399.03	CAITLIN SHERRILL
07/10/2013	07/11/2013	CUB FOODS #1599	\$126.22	CAITLIN SHERRILL
07/10/2013	07/11/2013	BAKERS-SQUARE-REST #0670	\$111.90	CAITLIN SHERRILL
07/10/2013	07/12/2013	JOANN ETC #1970	\$29.40	CAITLIN SHERRILL
06/28/2013	07/01/2013	SPRINT CORPORATE SECURITY	\$60.00	MICHAEL SHORTREED
06/27/2013	07/01/2013	UNIFORMS UNLIMITED INC.	\$126.16	THOMAS SZCZEPANSKI
07/01/2013	07/02/2013	FASTSIGNS OF MAPLEWOOD	\$804.73	JAMES TAYLOR
07/03/2013	07/04/2013	FASTSIGNS OF MAPLEWOOD	\$214.17	JAMES TAYLOR
06/27/2013	07/01/2013	AMERICAN PUBLIC WORKS	\$450.00	MICHAEL THOMPSON
06/29/2013	07/01/2013	HILTON HOTELS ADV RESV	\$203.70	MICHAEL THOMPSON
07/09/2013	07/11/2013	PLAZA SEVEN	\$12.00	MICHAEL THOMPSON
06/29/2013	07/01/2013	WAL-MART #1861	\$202.09	JOSEPH TRAN
07/04/2013	07/05/2013	TARGET 00021352	(\$3.00)	JOSEPH TRAN
07/04/2013	07/05/2013	TARGET 00021352	\$22.98	JOSEPH TRAN
07/04/2013	07/08/2013	OFFICE DEPOT #1090	\$5.35	KAREN WACHAL
07/05/2013	07/08/2013	OFFICE DEPOT #1090	\$44.31	KAREN WACHAL
07/05/2013	07/08/2013	OFFICE DEPOT #1079	\$6.42	KAREN WACHAL
07/01/2013	07/02/2013	GREEN STUFF OUTDOOR SE	\$96.14	SUSAN ZWIEG

\$60,210.69

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>
	07/19/13	CARDINAL, ROBERT	435.16
	07/19/13	CAVE, REBECCA	435.16
	07/19/13	JUENEMANN, KATHLEEN	435.16
	07/19/13	KOPPEN, MARVIN	435.16
	07/19/13	ROSSBACH, WILLIAM	494.44
	07/19/13	STRAUTMANIS, MARIS	64.00
	07/19/13	VALLE, EDWARD	50.00
	07/19/13	AHL, R. CHARLES	5,459.42
	07/19/13	BURLINGAME, SARAH	2,200.50
	07/19/13	KANTRUD, HUGH	184.62
	07/19/13	CHRISTENSON, SCOTT	2,270.75
	07/19/13	FARR, LARRY	3,287.48
	07/19/13	JAHN, DAVID	2,263.63
	07/19/13	METRY, THOMAS	733.00
	07/19/13	RAMEAUX, THERESE	3,130.54
	07/19/13	BAUMAN, GAYLE	4,602.02
	07/19/13	ANDERSON, CAROLE	1,213.76
	07/19/13	DEBILZAN, JUDY	1,385.92
	07/19/13	JACKSON, MARY	2,176.91
	07/19/13	KELSEY, CONNIE	2,653.11
	07/19/13	RUEB, JOSEPH	2,829.00
	07/19/13	SINDT, ANDREA	2,240.20
	07/19/13	ARNOLD, AJLA	1,587.93
	07/19/13	BEGGS, REGAN	1,608.99
	07/19/13	GUILFOILE, KAREN	4,452.98
	07/19/13	SCHMIDT, DEBORAH	3,096.67
	07/19/13	SPANGLER, EDNA	1,640.75
	07/19/13	LARSON, MICHELLE	1,910.59
	07/19/13	MECHELKE, SHERRIE	1,203.41
	07/19/13	MOY, PAMELA	1,699.11
	07/19/13	OSTER, ANDREA	1,953.51
	07/19/13	RICHTER, CHARLENE	1,094.03
	07/19/13	SCHOENECKER, LEIGH	1,687.39
	07/19/13	VITT, SANDRA	1,198.43
	07/19/13	WEAVER, KRISTINE	2,412.19
	07/19/13	CARLE, JEANETTE	72.00
	07/19/13	JAGOE, CAROL	72.00
	07/19/13	CORCORAN, THERESA	1,954.59
	07/19/13	KVAM, DAVID	4,734.32
	07/19/13	PALANK, MARY	1,959.20
	07/19/13	POWELL, PHILIP	2,999.29
	07/19/13	SVENDSEN, JOANNE	2,152.62
	07/19/13	THOMFORDE, FAITH	1,608.99

07/19/13	ABEL, CLINT	3,236.81
07/19/13	ALDRIDGE, MARK	3,716.49
07/19/13	BAKKE, LONN	3,339.94
07/19/13	BARTZ, PAUL	4,008.00
07/19/13	BELDE, STANLEY	3,391.66
07/19/13	BENJAMIN, MARKESE	3,197.44
07/19/13	BIERDEMAN, BRIAN	4,557.51
07/19/13	BUSACK, DANIEL	3,850.21
07/19/13	CARNES, JOHN	2,376.02
07/19/13	CROTTY, KERRY	3,684.01
07/19/13	DEMULLING, JOSEPH	3,219.78
07/19/13	DOBLAR, RICHARD	4,095.31
07/19/13	DUGAS, MICHAEL	4,648.12
07/19/13	ERICKSON, VIRGINIA	3,253.95
07/19/13	FORSYTHE, MARCUS	2,512.78
07/19/13	FRITZE, DEREK	3,782.74
07/19/13	GABRIEL, ANTHONY	3,435.97
07/19/13	HAWKINSON JR, TIMOTHY	2,913.76
07/19/13	HER, PHENG	3,303.82
07/19/13	HIEBERT, STEVEN	3,542.22
07/19/13	JOHNSON, KEVIN	4,469.44
07/19/13	KALKA, THOMAS	963.29
07/19/13	KONG, TOMMY	3,007.30
07/19/13	KREKELER, NICHOLAS	919.61
07/19/13	KROLL, BRETT	3,123.84
07/19/13	LANGNER, SCOTT	3,165.98
07/19/13	LANGNER, TODD	3,051.29
07/19/13	LU, JOHNNIE	3,358.42
07/19/13	LYNCH, KATHERINE	2,897.49
07/19/13	MARINO, JASON	3,576.46
07/19/13	MARTIN, JERROLD	4,016.01
07/19/13	MCCARTY, GLEN	3,394.95
07/19/13	METRY, ALESIA	3,340.83
07/19/13	NYE, MICHAEL	3,416.66
07/19/13	OLSON, JULIE	3,007.30
07/19/13	PARKER, JAMES	2,512.78
07/19/13	REZNY, BRADLEY	4,213.38
07/19/13	RHUDE, MATTHEW	2,947.13
07/19/13	SHORTREED, MICHAEL	4,183.06
07/19/13	STEINER, JOSEPH	4,137.13
07/19/13	SYPNIEWSKI, WILLIAM	3,128.18
07/19/13	TAUZELL, BRIAN	2,887.16
07/19/13	THEISEN, PAUL	3,168.66
07/19/13	THIENES, PAUL	4,833.29
07/19/13	TRAN, JOSEPH	3,111.27
07/19/13	WENZEL, JAY	3,386.14
07/19/13	XIONG, KAO	2,947.13
07/19/13	ANDERSON, BRIAN	125.46
07/19/13	BAHL, DAVID	192.78
07/19/13	BASSETT, BRENT	452.88
07/19/13	BAUMAN, ANDREW	3,142.40
07/19/13	BOURQUIN, RON	889.44

07/19/13	CAPISTRANT, JACOB	122.40
07/19/13	CAPISTRANT, JOHN	888.93
07/19/13	CONCHA, DANIEL	354.96
07/19/13	COREY, ROBERT	250.92
07/19/13	DABRUZZI, THOMAS	2,736.63
07/19/13	DAWSON, RICHARD	3,802.42
07/19/13	EATON, PAUL	874.80
07/19/13	EVERSON, PAUL	3,419.46
07/19/13	FASULO, WALTER	477.38
07/19/13	HAGEN, MICHAEL	1,150.56
07/19/13	HALE, JOSEPH	285.60
07/19/13	HALWEG, JODI	3,064.32
07/19/13	HAWTHORNE, ROCHELLE	2,749.10
07/19/13	HUTCHINSON, JAMES	697.44
07/19/13	IMM, TRACY	542.46
07/19/13	JANSEN, CHAD	55.08
07/19/13	JONES, JONATHAN	146.88
07/19/13	JUREK, GREGORY	3,421.35
07/19/13	KANE, ROBERT	671.16
07/19/13	KARRAS, JAMIE	440.64
07/19/13	KELLOGG, JOHNATHAN	146.88
07/19/13	KONDER, RONALD	605.64
07/19/13	KUBAT, ERIC	3,056.31
07/19/13	LINDER, TIMOTHY	3,363.63
07/19/13	LOCHEN, MICHAEL	448.80
07/19/13	MILLER, LADD	958.05
07/19/13	MILLER, NICHOLAS	712.98
07/19/13	MONDOR, MICHAEL	3,500.59
07/19/13	MONSON, PETER	489.60
07/19/13	NEILY, STEVEN	318.24
07/19/13	NOVAK, JEROME	3,064.32
07/19/13	NOWICKI, PAUL	104.04
07/19/13	OLSON, JAMES	3,555.02
07/19/13	OPHEIM, JOHN	583.20
07/19/13	PACHECO, ALPHONSE	538.56
07/19/13	PARROW, JOSHUA	587.52
07/19/13	PETERSON, MARK	249.90
07/19/13	PETERSON, ROBERT	3,322.95
07/19/13	POWERS, KENNETH	146.88
07/19/13	RAINEY, JAMES	740.28
07/19/13	RANK, NATHAN	734.40
07/19/13	RANK, PAUL	1,101.36
07/19/13	RICE, CHRISTOPHER	264.76
07/19/13	RIEKEN, NICHOLAS	201.96
07/19/13	RODRIGUEZ, ROBERTO	455.94
07/19/13	SCHULTZ, JEROME	195.84
07/19/13	SEDLACEK, JEFFREY	3,179.00
07/19/13	STREFF, MICHAEL	3,459.87
07/19/13	SVENDSEN, RONALD	3,548.77
07/19/13	WHITE, JOEL	55.08
07/19/13	GERVAIS-JR, CLARENCE	4,075.48
07/19/13	LUKIN, STEVEN	4,721.04

07/19/13	ZWIEG, SUSAN	1,745.47
07/19/13	CORTESI, LUANNE	1,499.16
07/19/13	KNUTSON, LOIS	2,223.39
07/19/13	BRINK, TROY	2,432.19
07/19/13	BUCKLEY, BRENT	2,170.39
07/19/13	DEBILZAN, THOMAS	2,197.79
07/19/13	EDGE, DOUGLAS	2,185.40
07/19/13	JONES, DONALD	2,197.79
07/19/13	MEISSNER, BRENT	2,114.59
07/19/13	NAGEL, BRYAN	3,630.80
07/19/13	OSWALD, ERICK	2,471.56
07/19/13	RUIZ, RICARDO	1,652.19
07/19/13	RUNNING, ROBERT	2,412.19
07/19/13	TEVLIN, TODD	2,197.79
07/19/13	BURLINGAME, NATHAN	2,172.00
07/19/13	DUCHARME, JOHN	2,804.00
07/19/13	ENGSTROM, ANDREW	2,965.05
07/19/13	HANSON, TODD	828.45
07/19/13	JAROSCH, JONATHAN	2,995.39
07/19/13	KREGER, JASON	3,363.58
07/19/13	LINDBLOM, RANDAL	2,806.31
07/19/13	LOVE, STEVEN	3,665.83
07/19/13	THOMPSON, MICHAEL	4,531.66
07/19/13	ZIEMAN, SCOTT	1,016.00
07/19/13	JANASZAK, MEGHAN	1,608.99
07/19/13	KONEWKO, DUWAYNE	4,512.71
07/19/13	BUTTWEILER, TYLER	798.00
07/19/13	GUNDERSON, THOMAS	834.00
07/19/13	HAMRE, MILES	1,616.80
07/19/13	HAYS, TAMARA	1,652.19
07/19/13	HINNENKAMP, GARY	2,496.75
07/19/13	NAUGHTON, JOHN	2,318.30
07/19/13	NORDQUIST, RICHARD	2,320.60
07/19/13	PURVES, JUSTIN	1,579.39
07/19/13	RANWEILER, GABRIEL	672.00
07/19/13	BIESANZ, OAKLEY	1,484.77
07/19/13	DEAVER, CHARLES	252.63
07/19/13	GERNES, CAROLE	620.50
07/19/13	HAYMAN, JANET	1,426.93
07/19/13	HUTCHINSON, ANN	2,709.28
07/19/13	SANDERS, MARA	177.60
07/19/13	SOUTTER, CHRISTINE	769.25
07/19/13	WACHAL, KAREN	913.38
07/19/13	GAYNOR, VIRGINIA	3,120.26
07/19/13	KROLL, LISA	1,974.59
07/19/13	THOMPSON, DEBRA	661.36
07/19/13	YOUNG, TAMELA	2,104.20
07/19/13	EKSTRAND, THOMAS	3,906.16
07/19/13	FINWALL, SHANN	3,489.47
07/19/13	MARTIN, MICHAEL	2,826.59
07/19/13	BRASH, JASON	2,569.79
07/19/13	CARVER, NICHOLAS	3,317.22

07/19/13	FISHER, DAVID	4,272.90
07/19/13	SWAN, DAVID	2,829.79
07/19/13	WELLENS, MOLLY	1,836.26
07/19/13	ACEITUNO, FELIPE	14.00
07/19/13	BJORK, BRANDON	1,008.00
07/19/13	BRENEMAN, NEIL	2,318.58
07/19/13	COLE, BENJAMIN	352.00
07/19/13	LARSON, KATELYN	432.00
07/19/13	LARSON, TRISTA	580.50
07/19/13	MALLET, AMANDA	686.81
07/19/13	PROHOFSKY, SARAH	128.00
07/19/13	ROBBINS, AUDRA	3,242.05
07/19/13	ROBBINS, CAMDEN	47.50
07/19/13	SHERWOOD, CHRISTIAN	313.50
07/19/13	TAYLOR, JAMES	2,941.39
07/19/13	VUKICH, CANDACE	238.00
07/19/13	ADAMS, DAVID	2,027.16
07/19/13	HAAG, MARK	2,972.58
07/19/13	ORE, JORDAN	1,936.07
07/19/13	SCHULTZ, SCOTT	3,418.81
07/19/13	WILBER, JEFFREY	1,579.39
07/19/13	AKEY, SHELLEY	165.77
07/19/13	BERNARDY, CHRISTINE	2,504.43
07/19/13	CRAWFORD - JR, RAYMOND	599.68
07/19/13	EVANS, CHRISTINE	1,455.26
07/19/13	GLASS, JEAN	2,173.21
07/19/13	HER, PETER	181.10
07/19/13	HOFMEISTER, MARY	1,154.54
07/19/13	HOFMEISTER, TIMOTHY	404.02
07/19/13	KELLEY, CAITLIN	872.58
07/19/13	KULHANEK-DIONNE, ANN	419.00
07/19/13	MUSKAT, JULIE	91.00
07/19/13	PELOQUIN, PENNYE	618.43
07/19/13	VANG, TIM	461.00
07/19/13	VUE, LOR PAO	247.56
07/19/13	AICHELE, MEGAN	92.50
07/19/13	ANDERSON, JOSHUA	375.00
07/19/13	BAETZOLD, SETH	141.26
07/19/13	BAUDE, SARAH	115.64
07/19/13	BESTER, MICHAEL	103.50
07/19/13	BRUSOE, AMY	525.37
07/19/13	BUCKLEY, BRITTANY	542.75
07/19/13	BUTLER, ANGELA	67.50
07/19/13	CRANDALL, KRISTA	530.50
07/19/13	DRECHSEL, HEIDI	27.48
07/19/13	DUNN, RYAN	1,137.67
07/19/13	EHLE, DANIEL	124.95
07/19/13	ERICKSON-CLARK, CAROL	18.56
07/19/13	ERICSON, RACHEL	34.88
07/19/13	FLORES, LUIS	34.00
07/19/13	FONTAINE, KIM	468.50
07/19/13	FOX, KELLY	30.00

07/19/13	FRAMPTON, SAMANTHA	143.00
07/19/13	GADOW, VERONIKA	435.89
07/19/13	GIEL, NICOLE	129.94
07/19/13	GRAY, MEGAN	507.65
07/19/13	GRUENHAGEN, LINDA	419.10
07/19/13	HAGSTROM, EMILY	15.08
07/19/13	HASSAN, KIANA	283.78
07/19/13	HEINRICH, SHEILA	280.70
07/19/13	HOLMBERG, LADONNA	179.07
07/19/13	HORWATH, RONALD	2,800.97
07/19/13	HUNTLEY, NATALIE	94.50
07/19/13	JOHNSON, BARBARA	386.35
07/19/13	JOYER, ANTHONY	81.60
07/19/13	KOHLER, ROCHELLE	37.00
07/19/13	KOZDROJ, GABRIELLA	25.00
07/19/13	LAMEYER, BRENT	192.13
07/19/13	LAMEYER, ZACHARY	562.83
07/19/13	LAMSON, ELIANA	13.50
07/19/13	MCCOMAS, LEAH	164.50
07/19/13	MEDD, KELLY	19.50
07/19/13	NADEAU, KELLY	46.50
07/19/13	NADEAU, TAYLOR	96.58
07/19/13	NITZ, CARA	164.50
07/19/13	NORTHOUSE, KATHERINE	277.10
07/19/13	POVLITZKI, MARINA	19.00
07/19/13	PROESCH, ANDY	1,183.38
07/19/13	RANEY, COURTNEY	799.25
07/19/13	RESENDIZ, LORI	2,425.96
07/19/13	RICHTER, DANIEL	113.40
07/19/13	ROLLERSON, TERRANCE	30.00
07/19/13	SCHREIER, ROSEMARIE	304.50
07/19/13	SCHREINER, MARK	146.00
07/19/13	SCHUNEMAN, GREGORY	136.18
07/19/13	SMITH, ANN	176.40
07/19/13	SMITH, CASEY	293.64
07/19/13	SMITH, JEROME	92.00
07/19/13	SMITLEY, SHARON	259.02
07/19/13	SYME, ABBEY	279.75
07/19/13	SYME, LAUREN	155.67
07/19/13	TREPANIER, TODD	57.50
07/19/13	TRUE, ANDREW	400.18
07/19/13	TUPY, MARCUS	47.50
07/19/13	WARNER, CAROLYN	125.40
07/19/13	WEINHAGEN, SHELBY	80.00
07/19/13	YUNKER, JOSEPH	53.00
07/19/13	BOSLEY, CAROL	72.00
07/19/13	HITE, ANDREA	71.50
07/19/13	LANGER, CHELSEA	80.75
07/19/13	LANGER, KAYLYN	112.63
07/19/13	BORCHERT, JONATHAN	263.50
07/19/13	CRAWFORD, SHAWN	480.00
07/19/13	DOUGLASS, TOM	3,027.84

	07/19/13	DYER, KATELYN	85.00
	07/19/13	MAIDMENT, COLIN	242.26
	07/19/13	MALONEY, SHAUNA	231.63
	07/19/13	PRINS, KELLY	2,108.91
	07/19/13	REILLY, MICHAEL	1,981.79
	07/19/13	SINDT, DARIEN	106.25
	07/19/13	SPEARS, SHYTIANA	212.50
	07/19/13	THOMPSON, BENJAMIN	391.00
	07/19/13	COUNTRYMAN, BRENDA	992.00
	07/19/13	SWANSON, CHRIS	1,564.19
	07/19/13	AICHELE, CRAIG	2,255.31
	07/19/13	PRIEM, STEVEN	2,472.89
	07/19/13	WOEHRLE, MATTHEW	2,309.05
	07/19/13	BERGO, CHAD	2,768.75
	07/19/13	FOWLDS, MYCHAL	3,911.11
	07/19/13	FRANZEN, NICHOLAS	2,817.49
9989436	07/19/13	CHRISTOPHER, KYLE	184.00
9989437	07/19/13	BAUDE, JANE	36.50
9989438	07/19/13	O'BRIEN, ELIZABETH	83.31
9989439	07/19/13	SCHREIER, ABIGAIL	186.41
9989440	07/19/13	SCHREIER, ZACHARY	333.75
9989441	07/19/13	SCOTT, HALEY	118.25
9989442	07/19/13	SKUNES, KELLY	705.00
9989443	07/19/13	WALES, ABIGAIL	380.25
9989444	07/19/13	RANGEL, SAMANTHA	96.00
9989445	07/19/13	CUSICK, JESSICA	248.63
9989446	07/19/13	STEFFEN, MICHAEL	102.00
			522,224.55

**Check Register
City of Maplewood**

07/26/2013

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
90375	07/30/2013	04572	ETTEL & FRANZ	ROOF REPAIRS AT PUBLIC WORKS	4,423.00
90376	07/30/2013	04206	H A KANTRUD	ATTORNEY SRVS FEES/RENT - AUG	15,433.33
90377	07/30/2013	00985	METROPOLITAN COUNCIL	WASTEWATER - AUGUST	217,290.63
90378	07/26/2013	00338	CRABTREE COMPANIES INC.	SUPPORT CONTRACT FOR LASERFICHE	4,991.71
90379	07/26/2013	04104	TRANE U.S. INC.	FINAL PMT EQUIP UPGRADE PROJ	43,295.93
90380	07/30/2013	00064	MARK ALDRIDGE	SECURITY OFFICER FOR MCC JULY 20	245.00
90381	07/30/2013	02324	APPLIED ECOLOGICAL SERVICES	SPOT HERBICIDE TREATMENT	327.37
90382	07/30/2013	03437	ARTHUR J GALLAGHER RISK	INSURANCE AGENT FEE 13-14	12,000.00
90383	07/30/2013	04047	ASHLAND PRODUCTIONS	ASHLAND SOUND SUPPORT - JUNE	454.00
90384	07/30/2013	05234	BOLER EXPRESS CAR WASH	SQUAD CAR WASHES 6/17 - 7/5	67.55
90385	07/30/2013	05181	DERAU CONSTRUCTION	POLICE DEPT EXPANSION PROJ	12,696.75
90386	07/30/2013	01906	DAVID EDSON	REIMB OF MEDICAL PREMIUM - PREPAID	1,216.22
90387	07/30/2013	00827	L M C I T	INS QTR PREMIUM JUL-SEPT 2013	44,257.00
	07/30/2013	00827	L M C I T	VOLUNTEER ACCIDENT PLAN 7/13-7/14	1,450.00
	07/30/2013	00827	L M C I T	CLAIM DEDUCTIBLE C0019536	40.00
90388	07/30/2013	00993	MID-AMERICA BUSINESS SYSTEMS	SCANNING OF HOUSE FILES - CYCLE 11	4,552.78
90389	07/30/2013	01103	MOODY'S INVESTORS SERVICE	BOND RATING FEE 2013A	12,500.00
90390	07/30/2013	01175	CITY OF NORTH ST PAUL	MONTHLY UTILITIES - JUNE	3,436.44
	07/30/2013	01175	CITY OF NORTH ST PAUL	FIBER OPTIC ACCESS CHG - JULY	1,068.75
90391	07/30/2013	00001	ONE TIME VENDOR	REFUND J BLAKSTAD - TRANS MEDIC	1,789.26
90392	07/30/2013	00001	ONE TIME VENDOR	REFUND V WILLIAMS AMB- MED ASSIST	644.11
90393	07/30/2013	00001	ONE TIME VENDOR	REFUND R WASILUK FOR TRANS MEDIC	293.77
90394	07/30/2013	00001	ONE TIME VENDOR	REFUND B KIESER - TREE REBATE	192.32
90395	07/30/2013	00001	ONE TIME VENDOR	REFUND L HAMMONDS - TREE REBATE	100.00
90396	07/30/2013	00001	ONE TIME VENDOR	REFUND RAILROAD MC - TRANS MEDIC	37.24
90397	07/30/2013	00001	ONE TIME VENDOR	REFUND D NELSON - TREE REBATE	13.38
90398	07/30/2013	00396	MN DEPT OF PUBLIC SAFETY	SRVS (CJDN) PROVIDED TO PD-2ND QTR	1,920.00
90399	07/30/2013	01418	SAM'S CLUB DIRECT	DAY CAMP SUPPLIES	283.26
	07/30/2013	01418	SAM'S CLUB DIRECT	VENDING MACHINE SUPPLIES	100.74
	07/30/2013	01418	SAM'S CLUB DIRECT	CAKE/NUTS - ANTONEN'S RETIREMENT	87.24
	07/30/2013	01418	SAM'S CLUB DIRECT	CANDY FOR RAMSEY CO PARADE 7/10	74.82
	07/30/2013	01418	SAM'S CLUB DIRECT	CAKE/SUPPLIES ANTONEN'S RETIRE	50.41
	07/30/2013	01418	SAM'S CLUB DIRECT	LOGO ENLARGEMENT-ANTONEN RETIRE	1.03
90400	07/30/2013	03879	SANSIO	EMS FEES - AUG	738.67
90401	07/30/2013	03598	PAUL THEISEN	REIMB FOR UNIFORM-SOCKS 5/22	39.98
90402	07/30/2013	03682	USA INFLATABLES	ADD'L - INFLATABLES FOR JULY 4TH	158.17
				386,270.86	

28 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>
7/22/2013	MN State Treasurer	Drivers License/Deputy Registrar	57,637.98
7/22/2013	Pitney Bowes	Postage	2,985.00
7/22/2013	U.S. Treasurer	Federal Payroll Tax	101,380.71
7/22/2013	P.E.R.A.	P.E.R.A.	89,772.00
7/23/2013	MN State Treasurer	Drivers License/Deputy Registrar	19,444.46
7/23/2013	MN Dept of Revenue	Fuel Tax	383.61
7/23/2013	MidAmerica - ING	HRA Flex plan	14,114.22
7/23/2013	Labor Unions	Union Dues	3,591.63
7/23/2013	MN State Treasurer	State Payroll Tax	20,724.88
7/24/2013	MN State Treasurer	Drivers License/Deputy Registrar	43,773.77
7/25/2013	MN State Treasurer	Drivers License/Deputy Registrar	17,507.72
7/26/2013	MN State Treasurer	Drivers License/Deputy Registrar	58,555.87
7/26/2013	MN Dept of Natural Resources	DNR electronic licenses	663.50
7/26/2013	Optum Health	DCRP & Flex plan payments	2,174.23
7/26/2013	IRS	Patient-Centered Outcome Research Fee	183.50
			<u><u>432,893.08</u></u>

**Check Register
City of Maplewood**

08/02/2013

Check	Date	Vendor	Description	Amount	
90403	07/26/2013	02464	US BANK	FUNDS FOR ATMS	10,000.00
90404	08/06/2013	00111	ANIMAL CONTROL SERVICES	PATROL HOURS 7/15 - 7/27	1,400.00
90405	08/06/2013	00526	FOREST LAKE CONTRACTING INC	PROJ 09-08 HWY 36/ENGLISH PMT#7	1,432,889.66
90406	08/06/2013	04944	HILLCREST VENTURES LLC	ADD'L SUBWAY ORDERS FEB/MARCH	955.46
90407	08/06/2013	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 09-08 PROF SRVS THRU 06/30	15,115.57
	08/06/2013	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 04-21 PROF SRVS THRU 06/30	6,569.34
	08/06/2013	02728	KIMLEY-HORN & ASSOCIATES INC	PROF SRVS THRU 6/30	3,467.52
90408	08/06/2013	04316	CITY OF MINNEAPOLIS RECEIVABLES	AUTO PAWN SYSTEM - JUNE	765.00
90409	08/06/2013	01085	MN LIFE INSURANCE	MONTHLY PREMIUM - AUGUST	2,965.15
90410	08/06/2013	02105	MN TRANSPORTATION ALLIANCE	MEMBERSHIP FEE	1,070.00
90411	08/06/2013	01337	RAMSEY COUNTY-PROP REC & REV	RECORDING FEES	46.00
	08/06/2013	01337	RAMSEY COUNTY-PROP REC & REV	RECORDING FEES	46.00
	08/06/2013	01337	RAMSEY COUNTY-PROP REC & REV	RECORDING FEES	46.00
90412	08/06/2013	01409	S E H	PROJ 09-09 CONSULTANT SERVICES	32,106.38
	08/06/2013	01409	S E H	PROJ 11-19 CONSULTANT SERVICES	22,739.82
	08/06/2013	01409	S E H	PROJ 09-08 CONSULTANT SERVICES	3,027.89
	08/06/2013	01409	S E H	CONSULTANT SERVICES	398.71
	08/06/2013	01409	S E H	CONSULTANT SERVCIES	103.78
90413	08/06/2013	01497	SPRINGSTED INC	2013A BOND ISSUANCE COSTS	33,561.79
90414	08/06/2013	02274	SPRINT	SPRINT SRVS 06/15 - 07/14	6,669.78
90415	08/06/2013	01574	T A SCHIFSKY & SONS, INC	BITUMINOUS PURCHASES-	2,364.74
	08/06/2013	01574	T A SCHIFSKY & SONS, INC	RECYCLE BASE - LYDIA MH AJD	623.01
	08/06/2013	01574	T A SCHIFSKY & SONS, INC	BITUMINOUS PURCHASES-	603.68
90416	08/06/2013	04252	TOWMASTER TRUCK EQUIP. INC.	090 - MODEL ALUMINUM FLATBED TRUCK BC	14,702.79
90417	08/06/2013	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	23,571.05
	08/06/2013	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	131.55
90418	08/06/2013	01798	YOCUM OIL CO.	CONTRACT DIESEL FUEL - JULY	9,647.21
90419	08/06/2013	05026	ADVANTAGE SPORTS LLC	TENNIS INSTRUCTION SESSION II	924.00
90420	08/06/2013	03890	APPLE GLASS	REPLACEMENT GLASS #730 TOOL CAT	223.95
90421	08/06/2013	00120	AQUA LOGIC INC	POOL CHEMICALS	1,950.00
	08/06/2013	00120	AQUA LOGIC INC	POOL CHEMICALS	986.46
	08/06/2013	00120	AQUA LOGIC INC	POOL CHEMICALS	749.19
	08/06/2013	00120	AQUA LOGIC INC	POOL CHEMICALS	269.59
	08/06/2013	00120	AQUA LOGIC INC	POOL CHEMICALS	71.67
90422	08/06/2013	04467	ARDEN TITLE, LLC	POSTAGE FOR ABSTRACT OF TITLE	5.25
90423	08/06/2013	05237	BLACKSTONE CONTRACTORS, LLC	RETAINING WALL - FROST & E SHORE	5,733.19
90424	08/06/2013	00272	NICHOLAS CARVER	REIMB FOR MILEAGE 7/24 - 7/26	218.09
90425	08/06/2013	02585	CENTRAL INTERNAL MEDICINE	OFFICER CARDIAC STRESS TEST	170.00
90426	08/06/2013	04345	DAHLEN, DWYER & FOLEY INC.	APPRAISAL FEE	1,500.00
90427	08/06/2013	05236	JOSEPH DALY	ARBITRATOR FEES FOR ARBITRATION	3,121.48
90428	08/06/2013	00472	MICHAEL A ERICSON	CONSULTING FEES 7/15 - 7/26	1,250.00
90429	08/06/2013	05218	EVERETT & VANDERWIEL, P.L.L.P.	CONSULTANT FEES FOR ARBITRATION	3,150.00
90430	08/06/2013	02071	DAVID FISHER	REIMB FOR MILEAGE 7/24 - 7/26	183.06
90431	08/06/2013	00487	FRATTALONE COMPANIES INC.	PROJ 09-09 TRAINING CTR PMT#3	32,746.50
90432	08/06/2013	02929	GLTC PREMIUM PAYMENTS	LTC MONTHLY PREMIUM - AUGUST	366.84
90433	08/06/2013	00644	HEALTHPARTNERS	MONTHLY PREMIUM - AUGUST	12,199.18
90434	08/06/2013	02995	INTEGRATED LOSS CONTROL INC	SAFETY TRAINING	525.00
90435	08/06/2013	00942	MARSDEN BLDG MAINTENANCE CO	JANITORIAL SERVICES - JULY	6,578.16
90436	08/06/2013	03818	MEDICA	MONTHLY PREMIUM - AUGUST	152,381.31
90437	08/06/2013	01126	NCPERS MINNESOTA	MONTHLY PREMIUM - AUGUST	512.00
90438	08/06/2013	05217	ODYSSEY COURT REPORTING, INC.	COURT REPORTING IN ARBITRATION	1,880.00
90439	08/06/2013	00001	ONE TIME VENDOR	REFUND G LINDELL VOLLEYBALL CLINIC	55.00
90440	08/06/2013	00001	ONE TIME VENDOR	REFUND J MUDGE BCBS BENEFIT	40.00
90441	08/06/2013	05103	PERFORMANCE PLUS LLC	NEW HIRE MASK FIT TESTING	120.00
90442	08/06/2013	01283	POST BOARD	POLICE OFFICER LICENSE	180.00

90443	08/06/2013	02008	RAMSEY COUNTY PUBLIC WORKS	SRVS EMERGENCY VEHICLE PRE-EMTION	290.90
90444	08/06/2013	01397	RYAN PLUMBING & HEATING CO.	RP2 TESTS/ INSPECTIONS- 3 LOCATIONS	975.00
90445	08/06/2013	01455	MICHAEL SHORTREED	SECURITY OFICER FOR MCC JULY 27	245.00
90446	08/06/2013	00006	SILVER SNEAKERS	REFUND C LAMPRECHT BCBS BENEFIT	120.00
90447	08/06/2013	00006	SILVER SNEAKERS	REFUND W PRIEFER MEMBERSHIP	66.08
90448	08/06/2013	00198	ST PAUL REGIONAL WATER SRVS	WATER UTILITY	2,943.57
	08/06/2013	00198	ST PAUL REGIONAL WATER SRVS	WATER UTILITY	17.08
90449	08/06/2013	01550	SUMMIT INSPECTIONS	ELECTRICAL INSPECTIONS - JULY	3,400.00
90450	08/06/2013	05176	T-MOBILE USA	SERVICE ASSOCIATED CN#12-024028	200.00
90451	08/06/2013	00529	UNION SECURITY INSURANCE CO	LTD PLAN 4043120-2 - AUGUST	3,069.53
	08/06/2013	00529	UNION SECURITY INSURANCE CO	STD PLAN 4043120-1 - AUGUST	2,393.91
90452	08/06/2013	04357	UNIVERSAL HOSPITAL SRVS, INC.	BIOMEDICAL SERVICE	360.00
90453	08/06/2013	04179	VISUAL IMAGE PROMOTIONS	PROGRAM DISPLAY SIGN MCC - JUNE	325.00
90454	08/06/2013	05220	WEBER, INC.	PD EXPANSION PROJ PHASE 1A	55,847.76

1,923,931.63

52 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>
7/29/2013	MN State Treasurer	Drivers License/Deputy Registrar	51,049.23
7/30/2013	MN State Treasurer	Drivers License/Deputy Registrar	25,387.48
7/31/2013	US Bank	Bank fees	129.84
7/31/2013	MN State Treasurer	Drivers License/Deputy Registrar	81,542.22
8/1/2013	MN State Treasurer	Drivers License/Deputy Registrar	21,981.83
8/1/2013	US Bank Merchant Services	Credit Card Billing fee	2,161.67
8/1/2013	US Bank	Debt Service payments	2,623,155.05
8/2/2013	MN State Treasurer	Drivers License/Deputy Registrar	28,223.50
8/2/2013	MN Dept of Natural Resources	DNR electronic licenses	620.41
8/2/2013	US Bank VISA One Card*	Purchasing card items	44,304.17
8/2/2013	MN Dept of Revenue	Sales Tax	16,972.92
8/2/2013	Optum Health	DCRP & Flex plan payments	1,591.52
8/2/2013	ICMA (Vantagepointe)	Deferred Compensation	3,594.50
8/2/2013	ING - State Plan	Deferred Compensation	29,057.50
			2,929,771.84

*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
07/11/2013	07/15/2013	MINNESOTA GOVERNMENT F	\$15.00	GAYLE BAUMAN
07/19/2013	07/22/2013	OFFICE DEPOT #1090	\$71.52	REGAN BEGGS
07/20/2013	07/22/2013	OFFICE DEPOT #1090	\$28.47	REGAN BEGGS
07/22/2013	07/24/2013	OFFICE DEPOT #1090	\$32.78	REGAN BEGGS
07/23/2013	07/24/2013	GOPHER STAGE LIGHTING INC	\$68.29	CHRISTINE BERNARDY
07/23/2013	07/24/2013	GOPHER STAGE LIGHTING INC	\$21.38	CHRISTINE BERNARDY
07/13/2013	07/15/2013	MENARDS 3059	\$60.92	BRIAN BIERDEMAN
07/19/2013	07/22/2013	THE HOME DEPOT 2801	\$10.58	BRIAN BIERDEMAN
07/24/2013	07/25/2013	GRAND SLAM SPORTS	\$578.00	NEIL BRENEMAN
07/23/2013	07/24/2013	JOHN DEERE LANDSCAPES530	\$11.57	TROY BRINK
07/24/2013	07/26/2013	MINNESOTA PIPE & EQUIP	\$700.35	TROY BRINK
07/25/2013	07/26/2013	MOGREN LANDSCAPING	\$93.52	TROY BRINK
07/19/2013	07/22/2013	CURTIS 1000 INC.	\$385.09	SARAH BURLINGAME
07/11/2013	07/15/2013	HOLIDAY STNSTORE 0310	\$50.02	JOHN CAPISTRANT
07/25/2013	07/26/2013	MENARDS 3022	\$6.42	JOHN CAPISTRANT
07/11/2013	07/15/2013	THE HOME DEPOT 2801	\$11.72	SCOTT CHRISTENSON
07/12/2013	07/15/2013	THE HOME DEPOT 2801	\$13.87	SCOTT CHRISTENSON
07/15/2013	07/17/2013	THE HOME DEPOT 2801	\$46.02	SCOTT CHRISTENSON
07/16/2013	07/17/2013	HORIZON POOL SUPPLY	\$256.50	SCOTT CHRISTENSON
07/16/2013	07/18/2013	THE HOME DEPOT 2801	(\$28.41)	SCOTT CHRISTENSON
07/16/2013	07/18/2013	THE HOME DEPOT 2801	\$29.67	SCOTT CHRISTENSON
07/18/2013	07/19/2013	CENTURY COLLEGE-CE	\$390.00	SCOTT CHRISTENSON
07/19/2013	07/22/2013	THE HOME DEPOT 2801	\$62.44	SCOTT CHRISTENSON
07/22/2013	07/24/2013	THE HOME DEPOT 2801	\$30.74	SCOTT CHRISTENSON
07/17/2013	07/18/2013	DALCO ENTERPRISES, INC	\$82.68	CHARLES DEAVER
07/18/2013	07/19/2013	FRATTALLONES WOODBURY AC	\$25.76	CHARLES DEAVER
07/13/2013	07/15/2013	UNIFORMS UNLIMITED INC.	\$274.67	RICHARD DOBLAR
07/12/2013	07/15/2013	THE HOME DEPOT 2801	\$162.40	TOM DOUGLASS
07/17/2013	07/18/2013	TRI DIM FILTER CORP	\$88.07	TOM DOUGLASS
07/17/2013	07/19/2013	THE HOME DEPOT 2801	\$150.34	TOM DOUGLASS
07/18/2013	07/19/2013	LIFE FITNESS	\$57.97	TOM DOUGLASS
07/19/2013	07/22/2013	LIFE FITNESS	\$64.97	TOM DOUGLASS
07/25/2013	07/26/2013	TWIN CITY HARDWARE HADLEY	\$70.50	TOM DOUGLASS
07/25/2013	07/26/2013	HENRIKSEN ACE HARDWARE	\$5.06	TOM DOUGLASS
07/25/2013	07/26/2013	NORTHWESTERN POWER EQUIPM	\$448.15	TOM DOUGLASS
07/18/2013	07/19/2013	FEDEXOFFICE 00006171	\$121.35	JOHN DUCHARME
07/11/2013	07/15/2013	KEEPRS INC 2	\$140.98	MICHAEL DUGAS
07/23/2013	07/25/2013	THE HOME DEPOT 2801	\$36.87	MICHAEL DUGAS
07/18/2013	07/19/2013	OAKDALE RENTAL CENTER	\$207.82	DOUG EDGE
07/19/2013	07/22/2013	OAKDALE RENTAL CENTER	\$207.82	DOUG EDGE
07/22/2013	07/23/2013	WALGREENS #7388	\$179.97	PAUL E EVERSON
07/22/2013	07/24/2013	THE HOME DEPOT 2801	\$9.81	PAUL E EVERSON
07/23/2013	07/25/2013	BOUND TREE MEDICAL LLC	\$642.94	PAUL E EVERSON
07/12/2013	07/15/2013	COMMERCIAL FURNIT00 OF 00	\$700.75	LARRY FARR
07/12/2013	07/15/2013	CINTAS 470	\$90.27	LARRY FARR
07/13/2013	07/15/2013	ILC- INTGTD LOSS CTRL	\$465.00	LARRY FARR
07/15/2013	07/16/2013	ELECTRO WATCHMAN INC	\$716.22	LARRY FARR
07/18/2013	07/19/2013	CERTIFIED LABORATORIES	\$2,564.57	LARRY FARR
07/19/2013	07/22/2013	MENARDS 3059	\$94.99	LARRY FARR
07/23/2013	07/24/2013	MENARDS 3017 WEST ST PAUL	\$96.16	LARRY FARR
07/23/2013	07/25/2013	THE HOME DEPOT 2810	\$28.87	LARRY FARR
07/25/2013	07/26/2013	WW GRAINGER	\$876.36	LARRY FARR
07/23/2013	07/25/2013	UNIFORMS UNLIMITED INC.	\$719.30	MARCUS FORSYTHE
07/18/2013	07/18/2013	AMAZON.COM	\$64.72	MYCHAL FOWLDS
07/18/2013	07/19/2013	AMAZON MKTPLACE PMTS	\$41.11	MYCHAL FOWLDS
07/22/2013	07/22/2013	COMCAST CABLE COMM	\$54.00	MYCHAL FOWLDS
07/22/2013	07/23/2013	CABLING SERVICES	\$215.00	MYCHAL FOWLDS

07/22/2013	07/23/2013	CABLING SERVICES	\$1,163.35	MYCHAL FOWLDS
07/22/2013	07/23/2013	TOSHIBA BUSINESS SOLUTION	\$1,825.97	MYCHAL FOWLDS
07/22/2013	07/24/2013	SAGE SOFTWARE INC	\$1,551.80	MYCHAL FOWLDS
07/13/2013	07/15/2013	IDU*INSIGHT PUBLIC SEC	\$89.16	NICK FRANZEN
07/17/2013	07/18/2013	DRACKULA	\$299.00	NICK FRANZEN
07/18/2013	07/19/2013	IDU*INSIGHT PUBLIC SEC	\$73.39	NICK FRANZEN
07/20/2013	07/22/2013	HP DIRECT-PUBLICSECTOR	\$1,679.12	NICK FRANZEN
07/20/2013	07/22/2013	IDU*INSIGHT PUBLIC SEC	\$458.13	NICK FRANZEN
07/20/2013	07/22/2013	IDU*INSIGHT PUBLIC SEC	\$3,264.22	NICK FRANZEN
07/22/2013	07/23/2013	TARGET 00011858	\$13.05	NICK FRANZEN
07/23/2013	07/24/2013	HP DIRECT-PUBLICSECTOR	\$128.55	NICK FRANZEN
07/25/2013	07/26/2013	HP DIRECT-PUBLICSECTOR	\$905.21	NICK FRANZEN
07/15/2013	07/16/2013	BEST BUY MHT 00000109	\$42.84	VIRGINIA GAYNOR
07/19/2013	07/22/2013	ST JAMES HOTEL/RSTR	\$98.89	VIRGINIA GAYNOR
07/19/2013	07/22/2013	ST JAMES HOTEL/RSTR	\$98.89	VIRGINIA GAYNOR
07/11/2013	07/15/2013	THE HOME DEPOT 2801	\$27.36	MARK HAAG
07/17/2013	07/18/2013	HENRIKSEN ACE HARDWARE	\$2.76	MARK HAAG
07/18/2013	07/22/2013	THE HOME DEPOT 2801	\$8.30	MILES HAMRE
07/16/2013	07/18/2013	BROWNELLS INC	\$63.83	TIMOTHY HAWKINSON JR.
07/25/2013	07/26/2013	WALGREENS #01751	\$17.98	TAMARA HAYS
07/12/2013	07/15/2013	HENRIKSEN ACE HARDWARE	\$33.53	GARY HINNENKAMP
07/24/2013	07/25/2013	MENARDS 3059	\$55.04	GARY HINNENKAMP
07/23/2013	07/24/2013	ARC*SERVICES/TRAINING	\$162.00	RON HORWATH
07/23/2013	07/24/2013	ARC*SERVICES/TRAINING	\$135.00	RON HORWATH
07/24/2013	07/25/2013	PRICE CHOPPER WRISTBANDS	\$639.85	RON HORWATH
07/17/2013	07/18/2013	BLUE RIBBON BAIT & TACKLE	\$25.59	ANN HUTCHINSON
07/18/2013	07/19/2013	KNOWLAN'S MARKET #2	\$4.17	ANN HUTCHINSON
07/16/2013	07/18/2013	THE HOME DEPOT 2801	\$60.59	DAVID JAHN
07/18/2013	07/19/2013	PLUMBINGSUPPLY GROUP LLC	\$65.90	DAVID JAHN
07/23/2013	07/24/2013	HENRIKSEN ACE HARDWARE	\$7.49	DAVID JAHN
07/25/2013	07/26/2013	DALCO ENTERPRISES, INC	\$673.14	DAVID JAHN
07/12/2013	07/15/2013	U OF M CCE NONCREDIT	\$370.00	JON JAROSCH
07/18/2013	07/22/2013	UNIFORMS UNLIMITED INC.	\$8.99	KEVIN JOHNSON
07/12/2013	07/16/2013	TRI-STATE BOBCAT INC.	\$294.09	DON JONES
07/18/2013	07/22/2013	OFFICE DEPOT #1090	\$90.97	LOIS KNUTSON
07/21/2013	07/22/2013	COMCAST CABLE COMM	\$166.53	DUWAYNE KONEWKO
07/18/2013	07/22/2013	UNIFORMS UNLIMITED INC.	\$19.14	TOMMY KONG
07/13/2013	07/15/2013	MENARDS 3059	\$7.01	JASON KREGER
07/12/2013	07/15/2013	LA POLICE GEAR INC	\$63.62	DAVID KVAM
07/14/2013	07/15/2013	COMCAST CABLE COMM	\$44.65	DAVID KVAM
07/12/2013	07/15/2013	FAMOUS FOOTWEAR #3154	(\$79.99)	JOHNNIE LU
07/16/2013	07/17/2013	METRO FIRE	\$151.50	STEVE LUKIN
07/16/2013	07/17/2013	AMERICAN FLAGPOLE & FLAG	\$159.99	STEVE LUKIN
07/16/2013	07/18/2013	ASPEN MILLS INC.	\$48.95	STEVE LUKIN
07/19/2013	07/19/2013	AIRGASS NORTH	\$195.04	STEVE LUKIN
07/19/2013	07/22/2013	AIRGASS NORTH	\$125.24	STEVE LUKIN
07/19/2013	07/22/2013	BSHIFTER	\$90.00	STEVE LUKIN
07/22/2013	07/23/2013	BSHIFTER	\$400.00	STEVE LUKIN
07/22/2013	07/24/2013	ASPEN MILLS INC.	\$81.84	STEVE LUKIN
07/22/2013	07/24/2013	ASPEN MILLS INC.	\$1,077.00	STEVE LUKIN
07/19/2013	07/22/2013	STREICHER'S MO	\$158.88	GLEN MCCARTY
07/23/2013	07/24/2013	AMAZON MKTPLACE PMTS	\$28.74	GLEN MCCARTY
07/12/2013	07/15/2013	THE SALVATION ARMY 11	\$18.43	ALESIA METRY
07/13/2013	07/15/2013	UNIFORMS UNLIMITED INC.	\$50.34	ALESIA METRY
07/11/2013	07/15/2013	OFFICE MAX	\$27.84	MICHAEL MONDOR
07/13/2013	07/15/2013	BOUND TREE MEDICAL LLC	\$413.85	MICHAEL MONDOR
07/15/2013	07/16/2013	MED ALLIANCE GROUP INC	\$516.38	MICHAEL MONDOR
07/16/2013	07/17/2013	N AMERICA RESCUE PRODUCT	\$89.97	MICHAEL MONDOR

07/21/2013	07/22/2013	CINTAS CORP # 060A	\$336.32	BRYAN NAGEL
07/24/2013	07/26/2013	GRUBERS POWER EQUIPMENT	(\$7.19)	JOHN NAUGHTON
07/24/2013	07/26/2013	GRUBERS POWER EQUIPMENT	\$72.23	JOHN NAUGHTON
07/13/2013	07/15/2013	ATK BLACKHAWK	\$57.57	MICHAEL NYE
07/24/2013	07/25/2013	GOODYEAR AUTO SRV CT 6920	\$42.37	MICHAEL NYE
07/16/2013	07/18/2013	OFFICE DEPOT #1090	\$109.20	MARY KAY PALANK
07/17/2013	07/19/2013	OFFICE DEPOT #1090	\$16.98	MARY KAY PALANK
07/17/2013	07/19/2013	OFFICE DEPOT #1090	\$37.79	MARY KAY PALANK
07/23/2013	07/25/2013	ST PAUL STAMP WORKS INC	\$33.20	MARY KAY PALANK
07/23/2013	07/25/2013	ST PAUL STAMP WORKS INC	\$33.20	MARY KAY PALANK
07/23/2013	07/25/2013	ST PAUL STAMP WORKS INC	\$33.50	MARY KAY PALANK
07/24/2013	07/26/2013	OFFICE DEPOT #1090	(\$35.96)	MARY KAY PALANK
07/11/2013	07/15/2013	THE HOME DEPOT 2801	\$62.11	ROBERT PETERSON
07/15/2013	07/17/2013	THE HOME DEPOT 2801	\$53.50	ROBERT PETERSON
07/15/2013	07/17/2013	THE HOME DEPOT 2801	\$53.76	ROBERT PETERSON
07/13/2013	07/15/2013	ULINE *SHIP SUPPLIES	\$129.56	PHILIP F POWELL
07/15/2013	07/16/2013	FITZCO, INC.	\$310.65	PHILIP F POWELL
07/16/2013	07/17/2013	ZBATTERY	\$18.92	PHILIP F POWELL
07/11/2013	07/15/2013	KATH FUEL OFFICE	\$59.89	STEVEN PRIEM
07/12/2013	07/15/2013	AN FORD WHITE BEAR LAK	\$446.72	STEVEN PRIEM
07/15/2013	07/16/2013	UNLIMITED SUPPLIES INC	\$109.48	STEVEN PRIEM
07/17/2013	07/18/2013	FACTORY MTR PTS #1	\$21.51	STEVEN PRIEM
07/17/2013	07/18/2013	BAUER BUILT TIRE 18	\$413.91	STEVEN PRIEM
07/17/2013	07/19/2013	TRI-STATE BOBCAT	\$95.12	STEVEN PRIEM
07/18/2013	07/19/2013	TRUCK UTILITIES INC	\$138.53	STEVEN PRIEM
07/19/2013	07/22/2013	FACTORY MTR PTS #1	\$282.91	STEVEN PRIEM
07/19/2013	07/22/2013	FACTORY MTR PTS #1	\$171.92	STEVEN PRIEM
07/19/2013	07/22/2013	AUTO PLUS NO ST PAUL 392	\$58.80	STEVEN PRIEM
07/23/2013	07/24/2013	AUTO PLUS LITTLE CANADA	\$28.32	STEVEN PRIEM
07/23/2013	07/24/2013	AUTO PLUS LITTLE CANADA	\$39.81	STEVEN PRIEM
07/24/2013	07/25/2013	AN FORD WHITE BEAR LAK	\$115.05	STEVEN PRIEM
07/24/2013	07/25/2013	AN FORD WHITE BEAR LAK	\$122.96	STEVEN PRIEM
07/24/2013	07/26/2013	NORTHERN POWER PRODUCTS	\$170.26	STEVEN PRIEM
07/25/2013	07/26/2013	GOODYEAR AUTO SRV CT 6920	\$91.61	STEVEN PRIEM
07/24/2013	07/26/2013	ST.PAUL LINOLEUM & CARPET	\$870.00	KELLY PRINS
07/24/2013	07/26/2013	ST.PAUL LINOLEUM & CARPET	\$840.00	KELLY PRINS
07/25/2013	07/26/2013	TARGET 00011858	\$21.60	KELLY PRINS
07/15/2013	07/16/2013	NOVACARE REHB/HEALT	\$200.00	TERRIE RAMEAUX
07/23/2013	07/24/2013	HILLYARD INC MINNEAPOLIS	\$1,542.20	MICHAEL REILLY
07/12/2013	07/15/2013	CUB FOODS #1599	\$12.72	AUDRA ROBBINS
07/17/2013	07/19/2013	FLAHERTYS ARDEN BOWL	\$565.75	AUDRA ROBBINS
07/17/2013	07/19/2013	AMC ROSEDALE 101006519	\$275.00	AUDRA ROBBINS
07/22/2013	07/23/2013	WALGREENS #13685	\$42.42	AUDRA ROBBINS
07/25/2013	07/26/2013	TARGET 00011858	\$13.87	AUDRA ROBBINS
07/19/2013	07/22/2013	UNITED RENTALS	\$532.91	ROBERT RUNNING
07/22/2013	07/23/2013	WINNICK SUPPLY	\$515.67	ROBERT RUNNING
07/23/2013	07/24/2013	JOHN DEERE LANDSCAPES530	\$200.87	ROBERT RUNNING
07/16/2013	07/17/2013	LILLIE SUBURBAN NEWSPAPE	\$210.00	DEB SCHMIDT
07/22/2013	07/24/2013	THE OLIVE GARD00012005	\$85.67	DEB SCHMIDT
07/15/2013	07/17/2013	ON SITE SANITATION INC	\$20.00	SCOTT SCHULTZ
07/22/2013	07/24/2013	ON SITE SANITATION INC	\$3.97	SCOTT SCHULTZ
07/23/2013	07/25/2013	ON SITE SANITATION INC	\$1,178.92	SCOTT SCHULTZ
07/24/2013	07/26/2013	ON SITE SANITATION INC	\$21.38	SCOTT SCHULTZ
07/15/2013	07/17/2013	ANDON BALLOONS INC -	\$44.98	CAITLIN SHERRILL
07/19/2013	07/22/2013	A-1 LAUNDRY	\$74.99	CAITLIN SHERRILL
07/24/2013	07/25/2013	MICHAELS STORES 2744	\$64.78	CAITLIN SHERRILL
07/23/2013	07/24/2013	BESTBUYMKTPLACE	\$20.89	MICHAEL SHORTREED
07/23/2013	07/24/2013	SAFELITE AUTOGLASS	\$255.19	MICHAEL SHORTREED

07/23/2013	07/24/2013	SAFELITE AUTOGLASS	\$176.10	MICHAEL SHORTREED
07/23/2013	07/24/2013	PARABEN CORPORATION	\$220.00	MICHAEL SHORTREED
07/24/2013	07/25/2013	DELTA AIR 0062336569876	\$1,053.80	MICHAEL SHORTREED
07/17/2013	07/19/2013	S & T OFFICE PRODUCTS	\$111.34	JOANNE SVENDSEN
07/25/2013	07/25/2013	AMAZON MKTPLACE PMTS	\$9.96	WILLIAM SYPNIEWSKI
07/19/2013	07/22/2013	FEDEXOFFICE 00006171	\$37.23	JAMES TAYLOR
07/23/2013	07/25/2013	UNIFORMS UNLIMITED INC.	\$108.84	PAUL THIENES
07/14/2013	07/15/2013	DELTA AIR 0062335908582	\$243.80	MICHAEL THOMPSON
07/16/2013	07/18/2013	OFFICE DEPOT #1090	\$2.67	TAMMY YOUNG
07/16/2013	07/18/2013	OFFICE DEPOT #1090	\$57.13	TAMMY YOUNG

\$44,304.17

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>
	08/02/13	CARDINAL, ROBERT	435.16
	08/02/13	CAVE, REBECCA	435.16
	08/02/13	JUENEMANN, KATHLEEN	435.16
	08/02/13	KOPPEN, MARVIN	435.16
	08/02/13	ROSSBACH, WILLIAM	494.44
	08/02/13	STRAUTMANIS, MARIS	152.00
	08/02/13	VALLE, EDWARD	160.00
	08/02/13	AHL, R. CHARLES	5,959.42
	08/02/13	BURLINGAME, SARAH	2,200.50
	08/02/13	KANTRUD, HUGH	184.62
	08/02/13	CHRISTENSON, SCOTT	2,246.67
	08/02/13	FARR, LARRY	3,287.48
	08/02/13	JAHN, DAVID	1,906.31
	08/02/13	METRY, THOMAS	780.00
	08/02/13	RAMEAUX, THERESE	3,130.54
	08/02/13	BAUMAN, GAYLE	4,802.02
	08/02/13	ANDERSON, CAROLE	1,186.67
	08/02/13	DEBILZAN, JUDY	1,385.92
	08/02/13	JACKSON, MARY	2,176.91
	08/02/13	KELSEY, CONNIE	2,653.11
	08/02/13	RUEB, JOSEPH	2,829.00
	08/02/13	SINDT, ANDREA	2,240.23
	08/02/13	ARNOLD, AJLA	1,649.23
	08/02/13	BEGGS, REGAN	1,608.99
	08/02/13	GUILFOILE, KAREN	4,652.98
	08/02/13	SCHMIDT, DEBORAH	3,096.67
	08/02/13	SPANGLER, EDNA	1,546.19
	08/02/13	LARSON, MICHELLE	1,690.29
	08/02/13	MECHELKE, SHERRIE	1,167.95
	08/02/13	MOY, PAMELA	1,705.02
	08/02/13	OSTER, ANDREA	1,953.51
	08/02/13	RICHTER, CHARLENE	1,012.43
	08/02/13	SCHOENECKER, LEIGH	1,687.39
	08/02/13	VITT, SANDRA	965.39
	08/02/13	WEAVER, KRISTINE	2,412.21
	08/02/13	CARLE, JEANETTE	102.00
	08/02/13	JAGOE, CAROL	102.00
	08/02/13	CORCORAN, THERESA	1,946.59
	08/02/13	KVAM, DAVID	4,734.32
	08/02/13	PALANK, MARY	1,951.20
	08/02/13	POWELL, PHILIP	2,999.31
	08/02/13	SVENDSEN, JOANNE	2,152.62
	08/02/13	THOMFORDE, FAITH	1,608.99

08/02/13	ABEL, CLINT	3,137.23
08/02/13	ALDRIDGE, MARK	3,288.15
08/02/13	BAKKE, LONN	3,215.39
08/02/13	BARTZ, PAUL	4,144.48
08/02/13	BELDE, STANLEY	3,076.61
08/02/13	BENJAMIN, MARKESE	2,966.95
08/02/13	BIERDEMAN, BRIAN	4,945.55
08/02/13	BUSACK, DANIEL	3,632.46
08/02/13	CARNES, JOHN	2,239.22
08/02/13	CROTTY, KERRY	3,684.00
08/02/13	DEMULLING, JOSEPH	3,046.73
08/02/13	DOBLAR, RICHARD	4,095.31
08/02/13	DUGAS, MICHAEL	5,386.95
08/02/13	ERICKSON, VIRGINIA	3,253.95
08/02/13	FORSYTHE, MARCUS	2,512.78
08/02/13	FRITZE, DEREK	3,782.74
08/02/13	GABRIEL, ANTHONY	3,327.34
08/02/13	HAWKINSON JR, TIMOTHY	3,020.14
08/02/13	HER, PHENG	2,887.16
08/02/13	HIEBERT, STEVEN	3,401.07
08/02/13	JOHNSON, KEVIN	4,821.45
08/02/13	KALKA, THOMAS	963.29
08/02/13	KONG, TOMMY	3,035.02
08/02/13	KREKELER, NICHOLAS	919.61
08/02/13	KROLL, BRETT	3,195.37
08/02/13	LANGNER, SCOTT	3,165.98
08/02/13	LANGNER, TODD	3,051.29
08/02/13	LU, JOHNNIE	3,700.30
08/02/13	LYNCH, KATHERINE	2,786.34
08/02/13	MARINO, JASON	3,571.75
08/02/13	MARTIN, JERROLD	4,224.68
08/02/13	MCCARTY, GLEN	3,165.98
08/02/13	METRY, ALESIA	3,111.27
08/02/13	NYE, MICHAEL	3,080.07
08/02/13	OLSON, JULIE	3,007.30
08/02/13	PARKER, JAMES	2,512.78
08/02/13	REZNY, BRADLEY	3,748.76
08/02/13	RHUDE, MATTHEW	2,974.29
08/02/13	SHORTREED, MICHAEL	4,183.06
08/02/13	STEINER, JOSEPH	4,429.67
08/02/13	SYPNIEWSKI, WILLIAM	2,947.13
08/02/13	TAUZELL, BRIAN	3,392.47
08/02/13	THEISEN, PAUL	3,340.83
08/02/13	THIENES, PAUL	4,094.89
08/02/13	TRAN, JOSEPH	3,111.27
08/02/13	WENZEL, JAY	3,298.55
08/02/13	XIONG, KAO	2,947.13
08/02/13	BAHL, DAVID	456.96
08/02/13	BASSETT, BRENT	501.84
08/02/13	BAUMAN, ANDREW	2,786.13
08/02/13	BOURQUIN, RON	1,077.12
08/02/13	CAPISTRANT, JOHN	485.52

08/02/13	CONCHA, DANIEL	673.20
08/02/13	COREY, ROBERT	379.44
08/02/13	CRAWFORD - JR, RAYMOND	1,379.58
08/02/13	DABRUZZI, THOMAS	2,348.82
08/02/13	DAWSON, RICHARD	3,360.50
08/02/13	EATON, PAUL	348.84
08/02/13	EVERSON, PAUL	4,380.31
08/02/13	FASULO, WALTER	53.04
08/02/13	HAGEN, MICHAEL	569.16
08/02/13	HALE, JOSEPH	378.42
08/02/13	HALWEG, JODI	2,915.83
08/02/13	HAWTHORNE, ROCHELLE	2,346.65
08/02/13	HUTCHINSON, JAMES	692.58
08/02/13	IMM, TRACY	48.96
08/02/13	JANSEN, CHAD	244.80
08/02/13	JONES, JONATHAN	293.76
08/02/13	JUREK, GREGORY	2,199.03
08/02/13	KANE, ROBERT	656.88
08/02/13	KARRAS, JAMIE	691.56
08/02/13	KELLOGG, JOHNATHAN	257.04
08/02/13	KERSKA, JOSEPH	1,303.56
08/02/13	KONDER, RONALD	550.80
08/02/13	KUBAT, ERIC	2,812.20
08/02/13	LINDER, TIMOTHY	2,942.99
08/02/13	LOCHEN, MICHAEL	644.64
08/02/13	MILLER, LADD	799.68
08/02/13	MILLER, NICHOLAS	541.62
08/02/13	MONDOR, MICHAEL	3,500.59
08/02/13	MORGAN, JEFFERY	377.92
08/02/13	NEILY, STEVEN	327.42
08/02/13	NIELSEN, KENNETH	852.59
08/02/13	NOVAK, JEROME	3,886.85
08/02/13	NOWICKI, PAUL	391.68
08/02/13	OLSON, JAMES	2,891.24
08/02/13	OPHEIM, JOHN	471.24
08/02/13	PACHECO, ALPHONSE	694.62
08/02/13	PARROW, JOSHUA	483.48
08/02/13	PETERSON, MARK	399.84
08/02/13	PETERSON, ROBERT	2,934.89
08/02/13	POWERS, KENNETH	382.50
08/02/13	RAINEY, JAMES	758.88
08/02/13	RANK, NATHAN	797.13
08/02/13	RANK, PAUL	642.60
08/02/13	RICE, CHRISTOPHER	342.72
08/02/13	RIEKEN, NICHOLAS	630.36
08/02/13	RODRIGUEZ, ROBERTO	42.84
08/02/13	SCHULTZ, JEROME	195.84
08/02/13	SEDLACEK, JEFFREY	2,888.60
08/02/13	STREFF, MICHAEL	3,265.82
08/02/13	SVENDSEN, RONALD	3,067.31
08/02/13	WHITE, JOEL	293.76
08/02/13	GERVAIS-JR, CLARENCE	4,075.48

08/02/13	LUKIN, STEVEN	4,721.04
08/02/13	ZWIEG, SUSAN	1,745.76
08/02/13	CORTESI, LUANNE	1,458.58
08/02/13	KNUTSON, LOIS	2,223.39
08/02/13	BRINK, TROY	2,650.80
08/02/13	BUCKLEY, BRENT	2,155.39
08/02/13	DEBILZAN, THOMAS	2,207.79
08/02/13	EDGE, DOUGLAS	2,197.40
08/02/13	JONES, DONALD	2,197.79
08/02/13	MEISSNER, BRENT	2,134.59
08/02/13	NAGEL, BRYAN	3,630.80
08/02/13	OSWALD, ERICK	2,522.57
08/02/13	RUIZ, RICARDO	1,662.19
08/02/13	RUNNING, ROBERT	2,687.29
08/02/13	TEVLIN, TODD	2,197.79
08/02/13	BURLINGAME, NATHAN	2,172.00
08/02/13	DUCHARME, JOHN	2,804.00
08/02/13	ENGSTROM, ANDREW	3,068.60
08/02/13	HANSON, TODD	990.00
08/02/13	JAROSCH, JONATHAN	2,995.41
08/02/13	KREGER, JASON	3,419.78
08/02/13	LINDBLOM, RANDAL	2,806.31
08/02/13	LOVE, STEVEN	3,665.83
08/02/13	THOMPSON, MICHAEL	4,731.65
08/02/13	ZIEMAN, SCOTT	1,264.00
08/02/13	JANASZAK, MEGHAN	1,608.99
08/02/13	KONEWKO, DUWAYNE	4,712.71
08/02/13	BUTTWEILER, TYLER	880.00
08/02/13	GUNDERSON, THOMAS	920.00
08/02/13	HAMRE, MILES	1,616.80
08/02/13	HAYS, TAMARA	1,652.19
08/02/13	HINNENKAMP, GARY	2,498.05
08/02/13	NAUGHTON, JOHN	2,197.79
08/02/13	NORDQUIST, RICHARD	2,320.60
08/02/13	PURVES, JUSTIN	1,665.13
08/02/13	RANWEILER, GABRIEL	840.00
08/02/13	BIESANZ, OAKLEY	1,369.09
08/02/13	DEAVER, CHARLES	283.64
08/02/13	GERNES, CAROLE	905.25
08/02/13	HAYMAN, JANET	1,195.57
08/02/13	HUTCHINSON, ANN	2,709.28
08/02/13	SANDERS, MARA	192.40
08/02/13	SOUTTER, CHRISTINE	238.00
08/02/13	WACHAL, KAREN	991.11
08/02/13	GAYNOR, VIRGINIA	3,317.22
08/02/13	KROLL, LISA	1,962.59
08/02/13	THOMPSON, DEBRA	779.56
08/02/13	YOUNG, TAMELA	2,104.19
08/02/13	EKSTRAND, THOMAS	3,906.15
08/02/13	FINWALL, SHANN	3,855.23
08/02/13	MARTIN, MICHAEL	2,826.59
08/02/13	BRASH, JASON	2,569.79

08/02/13	CARVER, NICHOLAS	3,317.22
08/02/13	FISHER, DAVID	4,272.90
08/02/13	SWAN, DAVID	2,829.79
08/02/13	WELLENS, MOLLY	2,098.82
08/02/13	ACEITUNO, FELIPE	87.50
08/02/13	BERGER, STEPHANIE	824.14
08/02/13	BJORK, BRANDON	1,120.00
08/02/13	BRENEMAN, NEIL	2,318.58
08/02/13	COLE, BENJAMIN	368.00
08/02/13	LARSON, KATELYN	634.50
08/02/13	LARSON, TRISTA	729.00
08/02/13	MALLET, AMANDA	224.31
08/02/13	PROHOFSKY, SARAH	74.00
08/02/13	ROBBINS, AUDRA	3,242.05
08/02/13	ROBBINS, CAMDEN	313.50
08/02/13	SHERWOOD, CHRISTIAN	352.00
08/02/13	TAYLOR, JAMES	2,941.39
08/02/13	VUKICH, CANDACE	365.50
08/02/13	ADAMS, DAVID	2,027.16
08/02/13	HAAG, MARK	2,412.19
08/02/13	ORE, JORDAN	1,652.19
08/02/13	SCHULTZ, SCOTT	3,418.81
08/02/13	WILBER, JEFFREY	1,579.39
08/02/13	AKEY, SHELLEY	230.63
08/02/13	BERNARDY, CHRISTINE	2,504.43
08/02/13	CRAWFORD - JR, RAYMOND	335.82
08/02/13	EVANS, CHRISTINE	1,477.96
08/02/13	GLASS, JEAN	2,173.21
08/02/13	HER, PETER	116.30
08/02/13	HOFMEISTER, MARY	1,145.24
08/02/13	HOFMEISTER, TIMOTHY	454.52
08/02/13	KELLEY, CAITLIN	942.09
08/02/13	KULHANEK-DIONNE, ANN	433.50
08/02/13	PELOQUIN, PENNYE	616.12
08/02/13	VANG, TIM	395.00
08/02/13	VUE, LOR PAO	442.25
08/02/13	AICHELE, MEGAN	111.00
08/02/13	ANDERSON, ALYSSA	92.50
08/02/13	ANDERSON, JOSHUA	670.50
08/02/13	BAETZOLD, CLAIRE	29.40
08/02/13	BAETZOLD, SETH	334.94
08/02/13	BESTER, MICHAEL	103.50
08/02/13	BRUSOE, AMY	629.63
08/02/13	BUCKLEY, BRITTANY	588.25
08/02/13	BUTLER, ANGELA	166.50
08/02/13	CRANDALL, KRISTA	560.50
08/02/13	DRECHSEL, HEIDI	54.95
08/02/13	DUNN, RYAN	1,117.05
08/02/13	EHLE, DANIEL	94.88
08/02/13	ERICKSON-CLARK, CAROL	37.12
08/02/13	ERICSON, RACHEL	95.33
08/02/13	FLORES, LUIS	44.00

08/02/13	FONTAINE, KIM	574.13
08/02/13	FOX, KELLY	30.00
08/02/13	FRAMPTON, SAMANTHA	628.75
08/02/13	GADOW, VERONIKA	421.19
08/02/13	GIEL, NICOLE	57.76
08/02/13	GRAY, MEGAN	313.55
08/02/13	GRUENHAGEN, LINDA	222.25
08/02/13	HAGSTROM, EMILY	179.55
08/02/13	HASSAN, KIANA	348.43
08/02/13	HEINRICH, SHEILA	398.51
08/02/13	HOLMBERG, LADONNA	389.83
08/02/13	HORWATH, RONALD	2,800.97
08/02/13	HUNTLEY, NATALIE	48.00
08/02/13	JOHNSON, BARBARA	317.75
08/02/13	JOYER, ANTHONY	83.70
08/02/13	KOHLER, ROCHELLE	74.00
08/02/13	KOZDROJ, GABRIELLA	93.75
08/02/13	LAMEYER, BRENT	83.38
08/02/13	LAMEYER, ZACHARY	449.77
08/02/13	LAMSON, ELIANA	27.00
08/02/13	MCCOMAS, LEAH	168.00
08/02/13	MEDD, KELLY	19.50
08/02/13	MUSKAT, JULIE	170.00
08/02/13	NITZ, CARA	160.00
08/02/13	NORTHOUSE, KATHERINE	505.75
08/02/13	PROESCH, ANDY	1,169.01
08/02/13	RANEY, COURTNEY	988.00
08/02/13	RESENDIZ, LORI	2,425.96
08/02/13	RICHTER, DANIEL	113.40
08/02/13	ROLLERSON, TERRANCE	15.00
08/02/13	SCHREIER, ROSEMARIE	316.75
08/02/13	SCHREINER, MARK	277.40
08/02/13	SCHUNEMAN, GREGORY	126.36
08/02/13	SMITH, ANN	61.65
08/02/13	SMITH, CASEY	433.31
08/02/13	SMITH, JEROME	158.00
08/02/13	SMITLEY, SHARON	142.46
08/02/13	SYME, ABBEY	213.38
08/02/13	SYME, LAUREN	101.21
08/02/13	TREPANIER, TODD	287.50
08/02/13	TRUE, ANDREW	33.15
08/02/13	TUPY, HEIDE	45.80
08/02/13	TUPY, MARCUS	95.00
08/02/13	WARNER, CAROLYN	184.80
08/02/13	WEINHAGEN, SHELBY	212.75
08/02/13	WHITE, DANICA	14.70
08/02/13	YUNKER, JOSEPH	87.00
08/02/13	BOSLEY, CAROL	146.25
08/02/13	HITE, ANDREA	124.50
08/02/13	LANGER, KAYLYN	127.50
08/02/13	BORCHERT, JONATHAN	246.50
08/02/13	CRAWFORD, SHAWN	492.00

	08/02/13	DOUGLASS, TOM	1,852.99
	08/02/13	MAIDMENT, COLIN	280.51
	08/02/13	MALONEY, SHAUNA	371.12
	08/02/13	PRINS, KELLY	1,766.59
	08/02/13	REILLY, MICHAEL	1,981.79
	08/02/13	SINDT, DARIEN	246.50
	08/02/13	SPEARS, SHYTIANA	93.50
	08/02/13	THOMPSON, BENJAMIN	382.50
	08/02/13	COUNTRYMAN, BRENDA	1,280.00
	08/02/13	SWANSON, CHRIS	1,564.19
	08/02/13	AICHELE, CRAIG	2,255.30
	08/02/13	PRIEM, STEVEN	2,574.79
	08/02/13	WOEHRLE, MATTHEW	2,278.91
	08/02/13	BERGO, CHAD	2,768.75
	08/02/13	FOWLDS, MYCHAL	4,111.11
	08/02/13	FRANZEN, NICHOLAS	2,817.49
9989461	08/02/13	ROCKMAN, JESSICA	192.00
9989462	08/02/13	CHRISTOPHER, KYLE	336.00
9989463	08/02/13	CORCORAN, JOSHUA	34.00
9989464	08/02/13	GRAY, SOPHIE	215.05
9989465	08/02/13	O'BRIEN, ELIZABETH	163.63
9989466	08/02/13	SCHREIER, ABIGAIL	360.26
9989467	08/02/13	SCHREIER, ZACHARY	292.50
9989468	08/02/13	SCOTT, HALEY	117.60
9989469	08/02/13	SKUNES, KELLY	371.63
9989470	08/02/13	WALES, ABIGAIL	617.46
9989471	08/02/13	RANGEL, SAMANTHA	63.75
9989472	08/02/13	CUSICK, JESSICA	297.50
9989473	08/02/13	STEFFEN, MICHAEL	102.00
			524,427.17

MEMORANDUM

TO: Charles Ahl, City Manager
FROM: Karen Guilfoile, Citizen Services Director
DATE: August 2, 2013
SUBJECT: Approval of a Resolution for a Lawful Gambling Premise Permit for Merrick, Inc at Freddy's Tiki Hut, 1820 Rice Street

Introduction

Wendy Busch, on behalf of Merrick, Inc, has submitted an application and is requesting approval of a premise permit to conduct lawful gambling at Freddy's Tiki Hut located at 1820 Rice Street in Maplewood.

Background

Merrick, Inc in a non-profit organization dedicated to providing support and services to adults with developmental disabilities; it has been in existence since 1966 and has been registered with the State of Minnesota since 1985. Currently organization conducts lawful gambling in The Doghouse Bar and Grill in Maplewood. In order for the State of Minnesota to issue a gambling premise permit, approval of the following resolution from the City is required:

RESOLUTION

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the premise permit for lawful gambling is approved for Merrick Inc to operate at Freddy's Tiki Hut, located at 1820 Rice Street, Maplewood, MN.

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.

Recommendation

It is recommended that council approve the resolution for a lawful gambling premise permit for Merrick, Inc to operate at Freddy's Tiki Hut, located at 1820 Rice Street, Maplewood, MN.

MEMORANDUM

TO: Charles Ahl, City Manager

FROM: Karen Guilfoile, Citizen Services Director

DATE: August 2, 2013

SUBJECT: Approval of a Resolution for a Temporary Lawful Gambling Permit and Permit Fee Waivers for the Church of St Jerome.

Introduction

An application has been submitted for a temporary lawful gambling permit by Father Cletus Basekela on behalf of the Church of St Jerome, 380 E Roselawn Avenue. The lawful gambling permit is for bingo and pull-tabs at the Fall Festival that the church hosts annually. The event will be held on Sunday, September 15, 2013 from 10:00am to 5:00pm and proceeds will go towards offsetting the Church's annual deficit and cost of operating St. Jerome School.

In addition to the lawful gambling permit application for their event on September 15, 2013 a temporary tent, food sales and on-sale intoxicating liquor permit application has been submitted, with fees totaling \$311.00; Mr. Basekela is requesting the fees for these permit be waived.

Further, Mr. Basekela is requesting a \$55.00 fee waiver for a temporary food permit for their annual Booyah, held on October 27, 2013 from 6:00am to 2:00pm. Similarly, proceeds will go towards offsetting the Church's annual deficit and cost of operating St. Jerome School.

In order for the State of Minnesota to issue a temporary lawful gambling permit, approval of the following resolution from the City is required:

RESOLUTION

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the temporary premise permit for lawful gambling is approved for the Church of St Jerome, 380 E Roselawn Avenue in Maplewood.

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.

Recommendation

It is recommended that the Council approve the above resolution for a temporary lawful gambling permit for the Church of St Jerome, 380 E Roselawn Avenue. It is further recommended that the Council approve that fees of \$366.00 be waived for the accompanying temporary tent, food sales (2) and on-sale intoxicating liquor permit.

AGENDA REPORT

TO: Charles Ahl, City Manager
FROM: Gayle Bauman, Finance Director
SUBJECT: **Approval of Resolution Approving the Terms of Interfund Loan in Connection with Proposed Tax Increment Financing District 1-13**
DATE: July 30, 2013 for August 12, 2013 council meeting

INTRODUCTION

It is proposed that the attached resolution be approved to allow automatic interfund loans for a proposed Tax Increment Financing District No. 1-13 within Development District No. 1 and to provide the terms and conditions for repayment. This proposed district would encompass any potential financing with regard to the Londin Lane fire station.

DISCUSSION

State law requires that interfund loans be approved in advance along with the terms and conditions for repayment. It is city policy to automatically make interfund loans when a fund has a temporary cash deficit. These resolutions are a requirement by state law for TIF Districts.

FINANCIAL IMPACT

This will allow for the reimbursement of costs financed from City funds prior to the collection of tax increments.

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution to allow automatic interfund loans for a proposed Tax Increment Financing District No. 1-13 within Development District No. 1 and to provide the terms and conditions for repayment.

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Attachment(s):

1. Resolution

RESOLUTION NO. ____

RESOLUTION APPROVING THE TERMS OF UP TO A
\$2,000,000 INTERFUND LOAN IN CONNECTION WITH
A PROPOSED TAX INCREMENT FINANCING DISTRICT NO. 1-13

BE IT RESOLVED by the City Council (the "Council") of the City of Maplewood, Minnesota (the "City"), as follows:

Section 1. Background.

(a) The City proposes to establish a Tax Increment Financing District No. 1-13 (the "TIF District") within Development District No. 1, and proposes to adopt a tax increment financing plan for the TIF District (the "TIF Plan").

(b) The City has determined to pay for certain costs identified in the TIF Plan consisting of land/building acquisition, public utilities, site improvements/preparation, other eligible improvements, and administrative costs (the "Qualified Costs") incurred in connection with the establishment of the TIF District and development/redevelopment of land within the TIF District, which costs will be financed on a temporary basis from City funds available for such purposes.

(c) Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally made, in order to finance the Qualified Costs.

(d) The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

(a) The City hereby authorizes the advance of up to \$2,000,000 from the City's General Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

(b) Principal and interest on the Interfund Loan shall be paid semi-annually on each February 1 and August 1 (each a "Payment Date") commencing with the Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Manager, through the last receipt of tax increment from the TIF District.

(c) Payments on the Interfund Loan are payable solely from "Available Tax Increments" which shall mean, on each Payment Date, all of the tax increment available after other obligations have been paid, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Ramsey County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on the Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

(d) The principal sum and all accrued interest payable under the Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

(e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

(f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Adopted this 12th day of August, 2013.

Mayor

ATTEST:

City Clerk

AGENDA REPORT

TO: Chuck Ahl, City Manager
FROM: Michael Thompson, Public Works Director / City Engineer
Steve Love, Assistant City Engineer
SUBJECT: **Maplewood Mall Park and Ride Expansion, City Project 10-03, Approval of the Interagency Agreement for the Maplewood Mall Transit Center, Park and Ride Expansion**
DATE: July 24, 2013

INTRODUCTION

The interagency agreement between the City of Maplewood and the Metropolitan Council for the Maplewood Mall Park and Ride Expansion, located at the northeast corner of the intersection of Beam Avenue and Southlawn Drive, is complete and ready for approval by the City Council.

DISCUSSION

The interagency agreement is necessary for establishing ownership and maintenance responsibilities for the public and private infrastructure constructed by the park and ride expansion project. The approval of the interagency agreement is required prior to the closing of the project by the City of Maplewood. The public infrastructure improvements include new sidewalk, a sidewalk plaza, a right turn lane onto Beam Avenue, traffic signal improvements, and landscaping along Beam Avenue and Southlawn Drive. Attached to this report is a copy of the interagency agreement between the City of Maplewood and the Metropolitan Council.

BUDGET

There are no impacts to the City's budget for this project.

RECOMMENDATION

It is recommended that the City Council approve the attached Interagency Agreement between the City of Maplewood and the Metropolitan Council for the Maplewood Mall Transit Center, Park and Ride Expansion, located at the northeast corner of the intersection of Beam Avenue and Southlawn Drive, and authorize the Mayor and City Manager to execute the agreement signifying City Council approval. Minor revisions as approved by the City Attorney are authorized as needed for interagency agreements.

Attachments:

1. Interagency Agreement

- 1
2 1. Construction of a six-foot wide concrete sidewalk and sidewalk plaza along
3 Southlawn Drive to promote circulation of and access to the facility for pedestrians,
4 bicycles, and the ADA community. This sidewalk is in accordance with City of
5 Maplewood design standards and is in accordance with the terms of this Agreement,
6 location depicted and described on Exhibit B;
- 7 2. The design and construction of a right turn lane along Beam Avenue, as described in
8 Section III, part 5 of this agreement;
- 9 3. Design and installation of traffic signal improvements at the intersection of Swanson
10 Street and Beam Avenue, as described in Section III, part 4 of this agreement; and
- 11 4. Implementation of landscaping improvements along Beam Avenue and Southlawn
12 Drive.

13 All improvements as part of the Council Improvements shall be in conformance with
14 Maplewood requirements.

15 **III.**
16 **Council Improvements Design Plans.**

17
18 As of the date of this Agreement:

- 19
20 1. Council has had at its expense, design plans prepared for the Parking Ramp by Bentz,
21 Thompson, Rietow Architects which includes Council Improvements work. ("Design
22 Plans")
- 23
24 2. Council has provided a set of the Design Plans to Maplewood for review; and
- 25
26 3. Maplewood has reviewed the Design Plans dated November 15, 2011 and has accepted
27 the plans as revised to address City comments; and
- 28
29 4. Council has designed traffic signal improvements at the Swanson Street and Beam
30 Avenue intersection that will provide a protected/permitted left turn movement from
31 southbound Swanson Street to eastbound Beam Avenue. Construction will be pursuant
32 to County permits and regulations. These "Council Traffic Signal Plans" have been
33 approved by Ramsey County; and
- 34

1 5. Council has designed a right turn lane on westbound Beam Avenue into the Park and
2 Ride facility. Construction will be pursuant to County permits and regulations.

3
4
5
6 **IV.**

7 **Construction of the Council Improvements**
8

9 1. Council has prepared, at its expense, final Construction Documents
10 (“Construction Documents”) including a construction schedule for the Council Improvements.
11 Construction Documents are in accord with the Council Improvements Design Plans. Council
12 has submitted the Construction Documents to Maplewood for review and approval and
13 Maplewood has approved the Construction Documents.

14
15 2. Council has advertised for and received bids for the Council Improvements and
16 has awarded the construction contracts for the Council Improvements in accordance with
17 Council's procedures.

18
19 3. Council is administering the contracts for the Council Improvements work
20 completed herewith. Maplewood may inspect construction of the Council Improvements.
21 Maplewood's inspector must communicate to the construction contractors through Council's
22 Authorized Representative ("CAR"). The term "Authorized Representative" means the person
23 designated in writing by the General Manager of Council's Metro Transit Division. Council will
24 issue contract payments to the Council's contractor.

25
26 4. The Council Improvements shall be constructed in accordance with the
27 Construction Documents as approved by City of Maplewood in accordance with Section IV (1)
28 above. Council has obtained all necessary permits and approvals before proceeding with
29 construction. The City agrees to issue any such permits and approvals that may be required for
30 construction of the project, provided Council or their contractor qualifies for such permits.
31 Within 30 days after completion of the Council Improvements, Council shall provide the City

1 with a complete set of reproducible record plan drawings ("Record Plans"). In addition to
2 reproducible drawings, the Record Plans shall be provided as a compatible AutoCAD digital file.

3
4 5. During construction work on the Council Improvements, Council shall undertake
5 necessary erosion control measures as directed by the City Engineer. Council shall also clean
6 dirt and debris from public rights of way resulting from construction activity.

7
8 6. If pursuant to its inspection as provided in Section IV (3) above, Maplewood has
9 determined that the Council Improvements have not been constructed in accordance with the
10 approved Construction Documents, Maplewood, through its authorized representative, shall
11 inform the CAR in writing of such defects. Council shall take such steps as it determines are
12 required to meet the requirements of the Construction Documents requested by Maplewood.
13 Council will inform Maplewood in writing of completion of construction of the Council
14 Improvements. Within a reasonable time thereafter, Maplewood will inform Council in writing
15 that Maplewood has determined either that the Council Improvements, as constructed, conforms
16 to the Construction Documents and is thus accepted by Maplewood, or that the Council
17 Improvements do not conform to the accepted Construction Documents. Maplewood will further
18 inform Council of the specific reasons for non-conformance to the Construction Documents and
19 what steps must be taken by Council to make the Council Improvements conform to the
20 Construction Documents. Following completion of all Council and City of Maplewood punch
21 list items the City of Maplewood shall inform the Council of final acceptance of the project by
22 the City of Maplewood. Evidence of acceptance of the Council Improvements by Council will
23 be in writing by letter from the General Manager of Council's Metro Transit Division to the
24 Maplewood City Administrator.

25
26
27 **V.**

28 **Amendments to Construction Documents.**

29
30 Council will submit any proposed amendments to or substantive changes to the
31 Construction Documents. Such amendments or substantive changes to the Construction
32 Documents and/or changes in the construction schedule must be submitted to Maplewood's
33 authorized representative at least three (3) business days prior to the implementation of such

1 change. Maplewood will endeavor to review the amendments or substantive changes to the
2 Construction Documents and provide written comments or a written statement of approval to
3 Council within two (2) business days of receipt of such amendment or substantive change to the
4 Construction Documents. If Maplewood provides comments to Council, both parties shall
5 resolve the issues raised by the comments in a timely manner.

6
7
8
9 **VI.**

10 **Payment for Construction of Council Improvements.**

11
12 Council shall perform, at its own expense, the construction of the Council Improvements.

13
14 **VII.**

15 **Right-Of-Entry, Maintenance and Ownership of Council Improvements.**

16
17 1. Maplewood and Council have at the time of execution of this Agreement all
18 property rights and interests necessary on public and/or private property for the construction,
19 operation and maintenance of the Council Improvements. Council agrees that Maplewood has
20 no obligation to obtain any additional property rights for construction, operation or maintenance
21 of the Council Improvements.

22
23 2. Upon acceptance by Council, the Council Improvements as defined in Section II,
24 part 1 of this agreement (lying within the public right-of-way) shall become the property of the
25 City of Maplewood; the Council Improvements as defined in Section II, parts 2 and 3 of this
26 agreement shall become the property of Ramsey County; and the Council Improvements as
27 defined in Section II, part 4, shall become the property of the City of Maplewood and Ramsey
28 County jointly. Council shall enforce all existing construction warranties and guarantees for the
29 Council Improvements which have been provided to Council by Council's contractor.
30 Subsequent to the completion of the Council Improvements, pursuant to the terms of this
31 Agreement, Council shall perform snow removal on and maintain the landscaping on the Council
32 Improvements defined in Section II, part 1 and Section II, part 4. Maplewood shall bear all other
33 responsibility for ownership and maintenance of the Council Improvements, lying within the

1 public right-of-way consisting of the 6 foot sidewalk and sidewalk plaza. Subsequent to the
2 completion of the Council Improvements, Ramsey County shall bear all responsibility for
3 ownership and maintenance of the County portion of the Council Improvements, lying within the
4 County roadways.

5
6 3. Maplewood hereby grants to Council the right to enter onto its property and any
7 easements and right-of-way that it may own or may have obtained for construction of the
8 Council Improvements.

9
10 4. Council hereby grants to Maplewood the right to enter onto any of its property,
11 easements and right-of-way related to the Council Improvements for the purpose of
12 Maplewood's inspections, maintenance and repairs of the Council Improvements as provided in
13 this Agreement or as provided by City Code or ordinance.

14
15
16 5. Council and Maplewood acknowledge and agree that, so long as the Parking
17 Ramp is used for transit purposes, pedestrian and vehicle access to the Parking Ramp shall be
18 open and available to Council and the public.

19
20 6. Council and Maplewood acknowledge and agree that the bituminous trail along
21 Beam Avenue and the concrete walk along Southlawn Drive shall be open and available to
22 Council and the public.

23
24 **VIII.**
25 **General Provisions.**
26

27 1. All records kept by Maplewood and Council with respect to the Council
28 Improvements shall be subject to examination by the representatives of each party hereto. All
29 data collected, created, received, maintained or disseminated for any purpose by the activities of
30 Maplewood and Council pursuant to this Agreement shall be governed by Minnesota Statutes,
31 Chapter 13, as amended and the Minnesota Rules implementing such act now in force or
32 hereinafter adopted.

Met Council Contract #13I031

1 2. The accounts and records of the Met. Council relating to the Council
2 Improvements shall be audited in the same manner as all other accounts and records of the
3 Council are audited. During the time of maintenance of information, authorized representatives
4 of Council, the Legislative Auditor and/or State Auditor in accordance with Minnesota Statutes,
5 section 16C.05, subdivision 5, the United States Secretary of Transportation, the FTA
6 Administrator, and the United States Comptroller General will have access to all such books,
7 records, documents, accounting practices and procedures, and other information for the purpose
8 of inspection, audit, and copying during normal business hours. Council will provide proper
9 facilities for such access and inspection.

10
11 3. All employees of Maplewood and all other persons engaged by Maplewood in the
12 performance of any work or services required or provided for herein to be performed by
13 Maplewood shall not be considered employees of Council and that any and all claims that may
14 arise under the Workers' Compensation Act or the Unemployment Compensation Act of the
15 State of Minnesota on behalf of said employee while so engaged, and any and all claims made by
16 any third party as a consequence of any act or omission on the part of said employees while so
17 engaged, on any of the work or services provided to be rendered herein, shall in no way be the
18 obligation or responsibility of Council.

19
20 4. All employees of Council and all other persons engaged by Council in the
21 performance of any work or services required or provided for herein to be performed by Council
22 shall not be considered employees of Maplewood and that any and all claims that may arise
23 under the Workers' Compensation Act or the Unemployment Compensation Act of the State of
24 Minnesota on behalf of said employee while so engaged, and any and all claims made by any
25 third party as a consequence of any act or omission on the part of said employees while so
26 engaged, on any of the work or services provided to be rendered herein, shall in no way be the
27 obligation or responsibility of Maplewood.

28
29 5. Each party agrees that it will be responsible for its own acts and results thereof, to
30 the extent authorized by law, and shall not be responsible for the acts of the other party and the
31 results thereof. Maplewood's and Council's liability is governed by the provisions of Minnesota
32 Statutes Chapter 466. Council and Maplewood each warrant that they are able to comply with

1 the aforementioned liability requirements through an insurance or self-insurance program and
2 have minimum coverage consistent with the liability limits contained in Minnesota Statutes
3 Chapter 466.

4
5 6. Council further agrees that any contract let by Council for the performance of the
6 Council Improvements as provided herein shall include clauses that will 1) require the
7 contractor to defend, indemnify, and save harmless Maplewood, its officers, agents and
8 employees from claims, suits, demands, damages, judgments, costs, interest, expenses, including,
9 without limitation, reasonable attorney fees, witness fees and disbursements incurred in defense
10 thereof arising out of or by reason of the negligence of said contractor, its officers, employees,
11 agents or subcontractors; 2) require the contractor to provide and maintain insurance as required
12 in the contract documents between Council and the contractor and to provide Maplewood with
13 Certificates of Insurance naming Maplewood as additional insured; and 3) require the contractor
14 to be an independent contractor for the purposes of completing the work provided for in this
15 Agreement.

16
17 7. Applicable provisions of Minnesota and federal law and any applicable local
18 ordinance relating to civil rights and discrimination and the Affirmative Action Policy Statement
19 of Maplewood and Council shall be considered a part of this Agreement as though fully set forth
20 herein.

21
22 8. The entire Agreement between the parties is contained herein. This Agreement
23 supersedes all oral agreements and negotiations between the parties relating to the subject matter
24 hereof. All items referred to in this Agreement are incorporated or attached and are deemed to
25 be part of this Agreement. Any alterations, variations, modifications, or waivers of provisions of
26 this Agreement shall only be valid when they have been reduced to writing as an amendment to
27 this Agreement signed by the parties hereto.

28
29 9. The covenants of this Agreement shall be binding upon and inure to the benefit of
30 the parties hereto, their successors and/or assigns.

Met Council Contract #13I031

1 10. Except as specifically addressed in this Agreement, nothing in this Agreement
2 shall be deemed or construed to modify or limit any statutory authority, exemptions, or legal
3 obligations or responsibilities of Council under State or Federal law or regulation.

4
5 11. Any notice or demand, which may be given or made by a party hereto, under the
6 terms of this Agreement or any statute or ordinance, shall be in writing and shall be sent certified
7 mail or delivered in person to the other party addressed as follows:

8
9 Metropolitan Council
10 Attn: Regional Administrator
11 390 Robert Street North
12 St. Paul, MN 55101

13
14 With copy to:

15
16 Metropolitan Council - Metro Transit
17 Attn: General Manager, Metro Transit
18 560 Sixth Avenue North
19 Minneapolis, MN 55411

20
21
22 City of Maplewood
23 City Engineer
24 1902 County Road B East
25 Maplewood, MN 55109

26
27
28
29 12. The Recitals are fully incorporated into and are considered to be fully part of this
30 Agreement.

31

1
2
3
4
5

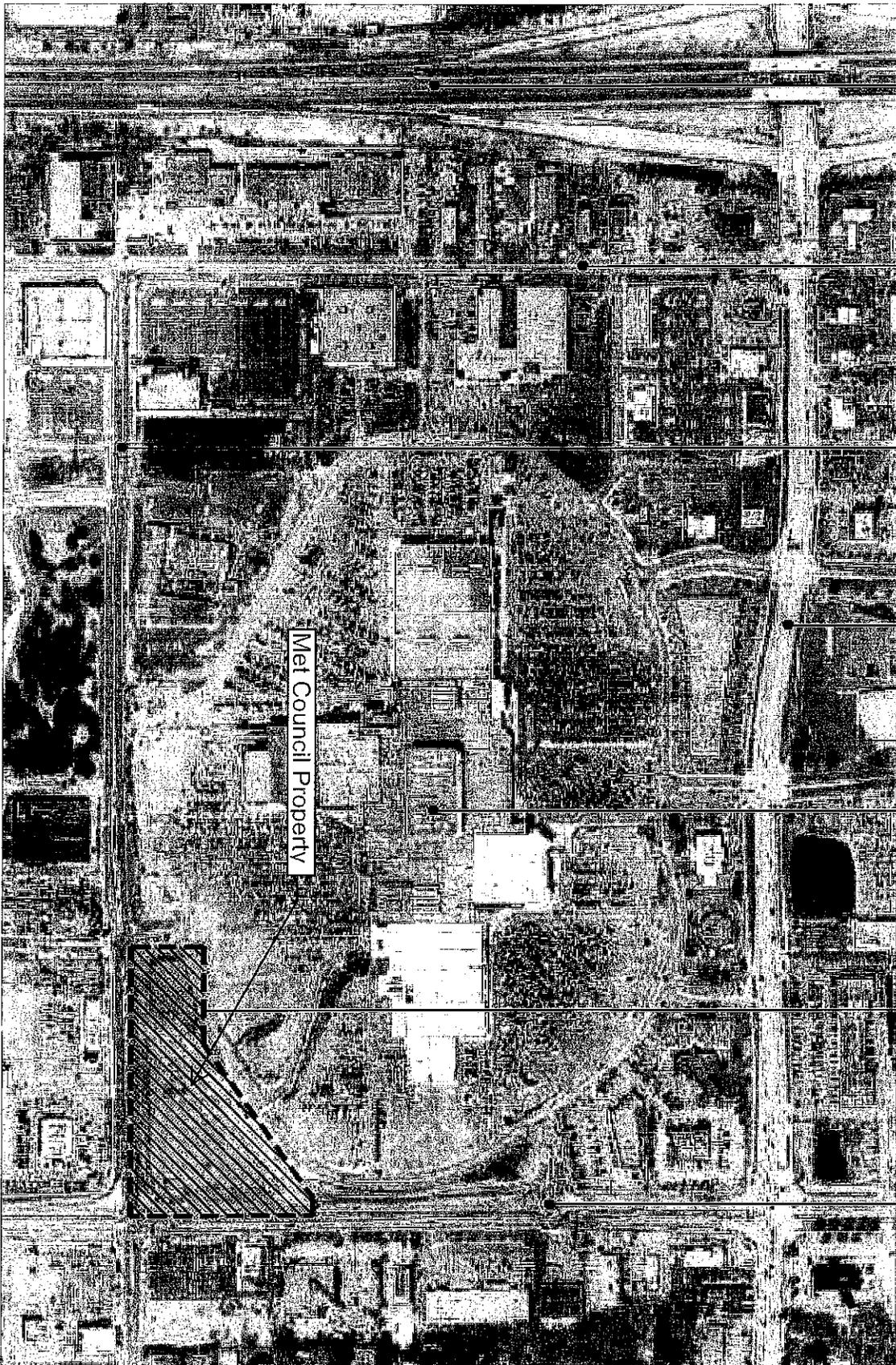
METROPOLITAN COUNCIL
a public corporation and political subdivision
of the State of Minnesota

By: 
Its: Regional Administrator
Date: 6.27.2013

6

LIST OF EXHIBITS

- | | |
|-----------|--|
| Exhibit A | Council Property |
| Exhibit B | Council Improvements - Sidewalk and Plaza Location |



HIGHWAY 694
COUNTY RD D
SOUTHLAWN DRIVE
WHITE BEAR AVENUE
MAPLEWOOD MALL
SITE
BEAM AVENUE

Met Council Property

EXHIBIT A

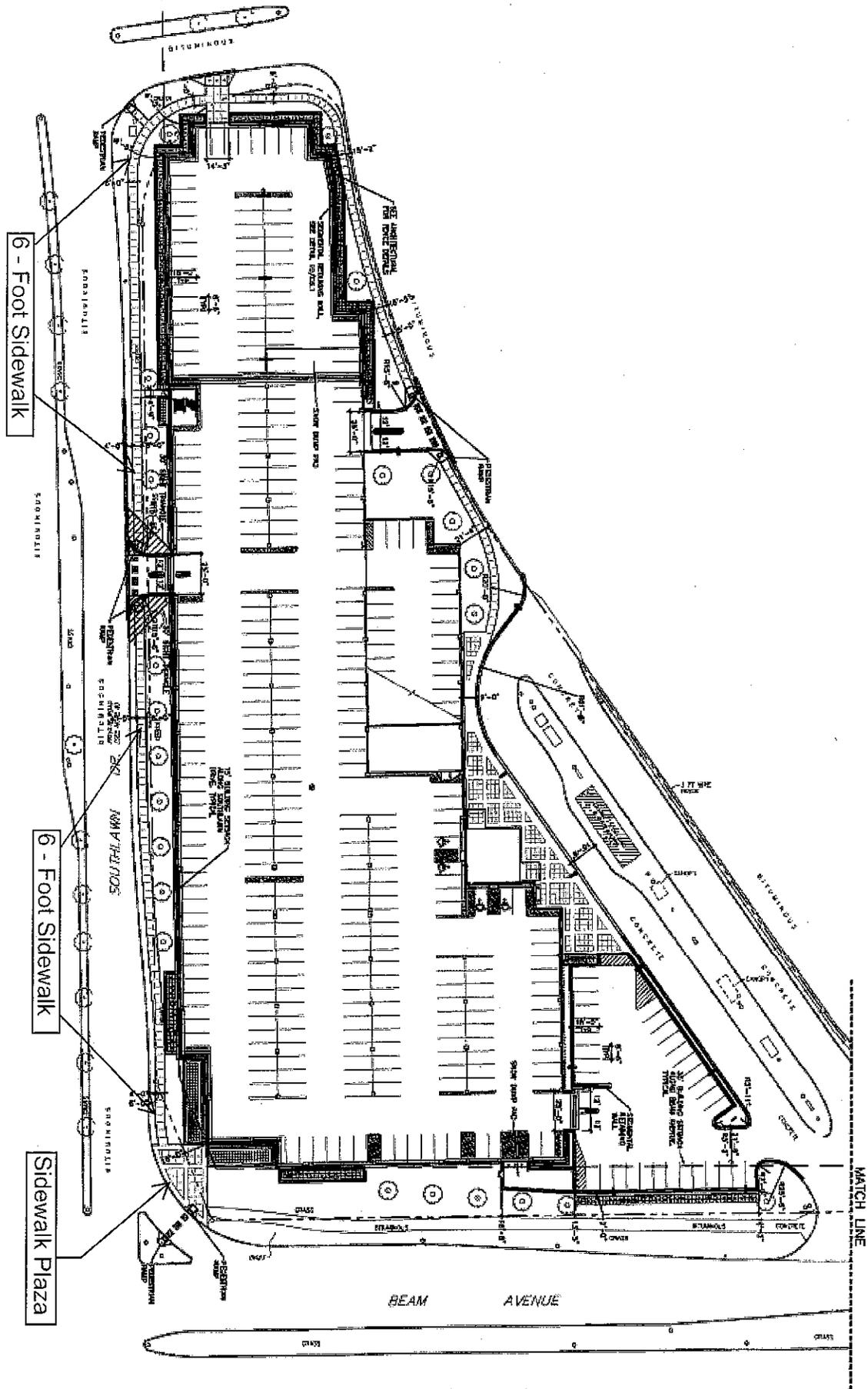


EXHIBIT B

AGENDA REPORT

TO: Chuck Ahl, City Manager
FROM: Michael Thompson, Director of Public Works/City Engineer
SUBJECT: **Approval of Resolution for Final Payment and Acceptance of Project, Maplewood Mall Sidewalk Improvements, City Project 11-09**
DATE: July 29, 2013

INTRODUCTION

The City Council will consider approving the attached resolution approving final payment and acceptance of the Maplewood Mall Sidewalk Improvements, City Project 11-09.

BACKGROUND

On September 26, 2011, the council awarded Urban Companies, LLC a construction contract for sidewalk improvements in the amount of \$165,775.00. There has been one change order to the contract to date with a revised approved contract total of \$203,300.00.

DISCUSSION

The contractor, Urban Companies, LLC, has completed the project improvements and the City Engineer is recommending final acceptance of the project. The final construction cost of the project is \$202,368.65.

BUDGET

No adjustments to the approved budget are needed at this time. 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 Maplewood Mall Sidewalk Improvements, City Project 11-09, Approving Final Payment and Acceptance of Project.

Attachments:

1. Resolution Approving Final Payment and Acceptance of Project
2. Final Payment Application

**RESOLUTION
APPROVING FINAL PAYMENT AND ACCEPTANCE OF PROJECT
PROJECT 11-09**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvements Project 11-09, Maplewood Mall Sidewalk Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, the City Engineer for the City of Maplewood has determined that the Maplewood Mall Sidewalk Improvements, City Project 11-09 is complete and recommends acceptance of the project.

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

- 1 City Project 11-09 is complete and maintenance of these improvements is accepted by the city; and the final construction cost is \$202,368.65. Final payment to Urban Companies, LLC and the release of any retainage or escrow is hereby authorized.

Adopted by the Maplewood City Council on this 12th day of August 2013.

APPLICATION FOR PAYMENT PAYMENT NO. 5 - FINAL

Contract: 11-09
 Owner: City of Maplewood
 Contractor: Urban Companies
 Project: Maplewood Mall Sidewalk Improvements
 KHA Job No. 160500029

Application Date: 7/23/2013
 For Period Ending: 6/30/2013

Original Contract Amount:	\$	165,775.00
Contract Amendments:	\$	37,525.00
Contract Amount to Date:	\$	203,300.00
Total Amount of Work Completed to Date:	\$	202,368.65
Material Stored On-Site but not in Work:	\$	-
Gross Amount Due to Date:	\$	202,368.65
Less 0.00% Retainage:	\$	-
Amount Due to Date:	\$	202,368.65
Less Previous Payments:	\$	183,339.22
Total Due This Application:	\$	19,029.43

I hereby certify that all items and amounts shown are correct for the work completed to-date.	
Contractor: URBAN COMPANIES	
By:	Date: 7/25/13
The Work on this project and application for payment have been reviewed and the amount shown is recommended for payment.	
Engineer: KIMLEY-HORN AND ASSOCIATES, INC.	
By:	Date:
APPROVED FOR PAYMENT Owner: CITY OF MAPLEWOOD	
By:	Date:

PAYMENT NO. 5 - FINAL

Contract: 11-09
 Owner: City of Maplewood
 Contractor: Urban Companies
 Project: Maplewood Mall Sidewalk Improvements
 KHA Job No. 160500029

Schedule: A
 Description: SIDEWALK IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 3,500.00	\$ 3,500.00	1	\$ 3,500.00
2	2101.502	CLEARING	TREE	22	\$ 125.00	\$ 2,750.00	23	\$ 2,875.00
3	2101.507	GRUBBING	TREE	22	\$ 125.00	\$ 2,750.00	24	\$ 3,000.00
4	2104.501	REMOVE CONCRETE CURB	LIN FT	450	\$ 12.00	\$ 5,400.00	97	\$ 1,164.00
5	2104.503	REMOVE CONCRETE WALK	SQ FT	150	\$ 7.00	\$ 1,050.00		\$ -
6	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	120	\$ 10.00	\$ 1,200.00	73	\$ 730.00
7	2104.523	SALVAGE SIGN	EACH	4	\$ 150.00	\$ 600.00	5	\$ 750.00
8	2104.601	REMOVE WOODEN LANDSCAPE	LUMP SUM	1	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
9	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	20	\$ 100.00	\$ 2,000.00		\$ -
10	2130.501	WATER FOR TURF ESTABLISHMENT	MGAL	20	\$ 50.00	\$ 1,000.00	0.15	\$ 7.50
11	2231.604	BITUMINOUS PATCH SPECIAL	SQ YD	120	\$ 60.00	\$ 7,200.00	73	\$ 4,380.00
12	2411.618	MODULAR BLOCK RETAINING WALL (DRY CAST)	SQ FT	250	\$ 25.00	\$ 6,250.00	451	\$ 11,275.00
13	2521.618	4" CONCRETE WALK (TYPE 3Y32)	SQ FT	20500	\$ 4.55	\$ 93,275.00	20523	\$ 93,379.65
14	2531.501	CONCRETE CURB & GUTTER (HAND POUR)	LIN FT	450	\$ 25.00	\$ 11,250.00	497	\$ 12,425.00
15	2531.602	PEDESTRIAN CURB RAMP (MnDOT STD PLATE 7036G)	EACH	25	\$ 550.00	\$ 13,750.00	21	\$ 11,550.00
16	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00
17	2564.537	INSTALL SIGN	EACH	4	\$ 100.00	\$ 400.00	5	\$ 500.00
18	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	1500	\$ 3.50	\$ 5,250.00	1345	\$ 4,707.50
19	2573.530	STORM DRAIN INLET PROTECTION	EACH	8	\$ 200.00	\$ 1,600.00	8	\$ 1,600.00
20	2575.505	SODDING, TYPE LAWN	SQ YD	5000	\$ 5.00	\$ 25,000.00	6675	\$ 33,375.00
21	2582.503	CROSS WALK MARKING - PAINT	SQ FT	1100	\$ 1.75	\$ 1,925.00		\$ -

Schedule A Subtotal: \$ 189,650.00 \$ 188,718.65

Schedule: CO #1
 Description: Change Order No. 1

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1		PREVAILING WAGE INCREASE	LUMP SUM	1	\$ 13,650.00	\$ 13,650.00	1	\$ 13,650.00

Schedule CO#1 Subtotal: \$ 13,650.00 \$ 13,650.00

BID SUMMARY

Contract:
 Owner: City of Maplewood
 Contractor: Urban Companies
 Project: Maplewood Mall Sidewalk Improvements

Schedule	Description
A	SIDEWALK IMPROVEMENTS
CO #1	CHANGE ORDER NO. 1

Contract Amount	To-Date Amount
\$ 189,650.00	\$ 188,718.65
\$ 13,650.00	\$ 13,650.00

Total Bid Amount \$ 203,300.00 \$ 202,368.65

PAYMENT HISTORY

Payment No.	Payment End-Date	Payment Application Date	Amount
1	7/31/2012	8/6/2012	\$ 29,267.13
2	8/31/2012	9/10/2012	\$ 71,186.91
3	11/30/2012	12/26/2012	\$ 57,030.93
4	12/31/2012	2/26/2013	\$ 25,854.25
5	6/30/2013	7/23/2013	\$ 19,029.43
6			
7			
8			
Total Payments:			\$ 202,368.65

MINNESOTA · REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 2-029-266-688
Submitted Date and Time: 26-Jul-2013 11:23:52 AM
Legal Name: GREGORY J URBAN
Social Security Number: ***-**-9939
User Who Submitted: gurban
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1824686080
Account Number: 7739497
Project Owner: CITY OF MAPLEWOOD
Project Number: 1
Project Begin Date: 04-Jun-2012
Project End Date: 19-Jun-2013
Project Location: MAPLEWOOD
Project Amount: \$202,368.65

Subcontractor Summary

Name	ID	Affidavit Number
CR FISCHER	1605604	1543307264

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at (Metro Area) 651-282-9999, (Greater Minnesota) 800-657-3594, (TTY Users) Call 711 for Minnesota Relay, or (email) Withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

How to View and Print this Request

You can see copies of your requests by going to the History Tab.

Please [print this confirmation page](#) for your records using the print or save functionality built into your

MINNESOTA REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 1-662-139-136
Submitted Date and Time: 15-Jul-2013 10:00:15 AM
Legal Name: C R FISCHER & SONS INC
Federal Employer ID: 41-1716349
User Who Submitted: crfischer
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1543307264
Account Number: 1605604
Project Owner: CITY OF MAPLEWOOD
Project Number: 11-09
Project Begin Date: 01-Aug-2012
Project End Date: 30-Jun-2013
Project Location: MAPLEWOOD MALL SIDEWALK IMPROVEMENTS
Project Amount: \$72,352.50
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at (Metro Area) 651-282-9999, (Greater Minnesota) 800-657-3594, (TTY Users) Call 711 for Minnesota Relay, or (email) Withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

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Please [print this confirmation page](#) for your records using the print or save functionality built into your browser.

AGENDA REPORT

TO: Chuck Ahl, City Manager
FROM: Michael Thompson, Public Works Director/City Engineer
SUBJECT: **Approval of a Resolution Directing Modification of Existing Construction Contract, Change Order No. 3, TH 36/English Street Interchange Improvements, City Project 09-08**
DATE: August 6, 2013

INTRODUCTION

The City Council will consider approving the attached resolution directing the modification of the existing construction contract for the TH 36/English Street Interchange Improvements, Change Order No.3, City Project 09-08.

BACKGROUND

The council awarded a construction contract to Forest Lake Contracting, Inc. for the Trunk Highway 36/English Street Interchange Improvements, City Project 09-08, on January 28, 2013 in the amount of \$16,577,185.42. There have been two change orders to date in the total amount of \$95,765.83 with a revised approved contract total of \$16,672,951.25.

DISCUSSION

The following is a summary of the work included in Change Order No. 3.

Minor Extra Work Order #12 – Truck Utilities Security During Storm Sewer Construction

The contract includes storm sewer construction through the Truck Utilities property along Gervais Avenue. The existing security fence surrounding the property needed to be removed during the storm sewer construction which required the Contractor to provide security guards to monitor the property.

The contractor submitted labor costs to provide security guards to monitor the Truck Utilities property during the storm sewer construction.

Minor Extra Work Order #12 will be funded by State funds.

Minor Extra Work Order #13 – Additional Utility Crew Time Due to Gas Main Conflict on County Road B

The contract includes storm sewer construction along County Road B east of TH 61. During this construction, a conflict was discovered with an existing 20" gas main. The contractor's utility crew was required to stop work until a solution could be determined.

The contractor submitted labor and equipment costs for their loss in utility crew time due to this unforeseen utility conflict.

Minor Extra Work Order #13 will be funded by County State Aid (CSAH), Municipal State Aid (MSAS)

and Federal funds.

Minor Extra Work Order #14 – Water Main Offset For Storm Sewer Construction on Gervais Avenue

The contract includes storm sewer construction from the Truck Utilities property to Gerten Pond. During this construction, the contractor discovered a conflict with the existing water main and the proposed storm sewer crossing at Gervais Avenue. The contractor was directed to perform an offset of the existing 16" water main to accommodate the proposed storm sewer construction.

The contractor submitted material, labor and equipment costs to perform the water main offset.

Minor Extra Work Order #14 will be funded by Federal and Municipal State Aid (MSAS) funds.

Minor Extra Work Order #15 – Sanitary Sewer Service at Keller Lake Convenience Store

The contract includes the reconstruction of County Road B adjacent to the Keller Lake Convenience Store. During this construction, City staff determined that the existing sanitary sewer service to this property was in poor condition and in need of replacement. The contractor was directed to replace this sanitary sewer service within the County Road B right-of-way.

The contractor submitted material, labor and equipment costs to replace this sanitary sewer service.

Minor Extra Work Order #15 will be funded by City funds.

Minor Extra Work Order #16 – Temporary Fence at Truck Utilities Property Construction

The contract includes storm sewer construction through the Truck Utilities property adjacent to Gervais Avenue. The existing security fence surrounding the property needed to be removed during the storm sewer construction. Once the storm sewer construction was completed, the contractor was directed to install a temporary fence to secure the property until a permanent fence could be installed.

The contractor submitted material, labor and equipment costs to install this temporary fence to secure the Truck Utilities property.

Minor Extra Work Order #16 will be funded by State funds.

Minor Extra Work Order #17 – Storm Sewer Connection at County Road B and Birmingham Street

The contract includes trail construction along County Road B at Birmingham Street. During this construction, City staff determined the need to locate the existing storm sewer in this area and connect the proposed storm sewer to the existing system. The contractor was requested to search for the existing storm sewer and make the connection to the proposed storm sewer system in this area.

The contractor submitted material, labor and equipment costs to search for the existing storm sewer system and make the connection to the proposed storm sewer.

Minor Extra Work Order #17 will be funded by Municipal State Aid (MSAS) funds.

Minor Extra Work Order #18 – Storm Sewer Conflict with Noise Wall

The contract includes noise wall construction along the frontage road on the east side of TH 61 north of

County Road B. During this construction, it was discovered that the storm sewer under the proposed noise wall was in conflict with a noise wall post location. The contractor was directed to relocate the storm sewer to avoid the conflict with the noise wall.

The contractor submitted material, labor and equipment costs to relocate the storm sewer to avoid the conflict with the proposed noise wall.

Minor Extra Work Order #18 will be funded by County State Aid (CSAH), Municipal State Aid (MSAS) and Federal funds.

Minor Extra Work Order #19 – Additional Pedestrian Improvements at TH 61 and County Road B

The contract includes modifications to the existing signal system at TH 61 and County Road B. After the plans were approved, MnDOT requested the addition of pedestrian improvements on the east side of this intersection to allow for a crossing of County Road B on the east side of TH 61. The contractor was directed to perform this additional work.

The contractor submitted material, labor and equipment costs for the additional pedestrian improvements at the TH 61 and County Road B intersection.

Minor Extra Work Order #19 will be funded by County State Aid (CSAH), Municipal State Aid (MSAS) and Federal funds.

Minor Extra Work Order #20 – Existing Water Main Casing Removal

The contract includes various water main improvements throughout the project area. During the project construction, existing water main casings were discovered that were not identified on the plans. St. Paul Regional Water Services (SPRWS) requested that the contractor remove these water main casings. The contractor was directed to perform this work.

The contractor submitted material, labor and equipment costs for the removal of these existing water main casings on the project.

Minor Extra Work Order #20 will be funded by City funds that will be reimbursed by SPRWS.

Minor Extra Work Order #21 – Additional Sanitary Sewer Services along Gervais Avenue

The contract includes the reconstruction of Gervais Avenue from Viking Drive to Barclay Street. During this construction, City staff determined that it was advantageous to install two new sanitary sewer services to adjacent commercial properties along Gervais Avenue to accommodate future redevelopment of these properties. The contractor was directed to perform this work.

The contractor submitted material, labor and equipment costs to install additional sanitary sewer services along Gervais Avenue.

Minor Extra Work Order #21 will be funded by City funds.

Minor Extra Work Order #22 – Removal of Sanitary Sewer Force Main at Bruce Vento Trail Bridge

The contract includes the construction of a new bridge across TH 36 for the Bruce Vento Trail. During the excavation for the bridge abutments, it was discovered that an abandoned MCES sanitary sewer force

main was in conflict with the proposed construction. The contractor was directed to remove this abandon force main.

The contractor submitted material, labor and equipment costs to remove the sanitary sewer force main.

Minor Extra Work Order #22 will be funded by Federal, State, and Municipal State Aid (MSAS) funds.

Minor Extra Work Order #23 – Menard’s Storm Sewer Connection

The contract includes storm sewer improvements along the frontage road adjacent to the Menard’s property east of TH 61. During this construction, an existing storm sewer was discovered that provided drainage from the Menard’s property. The contractor was directed to connect this existing storm sewer into the proposed storm sewer system.

The contractor submitted material, labor and equipment costs for the Menard’s storm sewer connection.

Minor Extra Work Order #23 will be funded by County State Aid (CSAH), Municipal State Aid (MSAS) and Federal funds.

Minor Extra Work Order #24 – Truck Utilities Security Fence Removal

The contract includes storm sewer improvements on the Truck Utilities property located adjacent to Gervais Avenue. During this construction, it was determined that the existing security fence on the truck utilities site needed to be removed to construct portions of the proposed storm sewer system. The contractor was directed to perform this work.

The contractor submitted material, labor and equipment costs to remove the security fence on the Truck Utilities property.

Minor Extra Work Order #24 will be funded by State funds.

A summary of the costs included in Change Order No. 3 are as follows:

Minor Extra Work Order #12 – Truck Utilities Security	\$ 776.20
Minor Extra Work Order #13 – Gas Main Conflict	\$ 501.73
Minor Extra Work Order #14 – Water Main Offset	\$16,311.24
Minor Extra Work Order #15 – Cty Road B Sanitary Sewer Service	\$ 3,355.08
Minor Extra Work Order #16 – Temporary Security Fence	\$ 570.48
Minor Extra Work Order #17 – Existing Storm Sewer Connection	\$ 1,255.30
Minor Extra Work Order #18 – Noise Wall Storm Sewer Conflict	\$ 635.04
Minor Extra Work Order #19 – TH 61/Cty Road B Pedestrian Imp.	\$ 3,103.44
Minor Extra Work Order #20 – Water Main Casing Removal	\$ 3,105.96
Minor Extra Work Order #21 – Gervais Ave. Sanitary Sewer Services	\$ 9,587.93
Minor Extra Work Order #22 – Sanitary Sewer Force Main Removal	\$ 4,321.83
Minor Extra Work Order #23 – Menard’s Storm Sewer Connection	\$ 1,034.87
<u>Minor Extra Work Order #24 – Fence Removal</u>	<u>\$ 993.05</u>
Net Contract Increase	\$45,552.15

BUDGET

Approval of Change Order No. 3 will increase the project construction contract amount by \$45,552.15 from \$16,672,951.25 to \$16,718,503.40. No adjustment to the approved \$23 million budget is needed.

RECOMMENDATION

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 3, for the Highway 36/English Street Interchange Improvements, City Project 09-08.

Attachments:

1. Resolution Directing Modification of Existing Construction Contract, Change Order No. 3
2. Change Order No. 3

RESOLUTION
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT
PROJECT 09-08, CHANGE ORDER NO. 3

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvements Project 09-08, Highway 36/English Street Interchange Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Improvement Project 09-08, Change Order No. 3.

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

1. The mayor and city engineer are hereby authorized and directed to modify the existing contract by executing said Change Order No. 3 which is an increase of \$45,552.15.

The revised contract amount is \$16,718,503.40.

Adopted by the Maplewood City Council on this 12th day of August 2013.

**CHANGE ORDER
CITY OF MAPLEWOOD
DEPARTMENT OF PUBLIC WORKS**

PROJECT NAME: Highway 36/English Street Interchange Improvements
PROJECT NO: City Project 09-08, S.P. 138-010-018, S.P. 138-010-012,
 S.P. 138-104-008, S.P. 138-110-004, S.P. 138-153-001,
 S.P. 138-153-001, S.P. 138-154-001, S.A.P. 062-625-036
CONTRACTOR: Forest Lake Contracting, Inc.
CHANGE ORDER NO.: Three (3)
DATE: July 30, 2013

The following changes shall be made in the contract documents:

ADD BID SCHEDULE CO #3 – CHANGE ORDER NO. 3

Item No.	Item Description	Unit	Quantity	Unit Price	Amount
1	Minor Extra Work Order #12	LS	1	\$776.20	\$776.20
2	Minor Extra Work Order #13	LS	1	\$501.73	\$501.73
3	Minor Extra Work Order #14	LS	1	\$16,311.24	\$16,311.24
4	Minor Extra Work Order #15	LS	1	\$3,355.08	\$3,355.08
5	Minor Extra Work Order #16	LS	1	\$570.48	\$570.48
6	Minor Extra Work Order #17	LS	1	\$1,255.30	\$1,255.30
7	Minor Extra Work Order #18	LS	1	\$635.04	\$635.04
8	Minor Extra Work Order #19	LS	1	\$3,103.44	\$3,103.44
9	Minor Extra Work Order #20	LS	1	\$3,105.96	\$3,105.96
10	Minor Extra Work Order #21	LS	1	\$9,587.93	\$9,587.93
11	Minor Extra Work Order #22	LS	1	\$4,321.83	\$4,321.83
12	Minor Extra Work Order #23	LS	1	\$1,034.87	\$1,034.87
13	Minor Extra Work Order #24	LS	1	\$993.05	\$993.05
TOTAL SCHEDULE CO #3					\$45,552.15

TOTAL NET CHANGE ORDER NO. 3 **\$45,552.15**

CONTRACT STATUS:

Original Contract:	\$16,577,185.42
Net Change of Prior Change:	\$95,765.83
Change this Change Order:	\$45,552.15
Revised Contract:	\$16,718,503.40

Recommended By: Minnesota Department of Transportation

By: _____ Date: _____

Agreed to By: Forest Lake Contracting, Inc.

By: _____ Date: _____

Approved By: City of Maplewood

By: _____ Date: _____

Mayor

By: _____ Date: _____

City Engineer

AGENDA REPORT

TO: Charles Ahl, City Manager
FROM: DuWayne Konewko, Parks and Recreation Director
Ron Horwath, MCC Operations Manager
SUBJ: **Consider Approval of Contract between the City of Maplewood and ISD 622 for Aquatic Programming Services**
DATE: August 4, 2013 – for council meeting on August 12, 2013

INTRODUCTION

The City of Maplewood and Independent School District 622 Community Education (ISD 622) are entering into a contract to work cooperatively to provide aquatic program services to the community at large. The City of Maplewood will provide services to assist in the management and supervision of the ISD 622 swim lessons, water exercise programs and open swim. Attached is the proposed contract for council's review and consideration. The city attorney has reviewed and approved the language in the proposed contract. This is the third year Maplewood has provided these services to ISD 622. Representatives from ISD 622 are very pleased with the level of services and the partnership that has developed between the City of Maplewood and the School District.

RECOMMENDATION

Staff recommends council approve the contract between the City of Maplewood and ISD 622 for aquatic programming services and authorizes the City Manager to execute contract.

ATTACHMENTS:

1. Proposed contract between the City of Maplewood and Independent School District 622 for Aquatic Programming Services.

**CONTRACT FOR SERVICES between ISD 622 Community Education
and the City of Maplewood**

Name of Contractor: City of Maplewood; Maplewood Community Center (MCC)

Address: 2100 White Bear Avenue, Maplewood, MN 55109

Dates of Service: August 4, 2013 – August 3, 2014

Times: Varies based on swim lessons schedules

Description of Services: The direct supervision of ISD 622 Aquatics staff and coordination of swimming lessons and water fitness classes to include:

ISD 622 Community Education Stipulations

- The City of Maplewood will plan, schedule, train, supervise and evaluate the 622 fall, winter, spring and summer sessions of swimming lessons and water exercise classes.
- The City of Maplewood will schedule lifeguards for ISD 622 pool rentals and other special events such as St. Peter's Catholic School Swim Team, North High SCUBA, Girls *Swim* Night Out, Landfall Swim Lessons, Adaptive Aquatics, and other private rentals and parties.
- The City of Maplewood will schedule Water Safety Instructors for Landfall Swim Lessons and for other special requests from ISD 622 Community Education Coordinator.
- The City of Maplewood will collaborate with 622 Community Education Coordinator regarding 622 swimming lesson/water exercise class fees, equipment needs, scheduling, staffing, payroll and evaluation.
- Current ISD 622 employees will remain employees of ISD 622 for duration of this contract. The contractor will approve time sheets & submit to ISD 622 for payment. When additional staff is required, they will be hired as ISD 622 employees and paid at District 622 rates.

The City of Maplewood Stipulations

- ISD 622 Community Education will pay for a certified lifeguard to be on the deck during all swim lessons. This is to ensure optimum patron safety.
- ISD 622 Community Education will pay Water Safety Instructors and Water Safety Aides for swim lessons.
- ISD 622 Community Education will pay Instructors for Water Fitness and Cardio Water Workout classes.
- The Maplewood Community Center may use 622 pools for purposes of conducting Red Cross Lifeguarding, Water Safety Instructor and re-certification courses. These trainings will be conducted at times that least interferes with other programs such as swim lessons and water fitness classes and can be for the benefit of both ISD 622 and City of Maplewood programs; some of these programs may be offered to the public.
- Training sessions for both 622 and City of Maplewood staff may be conducted at any of the available pools or facilities including MCC and may be conducted jointly with 622 and MCC staff. Staff will be paid by their respective employers for such required trainings.
- Current City of Maplewood employees will remain employees of Maplewood for duration of this contract. When additional staff is required, City of Maplewood staff can be hired as ISD 622

employees and paid at District 622 rates. The contractor will approve time sheets & submit to ISD 622 for payment.

- The City of Maplewood and ISD 622 Community Education mutually agree to indemnify and hold each other harmless for any and all occurrences relating to coordination, supervision, management, instruction, lifeguarding, and all other relevant issues relating to the coordination and operation of a comprehensive aquatics program.

The City of Maplewood and ISD 622 Community Education shall list each other as additional insured for all aquatic related activities. All insurance policies and/or agreements relating to aquatic related activities must be reviewed and approved by the respective attorneys, City Manager for the City of Maplewood and Community Education Director for ISD 622 Community Education.

All insurance policies and/or agreements relating to aquatic-related activities shall require that the issuer notify the City of Maplewood and ISD 622 Community Education per MN State Statute 60A.35-.38 of any policy cancellation or non-renewal.

- Both parties agree to discuss extension of this contract in May, 2014.
- Contract expires on August 3, 2014.

Location of Services: John Glenn Middle School Pool, Skyview Community School Pool and, on a limited basis, Maplewood Middle School Pool

Total amount to be paid by ISD 622 Community Education to the City of Maplewood: \$33,600

This is a contract between Independent School District No. 622 and the contractor as specified above. It is agreed that the City of Maplewood will invoice ISD 622 Community Education for the amount of \$8,250 on (9/30/13, 12/31/13, 3/31/14, and 6/30/14). Either party may terminate this Contract upon giving the other party a ninety (90) day written notice. The contractor is accountable to Linda Napoli, the ISD 622 Community Education Facility Use/Aquatic Coordinator.

Chuck Ericksen: _____ Date: _____
ISD 622 Community Education Director

Linda Napoli: _____ Date: _____
ISD 622 Community Education Manager

Chuck Ahl: _____ Date: _____
City of Maplewood City Manager

DuWayne Konewko: _____ Date: _____
City of Maplewood Parks and Recreation Director

MEMORANDUM

TO: Charles Ahl, City Manager
 FROM: Michael Martin, AICP, Planner
 David Fisher, Interim Community Development Director
 SUBJECT: **Conditional Use Permit Review – Beaver Lake Town Houses**
 LOCATION: Maryland Avenue and Lakewood Drive
 DATE: August 6, 2013

INTRODUCTION

The conditional use permit (CUP) for the planned unit development (PUD) for the Beaver Lake Town Houses is due for its annual review.

BACKGROUND

On May 28, 2002, the city council made several approvals for the Beaver Lake Town Houses. These included:

1. A conditional use permit (CUP) for a planned unit development (PUD) for a 148-unit housing development. The applicant requested the CUP because Section 44-1250 of the city code (shoreland district regulations) requires a PUD for developments with buildings having more than four units when the site is in the shoreland district of a lake. In this case, the site is in the shoreland district of Beaver Lake and will have a mix of housing with 40 single-family detached townhomes and 108 rental units in 11 8-unit and 5 4-unit buildings. In addition, having a PUD gives the city and developer a chance to be more flexible with site design and development details (such as setbacks and street right-of-way and pavement widths) than the standard city requirements would normally allow. (See the approved site plan attached)
2. Street right-of-way and easement vacations. These were for the unused street right-of-ways and easements on the site.
3. A preliminary plat to create the lots in the development.
4. Authorization for city staff to spend city open space funds and to use a \$150,000 DNR grant to buy about 8.9 acres of the project site for park and open space purposes.

(See the city council minutes attached)

On July 9, 2002, the community design review board (CDRB) approved the proposed design plans (architectural, landscaping, etc.) for the development. Mr. Emmerich appealed to the city council a part of the CDRB's approval about brick on the exteriors of the four and eight-unit buildings. (See the CDRB minutes attached)

On August 12, 2002, the city council approved Mr. Emmerich's appeal of the CDRB's condition about adding more brick to the four and eight-unit buildings within the site. (That is, the city will not be requiring Mr. Emmerich to add more brick to the buildings as the CDRB required.)

On August 26, 2002, the city council awarded the contract for the construction of the Beaver Lake sanitary sewer improvement project to Barbarosoa and Sons, Inc. They completed this sewer project in December 2002.

On November 13, 2002, the city council approved the first final plat for the Beaver Lake Town Houses.

This plat created six lots for detached town houses along Maryland Avenue, several outlots for future phases of the development and the park area along the creek in the center of the site.

On March 31, 2003, the city council approved the second final plat for the Beaver Lake Town homes. This plat created 16 lots for detached town houses in the area west of Sterling Street and south of the creek corridor.

On June 9, 2003, the city council reviewed the conditional use permit (CUP) for the planned unit development (PUD) for this development and agreed to review it again in one year.

On September 8, 2003, the city council approved the Beaver Lake Townhomes Third Addition final plat. This plat created 18 lots for detached town houses in the area west of the creek and east of Lakewood Drive.

On June 28, 2004, the city council reviewed the conditional use permit (CUP) for the planned unit development (PUD) for this development and agreed to review it again in one year.

On June 13, 2005, June 26, 2006, June 11, 2007 and January 14, 2008 the city council reviewed the conditional use permit for this property.

On March 24, 2008, the city council approved the final plat for the Beaver Lake Fourth and Fifth Additions. These final plats created new lots for the construction of new units from former outlots.

On June 23, 2008, staff presented to the city council the landscape and tree plans for Beaver Lake Townhomes.

On April 27, 2009, the city council tabled the CUP review until its next meeting so that staff could provide more information.

On May 11, 2009, the city council reviewed the conditional use permit (CUP) for the planned unit development (PUD) for this development and agreed to have the CUP brought back to the council in three months to report on erosion, garbage and restoration issues. The city council also approved a revision to the CUP allowing for minimum street widths to be 27'4" when parking occurs on one side of the road.

August 10, 2009, August 9, 2010, August 8, 2011 and August 12, 2012 the city council reviewed the conditional use permit for this property and agreed to review it again in one year.

DISCUSSION

The second stage of this development, construction of the apartments, is complete. The site is currently receiving its final layer of pavement to complete the streets surrounding the apartments. During staff's inspection, trees were found dead throughout the site and need to be replaced. Staff is recommending reviewing the permit in one year to ensure the site construction is completed and the dead trees are replaced.

RECOMMENDATIONS

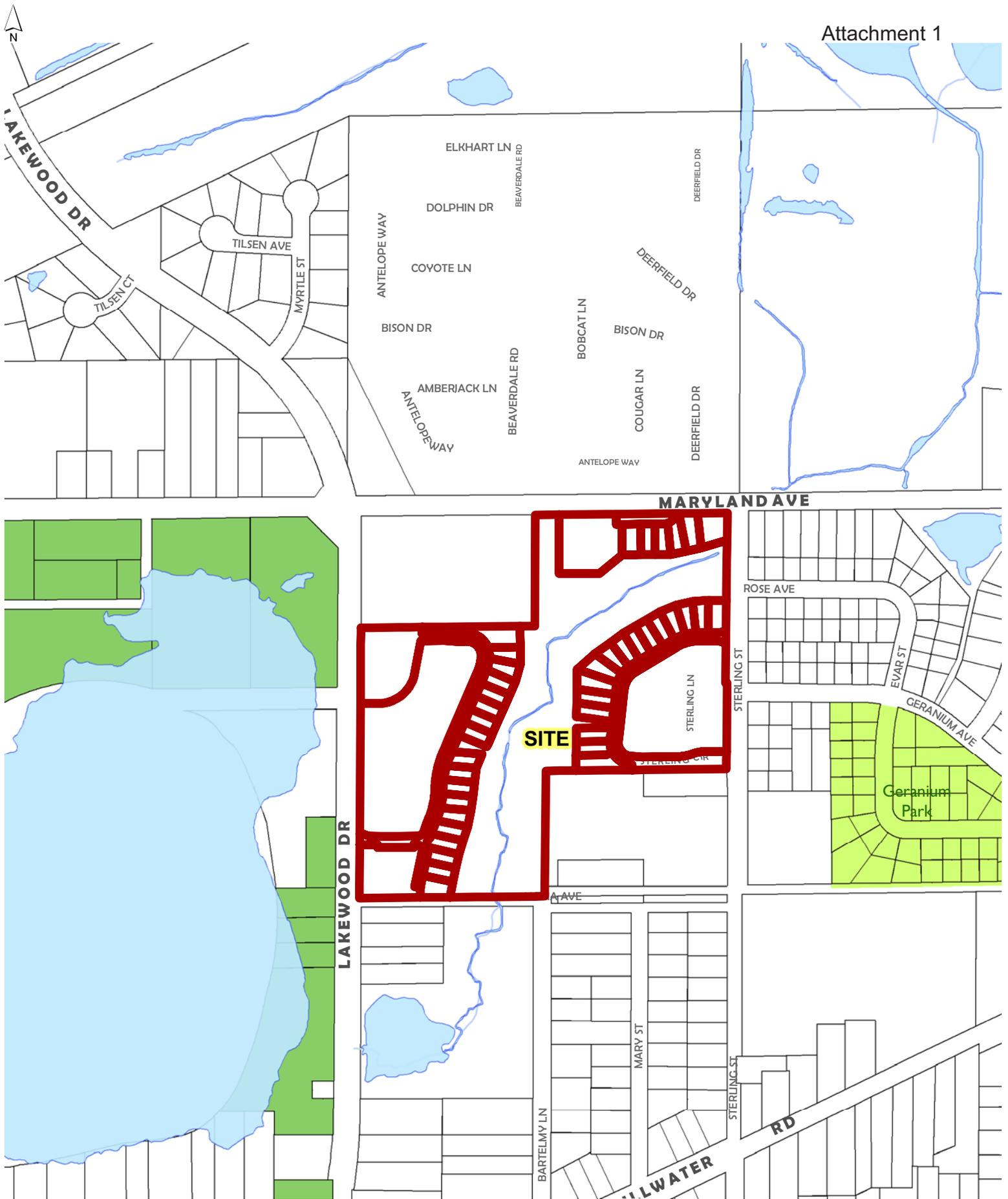
Review the conditional use permit for the planned unit development for the Beaver Lake Town Houses at Maryland Avenue and Lakewood Drive again in one year or sooner if the owner proposes a major

change to the site or to the project plans.

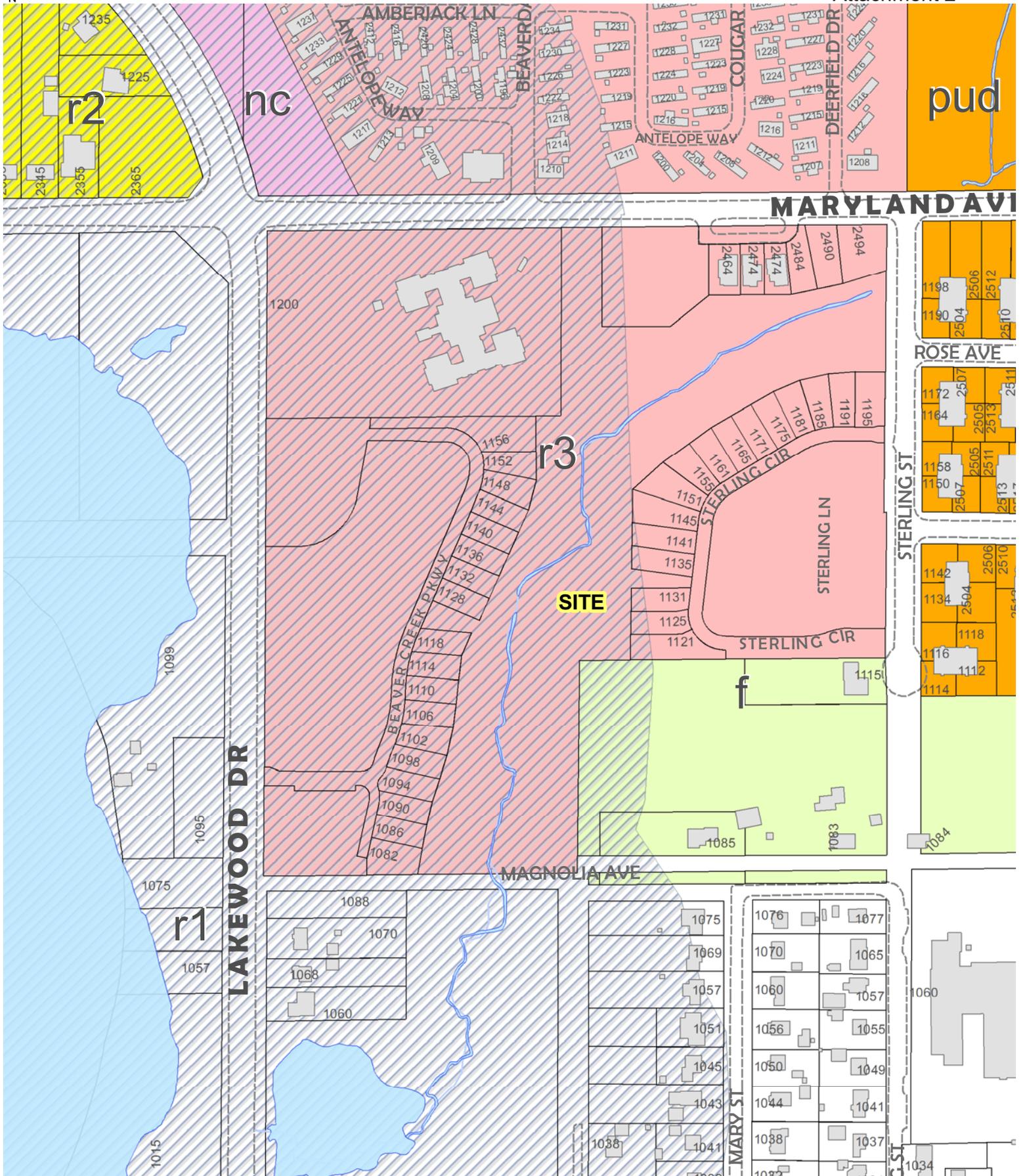
p:sec25/Beaver Lake TH CUP Review_081213

Attachments:

1. Location Map
2. Property Line/Zoning Map
3. Site Plan
4. May 28, 2002 City Council Minutes
5. July 9, 2002 CDRB minutes
6. May 11, 2009 City Council Minutes
7. Building Elevations and Details

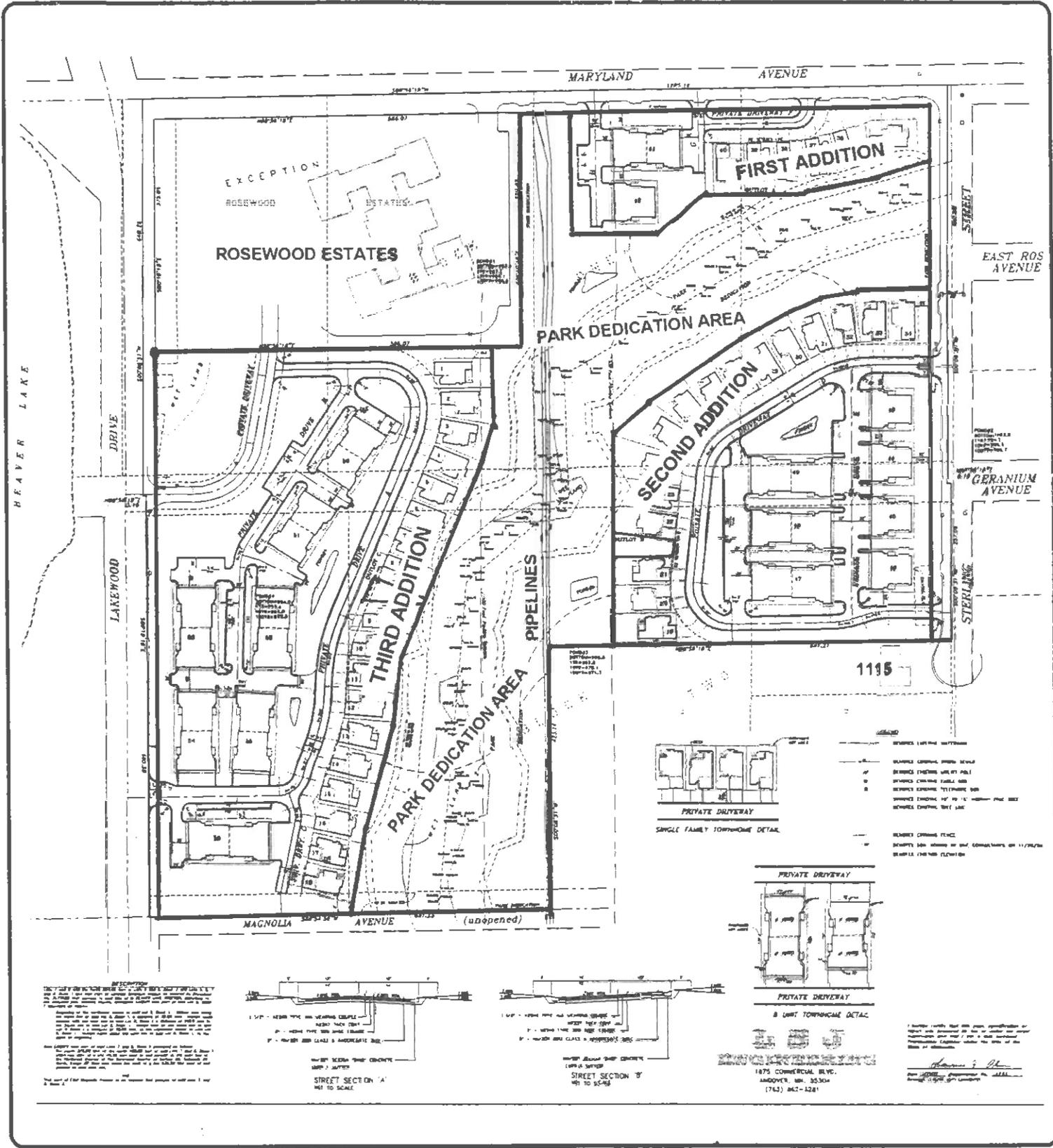


Location Map
Beaver Lake Townhomes



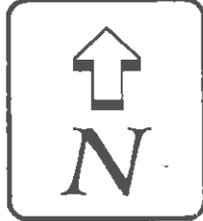
Zoning Map

Beaver Lake Townhomes



SITE PLAN
BEAVER LAKE TOWNHOMES

3-12-02



MINUTES
MAPLEWOOD CITY COUNCIL
7:00 P.M., Tuesday, May 28, 2002
Council Chambers, Municipal Building
Meeting No. 02-11

A. CALL TO ORDER:

A meeting of the City Council was held in the Council Chambers, at the Municipal Building, and was called to order at 7:07 P.M. by Mayor Cardinal.

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

Robert Cardinal, Mayor	Present
Kenneth V. Collins, Councilmember	Present
Kathleen Juenemann, Councilmember	Present
Marvin C. Koppen, Councilmember	Present
Julie A. Wasiluk, Councilmember	Present

2. 9:33 Beaver Lake Townhomes (Lakewood Drive and Maryland Avenue)
- A. Conditional Use Permit for a Planned Unit Development (PUD)
 - B. Street Right-Of-Way and Easement Vacations
 - C. Preliminary Plat

- a. Assistant City Manager Coleman presented the report.
- b. Associate Planner Roberts presented the specifics of the report.
- c. Commissioner Rossbach presented the Planning Commission report.

Councilmember Collins moved to extend the meeting until all agenda items are addressed.

Seconded by Councilmember Juenemann Ayes-All

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

Laurence Olson, LSJ Engineering, Representing the Developer of Beaver Lake Townhomes

Mark Dorling, 1115 Sterling Street North, Maplewood

Kay Peterson, 1085 Mary Street, Maplewood

Margaret Lutfey, 1076 Mary Street, Maplewood

Bob Zick, 1880 E. Shore Drive, Maplewood

Kevin Berglund, 1929 Kingston Avenue, Maplewood
Joan Dorling, 1115 Sterling Street North, Maplewood
Will Rossbach, 1386 E. County Road C, Maplewood
Kay Peterson, Second Appearance
Mark Dorling, Second Appearance
Bob Zick, Second Appearance
Kevin Berglund, Second Appearance

e. Mayor Cardinal closed the public hearing.

Councilmember Koppen moved to adopt the following resolution approving a conditional use permit for a planned unit development for the Beaver Lake Townhome development on the south side of Maryland Avenue between Sterling Street and Lakewood Drive:

RESOLUTION 02-05-098
CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Mr. Tony Emmerich, representing the AJE Companies, applied for a conditional use permit (CUP) for the Beaver Lake Townhomes residential planned unit development (PUD).

WHEREAS, this permit applies to undeveloped property for the Beaver Lake Townhomes PUD south of Maryland Avenue between Sterling Street and Lakewood Drive in Section 25, Township 29, Range 22, Ramsey County, Minnesota. (PINS 25-29-22-21-0010 and 25-29-22-21-0011.)

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

1. On April 15, 2002, the planning commission recommended that the city council approve this permit.
2. On May 28, 2002, the city council held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations of the city staff and planning commission. The council tabled action on the development request until May 14, 2001.

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

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the city's comprehensive plan and code of ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.

4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
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 plans date-stamped March 12, 2002 except for the following changes:
 - a. Revising the grading and site plans to show:
 - (1) No grading or ground disturbance in the park dedication area and in the wetland and stream buffer areas except:
 - (a) As allowed by the watershed district.
 - (b) For the utilities, trails and footbridge.
 - (2) The required trails and sidewalks.
 - (3) Revised storm water pond locations and designs as suggested or required by the watershed district or city engineer. The ponds shall meet the city's design standards.
 - (4) The developer minimizing the loss or removal of natural vegetation including keeping and protecting the grove of coniferous trees (pines) (an area of natural significance) that is in and near the south side of the stream corridor near the rear of proposed buildings 26-34.

- (5) All driveways at least 20 feet wide. If the developer wants to have parking on one side of a driveway, then that driveway must be at least 28 feet wide.
- (6) All parking stalls with a width of at least nine feet and a length of at least 18 feet.
- c. The developer deeding the area labeled “Park Dedication” on the plans to the City of Maplewood. This dedication is to help protect the most sensitive natural features on the site and would protect this part of the site from building, fences, mowing, cutting, filling, grading, dumping or other ground disturbances. This dedication also would help ensure the natural linear or corridor aspect of the site (primarily around the stream) main as it is now. The Parks and Recreation Director shall approve the land or the area(s) for dedication to the city.

The city shall use the Greenways grant from the DNR, while matching the state dollars with city open space money, (as is required) to buy the protected area along the stream and wetlands labeled as Park Dedication on the plan dated March 12, 2002.

The city council may approve major changes to the plans. The director of community development may approve minor changes.

- 2. The proposed construction must be substantially started within one year of council approval or the permit shall end. The council may extend this deadline for one year.
- 3.* Have the city engineer approve final construction and engineering plans. These plans shall:
 - a. Include grading, utility, drainage, erosion control, streets, trails, sidewalks, tree, driveway and parking lot plans.
 - b. Show no grading or ground disturbance (except where utilities or trails are installed) in the:
 - (1) Required wetland and stream buffer areas.
 - (2) Park Dedication area. This land will be for city park and open space purposes. The developer and contractors shall protect the park dedication area, including the grove of coniferous trees (pines) (an area of natural significance) that is in and near the south side of the stream corridor, from encroachment from equipment, grading or filling.

City-required trails are allowed in the buffer and park dedication areas.

- c. Include a storm water management plan for the proposal.
- d. Include a coordinated plan with the public works department for the design and

installation of the sanitary sewer lines or for the repair or realignment of the existing sanitary sewer line that runs through the site.

4. The design of the ponds shall meet Maplewood's design standards and shall be subject to the approval of the city engineer. If needed, the developer shall be responsible for getting any off-site pond and drainage easements.
5. The developer or contractor shall:
 - a. Complete all grading for the site drainage and the ponds, complete all public improvements and meet all city requirements.
 - b.* Place temporary orange safety fencing and signs at the grading limits.
 - c. Install permanent signs around the edge of the wetland buffer easements. These signs shall mark the edge of the easements and shall state there shall be no mowing, vegetation cutting, filling or dumping.
 - d. Install survey monuments along the wetland boundaries.
 - e. Remove any debris, junk or fill from the wetlands, stream corridor, park dedication area and site.
 - f. Install a six-foot-wide concrete sidewalk along the south side of Maryland Avenue between Sterling Street and the west property line of the site. The developer's engineer shall show this sidewalk on the grading and construction plans. The city engineer shall approve the details of these plans.
 - g. Construct an eight-foot-wide paved public walkway and two-rail split-rail fencing in the following locations:
 - (1) From Private Driveway A in the west side of the site between Lots 8 and 9 to near the stream in the center of the site.
 - (2) From Private Driveway D in the east side of the site, between Lots 21 and 22 to near the stream in the center of the site.

The trail must have a surface that is not impervious when the trail is in a wetland or stream buffer area. The developer's engineer shall design the trails to follow the existing property contours and proposed utility corridors to save as many trees as possible and to minimize the amount of grading necessary to install the trails.

- b. Restore all disturbed areas within the stream corridor and park dedication area with a native seed mix approved by the watershed district and by the city engineer.

- 6.* The developer shall give the city wetland easements over the wetlands and the stream. The easements shall cover the wetlands and any land within 50 feet surrounding a wetland. The easements also shall cover the stream and any land within 50 feet of the top of the stream bank. These easements shall prohibit any building, mowing, cutting, filling or dumping within fifty feet of the wetland and the stream or within the wetland itself. The purpose of this easement is to protect the water quality of the wetlands and the stream from fertilizer and to protect the wetland and stream habitat from encroachment.
2. The approved setbacks for the principal structures in the Beaver Lake Townhome PUD shall be:
- a. Front-yard setback (from a private driveway): minimum - 20 feet, maximum - 35 feet
 - b. Front-yard setback (public side street): minimum - 25 feet, maximum - 40 feet
 - c. Rear-yard setback: none
 - d. Side-yard setback (town houses): minimum - 5 feet to a property line and 10 feet minimum between buildings
 - e. Side yard setbacks (apartments): 20 feet minimum between buildings
8. This approval does not include the design approval for the townhomes or for the apartments. The project design plans, including architectural, site, lighting, tree and landscaping plans, shall be subject to review and approval of the community design review board (CDRB). The projects shall be subject to the following conditions:
- a. Meeting all conditions and changes as required by the city council.
 - b. The buildings in the shoreland district shall have a maximum height of 25 feet (unless the city council approves taller structures).
 - c. The developer shall design the structures to reduce their visibility from the lake. This shall include using vegetation, topography, increased setbacks, color or other means to accomplish the screening. The city may require additional vegetation to help screen these facilities.
 - d. For the driveways:
 - (1) Minimum width - 20 feet.
 - (2) Maximum width - 28 feet.

- (3) All driveways less than 28 feet in width shall be posted for “No Parking” on both sides. Driveways at least 28 feet wide may have parking on one side and shall be posted for no parking on one side.
- e. Showing all changes required by the city as part of the conditional use permit for the planned unit development (PUD).
- 9. The city shall not issue any building permits for construction on an outlot (per city code requirements). The developer must record a final plat to create buildable lots for any outlot in the preliminary plat before the city will issue a building permit.
- 10. The developer paying the city \$94,000 in Park Availability Charges (PAC fees) for this development.
- 11. The city council shall review this permit in one year.

Seconded by Councilmember Wasiluk

Ayes-All

Councilmember Koppen moved to adopt the following resolution approving a street right-of-way and easement vacations for the Beaver Lake Townhomes (Lakewood Drive and Maryland Avenue):

**RESOLUTION 02-05-099
STREET RIGHT-OF-WAY VACATION RESOLUTION**

WHEREAS, Mr. Tony Emmerich, representing the AJE Companies, applied for the vacation of the following described street right-of-ways:

- 1. That part of the Sterling Street right-of-way as a roadway easement according to the document filed with Ramsey County lying within the West 25 feet of the East 58 feet of Lot 5, Block 2, Beaver Lake Addition.
- 2. That part of Magnolia Avenue (formerly known as Cherry Avenue) as platted in Beaver Lake Addition lying between the east right-of-way line of Lakewood Drive (the west line of Lot 8, Block 2, Beaver Lake Addition extended south) and the east property line of Lot 7, Block 2, Beaver Lake Addition extended south.

All in Section 25, Township 29, Range 22 in Ramsey County.

WHEREAS, the history of these vacations is as follows:

- 1. On April 15, 2002, the planning commission recommended that the city council approve these street vacations.

2. On May 28, 2002, the city council held a public hearing. City staff published a notice in the Maplewood Review and sent notices to the abutting property owners. The Council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations from the city staff and planning commission. The council tabled action on the development request until May 14, 2001.

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

1. Lot 5, Block 2, Beaver Lake Addition (PIN 25-29-22-21-0010)
2. Lots 7 and 8, Block 2, Beaver Lake Addition (PIN 25-29-22-21-0011)
3. The North 161.83 feet of the West 1/4 of the SE 1/4 of the NW 1/4 (subject to roads) of Section 25, Township 29, Range 22 (1070 Lakewood Drive North) (PIN 25-29-22-24-0072)
4. Except the North 290.66 feet of the West 1/2 North 677.06 feet of the West 1/2 of the SE 1/4 of the NW 1/4 (Subject to roads and easement) in SEC 25, TN 29, RN 22 (PIN 25-29-22-24-0073)

All in Section 25, Township 29, Range 22, Maplewood, Ramsey County, Minnesota.

NOW, THEREFORE, BE IT RESOLVED that the city council approved the above-described vacation since it is in the public interest based on the following reasons:

2. The adjacent properties have adequate street access.
3. These right-of-ways are not needed for the public purpose of street construction.
4. The developer will be building private streets and driveways in the project.

RESOLUTION 02-05-100
EASEMENT VACATION RESOLUTION

WHEREAS, Mr. Tony Emmerich, representing the AJE Companies, applied for the vacation of the following-described easements:

That part of the following sanitary sewer easement according to document number 1504484 lying within Lots 7 and 8, Block 2, Beaver Lake Addition, described as follows:

Beginning on the West line of the Northeast quarter of the Northwest quarter of Section 25, Township 29, Range 22, a distance of 603 feet South of the Northwest corner of said Northeast quarter of Northwest quarter; thence East 153 feet; thence South 185 feet; thence South 85 degrees, 03 minutes East 172.9 feet; thence South 1 degree 38 minutes 30 seconds West a distance of 80 feet; thence South 88 degrees 21 minutes, 30 seconds East a distance of 170.25 feet more or less to a point on the West line of the 50 foot sewer easement hereinafter

described, all of the foregoing being over Lot 8, Block 1 and Lots 7 and 8, Block 2, Beaver Lake Addition.

All lying south of Maryland Avenue and between Lakewood Drive and Sterling Street in Section 25, Township 29, Range 22, Maplewood, Minnesota.

WHEREAS, the history of this vacation is as follows:

1. On April 15, 2002, the planning commission recommended that the city council approve these vacations.
2. On May 28, 2002, the city council held a public hearing. The city staff published a notice in the Maplewood Review and sent a notice to the abutting property owners. The council gave everyone at the hearing a chance to speak and present written statements. The council also considered reports and recommendations from the city staff and planning commission. The council tabled action on the development request until May 14, 2001.

WHEREAS, after the city approves these vacations, public interest in the property will go to the following abutting property:

Lot 8, Block 1, Beaver Lake Addition and Lots 7 and 8, Block 2, Beaver Lake Addition (PIN 25-29-22-21-0011)

All in Section 25, Township 29, Range 22, Ramsey County, Minnesota

NOW, THEREFORE, BE IT RESOLVED that the city council approve the above-described vacations for the following reasons:

1. It is in the public interest.
2. The city and the adjacent property owners have no plans to build a street or utilities in these locations.
3. The adjacent properties have access to public streets and utilities.

Seconded by Councilmember Collins

Ayes-All

Councilmember Koppen moved to adopt the preliminary plat for Beaver Lake Townhome development on the south side of Maryland Avenue between Sterling Street and Lakewood Drive. The developer shall complete the following before the city council approves the final plat:

1. Sign an agreement with the city that guarantees that the developer or contractor will:

- a. Complete all grading for overall site drainage, complete all public improvements and meet all city requirements.
- b.* Place temporary orange safety fencing and signs at the grading limits.
- c. Have Xcel Energy install Group V rate street lights in at least 15 locations - primarily at street and driveway intersections and street or driveway curves. The exact style and location shall be subject to the city engineer's approval.
- d. Pay the city for the cost of traffic-control, street identification and no parking signs.
- e. Provide all required and necessary easements.
- f. Cap, seal and abandon any wells that may be on the site, subject to Minnesota rules and guidelines.
- g. Complete and replace as necessary all curb and gutter on Sterling Street and on Maryland Avenue. This is to replace the existing driveways and driveway aprons on these streets. This shall include the repair of the pavement and the restoration and sodding of the boulevards.
- h. For the trails and sidewalks, complete the following:
 - (1) Construct an eight-foot-wide paved public walkway and two-rail split-rail fencing in the following locations:
 - a. From Private Drive A in the west side of the site between Lots 8 and 9 to near the stream in the center of the site.
 - b. From Private Drive D in the east side of the site, between Lots 21 and 22 to near the stream.

All trails between lots shall be in a publicly-owned pedestrian way or outlot.
 - (2) The developer also shall build a six-foot-wide sidewalk along the south side of Maryland Avenue between Sterling Street and the west property line of the site.
 - (3) The developer shall install a two-rail split-rail fence on both sides of each trail and posts at the end of the trails to prevent motorized vehicles from using the trail.
 - (4) The developer shall build the trails, sidewalks and fencing with the driveways and streets before the city approves a final plat.
 - (5) The city engineer must approve these plans.

- i. Install permanent signs around the edge of the wetland and stream buffer easements. These signs shall mark the edge of the easements and shall state there shall be no mowing, vegetation cutting, filling, grading or dumping beyond this point. City staff shall approve the sign design and location before the contractor installs them. The developer or contractor shall install these signs before the city issues building permits in this plat.
 - j. Install survey monuments along the wetland boundaries.
 - k. Install survey monuments and signs along the edges of the area labeled “Park Dedication.” These signs shall explain that the area beyond the signs is a public park area and that there shall be no building, fences, mowing, cutting, filling, dumping or other ground disturbance in that area. The developer or contractor shall install these signs before the city issues building permits in this plat.
 - b. Install signs where the driveways for the apartments and for the town houses intersect the public streets indicating that they are private driveways.
- 2.* Have the city engineer approve final construction and engineering plans. These plans shall include grading, utility, drainage, erosion control, tree, trail, sidewalk, driveway and street plans. The plans shall meet the following conditions:
- a. The erosion control plans shall be consistent with the city code.
 - b. The grading plan shall show:
 - (1) The proposed building pad elevation and contour information for each building site. The lot lines on this plan shall follow the approved preliminary plat.
 - (3) Contour information for all the land that the construction will disturb.
 - (4) Building pads that reduce the grading on site where the developer can save large trees.
 - (5) The street, driveway and trail grades as allowed by the city engineer.
 - (5) All proposed slopes on the construction plans. The city engineer shall approve the plans, specifications and management practices for any slopes steeper than 3:1. On slopes steeper than 3:1, the developer shall prepare and implement a stabilization and planting plan. These slopes shall be protected with wood fiber blanket, be seeded with a no-maintenance vegetation and be stabilized before the city approves the final plat.

- (6) All retaining walls on the plans. Any retaining walls taller than four feet require a building permit from the city. The developer shall install a protective rail or fence on top of any retaining wall that is taller than four feet.
- (2) Sedimentation basins or ponds as required by the watershed board or by the city engineer.
- (3) No grading beyond the plat boundary without temporary grading easements from the affected property owner(s).
- (4) Additional information for the property south of the project site. This shall include elevations of the existing ditch, culverts and catch basins and enough information about the storm water flow path from the proposed ponds.
- (5) Emergency overflows between Lots 8 and 9, Lots 21 and 22 and south of proposed building 42 (out of proposed ponds 1, 3 and 4). The overflow swales shall be protected with permanent soil-stabilization blankets.
- (11) Restoration in the stream corridor and park dedication area being done with native seed mix or vegetation as approved by the city engineer and by the watershed district.

c.* The tree plan shall:

- (1) Be approved, along with the landscaping, by the Community Design Review Board (CDRB) before site grading or final plat approval.
- (2) Show where the developer will remove, save or replace large trees. This plan shall include an inventory of all existing large trees on the site.

- (3) Show the size, species and location of the replacement and screening trees. The deciduous trees shall be at least two and one half (2 ½) inches in diameter and shall be a mix of red and white oaks, ash, lindens, sugar maples or other native species. The coniferous trees shall be at least eight (8) feet tall and shall be a mix of Black Hills Spruce, Austrian pine and other species.
- (4) Show no tree removal in the buffer zones, park dedication areas or beyond the approved grading and tree limits.
- (5) Include for city staff a detailed tree planting plan and material list.
- (6) Group the new trees together. These planting areas shall be:
 - (a) near the ponding areas
 - (b) on the slopes
 - (c) along the trails
 - (d) along the east side of Lakewood Drive to screen the proposed buildings from Beaver Lake
 - (e) along the south side of the site (west of Sterling Street) to screen the development from the existing house to the south

The developer may use the tree groupings to separate the different types of residences.

- (7) Show the planting of at least 270 trees after the site grading is done.

d. The street, trail, sidewalk and utility plans shall show:

- (1) An eight-foot-wide paved public walkway and two-rail split-rail fencing in the following locations:
 - a. From Private Drive A in the west side of the site between Lots 8 and 9 to near the stream in the center of the site.
 - b. From Private Drive D in the east side of the site, between Lots 21 and 22 to near the stream.

The parks and recreation director shall approve their locations and design.

- (2) The public streets and driveways shall be a 9-ton design with a maximum street grade of eight percent and the maximum street grade within 75 feet of all intersections at two percent.
- (3) All the streets, parking areas and driveways with continuous concrete curb and gutter except where the city engineer decides that it is not needed for drainage purposes.

- (4) The removal of the unused driveways and driveway aprons and the completion of the curb and gutter on Sterling Street and on Maryland Avenue and the restoration and sodding of the boulevards.
 - (5) The coordination of the water main locations, alignments and sizing with the standards and requirements of the Saint Paul Regional Water Services (SPRWS). Fire flow requirements and hydrant locations shall be verified with the Maplewood Fire Department.
 - (6) All utility excavations located within the proposed right-of-ways or within easements. The developer shall acquire easements for all utilities that would be outside the project area.
 - (7) The plan and profiles of the proposed utilities.
 - (8) Details of the ponds and the pond outlets. The outlets shall be protected to prevent erosion.
 - (9) A coordinated sewer realignment and reconstruction plan. The city engineer must approve the sanitary sewer realignment plans.
 - (10) A six-foot-wide concrete sidewalk along the south side of Maryland Avenue between Sterling Street and the west property line of the site.
- e. The drainage plan shall ensure that there is no increase in the rate of storm water run-off leaving the site above the current (predevelopment) levels. The developer's engineer shall:
- (1) Verify inlet and pipe capacities.
 - (2) Have the city engineer verify the drainage design calculations.
3. Pay the costs related to the engineering department's review of the construction plans.
4. Change the plat as follows:
- a. Show drainage and utility easements along all property lines on the final plat. These easements shall be ten feet wide along the front and rear property lines and five feet wide along the side property lines.
 - b. Show the wetland boundaries on the final plat as approved by the watershed district.
 - c. Show the park dedication boundary and area on the final plat.
 - d. Make as many of the property lines as is reasonably possible radial to the cul-de-sacs or perpendicular to the driveways and street right-of-ways.
 - e. Show street names for the driveways as follows:
 - (1) Private Driveway A in the west one-half of the site shall be called "Beaver Creek Parkway."
 - (2) Private Driveway B in the west one-half of the site shall be called "Beaver Creek Lane."
 - (3) Private Driveway D in the east one-half of the site shall be called "Sterling Circle."

(4) Private Driveway E in the east one-half of the site shall be called "Sterling Lane."

f. Show the existing pipelines and pipeline easements on the final plat.

g. If necessary, increase the lot widths for the lots next to the pipeline to ensure that the building pads will be at least 100 feet away from the pipeline. (code requirement)

h. Label the common areas as outlots.

B. Show the trails in publicly owned property or easements.

j. Show the area between buildings 8 and 9 and buildings 21 and 22 as separate outlots and dedicate each of these to the city.

5. Secure and provide all required easements for the development. These shall include:

C. Any off-site drainage and utility easements.

D. Wetland and stream easements over the wetlands and any land within 50 feet surrounding a wetland and a stream. The easement shall prohibit any building or structures within 50 feet of the wetland or stream or any mowing, cutting, filling, grading or dumping within 50 feet of the stream, wetland or within the wetland itself.

c. A stream buffer easement that is at least 50 feet wide on each side of the stream that crosses the site. The easement shall prohibit any building, structures or any mowing, filling, cutting, grading or dumping within 50 feet of the ordinary high water mark (OHWM) of the stream.

The purpose of these easements is to protect the water quality of the stream and wetlands from fertilizer and runoff. They also are to protect the stream and wetland habitat from encroachment.

d. Any easements the city needs for the realignment of the sanitary sewer through the site.

6. Sign a developer's agreement with the city that guarantees that the developer or contractor will:

a. Complete all grading for overall site drainage, complete all public improvements and meet all city requirements.

b.* Place temporary orange safety fencing and signs at the grading limits.

c. Provide for the repair of Lakewood Drive, Maryland Avenue and Sterling Street (street, curb and gutter and boulevard) after the developer connects to the public utilities and builds the driveways.

d. Work with the city as necessary for the realignment of the sanitary sewer through the site. This sewer project also will require an assessment agreement between the developer and the city to compensate the city for the benefit that the developer receives from the city sewer construction.

7. Record the following with the final plat:

- a. All homeowners' association documents.
 - b. A covenant or deed restriction that prohibits any additional driveways (besides the one new driveway shown on the project plans) from going onto Lakewood Drive and onto Maryland Avenue.
 - c. A deed restriction prohibiting the construction of a dwelling or its attachments within 100 feet of the Williams Brothers pipeline. This affects Lots 1 through 3, Lots 19 through 24 and buildings 41 and 42 of the proposed preliminary plan the city received on March 12, 2002. The developer also shall notify the purchasers of the pipeline location.
 - d. A deed dedicating a stream buffer easement (50 feet from the top of each stream bank) for the stream that crosses the site.
 - e. Deeds for the stream and wetland buffer easements surrounding the stream and the wetlands.
 - f. A covenant or deed restriction that prohibits any further subdivision or splitting of the lots or parcels in the plat that would create additional building sites unless approved by the city council.
- E. A deed that transfers the ownership of the park dedication area to Maplewood.
- F. Deeds that transfer the ownership of the outlots between buildings 8 and 9 and buildings 21 and 22 to the city.

The applicant shall submit the language for these dedications and restrictions to the city for approval before recording.

- 8. Submit the homeowners' association bylaws and rules to the Director of Community Development. These are to assure that there will be one responsible party for the maintenance of the private utilities, driveways and structures.
- 9. Show the wetland boundaries on the plat as approved by the Watershed District. A trained and qualified person must delineate the wetlands. This person shall prepare a wetland delineation report. The developer shall submit this wetland information to the Watershed District office. The Watershed District must approve this information before the city approves a final plat. If needed, the developer shall change the plat to meet wetland regulations.
- 10. The developer shall complete all grading for public improvements and overall site drainage. The city engineer shall include in the developer's agreement any grading that the developer or contractor has not completed before final plat approval.
- 11. Obtain a permit from the Ramsey-Washington Metro Watershed District for grading.

If the developer decides to final plat part of the preliminary plat, the director of community development may waive any conditions that do not apply to the final plat.

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

Seconded by Councilmember Collins

Ayes-Mayor Cardinal, Councilmembers
Collins, Koppen, Wasiluk
Nays-Councilmember Juenemann

Councilmember Koppen moved to adopt the following resolution approving the on street parking standards for the Beaver Lake Townhome development:

**RESOLUTION 02-05-101
NO PARKING RESOLUTION**

WHEREAS, Maplewood has approved a residential PUD and preliminary plat known as Beaver Lake Townhomes.

WHEREAS, the developer wants to have reduced street right-of-way widths, reduced street pavement widths and reduced private driveway widths in this development.

WHEREAS, the city has approved reduced street right-of-way widths, reduced street pavement widths and reduced driveway widths in the development, subject to on-street parking restrictions.

WHEREAS, Section 29-52(b) of the city code allows variations from the city code standards if they do not affect the general purpose of the city code.

NOW, THEREFORE, IT IS HEREBY RESOLVED that Maplewood prohibits the parking of motor vehicles on both sides of all public streets and driveways less than 28 feet wide and prohibits parking on one side of the public streets and driveways that are 28 feet to 32 feet wide in the Beaver Lake Townhome PUD south of Maryland Avenue between Sterling Street and Lakewood Drive in Section 25-29-22.

Seconded by Councilmember Collins

Ayes-Mayor Cardinal, Councilmembers
Collins, Wasiluk, Koppen
Nays-Councilmember Juenemann

Councilmember Koppen moved to authorize city staff to spend up to \$400,000 of the open space funds for the 8.9 acres which would include the \$150,00 matching grant from the DNR Greenways Program. Staff was also directed to make the developer aware that the city would like to see his participation in the open space program.

Seconded by Councilmember Collins

Ayes-All

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, JULY 9, 2002**

I. CALL TO ORDER

Chairperson Ledvina called the meeting to order at 6:00 p.m.

II. ROLL CALL

Matt Ledvina	Present
Craig Jorgenson	Present
Diana Longrie-Kline	Present
Linda Olson	Present
Ananth Shankar	Absent

Staff Present: Shann Finwall, Associate Planner
Lisa Kroll, Recording Secretary

VI. DESIGN REVIEW

b. Beaver Lake Townhomes – South of Maryland Avenue, between Sterling Street and Lakewood Drive

Ms. Finwall outlined the details of the Beaver Lake Townhomes. The development will include 40 single-family detached townhomes and 108 rental units in eleven 8-unit and five four-unit buildings. Staff recommends approval of the design review of Beaver Lake Townhomes with conditions as outlined in the staff report.

Larry Olson of LSJ Engineering addressed the board. He presented to the board drawings of the renditions of the townhomes that homeowners could choose from.

Doug Moe, architect for the Beaver Lake Apartments addressed the board. He stated the smallest building will be 4 units and will have one and two bedrooms. The larger units will have two and three bedrooms. Mr. Moe showed board members the drawings and color schemes of the apartment buildings.

Chairperson Ledvina asked the applicant why the brick wainscoting was not continued along the front elevation of the apartments.

Ms. Finwall said originally the applicant did not have any brick. Staff recommended adding brick to tie the buildings in with the townhomes. The developer submitted revised plans showing brick wainscoting along a portion of the front elevations and on the garage elevations.

Board member Olson asked staff if there was going to be a revised light plan revision submitted?

Ms. Finwall said correct.

Chairperson Ledvina said he prefers the design of sample "B" compared to the design of sample "A" regarding the floor plans for the townhomes. He thinks there should be a two-foot return on the side elevations of the townhomes. He feels it gives a much nicer appearance in his opinion. He likes the design of the multi tenant buildings. He would like to incorporate the brick design on the entire elevation and have it be continuous around the whole building.

Board member Olson said she prefers the brick to stop at the corner and not be a two-foot wrap around on the townhomes. She has a concern about the side elevation with only one window. Perhaps landscaping could be added to that side to dress up the expansion.

Board member Jorgenson said he likes the brick idea on both projects. It adds a lot to the structure and saves maintenance on the exterior of the building. He likes the various alternatives the applicant would be offering to the potential homeowner. It will be a nice mix he said.

Board member Olson said she thinks it should be up to the potential homeowner if they want brick wrapped around the building or not.

Board member Longrie-Kline agreed that she liked the design of the buildings and the alternatives in the townhome designs for the potential homeowners. She doesn't have a preference for the brick on the buildings. In her opinion she thinks it looks fine either way. Having more brick on the structures would make for a more consistent community with the townhomes and apartment buildings.

Mr. Moe said adding more brick adds to the cost of the project. Mr. Moe said the one-bedroom units are about 800 square feet, the two bedroom units are about 1,100 square feet, and the three bedroom units are about 1,300 square feet in size.

Chairperson Ledvina said he can appreciate the concern about the additional price of adding brick. Brick would actually save on the siding of the apartment buildings in the long haul and aesthetically it would be more pleasing. It is a very small percentage of cost to be added.

Board member Olson said that the apartment with two or more bedrooms will attract people with children and this could save on the exterior of the building having brick on it as opposed to just vinyl siding. She would agree with chairperson Ledvina in his statements.

Board member Jorgenson moved to approve the project design plans (architectural, landscaping and lighting plans) for the Beaver Lake Townhouses (dated June 19, 2002). The city bases this approval on the findings required by the code. The developer or contractor shall do the following: **(changes are in bold)**

1. Repeat this review in two years if the city has not issued a building permit for this project.

2. Complete the following before the city issues a building permit:
 - a. Have the city engineer approve final construction and engineering plans. These plans shall include the grading, utility, drainage, erosion control, tree, trail, sidewalk and driveway and parking lot plans. The plans shall meet the following conditions and requirements of the assistant city engineer and the following:
 - (1) The erosion control plans shall be consistent with the city code.
 - (2) The grading plan shall show:
 - (a) The proposed building pad elevation and contour information for each building site. The lot lines on this plan shall follow the approved preliminary plat.
 - (b) Contour information for all the land that the construction will disturb.
 - (c) Building pads that reduce the grading on site where the developer can save large trees.
 - (d) The street, driveway and trail grades as allowed by the city engineer.
 - (e) All proposed slopes on the construction plans. The city engineer shall approve the plans, specifications and management practices for any slopes steeper than 3:1. On slopes steeper than 3:1, the developer shall prepare and implement a stabilization and planting plan. These slopes shall be protected with wood fiber blanket, be seeded with a no maintenance vegetation and be stabilized before the city approves the final plat.
 - (f) All retaining walls on the plans. Any retaining walls taller than four feet require a building permit from the city. The developer shall install a protective rail or fence on top of any retaining wall that is taller than four feet.
 - (g) Sedimentation basins or ponds as required by the watershed board or by the city engineer.

- (h) No grading beyond the plat boundary without temporary grading easements from the affected property owner(s).
- (i) No grading or ground disturbance (except where utilities or trails are installed) in the:
 - 1. Required wetland and stream buffer areas.
 - 2. Park dedication area. This land will be for city park and open space purposes.

The developer and contractors shall protect the park dedication area, including the grove of coniferous trees (pines) (an area of natural significance) that is in and near the south side of the stream corridor, from encroachment from equipment, grading or filling.

City-required trails are allowed in the buffer and park dedication areas.

- (j) Additional information for the property south of the project south of the project site.

This shall include elevations of the existing ditch, culverts and catch basins and enough information about the storm water flow path from the proposed ponds.
- (k) Emergency overflows between Lots 8 and 9, Lots 21 and 22 and south of proposed building 42 (out of proposed ponds 1,3, and 4). The contractor shall protect the overflow swales with permanent soil-stabilization blankets.
- (l) Restoration in the stream corridor and park dedication area being done with native seed mix or vegetation as approved by the city engineer and by the watershed district.
- (m) No grading or ground disturbance in the park dedication area and in the wetland and stream buffer areas except:
 - 1. As allowed by the watershed district.
 - 2. For the utilities, trails and footbridge.

- (n) The required trails and sidewalks.
 - (o) Revised storm water pond locations and designs as suggested or required by the watershed district or city engineer. The ponds shall meet the city's design standards.
- (3) A detailed tree planting plan and material list, which shall:
- (a) Show where the developer or contractor will remove, save or replace large trees.
 - (b) Show the size, species and location of the replacement and screening trees. The new screening trees shall be grouped together and shall include the planting of additional native evergreens and shrubbery on the site to provide additional screening and privacy between the proposed townhouses and the single dwellings to the south as well as screening from the proposed apartment buildings and Beaver Lake. The screening evergreens should include Austrian Pine, Black hills Spruce, Eastern Red Cedar and Eastern Arborvitae. Plant the additional screening evergreens and shrubbery as follows:
 - 1. Along the south property line, adjacent the detached townhouses, to at least the west edge of Sterling Lane. Evergreens planted in this area shall be at least six (6) feet high and planted in a staggered row. Overall plantings within this area shall produce an 80 percent opaque screening from the townhouses and the adjacent single family dwelling to the south.
 - 2. **Along the west property line, adjacent the apartment buildings, to the south property line. Evergreens and shrubbery in this area shall be planted in a manner that helps reduce the visibility of the apartments from Beaver Lake.**
 - (c) All new and replacement deciduous trees shall be at least two and one half (2½) inches in diameter and shall be a mix of red and white oaks, ash, lindens, sugar maples, or other native species. All replacement evergreens shall be at least eight (8)

feet tall and all new evergreens shall be at least (6) feet tall, excluding the new evergreens planted on west property line as noted above.

- (d) Show no tree removal beyond the approved grading and tree limits.
 - (e) Show the planting of at least 270 new trees after the site grading is done.
- (4) All the parking areas and driveways shall have continuous concrete curb and gutter.
- (5) The site, street, driveway, sidewalk and utility plans shall show:
- (a) A six foot-wide concrete sidewalk along the south side of Maryland Avenue between Sterling Street and the west property line of the site. The public works director shall approve the location and design of the sidewalk.
 - (b) A water service to each detached housing unit.
 - (c) The repair of Maryland Avenue and Sterling Street (street and boulevard) after the developer connects to the public utilities and builds the private driveways. This shall include replacing all unused existing driveways and curb cuts.
 - (d) The coordination of the water main locations, alignments and sizing with the standards and requirements of the Saint Paul Regional Water Services (SPRWS). Fire-flow requirements and hydrant locations shall be verified with the Maplewood Fire Department.
 - (e) The plan and profiles of the proposed utilities.
 - (f) All private roads at least 20 feet wide. If the developer wants to have parking on one side of a private road, then that private road must be at least 28 feet wide.
 - (g) All private roads less than 28 feet in width shall be posted for "No Parking" on both sides. Private roads at least 28 feet wide may have parking on one side and shall be posted for no parking on one side.

- (h) All parking stalls with a width of at least nine feet and a length of at least 18 feet.
- b. Submit a certificate of survey for all new construction and have each building staked by a registered land surveyor.
- c. Revise the landscape plan for city staff approval showing:
 - (1) A variety of shrubs planted within the ponding areas and along the proposed trails between buildings 8 and 9 and buildings 21 and 22. These should include Alpine Current, Yew, Glossy Black Choke Berry, American Cranberry (short cultivar), Purple Leaf Sand Cherry and Dogwood.

These plantings are to provide a variety of colors and textures on the site and to provide separation between uses.
 - (2) All lawn areas shall be sodded. The city engineer shall approve the vegetation within the ponding areas and on the steep slopes. On slopes steeper than 3:1, the developer shall prepare and implement a stabilization and planting plan. These slopes shall be protected with a wood fiber blanket, be seeded with a no maintenance vegetation and be stabilized before the city approves the final plat.
 - (3) Having in-ground irrigation for all landscape areas (code requirement).
 - (4) The restoration of all disturbed areas within the stream corridor and park dedication area with a native seed mix approved by the watershed district and by the city engineer.
- d. Show city staff that Ramsey County has recorded the deeds and all homeowner's association documents for this development before the city will issue a certificate of occupancy for the first town house unit.
- e. Submit a photometric plan for staff approval as required by the city code.
- f. **Submit revised building elevations as follows:**
 - (1) **Apartment building elevations showing the brick wainscoting extending around the entire building.**

4. If the contractor has not completed any required work, the city may allow temporary occupancy if:
 - a. The city determines that the work is not essential to the public health, safety or welfare.
 - b. The city receives cash escrow or an irrevocable letter of credit for the required work.
The amount shall be 150 percent of the cost of the unfinished work. Any unfinished landscaping shall be completed by June 1 if the building is occupied in the fall or winter, or within six weeks of occupancy if the building is occupied in the spring or summer.
 - c. The city receives an agreement that will allow the city to complete any unfinished work.
5. All work shall follow the approved plans. The director of community development may approve minor changes.

Board member Olson seconded.

Ayes – Jorgenson, Ledvina,
Longrie-Kline, Olson

The motion passed.

MINUTES
MAPLEWOOD CITY COUNCIL
 6:30 p.m., Monday, May 11, 2009
 Council Chambers, City Hall
 Meeting No. 10-09

J. UNFINISHED BUSINESS

1. Conditional Use Permit Review – Beaver Lake Town Houses, Maryland Avenue and Lakewood Drive

- a. Planner, Michael Martin gave the report and answered questions of the council.
- b. Assistant City Manager, Public Works Director, Chuck Ahl answered questions of the council.
- c. Maplewood Fire Chief, Steve Lukin answered questions of the council.

Mayor Longrie asked if anyone wanted to come forward and address the council.

- 1. Bill Schriener, 1098 Beaver Creek Parkway, Maplewood.

Councilmember Hjelle moved to recommend a 3-month review for the Beaver Lake Town Houses at Maryland Avenue and Lakewood Drive to be brought back to the council regarding the outstanding issues on erosion, garbage and restoration.

Seconded by Councilmember Juenemann.

Ayes – Mayor Longrie,
 Councilmember Hjelle,
 Juenemann & Nephew

Nays – Councilmember Rossbach

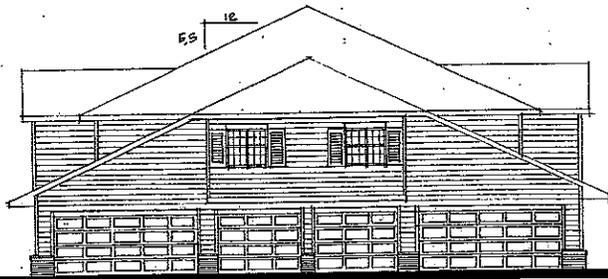
The motion passed.

Councilmember Nephew moved to authorize staff to administratively amend the CUP conditions of approval, permitting a 27'4" street width instead of a 28' wide street in order to allow parking on one side of the street.

Seconded by Councilmember Juenemann.

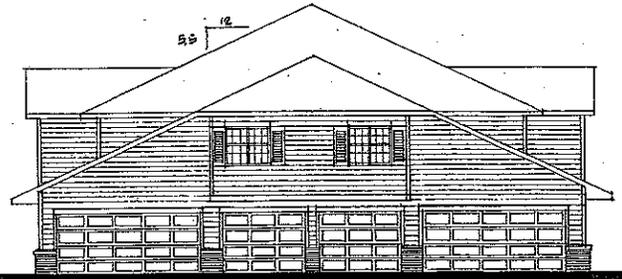
Ayes – All

The motion passed.



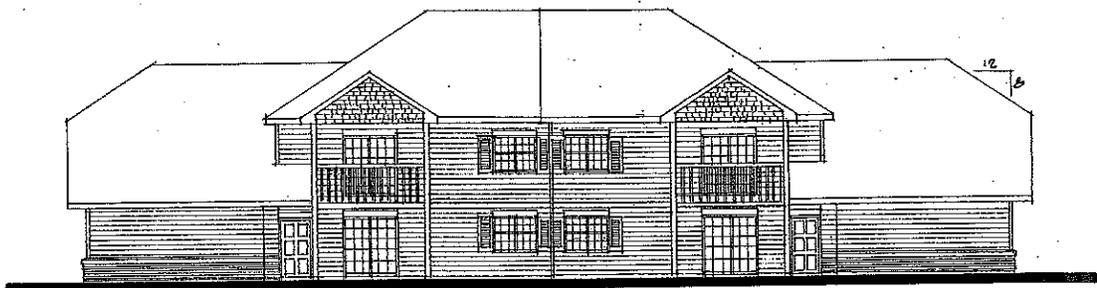
LEFT ELEVATION

1/8" = 1'-0"



RIGHT ELEVATION

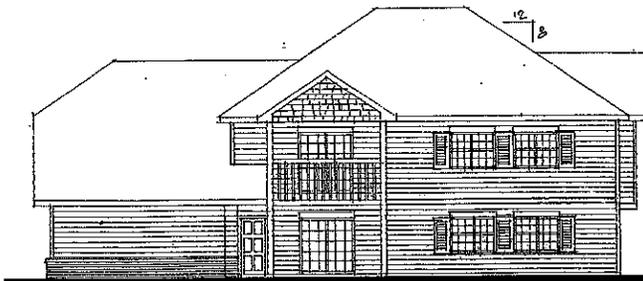
1/8" = 1'-0" (LEFT ELEVATION SIM.)



FRONT ELEVATION

1/8" = 1'-0" (REAR ELEVATION SIM.)

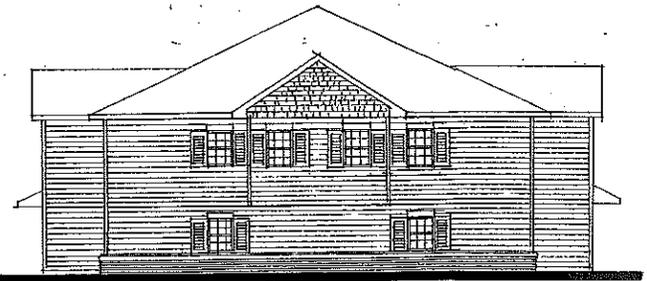
BLDGS. B-1, B-10, B-11



REAR ELEVATION

1/8" = 1'-0"

BLDGS. B-2, B-3, B-4, B-5, B-6

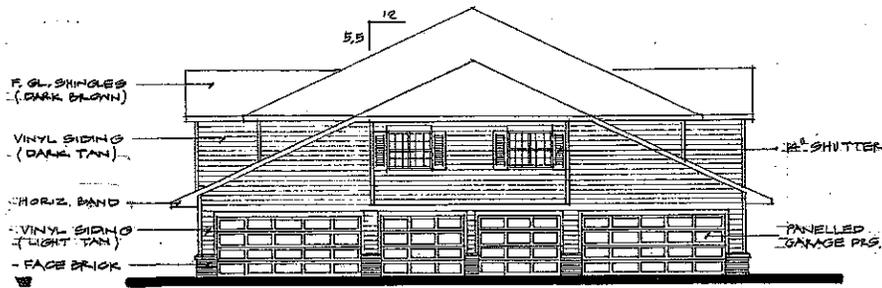


RIGHT ELEVATION

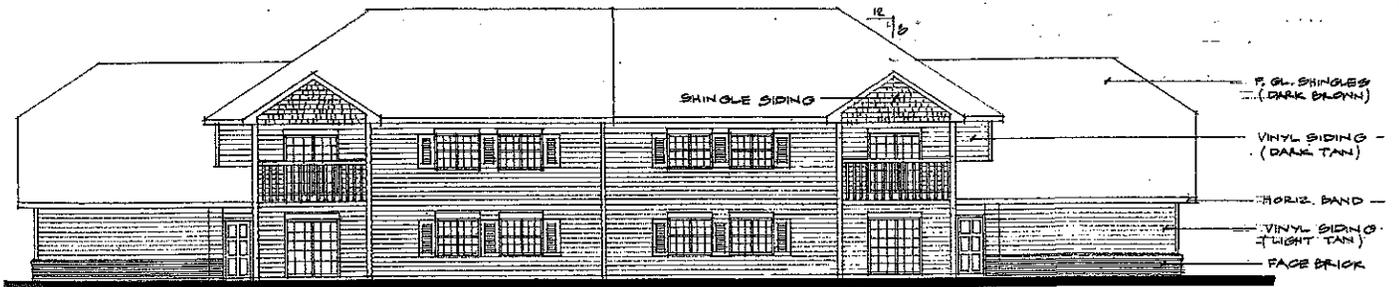
1/8" = 1'-0" (UNITS FACING STERLING ST.)

PROPOSED BUILDING ELEVATIONS





RIGHT ELEVATION
 1/8" = 1'-0" (LEFT ELEVATION SIM.)



FRONT ELEVATION
 1/8" = 1'-0" (REAR ELEVATION SIM.)
 BLDGS. B-7, B-8, B-9, B-12, B-13, B-14, B-15,

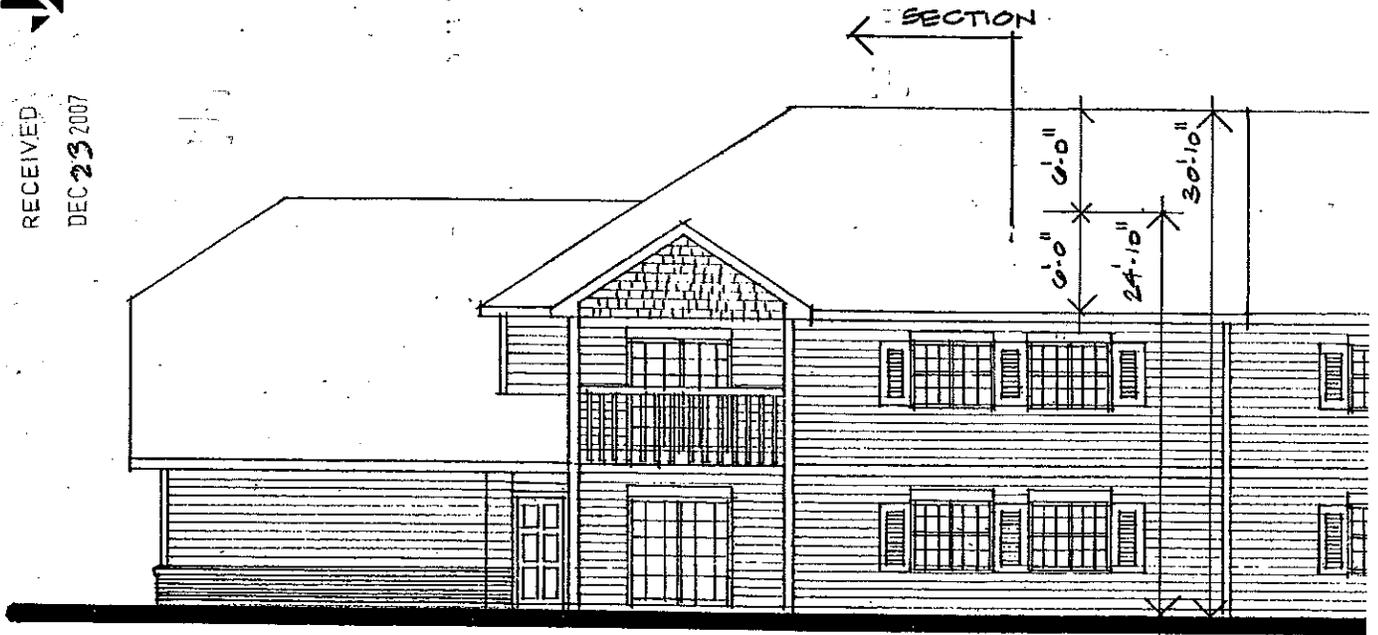
PROPOSED BUILDING ELEVATIONS





DOUGLAS A. MOE
ARCHITECTS
INCORPORATED

RECEIVED
DEC 23 2007



FRONT ELEVATION.

1/8" = 1'-0" (REAR ELEVATION SIM.)

(TYPICAL ALL BLDGS.)

BEAVER LAKE APTS.

BUILDING ELEVATION DETAIL



AGENDA REPORT

To: City Manager Chuck Ahl
From: Chief of Police Paul Schnell
Subject: Resolution Accepting Donation to the Maplewood Police Reserves
Date: August 5, 2013

Introduction

The Ramsey County Agricultural Society/Ramsey County Fair has made a \$400 donation to the Maplewood Police Reserves to show their appreciation for the Reserves providing security at the 2013 Ramsey County Fair. They have requested that this donation be used for materials and/or training for the Police Reserves.

Minnesota State Statute 465.03 states that gifts to municipalities shall be accepted by the governing body in the form of a resolution by a two-thirds vote.

Consideration

Approve the following resolution accepting the donation of \$400 from the Ramsey County Agricultural Society/Ramsey County Fair to be allocated to the Maplewood Police Reserves for materials and/or training.

**RESOLUTION
ACCEPTANCE OF DONATION**

WHEREAS the City of Maplewood and the Maplewood Police Reserves have received a donation of \$400 for the purpose of materials and/or training,

NOW, THEREFORE, BE IT RESOLVED that the Maplewood City Council authorizes the City of Maplewood Police Reserves to accept this donation.

AGENDA REPORT

To: City Manager Chuck Ahl
From: Chief of Police Paul P. Schnell
Subject: Request Approval for Police Department to Purchase Two License
Plate Readers
Date: August 5, 2013

Introduction

The Police Department would like to purchase two license plate readers, and City Council approval is required to make these purchases.

Background

In 2010, using Auto Theft Prevention Grant funds, the Police Department purchased one license plate reader for the traffic car. This is a camera system that reads the license plates of vehicles surrounding the squad car and runs them to see if the vehicle is stolen, the driver has warrants, etc.

The license plate reader has proven to be a valuable tool for officers working patrol; and we now have the opportunity, through a JAG Grant and a Ramsey County Auto Theft Grant, to purchase two more license plate readers.

The purchase under the JAG Grant is \$14,340, and the purchase under the Ramsey County Auto Theft Grant is \$18,500. The higher amount on the Ramsey County Auto Theft Grant is due to the one-time annual subscriber fee and site license fee being added to that purchase.

Budget Impact

The purchase of this equipment is totally funded by grant monies, and there is no cost to the City of Maplewood.

Recommendation

It is recommended that City Council approval be given to purchase these two license plate readers and authorize the Finance Director to make the necessary budget adjustments.

Action Required

Submit to the City Council for review and approval.

PPS:js



501 Lakeview Heights
 Suite 101
 Jefferson City, MO 65109

Estimate

Date	Estimate #
5/15/2013	2013-3099

Name / Address
Maplewood MN Police Department Dick Dobler 1830 County Road B East Maplewood MN 55109

COPY

P.O. No.	Sales Rep	Prepared By
	LW	Cheri

Item	Description	Quantity	Rate	Total
Vigilant Mobility ...	Vigilant Video Mobility LPR System - 2 camera system Includes:	1	14,340.00	14,340.00
SSU-12-COM	Start Up, Configure & Commission the CarDetector Mobile System - 1 or 2 Camera Kit	1	0.00	0.00
TRNG-CDMS	Vigilant Video's End User Staff Training for CarDetector Mobile System & LEARN	1	0.00	0.00
VV-SHP-01	Vigilant Video Shipping & Handling charges for CarDetector Mobile Hardward kit(s)	1	0.00	0.00
VV-TRVL-01	Vigilant Video's Travel Expenses for User Staff Training and Start-Up and Commissioning	1	0.00	0.00
MPWO JAG				
			Total	\$14,340.00

Signature _____



501 Lakeview Heights
 Suite 101
 Jefferson City, MO 65109

Estimate

Date	Estimate #
12/18/2012	2012-1144

Name / Address
Maplewood MN Police Department Dick Dobler 1830 County Road B East Maplewood MN 55109

COPY

P.O. No.	Prepared By	Sales Rep
	Cheri	LW

Item	Description	Quantity	Rate	Total
Vigilant Mobility ...	Vigilant Video Mobility LPR System - see attached	1	18,500.00	18,500.00
Vigilant Misc	Optional: Vigilant Solutions -Additional car cables (VVR-01-REG-CBL) per car	0	235.00	0.00
Vigilant Misc	Vigilant Solutions Trunk Lid Mount per bracket	0	100.00	0.00
Misc	Misc Additional Training Support (new employees, refresher, etc) per diem - minimum 2 days - as needed	0	700.00	0.00
Misc	Misc Extended Warranty Options:			0.00
			Total	\$18,500.00

Ramsey County Auto Theft grant

Signature _____

AGENDA REPORT

TO: Chuck Ahl, City Manager
FROM: Mychal Fowlds, IT Director
SUBJECT: **Approval of Resolution Directing Modification of Existing Construction Contract, Change Order with Derau Construction, Police Department Expansion Project – Phase 1**
DATE: August 6, 2013

INTRODUCTION

The City Council will consider approving the attached resolution directing the modification of the existing construction contract for the Police Department Expansion Project – Phase 1.

BACKGROUND

On December 10, 2012, the Council awarded Derau Construction a construction contract for the build out of offices and modification of existing areas in 1902 County Road B East in the amount of \$213,300. There have been 2 change orders to the contract to date in the amount of \$39,262. The bulk of which was due to moving Parks & Recreation to 1902.

DISCUSSION

The modifications consist primarily of small changes due to items found during the demolition of existing areas along with a few small items that were not included in the initial contract. These modifications result in a decrease to the overall construction contract.

Install carpet in newly remodeled IT closet (Addition)

Carpet installation in this particular closet was not included in the original contract. Therefore it needed to be accounted for.

After hours VCT installation (Addition)

The VCT installation in the main lobby at 1902 needed to be replaced after hours to not interfere with normal business. After hours work ensured there would be no disruption to staff and made sure that the glue had plenty of time to dry.

Omit exterior metal handrails (Subtraction)

The original contract assumed the installation of handrails to the existing steps. When staff began looking at the replacement of the front steps it was decided the best way to move forward was to issue a credit for the outdated railing design and issue a new plan set separate of the any contract.

The change order costs are summarized below:

<u>Change Order #3</u>	<u>Amount</u>
1 Install carpet in IT closet	\$ 281.00
2 After hours VCT installation	\$ 722.00
3 Omit exterior metal handrails	\$ (1,800.00)
Total Change Order No. 3	\$ (797.00)

BUDGET

Approval of Change Order No. 3 will decrease the project construction contract amount by \$797.00 from \$252,562 to \$251,765. No adjustments to the approved budget are needed at this time.

RECOMMENDATION

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 3, for the Police Department Expansion Project – Phase 1.

Attachments:

1. Resolution Directing Modification of Existing Construction Contract, Change Order No. 3
2. Change Order Form

RESOLUTION
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT
POLICE DEPARTMENT EXPANSION PROJECT - PHASE 1, CHANGE ORDER NO. 3

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Police Department Expansion Project – Phase 1, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Police Department Expansion Project – Phase 1, Change Order No. 3.

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

1. The Mayor is hereby authorized and directed to modify the existing contract by executing said Change Order No. 3 which is a decrease of \$797.00.

The revised contract amount is \$251,765.00.

Adopted by the Maplewood City Council on this 12th day of August 2013.

**CHANGE ORDER
CITY OF MAPLEWOOD**

PROJECT NAME: Police Department Expansion Project - Phase 1
CONTRACTOR: Derau Construction
CHANGE ORDER NO.: Three (3)
DATE: August 12, 2013

The following changes shall be made in the contract documents:

ADD BID SCHEDULE CO #3 – CHANGE ORDER NO. 3

Item No.	Item Description	Amount
1	Install carpet in IT closet	\$ 281.00
2	After hours VCT installation	\$ 722.00
3	Omit exterior metal handrails	\$ (1,800.00)
TOTAL SCHEDULE CO #3		(\$797.00)
TOTAL NET CHANGE ORDER NO. 3		(\$797.00)

CONTRACT STATUS:

Original Contract: \$213,300.00
Net Change of Prior Changes: \$39,262.00
Change this Change Order: (\$797.00)
Revised Contract: \$251,765.00

Recommended By: SEH, Inc.

By: _____ Date: _____

Agreed to By: Derau Construction

By: _____ Date: _____

Approved By: City of Maplewood

By: _____ Date: _____

AGENDA REPORT

TO: Chuck Ahl, City Manager
FROM: Mychal Fowlds, IT Director
SUBJECT: **Approval of Resolution Directing Modification of Existing Construction Contract, Change Order with Weber, Inc., Police Department Expansion Project – Phase 1A**
DATE: August 6, 2013

INTRODUCTION

The City Council will consider approving the attached resolution directing the modification of the existing construction contract for the Police Department Expansion Project – Phase 1A.

BACKGROUND

On April 8, 2013, the Council awarded Weber, Inc. a construction contract for the build out of offices and modification of existing areas in 1902 County Road B East in the amount of \$165,000. There have been no change orders to the contract to date.

DISCUSSION

The modifications consist primarily of small changes due to items found during the demolition of existing areas along with a few small items that were not included in the initial contract. These modifications result in an increase to the overall construction contract.

Re-routing of ducting (No Cost Change)

Change in construction plan to re-route ducting in plan room to allow for additional shelving.

Door frame and hardware changes (Subtraction)

Staff made changes to some of the details regarding door frames and hardware which results in an overall credit.

Duct insulation deletion and control sequencing change (Addition)

With the ceilings in some of the areas being open to the deck there is no need for duct insulation in those areas. The other portion of this item is fine tuning the HVAC system so that it is in line and consistent with the rest of the building.

Box in trolley beams (Addition)

This involves boxing in the trolleys that used to run in the mezzanine area. The contractor will box them in with sheetrock and then paint. This work was not included in the original contract.

Time extension (No Cost Change)

Due to lead times on some items the contractor is requesting 28 calendar days for substantial completion and 63 calendar days for final completion.

The change order costs are summarized below:

<u>Change Order #1</u>	<u>Amount</u>
1 Door frame and hardware changes	\$ (820.00)
2 Insulation deletion and re-sequencing	\$ 596.66
3 Box in trolley beams	\$ 2,159.85
Total Change Order No. 1	\$ 1,936.51

BUDGET

Approval of Change Order No. 1 will increase the project construction contract amount by \$1,936.51 from \$165,000 to \$166,936.51. No adjustments to the approved budget are needed at this time.

RECOMMENDATION

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, for the Police Department Expansion Project – Phase 1A.

Attachments:

1. Resolution Directing Modification of Existing Construction Contract, Change Order No. 1
2. Change Order Form

RESOLUTION
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT
POLICE DEPARTMENT EXPANSION PROJECT - PHASE 1A, CHANGE ORDER NO. 1

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Police Department Expansion Project – Phase 1A, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Police Department Expansion Project – Phase 1A, Change Order No. 1.

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

1. The Mayor is hereby authorized and directed to modify the existing contract by executing said Change Order No. 1 which is an increase of \$1,936.51.

The revised contract amount is \$166,936.51.

Adopted by the Maplewood City Council on this 12th day of August 2013.

**CHANGE ORDER
CITY OF MAPLEWOOD**

PROJECT NAME: Police Department Expansion Project - Phase 1A
CONTRACTOR: Derau Construction
CHANGE ORDER NO.: One (1)
DATE: August 12, 2013

The following changes shall be made in the contract documents:

ADD BID SCHEDULE CO #1 – CHANGE ORDER NO. 1

Item No.	Item Description	Amount
1	Door frame and hardware changes	\$ (820.00)
2	Insulation deletion and re-sequencing of HVAC	\$ 596.66
3	Box in trolley beams	\$ 2,159.85
4	Duct re-routing	\$ 0.00
5	Time extension as listed in report	\$ 0.00
TOTAL SCHEDULE CO #1		\$1,936.51
TOTAL NET CHANGE ORDER NO. 1		\$1,936.51

CONTRACT STATUS:

Original Contract: \$165,000.00
Net Change of Prior Changes: \$0.00
Change this Change Order: \$1,936.51
Revised Contract: \$166,936.51

Recommended By: SEH, Inc.

By: _____ Date: _____

Agreed to By: Weber, Inc.

By: _____ Date: _____

Approved By: City of Maplewood

By: _____ Date: _____

AGENDA REPORT

TO: Chuck Ahl, City Manager
FROM: Mychal Fowlds, IT Director
SUBJECT: **Approval of Resolution Directing Modification of Existing Construction Contract, Change Order with Weber, Inc., Police Department Expansion Project – Phase 2**
DATE: August 6, 2013

INTRODUCTION

The City Council will consider approving the attached resolution directing the modification of the existing construction contract for the Police Department Expansion Project – Phase 2.

BACKGROUND

On April 29, 2013, the Council awarded Weber, Inc. a construction contract for the build out of offices and modification of existing areas in 1830 County Road B East in the amount of \$359,000. There have been no change orders to the contract to date.

DISCUSSION

The modifications consist primarily of small changes due to items found during the demolition of existing areas along with a few small items that were not included in the initial contract. These modifications result in an increase to the overall construction contract.

Install lunch room frame ahead of time (Addition)

To keep staff from having to enter the construction zone we expedited the installation of the new lunch room door.

After hours removal of radiators (Addition)

To minimize impacts to the Citizen Services department we needed to remove the radiators along their hallway after hours.

Change flooring from VCT to carpet (Subtraction)

Staff chose to use carpet in storage areas to save additional costs.

Change door hardware (Subtraction)

Staff changed to a timed emergency exit rather than electronic locks.

Add floor sealant (Addition)

Due to the high moisture content in the spaces needing VCT the contractor needs to seal the concrete

prior to using the adhesive.

Plaster soffit (Addition)

Demolition of the soffit was outside the scope of the project but was necessary due to the difficulty of welding access.

No walls to deck in server room (Subtraction)

Originally it was thought to be necessary to build the walls in the server room to the deck so ensure the correct application of our fire suppressant. Instead, clips will be used to hold the ceiling tiles down so the fire suppression system will work as expected.

Patch holes in drywall (Addition)

Once all of the office furniture was removed we were left with many holes where the previous workstations were hung. Only a few of those anchors will be used therefore the rest of them need to be patched.

Time extension (No Cost Changes)

Add 15 calendar days for substantial completion.

The change order costs are summarized below:

<u>Change Order #1</u>	<u>Amount</u>
1 Installation of lunch room frame	\$ 465.15
2 After hours radiator removal	\$ 1,866.90
3 Change flooring selection to carpet	\$ (1,145.00)
4 Door hardware change	\$ (1,332.00)
5 Addition of floor sealant	\$ 827.20
6 Plaster soffit	\$ 1,435.35
7 No walls to deck in server room	\$ (52.00)
8 Patch holes in drywall	\$ 1,588.13
Total Change Order No. 1	\$ 3,653.73

BUDGET

Approval of Change Order No. 1 will increase the project construction contract amount by \$3,653.72 from \$359,000 to \$362,653.73. No adjustments to the approved budget are needed at this time.

RECOMMENDATION

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, for the Police Department Expansion Project – Phase 2.

Attachments:

1. Resolution Directing Modification of Existing Construction Contract, Change Order No. 1
2. Change Order Form

RESOLUTION
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT
POLICE DEPARTMENT EXPANSION PROJECT - PHASE 2, CHANGE ORDER NO. 1

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Police Department Expansion Project – Phase 2, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Police Department Expansion Project – Phase 2, Change Order No. 1.

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

1. The Mayor is hereby authorized and directed to modify the existing contract by executing said Change Order No. 1 which is an increase of \$3,653.72.

The revised contract amount is \$362,653.72.

Adopted by the Maplewood City Council on this 12th day of August 2013.

**CHANGE ORDER
CITY OF MAPLEWOOD**

PROJECT NAME: Police Department Expansion Project - Phase 2
CONTRACTOR: Weber, Inc.
CHANGE ORDER NO.: One (1)
DATE: August 12, 2013

The following changes shall be made in the contract documents:

ADD BID SCHEDULE CO #1 – CHANGE ORDER NO. 1

Item No.	Item Description	Amount
1	Install lunch room frame	\$ 465.15
2	After hours radiator removal	\$ 1,866.90
3	Flooring change to carpet	\$ (1,145.00)
4	Door hardware change	\$ (1,332.00)
5	Addition of floor sealant	\$ 827.20
6	Addition of soffit work	\$ 1,435.35
7	No walls to deck in server room	\$ (52.00)
8	Patch holes in drywall	\$ 1,588.13
9	Time extension as listed in report	\$ 0.00
TOTAL SCHEDULE CO #1		\$3,653.73
TOTAL NET CHANGE ORDER NO. 1		\$3,653.73

CONTRACT STATUS:

Original Contract: \$359,000.00
Net Change of Prior Changes: \$0.00
Change this Change Order: \$3,653.73
Revised Contract: \$362,653.73

Recommended By: SEH, Inc.

By: _____ Date: _____

Agreed to By: Weber, Inc.

By: _____ Date: _____

Approved By: City of Maplewood

By: _____ Date: _____

Agenda Report

TO: City Council
FROM: Charles Ahl, City Manager
DATE: August 6, 2013
SUBJECT: **Clarification of Wording for Leave Provisions in City Manager Contract**

INTRODUCTION/SUMMARY

In reviewing the City Manager's contract, a typo was discovered regarding leave provisions. The contract provides that the City Manager shall accrue annual leave at the 20-year rate (29 days). However, the intent was to recognize City Manager Ahl's more than 20 years of service. The correct annual leave accrual rate shall be the start of 21 years (34 days).

RECOMMENDATION

Staff recommends a motion to approve the clarification of leave provisions for the City Manager contract to provide for an accrual rate of 34 days per year.

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AGENDA REPORT

TO: Charles Ahl, City Manager
FROM: Gayle Bauman, Finance Director
SUBJECT: **Consider Approving Refinancing Plan for Properties Owned by Dakota Communities, Inc.**
a. Resolution Giving Host Approval to the Issuance of Revenue Bonds by the Dakota County Community Development Agency
DATE: July 30, 2013 for August 12, 2013 council meeting

INTRODUCTION

The purpose of this public hearing is to afford an opportunity for citizens to comment on a proposed issuance by the Dakota County Community Development Agency of its revenue bonds in the approximate amount of \$3,500,000 (the Bonds) to provide funds for Dakota Communities, Inc. to refinance certain outstanding debt used to finance the acquisition of approximately 31 separate group homes, including two properties located (i) near the intersection of Larpenteur Avenue East and Darlene Street in the City, and (ii) near the intersection of Brookview Drive East and Century Avenue North in the City. The City Council has been requested to provide “host approval” of the Bonds as they relate to the refinancing of properties located in the City.

There are no expenses for Maplewood for this action and no risk to the City.

RECOMMENDATION

It is recommended that the City Council conduct the public hearing on this issue. Following the public hearing, the City Council should adopt a motion approving the attached Resolution Approving the Issuance of Revenue Bonds by the Dakota County Community Development Agency giving host approval of the Bonds.

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Attachment(s):

1. Resolution

CITY OF MAPLEWOOD, MINNESOTA**Resolution Approving the Issuance of Revenue Bonds by the
Dakota County Community Development Agency**

WHEREAS, the Dakota County Community Development Agency (the “**CDA**”) has received a request that it issue approximately \$3,500,000 of qualified 501(c)(3) revenue bonds (the “**Bonds**”) and to loan the proceeds of the Bonds to Dakota Communities, Inc., a Minnesota 501(c)(3) corporation (the “**Borrower**”) to refinance 31 scattered site properties owned by the Borrower and located in the State of Minnesota, including two properties located in the City of Maplewood, Minnesota (the “**City**”) (the “**Project**”). The properties to be refinanced are comprised primarily of 4-6 bedroom homes owned and operated by the Borrower as residences to provide support and services for people with intellectual, developmental, and physical disabilities;

WHEREAS, pursuant to Minnesota Statutes, Section 469.152 to 469.1655 (the “**Act**”) the CDA is authorized to issue the Bonds to finance the properties located in the City (the “**Maplewood Property**”) pursuant to an intergovernmental agreement with the City;

WHEREAS, pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended (“**Section 147(f)**”), each governmental unit in which facilities to be financed by the Bonds are located must approve the issuance of the Bonds following a public hearing; and

WHEREAS, a public hearing regarding the issuance of the Bonds to refinance the Maplewood Property was held by the City Council on the date hereof following duly published notice, at which hearing all persons that desired to speak were heard.

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

1. The City hereby approves the issuance of the Bonds by the CDA for purposes of the Act and Section 147(f). Notwithstanding such approval, the adoption of this resolution shall not be deemed to establish a legal obligation on the part of the City or the CDA to issue or to cause the issuance of the Bonds. The Bonds, if issued by the CDA, will not constitute a charge, lien, or encumbrance, legal or equitable, upon any property of the City. The Bonds will be payable solely from said revenues and property of the Borrower specifically pledged to the payment thereof, and will not constitute a debt or pecuniary liability of the City or the CDA within the meaning of any constitutional or statutory limitation.

2. This resolution shall constitute an intergovernmental agreement between the City and the CDA for purposes of Minnesota Statutes 469.155, Subd. 9 without the requirement of any further action by the City or the CDA.

3. The appropriate officers of the City are hereby authorized and directed to execute documents and certificates which are reasonably required by the CDA or its bond counsel to complete the transaction described herein. The execution of any instrument by the appropriate officer or officers of the City shall be conclusive evidence of the approval of such documents in accordance with the terms of this resolution. The City hereby authorizes the CDA to issue the Bonds to finance the Project and to take all actions necessary or desirable in connection therewith, and no further approval or authorization of the City shall be required.

Adopted this 12th day of August, 2013

Mayor

ATTEST:

City Clerk

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MEMORANDUM

TO: Charles Ahl, City Manager
FROM: Michael Martin, AICP, Planner
 David Fisher, Interim Community Development Director
SUBJECT: **Approval of Resolution for a Conditional Use Permit and Design Review, Maplewood Auto Mall, a Used Auto Sales Business**
LOCATION: 2529 White Bear Avenue (former Super America building)
DATE: August 6, 2013

INTRODUCTION

Lyudmila Cooper, of Maplewood Auto Mall, is proposing to sell used autos in the vacant, former gas station building (building "B") located at 2529 White Bear Avenue. Selling used autos requires a conditional use permit (CUP) be approved by the city council. In addition, the applicant is proposing to repaint the façade. The city council initially considered this item at its meeting on July 22, 2013, but tabled the item so the landlord could work on its parking plan and address existing tenant's concerns.

BACKGROUND

March 22, 1988: The community design review board approved the plans for the Maplewood Auto Center. This facility was developed as an automotive center for auto parts, sales, and vehicle repairs.

April 24, 1989: The city council denied an appeal of two of the community design review board's conditions for approval of the Maplewood Auto Center (Attachment 2) including: 1) The exit on White Bear Avenue shall have only one exit lane, a "no left turn" sign and stop sign; and 2) there shall be no outside storage or displays of products or merchandise.

November 22, 1999: The city council approved a CUP for Credit Equity Sales to open a motor vehicle sales business for this location. In the year 2000, this permit was taken over by Midwest Auto.

July 9, 2001: The city council approved a CUP for Credit Equity to reopen a motor vehicle sales business for this location.

August 27, 2001: The city council approved a CUP for Alamo Car Rental to lease motor vehicles.

April 22, 2003: The CDRB (community design review board) approved a comprehensive sign plan amendment and design review change.

July 27, 2004: The CDRB approved changes to the property owner's color scheme for the larger building and its pylon sign.

DISCUSSION

Parking

The property owner submitted a parking plan to city staff on July 8, 2013. This plan was included with the staff report that went to the planning commission on July 16, 2013 and to the city council at its

meeting on July 22, 2013. The plan is attached to this report. Within the plan the landlord has indicated where each business may store vehicles and where customers and employees may park. The areas for customer and employee parking are meant to be shared among all the businesses on site but each tenant has spaces that are dedicated for their use only. Staff reviewed aerial photos and did an on-site count and the site currently has 117 parking spaces, with 18 additional spaces being proposed by the applicant.

The city code does not have a specified parking requirement for auto dealerships. The city has applied the commercial retail parking requirement for all dealerships, meaning for every 200 square feet of commercial space, a parking space must be provided. In addition, for motor vehicle repair city code requires two spaces for each service stall, one space for each employee and one space for each business vehicle stored on the site. With these requirements, the city code requires this site to have 89 parking spaces. If the proposed 18 additional spaces are approved staff's analysis shows that this site would have 46 extra parking spaces. For multi-tenant buildings the city has always enforced the overall required parking space number and required property owners or managers to allocate the parking spaces to the individual tenant.

Tenant Name	No. of Bays	Retail/Office Space	Required Parking Spaces
Ken's Auto	2	500 sf	9
Hernandez	2	200 sf	7
Eagle Auto Sales	2	300 sf	8
Car Guy of Maplewood	2	300 sf	8
Danny's Auto Service	3	300 sf	11
Alpha One/MLC	3	300 sf	11
Sparks Car Care	2	700sf	10
Cooper Motors (MAM)	4	2,500 sf	25
TOTAL	20	5,100 sf	89 spaces

The proposed 18 new spaces would include five spaces on the east side of the former gas station building and 16 under the canopy where the gas pumps used to be. City code requires 60 degree angled parking to be 15'6" in length with a drive aisle of 22'. The distance from the curb next to the building to the westerly support beam for the canopy is 37'6" which meets code requirements for parking stalls and a drive aisle. Under the canopy, the distance between the support beams is 31'. This means the only parking that can occur under than canopy is for inventory. The city code does not have any parking stall dimension requirements for vehicle inventory for dealerships. This area which would have eight spaces should have signage indicating no customer parking, but otherwise should be striped for parking and kept in an orderly manner. The distance between the easterly support beam of the canopy to the existing parking along the east property line is 47 feet at its closest point – meeting all code requirements.

To summarize, the city in the past has only required new and used car dealerships to provide parking spaces based on square footage of retail and office space and the number of service bays on site. Inventory spaces must be above and beyond the code required number and is not regulated for space dimensions. All inventory parking must still be striped and kept in an orderly manner with only operable cars on display. The property owner has submitted additional site plans and parking information which has been attached to this report. All the figures discussed in this section were either verified by staff or derived from staff analysis.

Conditional Use Permit

Currently there are three conditional use permits (CUP) for this site – two for used auto sales and one for auto rental. As this site developed, when new uses were proposed a new CUP was created

instead of just amending the existing CUP as is the city's practice today. Based on advice from the city attorney, staff is proposing to fold the three existing CUPs into one CUP while also conditioning for the proposed additional used auto sales the council is being asked to consider. The new, single CUP will allow auto repair, auto detailing, auto rental, used auto sales and auto washing. All tenants and the site will be governed by the same rules.

Staff feels having one CUP govern the site will allow for better enforcement and understanding of the CUP conditions while also allowing the council to set the rules for the entire auto center and not for each business. In terms of parking, staff is proposing the applicant submit a revised parking plan any time there is a change of use for the occupancy of a suite or the building is physically altered in any way. The plan is to ensure the landlord continues to meet the minimum parking requirements as required by code.

The current CUPs for used auto sales limit auto sales to be by-appointment only. This was a condition requested by the original recipients of the CUPs. It was mentioned at the last council meeting that one of the existing used auto sales businesses currently operates as a general retail, walk-in business. Staff finds the by-appointment only condition unenforceable and not a concerning factor for this site and recommends eliminating this language from the new, combined CUP for this site.

In addition, staff wants to be clear that the property owner is ultimately responsible for compliance with any and all CUP conditions and the new CUP is written in a manner to reinforce this point. If a tenant is not meeting a condition of the CUP, city staff will contact the property owner or manager to address the problem. On the day of writing this report staff revisited the site and found cars double-parked, parking between the stripes was not being adhered to in the rear lot and the southwest corner of the lot is accumulating dirt and debris. All of these issues are addressed in the conditions of the CUP and must be dealt with by the property owner or manager before any additional licenses are granted by the city.

Finally, currently there is not an enclosed structure for trash servicing the old gas station building. A condition of approval would be for the applicant to submit a plan to staff for how it intends to deal with trash and if needed to submit design plans for an enclosure, subject to the city's design review process. Staff recommends conditioning the issuance of a license for auto sales on the property owner first addressing the trash enclosure issue.

Design Review

Staff does not find any problem with this proposal, especially due to the fact that the applicant's submitted plan shows the same color scheme as the adjacent multi-tenant building. The applicant has already painted the building, but has adhered to the recommendation of the community design review board, but still technically needs council approval. The repainting of the building does give the building a fresh look after sitting vacant for many years.

Signage

There is a comprehensive sign plan approved for this site. Wall Signs for Tenants of building B (former Super America Gas Station) have the following requirements:

- a. Wall signage is limited to two signs including one of individual channel letters not to exceed 28-inches high and one readerboard sign not to exceed 24 square feet. Both signs to be placed on the east side of the building.
- b. Canopy signage is limited to one individual channel letter sign not to exceed 24 inches high. Canopy signage is limited to the east side of the canopy.

DEPARTMENT REVIEW

Fire Marshal's Comments

Butch Gervais, the Maplewood Fire Marshal, has the following comments regarding this proposal:

- Fire protection systems (fire extinguishers and a sprinkler system) shall meet all requirements of the code. These systems shall be approved and installed before the applicant begins his business.
- All vehicles shall be operational. There have been problems with inoperable vehicles on site.
- There shall be no parting-out of vehicles outside the building and left in the parking lot.
- The parking lot shall be kept clear of junk.
- All service work that is needed on vehicles shall be completed inside a proper service garage.
- There shall be an after-hours contact person on record with the city's emergency dispatcher.

Police Comments

Lieutenant Richard Doblar, of the Maplewood Police Department, finds no public safety concerns, but has concerns regarding the traffic patterns through the lot and the adjacent Mapleridge Shopping Center.

Building Official's Comments

David Fisher, the Maplewood Building Official, has the following comments. The applicant shall:

- Verify what was in the space in the past. If the building occupancy has changed, the applicant shall need to comply with all applicable code requirements relative to his new building use. A building permit may then be required.
- Verify that the parking used with this business does not obstruct fire department access for their trucks.

COMMITTEE ACTION

Planning Commission

On July 16, 2013, the planning commission held a public hearing and recommended approval of the proposed CUP revision for used auto sales business.

Community Design Review Board

On June 25, 2013 the community design review board recommended approval of the design plans for the proposed façade improvements. The board recommended the applicant be required to match the wall color and striping of building A.

RECOMMENDATIONS

- A. Adopt the resolution attached to this report approving a conditional use permit for auto repair, auto detailing, auto rental, used auto sales and auto washing at 2525 and 2529 White Bear Avenue. Approval is based on the findings required by the code and subject to the following conditions:
1. All façade improvements for the Maplewood Auto Mall (Cooper Motors) used auto sales business shall follow the plans approved by the city. The director of community development may approve minor changes.
 2. The property owner shall comply with the signage requirements of the city code and the auto center's sign criteria.
 3. Fire protection systems (fire extinguishers and a sprinkler system) shall meet all requirements of the code. These systems shall be approved and installed before the applicant begins his business.
 4. All vehicles on-site shall be operational.
 5. Ensure that there is no illegal parking on the site including no parking on the grass and no stacking of vehicles (i.e., two vehicles to one stall).
 6. Ensure that the entire site is cleared of trash including all illegally dumped material located within the drainage ditch behind the auto mall.
 7. Ensure that trash dumpsters are placed inside enclosures at all times.
 8. Ensure that the site is in compliance with the city's temporary sign ordinance including obtaining a sign permit for all temporary signs over 12 square feet and only allowing one temporary sign per business located within the center.
 9. Ensure that all landscaped areas are maintained including removing all weeds from the landscaped area around the base of the center's pylon sign.
 10. There shall be no parting-out of vehicles outside the building and left in the parking lot.
 11. Auto salvage businesses are prohibited from operating at this site.
 12. The parking lot shall be kept clear of junk and dirt.
 13. All service work that is needed on vehicles shall be completed inside a proper service garage.
 14. There shall be an after-hours contact person on record with the city's emergency dispatcher.
 15. If the building occupancy changes, the property owner shall comply with all applicable code requirements relative to the new building use. A building permit may then be required.
 16. Verify that the parking on-site does not obstruct fire department access for their trucks.

17. All tenants at the Maplewood Auto Center must adhere to the parking plan, dated July 8, 2013, as submitted by the property owner to city staff. A parking plan needs to be filed with city staff at all times indicating the property is meeting the minimum parking requirements and how the spaces are allocated to each tenant. A new parking plan shall be filed any time a suite changes use or the building is physically altered in any way.
 18. Parking in the center of the canopy, adjacent to the 2529 building, shall be for inventory only. A no customer parking sign shall be posted.
 19. The city council shall review this permit in one year.
 20. The property owner shall provide city staff a plan for trash removal or design plans for a new enclosed structure for the 2529 building, subject to the city's design review process.
 21. The property owner or manager is responsible for compliance of all conditions listed in this permit. If any tenant is found out of compliance the city will notify the property owner or manager in order to rectify the situation.
- B. Approve the design plans attached to this report for the façade improvements on building B (former Super America) located at 2529 White Bear Avenue.
1. Color of stucco should be tan, matching building A.
 2. Color striping sequence on the canopy shall match the existing sequence on building A.

CITIZEN COMMENTS

Staff surveyed the owners of the 18 properties within 500 feet of the proposed used auto sales business for their comments. Of the four replies, one had "no comment," two were in favor and one was opposed.

In Favor

I have no objections as long as they maintain a clean operation especially along White Bear Avenue. A landscaped buffer along White Bear Avenue would be preferred. (Bachmans, 2600 White Bear Avenue North)

We agree to the use of the property as proposed by Mila Cooper. (Regal Car Wash, 2635 White Bear Avenue)

Opposed

My name is Antoniette Guzzo. Per my mother's (Carol Guzzo) request, I am responding to your request for my mother's opinion regarding the Maplewood Auto Mall Proposal. Carol has reviewed the proposal to have a used auto sales at 2525 White Bear Avenue and with careful consideration has decided not to provide a favorable opinion. She would not like to see a used car lot in this area as it does not fit within the demographics of the area.

White Bear Avenue has been an area where people come to frequent specialty stores and Hwy 61 has been delegated for new and used car dealers. Carol would like to preserve White Bear Avenue's slow paced family orientated atmosphere and request that this Auto Mall is located somewhere on Hwy 61. Carol is also concerned with the following points if this Auto Mall is approved.

- Bright Lights - Car lots usually require brighter lights to showcase their vehicles and to help deter theft. If more lights are added it would be an eye soar to surrounding residence which would bring down the value of their homes.
- Theft - There is a potential of people using the land behind Carol's property to access the Auto Mall.

(Carol Guzzo 1876 County Road C. E.)

No Comments

I have no comments. (Alerus Financial, 401 Demers St., Grand Forks, ND)

REFERENCE INFORMATION

SITE DESCRIPTION

Site Size: 4.8 acres

Existing Use: Maplewood Auto Center and former Super America building

SURROUNDING LAND USES

North: A multi-tenant commercial building and vacant property.

South: Mapleridge Shopping Center

West: Undeveloped wetlands owned by Ramsey County.

East: Across White Bear Avenue are Bachman's and the Goodwill.

PLANNING

Land Use Plan: C (Commercial)

Zoning: BC (Business Commercial)

Ordinance Requirements

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.

Section 44-512 (5) (a) requires a CUP for the sale of used motor vehicles.

Section 44-1097 (a) states that the city council may approve a CUP, based on nine standards. Refer to the findings in the attached resolution.

APPLICATION DATE

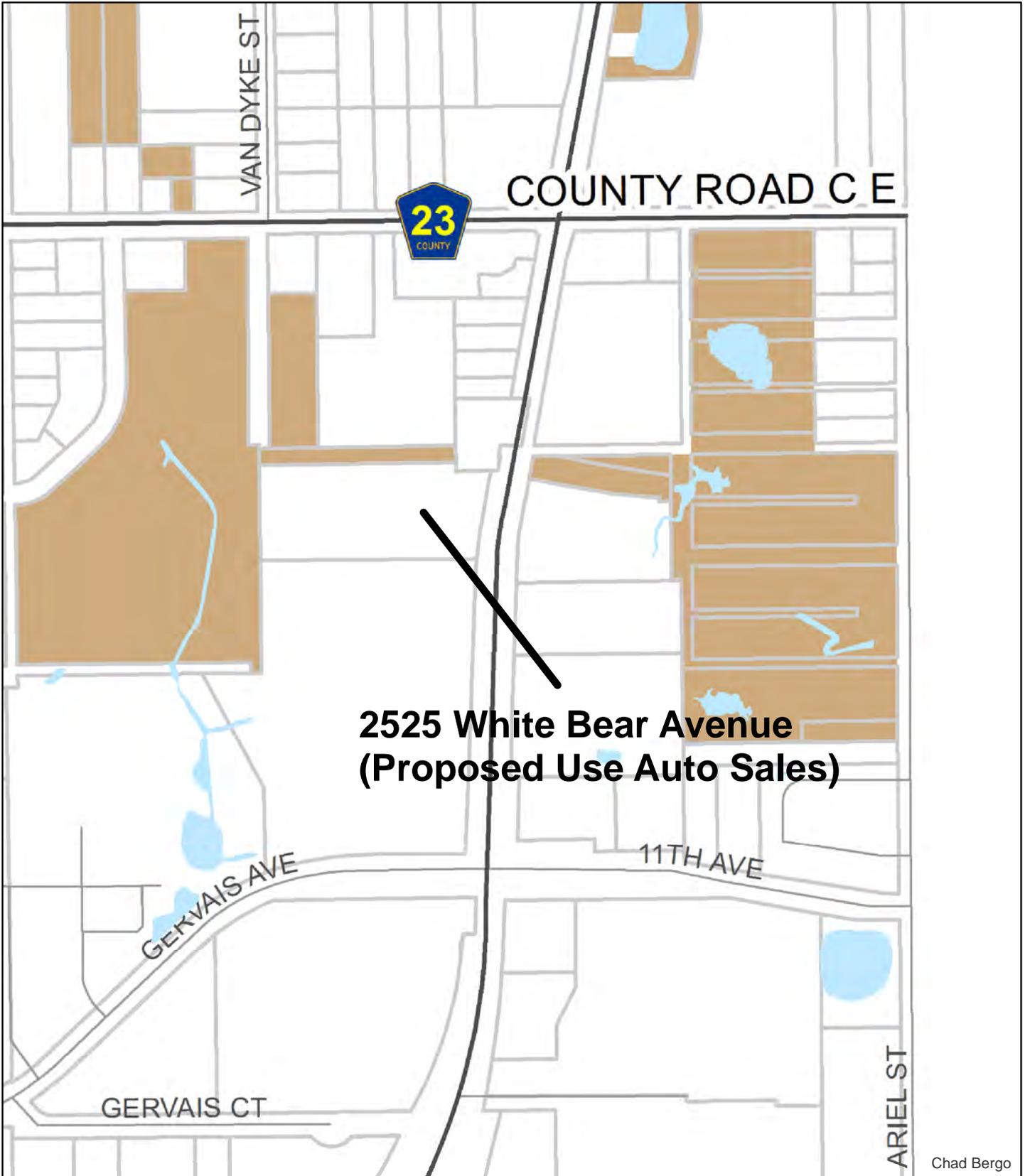
Staff received the complete application and plans for this proposal on June 11, 2013. State law requires that the city take action within 60 days of receiving complete applications for a proposal. The city is allowed to extend its review for an additional 60 days if needed. City council action was originally required on this proposal by August 10, 2013. The city did file for an extension of the review meaning the deadline is now October 9, 2013.

P:\SEC11\Maplewood Auto\CUP Amendment Request_2013

Attachments:

1. Location Map
2. Aerial Map
3. Land Use Map
4. Zoning Map
5. Site Plan
6. Parking Plan

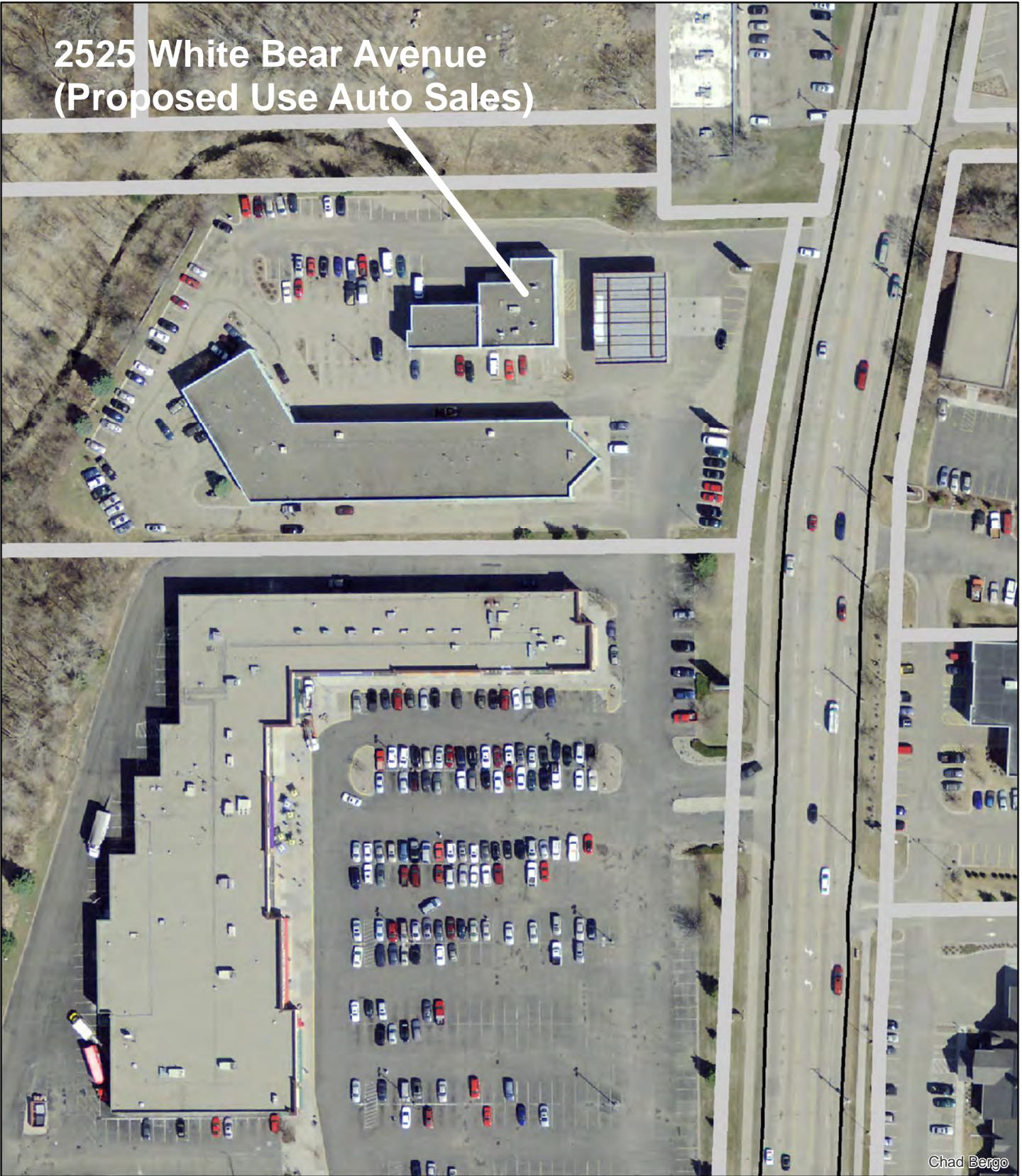
7. Façade Update Plans
8. Applicant's Letter of Request
9. Community Design Review Board minutes, dated June 25, 2013
10. Planning Commission minutes, dated July 16, 2013
11. Excerpt from Property Owner's Template Lease Regarding Parking
12. Property Owner's Parking Rules
13. Property Owner Supplied Parking Calculations
14. Property Owner's Site Plans
15. Emails from Existing Tenants
16. Conditional Use Permit Resolution



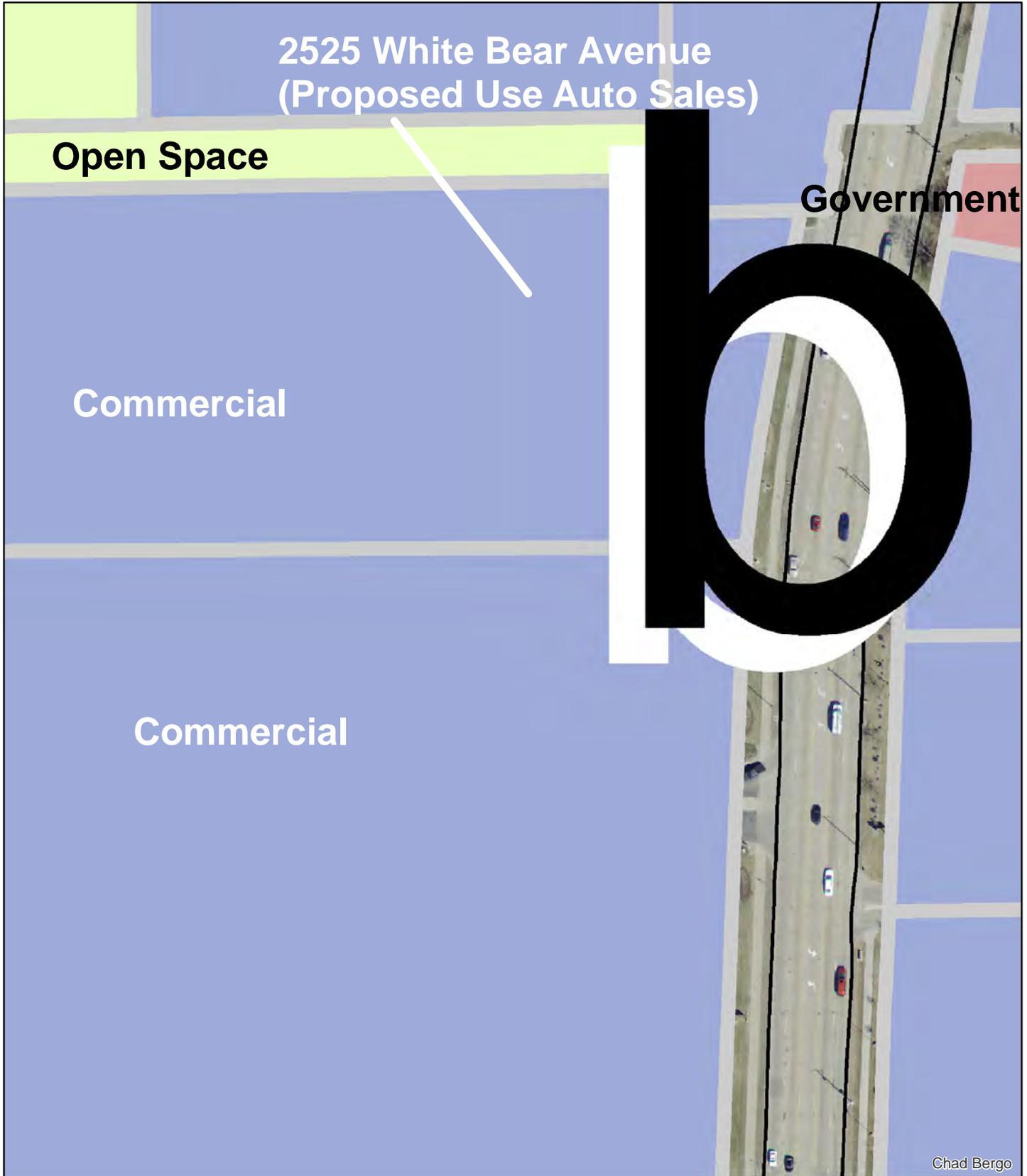
Chad Bergo

Proposed Used Auto Sales - 2525 White Bear Avenue

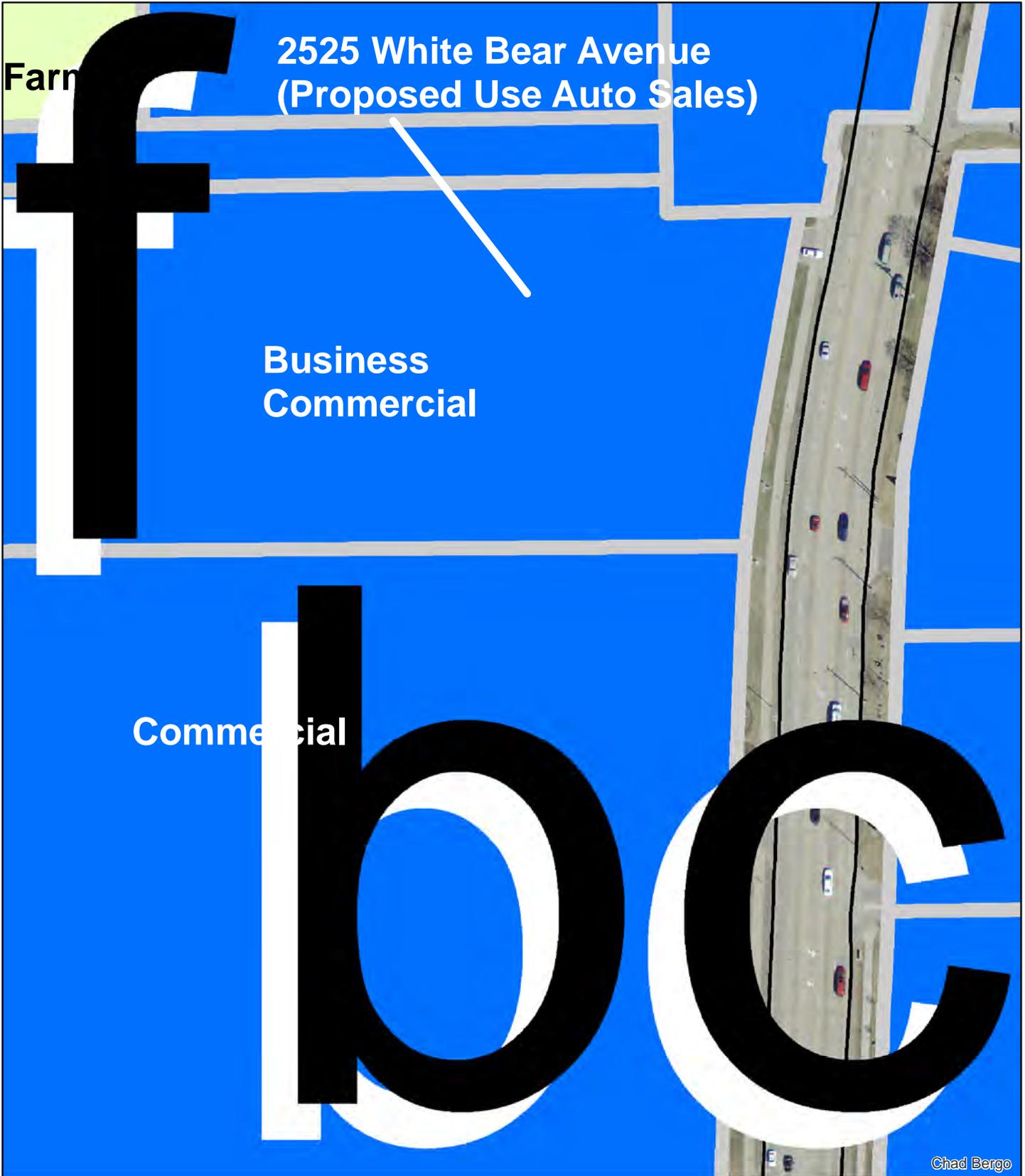
Location Map



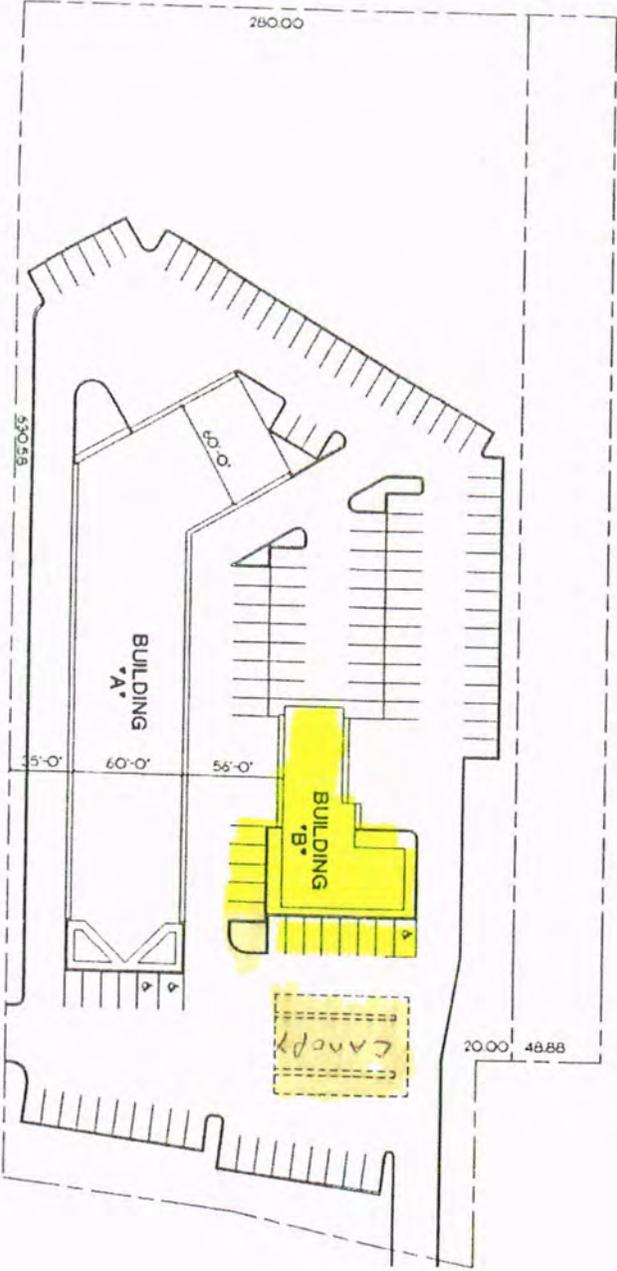
Proposed Used Auto Sales - 2525 White Bear Avenue
Aerial Map



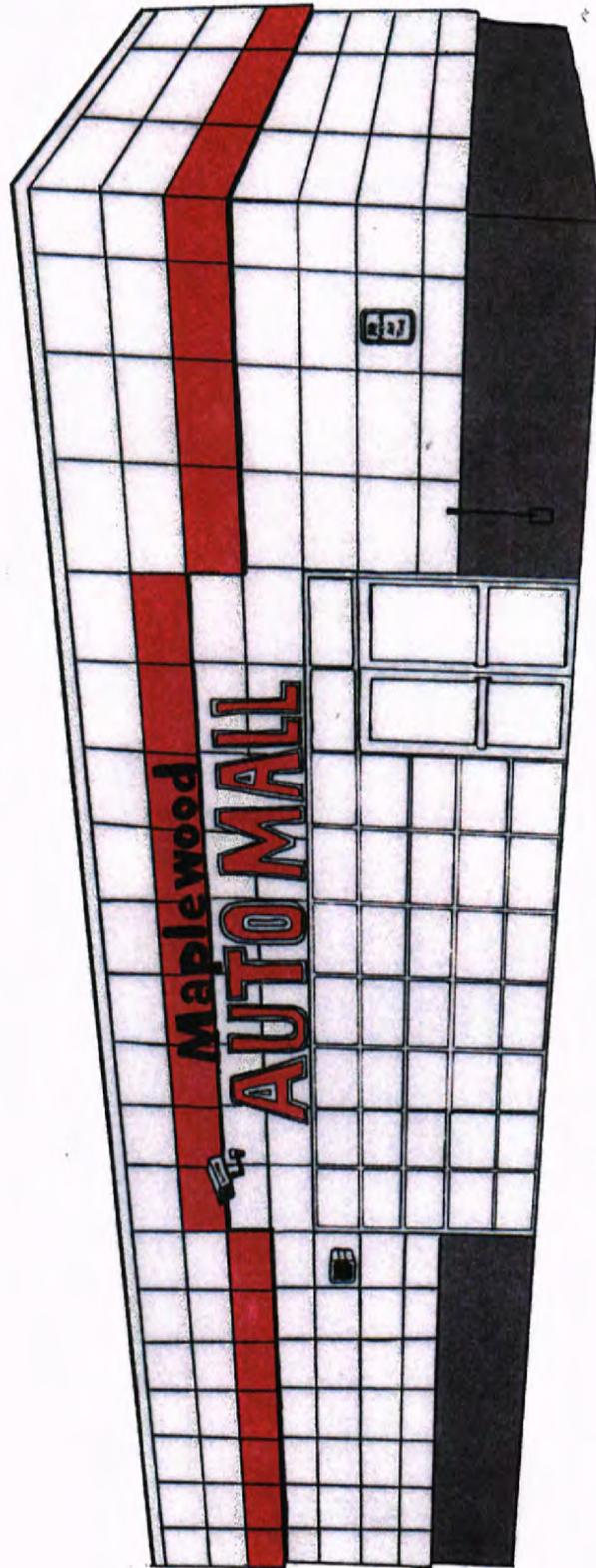
Proposed Used Auto Sales - 2525 White Bear Avenue
Future Land Use Map



Proposed Used Auto Sales - 2525 White Bear Avenue
Zoning Map

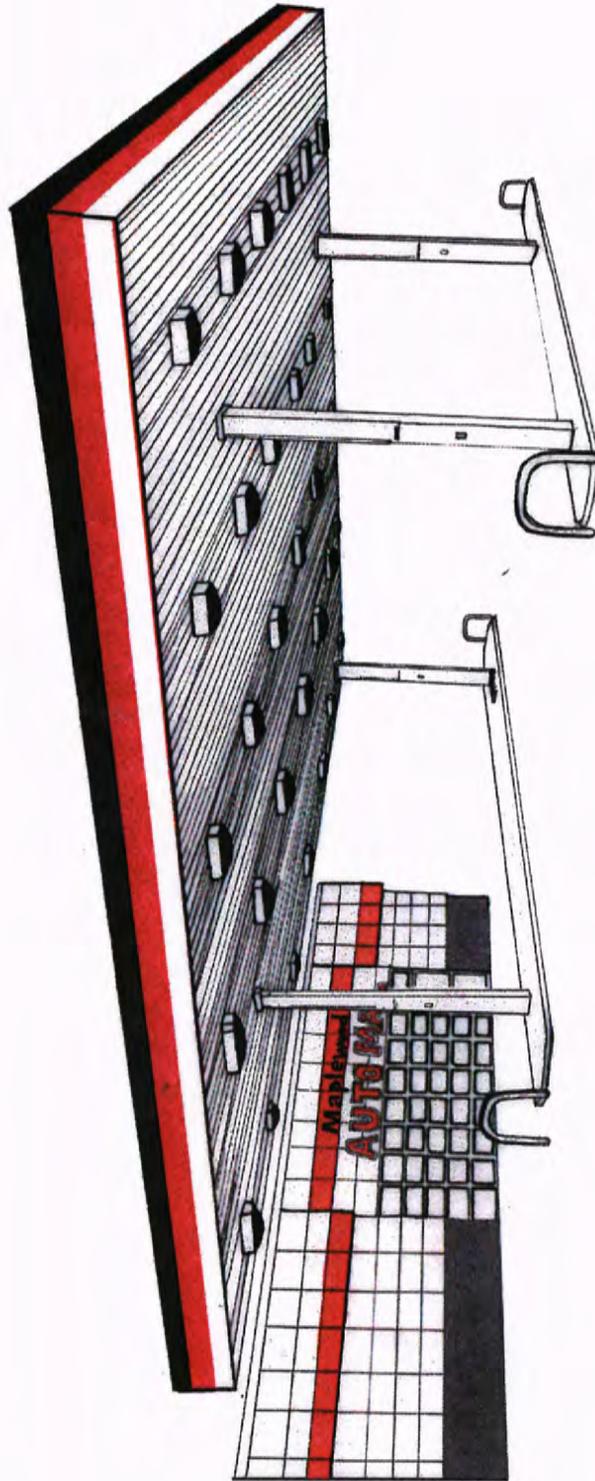


COMING IN THE SUMMER OF 2013

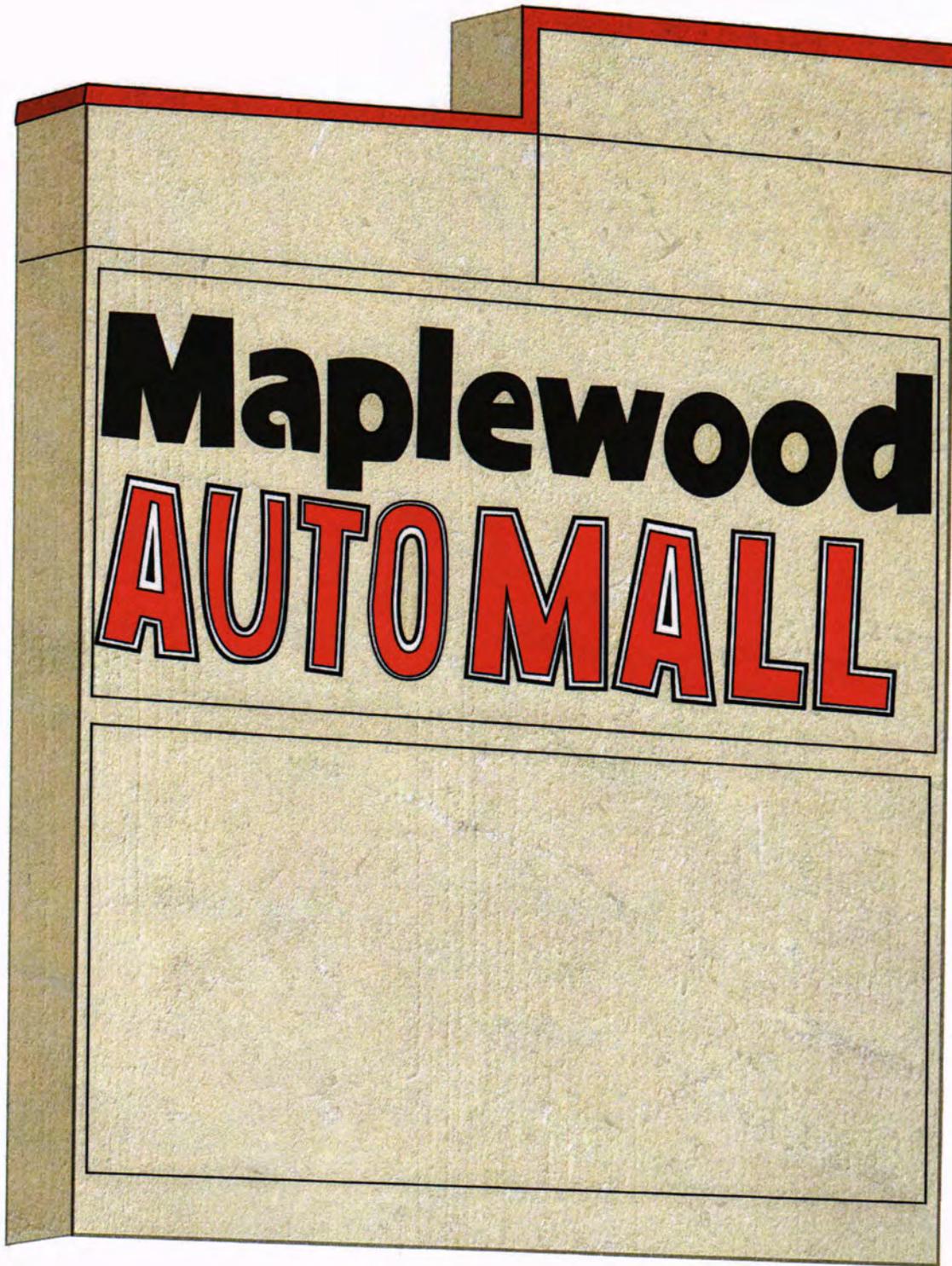


**MAPLEWOOD
AUTO MALL**

COMING IN THE SUMMER OF 2013



**MAPLEWOOD
AUTO MALL**



MAPLEWOOD AUTO MALL CUP	PROPOSED LOCATION:	Lyudmilla ("Mila")
	2524 WHITE BEAR AVENUE, BUILDING B	Cooper
	MAPLEWOOD, MN 55109	651-351-0036
		milacooper@yahoo.com

APPLICANT'S STATEMENT

Objective

Mila Cooper and Cooper Motors, LLC d/b/a Maplewood Auto Mall desires to move to the former Super America property located at 2525 White Bear Avenue. Cooper Motors is an independent automobile sale and leasing dealership currently located in Stillwater. Cooper Motors has reached agreement on a five-year lease for the property (owned by MNMAC Real Estate Trust, LLC), conditioned upon the City's approval of this CUP. The proposed Maplewood Auto Mall is a separate structure from the Maplewood Auto Center, which is an office/light industrial building on the same property with several other small businesses related primarily to automobile services.

Criteria for Approval Met, in the order they appear on the CUP Application:

1. The use would be located, designed, maintained, constructed, and operated 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: The property has two components: an office building--"Building A" and Building B--the proposed location--which was formerly operated as a Super America convenience store. The office building is referred to as the Maplewood Auto Center and houses a variety of car-related businesses. The addition of Maplewood Auto Mall will compliment the current use of the property. Use of the property will require only cosmetic improvements and changes to signage. Sign and lettering will be within the Plan previously approved for the Super America signage.
3. The use will not depreciate the property values: the property will be updated and a lot that has been inoperable for five years will be put to use.
4. The business is sales and light mechanical and would not be hazardous or a nuisance due to excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference, or other nuisances.
5. There will be no change in existing traffic patterns. The use of the property would result in considerably less traffic than the previous use as a convenience store.
6. The use will be served by adequate public facilities and services: all changes to the property are cosmetic and all existing services are adequate for the proposed use.

MAPLEWOOD AUTO MALL CUP	PROPOSED LOCATION:	Lyudmilla ("Mila")
	2524 WHITE BEAR AVENUE, BUILDING B	Cooper
	MAPLEWOOD, MN 55109	651-351-0036
		milacooper@yahoo.com

7. The use would not create excessive additional costs for public facilities or services: the proposed use is in conformity with other businesses in the area, plus the sales tax revenue generated by automobile sales would offset any potential change in existing services.
8. The use is within the plan already approved by the city, and cosmetic improvements to the vacant property would maximize the design and scenic features of the site.
9. The use would cause minimal adverse environmental effects, as any potential effects would be far less than the gasoline sales and high-traffic business of the Super America or similar convenience store/gas station.
10. The proposed use would not require the Council to waive any of the CUP criteria.

MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, JUNE 25, 2013

6. DESIGN REVIEW

a. Design Review for a Façade Improvement - Maplewood Auto Mall, 2525 White Bear Avenue

- i. Planner, Michael Martin, gave the report and answered questions of the board.
- ii. Attorney, Dan Westerman, representing the owners of Cooper Motors, Mila and Sean Cooper, addressed and answered questions of the board.

Boardmember Shankar moved to approve the design plans attached to the staff report for the façade improvements on building B (former Super America) located at 2525 White Bear Avenue. (Additions to the motion are in bold and underlined.)

a. Color of stucco should be tan, matching building A.

b. Color striping sequence on the canopy shall match the existing sequence on building A.

Seconded by Boardmember Kempe.

Ayes – All

The motion passed.

DRAFT
MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, JULY 16, 2013

5. PUBLIC HEARING

b. Conditional Use Permit for Maplewood Auto Mall a Used Auto Sales Business at 2529 White Bear Avenue.

- i. Senior Planner, Tom Ekstrand gave the report on the Maplewood Auto Mall Used Auto Sales Business and answered questions of the commission.

Chairperson Desai opened the public hearing.

Attorney for the applicant, Dan Westerman, 855 Village Center Drive, St. Paul, addressed and answered questions of the commission.

Chairperson Desai closed the public hearing.

Commissioner Tripler moved to approve the resolution in the staff report approving a conditional use permit for used car sales at 2529 White Bear Avenue. Approval is based on the findings required by the code and subject to the following conditions:

1. All façade improvements for the Maplewood Auto Mall used auto sales business shall follow the plans approved by the city. The director of community development may approve minor changes.
2. The applicant shall comply with the signage requirements of the city code and the auto center's sign criteria.
3. Fire protection systems (fire extinguishers and a sprinkler system) shall meet all requirements of the code. These systems shall be approved and installed before the applicant begins his business.
4. All vehicles shall be operational. There have been problems with inoperable vehicles on site.
5. There shall be no parting-out of vehicles outside the building and left in the parking lot.
6. The parking lot shall be kept clear of junk.
7. All service work that is needed on vehicles shall be completed inside a proper service garage.
8. There shall be an after-hours contact person on record with the city's emergency dispatcher.

9. Verify what was in the space in the past. IF the building occupancy has changed, the applicant shall need to comply with all applicable code requirements relative to his new building use. A building permit may then be required.
10. Verify that the parking used with this business does not obstruct fire department access for their trucks.
11. The proposed motor vehicle sales use must be substantially started within one year of city council approval or the permit shall be come null and void. The council may extend this deadline for one year.
12. The city council shall review this permit in one year.
13. The property owner shall provide city staff a plan for trash removal or design plans for a new enclosed structure, subject to the city's design review process.
14. All tenants at the Maplewood Auto Center must adhere to the parking plan, dated July 8, 2013, as submitted by the property owner to city staff.

Seconded by Commissioner Arbuckle.

Ayes – Chairperson Desai,
Commissioner's
Arbuckle, Donofrio, Durand,
Ige, Kempe & Tripler

Nay – Commissioner
Bierbaum

Commissioner Bierbaum voted nay because he didn't feel this was an appropriate location for a car lot.

The motion passed.

percentage of the original Taxes paid by Tenant from which the refund was derived. Such credit invoice may be applied by Tenant to any payments next owing by Tenant under this Lease.

D. In addition to the foregoing, Tenant at all times shall be responsible for and shall pay, before delinquency, all taxes levied, assessed or unpaid, on any leasehold interest, any right or occupancy, any investment of Tenant in the Premises or any personal property of any kind owned, installed or used by Tenant, including Tenant's leasehold improvements or on Tenant's right to occupancy the Premises.

ARTICLE 11: COMMON AREA

A. The term "Common Area" means the entire area designed from time to time by Landlord for common use or benefit for the occupants of the Shopping Center including, but not by way of limitation, parking lots, landscaped and vacant areas, passages for trucks and automobiles, areaways, roads, walks, enclosed mall (if any), curbs, corridors, courts and arcades, together with facilities such as washrooms, comfort rooms, lounges, drinking fountains, toilets, stairs, ramps, elevators, escalators, shelters, community rooms, porches, bus stations and unloading docks, with facilities appurtenant to each and water filtration and treatment facilities including but not limited to, treatment plant(s) and settling ponds whether located within or outside of the Shopping Center. Subject to reasonable, nondiscriminatory rules and regulations to be promulgated by Landlord, the Common Area is hereby made available to Tenant and its employees, agents, customers, invitees and Landlord for the purposes for which constructed. Landlord shall have the right to change the location and arrangement of parking areas and other Common Area; to enter into, modify and terminate easements and other agreements pertaining to the use and maintenance of the Common Area; to construct surface or elevated parking areas and facilities; to establish and change the level of parking surfaces; to close all or any portion of the Common Area to such an extent as may, in the opinion of Landlord's counsel be necessary to prevent a dedication thereof or the accrual of any rights to any person or to the public therein; to close temporarily any or all portions of the Common Area; and to do and perform such other acts in and to said areas and improvements as, in the exercise of good business judgment, Landlord shall determine to be advisable with a view to the improvement of the convenience and use thereof by tenants, their officers, agents, employees and customers. Landlord may require the payment to it of a reasonable fee or charge by the public for the use of all or part of the Common Area which may be by meter or otherwise and in such event the net fees or charges derived there from by Landlord shall be credited against Common Area costs and expenses.

Tenant and its employees shall park their cars only in those portions of the Common Area designated from time to time for that purpose by Landlord. Tenant shall furnish Landlord with state automobile license numbers assigned to Tenant's car or cars and cars of its employees within five (5) days after taking possession of the Premises and shall thereafter notify Landlord of any changes within five (5) days after such changes occur. If Tenant or its employees fail to park their cars in the designated Area, Landlord shall have the right to either (i) charge Tenant Ten Dollars (\$10.00) per day car is parked in any Common Area other than those designated or (ii) tow such car at Tenant's expense.

B. Landlord shall operate and maintain the Common Area or shall cause the same to be operated and maintained in a manner deemed by Landlord reasonable, appropriate and for the best interests of the occupants of the Shopping Center. Landlord shall prepare an accounting of the cost and expense of operating and maintaining the Common Area incurred during each Lease Year, such cost and expense shall include, but not be limited to, all sums expended in connection with the Common Area for operating, managing, repairing, lighting, cleaning, heating and air conditioning, ventilating, painting, insuring (including liability insurance for personal injury, death and property liability, insurance against fire, theft or other casualties and rent insurance for business interruption), removing of snow, ice, debris and surface water, sewer, striping, security police (including cost of uniforms, equipment and all employment taxes), electronic intrusion and fire control devices and telephonic alert system devices,

MAPLEWOOD AUTO CENTER

PARKING LOT RULES AND REGULATIONS

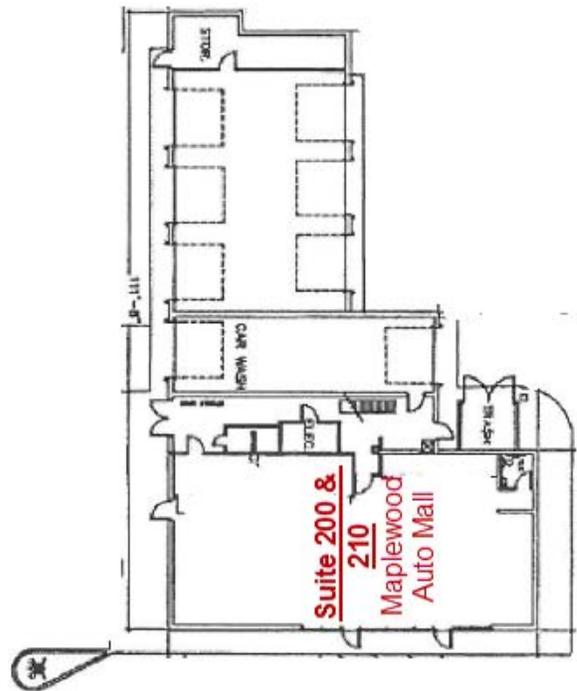
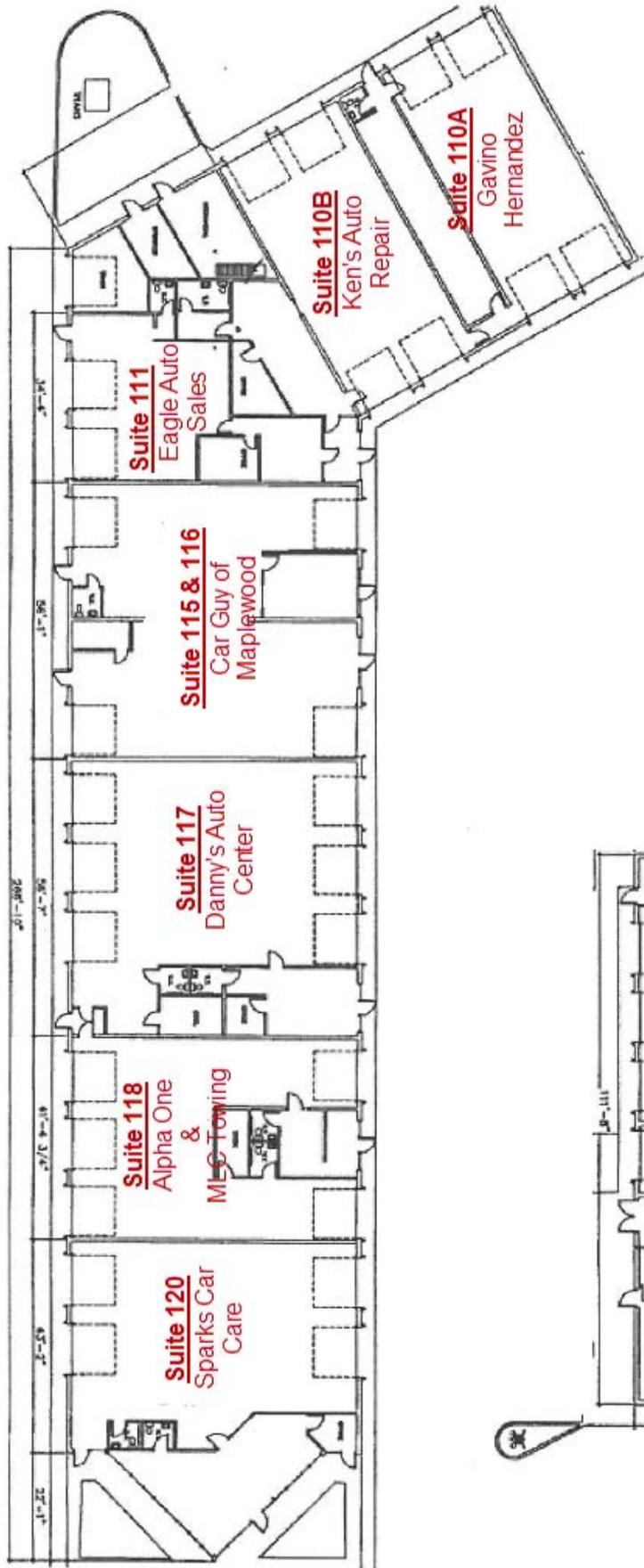
Please find below the Rules and regulations for the parking lot at Maplewood Auto Center, effective May 10, 2013. Any violation of these rules will be subject to immediate towing, without notice, at owner of vehicles expense.

1. Any vehicles leaking any type of fluid are not allowed in the parking lot. They should be either placed within a tenant's premises or removed from the property.
2. Vehicles parked in perimeter stalls are required to be backed in, including those parked along White Bear Avenue, creating a more uniform appearance.
3. All vehicles for sale must display the name of the company selling the vehicle, which corresponds with the signage for that tenant, and a phone number where a sales rep may be reached.
4. No vehicles with extensive damage are allowed to be parked on the property for more than 48 hours.
5. No double parking of cars at anytime.
6. No parking along the buildings at anytime.
7. The number of stalls assigned to each tenant is based strictly on the square footage of their Premises in relationship to the square footage of the center. A pro-rata share is multiplied by the total number of available spaces at the center to determine each tenant's maximum number of stalls.
8. In order to assist the property manager, tenants are encouraged to take photos of any cars that are parked in spots reserved for their company and send them to the property manager for immediate action.
9. Tenants will be given permit cards to display in windows. These should be placed on the rear view mirror for easy viewing by Management. This will help verify car ownership to tenant.
10. The rear of the center will have 18 employee parking stalls and the front of the center will have 8 customer only 15 minute parking stalls available. There is absolutely NO OVERNIGHT parking in any of these spots. Cars left in the spots between 11:00 pm – 6:00 am will be towed.
11. There is no parking in the handicap spot unless a State issued handicap parking permit is displayed.
12. There will be 9 stalls available for month-to-month rental at a rate of \$50.00/per spot. This will be billed at the beginning of each month on your monthly rental. Invoices not paid by the 10th will have their permit revoked for these stalls.
13. Any violation will result in additional fines of \$75.00 per infraction as billed by Landlord on the next month's billing cycle.
14. ZERO TOLERANCE. Ownership will take swift action to tow infractions & assign fines if these policies are not adhered to, no exceptions. Multiple infractions will lead to termination of lease and eviction from Center.

OWNERSHIP

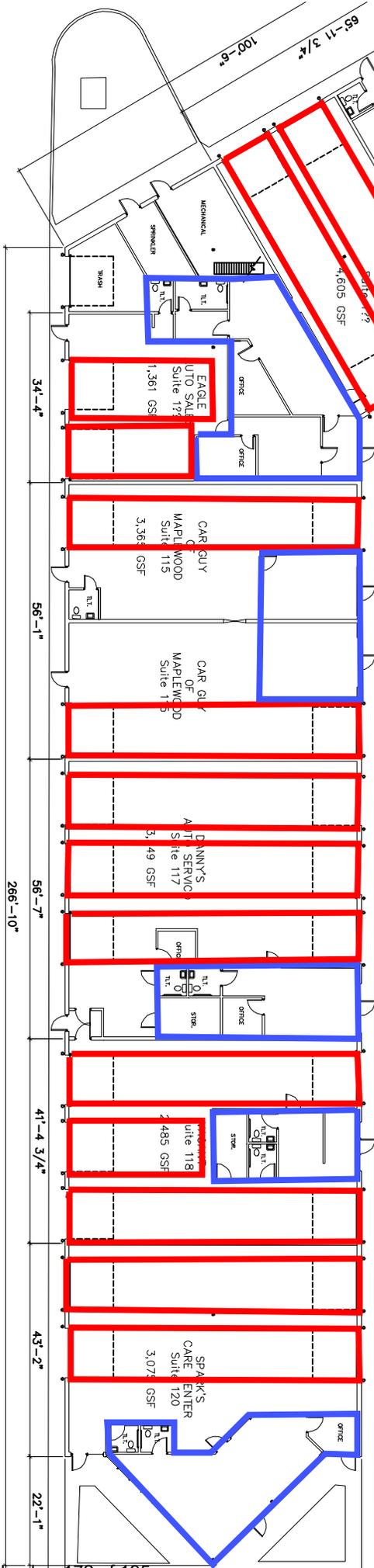
PROPERTY MANAGEMENT

Maplewood Auto Center (MAC), 2525 Maplewood Avenue
Site Plan & Tenant Locations as of August 1, 2013



Maplewood Auto Center
Maplewood,
Minnesota

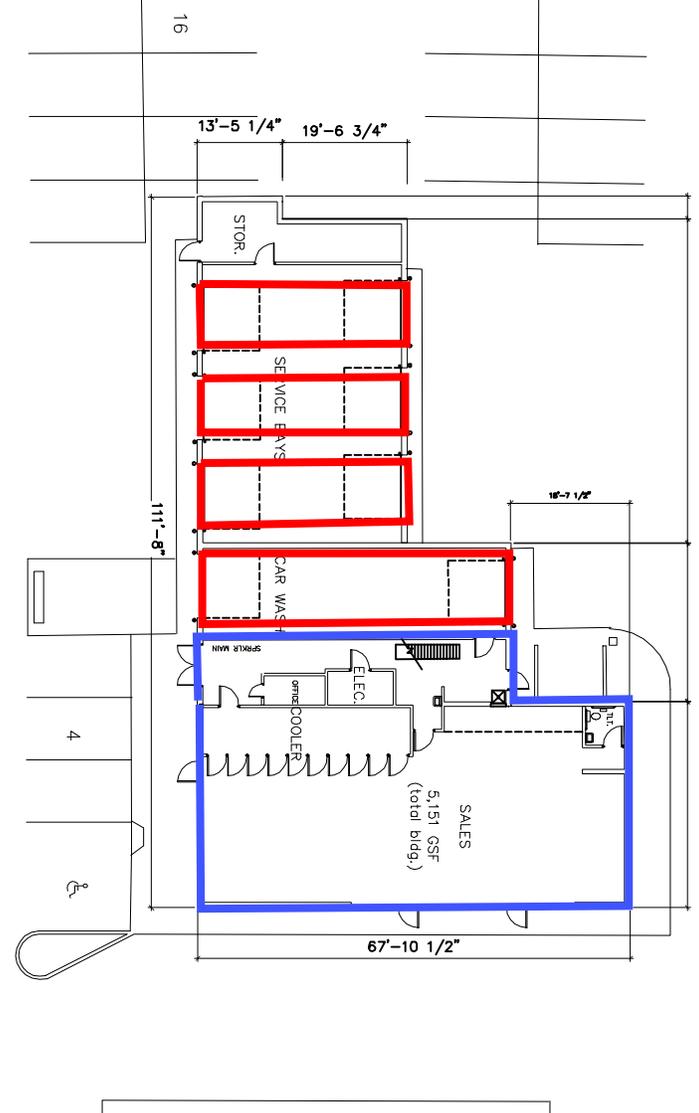
SITE PLAN



(20) - Service Bays = 60
Dedicated Parking Space

5,100 Sq. Ft. Retail/Office = 26
Dedicated Parking.

Remaining Parking Space = 56
Available for Inventory



1" = 30 feet
11/29/11



From: [Jenny Lenhart](#)
To: [Michael Martin](#)
Subject: letter 1 - Car Guy
Date: Monday, August 05, 2013 2:02:53 PM

Jenny Lenhart

From: Jim Huberty [mailto:jim@carguyofmaplewood.com]
Sent: Thursday, August 01, 2013 6:07 PM
To: jenny@lenhartpm.com
Subject:

this looks good

thanks jim

Jim Huberty
Car Guy of Maplewood
2515 White Bear Avenue, #115
Maplewood, MN 55109
651-777-3797
www.carguyofmaplewood.com

From: [Jenny Lenhart](#)
To: [Michael Martin](#)
Subject: Letter 2 - Ken's Auto
Date: Monday, August 05, 2013 2:03:14 PM

Jenny Lenhart

From: At Sales [mailto:sales@vener.net]
Sent: Thursday, August 01, 2013 3:46 PM
To: Jenny Lenhart
Subject: Re: Approval requested

Hi Jenny,

We have received and accept the following.

Thanks
Rod

On Jul 31, 2013, at 6:48 PM, Jenny Lenhart <jenny@lenhartpm.com> wrote:

Tenants,

Attached is a copy of the letter that was sent to you on July 20th and the parking rules of the center that was sent in May, 2013. In order to present to the City of Maplewood our request for approval of Cooper Motors, I need each of you to email me back, do not hit reply all, just reply, that this letter was read and accepted by your business. If you wish to add any comments to your "read and accepted" reply please feel free to do so.

I need this returned by 11:00 am on Thursday, August 1st if possible. Thank you in advance.

Jennifer L. Lenhart, CPM 763.205.3963 Office
President 763.205.3974 Fax
jenny@lenhartpm.com 612.386.5133 Cell

JLM
LENHART PROP. MGMT. PO Box 270263
Golden Valley, MN 55427

763-544-2700 (24 Hour Emergency Line)

From: [Jenny Lenhart](#)
To: [Michael Martin](#)
Subject: Letter 3 - Sparks
Date: Monday, August 05, 2013 2:03:41 PM

Jenny Lenhart

From: John Marks [mailto:sparks2525@hotmail.com]
Sent: Thursday, August 01, 2013 12:20 PM
To: Jenny Lenhart
Subject: RE: Approval requested

These letters have been read and accepted by our company.

Sincerely John j Marks Jr. Sparks Car Care

We would like to add that we are strongly looking forward to Cooper Motors coming into this property. They already have cleaned up the old Super America site. Our customers have commented favorably on the improvements.

From: jenny@lenhartpm.com
To: balisidya@hotmail.com; riwaobel@gmail.com; sparks2525@hotmail.com; jim@carguyofmaplewood.com; andresq61@yahoo.com; cortesh417@gmail.com; sales@vener.net
Subject: Approval requested
Date: Wed, 31 Jul 2013 18:48:47 -0500

Tenants,

Attached is a copy of the letter that was sent to you on July 20th and the parking rules of the center that was sent in May, 2013. In order to present to the City of Maplewood our request for approval of Cooper Motors, I need each of you to email me back, do not hit reply all, just reply, that this letter was read and accepted by your business. If you wish to add any comments to your "read and accepted" reply please feel free to do so.

I need this returned by 11:00 am on Thursday, August 1st if possible. Thank you in advance.

Jennifer L. Lenhart, CPM 763.205.3963 Office
President 763.205.3974 Fax

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, this permit for the Maplewood Auto Center, which was built in 1987, allows auto repair, auto detailing, auto rental, used auto sales and auto washing.

WHEREAS, this permit applies to property located at 2525 and 2529 White Bear Avenue. The legal description is:

SUBJECT TO EASEMENTS: N 280 FEET OF LOT 2 & ALL OF LOT 1 BLOCK 1, MAPLE RIDGE MALL (PIN 11-29-22-22-0040)

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

1. On July 16, 2013, the planning commission held a public hearing and recommended that the city council approve this permit. 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 also considered reports and recommendations of the city staff.
2. On _____, 2013, the city council reviewed this proposal. The council also considered reports and recommendations of the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approves the above-described conditional use permit based on the building and site plans. The city approved this 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 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:

1. All façade improvements for the Maplewood Auto Mall (Cooper Motors) used auto sales business shall follow the plans approved by the city. The director of community development may approve minor changes.
2. The property owner shall comply with the signage requirements of the city code and the auto center's sign criteria.
3. Fire protection systems (fire extinguishers and a sprinkler system) shall meet all requirements of the code. These systems shall be approved and installed before the applicant begins his business.
4. All vehicles on-site shall be operational.
5. Ensure that there is no illegal parking on the site including no parking on the grass and no stacking of vehicles (i.e., two vehicles to one stall).
6. Ensure that the entire site is cleared of trash including all illegally dumped material located within the drainage ditch behind the auto mall.
7. Ensure that trash dumpsters are placed inside enclosures at all times.
8. Ensure that the site is in compliance with the city's temporary sign ordinance including obtaining a sign permit for all temporary signs over 12 square feet and only allowing one temporary sign per business located within the center.
9. Ensure that all landscaped areas are maintained including removing all weeds from the landscaped area around the base of the center's pylon sign.
10. There shall be no parting-out of vehicles outside the building and left in the parking lot.
11. Auto salvage businesses are prohibited from operating at this site.
12. The parking lot shall be kept clear of junk and dirt.
13. All service work that is needed on vehicles shall be completed inside a proper service garage.
14. There shall be an after-hours contact person on record with the city's emergency dispatcher.
15. If the building occupancy changes, the property owner shall comply with all applicable code requirements relative to the new building use. A building permit may then be required.
16. Verify that the parking on-site does not obstruct fire department access for their trucks.
17. All tenants at the Maplewood Auto Center must adhere to the parking plan, dated July 8, 2013, as submitted by the property owner to city staff. A parking plan needs to be filed with city staff at all times indicating the property is meeting the minimum parking

requirements and how the spaces are allocated to each tenant. A new parking plan shall be filed any time a suite changes use or the building is physically altered in any way.

18. Parking in the center of the canopy, adjacent to the 2529 building, shall be for inventory only. A no customer parking sign shall be posted
19. The city council shall review this permit in one year.
20. The property owner shall provide city staff a plan for trash removal or design plans for a new enclosed structure for the 2529 building, subject to the city's design review process.
21. The property owner or manager is responsible for compliance of all conditions listed in this permit. If any tenant is found out of compliance the city will notify the property owner or manager in order to rectify the situation.

The Maplewood City Council _____ this resolution on _____, 2013.

MEMORANDUM

TO: Chuck Ahl, City Manager
FROM: Tom Ekstrand, Senior Planner
SUBJECT: **Approval of Plans for Building Additions to the Police Department at Maplewood City Hall and a Parking Waiver**
LOCATION: 1830 County Road B East
DATE: August 5, 2013

INTRODUCTION

Project Description

Lawrence Koch, with SEH and representing the City of Maplewood, is requesting approval of five building additions to the police department at City Hall. These are:

- A 1,275-square-foot patrol room addition
- A 1,120-square-foot locker room addition
- A 1,810-square-foot records and administration addition
- A 12,985-square-foot garage addition
- A corridor addition adjacent to the motor-vehicle waiting area windows

The proposed additions would require approval by the community design review board. There is also a parking waiver required for 74 fewer parking spaces than code would require. City ordinance requires 240 parking spaces and there are 166 on site.

Refer to the letter from Mr. Koch.

Requests

- Approval of building and site plans
- Approval of a parking waiver for 74 parking spaces

BACKGROUND

The city hall campus has been under renovations including relocating building inspections, planning, health inspections, environmental operations and parks and recreation to 1902 County Road B. Work is currently underway to remodel the former community development area for use by police. The proposed additions are part of the city hall campus expansion plan.

DISCUSSION

Building Design

The proposed building additions would all match the materials and colors of city hall. There is one exception. The east and south sides of the proposed police garage addition would be constructed of precast concrete panels, painted to match the building colors, since these sides would not be visible to the public.

Site Considerations

Tree Replacement

The addition would cause the removal of two trees according to the attached letter from SEH. These trees are proposed to be replaced in Maplewood Parks since there is limited space on the city hall campus to place additional trees.

Staff sees that one maple tree in front of city hall is fairly close to the proposed front addition. If it becomes necessary to remove this tree, it should also be replaced. Any trees that have already been removed in the courtyard should be replaced as well. Staff estimates with the two trees to be removed, the possible tree in front and the large evergreen in the courtyard, the city should replant at least four trees on site as required by the tree replacement ordinance.

If locations for new trees cannot be found on the city hall campus, these replacement trees, according to the proposal, shall be planted in Maplewood parks.

Parking Waiver

The proposed additions are needed to meet the office space needs for the police department. There are no additional employees planned which would affect parking at city hall. The city has supported parking waivers of this nature for other commercial parking needs. The most recent was for Maplewood Town Center at 1885 County Road D to have 87 fewer parking spaces than city code requires.

Engineering Report

Jon Jarosch, staff engineer, reviewed the proposal. Please refer to Mr. Jarosch's report.

Fire Marshal

Butch Gervais, Assistant Fire Chief, commented that there must be a fire protection system installed to meet code requirements and to abide by all state and local codes.

Building Official

Dave Fisher, Building Official, stated that the proposed expansions would comply with all applicable codes.

COMMISSION ACTIONS

July 23, 2013: The community design review board recommended approval of the design plans and the parking waiver. They also recommended that the city hall renovation and expansion include elements of the City Hall Campus Master Campus Plan and that there be landscaping around all mechanical equipment. Refer to the attached City Hall Campus Master Plan.

BUDGET IMPACTS

Once the city council approves the design plans, they will be presented with costs for these additions through the bidding process.

RECOMMENDATION

Approve the plans date-stamped July 11, 2013, for the proposed additions to Maplewood City Hall for the Police Department expansion. This approval includes a parking waiver for 74 fewer parking spaces than code requires since a) city hall has adequate parking available for its needs, b) there are no new employees proposed that would impact parking needs and, c) many employees have already relocated to 1902 County Road B which opens up several parking spaces at city hall. Approval is subject to the applicant complying with the following conditions:

1. The applicant shall meet all building code and fire code requirements and comply with all requirements as outlined in the engineering report dated July 15, 2013 by Jon Jarosch.
2. The applicant shall plant four trees preferably within the city hall campus if suitable locations can be found. As an alternative, they shall be planted in Maplewood parks, subject to the approval of the director of parks and recreation.
3. Applicant shall work with community development staff to incorporate elements of the adopted City Hall Campus Master Plan into the Police Department additions.
4. A landscaping plan shall be submitted for staff approval detailing landscaping around all mechanical equipment.

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 15.53 acres
Existing Use: Maplewood City Hall Campus

SURROUNDING LAND USES

North: Single Dwellings
South: Gateway Trail and Ramsey County Property
East: Maplewood Campus 1902 Building
West: Maplewood Community Center

PLANNING

Land Use Plan: G (government)
Zoning: F (farm residence)

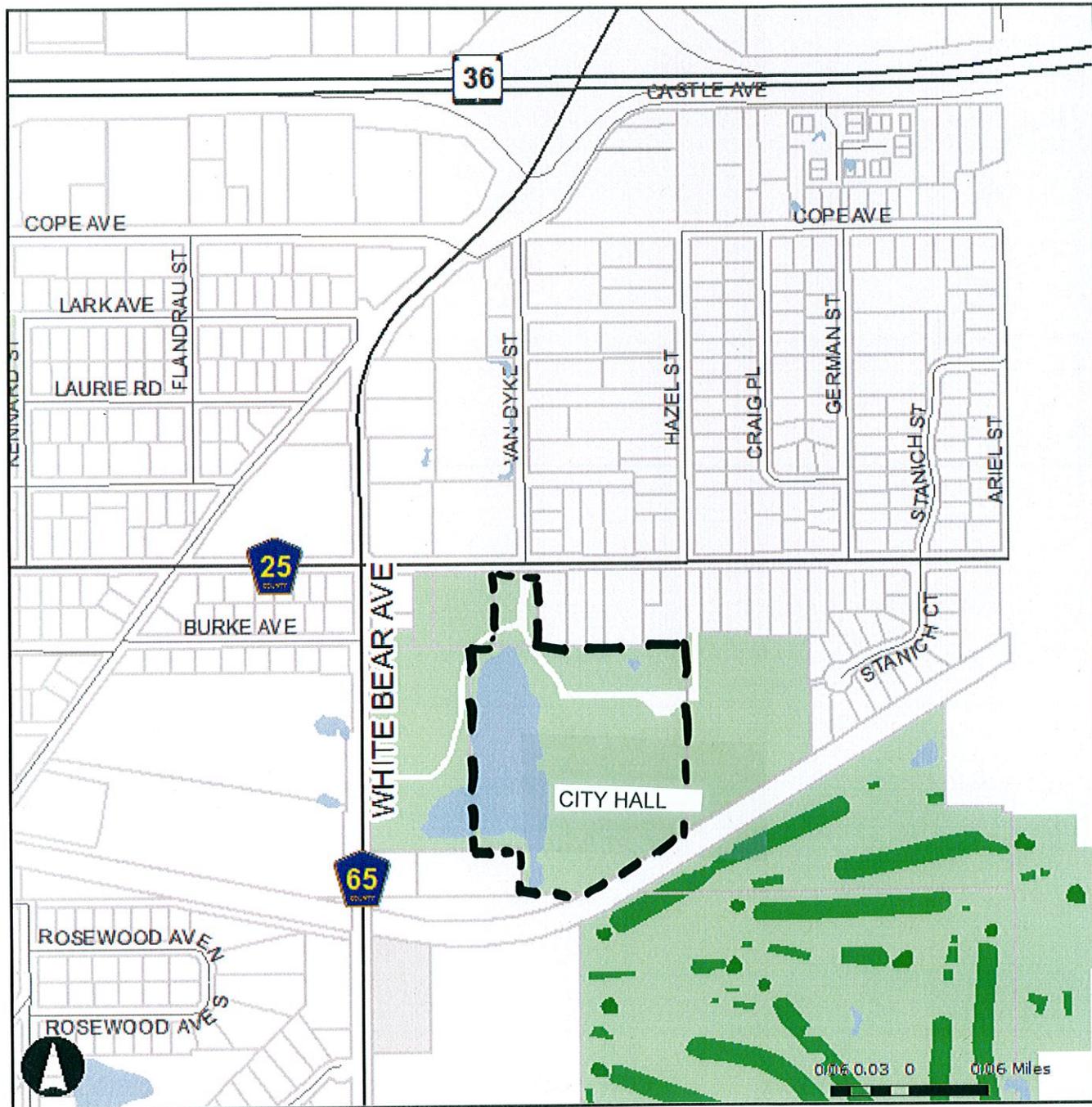
APPLICATION DATE

We received the complete application on July 11, 2013. State law requires that the city take action within 60 days. A decision on this request is required by September 9, 2013.

p:\sec14\City Hall Campus\Police Wing Expansion CC Report 8 13 te
Attachments

1. Location Map
2. Zoning Map
3. Land Use Plan Map
4. Floor Plan
5. Letter from SEH dated July 11, 2013
6. Engineering Report from Jon Jarosch dated July 15, 2013
7. City Hall Campus Master Plan
8. Plans date stamped July 11, 2013 (separate attachment)

Location Map



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Chad Bergo

Zoning Classifications: 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



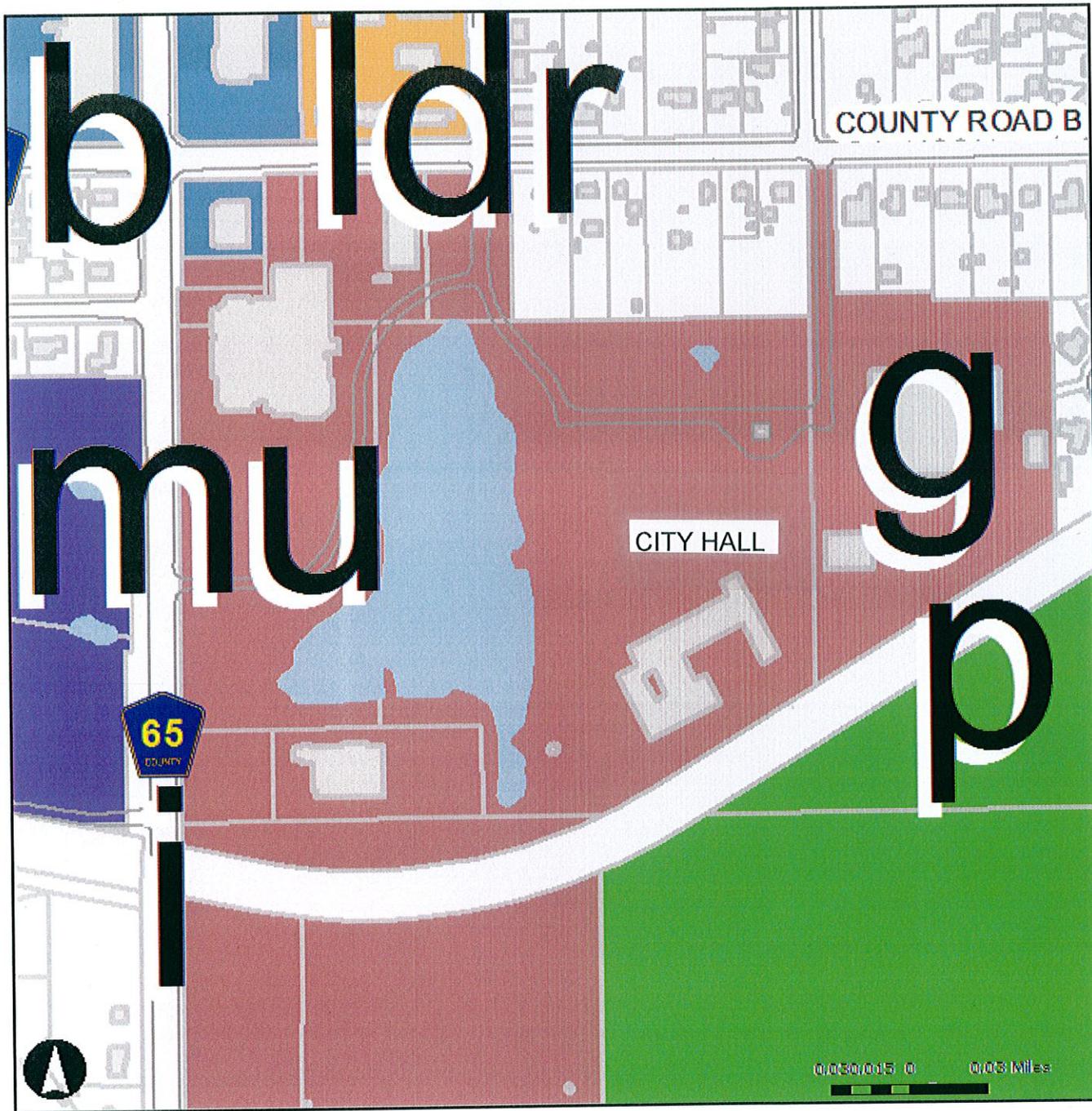
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Chad Bergo

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Land Use Plan Map

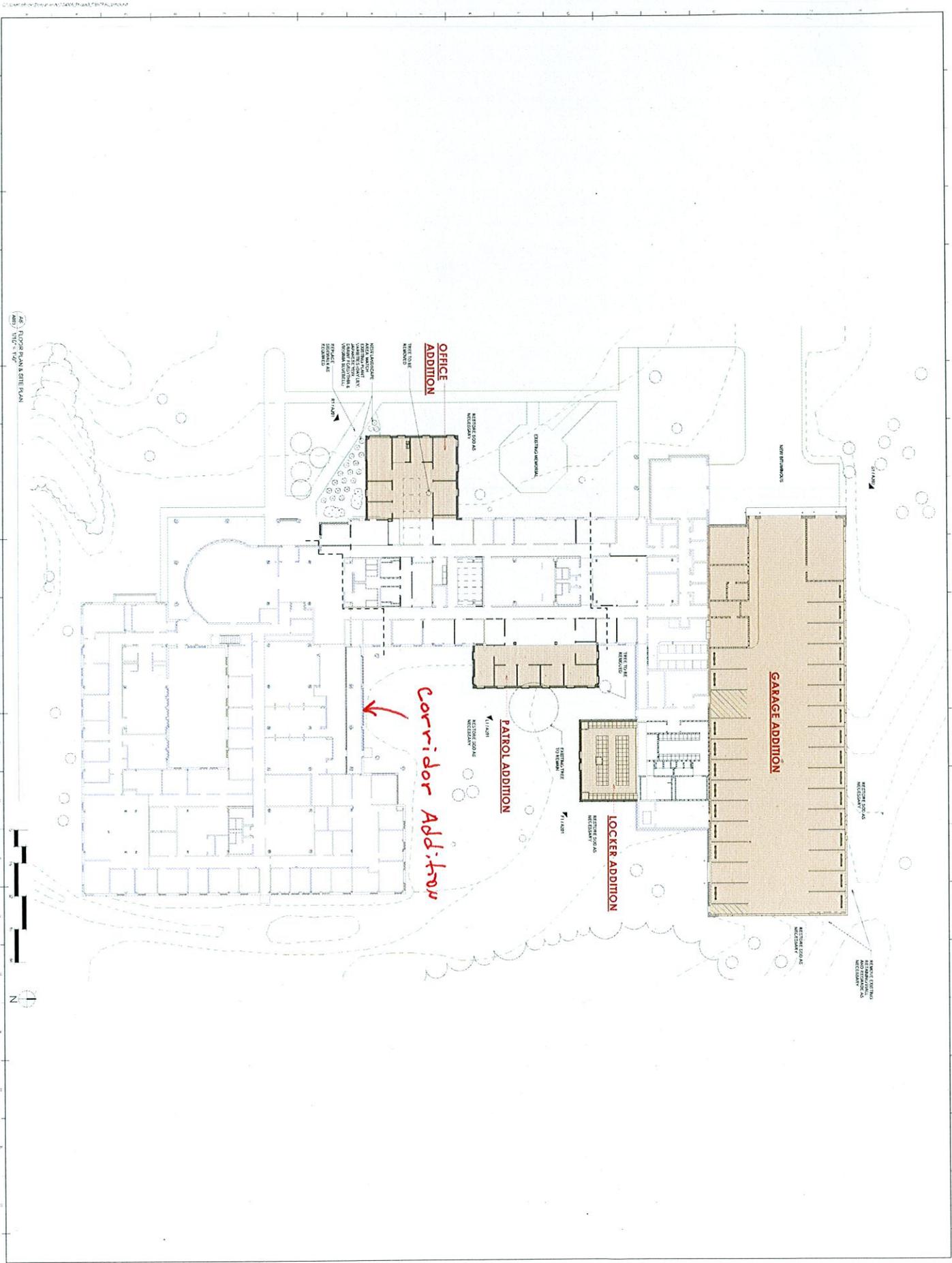


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A003	<p>FLOOR PLAN & SITE PLAN</p>	<p>DATE: 12/14/11 DRAWN BY: [Name] CHECKED BY: [Name] APPROVED BY: [Name]</p>	<p>CITY OF MAPLEWOOD POLICE DEPARTMENT EXPANSION PROJECT PHASE #3 1830 COUNTY ROAD B EAST MAPLEWOOD, MINNESOTA</p>	<table border="1"> <tr> <td>NO.</td> <td>REV.</td> <td>DESCRIPTION</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	NO.	REV.	DESCRIPTION				<p>PROJECT NO. 11-0001 SHEET NO. 11-0001-01 DATE: 12/14/11</p>	<p>Short Elliott Hendrickson Inc. 3555 WARDIAN CENTER DRIVE ST. PAUL, MN 55119-5196</p>	
NO.	REV.	DESCRIPTION											



July 11, 2013

RE: City of Maplewood
Maplewood Police Department Expansion
Phase 3
SEH No. Maple 124006

Tom Ekstrand
Senior Planner
City of Maplewood Community Design Review Board
1902 County Road B East
Maplewood, Minnesota 55109

Dear Mr. Ekstrand:

On behalf of the City of Maplewood Police Department, Short Elliott Hendrickson Inc. hereby submits project documents for the City of Maplewood Community Design Review Board review and approval.

The project includes small additions to the north, south and east sides of the current police department and along the east side of the public service counter in City Hall. These expansions will occur in phases in order for the department to remain fully operational throughout construction. Currently under construction is a remodeling in the former City Community Development space within City Hall for police investigations, which will help free up space for staging and temporary placement of PD staff during this projects' construction phases. The addition to the public service counter side will provide a secure corridor between the new Investigations area and the existing police department.

Initially, additions for patrol (1,275 sf) would be constructed to the south, locker rooms (1120 sf) on the west side of the current police garage and within the courtyard, records and administration (1810 sf) to the north adjacent to the City Hall main entrance and a parking garage addition (12,985 sf) to the east. When completed, the department would move into the new spaces and the core of the existing space would be remodeled. The I. T. department for City Hall is currently being relocated to the City Hall side of the building out of the current location in Records. I.T. for the police will remain in its' current location. An expansion to the east providing indoor parking for 27 department vehicles will be constructed.

The additions will be constructed to match into the existing City Hall architecture. This includes standing seam metal roofing, brick and rock-faced concrete block to match existing. One cost consideration is to construct the east and south walls of the parking garage out of insulated precast concrete wall panels. The panels will be colored concrete and sandblasted at the base to tie into the rock-faced concrete block, and acid etched smooth finish above the line of the rock-faced Window design will match existing.

Parking requirements have been reviewed. The current number of parking stalls at City Hall is 142 which includes 6 accessible stalls, plus 24 secure (police) stalls for a total of 166. The proposed garage addition will provide 27 stalls. The number of stalls required by City Ordinance for the entire City Hall including the new additions is 240 plus an additional accessible stall. We have reviewed the existing layout and believe there is adequate space to restripe the parking area at the front of City Hall to accommodate the assessable stall. We would request that additional stalls would not be required as the expansions are for

Tom Ekstrand
July 11, 2013
Page 2

providing more office space for current staff that share existing space. The police department will remain at present staffing levels and the strategic plan outlook does not include additional staff.

Two trees will be required to be removed. One is in the courtyard and one adjacent to the north side of the police department administration office. Due to the heavily wooded nature of the City Hall site, the City will plant replacement trees at one or more of the City Parks. The proposed project will add an ornamental planting area adjacent to the City Hall entrance and the new police administration addition.

A washout area for concrete trucks will be designated on the plans at the Public works yard to the east of City Hall.

Attached please find a description of the project, a site plan, including landscaping, floor plan and elevations along with a three dimensional rendering depicting the proposed expansion and remodeling.

Please contact us if you have any questions.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Laurence Koch AIA
Project Manager

Encl. -Site Plan/Floor Plan - A003
Elevations /Perspective - A201, A202
Electronic Copy

c: Mychal Fowlds

s:\ko\m\maple\124006\1-gen\14-corr\seh letter to cdrb.docx

Engineering Plan Review**PROJECT: Maplewood City Hall – Police Department Expansion****PROJECT NO:****COMMENTS BY: Jon Jarosch, P.E. – Staff Engineer****DATE: 7-15-2013****PLAN SET: Conceptual Plans**

The City of Maplewood is proposing an expansion of the existing City Hall facility. This review is general in nature due to the project being in the conceptual phase. More detailed reviews will be required as the project evolves. All requirements of this and future reviews shall be accommodated by the City. All requirements of other permitting agencies shall be adhered to as well.

Sanitary Sewer and Water Service

1. Details shall be provided for any water or sewer modifications proposed as part of this building expansion. Any changes to the water distribution system shall be subject to the review of Saint Paul Regional Water Services.
2. A SAC and WAC determination will be required for this project.

Drainage, Grading, and Stormwater Management

1. Calculations shall be provided detailing the amount of area disturbed by the proposed project, the amount of existing impervious surface on the site, and the amount of new impervious proposed as part of this project. This project shall be subject to the City's stormwater management requirements should certain thresholds be met.
2. A grading plan shall be provided detailing how drainage around the existing and proposed buildings will be managed. The flat grades near the existing building make it critical to provide detailed plans for these areas.
3. There is an existing storm sewer line running from the public works maintenance yard through the proposed garage addition area. Details shall be provided for the rerouting of this line.
4. An erosion control plan shall be provided.



City of Maplewood CITY HALL CAMPUS MASTER PLAN

0
100
200
Scale in feet

October 2007

Boyer
Robert
Ardelle
Associates
Engineers & Architects

staff projects

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, JULY 23, 2013**

1. DESIGN REVIEW

- a. Design Review for building additions to the police department at Maplewood City Hall, 1830 County Road B East.**
- i. Planner, Mike Martin introduced the item.
 - ii. AIA, Project Manager, Laurence Koch with SEH, 3535 Vadnais Center Dr, St. Paul, 55110 gave the report and answered questions of the commission along with IT Director, Mychal Fowlds.

Boardmember Shankar moved to approve the plans date-stamped July 11, 2013, for the proposed additions to Maplewood City Hall for the Police Department expansion. This approval includes a parking waiver for 74 fewer parking spaces than code requires since a) city hall has adequate parking available for its needs, b) there are no new employees proposed that would impact parking needs and, c) many employees have already relocated to 1902 County Road B which opens up several parking spaces at city hall. Approval is subject to the applicant complying with the following conditions: **(additions are in bold and underlined)**.

- 1. The applicant shall meet all building code and fire code requirements and comply with all requirements as outlined in the engineering report dated July 15, 2013, by Jon Jarosch.
- 2. The applicant shall plant four trees preferable within the city hall campus if suitable locations can be found. As an alternative, they shall be planted in Maplewood parks, subject to the approval of the director of parks and recreation.
- 3. **The applicant shall work with community development staff to incorporate elements of the adopted city hall campus plan into the police department additions.**
- 4. **A landscaping plan shall be submitted for staff approval detailing landscaping around all mechanical equipment.**

Chairperson Ledvina added a friendly amendment to add condition 3 and 4.

Seconded by Boardmember Burger.

Ayes – All

The motion passed.

MEMORANDUM

TO: Charles Ahl, City Manager

FROM: Karen Guilfoile, Citizen Services Director

DATE: August 6, 2013

SUBJECT: Discussion on the Small Kennel License, First Reading of Revision to Small Kennel Ordinance and Waiver of Second Reading

Introduction

The City of Maplewood currently allows residents living on property zoned Farm Residential or Residential R-1 to have up to three dogs over three months of age, and only after securing a Small Kennel license. The license is renewed annually. Currently there are 14 Small Kennel license holders in the City.

Background

The current procedure in securing a Small Kennel license begins with the applicant obtaining a map from the City identifying properties within 150 feet of their own property. The affected neighbors are then approached by the applicant to obtain consent or objection of the license. Additionally, city code dictates that properties located on the opposite side of the street of the applying property are not required to give consent; further, city code directs where a property within 150 feet consists of a multiple dwelling, the applicant need obtain only the written consent of the owner or manager or other person in charge of the building.

Once the applicant has obtained the required signatures, the license application is submitted to the City Clerk's office for review. The application is then forwarded to the Animal Control Officer who inspects the applying premise to ensure conditions which the dogs are kept are sanitary and unreasonable noise and odors do not pose a threat to surrounding properties. Upon approval of the applying premise, a letter from the Animal Control Officer and Chief of Police is submitted to the City Clerk's office recommending the issuance or denial of the license.

A recent Small Kennel license application submitted to the City has revealed that the current method of applicants approaching affected neighbors for consent or objection of the license can create dissention within the neighborhood, specifically between the applicant and neighbors who object to the issuance of the license. In the spirit of our continual goal to improve customer service, staff is implementing procedures to process Small Kennel licenses which may possibly be used in other licensing procedures as well. The new procedures staff has implemented are as follows:

The completed Small Kennel license application is submitted to the City Clerk's office for approval. Once received, the Business License Specialist obtains a map from the GIS Analyst identifying properties within 150 feet of the applying property. The affected residents are sent a letter from the City explaining that their neighbor is applying for a Small Kennel license and, upon approval from the City, will be allowed to keep a maximum of three dogs on their property. The affected neighbor will be requested to

provide consent or objections of the license, in writing, within two weeks of the letter's date and will be instructed that a lack of response will be considered that they are in approval of the license.

This new method of obtaining consent or objection allows the affected resident the opportunity to convey their opinion without fear of confrontation from the applicant or city contracted representatives. Further, the efficiency in processing the license will increase as city staff will now have a deadline for when responses are required so that the kennel license, if approved, can be issued in a timely manner.

Finally, city code directs, "where a property within 150 consists of a multiple dwelling, the applicant need obtain only the written consent of the owner or manager or other person in charge of the building."

In consulting with City Planner Martin, a recent application included the address of a multiple dwelling which is identified as "any residence that is not a single family home or a duplex." The Zoning Code does not take into consideration if the multiple dwelling property is owner-occupied or renter-occupied.

Staff is recommending changes be made to the Small Kennel license section of the city code as follows.

Sec. 10-218. Application; investigation; grant or denial of license.

~~(b) Consent. The applicant for any license required under this division shall provide with the application the written consent of 75 percent of the owners or occupants of privately or publicly owned real estate within 150 feet of the outer boundaries of the premises for which the license is being requested or, in the alternative, proof that the applicant's property lines are 150 feet or more from any structure. However, where a street separates the premises for which the license is being requested from other neighboring property, no consent is required from the owners or occupants of property located on the opposite side of the street. Where a property within 150 feet consists of a multiple dwelling, the applicant need obtain only the written consent of the owner or manager or other person in charge of the building.~~

Consent: Upon receipt of the completed Small Kennel license application, the City Clerk's office will obtain a list of affected properties from GIS identifying properties within 150 feet of the applying property. Certified letters shall be sent to the affected property addresses requesting approval or objection to the Kennel license. Upon written consent of 75 percent of the owners or occupants of privately or publicly owned real estate within 150 feet of the outer boundaries of the premises for which the license is being requested the license shall be forwarded to the Police Department for inspection and final approval. Where a property within 150 feet consists of a multiple dwelling, the applicant need obtain only the written consent of the owner or manager or other person in charge of the building is required if the building is renter-occupied, if the building is owner-occupied letters of consent or objection will be sent to each individual home owner for consent or objection.

Recommendation

This memo was prepared for informational purposes to explain procedures put into place for processing Small Kennel license applications. Staff is recommending the first reading of the Small Kennel license to reflect these procedures and to also to define "multiple dwelling" in processing the license. Further, staff is recommending waiving second reading.

Agenda Report

TO: City Council
FROM: Charles Ahl, City Manager
DATE: August 7, 2013
SUBJECT: Council Meeting Calendar Report

INTRODUCTION/SUMMARY

This item is informational and intended to provide the Council an indication on the current planning for upcoming agenda items and the Work Session schedule. These are not official announcement of the meetings, but a snapshot look at the upcoming meetings for the City Council to plan their calendars. No action is required.

Upcoming Important Dates to Remember

1. 3M Ground Breaking Ceremony – August 15
2. Maplewood Parks Tour [Park & Recreation Commission, Park System Task Force, City Council and Staff only] – August 22

Upcoming Agenda Items & Work Session Schedule

1. Special Meeting to Certify Results of August 13 Primary Election – August 16, 10am
2. Commissioner Reappointments [no interviews] – August 26
3. No Work Session – August 26
4. No Work Session – September 2 due to Labor Day
5. New Commissioner Interviews – September 9
6. MnDOT Presentation on MnPASS on 35E – September 9
7. Approval of Maximum Tax Levy for 2014 – September 9

RECOMMENDATION

No action required.