

AGENDA
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, April 28, 2014
City Hall, Council Chambers
Meeting No. 08-14

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

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 April 14, 2014 City Council Meeting Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Approval of Resolution Awarding 2013 Maplewood Heritage Award
2. Human Rights Commission Appointments
3. Ramsey-Washington Metro Watershed District Presentation

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 Temporary Lawful Gambling Permit and Waiver of Permit Fee for the St. Paul East Parks Lions Club, 2020 White Bear Avenue
3. Approval of a Temporary Lawful Gambling Permit for Knights of Columbus #4145, 2999 Maplewood Drive
4. Approval to Hire Consultant for Mechanical Design Work for the Replacement of the HVAC Unit at the MCC that Services the Pool Area
5. Approval of Cooperative Agreement (PW 2014-07) with Ramsey County for Signal System Replacement
6. Approval to Purchase Additional Office Furniture for Police Department Expansion Project

H. PUBLIC HEARINGS

1. Approval of Amendments to the City's Health Codes – First Reading

I. UNFINISHED BUSINESS

1. Approval of Strategic Vision and Receiving Retreat Report

J. NEW BUSINESS

None

K. AWARD OF BIDS

None

L. VISITOR PRESENTATIONS

M. ADMINISTRATIVE PRESENTATIONS

1. Council Calendar Update
2. Discussion on Allegations Against Person Under the Authority of the City Council (No Report)
 - a. Intent to Close Meeting (§13D.05 subd.2b)

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 651.249.2000 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
 7:00 p.m., Monday, April 14, 2014
 Council Chambers, City Hall
 Meeting No. 07-14

A. CALL TO ORDER

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 7:02 p.m. by Mayor Slawik.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Nora Slawik, Mayor	Present
Marylee Abrams, Councilmember	Present
Robert Cardinal, Councilmember	Present
Kathleen Juenemann, Councilmember	Present
Marvin Koppen, Councilmember	Present

D. APPROVAL OF AGENDA

N1	City Clean Up
N2	National Telecommunicator's Week
N3	Cable Commission Meeting
N4	Housing and Economic Development Commission Meeting
N5	Maplewood Historical Preservation Commission Meeting
N6	Gateway Corridor
N7	Regional Mayors Meeting

Councilmember Juenemann moved to approve the agenda as amended.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

E. APPROVAL OF MINUTES

1. Approval of March 24, 2014 City Council Workshop Minutes

Councilmember Juenemann noted that the time of the meeting needs to be changed from 5:00 P.M. to 5:30 P.M.

Councilmember Juenemann moved to approve the March 24, 2014 City Council Workshop Minutes as amended.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

Councilmember Koppen moved to approve agenda items G1-G12.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

1. Approval of Claims

Councilmember Koppen moved to approve the Approval of Claims.

ACCOUNTS PAYABLE

\$	483,513.94	Checks # 92187 thru # 92223
		dated 03/25/14
\$	418,411.49	Disbursements via debits to checking account
		dated 03/17/14 thru 03/21/14
\$	663,142.43	Checks #92224 thru #92268
		dated 03/25/14 thru 04/01/14
\$	241,860.68	Disbursements via debits to checking account
		dated 03/24/14 thru 03/28/14
\$	488,256.17	Checks # 92272 thru # 92319
		dated 04/01/14 thru 04/08/14
\$	1,646,505.97	Disbursements via debits to checking account
		dated 03/31/14 thru 04/04/14
<hr/>		
\$	3,941,690.68	Total Accounts Payable

PAYROLL

\$	527,279.26	Payroll Checks and Direct Deposits
		dated 03/28/14
\$	1,263.15	Payroll Deduction check # 9989939 thru # 9989942
		dated 03/28/14
<hr/>		
\$	528,542.41	Total Payroll

\$ 4,470,233.09 GRAND TOTAL

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

2. Approval to Hire Consultant to Update Job Evaluation System and Conduct a Classification and Compensation Study

City Manager Ahl gave the staff report.

Councilmember Koppen moved to approve the City Manager Hire a Consultant to Update the City's Job Evaluation System and Conduct a Classification and Compensation Study with a budget not to exceed \$30,000.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

3. Approval of a Temporary Lawful Gambling Permit and Waiver of Permit Fee, Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard Street

Councilmember Koppen moved to approve the Temporary Lawful Gambling Permit for the Church of the Presentation of the Blessed Virgin Mary's Spring Festival on May 3rd and 4th at 1725 Kennard Street; and waive the fees for the Temporary Amusement Rides Permit.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

4. Approval of a Temporary Lawful Gambling Permit for St. Pascal Baylon Church, 2100 White Bear Avenue

Councilmember Koppen moved to approve the Temporary Gambling Permit for St. Pascal Baylon Catholic Church for their Annual Friends and Family Dinner on April 26, 2014 to be held at 2100 White Bear Avenue.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

5. Approval of a Motor Fuel Station License for Holiday Stationstores Inc, 2729 Stillwater Road

Councilmember Koppen moved to approve the Motor Fuel Station License for Holiday Stationstores Inc., 2729 Stillwater Road.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

6. Approval of Access Agreement with MPCA for Installation of Monitoring Well at Geranium Park

Councilmember Koppen moved to approve the MPCA Property Access Agreement with the City of Maplewood for the purpose of installing a Groundwater Monitoring Well at Geranium Park.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

7. Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 2, East Metro Public Safety Training Center Phase I Bid Package 5 Improvements, City Project 09-09

Councilmember Koppen moved to approve the Resolution Directing Modification of Existing Construction contract, Change Order No. 2, for the East Metro Public Safety Training Center Phase 1 Bid Package 5 Improvements, City Project 09-09.

Resolution 14-4-1052
Directing Modification of Existing Construction Contract
Project 09-09, BID Package 5, Change Order No. 2

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvements Project 09-09, East Metro Public Safety Training Center Phase I Bid Package 5 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 09-09, Change Order No. 2.

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. 2 which is an increase of \$6,280.61

The revised contract amount is \$1,531,861.11.

Adopted by the Maplewood City Council on this 14th day of April 2014.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

8. Approval to Purchase 2014-2015 Road Salt

Councilmember Koppen moved to approve the Purchase of De-Icing Salt under the State Contract in an amount estimated at \$93,000.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

9. Approval of \$300 Contribution Toward the Zero-Waste Contract for the Waterfest Event

Councilmember Koppen moved to approve a \$300 Contribution to Ramsey-Washington Metro Watershed District to help fund the zero-waste contract for the Waterfest event scheduled for May 31, 2014.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

10. Approval of a Conditional Use Permit Review, T-Mobile Cellular Telephone Tower at Harmony Learning Center, 1961 County Road C East

Councilmember Koppen moved to approve to review the Conditional Use Permit for the Monopole at 1961 County Road C East again in one year.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

11. Approval of Metropolitan Livable Communities Act Grant Agreement for Villages at Frost and English

Assistant City Manager Coleman gave the staff report.

Councilmember Koppen moved to approve the Mayor and City Manager sign and execute the Grant Agreement between the City of Maplewood and Metropolitan Council.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

12. Approval of 2014 Youth Service Bureau Service Agreement

Police Chief Schnell gave the staff report and answered questions of the council.

Councilmember Koppen moved to approve the 2014 Service Agreement with the Youth Service Bureau.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

H. PUBLIC HEARING

1. Approval of a Resolution to Consider Giving Host Approval to the Issuance by the City of Falcon Heights of a Revenue Obligation to Mounds Park Academy Project

Assistant City Manager Coleman gave the staff report.

Mayor Slawik opened the public hearing. The following person spoke.

1. Bill Hudson, Director of Institutional Advancement at Mounds Park Academy.

Mayor Slawik closed the public hearing.

Councilmember Juenemann moved to approve the Resolution Giving Host Approval to the Issuance of Educational Facilities Revenue Refunding Note (Mounds Park Academy Project).

Resolution 14-4-1053
Resolution Giving Host Approval to the
Issuance of Educational Facilities Revenue Refunding Note
(Mounds Park Academy Project)

WHEREAS, Mounds Park Academy, a Minnesota nonprofit corporation (the "Borrower"), desires to refund the outstanding principal balance of two series of tax exempt revenue bonds issued by the City of Maplewood, Minnesota (the "City") in 2003 and 2005 to refinance the installation of various capital improvements to the Borrower's facilities located at 2051 Larpenteur Avenue East and 2025 Larpenteur Avenue East in the City (the "Project"); and

WHEREAS, the Borrower has proposed that the City of Falcon Heights ("Falcon Heights") issue a tax exempt revenue note in the approximate aggregate principal amount of \$7,750,000 (the "Note") to finance the Project pursuant to Minnesota Statutes, Sections 469.152 through 469.1655, as amended; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), requires that each governmental unit in which facilities to be financed or refinanced by the Note are located must approve the issuance of the Note following a public hearing and the Project is located within the City; and

WHEREAS, a public hearing on this matter was held by the City on April 14, 2014; and

WHEREAS, the Note is payable solely from revenues of the Borrower, will not be a general or moral obligation of the City, Falcon Heights, or any other political subdivision of the State of Minnesota, but will be payable solely from revenues of the Borrower, to the extent and in the manner provided in the documents executed in connection with the issuance of the Note;

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

1. The City hereby gives the host approval required under the Code to the issuance of the Note by Falcon Heights to finance the Project.
2. In no event shall the Note ever be payable from or charged upon any funds of the City; the City is not subject to any liability thereon; no owners of the Note shall ever have the right to compel the exercise of the taxing power of the City to pay any of the Note or the

interest thereon, nor to enforce payment thereof against any property of the City; the Note shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the City; and the Note does not constitute an indebtedness of the City within the meaning of any constitutional or statutory limitation.

Adopted by the City Council of the City of Maplewood, Minnesota, this 14th day of April, 2014.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

I. UNFINISHED BUSINESS

1. Approval of Resolution Adopting Revised Assessment Roll, Arkwright-Sunrise Area Improvements, City Project 12-09

Public Works Director/City Engineer Thompson gave the staff report.

Councilmember Juenemann moved to approve the Resolution for Adopting Revised Assessment Roll for the Arkwright-Sunrise Area Improvements, Project 12-09.

Resolution 14-4-1054 Adopting Revised Assessment Roll

WHEREAS, pursuant to a resolution adopted by the City Council on March 24, 2014, the assessment roll for the Arkwright-Sunrise Area Improvements, City Project 12-09, was presented in a Public Hearing format, pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, two (2) property owners filed objections to their assessments according to the requirements of Minnesota Statutes, Chapter 429, summarized as follows:

1. Parcel 08-29-22-33-0076 – Thomas R. Dooley; 0 Viking Drive
It is currently proposed that the property be assessed for 1 unit. Mr. Dooley is requesting an undeveloped property deferral.
2. Parcel 08-29-22-34-0028 – Beverly J. Wermus; 2220 Hendry Place
It is currently proposed that the property be assessed for 1 unit. Ms. Wermus is requesting a senior citizen or financial hardship deferral.

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

- A. That the City Engineer and City Clerk are hereby instructed to make the following adjustments to the assessment roll for the Arkwright-Sunrise Area Improvements, City Project 12-09:
 1. Parcel 08-29-22-33-0076 – Thomas R. Dooley; 0 Viking Drive
It is currently proposed that the property be assessed for 1 unit. Mr. Dooley is requesting an undeveloped property deferral. Staff recommendation is to grant an

undeveloped property deferral (15 year) upon approval of necessary paperwork. After the 15 year deferral time period, if the property has not been improved or developed, the assessment would be cancelled. If the property is improved or developed within the 15 year time period, the assessment would become due in total with interest.

2. Parcel 08-29-22-34-0028 – Beverly J. Wermus; 2220 Hendry Place
It is currently proposed that the property be assessed for 1 unit. Ms. Wermus is requesting a senior citizen or financial hardship deferral. Staff recommendation is to grant a financial hardship or senior citizen deferral (15 year) upon approval of necessary paperwork. After the 15 year deferral time period the assessment would become due in total with interest.
- B. The assessment roll for the Arkwright-Sunrise Area Improvements, City Project 12-09, as amended, is hereby accepted, a copy of which is attached hereto and made a part hereof. Said assessment roll shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
 - C. Such assessments shall be payable in equal annual installments extending over a period of 8 years for commercial properties and 15 years for residential properties, the first installments to be payable on or before the first Monday in January 2015 and shall bear interest at the rate of 4.60 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2014. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
 - D. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, but no later than November 15, 2014, pay the whole of the assessment on such property, with interest accrued to the date of the payment, to the city clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and they may, at any time after November 15, 2014, pay to the county auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
 - E. The city engineer and city clerk shall forthwith after November 15, 2014, but no later than November 16, 2014, transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over the same manner as other municipal taxes.

Adopted by the council on this 14th day of April 2014.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

J. NEW BUSINESS

1. Approval of Resolution Defining Precinct Boundaries and Polling Locations

Citizen Services Director Guilfoile gave the staff report and answered questions of the council.

Councilmember Juenemann moved to approve the Resolution for Polling Location Changes and Defining Precinct Boundaries.

Resolution 14-4-1055
Polling Location Changes and Defining Precinct Boundaries

WHEREAS, the closing of four fire stations has caused the need to redefine precinct boundaries and polling locations;

WHEREAS, precincts 14, 15 and 16 will be combined into two precincts;

WHEREAS, P16 will be eliminated and boundary lines for precincts 14 and 15 will be redefined.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Maplewood, Minnesota, does hereby define the affected polling locations and precinct boundaries as follows:

P1 St. Paul Hmong Alliance Church (Formerly Maplewood Fire Station #3 Parkside)
Rice Street to the West; County Road B to the North;
McMenemy Street to the East; Larpenteur Avenue to the South

P6 Redeeming Love Church (Formerly Maplewood Fire Station #7 Hazelwood)
Keller Parkway/Arcade Street to the West; County Road C East to the North
Ariel Street to the East; Highway 36 to the South

P13 Gethsemane Lutheran School (Formerly Maplewood Fire Station #1 E. County Line)
McKnight Road to the West; Maryland Avenue E to the North
Century Avenue to the East; I94 to the South

P14 Carver School
McKnight Road to the West; I94 to the North;
Century Avenue to the East; Lower Afton Road to the South to Londin Lane
Londin Lane to the Southeast to Sterling Street
Sterling Street to the East to Linwood Avenue
Linwood Avenue to the South to McKnight Road

P15 Lutheran Church of Peace
Knight Road to the West; Linwood Avenue to the North to Sterling Street
Sterling Street to the West to Londin Lane
Londin Lane to the Northwest to Lower Afton Road
Lower Afton Road to the Northeast to Century Avenue
Century Avenue to the East; to Maplewood boundary on the South

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

2. Approval of Republic Services' Annual Review - 2013 Trash and Yard Waste Report and 2014 Work Plan

Environmental Planner Finwall gave the staff report. Rich Owens from Republic Services addressed and answered questions of the council.

Councilmember Juenemann moved to approve Republic Service's 2013 Annual Trash and Yard Waste Report; and 2014 Work Plan for the City's Residential Trash and Yard Waste Collection System.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

K. AWARD OF BIDS

None

L. VISITOR PRESENTATION

1. Diana Longrie, Maplewood Resident

M. ADMINISTRATIVE PRESENTATIONS

1. Council Calendar Update

City Manager Ahl gave the update providing the council with upcoming meetings and events.

N. COUNCIL PRESENTATIONS

1. City Clean Up

Councilmember Juenemann reminded residents that the City Clean Up at Aldrich Arena is Saturday, April 19, 2014 from 8:00 a.m. to 1:00 p.m. More specifics can be found on the City's website.

2. National Telecommunicator's Week

Councilmember Juenemann informed residents that this week is National Telecommunicator's Week and she would like to acknowledge the people that work in our consolidated dispatch center and recognize how much they do for us every day. She gave special thanks to Police Chief Schnell for his communication with the City Council and the community.

3. Cable Commission Meeting

Councilmember Abrams updated the council on some of the comments she raised at the last meeting about the cable commission.

4. Housing and Economic Development Commission Meeting

Councilmember Koppen gave a report on the Housing and Economic Development Commission Meeting he attended last week. He noted they had a guest speaker from the Minnesota Department of Commerce that gave a presentation on Commercial Recycling.

5. Maplewood Historical Preservation Commission Meeting

Councilmember Koppen gave a report on the last Maplewood Historical Preservation Commission Meeting he attended.

6. Gateway Corridor

Mayor Slawik gave a report on the Gateway Corridor Developments. Mark Jenkins addressed the council and gave additional information.

7. Regional Mayors Meeting

Mayor Slawik gave a report on the Regional Mayors Meeting she attended earlier in the day.

O. ADJOURNMENT

Mayor Slawik adjourned the meeting at 8:58 p.m.

MEMORANDUM

TO: Chuck Ahl, City Manager

FROM: Heritage Preservation Commission
Ginny Gaynor, Natural Resources Coordinator

DATE: April 22, 2014

SUBJECT: Approval of Resolution Awarding 2013 Maplewood Heritage Award

Introduction

The Maplewood Heritage Award is an annual award recognizing an individual who has positively influenced our City's past or strengthened the preservation of Maplewood history. The Heritage Preservation Commission nominated and selected Bob Jensen for the annual Maplewood Heritage Award for 2013.

Recommendation

Approve the attached resolution for the 2013 Maplewood Heritage Award to Bob Jensen.

Attachments

1. Resolution Awarding 2013 Maplewood Heritage Award

**RESOLUTION AWARDING THE
2013 MAPLEWOOD HERITAGE AWARD TO BOB JENSEN**

WHEREAS, Bob Jensen has lived in what is now the City of Maplewood since 2007, and prior to moving to Maplewood worked as a Project Manager for UFE, Inc.; and

WHEREAS, Bob Jensen has been a member of the Maplewood Area Historical Society from 2009 to the present, served as Vice President of the Society from 2011 to 2012, and served as President of the Society from 2012 to the present; and

WHEREAS, during his service to the Maplewood Area Historical Society, Bob Jensen has been instrumental in procuring and implementing grants for research and exhibits, overseeing consulting historians work on exhibits and research, improving the Society's accounting system, researching Maplewood history, coordinating educational programs and historic walking tours, coordinating the rerouting of entry path at the Bruentrup Heritage Farm, planning and implementing installation of turf overflow parking area, and ensuring projects meet requirements of state and federal standards for historic research and preservation; and

WHEREAS, the Heritage Preservation Commission has appreciated his experience, insights and good judgment; and

WHEREAS, City of Maplewood staff has appreciated and benefited from his knowledge, guidance, dedication, and professionalism, especially with regards to understanding historic resources at Gladstone Savanna and Fish Creek, making contacts within the preservation community, and assistance with the Historic Context Study; and

WHEREAS, Bob Jensen has freely given of his wisdom, time and energy, without compensation, for the betterment of the City of Maplewood; and

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

NOW, THEREFORE, IT IS HEREBY RESOLVED for and on behalf of the City of Maplewood, Minnesota and its citizens that Bob Jensen is hereby extended the Maplewood Heritage Award. The Maplewood Heritage Award is an annual award recognizing an individual who has positively influenced our City's past or strengthened the preservation of Maplewood history.

Passed by the Maplewood City Council on April 28, 2014

Nora Slawik, Mayor

Passed by the Maplewood Heritage Preservation Commission on February 13, 2014

Peter Boulay, Chairperson

Attest: _____
Karen Guilfoile, City Clerk

MEMORANDUM

TO: Charles Ahl, City Manager
FROM: Lois Knutson, Senior Administrative Assistant
DATE: April 21, 2014
SUBJECT: Human Rights Commission Appointments

Introduction

There are two openings on the Human Rights Commission. These openings are due to terms expiring and resignations. The City has advertised and accepted applications from interested individuals. The City Council then interviewed the candidates for these commissions and filled out ballots during the Workshop prior to this meeting, which staff has tallied.

Recommendation

Staff recommends the City Council approve the attached resolution to appoint candidates to the commission indicated.

Human Rights Commission

Elizabeth "Marie" Garza, term expires May 1, 2015

Annastacia Belladonna-Carrera, term expires May 1, 2015

Attachments

1. Resolution for Appointment

RESOLUTION

BE IT RESOLVED THAT THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA:

Hereby appoints the following individuals, who have interviewed with the Maplewood City Council, to serve on the following commissions:

Human Rights Commission

Elizabeth "Marie" Garza, term expires May 1, 2015

Annastacia Belladonna-Carrera, term expires May 1, 2015

MEMORANDUM

TO: Chuck Ahl, City Manager
FROM: Michael Thompson, Public Works Director / City Engineer
DATE: April 22, 2014
SUBJECT: Ramsey-Washington Metro Watershed District Presentation

Introduction

The Ramsey-Washington Metro Watershed District Administrator will give a presentation to acquaint the Council with the District.

Discussion

The presentation will introduce the activities of the RWMWD. This will include discussion on water management issues, a review of completed projects and discussion on the present and future challenges for the watershed district.

Budget Impact

No budget impacts to the city.

Recommendation

No action is requested.

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MEMORANDUM

TO: Chuck Ahl, City Manager
FROM: Gayle Bauman, Finance Director
DATE: April 28, 2014
SUBJECT: Approval of Claims

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:

\$ 294,680.21	Checks # 92320 thru # 92360 dated 04/15/14 thru 04/15/14
\$ 287,046.69	Disbursements via debits to checking account dated 04/07/14 thru 04/11/14
\$ 141,340.66	Checks # 92361 thru # 92404 dated 04/17/14 thru 04/22/14
\$ 386,848.13	Disbursements via debits to checking account dated 04/14/14 thru 04/18/14
\$ 1,109,915.69	Total Accounts Payable

PAYROLL

\$ 518,838.70	Payroll Checks and Direct Deposits dated 04/11/14
\$ 1,013.00	Payroll Deduction check # 9989963 thru # 9989965 dated 04/11/14
\$ 519,851.70	Total Payroll
\$ 1,629,767.39	GRAND TOTAL

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

Attachments

**Check Register
City of Maplewood**

04/10/2014

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
92320	04/15/2014	00120	AQUA LOGIC INC	MCC POOL CHEMICALS & SUPPLIES	1,024.93
	04/15/2014	00120	AQUA LOGIC INC	MCC POOL CHEMICALS & SUPPLIES	828.17
	04/15/2014	00120	AQUA LOGIC INC	MCC POOL CHEMICALS & SUPPLIES	706.28
92321	04/15/2014	00353	CURTIS 1000, INC. - MINNESOTA	STATIONERY ORDER	6,499.96
92322	04/15/2014	05028	ENERGY ALTERNATIVES SOLAR, LLC	CITY HALL SOLAR SYSTEM LEASE-APRIL	397.00
	04/15/2014	05028	ENERGY ALTERNATIVES SOLAR, LLC	MCC SOLAR SYSTEM LEASE - APRIL	369.00
92323	04/15/2014	00585	GOPHER STATE ONE-CALL	NET BILLABLE TICKETS - MARCH	217.70
92324	04/15/2014	00687	HUGO'S TREE CARE INC	REMOVE HAZARD TREES - NC	1,800.00
92325	04/15/2014	03875	JASON KREGER	REIMB FOR MILEAGE 1/31 - 2/26	12.32
92326	04/15/2014	01819	PAETEC	LOCAL PHONE SERVICE 02/15 - 03/14	710.73
	04/15/2014	01819	PAETEC	LOCAL PHONE SERVICE 01/15 - 02/14	698.27
92327	04/15/2014	01409	S E H	YEARLY SRVS FEE USE PERMITRACKMS4	1,330.00
92328	04/15/2014	01455	MICHAEL SHORTREED	REIMB FOR IN SERVICE TRAINING ITEMS	44.04
92329	04/15/2014	01463	SISTER ROSALIND GEFRE	MCC MASSAGES - FEBRUARY 16 - 28	820.50
92330	04/15/2014	04845	TENNIS SANITATION LLC	RECYCLING FEE - MARCH	27,181.00
92331	04/15/2014	04192	TRANS-MEDIC	EMS BILLING - MARCH	4,236.90
92332	04/15/2014	03334	UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIALS	1,099.80
	04/15/2014	03334	UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIALS	846.30
92333	04/15/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	15,523.89
	04/15/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	940.01
	04/15/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	71.60
	04/15/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	16.03
	04/15/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	15.89
	04/15/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	-25.04
92334	04/11/2014	05346	BALLOON CONNECTION	BALLOON DECOR FOR MCC DANCE	274.66
92335	04/15/2014	03738	CHARLES E. BETHEL	ATTORNEY SRVS FEES/RENT - MAY	6,700.00
92336	04/15/2014	05339	CHRIS MASTELL TRAILER RENTALS	STORAGE TRAILER RENTAL FOR PDEP	250.00
	04/15/2014	05339	CHRIS MASTELL TRAILER RENTALS	STORAGE TRAILER RENTAL FOR PDEP	250.00
	04/15/2014	05339	CHRIS MASTELL TRAILER RENTALS	STORAGE TRAILER RENTAL FOR PDEP	250.00
92337	04/15/2014	05207	EQUIFAX INFORMATION SERVICES	APPLICANT BACKGROUND CHECKS	60.11
92338	04/15/2014	05030	KANSAS STATE BANK OF MANHATTAN	EQUIP LEASE - MCC - PMT#21	4,344.07
92339	04/15/2014	03815	KEEPRS, INC.	RIFLES ASSIGNED TO SWAT MEMBERS	3,604.62
92340	04/15/2014	02710	LYNN & ASSOCIATES	PEER GROUP FEE	600.00
92341	04/15/2014	04420	ROBIN MCNULTY	VOLLEYBALL REFEREE ADD'L MATCH	25.00
92342	04/15/2014	03751	MONROE CROSSING	MCC PERFORMANCE APRIL 19	2,000.00
92343	04/15/2014	02300	OAKDALE LOCKSMITHS	SYSTEMS FURNITURE KEYS	33.00
92344	04/15/2014	00001	ONE TIME VENDOR	REFUND T SCHACHT HP BENEFIT	60.00
92345	04/15/2014	00001	ONE TIME VENDOR	REFUND W ARNTZEN ELECTRIC PERMIT	49.50
92346	04/15/2014	00001	ONE TIME VENDOR	REFUND MANZELLA HP BENEFIT	40.00
92347	04/15/2014	00001	ONE TIME VENDOR	REFUND Z MOHAMED CHANGE PROG	13.00
92348	04/15/2014	05103	PERFORMANCE PLUS LLC	FIT TEST	20.00
92349	04/15/2014	01387	DR. JAMES ROSSINI	ADMIN FEE FOR STRESS TEST - APRIL	100.00
92350	04/15/2014	01418	SAM'S CLUB DIRECT	MDSE FOR RESALE	49.82
92351	04/15/2014	00006	SILVER FIT	REFUND A BRZINSKI HP BENEFIT	240.00
92352	04/15/2014	01836	ST PAUL, CITY OF	RADIO SHOP SERVICES - JAN	686.75
	04/15/2014	01836	ST PAUL, CITY OF	RADIO SHOP SERVICES - FEB	314.50
92353	04/15/2014	05282	STERTIL KONI - USA	STERTIL KONI SKY 250 LIFT~	130,941.00
92354	04/15/2014	05342	TERRA GERERAL CONTRACTORS	PROJ 12-14 FIRE DEPT SOUTH PMT#2	65,602.25
92355	04/15/2014	01594	TERRYBERRY COMPANY LLC	PINS FOR EMPLOYEE RECOGNITION	1,003.70
92356	04/15/2014	00063	VERIZON WIRELESS	MONTHLY PMT 02/17 - 03/16	8,055.34
92357	04/15/2014	04106	W L HALL CO.	REPAIR MCC BANQUET OPERABLE WALLS	2,025.00
92358	04/15/2014	01730	W W GOETSCH ASSOCIATES, INC.	WEAR RINGS FOR HYDROMATIC PUMP	812.61

92359	04/15/2014	05241	WARNING LITES OF MN, INC.	SAFETY TRAINING	199.75
92360	04/15/2014	05013	YALE MECHANICAL LLC	QTR EQUIP MAINT/INSPECTIONS	710.25
					<hr/>
					294,680.21
					<hr/> <hr/>

41 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>
4/14/2014	MN State Treasurer	Drivers License/Deputy Registrar	18,835.31
4/14/2014	U.S. Treasurer	Federal Payroll Tax	100,154.55
4/14/2014	P.E.R.A.	P.E.R.A.	93,783.43
4/14/2014	MN Dept of Revenue	MN Care Tax	7,207.00
4/15/2014	MN State Treasurer	Drivers License/Deputy Registrar	25,530.17
4/15/2014	VANCO	Billing fee	154.25
4/15/2014	MidAmerica - ING	HRA Flex plan	16,002.26
4/15/2014	Labor Unions	Union Dues	2,114.90
4/15/2014	MN State Treasurer	State Payroll Tax	20,660.22
4/16/2014	MN State Treasurer	Drivers License/Deputy Registrar	22,193.54
4/17/2014	MN State Treasurer	Drivers License/Deputy Registrar	37,568.21
4/18/2014	MN State Treasurer	Drivers License/Deputy Registrar	27,344.79
4/18/2014	MN Dept of Natural Resources	DNR electronic licenses	1,162.00
4/18/2014	MN Dept of Revenue	Sales Tax	10,349.00
4/18/2014	Optum Health	DCRP & Flex plan payments	3,788.50
			386,848.13

*Detailed listing of VISA purchases is attached.

**Check Register
City of Maplewood**

04/18/2014

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
92361	04/17/2014	01920	THE LITTLE OVEN	EMPLOYEE RECOGNITION LUNCHEON	293.27
92362	04/17/2014	00932	MAPLEWOOD BAKERY	EMPLOYEE RECOGNITION LUNCHEON	37.38
92363	04/22/2014	05114	BOLTON & MENK, INC.	GIS ASSISTANCE	880.00
92364	04/22/2014	02149	HEIDI CAREY	COMMISSION - 1ST QTR	27.23
92365	04/22/2014	00241	CSI SOFTWARE	MEMBER TAGS	1,145.00
92366	04/22/2014	00463	EMERGENCY APPARATUS MAINT	REPAIR LADDER 2 (325)	9,375.34
92367	04/22/2014	01973	ERICKSON OIL PRODUCTS INC	SQUAD CAR WASHES - MARCH	127.25
92368	04/22/2014	03365	NICK FRANZEN	REIMB FOR MILEAGE & INTERNET 1/1-4/3	210.56
92369	04/22/2014	04944	HILLCREST VENTURES LLC	SUBWAY ORDERS - MARCH	949.48
	04/22/2014	04944	HILLCREST VENTURES LLC	SUBWAY ORDERS - FEB	632.70
	04/22/2014	04944	HILLCREST VENTURES LLC	ADD'L SUBWAY ORDERS - JAN	21.38
92370	04/22/2014	03875	JASON KREGER	REIMB FOR PARKING & MILEAGE	23.36
92371	04/22/2014	01202	NYSTROM PUBLISHING CO INC	MAPLEWOOD MONTHLY - APRIL	7,575.66
92372	04/22/2014	04272	PARAGON SOLUTIONS GROUP, INC.	AXIS M1104 CAMERA FOR MCC	405.10
92373	04/22/2014	01337	RAMSEY COUNTY-PROP REC & REV	911 DISPATCH SERVICES - MARCH	31,877.31
	04/22/2014	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - MARCH	458.64
	04/22/2014	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - MARCH	414.96
92374	04/22/2014	01546	SUBURBAN SPORTSWEAR	SHIRTS FOR SOCCER CLINIC	422.50
92375	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371999	1,074.02
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371083	516.21
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0282620	385.43
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0328559	263.59
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0380041	187.79
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0395065	82.46
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0373496	81.87
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0349366	76.32
	04/22/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0395052	35.17
92376	04/22/2014	03828	TURFWERKS	CUSHMAN TURF TRUCKSTER	19,790.00
92377	04/22/2014	01798	YOCUM OIL CO.	CONTRACT GASOLINE - APRIL	14,046.89
	04/22/2014	01798	YOCUM OIL CO.	CONTRACT DIESEL - APRIL	10,341.21
92378	04/21/2014	02464	US BANK	FUNDS FOR CITY HALL ATM	10,000.00
92379	04/22/2014	04549	JAN ALICE CAMPBELL	ZUMBA INSTRUCTION SAT MORNINGS	103.00
92380	04/22/2014	04911	DECKCI DECOR	TABLE CLOTHES - SENIOR EXPO 4/10	149.63
92381	04/22/2014	04846	HEALTHEAST	MEDICAL SUPPLIES	278.66
92382	04/22/2014	00867	LILLIE SUBURBAN NEWSPAPERS	CAMP GUIDE	225.00
92383	04/22/2014	02823	JERROLD MARTIN	REIMB FOR MEALS 4/2	30.29
92384	04/22/2014	00983	METRO SALES INC	LEASE PMT 4/15 - 5/15	453.00
92385	04/22/2014	01089	MN UC FUND	QTR UNEMPLOYMENT - 1ST QTR	13,569.22
92386	04/22/2014	05200	MN VOLLEYBALL HEADQUARTERS	VOLLEYBALL CLINIC INSTRUCTION	192.00
92387	04/22/2014	05345	PARKER OLDING	REIMB FOR MEAL 4/2	10.49
92388	04/22/2014	00001	ONE TIME VENDOR	BUTTON - PD STREET ASSESSMENT	1,160.00
92389	04/22/2014	00001	ONE TIME VENDOR	R PIERRE - PD STREET ASSESSMENT	1,160.00
92390	04/22/2014	00001	ONE TIME VENDOR	HODGIN - PD STREET ASSESSMENT	1,160.00
92391	04/22/2014	00001	ONE TIME VENDOR	COVER/THOMPSON-PD STREET ASSESS	1,160.00
92392	04/22/2014	00001	ONE TIME VENDOR	REFUND N BORZO PERSONAL TRAINING	470.00
92393	04/22/2014	00001	ONE TIME VENDOR	REFUND D FARLEY TRANS MEDIC	152.00
92394	04/22/2014	00001	ONE TIME VENDOR	WEINBECK USE OF FORCE INSTRUCTION	150.00
92395	04/22/2014	00001	ONE TIME VENDOR	W DUGGAN USE OF FORCE INSTRUCTION	150.00
92396	04/22/2014	00001	ONE TIME VENDOR	REFUND HAMPER HP & BC BENEFIT	40.00
92397	04/22/2014	05153	PENGUIN MANAGEMENT, INC.	VOICE NOTIFICATION SRVS	774.00
92398	04/22/2014	02563	PHILIPS MEDICAL SYSTEMS	MAINTENANCE AGREEMENT	4,546.74
92399	04/22/2014	00396	MN DEPT OF PUBLIC SAFETY	SRVS (CJDN) PROVIDED TO PD-1ST QTR	1,920.00
92400	04/22/2014	04074	ELAINE SCHRADE	TAI CHI INSTRUCTION 3/19 - 5/21	230.88

92401	04/22/2014	01511	ST PAUL POLICE DEPT - PDI	TRAINING FEE - (MULVIHILL)	249.00
92402	04/22/2014	01669	TWIN CITIES TRANSPORT &	HEAVY DUTY TOW	125.00
92403	04/22/2014	04179	VISUAL IMAGE PROMOTIONS	PROGRAM DISPLAY SIGN MCC - MARCH	325.00
92404	04/22/2014	05013	YALE MECHANICAL LLC	REPAIR RT#2 PW'S BAD ECON MOTOR	798.67

141,340.66

44 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>
3/11/2013	MN State Treasurer	Drivers License/Deputy Registrar	22,577.15
3/12/2013	MN State Treasurer	Drivers License/Deputy Registrar	38,434.38
3/13/2013	MN State Treasurer	Drivers License/Deputy Registrar	50,258.39
3/14/2013	MN State Treasurer	Drivers License/Deputy Registrar	44,164.67
3/14/2013	ING - State Plan	Deferred Compensation	28,707.00
3/15/2013	MN State Treasurer	Drivers License/Deputy Registrar	32,774.21
3/15/2013	MN Dept of Natural Resources	DNR electronic licenses	489.50
3/15/2013	US Bank VISA One Card*	Purchasing card items	64,612.47
3/15/2013	VANCO	Billing fee	111.00
3/15/2013	Optum Health	DCRP & Flex plan payments	1,390.92
3/15/2013	ICMA (Vantagepointe)	Deferred Compensation	4,064.15
TOTAL			287,583.84

*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
04/07/2014	04/08/2014	L A POLICE GEAR INC	\$37.50	MARK ALDRIDGE
04/09/2014	04/10/2014	UNIFORMS UNLIMITED INC.	\$107.10	MARK ALDRIDGE
04/03/2014	04/07/2014	MINNESOTA GOVERNMENT F	\$15.00	GAYLE BAUMAN
04/04/2014	04/10/2014	PAKOR, INC.	\$906.02	REGAN BEGGS
04/14/2014	04/15/2014	L A POLICE GEAR INC	\$206.94	STANLEY BELDE
04/10/2014	04/11/2014	ZAP*ZAPPOS.COM	\$75.00	MARKESE BENJAMIN
04/04/2014	04/07/2014	BESTBUYMKTPPLACE	\$13.92	CHAD BERGO
04/07/2014	04/09/2014	MILLS FLEET FARM #3,100	\$31.67	BRIAN BIERDEMAN
04/15/2014	04/16/2014	OAKLEY, INC.	\$94.84	BRIAN BIERDEMAN
04/11/2014	04/14/2014	THE MULCH STORE	\$492.78	OAKLEY BIESANZ
04/17/2014	04/18/2014	TARGET 00011858	(\$37.48)	JASON BRASH
04/17/2014	04/18/2014	TARGET 00011858	\$58.90	JASON BRASH
04/17/2014	04/18/2014	TARGET 00011858	\$85.69	JASON BRASH
04/08/2014	04/09/2014	AMERICAN PUBLIC WORKS	\$720.00	TROY BRINK
04/08/2014	04/10/2014	UNITED 0167361117200	\$373.00	TROY BRINK
04/09/2014	04/10/2014	FEDEX 830113277474	\$0.95	TROY BRINK
04/09/2014	04/10/2014	EXPEDIA*EXPEDIA.COM	\$7.00	TROY BRINK
04/10/2014	04/11/2014	FEDEX 448173110025693	\$8.65	TROY BRINK
04/11/2014	04/14/2014	BEDFORD TECHNOLOGY	\$181.06	TROY BRINK
04/15/2014	04/16/2014	TRUCK UTILITIES INC ST PA	\$254.10	TROY BRINK
04/04/2014	04/07/2014	AMAZON.COM	\$181.99	SARAH BURLINGAME
04/10/2014	04/11/2014	FIRST SHRED	\$45.10	SARAH BURLINGAME
04/03/2014	04/07/2014	BROWNELLS INC	\$83.10	DAN BUSACK
04/07/2014	04/08/2014	UNIFORMS UNLIMITED INC.	\$32.40	JOHN CARNES
04/16/2014	04/18/2014	ZOHO CORPORATION	\$87.34	JOHN CARNES
04/16/2014	04/18/2014	ZOHO CORPORATION	\$174.67	JOHN CARNES
04/08/2014	04/09/2014	PANERA BREAD #1305	\$13.04	NICHOLAS CARVER
04/03/2014	04/07/2014	THE HOME DEPOT 2801	\$49.30	SCOTT CHRISTENSON
04/08/2014	04/09/2014	VIKING ELECTRIC-CREDIT DE	\$85.61	SCOTT CHRISTENSON
04/08/2014	04/10/2014	THE HOME DEPOT 2801	\$22.70	SCOTT CHRISTENSON
04/10/2014	04/14/2014	THE HOME DEPOT 2801	\$30.15	SCOTT CHRISTENSON
04/10/2014	04/14/2014	THE RETROFIT COMPANIES, I	\$283.40	SCOTT CHRISTENSON
04/10/2014	04/14/2014	THE RETROFIT COMPANIES, I	\$485.59	SCOTT CHRISTENSON
04/10/2014	04/14/2014	OAKDALE OPTICAL CENTER	\$357.00	SCOTT CHRISTENSON
04/11/2014	04/14/2014	HENRIKSEN ACE HARDWARE	\$6.91	SCOTT CHRISTENSON
04/15/2014	04/17/2014	THE HOME DEPOT 2801	\$69.64	SCOTT CHRISTENSON
04/15/2014	04/17/2014	THE HOME DEPOT 2801	\$5.03	SCOTT CHRISTENSON
04/17/2014	04/18/2014	HENRIKSEN ACE HARDWARE	\$47.94	SCOTT CHRISTENSON
04/09/2014	04/10/2014	TCD*CENGAGE LEARNING	\$74.93	KERRY CROTTY
04/10/2014	04/14/2014	EXXONMOBIL 97337596	\$53.19	KERRY CROTTY
04/08/2014	04/09/2014	G&K SERVICES 182	\$126.90	CHARLES DEEVER
04/15/2014	04/16/2014	RADIOSHACK COR00160853	\$16.13	CHARLES DEEVER
04/16/2014	04/17/2014	JOHN DEERE LANDSCAPES530	\$111.30	THOMAS DEBILZAN
04/09/2014	04/09/2014	TI *TASER INTL	\$311.96	RICHARD DOBLAR
04/03/2014	04/07/2014	COMMERCIAL POOL & SPA SUP	\$124.22	TOM DOUGLASS
04/07/2014	04/08/2014	NUCO2 01 OF 01	\$280.57	TOM DOUGLASS
04/07/2014	04/08/2014	NUCO2 01 OF 01	\$154.97	TOM DOUGLASS
04/07/2014	04/08/2014	NUCO2 01 OF 01	\$297.35	TOM DOUGLASS
04/07/2014	04/08/2014	NUCO2 01 OF 01	\$175.00	TOM DOUGLASS
04/07/2014	04/08/2014	NUCO2 01 OF 01	\$247.18	TOM DOUGLASS
04/07/2014	04/08/2014	NUCO2 01 OF 01	\$266.45	TOM DOUGLASS
04/09/2014	04/10/2014	WW GRAINGER	\$30.17	TOM DOUGLASS
04/09/2014	04/10/2014	WW GRAINGER	\$180.79	TOM DOUGLASS
04/09/2014	04/11/2014	THE HOME DEPOT 2801	\$77.35	TOM DOUGLASS
04/09/2014	04/11/2014	THE HOME DEPOT 2801	\$6.38	TOM DOUGLASS

04/09/2014	04/11/2014	COMMERCIAL POOL & SPA SUP	\$518.49	TOM DOUGLASS
04/10/2014	04/11/2014	WW GRAINGER	\$677.89	TOM DOUGLASS
04/10/2014	04/14/2014	THE HOME DEPOT 2801	\$25.60	TOM DOUGLASS
04/14/2014	04/15/2014	WW GRAINGER	\$95.24	TOM DOUGLASS
04/15/2014	04/16/2014	FASTENAL COMPANY01	\$5.34	TOM DOUGLASS
04/15/2014	04/16/2014	WW GRAINGER	\$120.00	TOM DOUGLASS
04/17/2014	04/18/2014	VIKING SPRINKLER COMPANY	\$512.00	TOM DOUGLASS
04/08/2014	04/09/2014	CAN*CANONBUSSOL CBS	\$466.01	JOHN DUCHARME
04/09/2014	04/10/2014	CAN*CANONBUSSOL CBS	\$241.03	JOHN DUCHARME
04/09/2014	04/11/2014	THE HOME DEPOT 2801	(\$0.46)	DOUG EDGE
04/09/2014	04/11/2014	THE HOME DEPOT 2801	\$6.96	DOUG EDGE
04/17/2014	04/18/2014	THE UPS STORE 2171	\$5.83	PAUL E EVERSON
04/04/2014	04/07/2014	CERTIFIED LABORATORIES	\$175.82	LARRY FARR
04/07/2014	04/09/2014	WM EZPAY	\$198.56	LARRY FARR
04/07/2014	04/09/2014	WW GRAINGER	\$447.47	LARRY FARR
04/08/2014	04/09/2014	G&K SERVICES 182	\$874.37	LARRY FARR
04/08/2014	04/10/2014	COMMERCIAL FURNIT00 OF 00	\$2,534.04	LARRY FARR
04/09/2014	04/10/2014	A & K EQUIPMENT CO	\$147.31	LARRY FARR
04/09/2014	04/10/2014	G&K SERVICES 182	\$413.19	LARRY FARR
04/09/2014	04/10/2014	CINTAS 470	\$334.12	LARRY FARR
04/10/2014	04/11/2014	A & K EQUIPMENT CO	\$57.89	LARRY FARR
04/10/2014	04/11/2014	CINTAS 470	\$25.00	LARRY FARR
04/11/2014	04/14/2014	CINTAS 470	\$124.16	LARRY FARR
04/11/2014	04/14/2014	CINTAS 470	\$63.17	LARRY FARR
04/14/2014	04/15/2014	REPUBLIC SERVICES TRASH	\$1,141.69	LARRY FARR
04/15/2014	04/17/2014	THE HOME DEPOT 2801	(\$29.97)	LARRY FARR
04/16/2014	04/17/2014	OVERHEAD DOOR COMP	\$1,338.70	LARRY FARR
04/16/2014	04/17/2014	MENARDS 3022	\$85.40	LARRY FARR
04/16/2014	04/17/2014	MENARDS 3022	\$46.34	LARRY FARR
04/17/2014	04/18/2014	CINTAS 470	\$85.76	LARRY FARR
04/17/2014	04/18/2014	MENARDS 3059	\$13.42	LARRY FARR
04/08/2014	04/09/2014	IDU*INSIGHT PUBLIC SEC	\$1,137.17	NICK FRANZEN
04/09/2014	04/10/2014	HP DIRECT-PUBLICSECTOR	\$2,712.00	NICK FRANZEN
04/12/2014	04/14/2014	IDU*INSIGHT PUBLIC SEC	\$31.07	NICK FRANZEN
04/15/2014	04/16/2014	AMAZON.COM	\$19.99	NICK FRANZEN
04/16/2014	04/17/2014	HP DIRECT-PUBLICSECTOR	\$3,534.00	NICK FRANZEN
04/16/2014	04/17/2014	SHI CORP	\$122.00	NICK FRANZEN
04/10/2014	04/11/2014	KBC	\$42.76	CAROLE GERNES
04/09/2014	04/11/2014	ASPEN MILLS INC.	\$118.50	CLARENCE GERVAIS
04/09/2014	04/11/2014	WHITE BEAR GLASS	\$50.00	JEAN GLASS
04/14/2014	04/16/2014	OFFICE DEPOT #1090	\$50.09	JEAN GLASS
04/16/2014	04/17/2014	FRATTALLONES WOODBURY AC	(\$3.10)	JAN GREW HAYMAN
04/07/2014	04/08/2014	VZWRLSS*APOCC VISN	\$97.28	KAREN GUILFOILE
04/04/2014	04/07/2014	RED WING SHOE STORE	\$157.24	MARK HAAG
04/09/2014	04/11/2014	TRI-STATE BOBCAT	\$170.00	MARK HAAG
04/10/2014	04/11/2014	HENRIKSEN ACE HARDWARE	\$48.98	MARK HAAG
04/16/2014	04/17/2014	HENRIKSEN ACE HARDWARE	\$8.98	MILES HAMRE
04/16/2014	04/17/2014	MENARDS 3059	\$59.64	MILES HAMRE
04/16/2014	04/18/2014	THE HOME DEPOT 2801	\$67.53	MILES HAMRE
04/10/2014	04/11/2014	HENRIKSEN ACE HARDWARE	\$21.88	TAMARA HAYS
04/11/2014	04/14/2014	MENARDS 3059	\$44.50	TAMARA HAYS
04/15/2014	04/16/2014	MENARDS 3059	\$5.97	TAMARA HAYS
04/03/2014	04/07/2014	FOOT LOCKER 22038	\$102.99	PHENG HER
04/07/2014	04/08/2014	UNIFORMS UNLIMITED INC.	\$86.40	PHENG HER
04/09/2014	04/09/2014	AMAZON.COM	\$28.18	STEVEN HIEBERT
04/07/2014	04/08/2014	HENRIKSEN ACE HARDWARE	\$5.58	GARY HINNENKAMP

04/05/2014	04/07/2014	DISPLAYS2GOCOM	\$200.48	RON HORWATH
04/09/2014	04/10/2014	PRICE CHOPPER WRISTBANDS	\$424.72	RON HORWATH
04/09/2014	04/10/2014	SPRINT AQUATICS	\$468.16	RON HORWATH
04/10/2014	04/11/2014	BEST BUY MHT 00000109	\$6.41	RON HORWATH
04/10/2014	04/14/2014	MICHAELS STORES 2744	\$29.45	RON HORWATH
04/17/2014	04/18/2014	ARC*SERVICES/TRAINING	\$27.00	RON HORWATH
04/11/2014	04/14/2014	ANDERSON'S MAPLE S	\$185.00	ANN HUTCHINSON
04/14/2014	04/16/2014	GTC UNITED WAY	\$210.00	MARY JACKSON
04/15/2014	04/16/2014	DALCO ENTERPRISES, INC	\$741.66	DAVID JAHN
04/09/2014	04/10/2014	SAFELITE AUTOGLASS	\$39.95	KEVIN JOHNSON
04/07/2014	04/08/2014	RAINBOW FOODS 00088617	\$74.97	LOIS KNUTSON
04/07/2014	04/08/2014	CUB FOODS #1599	\$28.75	LOIS KNUTSON
04/14/2014	04/16/2014	SUBWAY 00052159	\$45.53	LOIS KNUTSON
04/16/2014	04/17/2014	CUB FOODS #1599	\$39.72	LOIS KNUTSON
04/17/2014	04/18/2014	CUB FOODS #1599	\$32.07	LOIS KNUTSON
04/04/2014	04/07/2014	OFFICE MAX	\$67.45	JASON KREGER
04/09/2014	04/10/2014	WWW.NEWEGG.COM	\$19.99	JASON KREGER
04/14/2014	04/15/2014	THE UPS STORE 2171	\$19.61	JASON KREGER
04/15/2014	04/16/2014	APL*APPLE ONLINE STORE	\$854.86	JASON KREGER
04/15/2014	04/16/2014	PLANTRONICS	\$32.08	JASON KREGER
04/14/2014	04/15/2014	UNIFORMS UNLIMITED INC.	\$9.00	NICHOLAS KREKELER
04/16/2014	04/18/2014	POLICEBIKESTORE.COM	\$71.95	NICHOLAS KREKELER
04/05/2014	04/07/2014	UNIFORMS UNLIMITED INC.	\$286.80	DAVID KVAM
04/06/2014	04/07/2014	SCHEELS-ST CLOUD	\$100.00	DAVID KVAM
04/08/2014	04/09/2014	THOMSON WEST*TCD	\$306.10	DAVID KVAM
04/13/2014	04/14/2014	COMCAST CABLE COMM	\$44.65	DAVID KVAM
04/08/2014	04/10/2014	ASPEN MILLS INC.	\$18.00	STEVE LUKIN
04/10/2014	04/11/2014	PEN*FDIC/FIRE ENGINEER	\$75.00	STEVE LUKIN
04/11/2014	04/11/2014	AIRGASS NORTH	\$152.86	STEVE LUKIN
04/11/2014	04/11/2014	AIRGASS NORTH	\$182.98	STEVE LUKIN
04/11/2014	04/14/2014	EMERGENCY APPARATUS MAINT	\$553.59	STEVE LUKIN
04/12/2014	04/14/2014	MSP AIRPORT PARKING	\$76.00	STEVE LUKIN
04/12/2014	04/14/2014	MARRIOTT JW INDIANAPL2554	\$824.85	STEVE LUKIN
04/14/2014	04/16/2014	ASPEN MILLS INC.	\$380.85	STEVE LUKIN
04/14/2014	04/16/2014	ASPEN MILLS INC.	\$120.00	STEVE LUKIN
04/14/2014	04/16/2014	ASPEN MILLS INC.	\$42.00	STEVE LUKIN
04/03/2014	04/07/2014	AMPCO PARKING UNION DEPOT	\$5.00	MIKE MARTIN
04/04/2014	04/07/2014	BROADWAY RENTAL	\$1,026.06	SASHA MEYER
04/04/2014	04/07/2014	BROADWAY RENTAL	\$22.07	SASHA MEYER
04/11/2014	04/14/2014	BROADWAY RENTAL	(\$80.35)	SASHA MEYER
04/11/2014	04/14/2014	BROADWAY RENTAL	\$410.31	SASHA MEYER
04/04/2014	04/07/2014	HEALTH CARE LOGISTICS	\$102.03	MICHAEL MONDOR
04/04/2014	04/07/2014	IN *CHOICE1 HEALTH CARE S	\$274.45	MICHAEL MONDOR
04/08/2014	04/10/2014	BOUND TREE MEDICAL LLC	\$7.71	MICHAEL MONDOR
04/11/2014	04/14/2014	BOUND TREE MEDICAL LLC	\$1,385.86	MICHAEL MONDOR
04/16/2014	04/17/2014	CENTURY COLLEGE-BO	\$534.00	MICHAEL MONDOR
04/10/2014	04/11/2014	CERTIFIED LABORATORIES	\$1,038.94	BRYAN NAGEL
04/16/2014	04/18/2014	VERIZON WRLS N7845-01	\$85.68	BRYAN NAGEL
04/11/2014	04/14/2014	TARGET 00021352	\$18.37	JOHN NAUGHTON
04/08/2014	04/09/2014	AMAZON MKTPLACE PMTS	\$34.70	MICHAEL NYE
04/08/2014	04/09/2014	AMAZON MKTPLACE PMTS	\$9.69	MICHAEL NYE
04/15/2014	04/18/2014	AMAZON MKTPLACE PMTS	(\$34.70)	MICHAEL NYE
04/04/2014	04/07/2014	OFFICE DEPOT #1090	\$50.59	MARY KAY PALANK
04/04/2014	04/07/2014	DELEGARD TOOL COMPANY	\$40.18	STEVEN PRIEM
04/04/2014	04/07/2014	AUTO PLUS LITTLE CANADA	\$10.77	STEVEN PRIEM
04/07/2014	04/08/2014	FACTORY MTR PTS #1	\$29.72	STEVEN PRIEM

04/07/2014	04/08/2014	AUTO PLUS LITTLE CANADA	\$42.53	STEVEN PRIEM
04/08/2014	04/09/2014	AUTO PLUS LITTLE CANADA	\$57.80	STEVEN PRIEM
04/08/2014	04/09/2014	AN FORD WHITE BEAR LAK	\$21.18	STEVEN PRIEM
04/08/2014	04/09/2014	MACQUEEN EQUIPMENT INC	\$53.55	STEVEN PRIEM
04/08/2014	04/10/2014	BOYER TRUCKS - PARTS	\$52.50	STEVEN PRIEM
04/09/2014	04/10/2014	AUTO PLUS LITTLE CANADA	\$22.33	STEVEN PRIEM
04/09/2014	04/10/2014	AUTO PLUS LITTLE CANADA	\$3.45	STEVEN PRIEM
04/09/2014	04/10/2014	AUTO PLUS LITTLE CANADA	\$285.85	STEVEN PRIEM
04/09/2014	04/10/2014	AUTO PLUS LITTLE CANADA	\$70.28	STEVEN PRIEM
04/09/2014	04/11/2014	SEARS ROEBUCK 1122	\$120.76	STEVEN PRIEM
04/09/2014	04/11/2014	YOCUM OIL COMPANY INC	\$285.00	STEVEN PRIEM
04/10/2014	04/11/2014	AUTO PLUS LITTLE CANADA	\$15.69	STEVEN PRIEM
04/10/2014	04/11/2014	AUTO PLUS LITTLE CANADA	\$20.60	STEVEN PRIEM
04/10/2014	04/11/2014	BAUER BUILT TIRE 18	\$783.38	STEVEN PRIEM
04/10/2014	04/11/2014	POLAR CHEVROLET MAZDA	\$476.26	STEVEN PRIEM
04/10/2014	04/14/2014	AN FORD WHITE BEAR LAK	\$402.18	STEVEN PRIEM
04/11/2014	04/14/2014	CERTIFIED LABORATORIES	\$212.78	STEVEN PRIEM
04/12/2014	04/14/2014	GOODYEAR AUTO SRV CT 6920	\$97.37	STEVEN PRIEM
04/14/2014	04/15/2014	AUTO PLUS LITTLE CANADA	\$41.66	STEVEN PRIEM
04/14/2014	04/15/2014	FORCE AMERICA DISTRIB LLC	\$538.40	STEVEN PRIEM
04/14/2014	04/15/2014	FORCE AMERICA DISTRIB LLC	\$14.11	STEVEN PRIEM
04/14/2014	04/15/2014	MACQUEEN EQUIPMENT INC	\$1,363.04	STEVEN PRIEM
04/14/2014	04/16/2014	WHEELCO BRAKE &SUPPLY	\$75.04	STEVEN PRIEM
04/14/2014	04/16/2014	VCN*MN STATE PATROL	\$58.50	STEVEN PRIEM
04/15/2014	04/16/2014	AUTO PLUS LITTLE CANADA	\$4.72	STEVEN PRIEM
04/15/2014	04/16/2014	MACQUEEN EQUIPMENT INC	\$167.02	STEVEN PRIEM
04/15/2014	04/17/2014	WHEELCO BRAKE &SUPPLY	(\$812.50)	STEVEN PRIEM
04/16/2014	04/17/2014	HENRIKSEN ACE HARDWARE	\$11.85	STEVEN PRIEM
04/16/2014	04/17/2014	AUTO PLUS LITTLE CANADA	\$97.49	STEVEN PRIEM
04/16/2014	04/17/2014	AUTO PLUS LITTLE CANADA	\$70.26	STEVEN PRIEM
04/17/2014	04/18/2014	OXYGEN SERVICE COMPANY,	\$28.25	STEVEN PRIEM
04/17/2014	04/18/2014	AN FORD WHITE BEAR LAK	\$42.00	STEVEN PRIEM
04/17/2014	04/18/2014	BAUER BUILT TIRE 18	\$722.90	STEVEN PRIEM
04/17/2014	04/18/2014	MACQUEEN EQUIPMENT INC	\$458.42	STEVEN PRIEM
04/04/2014	04/07/2014	PARK SUPPLY OF AMERICA IN	\$66.74	KELLY PRINS
04/05/2014	04/07/2014	BIZCHAIR OFFICE FURNITUR	\$1,496.25	KELLY PRINS
04/07/2014	04/08/2014	THE WEBSTAUANT STORE	(\$22.99)	KELLY PRINS
04/11/2014	04/14/2014	THE HOME DEPOT 2801	\$64.24	KELLY PRINS
04/14/2014	04/15/2014	VIKING ELECTRIC-CREDIT DE	\$848.69	KELLY PRINS
04/15/2014	04/17/2014	WALLY S UPHOLS80110026	\$115.00	KELLY PRINS
04/16/2014	04/17/2014	BIZCHAIR OFFICE FURNITUR	\$65.00	KELLY PRINS
04/17/2014	04/18/2014	HENRIKSEN ACE HARDWARE	\$28.75	JUSTIN PURVES
04/08/2014	04/10/2014	PIONEER PRESS ADVERTISING	\$1,127.50	TERRIE RAMEAUX
04/08/2014	04/09/2014	DALCO ENTERPRISES, INC	\$562.09	MICHAEL REILLY
04/09/2014	04/10/2014	AMAZON MKTPLACE PMTS	\$38.82	LORI RESENDIZ
04/05/2014	04/08/2014	FUN EXPRESS	\$113.81	AUDRA ROBBINS
04/08/2014	04/09/2014	TARGET 00021014	\$76.55	AUDRA ROBBINS
04/08/2014	04/10/2014	CVS PHARMACY #1751 Q03	\$18.60	AUDRA ROBBINS
04/10/2014	04/11/2014	PARTY CITY #768	\$145.77	AUDRA ROBBINS
04/10/2014	04/14/2014	DOLRTREE 2396 00023960	\$69.63	AUDRA ROBBINS
04/10/2014	04/14/2014	MICHAELS STORES 2744	\$14.84	AUDRA ROBBINS
04/11/2014	04/14/2014	TARGET 00021014	\$36.04	AUDRA ROBBINS
04/11/2014	04/14/2014	CUB FOODS #1599	\$361.35	AUDRA ROBBINS
04/11/2014	04/14/2014	CUB FOODS #1599	\$12.84	AUDRA ROBBINS
04/14/2014	04/15/2014	CTC*CONSTANTCONTACT.COM	\$55.00	AUDRA ROBBINS
04/16/2014	04/17/2014	TARGET 00011858	\$64.25	AUDRA ROBBINS

04/16/2014	04/18/2014	HOMEDEPOT.COM	\$49.24	AUDRA ROBBINS
04/15/2014	04/17/2014	AT&T*BILL PAYMENT	\$68.09	DEB SCHMIDT
04/07/2014	04/08/2014	ENCOMPASS TELEMATICS, LLC	\$453.80	PAUL SCHNELL
04/03/2014	04/07/2014	POLLUTION CONTROL AGENCY	\$240.00	SCOTT SCHULTZ
04/08/2014	04/09/2014	G&K SERVICES 182	\$1,626.43	SCOTT SCHULTZ
04/11/2014	04/14/2014	CERTIFIED LABORATORIES	\$615.65	SCOTT SCHULTZ
04/12/2014	04/15/2014	CINTAS 60A SAP	\$195.78	SCOTT SCHULTZ
04/12/2014	04/15/2014	CINTAS 60A SAP	\$196.67	SCOTT SCHULTZ
04/14/2014	04/15/2014	REPUBLIC SERVICES TRASH	\$183.45	SCOTT SCHULTZ
04/16/2014	04/18/2014	OFFICE MAX	\$19.26	SCOTT SCHULTZ
04/08/2014	04/09/2014	CUB FOODS-SUN RAY	\$67.98	CAITLIN SHERRILL
04/09/2014	04/10/2014	USPS 26834500133401316	\$11.60	MICHAEL SHORTREED
04/11/2014	04/14/2014	SQ *DAVIS LOCK AND SAFE	\$160.69	MICHAEL SHORTREED
04/08/2014	04/10/2014	OFFICE DEPOT #1090	\$50.25	JAMES TAYLOR
04/08/2014	04/10/2014	OFFICE DEPOT #1090	\$79.98	JAMES TAYLOR
04/17/2014	04/18/2014	UNIFORMS UNLIMITED INC.	\$95.99	JAY WENZEL
04/09/2014	04/10/2014	UNIFORMS UNLIMITED INC.	\$77.48	KAO XIONG
04/08/2014	04/10/2014	MINN FIRE SVC CERT BOARD	\$200.00	SUSAN ZWIEG

\$55,117.72

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>
	04/11/14	ABRAMS, MARYLEE	448.23
	04/11/14	CARDINAL, ROBERT	448.23
	04/11/14	JUENEMANN, KATHLEEN	448.23
	04/11/14	KOPPEN, MARVIN	448.23
	04/11/14	SLAWIK, NORA	509.26
	04/11/14	AHL, R. CHARLES	5,959.42
	04/11/14	COLEMAN, MELINDA	5,213.95
	04/11/14	KNUTSON, LOIS	2,397.05
	04/11/14	KANTRUD, HUGH	184.62
	04/11/14	CHRISTENSON, SCOTT	2,327.19
	04/11/14	FARR, LARRY	3,353.56
	04/11/14	JAHN, DAVID	1,943.11
	04/11/14	METRY, THOMAS	36.00
	04/11/14	BURLINGAME, SARAH	2,334.10
	04/11/14	RAMEAUX, THERESE	3,192.50
	04/11/14	BAUMAN, GAYLE	4,893.93
	04/11/14	ANDERSON, CAROLE	1,697.71
	04/11/14	DEBILZAN, JUDY	1,412.96
	04/11/14	JACKSON, MARY	2,219.31
	04/11/14	KELSEY, CONNIE	2,705.98
	04/11/14	RUEB, JOSEPH	2,999.41
	04/11/14	BEGGS, REGAN	1,640.19
	04/11/14	GUILFOILE, KAREN	4,742.41
	04/11/14	SCHMIDT, DEBORAH	3,158.62
	04/11/14	SPANGLER, EDNA	1,190.51
	04/11/14	LARSON, MICHELLE	1,984.20
	04/11/14	MECHELKE, SHERRIE	1,190.51
	04/11/14	MOY, PAMELA	1,587.35
	04/11/14	OSTER, ANDREA	1,991.11
	04/11/14	RICHTER, CHARLENE	1,082.03
	04/11/14	SCHOENECKER, LEIGH	1,803.39
	04/11/14	VITT, SANDRA	984.11
	04/11/14	WEAVER, KRISTINE	2,459.40
	04/11/14	CORCORAN, THERESA	1,992.19
	04/11/14	KVAM, DAVID	4,390.70
	04/11/14	PALANK, MARY	1,988.80
	04/11/14	POWELL, PHILIP	3,058.49
	04/11/14	SCHNELL, PAUL	4,840.36
	04/11/14	SHORTREED, MICHAEL	4,266.68
	04/11/14	SVENDSEN, JOANNE	2,214.19
	04/11/14	THOMFORDE, FAITH	1,640.19
	04/11/14	ABEL, CLINT	3,377.47
	04/11/14	ALDRIDGE, MARK	3,324.14

04/11/14	BAKKE, LONN	3,472.17
04/11/14	BARTZ, PAUL	3,345.76
04/11/14	BELDE, STANLEY	3,122.54
04/11/14	BENJAMIN, MARKESE	543.29
04/11/14	BIERDEMAN, BRIAN	4,070.81
04/11/14	BUSACK, DANIEL	3,876.57
04/11/14	CARNES, JOHN	2,562.02
04/11/14	CROTTY, KERRY	3,757.60
04/11/14	DEMULLING, JOSEPH	3,500.03
04/11/14	DOBLAR, RICHARD	4,177.08
04/11/14	DUGAS, MICHAEL	4,130.01
04/11/14	ERICKSON, VIRGINIA	3,731.72
04/11/14	FORSYTHE, MARCUS	2,845.58
04/11/14	FRITZE, DEREK	3,540.53
04/11/14	GABRIEL, ANTHONY	3,683.83
04/11/14	HAWKINSON JR, TIMOTHY	3,500.03
04/11/14	HER, PHENG	3,120.35
04/11/14	HIEBERT, STEVEN	3,194.73
04/11/14	HOEMKE, MICHAEL	2,003.97
04/11/14	HOFMEISTER, TIMOTHY	496.00
04/11/14	JASKOWIAK, AMANDA	480.00
04/11/14	JOHNSON, KEVIN	4,992.53
04/11/14	KALKA, THOMAS	982.09
04/11/14	KONG, TOMMY	3,066.44
04/11/14	KREKELER, NICHOLAS	945.29
04/11/14	KROLL, BRETT	3,561.44
04/11/14	LANGNER, SCOTT	3,228.28
04/11/14	LANGNER, TODD	3,172.48
04/11/14	LU, JOHNNIE	3,066.44
04/11/14	LYNCH, KATHERINE	2,963.13
04/11/14	MARINO, JASON	3,151.27
04/11/14	MARTIN, JERROLD	3,385.61
04/11/14	MCCARTY, GLEN	3,571.06
04/11/14	METRY, ALESIA	4,099.28
04/11/14	MICHELETTI, BRIAN	2,434.50
04/11/14	MULVIHILL, MARIA	2,003.97
04/11/14	NYE, MICHAEL	3,516.17
04/11/14	OLDING, PARKER	2,178.09
04/11/14	OLSON, JULIE	3,080.77
04/11/14	PARKER, JAMES	2,841.05
04/11/14	REZNY, BRADLEY	3,936.38
04/11/14	RHUDE, MATTHEW	235.41
04/11/14	SCHOEN, ZACHARY	2,196.40
04/11/14	SLATER, BENJAMIN	2,168.81
04/11/14	STEINER, JOSEPH	3,697.50
04/11/14	SYPNIEWSKI, WILLIAM	3,198.94
04/11/14	TAUZELL, BRIAN	3,242.21
04/11/14	THEISEN, PAUL	3,172.48
04/11/14	THIENES, PAUL	3,878.80
04/11/14	WENZEL, JAY	3,207.82
04/11/14	XIONG, KAO	3,066.44
04/11/14	ANDERSON, BRIAN	151.32

04/11/14	BAHL, DAVID	731.83
04/11/14	BASSETT, BRENT	151.32
04/11/14	BAUMAN, ANDREW	2,888.35
04/11/14	BEITLER, NATHAN	453.99
04/11/14	BOURQUIN, RON	1,151.54
04/11/14	CAPISTRANT, JOHN	790.69
04/11/14	CONCHA, DANIEL	321.57
04/11/14	COREY, ROBERT	277.44
04/11/14	CRAWFORD - JR, RAYMOND	2,338.71
04/11/14	DABRUZZI, THOMAS	2,639.86
04/11/14	DAWSON, RICHARD	3,078.64
04/11/14	EVERSON, PAUL	3,254.25
04/11/14	FASULO, WALTER	860.59
04/11/14	HAGEN, MICHAEL	756.62
04/11/14	HALE, JOSEPH	555.30
04/11/14	HALWEG, JODI	2,843.32
04/11/14	HAWTHORNE, ROCHELLE	2,401.62
04/11/14	HUTCHINSON, JAMES	595.76
04/11/14	IMM, TRACY	706.19
04/11/14	JANSEN, CHAD	517.02
04/11/14	KANE, ROBERT	967.18
04/11/14	KARRAS, JAMIE	580.06
04/11/14	KELLOGG, JOHNATHAN	252.20
04/11/14	KERSKA, JOSEPH	1,617.24
04/11/14	KONDER, RONALD	292.22
04/11/14	KUBAT, ERIC	2,841.22
04/11/14	LINDER, TIMOTHY	2,920.86
04/11/14	LOCHEN, MICHAEL	201.72
04/11/14	MILLER, LADD	84.59
04/11/14	MILLER, NICHOLAS	453.98
04/11/14	MILLER, RACHEL	126.12
04/11/14	MONDOR, MICHAEL	3,570.80
04/11/14	MONSON, PETER	226.99
04/11/14	MORGAN, JEFFERY	355.18
04/11/14	NEILY, STEVEN	252.20
04/11/14	NIELSEN, KENNETH	551.63
04/11/14	NOVAK, JEROME	2,917.64
04/11/14	OLSON, JAMES	2,920.86
04/11/14	O'NEILL, KEVIN	504.43
04/11/14	OPHEIM, JOHN	205.94
04/11/14	PACHECO, ALPHONSE	655.72
04/11/14	PETERSON, MARK	305.25
04/11/14	PETERSON, ROBERT	3,280.21
04/11/14	POWERS, KENNETH	832.28
04/11/14	RAINEY, JAMES	870.09
04/11/14	RANK, PAUL	958.39
04/11/14	RICE, CHRISTOPHER	1,088.56
04/11/14	RODRIGUEZ, ROBERTO	163.93
04/11/14	SEDLACEK, JEFFREY	2,954.79
04/11/14	STREFF, MICHAEL	2,957.58
04/11/14	SVENDSEN, RONALD	3,176.17
04/11/14	TRACY, DANIEL	198.62

04/11/14	WHITE, JOEL	146.88
04/11/14	GERVAIS-JR, CLARENCE	4,157.26
04/11/14	LUKIN, STEVEN	4,815.66
04/11/14	ZWIEG, SUSAN	1,780.44
04/11/14	CORTESI, LUANNE	1,853.40
04/11/14	SINDT, ANDREA	2,578.20
04/11/14	BRINK, TROY	2,641.46
04/11/14	BUCKLEY, BRENT	2,639.55
04/11/14	DEBILZAN, THOMAS	2,284.39
04/11/14	EDGE, DOUGLAS	2,262.00
04/11/14	JONES, DONALD	2,284.39
04/11/14	MEISSNER, BRENT	2,197.47
04/11/14	NAGEL, BRYAN	3,702.80
04/11/14	OSWALD, ERICK	2,357.51
04/11/14	RUIZ, RICARDO	1,801.77
04/11/14	RUNNING, ROBERT	2,506.22
04/11/14	TEVLIN, TODD	2,284.39
04/11/14	BURLINGAME, NATHAN	2,299.20
04/11/14	DUCHARME, JOHN	2,859.20
04/11/14	ENGSTROM, ANDREW	2,799.39
04/11/14	JAROSCH, JONATHAN	3,211.58
04/11/14	LINDBLOM, RANDAL	2,861.51
04/11/14	LOVE, STEVEN	3,852.46
04/11/14	THOMPSON, MICHAEL	4,821.90
04/11/14	ZIEMAN, SCOTT	176.00
04/11/14	JANASZAK, MEGHAN	1,720.19
04/11/14	KONEWKO, DUWAYNE	4,803.18
04/11/14	HAMRE, MILES	1,762.47
04/11/14	HAYS, TAMARA	1,765.79
04/11/14	HINNENKAMP, GARY	2,509.09
04/11/14	NAUGHTON, JOHN	2,286.29
04/11/14	NORDQUIST, RICHARD	788.52
04/11/14	PURVES, JUSTIN	1,638.95
04/11/14	BIESANZ, OAKLEY	1,838.27
04/11/14	DEAVER, CHARLES	658.33
04/11/14	GERNES, CAROLE	552.50
04/11/14	HAYMAN, JANET	1,218.77
04/11/14	HUTCHINSON, ANN	2,762.98
04/11/14	SOUTTER, CHRISTINE	688.50
04/11/14	WACHAL, KAREN	973.69
04/11/14	GAYNOR, VIRGINIA	3,383.30
04/11/14	KROLL, LISA	1,992.19
04/11/14	YOUNG, TAMELA	2,144.99
04/11/14	EKSTRAND, THOMAS	3,984.62
04/11/14	FINWALL, SHANN	3,371.40
04/11/14	MARTIN, MICHAEL	2,939.39
04/11/14	BRASH, JASON	2,696.99
04/11/14	CARVER, NICHOLAS	3,628.62
04/11/14	SWAN, DAVID	2,884.99
04/11/14	WELLENS, MOLLY	1,854.46
04/11/14	BJORK, BRANDON	162.25
04/11/14	BRENEMAN, NEIL	2,483.78

04/11/14	FRANK, PETER	420.00
04/11/14	KONG, KATELYNE	34.00
04/11/14	LARSON, KATELYN	315.00
04/11/14	LARSON, TRISTA	56.00
04/11/14	ROBBINS, AUDRA	3,473.33
04/11/14	ROBBINS, CAMDEN	541.13
04/11/14	RUSS, KAYLA	105.00
04/11/14	SCHALLER, SAM	35.63
04/11/14	SCHALLER, SCOTT	71.25
04/11/14	SHERWOOD, CHRISTIAN	253.00
04/11/14	TAYLOR, JAMES	3,149.54
04/11/14	VUKICH, CANDACE	175.00
04/11/14	ADAMS, DAVID	2,040.00
04/11/14	HAAG, MARK	3,057.63
04/11/14	ORE, JORDAN	1,792.52
04/11/14	SCHULTZ, SCOTT	3,487.37
04/11/14	WILBER, JEFFREY	1,873.56
04/11/14	AKEY, SHELLEY	174.50
04/11/14	EVANS, CHRISTINE	1,525.57
04/11/14	GLASS, JEAN	2,216.16
04/11/14	HAUBLE, AMANDA	291.13
04/11/14	HOFMEISTER, MARY	1,172.16
04/11/14	KELLEY, CAITLIN	886.77
04/11/14	KULHANEK-DIONNE, ANN	599.50
04/11/14	MEYER, SASHA	1,732.23
04/11/14	PELOQUIN, PENNYE	661.13
04/11/14	ST SAUVER, CRAIG	247.00
04/11/14	STAHLMANN, ELLEN	85.00
04/11/14	VUE, LOR PAO	206.84
04/11/14	AICHELE, MEGAN	222.51
04/11/14	ANDERSON, AARON	17.44
04/11/14	ANDERSON, ALYSSA	20.81
04/11/14	ANDERSON, JOSHUA	644.18
04/11/14	BAUDE, JANE	36.50
04/11/14	BAUDE, SARAH	134.14
04/11/14	BERGLUND, ERIK	79.75
04/11/14	BESTER, MICHAEL	149.50
04/11/14	BUCKLEY, BRITTANY	515.00
04/11/14	BUTLER, ANGELA	108.00
04/11/14	CLARK, PAMELA	14.66
04/11/14	CRANDALL, ALYSSA	34.88
04/11/14	CRANDALL, KRISTA	437.79
04/11/14	DEMPSEY, BETH	290.37
04/11/14	DRECHSEL, HEIDI	13.74
04/11/14	DUNN, RYAN	949.00
04/11/14	ERICKSON-CLARK, CAROL	37.12
04/11/14	ERICSON, RACHEL	30.23
04/11/14	FARRELL, DANIEL	101.52
04/11/14	FONTAINE, KIM	833.12
04/11/14	GRUENHAGEN, LINDA	285.40
04/11/14	HAGSTROM, EMILY	145.30
04/11/14	HANSEN, HANNAH	358.01

04/11/14	HASSAN, KIANA	170.30
04/11/14	HEINRICH, SHEILA	384.64
04/11/14	HOLMBERG, LADONNA	167.07
04/11/14	HORWATH, RONALD	3,000.03
04/11/14	HUNTLEY, NATALIE	112.50
04/11/14	JOHNSON, BARBARA	609.20
04/11/14	KEMP, MAYA	13.65
04/11/14	KOHLER, ROCHELLE	32.38
04/11/14	KOZDROJ, GABRIELLA	50.00
04/11/14	LAMEYER, BRENT	65.26
04/11/14	LAMSON, ELIANA	27.00
04/11/14	MASON, AMY	72.64
04/11/14	MCCOMAS, LEAH	187.50
04/11/14	MEDD, KELLY	19.50
04/11/14	MUSKAT, JULIE	65.00
04/11/14	NITZ, CARA	467.00
04/11/14	OHS, CYNTHIA	184.00
04/11/14	RANEY, COURTNEY	568.00
04/11/14	RAU, COLE	36.25
04/11/14	RESENDIZ, LORI	2,474.70
04/11/14	RICHTER, DANIEL	113.40
04/11/14	ROLLERSON, TERRANCE	70.00
04/11/14	SCHERER, KATHLENE	50.00
04/11/14	SCHREIER, ROSEMARIE	341.00
04/11/14	SCHREINER, MARK	36.50
04/11/14	SMITH, ANN	195.22
04/11/14	SMITH, CASEY	270.82
04/11/14	SMITH, JEROME	300.00
04/11/14	SMITLEY, SHARON	362.62
04/11/14	SYME, LAUREN	42.08
04/11/14	TREPANIER, TODD	264.50
04/11/14	TRUONG, CHAU	160.00
04/11/14	TUPY, HEIDE	45.80
04/11/14	TUPY, MARCUS	95.00
04/11/14	WALES, ABIGAIL	270.26
04/11/14	WARNER, CAROLYN	99.00
04/11/14	WHITE, DANICA	44.10
04/11/14	YUNKER, JOSEPH	46.00
04/11/14	BOSLEY, CAROL	63.00
04/11/14	LANGER, KAYLYN	68.00
04/11/14	MOSLOSKI, JESSICA	70.13
04/11/14	RANGEL, SAMANTHA	116.00
04/11/14	WISTL, MOLLY	172.25
04/11/14	CRAWFORD, SHAWN	450.00
04/11/14	CUSICK, JESSICA	119.00
04/11/14	DOUGLASS, TOM	1,942.59
04/11/14	KRECH, ELAINE	247.50
04/11/14	LOONEY, RAYJEANIA	200.00
04/11/14	MAIDMENT, COLIN	246.50
04/11/14	MALONEY, SHAUNA	380.75
04/11/14	MCCLENNON, MATTHEW	64.00
04/11/14	NESVACIL, BRENNAN	164.00

	04/11/14	PRINS, KELLY	1,943.88
	04/11/14	REILLY, MICHAEL	2,020.19
	04/11/14	STEFFEN, MICHAEL	102.00
	04/11/14	THOMPSON, BENJAMIN	365.50
	04/11/14	SWANSON, CHRIS	1,593.79
	04/11/14	PRIEM, STEVEN	2,520.89
	04/11/14	WOEHRLE, MATTHEW	2,335.77
	04/11/14	XIONG, BOON	1,544.99
	04/11/14	BERGO, CHAD	2,824.09
	04/11/14	EWALD, BRETT	600.00
	04/11/14	FOWLDS, MYCHAL	4,189.58
	04/11/14	FRANZEN, NICHOLAS	2,873.65
	04/11/14	KREGER, JASON	2,373.80
9989955	04/11/14	WISTL, MARK	21.25
9989956	04/11/14	SMITH, CORTNEY	245.13
9989957	04/11/14	AMUNDSON, DANIKA	25.00
9989958	04/11/14	CORCORAN, JOSHUA	45.00
9989959	04/11/14	EKSTRAND, DANIEL	158.65
9989960	04/11/14	EKSTRAND, RYAN	31.00
9989961	04/11/14	KEEFE, ANDEE	79.52
9989962	04/11/14	MILLER, MELISSA	95.63
			518,838.70

MEMORANDUM

TO: Chuck Ahl, City Manager

FROM: Karen Guilfoile, Director Citizen Services

DATE: April 17, 2014

SUBJECT: Approval of a Temporary Lawful Gambling Permit and Waiver of Permit Fee for the St. Paul East Parks Lions Club, 2020 White Bear Avenue

Introduction

An application for a temporary Lawful Gambling permit has been submitted by Thomas O’Ryan on behalf of the St. Paul East Parks Lion Club, 1821 Myrtle St in Maplewood.

Background

This permit will be used for the club’s annual participation at the Ramsey County Fair from Wednesday, July 9 through Sunday, July 13, 2014 from 12:00pm to 11:00pm each day. Proceeds from the event will be used by 501(c) organizations within the Community.

In addition, Mr. O’Ryan has applied for a temporary On-Sale 3.2 Beer permit for the event, in which he has requested the \$55.00 fee per day, total of \$275.00, be waived.

Budget Impact

None

Recommendation

Staff recommends that Council approve the temporary Lawful Gambling permit for the St. Paul East Parks Lion Club for the Ramsey County Fair on July 9rd-13th at 2020 White Bear Avenue, Maplewood and fee waiver for the accompanying temporary On-Sale 3.2 Beer permit.

MEMORANDUM

TO: Chuck Ahl, City Manager
FROM: Karen Guilfoile, Director Citizen Services
DATE: April 21, 2014
SUBJECT: Approval of a Temporary Lawful Gambling Permit for Knights of Columbus #4145, 2999 Maplewood Drive

Introduction

An application for a temporary Lawful Gambling permit has been submitted by Gary Yochum for Knights of Columbus #4145, to be used at 2999 Maplewood Drive, Maplewood.

Background

This permit will be used for the club's "Dinner and Dough", held at the Gulden's Restaurant on Wednesday, May 28, 2014 from 6:00pm to 9:00pm. Proceeds from the event will go towards raising funds to support local youth activities.

Budget Impact

None

Recommendation

Staff recommends that Council approve the temporary Lawful Gambling permit for Knights of Columbus #4145, to be used at 2999 Maplewood Drive on May 28, 2014.

MEMORANDUM

TO: Charles Ahl, City Manager

FROM: DuWayne Konewko, Parks and Recreation Director

DATE: April 22, 2014

SUBJECT: Approval to Hire Consultant for Mechanical Design Work for the Replacement of the HVAC unit at the MCC that Services the Pool Area

Introduction

The Heating, Ventilation, and Air Conditioning (HVAC) unit at the MCC that services the aquatic area is in a state of disrepair. This HVAC unit is a complete environmental control system that was designed for the MCC aquatic area in 1994 when the building was constructed. The purpose of this unit is to dehumidify heat and cool the pool area. The HVAC unit has ceased to work as designed resulting in the closure of the pool area until repairs are made. The total cost to repair this unit from 2012 thru March of 2014 was \$39,300.

The Asset Management Plan that was recently completed on the MCC identified this HVAC unit as a critical item for replacement stating that the unit was "beyond its useful life". In order to replace this system, staff will need to hire a mechanical and electrical engineer to design a new HVAC system to replace the current system. The HVAC unit is very antiquated. In addition, a structural engineer may be required if it's decided that the only option for replacing the existing unit is to remove the "access wall" on the east side of the building which would allow the new piece of equipment to be moved in. When the building was originally constructed, an access wall was built to accommodate the replacement of this HVAC unit.

To that end, staff is recommending that we hire SEH as consultants in the form of a professional service contract to design the replacement HVAC unit for the MCC. The contract with SEH stipulates the following:

Design and Construction Documents:

- Mechanical design and selection of replacement HVAC unit for the MCC.
- Electrical design as required to accommodate new HVAC equipment.
- Structural design of wall, roof, and floor penetrations directly related to the HVAC upgrades and an analysis of the existing floor system to ensure structure is sufficient to support new equipment.
- Prepare final set of bidding documents, including drawing and specifications.
- Provide estimate of final costs.

Advertising/Bidding:

- Prepare advertisements for bids.

- Distribute electronic copies of biddings via SEH website.
- Attend bid opening and review and tabulate bids.
- Provide a letter of recommendation to City staff.
- Develop contract between Owner/Contractor and review contractor insurance and bonding compliance.

Construction Administration:

- Conduct preconstruction conference with City and Contractor.
- Administer contract for construction.
- Review Contractor submittals.
- Review and issue applications for payment.
- Conduct two site visits during construction to verify compliance with contract documents.
- Conduct one final site visit (verify punch list).

Budget Impact

The cost, not to exceed \$24,600 does not include reimbursable expenses, i.e., mileage, printing costs, and other project related expenses. The reimbursable expenses will be capped at \$500. The cost to replace the existing HVAC unit is approximately \$600k (figure included in the Asset Management Plan). However, we are anticipating an additional \$50 - \$150k in expenses associated with this project. The majority of this would be to tear down the existing access wall and rebuilding the wall when the HVAC unit is installed. The cost for this engineering design work and contract administration will be paid for out of the Community Center Operations Fund.

Staff has yet to identify a funding source for this improvement. Staff will be working directly with our Finance Director to assist us with this effort. Staff will be bringing this item back to council for approval at the time we propose to hire a contractor for this work. Staff will also be proposing a funding source for council review and consideration at this time as well.

Timeline

The estimated timeline to complete the project from start to finish is approximately 30 weeks. This includes the design work, bidding, council approval on contractor, additional shop drawings, lead time for fabrication of the HVAC unit, and on-site construction of the unit which is estimated at 4 weeks. The pool will be required to be shut down for most of the on-site construction phase. During this pool closure period, staff will work directly with John Glen Middle School to provide opportunities for members to swim.

Recommendation

Staff recommends that the City Council authorize the Mayor and the City Manager to enter into a contract for services with SEH to design an HVAC unit for the MCC. Furthermore, staff is recommending a not-to-exceed budget of \$25,100 for these services as indicated in this staff report. In addition, staff will be bringing this item back to council for approval of contractor (award of bid) and to provide council with a funding source for the replacement of this unit.

Attachments

None

MEMORANDUM

TO: R. Charles Ahl, City Manager

FROM: Michael Thompson, City Engineer/Director of Public Works
Steven Love, Assistant City Engineer

DATE: April 22, 2014

SUBJECT: Approval of Cooperative Agreement (PW 2014-07) with Ramsey County for Signal System Replacement

Introduction

The City Council should consider approving a cooperative agreement with Ramsey County for the traffic signal improvement costs associated with the Ramsey County 2014 Maintenance Project, City Project 14-08. The agreement outlines the financial obligations of the two entities for this project which is focused on signal improvements at the intersection of Larpenteur Avenue and Jackson Street and the intersection of White Bear Avenue and Cope Avenue.

Background

Ramsey County has initiated a maintenance project that includes pavement rehabilitation, pedestrian ramps, and traffic signal systems. The project entails work on several county roads throughout Ramsey County. As part of this project Ramsey County is proposing to perform maintenance work on County Road C, (CSAH 23), Larpenteur Avenue (CSAH 30), and White Bear Avenue (CSAH 65) within the City of Maplewood. These streets are all designated as Ramsey County State Aid Highway roads.

The total construction cost for this project is estimated at \$5.1 million. The City of Maplewood's share of the project is related to signal improvements/replacement at the intersection of Larpenteur Avenue and Jackson Street and the intersection of White Bear Avenue and Cope Avenue. Ramsey County's engineering estimate for the proposed signal improvements at these intersections is approximately \$453,000. The estimated final cost for Maplewood's share of the project, including 24% for engineering and construction management, is approximately \$263,000. The proposed work is to be completed during the 2014 construction agreement. The attached cooperative agreement states that Maplewood's share will be reimbursed to Ramsey County over a period of two (2) years starting with 50% being reimbursed on July 15, 2015 and the remaining 50% being reimbursed on July 15, 2016.

The final obligation amount will be based on final construction costs associated with the City of Maplewood's share for work on the signal improvements at the intersection of Larpenteur Avenue and Jackson Street and the intersection of White Bear Avenue and Cope Avenue.

Budget Impact

The city's final obligation per the agreement is estimated at \$263,000. It is anticipated that final obligation amount for the City of Maplewood will be paid through the Street Light Utility Fund.

These improvements are also eligible to be paid through future Municipal State Aid Funds. The funding source will be finalized prior to the first reimbursement in 2015. These improvements will be reflected in the city's 5-year Capital Improvement Plan.

Recommendation

It is recommended that the City Council approve the attached cooperative agreement with Ramsey County for the Ramsey County Concrete Rehabilitation, City Project 14-08, and the Mayor and City Manager are authorized to sign the agreement signifying council approval. Minor revisions as approved by the City Attorney are authorized as needed for the agreement.

Attachments

1. Cooperative Agreement (PW 2014-07)
2. Ramsey County Engineer Estimate

Agreement PW2014-07

RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH THE CITY OF MAPLEWOOD

Ramsey County Maintenance Project
S.A.P. 062-630-060, S.A.P. 062-630-017,
S.A.P. 062-665-051

Attachments:
Engineers Estimate-Exhibit A
Location Map

THIS AGREEMENT is between the City of Maplewood, Minnesota ("City") or ("City of Maplewood"), and Ramsey County, Minnesota ("County") or ("Ramsey County");

WITNESSETH:

WHEREAS, the City of Maplewood Ramsey County desire to perform a maintenance Project, pedestrian ramps and traffic signal systems at various locations in Ramsey County; and

WHEREAS, Larpenteur Avenue (CSAH 30) and White Bear Ave (CSAH 65) are designated as Ramsey County State Aid Highway roads; and

WHEREAS, this project has been designated as eligible for County State Aid Highway funds (CSAH), reimbursement as S.A.P. 062-630-060, S.A.P. 062-630-017, and S.A.P.062-665-051; and

WHEREAS, Larpenteur Avenue at the intersection of Jackson Street and White Bear Avenue and Cope Avenue is in the City of Maplewood in Ramsey County; and

WHEREAS, preliminary study reports indicate it is feasible, practical and technically proper to provide for the Maintenance Project which includes pedestrian ramps and updating of traffic signal systems; and the Plans have been presented to the City of Maplewood; and

WHEREAS, a preliminary estimate of project costs has been prepared and attached to this agreement as Exhibit A "Cost Participation Summary";

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. Ramsey County shall prepare the necessary plans, specifications, estimates and proposals in accordance with funding requirements to take bids for this project. Costs of project revisions after the completion of plans and specifications; will be paid for by the party requesting the revisions. Revisions must be consistent with State Aid requirements and are subject to Ramsey County approval.

2. All City of Maplewood owned rights of way and easements within the limits of the project for roads, utilities and storm water are hereby granted to Ramsey County for the project use during construction.
3. Ramsey County shall take bids, prepare an abstract of bids and cost participation summary and award a contract for the project. Prior to Ramsey County award of a contract, Ramsey County shall first receive concurrence from the City of Maplewood for award of the contract to the lowest responsible bidder.
4. Upon award of a construction contract Ramsey County shall perform or contract the performance of construction inspection.
5. Ramsey County and City of Maplewood shall participate, in principle, on the basis of construction costs and shares identified in accordance with Exhibit A, "Estimated Cost Participation Summary", attached and incorporated herein except as modified below. It is understood actual costs will be adjusted to reflect final construction elements as submitted to the City of Maplewood for approval at the time of final project completion.
6. The estimated construction cost of the two signals is \$453,000. The costs will be paid by a combination of CSAH and City of Maplewood funds.
7. Any utilities or facilities modified or added to those provisions presently made in the plans and specifications may be incorporated in the construction contract by supplemental agreement and shall be paid for as specified in the supplemental agreement. Design and construction engineering fees shall be negotiated at the time of supplemental agreement preparation.
8. The City of Maplewood shall pay to Ramsey County 50% of the cost of the traffic control signal systems with APS and EVP on White Bear Avenue at Cope Avenue; Ramsey County shall pay 50% of the cost of the traffic control signal systems with APS and EVP on White Bear Avenue at Cope Avenue. The traffic signals on White Bear Avenue at the intersection at Cope Avenue shall be maintained in accordance with a separate Agreement for Maintenance of Traffic Control Signals and EVP System PW2014-07.
9. The City of Maplewood shall pay to Ramsey County 25% of the cost of the traffic control signal systems with APS and EVP on Larpenteur Avenue at Jackson Street; Ramsey County shall pay 75% of the cost of the traffic control signal systems with APS and EVP on Larpenteur Avenue at Jackson Street. The traffic signals on Larpenteur Avenue at the intersection at Jackson Street shall be maintained in accordance with a separate Agreement for Maintenance of Traffic Control Signals and EVP System PW2014-07.
10. The County and City shall cost-share for the pay items: Mobilization; Traffic Control; and Erosion Control. Participation will be determined based on a ratio of construction costs which will be distributed to the City and County as shown in the Engineer's Estimate Exhibit A attached

11. The City of Maplewood shall reimburse Ramsey County for engineering costs incurred on its share of project design and administration, as set forth in Exhibit A, as a design engineering fee. Said fee shall be 12% of item costs for which the City of Maplewood is responsible for, as determined at the time of contract award.
12. The City of Maplewood shall reimburse Ramsey County for engineering costs incurred on its share of project construction, as set forth in Exhibit A, as a construction engineering fee. Said fee shall be 12% of item costs for which the City of Maplewood is responsible for, as determined upon completion of the project.
13. Quantity distributions identified above are shown in Exhibit A. Actual Cost shall be based on the contractor's unit prices and the quantities constructed.
14. All liquidated damages assessed to the contractor in connection with the work performed on the project shall result in a credit shared by the City of Maplewood and by Ramsey County in the same proportion as their responsibility for the cost of the element of the project for which the liquidated damages were assessed.
15. The City of Maplewood shall not specially assess or otherwise recover any portion of its cost for this project through levy or special assessments on Ramsey County-owned property.
16. Throughout project design and construction, Ramsey County shall prepare partial cost and payment estimates for preliminary engineering fees, construction costs, and construction engineering fees and, at appropriate intervals, notify the City of Maplewood of its share of the costs for the City of Maplewood's items of work.
17. The City of Maplewood shall pay to Ramsey County all costs for its share of the work upon notification by Ramsey County of the final amounts due to the contractor over a period of two (2) years starting in 2015. 50% of the City of Maplewood's total share shall be paid on July 15, 2015 and the remaining 50% of the City of Maplewood's total share shall be paid on July 15, 2016.
18. All payments by the City of Maplewood shall be to the Treasurer of Ramsey County, Minnesota.
19. The City of Maplewood and Ramsey County shall indemnify, defend and hold each other harmless against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's fees, which the indemnified party, its officials, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, its officials, agents or employees, in the execution, performance, or failure to adequately perform the indemnifying party's obligation pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by Ramsey County or the City of Maplewood of any statutory or common law immunities, limits, or exceptions on liability.
20. This Agreement shall remain in full force and effect until terminated by mutual agreement of the City of Maplewood and Ramsey County.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed.

WHEREFORE, this Agreement is duly executed on the last date written below.

CITY OF MAPLEWOOD,
MINNESOTA

By: _____

Its _____

By: _____

Its _____

Date: _____

RAMSEY COUNTY

Julie Kleinschmidt, County Manager

Date: _____

Approval recommended:

James E. Tolaas, Director
Public Works Department

Approved as to form and insurance:

Assistant County Attorney

BITUMINOUS MILL AND OVERLAY 2014

Item Number	Item	Unit	100% Quantity	Unit Price	Amount	CO. RD. B2 P-5003	Amount	C. RICE-LCR P-5005	Amount	C. LINE-LLR P-5006	Amount	DALE P-5008	Amount	EDGECUMBE P-5009	Amount	HWY 49 P-5011	Amount	JACKSON P-5012	Amount
2021.501	MOBILIZATION	LS	1.0	\$ 245,000.00	\$ 245,000.00	0.07	\$ 17,150.00	0.07	\$ 17,150.00	0.07	\$ 17,150.00	0.07	\$ 17,150.00	0.07	\$ 17,150.00	0.06	\$ 14,700.00	0.06	\$ 14,700.00
2104.501	REMOVE BITUMINOUS CURB	LF	5,120.00	\$ 1.28	\$ 6,553.60														
2104.501	REMOVE BITUMINOUS CURB	LF	4,274.00	\$ 3.94	\$ 16,839.56	1.76	\$ 693.44			96	\$ 378.24	208	\$ 819.52	4.16	\$ 1,639.04	160	\$ 650.40	384	\$ 1,990.00
2104.503	REMOVE BITUMINOUS WALK	SF	1,600.00	\$ 1.99	\$ 3,184.00					600	\$ 1,194.00					1,000	\$ 1,990.00		
2104.503	REMOVE CONCRETE WALK	SF	34,323.00	\$ 1.12	\$ 38,441.76	1,353	\$ 1,515.36			738	\$ 826.56	1,599	\$ 1,790.88	3,198	\$ 3,581.76	1,230	\$ 1,377.60	2,882	\$ 3,262.00
2104.505	REMOVE CONCRETE PAVEMENT	SY	1,561.00	\$ 6.37	\$ 9,943.57			1,861	\$ 9,943.57										
2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	3,400.00	\$ 4.66	\$ 15,844.00	140	\$ 652.40	1,205	\$ 5,615.30	70	\$ 326.20	150	\$ 699.00	35	\$ 163.10	90	\$ 419.40	200	\$ 938.00
2104.513	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	570.00	\$ 1.67	\$ 951.90					70	\$ 116.90	208	\$ 345.84	4.16	\$ 8,227.68	160	\$ 3,356.80	384	\$ 1,990.00
2104.603	REMOVE AND REFACE BITUMINOUS PAVEMENT	LF	4,239.00	\$ 20.98	\$ 88,934.22	1.76	\$ 3,692.48			96	\$ 2,014.08								
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HR	270.00	\$ 117.59	\$ 31,770.30	20	\$ 2,351.80	20	\$ 2,351.80										
2335.501	MILL BITUMINOUS SURFACE (2")	SY	230,652.00	\$ 1.10	\$ 253,717.20	12,424	\$ 13,666.40	16,170	\$ 17,787.00										
2335.501	MILL BITUMINOUS SURFACE (4")	SY	230,660.00	\$ 1.20	\$ 276,792.00														
2335.604	BITUMINOUS PAVEMENT RECLAIMATION	SY	230,660.00	\$ 1.57	\$ 362,139.20														
2337.502	BITUMINOUS MATERIAL FOR PAV. COAT	GALLON	14,885.00	\$ 3.46	\$ 51,498.10	622.00	\$ 2,152.12	1,814.00	\$ 6,276.44	890.00	\$ 2,790.14	787.00	\$ 2,653.82	642.00	\$ 2,221.32	1,469.00	\$ 5,082.74	1,265.00	\$ 4,481.50
2340.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3B)	TON	12,865.00	\$ 51.05	\$ 656,758.25			4,171	\$ 212,929.55	1,860	\$ 94,955.00								
2340.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3C)	TON	5,406.00	\$ 56.20	\$ 303,817.20	100	\$ 5,620.00												
2340.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3E)	TON	9,805.00	\$ 55.19	\$ 541,137.95	1,429	\$ 78,866.51												
2340.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3F)	TON	2,011.00	\$ 70.09	\$ 140,950.99														
2340.501	TYPE SP 12.5 WEARING COURSE MIXTURE (4F)	TON	6018.00	\$ 70.09	\$ 421,801.62														
2340.505	TYPE SP 12.5 BITUMINOUS MIXTURE FOR PATCHING	TON	1,300.00	\$ 104.76	\$ 136,188.00	100	\$ 10,476.00	100	\$ 10,476.00	100	\$ 10,476.00	100	\$ 10,476.00	100	\$ 10,476.00	100	\$ 10,476.00	100	\$ 10,476.00
2346.602	ADJUST GATE VALVE	EACH	117.00	\$ 62.60	\$ 7,320.42	3	\$ 187.80	3	\$ 563.40	7	\$ 438.20	15	\$ 959.00	22	\$ 1,385.20	7	\$ 438.20	7	\$ 438.20
2346.602	ADJUST FRAME & RING CASTING	EACH	329.00	\$ 391.66	\$ 128,856.14	16	\$ 6,266.56	32	\$ 12,533.12	5	\$ 1,958.30	27	\$ 10,574.82	22	\$ 8,616.52	4	\$ 1,566.64	49	\$ 20,473.82
2346.602	CONSTRUCT SURVEY CONTROL STRUCTURE	EACH	14.00	\$ 1,250.00	\$ 17,500.00			2	\$ 2,500.00										
2351.501	6" CONCRETE WALK SPECIAL (ADA)	SF	34,945.00	\$ 10.00	\$ 349,450.00	762	\$ 7,620.00			762	\$ 7,620.00	1,651	\$ 16,510.00	3,302	\$ 33,020.00	1,270	\$ 12,700.00	3,048	\$ 30,480.00
2351.501	CONCRETE CURB & GUTTER DESIGN B418 SPECIAL (ADA)	LF	180.00	\$ 32.00	\$ 5,760.00														
2351.501	CONCRETE CURB & GUTTER DESIGN B612 SPECIAL (ADA)	LF	72.00	\$ 32.00	\$ 2,304.00														
2351.501	CONCRETE CURB & GUTTER DESIGN B618 SPECIAL (ADA)	LF	468.00	\$ 32.00	\$ 14,976.00					108	\$ 3,456.00								
2351.501	CONCRETE CURB & GUTTER DESIGN B624 SPECIAL (ADA)	LF	790.00	\$ 32.00	\$ 25,280.00	200.00	\$ 6,400.00												
2351.502	CONCRETE CURB & GUTTER DESIGN B624 SPECIAL (ADA)	LF	1,692.00	\$ 72.05	\$ 121,908.60														
2351.502	CONCRETE CURB & GUTTER DESIGN B6 SPECIAL (ADA)	LF	1,638.00	\$ 32.00	\$ 52,416.00														
2351.602	CONCRETE MEDIUM NOSE - SPECIAL	EACH	2.00	\$ 500.00	\$ 1,000.00	2	\$ 1,000.00												
2351.603	CONCRETE CURB DESIGN V	LF	1,019.00	\$ 32.00	\$ 32,608.00	44	\$ 1,408.00			24	\$ 768.00	52	\$ 1,664.00	104	\$ 3,328.00	40	\$ 1,280.00	96	\$ 3,072.00
2351.618	TRUNCATED DOMES	SF	3,164.00	\$ 40.48	\$ 128,078.72	132	\$ 5,343.36			72	\$ 2,914.56	156	\$ 6,314.88	312	\$ 12,629.76	120	\$ 4,857.60	288	\$ 11,644.80
2358.501	BITUMINOUS CURB	LF	5,120.00	\$ 5.21	\$ 26,675.20														
2358.501	TRAFFIC CONTROL	LS	1.00	\$ 100,000.00	\$ 100,000.00	0.07	\$ 7,000.00	0.07	\$ 7,000.00	0.07	\$ 7,000.00	0.07	\$ 7,000.00	0.07	\$ 7,000.00	0.06	\$ 6,000.00	0.06	\$ 6,000.00
2358.501	TEMPORARY PEDESTRIAN ACCESS CONTROL	LS	1.00	\$ 15,000.00	\$ 15,000.00	0.07	\$ 1,050.00	0.07	\$ 1,050.00	0.07	\$ 1,050.00	0.07	\$ 1,050.00	0.07	\$ 1,050.00	0.06	\$ 900.00	0.06	\$ 900.00
2364.531	SIGN PANELS TYPE C	SF	32.5	\$ 100.00	\$ 3,250.00	10	\$ 1,000.00												
2364.552	HAZARD MARKER X4-2	EACH	2.00	\$ 100.00	\$ 200.00	2	\$ 200.00												
2365.511	TRAFFIC CONTROL SIGNAL SYSTEM A	SIGS	1.00	\$ 185,500.00	\$ 185,500.00														
2365.511	TRAFFIC CONTROL SIGNAL SYSTEM B	SIGS	1.00	\$ 220,200.00	\$ 220,200.00														
2365.511	TRAFFIC CONTROL SIGNAL SYSTEM C	SIGS	1.00	\$ 7,300.00	\$ 7,300.00														
2365.601	EMERGENCY VEHICLE PREEMPTION SYSTEM A	LS	1.00	\$ 15,600.00	\$ 15,600.00														
2365.601	EMERGENCY VEHICLE PREEMPTION SYSTEM B	LS	1.00	\$ 15,600.00	\$ 15,600.00														
2365.601	TRAFFIC CONTROL INTERCONNECT A	LS	1.00	\$ 24,500.00	\$ 24,500.00														
2365.601	TRAFFIC CONTROL INTERCONNECT B	LS	1.00	\$ 10,000.00	\$ 10,000.00														
2365.602	PEDESTRIAN SIGNAL INDICATION (COUNTDOWN)	EACH	32.00	\$ 795.57	\$ 25,458.24	8	\$ 6,364.56												
2365.602	APS PEDESTRIAN PUSH BUTTON STATION	EACH	46.00	\$ 1,500.00	\$ 69,000.00	8	\$ 12,000.00												
2365.602	RIGID PVC LOOP DETECTOR	EACH	97.00	\$ 859.12	\$ 83,334.64	9	\$ 7,732.08												
2365.616	APS SYSTEM	SIGS	6.00	\$ 15,000.00	\$ 90,000.00	2	\$ 30,000.00												
2375.530	STORM DRAIN INLET PROTECTION	EACH	294.00	\$ 151.74	\$ 44,611.56	25	\$ 3,793.50	25	\$ 3,793.50										
2375.602	SITE RESTORATION (ADA)	EACH	251.00	\$ 437.44	\$ 109,797.44	11	\$ 4,811.84	6	\$ 2,624.64										
2382.501	PAVT/MSG (RT ARROW) EPOXY	EACH	65.00	\$ 125.79	\$ 8,176.35	2	\$ 251.58												
2382.501	PAVT/MSG (RT THRU ARROW) EPOXY	EACH	14.00	\$ 121.08	\$ 1,695.12														
2382.501	PAVT/MSG (RT THRU ARROW) EPOXY	EACH	2.00	\$ 190.00	\$ 380.00														
2382.501	PAVT/MSG (RR XING) EPOXY	EACH	12.00	\$ 730.59	\$ 8,767.08														
2382.501	PAVT/MSG (THRU ARROW) EPOXY	EACH	87.00	\$ 130.00	\$ 11,310.00														
2382.501	PAVT/MSG (BIKE SYMBOL) EPOXY	EACH	87.00	\$ 105.00	\$ 9,135.00														
2382.502	4" SOLID LINE WHITE-EPOXY	LF	61,546.00	\$ 0.23	\$ 14,155.58	120	\$ 27.60												
2382.502	12" SOLID LINE WHITE-EPOXY	LF	5,556.00	\$ 4.00	\$ 22,224.00														
2382.502	24" SOLID LINE WHITE-EPOXY	LF	2,890.00	\$ 9.70	\$ 28,033.00	1022	\$ 337.26			1,394	\$ 460.02	1,207	\$ 398.31	20	\$ 194.00	547	\$ 1,805.10	244	\$ 2,440.00
2382.502	4" BROKEN LINE WHITE-EPOXY	LF	8,890.00	\$ 0.33	\$ 2,963.97														
2382.502	4" SOLID LINE YELLOW-EPOXY	LF	7,774.00	\$ 0.26	\$ 2,021.24	827	\$ 215.02												
2382.502	24" SOLID LINE YELLOW-EPOXY	LF	1,437.00	\$ 5.67	\$ 8,147.79														
2382.502	4" BROKEN LINE YELLOW-EPOXY	LF	2,901.00	\$ 0.24	\$ 696.24														
2382.502	4" DOUBLE SOLID LINE YELLOW-EPOXY	LF	25,079.00	\$ 0.48	\$ 12,037.92	1635	\$ 784.80			2627	\$ 1,260.96	1,058	\$ 507.84						
2382.503	CROSSWALK MARKING-EPOXY	SF	2,775.00	\$ 5.															

MEMORANDUM

TO: Charles Ahl, City Manager
FROM: Mychal Fowlds, IT Director
DATE: April 22, 2014
SUBJECT: Approval to Purchase Additional Office Furniture for Police Department Expansion Project

Introduction

The City Council has approved Police Department Expansion phases 1, 1A, 2 and 3. The majority of the construction in each of those phases was put out for bid and awarded to the low bidder. Certain items were not part of the bid package. As these items arise staff will present them to the City Council for approval.

Background

Phase 3 consists of the actual improvements to the existing Police Department. In doing so staff has needs for the item shown below. This item is considered to be outside the scope of the construction bid but is certainly part of the Police Department Expansion Project. While we may still have small, random furniture purchases to finalize the space, this item represents the final major furniture purchase for the Police Department Expansion Project.

Commercial Furniture Systems (CFS) – Office furniture purchases and installation for Phase 3 utilizing US Communities pricing not to exceed \$48,000.

Budget Impact

The item listed above has been planned for and will be funded from the Police Department Expansion Project fund.

Recommendation

It is recommended that approval be given to proceed with the Police Department Expansion Project item listed above.

Attachments

1. CFS furniture design
2. CFS invoices



A Herman Miller Dealer

Mychal Fowlds
City of Maplewood
1830 County Road B East
Maplewood MN 55109
P: 651.249.2923 F:
mychal.fowlds@ci.maplewood.mn.us

CFS Representative

Jim Good
P: 952.915.6364
jim.good@cfsmn.com
F: 952.922.4025
4/14/2014

City of Maplewood - Police # 329 (Confirming Order # 62507)

OFFICE 329 for TWO PEOPLE					
Qty	Mfg	Item #	Description	Unit	Extended
2	HMI	A2310.2454L	*Work Surf,Sq-Edge Rect Lam 24D 54W HT *inner tone MT *medium tone	\$123.69	\$247.38
1	HMI	A2350.3072L	*Penin,Sq-Edge Round-End Lam 30D 72W HT *inner tone MT *medium tone	\$237.15	\$237.15
4	HMI	A3352.1348	*Flip Dr Unit,B-Style Fab,W/Lock 13D 48W 15-1/2H KA *keyed alike MT *medium tone 5D *kira 2-Pr Cat 3 15 *kira 2 ash	\$181.04	\$724.16
2	HMI	A3410.1648	*Tackboard,B-Style 16H 48W 5D *kira 2-Pr Cat 3 15 *kira 2 ash	\$79.36	\$158.72
4	HMI	AO213.72	*Wall Strip 72H MT *medium tone	\$20.46	\$81.84
2	HMI	G6120.48NS	*Task Light,E.E.,No Dim,AO/Etho/Canvas,Canada 48W MT *medium tone	\$106.02	\$212.04
2	HMI	Y2091.L	*Crn Wedge,Sq-Edge Lam HT *inner tone	\$47.38	\$94.76
2	HMI	Y5010.	*Drw,Pencil 21W 16D MT *medium tone	\$20.24	\$40.48
2	HMI	Y7727.1A	*LT Series Keyboard Solutions,Fully Adj,HDPE Tray w/adj Mouse Tray 19In Trk	\$181.24	\$362.48
1	HMI	Y91171.T2	+Flo Sngle-Screen Monitor Arm Support,Thro-Surf Mnt, up to 2 3/4 thick OI +silver	\$157.78	\$157.78
1	HMI	Y92001.07	+Wishbone Post 7 7/8H OI +silver	\$33.58	\$33.58
1	HMI	Y92050.	@Cast Grommet OI @silver	\$47.38	\$47.38

2	HMI	LW150.20BBF	*Ped W-Pull,Support 20D for 24D Wk Surf,B/B/F	\$202.30	\$404.60
			SR *3/4-extension roller slides on box drawer, full-extension ball bearing on file drawer		
			SS *smooth paint on smooth steel		
			MT *medium tone		
			2A *for Action Office Series 1 and 2 squared-edge work surface		
			KA *keyed alike		
			3M *drawer divider in one box drawer, pencil tray in one box drawer, 2 file converters in file drawer		
2	SIT	5623YB1.A93	Focus Task, Mesh Back, Enhanced Synchro Cntrl, A93	\$418.34	\$836.68
			Multi-Adjustable Arms		
			MC1 Black		
			FABRIC Fabric Grade Selections		
			26-GRD4 Fabric Grade 4		
			MILESTONE Milestone Standard Color Selection		
			058 Milestone Bison		
			~ No Selection		
			Z2 Silver		
			~ No Heavy Duty Upgrade		
			~ Std Black Base		
			C15 55mm Caster, Std		
			E3 Seat Depth Adjustment Upgrade		
			~ No Selection		
			LB1 Adjustable Lumbar Support		
			~ Std Packaging		
3	HMI	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$0.00	\$0.00
			329 *key number 329		
3	HMI	1B2JK7-	*Lock Plug and Key,Chrome UM Series	\$0.00	\$0.00
			229 *key number 229		
				SubTotal :	\$3,639.03
ESTIMATED LABOR / DELIVERY					
Qty	Mfg	Item #	Description	Unit	Extended
1	CFS	LABREG	Estimated Labor for Delivery/Installation; Straight Time	\$920.00	\$920.00
1	CFS	VEH	Estimated Vehicle Charges	\$140.00	\$140.00
1	CFS	HDWE	Consumable Supplies	\$75.00	\$75.00
				SubTotal :	\$1,135.00
SALES TAX NOT INCLUDED - TO BE DETERMINED					
Qty	Mfg	Item #	Description	Unit	Extended
1		SALESTX	Sales Tax Not Included - To Be Determined	\$0.00	\$0.00
				SubTotal :	\$0.00
				Grand Total :	\$4,774.03

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

1 of 12

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
1		CFS	CFS	2310	POST LEG FOR CORNER 2" dia.	1	\$ 25.00	\$ 25.00
2		CFS	CFS	SHIM	Shim for wall start	3	\$ 10.00	\$ 30.00
3		HMI	HAO	A1120.4742J MT MT 5D 15 5D 15	+Panel,Fabric Npwr W/Rcp Com Pt Lc 47H 42W +medium tone +medium tone +kira 2-Pr Cat 3 +kira 2 ash +kira 2-Pr Cat 3 +kira 2 ash	1	\$ 212.04	\$ 212.04
4		HMI	HAO	A1120.4748J MT MT 5D 15 5D 15	+Panel,Fabric Npwr W/Rcp Com Pt Lc 47H 48W +medium tone +medium tone +kira 2-Pr Cat 3 +kira 2 ash +kira 2-Pr Cat 3 +kira 2 ash	5	\$ 218.55	\$ 1,092.75
5		HMI	HAO	A1120.6724J MT MT 5D 15 5D 15	+Panel,Fabric Npwr W/Rcp Com Pt Lc 67H 24W +medium tone +medium tone +kira 2-Pr Cat 3 +kira 2 ash +kira 2-Pr Cat 3 +kira 2 ash	4	\$ 188.17	\$ 752.68
6		HMI	HAO	A1120.6748J MT MT 5D 15 5D 15	+Panel,Fabric Npwr W/Rcp Com Pt Lc 67H 48W +medium tone +medium tone +kira 2-Pr Cat 3 +kira 2 ash +kira 2-Pr Cat 3 +kira 2 ash	4	\$ 264.12	\$ 1,056.48
7		HMI	HAO	A1230.67H MT MT	+Conn,3-Way 90 Deg Hard 67H +medium tone +medium tone	3	\$ 79.36	\$ 238.08
8		HMI	HAO	A1271.67H MT MT	+Fin End 67H +medium tone +medium tone	8	\$ 20.15	\$ 161.20
9		HMI	HAO	A2310.2448L HT MT	+Work Surf,Sq-Edge Rect Lam 24D 48W +inner tone +medium tone	4	\$ 105.71	\$ 422.84

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

2 of 12

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
10		HMI	HAO	A2310.2466L	+Work Surf,Sq-Edge Rect Lam 24D 66W	4	\$ 143.84	\$ 575.36
				HT	+inner tone			
				MT	+medium tone			
11		HMI	HAO	A2332.2448L	+Work Surf,Sq-Edge Cor Lam 24D 48W	4	\$ 172.36	\$ 689.44
				HT	+inner tone			
				MT	+medium tone			
12		HMI	HAO	A2394.24	+H-Leg for 24D Wk Surf	1	\$ 89.90	\$ 89.90
				MT	+medium tone			
13		HMI	HAO	A3352.1348	+Flip Dr Unit,B-Style Fab,W/Lock 13D 48W 15-1/2H	4	\$ 181.04	\$ 724.16
				KD	+keyed differently			
				MT	+medium tone			
				5D	+kira 2-Pr Cat 3			
				15	+kira 2 ash			
14		HMI	HAO	A3410.1648	+Tackboard,B-Style 16H 48W	4	\$ 79.36	\$ 317.44
				5D	+kira 2-Pr Cat 3			
				15	+kira 2 ash			
15		HMI	HAO	AO210.42	+Wall Start 42H	3	\$ 19.84	\$ 59.52
				MT	+medium tone			
16		HMI	HAO	AO210.62	+Wall Start 62H	2	\$ 21.39	\$ 42.78
				MT	+medium tone			
17		HMI	HAO	AO213.60	+Wall Strip 60H	8	\$ 18.91	\$ 151.28
				MT	+medium tone			
18		HMI	HAO	AO215.42	+Draw Rod 42H	6	\$ 7.44	\$ 44.64
19		HMI	HAO	AO215.62	+Draw Rod 62H	2	\$ 7.75	\$ 15.50
20		HMI	HAO	AO259.	+Fin End,Chg-Of-Ht,Panel/Conn	3	\$ 8.99	\$ 26.97
				MT	+medium tone			
21		LUX	SOL	UC-25-36-BK	36.5" T8 Lamp - Black Finish	4	\$ 80.47	\$ 321.88
				~	No Daisy Chain Selection			
				~	No Chicago Cord			
22		HMI	HAO	Y5010.	+Drw,Pencil 21W 16D	4	\$ 20.24	\$ 80.96
				MT	+medium tone			

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
23		HMI	HBE	Y7727.1A	+LT Series Keyboard Solutions, Fully Adj, HDPE Tray w/adj Mouse Tray 19In Trk	4	\$ 181.24	\$ 724.96
24		HMI	HBE	Y91171.CM 0I	+Flo Sngle-Screen Monitor Arm Support, Surf Clamp +silver	4	\$ 157.78	\$ 631.12
25		HMI	HTW	LW150.20BBF SR SS MT 2A KA 3M	*Ped W-Pull, Support 20D for 24D Wk Surf, B/B/F *3/4-extension roller slides on box drawer, f... *smooth paint on smooth steel *medium tone *for Action Office Series 1 and 2 squared-e... *keyed alike *drawer divider in one box drawer, pencil tra...	4	\$ 202.30	\$ 809.20
26		HMI	HTW	LW150.20FF SB SS MT 2A KA 1M	*Ped W-Pull, Support 20D for 24D Wk Surf, F/F *full-extension ball-bearing *smooth paint on smooth steel *medium tone *for Action Office Series 1 and 2 squared-e... *keyed alike *2 file converters in each file drawer	4	\$ 188.30	\$ 753.20
27		SIT	SIT	5623YB1.A93 MC1 FABRIC 26-GRD4 MILESTONE 058 ~ Z2 ~ ~ C15 E3 ~ LB1 ~	Focus Task, Mesh Back, Enhanced Synchro Cntrl, A93 Multi-Adjustable Arms Black Mesh Fabric Grade Selections Fabric Grade 4 Milestone Standard Color Selection Milestone Bison No Selection Silver Back Support No Heavy Duty Upgrade Std Black Base 55mm Caster, Std Seat Depth Adjustment Upgrade No Selection Adjustable Lumbar Support Std Packaging	4	\$ 412.69	\$ 1,650.76
sub					303 Subtotal			\$ 11,700.14
28		HMI	HAO	A3352.1348 KD MT 5D 15	+Flip Dr Unit, B-Style Fab, W/Lock 13D 48W 15-1/2H +keyed differently +medium tone +kira 2-Pr Cat 3 +kira 2 ash	2	\$ 181.04	\$ 362.08
29		HMI	HAO	A3410.1648 5D 15	+Tackboard, B-Style 16H 48W +kira 2-Pr Cat 3 +kira 2 ash	1	\$ 79.36	\$ 79.36

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
30		HMI	HAO	AO213.60	+Wall Strip 60H	1	\$ 18.91	\$ 18.91
				MT	+medium tone			
31		HMI	HAO	AO213.72	+Wall Strip 72H	1	\$ 20.46	\$ 20.46
				MT	+medium tone			
32		LUX	SOL	UC-25-36-BK	36.5" T8 Lamp - Black Finish	1	\$ 80.47	\$ 80.47
				~	No Daisy Chain Selection			
				~	No Chicago Cord			
33		HMI	HBE	Y91171.CM	+Flo Sngle-Screen Monitor Arm Support,Surf Clamp	1	\$ 157.78	\$ 157.78
				0I	+silver			
34		HMI	HFT	FV696.62	+Stiffener, 62 1/8W	1	\$ 21.70	\$ 21.70
35		SIT	SIT	5224	Freelance, Side Chair with Casters, Arms	1	\$ 249.80	\$ 249.80
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				~	No Seat Foam Upgrade			
				~	No Ballastic Nylon Option			
				FB	Black Frame			
				AC3	Black Arms			
				~	No Ganging Bracket Upgrade			
				C13	Std Carpet Casters			
36		SIT	SIT	5623YB1.A93	Focus Task, Mesh Back, Enhanced Synchro Cntrl, A93 Multi-Adjustable Arms	1	\$ 412.69	\$ 412.69
				MC1	Black Mesh			
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				Z2	Silver Back Support			
				~	No Heavy Duty Upgrade			
				~	Std Black Base			
				C15	55mm Caster, Std			
				E3	Seat Depth Adjustment Upgrade			
				~	No Selection			
				LB1	Adjustable Lumbar Support			
				~	Std Packaging			
sub					305 Subtotal			\$ 1,403.25
37		CFS	CFS	755848	Flat Bracket	2	\$ 10.00	\$ 20.00

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
38		HMI	HAO	A2310.2448L	+Work Surf,Sq-Edge Rect Lam 24D 48W	2	\$ 105.71	\$ 211.42
				HT	+inner tone			
				MT	+medium tone			
39		HMI	HAO	A2310.2454L	+Work Surf,Sq-Edge Rect Lam 24D 54W	1	\$ 123.69	\$ 123.69
				HT	+inner tone			
				MT	+medium tone			
40		HMI	HAO	A2350.3072L	+Penin,Sq-Edge Round-End Lam 30D 72W	1	\$ 237.15	\$ 237.15
				HT	+inner tone			
				MT	+medium tone			
41		HMI	HAO	A2394.24	+H-Leg for 24D Wk Surf	1	\$ 89.90	\$ 89.90
				MT	+medium tone			
42		HMI	HAO	A3352.1348	+Flip Dr Unit,B-Style Fab,W/Lock 13D 48W 15-1/2H	4	\$ 181.04	\$ 724.16
				KD	+keyed differently			
				MT	+medium tone			
				5D	+kira 2-Pr Cat 3			
				15	+kira 2 ash			
43		HMI	HAO	A3410.1648	+Tackboard,B-Style 16H 48W	2	\$ 79.36	\$ 158.72
				5D	+kira 2-Pr Cat 3			
				15	+kira 2 ash			
44		HMI	HAO	AO213.72	+Wall Strip 72H	3	\$ 20.46	\$ 61.38
				MT	+medium tone			
45		LUX	SOL	UC-25-36-BK	36.5" T8 Lamp - Black Finish	2	\$ 80.47	\$ 160.94
				~	No Daisy Chain Selection			
				~	No Chicago Cord			
46		HMI	HAO	Y2091.L	+Crn Wedge,Sq-Edge Lam	1	\$ 47.38	\$ 47.38
				HT	+inner tone			
47		HMI	HAO	Y5010.	+Drw,Pencil 21W 16D	1	\$ 20.24	\$ 20.24
				MT	+medium tone			
48		HMI	HBE	Y7727.1A	+LT Series Keyboard Solutions,Fully Adj,HDPE Tray w/adj Mouse Tray 19In Trk	1	\$ 181.24	\$ 181.24
49		HMI	HBE	Y91171.CM	+Flo Sngle-Screen Monitor Arm Support,Surf Clamp	1	\$ 157.78	\$ 157.78
				OI	+silver			

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
50		HMI	HTW	LW150.20BBF	*Ped W-Pull, Support 20D for 24D Wk Surf, B/B/F	1	\$ 202.30	\$ 202.30
				SR	*3/4-extension roller slides on box drawer, f...			
				SS	*smooth paint on smooth steel			
				MT	*medium tone			
				2A	*for Action Office Series 1 and 2 squared-e...			
				KD	*keyed differently, black			
				3M	*drawer divider in one box drawer, pencil tra...			
51		SIT	SIT	5224	Freelance, Side Chair with Casters, Arms	1	\$ 249.80	\$ 249.80
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				~	No Seat Foam Upgrade			
				~	No Ballastic Nylon Option			
				FB	Black Frame			
				AC3	Black Arms			
				~	No Ganging Bracket Upgrade			
				C13	Std Carpet Casters			
52		SIT	SIT	5623YB1.A93	Focus Task, Mesh Back, Enhanced Synchro Cntrl, A93 Multi-Adjustable Arms	1	\$ 412.69	\$ 412.69
				MC1	Black Mesh			
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				Z2	Silver Back Support			
				~	No Heavy Duty Upgrade			
				~	Std Black Base			
				C15	55mm Caster, Std			
				E3	Seat Depth Adjustment Upgrade			
				~	No Selection			
				LB1	Adjustable Lumbar Support			
				~	Std Packaging			
sub					306 Subtotal			\$ 3,058.79
53		HMI	HGN	DT1DS.3672LG	+Oval Table, Squared Edge, Lam, 3-Column Base, Spanner 36D 72W	1	\$ 654.39	\$ 654.39
				...	Skipped Option			
				MT	+medium tone			
				57	+glides			

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
54		SIT	SIT	5623YB1	Focus Task, Mesh Back, Enhanced Synchro Cntrl, Armless	6	\$ 360.36	\$ 2,162.16
				MC1	Black Mesh			
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				Z2	Silver Back Support			
				~	No Heavy Duty Upgrade			
				~	Std Black Base			
				C15	55mm Caster, Std			
				E3	Seat Depth Adjustment Upgrade			
				~	No Selection			
				LB1	Adjustable Lumbar Support			
				~	Std Packaging			
✓								
sub					307 Subtotal			\$ 2,816.55
55		CFS	CFS	755848	Flat Bracket	4	\$ 10.00	\$ 40.00
56		HMI	HAO	A2310.2448L	+Work Surf,Sq-Edge Rect Lam 24D 48W	1	\$ 105.71	\$ 105.71
				HT	+inner tone			
				MT	+medium tone			
57		HMI	HAO	A2310.2472L	+Work Surf,Sq-Edge Rect Lam 24D 72W	1	\$ 158.72	\$ 158.72
				HT	+inner tone			
				MT	+medium tone			
58		HMI	HAO	A2350.3072L	+Penin,Sq-Edge Round-End Lam 30D 72W	1	\$ 237.15	\$ 237.15
				HT	+inner tone			
				MT	+medium tone			
59		HMI	HAO	A2394.24	+H-Leg for 24D Wk Surf	1	\$ 89.90	\$ 89.90
				MT	+medium tone			
60		HMI	HAO	A3352.1336	+Flip Dr Unit,B-Style Fab,W/Lock 13D 36W 15-1/2H	4	\$ 161.20	\$ 644.80
				KD	+keyed differently			
				MT	+medium tone			
				5D	+kira 2-Pr Cat 3			
				15	+kira 2 ash			
61		HMI	HAO	A3410.1636	+Tackboard,B-Style 16H 36W	2	\$ 73.16	\$ 146.32
				5D	+kira 2-Pr Cat 3			
				15	+kira 2 ash			
62		HMI	HAO	AO213.72	+Wall Strip 72H	3	\$ 20.46	\$ 61.38
				MT	+medium tone			

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
63		LUX	SOL	UC-25-36-BK	36.5" T8 Lamp - Black Finish	2	\$ 80.47	\$ 160.94
				~	No Daisy Chain Selection			
				~	No Chicago Cord			
64		HMI	HAO	Y2091.L	+Crn Wedge,Sq-Edge Lam	1	\$ 47.38	\$ 47.38
				HT	+inner tone			
65		HMI	HAO	Y5010.	+Drw,Pencil 21W 16D	1	\$ 20.24	\$ 20.24
				MT	+medium tone			
66		HMI	HBE	Y7727.1A	+LT Series Keyboard Solutions, Fully Adj, HDPE Tray w/adj Mouse Tray 19In Trk	1	\$ 181.24	\$ 181.24
67		HMI	HBE	Y91171.CM	+Flo Sngle-Screen Monitor Arm Support, Surf Clamp	1	\$ 157.78	\$ 157.78
				0I	+silver			
68		HMI	HGN	DT1DS.3672LG	+Oval Table, Squared Edge, Lam, 3-Column Base, Spanner 36D 72W	1	\$ 654.39	\$ 654.39
				...	Skipped Option			
				MT	+medium tone			
				57	+glides			
69		HMI	HTV	LW400.3664	+Storage Case, W-Pull 36W 64H	1	\$ 488.60	\$ 488.60
				SS	+smooth paint on smooth steel			
				MT	+medium tone			
				CR	+coat rod			
				KD	+keyed differently, black			
70		HMI	HTW	LW150.20BBF	*Ped W-Pull, Support 20D for 24D Wk Surf, B/B/F	1	\$ 202.30	\$ 202.30
				SR	*3/4-extension roller slides on box drawer, f...			
				SS	*smooth paint on smooth steel			
				MT	*medium tone			
				2A	*for Action Office Series 1 and 2 squared-e...			
				KD	*keyed differently, black			
				3M	*drawer divider in one box drawer, pencil tra...			
71		SIT	SIT	5623YB1	Focus Task, Mesh Back, Enhanced Synchro Cntrl, Armless	5	\$ 360.36	\$ 1,801.80
				MC1	Black Mesh			
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				Z2	Silver Back Support			
				~	No Heavy Duty Upgrade			
				~	Std Black Base			
				C15	55mm Caster, Std			
				E3	Seat Depth Adjustment Upgrade			
				~	No Selection			
				LB1	Adjustable Lumbar Support			
				~	Std Packaging			

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item sub	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
					308 Subtotal			\$ 5,198.65
72		CFS	CFS	755848	Flat Bracket	2	\$ 10.00	\$ 20.00
73		HMI	HAO	A2310.2448L	+Work Surf,Sq-Edge Rect Lam 24D 48W	1	\$ 105.71	\$ 105.71
				HT	+inner tone			
				MT	+medium tone			
74		HMI	HAO	A2350.3072L	+Penin,Sq-Edge Round-End Lam 30D 72W	1	\$ 237.15	\$ 237.15
				HT	+inner tone			
				MT	+medium tone			
75		HMI	HAO	A2394.24	+H-Leg for 24D Wk Surf	1	\$ 89.90	\$ 89.90
				MT	+medium tone			
76		HMI	HAO	Y2091.L	+Crn Wedge,Sq-Edge Lam	1	\$ 47.38	\$ 47.38
				HT	+inner tone			
77		HMI	HBE	Y91171.CM	+Flo Sngle-Screen Monitor Arm Support,Surf Clamp	1	\$ 157.78	\$ 157.78
				0I	+silver			
78		HMI	HTW	LW150.20BBF	*Ped W-Pull,Support 20D for 24D Wk Surf,B/B/F	1	\$ 202.30	\$ 202.30
				SR	*3/4-extension roller slides on box drawer, f...			
				SS	*smooth paint on smooth steel			
				MT	*medium tone			
				2A	*for Action Office Series 1 and 2 squared-e...			
				KD	*keyed differently, black			
				3M	*drawer divider in one box drawer, pencil tra...			
79		SIT	SIT	5224	Freelance, Side Chair with Casters, Arms	1	\$ 249.80	\$ 249.80
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				~	No Seat Foam Upgrade			
				~	No Ballastic Nylon Option			
				FB	Black Frame			
				AC3	Black Arms			
				~	No Ganging Bracket Upgrade			
				C13	Std Carpet Casters			

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

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Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
80		SIT	SIT	5623YB1.A93	Focus Task, Mesh Back, Enhanced Synchro Cntrl, A93 Multi-Adjustable Arms	1	\$ 412.69	\$ 412.69
				MC1	Black Mesh			
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				Z2	Silver Back Support			
				~	No Heavy Duty Upgrade			
				~	Std Black Base			
				C15	55mm Caster, Std			
				E3	Seat Depth Adjustment Upgrade			
				~	No Selection			
				LB1	Adjustable Lumbar Support			
				~	Std Packaging			
sub					310 Subtotal			\$ 1,522.71
81		CFS	CFS	755848	Flat Bracket	2	\$ 10.00	\$ 20.00
82		HMI	HAO	A2310.2448L	+Work Surf,Sq-Edge Rect Lam 24D 48W	1	\$ 105.71	\$ 105.71
				HT	+inner tone			
				MT	+medium tone			
83		HMI	HAO	A2350.3072L	+Penin,Sq-Edge Round-End Lam 30D 72W	1	\$ 237.15	\$ 237.15
				HT	+inner tone			
				MT	+medium tone			
84		HMI	HAO	A2394.24	+H-Leg for 24D Wk Surf	1	\$ 89.90	\$ 89.90
				MT	+medium tone			
85		HMI	HAO	Y2091.L	+Crn Wedge,Sq-Edge Lam	1	\$ 47.38	\$ 47.38
				HT	+inner tone			
86		HMI	HBE	Y91171.CM	+Flo Sngle-Screen Monitor Arm Support,Surf Clamp	1	\$ 157.78	\$ 157.78
				0I	+silver			
87		HMI	HTW	LW150.20BBF	*Ped W-Pull,Support 20D for 24D Wk Surf,B/B/F	1	\$ 202.30	\$ 202.30
				SR	*3/4-extension roller slides on box drawer, f...			
				SS	*smooth paint on smooth steel			
				MT	*medium tone			
				2A	*for Action Office Series 1 and 2 squared-e...			
				KD	*keyed differently, black			
				3M	*drawer divider in one box drawer, pencil tra...			

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

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Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
88		SIT	SIT	5224	Freelance, Side Chair with Casters, Arms	1	\$ 249.80	\$ 249.80
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				~	No Seat Foam Upgrade			
				~	No Ballastic Nylon Option			
				FB	Black Frame			
				AC3	Black Arms			
				~	No Ganging Bracket Upgrade			
				C13	Std Carpet Casters			
89		SIT	SIT	5623YB1.A93	Focus Task, Mesh Back, Enhanced Synchro Cntrl, A93 Multi-Adjustable Arms	1	\$ 412.69	\$ 412.69
				MC1	Black Mesh			
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				Z2	Silver Back Support			
				~	No Heavy Duty Upgrade			
				~	Std Black Base			
				C15	55mm Caster, Std			
				E3	Seat Depth Adjustment Upgrade			
				~	No Selection			
				LB1	Adjustable Lumbar Support			
				~	Std Packaging			
sub					311 Subtotal			\$ 1,522.71
90		CFS	CFS	2220	H LEG FOR 30-36" SURFACE	2	\$ 75.00	\$ 150.00
91		GLB	GUS	DGP1830	DIVIDE-Glazed Panels-Built-in accessory rail w/matching filler panel - 11/16D x 26W x 18H	5	\$ 118.35	\$ 591.75
				~01	GRADE --			
				...	Skipped Option			
				...	Skipped Option			
92		GLB	GUS	DPOST18	DIVIDE-Divider Posts-For supporting panels - 1-11/16D x 1-11/16W x 18H	10	\$ 51.30	\$ 513.00
				...	Skipped Option			
93		HMI	HAO	A2310.3072L	+Work Surf,Sq-Edge Rect Lam 30D 72W	5	\$ 197.78	\$ 988.90
				HT	+inner tone			
				MT	+medium tone			
94		HMI	HBE	Y7727.1A	+LT Series Keyboard Solutions, Fully Adj, HDPE Tray w/adj Mouse Tray 19In Trk	5	\$ 181.24	\$ 906.20
95		HMI	HBE	Y91171.CM	+Flo Sngle-Screen Monitor Arm Support, Surf Clamp	5	\$ 157.78	\$ 788.90
				0I	+silver			
96		HMI	HFT	FV696.48	+Stiffener, 48W	5	\$ 21.70	\$ 108.50

MAPLEWOOD POLICE - PHASE 3B - NEW PRODUCT NEEDED

Item	Preview	Mfg	Cat	Part Number	Part Description	Qty	Sell	Ext Sell
97		HMI	HTW	LW150.28BBF	*Ped W-Pull,Support 28D for 30D Wk Surf,B/B/F	5	\$ 222.25	\$ 1,111.25
				SR	*3/4-extension roller slides on box drawer, f...			
				SS	*smooth paint on smooth steel			
				MT	*medium tone			
				2A	*for Action Office Series 1 and 2 squared-e...			
				KD	*keyed differently, black			
				3M	*drawer divider in one box drawer, pencil tra...			
98		SIT	SIT	5623YB1.A93	Focus Task, Mesh Back, Enhanced Synchro Cntrl, A93 Multi-Adjustable Arms	5	\$ 412.69	\$ 2,063.45
				MC1	Black Mesh			
				FABRIC	Fabric Grade Selections			
				26-GRD4	Fabric Grade 4			
				MILESTONE	Milestone Standard Color Selection			
				058	Milestone Bison			
				~	No Selection			
				Z2	Silver Back Support			
				~	No Heavy Duty Upgrade			
				~	Std Black Base			
				C15	55mm Caster, Std			
				E3	Seat Depth Adjustment Upgrade			
				~	No Selection			
				LB1	Adjustable Lumbar Support			
				~	Std Packaging			
sub					337 Subtotal			\$ 7,221.95
99		CFS	CFS	LABREG-N	Estimated Labor installed in 2 phases	1	\$ 7,150.00	\$ 7,150.00
100		CFS	CFS	VEH	Estimated Vehicle Charges	1	\$ 275.00	\$ 275.00
101		LUX	SOL	FREIGHT	FREIGHT ON TASKLIGHTS	1	\$ 60.00	\$ 60.00
102		CFS	CFS	HDWE	Consumable Supplies/Anchors	1	\$ 200.00	\$ 200.00
					Consumable Supplies/Anchors			
103		CFS	CFS	LABDES	Estimated Design Labor/CAD Services	1	\$ 200.00	\$ 200.00
104		CFS	CFS	LABREG	Estimated Project Management/Coordination	1	\$ 250.00	\$ 250.00
105					Disposal for packaging material	1	\$ 200.00	\$ 200.00
sub					Subtotal			\$ 8,335.00
106		CFS	CFS	SALESTX	Sales Tax Not Included - To Be Determined	1	\$ 0.00	\$ 0.00
107						1	\$ 0.00	\$ 0.00
Grand Total								\$ 42,779.75



JIM GOOD
 SALES REPRESENTATIVE
 952.915.6364
 763.257.9552 (c)
 CFSMN.COM

..Jim Good

4/22/2014 03:07 PM

MEMORANDUM

TO: Chuck Ahl, City Manager

FROM: Molly Wellens, RS, Health Officer
Shann Finwall, AICP, Environmental Planner

DATE: April 23, 2014

SUBJECT: Approval of Amendments to the City's Health Codes – First Reading

Introduction

As part of the City of Maplewood's delegation agreement with the Minnesota Department of Health (MDH), the City is required to have ordinances which regulate minimum design, installation, construction, operation and maintenance requirements for all food and lodging establishments and public pools. The City's ordinances regulating those standards are found at Chapter 14 (Business and Licensing) and Chapter 12 (Buildings and Building Regulations).

The MDH conducted their annual review of the City's delegation agreement last fall. During the review, MDH notified the City that we must update our ordinances to better reference State health rules. Updates to the ordinances are required by October 2014.

Background

The City published the required public hearing notice for the first reading of the ordinance updates and submitted the amendments to MDH for review. Earlier this week, MDH notified the City that additional incorporations must be made to the City's ordinances to comply with the requirements. Since the item was published as a public hearing, the item needs to be included on the April 28 City Council agenda and then tabled to a future date. Staff will continue to work with MDH to ensure the appropriate language is updated in our health codes.

Budget Impact

None

Recommendation

Table the first reading of the amendments to the City's health codes (Chapters 14 and 12). This item will come back before the City Council in June or July, after final review and approval of the amendments by the Minnesota Department of Health.

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MEMORANDUM

TO: City Council

FROM: Charles Ahl, City Manager

DATE: April 22, 2014

SUBJECT: Approval of Strategic Vision and Receiving Retreat Report

Introduction/Background

On March 5, 2014, the City Council invited the Management Staff to help develop goals and a strategic vision for the City for the remainder of 2014 and for the years of 2015-2017. The Retreat was facilitated by Barbara Strandell of What Works, Inc.

Facilitator Strandell introduced the agenda and noted the themes from the four previous years' retreats as follows:

- 2010: ***Restore Maplewood Reputation***
- 2011: ***Address Major Financial Issue and Implement Financial Sustainability***
- 2012: ***Implement Public Safety Facilities***
- 2013: ***Unite Council - Management Staff on Goals via "Tell our Story" as a Priority***

The theme for the Retreat for 2014 was identified as:

- 2014: ***Vision, Redevelopment, Resource Stewardship***

Attached is the report from Ms. Strandell summarizing the day's presentations and discussion. The report establishes a strategic direction for the City staff to explore over the next 2-3 years. Our goals for 2015 – 2017 are as follows {an explanation of the goals is within the report}:

1. Economic Development
2. Public Safety
3. Financial Sustainability
4. Parks and Recreation
5. Energy Conservation and Environment

The report summary will be presented as part of this presentation. Facilitator Strandell will be available to answer questions.

Budget Impact

None.

Recommendation

It is recommended that the Council adopt the attached resolution establishing the 2015-2017 Strategic Goals.

Attachments

1. Resolution
2. Annual Planning Retreat Report from What Works, Inc.

RESOLUTION

WHEREAS, on March 5, 2014, the City Council met in open session to plan and discuss the status of Maplewood issues and to determine a strategic vision for future years, and,

WHEREAS, the Maplewood City Council heard presentations from the Maplewood Management Team, and

WHEREAS, a summary report of the meeting has been prepared and presented by Facilitator Barbara Strandell of What Works, Inc.

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

Hereby adopts said report from Barbara Strandell of What Works, Inc. as a summary of the 2014 City Council – Staff Annual Planning Retreat, and, further resolves that,

Said Strategic Visions and Goals are hereby adopted for the City of Maplewood and shall be incorporated into overall planning directives and budget considerations:

1. Economic Development
 - a. Set priorities and establish marketing and development plans for businesses in targeted areas: Maplewood Mall area, Hwy 36-English, vacancies at strip malls. Includes redevelopment efforts in Gladstone; begin visioning redevelopment options for areas of Century Avenue (Hwy 94 to Stillwater Road); Century Ave / Stillwater Road intersection, Larpenteur-Van Dyke-No. St. Paul Rd-White Bear Avenue.
2. Public Safety
 - a. Areas of focus shall be unique services, Integrative Youth Development, Prevention, Education, Technology, Focused Service, Partnerships, Diverse Communities, and Innovation.
 - b. Community Paramedics shall be explored along with completion of the Fire Department Program and Plan including selling and redevelopment of abandoned stations; building of the 3M station and development of the facility for Fire Training.
3. Financial Sustainability
 - a. Continue / adapt financial and operational sustainability efforts including reduction of debt balance, maintain goal of bond rating at AA1 and set up reserve funds to maintain assets.
 - b. Continue / adapt financial and operational sustainability efforts including current budget methods, continue facility upgrades and environmental considerations.

4. Parks and Recreation
 - a. Do the necessary preparation work for a Parks Referendum.
 - b. Put a financial plan in place for the Maplewood Community Center.

5. Energy Conservation and Environment
 - a. Energy efficiency of entire city including all levels of government, businesses, residences and non-profits.
 - b. Renewal energy sources for all of Maplewood. Begin to retrofit all City buildings in Maplewood.
 - c. Expand recycling services to all of Maplewood.



2014 City Council - Staff Annual Planning Retreat

March 5, 2014



2010

Restore
Maplewood
Reputation

2011

Address
Major Financial
Issues and
Implement
Financial
Sustainability

2012

Implement
Public Safety
Facilities

2013

Unite Council
and Management
Staff on Goals
Through "Tell
Our Story" as a
Priority

2014

Vision,
Redevelopment,
Resource
Stewardship

REPORT

Prepared by:

Barbara K. Strandell

What Works Inc.
651.298.9898
bkstrandell@mac.com

CITY OF MAPLEWOOD
COUNCIL- STAFF RETREAT/PLANNING SESSION
March 5, 2014

Retreat participants were Mayor Nora Slawik; Councilmembers Kathy Juenemann, Bob Cardinal, Marylee Abrams and Marv Koppen; City Manager Chuck Ahl and Assistant City Manager Melinda Coleman; Department Heads Karen Guilfoile, Steve Lukin, Dewey Konewko, Mychal Fowlds, Paul Schnell, Michael Thompson, Gayle Bauman; facilitator, Barbara Strandell.

The retreat was held on City property at Fire Station #2 on March 5, 2014. Several people also attended the meeting as observers. The meeting began at 8:30 AM and ended at 4:30 PM.

OBJECTIVES OF RETREAT:

- ⇒ Recognize accomplishments of staff and council – 2013
- ⇒ Affirm past direction (see poster below) of City Council; set new goal areas for 2014 - 2017
- ⇒ Achieve discussion and direction on important topics and priorities identified by staff and council for 2014

TOPICAL AGENDA

The facilitator introduced the agenda and welcomed staff and council to the retreat. Special welcome was made to the newly elected Mayor, Nora Slawik and Council Member Marylee Abrams, and re-elected Council Member, Kathy Juenemann.

- A. View and Discuss "Trip to Abilene" Video
- B. Best Accomplishments of 2013
- C. Staff Presentations: Departmental Presentations on Accomplishments/ Challenges/ Future Vision and Priorities:
 - Police – Paul Schnell
 - Finance – Gayle Bauman
 - Environment and Economic Development – Melinda Coleman
 - Public Works – Michael Thompson
 - Fire – Steve Lukin
 - Parks and Recreation – Dewey Konewko
 - Citizen Services – Karen Guilfoile
 - IT – Mychal Fowlds
 - Administration [HR, Safety, Wellness, Green] – Chuck Ahl
- D. Wrap up Department Visions – Chuck Ahl
 - Discussion on Attorney Contracts
 - 2012-14 Goal Progress
- E. Goals 2014-2017 and Priorities Going Forward – City Council
- F. Strategic Topics: Issues, Options/ Direction, and Parameters
- G. Identify Obstacles to consider in reaching Goals and priorities

Mayor and City Council Input
Biggest improvements: Past 2-3 years.

In a pre-retreat survey, the Mayor and each Council member were asked their views on the improvements in Maplewood in the last 2-3 years. Here are their responses:

- + Council (and staff) Functioning:
 - Recently calm atmosphere between staff and City Council members
 - Much more civility in the meetings
 - Improved reputation of the Council: professional and taking care of the business of the City
- + Making public safety improvements a reality:
 - East Metro Public Safety Training Center
 - New Fire Station #1 off of McKnight Road
 - Expansion of PD facilities & technology upgrades
- + Sustainability Improvements:
 - Financial, operational & environmental
- + Communications: Increased efforts/improvements
 - Newsletter (Maplewood Living) and community image.
- + More stability in the staff
- + Won many awards
- + New (a glimmer of) building projects & redevelopment
 - Businesses
 - Fish Creek
- + Community Center: Cutting the losses in ½

Staff: BEST ACHIEVEMENT FOR MAPLEWOOD: 2013

Department Heads were asked to identify what they considered the top accomplishment in the City in 2013.

- + Chuck Ahl - Management team; speaks with one voice
- + Dewey Konewko - Development of Parks Master Plan
- + Gayle Bauman – Big projects - 36/English; department heads working together
- + Melinda Coleman - Dedication of employees; leadership culture
- + Karen Guilfoile – Cohesiveness of department heads
- + Steve Love (PW) - 36/English project; collaboration with departments
- + Mychal Fowlds - PD expansion
- + Paul Schnell - Quality of people in Maplewood
- + Steve Lukin - Feeling that things are good here

TRIP TO ABILENE

The 20-minute film, *The Trip To Abilene*, was shown to the group at the beginning of the meeting. Robust discussion followed as to its meaning and how the lessons can be applied in both the Council setting and staff settings.

Lessons and Comments Discussed:

- Minnesota Nice: many times we are just too “nice” to disagree with the perceived agreement of the group, so we “go along to get along”.
- The Corporate model says, “accept it (a decision) blindly”
- We can take risks
- Sacred cows – Things we perceive cannot be touched or questioned (such as, in other cities, Public Safety). Are there sacred cows in Maplewood?
- Lack of courage - upfront and admit mistakes



- Small decisions - set direction
- DARE program – An example of NOT going to Abilene: Chief Schnell talked about a popular program that had lost its usefulness and positive impact. It had served its purpose and there was no good reason to continue it. The Chief recommended it be cancelled.
- Question evoked: What kind of culture are we creating for our staff? – One that keeps doing things because we have always done them or one that questions the validity of going along to get along.

STAFF PRESENTATIONS

DEPARTMENT HEADS ON ACCOMPLISHMENTS/ CHALLENGES/ FUTURE VISION AND PRIORITIES

Each department head presented his/hers overview of current situation with their department and a review of plans, goals and challenges for the future.

POLICE DEPARTMENT, Chief Paul Schnell

Excellence in Policing: The Maplewood Way 2014 – 2017

The Chief presented a current overview of the Police Department and a directional plan on where he sees the department going in the next three years.

Key Points of Discussion: Future of Police Department and Public Safety in Maplewood

- A. Strategic deployment of resources
- B. Innovation
- C. Using and training on Analytics: turning data in to information and information into strategy
- D. Partnerships with Communities and Businesses
- E. Outreach to diverse Communities and Neighborhoods
- F. Training and Succession Planning
- G. Smart and strategic use of Technology
- H. Prevention – Target Initiative: Integrative Youth Development

Overview of Department:

52 Sworn officers, including command staff:

- Patrol – 33; Investigations – 8; Shift Supervisors – 6; Command - 5
- 3 FT Records Unit staff
- 2 FT Support staff (Property Room/Admin Assistant)
- 1.8 FTE Community Service Officers

Overall budget: \$8.2 million

Crime in Maplewood: Presented in the context of Maplewood being a first ring suburb

- ⇒ The crime index in Maplewood is 143% higher than the Minnesota average.
- ⇒ Based on UCR (Uniform Crime Report) data, Maplewood is not among the safest communities in Minnesota
- ⇒ Maplewood's crime rate is higher than 95% of the state's cities and towns of all sizes.
- ⇒ Property crime in Maplewood occurs at a rate of 58.42 per 1,000 residents, above the state (23.45/1,000) & national (28.49/1,000) medians.
- ⇒ MPD receives 3000 calls per year just at the Maplewood Mall
- ⇒ Maplewood is safer than just 25% of the cities in America.

- ⇒ The chance of being a victim of property crime in Maplewood is 1 in 18.
- ⇒ The chance of being a victim of violent crime in Maplewood is 1 in 650.
- ⇒ Maplewood's violent crime rate is 36% higher than the MN average and 26% lower than the national average.
- ⇒ The property crime rate in Maplewood 149% higher than the MN average.

Key Questions MPD is looking at - Specific and measurable answers:

1. What does good policing look like?
 - ⇒ Comment by Chief Schnell: *We struggle with this – measurement and the use of data*
2. How would you know you're doing it?

Other Challenge Questions:

- Is it possible that we are getting the results we get based on the strategies we employ?
- Is a reduction in reporting the reason we've seen certain reported crimes go down?
- Have we utilized the full potential of the really smart and creative officers we employ?
- Have we utilized the full potential of our community partnerships?
- Can technology make us more effective and efficient?

THE FUTURE:

A. Excellence: Maplewood PD as a Policing Innovation Center

- a. Commitment to rigorous measurement and evaluation
- b. Possible creation of academic partnership(s)
- c. Possible collaboration with 3M-business development – Innovation and R&D focused.
- d. Increased reliance upon technology to drive efficiency & generate useful and useable data
- e. Increased development of department personnel targeted at knowledge gaps

B. Objective Measures – MPD will use:

- a. Reported crime by indices type
- b. Case clearance rates
- c. Queue and response times*
- d. Prosecutions/Declinations
- e. Prosecution outcomes
- f. Number of reports taken
- g. Number and type of calls for service
- h. Number of officer generated activity
- i. Patrol miles traveled by officer, shift, department
- j. Number of arrests/citations
- k. Occupied time versus available time
- l. Report rejections/consistent use of investigative/reporting standards
- m. Call assists (providing back-up)
- n. Complaints against officers
- o. Lawsuits/settlements

*Need to determine best practice – problem solving or rapid response

What will be needed?

- A. Partners – academic and corporate
- B. Training in analytics – turning data in to information and information into strategy
- C. Organizational and operational support for this type of focus
- D. Community involvement in the development of goals

- E. Budgetary: Technology investments and exploration of organizational outcome incentive compensation

- **Focus on investment in and development of existing staff with special emphasis on:**
 - a) Technology – Deployment of systems to improve use of resources, and effectiveness.
 - b) Analytics – Data analysis focused on hot spots, and resource deployment.
 - c) Leadership – Leadership development training focused on succession planning.
 - d) Training – Police officers trained as “street criminologists” considering both what happened AND why it happened. Line staff as strategists.

- **Economic sustainability** (*Do we have an impact on our business in this community?*)
 - a) Instill internal recognition that police efforts and outcomes are an important economic development consideration
 - b) Police actively work to increase and measure perceptions of community safety
 - c) Control expansion of staffing until data from effectiveness measures dictates need

- **Exploration of expanded use of shared services**

- **Prevention: What works?**
 - a) Integrative Youth Development (*data driven and not expensive*)
 - Everyone knows the “Rule of 5”
 - We measure the impact of connection
 - b) Partnerships with:
 - Area schools
 - Non-governmental organizations
 - Maplewood Parks and Recreation
 - Community Development
 - c) Increased outreach to and engagement with diverse communities. (*Can become the tip of the spear.*)
 - Increased collaboration with other City departments.
 - Increased collaboration and partnership with area business and civic organizations
 - d) Strengthened connection with neighborhoods

- **Technology**
 - a) Deployment of new Computer Aided Dispatch and Mobile systems – 2015.
 - b) Deployment of new records management system (RMS) with crime and community problem analytics capabilities – 2015
 - c) Implementations of fleet telematics system to improve safety, reduce costs, and assist in measurement of resourcing to need.
 - d) Online reporting of certain crimes.
 - e) Increase street deployment of officers through broadened use of mobile technology.

Key Points of Discussion - PD:

1. Strategic deployment of resource
2. Innovation
3. Analytics /metrics
4. Partnerships with Communities and Businesses
5. Outreach to diverse Communities and Neighborhoods
6. Training and Succession Planning
7. Smart and strategic use of Technology
8. Prevention – Target Initiative: Integrative Youth Development
9. Training in analytics – turning data in to information and information into strategy

Council Comments about Police Department:

Various council members engaged the Chief and the City Manager in discussion about the key points presented. Some of the topics and comments made by are noted:

- + Kathy Juenemann: About the Mall - anything we can do to bump up Mall security?
- + Nora Slawik: Great presentation; I'm impressed; good plan; how do you role this out? Innovation.
- + Marylee Abrams: Technology, what kind Increased work/more arrests won't do it; It is like Moneyball; new analytics, quality of life issues, mapping, etc.
- + Bob Cardinal: World's CEOs survey: technology is right on; world class like 3M

FINANCE DEPARTMENT, Director Gayle Bauman

Ms. Bauman presented an overview of the department, review of workload, and a summary of the challenges and opportunities for the future.

Mission Statement of Finance Department:

To provide quality financial services and to maintain the City's financial health and stability.

About the Department

- 5 full time and 2 part time staff
- Total budget included in the General Fund
- 2014 Budget = \$781,510
- Not a revenue producing department

Major Responsibilities

- Comprehensive Annual Financial Report
- Budget Document
- Capital Improvement Plan (the five year plan is coming up)
- Bond Issues/Bond Rating
- Cash and Investments
- Accounts Payable and Payroll
- Service/resource for all other departments

Outputs/Workload – Finance Department

	2011 Actual	2012 Actual	2013 Actual	2014 Proposed
# of pgs. in Budget	362	362	362	360
# of pgs. in CAFR	208	208	210	210
# of pgs. in CIP	143	138	144	140
Budget Award	YES	YES	YES	YES
CAFR Award	YES	YES	YES	YES
# of invoices prepared	459	581	473	460
# of invoices paid (A/P)	11,178	10,660	10,838	10,700
# of payroll checks	9,852	9,742	9,548	9,800

Looking at things differently – We are experiencing big changes for a small department.

- Staffing – two full time employees nearing retirement (over 30% of the dept.)
- What does department look like in the future?
- What opportunities does the City have for additional revenue sources outside of taxes?

⇒ **Our plan:**

- Work with Management Team to help identify potential shifts in the way we do business to free up needed resources.
- Identify programs we currently provide and determine if they are needed or if there are other ways to do the same thing.
- Look at getting the 'biggest bang for our buck'.

Challenges of The Finance Department:

A. Debt Management

- a. One of the challenges listed in our bond rating report was our 'above average debt burden'. (We have put a lot into streets – increased our debt by \$20 million; need to set at the level)
- b. The City must work to reduce (slowly) its outstanding debt balance.

B. To Set Aside Reserve Funds

- a. Our current bond rating is Aa1 (2nd highest rating). Talked about what it would take to achieve an AAA rating and how that is not a high priority at this time.

C. Fund deficits: MCC/Ambulance Service Funds

- a. The City has been able to reduce the cash deficit in the MCC Fund by \$400,000
- b. The City has been able to reduce the cash deficit Ambulance Service Fund by \$730,000 since 2012.

D. Project overruns:

- a. Paying off projects we have already committed to (such as MNDOT – 36/English project bills to pay and over-runs)
- b. The City needs to put in place a plan to pay off our old debts.

E. Reserve accounts: Ability to maintain assets in the future

- a. We need a policy to set up reserve funds e.g. MCC
- b. This is a high priority for the City going forward.

Discussion and Comments from the Council members:

Various council members engaged the Finance Director and the City Manager in discussion about the key points presented. Some of the topics and comments made by are noted:

- ✚ Nora Slawik: Will Rossbach told me it was interesting to sit in on bond rating meeting; AAA - achieve then lower interest rates; checks and balances, internal control policies affect the bond ratings.
- ✚ Marylee Abrams: Why haven't we had an asset fund for buildings?
 - Mychal Fowlds: We are now doing CIP planning that includes all the costs; it is more sophisticated than before; Trip to Abilene?
- ✚ Marylee Abrams: It would be helpful to have those numbers so we can see how they work, the overall plan.
- ✚ Marv Koppen: If we have to raise taxes, we need to explain why.
- ✚ Kathy Juenemann: Explained levies to new council members, and how they are different that those in school districts.

ENVIRONMENT AND ECONOMIC DEVELOPMENT, Director Melinda Coleman

Environmental and Economic Development Department is a new name for the department, replacing that of Community Development. Melinda presented the EEDD 2015 - 2017 Vision And Goals

Mission Statement EEDD:

“Our Department Mission is to create a city that is known as the best place to live, work, learn and do business in the East Metropolitan area. We are customer focused and poised to guide future growth as well as protect and conserve natural resources and public and private investments”

Central Value and Goals

Central Value: The needs of our residents come first.

⇒ The department receives over 100 customer calls per day

2015-2017 Strategic Goals

- ✚ Customers First
- ✚ Great Services
- ✚ Manage Resources (*becoming great stewards*)
- ✚ Develop Employees

A. Goal: Customers First

- a. Technology Initiatives: Focus on technology to streamline processes
 - i. EEDD would like our residents to be more interactive with us, to use computers to do business
- b. Property Maintenance: Use code enforcement programs to ensure protection of neighborhoods
- c. Inspection Services: Protect investments and promote high quality projects
- d. Environmental Services: Provide affordable and high quality trash and recycling services

B. Goal: Great Services

- a. Redevelopment Initiatives:
 - **Gladstone Neighborhood: EEDD's #1 priority: Gladstone Plan**
 - 700 Residential Units
 - 30,000 Square Feet of Commercial Space
 - Marketing of Fire Station Parcels
 - EDA Development Tools and Programs (e.g. *The Shores – City Provided TIF*)
 - Redevelopment Corridors: Looking for properties and partnerships with adjacent communities.
- b. Transportation Initiatives:
 - Gateway and Rush Line Corridors
 - Plan to explore bus lines and transit-oriented development; these will help spur development.
- c. Green Initiatives
 - Continue to coordinate and promote sustainable initiatives
 - There is a lot we are doing (Nick Carver) on green building codes
- d. Public Health Initiatives:
 - Safe, clean and healthy restaurants, pools and lodging facilities
 - a. We have local control over this function; Molly does 200 inspections per year and we have 3000 building permit inspections.
- e. Construction Services:
 - Management and oversight of construction activities



2014 City Council/Staff Planning Retreat Notes

- o Including the new 3M research building – monitor for appropriate service levels
- f. Educational Leadership: Participate in code/program development and promote existing sustainable programs
- g. Development Services: Guide all development and projects through public processes
 - o We conduct 45 development reviews; these go to the City Council
 - ⇒ 300-400 permits issued
 - ⇒ Code enforcement complaints = 600 in 2013

C. Manage Resources Goal – becoming great stewards

- a. Manage Grants
 - o CDBG, LCDA/Met Council and other grants
- b. Economic Development Funds
 - o EDA Levy, Business Subsidy Loans, Sales and Marketing of City parcels (including old fire station #1)
- c. Financial Strategies
 - o Create solutions by utilizing internal and external resources

D. Develop Employees Goal

- a. Promote Education and Development: Creating industry leaders
- b. Staff Realignment Plan: “All hands on deck” for economic development initiatives
- c. Technology: Provide staff with best possible work tools and to create operational efficiencies
- d. 1902 Building Improvements: Enhance customer service, work space and employee safety

Discussion and Comments from the Council Members:

Various council members engaged the EEDD Director and the City Manager in discussion about the key goals and strategies for the department.

Nora Slawik: do we share with CC problem property areas?

⇒ MC: we know where the problems are; working with PD

Kathy Juenemann: Any benefit with licensing of rental properties?

⇒ Melinda Coleman: can do more, but enforcement is a complex issue

Key: How are we going to do Gladstone? - Biggest thing Fire Station - marketing

- Zone residential/government
- What's best use - from neighborhoods
- Popular - landscape business
- Be prepared to make zoning changes

⇒ Public Health emphasis

⇒ 3000 building permits/year

⇒ Inspectors - public safety

⇒ Livable streets - having a ripple effect

⇒ Looking for funds/grants; we got a Met Council grant - trying to track development

⇒ Develop Employees will be key if we are to create industry leaders;

o The challenge is how to re-align staff to go to Economic Development (from Community Development and redevelopment

o Dave Fischer is leaving; Nick Carver will be promoted and will possibly retire in three years.

⇒ 3M - demand resources; expanding... can we shift housing rehab? The city Manager and I and the whole management team is working on this working on this goal.

⇒ At 1902 we had problems with space, etc., and making changes, to be more efficient.

PUBLIC WORKS, Director Michael Thompson

Public Works Mission Statement:

To maintain a strong infrastructure of parks, streets, storm sewer and sanitary sewer systems and provide engineering services for infrastructure replacement and development review that provides protection of our open space and natural environment.

Public Works

- We provide essential services with a sustainable approach e.g. we will retrofit our plans where we can: example: use less salt.
- American Public Works Association National Award for Sustainability in 2013. Enormous accomplishment.
- 11 programs (\$9.9 million budget). Sanitary sewer operations is the largest totaling \$4.2 million with a majority of that being a \$2.9 million annual payment to Met Council for sewage treatment.
- 34 FTEs; seasonal staff.
- Successful in seeking efficiencies; 1902 building changes, staff sharing with Roseville, Lake Elmo, MnDOT.

Two Huge Projects – These are expensive and will continue to put a strain on outlays.

1. 36/English
2. WB Ave Corridor

Public Works - Streets

1. Maintain a Steady Street Reconstruction Program (Quality of Life, Economic Vitality): 135 miles of streets
2. Currently 65% of street at rating of 70+
3. New approach to rebuilding streets: Living Streets approach.
 - Active Living! → Not just a rebuild, but a transformation!
4. Yearly program of \$4-6M compared to \$10-12M during accelerated period
5. As catch up continues then a transition to a preservation (departmental shift) and maintenance

Infrastructure Investment (see presentation slides for Before & After photos of the transformations)

Integrate as “Living Streets” (see photo of Front Avenue) works with partnerships – example of why we won the sustainability award.

Infrastructure Investment – Parks (part of the living streets concept)

Public Works 2-5 Year Vision:

- ✚ Be the “Champion” in supporting other Departments
 - Redevelopment (i.e....Gladstone working with Melinda)
 - Project delivery (Fire Stations, Park Master Plan Improvements, etc.)
 - How can our engineering staff help? Franchise fees – consider other areas for generating revenue.
- ✚ Environmental Leadership and Innovation
- ✚ Living Street Vision Implementation

- Continue to make success stories to build momentum (Consistent Investment; Innovative Financing)
- ✚ Excellence in Customer Service! Our motto: *Make it hard to say no when we answer the phone.*

Short Term Focus 2014-2015:

- A. Promote Redevelopment (Phase I – continue with trails)
- B. Gladstone Phase 2 Next!

Discussion and Comments from the Council Members:

Various council members engaged the Public Works Director and the City Manager in discussion about the key goals and strategies for the department.

- Nora Slawik: appreciates being able to call, tweet or email Director at 10PM
- Chuck Ahl: Our twitter account, @MplwdPW provides a quick response for our residents too. Example: one hour after post box got hit, we were on the scene.
- Bob Cardinal: snowplowing in Maplewood is the best

FIRE DEPARTMENT, Chief Steve Lukin:

Chief Lukin gave a profile of the services provided by the Fire and EMS service. He outlined the status of the major transitions of the department from five to three fire stations, the staffing model and the progress regarding the regional training facility. Chief Lukin highlighted future initiatives and needs of the department going forward, including the Community Paramedic program.

Department Programs

- Fire Suppression
- Fire Prevention (educate more than 1000 people each year)
- Emergency Management
- EMS Services

FIRE DEPARTMENT 2014 OBJECTIVES

- A. Respond to 90% of the emergency response calls within 8 min.
- B. Evaluate new services and techniques to improve our customer service
- C. Update and refine emergency preparedness
- D. Train at the highest level possible in a safe environment
- E. Evaluate new ways of becoming more efficient
- F. Construction of the fire training center
- G. Construction of the new fire station/remodel

Key Statistics of FD:

Response Times

Average Response Time for 2013:

- On-scene time of 8 minutes or less 84% of the time
- On-scene time of 9 minutes or less 89.5% of the time

Call Volume

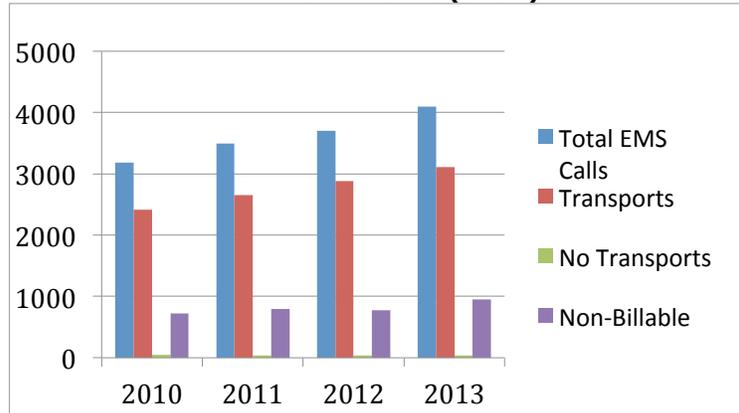
- ⇒ 2009 = 3,836
- ⇒ 2010 = 3,819



2014 City Council/Staff Planning Retreat Notes

- ⇒ 2011 = 4,082
- ⇒ 2012 = 4,302
- ⇒ 2013 = 4,631

EMS Run Volume (Chart)



2013 Payer Mix: Medicare/Medical Assistance combined: 76.05%

- ❖ Insurance/HMO – 18.6%
- ❖ Medicare (federal) - 57.5%
- ❖ Medical Assistance (State) 18.55%
- ❖ Private Pay/Other 5.35%

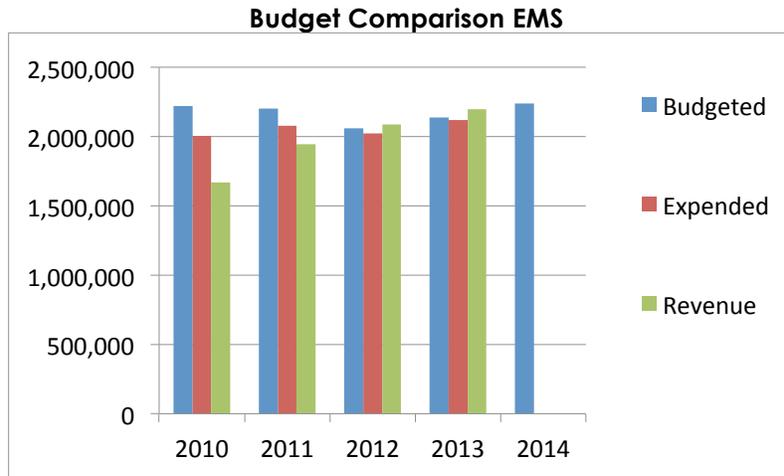
EMS Revenues vs. Charges

2012

2012 Total Billed: \$6,241,154
 2012 Collections: \$2,087,599 (33%)
 2012 Write-Offs: \$4,153,444 (67%)

2013

2013 Total Billed: \$6,522,380
 2013 Collections: \$2,198,518 (34%)
 2013 Write-Offs: \$4,323,962 (66%)



Station Updates

- ⇒ Maplewood South Station (1) Completed Nov 2014
- ⇒ Maplewood North Station (3) Completed Nov 2015
- ⇒ Maplewood Central Station (2) Completed Nov 2016

East Metro Fire Training Facility

- ⇒ May 2nd, 2014: Scheduled for completion
- ⇒ June 2014: Available to departments for training
- ⇒ 2014 Bonding request submitted for additional 1.8 million dollars in funding to complete project

Grants

- FY 2013 Safer Grant
 - \$834,365 requested
 - 3 Full-Time Firefighters
 - 2 Full-Time "Job-Share" positions
- FY 2013 AFG Grant
- SCBA: \$440,600 requested to replace existing SCBA
- Station Alerting system Regional Grant (Sponsored by St. Paul Fire)
- Community Paramedic funding Regional Grant (Sponsored by Maplewood Fire)
 - Ⓢ Grant would allow for 30 paramedics from 5 metro Fire/EMS agencies to attend CP School
 - Ⓢ 3 positions were requested on behalf of Maplewood Fire/EMS

2014 - 2015 EMS Initiatives

- ⇒ Begin process to obtain "Heartsafe" Designation
- ⇒ Develop Community Paramedic program
- ⇒ Implement programs that increase driver/roadway safety
- ⇒ Transition to new national EMS education standards
- ⇒ Partner with HealthEast to provide supply/inventory management for non-durable equipment

2014-2015 Emergency Management Initiatives

- Update the technology in the EOC
- Implement the full-scale emergency exercise
- Update the council on their roles and responsibilities
- Ongoing emergency planning

2014 - 2015 Fire Initiatives

- Continue to collaborate with private and public agencies to deliver service
- Training partnership-Began January 2014 with Oakdale Fire and Century College
- Begin research process to develop a Standards of Response Coverage Document.
- Community Baselines
- Risk Assessment
- Standards, Goals and Objectives
- Discussion of Critical Task Capability of Department
- Setting Service Level Objectives
- Evaluation of reliability of fire companies
- Policy Recommendations

STAFFING GOALS

- 6 - Firefighters on shift per station 24/7 by 2018 (currently we have 2 firefighters at 2 stations and four firefighters at one station)
- **November 2014**
 - 1 Full-time firefighter
 - 2 Permanent part-time firefighters
- **2015**
 - 1 Full-time firefighter
- **2016**
 - 1 Full-time firefighter
 - 1 Permanent part-time firefighter

Discussion and Comments from the Council Members:

Various council members engaged the Chief Lukin in discussion about the key goals and strategies for the department.

- Nora Slawik: discussion round response times: EMS vs. Fire
- Kathy Juenemann: Will changes in dispatch be helpful?
 - ⇒ Chief Lukin: yes, like PD
 - Regardless of where you call us, we respond (fleet telemetric)
 - Update on stations: Hwy 5 and Century - Training Facility
- Kathy Juenemann: Community Paramedic funding? Initiatives? (Get Mike's presentation)
 - 2 ambulance, 2 backups, 4 on truck
- Bob Cardinal: What are the goals for ambulances for the three stations?
 - ⇒ Chief Lukin: two ambulances in each
- Chief Lukin:
 - New patch for department - staff was involved in its design.
 - Have 1000 people contacts via MFD in 2013

PARKS & RECREATION DEPARTMENT, Director Dewey Konewko

Mr. Konewko gave an overview of the essential elements of the Parks and Recreation department assists, programs plans and challenges.

Parks – Overview: We protect and preserve 36 parks, 550 acres of parks, 380 of preserves, manage a total of 930 acres of city property.

A thriving parks system is essential for a successful community
Parks can...

- Encourage healthy lifestyles
- Protect and preserve ecosystems
- Provide corridors for wildlife
- Define a community's identity and reduce crime
- Enhance property values as much as 10-20%

Park System Challenges:

Currently in the process of developing a Parks Master Plan driven by community stakeholders

- ⇒ Aging park system with many needs
- ⇒ Finance improvements - framework
- ⇒ Prioritization of needs
- ⇒ Diversity and inclusion
- ⇒ Future trends
- ⇒ Business and community engagement
- ⇒ Leverage existing resources

Recreation Programming – *We offer over 1,000 programs!*

Diversity and accessibility is at the core of Maplewood Parks & Receptions values

- Importance: Recreation programs promote physical, mental, and social well being
- Need: There is a growing demand for programs and services that goes beyond sports, aquatics and special events
- Outlook: Partnerships are necessary to fund, develop, and expand recreation programs in the future (we need scholarships)

Nature Center: An educated public, with a connection to nature, is essential for support of environmental stewardship; We support all green initiatives.

- Maplewood's preserves & natural areas:
 - Support wildlife habitats
 - Provide places to experience nature
- Programs focus on:
 - Hands-on learning opportunities - 3500 hours of volunteer time in 2013
 - Stewardship projects
 - Demonstration projects; we have train the trainer seminars for natural resource management
- Nature Center programs are integrated with citywide environmental initiatives

Maplewood Community Center (MCC):

Mission of MCC:

Provide a community environment for all citizens to participate in and enjoy cultural and recreational activities on an equitable basis

- 2,560 memberships
 - 54% of our memberships are held by actively aging adults
- 22,500 monthly check-ins
- 85 fitness classes per week
- Over 250 swim lessons offered each year

MCC Challenges:

- **FACILITY:** The facility has become outdated and is showing extreme signs of wear and tear.
- **SPACE:** We are currently at capacity. We routinely lack the space needed to simultaneously run the programming and fitness classes we need in place to serve our varying demographic groups.

- **PURPOSE:** Who do we serve and what is our purpose moving forward?

MCC Outlook: To address these challenges, MCC is striving to:

- Create a sustainable budget
- Engage members more effectively
- Strengthen our community presence
- Undertake business outreach initiatives
- Repurpose current assets

Parks and Recreation - VISION: 2015 – 2017

Our 20th year – vision was first in the country; we need to make a commitment, create and arts council, our demonstration programs include urban gardens; CAPRA – certification – only one in the state.

- ✚ Develop financing framework for park improvements
- ✚ Develop a public art program
- ✚ Develop an urban agricultural program
- ✚ Attain CAPRA Accreditation
- ✚ Further define purpose for MCC budget
- ✚ Ensure services and programming support changing demographics
- ✚ Inclusion and accessibility in park design

DEPARTMENT GOALS: 2015 – 2017:

- Strive for excellence in customer service
- Develop our key assets - our employees; 60% of our budget is for personnel
- Create partnerships
- Cultivate interdepartmental cooperation
- Continue to be a leader in conservation and sustainable practices
- Encourage volunteerism as a means of community connection
- Reduce negative MCC cash flow by 2018

Discussion and Comments from the Council Members:

Various council members engaged Director Konewko in discussion about the key goals and strategies for the department.

Dewey Konewko:

- ⇒ 930 acres - resource management
- ⇒ Parks enhance property values by 10-20%
- ⇒ 2 awards - League (ask Dewey about) HH

Strategy discussion on upcoming (March) 24th CC workshop

- ⇒ Idea: Have Corporate memberships → wellness for corporations
- ⇒ Citizens and business owners - involvement in Parks Master Plan - point made
- ⇒ Gayle Bauman: the finance department is helping to figure it out

- Nora Slawik: Let us look at Legacy Funds for parks
- Kathy Juenemann: We are among shrinking number of cities with a nature center; help us market from others; Roseville - marketing us to them MCC; memberships
 - ⇒ Dewey: would like to do field trip to CC
- Bob Cardinal: Kathy J is right on - agree with marketing, and importance of our Nature Center
- Marylee Abrams: Look for other groups for events, chambers; will help Dewey network
- Dewey Konewko – other departments:
 - ⇒ PD has helped us solve problems in the parks
 - ⇒ Melinda Coleman and Michael Thompson have been very helpful with the Gladstone Savannah.

CITIZEN SERVICES DEPARTMENT, Director Karen Guilfoile:

Ms. Guilfoile provided an overview of the functions of the Citizen Services Department; it's mission, challenges and goals.

Citizen Services

- + City Clerk / Business Licenses
- + Communications
- + Deputy Registrar
- + Elections
- + Light It Up – July 4th Celebration

Citizen Services Mission Statement:

- ❖ To maintain records, administer elections, issue all licenses and passports in a timely and efficient manner and provide citizens with requested data. *(This has changed over the years)*
- ❖ To promote the City through print and media and assist other departments in promoting their activities and programs through innovative advertising, online ads, email and newsletters to Maplewood and surrounding areas.

Overview

- ❖ 2014 Budget = \$1,186,870
- ❖ 2014 Estimated Revenues = \$1,040,393
- ❖ FTE's = 10.19 (13 Women with 23 kids and 27 grandkids!)
- ❖ Average 75,000 various transactions per year
- ❖ Business licenses and permits make up about 1,750 of those transactions. Passports approximately 1,950.
- ❖ Deputy Registrar, drivers license and DNR processed just under 6 million dollars in transactions in 2013
 - ⇒ This area has changed over the years; there was front and filed. One person cannot do DVI and Passports - we have to separate those functions.

Citizen Services~2014 – 2017 Goals

- ❖ Evaluate staffing needs as technology progresses in the area of electronic transactions
- ❖ Implement the new Elections System and Software in 2014 – 2015 in accordance with State law
- ❖ Keep up with the constantly changing culture in how we communicate with our constituents
- ❖ Work with all departments promoting city council goals and staff initiatives through the use of the Maplewood Living and other communication tools

RETREAT 2013 THEME: "Tell OUR STORY"

Communication has become a large focus of my time with Council direction to "Tell Our Story." All departments are expanding these efforts in numerous ways:

- ❖ Social Media—expanded use of Tweeting, Facebook and YouTube to disseminate and receive information to and from our citizens
- ❖ Revamping Spotlight on Maplewood making it "newsier" with shorter clips to keep interest and involve staff and our citizens to help "Tell Our Story"
- ❖ Evaluating current staffing needs and services so that the role of communications can be expanded

Key Areas of Discussion:

Ms. Guilfoile outlined the most pressing concerns the department is or will be facing.

- ⇒ Future retirements - four staff members, including Ms. Guilfoile; need for succession planning
- ⇒ Doing Business Licenses – explore the possibility
- ⇒ Need for a city-wide, full-time communications manager
- Marylee Abrams: Action → Set up links on website to Power Point presentations by staff
- Kathy Juenemann: “Maplewood Living” - very positive!

INFORMATION TECHNOLOGY (IT) DEPARTMENT, Director Mychal Fowlds:

OVERVIEW:

- ❖ Information Technology & Building Operations (*two separate divisions*)
- ❖ What are we here to do?
- ❖ 9 Full-time employees – Various temps

2014 Budgets

- ⇒ Building Operations: \$571,520
- ⇒ Information Technology: \$775,670

Building Operations Vision

- A. Complete PDEP
- B. Greater control at each building
- C. Create “crew” to develop cross-training
- D. Asset management plan for buildings
 - ⇒ Have asset planning for MCC now, and will continue to do it for all city buildings)
- E. Continue to explore outsourcing (Janitorial staff)

Information Technology Vision

- A. Sharing of Services/Staff
 - ⇒ There is a lot of opportunity for the management team; they grasp technology. We use metro-net (with other cities, coordinated out of Roseville).
- B. Continue to promote mobility
- C. Efficient & Effective Work Flow
- D. Increase Citizen Engagement
- E. Assist with Communication Efforts
 - ⇒ Make changes on the website –
 - ⇒ Bring information to residents vs. coming to City Hall
- F. Continue to Research Cable Franchise

Challenges

- Change takes Time
 - ⇒ M. Fowlds was here for 12 years; at first had to “sell” technology, now everyone takes ownership
- Resources
- Cultivating Buy-In

The Pay Offs

- Partnership with “Metro-Inet”
- Social Media - Tweets and Facebook)
- Getting Creative with GIS (Steve Love (PW) championed it in the field)

Key Areas of Discussion:

Mr. Fowlds outlined the most pressing concerns the department is or will be facing.

- ⇒ Vision - greater control, cross training
- ⇒ Fund purchaser through Metro !-net
- ⇒ GIS being used by PW

•Marylee Abrams: likes the Ipad and encourages staff and CC to use them.

ADMINISTRATION, City Manager Chuck Ahl
(Human Resources, Safety Program, Wellness Program, Green Initiatives)

Staffing Expenses: Key Points

- A. Health Care Cost Increases currently running at 20-30% increase = \$400,000 - \$600,000
- B. In 2018, without changes, ACA indicates a major [\$300,000] penalty for “Cadillac Plan”.
⇒ We will need some major changes to our approach to Health Care and Wellness.
- C. A 3% COLA Increase will increase employee expenses in 2015 by \$390,000.
- D. All Bargaining Group contracts expire in 2014.

Change in Employee Culture:

Safety: from 2009 to 2013 work comp costs increased by \$300,000; 2014 began return. We need to continue on a city-wide basis.

Wellness: investment of \$40,000 - \$50,000 contributed to \$100,000 savings in 2014. We need to target our programs to be effective.

Green Initiatives: savings from idling policy; energy initiatives; and Green Step Community.

Health care expense increase is eating away at ability to provide COLA increase.

- We are asking employees to do more and be more effective and efficient:
 - 2011: 0%
 - 2012: 1%
 - 2013: 1+1 %
 - 2014: 2 %
- Health care is becoming increasingly time consuming and difficult to administer.
- Department Heads are being asked to be experts in purchasing, legal, HR, etc to control Admin costs.
- Employee recruitment needs to expand emphasis on diversity.
- Employees are being asked to do different tasks which are scary and can become time consuming efforts for HR.
- By stopping something we are impacting someone's job.

The New Normal:

- ⇒ Abundance of experienced staff who know the city and their area of expertise.
- ⇒ Solid financial plan; that means we prioritize and implement efficiency.
- ⇒ Time to plan is now.

PROGRESS REPORT: ATTORNEY CONTRACTS AND STAFF GOALS 2013
Chuck Ahl, City Manager

City Attorney Contracts:

YEAR	Prosecution	Civil	Total	HR	Total	FTE
2004	117,900	200,534	318,434	0	318,434	2.75
2005	117,900	190,180	308,080	0	308,080	2.75
2006	116,512	162,920	279,432	61,563	340,995	2.75
2007	99,000	103,755	202,755	126,003	328,758	1.50
2008	99,000	103,105	202,105	79,200	281,305	1.50
2009	99,000	103,701	202,701	79,200	281,901	1.50
2010	99,000	104,490	203,490	79,200	282,690	1.50
2011	99,000	109,429	208,429	79,200	287,629	1.50
2012	102,000	105,320	207,320	86,875	294,195	1.50

- ❖ Evaluation in 2014 is planned for June – Aug.
- ❖ An RFP in Sept – Oct is an option.
- ❖ Cost likely to increase?
- ❖ Manager to Attorneys:
"If you continue to perform similar duties in 2014 to what you did in 2011, 2012, and 2013; I doubt that you will be our Attorneys in 2015."

Chuck Bethel proposal:

- ❖ Become a full-time employee as a new Director and Labor Attorney.
- ❖ Cost increase of \$35,000 to \$40,000.
- ❖ Provides full-time service; back-up to Alan K.
⇒ Chuck Bethel discussion:
 - We need a Labor Attorney, but not ½ time.
 - City Manager does not want another Department Head.
 - Negotiations in 2014 are time-consuming

Alan K proposal:

- ❖ Availability and follow-up is critical issue.
- ❖ Proposed having a separate firm to conduct Prosecution; Alan as Legal Manager.
⇒ Alan K discussion:
 - Availability and follow-up is critical issue.
 - Prosecution needs to be evaluated.
 - Legal Manager approach may work.

COUNCIL 2012-14 GOALS – UPDATE AND PROGRESS

- A. Public Safety
- B. Economic Development
- C. Financial Sustainability / Stability
- D. Parks and Recreation
- E. Consolidation of Services / Shared Services

Public Safety Goals/Update 2012-2014

1. Complete the plan for rebuilding and relocating Fire Stations from five to three; secure 3M Site.
 1. 3M donation of site done.
 2. Preliminary site design approved on October 28, 2013. Bid in December.
 3. On schedule for opening: November 2014
 4. Sale of vacant stations underway.
2. Develop and commit to a plan for meeting the space needs of the Police Department.
 1. Public Hearing on November 26, 2012.
 2. First phase began December 2012.
 3. Final phase awarded on Oct 28th.
 4. Project is on budget at \$4.5 million, this plan will not require a levy increase.
 5. Completion planned for December 2014.

Economic Development Goals/Update 2012-2014:

- Make a concerted effort to define and develop a plan [through the EDA] that will ensure new economic development in the City with a particular focus on re-development.
- Commit to re-development [including housing] for the City through prioritizing and updating the Master Plan.
- Determine staffing needs for this effort with adequate resources. Work with BEDC.
 1. Staffing – Melinda Coleman is taking lead.
 2. Gladstone area plan appears likely with Met Co grant of \$1.8 million. Sherman and Associates will commit to \$15-20 million project at Maplewood Bowl site.
 3. 3M major TIF project = \$156 million invest that retains 700+ jobs.
 4. Sale of 2 city-owned parcels.
 5. Londin Lane and Fire Stations are questions?
 6. Big effort needed here.

Financial Stability / Sustainability Goals/Update 2012-2014

- Continue to provide quality, efficient services to our citizens while equalizing expenditures and revenues every year. Make budgeting decisions that comport with the principles of sustainability.
 1. 2-3 Year focus on Debt Management.
 - a. City Debt at \$80 million in 2013.
 - b. Projected to be \$54 million in 2018 [CIP Document]
 2. General Fund Balance > 40% [+3-4%]
 3. Bond Rating remains in top 10-12%
 4. No one-time money to operations [LGA].

Parks and Recreation Goals/Update 2012-2014

- Continue to determine how to resolve the Community Center's funding and programming issues.
- Explore a possible joint venture with neighboring communities and a referendum on a sustainable Parks system.
- Develop a comprehensive plan about our parks.
 1. Operating loss at MCC reduced in 2012/2013.
 2. Parks System Plan on schedule for 2014.

Consolidation of Services / Shared Services Goals/Update 2012-2014

- All departments will work collaboratively with other cities in an effort to provide more cost – effective services where possible. Consolidate or share city services where it makes sense from a sustainability standpoint.

⇒ **Sample of Current Shared Services:**

1. Voting is shared with School Districts and Ramsey County
2. CATV with Oakdale, N St. P, etc.
3. Ice Arena with N. St. Paul and Oakdale and ISD #622
4. IT Services shared with Roseville, N. St Paul, St Paul, Ramsey County GIS, Suburban Cable
5. Mosquito Control
6. Deer Control with Ramsey County

⇒ **Cooperative Agreements**

1. Billing Services with multiple agencies
2. Recreation Program services with agencies
3. Fire Dept:
 - Med Services with Hennepin Cty; St. Paul Fire; N. St Paul Lakeview
 - Trans-medic for billing
 - Allina Hospitals, numerous services
 - Health East medical direction
 - Ramsey Cty mutual aid and emergency management
 - Ramsey Cty Dispatch [includes Police]
4. Public Works
 - Roseville for Engineering Service
 - Ramsey Cty for Signal Maintenance and Striping
 - St. Paul for street light maintenance
 - Regional Water Service
 - Sign work for numerous agencies
 - San Swr Agmts with five other communities
5. Community Development
 - Dept. of Health for Environ Services; Lab Services, Public Health
 - Appraisal services
6. Police
 - Ramsey County drug enforcement; St. Paul PD records, Ramsey County Dispatch

From Staff Presentations:

- Financial Sustainability:
 - MCC Fund: address shortfall
 - Ambulance Fund: continue progress
 - Replacement Funding:
 - Ambulance
 - Fire Trucks
 - Streets
 - Buildings
 - Parks
 - Equipment
 - Reduce Debt level from \$80 M to \$65M in 5 years
 - Pay-off Expenses from 2 "once per decade" projects
 - Build Reserves
- Expand Economic Development
 - Gladstone done by 2020!
 - Housing Program
 - Transit Planning
 - Corridor Planning

- EDA Buy and Rehab; then sell property
- Commission Outreach; Greatly expanded role
- **Use of TIF in Ramsey County [2014 Tax Capacity]**
 - St. Anthony – 32.6%
 - Mounds View – 15.2%
 - New Brighton – 14.4%
 - Vadnais Heights – 10.4%
 - St. Paul – 9.8%
 - Little Canada – 8.9%
 - WB Township – 5.7%
 - Falcon Heights – 5.4%
 - Shoreview – 4.7%
 - Roseville – 3.8%
 - Arden Hills – 3.8%
 - N. St. Paul – 3.0%
 - White Bear Lake – 2.3%
 - Maplewood – 2.2%

CITY 2015-17 GOALS
From Staff

- ❖ **Parks:**
 - Referendum: when and how much? Is it a question?
 - What if it does not pass?
- ❖ **Infrastructure:**
 - Successful Streets Program
 - Trail Additions
 - Transit Planning
- ❖ **Environment**
 - Green Program
 - Energy Programs
- ❖ **Personnel Investment:**
 - New Fire Fighters for stations and growth in calls
 - New Police Officers for crime issues?
 - Expanded HR Department
 - New Communication Coordinator
 - New Economic Development Coordinator
 - Volunteer Coordinator
- ❖ **Other Items:**
 - Cable Franchise: can we be better and more effective?
 - City Attorney Contracts: are they best for serving the City needs and organizational direction?

Discussion and Comments between City Manager and Council:

- ✚ How to accomplish will come later.
- ✚ Direction on priority is set today.
- ✚ Funding is possible through prioritizing and evaluating effectiveness
 - THIS WILL BE OUR TOUGHEST TASK!
- ✚ Department Heads were not asking for money. More importantly - new money; I've been responsible for the lost money in the past
- ✚ "Dewey said maybe I haven't done the best with the money I've had."
- Chuck Ahl: Health Care & Wellness – we need to address Cadillac plan in 2018



- ⇒ City Manager discussion with Marv Koppen and Bob Cardinal about COLA (\$400,000) and “Cadillac” health care plans and big claims.
- ⇒ M. Fowlds is in charge of wellness and the city will target Wellness (Chuck Ahl)
- Bob Cardinal: how do we measure up to other cities in metrics vs. other cities?
 - Chuck Ahl: these nine people are going to identify things we are going to get rid of and come to you; using the Abilene lessons
- Attorney contracts: Prosecution/Civil are Alan's areas; HR is Chuck Bethel's.
 - ⇒ Chuck Ahl: Allen K possible merger with Pat Kelley
 - ⇒ Bob Cardinal: we should have the best legal council only
 - ⇒ Marylee Abrams: Is this (attorneys) a trip to Abilene?

GOAL AREAS FOR 2014-2017 (ranked)

Direction on two-year Goal Areas established by the City Council in 2014.

Each goal area has specific comments and direction beneath it. Various council members provided these comments in the pre-retreat survey.

Action Item – for Defining the New Goals:

- ❖ The information and direction from the retreat will be incorporated into new Goal Statements for each of the five-ranked/priority areas listed below. The leadership team/staff will construct the wording of each area and the Council will approve the wording at a Council Meeting in April 2014.

1. Economic Development: Points at Retreat = 24

Set Priorities & establish marketing & development plans for businesses in targeted areas: Maplewood Mall area, Hwy 36-English, vacancies in strip malls. Includes redevelopment efforts in Gladstone; begin visioning redevelopment options for areas of Century Ave. (Hwy 94 & Stillwater Rd.), Century Ave./Stillwater Rd. intersection, Larpenteur – Van Dyke – No. St. Paul Rd. – White Bear Ave. (with or without St. Paul partnership. (Mayor)

2. Public Safety: Points at Retreat = 15

- Areas of focus (discussion at retreat): Unique Services, Integrative Youth Development, Prevention, Education, Technology, Focused service, Partnerships, Diverse Communities, Technology and Innovation
- Community Paramedics, Complete FD program/plan (Selling and re-development of stations, build 3M station, continue to develop Training Center

3. Financial Sustainability: Points at Retreat = 13

Continue/adapt financial & operational sustainability efforts: Reduction of debt balance, achieve goal of bond rating of AAA (Moody's) and set up a reserve funds to maintain assets.

Continue/adapt financial & operational sustainability efforts: current budgeting methods, continue facility upgrades and environmental considerations.

4. Parks and Recreation Points at Retreat = 12

- Do the necessary prep work for a **Parks and Recreation Referendum**, there is a long list to do
- Putting a plan in place for the **Maplewood Community Center**

5. Energy Conservation and the Environment: Points at Retreat = 8

- #1 Energy efficiency of our entire city i.e. all levels of government, businesses, residences, nonprofits etc.
- #2 Renewable energy sources for all of Maplewood. Retrofit all buildings in Maplewood.
- #3 Expand recycling services to ALL of Maplewood.

STRATEGIC TOPICS: ISSUES, PRIORITIES, AND DIRECTION

The Mayor and Council identified several topics, issues and priorities they wanted to discuss at the retreat – These were from the pre-retreat survey. The focus was on what they would like to happen in the next couple of years. These are shown in Section I below.

Additionally, the Council and Mayor identified specific (3 each) priorities they would like to champion during 2014 – 2015. These are shown in Section II below.



Section I

COUNCIL TOPICS AND ISSUES (FUTURE) 2014 – 2017 Pre-Retreat Survey

The council and staff discussed the following topics and issues. All topics represent 2014 matters of interest expressed by individual Councilmembers via the pre-retreat survey.

- A. Cohesion of all five **City Council** members and staff.
- B. Parks Master Plan:**
 - a. ID priorities & improvements, strategize funding options.
 - b. Completion and initial implementation of Parks Plan
 - c. Voters pass parks referendum
- C. Moving forward with **Redevelopment** plans
 - a. Gladstone and Hwy 36-English corridor
 - b. Gladstone development phases 1 done, 2 started
- D. Fire Department**
 - a. Fire station and 3M developments completed with
 - b. Fire stations sold and new development plans in place
 - c. Finishing the fire department plan
- E. Police**
 - a. Substation
 - b. Chief Schnell: make the Integrated Youth Development a success!
- F. **Better Communication** with citizens through an improved website and media
- G. Revitalization of our **aging Housing Stock**
- H. Economic Development** – all out effort to refocus the department
- I. **Funding:** Fish Creek paid off



Section II

2014- 2015 Objectives/Priorities: Areas of Focus for Staff

Council Indications of Particular Areas of Interest

Direct inputs from the Mayor and City Councilmembers via the pre-retreat survey show their direction and priorities for staff in the next two years; at the retreat each council member chose three areas they would like to champion/pay attention to during this period.

A. Redevelopment/ED: Marylee Abrams, Kathy Juenemann, Bob Cardinal, Nora Slawik

- Redevelopment of Gladstone
- Look at redeveloping White Bear Avenue Corridor
- Focus Redevelopment energy on housing (Juenemann and Abrams)
- Establish loan programs for business and housing rehab

B. Parks and Recreation: Bob Cardinal, Kathy Juenemann, Marv Koppen

- Do the necessary prep work for a Parks and Recreation Referendum
- Determine if any equipment replacements/improvements, program offerings, co-operative situations can be initiated this year (2014) in parks. (Prior to completion of Master Plan)
- Putting a plan in place for the Maplewood Community Center

C. Development:

- Focus business development efforts on parcels in area of Maplewood Mall – St. John's Hospital **Kathy Juenemann**
- Continue marketing former fire stations sites for sale and development.
- Strategize and move forward with development.
- Securing the funding including TIF needed for Gladstone development

D. Secure the funding to pay-off Fish Creek

Nora Slawik

E. Communication/PR

Marylee Abrams

- Redesign our website
- Use other media touch points to reach citizens
- Education on Parks Referendum

F. Implement commercial recycling

Marv Koppen

G. Big (splash) campaign on energy efficiency for all of Maplewood:

Bob Cardinal

H. Public Safety:

Nora Slawik*

- Finish the PD expansion
- Finish Fire station at 3M
- Integrated Youth Development *

OBSTACLES

The Mayor and Councilmembers identified their perceptions of the "Obstacles" the City will have to overcome for it to be successful in carrying out goals and priorities adopted at this planning session/retreat.

- ❖ First, can we turn the page to a Positive Maplewood? Recovery from past negativity
 - ❖ Choices: Supply quality services, provide quality of life services, and put resources into creativity/vision.
 - ❖ Citizen apprehension, objection, irrational criticism – tendency to equate change/vision with expense.
 - ❖ Budgets/financing: reducing our bonding debt
 - ❖ Negativity and fear of change.
 - ❖ External – Barrier is the distractions by groups working to sabotage city efforts
 - ❖ Funding: staff is progressive and creative at providing funding options, but the choices of how to "stretch the money" rest with us, the policy maker
 - ❖ Internal – Clarity on what is important for goals; allocation of resources
-

BEST OF DAY:

At the end of the retreat, each participant was asked what topic of discussion was most useful (to them) in making this retreat a success. Here are the answers:

Staff Management Team:

- ✚ Steve Lukin: open conversation
- ✚ Paul Schnell: helpful - new; direction and priorities
- ✚ Mychal Fowlds: nice to hear role of technology
- ✚ Gayle Bauman –getting together, openness
- ✚ Dewey Konewko – What the Council had to say
- ✚ Michael Thompson: First step on "how to" working together
- ✚ Karen Guilfoile: What everyone on the Council had to say
- ✚ Melinda Coleman: Laying the foundation Between Department Heads and Council on how to make decisions
- ✚ Chuck Ahl – For Council to hear from the team

Councilmembers, Mayor:

- ✚ Bob Cardinal: Good to be together; communicating
- ✚ Kathy Juenemann: All in one room - "working together" we are focused on the future
- ✚ Marylee Abrams: Staff presentations - lit up: Dedication and Pride
- ✚ Marv Koppen: Interaction; finding out what is going on
- ✚ Nora Slawik: Proud of leadership everyone showed - staff and CC

End of Report Notes

MEMORANDUM

TO: City Council
FROM: Charles Ahl, City Manager
DATE: April 23, 2014
SUBJECT: Council Calendar Update

Introduction/Background

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 announcements of the meetings, but a snapshot look at the upcoming meetings for the City Council to plan their calendars. No action is required.

Upcoming Agenda Items & Work Session Schedule

1. May 12 - CAFR 2013 Auditor Presentation
2. May 12 – Review of Commission/Council Rules
3. May 12 – EDA Meeting
4. May 12 – Police Department Presentations: Life Safety Awards and Shortreed Promotion
5. May 26 – Meeting cancelled due to Memorial Day Conflict

Budget Impact

None.

Recommendation

No action required.

Attachments

None.

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